



Town of Wellesley

FY2026 Summary Select Board Request

Page #	Dept.	Funding Item	FY25 USE OF FUNDS (BUDGETED)			FY26 USE OF FUNDS (REQUESTED)			CHANGE - FY25 to FY26			
			FY25 Pers Svs	FY25 Expenses	FY25 Total Ops	FY26 Pers Svs	FY26 Expenses	FY26 Total Ops	\$ Variance Pers Svs	\$ Variance Expenses	Variance Total - \$	Variance Total - %
		GENERAL GOVERNMENT										
		Administration										
1	122	Executive Director	702,328	41,000	743,328	766,884	41,000	807,884	64,556	-	64,556	8.68%
10	126	Climate Action Committee	161,897	9,991	171,888	165,135	10,291	175,426	3,238	300	3,538	2.06%
18	133	Finance Department	538,107	12,200	550,307	564,616	14,100	578,716	26,509	1,900	28,409	5.16%
24	145	Treasurer & Collector	391,350	133,100	524,450	404,263	140,700	544,963	12,913	7,600	20,513	3.91%
30	155	Information Technology	848,952	824,610	1,673,562	874,005	889,600	1,763,605	25,053	64,990	90,043	5.38%
35	195	Town Report	-	2,250	2,250	-	2,250	2,250	-	-	-	0.00%
36	199	Central Admin. Services	-	14,500	14,500	-	14,600	14,600	-	100	100	0.69%
		Subtotal - General & Financial Svs.	\$ 2,642,634	\$ 1,037,651	\$ 3,680,285	\$ 2,774,903	\$ 1,112,541	\$ 3,887,444	\$ 132,269	\$ 74,890	\$ 207,159	5.63%
		Facilities										
37	192	Facilities Management -Town	5,565,270	4,264,443	9,829,713	5,730,680	4,477,682	10,208,362	165,410	213,239	378,649	3.85%
68	198	Land Use Departments Relocation	-	133,500	133,500	-	128,500	128,500	-	(5,000)	(5,000)	-3.75%
		Subtotal - Facilities Management	\$ 5,565,270	\$ 4,397,943	\$ 9,963,213	\$ 5,730,680	\$ 4,606,182	\$ 10,336,862	\$ 165,410	\$ 208,239	\$ 373,649	3.75%
		Human Services										
69	541	Council on Aging	489,773	78,850	568,623	512,834	88,850	601,684	23,061	10,000	33,061	5.81%
80	542	Youth Commission	103,325	17,090	120,415	105,391	17,090	122,481	2,066	-	2,066	1.72%
94	693	Memorial Day	-	5,950	5,950	-	5,950	5,950	-	-	-	0.00%
84	543	West Suburban Veterans District	-	69,593	69,593	-	85,264	85,264	-	15,671	15,671	22.52%
		Subtotal - Human Svs.	\$ 593,098	\$ 171,483	\$ 764,581	\$ 618,225	\$ 197,154	\$ 815,379	\$ 25,127	\$ 25,671	\$ 50,798	6.64%
		Selectmen Shared Services										
86	135	Audit Committee	-	62,250	62,250	-	63,000	63,000	-	750	750	1.20%
87	151	Law	-	480,000	480,000	-	480,000	480,000	-	-	-	0.00%
88	458	Street Lighting	-	142,000	142,000	-	142,000	142,000	-	-	-	0.00%
89	945	Risk Management	-	826,650	826,650	-	910,592	910,592	-	83,942	83,942	10.15%
89	211	Injured on Duty Insurance	-	100,000	100,000	-	100,000	100,000	-	-	-	0.00%
		Subtotal - Sel. Shared Services	\$ -	\$ 1,610,900	\$ 1,610,900	\$ -	\$ 1,695,592	\$ 1,695,592	\$ -	\$ 84,692	\$ 84,692	5.26%
		Select Board Appointed Committees										
90	176	Zoning Board of Appeals	88,606	9,190	97,796	89,947	9,430	99,377	1,341	240	1,581	1.62%
94	180	Housing Development Corp	-	6,500	6,500	-	6,500	6,500	-	-	-	0.00%
94	691	Historical Commission	-	750	750	-	750	750	-	-	-	0.00%
94	692	Celebrations Committee	-	5,000	5,000	-	10,000	10,000	-	5,000	5,000	100.00%
94	693	Cultural Council	-	-	-	-	2,000	2,000	-	2,000	2,000	100.00%
		Subtotal - Sel. Appnted Comms.	\$ 88,606	\$ 21,440	\$ 110,046	\$ 89,947	\$ 28,680	\$ 118,627	\$ 1,341	\$ 7,240	\$ 8,581	7.80%
		GENERAL GOVERNMENT SUBTOTAL	\$ 8,889,608	\$ 7,239,417	\$ 16,129,025	\$ 9,213,755	\$ 7,640,149	\$ 16,853,904	\$ 324,147	\$ 400,732	\$ 724,879	4.49%
		Public Safety										
95	210	Police Department	7,250,332	863,565	8,113,897	7,540,679	902,429	8,443,108	290,347	38,864	329,211	4.06%
110	220	Fire Rescue	7,132,726	498,220	7,630,946	7,617,391	513,180	8,130,571	484,665	14,960	499,625	6.55%
119	241	Building Department	649,613	39,100	688,713	673,671	39,100	712,771	24,058	-	24,058	3.49%
128	244	Sealer of Weights & Measures	16,051	2,600	18,651	16,451	2,600	19,051	400	-	400	2.14%
131	299	Special School Police	139,919	3,774	143,693	142,285	3,887	146,172	2,366	113	2,479	1.73%
		Subtotal - Public Safety	\$ 15,188,641	\$ 1,407,259	\$ 16,595,900	\$ 15,990,477	\$ 1,461,196	\$ 17,451,673	\$ 801,836	\$ 53,937	\$ 855,773	5.16%
		SELECT BOARD OPERATING SUBTOTAL	\$ 24,078,249	\$ 8,646,676	\$ 32,724,925	\$ 25,204,232	\$ 9,101,345	\$ 34,305,577	\$ 1,125,983	\$ 454,669	\$ 1,580,652	4.83%

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		CAPITAL & DEBT										
		Tax Impact Capital										
147	122	SB Cash Capital	-	645,621	645,621	-	426,787	426,787	-	(218,834)	(218,834)	-33.90%
149	192	Facilities Capital	-	1,595,000	1,595,000	-	1,941,000	1,941,000	-	346,000	346,000	21.69%
		Subtotal - Capital	\$ -	\$ 2,240,621	\$ 2,240,621	\$ -	\$ 2,367,787	\$ 2,367,787	\$ -	\$ 127,166	\$ 127,166	5.68%
		Debt Service										
710		Current Inside Levy Debt Service	-	4,962,500	4,962,500	-	3,568,406	3,568,406	-	(1,394,094)	(1,394,094)	-28.09%
		Subtotal - Debt Service	\$ -	\$ 4,962,500	\$ 4,962,500	\$ -	\$ 3,568,406	\$ 3,568,406	\$ -	\$ (1,394,094)	\$ (1,394,094)	-28.09%
		CAPITAL & DEBT SUBTOTAL	\$ -	\$ 7,203,121	\$ 7,203,121	\$ -	\$ 5,936,193	\$ 5,936,193	\$ -	\$ (1,266,928)	\$ (1,266,928)	-17.59%
		Employee Benefits										
134	910	Retirement	-	9,039,104	9,039,104	-	9,310,462	9,310,462	-	271,358	271,358	3.00%
135	912	Workers Comp	-	740,348	740,348	-	740,348	740,348	-	-	-	0.00%
136	913	Unemployment Compensation	-	100,000	100,000	-	100,000	100,000	-	-	-	0.00%
137	914	Group Insurance	-	22,739,128	22,739,128	-	26,042,687	26,042,687	-	3,303,559	3,303,559	14.53%
139	919	OPEB Inside Levy	-	3,200,000	3,200,000	-	3,100,000	3,100,000	-	(100,000)	(100,000)	-3.13%
140	950	Compensated Absences	-	120,000	120,000	-	130,000	130,000	-	10,000	10,000	8.33%
		SHARED COST SUBTOTAL	\$ -	\$ 35,938,580	\$ 35,938,580	\$ -	\$ 39,423,497	\$ 39,423,497	\$ -	\$ 3,484,917	\$ 3,484,917	9.70%
		SPECIAL ITEMS										
		Property Tax Abatements	-	750,000	750,000	-	775,000	775,000	-	25,000	25,000	3.33%
810		State & County Assessments	-	1,443,004	1,443,004	-	1,513,158	1,513,158	-	70,154	70,154	4.86%
		SPECIAL ITEMS SUBTOTAL	\$ -	\$ 2,193,004	\$ 2,193,004	\$ -	\$ 2,288,158	\$ 2,288,158	\$ -	\$ 95,154	\$ 95,154	4.34%
		SB TOTAL TAX IMPACT BUDGET	\$ 24,078,249	\$ 53,981,381	\$ 78,059,630	\$ 25,204,232	\$ 56,749,193	\$ 81,953,425	\$ 1,125,983	\$ 2,767,812	\$ 3,893,795	4.99%
		SB TOTAL TAX IMPACT (LESS EXEMPT DEBT)	\$ 24,078,249	\$ 53,981,381	\$ 78,059,630	\$ 25,204,232	\$ 56,749,193	\$ 81,953,425	\$ 1,125,983	\$ 2,767,812	\$ 3,893,795	4.99%
		NON-TAX IMPACT ITEMS										
141	27-293	Traffic & Parking Ops.	323,311	711,400	1,034,711	335,599	695,900	1,031,499	12,288	(15,500)	(3,212)	-0.31%
		NON-TAX IMPACT TOTAL	\$ 323,311	\$ 711,400	\$ 1,034,711	\$ 335,599	\$ 695,900	\$ 1,031,499	\$ 12,288	\$ (15,500)	\$ (3,212)	-0.31%



Town of *Wellesley*

FY2026 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

MISSION

To implement the policies of the Select Board, manage and direct any and all matters and activities affecting the interests and welfare of the Town that are not specifically assigned by law to any other board or office, and to foster continuous and collaborative improvement of public services and programs.

OFFICE OF THE SELECT BOARD

The Select Board (the "Board") have the authority to appoint department heads to various Town offices. The Board appoints the Executive Director of General Government Services (the "Executive Director"), Fire Chief, Police Chief, and Town Counsel. The Office of the Select Board is within the Office of General Government Services, and the administrative duties are managed by the Assistant Executive Director with staff support from the Support Services Manager.

The Board also appoints members to several town committees including the Zoning Board of Appeals, the Registrars of Voters (three of its four members), the Council on Aging, the Municipal Light Board (two of its five members), the Contributory Retirement Board (one of its five members), and the Wellesley Housing Development Corporation.

Working with the Finance Department, the Board coordinates the preparation of General Government budgets for Central Administrative Services, Employee Benefits, Risk Management (Insurance), Law, Memorial and Veterans' Days commemoration, Parking Fine Processing, Traffic and Parking Management, Sealer of Weights and Measures, Town Facilities Maintenance, Town Report, and Unemployment Compensation.

Other Board responsibilities include the authority to issue permits and licenses for alcoholic beverages, common victuallers, take-out food, entertainment, public conveyances, and other commercial activities. It also administers risk management practices and scholarship programs; coordinates, publishes and distributes the annual Town Report; oversees Town facilities maintenance; addresses public safety matters; determines where traffic and regulatory signage, and pavement markings are located; directs traffic engineering; maintains parking facilities and meters; estimates, modifies and maintains voting precincts; administers Town property leases and certain grant applications; and is Town Ombudsman.

EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT SERVICES

The Executive Director of General Government Services serves as the Chief Operating Officer for the Select Board, overseeing the day-to-day operations of the Office of the Select Board and several critical departments. These include the Finance Department, Facilities Management Department, Climate Action Committee, IT Department, Building Department, Police and Fire Departments (through contractual delegation), the West Suburban Veterans District, and the Sealer of Weights and Measures. Additionally, the Executive Director supervises the Human Resources Director's daily reporting responsibilities (through a Memorandum of Agreement) and manages multiple financial accounts.



Town of *Wellesley*

FY2026 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

In collaboration with the Board, the Executive Director helps establish the Town's annual goals and objectives and leads staff initiatives to achieve them. Key responsibilities include developing and implementing the Town-Wide Financial Plan, the Five-Year Capital Budget Program, and the Annual Operating Budget. The role also involves providing leadership for cross-departmental projects, supporting various elected and appointed boards and committees, and implementing the Town's Unified Plan.

OFFICE OF GENERAL GOVERNMENT SERVICES

Working for the Select Board, the chief executive board of the Town, the Office of General Government Services ("Office") manages and directs any and all matters and activities affecting the interest and welfare of the Town that are not specifically assigned by law to any other board or office. The Office administers all provisions of general and special laws applicable to the Town, all bylaws and votes of the Town, and all rules and regulations made by the Board. The Office is the primary liaison with the state and federal government, local civic and business entities, and other municipalities and municipal organizations. The Office includes the Office of the Select Board.

The Office is staffed by 5 professionals, led by the Executive Director of General Government Services. The staff includes the Assistant Executive Director who provides daily management and administrative support to the Executive Director and to the Select Board, manages the Office of the Select Board and specific personnel and smaller departments, represents the Town at local, state, and regional events, and oversees economic development activities on behalf of the Town. The Public Information Officer organizes and manages the Town's strategic communications efforts, provides public information, town-wide news, event announcements, and operational program materials of community interest. Additionally, the PIO manages social media content and strategy for the Office in collaboration with the Creative Content Coordinator. The Transportation and Mobility Manager works across departments to oversee various transportation activities with a focus of reducing Single Occupancy Vehicle (SOV) trips, increasing bike, pedestrian, and transit trips, and reducing crashes and traffic conflicts. The Support Services Manager position is principally responsible for the management of a variety of required functions of the Select Board including procurement, licensing, public records, appointments, leasing of public lands and support of Town Boards under the jurisdiction of the Select Board.

Budget Guidelines

The FY26 operational budget for the Executive Director's office accounts for a 2% salary increase for the Executive Director, whose contract expires on June 30, 2025, as well as a 2% increase for the 50/60 staff members under this budget. To better align operations and address the growing need for communications support, including the increased role of social media, the department has eliminated the Clerk position and is recommending a Creative Content Coordinator position. The budget guideline for FY26 was set at a 3.5% increase, not inclusive of new positions. With the addition of the Creative Content Coordinator, the budget reflects an 8.68% year-over-year increase; without this new position, the budget decreases by 7.96%. The FY26 budget prioritizes advancing key initiatives, including the Unified Plan, Strategic Housing Plan, Sustainable Mobility Plan, Climate Action Plan, and economic development. It also focuses on enhancing communication efforts and implementing social equity measures, such as the Diversity, Equity, and Inclusion Audit and Civil Discourse Initiative, without requiring further operational budget increases.



Town of *Wellesley*

FY2026 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

FY24-25 (to date) Goals Accomplished

Town Asset Management/Operations

- Efficiently moving all Town Hall Employees back to the completed Town Hall to commence operations on 12/26/24.
- Worked with HR and Town Clerk through a FY24 annual state budget earmark of \$60,000 to digitize public records.
- Worked with the HR Director and the Collins Center to complete an operational analysis report funded through a Community Compact Grant.
- Work with HR Director and HR Board on completion of a Classification and Compensation Study that will be brought to Annual Town Meeting for approval.
- Hired a new Fire Chief who began on July 15, 2024.
- Evaluated the need for additional web/communications position and are bringing forward a proposal for a Creative Content Coordinator. Worked with IT and Finance to hire a staff member in an interim capacity to commence work, including bring the Town's website into ADA compliance and immediately increasing the Office's social media footprint.
- Negotiated a land takings proposal at Weston Road and Linden Street to improve traffic operations and pedestrian safety at the October 2024 STM.
- Negotiated a FLSA Settlement with the Fire Department that was approved at the October 2024 STM.

Housing

- Worked with Planning Department and EOHLC to bring articles to STM to reach full compliance with the state's MBTA Communities legislation.
- Continue to work with WHDC on the renovation and leasing for affordable housing the property located at 156 Weston Road.
- Worked with Housing Task Force to bring forward three public engagement sessions and a town-wide housing survey. Strategic Housing Plan is anticipated to be completed in the spring of 2025.
- Worked with WHDC to prepare a warrant article for ATM to transition to an Affordable Housing Trust

Economic Development

- Completed RFP for the design of Wellesley Square Amenities Plan which was funded at ATM 2024.
- Coordinated with the Wellesley Square Merchants on using a FY24 state budget earmark to fund new economic development programming that supported the local business community.
- Worked with Traffic Committee to install pilot crosswalk design at Washington Street and Church Street.
- Continue to evaluate alternative Parking Management Plans for Wellesley Square and flexible uses for municipal lots.

Sense of Community

- Worked with Diversity, Equity, and Inclusion (DEI) Task Force to conduct Equity Audit, and host educational seminars and trainings. Equity Audit should be completed by March 2025.



Town of *Wellesley*

FY2026 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

- Worked with DPW to complete an ADA Self-Assessment.
- Conducted two Civil Discourse Dialogues as part of the Strategic Housing Plan (11/14/24 and 11/17/24).
- Worked with MWRTA to expand Catch Connect hours for nights and weekends.

Sustainability

- CAC and FMD worked to secure a \$500,000 Green Communities Grant to offset costs at Warren HVAC project.
- Hired new Transportation and Mobility Manager who commenced work on 11/6/24.
- Underway on Safe Routes for All study with Kittelson Associates, which held a public meeting on 10/30/24.
- Worked with MBTA, Congresswoman Clark, and Representative Peisch to make the Wellesley Square Commuter Rail station ADA Accessible with a mini-high platform. Work is currently underway on the construction.
- Continue to promote MWTRA micro-transit platform, Catch Connect and work with Wellesley College, Babson College, and major businesses to have non-single occupancy vehicle options for alternative modes of transportation
- Working with MLP and others to create an Energy Resilience and Transition Working Group to advance the electrification, energy transition, and resilience goals of the Climate Action Plan.

FY25 -26 Goals

Town Asset Management/Operations

- Explore a study of town government structure and efficiency
- Continue to improve Fire Department operations with completion of staff plan to add 2 new positions and purchase a new Fire Engine.
- Pursue new staff position for communications/social media and public engagement to commence in FY26.
- Enhance investment in community efforts and activities that create greater cohesion, including Celebrations Committee and Civil Discourse Initiative.
- Establish a North 40 Committee to determine next steps and future uses of parcel.
- Consider next steps to Fire Department Station Master Plan.

Housing

- Implement Strategic Housing Plan recommendations.
- Amend and update Affordable Housing Policy to be consistent with Strategic Housing Plan.
- Work with Planning Board, Housing Authority, WHDC, CPC to evaluate improvements to Housing Authority properties

Economic Development

- Strengthen ties with local business community and streamline online licensing process.



Town of *Wellesley*

FY2026 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

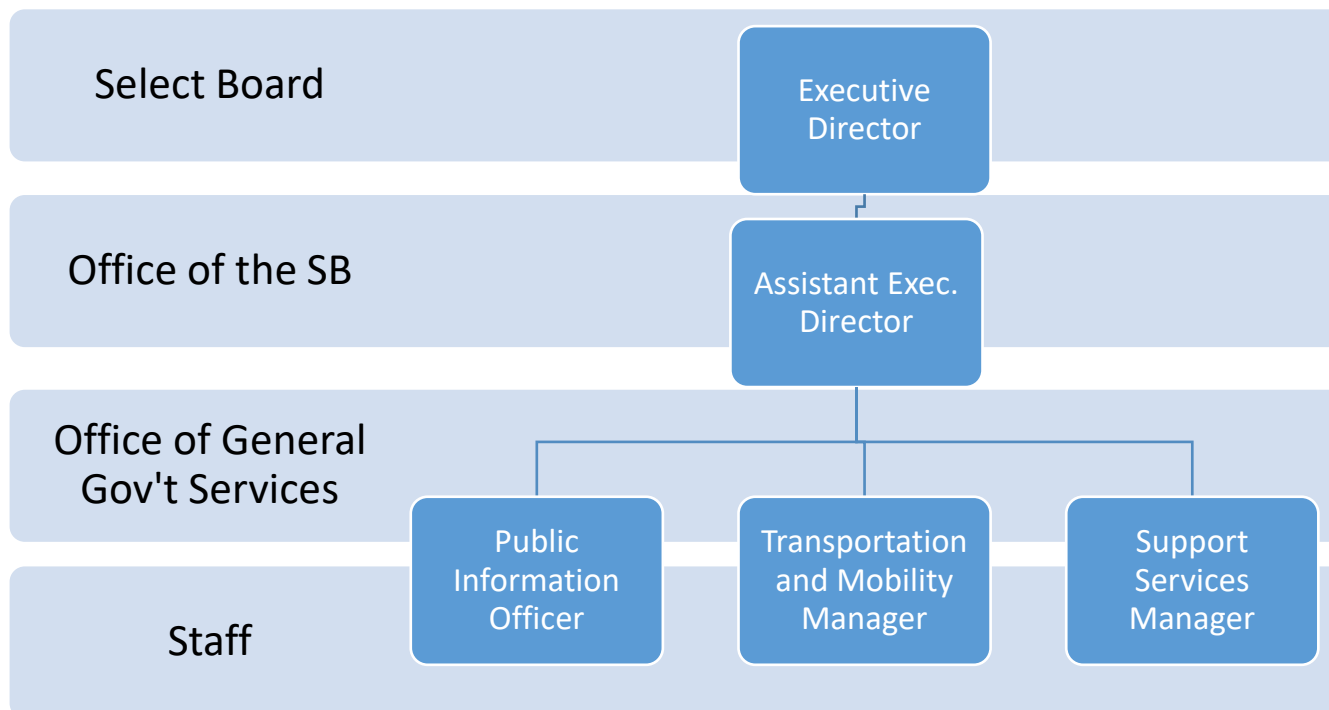
- Seek construction funds for Wellesley Square Amenities Plan.
- Continue to explore grant opportunities and options for enhancements to Arts and Cultural programs with Cultural Council.

Sense of Community

- Implement strategies identified in Diversity, Equity, and Inclusion Audit.
- Evaluate War Memorial Improvements.
- Continue working with the Civil Discourse Initiative on promoting healthy dialogues on critical issues in the community.

Sustainability

- Continue implementation of Sustainable Mobility Plan and Safe Routes for All plan.
- Evaluate with FMD and School Committee School Climate Controls.





Town of *Wellesley*

FY2026 Budget Request

Executive Director Operating Request

Department: 122

Department Head: Meghan C. Jop, Executive Director

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Full Time	\$ 486,505	\$ 502,582	\$ 540,498	\$ 692,828	\$ 757,384	\$ 64,556	9.32%
Part Time/Temp/Seasonal	665	-	-	-	-	\$ -	0.00%
Longevity	-	-	-	-	-	\$ -	0.00%
Performance/Clerical OT	-	-	4,020	9,500	9,500	\$ -	0.00%
Subtotal, Personal Services	487,170	502,582	544,518	702,328	766,884	64,556	9.19%
Expenses	33,817	21,614	28,505	41,000	41,000	\$ -	0.00%
Encumbrances	-	-	700	-	-	\$ -	0.00%
	33,817	21,614	29,205	41,000	41,000	-	0.00%
TOTAL	\$ 520,987	\$ 524,196	\$ 573,723	\$ 743,328	\$ 807,884	\$ 64,556	8.68%

PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
Executive Director	1.0	1.0	1.0	1.0	1.0
Assistant Exec. Director	1.0	1.0	1.0	1.0	1.0
Deputy Assistant Director	-	-	-	-	-
Economic Development Director	1.0	-	-	-	-
Public Information Officer*	1.0	1.0	1.0	1.0	1.0
Support Services Manager*	-	1.0	1.0	1.0	1.0
Transportation and Mobility Manager**	-	-	-	1.0	1.0
Creative Content Coordinator***					1.0
Clerical Assistant*	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>0.0</u>
Total Number of Positions	5.0	5.0	5.0	6.0	6.0

* FY22 job classifications were modified

**FY25 New Position

Executive Director Operating Request

Org	Object	Account # 01-122 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES										
01122100	511010	Senior Administrator	Salary of the Executive Director	\$ 222,302	\$ 228,970	\$ 237,308	\$ 242,985	\$ 261,326	\$ 18,341	7.55%
01122100	511220	Other Professionals	Salaries of Asst. Exec. Dir, PIO, Support Services, Trans. & Mobility Manager	264,204	273,612	303,190	449,843	413,335	\$ (36,508)	-8.12%
01122100	512290	Temporary Help	Substitute Exec. Assistant (vacations/sick leave and transcription)	665	-	-	-	-	\$ -	0.00%
01122100	512290	Funds to complete Performance Review, Reclassification			-	4,020	9,500	9,500	\$ -	0.00%
01122100	515050	Longevity	Longevity payment due personnel with more than 15 years service.	-	-	-	-	-	\$ -	0.00%
01122100	511220	New Creative Content Coordinator	Salary					62,722	\$ 62,722	0.00%
		Benefits	New Position - Health Insurance					20,000	\$ 20,000	0.00%
			PERSONAL SERVICES SUBTOTAL	487,170	502,582	544,518	702,328	766,884	64,556	9.19%
EXPENSES										
01122200	521010	Electricity	Cover Streetlight Deficit	861	576	245	-	-	\$ -	0.00%
01122200	524050	Computer Equipment Maint.	Computer Accessories as needed	-	374	-	900	900	\$ -	0.00%
01122200	530500	Training & Development	Training for staff members enables the department to stay informed about changes in laws and procedures related to their roles and responsibilities, laws etc.	5,700	605	2,575	4,000	4,000	\$ -	0.00%
01122200	530600	Appraisals & Surveys	Appraisals as required for land/municipal surveys.	-	-	-	2,000	2,000	\$ -	0.00%
01122200	530900	Other Professional Services	Consulting Services as needed	5,000	380	2,450	6,000	6,000	\$ -	0.00%
01122200	534010	Postage	For routine mailing and also to cover additional mailings (e.g., reports, surveys, etc.).	1,053	470	630	2,000	2,000	\$ -	0.00%
01122200	534020	Telephone	Cell Phone for Executive Director						\$ -	0.00%
01122200	534030	Advertising - General	These funds are for the cost of placing legal ads in local newspapers.	480	383	379	900	900	\$ -	0.00%
01122200	534035	Advertising- Employment	For employment advertising.	-	-				\$ -	0.00%
01122200	534040	Printing and Binding Expense	For large jobs which can't be handled by office copier (e.g., budgets and reports).	-	-	-	400	400	\$ -	0.00%
01122200	534060	Photocopying	Beginning FY11 all Townhall costs are part of Dept 199						\$ -	0.00%
01122200	534090	Other Communications Services	Digital web images	540	-				\$ -	0.00%
01122200	534095	On Line subscriptions/databases	Social Media analytical tools	4,788	2,994	3,144	4,800	4,800	\$ -	0.00%

Executive Director Operating Request

Org	Object	Account # 01-122 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01122200	538030	Microfilming Services	Microfilming of department records which must be kept indefinitely.	-	-				\$ -	0.00%
01122200	542010	Office Supplies	Office supplies	3,336	1,939	1,777	2,500	2,500	\$ -	0.00%
01122200	549090	Other Food Service Supplies		83	472	474	500	500	\$ -	0.00%
01122200	555020	Periodicals & Newspapers	Newspaper subscriptions	73	73	73	300	300	\$ -	0.00%
01122200	557010	Programs and Activisties		575	100	275	300	300	\$ -	0.00%
01122200	571010	In-state travel (mileage)	For reimbursement of mileage	29	-	-	300	300	\$ -	0.00%
01122200	571110	Conf/Meetings Administrators	Attendance at in and out-of-state conferences enables the Town to keep current on new topics and ideas, and exert some influence on decisions by the state or other groups which may impact the Town.	545	2,411	5,522	3,400	3,400	\$ -	0.00%
01122200	573010	Dues-Administrators	Dues for professional organizations such as MMMA, AICP	1,305	1,205	1,023	3,000	3,000	\$ -	0.00%
01122200	573040	Dues-Committee/Board Members	Massachusetts Municipal Association and Norfolk County Selectmen's Association dues.	9,449	9,632	9,939	9,700	9,700	\$ -	0.00%
01122200	578090	Unclassified Expenses	Inactive Account	-	-				\$ -	0.00%
01122200	542010	Office Supplies		-	-				\$ -	0.00%
01122200	583120	Office Machines Replacement	Cost for new position-desk,computer,etc.	-	-	-			\$ -	0.00%
			EXPENSES SUBTOTAL	33,817	21,614	28,505	41,000	41,000	\$ -	0.00%
	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal	-		700				0.00%
			DEPARTMENT TOTAL WITHOUT NEW POSITI	\$ 520,987	\$ 524,196	\$ 573,723	\$ 743,328	\$ 684,162	\$ (59,166)	-7.96%
			DEPARTMENT TOTAL WITH NEW	\$ 520,987	\$ 524,196	\$ 573,723	\$ 743,328	\$ 807,884	\$ 64,556	8.68%

Executive Director Operating Request

Department: 122

Job Title Employee Name	FY25 Rate as of 6/30/2025	Group - Step	FY26 Starting Rate 7/1/2025	Step Adjustment Date	Adjusted Rate	Total Yrly Salary	Salary Request (Dept 122)*
Executive Director ¹ Meghan Jop	\$ 4,908.09	69	\$ 5,006.25	N/A	N/A	260,325	261,326
Assistant Executive Director Corey Testa	\$ 2,562.50	62	\$ 2,613.75	N/A	N/A	135,915	136,438
Public Information Officer Stephanie Hawkinson	\$ 1,799.98	57	\$ 1,835.98	N/A	N/A	95,471	95,838
Support Services Manager Cay Meagher	\$ 1,573.64	54	\$ 1,605.11	N/A	N/A	83,466	83,787
Clerical Assistant ² Tynequa McDonald	\$ 1,027.25	46-4	\$ -				
Funds to complete Performance Review for Executive Director, OT for Clerk	\$ -		\$ -	N/A	N/A	9,500	9,500
Transportation and Mobility Manager Sheila Page	\$ 1,826.92	57	\$ 1,863.46	N/A	N/A	96,900	97,273
Creative Content Coordinator			\$ 1,206.19				62,722
Temporary help - transcribing minutes	\$ -		\$ -	N/A	N/A	-	
¹ . Contract expires 6/30/2025						681,577	\$ 746,884
² . Position eliminated 12/2024							
*Note: FY26 Salary is based on 52.2 weeks							

Assumptions:

40 series increase	3.00%	1.030
50,60 series increase	2.00%	1.020
Contract Employee	2.00%	1.020
Temp. Help \$30/hr for 4.5 weeks		

*Pay weeks in FY26 = 52.2



Town of *Wellesley*

FY2026 Budget Request

Climate Action Committee: Mission, Services & Priorities

CLIMATE ACTION COMMITTEE

Mission

The Climate Action Committee (CAC) leads efforts to reduce town-wide GHG emissions. In 2021, Annual Town Meeting adopted revised goals aligned with Massachusetts and United States climate targets: to reduce town-wide emissions 50% below a 2007 baseline by 2030, 75% below this baseline by 2040, and to net-zero by 2050.

Department Description

Guided by Wellesley's Climate Action Plan, the CAC leads, supports, advises, and collaborates with Town of Wellesley departments and committees, and community stakeholders on initiatives to reduce GHG emissions from Wellesley's municipal, residential, commercial, and institutional sectors. The CAC also engages with other towns and with state and federal agencies to advance Wellesley's climate goals. The CAC tracks and reports annually on GHG emissions by sector.

Organizational Structure

The CAC has seven appointed members, with staggered terms of three years. The Select Board (SB), Wellesley Municipal Light Plant (MLP), and School Committee each appoint one board member, officer, official, or paid employee. The SB appoints the remaining four members from among residents or others with relevant interests and expertise. As depicted in Figure 1, the CAC is under the Select Board and has two staff members: a Sustainability Director, at 35 hours/week, who reports to the Executive Director of General Government Services, and a Sustainability Analyst, at 35 hours/week.



Town of *Wellesley*
FY2026 Budget Request
Climate Action Committee: Mission, Services & Priorities

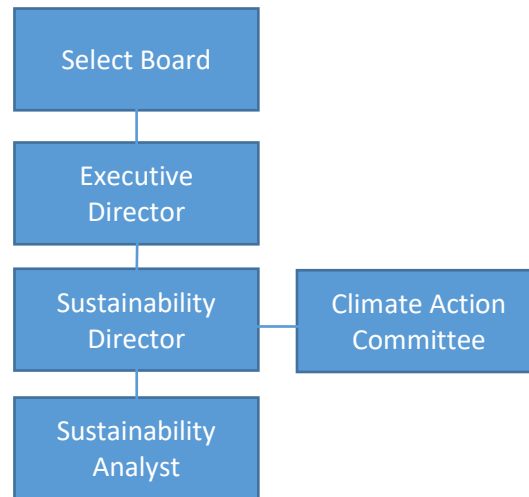


Figure 1: Climate Action Committee Organizational Chart

Department Activities

Climate Action Plan – The CAC leads initiatives and advises departments on implementation of Wellesley’s town-wide Climate Action Plan (CAP, 2022), a road map for achieving town-wide GHG emissions reduction goals and for building resilience to climate change impacts. CAP implementation involves action by municipal staff and boards, residents, businesspeople, and institutions across six pathways: governance, energy, buildings, mobility, natural resources, and waste. The CAC works to facilitate and accelerate climate action through education, advice, advocacy, policy development, and technical and financial grant resources.

Green Communities – The CAC develops, coordinates, and implements the Town’s Green Communities activities, seeks state funding for Green Communities projects, and reports to the Massachusetts Department of Energy Resources (DOER) on municipal energy use, vehicle purchases, and grant implementation. Since 2018, Wellesley received \$975,170 in Green Communities grant funding,



Town of *Wellesley*

FY2026 Budget Request

Climate Action Committee: Mission, Services & Priorities

including a \$500,000 Green Communities Building Decarbonization grant to support electrification of the Warren Building. The CAC recently submitted an application seeking Wellesley's certification as a DOER Climate Leader Community.

Tracking of Energy Use and Greenhouse Gas Emissions – Every year, the CAC tracks energy use and estimates town-wide GHG emissions from municipal, residential, commercial, and college sectors.

Reducing Residential Building Emissions – The CAC partners with HomeWorks Energy, a Mass Save-approved provider. HomeWorks Energy canvasses Wellesley neighborhoods to invite Wellesley residents who are gas customers of National Grid, to schedule no-cost home energy assessments.

Building Energy Tracking and Reporting Program (BETR) - BETR is a Town of Wellesley initiative to assist large commercial, multi-family, and institutional properties in Wellesley with lowering energy costs, making buildings more sustainable, and reducing GHG emissions. The program includes energy tracking and reporting and a Building Energy Roundtable which meets one to two times a year.

Gas Leaks – The CAC participates in the Multi-Town Gas Leaks Initiative which brings together cities and towns in National Grid territory to work with the utility to accelerate progress on gas leaks.

WasteWise Wellesley – The CAC participates in the 3R (Reduce, Reuse, Recycle) Working Group (Department of Public Works, Natural Resources Commission, and CAC) to encourage sustainable materials management, a goal identified in the Unified Plan. CAC staff work closely with the Town's new Waste Reduction Coordinators. The CAC is sponsoring an Annual Town Meeting article to reduce single-use service wear and packaged condiments.

Mobility Programs – The CAC participates in the town-wide Mobility Working Group and the Electric Vehicle (EV) Working Group. The CAC also collaborates with the MLP and Sustainable Wellesley to host electric vehicle showcase and test drive events. In FY23-24, the CAC wrote and garnered support for a Zero-Emission-Vehicle-First Fleet Policy (ZEV Policy).

Municipal Engagement – The CAC and Town Departments, including the Municipal Light Plant, Department of Public Works, Police Department, Facilities Management Department, Health Department, and Natural Resources Commission are deepening their collaborations on climate action in areas such as energy coaching, decarbonization, EV adoption, and waste reduction.



Town of *Wellesley*

FY2026 Budget Request

Climate Action Committee: Mission, Services & Priorities

Community Engagement – Outreach to community members takes place through multiple events and channels including energy coaching, Climate Action - Be Part of It! webpages, the BETR program, EV showcase and test drive events, Wellesley Wonderful Weekend, webinars, and digital and print media.

Fiscal Year (FY) 26 Goals

The CAP contains 90 actions to be implemented over the next five to ten years. Together, these actions involve every town department and every sector of our community in mitigating climate change and enhancing Wellesley's resilience to climate change impacts. To coordinate and support this work the CAC carries out data collection, research, analysis, public education, and municipal and community engagement. The CAC also develops and implements local programs, collaborates with other towns, and advocates for state and federal policies that advance progress toward our climate targets.

Specific goals for FY26 include:

- Through the Energy Coaching Program, door-to-door canvassing, interdepartmental and community collaborations, public programs, direct mailings, news outlets, websites, social media, and in-person and Zoom events, expand and deepen climate action engagement with Wellesley's:
 - Residents, including under-resourced communities
 - Community-based organizations
 - Commercial and institutional partners
- Strengthen and augment the CAC's social media presence
- Work with the EV Working Group and departments on ZEV Policy implementation and strategic planning for EV charging
- Support town-wide waste reduction initiatives
- Catalyze and collaborate on initiatives to make Town of Wellesley bylaws and processes more sustainable
- Catalyze and collaborate on initiatives to strengthen Wellesley's climate resilience
- Update Municipal Sustainable Building Guidelines
- Seek grant-funded and technical assistance for CAP actions
- Complete the annual greenhouse gas inventory
- Update the CAP dashboard for tracking progress on Wellesley's climate action goals.



Town of *Wellesley*
FY2026 Budget Request
Climate Action Committee: Mission, Services & Priorities

Operating Budget Summary

The CAC's FY25 operating budget includes funding for the Sustainability Director, CAC Analyst, and expenses for dues, professional development, events, postage, and supplies required to run the CAC's programs.

The CAC's FY25 operating budget request includes within-guideline increases of 2.0% for personnel and 3.0% for expenses. Together these increases reflect a 2.06% increase in the total CAC budget. The expense increase of \$300 in "Programs and Activities" will support the purchase of software and supplies to advertise and convene CAC events.

Capital Budget Summary

The capital budget request includes \$75,000 for a Climate Action Plan update in FY29.

Revenue and Cost Savings

The CAC will continue to identify and pursue Green Communities and other grant opportunities, alert the municipality to sustainability-related incentives, and work with departments across Town to reduce energy use and save on energy-related costs.



Town of *Wellesley*
FY2026 Budget Request

Climate Action Committee Operating Request									
Org	Object	Account Title	Actual FY22	Actual FY23	Actual FY24	Budget FY25	Request FY26	\$ Variance FY25-26	% Variance FY25-26
01126100	511220	Other Professional Staff	41,595	42,319	87,307	90,205	92,009	1,804	2.00%
01126100	511420	Other Support Staff	33,189	64,512	67,647	71,692	73,126	1,434	2.00%
		PERSONAL SERVICES SUBTOTAL	\$ 74,784	\$ 106,830	\$ 154,954	\$ 161,897	\$ 165,135	3,238	2.00%
01126200	579999	ICLEI Dues	600	1,200	1,200	1,200	1,200	-	0.00%
01126200	571110	Conf/Mtgs/USDN Dues	2,200	2,019	2,000	2,200	2,200	-	0.00%
01126200	557010	Programs and Activities	314	648	1,035	2,791	3,091	300	10.75%
01126200	542010	Office Supplies	386	41	-	300	300	-	0.00%
01126200	534010	Postage	25	-	-	3,500	3,500	-	0.00%
		EXPENSES SUBTOTAL	\$ 3,524	\$ 3,908	\$ 4,235	\$ 9,991	\$ 10,291	300	3.00%
	57000	Encumbrances	-	-	120	-	-	-	0.00%
		TOTAL	\$ 78,308	\$ 110,739	\$ 159,189	\$ 171,888	\$ 175,426	\$ 3,538	2.06%



Town of Wellesley

FY2026 Budget Request

Climate Action Committee Operating Request

Department : 126

Department Head: Marybeth Martello, Sustainability Director

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Sustainability Director	41,595	42,319	87,307	90,205	92,009	1,804	2.00%
Sustainability Analyst	33,189	64,512	67,647	71,692	73,126	1,434	2.00%
Subtotal, Personal Services	74,784	106,830	154,954	161,897	165,135	3,238	2.00%
General Expenses	3,524	3,908	4,235	9,991	10,291	300	3.00%
Encumbrances	-	-	120	-	-	-	0%
Subtotal, Expenses	3,524	3,908	4,355	9,991	10,291	300	3.00%
TOTAL	\$ 78,308	\$ 110,739	\$ 159,309	\$ 171,888	\$ 175,426	\$ 3,538	2.06%

FTE	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Director	1.00	1.00	1.00	1.00	1.00
Analyst	0.50	1.00	1.00	1.00	1.00
	1.50	2.00	2.00	2.00	2.00

Base Budget

Director at 35 hrs/wk

Analyst at 35 hrs/wk

Unified Plan/Climate Action Plan

Director at 35 hrs/wk

Analyst at 35 hrs/wk



Town of Wellesley

FY2026 Budget Request

Climate Action Committee Operating Request

Org	Object	Account Title	Actual FY22	Actual FY23	Actual FY24	Budget FY25	Request FY26	\$ Variance FY25-26	% Variance FY25-26
01126100	511220	Other Professional Staff	41,595	42,319	87,307	90,205	92,009	1,804	2.00%
01126100	511420	Other Support Staff	33,189	64,512	67,647	71,692	73,126	1,434	2.00%
		PERSONAL SERVICES SUBTOTAL	\$ 74,784	\$ 106,830	\$ 154,954	\$ 161,897	\$ 165,135	3,238	2.00%
01126200	579999	ICLEI Dues	600	1,200	1,200	1,200	1,200	-	0.00%
01126200	571110	Conf/Mtgs/USDN Dues	2,200	2,019	2,000	2,200	2,200	-	0.00%
01126200	557010	Programs and Activities	314	648	1,035	2,791	3,091	300	10.75%
01126200	542010	Office Supplies	386	41	-	300	300	-	0.00%
01126200	534010	Postage	25	-	-	3,500	3,500	-	0.00%
		EXPENSES SUBTOTAL	\$ 3,524	\$ 3,908	\$ 4,235	\$ 9,991	\$ 10,291	300	3.00%
	57000	Encumbrances	-	-	120	-	-	-	0.00%
		TOTAL	\$ 78,308	\$ 110,739	\$ 159,189	\$ 171,888	\$ 175,426	\$ 3,538	2.06%

126 Climate Action Committee FY26 Operating Request

Job Title Employee Name	FY25 Rate as of 6/30/24	Group - Step	FY26 Hrly rate	Hrs/Week	FY26 Rate as of 7/1/25	Step adjustment Rate	Adjusted Date	General Fund Budget Request
Sustainability Director Marybeth Martello (35 hr/wk)	\$ 49.37	55	\$ 50.36	35	\$ 1,762.62			92,009
Janet Mosley CAC Analyst (35 hr/wk)	\$ 39.24	53	\$ 40.03	35	\$ 1,400.89			73,126
								\$ 165,135

40 series increase 3.00% 1.0300
50,60 series increase 2.00% 1.0200

Number of payweeks in FY26 = 52.2



Town of *Wellesley*
FY2026 Budget Request
Finance Department: Mission, Services & Priorities

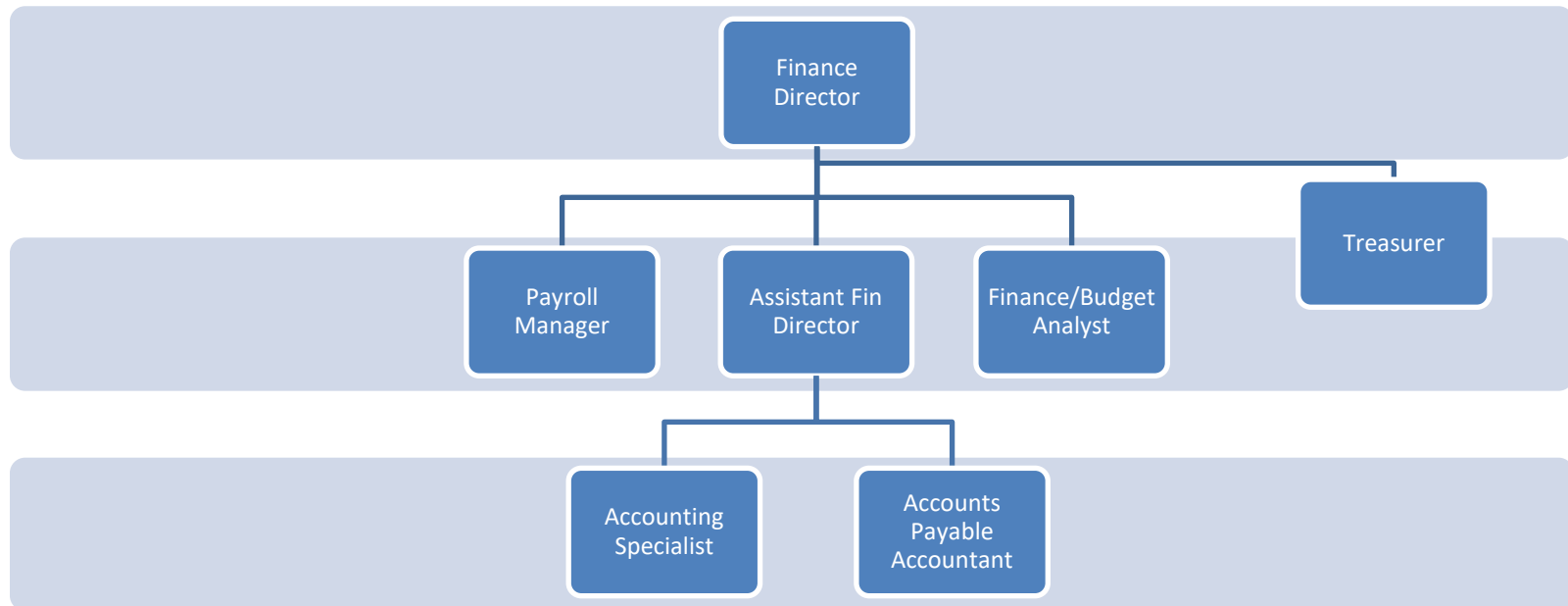
Mission

The Mission of the Finance Department is to provide the financial transactions, reconciliations, analytics, and timely reporting necessary to manage the finances of this fast-paced municipality and its four separate Enterprise Funds, and maintain its significant assets; while maintaining an environment of **strong financial controls**. The department provides outreach to educate and assist other departments and boards to help them maintain **the highest financial standards**. The department continually strives to improve **transparency** to all stakeholders through public reporting of its financial statements and budget data.

