



# 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 - %
		<b>GENERAL GOVERNMENT</b>										
		<b>Administration</b>										
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%
		<b>Subtotal - General &amp; Financial Srvs.</b>	<b>\$ 2,922,410</b>	<b>\$ 1,120,541</b>	<b>\$ 4,042,951</b>	<b>\$ 3,003,738</b>	<b>\$ 1,198,241</b>	<b>\$ 4,201,979</b>	<b>\$ 81,328</b>	<b>\$ 77,700</b>	<b>\$ 159,028</b>	<b>3.93%</b>
		<b>Facilities</b>										
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%
		<b>Subtotal - Facilities Management</b>	<b>\$ 5,778,023</b>	<b>\$ 4,606,182</b>	<b>\$ 10,384,205</b>	<b>\$ 5,845,659</b>	<b>\$ 4,827,921</b>	<b>\$ 10,673,580</b>	<b>\$ 67,636</b>	<b>\$ 221,739</b>	<b>\$ 289,375</b>	<b>2.79%</b>
		<b>Human Services</b>										
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%
		<b>Subtotal - Human Srvs.</b>	<b>\$ 660,573</b>	<b>\$ 197,154</b>	<b>\$ 857,727</b>	<b>\$ 676,127</b>	<b>\$ 203,965</b>	<b>\$ 880,092</b>	<b>\$ 15,554</b>	<b>\$ 6,811</b>	<b>\$ 22,365</b>	<b>2.61%</b>
		<b>Selectmen Shared Services</b>										
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%
		<b>Subtotal - Sel. Shared Services</b>	<b>\$ -</b>	<b>\$ 1,695,592</b>	<b>\$ 1,695,592</b>	<b>\$ -</b>	<b>\$ 1,745,200</b>	<b>\$ 1,745,200</b>	<b>\$ -</b>	<b>\$ 49,608</b>	<b>\$ 49,608</b>	<b>2.93%</b>
		<b>Select Board Appointed Committees</b>										
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%
		<b>Subtotal - Sel. Appnted Comms.</b>	<b>\$ 96,753</b>	<b>\$ 45,180</b>	<b>\$ 141,933</b>	<b>\$ 100,286</b>	<b>\$ 46,635</b>	<b>\$ 146,921</b>	<b>\$ 3,533</b>	<b>\$ 1,455</b>	<b>\$ 4,988</b>	<b>3.51%</b>
		<b>GENERAL GOVERNMENT SUBTOTAL</b>	<b>\$ 9,457,759</b>	<b>\$ 7,664,649</b>	<b>\$ 17,122,408</b>	<b>\$ 9,625,810</b>	<b>\$ 8,021,962</b>	<b>\$ 17,647,772</b>	<b>\$ 168,051</b>	<b>\$ 357,313</b>	<b>\$ 525,364</b>	<b>3.07%</b>
		<b>Public Safety</b>										
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%
		<b>Subtotal - Public Safety</b>	<b>\$ 16,126,569</b>	<b>\$ 1,461,196</b>	<b>\$ 17,587,765</b>	<b>\$ 16,472,516</b>	<b>\$ 1,512,856</b>	<b>\$ 17,985,372</b>	<b>\$ 345,947</b>	<b>\$ 51,660</b>	<b>\$ 397,607</b>	<b>2.26%</b>
		<b>SELECT BOARD OPERATING SUBTOTAL</b>	<b>\$ 25,584,328</b>	<b>\$ 9,125,845</b>	<b>\$ 34,710,173</b>	<b>\$ 26,098,326</b>	<b>\$ 9,534,818</b>	<b>\$ 35,633,144</b>	<b>\$ 513,998</b>	<b>\$ 408,973</b>	<b>\$ 922,971</b>	<b>2.66%</b>
		<b>CAPITAL &amp; DEBT</b>										
		<b>Tax Impact Capital</b>										
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%
		<b>Subtotal - Capital</b>	<b>\$ -</b>	<b>\$ 2,377,376</b>	<b>\$ 2,377,376</b>	<b>\$ -</b>	<b>\$ 1,941,554</b>	<b>\$ 1,941,554</b>	<b>\$ -</b>	<b>\$ (435,822)</b>	<b>\$ (435,822)</b>	<b>-18.33%</b>

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	<b>Debt Service</b>										
		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%
		<b>Subtotal - Debt Service</b>	\$ -	\$ 3,568,406	\$ 3,568,406	\$ -	\$ 5,235,122	\$ 5,235,122	\$ -	\$ 1,666,716	\$ 1,666,716	46.71%
		<b>CAPITAL &amp; DEBT SUBTOTAL</b>	\$ -	\$ 5,945,782	\$ 5,945,782	\$ -	\$ 7,176,676	\$ 7,176,676	\$ -	\$ 1,230,894	\$ 1,230,894	20.70%
		<b>Employee Benefits</b>										
	910	Retirement	-	9,310,462	9,310,462	-	9,225,765	9,225,765	-	(84,697)	(84,697)	-0.91%
	912	Workers Comp	-	740,348	740,348	-	725,963	725,963	-	(14,385)	(14,385)	-1.94%
	913	Unemployment Compensation	-	100,000	100,000	-	100,000	100,000	-	-	-	0.00%
	914	Group Insurance	-	25,598,232	25,598,232	-	28,304,234	28,304,234	-	2,706,002	2,706,002	10.57%
	919	OPEB Inside Levy	-	3,100,000	3,100,000	-	3,000,000	3,000,000	-	(100,000)	(100,000)	-3.23%
	950	Compensated Absences	-	130,000	130,000	-	130,000	130,000	-	-	-	0.00%
		<b>SHARED COST SUBTOTAL</b>	\$ -	\$ 38,979,042	\$ 38,979,042	\$ -	\$ 41,485,962	\$ 41,485,962	\$ -	\$ 2,506,920	\$ 2,506,920	6.43%
		<b>SPECIAL ITEMS</b>										
		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%
		<b>SPECIAL ITEMS SUBTOTAL</b>	\$ -	\$ 2,417,358	\$ 2,417,358	\$ -	\$ 2,469,672	\$ 2,469,672	\$ -	\$ 52,315	\$ 52,315	2.16%
		<b>SB TOTAL TAX IMPACT BUDGET</b>	\$ 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%
		<b>SB TOTAL TAX IMPACT (LESS EXEMPT DEBT)</b>	\$ 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%
		<b>NON-TAX IMPACT ITEMS</b>										
	27-293	Traffic & Parking Ops.	127,235	615,900	743,135	127,235	643,600	770,835	-	27,700	27,700	3.73%
		<b>NON-TAX IMPACT TOTAL</b>	\$ 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%
		<b>Non-Select Board Departments Total</b>	\$ 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%
		<b>DPW Operating Total</b>	\$ 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

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#### **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

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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

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#### **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

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- 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

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#### **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.

