

Water	2018 Actual	2019 Actual	2020 Actual	2021 Appropriated	2022 Proposed	2021 vs. 2022	
Salaries						\$ (+/-)	%(+/-)
Personnel Services	1,193,057	1,230,404	1,276,455	1,311,645	1,302,799	-8,846	-0.67%
Operating Expenses							
Purchased Services	439,452	419,584	504,925	531,349	537,828	6,479	1.22%
Other Services	16,202	18,173	24,552	24,000	24,000	0	0.00%
Tech./Prof. Services	56,374	60,601	52,991	62,500	114,000	51,500	82.40%
Supplies	69,782	73,813	182,712	74,700	76,700	2,000	2.68%
Other Supplies	243,447	234,283	226,632	245,000	248,000	3,000	1.22%
Other Charges	215,216	189,678	179,968	205,000	205,000	0	0.00%
Total Expenses	1,040,473	996,132	1,171,780	1,142,549	1,205,528	62,979	5.51%
Total Water	2,233,530	2,226,535	2,448,235	2,454,194	2,508,327	54,133	2.21%

Sewer	2018 Actual	2019 Actual	2020 Actual	2021 Appropriated	2022 Proposed	2021 vs. 2022	
Salaries						\$ (+/-)	%(+/-)
Personnel Services	793,453	768,186	800,056	838,850	837,643	-1,207	-0.14%
Operating Expenses							
Purchased Services	109,186	210,250	137,330	266,163	271,355	5,192	1.95%
Other Services	2,100	998	595	2,200	2,200	0	0.00%
Tech./Prof. Services	15,000	12,510	15,062	17,500	17,500	0	0.00%
Supplies	4,000	4,281	5,050	5,000	5,500	500	10.00%
Other Charges	6,189,540	6,089,534	6,180,476	6,505,760	6,759,760	254,000	3.90%
Total Expenses	6,319,826	6,317,573	6,338,513	6,796,623	7,056,315	259,692	3.82%
Total Sewer	7,113,279	7,085,759	7,138,569	7,635,473	7,893,958	258,485	3.39%

Utility Billing	2018 Actual	2019 Actual	2020 Actual	2021 Appropriated	2022 Proposed	2021 vs. 2022	
Salaries						\$ (+/-)	%(+/-)
Personnel Services	113,485	79,789	92,058	106,497	106,497	0	0.00%
Operating Expenses							
Supplies	89,000	58,322	43,893	89,000	74,000	-15,000	-16.85%
Total Expenses	89,000	58,322	43,893	89,000	74,000	-15,000	-16.85%
Total Utility Billing	202,485	138,110	135,951	195,497	180,497	-15,000	-7.67%

Employee Benefits	2018 Actual	2019 Actual	2020 Actual	2021 Appropriated	2022 Proposed	2021 vs. 2022	
Salaries						\$ (+/-)	%(+/-)
Medicare	30,554	27,464	28,611	32,726	32,581	-145	-0.44%
Insurance Group Health/Life	433,796	386,564	416,855	424,116	445,322	21,206	5.00%
LIUNA Pension	75,658	80,556	83,014	87,399	101,533	14,134	16.17%
Funding Schedule	296,128	315,114	337,172	383,604	383,604	0	0.00%
Total Employee Benefits	836,136	809,698	865,652	927,845	963,039	35,194	3.79%

Debt Service	2018 Actual	2019 Actual	2020 Actual	2021 Appropriated	2022 Proposed	2021 vs. 2022	
Salaries						\$ (+/-)	%(+/-)
Principal	1,976,150	1,991,591	1,976,271	1,990,352	1,652,352	-338,000	-16.98%
Interest	364,638	451,304	465,574	601,004	503,122	-97,882	-16.29%
Total Debt Service	2,340,788	2,442,895	2,441,845	2,591,356	2,155,474	-435,882	-16.82%

Reserve Fund	2018 Actual	2019 Actual	2020 Actual	2021 Appropriated	2022 Proposed	2021 vs. 2022	
Salaries						\$ (+/-)	%(+/-)
Total Reserve Fund	0	105,262	0	200,000	200,000	105,262	0.00%

