

TOWN OF WELLESLEY

Wellesley, Massachusetts, 02481

COMMISSIONERS

ELLEN KORPI
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DAVID A. COHEN DIRECTOR
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BOARD OF PUBLIC WORKS

March 24, 2021

To: Advisory Committee

From: David A. Cohen, Director

A handwritten signature in blue ink that reads "David A. Cohen".

Re: **Board of Public Works – FY2022 Water and Sewer Enterprise Fund Budgets**

Attached, please find a copy of the Department of Public Works FY2022 Water and Sewer Enterprise Fund budgets, which were approved by the Board of Public Works on March 24, 2021. The only change from the last version approved by the Board is a reduction of \$958,359 from the Water Capital Budget shown on the combined Water & Sewer Budget Summary. The only pages affected by this reduction are #4, #13, #15, #22, and #38. There is no change to the Sewer budget.

The revised combines Water & Sewer operating, non-operating and capital budgets for FY 2022 total \$20,443,408, which is a 3.0% increase over FY2021. The total Water Enterprise funding authorization request, including contingencies is \$9,867,360 and the total Sewer Enterprise funding authorization request, including contingencies is \$10,576,048.

Based in these budgets, we are still projecting a 0% water rate increase and a 2% sewer rate increase for FY 2022.

Encl: Board of Public Works Water and Sewer Enterprise Fund Budgets for FY2022



Town of *Wellesley*
FY2022 Budget Request

**Department of Public Works
Water & Sewer Enterprise Fund Budget Request
Version 4**

*Approved by the Board of Public Works
March 24, 2021*

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DPW STRATEGIC PLAN HIGHLIGHTS

◆ MISSION STATEMENT

The Town of Wellesley Department of Public Works is dedicated to providing in a safe and cost effective manner the essential, emergency and maintenance services, together with information and planning support, to protect, maintain and improve the Town's assets and infrastructure for the safety and well being of the community.

◆ MAJOR GOALS

Five major goals are derived from the themes in the mission statement. Each major goal has one or more objective and strategy. The goals and objectives are discussed in a general way throughout the program, sub program and function narratives of the tax impact budget. The five major goals are:

- To Provide Essential Services
- To Provide Emergency Services
- To Provide Maintenance Services
- To Provide Information and Planning Support
- To Protect, Maintain and Improve the Town's Assets and Infrastructure

and to do all of the above at the highest standards in a safe and cost effective manner.

◆ VISION STATEMENT

To be recognized by the community for outstanding services to the Town which are achieved through careful planning and implementation, continuous improvements and by developing teamwork through good support and training.

◆ VALUE STATEMENT

Our value statement indicates the qualities and characteristics the Department holds in esteem as it goes about its work: We value the supportive environment that allows our productive spirit and professional capabilities to serve the Wellesley community.

FY2022 WATER AND SEWER OPERATING BUDGET SUMMARY
TOWN OF WELLESLEY DEPARTMENT OF PUBLIC WORKS

COMBINED WATER & SEWER BUDGET SUMMARY	FY2018	FY2019	FY2020	FY2021	FY2022	FY2022	Increase/Decrease
	Actual	Actual	Actual	Request	Request v3	Request v4	
Personal Services	\$ 2,474,258	\$ 2,453,891	\$ 2,443,943	\$ 2,846,930	\$ 2,807,510	\$ 2,807,510	\$ (39,420) -1.4%
MWRA Expenses	\$ 7,343,880	\$ 7,231,609	\$ 7,400,322	\$ 8,127,300	\$ 8,697,091	\$ 8,697,091	\$ 569,791 7.0%
All Other Operating Expenses	\$ 2,299,768	\$ 2,279,150	\$ 2,330,878	\$ 2,733,709	\$ 2,777,815	\$ 2,777,815	\$ 44,106 1.6%
Personal Services and Expenses Subtotal	\$ 12,117,906	\$ 11,964,650	\$ 12,175,143	\$ 13,707,939	\$ 14,282,416	\$ 14,282,416	\$ 574,477 4.2%
Interest Expenses	\$ 160,122	\$ 189,522	\$ 168,672	\$ 166,197	\$ 131,322	\$ 131,322	\$ (34,875) -21.0%
Non-Operating Expenses	\$ 594,354	\$ 577,877	\$ 536,070	\$ 586,520	\$ 544,800	\$ 544,800	\$ (41,720) -7.1%
Depreciation	\$ 1,393,509	\$ 1,388,285	\$ 1,451,796	\$ 1,433,509	\$ 1,511,718	\$ 1,511,718	\$ 78,209 5.5%
Non-Operating Subtotal	\$ 2,147,985	\$ 2,155,684	\$ 2,156,538	\$ 2,186,226	\$ 2,187,840	\$ 2,187,840	\$ 1,614 0.1%
Total Operating & Non-Operating Expenses	\$ 14,265,891	\$ 14,120,334	\$ 14,331,681	\$ 15,894,165	\$ 16,470,256	\$ 16,470,256	\$ 576,091 3.6%
Total Water & Sewer Capital Budget	\$ 5,991,598	\$ 3,085,127	\$ 3,060,468	\$ 3,004,730	\$ 3,965,273	\$ 3,006,914	\$ 2,184 0.1%
Total Water & Sewer Budget	\$ 20,257,489	\$ 17,205,461	\$ 17,392,149	\$ 18,898,895	\$ 20,435,529	\$ 19,477,170	\$ 578,275 3.1%
Total Water & Sewer Budget (including Contingencies)				\$ 19,844,988	\$ -	\$ 20,443,408	\$ 598,420 3.0%
WATER BUDGET SUMMARY	FY2019	FY2020	FY2021	FY2022	FY2022	Increase/Decrease	
	Actual	Actual	Request	Request	Request		
Personal Services	\$ 1,762,310	\$ 1,722,485	\$ 1,717,198	\$ 1,953,039	\$ 1,928,980	\$ (24,059) -1.2%	
MWRA Water	\$ 1,742,278	\$ 1,485,700	\$ 1,476,428	\$ 1,882,300	\$ 2,202,291	\$ 319,991 17.0%	
All Other Operating Expenses	\$ 1,705,162	\$ 1,771,941	\$ 1,761,205	\$ 2,082,478	\$ 2,088,317	\$ 5,839 0.3%	
Personal Services and Expenses Subtotal	\$ 5,209,750	\$ 4,980,126	\$ 4,954,831	\$ 5,917,817	\$ 6,219,588	\$ 6,219,588 \$ 301,771 5.1%	
Interest Expenses	\$ 95,011	\$ 129,936	\$ 114,611	\$ 114,611	\$ 86,236	\$ 86,236	\$ (28,375) -24.8%
Non-Operating Expenses	\$ 536,520	\$ 527,547	\$ 494,800	\$ 536,520	\$ 494,800	\$ 494,800	\$ (41,720) -7.8%
Depreciation	\$ 945,330	\$ 922,226	\$ 965,330	\$ 975,330	\$ 1,025,253	\$ 1,025,253	\$ 49,923 5.1%
Non-Operating Subtotal	\$ 1,576,861	\$ 1,579,709	\$ 1,574,741	\$ 1,626,461	\$ 1,606,289	\$ 1,606,289 \$ (20,172) -1.2%	
Total Operating & Non-Operating Expenses	\$ 6,786,611	\$ 6,559,835	\$ 6,529,572	\$ 7,544,278	\$ 7,825,877	\$ 7,825,877 \$ 281,599 3.7%	
Water Capital Budget (including debt principal)	\$ 5,387,889	\$ 2,151,609	\$ 2,109,797	\$ 2,061,432	\$ 2,557,291	\$ 1,598,932 \$ (462,500) -22.4%	
Water Total Budget	\$ 12,174,500	\$ 8,711,444	\$ 8,639,369	\$ 9,605,710	\$ 10,383,168	\$ 9,424,809 \$ (180,901) -1.9%	
Contingencies				\$ 472,649		\$ 442,551	
Total Request						\$ 9,867,360	\$ (210,999) -2.1%
SEWER BUDGET SUMMARY	FY2019	FY2020	FY2021	FY2022	FY2022	Increase/Decrease	
	Actual	Actual	Request	Request	Request		
Personal Services	\$ 711,949	\$ 731,406	\$ 726,745	\$ 893,891	\$ 878,530	\$ 878,530 \$ (15,361) -1.7%	
MWRA Sewer	\$ 5,601,602	\$ 5,745,909	\$ 5,923,894	\$ 6,245,000	\$ 6,494,800	\$ 6,494,800 \$ 249,800 4.0%	
All Other Operating Expenses	\$ 594,605	\$ 507,209	\$ 569,673	\$ 651,231	\$ 689,498	\$ 689,498 \$ 38,267 5.9%	
Personal Services and Expenses Subtotal	\$ 6,908,156	\$ 6,984,524	\$ 7,220,312	\$ 7,790,122	\$ 8,062,828	\$ 8,062,828 \$ 272,706 3.5%	
Interest Expenses	\$ 65,111	\$ 59,586	\$ 54,061	\$ 51,586	\$ 45,086	\$ 45,086 \$ (6,500) -12.6%	
Non-Operating Expenses	\$ 57,834	\$ 50,330	\$ 41,270	\$ 50,000	\$ 50,000	\$ 50,000 \$ - 0.0%	
Depreciation	\$ 448,179	\$ 466,059	\$ 486,466	\$ 458,179	\$ 486,465	\$ 486,465 \$ 28,286 6.2%	
Non-Operating Subtotal	\$ 571,124	\$ 575,975	\$ 581,797	\$ 559,765	\$ 581,551	\$ 581,551 \$ 21,786 3.9%	
Total Operating & Non-Operating Expenses	\$ 7,479,280	\$ 7,560,499	\$ 7,802,109	\$ 8,349,887	\$ 8,644,379	\$ 8,644,379 \$ 294,492 3.5%	
Sewer Capital Budget (including debt principal)	\$ 603,709	\$ 933,518	\$ 950,671	\$ 943,298	\$ 1,407,982	\$ 1,407,982 \$ 464,684 49.3%	
Sewer Total Budget	\$ 8,082,989	\$ 8,494,017	\$ 8,752,780	\$ 9,293,185	\$ 10,052,361	\$ 10,052,361 \$ 759,176 8.2%	
Contingencies				\$ 473,444		\$ 523,687	
Total Request						\$ 10,576,048	\$ 464,684 8.3%

TOWN OF WELLESLEY DEPARTMENT OF PUBLIC WORKS
WATER ENTERPRISE FUND
FY2022 BUDGET - SUBPROGRAM SUMMARY

		FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Plan	FY2022 Plan	FY2022 - FY2021 (\$)	FY2022 - FY2021 (%)
PERSONAL SERVICES								
710	SOURCE OF SUPPLY	43,265	45,308	39,077	69,759	74,275	4,516	6.5%
720	PUMPING & TREATMENT	406,031	386,847	339,289	346,396	323,298	(23,098)	-6.7%
740	TRANSMISSION & DISTRIBUTION	744,011	693,502	738,371	902,989	907,540	4,551	0.5%
940	CUSTOMER ACCOUNTS	89,900	80,013	83,326	126,530	121,816	(4,714)	-3.7%
962	ADMINISTRATION	460,695	497,020	496,770	486,865	481,141	(5,724)	-1.2%
976	FACILITIES & GROUNDS	18,407	19,796	20,365	20,500	20,910	410	2.0%
	PERSONAL SERVICES TOTAL	\$ 1,762,310	\$ 1,722,485	\$ 1,717,198	\$ 1,953,039	\$ 1,928,980	(24,059)	-1.4%
EXPENSES								
710	SOURCE OF SUPPLY - OTHER	95,895	59,203	42,599	90,500	89,500	(1,000)	-1.1%
714	SOURCE OF SUPPLY - MWRA	1,742,278	1,485,700	1,476,428	1,882,300	2,202,291	319,991	17.0%
720	PUMPING & TREATMENT	734,139	738,970	691,521	840,011	810,344	(29,667)	-3.5%
740	TRANSMISSION & DISTRIBUTION	391,227	457,971	440,943	538,847	569,214	30,367	5.6%
940	CUSTOMER ACCOUNTS	136,398	115,034	121,347	154,600	155,600	1,000	0.6%
962	ADMINISTRATION	204,770	323,131	398,661	362,689	371,808	9,119	2.5%
962	OPEB	110,307	38,500	38,500	38,500	38,500	-	0.0%
976	FACILITIES & GROUNDS	32,426	39,132	27,634	57,331	53,351	(3,980)	-6.9%
	EXPENSES TOTAL	\$ 3,447,440	\$ 3,257,641	\$ 3,237,633	\$ 3,964,778	\$ 4,290,608	325,830	8.2%
	PERSONAL SERVICES & EXPENSE TOTAL	\$ 5,209,750	\$ 4,980,126	\$ 4,954,831	\$ 5,917,817	\$ 6,219,588	301,771	5.1%
INTEREST, DEPRECIATION & OTHER EXPENSES								
	DEPRECIATION	945,330	922,226	1,059,922	1,025,253	1,025,253	-	0.0%
	INTEREST EXPENSE	95,011	129,936	114,611	102,436	86,236	(16,200)	-15.8%
	TOTAL	\$ 6,250,091	\$ 6,032,287	\$ 6,129,364	\$ 7,045,506	\$ 7,331,077	\$ 285,571	4.1%