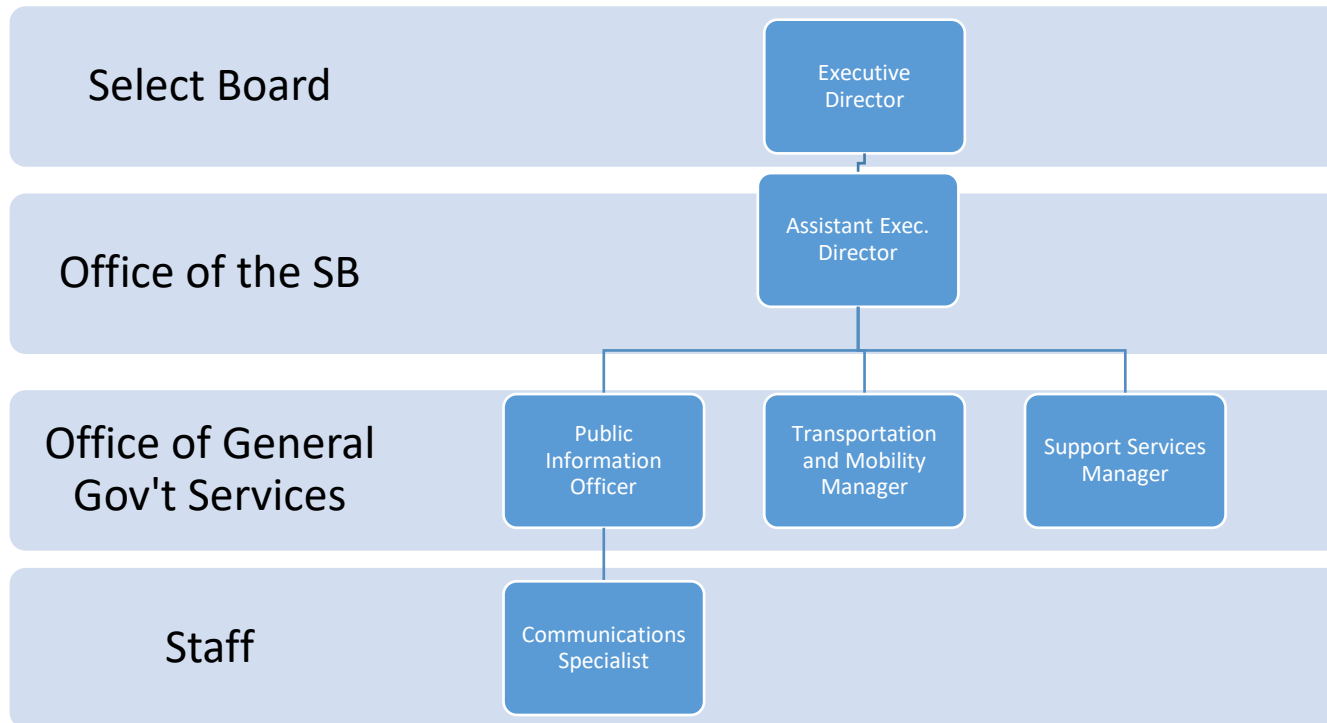


Town of *Wellesley*

FY2027 Budget Request

Executive Director Operating Narrative: Mission, Services & Priorities

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# Town of *Wellesley*

## FY2027 Budget Request

### Executive Director Operating Request

Department: 122

Department Head: Meghan C. Jop, Executive Director

<b>DEPARTMENT EXPENDITURES</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
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%
<b>Subtotal, Personal Services</b>	<b>502,582</b>	<b>544,518</b>	<b>705,308</b>	<b>764,068</b>	<b>786,922</b>	<b>22,853</b>	<b>2.99%</b>
Expenses	21,614	28,505	30,808	49,000	50,450	\$ 1,450	2.96%
Encumbrances	-	700	-	-	-	\$ -	0.00%
	<b>21,614</b>	<b>29,205</b>	<b>30,808</b>	<b>49,000</b>	<b>50,450</b>	<b>1,450</b>	<b>2.96%</b>
<b>TOTAL</b>	<b>\$ 524,196</b>	<b>\$ 573,723</b>	<b>\$ 736,115</b>	<b>\$ 813,068</b>	<b>\$ 837,372</b>	<b>\$ 24,303</b>	<b>2.99%</b>

<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
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*	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>Total Number of Positions</b>	<b>5.0</b>	<b>5.0</b>	<b>6.0</b>	<b>7.0</b>	<b>7.0</b>

\* 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
<b>PERSONAL SERVICES</b>										
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%
			<b>PERSONAL SERVICES SUBTOTAL</b>	<b>502,582</b>	<b>544,518</b>	<b>705,308</b>	<b>764,068</b>	<b>786,922</b>	<b>22,853</b>	<b>2.99%</b>
<b>EXPENSES</b>										
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%
			<b>EXPENSES SUBTOTAL</b>	<b>21,614</b>	<b>28,505</b>	<b>30,808</b>	<b>49,000</b>	<b>50,450</b>	<b>\$ 1,450</b>	<b>2.96%</b>
	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal		700	-				0.00%
			<b>DEPARTMENT TOTAL</b>	<b>\$ 524,196</b>	<b>\$ 573,723</b>	<b>\$ 736,115</b>	<b>\$ 813,068</b>	<b>\$ 837,372</b>	<b>\$ 24,303</b>	<b>2.99%</b>

# 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 <sup>1</sup> 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	-	
<sup>1</sup> . 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

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## 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.