Total Enterprise	12,726,218	12,808,260	13,030,251	14,004,365	13,901,296	-103,070	-0.74%
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Indirect Expenses		2,218,150	2,533,300	2,697,486	2,841,359	143,873	5.33%
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Description		2018 Actual	2019 Actual	2020 Actual	2021 Appropriated	2022 Proposed	2021 vs. 2022	
							\$ (+/-)	% (+/-)
Salaries								
SALARIES SUPERVISORY	¹	196,569.00	208,601.10	218,735	213,591	213,591	0	0
SALARIES OPERATIONAL STAFF	²	797,432.00	806,367.08	865,212	883,046	874,200	-8,846	-1.00%
MERIT PERFORMANCE/CBAS		22,400.00	-	-	-	-	0	0.00%
SALARIES PART TIME OPERATIONAL	³	33,437.00	15,706.01	16,303	43,500	43,500	0	0.00%
SALARIES OPERATIONAL O/T		95,000.00	146,505.16	121,441	116,688	116,688	0	0.00%
SALARIES ADD'L COMP SUPERVISOR	⁴	18,100.00	19,900.00	19,900	22,400	22,400	0	0.00%
SALARIES ADD'L COMP OPER	⁵	25,569.00	29,124.27	30,664	27,677	27,677	0	0.00%
CLOTHING OPERATIONAL		4,550.00	4,200.00	4,200	4,743	4,743	0	0.00%
Total Personnel Services		1,193,057	1,230,404	1,276,455	1,311,645	1,302,799	37,347	-0.67%
Purchased Services								
SOFTWARE SERVICING	⁶	16,000.68	18,980.64	46,088	49,500	49,500	0	0.00%
UTILITIES - ELECTRICITY		369,429.12	355,799.38	414,163	431,929	438,408	6,479	1.50%
GIS SOFTWARE & TRAINING		32,277.38	23,050.63	21,271	26,520	26,520	0	0.00%
COPY/MAIL CENTER FEES		9,494.80	9,503.35	11,175	11,000	11,000	0	0.00%
MISCELLANEOUS	⁷	12,250	12,250	12,230	12,400	12,400	0	0.00%
Total Purchased Services		439,452	419,584	504,925	531,349	537,828	-19,868	1.22%
Other Services								
LICENSES - CDL & SPECIAL		8,102.07	9,777.16	6,232	9,000	9,000	0	0.00%
ENVIRONMENTAL MANAGEMENT - ISO 14001 CERT.	⁸	8,100.00	8,396.16	18,320	15,000	15,000	0	0.00%
Total Other Services		16,202	18,173	24,552	24,000	24,000	1,971	0.00%

Footnotes:**Salaries:**

¹ Supervisory - Supervisor of Water/Sewer, GIS Coordinator/Water Information Management, Compliance Coordinator

² Operational - 14 employees to manage the water distribution system

³ Temporary Operational Staff - Police details during roadwork and part time support

⁴ Supervisory Additional Compensation - Education incentive stipends and service awards

⁵ Operational Staff Additional Compensation - Longevity and temporary upgrades per union contract

Purchased Services:

⁶ Repairs & Software Maintenance - Maintaining the SCADA system at the Water Treatment Plants.

⁷ Purchased Services Misc. - Office supplies, Computers, Printers

Other Services:

⁸ Environmental Management ISO 14001 Cert - required maintenance of Environmental Management System to comply with audits from Regulators

Water Division

Description		2018 Actual	2019 Actual	2020 Actual	2021	2022	2021 vs. 2022	
					Appropriated	Proposed	\$ (+/-)	% (+/-)
IMPLEMENT SDWA ADMENDMENT	⁹	28,112.21	31,313.23	26,464	31,000	31,000	0	0.00%
WATER TESTING	¹⁰	28,261.76	29,287.36	26,527	31,500	83,000	51,500	163.49%
Total Tech./Prof. Services		56,374	60,601	52,991	62,500	114,000	4,227	82.40%
REPAIR & MAINT - EQUIPMENT	¹¹	2,861.15	3,188.96	3,443	3,200	3,200	0	0.00%
REPAIR & MAINT - FACILITIES	¹²	3,506.03	3,867.20	4,058	4,000	4,000	0	0.00%
REPAIR & MAINT - HYDRANTS		15,025.36	15,852.65	16,179	16,000	16,000	0	0.00%
REPAIR & MAINT - MISC REPAIRS	¹³	23,244.11	25,214.95	25,476	27,500	27,500	0	0.00%
REPAIR & MAINT - MISC CONSTRUCTION	¹³	25,145.61	25,688.80	133,556	24,000	26,000	2,000	8.33%
Total Supplies		69,782	73,813	182,712	74,700	76,700	4,030	2.68%
CHEMICAL SUPPLIES	¹⁴	186,977.12	180,922.41	172,876	190,000	190,000	0	0.00%
OBSOLETE METERS		33,673.65	30,873.12	29,893	30,000	30,000	0	0.00%
SERVICE CONNECTIONS	¹⁵	22,796.45	22,487.71	23,864	25,000	28,000	3,000	12.00%
Total Other Supplies		243,447	234,283	226,632	245,000	248,000	-9,164	1.22%
WATER WELL/WATER LINE MAINT.	¹⁶	154,000	149,039	144,945	158,000	158,000	0	0.00%
NEW HYDRANT INSTALLATION		9,940.85	9,990.00	3,179	10,250	10,250	0	0.00%
ASPHALT CRUSHING		22,258.32	17,300.60	17,400	20,500	20,500	0	0.00%
DEP ASSESSMENT	¹⁷	12,499.11	10,787.49	9,810	12,750	12,750	0	0.00%
MWRA DISCHARGE PERMIT	¹⁸	16,517.50	2,561.33	4,634	3,500	3,500	0	0.00%
Total Other Charges		215,216	189,678	179,968	205,000	205,000	-25,538	0.00%
Total Water		2,233,530	2,226,535	2,448,235	2,454,194	2,508,327	-6,995	2.21%

