

**WELLESLEY BOARD OF PUBLIC WORKS RECORDS
JUNE 4, 2013**

The Wellesley Board of Public Works held a duly posted open meeting in the Boardroom in the Utility Building, 20 Municipal Way, convening at 5:30 p.m.

PRESENT

Those present included Chairman David A.T. Donohue and Commissioners Paul L. Criswell and Owen H. Dugan; Director Michael P. Pakstis; Assistant Director Judith A. Curby; Town Engineer David J. Hickey, Jr., Senior Management Analyst David A. Cohen; Executive Secretary Debra Turner; Advisory Subcommittee members Richard Woerner and Andrew Patten.

CITIZEN SPEAK

The Chairman presented those in attendance with the opportunity to speak on matters of interest with respect to the Department of Public Works. No one chose to speak.

PUBLIC HEARING - FY14 WATER & SEWER RATES

The Public Hearing to discuss the proposed Sewer Rate increase was declared open at 5:31 p.m. Chairman Donohue invited public comment.

For the record, both Chairman Donohue and Commissioner Dugan took the opportunity to review and clarify information related to the proposed increase in the rate structure and the need for the sewer rate increase. Also acknowledged was the impact the degree of rainy weather, or not, has on outdoor water consumption. Dry spring and fall seasons result in an increase in usage.

As no one else chose to speak, the Public Hearing was closed at 5:40 p.m.

The Director and Assistant Director reviewed with the Board the basis for the recommendation to increase the sewer rate as discussed at the May 14, 2013 meeting of the Board of Public Works and as outlined in Ms. Curby's memorandum of May 29, 2013.

Upon motion duly made by Mr. Criswell and seconded by Mr. Dugan, it was unanimously,

VOTED: To approve the Sewer Rate increase in the amount of 8.0%, to be effective July 1, 2013 for bills issued on or after July 1, 2013, as described in the memorandum from Assistant Director Judith A. Curby to the Board of Public Works, dated May 29, 2013. (Copy attached.)

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APPROVAL OF MINUTES

Upon motion duly made by Mr. Criswell and seconded by Mr. Dugan, it was unanimously,

VOTED: To approve the Open Session minutes of the meeting of May 14, 2013, as presented.

ADMINISTRATION

DPW Open House. The Director reported the event went well and there were approximately 250-300 attendees.

Coming Events. The Director referred to the upcoming Inter-Board meeting scheduled for Thursday, June 13. Mr. Pakstis noted that since he will be away at that time, he has asked Ms. Curby to attend in his place. Mr. Dugan confirmed his plan to attend that meeting. Mr. Criswell indicated he, too, would attend if available to do so. Mr. Pakstis added that one topic for discussion would be the possibility of having a Special Town Meeting in early December though the Board of Public Works does not have any matters to be addressed.

Next BPW Meeting. It was agreed that the next meeting would be held on Wednesday, July 10, at 5:30 p.m.

Accident Summaries. The Director reviewed the summary of personal injury and vehicle incidents to date and reviewed specific reasons for those incidents. While Mr. Pakstis noted there has been a decrease in the number of vehicle incidents, the occurrence of personal injuries continues. He added that in an effort to cut back on lost time incidents, every effort is made to engage the employees with special accommodations for light duty to avoid additional time away from the workplace.

Reallocation of Recommended Budget Allocations. The Staff reviewed with the Board the memorandum prepared by Ms. Curby. It was explained that in an effort to meet budget guidelines, expenses have been postponed, sometimes more than once.

Upon motion duly made by Mr. Dugan and seconded by Paul Criswell, it was unanimously,

VOTED: That the Board of Public Works approves the transfer of the positive Personal Services budget balances in Engineering, RDF and Management Services to offset the deficit in Highway in an amount not to exceed \$10,000 and in Park & Tree in an amount not to exceed \$15,000; and

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That the Board of Public Works approves the transfer of the positive Expense budget balances in Engineering, RDF and Management Services to offset the deficit in Highway in a amount not to exceed \$15,000 and in Park & Tree in an amount not to exceed \$40,000; and

That the Board of Public Works approves the transfer of all positive Personal Services and Expense budget balances in Engineering, Highway, Park, RDF and Management Services to the RDF Baler and Compactors Major Repairs and Replacement Fund in an amount not to exceed \$55,988.

Capital Carry Forward, FY 2013. The Director reviewed the summary of Capital budget accounts to be carried forward into FY14.

Upon motion duly made by Mr. Criswell and seconded by Mr. Dugan, it was unanimously,

VOTED: That the Board of Public Works approves the carry forward of the DPW capital accounts listed on the Capital Carry Forward report dated 5/29/13. (Copy attached.)

Director's Goals for FY14. The Director referred to the DPW-Wide Goals proposed for FY14. (Copy attached.) The Board and Director then reviewed the status of the deliverables on each of his FY13 Goals in detail and discussed accomplishments over this past year. This was followed by a discussion in which the Director responded to questions and specific comments from the Board related to those goals.

Upon a thorough review and discussion of the FY14 Goals, it was the consensus of the Board that the proposed goals be accepted as presented. Following an inquiry regarding the status of the Benchmarking Study related to a comparison of findings of various activities and services being conducted with two area towns, it was requested that the Benchmarking Study be brought to a conclusion by the end of the summer in order to supply the Board of Selectmen with a final report of the findings in September.

Annual Reorganization of the Board of Public Works. Commissioners Criswell and Dugan each expressed his appreciation to Mr. Donohue for his guidance and leadership while serving as Chairman of the Board of Public Works over the past year.

