

DPW SEWER	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC	FY2020 FIN COM REC
<i>Salaries</i>										
5111 Regular	218,704	165,476	260,659	233,282	280,387	253,276	291,142	299,520	299,520	
5120 Temporary Part-Time Salaries	5,615	5,615	-	-	-	-	8,245	8,430	8,430	
5130 Overtime	67,094	63,475	60,000	48,506	61,500	51,485	63,100	64,500	64,500	
5135 Uniform Allowance	480	480	720	480	720	720	1,020	1,320	1,320	
5144 Night Call Back	3,500	3,500	3,500	3,500	3,500	3,500	3,600	3,600	3,600	
5180 All Other Salaries	1,000	111	1,000	130	1,000	26	1,000	1,800	1,800	
Total Salaries	296,393	238,657	325,879	285,898	347,107	309,006	368,107	379,170	379,170	
<i>Operating</i>										
5210 Energy Utilities	87,408	87,404	92,760	92,756	82,600	82,924	92,260	102,400	102,400	
5240 Repairs and Maintenance	55,273	48,552	77,343	77,343	65,200	69,651	65,500	77,550	77,550	
5270 Leases and Contract	45,406	21,827	48,753	48,753	36,300	32,977	41,300	36,800	36,800	
5303 Grinder Pumps	20,000	18,022	8,930	8,930	12,600	10,371	12,600	16,650	16,650	
5310 Professional Services	88,873	86,610	82,059	82,059	64,500	45,363	54,500	56,800	56,800	
5340 Communications	480	480	1,240	545	600	250	1,130	1,130	1,130	
5420 Office Supplies	664	669	-	-	400	-	400	400	400	
5423 All Other Supplies and Exp.	60,584	52,603	60,529	59,743	70,000	56,496	70,000	73,500	73,500	
5431 Other Equipment	7,500	6,904	15,171	15,171	15,000	6,145	20,000	20,000	20,000	
5523 Easment Settlements	35,000	-	25,000	-	15,000	-	15,000	15,000	15,000	
5555 Emergency Reserve Fund	60,000	-	35,000	-	-	-	60,000	60,000	60,000	
5671 Lowell Sewer	1,851,812	1,818,130	1,703,526	1,350,000	1,462,000	1,210,000	1,412,434	1,303,100	1,303,100	
5703 Dues and Memberships	-	-	300	170	475	-	600	600	600	
5720 Court Judgments	-	-	-	-	-	-	-	-	-	
5790 Staff Development/Training	6,500	4,081	6,126	5,956	4,100	1,230	4,100	3,690	3,690	
5950 Unpaid Bills	100,010	100,010	242,318	242,318	-	-	-	-	-	
Total Operating	2,419,510	2,245,292	2,399,055	1,983,744	1,828,775	1,515,409	1,849,824	1,767,620	1,767,620	
<i>Capital Outlay</i>										
5833 Capital Outlay	-	-	-	-	-	-	-	-	-	
Total Capital Outlay	-	-								
Total Budget	2,715,903	2,483,950	2,724,934	2,269,642	2,175,882	1,824,414	2,217,931	2,146,790	2,146,790	-

Position	FY2016 BUDGETED FTE	FY2017 BUDGETED FTE	FY2018 BUDGETED FTE	FY2019 BUDGETED FTE	FY2020 DEPT REQ FTE	FY2020 TM REC FTE	FY2020 FIN COM REC FTE
Assistant Superintendent Utility		0.33	0.33	0.33	0.33	0.33	
Crew Leader	1	1	1	1	1	1	
HMEO		1	1	1	1	1	
SHMEO	2	1	1	1	1	1	
Project Manager	0						
Operations Assistant (Billing)	0.4	0.4	0.4	0.4	0.4	0.4	
Temporary Part-time (FTE)		0.3	0.3	0.3	0.3	0.3	
Total Staffing	3.4	3.73	4.03	4.03	4.03	4.03	0

**FISCAL YEAR 2020
DPW SEWER DEPARTMENT SALARY INFORMATION TOWN MANAGER RECOMMENDED**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Scott Branch	Assistant Superinte	12/18/2017	A10	10	32,234				32,234
Richard Stoddard	Crew-leader	3/8/1982	3B	7	73,026	\$10,954		2,939	86,919
Tim Stronach	SHMEO	11/4/1985	3A	7	69,688	\$10,453			80,141
Tom Allard	HMEO	3/2/2015	3	6	43,821				43,821
	Step Increase	3/2/2020		7	22,397				22,397
	Longevity	9/2/2019					850		850
William Blakeney	Operations Assista	4/15/1981	3	7	27,835	\$4,175			32,010
Regular Salary	Extra Day Leap Year				1,147				1,147
Total Regular Salaries					270,148	\$25,582	850	2,939	299,520