Conservative policies and creative strategies for financial management will allow the Town to continue to have the long term **fiscal stability** to fund past service liabilities, current 'best in class' operations, capital purchases, and the Town's strategic objectives as articulated under the Unified Plan.

Organization

The department is comprised of Five full-time (**5 FTE**) employees: the Finance Director/CFO/Town Accountant, Assistant Finance Director, Finance & Budget Analyst, and two staff (Payroll Manager and Accounts Payable Accountant), who review and process all disbursements for the organization. There is also a **.5 FTE** Accounting Specialist who handles the Town's Insurances and who provides support to the West Suburban Veteran's District.



Michael DiPietro began as CFO/Finance Director in March 2024.

The Finance Director is the liaison to the Audit Committee, the Ex-Office Member of the Wellesley Contributory Retirement Board and appoints the Treasurer/Collector. The Finance Director works with the Executive Director, Treasurer/Collector, and Select Board to craft financial policies, establish controls, and manage debt. Maintaining the Town's longstanding Aaa Bond rating and history of financial conservatism continues to be a key value.

Finance is responsible for accounting, analysis, and financial statement preparation for the organization; coordinating the town-wide budget process, and preparing/auditing warrants for all vendor disbursements and employee payrolls. The department also administers the Town's liability insurance program, performs financial activities for the West Suburban Veteran's District, and maintains contract files. The department annually processes tens of thousands of payroll and deduction records for over 1,200 employees, and remits payments to thousands of vendors (\$200 million annual disbursements). Financial records are maintained for 24 funds and 45 departments. The Town uses sophisticated, fully integrated financial software (MUNIS) to perform all financial functions (including general ledger, accounts payable, purchasing, payroll, fixed assets, billing, collections, and treasury). Finance staff perform detailed monthly general ledger account reconciliations, prepare various operating analytics, and train other departments' management and staff on using the system. Finance staff are cross trained and routinely support each-other and the treasurer's office during vacations and absences, to ensure critical processes are performed timely. Finance performs State and Federal reporting, closes the financial books, and works with the Independent Auditors on the annual audit and preparation of the Annual Comprehensive Financial Report. The department communicates the Select Board's annual budget guidelines to the other departments, issues templates/instructions to coordinate departmental budget submissions, prepares summary schedules of Select Board budgets, and summarizes town-wide budget submissions. Staff assist other departments in preparing budgets and upload final balanced budgets to the MUNIS system. Staff also create graphs, charts, and analyses in support of the Town Wide Financial Plan and Long-term Capital plan.

FY2025 /FY2026

The department continues to be committed to producing its **Annual Comprehensive Financial Report (ACFR)**, which has won annual **Awards for Excellence in Financial Reporting every year since 2004**. These documents can be found on the Town's website.

The Town earned the Distinguished Budget Award from the Government Finance Officers' Association for its 2021 and 2022 budget efforts and will continue to improve the budget document and address the recommendations from the adjudication process. During the 2023 budget process, the award program changed to a direction supporting a more centralized approach to government than Wellesley's structure affords; with a focus on mapping departmental goals to a central strategic plan and then (centrally) measuring outcomes. Wellesley's form of government presented a challenge to keeping the award, but the Finance department continues to be committed to maintaining and enhancing the improved transparency created by continuing to prepare this detailed document.

The department experienced turnover in the Accounting Specialist position, but was fortunate to hire an experienced person from another municipality.

FY2026 Goals

The Town has issued most of the long-term debt, exempt from the constraints of Proposition 2 ½ authorized during the last couple of years related to the two new Elementary Schools. In addition to the added record keeping for this debt, the projects themselves continue to generate added disbursement activity and accounting and auditing requirements.

The Department continues to prepare the Water and Sewer financial statements after the departure of the DPW Accountant. Town meeting added a Stormwater Enterprise Fund effective in fiscal 2024, and Finance will also prepare its monthly statements.

Finance continues to invest in staff cross-training, and to support (their) career advancement by encouraging involvement in (Municipal Accounting) Certification programs. There has been recent turnover within the department, as the labor market has provided many new opportunities. Cross-training and documentation of policies and procedures will continue, to ensure that financial controls are maintained through any staffing transitions.

Base Level request

The budget requested for FY2026 provides the resources necessary to meet the department's objectives. It meets guideline and maintains current staffing levels.



Town of *Wellesley*

FY2026 Budget Request

Finance Department Operating Request

Department: 133

Department Head: Michael DiPietro, Finance Director

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Full Time	\$ 455,698	\$ 471,287	\$ 495,199	\$ 574,351	\$ 600,860	\$ 26,508	4.62%
Part-Time	-	-	-	-	-	\$ -	0.00%
Assessment Offset (W&S, WSVD)	(34,000)	(34,850)	(34,850)	(36,244)	(36,244)	\$ -	0.00%
Longevity/ and temp clerical	-	-	-	-	-	\$ -	0.00%
Subtotal, Personal Services	421,698	436,437	460,349	538,107	564,616	26,508	4.93%
Expenses	3,054	4,999	10,005	12,200	14,100	\$ 1,900	15.57%
Encumbrances	-	-	10	-	-	\$ -	0.00%
Subtotal, Expenses	3,054	4,999	10,015	12,200	14,100	1,900	15.57%
Total	\$ 424,752	\$ 441,436	\$ 470,364	\$ 550,307	\$ 578,716	\$ 28,408	5.16%

<u>PERMANENT STAFFING (FTEs)</u>	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
Finance Director/Accountant	1.0	1.0	1.0	1.0	1.0
Assistant Town Accountant	1.0	1.0	1.0	1.0	1.0
Finance and Budget Analyst	1.0	1.0	1.0	1.0	1.0
Payroll Manager	1.0	1.0	1.0	1.0	1.0
Accounts Payable Accountant	1.0	1.0	1.0	1.0	1.0
Accounting Specialist*	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Total Number of Positions	5.5	5.5	5.5	5.5	5.5

* The Town administratively supports the West Suburban Veterans' District, which is a separate entity from the Town. The Town charges WSVD the equivalent of 1/2 position in lieu of an assessment for Accounting and Treasury services, use of the financial software, and other Town resources.

Finance Department Operating Request

Org	Object	Account # 01-133 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES									
01133100	511010	Senior Administrator	\$ 170,808	\$ 180,692	\$ 173,619	\$ 174,921	\$ 191,366	\$ 16,445	9.40%
01133100	512490	Other Salaries (Payroll Mgr)	81,061	40,189	81,420	\$ 94,142	\$ 96,025	\$ 1,883	2.00%
01133100	511220	Other Professionals	136,024	134,107	174,391	180,931	184,550	\$ 3,618	2.00%
01133100	511420	Other Professional Staff	63,421	61,409	65,769	69,364	71,674	\$ 2,311	3.33%
01133100	512290	Fill position at existing step	-	26,574	-	-	-	\$ -	0.00%
01133100	569555	Assessments	(34,000)	(34,850)	(34,850)	(36,244)	(36,244)	\$ -	0.00%
01133100	511370	Clerical	5,618	28,316	-	54,993	57,245	\$ 2,252	4.09%
01133100	511399	Retirement Administrator Dep	(1,236)	695	(0)			\$ -	0.00%
01133100	515050	Longevity		-	-			\$ -	0.00%
			421,698	437,133	460,349	538,107	564,616	26,508	4.93%
01133200	529050	Recycled Materials Disposal	-	-	-	-		\$ -	0.00%
01133200	530200	Accounting & Auditing Services	575	-	-	-		\$ -	0.00%
01133200	530500	Training & Development	60	-	4,794	4,500	5,750	\$ 1,250	27.78%
01133200	530900	Other Professional	-	-	642	-		\$ -	0.00%
01133200	534010	Postage	18	202	18	200	200	\$ -	0.00%
01133200	534020	Telephone	-	-	146	-	650	\$ 650	100.00%
01133200	534035	Advertising- General	-	-	-	200	200	\$ -	0.00%
01133200	542010	Office Supplies	1,561	1,990	1,659	2,500	2,500	\$ -	0.00%
01133200	549090	Food Supplies	-	193	-	-		\$ -	0.00%
01133200	571010	In-state travel (mileage)	51	188	-	800	800	\$ -	0.00%
01133200	571110	Conf/Meetings Administrators	-	1,823	2,304	3,000	3,000	\$ -	0.00%
01133200	573010	Dues-Administrators	790	603	440	1,000	1,000	\$ -	0.00%
01133200	578010	Approved Special Dept Exp	-	-				\$ -	0.00%
01133200	583120	Office Machines Rep	-	-				\$ -	0.00%
			3,054	4,999	10,005	12,200	14,100	1,900	15.57%
	570000	Other Charges & Expenses		-	10	-		\$ -	0.00%
			\$ 424,752	\$ 442,131	\$ 470,354	\$ 550,307	\$ 578,716	28,408	5.16%

Finance Department Operating Request						
Job Title Employee Name	FY25 Rate as of 6/30/2025	Group - Step	FY26 Rate as of 7/1/25		General Fund Budget	
Finance Director/Town Accountant M DiPietro	\$ 3,619.04	66	\$ 3,666.02		191,366	
Payroll Manager T Lamarre	\$ 1,803.49	56	\$ 1,839.56		96,025	
Assistant Finance Director T Moreau	\$ 1,858.49	56	\$ 1,895.66		98,953	
Finance & Budget Analyst P Manganaro	\$ 1,607.62	56	\$ 1,639.77		85,596	
Accounting Specialist WSVD S Wong	\$ 1,346.15	53	\$ 1,373.07		71,674	
WSVD Assessment Offset					(36,244)	
	\$ -		\$ -		-	
Clerical	\$ 1,064.70	49-2	\$ 1,096.64		57,245	
Human Resources article does not provide funding for management under contract				-	564,616	

¹ Water & Sewer enterprise funds are no longer assessed accounting charges for A/P , payroll processing, and financial statement preparation.

² Accounting Assistance for Veteran's District

*Note: FY26 Salary is based on 52.2 weeks

Assumptions:

40 series increase	3.00%	1.0300
50,60 series increase	2.00%	1.0200
Pay weeks in FY26=	52.2	



Town of *Wellesley*

FY2026 Budget Request

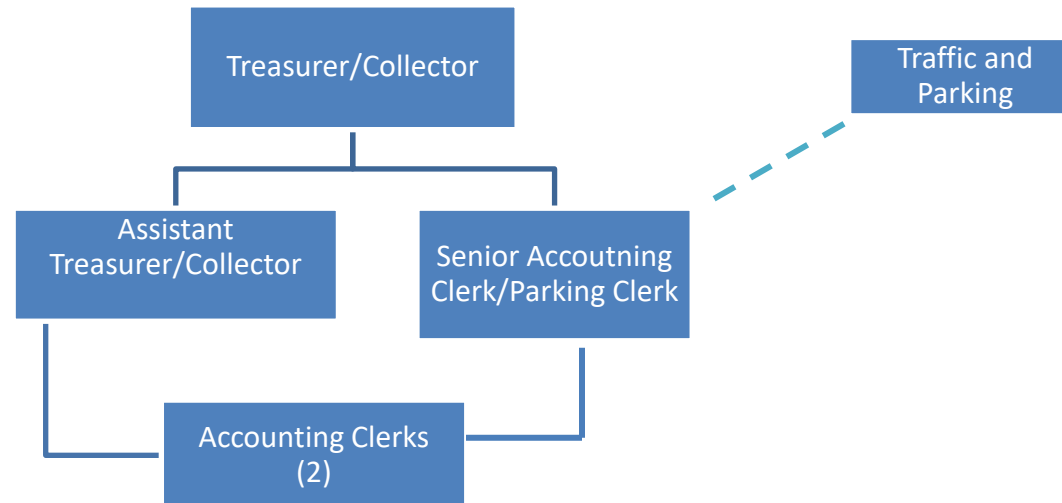
Treasurer/Collector Department: Mission, Services & Priorities

Mission

The mission of the Treasurer/Collector's office to provide the highest level of customer service and support to all of the Town's constituencies (i.e., taxpayers, employees, retirees or vendors), as well as satisfy the legal requirements set forth in Massachusetts General Laws and the Town's bylaws.

Organization

The department is comprised of Five full-time (4.5 FTE) employees: the Treasurer/Collector, Assistant T/C, Sr. Accounting Clerk for Parking & Collections (funded half in this budget and half from Traffic & Parking), and 2.0 Accounting Clerks.



The office of the Treasurer/Collector is responsible for all cash management activities of the Town. Activities include:

- Collecting all taxes and certain other bills due to the Town
- Accounting for and investing all available cash (excluding the Retirement System and OPEB)
- Disbursing all Town funds requested by Financial Services via the accounts payable and payroll processes.
- Maintaining all records for and properly disbursing the Town's various tax obligations; and administering all Town Trust Funds

The Treasurer/Collector administers the Town's employee group benefit programs (except retirement), including the following activities:

- Administering the group health insurance program, in conjunction with the Human Resources Department, assisting with the Budget preparation and payment of invoices
- Administering the Town's additional insurances programs, including Life Insurance, Dental Insurance, AFLAC and Eyemed in conjunction with Human Resources, assisting with the Budget preparation and payment of invoices
- Administering the Town's defined contribution plan; both the voluntary deferred compensation plan for benefit eligible employees and the mandatory plan for part-time, temporary, and seasonal employees not eligible to join the retirement plans.
- Administering the Town's Long Term Disability program in conjunction with the Human Resources Department, assisting with the Budget preparation and payment of invoices

The Treasurer/Collector is responsible for the debt management activities of the Town, including:

- Producing all documentation required for both short and long-term borrowing issues.
- Working with the finance team and rating agencies to maintain the Town's bond rating and dispersing all town debt payments.

Other responsibilities include:

- Administering the Town's self-insured Workers' Compensation program in conjunction with Human Resources
- Serving as backup to the Office of the Parking Clerk, and aiding with the supervision of the Town's parking enforcement function in conjunction with the Police Department

Coordinating all incoming and outgoing mail activities for Town Hall

Prior Year Projects

Personnel changes happened again within the Department in FY25. We had one of our Department Clerk give their notice but we were lucky to find an excellent new hire to fill this position with relevant experience, enthusiasm and has assimilated with ease.

Goals

Continue the effort of cross-training and succession planning. Preparing department manual for reference.

Base Level Budget

This budget is within guidelines. Expenses increased primarily because we are outsourcing our real estate and personal property bill printing. We anticipate interest income will continue to decline in FY26 due to interest rate cuts and lower cash levels with the mostly complete large construction projects. We also adopted the Prudent Investor Rule which will hopefully increase our investment income on our trust funds.



Town of *Wellesley*

FY2026 Budget Request

Treasurer/Collector Department Operating Request

Department: 145

Department Head: Maura O'Connor, Treasurer /Collector

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Permanent Employees	\$ 287,130	\$ 288,488	\$ 344,715	\$ 372,350	\$ 385,263	\$ 12,914	3.47%
Longevity/Temporary/Seasonal	9,056	-	-	19,000	19,000	\$ -	0.00%
Subtotal, Personal Services	296,187	288,488	344,715	391,350	404,263	12,914	3.30%
Expenses	106,883	104,989	111,657	133,100	140,700	7,600	5.71%
Encumbered Expended	-	-	205	-	-	-	0.00%
Subtotal, Expenses	106,883	104,989	111,862	133,100	140,700	7,600	5.71%
TOTAL TAX IMPACT	\$ 403,070	\$ 393,477	\$ 456,576	\$ 524,450	\$ 544,963	\$ 20,514	3.91%

PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
Treasurer/Collector	1.0	1.0	1.0	1.0	1.0
Ass't. Treasurer/Collector	1.5	1.0	1.0	1.0	1.0
Sr. Accounting Clerk Parking & Collections	0.5	0.5	0.5	0.5	0.5
Accounting Clerks	1.5	2.0	2.0	2.0	2.0
Part-Time/Intern	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total Number of Positions	4.5	4.5	4.5	4.5	4.5

Treasurer/Collector Department Operating Request

Org	Obj	Account # 01-145 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES										
01145100	511010	Senior Administrator	Treasurer/Collector	\$ 113,257	\$ 125,022	\$ 130,908	\$ 137,728	\$ 140,482	\$ 2,754	2.00%
01145100	511015	Senior Accounting Clerk	Senior Accounting Clerk/Parking Clerk - Starting in FY20 (50% paid by parking)	\$ 32,702	\$ 33,222	\$ 34,876	\$ 37,500	\$ 37,426	\$ (74)	-0.20%
01145100	511220	Other Professional Staff	Assistant Treasurer/Collector	76,644	76,153	84,370	84,208	85,893	\$ 1,684	2.00%
01145100	511370	Clerical	Full-Time Clerks	64,528	54,091	94,561	112,914	121,463	\$ 8,549	7.57%
01145100	512290	Part-time Help	Part-Time Clerk/Intern	9,056	-	-	19,000	19,000	\$ -	0.00%
01145100	515050	Longevity		-	-	-	-		\$ -	0.00%
			PERSONAL SERVICES SUBTOTAL	\$ 296,187	\$ 288,488	\$ 344,715	\$ 391,350	\$ 404,263	\$ 12,914	3.30%
EXPENSES										
01145200	524030	Equipment Maintenance	This covers the cost of maintenance for the Department's copier, typewriter and postal equipment.	2,308	-	1,829	3,000	2,000	\$ (1,000)	-33.33%
01145200	527030	Equipment Rental/Lease	Cover cost of postage system that was installed in FY05.	2,315	3,087	3,087	3,500	3,100	\$ (400)	-11.43%
01145200	530900	Other Professional Services	Banking services include lockbox, depository, custodial and checking services.	38,364	43,621	39,564	53,000	40,000	\$ (13,000)	-24.53%
01145200	534010	Postage	The postage budget for the Treasurer's Office covers postage costs for mailing real estate, personal property and motor vehicle excise bills and payroll and expense checks, W-2 and 1099 forms, miscellaneous billings plus all departmental correspondence. The Treasurer's Office oversees the processing of outgoing mail from the Town Hall. Of the approx. 77,000 (exclusive of tax bills which are mailed by MLP but paid for out of this budget) pieces of mail processed annually, this budget covers the department's 31,000 pieces while the 46,000 other pieces are charged back to various departments.	43,375	23,054	27,452	48,000	26,000	\$ (22,000)	-45.83%
01145200	534011	Land Use Postage		-	15,000	10,787	-	-	\$ -	0.00%
01145200	534030	Advertising - General	Notification to the public that tax bills have been mailed and legal advertisement for tax takings.	113	-	-	700	-	\$ (700)	-100.00%

Treasurer/Collector Department Operating Request

Org	Obj	Account # 01-145 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01145200	534040	Printing & Mailing Expense	The printing/mailling budget for the Treasurer's Office covers the cost of printing the stock forms for real estate, personal property, excise bills, W-2's, 1099's and the check stock for payroll and expense checks. In addition, envelopes for mailing all the above items are purchased from this account. Tax billing is contracted to the MLP through their Pitney Bowes equipment.	4,591	4,084	8,275	5,500	50,000	\$ 44,500	809.09%
01145200	542010	Office Supplies	Standard office supplies plus supplies for personal copier, LaserJet and mail machine. Annual Quickbooks subscription.	5,784	5,650	9,054	6,800	7,200	\$ 400	5.88%
01145200	571110	Conf. Meetings - Administrators	The Treasurer attends meetings of the Mass. Govt. Finance Officers Assoc. and the Mass Collector/Treasurer Assoc. This also covers the cost of attending the annual MMA Meeting in Boston.	60	861	1,270	1,200	1,200	\$ -	0.00%
01145200	572110	Conf/Mtgs - Administrators	The Treasurer & Asst. Treasurer attends the annual MCTA Conference.	955	1,983	2,069	2,000	2,300	\$ 300	15.00%
01145200	573010	Dues - Administrators	Treasurer and Asst. Treasurer belong to Mass. Collectors & Treasurers Assoc. and the Treasurer belongs to the Mass. Government Finance Officers Assoc. & Government Finance Officers Assoc. of U.S. & Canada.	530	295	604	400	400	\$ -	0.00%
01145200	574120	Public Employee Bond	M.G.L.'s require that the Treasurer/Collector and both Assistanst maintain bonds each and that the Town's Deputy Collector be bonded.	3,345	2,496	2,182	4,000	2,500	\$ (1,500)	-37.50%
01145200	578035	Over/Short	Deposit Over/Short						\$ -	0.00%
01145200	569998	Check Error/Bank Fees		-	-				\$ -	0.00%
01145200	569999	IRS Penalties	Charges for tax payment errors						\$ -	0.00%
01145200	583090	Other Equipment		798	-				\$ -	0.00%
01145200	595540	Tax Title Costs	Tax Taking costs, including attorney and filing.	4,134	4,860	5,483	5,000	6,000	\$ 1,000	20.00%
01145200	599999	Unapprop/Unassigned		212	-				\$ -	0.00%
			EXPENSES SUBTOTAL	106,883	104,989	111,657	133,100	140,700	\$ 7,600	5.71%
		570000 Other Charges & Expenses	Encumbered expenses from prior fiscal year	-	-	205			\$ -	0.00%
			DEPARTMENT TOTAL	\$ 403,070	\$ 393,477	\$ 456,576	\$ 524,450	\$ 544,963	20,514	3.91%

Treasurer/Collector Department Operating Request								
Job Title Employee Name	FY25 Rate as of 6/30/25	FY26 RATE REQUEST						
		Group - Step	Hrs/Week	FY26 Starting Rate 7/1/2025	Adjustment Date	Group - Step	Step adjustment Rate	Total Budget Request
Treasurer/Collector Maura O'Connor	\$ 2,638.45	63	35	\$ 2,691.22				140,482
Assistant Treasurer/Collector Greg Copeland	\$ 1,613.19	56	35	\$ 1,645.45				85,893
Senior Accounting Clerk Parking & Collections Kathryn Rumsey	\$ 702.92	52	17.5	\$ 716.98				37,426
Accounting Clerk Barbara Jeannie Koushouris	\$ 36.29	49-6	30	\$ 37.38				58,535
Accounting Clerk Dorothy Beattie	\$ 33.44	47-6	35	\$ 1,205.51				62,928
Part-time/Intern - Vacant	\$ 25.00	DGEN						19,000
								\$ 404,263
*Note: FY26 Salary is based on a 52.2 week year.								

Assumptions:

40 series increase	3.00%	1.0300
50,60 series increase	2.00%	1.0200
Pay weeks in FY26 =		52.2



Town of *Wellesley*

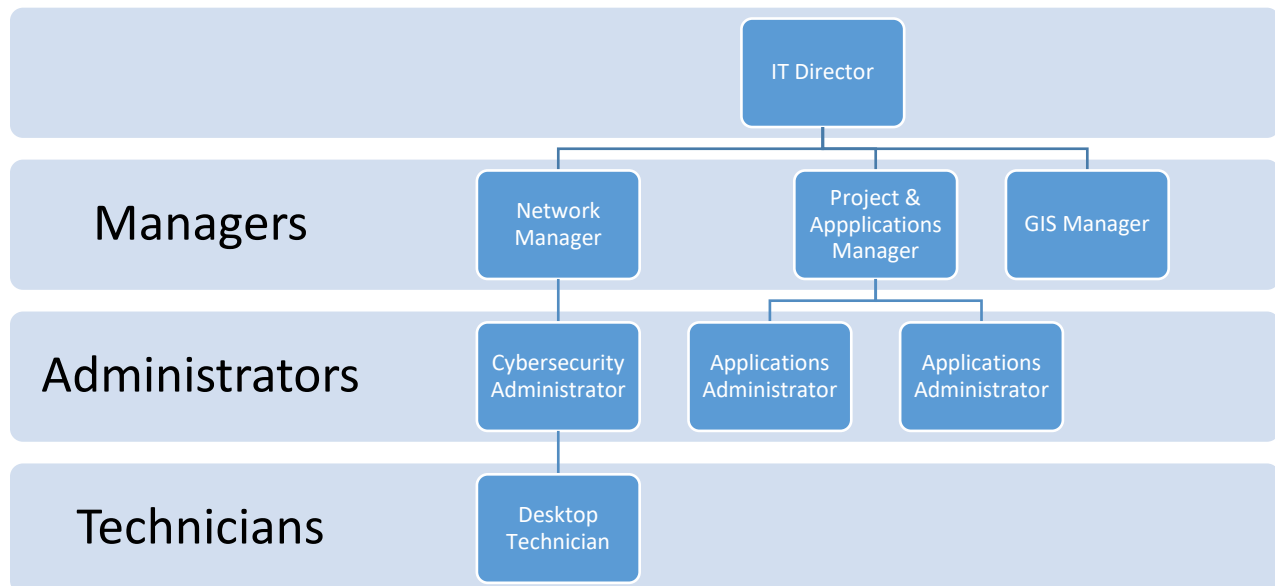
FY2026 Budget Request

Information Technology: Mission, Services & Priorities

Mission

The Information Technology Department enables Town managers to make informed decisions, reduce costs, and create operational efficiencies in their efforts to serve Wellesley's residents. We achieve this mission by maintaining a secure and reliable high-speed campus network; installing and troubleshooting computers and related equipment; administering enterprise applications; and by providing excellent customer service to Town Government staff and elected/appointed officials.

The Department is staffed by a team of 8 full-time technology and customer service professionals who possess a deep understanding of municipal operations and expertise in networking, cybersecurity, database management, and Geographic Information Systems (GIS). This team is led by the IT Director, who is principal staff to the Executive Director of General Government Services. Three managers are supported by three administrators and one technician, as shown in the organizational chart below:



Like most organizations in the public and private sector, Wellesley's Town Government has become increasingly dependent on technology. Funds requested in this FY26 budget submission will provide for a wide array of application and database services that support core municipal functions like...

- Finance / accounting
- CAMA / assessing
- Payroll / HR
- Tax billing
- Asset management
- Utility metering / billing
- Document management
- Reporting / analytics
- GIS / CAD
- Building automation
- Program registration
- Permitting / licensing



Town of *Wellesley*

FY2026 Budget Request

Information Technology: Mission, Services & Priorities

Funds will also provide for resilient data center and communication services like...

- Firewalls and web filters
- Switching and routing
- Backup and disaster recovery
- Multifactor authentication
- Virtualized servers
- Remote access
- Wi-Fi
- Endpoint protection
- Email
- Phones
- Town website
- Virtual meetings

Any interruption in these technology services caused by equipment failures, network outages, or cybersecurity incidents could have serious consequences for the Town's finances or service delivery to residents and could result in deterioration in public relations and confidence.

The FY26 operating budget submitted for the IT Department is a **level services** budget with an appropriate level of funding for the Department to maintain a secure and reliable suite of information technology resources. The Department is requesting an increase of \$25,023 in Personal Services, which is **2.95%** over FY25 and within the 3% guideline established by the Select Board. The Department is also requesting an increase of \$64,990 in Expenses, which is also within the 8% guideline established by the Select Board. Increases in specific expense accounts are driven by rising software subscription, support, and maintenance fees for applications and cybersecurity services --- most of which increase somewhere between 5-12% year-over-year.

In total, the FY26 operating budget requested for the IT Department is **\$1,763,606**, which is **5.38%** over FY25 levels.



Town of *Wellesley*

FY2026 Budget Request

Information Technology Department Operating Request

Fund - 01
 Department: 155
 Department Head: Brian DuPont, IT Director

DEPARTMENT EXPENDITURES

	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Full Time	\$ 670,699	\$ 620,647	\$ 670,423	\$ 848,952	\$ 874,005	\$ 25,053	2.95%
Part Time	-	-	-	-	-	\$ -	0.00%
Subtotal, Personal Services	670,699	620,647	670,423	848,952	874,005	25,053	2.95%
Expenses	598,512	607,638	610,038	824,610	889,600	\$ 64,990	7.88%
Encumbrances	-	-	115,920	-	-	\$ -	0.00%
Subtotal, Expenses	598,512	607,638	725,959	824,610	889,600	64,990	7.88%
 TOTAL	 \$ 1,269,211	 \$ 1,228,285	 \$ 1,396,382	 \$ 1,673,562	 \$ 1,763,605	 \$ 90,043	 5.38%

PERMANENT STAFFING (FTEs)

	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
Director	1.0	1.0	1.0	1.0	1.0
Managers	3.0	3.0	3.0	3.0	3.0
Administrators	3.0	3.0	3.0	3.0	3.0
Technicians	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Total Number of Positions	8.0	8.0	8.0	8.0	8.0

Information Technology Department Operating Request

Org	Object	Account # 01-155 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES										
01155100	511010	Senior Administrator	IT Director	\$ 118,911	\$ 122,538	\$ 133,614	\$ 141,193	\$ 144,017	\$ 2,824	2.00%
			3 Managers (Project & Apps., Network & Cyber, & GIS); 3 Administrators (Cybersecurity, Applications x2), 1 Technician (Desktop)							
01155100	511220	Other Professionals		551,788	498,109	536,809	707,759	729,988	\$ 22,229	3.14%
			PERSONAL SERVICES SUBTOTAL	670,699	620,647	670,423	848,952	874,005	\$ 25,053	2.95%
EXPENSES										
01155200	524030	Equipment Maintenance	Annual support/maintenance contracts for servers, switches, and Town Hall AV equipment.	32,274	5,108	3,978	30,000	35,000	\$ 5,000	16.67%
01155200	530400	Information Technology Services	Provides for outside application development and professional services for special projects.	7,949	954	5,200	8,000	8,000	\$ -	0.00%
01155200	530405	Cybersecurity	For hardware, software, and services specifically related to cybersecurity systems. Some items budgeted here were previously budgeted under Equipment Maintenance or Computer Software Services.	-	17,174	93,774	185,000	190,000	\$ 5,000	2.70%
01155200	530500	Training & Development	For professional development and continuing education of IT staff.	3,960	-	3,869	2,500	2,500	\$ -	0.00%
01155200	530800	Computer Software Services (Tyler)	Annual support/maintenance contracts for all Tyler Enterprise ERP modules (formerly, MUNIS).	189,259	198,176	220,640	244,760	253,294	\$ 8,534	3.49%
01155200	530800	Computer Software Services (Other)	Annual subscription, support, and maintenance contracts for all other enterprise applications (e.g. Office365, GIS, VMWare, Citrix, CivicPlus/website, OpenGov, GovOS, Kronos, Zoom).	238,612	237,964	197,555	250,250	288,706	\$ 38,456	15.37%
01155200	534010	Postage	Mail	-	1	-	100	100	\$ -	0.00%
01155200	534020	Telephone	Provides for phone lines for all extensions on the Town's VoIP system. Also provides for high-speed internet access for all PCs on the Town's network, cell phones for staff of the IT Dept., and Comcast / Verizon phone lines for Town buildings.	32,945	33,187	30,967	35,000	38,000	\$ 3,000	8.57%
01155200	534035	Advertising		390	-	-	-		\$ -	0.00%
01155200	534090	Other Communications	Maintenance/usage fees and supplies for the Town's fiber optic data and phone networks.	2,365	2,399	2,260	8,000	8,000	\$ -	0.00%
01155200	542040	Paper & Stationary	Paper and other supplies for the GIS Office's wide-format printer.	-	137	500	500	500	\$ -	0.00%
01155200	542090	Other General Supplies	Print cartridges, office supplies, and other technology accessories.	2,361	2,687	2,674	4,000	4,000	\$ -	0.00%
01155200	553060	Computer Supplies	For scheduled maintenance, upgrades, and replacement of over 300 laptops and desktop computers on the Town's network.	37,160	46,005	48,455	55,000	60,000	\$ 5,000	9.09%
01155200	571010	Travel - Mileage	Reimburse staff for use of personal vehicles as needed.	18	-	165	500	500	\$ -	0.00%
01155200	571120	Conf/Mtgs - Professional & Administration Staff	Registration, travel, and accommodations for IT/GIS conferences (e.g. MMA Annual Conference, NortheastArc User Group, MUNIS / Tyler Connect).	30	290	-	1,000	1,000	\$ -	0.00%
01155200	573020	Dues - Professional Staff	Dues for IT/GIS professional organizations.	-	-	-	-		\$ -	0.00%
			EXPENSES SUBTOTAL	547,323	544,082	610,038	824,610	889,600	64,990	7.88%
	570000	Other Charges & Expenses	Encumbered expenses (invoices received/paid in the following fiscal year)	51,189	63,556	115,920	-			
			EXPENSES TOTAL	598,512	607,638	725,959	824,610	889,600	64,990	7.88%
			DEPARTMENT TOTAL	1,269,211	1,228,285	1,396,382	1,673,562	1,763,605	90,043	5.38%

Information Technology Department Operating Request				
Job Title Employee Name	FY26 RATE REQUEST*			
	FY25 Rate as of 6/30/2025	Group - Step	FY26 Starting Rate 7/1/2025	Total Budget Request
Director Brian DuPont	\$ 2,704.84	61	\$ 2,758.94	144,017
Project & Apps. Manager Suzanne Newark	\$ 2,202.52	58	\$ 2,246.57	117,271
Network & Cyber. Manager Vernon Ng	\$ 2,345.36	58	\$ 2,392.27	124,876
GIS Manager Mike Thompson	\$ 2,166.66	57	\$ 2,209.99	115,362
Applications Administrator vacant	\$ 1,750.00	55	\$ 1,785.00	93,177
Applications Administrator John Morse	\$ 1,821.06	55	\$ 1,857.48	96,961
Cybersecurity Administrator Alfredo Rodriguez	\$ 1,800.65	56	\$ 1,836.66	95,874
Desktop Technician Conor Mahoney	\$ 1,623.99	54	\$ 1,656.47	86,468
Temporary Help				
			Total Salary \$	874,005

*Note: FY26 Salary is based on 52.2 weeks

Assumptions:	40 series increase	3.00%	1.030
	50,60 series increase	2.00%	1.020
	Pay weeks in FY26 =	52.2	



Town of *Wellesley*

FY2026 Budget Request

Town Report Operating Request

Department: 195

Department Head: Meghan Jop, Executive Director

Org	Object	Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01195200	534040	Town Report	For printing the Town Report and mailing copies to Town Meeting members.	\$ 1,417	\$ 2,031	\$ 1,922	\$ 2,250	\$ 2,250	\$ -	0.00%



Town of *Wellesley*

FY2026 Budget Request

Central Administrative Services Operating Request

Department: 199

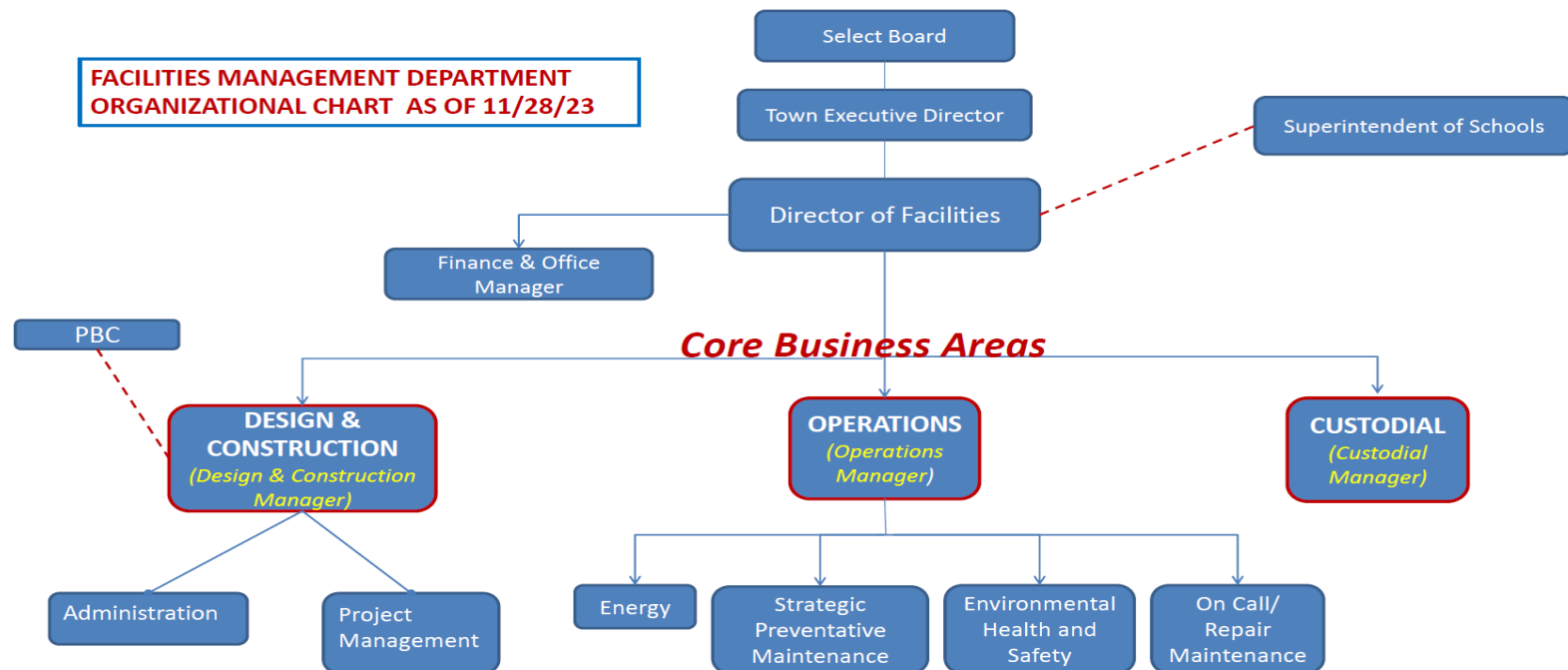
Department Head: Meghan Jop, Executive Director

Org	Object	Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01199200	523010	Water		1,910	1,490	1,529	1,000	1,100	100	10.00%
01199200	524030	Equipment Maintenance Contracts	Maintenance for 2 copiers	4,987	4,624	1,132	9,000	9,000	-	0.00%
01199200	534020	Telephone Usage	Telephone & Cell Phone monthly charges.			-	-		-	0.00%
01199200	534025	Telephone Repairs				-	-		-	0.00%
01199200	542010	Office Supplies	Centralized Office Supply Account for all of Townhall - administered by Treasurers Office	752	-	1,879	2,000	2,000	-	0.00%
01199200	542020	Copier Supplies	Centralized paper for all Town Hall copiers, printers & faxes.	2,841	4,117	6,285	2,500	2,500	-	0.00%
01199200	542090	Other Supplies/Copy Charges	Beginning FY2011 Copy charges will not be charged back to departments.			-			-	0.00%
011998xx	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year			2,800			-	0.00%
Total Expenses				\$ 10,491	\$ 10,231	\$ 13,625	\$ 14,500	\$ 14,600	100	0.69%

Facilities Management Department

Mission Statement

To treat department managers as highly valued customers, by being responsive to their facility needs and allowing them to focus on their own core missions. Facilities will be professionally managed, operated and maintained in an efficient manner and within established budgets. FMD shall maximize service life of facilities and equipment, protecting valuable public assets, through regular preventive maintenance and collaboratively prepared long-term capital plans. FMD staff recognizes the uniqueness of each department's building and operational needs and accomplishes their work in a way that minimizes service interruption. Sustainability and energy efficiency are at the forefront of all FMD operations and practices, and staff shall endeavor to incorporate these into all aspects of their work.



Department Description

The Town of Wellesley Facilities Management Department (FMD) was created by Town Meeting vote in March 2012 and officially began operations on July 1, 2012. Overseen by the Town's Executive Director of Government Services, the department falls under the jurisdiction of the Select Board. The FMD is responsible for the operation and maintenance of all schools and municipal buildings in the Town, as well as all aspects of capital planning, design and construction. The Municipal Light Plant manages their own buildings with some support from FMD. In July 2016 the FMD assumed custodial and maintenance responsibilities for eight Department of Public Works (DPW) buildings. FMD does not have established budgets to support the DPW's Water/Sewer buildings at the Municipal Way campus, as these are enterprise funded. Instead, FMD uses a charge back process to account for FMD costs incurred for these buildings.

The FMD is responsible for custodial service, maintenance/operations, capital planning and project management for twenty-nine (29) buildings, totaling over 1.2 million square feet, with a staff of 72.6 FTEs. There is also a 0.50 FTE DPW custodian paid for with enterprise funds not included in this count. The staff currently includes a director, seven managers, eight maintenance technicians, 52.6 FTE custodians, a project financial analyst, an administrative assistant, finance manager and office assistant. The FMD assumed building maintenance and custodial responsibility for the Tolles-Parsons Senior Center when it opened in September 2017. In FY18, the PBC and Select Board agreed to move salaries for the two existing PBC staff positions into the FMD's budget. These positions, Project Manager and Assistant Project Manager (formerly Projects Assistant), are primarily assigned to support PBC projects. This organizational change yielded tremendous operational efficiencies in the FMD and improved support services to the PBC. The inventory of buildings for which FMD has responsibility includes the ten schools, Field House at Sprague, three libraries, two fire stations, the Police Station, Town Hall, Warren Building, Morses Pond bathhouse and the Senior Center. The DPW buildings for which FMD assumed responsibilities in FY17 are two garages and the administration building on the Municipal Way campus and five buildings at the Recycling and Disposal Facility (RDF). In 2024 FMD assumed responsibility for the new Hunnewell School, New Hardy School and the renovated Town Hall. Although closed for use, the former Upham School is also maintained by FMD, until such time that permanent plans are made for the building and site.