Upon motion duly made by Mr. Donohue and seconded by Mr. Dugan, it was unanimously

VOTED: To elect Paul Criswell as Chairman of the Board of Public Works, effective July 1, 2013.

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Upon motion duly made by Mr. Donohue and seconded by Mr. Criswell, it was unanimously,

VOTED: To elect Owen H. Dugan as Vice Chairman of the Board of Public Works, effective July 1, 2013.

Upon motion duly made by Mr. Criswell and seconded by Mr. Dugan, it was unanimously,

VOTED: To elect David A.T. Donohue as Secretary of the Board of Public Works, effective July 1, 2013.

ENGINEERING

Statement of Fact: Roadway and Sidewalk Improvements for Rockland Street/Washington Street Area Traffic Engineering Services. The Director referred to the bid recommendation prepared by Assistant Town Engineer Douglas Stewart.

Upon motion duly made by Mr. Criswell and seconded by Mr. Dugan, it was unanimously,

VOTED: That BETA Group, Inc. is authorized to proceed with professional traffic engineering services related to roadway and sidewalk improvements at the Rockland Street/Washington Street area as outlined in the Agreement and under our On-Call Professional Engineering Services Contract that we have with BETA Group, Inc., Contract #13S-410-1478D. The budget for the work to be performed by BETA Group, Inc. is \$75,000 for Phase 1 Design/Bid Services and \$15,700 for Phase 2 Construction Phase Services, for a total of \$90,700.

WATER & SEWER DIVISION

Monthly Performance Report. The Director referred to the report prepared by Water & Sewer Superintendent Shaughnessy for the month of April 2013.

The Director noted that they are awaiting approval from the DEP for the fourth well at Morses Pond. He noted that when it does come on line, it will provide an additional 450,000 gallons for a total of 700,000 gallons per day. It was acknowledged that the Wellesley Avenue well's yield has been declining. The Water Division staff has attributed this decline to an issue with the piping from the wells to the treatment plant. Since the issue has recently been addressed, it is anticipated an increase will be evident in the Monthly Performance Report for May.

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In response to Mr. Patten's inquiry regarding the graph within the report, a discussion ensued regarding the Water Management Act. He was informed the Town has a registered volume of 2.62 million gallons per day. The Town should not withdraw more than 2.62 million gallons per day from its own sources. The ultimate goal is to only buy MWRA water in the summer time.

Water & Sewer Enterprise Funds Financial Statements. The Director referred to the Financial Statements for the month of April 2013 and responded to specific questions from the Board. Upon review of the statements it was concluded the cash and revenue amounts are sufficient in the Water Fund and there is a reasonable amount in the Sewer Fund.

OTHER

Next Meeting. It was agreed that the next meeting of the Board of Public Works would be held on Wednesday, July 10, at 5:30 p.m.

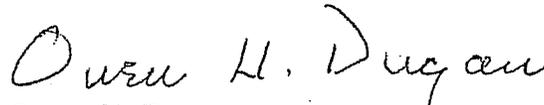
Retirement of Assistant Director. The Director announced that after much thought and consideration, Ms. Curby has made the decision to retire from the Town of Wellesley after nearly 27 years of service. This resignation will become effective in mid-August. The Board expressed their appreciation to Ms. Curby for her hard work and dedication to the Department and wished her well in all she may pursue.

Conclusion of Mr. Woerner's Service. Mr. Woerner announced he will be concluding his service on the Advisory Committee at the end of this year as he will be relocating to another area. Mr. Woerner thanked the Board and Staff for their assistance and insights over the past two years and conveyed how much he enjoyed the experience. On behalf of the Board, Chairman Donohue conveyed thanks to Mr. Woerner for his hard work and positive way of successfully conveying to the Advisory Committee information pertaining to various matters on behalf of the Board of Public Works. Mr. Woerner also noted Marjorie Freiman would be the new Chair of the Advisory Committee.

ADJOURNMENT

The meeting adjourned at 7:10 p.m.

Respectfully submitted,



Owen H. Dugan
Secretary

**DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS MEETING
JUNE 4, 2013
5:30 PM**

PUBLIC HEARING

PUBLIC HEARING -- on proposed FY14 Water & Sewer Rates – opportunity for public comment.

PROPOSED FY14 WATER & SEWER RATES. Director to refer to proposed sewer rate increase to be effective July 1, 2013. **BOARD VOTE REQUIRED.**

APPROVAL OF MINUTES. Board to review Open Session Minutes of the meeting of May 14, 2013. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

1. ADMINISTRATION

ACCIDENT SUMMARIES. Director to review summary of personal injury and vehicle incidents to date. **NO BOARD ACTION REQUIRED.**

REALLOCATION OF RECOMMENDED BUDGET ALLOCATIONS. Director to refer to projected end of year deficits in Personal Services and Expenses for Highway and Park & Tree Divisions and subsequent request for transfer of funds. **BOARD APPROVAL AND VOTE REQUIRED.**

CAPITAL CARRY FORWARD, FY2013. Director to review summary of Capital budget accounts to be carried forward into FY14. **BOARD APPROVAL AND VOTE REQUIRED.**

DIRECTOR'S GOALS FOR FY14. Director to review with the Board proposed goals for the coming fiscal year. **BOARD FEEDBACK REQUESTED.**

ANNUAL REORGANIZATION OF THE BOARD OF PUBLIC WORKS TO BE VOTED UPON.