WATER AND SEWER DIVISION

FY2022 OPERATING BUDGET

STAFFING PLAN

Position	Employee	FY22		FY21	FY22	Aboard	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22	FY22-FY21(\$)	FY22-FY21(%)	
		Group	Step	Rate	Rate	11/1		Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	
SUPERINTENDENT	SHAUGHNESSY, WILLIAM	61		53.82	56.10	1	1.00	1.00	1.00	1.00	109,740	112,796	115,175	117,478	2,303	2.0%	
ASST SUPERINTENDENT	CONDON, MEGHAN	59		41.14	43.01	1	1.00	1.00	1.00	1.00	97,975	86,232	88,050	89,811	1,761	2.0%	
PROJECT ENGINEER	VANHOUTEN, JOSHUA	57		38.81	39.58	1	1.00	1.00	1.00	1.00	75,105	81,339	83,054	84,715	1,661	2.0%	
GENERAL FOREMAN	FURDON, ROBERT	54/9		40.10	43.58	1	1.00	1.00	1.00	1.00	81,432	84,084	87,425	90,995	3,570	4.1%	
GENERAL FOREMAN	ROGERS, DWIGHT	54/9		40.10	43.58	1	1.00	1.00	1.00	1.00	81,432	84,084	87,425	90,995	3,570	4.1%	
OFFICE ADMINISTRATOR	CHISHOLM, SARAH	49/6		32.32	32.97	1	1.00	1.00	1.00	1.00	64,284	66,075	67,481	68,831	1,350	2.0%	
FOREMAN A	FAHEY, GEORGE	20/7		33.49	36.19	1	1.00	1.00	1.00	1.00	68,016	69,910	72,691	75,565	2,874	4.0%	
FOREMAN A	NAGLE, WILLIAM	20/7		33.44	36.14	1	1.00	1.00	1.00	1.00	67,829	69,803	72,587	75,460	2,873	4.0%	
FOREMAN A	SNOW JR, WALTER	20/7		33.49	36.19	1	1.00	1.00	1.00	1.00	68,016	69,910	72,691	75,565	2,874	4.0%	
LEAD TREATMENT OPERATOR	FILLED AS PTO	20/7		32.10	35.59	0	1.00	1.00	1.00	1.00	66,768	68,627	69,313	74,312	4,999	7.2%	
PRIMARY WTR. TREAT. OP.	SMITH, CHRISTOPHER	18/7		26.41	32.74	1	1.00	1.00	1.00	0.00	61,402	63,111	65,091	0	-65,091	-100.0%	
PRIMARY WTR. TREAT. OP.	ELD, MICHAEL	18/7		30.77	33.25	1	1.00	1.00	1.00	1.00	62,358	64,202	66,776	69,426	2,650	4.0%	
PRIMARY WTR. TREAT. OP.	JONES, JOSEPH	18/7		30.26	32.74	1	1.00	1.00	1.00	1.00	61,402	63,111	65,711	68,361	2,650	4.0%	
PRIMARY WTR. TREAT. OP.	LITCHFIELD, CHRISTOPHER	18/7		26.41	31.79	1	1.00	1.00	1.00	1.00	62,150	63,881	65,865	66,385	520	0.8%	
METER FOREMAN	MACDONALD, MICHAEL	19/7		32.06	34.64	1	1.00	1.00	1.00	1.00	65,104	66,917	69,570	72,328	2,758	4.0%	
METER CROSS CONN. TECH	SARDINA, THOMAS	17/7		29.32	31.68	1	1.00	1.00	1.00	1.00	59,405	61,059	63,623	66,148	2,525	4.0%	
POWER SHOVEL OPER	EVANS, MATTHEW	17/7		29.13	31.49	1	1.00	1.00	1.00	1.00	58,344	60,738	63,226	65,751	2,525	4.0%	
POWER SHOVEL OPER	FEELEY, BENJAMIN	17/5		24.87	27.13	1	1.00	1.00	1.00	1.00	59,301	60,952	52,442	56,643	4,201	8.0%	
STOCKMAN	CAMPANELLA, GREGORY	17/7		29.13	31.59	1	1.00	1.00	1.00	1.00	45,053	46,307	63,226	65,960	2,734	4.3%	
GENERAL MECHANIC	VACANT	16/5		23.84	27.10	0	1.00	1.00	1.00	1.00	56,638	58,216	58,798	56,585	-2,213	-3.8%	
GENERAL MECHANIC	VACANT	16/5		23.84	27.10	0	1.00	1.00	1.00	1.00	56,243	57,809	58,387	56,585	-1,802	-3.1%	
GENERAL MECHANIC	VACANT	16/5		27.37	27.10	0	1.00	1.00	1.00	1.00	56,930	58,515	59,100	56,585	-2,515	-4.3%	
GENERAL MECHANIC	VACANT	16/2		21.82	23.32	0	1.00	1.00	1.00	1.00	45,386	46,649	47,115	48,692	1,577	3.3%	
GENERAL MECHANIC	FILLED AS LABORER	16/5		26.68	27.10	0	1.00	1.00	1.00	1.00	55,494	57,040	57,610	56,585	-1,025	-1.8%	
TRUCK DRIVER & LABORER	MELIA, STEPHEN	15/7		26.74	28.88	1	1.00	1.00	1.00	1.00	54,142	55,757	58,015	60,301	2,286	3.9%	
TRUCK DRIVER & LABORER	TUSLER, JOHN	15/7		24.22	24.55	1	1.00	1.00	1.00	1.00	49,109	50,049	50,571	51,270	699	1.4%	
TRUCK DRIVER & LABORER	CARRIGG, KEARNEY	15/7		26.50	28.74	1	1.00	1.00	1.00	1.00	53,747	55,244	57,514	60,009	2,495	4.3%	
LABORER	FORTE, JEFFREY	11/7		22.43	24.24	1	1.00	1.00	1.00	1.00	45,448	46,714	48,674	50,613	1,939	4.0%	
LABORER	KELLEY, PAUL	11/7		22.53	24.34	1	0.00	0.00	0.00	0.00	0	0	0	0	0	0.0%	
Division Total					23.00		28.00	28.00	28.00	27.00	1,788,253	1,829,131	1,887,206	1,871,954	-15,252	-0.8%	
Subtotals																	
Division Total before Management Pay Plan (MPP)							20.00	25.00	25.00	24.00	1,505,433	1,548,764	1,600,927	1,579,950	-20,977	-1.3%	
Management Pay Plan (MPP)							3.00	3.00	3.00	3.00	282,820	280,367	286,279	292,004	5,725	2.0%	
TEMPORARIES/SEASONAL							17.43	17.34			46,197	47,352	48,536	49,507	971	2.0%	
SCHEDULED OVERTIME								43.56	43.56			206,617	213,435	235,829	235,829	0	0.0%
EMERGENCY OVERTIME								43.56	43.56			101,351	104,695	115,680	115,680	0	0.0%
CHARGES FROM OTHER DIVISIONS												729,276	753,342	772,176	741,898	-30,278	-3.9%
LONGEVITY - W/S												700	700	800	800	0	0.0%
CHARGES FROM FMD												27,086	37,996	41,000	41,820	820	2.0%
PERSONAL SERVICES TOTAL					23.00		28.00	28.00	28.00	27.00	2,899,480	2,986,651	3,101,227	3,057,488	-43,739	-1.4%	

Charges from Other Divisions and Departments to the Enterprise Funds

The Staffing Sheet on the previous page show the amounts that Water & Sewer pays for work requested of other Departments for recurring and one time projects. Work includes items such as engineering plan reviews, utility mark-outs, sewer house connection inspections, patching trenches, landscape maintenance, recycling and disposal services, executive and administrative support, billing and customer service, and custodial services. The table below shows the amounts charged from each division and department.

Department of Public Works FY 2022 Salary Allocations		
ENTERPRISE CHARGES FROM OTHER DIVISIONS	FY22	FY21
ENGINEERING DIVISION	63,028	52,524
HIGHWAY DIVISION	128,064	133,258
PARK & TREE DIVISION	14,460	13,535
RECYCLING & DISPOSAL	1,426	1,320
MANAGEMENT DIVISION	334,778	387,565
MUNICIPAL LIGHT PLANT	200,142	200,142
FACILITIES MANAGEMENT	41,820	41,000
TOTAL	783,718	829,344

The tables below show the percentage allocations of all DPW positions that charge Water & Sewer for services provided. Work for Other Enterprise is for requested services and charges are billed monthly on a time and materials basis. **Enterprise Fund Support includes administrative and engineering services that are provided on a fixed allocation basis and also billed monthly based on actual time worked.**

Department of Public Works FY 2022 Salary Allocations

ENGINEERING DIVISION

POSITION	WORK FOR OTHERS - ENTERPRISE	ENTERPRISE FUND SUPPORT
TOWN ENGINEER		20%
ASST. TOWN ENG		20%
SR. CIVIL ENGINEER		5%
TEMPORARIES/SEASONAL	33%	

Department of Public Works FY 2022 Salary Allocations

HIGHWAY DIVISION

POSITION	WORK FOR OTHERS - ENTERPRISE	ENTERPRISE FUND SUPPORT
GENERAL FOREMAN	2%	
FOREMAN A	5%	
FOREMAN A	7%	
FOREMAN A	7%	
FOREMAN A	2%	
FOREMAN B	0%	
FOREMAN B	10%	
FOREMAN B	2%	
METER & SIGN REPAIR	1%	
HIGHWAY CRAFTSMAN	5%	
CONSTRUCTION EQUIP OPERATOR	2%	
CONSTRUCTION EQUIP OPERATOR	2%	
HEAVY EQUIP OPERATOR	1%	
HEAVY EQUIP OPERATOR	2%	
HEAVY EQUIP OPERATOR	3%	
HEAVY EQUIP OPERATOR	6%	
MEDIUM EQUIP OPERATOR	10%	
MEDIUM EQUIP OPERATOR	2%	
MEDIUM EQUIP OPERATOR	6%	
WATCHMAN		50%
COOP/TEMP	2%	

Department of Public Works FY 2022 Salary Allocations

PARK & TREE DIVISION

POSITION	WORK FOR OTHERS - ENTERPRISE	ENTERPRISE FUND SUPPORT
CONSTRUCTION FOREMAN A	1%	
HORTICULTURIST TECHNICIAN	1%	
TREE CARE FOREMAN A	28%	
LEAD TREE CLIMBER	25%	
TREE CLIMBER	2%	
TREE CLIMBER	4%	
PARK CONSTR CRAFTSMAN	1%	
TECH SRVCS CRAFTSMAN	2%	
PARK FACILITIES TECHNICIAN	2%	
GROUNDKEEPER	15%	
GROUNDKEEPER	3%	
GROUNDKEEPER	4%	
PARK MAINT WORKER	20%	

Department of Public Works FY 2022 Salary Allocations

RECYCLING & DISPOSAL FACILITY

POSITION	WORK FOR OTHERS - ENTERPRISE	ENTERPRISE FUND SUPPORT
VECE/RUBBISH DRIVER	3%	

Department of Public Works FY 2022 Salary Allocations

MANAGEMENT DIVISION

POSITION	WORK FOR OTHERS - ENTERPRISE	ENTERPRISE FUND SUPPORT
DIRECTOR		35%
EXECUTIVE SECRETARY		35%
EXECUTIVE SECRETARY		35%
PROGRAMS MGR/ASST DIR		50%
SR. MANAGEMENT ANALYST		40%
DATABASE/APPLICATION MGR		40%
MANAGEMENT ANALYST		80%
SAFETY COORDINATOR		40%
OFFICE ASSISTANT		40%

TOWN OF WELLESLEY DEPARTMENT OF PUBLIC WORKS
WATER ENTERPRISE FUND
FY2022 BUDGET - COMPARATIVE INCOME STATEMENT

	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Plan	FY2022 Plan	Variance Increase (Decrease)	% INC/DEC
OPERATING REVENUE:							
<i>Rate Adjustment - %</i>	\$ 7,023,029	\$ 6,864,830	\$ 6,694,206	\$ 6,517,806	\$ 6,517,806	0	0.0%
<i>Units Sold (CCF)</i>	0.0%	Estimate: 0%	Estimate: 0%	Estimate: 0%	Estimate: 0%		
	1,222,324 CCF	1,178,817 CCF	1,199,595 CCF	1,089,000 CCF	1,089,000 CCF		
OPERATING EXPENSES:							
Source of Supply - MWRA Charges	\$ 1,742,278	\$ 1,485,700	\$ 1,476,428	\$ 1,882,300	\$ 2,202,291	319,991	17.0%
Source of Supply - Other Expenses	\$ 139,160	\$ 104,511	\$ 81,676	\$ 160,259	\$ 163,775	3,516	2.2%
Pumping & Treatment	\$ 1,140,171	\$ 1,125,816	\$ 1,030,810	\$ 1,186,407	\$ 1,133,642	(52,765)	-4.4%
Transmission & Distribution	\$ 1,135,238	\$ 1,151,473	\$ 1,179,314	\$ 1,441,836	\$ 1,476,754	34,918	2.4%
Customer Accounts	\$ 226,299	\$ 195,047	\$ 204,673	\$ 281,130	\$ 277,416	(3,714)	-1.3%
Facilities and Grounds	\$ 50,833	\$ 58,928	\$ 47,999	\$ 77,831	\$ 74,261	(3,570)	-4.6%
Administrative & General	\$ 665,465	\$ 820,151	\$ 895,431	\$ 849,554	\$ 852,949	3,395	0.4%
OPEB	\$ 110,307	\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500	0	0.0%
Depreciation	\$ 945,330	\$ 922,226	\$ 1,059,922	\$ 1,025,253	\$ 1,025,253	0	0.0%
TOTAL OPERATING EXPENSES	\$ 6,155,080	\$ 5,902,351	\$ 6,014,753	\$ 6,943,070	\$ 7,244,841	301,771	4.3%
OPERATING INCOME	\$ 867,949	\$ 962,478	\$ 679,453	\$ (425,264)	\$ (727,035)	(301,771)	-71.0%
OTHER INCOME (EXPENSES):	\$ (172,946)	\$ (293,102)	\$ (226,675)	\$ (192,546)	\$ (192,546)	0	0.0%
CHANGE IN NET ASSETS	\$ 695,003	\$ 669,376	\$ 452,778	\$ (617,810)	\$ (919,581)	(301,771)	66.6%