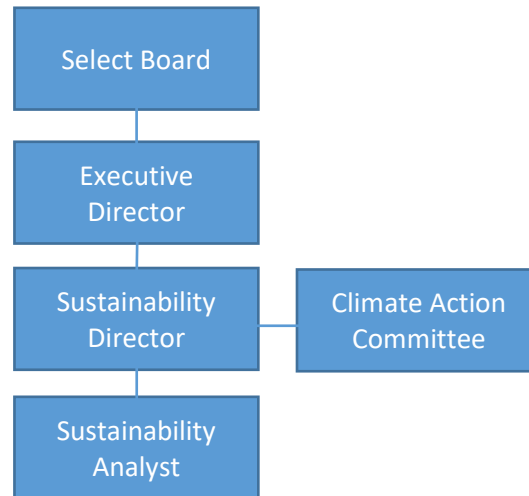
### Organizational Structure

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

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**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

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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

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**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

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#### **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

<b>Climate Action Committee Operating Request</b>									
<b>Org</b>	<b>Object</b>	<b>Account Title</b>	<b>Actual FY23</b>	<b>Actual FY24</b>	<b>Actual FY25</b>	<b>Budget FY26</b>	<b>Request FY27</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
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%
		<b>PERSONAL SERVICES SUBTOTAL</b>	<b>\$ 106,830</b>	<b>\$ 154,954</b>	<b>\$ 161,898</b>	<b>\$ 173,234</b>	<b>\$ 176,699</b>	<b>3,465</b>	<b>2.00%</b>
01126200	579999	ICLEI Dues	1,200	1,200	1,200	1,200	<b>1,500</b>	<b>300</b>	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%
		<b>EXPENSES SUBTOTAL</b>	<b>\$ 3,908</b>	<b>\$ 4,235</b>	<b>\$ 4,718</b>	<b>\$ 10,291</b>	<b>\$ 10,591</b>	<b>300</b>	<b>2.92%</b>
	57000	Encumbrances	-	120	1,491	-		-	0.00%
		<b>TOTAL</b>	<b>\$ 110,739</b>	<b>\$ 159,189</b>	<b>\$ 166,616</b>	<b>\$ 183,525</b>	<b>\$ 187,290</b>	<b>3,765</b>	<b>2.05%</b>



# Town of Wellesley

## FY2027 Budget Request

### Climate Action Committee Operating Request

Department : 126

Department Head: Marybeth Martello, Sustainability Director

<b>DEPARTMENT EXPENDITURES</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
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%
<b>Subtotal, Personal Services</b>	<b>106,830</b>	<b>154,954</b>	<b>161,898</b>	<b>173,234</b>	<b>176,699</b>	<b>3,465</b>	<b>2.00%</b>
General Expenses	3,908	4,235	4,718	10,291	10,591	300	2.92%
Encumbrances	-	120	1,491	-	-	-	0%
<b>Subtotal, Expenses</b>	<b>3,908</b>	<b>4,355</b>	<b>6,210</b>	<b>10,291</b>	<b>10,591</b>	<b>300</b>	<b>2.92%</b>
<b>TOTAL</b>	<b>\$ 110,739</b>	<b>\$ 159,309</b>	<b>\$ 168,107</b>	<b>\$ 183,525</b>	<b>\$ 187,290</b>	<b>\$ 3,765</b>	<b>2.05%</b>

<b>FTE</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
Director	1.00	1.00	1.00	1.00	1.00
Analyst	1.00	1.00	1.00	1.00	1.00
	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

#### **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%
		<b>PERSONAL SERVICES SUBTOTAL</b>	<b>\$ 106,830</b>	<b>\$ 154,954</b>	<b>\$ 161,898</b>	<b>\$ 173,234</b>	<b>\$ 176,699</b>	<b>3,465</b>	<b>2.00%</b>
01126200	579999	ICLEI Dues	1,200	1,200	1,200	1,200	<b>1,500</b>	<b>300</b>	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%
		<b>EXPENSES SUBTOTAL</b>	<b>\$ 3,908</b>	<b>\$ 4,235</b>	<b>\$ 4,718</b>	<b>\$ 10,291</b>	<b>\$ 10,591</b>	<b>300</b>	<b>2.92%</b>
	57000	Encumbrances	-	120	1,491	-		-	0.00%
		<b>TOTAL</b>	<b>\$ 110,739</b>	<b>\$ 159,189</b>	<b>\$ 168,107</b>	<b>\$ 183,525</b>	<b>\$ 187,290</b>	<b>3,765</b>	<b>2.05%</b>

**126 Climate Action Committee FY27 Operating Request**

<b>Job Title Employee Name</b>	<b>FY26 Rate as of 6/30/26</b>	<b>Group - Step</b>	<b>FY27 Hrly rate</b>	<b>Hrs/Week</b>	<b>FY27 Rate as of 7/1/26</b>	<b>Step adjustment Rate</b>	<b>Adjusted Date</b>	<b>General Fund Budget Request</b>
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
								<b>\$ 176,699</b>

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

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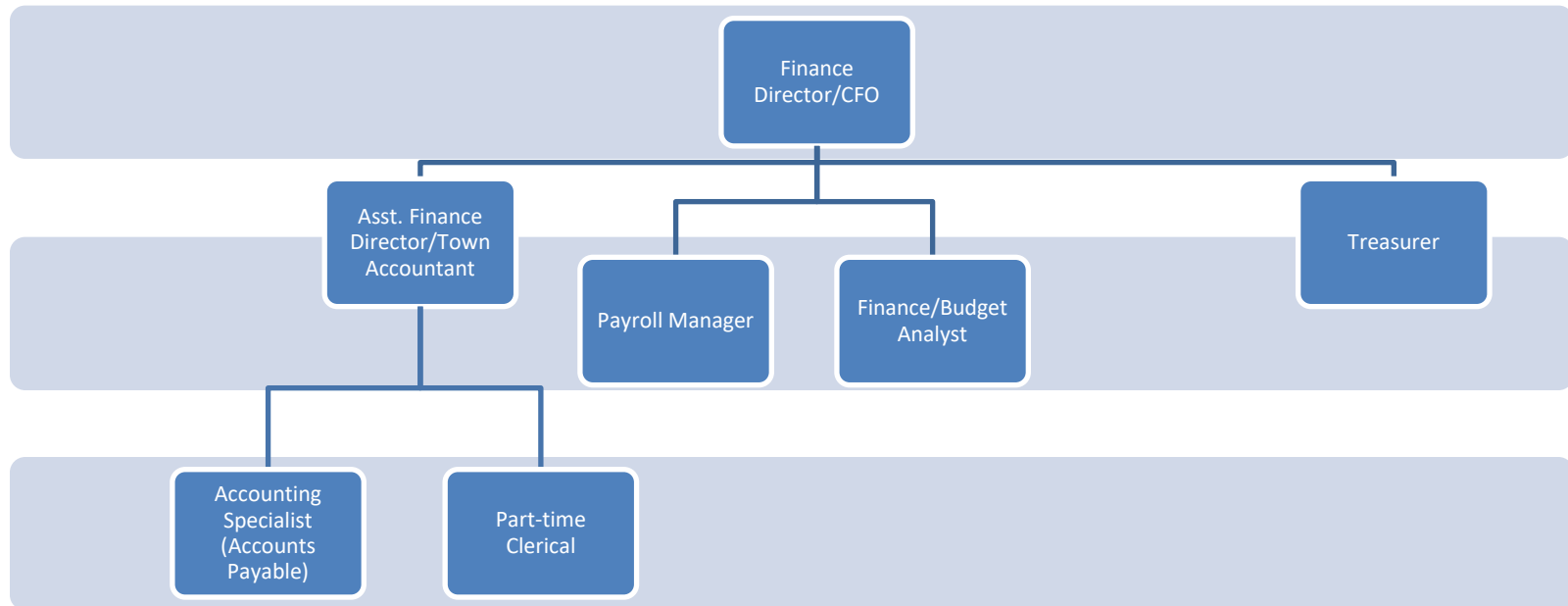
Mission

