



Town of Wellesley

FY2027 Summary Budget Request

| Page # | Dept. | Funding Item | FY26 USE OF FUNDS (BUDGETED) | | | FY27 USE OF FUNDS (REQUESTED) | | | CHANGE - FY26 to FY27 | | | |
|---|-------|---------------------------------|------------------------------|---------------------|----------------------|-------------------------------|---------------------|----------------------|--------------------------|-------------------------|------------------------|-----------------------|
| | | | FY26 Pers Srvs | FY26 Expenses | FY26 Total Ops | FY27 Pers Srvs | FY27 Expenses | FY27 Total Ops | \$ Variance Pers Srvs | \$ Variance Expenses | Variance Total - \$ | Variance Total - % |
| GENERAL GOVERNMENT Administration | | | | | | | | | | | | |
| 1 | 122 | Executive Director | 764,068 | 49,000 | 813,068 | 786,922 | 50,450 | 837,373 | 22,854 | 1,450 | 24,305 | 2.99% |
| 11 | 126 | Climate Action Committee | 173,234 | 10,291 | 183,525 | 176,699 | 10,591 | 187,290 | 3,465 | 300 | 3,765 | 2.05% |
| 20 | 133 | Finance Department | 616,432 | 14,100 | 630,532 | 634,882 | 14,450 | 649,332 | 18,450 | 350 | 18,800 | 2.98% |
| 26 | 145 | Treasurer & Collector | 463,239 | 140,700 | 603,939 | 476,468 | 144,900 | 621,368 | 13,229 | 4,200 | 17,429 | 2.89% |
| 33 | 155 | Information Technology | 905,437 | 889,600 | 1,795,037 | 928,767 | 960,600 | 1,889,366 | 23,330 | 71,000 | 94,329 | 5.25% |
| 39 | 195 | Town Report | - | 2,250 | 2,250 | - | 2,250 | 2,250 | - | - | - | 0.00% |
| 40 | 199 | Central Admin. Services | - | 14,600 | 14,600 | - | 15,000 | 15,000 | - | 400 | 400 | 2.74% |
| Subtotal - General & Financial Srvs. | | | \$ 2,922,410 | \$ 1,120,541 | \$ 4,042,951 | \$ 3,003,738 | \$ 1,198,241 | \$ 4,201,979 | \$ 81,328 | \$ 77,700 | \$ 159,028 | 3.93% |
| Facilities | | | | | | | | | | | | |
| 41 | 192 | Facilities Management -Town | 5,778,023 | 4,477,682 | 10,255,705 | 5,845,659 | 4,699,021 | 10,544,680 | 67,636 | 221,339 | 288,975 | 2.82% |
| 73 | 198 | Land Use Departments Relocation | - | 128,500 | 128,500 | - | 128,900 | 128,900 | - | 400 | 400 | 0.31% |
| Subtotal - Facilities Management | | | \$ 5,778,023 | \$ 4,606,182 | \$ 10,384,205 | \$ 5,845,659 | \$ 4,827,921 | \$ 10,673,580 | \$ 67,636 | \$ 221,739 | \$ 289,375 | 2.79% |
| Human Services | | | | | | | | | | | | |
| 74 | 541 | Council on Aging | 548,646 | 88,850 | 637,496 | 561,868 | 91,500 | 653,368 | 13,222 | 2,650 | 15,872 | 2.49% |
| 84 | 542 | Youth Commission | 111,927 | 17,090 | 129,017 | 114,259 | 17,090 | 131,349 | 2,332 | - | 2,332 | 1.81% |
| 98 | 693 | Memorial Day | - | 5,950 | 5,950 | - | 6,069 | 6,069 | - | 119 | 119 | 2.00% |
| 88 | 543 | West Suburban Veterans District | - | 85,264 | 85,264 | - | 89,306 | 89,306 | - | 4,042 | 4,042 | 4.74% |
| Subtotal - Human Srvs. | | | \$ 660,573 | \$ 197,154 | \$ 857,727 | \$ 676,127 | \$ 203,965 | \$ 880,092 | \$ 15,554 | \$ 6,811 | \$ 22,365 | 2.61% |
| Selectmen Shared Services | | | | | | | | | | | | |
| 90 | 135 | Audit Committee | - | 63,000 | 63,000 | - | 75,600 | 75,600 | - | 12,600 | 12,600 | 20.00% |
| 91 | 151 | Law | - | 480,000 | 480,000 | - | 490,000 | 490,000 | - | 10,000 | 10,000 | 2.08% |
| 92 | 458 | Street Lighting | - | 142,000 | 142,000 | - | 142,000 | 142,000 | - | - | - | 0.00% |
| 93 | 945 | Risk Management | - | 910,592 | 910,592 | - | 937,600 | 937,600 | - | 27,008 | 27,008 | 2.97% |
| 93 | 211 | Injured on Duty Insurance | - | 100,000 | 100,000 | - | 100,000 | 100,000 | - | - | - | 0.00% |
| Subtotal - Sel. Shared Services | | | \$ - | \$ 1,695,592 | \$ 1,695,592 | \$ - | \$ 1,745,200 | \$ 1,745,200 | \$ - | \$ 49,608 | \$ 49,608 | 2.93% |
| Select Board Appointed Committees | | | | | | | | | | | | |
| 94 | 176 | Zoning Board of Appeals | 96,753 | 9,430 | 106,183 | 100,286 | 10,030 | 110,316 | 3,533 | 600 | 4,133 | 3.89% |
| 98 | 180 | Housing Development Corp | - | 6,500 | 6,500 | - | 6,500 | 6,500 | - | - | - | 0.00% |
| 98 | 691 | Historical Commission | - | 750 | 750 | - | 750 | 750 | - | - | - | 0.00% |
| 98 | 692 | Celebrations Committee | - | 20,000 | 20,000 | - | 20,600 | 20,600 | - | 600 | 600 | 3.00% |
| 98 | 695 | Cultural Council | - | 8,500 | 8,500 | - | 8,755 | 8,755 | - | 255 | 255 | 3.00% |
| Subtotal - Sel. Appnted Comms. | | | \$ 96,753 | \$ 45,180 | \$ 141,933 | \$ 100,286 | \$ 46,635 | \$ 146,921 | \$ 3,533 | \$ 1,455 | \$ 4,988 | 3.51% |
| GENERAL GOVERNMENT SUBTOTAL | | | \$ 9,457,759 | \$ 7,664,649 | \$ 17,122,408 | \$ 9,625,810 | \$ 8,021,962 | \$ 17,647,772 | \$ 168,051 | \$ 357,313 | \$ 525,364 | 3.07% |
| Public Safety | | | | | | | | | | | | |
| 99 | 210 | Police Department | 7,674,767 | 902,429 | 8,577,196 | 7,790,208 | 938,516 | 8,728,724 | 115,441 | 36,087 | 151,528 | 1.77% |
| 114 | 220 | Fire Rescue | 7,581,182 | 513,180 | 8,094,362 | 7,776,632 | 528,561 | 8,305,193 | 195,450 | 15,381 | 210,831 | 2.60% |
| 125 | 241 | Building Department | 711,884 | 39,100 | 750,984 | 740,104 | 39,100 | 779,204 | 28,220 | - | 28,220 | 3.76% |
| 134 | 244 | Sealer of Weights & Measures | 16,451 | 2,600 | 19,051 | 16,780 | 2,675 | 19,455 | 329 | 75 | 404 | 2.12% |
| 137 | 299 | Special School Police | 142,285 | 3,887 | 146,172 | 148,792 | 4,004 | 152,796 | 6,507 | 117 | 6,624 | 4.53% |
| Subtotal - Public Safety | | | \$ 16,126,569 | \$ 1,461,196 | \$ 17,587,765 | \$ 16,472,516 | \$ 1,512,856 | \$ 17,985,372 | \$ 348,947 | \$ 51,660 | \$ 397,607 | 2.26% |
| SELECT BOARD OPERATING SUBTOTAL | | | \$ 25,584,328 | \$ 9,125,845 | \$ 34,710,173 | \$ 26,098,326 | \$ 9,534,818 | \$ 35,633,144 | \$ 513,998 | \$ 408,973 | \$ 922,971 | 2.66% |
| CAPITAL & DEBT | | | | | | | | | | | | |
| Tax Impact Capital | | | | | | | | | | | | |
| 155 | 122 | SB Cash Capital | - | 436,376 | 436,376 | - | 364,554 | 364,554 | - | (71,822) | (71,822) | -16.46% |
| 156 | 192 | Facilities Capital | - | 1,941,000 | 1,941,000 | - | 1,577,000 | 1,577,000 | - | (364,000) | (364,000) | -18.75% |
| Subtotal - Capital | | | \$ - | \$ 2,377,376 | \$ 2,377,376 | \$ - | \$ 1,941,554 | \$ 1,941,554 | \$ - | \$ (435,822) | \$ (435,822) | -18.33% |

| Page # | Dept. | Funding Item | FY26 USE OF FUNDS (BUDGETED) | | | FY27 USE OF FUNDS (REQUESTED) | | | CHANGE - FY26 to FY27 | | | | |
|--------|--------|---|------------------------------|------------------|-------------------|-------------------------------|------------------|-------------------|--------------------------|-------------------------|------------------------|-----------------------|--|
| | | | FY26 Pers Srvs | FY26 Expenses | FY26 Total Ops | FY27 Pers Srvs | FY27 Expenses | FY27 Total Ops | \$ Variance Pers Srvs | \$ Variance Expenses | Variance Total - \$ | Variance Total - % | |
| 710 | | Debt Service | | | | | | | | | | | |
| | | Current Inside Levy Debt Service | - | 3,568,406 | 3,568,406 | - | 5,235,122 | 5,235,122 | - | 1,666,716 | 1,666,716 | 46.71% | |
| | | Subtotal - Debt Service | \$ - | \$ 3,568,406 | \$ 3,568,406 | \$ - | \$ 5,235,122 | \$ 5,235,122 | \$ - | \$ 1,666,716 | \$ 1,666,716 | 46.71% | |
| | | CAPITAL & DEBT SUBTOTAL | \$ - | \$ 5,945,782 | \$ 5,945,782 | \$ - | \$ 7,176,676 | \$ 7,176,676 | \$ - | \$ 1,230,894 | \$ 1,230,894 | 20.70% | |
| | | Employee Benefits | | | | | | | | | | | |
| 140 | 910 | Retirement | - | 9,310,462 | 9,310,462 | - | 9,225,765 | 9,225,765 | - | (84,697) | (84,697) | -0.91% | |
| 142 | 912 | Workers Comp | - | 740,348 | 740,348 | - | 725,963 | 725,963 | - | (14,385) | (14,385) | -1.94% | |
| 144 | 913 | Unemployment Compensation | - | 100,000 | 100,000 | - | 100,000 | 100,000 | - | - | - | 0.00% | |
| 145 | 914 | Group Insurance | - | 25,598,232 | 25,598,232 | - | 28,304,234 | 28,304,234 | - | 2,706,002 | 2,706,002 | 10.57% | |
| 147 | 919 | OPEB Inside Levy | - | 3,100,000 | 3,100,000 | - | 3,000,000 | 3,000,000 | - | (100,000) | (100,000) | -3.23% | |
| 148 | 950 | Compensated Absences | - | 130,000 | 130,000 | - | 130,000 | 130,000 | - | - | - | 0.00% | |
| | | SHARED COST SUBTOTAL | \$ - | \$ 38,979,042 | \$ 38,979,042 | \$ - | \$ 41,485,962 | \$ 41,485,962 | \$ - | \$ 2,506,920 | \$ 2,506,920 | 6.43% | |
| | | SPECIAL ITEMS | | | | | | | | | | | |
| | | Property Tax Abatements | - | 920,144 | 920,144 | - | 950,000 | 950,000 | - | 29,856 | 29,856 | 3.24% | |
| 810 | | State & County Assessments | - | 1,497,214 | 1,497,214 | - | 1,519,672 | 1,519,672 | - | 22,458 | 22,458 | 1.50% | |
| | | SPECIAL ITEMS SUBTOTAL | \$ - | \$ 2,417,358 | \$ 2,417,358 | \$ - | \$ 2,469,672 | \$ 2,469,672 | \$ - | \$ 52,315 | \$ 52,315 | 2.16% | |
| | | SB TOTAL TAX IMPACT BUDGET | \$ 25,584,328 | \$ 56,468,027 | \$ 82,052,355 | \$ 26,098,326 | \$ 60,667,128 | \$ 86,765,454 | \$ 513,998 | \$ 4,199,101 | \$ 4,713,099 | 5.74% | |
| | | SB TOTAL TAX IMPACT (LESS EXEMPT DEBT) | \$ 25,584,328 | \$ 56,468,027 | \$ 82,052,355 | \$ 26,098,326 | \$ 60,667,128 | \$ 86,765,454 | \$ 513,998 | \$ 4,199,101 | \$ 4,713,099 | 5.74% | |
| | | NON-TAX IMPACT ITEMS | | | | | | | | | | | |
| 149 | 27-293 | Traffic & Parking Ops. | 127,235 | 615,900 | 743,135 | 127,235 | 643,600 | 770,835 | - | 27,700 | 27,700 | 3.73% | |
| | | NON-TAX IMPACT TOTAL | \$ 127,235 | \$ 615,900 | \$ 743,135 | \$ 127,235 | \$ 643,600 | \$ 770,835 | \$ - | \$ 27,700 | \$ 27,700 | 3.73% | |

| Non - Select Board Departments | | | FY26 USE OF FUNDS (BUDGETED) | | | FY27 USE OF FUNDS (REQUESTED) | | | CHANGE - FY26 to FY27 | | | |
|--------------------------------|-------|---|------------------------------|------------------|-------------------|-------------------------------|------------------|-------------------|--------------------------|-------------------------|------------------------|-----------------------|
| Page # | Dept. | Funding Item | FY26 Pers Srvs | FY26 Expenses | FY26 Total Ops | FY27 Pers Srvs | FY27 Expenses | FY27 Total Ops | \$ Variance Pers Srvs | \$ Variance Expenses | Variance Total - \$ | Variance Total - % |
| 159 | 131 | Advisory Committee | 31,827 | 20,070 | 51,897 | 32,464 | 20,670 | 53,134 | 637 | 600 | 1,237 | 2.38% |
| 159 | | Reserve Fund | - | 175,000 | 175,000 | - | 175,000 | 175,000 | - | - | - | 0.00% |
| 162 | 141 | Assessors | 374,981 | 129,800 | 504,781 | 383,884 | 141,280 | 525,164 | 8,903 | 11,480 | 20,383 | 4.04% |
| 168 | 152 | Human Resources | 529,328 | 43,460 | 572,788 | 541,983 | 46,979 | 588,962 | 12,655 | 3,519 | 16,174 | 2.82% |
| 176 | 161 | Town Clerk | 383,096 | 101,290 | 484,386 | 447,741 | 127,990 | 575,731 | 64,645 | 26,700 | 91,345 | 18.86% |
| 182 | 171 | Natural Resources Commission | 342,953 | 36,350 | 379,303 | 352,554 | 37,400 | 389,954 | 9,601 | 1,050 | 10,651 | 2.81% |
| 191 | 172 | Morses Pond | - | 177,000 | 177,000 | - | 182,250 | 182,250 | - | 5,250 | 5,250 | 2.97% |
| 193 | 175 | Planning Board | 428,853 | 85,600 | 514,453 | 424,660 | 85,600 | 510,260 | (4,193) | - | (4,193) | -0.81% |
| 200 | 510 | Board of Health | 1,109,792 | 185,000 | 1,294,792 | 1,138,700 | 191,500 | 1,330,200 | 28,908 | 6,500 | 35,408 | 2.73% |
| 200 | 523 | Mental Health Services | - | 300,572 | 300,572 | - | 309,589 | 309,589 | - | 9,017 | 9,017 | 3.00% |
| 243 | 610 | Wellesley Free Library | 2,512,917 | 813,736 | 3,326,653 | 2,601,194 | 842,203 | 3,443,397 | 88,277 | 28,467 | 116,744 | 3.51% |
| 257 | 630 | Recreation | 485,452 | 25,000 | 510,452 | 496,005 | 25,550 | 521,555 | 10,553 | 550 | 11,103 | 2.18% |
| | | Non-Select Board Departments Total | \$ 6,199,200 | \$ 2,092,878 | \$ 8,292,078 | \$ 6,419,185 | \$ 2,186,011 | \$ 8,605,196 | \$ 219,985 | \$ 93,133 | \$ 313,118 | 3.78% |

| DPW Operating | | | FY26 USE OF FUNDS (BUDGETED) | | | FY27 USE OF FUNDS (REQUESTED) | | | CHANGE - FY26 to FY27 | | | |
|---------------|-------|----------------------------|------------------------------|------------------|-------------------|-------------------------------|------------------|-------------------|--------------------------|-------------------------|------------------------|-----------------------|
| Page # | Dept. | Funding Item | FY26 Pers Srvs | FY26 Expenses | FY26 Total Ops | FY27 Pers Srvs | FY27 Expenses | FY27 Total Ops | \$ Variance Pers Srvs | \$ Variance Expenses | Variance Total - \$ | Variance Total - % |
| | 410 | Engineering | 414,873 | 47,662 | 462,535 | 423,216 | 47,662 | 470,878 | 8,343 | - | 8,343 | 1.80% |
| | 420 | Highway | 1,025,157 | 379,580 | 1,404,737 | 1,050,256 | 400,580 | 1,450,836 | 25,099 | 21,000 | 46,099 | 3.28% |
| | 430 | Park and Tree | 1,690,805 | 535,720 | 2,226,525 | 1,710,508 | 535,720 | 2,246,228 | 19,703 | - | 19,703 | 0.88% |
| | 440 | Recycling & Disposal | 1,387,636 | 1,868,361 | 3,255,997 | 1,407,525 | 1,943,749 | 3,351,274 | 19,889 | 75,388 | 95,277 | 2.93% |
| | 450 | DPW Management | 470,480 | 22,865 | 493,345 | 483,345 | 22,865 | 506,210 | 12,865 | - | 12,865 | 2.61% |
| | 454 | Fleet Services | 223,230 | 44,331 | 267,561 | 227,025 | 44,331 | 271,356 | 3,795 | - | 3,795 | 1.42% |
| | 456 | Winter Maintenance | - | 390,000 | 390,000 | - | 390,000 | 390,000 | - | - | - | 0.00% |
| | 460 | Water & Sewer | 3,167,880 | 13,978,971 | 17,146,851 | 3,230,427 | 14,487,610 | 17,718,037 | 62,547 | 508,639 | 571,186 | 3.33% |
| | 480 | Stormwater | 903,879 | 673,897 | 1,577,776 | 915,375 | 673,897 | 1,589,272 | 11,496 | - | 11,496 | 0.73% |
| | | DPW Operating Total | \$ 9,283,939.14 | \$ 17,941,387 | \$ 27,225,326 | \$ 9,447,677 | \$ 18,546,414 | \$ 27,994,091 | \$ 163,738 | \$ 605,027 | \$ 768,765 | 2.82% |



Town of *Wellesley*

FY2027 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

MISSION

The mission of the Executive Director of General Government Services is to implement the policies and priorities of the Select Board; manage and direct all Town operations not specifically assigned by law to other boards, committees, and/or commissions; and foster continuous, collaborative improvement across municipal services, programs, and community initiatives.

OFFICE OF THE SELECT BOARD

The Select Board (the "Board") has 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, Public Information Officer, and a Communications Specialist.

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 Affordable Housing Trust.

Working with the Finance Department, the Board coordinates the preparation of General Government Services budgets for Central Administrative Services, Employee Benefits, Risk Management (Insurance), Law, Memorial and Veterans' Days commemorations, Parking Fine Processing, Traffic and Parking Management, Sealer of Weights and Measures, Town Facilities Maintenance, Town Reports, 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 management and 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 serves as the Chief Operating Officer for the Select Board, providing leadership, operational management, and coordination across a large portfolio that includes the Finance Department, Facilities Management Department, Climate Action Committee, Information Technology, Building Department, Police and Fire (via delegation), Transportation and Mobility Manager, Sealer of Weights and Measures, West Suburban Veterans District, and through a Memorandum of Agreement (MOA) with the Human Resources Board, supervises the Human Resources Director.



Town of *Wellesley*

FY2027 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

The Executive Director collaborates with the Board to implement the annual Town-Wide Financial Plan (TWFP), develop the Five-Year Capital Program, prepare the annual Operating Budget, and advance the Town's Unified Plan, Strategic Housing Plan, Sustainable Mobility Plan, Climate Action Plan, and various economic development programs and initiatives.

OFFICE OF GENERAL GOVERNMENT SERVICES

The Office of General Government Services ("Office") implements all applicable General and Special laws of the Commonwealth, Town bylaws, and votes of the Town residents. The Office serves as the Town's central liaison to state and federal agencies, regional partners, civic and business entities, and the community at large.

The Office is staffed by five professionals:

- **Assistant Executive Director** – oversees daily operations of the Office of the Select Board, supports and assists the Executive Director, manages the Policy Subcommittee, leads economic development activities, represents the Town at local, state, and regional events, and serves as the Town's lead liaison with the state and federal delegation.
- **Public Information Officer (PIO)** – manages the Town's communications strategy, public information, digital content, external messaging, and provides guidance and communications support to other departments, boards, and committees as needed.
- **Transportation & Mobility Manager** – leads mobility planning, oversees transportation studies, promotes non-single occupancy vehicle travel, advances safety initiatives, and co-chairs the Town's Traffic Safety Committee.
- **Support Services Manager** – manages licensing, appointments, procurement, public records, leases of public lands, operational support for departments under the Board, and liaises with applicants and licensees on behalf of the Board.
- **Communications Specialist** – supports and executes communications, visual content, website accessibility, and social media strategy.

Budget Guidelines

The Select Board budget meets the FY27 Budget Guideline, holding to a 3% increase in Personal Services and a 3% increase in Expenses.

The FY27 operating budget reflects contractual obligations and departmental needs in alignment with the Town-Wide Financial Plan and the Town's approved budget parameters. The Executive Director's employment contract provides for a 2% Cost-of-Living Adjustment (COLA) and eligibility for up to a 3% merit increase, subject to performance evaluation and Select Board approval. Salary adjustments for staff within the Office of General Government Services follow the Budget Guideline and established classification and compensation structures and include a 2% COLA.

The FY27 Expenses budget includes modest increases to support mailing costs for the biannual Town-wide update following the inaugural Select Board edition of *The W* mailed to all households in October 2025. Additionally, several expense lines have been realigned to reflect the deployment of new technologies within the Office, including ClerkMinutes and Otter.ai, to support operational efficiency and public transparency.



Town of *Wellesley*

FY2027 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

FY25-26 (to date) Goals Accomplished

Communications and Public Engagement

- Launched *The W* digital newsletter in March 2025, providing monthly (and occasionally more frequent) Town-wide updates.
- Issued the first *W: Select Board Edition*—a biannual hard-copy mailer to all residential properties—in October 2025, highlighting matters before Special Town Meeting and the FY27 preliminary budget outlook.
- Included a brief communications survey in the Town-wide mailing, offering residents an opportunity to provide feedback on how they communicate with Town government and vice versa.
- Established the Communications Specialist position and continued to expand the Town’s social media and traditional media presence.

Human Capital

- Finalized a new Classification and Compensation Structure for all non-union employees after a successful vote at 2025 Annual Town Meeting.
- Secured a FY 2026 state budget earmark of \$50,000 through Representative Peisch’s office to hire a consultant to advance Human Resources policies.
- Collaborated with the HR Board and HR Department to bring revised personnel policies to Special Town Meeting in November 2025.

Housing

- Partnered with WHDC to complete the transition to the Wellesley Affordable Housing Trust, following approval of the Special Act by the Governor (legislation signed by the Governor in September 2025). The Trust became effective October 1, 2025.
- Worked with the Planning Department to finalize the Strategic Housing Plan, formally acknowledged by the Select Board and Planning Board in October 2025.
- Successfully negotiated a Memorandum of Agreement with all unions on health insurance through FY27.

Economic Development

- Coordinated with Wellesley Square Merchants to use a FY25 state earmark to support new economic development programming, including Winter Ice Sculpture Stroll and Spring in Bloom event.
- Collaborated with the Traffic Committee to install a pilot crosswalk design at Washington Street and Church Street.
- Secured Metropolitan Area Planning Council (MAPC) technical assistance funding to launch an arts and culture strategic visioning process. With MAPC funds and an additional grant from the Community Fund for Wellesley, the Town is undertaking an inventory of its arts and culture landscape and developing actionable recommendations through a six-month process running from October 2025 – April 2026.

Sense of Community



Town of *Wellesley*

FY2027 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

- Worked with the Diversity, Equity, and Inclusion (DEI) Task Force to complete the Equity Audit and conducted two Civil Discourse Facilitated Dialogues (in-person and virtual) in October 2025. A final memorandum of recommendations will be submitted to the Board by the DEI Task Force in January 2026.
- Partnered with Facilities Management Department (FMD) staff to hire Context Architecture to begin preliminary design work on the War Memorial and Sprague Clock Tower restoration/renovation.
- Expanded CatchConnect service with MWRTA to include nights and weekends.
- Worked with Special Counsel August and Epstein, LLP to negotiate a renewed Comcast Cable License.
- Collaborated with Natural Resources Commission (NRC), FMD, and Permanent Building Committee (PBC) on evaluation and planning for improvements to the War Memorial and Sprague Clock Tower.
- Coordinated with the MBTA to install a mini-high ADA-accessible platform at the Wellesley Square Commuter Rail Station, providing access for mobility-impaired riders at one of Wellesley's three stations.
- Worked with Department of Public Works (DPW) to secure a \$500,000 Complete Streets Grant to upgrade sidewalks around the Middle School.
- Secured \$150,000 transportation earmark through Senator Creem's office to purchase 14-passenger van for Youth and Recreation Departments for summer and after-school programming.

Sustainability

- Collaborated with CAC and FMD to secure a \$500,000 Green Communities Grant to offset HVAC project costs at Warren Building.
- Continued to promote the MWRTA CatchConnect micro-transit system and coordinated with Wellesley College, Babson College, and major employers to support alternatives to single-occupancy vehicle travel.
- Partnered with Municipal Light Plant (MLP) and other stakeholders to form the Energy Resilience and Transition Working Group to advance the electrification, energy transition, and resilience priorities of the Climate Action Plan.

FY26 -27 Goals

Town Asset Management & Operations

- Establish a standing Town Bylaw Review Committee.
- Develop a Town-wide Facilities Master Plan.
- Finalize the Fire Station Master Plan (currently underway with Context Architecture).
- Finalize project funding for the War Memorial and Sprague Clock Tower.

Financial

- Complete all Town bargaining-unit negotiations and finalize all contracts.
- Undertake the budget review process and prepare separate Town and School budget motions for ATM 2026.
- Develop a comprehensive Town-wide capital planning process in conjunction with the Facilities Master Plan.



Town of *Wellesley*

FY2027 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

Communications and Public Engagement

- Develop a comprehensive Communications Master Plan, supported by:
 - A community communications survey (underway),
 - Continued ADA accessibility improvements on the Town website, and
 - Consideration of securing a website consultant following survey results.
- Develop a Town-wide social media policy for departments, boards, and committees.
- Commence the inaugural Citizens' Leadership Academy in Spring 2026.

Housing

- Evaluate Strategic Housing Plan recommendations for implementation.
- Continue work on the MassBay Affordable Homes Act land disposition and subsequent development process.

Economic Development

- Advance arts and culture strategic planning with MAPC technical assistance and coordinate with local stakeholders, artists, musicians, business owners, and residents on implementation.
- Promote shopping locally and support commercial districts, institutions, and merchants.
- Proactively and strategically evaluate potential development opportunities in Town.

Sense of Community

- Implement strategies identified in the Diversity, Equity, and Inclusion Audit and included in the final memorandum to the Board from the DEI Task Force following the October 2025 dialogues.
- Continue collaboration with the Civil Discourse Initiative to promote healthy community dialogue.

Sustainability

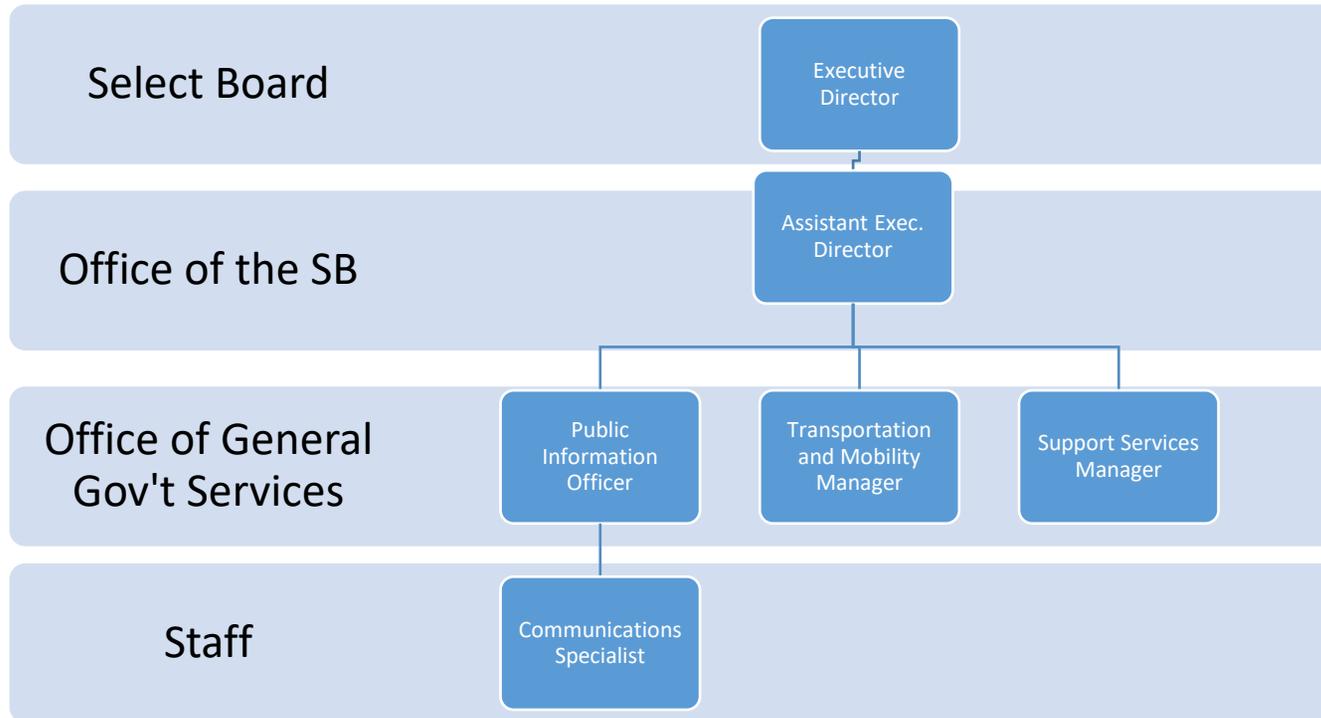
- Continue implementation of the Sustainable Mobility Plan and Safe Routes for All.
- Collaborate with FMD and the School Committee to evaluate school climate control needs.
- Work with FMD, PBC, MLP, and the School Committee to finalize solar installations at the Hardy and Hunnewell Schools, including pursuing Green Communities Grant funding with the Climate Action Committee.



Town of *Wellesley*

FY2027 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities





Town of Wellesley

FY2027 Budget Request

Executive Director Operating Request

Department: 122

Department Head: Meghan C. Jop, Executive Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|---------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 502,582 | \$ 540,498 | \$ 705,308 | \$ 754,568 | \$ 782,122 | \$ 27,553 | 3.65% |
| Part Time/Temp/Seasonal | - | - | - | - | - | \$ - | 0.00% |
| Longevity | - | - | - | - | - | \$ - | 0.00% |
| Performance/Clerical OT | - | 4,020 | - | 9,500 | 4,800 | \$ (4,700) | -49.47% |
| Subtotal, Personal Services | 502,582 | 544,518 | 705,308 | 764,068 | 786,922 | 22,853 | 2.99% |
| Expenses | 21,614 | 28,505 | 30,808 | 49,000 | 50,450 | \$ 1,450 | 2.96% |
| Encumbrances | - | 700 | - | - | - | \$ - | 0.00% |
| | 21,614 | 29,205 | 30,808 | 49,000 | 50,450 | 1,450 | 2.96% |
| TOTAL | \$ 524,196 | \$ 573,723 | \$ 736,115 | \$ 813,068 | \$ 837,372 | \$ 24,303 | 2.99% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | - | - | - | - | - |
| Public Information Officer* | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Support Services Manager* | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Transportation and Mobility Manager** | - | - | 1.0 | 1.0 | 1.0 |
| Communications Specialist*** | - | - | - | 1.0 | 1.0 |
| Clerical Assistant* | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Total Number of Positions | 5.0 | 5.0 | 6.0 | 7.0 | 7.0 |

* FY22 job classifications were modified

**FY25 New Position

Executive Director Operating Request

| Org | Object | Account # 01-122 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|--|--|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01122100 | 511010 | Senior Administrator | Salary of the Executive Director | \$ 228,970 | \$ 237,308 | \$ 257,032 | \$ 261,326 | \$ 274,549 | \$ 13,223 | 5.06% |
| 01122100 | 511220 | Other Professionals | Salaries of Asst. Exec. Dir, PIO, Support Services, Trans. & Mobility Manager | 273,612 | 303,190 | 448,276 | 493,242 | 507,572 | \$ 14,330 | 2.91% |
| 01122100 | 512290 | Temporary Help | Substitute Exec. Assistant (vacations/sick leave and transcription) | - | - | - | - | - | \$ - | 0.00% |
| 01122100 | 512290 | Funds to complete Performance Review, Reclassification | | - | 4,020 | - | 9,500 | 4,800 | \$ (4,700) | -49.47% |
| 01122100 | 515050 | Longevity | Longevity payment due personnel with more than 15 years service. | - | - | - | - | - | \$ - | 0.00% |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | PERSONAL SERVICES SUBTOTAL | 502,582 | 544,518 | 705,308 | 764,068 | 786,922 | 22,853 | 2.99% |
| EXPENSES | | | | | | | | | | |
| 01122200 | 521010 | Electricity | Cover Streetlight Deficit | 576 | 245 | 251 | - | - | \$ - | 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. | 605 | 2,575 | 1,724 | 4,000 | 4,000 | \$ - | 0.00% |
| 01122200 | 530600 | Appraisals & Surveys | Appraisals as required for land/municipal surveys. | - | - | 1,375 | 2,000 | 2,000 | \$ - | 0.00% |
| 01122200 | 530900 | Other Professional Services | Consulting Services as needed | 380 | 2,450 | 3,518 | 6,000 | 5,500 | \$ (500) | -8.33% |
| 01122200 | 534010 | Postage | For routine mailing and also to cover additional mailings (e.g., reports, surveys, etc.). | 470 | 630 | 1,341 | 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. | 383 | 379 | 331 | 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). | - | - | - | 8,400 | 9,150 | \$ 750 | 8.93% |
| 01122200 | 534095 | On Line subscriptions/databases | Social Media analytical tools, ClerkMinutes, OtterAi | 2,994 | 3,144 | 4,280 | 4,800 | 6,300 | \$ 1,500 | 31.25% |
| 01122200 | 542010 | Office Supplies | Office supplies | 1,939 | 1,777 | 2,464 | 2,500 | 2,500 | \$ - | 0.00% |
| 01122200 | 549090 | Other Food Service Supplies | | 472 | 474 | 231 | 500 | 500 | \$ - | 0.00% |
| 01122200 | 555020 | Periodicals & Newspapers | Newspaper subscriptions | 73 | 73 | 69 | 300 | 300 | \$ - | 0.00% |
| 01122200 | 557010 | Programs and Activisties | | 100 | 275 | 50 | 300 | 300 | \$ - | 0.00% |
| 01122200 | 571010 | In-state travel (mileage) | For reimbursement of mileage | - | - | - | 300 | 300 | \$ - | 0.00% |

Executive Director Operating Request

| Org | Object | Account # 01-122 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|---|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| 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. | 2,411 | 5,522 | 4,084 | 3,400 | 4,000 | \$ 600 | 17.65% |
| 01122200 | 573010 | Dues-Administrators | Dues for professional organizations such as MMMA, AICP | 1,205 | 1,023 | 1,156 | 3,000 | 2,000 | \$ (1,000) | -33.33% |
| 01122200 | 573040 | Dues-Committee/Board Members | Massachusetts Municipal Association and Norfolk County Selectmen's Association dues. | 9,632 | 9,939 | 9,934 | 9,700 | 9,800 | \$ 100 | 1.03% |
| | | | EXPENSES SUBTOTAL | 21,614 | 28,505 | 30,808 | 49,000 | 50,450 | \$ 1,450 | 2.96% |
| | 570000 | Other Charges & Expenses | Encumbered expenses from prior fiscal | | 700 | - | | | | 0.00% |
| | | | DEPARTMENT TOTAL | \$ 524,196 | \$ 573,723 | \$ 736,115 | \$ 813,068 | \$ 837,372 | \$ 24,303 | 2.99% |

Executive Director Operating Request

Department: 122

| Job Title Employee Name | FY26 Rate as of 6/30/2026 | Group - Step | FY27 Starting Rate 7/1/2026 | Step Adjustment Date | Adjusted Rate | Total Yrly Salary | Salary Request (Dept 122)* |
|---|--|---------------------|--|---------------------------------|----------------------|--------------------------|---------------------------------------|
| Executive Director ¹ Meghan Jop | \$ 5,156.44 | N69 | \$ 5,259.57 | N/A | N/A | 273,498 | 274,549 |
| Assistant Executive Director Corey Testa | \$ 2,765.89 | A14 | \$ 2,821.21 | N/A | N/A | 146,703 | 147,267 |
| Public Information Officer Stephanie Hawkinson | \$ 1,911.59 | A10 | \$ 1,949.82 | N/A | N/A | 101,391 | 101,781 |
| Support Services Manager Cay Meagher | \$ 1,679.52 | A7 | \$ 1,713.11 | N/A | N/A | 89,082 | 89,424 |
| Funds to complete Performance Review for Executive Director, OT for Clerk | \$ - | | \$ - | N/A | N/A | 4,800 | 4,800 |
| Transportation & Mobility Manager Sheila Page | \$ 1,900.92 | A9 | \$ 1,938.94 | N/A | N/A | 100,825 | 101,213 |
| Creative Content Coordinator Andrea Arango Villada | \$ 1,268.05 | B4-6 | \$ 1,293.41 | 4/20/2027 B4-7 | \$ 1,329.11 | 67,622 | 67,887 |
| Temporary help - transcribing minutes | \$ - | | \$ - | N/A | N/A | - | |
| ¹ . Contract expires 6/30/2025 | | | | | | 783,919 | \$ 786,922 |
| *Note: FY27 Salary is based on 52.2 weeks | | | | | | | |

Assumptions:

H-Table increase 2.00% 1.020

S-Table increase 2.00% 1.020

Contract Employee 2.00% 1.020

Temp. Help \$30/hr for 4.5 weeks

*Pay weeks in FY27 = 52.2



Town of *Wellesley*

FY2027 Budget Request

Climate Action Committee: Mission, Services & Priorities

CLIMATE ACTION COMMITTEE

Mission

The Climate Action Committee (CAC) leads efforts to reduce townwide greenhouse gas (GHG) emissions. In 2021, Annual Town Meeting adopted revised goals aligned with Massachusetts climate targets: to reduce townwide 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 townwide Climate Action Plan (CAP, 2022), 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), Municipal Light Board (MLB), 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*
FY2027 Budget Request
Climate Action Committee: Mission, Services & Priorities

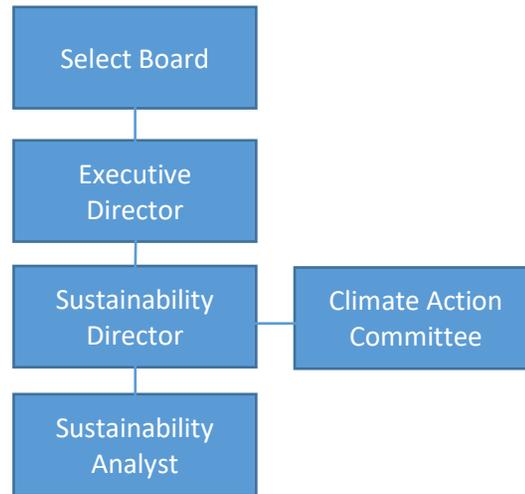


Figure 1: Climate Action Committee Organizational Chart

Department Activities

Climate Action Plan – The CAC leads initiatives and advises departments on implementation of the CAP, a roadmap for achieving townwide 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 over \$800,000 in Green Communities grant funding, including a \$500,000 Green Communities Building Decarbonization grant to support electrification of the Warren Building. The CAC is



Town of *Wellesley*

FY2027 Budget Request

Climate Action Committee: Mission, Services & Priorities

working with multiple departments to apply for a \$1,000,000 Climate Leader Communities Decarbonization Accelerator grant to fund solar on the Hardy and Hunnewell Elementary Schools.

Tracking of Energy Use and Greenhouse Gas Emissions – Every year, the CAC tracks energy use and estimates townwide 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, tables at events, and uses digital platforms and direct mail 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 Health Department and Public Information Officer on communication regarding the Skip the Stuff bylaw (to take effect January 1, 2026) and with the Town's Waste Reduction Coordinators

Mobility Programs – The CAC collaborates with the Mobility Manager, MLP, and Sustainable Wellesley in promoting sustainable mobility. The CAC developed and helped to implement a Zero-Emission-Vehicle-First Fleet Policy (ZEV Policy) to reduce emissions and operating costs for fleet vehicles.

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



Town of *Wellesley*

FY2027 Budget Request

Climate Action Committee: Mission, Services & Priorities

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

Fiscal Year (FY) 27 Goals

The CAP contains 90 actions. 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 FY27 include:

- Promote the Climate Action Be Part of It! Campaign along with the Town's Energy Coaching Program through in-person and on-line programs, direct mailings, news outlets, websites, and social media. Innovate on neighborhood-scale and community-wide initiatives. Continue to expand and deepen climate action engagement with Wellesley's:
 - Residents;
 - Community-based organizations; and
 - Commercial and institutional partners.
- Work with Town boards and departments to develop processes and materials to encourage sustainable private development.
- Catalyze and collaborate on initiatives to strengthen Wellesley's climate resilience.
- Update Municipal Sustainable Building Guidelines.
- Manage Climate Leader Communities grant (if awarded) for Hardy and Hunnewell School solar projects.
- Lead efforts to obtain Elective Pay for the Hardy and Hunnewell School solar projects.
- Support townwide waste reduction initiatives.
- 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*
FY2027 Budget Request
Climate Action Committee: Mission, Services & Priorities

Operating Budget Summary

The CAC's FY27 operating budget request 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 FY27 operating budget request includes within-guideline increases of 2.0% for personnel and 2.92% for expenses. Together these increases reflect a 2.05% total budget increase over FY26. "ICLEI Dues" will increase by \$300 in FY27 because the ICLEI – Local Governments for Sustainability organization recently upgraded the GHG inventory software they provide to members. The upgrade will improve Wellesley's GHG inventory methodology and make a wider array of analytical tools available to the CAC. ICLEI originally proposed a \$600 increase in dues for FY27 but agreed to implement an increase of \$300 in FY27 with an additional \$300 in FY28, allowing the CAC operating budget request to remain within guidelines.

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, Climate Leader 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*
 FY2027 Budget Request
 Climate Action Committee: Mission, Services & Priorities



Town of *Wellesley*
 FY2027 Budget Request

| <u>Climate Action Committee Operating Request</u> | | | | | | | | | |
|--|---------------|-----------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|---------------------------|
| Org | Object | Account Title | Actual FY23 | Actual FY24 | Actual FY25 | Budget FY26 | Request FY27 | \$ Variance FY26-27 | % Variance FY26-27 |
| 01126100 | 511220 | Other Professional Staff | 42,319 | 87,307 | 90,205 | 96,275 | 98,200 | 1,925 | 2.00% |
| 01126100 | 511420 | Other Support Staff | 64,512 | 67,647 | 71,693 | 76,959 | 78,499 | 1,540 | 2.00% |
| | | PERSONAL SERVICES SUBTOTAL | \$ 106,830 | \$ 154,954 | \$ 161,898 | \$ 173,234 | \$ 176,699 | 3,465 | 2.00% |
| 01126200 | 579999 | ICLEI Dues | 1,200 | 1,200 | 1,200 | 1,200 | 1,500 | 300 | 25.00% |
| 01126200 | 571110 | Conf/Mtgs/USDN Dues | 2,019 | 2,000 | 130 | 2,200 | 2,200 | - | 0.00% |
| 01126200 | 557010 | Programs and Activities | 648 | 1,035 | 2,636 | 3,091 | 3,091 | - | 0.00% |
| 01126200 | 542010 | Office Supplies | 41 | - | 281 | 300 | 300 | - | 0.00% |
| 01126200 | 534010 | Postage | - | - | 472 | 3,500 | 3,500 | - | 0.00% |
| | | EXPENSES SUBTOTAL | \$ 3,908 | \$ 4,235 | \$ 4,718 | \$ 10,291 | \$ 10,591 | 300 | 2.92% |
| | 57000 | Encumbrances | - | 120 | 1,491 | - | - | - | 0.00% |
| | | TOTAL | \$ 110,739 | \$ 159,189 | \$ 166,616 | \$ 183,525 | \$ 187,290 | 3,765 | 2.05% |



Town of Wellesley

FY2027 Budget Request

Climate Action Committee Operating Request

Department : 126

Department Head: Marybeth Martello, Sustainability Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-------------------------------|
| Personal Services | | | | | | | |
| Sustainability Director | 42,319 | 87,307 | 90,205 | 96,275 | 98,200 | 1,925 | 2.00% |
| Sustainability Analyst | 64,512 | 67,647 | 71,693 | 76,959 | 78,499 | 1,540 | 2.00% |
| Subtotal, Personal Services | 106,830 | 154,954 | 161,898 | 173,234 | 176,699 | 3,465 | 2.00% |
| General Expenses | 3,908 | 4,235 | 4,718 | 10,291 | 10,591 | 300 | 2.92% |
| Encumbrances | - | 120 | 1,491 | - | - | - | 0% |
| Subtotal, Expenses | 3,908 | 4,355 | 6,210 | 10,291 | 10,591 | 300 | 2.92% |
| TOTAL | \$ 110,739 | \$ 159,309 | \$ 168,107 | \$ 183,525 | \$ 187,290 | \$ 3,765 | 2.05% |

| FTE | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|------------|------------------------|------------------------|------------------------|------------------------|-------------------------|
| Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Analyst | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | 2.00 | 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*

FY2027 Budget Request

Climate Action Committee Operating Request

| Org | Object | Account Title | Actual FY23 | Actual FY24 | Actual FY25 | Budget FY26 | Request FY27 | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|--------------------|
| 01126100 | 511220 | Other Professional Staff | 42,319 | 87,307 | 90,205 | 96,275 | 98,200 | 1,925 | 2.00% |
| 01126100 | 511420 | Other Support Staff | 64,512 | 67,647 | 71,693 | 76,959 | 78,499 | 1,540 | 2.00% |
| | | PERSONAL SERVICES SUBTOTAL | \$ 106,830 | \$ 154,954 | \$ 161,898 | \$ 173,234 | \$ 176,699 | 3,465 | 2.00% |
| 01126200 | 579999 | ICLEI Dues | 1,200 | 1,200 | 1,200 | 1,200 | 1,500 | 300 | 25.00% |
| 01126200 | 571110 | Conf/Mtgs/USDN Dues | 2,019 | 2,000 | 130 | 2,200 | 2,200 | - | 0.00% |
| 01126200 | 557010 | Programs and Activities | 648 | 1,035 | 2,636 | 3,091 | 3,091 | - | 0.00% |
| 01126200 | 542010 | Office Supplies | 41 | - | 281 | 300 | 300 | - | 0.00% |
| 01126200 | 534010 | Postage | - | - | 472 | 3,500 | 3,500 | - | 0.00% |
| | | EXPENSES SUBTOTAL | \$ 3,908 | \$ 4,235 | \$ 4,718 | \$ 10,291 | \$ 10,591 | 300 | 2.92% |
| | 57000 | Encumbrances | - | 120 | 1,491 | - | - | - | 0.00% |
| | | TOTAL | \$ 110,739 | \$ 159,189 | \$ 168,107 | \$ 183,525 | \$ 187,290 | 3,765 | 2.05% |

126 Climate Action Committee FY27 Operating Request

| Job Title Employee Name | FY26 Rate as of 6/30/26 | Group - Step | FY27 Hrly rate | Hrs/Week | FY27 Rate as of 7/1/26 | Step adjustment Rate | Adjusted Date | General Fund Budget Request |
|---|--|---------------------|---------------------------|-----------------|---------------------------------------|-------------------------------------|--------------------------|--|
| Sustainability Director Marybeth Martello (35 hr/wk) | \$ 52.70 | A10 | \$ 53.75 | 35 | \$ 1,881.23 | | | 98,200 |
| Janet Mosley CAC Analyst (35 hr/wk) | \$ 42.12 | A6 | \$ 42.97 | 35 | \$ 1,503.81 | | | 78,499 |
| | | | | | | | | \$ 176,699 |

H-Table increase 2.00% 1.0200
S-Table increase 2.00% 1.0200

Number of payweeks in FY27 = 52.2



Town of *Wellesley*

FY2027 Budget Request

Finance Department: Mission, Services & Priorities

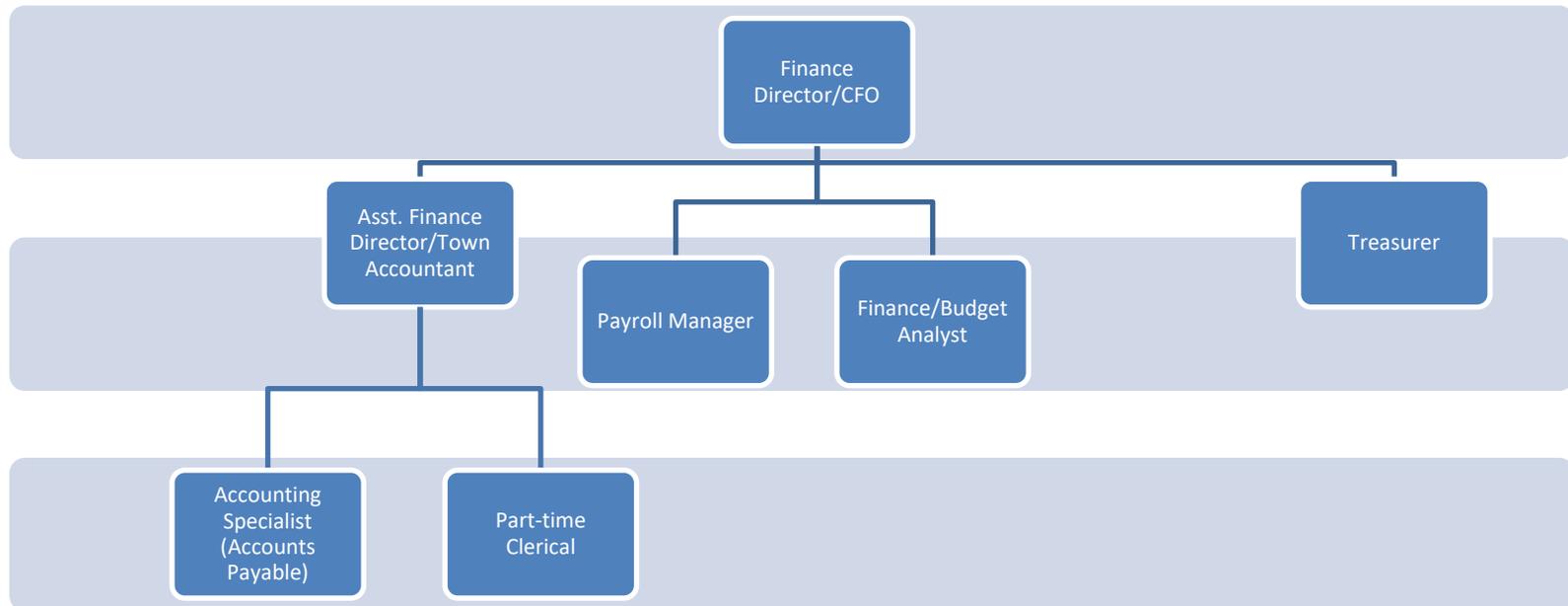
Mission

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, Assistant Finance Director/Town Accountant, Payroll Manager, Finance & Budget Analyst, and Accounting Specialist who review and process all disbursements for the organization. There is also a **.5 FTE** clerical position that is currently vacant but retained for future departmental needs.



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.

The Town Accountant is responsible for overseeing the Town's general ledger and maintaining accurate accounting records, review all financial transactions, including invoices, payroll, and departmental expenditures, to ensure reasonableness, legality, and proper documentation. This oversight ensures the integrity of day-to-day financial operations and supports effective fiscal management.

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, 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.

FY2026

This past year, the Finance Department experienced a period of transition following the departure of the Finance Director in January 2025. The Town was fortunate to appoint the Assistant Finance Director as Interim, where they excelled in carrying out the Town Accountant responsibilities, highlighting the need to realign the department's structure. The Town hired Rachel DeRoche as Finance Director in October 2025 and transitioned Tiana Moreau to Town Accountant in November 2025.

The Town Accountant will focus on day-to-day accounting operations and review of all general ledger activity, while the Finance Director will concentrate on budgeting, long-term planning, and broader strategic financial management. This realignment better positions the Town to meet its fiscal goals going forward.

FY2026 /FY2027

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.

FY2027 Goals

The Finance Director will assist in the development of the Town Wide Capital Planning Committee (TWPCPC). The goal of the TWPCPC is to evaluate proposed capital projects based on their alignment with the Town's long-term goals, fiscal sustainability and community impact. The Finance Director will serve as a non-voting ex officio member, provide financial and organizational expertise and act as staff support to advance the Committee's work.

MLP reached full OPEB funding in FY26 and can now draw on the OPEB Trust to help cover retiree healthcare costs. The Finance Director will develop and document a procedure outlining how to calculate the required annual withdrawal and how to request disbursements from the Trust. Establishing this process now will create a best practice for MLP and ensure that, once the Town also reaches full funding, a proven mechanism is already in place to support retiree healthcare costs.

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 2025, 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. 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 FY2027 provides the resources necessary to meet the department's objectives. It meets guidelines and maintains current staffing levels.



Town of Wellesley

FY2027 Budget Request

Finance Department Operating Request

Department: 133

Department Head: Rachel DeRoche, Finance Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|---------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 471,287 | \$ 495,199 | \$ 501,962 | \$ 616,132 | \$ 634,582 | \$ 18,450 | 2.99% |
| Part-Time | - | - | - | - | - | \$ - | 0.00% |
| Assessment Offset (W&S, WSVD) | (34,850) | (34,850) | (36,244) | - | - | \$ - | 0.00% |
| Overtime | - | - | - | 300 | 300 | \$ - | 0.00% |
| Subtotal, Personal Services | 436,437 | 460,349 | 465,718 | 616,432 | 634,882 | 18,450 | 2.99% |
| Expenses | | | | | | | |
| Expenses | 4,999 | 10,005 | 5,041 | 14,100 | 14,450 | \$ 350 | 2.48% |
| Encumbrances | - | 10 | - | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 4,999 | 10,015 | 5,041 | 14,100 | 14,450 | 350 | 2.48% |
| Total | \$ 441,436 | \$ 470,364 | \$ 470,760 | \$ 630,532 | \$ 649,332 | \$ 18,800 | 2.98% |

| <u>PERMANENT STAFFING (FTEs)</u> | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|---|--------------------|--------------------|--------------------|--------------------|---------------------|
| Position Titles: | | | | | |
| Finance Director/CFO | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Asst Fin Director/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 |
| Accounting Specialist | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Clerical* | <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. Beginning in FY26, this assessment was moved to Human Resources. Finance continues to maintain the 0.5 FTE clerical position to meet any future departmental needs.

Finance Department Operating Request

| Org | Object | Account # 01-133 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------------|--------------------------|
| PERSONAL SERVICES | | | | | | | | | |
| 01133100 | 511010 | Senior Administrator | \$ 180,692 | \$ 173,619 | \$ 141,894 | \$ 183,704 | \$ 187,378 | \$ 3,674 | 2.00% |
| 01133100 | 512490 | Other Salaries (Payroll Mgr) | 40,189 | 81,420 | 94,142 | 99,979 | \$ 101,979 | \$ 1,999 | 2.00% |
| 01133100 | 511220 | Other Professionals | 134,107 | 174,391 | 201,776 | 237,857 | 242,614 | \$ 4,757 | 2.00% |
| 01133100 | 511420 | Other Professional Staff | 61,409 | 65,769 | 64,150 | 74,080 | 77,611 | \$ 3,531 | 4.77% |
| 01133100 | 512290 | Fill position at existing step | 26,574 | - | - | - | - | \$ - | 0.00% |
| 01133100 | 569555 | Assessments | (34,850) | (34,850) | (36,244) | - | - | \$ - | 0.00% |
| 01133100 | 511370 | Clerical | 28,316 | - | - | 20,512 | 25,000 | \$ 4,488 | 21.88% |
| 01133100 | 511399 | Retirement Administrator Dep | 695 | (0) | - | - | - | \$ - | 0.00% |
| 01133100 | 513120 | Scheduled Overtime | - | - | - | 300 | 300 | \$ - | 0.00% |
| 01133100 | 515050 | Longevity | - | - | - | - | - | \$ - | 0.00% |
| | | | 437,133 | 460,349 | 465,718 | 616,432 | 634,882 | 18,450 | 2.99% |
| 01133200 | 529050 | Recycled Materials Disposal | - | - | - | - | - | \$ - | 0.00% |
| 01133200 | 530200 | Accounting & Auditing Services | - | - | - | - | - | \$ - | 0.00% |
| 01133200 | 530500 | Training & Development | - | 4,794 | 1,835 | 5,750 | 6,100 | \$ 350 | 6.09% |
| 01133200 | 530900 | Other Professional | - | 642 | - | - | - | \$ - | 0.00% |
| 01133200 | 534010 | Postage | 202 | 18 | 299 | 200 | 200 | \$ - | 0.00% |
| 01133200 | 534020 | Telephone | - | 146 | 337 | 650 | 650 | \$ - | 0.00% |
| 01133200 | 534035 | Advertising- General | - | - | - | 200 | 200 | \$ - | 0.00% |
| 01133200 | 542010 | Office Supplies | 1,990 | 1,659 | 1,342 | 2,500 | 2,500 | \$ - | 0.00% |
| 01133200 | 549090 | Food Supplies | 193 | - | - | - | - | \$ - | 0.00% |
| 01133200 | 571010 | In-state travel (mileage) | 188 | - | 70 | 800 | 800 | \$ - | 0.00% |
| 01133200 | 571110 | Conf/Meetings Administrators | 1,823 | 2,304 | 758 | 3,000 | 3,000 | \$ - | 0.00% |
| 01133200 | 573010 | Dues-Administrators | 603 | 440 | 400 | 1,000 | 1,000 | \$ - | 0.00% |
| 01133200 | 578010 | Approved Special Dept Exp | - | - | - | - | - | \$ - | 0.00% |
| 01133200 | 583120 | Office Machines Rep | - | - | - | - | - | \$ - | 0.00% |
| | | | 4,999 | 10,005 | 5,041 | 14,100 | 14,450 | 350 | 2.48% |
| | 570000 | Other Charges & Expenses | - | 10 | - | - | - | \$ - | 0.00% |
| | | | \$ 442,131 | \$ 470,364 | \$ 470,760 | \$ 630,532 | \$ 649,332 | 18,800 | 2.98% |

| Finance Department Operating Request | | | | | | | | |
|--|---------------------------------|-----------------|------------------------------|----------------------------|----------------------------|--------------------------------------|----------------|--|
| Job Title Employee Name | FY26 Rate as of 6/30/2026 | Group - Step | FY27 Rate as of 7/1/26 | Step Adjustment Date | Step Adjustment Rate | General Fund Budget Request | | |
| Finance Director/CFO R DeRoche | \$ 3,519.23 | N66 | \$ 3,589.61 | | | 187,378 | | |
| Assistant Finance Director/Town Accountant T Moreau | \$ 2,859.24 | A14 | \$ 2,916.42 | | | 152,237 | | |
| Payroll Manager T Lamarre | \$ 1,915.31 | A10 | \$ 1,953.62 | | | 101,979 | | |
| Finance & Budget Analyst P Manganaro | \$ 1,697.41 | A7 | \$ 1,731.36 | | | 90,377 | | |
| Accounting Specialist S Wong | \$ 1,433.25 | B5-7 | \$ 1,461.92 | 11/18/2026 B5-8 | \$ 1,502.26 | 77,611 | | |
| WSVD Assessment moved to HR starting in FY26 | | | | | | | | |
| Clerical - Vacant | \$ 961.54 | B5-1 | | | | 25,000 | | |
| Overtime for Accounting Specialist | \$ 300.00 | | \$ 300.00 | | | 300 | | |
| Human Resources article does not provide funding for management under contract | | | | | | 1,502 | 634,882 | |

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. Assessment offset moved to Human Resources budget in FY26

*Note: FY27 Salary is based on 52.2 weeks

Assumptions:

| | | |
|--------------------|-------|--------|
| H-Table increase | 2.00% | 1.0200 |
| S-Table increase | 2.00% | 1.0200 |
| Pay weeks in FY27= | 52.2 | |



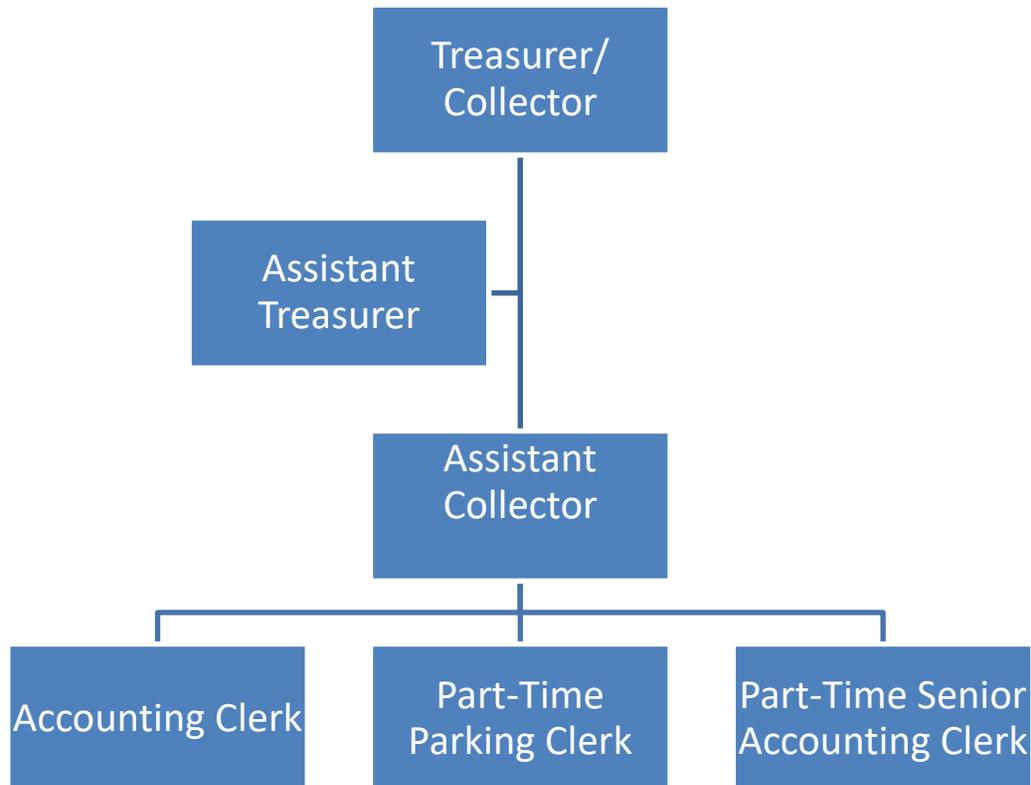
Town of *Wellesley*
FY2027 Budget Request
Treasurer/Collector Department: Mission, Services & Priorities

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 Four full-time (4 FTE) employees: the Treasurer/Collector, Assistant Treasurer, Assistant Collector, Accounting Clerk and 2.0 part time positions (Senior Accounting Clerk and Parking Clerk)



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 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

Several positive changes were made this year to the Treasurer's office. In the third quarter of FY25, we transitioned the Town's 401(b) deferred compensation plan provider from VOYA to EMPOWER, the Commonwealth of Massachusetts-managed "SMART Plan." This decision was driven by the plan's comprehensive services and strong support for participants. The SMART Plan aims to reduce fees while improving the overall quality of services offered. We also adopted the prudent investor rule, allowing for greater diversification of investment options and the potential for stronger returns—an approach that has already proven beneficial. Finally, we reclassified the Senior Parking Clerk position to Assistant Collector to enable this position to take on more advanced responsibilities. We plan to hire a part-time parking clerk dedicated exclusively to parking-related tasks and issues, which was previously under the Senior Clerk/Parking Clerk prevue.

Goals

- Continue the effort of cross-training and succession planning
- Updating and enhancing our department manual for reference.
- Update our cash policy and department turnover policy and procedure process.
- To support sustainability by minimizing printing and storing more documents electronically

Base Level Budget

Our FY27 budget is slightly below the suggested guideline due to the reclassification of the Senior Accounting/Parking Clerk position to Assistant Collector. This position is no longer eligible for step increases.



Town of Wellesley

FY2027 Budget Request

Treasurer/Collector Department Operating Request

Department: 145

Department Head: Maura O'Connor, Treasurer /Collector

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|---------------------------|
| Personal Services | | | | | | | |
| Permanent Employees | \$ 288,488 | \$ 344,715 | \$ 363,999 | \$ 443,339 | \$ 435,228 | \$ (8,111) | -1.83% |
| Longevity/Temporary/Seasonal | - | - | - | 19,900 | 41,240 | \$ 21,340 | 107.24% |
| Subtotal, Personal Services | 288,488 | 344,715 | 363,999 | 463,239 | 476,468 | 13,229 | 2.86% |
| Expenses | 89,989 | 100,870 | 116,489 | 140,700 | 144,900 | 4,200 | 2.99% |
| Encumbered Expended | - | 205 | 1,665 | - | - | - | 0.00% |
| Subtotal, Expenses | 89,989 | 101,074 | 118,154 | 140,700 | 144,900 | 4,200 | 2.99% |
| TOTAL TAX IMPACT | \$ 378,477 | \$ 445,789 | \$ 482,153 | \$ 603,939 | \$ 621,368 | \$ 17,429 | 2.89% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Position Titles: | | | | | |
| Treasurer/Collector | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Ass't. Treasurer | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Ass't Collector | 0.0 | 0.0 | 0.0 | 0.0 | 1.0 |
| Accounting Clerks | 2.0 | 2.0 | 2.0 | 2.0 | 1.0 |
| Part-Time Accounting Clerk | 0.0 | 0.0 | 0.0 | 0.0 | 0.5 |
| Part-Time Parking Clerk | 0.0 | 0.0 | 0.0 | 0.0 | 0.5 |
| Sr. Accounting Clerk/Parking Clerk | 0.5 | 0.5 | 0.5 | 1.0 | 0.0 |
| Total Number of Positions | 4.5 | 4.5 | 4.5 | 5.0 | 5.0 |

Treasurer/Collector Department Operating Request

| Org | Obj | Account # 01-145 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|-----------------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01145100 | 511010 | Senior Administrator | Treasurer/Collector | \$ 125,022 | \$ 130,908 | \$ 137,727 | \$ 145,420 | \$ 148,328 | \$ 2,908 | 2.00% |
| 01145100 | 511015 | Other Professional Staff | Senior Accounting Clerk Parking/Collections | \$ 33,222 | \$ 34,876 | \$ 36,838 | \$ - | \$ - | \$ - | 0.00% |
| 01145100 | 511220 | Other Professional Staff | Assistant Treasurer/Assistant Collector | 76,153 | 84,370 | 84,209 | 175,270 | 178,774 | \$ 3,504 | 2.00% |
| 01145100 | 511370 | Clerical | Full-Time Clerks | 54,091 | 94,561 | 105,225 | 122,649 | 108,126 | \$ (14,523) | -11.84% |
| 01145100 | 512290 | Part-time Help | Part-Time Clerk/Intern | - | - | - | 19,000 | 40,340 | \$ 21,340 | 112.32% |
| 01145100 | 513120 | Scheduled Overtime | Overtime for hourly employees | - | - | - | 300 | 900 | \$ 600 | 200.00% |
| 01145100 | 515050 | Longevity | Senior Accounting Clerk longevity | - | - | - | 600 | - | \$ (600) | -100.00% |
| | | | PERSONAL SERVICES SUBTOTAL | \$ 288,488 | \$ 344,715 | \$ 363,999 | \$ 463,239 | \$ 476,468 | \$ 13,229 | 2.86% |
| EXPENSES | | | | | | | | | | |
| 01145200 | 524030 | Equipment Maintenance | This covers the cost of maintenance for the Department's copier, typewriter and postal equipment. | - | 1,829 | 770 | 2,000 | 2,100 | \$ 100 | 5.00% |
| 01145200 | 527030 | Equipment Rental/Lease | Cover cost of postage system that was installed in FY05. | 3,087 | 3,087 | 3,087 | 3,100 | 3,800 | \$ 700 | 22.58% |
| 01145200 | 530900 | Other Professional Services | Banking services include lockbox, depository, custodial and checking services. | 43,621 | 39,564 | 41,604 | 40,000 | 30,000 | \$ (10,000) | -25.00% |
| 01145200 | 534010 | Postage | The postage budget for the Treasurer's Office covers postage for payroll expense checks, weekly vendor 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. This budget covers the department's approx. 35,000 pieces while the 50,000 other pieces are charged back to various departments. | 23,054 | 27,452 | 39,936 | 26,000 | 25,000 | \$ (1,000) | -3.85% |
| 01145200 | 534030 | Advertising - General | Notification to the public that tax bills have been mailed and legal advertisement for tax takings. | - | - | - | - | - | | 0.00% |

Treasurer/Collector Department Operating Request

| Org | Obj | Account # 01-145 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|---|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| 01145200 | 534040 | Printing & Mailing Expense | The printing/mailing 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. | 4,084 | 8,275 | 9,819 | 50,000 | 60,000 | \$ 10,000 | 20.00% |
| 01145200 | 542010 | Office Supplies | Standard office supplies plus supplies for personal copier, LaserJet and mail machine. Annual Quickbooks subscription. | 5,650 | 9,054 | 9,896 | 7,200 | 10,000 | \$ 2,800 | 38.89% |
| 01145200 | 571110 | Conf. Meetings - Administrators | The Treasurer, Asst. Treasurer and Asst. Collector attends meetings of the Mass Collector/Treasurer Assoc. | 861 | 1,270 | 1,428 | 1,200 | 1,500 | \$ 300 | 25.00% |
| 01145200 | 572110 | Conf/Mtgs - Administrators | The Treasurer, Asst. Treasurer & Asst. Collector attends the annual MCTA Conference & annual school | 1,983 | 2,069 | 2,197 | 2,300 | 3,000 | \$ 700 | 30.43% |
| 01145200 | 573010 | Dues - Administrators | Treasurer and Asst. Treasurer & Assistant Collector belong to Mass. Collectors & Treasurers Assoc - Treasurer belongs to the Norfolk County Treasurer/Collector Assoc. | 295 | 604 | 200 | 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. | 2,496 | 2,182 | 2,496 | 2,500 | 2,600 | \$ 100 | 4.00% |
| 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 | | - | | | | | \$ - | 0.00% |
| 01145200 | 595540 | Tax Title Costs | Tax Taking costs, including attorney and filing. | 4,860 | 5,483 | 5,056 | 6,000 | 6,500 | \$ 500 | 8.33% |
| 01145200 | 599999 | Unapprop/Unassigned | | - | | | | | \$ - | 0.00% |
| | | | EXPENSES SUBTOTAL | 89,989 | 100,870 | 116,489 | 140,700 | 144,900 | \$ 4,200 | 2.99% |
| | | 570000 Other Charges & Expenses | Encumbered expenses from prior fiscal year | - | 205 | 1,665 | | - | \$ - | 0.00% |
| | | | DEPARTMENT TOTAL | \$ 378,477 | \$ 445,789 | \$ 482,153 | \$ 603,939 | \$ 621,368 | 17,429 | 2.89% |

| Treasurer/Collector Department Operating Request | | | | | | | | | |
|---|-------------------------------|-------------------|----------|--------------------------------|----------|--------------------|--------------|----------------------------|-------------------------|
| Job Title Employee Name | FY26 Rate as of 6/30/26 | FY27 RATE REQUEST | | | | Adjustment Date | Group - Step | Step adjustment Rate | Total Budget Request |
| | | Group - Step | Hrs/Week | FY27 Starting Rate 7/1/2026 | | | | | |
| Treasurer/Collector Maura O'Connor | \$ 2,785.82 | A14 | 35 | \$ 2,841.54 | | | | 148,328 | |
| Assistant Treasurer Greg Copeland | \$ 1,703.29 | A8 | 35 | \$ 1,737.36 | | | | 90,690 | |
| Assistant Collector Kathryn Rumsey | \$ 1,654.35 | A8 | 35 | \$ 1,687.44 | | | | 88,084 | |
| Senior Accounting Clerk Barbara Jeannie Koushouris | \$ 39.31 | B4-9 | 20 | \$ 40.10 | | | | \$ 41,860 | |
| Accounting Clerk Dorothy Beattie | \$ 1,217.30 | B3-8 | 35 | \$ 1,241.65 | 9/4/2026 | B3-9 | \$ 1,275.56 | 66,265 | |
| part time/intern | \$ 25.00 | DGEN | | | | | | 18,880 | |
| Parking Clerk - vacant | \$ 26.87 | DGEN | 15 | \$ 27.41 | | | | \$ 21,460 | |
| Overtime for hourly employees | \$ 300.00 | | | \$ 900.00 | | | | 900 | |
| Longevity - K. Rumsey | \$ 600.00 | | | | | | | - | |
| | | | | | | | | \$ 476,468 | |
| *Note: FY27 Salary is based on a 52.2 week year. | | | | | | | | | |

Assumptions:

| | | |
|---------------------|-------|--------|
| H-Table | 2.00% | 1.0200 |
| S-Table | 2.00% | 1.0200 |
| Pay weeks in FY27 = | | 52.2 |

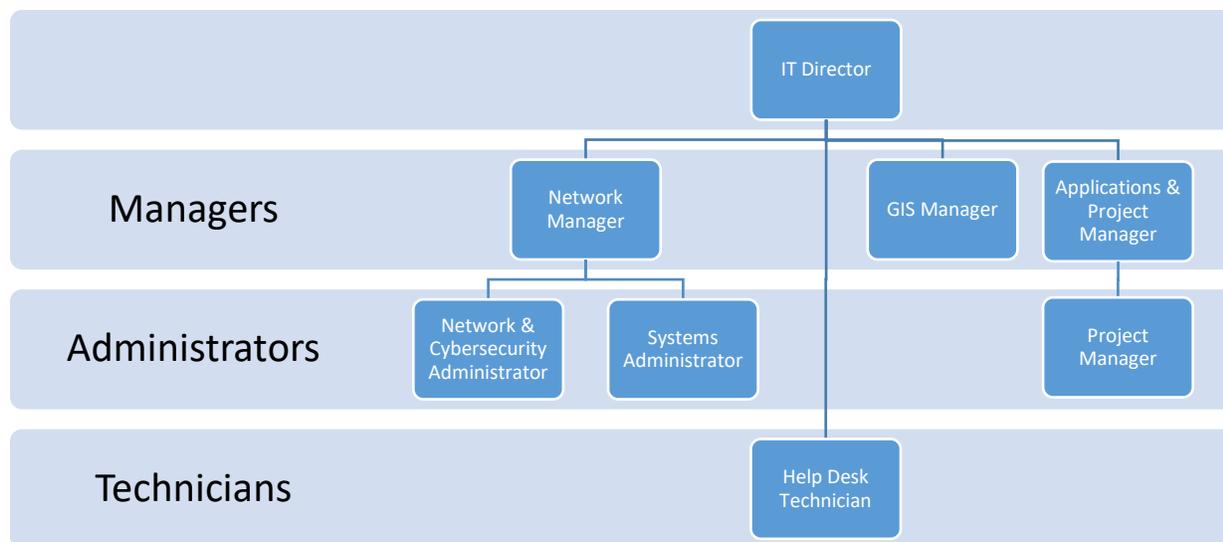


Town of *Wellesley*
 FY2027 Budget Request
 Information Technology: Mission, Services & Priorities

Mission

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

The Department is staffed by a team of **8 full-time technology and customer service professionals** with 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:



Services

As in most modern organizations, Town operations continue to grow increasingly dependent on technology. The FY27 operating budget provides funding for a wide range of applications and database systems supporting core municipal functions such as:

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



Town of *Wellesley*

FY2027 Budget Request

Information Technology: Mission, Services & Priorities

Funds also support essential data center and communication services, including:

- Firewalls and web filtering
- 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 services—whether due to equipment failure, network outages, or cybersecurity incidents—can have serious consequences for Town finances, service delivery, and public trust.