TOWN OF WELLESLEY DEPARTMENT OF PUBLIC WORKS
WATER ENTERPRISE FUND
FY2022 BUDGET - COMPARATIVE STATEMENT OF CASH FLOWS

	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Plan	FY2022 Plan
CASH FLOWS FROM OPERATING ACTIVITIES:					
Operating Income	\$ 867,949	\$ 962,478	\$ 679,453	\$ (425,264)	\$ (727,035)
<i>Adjustments To Reconcile Operating Income To Net Cash Provided By Operating Activities:</i>					
Depreciation & Amortization	\$ 945,330	\$ 922,226	\$ 1,059,922	\$ 1,025,253	\$ 1,025,253
Loss On Disposal Of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Changes In Assets And Liabilities:</i>					
Accounts Receivable - Customers (Increase)	\$ (126,965)	\$ 149,925	\$ (107,662)	\$ -	\$ -
Materials & Supplies	\$ (4,310)	\$ 5,869	\$ 7,613	\$ -	\$ -
Due From Capital Projects Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Other Current Assets	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Payable & Accrued Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -
Customer Deposits And Advances (Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment - MWRA Plan to Actual	\$ -	\$ -	\$ -	\$ -	\$ -
Total Adjustments	\$ 814,055	\$ 1,078,020	\$ 959,873	\$ 1,025,253	\$ 1,025,253
NET CASH PROVIDED BY OPERATING ACTIVITIES	\$ 1,682,004	\$ 2,040,498	\$ 1,639,326	\$ 599,989	\$ 298,218
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES					
Proceeds from non-operating activities	\$ 458,585	\$ 364,381	\$ 432,841	\$ 440,341	\$ 447,841
Proceeds for non-operating activities	\$ (536,520)	\$ (527,547)	\$ (494,800)	\$ (494,800)	\$ (494,800)
Auditors' Changes in Fair Market Value of Investments/Other Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Paid	\$ (95,011)	\$ (129,936)	\$ (114,611)	\$ (102,436)	\$ (86,236)
[Interest Received is included in Revenue]	\$ -	\$ -	\$ -	\$ -	\$ -
NET CASH - NON CAPITAL FINANCING ACTIVITIES	\$ (172,946)	\$ (293,102)	\$ (176,570)	\$ (156,895)	\$ (133,195)
CASH FLOWS FROM CAPITAL & RELATED FINANCING ACTIVITIES					
Proceeds from BAN/Bond (Wtr Meters)	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
Proceeds from Bond (Morses Satellite Wells)	\$ -	\$ -	\$ -	\$ -	\$ -
Proceeds from MWRA Loan	\$ -	\$ -	\$ -	\$ 350,000	\$ 350,000
Principal Payments on General Obligation Bond (Wtr Treatment Plants/Sat Wells)	\$ (300,000)	\$ (130,000)	\$ (130,000)	\$ (130,000)	\$ (130,000)
Principal Payments on BAN/Bond (Wtr/Swr Facility)	\$ -	\$ (170,000)	\$ (165,000)	\$ (165,000)	\$ (165,000)
Principal Payments on BAN/Bond (Remote Meters)	\$ -	\$ (92,000)	\$ (90,000)	\$ (90,000)	\$ (90,000)
Repayment of MWRA Loan	\$ (68,440)	\$ (51,841)	\$ (51,841)	\$ (98,932)	\$ (133,932)
Capital Expenditures	\$ (612,506)	\$ (1,599,867)	\$ (780,857)	\$ (1,260,000)	\$ (1,080,000)
Remote Meter Capital Expenditure (2016 ATM Approved \$4.1M)	\$ (19,189)	\$ (107,901)	\$ (892,099)	\$ (1,555,602)	\$ (958,359)
Contribution In Aid Of Construction	\$ -	\$ -	\$ -	\$ -	\$ -
NET CASH (used for) PROVIDED BY CAPITAL/RELATED FINANCING ACTIVITIES	\$ (134)	\$ (2,151,609)	\$ (2,109,797)	\$ (2,949,534)	\$ (2,207,291)
NET INCREASE (DECREASE) IN CASH AND EQUIVALENTS	\$ 1,508,924	\$ (404,213)	\$ (647,041)	\$ (2,506,440)	\$ (2,042,268)
Offset -- Set Aside to Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
CASH AND EQUIVALENTS: BEGINNING OF YEAR	\$ 7,378,848	\$ 8,887,772	\$ 8,483,559	\$ 7,836,518	\$ 5,330,078
CASH AND EQUIVALENTS: END OF YEAR	\$ 8,887,772	\$ 8,483,559	\$ 7,836,518	\$ 5,330,078	\$ 3,287,810

TOWN OF WELLESLEY DEPARTMENT OF PUBLIC WORKS

WATER ENTERPRISE FUND

FY2022 OPERATING BUDGET - COMPARATIVE STATEMENT OF FINANCIAL POSITION

ASSETS	FY18 Actual	FY2019 Actual	FY2020 Actual	FY2021 Plan	FY2022 Plan
CURRENT ASSETS:					
Cash & Equivalents On Deposit With Town Treasurer	\$ 8,887,772	\$ 8,483,559	\$ 7,836,518	\$ 5,330,078	\$ 3,287,810
Adjustment - Due from Capital Project					
Accounts Receivable	\$ 834,356	\$ 684,431	\$ 792,093	\$ 792,093	\$ 792,093
Reserve for Uncollectables	\$ (6,075)	\$ (6,076)	\$ (6,076)	\$ (6,076)	\$ (6,075)
Materials & Supplies	\$ 180,576	\$ 174,707	\$ 167,094	\$ 167,094	\$ 167,094
Due From Capital Project Fund	\$ (1,000,000)				
TOTAL CURRENT ASSETS	\$ 8,896,629	\$ 9,336,621	\$ 8,789,629	\$ 6,283,189	\$ 4,240,922
PROPERTY, PLANT & EQUIPMENT					
Plant and distribution facilities	\$ 31,403,563	\$ 33,246,585	\$ 33,332,357	\$ 36,149,943	\$ 37,229,942
Vehicles and other equipment	\$ 1,191,294	\$ 2,017,514	\$ 1,976,519	\$ 2,281,519	\$ 2,586,519
Total					
Less accumulated depreciation	\$ 32,594,857	\$ 35,264,099	\$ 35,308,876	\$ 38,431,462	\$ 39,816,461
	\$ (17,942,996)	\$ (18,840,594)	\$ (19,900,516)	\$ (20,925,769)	\$ (21,951,022)
	\$ 14,651,861	\$ 16,423,505	\$ 15,408,360	\$ 17,505,693	\$ 17,865,439
Construction work in progress	\$ 1,315,508	\$ 329,407	\$ 1,957,586	\$ 400,000	\$ 400,001
Net Property, Plant and Equipment	\$ 15,967,369	\$ 16,752,912	\$ 17,365,946	\$ 17,905,693	\$ 18,265,440
TOTAL ASSETS	\$ 24,863,998	\$ 26,089,532	\$ 26,155,575	\$ 24,188,882	\$ 22,506,362
LIABILITIES AND FUND EQUITY					
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Liabilities	\$ 22,635	\$ 25,771	\$ 45,827	\$ 45,827	\$ 45,827
Customer Deposits	\$ 34,445	\$ 34,445	\$ 34,445	\$ 34,445	\$ 34,445
TOTAL CURRENT LIABILITIES	\$ 57,080	\$ 60,216	\$ 80,272	\$ 80,272	\$ 80,272
Long Term Liabilities:					
General Obligation Water Bonds - Trtmnt Plants					
General Obligation Water Bonds - DPW Facility	\$ 1,624,650	\$ 1,454,650	\$ 1,289,650	\$ 1,124,650	\$ 959,650
General Obligation Water Bonds - Morses Wells	\$ 650,000	\$ 520,000	\$ 390,000	\$ 260,000	\$ 130,000
MWRA	\$ 213,388	\$ 161,547	\$ 109,706	\$ 302,865	\$ 496,024
Remote Meter Bond Principal	\$ 887,000	\$ 795,000	\$ 705,000	\$ 617,000	\$ 527,000
TOTAL LONG TERM LIABILITIES	\$ 3,375,038	\$ 2,931,197	\$ 2,494,356	\$ 2,304,515	\$ 2,112,674
TOTAL LIABILITIES	\$ 3,432,118	\$ 2,991,413	\$ 2,574,628	\$ 2,384,787	\$ 2,192,946
FUND EQUITY					
NET ASSETS:					
Invested in capital assets, net of related debt	\$ 12,479,331	\$ 13,713,813	\$ 13,346,252	\$ 15,601,178	\$ 16,152,766
Total Contributed Capital	\$ 12,479,331	\$ 13,713,813	\$ 13,346,252	\$ 15,601,178	\$ 16,152,766
Retained Earnings - Reserved	\$ 1,728,137	\$ 1,013,614	\$ 2,249,883	\$ 1,407,888	\$ 1,407,888
Fund Balance Reserved - Cont. Approp.	\$ 2,518,056	\$ 1,935,243	\$ 2,495,163	\$ 3,482,735	\$ 1,613,225
Undesignated Fund Balance	\$ 4,706,356	\$ 6,435,449	\$ 5,489,649	\$ 1,312,293	\$ 1,139,536
Retained Earnings	\$ 8,952,549	\$ 9,384,306	\$ 10,234,695	\$ 6,202,917	\$ 4,160,650
TOTAL FUND EQUITY	\$ 21,431,880	\$ 23,098,119	\$ 23,580,947	\$ 21,804,095	\$ 20,313,416
TOTAL LIABILITIES AND FUND EQUITY	\$ 24,863,998	\$ 26,089,532	\$ 26,155,575	\$ 24,188,882	\$ 22,506,362

Water Enterprise Fund -- 2021 Annual Town Meeting Motion

Motion:

That the sum of \$9,867,360 be appropriated for the Water Enterprise Fund, to be expended as follows:

Salaries	\$ 1,928,980
Expenses (incl interest and all non-op exp)	\$ 4,833,144
OPEB	\$ 38,500
Depreciation	\$ 1,025,253
Capital Outlay	\$ 1,080,000
Debt	\$ 518,932
Emergency Reserve	\$ 442,551
Total Authorized Use of Funds	\$ 9,867,360

And that \$9,867,360 be raised as follows:

Department Receipts	\$ 8,800,470
Depreciation	\$ 1,025,253
Retained Earnings	\$ 41,637
Total Source of Funds	\$ 9,867,360

Anticipated Sources and Uses of Funds	Water Budget Plan	Approp Request w/ Contingency
Sources		
Water Fund Receipts		
Water Charges	\$ 6,517,806	
Other Charges		
Subtotal - Operating Revenues	\$ 6,517,806	\$ 6,517,806
Other Cash Sources		
Depreciation	\$ 1,025,253	
Non-Operating Income	\$ 447,841	
Changes in Accts Receivable, Accts Payable, etc.	\$ -	
Interest Received	\$ -	
Contrib in Aid of Construction	\$ -	
Loan Proceeds	\$ 350,000	
Rate Stabilization	\$ 1,083,909	
Contingency - From Available Cash		\$ 442,551
Subtotal - Other Cash Sources	\$ 2,907,003	\$ 3,349,554
Total Sources	\$ 9,424,809	\$ 9,867,360
Uses		
Operating Expenses & Depreciation	\$ 7,244,841	
Contingency - 3%		\$ 217,345
Subtotal - Operating Expenses	\$ 7,244,841	\$ 7,462,186
Non-Operating Expenses (incl Interest)	\$ 581,036	
Contingency - 25%		\$ 145,259
Subtotal - Op & Non-Op Expenses	\$ 581,036	\$ 726,295
Capital Expenses & Debt Obligations		
Capital Outlay	\$ 1,080,000	
Expenditures of Contrib. in Aid of Construction	\$ -	
Debt (Principal)	\$ 518,932	
Contingency - 5%		\$ 79,947
Subtotal - Capital & Debt	\$ 1,598,932	\$ 1,678,879
Total Uses	\$ 9,424,809	\$ 9,867,360

WATER - PROGRAM 470

Program Objective

To construct, operate and maintain wells, pumps, distribution lines and storage systems in order to provide a potable and reliable water supply for residential and commercial uses and fire protection; and to practice and promote conservation and protection of water resources.

