



## FY2024 Budget Request

### Department: 440/450 Water Sewer Enterprise

**Budget Description:** The salary portion of the FY 24 Water and Sewer budget reflect contractual salary increases. There is a reduction in the Sewer salary budget as we were funding a position .5 in Sewer and .5 in Highway as the person had been doing a number of Sewer related tasks. There was a vacancy in the department due to the Foreman passing away unexpectedly. The position is now full-time in the Sewer department. The Sewer expense line increases are related to increases in utility and heating/fuel prices (+119,623) and the increase in the MWRA assessment (+\$218,264). Water expenses reflect an increase in the assessment to the Joint Water Board - - the board built in the additional costs related to staffing needs, utility costs and the continuing increases to the cost of the chemicals. The goal is to eliminate the need for transfers to the Joint Board as was needed the past two years.

**Department Description:** The water department provides water distribution services, repairing and installing water mains, emergency responses to water main breaks, mark outs, service connections, hydrants, basin washes at the Treatment plant and inspectional services for new development and service taps. Also, provides weekly sampling of the water supply, documentation and submittals to DEP. This budget also includes the 50% assessment for Joint Board Operations.

The sewer department is responsible for the collection system and maintenance of 10 sewer pump stations. Respond to emergency sewer main breaks, back ups and mark outs. Perform daily inspections and maintenance of the pump stations.

Object	Description	FY21 Actual	FY22 Actual	FY23 Estimated	FY24 Estimated	Dollar Increase	Percent Increase
417900	PENALTIES & INTEREST - UB	\$ 35,511	\$ 47,374	\$ 42,000	\$ 39,729	\$ (7,645)	-19.24%
420200	WATER RATE BILLING	\$ 4,847,462	\$ 4,924,580	\$ 4,900,000	\$ 5,072,317	\$ 147,737	2.91%
4230**	WATER LIENS	\$ 490,983	\$ 415,026	\$ 355,475	\$ 498,946	\$ 83,920	16.82%
4231**	WATER LIEN COMMITTED INTEREST	\$ 53,744	\$ 41,065	\$ 40,473	\$ 53,427	\$ 12,362	23.14%
437100	TIE IN FEES	\$ 23,500	\$ 39,900	\$ 39,900	\$ 54,901	\$ 15,001	27.32%
437200	METERS	\$ 22,950	\$ 12,410	\$ 11,660	\$ 17,002	\$ 4,592	27.01%
437300	HYDRANT USAGE	\$ 2,000	\$ 23,147	\$ 23,147	\$ 7,006	\$ (16,140)	-230.36%
437400	PRIVATE CONNECTIONS	\$ 33,000	\$ 27,410	\$ 25,610	\$ 30,912	\$ 3,502	11.33%
437500	BACK FLOW CROSS CONNECTIONS	\$ 17,875	\$ 23,220	\$ 22,835	\$ 17,224	\$ (5,996)	-34.81%
439900	MISCELLANEOUS REVENUE	\$ 23,580	\$ 22,607	\$ 17,670	\$ 18,750	\$ (3,856)	-20.57%
<b>SUBTOTAL WATER REVENUES</b>		<b>\$ 5,550,605</b>	<b>\$ 5,576,739</b>	<b>\$ 5,478,770</b>	<b>\$ 5,810,216</b>	<b>\$ 233,477</b>	<b>4.02%</b>
417900	PENALTIES & INTEREST - UB	\$ 84,419	\$ 89,302	\$ 72,000	\$ 85,597	\$ (3,705)	-4.33%
420300	SEWER RATE BILLING	\$ 7,480,276	\$ 7,757,102	\$ 7,500,000	\$ 7,989,815	\$ 232,713	2.91%
421000	LEACHATE BILLING	\$ 226,298	\$ 281,616	\$ 230,816	\$ 261,979	\$ (19,637)	-7.50%
4240**	SEWER LIENS	\$ 834,496	\$ 688,773	\$ 591,440	\$ 835,617	\$ 146,844	17.57%
4241**	SEWER LIEN COMMITTED INTEREST	\$ 92,707	\$ 99,702	\$ 79,000	\$ 90,540	\$ (9,162)	-10.12%
437100	TIE IN FEES	\$ 33,250	\$ 70,250	\$ 36,500	\$ 69,109	\$ (1,141)	-1.65%
437600	I & I FEES	\$ 277,625	\$ 152,020	\$ 68,695	\$ 156,875	\$ 4,855	3.09%
439900	MISCELLANEOUS REVENUE	\$ 2,800	\$ 4,600	\$ 3,600	\$ 4,486	\$ (114)	-2.54%
<b>SUBTOTAL SEWER REVENUES</b>		<b>\$ 9,031,871</b>	<b>\$ 9,143,366</b>	<b>\$ 8,582,051</b>	<b>\$ 9,494,018</b>	<b>\$ 350,652</b>	<b>3.69%</b>
<b>TOTAL ENTERPRISE REVENUES</b>		<b>\$ 14,582,477</b>	<b>\$ 14,720,105</b>	<b>\$ 14,060,821</b>	<b>\$ 15,304,234</b>	<b>\$ 584,129</b>	<b>3.82%</b>