Key Budget Drivers for FY27

1. **Staffing Vacancies**

The Department is currently recruiting for two key roles: a Project Manager and a Systems Administrator. These positions are budgeted at mid-range salary levels to attract qualified candidates and ensure continuity in project delivery and systems support.

2. **New Support & Maintenance Contracts**

The FY27 request includes annual support and maintenance contracts for new equipment installed as part of the Town Hall interior renovation project, including security cameras, card access systems, and an uninterruptible power supply (UPS) for critical IT infrastructure.

3. **Telecommunications Upgrade**

The Town is upgrading our legacy phone system to Verizon's One Talk subscription service, improving scalability, availability, and support. This shift moves telecom costs from one-time capital expenses to recurring annual operating costs.

FY27 Budget Summary

This FY27 operating budget request includes an appropriate level of funding for the IT Department to maintain a secure and reliable suite of information technology resources. The Department is requesting:

- **\$928,767** in Personal Services, a **2.58%** increase over FY26.
- **\$960,600** in Expenses, a **7.98%** increase over FY26.

This brings the total FY27 operating budget request to \$1,889,366, which is 5.26% higher than FY26 and **within the Select Board's guidelines**.



Town of Wellesley

FY2027 Budget Request

Information Technology Department Operating Request

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

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------------|---------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 620,647 | \$ 670,423 | \$ 763,175 | \$ 905,437 | \$ 928,767 | \$ 23,330 | 2.58% |
| Part Time | - | - | - | - | - | \$ - | 0.00% |
| Subtotal, Personal Services | 620,647 | 670,423 | 763,175 | 905,437 | 928,767 | 23,330 | 2.58% |
| Expenses | 607,638 | 610,038 | 754,887 | 889,600 | 960,600 | \$ 71,000 | 7.98% |
| Encumbrances | - | 115,920 | 44,418 | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 607,638 | 725,959 | 799,305 | 889,600 | 960,600 | 71,000 | 7.98% |
| TOTAL | \$ 1,228,285 | \$ 1,396,382 | \$ 1,562,480 | \$ 1,795,037 | \$ 1,889,366 | \$ 94,330 | 5.26% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|---------------------------------|--------|--|--|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| <u>PERSONAL SERVICES</u> | | | | | | | | | | |
| 01155100 | 511010 | Senior Administrator | IT Director | \$ 122,538 | \$ 133,614 | \$ 141,486 | \$ 156,199 | \$ 159,323 | \$ 3,124 | 2.00% |
| 01155100 | 511220 | Other Professionals | Salaries for other IT Department staff and occasional external professional support. | 498,109 | 536,809 | 621,689 | 749,238 | 769,444 | \$ 20,206 | 2.70% |
| | | | PERSONAL SERVICES SUBTOTAL | 620,647 | 670,423 | 763,175 | 905,437 | 928,767 | \$ 23,330 | 2.58% |
| <u>EXPENSES</u> | | | | | | | | | | |
| 01155200 | 524030 | Equipment Maintenance | Annual support/maintenance contracts for servers, switches, and Town Hall AV equipment. | 5,108 | 3,978 | 15,143 | 35,000 | 39,000 | \$ 4,000 | 11.43% |
| 01155200 | 530400 | Information Technology Services Innovation & Emerging Tech. | Funds to support exploration of new systems and software (e.g. AI) for municipal use in a rapidly evolving technology landscape. | 954 | 5,200 | 7,000 | 8,000 | 8,000 | \$ - | 0.00% |
| 01155200 | 530405 | Cybersecurity | For hardware, software, and services that support the Town's cybersecurity and risk management program. | 17,174 | 93,774 | 150,649 | 190,000 | 200,000 | \$ 10,000 | 5.26% |
| 01155200 | 530500 | Training & Development | For professional development and continuing education of IT staff. | - | 3,869 | 70 | 2,500 | 2,500 | \$ - | 0.00% |
| 01155200 | 530800 | Computer Software Services (Tyler) | Annual support/maintenance contracts for Tyler Enterprise ERP (formerly, MUNIS) modules. These systems support all finance, payroll, AP, tax billing, and human resource functions. | 198,176 | 220,640 | 231,442 | 253,294 | 268,526 | \$ 15,232 | 6.01% |
| 01155200 | 530800 | Computer Software Services (Other) | Annual subscription, support, and maintenance contracts for all other enterprise applications (e.g. Office365, GIS, CivicPlus/website, OpenGov, GovOS, Kronos, Zoom). | 237,964 | 197,555 | 263,178 | 288,706 | 313,474 | \$ 24,768 | 8.58% |
| 01155200 | 534010 | Postage | Mail | 1 | - | - | 100 | 100 | \$ - | 0.00% |
| 01155200 | 534020 | Telephone | Provides for phones, voicemail, auto-attendants, and support for all extensions on the Town's main telecommunications network. Also provides for high-speed internet access for all PCs on the Town's network, cell phones for staff of the IT Dept., and emergency phone lines for some Town buildings. | 33,187 | 30,967 | 31,338 | 38,000 | 55,000 | \$ 17,000 | 44.74% |
| 01155200 | 534035 | Advertising | | - | - | 109 | - | | \$ - | 0.00% |

Information Technology Department Operating Request

| Org | Object | Account # 01-155 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------|---------------|---|--|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-------------------------------|
| 01155200 | 534090 | Other Communications | Maintenance/usage fees and supplies for the Town's fiber optic data and phone networks. | 2,399 | 2,260 | 6,609 | 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. | 2,687 | 2,674 | 3,418 | 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. | 46,005 | 48,455 | 45,832 | 60,000 | 60,000 | \$ - | 0.00% |
| 01155200 | 571010 | Travel - Mileage | Reimburse staff for use of personal vehicles as needed. | - | 165 | - | 500 | 500 | \$ - | 0.00% |
| 01155200 | 571120 | Conf/Mtgs - Professional & Administration Staff | Registration, travel, and accomodations for IT/GIS conferences (e.g. MMA Annual Conference, NortheastArc User Group, MUNIS / Tyler Connect). | 290 | - | 100 | 1,000 | 1,000 | \$ - | 0.00% |
| 01155200 | 573020 | Dues - Professional Staff | Dues for IT/GIS professional organizations. | - | - | - | | | \$ - | 0.00% |
| | | | EXPENSES SUBTOTAL | 544,082 | 610,038 | 754,887 | 889,600 | 960,600 | 71,000 | 7.98% |
| | | | | | | | | | | |
| | 570000 | Other Charges & Expenses | Encumbered expenses (invoices received/paid in the following fiscal year) | 63,556 | 115,920 | 44,418 | | | | |
| | | | EXPENSES TOTAL | 607,638 | 725,959 | 799,305 | 889,600 | 960,600 | 71,000 | 7.98% |
| | | | | | | | | | | |
| | | | DEPARTMENT TOTAL | 1,228,285 | 1,396,382 | 1,562,480 | 1,795,037 | 1,889,366 | 94,330 | 5.26% |

| Information Technology Department Operating Request | | | | |
|---|---------------------------------|--------------|--------------------------------|----------------------|
| Job Title Employee Name | FY27 RATE REQUEST* | | | |
| | FY26 Rate as of 6/30/2026 | Group - Step | FY27 Starting Rate 7/1/2026 | Total Budget Request |
| Director Brian DuPont | \$ 2,992.32 | Grade 15 | \$ 3,052.17 | 159,323 |
| Project & Applications Manager Suzanne Newark | \$ 2,358.00 | IT-11 | \$ 2,405.16 | 125,549 |
| Network & Cyber Manager Vernon Ng | \$ 2,508.38 | IT-12 | \$ 2,558.55 | 133,556 |
| GIS Manager Mike Thompson | \$ 2,272.27 | IT-10 | \$ 2,317.72 | 120,985 |
| Project Manager vacant | \$ 1,750.00 | IT-8 | \$ 1,923.08 | 100,385 |
| Network & Cyber Administrator Conor Mahoney | \$ 2,003.42 | IT-10 | \$ 2,043.49 | 106,670 |
| Systems Administrator vacant | \$ 1,845.85 | IT-8 | \$ 1,923.08 | 100,385 |
| Desktop Technician Alex Howe | \$ 1,538.46 | IT-6 | \$ 1,569.23 | 81,914 |
| Temporary Help | | | | |
| | | | Total Salary \$ | 928,767 |

*Note: FY27 Salary is based on 52.2 weeks

Assumptions: H-Table increase 2.00% 1.020
S-Table increase 2.00% 1.020
Pay weeks in FY27 = 52.2



Town of *Wellesley*

FY2027 Budget Request

Town Report Operating Request

Department: 195

Department Head: Meghan Jop, Executive Director

| Org | Object | Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|---------------|--|-------------|-------------|-------------|-------------|--------------|---------------------|--------------------|
| 01195200 | 534040 | Town Report | For printing the Town Report and mailing copies to Town Meeting members. | \$ 2,031 | \$ 1,922 | \$ 1,271 | \$ 2,250 | \$ 2,250 | \$ - | 0.00% |



Town of Wellesley

FY2027 Budget Request

Central Administrative Services Operating Request

Department: 199

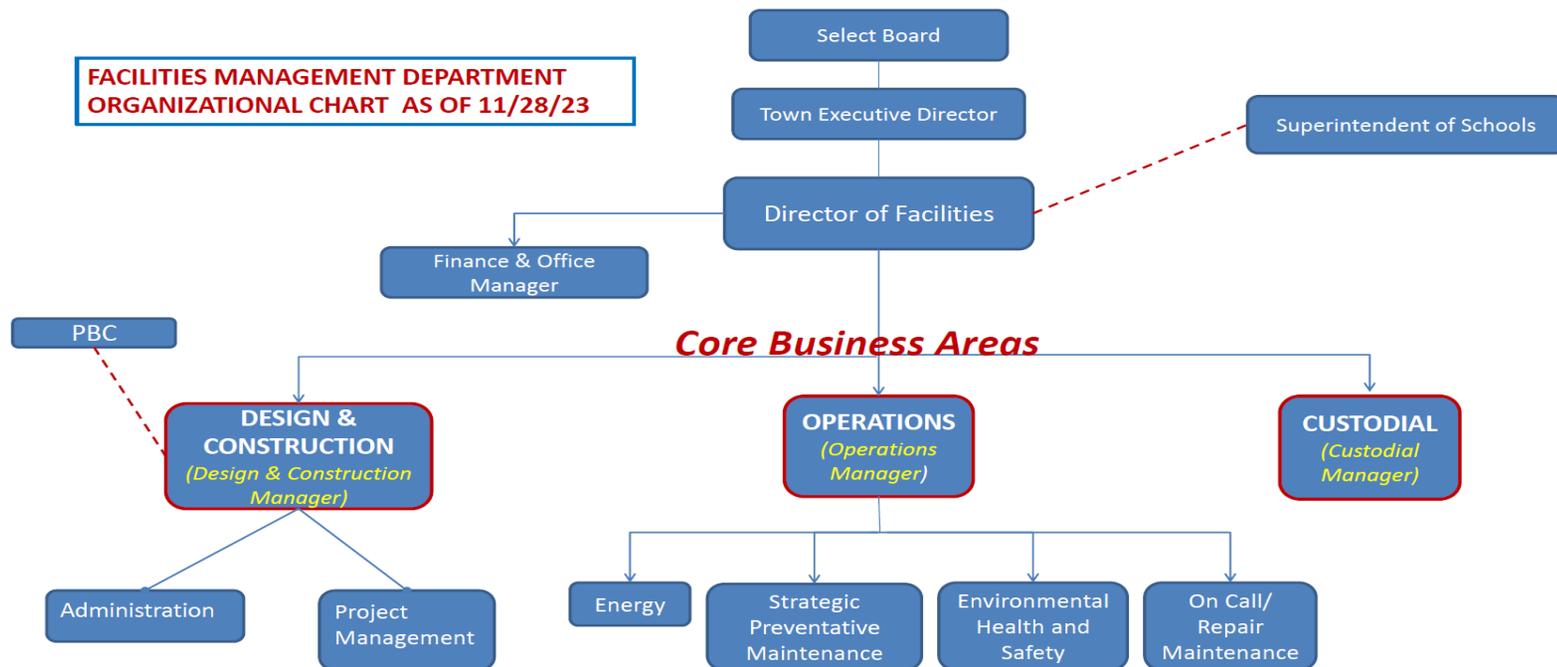
Department Head: Meghan Jop, Executive Director

| Org | Object | Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------|--------|---------------------------------|---|------------------|------------------|------------------|------------------|------------------|---------------------|--------------------|
| 01199200 | 523010 | Water | | 1,490 | 1,529 | 644 | 1,100 | 1,100 | - | 0.00% |
| 01199200 | 524030 | Equipment Maintenance Contracts | Maintenance for 2 copiers | 4,624 | 1,132 | 4,746 | 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 | - | 1,879 | 3,275 | 2,000 | 2,200 | 200 | 10.00% |
| 01199200 | 542020 | Copier Supplies | Centralized paper for all Town Hall copiers, printers & faxes. | 4,117 | 6,285 | 1,489 | 2,500 | 2,700 | 200 | 8.00% |
| 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 | 2,500 | | | - | 0.00% |
| Total Expenses | | | | \$ 10,231 | \$ 13,625 | \$ 12,654 | \$ 14,600 | \$ 15,000 | 400 | 2.74% |

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 74.6 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, 54.6 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, and establish a Design and Construction group, comprised of a group manager, two project managers and a project financial analyst. This group works on all FMD projects with primary responsibility 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 a third lease of two-years in June 2025, which will end in June 2027. The lease cost is included in FMD's operational budget. FMD will again be required to solicit bids for leased space as part of our FY28 budget.

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.

FY2027 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 \$276M building construction program, which the Town faces over the next eight years.

Specific operational goals for FY27 are related to the continued successful operation of four new/renovated buildings: New Hunnewell school, New Hardy school, renovated Town Hall and the new HVAC system at Warren. 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 a 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 new RDF Administration Building in FY27, as well as the restart of design for the Morses Pond Project. 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. FMD's architects and engineers will also manage master plans and feasibility studies for a number of important major projects, including the DPW Master Plan, Fire Station Master Plan, School Air-Conditioning Study and School Roofing Study. FMD's project manager will also work with DPW Engineering to construct a major parking lot/site renovation project at the Main Library schedule for summer 2026.

Total Budget Request

The FMD's FY27 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 \$10,540,680, a 2.82% increase over our FY27 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 \$67,636 or 1.17% for FY27.

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 non-union employees. There is no increase included for the KFAC union or Library Association as their contracts have not yet been settled. ***The budgeted cost of living increase for these employees is \$38,516.***
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 \$29,120.*

The overall 1.17% increase in personal services is summarized in the table below:

| <i>Increase Component</i> | <i>Cost Increase</i> |
|---------------------------|----------------------|
| COLA | \$38,516 |
| Net Salary Change | \$29,120 |
| Total Increase | \$67,636 |

Expenses

The overall expense budget increase request is \$221,339 or 4.94% for FY27, 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 higher utility prices in all areas, including water, sewer, trash/recycling and natural gas prices.

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. 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 and FY27, the custodial budgets were increased to better reflect actual incurred expenses. The total increase for custodial is \$29,459. *This increase represents 13.31% of the total \$221,339 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 and FY27, the maintenance expense budgets were increased to better reflect actual incurred expenses. The total increase for maintenance is \$76,353. ***This increase represents 34.5% of the total \$221,339 expense budget increase.***

Vehicle Maintenance and Other Non-Custodial/Maintenance Expenses: 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. ***This increase is \$19,513 or 8.82% of the total expense budget 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 on November 25th 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, but are fixed until May 2027.

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 FY27. The other half of the natural gas cost increase comes from the higher commodity contract, for which we are budgeting no increase as the contract is fixed until May 2027. ***The total natural gas increase is \$51,382, which represents 23.21% of the total \$221,339 expense budget increase.***

Water and Sewerage: These utilities are provided by the DPW and Massachusetts Water Resources Authority and managed locally by the DPW. Significant increases due to PFAS impacts are projected by DPW, with a 20% increase assumed for water and a 6%

increase is assumed for sewerage. The total increase for water is \$28,255 and for sewerage is \$11,046. *This increase represents 17.76% of the total \$221,339 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 FY27, 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. The total increase for trash and recycling is \$5,331. *This increase represents 2.41% of the total \$221,339 expense budget increase.*

The overall 4.94% increase in total expenses is summarized in the table below:

| <i>Increase Component</i> | <i>Cost Increase</i> |
|---|-------------------------|
| Electricity | \$0 |
| Natural Gas | \$51,382 |
| Water-Sewer | \$39,301 |
| School Trash & Recycling | \$5,331 |
| Building Maintenance, Building & Custodial M&R Supplies | \$105,812 |
| All other expense | \$19,513 |
| <i>Total Increase</i> | <i>\$221,339</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 cases. As part of FMD's cash-capital presentation to the Select Board in November 2025, FMD's Director explained the benefits of the LED program in detail, including reduction of CO2 gases.

For FY27 FMD is proposing cash-capital projects that will continue our goal of greenhouse gas reduction:

1. \$325,000 project to complete the LED replacement at the Main Library.
2. 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

FY2027 Budget Request

Facilities Management Department Operating Request

Department: 192

Department Head: Joseph McDonough, Facilities Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Change FY26-27 |
|------------------------------------|---------------------|---------------------|---------------------|----------------------|----------------------|---------------------|------------------|
| Subtotal, Personal Services | \$ 4,849,468 | \$ 5,082,488 | \$ 5,495,793 | \$ 5,778,023 | \$ 5,845,659 | \$ 67,636 | 1.17% |
| Benefits, new position | | | | | | - | |
| | 4,849,468 | 5,082,488 | 5,495,793 | 5,778,023 | 5,845,659 | \$ 67,636 | 1.17% |
| Expenses | 3,402,690 | 3,524,645 | 4,164,238 | 4,477,682 | 4,699,021 | \$ 221,339 | 4.94% |
| Encumbrances | - | 108,764 | 46,520 | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 3,402,690 | 3,633,409 | 4,210,758 | 4,477,682 | 4,699,021 | \$ 221,339 | 4.94% |
| TOTAL | \$ 8,252,158 | \$ 8,715,898 | \$ 9,706,551 | \$ 10,255,705 | \$ 10,544,680 | \$ 288,975 | 2.82% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | 54.6 | 54.6 | 54.6 |
| Total Number of Positions | 72.6 | 72.6 | 74.6 | 74.6 | 74.6 |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | |
| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
| 01192100 | 511010 | Senior Administrators | \$ 168,328 | \$ 177,154 | \$ 192,585 | \$ 199,384 | \$ 201,383 | \$ 1,999 | 1.00% |
| 01192100 | 511130 | Manager/Assistant Manager | 514,648 | 538,367 | 565,986 | 596,345 | 616,951 | \$ 20,606 | 3.46% |
| 01192100 | 511220 | Other Professional Staff | | 2,543 | | - | | \$ - | 0.00% |
| 01192100 | 511300 | Accountant | 87,216 | 92,304 | 97,604 | 104,013 | 106,092 | \$ 2,080 | 2.00% |
| 01192100 | 511310 | Administrative Assistant | 55,236 | 57,284 | 57,371 | 74,816 | 80,579 | \$ 5,764 | 7.70% |
| 01192100 | 511330 | Custodians | 15,078 | - | - | | | \$ - | 0.00% |
| 01192100 | 511340 | Tradesman | 295,953 | 311,061 | 358,488 | 364,934 | 364,962 | \$ 28 | 0.01% |
| 01192100 | 511370 | Clerical | 59,860 | 59,195 | 61,353 | 65,909 | 70,293 | \$ 4,384 | 6.65% |
| 01192100 | 512050 | Temporary Custodians/Laborer | - | - | - | - | | \$ - | 0.00% |
| 01192100 | 513110 | Emergency Overtime | - | - | - | - | | \$ - | 0.00% |
| 01192100 | 513120 | Scheduled Overtime | 10,223 | 9,723 | 13,048 | 1,815 | 1,815 | \$ - | 0.00% |
| 01192100 | 514010 | Shift Differential | - | - | - | - | | \$ - | 0.00% |
| 01192100 | 515050 | Longevity | 769 | 8 | - | 2,600 | 4,150 | \$ 1,550 | 59.62% |
| 01192101 | 511330 | Custodians | 121,359 | 125,429 | 114,360 | 125,859 | 115,877 | \$ (9,982) | -7.93% |
| 01192101 | 513120 | Scheduled Overtime | 18,000 | 8,643 | 21,667 | 12,605 | 12,605 | \$ - | 0.00% |
| 01192101 | 513110 | Emergency Overtime | 299 | - | 1,013 | 579 | 579 | \$ - | 0.00% |
| 01192101 | 514010 | Shift Differential | - | - | - | | | \$ - | 0.00% |
| 01192101 | 515050 | Longevity | - | 13 | - | 1,450 | - | \$ (1,450) | -100.00% |
| 01192102 | 511330 | Custodians | 120,250 | 126,524 | 130,190 | 130,022 | 130,041 | \$ 19 | 0.01% |
| 01192102 | 513120 | Scheduled Overtime | 6,120 | 3,915 | 9,020 | 9,081 | 9,081 | \$ - | 0.00% |
| 01192102 | 513110 | Emergency Overtime | 475 | - | 1,214 | 579 | 579 | \$ - | 0.00% |
| 01192102 | 515050 | Longevity | - | 857 | - | 2,600 | 2,600 | \$ - | 0.00% |
| 01192103 | 513120 | Scheduled Overtime | 4,186 | 1,323 | 11,447 | 9,180 | 9,180 | \$ - | 0.00% |
| 01192104 | 513120 | Scheduled Overtime | - | - | - | 3,060 | 3,060 | \$ - | 0.00% |
| 01192107 | 511330 | Custodians | 131,540 | 135,915 | 140,981 | 146,616 | 145,643 | \$ (972) | -0.66% |
| 01192107 | 513120 | Scheduled Overtime | 24,659 | 26,247 | 10,735 | 14,480 | 14,480 | \$ - | 0.00% |
| 01192107 | 513110 | Emergency Overtime | 1,499 | 511 | 1,148 | 579 | 579 | \$ - | 0.00% |
| 01192107 | 515050 | Longevity | - | 14 | - | 2,600 | 2,600 | \$ - | 0.00% |
| 01192110 | 511330 | Custodians | 16,830 | 29,645 | 32,691 | 29,604 | 29,608 | \$ 4 | 0.01% |
| 01192110 | 513110 | Emergency Overtime | 54 | - | 487 | - | | \$ - | 0.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192110 | 513120 | Scheduled Overtime | 1,052 | 3,763 | 1,162 | 4,342 | 4,342 | \$ - | 0.00% |
| 01192110 | 513125 | Scheduled Non-Program Overtime | | | | - | | \$ - | 0.00% |
| 01192111 | 511330 | Custodians | 131,676 | 136,385 | 136,023 | 148,146 | 150,293 | \$ 2,147 | 1.45% |
| 01192111 | 513120 | Scheduled Overtime | 9,278 | 11,662 | 9,059 | 13,516 | 13,516 | \$ - | 0.00% |
| 01192111 | 513110 | Emergency Overtime | 307 | 729 | 821 | 848 | 848 | \$ - | 0.00% |
| 01192111 | 513111 | Class 1 Overtime | - | - | - | 406 | 406 | \$ - | 0.00% |
| 01192111 | 513125 | Scheduled Non-Program Overtime | - | - | - | - | | \$ - | 0.00% |
| 01192111 | 515050 | Longevity | - | 9 | - | 1,550 | 1,550 | \$ - | 0.00% |
| 01192112 | 511330 | Custodians | 143,642 | 149,088 | 154,279 | 159,626 | 154,532 | \$ (5,094) | -3.19% |
| 01192112 | 513120 | Scheduled Overtime | 5,935 | 7,661 | 10,586 | 10,009 | 10,009 | \$ - | 0.00% |
| 01192112 | 513110 | Emergency Overtime | 619 | 973 | 1,017 | 870 | 870 | \$ - | 0.00% |
| 01192112 | 513111 | Class 1 Overtime | - | - | - | 406 | 406 | \$ - | 0.00% |
| 01192112 | 513125 | Scheduled Non-Program Overtime | - | - | 332 | - | | \$ - | 0.00% |
| 01192112 | 515050 | Longevity | - | 9 | - | 2,600 | 1,350 | \$ (1,250) | -48.08% |
| 01192113 | 511330 | Custodians | 115,544 | 116,412 | 189,061 | 216,385 | 218,864 | \$ 2,479 | 1.15% |
| 01192113 | 513120 | Scheduled Overtime | 1,685 | 1,611 | 11,148 | 5,144 | 5,144 | \$ - | 0.00% |
| 01192113 | 513110 | Emergency Overtime | 381 | 931 | 2,306 | 984 | 984 | \$ - | 0.00% |
| 01192113 | 513111 | Class 1 Overtime | - | - | - | 406 | 406 | \$ - | 0.00% |
| 01192113 | 515050 | Longevity | - | - | - | 1,050 | 1,050 | \$ - | 0.00% |
| 01192113 | 513125 | Scheduled Non-Program Overtime | - | - | 45 | - | | \$ - | 0.00% |
| 01192114 | 511330 | Custodians | 72,125 | 85,066 | 193,417 | 210,681 | 215,594 | \$ 4,913 | 2.33% |
| 01192114 | 513120 | Scheduled Overtime | 1,196 | 5,042 | 11,282 | 6,918 | 6,918 | \$ - | 0.00% |
| 01192114 | 513125 | Scheduled Non-Program Overtime | - | - | 278 | - | | \$ - | 0.00% |
| 01192114 | 513110 | Emergency Overtime | - | - | 1,455 | 870 | 870 | \$ - | 0.00% |
| 01192114 | 513111 | Class 1 Overtime | - | - | - | 406 | 406 | \$ - | 0.00% |
| 01192114 | 513160 | Other Overtime | | | - | - | | \$ - | 0.00% |
| 01192114 | 515050 | Longevity | - | - | - | 1,050 | 2,100 | \$ 1,050 | 100.00% |
| 01192115 | 511330 | Custodians | 167,785 | 176,854 | 185,435 | 186,652 | 189,256 | \$ 2,604 | 1.40% |
| 01192115 | 513120 | Scheduled Overtime | 147 | 15,254 | 9,778 | 11,490 | 11,490 | \$ - | 0.00% |
| 01192115 | 513110 | Emergency Overtime | 750 | 785 | 1,331 | 870 | 870 | \$ - | 0.00% |
| 01192115 | 513111 | Class 1 Overtime | - | - | - | 406 | 406 | \$ - | 0.00% |
| 01192115 | 513125 | Scheduled Non-Program Overtime | 149 | 178 | 37 | - | | \$ - | 0.00% |
| 01192115 | 515050 | Longevity | - | 21 | - | 2,500 | 2,500 | \$ - | 0.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192116 | 511330 | Custodians | 120,490 | 125,543 | 130,010 | 130,022 | 127,848 | \$ (2,174) | -1.67% |
| 01192116 | 513120 | Scheduled Overtime | 7,177 | 7,426 | 9,639 | 5,760 | 5,760 | \$ - | 0.00% |
| 01192116 | 513110 | Emergency Overtime | 467 | 860 | 1,270 | 1,171 | 1,171 | \$ - | 0.00% |
| 01192116 | 513111 | Class 1 Overtime | - | - | - | 406 | 406 | \$ - | 0.00% |
| 01192116 | 513125 | Scheduled Non-Program Overtime | - | - | - | - | - | \$ - | 0.00% |
| 01192116 | 515050 | Longevity | - | 15 | - | 2,500 | 1,250 | \$ (1,250) | -50.00% |
| 01192117 | 511330 | Custodians | 114,026 | 120,517 | 21,480 | - | - | \$ - | 0.00% |
| 01192117 | 513120 | Scheduled Overtime | 4,254 | 2,784 | 19,062 | 17,107 | 17,107 | \$ - | 0.00% |
| 01192117 | 513125 | Scheduled Non-Program Overtime | - | - | - | - | - | \$ - | 0.00% |
| 01192117 | 513110 | Emergency Overtime | 243 | 448 | 53 | - | - | \$ - | 0.00% |
| 01192117 | 513111 | Class 1 Overtime | - | - | - | - | - | \$ - | 0.00% |
| 01192117 | 515050 | Longevity | 781 | 8 | - | - | - | \$ - | 0.00% |
| 01192121 | 511330 | Custodians | 559,576 | 534,003 | 549,981 | 663,316 | 662,613 | \$ (703) | -0.11% |
| 01192121 | 513120 | Scheduled Overtime | 43,168 | 43,233 | 50,191 | 27,677 | 27,677 | \$ - | 0.00% |
| 01192121 | 513110 | Emergency Overtime | 2,537 | 1,247 | 1,966 | 1,450 | 1,450 | \$ - | 0.00% |
| 01192121 | 513111 | Class 1 Overtime | - | - | - | 1,798 | 1,798 | \$ - | 0.00% |
| 01192121 | 513125 | Scheduled Non-Program Overtime | 376 | (58) | (499) | - | - | \$ - | 0.00% |
| 01192121 | 515050 | Longevity | - | 43 | - | 6,550 | 5,500 | \$ (1,050) | -16.03% |
| 01192131 | 511330 | Custodians | 606,325 | 664,351 | 685,505 | 710,654 | 729,094 | \$ 18,440 | 2.59% |
| 01192131 | 513120 | Scheduled Overtime | 21,155 | 33,579 | 30,970 | 21,106 | 21,106 | \$ - | 0.00% |
| 01192131 | 513110 | Emergency Overtime | 980 | 1,496 | 42,446 | 1,518 | 1,518 | \$ - | 0.00% |
| 01192131 | 513111 | Class 1 Overtime | (137) | - | - | 1,159 | 1,159 | \$ - | 0.00% |
| 01192131 | 513125 | Scheduled Non-Program Overtime | 5,512 | (1,374) | 4,299 | - | - | \$ - | 0.00% |
| 01192131 | 515050 | Longevity | - | 27 | - | 2,400 | 3,850 | \$ 1,450 | 60.42% |
| 01192132 | 511330 | Custodians | - | - | - | - | - | \$ - | 0.00% |
| 01192132 | 511340 | Tradesman | 306,709 | 320,686 | 316,495 | 344,049 | 344,061 | \$ 12 | 0.00% |
| 01192132 | 513120 | Scheduled Overtime | 1,674 | 2,268 | 1,982 | 2,007 | 2,007 | \$ - | 0.00% |
| 01192132 | 513125 | Scheduled Non-Program Overtime | - | - | - | - | - | \$ - | 0.00% |
| 01192132 | 513110 | Emergency Overtime | 609 | 956 | 1,720 | 3,410 | 3,410 | \$ - | 0.00% |
| 01192132 | 515050 | Longevity | - | 17 | - | 2,700 | 3,100 | \$ 400 | 14.81% |
| 01192139 | 511330 | Custodians | 66,747 | 54,616 | 60,046 | 59,207 | 59,216 | \$ 9 | 0.01% |
| 01192139 | 512050 | Temporary Custodians/Laborer | 10,254 | 59,004 | 61,530 | 92,886 | 94,744 | \$ 1,858 | 2.00% |
| 01192139 | 513110 | Emergency Overtime | - | - | - | - | - | \$ - | 0.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192139 | 513120 | Scheduled Overtime | | (64) | | - | | \$ - | 0.00% |
| 01192139 | 513126 | Community Service OT | 6,058 | 2,531 | 2,772 | 4,638 | 4,638 | \$ - | 0.00% |
| 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 | 480 | 1,159 | - | 1,442 | 1,442 | \$ - | 0.00% |
| 01192141 | 513120 | Scheduled Overtime | 11,533 | 9,989 | 8,526 | 7,674 | 7,674 | \$ - | 0.00% |
| 01192141 | 511330 | Custodians | | | - | 52,676 | 55,063 | \$ 2,387 | 4.53% |
| 01192142 | 511330 | Custodians | 46,925 | 51,222 | 96,153 | 58,007 | 59,216 | \$ 1,209 | 2.08% |
| 01192142 | 513110 | Emergency Overtime | 307 | 1,167 | 3,791 | - | | \$ - | 0.00% |
| 01192142 | 513120 | Scheduled Overtime | 1,485 | 4,036 | 14,913 | 1,520 | 1,520 | \$ - | 0.00% |
| 01192142 | 515050 | Longevity | - | - | - | - | | \$ - | 0.00% |
| 01192146 | 515050 | Longevity | - | - | - | - | | \$ - | 0.00% |
| 01192146 | 513110 | Emergency Overtime | | | | - | | \$ - | 0.00% |
| 01192146 | 513120 | Scheduled Overtime | 10,177 | 11,375 | 2,417 | - | | \$ - | 0.00% |
| 01192147 | 511330 | Custodians | 32,833 | 38,010 | 38,684 | 39,254 | 40,131 | \$ 877 | 2.24% |
| 01192147 | 513120 | Scheduled Overtime | - | - | - | - | | \$ - | 0.00% |
| 01192147 | 515050 | Longevity | - | - | - | - | | \$ - | 0.00% |
| 01192161 | 511330 | Custodians | 162,976 | 165,908 | 154,971 | 164,529 | 169,512 | \$ 4,983 | 3.03% |
| 01192161 | 513120 | Scheduled Overtime | 33,495 | 31,982 | 39,210 | 17,737 | 17,737 | \$ - | 0.00% |
| 01192161 | 513110 | Emergency Overtime | 865 | 3,054 | 3,011 | 1,416 | 1,416 | \$ - | 0.00% |
| 01192161 | 515050 | Longevity | - | 500 | 750 | 500 | 725 | \$ 225 | 45.00% |
| 01192163 | 511330 | Custodians | 10,264 | 14,051 | 16,676 | 19,912 | 20,710 | \$ 798 | 4.01% |
| 01192163 | 513110 | Emergency Overtime | - | | | - | | \$ - | 0.00% |
| 01192163 | 513120 | Scheduled Overtime | 6,962 | 4,538 | 1,510 | 4,266 | 4,266 | \$ - | 0.00% |
| 01192163 | 514010 | Shift Differential | 596 | - | 16 | 2,096 | 2,096 | \$ - | 0.00% |
| 01192175 | 511330 | Custodians | 50,989 | 55,935 | 61,185 | 59,207 | 59,216 | \$ 9 | 0.01% |
| 01192175 | 513110 | Emergency Overtime | 206 | 93 | 555 | 1,427 | 1,427 | \$ - | 0.00% |
| 01192175 | 513120 | Scheduled Overtime | 4,053 | 5,219 | 4,118 | 3,315 | 3,315 | \$ - | 0.00% |
| 01192175 | 513125 | Scheduled, non program OT | 960 | 2,522 | 2,996 | 10,673 | 10,673 | \$ - | 0.00% |
| 01192175 | 515050 | Longevity | - | 850 | - | 1,050 | 1,050 | \$ - | 0.00% |
| 01192185 | 511130 | Project Manager | 226,820 | 236,388 | 246,390 | 261,526 | 266,756 | \$ 5,230 | 2.00% |
| 01192185 | 511370 | Projects Financial Analyst | 63,707 | 51,219 | 68,764 | 74,365 | 78,415 | \$ 4,049 | 5.45% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-------|-----|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| | | Total Personal Services | 4,849,468 | 5,082,488 | 5,495,793 | 5,778,023 | 5,845,659 | \$ 67,636 | 1.17% |

EXPENSES

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|--|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192200 | 517020 | Medical Check-up | 130 | 75 | 75 | - | - | \$ - | 0.00% |
| 01192200 | 517050 | Professional Licenses | 590 | 856 | 639 | - | - | \$ - | 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 | 7,069 | - | - | \$ - | 0.00% |
| 01192200 | 524090 | Other Contractual Services | - | - | - | - | - | \$ - | 0.00% |
| 01192200 | 524091 | Other Contractual Services: Custodians | - | - | - | - | - | \$ - | 0.00% |
| 01192200 | 527010 | Building Rental/Lease | 96,000 | 96,000 | 97,073 | 106,000 | 106,000 | \$ - | 0.00% |
| 01192200 | 527030 | Equipment Rental/Lease | 379 | 323 | 323 | - | - | \$ - | 0.00% |
| 01192200 | 527050 | Copier Rental/Lease | 4,233 | 4,718 | 3,689 | 3,255 | 3,418 | \$ 163 | 5.00% |
| 01192200 | 530400 | Network & Information Services | - | - | - | - | - | \$ - | 0.00% |
| 01192200 | 530500 | Training and Development | 2,855 | 499 | 2,510 | 4,613 | 4,844 | \$ 231 | 5.00% |
| 01192200 | 530510 | Continuing Education | - | 937 | 8,470 | - | - | \$ - | 0.00% |
| 01192200 | 530900 | Other Professional Services | 13,950 | 2,195 | 815 | - | - | \$ - | 0.00% |
| 01192200 | 534010 | Postage | 40 | - | - | - | - | \$ - | 0.00% |
| 01192200 | 534020 | Telephone | - | - | - | - | - | \$ - | 0.00% |
| 01192200 | 534030 | Advertising - General | 530 | 967 | 352 | - | - | \$ - | 0.00% |
| 01192200 | 534035 | Advertising - Employment | - | - | - | - | - | \$ - | 0.00% |
| 01192200 | 534050 | Telecommunications | 3,065 | 3,178 | 667 | 2,645 | 2,777 | \$ 132 | 5.00% |
| 01192200 | 534055 | Cable and Internet | - | - | 2,497 | - | - | \$ - | 0.00% |
| 01192200 | 534080 | Software Licenses | 11,005 | 4,704 | 5,021 | 19,050 | 20,003 | \$ 953 | 5.00% |
| 01192200 | 541010 | Gasoline | - | - | - | - | - | \$ - | 0.00% |
| 01192200 | 542010 | Office Supplies | 12,731 | 6,388 | 5,028 | 2,511 | 2,637 | \$ 126 | 5.00% |
| 01192200 | 542090 | Other General Supplies | 408 | 511 | 407 | 203 | 213 | \$ 10 | 5.00% |
| 01192200 | 542130 | Work Clothing | (84) | - | - | 13,067 | 13,720 | \$ 653 | 5.00% |
| 01192200 | 542150 | Shoes/Boots | 8,094 | - | - | 12,800 | 13,440 | \$ 640 | 5.00% |
| 01192200 | 543010 | Building M&R Supplies | (14) | 361 | 140 | - | - | \$ - | 0.00% |
| 01192200 | 543060 | Custodial M&R Supplies | - | 17 | - | - | - | \$ - | 0.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192200 | 543090 | Other M&R Supplies | 7 | - | - | - | - | \$ - | 0.00% |
| 01192200 | 571010 | Travel - Mileage | 2,740 | 2,549 | 2,812 | 2,148 | 2,255 | \$ 107 | 5.00% |
| 01192200 | 571090 | Travel - Other | | - | - | - | - | \$ - | 0.00% |
| 01192200 | 571110 | Conf/Mtgs-Administrators | 17 | 240 | 100 | - | - | \$ - | 0.00% |
| 01192200 | 573010 | Dues - Administrators | 1,210 | 1,320 | 1,320 | - | - | \$ - | 0.00% |
| 01192200 | 583010 | Furniture | - | - | - | - | - | \$ - | 0.00% |
| 01192200 | 583120 | Office Machine Replacement | - | - | - | 5,000 | 5,250 | \$ 250 | 5.00% |
| 01192201 | 521010 | Electricity | 21,596 | (730) | 51,230 | 63,000 | 63,000 | \$ - | 0.00% |
| 01192201 | 521020 | Natural Gas | 13,929 | (517) | - | - | - | \$ - | 0.00% |
| 01192201 | 521030 | Fuel Oil | - | - | - | 1,500 | 1,575 | \$ 75 | 5.00% |
| 01192201 | 523010 | Water | 1,609 | 103 | 2,422 | 3,120 | 3,744 | \$ 624 | 20.00% |
| 01192201 | 523020 | Sewerage | 743 | 2,338 | 1,650 | 5,500 | 5,830 | \$ 330 | 6.00% |
| 01192201 | 524010 | Building Maintenance | 10,560 | - | 395 | 39,043 | 43,923 | \$ 4,880 | 12.50% |
| 01192201 | 524015 | Grounds Maintenance | | - | - | 2,500 | 2,625 | \$ 125 | 5.00% |
| 01192201 | 524030 | Equipment Maintenance | - | | - | 1,000 | 1,050 | \$ 50 | 5.00% |
| 01192201 | 524090 | Other Contractual Services | - | 2,850 | - | 5,000 | 5,250 | \$ 250 | 5.00% |
| 01192201 | 524091 | Other Cont Scvs: Custodian | - | - | - | 2,500 | 2,625 | \$ 125 | 5.00% |
| 01192201 | 524095 | Alarm Monitoring | - | - | 417 | - | - | \$ - | 0.00% |
| 01192201 | 527010 | Building Rental/Lease | - | - | - | - | - | \$ - | 0.00% |
| 01192201 | 527031 | Equip Svc/Repair: Custodian | - | - | 318 | - | - | \$ - | 0.00% |
| 01192201 | 529020 | Rubbish/Garbage Pickup | - | - | - | 1,500 | 1,575 | \$ 75 | 5.00% |
| 01192201 | 529050 | Recycled Materials Disposal | - | - | - | 1,500 | 1,575 | \$ 75 | 5.00% |
| 01192201 | 542010 | Office Supplies | - | - | 216 | - | - | \$ - | 0.00% |
| 01192201 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192201 | 543010 | Building M&R Supplies | 3,087 | 44 | 3,317 | 5,578 | 6,275 | \$ 697 | 12.50% |
| 01192201 | 543060 | Custodial M&R Supplies | 4,969 | 335 | 26,706 | 8,924 | 10,040 | \$ 1,116 | 12.50% |
| 01192201 | 571010 | Travel-Mileage | - | | | - | - | \$ - | 0.00% |
| 01192202 | 521010 | Electricity | 58,614 | 65,980 | 64,416 | 66,759 | 66,759 | \$ - | 0.00% |
| 01192202 | 521020 | Natural Gas | 16,234 | 20,550 | 32,710 | 42,257 | 44,370 | \$ 2,113 | 5.00% |
| 01192202 | 523010 | Water | 2,820 | 1,073 | 1,077 | 4,971 | 5,965 | \$ 994 | 20.00% |
| 01192202 | 523020 | Sewerage | 5,361 | 2,413 | 2,484 | 6,216 | 6,589 | \$ 373 | 6.00% |
| 01192202 | 524010 | Building Maintenance | 24,285 | 12,553 | 45,269 | 10,949 | 12,318 | \$ 1,369 | 12.50% |
| 01192202 | 524015 | Grounds Maintenance | - | 1,118 | - | - | - | \$ - | 0.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|--|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192202 | 524030 | Equipment Maintenance | - | - | - | - | - | \$ - | 0.00% |
| 01192202 | 524031 | Maintenance - Painting | - | - | - | - | - | \$ - | 0.00% |
| 01192202 | 524032 | Maintenance - Carpet | - | - | 2,000 | - | - | \$ - | 0.00% |
| 01192202 | 524090 | Other Contractual Services | 3,236 | 10,809 | 6,951 | 5,563 | 5,841 | \$ 278 | 5.00% |
| 01192202 | 524091 | Other Contractual Services: Custodians | 2,185 | 2,000 | - | - | - | \$ - | 0.00% |
| 01192202 | 527030 | Equipment Rental/Lease | - | - | - | - | - | \$ - | 0.00% |
| 01192202 | 527031 | Equip Svc/Repair: Custodian | 2,136 | 1,105 | 300 | 737 | 774 | \$ 37 | 5.00% |
| 01192202 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192202 | 543010 | Building M&R Supplies | 11,071 | 4,377 | 9,017 | 5,860 | 6,593 | \$ 733 | 12.50% |
| 01192202 | 543060 | Custodial M&R Supplies | 6,397 | 5,443 | 6,420 | 4,682 | 5,267 | \$ 585 | 12.50% |
| 01192202 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192202 | 578015 | Late Fees/Interest Charges | - | - | - | - | - | \$ - | 0.00% |
| 01192203 | 521010 | Electricity | 27,836 | 30,244.68 | 32,139.54 | 42,338 | 42,338 | \$ - | 0.00% |
| 01192203 | 521020 | Natural Gas | 27,857 | 26,332 | 53,170 | 53,346 | 56,013 | \$ 2,667 | 5.00% |
| 01192203 | 523010 | Water | 2,279 | 1,749 | 1,656 | 4,447 | 5,336 | \$ 889 | 20.00% |
| 01192203 | 523020 | Sewerage | 5,875 | 6,388 | 7,093 | 9,550 | 10,123 | \$ 573 | 6.00% |
| 01192203 | 524010 | Building Maintenance | 14,015 | 16,139 | 24,419 | 10,607 | 11,933 | \$ 1,326 | 12.50% |
| 01192203 | 524030 | Equipment Maintenance | - | - | - | - | - | \$ - | 0.00% |
| 01192203 | 524032 | Maintenance - Carpet | - | - | 350 | - | - | \$ - | 0.00% |
| 01192203 | 524090 | Other Contractual Services | - | 24,876 | 10,427 | 9,519 | 9,995 | \$ 476 | 5.00% |
| 01192203 | 524091 | Other Contractual Services-Custodian | 885 | 340 | - | 1,538 | 1,615 | \$ 77 | 5.00% |
| 01192203 | 527031 | Equip Svc/Repair: Custodian | 1,788 | 1,135 | 300 | 1,141 | 1,198 | \$ 57 | 5.00% |
| 01192203 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192203 | 543010 | Building M&R Supplies | 2,697 | 5,033 | 6,070 | 3,912 | 4,401 | \$ 489 | 12.50% |
| 01192203 | 543060 | Custodial M&R Supplies | 5,939 | 5,628 | 4,835 | 6,124 | 6,890 | \$ 766 | 12.50% |
| 01192203 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192204 | 543060 | Custodial M&R Supplies | - | - | - | - | - | \$ - | 0.00% |
| 01192207 | 521010 | Electricity | 46,454 | 52,290 | 41,272.73 | 42,635 | 42,635 | \$ - | 0.00% |
| 01192207 | 521020 | Natural Gas | 17,097 | 15,196 | 25,270 | 26,796 | 28,136 | \$ 1,340 | 5.00% |
| 01192207 | 523010 | Water | 2,269 | 2,176 | 2,366 | 7,155 | 8,586 | \$ 1,431 | 20.00% |
| 01192207 | 523020 | Sewerage | 2,424 | 2,437 | 2,640 | 4,070 | 4,314 | \$ 244 | 6.00% |
| 01192207 | 524010 | Building Maintenance | 33,132 | 20,385 | 23,375 | 16,297 | 18,334 | \$ 2,037 | 12.50% |
| 01192207 | 524015 | Grounds Maintenance | - | - | 150 | - | - | \$ - | 0.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192207 | 524030 | Equipment Maintenance | - | 98 | - | - | - | \$ - | 0.00% |
| 01192207 | 524031 | Maintenance - painting | - | - | - | - | - | \$ - | 0.00% |
| 01192207 | 524090 | Other Contractual Services | 32,625 | 2,137 | - | 10,010 | 10,511 | \$ 501 | 5.00% |
| 01192207 | 524091 | Other Contract Svcs: Custodian | 755 | 755 | 755 | - | - | \$ - | 0.00% |
| 01192207 | 524095 | Alarm Monitoring | - | - | 1,866 | - | - | \$ - | 0.00% |
| 01192207 | 527030 | Equipment Rental/Lease | 1,075 | - | - | - | - | \$ - | 0.00% |
| 01192207 | 527031 | Equip Svc/Repair: Custodian | 1,658 | 3,315 | 529 | 784 | 823 | \$ 39 | 5.00% |
| 01192207 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192207 | 543010 | Building M&R Supplies | 14,742 | 7,911 | 8,182 | 6,681 | 7,516 | \$ 835 | 12.50% |
| 01192207 | 543060 | Custodial M&R Supplies | 8,107 | 5,923 | 5,632 | 6,739 | 7,581 | \$ 842 | 12.50% |
| 01192207 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192208 | 524095 | Alarm Monitoring | - | - | 1,197 | - | - | \$ - | 0.00% |
| 01192210 | 521010 | Electricity | 10,575 | 10,588 | 9,232 | 15,920 | 15,920 | \$ - | 0.00% |
| 01192210 | 521020 | Natural Gas | 4,669 | 4,933 | 8,637 | 9,891 | 10,386 | \$ 495 | 5.00% |
| 01192210 | 523010 | Water | 786 | 888 | 940 | 1,541 | 1,849 | \$ 308 | 20.00% |
| 01192210 | 523020 | Sewerage | 1,193 | 1,330 | 1,364 | 2,209 | 2,342 | \$ 133 | 6.00% |
| 01192210 | 524010 | Building Maintenance | 10,175 | 7,845 | 3,740 | 2,387 | 2,685 | \$ 298 | 12.50% |
| 01192210 | 524015 | Grounds Maintenance | - | 2,561 | 2,766 | - | - | \$ - | 0.00% |
| 01192210 | 524030 | Equipment Maintenance | - | - | - | 164 | 172 | \$ 8 | 5.00% |
| 01192210 | 524090 | Other Contractual Services | - | 300 | - | 1,768 | 1,856 | \$ 88 | 5.00% |
| 01192210 | 524091 | Other Contract Svcs: Custodian | 350 | 200 | 10,199 | 461 | 484 | \$ 23 | 5.00% |
| 01192210 | 524095 | Alarm Monitoring | - | - | 1,197 | - | - | \$ - | 0.00% |
| 01192210 | 527030 | Equipment Rental/Lease | - | - | - | 41 | 43 | \$ 2 | 5.00% |
| 01192210 | 527031 | Equip Svc/Repair: Custodian | - | 309 | 150 | 323 | 339 | \$ 16 | 5.00% |
| 01192210 | 529050 | Recycled Materials Disposal | - | - | - | 2,411 | 2,532 | \$ 121 | 5.00% |
| 01192210 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192210 | 543010 | Building M&R Supplies | 3,367 | 4,979 | 1,369 | 3,223 | 3,626 | \$ 403 | 12.50% |
| 01192210 | 543060 | Custodial M&R Supplies | 2,282 | 2,965 | 4,961 | 3,264 | 3,672 | \$ 408 | 12.50% |
| 01192210 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192211 | 513120 | Scheduled Overtime | - | (196) | - | - | - | \$ - | 0.00% |
| 01192211 | 521010 | Electricity | 30,301 | 30,457 | 29,135.20 | 49,603 | 49,603 | \$ - | 0.00% |
| 01192211 | 521020 | Natural Gas | 50,717 | 57,893 | 87,664 | 74,978 | 78,727 | \$ 3,749 | 5.00% |
| 01192211 | 523010 | Water | 3,846 | 3,765 | 4,151 | 7,172 | 8,606 | \$ 1,434 | 20.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192211 | 523020 | Sewerage | 4,202 | 4,033 | 4,544 | 9,155 | 9,704 | \$ 549 | 6.00% |
| 01192211 | 524010 | Building Maintenance | 32,744 | 41,446 | 13,825 | 10,943 | 12,311 | \$ 1,368 | 12.50% |
| 01192211 | 524010 | Grounds Maintenance | - | 532 | 8,323 | - | - | \$ - | 0.00% |
| 01192211 | 524030 | Equipment Maintenance | - | 505 | 175 | 1,579 | 1,658 | \$ 79 | 5.00% |
| 01192211 | 524090 | Other Contractual Services | - | 4,187 | 1,035 | 5,561 | 5,839 | \$ 278 | 5.00% |
| 01192211 | 524091 | Other Cont Scvs: Custodian | 450 | 600 | 600 | 1,435 | 1,507 | \$ 72 | 5.00% |
| 01192211 | 524095 | Alarm Monitoring | - | - | 2,074 | - | - | \$ - | 0.00% |
| 01192211 | 527030 | Equipment Rental/Lease | 1,049 | - | - | 350 | 368 | \$ 18 | 5.00% |
| 01192211 | 527031 | Equip Svc/Repair: Custodian | 6,084 | 5,641 | 5,251 | 1,176 | 1,235 | \$ 59 | 5.00% |
| 01192211 | 529020 | Rubbish/Garbage Pickup | 3,155 | 3,731 | 3,040 | 5,861 | 6,154 | \$ 293 | 5.00% |
| 01192211 | 529040 | Trash Disposal | - | 295 | 278 | - | - | \$ - | 0.00% |
| 01192211 | 529050 | Recycled Materials Disposal | 1,210 | 1,509 | 1,290 | 2,411 | 2,532 | \$ 121 | 5.00% |
| 01192211 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192211 | 543010 | Building M&R Supplies | 11,795 | 10,464 | 11,152 | 11,896 | 13,383 | \$ 1,487 | 12.50% |
| 01192211 | 543060 | Custodial M&R Supplies | 16,848 | 8,431 | 8,688 | 7,471 | 8,405 | \$ 934 | 12.50% |
| 01192211 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192212 | 521010 | Electricity | 38,259 | 39,925 | 44,954 | 58,109 | 58,109 | \$ - | 0.00% |
| 01192212 | 521020 | Natural Gas | 35,725 | 41,944 | 72,729 | 59,508 | 62,483 | \$ 2,975 | 5.00% |
| 01192212 | 523010 | Water | 4,643 | 4,677 | 5,136 | 8,428 | 10,114 | \$ 1,686 | 20.00% |
| 01192212 | 523020 | Sewerage | 5,072 | 5,242 | 5,665 | 10,865 | 11,517 | \$ 652 | 6.00% |
| 01192212 | 524010 | Building Maintenance | 32,555 | 30,377 | 34,138 | 6,741 | 7,584 | \$ 843 | 12.50% |
| 01192212 | 524015 | Grounds Maintenance | - | 6,661 | 7,183 | - | - | \$ - | 0.00% |
| 01192212 | 524030 | Equipment Maintenance | - | - | 382 | 1,097 | 1,152 | \$ 55 | 5.00% |
| 01192212 | 524090 | Other Contractual Services | 3,456 | 7,203 | 2,000 | 5,443 | 5,715 | \$ 272 | 5.00% |
| 01192212 | 524091 | Other Contract Svcs: Custodian | 450 | 455 | 455 | 615 | 646 | \$ 31 | 5.00% |
| 01192212 | 524095 | Alarm Monitoring | - | - | 2,189 | - | - | \$ - | 0.00% |
| 01192212 | 527030 | Equipment Rental/Lease | 1,111 | - | - | 210 | 221 | \$ 11 | 5.00% |
| 01192212 | 527031 | Equip Svc/Repair: Custodian | 3,807 | 3,761 | 1,905 | 1,098 | 1,153 | \$ 55 | 5.00% |
| 01192212 | 529020 | Rubbish/Garbage Pickup | 5,420 | 4,094 | 3,880 | 5,862 | 6,155 | \$ 293 | 5.00% |
| 01192212 | 529040 | Trash Disposal | - | 269 | 336 | - | - | \$ - | 0.00% |
| 01192212 | 529050 | Recycled Materials Disposal | 1,210 | 1,290 | 1,290 | 2,411 | 2,532 | \$ 121 | 5.00% |
| 01192212 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192212 | 543010 | Building M&R Supplies | 32,127 | 14,702 | 18,964 | 9,147 | 10,290 | \$ 1,143 | 12.50% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192212 | 543060 | Custodial M&R Supplies | 16,305 | 14,536 | 8,924 | 6,973 | 7,845 | \$ 872 | 12.50% |
| 01192212 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192213 | 521010 | Electricity | 26,184 | 26,013 | 91,143.95 | 125,000 | 125,000 | \$ - | 0.00% |
| 01192213 | 521020 | Natural Gas | 35,355 | 36,113 | (994) | - | - | \$ - | 0.00% |
| 01192213 | 521030 | Fuel Oil | - | - | - | 1,500 | 1,575 | \$ 75 | 5.00% |
| 01192213 | 523010 | Water | 3,040 | 2,521 | 7,045 | 4,888 | 5,866 | \$ 978 | 20.00% |
| 01192213 | 523020 | Sewerage | 4,740 | 3,911 | 6,350 | 7,700 | 8,162 | \$ 462 | 6.00% |
| 01192213 | 524010 | Building Maintenance | 12,344 | 21,297 | 3,015 | 40,716 | 45,806 | \$ 5,090 | 12.50% |
| 01192213 | 524015 | Grounds Maintenance | - | 655 | 13,168 | 12,500 | 13,125 | \$ 625 | 5.00% |
| 01192213 | 524030 | Equipment Maintenance | - | 851 | 506 | 2,500 | 2,625 | \$ 125 | 5.00% |
| 01192213 | 524090 | Other Contractual Services | - | 3,725 | - | 8,500 | 8,925 | \$ 425 | 5.00% |
| 01192213 | 524091 | Other Contract Svcs: Custodian | 855 | 955 | - | 1,500 | 1,575 | \$ 75 | 5.00% |
| 01192213 | 524095 | Alarm Monitoring | - | - | 1,121 | - | - | \$ - | 0.00% |
| 01192213 | 527030 | Equipment Rental/Lease | 702 | - | - | - | - | \$ - | 0.00% |
| 01192213 | 527031 | Equip Svc/Repair: Custodian | 657 | 1,741 | 2,201 | 2,500 | 2,625 | \$ 125 | 5.00% |
| 01192213 | 529020 | Rubbish/Garbage Pickup | 3,703 | 3,939 | 3,251 | 4,000 | 4,200 | \$ 200 | 5.00% |
| 01192213 | 529040 | Trash Disposal | - | 279 | 276 | - | - | \$ - | 0.00% |
| 01192213 | 529050 | Recycled Materials Disposal | 1,518 | 1,548 | 1,190 | 3,500 | 3,675 | \$ 175 | 5.00% |
| 01192213 | 542010 | Office Supplies | - | - | 187 | - | - | \$ - | 0.00% |
| 01192213 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192213 | 543010 | Building M&R Supplies | 5,397 | 2,571 | 10,134 | 21,195 | 23,844 | \$ 2,649 | 12.50% |
| 01192213 | 543060 | Custodial M&R Supplies | 11,533 | 8,759 | 26,417 | 17,569 | 19,765 | \$ 2,196 | 12.50% |
| 01192213 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192214 | 521010 | Electricity | - | 41,476 | 93,114.42 | 121,000 | 121,000 | \$ - | 0.00% |
| 01192214 | 521020 | Natural Gas | - | - | - | - | - | \$ - | 0.00% |
| 01192214 | 521030 | Fuel Oil | - | - | 695 | 1,500 | 1,575 | \$ 75 | 5.00% |
| 01192214 | 523010 | Water | - | 1,159 | 4,005 | 4,680 | 5,616 | \$ 936 | 20.00% |
| 01192214 | 523020 | Sewerage | - | 1,051 | 3,958 | 7,425 | 7,871 | \$ 446 | 6.00% |
| 01192214 | 524010 | Building Maintenance | - | 2,796 | 7,554 | 39,043 | 43,923 | \$ 4,880 | 12.50% |
| 01192214 | 524015 | Grounds Maintenance | - | 754 | 24,881 | 20,000 | 21,000 | \$ 1,000 | 5.00% |
| 01192214 | 524030 | Equipment Maintenance | - | - | - | 2,500 | 2,625 | \$ 125 | 5.00% |
| 01192214 | 524090 | Other Contractual Services | - | - | 1,158 | 8,000 | 8,400 | \$ 400 | 5.00% |
| 01192214 | 524091 | Other Cont Svcs: Custodian | - | - | - | 2,000 | 2,100 | \$ 100 | 5.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192214 | 524095 | Alarm Monitoring | - | - | 2,071 | - | - | \$ - | 0.00% |
| 01192214 | 527030 | Equipment Rental/Lease | - | - | - | - | - | \$ - | 0.00% |
| 01192214 | 527031 | Equip Svc/Repair: Custodian | - | 309 | 764 | 2,500 | 2,625 | \$ 125 | 5.00% |
| 01192214 | 529020 | Rubbish/Garbage Pickup | - | 1,757 | 3,680 | 4,000 | 4,200 | \$ 200 | 5.00% |
| 01192214 | 529040 | Trash Disposal | - | 225 | 337 | - | - | \$ - | 0.00% |
| 01192214 | 529050 | Recycled Materials Disposal | - | 750 | 1,570 | 3,500 | 3,675 | \$ 175 | 5.00% |
| 01192214 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192214 | 543010 | Building M&R Supplies | - | 423 | 4,744 | 20,079 | 22,589 | \$ 2,510 | 12.50% |
| 01192214 | 543060 | Custodial M&R Supplies | - | 9,252 | 9,729 | 16,733 | 18,825 | \$ 2,092 | 12.50% |
| 01192214 | 543090 | Other M&R Supplies | - | - | - | - | - | \$ - | 0.00% |
| 01192215 | 521010 | Electricity | 73,485 | 80,976 | 71,670.84 | 114,902 | 114,902 | \$ - | 0.00% |
| 01192215 | 521020 | Natural Gas | 44,851 | 49,513 | 83,946 | 80,065 | 84,068 | \$ 4,003 | 5.00% |
| 01192215 | 523010 | Water | 4,346 | 4,418 | 4,497 | 13,724 | 16,469 | \$ 2,745 | 20.00% |
| 01192215 | 523020 | Sewerage | 4,339 | 4,337 | 4,335 | 15,426 | 16,352 | \$ 926 | 6.00% |
| 01192215 | 524010 | Building Maintenance | 22,922 | 24,315 | 30,942 | 17,857 | 20,089 | \$ 2,232 | 12.50% |
| 01192215 | 524015 | Grounds Maintenance | - | 1,993 | 7,086 | - | - | \$ - | 0.00% |
| 01192215 | 524030 | Equipment Maintenance | 1,480 | 3,043 | 4,290 | 1,366 | 1,434 | \$ 68 | 5.00% |
| 01192215 | 524090 | Other Contractual Services | 245 | 12,377 | 995 | 9,436 | 9,908 | \$ 472 | 5.00% |
| 01192215 | 524091 | Other Contract Svcs: Custodian | 1,605 | - | - | 1,435 | 1,507 | \$ 72 | 5.00% |
| 01192215 | 524095 | Alarm Monitoring | - | - | 2,189 | - | - | \$ - | 0.00% |
| 01192215 | 527030 | Equipment Rental/Lease | 947 | - | - | 288 | 302 | \$ 14 | 5.00% |
| 01192215 | 527031 | Equip Svc/Repair: Custodian | 7,118 | 1,553 | 742 | 1,569 | 1,647 | \$ 78 | 5.00% |
| 01192215 | 529020 | Rubbish/Garbage Pickup | 3,270 | 3,584 | 3,040 | 5,861 | 6,154 | \$ 293 | 5.00% |
| 01192215 | 529040 | Trash Disposal | - | 194 | 278 | - | - | \$ - | 0.00% |
| 01192215 | 529050 | Recycled Materials Disposal | 1,210 | 1,419 | 1,290 | 2,411 | 2,532 | \$ 121 | 5.00% |
| 01192215 | 542010 | Office Supplies | - | - | 34 | - | - | \$ - | 0.00% |
| 01192215 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192215 | 543010 | Building M&R Supplies | 11,032 | 20,567 | 14,846 | 15,909 | 17,898 | \$ 1,989 | 12.50% |
| 01192215 | 543060 | Custodial M&R Supplies | 15,894 | 14,422 | 7,978 | 11,719 | 13,184 | \$ 1,465 | 12.50% |
| 01192215 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192216 | 521010 | Electricity | 50,519 | 51,140 | 55,003.68 | 68,845 | 68,845 | \$ - | 0.00% |
| 01192216 | 521020 | Natural Gas | 23,948 | 27,471 | 38,195 | 66,571 | 69,900 | \$ 3,329 | 5.00% |
| 01192216 | 523010 | Water | 2,142 | 2,342 | 2,269 | 5,408 | 6,490 | \$ 1,082 | 20.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192216 | 523020 | Sewerage | 3,235 | 3,525 | 3,380 | 8,093 | 8,579 | \$ 486 | 6.00% |
| 01192216 | 524010 | Building Maintenance | 18,194 | 13,135 | 13,020 | 6,807 | 7,658 | \$ 851 | 12.50% |
| 01192216 | 524015 | Grounds Maintenance | - | 1,480 | 3,173 | - | - | \$ - | 0.00% |
| 01192216 | 524030 | Equipment Maintenance | - | 441 | - | 1,114 | 1,170 | \$ 56 | 5.00% |
| 01192216 | 524090 | Other Contractual Services | 14,336 | 9,419 | 11,642 | 5,694 | 5,979 | \$ 285 | 5.00% |
| 01192216 | 524091 | Other Contract Svcs: Custodian | 461 | 811 | 811 | 1,435 | 1,507 | \$ 72 | 5.00% |
| 01192216 | 524095 | Alarm Monitoring | - | - | 2,189 | - | - | \$ - | 0.00% |
| 01192216 | 527030 | Equipment Rental/Lease | 1,704 | - | - | 224 | 235 | \$ 11 | 5.00% |
| 01192216 | 527031 | Equip Svc/Repair: Custodian | 6,495 | 3,080 | 2,424 | 1,176 | 1,235 | \$ 59 | 5.00% |
| 01192216 | 529020 | Rubbish/Garbage Pickup | 3,324 | 3,396 | 3,290 | 5,861 | 6,154 | \$ 293 | 5.00% |
| 01192216 | 529040 | Trash Disposal | - | 244 | 295 | - | - | \$ - | 0.00% |
| 01192216 | 529050 | Recycled Materials Disposal | 1,210 | 1,594 | 1,290 | 2,411 | 2,532 | \$ 121 | 5.00% |
| 01192216 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192216 | 543010 | Building M&R Supplies | 17,882 | 10,606 | 17,988 | 10,050 | 11,306 | \$ 1,256 | 12.50% |
| 01192216 | 543040 | Equipment M&R Supplies | - | - | 130 | - | - | \$ - | 0.00% |
| 01192216 | 543060 | Custodial M&R Supplies | 24,011 | 12,318 | 17,165 | 7,471 | 8,405 | \$ 934 | 12.50% |
| 01192216 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192217 | 521010 | Electricity | 28,510 | 27,379 | 13,395.90 | 8,000 | 8,000 | \$ - | 0.00% |
| 01192217 | 521020 | Natural Gas | 22,899 | 28,166 | 30,151 | 22,000 | 23,100 | \$ 1,100 | 5.00% |
| 01192217 | 523010 | Water | 4,136 | 4,029 | 1,676 | 416 | 499 | \$ 83 | 20.00% |
| 01192217 | 523020 | Sewerage | 4,603 | 4,378 | 583 | 660 | 700 | \$ 40 | 6.00% |
| 01192217 | 524010 | Building Maintenance | 8,513 | 12,853 | 9,452 | 2,789 | 3,138 | \$ 349 | 12.50% |
| 01192217 | 524015 | Grounds Maintenance | - | 1,583 | 3,374 | 5,000 | 5,250 | \$ 250 | 5.00% |
| 01192217 | 524030 | Equipment Maintenance | 172 | - | - | 500 | 525 | \$ 25 | 5.00% |
| 01192217 | 524090 | Other Contractual Services | 255 | - | 148 | 2,500 | 2,625 | \$ 125 | 5.00% |
| 01192217 | 524091 | Other Contract Svcs: Custodian | 1,505 | - | - | - | - | \$ - | 0.00% |
| 01192217 | 524095 | Alarm Monitoring | - | - | 2,074 | - | - | \$ - | 0.00% |
| 01192217 | 527030 | Equipment Rental/Lease | 1,000 | - | - | - | - | \$ - | 0.00% |
| 01192217 | 527031 | Equip Svc/Repair: Custodian | 6,348 | 309 | 1,379 | 500 | 525 | \$ 25 | 5.00% |
| 01192217 | 529020 | Rubbish/Garbage Pickup | 4,529 | 3,761 | 1,179 | 250 | 263 | \$ 13 | 5.00% |
| 01192217 | 529040 | Trash Disposal | - | 339 | 101 | - | - | \$ - | 0.00% |
| 01192217 | 529050 | Recycled Materials Disposal | 1,210 | 1,419 | 221 | 250 | 263 | \$ 13 | 5.00% |
| 01192217 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192217 | 543010 | Building M&R Supplies | 3,467 | 3,625 | 7,661 | 2,789 | 3,138 | \$ 349 | 12.50% |
| 01192217 | 543060 | Custodial M&R Supplies | 11,122 | 6,399 | 236 | 1,673 | 1,882 | \$ 209 | 12.50% |
| 01192217 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192221 | 513120 | Scheduled Overtime | - | - | - | - | - | \$ - | 0.00% |
| 01192221 | 521010 | Electricity | 167,682 | 171,852 | 173,971.44 | 210,397 | 210,397 | \$ - | 0.00% |
| 01192221 | 521020 | Natural Gas | 187,455 | 195,018 | 257,655 | 309,830 | 325,322 | \$ 15,492 | 5.00% |
| 01192221 | 521030 | Fuel Oil | - | - | - | - | - | \$ - | 0.00% |
| 01192221 | 523010 | Water | 10,672 | 10,926 | 11,454 | 16,690 | 20,028 | \$ 3,338 | 20.00% |
| 01192221 | 523020 | Sewerage | 13,914 | 14,487 | 15,316 | 21,117 | 22,384 | \$ 1,267 | 6.00% |
| 01192221 | 524010 | Building Maintenance | 77,364 | 72,721 | 81,405 | 41,572 | 46,769 | \$ 5,197 | 12.50% |
| 01192221 | 524015 | Grounds Maintenance | - | 6,213 | 7,981 | - | - | \$ - | 0.00% |
| 01192221 | 524030 | Equipment Maintenance | 2,433 | 3,638 | 1,743 | 2,091 | 2,196 | \$ 105 | 5.00% |
| 01192221 | 524090 | Other Contractual Services | 10,307 | 24,059 | 46,631 | 20,695 | 21,730 | \$ 1,035 | 5.00% |
| 01192221 | 524091 | Other Contract Svcs: Custodian | 2,300 | 1,400 | 1,400 | 2,050 | 2,153 | \$ 103 | 5.00% |
| 01192221 | 524095 | Alarm Monitoring | - | - | 2,692 | - | - | \$ - | 0.00% |
| 01192221 | 527030 | Equipment Rental/Lease | 2,205 | 9,090 | - | 445 | 467 | \$ 22 | 5.00% |
| 01192221 | 527031 | Equip Svc/Repair: Custodian | 9,972 | 6,895 | 7,681 | 3,921 | 4,117 | \$ 196 | 5.00% |
| 01192221 | 529020 | Rubbish/Garbage Pickup | 14,012 | 8,745 | 7,700 | 16,927 | 17,773 | \$ 846 | 5.00% |
| 01192221 | 529040 | Trash Disposal | - | 579 | 815 | - | - | \$ - | 0.00% |
| 01192221 | 529050 | Recycled Materials Disposal | 3,084 | 5,522 | 5,020 | 5,196 | 5,456 | \$ 260 | 5.00% |
| 01192221 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192221 | 543010 | Building M&R Supplies | 34,920 | 67,861 | 47,350 | 28,215 | 31,742 | \$ 3,527 | 12.50% |
| 01192221 | 543060 | Custodial M&R Supplies | 41,194 | 35,633 | 35,735 | 36,624 | 41,202 | \$ 4,578 | 12.50% |
| 01192221 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192231 | 513120 | Scheduled Overtime | - | - | (315) | - | - | \$ - | 0.00% |
| 01192231 | 521010 | Electricity | 283,063 | 290,464 | 294,847.17 | 413,557 | 413,557 | \$ - | 0.00% |
| 01192231 | 521020 | Natural Gas | 78,966 | 101,532 | 147,630 | 155,317 | 163,083 | \$ 7,766 | 5.00% |
| 01192231 | 521030 | Fuel Oil | - | - | - | - | - | \$ - | 0.00% |
| 01192231 | 523010 | Water | 11,833 | 12,300 | 12,700 | 40,302 | 48,362 | \$ 8,060 | 20.00% |
| 01192231 | 523020 | Sewerage | 14,989 | 16,082 | 16,688 | 58,274 | 61,770 | \$ 3,496 | 6.00% |
| 01192231 | 524010 | Building Maintenance | 103,162 | 81,706 | 104,958 | 73,284 | 82,445 | \$ 9,161 | 12.50% |
| 01192231 | 524015 | Grounds Maintenance | - | 4,716 | 5,937 | - | - | \$ - | 0.00% |
| 01192231 | 524030 | Equipment Maintenance | 1,461 | 8,332 | 6,149 | 6,814 | 7,155 | \$ 341 | 5.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192231 | 571010 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192231 | 524090 | Other Contractual Services | 26,880 | 58,007 | 15,828 | 11,224 | 11,785 | \$ 561 | 5.00% |
| 01192231 | 524091 | Other Contract Svcs: Custodian | 1,975 | 2,475 | 1,975 | 3,075 | 3,229 | \$ 154 | 5.00% |
| 01192231 | 524095 | Alarm Monitoring | - | - | 4,851 | - | - | \$ - | 0.00% |
| 01192231 | 527030 | Equipment Rental/Lease | - | 74 | - | 1,584 | 1,663 | \$ 79 | 5.00% |
| 01192231 | 527031 | Equip Svc/Repair: Custodian | 8,986 | 8,225 | 10,043 | 5,669 | 5,952 | \$ 283 | 5.00% |
| 01192231 | 529020 | Rubbish/Garbage Pickup | 12,698 | 13,936 | 9,700 | 19,401 | 20,371 | \$ 970 | 5.00% |
| 01192231 | 529040 | Trash Disposal | - | 641 | 855 | - | - | \$ - | 0.00% |
| 01192231 | 529050 | Recycled Materials Disposal | 1,805 | 2,485 | 3,833 | 8,844 | 9,286 | \$ 442 | 5.00% |
| 01192231 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192231 | 543010 | Building M&R Supplies | 46,264 | 89,403 | 90,603 | 25,901 | 29,139 | \$ 3,238 | 12.50% |
| 01192231 | 543060 | Custodial M&R Supplies | 40,455 | 42,296 | 51,122 | 59,452 | 66,884 | \$ 7,432 | 12.50% |
| 01192231 | 578015 | Late Fees/Interest Charges | - | - | - | - | - | \$ - | 0.00% |
| 01192232 | 521010 | Electricity | 2,471 | 2,734 | 3,822 | 4,050 | 4,050 | \$ - | 0.00% |
| 01192232 | 521020 | Natural Gas | 4,774 | 4,072 | 5,437 | 11,283 | 11,847 | \$ 564 | 5.00% |
| 01192232 | 523010 | Water | 234 | 242 | 255 | 639 | 767 | \$ 128 | 20.00% |
| 01192232 | 523020 | Sewerage | 265 | 273 | 293 | 713 | 756 | \$ 43 | 6.00% |
| 01192232 | 524010 | Building Maintenance | 6,559 | 3,386 | 550 | - | - | \$ - | 0.00% |
| 01192232 | 524030 | Equipment Maintenance | - | 1,411 | 40 | - | - | \$ - | 0.00% |
| 01192232 | 524090 | Other Contractual Services | 490 | 1,736 | 830 | - | - | \$ - | 0.00% |
| 01192232 | 524095 | Alarm Monitoring | - | - | 1,197 | - | - | \$ - | 0.00% |
| 01192232 | 527031 | EQUIP SVC/REPAIR: CUSTO | 456 | 172 | - | - | - | \$ - | 0.00% |
| 01192232 | 534020 | Telephone Expense | - | - | - | - | - | \$ - | 0.00% |
| 01192232 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192232 | 543010 | Building M&R Supplies | 9,621 | 2,700 | 1,459 | - | - | \$ - | 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 | 2,044 | 1,445 | - | - | - | \$ - | 0.00% |
| 01192239 | 524010 | Building Maintenance | 7,328 | 7,695 | 6,925 | - | - | \$ - | 0.00% |
| 01192239 | 524020 | Vehicle Maintenance | 14,699 | 6,604 | 11,956 | 3,136 | 3,293 | \$ 157 | 5.00% |
| 01192239 | 524030 | Equipment Maintenance | 2,513 | - | 1,176 | - | - | \$ - | 0.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192239 | 524031 | Maintenance - painting | 4,227 | 1,850 | 5,701 | 1,117 | 1,173 | \$ 56 | 5.00% |
| 01192239 | 524091 | Other Contract Svcs: Custodian | - | - | - | - | - | \$ - | 0.00% |
| 01192239 | 527030 | Equipment Rental/Lease | - | - | - | - | - | \$ - | 0.00% |
| 01192239 | 527031 | Equip Svc/Repair: Custodian | 703 | 123 | 600 | - | - | \$ - | 0.00% |
| 01192239 | 529020 | Rubbish/Garbage Pickup | - | - | 30 | - | - | \$ - | 0.00% |
| 01192239 | 530500 | Training and Development | 720 | 2,606 | - | 1,332 | 1,399 | \$ 67 | 5.00% |
| 01192239 | 534020 | Telephone Expense | - | - | - | - | - | \$ - | 0.00% |
| 01192239 | 534050 | Telecommunications | 8,109 | 8,295 | 8,949 | 2,665 | 2,798 | \$ 133 | 5.00% |
| 01192239 | 541010 | Gasoline | 10,661 | 12,462 | 9,600 | 15,233 | 15,995 | \$ 762 | 5.00% |
| 01192239 | 542010 | Office Supples | 2,956 | 504 | 94 | 3,202 | 3,362 | \$ 160 | 5.00% |
| 01192239 | 542130 | Work Clothing | 17,043 | 17,266 | 19,523 | - | - | \$ - | 0.00% |
| 01192239 | 542150 | Shoes/Boots | - | 9,320 | 10,071 | - | - | \$ - | 0.00% |
| 01192239 | 543010 | Building M&R Supplies | 371 | - | 192 | - | - | \$ - | 0.00% |
| 01192239 | 543040 | Equipment M&R Supplies | - | - | 171 | - | - | \$ - | 0.00% |
| 01192239 | 543060 | Custodial M&R Supplies | - | 10 | 25 | - | - | \$ - | 0.00% |
| 01192239 | 548010 | Vehicular Parts & Accessories | 4,193 | 3,291 | 753 | 2,050 | 2,153 | \$ 103 | 5.00% |
| 01192239 | 548020 | Vehicular Tires & Tubes | - | 820 | - | 1,230 | 1,292 | \$ 62 | 5.00% |
| 01192239 | 548090 | Other Vehicular Supplies | - | 310 | 392 | 512 | 538 | \$ 26 | 5.00% |
| 01192239 | 553060 | Computer Supplies | - | 622 | - | 77 | 81 | \$ 4 | 5.00% |
| 01192239 | 571010 | Travel - Mileage | 108 | - | 90 | 882 | 926 | \$ 44 | 5.00% |
| 01192239 | 571011 | Travel - Mileage Custodians | 2 | - | - | - | - | \$ - | 0.00% |
| 01192240 | 521500 | Renewable Energy Premium | - | - | - | - | - | \$ - | 0.00% |
| 01192240 | 542010 | Office Supplies | - | - | - | - | - | \$ - | 0.00% |
| 01192240 | 542090 | Other General Supplies | - | - | - | - | - | \$ - | 0.00% |
| 01192240 | 543060 | Custodial M&R Supplies | - | - | - | - | - | \$ - | 0.00% |
| 01192241 | 521010 | Electricity | 50,593 | 54,958 | 60,371.55 | 4,334 | 4,334 | \$ - | 0.00% |
| 01192241 | 521020 | Natural Gas | - | - | 1,905 | 21,101 | 22,156 | \$ 1,055 | 5.00% |
| 01192241 | 523010 | Water | 2,300 | 2,082 | 2,425 | - | - | \$ - | 0.00% |
| 01192241 | 523020 | Sewerage | 3,394 | 3,246 | 3,665 | - | - | \$ - | 0.00% |
| 01192241 | 524010 | Building Maintenance | 15,266 | 15,513 | 25,406 | 2,065 | 2,323 | \$ 258 | 12.50% |
| 01192241 | 524030 | Equipment Maintenance | - | - | - | - | - | \$ - | 0.00% |
| 01192241 | 524090 | Other Contractual Services | 5,041 | 4,020 | - | 1,281 | 1,345 | \$ 64 | 5.00% |
| 01192241 | 524091 | Other Contract Svcs: Custodian | 885 | 1,000 | 1,000 | - | - | \$ - | 0.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192241 | 527030 | Equipment Rental/Lease | - | - | - | - | - | \$ - | 0.00% |
| 01192241 | 527031 | Equip Svc/Repair: Custodian | - | 309 | 300 | - | - | \$ - | 0.00% |
| 01192241 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192241 | 543010 | Building M&R Supplies | 7,132 | 8,536 | 13,328 | 5,860 | 6,593 | \$ 733 | 12.50% |
| 01192241 | 543060 | Custodial M&R Supplies | 4,311 | 2,422 | 4,090 | 5,860 | 6,593 | \$ 733 | 12.50% |
| 01192242 | 521010 | Electricity | - | - | - | 36,118 | 36,118 | \$ - | 0.00% |
| 01192242 | 521020 | Natural Gas | 22,759 | 23,229 | 40,484 | 50,456 | 52,979 | \$ 2,523 | 5.00% |
| 01192242 | 521030 | Fuel Oil | - | - | 650 | - | - | \$ - | 0.00% |
| 01192242 | 523010 | Water | - | - | - | 5,897 | 7,076 | \$ 1,179 | 20.00% |
| 01192242 | 523020 | Sewerage | - | - | - | 3,038 | 3,220 | \$ 182 | 6.00% |
| 01192242 | 524010 | Building Maintenance | 15,191 | 13,261 | 22,393 | 5,698 | 6,410 | \$ 712 | 12.50% |
| 01192242 | 524030 | Equipment Maintenance | - | - | - | - | - | \$ - | 0.00% |
| 01192242 | 524090 | Other Contractual Services | - | 20,182 | 50,914 | 5,740 | 6,027 | \$ 287 | 5.00% |
| 01192242 | 524091 | Other Contract Svcs: Custodian | 885 | 200 | 300 | - | - | \$ - | 0.00% |
| 01192242 | 524095 | Alarm Monitoring | - | - | 877 | - | - | \$ - | 0.00% |
| 01192242 | 524031 | Equip Svc/Repair: Custodian | - | - | 917 | - | - | \$ - | 0.00% |
| 01192242 | 527030 | EQUIPMENT RENTAL/LEASE | - | 781 | - | - | - | \$ - | 0.00% |
| 01192242 | 527031 | EQUIP SVC/REPAIR: CUSTO | 939 | 1,882 | - | - | - | \$ - | 0.00% |
| 01192242 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192242 | 543010 | Building M&R Supplies | 8,711 | 4,168 | 16,033 | 9,376 | 10,548 | \$ 1,172 | 12.50% |
| 01192242 | 543060 | Custodial M&R Supplies | 5,884 | 4,732 | 4,741 | 9,376 | 10,548 | \$ 1,172 | 12.50% |
| 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 | 29,914 | 36,477 | 36,962.04 | 50,762 | 50,762 | \$ - | 0.00% |
| 01192246 | 521020 | Natural Gas | 268 | 4,412 | 187 | - | - | \$ - | 0.00% |
| 01192246 | 521030 | Fuel Oil | - | - | - | - | - | \$ - | 0.00% |
| 01192246 | 523010 | Water | 314 | 310 | 329 | 978 | 1,174 | \$ 196 | 20.00% |
| 01192246 | 523020 | Sewerage | 941 | 928 | 986 | 985 | 1,044 | \$ 59 | 6.00% |
| 01192246 | 524010 | Building Maintenance | 30,299 | 9,393 | 19,326 | 9,976 | 11,223 | \$ 1,247 | 12.50% |
| 01192246 | 524030 | Equipment Maintenance | - | - | - | - | - | \$ - | 0.00% |
| 01192246 | 524090 | Other Contractual Services | 1,074 | 6,502 | 9,412 | 17,937 | 18,834 | \$ 897 | 5.00% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 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 | 2,216 | 1,772 | 4,391 | 11,719 | 13,184 | \$ 1,465 | 12.50% |
| 01192246 | 543060 | Custodial M&R Supplies | 4,795 | 2,961 | 3,348 | 7,852 | 8,834 | \$ 982 | 12.50% |
| 01192247 | 521010 | Electricity | 897 | 1,147 | - | - | - | \$ - | 0.00% |
| 01192247 | 521020 | Natural Gas | - | - | - | - | - | \$ - | 0.00% |
| 01192247 | 523010 | Water | 61 | 64 | - | - | - | \$ - | 0.00% |
| 01192247 | 523020 | Sewerage | 164 | 180 | (830) | - | - | \$ - | 0.00% |
| 01192247 | 524010 | Building Maintenance | - | - | 830 | - | - | \$ - | 0.00% |
| 01192247 | 527030 | Equipment Rental/lease | - | - | - | - | - | \$ - | 0.00% |
| 01192247 | 527031 | Equip Svc/repair: Custodians | - | - | - | - | - | \$ - | 0.00% |
| 01192247 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192247 | 543010 | Building M&R Supplies | - | - | - | - | - | \$ - | 0.00% |
| 01192247 | 543060 | Custodial M&R Supplies | 299 | - | - | - | - | \$ - | 0.00% |
| 01192261 | 521010 | Electricity | 120,320 | 125,570 | 123,064.86 | 162,257 | 162,257 | \$ - | 0.00% |
| 01192261 | 521020 | Natural Gas | 25,255 | 26,339 | 44,744 | 28,585 | 30,014 | \$ 1,429 | 5.00% |
| 01192261 | 523010 | Water | 3,556 | 4,239 | 4,240 | 9,052 | 10,862 | \$ 1,810 | 20.00% |
| 01192261 | 523020 | Sewerage | 4,574 | 5,577 | 5,547 | 10,448 | 11,075 | \$ 627 | 6.00% |
| 01192261 | 524010 | Building Maintenance | 39,957 | 24,787 | 25,162 | 46,405 | 52,206 | \$ 5,801 | 12.50% |
| 01192261 | 524015 | Grounds Maintenance | - | 16,005 | 25,308 | - | - | \$ - | 0.00% |
| 01192261 | 529020 | Rubbish/Garbage Pickup | - | - | - | - | - | \$ - | 0.00% |
| 01192261 | 529050 | Recycled Materials Disposal | - | - | - | - | - | \$ - | 0.00% |
| 01192261 | 524030 | Equipment Maintenance | - | - | - | 1,742 | 1,829 | \$ 87 | 5.00% |
| 01192261 | 524031 | Maintenance - painting | - | - | - | 820 | 861 | \$ 41 | 5.00% |
| 01192261 | 524090 | Other Contractual Services | 25,400 | 17,955 | 2,322 | 26,124 | 27,430 | \$ 1,306 | 5.00% |
| 01192261 | 524091 | Other Contract Svcs: Custodian | 5,395 | 5,145 | 5,145 | 13,786 | 14,475 | \$ 689 | 5.00% |
| 01192261 | 524091 | Alarm Monitoring | - | - | 1,781 | - | - | \$ - | 0.00% |
| 01192261 | 527031 | Equip Svc/Repair: Custodian | 3,777 | 2,608 | 982 | 1,412 | 1,483 | \$ 71 | 5.00% |
| 01192261 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192261 | 543010 | Building M&R Supplies | 26,670 | 24,874 | 30,219 | 14,679 | 16,514 | \$ 1,835 | 12.50% |
| 01192261 | 543060 | Custodial M&R Supplies | 13,955 | 11,533 | 12,159 | 12,481 | 14,041 | \$ 1,560 | 12.50% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01192261 | 571011 | Travel-Mileage | - | - | - | - | - | \$ - | 0.00% |
| 01192261 | 578015 | Late Fees/Interest Charges | - | - | - | - | - | \$ - | 0.00% |
| 01192262 | 524032 | Maintenance - Carpet | - | - | 250 | - | - | \$ - | 0.00% |
| 01192262 | 524095 | Alarm Monitoring | - | - | 1,197 | - | - | \$ - | 0.00% |
| 01192263 | 529020 | Rubbish/Garbage Pickup | - | - | - | 2,260 | 2,373 | \$ 113 | 5.00% |
| 01192263 | 521010 | Electricity | 2,609 | 2,868 | 3,674.30 | 3,566 | 3,566 | \$ - | 0.00% |
| 01192263 | 521020 | Natural Gas | 1,206 | 3,829 | 4,105 | 5,037 | 5,289 | \$ 252 | 5.00% |
| 01192263 | 523010 | Water | - | - | - | 295 | 354 | \$ 59 | 20.00% |
| 01192263 | 523020 | Sewerage | 200 | 204 | 223 | 222 | 235 | \$ 13 | 6.00% |
| 01192263 | 524010 | Building Maintenance | 995 | 3,487 | 4,063 | - | - | \$ - | 0.00% |
| 01192263 | 524032 | Maintenance - Carpet | - | - | 300 | - | - | \$ - | 0.00% |
| 01192263 | 524090 | Other Contractual Services | - | - | 1,091 | - | - | \$ - | 0.00% |
| 01192263 | 524095 | Alarm Monitoring | - | - | 1,197 | - | - | \$ - | 0.00% |
| 01192263 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192263 | 543010 | Building M&R Supplies | - | 1,634 | - | - | - | \$ - | 0.00% |
| 01192275 | 521010 | Electricity | 19,595 | 20,194 | 20,945.77 | 14,152 | 14,152 | \$ - | 0.00% |
| 01192275 | 521020 | Natural Gas | 2,026 | 2,611 | 4,253 | 10,611 | 11,142 | \$ 531 | 5.00% |
| 01192275 | 521030 | Fuel Oil | - | - | - | - | - | \$ - | 0.00% |
| 01192275 | 523010 | Water | 505 | 632 | 713 | 1,474 | 1,769 | \$ 295 | 20.00% |
| 01192275 | 523020 | Sewerage | 685 | 913 | 1,058 | 2,434 | 2,580 | \$ 146 | 6.00% |
| 01192275 | 524010 | Building Maintenance | 17,592 | 10,957 | 10,070 | 14,079 | 15,839 | \$ 1,760 | 12.50% |
| 01192275 | 524015 | Grounds Maintenance | - | 6,102 | 9,462 | - | - | \$ - | 0.00% |
| 01192275 | 524030 | Equipment Maintenance | - | - | - | - | - | \$ - | 0.00% |
| 01192275 | 524090 | Other Contractual Services | - | - | 3,031 | 392 | 412 | \$ 20 | 5.00% |
| 01192275 | 524091 | Other Contract Svcs: Custodian | 845 | 844 | 845 | 827 | 868 | \$ 41 | 5.00% |
| 01192275 | 524095 | Alarm Monitoring | - | - | 2,189 | - | - | \$ - | 0.00% |
| 01192275 | 527030 | Equipment Rental/Lease | - | - | - | - | - | \$ - | 0.00% |
| 01192275 | 527031 | Equip Svc/Repair: Custodian | 2,911 | 1,672 | 2,318 | - | - | \$ - | 0.00% |
| 01192275 | 529020 | Rubbish/Garbage Pickup | - | - | - | - | - | \$ - | 0.00% |
| 01192275 | 529050 | Recycled Materials Disposal | - | - | - | - | - | \$ - | 0.00% |
| 01192275 | 542130 | Work Clothing | - | - | - | - | - | \$ - | 0.00% |
| 01192275 | 543010 | Building M&R Supplies | 1,580 | 3,463 | 19,971 | 1,495 | 1,682 | \$ 187 | 12.50% |
| 01192275 | 543060 | Custodial M&R Supplies | 5,046 | 2,321 | 4,335 | 4,688 | 5,274 | \$ 586 | 12.50% |