Wellesley's water supply consists of ten wells and a 150-mile distribution system with two sets of underground reservoirs having a combined storage capacity of 6 million gallons. Wellesley's water is supplied from its own wells with a supplemental supply from the Massachusetts Water Resources Authority (MWRA). The system is fully metered with approximately 8,300 indoor meter accounts and 4,400 outdoor meter accounts.

710 Source of Supply Subprogram (Operation and Maintenance of Wells)

The purpose of the Source of Supply Subprogram is to provide an adequate supply for delivery of potable water to customers.

Subprogram activities include the maintenance of Wellesley's water supply system which consists of ten wells: four at Morse's Pond; four off Wellesley Avenue; and the Longfellow and Rosemary wells off Route 9. Subprogram activities also include maintenance of the MWRA supply main along the Route 128 corridor. Most of Wellesley's water is supplied by these wells, although a supplementary supply is available from the MWRA and is used extensively in the summer months.

Major items of expense incurred in operating and maintaining these facilities include the cost of labor, materials, chemicals, and supplies. Operation expenses also include the cost of purchased water from Needham and Natick that provide water to approximately 100 households bordering Needham and Natick, as well as water charges from the MWRA.

720 Pumping and Treatment Subprogram

The purpose of the Pumping and Treatment subprogram is to pump and treat water for distribution to water users and to provide treated water that meets all Federal and State public health safe drinking water standards.

Subprogram activities include the operation and maintenance of the system's pumping stations and 3 treatment facilities. In FY18, 1.12 billion gallons of water were pumped from local supplies or purchased from the MWRA, for an average daily volume of 3.85 million gallons.

Pumping station facilities consist of stations at Morse's Pond, Wellesley Avenue, T.F. Coughlin (also off Wellesley Avenue), the Longfellow and Rosemary stations (off Route 9 in Wellesley Hills), and the Hegarty station (off Cedar Street). The treatment facilities are at Morse's Pond, Wellesley Avenue, and Longfellow station.

Major items of expense incurred in these activities include the cost of labor, materials used, and expenses incurred in the maintenance of pumping at water treatment facilities (structures and equipment). Expenses also include the cost of purchased power, chemicals, supplies, equipment use, testing services (including both equipment calibration and water quality monitoring), and allocated insurance and retirement expense.

730-740 Transmission and Distribution Subprogram

The purpose of the Transmission and Distribution subprogram is to provide a system for the effective, efficient, and reliable delivery of potable water to customers.

Subprogram activities include the operation and maintenance of storage facilities, booster station equipment, distribution lines including street mains, hydrants, water meters, associated equipment and structures, and customer services. Operation and maintenance activities include: routine inspection of storage facilities; operating and lubricating gates and valves; keeping operational records; operation of mains, services, and hydrants; routine patrolling; observing and recording pressures; flushing mains and hydrants; detecting and correcting leaks; cross-connections; removing and resetting, disconnecting and reconnecting, changing and relocating meters and associated equipment; turning on and shutting off service; inspecting and testing meters and maintaining meter history records; supervising customer installations work; and servicing customer requests.

The distribution system consists of: two sets of underground reservoirs on Maugus and Pierce hills, respectively, which provide a total storage capacity of 6 million gallons; 150 miles of distribution lines; 1,300 hydrants; and 11,800 water meters. Materials and costs associated with transmission and distribution activities include cost of labor, equipment use, allocated insurance and retirement expense, and maintenance and repair supplies.

940 Customer Accounts Subprogram

The purpose of the Customer Accounts subprogram is to provide and maintain an efficient customer service system including billing and collection functions and to provide services and information for encouraging conservation and the efficient use of water. The costs of the Customer Accounts activities are shared between Water, Sewer and Electric.

The Personal Services for this Subprogram are now Direct Charges. The Customer Accounts subprogram provides customer services such as meter reading, customer records and collection activities; the processing of customer applications and deposits; preparation and mailing of regular and special billings; follow-up on unpaid and overdue accounts; servicing of customer inquiries and complaints; compilation of usage statistics and reports; and promotion of water conservation practices. Costs and materials associated with subprogram activities include the cost of labor, equipment use, allocated insurance and retirement expenses, postage and mailing expenses, data processing expenses and office supplies.

960 Administration Subprogram

The purpose of the Administration subprogram is to manage and integrate funds, material, labor, and equipment to provide an effective and efficient and reliable potable water program.

Subprogram activities include the managerial functions of planning, budgeting, scheduling, staffing, and controlling Wellesley's Water Program. Functions directed and coordinated include constructing, operating and maintaining wells, pumps, water distribution lines, and storage systems to provide a potable and reliable water supply for residential and commercial uses and for fire protection; and for promoting conservation and protection of water resources.

Costs and materials associated with this subprogram include the administrative and general salaries, allocated insurance and retirement expenses, equipment use, office supplies, professional services, property insurance, damages, conferences, and interest expense.

976 Facilities and Grounds Subprogram

This subprogram operates and maintains the Water & Sewer garage, office and adjacent grounds. The main building contains approximately 24,000 square feet of offices, locker rooms, restrooms, workshops, inventory storage, equipment and vehicle storage areas. Starting in FY17, custodial services are now provided by the Town's Facilities Maintenance Department and paid for by Water & Sewer.

Water Division Capital Program

The Water Division Capital Program is intended to maintain and improve the infrastructure of the water system to ensure the dependable operation of the system for the foreseeable future and avoid catastrophic failure of any part of the system.

Principal components of the program are:

- Maintenance and Improvements to Water Supply and Treatment Facilities
- Maintenance and Repair of Water Distribution System
- Maintenance and Repair of Water Meters
- Repair and Replacement of Buildings and Vehicles

Water Supply and Treatment Maintenance and Improvements

The primary goal of the Water Division is to supply safe water in sufficient quantities to meet domestic and commercial needs and public safety. This portion of the capital budget includes funding to clean the Town's wells as needed to optimize yield. In addition, funding is provided to maintain well yields through the installation of satellite wells, and to upgrade the water treatment plant equipment .

Maintenance and Repair of Water Distribution System

The ability to distribute water safely and in sufficient quantities throughout the town is also critical to the workings of the water system. A study of the distribution system has identified projects that will improve water pressure and quality as well as update older portions of the system. The Water Division has prioritized the recommendations of the study and the capital program provides for one improvement project to be undertaken each year. Under this plan, the entire improvement program would be spread over the next 30+ years.

Maintenance and Repair of Water Meters

The accuracy of water meters throughout the system allows a fair distribution of the cost of both water and sewer services. This portion of the capital budget funds the periodic testing (and repair, if needed) of the large water meters and also covers the cost of smaller meters that may become damaged due to freezing, etc. In FY16 the Division will begin a multi-year Town wide replacement program to change out the water meters and associated meter reading system.

Repair and Replacement of Buildings and Vehicles

Repairs to buildings and replacement of vehicles are carried out on an as-needed basis to protect these valuable and critical assets of the Division.

WATER PROGRAM CAPITAL AND DEBT REPAYMENT: FY2022 PLAN

Program	Fund Code	FY2019 Funding	FY2020 Funding	FY2021 Funding	FY2022 Plan	FY2023 Plan	FY2024 Plan	FY2025 Plan	FY2026 Plan
1. Water Supply & Treatment									
1. Well Cleaning/Maintenance Program	W	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
2. Water Treatment Plant Upgrades	W	100,000	100,000	300,000	300,000	300,000	300,000	300,000	200,000
2. Satellite Well Installation	W	0	0	0	0	0	0	0	0
4. Hegarty Pumping Station Capacity Upgrade	W	0	0	0	0	0	0	0	0
	Subtotal	150,000	150,000	350,000	350,000	350,000	350,000	350,000	250,000
2. Distribution System									
1. Hydrant Installation/Maintenance Program	W	70,000	70,000	70,000	0	70,000	70,000	70,000	70,000
2. Distribution System Improvements	W	400,000	400,000	500,000	500,000	500,000	500,000	500,000	500,000
3. Woodridge Booster Station	W	0	0	0	0	0	0	0	0
	Subtotal	470,000	470,000	570,000	500,000	570,000	570,000	570,000	570,000
3. Meter Program									
1. Meter Replacement/Maintenance	W	30,000	30,000	30,000	0	30,000	30,000	30,000	30,000
2. Remote Meter Program	W	0	0	0	0	0	0	0	0
	Subtotal	30,000	30,000	30,000	0	30,000	30,000	30,000	30,000
4. Vehicle/Equipment Replacement									
1. Water Vehicle & Equipment Replacement	W	480,000	100,000	280,000	200,000	60,000	295,000	240,000	417,000
2. Office Equipment Replacement	W	0	0	0	0	0	0	0	0
	Subtotal	480,000	100,000	280,000	200,000	60,000	295,000	240,000	417,000
5. DPW Facilities									
1. Building Maintenance	W	0	30,000	30,000	30,000	30,000	30,000	30,000	0
2. GIS System Mapping/Modeling	W	0	0	0	0	0	0	0	0
	Subtotal	0	30,000	30,000	30,000	30,000	30,000	30,000	0
6. Contingency									
1. General Capital Contingency	W	0	0	0	0	0	0	0	0
2. Reserve for Major Capital Expenditures	W	0	0	0	0	0	0	0	0
	Subtotal	0							

WATER PROGRAM CAPITAL AND DEBT REPAYMENT: FY2022 PLAN

Program	Fund Code	FY2019 Funding	FY2020 Funding	FY2021 Funding	FY2022 Plan	FY2023 Plan	FY2024 Plan	FY2025 Plan	FY2026 Plan
7. Debt Principal (interest shown in operating expenses)									
1. Principal - MWRA Local Pipeline Assistance Loan	W	206,841	86,841	98,932	133,932	140,000	175,000	262,684	262,684
2. Principal - DPW Facility/Building Improvements	W	170,000	170,000	165,000	165,000	162,500	160,000	160,000	160,000
3. Principal - Water Supply Improvements	W	130,000	130,000	130,000	130,000	130,000	0	0	0
4. Principal - Meter Program	W	410,000	90,000	410,000	90,000	90,000	90,000	90,000	90,000
5. Principal - Water Treatment Plant	W	0	0	0	0	0	0	0	0
Subtotal		916,841	476,841	803,932	518,932	522,500	425,000	512,684	512,684
TOTAL REQUIREMENTS									
Water Program Totals (excluding debt principal)		1,130,000	780,000	1,260,000	1,080,000	1,040,000	1,275,000	1,220,000	1,267,000
Water Program Totals (including debt principal)		2,046,841	1,256,841	2,063,932	1,598,932	1,562,500	1,700,000	1,732,684	1,779,684

TABLE 3 - FY2022 WATER AND SEWER EQUIPMENT REPLACEMENT PRIORITIES and PROJECTED NEEDS FOR FY2023-2024

FY	Division	Equip #	Unit To Be Replaced	Age @	Replaced By	Functions Served	Unit Cost
2022	Water and Sewer	117	2012 FORD F350	10	Sewer Maint.	Sewer Maint.	65,000
2022	Water and Sewer	113	2009 FORD F150	13	Pickup Truck	Stockroom/Utility	58,000
2022	Water and Sewer	116	2009 FORD E350	13	Van	Meter Van	55,000
2022	Water and Sewer	136	2012 FORD F550	10	1 Ton Dump Truck	1 Ton Dump Truck	87,000
						FY2022 TOTAL:	265,000
2023	Water and Sewer	119	2014 FORD F250	9	Station Truck	Station Truck	70,000
2023	Water and Sewer	128	2010 FORD F250	13	Pickup Truck	Station Operator	70,000
2023	Water and Sewer	11	2015 TOYOTA PRIUS	8	Passenger Vehicle	Superintendent	30,000
2023	Water and Sewer	126	2014 FORD TRANSIT	9	Utility Van	Utility Van	30,000
						FY2023 TOTAL:	200,000
2024	Water and Sewer	124	2014 FORD F450	10	Hi-top Utility	Hi-top Utility	70,000
2024	Water and Sewer	135	2015 INTERNATIO 4300SBA	9	Utility Vehicle	Utility Vehicle	225,000
						FY2024 TOTAL:	295,000