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Object	Description	FY21 Actual	FY22 Actual	FY23 Appropriated	FY24 Town Manager Recommended	Dollar Increase	Percent Increase
511200	FULL TIME SALARY	\$ 94,057	\$ 105,241	\$ 126,559	\$ 129,003	\$ 2,444	1.89%
511400	PART TIME SALARY	\$ -	\$ 2,565	\$ 15,000	\$ 15,000	\$ -	0.00%
511700	LABORER SALARY	\$ 610,579	\$ 663,107	\$ 631,663	\$ 650,613	\$ 18,950	2.91%
513000	OVERTIME	\$ 82,802	\$ 142,971	\$ 95,000	\$ 95,000	\$ -	0.00%
514100	UNIFORM ALLOWANCE	\$ 10,500	\$ 9,450	\$ 11,550	\$ 12,075	\$ 525	4.35%
514500	LONGEVITY	\$ 7,650	\$ 6,650	\$ 9,413	\$ 8,525	\$ (888)	-10.42%
514800	PROFESSIONAL LICENSES BENEFIT	\$ 5,100	\$ 5,950	\$ 5,950	\$ 5,950	\$ -	0.00%
519100	SICK LEAVE BUYBACK	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
519300	DEFERRED COMP	\$ -	\$ 11,193	\$ -	\$ -	\$ -	0.00%
<b>SUBTOTAL PERSONNEL SERVICES</b>		<b>\$ 810,689</b>	<b>\$ 947,126</b>	<b>\$ 895,135</b>	<b>\$ 916,166</b>	<b>\$ 21,031</b>	<b>2.30%</b>
514900	PRE-EMPLOYMENT PHYSICALS	\$ 162	\$ 166	\$ -	\$ -	\$ -	0.00%
520225	POLICE DETAILS	\$ 26,570	\$ 13,036	\$ 30,000	\$ 30,000	\$ -	0.00%
520700	ENGINEERING SERVICES	\$ 30,469	\$ 8,535	\$ 50,000	\$ 50,000	\$ -	0.00%
521100	ELECTRICITY	\$ -	\$ -	\$ 5,000	\$ 12,479	\$ 7,479	59.93%
521200	HEATING/FUEL	\$ 13,588	\$ 20,127	\$ 12,000	\$ 12,000	\$ -	0.00%
525000	REPAIR & MAINTENANCE - VEHICLE	\$ 11,412	\$ 19,743	\$ 9,005	\$ 20,000	\$ 10,995	54.98%
525999	EMERGENCY REPAIRS	\$ 44,842	\$ 20,339	\$ 27,000	\$ 27,000	\$ -	0.00%
526020	BACKFLOW INSPECTION	\$ 11,328	\$ 11,648	\$ 20,000	\$ 22,000	\$ 2,000	9.09%
530000	PROFESSIONAL SERVICES	\$ -	\$ 9,256	\$ -	\$ 10,000	\$ 10,000	100.00%
534650	SAFETY EQUIPMENT	\$ 4,286	\$ 4,341	\$ 12,500	\$ 12,500	\$ -	0.00%
540000	SUPPLIES	\$ -	\$ 5,736	\$ -	\$ 8,250	\$ 8,250	100.00%
540010	OFFICE SUPPLIES	\$ 15,750	\$ 19,844	\$ 16,500	\$ 8,250	\$ (8,250)	-100.00%
540500	BUILDING MAINTENANCE SUPPLIES	\$ 5,717	\$ 10,996	\$ 15,000	\$ 15,000	\$ -	0.00%
541095	WATER METERS	\$ 31,767	\$ 18,828	\$ 5,000	\$ 5,000	\$ -	0.00%
541100	VEHICLE FUEL	\$ 8,272	\$ 6,707	\$ 14,000	\$ 14,000	\$ -	0.00%
542040	CONSUMER REPORT	\$ 17,779	\$ 4,535	\$ 16,000	\$ 16,000	\$ -	0.00%
543120	WATER TESTING	\$ 23,950	\$ 21,743	\$ 42,500	\$ 42,500	\$ -	0.00%
543130	WATER FLUSHING	\$ -	\$ 6,794	\$ 25,000	\$ 25,000	\$ -	0.00%
569300	DEP ASSESSMENT	\$ 7,041	\$ 5,880	\$ 20,000	\$ 20,000	\$ -	0.00%
570000	OTHER EXPENSE	\$ -	\$ 5,377	\$ -	\$ -	\$ -	0.00%
571020	PROFESSIONAL DEVELOPMENT	\$ 1,893	\$ 628	\$ 10,000	\$ 10,000	\$ -	0.00%
576000	TRI BOARD ACCOUNT	\$ 24,880	\$ 25,759	\$ 135,000	\$ 135,000	\$ -	0.00%
576100	JOINT WATER ACCOUNT	\$ 728,946	\$ 733,274	\$ 760,000	\$ 900,000	\$ 140,000	15.56%
597000	TRANSFER OUT	\$ 781,581	\$ 685,590	\$ 840,134	\$ 891,955	\$ 51,821	5.81%
<b>SUBTOTAL EXPENSES</b>		<b>\$ 1,790,071</b>	<b>\$ 1,658,883</b>	<b>\$ 2,064,639</b>	<b>\$ 2,286,934</b>	<b>\$ 222,295</b>	<b>9.72%</b>
<b>TOTAL WATER</b>		<b>\$ 2,600,760</b>	<b>\$ 2,606,009</b>	<b>\$ 2,959,774</b>	<b>\$ 3,203,100</b>	<b>\$ 243,326</b>	<b>7.60%</b>



