

DPW SEWER	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC	FY2019 FIN COM REC
<i>Salaries</i>										
5111 Regular	237,609	189,391	218,704	165,476	260,659	233,282	283,283	283,283	283,283	
5120 Temporary Part-Time Salaries	-	-	5,615	5,615	-	-	8,245	8,245	8,245	
5130 Overtime	72,000	67,988	67,094	63,475	60,000	48,506	61,500	63,100	63,100	
5135 Uniform Allowance	720	720	480	480	720	480	720	720	720	
5144 Night Call Back	3,910	3,910	3,500	3,500	3,500	3,500	3,500	3,600	3,600	
5180 All Other Salaries	1,000	608	1,000	111	1,000	130	1,000	1,000	1,000	
Total Salaries	315,239	262,617	296,393	238,657	325,879	285,898	358,248	359,948	359,948	
<i>Operating</i>										
5210 Energy Utilities	92,632	87,632	87,408	87,404	92,760	92,756	82,600	92,260	92,260	
5240 Repairs and Maintenance	72,553	62,813	55,273	48,552	77,343	77,343	65,200	65,500	65,500	
5270 Leases and Contract	29,064	28,655	45,406	21,827	48,753	48,753	36,300	41,300	41,300	
5303 Grinder Pumps	10,000	8,955	20,000	18,022	8,930	8,930	12,600	12,600	12,600	
5310 Professional Services	113,929	108,205	88,873	86,610	82,059	82,059	54,500	54,500	54,500	
5340 Communications	720	562	480	480	1,240	545	600	1,130	1,130	
5420 Office Supplies	484	484	664	669	-	-	400	400	400	
5423 All Other Supplies and Exp.	57,362	56,218	60,584	52,603	60,529	59,743	70,000	70,000	70,000	
5431 Other Equipment	7,306	7,306	7,500	6,904	15,171	15,171	15,000	20,000	20,000	
5523 Easment Settlements	60,000	-	35,000	-	25,000	-	15,000	15,000	15,000	
5555 Emergency Reserve Fund	60,000	-	60,000	-	35,000	-	60,000	60,000	60,000	
5671 Lowell Sewer	1,352,043	1,283,550	1,851,812	1,818,130	1,703,526	1,350,000	1,472,000	1,412,434	1,412,434	
5703 Dues and Memberships	-	-	-	-	300	170	475	600	600	
5720 Court Judgments	-	-	-	-	-	-	-	-	-	
5790 Staff Development/Training	1,500	1,125	6,500	4,081	6,126	5,956	4,100	4,100	4,100	
5950 Unpaid Bills	100,010	100,010	242,318	242,318	-	-	-	-	-	
Total Operating	1,957,603	1,745,515	2,561,819	2,387,601	2,156,737	1,741,426	1,888,775	1,849,824	1,849,824	
<i>Capital Outlay</i>										
5833 Capital Outlay	-	-	-	-	-	-	-	-	-	
Total Capital Outlay	-	-								
Total Budget	2,272,842	2,008,133	2,858,212	2,626,258	2,482,616	2,027,324	2,247,023	2,209,772	2,209,772	-

Position	FY2015 BUDGETED FTE	FY2016 BUDGETED FTE	FY2017 BUDGETED FTE	FY2018 BUDGETED FTE	FY2019 DEPT REQ FTE	FY2019 TM REC FTE	FY2019 FIN COM REC FTE
Assistant Superintendent Utility			0.33	0.33	0.33	0.33	
Crew Leader	1	1	1	1	1	1	
HMEO			1	1	1	1	
SHMEO	2	2	1	1	1	1	
Project Manager	0.4	0					
Operations Assistant (Billing)	0.5	0.4	0.4	0.4	0.4	0.4	
Temporary Part-time (FTE)			0.3	0.3	0.3	0.3	
Total Staffing	3.9	3.4	4.03	4.03	4.03	4.03	0

FISCAL YEAR 2019
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 Superintendent Utility		A10	9	30,003				30,003
Richard Stoddard	Crew-leader	3/8/1982	3B	7	69,677	\$10,451.55			80,129
Tim Stronach	SHMEO		3A	7	66,492	\$9,973.80			76,466
Barnie Marion	HMEO	1/10/2000	3	7	64,853		2,000		66,853
William Blakeney	Operations Assistar	4/15/1981	3	7	25,941	\$3,891.15			29,832
Total Regular Salaries					256,966		2,000	-	283,283

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				720				720
Total Uniform Allowance					720				720

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									359,948
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**FISCAL YEAR 2019
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		A10	9	30,003				30,003
Richard Stoddard	Crew-leader	3/8/1982	3B	7	69,677	\$10,451.55			80,129
Tim Stronach	SHMEO		3A	7	66,492	\$9,973.80			76,466
Barnie Marion	HMEO	1/10/2000	3	7	64,853		2,000		66,853
William Blakeney	Operations Assistant (40%)	4/15/1981	3	7	25,941	\$3,891.15			29,832
Total Regular Salaries					256,966		2,000	-	283,283

