

DPW SEWER	FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC	FY2023 FIN COM REC
<i>Salaries</i>										
5111 Regular	291,142	287,014	299,620	299,539	307,776	307,776	307,052	295,326	295,326	
5120 Temporary Part-Time Salaries	8,245	5,811	8,430	7,778	8,070	1,442	8,837	9,920	9,920	
5130 Overtime	63,100	47,745	64,500	60,008	67,312	67,312	66,000	96,320	96,320	
5135 Uniform Allowance	1,020	1,020	1,320	1,320	1,620	1,620	1,620	1,620	1,620	
5144 Night Call Back	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	
5160 Terminal Leave Buy Back	-	-	-	-	-	-	34,478	-	-	
5180 All Other Salaries	1,000	115	1,700	28	488	129	1,900	1,900	1,900	
Total Salaries	368,107	345,305	379,170	372,273	388,866	381,879	423,487	408,686	408,686	
<i>Operating</i>										
5210 Energy Utilities	106,431	98,100	113,597	113,260	116,166	116,165	107,200	110,200	110,200	
5240 Repairs and Maintenance	80,193	68,348	93,535	92,945	104,054	102,572	84,760	84,765	84,765	
5270 Leases and Contract	57,410	52,622	59,629	40,406	48,073	47,179	36,240	35,440	35,440	
5303 Grinder Pumps	12,600	8,586	16,650	9,124	16,772	16,543	17,605	18,480	18,480	
5310 Professional Services	75,702	72,390	63,629	21,995	63,929	62,251	57,100	59,000	59,000	
5340 Communications	1,250	-	1,130	775	1,277	998	1,130	1,140	1,140	
5420 Office Supplies	400	400	402	-	400	380	400	400	400	
5423 All Other Supplies and Exp.	78,104	67,595	86,412	79,855	102,728	102,315	75,420	77,410	77,410	
5431 Other Equipment	20,000	-	20,000	-	20,600	19,945	20,600	20,600	20,600	
5523 Easment Settlements	15,000	-	15,000	-	15,000	-	15,000	15,000	15,000	
5555 Emergency Reserve Fund	60,000	-	60,000	-	60,000	-	60,000	60,000	60,000	
5671 Lowell Sewer	1,415,832	1,103,398	1,315,361	1,012,411	1,350,000	1,350,000	1,453,000	1,483,650	1,483,650	
5703 Dues and Memberships	600	-	600	335	600	-	600	600	600	
5720 Court Judgments	-	-	-	-	-	-	-	-	-	
5790 Staff Development/Training	4,100	2,180	3,690	-	3,000	900	3,653	3,725	3,725	
5950 Unpaid Bills	-	-	-	-	-	-	-	-	-	
Total Operating	1,927,622	1,473,618	1,849,635	1,371,106	1,902,599	1,819,247	1,932,708	1,970,410	1,970,410	-
<i>Capital Outlay</i>										
5833 Capital Outlay	-	-	-	-	-	-	-	-	-	-
Total Capital Outlay	-	-	-							
Total Budget	2,295,729	1,818,923	2,228,805	1,743,379	2,291,465	2,201,126	2,356,195	2,379,096	2,379,096	-

Position	FY2019 BUDGETED FTE	FY2020 BUDGETED FTE	FY2021 BUDGETED FTE	FY2022 BUDGETED FTE	FY2023 DEPT REQ FTE	FY2023 TM REC FTE	FY2023 FIN COM REC FTE
Assistant Superintendent Utility	0.33	0.33	0.33	0.33	0.33	0.33	
Crew Leader	1	1	1	1	1	1	
SHMEO	1	1	1	1	1	1	
HMEO	1	1	1	1	1	1	
Project Manager							
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	0.3	
Total Staffing	4.03	4.03	4.03	4.03	4.03	4.03	0

**FISCAL YEAR 2023
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	34,459		200		34,659
Alec Drakoulakos	Crew-leader	12/27/2016	3B	7	78,067		1,000		78,067
Nicolas Mudarrie	SHMEO	2/27/2012	3A	7	74,498		1,700		74,498
Tom Allard	HMEO	3/2/2015	3	7	72,661		1,000		73,661
William Blakeney	Operations Assista	4/15/1981	3	7	29,064	\$4,360		1,017	34,441
									-
Total Regular Salaries					288,749	\$4,360	3,900	1,017	295,326

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	9,920				9,920
Total Temporary Part-Time Salaries					9,920				9,920

Overtime

Name	Position	Amount	Total Benefit
	All Sewer Staff	96,320	96,320
Total Overtime		96,320	96,320