2. ENGINEERING

STATEMENT OF FACT: Roadway and Sidewalk Improvements for Rockland Street/ Washington Street Area Traffic Engineering Services. **BOARD VOTE AND SECRETARY SIGNATURE REQUIRED.**

5. WATER & SEWER

MONTHLY PERFORMANCE REPORT. Director to refer to the report prepared by Water & Sewer Superintendent Shaughnessy for the month of April 2013. **NO BOARD ACTION REQUIRED.**

WATER & SEWER ENTERPRISE FUNDS FINANCIAL STATEMENTS. Director to refer to the Financial Statements for the month of April. **NO BOARD ACTION REQUIRED.**

PUBLIC HEARING

FY 14 WATER & SEWER RATES

JUNE 4, 2013

5:30 PM

**DPW OPERATIONS BUILDING
20 MUNICIPAL WAY**

TOWN OF WELLESLEY
DEPARTMENT OF PUBLIC WORKS



JUDITH A. CURBY, ASSISTANT DIRECTOR

JAC

May 29, 2013

To: Board of Public Works
Re: Proposed FY14 Water and Sewer Rates

Attached are Water and Sewer Proforma statements for FY14 which include a proposed sewer rate increase that would be effective July 1, 2013. Also attached is a draft Customer Letter and draft Summary of Rate Changes for residential and commercial/ municipal/ multi-unit properties. There were no rate increases in water or sewer in FY13.

WATER

It is our recommendation that there is no need for a Water rate increase at this time. As noted on the attached Water Proforma, our plan shows a manageable drawing down of cash if water use during the year is at the lower end of our recent experience. Should we instead have a rainy summer and significantly lower revenues, we will come back to the Board in the fall to make any needed rate adjustments.

SEWER

The FY14 sewer use rate is proposed to increase by \$0.59 per CCF or 8.0%. The impact on the average residential user (using 10 CCF per month) would be \$70.80 for the year, or \$5.90 per month.

The proposed increase in the Base portion of the rate would be \$0.24 and the increase in the MWRA portion of the rate would be \$0.35. These increases would cover the increases in MWRA charges and operations costs in FY13 and FY14.

Attachments

TOWN OF WELLESLEY
DEPARTMENT OF PUBLIC WORKS



Dear Wellesley Water and Sewer Customer:

Effective for bills issued on and after July 1, 2013, Wellesley's sewer rates are proposed to be changed as indicated in the table on the reverse side of this letter. These increases will be based on the amount of water you use beginning with your June meter reading. There is no increase in water rates.

The sewer rate will increase from \$7.69 to \$8.28 per CCF (hundred cubic foot, or 748 gallons). The Service Rate portion of the rate will increase from \$1.35 to \$1.59 per CCF. This increase is the first in three years and is needed to cover general operating cost increases over that period. The MWRA Adjustment portion of the rate will increase from \$6.34 to \$6.69 per CCF. This increase, the first in two years, will cover the increase in MWRA charges in FY13 and FY14. There is no increase in the monthly Customer Charge.

The effect of this rate increase to the "average" Wellesley residential customer who uses 10 CCF per month is estimated to be \$5.90 per month for sewer (a 7.5% increase).

As always, please contact the Customer Service Staff or the Water and Sewer Division at 781-235-7600 if you have any questions.

Sincerely,

Judith A. Curby
Assistant Director of Public Works

**SUMMARY OF WATER RATE CHANGES
RESIDENTIAL WATER CUSTOMERS
MONTHLY CHARGE, EFFECTIVE July 1, 2013**

RATE CATEGORY	PRIOR	NEW
Customer Charge (monthly)	\$4.64	Same
Base Water Rate per 100 cubic feet (1 CCF) in effect during November - April billing periods:		
Indoor Meter, 0 - 5 CCF (0 to 3,740 gal)	\$2.99	Same
Indoor Meter, above 5 CCF (over 3,740 gal)	\$3.51	Same
Outdoor Meter, all use (1 CCF = 748 Gallons)	\$3.51	Same
Peak Water Rate per CCF in effect during May - October billing periods:		
Indoor Meter, 0 - 5 CCF (0 to 3,740 gal)	\$2.99	Same
Indoor Meter, 6 - 12 CCF (to 8,976 gal)	\$3.51	Same
Indoor Meter, 13 - 24 CCF (to 17,952 gal)	\$5.57	Same
Indoor Meter, 25 - 36 CCF (to 26,928 gal)	\$7.21	Same
Indoor Meter, above 36 CCF (over 26,928 gal)	\$9.18	Same
Outdoor Meter, 0 - 24 CCF (0 to 17,952 gal)	\$5.57	Same
Outdoor Meter, 25 - 36 CCF (to 26,928 gal)	\$7.21	Same
Outdoor Meter, above 36 CCF (over 26,928 gal)	\$9.18	Same
Readiness-To-Serve Charge on meters over 5/8" (monthly)		
3/4" meter	\$3.69	Same
1" meter	\$6.42	Same
1 1/2" meter	\$16.85	Same
2" meter	\$47.11	Same
3" meter	\$61.86	Same
4" meter	\$91.19	Same
6" meter	\$160.91	Same
Minimum Monthly Bill (Plus Readiness-To-Serve Charge)	\$4.64	Same
Special Meter Readings	\$30.00	Same
Service Turn On / Turn Off	\$45.00	Same

**SUMMARY OF SEWER RATE CHANGES
RESIDENTIAL SEWER CUSTOMERS
MONTHLY CHARGE, EFFECTIVE JULY 1, 2013**

RATE CATEGORY	PRIOR	NEW
Customer Charge (monthly)	\$1.50	Same
Service Rate per 100 cubic feet (1 CCF)	\$1.35	\$1.59
MWRA Adjustment per CCF	\$6.34	\$6.69
Minimum Monthly Bill	\$1.50	Same