Facilities Management Department FY27 Operating Budget

| Org # | Obj | Account # 01-192 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------|--------|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| 01192285 | 530500 | Training and Development | 1,190 | 1,290 | - | 512 | 538 | \$ 26 | 5.00% |
| 01192285 | 534010 | Postage | - | - | - | 102 | 107 | \$ 5 | 5.00% |
| 01192285 | 534030 | Advertising - General | - | - | - | - | - | \$ - | 0.00% |
| 01192285 | 542010 | Office Supplies | 45 | 748 | 188 | 1,423 | 1,494 | \$ 71 | 5.00% |
| 01192285 | 549090 | Other Food Service Supplies | - | - | - | - | - | \$ - | 0.00% |
| 01192285 | 571010 | Travel - Mileage | 82 | - | 20 | - | - | \$ - | 0.00% |
| 01192285 | 583120 | Office Machine Replacement | - | - | - | 3,000 | 3,150 | \$ 150 | 5.00% |
| 01192240 | 521500 | Green Power Premium | - | - | - | - | - | \$ - | 0.00% |
| 01192200 | 524090 | Other Contractual Services | - | - | - | - | - | \$ - | 0.00% |
| Total Expenses | | | 3,402,690 | 3,524,645 | 4,164,238 | 4,477,682 | 4,699,021 | \$ 221,339 | 4.94% |
| 01192809 | 570000 | Encumbrances | | 108,764 | 46,520 | | | - | 0.00% |
| | | | | | | - | | | |
| Total Request | | | \$ 8,252,158 | \$ 8,715,898 | \$ 9,706,551 | \$10,255,705 | \$10,544,680 | \$ 288,975 | 2.82% |

Facilities Management Department FY27 Salaries

| | | | | | | | | | | | | FY27 RATE REQUEST*** | | | | | Facilities | | |
|----------|--------|------------------------|------------------------------------|-----------|--------------|-----|-----------|--------------------------------|--------------------------|------------------------------|-------------------|---------------------------|-----------------------------|----------------------|---------------|-----------------|--------------------------|---------------------|--|
| Org | Object | Employee Name | Title | Building | Hrs per week | FTE | Hrly Rate | FY26 Weekly Rate as of June 30 | FY26 Salary as of July 1 | Group - Step as of 6/30/2026 | Contract/Pay Plan | Hrly Starting Rate 7/1/26 | Weekly Starting Rate 7/1/26 | Step Adjustment Date | Adjusted Rate | Adjusted Weekly | Salary Request (Dept192) | Subtotal by Org/Obj | |
| 01192100 | 511010 | McDonough, Joseph | Director of Facilities | Admin | 35 | 1.0 | 108.06 | \$ 3,782.26 | 196,678 | A65C-0 | AMPP | 110.23 | \$ 3,857.91 | N/A | | | 201,382.70 | 201,383 | |
| 01192100 | 511130 | Hannigan, Sean | Project Manager | Admin | 35 | 1.0 | 61.77 | \$ 2,162.06 | 112,427 | A60J-0 | AMPP | 63.01 | \$ 2,205.30 | N/A | | | 115,116.64 | | |
| 01192100 | 511130 | Ponte, Nicholas | Custodial Service Manager | Admin | 35 | 1.0 | 58.02 | \$ 2,030.82 | 105,603 | A58K-0 | AMPP | 59.18 | \$ 2,071.44 | N/A | | | 108,128.93 | | |
| 01192100 | 511130 | Hebert, Allen | Operations Manager | Admin | 35 | 1.0 | 66.87 | \$ 2,340.48 | 121,705 | A59H-0 | AMPP | 68.21 | \$ 2,387.29 | N/A | | | 124,616.60 | | |
| 01192100 | 511130 | Andersen, Michael | Maintenance Manager | Admin | 35 | 1.0 | 61.27 | \$ 2,144.58 | 111,518 | A58L-0 | AMPP | 62.50 | \$ 2,187.47 | N/A | | | 114,185.99 | | |
| 01192100 | 511130 | Gagosian, Stephen | Design/Construction Manager | Admin | 35 | 1.0 | 83.12 | \$ 2,909.31 | 151,284 | A62H-0 | AMPP | 84.79 | \$ 2,967.49 | N/A | | | 154,903.22 | 616,951 | |
| 01192100 | 511300 | Gariepy, Danielle | Finance & Office Manager | Admin | 35 | 1.0 | 56.93 | \$ 1,992.57 | 103,614 | A57L-0 | AMPP | 58.07 | \$ 2,032.42 | N/A | | | 106,092.45 | 106,092 | |
| 01192100 | 511310 | Bond, Meghan | Administrative Assistant | Admin | 35 | 1.0 | 42.08 | \$ 1,472.80 | 76,586 | B5A-8 | B40S | 44.10 | \$ 1,543.67 | N/A | | | 80,579.47 | 80,579 | |
| 01192100 | 511370 | Yee, Beverly | Department Assistant | Admin | 35 | 1.0 | 36.71 | \$ 1,284.85 | 66,812 | B3A-10 | B40S | 38.47 | \$ 1,346.60 | | | | 70,292.73 | 70,293 | |
| 01192185 | 511130 | Elliott, Richard | Project Manager | Admin | 35 | 1.0 | 70.20 | \$ 2,457.06 | 127,767 | A60J-0 | AMPP | 71.61 | \$ 2,506.20 | | | | 130,823.68 | 130,824 | |
| 01192185 | 511130 | Remick, Glenn | Project Manager | Admin | 35 | 1.0 | 72.94 | \$ 2,553.00 | 132,756 | A60J-0 | AMPP | 74.40 | \$ 2,604.06 | | | | 135,932.01 | 135,932 | |
| 01192185 | 511370 | Yen, Lucy | Asst. Project Manager | Admin | 35 | 1.0 | 40.95 | \$ 1,433.25 | 74,529 | B5S-7 | B40S | 42.92 | \$ 1,502.20 | | | | 78,414.84 | 78,415 | |
| 01192100 | 511340 | Mio, Johnny | Mechanical Technician | Admin | 40 | 1.0 | 43.16 | \$ 1,726.40 | 89,773 | K23G-6 | KFAC | 43.16 | \$ 1,726.40 | | | | 90,118.08 | | |
| 01192100 | 511340 | Landers, Mark | Maintenance Craftsman | Admin | 40 | 1.0 | 43.16 | \$ 1,726.40 | 89,773 | K23F-6 | KFAC | 43.16 | \$ 1,726.40 | | | | 90,118.08 | | |
| 01192100 | 511340 | Neville, Daniel | Electrician | Admin | 40 | 1.0 | 43.16 | \$ 1,726.40 | 89,773 | K23D-6 | KFAC | 43.16 | \$ 1,726.40 | | | | 90,118.08 | | |
| 01192100 | 511340 | Hoffmann, Steven | HVAC/BAC Controls | Admin | 40 | 1.0 | 45.31 | \$ 1,812.40 | 94,245 | K24A-6 | KFAC | 45.31 | \$ 1,812.40 | | | | 94,607.28 | 364,962 | |
| 01192101 | 511330 | Santos, Peterson | Head Custodian | Town Hall | 40 | 1.0 | 27.24 | \$ 1,089.60 | 56,659 | K17B-1 | KFAC | 29.29 | \$ 1,171.60 | | | - | 61,157.52 | | |
| 01192101 | 511330 | Lys, Patrice | Custodian | Town Hall | 40 | 1.0 | 25.99 | \$ 1,039.60 | 54,059 | K15A-4 | KFAC | 25.99 | \$ 1,039.60 | 04/23/27 | 27.12 | 1,085 | 54,719.12 | 115,877 | |
| 01192102 | 511330 | Springsteen, Henry | Custodian | Police | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | - | 59,215.68 | | |
| 01192102 | 511330 | McDonald, Paul | Custodian | Police | 40 | 1.0 | 33.92 | \$ 1,356.80 | 70,554 | K17B-6 | KFAC | 33.92 | \$ 1,356.80 | | | - | 70,824.96 | 130,041 | |
| 01192107 | 511330 | Colleton, Ronald | Custodian | Warren | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,215.68 | | |
| 01192107 | 511330 | Martignetti, Alfred | Head Custodian | Warren | 40 | 1.0 | 33.92 | \$ 1,356.80 | 70,554 | K17B-6 | KFAC | 33.92 | \$ 1,356.80 | | | | 70,824.96 | | |
| 01192107 | 511330 | Regis, Kauan | Custodian | Warren | 12 | 0.3 | 24.42 | \$ 293.04 | 15,238 | B1A-2 | B40S | 24.91 | \$ 298.90 | | | | 15,602.62 | 145,643 | |
| 01192110 | 511330 | Groh, Ian | Custodian | PAWS | 20 | 0.5 | 28.36 | \$ 567.20 | 29,494 | K15A-6 | KFAC | 28.36 | \$ 567.20 | | | | 29,608 | 29,608 | |
| 01192111 | 511330 | Hurley, Robert | Head Custodian - Elementary School | Bates | 40 | 1.0 | 33.92 | \$ 1,356.80 | 70,554 | K17A-6 | KFAC | 33.92 | \$ 1,356.80 | | | - | 70,825 | | |
| 01192111 | 511330 | Alas Portillo, Eduardo | Custodian | Bates | 40 | 1.0 | 25.99 | \$ 1,039.60 | 54,059 | K15A-4 | KFAC | 25.99 | \$ 1,039.60 | 04/16/27 | 27.12 | 1,085 | 54,764 | | |
| 01192111 | 511330 | Perez Lara, Brian | Custodian | Bates | 19 | 0.5 | 24.42 | \$ 463.98 | 24,127 | B1A-2 | B40S | 24.91 | \$ 473.26 | | | | 24,704 | 150,293 | |
| 01192112 | 511330 | Drake, Cristina | Custodian | Fiske | 40 | 1.0 | 25.99 | \$ 1,039.60 | 54,059 | K15A-4 | KFAC | 25.99 | \$ 1,039.60 | 02/25/27 | 27.12 | 1,085 | 55,081 | | |
| 01192112 | 511330 | Foley, Mark | Head Custodian-Elementary | Fiske | 40 | 1.0 | 29.71 | \$ 1,188.40 | 61,797 | K17B-3 | KFAC | 33.45 | \$ 1,338.00 | | | - | 69,844 | | |
| 01192112 | 511330 | Groh, Ian | Custodian | Fiske | 20 | 0.5 | 28.36 | \$ 567.20 | 29,494 | K15A-6 | KFAC | 28.36 | \$ 567.20 | | | | 29,608 | 154,532 | |

Facilities Management Department FY27 Salaries

| | | | | | | | | | | | | | FY27 RATE REQUEST*** | | | | | Facilities | | |
|----------|--------|---------------------------|------------------------------------|-------------|--------------|-----|-----------|--------------------------------|--------------------------|------------------------------|-------------------|---------------------------|-----------------------------|----------------------|---------------|-----------------|--------------------------|---------------------|--|--|
| Org | Object | Employee Name | Title | Building | Hrs per week | FTE | Hrly Rate | FY26 Weekly Rate as of June 30 | FY26 Salary as of July 1 | Group - Step as of 6/30/2026 | Contract/Pay Plan | Hrly Starting Rate 7/1/26 | Weekly Starting Rate 7/1/26 | Step Adjustment Date | Adjusted Rate | Adjusted Weekly | Salary Request (Dept192) | Subtotal by Org/Obj | | |
| 01192113 | 511330 | Messit, Richard | Custodian | Hardy | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | - | 59,216 | | | |
| 01192117 | 511330 | Roy, Carlos | Custodian | Hardy | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | | | |
| 01192113 | 511330 | Regis, Paulo | Custodian | Hardy | 20 | 0.5 | 28.36 | \$ 567.20 | 29,494 | K15A-6 | KFAC | 28.36 | \$ 567.20 | | | | 29,608 | | | |
| 01192113 | 511330 | Gigliotti, Luigi | Head Custodian - Elementary School | Hardy | 40 | 1.0 | 33.92 | \$ 1,356.80 | 70,554 | K17B-6 | KFAC | 33.92 | \$ 1,356.80 | | | | 70,825 | 218,864 | | |
| 01192114 | 511330 | Wu, Chao | Custodian | Hunnewell | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | - | 59,216 | | | |
| 01192114 | 511330 | Perez, Francis | Custodian | Hunnewell | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | | | |
| 01192113 | 511330 | Regis, Paulo | Custodian | Hunnewell | 20 | 0.5 | 28.36 | \$ 567.20 | 29,494 | K15A-6 | KFAC | 28.36 | \$ 567.20 | | | | 29,608 | | | |
| 01192114 | 511330 | Leone, Dean | Head Custodian - Elementary School | Hunnewell | 40 | 1.0 | 31.05 | \$ 1,242.00 | 64,584 | K17B-4 | KFAC | 31.05 | \$ 1,242.00 | 08/03/26 | 32.48 | 1,299 | 67,555 | 215,594 | | |
| 01192115 | 511330 | Porter, Eric | Custodian | Sprague | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | | | |
| 01192115 | 511330 | Parmigiane, Roger | Custodian | Sprague | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | - | 59,216 | | | |
| 01192115 | 511330 | Grady, Scott | Head Custodian - Elementary School | Sprague | 40 | 1.0 | 33.92 | \$ 1,356.80 | 70,554 | K17A-6 | KFAC | 33.92 | \$ 1,356.80 | | | - | 70,825 | 189,256 | | |
| 01192116 | 511330 | Franco, Esbin | Custodian | Schofield | 40 | 1.0 | 27.12 | \$ 1,084.80 | 56,410 | K15A-5 | KFAC | 27.12 | \$ 1,084.80 | 05/06/27 | 28.36 | 1,134 | 57,023 | | | |
| 01192116 | 511330 | Burnham-Taylor, Scott | Head Custodian - Elementary School | Schofield | 40 | 1.0 | 33.92 | \$ 1,356.80 | 70,554 | K17B-6 | KFAC | 33.92 | \$ 1,356.80 | | | | 70,825 | 127,848 | | |
| 01192121 | 511330 | Barisano, Mark | Facility Supervisor-Middle School | MS | 40 | 1.0 | 38.44 | \$ 1,537.60 | 79,955 | K22A-6 | KFAC | 38.44 | \$ 1,537.60 | | | | 80,263 | | | |
| 01192121 | 511330 | Sandoval, Juan | Custodian | MS | 40 | 1.0 | 25.99 | \$ 1,039.60 | 54,059 | K15A-4 | KFAC | 25.99 | \$ 1,039.60 | 04/16/27 | 27.12 | 1,085 | 54,764 | | | |
| 01192121 | 511330 | Victor, Nikenson | Custodian | MS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | | | |
| 01192121 | 511330 | Smus, Joseph | Custodian Night Supervisor | MS | 40 | 1.0 | 33.92 | \$ 1,356.80 | 70,554 | K17A-6 | KFAC | 33.92 | \$ 1,356.80 | | | - | 70,825 | | | |
| 01192121 | 511330 | Mejia, Eric | Custodian | MS | 40 | 1.0 | 24.85 | \$ 994.00 | 51,688 | K15A-3 | KFAC | 24.85 | \$ 994.00 | 05/19/27 | 25.99 | 1,040 | 52,170 | | | |
| 01192121 | 511330 | Lavoie, Richard | Custodian | MS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | | | |
| 01192121 | 511330 | Slaughter, Edward | Custodian | MS | 40 | 1.0 | 24.85 | \$ 994.00 | 51,688 | K15A-3 | KFAC | 24.85 | \$ 994.00 | | | | 51,887 | | | |
| 01192121 | 511330 | Murray, David | Custodian | HS/MS Split | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | - | 59,216 | | | |
| 01192121 | 511330 | Peterson, Christopher | Custodian | MS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | | | |
| 01192121 | 511330 | Bailey, Daniel | Custodian | MS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | - | 59,216 | | | |
| 01192121 | 511330 | Mulero Rosario, Christian | Custodian | MS | 40 | 1.0 | 25.99 | \$ 1,039.60 | 54,059 | K15A-4 | KFAC | 27.12 | \$ 1,084.80 | | | - | 56,627 | 662,613 | | |
| 01192131 | 511330 | Vassiliadis, Antonios | Facility Supervisor | HS | 40 | 1.0 | 38.44 | \$ 1,537.60 | 79,955 | K22A-6 | KFAC | 38.44 | \$ 1,537.60 | | | - | 80,263 | | | |
| 01192131 | 511330 | Shanahan, Patrick | Custodian | HS | 40 | 1.0 | 27.12 | \$ 1,084.80 | 56,410 | K15A-5 | KFAC | 27.12 | \$ 1,084.80 | 08/06/26 | 28.36 | 1,134 | 58,958 | | | |
| 01192131 | 511330 | Masciari, Anthony | Custodian | HS | 40 | 1.0 | 24.85 | \$ 994.00 | 51,688 | K15A-3 | KFAC | 24.85 | \$ 994.00 | 04/20/27 | 25.99 | 1,040 | 52,361 | | | |
| 01192131 | 511330 | Cadigan, Christian | Custodian | HS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | | | |
| 01192131 | 511330 | Vacant | Custodian | HS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | - | 59,216 | | | |
| 01192131 | 511330 | Labite, Kyle | Custodian | HS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | - | 59,216 | | | |

Facilities Management Department FY27 Salaries

| | | | | | | | | | | | | FY27 RATE REQUEST*** | | | | | | Facilities | |
|----------|--------|---------------------|-----------------------|-----------------|--------------|-----|-----------|--------------------------------|--------------------------|------------------------------|-------------------|---------------------------|-----------------------------|----------------------|---------------|-----------------|--------------------------|---------------------|--|
| Org | Object | Employee Name | Title | Building | Hrs per week | FTE | Hrly Rate | FY26 Weekly Rate as of June 30 | FY26 Salary as of July 1 | Group - Step as of 6/30/2026 | Contract/Pay Plan | Hrly Starting Rate 7/1/26 | Weekly Starting Rate 7/1/26 | Step Adjustment Date | Adjusted Rate | Adjusted Weekly | Salary Request (Dept192) | Subtotal by Org/Obj | |
| 01192131 | 511330 | Flaherty, John | Custodian | HS | 40 | 1.0 | 27.12 | \$ 1,084.80 | 56,410 | K15A-5 | KFAC | 27.12 | \$ 1,084.80 | 09/29/26 | 28.36 | 1,134 | 58,591 | | |
| 01192131 | 511330 | Tobias, Telma | Custodian | HS | 40 | 1.0 | 27.12 | \$ 1,084.80 | 56,410 | K15A-5 | KFAC | 27.12 | \$ 1,084.80 | 04/30/27 | 28.36 | 1,134 | 57,073 | | |
| 01192131 | 511330 | Ruiz Vittini, Henry | Custodian | HS | 40 | 1.0 | 25.99 | \$ 1,039.60 | 54,059 | K15A-4 | KFAC | 25.99 | \$ 1,039.60 | 03/18/27 | 27.12 | 1,085 | 54,945 | | |
| 01192131 | 511330 | Casey, Thomas | Custodian | HS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | | |
| 01192131 | 511330 | Scafid, Jason | Night Supervisor | HS | 40 | 1.0 | 33.92 | \$ 1,356.80 | 70,554 | K17A-6 | KFAC | 33.92 | \$ 1,356.80 | | | | 70,825 | | |
| 01192131 | 511330 | Vacant | Custodian | HS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | 729,094 | |
| 01192132 | 511340 | Crehan, Thomas | Plumber | Field House | 40 | 1.0 | 43.16 | \$ 1,726.40 | 89,773 | K23C-6 | KFAC | 43.16 | \$ 1,726.40 | | | | 90,118 | | |
| 01192132 | 511340 | Lavoie, Frederick | Inventory/Equip. Tech | Field House | 40 | 1.0 | 35.30 | \$ 1,412.00 | 73,424 | K18A-6 | KFAC | 35.30 | \$ 1,412.00 | | | - | 73,706 | | |
| 01192132 | 511340 | Grant, Sherwin | HVAC Technician | Field House | 40 | 1.0 | 43.16 | \$ 1,726.40 | 89,773 | K23B-5 | KFAC | 43.16 | \$ 1,726.40 | | | | 90,118 | | |
| 01192132 | 511340 | Watkins, David | Electrician | Field House | 40 | 1.0 | 43.16 | \$ 1,726.40 | 89,773 | K23D-6 | KFAC | 43.16 | \$ 1,726.40 | | | | 90,118 | 344,061 | |
| 01192142 | 511330 | McMillen, Kevin | Custodian | DPW | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | | |
| 01192142 | 511330 | Castro Diaz, Dalila | Custodian | DPW | 40 | 1.0 | 25.99 | \$ 1,039.60 | 54,059 | K15A-4 | KFAC | 25.99 | \$ 1,039.60 | 02/28/27 | 27.12 | 1,085 | 55,063 | | |
| 01192147 | 511330 | Burgos, Moises | Facilities Supervisor | DPW | 20 | 1.0 | 37.60 | \$ 752.00 | 39,104 | K22A-5 | KFAC | 38.44 | \$ 768.80 | | | - | 40,131 | 154,410 | |
| 01192161 | 511330 | Perez Ventura, Jose | Facility Supervisor | Library | 40 | 1.0 | 32.32 | \$ 1,292.80 | 67,226 | L09B-3 | LLIB | 33.64 | \$ 1,345.60 | | | - | 70,240 | | |
| 01192161 | 511330 | Arango, John | Custodian | Library | 40 | 1.0 | 25.43 | \$ 1,017.20 | 52,894 | L40A-2 | LLIB | 25.43 | \$ 1,017.20 | 09/04/26 | 26.45 | 1,058 | 54,844 | | |
| 01192161 | 51330 | Tripp, Scott | Custodian | Library | 10 | 0.5 | 25.43 | \$ 254.30 | 13,224 | L40B-2 | LLIB | 25.43 | \$ 254.30 | | | | 13,274 | | |
| 01192161 | 51330 | Tripp, Scott | Custodian | Library-Sundays | 6 | | 38.15 | \$ 228.87 | 9,613 | L40B-2 | LLIB | 38.15 | \$ 228.87 | | | | 9,613 | | |
| 01192161 | 511330 | Collins, Julie | Custodian | Library | 15 | 0.4 | 27.51 | \$ 412.65 | 21,458 | L40B-4 | LLIB | 27.51 | \$ 412.65 | | | | 21,540 | 169,512 | |
| 01192163 | 511330 | Daniels, David | Custodian | Library (Hills) | 15 | 0.4 | 25.43 | \$ 381.45 | 19,835 | L40B-2 | LLIB | 26.45 | \$ 396.75 | | | | 20,710 | 20,710 | |
| 01192139 | 511330 | Coronado-Morales | Custodian | MS | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | | 59,216 | 59,216 | |
| 01192139 | 515060 | Vacant | Custodian, On Call | OC | | | 24.25 | \$ - | 2,000 | B44F-1 | B40S | 24.74 | \$ - | | | | 2,550 | | |
| 01192139 | 515060 | Vacant | Custodian, On Call | OC | | | 24.25 | \$ - | 2,000 | B44F-1 | B40S | 24.74 | \$ - | | | | 2,550 | 5,100 | |
| | | | | | | | | \$ - | - | | | | \$ - | | | | - | - | |

Facilities Management Department FY27 Salaries

| | | | | | | | | | | | | | FY27 RATE REQUEST*** | | | | | Facilities | |
|----------|--------|---------------------|-----------|----------------|--------------|-----|-----------|--------------------------------|--------------------------|------------------------------|-------------------|---------------------------|-----------------------------|----------------------|---------------|-----------------|--------------------------|---------------------|-----------|
| Org | Object | Employee Name | Title | Building | Hrs per week | FTE | Hrly Rate | FY26 Weekly Rate as of June 30 | FY26 Salary as of July 1 | Group - Step as of 6/30/2026 | Contract/Pay Plan | Hrly Starting Rate 7/1/26 | Weekly Starting Rate 7/1/26 | Step Adjustment Date | Adjusted Rate | Adjusted Weekly | Salary Request (Dept192) | Subtotal by Org/Obj | |
| 01192175 | 511330 | Cole, Dawnmarie | Custodian | Tolles-Parsons | 40 | 1.0 | 28.36 | \$ 1,134.40 | 58,989 | K15A-6 | KFAC | 28.36 | \$ 1,134.40 | | | - | 59,216 | 59,216 | |
| | 515050 | Longevity | | | | | | | | | | | | | | | 33,375 | | |
| | | Seasonal Custodians | | | | | | | | | | | | | | | 94,744 | | |
| | | Overtime | | | | | | | | | | | | | | | 248,526 | | |
| | | New Positions | | | | | | | | | | | | | | | - | | |
| | | Shift Differential | | | | | | | | | | | | | | | 2,096 | 378,741 | |
| | | | | | | | | | 5,377,540 | | | | | | | | | \$ 5,845,659 | 5,845,659 |



Town of Wellesley

FY2027 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------|--------|---------------------------------|--|-------------|-------------------|-------------------|-------------------|-------------------|---------------------|--------------------|
| 01198200 | 527010 | Annual Lease | Planning, ZBA, Building, and NRC relocated to 888 Worcester Street FY23 | \$ - | \$ 120,000 | \$ 120,000 | \$ 120,000 | \$ 120,000 | - | 0.00% |
| 01198200 | 523010 | Water | | - | 737 | 571 | 1,000 | 1,000 | - | 0.00% |
| 01198200 | 524030 | Equipment Maintenance Contracts | Maintenance for 1 copier | - | 1,129 | 898 | 4,000 | 4,000 | - | 0.00% |
| 01198200 | 542010 | Office Supplies | Centralized Office Supply Account for Land Use Departments- administered by Planning Board | - | 365 | 1,088 | 1,000 | 1,200 | 200 | 20.00% |
| 01198200 | 542020 | Copier Supplies | Centralized paper for all Land Use Department copiers, printers & faxes. | - | 765 | 1,522 | 2,500 | 2,700 | 200 | 8.00% |
| Total Expenses | | | | \$ - | \$ 122,995 | \$ 124,079 | \$ 128,500 | \$ 128,900 | 400 | 0.31% |



Town of *Wellesley*

FY2027 Budget Request

Council on Aging: Mission, Services & Priorities

Wellesley Council on Aging FY27 Tax Impact Budget Request

The Wellesley Council on Aging (COA) Board is pleased to present our FY27 Tax Impact Budget Request for \$653,368. According to the 2020 Federal Census, 6,280 residents aged 60 and above reside in Wellesley, totaling approximately 25% 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 is to:

- serve as the community resource for older adult residents (60+), their families, and caregivers,
- act as the primary advocate for Wellesley's older adults,
- provide comprehensive programs, social services, meal and transportation services, educational and fitness activities to enhance socializing opportunities and
- foster 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 from the Executive Office of Aging and Independence and various private entities. 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 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 eight part-time employees. In FY25 6,632 volunteer hours supported COA operations. On an annual basis, this would be equivalent to an additional four full-time employees. 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.



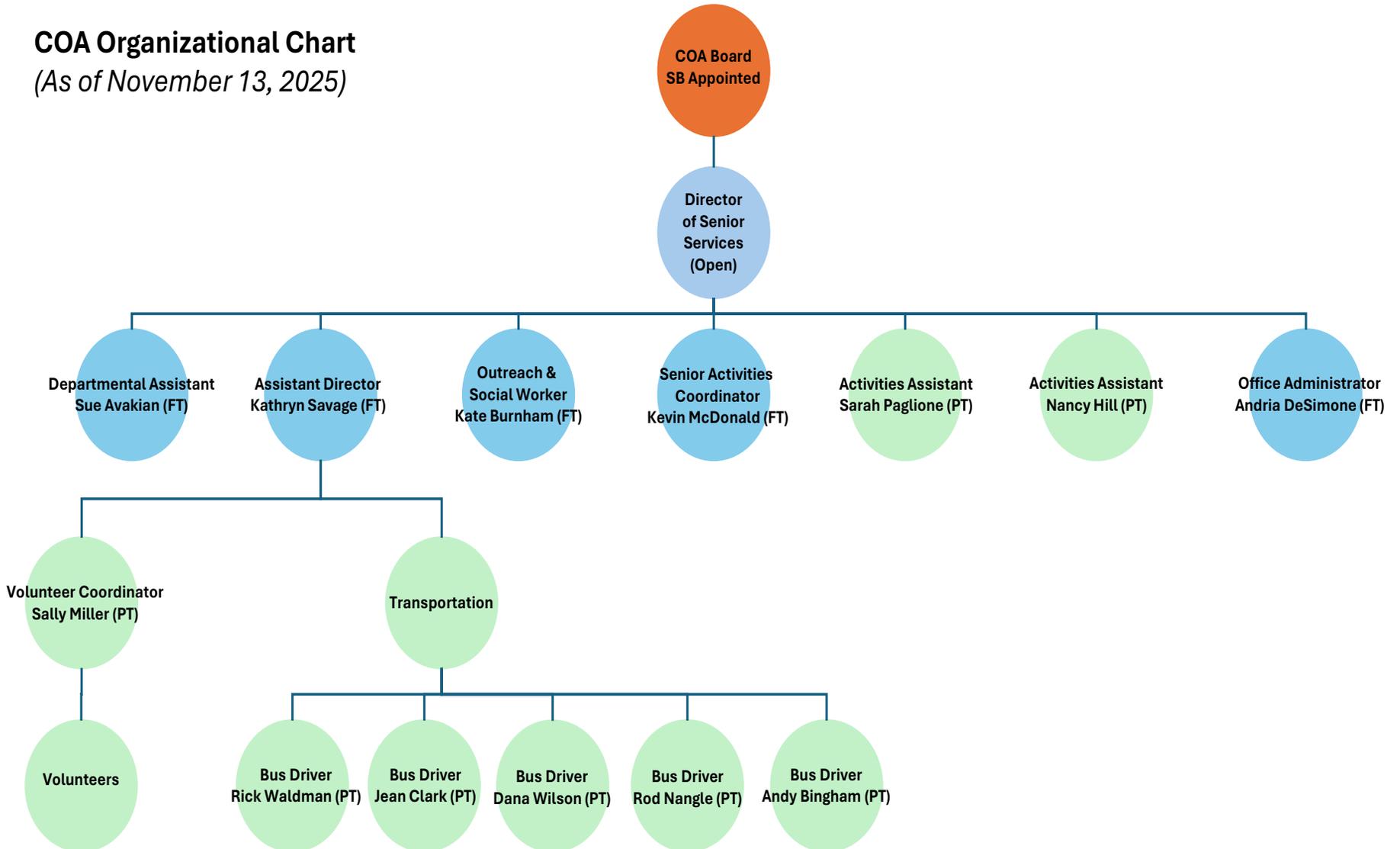
Town of *Wellesley*

FY2027 Budget Request

Council on Aging: Mission, Services & Priorities

COA Organizational Chart

(As of November 13, 2025)





Town of *Wellesley*

FY2027 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 been successful. We increased the number of part-time bus drivers to five to accommodate the growing transportation needs of our patrons. With additional bus drivers, we now provide four shopping trips per month. A comprehensive room utilization analysis showed room for more patrons to attend programs in the Multi-Purpose Room (75 vs. 50 patrons). We engaged UMASS Boston School of Gerontology to conduct a needs assessment of Wellesley's older adult population. A grant from the New Era Fund supported this effort.

During the past fiscal year, FY25, 1852 individuals attended the COA, 74.1% were Wellesley residents and 25.9% were from out of town. Our attendance in the first five months of FY26 is already 1158 individuals with a projected number of 2000 by year end. 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 adult 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 UMASS needs assessment, we will monitor the usage and other factors which will guide our future endeavors to expand services and programs to enrich the lives of all segments of the older adult community. Based on patron feedback, we are making appropriate additions and/or changes to programming. This will include more day trips, more local shopping trips, new strengthening exercise classes and a new variety of vendors to provide classes in art, cooking, educational, cultural, and health, as well as social events and musical performances.

Finally, the COA will continue to work with the Town to utilize the new commercial kitchen, which will allow for nutritionally balanced food programs, cooking demonstrations and socialization opportunities to better serve the senior community beginning in mid FY2026.

Long-Term Goals/Initiatives

The primary goal of the COA Board and staff will be to begin 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. The COA Board and staff anticipate the results of the UMass needs assessment will provide a foundation for the updated Strategic Plan.



Town of *Wellesley*

FY2027 Budget Request

Council on Aging: Mission, Services & Priorities

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. The COA has begun to research next steps in becoming designated as Age-Friendly by reaching out to other COA’s in the area, AARP and the National Council on Aging. 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 FY27 proposed **Personal Services Budget** is \$561,868 which is \$13,222 or 2.41% increase over FY26. The factors impacting the FY27 Personal Services Budget request are:

- The COLA 2% increases for all 40 Series employees
- Step increases for 40 Series employees
- The COLA 2% increases for all 50/60 series employees

Operating Expense Budget Summary

The FY27 expense budget request is \$91,500 which is \$2,650 or a 2.98% increase over FY26.

Line items decreased:

- Postage (\$300)
- Food - Departmental (\$2,650)

Line items increased:

- Equipment Maintenance (\$500)
- Other Professional Services (\$800)
- Printing and Mailing Expense (\$300)



Town of *Wellesley*

FY2027 Budget Request

Council on Aging: Mission, Services & Priorities

- Photocopying (\$700)
- Software Licenses (\$500)
- Office Supplies (\$500)
- Programs and Activities (\$500)
- In-state travel (mileage) (\$100)
- Conferences/Meetings Administrators (\$1,500)
- Dues – Administrators (\$200)

Capital Budget Summary

FY27-31 COA Capital request total is \$90,000.

FY27-1 \$10,000 Purchase of a Storage Unit/Shed for excess tables and chairs in the MPR. Current storage closet was reconfigured for TPC Kitchen and there is no place to safely and securely store tables and chairs.

FY27-2 \$10,000 Audio Visual System for the American Legion Room. The room currently does not have one and it is difficult to hear and see presentations in the American Legion Room

FY28 - \$20,000 Reconfigure office space to add more cubicles for staff

FY29 - \$15,000 Replace Fitness Equipment in Fitness Room

FY30 - \$15,000 replace outdoor patio furniture, patio cushions and storage bin

FY31 - \$20,000 Replace furniture in common areas and meeting rooms and build in projector for American Legion Room

Submitted by

COA Board: Judy Gertler, Chair; Peter Grape, Vice Chair; Pat Decker, Secretary; Patty Chen, Timothy Fulham, Bernard Horan, Margaret Lyne, Robert McCarthy, Corinne Monahan, Barbara Searle, Tina Wang

Kathryn Hand-Savage, Interim Director of Senior Services



Town of *Wellesley*

FY2027 Budget Request

Council on Aging Operating Request

Department: 541

Department Head: Kathryn Hand Savage, COA Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-------------------------------|
| Personal Services | | | | | | | |
| Full Time | 298,069 | 395,497 | 414,729 | 458,448 | 472,784 | \$ 14,336 | 3.13% |
| Part Time | 84,132 | 77,733 | 106,242 | 132,798 | 137,816 | \$ 5,018 | 3.78% |
| Grant Offsets | (52,600) | (42,600) | (42,600) | (42,600) | (48,732) | \$ (6,132) | 14.39% |
| Subtotal, Personal Services | 329,602 | 430,630 | 478,372 | 548,646 | 561,868 | \$ 13,222 | 2.41% |
| Expenses | 70,410 | 72,591 | 66,503 | 88,850 | 91,500 | \$ 2,650 | 2.98% |
| Encumbered Expended | - | - | 10,833 | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 70,410 | 72,591 | 77,337 | 88,850 | 91,500 | 2,650 | 2.98% |
| TOTAL | \$ 400,012 | \$ 503,220 | \$ 555,709 | \$ 637,496 | \$ 653,368 | 15,872 | 2.49% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | 0.0 | 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 | 0.54 | 0.54 | 0.54 |
| Dept. Assistant (35 hrs./wk.) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 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 | 0.29 | 0.29 | 0.29 |
| Bus Driver C (9 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 |
| On-call Bus Driver (0 hr./wk.) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Number of Positions | 8.3 | 8.3 | 8.6 | 8.6 | 8.6 |

Council On Aging - FY27 Operating Budget Request

| Org | Object | Account # 01-541 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|---------------------------------|--------|-----------------------------------|--|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| <u>PERSONAL SERVICES</u> | | | | | | | | | | |
| 01541100 | 511010 | Senior Administrator | Director of Senior Services | 115,349 | 144,581 | 110,087 | 110,857 | 113,074 | \$ 2,217 | 2.00% |
| 01541100 | 511015 | Senior Accounting Clerk | Assistant Director of Senior Services New hired at mid-point 8/26/2024 | 22,074 | 45,275 | 64,284 | 82,973 | 84,632 | \$ 1,659 | 2.00% |
| 01541100 | 511220 | Other Professionals | Health & Social Services Administrator | 29,458 | 54,229 | 78,169 | 80,529 | 82,141 | \$ 1,611 | 2.00% |
| 01541100 | 511370 | Clerical | Office Administrator, Senior Activities Coordinator; Departmental Assistant | 131,188 | 151,412 | 162,189 | 184,089 | 192,937 | \$ 8,848 | 4.81% |
| 01541100 | 512290 | Part-time | Activities Assistant, Volunteer Coordinator | 58,289 | 46,484 | 68,091 | 86,386 | 89,085 | \$ 2,699 | 3.12% |
| 01541100 | 512020 | Temporary Labor | Summer Interns | - | - | - | - | - | | |
| 01541100 | 512490 | Coverage for HHSA | Coverage for HHS Admin | - | - | | | | | 0.00% |
| 01541100 | 511360 | Transportation Wages | 5 Bus Drivers | 25,843 | 31,249 | 38,151 | 46,412 | 48,732 | \$ 2,320 | 5.00% |
| 01541100 | 569500 | Offsetting Grants | EOEA, Eastern Development | (52,600) | (42,600) | (42,600) | (42,600) | (48,732) | \$ (6,132) | 14.39% |
| | | | PERSONAL SERVICES SUBTOTAL | 329,602 | 430,630 | 478,372 | 548,646 | 561,868 | \$ 13,222 | 2.41% |
| <u>EXPENSES</u> | | | | | | | | | | |
| 01541200 | 524020 | Vehicle Maintenance | Vehicle Maintenance | 8 | \$ 2,086 | \$ 3,999 | \$ 3,500 | \$ 3,500 | \$ - | 0.00% |
| 01541200 | 524030 | Equipment Maintenance | Senior Registration Program hardware, upgrades | 3,159 | \$ 331 | \$ 870 | \$ 2,000 | \$ 2,500 | \$ 500 | 25.00% |
| 01541200 | 524050 | Computer Equipment Maintenance | Office Technology Needs outside scope of Town | - | \$ 2,055 | \$ 2,208 | \$ 2,500 | \$ 2,500 | \$ - | 0.00% |
| 01541200 | 530500 | Training & Development | Staff Professional Development Opportunities - | 298 | \$ 2,784 | \$ 2,321 | \$ 3,500 | \$ 3,500 | \$ - | 0.00% |
| 01541200 | 530900 | Other Professional Services | Heavy duty TPC kitchen cleaning 1x/month - \$195/mo + 3 special | 7,710 | \$ 332 | \$ 1,465 | \$ 2,000 | \$ 2,800 | \$ 800 | 40.00% |
| 01541200 | 534010 | Postage | General postage-doesn't include newsletter | 507 | \$ 2,196 | \$ 545 | \$ 1,000 | \$ 700 | \$ (300) | -30.00% |
| 01541200 | 534020 | Telephone | Cell phones (SW, Bus, Director, Activities)-\$225/month, 4 POTS | 2,030 | \$ 6,877 | \$ 2,343 | \$ 4,000 | \$ 4,000 | \$ - | 0.00% |
| 01541200 | 534040 | Printing and Mailing Expense | Newsletter mailings to households 60+ 6X/year (approx. \$1900/ mailing) | 15,303 | \$ 9,217 | \$ 12,347 | \$ 13,200 | \$ 13,500 | \$ 300 | 2.27% |
| 01541200 | 534055 | Cable and Internet | Monthly Hulu -\$80/month, Netflix | 1,200 | \$ 1,302 | \$ 331 | \$ 1,000 | \$ 1,000 | \$ - | 0.00% |

Council On Aging - FY27 Operating Budget Request

| Org | Object | Account # 01-541 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|--|--|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| 01541200 | 534060 | Photocopying | Ink, toner, paper, repairs | 1,943 | \$ 2,177 | \$ 2,880 | \$ 2,500 | \$ 3,200 | \$ 700 | 28.00% |
| 01541200 | 534080 | Software Licenses | MySeniorCenter, Assisted Rides, InDesign, Adobe, Doodle, Hyzine, Zoom 2 accounts | 5,528 | \$ 3,647 | \$ 5,172 | \$ 5,000 | \$ 5,500 | \$ 500 | 10.00% |
| 01541200 | 541010 | Public Transportation | Gasoline | 2,791 | \$ 2,956 | \$ 2,857 | \$ 3,500 | \$ 3,500 | \$ - | 0.00% |
| 01541200 | 542010 | Office Supplies | Office Supplies, Sanitizer wipes gym & MPR | 3,260 | \$ 4,918 | \$ 3,366 | \$ 4,000 | \$ 4,500 | \$ 500 | 12.50% |
| 01541200 | 543040 | Equipment Maintenance /Repair Supplies | TPC kitchen equipment; fitness center equipment annual maintenance/repair | 1,915 | \$ 4,803 | \$ 3,013 | \$ 5,000 | \$ 5,000 | \$ - | 0.00% |
| 01541200 | 549050 | Food - Departmental | Kitchen Programming/ Equipment | - | \$ - | | \$ 6,850 | \$ 4,200 | \$ (2,650) | -38.69% |
| 01541200 | 557010 | Programs and Activities | Program costs, presenter fees, subscription fees, and supplies | 20,563 | \$ 24,638 | \$ 20,917 | \$ 26,000 | \$ 26,500 | \$ 500 | 1.92% |
| 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 | - | \$ 14 | \$ 112 | \$ 200 | \$ 300 | \$ 100 | 50.00% |
| 01541200 | 571110 | Conferences/Meetings Administrators | Conference Fees | 37 | \$ - | \$ - | \$ - | \$ 1,500 | \$ 1,500 | 0.00% |
| 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 | \$ 1,507 | \$ 1,758 | \$ 1,900 | \$ 2,100 | \$ 200 | 10.53% |
| 01541200 | 583120 | Machine Replacement | | 2,856 | \$ - | | | \$ - | \$ - | 0.00% |
| | | | Summary | | | | | | \$ - | 0.00% |
| | | | EXPENSE SUBTOTAL | 70,410 | 72,591 | 66,503 | 88,850 | 91,500 | \$ 2,650 | 2.98% |
| | 570000 | Other Charges & Expenses | Encumbered expenses from prior fiscal year | \$ - | \$ - | \$ 10,833 | | \$ - | \$ - | 0.00% |
| | | | DEPARTMENT TOTAL | \$ 400,012 | \$ 503,220 | \$ 555,709 | \$ 637,496 | \$ 653,368 | \$ 15,872 | 2.49% |

| Council On Aging - FY27 Operating Budget Request - Salaries | | | | | | | |
|---|-------------------------------|-------------------|---------------------------------|----------------------------|------------------|----------|----------------------|
| Council On Aging - FY27 Operating Budget Request - Salaries | | FY27 RATE REQUEST | | | | | Total Budget Request |
| Job Title Employee Name | FY26 Rate as of 6/30/26 | Group - Step | FY27 Starting Rate 7/1/26 | Step Adjustment Date | Adjusted Rate | Offsets | |
| Director of Senior Services Vacant | \$ 2,123.70 | A13 | \$ 2,166.17 | | | | 113,074 |
| Assistant Director of Senior Services Kathryn Hand-Savage | \$ 1,589.51 | A9 | \$ 1,621.30 | | | | 84,632 |
| Health & Social Services Administrator Kathryn Burnham (DOH 1/27/16) | \$ 1,542.72 | A7 | \$ 1,573.57 | | | | 82,141 |
| Office Administrator Andria DeSimone (DOH 9/24/19) | \$ 1,357.65 | B5-5 | \$ 1,384.80 | 9/24/2026 B5-6 | 1,423.00 | | 73,815 |
| Senior Activities Coordinator Kevin McDonald (DOH 11/30/22) | \$ 1,251.60 | B5-2 | \$ 1,276.63 | 9/14/2026 B5-3 | 1,311.62 | | 68,096 |
| Activities Assistant - 19 hrs/wk Sarah Paglione (DOH 03/20) | \$ 496.85 | B2-1 | \$ 506.79 | | | | 26,454 |
| Activities Assistant B - 19 hrs/wk Nancy Hill | \$ 496.85 | B2-1 | \$ 506.79 | | | | 26,454 |
| Departmental Assistant - 35 hrs/wk Susan Avakian | \$ 940.45 | B2-2 | \$ 959.26 | 10/19/2026 B2-3 | 985.32 | | 51,027 |
| Volunteer Coordinator - 19 hrs/wk Sally Miller | \$ 679.44 | B5-2 | \$ 693.03 | | | | 36,176 |
| Bus Driver A - 7 hrs/wk Jean Clark | \$ 183.05 | B2-1 | \$ 186.71 | | | | 9,746 |
| Bus Driver B - 7 hrs/wk Richard Waldman | \$ 183.05 | B2-1 | \$ 186.71 | | | | 9,746 |
| Bus Driver C - 7 hrs/wk Frank Wilson | \$ 183.05 | B2-1 | \$ 186.71 | | | | 9,746 |
| Bus Driver D - 7 hrs/wk -Rod Nangle | \$ 183.05 | B2-1 | \$ 186.71 | | | | 9,746 |
| Bus Driver E - 7 hrs/wk -Andrew Bigham | \$ 183.05 | B2-1 | \$ 186.71 | | | | 9,746 |
| EOAI Grant | | | | | | (48,732) | (48,732) |
| Total Salary | | | | | | | \$ 561,868 |

*Note: FY27 is based on 52.2 weeks

Assumptions:

| | | |
|---------------------|-------|--------|
| H-Table increase | 2.00% | 1.0200 |
| S-Table increase | 2.00% | 1.0200 |
| Part timers | | |
| Pay weeks in FY27 = | 52.2 | |



Town of *Wellesley*
FY2027 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 2027 include the continuation of the following:

- **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 Town of Wellesley Departments. I would like highlight that the Youth Commission has chosen to utilize the 3% expensive guideline increase specifically for this program, going above the 2% personnel recommended guideline. However, this line item falls under personnel but is a significant program for the Youth Commission. Green Shirts not only provide youth employment opportunities but supports gaps in service during the summer months for Town Departments that rely on volunteers during the school year but are unavailable in the summer.
- **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.

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



Town of Wellesley

FY2027 Budget Request

Youth Commission Operating Request

Department: 542

Department Head: Maura Renzella, Youth Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|---------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 84,979 | \$ 89,109 | \$ 94,164 | \$ 102,583 | \$ 104,635 | \$ 2,052 | 2.00% |
| Student Intern | 8,564 | 8,329 | 7,871 | 9,344 | 9,624 | \$ 280 | 3.00% |
| Subtotal, Personal Services | 93,543 | 97,438 | 102,035 | 111,927 | 114,259 | \$ 2,332 | 2.08% |
| Expenses | 12,505 | 10,856 | 11,253 | 17,090 | 17,090 | \$ - | 0.00% |
| Encumbered Expenses | - | 5,895 | - | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 12,505 | 16,752 | 11,253 | 17,090 | 17,090 | - | 0.00% |
| TOTAL TAX IMPACT | \$ 106,048 | \$ 114,190 | \$ 113,289 | \$ 129,017 | \$ 131,349 | \$ 2,332 | 1.81% |
| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|-----------------------------------|---|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01542100 | 511010 | Senior Administrator | Salary for the Youth Director | \$ 84,979 | \$ 89,109 | \$ 94,164 | \$ 102,583 | \$ 104,635 | \$ 2,052 | 2.00% |
| 01542100 | 512020 | Student Intern/ temp | Funds for Youth Commission temporary help or intern. | 8,564 | 8,329 | 7,871 | 9,344 | 9,624 | \$ 280 | 3.00% |
| | | | PERSONAL SERVICES SUBTOTAL | 93,543 | 97,438 | 102,035 | 111,927 | 114,259 | \$ 2,332 | 2.08% |
| 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 | - | 50 | 50 | \$ - | 0.00% |
| 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 | 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 | 11,697 | 10,571 | 11,078 | 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 | | 150 | 150 | 175 | 200 | 200 | \$ - | 0.00% |
| | | | EXPENSES SUBTOTAL | 12,505 | 10,856 | 11,253 | 17,090 | 17,090 | \$ - | 0.00% |
| | 570000 | Other Charges & Expenses | Encumbered Expenses from Prior Year | | 5,895 | | | | \$ - | 0.00% |
| | | | DEPARTMENT TOTAL | \$ 106,048 | \$ 114,190 | \$ 113,289 | \$ 129,017 | \$ 131,349 | \$ 2,332 | 1.81% |

Youth Commission Operating Request

| Youth Commission Operating Request | | | | | | |
|--|-------------------------------|--------------|----------------------------|----------------------|------------------------|-------------------------|
| Job Title Employee Name | FY26 Rate as of 6/30/26 | Group - Step | FY27 RATE REQUEST | | | Total Budget Request |
| | | | FY27 Starting 7/1/26 | Step Adjustment Date | Adjusted Rate | |
| Maura Renzella Youth Director | \$ 1,965.20 | A12 | \$ 2,004.50 | N/A | N/A | 104,635 |
| Student Intern/Temporary | | | | | | 9,624 |
| | | | | | Total Salary \$ | 114,259 |
| *Note: FY27 Salary is based on a 52.2 week year. | | | | | | |



Town of Wellesley

FY2027 Budget Request

West Suburban Veterans District Operating Request

Department: 543

Department Head: Daniel O'Neill, Director of Veteran's Services

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Change FY26-27 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|-------------------------|
| Personal Services | | | | | | | |
| District Administrator & P/T Staff | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 0.00% |
| Subtotal, Personal Services | - | - | - | - | - | - | 0.00% |
| Expenses | 61,791 | 113,701 | 69,593 | 85,264 | 89,306 | \$ 4,042 | 4.74% |
| Encumbered Expenses | - | - | - | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 61,791 | 113,701 | 69,593 | 85,264 | 89,306 | 4,042 | 4.74% |
| Total | 61,791 | 113,701 | 69,593 | 85,264 | 89,306 | 4,042 | 4.74% |
| TOTAL TAX IMPACT | \$ 61,791 | \$ 113,701 | \$ 69,593 | \$ 85,264 | \$ 89,306 | \$ 4,042 | 4.74% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | 0.5 | 0.5 | 0.5 |
| Total Number of Positions ¹ | 2.60 | 2.60 | 2.50 | 2.50 | 2.50 |

¹ Payroll flows through Veterans' District

West Suburban Veterans District Operating Request

| Org | Object | Account # 01-543 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------|--------|---|------------------|-------------------|------------------|------------------|------------------|------------------------|-----------------------|
| EXPENSES | | | | | | | | | |
| 01543200 | 577010 | Ordinary Veterans Benefits ¹ | - | 43,000 | - | 10,000 | 10,000 | \$ - | 0.00% |
| 01543200 | 569555 | Veteran's District Assessment | 61,791 | 70,701 | 69,593 | 75,264 | 79,306 | \$ 4,042 | 5.37% |
| | | EXPENSE SUBTOTAL | 61,791 | 113,701 | 69,593 | 85,264 | 89,306 | \$ 4,042 | 4.74% |
| | | 570000 Other Charges & Expenses | - | | | | | \$ - | 0.00% |
| | | DEPARTMENT TOTAL | \$ 61,791 | \$ 113,701 | \$ 69,593 | \$ 85,264 | \$ 89,306 | \$ 4,042 | 4.74% |

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



Town of Wellesley

FY2027 Budget Request

Law Department Operating Request

Department: 151

Department Head: Meghan Jop, Executive Director

The Law budget funds all general legal services required by Town boards, committees, and departments. This includes routine legal advice; preparation and review of contracts, policies, and bylaws; attendance at Town Meetings, Select Board meetings, and other governmental meetings; and ongoing telephone, email, and office consultations.