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	Ann. Date	Grade	Step	Amount	Longevity %	Longevity \$	Wage Def.	Total Benefit
	All Sewer Staff				63,100				63,100
Total Overtime					63,100				63,100

Uniform Allowance

Name	Position	Ann. Date	Grade	Step	Amount	Longevity %	Longevity \$	Wage Def.	Total Benefit
	All Sewer Staff				720				720
Total Uniform Allowance					720				720

Night Call Back

Name	Position	Ann. Date	Grade	Step	Amount	Longevity %	Longevity \$	Wage Def.	Total Benefit
	All Sewer Staff				3,600				3,600
Total Night Call Back					3,600				3,600

All Other Salaries

Name	Position	Ann. Date	Grade	Step	Amount	Longevity %	Longevity \$	Wage Def.	Total Benefit
All Sewer Staff	Out of Grade				1,000				1,000
Total All Other Salaries					1,000				1,000

Department Total									359,948
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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	64,853		2,000		66,853
William Blakeney	Operations Assista	4/15/1981	3	7	25,941	15%	3,891.15		29,832
Total Regular Salaries					256,966		26,317	-	283,283

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				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									358,248
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**FISCAL YEAR 2017
DPW SEWER DEPARTMENT SALARY INFORMATION**

Regular Salaries

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Vacant	Assistant Superintendent Utility		10	1	\$ 24,027				24,027
Richard Stoddard	Crew-leader	3/8/1982	3B	7	67,718	15%	10,157.72		77,876
Vacant	SHMEO, Mechanic		3A	7	64,622				64,622
Barnie Marion	HMEO	1/10/2000	3	7	63,029		2,000		65,029
William Blakeney	Operations Assista	4/15/1981	3	7	25,308	15%	3,796.21		29,104
Total Regular Salaries					220,678		15,954	-	260,659

Temporary Part-Time Salaries

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

Overtime

Name	Position	Amount	Total Benefit
	All Sewer Staff	60,000	60,000
Total Overtime		60,000	60,000

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									325,879.00
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DESCRIPTION/DETAIL

DPW SEWER OPERATING

5210 Energy Utilities

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
92,632	87,632	87,408	87,404	92,760	92,756	82,600	92,260	92,260

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

National Grid Electric	89,660	89,660
National Grid Gas	2,500	2,500
Direct Energy	100	100

Total 5210 Energy Utilities: 92,260 92,260

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5240 Repairs and Maintenance

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
72,553	62,813	55,273	48,552	77,343	77,343	65,200	65,500	65,500

Maintenance and repair to system equipment and facilities including: generators, instrumentation, Building envelope and 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/lines; repair and troubleshooting Remote meter reading network etc

65,500 65,500

Total 5240 Repairs and Maintenance: 65,500 65,500

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5303 Grinder Pumps

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
10,000	8,955	20,000	18,022	8,930	8,930	12,600	12,600	12,600

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 (1800/unit) 12,600 12,600

Total 5303 Grinder Pumps: 12,600 12,600

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5310 Professional Services

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
113,929	108,205	88,873	86,610	82,059	82,059	54,500	54,500	54,500

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 \$9,500/billing;
(Split between water and sewer 2:1)

9,500 9,500

Total 5310 Professional Services: 54,500 54,500

DESCRIPTION/DETAIL

DPW SEWER EXPENSES

5340 Communications

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
720	562	480	480	1,240	545	600	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

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
484	484	664	669	-		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

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
57,362	56,218	60,584	52,603	60,529	59,743	70,000	70,000	70,000

Pipe fittings and couplings; Manhole frames and covers purchase; gas monitoring and personal protective equipment; Police Details, Contractual services, Pump and Pumper Rental for wet-well cleaning; Fire safety, parts used by in-house staff to repair/maintain pump stations, legal notices etc. 38,000 38,000

Wetwell Chemicals to control Grease
As recommended in the Sewer System O and M report, provided by Weston and Sampson, a more consistent 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 effective wet-well additive vs. degreasers; a routine application schedule is needed to make the enzyme application effective 32,000 32,000

Total 5423 All Other Supplies and Expenses: 70,000 70,000

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5431 Other Equipment

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
7,306	7,306	7,500	6,904	15,171	15,171	15,000	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

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
60,000	-	35,000	-	25,000		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

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
60,000	-	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

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
1,352,043	1,283,550	1,851,812	1,818,130	1,703,526	1,350,000	1,472,000	1,412,434	1,412,434

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;

FY17 8.18 MGD FY18 8.9 MGD

Based upon last half of FY17

1,412,434 1,412,434

Total 5671 Lowell Sewer: 1,412,434 1,412,434

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5703 Dues and Memberships

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
-	-	-	-	300	170	475	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

FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2017 EXPENDED	FY2018 BUDGETED	FY2019 DEPT REQ	FY2019 TM REC
1,500	1,125	6,500	4,081	6,126	5,956	4,100	4,100	4,100
(3) staff x \$700/ to attend classes to maintain certifications and education Training specific to Pump Station Mechanics and electronic controls							2,100	2,100
Attendance to WEFTEC/NEWEA							2,000	2,000
<i>Total 5790 Staff Development/Training:</i>							4,100	4,100