Temporary Part-Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	1 Summer Worker 16 Wks		D	6	8,430				8,430
Total Temporary Part-Time Salaries					8,430				8,430

Overtime

Name	Position				Amount				Total Benefit
	All Sewer Staff				64,500				64,500
Total Overtime					64,500				64,500

Uniform Allowance

Name	Position				Amount				Total Benefit
	All Sewer Staff				1,320				1,320
Total Uniform Allowance					1,320				1,320

Night Call Back

Name	Position				Amount				Total Benefit
	All Sewer Staff				3,600				3,600
Total Night Call Back					3,600				3,600

All Other Salaries

Name	Position				Amount				Total Benefit
All Sewer Staff	Out of Grade				1,000				1,000
License Incentive					800				800
Total All Other Salaries					1,800				1,800

Department Total									379,170
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**FISCAL YEAR 2020
DPW SEWER DEPARTMENT SALARY INFORMATION DEPARTMENT REQUEST**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Scott Branch	Assistant Superintendent Utility	12/18/2017	A10	10	32,234				32,234
Richard Stoddard	Crew-leader	3/8/1982	3B	7	73,026	\$10,954		2,939	86,919
Tim Stronach	SHMEO	11/4/1985	3A	7	69,688	\$10,453			80,141
Tom Allard	HMEO	3/2/2015	3	6	43,821				43,821
	Step Increase	3/2/2020		7	22,397				22,397
	Longevity	9/2/2019					850		850
William Blakeney	Operations Assistant (40%)	4/15/1981	3	7	27,835	\$4,175			32,010
Regular Salary	Extra Day Leap Year				1,147				1,147
Total Regular Salaries					270,148	\$25,582	850	2,939	299,520

Temporary Part-Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	1 Summer Worker 16 Wks		D	6	8,430				8,430
Total Temporary Part-Time Salaries					8,430				8,430

Overtime

Name	Position	Amount	Total Benefit
	All Sewer Staff	64,500	64,500
Total Overtime		64,500	64,500

Uniform Allowance

Name	Position	Amount	Total Benefit
	All Sewer Staff	1,320	1,320
Total Uniform Allowance		1,320	1,320

Night Call Back

Name	Position	Amount	Total Benefit
	All Sewer Staff	3,600	3,600
Total Night Call Back		3,600	3,600

All Other Salaries

Name	Position	Amount	Total Benefit
All Sewer Staff	Out of Grade	1,000	1,000
License Incentive		800	800
Total All Other Salaries		1,800	1,800

Department Total									379,170
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**FISCAL YEAR 2019
DPW SEWER DEPARTMENT SALARY INFORMATION**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Scott Branch	Assistant Superintendent Utility		A10	9	30,754				30,754
Richard Stoddard	Crew-leader	3/8/1982	3B	7	71,419	10,713			82,132
Tim Stronach	SHMEO		3A	7	68,154	10,223			78,377
Barnie Marion	HMEO	1/10/2000	3	7	67,301		2,000		69,301
William Blakeney	Operations Assista	4/15/1981	3	7	26,590	3,989			30,579
Total Regular Salaries					264,218		2,000	-	291,142

Temporary Part-Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	1 Summer Worker 16 Wks		D	6	8,245				8,245
Total Temporary Part-Time Salaries									8,245

Overtime

Name	Position				Amount				Total Benefit
	All Sewer Staff				63,100				63,100
Total Overtime					63,100				63,100

Uniform Allowance

Name	Position				Amount				Total Benefit
	All Sewer Staff				1,020				1,020
Total Uniform Allowance					1,020				1,020

Night Call Back

Name	Position				Amount				Total Benefit
	All Sewer Staff				3,600				3,600
Total Night Call Back					3,600				3,600

All Other Salaries

Name	Position				Amount				Total Benefit
All Sewer Staff	Out of Grade				1,000				1,000
Total All Other Salaries					1,000				1,000