FMD's central office has been located in leased space in an office building at 888 Worcester Street since June 2015, for which the Town secured its second 5-year lease in June 2020, which will end in June 2025. The lease cost is included in FMD's operational budget. FMD will again be required to solicit bids for leased space in FY26.

The organizational structure of the FMD has three core business areas: custodial, operations (maintenance/energy/safety), and design & construction (including capital planning), each of which is overseen by a professional manager that reports to the Facilities Director. Preventive maintenance practices are a focus of the department, as are custodial procedures which incorporate “green cleaning” supplies, equipment, and techniques. Capital projects are identified during planning through a collaborative approach with department heads and school principals. Planning, design and construction is managed within the Department and also through outside design professionals. Building projects costing \$500,000 or more are managed by the Town’s Permanent Building Committee (PBC). The FMD’s Design & Construction Manager (DCM) leads FMD’s efforts in supporting the day-to-day business of the PBC. The FMD’s Operations Manager (OM) is charged with managing energy consumption, with an eye towards sustainability issues. The OM is charged with addressing the changing needs of the department and its focus on preventive maintenance and strategic replacement of building systems, while continuing energy management. Maintenance work is primarily accomplished using FMD staff; however, certain work is outsourced based on criteria including cost effectiveness, technical capabilities/specialty work, and backlog. The FMD utilizes a cloud-based, computerized maintenance management system (CMMS) to document and track repairs and preventive maintenance work, and processes approximately 1,500 maintenance work order requests annually.

FMD staff includes both union and non-union employees. Non-union staff include the managers and central office staff, while all full-time custodians and maintenance staff belong to a union or association (Libraries). The American Federation of State, County, and Municipal Employees (AFSCME), Council 93, Local 49 represents custodians and maintenance in all FMD buildings except the Libraries on collective bargaining issues. Custodians working in the Libraries are members of the Wellesley Free Library Staff Association union. The Library Association agreement and the AFSCME agreement both expire on June 30, 2026.

FY2026 Goals

FMD’s operationally related goals focus on providing the best day-to-day work and learning environments in all twenty-nine of the buildings that we maintain, as evidenced by the national green cleaning award that our custodial team received in 2018. The Design & Construction group will continue to provide day-to-day support to the Permanent Building Committee (PBC) as they continue to make progress on a challenging \$111M building construction program, which the Town faces over the next six years.

Specific operational goals for FY26 are related to the successful operation of three new/renovated buildings: New Hunnewell school, New Hardy school and the renovated Town Hall. In particular, FMD will focus on actual energy use in these all-electric buildings compared to expected usage from the consultant’s energy models prepared during design. For the past several years FMD benefited

from relatively low third-party natural gas contracts; however, the newest contract has substantially higher unit cost rate, so FMD will again endeavor to minimize usage through maintenance and operations.

FMD's Design & Construction (D&C) team will manage the construction phase of the HVAC renovation project at the Warren Building and oversee the design and bidding of the new RDF Administration Building in FY26. The D&C group will assume the role of Owner's Project Manager (OPM) on these projects as they have done for many other major building projects, while supporting the PBC.

Total Budget Request

The FMD's FY26 Operating Budget Request provides for the continued successful operation and maintenance of the buildings within its purview, including the new and renovated buildings. ***Overall, we are requesting \$10,208,362, a 3.85% increase over our FY25 budget, which is within the established budget guidelines.***

Additional information regarding the personal services and expenses components of the budget is provided.

Personal Services

Overall, the personal services budget increase is \$165,410 or 2.97% for FY26.

The personal services budget is comprised of two items:

1. *Cost-of-Living Allowance (COLA):* The guideline 2% increase for personal services was followed for Series 50 and 60 employees and 3% for 40 Series employees. The contractual increase for the AFSCME union is 2% and for the Library Association positions it is 3%. ***The budgeted cost of living increase for these employees is \$106,609.***
2. *Net Salary Change:* This item includes changes to steps, longevity, and other adjustments. Both union and non-union hourly employees have compensation based on increasing salary rates per "steps" over time, with an upper limit. These employees also have a lump sum "longevity" allowance, which is paid to them each year after they reach a certain milestone. In addition, part-time employees covered by the Library Association's contract receive step increases based upon the number of hours worked. ***The budgeted cost for net salary change is \$58,801.***

The overall 2.97% increase in personal services is summarized in the table below:

<i>Increase Component</i>	<i>Cost Increase</i>
COLA	\$106,609
Net Salary Change	\$58,801
Total Increase	\$165,410

Expenses

The overall expense budget increase request is \$213,238 or 5% for FY26, which is within the 5% increase established for the FMD. The 5% guideline is slightly higher than the 3% established for most other departments. This is to account for the higher natural gas contract prices, and to also account for certain custodial/maintenance items that had previously been purchased through cash-capital budgets and which will now be funded through the operational budget.

Expenses within the FMD budget fall into five general categories: Custodial, Maintenance, Utilities, Vehicle Maintenance, and Central Office. Natural gas budgets were increased to reflect expected higher unit prices. *Moderate increases were taken in non-utility expense items, and some internal adjustments/balancing were made to better align the budget with actual expenses.* A brief description of the items included in each category is provided, with some additional details surrounding the utilities. Expense budgets for DPW Water/Sewer buildings are not included, as these are enterprise-funded functions, so FMD costs associated with these buildings are transferred back to DPW during the fiscal year.

Custodial: This includes cleaning supplies, cleaning equipment and uniforms. Since FMD began operations as a new department in 2012, little to no increases have been taken in custodial expense budget in most years, resulting in a budget shortfall that has been offset by unused utility budgets. In FY26, the custodial expenses were increased to better reflect actual incurred expenses. The total increase for custodial is \$24,402. *This increase represents 11% of the total \$213,238 expense budget increase.*

Maintenance: This includes parts/equipment/supplies for use by in-house maintenance technicians, as well as the cost of out-sourced work to vendors for work which cannot be accomplished by in-house staff. The outsourced maintenance budgets are further itemized to track

preventive maintenance expenses (Building Maintenance) and repair maintenance (Other Contractual Services). Since FMD began operations as a new department in 2012, little to no increases have been taken in maintenance expense budget in most years, resulting in a budget shortfall that has been offset by unused utility budgets. In FY26, the custodial expenses were increased to better reflect actual incurred expenses. The total increase for maintenance is \$63,245. ***This increase represents 30% of the total \$213,238 expense budget increase.***

Vehicle Maintenance: There are nine existing vehicles in the FMD. The five sub-budgets within this category provide for gasoline, parts/supplies/equipment and outsourced repair and preventive maintenance of these vehicles, which cannot be performed by FMD. ***No increase.***

Utilities: There are six budgets within this category. Telephone service charges and telephone repairs are not part of the FMD's responsibilities.

Electricity: This is the largest utility cost, and the Town has been fortunate to have had minimal increases only over the past several years. The Wellesley Municipal Light Plant (MLP) has informed us that we should **NOT** budget for an increase in the price of electricity for FY26. ***No increase is budgeted for electricity.***

Natural Gas: This is the second largest utility cost. Our gas cost has two components: a National Grid (NGrid) cost to deliver the gas locally and a third party supplier from whom the Town contracts for commodity and transmission costs. FMD closely monitors and tracks gas costs in the market all year. In March 2020, the FMD secured a very favorable, three-year contract for FY22, FY23 and FY24 from a third party supplier; however, this contract ended in April 2024. The unit rates in our new commodity contract are significantly higher than those in the contract that ended in April 2024.

FMD considered actual NG usage over the past three years, as well as the NGrid and commodity increases to establish individual NG budgets at each building which reflect these changes. The increase in square footage of all-electric buildings (Hunnewell, Hardy, and Warren) will help offset the impact of the higher gas prices

Since NGrid costs make up only about half of our total natural gas cost, we are budgeting one-half of the 10% increase, or a 5% net increase for FY26. The other half of the natural gas cost increase comes from the higher commodity contract, for which we are budgeting for an increase of 10%. ***The total natural gas increase is \$93,421, which represents 44% of the total \$213,238 expense budget increase.***

Water and Sewerage: These utilities are provided by the DPW and Massachusetts Water Resources Authority and managed locally by the DPW. Per DPW a 4% increase is assumed for water and a 10% increase is assumed for sewerage. The total increase for water is \$5,434 and for sewerage is \$16,736. ***This increase represents 10% of the total \$213,238 expense budget increase.***

School Trash and Recycling: FMD is currently in a year-to-year contract with a vendor to haul waste and single-stream recycling. The single-stream recycling program has increased overall recycling in the schools. We are continuing to work with the DPW's staff at the Recycling & Disposal Facility (RDF) to investigate options for FY26, which could include the RDF taking over some or all of this work, continued outsourcing of this work, or a combination of the two options ***No increase.***

FMD Office Lease Cost: Because FMD's current lease ends in FY25, we will be required to solicit bids for a new lease. This means that FMD could remain at the current space at 888 Worcester Street or be required to move to new space – depending upon the results of the solicitation. The lease rate will be fixed for five (5) years, as past leases were. A \$10,000 increase over the current lease is assumed for FY26. ***This increase represents 5% of the total \$213,238 expense budget increase.***

The overall 5% increase in total expenses is summarized in the table below:

<i>Increase Component</i>	<i>Cost Increase</i>
Electricity	\$0
Natural Gas	\$93,421
Water-Sewer	\$22,170
Building Maintenance, Building & Custodial M&R Supplies	\$87,647
Office Lease	\$10,000
<i>Total Increase</i>	<i>\$213,238</i>

Climate Action Plan

Sustainability and adherence to the goals of the Town's Climate Action Plan are of critical importance to the FMD. In fact, one of the key tenets of our mission statement states "*Sustainability and energy efficiency are at the forefront of all FMD operations and practices, and staff shall endeavor to incorporate these into all aspects of their work.*" FMD addresses these goals through our daily operations and through capital projects. Energy management is one of the primary responsibilities of FMD's Operations Manager. In addition to tracking use, he is responsible for all aspects of cash-capital projects which are deemed to be energy conservation measures (ECMs). For the past several years our ECMs have included LED Lighting projects, HVAC Recommissioning projects and HVAC Controls upgrade projects. Each of these types of projects results in energy reduction and a commensurate reduction in greenhouse gases. As part of FMD's cash-capital presentation to the Select Board in November 2024, FMD's Director explained the benefits of the LED program in detail, including reduction of CO2 gases.

For FY26 FMD is proposing cash-capital projects that will continue our goal of greenhouse gas reduction:

1. HVAC Recommissioning at DPW Park & Highway, Sprague School, Bates School and the Middle School Buildings: These four projects totaling \$355,000 are part of an extraordinary preventative maintenance program to recommission HVAC equipment to ensure maximum efficiency at all FMD buildings on a 5 to 7-year cycle.
2. HVAC Controls Upgrades at DPW Administration, Water/Sewer Buildings and the main software/network that supports the Town's proprietary "Metasys" controls system. These projects totaling \$180,000 are part of a regular preventative maintenance program to ensure that critical HVAC controls are kept up-to-date.
3. The two new schools, renovated Town Hall and eventual HVAC renovation at Warren will all have all-electric building systems, which meet the Town's *Municipal Sustainable Building Guidelines*.



Town of Wellesley

FY2026 Budget Request

Facilities Management Department Operating Request

Department: 192

Department Head: Joseph McDonough, Facilities Director

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Change FY25-26
Subtotal, Personal Services	\$ 4,789,882	\$ 4,849,468	\$ 5,082,488	\$ 5,565,270	\$ 5,730,680	\$ 165,410	2.97%
Benefits, new position						-	
	4,789,882	4,849,468	5,082,488	5,565,270	5,730,680	\$ 165,410	2.97%
Expenses	3,274,363	3,402,690	3,524,645	4,264,443	4,477,682	\$ 213,238	5.00%
Encumbrances	-	-	108,764	-	-	\$ -	0.00%
Subtotal, Expenses	3,274,363	3,402,690	3,633,409	4,264,443	4,477,682	\$ 213,238	5.00%
TOTAL	\$ 8,064,245	\$ 8,252,158	\$ 8,715,898	\$ 9,829,713	\$ 10,208,362	\$ 378,649	3.85%

PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
Management and Administration	12.0	12.0	12.0	12.0	12.0
Tradesmen	8.0	8.0	8.0	8.0	8.0
Custodians	52.6	52.6	52.6	54.6	54.6
Total Number of Positions	72.6	72.6	72.6	74.6	74.6

Facilities Management Department FY26 Operating Budget

Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES									
Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192100	511010	Senior Administrators	\$ 164,610	\$ 168,328	\$ 177,154	\$ 181,725	\$ 196,437	\$ 14,712	8.10%
01192100	511130	Manager/Assistant Manager	501,769	514,648	538,367	565,986	577,306	\$ 11,320	2.00%
01192100	511220	Other Professional Staff			2,543			\$ -	0.00%
01192100	511300	Accountant	84,678	87,216	92,304	97,539	99,491	\$ 1,952	2.00%
01192100	511310	Administrative Assistant	62,812	55,236	57,284	70,409	71,817	\$ 1,408	2.00%
01192100	511330	Custodians	25,331	15,078	-	-		\$ -	0.00%
01192100	511340	Tradesman	241,541	295,953	311,061	357,802	364,934	\$ 7,132	1.99%
01192100	511370	Clerical	55,565	59,860	59,195	61,100	62,928	\$ 1,828	2.99%
01192100	512050	Temporary Custodians/Laborer	-	-	-	-		\$ -	0.00%
01192100	513110	Emergency Overtime	-	-	-	-		\$ -	0.00%
01192100	513120	Scheduled Overtime	1,443	10,223	9,723	1,780	1,815	\$ 36	2.00%
01192100	514010	Shift Differential	-	-	-	-		\$ -	0.00%
01192100	515050	Longevity	524	769	8	1,900	2,300	\$ 400	21.05%
01192101	511330	Custodians	118,033	121,359	125,429	127,468	125,859	\$ (1,610)	-1.26%
01192101	513120	Scheduled Overtime	22,637	18,000	8,643	12,358	12,605	\$ 247	2.00%
01192101	513110	Emergency Overtime	1,188	299	-	568	579	\$ 11	2.00%
01192101	514010	Shift Differential	-	-	-	-		\$ -	0.00%
01192101	515050	Longevity	1,319	-	13	2,300	1,450	\$ (850)	-36.96%
01192102	511330	Custodians	115,491	120,250	126,524	127,468	130,022	\$ 2,553	2.00%
01192102	513120	Scheduled Overtime	6,687	6,120	3,915	8,903	9,081	\$ 178	2.00%
01192102	513110	Emergency Overtime	1,247	475	-	568	579	\$ 11	2.00%
01192102	515050	Longevity	875	-	857	2,400	2,600	\$ 200	8.33%
01192103	513120	Scheduled Overtime	1,322	4,186	1,323	9,000	9,180	\$ 180	2.00%
01192104	513120	Scheduled Overtime	-	-	-	3,000	3,060	\$ 60	2.00%
01192107	511330	Custodians	127,989	131,540	135,915	142,771	146,494	\$ 3,722	2.61%
01192107	513120	Scheduled Overtime	17,095	24,659	26,247	5,936	14,480	\$ 8,544	143.94%
01192107	513110	Emergency Overtime	711	1,499	511	568	579	\$ 11	2.00%
01192107	515050	Longevity	831	-	14	2,400	2,600	\$ 200	8.33%
01192110	511330	Custodians	10,120	16,830	29,645	29,023	29,604	\$ 581	2.00%
01192110	513110	Emergency Overtime	42	54	-	-	-	\$ -	0.00%

Facilities Management Department FY26 Operating Budget

Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192110	513120	Scheduled Overtime	1,519	1,052	3,763	4,257	4,342	\$ 85	2.00%
01192110	513125	Scheduled Non-Program Overtime					-	\$ -	0.00%
01192111	511330	Custodians	129,599	131,676	136,385	152,786	148,146	\$ (4,640)	-3.04%
01192111	513120	Scheduled Overtime	10,625	9,278	11,662	13,251	13,516	\$ 265	2.00%
01192111	513110	Emergency Overtime	1,660	307	729	835	852	\$ 17	2.00%
01192111	513111	Class 1 Overtime	-	-	-	398	406	\$ 8	2.00%
01192111	513125	Scheduled Non-Program Overtime	-	-	-	-	-	\$ -	0.00%
01192111	515050	Longevity	211	-	9	1,450	1,550	\$ 100	6.90%
01192112	511330	Custodians	139,148	143,642	149,088	156,491	159,626	\$ 3,134	2.00%
01192112	513120	Scheduled Overtime	4,501	5,935	7,661	9,813	10,009	\$ 196	2.00%
01192112	513110	Emergency Overtime	1,497	619	973	853	870	\$ 17	2.00%
01192112	513111	Class 1 Overtime	-	-	-	398	406	\$ 8	2.00%
01192112	515050	Longevity	876	-	9	1,450	2,600	\$ 1,150	79.31%
01192113	511330	Custodians	113,154	115,544	116,412	214,212	216,385	\$ 2,173	1.01%
01192113	513120	Scheduled Overtime	6,113	1,685	1,611	5,043	5,144	\$ 101	2.00%
01192113	513110	Emergency Overtime	1,314	381	931	853	984	\$ 131	15.36%
01192113	513111	Class 1 Overtime	-	-	-	398	406	\$ 8	2.00%
01192113	515050	Longevity	492	-	-	1,900	1,050	\$ (850)	-44.74%
01192113	513125	Scheduled Non-Program Overtime	87	-	-	-	-	\$ -	0.00%
01192114	511330	Custodians	105,769	72,125	85,066	197,080	210,681	\$ 13,601	6.90%
01192114	513120	Scheduled Overtime	11,889	1,196	5,042	5,043	6,918	\$ 1,875	37.18%
01192114	513125	Scheduled Non-Program Overtime	-	-	-	-	-	\$ -	0.00%
01192114	513110	Emergency Overtime	1,679	-	-	853	870	\$ 17	2.00%
01192114	513111	Class 1 Overtime	-	-	-	398	406	\$ 8	2.00%
01192114	513160	Other Overtime					-	\$ -	0.00%
01192114	515050	Longevity	489	-	-	850	1,050	\$ 200	23.53%
01192115	511330	Custodians	154,282	167,785	176,854	182,988	186,652	\$ 3,664	2.00%
01192115	513120	Scheduled Overtime	17,265	147	15,254	8,013	11,490	\$ 3,477	43.39%
01192115	513110	Emergency Overtime	1,681	750	785	853	870	\$ 17	2.00%
01192115	513111	Class 1 Overtime	-	-	-	398	406	\$ 8	2.00%
01192115	513125	Scheduled Non-Program Overtime	76	149	178	-	-	\$ -	0.00%
01192115	515050	Longevity	245	-	21	2,300	2,500	\$ 200	8.70%
01192116	511330	Custodians	114,933	120,490	125,543	127,468	130,022	\$ 2,553	2.00%

Facilities Management Department FY26 Operating Budget

Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192116	513120	Scheduled Overtime	5,557	7,177	7,426	5,043	5,760	\$ 717	14.22%
01192116	513110	Emergency Overtime	1,128	467	860	853	1,171	\$ 318	37.29%
01192116	513111	Class 1 Overtime	-	-	-	398	406	\$ 8	2.00%
01192116	513125	Scheduled Non-Program Overtime					-	\$ -	0.00%
01192116	515050	Longevity	815	-	15	2,300	2,500	\$ 200	8.70%
01192117	511330	Custodians	107,462	114,026	120,517	-		\$ -	0.00%
01192117	513120	Scheduled Overtime	4,007	4,254	2,784	16,772	17,107	\$ 335	2.00%
01192117	513125	Scheduled Non-Program Overtime	-	-	-	-	-	\$ -	0.00%
01192117	513110	Emergency Overtime	942	243	448	-	-	\$ -	0.00%
01192117	513111	Class 1 Overtime	-	-	-	-	-	\$ -	0.00%
01192117	515050	Longevity	-	781	8	-		\$ -	0.00%
01192121	511330	Custodians	598,658	559,576	534,003	624,809	663,316	\$ 38,507	6.16%
01192121	513120	Scheduled Overtime	22,402	43,168	43,233	18,006	27,677	\$ 9,671	53.71%
01192121	513110	Emergency Overtime	3,379	2,537	1,247	1,421	1,450	\$ 28	2.00%
01192121	513111	Class 1 Overtime	-	-	-	1,762	1,798	\$ 35	2.00%
01192121	513125	Scheduled Non-Program Overtime	1,341	376	(58)	-	-	\$ -	0.00%
01192121	515050	Longevity	4,495	-	43	6,050	6,550	\$ 500	8.26%
01192131	511330	Custodians	599,087	606,325	664,351	726,155	710,654	\$ (15,501)	-2.13%
01192131	513120	Scheduled Overtime	17,835	21,155	33,579	16,815	21,106	\$ 4,291	25.52%
01192131	513110	Emergency Overtime	2,520	980	1,496	1,488	1,518	\$ 30	2.00%
01192131	513111	Class 1 Overtime	(1)	(137)	-	1,136	1,159	\$ 23	2.00%
01192131	513125	Scheduled Non-Program Overtime	(47)	5,512	(1,374)	-	-	\$ -	0.00%
01192131	515050	Longevity	-	-	27	5,650	2,400	\$ (3,250)	-57.52%
01192132	511330	Custodians	-	-	-			\$ -	0.00%
01192132	511340	Tradesman	296,191	306,709	320,686	333,063	344,049	\$ 10,987	3.30%
01192132	513120	Scheduled Overtime	2,085	1,674	2,268	-	2,007	\$ 2,007	0.00%
01192132	513125	Scheduled Non-Program Overtime	-	-	-	-	-	\$ -	0.00%
01192132	513110	Emergency Overtime	1,875	609	956	3,343	3,410	\$ 67	2.00%
01192132	515050	Longevity	1,124	-	17	2,900	2,700	\$ (200)	-6.90%
01192139	511330	Custodians	87,797	66,747	54,616	55,521	59,207	\$ 3,686	6.64%
01192139	512050	Temporary Custodians/Laborer		10,254	59,004	90,180	92,886	\$ 2,705	3.00%
01192139	513110	Emergency Overtime					-	\$ -	0.00%
01192139	513120	Scheduled Overtime			(64)		-	\$ -	0.00%

Facilities Management Department FY26 Operating Budget

Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192139	513126	Community Service OT	2,891	6,058	2,531	4,547	4,638	\$ 91	2.00%
01192139	515060	Custodians-On Call/Standby	-	-	-	5,100	5,100	\$ -	0.00%
01192139	519020	Sick Leave/Vacation Buyback	-	-	-	-	-	\$ -	0.00%
01192140	511330	Custodian-Floater	-	-	-	-	-	\$ -	0.00%
01192141	513110	Emergency Overtime	2,698	480	1,159	-	1,442	\$ 1,442	0.00%
01192141	513120	Scheduled Overtime	1,502	11,533	9,989	-	7,674	\$ 7,674	0.00%
01192141	511330	Custodians	-	-	-	52,055	52,676	\$ 621	1.19%
01192142	511330	Custodians	44,036	46,925	51,222	54,412	58,007	\$ 3,595	6.61%
01192142	513110	Emergency Overtime	400	307	1,167	-	-	\$ -	0.00%
01192142	513120	Scheduled Overtime	1,825	1,485	4,036	1,490	1,520	\$ 30	2.00%
01192142	515050	Longevity	-	-	-	-	-	\$ -	0.00%
01192146	515050	Longevity	-	-	-	-	-	\$ -	0.00%
01192146	513110	Emergency Overtime	-	-	-	-	-	\$ -	0.00%
01192146	513120	Scheduled Overtime	9,594	10,177	11,375	-	-	\$ -	0.00%
01192147	511330	Custodians	30,524	32,833	38,010	37,678	39,254	\$ 1,576	4.18%
01192147	513120	Scheduled Overtime	-	-	-	-	-	\$ -	0.00%
01192147	515050	Longevity	-	-	-	-	-	\$ -	0.00%
01192161	511330	Custodians	156,620	162,976	165,908	178,709	164,529	\$ (14,180)	-7.93%
01192161	513120	Scheduled Overtime	28,804	33,495	31,982	3,735	17,737	\$ 14,002	374.86%
01192161	513110	Emergency Overtime	1,756	865	3,054	869	1,416	\$ 547	62.96%
01192161	515050	Longevity	-	-	500	750	500	\$ (250)	-33.33%
01192163	511330	Custodians	14,408	10,264	14,051	19,332	19,912	\$ 581	3.00%
01192163	513110	Emergency Overtime	170	-	-	-	-	\$ -	0.00%
01192163	513120	Scheduled Overtime	1,300	6,962	4,538	-	4,266	\$ 4,266	0.00%
01192163	514010	Shift Differential	1,285	596	-	2,096	2,096	\$ -	0.00%
01192175	511330	Custodians	53,119	50,989	55,935	58,046	59,207	\$ 1,162	2.00%
01192175	513110	Emergency Overtime	700	206	93	1,399	1,427	\$ 28	2.00%
01192175	513120	Scheduled Overtime	6,757	4,053	5,219	1,215	3,315	\$ 2,100	172.78%
01192175	513125	Scheduled, non program OT	73	960	2,522	10,464	10,673	\$ 209	2.00%
01192175	515050	Longevity	-	-	850	950	1,050	\$ 100	10.53%
01192185	511130	Project Manager	222,111	226,820	236,388	246,389	251,318	\$ 4,928	2.00%
01192185	511370	Projects Financial Analyst	67,694	63,707	51,219	68,765	70,139	\$ 1,374	2.00%
		Total Personal Services	4,789,882	4,849,468	5,082,488	5,565,270	5,730,680	\$ 165,410	2.97%

Facilities Management Department FY26 Operating Budget

Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
EXPENSES									
Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192200	517020	Medical Check-up	195	130	75			\$ -	0.00%
01192200	517050	Professional Licenses	930	590	856			\$ -	0.00%
01192200	521010	Electricity	-	1,402	-			\$ -	0.00%
01192200	521020	Natural Gas	-	1,877	9			\$ -	0.00%
01192200	524010	Building Maintenance	-	7,328	7,695			\$ -	0.00%
01192200	524090	Other Contractual Services	-	-	-			\$ -	0.00%
01192200	524091	Other Contractual Services: Custodians	850	-	-			\$ -	0.00%
01192200	527010	Building Rental/Lease	96,000	96,000	96,000	96,000	106,000	\$ 10,000	10.42%
01192200	527030	Equipment Rental/Lease	323	379	323			\$ -	0.00%
01192200	527050	Copier Rental/Lease	1,310	4,233	4,718	3,255	3,255	\$ -	0.00%
01192200	530400	Network & Information Services	-	-	-		-	\$ -	0.00%
01192200	530500	Training and Development	2,734	2,855	499	4,613	4,613	\$ -	0.00%
01192200	530510	Continuing Education	-	-	937		-	\$ -	0.00%
01192200	530900	Other Professional Services	-	13,950	2,195		-	\$ -	0.00%
01192200	534010	Postage	100	40	-		-	\$ -	0.00%
01192200	534020	Telephone	-	-	-		-	\$ -	0.00%
01192200	534030	Advertising - General	178	530	967		-	\$ -	0.00%
01192200	534035	Advertising - Employment	-	-	-		-	\$ -	0.00%
01192200	534050	Telecommunications	3,131	3,065	3,178	2,645	2,645	\$ -	0.00%
01192200	534080	Software Licenses	-	11,005	4,704	19,050	19,050	\$ -	0.00%
01192200	541010	Gasoline	-	-	-		-	\$ -	0.00%
01192200	542010	Office Supples	9,584	12,731	6,388	2,511	2,511	\$ -	0.00%
01192200	542090	Other General Supplies	336	408	511	203	203	\$ -	0.00%
01192200	542130	Work Clothing	671	(84)	-	13,067	13,067	\$ -	0.00%
01192200	542150	Shoes/Boots	-	8,094	-	12,800	12,800	\$ -	0.00%
01192200	543010	Building M&R Supplies	565	(14)	361			\$ -	0.00%
01192200	543060	Custodial M&R Supplies	1,140	-	17			\$ -	0.00%
01192200	543090	Other M&R Supplies	-	7	-		-	\$ -	0.00%
01192200	571010	Travel - Mileage	2,523	2,740	2,549	2,148	2,148	\$ -	0.00%

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Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192200	571090	Travel - Other			-		-	\$ -	0.00%
01192200	571110	Conf/Mtgs-Administrators	464	17	240		-	\$ -	0.00%
01192200	573010	Dues - Administrators	1,180	1,210	1,320		-	\$ -	0.00%
01192200	583010	Furniture	-	-	-		-	\$ -	0.00%
01192200	583120	Office Machine Replacement	829	-	-	5,000	5,000	\$ -	0.00%
01192201	521010	Electricity	31,037	21,596	(730)	63,000	63,000	\$ -	0.00%
01192201	521020	Natural Gas	12,047	13,929	(517)			\$ -	0.00%
01192201	521030	Fuel Oil	-	-	-	1,500	1,500	\$ -	0.00%
01192201	523010	Water	1,326	1,609	103	3,000	3,120	\$ 120	4.00%
01192201	523020	Sewerage	1,301	743	2,338	5,000	5,500	\$ 500	10.00%
01192201	524010	Building Maintenance	8,555	10,560	-	35,000	39,043	\$ 4,043	11.55%
01192201	524010	Grounds Maintenance			-	2,500	2,500	\$ -	0.00%
01192201	524030	Equipment Maintenance	-	-		1,000	1,000	\$ -	0.00%
01192201	524090	Other Contractual Services	3,265	-	2,850	5,000	5,000	\$ -	0.00%
01192201	524091	Other Cont Scvs: Custodian	-	-	-	2,500	2,500	\$ -	0.00%
01192201	527010	Building Rental/Lease	-	-	-			\$ -	0.00%
01192201	527031	Equip Svc/Repair: Custodian	771	-	-		-	\$ -	0.00%
01192201	529020	Rubbish/Garbage Pickup	-	-	-	1,500	1,500	\$ -	0.00%
01192201	529050	Recycled Materials Disposal	-	-	-	1,500	1,500	\$ -	0.00%
01192201	542130	Work Clothing	1,371	-	-		-	\$ -	0.00%
01192201	543010	Building M&R Supplies	13,373	3,087	44	5,000	5,578	\$ 578	11.55%
01192201	543060	Custodial M&R Supplies	8,535	4,969	335	8,000	8,924	\$ 924	11.55%
01192201	571010	Travel-Mileage	-	-			-	\$ -	0.00%
01192202	521010	Electricity	55,063	58,614	65,980	66,759.00	66,759	\$ -	0.00%
01192202	521020	Natural Gas	15,008	16,234	20,550	38,415	42,257	\$ 3,842	10.00%
01192202	523010	Water	1,151	2,820	1,073	4,780	4,971	\$ 191	4.00%
01192202	523020	Sewerage	2,948	5,361	2,413	5,651	6,216	\$ 565	10.00%
01192202	524010	Building Maintenance	9,669	24,285	12,553	9,815	10,949	\$ 1,134	11.55%
01192202	524015	Grounds Maintenance	-	-	1,118		-	\$ -	0.00%
01192202	524030	Equipment Maintenance	-	-	-		-	\$ -	0.00%
01192202	524031	Maintenance - painting	-	-	-		-	\$ -	0.00%
01192202	524090	Other Contractual Services	5,085	3,236	10,809	5,563	5,563	\$ -	0.00%
01192202	524091	Other Contractual Services: Custodians	1,490	2,185	2,000		-	\$ -	0.00%

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Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192202	527030	Equipment Rental/Lease	-	-	-		-	\$ -	0.00%
01192202	527031	Equip Svc/Repair: Custodian	1,883	2,136	1,105	737	737	\$ -	0.00%
01192202	542130	Work Clothing	1,326	-	-		-	\$ -	0.00%
01192202	543010	Building M&R Supplies	2,612	11,071	4,377	5,253	5,860	\$ 607	11.55%
01192202	543060	Custodial M&R Supplies	8,664	6,397	5,443	4,197	4,682	\$ 485	11.55%
01192202	571010	Travel-Mileage	-	-	-		-	\$ -	0.00%
01192202	578015	Late Fees/Interest Charges	-	-	-		-	\$ -	0.00%
01192203	521010	Electricity	25,348	27,836	30,244.68	42,338.10	42,338	\$ -	0.00%
01192203	521020	Natural Gas	32,235	27,857	26,332	48,496	53,346	\$ 4,850	10.00%
01192203	523010	Water	1,462	2,279	1,749	4,276	4,447	\$ 171	4.00%
01192203	523020	Sewerage	5,245	5,875	6,388	8,682	9,550	\$ 868	10.00%
01192203	524010	Building Maintenance	11,853	14,015	16,139	9,509	10,607	\$ 1,098	11.55%
01192203	524030	Equipment Maintenance	-	-	-		-	\$ -	0.00%
01192203	524090	Other Contractual Services	4,926	-	24,876	9,519	9,519	\$ -	0.00%
01192203	524091	Other Contractual Services-Custodian	-	885	340	1,538	1,538	\$ -	0.00%
01192203	527031	Equip Svc/Repair: Custodian	888	1,788	1,135	1,141	1,141	\$ -	0.00%
01192203	542130	Work Clothing	-	-	-		-	\$ -	0.00%
01192203	543010	Building M&R Supplies	13,376	2,697	5,033	3,507	3,912	\$ 405	11.55%
01192203	543060	Custodial M&R Supplies	8,818	5,939	5,628	5,490	6,124	\$ 634	11.55%
01192203	571010	Travel-Mileage	-	-	-		-	\$ -	0.00%
01192204	543060	Custodial M&R Supplies	-	-	-		-	\$ -	0.00%
01192207	521010	Electricity	37,940	46,454	52,290	42,635.25	42,635	\$ -	0.00%
01192207	521020	Natural Gas	18,260	17,097	15,196	24,360	26,796	\$ 2,436	10.00%
01192207	523010	Water	1,127	2,269	2,176	6,880	7,155	\$ 275	4.00%
01192207	523020	Sewerage	1,743	2,424	2,437	3,700	4,070	\$ 370	10.00%
01192207	524010	Building Maintenance	18,489	33,132	20,385	14,615	16,303	\$ 1,688	11.55%
01192207	524030	Equipment Maintenance	-	-	98		-	\$ -	0.00%
01192207	524031	Maintenance - painting	-	-	-		-	\$ -	0.00%
01192207	524090	Other Contractual Services	13,577	32,625	2,137	10,010	10,010	\$ -	0.00%
01192207	524091	Other Contract Svcs: Custodian	755	755	755		-	\$ -	0.00%
01199207	527030	Equipment Rental/Lease	1,242	1,075	-		-	\$ -	0.00%
01192207	527031	Equip Svc/Repair: Custodian	2,429	1,658	3,315	784	784	\$ -	0.00%
01192207	542130	Work Clothing	1,337	-	-		-	\$ -	0.00%

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Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192207	543010	Building M&R Supplies	10,901	14,742	7,911	5,989	6,681	\$ 692	11.55%
01192207	543060	Custodial M&R Supplies	9,578	8,107	5,923	6,041	6,739	\$ 698	11.55%
01192007	571010	Travel-Mileage	-	-	-		-	\$ -	0.00%
01192210	521010	Electricity	10,354	10,575	10,588	15,920.10	15,920	\$ -	0.00%
01192210	521020	Natural Gas	4,876	4,669	4,933	8,992	9,891	\$ 899	10.00%
01192210	523010	Water	551	786	888	1,482	1,541	\$ 59	4.00%
01192210	523020	Sewerage	1,188	1,193	1,330	2,008	2,209	\$ 201	10.00%
01192210	524010	Building Maintenance	7,741	10,175	7,845	2,140	2,387	\$ 247	11.55%
01192210	524010	Grounds Maintenance	-	-	2,561		-	\$ -	0.00%
01192210	524030	Equipment Maintenance	-	-	-	164	164	\$ -	0.00%
01192210	524090	Other Contractual Services	4,850	-	300	1,768	1,768	\$ -	0.00%
01192210	524091	Other Contract Svcs: Custodian	200	350	200	461	461	\$ -	0.00%
01192210	527030	Equipment Rental/Lease	-	-	-	41	41	\$ -	0.00%
01192210	527031	Equip Svc/Repair: Custodian	940	-	309	323	323	\$ -	0.00%
01192210	529050	Recycled Materials Disposal	-	-	-	2,411	2,411	\$ -	0.00%
01192210	542130	Work Clothing	941	-	-		-	\$ -	0.00%
01192210	543010	Building M&R Supplies	3,297	3,367	4,979	2,889	3,223	\$ 334	11.55%
01192210	543060	Custodial M&R Supplies	7,595	2,282	2,965	2,926	3,264	\$ 338	11.55%
01192210	571010	Travel-Mileage	-	-	-		-	\$ -	0.00%
01192211	513120	Scheduled Overtime	-	-	(196)		-	\$ -	0.00%
01192211	521010	Electricity	27,438	30,301	30,457	49,603.05	49,603	\$ -	0.00%
01192211	521020	Natural Gas	51,970	50,717	57,893	68,162	74,978	\$ 6,816	10.00%
01192211	523010	Water	2,426	3,846	3,765	6,896	7,172	\$ 276	4.00%
01192211	523020	Sewerage	3,688	4,202	4,033	8,323	9,155	\$ 832	10.00%
01192211	524010	Building Maintenance	15,879	32,744	41,446	9,810	10,943	\$ 1,133	11.55%
01192211	524010	Grounds Maintenance	-	-	532		-	\$ -	0.00%
01192211	524030	Equipment Maintenance	-	-	505	1,579	1,579	\$ -	0.00%
01192211	524090	Other Contractual Services	12,160	-	4,187	5,561	5,561	\$ -	0.00%
01192211	524091	Other Cont Svcs: Custodian	600	450	600	1,435	1,435	\$ -	0.00%
01192211	527030	Equipment Rental/Lease	1,233	1,049	-	350	350	\$ -	0.00%
01192211	527031	Equip Svc/Repair: Custodian	7,506	6,084	5,641	1,176	1,176	\$ -	0.00%
01192211	529020	Rubbish/Garbage Pickup	3,391	3,155	3,731	5,861	5,861	\$ -	0.00%
01192211	529020	Trash Disposal	-	-	295		-	\$ -	0.00%

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Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192211	529050	Recycled Materials Disposal	1,210	1,210	1,509	2,411	2,411	\$ -	0.00%
01192211	542130	Work Clothing	1,317	-	-		-	\$ -	0.00%
01192211	543010	Building M&R Supplies	3,690	11,795	10,464	10,664	11,896	\$ 1,232	11.55%
01192211	543060	Custodial M&R Supplies	13,093	16,848	8,431	6,697	7,471	\$ 774	11.55%
01192211	571010	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192212	521010	Electricity	36,878	38,259	39,925	58,109.10	58,109	\$ -	0.00%
01192212	521020	Natural Gas	37,311	35,725	41,944	54,098	59,508	\$ 5,410	10.00%
01192212	523010	Water	2,255	4,643	4,677	8,104	8,428	\$ 324	4.00%
01192212	523020	Sewerage	3,284	5,072	5,242	9,877	10,865	\$ 988	10.00%
01192212	524010	Building Maintenance	28,082	32,555	30,377	6,043	6,741	\$ 698	11.55%
01192212	524015	Grounds Maintenance	-	-	6,661		-	\$ -	0.00%
01192212	524030	Equipment Maintenance	-	-	-	1,097	1,097	\$ -	0.00%
01192212	524090	Other Contractual Services	5,912	3,456	7,203	5,443	5,443	\$ -	0.00%
01192212	524091	Other Contract Svcs: Custodian	455	450	455	615	615	\$ -	0.00%
01192212	527030	Equipment Rental/Lease	1,120	1,111	-	210	210	\$ -	0.00%
01192212	527031	Equip Svc/Repair: Custodian	5,745	3,807	3,761	1,098	1,098	\$ -	0.00%
01192212	529020	Rubbish/Garbage Pickup	5,256	5,420	4,094	5,862	5,862	\$ -	0.00%
01192212	529040	Trash Disposal	-	-	269		-	\$ -	0.00%
01192212	529050	Recycled Materials Disposal	1,210	1,210	1,290	2,411	2,411	\$ -	0.00%
01192212	542130	Work Clothing	1,323	-	-	-	-	\$ -	0.00%
01192212	543010	Building M&R Supplies	15,862	32,127	14,702	8,200	9,147	\$ 947	11.55%
01192212	543060	Custodial M&R Supplies	14,729	16,305	14,536	6,251	6,973	\$ 722	11.55%
01192212	571010	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192213	521010	Electricity	24,720	26,184	26,013	125,000.00	125,000	\$ -	0.00%
01192213	521020	Natural Gas	33,518	35,355	36,113	-	-	\$ -	0.00%
01192213	521030	Fuel Oil	-	-	-	1,500	1,500	\$ -	0.00%
01192213	523010	Water	1,683	3,040	2,521	4,700	4,888	\$ 188	4.00%
01192213	523020	Sewerage	3,698	4,740	3,911	7,000	7,700	\$ 700	10.00%
01192213	524010	Building Maintenance	11,074	12,344	21,297	36,500	40,716	\$ 4,216	11.55%
01192213	524015	Grounds Maintenance	-	-	655	12,500	12,500	\$ -	0.00%
01192213	524030	Equipment Maintenance	-	-	851	2,500	2,500	\$ -	0.00%
01192213	524090	Other Contractual Services	1,697	-	3,725	8,500	8,500	\$ -	0.00%
01192213	524091	Other Contract Svcs: Custodian	1,000	855	955	1,500	1,500	\$ -	0.00%

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01192213	527030	Equipment Rental/Lease	810	702	-	-	-	\$ -	0.00%
01192213	527031	Equip Svc/Repair: Custodian	3,661	657	1,741	2,500	2,500	\$ -	0.00%
01192213	529020	Rubbish/Garbage Pickup	3,644	3,703	3,939	4,000	4,000	\$ -	0.00%
01192213	529020	Trash Disposal	-	-	279		-	\$ -	0.00%
01192213	529050	Recycled Materials Disposal	1,183	1,518	1,548	3,500	3,500	\$ -	0.00%
01192213	542130	Work Clothing	1,472	-	-	-	-	\$ -	0.00%
01192213	543010	Building M&R Supplies	7,943	5,397	2,571	19,000	21,195	\$ 2,195	11.55%
01192213	543060	Custodial M&R Supplies	14,840	11,533	8,759	15,750	17,569	\$ 1,819	11.55%
01192213	571010	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192214	521010	Electricity	17,247	-	41,476	121,000.00	121,000	\$ -	0.00%
01192214	521020	Natural Gas	55,564	-	-	-	-	\$ -	0.00%
01192214	521030	Fuel Oil	-	-	-	1,500	1,500	\$ -	0.00%
01192214	523010	Water	2,815	-	1,159	4,500	4,680	\$ 180	4.00%
01192214	523020	Sewerage	4,619	-	1,051	6,750	7,425	\$ 675	10.00%
01192214	524010	Building Maintenance	12,883	-	2,796	35,000	39,043	\$ 4,043	11.55%
01192214	524015	Grounds Maintenance	-	-	754	20,000	20,000	\$ -	0.00%
01192214	524030	Equipment Maintenance	-	-	-	2,500	2,500	\$ -	0.00%
01192214	524090	Other Contractual Services	1,449	-	-	8,000	8,000	\$ -	0.00%
01192214	524091	Other Cont Scvs: Custodian	700	-	-	2,000	2,000	\$ -	0.00%
01192214	527030	Equipment Rental/Lease	810	-	-	-	-	\$ -	0.00%
01192214	527031	Equip Svc/Repair: Custodian	3,035	-	309	2,500	2,500	\$ -	0.00%
01192214	529020	Rubbish/Garbage Pickup	3,340	-	1,757	4,000	4,000	\$ -	0.00%
01192214	529040	Trash Disposal	-	-	225		-	\$ -	0.00%
01192214	529050	Recycled Materials Disposal	1,264	-	750	3,500	3,500	\$ -	0.00%
01192214	542130	Work Clothing	1,333	-	-	-	-	\$ -	0.00%
01192214	543010	Building M&R Supplies	1,364	-	423	18,000	20,079	\$ 2,079	11.55%
01192214	543060	Custodial M&R Supplies	9,590	-	9,252	15,000	16,733	\$ 1,733	11.55%
01192214	543090	Other M&R Supplies	-	-	-	-	-	\$ -	0.00%
01192215	521010	Electricity	67,872	73,485	80,976	114,901.50	114,902	\$ -	0.00%
01192215	521020	Natural Gas	46,126	44,851	49,513	72,786	80,065	\$ 7,279	10.00%
01192215	523010	Water	2,698	4,346	4,418	13,196	13,724	\$ 528	4.00%
01192215	523020	Sewerage	3,660	4,339	4,337	14,023	15,426	\$ 1,402	10.00%
01192215	524010	Building Maintenance	17,425	22,922	24,315	16,008	17,857	\$ 1,849	11.55%

