

DPW SEWER	FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC	FY2018 FIN COM REC
<i>Salaries</i>										
5111 Regular	226,499	219,184	237,609	189,391	218,704	165,476	260,659	283,283	283,283	
5120 Temporary Part-Time Salaries	-	-	-	-	5,615	5,615	7,847	8,245	8,245	
5130 Overtime	73,000	75,988	72,000	67,988	67,094	63,475	60,000	61,500	61,500	
5135 Uniform Allowance	550	550	720	720	480	480	720	720	720	
5144 Night Call Back	3,975	1,975	3,910	3,910	3,500	3,500	3,500	3,500	3,500	
5180 All Other Salaries	450	-	1,000	608	1,000	111	1,000	1,000	1,000	
<b>Total Salaries</b>	<b>304,474</b>	<b>297,697</b>	<b>315,239</b>	<b>262,617</b>	<b>296,393</b>	<b>238,657</b>	<b>333,726</b>	<b>358,248</b>	<b>358,248</b>	
<i>Operating</i>										
5210 Energy Utilities	78,540	78,540	92,632	87,632	87,408	87,404	80,600	82,600	82,600	
5240 Repairs and Maintenance	65,578	60,016	72,553	62,813	55,273	48,552	65,200	65,200	65,200	
5270 Leases and Contract	29,400	21,627	29,064	28,655	45,406	21,827	38,100	36,300	36,300	
5303 Grinder Pumps	10,000	1,915	10,000	8,955	20,000	18,022	12,000	12,600	12,600	
5310 Professional Services	113,436	110,182	113,929	108,205	88,873	86,610	45,000	54,500	54,500	
5340 Communications	600	600	720	562	480	480	1,200	600	600	
5420 Office Supplies	250	250	484	484	664	669	400	400	400	
5423 All Other Supplies and Exp.	41,537	35,395	57,362	56,218	60,584	52,603	55,000	70,000	70,000	
5431 Other Equipment	15,000	15,000	7,306	7,306	7,500	6,904	14,500	15,000	15,000	
5523 Easment Settlements	60,000	-	60,000	-	35,000	-	30,000	15,000	15,000	
5555 Emergency Reserve Fund	60,000	-	60,000	-	60,000	-	60,000	60,000	60,000	
5580 Uniform Allowance	200	200	-	-	-	-	-	-	-	
5671 Lowell Sewer	1,807,788	1,402,426	1,352,043	1,283,550	1,851,812	1,818,130	1,572,000	1,472,000	1,472,000	
5703 Dues and Memberships	100	-	-	-	-	-	300	475	475	
5720 Court Judgments	-	-	-	-	-	-	-	-	-	
5790 Staff Development/Training	2,500	1,300	1,500	1,125	6,500	4,081	2,100	4,100	4,100	
5950 Unpaid Bills	100,010	100,010	242,318	242,318	-	-	-	-	-	-
<b>Total Operating</b>	<b>2,384,939</b>	<b>1,827,460</b>	<b>2,099,912</b>	<b>1,887,824</b>	<b>2,319,500</b>	<b>2,145,282</b>	<b>1,976,400</b>	<b>1,888,775</b>	<b>1,888,775</b>	<b>-</b>
<i>Capital Outlay</i>										
5833 Capital Outlay	-	-	-	-	-	-	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>							
<b>Total Budget</b>	<b>2,689,413</b>	<b>2,125,157</b>	<b>2,415,151</b>	<b>2,150,441</b>	<b>2,615,893</b>	<b>2,383,940</b>	<b>2,310,126</b>	<b>2,247,023</b>	<b>2,247,023</b>	<b>-</b>

Position	FY2014 BUDGETED FTE	FY2015 BUDGETED FTE	FY2016 BUDGETED FTE	FY2017 BUDGETED FTE	FY2018 DEPT REQ FTE	FY2018 TM REC FTE	FY2018 FIN COM REC FTE
Assistant Superintendent Utility				0.33	0.33	0.33	
Crew Leader	1	1	1	1	1	1	
HMEO	1			1	1	1	
SHMEO	1	2	2	1	1	1	
Project Manager		0.4	0				
Operations Assistant (Billing)	0.5	0.5	0.4	0.4	0.4	0.4	
<b>Total Staffing</b>	<b>3.5</b>	<b>3.9</b>	<b>3.4</b>	<b>3.73</b>	<b>3.73</b>	<b>3.73</b>	<b>0</b>