Uniform Allowance

Name	Position	Amount	Total Benefit
	All Sewer Staff	540	1,620
Total Uniform Allowance		540	1,620

Night Call Back

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

Terminal Leave Buy Back

Name	Position	Retirement Date	# of Days	Annual Sal.	Weekly Sal.	Daily Sal.	Total Benefit
Total Terminal Leave Buy-Back							-

All Other Salaries

Name	Position	Amount	Total Benefit
All Sewer Staff	Out of Grade	1,000	1,000
License Incentive		900	900
Total All Other Salaries		1,900	1,900

Department Total					2				408,686
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**FISCAL YEAR 2023
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	34,459		200		34,659
Alec Drakoulakos	Crew-leader	12/27/2016	3B	7	78,067		1,000		78,067
Nicolas Mudarrie	SHMEO	2/27/2012	3A	7	74,498		1,700		74,498
Tom Allard	HMEO	3/2/2015	3	7	72,661		1,000		73,661
William Blakeney	Operations Assistant (40%)	4/15/1981	3	7	29,064	\$4,360		1,017	34,441
									-
Total Regular Salaries					288,749	\$4,360	3,900	1,017	295,326

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	9,920				9,920
Total Temporary Part-Time Salaries					9,920				9,920

Overtime

Name	Position				Amount				Total Benefit
	All Sewer Staff				96,320				96,320
Total Overtime					96,320				96,320

Uniform Allowance

Name	Position				Amount				Total Benefit
	All Sewer Staff			3	540				1,620
Total Uniform Allowance					540				1,620

Night Call Back

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

Terminal Leave Buy Back

Name	Position	Retirement Date			# of Days	Annual Sal.	Weekly Sal.	Daily Sal.	Total Benefit
Total Terminal Leave Buy-Back									-

All Other Salaries

Name	Position				Amount				Total Benefit
All Sewer Staff	Out of Grade				1,000				1,000
License Incentive					900				900
Total All Other Salaries					1,900				1,900

Department Total									408,686
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**FISCAL YEAR 2022
DPW SEWER DEPARTMENT SALARY INFORMATION**

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	33,701				33,701
Richard Stoddard	Crew-leader	3/8/1982	3B	7	78,325	\$1,483		465	80,272
Tim Stronach	SHMEO	11/4/1985	3A	7	71,063	\$10,659		2,860	84,582
Tom Allard	HMEO	3/2/2015	3	7	72,858		1,000		73,858
William Blakeney	Operations Assista	4/15/1981	3	7	29,102	\$4,365		1,171	34,638
									-
Total Regular Salaries					285,048	\$16,507	1,000	4,497	307,052

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	8,837				8,837
Total Temporary Part-Time Salaries					8,837				8,837

Overtime

Name	Position				Amount				Total Benefit
	All Sewer Staff				66,000				66,000
Total Overtime					66,000				66,000

Uniform Allowance

Name	Position				Amount				Total Benefit
	All Sewer Staff				1,620				1,620
Total Uniform Allowance					1,620				1,620

Night Call Back

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

Terminal Leave Buy Back

Name	Position	Retirement Date		# of Days	Annual Sal.	Weekly Sal.	Daily Sal.	Total Benefit
Richard Stoddard	Crew Leader	8/13/2021		102.00	88,875	170,260	340.52	34,478
Total Terminal Leave Buy-Back								34,478

All Other Salaries

Name	Position				Amount			Total Benefit
All Sewer Staff	Out of Grade				1,000			1,000
License Incentive					900			900
Total All Other Salaries					1,900			1,900

Department Total					4			423,487
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**FISCAL YEAR 2021
DPW SEWER DEPARTMENT SALARY INFORMATION**

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	32,960				32,960
Richard Stoddard	Crew-leader	3/8/1982	3B	7	74,669	\$11,200		3,005	88,874
Tim Stronach	SHMEO	11/4/1985	3A	7	71,256	\$10,688		767	82,712
Tom Allard	HMEO	3/2/2015	3	7	69,499		1,000		70,499
William Blakeney	Operations Assista	4/15/1981	3	7	28,462	\$4,269			32,731
									-
Total Regular Salaries					276,846	\$26,158	1,000	3,772	307,776

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	8,070				8,070
Total Temporary Part-Time Salaries					8,070				8,070

Overtime

Name	Position				Amount				Total Benefit
	All Sewer Staff				67,312				67,312
Total Overtime					67,312				67,312