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01192215	524015	Grounds Maintenance	-	-	1,993		-	\$ -	0.00%
01192215	524030	Equipment Maintenance	2,542	1,480	3,043	1,366	1,366	\$ -	0.00%
01192215	524090	Other Contractual Services	11,273	245	12,377	9,436	9,436	\$ -	0.00%
01192215	524091	Other Contract Svcs: Custodian	700	1,605	-	1,435	1,435	\$ -	0.00%
01192215	527030	Equipment Rental/Lease	1,002	947	-	288	288	\$ -	0.00%
01192215	527031	Equip Svc/Repair: Custodian	5,492	7,118	1,553	1,569	1,569	\$ -	0.00%
01192215	529020	Rubbish/Garbage Pickup	3,149	3,270	3,584	5,861	5,861	\$ -	0.00%
01192215	529040	Trash Disposal	-	-	194		-	\$ -	0.00%
01192215	529050	Recycled Materials Disposal	1,210	1,210	1,419	2,411	2,411	\$ -	0.00%
01192215	542130	Work Clothing	1,423	-	-	-	-	\$ -	0.00%
01192215	543010	Building M&R Supplies	8,062	11,032	20,567	14,262	15,909	\$ 1,647	11.55%
01192215	543060	Custodial M&R Supplies	19,543	15,894	14,422	10,506	11,719	\$ 1,213	11.55%
01192215	571010	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192216	521010	Electricity	47,929	50,519	51,140	68,845.35	68,845	\$ -	0.00%
01192216	521020	Natural Gas	25,735	23,948	27,471	60,519	66,571	\$ 6,052	10.00%
01192216	523010	Water	1,494	2,142	2,342	5,200	5,408	\$ 208	4.00%
01192216	523020	Sewerage	3,134	3,235	3,525	7,357	8,093	\$ 736	10.00%
01192216	524010	Building Maintenance	15,028	18,194	13,135	6,102	6,807	\$ 705	11.55%
01192216	524015	Grounds Maintenance	-	-	1,480		-	\$ -	0.00%
01192216	524030	Equipment Maintenance	-	-	441	1,114	1,114	\$ -	0.00%
01192216	524090	Other Contractual Services	10,154	14,336	9,419	5,694	5,694	\$ -	0.00%
01192216	524091	Other Contract Svcs: Custodian	811	461	811	1,435	1,435	\$ -	0.00%
01192216	527030	Equipment Rental/Lease	1,417	1,704	-	224	224	\$ -	0.00%
01192216	527031	Equip Svc/Repair: Custodian	5,353	6,495	3,080	1,176	1,176	\$ -	0.00%
01192216	529020	Rubbish/Garbage Pickup	3,149	3,324	3,396	5,861	5,861	\$ -	0.00%
01192216	529020	Trash Disposal	-	-	244		-	\$ -	0.00%
01192216	529050	Recycled Materials Disposal	1,210	1,210	1,594	2,411	2,411	\$ -	0.00%
01192216	542130	Work Clothing	1,440	-	-	-	-	\$ -	0.00%
01192216	543010	Building M&R Supplies	4,783	17,882	10,606	9,009	10,050	\$ 1,041	11.55%
01192216	543060	Custodial M&R Supplies	21,288	24,011	12,318	6,697	7,471	\$ 774	11.55%
01192216	571010	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192217	521010	Electricity	26,545	28,510	27,379	8,000.00	8,000	\$ -	0.00%
01192217	521020	Natural Gas	24,886	22,899	28,166	20,000	22,000	\$ 2,000	10.00%

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01192217	523010	Water	2,578	4,136	4,029	400	416	\$ 16	4.00%
01192217	523020	Sewerage	3,980	4,603	4,378	600	660	\$ 60	10.00%
01192217	524010	Building Maintenance	9,848	8,513	12,853	2,500	2,789	\$ 289	11.55%
01192217	524015	Grounds Maintenance	-	-	1,583	5,000	5,000	\$ -	0.00%
01192217	524030	Equipment Maintenance	-	172	-	500	500	\$ -	0.00%
01192217	524090	Other Contractual Services	584	255	-	2,500	2,500	\$ -	0.00%
01192217	524091	Other Contract Svcs: Custodian	800	1,505	-	-	-	\$ -	0.00%
01192217	527030	Equipment Rental/Lease	928	1,000	-	-	-	\$ -	0.00%
01192217	527031	Equip Svc/Repair: Custodian	2,397	6,348	309	500	500	\$ -	0.00%
01192217	529020	Rubbish/Garbage Pickup	3,224	4,529	3,761	250	250	\$ -	0.00%
01192217	529020	Trash Disposal	-	-	339	-	-	\$ -	0.00%
01192217	529050	Recycled Materials Disposal	1,210	1,210	1,419	250	250	\$ -	0.00%
01192217	542130	Work Clothing	1,430	-	-	-	-	\$ -	0.00%
01192217	543010	Building M&R Supplies	2,151	3,467	3,625	2,500	2,789	\$ 289	11.55%
01192217	543060	Custodial M&R Supplies	14,103	11,122	6,399	1,500	1,673	\$ 173	11.55%
01192217	571010	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192221	513120	Scheduled Overtime	52	-	-	-	-	\$ -	0.00%
01192221	521010	Electricity	151,445	167,682	171,852	210,396.90	210,397	\$ -	0.00%
01192221	521020	Natural Gas	170,591	187,455	195,018	281,664	309,830	\$ 28,166	10.00%
01192221	521030	Fuel Oil	178	-	-	-	-	\$ -	0.00%
01192221	523010	Water	7,995	10,672	10,926	16,048	16,690	\$ 642	4.00%
01192221	523020	Sewerage	14,715	13,914	14,487	19,197	21,117	\$ 1,920	10.00%
01192221	524010	Building Maintenance	57,612	77,364	72,721	37,268	41,572	\$ 4,304	11.55%
01192221	524010	Grounds Maintenance	-	-	6,213	-	-	\$ -	0.00%
01192221	524030	Equipment Maintenance	840	2,433	3,638	2,091	2,091	\$ -	0.00%
01192221	524090	Other Contractual Services	25,817	10,307	24,059	20,695	20,695	\$ -	0.00%
01192221	524091	Other Contract Svcs: Custodian	1,800	2,300	1,400	2,050	2,050	\$ -	0.00%
01192221	527030	Equipment Rental/Lease	1,961	2,205	9,090	445	445	\$ -	0.00%
01192221	527031	Equip Svc/Repair: Custodian	7,079	9,972	6,895	3,921	3,921	\$ -	0.00%
01192221	529020	Rubbish/Garbage Pickup	11,271	14,012	8,745	16,927	16,927	\$ -	0.00%
01192221	529040	Trash Disposal	-	-	579	-	-	\$ -	0.00%
01192221	529050	Recycled Materials Disposal	2,524	3,084	5,522	5,196	5,196	\$ -	0.00%
01192221	542130	Work Clothing	3,514	-	-	-	-	\$ -	0.00%

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01192221	543010	Building M&R Supplies	20,691	34,920	67,861	25,294	28,215	\$ 2,921	11.55%
01192221	543060	Custodial M&R Supplies	38,386	41,194	35,633	32,832	36,624	\$ 3,792	11.55%
01192221	571010	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192231	513120	Scheduled Overtime	4,055	-	-	-	-	\$ -	0.00%
01192231	521010	Electricity	279,974	283,063	290,464	413,557.20	413,557	\$ -	0.00%
01192231	521020	Natural Gas	84,348	78,966	101,532	141,198	155,317	\$ 14,120	10.00%
01192231	521030	Fuel Oil	-	-	-	-	-	\$ -	0.00%
01192231	523010	Water	8,308	11,833	12,300	38,752	40,302	\$ 1,550	4.00%
01192231	523020	Sewerage	15,551	14,989	16,082	52,977	58,274	\$ 5,298	10.00%
01192231	524010	Building Maintenance	69,275	103,162	81,706	65,696	73,284	\$ 7,588	11.55%
01192231	524015	Grounds Maintenance	-	-	4,716		-	\$ -	0.00%
01192231	524030	Equipment Maintenance	6,854	1,461	8,332	6,814	6,814	\$ -	0.00%
01192231	571010	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192231	524090	Other Contractual Services	33,015	26,880	58,007	11,224	11,224	\$ -	0.00%
01192231	524091	Other Contract Svcs: Custodian	1,975	1,975	2,475	3,075	3,075	\$ -	0.00%
01192231	527030	Equipment Rental/Lease	-	-	74	1,584	1,584	\$ -	0.00%
01192231	527031	Equip Svc/Repair: Custodian	11,322	8,986	8,225	5,669	5,669	\$ -	0.00%
01192231	529020	Rubbish/Garbage Pickup	12,993	12,698	13,936	19,401	19,401	\$ -	0.00%
01192231	529040	Trash Disposal	-	-	641		-	\$ -	0.00%
01192231	529050	Recycled Materials Disposal	2,138	1,805	2,485	8,844	8,844	\$ -	0.00%
01192231	542130	Work Clothing	3,349	-	-	-	-	\$ -	0.00%
01192231	543010	Building M&R Supplies	64,064	46,264	89,403	23,219	25,901	\$ 2,682	11.55%
01192231	543060	Custodial M&R Supplies	69,124	40,455	42,296	53,296	59,452	\$ 6,156	11.55%
01192231	578015	Late Fees/Interest Charges	-	-	-	-	-	\$ -	0.00%
01192232	521010	Electricity	2,772	2,471	2,734	4,049.85	4,050	\$ -	0.00%
01192232	521020	Natural Gas	4,723	4,774	4,072	10,257	11,283	\$ 1,026	10.00%
01192232	523010	Water	182	234	242	614	639	\$ 25	4.00%
01192232	523020	Sewerage	295	265	273	648	713	\$ 65	10.00%
01192232	524010	Building Maintenance	2,365	6,559	3,386	-	-	\$ -	0.00%
01192232	524030	Equipment Maintenance	-	-	1,411	-	-	\$ -	0.00%
01192232	524090	Other Contractual Services	-	490	1,736	-	-	\$ -	0.00%
01192232	527031	EQUIP SVC/REPAIR: CUSTO	-	456	172	-	-	\$ -	0.00%
01192232	534020	Telephone Expense	-	-	-	-	-	\$ -	0.00%

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01192232	542130	Work Clothing	775	-	-	-	-	\$ -	0.00%
01192232	543010	Building M&R Supplies	2,618	9,621	2,700	-	-	\$ -	0.00%
01192232	543060	Custodial M&R Supplies	-	1,404	28	-	-	\$ -	0.00%
01192232	571010	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192239	521010	Electricity	-	1,402	-	-	-	\$ -	0.00%
01192239	521020	Natural Gas	-	1,402	-	-	-	\$ -	0.00%
01192239	521030	Fuel Oil	668	2,044	1,445	-	-	\$ -	0.00%
01192239	524010	Building Maintenance	-	7,328	7,695	-	-	\$ -	0.00%
01192239	524020	Vehicle Maintenance	4,538	14,699	6,604	3,136	3,136	\$ -	0.00%
01192339	524030	Equipment Maintenance	-	2,513	-	-	-	\$ -	0.00%
01192239	524031	Maintenance - painting	288	4,227	1,850	1,117	1,117	\$ -	0.00%
01192239	524091	Other Contract Svcs: Custodian	-	-	-	-	-	\$ -	0.00%
01192239	527030	Equipment Rental/Lease	-	-	-	-	-	\$ -	0.00%
01192239	527031	Equip Svc/Repair: Custodian	-	703	123	-	-	\$ -	0.00%
01192239	530500	Training and Development	1,160	720	2,606	1,332	1,332	\$ -	0.00%
01192239	534020	Telephone Expense	-	-	-	-	-	\$ -	0.00%
01192239	534050	Telecommunications	7,842	8,109	8,295	2,665	2,665	\$ -	0.00%
01192239	541010	Gasoline	10,992	10,661	12,462	15,233	15,233	\$ -	0.00%
01192239	542010	Office Supples	241	2,956	504	3,202	3,202	\$ -	0.00%
01192239	542130	Work Clothing	108	17,043	17,266	-	-	\$ -	0.00%
01192239	542150	Shoes/Boots	-	-	9,320	-	-	\$ -	0.00%
01192239	543010	Building M&R Supplies	-	371	-	-	-	\$ -	0.00%
01192239	543060	Custodial M&R Supplies	500	-	10	-	-	\$ -	0.00%
01192239	548010	Vehicular Parts & Accessories	1,622	4,193	3,291	2,050	2,050	\$ -	0.00%
01192239	548020	Vehicular Tires & Tubes	2,412	-	820	1,230	1,230	\$ -	0.00%
01192239	548090	Other Vehicular Supplies	-	-	310	512	512	\$ -	0.00%
01192239	553060	Computer Supplies	2,310	-	622	77	77	\$ -	0.00%
01192239	571010	Travel - Mileage	-	108	-	882	882	\$ -	0.00%
01192239	571011	Travel - Mileage Custodians	-	2	-	-	-	\$ -	0.00%
01192240	521500	Renewable Energy Premium	14,531	-	-	-	-	\$ -	0.00%
01192240	542010	Office Supplies	-	-	-	-	-	\$ -	0.00%
01192240	542090	Other General Supplies	-	-	-	-	-	\$ -	0.00%
01192240	543060	Custodial M&R Supplies	-	-	-	-	-	\$ -	0.00%

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01192241	521010	Electricity	47,581	50,593	54,958	4,334.40	4,334	\$ -	0.00%
01192241	521020	Natural Gas	224	-	-	19,182	21,101	\$ 1,918	10.00%
01192241	523010	Water	1,877	2,300	2,082	-		\$ -	0.00%
01192241	523020	Sewerage	2,395	3,394	3,246	-		\$ -	0.00%
01192241	524010	Building Maintenance	5,864	15,266	15,513	1,851	2,065	\$ 214	11.55%
01192241	524030	Equipment Maintenance	4,429	-	-	-	-	\$ -	0.00%
01192241	524090	Other Contractual Services	803	5,041	4,020	1,281	1,281	\$ -	0.00%
01192241	524091	Other Contract Svcs: Custodian	-	885	1,000	-	-	\$ -	0.00%
01192241	527030	Equipment Rental/Lease	105	-	-	-	-	\$ -	0.00%
01192241	527031	Equip Svc/Repair: Custodian	771	-	309	-	-	\$ -	0.00%
01192241	542130	Work Clothing	-	-	-	-	-	\$ -	0.00%
01192241	543010	Building M&R Supplies	3,360	7,132	8,536	5,253	5,860	\$ 607	11.55%
01192241	543060	Custodial M&R Supplies	5,386	4,311	2,422	5,253	5,860	\$ 607	11.55%
01192242	521010	Electricity	191	-	-	36,117.90	36,118	\$ -	0.00%
01192242	521020	Natural Gas	37,461	22,759	23,229	45,869	50,456	\$ 4,587	10.00%
01192242	523010	Water	-	-	-	5,670	5,897	\$ 227	4.00%
01192242	523020	Sewerage	-	-	-	2,762	3,038	\$ 276	10.00%
01192242	524010	Building Maintenance	10,117	15,191	13,261	5,108	5,698	\$ 590	11.55%
01192242	524030	Equipment Maintenance	-	-	-	-	-	\$ -	0.00%
01192242	524090	Other Contractual Services	2,446	-	20,182	5,740	5,740	\$ -	0.00%
01192242	524091	Other Contract Svcs: Custodian	-	885	200	-	-	\$ -	0.00%
01192242	524031	Equip Svc/Repair: Custodian	-	-	-	-	-	\$ -	0.00%
01192242	527030	EQUIPMENT RENTAL/LEASE	-	-	781	-	-	\$ -	0.00%
01192242	527031	EQUIP SVC/REPAIR: CUSTO	2,541	939	1,882	-	-	\$ -	0.00%
01192242	542130	Work Clothing	1,141	-	-	-	-	\$ -	0.00%
01192242	543010	Building M&R Supplies	1,765	8,711	4,168	8,405	9,376	\$ 971	11.55%
01192242	543060	Custodial M&R Supplies	5,114	5,884	4,732	8,405	9,376	\$ 971	11.55%
01192242	578015	Late Fees/Interest Charges	-	-	-	-	-	\$ -	0.00%
01192245	521010	Electricity	-	-	-	-		\$ -	0.00%
01192245	521020	Natural Gas	-	-	-	-	-	\$ -	0.00%
01192245	543010	Building M&R Supplies	-	106	-	-	-	\$ -	0.00%
01192246	521010	Electricity	33,731	29,914	36,477	50,762.25	50,762	\$ -	0.00%
01192246	521020	Natural Gas	191	268	4,412	-	-	\$ -	0.00%

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01192246	521030	Fuel Oil	-	-	-	-	-	\$ -	0.00%
01192246	523010	Water	259	314	310	941	978	\$ 38	4.00%
01192246	523020	Sewerage	776	941	928	895	985	\$ 90	10.00%
01192246	524010	Building Maintenance	7,632	30,299	9,393	8,943	9,976	\$ 1,033	11.55%
01192246	524030	Equipment Maintenance	-	-	-	-	-	\$ -	0.00%
01192246	524090	Other Contractual Services	3,776	1,074	6,502	17,937	17,937	\$ -	0.00%
01192246	524091	Other Contract Svcs: Custodian	-	-	-	-	-	\$ -	0.00%
01192246	527030	Equipment Rental/Lease	-	-	-	-	-	\$ -	0.00%
01192246	527031	Equipment Svc/Repair: Custodian	-	-	309	-	-	\$ -	0.00%
01192246	542130	Work Clothing	-	-	-	-	-	\$ -	0.00%
01192246	543010	Building M&R Supplies	2,251	2,216	1,772	10,506	11,719	\$ 1,213	11.55%
01192246	543060	Custodial M&R Supplies	7,820	4,795	2,961	7,039	7,852	\$ 813	11.55%
01192246	524091	Other Contract Svcs: Custodian	-	-	-	-	-	\$ -	0.00%
01192247	521010	Electricity	851	897	1,147	-	-	\$ -	0.00%
01192247	521020	Natural Gas	-	-	-	-	-	\$ -	0.00%
01192247	523010	Water	45	61	64	-	-	\$ -	0.00%
01192247	523020	Sewerage	167	164	180	-	-	\$ -	0.00%
01192247	524010	Building Maintenance	86	-	-	-	-	\$ -	0.00%
01192247	527030	Equipment Rental/lease	-	-	-	-	-	\$ -	0.00%
01192247	527031	Equip Svc/repair: Custodians	-	-	-	-	-	\$ -	0.00%
01192247	542130	Work Clothing	941	-	-	-	-	\$ -	0.00%
01192247	543010	Building M&R Supplies	9,997	-	-	-	-	\$ -	0.00%
01192247	543060	Custodial M&R Supplies	338	299	-	-	-	\$ -	0.00%
01192261	521010	Electricity	104,511	120,320	125,570	162,256.50	162,257	\$ -	0.00%
01192261	521020	Natural Gas	23,080	25,255	26,339	25,986	28,585	\$ 2,599	10.00%
01192261	523010	Water	2,130	3,556	4,239	8,703	9,052	\$ 348	4.00%
01192261	523020	Sewerage	3,256	4,574	5,577	9,498	10,448	\$ 950	10.00%
01192261	524010	Building Maintenance	34,493	39,957	24,787	41,600	46,405	\$ 4,805	11.55%
01192261	524010	Grounds Maintenance	-	-	16,005	-	-	\$ -	0.00%
01192261	529020	Rubbish/Garbage Pickup	-	-	-	-	-	\$ -	0.00%
01192261	529050	Recycled Materials Disposal	-	-	-	-	-	\$ -	0.00%
01192261	524030	Equipment Maintenance	-	-	-	1,742	1,742	\$ -	0.00%
01192261	524031	Maintenance - painting	-	-	-	820	820	\$ -	0.00%

Facilities Management Department FY26 Operating Budget

Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192261	524090	Other Contractual Services	8,290	25,400	17,955	26,124	26,124	\$ -	0.00%
01192261	524091	Other Contract Svcs: Custodian	476	5,395	5,145	13,786	13,786	\$ -	0.00%
01192261	527031	Equip Svc/Repair: Custodian	3,385	3,777	2,608	1,412	1,412	\$ -	0.00%
01192261	542130	Work Clothing	1,169	-	-	-	-	\$ -	0.00%
01192261	543010	Building M&R Supplies	24,554	26,670	24,874	13,159	14,679	\$ 1,520	11.55%
01192261	543060	Custodial M&R Supplies	14,642	13,955	11,533	11,189	12,481	\$ 1,292	11.55%
01192261	571011	Travel-Mileage	-	-	-	-	-	\$ -	0.00%
01192261	578015	Late Fees/Interest Charges	-	-	-	-	-	\$ -	0.00%
01192263	529020	Rubbish/Garbage Pickup	-	-	-	2,260	2,260	\$ -	0.00%
01192263	521010	Electricity	2,312	2,609	2,868	3,565.80	3,566	\$ -	0.00%
01192263	521020	Natural Gas	2,703	1,206	3,829	4,579	5,037	\$ 458	10.00%
01192263	523010	Water	-	-	-	284	295	\$ 11	4.00%
01192263	523020	Sewerage	174	200	204	202	222	\$ 20	10.00%
01192263	524010	Building Maintenance	1,383	995	3,487	-	-	\$ -	0.00%
01192263	542130	Work Clothing	-	-	-	-	-	\$ -	0.00%
01192263	543010	Building M&R Supplies	-	-	1,634	-	-	\$ -	0.00%
01192275	521010	Electricity	20,414	19,595	20,194	14,151.90	14,152	\$ -	0.00%
01192275	521020	Natural Gas	2,838	2,026	2,611	9,646	10,611	\$ 965	10.00%
01192275	521030	Fuel Oil	-	-	-	-	-	\$ -	0.00%
01192275	523010	Water	329	505	632	1,418	1,474	\$ 57	4.00%
01192275	523020	Sewerage	605	685	913	2,213	2,434	\$ 221	10.00%
01192275	524010	Building Maintenance	11,558	17,592	10,957	12,621	14,079	\$ 1,458	11.55%
01192275	524015	Grounds Maintenance	-	-	6,102	-	-	\$ -	0.00%
01192275	524030	Equipment Maintenance	-	-	-	-	-	\$ -	0.00%
01192275	524090	Other Contractual Services	634	-	-	392	392	\$ -	0.00%
01192275	524091	Other Contract Svcs: Custodian	845	845	844	-	-	\$ -	0.00%
01192275	527030	Equipment Rental/Lease	-	-	-	-	-	\$ -	0.00%
01192275	527031	Equip Svc/Repair: Custodian	1,879	2,911	1,672	-	-	\$ -	0.00%
01192275	529020	Rubbish/Garbage Pickup	-	-	-	827	827	\$ -	0.00%
01192275	529050	Recycled Materials Disposal	-	-	-	-	-	\$ -	0.00%
01192275	542130	Work Clothing	942	-	-	-	-	\$ -	0.00%
01192275	543010	Building M&R Supplies	2,967	1,580	3,463	1,340	1,495	\$ 155	11.55%
01192275	543060	Custodial M&R Supplies	5,780	5,046	2,321	4,203	4,688	\$ 485	11.55%

Facilities Management Department FY26 Operating Budget

Org #	Obj	Account # 01-192 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01192285	530500	Training and Development	1,984	1,190	1,290	512	512	\$ -	0.00%
01192285	534010	Postage	-	-	-	102	102	\$ -	0.00%
01192285	534030	Advertising - General	-	-	-	-	-	\$ -	0.00%
01192285	542010	Office Supplies	984	45	748	1,423	1,423	\$ -	0.00%
01192285	549090	Other Food Service Supplies	-	-	-	-	-	\$ -	0.00%
01192285	542010	Food Service Supplies	-	-	-	-	-	\$ -	0.00%
01192285	571010	Travel - Mileage	-	82	-	-	-	\$ -	0.00%
01192285	583120	Office Machine Replacement	-	-	-	3,000	3,000	\$ -	0.00%
01192240	521500	Green Power Premium	14,531	-	-	-	-	\$ -	0.00%
01192200	524090	Other Contractual Services			-	-	-	\$ -	0.00%
		Total Expenses	3,274,363	3,402,690	3,524,645	4,264,443	4,477,682	\$ 213,238	5.00%
01192809	570000	Encumbrances			108,764			-	0.00%
							-		
		Total Request	\$ 8,064,245	\$ 8,252,158	\$ 8,715,898	\$ 9,829,713	\$10,208,362	\$ 378,649	3.85%

Facilities Management Department FY26 Salaries

												FY26 RATE REQUEST***							Subtotal by Org/Obj
																		Facilities	
Org	Object	Employee Name	Title	Building	Hrs per week	FTE	Hrly Rate	FY25 Weekly Rate as of June 30	FY25 Salary as of July 1	Group - Step as of 6/30/2025	Contract/Pay Plan	Hrly Starting Rate 7/1/25	Weekly Starting Rate 7/1/25	Step Adjustment Date	Adjusted Rate	Adjusted Weekly	Salary Request (Dept192)		
01192100	511010	McDonough, Joseph	Director of Facilities	Admin	35	1.0	105.41	\$ 3,689.37	191,847	A65C-0	AMPP	107.52	\$ 3,763.16	N/A			196,436.87	196,437	
01192100	511130	Murray, Joseph	Project Manager	Admin	35	1.0	56.00	\$ 1,959.86	101,913	A60J-0	AMPP	57.12	\$ 1,999.06	N/A			104,350.79		
01192100	511130	Ponte, Nicholas	Custodial Service Manager	Admin	35	1.0	54.64	\$ 1,912.25	99,437	A58K-0	AMPP	55.73	\$ 1,950.49	N/A			101,815.81		
01192100	511130	Hebert, Allen	Operations Manager	Admin	35	1.0	63.08	\$ 2,207.69	114,800	A59H-0	AMPP	64.34	\$ 2,251.85	N/A			117,546.33		
01192100	511130	Andersen, Michael	Maintenance Manager	Admin	35	1.0	57.75	\$ 2,021.08	105,096	A58L-0	AMPP	58.90	\$ 2,061.50	N/A			107,610.30		
01192100	511130	Gagosian, Stephen	Design/Construction Manager	Admin	35	1.0	78.34	\$ 2,741.77	142,572	A62H-0	AMPP	79.90	\$ 2,796.61	N/A			145,982.83	577,306	
01192100	511300	Gariepy, Danielle	Finance & Office Manager	Admin	35	1.0	53.39	\$ 1,868.58	97,166	A57L-0	AMPP	54.46	\$ 1,905.95	N/A			99,490.67	99,491	
01192100	511310	Bond, Meghan	Administrative Assistant	Admin	35	1.0	38.54	\$ 1,348.83	70,139	A51H-0	AMPP	39.31	\$ 1,375.81	N/A			71,817.10	71,817	
01192100	511370	Yee, Beverly	Department Assistant	Admin	35	1.0	33.44	\$ 1,170.40	60,861	B47S-6	B40S	34.44	\$ 1,205.51				62,927.73	62,928	
01192185	511130	Elliott, Richard	Project Manager	Admin	35	1.0	65.78	\$ 2,302.16	119,712	A60J-0	AMPP	67.09	\$ 2,348.20				122,576.21	122,576	
01192185	511130	Remick, Glenn	Project Manager	Admin	35	1.0	69.08	\$ 2,417.95	125,733	A60J-0	AMPP	70.47	\$ 2,466.31				128,741.36	128,741	
01192185	511370	Yen, Lucy	Asst. Project Manager	Admin	35	1.0	37.64	\$ 1,317.32	68,501	A55P-0	B40S	38.39	\$ 1,343.67				70,139.36	70,139	
01192100	511340	Mio, Johnny	Mechanical Technician	Admin	40	1.0	42.31	\$ 1,692.40	88,005	K23G-6	KFAC	43.16	\$ 1,726.25				90,110.15		
01192100	511340	Landers, Mark	Maintenance Craftsman	Admin	40	1.0	42.31	\$ 1,692.40	88,005	K23F-6	KFAC	43.16	\$ 1,726.25				90,110.15		
01192100	511340	Neville, Daniel	Electrician	Admin	40	1.0	42.31	\$ 1,692.40	88,005	K23D-6	KFAC	43.16	\$ 1,726.25				90,110.15		
01192100	511340	Hoffmann, Steven	HVAC/BAC Controls	Admin	40	1.0	44.42	\$ 1,776.80	92,394	K24A-6	KFAC	45.31	\$ 1,812.34				94,603.94	364,934	
01192101	511330	Santos, Peterson	Custodian	Town Hall	40	1.0	25.48	\$ 1,019.20	52,998	K15A-4	KFAC	25.99	\$ 1,039.58	03/03/26	27.12	1,085	55,044.00		
01192101	511330	Newton, William	Head Maintenance Custodian	Town Hall	40	1.0	33.25	\$ 1,330.00	69,160	K17B-6	KFAC	33.92	\$ 1,356.60				70,814.52	125,859	
01192102	511330	Springsteen, Henry	Custodian	Police	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24			-	59,207.33		
01192102	511330	McDonald, Paul	Custodian	Police	40	1.0	33.25	\$ 1,330.00	69,160	K17B-6	KFAC	33.92	\$ 1,356.60			-	70,814.52	130,022	
01192107	511330	Colleton, Ronald	Custodian	Warren	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207.33		
01192107	511330	Martignetti, Alfred	Head Custodian	Warren	40	1.0	33.25	\$ 1,330.00	69,160	K17B-6	KFAC	33.92	\$ 1,356.60				70,814.52		
01192107	511330	Castro, Eduardo	Custodian	Warren	12	0.3	25.53	\$ 306.36	15,931	B44F-3	B40S	26.30	\$ 315.55				16,471.75	146,494	
01192110	511330	Groh, Ian	Custodian	PAWS	20	0.5	27.80	\$ 556.00	28,912	K15A-6	KFAC	28.36	\$ 567.12				29,604	29,604	
01192111	511330	Hurley, Robert	Head Custodian - Elementary School	Bates	40	1.0	33.25	\$ 1,330.00	69,160	K17A-6	KFAC	33.92	\$ 1,356.60			-	70,815		
01192111	511330	Alas Portillo, Eduardo	Custodian	Bates	40	1.0	24.36	\$ 974.40	50,669	K15A-3	KFAC	24.85	\$ 993.89	04/16/26	25.99	1,040	52,375		
01192111	511330	Drake, Cristina	Custodian	Bates	19	0.5	24.43	\$ 464.17	24,137	B44F-2	B40S	25.16	\$ 478.10				24,957	148,146	
01192112	511330	Costa, Marcos	Custodian	Fiske	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207		
01192112	511330	McHale, Stephen	Head Custodian-Elementary	Fiske	40	1.0	33.25	\$ 1,330.00	69,160	K17A-6	KFAC	33.92	\$ 1,356.60			-	70,815		
01192112	511330	Groh, Ian	Custodian	Fiske	20	0.5	27.80	\$ 556.00	28,912	K15A-6	KFAC	28.36	\$ 567.12				29,604	159,626	

Facilities Management Department FY26 Salaries

												FY26 RATE REQUEST***						Subtotal by Org/Obj
																	Facilities	
Org	Object	Employee Name	Title	Building	Hrs per week	FTE	Hrly Rate	FY25 Weekly Rate as of June 30	FY25 Salary as of July 1	Group - Step as of 6/30/2025	Contract/Pay Plan	Hrly Starting Rate 7/1/25	Weekly Starting Rate 7/1/25	Step Adjustment Date	Adjusted Rate	Adjusted Weekly	Salary Request (Dept192)	
01192113	511330	Messit, Richard	Custodian	Hardy	40	1.0	26.59	\$ 1,063.60	55,307	K15A-5	KFAC	27.12	\$ 1,084.87	06/12/26	28.36	1,134	56,759	216,385
01192117	511330	Roy, Carlos	Custodian	Hardy	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207	
01192113	511330	Regis, Paulo	Custodian	Hardy	20	0.5	27.80	\$ 556.00	28,912	K15A-6	KFAC	28.36	\$ 567.12				29,604	
01192113	511330	Gigliotti, Luigi	Head Custodian - Elementary School	Hardy	40	1.0	33.25	\$ 1,330.00	69,160	K17B-6	KFAC	33.92	\$ 1,356.60				70,815	
01192114	511330	Wu, Chao	Custodian	Hunnewell	40	1.0	26.59	\$ 1,063.60	55,307	K15A-5	KFAC	27.12	\$ 1,084.87	03/29/26	28.36	1,134	57,294	210,681
01192114	511330	Perez, Francis	Custodian	Hunnewell	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207.33	
01192113	511330	Regis, Paulo	Custodian	Hunnewell	20	0.5	27.80	\$ 556.00	28,912	K15A-6	KFAC	28.36	\$ 567.12				29,604	
01192114	511330	Leone, Dean	Head Custodian - Elementary School	Hunnewell	40	1.0	29.13	\$ 1,165.20	60,590	K17B-3	KFAC	29.71	\$ 1,188.50	08/03/25	31.05	1,242	64,576	
01192115	511330	Porter, Eric	Custodian	Sprague	40	1.0	26.59	\$ 1,063.60	55,307	K15A-6	KFAC	27.12	\$ 1,084.87				56,630.32	186,652
01192115	511330	Parmigiane, Roger	Custodian	Sprague	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24			-	59,207	
01192115	511330	Grady, Scott	Head Custodian - Elementary School	Sprague	40	1.0	33.25	\$ 1,330.00	69,160	K17A-6	KFAC	33.92	\$ 1,356.60			-	70,815	
01192116	511330	Donahue, Daniel	Custodian	Schofield	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207	
01192116	511330	Burnham-Taylor, Scott	Head Custodian - Elementary School	Schofield	40	1.0	33.25	\$ 1,330.00	69,160	K17B-6	KFAC	33.92	\$ 1,356.60				70,814.52	663,316
01192121	511330	Barisano, Mark	Facility Supervisor-Middle School	MS	40	1.0	37.69	\$ 1,507.60	78,395	K22A-6	KFAC	38.44	\$ 1,537.75				80,271	
01192121	511330	Sandoval, Juan	Custodian	MS	40	1.0	24.36	\$ 974.40	50,669	K15A-3	KFAC	24.85	\$ 993.89	04/16/26	25.99	1,040	52,375	
01192121	511330	Victor, Nikenson	Custodian	MS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				58,980.48	
01192121	511330	Smus, Joseph	Custodian Night Supervisor	MS	40	1.0	30.44	\$ 1,217.60	63,315	K17A-4	KFAC	31.05	\$ 1,241.95	10/19/25	32.48	1,299	66,913.72	
01192121	511330	Franco, Esbin	Custodian	MS	40	1.0	25.48	\$ 1,019.20	52,998	K15A-4	KFAC	25.99	\$ 1,039.58	05/06/26	27.12	1,085	54,628.01	
01192121	511330	Lavoie, Richard	Custodian	MS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207.33	
01192121	511330	Vacant	Custodian	MS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207.33	
01192121	511330	Murray, David	Custodian	HS/MS Split	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24			-	59,207.33	
01192121	511330	Peterson, Christopher	Custodian	MS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207.33	
01192121	511330	Bailey, Daniel	Custodian	MS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24			-	59,207.33	
01192121	511330	Mulero Rosario, Christian	Custodian	MS	40	1.0	24.36	\$ 974.40	50,669	K15A-3	KFAC	24.85	\$ 993.89	07/24/25	25.99	1,040	54,111.70	
01192131	511330	Vassiliadis, Antonios	Custodian Night Supervisor	HS	40	1.0	37.69	\$ 1,507.60	78,395	K22A-6	KFAC	38.44	\$ 1,537.75			-	80,270.65	
01192131	511330	Shanahan, Patrick	Custodian	HS	40	1.0	25.48	\$ 1,019.20	52,998	K15A-4	KFAC	25.99	\$ 1,039.58	08/06/25	27.12	1,085	56,391.44	
01192131	511330	Alves Moreira, Daniel	Custodian	HS	40	1.0	24.36	\$ 974.40	50,669	K15A-3	KFAC	24.85	\$ 993.89	12/24/25	25.99	1,040	53,115.18	
01192131	511330	Cadigan, Christian	Custodian	HS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207.33	
01192131	511330	Foley, Mark	Custodian	HS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24			-	59,207.33	
01192131	511330	Labitue, Kyle	Custodian	HS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24			-	59,207.33	

Facilities Management Department FY26 Salaries

												FY26 RATE REQUEST***						Subtotal by Org/Obj
																	Facilities	
Org	Object	Employee Name	Title	Building	Hrs per week	FTE	Hrly Rate	FY25 Weekly Rate as of June 30	FY25 Salary as of July 1	Group - Step as of 6/30/2025	Contract/Pay Plan	Hrly Starting Rate 7/1/25	Weekly Starting Rate 7/1/25	Step Adjustment Date	Adjusted Rate	Adjusted Weekly	Salary Request (Dept192)	
01192131	511330	Flaherty, John	Custodian	HS	40	1.0	24.36	\$ 974.40	50,669	K15A-3	KFAC	24.85	\$ 993.89	09/29/25	25.99	1,040	53,673	710,654
01192131	511330	Tobias, Telma	Custodian	HS	40	1.0	25.48	\$ 1,019.20	52,998	K15A-4	KFAC	25.99	\$ 1,039.58	04/30/26	27.12	1,085	54,664.19	
01192131	511330	Ruiz Vittini, Henry	Custodian	HS	40	1.0	24.36	\$ 974.40	50,669	K15A-3	KFAC	24.85	\$ 993.89	03/18/26	25.99	1,040	52,566.63	
01192131	511330	Casey, Thomas	Custodian	HS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207.33	
01192131	511330	Scafid, Jason	Night Supervisor	HS	40	1.0	33.25	\$ 1,330.00	69,160	K17A-6	KFAC	33.92	\$ 1,356.60				70,814.52	
01192131	511330	Lys, Patrice	Custodian	HS	40	1.0	24.36	\$ 974.40	50,669	K15A-3	KFAC	24.85	\$ 993.89	04/23/26	25.99	1,040	52,328.93	
01192132	511340	Crehan, Thomas	Plumber	Field House	40	1.0	42.31	\$ 1,692.40	88,005	K23C-6	KFAC	43.16	\$ 1,726.25				90,110.15	344,049
01192132	511340	Lavoie, Frederick	Inventory/Equip. Tech	Field House	40	1.0	34.61	\$ 1,384.40	71,989	K18A-6	KFAC	35.30	\$ 1,412.09			-	73,710.99	
01192132	511340	Grant, Sherwin	HVAC Technician	Field House	40	1.0	40.28	\$ 1,611.20	83,782	K23B-5	KFAC	43.16	\$ 1,726.40				90,118.08	
01192132	511340	Watkins, David	Electrician	Field House	40	1.0	42.31	\$ 1,692.40	88,005	K23D-6	KFAC	43.16	\$ 1,726.25				90,110.15	
01192142	511330	McMillen, Kevin	Custodian	DPW	40	1.0	26.59	\$ 1,063.60	55,307	K15A-5	KFAC	27.12	\$ 1,084.87	12/22/25	28.36	1,134	58,007.20	149,938
01192142	511330	Castro Diaz, Dalila	Custodian	DPW	40	1.0	24.36	\$ 974.40	50,669	K15A-3	KFAC	24.85	\$ 993.89	02/28/26	25.99	1,040	52,676.34	
01192147	511330	Burgos, Moises	Facilities Supervisor	DPW	20	1.0	36.09	\$ 721.80	37,534	K22A-4	KFAC	37.60	\$ 752.00			-	39,254	
01192161	511330	Perez Ventura, Jose	Facility Supervisor	Library	40	1.0	30.18	\$ 1,207.20	62,774	L09B-1	LLIB	31.08	\$ 1,243.20	07/17/25	32.32	1,293	67,365	164,529
01192161	511330	Arango, John	Custodian	Library	40	1.0	23.75	\$ 950.00	49,400	L40B-1	LLIB	24.46	\$ 978.50	09/04/25	25.43	1,017	52,734	
01192161	51330	Tripp, Scott	Custodian	Library	10	0.5	23.75	\$ 237.50	12,350	L40B-1	LLIB	25.43	\$ 254.30				13,274	
01192161	51330	Tripp, Scott	Custodian	Library-Sundays	6		35.63	\$ 213.78	8,979	L40B-1	LLIB	38.15	\$ 228.90				9,614	
01192161	511330	Collins, Julie	Custodian	Library	15	0.4	26.71	\$ 400.65	20,834	L40B-4	LLIB	27.51	\$ 412.67				21,541	
01192163	511330	Daniels, David	Custodian	Library (Hills)	15	0.4	24.69	\$ 370.35	19,258	L40-B2	LLIB	25.43	\$ 381.46				19,912.24	19,912
01192139	511330	Coronado-Morales	Custodian	MS	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24				59,207.33	59,207
01192139	515060	Vacant	Custodian, On Call	OC			20.82	\$ -	2,000	B44F-1	B40S	21.44	\$ -				2,550	5,100
01192139	515060	Vacant	Custodian, On Call	OC			20.82	\$ -	2,000	B44F-1	B40S	21.44	\$ -				2,550	
								\$ -	-			\$ -					-	-

Facilities Management Department FY26 Salaries

												FY26 RATE REQUEST***							
																	Facilities		
Org	Object	Employee Name	Title	Building	Hrs per week	FTE	Hrly Rate	FY25 Weekly Rate as of June 30	FY25 Salary as of July 1	Group - Step as of 6/30/2025	Contract/Pay Plan	Hrly Starting Rate 7/1/25	Weekly Starting Rate 7/1/25	Step Adjustment Date	Adjusted Rate	Adjusted Weekly	Salary Request (Dept192)	Subtotal by Org/Obj	
01192175	511330	Cole, Dawnmarie	Custodian	Tolles-Parsons	40	1.0	27.80	\$ 1,112.00	57,824	K15A-6	KFAC	28.36	\$ 1,134.24			-	59,207.33	59,207	
	515050	Longevity															33,400		
		Seasonal Custodians															92,886		
		Overtime															248,528		
		New Positions															-		
		Shift Differential															2,096		
																	5,197,175		
																	\$ 5,730,680	5,730,680	

5,197,175



Town of Wellesley

FY2026 Budget Request

Land Use Departments Administrative Services Operating Request

Planning Department, Building Department, Zoning Board of Appeals, Natural Resources Commission

Department: 198

Department Head: Meghan Jop, Executive Director

Org	Object	Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01198200	527010	Annual Lease	Planning, ZBA, Building, and NRC relocated to 888 Worcester Street FY23	\$ -	\$ -	\$ 120,000	\$ 120,000	\$ 120,000	-	0.00%
01198200	523010	Water		-	-	737	1,000	1,000	-	0.00%
01198200	524030	Equipment Maintenance Contracts	Maintenance for 1 copier	-	-	1,129	9,000	4,000	(5,000)	-55.56%
01198200	542010	Office Supplies	Centralized Office Supply Account for Land Use Departments- administered by Planning Board	-	-	365	1,000	1,000	-	0.00%
01198200	542020	Copier Supplies	Centralized paper for all Land Use Department copiers, printers & faxes.	-	-	765	2,500	2,500	-	0.00%
Total Expenses				\$ -	\$ -	\$ 122,995	\$ 133,500	\$ 128,500	(5,000)	-3.75%



Town of *Wellesley*

FY2026 Budget Request

Council on Aging: Mission, Services & Priorities

Wellesley Council on Aging FY26 Tax Impact Budget Request

The Wellesley Council on Aging (COA) Board is pleased to present our FY25 Tax Impact Budget Request for \$601,684. As identified in the 2020 Federal Census, 6,280 residents aged 60 and above reside in Wellesley, totaling approximately 23% of Wellesley's population. The COA's Vision Statement, "Optimize the Vitality of Older Adults", underscores our daily work at the COA. The stabilization of COA operations has yielded an energized staff who are increasing the offerings and variety of services to support the growing needs of Wellesley's older adults.