Footnotes:

Technical & Professional Services:

⁹ SDWA Amendment- For testing volatile organic compounds and other tests mandated by DEP, EPA, and the Safe Water Drinking Act (SWDA)

¹⁰ Water Testing - required daily, weekly, and periodic water quality testing (coliform, manganese, fluoride, lead and copper, and many others)

Supplies:

¹¹ Repairs & Maint. Equipment - repair of metal detectors, hoses, service tapping machines, etc.

¹² Repairs & Maint. Facilities - repair and maintain locks, windows, doors, blower belts, etc.

¹³ Repairs & Maint. Misc. Repairs and Construction - repair and replacement of water gates, ductile iron water pipe, gate boxes, large pipe fittings, tapping sleeves, etc.

Other Supplies:

¹⁴ Chemical Supplies - Chemicals used in the treatment and conditioning of water supply (including: chlorine gas, hydrofulousilic acid, potassium permanganate, among others)

¹⁵ Service Connections - replacement of old water line services and replacing the water line in streets that are to be re-paved, including water service pipe, curb stops, brass fittings, service boxes, etc. Other Charges:

¹⁶ Water Well/Water Line Maint. - repairs and maintenance at the water treatment facilities, water pump stations, water mains, water wells, consultant fees, and emergencies

¹⁷ DEP Assessment - annual assessment charged by the Massachusetts Department of Environmental Services

¹⁸ MWRA Discharge Permit - cost to discharge wastewater from the water treatment plant to the Massachusetts Water Resource Authority wastewater collection and treatment system

Description		2018 Actual	2019 Actual	2020 Actual	2021	2022	2021 vs. 2022	
					Appropriated	Proposed	\$ (+/-)	% (+/-)
Salaries								
SALARIES SUPERVISORY	¹	179,731	179,067	189,802	195,295.00	195,295.00	0	0.00%
SALARIES OPERATIONAL STAFF	²	460,495	439,479	491,893	495,507.00	494,300.00	-1,207	-0.24%
MERIT PERFORMANCE/CBAS		21,900	-	-	-	-	0	0.00%
SALARIES PART TIME OPERATIONAL	³	30,068	24,357	9,503	36,270.00	36,270.00	0	0.00%
SALARIES OPERATIONAL O/T		64,734	91,198	79,070	72,665.00	72,665.00	0	0.00%
SALARIES ADD'L COMP SUPERVISOR	⁴	16,600	16,400	13,200	19,400.00	19,400.00	0	0.00%
SALARIES ADD'L COMP OPER	⁵	16,775	14,648	13,087	16,398.00	16,398.00	0	0.00%
CLOTHING OPERATIONAL		3,150	3,038	3,500	3,315.00	3,315.00	0	0.00%
Total Personnel Services		793,453	768,186	800,056	838,850	837,643	-25,267	-0.14%
REPAIRS & MAINT. EQUIPMENT	⁶	3,250	3,446	3,334	3,350.00	4,000.00	650	19.40%
REPAIRS & MAINT. OTHER	⁷	3,250	3,259	3,386	3,350.00	4,000.00	650	19.40%
UTILITIES - ELECTRIC		102,686	203,545	130,610	259,462.83	263,354.77	3,892	1.50%
Total Purchased Services		109,186	210,250	137,330	266,163	271,355	101,064	1.95%
LICENSES - CDL & SPECIAL		2,100	998	595	2,200.00	2,200.00	0	0.00%
Total Other Services		2,100	998	595	2,200	2,200	-1,102	0.00%
TECH & PROF SVS & MWRA SULFIDE TESTING	⁸	15,000	12,510	15,062	17,500.00	17,500.00	0	0.00%
Total Tech/Prof. Services		15,000	12,510	15,062	17,500	17,500	-2,490	0.00%
REPAIRS & MAINT MISC CONSTRUCTION	⁹	4,000	4,281	5,050	5,000.00	5,500.00	500	10.00%
Total Supplies		4,000	4,281	5,050	5,000	5,500	281	10.00%
SEWER PUMP STATION/LINE MAINTENANCE	¹⁰	130,000	116,908	138,132	140,760.00	140,760.00	0	0.00%
MWRA SEWER ASSESSMENT	¹¹	6,044,540	5,972,626	6,034,261	6,350,000.00	6,604,000.00	254,000	4.00%
WATER/SEWER DAMAGE CLAIMS		15,000	-	8,083	15,000	15,000	0	0.00%
Total Other Charges		6,189,540	6,089,534	6,180,476	6,505,760	6,759,760	-100,006	3.90%
Total Sewer		7,113,279	7,085,759	7,138,569	7,635,473	7,893,958	-27,520	3.39%