TABLE 4 - FY2022 WATER AND SEWER EQUIPMENT REPLACEMENT PRIORITIES and PROJECTED NEEDS FOR FY2023-2026

Unit #	Year	Make and Model	Other Comments	Repl.		Age @		2021	2022	2023	2024	2025	2026	
				Div	Status	Year	Est. Cost	Exp Life	Repl.					
117	2012	FORD F350	Sewer Maint.	460	1	2022	65,000	10	10	65,000				85,000
118	2004	FORD F350	Sewer Rodder	460	1	2026	85,000	10	22					
119	2014	FORD F250	Station Operator	460	1	2023	70,000	8	9	70,000				
120	2021	FREIGHTLIN M2-106		460										
125	2019	FORD F250	Station Operator	460	1	2027	70,000	8	8					
128	2010	FORD F250	Station Operator	460	1	2023	70,000	8	13	70,000				
410	2020	SURE-TRAC ST6210	Utility Trailer	460	1	2035	25,000	15	15					
120707	2012	INTERNATIO 7400SFA	Sewer Flusher Truck	460	1	2020	325,000	15	8					
5	2018	TOYOTA PRIUS	Asst. Supt.	470	1	2026	28,000	8	8					28,000
11	2015	TOYOTA PRIUS	Superintendent	470	1	2023	30,000	8	8	30,000				
96	2016	KOMATSU PC45MR-5	Mini Excavator	470	1	2026	80,000	10	10					80,000
111	2018	FORD F150	General Foreman	470	1	2026	50,000	8	8					50,000
112	2018	FORD F150	General Foreman	470	1	2026	50,000	8	8					50,000
113	2009	FORD F150	Utility Vehicle	470	1	2022	58,000	8	13	58,000				
115	2017	FORD F550	1 Ton Dump	470	1	2026	85,000	8	9					85,000
116	2009	FORD E350	Meter Van	470	1	2022	55,000	8	13	55,000				
121	2017	FORD F450	Trouble Truck	470	1	2025	75,000	8	8					75,000
123	2016	FORD F550	1 Ton Dump	470	1	2025	90,000	10	9					90,000
124	2014	FORD F450	Hi-top Utility	470	1	2024	70,000	10	10					70,000
126	2014	FORD TRANSIT	Utility Van	470	1	2023	30,000	8	9	30,000				
127	2010	TOYOTA PRIUS	W/S Systems Engineer	470	1	2021	30,000	8	11	30,000				
129	2012	INTERNATIO 7400SFA	Dump Truck	470	1	2021	200,000	15	9	200,000				
131	2018	MACK GU712	Dump Truck	470	1	2033	190,000	10	15					
135	2015	INTERNATIO 4300SBA	Utility Vehicle	470	1	2024	225,000	10	9					225,000
136	2012	FORD F550	Dump Truck	470	1	2022	87,000	10	10	87,000				
139	2008	CATERPILLA 430E	Loader/backhoe	470	1	2025	130,000	15	17					130,000
140	2020	FREIGHTLIN 114SD	Vactor	470	1	2035	175,000	15	15					
141	2004	JOHN DEERE 310SG	Loader/backhoe	470	1	2020	100,000	15	16					
142	1991	SULLIVAN 185CFM	Compressor	470	1	2026	15,000	20	35					15,000
145	2018	ATLAS V5	Compressor	470	1	2028	15,000	10	10					
409	2019	SURE-TRAC ST6210	Utility Trailer	470	1	2034	25,000	15	15					
415	2014	CAM UTILITY	Highway Trailer	470	1	2029	15,000	15	15					
124T	2005	WACH UTILITY	Tlv300/trailer	470	1	2021	50,000	15	16	50,000				
136A	1994	LEROI 185CFM	Compressor	470	1	2026	12,000	20	32					12,000

Status Codes: 1 = Replace New 2 = Replace Used 3 = Rebuild or From other Division 4 = Currently Being Replaced 5 = Do Not Replace

TABLE 4 - FY2022 WATER AND SEWER EQUIPMENT REPLACEMENT PRIORITIES and PROJECTED NEEDS FOR FY2023-2026

Unit #	Year	Make and Model	Other Comments	Div	Status	Repl. Year	Est. Cost	Exp Life	Age @ Repl.	2021	2022	2023	2024	2025	2026
										2021	2022	2023	2024	2025	2026
Total							2,680,000			280,000	265,000	200,000	295,000	295,000	405,000
Water							1,970,000			280,000	200,000	60,000	295,000	295,000	320,000
Sewer							710,000			0	65,000	140,000	0	0	85,000
Total							2,680,000			280,000	265,000	200,000	295,000	295,000	405,000

Status Codes: 1 = Replace New 2 = Replace Used 3 = Rebuild or From other Division 4 = Currently Being Replaced 5 = Do Not Replace



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W1.1

Project Name: Well Cleaning/Maintenance Program

Purpose: It is necessary to clean wells periodically in order to unclog the well screen and well gravel pack to maintain their yield.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
TOTAL:	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

Justification: In order to maintain the efficiency of our water supplies, the periodic cleaning and re-development of wells is required. This budget also provides for the cleaning, rehabilitation or replacement of well pumps as needed. The Wellesley Avenue wells were cleaned in FY18. The 4 Morses Pond wells were cleaned in FY16 and cleaned in FY19. The corroded well pumps were replaced at that time with stainless steel pumps. We will be cleaning the Wellesley Avenue wells in FY21 and the four Morses Pond wells in FY22.

Lead Division: Water

Project Code: 79330

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W1.2

Project Name: **Water Treatment Plant Upgrades**

Purpose: Upgrade treatment plant equipment as needed.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$200,000
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$200,000
TOTAL:	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$200,000

Justification: The Water Treatment Plants were constructed in 1998 and will begin to require more significant equipment upgrades. Beginning in FY18 the Division began working with an engineering firm to develop an asset management plan for the water treatment plants. A portion of this funding has been used to develop this plan. Based on the recommendations and available funding the Division will begin to schedule and implement the planned equipment maintenance, repair, and replacement. In FY21 the obsolete modicon PLCs are scheduled to be upgraded to Allen Bradley PLCs. The aerator at the Wellesley Avenue treatment plant will also be replaced in FY21.

Lead Division: Water

Project Code: 79310

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W2.1

Project Name: **Hydrant Installation/Maintenance Program**

Purpose: To fill coverage gaps in the existing location of hydrants, as identified in the Water Distribution Study, to replace obsolete hydrants, and to repair hydrants as needed.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$70,000	\$0	\$70,000	\$70,000	\$70,000	\$70,000
Planned Expenditures:						
Personal Services	\$25,000	\$0	\$25,000	\$25,000	\$25,000	\$25,000
Expenses	\$45,000	\$0	\$45,000	\$45,000	\$45,000	\$45,000
TOTAL:	\$70,000	\$0	\$70,000	\$70,000	\$70,000	\$70,000

Justification: There are 1,300 hydrants in the system, which require periodic repair and eventual replacement. Replacement is typically required due to incidental damage or due to age, wear or failure. Periodic repair and replacement will be done with cleaning and lining. Funding is not requested for FY22 as sufficient funds from prior year appropriations will be available to complete work this year.

Lead Division: Water

Project Code: 79120

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W2.2

Project Name: **Distribution System Improvements**

Purpose: Distribution system improvements as identified in the Water Distribution Study.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
TOTAL:	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000

Justification: The Water Division continues to implement its Amory Engineering Study of Distribution System Improvements. This Study has identified a program of water main additions, loop closings, replacements, and relining. In FY18 and FY19 the cast iron water mains on Standish Road, Martin Road, Cleveland Road, Linwood Road, Wedgewood Road, and Walnut Street were cleaned and cement lined. The cleaning and lining of the water mains in the Standish Area Neighborhood is planned for FY21. Also planned in FY21 is the cleaning and Lining of Seaward Road, Fells Road and Circle, and Regis Circle. The replacement of a portion of the Oakland Street water main from Brookside Road to Sheridan Road, and the cleaning and Lining of Jackson Road and Oakland Street from Sheridan Road to Hunnewell Street are planned for FY22.

Lead Division: Water

Project Code: 79150

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W3.1

Project Name: **Meter Replacement/Maintenance**

Purpose: Testing and repair/replacement of large meters, replacement of smaller meters as required due to mechanical failures and/or resizing.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$30,000	\$0	\$30,000	\$30,000	\$30,000	\$30,000
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$30,000	\$0	\$30,000	\$30,000	\$30,000	\$30,000
TOTAL:	\$30,000	\$0	\$30,000	\$30,000	\$30,000	\$30,000

Justification: Accurate metering promotes conservation and equitable cost allocation, and is critical to the operations of both the water and sewer programs. This funding provides for regular testing (and repair, if needed) of large meters (i.e., greater than 2 inch) and replacement of existing smaller meters as needed. Funding is not requested for FY22 as sufficient funds from prior year appropriations will be available to complete work this year.

Lead Division: Water

Project Code: 79450

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W4.1

Project Name: **Water Vehicle & Equipment Replacement**

Purpose: To maintain the vehicles and equipment required to carry out the functions of the Water Division.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$280,000	\$200,000	\$60,000	\$295,000	\$240,000	\$417,000
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$280,000	\$200,000	\$60,000	\$295,000	\$240,000	\$417,000
TOTAL:	\$280,000	\$200,000	\$60,000	\$295,000	\$240,000	\$417,000

Justification: The Water Division maintains 20 vehicles and 12 pieces of major equipment. The total current replacement value of the fleet (vehicles and equipment) is \$1,800,000. Three vehicle are scheduled for replacement in FY21.

Lead Division: Water

Project Code: 79990

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W5.1

Project Name: **Building Maintenance**

Purpose: To make appropriate repairs to Water Division facilities as identified in the DPW's annual building maintenance and inspection program.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0
TOTAL:	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0

Justification: The Water Division maintains six pump station buildings, three water treatment plants and the new Water/Sewer garage and office building. The humidity associated with the operations of the pump stations and treatment plants is particularly hard on the interiors of the buildings. Funding for this program will be used to address major capital items identified in the Department's annual building maintenance inspection program. The Facilities Management Department is responsible for maintaining the Water and Sewer garage and office building. The Water and Sewer Enterprise funds pay for these services.

Lead Division: Water

Project Code: 79510

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W6.1

Project Name: **General Capital Contingency**

Purpose: To provide funding for unexpected needs or cost adjustments.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$0	\$0	\$0	\$0	\$0	\$0
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL:	\$0	\$0	\$0	\$0	\$0	\$0

Justification: The Water Division carries a capital contingency budget to provide for unexpected capital needs or cost adjustments. Additional contingency funds will be appropriated whenever the fund falls below the \$80,000 target.

Lead Division: Water

Project Code: 79999

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W6.2

Project Name: **Reserve for Major Capital Expenditures**

Purpose: To accumulate funds over several years to smooth out the impact of major capital expenditures on the Water Program.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$0	\$0	\$0	\$0	\$0	\$0
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL:	\$0	\$0	\$0	\$0	\$0	\$0

Justification: An established Reserve for Major Capital Expenditures will provide funds to smooth out the impact of major capital expenditures and provide a reserve for major emergency work if needed. This Reserve has a current balance of \$340,000.

Lead Division: Water

Project Code: 79998

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W7.1

Project Name: **Principal - MWRA Local Pipeline Assistance Loan**

Purpose: Principal payments for MWRA Local Pipeline Assistance Loan.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$98,932	\$133,932	\$140,000	\$175,000	\$262,684	\$262,684
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$98,932	\$133,932	\$140,000	\$175,000	\$262,684	\$262,684
TOTAL:	\$98,932	\$133,932	\$140,000	\$175,000	\$262,684	\$262,684

Justification: The MWRA Local Pipeline Assistance Program has provided the Town of Wellesley \$1,520,849 in zero interest loans for water line improvements, with principal payments due through FY23. Additionally, the MWRA has released a Local Water System Assistance Program which will provide Wellesley \$2,100,000 in zero interest loans for water line improvements, with principal payments due through FY30.

Lead Division: Water

Project Code:

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W7.2

Project Name: **Principal - DPW Facility/Building Improvements**

Purpose: Principal payments for the Water Fund's share of Water/Sewer Garage and Office Facility.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$165,000	\$165,000	\$162,500	\$160,000	\$160,000	\$160,000
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$165,000	\$165,000	\$162,500	\$160,000	\$160,000	\$160,000
TOTAL:	\$165,000	\$165,000	\$162,500	\$160,000	\$160,000	\$160,000

Justification: In 2009, \$3,250,000 was borrowed for the Water Division's share of a new Water/Sewer Garage and Office Facility, with principal payments due through FY28.

Lead Division: Water

Project Code:

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W7.3

Project Name: **Principal - Water Supply Improvements**

Purpose: Principal payments for Water Supply Improvements Project.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$130,000	\$130,000	\$130,000	\$0	\$0	\$0
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$130,000	\$130,000	\$130,000	\$0	\$0	\$0
TOTAL:	\$130,000	\$130,000	\$130,000	\$0	\$0	\$0

Justification: In 2013 \$1,300,000 was borrowed for major improvements to the Morses Pond wellfield, with principal payments due through FY23.

Lead Division: Water

Project Code:

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: W7.4

Project Name: **Principal - Meter Program**

Purpose: Principal payments for the Remote Read Meter Program

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$410,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$410,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
TOTAL:	\$410,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000

Justification: This item is for Water Fund principal payments for funding of the Remote Read Meter Program.

Lead Division: Water

Project Code:

Date: 2/17/2021



**Town of Wellesley
Department of Public Works
VEHICLE REPLACEMENT PROFILE**

**Fiscal Year: 2022
Project ID: I1**

Unit: 113

Year/Make/Model: 2009 FORD F150

Division: Water and Sewer

Replacement Cost: \$58,000

Purpose: Stockroom/Utility

Replacement: Pickup Truck



Class:	04 - Light Trucks
<i>Age at Replacement:</i>	13
<i>Expected Life:</i>	8
<i>FY20 Usage Miles:</i>	11,985
<i>Current Mileage:</i>	99,803
<i>FY20 Downtime Hours:</i>	9
<i>FY20 Road Calls:</i>	0
<i>Parts Availability:</i>	Fair
<i>Life to Date Repair Cost:</i>	\$25,452
<i>To Be Traded?:</i>	Yes
<i>Trade Value:</i>	

Background: This unit is used by the Water/Sewer Stockperson andfor other uses including flushing and hydant painting. The vehilce is past it's useful life and is in poor condition.