The Mission of the Wellesley Council on Aging:

- serves as the community resource for older adult residents (60+), their families, and caregivers.
- acts as the primary advocate for Wellesley's older adults.
- provides comprehensive programs, social services, meal and transportation services, educational and fitness activities to enhance socializing opportunities.
- fosters an environment of well-being and community.

Department Overview

The COA's day-to-day operations are funded primarily by taxpayer dollars, with significant supplementation by various grants. The programs sponsored by the COA include, but are not limited to, social engagement activities, educational lectures and presentations, life enrichment seminars, healthy aging programs, support groups, outreach and social services, transportation services, fitness classes, physical fitness center, volunteer opportunities, and a meal program.

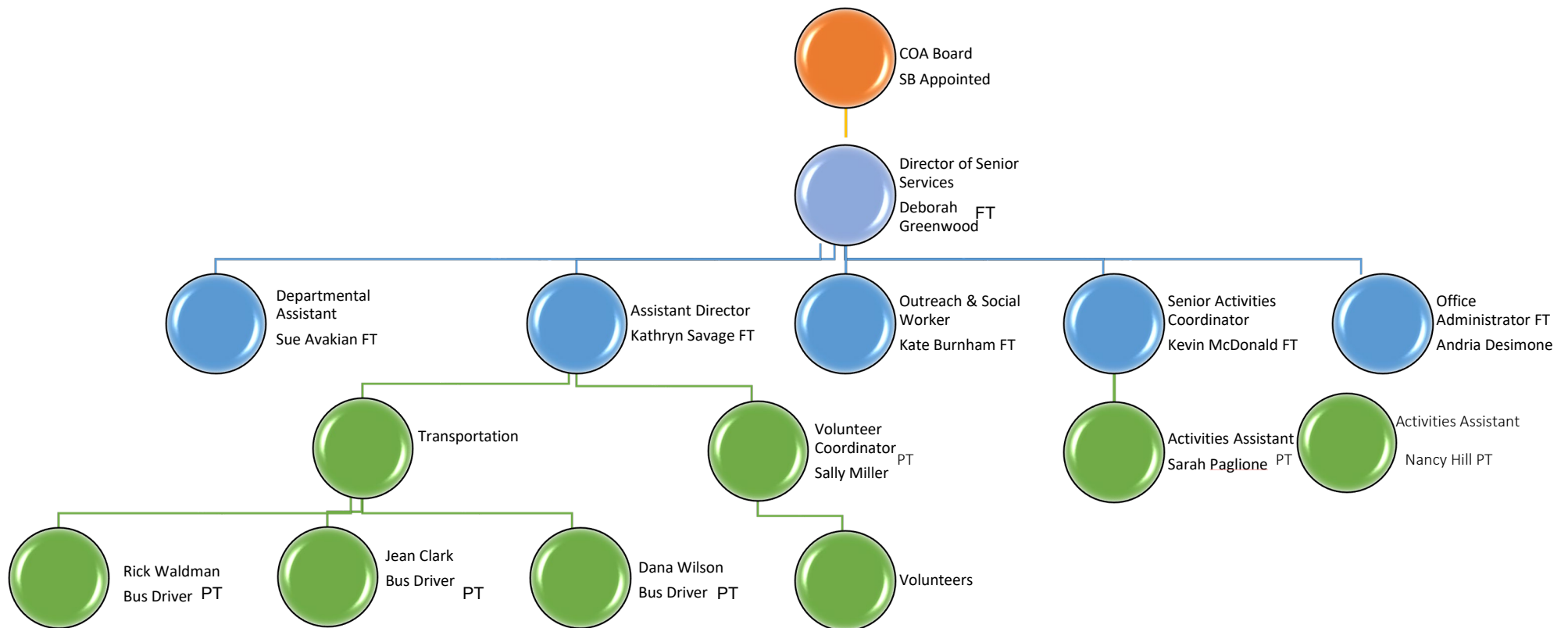
Organizational Structure

The Council on Aging (COA) is overseen by an eleven-member board appointed by the Select Board. The department has six full-time employees and six part-time employees. The COA Operations are also supported by over 6500 hours of volunteer staff, who are greatly appreciated and invaluable to this organization. On an annual basis, that would be equivalent to an additional 3.5 Full Time Employee's. The COA is informally divided into the following functions: Social Services/Outreach, Programs/Activities, Administration, Transportation, and Volunteerism, as pictured in the Organizational chart below.



Town of *Wellesley*
FY2026 Budget Request
Council on Aging: Mission, Services & Priorities

COA Organizational Chart





Town of *Wellesley*

FY2026 Budget Request

Council on Aging: Mission, Services & Priorities

Highlights of the Past Year

The emphasis to increase in-person attendance and overall program offerings has begun. The COA Piloted the Evening Hours Program through a grant from Community Fund for Wellesley (CFFW) on Wednesdays from 4pm to 7pm for 25 weeks. The program was successful in patron attendance but did not reach the younger group of seniors we were targeting, and current patrons found it was offered at a difficult time due to meals and coming back out from home for programs. Other accomplishments include: a comprehensive room utilization analysis that showed room for more patrons to attend programs; the suggestion box that proved to be a tool for staff and board to review recommendations and hear the patrons voice; work with Town leaders, patrons, COA Board, and the staff to secure a needs assessment through a grant from the New Era Fund to work with the UMASS Boston School of Gerontology to begin January 2025; and continue to work with the Facility Management Department (FMD) on the TPC commercial kitchen project, which is currently in final design phase.

During the past fiscal year, FY24, 1754 unduplicated patrons attended the COA, 75.5% were Wellesley residents and 24.5% were from out of town. Our attendance in the first four and a half months of FY25 is already 1196 unduplicated patrons with a projected number of 1850 by year end. Wellesley residents make up 77.3% vs. out of town at 22.7%, all COA's are historically utilized by out-of-town residents at a rate of 25%.

Upcoming Year Goals/initiatives

By analyzing COA data, utilizing survey tools, researching trends concerning Older Adults communities, and responding to the requests of our patrons, the COA will continue to define and respond to the unmet needs of our older adults. The COA remains committed to achieving a healthy balance for continued access to programming with in-person and on-line classes, lectures, and activities. With careful recording through MySeniorCenter software and the upcoming UMASS needs assessment we will monitor the usage and other factors which will guide our future endeavors; the COA and expansion of services and programs to enrich the lives of all segments of the older adult community. Using data gathered from our FY25 Extended Hours Pilot Program, additions and/or changes to programming were made to include more day trips, and a new variety of vendors to provide educational, cultural, social and musical performances to meet the various needs of the community.

Finally, the COA will continue to work with the Town to transition the current unlicensed COA kitchen into a commercial kitchen, which will allow for nutritionally balanced food programs and socialization opportunities to better serve the senior community mid FY2026. In anticipation of a completed kitchen project, work on kitchen programming and additional offering outside of meal services are being explored.



Town of *Wellesley*

FY2026 Budget Request

Council on Aging: Mission, Services & Priorities

Long-Term Goals/Initiatives

The primary goal of the COA Board and staff will be to complete the revision of our 5-year Long Range Strategic Plan (LRSP). Part of this process will involve seeking appropriate avenues for growth, expanding our offerings of pilot programs, and using grant money to support the delivery of our mission.

According to the latest Massachusetts statistics, over the last 12 years, the population age 60+ is growing 5 times faster than that of any other age demographics. By FY29, the projection is that the population of people aged 60+ will exceed that of people under 19 years of age, for the first time in our country's history.

Based on this data, the Wellesley COA is anticipating a significant increase in the number of older adults to serve. In an attempt to be responsive to this increase, the COA aspires to become an "Age-Friendly" community and hopes to partner with the Town to achieve this designation from the State. An "Age-Friendly" town is one in which older people are actively involved in social, economic, and cultural life, in creating a better local environment, to everybody's benefit.

Age-Friendly practices recognize there is great diversity in the capacity and circumstances of older adults, anticipate and respond to older adults' needs and preferences in an equitable way, respect older adult's decisions and choices, and protect the most vulnerable. This is what the Wellesley COA strives to do.

Operating Personal Service Budget Summary

The COA FY26 proposed **Personal Services Budget** is \$512,834, which is \$23,062 or 4.71% increase over FY25. The factors impacting the FY26 Personal Services Budget request are:

- The COLA 4% increases for all 40 Series employees
- Step increases for 40 Series employees
- The COLA 2% increases for all 50/60 series employees
- New Assistant Director of Senior Services hired at Mid-Grade



Town of *Wellesley*

FY2026 Budget Request

Council on Aging: Mission, Services & Priorities

Operating Expense Budget Summary

The FY26 expense budget request is \$10,000 increase over FY25, or \$88,850 in total, anticipating additional costs for the opening of the licensed kitchen.

Line items decreased:

- Vehicle Maintenance (\$500)
- Postage (\$500)
- Other Professional Services (\$150)
- Software Licenses (\$2,000)
- Public Transportation-Gas (\$1,500)
- Administrator Conferences/Meetings (\$500)

Line items increased:

- Programs and Activities \$5,000
- Training & Development \$500
- Newsletter Mailing \$2,200
- Office Supplies \$500
- Dues \$100

Line item added:

- Food – Departmental \$6,850, with our commercial kitchen coming on line we will have additional expenses.



Town of *Wellesley*

FY2026 Budget Request

Council on Aging: Mission, Services & Priorities

Capital Budget Summary

FY26-30 COA Capital request total is \$105,000.

FY26-1 \$10,000 New tables in multipurpose room(*some tables are excessively heavy and extremely cumbersome to move*)

FY26-2 \$10,000 Kitchen Project

FY27-1 \$15,000 Raised Garden Beds

FY27-2 \$10,000 Kitchen Project

FY28 - \$20,000 Replacement of Original Fitness Equipment

FY29 - \$15,000 Exterior Storage Shed

FY30 - \$25,000 Furniture Upgrades

Submitted by

COA Board: Kathleen Vogel, Chair; Marlene Allen, Vice Chair; Susan Rosefsky, Co-Secretary; Corrine Monahan, Co-Secretary; Patty Chen, Patricia Decker, Judy Gertler, Peter Grape, Robert McCarthy, Dianne Sullivan, Tina Wang

Deborah Greenwood, Director of Senior Services



Town of *Wellesley*

FY2026 Budget Request

Council on Aging Operating Request

Department: 541

Department Head: Deborah Greenwood, COA Director

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Full Time	\$ 319,848	298,069	395,497	423,147	439,420	\$ 16,274	3.85%
Part Time	97,922	84,132	77,733	109,226	116,014	\$ 6,788	6.21%
Grant Offsets	(52,600)	(52,600)	(42,600)	(42,600)	(42,600)	\$ -	0.00%
Subtotal, Personal Services	365,170	329,602	430,630	489,773	512,834	\$ 23,062	4.71%
Expenses	59,631	70,410	72,591	78,850	88,850	\$ 10,000	12.68%
Encumbered Expended	-	-	-	-	-	\$ -	0.00%
Subtotal, Expenses	59,631	70,410	72,591	78,850	88,850	10,000	12.68%
TOTAL	\$ 424,801	\$ 400,012	\$ 503,220	\$ 568,623	\$ 601,684	33,062	5.81%

PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
Director of Senior Services	1.0	1.0	1.0	1.0	1.0
Assistant Senior Administrator	1.0	1.0	1.0	1.0	1.0
Health & Social Services Admin.	1.0	1.0	1.0	1.0	1.0
Health Social Services Coverage	0.1	0.1	0.1	0.0	0.0
Office Administrator	1.0	1.0	1.0	1.0	1.0
Senior Activities Coordinator	1.0	1.0	1.0	1.0	1.0
Activities Assistant A (19 hrs./wk.)	0.54	0.54	0.54	0.54	0.54
Activities Assistant B (19 hrs./wk.)	0.00	0.00	0.00	0.54	0.54
Transportation Coordinator (0 hrs.)	0.00	0.00	0.00	0.00	0.00
Transportation Coordinator (0 hrs.)	0.00	0.00	0.00	0.00	0.00
Dept. Assistant (35 hrs./wk.)	0.00	1.00	1.00	1.00	1.00
Dept. Assistant A (19 hrs./wk.)	0.54	0.00	0.00	0.00	0.00
Dept. Assistant B (19 hrs./wk.)	0.54	0.00	0.00	0.00	0.00
Volunteer Coord (19 hrs./wk.)	0.54	0.54	0.54	0.54	0.54
Bus Driver A (16 hrs./wk.)	0.46	0.46	0.46	0.46	0.46
Bus Driver B (10 hrs./wk.)	0.46	0.46	0.46	0.29	0.29
Bus Driver C (8 hrs./wk.)	0.23	0.23	0.23	0.23	0.23
On-call Bus Driver (0 hr./wk.)	0.00	0.00	0.00	0.00	0.00
Total Number of Positions	8.4	8.3	8.3	8.6	8.6

Council On Aging - FY26 Operating Budget Request

Org	Object	Account # 01-541 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
<u>PERSONAL SERVICES</u>										
01541100	511010	Senior Administrator	Director of Senior Services	76,149	115,349	144,581	108,683	110,857	\$ 2,174	2.00%
01541100	511015	Senior Accounting Clerk	Assistant Director of Senior Services New hired at mid-point 8/26/2024	65,416	22,074	45,275	70,843	76,356	\$ 5,513	7.78%
01541100	511220	Other Professionals	Health & Social Services Administrator	66,078	29,458	54,229	78,170	79,732	\$ 1,563	2.00%
01541100	511370	Clerical	Office Administrator, Senior Activities Coordinator; Departmental Assistant	112,205	131,188	151,412	165,451	172,474	\$ 7,023	4.25%
01541100	512290	Part-time	Activities Assistant, Volunteer Coordinator	97,922	58,289	46,484	71,849	77,516	\$ 5,667	7.89%
01541100	512490	Coverage for HHSA	Coverage for HHS Admin	-	-	-			\$ -	0.00%
01541100	511360	Transportation Wages	4 Bus Drivers	-	25,843	31,249	37,377	38,499	\$ 1,122	3.00%
01541100	569500	Offsetting Grants	EOEA, Eastern Development	(52,600)	(52,600)	(42,600)	(42,600)	(42,600)	\$ -	0.00%
			PERSONAL SERVICES SUBTOTAL	365,170	329,602	430,630	489,773	512,834	\$ 23,062	4.71%
<u>EXPENSES</u>										
01541200	524020	Vehicle Maintenance	Vehicle Maintenance	3,836	8	\$ 2,086	\$ 4,000	\$ 3,500	\$ (500)	-12.50%
01541200	524030	Equipment Maintenance	Senior Registration Program hardware, upgrades	-	3,159	\$ 331	\$ 2,000	\$ 2,000	\$ -	0.00%
01541200	524050	Computer Equipment Maintenance	Office Technology Needs outside scope of Town	-	-	\$ 2,055	\$ 2,500	\$ 2,500	\$ -	0.00%
01541200	530500	Training & Development	Staff Professional Development Opportunities -	671	298	\$ 2,784	\$ 3,000	\$ 3,500	\$ 500	16.67%
01541200	530900	Other Professional Services	Heavy duty TPC kitchen cleaning 1x/month - \$195/mo + 3 special	940	7,710	\$ 332	\$ 2,150	\$ 2,000	\$ (150)	-6.98%
01541200	534010	Postage	General postage-doesn't include newsletter	658	507	\$ 2,196	\$ 1,500	\$ 1,000	\$ (500)	-33.33%
01541200	534020	Telephone	Cell phones (SW, Bus, Director, Activities)-\$225/month, 4 POTS	3,692	2,030	\$ 6,877	\$ 4,000	\$ 4,000	\$ -	0.00%
01541200	534040	Printing and Mailing Expense	Newsletter mailings to households 60+ 6X/year (approx. \$1900/ mailing)	13,585	15,303	\$ 9,217	\$ 11,000	\$ 13,200	\$ 2,200	20.00%
01541200	534055	Cable and Internet	Monthly Hulu -\$80/month, Netflix	1,085	1,200	\$ 1,302	\$ 1,000	\$ 1,000	\$ -	0.00%
01541200	534060	Photocopying	Ink, toner, paper, repairs	2,269	1,943	\$ 2,177	\$ 2,500	\$ 2,500	\$ -	0.00%

Council On Aging - FY26 Operating Budget Request

Org	Object	Account # 01-541 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01541200	534080	Software Licenses	MySeniorCenter, Assisted Rides, InDesign, Adobe, Doodle, Hyzine, Zoom 2 accounts	4,193	5,528	\$ 3,647	\$ 7,000	\$ 5,000	\$ (2,000)	-28.57%
01541200	541010	Public Transportation	Gasoline	2,714	2,791	\$ 2,956	\$ 5,000	\$ 3,500	\$ (1,500)	-30.00%
01541200	542010	Office Supplies	Office Supplies, Sanitizer wipes gym & MPR	2,289	3,260	\$ 4,918	\$ 3,500	\$ 4,000	\$ 500	14.29%
01541200	543040	Equipment Maintenance /Repair Supplies	TPC kitchen equipment; fitness center equipment annual maintenance/repair	4,633	1,915	\$ 4,803	\$ 5,000	\$ 5,000	\$ -	0.00%
01541200	549050	Food - Departmental	Kitchen Programming/ Equipment	-	-	\$ -	\$ 6,850	\$ 6,850	\$ 6,850	0.00%
01541200	557010	Programs and Activities	Program costs, presenter fees, subscription fees, and supplies	17,760	20,563	\$ 24,638	\$ 21,000	\$ 26,000	\$ 5,000	23.81%
01541200	557020	Social and Cultural Programs		-	-				\$ -	0.00%
01541200	557030	COA Survey	Possible survey	-	-				\$ -	0.00%
01541200	571010	In-state travel (mileage)	Staff business related - Home visits, errands, travel training	2	-	\$ 14	\$ 200	\$ 200	\$ -	0.00%
01541200	571110	Conferences/Meetings Administrators	Conference Fees	-	37	\$ -	\$ 500	\$ -	\$ (500)	-100.00%
01541200	571140	Board Training/Seminars	Board training, seminars, retreat professional costs	-	-	\$ 750	\$ 1,200	\$ 1,200	\$ -	0.00%
01541200	573010	Dues - Administrators	NCOA and MCOA annual dues - NCOA \$200, MCOA \$1700	1,303	1,303	\$ 1,507	\$ 1,800	\$ 1,900	\$ 100	5.56%
01541200	583120	Machine Replacement		-	2,856	\$ -			\$ -	0.00%
			Summary						\$ -	0.00%
			EXPENSE SUBTOTAL	59,631	70,410	72,591	78,850	88,850	\$ 10,000	12.68%
	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year		\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
			DEPARTMENT TOTAL	\$ 424,801	\$ 400,012	\$ 503,220	\$ 568,623	\$ 601,684	\$ 33,062	5.81%

Council On Aging - FY26 Operating Budget Request - Salaries							
Job Title Employee Name	FY25 Rate as of 6/30/25	FY26 RATE REQUEST					Total Budget Request
		Group - Step	FY26 Starting Rate 7/1/25	Step Adjustment Date	Adjusted Rate	Offsets	
Director of Senior Services Deborah Greenwood	\$ 2,082.06	60	\$ 2,123.70				110,857
Assistant Director of Senior Services Kathryn Hand-Savage	\$ 1,434.08	55	\$ 1,462.76				76,356
Health & Social Services Administrator Kathryn Burnham (DOH 1/27/16)	\$ 1,497.49	55	\$ 1,527.44				79,732
Office Administrator Andria DeSimone (DOH 9/24/19)	\$ 1,270.15	49-6	\$ 1,308.25				68,291
Senior Activities Coordinator Kevin McDonald (DOH 11/30/22)	\$ 1,024.80	47-3	\$ 1,055.54	9/16/2025 47-4	1,104.57		57,119
Activities Assistant - 19 hrs/wk Sarah Paglione (DOH 03/20)	\$ 464.17	44-2	\$ 478.10				24,957
Activities Assistant B - 19 hrs/wk Nancy Hill	\$ 444.03	44-1	\$ 457.35				23,874
Departmental Assistant - 35 hrs/wk Susan Avakian	\$ 848.75	43-3	\$ 874.21	10/19/2025 43-4	913.51		47,064
Volunteer Coordinator - 19 hrs/wk Sally Miller	\$ 533.52	46-3	\$ 549.53				28,685
Bus Driver A - 16 hrs/wk Jean Clark	\$ 336.96	42-1	\$ 347.07				18,117
Bus Driver B - 10 hrs/wk Richard Waldman	\$ 210.60	42-1	\$ 216.92				11,323
Bus Driver C - 8 hrs/wk Frank Wilson	\$ 168.48	42-1	\$ 173.53				9,058
EOEA Grant						(42,600)	(42,600)
						Total Salary	\$ 512,834

*Note: FY26 is based on 52.2 weeks

Assumptions:

40 series increase	3.00%	1.0300
50,60 series increase	2.00%	1.0200
Part timers		
Pay weeks in FY26 =	52.2	



Town of *Wellesley*

FY2026 Budget Request

Youth Commission: Mission, Services & Priorities

The Wellesley Youth Commission provides programs and services designed to ensure that Wellesley's youth feel they are a valued part of the Wellesley community. By providing a wide variety of community-based events, programs, and services, the Youth Commission strives to appeal to and meet the needs of a broad spectrum of middle and high school-aged youth and their families. Programs and services provided by the Youth Commission are implemented and managed by the Youth Director. Youth Commission programs planned for FY 2026 include the continuation of the following:

- **Wellesley Fire Rescuers Summer Program** is an educational summer program for middle school-aged youth run collaboratively by the Youth Commission and the Wellesley Fire Department. Participants spend a week with Wellesley Fire personnel where they gain a valuable perspective on the importance of emergency service personnel within the Wellesley community while learning about careers in fire and public safety.
- **Wellesley Police Department Youth Academy** is a weeklong program for youth interested in exploring the Wellesley Police Department and who are entering grades 6, 7, and 8. Participants spend a week with Wellesley Police personnel where they gain a valuable perspective on the importance of law enforcement within their community. While learning about law enforcement careers, Cadets will also get to know local police officers, which enables youth to build rapport with the department.
- **Wellesley Eco Summer Program** is a weeklong exploration for middle school-aged youth with Wellesley Media Corporation. Highlights for this program include learning the art of program planning; learning to operate Wellesley Media studio equipment including cameras, audio, and editing devices; and gaining the skills to produce a public service announcement or news piece for Wellesley Media Corporation.
- **Wellesley Green Shirts Employment Program** – The Youth Commission's Employment Program for local youth (ages 14+) interested in matching for part-time and/ or seasonal employment with the Town of Wellesley.

The Youth Director continues to work closely with the Health Department to assess and serve the needs of Wellesley's most vulnerable families.



Town of *Wellesley*

FY2026 Budget Request

Youth Commission Operating Request

Department: 542

Department Head: Maura Renzella, Youth Director

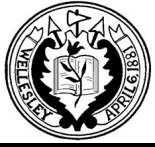
DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Budget	FY25 Request	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Full Time	\$ 82,906	\$ 84,979	\$ 89,109	\$ 94,164	\$ 96,047	\$ 1,884	2.00%
Student Intern	8,404	8,564	8,329	9,161	9,344	\$ 183	2.00%
Subtotal, Personal Services	91,310	93,543	97,438	103,325	105,391	\$ 2,067	2.00%
Expenses	14,894	12,505	10,856	17,090	17,090	\$ -	0.00%
Encumbered Expenses	-	-	5,895	-	-	\$ -	0.00%
Subtotal, Expenses	14,894	12,505	16,752	17,090	17,090	\$ -	0.00%
TOTAL TAX IMPACT	\$ 106,204	\$ 106,048	\$ 114,190	\$ 120,415	\$ 122,481	\$ 2,067	1.72%

PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
Senior Administrator	1.0	1.0	1.0	1.0	1.0
Student Intern	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Total Number of Positions	1.5	1.5	1.5	1.5	1.5

Youth Commission Operating Request

Org	Object	Account # 01-542 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES										
01542100	511010	Senior Administrator	Salary for the Youth Director	\$ 82,906	\$ 84,979	\$ 89,109	\$ 94,164	\$ 96,047	\$ 1,884	2.00%
01542100	512020	Student Intern/ temp	Funds for Youth Commission temporary help or intern.	8,404	8,564	8,329	9,161	9,344	\$ 183	2.00%
			PERSONAL SERVICES SUBTOTAL	91,310	93,543	97,438	103,325	105,391	\$ 2,067	2.00%
EXPENSES										
01542200	527010	Building Rental/Lease	Rental costs for office space and storage space	-	-	-	-		\$ -	0.00%
01542200	534010	Postage	Postage for various mailing activities	-	-	2	100	50	\$ (50)	-50.00%
01542200	534020	Telephone	Provides for telecommunication services	-	-	-			\$ -	0.00%
01542200	534060	Photocopying	Ability to duplicate various materials will be needed	-	-	-			\$ -	0.00%
01542200	538090	Other Purchased Services	Outside consulting services	-	-	-	60	60	\$ -	0.00%
01542200	542010	Office Supplies	Office supplies and materials	316	658	134	500	500	\$ -	0.00%
01542200	557020	Social and Cultural Programs	The Youth Commission runs a variety of programs for the town's youth	14,453	11,697	10,571	16,280	16,280	\$ -	0.00%
01542200	571010	In-state travel (mileage)	Travel expenses to and from various functions, events, meetings, and conferences.	-	-	-			\$ -	0.00%
01542200	573010	Dues - Administrators		125	150	150	150	200	\$ 50	33.33%
			EXPENSES SUBTOTAL	14,894	12,505	10,856	17,090	17,090	\$ -	0.00%
	570000	Other Charges & Expenses	Encumbered Expenses from Prior Year			5,895			\$ -	0.00%
									\$ -	0.00%
			DEPARTMENT TOTAL	\$ 106,204	\$ 106,048	\$ 114,190	\$ 120,415	\$ 122,481	\$ 2,067	1.72%

Youth Commission Operating Request						
Job Title Employee Name	FY25 Rate as of 6/30/25	FY26 RATE REQUEST				
		Group - Step	FY26 Starting 7/1/25	Step Adjustment Date	Adjusted Rate	Total Budget Request
Maura Renzella Youth Director	\$ 1,803.91	57	\$ 1,839.99	N/A	N/A	96,047
Student Intern/Temporary						9,344
					Total Salary \$	105,391
*Note: FY26 Salary is based on a 52.2 week year.						



Town of *Wellesley*

FY2026 Budget Request

West Suburban Veterans District Operating Request

Department: 543

Department Head: Director Veteran's Services

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Change FY25-26
Personal Services							
District Administrator & P/T Staff	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Subtotal, Personal Services	-	-	-	-	-	-	0.00%
Expenses	60,004	61,791	113,701	69,593	85,264	\$ 15,671	22.52%
Encumbered Expenses	-	-	-	-	-	\$ -	0.00%
Subtotal, Expenses	60,004	61,791	113,701	69,593	85,264	15,671	22.52%
Total	60,004	61,791	113,701	69,593	85,264	15,671	22.52%

TOTAL TAX IMPACT

\$ 60,004	\$ 61,791	\$ 113,701	\$ 69,593	\$ 85,264	\$ 15,671	22.52%
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PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Budget	FY25 Request	FY26 Request
Position Titles:					
Director of Veterans' Services	1.0	1.0	1.0	1.0	1.0
Services	1.0	1.0	1.0	1.0	1.0
District Administrative Support	0.6	0.6	0.6	0.5	0.5
Total Number of Positions ¹	2.60	2.60	2.60	2.50	2.50

¹ Payroll flows through Veterans' District

West Suburban Veterans District Operating Request

Org	Object	Account # 01-543 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
		<u>EXPENSES</u>							
01543200	577010	Ordinary Veterans Benefits ¹	\$ -	-	43,000		10,000	\$ 10,000	0.00%
01543200	569555	Veteran's District Assessment	60,004	61,791	70,701	69,593	75,264	\$ 5,671	8.15%
		EXPENSE SUBTOTAL	60,004	61,791	113,701	69,593	85,264	\$ 15,671	22.52%
		570000 Other Charges & Expenses	-	-				\$ -	0.00%
		DEPARTMENT TOTAL	\$ 60,004	\$ 61,791	\$ 113,701	\$ 69,593	\$ 85,264	\$ 15,671	22.52%

¹ The ordinary benefits & grave flags are reimbursable from the State at 75%



Audit Committee Operating Request

Department Head: Michael DiPietro, Finance Director

DEPARTMENT
EXPENDITURES

EXPENDITURES			FY22	FY23	FY24	FY25	FY26	\$ Variance	% Variance
Org	Obj		Actual	Actual	Actual	Budget	Request	FY25-26	FY25-26
		Town's General Purpose Financial							
01135200	530200	Statements (GPFS) & reports	\$ 60,400	\$ 60,530	\$ 55,030	\$ 62,250	\$ 63,000	\$ 750	1.20%
			\$ 60,400	\$ 60,530	\$ 55,030	\$ 62,250	\$ 63,000	\$ 750	1.20%

The Enterprise Funds (MLP, Water, Sewer) and Retirement Fund are audited annually. The cost is charged to each entity as follows:

	FY22	FY23	FY24	FY25	FY26
Town	\$60,000	\$60,000	\$60,000	\$61,400	\$61,400
Copying fees	\$400	\$850	\$850	\$850	\$1,600
MLP	\$19,500	\$19,500	\$19,500	\$20,000	\$20,000
Retirement	9,000	9,000	9,000	\$9,200	\$9,200
Water	7,000	7,000	7,000	7,200	7,200
Sewer	7,000	7,000	7,000	7,200	7,200
Total Contract	\$102,900	\$103,350	\$103,350	\$105,850	\$106,600

MISSION

To ensure the timely annual examination of the Town's consolidated financial statements in accordance with generally accepted auditing standards and to ensure the Town maintains sufficient systems of Internal Control.

ORGANIZATION

The Committee consists of five members with professional audit management experience who are appointed by the Moderator. The term is two years, with one extension.

Activities include the selection of an outside auditing firm to examine the financial statements of the Town, including all its departments. The Audit Committee defines the scope of the auditor's assignments and reviews their findings and recommendations with the appropriate Boards and Committees.

ACCOMPLISHMENTS

The Town has produced a timely audit with a clean "Un-Qualified " opnion for eighteen consecutive years.

FY2026 REQUEST

The fiscal 25 Audit (FY 2026 budget) is the second of two optional contract extensions.



Town of *Wellesley*

FY2026 Budget Request

Law Department Operating Request

Department: 151

Department Head: Meghan Jop, Executive Director

The Law budget provides funds for legal services for Town Boards and departments. Funds also provide for Town Counsel's attendance at Town Meetings, selected Select Board meetings and other governmental board meetings and miscellaneous routine telephone and office conferences. Funds provide for Labor Counsel services including telephone calls and meetings. This budget also provides for Town Counsel, Labor Counsel and Special Counsel expenses beyond such things as recording fees, transcripts, copying charges, and expert witness fees.

DEPARTMENT EXPENDITURES			FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Org	Object								
01151200	530100	Legal Services	404,796	486,979	294,113	480,000	480,000	-	0.00%
		Encumbered expenses from							
01151201	570000	prior fiscal year	-	-	39,000	-		-	0.00%
TOTAL Expense			\$ 404,796	\$ 486,979	\$ 333,113	\$ 480,000	\$ 480,000	-	0.00%



Town of *Wellesley*

FY2026 Budget Request

Street Lighting Operating Request

Department: 458

Department Head: Meghan Jop, Executive Director

This program provides a reliable electric street lighting system for convenience, safety and security to the Wellesley community.

Massachusetts General Law Chapter 164, Section 58 determines the annual street light rate, and the services are provided by the Town's Municipal .

Light Plant This budget has been increased to reflect modest operational cost increases.

DEPARTMENT EXPENDITURES			FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Org	Object								
14582430	521010	Expense Total	\$ 128,911	\$ 130,368	\$ 131,223	\$ 142,000	\$ 142,000	\$ -	0.00%



Town of Wellesley

FY2026 Budget Request

Risk Management Operating Request

Department: 945/211

Department Head: Meghan Jop, Executive Director

The insurance budget provides for the premium costs for general liability, automobile, property and public official liability insurance for all Town operations, as well as occupational health services. The work-related medical expenses of retired disabled uniformed police and fire personnel are also funded within this budget.

These insurance policies include General Property, Auto, Boiler and Machinery, School Leaders, Public Officials, Umbrella and Flood, as well as various official bonds. The Other Liability Insurance line item included funds for Flood Insurance and buildings taken off of Builders Risk and added to the Statement of Values.

The Enterprise Fund offsets derive from the MLP, Water, and Sewer Departments, which provide reimbursement to the insurance account based premium breakdowns from our insurance carrier. Each account's return is expected to rise proportionately with the expected rise in insurance costs.

Org	Object	Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01945200	517010	Medical Expense	1,113	\$ 95	\$ 1,719	\$ 3,100	\$ 3,100	\$ -	0.00%
01945200	530900	Other Professional Services	-	-	-			\$ -	-
01945200	574010	Comprehensive Liability Insurance Premium	\$ 710,744	\$ 777,471	\$ 836,112	\$ 986,150	\$ 1,065,042	\$ 78,892	8.00%
01945200	574011	Rewards Credit	\$ (26,334)	\$ (31,776)	\$ (29,455)	\$ (26,000)	\$ (26,000)	\$ -	0.00%
01945200	574012	Early Pay Discount	\$ (17,769)	\$ (19,403)	\$ (20,903)	\$ (20,000)	\$ (20,000)	\$ -	0.00%
01945200	574013	Endorsements	\$ 29,973	\$ 1,200	\$ -	\$ 30,000	\$ 30,000	\$ -	0.00%
01945200	574014	Endorsement Credit/Participation Credit	\$ (20,836)	\$ (44,468)	\$ (30,121)	\$ (22,000)	\$ (22,000)	\$ -	0.00%
01945200	574015	Enterprise Allocation (Water, Sewer, MLP)	(144,396)	(146,781)	(153,555)	(165,000)	(165,000)	\$ -	0.00%
01945200	574016	Insurance Deductibles	37,278	54,247	4,617	30,000	30,000	\$ -	0.00%
01945200	574018	Notary Insurance	1,079	1,101	1,101	1,100	1,150	\$ 50	4.55%
01945200	574090	Other Liability Insurance	3,897	7,478	10,584	5,000	10,000	\$ 5,000	100.00%
01945200	574096	Other Liability Insurance - Weston Rd	4,897	3,195	-	4,300	4,300	\$ -	0.00%
			579,647	602,359	620,099	826,650	910,592	\$ 83,942	10.15%
	570000	Encumbrances		-				\$ -	-
			579,647	602,359	620,099	826,650	910,592	\$ 83,942	10.15%
01211200	530900	Injured on Duty-Police & Fire Accident Policy	\$ 66,738	\$ 70,755	\$ 73,987	\$ 100,000	\$ 100,000	\$ -	0.00%



Town of *Wellesley*

FY2026 Budget Request

Zoning Board of Appeals: Mission, Services, & Priorities

DEPARTMENT MISSION

The Zoning Board of Appeals is empowered to hear and decide Appeals, petitions for Variances, Special Permits, Findings, Site Plan Approvals, and Comprehensive Permits pursuant to the provisions of and in compliance with the Zoning Bylaw of the Town and the Zoning Act (MGL Chapter 40A and 40B).

The Zoning Board of Appeals consists of three permanent members and three associate members, each appointed by the Board of Selectmen for a three-year term. The permanent members on the current Board are J. Randolph Becker, Chairman, Robert W. Levy, Vice Chairman, and David G. Sheffield. The associate members are Walter B. Adams, Derek B. Redgate and Peter Covo. Lenore Mahoney serves as Executive Secretary and Sandy Hobson serves as Technical Administrator.

The FY26 budget includes continued funding for the part-time Technical Administrator position. Reporting to the Executive Secretary, the Technical Administrator's primary responsibilities include updating and maintaining the ZBA's website, interacting with Board members, various Town departments and the public, and preparing documentation which, at times, involves extensive research of ZBA and Town records.

Special Permit cases continue to be steady with backlogs of generally 1-2 months for regular hearing dockets. The ZBA has capped the docket list to 10 applications to reduce the workload. Dockets for large projects have remained steady, generating considerable paperwork with minutes and decisions under statutory time constraints. Timing is critical for all special permit, site plan, and comprehensive permit reviews which have specific time periods for opening hearings once submitted, otherwise they are constructively approved. A total of 78 new petitions were filed during FY24, including substantial review site plan applications for the Tenacre Country Day School, Wellesley Country Club and Wellesley College.



Town of *Wellesley*

FY2026 Budget Request

Zoning Board of Appeals Operating Request

Department: 176

Department Head: Lenore Mahoney

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Full Time	\$ 59,474	\$ 60,871	\$ 63,737	\$ 67,058	\$ 68,399	\$ 1,341	2.00%
Part Time	\$ 16,015	\$ 17,586	\$ 18,359	\$ 21,548	\$ 21,548	\$ (0)	0.00%
Subtotal, Personal Services	75,489	78,458	82,096	88,606	89,947	1,341	1.51%
Expenses	7,842	6,078	6,837	9,190	9,430	240	2.61%
Encumbrances	245	-	192	-	-	-	0.00%
Subtotal, Expenses	8,087	6,078	7,028	9,190	9,430	240	2.61%
TOTAL	\$ 83,575	\$ 84,536	\$ 89,124	\$ 97,796	\$ 99,377	\$ 1,581	1.62%
PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request		
Position Titles:							
Executive Secretary	1.0	1.0	1.0	1.0	1.0		
Support Staff	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>		
Total Number of Positions	1.5	1.5	1.5	1.5	1.5		

Zoning Board of Appeals Operating Request

Org	Obj	Account # 01-176 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES										
01176100	511220	Other Professional Staff	Salary for Executive Secretary	\$ 59,474	\$ 60,871	\$ 63,737	\$ 67,058	\$ 68,399	\$ 1,341	2.00%
01176100	511420	Other Support Staff	Vacant - 19hrs week Support Staffer	\$ 16,015	\$ 17,586	\$ 18,359	\$ 21,548	\$ 21,548	\$ (0)	0.00%
			PERSONAL SERVICES SUBTOTAL	75,489	78,458	82,096	88,606	89,947	\$ 1,341	1.51%
EXPENSES										
01176200	524030	Equipment Maintenance		-	524	-			\$ -	0%
01176200	534010	Postage	Mailing of Notices, Decisions, General Correspondence	3,059	1,682	3,500	3,500	3,500	\$ -	0.00%
01176200	534030	Advertising - General	These funds are for the cost of placing legal ads and meeting agendas in local newspapers. Monthly bills are averaging \$250/per month.	2,082	1,961	1,991	2,500	2,500	\$ -	0.00%
01176200	534040	Printing & Mailing Expense	Imprinted envelopes, pads & stationary.						\$ -	0%
01176200	542010	Office Supplies	Supplies for the office such as;	872	1,680	805	1,500	1,500	\$ -	0.00%
01176200	573010	Dues-Administrators	Mass. Federation of Planning & Appeals Boards	-	-	-	140	140	\$ -	0.00%
01176200	573020	Dues-Professional Staff	Landlaw & Landletter Subscriptions	250	230	540	300	540	\$ 240	80.00%
01176200	583120	Office Machine Replacement		1,579	-	-	1,250	1,250	\$ -	0.00%
				-	-				\$ -	0%
			EXPENSE SUBTOTAL	7,842	6,078	6,837	9,190	9,430	\$ 240	2.61%
	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year	245	-	192	-	-	\$ -	0%
			DEPARTMENT TOTAL	\$ 83,575	\$ 84,536	\$ 89,124	\$ 97,796	\$ 99,377	\$ 1,581	1.62%

Zoning Board of Appeals Operating Request						
Job Title Employee Name	FY25 Rate as of 6/30/2025	FY26 RATE REQUEST				Total Budget Request FY26
		Group - Step	FY26 Starting Rate 7/1/25	Step Adjustment Date	Adjusted Rate	
Lenore R. Mahoney Executive Secretary	\$ 1,284.63	51	\$ 1,310.32	N/A	N/A	68,399
Alexandra Hobson- Other Support Staff - 19 hrs per week	\$ 20.88	DA01	\$ 404.65	N/A	N/A	21,123
Additonal Part Time Hours						425
					Total Salary \$	89,947
*Note: FY26 Salary is based on 52.2 weeks						

50,60 series increase 2.0% 1.020
Pay periods in FY26= 52.2



Town of Wellesley

FY2026 Budget Request

Select Board Appointed Committees Operating Request

Org	Object	Committee	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01180200	534040	Housing Development Corp.	Postage, printing, and photocopying costs.	4,025	3,915	4,385	6,500	6,500	\$ -	0.00%
			Subtotal Housing Development	4,025	3,915	4,385	6,500	6,500	\$ -	0.00%
01691200	557010	Historical Commission	Programs & Activities	471	421	478	750	750	\$ -	0.00%
			Subtotal Historical Commission *	471	421	478	750	750	\$ -	0.00%
01692200	557010	Celebrations Committee	Funds provide for the Town's contribution to the Celebration's Committee activities.	9,400	4,700	7,500	5,000	10,000	\$ 5,000	100.00%
			Subtotal Celebrations Committee	9,400	4,700	7,500	5,000	10,000	\$ 5,000	100.00%
01693200	557010	Memorial Day	Funds provided for Grave flags - these costs are 75% reimbursable from the State and should be tracked with Veterans Ordinary Benefits. Funds for amplification and event advertising	2,163	3,425	3,272	3,450	3,450	\$ -	0.00%
01693200	557010	Memorial Day	Stipend for Graves Officer	2,500	2,500	2,500	2,500	2,500	\$ -	0.00%
			Subtotal Memorial Day	4,663	5,925	5,772	5,950	5,950	\$ -	0.00%
01695200	557010	Cultural Council	Town funds provided to the Wellesley Cultural Council	-	-	-	-	2,000	\$ 2,000	100.00%
			Subtotal Cultural Council	-	-	-	-	2,000	\$ 2,000	100.00%



Town of *Wellesley*
FY2026 Budget Request
Police Department: Mission, Services & Priorities

MISSION

The Mission of the Wellesley Police Department is to promote and maintain a partnership with the citizens of Wellesley. Our goal is to preserve life, maintain human rights, protect property, promote individual responsibility, and community commitment. We shall endeavor to enhance the overall quality of life through mutual trust, respect, and the fair and equitable enforcement of the laws while carefully safeguarding the dignity of all.

The Police Department is a state accredited full-service public safety agency charged with the responsibility of providing business and neighborhood policing services and the protection of life and property within the Town of Wellesley. The Police Department provides these services with uniformed and plainclothes police officers by way of patrol and investigation.

The Police Department, working with Coastal Ambulance and the Wellesley Fire Rescue Department, also provides emergency medical services within the Town of Wellesley.