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Object	Description	FY21 Actual	FY22 Actual	FY23 Appropriated	FY24 Town Manager Recommended	Dollar Increase	Percent Increase
511200	FULL TIME SALARY	\$ 94,057	\$ 104,163	\$ 126,559	\$ 129,003	\$ 2,444	1.89%
511400	PART TIME SALARY	\$ -	\$ 1,989	\$ 15,000	\$ 15,000	\$ -	0.00%
511700	LABORER SALARY	\$ 275,025	\$ 258,284	\$ 363,605	\$ 311,371	\$ (52,234)	-16.78%
513000	OVERTIME	\$ 152,558	\$ 66,168	\$ 85,000	\$ 85,000	\$ -	0.00%
514100	UNIFORM ALLOWANCE	\$ 4,500	\$ 6,300	\$ 6,600	\$ 5,175	\$ (1,425)	-27.54%
514500	LONGEVITY	\$ 8,300	\$ 4,725	\$ 4,812	\$ 5,600	\$ 788	14.07%
514800	PROFESSIONAL LICENSES BENEFIT	\$ 2,550	\$ 1,700	\$ 3,400	\$ 2,550	\$ (850)	-33.33%
519100	SICK LEAVE BUYBACK	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>SUBTOTAL PERSONNEL SERVICES</b>		<b>\$ 536,991</b>	<b>\$ 443,329</b>	<b>\$ 604,976</b>	<b>\$ 553,699</b>	<b>\$ (51,277)</b>	<b>-9.26%</b>
514900	PRE-EMPLOYMENT PHYSICALS	\$ 232	\$ 166	\$ -	\$ -	\$ -	0.00%
520225	POLICE DETAILS	\$ 23,095	\$ 18,151	\$ 20,000	\$ 20,000	\$ -	0.00%
520700	ENGINEERING SERVICES	\$ 1,175	\$ 2,250	\$ 50,000	\$ 50,000	\$ -	0.00%
521100	ELECTRICITY	\$ 45,248	\$ 60,220	\$ 55,000	\$ 102,955	\$ 47,955	46.58%
521200	HEATING/FUEL	\$ 2,310	\$ 3,401	\$ 8,000	\$ 79,668	\$ 71,668	89.96%
525000	REPAIR & MAINTENANCE - VEHICLE	\$ 5,819	\$ 22,042	\$ 20,000	\$ 20,000	\$ -	0.00%
525010	REPAIR & MAINTENANCE - BUILDING	\$ 2,204	\$ 17	\$ 2,500	\$ 2,500	\$ -	0.00%
525999	EMERGENCY REPAIRS	\$ 246,575	\$ 36,195	\$ 90,000	\$ 90,000	\$ -	0.00%
526000	PUMP STATION MAINTENANCE	\$ 16,676	\$ 17,119	\$ 50,000	\$ 50,000	\$ -	0.00%
526010	STORM WATER MAINTENANCE	\$ 9,508	\$ 17,220	\$ 85,000	\$ 85,000	\$ -	0.00%
526030	EASEMENT MAINTENANCE	\$ 535	\$ 5,610	\$ 25,000	\$ 25,000	\$ -	0.00%
530000	PROFESSIONAL SERVICES	\$ -	\$ 83	\$ -	\$ -	\$ -	0.00%
530200	SPECIAL COUNSEL	\$ -	\$ 8,234	\$ -	\$ -	\$ -	0.00%
534400	POSTAGE	\$ 1,364	\$ 532	\$ 500	\$ 500	\$ -	0.00%
534650	SAFETY EQUIPMENT	\$ 1,605	\$ 1,888	\$ 12,500	\$ 12,500	\$ -	0.00%
540000	SUPPLIES	\$ -	\$ 1,064	\$ -	\$ 2,000	\$ 2,000	100.00%
540010	OFFICE SUPPLIES	\$ 7,539	\$ 7,510	\$ 10,500	\$ 10,500	\$ -	0.00%
541100	VEHICLE FUEL	\$ 6,465	\$ 3,651	\$ 10,000	\$ 10,000	\$ -	0.00%
569200	MWRA ASSESSMENT	\$ 6,743,289	\$ 6,147,560	\$ 7,050,000	\$ 7,268,264	\$ 218,264	3.00%
570000	OTHER EXPENSE	\$ -	\$ 1,218	\$ -	\$ -	\$ -	0.00%
571020	PROFESSIONAL DEVELOPMENT	\$ 320	\$ -	\$ 5,000	\$ 5,000	\$ -	0.00%
597000	TRANSFER OUT	\$ 437,145	\$ 420,761	\$ 444,566	\$ 604,618	\$ 160,052	26.47%
<b>SUBTOTAL EXPENSES</b>		<b>\$ 7,551,102</b>	<b>\$ 6,774,891</b>	<b>\$ 7,938,566</b>	<b>\$ 8,438,505</b>	<b>\$ 499,939</b>	<b>5.92%</b>
<b>TOTAL SEWER</b>		<b>\$ 8,088,093</b>	<b>\$ 7,218,220</b>	<b>\$ 8,543,542</b>	<b>\$ 8,992,204</b>	<b>\$ 448,662</b>	<b>4.99%</b>