The budget also supports Labor Counsel services, including collective bargaining, grievance and arbitration matters, personnel investigations, and advice related to employee relations, employment practices, and compliance with state and federal labor laws.

In addition, the Law budget provides for the use of Special Counsel when specialized expertise is required—such as land use, environmental, real estate, procurement, tax title, or litigation support. Funding also covers associated legal expenses including court and filing fees, recording fees, transcripts, document production, copying and research charges, and expert witness services.

| DEPARTMENT EXPENDITURES | | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|--------------------|
| Org | Object | | | | | | | |
| 01151200 | 530100 Legal Services | 486,979 | 294,113 | 436,629 | 480,000 | 490,000 | 10,000 | 2.08% |
| | Encumbered expenses from prior fiscal year | - | 39,000 | 40,800 | | | - | 0.00% |
| TOTAL Expense | | \$ 486,979 | \$ 333,113 | \$ 477,429 | \$ 480,000 | \$ 490,000 | 10,000 | 2.08% |



Town of *Wellesley*

FY2027 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 | | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-------------------------|----------------------|-------------|-------------|-------------|-------------|--------------|---------------------|--------------------|
| Org | Object | | | | | | | |
| 14582430 | 521010 Expense Total | \$ 130,368 | \$ 131,223 | \$ 121,794 | \$ 142,000 | \$ 142,000 | \$ - | 0.00% |



Town of Wellesley

FY2027 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|---|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01945200 | 517010 | Medical Expense | \$ 95 | \$ 1,719 | \$ 9,400 | \$ 3,100 | \$ 3,100 | \$ - | 0.00% |
| 01945200 | 530900 | Other Professional Services | - | - | - | - | - | \$ - | - |
| 01945200 | 574010 | Comprehensive Liability Insurance Premium | \$ 777,471 | \$ 836,112 | \$ 838,141 | \$ 1,065,042 | \$ 1,069,000 | \$ 3,958 | 0.37% |
| 01945200 | 574011 | Rewards Credit | \$ (31,776) | \$ (29,455) | \$ - | \$ (26,000) | \$ (25,000) | \$ 1,000 | -3.85% |
| 01945200 | 574012 | Early Pay Discount | \$ (19,403) | \$ (20,903) | \$ - | \$ (20,000) | \$ (20,000) | \$ - | 0.00% |
| 01945200 | 574013 | Endorsements | \$ 1,200 | \$ - | \$ - | \$ 30,000 | \$ 30,000 | \$ - | 0.00% |
| 01945200 | 574014 | Endorsement Credit/Participation Credit | \$ (44,468) | \$ (30,121) | \$ 6,497 | \$ (22,000) | \$ (22,000) | \$ - | 0.00% |
| 01945200 | 574015 | Enterprise Allocation (Water, Sewer, MLP) | (146,781) | (153,555) | (150,783) | (165,000) | (165,000) | \$ - | 0.00% |
| 01945200 | 574016 | Insurance Deductibles | 54,247 | 4,617 | 42,218 | 30,000 | 50,000 | \$ 20,000 | 66.67% |
| 01945200 | 574018 | Notary Insurance | 1,101 | 1,101 | 2,227 | 1,150 | 1,200 | \$ 50 | 4.35% |
| 01945200 | 574090 | Other Liability Insurance | 7,478 | 10,584 | 11,829 | 10,000 | 12,000 | \$ 2,000 | 20.00% |
| 01945200 | 574096 | Other Liability Insurance - Weston Rd | 3,195 | - | - | 4,300 | 4,300 | \$ - | 0.00% |
| | | | 602,359 | 620,099 | 759,529 | 910,592 | 937,600 | \$ 27,008 | 2.97% |
| | 570000 | Encumbrances | - | - | - | - | - | \$ - | - |
| | | | 602,359 | 620,099 | 759,529 | 910,592 | 937,600 | \$ 27,008 | 2.97% |
| 01211200 | 530900 | Injured on Duty-Police & Fire Accident Policy | \$ 70,755 | \$ 73,987 | \$ 78,130 | \$ 100,000 | \$ 100,000 | \$ - | 0.00% |



Town of *Wellesley*
FY2027 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 FY27 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 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 72 new petitions were filed during FY26.



Town of *Wellesley*

FY2027 Budget Request

Zoning Board of Appeals Operating Request

Department: 176
 Department Head: Lenore Mahoney

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|---------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 60,871 | \$ 63,737 | \$ 67,488 | \$ 73,505 | \$ 77,038 | \$ 3,532 | 4.81% |
| Part Time | \$ 17,586 | \$ 18,359 | \$ 6,958 | \$ 21,548 | \$ 21,548 | \$ (0) | 0.00% |
| Overtime | \$ - | \$ - | \$ - | \$ 1,000 | \$ 1,000 | \$ - | 0.00% |
| Longevity | \$ - | \$ - | \$ - | \$ 700 | \$ 700 | \$ - | 0.00% |
| Subtotal, Personal Services | 78,458 | 82,096 | 74,447 | 96,753 | 100,286 | 3,532 | 3.65% |
| Expenses | 6,078 | 6,837 | 6,702 | 9,430 | 10,030 | 600 | 6.36% |
| Encumbrances | - | 192 | 94 | - | - | - | 0.00% |
| Subtotal, Expenses | 6,078 | 7,028 | 6,797 | 9,430 | 10,030 | 600 | 6.36% |
| TOTAL | \$ 84,536 | \$ 89,124 | \$ 81,243 | \$ 106,183 | \$ 110,316 | \$ 4,132 | 3.89% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------------------|--------|-----------------------------------|---|------------------|------------------|------------------|-------------------|-------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01176100 | 511220 | Other Professional Staff | Salary for Executive Secretary | \$ 60,871 | \$ 63,737 | \$ 67,488 | \$ 73,505 | \$ 77,038 | \$ 3,532 | 4.81% |
| 01176100 | 511420 | Other Support Staff | Vacant - 19hrs week Support Staffer | \$ 17,586 | \$ 18,359 | \$ 6,958 | \$ 21,548 | \$ 21,548 | \$ (0) | 0.00% |
| 01176100 | 513120 | Scheduled Overtime | Overtime for Executive Secretary | \$ - | \$ - | \$ - | \$ 1,000 | \$ 1,000 | \$ - | 0.00% |
| 01176100 | 515050 | Longevity | Longevity for Executive Secretary | \$ - | \$ - | \$ - | \$ 700 | \$ 700 | \$ - | 0.00% |
| PERSONAL SERVICES SUBTOTAL | | | | 78,458 | 82,096 | 74,447 | 96,753 | 100,286 | \$ 3,532 | 3.65% |
| EXPENSES | | | | | | | | | | |
| 01176200 | 524030 | Equipment Maintenance | | 524 | - | - | - | | \$ - | 0% |
| 01176200 | 534010 | Postage | Mailing of Notices, Decisions, General Correspondence | 1,682 | 3,500 | 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. | 1,961 | 1,991 | 1,636 | 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; | 1,680 | 805 | 1,322 | 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 | 230 | 540 | 245 | 540 | 1,140 | \$ 600 | 111.11% |
| 01176200 | 583120 | Office Machine Replacement | | - | - | - | 1,250 | 1,250 | \$ - | 0.00% |
| | | | | - | | | | | \$ - | 0% |
| EXPENSE SUBTOTAL | | | | 6,078 | 6,837 | 6,702 | 9,430 | 10,030 | \$ 600 | 6.36% |
| | 570000 | Other Charges & Expenses | Encumbered expenses from prior fiscal year | - | 192 | 94 | - | | \$ - | 0% |
| DEPARTMENT TOTAL | | | | \$ 84,536 | \$ 89,124 | \$ 81,243 | \$ 106,183 | \$ 110,316 | \$ 4,132 | 3.89% |

Zoning Board of Appeals Operating Request

| Job Title Employee Name | FY26 Rate as of 6/30/2026 | FY27 RATE REQUEST | | | | Total Budget Request FY27 |
|--|---------------------------------|-------------------|---------------------------------|----------------------|---------------|---------------------------------|
| | | Group - Step | FY27 Starting Rate 7/1/26 | Step Adjustment Date | Adjusted Rate | |
| Lenore R. Mahoney Executive Secretary | \$ 1,424.50 | B6-2 | \$ 1,452.99 | 12/4/2026 | \$ 1,492.97 | 77,038 |
| 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 |
| Longevity | \$ 700.00 | | \$ 700.00 | | | 700 |
| Overtime for Executory Secretary | 1000 | | \$ 1,000.00 | | | 1,000 |

Total Salary \$ 100,286

*Note: FY27 Salary is based on 52.2 weeks

H-Table increase 2.0% 1.020
 Pay periods in FY27= 52.2



Town of Wellesley

FY2027 Budget Request

Select Board Appointed Committees Operating Request

| Org | Object | Committee | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|--------------------------|---|--------------|--------------|--------------|---------------|---------------|---------------------|--------------------|
| 01180200 | 534040 | Affordable Housing Trust | Postage, printing, and photocopying costs. | 3,915 | 4,385 | 4,400 | 6,500 | 6,500 | \$ - | 0.00% |
| | | | Subtotal Affordable Housing Trust | 3,915 | 4,385 | 4,400 | 6,500 | 6,500 | \$ - | 0.00% |
| 01691200 | 557010 | Historical Commission | Programs & Activities | 421 | 478 | 226 | 750 | 750 | \$ - | 0.00% |
| | | | Subtotal Historical Commission * | 421 | 478 | 226 | 750 | 750 | \$ - | 0.00% |
| 01692200 | 557010 | Celebrations Committee | Funds provide for the Town's contribution to the Celebration's Committee activities. | 4,700 | 7,500 | 7,500 | 20,000 | 20,600 | \$ 600 | 3.00% |
| | | | Subtotal Celebrations Committee | 4,700 | 7,500 | 7,500 | 20,000 | 20,600 | \$ 600 | 3.00% |
| 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 | 3,425 | 3,272 | 3,450 | 3,450 | 3,519 | \$ 69 | 2.00% |
| 01693200 | 557010 | Memorial Day | Stipend for Graves Officer | 2,500 | 2,500 | 2,500 | 2,500 | 2,550 | \$ 50 | 2.00% |
| | | | Subtotal Memorial Day | 5,925 | 5,772 | 5,950 | 5,950 | 6,069 | \$ 119 | 2.00% |
| 01695200 | 557010 | Cultural Council | Town funds provided to the Wellesley Cultural Council | - | - | - | 8,500 | 8,755 | \$ 255 | 3.00% |
| | | | Subtotal Cultural Council | - | - | - | 8,500 | 8,755 | \$ 255 | 3.00% |



Town of *Wellesley*
FY2027 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*
FY2027 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



Town of *Wellesley*
FY2027 Budget Request
Police Department: Mission, Services & Priorities

to the responsibilities 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.

FY27 Goals

The Police Department Goals for FY27 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*
FY2027 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. Officers are also provided with 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 FY27, 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 responding to critical incidents. 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 will administer an entrance exam in May of 2026 and will look to fill the current two patrol vacancies. In FY25 we hired 5 new police officers who attended the police academy and completed their field training program.

SCHOOL SAFETY

In FY27 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.

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



Town of *Wellesley*
FY2027 Budget Request
Police Department: Mission, Services & Priorities

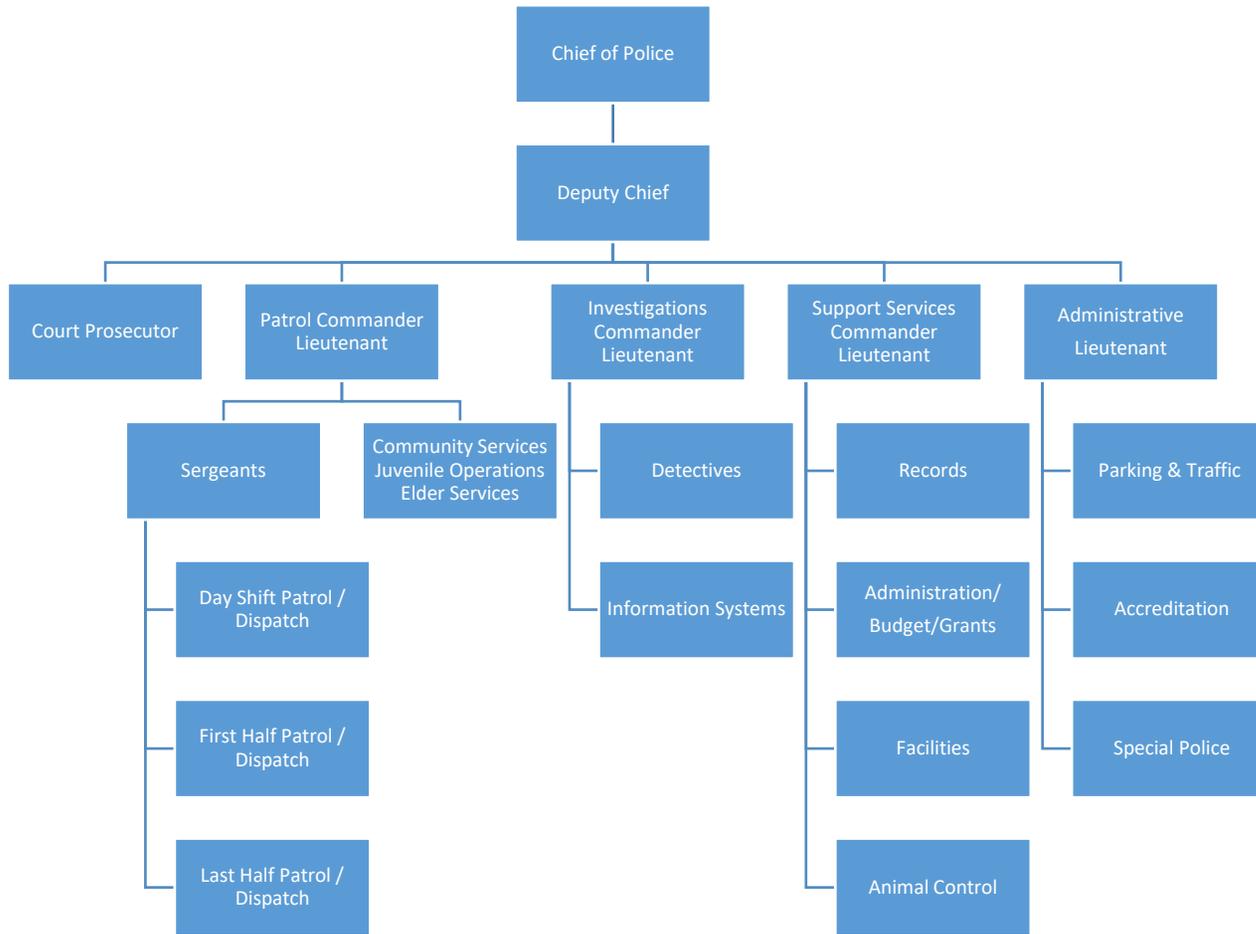
agencies within the community. This collaboration, often with the Council on Aging, Health Department, and other social services agencies, provides a higher level of service and seeks a solid, seamless resolution to issues.

Operating Budget Summary

The Police Department budget at present proposes an overall increase of 1.77% for FY27. This increase is not inclusive of COLA increase for the Superior Officers, Patrol, and Dispatch Unions. Negotiations are currently underway. It reflects a 2% 60 series increase per guidelines for the Chief, and a 2.5% increase for the Deputy Chief. The 40 series employees received a 2% increase based on guidelines. There are currently 12 patrol officers, 3 dispatchers and 3 civilian employees on step increases. Many expense line items have been level funded. The year-over-year expense increase of 4.00% 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 third fully electric patrol vehicle in service in FY26 as well.



Town of *Wellesley*
FY2027 Budget Request
Police Department: Mission, Services & Priorities





Town of *Wellesley*
 FY2027 Budget Request
 Police Department: Mission, Services & Priorities

RECEIPTS FROM FEES AND CHARGES:

| TYPE | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Anticipated | FY27 Plan |
|------------------------------|------------------------|------------------------|------------------------|-----------------------------|----------------------|
| False Alarm - 422500 | \$ 4,900 | \$ 2,000 | \$ 2,375 | \$ 3,500 | \$ 3,500 |
| Copies - 432050 | 2,374 | 3,371 | 1,865 | 2,500 | 2,500 |
| Court Fines - 477200 | 41,172 | 40,086 | 53,425 | 75,000 | 75,000 |
| Animal Control Fine - 477300 | 4,150 | 5,150 | 4,500 | 5,000 | 5,000 |
| Gun Permits - 444010 | 3,188 | 4,925 | 6,193 | 3,000 | 3,000 |
| Other/Unclassified - 489000 | 399 | 77 | 212 | 500 | 500 |
| Marijuana Citations | 90 | 380 | | 250 | 250 |
| Assets sales - 485000 | 3,355 | - | - | 20,000 | 20,000 |
| Detail Admin. - 28021025 | | | | | |
| Traffic Officer | 37,168 | 38,137 | 38,137 | | |
| General Fund Transfer | 150,000 | 100,000 | 100,000 | | - |
| Admin. Assistant | 59,764 | 66,866 | 66,866 | 68,821 | 71,219 |
| Total | \$ 306,560 | \$ 260,992 | \$ 273,573 | \$ 178,571 | \$ 180,969 |

ANTICIPATED FY27 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

FY2027 Budget Request

Police Department Operating Request

Department: 210

Department Head: Scott Whittemore, Police Chief

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------------|---------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 4,728,395 | \$ 5,127,046 | \$ 5,324,067 | \$ 6,218,678 | \$ 6,303,104 | \$ 84,427 | 1.36% |
| Longevity | 16,183 | 17,298 | 20,006 | 21,725 | 20,872 | \$ (853) | -3.93% |
| Vacation Coverage, Holiday Pay, Illness, etc. | 1,760,421 | 1,758,456 | 1,750,142 | 1,434,364 | 1,466,232 | \$ 31,868 | 2.22% |
| Subtotal, Personal Services | 6,504,999 | 6,902,800 | 7,094,215 | 7,674,767 | 7,790,208 | 115,441 | 1.50% |
| Expenses | 524,976 | 576,466 | 551,285 | 902,429 | 938,516 | \$ 36,087 | 4.00% |
| Encumbered Expenses | - | 229,893 | 312,081 | - | - | - | 0.00% |
| Subtotal, Expenses | 524,976 | 806,358 | 863,366 | 902,429 | 938,516 | 36,087 | 4.00% |
| TOTAL | \$ 7,029,975 | \$ 7,709,159 | \$ 7,957,581 | \$ 8,577,196 | \$ 8,728,724 | \$ 151,528 | 1.77% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|----------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| 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 FY27 Operating Budget Request

| Org | Object | Account # 01-210 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------------------|--------|-----------------------------------|---|------------------|------------------|------------------|------------------|------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01210100 | 511010 | Chief / Deputy Chief | Based on contractual obligations and 2% guideline for 50/60 series employees. | \$ 394,762 | \$ 424,586 | \$ 351,387 | \$ 440,013 | 455,802 | \$ 15,789 | 3.59% |
| 01210100 | 511140 | Lieutenants | Open contract no collective bargaining agreement increase assumed. | 384,844 | 431,596 | 588,195 | 692,446 | 692,446 | \$ 0 | 0.00% |
| 01210100 | 511220 | Sergeants | Open contract no collective bargaining agreement increase assumed. | 743,971 | 734,592 | 717,879 | 781,418 | 781,418 | \$ (0) | 0.00% |
| 01210100 | 511230 | Police Officers | Open contract no collective bargaining agreement increase assumed. | 2,630,763 | 2,835,710 | 2,889,540 | 3,351,265 | 3,331,541 | \$ (19,724) | -0.59% |
| 01210100 | 511240 | Animal Control | Increase per guidelines and step increase. | 61,813 | 84,940 | 72,247 | 77,762 | 81,272 | \$ 3,510 | 4.51% |
| 01210100 | 511370 | Clerical | Increase due to a job reclassification for one employee from level 4 to level 6, guideline increase of 2% and step increase for two employees. | 130,250 | 134,729 | 139,496 | 145,286 | 173,970 | \$ 28,684 | 19.74% |
| 01210100 | 511245 | IT Project Manager | Increase due to a job reclassification of the position from an IT Specialist to an IT Project Manager | 70,477 | 73,916 | 44,384 | 79,320 | 122,400 | \$ 43,080 | 54.31% |
| 01210100 | 511420 | Dispatchers | Open contract no collective bargaining agreement increase assumed. | 311,513 | 406,978 | 520,939 | 651,168 | 664,256 | \$ 13,088 | 2.01% |
| 01210100 | 513210 | Vacation Coverage | Increase per 3% guideline. | 179,020 | 186,716 | 196,322 | 144,997 | 149,347 | \$ 4,350 | 3.00% |
| 01210100 | 513220 | Illness Coverage | Increase per 3% guideline. | 136,978 | 193,544 | 172,984 | 154,198 | 158,824 | \$ 4,626 | 3.00% |
| 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. | 1,045,187 | 933,564 | 920,958 | 630,300 | 649,209 | \$ 18,909 | 3.00% |
| 01210100 | 514010 | Night Shift Differential | Changes based on shift assignments and changes in employees who are eligible for night shift differential. | 67,999 | 69,997 | 72,722 | 99,134 | 99,411 | \$ 277 | 0.28% |
| 01210100 | 515010 | Holiday Pay | Based on eligible employees receiving holiday pay. | 158,334 | 203,524 | 218,468 | 247,219 | 246,170 | \$ (1,049) | -0.42% |
| 01210100 | 515030 | Sick Leave Buy Back | Increase per 3% guideline. | 55,223 | 76,015 | 89,944 | 52,236 | 53,803 | \$ 1,567 | 3.00% |
| 01210100 | 515050 | Longevity | Based on eligible employees receiving a longevity stipend. | 16,183 | 17,298 | 20,006 | 21,725 | 20,872 | \$ (853) | -3.93% |
| 01210100 | 515080 | Court Time/personal days | Increase per 3% guideline. | 59,983 | 51,793 | 57,771 | 72,213 | 74,379 | \$ 2,166 | 3.00% |
| 01210100 | 519020 | Sick Leave/Vac. Buy Back | Increase per 3% guideline. | 57,696 | 43,304 | 20,971 | 34,067 | 35,089 | \$ 1,022 | 3.00% |
| PERSONAL SERVICES SUBTOTAL | | | | 6,504,999 | 6,902,800 | 7,094,215 | 7,674,767 | 7,790,208 | \$ 115,441 | 1.50% |
| EXPENSES | | | | | | | | | | |

Police Department FY27 Operating Budget Request

| Org | Object | Account # 01-210 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|---|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 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. | 3,724 | 964 | 4,737 | 3,500 | 3,500 | - | 0.00% |
| 01210200 | 517030 | Meal Allowance | Provides meals for officers away from town for court, training programs and investigations. | 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. | - | 15,800 | 10,760 | 15,000 | 15,000 | - | 0.00% |
| 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. | 70,348 | 43,717 | 44,258 | 46,000 | 46,000 | - | 0.00% |
| 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 | 52,246 | 87,845 | 70,710 | 55,000 | 65,000 | 10,000 | 18.18% |
| 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. | 16,845 | 16,994 | 10,027 | 20,000 | 15,000 | (5,000) | -25.00% |
| 01210200 | 527050 | Copier Rental | This covers the monthly lease fee and other expenses associated with the lease and maintenance of one new copier. | 3,963 | 4,764 | 3,624 | 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. | 2,405 | 1,542 | 5,121 | 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. | 38,565 | 39,232 | 36,473 | 47,832 | 50,224 | 2,392 | 5.00% |
| 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. | 31,406 | 30,869 | 38,846 | 60,000 | 60,000 | - | 0.00% |
| 01210200 | 534010 | Postage | The department mails invoices for police services and collecting amounts due on those invoices. | 3,659 | 2,040 | 3,123 | 2,000 | 2,200 | 200 | 10.00% |

Police Department FY27 Operating Budget Request

| Org | Object | Account # 01-210 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|--|--|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 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. | 32,453 | 39,478 | 44,897 | 38,000 | 40,000 | 2,000 | 5.26% |
| 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 | 4,005 | 3,180 | 4,005 | 825 | 25.94% |
| 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 | 1,715 | 1,715 | 1,715 | 1,715 | - | 0.00% |
| 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. | 76,725 | 66,827 | 53,428 | 83,047 | 83,047 | - | 0.00% |
| 01210200 | 541020 | Diesel | Diesel fuel is used for generators utilized by the department at the firearms range and emergency power generator | 738 | 986 | 229 | 750 | 750 | - | 0.00% |
| 01210200 | 542010 | Office Supplies | The department makes bulk purchases and strives to acquire supplies in a cost effective manner. | 12,182 | 16,285 | 16,525 | 16,000 | 16,500 | 500 | 3.13% |
| 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. | 1,126 | 1,721 | 1,605 | 2,000 | 2,000 | - | 0.00% |
| 01210200 | 542090 | General Supplies | General supplies & materials. | 13,331 | 13,695 | 22,654 | 14,750 | 15,500 | 750 | 5.08% |
| 01210200 | 542110 | Uniforms | Provides for the requirements of various employment contracts and the hiring of officers & dispatchers. | 76,413 | 57,927 | 72,865 | 60,000 | 62,500 | 2,500 | 4.17% |
| 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. | 11,357 | 27,847 | 18,685 | 25,250 | 25,250 | - | 0.00% |
| 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. | 951 | 310 | 6,295 | 3,500 | 4,000 | 500 | 14.29% |
| 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. | 12,973 | 16,013 | 15,825 | 25,000 | 30,000 | 5,000 | 20.00% |
| 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. | 3,377 | 1,351 | 1,536 | 2,500 | 2,500 | - | 0.00% |

Police Department FY27 Operating Budget Request

| Org | Object | Account # 01-210 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|------------------------------------|---|---------------------|---------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| 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. | 10,107 | 3,101 | 1,082 | 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. | 11,904 | 14,248 | 25,433 | 11,000 | 12,000 | 1,000 | 9.09% |
| 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. | 309 | 197 | 203 | 250 | 250 | - | 0.00% |
| 01210200 | 571010 | Mileage | Covers in-state travel pursuant to the Collective Bargaining Agreements. | 3,161 | 875 | 1,163 | 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. | 6,971 | 6,946 | 9,982 | 6,050 | 6,750 | 700 | 11.57% |
| 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 | 1,485 | 7,500 | 5,163 | 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. | 15,207 | 15,843 | 20,318 | 16,000 | 17,000 | 1,000 | 6.25% |
| 01210200 | 585110 | Cruiser Purchase | Recurring Police Vehicle Replacement Costs. | 6,196 | 36,559 | - | 325,280 | 339,000 | 13,720 | 4.22% |
| | | | EXPENSE SUBTOTAL | 524,976 | 576,466 | 551,285 | 902,429 | 938,516 | 36,087 | 4.00% |
| | 570000 | Other Charges & Expenses | Encumbered expenses from prior fiscal year | | 229,893 | 312,081 | | | - | 0.00% |
| | | | | | | | | | - | 0.00% |
| | | | DEPARTMENT TOTAL | \$ 7,029,975 | \$ 7,709,159 | \$ 7,957,581 | \$ 8,577,196 | \$ 8,728,724 | \$ 151,528 | 1.77% |

Police Department FY27 Operating Budget - Salaries

FY27 RATE REQUEST

Other
Funding
Source:

| Org | Employee Name | Title | Starting Rate 06/30/2026 | Emt Stipend | ED Stipend | Car seat stipend | Other Stipend | Weekly Base Pay as of 7/1/26 | 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 | \$ 4,687 | | | | | 4,781.04 | | | 249,570 | | |
| 511010 | Renzella, Jeffrey | Deputy Chief of Police | \$ 3,854 | | | | | 3,950.80 | | | 206,232 | | |
| | | | | | | | | | Subtotal Admin | | 455,802 | | |
| 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 | Lemenager, Michael | 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 | | |
| | | | | | | | | | Subtotal Lieutenants | | 692,446 | | |
| 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 | D'Innocenzo, Mark | Sergeant | \$ 1,821 | 91.06 | 455.28 | | 127.48 | 2,494.95 | | | 130,236 | | 5228.46 |
| 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 | 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 4/5) | \$ 1,332 | 66.62 | 333.10 | | 13.32 | 1,745.42 | 7/31/2026 | 1842.69 | 95,761 | | 3654.97 |
| 511230 | Carey, Patrick | Patrol Officer (3/4) | \$ 1,258 | 62.92 | 314.61 | | 12.58 | 1,648.56 | 6/16/2027 | 1,745.42 | 86,288 | | |
| 511230 | Carr, Patrick | Patrol Officer-EMT (4/5) | \$ 1,332 | 66.62 | 333.08 | | 13.32 | 1,745.31 | 5/13/2027 | 1,842.69 | 91,788 | | 3503.32 |
| 511230 | Collins, Brian | Patrol Officer-EMT (6/7) | \$ 1,481 | 74.04 | 296.15 | | 14.81 | 1,865.76 | 12/12/2026 | 1,921.73 | 99,006 | | 3928.75 |
| 511230 | Cunningham, Christopher | Patrol Officer-EMT | \$ 1,571 | 78.55 | | | 15.71 | 1,665.20 | | | 86,923 | | |
| 511230 | DiCenso, Tana | Patrol Officer-EMT (6/7) | \$ 1,481 | 74.04 | 370.19 | | 14.81 | 1,939.80 | 09/26/26 | 1,997.99 | 103,644 | | |
| 511230 | Drapkin, Jacob | Patrol Officer-EMT (Step 4/5) | \$ 1,332 | 66.62 | 333.10 | | 13.32 | 1,745.42 | 7/31/2026 | 1842.69 | 95,742 | | 3654.23 |
| 511230 | Dunajski, Stanley | Patrol Officer-EMT-Detective (8) | \$ 1,571 | 78.55 | 392.74 | | 141.38 | 2,183.61 | | | 113,984 | | |

Police Department FY27 Operating Budget - Salaries

FY27 RATE REQUEST

Other
Funding
Source:

| Org | Employee Name | Title | Starting Rate 06/30/2026 | Emt Stipend | ED Stipend | Car seat stipend | Other Stipend | Weekly Base Pay as of 7/1/26 | Step Adjustment Date | Adjusted Rate | Total GF Budget Request | Chg'd to Details/SETB Grant/T&P: | Night Shift |
|--------|---------------------|----------------------------------|-----------------------------|----------------|------------|---------------------|------------------|---------------------------------------|----------------------------|------------------|-------------------------------|--|-------------|
| 511230 | Ferrara, Eric | Patrol Officer-EMT (Step 4/5) | \$ 1,332 | 66.62 | 333.10 | | 13.32 | 1,745.42 | 7/31/2026 | 1842.69 | 95,742 | | 3654.23 |
| 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 5/6) | \$ 1,407 | 70.33 | 351.66 | | 14.07 | 1,842.69 | 5/12/2027 | 1,939.80 | 96,888 | | 3697.99 |
| 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 | 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 (3/4) | \$ 1,258 | 62.92 | 314.61 | | 12.58 | 1,648.56 | 6/16/2027 | 1745.42 | 86,288 | | 3293.40 |
| 511230 | Lucenta, Allison | Patrol Officer (Step 6) | \$ 1,481 | 74.04 | 370.19 | 29.62 | 14.81 | 1,969.41 | | | 102,803 | | 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 (3/4) | \$ 1,258 | 62.92 | 251.69 | | 12.58 | 1,585.63 | 5/2/2027 | 1,678.80 | 83,479 | | 3312.63 |
| 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-Detective (6) | \$ 1,481 | 74.04 | 370.19 | | 133.27 | 2,058.26 | | | 107,441 | | |
| 511230 | Shippole, Isabella | Patrol Officer (3/4) | \$ 1,258 | 62.92 | 314.61 | | 12.58 | 1,648.56 | 6/16/2027 | 1,745.42 | 86,288 | | 3293.40 |
| 511230 | Sullivan, Tyler | Patrol Officer (3/4) | \$ 1,258 | 62.92 | 314.61 | | 12.58 | 1,648.56 | 6/16/2027 | 1,745.42 | 86,288 | | |
| 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(7) | \$ 1,525 | | 381.30 | | 137.27 | 2,043.74 | | | 106,683 | | |
| 511230 | Vacant | Patrol Officer-EMT | \$ 1,221 | 61.04 | 305.21 | | 12.21 | 1,599.29 | | | 83,483 | | |
| 511230 | Vacant | Patrol Officer-EMT | \$ 1,221 | 61.04 | 305.21 | | 12.21 | 1,599.29 | | | 83,483 | | |

Police Department FY27 Operating Budget - Salaries

FY27 RATE REQUEST

Other
Funding
Source:

| Org | Employee Name | Title | Starting Rate 06/30/2026 | Emt Stipend | ED Stipend | Car seat stipend | Other Stipend | Weekly Base Pay as of 7/1/26 | Step Adjustment Date | Adjusted Rate | Total GF Budget Request | Chg'd to Details/SETB Grant/T&P: | Night Shift |
|----------------|----------------------------|---------------------------------|-----------------------------|----------------|------------|---------------------|------------------|---------------------------------------|----------------------------|----------------------|-------------------------------|--|-----------------|
| | | | | | | | | | | | | | |
| | | | | | | | | | | Subtotal Patrolmen | 3,331,541 | | 71694.67 |
| 511240 | Smith, Jennifer | Animal Control (Step 7/8) | \$ 1,489 | | | | | 1,518.98 | 8/2/2026 | 1560.60 | 81,272 | | |
| | Vacant | IT Applications Project Manager | \$ 2,299 | | | | | 2,344.83 | | | 122,400 | | |
| | | | | | | | | | | Subtotal IT | 122,400 | | |
| 511370 | Cheryl Carlson | Records Manager (Step 2/3) | \$ 1,430 | | | | | 1,459.01 | 2/21/2027 | 1,498.99 | 76,904 | | |
| 511370 | Sullivan, Brittany | Office Assistant | \$ 1,815 | | | | | 1,851.10 | 5/4/2027 | 1,902.10 | 97,066 | | |
| | | | | | | | | | | Subtotal Clerical | 173,970 | | |
| 511420 | Cummings, Amanda | Dispatcher (Step 6) | \$ 1,302 | 26.04 | | | | 1,328.04 | | | 69,324 | | |
| 511420 | Donovan, Benjamin | Dispatcher (Step 5/6) | \$ 1,302 | 26.04 | | | | 1,328.04 | 11/17/2026 | 1,328.04 | 69,324 | | 1671.71 |
| 511420 | Gerwatowski, Danilo | Dispatcher (Step 4/5) | \$ 1,199 | 23.98 | | | | 1,222.78 | 8/22/2026 | 1,272.14 | 66,031 | | 1618.40 |
| 511420 | Jelfs, Samantha | Dispatcher (Step 6) | \$ 1,302 | 26.04 | | | | 1,328.04 | | | 69,324 | | |
| 511420 | Rowe, Robert | Dispatcher | \$ 1,400 | 28.00 | | | | 1,428.00 | | | 75,287 | | |
| 511420 | Sheehan-Shurtleff, Therese | Dispatcher (Step 9) | \$ 1,400 | 28.00 | | | | 1,428.00 | | | 74,989 | | 1827.00 |
| 511420 | Tellini, Deborah | Dispatcher (Step 6) | \$ 1,302 | 26.04 | | | | 1,328.04 | | | 69,324 | | 1699.11 |
| 511420 | Walker, Winston | Dispatcher (Step 4/5) | \$ 1,199 | 23.98 | | | | 1,222.78 | 8/15/2026 | 1,272.14 | 66,080 | | 1619.61 |
| 511420 | Vacant | Dispatcher (Step 3) | \$ 1,152 | 23.04 | | | | 1,175.04 | | | 61,337 | | 1503.36 |
| 511420 | Vacant | Dispatcher (Step 3) | \$ 1,152 | 23.04 | | | | 1,175.04 | | | 61,337 | | |
| | | | | | | | | | | SETB | -18,100 | | |
| | | | | | | | | | | Subtotal Dispatchers | 664,256 | | 9939.19 |
| See Fund 28 | Vacant | Accounting Assistant | \$ 1,453 | | | | | 1,481.76 | | | 0 | 77,348 | Details |
| | | | | | | | | | | Total | \$ 6,303,104 | \$ 77,348 | 99410.64 |



TOWN OF WELLESLEY Fiscal Year 2027 -- OPERATING BUDGET REQUEST

Fire Rescue: Mission, Services & Priorities

Wellesley Fire Rescue Department is charged with the responsibility of protecting the lives and property of the citizens of our community. To achieve our mission, the department utilizes the services of thirty-eight (40) firefighters, thirteen (13) lieutenants, four (4) deputies working four shifts, and one deputy chief fire inspector, who works days only. The Fire Chief, Assistant Fire Chief, Administrative Assistant, and Mechanic comprise the rest of the department. The department operates out of two stations: Central Street and Weston Road (Station #1) and Worcester Street in Wellesley Hills (Station #2).

The National Fire Protection Standard Association always requires a staffing standard of 15 personnel on duty for a community the size of Wellesley to combat a single-room fire in a 2000 sq. ft. two-story wood frame home, with no basement. The Wellesley Fire Department's standard staffing is now at 14 personnel per shift after "unfreezing" (2) positions in FY26. Based on funding and weather conditions, the Fire and Rescue Departments work to maintain a minimum staffing of 12 personnel per shift.

Fire Suppression and Rescue Operations' front-line operating apparatus consists of two pumping engines, one Quint combination pump/ladder, and one tower ladder unit. The department operates one boat for water and ice rescue operations. Firefighters are continually trained in multiple disciplines, such as fire suppression, medical training, rescue operations, hazardous materials, fire prevention, and disaster response planning.

Emergency Medical Services are provided under the direction of the fire department, utilizing the Firefighter / Emergency Medical Technicians (EMTs) and Coastal Ambulance, providing Advanced Life Support and patient transport. For the past twenty-nine years, the fire department has managed emergency medical services in the town. The Paramedics respond with Firefighter/EMTs, as our apparatus is equipped with sufficient personnel, automatic defibrillators, backboards, epi-pens, medical supplies, and extensive rescue equipment that can effectively manage calls for assistance. Coastal Ambulance provides required recertification training to all firefighters and Police EMTs.

Hazardous Materials / Technical Rescue Incidents have always been handled by the fire department, and firefighters are prepared to respond to these types of incidents. The department has conducted hazardous materials training to increase the safety of our personnel and the public. Wellesley Fire has one person assigned to the Massachusetts State Regional HAZMAT Team and has one member trained and assigned to the Norfolk County Technical Rescue Team, which responds to emergencies in our fire district, state, and national incidents to support local communities.

Fire Prevention/Inspection/Notification Systems activities are coordinated by the Deputy Chief/Fire Inspector and the Lieutenant, including issuing permits, inspecting various installations, coordinating semi-annual in-service inspections by the engine and ladder companies, and scheduling safety programs for the public. Recognizing the environmental hazards of modern society, the



TOWN OF WELLESLEY Fiscal Year 2027 -- OPERATING BUDGET REQUEST

Fire Rescue: Mission, Services & Priorities

department maintains thorough records of all hazardous materials and petroleum products under its authority that are stored in the town. These records include the installation and removal permits for all petroleum storage tanks and oil-fired heating systems. The Fire Department conducts commercial property inspections and pre-fire / disaster planning twice a year, and home smoke alarm / CO detector inspections upon the transfer of residential property.

Public Educational programs, such as the Teen Rescuer program, cover fire department operations and topics such as first aid, CPR, and general safety for one week in the summer. The Student Awareness of Fire Education (SAFE) Program, funded by a state grant, instructed approximately 2800 children in fire safety. A Senior Safety grant funded several safety training programs for Seniors this year. The Fire Department continues to sponsor the Senior Thanksgiving Dinner hosted by Deputy Chief Matt Corda and previously presented by the Veterans Council since 1966.

Professional Training Activities and Programs are critical to ensure the safety of our response personnel and the public. Most training activities are conducted on duty; however, there is a need to provide some programs that should not be interrupted by the day's call volume, particularly when using outside agencies or private contractors to provide the training. In-service training is conducted daily using a pre-planned training schedule that prepares firefighters to meet the goals and objectives of the fire/rescue department. We have two principal training objectives: maintaining departmental staff readiness to respond to emergencies safely and providing opportunities for the development of existing and future fire officers.

Emergency Management services are under the direction of the Fire Chief, who serves as the Emergency Management Director, and a local emergency planning committee (LEPC) continues to coordinate the town's emergency management plan. The committee is co-chaired by Assistant Chief Charles DiGiandomenico and Health Director Lenny Izzo. It is represented by town departments, including fire, police, health, school, public works, the Selectman's office, and several private organizations and individuals. Wellesley's comprehensive emergency management plan is a program for planning and responding to emergencies or disaster situations. It assigns responsibilities and functions to ensure the safety and welfare of our citizens against threats from natural disasters, hazardous materials incidents, and national security emergencies.



TOWN OF WELLESLEY Fiscal Year 2027 -- OPERATING BUDGET REQUEST

Fire Rescue: Mission, Services & Priorities

Fire Department FY27 Personal Services Budget

The Fire Department is undergoing a department-wide overhaul focused on mitigating the structural budget deficit by restoring appropriate staffing levels, filling remaining vacancies, and reallocating funds to newly created accounts.

As previously mentioned, staffing levels have been increased, and we are currently working to fill these remaining positions. Creating new accounts allowed us to track where funds were being spent more effectively. After making several new accounts, reallocating funds, and filling many vacancies, we finished FY25 with a balanced budget, two years ahead of our projected schedule, and have a similar projection for FY26.

The Fire Department will begin negotiations with Local 1795 in the upcoming months, leaving the impact on the Personal Services budget uncertain. Some key points to note:

Senior Administrator

- 8.7% increase due to the Fire Chief's contractual agreement that reflects both FY26 increases and the addition of a new contractual agreement for the new Assistant Chief

Clerical

- The 5.89% increase is the result of a reclassification of the Administrative Assistant position, reflecting both FY27 increases for added steps and the cost-of-living increase.

Other Support Staff

- The 6.22% increase is the result of a reclassification of the Mechanic position, reflecting both FY27 increases for added steps and the cost-of-living increase.



TOWN OF WELLESLEY Fiscal Year 2027 -- OPERATING BUDGET REQUEST

Fire Rescue: Mission, Services & Priorities

Injury

- A 22.73% reduction for this line item was reallocated elsewhere in the budget to enable more efficient spending.
- This account was consistently used to pay for coverage of a firefighter who had been out for several years and is now retired.
- With added positions and recent new hires, we have utilized this line item less often than in past years.

Shift Differential

- Ongoing effort to reallocate funds to meet the Department's needs
- A 14.76% increase in shift differential is needed to balance this line item due to new hires and to make up for shortfalls in previous years.
- The increase in this account was simply from a reallocation of funds elsewhere for better spending.



TOWN OF WELLESLEY Fiscal Year 2027 -- OPERATING BUDGET REQUEST

Fire Rescue: Mission, Services & Priorities

Holiday

- An 8.16% increase was needed to account for all 13 Holidays.
- Funds were reallocated from another line item to this line item to account for coverage during the Marathon, for details, in addition to holiday pay.

Longevity

- A 9.15% increase accounts for three additional Firefighters who will become eligible for Longevity pay during the next fiscal year, as well as three other staff members who qualify for an increase in their longevity for years of service.

Fire Department FY27 Expense Budget

The Fire Department Expense Budget has increased by the routine standard of 3% and is within the Town's guidelines. For FY27, we have reallocated funding to better meet the department's needs and enable more effective tracking going forward.

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

Stephen G. Mortarelli
Fire Chief



Town of Wellesley

FY2027 Budget Request

Fire Department Operating Request

Department: 220

Department Head: Steve Mortarelli, Fire Chief

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------------|---------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 4,415,596 | \$ 4,870,597 | \$ 5,239,520 | \$ 5,801,036 | \$ 5,966,117 | \$ 165,081 | 2.85% |
| Holiday Pay, longevity | 267,897 | 305,763 | 303,777 | 342,256 | 370,560 | \$ 28,304 | 8.27% |
| Overtime; Vacation, illness & injury coverage, training | 1,685,621 | 1,430,168 | 1,299,220 | 1,437,890 | 1,439,955 | \$ 2,065 | 0.14% |
| Subtotal, Personal Services | 6,369,113 | 6,606,528 | 6,842,517 | 7,581,182 | 7,776,632 | \$ 195,450 | 2.58% |
| Expenses | 306,713 | 349,554 | 417,306 | 513,180 | 528,561 | \$ 15,381 | 3.00% |
| Encumbered Expenses | - | 102,152 | 80,914 | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 306,713 | 451,706 | 498,220 | 513,180 | 528,561 | \$ 15,381 | 3.00% |
| TOTAL TAX IMPACT | \$ 6,675,826 | \$ 7,058,234 | \$ 7,340,737 | \$ 8,094,362 | \$ 8,305,193 | \$ 210,831 | 2.60% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | 36.0 | 38.0 | 40.0 | 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 | 58.0 | 60.0 | 62.0 | 62.0 |

Fire Department Operating Request

| Org | Object | Account # 01-220 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|---------------------------------|--------|---|--|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| <u>PERSONAL SERVICES</u> | | | | | | | | | | |
| 01220100 | 511010 | Senior Administrator | Fire Chief and Assistant Chief | \$ 278,859 | \$ 339,311 | \$ 406,301 | \$ 383,421 | \$ 416,768 | \$ 33,347 | 8.70% |
| 01220100 | 511140 | Supervisor | Lieutenants. Includes education benefits and EMT stipend | 1,111,526 | 1,122,022 | 1,163,683 | 1,290,610 | 1,306,318 | \$ 15,708 | 1.22% |
| 01220100 | 511220 | Other Professional Staff | Deputy Chiefs. Includes education benefits and EMT stipend | 660,962 | 546,997 | 521,990 | 578,415 | 580,379 | \$ 1,964 | 0.34% |
| 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 | 2,172,089 | 2,662,091 | 2,935,252 | 3,322,242 | 3,420,249 | \$ 98,007 | 2.95% |
| 01220100 | 511370 | Clerical | Administrative assistant | 65,187 | 66,886 | 63,862 | 76,320 | 79,965 | \$ 3,645 | 4.78% |
| 01220100 | 511420 | Other Support Staff | Mechanic Comparable to other FD Mechanics | 83,091 | 86,761 | 94,888 | 100,028 | 105,056 | \$ 5,028 | 5.03% |
| 01220100 | 513210 | O/T - Vacation | Overtime for covering vacation vacancies. | 403,443 | 399,880 | 387,976 | 464,000 | 477,920 | \$ 13,920 | 3.00% |
| 01220100 | 513220 | Illness Coverage | Overtime for covering vacancies due to illness. | 765,692 | 512,341 | 151,179 | 148,390 | 148,390 | \$ - | 0.00% |
| 01220100 | 513230 | O/T - Personal Days | O/T for covering personal shift vacancies. | 506,220 | 321,287 | 261,368 | 321,500 | 331,145 | \$ 9,645 | 3.00% |
| 01220100 | 513250 | Other Coverage | O/T for Misc., meal hours, meetings, funeral leave, Jury duty, Military coverage, Comp coverage | - | - | 131,366 | 80,000 | 83,500 | \$ 3,500 | 4.38% |
| 01220100 | 513260 | O/T - Specialized Training | Specialized training for firefighters – costs incurred when training classes require personnel to attend training off duty. | 10,266 | 53,873 | 62,033 | 140,000 | 140,000 | \$ - | 0.00% |
| 01220100 | 513270 | Vacancy Coverage | Overtime covering vacancies due to retirements transfers, and resignations. | - | 70,741 | 89,734 | 83,000 | 83,000 | \$ - | 0.00% |
| 01220100 | 513280 | Injury Coverage | Overtime covering vacancies due to injuries. | - | 63,813 | 95,925 | 110,000 | 85,000 | \$ (25,000) | -22.73% |
| 01220100 | 513290 | Station Coverage | Overtime covering callbacks, holdovers, storm coverage, significant weather conditions or major events events. | - | 8,234 | 26,990 | 91,000 | 91,000 | \$ - | 0.00% |
| 01220100 | 514010 | Shift Differential | | 43,881 | 46,528 | 53,544 | 50,000 | 57,381 | \$ 7,381 | 14.76% |
| 01220100 | 515010 | Holiday Pay | 13 total holidays.and Marathon Coverage | 120236,047 | 270,513 | 271,677 | 302,896 | 327,600 | \$ 24,704 | 8.16% |

Fire Department Operating Request

| Org | Object | Account # 01-220 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------|--------|---|--|------------------|------------------|------------------|------------------|------------------|------------------------|-----------------------|
| 01220100 | 515050 | Longevity | | 31,850 | 35,250 | 32,100 | 39,360 | 42,960 | \$ 3,600 | 9.15% |
| | | Personal Service Subtotal | PERSONAL SERVICES SUBTOTAL | 6,369,113 | 6,606,528 | 6,842,517 | 7,581,182 | 7,776,632 | \$ 195,450 | 2.58% |
| EXPENSES | | | | | | | | | | |
| 01220200 | 517010 | Medical Expense | Medical expenses for firefighters injured in the line of duty. PAT for Candidates. | 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. | 8,618 | 13,000 | 5,821 | 13,000 | 13,390 | \$ 390 | 3.00% |
| 01220200 | 524060 | Communications Maintenance | Mobile and portable radio equipment. Digitize alarm transmission equipment and Zetron vocal alarm equipment maintenance | 14,446 | 19,967 | 8,451 | 21,950 | 22,608 | \$ 658 | 3.00% |
| 01220200 | 530500 | Training and Development | Training and development seminars, books, training aids, video tapes, outside instructors. | 12,699 | 24,141 | 24,943 | 30,000 | 30,000 | \$ - | 0.00% |
| 01220200 | 530900 | Other Professional Services | Consultants | 36,536 | 18,603 | 29,250 | 30,000 | 30,000 | \$ - | 0.00% |
| 01220200 | 530901 | Hiring/Promotional Exams | Employee Search and promotional exams | - | 26,034 | 6,349 | 30,000 | 30,000 | \$ - | 0.00% |
| 01220200 | 534010 | Postage | Postage | 416 | 404 | 260 | 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. | 6,191 | 6,131 | 6,624 | 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. | 7,229 | 7,734 | 7,175 | 7,780 | 8,013 | \$ 233 | 2.99% |
| 01220200 | 541020 | Diesel Fuel | All fire apparatus are powered by diesel engines. | 26,676 | 24,864 | 22,485 | 25,000 | 25,750 | \$ 750 | 3.00% |
| 01220200 | 542010 | Office Supplies | General office supplies, toner, pens, paper, tape, etc. | 5,763 | 4,165 | 6,009 | 6,000 | 6,200 | \$ 200 | 3.33% |
| 01220200 | 542060 | Software | Annual software agreements; First Due, Bryx, IMC, NFPA, Upcodes, etc. | - | - | 17,359 | 37,000 | 45,000 | \$ 8,000 | 21.62% |
| 01220200 | 542090 | General Supplies | Water Coolers and small items; batteries, keys, key tags, etc. | 121 | - | 5,095 | 4,000 | 6,000 | \$ 2,000 | 50.00% |

Fire Department Operating Request

| Org | Object | Account # 01-220 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|--|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 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. | 18,271 | 25,420 | 27,534 | 15,200 | 15,650 | \$ 450 | 2.96% |
| 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. | 5,571 | 32,114 | 60,392 | 60,000 | 61,800 | \$ 1,800 | 3.00% |
| 01220200 | 542130 | Work Clothing | Station work clothing allowance and maintenance costs per contract, \$200 uniform maintenance (cleaning), linen. | 24,626 | 31,807 | 28,800 | 40,400 | 40,900 | \$ 500 | 1.24% |
| 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. | 7,695 | 3,830 | 9,723 | 8,350 | 8,600 | \$ 250 | 2.99% |
| 01220200 | 548010 | Vehicle Parts & Accessories | Vehicle parts and supplies, body work not covered by insurance, paint and specialized tools. | 54,989 | 48,318 | 59,813 | 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. | 15,732 | 11,570 | 14,003 | 18,000 | 15,000 | \$ (3,000) | -16.67% |
| 01220200 | 552060 | Firefighting Supplies | Firefighting equipment and tools. | 14,169 | 22,298 | 49,323 | 25,000 | 27,850 | \$ 2,850 | 11.40% |
| 01220200 | 553060 | Computer Supplies | Computer hardware, copiers, laptops, tablets, etc. | 9,830 | 9,351 | 2,466 | 5,000 | 5,500 | \$ 500 | 10.00% |
| 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. | 5,040 | 3,331 | 7,312 | 8,000 | 8,000 | \$ - | 0.00% |
| 01220200 | 571010 | Travel - Mileage/In State | Reimbursement for using personal vehicle for department business. | 23 | - | 70 | 500 | 300 | \$ (200) | -40.00% |
| 01220200 | 571110 | Conf/Mtgs - Administrators | Administration conferences, monthly meetings of state and district organizations and committees. | 6,172 | 1,856 | 4,975 | 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. | 122 7,240 | 7,035 | 7,703 | 11,500 | 11,500 | \$ - | 0.00% |

Fire Department Operating Request

| Org | Object | Account # 01-220 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------|---------------|---|--|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-------------------------------|
| 01220200 | 583010 | Furniture | Furniture | 4,943 | 1,402 | 5,374 | 5,000 | 5,000 | \$ - | 0.00% |
| | | Expense Subtotal | EXPENSES SUBTOTAL | 306,713 | 349,554 | 417,306 | 513,180 | 528,561 | \$ 15,381 | 3.00% |
| | 570000 | Other Charges & Expenses | Encumbered expenses from prior fiscal year | | 102,152 | 80,914 | | | \$ - | 0.00% |
| | | Departmental Total | DEPARTMENT TOTAL | \$ 6,675,826 | \$ 7,058,234 | \$ 7,340,737 | \$ 8,094,362 | \$ 8,305,193 | \$ 210,831 | 2.60% |

| Fire Rescue FY27 Operating Budget Request - Salaries | | | | | | | | | | | | | | | | | | | | |
|--|-------------------------|-------------------------|-------------------------|------------------------|------------------------|-----------------------------|------------|-------------------|------------------|------------|--------------|--------------------|---------------|-----------|-------------------|-------------|------------|-----------|---------------|---------------------|
| | | FY27 (7/1/26 - 6/30/27) | | | | | | | | | | FY27 STEP INCREASE | | | | | | | | |
| Org | Employee Name | Job Title | FY26 rate as of 6/30/26 | Group - Step on 7/1/26 | Starting rate 7/1/2026 | 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 | Moratelli, Stephen | Fire Chief | 4,404.44 | A62 | \$ 4,492.53 | NOTR-Admin.Contract | | | | | 4,492.53 | | | | | | | | | \$ 234,510 |
| 511010 | DiGiandomenico, Charles | Assistant Fire Chief | 3,423.08 | A60 | \$ 3,491.54 | NOTR-Admin.Contract | | | | | 3,491.54 | | | | | | | | | \$ 182,258 |
| 511010 Total | | | | | \$ 7,984.07 | | | | | | | | | | | | | | | \$ 416,768 |
| 511140 | Delaney, Paul | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | | 48.08 | 21.15 | 135.56 | 20.42 | 1,919.76 | | | | | | | | | \$ 100,211 |
| 511140 | Delorie, Alexander | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | | 86.54 | 21.15 | 135.56 | 20.42 | 1,958.22 | | | | | | | | | \$ 102,219 |
| 511140 | Donahue, Matthew | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | | 48.08 | 21.15 | 135.56 | 20.42 | 1,919.76 | | | | | | | | | \$ 100,211 |
| 511140 | Foley, Thomas | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | | 48.08 | 21.15 | - | 20.42 | 1,784.20 | | | | | | | | | \$ 93,135 |
| 511140 | Hampton, Benjamin | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | | 48.08 | 21.15 | 135.56 | 20.42 | 1,919.76 | | | | | | | | | \$ 100,211 |
| 511140 | Indresano, Stephen | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | | 48.08 | 21.15 | 135.56 | 20.42 | 1,919.76 | | | | | | | | | \$ 100,211 |
| 511140 | Leach, Michael | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | | 48.08 | 21.15 | 135.56 | 20.42 | 1,919.76 | | | | | | | | | \$ 100,211 |
| 511140 | Massarelli, Robert | Lieutenant | 1,813.16 | F30-4 | \$ 1,813.16 | | 48.08 | 21.15 | 135.56 | - | 2,017.95 | | | | | | | | | \$ 105,337 |
| 511230 | Miller, Mark | Lieutenant | 1,694.54 | F30-4 | \$ 1,694.54 | - | 86.54 | 21.15 | 135.56 | 20.42 | 1,958.21 | | | | | | | | | \$ 102,219 |
| 511230 | Tedeschi, Matthew | Lieutenant | 1,694.54 | F30-4 | \$ 1,694.54 | - | - | 21.15 | 135.56 | 20.42 | 1,871.67 | | | | | | | | | \$ 97,701 |
| 511140 | O'Neill, Jared | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | | 86.54 | 21.15 | 135.56 | 20.42 | 1,958.22 | | | | | | | | | \$ 102,219 |
| 511140 | Ryder, John | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | | 86.54 | 21.15 | 135.56 | 20.42 | 1,958.22 | | | | | | | | | \$ 102,219 |
| 511140 | Toli, Donald | Lieutenant | 1,694.55 | F30-4 | \$ 1,694.55 | - | 48.08 | 21.15 | 135.56 | 20.42 | 1,919.76 | | | | | | | | | \$ 100,211 |
| 511140 Total | | | | | \$ 22,147.74 | | | | | | | | | | | | | | | \$ 1,306,318 |
| 511220 | Clafin, James | Deputy Chief | 1,989.23 | F40-4 | \$ 1,989.23 | | - | 21.15 | 135.56 | 21.65 | 2,167.59 | | | | | | | | | \$ 113,148 |
| 511220 | Corda, Matthew | Deputy Chief | 1,989.23 | F40-4 | \$ 1,989.23 | | 86.54 | 21.15 | 135.56 | 21.65 | 2,254.13 | | | | | | | | | \$ 117,666 |
| 511140 | DeMerchant, Kenneth | Deputy Chief | 1,989.23 | F40-4 | \$ 1,989.23 | | 48.08 | 21.15 | 135.56 | 21.65 | 2,215.67 | | | | | | | | | \$ 115,658 |
| 511140 | McMakin, Ian | Lieutenant | 2,022.06 | F30-4 | \$ 2,022.06 | | 86.54 | 21.15 | 135.56 | - | 2,265.31 | | | | | | | | | \$ 118,249 |
| 511140 | Gigante, Michael | Deputy Chief | 1,989.23 | F40-4 | \$ 1,989.23 | | 48.08 | 21.15 | 135.56 | 21.65 | 2,215.67 | | | | | | | | | \$ 115,658 |
| 511220 Total | | | | | \$ 9,978.98 | | | | | | | | | | | | | | | \$ 580,379 |
| 511230 | Beckwith, Bryan | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | 48.08 | 21.15 | 135.56 | 19.19 | 1,697.44 | | | | | | | | | \$ 88,606 |
| 511230 | Birchler, John | Firefighter | 1,399.73 | F10-3 | \$ 1,399.73 | - | 48.08 | 21.15 | 135.56 | 19.19 | 1,623.71 | F-10-4 | 1,473.46 | | 21.15 | 135.56 | 19.19 | 1,649.36 | 3/13/2027 | \$ 85,173 |
| 511230 | Blessing, Chris | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | - | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | Cabassa, Ivan | Firefighter | 1,326.21 | F10-2 | \$ 1,326.21 | - | - | 21.15 | 135.56 | 19.19 | 1,502.11 | F-10-3 | 1,547.17 | | 21.15 | 135.56 | 19.19 | 1,723.07 | 8/21/2026 | \$ 81,990 |
| 511230 | Cassidy, James | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | 40.00 | - | 21.15 | 135.56 | 19.19 | 1,689.36 | | | | | | | | | \$ 88,185 |
| 511230 | Connelly, Thomas | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | - | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | Davis, Zachary | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | 86.54 | 21.15 | 135.56 | 19.19 | 1,735.90 | | | | | | | | | \$ 90,614 |
| 511230 | DeLorie, Lindsay | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | - | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | DeLorie, Richard | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | 86.54 | 21.15 | 135.56 | 19.19 | 1,735.90 | | | | | | | | | \$ 90,614 |
| 511230 | Doherty, Patrick | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,735.90 | | | | | | | | | \$ 90,614 |
| 511230 | Donovan, Katherine | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,735.90 | | | | | | | | | \$ 90,614 |
| 511230 | Falcone, Richard | Firefighter | 1,399.73 | F10-3 | \$ 1,399.73 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,662.17 | F-10-4 | 1,473.46 | | 21.15 | 135.56 | 19.19 | 1,649.36 | 1/3/2027 | \$ 86,558 |
| 511230 | Furdon, Brady | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | Gilkey, Benjamin | Firefighter | 1,252.49 | F10-1 | \$ 1,252.49 | | | 21.15 | 135.56 | 19.19 | 1,428.39 | F-10-2 | 1,326.21 | | 21.15 | 135.56 | 19.19 | 1,502.11 | 9/3/2026 | \$ 75,756 |
| 511230 | Grabau, Todd | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | Higgins, Sean | Firefighter | 1,326.21 | F10-2 | \$ 1,326.21 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,588.65 | F-10-3 | 1,636.31 | | 21.15 | 135.56 | 19.19 | 1,812.21 | 8/21/2026 | \$ 86,549 |
| 511230 | Hole, David | Firefighter | 1,326.21 | F10-2 | \$ 1,326.21 | | - | 21.15 | 135.56 | 19.19 | 1,502.11 | F-10-3 | 1,399.73 | | 21.15 | 135.56 | 19.19 | 1,575.63 | 2/15/2027 | \$ 79,601 |
| 511230 | Jewett, Jake | Firefighter | 1,399.73 | F10-3 | \$ 1,399.73 | | | 21.15 | 135.56 | 19.19 | 1,575.63 | F-10-4 | 1,473.46 | | 21.15 | 135.56 | 19.19 | 1,649.36 | 9/13/2026 | \$ 83,442 |
| 511230 | Johansen, Ryan | Firefighter | 1,399.73 | F10-3 | \$ 1,399.73 | | 48.08 | 21.15 | 135.56 | 19.19 | 1,623.71 | F-10-4 | 1,473.46 | | 21.15 | 135.56 | 19.19 | 1,649.36 | 1/3/2027 | \$ 85,173 |
| 511230 | Jones, Gerard | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | 86.54 | 21.15 | 135.56 | 19.19 | 1,735.90 | | | | | | | | | \$ 90,614 |
| 511230 | Kaskiewicz, Michael | Firefighter | 1,399.73 | F10-3 | \$ 1,399.73 | | | 21.15 | 135.56 | 19.19 | 1,575.63 | F-10-4 | 1,473.46 | | 21.15 | 135.56 | 19.19 | 1,649.36 | 4/1/2027 | \$ 83,442 |
| 511230 | Leland, Kevin | Firefighter | 1,326.21 | F10-2 | \$ 1,326.21 | | | 21.15 | 135.56 | 19.19 | 1,502.11 | F-10-3 | 1,399.73 | | 21.15 | 135.56 | 19.19 | 1,575.63 | 8/21/2026 | \$ 79,601 |
| 511230 | Lindsey, Christopher | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | Madden, Angelo | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | Mathieu, Joseph | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | | 21.15 | 135.56 | 19.19 | 1,649.36 | F-10-4 | 1,473.46 | | 21.15 | 135.56 | 19.19 | 1,649.36 | 1/3/2027 | \$ 86,097 |
| 511230 | Nagle, Matthew | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | Papazian, David | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | 86.54 | 21.15 | 135.56 | 19.19 | 1,735.90 | | | | | | | | | \$ 90,614 |
| 511230 | Quintin, Michael | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | Ronan, Corey | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,735.90 | | | | | | | | | \$ 90,614 |
| 511230 | Senior, Kenan | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | | 21.15 | 135.56 | 19.19 | 1,649.36 | | | | | | | | | \$ 86,097 |
| 511230 | Smith, Scott | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | - | 86.54 | 21.15 | 135.56 | 19.19 | 1,735.90 | | | | | | | | | \$ 90,614 |
| 511230 | Spencer, Seamus | Firefighter | 1,326.21 | F10-2 | \$ 1,326.21 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,588.65 | F-10-3 | 1,399.73 | 86.54 | 21.15 | 135.56 | 19.19 | 1,662.17 | 1/15/2027 | \$ 84,119 |
| 511230 | Tedeschi, Daniel | Firefighter | 1,473.46 | F10-4 | \$ 1,473.46 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,735.90 | | | | | | | | | \$ 90,614 |
| 511230 | Whalen, Jonathan | Firefighter | 1,326.21 | F10-2 | \$ 1,326.21 | | 48.08 | 21.15 | 135.56 | 19.19 | 1,550.19 | F-10-3 | 1,399.73 | | 21.15 | 135.56 | 19.19 | 1,575.63 | 2/15/2027 | \$ 81,332 |
| 511230 | White, Nathan | Firefighter | 1,399.73 | F10-4 | \$ 1,399.73 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,662.17 | | | | | | | | | \$ 86,765 |
| 511230 | Vacancy | Firefighter | 1,252.49 | F10-1 | \$ 1,252.49 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,514.93 | F-10-2 | 1,326.21 | 86.54 | 21.15 | 135.56 | 19.19 | 1,588.65 | | \$ 80,274 |
| 511230 | Vacancy | Firefighter | 1,252.49 | F10-1 | \$ 1,252.49 | | 86.54 | 21.15 | 135.56 | 19.19 | 1,514.93 | F-10-2 | 1,326.21 | | | | | | | |



Town of *Wellesley*
FY2027 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*
FY2027 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*
FY2027 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*
 FY2027 Budget Request
 Building Department: Mission, Services & Priorities

Permits Issued in Fiscal Year and Fees Collected:

*FY26 year-to-date as of 11/13/25

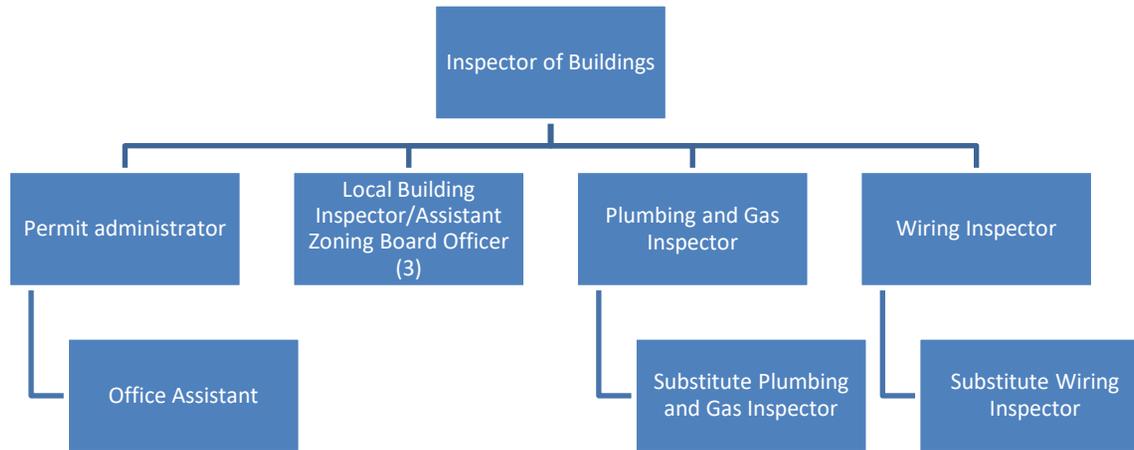
| <u>Fiscal Year</u> | <u>Number of Permits</u> |
|--------------------|--------------------------|
| FY26 | 1,548* |
| FY25 | 3,817 |
| FY24 | 3,733 |
| FY23 | 4,162 |
| FY22 | 4,067 |

| | <u>FY23</u> | <u>FY24</u> | <u>FY25</u> | <u>FY26</u> | <u>FY27</u> |
|----------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Revenue | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Anticipated</u> | <u>Plan</u> |
| Total Fees Collected | \$3,793,221 | \$3,660,951 | \$2,479,762 | \$2,000,000 | \$2,000,000 |

FY26 Total Fees Collected as of 11/13/25:
\$1,280,749



Town of *Wellesley*
 FY2027 Budget Request
 Building Department: Mission, Services & Priorities



| | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------------|---------------|---------------|---------------|---------------|----------------|
| PERMANENT STAFFING (FTEs) | Actual | Actual | Actual | Budget | 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*
 FY2027 Budget Request
 Building Department: Mission, Services & Priorities

| Building Department Operating Request | | | | | | | | | | |
|---------------------------------------|--------|-----------------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|---------------|
| Org | Object | Account # 01-241 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance | % Variance |
| PERSONAL SERVICES | | | | | | | | | | |
| 01241100 | 511010 | Senior Administrator | Inspector of Buildings | \$ 107,457 | \$ 112,080 | \$ 117,918 | \$ 135,825 | \$ 138,542 | \$ 2,717 | 2.00% |
| 01241100 | 511220 | Other Professionals | Local Building Inspector, Wiring Inspector, Plumbing/Gas Inspector | 352,225 | 374,222 | 394,289 | 421,810 | 442,080 | \$ 20,270 | 4.81% |
| 01241100 | 511370 | Clerical | Full-Time Secretary | 57,039 | 58,525 | 9,271 | 62,928 | 64,814 | \$ 1,886 | 3.00% |
| 01241100 | 511420 | Other Non Professional | Permit Administrator | 61,219 | 63,511 | 66,302 | 69,421 | 72,768 | \$ 3,347 | 4.82% |
| 01241100 | 512290 | Temporary | Substitute Plumbing/Gas/Wiring Inspectors and Admin Staff (vacations/sick leave only) | 16,122 | 13,214 | 7,121 | 20,000 | 20,000 | \$ - | 0.00% |
| 01241100 | 513120 | Scheduled Overtime | Overtime for eligible employees including inspectors and office staff | - | - | - | 1,000 | 1,000 | \$ - | 0.00% |
| 01241100 | 515050 | Longevity | Longevity payment due personnel with more than 10 years service. | - | - | - | 900 | 900 | \$ - | 0.00% |
| PERSONAL SERVICES SUBTOTAL | | | | 594,062 | 621,552 | 594,902 | 711,884 | 740,104 | \$ 28,220 | 3.96% |
| EXPENSES | | | | | | | | | | |
| 01241200 | 517020 | Medical Check up | | - | - | - | - | - | \$ - | - |
| 01241200 | 524030 | Equip. Maint. Contracts | FY11-Typewriter Maintenance is centralized under Dept. 199 | - | - | - | - | - | \$ - | - |
| 01241200 | 530500 | Training & Development | Inspectors' State Certification Educational Programs (Mandated) | 125 | 250 | 670 | 2,000 | 2,000 | \$ - | 0.00% |
| 01241200 | 530900 | Other Professional Services | Digitization of Plans | 7,580 | 6,683 | - | 8,000 | 8,000 | \$ - | 0.00% |
| 01241200 | 534010 | Postage | Notification / Permit Renewals (Mandated) | 163 | 10 | 2 | 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. | - | - | - | - | - | \$ - | - |
| 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 | 1,128 | 989 | 3,960 | 3,500 | 3,500 | \$ - | 0.00% |
| 01241200 | 571010 | In-state travel (mileage) | Personal vehicle mileage reimbursement - 4 inspectors | 14,175 | 14,475 | 13,269 | 18,000 | 18,000 | \$ - | 0.00% |
| 01241200 | 573010 | Dues-Administrators | Inspectors' memberships & dues | 424 | 150 | 320 | 1,000 | 1,000 | \$ - | 0.00% |
| 01241200 | 583120 | Office Machines Replacement | | - | - | - | - | - | \$ - | - |
| EXPENSE SUBTOTAL | | | | 25,192 | 23,528 | 18,221 | 39,100 | 39,100 | \$ - | 0.00% |
| 01241200 | 570000 | Other Charges & Expenses | Encumbered expenses from prior fiscal year | 130 | - | 1,201 | - | - | \$ - | - |
| DEPARTMENT TOTAL | | | | \$ 619,253 | \$ 645,080 | \$ 614,324 | \$ 750,984 | \$ 779,204 | \$ 28,220 | 3.76% |