Additionally, the Police Department provides a number of ancillary policing services, to include, but not limited to, a Crisis Intervention Team, School Resource Officers, Animal Control, Domestic Violence Officer, Wellesley Housing Authority Community Policing Officer, Community Service Dog Officer, Elder Affairs Officer, and various police/community relations services. It is important to note that the Domestic Violence Officer, Community Service Dog Officer, Elder Affairs Officer, and the Liaison to the Wellesley Housing Authority are police officers who address these respective responsibilities above and beyond their primary duties with the Police Department.

A review by the Select Board indicated that the minimum staffing level for the Police Department should be five (5) police officers and a supervisor during the day shift; five (5) police officers and a supervisor during the first half; and four (4) police officers and a supervisor during the last half. Thus, at a minimum the patrol shift is generally made up of a police sergeant, two police officers/EMT's, and two or three additional police officers/non-EMTs (depending on time of day). This staffing level requires the filling of 17 positions each day for a total of 6,205 shifts per year. This is necessary to accomplish and support the above staffing of police officers.



Town of *Wellesley*
FY2026 Budget Request
Police Department: Mission, Services & Priorities

CHIEF (1)

The Chief is assigned to a traditional workweek, in a non-union management position and oversees all administrative duties and responsibilities within the police department.

DEPUTY CHIEF (1)

The Deputy Chief is assigned to a traditional workweek, in a non-union management position and is responsible for the performance of various administrative duties and responsibilities within the police department.

POLICE LIEUTENANTS (4)

The four Lieutenants are assigned to a traditional work week, Monday through Friday. The Lieutenants are assigned to perform command duties over the four functional divisions of the department: Support Services, Patrol, Criminal Investigations as well as Traffic and Parking. In addition to these assignments, each of these Lieutenants have ancillary responsibilities, (i.e., training coordinator, grant writing, accreditation, administrative services, firearms permits, etc.), which are necessary for the good working order and management of the Police Department.

POLICE SERGEANTS (6)

Each of the six Sergeants are assigned to perform patrol supervisory duties. Additionally, they are also assigned ancillary and staff responsibilities, which are necessary for the good working order and management of the Police Department.

POLICE OFFICERS (34)

Twenty-six of the thirty-four Police Officers are assigned to perform community policing services, including patrol and emergency response. One Police Officer is assigned to the duties of Court Liaison Officer and two Police Officers are assigned to perform the duties and responsibilities of the School Resource Officer (one is primarily assigned to the Wellesley High School and Middle School and the second is assigned to the Middle School and six elementary schools). One Police Officer is assigned to manage our network and information systems as well as investigate computer related crimes, and four Police Officers are assigned as Detectives. It is important to note the absolute necessity to have an adequate number of Police Officers trained and assigned to perform the critical function of investigative Detective. It cannot be stressed more strongly that it is imperative that the Police Department, and the community, maintain an adequate investigative capability within the Police Department. Toward this end, Detectives must be dedicated to the responsibilities



Town of *Wellesley*
FY2026 Budget Request
Police Department: Mission, Services & Priorities

of performing as investigators, if the best interests of the public, and more particularly the victims of violence or other criminal infractions, are to be served.

PUBLIC SAFETY COMMUNICATIONS CENTER

The police, fire, and ambulance dispatch functions operate as a single consolidated Public Safety Communications Center located in the Police Department Headquarters building. Dispatchers are guided by a procedural manual and operational protocols, which are continuously reviewed and updated. Subsequently, all dispatchers are thoroughly trained in the dispatching of police, fire, and emergency medical services. All dispatchers are certified in Emergency Medical Dispatching protocols and recertify bi-annually. Both the Police and Fire Chiefs continue to monitor the operation of the Public Safety Communications Center to ensure optimal, seamless communications and delivery of public safety services.

DISPATCHERS (10)

The function of the dispatchers is to facilitate the response of appropriate public safety resources to an emergency scene. Their primary function is the receipt and generation of messages at the consolidated Public Safety Communications Center. Additionally, they are tasked with assisting members of the public and performing various clerical duties. The 10 dispatchers are assigned to a 4-and-2 schedule. In this rotation, two dispatchers are always on duty, while a third dispatcher may be scheduled during the peak activity periods of the day and evening shift.

FY26 Goals

The Police Department Goals for FY26 will be to provide suitable and complete training for all members of the Department. We have hired many new officers over the past few years and have had several promotions across the department to senior leadership positions. One of our primary goals for this Fiscal Year is to onboard and transition our new officers into the department. This will ensure our officers meet and provide the high level of service that Wellesley expects and deserves. We are committed to developing, as well as mentoring, our officers and supervisors to ensure the future leadership of the department is well prepared for current and future challenges that our community faces.



Town of *Wellesley*
FY2026 Budget Request
Police Department: Mission, Services & Priorities

TRAINING

The Department seeks to provide current and extensive training relating to the many aspects of police work. This includes, but is not limited to training on Domestic Violence, De-escalation, Implicit Bias, mental health issues, as well as Community Policing strategies and policies. The department has completed training in the area of leveraging first impressions and empathy, proudly leading the way as the first in the state. Officers are also provided training in first aid, EMT refresher training, and legal updates. Additionally, each officer is trained in the use of nasal narcan. Narcan can immediately reverse an opiate (Heroin, Percocet, Oxycodone, Fentanyl) overdose, and has been extremely effective in saving lives. Narcan is carried in every Wellesley Police Department cruiser.

In FY26, all sworn members of the department will attend a minimum of forty-hours of in-service training programs focusing on topical areas. This year's in-service training program gives special focus to appropriate use of force, officer safety, officer wellness and safeguarding 1st Amendment rights. Officers will also receive training on ways to improve community police relations and responding to emergencies of those with mental illness.

HIRING

The strength of the Wellesley Police Department lies with our personnel. It is critical to hire civilians and officers who fit the professional and cultural needs of the Town and the department. We administered our 8th entrance exam on June 22, 2024, since leaving civil service. We had 100 applicants take the entrance exam.

As a result of that exam, in early FY 25 we hired five new police officers to fill vacant positions. It takes approximately 10 months once the police academy starts for a new officer to complete all the training necessary to work in Wellesley. A new Police Chief and Deputy Police Chief were promoted in FY 25, as well as Lieutenant and Sergeant, filling out supervisory vacancies that have occurred due to retirements.

SCHOOL SAFETY

In FY26 we will continue to maintain a close partnership with the Wellesley Public Schools with regard to conducting timely reviews and practical drills of the school security plans. This ensures best practices are being implemented district wide. Our two full-time School Resource Officers continue to work closely with school staff every day.



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FY2026 Budget Request
Police Department: Mission, Services & Priorities

Crisis Intervention Team (CIT)

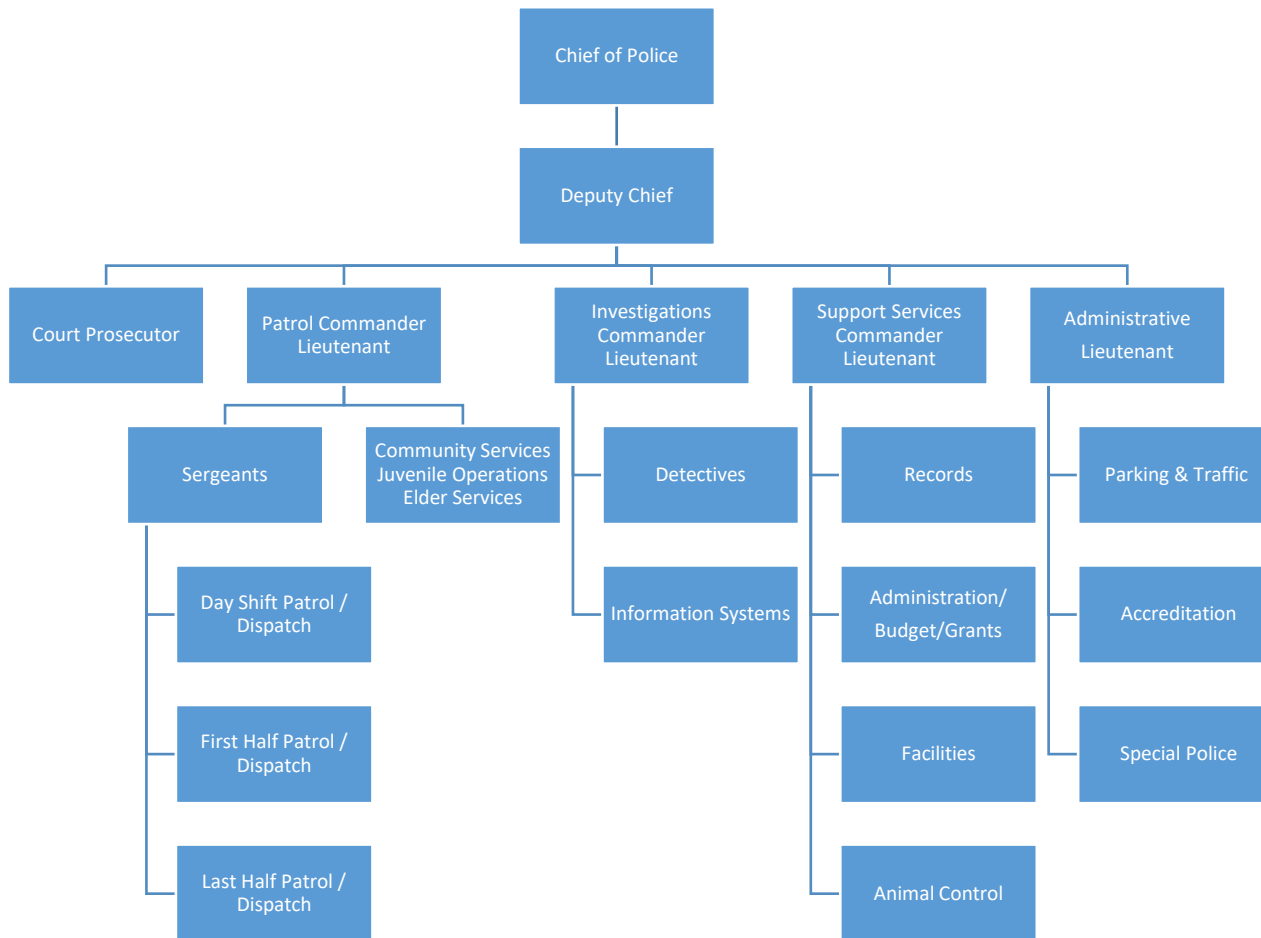
The department continues to enhance and utilize the CIT (Crisis Intervention Team) initiative within the community. The department's ongoing goal is to augment the number of trained and certified CIT officers on staff. CIT officers undergo an 80 hour specialized certification course, and presently, more than 50% of the department holds the certification. CIT trained officers have the ability to follow up effectively with long term cases, collaborating with the department's social worker, as well as other outside agencies within the community. This collaboration, often with the Council on Aging, Health Department, and other social services agencies, provides a higher level of service and seeks a solid, seamless resolution to issues.

Operating Budget Summary

The Police Department budget at present proposes an overall increase of 4.06% for FY26. This increase includes a contractual mandated COLA increase for the Superior Officers, Patrol, and Dispatch Unions. It reflects a 2.5% COLA increase for the Chief and Deputy Chief, with an additional 2% for potential merit increases as determined by the Town. The 40 series employees received a 3% increase and the 50 series a 2% increase per guidelines. There are currently 12 patrol officers, 5 dispatchers and one civilian employee on step increases. Many expense line items have been level funded. The year-over-year expense increase of 4.50% is mainly driven by an increase in the cost of obtaining replacement hybrid vehicles for our fleet. We remain committed to our efforts to reduce greenhouse gases by replacing all gas-powered marked police vehicles with hybrid vehicles and where practical, all electric vehicles. The department placed its second fully electric patrol vehicle in service in FY25 as well.



Town of *Wellesley*
FY2026 Budget Request
Police Department: Mission, Services & Priorities





Town of *Wellesley*
FY2026 Budget Request
Police Department: Mission, Services & Priorities

RECEIPTS FROM FEES AND CHARGES:

TYPE	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Anticipated	FY26 Plan
False Alarm - 422500	\$ 4,975	\$ 4,900	\$ 2,000	\$ 3,500	\$ 3,500
Copies - 432050	2,755	2,374	3,371	2,500	2,500
Court Fines - 477200	37,283	41,172	40,086	75,000	75,000
Animal Control Fine - 477300	5,200	4,150	5,150	5,000	5,000
Gun Permits - 444010	2,713	3,188	4,925	3,000	3,000
Other/Unclassified - 489000	1,091	399	77	500	500
Marijuana Citations	300	90	380	250	250
Assets sales - 485000	-	3,355	-	20,000	20,000
Detail Admin. - 28021025					
Traffic Officer	35,056	37,168	38,137	41,774	38,610
General Fund Transfer	120,000	150,000	100,000	100,000	-
Admin. Assistant	59,764	59,764	66,866	68,821	71,917
Total	\$ 269,137	\$ 306,560	\$ 260,992	\$ 320,345	\$ 220,277

ANTICIPATED FY26 GRANTS OR GIFTS, WHICH MAY BE EXPENDED WITHOUT APPROPRIATION:

COMMONWEALTH OF MASSACHUSETTS
GOVERNOR'S HIGHWAY SAFETY BUREAU CLICK IT OR TICKET GRANT
STATE 911 DEPARTMENT SUPPORT AND INCENTIVE GRANT
STATE 911 DEPARTMENT TRAINING GRANT AND EMD GRANT

FEDERAL:
U.S. DEPARTMENT OF JUSTICE BULLETPROOF VEST PARTNERSHIP



Town of Wellesley

FY2026 Budget Request

Police Department Operating Request

Department: 210

Department Head: Scott Whittemore, Police Chief

DEPARTMENT EXPENDITURES

	<u>FY22 Actual</u>	<u>FY23 Actual</u>	<u>FY24 Budget</u>	<u>FY25 Request</u>	<u>FY26 Request</u>	<u>\$ Variance FY25-26</u>	<u>% Variance FY25-26</u>
Personal Services							
Full Time	\$ 4,860,917	\$ 4,728,395	\$ 5,127,046	\$ 5,896,686	\$ 6,084,590	\$ 187,904	3.19%
Longevity	14,969	16,183	17,298	20,006	21,725	\$ 1,719	8.59%
Vacation Coverage, Holiday Pay, Illness, etc.	1,349,611	1,760,421	1,758,456	1,333,640	1,434,365	\$ 100,725	7.55%
Subtotal, Personal Services	6,225,497	6,504,999	6,902,800	7,250,332	7,540,679	290,347	4.00%
Expenses	488,871	524,976	576,466	863,565	902,429	\$ 38,864	4.50%
Encumbered Expended	-	-	-	-	-	-	0.00%
Subtotal, Expenses	488,871	524,976	576,466	863,565	902,429	38,864	4.50%
TOTAL	\$ 6,714,368	\$ 7,029,975	\$ 7,479,266	\$ 8,113,897	\$ 8,443,108	\$ 329,211	4.06%

PERMANENT STAFFING (FTEs)

	<u>FY22 Actual</u>	<u>FY23 Actual</u>	<u>FY24 Actual</u>	<u>FY25 Budget</u>	<u>FY26 Request</u>
Position Titles:					
Chief	1.0	1.0	1.0	1.0	1.0
Deputy Chief	1.0	1.0	1.0	1.0	1.0
Lieutenants	4.0	4.0	4.0	4.0	4.0
Sergeants	6.0	6.0	6.0	6.0	6.0
Patrol Officers	34.0	34.0	34.0	34.0	34.0
Animal Control Officer	1.0	1.0	1.0	1.0	1.0
Dispatchers	10.0	10.0	10.0	10.0	10.0
Staff	4.0	4.0	4.0	4.0	4.0
Total Number of Positions	61.0	61.0	61.0	61.0	61.0

Police Department FY26 Operating Budget Request

Org	Object	Account # 01-210 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
			PERSONAL SERVICES							
01210100	511010	Chief / Deputy Chief	Based on contractual obligations and potential for merit pay increase.	\$ 380,643	\$ 394,762	\$ 424,586	\$ 445,977	\$ 440,013	\$ (5,964)	-1.34%
01210100	511140	Lieutenants	Increase per collective bargaining agreement.	377,010	384,844	431,596	588,244	605,890	\$ 17,646	3.00%
01210100	511220	Sergeants	Increase per collective bargaining agreement.	757,180	743,971	734,592	753,117	781,418	\$ 28,301	3.76%
01210100	511230	Police Officers	Increase per collective bargaining agreement and 11 officers eligible for step increases.	2,557,868	2,630,763	2,835,710	3,199,330	3,308,547	\$ 109,217	3.41%
01210100	511240	Animal Control	Increase per guidelines and step increase.	57,505	61,813	84,940	72,264	77,388	\$ 5,124	7.09%
01210100	511370	Clerical	Increase per guidelines.	124,001	130,250	134,729	136,749	140,845	\$ 4,096	3.00%
01210100	511245	IT Programmer Analyst	Increase per guidelines.	68,311	70,477	73,916	77,765	79,320	\$ 1,555	2.00%
01210100	511420	Dispatchers	Increase per collective bargaining agreement and 5 dispatchers eligible for step increases.	538,400	311,513	406,978	623,240	651,168	\$ 27,928	4.48%
01210100	513210	Vacation Coverage	Increase based on actual usage and collective bargaining agreement.	161,663	179,020	186,716	134,881	144,997	\$ 10,116	7.50%
01210100	513220	Illness Coverage	Increase based on actual usage and collective bargaining agreement.	129,668	136,978	193,544	143,440	154,198	\$ 10,758	7.50%
01210100	513250	Other Coverage	Increase based on contractual obligations, actual usage and increased training mandates. This budget line item accounts for the provision of the following items: Training; includes annual mandated in-service, firearms, less lethal force options, de-escalation training, EMT and other training needs as noted in the departments services; Special Investigations; Jail Suicide Prevention and care of prisoners; Special Events Coverage, including election, parades, marathon, Town Meetings, fireworks and other community celebrations. Additionally it accounts for school security and community security initiatives.	653,539	1,045,187	933,564	573,000	630,300	\$ 57,300	10.00%
01210100	514010	Night Shift Differential	Changes based on shift assignments and changes in employees who are eligible for night shift differential.	70,909	67,999	69,997	92,486	99,134	\$ 6,648	7.19%
01210100	515010	Holiday Pay	Based on collective bargaining and step increases for 16 employees eligible for holiday pay benefits.	173,814	158,334	203,524	238,865	247,219	\$ 8,354	3.50%
01210100	515030	Sick Leave Buy Back	Increase based on actual usage and collective bargaining agreement.	63,009	55,223	76,015	49,749	52,236	\$ 2,487	5.00%
01210100	515050	Longevity	Increase based on eligible employees reaching a higher longevity tier.	14,969	16,183	17,298	20,006	21,725	\$ 1,719	8.59%
01210100	515080	Court Time/personal days	Increase based on actual usage and collective bargaining agreement.	70,621	59,983	51,793	68,774	72,213	\$ 3,439	5.00%
01210100	519020	Sick Leave/Vac. Buy Back	Increase based on actual usage and collective bargaining agreement.	26,389	57,696	43,304	32,445	34,067	\$ 1,622	5.00%
			PERSONAL SERVICES SUBTOTAL	6,225,497	6,504,999	6,902,800	7,250,332	7,540,679	\$ 290,347	4.00%
			EXPENSES							

Police Department FY26 Operating Budget Request

Org	Object	Account # 01-210 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01210200	517020	Medical Checkup	Medical and psychological evaluation of applicants for all positions in the department. New departmental drug policy will require annual random drug testing of employees.	1,319	3,724	964	3,500	3,500	-	0.00%
01210200	517030	Meal Allowance	Provides meals for officers away from town for court, training programs and investigations.	129	67	98	250	250	-	0.00%
01210200	517040	Tuition Reimbursement	Tuition for members enrolled in degree programs in accordance with the Town's policy and initiative to recruit experienced and educated police officers and to encourage current police officers to pursue higher education. College educated police officers develop the skills and broad perspective to provide quality police services for the residents of Wellesley.	7,000	-	15,800	13,000	15,000	2,000	15.38%
01210200	524020	Vehicle Maintenance	The department's initiative to make full use of new car warranties and to dispose of surplus vehicles through a used car wholesaler helps to hold the line on maintenance costs while returning a greater dollar value to the Town for the sale of the surplus cruisers.	42,336	70,348	43,717	44,000	46,000	2,000	4.55%
01210200	524030	Equip. & Maint. Contracts	Yearly or seasonal equipment service contracts for security systems and the many new technologies that help make policing more effective. The department's computers, telephone system, jail cell monitors and investigative equipment are some of the areas covered by maintenance contracts	53,532	52,246	87,845	53,000	55,000	2,000	3.77%
01210200	524040	Equipment Maintenance	Some maintenance contracts are more expensive than simply providing service when needed. The department evaluates every area of equipment maintenance to determine the most cost effective means to maintain operational readiness.	6,179	16,845	16,994	20,000	20,000	-	0.00%
01210200	527050	Copier Rental	This covers the monthly lease fee and other expenses associated with the lease and maintenance of one new copier.	4,277	3,963	4,764	4,800	4,800	-	0.00%
01210200	527090	Other Rental	This covers the monthly fee and other expenses associated with an internet based investigative support system.	2,445	2,405	1,542	2,425	2,425	-	0.00%
01210200	530310	Public Safety Health Care Svcs	This covers contract services with O'Donnell Pomer Counseling and Consulting, LLC for Law Enforcement Community Mental Health Programs.	34,440	38,565	39,232	45,772	47,832	2,060	4.50%
01210200	530500	Training & Development	The relative youth of police personnel places a priority on continuous training in the variety of skills required of community policing professionals. The continuing training of all members of the department in areas such as Narcan administration, fair and impartial policing, de-escalation, emerging mental health issues and implicit bias training are just a few examples of the training the department provides to keep up with ever changing expectations and requirements of community policing and modern police professionals.	77,119	31,406	30,869	60,000	60,000	-	0.00%
01210200	534010	Postage	The department mails invoices for police services and collecting amounts due on those invoices.	1,793	3,659	2,040	2,000	2,000	-	0.00%

Police Department FY26 Operating Budget Request

Org	Object	Account # 01-210 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01210200	534020	Telephone	Telephone services cover a broad spectrum of department electronic systems including mobile data terminals, ground lines for radio transmitters and radio satellite receivers and cellular phones.	33,888	32,453	39,478	36,820	38,000	1,180	3.20%
01210200	534030	Advertising-General	The department advertises to fill non-police positions (i.e. dispatchers, clerks, secretary) and to publicize requests for contracts.	-	-	-	500	500	-	0.00%
01210200	534055	Cable and Internet	Internet services for computers and equipment.	3,180	3,180	3,180	3,180	3,180	-	0.00%
01210200	534070	National Crime Information Computer (NCIC)	The NCIC system is the means by which the Police Department communicates with regional, state and national crime information data bases. The NCIC also broadcasts terrorist alerts, missing person notification, weather hazards and storm warnings and violent offender reports. Community policing officers utilize this system to identify crime trends and prepare local initiatives to prevent crime, apprehend criminals and recover lost and stolen property.	1,605	1,605	1,715	1,605	1,715	110	6.85%
01210200	541010	Gasoline	Police cruisers provide a mobile office for community policing officers. Maintaining these cruisers on neighborhood patrol requires gasoline. The Police Department participates in the Town's bulk purchase of fuel and maintains the cruisers for optimum fuel mileage.	80,084	76,725	66,827	80,628	83,047	2,419	3.00%
01210200	541020	Diesel	Diesel fuel is used for generators utilized by the department at the firearms range and emergency power generator	786	738	986	650	750	100	15.38%
01210200	542010	Office Supplies	The department makes bulk purchases and strives to acquire supplies in a cost effective manner.	12,530	12,182	16,285	15,610	16,000	390	2.50%
01210200	542020	Copier Supplies	Demand for copies of police records; including those from insurance companies, the public, the courts and the media drive this expense.	1,499	1,126	1,721	2,000	2,000	-	0.00%
01210200	542090	General Supplies	General supplies & materials.	12,783	13,331	13,695	14,750	14,750	-	0.00%
01210200	542110	Uniforms	Provides for the requirements of various employment contracts and the hiring of officers & dispatchers.	42,446	76,413	57,927	57,500	60,000	2,500	4.35%
01210200	543040	Equipment	Desk top computers, printers, scanners, batteries for all portable electronic devices, video and audio tape, and other equipment used and replaced on a regular basis. To keep up with emergent technology trends and replace obsolete equipment.	21,192	11,357	27,847	24,500	25,250	750	3.06%
01210200	550010	Medical Supplies	Equipment and supplies used by police officers at medical emergencies. This includes the purchase of batteries for the AED's, am-bu bags, bandages, sterile cloths for burn victims, ice packs and blankets.	39	951	310	3,500	3,500	-	0.00%
01210200	552020	Ammunition & Training Supplies	These funds are used to purchase ammunition, cartridges for the electronic control devices and other supplies for the training, certification and recertification of police officers. The department provides a training program to assure the safe handling and proficient use of issued and authorized firearms.	9,261	12,973	16,013	25,000	25,000	-	0.00%
01210200	552050	Photographic	The purchase of DVDs and USB flash drives for serious motor vehicle accidents, crime scenes and victims. Public records requests for photographs and video images drive this expense.	760	3,377	1,351	2,500	2,500	-	0.00%

Police Department FY26 Operating Budget Request

Org	Object	Account # 01-210 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01210200	552080	Animal Control	State law mandates the veterinarian services funded in this item. Calls involving wild animals and stray cats and dogs generate these costs, including supplies and services for the Animal Control Officer.	2,850	10,107	3,101	4,250	4,250	-	0.00%
01210200	557010	Programs & Activities	Funding for community-oriented programs including citizen police academies, the police honor guard, bicycle patrols and other community outreach efforts and initiatives.	9,807	11,904	14,248	9,775	11,000	1,225	12.53%
01210200	557080	Lockup Provisions	State law requires funding for meals and clean blankets for persons taken into custody as well as prescription medicine when necessary.	165	309	197	250	250	-	0.00%
01210200	571010	Mileage	Covers in-state travel pursuant to the Collective Bargaining Agreements.	1,351	3,161	875	1,600	1,600	-	0.00%
01210200	571120	Conf/Mtgs - Professional Staff	Funds the cost associated with professional conferences and staff development including regional meetings to exchange criminal intelligence information, drug task force efforts and participation in the Metropolitan Law Enforcement Council.	5,785	6,971	6,946	5,700	6,050	350	6.14%
01210200	572110	Conf/Mtgs - Admin. Out of State	For the Chief and Deputy Chief to attend national, state and regional conferences to assure the department meets the changing demands of law enforcement, community policing and community	3,196	1,485	7,500	5,000	5,000	-	0.00%
01210200	573020	Membership Dues-Professional Staff	The services provided by a number of personnel within the police department benefit from membership in various professional associations and organizations. They include the Chief of Police, The Deputy Chief of Police, the Animal Control Officer, Detectives, Prosecutor, Domestic Violence Officer and bicycle officers.	15,094	15,207	15,843	15,500	16,000	500	3.23%
01210200	585110	Cruiser Purchase	Recurring Police Vehicle Replacement Costs.	-	6,196	36,559	304,000	325,280	21,280	7.00%
			EXPENSE SUBTOTAL	488,871	524,976	576,466	863,565	902,429	38,864	4.50%
		570000								
		Other Charges & Expenses	Encumbered expenses from prior fiscal year			229,893			-	0.00%
									-	0.00%
			DEPARTMENT TOTAL	\$ 6,714,368	\$ 7,029,975	\$ 7,709,159	\$ 8,113,897	\$ 8,443,108	\$ 329,211	4.06%

Police Department FY26 Operating Budget - Salaries

FY26 RATE REQUEST

Other
Funding
Source:

Org	Employee Name	Title	Starting Rate 06/30/2024	Emt Stipend	ED Stipend	Car seat stipend	Other Stipend	Weekly Base Pay as of 7/1/24	Step Adjustment Date	Adjusted Rate	Total GF Budget Request	Chg'd to Details/SETB Grant/T&P:	Night Shift
511010	Whittemore, Scott	Chief of Police	\$ 4,462					4,573.08			238,715		
511010	Renzella, Jeffrey	Deputy Chief of Police	\$ 3,688					3,856.28			201,298		
									Subtotal Admin		440,013		
511140	Cleary, Marie	Lieutenant	\$ 2,551	127.55	637.75			3,316.31			173,112		
511140	Gallagher, Robert	Lieutenant	\$ 2,551	127.55	637.75			3,316.31			173,112		
511140	Showstead, Scott	Lieutenant	\$ 2,551	127.55	637.75			3,316.31			173,112		
511140	Vacant	Lieutenant	\$ 2,551	127.55	637.75			3,316.31			173,112		
										(Traffic)	-86,556		
											605,890		
511220	Atwood, Steven	Sergeant	\$ 1,821	91.06	455.28		127.48	2,494.95			130,236		5228.46
511220	Carrasquillo, Mark	Sergeant	\$ 1,821	91.06	455.28		127.48	2,494.95			130,236		2091.39
511220	Gerrans, Glen	Sergeant	\$ 1,821	91.06	455.28		127.48	2,494.95			130,236		
511220	Griffin, William	Sergeant	\$ 1,821	91.06	455.28		127.48	2,494.95			130,236		
511220	Lemenager, Mike	Sergeant	\$ 1,821	91.06	455.28		127.48	2,494.95			130,236		5228.46
511220	Shore, Brian	Sergeant	\$ 1,821	91.06	455.28		127.48	2,494.95			130,236		5228.46
									Subtotal Sergeants		781,418		17776.78
511230	Barros, Timothy	Prosecutor-EMT (8)	\$ 1,571	78.55	392.74		141.38	2,183.61			113,984		
511230	Bean, Joseph	Patrol Officer-EMT(Step 3/4)	\$ 1,258	62.92	251.69		12.58	1,585.63	7/31/2025	1678.80	87,206		3368.14
511230	Carey, Patrick	Patrol Officer (2/3)	\$ 1,221		244.17		12.21	1,477.20	6/13/2026	1,522.71	77,220		
511230	Carr, Patrick	Patrol Officer-EMT (3/4)	\$ 1,258	62.92	314.61		12.58	1,648.56	6/4/2026	1,745.42	86,424		3291.20
511230	Collins, Brian	Patrol Officer-EMT (6)	\$ 1,481	74.04	296.15		14.81	1,865.76			97,393		3864.78
511230	Cunningham, Christopher	Patrol Officer-EMT	\$ 1,571	78.55			15.71	1,665.20			86,923		
511230	D'Innocenzo, Mark	Patrol Officer-EMT-Detective	\$ 1,525	76.26	381.30		137.27	2,120.00			110,664		
511230	DiCenso, Tana	Patrol Officer-EMT	\$ 1,481	74.04	296.15		14.81	1,865.76			97,393		

Police Department FY26 Operating Budget - Salaries

FY26 RATE REQUEST

Other
Funding
Source:

Org	Employee Name	Title	Starting Rate 06/30/2024	Emt Stipend	ED Stipend	Car seat stipend	Other Stipend	Weekly Base Pay as of 7/1/24	Step Adjustment Date	Adjusted Rate	Total GF Budget Request	Chg'd to Details/SETB Grant/T&P:	Night Shift
511230	Dixon, Travis	Patrol Officer-EMT-CS	\$ 1,525	76.26	381.30	30.50	15.25	2,028.49			105,887		3980.72
511230	Drapkin, Jacob	Patrol Officer-EMT (Step 2/3)	\$ 1,258	62.92	251.69		12.58	1,585.63	7/31/2025	1678.80	87,206		3368.14
511230	Dunajski, Stanley	Patrol Officer-EMT- Detective (7/8)	\$ 1,525	76.26	381.30		137.27	2,120.00	10/2/2025	2,183.61	113,133		
511230	Ferrara, Eric	Patrol Officer-EMT (Step 3/4)	\$ 1,258	62.92	251.69		12.58	1,585.63	7/31/2025	1678.80	87,206		3368.14
511230	Fritts, Christopher	Patrol Officer-EMT	\$ 1,571	78.55	314.19		15.71	1,979.38			103,324		4100.15
511230	Gaffney, Stephen	Patrol Officer (6)	\$ 1,481		296.15		14.81	1,791.72			93,528		3864.78
511230	Garland, Thomas	Patrol Officer-EMT (Step 4/5)	\$ 1,332	66.62	333.10		13.32	1,745.42	5/15/2026	1,842.69	91,812		3504.24
511230	Gover, Timothy	Patrol Officer-EMT	\$ 1,571	78.55	314.19		15.71	1,979.38			103,324		
511230	Harris, Derek	Patrol Officer (7)	\$ 1,525		381.30		15.25	1,921.73			100,314		3980.72
511230	Kane, John	Patrol Officer	\$ 1,571		314.19		15.71	1,900.84			99,224		
511230	Knapp, Mark	Patrol Officer-EMT-CS	\$ 1,525	76.26	381.30	30.50	15.25	2,028.49			105,887		3980.72
511230	Lopez, Alphonso	Patrol Officer (2/3)	\$ 1,221		305.21		12.21	1,538.25	6/13/2025	1585.63	80,411		3186.37
511230	Lucenta, Allison	Patrol Officer (Step 6)	\$ 1,481		370.19	29.62	14.81	1,895.37			98,938		3864.78
511230	Mankavech, Michael	Patrol Officer-EMT- Detective	\$ 1,481	74.04	370.19		133.27	2,058.26			107,441		
511230	McLaughlin, Peter	Patrol Officer-Det	\$ 1,571		314.19		141.38	2,026.51			105,784		
511230	Misho, Glen	Patrol Officer CS	\$ 1,481		370.19	29.62	14.81	1,895.37			98,938		3864.78
511230	Pino, Michael	Patrol Officer-EMT	\$ 1,481	74.04	296.15		14.81	1,865.76			97,393		3864.78
511230	Poirier, Kathleen	Patrol Officer-SRO	\$ 1,525		305.04		137.27	1,967.48			102,703		
511230	Poisson, Jonathan	Patrol Officer (2/3)	\$ 1,221		244.17		12.21	1,477.20	5/1/2026	1,522.71	77,393		
511230	Popovski, Derrick	Patrol Officer (8)	\$ 1,571		157.09		15.71	1,743.74			91,023		4100.15
511230	Popovski, Janet	Patrol Officer-Detective	\$ 1,525		381.30		137.27	2,043.74			106,683		
511230	Rosenberg, Evan	Patrol Officer-EMT-CS	\$ 1,525	76.26	381.30	30.50	15.25	2,028.49			105,887		3980.72
511230	Scopa, Domenic	Patrol Officer-EMT (6)	\$ 1,481	74.04	370.19	29.62	14.81	1,969.41			102,803		3864.78
511230	Shippole, Isabella	Patrol Officer (2/3)	\$ 1,221		244.17		12.21	1,477.20	6/13/2026	1,522.71	77,220		
511230	Wagner, Scott	Patrol Officer-EMT	\$ 1,571	78.55	314.19		15.71	1,979.38			103,324		4100.15
511230	Wall, Matt	Patrol Officer - SRO(6/7)	\$ 1,481		370.19		133.27	1,984.22	3/14/2026	2,043.74	104,553		
									Subtotal Patrolmen		3,308,547		71498.27

Police Department FY26 Operating Budget - Salaries

FY26 RATE REQUEST

Other
Funding
Source:

Org	Employee Name	Title	Starting Rate 06/30/2024	Emt Stipend	ED Stipend	Car seat stipend	Other Stipend	Weekly Base Pay as of 7/1/24	Step Adjustment Date	Adjusted Rate	Total GF Budget Request	Chg'd to Details/SETB Grant/T&P:	Night Shift
511240	Smith, Jennifer	Animal Control (Step 5/6)	\$ 1,390					1,389.60	8/2/2025	1451.6	77,388		
	Ricci, Karen	IT Program/Specialist	\$ 1,490					1,519.55			79,320		
									Subtotal IT		79,320		
511370	Cheryl Carlson	Records Manager	\$ 1,282					1,320.46			68,928		
511370	Evans, Ginger	Office Assistant	\$ 1,338					1,377.73			71,917		
									Subtotal Clerical		140,845		
511420	Cummings, Amanda	Dispatcher (Step 6)	\$ 1,302	26.04				1,328.04			69,324		
511420	Donovan, Benjamin	Dispatcher (Step 4/5)	\$ 1,199	23.98				1,222.78	11/17/2024	1,259.67	65,017		1603.40
511420	Gerwatowski, Danilo	Dispatcher (Step 3/4)	\$ 1,153	23.06				1,175.86	8/22/2024	1,210.79	62,938		1555.69
511420	Jelfs, Samantha	Dispatcher (Step 6)	\$ 1,302	26.04				1,328.04			69,324		1699.11
511420	Rowe, Robert	Dispatcher	\$ 1,400	28.00				1,428.00			75,287		
511420	Sheehan-Shurtleff, Therese	Dispatcher (Step 7/8)	\$ 1,372	27.45				1,399.85	1/8/2026	1,428.00	74,933		1808.23
511420	Tellini, Deborah	Dispatcher (Step 5/6)	\$ 1,247	24.94				1,272.14	9/6/2024	1,315.02	68,224		1685.68
511420	Walker, Winston	Dispatcher (Step 3/4)	\$ 1,153	23.06				1,175.86	6/15/2025	1,210.79	61,464		1507.16
511420	Vacant	Dispatcher (Step 3)	\$ 1,153	23.06				1,175.86			61,380		
511420	Vacant	Dispatcher (Step 3)	\$ 1,153	23.06				1,175.86			61,380		
										SETB	-18,100		
									Subtotal Dispatchers		651,168		9859.28
See Fund 28	Baker, Brittany	Accounting Assistant	\$ 1,338					1,377.73			0	71,917	Details
										Total	\$ 6,084,590	\$ 71,917	99134.32



TOWN OF WELLESLEY

**457 WORCESTER ST.
WELLESLEY, MA 02481
Telephone 781-235-1300**



FIRE RESCUE DEPT.

**Stephen G. Mortarelli
Fire Chief
Fax 781-237-3161**

Fire Department Personal Services Budget

The Fire Department is undergoing an ongoing department-wide overhaul focusing on mitigating the structural budget deficit by increasing staffing levels, satisfying remaining vacancies, and reallocating funds to newly created accounts.

The Fire Department is entering its final year of a three-year phased plan to restore five positions to the Department, four of which were frozen under previous administrations and one that was vacated due to the creation of the Lieutenant of Fire Prevention role. One position was restored in FY24 and two in FY25. The final two positions will be restored in FY26. These two positions account for 2.81% of the total Personal Services budget increase (see Non-Supervisory Uniformed Professionals account). Excluding these positions, the Department is within the 4% guideline.

Senior Administrator

- The increase in the Senior Administrator account is due to the Fire Chief's contractual agreement that reflects both FY25 and FY26 increases.

Non-Supervisory Uniformed Professionals

- The EMS coordinator receives a stipend that was established via a MOA and has never been included in the budget. This position has been entered into the current Firefighters contract, resulting in a budgetary increase.
- Education stipends and Pro-Board Certifications have been budgeted for "vacant positions" to meet contractual requirements as these vacancies are filled.

Clerical

- The increase in the Clerical account is due to the reclassification of the Administrative Assistant position which also reflects FY25 and FY26 increases.

Personal Days

- Historically, this account has been underfunded and one of the key factors contributing to the structural deficit. For FY26, the increase reflects what was spent in FY24.

Specialized Training

- Due to the unprecedented number of new hires recently onboarded, the Fire Department is emphasizing training to offset the tremendous loss of institutional knowledge and experience. Our training division has forged relationships with other Departments to conduct off-shift joint training evolutions and contracted with consultants to deliver specialized training on specific subject matters i.e. annual hazardous material refreshers, electric vehicle fires, pumps and hydraulics, etc. This additional training has resulted in a 40% increase for FY26.

Station Coverage

- Through our current Mutual Aid Agreement with Metro-Fire, we have been assigned additional responsibilities with surrounding communities when responding to emergencies in their cities and towns. This provides our crews with much-needed repetition resulting in further experience. With this additional workload comes additional station coverage to cover the Town of Wellesley while crews are assigned mutual aid work. In addition to mutual aid, this account is also used to raise shift coverage during inclement weather such as excessive wind, rain, or snow, and the coverage of firefighters while

they are attending training. Approximately 14% of the total amount requested for FY26 in this line item was simply reallocated from the Vacancy Coverage account.

Fire Department Expense Budget

The Fire Department Expense Budget has increased by the routine standard of 3% and is within the Town's guidelines. For FY26, we have consolidated several redundant accounts to simplify the accounts payable process. We have also reallocated funding to suit the department's needs more appropriately and to provide for better tracking moving forward.

We look forward to meeting with you on this budget request as we continue to resolve the structural deficit and equip the Fire Department with the tools, training, and skillsets to serve the residents of Wellesley better.