Town of Wellesley
Department of Public Works
VEHICLE REPLACEMENT PROFILE

Fiscal Year: 2022
Project ID: I1

Unit: 116

Year/Make/Model: 2009 FORD E350

Division: Water and Sewer

Replacement Cost: \$55,000

Purpose: Meter Van

Replacement: Van



Class:	03 - Vans
<i>Age at Replacement:</i>	13
<i>Expected Life:</i>	8
<i>FY20 Usage Miles:</i>	4,887
<i>Current Mileage:</i>	45,059
<i>FY20 Downtime Hours:</i>	15
<i>FY20 Road Calls:</i>	0
<i>Parts Availability:</i>	Fair
<i>Life to Date Repair Cost:</i>	\$14,243
<i>To Be Traded?:</i>	YES
<i>Trade Value:</i>	\$9,000

Background: This unit is used daily for carrying parts and equipment necessary to repair and/or replace water meters and for the testing of backflow prevention devices. The age and condition of this vehicle are the considerations in replacing this vehicle. It is anticipated that a hybrid model will be the replacement for this vehicle.



Town of Wellesley
Department of Public Works
VEHICLE REPLACEMENT PROFILE

Fiscal Year: 2022
Project ID: I1

Unit: 117

Year/Make/Model: 2012 FORD F350

Division: Water and Sewer

Replacement Cost: \$65,000

Purpose: Sewer Maint.

Replacement: Sewer Maint.



Class:	05 - Medium Trucks
<i>Age at Replacement:</i>	10
<i>Expected Life:</i>	10
<i>FY20 Usage Hours:</i>	1,226
<i>Current Hours:</i>	3,704
<i>FY20 Downtime Hours:</i>	7
<i>FY20 Road Calls:</i>	
<i>Parts Availability:</i>	
<i>Life to Date Repair Cost:</i>	\$8,717
<i>To Be Traded?:</i>	Yes
<i>Trade Value:</i>	\$1,500

Background: This unit is used by the Sewer Foreman and is required in response to the supervision of regular and emergency work performed on the sewer collection system and on the water distribution system. The age and condition of the vehicle are considerations in replacing the vehicle.



**Town of Wellesley
Department of Public Works
VEHICLE REPLACEMENT PROFILE**

**Fiscal Year: 2022
Project ID: I1**

Unit: 136

Year/Make/Model: 2012 FORD F550

Division: Water and Sewer

Replacement Cost: \$87,000

Purpose: 1 Ton Dump Truck

Replacement: 1 Ton Dump Truck



Class:	05 - Medium Trucks
<i>Age at Replacement:</i>	10
<i>Expected Life:</i>	10
<i>FY20 Usage Hours:</i>	1,112
<i>Current Hours:</i>	4,912
<i>FY20 Downtime Hours:</i>	25
<i>FY20 Road Calls:</i>	
<i>Parts Availability:</i>	
<i>Life to Date Repair Cost:</i>	\$34,371
<i>To Be Traded?:</i>	Yes
<i>Trade Value:</i>	\$1,500

Background: This unit is used by the division staff and is required in response to regular and emergency work performed on the water distribution system and the sewer collection system. This vehicle also plows in the winter.

TOWN OF WELLESLEY DEPARTMENT OF PUBLIC WORKS
SEWER ENTERPRISE FUND
FY2022 BUDGET - SUBPROGRAM SUMMARY

	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Plan	FY2022 Plan	FY2022 - FY2021 (\$)	FY2022 - FY2022 (%)
PERSONAL SERVICES							
610 PUMPING	77,562	81,639	102,766	181,911	174,798	(7,113)	-3.9%
620 COLLECTION SYSTEM	309,303	310,891	265,105	313,945	328,525	14,580	4.6%
962 ADMINISTRATION	268,072	288,034	308,831	313,627	292,587	(21,040)	-6.7%
976 FACILITIES & GROUNDS	-			20,500	20,910	410	2.0%
940 CUSTOMER ACCOUNTS	57,012	50,842	50,044	63,908	61,710	(2,198)	-3.4%
PERSONAL SERVICES TOTAL	711,949	731,406	726,745	893,891	878,530	(15,361)	-1.7%
EXPENSES							
610 PUMPING	113,659	108,592	159,994	141,101	167,499	26,398	18.7%
620 COLLECTION SYSTEM:							
Non-MWRA	181,288	117,438	121,284	178,983	183,872	4,889	2.7%
MWRA	5,601,602	5,745,909	5,923,894	6,245,000	6,494,800	249,800	4.0%
962 ADMINISTRATION	137,038	158,201	159,983	182,142	189,662	7,520	4.1%
OPEB	47,275	16,500	16,500	16,500	16,500	-	0.0%
976 FACILITIES & GROUNDS	48,890	48,509	48,071	47,539	48,839	1,300	2.7%
940 CUSTOMER ACCOUNTS	66,454	57,969	63,841	84,966	83,126	(1,840)	-2.2%
EXPENSES TOTAL	6,196,207	6,253,118.33	6,493,567	6,896,231	7,184,298	288,067	4.2%
PERSONAL SERVICES & EXPENSE TOTAL	6,908,156	6,984,525	7,220,312	7,790,122	8,062,828	272,706	3.5%
INTEREST, DEPRECIATION & OTHER EXP							
DEPRECIATION	448,179	446,059	486,466	458,179	486,465	28,286	6.2%
INTEREST EXPENSE	65,111	59,586	54,061	51,586	45,086	(6,500)	-12.6%
PAYMENT IN LIEU OF TAXES	-	-	-	-	-	-	-
TOTAL	7,421,446	7,490,170	7,760,839	8,299,887	8,594,379	294,492	3.5%

WATER AND SEWER DIVISION

FY2022 OPERATING BUDGET

STAFFING PLAN

Position	Employee	FY22		FY21	FY22	Aboard	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22	FY22-FY21(\$)	FY22-FY21(%)	
		Group	Step	Rate	Rate	11/1		Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	
SUPERINTENDENT	SHAUGHNESSY, WILLIAM	61		53.82	56.10	1	1.00	1.00	1.00	1.00	109,740	112,796	115,175	117,478	2,303	2.0%	
ASST SUPERINTENDENT	CONDON, MEGHAN	59		41.14	43.01	1	1.00	1.00	1.00	1.00	97,975	86,232	88,050	89,811	1,761	2.0%	
PROJECT ENGINEER	VANHOUTEN, JOSHUA	57		38.81	39.58	1	1.00	1.00	1.00	1.00	75,105	81,339	83,054	84,715	1,661	2.0%	
GENERAL FOREMAN	FURDON, ROBERT	54/9		40.10	43.58	1	1.00	1.00	1.00	1.00	81,432	84,084	87,425	90,995	3,570	4.1%	
GENERAL FOREMAN	ROGERS, DWIGHT	54/9		40.10	43.58	1	1.00	1.00	1.00	1.00	81,432	84,084	87,425	90,995	3,570	4.1%	
OFFICE ADMINISTRATOR	CHISHOLM, SARAH	49/6		32.32	32.97	1	1.00	1.00	1.00	1.00	64,284	66,075	67,481	68,831	1,350	2.0%	
FOREMAN A	FAHEY, GEORGE	20/7		33.49	36.19	1	1.00	1.00	1.00	1.00	68,016	69,910	72,691	75,565	2,874	4.0%	
FOREMAN A	NAGLE, WILLIAM	20/7		33.44	36.14	1	1.00	1.00	1.00	1.00	67,829	69,803	72,587	75,460	2,873	4.0%	
FOREMAN A	SNOW JR, WALTER	20/7		33.49	36.19	1	1.00	1.00	1.00	1.00	68,016	69,910	72,691	75,565	2,874	4.0%	
LEAD TREATMENT OPERATOR	FILLED AS PTO	20/7		32.10	35.59	0	1.00	1.00	1.00	1.00	66,768	68,627	69,313	74,312	4,999	7.2%	
PRIMARY WTR. TREAT. OP.	SMITH, CHRISTOPHER	18/7		26.41	32.74	1	1.00	1.00	1.00	0.00	61,402	63,111	65,091	0	-65,091	-100.0%	
PRIMARY WTR. TREAT. OP.	ELD, MICHAEL	18/7		30.77	33.25	1	1.00	1.00	1.00	1.00	62,358	64,202	66,776	69,426	2,650	4.0%	
PRIMARY WTR. TREAT. OP.	JONES, JOSEPH	18/7		30.26	32.74	1	1.00	1.00	1.00	1.00	61,402	63,111	65,711	68,361	2,650	4.0%	
PRIMARY WTR. TREAT. OP.	LITCHFIELD, CHRISTOPHER	18/7		26.41	31.79	1	1.00	1.00	1.00	1.00	62,150	63,881	65,865	66,385	520	0.8%	
METER FOREMAN	MACDONALD, MICHAEL	19/7		32.06	34.64	1	1.00	1.00	1.00	1.00	65,104	66,917	69,570	72,328	2,758	4.0%	
METER CROSS CONN. TECH	SARDINA, THOMAS	17/7		29.32	31.68	1	1.00	1.00	1.00	1.00	59,405	61,059	63,623	66,148	2,525	4.0%	
POWER SHOVEL OPER	EVANS, MATTHEW	17/7		29.13	31.49	1	1.00	1.00	1.00	1.00	58,344	60,738	63,226	65,751	2,525	4.0%	
POWER SHOVEL OPER	FEELEY, BENJAMIN	17/5		24.87	27.13	1	1.00	1.00	1.00	1.00	59,301	60,952	52,442	56,643	4,201	8.0%	
STOCKMAN	CAMPANELLA, GREGORY	17/7		29.13	31.59	1	1.00	1.00	1.00	1.00	45,053	46,307	63,226	65,960	2,734	4.3%	
GENERAL MECHANIC	VACANT	16/5		23.84	27.10	0	1.00	1.00	1.00	1.00	56,638	58,216	58,798	56,585	-2,213	-3.8%	
GENERAL MECHANIC	VACANT	16/5		23.84	27.10	0	1.00	1.00	1.00	1.00	56,243	57,809	58,387	56,585	-1,802	-3.1%	
GENERAL MECHANIC	VACANT	16/5		27.37	27.10	0	1.00	1.00	1.00	1.00	56,930	58,515	59,100	56,585	-2,515	-4.3%	
GENERAL MECHANIC	VACANT	16/2		21.82	23.32	0	1.00	1.00	1.00	1.00	45,386	46,649	47,115	48,692	1,577	3.3%	
GENERAL MECHANIC	FILLED AS LABORER	16/5		26.68	27.10	0	1.00	1.00	1.00	1.00	55,494	57,040	57,610	56,585	-1,025	-1.8%	
TRUCK DRIVER & LABORER	MELIA, STEPHEN	15/7		26.74	28.88	1	1.00	1.00	1.00	1.00	54,142	55,757	58,015	60,301	2,286	3.9%	
TRUCK DRIVER & LABORER	TUSLER, JOHN	15/7		24.22	24.55	1	1.00	1.00	1.00	1.00	49,109	50,049	50,571	51,270	699	1.4%	
TRUCK DRIVER & LABORER	CARRIGG, KEARNEY	15/7		26.50	28.74	1	1.00	1.00	1.00	1.00	53,747	55,244	57,514	60,009	2,495	4.3%	
LABORER	FORTE, JEFFREY	11/7		22.43	24.24	1	1.00	1.00	1.00	1.00	45,448	46,714	48,674	50,613	1,939	4.0%	
LABORER	KELLEY, PAUL	11/7		22.53	24.34	1	0.00	0.00	0.00	0.00	0	0	0	0	0	0.0%	
Division Total					23.00		28.00	28.00	28.00	27.00	1,788,253	1,829,131	1,887,206	1,871,954	-15,252	-0.8%	
Subtotals																	
Division Total before Management Pay Plan (MPP)							20.00	25.00	25.00	24.00	1,505,433	1,548,764	1,600,927	1,579,950	-20,977	-1.3%	
Management Pay Plan (MPP)							3.00	3.00	3.00	3.00	282,820	280,367	286,279	292,004	5,725	2.0%	
TEMPORARIES/SEASONAL							17.43	17.34			46,197	47,352	48,536	49,507	971	2.0%	
SCHEDULED OVERTIME								43.56	43.56			206,617	213,435	235,829	235,829	0	0.0%
EMERGENCY OVERTIME								43.56	43.56			101,351	104,695	115,680	115,680	0	0.0%
CHARGES FROM OTHER DIVISIONS												729,276	753,342	772,176	741,898	-30,278	-3.9%
LONGEVITY - W/S												700	700	800	800	0	0.0%
CHARGES FROM FMD												27,086	37,996	41,000	41,820	820	2.0%
PERSONAL SERVICES TOTAL					23.00		28.00	28.00	28.00	27.00	2,899,480	2,986,651	3,101,227	3,057,488	-43,739	-1.4%	