Uniform Allowance

Name	Position				Amount				Total Benefit
	All Sewer Staff				1,620				1,620
Total Uniform Allowance					1,620				1,620

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				488				488
License Incentive					-				-
Total All Other Salaries					488				488

Department Total					5				388,866
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DESCRIPTION/DETAIL

DPW SEWER OPERATING

5210 Energy Utilities

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
106,431	98,100	113,597	113,260	116,166	116,165	107,200	110,200	110,200

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

National Grid Electric (47 Pump Stations)	106,000	106,000
National Grid Gas (19 Pump Stations)	4,000	4,000
Direct Energy	200	200

Total 5210 Energy Utilities: 110,200 110,200

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5240 Repairs and Maintenance

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
80,193	68,348	93,535	92,945	104,054	102,572	84,760	84,765	84,765

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

74,700 74,700

2% for increases for goods and Services

1,565 1,565

Generator maintenance

8,500 8,500

Total 5240 Repairs and Maintenance:

84,765 84,765

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5270 Leases and Contract Services

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
57,410	52,622	59,629	40,406	48,073	47,179	36,240	35,440	35,440
B & M Railroad Lease							3,600	3,600
Mission Pump station telemetry							20,000	20,000
Badger Software Maintenance (40% of Total Cost)							640	640
Beacon Meter Software Monthly fee (40% of total cost)							1,600	1,600
Project Dog							600	600
Asset Management Software for Sewer Pump Stations							9,000	9,000
<i>Total 5270 Leases and Contracts:</i>							35,440	35,440

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5303 Grinder Pumps

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
12,600	8,586	16,650	9,124	16,772	16,543	17,605	18,480	18,480

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 (\$2515/unit)
Pricing effective through June 2022 with anticipated 5% increase July 2022 (\$125/unit)

Total 5303 Grinder Pumps: 18,480 18,480

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5310 Professional Services

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
75,702	72,390	63,629	21,995	63,929	62,251	57,100	59,000	59,000

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)

14,000 14,000

Total 5310 Professional Services: 59,000 59,000

DESCRIPTION/DETAIL

DPW SEWER EXPENSES

5340 Communications

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
1,250	-	1,130	775	1,277	998	1,130	1,140	1,140

(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	660	660
<i>Total 5340 Communications:</i>	1,140	1,140

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5420 Office Supplies

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
400	400	402	-	400	380	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

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
78,104	67,595	86,412	79,855	102,728	102,315	75,420	77,410	77,410
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. 5% increase to address contractual and inflationary costs							41,200	41,200
Wetwell Chemicals to control Grease 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							2,100	2,100
CDL Medical Exam							34,000	34,000
							110	110
<i>Total 5423 All Other Supplies and Expenses:</i>							77,410	77,410

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5431 Other Equipment

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
20,000	-	20,000	-	20,600	19,945	20,600	20,600	20,600

Purchase and repair of specialty equipment used in maintaining system

5,000 5,000

Maintenance of Vacuum/Rodding Truck

15,000 15,000

Inspection of Cranes

600 600

Total 5431 Other Equipment:

20,600 20,600

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5523 Easement Settlements

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
15,000	-	15,000	-	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

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
60,000	-	60,000	-	60,000	-	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

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
1,415,832	1,103,398	1,315,361	1,012,411	1,350,000	1,350,000	1,453,000	1,483,650	1,483,650

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: 1,413,000 1,413,000

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;

Based on 7.8% at FY20 Allocable cost in Approved Budget (\$18,114,764)

Preliminary increase of 5% (until we receive better numbers from Lowell as to flow/allocable costs) \$ 70,650 70,650

Total 5671 Lowell Sewer: 1,483,650 1,483,650

Allocable Cost History

- FY15 - 8.64%
- FY16 - 8.65%
- FY17 - 8.18%
- FY18 - 7.11%
- FY19 - 7.0%
- FY20 - 6.8%
- FY21 -
- FY22 - not yet determined

DESCRIPTION/DETAIL

DPW SEWER OPERATING

5703 Dues and Memberships

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
600	-	600	335	600	-	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

FY2019 BUDGETED	FY2019 EXPENDED	FY2020 BUDGETED	FY2020 EXPENDED	FY2021 BUDGETED	FY2021 EXPENDED	FY2022 BUDGETED	FY2023 DEPT REQ	FY2023 TM REC
4,100	2,180	3,690	-	3,000	900	3,653	3,725	3,725

(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 (5 at \$145)
 Reimbursement for Licensing \$ 725 \$ 725

Total 5790 Staff Development/Training: 3,725 3,725