Stephen G. Mortarelli
Chief
Wellesley Fire Department



Town of Wellesley

FY2026 Budget Request

Fire Department Operating Request

Department: 220

Department Head: Steve Mortarelli, Fire Chief

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Full Time	\$ 4,584,800	\$ 4,415,596	\$ 4,870,597	\$ 5,414,958	\$ 5,797,245	\$ 382,287	7.06%
New employee benefits	-	-	-	-	40,000	\$ 40,000	100.00%
Holiday Pay, longevity	253,579	267,897	305,763	329,406	342,256	\$ 12,850	3.90%
Overtime; Vacation, illness & injury coverage, training	1,084,301	1,685,621	1,430,168	1,388,362	1,437,890	\$ 49,528	3.57%
Subtotal, Personal Services	5,922,681	6,369,113	6,606,528	7,132,726	7,617,391	\$ 484,665	6.79%
Expenses	255,891	306,713	349,554	498,220	513,180	\$ 14,960	3.00%
Encumbered Expenses	16,785	-	102,152	-	-	\$ -	0.00%
Subtotal, Expenses	272,676	306,713	451,706	498,220	513,180	\$ 14,960	3.00%
TOTAL TAX IMPACT	\$ 6,195,357	\$ 6,675,826	\$ 7,058,234	\$ 7,630,946	\$ 8,130,571	\$ 499,625	6.55%

PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
Chief	1.0	1.0	1.0	1.0	1.0
Assistant Chief	1.0	1.0	1.0	1.0	1.0
Deputy Chiefs	5.0	5.0	5.0	5.0	5.0
Lieutenants	13.0	13.0	13.0	13.0	13.0
Firefighters	35.0	35.0	36.0	38.0	40.0
Mechanic	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Total Number of Positions	57.0	57.0	58.0	60.0	62.0

Fire Department Operating Request										
Org	Object	Account # 01-220 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
		PERSONAL SERVICES								
01220100	511010	Senior Administrator	Fire Chief and Assistant Chief	\$ 353,707	\$ 278,859	\$ 339,311	\$ 354,185	\$ 383,421	\$ 29,236	8.25%
01220100	511140	Supervisor	Lieutenants. Includes education benefits and EMT stipend	1,115,853	1,111,526	1,122,022	1,248,944	1,290,610	\$ 41,666	3.34%
01220100	511220	Other Professional Staff	Deputy Chiefs. Includes education benefits and EMT stipend	657,860	660,962	546,997	564,173	578,415	\$ 14,242	2.52%
01220100	511230	Non-Supervisory Uniformed Professionals	Firefighters. Includes: \$2,000 stipend for EMS Coordinator, contractual step increases, and EMT stipends. Restores two of four positions "frozen" in 2003	2,262,501	2,172,089	2,662,091	3,028,667	3,322,242	\$ 293,575	9.69%
01220100	511370	Clerical	Administrative assistant	63,433	65,187	66,886	68,989	75,799	\$ 6,810	9.87%
01220100	511420	Other Support Staff	Mechanic Comparable to other FD Mechanics	81,158	83,091	86,761	100,000	96,758	\$ (3,242)	-3.24%
01220100	513160	Other O/T		-	-	-	92,972	-	\$ (92,972)	-100.00%
01220100	513210	O/T - Vacation	Overtime for covering vacation vacancies.	382,211	403,443	399,880	447,000	464,000	\$ 17,000	3.80%
01220100	513220	Illness Coverage	Overtime for covering vacancies due to illness.	273,567	765,692	512,341	198,390	198,390	\$ -	0.00%
01220100	513230	O/T - Personal Days	O/T for covering personal shift vacancies.	405,242	506,220	321,287	300,000	321,500	\$ 21,500	7.17%
01220100	513260	O/T - Specialized Training	Specialized training for firefighters – costs incurred when training classes require personnel to attend training off duty.	23,281	10,266	53,873	100,000	140,000	\$ 40,000	40.00%
01220100	513270	Vacancy Coverage	Overtime covering vacancies due to retirements transfers, and resignations.	-	-	70,741	125,000	113,000	\$ (12,000)	-9.60%
01220100	513280	Injury Coverage	Overtime covering vacancies due to injuries.	-	-	63,813	110,000	110,000	\$ -	0.00%
01220100	513290	Station Coverage	Overtime covering callbacks, holdovers, storm coverage, significant weather conditions or major events events.	-	-	8,234	15,000	91,000	\$ 76,000	506.67%
01220100	514010	Shift Differential	***Beginning FY 10 shift differential calculated into base pay***	50,287	43,881	46,528	50,000	50,000	\$ -	0.00%
01220100	515010	Holiday Pay	13 total holidays.	220,079	236,047	270,513	291,246	302,896	\$ 11,650	4.00%
01220100	515050	Longevity		33,500	31,850	35,250	38,160	39,360	\$ 1,200	3.14%
01220100	519020	Sick Leave/Vacation Buyback		-					\$ -	0.00%
01220100	519999	FLSA Benefit Pay							\$ -	0.00%
		New Employee Benefits	\$20,000 benefits cost per new position					40,000	\$ 40,000	0.00%
		Personal Service Subtotal	PERSONAL SERVICES SUBTOTAL	5,853,043	6,369,113	6,606,528	7,132,726	7,617,391	\$ 484,665	6.79%

Fire Department Operating Request										
Org	Object	Account # 01-220 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
			EXPENSES							
01220200	517010	Medical Expense	Medical expenses for firefighters injured in the line of duty. PAT for Candidates.	7,670	6,360	6,028	10,000	10,000	\$ -	0.00%
01220200	517040	Tuition Reimbursement	Tuition for members enrolled in degree programs.	-	-	-	15,000	15,000	\$ -	0.00%
01220200	524030	Equipment Maintenance	Yearly service contracts for air compressor, welding gas tanks, Amkus extrication & rescue tool (Jaws-of-Life), ladder & pump testing and certification.	6,743	8,618	13,000	9,300	13,000	\$ 3,700	39.78%
01220200	524060	Communications Maintenance	Mobile and portable radio equipment. Digitize alarm transmission equipment and Zetron vocal alarm equipment maintenance	4,774	14,446	19,967	20,000	21,950	\$ 1,950	9.75%
01220200	530500	Training and Development	Training and development seminars, books, training aids, video tapes, outside instructors.	19,459	12,699	24,141	25,000	30,000	\$ 5,000	20.00%
01220200	530900	Other Professional Services	Consultants	-	36,536	18,603	30,000	30,000	\$ -	0.00%
01220200	530901	Hiring/Promotional Exams	Employee Search and promotional exams	-	-	26,034	30,000	30,000	\$ -	0.00%
01220200	534010	Postage	Postage	558	416	404	500	500	\$ -	0.00%
01220200	534020	Telephone - Cell phones and data plans - Cable & Internet	Telephone, pagers, mobile phone, computer network, land lines (6), FAX, E911, and caller ID.	7,380	6,191	6,131	10,000	10,000	\$ -	0.00%
01220200	541010	Gasoline	Gasoline for 4 autos, 1 pickup truck, and various small motors such as chain saws, pumps, and generators.	7,385	7,229	7,734	7,470	7,780	\$ 310	4.15%
01220200	541020	Diesel Fuel	All fire apparatus are powered by diesel engines.	21,686	26,676	24,864	25,000	25,000	\$ -	0.00%
01220200	542010	Office Supplies	General office supplies, toner, pens, paper, tape, etc.	4,610	5,763	4,165	6,000	6,000	\$ -	0.00%
01220200	542060	Software	Annual software agreements; First Due, Bryx, IMC, NFPA, Upcodes, etc.	-	-	-	35,000	37,000	\$ 2,000	5.71%
01220200	542090	General Supplies	Water Coolers and small items; batteries, keys, key tags, etc.	-	-	-	3,000	4,000	\$ 1,000	33.33%
01220200	542110	Uniforms	Contractual dress uniform allowance; complete uniform issue for new members and promotions. Deputies who are required to wear dress uniform pants are reimbursed per contract.	11,781	18,271	25,420	26,800	15,200	\$ (11,600)	-43.28%
01220200	542120	Protective Clothing	Protective fire fighting clothing; coats, pants, helmets, gloves, face pieces for air tanks (new hires) and repair or replacement of other members equipment.	3,638	5,571	32,114	60,000	60,000	\$ -	0.00%
01220200	542130	Work Clothing	Station work clothing allowance and maintenance costs per contract, \$200 uniform maintenance (cleaning), linen.	24,962	24,626	31,807	28,800	40,400	\$ 11,600	40.28%
01220200	543010	Building M&R Supplies	Building maintenance supplies for minor repairs as well as all grounds keeping and custodial supplies Major repairs are performed by the Facilities Maintenance department.	8,646	7,695	3,830	8,350	8,350	\$ -	0.00%

Fire Department Operating Request										
Org	Object	Account # 01-220 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01220200	548010	Vehicle Parts & Accessories	Vehicle parts and supplies, body work not covered by insurance, paint and specialized tools.	66,981	54,989	48,318	70,000	70,000	\$ -	0.00%
01220200	550010	Medical Supplies	Equipment and supplies used on apparatus responding to medical emergencies. AED annual testing and EMT recertification reimbursement.	11,878	15,732	11,570	18,000	18,000	\$ -	0.00%
01220200	552060	Firefighting Supplies	Firefighting equipment and tools.	16,498	14,169	22,298	24,000	25,000	\$ 1,000	4.17%
01220200	553060	Computer Supplies	Computer hardware, copiers, laptops, tablets, etc.	15,463	9,830	9,351	5,000	5,000	\$ -	0.00%
01220200	557010	Programs & Activities	SAFE material and programs. Fire safety education for elderly, baby sitters, and children. Purchase of fire safety pamphlets for handouts at safety talks. Ceremonies.	1,801	5,040	3,331	8,000	8,000	\$ -	0.00%
01220200	571010	Travel - Mileage/In State	Reimbursement for using personal vehicle for department business.	-	23	-	500	500	\$ -	0.00%
01220200	571110	Conf/Mtgs - Administrators	Administration conferences, monthly meetings of state and district organizations and committees.	3,052	6,172	1,856	6,000	6,000	\$ -	0.00%
01220200	573010	Dues - Administrators	Membership dues for Metro Fire, Norfolk County, International Fire Chiefs Assoc, Mass Fire Chiefs, N.E. Fire Chiefs, fire prevention, arson, maintenance, and instructors organizations.	4,975	7,240	7,035	11,500	11,500	\$ -	0.00%
01220200	578010	Special Debt Expenses		1,855	-	-			\$ -	0.00%
01220200	578090	Unclassified Expenses		190	-	-			\$ -	0.00%
01220200	583010	Furniture	Furniture	471	4,943	1,402	5,000	5,000	\$ -	0.00%
		Expense Subtotal	EXPENSES SUBTOTAL	255,891	306,713	349,554	498,220	513,180	\$ 14,960	3.00%
	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year	16,785		102,152			\$ -	0.00%
		Departmental Total	DEPARTMENT TOTAL	\$ 6,125,719	\$ 6,675,826	\$ 7,058,234	\$ 7,630,946	\$ 8,130,571	\$ 499,625	6.55%

Fire Rescue FY26 Operating Budget Request - Salaries																					
					FY26 (7/1/25 - 6/30/26)							FY26 STEP INCREASE									
Org	Employee Name	Job Title	FY25 rate as of 6/30/25	Group - Step on 7/1/25	Starting rate 7/1/2025	Ed Benefits EMS Coordinator	Ed Degrees	Ed Proboard Certs	Emt Stipend - 8%	Night Diff	Total Weekly	New Step	New Step Rate	Ed Degree	Ed Proboard Certs	EMT Stipend	Night Diff	Total Adj	Step Adj Date	Total	
511010	Mortatelli, Stephen	Fire Chief	4,192.31	A62	\$ 4,318.08	NOTR-Admin,Contract					4,318.08									\$ 225,404	
511010	Brady, Nathaniel	Assistant Fire Chief	2,938.99	A60	\$ 3,027.16	NOTR-Admin,Contract					3,027.16									\$ 158,018	
511010 Total					\$ -															\$ 383,421	
511140	Delaney, Paul	Lieutenant	1,645.19	F30-4	\$ 1,694.55		48.08	21.15	116.31	20.42	1,900.51									\$ 99,207	
511140	Delorie, Alexander	Lieutenant	1,645.19	F30-4	\$ 1,694.55		86.54	21.15	116.31	20.42	1,938.97									\$ 101,214	
511140	Donahue, Matthew	Lieutenant	1,645.19	F30-4	\$ 1,694.55		48.08	21.15	116.31	20.42	1,900.51									\$ 99,207	
511140	Foley, Thomas	Lieutenant	1,645.19	F30-4	\$ 1,694.55		48.08	21.15	116.31	20.42	1,900.51									\$ 99,207	
511140	Hampton, Benjamin	Lieutenant	1,562.95	F30-3	\$ 1,609.84		-	21.15	116.31	20.42	1,767.72	F-30-4	1,645.19	21.15	116.31	20.42	1,803.07	7/16/2025		\$ 94,046	
511140	Indresano, Stephen	Lieutenant	1,645.19	F30-4	\$ 1,694.55		48.08	21.15	116.31	20.42	1,900.51									\$ 99,207	
511140	Leach, Michael	Lieutenant	1,645.19	F30-4	\$ 1,694.55		48.08	21.15	116.31	20.42	1,900.51									\$ 99,207	
511140	Massarelli, Robert	Lieutenant	1,645.19	F30-4	\$ 1,694.55		48.08	21.15	116.31	20.42	1,900.51									\$ 99,207	
511140	McMakin, Ian	Lieutenant	1,760.35	F30-4	\$ 1,813.16		86.54	21.15	116.31	-	2,037.17									\$ 106,340	
511140	O'Neill, Jared	Lieutenant	1,645.19	F30-4	\$ 1,694.55		86.54	21.15	116.31	20.42	1,938.97									\$ 101,214	
511140	Ryder, John	Lieutenant	1,562.95	F30-3	\$ 1,609.84		86.54	21.15	116.31	20.42	1,854.26	F-30-4	1,648.19	15.87	116.31	20.42	1,800.79	7/15/2025		\$ 94,114	
511140	Toli, Donald	Lieutenant	1,645.19	F30-4	\$ 1,694.55	-	48.08	21.15	116.31	20.42	1,900.51									\$ 99,207	
511140	Wagstaff, Matthew	Lieutenant	1,645.19	F30-4	\$ 1,694.55		48.62	21.15	116.31	20.42	1,901.05									\$ 99,235	
511140 Total					\$ 29,323.53															\$ 1,290,610	
511220	Ciaflin, James	Deputy Chief	1,963.16	F40D-3	\$ 2,022.05		-	21.15	116.31	-	2,159.52	F-40D-4	2,128.48		15.87	116.31		2,260.66	7/17/2025		\$ 117,794
511220	Corda, Matthew	Deputy Chief	1,931.29	F40-4	\$ 1,989.23		86.54	21.15	116.31	21.65	2,234.88									\$ 116,661	
511140	DeMerchant, Kenneth	Deputy Chief	1,931.29	F40-4	\$ 1,989.23		48.08	21.15	116.31	21.65	2,196.42									\$ 114,653	
511220	DiGiandomenico, Charles	Deputy Chief	1,931.29	F40A-4	\$ 1,989.23		48.08	21.15	116.31	21.65	2,196.42									\$ 114,653	
511140	Gigante, Michael	Deputy Chief	1,931.29	F40-4	\$ 1,989.23		48.08	21.15	116.31	21.65	2,196.42									\$ 114,653	
511220 Total					\$ 9,978.97															\$ 578,415	
511230	Beckwith, Bryan	Firefighter	1,430.54	F10-4	\$ 1,473.46	-	86.54	21.15	116.31	19.19	1,716.65									\$ 89,609	
511230	Birchler, John	Firefighter	1,287.59	F10-2	\$ 1,326.22	-	-	21.15	116.31	19.19	1,482.87	F-10-3	1,399.73	15.87	116.31	19.19	1,551.10	3/13/2026		\$ 78,402	
511230	Blessing, Chris	Firefighter	1,430.54	F10-4	\$ 1,473.46	-	-	21.15	116.31	19.19	1,630.11									\$ 85,092	
511230	Cabassa, Ivan	Firefighter	1,216.01	F10-1	\$ 1,252.49	-	-	21.15	116.31	19.19	1,409.14	F-10-2	1,287.58	15.87	116.31	19.19	1,438.95	8/21/2025		\$ 74,863	
511230	Cassidy, James	Firefighter	1,430.54	F10-4	\$ 1,473.46	40.00	-	21.15	116.31	19.19	1,670.11									\$ 87,180	
511230	Connelly, Thomas	Firefighter	1,430.54	F10-4	\$ 1,473.46	-	-	21.15	116.31	19.19	1,630.11									\$ 85,092	
511230	Davis, Zachary	Firefighter	1,430.54	F10-4	\$ 1,473.46	-	86.54	21.15	116.31	19.19	1,716.65									\$ 89,609	
511230	DeLorie, Lindsay	Firefighter	1,430.54	F10-4	\$ 1,473.46	-	-	21.15	116.31	19.19	1,630.11									\$ 85,092	
511230	DeLorie, Richard	Firefighter	1,430.54	F10-4	\$ 1,473.46	-	86.54	15.87	116.31	19.19	1,711.37									\$ 89,334	
511230	DiClemente,Charlotte	Firefighter	1,430.54	F10-4	\$ 1,473.46			21.15	116.31	19.19	1,630.11									\$ 85,092	
511230	Doherty, Patrick	Firefighter	1,430.54	F10-4	\$ 1,473.46	48.08	21.15	116.31	19.19	1,678.19										\$ 87,602	
511230	Donovan, Katherine	Firefighter	1,587.59	F10-3	\$ 1,635.22		86.54	15.87	116.31	19.19	1,873.13	F-10-4	1,473.46	86.54	10.58	116.31	19.19	1,706.08	2/15/2026		\$ 94,503
511230	Falcone, Richard	Firefighter	1,216.01	F10-2	\$ 1,252.49		86.54	21.15	116.31	19.19	1,495.68	F-10-3	1,399.73		21.15	116.31	19.19	1,556.38	1/3/2026		\$ 79,568
511230	Furdon, Brady	Firefighter	1,430.54	F10-4	\$ 1,473.46			21.15	116.31	19.19	1,630.11									\$ 85,092	
511230	Grabau, Todd	Firefighter	1,430.54	F10-4	\$ 1,473.46	-		21.15	116.31	19.19	1,630.11									\$ 85,092	
511230	Higgins, Sean	Firefighter	1,216.01	F10-1	\$ 1,252.49		86.54	15.87	116.31	19.19	1,490.40	F-10-2	1,287.58	10.58	116.31	19.19	1,433.66	8/21/2025		\$ 75,314	
511230	Jewett, Jake	Firefighter	1,287.59	F10-2	\$ 1,326.22			21.15	116.31	19.19	1,482.87	F-10-3	1,399.73	10.58	116.31	19.19	1,545.81	9/13/2025		\$ 79,987	
511230	Johansen, Ryan	Firefighter	1,216.01	F10-2	\$ 1,252.49			21.15	116.31	19.19	1,409.14	F-10-3	1,399.73	21.15	116.31	19.19	1,556.38	1/3/2026		\$ 77,179	
511230	Jones, Gerard	Firefighter	1,430.54	F10-4	\$ 1,473.46	-	86.54	21.15	116.31	19.19	1,716.65									\$ 89,609	
511230	Kaskiewicz, Michael	Firefighter	1,287.59	F10-2	\$ 1,326.22			15.87	116.31	19.19	1,477.59	F-10-3	1,399.73	15.87	116.31	19.19	1,551.10	4/1/2025		\$ 78,027	
511230	Leland, Kevin	Firefighter	1,216.01	F10-1	\$ 1,252.49			21.15	116.31	19.19	1,409.14	F-10-2	1,287.58	10.58	116.31	19.19	1,433.66	8/21/2025		\$ 74,631	
511230	Lindsey,Christopher	Firefighter	1,430.54	F10-4	\$ 1,473.46	-		21.15	116.31	19.19	1,630.11									\$ 85,092	
511230	Madden, Angelo	Firefighter	1,287.59	F10-3	\$ 1,326.22			15.87	116.31	19.19	1,477.59	F-10-4	1,473.46	15.87	116.31	19.19	1,624.83	2/15/2026		\$ 80,016	
511230	Mathieu, Joseph	Firefighter	1,216.01	F10-2	\$ 1,252.49			21.15	116.31	19.19	1,409.14	F-10-3	1,399.73	15.87	116.31	19.19	1,551.10	1/3/2026		\$ 77,050	
511230	Miller, Mark	Firefighter	1,430.54	F10-4	\$ 1,473.46	-	48.08	21.15	116.31	19.19	1,678.19									\$ 87,602	
511230	Nagle, Matthew	Firefighter	1,430.54	F10-4	\$ 1,473.46			15.87	116.31	19.19	1,624.83									\$ 84,816	
511230	Papazian, David	Firefighter	1,430.54	F10-4	\$ 1,473.46	-	86.54	21.15	116.31	19.19	1,716.65									\$ 89,609	
511230	Quintin, Michael	Firefighter	1,287.59	F10-3	\$ 1,326.22			21.15	116.31	19.19	1,482.87	F-10-4	1,473.46	15.87	116.31	19.19	1,624.83	2/15/2026		\$ 80,188	
511230	Ronan, Corey	Firefighter	1,287.59	F10-3	\$ 1,326.22		86.54	15.87	116.31	19.19	1,564.13	F-10-4	1,473.46	86.54	10.58	116.31	19.19	1,706.08	2/15/2026		\$ 84,430
511230	Senter, Kenan	Firefighter	1,287.59	F10-3	\$ 1,326.22			15.87	116.31	19.19	1,477.59	F-10-4	1,473.46	10.58	116.31	19.19	1,619.54	2/15/2026		\$ 79,913	
511230	Sikora, Kyle	Firefighter	1,216.01	F10-1	\$ 1,2																



Town of *Wellesley*

FY2026 Budget Request

Building Department: Mission, Services & Priorities

Inspector of Buildings

PROGRAM OBJECTIVE: To enforce all provisions of appropriate codes, state statutes, rules, regulations, ordinances, and bylaws. (Chapter 143, Sec. 3, MGL).

PROGRAM ACTIVITIES: The Inspector of Buildings is charged with the responsibility to enforce all provisions of appropriate codes, and all other applicable state statutes, rules and regulations or ordinances and bylaws, and act on any question relative to the mode or manner of construction, reconstruction, alteration, repair, demolition, removal, installation of equipment, and the location, use, occupancy, and maintenance of all buildings and structures. The program mandates that work authorized under any required permit shall be field inspected for code conformance.

Zoning Enforcement

PROGRAM OBJECTIVES: To enforce the Town of Wellesley's Zoning Bylaw and MGL Chapter 40A.

PROGRAM ACTIVITIES: This program is responsible for the screening of all new construction to make sure it complies with all provisions of the Town of Wellesley Zoning Bylaw and MGL Chapter 40A. The program also investigates complaints of alleged zoning violations and takes appropriate action, such as the issuance of cease-and-desist orders, and/or the filing of criminal complaints in District Court.

Handicapped Access

PROGRAM OBJECTIVES: To enforce the rules and regulations of the Handicapped Access Code in accordance with MGL Chapter 22, Sec. 13A.

PROGRAM ACTIVITIES: This program enforces the rules and regulations of the Handicapped Access Code in accordance with MGL Chapter 22, Sec. 13A. It is the intent of these rules and regulations to provide physically handicapped persons full and free use of all buildings and facilities so that all persons may have the educational, employment, living and recreational opportunities necessary to be as self-sufficient as possible, and to assume full responsibilities as citizens.



Town of *Wellesley*

FY2026 Budget Request

Building Department: Mission, Services & Priorities

Public Safety

PROGRAM OBJECTIVES: To enforce Public Safety Regulations, Massachusetts State Building Code, Tbl. 110.

PROGRAM ACTIVITIES: This program is responsible for the periodic inspection and certification of buildings and structures (or parts thereof). A building or structure cannot be occupied or continue to be occupied without the posting of a valid Certificate of Inspection where required by section 110. Certification of Inspections is issued after an inspection is made certifying that the building or structure complies with all applicable requirements of the MSBC.

Local Building Inspector

PROGRAM OBJECTIVES: Shall assist the Inspector of Buildings in the performance of his duties and shall also be responsible for the enforcement of appropriate codes, state statutes, rules, regulations, ordinances and bylaws (Chapter 143, Sec. 3 MGL).

PROGRAM ACTIVITIES: Shall act on any question relative to the mode or manor of construction, and the materials to be used in the construction, reconstruction, alteration, repair, demolition, removal, installation of equipment and the use and occupancy of all buildings and structures.

Inspector of Wires

PROGRAM OBJECTIVES: To enforce Mass. Electrical Code 527 CMR 12.00, applicable paragraphs of MGL 155, Sections. 141-143.

PROGRAM ACTIVITIES: The Inspector of Wires is the authority enforcing the Mass. Electrical Code, 527 CMR 12.00, and applicable paragraphs of MGL Chapter 166, Sec. 141-143. This program is charged with the responsibility of maintaining strict code enforcement. It also requires that licensed electricians apply for appropriate permits and that work be inspected for code conformance.

Inspector of Plumbing and Fuel Gas

PROGRAM OBJECTIVES: To enforce the Uniform State Plumbing and Fuel Gas Code in accordance with CMR 248, Sec. 13 of Chapter 142.



Town of *Wellesley*

FY2026 Budget Request

Building Department: Mission, Services & Priorities

PROGRAM ACTIVITIES: The Inspector of Plumbing is the authority enforcing the Uniform State Plumbing and Fuel Gas Codes in accordance with CMR 248, Sec. 13 of Chapter 142, MGL. This program is responsible for maintaining strict code conformance, requiring that licensed plumbing tradesmen apply for appropriate permits and that work is inspected for code conformance.

Permit Administrator

PROGRAM OBJECTIVES: Under the supervision of the Inspector of Buildings, but with the ability to work independently, this position requiring organizational skills is concerned with performing a wide variety of secretarial, clerical, and administrative tasks in support of the Inspector of Buildings and all other inspectors to ensure smooth and efficient interaction between the inspectors and the general public using the department.

PROGRAM ACTIVITIES: Work involves assisting the six inspectors in the department in organizing the permitting and inspectional phases of their activities; assisting the public, in person, or via telephone; researching and assembling necessary background information and facts for applications for permits, zoning conformance, and zoning violations; preparation of various applications and reports; weekly payroll and attendance records and personnel forms; annual budgets and reports. The incumbent must possess a working knowledge of town and zoning bylaws, plus state laws affecting department operations and have the ability to maintain good public relations in the course of public interaction.

Office Assistant

PROGRAM OBJECTIVES: Under the supervision of the Permit Administrator, but with the ability to work independently in her absence, the Secretary must be concerned with performing a wide variety of clerical and bookkeeping and organizational tasks in support of the inspectional staff to ensure a smooth and efficient Building Department.

PROGRAM ACTIVITIES: The work consists of performing many varied clerical, bookkeeping and organizational tasks in addition to and in support of the duties of the Permit Administrator. They include assisting persons at the counter and answering the phones; processing applications and permits of all types; processing renewable permits; updating and maintaining permanent public record files (MGL Chapter 4, Sec. 7); have a working knowledge of zoning and/or construction requirements in order to relate to applicants for Building Permits and other permits; have background knowledge of other town departments working in conjunction with Building Department activities. Maintain good public relations during public contact.



Town of *Wellesley*
FY2026 Budget Request
Building Department: Mission, Services & Priorities

Permits Issued in Fiscal Year and Fees Collected:

*FY25 year-to-date as of 11/20/24

<u>Fiscal Year</u>	<u>Number of Permits</u>
FY25	1,544*
FY24	3,733
FY23	4,162
FY22	4,067
FY21	3,987

Revenue	FY22	FY23	FY24	FY25	FY26
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Anticipated</u>	<u>Plan</u>
Total Fees Collected	\$3,368,561	\$3,793,221	\$3,660,951	\$1,500,000	\$1,500,000

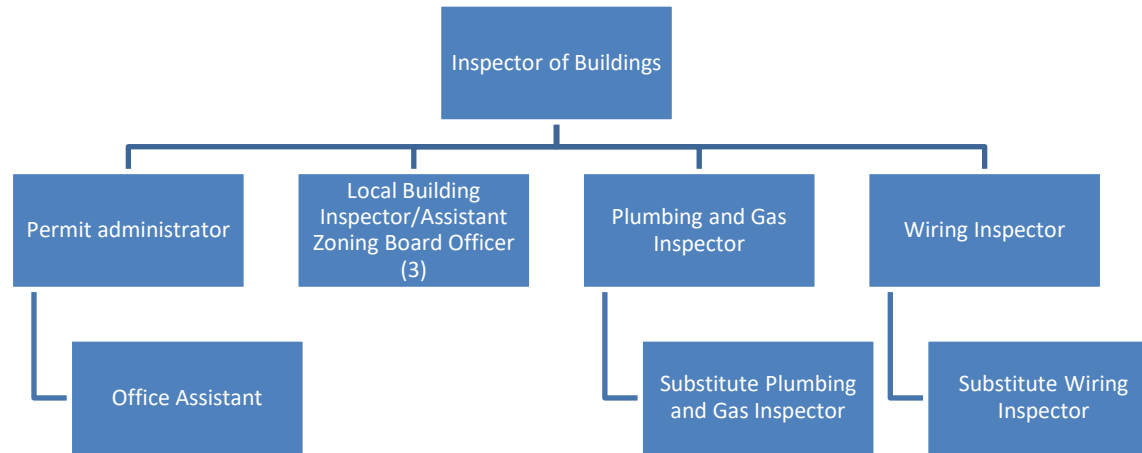
FY25 Total Fees Collected as of 11/20/24: **\$835,098**



Town of *Wellesley*

FY2026 Budget Request

Building Department: Mission, Services & Priorities



PERMANENT STAFFING (FTEs)	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Request
Position Titles:					
Inspector of Buildings	1.0	1.0	1.0	1.0	1.0
Local Building Inspector	3.0	3.0	3.0	3.0	3.0
Inspector of Plumbing/Gas	1.0	1.0	1.0	1.0	1.0
Inspector of Wires	1.0	1.0	1.0	1.0	1.0
Permit Administrator	1.0	1.0	1.0	1.0	1.0
Secretary	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Total Number of Positions	8.0	8.0	8.0	8.0	8.0



Town of Wellesley
FY2026 Budget Request
Building Department: Mission, Services & Priorities

Building Department Operating Request										
Org	Object	Account # 01-241 Account Title	Explanation	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Budget	FY25 Request	\$ Variance FY24-25	% Variance FY24-25
PERSONAL SERVICES										
01241100	511010	Senior Administrator	Inspector of Buildings	\$ 103,133	\$ 105,195	\$ 107,457	\$ 112,093	\$ 115,324	\$ 3,230	2.88%
01241100	511220	Other Professionals	Local Building Inspector, Wiring Inspector, Plumbing/Gas Inspector	344,952	347,816	352,225	374,222	385,053	\$ 10,831	2.89%
01241100	511370	Clerical	Full-Time Secretary	-	53,431	57,039	58,525	61,100	\$ 2,575	4.40%
01241100	511420	Other Non Professional	Permit Administrator	101,581	58,747	61,219	63,511	66,306	\$ 2,795	4.40%
01241100	512290	Temporary	Substitute Plumbing/Gas/Wiring Inspectors and Admin Staff (vacations/sick leave only)	1,994	11,521	16,122	10,000	10,000	\$ -	0.00%
01241100	515050	Longevity	Longevity payment due personnel with more than 10 years service.	-	-	-	-	-	\$ -	-
			PERSONAL SERVICES SUBTOTAL	551,660	576,711	594,062	618,352	637,782	\$ 19,431	3.14%
EXPENSES										
01241200	517020	Medical Check up		-	-	-	-		\$ -	-
01241200	524030	Equip. Maint. Contracts	FY11-Typewriter Maintenance is centralized under Dept. 199	-	210	-	-		\$ -	-
01241200	530500	Training & Development	Inspectors' State Certification Educational Programs (Mandated)	50	1,220	125	2,000	2,000	\$ -	0.00%
01241200	530900	Other Professional Services	Digitization of Plans	7,994	7,187	7,580	8,000	8,000	\$ -	0.00%
01241200	534010	Postage	Notification / Permit Renewals (Mandated)	45	248	163	1,500	1,500	\$ -	0.00%
01241200	534030	Advertising - General	These funds are for the cost of placing legal ads in local newspapers, as mandated, but is reimbursed by user.	-	-	-	600	600	\$ -	0.00%
01241200	534035	Advertising - Employment		-	-	-			\$ -	-
01241200	534040	Printing and Mailing Expense	Printing of Permits & Applications etc.	-	750	-			\$ -	-
01241200	534055	Cable and Internet	Internet Access-Online Permitting	-	-	-	3,000	3,000	\$ -	0.00%
01241200	555010	Books	Books - Code and Reference Standards	-	-	-	1,500	1,500	\$ -	0.00%
01241200	555020	Periodicals and Newspapers		1,200	-	1,596			\$ -	-
01241200	542010	Office Supplies	General office supplies	619	727	1,128	3,500	3,500	\$ -	0.00%
01241200	571010	In-state travel (mileage)	Personal vehicle mileage reimbursement - 4 inspectors	1,076	12,119	14,175	18,000	18,000	\$ -	0.00%
01241200	573010	Dues-Administrators	Inspectors' memberships & dues	145	520	424	1,000	1,000	\$ -	0.00%
01241200	583120	Office Machines Replacement							\$ -	-
			EXPENSE SUBTOTAL	11,130	22,981	25,192	39,100	39,100	\$ -	0.00%
01241200	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year	-					\$ -	-
			DEPARTMENT TOTAL	\$ 562,790	\$ 599,692	\$ 619,253	\$ 657,452	\$ 676,882	\$ 19,431	2.96%



Town of *Wellesley*

FY2026 Budget Request

Building Department Operating Request

Department: 241

Department Head: Michael Grant, Building Inspector

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
Personal Services							
Full Time	\$ 565,190	\$ 577,940	\$ 608,338	\$ 639,613	\$ 653,671	14,058	2.20%
Part Time	11,521	16,122	13,214	10,000	20,000	10,000	100.00%
Longevity	-	-	-	-	-	-	0.00%
Subtotal, Personal Services	576,711	594,062	621,552	649,613	673,671	24,058	3.70%
Expenses	22,981	25,192	23,528	39,100	39,100	-	0.00%
Encumbrances	-	-	-	-	-	-	0.00%
Subtotal, Expenses	22,981	25,192	23,528	39,100	39,100	-	0.00%

Full Time Position Benefits

TOTAL TAX IMPACT	\$ 599,692	\$ 619,253	\$ 645,080	\$ 688,713	\$ 712,771	\$ 24,058	3.49%
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PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
Inspector of Buildings	1.0	1.0	1.0	1.0	1.0
Local Building Inspector	3.0	3.0	3.0	3.0	3.0
Inspector of Plumbing/Gas	1.0	1.0	1.0	1.0	1.0
Inspector of Wires	1.0	1.0	1.0	1.0	1.0
Permit Administrator	1.0	1.0	1.0	1.0	1.0
Secretary	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Total Number of Positions	8.0	8.0	8.0	8.0	8.0

Building Department Operating Request

Org	Object	Account # 01-241 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES										
01241100	511010	Senior Administrator	Inspector of Buildings	\$ 105,195	\$ 107,457	\$ 112,080	\$ 117,918	\$ 120,277	\$ 2,359	2.00%
01241100	511220	Other Professionals	Local Building Inspector, Wiring Inspector, Plumbing/Gas Inspector	347,816	352,225	374,222	394,289	402,175	\$ 7,886	2.00%
01241100	511370	Clerical	Full-Time Secretary	53,431	57,039	58,525	61,100	62,928	\$ 1,828	2.99%
01241100	511420	Other Non Professional	Permit Administrator	58,747	61,219	63,511	66,306	68,291	\$ 1,985	2.99%
01241100	512290	Temporary	Substitute Plumbing/Gas/Wiring Inspectors and Admin Staff (vacations/sick leave only)	11,521	16,122	13,214	10,000	20,000	\$ 10,000	100.00%
01241100	515050	Longevity	Longevity payment due personnel with more than 10 years service.	-	-	-	-	-	\$ -	-
			PERSONAL SERVICES SUBTOTAL	576,711	594,062	621,552	649,613	673,671	\$ 24,058	3.70%
EXPENSES										
01241200	517020	Medical Check up		-	-	-			\$ -	-
01241200	524030	Equip. Maint. Contracts	FY11-Typewriter Maintenance is centralized under Dept. 199	210	-	-			\$ -	-
01241200	530500	Training & Development	Inspectors' State Certification Educational Programs (Mandated)	1,220	125	250	2,000	2,000	\$ -	0.00%
01241200	530900	Other Professional Services	Digitization of Plans	7,187	7,580	6,683	8,000	8,000	\$ -	0.00%
01241200	534010	Postage	General Correspondence / Abutter Notification / Permit Renewals (Mandated)	248	163	10	1,500	1,500	\$ -	0.00%
01241200	534030	Advertising - General	These funds are for the cost of placing legal ads in local newspapers, as mandated, but is reimbursed by user.	-	-	-	600	600	\$ -	0.00%
01241200	534035	Advertising - Employment		-	-				\$ -	-
01241200	534040	Printing and Mailing Expense	Printing of Permits & Applications etc.	750	-				\$ -	-
01241200	534055	Cable and Internet	Internet Access-Online Permitting	-	-	-	3,000	3,000	\$ -	0.00%
01241200	555010	Books	Books - Code and Reference Standards	-	-	-	1,500	1,500	\$ -	0.00%
01241200	555020	Periodicals and Newspapers		-	1,596	972			\$ -	-
01241200	542010	Office Supplies	General office supplies	727	1,128	989	3,500	3,500	\$ -	0.00%
01241200	571010	In-state travel (mileage)	Personal vehicle mileage reimbursement – 4 inspectors	12,119	14,175	14,475	18,000	18,000	\$ -	0.00%
01241200	573010	Dues-Administrators	Inspectors' memberships & dues	520	424	150	1,000	1,000	\$ -	0.00%
01241200	583120	Office Machines Replacement							\$ -	-
			EXPENSE SUBTOTAL	22,981	25,192	23,528	39,100	39,100	\$ -	0.00%
01241200	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year						\$ -	-
			DEPARTMENT TOTAL	\$ 599,692	\$ 619,253	\$ 645,080	\$ 688,713	\$ 712,771	\$ 24,058	3.49%

Building Department Operating Request							
Job Title Employee Name	Hrs per week	FY26 RATE REQUEST					Total Budget Request
		FY25 Rate as of 6/30/25	Group - Step	FY26 Starting Rate 7/1/25	Step Adjustment Date	Adjusted FY26 Rate	
Inspector of Buildings Michael Grant	35	\$ 2,258.97	60	\$ 2,304.15			120,277
Local Building Inspector/Asst. Zoning Board Officer Socretes Sirafos	35	\$ 1,539.19	55	\$ 1,569.97			81,953
Local Building Inspector/Asst. Zoning Board Officer Alan Walker	35	\$ 1,463.88	55	\$ 1,493.16			77,943
Local Building Inspector/Asst. Zoning Board Officer Kevin Saaristo	35	\$ 1,491.91	55	\$ 1,521.75			79,435
Plumbing & Gas Inspector Warren Pansire	35	\$ 1,485.45	54	\$ 1,515.16			79,091
Wiring Inspector Michael Sweeney	35	\$ 1,573.01	54	\$ 1,604.47			83,753
Permit Administrator - Pamela O'Connell	35	\$ 1,270.15	49-6	\$ 1,308.25			68,291
Office Assistant Karen Finelli	35	\$ 1,170.40	47-6	\$ 1,205.51			62,928
Substitute Wiring Inspector Kenneth Brown			54				10,000
Substitute Plumbing & Gas Inspector David Pilleri			54				10,000
Temporary Office Help							-
Longevity							-
				Total Salary			\$ 673,671

Assumptions: 52.2 week work year

40 series increase 3.00% 1.0300

50,60 series increase 2.00% 1.0200

Pay weeks in FY26 52.2



Town of *Wellesley*

FY2026 Budget Request

Sealer of Weights & Measures Operating Request

Department #: 244

Department Head: Meghan Jop, Executive Director

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Change FY25-26
Personal Services							
Full Time	\$ 13,108	\$ 15,269	\$ 12,916	\$ 16,051	\$ 16,451	\$ 400	2.49%
Subtotal, Personal Services	13,108	15,269	12,916	16,051	16,451	400	2.49%
Expenses	217	2,017	2,013	2,600	2,600	\$ -	0.00%
Subtotal, Expenses	217	2,017	2,013	2,600	2,600	-	0.00%
TOTAL TAX IMPACT	\$ 13,326	\$ 17,286	\$ 14,929	\$ 18,651	\$ 19,051	\$ 400	2.15%
PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request		
Position Titles:							
Sealer	0.4	0.4	0.4	0.4	0.4		
Total Number of Positions	0.4	0.4	0.4	0.4	0.4		

Sealer of Weights & Measures Operating Request									
Org	Obj	Account # 01-244 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES									
01244100	511010	Senior Administrators	\$13,108	\$15,269	\$12,916	\$16,051	\$16,451	\$ 400	2.49%
PERSONAL SERVICES SUBTOTAL			13,108	15,269	12,916	16,051	16,451	\$ 400	2.49%
EXPENSES									
01244200	530500	Training & Development	-	-	-			\$ -	-
01244200	534030	Advertising - General	15	15	16	25	25	\$ -	0.00%
01244200	542010	Office Supplies	77	107	87	175	175	\$ -	0.00%
01244200	571010	Travel-Mileage	-	-	-	200	200	\$ -	0.00%
01244200	571110	Conf/Mtgs-Administrators	125	1,896	1,910	2,200	2,200	\$ -	0.00%
01244200	583190	Other Equipment Replacement	-	-	-			\$ -	-
EXPENSES SUBTOTAL			217	2,017	2,013	2,600	2,600	\$ -	0.00%
DEPARTMENT TOTAL			\$13,326	\$17,286	\$14,929	\$18,651	\$19,051	\$ 400	2.15%

Sealer of Weights & Measures Operating Request								
Job Title Employee Name	FY25 Rate as of 6/30/25	FY26 RATE REQUEST***						
		Group - Step	Hrly Rate	Hours	FY26 Starting Rate 7/1/25	Step Adjustment Date	Adjusted Rate	Total Budget Request *
Sealer of Weights & Measure Jack Walsh- average 8 hrs per week	\$42.80	n/a	\$ 43.87	375	\$ 16,451.25	N/A	N/A	\$ 16,451
							Total Salary \$	16,451
*Note: FY26 Salary is based on 52.2 weeks.								



Town of Wellesley

FY2026 Budget Request

Special School Police Operating Request

Department: 299

Department Head: Scott Whittemore, Police Chief

DEPARTMENT EXPENDITURES	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Change FY25-26
Personal Services							
Part Time	\$ 42,026	\$ 42,109	\$ 48,137	\$ 139,919	\$ 142,285	\$ 2,366	1.69%
Subtotal, Personal Services	42,026	42,109	48,137	139,919	142,285	2,366	1.69%
Expenses	2,705	3,005	766	3,774	3,887	\$ 113	3.00%
Encumbered Expenses	-	-	490	-	-	\$ -	0%
Subtotal, Expenses	2,705	3,005	1,256	3,774	3,887	113	3.00%
TOTAL TAX IMPACT	\$ 44,730	\$ 45,114	\$ 49,393	\$ 143,693	\$ 146,172	\$ 2,479	1.73%

PERMANENT STAFFING (FTEs)	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request
Position Titles:					
School Crossing Guard	17.0	17.0	17.0	17.0	17.0
Substitute Crossing Guard	1.0	1.0	1.0	1.0	1.0
Total Number of Positions *	18.0	18.0	18.0	18.0	18.0

The total number of employees does not correspond with the total number of crossing guard posts, as some of the crossing guards work more than one crossing guard post each morning. When fully staffed there should be 17 permanent crossing guards and 1 substitute to cover for absences.

Special School Police Operating Request

Org	Object	Account # 01-299 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES										
01299100	511240	Uniformed Non Professional	Police/School crossing guard	\$ 42,026	\$ 42,109	\$ 48,137	\$ 139,919	\$ 142,285	2,366	1.69%
PERSONAL SERVICES SUBTOTAL				42,026	42,109	48,137	139,919	142,285	2,366	1.69%
EXPENSES										
01299200	534030	Advertising-General		-	-	-	1,026	1,057	31	3.00%
01299200	542110	Uniforms		2,705	3,005	766	2,748	2,830	82	3.00%
EXPENSE SUBTOTAL				2,705	3,005	766	3,774	3,887	113	3.00%
	570000	Other Charges	Encumbered Expenses	-	-	490			-	0.00%
TOTAL				\$ 44,730	\$ 45,114	\$ 49,393	\$ 143,693	\$ 146,172	\$ 2,479	1.73%

Current Special School Police Personnel as of today.

Permanent

Substitute

Bortolotti, Amelia

Madden, Joshua

Spencer, Renee

Winkelman, Johanna

Wyman, Gabriele

Zheng, Ming

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

**** Police Officers are assigned from patrol duties to cover unfilled posts.**

TOWN OF WELLESLEY - FY26 BUDGET

Department: SPECIAL SCHOOL POLICE

Location	FY25 June 30th Rate	FY26 7/1/2025 Starting Rate Rate	Total Budget Request	Hours Per Day	
(1) Cedar @ Rt. 9	170.63	173.50	6,419	1.00	
(2) Cedar @ Barton Road	170.63	173.50	6,419	1.00	
(3) Cedar @ Fiske	170.63	173.50	6,419	1.00	
(4a) Washington @ Glen	202.19	206.00	7,622	1.33	
(4b) Washington @ Crescent (two posts)	122.82	124.25	4,597	0.50	
(5) Walnut @ Damien	170.63	173.50	6,419	1.00	
(6) Walnut @ Warren	154.37	156.75	5,800	0.83	
(7) Washington @ Warren	170.63	173.50	6,419	1.00	
(8) Cedar @ Schofield	170.63	173.50	6,419	1.00	
(9) Weston @ Elmwood	170.63	173.50	6,419	1.00	
(10) Weston @ Parker	170.63	173.50	6,419	1.00	
(11) Grove @ Fullerbrook	170.63	173.50	6,419	1.00	
(12) Hampden @ Cameron	170.63	173.50	6,419	1.00	
(13) Wellesley @ Atwood	170.63	173.50	6,419	1.00	
(14) Weston @ Cleveland	170.63	173.50	6,419	1.00	
(15) Washington @ St Paul	170.63	173.50	6,419	1.00	
(16) Weston @ Hardy Schl	170.63	173.50	6,419	1.00	
(17) Kingsbury @ Rt 9	202.19	206.00	7,622	1.33	
(18) Kingsbury @ Middle Sch	194.54	203.05	7,513	1.30	
(19) Kingsbury @ Calvin	170.63	173.50	6,419	1.00	
(20) Elmwood @ Bate's	170.63	173.50	6,419	1.00	
(21) Oak @ Sprague	170.63	173.50	6,419	1.00	
TOTAL PART TIME	17		\$ 142,285	22.29	Totals Hours per day
TOTAL TEMP/SEASONAL	1			111.45	Total Hours per week
TOTAL OVERTIME	RECOVERED FROM SALARIES ABOVE				
TOTAL OTHER	0				
TOTAL PERSONAL SERVICES			\$ 142,285		



Town of Wellesley

FY2026 Budget Request

Retirement Operating Request

Department: 910

The Town is making contributions to the Pension Fund in accordance with the 1/1/23 Actuarial valuation.