Town of Wellesley

FY2027 Budget Request

Building Department Operating Request

Department: 241

Department Head: Michael Grant, Building Inspector

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-------------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 577,940 | \$ 608,338 | \$ 587,781 | \$ 689,984 | \$ 718,204 | 28,220 | 4.09% |
| Part Time | 16,122 | 13,214 | 7,121 | 20,000 | 20,000 | - | 0.00% |
| Longevity/Overtime | - | - | - | 1,900 | 1,900 | - | 0.00% |
| Subtotal, Personal Services | 594,062 | 621,552 | 594,902 | 711,884 | 740,104 | 28,220 | 3.96% |
| Expenses | 25,192 | 23,528 | 18,221 | 39,100 | 39,100 | - | 0.00% |
| Encumbrances | - | - | 1,201 | - | - | - | 0.00% |
| Subtotal, Expenses | 25,192 | 23,528 | 19,422 | 39,100 | 39,100 | - | 0.00% |

Full Time Position Benefits

| | | | | | | | |
|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|--------------|
| TOTAL TAX IMPACT | \$ 619,253 | \$ 645,080 | \$ 614,324 | \$ 750,984 | \$ 779,204 | \$ 28,220 | 3.76% |
|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|--------------|

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|-----------------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01241100 | 511010 | Senior Administrator | Inspector of Buildings | \$ 107,457 | \$ 112,080 | \$ 117,918 | \$ 135,825 | \$ 138,542 | \$ 2,717 | 2.00% |
| 01241100 | 511220 | Other Professionals | Local Building Inspector, Wiring Inspector, Plumbing/Gas Inspector | 352,225 | 374,222 | 394,289 | 421,810 | 442,080 | \$ 20,270 | 4.81% |
| 01241100 | 511370 | Clerical | Full-Time Secretary | 57,039 | 58,525 | 9,271 | 62,928 | 64,814 | \$ 1,886 | 3.00% |
| 01241100 | 511420 | Other Non Professional | Permit Administrator | 61,219 | 63,511 | 66,302 | 69,421 | 72,768 | \$ 3,347 | 4.82% |
| 01241100 | 512290 | Temporary | Substitute Plumbing/Gas/Wiring Inspectors and Admin Staff (vacations/sick leave only) | 16,122 | 13,214 | 7,121 | 20,000 | 20,000 | \$ - | 0.00% |
| 01241100 | 513120 | Scheduled Overtime | Overtime for eligible employees including inspectors and office staff | - | - | - | 1,000 | 1,000 | \$ - | 0.00% |
| 01241100 | 515050 | Longevity | Longevity payment due personnel with more than 10 years service. | - | - | - | 900 | 900 | \$ - | 0.00% |
| | | | PERSONAL SERVICES SUBTOTAL | 594,062 | 621,552 | 594,902 | 711,884 | 740,104 | \$ 28,220 | 3.96% |
| EXPENSES | | | | | | | | | | |
| 01241200 | 517020 | Medical Check up | | - | - | | | | \$ - | - |
| 01241200 | 524030 | Equip. Maint. Contracts | FY11-Typewriter Maintenance is centralized under Dept. 199 | - | - | | | | \$ - | - |
| 01241200 | 530500 | Training & Development | Inspectors' State Certification Educational Programs (Mandated) | 125 | 250 | 670 | 2,000 | 2,000 | \$ - | 0.00% |
| 01241200 | 530900 | Other Professional Services | Digitization of Plans | 7,580 | 6,683 | - | 8,000 | 8,000 | \$ - | 0.00% |
| 01241200 | 534010 | Postage | General Correspondence / Abutter Notification / Permit Renewals (Mandated) | 163 | 10 | 2 | 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. | - | | | | | \$ - | - |
| 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 | 1,128 | 989 | 3,960 | 3,500 | 3,500 | \$ - | 0.00% |
| 01241200 | 571010 | In-state travel (mileage) | Personal vehicle mileage reimbursement – 4 inspectors | 14,175 | 14,475 | 13,269 | 18,000 | 18,000 | \$ - | 0.00% |
| 01241200 | 573010 | Dues-Administrators | Inspectors' memberships & dues | 424 | 150 | 320 | 1,000 | 1,000 | \$ - | 0.00% |
| 01241200 | 583120 | Office Machines Replacement | | | | | | | \$ - | - |
| | | | EXPENSE SUBTOTAL | 25,192 | 23,528 | 18,221 | 39,100 | 39,100 | \$ - | 0.00% |
| 01241200 | 570000 | Other Charges & Expenses | Encumbered expenses from prior fiscal year | | | 1,201 | | | \$ - | - |
| | | | DEPARTMENT TOTAL | \$ 619,253 | \$ 645,080 | \$ 614,324 | \$ 750,984 | \$ 779,204 | \$ 28,220 | 3.76% |

| Building Department Operating Request | | | | | | | |
|---|--------------|-------------------------|----------------------------|---------------------------|----------------------|--------------------|----------------------|
| Job Title Employee Name | Hrs per week | FY27 RATE REQUEST | | | | | Total Budget Request |
| | | FY26 Rate as of 6/30/26 | Group - Step As of 6/30/26 | FY27 Starting Rate 7/1/26 | Step Adjustment Date | Adjusted FY27 Rate | |
| Inspector of Buildings Michael Grant | 35 | \$ 2,602.02 | A14 | \$ 2,654.06 | | | 138,542 |
| Local Building Inspector/Asst. Zoning Board Officer Socretes Sirafos | 35 | \$ 1,658.30 | B8-4 | \$ 1,691.47 | 2/11/2027 B8-5 | \$ 1,737.88 | 89,223 |
| Local Building Inspector/Asst. Zoning Board Officer Alan Walker | 35 | \$ 1,570.80 | B8-2 | \$ 1,602.22 | 1/2/2027 B8-3 | \$ 1,646.13 | 84,769 |
| Local Building Inspector/Asst. Zoning Board Officer Kevin Saaristo | 35 | \$ 1,613.85 | B8-3 | \$ 1,646.13 | 5/1/2027 B8-4 | \$ 1,691.47 | 86,318 |
| Plumbing & Gas Inspector Warren Pansire | 35 | \$ 1,613.85 | B8-3 | \$ 1,646.13 | 12/17/2026 B8-4 | \$ 1,691.47 | 87,197 |
| Wiring Inspector Michael Sweeney | 35 | \$ 1,750.70 | B8-6 | \$ 1,785.71 | 12/19/2026 B8-7 | \$ 1,834.98 | 94,574 |
| Permit Administrator - Pamela O'Connell | 35 | \$ 1,357.65 | B5-5 | \$ 1,384.80 | 4/4/2027 B5-6 | \$ 1,423.00 | 72,768 |
| Office Assistant Vacant | 35 | \$ 1,217.30 | B3-8 | \$ 1,241.65 | | | 64,814 |
| Substitute Wiring Inspector Kenneth Brown | | | DA02 | | | | 10,000 |
| Substitute Plumbing & Gas Inspector David Pilleri | | | DA02 | | | | 10,000 |
| Overtime for eligible employees | | \$ 1,000.00 | | \$ 1,000.00 | | | 1,000 |
| Longevity - Sirafos & Sweeney | | \$ 900.00 | | \$ 900.00 | | | 900 |
| | | | | Total Salary | | | \$ 740,104 |

Assumptions: 52.2 week work year

H-Table increase 2.00% 1.0200

S-Table increase 2.00% 1.0200

Pay weeks in FY27 52.2



Town of *Wellesley*

FY2027 Budget Request

Sealer of Weights & Measures Operating Request

Department #: 244

Department Head: Meghan Jop, Executive Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Change FY26-27 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|-------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 15,269 | \$ 12,916 | \$ 13,835 | \$ 16,451 | \$ 16,780 | \$ 329 | 2.00% |
| Subtotal, Personal Services | 15,269 | 12,916 | 13,835 | 16,451 | 16,780 | 329 | 2.00% |
| Expenses | 2,017 | 2,013 | 2,253 | 2,600 | 2,675 | \$ 75 | 2.88% |
| Subtotal, Expenses | 2,017 | 2,013 | 2,253 | 2,600 | 2,675 | 75 | 2.88% |
| TOTAL TAX IMPACT | \$ 17,286 | \$ 14,929 | \$ 16,088 | \$ 19,051 | \$ 19,455 | \$ 404 | 2.12% |
| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------------------|--------|-----------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | |
| 01244100 | 511010 | Senior Administrators | \$15,269 | \$12,916 | \$13,835 | \$16,451 | \$16,780 | \$ 329 | 2.00% |
| PERSONAL SERVICES SUBTOTAL | | | 15,269 | 12,916 | 13,835 | 16,451 | 16,780 | \$ 329 | 2.00% |
| EXPENSES | | | | | | | | | |
| 01244200 | 530500 | Training & Development | - | - | - | - | | \$ - | - |
| 01244200 | 534030 | Advertising - General | 15 | 16 | 15 | 25 | 25 | \$ - | 0.00% |
| 01244200 | 542010 | Office Supplies | 107 | 87 | - | 175 | 175 | \$ - | 0.00% |
| 01244200 | 571010 | Travel-Mileage | - | - | 688 | 200 | 200 | \$ - | 0.00% |
| 01244200 | 571110 | Conf/Mtgs-Administrators | 1,896 | 1,910 | 1,550 | 2,200 | 2,275 | \$ 75 | 3.41% |
| 01244200 | 583190 | Other Equipment Replacement | - | - | | | | \$ - | - |
| EXPENSES SUBTOTAL | | | 2,017 | 2,013 | 2,253 | 2,600 | 2,675 | \$ 75 | 2.88% |
| DEPARTMENT TOTAL | | | \$17,286 | \$14,929 | \$16,088 | \$19,051 | \$19,455 | \$ 404 | 2.12% |

Sealer of Weights & Measures Operating Request

| Job Title Employee Name | FY26 Rate as of 6/30/26 | FY27 RATE REQUEST*** | | | | | | |
|---|-------------------------------|----------------------|-----------|-------|---------------------------------|----------------------------|------------------------|---------------------------|
| | | Group - Step | Hrly Rate | Hours | FY27 Starting Rate 7/1/26 | Step Adjustment Date | Adjusted Rate | Total Budget Request * |
| Sealer of Weights & Measure Jack Walsh- average 8 hrs per week | \$43.87 | n/a | \$ 44.75 | 375 | \$ 16,780.28 | N/A | N/A | \$ 16,780 |
| | | | | | | | Total Salary \$ | 16,780 |
| *Note: FY27 Salary is based on 52.2 weeks. | | | | | | | | |



Town of Wellesley

FY2027 Budget Request

Special School Police Operating Request

Department: 299
 Department Head: Scott Whittemore, Police Chief

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Change FY26-27 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|-------------------------|
| Personal Services | | | | | | | |
| Part Time | \$ 42,109 | \$ 48,137 | \$ 46,383 | \$ 142,285 | \$ 148,792 | \$ 6,507 | 4.57% |
| Subtotal, Personal Services | 42,109 | 48,137 | 46,383 | 142,285 | 148,792 | 6,507 | 4.57% |
| Expenses | 3,005 | 766 | 3,630 | 3,887 | 4,004 | \$ 117 | 3.00% |
| Encumbered Expenses | - | 490 | - | - | - | \$ - | 0% |
| Subtotal, Expenses | 3,005 | 1,256 | 3,630 | 3,887 | 4,004 | 117 | 3.00% |
| TOTAL TAX IMPACT | \$ 45,114 | \$ 49,393 | \$ 50,013 | \$ 146,172 | \$ 152,796 | \$ 6,624 | 4.53% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------------------|--------|-----------------------------------|------------------------------|------------------|------------------|------------------|-------------------|-------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01299100 | 511240 | Uniformed Non Professional | Police/School crossing guard | \$ 42,109 | \$ 48,137 | \$ 46,383 | \$ 142,285 | \$ 148,792 | 6,507 | 4.57% |
| PERSONAL SERVICES SUBTOTAL | | | | 42,109 | 48,137 | 46,383 | 142,285 | 148,792 | 6,507 | 4.57% |
| EXPENSES | | | | | | | | | | |
| 01299200 | 534030 | Advertising-General | | - | - | - | 1,057 | 1,089 | 32 | 3.00% |
| 01299200 | 542110 | Uniforms | | 3,005 | 766 | 3,630 | 2,830 | 2,915 | 85 | 3.00% |
| EXPENSE SUBTOTAL | | | | 3,005 | 766 | 3,630 | 3,887 | 4,004 | 117 | 3.00% |
| | 570000 | Other Charges | Encumbered Expenses | - | 490 | - | | | - | 0.00% |
| TOTAL | | | | \$ 45,114 | \$ 49,393 | \$ 50,013 | \$ 146,172 | \$ 152,796 | \$ 6,624 | 4.53% |

Current Special School Police Personnel as of today.

Permanent

Substitute

Bortolotti, Amelia

Madden, Joshua

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

Winkelman, Johanna

Wyman, Gabriele

Zheng, Ming

Vacant

TOWN OF WELLESLEY - FY27 BUDGET

Department: SPECIAL SCHOOL POLICE

| Location | FY26 June 30th Rate | FY27 7/1/2026 Starting Rate Rate | Total Budget Request | Hours Per Day |
|--|-------------------------------|---|-------------------------|------------------|
| (1) Cedar @ Rt. 9 | 173.50 | 181.45 | 6,714 | 1.00 |
| (2) Cedar @ Barton Road | 173.50 | 181.45 | 6,714 | 1.00 |
| (3) Cedar @ Fiske | 173.50 | 181.45 | 6,714 | 1.00 |
| (4a) Washington @ Glen | 206.00 | 214.93 | 7,953 | 1.33 |
| (4b) Washington @ Crescent (two posts) | 124.25 | 130.73 | 4,837 | 0.50 |
| (5) Walnut @ Damien | 173.50 | 181.45 | 6,714 | 1.00 |
| (6) Walnut @ Warren | 156.75 | 164.21 | 6,076 | 0.83 |
| (7) Washington @ Warren | 173.50 | 181.45 | 6,714 | 1.00 |
| (8) Cedar @ Schofield | 173.50 | 181.45 | 6,714 | 1.00 |
| (9) Weston @ Elmwood | 173.50 | 181.45 | 6,714 | 1.00 |
| (10) Weston @ Parker | 173.50 | 181.45 | 6,714 | 1.00 |
| (11) Grove @ Fullerbrook | 173.50 | 181.45 | 6,714 | 1.00 |
| (12) Hampden @ Cameron | 173.50 | 181.45 | 6,714 | 1.00 |
| (13) Wellesley @ Atwood | 173.50 | 181.45 | 6,714 | 1.00 |
| (14) Weston @ Cleveland | 173.50 | 181.45 | 6,714 | 1.00 |
| (15) Washington @ St Paul | 173.50 | 181.45 | 6,714 | 1.00 |
| (16) Weston @ Hardy Schl | 173.50 | 181.45 | 6,714 | 1.00 |
| (17) Kingsbury @ Rt 9 | 206.00 | 214.93 | 7,953 | 1.33 |
| (18) Kingsbury @ Middle Sch | 203.05 | 211.89 | 7,840 | 1.30 |
| (19) Kingsbury @ Calvin | 173.50 | 181.45 | 6,714 | 1.00 |
| (20) Elmwood @ Bate's | 173.50 | 181.45 | 6,714 | 1.00 |
| (21) Oak @ Sprague | 173.50 | 201.45 | 6,714 | 1.00 |
| TOTAL PART TIME | 17 | | \$ 148,792 | 22.29 |
| TOTAL TEMP/SEASONAL | 1 | | | 111.45 |
| TOTAL OVERTIME | RECOVERED FROM SALARIES ABOVE | | | |
| TOTAL OTHER | 0 | | | |
| TOTAL PERSONAL SERVICES | | | \$ 148,792 | |

Totals Hours per day

Total Hours per week



Town of Wellesley

FY2027 Budget Request

Retirement Operating Request

Department: 910

The Town is making contributions to the Pension Fund in accordance with the 1/1/25 Actuarial valuation. The Enterprise Funds are assessed their share.

The updated actuarial valuation as of January 1, 2025 adopts a level Funding Schedule in total. While the valuation reflects rising normal costs, the amortization of the unfunded liability decreases to maintain a flat overall appropriation. Departmental allocations shifted due to the updated participant data, therefore the total appropriation to the Town shows a modest year over year decrease in FY27.

| Org | Object | Account # 01-910 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|--|----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| | | Contributory Retirement Pension | Total Retirement | \$ 10,034,958 | \$ 10,338,575 | \$ 10,648,732 | \$ 10,968,194 | \$ 10,968,194 | \$ - | 0.00% |
| 64* | 575010 | Sewer Contribution | | (113,566) | (117,016) | (101,421) | (104,462) | (133,234) | \$ (28,772) | 27.54% |
| 74* | 575010 | Water Contribution | | (264,988) | (273,036) | (339,775) | (350,005) | (311,192) | \$ 38,813 | -11.09% |
| 68* | 575010 | Stormwater Contribution | | | | | - | (76,445) | \$ (76,445) | 0.00% |
| 64 | 202049 | MLP Contribution | | (987,095) | (1,016,728) | (1,092,844) | (1,125,367) | (1,156,358) | \$ (30,991) | 2.75% |
| | | West Suburban Veteran's District | | (12,038) | (12,411) | (8,792) | (9,063) | (4,586) | \$ 4,477 | -49.40% |
| | | Wellesley Housing Authority Contribution | | (70,845) | (73,019) | (66,796) | (68,835) | (60,614) | \$ 8,221 | -11.94% |
| 01910200 | 575010 | Contributory Retirement Pension | Expense total | \$ 8,586,426 | \$ 8,846,365 | \$ 9,039,104 | \$ 9,310,462 | \$ 9,225,765 | \$ (84,697) | -0.91% |

Section 3: Supplemental Information

Exhibit E: Department results as of January 1, 2025

| Component | Housing | Water | Sewer | Stormwater | Light | School | Veteran | All Other | Total |
|--|------------------|------------------|------------------|------------------------|--------------------|--------------------|-----------------|---------------------|---------------------|
| 1. Participant counts | | | | | | | | | |
| a. Active employees | 6 | 21 | 8 | 5 | 30 | 230 | 0 | 364 | 664 |
| b. Inactive members entitled to a return of their employee contributions | 4 | 0 | 0 | 0 | 2 | 296 | 1 | 66 | 369 |
| c. Inactive members with a vested right to a deferred or immediate benefit | 0 | 2 | 0 | 0 | 2 | 16 | 0 | 24 | 44 |
| d. Retired members | 5 | 13 | 2 | 0 | 37 | 120 | 1 | 267 | 445 |
| e. Total members: (a) + (b) + (c) + (d) | 15 | 36 | 10 | 5 | 71 | 662 | 2 | 721 | 1,522 |
| 2. Projected payroll for calendar year 2025 | \$407,228 | \$1,658,789 | \$672,063 | \$530,634 | \$3,619,123 | \$11,418,427 | \$0 | \$30,536,582 | \$48,842,847 |
| 3. Normal cost | | | | | | | | | |
| a. Total normal cost | \$50,713 | \$234,775 | \$99,222 | \$83,719 | \$811,527 | \$1,781,032 | \$0 | \$5,753,974 | \$8,814,962 |
| b. Administrative expense assumption | 2,014 | 9,322 | 3,940 | 3,324 | 32,222 | 70,716 | 0 | 228,462 | 350,000 |
| c. Employee contributions | -41,195 | -166,401 | -64,878 | -52,780 | -376,830 | -1,117,422 | 0 | -3,105,817 | -4,925,323 |
| d. Employer normal cost: (a) + (b) + (c) | \$11,532 | \$77,696 | \$38,284 | \$34,263 | \$466,919 | \$734,326 | \$0 | \$2,876,619 | \$4,239,639 |
| 4. Total actuarial accrued liability | \$2,469,555 | \$11,682,495 | \$4,730,901 | \$2,048,485 | \$33,795,727 | \$54,988,437 | \$234,268 | \$220,726,846 | \$330,676,714 |
| 5. Actuarial value of assets ¹ | 2,304,577 | 10,902,049 | 4,414,854 | 1,911,637 | 31,538,013 | 51,314,950 | 218,618 | 205,981,249 | 308,585,947 |
| 6. Unfunded actuarial accrued liability: (4) - (5) | \$164,978 | \$780,446 | \$316,047 | \$136,848 | \$2,257,714 | \$3,673,487 | \$15,650 | \$14,745,597 | \$22,090,767 |
| 7. Projected employer normal cost, adjusted for timing | \$11,861 | \$79,913 | \$39,376 | \$35,241 | \$480,241 | \$755,278 | \$0 | \$2,958,690 | \$4,360,600 |
| 8. Projected unfunded actuarial accrued liability | 169,855 | 803,518 | 325,390 | 140,894 | 2,324,459 | 3,782,086 | 16,113 | 15,181,523 | 22,743,838 |
| 9. Budgeted contribution for fiscal 2026: | \$68,835 | \$350,005 | \$104,462 | \$0² | \$1,125,367 | \$1,984,296 | \$9,063 | \$7,326,166 | \$10,968,194 |
| 10. Recommended contribution for fiscal 2027 | 60,614 | 311,192 | 133,234 | 76,445 | 1,156,358 | 1,855,387 | 4,586 | 7,370,378 | 10,968,194 |
| 11. Recommended contribution for fiscal 2028 | 60,004 | 308,969 | 132,538 | 76,728 | 1,157,185 | 1,856,766 | 4,489 | 7,371,515 | 10,968,194 |

¹ Assets allocated in proportion to actuarial accrued liability.

² Stormwater was reported under "All Other" for prior valuation and the contribution was paid by the Town



Town of Wellesley FY2027 Budget Request

Workers Compensation Operating Request

Department: 912

Department Head: Rachel DeRoche, 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 FY27 contribution as of the 6/30/25 valuation was \$757,000 at a discounted 75% confidence level basis

| Org | Object | Account # 01-912 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--|--------|-----------------------------------|---|----------------|-----------------|-----------------|-----------------|-----------------|------------------------|-----------------------|
| 01912200 | 596021 | Transfer to Internal Service | Workers' compensation requirement per Actuarial Study | \$ 944,149 | \$ 700,070 | \$ 740,348 | \$ 740,348 | \$ 725,963 | \$ (14,385) | -1.94% |
| Other Funding Sources: | | | | <u>FY23</u> | <u>FY24</u> | <u>FY25</u> | <u>FY26</u> | <u>FY27</u> | | |
| Workers' Compensation Requirement Per Actuarial Study | | | | 300,000 | 730,000 | 772,000 | 772,000 | 757,000 | | |
| Less: Workers' Comp Staff Salary covered in HR Budget | | | | (43,551) | - | - | | | | |
| Workers' Compensation Requirement | | | | <u>256,449</u> | <u>730,000</u> | <u>772,000</u> | <u>772,000</u> | <u>757,000</u> | | |
| Municipal Light (1.9% of total appropriation) | | | | (5,700) | (13,870) | (14,668) | (14,668) | (14,383) | | |
| Water/Sewer & Stormwater (2.2% of total appropriation) | | | | <u>(6,600)</u> | <u>(16,060)</u> | <u>(16,984)</u> | <u>(16,984)</u> | <u>(16,654)</u> | | |
| | | | | 244,149 | 700,070 | 740,348 | 740,348 | 725,963 | | |

We also calculate losses discounted at 4.5% and at higher confidence levels.

A similar approach is used for the 2026/27 accident year, based on a 5.0% trend in payroll, as advised by Wellesley, estimated pure premium trend, estimated benefit level adjustments and an assumed \$650,000 retention. Note that the low and high estimates do not represent best or worst case scenarios; results outside of this range are possible if not likely.

As noted above, the 2025/26 and 2026/27 accident period estimates are highly dependent on Wellesley's exposure estimates.

Indicated Contribution for the July 1, 2026/27 Fiscal Year

The following table displays the total estimated operational expenses for fiscal year 2026/27, as provided by Wellesley:

| TOWN OF WELLESLEY WORKERS COMPENSATION JULY 1, 2026/27 FISCAL YEAR ESTIMATED OPERATIONAL EXPENSES (\$000s) | |
|---|---------------------|
| Operational Expenses | Undiscounted |
| Excess Insurance | \$125 |
| Claims Handling | 25 |
| Audit/Actuarial/Legal | 25 |
| <u>Miscellaneous/Clerical</u> | <u>55</u> |
| Total Estimated Miscellaneous Costs | \$230 |

The following table provides a comparison of the total estimated unpaid loss and ALAE as of July 1, 2025 compared to the June 30, 2025 market value of Wellesley's workers compensation fund:

| TOWN OF WELLESLEY WORKERS COMPENSATION ESTIMATED CONTRIBUTION FOR THE JULY 1, 2026/27 FISCAL YEAR (\$000s) | | | | |
|---|-----------------------------|--------------------|-----------------------|--------------------|
| Cost | 75% Confidence Level | | Expected Level | |
| | Undisc | Disc (4.5%) | Undisc | Disc (4.5%) |
| Estimated Unpaid Loss and ALAE | \$1,120 | \$1,000 | \$907 | \$817 |
| Loss and ALAE for 2026/27 | 835 | 764 | 679 | 621 |
| Operational Expenses | 230 | 230 | 230 | 230 |
| Total | 2,185 | 1,994 | 1,816 | 1,668 |
| <u>Market Value as of 6/30/25</u> | <u>1,428</u> | <u>1,428</u> | <u>1,428</u> | <u>1,428</u> |
| Estimated (Excess)/Contribution | \$757 | \$566 | \$388 | \$240 |

As seen in the table, the fund market value as of June 30, 2025 of \$1,428,214 is approximately \$757,000 less than the total estimated undiscounted unpaid loss at a 75% confidence level as of June 30, 2025 plus losses and operational expenses for fiscal year 2026/27. The fund value is projected to



Town of Wellesley

FY2027 Budget Request

Unemployment Compensation Operating Request

Department: 913

Department Head: Rachel DeRoche, 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|-------------|----------------|----------------|----------------|----------------|-----------------|------------------------|--------------------------|
| 01913200 | 596087 | Transfer to Unemployment Comp | | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ - | 0.00% |



Town of Wellesley FY2027 Budget Request

Group Insurance Operating Request

Department: 914/912

Department Head: Rachel DeRoche, 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 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|---|---|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 21914200 | 575210 | Group Health Insurance | Provides coverage for 1,800+ employees and retirees | 18,213,887 | 18,417,664 | 19,390,128 | 22,177,232 | 25,009,404 | 2,832,172 | 12.77% |
| 21914200 | 575214 | HSA Contribution | | 438,000 | 438,000 | 450,000 | 482,000 | 459,000 | (23,000) | -4.77% |
| 21914200 | 578510 | TOWN FSA CONTRIBUTION MATCH | | 170,250 | 226,050 | 232,000 | 232,000 | 218,100 | (13,900) | -5.99% |
| 21914200 | 575295 | OPT Out | | 351,250 | 351,250 | 400,000 | 400,000 | 405,000 | 5,000 | 1.25% |
| 21914200 | 575295 | Additional Insurance Opt Outs (Dental/Accident) | | - | - | 65,000 | 70,000 | 75,000 | 5,000 | 7.14% |
| 21914200 | 575210 | Enterprise Assessment | | (1,045,000) | (1,110,000) | (1,221,000) | (1,343,000) | (1,531,020) | (188,020) | 14.00% |
| | | See Enrollment sheet | | 18,128,387 | 18,322,964 | 20,316,128 | 22,018,232 | 24,635,484 | 2,617,252 | 11.89% |
| 21914200 | 578500 | FSA ADMIN FEE PAID BY TOWN | | 107,250 | 106,450 | 110,000 | 110,000 | 110,000 | - | 0.00% |
| 21914200 | 578511 | HRA MEDICAL | First come, first served reimbursements | 50,000 | 35,000 | 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 | 35,000 | - | 0.00% |
| 21914200 | 530259 | OPEB Consulting | Provides investment and actuarial consulting services to the OPEB program | 30,000 | 30,000 | 30,000 | 60,000 | 60,000 | - | 0.00% |
| 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 | 1,863,750 | 88,750 | 5.00% |

| | | | | | | | | | | |
|--------------|--------|------------------------------|---|----------------------|----------------------|----------------------|----------------------|----------------------|------------------|---------------|
| 21914200 | 575235 | Medicare B Penalty & Refunds | For those who were forced into Medicare | 58,000 | 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 | 525,000 | - | 0.00% |
| 21914200 | 575218 | EYEMED | | 80,000 | 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 | 775,000 | - | 0.00% |
| 21914200 | 578550 | VOYA Fees | Town now pays for the OBRA Plan Voya fees | 30,000 | 35,000 | 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 | 92,000 | - | 0.00% |
| TOTAL | | | | \$ 21,021,387 | \$ 21,385,964 | \$ 23,739,128 | \$ 25,598,232 | \$ 28,304,234 | 2,706,002 | 10.57% |

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



Town of *Wellesley*

FY2027 Budget Request

OPEB Operating Request

Department: 919

Department Head: Rachel DeRoche, Finance Director

| Org | Object | Account # 01-919 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| 01919200 | 596998 | OPEB Non-Excluded | \$ 3,443,628 | \$ 3,293,629 | \$ 3,200,000 | \$ 3,100,000 | \$ 3,000,000 | \$ (100,000) | -3.23% |
| 01919200 | 596999 | OPEB Excluded | - | - | - | - | | \$ - | 0.00% |
| | | EXPENSES TOTAL | \$ 3,443,628 | \$ 3,293,629 | \$ 3,200,000 | \$ 3,100,000 | \$ 3,000,000 | \$ (100,000) | -3.23% |



Town of *Wellesley*

FY2027 Budget Request

Compensated Absences Operating Request

Department: 950

Department Head: Rachel DeRoche, 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 | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|-------------|----------------|----------------|----------------|----------------|-----------------|---------------------------|--------------------------|
| 01950100 | 519020 | Sick Leave/Vacation Buyback | | \$ 159,854 | \$ 130,339 | \$ 185,628 | \$ 130,000 | \$ 130,000 | \$ - | 0.00% |



Town of Wellesley

FY2027 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 EXPENDITURES | FY23 <u>Actual</u> | FY24 <u>Actual</u> | FY25 <u>Actual</u> | FY26 <u>Budget</u> | FY27 <u>Request</u> | \$ Variance <u>FY26-27</u> | % Variance <u>FY26-27</u> |
|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|-------------------------------|------------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 110,190 | \$ 116,150 | \$ 120,902 | \$ - | \$ - | \$ - | 0% |
| Part Time/Temp/Seasonal | 67,794 | 76,572 | 77,876 | 107,235 | 107,235 | \$ 0 | 0.00% |
| Other (Meter/Sign Repair) | 59,728 | 61,489 | 67,267 | 20,000 | 20,000 | \$ - | 0.00% |
| Traffic Officer | 37,168 | 38,137 | 41,473 | - | - | \$ - | 0% |
| Subtotal, Personal Services | 274,879 | 292,348 | 307,518 | 127,235 | 127,235 | \$ 0 | 0.00% |
| Expenses | 505,092 | 597,326 | 733,818 | 615,900 | 643,600 | 27,700 | 4.50% |
| Capital | | | | | | | |
| P/S & Expenses TOTAL | \$ 779,971 | \$ 889,674 | \$ 1,041,336 | \$ 743,135 | \$ 770,835 | \$ 27,700 | 3.73% |
| Capital Request | \$ 100,000 | \$ - | \$ - | \$ - | \$ - | | |
| GRAND TOTAL | \$ 879,971 | \$ 889,674 | \$ 1,041,336 | \$ 743,135 | \$ 770,835 | \$ 27,700 | 3.73% |

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

| | | | | | | | |
|---------------------------------------|-------------------|-------------------|---------------------|-------------------|-------------------|------------------|--------------|
| GRAND TOTAL (Operating + Debt) | \$ 779,971 | \$ 889,674 | \$ 1,041,336 | \$ 743,135 | \$ 770,835 | \$ 27,700 | 3.73% |
|---------------------------------------|-------------------|-------------------|---------------------|-------------------|-------------------|------------------|--------------|

| Revenues - Parking Charges | FY23 <u>Actual</u> | FY24 <u>Actual</u> | FY25 <u>Actual</u> | FY26 <u>Budgeted</u> | FY27 <u>Estimated</u> |
|-----------------------------|-----------------------|-----------------------|-----------------------|-------------------------|--------------------------|
| Annual Permits | 78,875 | 74,842 | 72,760 | 88,000 | 70,000 |
| Debit Card Sales | | | | | |
| Ticket Machines | | | | | |
| Lot Meters | 30,000 | 33,413 | 36,652 | 30,000 | 35,000 |
| Street Meters | 80,500 | 72,943 | 79,186 | 70,000 | 75,000 |
| Passport/PaybyPhone | 440,712 | 589,863 | 640,051 | 550,000 | 600,000 |
| EV Charging Stations | | - | 19,338 | 12,000 | 20,000 |
| Other Revenue (Rental, etc) | 500 | 440 | 293 | 1,000 | 300 |
| General Fund Subsidy | 400,000 | 399,003 | 200,000 | - | |
| Total Revenue | 1,030,587 | 1,170,505 | 1,048,280 | 751,000 | 800,300 |

| PERMANENT STAFFING (FTEs) | FY23 <u>Actual</u> | FY24 <u>Actual</u> | FY25 <u>Actual</u> | FY26 <u>Budget</u> | FY27 <u>Request</u> |
|---------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| Full Time-Equivalent Employees | | | | | |
| Position Titles: | | | | | |
| Administrator | 0.5 | 0.5 | 0.5 | 0.0 | 0.0 |
| Parking Clerk | 0.5 | 0.5 | 0.5 | 0.0 | 0.0 |
| Meter/Sign Repair | 0.5 | 0.5 | 0.5 | 0.2 | 0.2 |
| Parking Attendants | <u>2.6</u> | <u>2.6</u> | <u>2.1</u> | <u>2.1</u> | <u>2.1</u> |
| Total Number of Positions | 4.1 | 4.1 | 1.6 | 2.3 | 2.3 |

Traffic & Parking Operating Request

| Org | Obj | Munis Object # Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|---------------------------------|---|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 27293100 | 511010 | Senior Administrator | 50% Police Lieutenant | \$ 76,969 | \$ 81,275 | \$ 84,355 | \$ - | \$ - | \$ - | 0.00% |
| 27293100 | 511220 | Other Professional | Parking Clerk | \$ 33,221 | \$ 34,875 | \$ 36,547 | \$ - | \$ - | \$ - | 0.00% |
| 27293100 | 511240 | Unif Staff | 4 part-time positions 18 hours/week | 67,794 | 76,572 | 77,876 | 105,235 | 105,235 | \$ 0 | 0.00% |
| 27293100 | 514010 | Shift Diff | \$2.00/hour stipend | - | - | - | 2,000 | 2,000 | \$ - | 0.00% |
| 27293100 | 511350 | Laborer | HWY sign/meter repair/maint MLP traffic signal maint | 59,728 | 61,489 | 67,267 | 20,000 | 20,000 | \$ - | 0.00% |
| 27293100 | 511230 | Traffic Officer | One Patrolman in Police paid 50% from Traffic and Parking - made as a departmental transfer | 37,168 | 38,137 | 41,473 | - | - | \$ - | 0.00% |
| | | | | 274,879 | 292,348 | 307,518 | 127,235 | 127,235 | \$ 0 | 0.00% |
| EXPENSES | | | | | | | | | | |

| | | | | | | | | | | |
|----------|--------|--------------------------------|--|--------|--------|--------|--------|--------|-------------|---------|
| 27293200 | 521005 | Electricity - Charging Station | Electricity - Charging Station | 3,077 | 10,322 | 17,643 | 12,000 | 19,200 | \$ 7,200 | 60.00% |
| 27293200 | 521010 | Electricity | Parking Lot Lighting traffic signals pedestrian lights | 10,505 | 11,824 | 12,728 | 10,500 | 13,000 | \$ 2,500 | 23.81% |
| 27293200 | 524015 | Grounds Maint | Municipal Parking Lots monthly | 41,002 | 48,571 | 52,664 | - | - | \$ - | 0.00% |
| 27293200 | 524030 | Equip Maint | Yearly replacement parking meter batteries | 1,736 | 2,963 | 706 | 2,000 | 2,000 | \$ - | 0.00% |
| 27293200 | 529030 | Snow Removal | Municipal parking Lots | - | 13,800 | 15,710 | 60,000 | 25,000 | \$ (35,000) | -58.33% |
| 27293200 | 530700 | Arch/Eng | On-call traffic consultants | 81,665 | 51,217 | 61,002 | 80,000 | 80,000 | \$ - | 0.00% |
| 27293200 | 530900 | Other Prof | Violation Processing Meter collection | 92,569 | 64,080 | 43,932 | 65,000 | 50,000 | \$ (15,000) | -23.08% |
| 27293200 | 534010 | Postage | Postage | 299 | 153 | 99 | 500 | 500 | \$ - | 0.00% |
| 27293200 | 534020 | Telephone | Cellular phones parking attendants (3) parking clerk | - | - | - | - | - | \$ - | 0.00% |
| 27293200 | 534030 | Advertising - General | Advertising - General | - | 281 | 66 | 500 | 500 | \$ - | 0.00% |
| 27293200 | 534040 | Printing and Mailing | Printing and Mailing | 316 | - | - | - | - | \$ - | 0.00% |
| 27293200 | 536100 | DPW-PW Services | Fringe per DPW Transfers | 23,891 | 23,931 | 26,907 | 25,000 | 9,000 | \$ (16,000) | -64.00% |

Traffic & Parking Operating Request

| Org | Obj | Munis Object # Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-------------------------------|------------|---|---|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-------------------------------|
| 27293200 | 538090 | Other Services | Traffic signal maintenance | 51,642 | 65,648 | 55,946 | 60,000 | 60,000 | \$ - | 0.00% |
| 27293200 | 542010 | Office Supplies | Office Supplies | 317 | 30 | 199 | 400 | 400 | \$ - | 0.00% |
| 27293200 | 542110 | Uniforms | Uniforms | 96 | 366 | 362 | 2,000 | 2,000 | \$ - | 0.00% |
| 27293200 | 543040 | Equipment Supplies | Meter maintenance supplies | 2,598 | 3,179 | 2,127 | 5,000 | 5,000 | \$ - | 0.00% |
| 27293200 | 543050 | Paint Supplies | Line Painting contract | 93,849 | 74,732 | 128,223 | 75,000 | 100,000 | \$ 25,000 | 33.33% |
| 27293200 | 543090 | Other M &R | CALE meter maintenance agreement CALE meter supplies | | | | | - | \$ - | 0.00% |
| 27293200 | 552030 | Signs Supplies | Regulatory Signs | 22,214 | 28,277 | 16,352 | 25,000 | 4,000 | \$ (21,000) | -84.00% |
| 27293200 | 571010 | Travel-Mileage | Travel-Mileage | 2,227 | 2,518 | 2,198 | 3,000 | 3,000 | \$ - | 0.00% |
| 27293200 | 571540 | Parking Lot Imp | Landscaping Improvements Fencing Improvements Pothole Repair | 6,520 | 270 | - | 20,000 | 20,000 | \$ - | 0.00% |
| 27293200 | 571550 | Traffic Calming | Various traffic calming projects | 21,976 | 8,453 | 56,787 | 60,000 | 60,000 | \$ - | 0.00% |
| 27293200 | 575210 | Health Insurance | Benefits | 40,000 | 40,000 | 40,000 | - | - | \$ - | 0.00% |
| 27293200 | 578015 | Late Fees | | - | | | | - | \$ - | 0.00% |
| 27293200 | 578020 | Credit card | Credit card fees (max 2.88%) coin count verification from meters | 8,593 | 8,739 | 7,999 | 10,000 | 10,000 | \$ - | 0.00% |
| 27293200 | 583190 | Other Equipment Replacement | | - | - | 160 | - | - | \$ - | 0.00% |
| 27293200 | 595530 | Misc Fees | Passport/PBP App Usage Fee | | 137,974 | 192,009 | 100,000 | 180,000 | \$ 80,000 | 80.00% |
| Expense Total | | | | 505,092 | 597,326 | 733,818 | 615,900 | 643,600 | \$ 27,700 | 4.50% |
| P/S and Expenses Total | | | | \$ 779,971 | \$ 889,674 | \$ 1,041,336 | \$ 743,135 | \$ 770,835 | \$ 27,700 | 3.73% |
| Capital Request | | | | \$ 100,000 | \$ - | \$ - | \$ - | \$ - | \$ - | 0% |
| Grand Total | | | | \$ 879,971 | \$ 889,674 | \$ 1,041,336 | \$ 743,135 | \$ 770,835 | \$ 27,700 | 3.73% |

Traffic & Parking Operating Request

| | | | | | | | | Funding source: | | | | | |
|------------------------|-------------------------|---|--------------|---------------------------|-------------|-----------|------------------|-----------------|-------------------|-----------|---------------------------|---------------------------|--------|
| | | | | | | | | Police Dept. | Traffic & Parking | Treasurer | Salary Request (Dept 293) | Total - Based on 52.2 wks | |
| Employee Name | Title | FY26 Rate as of 6/30/26 | Group - Step | FY27 Starting Rate 7/1/26 | Hrs pr week | Step date | Weekly/ Step amt | 01210100 | 27293100 | 01145100 | | | |
| Vacant | Parking Meter Attendant | \$ 28.00 | Gen | \$ 28.00 | 18.00 | | | | | | 26,309 | 26,309 | |
| Richard Dami | Parking Meter Attendant | \$ 28.00 | Gen | \$ 28.00 | 18.00 | | | | | | 26,309 | 26,309 | |
| William Schultz | Parking Meter Attendant | \$ 28.00 | Gen | \$ 28.00 | 18.00 | | | | | | 26,309 | 26,309 | |
| Richard Swinimer | Parking Meter Attendant | \$ 28.00 | Gen | \$ 28.00 | 18.00 | | | | | | 26,309 | 26,309 | |
| Meter Maint Shift Diff | \$2 per hour | | | | | | | | | | 2,000 | 2,000 | |
| Anthony Manolian | Meter Repair Laborer | Work & equipment on signs/meters charged by DPW | | | | | | | | | | 20,000 | 20,000 |
| Total Salary | | | | | | | | | | | \$ 127,235 | | |

***Note: FY27 salary is based on a 52.2 week year.



Town of Wellesley

Five Year Capital Budget Program FY2027-2031

Summary Schedule

| | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 | FY2031 | FY2027-2031 Total |
|---------------------------------|----------------------|----------------------|----------------------|-----------------------|----------------------|----------------------|------------------------------|
| Cash Capital | 8,340,857 | 7,370,392 | 9,509,784 | 9,534,154 | 9,182,445 | 9,434,744 | 45,031,519 |
| Free Cash | 7,512,000 | 2,300,000 | - | - | - | - | 2,300,000 |
| CPC Funding | 170,000 | 600,000 | 5,000,000 | - | - | - | 5,600,000 |
| Gift/Fundraising/Other | 800,000 | 400,000 | - | - | - | - | 400,000 |
| Chapter 90 | 790,000 | 850,000 | 850,000 | 850,000 | 850,000 | 850,000 | 4,250,000 |
| Debt Capital Inside Levy | 9,120,339 | 4,500,000 | 16,000,000 | 1,000,000 | 4,175,000 | 11,850,000 | 37,525,000 |
| Debt Capital Exclusion * | - | 5,000,000 | 43,250,000 | 95,000,000 | 58,000,000 | 36,000,000 | 237,250,000 |
| Grand Total | \$ 26,733,196 | \$ 21,020,392 | \$ 74,609,784 | \$ 106,384,154 | \$ 72,207,445 | \$ 58,134,744 | \$ 332,356,519 |

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 FY2027-2031

| Department | FY26 | FY27 | FY28 | FY29 | FY30 | FY31 | FY26-FY30 Total |
|---|----------------------|----------------------|----------------------|-----------------------|----------------------|----------------------|-----------------------|
| Cash Capital | | | | | | | |
| Climate Action Committee | - | - | - | 75,000 | - | - | 75,000 |
| Financial Services | - | - | - | - | - | - | - |
| Information Technology | 215,000 | 120,000 | 70,000 | 75,000 | 140,000 | 165,000 | 570,000 |
| Police | 211,376 | 44,554 | 66,189 | 240,452 | 35,954 | 31,508 | 418,657 |
| Fire | - | 180,000 | 175,000 | 320,000 | 430,000 | - | 1,105,000 |
| Council on Aging | 10,000 | 20,000 | 20,000 | 15,000 | 15,000 | 20,000 | 90,000 |
| Youth Commission | - | - | - | - | - | - | - |
| Library | 227,000 | 234,000 | 227,000 | 227,000 | 230,000 | 247,000 | 1,165,000 |
| Natural Resources Commission | 320,000 | 160,500 | 278,000 | 808,000 | 312,000 | 517,000 | 2,075,500 |
| Morses Pond | 35,000 | - | 150,000 | - | 70,000 | - | 220,000 |
| Department of Public Works | 3,892,000 | 3,653,000 | 4,562,000 | 4,005,000 | 3,847,000 | 4,182,000 | 20,249,000 |
| Schools | 1,299,481 | 1,381,338 | 1,329,595 | 1,356,702 | 1,370,491 | 1,316,236 | 6,754,362 |
| Facilities Management | 1,941,000 | 1,577,000 | 2,632,000 | 2,412,000 | 2,732,000 | 2,956,000 | 12,309,000 |
| Total Cash Capital | 8,340,857 | 7,370,392 | 9,509,784 | 9,534,154 | 9,182,445 | 9,434,744 | 45,031,519 |
| Other Funding Sources | | | | | | | |
| DPW Street Resurfacing (Ch 90) | 790,000 | 850,000 | 850,000 | 850,000 | 850,000 | 850,000 | 4,250,000 |
| Fire Engine (FC) | 1,055,000 | - | - | - | - | - | - |
| Assessor's CAMA Database (FC) (STM25) | 190,000 | - | - | - | - | - | - |
| Air-Condition Schools (FC) | 182,000 | - | - | - | - | - | - |
| War Memorial & Tower Repair Design (FC) (STM26) | - | 300,000 | - | - | - | - | 300,000 |
| Hunnewell Tennis Courts (FC) | 1,200,000 | - | - | - | - | - | - |
| PLN - Comprehensive Plan (FC) | - | 400,000 | - | - | - | - | 400,000 |
| Weston @ Linden Intersection Design (FC) | - | 600,000 | - | - | - | - | 600,000 |
| Playground Reconstruction (FC) | 2,000,000 | 500,000 | - | - | - | - | 500,000 |
| HS & Hunnewell Field Irrigation (FC) | - | 500,000 | - | - | - | - | 500,000 |
| DPW - Street Rehabilitations | 1,100,000 | - | - | - | - | - | - |
| SCH - Teamrooms Construction (FC - STM25)** | 1,785,000 | - | - | - | - | - | - |
| Reeds and Duck Pond Dredging (CPC) | - | 600,000 | - | - | - | - | 600,000 |
| Reeds and Duck Pond Dredging (Stormwater) | - | 400,000 | - | - | - | - | 400,000 |
| Supplemental Morses Pond Study (CPC) | 170,000 | - | - | - | - | - | - |
| MOPO Renovation Project (CPC) | - | - | 5,000,000 | - | - | - | 5,000,000 |
| RDF Baler (Stabilization) | 800,000 | - | - | - | - | - | - |
| Total Other Sources | 9,272,000 | 4,150,000 | 5,850,000 | 850,000 | 850,000 | 850,000 | 12,550,000 |
| Debt Capital Inside Levy* | | | | | | | |
| Tower Truck Replacement (Fire) | - | - | - | - | - | 2,500,000 | 2,500,000 |
| Main Library HVAC System Renovation | - | - | - | - | - | 575,000 | 575,000 |
| War Memorial & Sprague Tower Repair | - | - | 3,000,000 | - | - | - | 3,000,000 |
| MS Roof Replacement | - | - | - | - | 675,000 | 8,500,000 | 9,175,000 |
| Sprague Roof Replacement | - | - | - | - | - | 275,000 | 275,000 |
| DPW - Street Rehabilitations | 3,610,181 | 4,500,000 | 5,500,000 | - | 3,500,000 | - | 13,500,000 |
| RDF Admin Building (STM25) | 5,510,158 | - | - | - | - | - | - |
| Wellesley Square Reconstruction | - | - | 6,000,000 | - | - | - | 6,000,000 |
| Hunnewell Track and Field Turf Replacement | - | - | 1,500,000 | - | - | - | 1,500,000 |
| Storage Sheds | - | - | - | 1,000,000 | - | - | 1,000,000 |
| Total Borrowed Inside Levy | 9,120,339 | 4,500,000 | 16,000,000 | 1,000,000 | 4,175,000 | 11,850,000 | 37,525,000 |
| Debt Capital Exclusion | | | | | | | |
| Highway & Park Renovation (PBC) | - | 1,000,000 | 10,000,000 | 90,000,000 | - | - | 101,000,000 |
| Air Condition Schools | - | 4,000,000 | 29,000,000 | - | - | - | 33,000,000 |
| MOPO Renovation Project | - | - | 3,000,000 | - | - | - | 3,000,000 |
| Fire HQ Renovation & Station 1 Replacement | - | - | 750,000 | 5,000,000 | 54,000,000 | - | 59,750,000 |
| New Preschool Building | - | - | 500,000 | - | 4,000,000 | 36,000,000 | 40,500,000 |
| Total Capital Exclusion | - | 5,000,000 | 43,250,000 | 95,000,000 | 58,000,000 | 36,000,000 | 237,250,000 |
| Grand Total | \$ 26,733,196 | \$ 21,020,392 | \$ 74,609,784 | \$ 106,384,154 | \$ 72,207,445 | \$ 58,134,744 | \$ 332,356,519 |

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

**STM25 - Special Town Meeting 2025



Town of Wellesley

FY2027-2031 SB Capital Request

| Capital Project | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 | FY2031 | FY27-31 Total |
|--|---------------------|-------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Information Technology | | | | | | | |
| Telephone Upgrade (VoIP 2.0) | 200,000 | - | - | - | - | - | - |
| Replace Wi-Fi Equipment | 15,000 | 20,000 | - | - | - | - | 20,000 |
| Cybersecurity Assessment 2.0 | - | 25,000 | - | - | - | - | 25,000 |
| Upgrade Office Software | - | 50,000 | - | - | - | - | 50,000 |
| Aerial Flyover & Orthophotography | - | 25,000 | 30,000 | - | - | - | 55,000 |
| Network/Fiber Resiliency | - | - | 40,000 | 40,000 | - | - | 80,000 |
| Windows Datacenter | - | - | - | 35,000 | - | - | 35,000 |
| Backup/Disaster Recovery System | - | - | - | - | 140,000 | - | 140,000 |
| Firewalls/Web Security | - | - | - | - | - | 45,000 | 45,000 |
| Town Hall AV Systems | - | - | - | - | - | 120,000 | 120,000 |
| | 215,000 | 120,000 | 70,000 | 75,000 | 140,000 | 165,000 | 570,000 |
| Police | | | | | | | |
| Electronic Control Devices | 176,372 | - | - | - | - | - | - |
| In-Car Video Replacement | 18,045 | 19,412 | 19,412 | - | - | - | 38,824 |
| Server Replacement | 16,959 | - | 21,635 | - | 21,635 | - | 43,270 |
| Radio Repeater Replacement | - | 25,142 | 25,142 | 14,319 | 14,319 | 31,508 | 110,430 |
| Records Management System | - | - | - | 226,133 | - | - | 226,133 |
| | 211,376 | 44,554 | 66,189 | 240,452 | 35,954 | 31,508 | 418,657 |
| Fire | | | | | | | |
| Command Vehicle Hybrid | - | 70,000 | - | - | 80,000 | - | 150,000 |
| Air Compressor SCBA Fill Station | - | 60,000 | - | - | - | - | 60,000 |
| Communication Equipment | - | 50,000 | 50,000 | - | - | - | 100,000 |
| Boat | - | - | 25,000 | - | - | - | 25,000 |
| Pickup Truck | - | - | 100,000 | - | - | - | 100,000 |
| Turnout Gear | - | - | - | 320,000 | - | - | 320,000 |
| SCBA Air Pacs Upgrade | - | - | - | - | 350,000 | - | 350,000 |
| | - | 180,000 | 175,000 | 320,000 | 430,000 | - | 1,105,000 |
| Climate Action Committee | | | | | | | |
| Climate Action Plan Update | - | - | - | 75,000 | - | - | 75,000 |
| | - | - | - | 75,000 | - | - | 75,000 |
| Council on Aging | | | | | | | |
| Replacement of Tables and Chairs | 10,000 | - | - | - | - | - | - |
| Storage Unit | - | 10,000 | - | - | - | - | 10,000 |
| Upgrade Audio/Visual | - | 10,000 | - | - | - | - | 10,000 |
| Reconfiguration of Cubicles | - | - | 20,000 | - | - | - | 20,000 |
| Exercise Equipment | - | - | - | 15,000 | - | - | 15,000 |
| Furniture Upgrades | - | - | - | - | 15,000 | 20,000 | 35,000 |
| | 10,000 | 20,000 | 20,000 | 15,000 | 15,000 | 20,000 | 90,000 |
| SB Cash Capital Total | 436,376 | 364,554 | 331,189 | 725,452 | 620,954 | 216,508 | 2,258,657 |
| Borrowed | | | | | | | |
| Tower Truck Replacement (Fire) | - | - | - | - | - | 2,500,000 | 2,500,000 |
| Total SB Borrowed | - | - | - | - | - | 2,500,000 | 2,500,000 |
| Other Funding Sources | | | | | | | |
| Replace Fire Engine Vehicle(Free Cash) | 1,055,000 | - | - | - | - | - | - |
| Total SB Other Sources | 1,055,000 | - | - | - | - | - | - |
| Grand Total Select Board | \$ 1,491,376 | \$ 364,554 | \$ 331,189 | \$ 725,452 | \$ 620,954 | \$ 2,716,508 | \$ 4,758,657 |



Town of Wellesley

FY2027-2031 Facilities Capital Request

| Building Description | FY26 | FY27 | FY28 | FY29 | FY30 | FY31 | FY27-31 Total |
|--|------------------|------------------|-------------------|-------------------|-------------------|-------------------|--------------------|
| Town Cash Capital | | | | | | | |
| Townwide (Municipal) | 115,000 | 35,000 | 35,000 | 115,000 | 40,000 | 40,000 | 265,000 |
| Senior Center | 560,000 | - | - | 50,000 | - | - | 50,000 |
| Town Hall | - | - | - | - | 75,000 | - | 75,000 |
| Police | - | - | 35,000 | 215,000 | 35,000 | 475,000 | 760,000 |
| Fire Department Main (Headquarters) | - | 30,000 | 60,000 | - | 465,000 | - | 555,000 |
| Fire Department Central (Station 1) | - | - | 30,000 | - | - | 125,000 | 155,000 |
| Warren (Recreation and Health) | - | - | - | - | - | 180,000 | 180,000 |
| Main Library | 25,000 | 1,091,000 | 100,000 | 105,000 | 125,000 | - | 1,421,000 |
| Hills Library | - | 75,000 | 90,000 | - | 20,000 | 45,000 | 230,000 |
| Fells Library | - | - | 12,000 | - | - | 50,000 | 62,000 |
| DPW Operations | 20,000 | - | - | 100,000 | 35,000 | - | 135,000 |
| DPW Water & Sewer | 60,000 | - | - | 160,000 | - | 70,000 | 230,000 |
| DPW Highway & Park | 70,000 | 50,000 | - | 55,000 | - | 60,000 | 165,000 |
| DPW RDF | - | - | - | - | - | 35,000 | 35,000 |
| Subtotal Cash Capital - Municipal | 850,000 | 1,281,000 | 362,000 | 800,000 | 795,000 | 1,080,000 | 4,318,000 |
| School Cash Capital | | | | | | | |
| Districtwide (Schools) | 146,000 | 196,000 | 258,000 | 235,000 | 239,000 | 476,000 | 1,404,000 |
| Preschool at Wellesley (PAWS) | - | - | - | 20,000 | - | - | 20,000 |
| Bates Elementary | 163,000 | - | 325,000 | - | 185,000 | - | 510,000 |
| Fiske Elementary | - | 40,000 | 600,000 | 45,000 | 536,000 | - | 1,221,000 |
| New Hardy Elementary | - | - | 80,000 | - | - | - | 80,000 |
| New Hunnewell Elementary | - | - | 80,000 | - | - | - | 80,000 |
| Sprague Elementary | 170,000 | 30,000 | 475,000 | 782,000 | 45,000 | - | 1,332,000 |
| Schofield Elementary | - | 30,000 | - | 400,000 | 393,000 | - | 823,000 |
| Upham Elementary | 20,000 | - | 22,000 | - | 24,000 | - | 46,000 |
| Middle School | 580,000 | - | 200,000 | 16,000 | 515,000 | - | 731,000 |
| High School | 12,000 | - | 230,000 | 114,000 | - | 1,400,000 | 1,744,000 |
| Subtotal Cash Capital - Districtwide | 1,091,000 | 296,000 | 2,270,000 | 1,612,000 | 1,937,000 | 1,876,000 | 7,991,000 |
| Other Unidentified Cash Capital | - | - | - | - | - | - | - |
| Total Cash Capital Requests | 1,941,000 | 1,577,000 | 2,632,000 | 2,412,000 | 2,732,000 | 2,956,000 | 12,309,000 |
| Other Funding Sources | | | | | | | |
| Air-Condition Schools (Free Cash) | 182,000 | - | - | - | - | - | - |
| War Memorial & Tower Design (Free Cash) | - | 300,000 | - | - | - | - | 300,000 |
| Total other funding sources | 182,000 | - | - | - | - | - | 300,000 |
| Borrowed Inside | | | | | | | |
| DPW RDF Admin Building | 5,510,158 | - | - | - | - | - | - |
| War Memorial & Sprague Tower Repair | - | - | 3,000,000 | - | - | - | 3,000,000 |
| MS Roof Replacement | - | - | - | - | 675,000 | 8,500,000 | 9,175,000 |
| Main Library HVAC System Renovation | - | - | - | - | - | 575,000 | 575,000 |
| Sprague Roof Replacement | - | - | - | - | - | 275,000 | 275,000 |
| Total Borrowed Inside | 5,510,158 | - | 3,000,000 | - | 675,000 | 9,350,000 | 13,025,000 |
| Debt Capital Exclusion | | | | | | | |
| DPW Highway & Park Renovation | - | 1,000,000 | 10,000,000 | 90,000,000 | - | - | 101,000,000 |
| Air-Condition Schools: Bates/Scho/Fiske/MS | - | 4,000,000 | 29,000,000 | - | - | - | 33,000,000 |
| Fire HQ Renovation & Station 1 Replacement | - | - | 750,000 | 5,000,000 | 54,000,000 | - | 59,750,000 |
| New Preschool Building | - | - | 500,000 | - | 4,000,000 | 36,000,000 | 40,500,000 |
| Total Borrowed Outside | - | 5,000,000 | 40,250,000 | 95,000,000 | 58,000,000 | 36,000,000 | 234,250,000 |
| Total FMD Capital Requests | 7,633,158 | 6,577,000 | 45,882,000 | 97,412,000 | 61,407,000 | 48,306,000 | 259,884,000 |



Town of Wellesley

FY2027-2031 Non-SB Departments Capital Request

| Capital Project | FY26 | FY27 | FY28 | FY29 | FY30 | FY31 | FY27-31 Total |
|--|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| Natural Resources Commission | | | | | | | |
| Squirrel Road Restoration | 55,000 | - | - | - | - | - | - |
| Fuller Brook Park Knotweed Removal | 100,000 | - | - | - | - | - | - |
| Town Forest Improvements | 10,000 | - | - | - | - | - | - |
| Hunnell Track and Field Landscape | 25,000 | - | - | - | - | - | - |
| Tree Planting/Management Program | 55,000 | 60,500 | 60,500 | 60,500 | 62,000 | 62,000 | 305,500 |
| 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 | 27,500 | 27,500 | 30,000 | 30,000 | 140,000 |
| Improvements: Result of Active Field/Court Study | 35,000 | 50,000 | 50,000 | 500,000 | - | - | 600,000 |
| Micro Forest | - | 10,000 | - | - | - | - | 10,000 |
| Centennial Erosion Restoration | - | - | 50,000 | - | - | - | 50,000 |
| Stream Flooding/Impaired Waters Assessment | - | - | 75,000 | - | - | - | 75,000 |
| Land Conservation Fund | - | - | - | 200,000 | - | - | 200,000 |
| Schofield Tennis Courts | - | - | - | - | 200,000 | - | 200,000 |
| Kelly Field Tennis Courts | - | - | - | - | - | 350,000 | 350,000 |
| Open Space and Recreation Plan | - | - | - | - | - | 55,000 | 55,000 |
| Subtotal Cash Capital | 320,000 | 160,500 | 278,000 | 808,000 | 312,000 | 517,000 | 2,075,500 |
| Other Sources: | | | | | | | |
| Reeds and Duck Pond Dredging (CPC) | - | 600,000 | - | - | - | - | 600,000 |
| Reeds and Duck Pond Dredging (Stormwater) | - | 400,000 | - | - | - | - | 400,000 |
| MOPO Renovation Project (CPC) | - | - | 5,000,000 | - | - | - | 5,000,000 |
| MOPO Renovation Project (Debt Exclusion) | - | - | 3,000,000 | - | - | - | 3,000,000 |
| Supplemental Morses Pond Study (CPC) | 170,000 | - | - | - | - | - | - |
| Subtotal Other Sources | 170,000 | 1,000,000 | 8,000,000 | - | - | - | 9,000,000 |
| Total NRC Capital | 490,000 | 1,160,500 | 8,278,000 | 808,000 | 312,000 | 517,000 | 11,075,500 |
| Morses Pond | | | | | | | |
| Invasive Treatment | 35,000 | - | 150,000 | - | - | - | 150,000 |
| Kayaks (volunteer/non-recreation use) | - | - | - | - | 20,000 | - | 20,000 |
| Morses Pond Dam Evaluation | - | - | - | - | 50,000 | - | 50,000 |
| Subtotal Cash Capital | 35,000 | - | 150,000 | - | 70,000 | - | 220,000 |
| Library | | | | | | | |
| IT Infrastructure Replacement | 12,000 | 12,000 | 12,000 | 15,000 | 15,000 | 15,000 | 69,000 |
| Computer/Peripheral Replacement | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 300,000 |
| New Technology & Devices | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 200,000 |
| Self Check System | 30,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 175,000 |
| Website Construction/Redesign | 50,000 | - | - | - | 10,000 | 50,000 | 60,000 |
| Sign Replacement | 35,000 | - | 25,000 | - | - | 35,000 | 60,000 |
| Security Cameras | - | 12,000 | - | 12,000 | - | 12,000 | 36,000 |
| Strategic Planning | - | 50,000 | - | - | 60,000 | - | 110,000 |
| Parking Lot Improvements | - | 25,000 | - | - | - | - | 25,000 |
| Automated Material Handler | - | - | 45,000 | - | - | - | 45,000 |
| Time Card system | - | - | 10,000 | - | - | - | 10,000 |
| Electric Van Replacement | - | - | - | 65,000 | - | - | 65,000 |
| Traffic Study | - | - | - | - | 10,000 | - | 10,000 |
| Total Library Cash Capital | 227,000 | 234,000 | 227,000 | 227,000 | 230,000 | 247,000 | 1,165,000 |
| Board of Assessors | | | | | | | |
| Other Sources: | | | | | | | |
| CAMA database software (Free Cash) (STM25) | 190,000 | - | - | - | - | - | 190,000 |
| Total Assessors | 190,000 | - | - | - | - | - | 190,000 |
| Planning Board | | | | | | | |
| Other Sources: | | | | | | | |
| Comprehensive Plan (Free Cash) | - | 400,000 | - | - | - | - | 400,000 |
| Planning Board Total | - | 400,000 | - | - | - | - | 400,000 |
| School Department (non-Facilities) | | | | | | | |
| Cash Capital: | | | | | | | |
| Furniture/Furnishings/Equipment | - | 302,975 | 220,327 | 142,738 | 157,962 | 94,375 | 918,377 |
| Technology | 1,299,481 | 1,078,363 | 1,109,268 | 1,213,964 | 1,212,529 | 1,221,861 | 5,835,985 |
| Subtotal Cash Capital | 1,299,481 | 1,381,338 | 1,329,595 | 1,356,702 | 1,370,491 | 1,316,236 | 6,754,362 |
| Grand Total School Department | 1,299,481 | 1,381,338 | 1,329,595 | 1,356,702 | 1,370,491 | 1,316,236 | 6,754,362 |
| Grand Total Non-Select Board | 2,241,481 | 3,175,838 | 9,984,595 | 2,391,702 | 1,982,491 | 2,080,236 | 19,614,862 |



Town of *Wellesley*

FY2027-2031 Public Works Capital Request

Exhibit C

| Capital Project | FY26 | FY27 | FY28 | FY29 | FY30 | FY31 | FY27-31 Total |
|---|-------------------|-------------------|-------------------|------------------|------------------|------------------|-------------------|
| Cash Capital | | | | | | | |
| Street Improvement | 820,000 | 743,000 | 882,000 | 855,000 | 855,000 | 855,000 | 4,190,000 |
| Sidewalk Restoration | 600,000 | 600,000 | 1,065,000 | 850,000 | 850,000 | 850,000 | 4,215,000 |
| Private Ways | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 200,000 |
| Vehicle/Equipment Procurement | 1,347,000 | 1,265,000 | 1,620,000 | 1,385,000 | 1,367,000 | 1,602,000 | 7,239,000 |
| DPW Facilities | 615,000 | 305,000 | 445,000 | 295,000 | 215,000 | 215,000 | 1,475,000 |
| Street Rehabilitation- Design | - | 100,000 | - | 100,000 | - | 100,000 | 300,000 |
| Athletic/Playground Improvements | 470,000 | 600,000 | 510,000 | 480,000 | 520,000 | 520,000 | 2,630,000 |
| Total Cash Capital | 3,892,000 | 3,653,000 | 4,562,000 | 4,005,000 | 3,847,000 | 4,182,000 | 20,249,000 |
| Other Funding Sources: | | | | | | | |
| DPW Street Resurfacing (Ch 90) | 790,000 | 850,000 | 850,000 | 850,000 | 850,000 | 850,000 | 4,250,000 |
| Weston @ Linden Intersection Design (Free Cash) | - | 600,000 | - | - | - | - | 600,000 |
| Playground Reconstruction (Free Cash Only) | 2,000,000 | 500,000 | - | - | - | - | 500,000 |
| HS/Hunnewell Field/Irrigation (Free Cash) | - | 500,000 | - | - | - | - | 500,000 |
| Street Rehabilitation-Weston Road (Free Cash) | 1,100,000 | - | - | - | - | - | - |
| Hunnewell Teamrooms (Free Cash) (STM 25) | 1,785,000 | - | - | - | - | - | - |
| RDF Baler Replacement (Stabilization) | 800,000 | - | - | - | - | - | - |
| Total Other Funding Sources: | 6,475,000 | 2,450,000 | 850,000 | 850,000 | 850,000 | 850,000 | 5,850,000 |
| Borrowed Inside | | | | | | | |
| Street Rehabilitation-Weston Road | 3,610,181 | - | - | - | - | - | - |
| Hunnewell Tennis Courts | 1,200,000 | - | - | - | - | - | - |
| Street Rehabilitation-Great Plain Avenue | - | 4,500,000 | - | - | - | - | 4,500,000 |
| Weston @ Linden Intersection | - | - | 2,000,000 | - | - | - | 2,000,000 |
| High School Track & Field Turf Replacement | - | - | 1,500,000 | - | - | - | 1,500,000 |
| Wellesley Square Reconstruction | - | - | 6,000,000 | - | - | - | 6,000,000 |
| Street Rehabilitation-Wash.-West. | - | - | 3,500,000 | - | - | - | 3,500,000 |
| Storage Sheds | - | - | - | 1,000,000 | - | - | 1,000,000 |
| Street Rehabilitation- Dover | - | - | - | - | 3,500,000 | - | 3,500,000 |
| Total Borrowed | 4,810,181 | 4,500,000 | 13,000,000 | 1,000,000 | 3,500,000 | - | 22,000,000 |
| Grand Total DPW | 15,177,181 | 10,603,000 | 18,412,000 | 5,855,000 | 8,197,000 | 5,032,000 | 48,099,000 |



Town of *Wellesley*
FY2027 Budget Request
Advisory Committee: Mission, Services & Priorities

Mission: The Advisory Committee (“Committee”) is established and operates in accordance with Article 11 of the Town’s bylaws. It is comprised of 15 residents of the Town, appointed by the Moderator for 3-year terms. The Committee considers all matters included within the articles of any warrant for a Town Meeting, and shall, after due consideration, publish a written report of its recommendations or comments on each article. The Committee may also consider and make reports or recommendations on other matters, including without limitation referenda questions which in the Committee's judgment affect the interests of the Town. In making any written or oral recommendations as to matters that are not included among, or which differ from those made in its written report, the Committee shall announce to the Town Meeting its numerical vote thereon.

The Committee is responsible for printing and mailing the Reports to Town Meeting for each Town Meeting (Special and Annual). This Report contains the recommendations of the Advisory Committee of the Town Meeting warrant articles. In addition, the Advisory Committee mails a letter from the Advisory Chair to each dwelling in the Town at least seven days before the commencement of any Town Meeting.

Operations: The Committee is staffed with one Operations Administrator. This position was created at the end of FY23 in recognition of the increasing operational and administrative requirements of the Committee. The Operations Administrator is a non-benefited, hourly, exempt position eligible for COLA and the merit pay plan. Prior to June of 2023, Advisory’s administrative needs were handled by a part time hourly General Wage administrative assistant.

The Committee’s expenses support the printing and mailing of the Chair letter to all households and the Advisory Report to Town Meeting members who do not opt-out of a printed copy of the Report. Postage has increased in recent years. In addition, due to USPS rules, the Committee can no longer use the MLP’s bulk non-profit postage rate as had been done in previous years. The printing and mailing of the Chair letter are outsourced. In FY25 (STM 2024), the Committee also outsourced the mailing of the Advisory Report due to the weight of the Report, which exceeded the capacity of the Town’s postage meter. Below is a summary of recent costs associated with printing and mailing.

2025 ATM

Report printing and mailing - \$4,864.76

- \$2,960.00 - Printing 255 copies (198 mailed); 129 pieces of paper printed double sided) - includes 15 copies for the Library; 15 copies for the Clerk’s office; copies for departments if they don’t opt out. Extra copies for the Select Board’s office staff.
- \$396.00 – Mailing services for 198 Reports
- \$1,508.76 – Postage for 200 Reports

Chair letter - \$4,086.72

- \$2,000.00 – Printing of 10,100 – 1 piece 19” x 13” folded to 9.5” x 6.5”
- \$2,086.72 – Bulk postage (mailing service)



Town of *Wellesley*
FY2027 Budget Request
Advisory Committee: Mission, Services & Priorities

2025 STM

Report printing and mailing- \$2,252.00

- \$754.00 – Printing 260 copies - 29 pieces of paper printed double sided for each Report, includes extras as noted for ATM Report
- \$450.00 - Mailing Services for 200 Reports (40 opted out)
- \$768.00 – Postage for 200 Reports
- \$280.00 - 10 pages double sided printing for the Motions

Chair letter - \$3,803.84

- \$1,500.00 – Printing of 9,640 - 1 piece of 8/5 x 11 paper folded to 8.5" x 5.5" - \$1,500
- \$2,303.84 – Bulk Postage

Other expenses include annual dues for the Association of Town Finance Committees (ATFC) membership and a subscription to an AI service for assistance with minutes.

Reserve Fund: The Committee shall request appropriations for the Reserve Fund at the Annual Town Meeting and shall have the authority to vote the transfer of money from the Fund.

Chapter 40, Section 6 of the Mass. General Laws provides that a town can establish a Reserve Fund for extraordinary or unforeseen expenditures. No direct drafts against this fund shall be made, but transfers from the fund are voted on and approved by the Advisory Committee. (see Form for Reserve Fund transfer request).



Town of Wellesley

FY2027 Budget Request

Advisory Committee Operating Request

| DEPARTMENT EXPENDITURES | | | FY23 | FY24 | FY25 | FY26 | FY27 | \$ Variance | % Variance |
|-------------------------|--------|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-----------------|--------------|
| Org | Obj | Description | Actual | Actual | Actual | Budget | Request | FY26-27 | FY26-27 |
| 01131100 | 511370 | Administration | 16,200 | 23,180 | 28,343 | 31,827 | 32,464 | 636 | 2.00% |
| | | Subtotal, Personal Services | \$ 16,200 | \$ 23,180 | \$ 28,343 | \$ 31,827 | \$ 32,464 | \$ 636 | 2.00% |
| 01131200 | 534010 | Postage | 2,778 | 5,631 | 4,349 | 7,150 | 7,365 | 215 | 3.00% |
| 01131200 | 534030 | Advertising - General | 65 | 67 | 57 | 70 | 70 | - | 0.00% |
| 01131200 | 534040 | Printing | 7,405 | 8,780 | 10,243 | 11,150 | 11,485 | 335 | 3.00% |
| 01131200 | 542010 | Office Supplies | 142 | - | - | 1,300 | 1,339 | 39 | 3.00% |
| 01131200 | 571140 | Conf/Mtgs - Comm/Board Members | - | - | - | - | - | - | 0.00% |
| 01131200 | 573040 | Dues - Committee/Board Members | 352 | 363 | 569 | 400 | 412 | 12 | 3.00% |
| | | Subtotal, Expenses | \$ 10,743 | \$ 14,841 | \$ 15,218 | \$ 20,070 | \$ 20,670 | \$ 600 | 2.99% |
| | | Total | \$ 26,943 | \$ 38,021 | \$ 43,561 | \$ 51,897 | \$ 53,134 | \$ 1,236 | 2.38% |
| 01132200 | 579000 | Advisory Reserve Fund | \$ 175,000 | \$ - | 0.00% |



Town of *Wellesley*

FY2027 Budget Request

Assessor's Department: Mission, Services & Priorities

DEPARTMENT MISSION:

The mission of the assessors' office is to value real and personal property efficiently, fairly and accurately, in accordance with the laws of the Commonwealth of Massachusetts and comply with regulations established by the Department of Revenue; to administer motor vehicle excise; exemption and abatement programs; and to address concerns of the public by exhibiting the highest level of competence and professionalism.