**FISCAL YEAR 2018**  
**DPW SEWER DEPARTMENT SALARY INFORMATION TOWN MANAGER RECOMMENDED**

**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 Assistar	4/15/1981	3	7	25,941	15%	3,891.15		29,832
<b>Total Regular Salaries</b>					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
<b>Total Temporary Part-Time Salaries</b>									8,245

**Overtime**

Name	Position				Amount				Total Benefit
	All Sewer Staff				61,500				61,500
<b>Total Overtime</b>					61,500				61,500

**Uniform Allowance**

Name	Position				Amount				Total Benefit
	All Sewer Staff				720				720
<b>Total Uniform Allowance</b>					720				720

**Night Call Back**

Name	Position				Amount				Total Benefit
	All Sewer Staff				3,500				3,500
<b>Total Night Call Back</b>					3,500				3,500

**All Other Salaries**

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

<b>Department Total</b>									358,248
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**FISCAL YEAR 2018  
DPW SEWER DEPARTMENT SALARY INFORMATION DEPARTMENT REQUEST**

**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 Assistant (40%)	4/15/1981	3	7	25,941	15%	3,891.15		29,832
<b>Total Regular Salaries</b>					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
<b>Total Temporary Part-Time Salaries</b>									8,245

**Overtime**

Name	Position	Ann. Date	Grade	Step	Amount	Longevity %	Longevity \$	Wage Def.	Total Benefit
	All Sewer Staff				61,500				61,500
<b>Total Overtime</b>					61,500				61,500

**Uniform Allowance**

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

**Night Call Back**

Name	Position	Ann. Date	Grade	Step	Amount	Longevity %	Longevity \$	Wage Def.	Total Benefit
	All Sewer Staff				3,500				3,500
<b>Total Night Call Back</b>					3,500				3,500

**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
<b>Total All Other Salaries</b>					1,000				1,000

<b>Department Total</b>									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%	10,157.71		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
<b>Total Regular Salaries</b>					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				7,847				7,847
<b>Total Temporary Part-Time Salaries</b>									7,847

**Overtime**

Name	Position				Amount				Total Benefit
	All Sewer Staff				60,000				60,000
<b>Total Overtime</b>					60,000				60,000

**Uniform Allowance**

Name	Position				Amount				Total Benefit
	All Sewer Staff				720				720
<b>Total Uniform Allowance</b>					720				720

**Night Call Back**

Name	Position				Amount				Total Benefit
	All Sewer Staff				3,500				3,500
<b>Total Night Call Back</b>					3,500				3,500

**All Other Salaries**

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

<b>Department Total</b>									333,726
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**FISCAL YEAR 2016  
DPW SEWER DEPARTMENT SALARY INFORMATION**

**Regular Salaries**

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
Vacant	Crew Leader		3b	7	52,798		-		52,798
Richard Stoddard	SHMEO	3/8/1982	3a	7	63,531	15%	9,298		72,829
Barnie Marion	HMEO	1/10/2000	3	7	61,964		1,750		63,714
	Longevity (Full)	1/10/2016			-		250		250
Vacant	SHMEO, Mechanic		3a	7	-		-		-
William Blakeney	Operations Assista	4/15/1981	3	7	25,396	15%	3,717		29,113
<b>Total Regular Salaries</b>					203,689		15,015	-	218,704

**Temporary Part-Time Salaries**

Name	Position	Ann. Date	Grade	Step	Base Salary	Longevity %	Longevity \$	Wage Def.	Total Salary
	1 Summer Worker 16 Wks				5,615				5,615
<b>Total Temporary Part-Time Salaries</b>									5,615

**Overtime**

Name	Position				Amount				Total Benefit
	All Sewer Staff				67,094				67,094
<b>Total Overtime</b>					67,094				67,094

**Uniform Allowance**

Name	Position				Amount				Total Benefit
	All Sewer Staff				480				480
<b>Total Uniform Allowance</b>					480				480

**Night Call Back**

Name	Position				Amount				Total Benefit
	All Sewer Staff				3,500				3,500
<b>Total Night Call Back</b>					3,500				3,500