The Enterprise Funds are assessed their share.

Org	Object	Account # 01-910 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
		Contributory Retirement Pension	Total Retirement	\$ 9,756,209	\$ 10,034,958	\$ 10,338,575	\$ 10,648,732	\$ 10,968,194	\$ 319,462	3.00%
64*	575010	Sewer Contribution		(146,419)	(113,566)	(117,016)	(101,421)	(104,462)	\$ (3,041)	3.00%
74*	575010	Water Contribution		(341,643)	(264,988)	(273,036)	(339,775)	(350,005)	\$ (10,230)	3.01%
64	202049	MLP Contribution		(951,741)	(987,095)	(1,016,728)	(1,092,844)	(1,125,367)	\$ (32,523)	2.98%
		West Suburban Veteran's District		(9,809)	(12,038)	(12,411)	(8,792)	(9,063)	\$ (271)	3.08%
		Wellesley Housing Authority Contribution		(71,780)	(70,845)	(73,019)	(66,796)	(68,835)	\$ (2,039)	3.05%
01910200	575010	Contributory Retirement Pension	Expense total	\$ 8,234,817	\$ 8,586,426	\$ 8,846,365	\$ 9,039,104	\$ 9,310,462	\$ 271,358	3.00%



Town of Wellesley

FY2026 Budget Request

Workers Compensation Operating Request

Department: 912

Department Head: Michael DiPietro, Finance Director

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. The recommended FY26 contribution as of the 6/30/24 valuation remain's \$772,000 at a discounted 75% confidence level basis

Org	Object	Account # 01-912 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Budget	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01912200	596021	Transfer to Internal Service	Workers' compensation requirement per Actuarial Study	\$ 244,149	\$ 944,149	\$ 700,070	\$ 740,348	\$ 740,348	\$ -	0.00%
Other Funding Sources:				FY22	FY23	FY24	FY25	FY26		
Workers' Compensation Requirement Per Actuarial Study				300,000	300,000	730,000	772,000	772,000		
Less: Workers' Comp Staff Salary covered in HR Budget				(43,551)	(43,551)	-	-			
Workers' Compensation Requirement				256,449	256,449	730,000	772,000	772,000		
Municipal Light (1.9% of total appropriation)				(5,700)	(5,700)	(13,870)	(14,668)	(14,668)		
Water/Sewer & Stormwater (2.2% of total appropriation)				(6,600)	(6,600)	(16,060)	(16,984)	(16,984)		
				244,149	244,149	700,070	740,348	740,348		



Town of *Wellesley*

FY2026 Budget Request

Unemployment Compensation Operating Request

Department: 913

Department Head: Michael DiPietro, 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.

Org	Object	Account # 01-913 Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01913200	596087	Transfer to Unemployment Comp		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	0.00%



Town of Wellesley

FY2026 Budget Request

Group Insurance Operating Request

Department: 914/912

Department Head: Michael DiPietro, Finance Director

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

Org	Object	Account # 01-914 Account Title	Explanation	FY23 Budget	FY24 Budget	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
21914200	575210	Group Health Insurance	Provides coverage for 1,800+ employees and retirees	18,213,887	18,417,664	19,390,128	22,653,687	3,263,559	16.83%
21914200	575214	HSA Contribution		438,000	438,000	450,000	450,000	-	0.00%
21914200	578510	TOWN FSA CONTRIBUTION MATCH		170,250	226,050	232,000	232,000	-	0.00%
21914200	575295	OPT Out		351,250	351,250	400,000	400,000	-	0.00%
21914200	575295	Additional Insurance Opt Outs (Dental/Accident)		-	-	65,000	70,000	5,000	7.69%
21914200	575210	Enterprise Assessment		(1,045,000)	(1,110,000)	(1,221,000)	(1,343,000)	(122,000)	9.99%
		See Enrollment sheet		18,128,387	18,322,964	19,316,128	22,462,687	3,146,559	16.29%
21914200	578500	FSA ADMIN FEE PAID BY TOWN		107,250	106,450	110,000	110,000	-	0.00%
21914200	578511	HRA MEDICAL	First come, first served reimbursements	50,000	35,000	35,000	35,000	-	0.00%
21914200	578512	HRA NON MEDICARE ELIGIBLE	First come, first served reimbursements	50,000	35,000	35,000	35,000	-	0.00%

21914200	530259	OPEB Consulting	Provides investment and actuarial consulting services to the OPEB pogram	30,000	30,000	30,000	60,000	30,000	100.00%
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	1,700,000	1,775,000	75,000	4.41%
21914200	575210	Medicare B Penalty & Refunds	For those who were forced into Medicare	58,000	58,000	58,000	58,000	-	0.00%
21914200	575250	Group Dental Insurance	Per agreement, Town contributes base dental up to \$325 and option for Health Indemnity or Accident Insurance	320,000	320,000	500,000	525,000	25,000	5.00%
21914200	575218	EYEMED		80,000	80,000	80,000	80,000	-	0.00%
21914200	575297	Life, Ltd, Hospital	Provides coverage to all benefit eligible employees with a basic level of protection	470,250	626,050	750,000	775,000	25,000	3.33%
21914200	578550	VOYA Fees	Town now pays for the OBRA Plan Voya fees	30,000	35,000	35,000	35,000	-	0.00%
21914200	575260	Employee Assistance Plan	Provides local emergency intervention services to all employees.FY21 new agreement	87,500	87,500	90,000	92,000	2,000	2.22%
TOTAL				\$ 21,021,387	\$ 21,385,964	\$ 22,739,128	\$ 26,042,687	3,303,559	14.53%

*

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



Town of *Wellesley*

FY2026 Budget Request

OPEB Operating Request

Department: 919

Department Head: Michael DiPietro, Finance Director

Org	Object	Account # 01-919 Account Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01919200	596998	OPEB Non-Excluded	\$ 3,432,000	\$ 3,443,628	\$ 3,293,629	\$ 3,200,000	\$ 3,100,000	\$ (100,000)	-3.13%
01919200	596999	OPEB Excluded	-	-	-			\$ -	0.00%
		EXPENSES TOTAL	\$ 3,432,000	\$ 3,443,628	\$ 3,293,629	\$ 3,200,000	\$ 3,100,000	\$ (100,000)	-3.13%



Town of *Wellesley*

FY2026 Budget Request

Compensated Absences Operating Request

Department: 950

Department Head: Michael DiPietro, 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	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
01950100	519020		Sick Leave/Vacation Buyback	\$ 12,668	\$ 159,854	\$ 130,339	\$ 120,000	\$ 130,000	\$ 10,000	8.33%



Town of Wellesley

FY2026 Budget Request

Traffic & Parking Operating Request

Fund: 27
Department #: 293
Department Head: Chief Scott Whittemore

The mission of the Traffic and Parking Department is to facilitate vehicular and pedestrian safety and orderly movement throughout the community through the appropriate application of traffic regulatory and warning devices. The Department also maintains municipal parking lots and on-street parking meters. This budget is funded from parking meter receipts.

DEPARTMENT	FY22	FY23	FY24	FY25	FY26	\$ Variance	% Variance
EXPENDITURES	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Request</u>	<u>FY25-26</u>	<u>FY25-26</u>
Personal Services							
Full Time	\$ 108,450	\$ 110,190	\$ 116,150	\$ 120,240	\$ 125,647	\$ 5,407	4.50%
Part Time/Temp/Seasonal	64,993	67,794	76,572	101,598	107,235	\$ 5,637	5.55%
Other (Meter/Sign Repair)	59,691	59,728	61,489	60,000	60,000	\$ -	0.00%
Traffic Officer	36,556	37,168	38,137	41,473	42,717	\$ 1,244	3.00%
Subtotal, Personal Services	269,689	274,879	292,348	323,311	335,599	\$ 12,288	3.80%
Expenses	397,684	505,092	597,326	711,400	695,900	(15,500)	-2.18%
Capital							
P/S & Expenses TOTAL	\$ 667,373	\$ 779,971	\$ 889,674	\$ 1,034,711	\$ 1,031,499	\$ (3,212)	-0.31%
Capital Request	\$ -	\$ 100,000	\$ -				
GRAND TOTAL	\$ 667,373	\$ 879,971	\$ 889,674	\$ 1,034,711	\$ 1,031,499	\$ (3,212)	-0.31%

Cash Capital							
Debt Service	-					-	*final payment issued in FY19
General Fund Transf and Debt Svc Subtotal	-					-	

GRAND TOTAL (Operating + Debt)	\$ 667,373	\$ 779,971	\$ 889,674	\$ 1,034,711	\$ 1,031,499	\$ (3,212)	-0.31%
Revenues - Parking Charges							
	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>		
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>		
Annual Permits	52,753	78,875	74,842	88,000	88,000		
Debit Card Sales	-						
Ticket Machines	-						
Lot Meters	33,697	30,000	33,413	30,000	30,000		
Street Meters	190,828	80,500	72,943	70,000	70,000		
Passport/PaybyPhone	165,330	440,712	589,863	600,000	550,000		
EV Charging Stations			-	5,500	12,000		
Other Revenue (Rental, etc)	1,171	500	440	2,000	1,000		
General Fund Subsidy	600,300	400,000	399,003	200,000	300,000		
Total Revenue	1,044,079	1,030,587	1,170,505	995,500	1,051,000		

PERMANENT STAFFING (FTEs)	FY22	FY23	FY24	FY25	FY26
Full Time-Equivalent Employees	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Request</u>
Position Titles:					
Administrator	0.5	0.5	0.5	0.5	0.5
Parking Clerk	0.5	0.5	0.5	0.5	0.5
Meter/Sign Repair	0.5	0.5	0.5	0.5	0.5
Parking Attendants	<u>2.6</u>	<u>2.6</u>	<u>2.6</u>	<u>2.1</u>	<u>2.1</u>
Total Number of Positions	4.1	4.1	4.1	3.6	3.6

Traffic & Parking Operating Request

Org	Obj	Munis Object # Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
PERSONAL SERVICES										
27293100	511010	Senior Administrator	50% Police Lieutenant	\$ 75,749	\$ 76,969	\$ 81,275	\$ 84,355	\$ 88,221	\$ 3,866	4.58%
27293100	511220	Other Professional	Parking Clerk	\$ 32,701	\$ 33,221	\$ 34,875	\$ 35,885	\$ 37,426	\$ 1,541	4.30%
27293100	511240	Unif Staff	4 part-time positions 18 hours/week	64,693	67,794	76,572	99,598	105,235	\$ 5,637	5.66%
27293100	514010	Shift Diff	\$2.00/hour stipend	300	-	-	2,000	2,000	\$ -	0.00%
27293100	511350	Laborer	HWY sign/meter repair/maint MLP traffic signal maint	59,691	59,728	61,489	60,000	60,000	\$ -	0.00%
27293100	511230	Traffic Officer	One Patrolman in Police paid 50% from Traffic and Parking - made as a departmental transfer	36,556	37,168	38,137	41,473	42,717	\$ 1,244	3.00%
				269,689	274,879	292,348	323,311	335,599	\$ 12,288	3.80%
EXPENSES										

27293200	521005	Electricity - Charging Station	Electricity - Charging Station	2,123	3,077	10,322	5,500	12,000	\$ 6,500	118.18%
27293200	521010	Electricity	Parking Lot Lighting traffic signals pedestrian lights	10,213	10,505	11,824	10,500	10,500	\$ -	0.00%
27293200	524015	Grounds Maint	Municipal Parking Lots monthly	40,318	41,002	48,571	35,000	40,000	\$ 5,000	14.29%
27293200	524030	Equip Maint	Yearly replacement parking meter batteries	-	1,736	2,963	2,000	2,000	\$ -	0.00%
27293200	529030	Snow Removal	Municipal parking Lots	44,028	-	13,800	60,000	60,000	\$ -	0.00%
27293200	530700	Arch/Eng	On-call traffic consultants	22,298	81,665	51,217	80,000	80,000	\$ -	0.00%
27293200	530900	Other Prof	Violation Processing Meter collection	51,426	92,569	64,080	95,000	65,000	\$ (30,000)	-31.58%
27293200	534010	Postage	Postage	371	299	153	500	500	\$ -	0.00%
27293200	534020	Telephone	Cellular phones parking attendants (3) parking clerk	-	-	-	-	-	\$ -	0.00%
27293200	534030	Advertising - General	Advertising - General	-	-	281	500	500	\$ -	0.00%
27293200	534040	Printing and Mailing	Printing and Mailing	-	316	-	-	-	\$ -	0.00%
27293200	536100	DPW-PW Services	Fringe per DPW Transfers	22,325	23,891	23,931	25,000	25,000	\$ -	0.00%

Traffic & Parking Operating Request

Org	Obj	Munis Object # Account Title	Explanation	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
27293200	538090	Other Services	Traffic signal maintenance	15,261	51,642	65,648	60,000	60,000	\$ -	0.00%
27293200	542010	Office Supplies	Office Supplies	35	317	30	400	400	\$ -	0.00%
27293200	542110	Uniforms	Uniforms	281	96	366	2,000	2,000	\$ -	0.00%
27293200	543040	Equipment Supplies	Meter maintenance supplies	9,290	2,598	3,179	7,000	5,000	\$ (2,000)	-28.57%
27293200	543050	Paint Supplies	Line Painting contract	106,637	93,849	74,732	65,000	75,000	\$ 10,000	15.38%
27293200	543090	Other M & R	CALE meter maintenance agreement CALE meter supplies						\$ -	0.00%
27293200	552030	Signs Supplies	Regulatory Signs	19,624	22,214	28,277	30,000	25,000	\$ (5,000)	-16.67%
27293200	571010	Travel-Mileage	Travel-Mileage	1,913	2,227	2,518	3,000	3,000	\$ -	0.00%
27293200	571540	Parking Lot Imp	Landscaping Improvements Fencing Improvements Pothole Repair	717	6,520	270	20,000	20,000	\$ -	0.00%
27293200	571550	Traffic Calming	Various traffic calming projects	1,240	21,976	8,453	60,000	60,000	\$ -	0.00%
27293200	575210	Health Insurance	Benefits	40,000	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	9,564	8,593	8,739	10,000	10,000	\$ -	0.00%
27293200	595530	Misc Fees	Passport/PBP App Usage Fee	-		137,974	100,000	100,000	\$ -	0.00%
Expense Total				397,684	505,092	597,326	711,400	695,900	\$ (15,500)	-2.18%
P/S and Expenses Total				\$ 667,373	\$ 779,971	\$ 889,674	\$ 1,034,711	\$ 1,031,499	\$ (3,212)	-0.31%
Capital Request				\$ -	\$ 100,000	\$ -	\$ -		\$ -	0%
Grand Total				\$ 667,373	\$ 879,971	\$ 889,674	\$ 1,034,711	\$ 1,031,499	\$ (3,212)	-0.31%

Traffic & Parking Operating Request											
								Funding source:			Total - Based on 52.2 wks
								Police Dept.	Traffic & Parking	Treasurer	
Employee Name	Title	FY25 Rate as of 6/30/25	Group - Step	FY26 Starting Rate 7/1/25	Hrs pr week	Step date	Weekly/ Step amt	01210100	27293100	01145100	Salary Request (Dept 293)
Police Lieutenant	Police Lieutenant	\$ 3,281.65	n/a	\$ 3,380.10				88,221	88,221		176,441
Kathryn Rumsey	Parking Clerk	\$ 1,405.84	52	\$ 1,433.96	17.50					37,426	74,853
Vacant	Parking Meter Attendant	\$ 28.00	Gen	\$ 28.00	18.00						26,309
Richard Dami	Parking Meter Attendant	\$ 28.00	Gen	\$ 28.00	18.00						26,309
William Schultz	Parking Meter Attendant	\$ 28.00	Gen	\$ 28.00	18.00						26,309
Richard Swinimer	Parking Meter Attendant	\$ 28.00	Gen	\$ 28.00	18.00						26,309
Meter Maint Shift Diff	\$2 per hour										2,000
Anthony Manolian	Meter Repair Laborer	Work & equipment on signs/meters charged by DPW									60,000
Patrolmen	Traffic Officer (50% Police Detail)	\$ -	n/a	\$ 1,636.67					42,717		85,434
Less General fund transfer for Patrolman and TRS clk									-		
Total Salary										\$ 335,599	
***Note: FY26 salary is based on a 52.2 week year.											
*50% Charged to Police											



Town of *Wellesley*

Five Year Capital Budget Program FY2026-2030

Summary Schedule

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2026-2030 Total
Cash Capital	7,759,465	8,201,268	7,858,976	8,538,617	10,289,869	7,916,529	42,805,259
Free Cash	4,635,100	-	-	-	-	-	-
CPC Funding	2,065,000	170,000	-	-	-	-	170,000
Gift/Fundraising/Other	1,745,000	660,000	-	-	-	-	660,000
Chapter 90	790,000	790,000	790,000	790,000	790,000	790,000	3,950,000
Debt Capital Inside Levy	5,700,000	17,555,000	12,810,000	55,440,000	2,300,000	25,462,000	113,567,000
Debt Capital Exclusion *	-	-	-	-	-	-	-
Grand Total	\$ 22,694,565	\$ 27,376,268	\$ 21,458,976	\$ 64,768,617	\$ 13,379,869	\$ 34,168,529	\$ 161,152,259

Note: *This document represents all department capital requests for the years preferred by each department. Because the Town doesn't have the funding to afford every project in the requested year, capital needs are discussed and re-evaluated annually, in an effort to achieve the best result for the entire Town. Projects currently labelled "inside the levy" may in fact need to be financed with exempt debt.*



Town of Wellesley

Five Year Capital Detail Summary FY2026-2030

Exhibit C

Department	FY25	FY26	FY27	FY28	FY29	FY30	FY26-FY30 Total
Cash Capital							
Select Board/Central Admin	16,204	-	-	-	-	-	-
Climate Action Committee	-	-	-	-	75,000	-	75,000
Financial Services	-	-	-	15,000	-	-	15,000
Information Technology	75,000	215,000	120,000	55,000	-	120,000	510,000
Police	44,417	191,787	39,138	56,097	192,105	-	479,127
Fire	490,000	-	280,000	325,000	700,000	75,000	1,380,000
Council on Aging	20,000	20,000	25,000	20,000	15,000	25,000	105,000
Youth Commission	-	-	-	350,000	-	-	350,000
Library	201,300	227,000	244,000	227,000	227,000	210,000	1,135,000
Natural Resources Commission	520,000	265,000	160,500	253,000	863,000	112,000	1,653,500
Morses Pond	100,000	150,000	70,000	45,000	60,000	70,000	395,000
Town Clerk	37,500	-	-	-	-	-	-
Human Resources	37,704	-	-	-	-	-	-
Planning Board	-	-	250,000	-	-	-	250,000
Department of Public Works	3,325,000	3,892,000	4,185,000	4,065,000	4,035,000	3,999,000	20,176,000
Schools	1,297,340	1,299,481	1,381,338	1,279,520	1,194,764	1,191,529	6,346,632
Facilities Management	1,595,000	1,941,000	1,104,000	1,848,000	2,928,000	2,114,000	9,935,000
Total Cash Capital	7,759,465	8,201,268	7,858,976	8,538,617	10,289,869	7,916,529	42,805,259
Other Funding Sources							
DPW Street Resurfacing (Ch 90)	790,000	790,000	790,000	790,000	790,000	790,000	3,950,000
MOPO Beachfront (CPC)	925,000	-	-	-	-	-	-
Historical Society History Center (CPC)	640,000	-	-	-	-	-	-
Hunnewell Track and Field Restrooms (CPC)	500,000	-	-	-	-	-	-
DPW- Fuel Depot (FC)	2,000,000	-	-	-	-	-	-
DPW - Playground Reconstruction (FC/Transfer)	2,000,000	-	-	-	-	-	-
DPW - Wellesley Square Reconstruction (FC)	600,000	-	-	-	-	-	-
FMD - RDF Admin Building (FC)	635,100	-	-	-	-	-	-
FMD - Fire Department Main Roof Replacement (FC)	750,000	-	-	-	-	-	-
Teamrooms Design (FC)	175,000	-	-	-	-	-	-
Supplemental Morses Pond Study (CPC)	-	170,000	-	-	-	-	170,000
RDF Baler (Stabilization)	220,000	660,000	-	-	-	-	660,000
Total Other Sources	9,235,100	1,620,000	790,000	790,000	790,000	790,000	4,780,000
Debt Capital Inside Levy*							
Fire Engine	-	1,055,000	-	-	-	-	1,055,000
FMD - Warren HVAC Upgrade	5,700,000	-	-	-	-	-	-
Highway & Park Renovation (PBC)	-	-	1,560,000	11,440,000	-	-	13,000,000
Sprague HVAC System Renovation	-	-	-	-	525,000	2,750,000	3,275,000
Main Library HVAC System Renovation	-	-	-	-	550,000	3,000,000	3,550,000
MS Roof Replacement	-	-	-	-	600,000	8,000,000	8,600,000
Bates School Projects	-	-	-	-	375,000	3,487,000	3,862,000
Sprague Projects	-	-	-	-	250,000	2,075,000	2,325,000
Air Condition Schools	-	-	4,000,000	29,000,000	-	-	33,000,000
New Preschool Building	-	-	-	-	-	2,650,000	2,650,000
New Bathhouse at MOPO* (Debt Exclusion)	-	-	-	8,500,000	-	-	8,500,000
SCH - Teamrooms Construction	-	1,300,000	-	-	-	-	1,300,000
DPW - Street Rehabilitations	-	6,500,000	-	5,500,000	-	3,500,000	15,500,000
Hunnewell Tennis Courts	-	1,200,000	-	-	-	-	1,200,000
HS/Hunnewell Field/Irrigation Improvements	-	500,000	-	-	-	-	500,000
Playground Reconstruction	-	2,000,000	500,000	-	-	-	2,500,000
RDF Admin Building	-	5,000,000	-	-	-	-	5,000,000
Wellesley Square Reconstruction	-	-	6,000,000	-	-	-	6,000,000
Hunnewell Track and Fields Turf Replacement	-	-	750,000	-	-	-	750,000
Storage Sheds	-	-	-	1,000,000	-	-	1,000,000
Total Borrowed Inside Levy	5,700,000	17,555,000	12,810,000	55,440,000	2,300,000	25,462,000	113,567,000
Grand Total	\$ 22,694,565	\$ 27,376,268	\$ 21,458,976	\$ 64,768,617	\$ 13,379,869	\$ 34,168,529	\$ 161,152,259

* Projects may not be able to be financed 'inside the levy' depending upon the total amount of projects requested within any one year .



Town of Wellesley

FY2026-2030 SB Capital Request

Capital Project	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY26-30 Total
Information Technology							
Fiber Optic Infrastructure	50,000	-	-	-	-	-	-
Telephone Upgrade (VoIP 2.0)	25,000	200,000	25,000	25,000	-	-	250,000
Replace Wi-Fi Equipment	-	15,000	20,000	-	-	-	35,000
Aerial Flyover & Orthophotography	-	-	25,000	30,000	-	-	55,000
Upgrade Office Software	-	-	50,000	-	-	-	50,000
Backup/Disaster Recovery System	-	-	-	-	-	120,000	120,000
	75,000	215,000	120,000	55,000	-	120,000	510,000
Police							
In-Car Video Replacement	24,060	18,045	18,045	18,045	-	-	54,135
Server Replacement	-	16,959	-	16,959	-	-	33,918
Electronic Control Devices	-	156,783	-	-	-	-	156,783
Radio Repeater Replacement	20,357	-	21,093	21,093	12,183	-	54,369
Records Management System	-	-	-	-	179,922	-	179,922
	44,417	191,787	39,138	56,097	192,105	-	479,127
Fire							
Station Intercom Replacement	60,000	-	-	-	-	-	-
Fire Hose Equipment	50,000	-	-	-	-	-	-
Security Camera Upgrade	60,000	-	-	-	-	-	-
Radio/Communication Infrastructure	150,000	-	-	-	-	-	-
Wireless Internet	30,000	-	-	-	-	-	-
Command Vehicle Hybrid	80,000	-	70,000	75,000	-	-	145,000
Portable Radios	-	-	150,000	-	-	-	150,000
Off Road EMS Vehicle	-	-	60,000	-	-	-	60,000
Turnout Gear	60,000	-	-	150,000	-	-	150,000
Pickup Truck	-	-	-	100,000	-	-	100,000
SCBA Air Pacs Upgrade	-	-	-	-	350,000	-	350,000
Air Compressor SCBA Fill Station	-	-	-	-	350,000	-	350,000
Firefighter Gear Lockers Sta 1 & 2	-	-	-	-	-	75,000	75,000
	490,000	-	280,000	325,000	700,000	75,000	1,380,000
Select Board							
Copier for Select Board and Finance Departments	16,204	-	-	-	-	-	-
	16,204	-	-	-	-	-	-
Climate Action Committee							
Climate Action Plan Update	-	-	-	-	75,000	-	75,000
	-	-	-	-	75,000	-	75,000
Financial Services							
Printers	-	-	-	15,000	-	-	15,000
	-	-	-	15,000	-	-	15,000
Council on Aging							
Winter Walkway Hazard Mitigation	10,000	-	-	-	-	-	-
IT Upgrades	10,000	-	-	-	-	-	-
Replacement of Tables and Chairs	-	10,000	-	-	-	-	10,000
Kitchen Project	-	10,000	10,000	-	-	-	20,000
Raised Garden Bed	-	-	15,000	-	-	-	15,000
Exercise Equipment	-	-	-	20,000	-	-	20,000
Exterior Storage Shed	-	-	-	-	15,000	-	15,000
Furniture Upgrades	-	-	-	-	-	25,000	25,000
	20,000	20,000	25,000	20,000	15,000	25,000	105,000
Youth Commission							
Transportation Vehicle	-	-	-	350,000	-	-	350,000
	-	-	-	350,000	-	-	350,000
SB Cash Capital Total	645,621	426,787	464,138	806,097	982,105	220,000	2,914,127
Borrowed Inside							
Replace Fire Engine Vehicle(s) (Borrowed)	-	1,055,000	-	-	-	-	1,055,000
Total SB Borrowed Inside	-	1,055,000	-	-	-	-	1,055,000
Grand Total Select Board	\$ 645,621	\$ 1,481,787	\$ 464,138	\$ 806,097	\$ 982,105	\$ 220,000	\$ 3,969,127



Town of *Wellesley*

FY2026-2030 Facilities Capital Request

Building Description	FY25	FY26	FY27	FY28	FY29	FY30	FY26-30 Total
Town Cash Capital							
Townwide (Municipal)	95,000	115,000	15,000	15,000	95,000	18,000	258,000
Senior Center	60,000	560,000	-	-	80,000	-	640,000
Town Hall	-	-	-	-	-	75,000	75,000
Police	69,000	-	-	35,000	28,000	450,000	513,000
Fire Department Main (Headquarters)	-	-	30,000	60,000	345,000	75,000	510,000
Fire Department Central (Station 1)	-	-	-	125,000	150,000	-	275,000
Warren (Recreation and Health)	-	-	-	-	85,000	175,000	260,000
Main Library	330,000	25,000	425,000	130,000	500,000	400,000	1,480,000
Hills Library	-	-	-	90,000	-	20,000	110,000
Fells Library	-	-	-	12,000	-	-	12,000
DPW Operations	95,000	20,000	-	100,000	-	35,000	155,000
DPW Water & Sewer	50,000	60,000	-	50,000	160,000	-	270,000
DPW Highway & Park	-	70,000	-	190,000	-	-	260,000
Subtotal Cash Capital - Municipal	699,000	850,000	470,000	807,000	1,443,000	1,248,000	4,818,000
School Cash Capital							
Districtwide (Schools)	309,000	146,000	234,000	158,000	235,000	462,000	1,235,000
Preschool at Wellesley (PAWS)	-	-	-	-	20,000	-	20,000
Bates Elementary	170,000	163,000	-	346,000	875,000	-	1,384,000
Fiske Elementary	-	-	-	-	325,000	65,000	390,000
New Hardy Elementary	-	-	-	80,000	-	-	80,000
New Hunnewell Elementary	-	-	-	80,000	-	-	80,000
Sprague Elementary	200,000	170,000	-	355,000	-	250,000	775,000
Schofield Elementary	-	-	-	-	-	65,000	65,000
Upham Elementary	-	20,000	-	22,000	-	24,000	66,000
Middle School	157,000	580,000	200,000	-	16,000	-	796,000
High School	60,000	12,000	200,000	-	14,000	-	226,000
Subtotal Cash Capital - Districtwide	896,000	1,091,000	634,000	1,041,000	1,485,000	866,000	5,117,000
Other Unidentified Cash Capital	-	-	-	-	-	-	-
Total Cash Capital Requests	1,595,000	1,941,000	1,104,000	1,848,000	2,928,000	2,114,000	9,935,000
Other Funding Sources							
Warren HVAC Renovation (Free Cash)	-	-	-	-	-	-	-
Fire Dept. Main Roof Replacement (Free Cash)	750,000	-	-	-	-	-	-
DPW RDF Admin Building (Free Cash)	635,100	-	-	-	-	-	-
MOPO Renovation Project (CPC)	925,000	-	-	-	-	-	-
Total other funding sources	2,310,100	-	-	-	-	-	-
Borrowed Inside							
Warren HVAC Renovation	5,700,000	-	-	-	-	-	-
DPW RDF Admin Building	-	5,000,000	-	-	-	-	5,000,000
DPW Highway & Park Renovation	-	-	1,560,000	11,440,000	-	-	13,000,000
Main Library HVAC System Renovation	-	-	-	-	550,000	3,000,000	3,550,000
Sprague HVAC System Renovation	-	-	-	-	525,000	2,750,000	3,275,000
MS Roof Replacement	-	-	-	-	600,000	8,000,000	8,600,000
Sprague Roof Replacement	-	-	-	-	250,000	2,075,000	2,325,000
Bates Roof Replacement	-	-	-	-	375,000	3,487,000	3,862,000
New Preschool Building	-	-	-	-	-	2,650,000	2,650,000
Air-Condition Schools: Bates/Scho/Fiske/MS	-	-	4,000,000	29,000,000	-	-	33,000,000
Total Borrowed Inside	5,700,000	5,000,000	5,560,000	40,440,000	2,300,000	21,962,000	75,262,000
Total FMD Capital Requests	9,605,100	6,941,000	6,664,000	42,288,000	5,228,000	24,076,000	85,197,000



Town of Wellesley

FY2026-2030 Non-SB Departments Capital Request

Exhibit C

Capital Project	FY25	FY26	FY27	FY28	FY29	FY30	FY26-30 Total
Natural Resources Commission							
Comprehensive Pond Improvements	250,000	-	-	-	-	-	-
Squirrel Road Restoration	125,000	-	-	-	-	-	-
Land Preservation Plan	50,000	-	-	-	-	-	-
Tree Planting/Management Program	55,000	55,000	60,500	60,500	60,500	62,000	298,500
Park Sidewalk Paths/ Parking Lot Repairs	15,000	15,000	15,000	20,000	20,000	20,000	90,000
Natural Landscape Development	25,000	25,000	25,000	27,500	27,500	30,000	135,000
Improvements: Result of Active Field/Court Study	-	35,000	50,000	50,000	500,000	-	635,000
Fuller Brook Park Knotweed Removal	-	100,000	-	-	-	-	100,000
Town Forest Improvements	-	10,000	-	-	-	-	10,000
Hunnewell Track and Field Landscape	-	25,000	-	-	-	-	25,000
Micro Forest	-	-	10,000	-	-	-	10,000
Centennial Erosion Restoration	-	-	-	50,000	-	-	50,000
Water Fountains	-	-	-	30,000	-	-	30,000
Pump Track (Mt. Bike)	-	-	-	15,000	-	-	15,000
Conservation Land Purchases	-	-	-	-	200,000	-	200,000
Open Space and Recreation Plan	-	-	-	-	55,000	-	55,000
Subtotal Cash Capital	520,000	265,000	160,500	253,000	863,000	112,000	1,653,500
Other Sources:							
MOPO Renovation Project * (Debt Exclusion?)	-	-	-	9,000,000	-	-	9,000,000
Supplemental Morses Pond Study (CPC)	-	170,000	-	-	-	-	170,000
Subtotal Other Sources	-	170,000	-	9,000,000	-	-	9,170,000
Total NRC Capital	520,000	435,000	160,500	9,253,000	863,000	112,000	10,823,500
Morses Pond							
Phosphorous Inactivation Unit Replacement	100,000	-	-	-	-	-	-
Invasive Treatment	-	150,000	-	-	-	-	150,000
Bylaw/Regulatory Review/Development	-	-	25,000	-	-	-	25,000
Stormwater Construction/Demo Monitoring	-	-	10,000	-	-	-	10,000
Planting	-	-	35,000	35,000	-	-	70,000
Plant Monitoring	-	-	-	10,000	-	-	20,000
Morses Pond Beach Improvements	-	-	-	-	50,000	-	50,000
Kayaks	-	-	-	-	-	20,000	20,000
Morses Pond Dam Evaluation	-	-	-	-	-	50,000	50,000
Subtotal Cash Capital	100,000	150,000	70,000	45,000	60,000	70,000	395,000
Library							
IT Infrastructure Replacement	12,000	12,000	12,000	12,000	15,000	15,000	66,000
Computer/Peripheral Replacement	57,300	60,000	60,000	60,000	60,000	60,000	300,000
New Technology & Devices	30,000	40,000	40,000	40,000	40,000	40,000	200,000
Self Check System	30,000	30,000	35,000	35,000	35,000	35,000	170,000
Website Construction/Redesign	-	50,000	-	-	-	10,000	60,000
Sign Replacement	-	35,000	-	25,000	-	-	60,000
Security Cameras	12,000	-	12,000	-	12,000	-	24,000
Strategic Planning	-	-	60,000	-	-	-	60,000
Parking Lot Improvements	-	-	25,000	-	-	-	25,000
Automated Material Handler	-	-	-	45,000	-	-	45,000
Time Card system	10,000	-	-	10,000	-	-	10,000
Electric Van Replacement	-	-	-	-	65,000	-	65,000
Traffic Study	50,000	-	-	-	-	50,000	50,000
Total Library Cash Capital	201,300	227,000	244,000	227,000	227,000	210,000	1,135,000
Town Clerk							
New Voting Equipment	37,500	-	-	-	-	-	-
Total Town Clerk Cash Capital	37,500	-	-	-	-	-	-
Human Resources							
Copier for Human Resources Department	16,204	-	-	-	-	-	-
Munis Applicant Tracking Software	21,500	-	-	-	-	-	-
Human Resources Total	37,704	-	-	-	-	-	-
Planning Board							
Comprehensive Plan	-	-	250,000	-	-	-	250,000
Planning Board Total	-	-	250,000	-	-	-	250,000
Capital Project	FY25	FY26	FY27	FY28	FY29	FY30	FY26-30 Total
School Department (non-Facilities)							
Cash Capital:							
Furniture/Furnishings/Equipment	-	-	133,025	127,500	33,000	33,000	326,525
Technology	1,297,340	1,299,481	1,248,313	1,152,020	1,161,764	1,158,529	6,020,107
Subtotal Cash Capital	1,297,340	1,299,481	1,381,338	1,279,520	1,194,764	1,191,529	6,346,632
Other Sources:							
Teamrooms Design (Free Cash)	175,000	-	-	-	-	-	-
Subtotal Other Sources	175,000	-	-	-	-	-	-
Borrowed Inside:							
Teamrooms Construction (Borrowed Inside)	-	1,300,000	-	-	-	-	1,300,000
	-	1,300,000	-	-	-	-	1,300,000
Grand Total School Department	1,472,340	2,599,481	1,381,338	1,279,520	1,194,764	1,191,529	7,646,632
Grand Total Non-Select Board	2,368,844	3,411,481	2,105,838	10,804,520	2,344,764	1,583,529	20,250,132



Town of Wellesley

FY2026-2030 Public Works Capital Request

Exhibit C

Capital Project	FY25	FY26	FY27	FY28	FY29	FY30	FY26-30 Total
Cash Capital							
Street Improvement	810,000	820,000	820,000	820,000	865,000	865,000	4,190,000
Sidewalk Restoration	580,000	600,000	800,000	850,000	850,000	850,000	3,950,000
Private Ways	40,000	40,000	40,000	40,000	40,000	40,000	200,000
Clock Tower	-	-	100,000	-	-	-	100,000
Vehicle/Equipment Procurement	1,100,000	1,347,000	1,440,000	1,620,000	1,445,000	1,579,000	7,431,000
DPW Facilities	390,000	615,000	435,000	285,000	285,000	215,000	1,835,000
Street Rehabilitation- Design	-	-	100,000	-	100,000	-	200,000
Athletic/Playground Improvements	405,000	470,000	450,000	450,000	450,000	450,000	2,270,000
Total Cash Capital	3,325,000	3,892,000	4,185,000	4,065,000	4,035,000	3,999,000	20,176,000
Other Funding Sources:							
DPW Street Resurfacing (Ch 90)	790,000	790,000	790,000	790,000	790,000	790,000	3,950,000
Hunnewell Track and Field Restrooms (CPC)	500,000	-	-	-	-	-	-
Playground Reconstruction (Free Cash/Transfer)	2,000,000	-	-	-	-	-	-
Wellesley Square Reconstruction (Free Cash)	600,000	-	-	-	-	-	-
RDF Baler Replacement (Stabilization)	220,000	660,000	-	-	-	-	660,000
Total Other Funding Sources:	4,110,000	1,450,000	790,000	790,000	790,000	790,000	4,610,000
Borrowed Inside							
DPW Fuel Depot Rehabilitation	2,000,000	-	-	-	-	-	-
Street Rehabilitation-Weston Road	-	4,000,000	-	-	-	-	4,000,000
Hunnewell Tennis Courts	-	1,200,000	-	-	-	-	1,200,000
HS/Hunnewell Field/Irrigation Improvements	-	500,000	-	-	-	-	500,000
Street Rehabilitation-Great Plain Avenue	-	2,500,000	-	-	-	-	2,500,000
Playground Reconstruction (Funding TBD)	-	2,000,000	500,000	-	-	-	2,500,000
Wellesley Square Reconstruction	-	-	6,000,000	-	-	-	6,000,000
High School Track & Field Turf Replacement	-	-	750,000	-	-	-	750,000
Street Rehabilitation-Wash.-West.	-	-	-	3,500,000	-	-	3,500,000
Storage Sheds	-	-	-	1,000,000	-	-	1,000,000
Weston @ Linden Intersection	-	-	-	2,000,000	-	-	2,000,000
Street Rehabilitation- Dover	-	-	-	-	-	3,500,000	3,500,000
Total Borrowed	2,000,000	10,200,000	7,250,000	6,500,000	-	3,500,000	27,450,000
Debt Capital Exclusion:							
Grand Total DPW	9,435,000	15,542,000	12,225,000	11,355,000	4,825,000	8,289,000	52,236,000

**TOWN OF WELLESLEY, MA
ZERO-EMISSION-VEHICLE-FIRST FLEET POLICY
VEHICLE PROCUREMENT GUIDANCE & CHECKLIST**

Overview

The purpose of the [Zero-Emission-Vehicle-First Fleet Policy](#) (ZEV Policy) is to set standards and guidelines for the purchase, operation, and maintenance of the Town's fleet vehicles to advance the economic, energy, and climate sustainability of municipal operations by achieving long-term reductions in energy costs, energy consumption, and greenhouse gas emissions.

ZEV Policy Replacement Requirements

- Beginning in FY26, departments must purchase or lease battery electric vehicles (BEVs) for **light-duty passenger vehicles**. Light-duty passenger vehicles include sedans, minivans, sport utility vehicles (SUVs), and small pick-up trucks (e.g., a Ford Lightning) less than 8,500 lbs. **To purchase a non-BEV light-duty passenger vehicle, departments must seek an exemption from their governing board.**
- For all light duty vehicles (less than 8,500 lbs.) that are not passenger vehicles, departments must prioritize vehicle replacements following the electric-vehicle-first hierarchy.
- For all heavy-duty vehicles (greater than 8,500 lbs.), departments are encouraged to follow the electric vehicle first hierarchy.

Vehicle Procurement Checklist

All capital requests for replacement vehicles must be accompanied by the following information.

1. Contact Information

Name: Stephen Mortarelli
Department: Fire
Email: smortarelli@wellesleyma.gov
Phone Number: 781-235-1300

2. For what type(s) of vehicle(s) are you requesting funds (check all that apply)

- ☐ Battery-electric vehicle (BEV)
- ☐ Plug-in hybrid vehicle (PHEV)
- ☐ Hybrid electric vehicle (HEV)
- ☒ Standard vehicle operated by an internal combustion engine fueled by fossil fuels

3. **For each vehicle that is not a BEV, please explain why all vehicle types higher on the hierarchy would not meet the department's needs.** For example, if you are requesting an HEV, please explain why both a PHEV and BEV would not meet your needs.

Note: Consideration may be given to factors including, but not limited to, the ability of a given vehicle model to meet operational requirements, in what locations and for what durations the vehicle will be used, and availability of existing or planned charging and/or fueling infrastructure.

Vehicle 1

Make and model: E-One Typhoon

Type (PHEV, HEV, etc.): Internal Combustion

Explanation: No-viable electric or hybrid replacement available

4. **As applicable, for each vehicle requested, please list two prices: 1) the price of the BEV, PHEV, or HEV; and 2) the price of the PHEV, HEV, or internal combustion engine vehicle that would be purchased absent the ZEV First Policy requirement.** For example, if requesting funds for a BEV where the department would otherwise purchase an internal combustion engine vehicle, please list both the price of the BEV and the price of the internal combustion engine vehicle.

Note: You may reference the [latest statewide contracts](#) for vendors and vehicle pricing. Incentives are available to offset upfront costs of many ZEVs. Incentives include:

- MA EVIP: <https://www.mass.gov/how-to/apply-for-massevip-fleets-incentives>
- MOR-EV for Trucks: <https://mor-ev.org/>
- Federal Direct Pay Program

Vehicle 1:

- Option 1 model and price: N/A
- Option 2 model and price: N/A

5. **If the vehicle is a BEV or PHEV, is there currently sufficient charging infrastructure where the vehicle will be parked?**

Please describe the number and type (e.g., Level 1, 2, or 3) of charger(s) in the location(s) where the vehicle(s) will be parked.

Vehicle 1: N/A

FY2026 DPW ZERO-EMISSIONS-VEHICLE-FIRST FLEET POLICY CHECKLIST

Equip #	Unit To Be Replaced	Vehicle Type	ZEV Class	Explanation	Available Station	Unit Cost	Non-ZEV Cost
4	2018 FORD ESCAPE	All-Electric	Non-Exempt	Replacing with an all-electric vehicle.	Level 2	50,000	35,000
33	2012 FORD F550	Internal Combustion	Exempt	No viable all-electric or hybrid replacement available.	Not Applicable	130,000	
362	2008 FORD F350	Internal Combustion	Exempt	No viable all-electric or hybrid replacement available.	Not Applicable	75,000	
49	2004 VOLVO VHD42B	Internal Combustion	Exempt	No viable all-electric or hybrid replacement available.	Not Applicable	400,000	
62	1986 KENWORTH M334475	Internal Combustion	Exempt	No viable all-electric or hybrid replacement available.	Not Applicable	60,000	
123	2016 FORD F550	Internal Combustion	Exempt	No viable all-electric or hybrid replacement available.	Not Applicable	130,000	