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%
<b>Subtotal, Personal Services</b>	<b>436,437</b>	<b>460,349</b>	<b>465,718</b>	<b>616,432</b>	<b>634,882</b>	<b>18,450</b>	<b>2.99%</b>
Expenses	4,999	10,005	5,041	14,100	14,450	\$ 350	2.48%
Encumbrances	-	10	-	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>4,999</b>	<b>10,015</b>	<b>5,041</b>	<b>14,100</b>	<b>14,450</b>	<b>350</b>	<b>2.48%</b>
<b>Total</b>	<b>\$ 441,436</b>	<b>\$ 470,364</b>	<b>\$ 470,760</b>	<b>\$ 630,532</b>	<b>\$ 649,332</b>	<b>\$ 18,800</b>	<b>2.98%</b>

<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>
<b>Total Number of Positions</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>

\* 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
<b>PERSONAL SERVICES</b>									
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%
			<b>437,133</b>	<b>460,349</b>	<b>465,718</b>	<b>616,432</b>	<b>634,882</b>	<b>18,450</b>	<b>2.99%</b>
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%
			<b>4,999</b>	<b>10,005</b>	<b>5,041</b>	<b>14,100</b>	<b>14,450</b>	<b>350</b>	<b>2.48%</b>
	570000	Other Charges & Expenses	-	10	-	-		\$ -	0.00%
			<b>\$ 442,131</b>	<b>\$ 470,364</b>	<b>\$ 470,760</b>	<b>\$ 630,532</b>	<b>\$ 649,332</b>	<b>18,800</b>	<b>2.98%</b>

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	

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

<sup>2</sup> Accounting Assistance for Veteran's District. Assessment offset moved to Human Resources budgeget 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

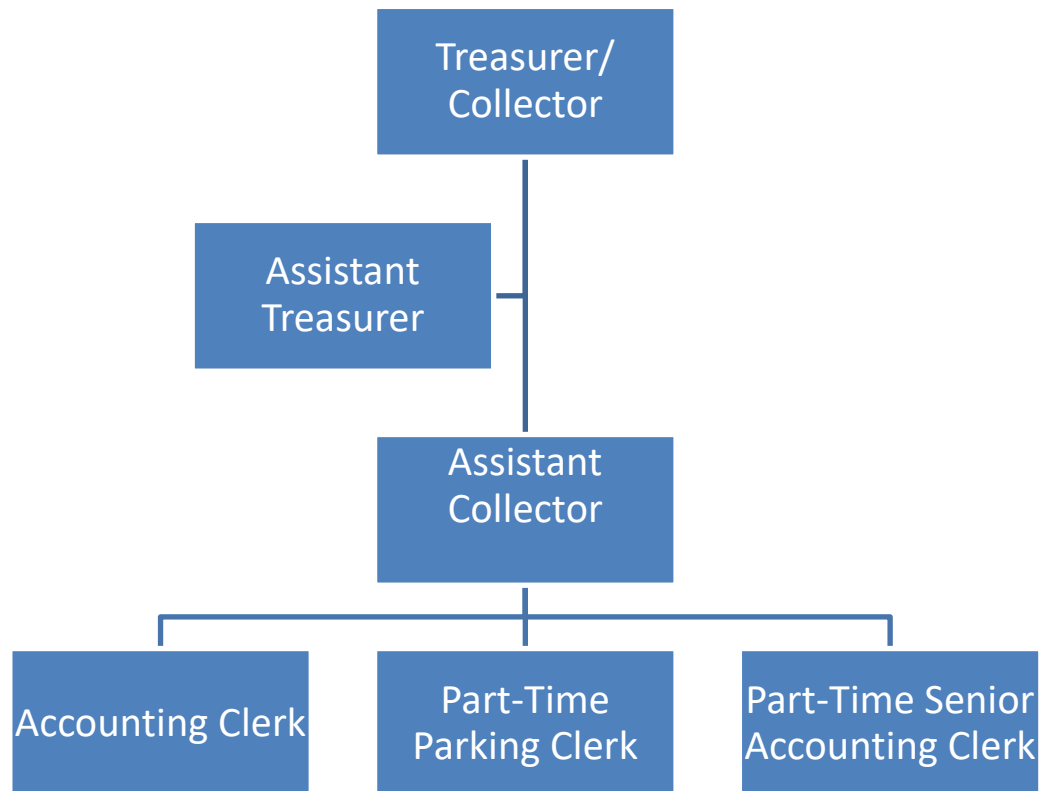
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#### Mission

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

<b>DEPARTMENT EXPENDITURES</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
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%
<b>Subtotal, Personal Services</b>	<b>288,488</b>	<b>344,715</b>	<b>363,999</b>	<b>463,239</b>	<b>476,468</b>	<b>13,229</b>	<b>2.86%</b>
Expenses	89,989	100,870	116,489	140,700	144,900	4,200	2.99%
Encumbered Expended	-	205	1,665	-	-	-	0.00%
<b>Subtotal, Expenses</b>	<b>89,989</b>	<b>101,074</b>	<b>118,154</b>	<b>140,700</b>	<b>144,900</b>	<b>4,200</b>	<b>2.99%</b>
<b>TOTAL TAX IMPACT</b>	<b>\$ 378,477</b>	<b>\$ 445,789</b>	<b>\$ 482,153</b>	<b>\$ 603,939</b>	<b>\$ 621,368</b>	<b>\$ 17,429</b>	<b>2.89%</b>

<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
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
<b>Total Number of Positions</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>5.0</b>	<b>5.0</b>

