



# Town of *Wellesley*

## FY2024 Budget Request

### Group Insurance Operating Request

Department: 914/912

Department Head: Sheryl Strother Interim Treasurer

The Group Insurance budget comprises the line items identified in the matrix below.

Org	Object	Account # 01-914 Account Title	Explanation	FY23 Budget	FY24 Request	\$ Variance FY23-24	% Variance FY23-24
21914200	530259	OPEB Consulting	Provides investment and actuarial consulting services to the OPEB program	30,000	30,000	-	0.00%
21914200	575213	Group Health Insurance	Provides coverage for 1,800+ employees and retirees	18,128,387	18,302,964	174,577	0.96%
21914200	578500, 578510 & 575219	FSA, HRA & HSA Administration, Claims	Provides admin for 1,000 employees and retirees, plus HRA claims costs.		1	1	0.00%
21914200	578500	FSA ADMIN FEE PAID BY TOWN		107,250	106,450	(800)	-0.75%
21914200	578510	TOWN FSA CONTRIBUTION MATCH		170,250	226,050	55,800	32.78%
21914200	578511	HRA MEDICAL	First come, first served reimbursements	50,000	35,000	(15,000)	-30.00%
21914200	578512	HRA NON MEDICARE ELIGIBLE	First come, first served reimbursements	50,000	35,000	(15,000)	-30.00%
21914200	575230	Medicare Tax	Employer share of the 2.9% of salary for employees hired after 4/1/86	1,610,000	1,650,000	40,000	2.48%
21914200	575210	Medicare B Penalty & Refunds	For those who were forced into Medicare	58,000	58,000	-	0.00%
21914200	575240	Long Term Disability *	Provides coverage to all benefit eligible employees with a basic level of protection	-		-	0.00%
21914200	575220	Group Life Insurance *	Now part of Allowance	-		-	0.00%
21914200	575250	Group Dental Insurance *	Now part of Allowance	-		-	0.00%
21914200	575297	Allowance for Other Insurances *	Per agreement, Town contributes base dental up to \$325 and option for Health Indemnity or Accident Insurance	700,000	800,000	100,000	14.29%
21914200	578550	VOYA Fees	Town now pays for the OBRA Plan Voya fees	30,000	35,000	5,000	16.67%
21914200	575260	Employee Assistance Plan	Provides local emergency intervention services to all employees. FY21 new agreement	87,500	87,500	-	0.00%
			<b>TOTAL</b>	<b>\$ 21,021,387</b>	<b>\$ 21,365,965</b>	<b>344,578</b>	<b>1.64%</b>

\*

New Collective Bargaining Agreement to become effective 7/1/2022 through 6/30/2025



# Town of *Wellesley*

## FY2024 Budget Request

### Workers Compensation Operating Request

Department: 912

Department Head: Maura O'Connor, Treasurer/Collector

The Town self-insures its Workers' compensation program. The Town engages an actuary to perform an annual analysis of Wellesley's loss and allocated loss adjustment expense (ALAE). The appropriations in this budget go into the Town's Workers' Compensation Trust Fund. The Fund then pays out all claims costs, the cost for staffing in the HR department associated with Workers' Comp, claims handling costs, reinsurance and legal/actuarial costs of the program. Based on the year end balance in the Trust Fund, the actuary then recommends an appropriation amount for the subsequent fiscal year. Based on most recent actuarial valuation and a positive loss rate, level fund budget for FY23.

Org	Object	Account # 01-912 Account Title	Explanation	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Request	\$ Variance FY23-24	% Variance FY23-24
01912200	578010	Approved Special Expenses	Workers' compensation requirement per Actuarial Study	\$ 287,700	\$ 244,149	\$ 244,149	\$ 944,149	\$ 700,070	\$ (244,079)	-25.85%
Other Funding Sources:										
		Workers' Compensation Requirement Per Actuarial Study		FY20	FY21	FY22	FY23	FY24		
		**Less: Workers' Comp Staff Salary covered in HR Budget		300,000	300,000	300,000	300,000	730,000		
		Workers' Compensation Requirement		-	(43,551)	(43,551)	(43,551)	-		
		Municipal Light (1.9% of total appropriation)		300,000	256,449	256,449	256,449	730,000		
		Water & Sewer (2.2% of total appropriation)		(5,700)	(5,700)	(5,700)	(5,700)	(13,870)		
				(6,600)	(6,600)	(6,600)	(6,600)	(16,060)		
				287,700	244,149	244,149	244,149	700,070		

\*\*Started in FY21, HR Staff (J. Glover) moved from being paid out of WC budget to HR Budget.