Department Total									368,107
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**FISCAL YEAR 2018
DPW SEWER DEPARTMENT SALARY INFORMATION**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Brian Pena	Assistant Superintendent Utility		A	9	30,003				30,003
Richard Stoddard	Crew-leader	3/8/1982	3B	7	69,677	15%	10,451.55		80,129
Tim Stronach	SHMEO		3A	7	66,492	15%	9,973.80		76,466
Barnie Marion	HMEO	1/10/2000	3	7	61,958		2,000		63,958
William Blakeney	Operations Assista	4/15/1981	3	7	25,941	15%	3,891.15		29,832
Total Regular Salaries					254,071		26,317	-	280,387

Temporary Part-Time Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	1 Summer Worker 16 Wks		D	6	-				-
Total Temporary Part-Time Salaries									-

Overtime

Name	Position				Amount				Total Benefit
	All Sewer Staff				61,500				61,500
Total Overtime					61,500				61,500

Uniform Allowance

Name	Position				Amount				Total Benefit
	All Sewer Staff				720				720
Total Uniform Allowance					720				720

Night Call Back

Name	Position				Amount				Total Benefit
	All Sewer Staff				3,500				3,500
Total Night Call Back					3,500				3,500

All Other Salaries

Name	Position				Amount				Total Benefit
All Sewer Staff	Out of Grade				1,000				1,000
Total All Other Salaries					1,000				1,000

Department Total									347,107
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DESCRIPTION/DETAIL

DPW SEWER OPERATING
5210 Energy Utilities

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
87,408	87,404	92,760	92,756	82,600	82,924	92,260	102,400	102,400

Electric power and gas to run (47) pump stations;

National Grid Electric (47 Pump Stations)	88,200	88,200
National Grid Gas (11 Pump Stations)	4,000	4,000
Direct Energy	200	200
Heather Row Grinder	6,000	6,000
Gas to new generators (9 Pump Stations)	4,000	4,000
<i>Total 5210 Energy Utilities:</i>	102,400	102,400

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5240 Repairs and Maintenance

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
55,273	48,552	77,343	77,343	65,200	69,651	65,500	77,550	77,550
Maintenance and repair to system equipment and facilities including: generators, instrumentation, minor building envelope; pump systems (pumps, motors, floats), contractor repair and replacement of pumps; Reset/adjustment and replacement of frames and covers and repair of MH structures on old system/mains; repair and troubleshooting Remote meter reading network etc							67,650	67,650
Allotment for generator maintenance from Leases and Contracts							4,500	4,500
3% for increases for goods and Services							2,100	2,100
Preventative Maintenance of new generators							3,300	3,300
<i>Total 5240 Repairs and Maintenance:</i>							77,550	77,550

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5270 Leases and Contract Services

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC	
45,406	21,827	48,753	48,753	36,300	32,977	41,300	36,800	36,800	
							B & M Railroad Lease	3,600	3,600
							Mission Pump station telemetry	20,000	20,000
							Camera Sewer Line (Investigation into service hookups)	5,000	5,000
							Beacon Meter Software Monthly fee (40% of total cost)	8,000	8,000
							Project Dog	200	200
							<i>Total 5270 Leases and Contracts:</i>	36,800	36,800

Annual Generator Maintenance moved to Repair and Maintenance Line

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5303 Grinder Pumps

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
20,000	18,022	8,930	8,930	12,600	10,371	12,600	16,650	16,650

Reimbursement for Grinder pumps to those hooking up to sewer on small pressure lines; based on (7) installations per year Initial pump is purchased by the Town (\$2263/unit) 15,850 15,850
Pricing effective through June 2019 with anticipated 5% increase July 2019 (\$115/unit) 800 800

Total 5303 Grinder Pumps: 16,650 16,650

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5310 Professional Services

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
88,873	86,610	82,059	82,059	64,500	45,363	54,500	56,800	56,800

Ongoing annual program to be compliant w/DEP Regulations: Conduct an annual Infiltration and Inflow work plan including inspection and metering of piping network; determine methods and means to eliminate extraneous flow and determine amount of flow removed given applied treatments

45,000 45,000

Billtrust printing, stuffing and postage water bills (3x)/year at \$9,850/billing;
(Split between water and sewer 60/40)

11,800 11,800

Total 5310 Professional Services: 56,800 56,800

DESCRIPTION/DETAIL

DPW SEWER EXPENSES

5340 Communications

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
480	480	1,240	545	600	250	1,130	1,130	1,130