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
<b>PERSONAL SERVICES</b>										
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%
			<b>PERSONAL SERVICES SUBTOTAL</b>	<b>\$ 288,488</b>	<b>\$ 344,715</b>	<b>\$ 363,999</b>	<b>\$ 463,239</b>	<b>\$ 476,468</b>	<b>\$ 13,229</b>	<b>2.86%</b>
<b>EXPENSES</b>										
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 <b>MCTA</b> 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 Assistant 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%
			<b>EXPENSES SUBTOTAL</b>	<b>89,989</b>	<b>100,870</b>	<b>116,489</b>	<b>140,700</b>	<b>144,900</b>	<b>\$ 4,200</b>	<b>2.99%</b>
		570000 Other Charges & Expenses	Encumbered expenses from prior fiscal year	-	205	1,665		-	\$ -	0.00%
			<b>DEPARTMENT TOTAL</b>	<b>\$ 378,477</b>	<b>\$ 445,789</b>	<b>\$ 482,153</b>	<b>\$ 603,939</b>	<b>\$ 621,368</b>	<b>17,429</b>	<b>2.89%</b>

Treasurer/Collector Department Operating Request								
Job Title Employee Name	FY26 Rate as of 6/30/26	FY27 RATE REQUEST						
		Group - Step	Hrs/Week	FY27 Starting Rate 7/1/2026	Adjustment Date	Group - Step	Step adjustment Rate	Total Budget Request
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							-
								<b>\$ 476,468</b>
*Note: FY27 Salary is based on a 52.2 week year.								

Assumptions:

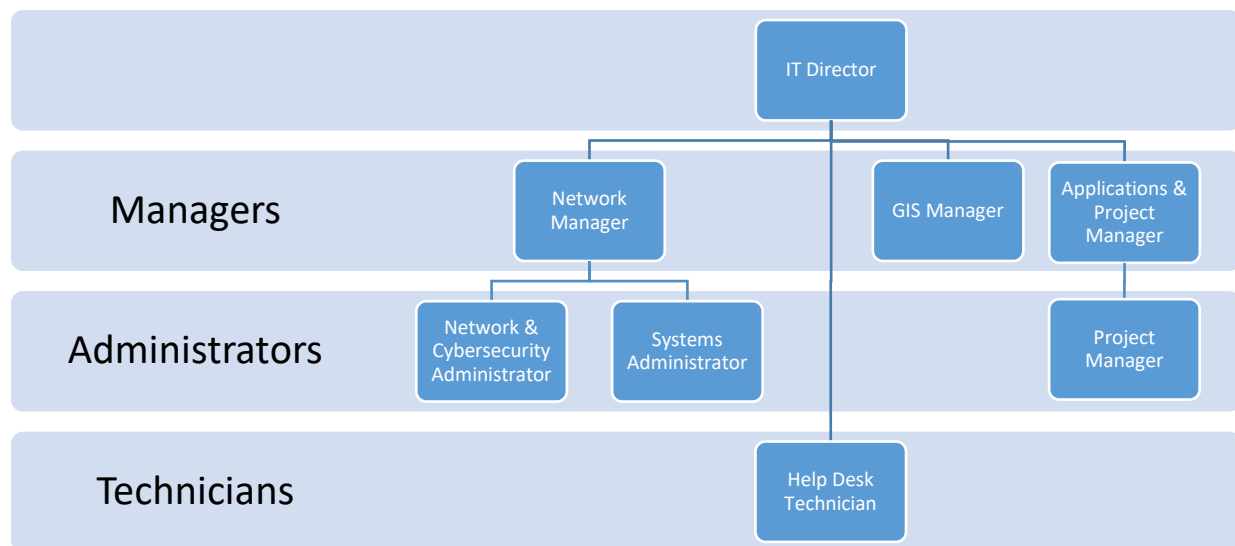
H-Table	2.00%	1.0200
S-Table	2.00%	1.0200
Pay weeks in FY27 =		52.2



## 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

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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

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

#### PERMANENT STAFFING (FTEs)

	<u>FY23 Actual</u>	<u>FY24 Actual</u>	<u>FY25 Actual</u>	<u>FY26 Budget</u>	<u>FY27 Request</u>
Position Titles:					
Director	1.0	1.0	1.0	1.0	1.0
Managers	3.0	3.0	3.0	3.0	3.0
Administrators	3.0	3.0	3.0	3.0	3.0
Technicians	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>Total Number of Positions</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

**Information Technology Department Operating Request**

<b>Org</b>	<b>Object</b>	<b>Account # 01-155 Account Title</b>	<b>Explanation</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
<b><u>PERSONAL SERVICES</u></b>										
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%
			<b>PERSONAL SERVICES SUBTOTAL</b>	<b>620,647</b>	<b>670,423</b>	<b>763,175</b>	<b>905,437</b>	<b>928,767</b>	<b>\$ 23,330</b>	<b>2.58%</b>
<b><u>EXPENSES</u></b>										
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	<del>Information Technology Services</del> 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**

<b>Org</b>	<b>Object</b>	<b>Account # 01-155 Account Title</b>	<b>Explanation</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
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%
			<b>EXPENSES SUBTOTAL</b>	<b>544,082</b>	<b>610,038</b>	<b>754,887</b>	<b>889,600</b>	<b>960,600</b>	<b>71,000</b>	<b>7.98%</b>
	570000	Other Charges & Expenses	Encumbered expenses (invoices received/paid in the following fiscal year)	63,556	115,920	44,418				
			<b>EXPENSES TOTAL</b>	<b>607,638</b>	<b>725,959</b>	<b>799,305</b>	<b>889,600</b>	<b>960,600</b>	<b>71,000</b>	<b>7.98%</b>
			<b>DEPARTMENT TOTAL</b>	<b>1,228,285</b>	<b>1,396,382</b>	<b>1,562,480</b>	<b>1,795,037</b>	<b>1,889,366</b>	<b>94,330</b>	<b>5.26%</b>

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 <b>vacant</b>	\$ 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 <b>vacant</b>	\$ 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				
			<b>Total Salary \$</b>	<b>928,767</b>