# Town of *Wellesley*

## FY2024 Budget Request

### OPEB Operating Request

Department: 919

Department Head: Sheryl Strother, Finance Director

Org	Object	Account # 01-919 Account Title	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Request	\$ Variance FY23-24	% Variance FY23-24
01919200	596998	OPEB Non-Excluded	\$ 3,432,000	\$ 3,432,000	\$ 3,432,000	\$ 3,450,000	\$ 3,450,000	\$ -	0.00%
01919200	596999	OPEB Excluded	-	-	-	-		\$ -	0.00%
		<b>EXPENSES TOTAL</b>	<b>\$ 3,432,000</b>	<b>\$ 3,432,000</b>	<b>\$ 3,432,000</b>	<b>\$ 3,450,000</b>	<b>\$ 3,450,000</b>	<b>\$ -</b>	<b>0.00%</b>



# Town of *Wellesley*

## FY2024 Budget Request

### Retirement Operating Request

Department: 910

The Town is making contributions to the Pension Fund in accordance with the 1/1/19 Actuarial valuation.

The Enterprise Funds are assessed their share.

Org	Object	Account # 01-910 Account Title	Explanation	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Request	\$ Variance FY23-24	% Variance FY23-24
		Contributory Retirement Pension	Total Retirement	\$ 8,851,507	\$ 9,438,070	\$ 9,756,209	\$ 10,034,958	\$ 10,338,575	\$ 303,617	3.03%
									\$ -	0.00%
64*	575010	Sewer Contribution		(130,695)	(141,553)	(146,419)	(113,566)	(117,016)	\$ (3,450)	3.04%
74*	575010	Water Contribution		(304,954)	(330,291)	(341,643)	(264,988)	(273,036)	\$ (8,048)	3.04%
64	202049	MLP Contribution		(850,422)	(921,561)	(951,741)	(987,095)	(1,016,728)	\$ (29,633)	3.00%
		West Suburban Veteran's District		(8,921)	(9,477)	(9,809)	(12,038)	(12,411)	\$ (373)	3.10%
		Wellesley Housing Authority Contribution		(68,606)	(69,407)	(71,780)	(70,845)	(73,019)	\$ (2,174)	3.07%
01910200	575010	Contributory Retirement Pension	Expense total	\$ 7,487,909	\$ 7,965,781	\$ 8,234,817	\$ 8,586,426	\$ 8,846,365	\$ 259,939	3.03%



# Town of *Wellesley* FY2024 Budget Request

## **Unemployment Compensation Operating Request**

Department: 913

Department Head: Sheryl Strother, Finance Director

The Town has an option of paying a percentage of its payroll to cover unemployment compensation claims or reimbursing the Division of Unemployment for actual claims paid. The Town has elected to follow the latter procedure. Qualified claims may be reimbursed for a period of up to 30 weeks. The Division of Unemployment also charges towns for the costs of extensions approved by Congress. The appropriation requested ensures that each year's budget contains an amount which offsets the approximate cost of this program.



# Town of *Wellesley*

## FY2024 Budget Request

### Compensated Absences Operating Request

Department: 950

Department Head: Sheryl Strother, Finance Director

Compensated absences for vacation and sick leave are calculated based upon services already performed by employees, when it is probable that it will be paid in a future period.

All employees separated from employment are paid for unused vacation days earned.

Upon retirement, termination, or death, some Police and Fire personnel are compensated for unused vacation time AND a portion of their unused sick leave (subject to certain limitations) at their current rate of pay.

Departments are generally expected to absorb this cost. If this is not possible because of long term service, Department Heads can reach out to the Finance Director for assistance.

Because there are limits on vacation carryover, charges to this account are usually limited to Police and Fire.

Org	Object	Account # 01-950 Account Title	Explanation	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Request	\$ Variance FY23-24	% Variance FY23-24
01950100	519020		Sick Leave/Vacation Buyback	\$ 104,737	\$ 49,382	\$ 12,668	\$ 120,000	\$ 120,000	\$ -	0.00%