MAJOR AREAS OF RESPONSIBILITY:

The assessors' office functions as part of the town governmental system but most activities are governed by Massachusetts's general laws and regulated by the Massachusetts Department of Revenue (DOR). We have direct responsibility for insuring that property taxes and motor vehicle excise taxes, the source of over 85% of the town's budget, occurs efficiently. The increased dependence on property taxes and the vital New Growth component of the tax levy reinforces the importance of the assessors' office and the need for accurately administering Massachusetts' property tax laws. The major areas of responsibilities are illustrated through the following activities (annual number in parentheses):

- Annual valuation of all real property using the Town's mass appraisal system and analysis of market conditions. (8,637 parcels)
- Annual discovery and valuation of all business personal property accounts. Inform all business owners on their requirement to complete the state Form of List. (approx. 500 business accounts over \$10,000 in value)
- Motor vehicle excise billing and adjustments due to changes in ownership. (approx. 23,200 bills)
- Collection of objective and subjective property data as a result of building permits, sales transfers and cyclical inspections. (1,500 field inspections)
- Measure and sketch to scale the footprint of all buildings in town. Calculate total square footage of buildings. (1,500 properties annually)
- Process deed transfers for real estate market analysis and accurate mailing of tax bills. (1,000 deeds)
- Review building permits and subdivision plans to measure the impact on property values and make all necessary changes to the valuation database.
- Perform annual statistical testing as required by the Massachusetts Department of Revenue to ensure horizontal and vertical equity amongst all taxpayers.



Town of *Wellesley*

FY2027 Budget Request

Assessor's Department: Mission, Services & Priorities

- Promote statutory personal tax exemptions, assist seniors in completing forms, and verification of taxpayer's income and assets for decision on application. (175 annual applications)
- Assist seniors in understanding and completing the application for the tax deferral program. Process applications by verification of income restrictions, assist in gaining approval from banks when a mortgage is held on the property, and record liens to protect the town's interest in repayment of the deferred taxes. (approx. 20 applicants—may increase in Fy27)
- Process all local appeals of property assessments, review applicant's issues, gather market evidence and documentation supporting assessments, review with board of assessors and process their decisions on appeals. (approx. 150 applications)
- Prepare and testify on appeals before the State Appellate Tax Board, verify jurisdictional compliance. (20 cases)
- Responsible for the preparation of the town's recapitulation sheet (recap sheet) and providing documentation for setting of the town's annual tax rate and compliance with the provisions of Proposition 2 ½.
- Maintain the comprehensive property database containing legal ownership data, detailed building information, sketches, and photographs on all properties. This database is an asset used as the platform for several other departments.
- Annual compliance review and valuation of chapter land discounts and filing of liens on the properties. (18 properties)
- Collection of data on new taxable property for both real estate and personal property and the calculation of annual New Growth added to Town's tax levy limit. (1,500 properties)
- Calculation and billing of Payment in Lieu of Taxes (PILOT) for exempt properties.
- Meet with taxpayers and motor vehicle owners to explain and instill confidence in the consistent application of Massachusetts tax laws.
- Produce and distribute documentation on property tax valuation models and tax levy.
- Produce customized reports from our extensive database as requested by other departments and the general public.



Town of *Wellesley*

FY2027 Budget Request

Assessor's Department: Mission, Services & Priorities

- Assist with the assigning of house numbers.
- Taxpayer assistance. Taxes are never popular and assessment procedures are technical and difficult to understand.
- Prepare Tax Classification report and present to the board of selectmen for annual public hearing on dual tax rate option.
- Compliance reporting to the Department of Revenue on their on-line Gateway system; end-of-year Tax Rate Recapitulation Sheet reports and supporting documentation prior to approval of tax rate.

PROGRAM OBJECTIVES:

In Massachusetts “full and fair cash value” is the standard by which property is taxed. In order to meet these standards, we must collect, record and analyze a great deal of information about each property, including the price similar properties would bring on the open market. Valuation for commercial properties includes an analysis from an investment point of view since the purchase price depends, in large part, on the return a buyer expects to receive. The Department of Revenue requires assessors to annually adjust assessments to current market value. Every fifth year the DOR performs a comprehensive audit and certification of the values.

DEPARTMENT PRIORITIES:

Our priority has always been to produce fair and equitably assessed values for timely tax bills and to instill taxpayer confidence. Failure to comply with Massachusetts’s property tax laws or to issue tax bills by the statutory deadlines may jeopardize the town’s cash flow and possible bond rating.



Town of Wellesley

FY2027 Budget Request

Board of Assessors Operating Request

Department: 141

Department Head: Ellen Muller, Director of Assessing

| DEPARTMENT | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| EXPENDITURES | | | | | | | |
| Personal Services | | | | | | | |
| Full Time | \$ 255,598 | \$ 303,895 | \$ 319,952 | \$ 360,831 | \$ 371,284 | \$ 10,453 | 2.90% |
| Part Time/Temp/Seasonal | - | - | - | 12,000 | 12,000 | \$ - | 0.00% |
| Overtime | - | - | - | 1,650 | - | \$ (1,650) | -100.00% |
| Longevity | - | - | - | 500 | 600 | \$ 100 | 20.00% |
| Subtotal, Personal Services | 255,598 | 303,895 | 319,952 | 374,981 | 383,884 | 8,903 | 2.37% |
| Expenses | 83,375 | 102,436 | 114,199 | 129,800 | 141,280 | \$ 11,480 | 8.84% |
| Encumbered Expended | - | 1,200 | - | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 83,375 | 103,636 | 114,199 | 129,800 | 141,280 | 11,480 | 8.84% |
| TOTAL | \$ 338,973 | \$ 407,530 | \$ 434,150 | \$ 504,781 | \$ 525,164 | \$ 20,383 | 4.04% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|----------------------------------|----------------|----------------|----------------|----------------|-----------------|
| Position Titles: | | | | | |
| Chief Assessor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Assistant Administrator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Principal Assessor | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Office/Technical Assistant | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Part-time (Temporary & clerk) | 0.3 | 0.3 | 0.3 | 0.3 | 0.3 |
| Total Number of Positions | 4.3 | 4.3 | 4.3 | 4.3 | 4.3 |

Assessor Department FY27 Operating Budget Request

| Org | Object | Account # 01-141 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|--|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | |
| 01141100 | 511010 | Senior Administrator | 94,923 | 101,979 | 113,166 | 133,596 | 136,268 | \$ 2,672 | 2.00% |
| 01141100 | 511220 | Other Professionals | 107,737 | 147,436 | 143,316 | 158,617 | 163,939 | \$ 5,322 | 3.36% |
| 01141100 | 511370 | Support Staff | 52,938 | 54,480 | 63,470 | 68,618 | 71,076 | \$ 2,459 | 3.58% |
| 01141100 | 512290 | Part-time / Temporary / Seasonal Help | - | - | - | 12,000 | 12,000 | \$ - | 0.00% |
| 01141100 | 513120 | Scheduled Overtime | - | - | - | 1,650 | - | \$ (1,650) | -100.00% |
| 01141100 | 515050 | Longevity | | | | 500 | 600 | \$ 100 | 20.00% |
| | | | 255,598 | 303,895 | 319,952 | 374,981 | 383,884 | \$ 8,903 | 2.37% |
| EXPENSES | | | | | | | | | |
| 01141200 | 524030 | Equipment Maint. | 136 | - | - | 200 | 200 | \$ - | 0.00% |
| 01141200 | 530130 | Legal Services-Special Counsel | 130 | - | - | 150 | 150 | \$ - | 0.00% |
| 01141200 | 530500 | Training & Development | - | 550 | 1,500 | 1,400 | 1,400 | \$ - | 0.00% |
| 01141200 | 530600 | Appraisals and Surveys | 71,000 | 85,000 | 98,000 | 109,000 | 120,500 | \$ 11,500 | 10.55% |
| 01141200 | 530800 | Computer Software Services | 7,000 | 8,000 | 8,000 | 8,000 | 10,000 | \$ 2,000 | 25.00% |
| 01141200 | 534010 | Postage | 1,048 | 879 | 953 | 1,400 | 1,200 | \$ (200) | -14.29% |
| 01141200 | 534030 | Advertising | 49 | - | - | - | - | \$ - | 0.00% |
| 01141200 | 534040 | Printing & Mailing Expense | 532 | 651 | 1,371 | 1,250 | 1,250 | \$ - | 0.00% |
| 01141200 | 534060 | Photocopying | - | - | - | - | - | \$ - | 0.00% |
| 01141200 | 538010 | Deed/Abstract Copies | 106 | 106 | 106 | 250 | 530 | \$ 280 | 112.00% |
| 01141200 | 542010 | Office Supplies | 718 | 1,564 | 749 | 1,500 | 1,000 | \$ (500) | -33.33% |
| 01141200 | 553060 | Computer Supplies | 795 | 3,837 | 1,285 | 2,250 | 1,300 | \$ (950) | -42.22% |
| 01141200 | 571010 | Travel-Mileage | 458 | 984 | 1,021 | 1,500 | 1,300 | \$ (200) | -13.33% |
| 01141200 | 571110 | Conf/Meetings-Administrators | 615 | - | 574 | 1,400 | 1,200 | \$ (200) | -14.29% |
| 01141200 | 573010 | Dues-Administrators | 790 | 865 | 640 | 1,500 | 1,250 | \$ (250) | -16.67% |
| | | | 83,375 | 102,436 | 114,199 | 129,800 | 141,280 | 11,480 | 8.84% |
| | 570000 | Other Charges & Expenses | - | 1,200 | - | - | - | - | 0.00% |
| | | | \$ 338,973 | \$ 407,530 | \$ 434,150 | \$ 504,781 | \$ 525,164 | \$ 20,383 | 4.04% |

Assessor Department FY27 Operating Budget Request

| Job Title Employee Name | FY26 Rate as of June 30, 2026 | | | | | |
|--|-------------------------------------|--------------|---|----------------------------|---------------|-------------------------|
| | | Group - Step | FY27 Starting Rate as of July 1, 2026 | Step Adjustment Date | Adjusted Rate | Total Budget Request |
| Director of Assessing, Ellen Muller (DOH 3/18/2013) | \$ 2,559.32 | A14 | \$ 2,610.51 | N/A | N/A | 136,268 |
| Assistant Administrator Louise Burns (DOH 9/19/2005) | \$ 1,472.80 | B5-8 | \$ 1,502.26 | 9/19/2025 B5-9 | 1,543.67 | 80,099 |
| Principal Assessor Jefferey Lane (DOH 3/22/2023) | \$ 1,574.63 | A8 | \$ 1,606.12 | N/A | N/A | 83,840 |
| Senior Assessing Clerk Christine Axbey (DOH 08/09/2023) | \$ 1,303.05 | B4-7 | \$ 1,329.11 | 8/9/2026 B4-8 | 1,365.53 | 71,076 |
| Temporary Professional Staff * | | | | N/A | N/A | 12,000 |
| Scheduled Overtime (Office Assistant) | | | | N/A | N/A | - |
| Longevity (L Burns) | \$ 500.00 | | \$ 600.00 | | | 600 |

Total Salary \$ 383,884

*Note: FY27 Salary is based on 52.2 weeks



Town of *Wellesley*
 FY2027 Budget Request
 Human Resources: Mission, Services & Priorities

MISSION STATEMENT

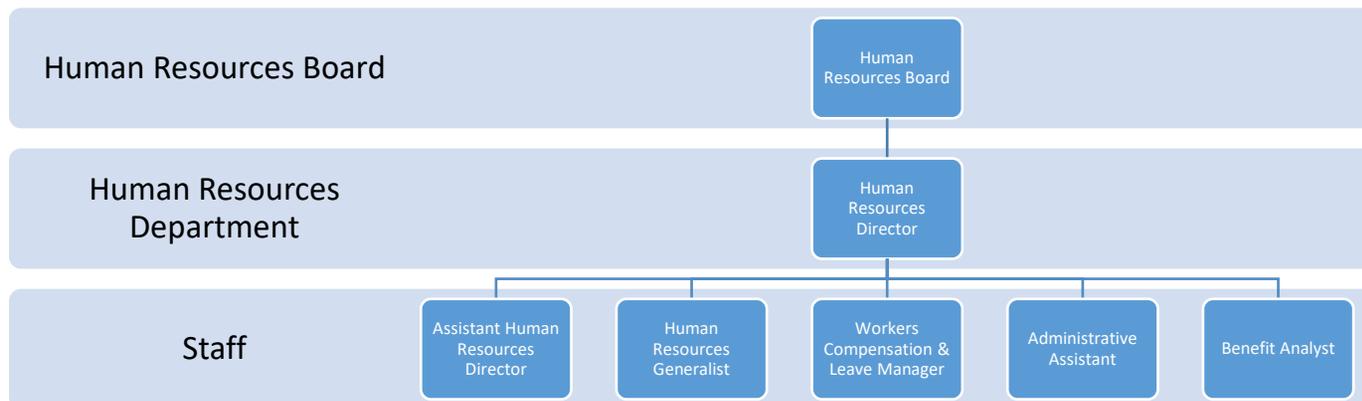
Through strategic partnerships and collaboration, the Human Resources Department is committed to attracting, developing, and retaining a high-performing workforce that reflects and supports an inclusive workplace where all employees can succeed. We ensure employees are prepared to serve the public with professionalism, respect, and compassion through equitable, consistent, and effective human resources practices.

By promoting a healthy, safe, and productive work environment; providing a comprehensive benefits program that supports employees and their families; and advocating for the tools and resources employees need to balance personal well-being with community service, we strengthen the Town of Wellesley's ability to recruit and retain talent and to remain an employer of choice.

OVERVIEW: HUMAN RESOURCES BOARD AND DEPARTMENT

The Human Resources Board consists of five members who are appointed by the Moderator for three-year terms. The Department of Human Resources is staffed by 5.5 professionals, with the Director of Human Resources leading the department in a strategic capacity. The Director is responsible for recommending, developing, implementing, and overseeing human resource policies and programs for the Town. Reporting to the Human Resources Board and the Executive Director, the Director serves as the primary resource on HR matters, labor laws, and employment issues, and providing technical assistance to various boards and departments. This role requires expertise in HR management, employee relations, collective bargaining, and relevant legal frameworks. Additionally, the Department oversees insurance benefits and workers' compensation programs for Town and School employees and retirees, with the Director acting as a thought leader on all HR-related matters.

HUMAN RESOURCES ORGANIZATIONAL STRUCTURE





Town of *Wellesley*
FY2027 Budget Request
Human Resources: Mission, Services & Priorities

The Department's staff includes the Assistant Human Resources Director, whose responsibilities include administering job classifications, managing the performance review system, advising on policies, overseeing benefits, and collaborating with the Human Resources Director, the Human Resources Board, the Executive Director, and department heads on employment matters.

The Human Resources Generalist functions as a liaison with all Town departments, overseeing recruitment, onboarding, benefits administration, and employee relations for new employees, while also developing and supporting innovative and diverse recruitment strategies. The Generalist contributes to the daily operations of the Human Resources Department.

The Workers' Compensation and Leave Coordinator ensures compliance with OSHA regulations, promotes workplace safety and wellness, manages Family and Medical Leave Act (FMLA) absences, supports retiree benefits, and oversees other long-term leaves of absence, while providing support to employees navigating transitions due to injuries, illnesses, and other leaves.

The Department is further supported by a Human Resources Administrative Assistant, responsible for maintaining confidential personnel records, providing administrative support, and ensuring compliance with record-keeping requirements. The Benefits Analyst supports employee benefits programs, provides counseling on benefits, performs audits to ensure the accuracy of benefit deductions and records, assists with open enrollment, and manages special projects such as the generation and distribution of 1095-C forms.

The Human Resources Department collaborates with all Town departments, managers, and their teams to foster an environment where employees can thrive. The Department is dedicated to providing high-quality service to prospective, current, and former employees, ensuring that all individuals are treated with respect, compassion, and personalized attention. This support extends from initial inquiries about job vacancies, services, and programs through retirement.

The Department partners with various departments on all aspects of human resources, including recruitment; benefits administration (e.g., health, dental, and life insurance); new-employee onboarding; professional development; employee file maintenance; leave administration; workers' compensation; employee assistance programs; policy communication and oversight; and ensuring compliance with the Town's bylaws, as well as state and federal employment laws and regulations. These responsibilities also extend to School Department employees and retirees. Designated by the Select Board as the Town's collective bargaining representative, the Human Resources Department is responsible for negotiating contract agreements with the Town's employee unions and associations. In addition to negotiating contracts, the Department works with management to administer and interpret collective bargaining agreements and assists with grievance and arbitration processes, as well as decision/impact bargaining matters.

The Human Resources Department is also responsible for maintaining the Town's Classification and Compensation Plan. This includes collaborating with departments to formulate job descriptions and ranking these positions based on factors such as responsibility level, education, and required expertise. The Department coordinates annual performance evaluations for employees and collects external employment and market data to recommend adjustments to the Town's compensation plans, including wage and benefit package changes.



Town of *Wellesley*
FY2027 Budget Request
Human Resources: Mission, Services & Priorities

FY 27 GOALS:

The goals for FY 27 the Department will prioritize process streamlining and increasing transparency while improving the employee experience.

Recruitment, Hiring and Engagement

1. Continue evaluating processes, policies, and procedures to streamline, automate and simplify the process to engage applicants and onboard new employees faster.
2. Survey comparable communities to remain competitive with our surrounding communities.
3. Utilize applicant tracking software to streamline application and hiring process while building a pipeline of potential future applicants.

Equity, Inclusion and Belonging

1. Use several alternative sources for recruitment using additional publications, websites, and job fairs.
2. Develop internship opportunities with technical high schools and colleges.
3. Review and update job descriptions for qualifications and equity as the final part of the Classification and Compensation study.
4. Continue participation in the Racial Equity Audit, review data and identify areas for improvement.

Update Policies and Procedures

1. Review policies for inclusive language, accessibility, legal updates, and equity.
2. Evaluate and update pay policies to reflect new classification and compensation system.

Bargaining

1. Evaluate benefits and wage data to ensure competitive benefits and wages.
2. Assist with negotiating successor collective bargaining agreements.

Operating Budget Summary

The Human Resource Department's budget is at a 8.10% increase for expenses due to subscription fees for additional platforms to assist with bargaining data and research. There are no additional positions or new line items included this year. The increase includes an assumed salary increase of 2.00% for the cost of living increase and a step for the H - Series staff. The total increase for personnel is 2.39% and the Department is fully staffed. The total budget is a 2.82% increase.



Town of *Wellesley*
 FY2027 Budget Request
 Human Resources: Mission, Services & Priorities

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|----------------------------------|----------------|----------------|----------------|----------------|-----------------|
| Position Titles: | | | | | |
| Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Assistant Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Human Resources Generalist** | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Administrative Assistant | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Workers Comp/Leave Coordinator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Benefits Analyst* | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 |
| Total Number of Positions | 5.5 | 5.5 | 5.5 | 5.5 | 5.5 |

* Shared with Veterans District

**Changed from Benefits Coordinator

| Human Resources Department FY27 Operating Budget Request | | | | | | | | | |
|--|--------|---|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| Org | Object | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
| PERSONAL SERVICES | | | | | | | | | |
| 01152100 | 511010 | Director of Human Resources | \$ 132,676 | \$ 140,093 | \$ 157,069 | \$ 160,653 | \$ 163,866 | \$ 3,213 | 2.00% |
| 01152100 | 511220 | Senior Human Resources Generalist (1.0 FTE) & HR Generalist (1.0 FTE) | \$ 157,024 | \$ 111,128 | \$ 170,242 | \$ 187,470 | \$ 191,219 | \$ 3,749 | 2.00% |
| 01152100 | 511370 | Administrative Assistant | \$ 44,456 | \$ 53,942 | \$ 59,875 | \$ 64,892 | \$ 67,676 | \$ 2,784 | 4.29% |
| 01152100 | 512290 | | \$ - | \$ 7,934.38 | \$ - | | | \$ - | 0.00% |
| 01152100 | 511420 | | 54,614 | \$ 67,245 | \$ 71,604 | \$ 79,203 | \$ 80,788 | \$ 1,584 | 2.00% |
| 01152100 | 511425 | | 27,273 | \$ 28,893 | \$ 20,766 | \$ 73,353 | \$ 76,870 | \$ 3,516 | 4.79% |
| 01152100 | 569555 | Veteran's Assessment for Benefits Spec. | - | \$ - | \$ - | \$ (36,244) | \$ (38,435) | \$ (2,191) | 6.05% |
| 01152100 | 515050 | | - | \$ - | \$ - | | | \$ - | 0.00% |
| | PERS | PERSONAL SERVICES SUBTOTAL | 416,042 | 409,235 | 479,557 | 529,328 | 541,983 | \$ 12,655 | 2.39% |



Town of *Wellesley*
 FY2027 Budget Request
 Human Resources: Mission, Services & Priorities

| | | EXPENSES | | | | | | | | |
|----------|--------|--|---|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|--------------|
| 01152200 | 517020 | Medical Check-up | New employee, DOT, return to work examinations | 6,677 | \$ 9,683 | \$ 6,423 | \$ 10,000 | \$ 10,000 | \$ - | 0.00% |
| 01152200 | 524030 | Equipment Maintenance | | 332 | \$ - | | | | \$ - | 0.00% |
| 01152200 | 530500 | Training and Development | Professional development, seminars, classes | 650 | 5,861 | 5,982 | 5,450 | 5,750 | \$ 300 | 5.50% |
| 01152200 | 534010 | Postage | Mailings to applicants, active employees and retirees; business correspondence | 2,198 | 2,524 | 1,842 | 1,500 | 1,800 | \$ 300 | 20.00% |
| 01152200 | 534035 | Advertising-Employment | Costs for advertisements, verification of previous employment, education, driver records, criminal background | 13,794 | 12,566 | 5,827 | 15,000 | 15,000 | \$ - | 0.00% |
| 01152200 | 542010 | Office Supplies | General office supplies | 2,545 | 1,225 | 1,036 | 2,250 | 2,250 | \$ - | 0.00% |
| 01152200 | 542090 | Other General Supplies | Office improvements, furniture, storage, filing cabinets | 73 | 906 | 1,570 | 1,250 | 1,250 | \$ - | 0.00% |
| 01152200 | 543040 | Equipment M&R Supplies | Copier, toner and other office machines | 193 | 1,493 | 1,706 | 1,860 | 1,860 | \$ - | 0.00% |
| 01152200 | 571010 | Travel - Mileage | Reimbursement for department employees' work-related travel - mileage, tolls, public transportation | - | - | - | 400 | 400 | \$ - | 0.00% |
| 01152200 | 571110 | Conf./Meetings-Administrators | | \$ 2,550 | \$ - | - | | | \$ - | 0.00% |
| 01152200 | 571510 | Town Training & Development | Professional development opportunities for Town employees | 6,450 | 3,244 | 1,622 | 5,000 | 5,000 | \$ - | 0.00% |
| 01152200 | 573010 | Dues-Administrators and Professional Staff | Professional organizations: Mass. Municipal Personnel Assoc., Soc. for Human Resource Management, NE Human Resources Assoc. | 504 | 669 | 455 | 750 | 3,669 | \$ 2,919 | 389.20% |
| | | EXPENSE SUBTOTAL | EXPENSE SUBTOTAL | 35,963 | 38,170 | 26,462 | 43,460 | 46,979 | \$ 3,519 | 8.10% |
| | 570000 | Other Charges/Expenses | | | 3,229 | 2,580 | | | \$ - | 0.00% |
| | | | | \$ 452,006 | \$ 447,405 | \$ 506,020 | \$ 572,788 | \$ 588,962 | \$ 16,174 | 2.82% |



Town of Wellesley

FY2027 Budget Request

Human Resources Board Operating Request

Department: 152

Department Head: Dolores Hamilton, HR Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|---------------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 388,770 | \$ 372,408 | \$ 458,791 | \$ 492,219 | \$ 503,549 | \$ 11,330 | 2.47% |
| Part Time | 27,273 | 36,828 | 20,766 | 73,353 | 76,870 | \$ 3,516 | 4.79% |
| WSVD Offset | - | - | - | (36,244) | (38,435) | \$ (2,191) | 6.05% |
| Overtime | - | - | - | - | - | \$ - | 0.00% |
| Subtotal, Personal Services | 416,042 | 409,235 | 479,557 | 529,328 | 541,983 | \$ 12,655 | 2.39% |
| Expenses | 35,963 | 38,170 | 26,462 | 43,460 | 46,979 | \$ 3,519 | 8.10% |
| Encumbrance | - | 3,229 | 2,580 | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 35,963 | 41,399 | 29,042 | 43,460 | 46,979 | \$ 3,519 | 8.10% |
| TOTAL | \$ 452,006 | \$ 450,635 | \$ 508,600 | \$ 572,788 | \$ 588,962 | \$ 16,174 | 2.82% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|----------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Position Titles: | | | | | |
| Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Assistant Human Resources | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Human Resources Generalist** | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Administrative Assistant | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Workers Comp Coordinator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Benefits 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 |

* Shared with Retirement System. Benefits paid by Retirement

Human Resources Department FY27 Operating Budget Request

| Org | Object | Account # 01-152 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------------------|--------|--|---|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01152100 | 511010 | Senior Administrator | Director of Human Resources | \$ 132,676 | \$ 140,093 | \$ 157,069 | \$ 160,653 | \$ 163,866 | \$ 3,213 | 2.00% |
| 01152100 | 511220 | Other Professionals | Senior Human Resources Generalist (1.0 FTE) & HR Generalist (1.0 FTE) | \$ 157,024 | \$ 111,128 | \$ 170,242 | \$ 187,470 | \$ 191,219 | \$ 3,749 | 2.00% |
| 01152100 | 511370 | Clerical | Administrative Assistant | \$ 44,456 | \$ 53,942 | \$ 59,875 | \$ 64,892 | \$ 67,676 | \$ 2,784 | 4.29% |
| 01152100 | 512290 | Other Temporary Staff | | \$ - | \$ 7,934.38 | \$ - | | | \$ - | 0.00% |
| 01152100 | 511420 | Workers Comp | | 54,614 | \$ 67,245 | \$ 71,604 | \$ 79,203 | \$ 80,788 | \$ 1,584 | 2.00% |
| 01152100 | 511425 | Other Part-Time | | 27,273 | \$ 28,893 | \$ 20,766 | \$ 73,353 | \$ 76,870 | \$ 3,516 | 4.79% |
| 01152100 | 569555 | WSVD Offset | Veteran's Assessment for Benefits Spec. | - | \$ - | \$ - | \$ (36,244) | \$ (38,435) | \$ (2,191) | 6.05% |
| 01152100 | 515050 | Longevity | | - | \$ - | \$ - | | | \$ - | 0.00% |
| PERSONAL SERVICES SUBTOTAL | | | | 416,042 | 409,235 | 479,557 | 529,328 | 541,983 | \$ 12,655 | 2.39% |
| EXPENSES | | | | | | | | | | |
| 01152200 | 517020 | Medical Check-up | New employee, DOT, return to work examinations | 6,677 | \$ 9,683 | \$ 6,423 | \$ 10,000 | \$ 10,000 | \$ - | 0.00% |
| 01152200 | 524030 | Equipment Maintenance | | 332 | \$ - | | | | \$ - | 0.00% |
| 01152200 | 530500 | Training and Development | Professional development, seminars, classes | 650 | 5,861 | 5,982 | 5,450 | 5,750 | \$ 300 | 5.50% |
| 01152200 | 534010 | Postage | Mailings to applicants, active employees and retirees; business correspondence | 2,198 | 2,524 | 1,842 | 1,500 | 1,800 | \$ 300 | 20.00% |
| 01152200 | 534035 | Advertising-Employment | Costs for advertisements, verification of previous employment, education, driver records, criminal background | 13,794 | 12,566 | 5,827 | 15,000 | 15,000 | \$ - | 0.00% |
| 01152200 | 542010 | Office Supplies | General office supplies | 2,545 | 1,225 | 1,036 | 2,250 | 2,250 | \$ - | 0.00% |
| 01152200 | 542090 | Other General Supplies | Office improvements, furniture, storage, filing cabinets | 73 | 906 | 1,570 | 1,250 | 1,250 | \$ - | 0.00% |
| 01152200 | 543040 | Equipment M&R Supplies | Copier, toner and other office machines | 193 | 1,493 | 1,706 | 1,860 | 1,860 | \$ - | 0.00% |
| 01152200 | 571010 | Travel - Mileage | Reimbursement for department employees' work-related travel - mileage, tolls, public transportation | - | - | - | 400 | 400 | \$ - | 0.00% |
| 01152200 | 571110 | Conf./Meetings-Administrators | | \$ 2,550 | \$ - | - | | | \$ - | 0.00% |
| 01152200 | 571510 | Town Training & Development | Professional development opportunities for Town employees | 6,450 | 3,244 | 1,622 | 5,000 | 5,000 | \$ - | 0.00% |
| 01152200 | 573010 | Dues-Administrators and Professional Staff | Professional organizations: Mass. Municipal Personnel Assoc., Soc. for Human Resource Management, NE Human Resources Assoc. | 504 | 669 | 455 | 750 | 3,669 | \$ 2,919 | 389.20% |
| EXPENSE SUBTOTAL | | | | 35,963 | 38,170 | 26,462 | 43,460 | 46,979 | \$ 3,519 | 8.10% |
| | 570000 | Other Charges/Expenses | | | 3,229 | 2,580 | | | \$ - | 0.00% |
| | | | | \$ 452,006 | \$ 450,635 | \$ 508,600 | \$ 572,788 | \$ 588,962 | \$ 16,174 | 2.82% |

Human Resources Board Operating Request

| Job Title Employee Name | FY26 Rate as of June 30, 2026 | FY27 RATE REQUEST | | | | Total Budget Request |
|---|-------------------------------------|-------------------|------------------------------|-------------------------|---------------|-------------------------|
| | | Group - Step | FY27 Starting Rate 7/1/26 | Step Adjustment Date | Adjusted Rate | |
| Director Dolores Hamilton | \$ 3,077.64 | A15 | \$ 3,139.19 | N/A | N/A | 163,866 |
| Assistant Human Resources Director Bahya Sauer | \$ 2,006.10 | A10 | \$ 2,046.22 | N/A | N/A | 106,813 |
| Human Resources Generalist Haley Reddish | \$ 1,585.28 | A8 | \$ 1,616.99 | N/A | N/A | 84,407 |
| Administrative Assistant Mayte Santisteban | \$ 1,251.60 | B5-2 | \$ 1,276.63 | 12/5/2026 B5-3 | \$ 1,311.62 | 67,676 |
| Workers Comp. Coordinator Jen Glover | \$ 1,517.31 | A7 | \$ 1,547.66 | N/A | N/A | 80,788 |
| Benefits Specialist Tasha Epstein | \$ 1,424.50 | B6-2 | \$ 1,452.99 | 1/2/2027 B6-3 | \$ 1,492.97 | 76,870 |
| WSVD Assessment Offset | | | | | | (38,435) |

Total Salary \$ 541,983

Note: FY27 Salary is based on 52.2 weeks



Town of *Wellesley*
FY2027 Budget Request
Office of the Town Clerk: Mission, Services & Priorities

Mission

The office of the Town Clerk serves as the repository of vital records for the town; conducts all activities related to census, elections and voter registration; issues a variety of licenses and permits; and serves as the office of record for a variety of public filings. A staff of three and the Town Clerk carry out the various functions of the office.

Services

Census and Elections

The Town Clerk's Office conducted 3 elections on in FY2025.

| Election | Date | % Turn-out of Active Voters |
|-----------------------------|-----------|-----------------------------|
| State Primary Election | 9/3/2024 | 20% |
| State/Presidential Election | 11/5/2024 | 86% |
| Annual Town Election | 3/4/2025 | 17% |

In the Annual Town Election, there were contested races for the offices of Select Board and the Recreation Commission.

The administration of elections requires the assistance of over 100 poll workers and the cooperation of the Department of Public Works, the Municipal Light Plant, the Police Department, the Facilities Management Department and IT Department. The elections also included support from the Health and Recreation Departments, the School Department, as well as the Council on Aging. In addition, the Dana Hall School generously offers their facility as a polling location. Without the support of these organizations and citizens we would not be able to fulfill our mandate.

The Board of Registrars of Voters is charged with the responsibility of registering voters, certifying nomination papers and petitions, processing absent voter applications and administering recounts. As of June 2025, the Town of Wellesley had 17,537 Active and 1,304 In-Active registered voters, for a total of 18,841 registered voters.

The members of the Board of Registrars as of June 30, 2025 were John Duffy, Republican, and Mary (Tobey) Sullivan and Frederic Ripley, Democrats, and KC Kato, Town Clerk, Unenrolled.



Town of *Wellesley*
FY2027 Budget Request
Office of the Town Clerk: Mission, Services & Priorities

Town Meetings

The Town Clerk is responsible for keeping and publishing the minutes of Town Meeting. There was a Special Town Meeting on October 21 and 22, 2024 to address several zoning articles and other miscellaneous warrant articles.

The Annual Town Meeting was conducted on April 1st, 2nd, 7th, 8th, 14th and 15th. The meeting was held in-person.

Vital Records and Miscellaneous

During the period July 1, 2024 to June 30, 2025 the office processed:

- Birth records – 185
- Marriage Intentions - 69
- Death Records - 186
- Business Certificates - 120
- Dog Licenses – 3,384 individual dog licenses and 5 kennel licenses

Staffing

Office staff of Donna Whitham, Assistant Town Clerk, Diane Innes, Elections and Voter Registration Administrator, and Rachel Cristoforo, Licensing and Elections Administrator and Christine Kehoe and Alissa Keene, part time Senior Clerks, ably support all the functions of the office.

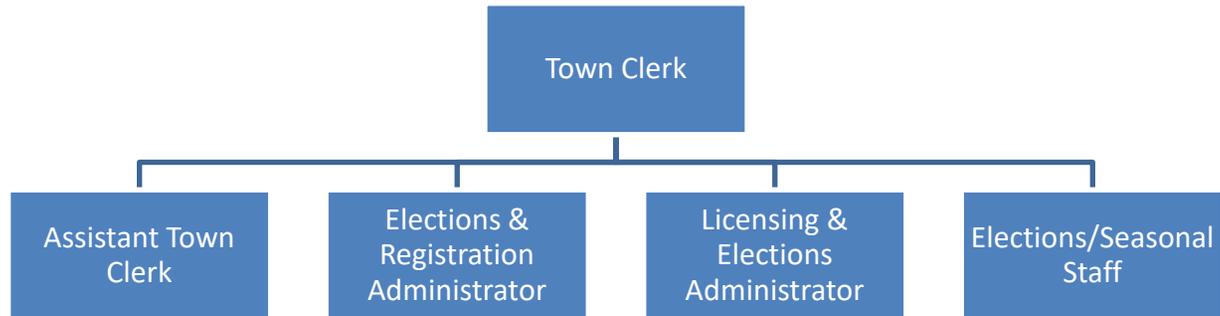
FY27 Budget Priorities

The FY27 Operating Budget includes the following:

- We expect to have 3 elections in FY27 versus 1 in FY26, therefore, the FY27 request is larger than FY26. Personnel and Expense costs have been adjusted to account for increased costs per election.
- Included in the budget is the cost to lease Electronic Voting Devices for Town Meeting. Electronic Voting Devices were approved for use at Town Meeting in 2019. The devices were piloted in October 2019. The expense of leasing the Electronic Voting Devices has increased.



Town of *Wellesley*
FY2027 Budget Request
Office of the Town Clerk: Mission, Services & Priorities





Town of *Wellesley*

FY2027 Budget Request

Town Clerk Operating Request

Department: 161

Department Head: KC Kato, Town Clerk

| DEPARTMENT EXPENDITURES | FY23* Actual | FY24* Actual | FY25* Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Change FY26-27 |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|---------------------|
| Personal Services | | | | | | | |
| Full Time | \$ 282,029 | \$ 311,276 | \$ 336,258 | \$ 358,096 | \$ 378,591 | \$ 20,494 | 5.72% |
| Temp/Seasonal | 45,273 | 20,873 | 37,222 | 21,800 | 65,450 | \$ 43,650 | 200.23% |
| Overtime | 2,744 | 3,086 | 2,371 | 2,500 | 3,000 | \$ 500 | 20.00% |
| Longevity | 700 | 700 | 700 | 700 | 700 | \$ - | 0.00% |
| Other (Elections) | - | - | - | - | - | \$ - | 0.00% |
| Subtotal, Personal Services | 330,747 | 335,935 | 376,551 | 383,096 | 447,741 | \$ 64,644 | 16.87% |
| Expenses | 78,956 | 78,134 | 78,107 | 101,290 | 127,990 | \$ 26,700 | 26.36% |
| Encumbered Expenses | - | - | - | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 78,956 | 78,134 | 78,107 | 101,290 | 127,990 | \$ 26,700 | 26.36% |
| TOTAL | \$ 409,703 | \$ 414,069 | \$ 454,658 | \$ 484,386 | \$ 575,731 | \$ 91,344 | 18.86% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|-------------------------------------|----------------|----------------|----------------|----------------|-----------------|
| Position Titles: | | | | | |
| Town Clerk | 1 | 1 | 1 | 1 | 1 |
| Assistant Town Clerk | 1 | 1 | 1 | 1 | 1 |
| Elections & Reg. Administrator | 1 | 1 | 1 | 1 | 1 |
| Licensing & Elections Administrator | 0.5 | 0.8 | 1 | 1 | 1 |
| Elections-Seasonal Support | <u>0.5</u> | <u>0.2</u> | <u>0.3</u> | <u>0.2</u> | <u>0.3</u> |
| Total Number of Positions | 4.0 | 4.0 | 4.3 | 4.2 | 4.3 |

| Town Clerk FY27 Operating Budget Request | | | | | | | | | |
|--|--------|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|--------------------------|
| Org | Object | Account # 01-161 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
| PERSONAL SERVICES | | | | | | | | | |
| 01161100 | 511010 | Senior Administrator* | \$ 104,866 | \$ 108,732 | \$ 114,156 | \$ 119,195 | \$ 124,558 | \$ 5,363 | 4.50% |
| 01161100 | 511220 | Other Professionals | 73,119 | 82,453 | 85,195 | 88,308 | 92,552 | \$ 4,244 | 4.81% |
| 01161100 | 511225 | Board of Registrars | 2,883 | 1,900 | 2,158 | 2,000 | 2,000 | \$ (0) | 0.00% |
| 01161100 | 511370 | Clerical | 101,161 | 118,191 | 134,748 | 148,593 | 159,480 | \$ 10,887 | 7.33% |
| 01161100 | 512010 | Pages/Poll Workers | 35,921 | 14,473 | 25,742 | 18,300 | 54,950 | \$ 36,650 | 200.27% |
| 01161100 | 512050 | Custodians/Laborers | 9,352 | 6,400 | 11,480 | 3,500 | 10,500 | \$ 7,000 | 200.00% |
| 01161100 | 513160 | Other Overtime | 2,744 | 3,086 | 2,371 | 2,500 | 3,000 | \$ 500 | 20.00% |
| 01161100 | 515050 | Longevity | 700 | 700 | 700 | 700 | 700 | \$ - | 0.00% |
| | | Benefits Adjustment | | | | | | | |
| PERSONAL SERVICES SUBTOTAL | | | 330,747 | 335,935 | 376,551 | 383,096 | 447,741 | 64,644 | 16.87% |
| EXPENSES | | | | | | | | | |
| 01161200 | 517020 | Medical Checkup | - | - | - | | | \$ - | 0.00% |
| 01161200 | 517030 | Meal Allowances | 2,000 | 1,168 | 2,505 | 1,200 | 2,750 | \$ 1,550 | 129.17% |
| 01161200 | 524030 | Equipment Maintenance | 14,846 | 13,609 | 11,003 | 27,640 | 33,640 | \$ 6,000 | 21.71% |
| 01161200 | 534010 | Postage | 23,180 | 21,396 | 12,280 | 19,500 | 31,500 | \$ 12,000 | 61.54% |
| 01161200 | 534030 | Advertising-General | 195 | 113 | - | 100 | 100 | \$ - | 0.00% |
| 01161200 | 534040 | Printing & Mailing Expense | 12,740 | 16,340 | 14,655 | 17,250 | 17,600 | \$ 350 | 2.03% |
| 01161200 | 538020 | Book Binding Services | 899 | - | - | 2,000 | 500 | \$ (1,500) | -75.00% |
| 01161200 | 538050 | Deliveries | - | - | - | | | \$ - | 0.00% |
| 01161200 | 538090 | Other Purchased Services | 4,990 | - | 580 | 1,500 | 1,500 | \$ - | 0.00% |
| 01161200 | 542010 | Office Supplies | 5,198 | 3,892 | 2,900 | 4,000 | 4,000 | \$ - | 0.00% |
| 01161200 | 542040 | Paper & Stationary | 1,105 | 2,574 | - | 1,000 | 1,000 | \$ - | 0.00% |
| 01161200 | 542090 | Other Supplies - Dog Tags | 1,247 | 1,403 | 1,016 | 1,500 | 1,600 | \$ 100 | 6.67% |
| 01161200 | 571010 | Travel-Mileage | 28 | 307 | 495 | 300 | 500 | \$ 200 | 66.67% |
| 01161200 | 571110 | Conf/Meetings-Administrators | 389 | 1,087 | 616 | 1,000 | 1,000 | \$ - | 0.00% |
| 01161200 | 573010 | Dues-Administrators | 175 | 175 | 175 | 200 | 200 | \$ - | 0.00% |
| 01161200 | 574120 | Public Employee Bond | 100 | 100 | 100 | 100 | 100 | \$ - | 0.00% |
| 01161200 | 583053 | Equipment Replacement | - | - | - | | | \$ - | 0.00% |
| 01161200 | 527090 | Other Rentals/Leases | 11,865 | 15,969 | 31,783 | 24,000 | 32,000 | \$ 8,000 | 33.33% |
| 01161200 | 578090 | Unclassified Expenses | - | - | - | | | \$ - | 0.00% |
| EXPENSE SUBTOTAL | | | 78,956 | 78,134 | 78,107 | 101,290 | 127,990 | 26,700 | 26.36% |
| | 570000 | Other Charges & Expenses | - | - | - | | | \$ - | 0.00% |
| DEPARTMENT TOTAL | | | \$ 409,703 | \$ 414,069 | \$ 454,658 | \$ 484,386 | \$ 575,731 | 91,344 | 18.86% |

* Estimated. Town Clerk's salary to be set at Annual Town Meeting

Town Clerk FY27 Operating Budget Request

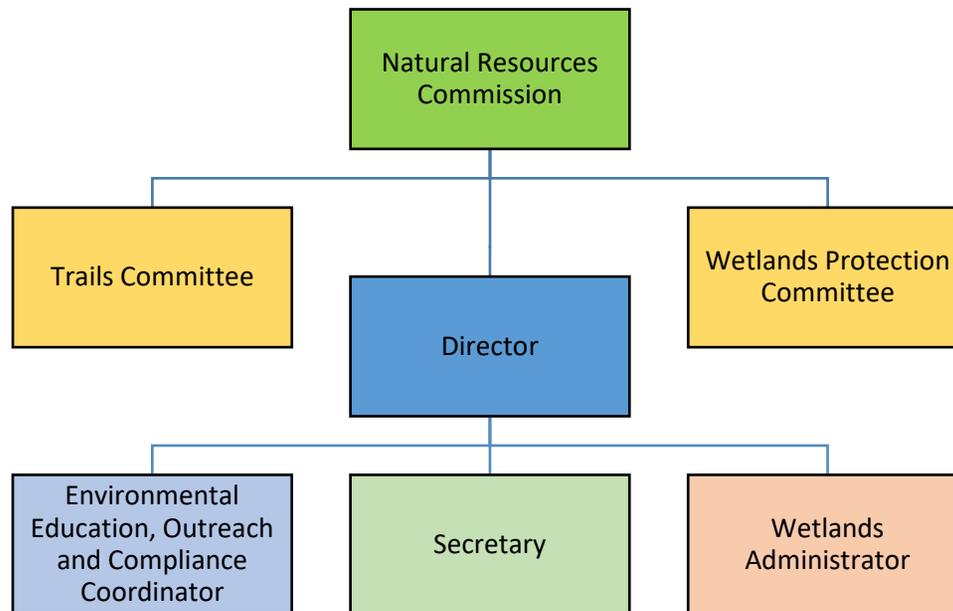
| Job Title Employee Name | FY26 Rate as of 6/30/2026 | FY27 RATE REQUEST | | | | |
|---|---------------------------------|-------------------|---------------------------------|----------------------------|---------------|-------------------------|
| | | Group - Step | Starting Rate FY27- 7/1/2026 | Step Adjustment Date | Adjusted Rate | Total Budget Request |
| Town Clerk KC Kato | \$ 2,283.42 | 59 | \$ 2,386 | N/A | N/A | 124,558 |
| Assistant Town Clerk Donna Whitham | \$ 1,722.70 | B6-9 | \$ 1,757 | 3/3/2027 | 1,805.35 | 92,552 |
| Administrator Diane Innes | \$ 1,395.10 | B5-6 | \$ 1,423 | 6/23/2027 | 1,461.92 | 74,327 |
| Clerk C. Kilmain | \$ 1,251.60 | B5-2 | \$ 1,276.63 | 3/10/2025 | 1311.62 | 67,207 |
| Clerical Support & Elections Alissa Keene, C. Kehoe, E. Kelley | \$ 30.00 | DA01 | \$ 31.00 | N/A | N/A | 12,946 |
| Additional Elections Support | \$ 29.00 | DA01 | \$ 29.00 | N/A | N/A | 5,000 |
| Registrar Town Clerk Stipend | \$ 142 | | \$141.66/month | N/A | N/A | 1,700 |
| Registrars 3 @ \$100/registrar/3 elections | \$ 300 | N/A | \$ 300 | N/A | N/A | 300 |
| Election Training @ \$25/hr. x 100 workers | \$ 2,500 | N/A | \$ 2,500 | N/A | N/A | 2,500 |
| State Primary | | N/A | | | | |
| Vote by Mail Processing | \$ 3,000 | N/A | \$ 3,000 | N/A | N/A | 3,000 |
| Wardens - 2 precincts (2) | \$ 300 | N/A | \$ 300 | N/A | N/A | 600 |
| Wardens - 1 precinct (4) | \$ 275 | N/A | \$ 275 | N/A | N/A | 1,100 |
| Clerks (8) | \$ 250 | N/A | \$ 250 | N/A | N/A | 2,000 |
| Inspectors (64 part time) | \$ 200 | N/A | \$ 200 | N/A | N/A | 6,400 |
| Tellers (16) | \$ 75 | N/A | \$ 75 | N/A | N/A | 1,200 |
| In-Person Early Voting | \$ 15 | N/A | \$ 15 | N/A | N/A | 1,350 |
| State/Presidential Election | | N/A | | | | |
| Vote by Mail Processing | \$ 3,000 | N/A | \$ 4,000 | N/A | N/A | 4,000 |
| Wardens - 2 precincts (2) | \$ 300 | N/A | \$ 300 | N/A | N/A | 600 |
| Wardens - 1 precinct (4) | \$ 275 | N/A | \$ 275 | N/A | N/A | 1,100 |
| Clerks (8) | \$ 250 | N/A | \$ 250 | N/A | N/A | 2,000 |
| Inspectors (64 part time) | \$ 200 | N/A | \$ 200 | N/A | N/A | 6,400 |
| Tellers (16) | \$ 75 | N/A | \$ 75 | N/A | N/A | 1,200 |
| In-Person Early Voting | \$ 15 | N/A | \$ 15 | N/A | N/A | 2,700 |
| Town Election | | | | | | |
| Vote by Mail Processing | \$ 3,000 | N/A | \$ 3,000 | N/A | N/A | 3,000 |
| Wardens -2 precincts (2) | \$ 300 | N/A | \$ 300 | N/A | N/A | 600 |
| Wardens-1 precinct (4) | \$ 275 | N/A | \$ 275 | N/A | N/A | 1,100 |
| Clerks (8) | \$ 250 | N/A | \$ 250 | N/A | N/A | 2,000 |
| Inspectors (64 part time) | \$ 200 | N/A | \$ 200 | N/A | N/A | 6,400 |
| Tellers (16) | \$ 75 | N/A | \$ 75 | N/A | N/A | 1,200 |
| Technical Support elections | \$ 1,500 | N/A | \$ 1,500 | N/A | N/A | 4,500 |
| Custodian/delivery support elections | \$ 3,500 | N/A | \$ 3,500 | N/A | N/A | 10,500 |
| Overtime | \$ 3,000 | | \$ 3,000 | N/A | N/A | 3,000 |
| Longevity - Diane Innes | \$ 600.00 | | \$ 700 | | | 700 |
| TOTAL, ALL PERSONAL SERVICES | | 181 | | | | \$ 447,741 |

Natural Resources Commission



Mission Statement

It is the mission of the Natural Resources Commission to provide stewardship of, education about, and advocacy for the Town of Wellesley's parks, conservation, recreation and open space areas so the full value of the Town's natural assets can be passed onto future generations.



Department Description

The Natural Resources Commission (NRC) consists of five elected members with staggered terms of three years. The Natural Resources Commission appoints the 5-member Wetlands Protection Committee (WPC) for three-year terms and the 11-member Trails Committee for one-year terms. The Commission also appoints other ad hoc committees as required.

The department is currently staffed by 4 full-time employees including the director, wetlands administrator, secretary and environmental education outreach and compliance coordinator.

Office of the Natural Resources Commission

The NRC is charged with the statutory responsibilities of *Park Commissions, Conservation Commissions, Tree Wardens, Shade Tree and Pest Control Officers, and Town Forest Committees* under Massachusetts General Laws Chapters 40, 45, 87, 131 and 132. The NRC appoints and oversees the Wetlands Protection Committee and the Trails Committee.

The NRC, serving as the Conservation Commission for the Town, delegates to the five-member Wetlands Protection Committee (WPC) the power and authority to administer and enforce the Wetlands Protection Act and the Town Wetlands Protection Bylaw. The WPC is supported by the Wetlands Administrator.

The Wellesley Trails Committee promotes, develops, and maintains the town's trail system. There are 47 miles of trails in Town, 28 of which are marked and have accompanying descriptions. Departmental staff support the Trails Committee in an administrative capacity.

Representatives from the NRC also serve on the Community Preservation Committee (CPC), the Trails Committee, the Playing Fields Task Force, the Mobility Committee, and the 3R Working Group.

Accomplishments

The NRC is proud to report on progress made by the NRC, WPC, Trails, Town Departments and partner organizations in the following areas:

Town-wide Capital Improvement Planning

- Reviewed plans for team rooms at Hunnewell Track and Field
- Approved designs at Hunnewell Tennis courts to address demand and impact of pickleball
- Permitting for Dredging of Reed and Duck ponds
- Completed installation of New Phosphorus inactivation unit at Morses Pond

Environmental Planning and Legislation

- Developed Land Conservation Plan (in progress)
- Participated in Charles River Watershed Climate Compact and Flood Modeling Project
- Advocated legislation addressing pesticide reduction, gas leaks, tree protection, and renewable energy at the State level
- Participated in the Charles River Watershed Climate Compact to prepare for and seek funding to mitigate stormwater and flooding issues, develop flood model, and implement priority restoration sites

Morses Pond Beach Improvements

- Reviewed landscape improvements and site feasibility for beach house layout and future amenities and led Morses Pond Beach Advisory Committee project review.

Preservation of Tree Canopy

- Continued the annual tree planting program for residents and on parkland
- Enhanced outreach for tree planting in areas with lower tree canopy cover through Evolutions class

Education, Outreach and Compliance

- Ran Eco-camp with Wellesley Youth Commission
- Led outdoor programming and assisted on award projects for several local Girl and Boy Scout troops
- Collaborated with DPW and Wellesley Media on creating a Stormwater video to explain the new Stormwater Tax
- Led City Nature Challenge 2025, an evening owl prowl, vernal pool boardwalk tracks project, and Elm Bank Festival of Trees entry
- Ran the annual Earth Day clean up at the Charles River, managed 4C garden plot and food pantry donations, and organized student volunteers for the Simons Park project
- Organized annual “Learn how to Garden” event at Weston Road Garden with Sustainable Wellesley
- Worked with Wetland Administrator to address violations and compliance concerns
- Created a Rubrik, data collection sheet, and standardized process to address wetland violations and encroachment issues on town land

Warrant Article Requests

The NRC is evaluating the potential request to create a stabilization fund to promote land conservation. The NRC cannot acquire land that comes on the market for conservation. Without funding, the NRC cannot undertake study and analysis of potential conservation opportunities and lacks the ability to put down purchase money/make offers to hold properties until Town Meeting. The Town is also not saving to cover conservation costs. This fund would support the acquisition of property identified in the Land Conservation Plan and funding amounts would be determined at each Annual Town Meeting.

FY2026/7 Goals

The following goals were identified at the NRC’s annual retreat, held on June 1, 2024.

1. Clocktower and War Memorial: Work with DPW to approve design plans to fix deterioration.
2. Dark Sky Compliance for Buildings and Lights on NRC Land: Investigate and consider policy as new facilities come online (Hunnewell Team Room, Morses Pond, etc.)
3. Dogs in Parkland: Work with Police Department and Town partners to increase education and enforcement of leash laws in parklands.

4. DPW Coordination: Improve coordination and information-sharing between NRC and DPW regarding planned capital improvements to NRC lands.
5. Encroachments: Continue implementation of new encroachment process and work with SB to revise Town-wide policy.
6. Land Conservation Plan: Finalize and approve plan; secure approval of funding mechanism at ATM.
7. Morses Pond: Conclude supplemental feasibility study and begin design phase.
8. Ouellete: Investigate replacement of hardcourt and other improvements to park.
9. Schofield: Investigate replacement of hardcourt.
10. Wight Pond: Complete analysis and determine whether NRC should pursue acquisition.

Each of these goals relates to Action and Policy recommendations explicitly outlined in the Open Space and Recreation, Unified, Municipal Vulnerability or Climate Action Plans, including promoting protection and enhancement of the tree canopy, managing properties to promote habitat and biodiversity, reducing greenhouse gas emissions, and raising public awareness about landscape best management practices by public and private property owners.

The FY27 Capital and Operating Budget requests allow the NRC to meet its statutory requirements as Park and Conservation Commission, including the enforcement of the Wetlands Protection Act and bylaw. The funds will also enable the Commission to educate the public about the importance of Wellesley’s natural resources and support efforts to protect them through the *Grow Green Wellesley* campaign, allow regulatory advocacy including legislative and grass-roots support of environmental policies (waste reduction, gas leak repair, tree protection), and fund landscape and watershed improvements (public shade trees*, well-maintained trails®, pesticide-free and pollinator friendly parks+, and ecologically healthy and recreationally functional watersheds). The NRC will also leverage these funds and grant opportunities associated with the Town Forest Stewardship and Bird Habitat Plan¥, the Municipal Vulnerability Preparedness campaign: *Wellesley Will*, and grants such as the Accelerating Climate Resiliency Grant Program. The NRC also manages the Morses Pond Capital® and Operating budgets, as outlined below.

Operating Budget Summary

The NRC has made every effort to minimize budget increases. The NRC Operating budget total increase of \$10,651 includes assumed 2% increases for all staff members, and modest increases in 6 expense categories (telecommunications, office supplies, etc.) and results in a 2.81% increase from FY26 to FY27.

Similarly, the FY26 Morses Pond Operating Budget includes modest increases in all expense categories to account for increased supply and labor costs. The total budget increase of \$5,250 results in a 2.97% increase from FY26 to FY27.

Revenue

The NRC receives filing fees for Administration of the Wetlands Protection Act and Wellesley’s local Wetlands Bylaw. The revenue received depends on both the number and type of permits submitted. The Department anticipates approximately \$15,000 in revenue for FY27.

Out of Guideline

Both the NRC Departmental and Morses Pond Operating budget request are within guideline for FY27.

*FY27 Capital Request of \$60,500 for Tree Planting and Management. This item is listed as a key action in the Unified and Climate Action Plans, and tree planting and protection will likely be a critical step in achieving the Town's greenhouse gas reduction goals.

+FY27 Capital Request of \$25,000 for Natural Landscape Development, which includes Organic Integrated Pest Management Program, Pollinator Corridor landscape improvements and Invasive Species Control in Fuller Brook Park. These action steps support one of the three critical Actions listed in the MVP Summary of Findings: Implement a Sustainable Landscape Program. These actions also protect Human and ecological health within the community.

⊗Request of \$15,000 for Park Path, Sidewalk and Parking Lot Repairs. This is used as an urgent maintenance item and is the most cost-effective method to ensure the Town's parklands are safe, stable and accessible.

°The major Capital Expenses for FY26 is a request of \$1,000,000 for Dredging of Duck and Reed Pond, which have filled overtime with sediment and organic material. The other primary request is for \$50,000 for park improvements outlined in the Active Field/Court study.



Town of Wellesley

FY2027 Budget Request

Natural Resources Commission Operating Request

Approved 11-6-2025

Department: 171

Department Head: Brandon Schmitt, Director Natural Resources

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | Variance FY26-27 | % Change FY26-27 |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Personal Services | | | | | | | |
| Director | 105,884 | 110,009 | 115,456 | 123,118 | 125,580 | 2,462 | 2.00% |
| Clerical | 47,758 | 51,124 | 53,367 | 57,689 | 59,727 | 2,038 | 3.53% |
| Other Professionals: Env. Ed, Compliance | 61,115 | 64,303 | 68,148 | 74,554 | 77,909 | 3,355 | 4.50% |
| Para-professional | 70,759 | 75,400 | 82,265 | 87,292 | 89,038 | 1,746 | 2.00% |
| Overtime | - | - | - | 300 | 300 | - | 0.00% |
| Wetlands Support | - | - | - | - | - | - | 0.00% |
| Unemployment Compensation | - | - | - | - | - | - | 0.00% |
| Subtotal, Personal Services | 285,516 | 300,836 | 319,236 | 342,953 | 352,554 | 9,601 | 2.80% |
| Expenses | 13,710 | 23,140 | 20,005 | 36,350 | 37,400 | 1,050 | 2.89% |
| Encumbrance | - | - | 81 | - | - | - | 0.00% |
| Subtotal, Expenses | 13,710 | 23,140 | 20,086 | 36,350 | 37,400 | 1,050 | 2.89% |
| TOTAL | \$ 299,226 | \$ 323,976 | \$ 339,322 | \$ 379,303 | \$ 389,954 | \$ 10,651 | 2.81% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | |
|----------------------------------|----------------|----------------|----------------|----------------|-----------------|--------------------|
| Position Titles: | | | | | | |
| Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | |
| Wetlands Administrator | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | |
| Secretary | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | |
| Education and Outreach | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | |
| Total Number of Positions | 4 | 4 | 4 | 4 | 4 | 4 benefit eligible |

Natural Resources Department FY27 Operating Budget Request

| Org | Object | Account # 01-171 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | |
| 01171100 | 511010 | Senior Administrator | \$ 105,884 | \$ 110,009 | \$ 115,456 | \$ 123,118 | \$ 125,580 | \$ 2,462 | 2.00% |
| 01171100 | 511220 | Other Professionals | 61,115 | 64,303 | 68,148 | 74,554 | 77,909 | \$ 3,355 | 4.50% |
| 01171100 | 511260 | Wetlands Administrator | 70,759 | 75,400 | 82,265 | 87,292 | 89,038 | \$ 1,746 | 2.00% |
| 01171100 | 511370 | Clerical | 47,758 | 51,124 | 53,367 | 57,689 | 59,727 | \$ 2,038 | 3.53% |
| 01171100 | 513120 | Scheduled Overtime | - | - | - | 300 | 300 | \$ - | 0.00% |
| 01171100 | 569570 | Wetlands Support | - | - | - | - | - | \$ - | 0.00% |
| 01171100 | 575120 | Unemployment Compensation | - | - | - | - | - | \$ - | 0.00% |
| | | PERSONAL SERVICES SUBTOTAL | 285,516 | 300,836 | 319,236 | 342,953 | 352,554 | \$ 9,601 | 2.80% |

| | | | | | | | | | |
|-----------------|--------|--------------------------------|-------|-------|-------|-------|-------|--------|--------|
| EXPENSES | | | | | | | | | |
| 01171200 | 517040 | Tuition Reimbursement | 55 | - | - | - | - | \$ - | 0.00% |
| 01171200 | 530900 | Other Professional Services | 856 | 7,681 | 2,370 | 8,500 | 8,750 | \$ 250 | 2.94% |
| 01171200 | 534010 | Postage, Printing | 631 | 2,018 | 2,500 | 2,250 | 2,250 | \$ - | 0.00% |
| 01171200 | 534030 | Advertising- General | 426 | 423 | 545 | 1,500 | 1,500 | \$ - | 0.00% |
| 01171200 | 534035 | Advertising- Employment | - | - | - | - | - | \$ - | 0.00% |
| 01171200 | 534050 | Telecommunications | 756 | 1,081 | 686 | 1,400 | 1,600 | \$ 200 | 14.29% |
| 01171200 | 542010 | Office Supplies | 2,258 | 2,361 | 5,225 | 3,000 | 3,200 | \$ 200 | 6.67% |
| 01171200 | 543030 | Computers Supplies | - | - | 218 | 2,000 | 2,000 | \$ - | 0.00% |
| 01171200 | 549090 | Other Food Service Supplies | - | 363 | 29 | 250 | 300 | \$ 50 | 20.00% |
| 01171200 | 552085 | <i>Fowl food</i> | - | - | 144 | 250 | 250 | \$ - | 0.00% |
| 01171200 | 555010 | <i>Bound Books</i> | - | - | 27 | - | - | \$ - | 0.00% |
| 01171200 | 557010 | Programs and Activities | 640 | 449 | 544 | 1,000 | 1,100 | \$ 100 | 10.00% |
| 01171200 | 555070 | Electronic Media | - | - | - | - | - | \$ - | 0.00% |
| 01171200 | 571010 | Travel - Mileage | 1,188 | 1,668 | 1,593 | 1,250 | 1,500 | \$ 250 | 20.00% |
| 01171200 | 571120 | Conf. Meetings-Prof Staff | 835 | 1,158 | 1,160 | 2,000 | 2,000 | \$ - | 0.00% |
| 01171200 | 571190 | Conf. Meetings-Others | - | 310 | 200 | 750 | 750 | \$ - | 0.00% |
| 01171200 | 572110 | Con. Meetings - Administrators | - | - | 220 | - | - | \$ - | 0.00% |
| 01171200 | 573020 | Dues-Professional Staff | 395 | 425 | 275 | 500 | 500 | \$ - | 0.00% |
| 01171200 | 581512 | Encroachment Markers | - | - | - | 1,000 | 1,000 | \$ - | 0.00% |

Natural Resources Department FY27 Operating Budget Request

| Org | Object | Account # 01-171 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------------------|---------------|---|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-------------------------------|
| 01171200 | 581513 | Porous Pavement Maintenance | 769 | - | - | 1,700 | 1,700 | \$ - | 0.00% |
| 01171200 | 581661 | Trails Improvements | 4,901 | 5,203 | 4,189 | 9,000 | 9,000 | \$ - | 0.00% |
| <u>HISTORICAL EXPENSES</u> | | | | | | | | | |
| 01171200 | 534040 | Printing & Mailing Expense | | | 80 | | | \$ - | 0.00% |
| 01171200 | 578015 | Late Fees/ Interest Chgs | | | | | | \$ - | 0.00% |
| | | EXPENSE SUBTOTAL | 13,710 | 23,140 | 20,005 | 36,350 | 37,400 | 1,050 | 2.89% |
| 01171200 | 570000 | Other Charges and Expenses | | | 81 | | | \$ - | 0.00% |
| | | DEPARTMENT TOTAL | \$ 299,226 | \$ 323,976 | \$ 339,322 | \$ 379,303 | \$ 389,954 | \$ 10,651 | 2.81% |

Wetlands Projected Revenue*

* Note that these revenues can only be spent on Wetland related expenses including committee training, mileage and supplies, etc.

Natural Resources Department FY27 Operating Budget Request

| | FY27 RATE REQUEST | | | | | |
|--|--|---------------------|--|-----------------------------|------------------------|---------------------------------|
| Job Title Employee Name | FY26 Rate as of 6/30/2026 | Group - Step | FY27 Starting Rate 7/1/2026 | Step Adjustment Date | Adjustment Rate | Total Budget Request |
| NRC Director Brandon Schmitt | \$ 2,358.58 | A13 | \$ 2,405.75 | N/A | N/A | 125,580 |
| Wetlands Administrator Julie Meyer | \$ 1,672.26 | A8 | \$ 1,705.71 | N/A | N/A | 89,038 |
| Secretary (Full Time) Steph Tunnera DOH 1/5/22 | \$ 1,092.00 | B3-4 | \$ 1,113.84 | 7/5/2026 B3-5 | \$ 1,144.54 | 59,727 |
| Education and Outreach Administrator Lisa Moore | \$ 1,424.50 | B6-2 | \$ 1,452.99 | 11/19/2026 B6-3 | \$ 1,492.97 | 77,909 |
| Overtime for hourly employees | \$ 300.00 | | \$ 300.00 | | | 300 |
| Total Salary | | | | | | \$ 352,554 |
| Additional Wetlands Support/Scribe | \$ 25.00 | 7 hr/wk | | N/A | N/A | - |
| Wetlands Fund Offset | - | | | N/A | N/A | |
| Total Salary | | | | | | \$ - |



Town of *Wellesley*

FY2027 Budget Request

Approved 11-6-2025

Morses Pond Operating Request

(Joint Request from NRC, Board of Public Works & Recreation Commission)

Department: 172

Department Head: Brandon Schmitt Director Natural Resources

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|------------------------------------|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-------------------------------|
| Personal service | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 0% |
| Expenses | 145,798 | 149,330 | 168,260 | 177,000 | 182,250 | \$ 5,250 | 2.97% |
| TOTAL | \$ 145,798 | \$ 149,330 | \$ 168,260 | \$ 177,000 | \$ 182,250 | \$ 5,250 | 2.97% |

Morses Pond Management FY27 Operating Budget Request

| Org | Obj | Account # 01-172 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----|-----|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|--------------------------|
|-----|-----|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|--------------------------|

PERSONAL SERVICES

| | | | | | | | | | |
|----------|--------|---------------------|------|------|------|------|--|---|-------|
| 01172100 | 511260 | Watershed Education | \$ - | \$ - | \$ - | \$ - | | - | 0.00% |
|----------|--------|---------------------|------|------|------|------|--|---|-------|

EXPENSES

| | | | | | | | | | |
|----------|--------|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------|--------------|
| 01172200 | 530750 | Project Management Services | 47,986 | 49,101 | 48,666 | 50,000 | 52,000 | 2,000 | 4.00% |
| 01172200 | 530900 | Other Professional Services | - | - | - | - | - | - | 0.00% |
| 01172200 | 588519 | Plant Harvesting | 62,607 | 68,000 | 80,277 | 87,000 | 88,250 | 1,250 | 1.44% |
| 01172200 | 588520 | Phosphorus Station | 27,956 | 24,230 | 30,858 | 31,000 | 33,000 | 2,000 | 6.45% |
| 01172200 | 588521 | Phosphorus Monitoring | 7,250 | 8,000 | 8,458 | 9,000 | 9,000 | - | 0.00% |
| | | | 145,798 | 149,330 | 168,260 | 177,000 | 182,250 | 5,250 | 2.97% |
| | | 570000 Other Charges and Expenses | | | | | | - | 0.00% |
| | | | \$ 145,798 | \$ 149,330 | \$ 168,260 | \$ 177,000 | \$ 182,250 | 5,250 | 2.97% |



Town of *Wellesley*

FY2027 Budget Request

Planning Board Operating Narrative: Mission, Services & Priorities

MISSION AND DUTIES

The Planning Board consists of five elected members and one appointed associate member. The Board guides the Town of Wellesley in preserving and enhancing Wellesley's quality of life by fostering a diverse housing stock, multi-modal transportation options, valuable natural resources, resilient infrastructure, and a thriving local economy. Particular Town land use goals are identified in the Town's Unified Plan 2018-2028. The Planning Board achieves these goals through the creation and implementation of Zoning Bylaws, policies, long-term planning, and by promoting citizen participation in the planning process.

The role of the Planning Board is to make short- and long-term decisions related to land use in the Town of Wellesley. The Planning Board seeks to realize the vision of Wellesley residents for their community through the judicious use of municipal planning and project review. At the 2025 Annual Town Meeting, the Planning Board sponsored three (3) articles, one of which was updating the Flood Plain or Watershed Protection Districts bylaw, which incorporated new FEMA floodplain maps and was amended to conform to the state's model floodplain bylaw.

The Planning Board is also involved with the review of, and issuance of permits for, many projects of all sizes throughout the Town as further discussed below.

The activities and duties of the Planning Board reflect the size and complexity of the Town of Wellesley. Wellesley is a desirable community in part because of the planning, both by private parties and the Town, that has shaped the Town. Providing for the continued use and redevelopment of this property base is essential to the Town and the quality of life for its residents. At the same time, the Town is built-out, so all new development requires further attention in shaping the bylaws and issuing permits for projects.

PLANNING DEPARTMENT

The Planning Department is overseen by and supports the Planning Board to assist in the development and maintenance of a functional and attractive residential community by implementing the Zoning Bylaws and by initiating and reviewing projects.

The Planning Department currently is budgeted and staffed by five employees: the Planning Director, the Senior Planner, one full-time Planner, one full-time Preservation Planner and a part-time Office Administrator.

The Department also serves as professional staff to the Historical Commission, Historic District Commission, Design Review Board, and the Denton Road Neighborhood Conservation District Commission. It provides supplemental assistance to the Zoning Board of Appeals as needed, particularly for Comprehensive Permits under MGL c. 40B issued by the ZBA. The Department has frequent interaction with the Building Department and the Zoning Enforcement Officer on questions about the Zoning Bylaws.

The Planning Board is also involved with the review of many projects of all sizes throughout the Town. During FY25, the Planning Department staff prepared for and attended a total of seventy-two (72) meetings of the Planning Board, Design Review Board, Historical Commission, Historic District Commission, and Denton Road Neighborhood Conservation District Commission. Additionally, staff attended sessions of Town Meeting, Special Town Meeting, meetings of the Select Board and Advisory Committee, and meetings associated with special projects, such as the Mobility Committee, and Building Working Group.

During the same period, the Planning Department staff processed eighty-four (84) new applications for the Planning Board, Design Review Board, and Historic District Commission, Denton Road Neighborhood Conservation District, and applications for sixty-four (64) properties under the Town’s Historical Preservation Demolition Review Bylaw. In addition, the Planning Board reviewed and made recommendations to the Zoning Board of Appeals for Planning Board for sixty-six (66) applications made to the Zoning Board of Appeals.

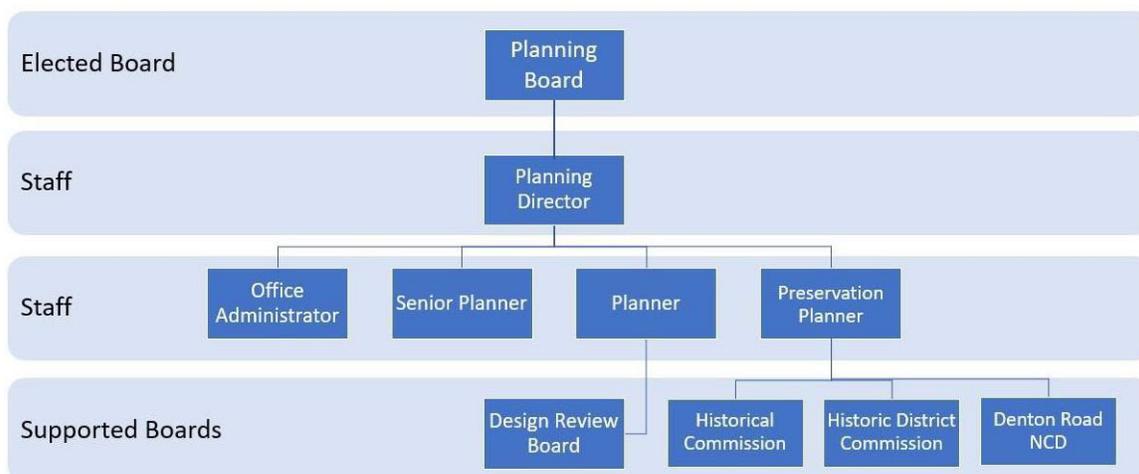


Figure 1: Structure of the Planning Department

PLANNING DIRECTOR

Reporting to the Board Chair, the Director's primary responsibility is to direct and administer the Town's planning programs and the permitting activities of the Planning Board and other supported Boards. The Director oversees the day-to-day operations of the Planning Department, directly supervises Department personnel, reviews all special permit applications presented to the Board, and prepares Town Meeting articles affecting the Zoning Bylaw.