**SUMMARY OF WATER RATE CHANGES
COMMERCIAL AND MUNICIPAL WATER CUSTOMERS (and MULTI-UNIT)
MONTHLY CHARGE, EFFECTIVE JULY 1, 2013**

RATE CATEGORY	PRIOR	NEW
Customer Charge (monthly)	\$4.64	Same
Base Water Rate per 100 cubic feet (1 CCF) in effect during November - April billing periods:		
Indoor Meter, 0 - 5 CCF (0 to 3,740 gal)	\$2.99	Same
Indoor Meter, above 5 CCF (over 3,740 gal)	\$3.51	Same
Outdoor Meter, all use (1 CCF = 748 Gallons)	\$3.51	Same
Peak Water Rate per CCF in effect during May - October billing periods:		
Indoor Meter, 0 - 5 CCF (0 to 8,976 gal)	\$2.99	Same
Indoor Meter, 6 - 12 CCF (0 to 8,976 gal)	\$3.51	Same
Indoor Meter, 13 - 24 CCF (to 17,952 gal)	\$5.57	Same
Indoor Meter, 25 - 36 CCF (to 26,928 gal)	\$5.57	Same
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Readiness-To-Serve Charge on meters over 5/8" (monthly)		
3/4" meter	\$3.69	Same
1" meter	\$6.42	Same
1 1/2" meter	\$16.85	Same
2" meter	\$47.11	Same
3" meter	\$61.86	Same
4" meter	\$91.19	Same
6" meter	\$160.91	Same
Minimum Monthly Bill (Plus Readiness-To-Serve Charge)	\$4.64	Same
Special Meter Readings	\$30.00	Same
Service Turn On / Turn Off	\$45.00	Same

**SUMMARY OF SEWER RATE CHANGES
COMMERCIAL AND MUNICIPAL SEWER CUSTOMERS
MONTHLY CHARGE, EFFECTIVE JULY 1, 2013**

RATE CATEGORY	PRIOR	NEW
Customer Charge (monthly)	\$1.50	Same
Service Rate per 100 cubic feet (1 CCF)	\$1.35	\$1.59
MWRA Adjustment per CCF	\$6.34	\$6.69
Minimum Monthly Bill	\$1.50	Same

WATER PROFORMA -
Projection for FY14 Water Rates

CCF Billed	1,294,100	1,124,911	1,038,794	1,164,656	1,132,067	1,089,000	1,089,000	FY14 Plan	FY15 Plan	FY16 Plan	FY17 Plan	FY18 Plan	FY19 Plan	FY20 Plan
8	1,294,100	1,124,911	1,038,794	1,164,656	1,132,067	1,089,000	1,089,000	4,492,461	4,492,461	4,717,064	4,905,767	5,200,113	5,564,121	6,009,251
9	4,924,788	4,223,547	3,833,336	4,854,998	4,776,370	4,622,461	4,622,461	923,280	923,280	923,280	923,280	923,280	923,280	923,280
10	448,560	478,460	804,000	953,342	930,566	931,250	931,250	186,663	294,623	294,623	294,623	294,623	445,130	300,463
11	20.30%	10.00%	9.00%	4.84%	3.00%	3.00%	3.00%	5.00%	5.00%	5.00%	5.00%	7.00%	8.00%	5.00%
12	26,795	29,864	22,648	18,206	32,684	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
13	5,400,163	4,731,881	4,859,985	5,829,546	5,739,820	5,780,741	5,435,741	5,660,364	5,660,364	5,849,047	6,143,393	6,507,401	6,992,531	7,252,994
14	2,703,783	2,967,911	3,106,406	2,986,661	2,995,903	3,000,000	3,425,726	3,528,488	3,634,343	3,743,383	3,855,665	3,971,355	4,090,496	4,225,000
15	505,698	853,367	831,203	1,039,510	1,043,330	1,050,000	1,426,409	995,746	995,746	800,000	900,000	1,000,000	1,000,000	1,025,000
16	-25.5%	68.8%	2.6%	25.1%	0.4%	0.7%	66.9%	-30.2%	-30.2%	-19.7%	12.5%	11.1%	0.0%	2.5%
17	6.6%	8.2%	6.5%	0.9%	1.6%	1.6%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
18	716,468	712,107	755,520	810,465	866,440	857,924	950,000	959,500	969,500	1,029,500	1,039,500	1,049,500	1,049,500	1,059,500
19	61,158	58,225	55,756	55,940	76,972	39,983	107,290	108,085	110,245	108,156	112,242	108,777	104,903	104,903
20	3,987,107	4,591,630	4,748,987	4,892,596	5,002,450	5,082,847	5,909,425	5,591,809	5,514,066	5,761,039	6,007,427	6,123,632	6,278,689	6,278,689
21	1,413,056	140,261	110,098	933,950	737,370	899,094	-473,684	68,555	334,950	362,354	499,975	822,899	822,899	973,095
22	-190,830	-190,830	-62,311	-256,918	-156,510	-18,667	-146,338	-198,775	-126,900	-208,975	-272,050	-255,275	-236,500	-236,500
23	1,222,228	-50,665	92,273	677,032	560,868	714,226	-620,022	-70,220	208,050	63,976	227,925	567,624	734,595	734,595
24	1,413,056	140,261	110,098	933,950	737,370	899,094	-473,684	68,555	334,950	362,354	499,975	822,899	822,899	973,095
25	790,012	785,161	843,045	921,649	995,256	935,909	950,000	959,500	969,500	1,029,500	1,039,500	1,049,500	1,049,500	1,059,500
26	16,680	20,086	19,108	(2,869)	(9)	(9)	0	0	0	0	0	0	0	0
27	-89,601	-10,068	150,750	(75,505)	84,105	(9)	0	0	0	0	0	0	0	0
28	41,278	-53,439	(1,083)	(6,007)	(1,487)	(9)	0	0	0	0	0	0	0	0
29	233	868	0	0	0	0	0	0	0	0	0	0	0	0
30	758,602	742,578	1,026,048	839,852	1,074,708	935,603	950,000	959,500	969,500	1,029,500	1,039,500	1,049,500	1,049,500	1,059,500
31	2,171,658	882,839	1,136,146	1,770,802	1,812,078	1,854,000	476,316	1,028,055	1,304,450	1,381,854	1,538,475	1,872,399	2,032,595	2,032,595
32	7,933	5,602	5,206	incl w/ Rev	incl w/ Rev	incl w/ Rev	-93,838	-89,625	-80,900	-75,725	-70,550	-65,025	-59,500	-59,500
33	-121,260	-101,910	82,130	-61,920	-41,465	-20,854	-32,500	-29,250	-26,000	-22,750	-19,500	-16,250	-13,000	-13,000
34	0	-84,764	-109,254	-108,500	-104,188	-99,013	220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000
35	239,412	278,162	262,441	243,824	269,596	220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000
36	-316,915	-288,016	-236,574	-330,322	-300,425	-220,000	-240,000	-240,000	-240,000	-240,000	-240,000	-240,000	-240,000	-240,000
37	-190,830	-180,926	-162,311	-256,918	-156,510	-119,667	-146,338	-138,775	-126,900	-298,475	-272,050	-255,275	-236,500	-236,500