TOWN OF WELLESLEY DEPARTMENT OF PUBLIC WORKS
SEWER ENTERPRISE FUND
FY2022 BUDGET - COMPARATIVE INCOME STATEMENT

	FY 2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Plan	FY2022 Plan	Variance Increase (Decrease)	% INC/DEC
OPERATING REVENUE:							
Sewer Charges	7,010,116	7,232,713	7,326,480	7,778,944	7,924,681	145,737	1.9%
<i>Rate Adjustment - %</i>	4%	0%	4%	4%	2%		
Wellesley College Adjustment	550,852	556,883	516,821	516,821	516,821	0	0.0%
Other Revenue (Interest)	14,145	15,750	18,424	18,424	18,424	0	0.0%
OPERATING REVENUES	7,575,113	7,805,346	7,861,725	8,314,189	8,459,926	145,737	1.8%
<i>Units Sold (CCF)</i>	796,633 CCF	784,538 CCF	775,740 CCF	809,700 CCF	771,000 CCF		
OPERATING EXPENSES:							
Pumping	191,221	190,231	262,760	323,012	342,297	19,285	6.0%
Collection System - MWRA Charges	5,601,602	5,745,909	5,923,894	6,245,000	6,494,800	249,800	4.0%
Collection System - Other Expenses	490,591	428,329	386,389	492,928	512,397	19,469	3.9%
Customer Accounts	123,466	108,811	113,885	148,874	144,836	(4,038)	-2.7%
Facilities and Grounds	48,890	48,509	48,071	68,039	69,749	1,710	2.5%
Administrative & General	405,111	446,236	468,814	495,769	482,249	(13,520)	-2.7%
OPEB	47,275	16,500	16,500	16,500	16,500	0	0.0%
Depreciation	448,179	446,059	486,466	458,179	486,465	28,286	6.2%
TOTAL OPERATING EXPENSES	7,356,335	7,430,584	7,706,778	8,248,301	8,549,293	300,992	3.6%
OPERATING INCOME	218,778	374,762	154,947	65,888	(89,367)	(155,255)	-235.6%
OTHER INCOME (EXPENSES):	(59,945)	(55,666)	(41,596)	(51,586)	(45,086)	6,500	-12.6%
CHANGE IN NET ASSETS	158,833	319,097	113,351	14,302	(134,453)	(148,755)	-1040.1%

TOWN OF WELLESLEY DEPARTMENT OF PUBLIC WORKS
SEWER ENTERPRISE FUND
FY2022 BUDGET - COMPARATIVE STATEMENT OF CASH FLOW

	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Plan	FY2022 Plan
CASH FLOWS FROM OPERATING ACTIVITIES:					
Operating Income	218,778	374,762	154,947	65,888	(89,367)
<i>Adjustments To Reconcile Operating Income To Net Cash Provided By Operating Activities:</i>					
Depreciation & Amortization	448,179	446,059	486,466	458,179	486,465
Loss On Disposal Of Fixed Assets					
<i>Changes In Assets And Liabilities:</i>					
Adjustment - MWRA Plan to Actual					
Accounts Receivable - Customers (Increase)	(73,680)	(16,692)	(57,338)	0	0
Accounts Payable and accrued liabilities (Decrease)	0	0	0	0	0
Total Adjustments	374,499	429,368	429,128	458,179	486,465
NET CASH PROVIDED BY OPERATING ACTIVITIES	593,277	804,130	584,075	524,067	397,098
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES					
Proceeds from non-operating activities	63,000	54,250	53,735	50,000	50,000
Proceeds for non-operating activities	(57,834)	(50,330)	(41,270)	(50,000)	(50,000)
Auditors' Changes in Fair Market Value of Investments					
Interest Paid	(65,111)	(59,586)	(54,061)	(51,586)	(45,086)
Interest Received					
NET CASH - NON CAPITAL FINANCING ACTIVITIES	(59,945)	(55,666)	(41,596)	(51,586)	(45,086)
CASH FLOWS FROM CAPITAL & RELATED FINANCING ACTIVITIES					
Proceeds from BAN/Bond (DPW / Wtr / Swr Facility)					
Principal Payments (DPW / Wtr / Swr Facility)	(170,000)	(170,000)	(165,000)	(162,500)	(162,500)
Principal Payments on Sewer Improvement MWRA Loan	(55,816)	(91,707)	(91,707)	(160,798)	(104,982)
Capital Expenditures	(377,893)	(671,811)	(693,964)	(620,000)	(1,140,500)
Set Aside to Capital Reserve	0	0	0	0	0
Contribution In Aid Of Construction	0	0	0	0	0
Federal and State Grant proceeds (MWRA Grant)	146,826	0	0	811,739	363,750
Federal and State Grant proceeds (MWRA Loan)	179,454	0	-	345,457	121,251
NET CASH PROVIDED BY (USED FOR) CAPITAL & RELATED FINANCING ACTIVITIES	(277,429)	(933,518)	(950,671)	213,898	(922,981)
NET INCREASE (DECREASE) IN CASH AND EQUIVALENTS	255,903	(185,054)	(408,192)	686,379	(570,969)
Offset -- Set Aside to Capital Reserve					
CASH AND EQUIVALENTS: BEGINNING OF FISCAL YEAR	3,310,800	3,566,703	3,381,649	2,973,457	3,659,836
CASH AND EQUIVALENTS: END OF FISCAL YEAR	3,566,703	3,381,649	2,973,457	3,659,836	3,088,867

TOWN OF WELLESLEY DEPARTMENT OF PUBLIC WORKS

SEWER ENTERPRISE FUND

FY2021 OPERATING BUDGET - COMPARATIVE STATEMENT OF FINANCIAL POSITION

ASSETS	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Projected	FY2022 Projected
CURRENT ASSETS:					
Cash and Equivalents. & Short Term Investments					
On Deposit with Town Treasurer	\$ 3,566,703	\$ 3,381,649	\$ 2,973,455	\$ 3,659,836	\$ 3,088,867
Due to/Due from					
Accounts Receivable	\$ 671,618	\$ 688,310	\$ 745,648	\$ 745,648	\$ 745,648
TOTAL CURRENT ASSETS	\$ 4,238,321	\$ 4,069,959	\$ 3,719,103	\$ 4,405,483	\$ 3,834,514
PROPERTY, PLANT & EQUIPMENT:					
Plant and collection system	\$ 25,561,181	\$ 27,347,523	\$ 27,986,854	\$ 28,507,187	\$ 29,647,687
Less accumulated depreciation	\$ (11,547,342)	\$ (11,993,402)	\$ (12,479,868)	\$ (12,938,047)	\$ (13,424,512)
Net Property, Plant & Equipment	\$ 14,013,839	\$ 15,354,122	\$ 15,506,986	\$ 15,569,141	\$ 16,223,176
Construction Work In Progress	\$ 1,260,231	\$ 145,700	\$ 200,333	\$ 300,000	\$ 300,000
TOTAL FIXED ASSETS	\$ 15,274,069	\$ 15,499,822	\$ 15,707,320	\$ 15,869,141	\$ 16,523,176
TOTAL ASSETS	\$ 19,512,390	\$ 19,569,780	\$ 19,426,422	\$ 20,274,624	\$ 20,357,690
LIABILITIES AND FUND EQUITY					
CURRENT LIABILITIES					
Current Portion of MWRA Liability					
Current Portion of General Obligation Bond Liability	\$ 172,500	\$ 165,000	\$ 172,500	\$ 170,000	\$ 170,000
Accounts Payable	\$ 2,075	\$ 2,075	\$ 2,075	\$ 2,075	\$ 2,075
TOTAL CURRENT LIABILITIES	\$ 174,575	\$ 167,075	\$ 174,575	\$ 172,075	\$ 172,075
LONG TERM DEBT					
Long Term Portion of General Obligation Bond Liability	\$ 1,452,150	\$ 1,289,650	\$ 1,117,150	\$ 947,150	\$ 777,150
Long Term Portion of MWRA Liability	\$ 346,902	\$ 255,195	\$ 163,488	\$ 439,147	\$ 287,440
TOTAL LONG TERM DEBT	\$ 1,799,052	\$ 1,544,845	\$ 1,280,638	\$ 1,386,297	\$ 1,064,590
TOTAL LIABILITIES	\$ 1,973,627	\$ 1,711,920	\$ 1,455,213	\$ 1,558,372	\$ 1,236,665
FUND EQUITY					
NET ASSETS:					
Invested in capital assets, net of related debt	\$ 13,302,518	\$ 13,789,977	\$ 14,254,181	\$ 14,312,844	\$ 15,288,586
Total Contributed Capital	\$ 13,302,518	\$ 13,789,977	\$ 14,254,181	\$ 14,312,844	\$ 15,288,586
Retained Earnings - Reserved	\$ 511,342	\$ 546,485	\$ 514,171	\$ 514,171	\$ 514,171
Fund Balance Reserved - Cont. Approp.	\$ 2,040,441	\$ 1,988,630	\$ 2,216,616	\$ 2,216,616	\$ 1,814,500
Undesignated Fund Balance	\$ 1,684,463	\$ 1,532,769	\$ 986,241	\$ 1,672,621	\$ 1,503,769
Retained Earnings	\$ 4,236,246	\$ 4,067,884	\$ 3,717,028	\$ 4,403,408	\$ 3,832,439
TOTAL FUND EQUITY	\$ 17,538,764	\$ 17,857,860	\$ 17,971,209	\$ 18,716,252	\$ 19,121,025
TOTAL LIABILITIES AND FUND EQUITY	\$ 19,512,390	\$ 19,569,780	\$ 19,426,422	\$ 20,274,624	\$ 20,357,690

Sewer Enterprise Fund -- 2021 Annual Town Meeting Motion

Motion:

That the sum of \$10,576,048 be appropriated for the Sewer Enterprise Fund, to be expended as follows:

Salaries	\$ 878,530
Expenses (incl interest and all non-op exp)	\$ 7,262,884
OPEB	\$ 16,500
Depreciation	\$ 486,465
Capital Outlay	\$ 1,140,500
Debt	\$ 267,482
Emergency Reserve	\$ 523,687
Total Authorized Use of Funds	\$ 10,576,048

And that \$10,576,047 be raised as follows:

Department Receipts	\$ 9,894,927
Depreciation	\$ 486,465
Retained Earnings	\$ 194,655
Total Source of Funds	\$ 10,576,047
	\$ 0

Anticipated Sources and Uses of Funds	Sewer Budget Plan	Approp Request w/ Contingency
Sources		
Sewer Fund Receipts		
Sewer Charges	\$ 7,924,681	
Wellesley College	\$ 516,821	
Other Charges	\$ 18,424	
Subtotal - Operating Revenues	\$ 8,459,926	\$ 8,459,926
Other Cash Sources		
Depreciation	\$ 486,465	
Non-Operating Income	\$ 50,000	
Interest Received	\$ -	
Contrib in Aid of Construction	\$ -	
Grant Proceeds	\$ 1,038,750	
Loan Proceeds	\$ 346,251	
Rate Stabilization	\$ (329,031)	
Contingency - From Available Cash		\$ 523,687
Subtotal - Other Sources of Cash	\$ 1,592,435	\$ 2,116,121
Total Sources	\$ 10,052,361	\$ 10,576,047
Uses		
Operating Expenses - Non MWRA & Depreciation	\$ 2,054,493	
Operating Expenses - MWRA Charges	\$ 6,494,800	
Contingency - 10% non-MWRA, 2% MWRA		\$ 335,345
Subtotal - Operating Expenses	\$ 8,549,293	\$ 8,884,638
Non-Operating Expenses (incl Interest)	\$ 95,086	
Contingency - 50%		\$ 47,543
Subtotal - Op & Non-Op Expenses	\$ 95,086	\$ 142,629
Capital Expenses & Debt Obligations		
Capital Outlay	\$ 1,140,500	
Expenditures of Contrib. in Aid of Construction	\$ -	
Debt (Principal)	\$ 267,482	
Contingency - 10%		\$ 140,798
Subtotal - Capital & Debt	\$ 1,407,982	\$ 1,548,780
Total Uses	\$ 10,052,361	\$ 10,576,048

SEWER – PROGRAM 460

Program Objective

To construct, operate and maintain the sanitary sewerage system in an effective and efficient manner to avoid pollution and protect the health and well being of the public.

The Town's sanitary sewerage system consists of a 135-mile collection system and 19 pumping and lift stations. The collection system is comprised of 102,293 linear feet of trunk lines, 32,193 linear feet of force mains, and 581,000 linear feet of lateral sewers.

610 - Pumping Subprogram

The purpose of the Pumping subprogram is to operate and maintain the sewer pumping facilities and equipment to ensure adequate flow of Town sewage to the MWRA system.

Subprogram activities include the operation and maintenance of pumping stations, structures, and equipment. Specific activities include supervision of pumping station operations; operating pumps, motors and engines, and other auxiliary apparatus; operating control and protective equipment; operating valves; keeping plant logs and records; testing, checking and adjusting meters, gauges and other instruments; and maintaining structures and equipment.

The sanitary sewerage system has 19 pumping stations. Costs and materials associated with this subprogram include the cost of labor, purchased power, technical and professional services, allocated insurance and retirement costs, equipment use, and maintenance and repair supplies and materials.

620 - Collection System Subprogram

The purpose of the Collection System sub program is to operate and maintain the collection system to ensure proper flow of Town sewage to the MWRA system.