The Director manages, directs and administers municipal land use planning, zoning, and subdivision control programs within the Town as delineated by state statute and Town Bylaws and Zoning Bylaws. The Director is instrumental in implementing the Unified Plan and the Housing Production Plan. The Director recommends, prepares, and implements policies, programs, plans, and studies needed to guide short-range and long-range planning and land use challenges and opportunities.

SENIOR PLANNER

The Senior Planner supports the Planning Director in carrying out municipal planning, zoning, and subdivision programs under the provisions of state law and Town bylaws. The Senior Planner performs a variety of complex technical and professional work in the current and long-range planning of the Town, including the development and implementation of land use policies and regulations. The Senior Planner plays a critical role in Large House Review and other permitting functions; provides staff support for the Planning Board and other serviced boards; assists the Director in staff and consultant supervision; and serves as Department Head in the Director's absence.

PLANNER & PRESERVATION PLANNER

Both the Planner & Preservation Planner perform work at both the technical and professional level in the preparation of community planning studies and reports. They make recommendations on comprehensive planning, zoning analysis, site plan review, design review, and related matters. They represent the Planning Board, the Director, and/or the Town at interdepartmental meetings, meetings of Town Boards, community groups, and regional and state agencies.

The Planner provides staff support to the Design Review Board and Planning Board and the Preservation Planner provides support to the Historic District Commission, the Historical Commission, and the Denton Road Neighborhood Conservation District Commission.

OFFICE ADMINISTRATOR

The Office Administrator has extensive knowledge of all rules and procedures of the Department and is the initial contact for almost all inquiries from residents and others to the Department and is able to respond to a majority of all inquiries. The Office Administrator also maintains Department records and has primary responsibility for all record requests. The Office Administrator interacts with all other Town staff in organizing meetings and department interaction with other Town departments. The Administrator also handles correspondence, expense tracking, and issuance of notices by the Planning Board and Department.

BUDGET OVERVIEW

The Planning Department's operating budget reflects an overall year-on-year decrease of 0.81% consisting of an 0% increase in Expenses and 0.98% decrease in Personal Services.

The decrease in Personal Services is a result of the elimination of the temporary Recording Secretary position, which had a line item of \$11,822.

| PERMANENT STAFFING (FTEs) | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|
| | <u>Actual</u> | <u>Actual</u> | <u>Budget</u> | <u>Request</u> | <u>Request</u> |
| Position Titles: | | | | | |
| Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Senior Planner | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Planner | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 |
| Secretary/Technical Assistant | <u>0.6</u> | <u>0.6</u> | <u>0.6</u> | <u>0.6</u> | <u>0.6</u> |
| Total Number of Positions | 4.6 | 4.6 | 4.6 | 4.6 | 4.6 |



Town of *Wellesley*

FY2027 Budget Request

Planning Department Operating Request

Department: 175

Department Head: Eric Arbeene, Planning Director

| DEPARTMENT | FY23 | FY24 | FY25 | FY26 | FY27 | \$ Variance | % Variance |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|----------------|
| EXPENDITURES | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Budget</u> | <u>Request</u> | <u>FY26-27</u> | <u>FY26-27</u> |
| Personal Services | | | | | | | |
| Director | \$ 106,734 | \$ 109,467 | \$ 116,891 | \$ 132,280 | \$ 134,926 | \$ 2,646 | 2.00% |
| Other Professionals | 135,102 | 201,735 | 223,956 | 239,313 | 244,297 | \$ 4,983 | 2.08% |
| Support Staff | 42,129 | 46,583 | 47,565 | 57,259 | 45,437 | \$ (11,822) | -20.65% |
| Subtotal, Personal Services | 283,965 | 357,784 | 388,411 | 428,853 | 424,660 | \$ (4,192) | -0.98% |
| Expenses | 7,624 | 24,848 | 18,355 | 85,600 | 85,600 | \$ - | 0.00% |
| Encumbrances | - | - | 168 | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 7,624 | 24,848 | 18,523 | 85,600 | 85,600 | \$ - | 0.00% |
| TOTAL TAX IMPACT | \$ 291,590 | \$ 382,632 | \$ 406,934 | \$ 514,453 | \$ 510,260 | \$ (4,192) | -0.81% |

| PERMANENT STAFFING (FTEs) | FY23 | FY24 | FY25 | FY26 | FY27 |
|----------------------------------|---------------|---------------|---------------|---------------|----------------|
| | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Budget</u> | <u>Request</u> |
| Position Titles: | | | | | |
| Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Senior Planner | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Planner | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 |
| Secretary/Technical Assistant | <u>0.6</u> | <u>0.6</u> | <u>0.6</u> | <u>0.6</u> | <u>0.6</u> |
| Total Number of Positions | 4.6 | 4.6 | 4.6 | 4.6 | 4.6 |

Planning Department FY27 Operating Budget Request

| Org | Object | Account # 01-175 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--|--------|--|--|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01175100 | 511010 | Senior Administrator | Planning Director | \$ 106,734 | \$ 109,467 | \$ 116,891 | \$ 132,280 | 134,926 | \$ 2,646 | 2.00% |
| 01175100 | 511220 | Other Professionals | Other Professionals | 135,102 | 201,735 | 223,956 | 239,313 | 244,297 | \$ 4,983 | 2.08% |
| 01175100 | 511370 | Support Staff | Support Staff | 32,154 | 36,444 | 40,153 | 44,194 | 45,437 | \$ 1,243 | 2.81% |
| 01175100 | 512290 | Other Support Staff | Other Support Staff | 9,975 | 10,139 | 7,412 | 13,065 | - | \$ (13,065) | -100.00% |
| PERSONAL SERVICES SUBTOTAL | | | | 283,965 | 357,784 | 388,411 | 428,853 | 424,660 | \$ (4,192) | -0.98% |
| | | | | Benefits | | | | | | |
| PERSONAL SERVICES SUBTOTAL + BENEFITS | | | | 283,965 | 357,784 | 388,411 | 428,853 | 424,660 | \$ (4,192) | -0.98% |
| EXPENSES | | | | | | | | | | |
| 01175200 | 517010 | Medical Expenses | | - | - | - | - | | \$ - | 0.00% |
| 01175200 | 517040 | Tuition Reimbursement | For job related academic courses. | - | - | - | - | | \$ - | 0.00% |
| 01175200 | 530900 | Other Professional Services ¹ | For retaining professional and consultant services | - | 10,000 | - | 50,000 | 50,000 | \$ - | 0.00% |
| 01175200 | 534010 | Postage | For all mailing. | 923 | 3,000 | 4,000 | 9,000 | 9,000 | \$ - | 0.00% |
| 01175200 | 534030 | Advertising - General | For all newspaper public notice of meetings and public hearings. | 1,377 | 2,665 | 4,412 | 9,000 | 9,000 | \$ - | 0.00% |
| 01175200 | 542010 | General Office Supplies + Furniture | For all other office supplies needed by the Planning Department. | 3,415 | 2,493 | 1,676 | 7,100 | 7,100 | \$ - | 0.00% |
| 01175200 | 571010 | Travel - Mileage | For mileage reimbursement for use of private vehicles by Planning Department staff for subdivision, site inspections, regional meetings. | - | 175 | - | 500 | 500 | \$ - | 0.00% |
| 01175200 | 571110 | Prof. Development | For attendance at conferences and seminars. | 753 | 718 | 2,596 | 3,000 | 3,000 | \$ - | 0.00% |
| 01175200 | 573010 | Dues and Publications | For professional assoc. membership and Town's dues to MetroWest Regional Collaborative. | 1,157 | 5,797 | 5,670 | 7,000 | 7,000 | \$ - | 0.00% |
| 01175200 | 578090 | Unclassified Expenses | | | | | | | \$ - | 0.00% |
| 01175200 | 583120 | Office Machines Replacement | | - | | | | | \$ - | 0.00% |
| EXPENSE SUBTOTAL | | | | 7,624 | 24,848 | 18,355 | 85,600 | 85,600 | \$ - | 0.00% |
| Other Charges & Expenses | | | Encumbered expenses from prior fiscal year | | | 168 | | | \$ - | 0.00% |
| DEPARTMENT TOTAL | | | | \$ 291,590 | \$ 382,632 | \$ 406,934 | \$ 514,453 | \$ 510,260 | \$ (4,192) | -0.81% |

¹ This account is used for consultant services associated with special projects/studies, and to respond to needs beyond the expertise or time available of Staff.

Planning Department FY27 Operating Budget Request

| Job Title Employee Name | FY26 Rate as of 6/30/2026 | Group - Step | FY27 RATE REQUEST | | | |
|--|---------------------------------|--------------|--------------------------------|-------------------------|------------------------|-------------------------|
| | | | FY27 Starting Rate 7/1/2026 | Step Adjustment Date | Adjusted Rate | Total Budget Request |
| Planning Director E Arbeene | \$ 2,534.11 | A14 | \$ 2,584.79 | N/A | N/A | 134,926 |
| Senior Planner B Downey | \$ 1,697.60 | A9 | \$ 1,731.55 | N/A | N/A | 90,387 |
| Planner A Rivera | \$ 1,386.70 | A6 | \$ 1,414.43 | N/A | N/A | 73,833 |
| Planner M Vlass | \$ 1,503.95 | A6 | \$ 1,534.03 | N/A | N/A | 80,076 |
| Sec/Tech Assistant (PT) Lynda Schelling | \$ 853.38 | B5-5 | \$ 870.45 | | | 45,437 |
| Minutes - 9.0 hrs/wk * \$27/hr (D Takacs) | \$ 250.29 | | \$ - | N/A | N/A | - |
| | | | | | Total Salary \$ | 424,660 |

Note: FY27 Salary is based on a 52.2 week year.

Board of Health



Mission Statement

To assess and address the health needs of the Wellesley community, in order to protect and improve the health and quality of life of its residents and workforce.

Contact:

Marcia Testa Simonson, MPH, PhD, Chair, Wellesley Board of Health
Email: mtesta@wellesleyma.gov

Leonard Izzo, MS, RS, CHO
Director, Community and Public Health
Wellesley Health Department
90 Washington Street
2nd Floor
Wellesley Hill, MA 02481
Phone: 781-235-0135
Email: lizzo@wellesleyma.gov
Website: <https://www.wellesleyma.gov/193/Health>

Version: - 12/6/2025

Contents

| | |
|---|-----------|
| EXECUTIVE SUMMARY | 4 |
| Public Health Needs and Community Indicators..... | 4 |
| Accomplishments and Core Services..... | 4 |
| Workforce and Regulatory Pressures..... | 5 |
| Budget Overview..... | 5 |
| MISSION STATEMENT..... | 6 |
| Jurisdictional Responsibilities and Authority..... | 6 |
| ORGANIZATIONAL STRUCTURE..... | 7 |
| Wellesley Health Department (WHD) Organizational Chart and Staffing | 8 |
| WELLESLEY PUBLIC HEALTH INDICATORS..... | 11 |
| Wellesley Demographic Community Profile..... | 11 |
| Wellesley Healthcare Access Profile..... | 12 |
| Wellesley Alcohol & Substance Use Profile..... | 14 |
| Wellesley Chronic Disease Prevalence..... | 15 |
| Wellesley Mental and Emotional Health Profile..... | 15 |
| ACCOMPLISHMENTS | 17 |
| Public Health Nursing Unit | 17 |
| Infectious Disease Surveillance..... | 17 |
| Clinics, Vaccinations and Communicable Disease Surveillance..... | 17 |
| Employee Health/Wellness..... | 17 |
| Healthy Wellesley..... | 17 |
| Nursing Visits (FY2021–FY2025)..... | 18 |
| Disease Surveillance (FY2021–FY2025) | 18 |
| Mental Health Unit..... | 19 |
| Social Services Unit..... | 20 |
| Environmental Health Unit..... | 20 |
| ANIMALS | 21 |
| FARMERS MARKET | 21 |
| FOOD (Permits, Inspections, Complaints, Plan Review, COVID-Related Activities) ... | 21 |
| HOUSING | 21 |
| INSPECTIONAL SERVICES / GENERAL SANITATION..... | 21 |
| POOL | 22 |
| RECREATIONAL (Camps & Bathing Beaches) | 22 |
| SEPTIC / WASTEWATER | 22 |

| | |
|---|-----------|
| TOBACCO | 22 |
| WELL / WATER | 22 |
| Summary | 23 |
| DEPARTMENT GOALS | 23 |
| Tobacco and Vaping Laws and Increased Regulatory Responsibilities for BOHs | 23 |
| Public Health Nursing | 24 |
| Social Work Services | 24 |
| Mental Health Services | 24 |
| Public Health Administration and Central Operations Unit | 25 |
| Emergency Preparedness and Response Planning | 25 |
| OPERATING BUDGET SUMMARY | 29 |
| REVENUE EXPLANATION | 31 |
| Contractual | 31 |
| APPENDIX | 31 |
| BOARD OF HEALTH Fiscal Year 2025 Annual Report | 31 |
| Community Health | 31 |
| Emergency Preparedness and Response Planning | 35 |
| Environmental Health | 35 |
| REFERENCES | 37 |

Board of Health

EXECUTIVE SUMMARY

The Wellesley Board of Health (BOH) submits its FY27 Budget Proposal to support the Town's essential public health infrastructure, workforce, and community-facing services. The BOH's mission is to protect and improve the health and quality of life of all residents and the local workforce. Under Massachusetts General Law, the BOH is responsible for an extensive portfolio of mandated services—environmental health regulation, communicable disease control, chronic disease prevention, public health nursing, mental and behavioral health services, social services, emergency preparedness, and community health promotion. These responsibilities have grown significantly as both federal and state governments expand regulatory oversight, including SAPHE 2.0 standards and strengthened tobacco/vaping laws.

Public Health Needs and Community Indicators

Wellesley's demographic profile reflects a highly diverse and densely populated community with distinct health needs across the lifespan, particularly among youth, older adults, multilingual households, and medically vulnerable residents. Healthcare access is strong, but increasing chronic disease, persistent behavioral health needs, opioid-related harms, and rising mental health burdens place new demands on local services. The BOH continues to address gaps in addiction treatment capacity, behavioral health access, and emergency preparedness for residents dependent on electricity-based medical equipment.

Accomplishments and Core Services

Across FY20–FY25, BOH units delivered a comprehensive suite of mandated and elective services:

- **Public Health Nursing:** Thousands of communicable disease follow-ups, immunizations, home visits, clinics, and case investigations.
- **Disease Surveillance:** Intensive COVID-19 tracking plus management of enteric illnesses, vector-borne diseases, tuberculosis, and other reportable conditions.
- **Social Services:** Expanded case management, housing and financial assistance, mental health referrals, senior support, and community outreach.
- **Mental Health Services:** Contracted counseling, crisis intervention, and school outreach via Human Relations Service (HRS).
- **Environmental Health:** Over 6,000 inspections and regulatory actions spanning food protection, housing, septic systems, wastewater, wells, tobacco enforcement, camps, pools, nuisance complaints, and environmental hazards.
- **Emergency Preparedness:** Active participation in state coalitions, Medical Reserve Corps training, hazard mitigation planning, and all-hazards response capacity.

These accomplishments demonstrate the BOH's central role in maintaining safe housing, healthy environments, strong infectious disease control, and community well-being.

Workforce and Regulatory Pressures

The BOH faces unprecedented workforce challenges. Recruitment and retention are hindered by disparities in pay and classification relative to state and regional standards—particularly in social work, environmental health, and administrative operations. New state mandates under SAPHE 2.0, expanded tobacco/vaping enforcement, communicable disease requirements, and rising social-behavioral health caseloads intensify staffing needs. The department continues to rely on per-diem nurses, contracted mental health providers, and regional shared-service personnel to maintain essential functions.

Budget Overview

The **FY27 budget request of \$1,639,789** reflects:

- **Personal Services: \$1,138,700** — a 2.6% increase aligned with Town guidelines.
- **Expenses: \$191,500** — a 3.5% increase, mainly due to rising contractual costs for medical waste disposal, mosquito control, and water quality testing.

These increases remain modest relative to expanding regulatory mandates and service demands. Revenues from permits and licenses totaled **\$101,165 in FY25**, demonstrating strong operational productivity and compliance oversight.

Strategic Priorities for FY27

- Strengthening workforce capacity in social work, environmental health, and administration.
- Meeting new SAPHE 2.0 and Public Health Excellence (PHE) standards through regional and local initiatives.
- Enhancing tobacco and vaping enforcement, chronic disease prevention, and behavioral health support.
- Expanding emergency preparedness capabilities in coordination with regional partners.
- Utilizing opioid settlement funds to support harm reduction, treatment, and recovery coaching for affected residents.

MISSION STATEMENT

The Board of Health (BOH) provides leadership and services in public health. The stated mission of the BOH is to protect and improve the health and quality of life of the town's residents and workforce. Under the supervision and guidance of the elected three-member BOH¹, the Health Department's staff evaluates the public health needs of the community and addresses those needs by providing environmental and community health services, infectious disease prevention and surveillance, public health nursing services, and health promotion and education programs.

Jurisdictional Responsibilities and Authority

“Every day about 200 lives begin in Massachusetts. Another 150 end. Between those two bookmarks, no other entity is more important to ensuring the health and wellbeing of residents than their local health department.”²

Massachusetts Boards of Health are responsible under general laws, state and local regulations, for disease prevention and control, health and environmental protection, and promoting a healthy community.³ Under Massachusetts General Laws (M.G.L.), state and local regulations, the Wellesley BOH and Health Department staff perform critical duties and essential services to preserve and safeguard the health of its residents. M.G.L.s, Part 1, Administration of the Government, Title XVI, Public Health Chapters 111 – 114 contain over 1,400 Sections describing these essential services and responsibilities. These duties involve controlling diseases, promoting sanitary living conditions by monitoring the safety of food, housing, and water, and protecting the environment from toxic chemicals and pollutants. The jurisdictional authority granted to Boards of Health at the local level reflects both federal and state legislature's understanding that the involvement of local community officials familiar with local conditions best manages many population health problems.

BOH functions cut across several departments at the state level, including the Massachusetts Departments of Public Health, Environmental Protection, Social Services, and Mental Health. The specific language of the Wellesley BOH regulations (General Provisions and Chapters I through Chapter XIX) can be found at <http://wellesleyma.gov/210/Regulations>. As agents of the members of the BOH, health department staff assume operational responsibility for enforcing local and state regulations on matters such as sanitation, infectious disease surveillance and control, social, mental, and behavioral health, food safety, emergency and disaster preparedness, tobacco and vaping control, addiction, and environmental hazards. They also participate in federal and state-sponsored regional emergency preparedness planning and response activities. Staff also lead and coordinate educational programs integral to preventing disease and disability. These programs include healthy aging, personal emergency preparedness, reducing the risk of falls, hearing loss, vision, prevention of infectious, chronic diseases and becoming familiar with local resources for social, behavioral, and mental health services. In the July 2019 report entitled “Blueprint for Public Health Excellence: Recommendations for Improved Effectiveness and Efficiency of Local Public Health Protections,” the Commonwealth of Massachusetts’ Special Commission on Local and Regional Public Health succinctly summed up the responsibilities of local Boards of Health with their opening sentence, stating:

“No other government agencies are as far-reaching—and invisible—as local public health departments. No matter where you are—at home, at work, at school, or at play, local public health departments are responsible for ensuring your safety and wellbeing.”⁴

Over the years since the Blueprint report was published, the Wellesley Health Department has continued to strive to strengthen and build its infrastructure and staff, emphasizing securing a strong departmental workforce as described below.

ORGANIZATIONAL STRUCTURE

In Wellesley, the Director of Community and Public Health serves as the senior operations officer for the Health Department. The Director is endowed with the jurisdictional authority of the Board of Health (per M.G.L.) by the consent of the majority of the Board of Health, thereby serving as the Board’s **legal agent**. Without this delegation of authority by the BOH, the Health Department could not legally enforce the public health laws as required by the State and Federal governments. Upon the Director’s recommendation and with the Board’s approval, other staff members are also made agents within their specific area of practice.

The Director oversees and manages five core public health service units that form the basis for the organization structure, namely:

- Public health nursing
- Community social work
- Mental and behavioral health
- Environmental health and inspection
- Public health administration and operations

The public health administration and operations unit includes several cross-cutting areas including finance, grants and contracts, educational programs, communications and messaging, public health emergency preparedness and response (PHEPR), legal and regulatory, enforcement and permitting. It also includes Massachusetts Department of Public Health federally sponsored programs such as the Center for Disease Control and Prevention (CDC) and the Administration Strategic Preparedness and Response (ASPR) PHEPR. In addition to these federal programs, it also includes State funded programs and grants, such as the Opioid Recovery and Remediation Fund⁵, Public Health Excellence Shared Services Grants⁶, and SAPHE-related legislation⁷.

The five WHD units function collectively to carry out the nationally accepted Foundational Public Health Services (FPHS)⁸, a set of seven cross-cutting capabilities and five program areas, the Office of Local and Regional Health, Massachusetts Department of Public Health (<https://www.mass.gov/orgs/office-of-local-and-regional-health>) recommends that all health departments should have.

As shown in the FY 26 organizational chart depicted below, four departmental unit supervisors and one outsourced contracted supervisor report to the Health Department Director. Unit supervisors are responsible for ensuring their functions are conducted according to federal,

state, and town laws and regulations. Currently, the Unit Supervisor for the Administration and Operations position is headed by a position graded by Human Resources far below generally accepted health workforce federal and local standards. This position is typically classed at least as a job Class 57. The WHD is working with Human Resources to create the appropriate classification for this position. As of November 21, 2025, there was one vacant position in the WHD in the Social Work unit.

All units are guided by State laws, regulations, and policies, such as the previously referenced Local and Regional Public Health Blueprint, local planning documents such as the Wellesley Unified Plan (including both the main report and appended Health Element report), as well as the needs of other town departments. All units, except for Mental Health, are fully staffed in-house. Currently, all clinical mental health services are provided through a contract with Human Relations Services. While other outsourcing for social and behavioral health services occurred in the past, over the past six years, corresponding with the 2019 Wellesley Town Report of the Social Services and Mental Health Committee recommendations, the Health Department has been transitioning to full-time, in-house social and behavioral health service workers.

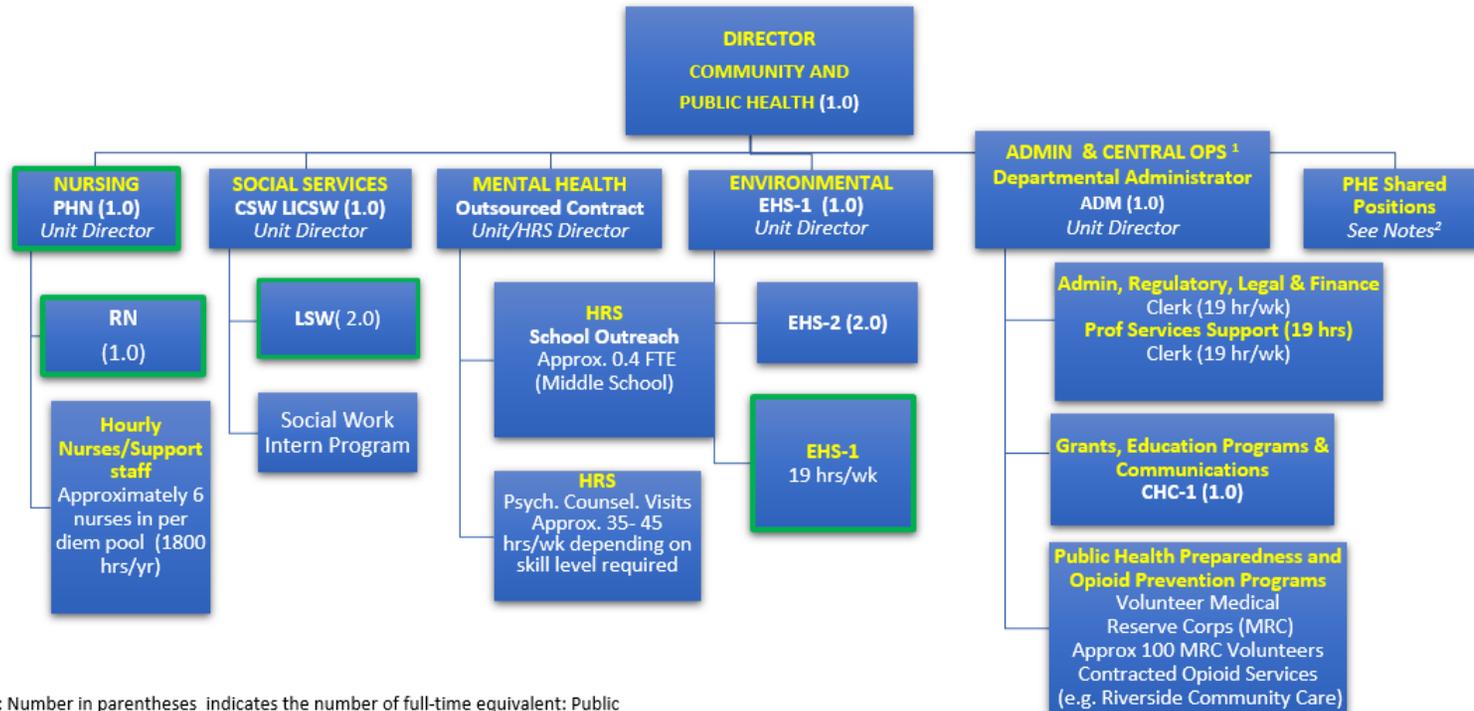
Social workers have also been hired by other Town Departments. A law enforcement social worker, originally part of the WHD budget, was moved under the Wellesley Police Department. The Council on Aging and the School Department also include licensed social workers. While the Schools did not previously have licensed clinical social workers, using ARPA funds¹ the School Committee added approximately one dozen licensed social workers. These social workers serve only students in the local public schools and only during the 180 days schools are in session. Several of these ARPA-era social workers subsequently transitioned into permanent School Committee-funded positions. There is a critical need for certified social workers in public health due to an increasing population of individual with mental, emotional, and behavioral disorders.

[Wellesley Health Department \(WHD\) Organizational Chart and Staffing](#)

As shown in the Organizational Chart depicted below, the WHD consists of five functional units: Nursing, Social Services, Mental Health, Environmental Health, and Admin & Central Operations. The Admin & Central Operations Unit is multifunctional including departmental administration (finance, contracts, legal and governance compliance, office support), public health preparedness and response, public health excellence (PHE shared services), opioid settlement contracts and services, communications and community health education, and medical reserve corps (MRC) volunteers.

¹ The American Rescue Plan, signed into law on March 2021, provides \$350 billion in funding for state and local governments to build an equitable economic recovery from the devastating economic effects caused by the COVID-19 pandemic.

Wellesley Health Department FY26 Organizational Chart



Abbreviations: Number in parentheses indicates the number of full-time equivalent: Public Health Nurse (PHN), Community Social Worker (CSW), Licensed Independent Clinical Social Worker (LICSW), Licensed Social Worker, LSW Human Relations Service (HRS), Registered Nurse (RN), Environmental Health Specialist (EHS) – Levels 1 and 2, Senior Administrator (ADM), Community Health Coordinator (CHC).

Notes 2. Admin Programs include Departmental Administration, Regulatory, Legal, Finance, PHE Shared Services, Community Education, Public Health Preparedness, Opioid Prevention

PHE Shared Positions: Wellesley is as part of the Norfolk County-8 Local Public Health Coalition. As part of the PHE grant administered through Norwood, this Coalition includes the seven towns of Canton, Dedham, Milton, Norwood, Walpole, Wellesley, Westwood. The FY-26 shared positions include a Shared Services Coordinator, Regional Staff Coordinator, Food Protection Inspectional Support Contractor, Title 5 Inspectional Support Contractor, Regional Epidemiologist (open position), and Regional Public Health Nurse (open position).

4

These services are delivered using several funding mechanisms, including: full and part-time employees; as needed per diem public health nurses; a fixed fee contract through the non-profit Wellesley company, Human Relations Services; unfunded volunteer and externally funded entities, such as the Wellesley Medical Reserve Corp and the shared state-funded Public Health Excellence (PHE) Norfolk County-8 Local Public Health Coalition. The table below shows the current staffing by service area and unit.

| Salaried Staff | Title | Unit |
|--|---|---------------------|
| Izzo, MS, RS, CHO, Leonard | Director, Community and Public Health | Department |
| Doku-Gardner, Deadra, MS | Department Administrator and Admin & Ops Supervisor | Admin & Central Ops |
| Wallace, Jhana, MPH | Community Health Coordinator | Admin & Central Ops |
| McCauley, Ann Marie, R.N. | Public Health Nurse Supervisor | Nursing |
| Denton, Ashley, R.N. | Public Health Nurse | Nursing |
| DiPersio, Adam, RS/REHS | Senior Environmental Health Specialist | Environmental |
| Calichman, Steve, RS, CHO | Environmental Health Specialist | Environmental |
| Graham, MPH, Molly | Environmental Health Specialist | Environmental |
| Faulkner, Nora, MPH | Environmental Health Specialist | Environmental |
| Saret, Joyce, MSW, LICSW | Senior Community Social Worker | Social Services |
| Alvarez, Wanda, LSW | Community Social Worker | Social Services |
| Vacant | Community Social Worker | Social Services |
| Temp/Hourly/Contract Services | Title/Area | Unit |
| Assistant (19 hours/wk) | Clerical, Regulatory, Legal, Finance | Admin & Central Ops |
| Assistant (19 hours/wk) | Clerical and Professional Assistant Social Services | Admin & Central Ops |
| Per Diem Nurses and Assistant – approx. 1800 hours (as needed) | Public Health Nurses | Nursing |

| | | |
|---|--|---------------------|
| Human Relations Service (HRS) | Clinical Psychologic and Psychiatric Services and Referrals to Wellesley Residents (35 -45 hours per week depending on professional service level) | Mental Health |
| Human Relations Service (HRS) | Mental and Social Services expert consulting to Wellesley HD/BOH (included in hours cited above) | Mental Health |
| Human Relations Service (HRS) | Middle School Outreach Worker (0.4 FTE) | Mental Health |
| State Sponsored and Volunteer Services | Title/Area | Unit |
| Medical Reserve Corp | Emergency Preparedness (approx.. 100 volunteers) | Admin & Central Ops |
| Norfolk County-8 Local Public Health Coalition Shared among the 7 towns of Canton, Dedham, Milton, Norwood, Walpole, Wellesley, Westwood | Public Health Excellence Grant Program Opioid Settlement Funds | Admin & Central Ops |

WELLESLEY PUBLIC HEALTH INDICATORS

Wellesley Demographic Community Profile

Public health services are largely driven by community characteristics. The following sections will shed light on Wellesley’s public health needs. Wellesley has 29,906 residents across 10 square miles, yielding a population density of 2,984 persons per square mile, significantly higher than state and national averages. The population is 56% female and 44% male. Age distribution shows notable concentrations in ages 5–17 (18.6%), 18–24 (19.8%), and 65+ (16.0%), all relevant for planning age-specific health and service needs.

Race and ethnicity composition indicates:

- White (non-Hispanic): 71.7% of the total population.
- Asian (non-Hispanic): 13.9%.
- Black or African American (non-Hispanic): 1.8%.
- Hispanic/Latino (any race): 6.0%.
- Multiracial (non-Hispanic): 6.1%.

Overall, 28.3% of residents are non-Hispanic people of color. Among children and young adults, racial and ethnic diversity is higher: 33–43% of individuals under age 24 are non-Hispanic non-White, and 18–38% of Hispanic residents fall within school-aged or college-aged groups.

Language indicators show that 20.4% of residents age 5+ speak a language other than English at home, and 5.48% have limited English proficiency (LEP). LEP is concentrated among:

- Asian language speakers (61%),
- Other Indo-European languages (27%),
- Spanish speakers (12%).

Chinese is the largest single LEP language group (3.08% of all residents age 5+).

By ethnicity, 10.2% of Hispanic residents have LEP, compared with 5.2% of non-Hispanic residents. By race, LEP prevalence is highest among Asian residents (24.9%) and individuals classified as Some Other Race (8.9%).

Foreign-born residents originate primarily from China, India, Korea, Canada, and the United Kingdom, among other countries, indicating a multilingual and internationally diverse population.

Taken together, Wellesley's population structure—high density, large youth and older-adult groups, sizable international and multilingual segments, and measurable LEP clusters—defines specific operational considerations for public health messaging, clinical access, emergency preparedness, and community service delivery. There are many aspects that determine public health needs in Wellesley. Below we review just a few of these, including healthcare access, alcohol & substance use, chronic and infectious disease.

Wellesley Healthcare Access Profile

Wellesley demonstrates strong overall access to health insurance and health care services. Only 1.70% of residents lack health insurance, a rate lower than both the Massachusetts average (2.65%) and the U.S. (8.55%). Uninsurance is modestly higher among males (1.80%) than females (1.63%). By age group, 2.72% of children under 18 are uninsured, 1.62% of adults 18–64, and 0.17% of adults 65+, reflecting almost universal coverage among older adults.

By ethnicity, 2.17% of Hispanic residents and 1.67% of non-Hispanic residents are uninsured. By race, uninsured counts in Wellesley are highest among non-Hispanic White residents (382), followed by Asian residents (39), individuals of multiple races (32), American Indian/Alaska Native (14), Some Other Race (13), and Black/African American residents (5).

Among insured residents (29,169 total), coverage sources include:

- Private insurance: 92.02%
- Public insurance: 18.48%

These percentages exceed 100% because some residents hold more than one type of coverage. Private insurance is overwhelmingly employer-based (72.79%), with 23.81% purchasing coverage directly. Public programs include Medicare (15.03%), Medicaid (5.49%), and VA Health Care (0.36%).

Wellesley has no Federally Qualified Health Centers, compared with a state rate of 2.03 per 100,000 population. The town does have three Medicare/Medicaid institutional providers, including one nursing facility.

Access to primary and mental health care is strong relative to state and national benchmarks. Wellesley has 35 primary care physicians, or 119.67 per 100,000 population, exceeding both Massachusetts (100.98) and the U.S. (74.94). Mental health provider availability is also high, with 212 providers, representing 716.3 per 100,000—more than double the national rate.

Among Medicare beneficiaries, 1.53% (75 individuals) are electricity-dependent due to medical equipment or essential services, a consideration for emergency planning. Additional counts of at-risk beneficiaries include 11 receiving in-facility dialysis with durable medical equipment (DME), 22 using oxygen services with DME, 22 using home health services with DME, and 11 receiving at-home hospice care with DME. Hospitalization data show 501 Medicare beneficiaries had an inpatient stay, with a rate of 270.7 stays per 1,000 beneficiaries, slightly above the state rate (259.0).

Overall, Wellesley exhibits high insurance coverage, strong provider availability, and specific subgroups of medically vulnerable Medicare beneficiaries who may require focused emergency preparedness support. Wellesley demonstrates strong overall access to health insurance and health care services. Only 1.70% of residents lack health insurance, a rate lower than both the Massachusetts average (2.65%) and the U.S. (8.55%). Uninsurance is modestly higher among males (1.80%) than females (1.63%). By age group, 2.72% of children under 18 are uninsured, 1.62% of adults 18–64, and 0.17% of adults 65+, reflecting almost universal coverage among older adults.

Access to primary and mental health care is strong relative to state and national benchmarks. Wellesley has 35 primary care physicians, or 119.67 per 100,000 population, exceeding both Massachusetts (100.98) and the U.S. (74.94). Mental health provider availability is also high, with 212 providers, representing 716.3 per 100,000—more than double the national rate.

Among Medicare beneficiaries, 1.53% (75 individuals) are electricity-dependent due to medical equipment or essential services, a consideration for emergency planning. Additional counts of at-risk beneficiaries include 11 receiving in-facility dialysis with DME, 22 using oxygen services with DME, 22 using home health services with DME, and 11 receiving at-home hospice care with DME.

Hospitalization data show 501 Medicare beneficiaries had an inpatient stay, with a rate of 270.7 stays per 1,000 beneficiaries, slightly above the state rate (259.0).

Overall, Wellesley exhibits high insurance coverage, strong provider availability, and specific subgroups of medically vulnerable Medicare beneficiaries who may require focused emergency preparedness support.

Wellesley Alcohol & Substance Use Profile

Statistics for alcohol and substance use for Wellesley are reported below.

Binge drinking: In Wellesley, 19.2% of adults age 18+ reported binge drinking in the past 30 days, similar to Norfolk County (19.1%) and slightly above the Massachusetts average (18.5%) and the U.S. (16.6%). Age-adjusted data for Wellesley is not available. Trend data from 2018–2022 show annual rates fluctuating from 16.0% to 21.7%, ending at 19.2% in 2022, with patterns generally mirroring those of the county and state.

Disparity distribution (county and state): Median census-tract binge drinking levels in Norfolk County (19.5%) and Massachusetts (18.2%) align with Wellesley’s observed rate. Interquartile ranges show most communities cluster between 17–20% statewide and 18.4–20.4% in Norfolk County.

Drug Overdose Mortality: For the 2019–2023 period, Wellesley recorded 36 overdose deaths, corresponding to a crude mortality rate of 24.5 deaths per 100,000 residents, identical to the Norfolk County rate (24.5) and below the Massachusetts rate (34.9), but slightly below the U.S. rate (29.1). This suggests Wellesley’s overdose mortality level aligns more closely with county patterns than with the higher statewide burden. Gender-specific overdose rates are provided only at county, state, and national levels, with males consistently experiencing higher crude mortality rates than females (e.g., Massachusetts: 51.4 vs. 19.1 per 100,000). Overdose mortality by race/ethnicity is not available for Wellesley but shows wide variation at county, state, and national levels, with higher rates observed among Black/African American, Hispanic/Latino, and American Indian/Alaska Native populations in Massachusetts and the U.S.

Addiction and Substance Use Disorder Providers: Wellesley has 1 addiction/SUD treatment provider, representing 3.38 providers per 100,000 population, substantially lower than Norfolk County (19.15), Massachusetts (37.03), and the U.S. (29.84). One facility is listed as specializing in addiction-related services. The limited provider availability indicates substantially lower local treatment capacity relative to regional and national benchmarks.

Alcohol Retailers: Wellesley reports 0 liquor stores (beer, wine, liquor retail establishments), yielding 0 per 100,000 population. This is significantly lower than Norfolk County (18.32), Massachusetts (21.35), and the U.S. (10.99). The absence of retail alcohol outlets pertains only to packaged alcohol retailers and does not include restaurants, bars, or stores where alcohol is a secondary product. Time-trend data (county and state) show stable alcohol retailer availability elsewhere in Massachusetts, but Wellesley consistently remains at zero for this indicator.

Overall, Wellesley shows binge drinking rates similar to state and county levels, drug overdose mortality matching the county average, very limited addiction treatment provider availability, and no retail alcohol stores. These indicators collectively highlight a community with moderate alcohol-use prevalence, aligned county-level overdose risk, but markedly constrained treatment capacity and minimal alcohol retail presence.

Wellesley Chronic Disease Prevalence

Chronic disease indicators in Wellesley generally show **lower prevalence** than state averages across asthma, diabetes, coronary heart disease, hypertension, and obesity, though patterns vary by age, sex, and race/ethnicity.

Asthma: Electronic health record estimates show adult asthma prevalence at 7.63%, below Massachusetts (8.36%). Survey-based estimates show 10.5% of adults report current asthma, also lower than the state (11.6%). Asthma prevalence is consistently higher among women than men and rises with age, peaking in older groups. White non-Hispanic residents show the highest asthma burden relative to other groups.

Cancer: Wellesley's overall age-adjusted cancer incidence rate is 454.6 per 100,000, similar to Norfolk County and slightly higher than the state (437.2). Lung cancer incidence (56.3 per 100,000) aligns with Massachusetts (56.6). Prostate cancer incidence in Wellesley men (118 per 100,000) is modestly above the state (113.3). Race/ethnicity patterns mirror statewide trends, with higher incidence typically among White populations.

Diabetes: EHR-based diabetes prevalence in Wellesley is 5.82%, roughly half the statewide level (11.4%). Survey-based prevalence of adults ever diagnosed with diabetes is 7.4%, below Massachusetts (9.7%) and the U.S. (12.0%). Prevalence increases sharply with age, with the highest rates in adults 65+. Men show higher diabetes prevalence than women.

Heart Disease: Coronary heart disease affects 5.2% of Wellesley adults, lower than the state (6.6%). Trends from 2018–2022 show slight increases locally but remaining below statewide and national estimates.

Hypertension: Survey-based hypertension prevalence is 24.2%, lower than Massachusetts (29.0%) and the U.S. (32.7%). EHR-estimated hypertension prevalence is higher (28.77%) but still below the state (36.91%). Hypertension rises steeply with age and is consistently more common in men. Race/ethnicity differences follow statewide patterns, with White and Black residents showing higher prevalence than other groups.

Obesity: Adult obesity prevalence is 23.1%, considerably below Massachusetts (28.2%) and national averages (33.3%). Obesity rates increase with age and reflect similar demographic gradients observed nationwide.

Wellesley Mental and Emotional Health Profile

Deaths of Despair (Suicide, Alcohol-Related Disease, Drug Overdose): Wellesley experienced 62 deaths of despair during 2019–2023, yielding a crude mortality rate of 42.4 deaths per 100,000, identical to Norfolk County and below Massachusetts (56.1) and the national rate (58.5).

Gender-specific data at the county level show substantially higher mortality among men (61.5 per 100,000) than women (24.4) in Norfolk County, reflecting similar state and national patterns. Race/ethnicity data at the county and state level indicate the highest mortality rates among White and Black residents, with lower rates among Asian residents.

Depression Prevalence: Survey-based estimates show 20.1% of Wellesley adults have been diagnosed with a depressive disorder, lower than Massachusetts (23.4%) and close to the U.S. (20.7%). Annual trends from 2019–2022 show an increase in Wellesley from 18.1% to 20.1%, paralleling statewide growth in depression prevalence.

Fair or Poor General Health: Self-rated general health shows 9.1% of adults reporting fair or poor health, well below Norfolk County (12.9%), Massachusetts (14.8%), and the national figure (17.9%). Trends from 2019–2022 show stable levels in Wellesley, ranging from 6.8% to 9.1%.

Frequent Mental Distress (≥14 Days of Poor Mental Health in Past Month): Wellesley reports 13.4% of adults experiencing frequent mental distress, below Massachusetts (16.2%) and the United States (15.8%). Trends from 2018–2022 show a rise from 10.3% to 13.4%, consistent with increases regionally and nationally.

Mental Health Provider Availability: Wellesley has 212 mental health providers, equating to 716.3 providers per 100,000 population—nearly identical to Norfolk County (715) and lower than the state (769) but more than double the national supply (332.6). The ratio corresponds to one provider per 140 residents, indicating strong local clinical capacity.

Suicide Mortality: Wellesley recorded 12 suicide deaths from 2019–2023, corresponding to a crude mortality rate of 8.1 per 100,000, the same as Norfolk County and slightly below Massachusetts (9.1) and well below the U.S. (14.5).

County, state, and national data show substantially higher rates among men (e.g., U.S.: 23.3 men, 6.0 women per 100,000). Race/ethnicity mortality in Norfolk County shows the highest suicide rate among White residents (9.6 per 100,000) and lower rates for Asian residents (4.4).

Wellesley's mental and emotional health profile shows lower-than-state and national rates of depression, frequent mental distress, suicide, and deaths of despair. The town benefits from high mental health provider availability, and overall indicators reflect comparatively strong community mental health status with rising but still moderate levels of reported psychological distress.

ACCOMPLISHMENTS

The following services have been provided by the Wellesley Health Department during FY 25. Summary statistics for the past 5 – 6 years are reported. Statistics on the number of services provided during FY 25 can be found in the Town of Wellesley FY 25 Annual Report (Board of Health Chapter) included in the Appendix of this report. A general overview of these services provided by the WHD is given below.

Public Health Nursing Unit

Infectious Disease Surveillance

State public health officials rely on local boards of health, healthcare providers, laboratories and other public health personnel to report the occurrence of notifiable diseases as required by law. Massachusetts General Laws, [Chapter 111](#), sections 3, 6, 7, 109, 110, 111 and 112 and Chapter 111D, Section 6. These laws are implemented by regulation under Requirements. The WHD collaborated with town, regional and state stakeholders, area hospitals, as well as emergency preparedness coalitions to share information, promote adoption of best practices and guidance, as related to infectious diseases. COVID-19 and other respiratory diseases pandemic continue to impact the operations of WHD. The nursing unit is responsible for carrying out all services related to complying with these laws and regulations.

The following public health nursing services were offered:

- Keep Well Clinics at 6 rotating sites offering blood pressure screenings, select vaccinations, health counseling and referrals.
- Well-being visits to homebound residents which provide safety-net services (assessments, medication management and safety checks) and collaboration with town departments, agencies, and families to ensure appropriate services and follow-up.

Clinics, Vaccinations and Communicable Disease Surveillance

- Provided during home visits and vaccine clinics for children and adults (including Town employees).
- Provided additional vaccinations/injections to residents as needed.
- Investigated reportable diseases through the MA Department of Public Health (MDPH).
- Collaborated with school health/nursing departments, college health and long-term care facilities to track illnesses and disseminate illness outbreak information and recommendations.

Employee Health/Wellness

Employee health and wellness programs are regularly scheduled by the public health nursing unit of the WHD.

Healthy Wellesley

A community wellness initiative promoting a healthy lifestyle and providing programs to improve the health and well-being of residents of all ages.

Nursing Visits (FY2021–FY2025)

Over the past five years, Wellesley’s Public Health Nursing program delivered a wide range of clinical and community-based services, highlighted by strong engagement in disease follow-up, immunization, and direct client support. **Communicable disease surveillance** accounted for the largest share of nursing activity, with **6,981 follow-up episodes**, reflecting ongoing monitoring, case investigation, and public health management of state-reportable diseases. Immunization services comprised another core component of nursing workload. Nurses administered **3,839 influenza vaccinations**, maintaining a high level of annual flu protection in the community. COVID-19 vaccination activity totaled **788 doses** during the later pandemic and post-emergency years, while **84 shingles vaccines**, **148 other routine vaccines**, and **37 miscellaneous injections** were also delivered.

Direct clinical support included **188 office visits** and **249 home visits**, demonstrating the department’s hybrid service model that reaches residents in both clinic and home settings. Attendance in wellness programming rose steadily, with **719 Keep Well Clinic contacts** across the period. These cumulative totals demonstrate a robust, adaptable nursing program that balances communicable disease control, immunization, chronic disease support, clinical visits, and community outreach.

Disease Surveillance (FY2021–FY2025)

The Disease Surveillance dataset reflects the breadth of conditions requiring public health monitoring and case management. Across five years, Wellesley followed 2,391 confirmed COVID-19 cases, accompanied by 6,377 negative SARS-CoV-2 laboratory reports and 2,936 cases classified as “not a case,” highlighting the intensive administrative and investigative workload associated with the pandemic years. Additional surveillance identified 453 probable COVID-19 cases, 68 antigen-positive cases, and 14 antigen-negative cases, supporting accurate case classification and reporting to state systems.

Beyond COVID-19, Wellesley nurses managed a wide spectrum of communicable conditions. Notable cumulative totals include 37 Hepatitis C cases, 22 Campylobacter infections, 12 Cryptosporidiosis cases, 8 Giardia cases, 8 Salmonella infections, and 6 Babesiosis cases, reflecting common enteric and tick-borne disease patterns in the region. Seasonal respiratory viruses were also documented, including 21 influenza cases and 2 RSV cases. The department followed 6 confirmed Streptococcal infections, 4 pertussis cases, 4 mumps investigations, and 5 tuberculosis follow-up events, demonstrating consistent engagement with both endemic and low-frequency high-risk diseases.

Other monitored conditions included 10 tickborne disease cases under non-Babesia/Anaplasma categories, 6 animal bite investigations, 6 Lyme disease cases, 3 varicella cases, and sporadic reports of listeria, legionellosis, and foodborne illness. Collectively, the disease surveillance totals illustrate the continuous, year-round responsibility of public health nursing to track, investigate, and resolve communicable disease events affecting Wellesley residents.

Mental Health Unit

Human Relations Service (HRS), a community mental health agency, receiving Town funds (through the BOH) to provide affordable and accessible virtual and in-person mental health and counseling services for residents and employees. WHD also collaborates with town departments, area hospitals, coalitions and agencies to offer support services, referrals and mental health resources.

The Wellesley Board of Health maintains a long-standing partnership with the Human Relations Service (HRS), a nonprofit community mental health agency located in Wellesley. Under the agreement for July 1, 2025 – June 30, 2026, HRS provides two major categories of services to the Town: community mental health clinical and consultative services, and school-based outreach services. These services strengthen the Town's public health infrastructure by offering accessible behavioral health support, coordinated case management, and specialized intervention capacity for residents across the lifespan.

The first category of work includes outpatient mental health treatment, clinical consultation, and referral for residents who are unable to afford full-cost services. HRS clinicians collaborate closely with Wellesley Health Department social workers to ensure timely linkage to care and continuity between public health nursing, social services, and community mental health resources. In addition, HRS provides consultative support to the Board of Health on prevention programs, public education initiatives, and community mental health concerns. Consultation is also available to the Town's Senior Community Health Social Worker, reinforcing coordinated social and behavioral health care.

The second major service area funds a public school-based outreach worker, providing the equivalent of two full days per week at Wellesley Middle School. The outreach worker delivers counseling, assessment, crisis intervention, advocacy, and referral services. As detailed in the contract, HRS must obtain approval from Wellesley Public Schools for personnel assigned to Middle and High School roles, follow CORI and student-privacy requirements, and adhere to all district policies. This arrangement integrates mental health expertise into the school environment, supports early identification and intervention, and improves access to youth mental health services.

HRS also commits to routine reporting and accountability measures. The agency must submit semiannual statistical reports summarizing categories and volumes of distinct services provided to Wellesley residents, along with an annual comprehensive report. The HRS Executive Director meets with the Board of Health at least twice each year. The contract requires HRS to maintain qualified professional staff, operate without discrimination, and remain open to Town inspection of financial and operational records. Insurance coverage must be maintained for the full duration of the agreement.

Financially, in FY 26 the Town contract with HRS paying **\$272,949** for community mental health services and **\$27,623** for the school outreach worker, for a total annual commitment of **\$300,572**, paid in quarterly installments. These amounts support direct clinical care, consultation, public health collaboration, crisis response, and the integrated school-based position.

Overall, the HRS contract provides a critical behavioral health component of Wellesley's public health system. It expands mental health treatment capacity, strengthens prevention and crisis response, embeds services within the schools, and aligns with the Board of Health's mission to protect and promote the wellbeing of all residents.

Social Services Unit

The community social work team of licensed social workers for the Health Department is committed to providing a wide range of services for residents to improve their health and well-being. Social workers are available for case management, support, guidance, referrals and consultation on issues including, but not limited to, housing, finances/budgeting, substance misuse, behavioral and social health, food insecurity, fuel assistance, and advocacy. Social workers partner with other town departments as well as community agencies to minimize barriers to care and ensure that the needs of residents are met in an accessible and professional manner. Collaborations with Council on Aging, Youth Commission, Wellesley Housing Authority, Friendly Aid, Wellesley Public Schools, Human Relations Service, Wellesley Free Library, Recreation, Wellesley Police Department and others are integral to the success of the work.

Some highlights from the past year include:

- Implementation of a pilot program of weekly office hours at the Wellesley Free Library staffed by a social worker. Residents come to drop-in hours to access one-on-one support in a confidential, private and supportive setting.
- A contract with ClearPath was secured to assist residents with de-cluttering and/or hoarding disorder. Residents work individually with a social worker who specializes in these issues to promote safe, sanitary and comfortable living conditions. Other services include staff and community workshops as well as groups to address these concerns.
- Workshops for seniors in the Housing Authority were offered in partnership with Human Relations Service with the goal of decreasing isolation and fostering community connections.
- Town-wide education during Mental Health Awareness and Suicide Prevention months including workshops, community messaging and in-person community presence to provide resources, literature and referrals.

Environmental Health Unit

Priority areas included risk assessment, hazard protection, disease and injury prevention and regulation enforcement including but not limited to the following areas. Below is a compilation of the types and numbers of inspections and permit reviews undertaken since 2020

ANIMALS

Animal-related regulatory activities include livestock permitting, quarantines, and rabies testing. Over the six-year period, **120 livestock permits** were issued, reflecting ongoing oversight of backyard farming and animal husbandry. Rabies testing and quarantine events were minimal, with no recorded totals in most years, indicating a low frequency of animal-borne public health incidents requiring intervention.

FARMERS MARKET

The Health Department recorded **no farmers market permits or inspections** across all six years. This indicates that either no markets operated requiring local permitting or that oversight is conducted through other mechanisms.

FOOD (Permits, Inspections, Complaints, Plan Review, COVID-Related Activities)

Food protection constitutes the largest operational area. Across six years, Wellesley issued 978 Food Establishment Permits, along with 80 frozen dessert permits and 128 temporary food permits. Complexity of food service operations is reflected in 937 inspections and reinspections, ensuring compliance with safety standards.

The department also processed 48 food complaints, 21 COVID-related complaints, and 1 COVID-related closure, documenting emergency-response activities during the pandemic period. Enforcement actions included 2 food establishment suspensions and 19 plan reviews, alongside 15 new food permits, supporting both safety and business development. Food-related professional credentialing included 83 Certified Food Protection Manager (CFPM) verifications and 26 allergen awareness certificates, while facility modernization generated 9 hood/frying system reviews.

HOUSING

Housing-related environmental health activities included **21 housing inspections, 50 nuisance inspections, and 24 housing complaints**, reflecting steady engagement in maintaining safe rental and residential living conditions. Additional oversight included **16 mold inspections, 41 sanitation inspections, 43 “other” housing inspections, and 6 emergency responses**, demonstrating the department’s broad regulatory role in housing habitability and public safety.

INSPECTIONAL SERVICES / GENERAL SANITATION

The category labeled “Inspectional Services” includes **9 trash complaints, 6 commercial trash/lighting inspections, 8 dumpster inspections, 36 fire responses, and 36 rodent**

inspections, addressing environmental hazards, waste issues, and vector control. These activities support community sanitation, neighborhood quality, and emergency coordination.

POOL

Pool safety oversight was significant, with **86 pool inspections** conducted over six years. No pool permits or suspensions were recorded during the period, suggesting stable compliance among regulated aquatic facilities.

RECREATIONAL (Camps & Bathing Beaches)

Recreational health oversight included 36 recreational day camp inspections and 120 pool notifications, indicating active regulatory attention to child and recreational safety. One set of “other inspections” (9 total) was recorded in this recreational category. A total of 35,786 campers had their health records review over the past five years.

SEPTIC / WASTEWATER

Septic and wastewater management accounted for a substantial workload. Activities included **21 septic permits, 50 installations, 24 septic inspections, 83 percolation or deep-hole tests, 26 Title 5 inspections, 9 septic plans, 6 septic repairs, 8 septic tank removals, and 36 sewer inspections**. These totals reflect the department’s sustained involvement in private wastewater system oversight and environmental protection.

TOBACCO

Tobacco control activities were significant. The department conducted **36 tobacco retailer inspections**, issued **36 tobacco sales permits**, processed **86 tobacco retailer training certifications**, and documented **120 tobacco violations**. These numbers indicate a robust enforcement and education program aimed at preventing youth access and ensuring compliance with state tobacco control regulations.

WELL / WATER

Private well oversight consisted of **8 well permits, 19 water tests, and 26 well or groundwater-related activities**, contributing to monitoring and protecting private drinking water quality.

Summary

Across FY2020–FY2025, the Wellesley Health Department carried out a broad portfolio of regulatory, inspectional, environmental health, and public safety functions. The most resource-intensive areas involved **food safety, tobacco enforcement, and septic/wastewater oversight**, with additional significant contributions in **housing inspections, mental/behavioral health–related emergency calls, and environmental hazard mitigation**. The dataset reflects a comprehensive and sustained effort to protect public health across multiple regulatory domains.

DEPARTMENT GOALS

Many of Massachusetts' local health departments are struggling to meet existing mandates addressing communicable diseases, food safety, housing, sewage, well water, and environmental hazards. In addition to food safety inspections, Wellesley BOH is responsible for inspections relating to housing (razing, inspections, condemnations, renovations), Title V, septic systems, wells, animal control, environmental hazards, body art, tanning, massage parlors, rubbish, recreational camps, health records of camp staff and campers, pools, beaches, tobacco, vaping shops, animals, and livestock. Health record reviews of summer camps involved over 9,000 campers. The WHD is struggling to meet regulatory requirements with an ever decreasing public health workforce and inflation-driven budgets cuts. As such, one of the main goals is to attract and retain health department employees. As described during FY 25, the workforce shortage has been exacerbated with the new PHE program which paradoxically has made the workforce shortage even worse by attracting potential public health workers to Massachusetts Department of Public Health positions.

Over the past decade, many services have increased substantially including protecting the environment, planning for natural and manmade disasters, preventing new insect and tick-borne diseases, reducing substance abuse and addiction, reducing the prevalence of chronic and infectious diseases such as the COVID-19 pandemic, and improving mental, behavioral and social health. The BOH services in Wellesley have been escalating over the past several years. They are projected to increase further based upon recent new workforce mandates by the federal and state governments. Training and education for our Environmental Health workers continues to be a high priority, and WHD has been able to secure funding from the United States FDA for training.

Tobacco and Vaping Laws and Increased Regulatory Responsibilities for BOHs

After banning the sale of all vaping products in September 2019, on November 27, 2019 Governor Baker signed into law the nation's toughest restrictions on the sale of flavored tobacco and vaping products and announced he would end his temporary ban on all e-cigarette sales early, paving the way for them to return to store shelves as soon as mid-December 2019 under strict new rules. That law banned the sale of all flavored tobacco products, including menthol cigarettes, and gave the Department of Public Health greater regulatory authority over e-cigarettes. Those rules also included mandating signs in retailers on the dangers of vaping and provisions to preserve the department's ability to ban products in the future. Since convenience

stores are now only allowed to sell low-dose, non-flavored vape pens, new inspection guidelines increased enforcement responsibilities for Boards of Health. Stronger products can only be sold at licenses, adult-only retail tobacco retailers and smoke bars. Consumers can only purchase flavored vaping products at 21-plus smoking bars and cannot take them home. Thousands of individuals nation-wide have suffered vaping-related illnesses, and 100's of people have died, including Massachusetts residents. Vaping addictions to nicotine, especially in adolescents and young adults, continue to be a major public health problem. Tobacco and nicotine law enforcement continues to be a high priority.

Public Health Nursing

While the BOH employs a full-time Public Health Nurse Supervisor and clinical nurse, it also retains a per diem nursing pool comprised of several registered nurses and some support staff totaling approximately 1.0 FTE. These individuals are available for keep-well clinics, vaccinations, home visits, clinic visits, emergency preparedness drills, exercises and real events and camp inspections. With an ever increasing elderly population, home visits and health monitoring are increasingly important.

Social Work Services

Staffing in social work now includes two full-time licensed social workers with one position open. It is important to note that social work and behavioral health services as a public health function involves helping the most vulnerable in the town including those suffering from mental health problems, personality disorders, abusive environments, homelessness, financial misfortune and social isolation. The types of issues that are commonly seen by the BOH include: referrals for mental health treatment; addiction treatment referral; assistance with short- and long-term housing, including rental assistance programs; assistance with preventing utility shut offs; fuel and food assistance; homelessness; home visits and well-being checks; connecting and referring to community health and human services agencies (federal and state-provided legal aid, housing assistance, food stamps and nutrition programs, unemployment and disability, Massachusetts Department of Mental Health Services, medical care providers etc.); matters involving children and their families during school breaks and summer months that would have otherwise been handled by the schools; and issues involving tenants of the Wellesley Housing Authority. The WHD has been trying to hire an LSW or LCSW, and has been unable to find qualified candidates, even though the School Committee has hired 10 new social workers. Issues of pay parity, hours and workload need to be revisited.

Mental Health Services

In addition to clinical social workers, Mental Health Community Services are provided by Human Relations Service (HRS), located at Chapel Place in Wellesley. Recognized as the first community mental health agency in the nation, HRS is a private, non-profit agency that serves families and children in Wellesley, Wayland and Weston. Its mission is to "heal lives and strengthen our community: to treat, reduce and prevent mental illness and to support the well-being of children, families and institutions in our towns". HRS is the principal provider of outpatient mental health services in these communities. Their staff includes psychologists,

psychiatric social workers, social workers, post-doctoral fellows and support staff. They provide services regardless of the ability to pay. They assist clients who need additional services or services in other specialties with referrals to other agencies and clinicians. HRS staff works closely with the Health Department social workers and public health nurses. The Town has two contracts administered through the Board of Health with HRS for clinical services as outlined below:

Mental Health

- Counseling services to residents focused on families and children
- Crisis intervention services as needed
- Prevention and community education services
- School Outreach Worker is based in Middle School and provides counseling and crisis intervention to students who are not on special education plans, whose significant needs typically exceed what guidance counselors can meet, and who, for a variety of personal and family reasons, are unable or unlikely to participate in standard outpatient treatment.

Public Health Administration and Central Operations Unit

The functions in this unit crosscut and support the Director and the other four units, including the following functions.

Administrative and Clerical Functions: The administrative functions include regulatory documentation, finance, billing, contracts, budgeting, internal accounting, purchasing, posting of public notices, record keeping, and recording the minutes of all public and executive session board meetings. Clerical and mental health assistant help is also provided to the Director and other staff members within the limits of the resources available.

Education and Communications: Health education, information sharing, emergency public information and messaging are coordinated under this unit. Programs are offered in many health related classes, workshops and clinics.

Emergency Preparedness and Response Planning

The WHD also participated in local, regional, and state emergency preparedness and response planning and implementation for all hazards, seasonal, emerging and pandemic diseases and natural and human-caused disasters. The WHD Director and staff participated in the Wellesley Hazard Mitigation Planning Committee and the MA Department of Public Health Emergency Preparedness Region 4AB and remains part of an emergency preparedness sub-region called Norfolk County Eight (NC8). The WHD provided training for the Wellesley Medical Reserve Corps - resident volunteers with medical and non- medical backgrounds who assist WHD at public health events.

Public Health Emergency Preparedness: Six regional Health and Medical Coordinating Coalitions (HMCC) have been established to promote cross-disciplinary planning and support public health and medical response across the Commonwealth during emergencies and disasters. The Town of Wellesley is part of the HMCC Region 4ab Coalition. Departmental staff participate in integrated planning and capacity-building across five core disciplines: acute care hospitals, community health centers and large ambulatory care organizations, emergency medical services, local public health, and long-term care. The six HMCCs throughout the Commonwealth work closely with other health and medical partners and build strong connections with emergency management and public safety/first responder organizations within the region, as well as other public and private organizations with a role under Emergency Support Function 8 (ESF8), public health and medical services.

Public Health Shared Services Agreements, the SAPHE 2.0 Act and the Massachusetts Economic Development Bond Act 2024

The Office of Local and Regional Health promotes and supports the development of inter-municipal shared service agreements (cross-jurisdictional sharing) that contribute to improvements in local public health capacity. By pooling resources, functions, and expertise, a consortium of cities and towns, especially those that are smaller or less prosperous, can improve compliance with their statutory and regulatory mandates and expand the public health protections and services they offer residents. Currently Wellesley is part of the Shared Services Coalition headed by Norwood including the Towns of Canton, Dedham, Milton, Norwood, Walpole, Wellesley, and Westwood. There are other opportunities to utilize resources for education and training through the State-funded Massachusetts Department of Health Public Health Excellence (PHE) Grants. On November 20, 2024, Governor Healey signed into law the Economic Development Act which included the tenets of SAPHE 2.0 Act that strengthens local and regional public health systems. It overhauls the state’s fragmented public health system to ensure strong public health protections for all residents regardless of race, income, or zip code. For fiscal year 2026, the information on the coalition that Wellesley is part of is shown in the table below.

Wellesley Shared Service Public Health Excellence Coalition Member

| | |
|-------------------------------------|---|
| SSA Name | Norfolk County-8 Local Public Health Coalition |
| Lead Entity / Vendor Name | Norwood |
| Participating Municipalities | Canton, Dedham, Milton, Norwood, Walpole, Wellesley, Westwood |
| FY26 Funding Award | \$533,971.62 |

| | |
|----------------------------------|---|
| FY26 PHE-Funded Positions | Shared Services Coordinator, Regional Staff Coordinator, Food Protection Inspectional Support Contractor, Title 5 Inspectional Support Contractor, Regional Epidemiologist (open position), Regional Public Health Nurse (open position). |
| Website | View Site |
| Training Hub | North Central & MetroWest Public Health Training Hub |

Opioid Settlement Programs

Nowhere has the role of local boards of health been more challenged in recent years than in response to the opioid addiction crisis. Local public health services providing prevention, harm reduction, treatment, and recovery are conducted through all five units shown in the Department of Health organizational chart. As background, in February 2022, the Drug Enforcement Administration (DEA) Divisions across the U.S. reported that overdose deaths climbed at an alarming rate, especially those caused by the synthetic opioid, fentanyl. The DEA reported overdose deaths in the U.S. had topped 100,000 for the first time over a 12-month period ending last spring 2021. On December 21, 2022, updated data released by the DEA revealed that it seized more than 379 million deadly doses of fentanyl in 2022 — more than enough to kill every single American. According to a statement from the federal agency, DEA agents confiscated more than 50.6 million fentanyl-laced, fake prescription pills, which is more than double compared to last year, and over 10,000 pounds of fentanyl powder since January 2022. The highly addictive synthetic opioid is 50 times stronger than heroin. Just 2 milligrams of fentanyl — an amount that fits on the tip of a pencil — is considered a potentially deadly dose. According to a statement from the federal agency, DEA agents confiscated more than 50.6 million fentanyl-laced, fake prescription pills, which is more than double compared to last year, and over 10,000 pounds of fentanyl powder since January 2022. Local Boards of Health in Massachusetts play a critical role in providing substance abuse and addiction educational, preventative and health care services.

Town of Wellesley Opioid Settlement Funds Received to Date

| Payment Date | Payment Amount | Payment Type |
|--------------|----------------|----------------------------|
| 7/15/2022 | \$ 17,534.67 | Distributor Payment Year 1 |
| 9/30/2022 | \$ 18,428.09 | Distributor Payment Year 2 |
| 11/2/2022 | \$ 6,242.46 | Janssen Payment Year 1 |
| 11/2/2022 | \$ 14,563.78 | Janssen Payment Year 2 |
| 11/2/2022 | \$ 11,656.52 | Janssen Payment Year 3 |
| 11/2/2022 | \$ 17,898.14 | Janssen Payment Year 4 |
| 11/2/2022 | \$ 19,838.19 | Janssen Payment Year 5 |
| 8/15/2023 | \$ 18,428.09 | Distributor Payment Year 3 |
| 3/15/2024 | \$ 6,736.82 | Allergan Payment Year 1 |

| | | | |
|--------------|-----------|-------------------|----------------------------|
| 3/15/2024 | \$ | 10,152.16 | Distributor Payment Year 7 |
| 3/15/2024 | \$ | 6,088.43 | Teva Payment Year 1 |
| 3/15/2024 | \$ | 8,790.74 | Walgreens Payment Year 1 |
| 3/15/2024 | \$ | 5,802.48 | Walgreens Payment Year 2 |
| 3/15/2024 | \$ | 59,332.29 | Walmart Payment Year 1 |
| 4/30/2024 | \$ | 7,492.77 | CVS Payment Year 1 |
| 7/31/2024 | \$ | 6,741.25 | Allergan Payment Year 2 |
| 7/31/2024 | \$ | 5,973.62 | CVS Payment Year 2 |
| 7/31/2024 | \$ | 23,065.36 | Distributor Payment Year 4 |
| 7/31/2024 | \$ | 6,630.79 | Teva Payment Year 2 |
| 4/15/2025 | \$ | 5,802.48 | Walgreens Payment Year 3 |
| 8/8/2025 | \$ | 6,741.25 | Allergan Payment Year 3 |
| 8/8/2025 | \$ | 11,937.77 | CVS Payment Year 3 |
| 8/8/2025 | \$ | 23,065.36 | Distributor Payment Year 5 |
| 8/8/2025 | \$ | 6,630.79 | Teva Payment Year 3 |
| Total | \$ | 325,574.30 | |

The Massachusetts Opioid Settlement Funds distributed to Towns can be used for a variety of purposes aimed at addressing the opioid crisis and supporting communities affected by it. Here are some of the key areas where these funds can be utilized:

Abatement Strategies: Funds can be allocated to develop and implement strategies to reduce the impact of the opioid epidemic in the community. This may include public health initiatives, community engagement programs, and other measures to mitigate the crisis.

Treatment and Recovery Programs: The funds can support treatment programs for individuals struggling with opioids and use disorder recovery services to help those affected by the crisis.

Harm Reduction Initiatives: The funds can be used to implement harm reduction strategies, such as naloxone distribution programs, to reduce the risk of opioid overdose.

Community Engagement: Funds can be allocated to community engagement efforts to involve residents in the planning and implementation of programs aimed at addressing the opioid crisis.

Support for Vulnerable Populations: The funds can be used to provide support for vulnerable populations, including pregnant or parenting people and their families, as well as those with disabilities or other special needs.

These funds provide a once-in-a-lifetime opportunity for Massachusetts towns to save lives and support individuals and families impacted by opioid use disorder. It is crucial for towns to have the tools and resources to invest these funds efficiently and effectively to build public trust and support those who have been disproportionately impacted by the opioid overdose crisis.

To date, Wellesley has partnered with the towns that are members of the Norfolk County-8 Local Public Health Coalition (described above) to contract with Riverside Care [NC-8 Recovery Coaching Program – Riverside Community Care](#) for providing eligible services such as the Riverside’s NC-8 Recovery Coach Program. This program connects individuals with substance use challenges to trained peer support professionals who provide compassionate, personalized guidance. For adults 18+ the program provides people looking to recover from substance use services at no-cost, regardless of insurance status, for residents of Canton, Dedham, Milton, Norwood, Walpole, Wellesley, and Westwood. The program matches people seeking a non-judgmental partnership with a trained Recovery Coach. Referrals can be made by anyone, including but not limited to the person seeking services, a behavioral health provider, or an emergency services department.

OPERATING BUDGET SUMMARY

As shown in Table 1 below, the total FY27 budget request is **\$1,639,789 with Personal Services of \$1,138,700, \$191,500 for Non-Contractual Expenses, and \$309,589 representing an overall 2.78% increase** over FY27. Explanations for increases are summarized below.

Personal Services: All salary increases were granted as per town guidelines resulting in an **increase of 2.6%** over FY 26. This was lower than the 3% because new staff are hired at lower rates than the vacated position previously paid.

Non-Contractual Expenses: The proposed FY 27 non-contractual expense budget represents a **3.5% increase** over FY 26 for non-contractual expenses.. This is \$950 over the 3% guideline. Nearly all expenses remained level-funded in order to accommodate the relatively higher increases in the following medical waste, disease vector control and pond water testing contracts.

1. Medical waste collection/sharps (Stericycle), vaccine unit maintenance contract for two locations (G&P services). There has been a substantial increase in the number of Wellesley residents using and disposing of syringes for injectable medications
2. East Middlesex Mosquito Control Project(FY27 - \$23197). Contracts
3. Services for pond water testing -Microbac Lab. Price increase in Vectolex/Ulticid Packets - Mosquito Larvicide for summer (EMMCP, pond lab work, mosquito briquettes)

Table 1. Board of Health Proposed FY 2027 Budget

| <u>Board of Health Operating Request</u> | | | | | | | |
|--|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-------------------------------|
| Department : 510 | | | | | | | |
| Department Head: Leonard Izzo , Health Director | | | | | | | |
| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
| Personal Services | | | | | | | |
| Director | \$ 103,482 | \$ 126,585 | \$ 132,859 | \$ 143,905 | \$ 146,783 | \$ 2,878 | 2.00% |
| Other Professionals | 506,618 | 602,943 | 656,991 | 844,242 | 859,957 | \$ 15,714 | 1.86% |
| Administrator/Admin OT | 67,658 | 74,785 | 83,608 | 71,146 | 74,576 | \$ 3,430 | 4.82% |
| Temporary Help | 45,545 | 7,725 | 14,062 | 94,898 | 101,783 | \$ 6,885 | 7.26% |
| Longevity | 600 | 600 | 600 | 600 | 600 | \$ - | 0.00% |
| One-Time Fringe Benefit Charge (x 1) | | | | | | | |
| Housing Authority Annual Social Worker Salary Transfer | - | - | - | (45,000) | (45,000) | \$ - | 0.00% |
| Subtotal, Personal Services | 723,903 | 812,637 | 888,121 | 1,109,792 | 1,138,700 | \$ 28,907 | 2.60% |
| Expenses | 90,508 | 105,329 | 115,699 | 185,000 | 191,500 | \$ 6,500 | 3.51% |
| Encumbered Expenses | - | - | 589 | - | - | \$ - | 0% |
| Subtotal, Expenses | 90,508 | 105,329 | 116,288 | 185,000 | 191,500 | \$ 6,500 | 3.51% |
| Total (Non- Contract Services) | 814,411 | 917,967 | 1,004,409 | 1,294,792 | 1,330,200 | 35,407 | 2.73% |
| HRS Contract for Mental & Social Services | 240,756 | 268,356 | 265,756 | 300,572 | 309,589 | 9,017 | 3.00% |
| Mental Health - Other Outsourcing | 25,000 | - | - | - | - | - | 0% |
| TOTAL | \$ 1,080,167 | \$ 1,186,323 | \$ 1,270,165 | \$ 1,595,364 | \$ 1,639,789 | \$ 44,424 | 2.78% |

REVENUE EXPLANATION

During FY 25, the BOH collected \$101,165.00 in revenues from licenses, permits and fees. Details on the different type of fees collected can be found in the Town of Wellesley FY 25 BOH Annual Report

Contractual

There was a 3% increase in the Mental Health Services Contract with Human Relations Service (HRS) [Human Relations Service | HRS](#). HRS has been the provider of mental health services in the Wellesley, Wayland and Weston area since 1948. HRS has contracted with the Town of Wellesley to serve the Town's most vulnerable residents for over 40 years. For the current FY 2025 contract, HRS provides two types of services for residents of the Town. The first is community-based mental health clinical and consultative services of high professional standards, and the second is a Middle School Outreach worker at 40% FTE.