G:\WatPrforma\Prform11water14d - FY14 Rate Projection FY14 Master

WATER PROFORMA -
Projection for FY14 Water Rates

WATER PROFORMA Revised 04/23/13	CCF Billed	Rate projection 7/1/13	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Plan	FY15 Plan	FY16 Plan	FY17 Plan	FY18 Plan	FY19 Plan	FY20 Plan
56 CASH-Capital & Related Finance	1,294,100	1,124,911	1,038,794	1,164,656	1,132,067	1,117,000	1,089,000	1,089,000	1,089,000						
57 Proceeds from BAN (Remote Meters)															
58 Proceeds from MWRA Loan (zero interest)															
59 Proceeds from BAN (Wir Office/Garage Bldgs)															
60 Proceeds from BAN (Wir Office/Garage Bldgs)															
61 Proceeds from Bond (Wir Office/Garage Bldgs)															
62 Proceeds from Bond (DPW Office/Garage Bldgs)															
63 Proceeds from Bond (Morses Wells)															
64 Proceeds from Bond (Remote Read Meters)															
65 Principal Payments - Bond:															
66 Wir Trl - Principal															
67 MWRA Loan - Wir Distrib															
68 Wir Office/Garage Bldgs															
69 Satellite Wells- Morses															
70 Repayment BAN - Wir Office/Garage Bldg															
71 Remote Meter - Principal															
72 Repayment MWRA Loan															
73 Contribution in Aid of Constr															
74 House Services (offset)															
75 MWRA Connection Fee															
76 Subtotal-Financing Proceeds/Payments (SUM 56-75)															
77 Other Capital:															
78 Vehicles															
79 Office Equip/Other															
80 Meter Replacement															
81 Remote Read Meters															
82 Hydrant Replace/Add															
83 GIS															
84 Distribution Improvements:															
85 Distrib System Improvements															
86 Hegarty Upgrade, Wodridge Booster FY14															
87 Treatment Facilities															
88 Well Improvements/Cleaning															
89 Satellite Wells - Morses FY12/FY13															
90 Satellite Wells - Longfellow FY13/FY14															
91 Building Maintenance															
92 New Water Office/Garage Buildings - Design															
93 New Water Office/Garage Buildings - Constr															
94 Wir/Swr Office & Garage Bldgs - W/S Paymnt															
95 Billing & Collections Syst															
96 Capital Reserve															
97 Contingency - General															
98 Other															
99 Subtotal - Capital (Sum 78-106)															
100 NET CASH From/For Cap/Fin (76+107)															
101 NET INCR/DEGR CASH (L43+L55+L108)															