**All Other Salaries**

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

<b>Department Total</b>									296,393
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**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

*5210 Energy Utilities*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
78,540	78,540	92,632	87,632	87,408	87,404	80,600	<b>82,600</b>	<b>82,600</b>

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

National Grid Electric	80,000	80,000
National Grid Gas	2,500	2,500
Direct Energy	100	100

*Total 5210 Energy Utilities:* 82,600 82,600

**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

*5240 Repairs and Maintenance*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
65,578	60,016	72,553	62,813	55,273	48,552	65,200	<b>65,200</b>	<b>65,200</b>

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

65,200 65,200

*Total 5240 Repairs and Maintenance:* 65,200 65,200

**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

*5270 Leases and Contract Services*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
29,400	21,627	29,064	28,655	45,406	21,827	38,100	<b>36,300</b>	<b>36,300</b>
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)							7,700	7,700
<i>Total 5270 Leases and Contracts:</i>							36,300	36,300

**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

*5303 Grinder Pumps*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
10,000	1,915	10,000	8,955	20,000	18,022	12,000	<b>12,600</b>	<b>12,600</b>

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*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
113,436	110,182	113,929	108,205	88,873	86,610	45,000	<b>54,500</b>	<b>54,500</b>

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

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
600	600	720	562	480	480	1,200	<b>600</b>	<b>600</b>
(1) Wireless communication data service for off site use of computer for pump station monitoring documentation and GIS (Crewleader/Pump Station Maintenance)							600	600
<i>Total 5340 Communications:</i>							600	600

**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

*5420 Office Supplies*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
250	250	484	484	664	669	400	<b>400</b>	<b>400</b>

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*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	<b>FY2018 DEPT REQ</b>	<b>FY2018 TM REC</b>
41,537	35,395	57,362	56,218	60,584	52,603	55,000	<b>70,000</b>	<b>70,000</b>

Pipe fittings and couplings; Manhole frames and covers purchase; gas monitoring and personal protective equipment; Police Details, Contractual services, Pump and Pumper Rental for wetwell 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

32,000 32,000

As recommended in the Sewer System O and M report, provided by Weston and Sampson, a more consistant 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

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

**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

*5431 Other Equipment*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
15,000	15,000	7,306	7,306	7,500	6,904	14,500	<b>15,000</b>	<b>15,000</b>
Purchase and repair of specialty equipment used in maintaining system							5,000	5,000
Maintenance of Vaccum/Rodding Truck							10,000	10,000
<i>Total 5431 Other Equipment:</i>							15,000	15,000

**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

5523 Easement Settlements

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
60,000	-	60,000	-	35,000	-	30,000	<b>15,000</b>	<b>15,000</b>

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*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
60,000	-	60,000	-	60,000	-	60,000	<b>60,000</b>	<b>60,000</b>

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**

*5580 Uniform Allowance*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
200	200	-	-	-	-	-	-	-

Cost has been moved to Salaries

- -

*Total 5580 Uniform Allowance:*

- -

**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

*5671 Lowell Sewer*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
1,807,788	1,402,426	1,352,043	1,283,550	1,851,812	1,818,130	1,572,000	<b>1,472,000</b>	<b>1,472,000</b>

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:

1,472,000      1,472,000

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; however Tewksbury's metering at Burham Road station has been moved resulting in a lower Tewksbury to Lowell flow ratio

For FY18 the Lowell Sewer Assessment is estimated to reflect the measures from the new station.

*Total 5671 Lowell Sewer:*      1,472,000      1,472,000

**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

*5703 Dues and Memberships*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
100	-	-	-	-	-	300	<b>475</b>	<b>475</b>

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

300 300  
 175 175

*Total 5703 Dues and Memberships:* 475 475



**DESCRIPTION/DETAIL**

**DPW SEWER OPERATING**

*5790 Staff Development/Training*

FY2014 BUDGETED	FY2014 EXPENDED	FY2015 BUDGETED	FY2015 EXPENDED	FY2016 BUDGETED	FY2016 EXPENDED	FY2017 BUDGETED	FY2018 DEPT REQ	FY2018 TM REC
2,500	1,300	1,500	1,125	6,500	4,081	2,100	<b>4,100</b>	<b>4,100</b>

(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

*Total 5790 Staff Development/Training:*

4,100 4,100