APPENDIX

BOARD OF HEALTH Fiscal Year 2025 Annual Report

The Board of Health (BOH) provides leadership on health and human service matters, and with the Wellesley Health Department (WHD) assesses and addresses the needs of the community through regulatory enforcement, communicable disease prevention and surveillance, public health nursing services, social work, and health promotion initiatives. The BOH and the WHD work together to protect and improve the health and quality of life of the Town of Wellesley residents and workforce.

Community Health

Public Health Nursing Services

- Keep Well Clinics at 6 sites offering blood pressure screenings, select vaccinations, health counseling and referrals with 236 attendees.
- Conducted 39 well-being visits to homebound residents which provide safety-net services (assessments, medication management and safety checks) and collaboration with town departments, agencies, and families to ensure appropriate services and follow-up.
- Provided 56 in-office consults for residents.

Clinics, Vaccinations and Communicable Disease Surveillance

- Provided in-person flu clinics vaccinating 470 residents and town employees.
- Provided additional 89 additional vaccinations/injections to residents as needed.
- Investigated 626 reportable diseases.
- Disseminated 500+ Covid tests



1Flu Clinic 2025

Outreach and Education

- Provided germ prevention programs at Sprague, PAWS and Children’s Library (15 sessions).
- Celebrated National Public Health Week with programs and events for residents (8 events).
- Provided outreach and information at community events: Town Meeting, Halloween Stroll, Wonderful Wellesley, Council on Aging Health Fair, Employee Health Fair, Wellesley Friendly Aid Friendship Circle (2), School Open House, PTO Meeting, Council on Aging Wellness Series.
- Developed and maintained media and materials providing updated health information for residents including a [monthly newsletter](#), social media communication and web site content.
- [Developed three-phase plan for the utilization of Opioid Abatement Settlement Funds.](#)
- Conducted interviews and focus groups with 100+ residents and Town employees on substance use and other priority health issues to support Opioid Fund programming.



2 Learning about germs at the Library.



3 Checking blood pressure at the Employee Health Fair.

Mental Health

Human Relations Service (HRS), a community mental health agency, received Town funds (through the BOH) to provide affordable and accessible virtual and in-person mental health and counseling services for residents and employees. WHD also collaborated with town departments, area hospitals, coalitions and agencies to offer support services, referrals and mental health resources.

The community social work team of licensed social workers for the Health Department is committed to providing a wide range of services for residents to improve their health and well-being. Social workers are available for case management, support, guidance, referrals and consultation on issues including, but not limited to, housing, finances/budgeting, substance misuse, behavioral and social health, food insecurity, fuel assistance, and advocacy. Social workers partner with other town departments as well as community agencies to minimize barriers to care and ensure that the needs of residents are met in an accessible and professional manner. Collaborations with Council on Aging, Youth Commission, Wellesley Housing Authority, Friendly Aid, Wellesley Public Schools, Human Relations Service, Wellesley Free Library, Recreation, Wellesley Police Department and others are integral to the success of the work. Some highlights from the past year include:

- Implementation of a pilot program of weekly office hours at the Wellesley Free Library staffed by a social worker. Residents come to drop-in hours to access one-on-one support in a confidential, private and supportive setting.
- A contract with ClearPath was secured to assist residents with de-cluttering and/or hoarding disorder. Residents work individually with a social worker who specializes in these issues to promote safe, sanitary and comfortable living conditions. Other services include staff and community workshops as well as groups to address these concerns.
- Workshops for seniors in the Housing Authority were offered in partnership with Human Relations Service with the goal of decreasing isolation and fostering community connections.
- Town-wide education during Mental Health Awareness and Suicide Prevention months including workshops, community messaging and in-person community presence to provide resources, literature and referrals.



4 Social Workers offering mental health info at the Library.

Emergency Preparedness and Response Planning

- Participated in local, regional, and state emergency preparedness and response planning and implementation for all hazards, seasonal, emerging and pandemic diseases and natural and manmade disasters. The WHD Director and Assistant Fire Chief co-chaired the Local Emergency Planning Committee. WHD participated in MA Department of Public Health Emergency Preparedness Region 4AB and remains part of the emergency preparedness sub-region Norfolk County Eight (NC8).
- Completed Narcan Emergency Box installation at all Town buildings.
- Delivered Stop the Bleed and CPR/Narcan trainings for Medical Reserve Corps members, residents and Town employees (4 events).
- Disseminated 60 boxes of Narcan to residents and Town employees.

Environmental Health

Priority areas include risk assessment, hazard protection, disease and injury prevention and regulation enforcement.

Tobacco Control

- 8 Tobacco permits were issued to tobacco retailers.

Food Sanitation and Food Establishments

- Permits: 151 food establishment permits; 51 temporary food permits were issued; 5 new food permits issued.
- 6 new food establishment plan reviews conducted.

- 34 food establishment construction inspections conducted.
- 304 inspections and re-inspections of food establishments were conducted.
- 10 food borne illness investigations.

Housing

- 46 razing inspections conducted.
- 559 general housing inspections conducted.
- 25 actions taken related to Title V requirements.

Swimming Pools and Beaches

- Water quality at pools and beaches was monitored to ensure compliance with state sanitary codes including weekly water samples from Morse's Pond.
- 14 semi-public pool permits and 1 beach permit were issued.

Camps

- WHD reviewed for compliance the policy binders and medical records for 30 recreational camps for children serving 7,223 campers and conducted regular inspections.

Mosquito Control

WHD continued its contract with the East Middlesex Mosquito Control Project to monitor and control the mosquito population to reduce the spread of mosquito borne illnesses. Wellesley does not support the use of adult mosquito control products, commonly referred to as spraying. Efforts are focused on reducing seasonal mosquito breeding and mosquito exposure through prevention efforts focused on personal protection measures and elimination of mosquito breeding areas. The Department of Public Works assists by placing larvicide packets inside street catch basins.

Animal and Rabies Control

- WHD issued 17 livestock permits.
- 120 rodent inspections
- WHD collaborated and supports the Animal Control Officer (ACO) on rabies control and exposure measures, including quarantining of animals, public education and individual resident consults on possible rabies exposure. The WHD and ACO work jointly on livestock inspections, complaint follow-ups and new applicant reviews and education.

Additional Services

The WHD reviews and oversees the following: permitting and inspection of tanning and body art facilities, rubbish permitting, lead and asbestos abatement monitoring, rodent inspections and private well permitting.

REFERENCES

¹ Board of Health, Town of Wellesley, MA. <https://wellesleyma.gov/370/Board-of-Health>. Accessed on 11/01/2019.

² Blueprint for Public Health Excellence Recommendations for Improved Effectiveness and Efficiency of Local Public Health Protections: Report of the Special Commission on Local and Regional Public Health. p.27. <https://www.mass.gov/files/documents/2019/07/15/blueprint-public-health-excellence-2019.pdf> Accessed on 11/01/2019.

³ Massachusetts Association of Health Boards. Homepage. <https://www.mahb.org/>. Accessed 11/1/2019.

⁴ Ibid. 1. p.13.

⁵ Opioid Recovery and Remediation Fund Advisory Council Meeting Materials. [Opioid Recovery and Remediation Fund Advisory Council Meeting Materials | Mass.gov](#). Accessed 11/1/2024.

⁶ Public Health Excellence Shared Services Grant Program [Shared Services | Mass.gov](#). Accessed 11/1/2024.

⁷ State Action for Public Health Excellence (SPAHE) [State Action for Public Health Excellence \(SAPHE\) Program \(Archived\) | Mass.gov](#)

⁸ Foundational Public Health Services (FPHS). <https://phnci.org/uploads/resource-files/FPHS-Factsheet-November-2018.pdf>. Accessed 11/1/2019.



Town of Wellesley

FY2027 Budget Request

Board of Health Operating Request

Department : 510
Department Head: Leonard Izzo , Health Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Personal Services | | | | | | | |
| Director | \$ 103,482 | \$ 126,585 | \$ 132,859 | \$ 143,905 | \$ 146,783 | \$ 2,878 | 2.00% |
| Other Professionals | 506,618 | 602,943 | 656,991 | 844,242 | 859,957 | \$ 15,714 | 1.86% |
| Administrator/Admin OT | 67,658 | 74,785 | 83,608 | 71,146 | 74,576 | \$ 3,430 | 4.82% |
| Temporary Help | 45,545 | 7,725 | 14,062 | 94,898 | 101,783 | \$ 6,885 | 7.26% |
| Longevity | 600 | 600 | 600 | 600 | 600 | \$ - | 0.00% |
| One-Time Fringe Benefit Charge (x 1) | | | | | | | |
| Housing Authority Annual Social | | | | | | | |
| Worker Salary Transfer | - | - | - | (45,000) | (45,000) | \$ - | 0.00% |
| Subtotal, Personal Services | 723,903 | 812,637 | 888,121 | 1,109,792 | 1,138,700 | \$ 28,907 | 2.60% |
| Expenses | 90,508 | 105,329 | 115,699 | 185,000 | 191,500 | \$ 6,500 | 3.51% |
| Encumbered Expenses | - | - | 589 | - | - | \$ - | 0% |
| Subtotal, Expenses | 90,508 | 105,329 | 116,288 | 185,000 | 191,500 | \$ 6,500 | 3.51% |
| Total (Non- Contract Services) | 814,411 | 917,967 | 1,004,409 | 1,294,792 | 1,330,200 | 35,407 | 2.73% |
| HRS Contract for Mental & Social Services | 240,756 | 268,356 | 265,756 | 300,572 | 309,589 | 9,017 | 3.00% |
| Mental Health - Other Outsourcing | 25,000 | - | - | - | - | - | 0% |
| TOTAL | \$ 1,080,167 | \$ 1,186,323 | \$ 1,270,165 | \$ 1,595,364 | \$ 1,639,789 | \$ 44,424 | 2.78% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|---|-------------|-------------|----------------------------|-------------|--------------|
| Position Titles: | | | | | |
| Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Environmental Health Specialist | 2.0 | 3.0 | 3.0 | 3.0 | 3.0 |
| Public Health Nurse | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 |
| Social Services Workers | 2.0 | 3.0 | 3.0 | 3.0 | 3.0 |
| Administrative Assistant | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Health Communications Spec. | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Clerk / Part-Time | 0.0 | 0.3 | 0.3 | 0.3 | 0.3 |
| SUBTOTAL PERMANENT | 9.0 | 11.3 | 11.3 | 11.3 | 11.3 |
| UNBENEFITTED PART-TIME STAFFING | 0.0 | 0.0 | | | |
| Per Diem Nurses | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 |
| Environmental Health Specialists | 1.2 | 0.7 | 0.7 | 0.7 | 0.7 |
| Social Services Workers | 0.7 | 0.0 | 0.0 | 0.0 | 0.0 |
| SUBTOTAL PART-TIME | 2.7 | 1.5 | | 1.5 | 1.5 |
| Total FTEs (Permanent + Part-time) | 11.7 | 12.8 | ²³⁷ 12.8 | 12.8 | 12.8 |

Health Department FY27 Operating Budget Request Summary

Deadra Doku Gardner

| Org | Object | Account # 01-510 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|-----------------------------------|--|----------------|----------------|----------------|------------------|------------------|------------------------|-----------------------|
| PERSONAL SERVICES | | | | | | | | | | |
| 01510100 | 511010 | Senior Administrator | Salary of the Director of Public Health | \$ 103,482 | \$ 126,585 | \$ 132,859 | \$ 143,905 | \$ 146,783 | \$ 2,878 | 2.00% |
| 01510100 | 511222 | Comm Health Speclst | Community Health Coordinator (Wallace) | 82,714 | 84,388 | 89,372 | \$ 92,602 | 94,454 | \$ 1,852 | 2.00% |
| 01510100 | 511220 | Other Professionals | Senior Environmental Health Specialist (Dipersio) | 77,677 | 85,573 | 84,866 | \$ 94,650.00 | 97,333 | \$ 2,683 | 2.83% |
| 01510100 | 511220 | Other Professionals | Environmental Health Specialist (Graham) +New Full-Time EHS (Faulkner) | 60,726 | 92,325 | 123,291 | \$152,755.14 | 159,287 | \$ 6,532 | 4.28% |
| 01510100 | 511221 | PT Envionrm Speclsts | Part-time Environmental Specialist (Calichman) | 27,104 | 34,709 | 35,860 | \$ 44,998 | 45,898 | \$ 900 | 2.00% |
| 01510100 | 511205 | Social Worker | Current Full-Time Community Social Worker(s) - \$73,583 & New FTE SW (\$64,000) | 72,418 | 75,606 | 79,661 | \$ 154,206 | 155,906 | \$ 1,700 | 1.10% |
| 01510100 | 511206 | Social Worker | Mental Health Social Worker | 84,407 | 88,474 | 93,621 | \$ 99,784 | 101,780 | \$ 1,996 | 2.00% |
| 01510100 | 515060 | On Call/Standby | On Call/Standby (Mental Health Social Worker Assisstant) (Approximately 15 - 19 hours) | - | - | - | \$ 22,484 | 22,266 | \$ (218) | -0.97% |
| 01510100 | 511210 | Nurse | Public Health Nurse Supervisor | 80,570 | 92,947 | 96,310 | \$ 103,808 | 105,884 | \$ 2,076 | 2.00% |
| 01510100 | 511211 | Nurse | Public Health Nurse | 21,001 | 48,919 | 54,010 | \$ 78,955 | 77,149 | \$ (1,806) | -2.29% |
| 01510100 | 511370 | Support Staff | Administrator (Doku- Gardner) | 67,658 | 63,511 | 66,483 | \$ 71,146 | 74,576 | \$ 3,430 | 4.82% |
| 01510100 | 512290 | Temporary Help | Temporary Clerical /Per diem Nursing | 36,226 | 5,820 | 14,062 | \$ 72,414 | 73,862 | \$ 1,448 | 2.00% |
| 01510100 | 512490 | Other Temporary Salaries | Part time Clerical Support (Step 42-1) - approx. 19 hours | 9,319 | 1,905 | - | \$ 22,484 | 27,921 | \$ 5,437 | 24.18% |
| 01510100 | 513170 | Admin Overtime | Overtime for Health Admin | - | 11,274 | 17,125 | \$ - | - | \$ - | 0% |
| 01510100 | 515050 | Longevity | Longevity payment due personnel with more than 10 years service. | 600 | 600 | 600 | \$ 600 | 600 | \$ - | 0.00% |
| 01510100 | 569500 | Transfer from Housing Authority | \$45,000 Annual Transfer for Partial Support of Social Work New Hire | | - | - | \$ (45,000) | (45,000) | \$ - | 0.00% |
| | | | Subtotal, Personal Services | 723,903 | 812,637 | 888,121 | 1,109,792 | 1,138,700 | \$ 28,907 | 2.60% |

| | | | | | | | | | | |
|-----------------|--------|------------------------------|---|-----------|-------|-------|-------|--------|----------|--------|
| EXPENSES | | | | | | | | | | |
| 01510200 | 517040 | Tuition Reimbursement | Employee benefit funded by each department. | - | 385 | - | 500 | 500 | \$ - | 0.00% |
| 01510200 | 524030 | Equip. Maintenance | Equipment service – cost of maintenance for the Department’s office equipment. | - | 1,193 | 1,182 | 2,400 | 2,400 | \$ - | 0.00% |
| 01510200 | 527050 | Copier Machines Rental/Lease | Lease agreement: includes equipment, service | 1,035 | 3,508 | 3,802 | 4,300 | 4,500 | \$ 200 | 4.65% |
| 01510200 | 530300 | Health Care Services | Medical waste collection/sharps (Stericycle), vaccine unit maintance contract for two locations (G&P services). | 238 5,219 | 5,493 | 6,892 | 9,200 | 10,500 | \$ 1,300 | 14.13% |

Health Department FY27 Operating Budget Request Summary

Deadra Doku Gardner

| Org | Object | Account # 01-510 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|---|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01510200 | 534010 | Postage | Mailing permits, renewals, certified orders, general correspondence and information regarding new State regulations. | 32 | 692 | 275 | 800 | 700 | \$ (100) | -12.50% |
| 01510200 | 534030 | Advertising- General | Notice of employment opportunities, clinics, fees, resident info sessions, program announcements, hearings, etc. | 250 | 600 | 300 | 700 | 700 | \$ - | 0.00% |
| 01510200 | 534040 | Printing and Mailing Expense | The printing/ mailing budget covers the cost of stationary, business cards, permit applications forms, standardized forms, etc. Community health education pamphlets, informational materials and resident informational mailers. (WNV, Wildlife, Emergency Preparedness, Walking Program, etc) | 3,705 | 4,679 | 3,495 | 4,700 | 4,700 | \$ - | 0.00% |
| 01510200 | 534050 | Telecommunications | Internet service-cell phones. phones for use in the field. | 5,566 | 5,954 | 5,113 | 8,400 | 8,400 | \$ - | 0.00% |
| 01510100 | 538060 | Other Transportation Services | | - | | | | | \$ - | 0% |
| 01510200 | 538090 | Other Purchased Services | Two contract services East Middlesex Mosquito Control Project(FY27 - \$23197). and contract services for pond water testing -Microbac Lab. Price increase in Vectolex/Ulucid Packets - Mosquito Larvicide for summer (EMMCP, pond lab work, mosquito briquettes) | 26,264 | 28,556 | 30,463 | 34,100 | 35,200 | \$ 1,100 | 3.23% |
| 01510200 | 542010 | Office Supplies | Standard office supplies. | 3,747 | 4,927 | 5,803 | 5,500 | 6,000 | \$ 500 | 9.09% |
| 01510200 | 542090 | Other General Supplies | Includes infectious disease-related supplies (including COVID-19 pandemic- and related supplies), signage, not otherwise covered by state or federal fund programs | 6,762 | 3,186 | 5,553 | 12,200 | 12,200 | \$ - | 0.00% |
| 01510200 | 542130 | Work Clothing | RN lab coats, name tags identifying wear-identifying clinic and inspectional gear for staff | 60 | 2,716 | 3,789 | 3,400 | 3,400 | \$ - | 0.00% |
| 01510200 | 543010 | Building M&R Supplies | Printer and Computers | - | - | | | | \$ - | 0% |
| 01510200 | 543040 | Equipment M&R Supplies | Miscellaneous equipment such as temperature sensors, thermometers, flashlights and test kits. | 1,632 | 648 | 537 | 6,400 | 6,400 | \$ - | 0.00% |

Health Department FY27 Operating Budget Request Summary

Deadra Doku Gardner

| Org | Object | Account # 01-510 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------------------------------|---------------|-----------------------------------|--|-------------------|-------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| 01510200 | 550010 | Medical Supplies | Consumable medical supplies: emergency medication, sharps containers, gloves, PPE syringes, disinfectants. | 428 | 1,936 | 5,900 | 13,000 | 13,500 | \$ 500 | 3.85% |
| 01510200 | 550011 | Vaccine Supplies | Vaccine | 24,220 | 26,569 | 26,810 | 43,000 | 43,000 | \$ - | 0.00% |
| 01510200 | 555010 | Bound Books | | - | - | | | | \$ - | 0% |
| 01510200 | 555020 | Periodicals and Newspapers | Periodicals: subscriptions to professional journals | - | - | | | | \$ - | 0% |
| 01510200 | 557010 | Programs and Activities | Expenses related to special programs and activities | 4,661 | 5,269 | 5,435 | 7,400 | 9,500 | \$ 2,100 | 28.38% |
| 01510200 | 571010 | Travel - Mileage | Reimbursement for staff travel | 3,649 | 4,244 | 4,543 | 12,000 | 12,000 | \$ - | 0.00% |
| 01510200 | 571110 | Conf. Meetings-Administrators | Director attends in-state meetings and conferences of public health organizations | - | 825 | 50 | 2,000 | 2,000 | \$ - | 0.00% |
| 01510200 | 571120 | Conf. Meetings-Prof. Staff | Funds attendance of professional staff at public health conferences | 1,470 | 2,497 | 4,120 | 4,500 | 5,200 | \$ 700 | 15.56% |
| 01510200 | 572110 | Conf. Out of State Prof. Staff | Subsidize attendance at a national public health meeting for Department staff member. | - | - | - | 500 | 500 | \$ - | 0.00% |
| 01510200 | 572140 | Conf. Out of State Board Members | Subsidize attendance at a national public health meeting for Board member. | 250 | - | - | 500 | 500 | \$ - | 0.00% |
| 01510200 | 573010 | Dues-Administrators | Director's dues and professional registration in public health organizations, licensing | 207 | 207 | 144 | 2,000 | 2,000 | \$ - | 0.00% |
| 01510200 | 573020 | Dues-Professional Staff | Professional staff dues and registration in public health organizations, licensing | 1,199 | 845 | 1,244 | 6,000 | 6,000 | \$ - | 0.00% |
| 01510200 | 573040 | Dues-Committee/Board Members | Board memberships in public health organizations | 150 | 400 | 250 | 500 | 500 | \$ - | 0.00% |
| 01510200 | 578090 | Unclassified Expenses | Petty Cash-Certified Mailings-Inactive Account | | | | | | \$ - | 0% |
| 01510200 | 583120 | Office Machines Replacement | | | | - | 1,000 | 1,200 | \$ 200 | 20.00% |
| | | | Subtotal, Expenses | 90,508 | 105,329 | 115,699 | 185,000 | 191,500 | \$ 6,500 | 3.51% |
| 01510809 | 570000 | Other Charges & Expenses | Encumbered expenses from prior fiscal year | - | - | 589 | - | | \$ - | 0% |
| Grand Total, Departmental | | | | \$ 814,411 | \$ 917,967 | \$ 1,004,409 | \$ 1,294,792 | \$ 1,330,200 | 35,407 | 2.73% |

One-time benefit placeholder for 1/2 year FTE

| |
|-----------------------------------|
| Account # 01-523 Account Title |
|-----------------------------------|

Health Department FY27 Operating Budget Request Summary

Deadra Doku Gardner

| Org | Object | Account # 01-510 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|----------|--------|-----------------------------------|--|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| 01523200 | 530300 | Mental Health Services | Subsidies for mental health services provided to residents-Human Relation Services. | 240,756 | 268,356 | 265,756 | 300,572 | 309,589 | 9,017 | 3.00% |
| 01523200 | 530300 | Mental Health Services | Originally budgeted for contractual social and mental health services-- see 2019-20 Social and Mental Health Committee report. Services will now be covered internally. | 25,000 | - | | | | - | 0.00% |
| 01523200 | 530310 | Mental Health Services | Public Safety Health Care Services | - | | | | | - | 0.00% |
| 01523200 | 599999 | Unapprop./Unassigned | | | - | - | | | - | 0.00% |
| 01523811 | 570000 | Encumbrances | | | - | | | | - | 0.00% |

Health Department FY27 Operating Budget Request Summary

Deadra Doku Gardner

| Job Title Employee Name | GL Account | FY26 Rate as of 6/30/26 | FY26 Budget Budget Request | FY27 RATE REQUEST** | | | | FY27 Budget Request | Total FY27 Budget Request | Increases |
|---|------------|-------------------------------|----------------------------------|---------------------|--------------------------------|----------------------------|---------------|----------------------------------|---------------------------------|-----------|
| | | | | Group - Step | FY27 Starting Rate 7/1/2026 | Step Adjustment Date | Adjusted Rate | | | |
| Director of Public Health L. Izzo | 511010 | 2,756.80 | 135,517 | A14 | 2,811.94 | N/A | N/A | 146,783 | 146,783 | 8.3% |
| Community Social Worker W. Alvarez | 511205 | 1,628.77 | 81,255 | A7 | 1,661.35 | | | 86,722 | | |
| **New Full-time Community Social Worker (Vacant) | 511205 | 1,325.36 | 69,184 | A7 | | | | 69,184 | 155,906 | 0.0% |
| Mental Health Social Worker Joyce Saret | 511206 | 1,911.57 | 95,363 | A10 | 1,949.80 | | | 101,780 | 101,780 | 6.7% |
| Public Health Nurse Supervisor (Full Time 35 Hours) A. McCauley | 511210 | 1,988.66 | 98,236 | A11 | 2,028.43 | N/A | N/A | 105,884 | 105,884 | 7.8% |
| Public Health Nurse (Full Time 35 Hours) A. Denton | 511211 | 1,448.97 | 77,149 | A7 | 1,477.94 | | | 77,149 | 77,149 | 0.0% |
| Senior Environmental Health Specialist A. Dipersio | 511220 | 1,828.05 | 91,650 | A10 | 1,864.61 | | | 97,333 | | 6.2% |
| Environmental Health Specialist M. Graham | 511220 | 1,545.60 | 71,892 | B6-5 | 1,576.51 | 5/20/2027 B6-6 | 1,619.71 | 82,553 | | |
| Environmental Health Specialist N. Faulkner | 511220 | 1,424.50 | 76,356 | B6-2 | 1,452.99 | 1/27/2027 B6-3 | 1,492.97 | 76,734 | 256,620 | 0.5% |
| Environmental Health Specialist (19 Hours per week/\$41.37/hr) Part- time/Permanent S. Calichman | 511221 | 862.03 | 44,185 | B6-6 | 879.27 | N/A | N/A | 45,898 | 45,898 | 3.9% |
| Community Health Coordinator J. Wallace | 511222 | 1,773.99 | 89,458 | A7 | 1,809.47 | N/A | N/A | 94,454 | 94,454 | 5.6% |
| Office Administrator D. Doku-Gardner | 511370 | 1,395.10 | 67,628 | B5-6 | 1,423.00 | 5/10/2026 B5-7 | 1,461.92 | 74,576 | 74,576 | 10.3% |
| Admin Overtime | 513170 | - | | | - | N/A | N/A | | - | |
| Temporary Clerical/On-Call and Per Diem Nursing | 512290 | N/A | 72,414 | A7 | 73,862.28 | N/A | N/A | 73,862 | 73,862 | 2.0% |
| CLERICAL SUPPORT STAFF (\$27.60/hr- 19 hrs/week) | 512490 | 524.40 | 22,266 | B2-3 | 534.89 | N/A | N/A | 27,921 | 27,921 | 25.4% |
| Social Worker Assistant (average of 19-hrs per week - \$22.01/hr - 50 weeks) | 515060 | 418.19 | 22,266 | | 426.55 | N/A | N/A | 22,266 | 22,266 | 0.0% |
| Housing Authority Annual Social Worker Salary Transfer | | - | (45,000) | | | | | (45,000) | (45,000) | |
| LONGEVITY | 51050 | N/A | 600 | N/A | N/A | N/A | N/A | 600 | 600 | |
| | | | 1,070,418 | | | | | Total Salary \$ 1,138,700 | \$ 1,138,700 | |

Increases

| | | | |
|------------------|-------|-------|----------------|
| H-Table increase | 1.02 | 1.020 | Director/Nurse |
| S-Table increase | 1.020 | 1.020 | Communications |

**FY27 number of salary weeks 52.2



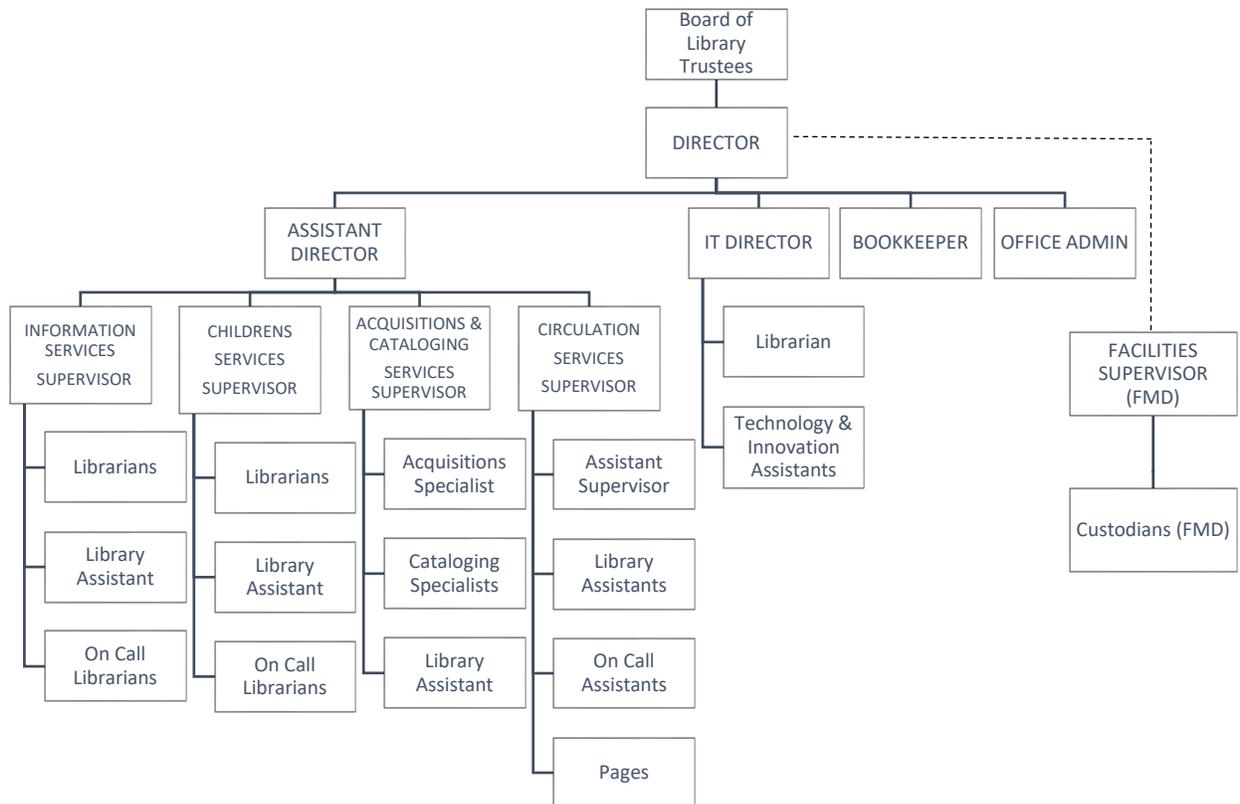
Mission

Connecting our community to each other and to the world

Vision

The vision of the Wellesley Free Library is to be the cultural and intellectual crossroads of the community.

Organizational Chart



Board of Library Trustees

The Board of Library Trustees is responsible for overseeing the management of the Wellesley Free Library (WFL), which includes the Main Library at 530 Washington Street, the Wellesley Hills Branch at 210 Washington Street and the Fells Branch at 308 Weston Road. In addition, the Library hosts a robust website that serves as WFL's "virtual branch."

Department Description and FY27 Budget Priorities

The Wellesley Free Library (WFL) had a banner year in FY25, circulating 712,733 items, including 558,338 physical books. 43,877 patrons of all ages attended 1,157 live and virtual library programs. 63 volunteers donated 4,366 hours of service to the Library. The WFL welcomed 357,563 people through its doors in FY25 and staff answered 48,141 questions in-person, by phone, email and through the website.

While the Trustees are thrilled that the Library has become such an essential resource for the town, the growing number of patrons has placed increased demands on the staff, including the need to process and get new books out to the community in a timely manner. The Library is staffed by approximately 38.7 FTE. It has become more efficient by using technology such as the Automated Materials Handler and by consolidating part-time positions into more desirable full-time positions.

To better address evolving information management needs, the WFL has the opportunity to increase flexibility by merging the current part-time Library Assistant and Cataloging Specialist roles into a single full-time Cataloging Specialist position. The newly established full-time Cataloging Specialist will collaborate with an existing full-time Cataloging Specialist within the department. This change supports WFL's Five-Year Strategic Plan, which aims to create a more dynamic, adaptable workforce while improving operational efficiency and service delivery.

Merging the two part-time positions will streamline workflows, improve coordination, and reduce the risk of delays or communication issues. There will be fewer disruptions and better integration of processes. Additionally, consolidating the roles reduces turnover, stabilizes labor costs, and minimizes recruitment and training expenses, as part-time positions often result in higher turnover rates.

The full-time position will also provide greater flexibility to cover peak periods and staff absences, as cross-training in Acquisitions and Cataloging will ensure smoother department operations. By speeding up material processing, this change will reduce wait times for patrons and improve overall responsiveness.

Ultimately, consolidating these roles will lead to a more efficient, responsive Acquisitions and Cataloging Department, benefiting both the Library's operations and service to the community.

Tax Impact Budget

The WFL operating budget meets the 3% personal services guideline established by the Select Board for FY27 without the additional \$28,000 fee that is assessed to all new benefited positions. The personal services budget increase is 3.5% when the required \$28,000 fee is factored in, however that fee is **removed** from the Library's operating budget in Article 8 prior to Town Meeting. The expense budget meets guideline at 3.5%. In FY25, the WFL turned back \$130,261 from its operating budget to Wellesley's General Fund. The majority of the turnback was from personal services, due to multiple extended staff medical leaves and turnover.

The tax-impact WFL budget, which accounts for approximately 80% of the total annual Library operating budget, provides funding for all core services, including staffing, materials, and technology. Enhancements to the Library – such as the English as a Second Language (ESOL) program; sensory storytimes; outreach to the Barton Road community; Technology Education also known as Jackie's Room; educational and cultural events; museum passes; and collection additions (e.g., Overdrive Advantage) – are funded outside of the tax-impact budget, primarily through the Wellesley Free Library Foundation and the Friends of the Wellesley Free Library. The WFL continues to pay for all utilities (heat, air conditioning, electric, water and sewer) at the Fells Branch through a grant from the Wellesley Free Library Foundation.

Personal services comprise 75% of the FY27 tax-impact Library budget while the remaining 25% is allocated for expenses. The increase in personal services reflects steps for H Table staff (formerly known as Series 40 employees) and a 2% COLA for H Table and S Table staff (formerly known as Series 40/50/60 employees); step increases and longevity for union staff at the FY26 rate (including part-time steps gained for each 1,820 hours of work) and shift differentials at the FY26 rate for employees working after 5 pm and on weekends. There is no budgeted overtime in the Library's personal budget. Additional merit pay for the 50/60 employees will be appropriated by the HR Department outside the Library's operating budget. Consolidating two part-time positions to one full-time position adds no additional hours to the Library's budget, so the FTE of 38.7 in FY26 remains the same in FY27.

Step increases are a big driver of the budget. 82% of full-time union employees and about half of the part-time employees are receiving a 4% step this year. So, although 0% COLA has been used for union staff, there are still significant numbers of employees receiving the 4% step and this is why personal services budget is up 2.4% even with no union COLA increase.

The Materials Expenditure Requirement is a state stipulation for library certification which necessitates that 13% of the total tax-impact library budget be spent on library materials.¹ The state requirement ensures that all cities and towns fund their libraries at a minimum level and

¹ Note that the 13% materials requirement means that every dollar added to the budget requires an additional $13/87 = \$0.15$ appropriation to be spent on materials.

prevents municipalities underfunding their own libraries to take advantage of their neighbors' services. In FY27, Wellesley's materials budget is over 60% of the Library's expense budget.

With the exception of Materials and IT expenses all other expenses are flat or have been reduced. The IT expense budget, comprising 28% of Library expenses, is the other significant driver of non-personal services. In FY27, the aggregate IT expense budget is 2.48% more than in FY26. This represents significant belt tightening to achieve the overall 3.5% expense guideline. The largest component of the IT expense budget is \$86,341, which covers Wellesley's membership in the Minuteman Library Network. This represents a 2.91% increase from FY26. IT expenses also include cybersecurity, service contracts, transfer to the Town IT Dept for Microsoft Office licenses, local PC-based software as well as cloud-based and subscription services, and hardware but not servers which are included in the cash capital budget.

FY27 Goals

Goal A is to continue to meet all state requirements including 13% materials expenditures.

Goal B is to maintain library services within budgetary limitations by reassessing, retaining, and attracting staff.

Goal C is to continue to optimize operations and maintenance to support increased patron use of the Library facilities by consolidating staff hours.

Wellesley Free Library FY26 Operating Budget Appropriated in Article 8

| | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | FY26- 27 Change |
|--------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|--------------------------------|
| Personal services* | \$2,168,851 | \$2,252,388 | \$2,280,834 | \$2,512,917 | \$2,573,194 | 2.4% |
| Expenses | 671,287 | 728,993 | 784,709 | \$813,736 | \$842,203 | 3.5% |
| Total | <u>\$2,840,138</u> | <u>\$2,981,381</u> | <u>\$3,065,543</u> | <u>\$3,326,653</u> | <u>\$3,415,397</u> | 2.67% |

*Includes steps & longevity at the FY26 rate for union staff, and a 2% COLA for H & S Table staff.

Wellesley Free Library Five Year FTEs

| Permanent Staffing (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|----------------------------------|------------------------|------------------------|------------------------|------------------------|-------------------------|
| Management | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |
| Supervisors | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 |
| Librarians | 8.6 | 9.1 | 10.0 | 11.0 | 11.0 |
| Office Administration | 1.9 | 1.9 | 1.9 | 2.0 | 2.0 |
| Assistants | 17.0 | 17.3 | 17.0 | 17.0 | 17.1 |
| On Call/Pages | 2.2 | 2.2 | 1.4 | 0.7 | 0.6 |
| Total Number of Positions | 37.7 | 37.7 | 37.7 | 38.7 | 38.7 |



Town of *Wellesley*

FY2027 Budget Request

Library Operating Request

Department: 610

Department Head: Jamie Jurgensen, Library Director

| DEPARTMENT EXPENDITURES | FY23 <u>Actual</u> | FY24 <u>Actual</u> | FY25 <u>Actual</u> | FY26 <u>Budget</u> | FY27 <u>Request</u> | \$ Variance <u>FY26-27</u> | % Variance <u>FY26-27</u> |
|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|-------------------------------|------------------------------|
| Personal Services | | | | | | | |
| Salaries | \$ 2,163,526 | \$ 2,241,488 | \$ 2,273,609 | \$ 2,505,442 | \$ 2,565,719 | \$ 60,277 | 2.41% |
| Longevity | 5,325 | 10,900 | 7,225 | 7,475 | 7,475 | \$ - | 0.00% |
| Benefits New Position | | | | - | 28,000 | \$ 28,000 | 0.00% |
| Subtotal, Personal Services | 2,168,851 | 2,252,388 | 2,280,834 | 2,512,917 | 2,601,194 | \$ 88,277 | 3.51% |
| Expenses | 671,287 | 724,801 | 783,885 | 813,736 | 842,203 | \$ 28,467 | 3.50% |
| Encumbrances | - | 4,192 | 824 | - | - | \$ - | 0.00% |
| Subtotal, Expenses | 671,287 | 728,993 | 784,709 | 813,736 | 842,203 | \$ 28,467 | 3.50% |
| TOTAL | \$ 2,840,138 | \$ 2,981,381 | \$ 3,065,543 | \$ 3,326,653 | \$ 3,443,397 | \$ 116,744 | 3.51% |

| Permanent Staffing (FTEs) | FY23 <u>Actual</u> | FY24 <u>Actual</u> | FY25 <u>Actual</u> | FY26 <u>Budget</u> | FY27 <u>Request</u> |
|----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| Management | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |
| Supervisors | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 |
| Librarians | 8.6 | 9.1 | 10.0 | 11.0 | 11.0 |
| Office Admin | 1.9 | 1.9 | 1.8 | 2.0 | 2.0 |
| Assistants | 17.0 | 17.3 | 17.0 | 17.0 | 17.1 |
| On Call/Pages | 2.2 | 1.4 | 0.9 | 0.7 | 0.6 |
| Total Number of Positions | 37.7 | 37.7 | 37.7 | 38.7 | 38.7 |

Library Operating Request

| Org | Object | Account # 01-610 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------------------------|--------|---|------------------|------------------|------------------|------------------|------------------|------------------------|-----------------------|
| Personal Services | | | | | | | | | |
| 01610110 | 511140 | Supervisor | \$ 142,510 | \$ 132,063 | \$ 175,312 | \$ 118,584 | \$ 123,336 | \$ 4,752 | 4.01% |
| 01610110 | 511420 | Circulation Support Staff | 437,338 | \$ 429,186 | 442,593 | 454,970 | 462,342 | \$ 7,372 | 1.62% |
| 01610110 | 512010 | Circulation Pages | 19,446 | \$ 22,268 | 16,721 | 14,616 | 14,825 | \$ 209 | 1.43% |
| 01610110 | 515050 | Longevity | 1,750 | \$ 3,500 | 1,975 | 1,225 | 1,225 | \$ - | 0.00% |
| 01610120 | 511140 | Children's Supervisor | 81,893 | \$ 83,674 | 86,041 | 87,806 | 87,806 | \$ (0) | 0.00% |
| 01610120 | 511160 | Children's Librarian | 182,560 | \$ 222,615 | 238,743 | 323,283 | 324,682 | \$ 1,399 | 0.43% |
| 01610120 | 511420 | Other Support Staff | 21,514 | \$ 24,781 | 26,014 | 22,777 | 22,777 | \$ 0 | 0.00% |
| 01610120 | 515050 | Longevity | 750 | \$ 1,250 | - | 500.00 | 500.00 | \$ - | 0.00% |
| 01610130 | 511140 | Information Services Supervisor | 79,671 | \$ 63,601 | 57,495 | 74,167 | 72,419 | \$ (1,748) | -2.36% |
| 01610130 | 511160 | Information Services Librarians | 317,763 | \$ 367,996 | 378,503 | 342,144 | 347,657 | \$ 5,513 | 1.61% |
| 01610130 | 511420 | Information Services Support Staff | 26,664 | \$ 25,123 | 25,599 | 30,370 | 30,370 | \$ (0) | 0.00% |
| 01610130 | 515050 | Information Services Longevity | 1,950 | \$ 3,650 | 3,500 | 3,750 | 3,750 | \$ - | 0.00% |
| 01610140 | 511140 | Acquisitions and Cataloging Supervisor | 80,346 | \$ 83,828 | 10,971 | 77,911 | 81,030 | \$ 3,119 | 4.00% |
| 01610140 | 511420 | Acquisitions and Cataloging Support Staff | 210,197 | \$ 210,513 | 194,973 | 202,209 | 211,222 | \$ 9,013 | 4.46% |
| 01610140 | 515050 | Acquisitions and Cataloging Longevity | 875 | \$ 2,500 | 1,750 | 2,000 | 2,000 | \$ - | 0.00% |
| 01610160 | 511160 | Sunday Openings Librarian | 26,395 | \$ 30,452 | 35,683 | 36,067 | 36,992 | \$ 925 | 2.56% |
| 01610160 | 511420 | Sunday Openings Support Staff | 17,157 | \$ 17,124 | 20,657 | 32,102 | 32,925 | \$ 823 | 2.56% |
| 01610180 | 511010 | Administration Director | 226,399 | \$ 228,125 | 240,059 | 268,126 | 268,684 | \$ 558 | 0.21% |
| 01610180 | 511320 | Administration Secretary | 51,368 | \$ 55,443 | 58,975 | 63,532 | 66,393 | \$ 2,861 | 4.50% |
| 01610180 | 511420 | Administration Support Staff | 53,655 | \$ 51,963 | 59,384 | 69,850 | 86,186 | \$ 16,336 | 23.39% |
| 01610180 | 514010 | Administration Shift Diff | 5,135 | \$ 3,598 | 2,707 | 6,000 | 6,000 | \$ - | 0.00% |
| 01610185 | 511010 | Senior Administrators- IT Director | 84,782 | \$ 88,903 | 94,220 | 105,367 | 107,475 | \$ 2,107 | 2.00% |
| 01610185 | 511060 | Librarians | - | \$ - | - | - | - | \$ - | 0.00% |
| 01610185 | 511420 | Other Support Staff | 98,732 | \$ 100,233 | 108,958 | 175,561 | 182,598 | \$ 7,037 | 4.01% |
| Personal Services Subtotal | | | 2,168,851 | 2,252,388 | 2,280,834 | 2,512,917 | 2,573,194 | \$ 60,277 | 2.40% |

Library Operating Request

| Org | Object | Account # 01-610 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----------------|--------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
| Expenses | | | | | | | | | |
| 01610220 | 555010 | Children's Bound Books | 129,553 | 130,434 | 129,468 | 148,862 | 148,862 | \$ - | 0.00% |
| 01610220 | 555020 | Children's Periodicals/Newsprs | 815 | 974 | 928 | 925 | 925 | \$ - | 0.00% |
| 01610220 | 555040 | Compact Disks | - | - | - | - | | \$ - | 0.00% |
| 01610220 | 555050 | Children's Audio Tapes | 16,791 | 17,985 | 16,064 | 17,000 | 17,000 | \$ - | 0.00% |
| 01610220 | 555051 | Children's E-Audio | - | - | - | - | | \$ - | 0.00% |
| 01610220 | 555060 | Children's Reference | 2,167 | 3,003 | 2,449 | 6,000 | 6,000 | \$ - | 0.00% |
| 01610220 | 555070 | Video Media | 5,425 | 5,083 | 5,484 | 5,900 | 5,900 | \$ - | 0.00% |
| 01610220 | 555071 | Children's Electronic Media | - | - | - | - | | \$ - | 0.00% |
| 01610220 | 555260 | Library of Things-Juvenile | 3,691 | 3,685 | 4,551 | 4,500 | 4,500 | \$ - | 0.00% |
| 01610230 | 555010 | Reference Bound Books | 175,274 | 196,896 | 213,093 | 191,400 | 216,410 | \$ 25,010 | 13.07% |
| 01610230 | 555020 | Reference Periodicals/Newspapr | 7,771 | 11,221 | 11,318 | 11,500 | 11,500 | \$ - | 0.00% |
| 01610230 | 555030 | Reference Microforms/Microfilm | 162 | 210 | 58 | 200 | 200 | \$ - | 0.00% |
| 01610230 | 555040 | Reference Compact Discs | 890 | 509 | 474 | 400 | 400 | \$ - | 0.00% |
| 01610230 | 555050 | Reference Audio Tapes | 22,995 | 19,958 | 19,216 | 20,000 | 20,000 | \$ - | 0.00% |
| 01610230 | 555051 | E-Audio | - | - | - | - | | \$ - | 0.00% |
| 01610230 | 555060 | Reference | - | - | 1,292 | 1,600 | 1,600 | \$ - | 0.00% |
| 01610230 | 555070 | Reference Video Media | 20,078 | 20,628 | 20,199 | 23,900 | 23,900 | \$ - | 0.00% |
| 01610230 | 555071 | Electronic Media | - | - | - | - | | \$ - | 0.00% |
| 01610230 | 555080 | Reference Standing Orders | 40,959 | 43,277 | 41,636 | 42,000 | 42,000 | \$ - | 0.00% |
| 01610230 | 555090 | Business Reference | 5,385 | 8,940 | 6,041 | 8,300 | 8,300 | \$ - | 0.00% |
| 01610230 | 555250 | Library of Things-Adult | 5,143 | 6,745 | 8,750 | 7,500 | 7,500 | \$ - | 0.00% |
| 01610240 | 555130 | Acquisitions & Cataloging Supp | 12,996 | 14,549 | 8,953 | 14,000 | 14,000 | \$ - | 0.00% |
| 01610280 | 524030 | Administration Equipmt Maint | - | - | - | 500 | 500 | \$ - | 0.00% |
| 01610280 | 534010 | Administration Postage | 2,303 | 2,232 | 2,620 | 3,000 | 3,000 | \$ - | 0.00% |
| 01610280 | 534020 | Administration Telephone | - | - | - | - | | \$ - | 0.00% |
| 01610280 | 542010 | Administration Office Supplies | 12,227 | 16,302 | 12,773 | 11,700 | 11,700 | \$ - | 0.00% |
| 01610280 | 555190 | Administration Other Supplies | 7,066 | 9,662 | 13,120 | 9,500 | 9,500 | \$ - | 0.00% |
| 01610280 | 571010 | Administrartion Travel Mileage | 11 | 39 | 36 | 200 | 200 | \$ - | 0.00% |
| 01610280 | 571110 | Administration Conf/Mtgs | 5,033 | 7,750 | 5,403 | 12,000 | 12,000 | \$ - | 0.00% |
| 01610280 | 571120 | Administration Conf/Mtgs Staff | 2,500 | 2,069 | 2,552 | 2,500 | 2,500 | \$ - | 0.00% |

Library Operating Request

| Org | Object | Account # 01-610 Account Title | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|--------------------------|--------|-----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------------|-----------------------|
| 01610280 | 573090 | Administration Dues-Other | 750 | 750 | 750 | 750 | 750 | \$ - | 0.00% |
| 01610280 | 578090 | Administration Unclass Expense | - | - | - | 500 | 500 | \$ - | 0.00% |
| 01610280 | 583020 | Office Machines/Equipment | - | - | - | 2,000 | 2,000 | \$ - | 0.00% |
| 01610280 | 595535 | Delivery Fee | 500 | 1,000 | 1,000 | 1,000 | 1,000 | \$ - | 0.00% |
| 01610280 | 583110 | Furniture Replacement | 15,941 | 6,437 | 24,838 | 18,000 | 18,000 | \$ - | 0.00% |
| 01610285 | 524030 | Equipment(Computer) Maintenance | 25,911 | 33,117 | 50,595 | 37,024 | 37,810 | \$ 786 | 2.12% |
| 01610285 | 524050 | Computer Equipment Maintenance | 19,307 | 18,506 | 12,672 | 13,500 | 13,900 | \$ 400 | 2.96% |
| 01610285 | 530400 | Network & Information Services | 82,969 | 83,340 | 85,725 | 83,900 | 86,341 | \$ 2,441 | 2.91% |
| 01610285 | 530405 | Cyber Security | - | - | 32,144 | 34,600 | 35,490 | \$ 890 | 2.57% |
| 01610285 | 530410 | Network&Information-Website | 4,210 | - | - | - | | \$ - | 0.00% |
| 01610285 | 530420 | Network&Information-Software | 35,392 | - | - | - | | \$ - | 0.00% |
| 01610285 | 534055 | Cable and Internet | 4,378 | 5,729 | 5,886 | 7,700 | 7,800 | \$ 100 | 1.30% |
| 01610285 | 530800 | Computer software serives | - | 47,623 | 36,895 | 55,500 | 56,640 | \$ 1,140 | 2.05% |
| 01610290 | 521020 | Natural Gas | 28 | - | | | | \$ - | 0.00% |
| 01610290 | 524020 | Maintenance Vehicle Maint | - | 35 | 35 | 500 | 200 | \$ (300) | -60.00% |
| 01610290 | 524030 | Maintenance - Equipment | - | 2,000 | | | | \$ - | 0.00% |
| 01610290 | 524031 | Maintenance - Paint | - | 2,150 | 2,800 | 5,000 | 3,000 | \$ (2,000) | -40.00% |
| 01610290 | 524032 | Maintenance - Carpet | - | - | - | 1,500 | 1,500 | \$ - | 0.00% |
| 01610290 | 524033 | Maintenance - Windows | - | - | | | | \$ - | 0.00% |
| 01610290 | 541010 | Gasoline | 55 | - | - | 200 | 200 | \$ - | 0.00% |
| 01610290 | 543010 | Maintenance Building Supplies | - | - | | | | \$ - | 0.00% |
| 01610290 | 543060 | Maintenance Custodial Supplies | 2,610 | 1,964 | 4,066 | 8,675 | 8,675 | \$ - | 0.00% |
| Expenses Subtotal | | | 671,287 | 724,801 | 783,885 | 813,736 | 842,203 | 28,467 | 3.50% |
| 01610824 | 570000 | Other Charges/Expenses | - | 4,192 | 824 | | | \$ - | 0.00% |
| DEPARTMENT TOTAL | | | 2,840,138 | 2,981,381 | 3,065,543 | 3,326,653 | 3,415,397 | 88,744 | 2.67% |

Library Operating Request

| |
|---|
| Library Operating Request FY27 Department: 610 |
|---|

| Department | Job Title Employee Name | FY26 Ending Rate 6/30/26 | HRS/Week | FY27 Starting Rate 7/1/26 | Group - Step Step Date | Step Adjustment Rate | FY27 Total Salary |
|-------------------|------------------------------------|---|-----------------|--|-----------------------------------|-------------------------------------|------------------------------|
| Circulation | Supervisor J Rixon | \$ 1,085.35 | 35 | \$ 1,162.00 | L11-2/3 07/17/26 | 1,208.20 | 62,957 |
| Circulation | Asst. Supervisor D. Sabbarese | \$ 1,056.30 | 35 | \$ 1,131.20 | L9-1/2 12/11/25 | 1,177.40 | 60,379 |
| Circulation | Library Asst.* B. Moy | \$ 994.00 | 35 | \$ 1,018.15 | N/A | - | 53,147 |
| Circulation | Library Asst. Reka Romhanyi | 773.50 | 35 | \$ 773.50 | L04-1/L04-2 07/10/26 | 803.95 | 41,924 |
| Circulation | Library Asst. Y. Guo | \$ 751.10 | 35 | \$ 803.95 | L04-2/L04-3 10/09/2026 | 836.50 | 43,197 |
| Circulation | Library Asst. K.Taft | \$ 878.15 | 35 | \$ 978.60 | L04-7/L04-8 11/27/23-11/27/26 | 1,018.15 | 52,301 |
| Circulation | Library Asst. M. Jorgensen | \$ 780.50 | 35 | \$ 836.50 | L04-3/L04-4 06/19/26 | 869.40 | 43,711 |
| Circulation | Library Asst. J. Alessi | \$ 780.50 | 35 | \$ 836.50 | L04-3/L04-4 11/01/26 | 869.40 | 44,797 |
| Circulation | Library Asst D Winer | \$ 843.85 | 35 | \$ 904.40 | L04-5/L04-6 06/15/26 | 940.45 | 47,296 |
| Circulation | Library Asst. A Oliveras | \$ 780.50 | 35 | \$ 836.50 | L04-3/L04-4 12/06/26 | 869.40 | 44,633 |
| Circulation | Library Asst. J. Miles | \$ 257.52 | 12 | \$ 265.20 | | 275.64 | 14,190 |
| Circulation | TBD*** | \$ 257.52 | 12 | \$ 265.20 | | | 13,843 |
| Circulation | Library Asst A. Steinman | \$ 267.60 | 12 | \$ 275.64 | | 286.80 | 14,692 |

**Library Operating Request FY27
Department: 610**

| Department | Job Title Employee Name | FY26 Ending Rate 6/30/26 | HRS/Week | FY27 Starting Rate 7/1/26 | Group - Step Step Date | Step Adjustment Rate | FY27 Total Salary |
|-----------------------|---------------------------------|--------------------------------|----------|---------------------------------|-----------------------------|----------------------------|----------------------|
| Circulation | Library Asst J.Jones | \$ 312.96 | 12 | \$ 322.44 | | 335.52 | 16,860 |
| Circulation | Library Asst. EI Francis | \$ 265.20 | 12 | \$ 265.20 | 7/30/2025 | | 13,843 |
| Circulation | J.Current | \$ 267.60 | 12 | \$ 286.80 | L04-3/L04-4 11/18/2025 | 286.80 | 14,971 |
| Circulation | On Call Library Asst | \$ 90.00 | 2.5 | \$ 56.25 | N/A | 56.25 | 2,936 |
| Circulation | Pages | \$ 367.50 | 16 | \$ 284.00 | N/A | | 14,825 |
| Circulation | Longevity | \$ 3,500.00 | - | \$ 1,225.00 | N/A | - | 1,225 |
| Childrens Services | Supervisor E. Weiler | \$ 1,633.10 | 35 | \$ 1,682.10 | N/A | | 87,806 |
| Childrens Services | Librarians M. Damiano | \$ 1,184.04 | 35 | \$ 1,268.05 | L14 -4/L14 5- 9/28/2026 | 1,319.15 | 68,206 |
| Childrens Services | Librarians E. Thaler-Sroussi | \$ 1,331.75 | 35 | \$ 1,426.25 | L14 -6/L14 7- 09/04/25 | 1,426.25 | 74,450 |
| Childrens Services | Librarians EI Fagan | \$ 1,138.20 | 35 | \$ 1,172.50 | L14 -2/L14 3- 05/28/2027 | 1,219.40 | 61,430 |
| Childrens Services | Librarians M. Ruhl | \$ 520.32 | 16 | \$ 515.36 | 1/7/2026 | | 26,902 |
| Childrens Services | Librarians E. Wainer | \$ 520.32 | 16 | \$ 536.00 | | | 27,979 |
| Childrens Services | Librarian EI Berger | \$ 1,138.20 | 35 | \$ 1,219.40 | L14 -3 L14-4 - 09/06/26 | 1,268.05 | 65,715 |
| Childrens Services | Saturday Afternoon | \$ - | 0 | \$ - | N/A | - | - |

**Library Operating Request FY27
Department: 610**

| Department | Job Title Employee Name | FY26 Ending Rate 6/30/26 | HRS/Week | FY27 Starting Rate 7/1/26 | Group - Step Step Date | Step Adjustment Rate | FY27 Total Salary |
|-------------------------------------|------------------------------------|---|-----------------|--|-----------------------------------|-------------------------------------|------------------------------|
| Childrens Services | Library Asst. D. Murphy | \$ 423.75 | 15 | 436.35 | N/A | - | 22,777 |
| Childrens Services | Longevity | | | | | | 500.00 |
| Information Services | Supervisor S. Myott | \$ 1,382.50 | 35 | \$ 1,382.50 | L16S -2/ L16S 3 05/28/2026 | 1,437.45 | 72,419 |
| Information Services | Librarians H. Schmidt | \$ 1,138.20 | 35 | \$ 1,219.40 | L14-3/L14-4 11/15/26 | 1,268.05 | 65,229 |
| Information Services | Librarians D. Gage | \$ 1,094.45 | 35 | \$ 1,172.50 | L14 -2/L14 3- 10/09/26 | 1,219.40 | 62,977 |
| Information Services | Librarians T. Bolles | \$ 1,384.60 | 35 | \$ 1,426.25 | N/A | - | 74,450 |
| Information Services | Librarians M. Griffiths | \$ 1,138.20 | 35 | \$ 1,219.40 | L14 -3/L14 4- 07/05/26 | 1,268.05 | 66,163 |
| Information Services | Librarians M. Flynn | \$ 830.76 | 21 | \$ 855.75 | N/A | - | 44,670 |
| Information Services | Librarian Yzaguirre A. | \$ 515.36 | 16 | \$ 515.36 | | 536.00 | 27,360 |
| Information Services | Casual Employees Various | \$ 118.00 | 4 | \$ 130.40 | N/A | 130.40 | 6,807 |
| Information Services | Library Asst. D. Murphy | \$ 565.00 | 20 | \$ 581.80 | N/A | - | 30,370 |
| Information Services | Longevity | \$ 1,850.00 | N/A | \$ 3,750.00 | N/A | - | 3,750 |
| Aquisitions and Cataloging Services | Supervisor A. Christiansen | \$ 1,395.45 | 35 | \$ 1,495.20 | L16S -4/ L16S 5 07/17/26 | 1,555.05 | 81,030 |
| Aquisitions and Cataloging Services | Acquisitions Spec. J Reinhart | \$ 1,097.36 | 35 | \$ 1,097.60 | N/A | | 57,295 |

**Library Operating Request FY27
Department: 610**

| Department | Job Title Employee Name | FY26 Ending Rate 6/30/26 | HRS/Week | FY27 Starting Rate 7/1/26 | Group - Step Step Date | Step Adjustment Rate | FY27 Total Salary |
|-------------------------------------|------------------------------------|---|-----------------|--|-----------------------------------|-------------------------------------|------------------------------|
| Aquisitions and Cataloging Services | Cataloging Spec. R Hobson | \$ 947.10 | 35 | \$ 1,012.90 | L06-6/L06-7 02/07/27 | 1,054.20 | 53,716 |
| Aquisitions and Cataloging Services | Cataloging Spec. A Nolan | \$ 396.16 | 35 | \$ 901.60 | L06-1/L06-2 02/07/26 | 901.60 | 47,064 |
| Aquisitions and Cataloging Services | Library Asst. L. Keen | \$ 371.36 | 0 | \$ - | N/A | | - |
| Aquisitions and Cataloging Services | Library Asst. H. Harada | \$ 988.75 | 35 | \$ 1,018.15 | N/A | | 53,147 |
| Aquisitions and Cataloging Services | Longevity | \$ 875.00 | N/A | \$ 2,500.00 | N/A | | 2,000 |
| Technology | IT Director C.Richards | \$ 2,018.53 | 35 | \$ 2,058.90 | N/A | | 107,475 |
| Technology | Technology Asst. S.Thompson | \$ 1,133.65 | 35 | \$ 1,214.15 | L07-6/L07-7 2/02/27 | 1,263.15 | 64,427 |
| Technology | Technology Asst. B.Ferreira | \$ 1,007.65 | 35 | \$ 1,080.10 | L07-2/L07- 3 3/27/26 | 1,123.15 | 56,967 |
| Technology | Librarian J. Spicer | \$ 1,172.50 | 35 | \$ 1,172.50 | L14-2 7/01/2026 | | 61,205 |
| Administration | Director J. Jurgensen | \$ 2,896.24 | 35 | \$ 3,106.42 | N/A | | 162,155 |
| Administration | Asst.Director M. Techler | \$ 2,000.77 | 35 | \$ 2,040.79 | N/A | | 106,529 |
| Administration | Office Admin. M. Stagnone | \$ 1,207.50 | 35 | \$ 1,242.36 | L5 8/20/2026 | 1,276.63 | 66,393 |
| Administration | Admin. Support Mgr. J. DiBiase | \$ 1,525.82 | 35 | \$ 1,525.82 | N/A | | 79,648 |



TOWN OF WELLESLEY
Fiscal Year 2027-- OPERATING BUDGET REQUEST
Recreation Department: Mission, Services & Priorities

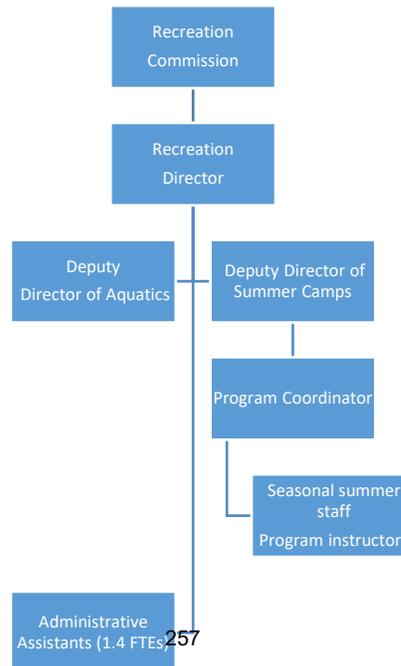
Mission Statement

The Recreation Commission’s mission is “To increase people’s enjoyment of living in Wellesley and build a deeper sense of community, as we provide recreational and educational opportunities to all Wellesley residents, regardless of age, ability & means.”

Organizational Structure

The Recreation Department’s 5.4 employees include a Director, Deputy Director (2X), Program Coordinator, full time secretary and part time secretary. These department salaries and expenses are funded by taxes, with a 2027 request of \$521,555.

In addition to the permanent staff, the Recreation Department employs over 100 seasonal employees to administer summer camp and Morses Pond beach programming and over 100 vendors were hired to administer the 511 recreation programs that ran in FY 2025. These costs are funded by user charges, external donations, and internal scholarships.





TOWN OF WELLESLEY
Fiscal Year 2027-- OPERATING BUDGET REQUEST
Recreation Department: Mission, Services & Priorities

Previous Accomplishments

In FY 2025, the Recreation Department offered 570 programs, of which 511 programs received enough participants to be self-supporting (before general fund employee costs)

- 15,701 people participated in seasonal programs
- 1,865 people purchased season passes with 9,928 came through the “turnstile” throughout summer 2024.
- Morses Pond Beach & Bathhouse Feasibility and Design study continued
- Recreation Department revolving account budget:.
 - Revenue = \$1,612,853
 - Expenses = \$1,192,373
 - Shared/Operating Costs = \$92,533
 - Surplus = \$327,947
 - Returned to General Fund
 - \$400k approved at ATM 2025 to start new Recreation Department MGL 53 E ½ Revolving Fund

Department Goals

- Complete Morses Pond Beach & Bathhouse Design & Permitting
- Return programming to pre-pandemic numbers
- Re-establish teen Center program to pre-pandemic numbers
- Re-imagined and rebuild of summer camp program
- Establish financial reporting with new revolving account

Warrant Article Requests

- N/A

Operating Budget Summary



TOWN OF WELLESLEY
Fiscal Year 2027-- OPERATING BUDGET REQUEST
Recreation Department: Mission, Services & Priorities

The Recreation Department will be submitting a tax impact operating budget with a 2.18%, or \$11,104, increase for FY 2027. This is below the FY2027 guideline.

Revenue Explanation

Outside of the tax impact-operating budget, the Recreation Department oversees a “pay to play “Recreation revolving fund. All fees collected to run our program offerings, summer camp & Morses Pond beach admission cycles through this revolving fund. Revolving Fund revenue for fiscal 2027 is expected to exceed \$1.5 million.

5 Year Capital Plan

FY’27 – none

FY’28 – none

FY’29 – none

FY’30 – none

FY’31 – none



Town of Wellesley

FY2027 Budget Request

Recreation Commission Operating Request

Department: 630

Department Head: Matt Chin, Recreation Director

| DEPARTMENT EXPENDITURES | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Change FY26-27 |
|------------------------------------|------------------------|------------------------|------------------------|------------------------|-------------------------|--------------------------------|-----------------------------|
| Personal Services | | | | | | | |
| Director | \$ 102,887 | \$ 107,743 | \$ 113,343 | \$ 122,765 | \$ 125,221 | \$ 2,456 | 2.00% |
| Other Professionals | 214,163 | 228,445 | 249,641 | 280,984 | 286,603 | \$ 5,620 | 2.00% |
| Support Staff | 67,382 | 73,824 | 67,109 | 81,703 | 84,181 | \$ 2,478 | 3.03% |
| Longevity | - | - | - | - | - | \$ - | 0% |
| Subtotal, Personal Services | 384,432 | 410,012 | 430,093 | 485,452 | 496,005 | \$ 10,554 | 2.17% |
| Expenses | 21,338 | 17,225 | 14,497 | 25,000 | 25,550 | \$ 550 | 2.20% |
| Encumbered Expenses | - | - | - | - | - | \$ - | 0% |
| Subtotal, Expenses | 21,338 | 17,225 | 14,497 | 25,000 | 25,550 | \$ 550 | 2.20% |
| Total | \$ 405,771 | \$ 427,237 | \$ 444,590 | \$ 510,452 | \$ 521,555 | \$ 11,104 | 2.18% |

| PERMANENT STAFFING (FTEs) | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request |
|----------------------------------|------------------------|------------------------|------------------------|------------------------|-------------------------|
| Position Titles: | | | | | |
| Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Deputy Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Associate Director | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Secretary | 1.4 | 1.4 | 1.4 | 1.4 | 1.4 |
| Program Coordinator | <u>1.0</u> | <u>1.0</u> | <u>1.0</u> | <u>1.0</u> | <u>1.0</u> |
| Total Number of Positions | 5.4 | 5.4 | 5.4 | 5.4 | 5.4 |

Recreation Department FY27 Operating Budget Request

| Org | Object | Account # 01-630 Account Title | Explanation | FY23 Actual | FY24 Actual | FY25 Actual | FY26 Budget | FY27 Request | \$ Variance FY26-27 | % Variance FY26-27 |
|-----|--------|-----------------------------------|-------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|
|-----|--------|-----------------------------------|-------------|----------------|----------------|----------------|----------------|-----------------|------------------------|-----------------------|

PERSONAL SERVICES

| | | | | | | | | | | |
|----------|--------|---------------------------|---|----------------|----------------|----------------|----------------|----------------|---------------|--------------|
| 01630100 | 511010 | Senior Administrator | Director | \$ 102,887 | \$ 107,743 | \$ 113,343 | \$ 122,765 | \$ 125,221 | 2,456 | 2.00% |
| 01630100 | 511220 | Other Professionals | Deputy Director, Associate Director, Program Coordinator | \$ 214,163 | \$ 228,445 | \$ 249,641 | \$ 280,984 | \$ 286,603 | 5,620 | 2.00% |
| 01630100 | 511370 | Clerical | Secretary I and II | \$ 67,382 | \$ 73,824 | \$ 67,109 | \$ 81,703 | \$ 84,181 | 2,478 | 3.03% |
| 01630100 | 512590 | Recognition Award Payment | | - | | | | | - | 0.00% |
| 01630100 | 515050 | Longevity | Longevity for Support Staff | - | - | | | | - | 0.00% |
| | | | PERSONAL SERVICES SUBTOTAL | 384,432 | 410,012 | 430,093 | 485,452 | 496,005 | 10,554 | 2.17% |

EXPENSES

| | | | | | | | | | | |
|----------|--------|-------------------------------------|---|---------------|---------------|---------------|---------------|---------------|------------|--------------|
| 01630200 | 527050 | Copier Machines Rental/Lease | | | | | | | - | 0.00% |
| 01630200 | 542010 | Office Supplies | | | | | | | - | 0.00% |
| 01630200 | 557010 | Youth & Teen Programming | | 5,713 | 296 | - | 5,000 | 5,150 | 150 | 3.00% |
| 01630207 | 521010 | Electricity - Warren Building | | | | | | | - | 0.00% |
| 01630207 | 521020 | Natural Gas | | | | | | | - | 0.00% |
| 01630208 | 524015 | Grounds Maintenance | | 163 | 86 | | | | - | 0.00% |
| 01630208 | 546040 | Morses Pond Water Treatment | | 15,462 | 16,843 | 14,497 | 10,000 | 10,200 | 200 | 2.00% |
| 01630208 | 546040 | Morses Pond Safety & Maintenance | | - | - | - | 10,000 | 10,200 | 200 | 2.00% |
| | | | EXPENSE SUBTOTAL | 21,338 | 17,225 | 14,497 | 25,000 | 25,550 | 550 | 2.20% |
| 01630809 | 570000 | Other charges & Expenses | Encumbered Expenses from Prior Fiscal year | | | | | | - | 0.00% |

| | | | | | | | | | | |
|--|--|--|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|--------------|
| | | | DEPARTMENT TOTAL | \$ 405,771 | \$ 427,237 | \$ 444,590 | \$ 510,452 | \$ 521,555 | 11,104 | 2.18% |
|--|--|--|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|--------------|

| Recreation Department FY27 Operating Budget Request | | | | | | |
|---|---------------------------------|----------------------|------------------------------|----------------------------|---------------------|-------------------------|
| Job Title Employee Name | FY26 Rate as of 6/30/2026 | FY27 RATE REQUEST*** | | | | |
| | | Group - Step | FY27 Starting Rate 7/1/26 | Step Adjustment Date | Adjusted Rate | Total Budget Request |
| Director Matthew Chin | \$ 2,351.84 | A13 | \$ 2,398.88 | N/A | N/A | 125,221 |
| Deputy Director Norton | \$ 1,936.52 | A12 | \$ 1,975.25 | N/A | N/A | 103,108 |
| Associate Director Jennifer Lawlor | \$ 1,936.52 | A12 | \$ 1,975.25 | N/A | N/A | 103,108 |
| Program Coordinator Heidi Stapleton | \$ 1,509.79 | A7 | \$ 1,539.99 | N/A | N/A | 80,387 |
| Secretary I (part time) | \$ 468.16 | B3-8 | \$ 477.52 | N/A | N/A | 24,927 |
| Secretary II Matt Glick | \$ 1,092.00 | B3-4 | \$ 1,113.84 | 10/21/2026 B3-5 | \$ 1,144.54 | \$ 59,254 |
| Longevity | N/A | N/A | \$ - | N/A | N/A | - |
| | | | | | Total Salary | \$ 496,005 |

Note: FY27 Salary is based on a 52.2 week year.

| | | |
|---------------------|-------|-------|
| H-Table increase | 2.00% | 1.020 |
| S-Table increase | 2.00% | 1.020 |
| Pay weeks in FY27 = | 52.2 | |