Subprogram activities include the operation and maintenance of trunks, laterals, and house connections. Specific activities include: supervising the operation of trunks, laterals, and services; routine patrolling and inspecting manholes and structures; observing and recording flow; flushing and rodding trunks and laterals; maintaining trunks and laterals; supervising house connection work; testing and inspecting services; investigating and assessing customer service complaints including sewer rodding and maintenance services.

The collection system consists of 135 miles of trunks, force mains, and laterals. Costs and materials associated with this subprogram include the cost of labor, equipment use allocated insurance and retirement costs, MWRA operating and debt service assessments, and maintenance and repair supplies and chemicals.

960 - Sewer Administration

The purpose of the Sewer Administration subprogram is to manage and integrate resources in order to plan, design, construct, and operate an effective and efficient sanitary sewer program.

Subprogram activities include the managerial functions of planning, organizing, directing, budgeting, staffing, scheduling, and controlling the Wellesley Sewer program.

Costs and materials associated with this subprogram include the cost of administrative and general salaries, allocated retirement costs, office supplies and expenses, purchased services, damages, property insurance, conferences, and interest charges.

940 - Sewer Customer Accounts Subprogram

The purpose of the Sewer Customer Accounts subprogram is to provide and maintain an efficient and professional customer service system including billing and collection functions.

The Personal Services for this Subprogram are now Direct Charges. Subprogram activities include customer billing, record keeping and collection work, customer services, and informational activities.

The Customer Services staff utilizes the Town's computer facilities via on-line, remote terminals, local PCs for producing tailored management reports, a postage and mailing/stuffing machine, and a letter-opening machine. This equipment and Customer Services staff are shared with Water and Electric Customer Account subprograms. Costs and materials associated with carrying out subprogram activities include the cost of labor, equipment use, allocated insurance and retirement costs, postage and mailing costs, data processing expenses, and office supplies.

976 Facilities and Grounds Subprogram

This subprogram operates and maintains the Water & Sewer garage, office and adjacent grounds. The main building contains approximately 24,000 square feet of offices, locker rooms, restrooms, workshops, inventory storage, equipment and vehicle storage areas. Starting in FY17, custodial services are now provided by the Town's Facilities Maintenance Department and paid for by Water & Sewer.

Sewer Division Capital Program

The Sewer Division Capital Program is intended to maintain and improve the infrastructure of the sewerage system to ensure the dependable operation of the system for the foreseeable future and avoid catastrophic failure of any part of the system.

Principal components of the program are:

- Maintenance and Repair of the Sewer Mains
- Pumping Station Improvements
- Repair and Replacement of Buildings and Vehicles

Maintenance and Repair of Sewer Mains

The biggest obstacles to the smooth operations of the Town's 130-mile sewer system are blockages and overloading of the system from infiltration and inflow. On an annual basis under this portion of the capital program, 10 miles of sewer are television inspected for leaks, breaks and blockages, the sewers are cleaned of roots or other blockages, joints are tested and sealed, and major breaks or collapses are repaired. A portion of this work is reimbursable from the MWRA's Infiltration and Inflow Financial Assistance Program.

The capital budget also makes provisions for funding repairs to the shared Newton-Wellesley sewer main, should such repairs be needed.

Pumping Station Improvements

The sewerage system relies on 19 sewer lift stations to move flow from various areas of town to the system's gravity flow mains. Seventeen of the stations are small ejector stations; the other two are larger pump stations. Many of the stations are approaching 40 years old. Under this portion of the capital program, one of these ejector stations will be rehabilitated or replaced every other year. Since FY05, five of these small ejector stations have been rehabilitated.

Repair and Replacement of Buildings and Vehicles

Repairs to buildings and replacement of vehicles are carried out on an as-needed basis to protect these valuable and critical assets of the Division.

SEWER PROGRAM CAPITAL AND DEBT REPAYMENT: FY2022 PLAN

Program	Fund Code	FY2019 Funding	FY2020 Funding	FY2021 Funding	FY2022 Plan	FY2023 Plan	FY2024 Plan	FY2025 Plan	FY2026 Plan
1. Maint & Repair of Sewer Mains									
1. Reconstruction/Repair of Sewer Main	S	0	205,000	0	225,500	0	225,500	0	0
2. Sewer System/Manhole Rehabilitation	S	320,000	320,000	320,000	800,000	350,000	350,000	350,000	350,000
3. Newton Shared Sewer Main Contingency	S	0	0	0	0	0	0	0	0
	Subtotal	320,000	525,000	320,000	1,025,500	350,000	575,500	350,000	350,000
2. Pumping Station Improvements									
1. Ejector Stations	S	300,000	50,000	300,000	50,000	300,000	50,000	300,000	50,000
2. Boulevard Road Pump Station By-Pass	S	0	0	0	0	0	0	0	0
3. Sewer Station SCADA	S	0	0	0	0	0	0	0	0
	Subtotal	300,000	50,000	300,000	50,000	300,000	50,000	300,000	50,000
3. Vehicle Replacement									
1. Sewer Vehicle/Equipment Replacement	S	0	325,000	0	65,000	140,000	0	0	0
1. GIS System Mapping/Modeling	S	0	0	0	0	0	0	0	0
2. Building Maintenance	S	0	0	0	0	0	0	0	0
	Subtotal	0	325,000	0	65,000	140,000	0	0	0
4. Contingency									
1. General Capital Contingency	S	0	0	0	0	0	0	0	0
	Subtotal	0	0	0	0	0	0	0	0
5. Debt Principal (interest shown in operating expenses)									
1. Principal-MWRA Sewer Improvement Loan	S	121,023	121,707	151,707	104,983	104,983	104,983	104,983	104,983
2. Principal DPW Facility/Building Improvements	S	170,000	165,000	162,500	162,500	162,500	160,000	160,000	160,000
	Subtotal	291,023	286,707	314,207	267,483	267,483	264,983	264,983	264,983
TOTAL REQUIREMENTS									
Sewer Program Totals (excluding debt principal)		620,000	900,000	620,000	1,140,500	790,000	625,500	650,000	400,000
Sewer Program Totals (including debt principal)		911,023	1,186,707	934,207	1,407,983	1,057,483	890,483	914,983	664,983



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: S1.1

Project Name: **Reconstruction/Repair of Sewer Main**

Purpose: To reconstruct/repair sewer trunk mains and force mains as needed to prevent blockages and environmental damage.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$0	\$225,500	\$0	\$225,500	\$0	\$0
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$0	\$225,500	\$0	\$225,500	\$0	\$0
TOTAL:	\$0	\$225,500	\$0	\$225,500	\$0	\$0

Justification: In FY17 a 200-foot section of 10" VC sewer line in McLean Street was replaced with 200 feet of HDPE pipe by pipe bursting. Construction of the replacement of the Mica Lane sewer main is scheduled for FY21. The sewer trunk main that currently runs under Route 128 will be abandoned and the new main will be realigned to parallel the highway. Design of this reconstruction project is in draft form for future construction. Future funding is a placeholder to provide for any major repair work identified during the annual inspection of sewer mains. The sewer videos from the contract with National Water Main are continuously reviewed to identify sections of sewer main in need of repair or replacement. The Grove Street sewer main was lined in FY20.

Lead Division: Sewer

Project Code: 69230

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: S1.2

Project Name: **Sewer System/Manhole Rehabilitation**

Purpose: To rehabilitate sewer pipes and manholes as needed to maintain the sewer system.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$320,000	\$800,000	\$350,000	\$350,000	\$350,000	\$350,000
Planned Expenditures:						
Personal Services	\$10,000	\$50,000	\$15,000	\$15,000	\$15,000	\$15,000
Expenses	\$310,000	\$750,000	\$335,000	\$335,000	\$335,000	\$335,000
TOTAL:	\$320,000	\$800,000	\$350,000	\$350,000	\$350,000	\$350,000

Justification: The biggest obstacles to the smooth operations of the Town's 130-mile sewer system are blockages and overloading of the system from infiltration and inflow. On an annual basis under this portion of the capital program, 10 miles of sewer are television inspected for leaks, breaks and blockages, the sewers are cleaned of roots or other blockages, and major breaks or collapses are repaired. The project also includes CIPP lining and smoke testing. Future work will be prioritized based on the Weston & Sampson I/I study. A portion of this work is reimbursable from the MWRA's Infiltration and Inflow Financial Assistance Program.

Lead Division: Sewer

Project Code: 69220

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: S1.3

Project Name: **Newton Shared Sewer Main Contingency**

Purpose: To provide funding for the Town of Wellesley's portion of the shared Newton Sewer Main.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$0	\$0	\$0	\$0	\$0	\$0
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL:	\$0	\$0	\$0	\$0	\$0	\$0

Justification: The Town of Wellesley and the City of Newton share the use, and the upkeep, of a sewer main through Newton. About one fifth of Wellesley's sewage flows through this shared line on a daily basis. This is a contingency budget to provide Wellesley's portion when repairs are needed on the shared main. The Sewer Fund's financial plan calls for \$100,000 to be held aside to be available for any needed work. Future appropriation requests will be made whenever the reserve fund is drawn down. The City of Newton repaired a portion of the shared sewer line (the Farlow Hill section) in FY08. Wellesley's share of the work was approximately \$168,000.

Lead Division: Sewer

Project Code: 69500

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: **2022**
Project ID: **S2.1**

Project Name: **Ejector Stations**

Purpose: Evaluate, design & reconstruct existing ejector stations.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$300,000	\$50,000	\$300,000	\$50,000	\$300,000	\$50,000
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$300,000	\$50,000	\$300,000	\$50,000	\$300,000	\$50,000
TOTAL:	\$300,000	\$50,000	\$300,000	\$50,000	\$300,000	\$50,000

Justification: The Sewer Division operates 19 sewer stations including 7 ejector stations, 10 small pump stations, and 2 large pump stations. The ejector and small stations serve small neighborhoods, typically fewer than two dozen homes. Many of the ejector stations are approaching 40 years in age. Weston and Sampson Engineers, Inc. completed a study including the prioritized rehabilitation and /or replacement of the ejector and small stations. This recurring program provides design funds in one year followed by construction funds in the next year. Greylock Station was replaced in FY04, Shore Road Station and the DPW Highway Station were completed in FY08/09, Stonecleve Road was completed in FY11, Pickerel Road was completed in FY13, and the Sabrina Farm Station was completed in FY16. The Lake Road ejector will be constructed in FY20. Due to its proximity to Morses Pond it may require special construction techniques and due to increased construction costs, an estimated increased construction cost is shown. The design of the College Road ejector station will be completed in FY21 with construction planned in FY21. The design of Fisher Avenue ejector station is planned for in FY21.

Lead Division: Sewer

Project Code: 69335

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: S4.1

Project Name: **Sewer Vehicle/Equipment Replacement**

Purpose: To maintain the vehicles and equipment required to carry out the functions of the Sewer Division.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$0	\$65,000	\$140,000	\$0	\$0	\$0
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$0	\$65,000	\$140,000	\$0	\$0	\$0
TOTAL:	\$0	\$65,000	\$140,000	\$0	\$0	\$0

Justification: The Sewer Division maintains 5 vehicles with a total current replacement value of \$473,000. Unit 117 is scheduled to be replaced in FY22.

Lead Division: Sewer

Project Code: 69990

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: S5.1

Project Name: **General Capital Contingency**

Purpose: To provide funding for unexpected needs or cost adjustments.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$0	\$0	\$0	\$0	\$0	\$0
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL:	\$0	\$0	\$0	\$0	\$0	\$0

Justification: The Sewer Division carries a capital contingency budget to provide for unexpected capital needs or cost adjustments. Additional contingency funds will be appropriated whenever the fund falls below the \$80,000 target.

Lead Division: Sewer

Project Code: 69999

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: S6.1

Project Name: **Principal-MWRA Sewer Improvement Loan**

Purpose: Principal payments for MWRA sewer improvement loan.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$160,798	\$104,983	\$104,983	\$104,983	\$104,983	\$104,983
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$160,798	\$104,983	\$104,983	\$104,983	\$104,983	\$104,983
TOTAL:	\$160,798	\$104,983	\$104,983	\$104,983	\$104,983	\$104,983

Justification: The MWRA Sewer Local Financial Grant Assistance Program has provided the Town of Wellesley over \$1.6M in zero interest loans and \$1.1m in grant funding since 1994, with principal payments for recent projects due through FY20 and projected projects due through FY25.

Lead Division: Sewer

Project Code:

Date: 2/17/2021



Town of Wellesley
Department of Public Works
CAPITAL PROJECT PLANNING SHEET

Fiscal Year: 2022
Project ID: S6.2

Project Name: **Principal DPW Facility/Building Improvements**

Purpose: Principal payments for Sewer Fund share of Water/Sewer Garage and Office Facility.

	2021	2022	2023	2024	2025	2026
Funding Requirements:	\$162,500	\$162,500	\$162,500	\$160,000	\$160,000	\$160,000
Planned Expenditures:						
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0
Expenses	\$162,500	\$162,500	\$162,500	\$160,000	\$160,000	\$160,000
TOTAL:	\$162,500	\$162,500	\$162,500	\$160,000	\$160,000	\$160,000

Justification: In 2009, \$3,250,000 was borrowed for the Sewer Division's share of a new Water/Sewer Garage and Office Facility, with principal payments due through FY28.

Lead Division: Sewer

Project Code:

Date: 2/17/2021