(1) Wireless communication data service for off site use of computer for pump station monitoring documentation and GIS (Crewleader/Pump Station Maintenance)							480	480
Cell Phone for Sewer Crewleader							650	650
							<i>Total 5340 Communications:</i>	1,130

DESCRIPTION/DETAIL

DPW SEWER OPERATING
5420 Office Supplies

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
664	669	-		400	-	400	400	400

Advertising, postage, various office needs, paper, document management 400 400

Total 5423 All Other Supplies: 400 400

DPW SEWER OPERATING

5423 All Other Supplies and Expenses

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
60,584	52,603	60,529	59,743	70,000	56,496	70,000	73,500	73,500
Pipe fittings and couplings; Manhole frames and covers purchase; gas monitoring and personal protective equipment; Police Details, Contractual services, Purchase of pumps, Pump and Pumper Rental for wet-well cleaning; Fire safety, parts used by in-house staff to repair/maintain pump stations, Miscellaneous items i.e. legal notices etc.							38,000	38,000
5% increase to address contractual and inflationary costs							2,000	2,000
Additional Personal Protective equipment related to sewer							1,500	1,500
Wetwell Chemicals to control Grease As recommended in the Sewer System O and M report, provided by Weston and Sampson, a more constant program to manage Fat, oil and Grease (FOG) should be employed to avoid Sewer System Overflows. The Town uses a number of techniques incl mixing valves, degreasers and enzymes. Enzymes are a more effect wet-well additive vs. degreasers; a routine application schedule is needed to make the enzyme application effective							32,000	32,000
CDL Medical Exam							240	240
<i>Total 5423 All Other Supplies and Expenses:</i>							73,500	73,500

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5431 Other Equipment

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
7,500	6,904	15,171	15,171	15,000	6,145	20,000	20,000	20,000
Purchase and repair of specialty equipment used in maintaining system							5,000	5,000
Maintenance of Vaccum/Rodding Truck							15,000	15,000
<i>Total 5431 Other Equipment:</i>							20,000	20,000

DESCRIPTION/DETAIL

DPW SEWER OPERATING
5523 Easement Settlements

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
35,000	-	25,000		15,000	-	15,000	15,000	15,000

Outstanding Easement disputes from Sewer Installation project 15,000 15,000

Total 5523 Easement Settlements: 15,000 15,000

DESCRIPTION/DETAIL

DPW SEWER OPERATING

Emergency Reserve Fund

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
60,000	-	35,000		-	-	60,000	60,000	60,000

Due to the nature of equipment and construction costs this line is used to address emergency situations or overdrafts to Sewer budget lines; what isn't approved thru FinComm returns to the Sewer free-cash

60,000 60,000

Total Emergency Reserve Fund: 60,000 60,000

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5671 Lowell Sewer

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
1,851,812	1,818,130	1,703,526	1,350,000	1,462,000	1,210,000	1,412,434	1,303,100	1,303,100

Town's wastewater flow to Lowell; based on the previous year's percent of total plant flow multiplied by the previous year's actual plant/system costs:

Although continued Tewksbury connections, increased operating costs of the Lowell plant, capital costs of the Lowell wastewater system and Lowell's separation of their combined system to eliminate I/I

has and will continue to increase Lowell's budgeted costs;

Based on 8.3% at FY19 Allocable cost in Approved Budget

1,303,100 1,303,100

Total 5671 Lowell Sewer: 1,303,100 1,303,100

Allocable Cost History

FY15 - 8.64%

FY16 - 8.65%

FY17 - 8.18%

FY18 - 7.11%

FY19 - Not Yet Determined

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5703 Dues and Memberships

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
-	-	300	170	475	-	600	600	600

Membership for Division Leadman in New England Water Works Assoc
 WEF/NEWEA membership 600 600

Total 5703 Dues and Memberships: 600 600

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5790 Staff Development/Training

FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2018 EXPENDED	FY2019 BUDGETED	FY2020 DEPT REQ	FY2020 TM REC
6,500	4,081	6,126	5,956	4,100	1,230	4,100	3,690	3,690
(3) staff x \$1000/ to attend classes to maintain certifications and education Training specific to Pump Station Mechanics and electronic controls							3,000	3,000
CEU's for Hoisting Licensing (3 at \$145)							435	435
Reimbursement for Licensing							255	255
<i>Total 5790 Staff Development/Training:</i>							3,690	3,690