### Traffic & Parking Operating Request

Org	Obj	Munis Object # Account Title	Explanation	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Request	\$ Variance FY23-24	% Variance FY23-24
<b>PERSONAL SERVICES</b>										
27293100	511010	Senior Administrator	50% Police Lieutenant	\$ 62,006	\$ 62,006	\$ 75,749	\$ 76,969	\$ 76,674	\$ (295)	-0.38%
27293100	511220	Other Professional	Parking Clerk	\$ 32,297	\$ 32,060	\$ 32,701	\$ 33,519	\$ 33,942	\$ 423	1.26%
27293100	511240	Unif Staff	5 part-time positions 18 hours/week	69,273	70,363	64,693	93,960	93,600	\$ (360)	-0.38%
27293100	514010	Shift Diff	\$2.00/hour stipend	22	-	300	2,000	2,000	\$ -	0.00%
27293100	511350	Laborer	HWY sign/meter repair/maint MLP traffic signal maint	39,392	56,717	59,691	56,375	58,000	\$ 1,625	2.88%
27293100	511230	Traffic Officer	One Patrolman in Police paid 50% from Traffic and Parking - made as a departmental transfer	36,085	36,085	36,556	37,168	38,137	\$ 969	2.61%
				<b>239,075</b>	<b>257,230</b>	<b>269,689</b>	<b>299,991</b>	<b>302,353</b>	<b>\$ 2,362</b>	<b>0.79%</b>
<b>EXPENSES</b>										
27293200	521005	Electricity - Charging Station	Electricity - Charging Station		4,012	2,123	-	-	\$ -	0.00%
27293200	521010	Electricity	Parking Lot Lighting traffic signals pedestrian lights	10,763	10,302	10,213	10,000	8,000	\$ (2,000)	-20.00%
27293200	524015	Grounds Maint	Municipal Parking Lots monthly	19,846	31,303	40,318	34,000	35,000	\$ 1,000	2.94%
27293200	524030	Equip Maint	Yearly replacement parking meter batteries		-	-	-	-	\$ -	0.00%
27293200	529030	Snow Removal	Municipal parking Lots	26,904	34,219	44,028	60,000	60,000	\$ -	0.00%
27293200	530700	Arch/Eng	On-call traffic consultants	29,983	20,151	22,298	75,000	75,000	\$ -	0.00%
27293200	530900	Other Prof	Violation Processing Meter collection	78,884	28,465	51,426	95,000	100,000	\$ 5,000	5.26%
27293200	534010	Postage	Postage	705	422	371	1,000	750	\$ (250)	-25.00%
27293200	534020	Telephone	Cellular phones parking attendants (3) parking clerk		-	-	-	-	\$ -	0.00%
27293200	534030	Advertising - General	Advertising - General	-	86	-	500	500	\$ -	0.00%
27293200	534040	Printing and Mailing	Printing and Mailing	-	-	-	-	-	\$ -	0.00%
27293200	536100	DPW-PW Services	Fringe per DPW Transfers	15,757	22,687	22,325	20,000	25,000	\$ 5,000	25.00%
27293200	538090	Other Services	Traffic signal maintenance	29,884	45,668	15,261	55,000	55,000	\$ -	0.00%
27293200	542010	Office Supplies	Office Supplies	412	355	35	800	400	\$ (400)	-50.00%
27293200	542110	Uniforms	Uniforms	1,107	124	281	4,000	4,000	\$ -	0.00%
27293200	543040	Equipment Supplies	Meter maintenance supplies	3,672	10,484	9,290	5,000	5,000	\$ -	0.00%
27293200	543050	Paint Supplies	Line Painting contract	48,617	13,840	106,637	60,000	60,000	\$ -	0.00%
27293200	543090	Other M &R	CALE meter maintenance agreement CALE meter supplies	11,474	-	-	-	-	\$ -	0.00%
27293200	552030	Signs Supplies	Regulatory Signs	21,847	50,284	19,624	32,000	30,000	\$ (2,000)	-6.25%
27293200	571010	Travel-Mileage	Travel-Mileage	1,767	2,179	1,913	3,000	3,000	\$ -	0.00%
27293200	571540	Parking Lot Imp	Landscaping Improvements Fencing Improvements Pothole Repair	12,654	2,454	717	20,000	20,000	\$ -	0.00%
27293200	571550	Traffic Calming	Various traffic calming projects	9,608	7,919	1,240	60,000	60,000	\$ -	0.00%
27293200	575210	Health Insurance	Benefits	15,000	40,000	40,000	40,000	40,000	\$ -	0.00%
27293200	578015	Late Fees		-	-	20	-	-	\$ -	0.00%
27293200	578020	Credit card	Credit card fees (max 2.88%) coin count verification from meters	17,998	7,538	9,564	30,000	15,000	\$ (15,000)	-50.00%
<b>Expense Total</b>				<b>356,882</b>	<b>332,492</b>	<b>397,684</b>	<b>605,300</b>	<b>596,650</b>	<b>\$ (8,650)</b>	<b>-1.43%</b>
<b>P/S and Expenses Total</b>				<b>\$ 595,957</b>	<b>\$ 589,722</b>	<b>\$ 667,373</b>	<b>\$ 905,291</b>	<b>\$ 899,003</b>	<b>\$ (6,288)</b>	<b>-0.69%</b>
<b>Capital Request</b>				<b>\$ 100,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>		<b>\$ (100,000)</b>	<b>-100.00%</b>
<b>Grand Total</b>				<b>\$ 695,957</b>	<b>\$ 939,722</b>	<b>\$ 667,373</b>	<b>\$ 1,005,291</b>	<b>\$ 899,003</b>	<b>\$ (106,288)</b>	<b>-10.57%</b>