SEWER PROFORMA
Projection for FY14 Sewer Rates

	898,000	843,337	804,326	835,953	832,203	807,000	809,700	809,700	809,700	809,700	809,700	809,700	809,700	809,700	809,700	809,700	809,700
	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	Plan	Plan	Plan	Plan
	Actual	Actual	Actual	Actual	Actual	Plan											
10 SEWER PROFORMA																	
11 Revised 4/23/13																	
12 With FY14 Bdgt																	
13 REVENUES																	
14 Sewer Revenue - User Fee	5,626,195	5,471,209	5,500,603	5,966,866	6,431,971	6,205,631	6,205,631	6,205,631	6,205,631	6,205,631	6,205,631	6,205,631	6,205,631	6,205,631	6,205,631	6,205,631	6,205,631
15 Est reduced water use	144,000	144,000	146,000	146,000	146,538	145,800	145,800	145,800	145,800	145,800	145,800	145,800	145,800	145,800	145,800	145,800	145,800
16 Sewer Customer Charge	14,600%	3.39%	5.85%	4.00%	8.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
17 Rate Adjustment - \$	457,618	454,226	473,784	502,006	495,242	510,455	510,455	510,455	510,455	510,455	510,455	510,455	510,455	510,455	510,455	510,455	510,455
18 Rate Adjustment - %																	
19 Wellisley College																	
20 Est increase water use	30,822	28,281	18,192	9,603	9,998	95,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
21 Other Revenue	6,258,635	6,097,716	6,138,579	6,846,994	7,084,749	6,967,086	7,358,097	7,827,258	8,329,260	8,866,403	9,194,827	9,621,778	9,980,417	9,980,417	9,980,417	9,980,417	9,980,417
22 TOTAL REVENUE (Ln 14, 15, 16, 17, 19, 20, 21)																	
23 EXPENSES																	
24 Operating Exp	1,082,187	1,052,950	1,161,591	1,104,385	1,232,154	1,260,678	1,299,027	1,337,998	1,378,138	1,419,492	1,462,066	1,505,928	1,551,106	1,551,106	1,551,106	1,551,106	1,551,106
25 MWRA Assessment	4,453,740	4,568,401	4,743,999	4,801,042	4,999,950	5,076,134	5,279,836	5,647,207	5,980,393	6,315,295	6,668,951	7,042,412	7,436,787	7,436,787	7,436,787	7,436,787	7,436,787
26 [Combined MWRA Rate & Usage Adj %]	2.6%	2.6%	3.8%	1.2%	4.1%	1.9%	3.8%	7.1%	5.9%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%	5.6%
27 Depreciation	263,138	269,666	303,269	379,601	385,048	380,265	404,600	409,600	414,600	419,600	424,600	429,600	434,600	434,600	434,600	434,600	434,600
28 [MWRA Rate Adj %]	26,211	24,853	24,324	23,974	23,947	31,701	45,982	46,314	47,263	48,352	48,104	46,619	44,856	44,856	44,856	44,856	44,856
29 Other - OPEB	5,805,266	5,915,890	6,253,203	6,309,002	6,650,099	6,750,784	7,022,445	7,441,119	7,820,393	8,200,728	8,603,721	9,024,560	9,467,452	9,467,452	9,467,452	9,467,452	9,467,452
30 TOTAL OP EXPENSE (Ln 25, 26, 29, 30)	453,349	181,726	114,624	337,493	434,650	216,302	335,652	386,139	508,867	665,674	591,105	597,218	512,966	512,966	512,966	512,966	512,966
31 NET OPERATING INCOME (L22 - L31)	11,332	-65,686	-103,715	-86,468	-82,483	-99,013	-93,838	-89,525	-80,900	-75,725	-70,550	-65,025	-59,500	-59,500	-59,500	-59,500	-59,500
32 Other Income/Expense	464,681	96,040	218,340	251,025	352,168	117,290	241,815	286,614	427,967	589,948	520,565	532,193	453,466	453,466	453,466	453,466	453,466
33 CASH FLOWS																	
34 Operating Income (L33)	453,349	181,726	114,624	337,493	434,650	216,302	335,652	386,139	508,867	665,674	591,105	597,218	512,966	512,966	512,966	512,966	512,966
35 Adjustments:	279,382	284,817	317,060	387,801	392,565	380,265	404,600	409,600	414,600	419,600	424,600	429,600	434,600	434,600	434,600	434,600	434,600
36 Depreciation	1,020	2,138	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0
37 Loss on Disposal Fixed Assets	-112,939	30,993	100,871	-55,359	9,078	0	0	0	0	0	0	0	0	0	0	0	0
38 Accounts Receivable	84	0	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0
39 Accounts Payable	167,547	317,946	417,931	331,442	401,643	390,265	404,600	409,600	414,600	419,600	424,600	429,600	434,600	434,600	434,600	434,600	434,600
40 Total Adjustments (Sum L41:L44)	620,896	499,674	303,307	668,955	836,293	606,567	740,252	795,739	923,467	1,085,274	1,015,705	1,026,818	947,566	947,566	947,566	947,566	947,566
41 Net Cash from Operations	47,020	48,950	44,746	89,986	65,221	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
42 CASH-Non Capl/Financial	-50,753	-59,320	-65,664	-67,934	-43,616	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000
43 Proceeds from non-op actv																	
44 Non-Op Int BAN (Wr Office/Garage Bldgs)	15,065	9,446	109,254	-109,500	104,168	99,013	-93,838	-89,525	-80,900	-75,725	-70,550	-65,025	-59,500	-59,500	-59,500	-59,500	-59,500
45 Non-Op Int (Int Exp. Wr Office/Garage Bldg)	11,332	-85,686	-103,715	-86,468	-82,483	-99,013	-93,838	-89,525	-80,900	-75,725	-70,550	-65,025	-59,500	-59,500	-59,500	-59,500	-59,500
46 Net Non-Op Int (Int Inc)																	
47 Net Cash - Non Capital/Financial (SUM 50:56)	3,400,000	3,400,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000
48 CASH-Capital & Related Financial	-3,400,000	-3,400,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000	-3,250,000
49 Proceeds from BAN (Wr Office/Garage Bldgs)																	
50 Proceeds from Bond (Wr Office/Garage Bldgs)																	
51 Repayment BAN - Wr Office/Garage Bldg																	
52 Principal - MWRA Loan																	
53 Principal Payments - Wr Office/Garage Bldgs																	
54 Contribution in Aid of Construction																	
55 House Connections (offset)																	
56 Fed/State Grant Proceeds (MWRA Grant)																	
57 Fed/State Loan Proceeds (MWRA Loan)																	
58 Subtotal - Financing Proceeds/Payments (SUM 59:70)																	