Object	Description	FY21 Actual	FY22 Actual	FY23 Appropriated	FY24 Town Manager Recommended	Dollar Increase	Percent Increase
530800	DEBT SERVICE FEES	\$ 14,320	\$ 13,064	\$ 13,193	\$ 13,193	\$ 129	0.97%
591000	DEBT PRINCIPAL PAYMENTS	\$ 1,918,499	\$ 1,940,834	\$ 1,902,953	\$ 2,115,421	\$ (37,881)	-1.99%
591500	BAN PRINCIPAL PAYDOWN	\$ -	\$ 4,100	\$ -	\$ -	\$ (4,100)	
592000	INTEREST LONG TERM	\$ 518,582	\$ 468,492	\$ 411,174	\$ 647,286	\$ (57,318)	-13.94%
593000	INTEREST SHORT TERM	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>SUBTOTAL DEBT</b>		<b>\$ 2,451,401</b>	<b>\$ 2,426,490</b>	<b>\$ 2,327,320</b>	<b>\$ 2,775,900</b>	<b>\$ (99,170)</b>	<b>-4.26%</b>



## FY2024 Budget Request

<b>WATER</b>					
<b>Position</b>	<b>FY2020 FTE</b>	<b>FY2021 FTE</b>	<b>FY2022 FTE</b>	<b>FY2023 FTE</b>	<b>FY2024 FTE</b>
Senior Clerk	0.50	0.50	0.50	0.50	0.50
Principal Clerk	0.50	0.50	0.50	0.50	0.50
Administrative Assistant	0.50	0.50	0.50	0.50	0.50
GIS Coordinator	-	-	-	-	-
Water Division Foreman	1.00	1.00	1.00	1.00	1.00
Working Foreman	1.00	1.00	1.00	1.00	1.00
Water Maintenance Man	1.00	1.00	1.00	1.00	1.00
Water System Maintenance	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00	1.00
Motor Equipment Operator	1.00	1.00	1.00	1.00	1.00
Bucket Truck Operator	1.00	1.00	1.00	1.00	1.00
<b>Total Full-time Equivalents</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>
*GIS Coordinator is being funded 1/3 General Fund, 1/3 Water and 1/3 Sewer. The FTE is reflected in the Highway Department.					

<b>SEWER</b>					
<b>Position</b>	<b>FY2020 FTE</b>	<b>FY2021 FTE</b>	<b>FY2022 FTE</b>	<b>FY2023 FTE</b>	<b>FY2024 FTE</b>
Senior Clerk	0.50	0.50	0.50	0.50	0.50
Principal Clerk	0.50	0.50	0.50	0.50	0.50
Administrative Assistant	0.50	0.50	0.50	0.50	0.50
GIS Coordinator	-	-	-	-	-
Sewer Division Foreman	1.00	1.00	1.00	1.00	1.00
Working Foreman	1.00	1.00	1.00	1.00	1.00
Sewer Maintenance Man	1.00	1.00	2.00	2.00	1.00
<b>Total Full-time Equivalents</b>	<b>4.50</b>	<b>4.50</b>	<b>5.50</b>	<b>5.50</b>	<b>4.50</b>