\*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

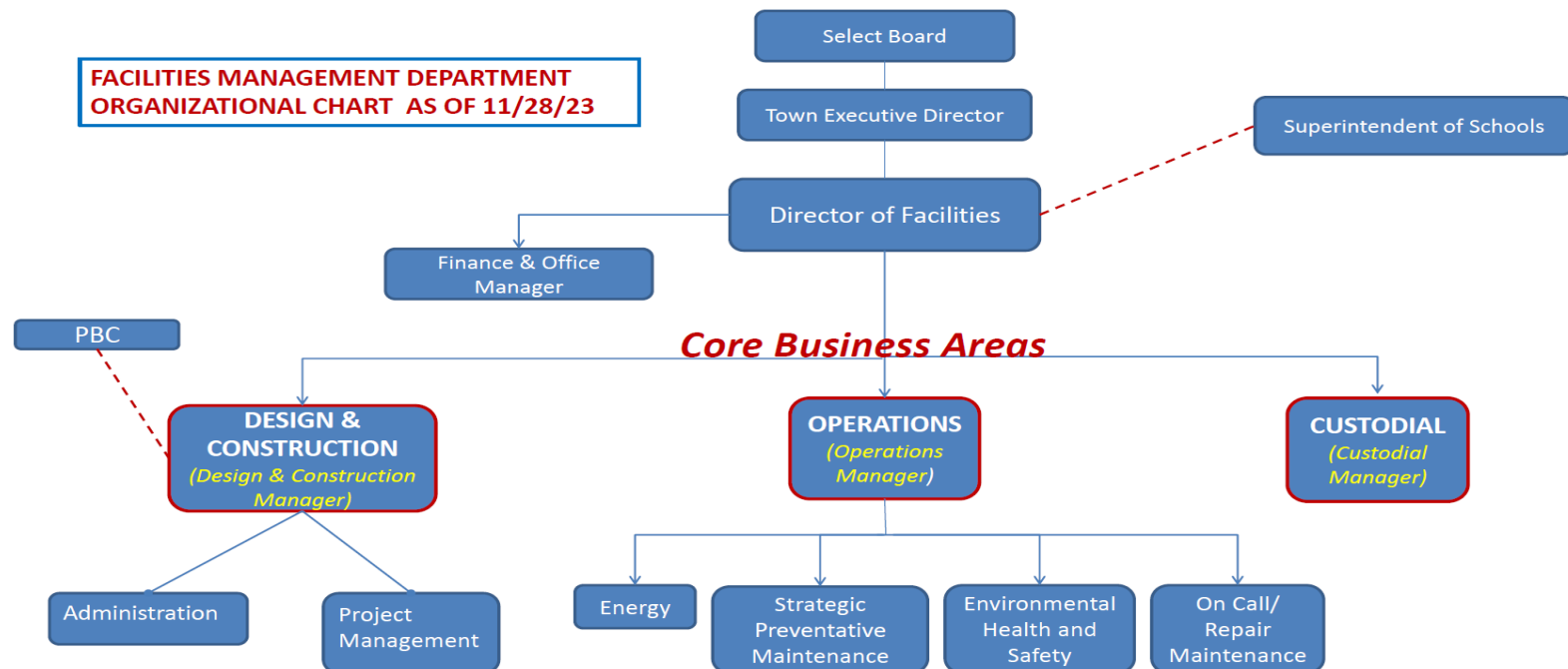
Department Head: Meghan Jop, Executive Director

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%
<b>Total Expenses</b>				<b>\$ 10,231</b>	<b>\$ 13,625</b>	<b>\$ 12,654</b>	<b>\$ 14,600</b>	<b>\$ 15,000</b>	<b>400</b>	<b>2.74%</b>

# 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 25<sup>th</sup> 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><b>Increase Component</b></i>	<i><b>Cost Increase</b></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><b>Total Increase</b></i>	<i><b>\$221,339</b></i>

## **Climate Action Plan**

Sustainability and adherence to the goals of the Town's Climate Action Plan are of critical importance to the FMD. In fact, one of the key tenets of our mission statement states "*Sustainability and energy efficiency are at the forefront of all FMD operations and practices, and staff shall endeavor to incorporate these into all aspects of their work.*" FMD addresses these goals through our daily operations and through capital projects. Energy management is one of the primary responsibilities of FMD's Operations Manager. In addition to tracking use, he is responsible for all aspects of cash-capital projects which are deemed to be energy conservation measures (ECMs). For the past several years our ECMs have included LED Lighting projects, HVAC Recommissioning projects and HVAC Controls upgrade projects. Each of these types of projects results in energy reduction and a commensurate reduction in greenhouse gases. As part of FMD's cash-capital presentation to the Select Board in November 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
<b>Subtotal, Personal Services</b>	<b>\$ 4,849,468</b>	<b>\$ 5,082,488</b>	<b>\$ 5,495,793</b>	<b>\$ 5,778,023</b>	<b>\$ 5,845,659</b>	<b>\$ 67,636</b>	<b>1.17%</b>
Benefits, new position						-	
	<b>4,849,468</b>	<b>5,082,488</b>	<b>5,495,793</b>	<b>5,778,023</b>	<b>5,845,659</b>	<b>\$ 67,636</b>	<b>1.17%</b>
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%
<b>Subtotal, Expenses</b>	<b>3,402,690</b>	<b>3,633,409</b>	<b>4,210,758</b>	<b>4,477,682</b>	<b>4,699,021</b>	<b>\$ 221,339</b>	<b>4.94%</b>
<b>TOTAL</b>	<b>\$ 8,252,158</b>	<b>\$ 8,715,898</b>	<b>\$ 9,706,551</b>	<b>\$ 10,255,705</b>	<b>\$ 10,544,680</b>	<b>\$ 288,975</b>	<b>2.82%</b>

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
<b>Total Number of Positions</b>	<b>72.6</b>	<b>72.6</b>	<b>74.6</b>	<b>74.6</b>	<b>74.6</b>

## 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
<b>PERSONAL SERVICES</b>									
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
		<b>Total Personal Services</b>	<b>4,849,468</b>	<b>5,082,488</b>	<b>5,495,793</b>	<b>5,778,023</b>	<b>5,845,659</b>	<b>\$ 67,636</b>	<b>1.17%</b>

### 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 Contractural 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%

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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%

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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%

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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%

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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%

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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%



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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%

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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%



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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%

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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 Supplies	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%

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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%

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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%

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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	-	-		
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%
		<b>Total Expenses</b>	<b>3,402,690</b>	<b>3,524,645</b>	<b>4,164,238</b>	<b>4,477,682</b>	<b>4,699,021</b>	<b>\$ 221,339</b>	<b>4.94%</b>
01192809	570000	Encumbrances		108,764	46,520			-	0.00%
						-			
		<b>Total Request</b>	<b>\$ 8,252,158</b>	<b>\$ 8,715,898</b>	<b>\$ 9,706,551</b>	<b>\$10,255,705</b>	<b>\$10,544,680</b>	<b>\$ 288,975</b>	<b>2.82%</b>