SEWER PROFORMA
Projection for FY14 Sewer Rates

	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20
	Actual	Actual	Actual	Actual	Actual	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan
10 SEWER PROFORMA													
11 Revised 4/23/13													
With FY14 Bdg													
12 Updated FY13													
[MWRA, Depr, Dab]													
73 Other Capital:													
74 Vehicles/Equipment	-17,418	-10,519	-8,667	0	-1,073	-270,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000
75 GIS	0	-26,156	0	0	0	0	-285,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000
76 Billing System/Office Equip/SCADA	0	0	0	0	0	0	0	0	0	0	0	0	0
77 Sewer Lateral Program	0	0	0	0	0	0	0	0	0	0	0	0	0
78 I&I / Main Inspection & Rehab, Spot Repairs	-219,166	-277,227	-73,230	-301,761	-217,595	-417,424	-320,000	-320,000	-320,000	-320,000	-320,000	-320,000	-320,000
79 Rehabilitation of Sewer Main	-166,195	-273,847	-4,127	-34,935	-10,768	-531,836	0	-180,000	-205,000	-205,000	-205,000	-205,000	-205,000
80 Newton/West Swr Main Repairs - Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0
81 Other (Pump Sta Improv, etc)	0	0	23,556	26	-79,469	0	-50,000	-30,000	-30,000	-30,000	-30,000	-30,000	-30,000
82 Ejector Stations - Design	-151,738	-83,552	-27,313	-184,002	-92,411	-255,751	-355,000	300,000	-300,000	-300,000	-300,000	-300,000	-300,000
83 Ejector Stations - Construction	0	0	0	0	0	0	0	0	0	0	0	0	0
84 Ejector Stations - Williams Street	0	0	0	0	0	0	0	0	0	0	0	0	0
85 Ejector Stations - Contrib Williams Street Office Park	0	0	0	0	0	0	0	0	0	0	0	0	0
86 Ejector Stations - Contrib Williams Street Office Park	0	0	0	0	0	0	0	0	0	0	0	0	0
87 Ejector Stations - Contrib Williams Street Office Park	0	0	0	0	0	0	0	0	0	0	0	0	0
88 New Water Office/Garage Buildings - Constr	-5,448	0	0	0	0	0	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000
89 Building Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0
90 Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0
91 Other	-559,966	-845,877	-143,537	-443,164	-549,237	-1,623,072	-705,000	-820,000	-465,000	-640,000	-857,238	-800,498	-779,340
92 Subtotal - Capital (Sum L73-L92)	-281,849	-350,379	-135,128	-435,303	-549,237	-1,623,072	-705,000	-820,000	-465,000	-640,000	-857,238	-800,498	-779,340
93 NET CASH - From/For Capital/Fin (L71 + L93)	350,379	-431,869	-343,128	-135,303	-207,574	-1,115,517	-83,276	191,164	28,072	56,012	87,857	81,265	108,726
94 NET INCREASE CASH (L47 + L57 + L94)	2,305,443	2,655,822	2,223,933	2,567,062	2,706,365	2,913,938	1,798,421	1,715,145	1,523,981	1,552,053	1,608,065	1,695,923	1,777,218
95 Cash-Beginning of Year	2,655,822	2,223,933	2,567,062	2,706,365	2,913,938	1,798,421	1,715,145	1,523,981	1,552,053	1,608,065	1,695,923	1,777,218	1,885,944
96 Cash-End of Year	0	0	0	0	0	0	0	0	0	0	0	0	0
97 Less Unspent Capital Reserve	2,655,822	2,223,933	2,567,062	2,706,365	2,913,938	1,798,421	1,715,145	1,523,981	1,552,053	1,608,065	1,695,923	1,777,218	1,885,944
98 Adjusted Cash - End of Year	0	0	0	0	0	0	0	0	0	0	0	0	0
99 Components of Cash (End of Year)	1,497,477	1,275,714	1,137,975	1,158,483	1,081,673	1,179,018	1,064,544	845,615	873,667	923,699	1,017,557	1,086,652	1,207,578
100 General (Available)	380,700	395,333	400,087	416,553	423,178	439,403	470,601	498,366	498,366	498,366	498,366	498,366	498,366
101 MWRA Assessment Accrual	0	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
102 Reserve for Newton Sewer Main	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
103 Reserve for Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0
104 Retainage	81,001	59,903	48,919	24,950	0	0	0	0	0	0	0	0	0
105 MWRA I & I Debt Accrual	616,644	312,963	800,080	924,463	1,229,087	0	0	0	0	0	0	0	0
106 Capital Reserve (zero with other Reserves)	0	0	0	0	0	0	0	0	0	0	0	0	0
107 Yr-End Operating Encumbrances	0	0	0	0	0	0	0	0	0	0	0	0	0
108 Total Cash	2,655,822	2,223,933	2,567,062	2,706,365	2,913,938	1,798,421	1,715,145	1,523,981	1,552,053	1,608,065	1,695,923	1,777,218	1,885,944
109 Total Available Cash	1,497,477	1,275,714	1,137,975	1,158,483	1,081,673	1,179,018	1,064,544	845,615	873,667	923,699	1,017,557	1,086,652	1,207,578
110 Total Discretionary Cash	1,162,457	741,679	567,120	597,323	334,976	436,133	319,364	76,583	57,695	67,017	105,190	134,901	168,724
111 45 Day Exp (not Incl MWRA Reserve)	335,020	334,036	370,856	361,159	395,697	392,885	395,180	419,032	465,792	512,683	562,367	614,251	668,854
112 DOR Free Cash Reserve - Increased FY12	380,700	395,333	400,087	416,553	423,178	439,403	470,601	498,366	498,366	498,366	498,366	498,366	498,366
113 MWRA Assessment Accrual (MWRA Rsrv)	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
114 Contingency Reserves	616,644	312,963	800,080	924,463	1,229,087	0	180,000	180,000	180,000	180,000	180,000	180,000	180,000
115 Capital Reserve (minus Contingency Rsrv)	1,412,364	1,422,352	1,357,023	2,082,295	2,576,962	1,362,288	1,395,781	1,447,398	1,494,158	1,541,049	1,590,733	1,642,617	1,697,220
116 Total Cash Target	1,412,364	1,422,352	1,357,023	2,082,295	2,576,962	1,362,288	1,395,781	1,447,398	1,494,158	1,541,049	1,590,733	1,642,617	1,697,220

