



**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

Audit Committee Operating Request

Department: 135

Department Head: Michael DiPietro, Finance Director

DEPARTMENT EXPENDITURES	Org	Obj	FY22	FY23	FY24	FY25	FY26	\$ Variance	% Variance
			Actual	Actual	Actual	Budget	Request	FY25-26	FY25-26
Town's General Purpose Financial Statements (GPFS) & reports	01135200	530200	\$ 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" opinion 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.

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

Org	Object	DEPARTMENT EXPENDITURES		FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY26 Request	\$ Variance FY25-26	% Variance FY25-26
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	0.5	0.5	0.5	0.5	0.5
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
<u>PERSONAL SERVICES</u>										
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%
<u>EXPENSES</u>										
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
Additional 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

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	20,000	\$ 15,000	300.00%
			Subtotal Celebrations Committee	9,400	4,700	7,500	5,000	20,000	\$ 15,000	300.00%
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%

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
01695200	557010	Cultural Council	Town funds provided to the Wellesley Cultural Council	-	-	-	-	8,500	\$ 8,500	100.00%
			Subtotal Cultural Council	-	-	-	-	8,500	\$ 8,500	100.00%

* Historical Commission budget proposed to be transferred to Planning beginning FY19