**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	616,951	
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		
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	364,962	
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		
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	130,041	
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		
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	145,643	
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		
01192110	511330	Groh, Ian	Custodian	PAWS	20	0.5	28.36	\$ 567.20	29,494	K15A-6	KFAC	28.36	\$ 567.20				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	150,293	
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		
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	154,532	
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		

**Facilities Management Department FY27 Salaries**

												FY27 RATE REQUEST***						Subtotal by Org/Obj
																	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)	
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	218,864
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	
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	215,594
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	
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	189,256
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	
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	662,613
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	662,613
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	
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	662,613
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	Labitue, 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	729,094	
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	Scafidi, 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		
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	344,061	
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		
																		154,410	
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		
																		169,512	
																	-		
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		
																		20,710	
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		
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	5,100	
01192139	515060	Vacant	Custodian, On Call	OC			24.25	\$ -	2,000	B44F-1	B40S	24.74	\$ -				2,550		
								\$ -	-				\$ -				-	-	

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		
																	\$ 5,845,659	5,845,659	

5,377,540



# 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

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#### **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**

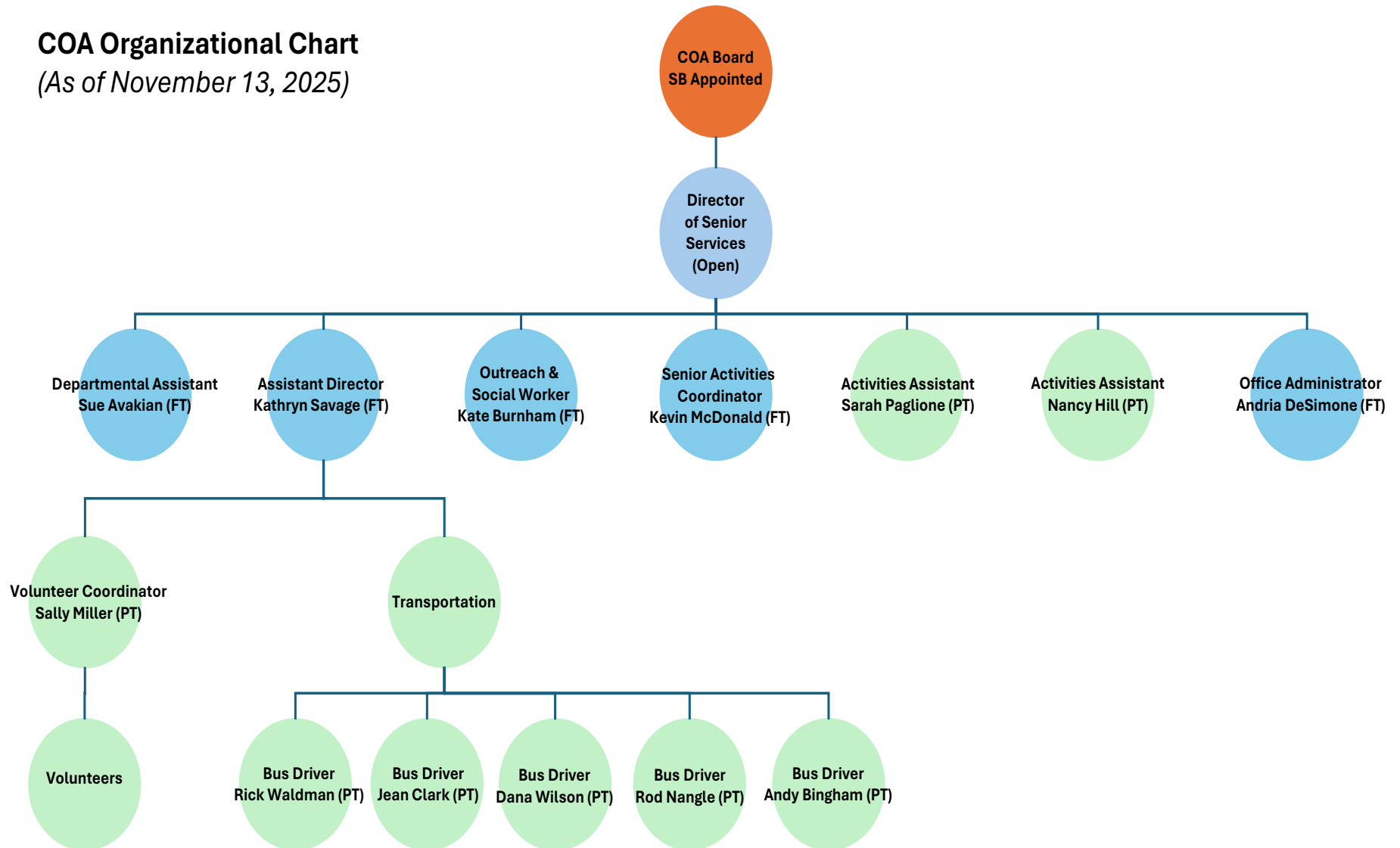
The Council on Aging (COA) is overseen by an eleven-member board appointed by the Select Board. The department has six full-time employees and eight part-time employees. In FY25 6,632 volunteer hours supported COA operations. On an annual basis, this would be equivalent to an additional four full-time 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

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**COA Organizational Chart**  
(As of November 13, 2025)





## Town of *Wellesley*

### FY2027 Budget Request

#### Council on Aging: Mission, Services & Priorities

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#### 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

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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

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- 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%
<b>Subtotal, Personal Services</b>	<b>329,602</b>	<b>430,630</b>	<b>478,372</b>	<b>548,646</b>	<b>561,868</b>	<b>\$ 13,222</b>	<b>2.41%</b>
Expenses	70,410	72,591	66,503	88,850	91,500	\$ 2,650	2.98%
Encumbered Expended	-	-	10,833	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>70,410</b>	<b>72,591</b>	<b>77,337</b>	<b>88,850</b>	<b>91,500</b>	<b>2,650</b>	<b>2.98%</b>
<b>TOTAL</b>	<b>\$ 400,012</b>	<b>\$ 503,220</b>	<b>\$ 555,709</b>	<b>\$ 637,496</b>	<b>\$ 653,368</b>	<b>15,872</b>	<b>2.49%</b>

<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
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
<b>Total Number of Positions</b>	<b>8.3</b>	<b>8.3</b>	<b>8.6</b>	<b>8.6</b>	<b>8.6</b>