TOWN OF WELLESLEY



MASSACHUSETTS

DEPARTMENT OF PUBLIC WORKS

2 MUNICIPAL WAY • WELLESLEY, MA 02481-4925

MICHAEL PAKSTIS
DIRECTOR

TELEPHONE (781) 235-7600
FACSIMILE (781) 237-1936

May 29, 2013

To: Board of Public Works
From: Judith Curby, Assistant Director

A handwritten signature in cursive script, appearing to read "JC", is written over the "From:" line of the memo.

Re: Capital Carry Forward, FY2013

Attached is a summary of the Capital budget accounts that will be carried forward into FY14. Work on these projects is still underway and final bills and transfers for FY13 are still to be processed, so the actual amounts carried forward may differ from, but will not exceed, the amounts shown on the attached summary.

We expect that most of these capital budgets will be fully expended by the end of the coming construction season (or well underway for the design projects).

It is requested that the Board of Public Works approve the following motion:

That the Board of Public Works approves the carry forward of the DPW capital accounts listed on the Capital Carry Forward report dated 5/29/13.

Attachment

Capital Carry Forward as of 5/29/13

Division/Account	Project	Town Meeting Year & Article	Fiscal Year	Purpose	Appropriation	Carry Forward
Highway						
14204995	95210	ATM 12, Art 8	2013	STREET RESURFACING	46,000.00	46,000.00
14209012	95210	ATM 11, Art 8	2012	STREET RESURFACING	22,442.57	22,442.57
14204995	95220	ATM 12, Art 8	2013	CRACKSEALING	40,000.00	40,000.00
14204995	95230	ATM 12, Art 8	2013	SIDEWALK RESTORATION	205,000.00	205,000.00
14209012	95230	ATM 11, Art 8	2012	SIDEWALK RESTORATION	35,042.97	21,906.81
14204995	95240	ATM 12, Art 8	2013	CULVERT & HEADWALL REHAB	12,000.00	12,000.00
14204995	95250	ATM 12, Art 8	2013	CATCH BASIN RECONSTRUCTION	6,000.00	6,000.00
14204995	95260	ATM 12, Art 8	2013	PRIVATE WAYS	20,000.00	20,000.00
14209009	95291	ATM 08, Art 8	2009	PRK/HWY FACILITY - HVAC STUDY	11,409.00	11,409.00
14209010	95292	ATM 09, Art 8	2010	PRK/HWY FACILITY - BRICK FAÇADE SEALING	11,276.69	11,276.69
14209011	95293	ATM 10, Art 8	2011	PRK/HWY FACILITY - BUILDING ROOF (DESIGN)	30,000.00	30,000.00
				Highway Total	439,171.23	426,035.07
Park & Tree						
14304995	95310	ATM 12, Art 8	2013	ELEMENTARY SCHOOL FIELD IMPVT	40,000.00	10,000.00
14304995	95320	ATM 12, Art 8	2013	H S/ HUNNEWELL FIELDS	40,000.00	7,000.00
14309010	95321	ATM 09, Art 8	2010	HUNNEWELL FIELD MAINT/RESTROOM (DESIGN)	25,000.00	25,000.00
14304995	95350	ATM 12, Art 8	2013	TENNIS AND BASKETBALL COURT IMPROVEMENT	20,000.00	20,000.00
14309012	95350	ATM 11, Art 8	2012	TENNIS AND BASKETBALL COURT IMPROVEMENT	64,201.48	15,000.00
14304995	95360	ATM 12, Art 8	2013	ADA REQUIREMENTS	10,000.00	2,000.00
14304995	95370	ATM 12, Art 8	2013	TRAFFIC ISLAND AND STREETScape RENOVATIC	5,000.00	4,000.00
14304995	95381	ATM 12, Art 8	2013	DRINKING FOUNTAINS	8,000.00	8,000.00
14309012	95381	ATM 11, Art 8	2012	DRINKING FOUNTAINS	8,000.00	2,000.00
14304995	35382	ATM 12, Art 8	2013	FULLER FOOTBRIDGE	7,000.00	7,000.00
14309012	35382	ATM 11, Art 8	2012	FULLER FOOTBRIDGE	7,000.00	6,000.00
14304995	95390	ATM 12, Art 8	2013	MOTH CONTROL PROJECT	8,000.00	5,000.00
				Park & Tree Total	242,201.48	111,000.00
Recycling & Disposal Facility						
14404995	95410	ATM 12, Art 8	2013	CONTAINER REPLACEMENT	22,500.00	22,500.00
14409012	95410	ATM 11, Art 8	2012	CONTAINER REPLACEMENT	21,834.20	10,000.00
14409011	95414	ATM 10, Art 8	2011	RDF RESURFACE PAVED AREAS	7,443.19	7,443.19
				Recycling & Disposal Facility Total	268,199.02	39,943.19
Fleet Maintenance						
14509012	--	ATM 11, Art 8	2012	DPW VEHICLE & EQUIP REPLACEMENT	62,377.68	48,534.98
14503995	--	ATM 11, Art 8	2012	DPW VEHICLE & EQUIP REPLACEMENT	803,000.00	156,837.70
				Fleet Maintenance Total	865,377.68	205,372.68