Footnotes:**Salaries:**

- ¹ Supervisory - Chief Plant Operator, Distribution Manager
² Operational - 11 employees that maintain and repair the wastewater collection system
³ Temporary Operational Staff - Police details associated with roadwork and part-time help
⁴ Supervisory Additional Compensation - Education incentive stipends and service awards
⁵ Operational Staff Additional Compensation - Longevity and temporary upgrades per union contract

Purchased Services:

- ⁶ Repairs & Maint. Equipment - repairs and maintenance to equipment in the Town's thirty-four sewer pump stations including: check valves, motor starters, mechanical seals, etc.
⁷ Repairs & Maint. Other - repairs and maintenance of alarms, wiring, fencing, etc.

Technical & Professional Services:

- ⁸ MWRA Sulfide Testing - Massachusetts Water Resource Authority sewer system and other professional services dealing with the municipal discharge permit

Supplies:

- ⁹ Repairs & Maint Misc Construction - repairs and maintenance of sewer pipe, fittings, sewer pipeline camera, manhole covers, sewer rod equipment, etc.

Other Charges:

- ¹⁰ Sewer Pump Station/Line Maintenance - Engineering, repairing, replacing, and maintaining 34 sewer pump stations and 150 miles of sewer mains.
¹¹ MWRA Sewer Assessment - The cost of the Town's sewer discharge into the Massachusetts Water Resource Authority wastewater collection and treatment system

Description		2018 Revised Budget	2019 Actual	2020 Actual	2021 Appropriated	2022 Proposed	2021 vs. 2022	
							\$ (+/-)	% (+/-)
Salaries								
SALARIES OPERATIONAL STAFF	¹	106,451	76,047	90,237	99,330.00	99,330.00	0	0.00%
SALARIES PART-TIME	²	3,879	3,484	1,063	3,972.00	3,972.00	0	0.00%
SALARIES OPERATIONAL O/T		2,030	232	758	2,070.00	2,070.00	0	0.00%
SALARIES ADD'L COMP OPER		1,125	25	0	1,125.00	1,125.00	0	0.00%
Total Personnel Services		113,485	79,789	92,058	106,497	106,497	-33,696	0.00%
Supplies								
EQUIPMENT REPAIRS/SERVICING		500	-	-	-	-	0	0.00%
SOFTWARE SERVICING	³	15,000	-	-	500.00	500.00	0	0.00%
UTILITY BILLING SOFTWARE		-	-	-	15,000.00	-	-15,000	-100.00%
PRINTED BILLS WATER/SEWER		10,000	8,860	2,107	10,000.00	10,000.00	0	0.00%
TRAVEL		500	-	-	500.00	500.00	0	0.00%
TELEPHONE		1,500	-	-	1,500.00	1,500.00	0	0.00%
TRAINING & EDUCATION		3,000	-	-	3,000.00	3,000.00	0	0.00%
PROFESSIONAL SERVICES OTHER		-	-	-	25,000.00	25,000.00	0	0.00%
POSTAGE		25,000	28,212	16,907	32,000.00	32,000.00	0	0.00%
COPY/MAIL CENTER FEES		32,000	19,750	24,879	500.00	500.00	0	0.00%
COLLECTION ACTIVITIES		500	500	-	1,000.00	1,000.00	0	0.00%
OFFICE SUPPLIES		1,000	1,000	-	-	-	0	0.00%
Total Supplies		89,000	58,322	43,893	89,000	74,000	-30,678	-16.85%
Total Utility Billing		202,485	138,110	135,951	195,497	180,497	-64,375	-7.67%

Footnotes:**Salaries**

¹ Operational- Two full-time employees responsible for preparation of monthly water and sewer charges, special billings, printing bills, and customer service

² Part Time - Funds 240 hours of part time clerical support during peak periods

Technical & Professional Services

³ Software Servicing - Maintenance of the utility billing software