### 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
<b><u>PERSONAL SERVICES</u></b>										
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%
			<b>PERSONAL SERVICES SUBTOTAL</b>	<b>329,602</b>	<b>430,630</b>	<b>478,372</b>	<b>548,646</b>	<b>561,868</b>	<b>\$ 13,222</b>	<b>2.41%</b>
<b><u>EXPENSES</u></b>										
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/ Equiptment	-	\$ -		\$ 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%
			<b>EXPENSE SUBTOTAL</b>	<b>70,410</b>	<b>72,591</b>	<b>66,503</b>	<b>88,850</b>	<b>91,500</b>	<b>\$ 2,650</b>	<b>2.98%</b>
	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year	\$ -	\$ -	\$ 10,833		\$ -	\$ -	<b>0.00%</b>
			<b>DEPARTMENT TOTAL</b>	<b>\$ 400,012</b>	<b>\$ 503,220</b>	<b>\$ 555,709</b>	<b>\$ 637,496</b>	<b>\$ 653,368</b>	<b>\$ 15,872</b>	<b>2.49%</b>

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)
						<b>Total Salary</b>	<b>\$ 561,868</b>

\*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

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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%
<b>Subtotal, Personal Services</b>	<b>93,543</b>	<b>97,438</b>	<b>102,035</b>	<b>111,927</b>	<b>114,259</b>	<b>\$ 2,332</b>	<b>2.08%</b>
Expenses	12,505	10,856	11,253	17,090	17,090	\$ -	0.00%
Encumbered Expenses	-	5,895	-	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>12,505</b>	<b>16,752</b>	<b>11,253</b>	<b>17,090</b>	<b>17,090</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL TAX IMPACT</b>	<b>\$ 106,048</b>	<b>\$ 114,190</b>	<b>\$ 113,289</b>	<b>\$ 129,017</b>	<b>\$ 131,349</b>	<b>\$ 2,332</b>	<b>1.81%</b>

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>
<b>Total Number of Positions</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>

**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
<b>PERSONAL SERVICES</b>										
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%
			<b>PERSONAL SERVICES SUBTOTAL</b>	<b>93,543</b>	<b>97,438</b>	<b>102,035</b>	<b>111,927</b>	<b>114,259</b>	<b>\$ 2,332</b>	<b>2.08%</b>
<b>EXPENSES</b>										
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%
			<b>EXPENSES SUBTOTAL</b>	<b>12,505</b>	<b>10,856</b>	<b>11,253</b>	<b>17,090</b>	<b>17,090</b>	<b>\$ -</b>	<b>0.00%</b>
	570000	Other Charges & Expenses	Encumbered Expenses from Prior Year		5,895				\$ -	0.00%
			<b>DEPARTMENT TOTAL</b>	<b>\$ 106,048</b>	<b>\$ 114,190</b>	<b>\$ 113,289</b>	<b>\$ 129,017</b>	<b>\$ 131,349</b>	<b>\$ 2,332</b>	<b>1.81%</b>



Youth Commission Operating Request						
Job Title Employee Name	FY26 Rate as of 6/30/26	FY27 RATE REQUEST				
		Group - Step	FY27 Starting 7/1/26	Step Adjustment Date	Adjusted Rate	Total Budget Request
Maura Renzella Youth Director	\$ 1,965.20	A12	\$ 2,004.50	N/A	N/A	104,635
Student Intern/Temporary						9,624
					<b>Total Salary \$</b>	<b>114,259</b>
*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%
<b>Subtotal, Personal Services</b>	-	-	-	-	-	-	<b>0.00%</b>
Expenses	61,791	113,701	69,593	85,264	89,306	\$ 4,042	4.74%
Encumbered Expenses	-	-	-	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>61,791</b>	<b>113,701</b>	<b>69,593</b>	<b>85,264</b>	<b>89,306</b>	<b>4,042</b>	<b>4.74%</b>
<b>Total</b>	<b>61,791</b>	<b>113,701</b>	<b>69,593</b>	<b>85,264</b>	<b>89,306</b>	<b>4,042</b>	<b>4.74%</b>
<b>TOTAL TAX IMPACT</b>	<b>\$ 61,791</b>	<b>\$ 113,701</b>	<b>\$ 69,593</b>	<b>\$ 85,264</b>	<b>\$ 89,306</b>	<b>\$ 4,042</b>	<b>4.74%</b>
<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>		
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		
<b>Total Number of Positions <sup>1</sup></b>	<b>2.60</b>	<b>2.60</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>		

<sup>1</sup> 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
		<b><u>EXPENSES</u></b>							
01543200	577010	Ordinary Veterans Benefits <sup>1</sup>	-	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%
		<b>EXPENSE SUBTOTAL</b>	<b>61,791</b>	<b>113,701</b>	<b>69,593</b>	<b>85,264</b>	<b>89,306</b>	<b>\$ 4,042</b>	<b>4.74%</b>
		570000 Other Charges & Expenses	-					\$ -	0.00%
		<b>DEPARTMENT TOTAL</b>	<b>\$ 61,791</b>	<b>\$ 113,701</b>	<b>\$ 69,593</b>	<b>\$ 85,264</b>	<b>\$ 89,306</b>	<b>\$ 4,042</b>	<b>4.74%</b>

<sup>1</sup> The ordinary benefits & grave flags are reimbursable from the State at 75%



# Town of Wellesley

## FY2027 Budget Request

### Audit Committee Operating Request

Department: 135

Department Head: Rachel DeRoche, Finance Director

#### DEPARTMENT EXPENDITURES

Org	Obj	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Budget	FY27 Request	\$ Variance FY26-27	% Variance FY26-27
01135200	530200	Town's General Purpose Financial Statements (GPFS) & reports						
		\$ 60,530	\$ 55,030	\$ 58,600	\$ 63,000	\$ 75,600	\$ 12,600	20.00%
		<b>\$ 60,530</b>	<b>\$ 55,030</b>	<b>\$ 58,600</b>	<b>\$ 63,000</b>	<b>\$ 75,600</b>	<b>\$ 12,600</b>	<b>20.00%</b>

Audit services contract expired on 6/30/25, and an RFP is underway for a new FY26–FY28 contract.

Proposals will be reviewed in January 2026. A 20% increase is included to account for potential cost changes in this RFP year.

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

	FY23	FY24	FY25	FY26	FY27	\$ Variance FY26-27	% Variance FY26-27
Town	\$60,000	\$60,000	\$61,400	\$61,400	\$73,680	\$12,280	20.00%
Copying fees	\$850	\$850	\$850	\$1,600	\$1,920	\$320	20.00%
MLP	\$19,500	\$19,500	\$20,000	\$20,000	\$24,000	\$4,000	20.00%
Retirement	9,000	9,000	\$9,200	\$9,200	\$11,040	1,840	20.00%
Water	7,000	7,000	7,200	7,200	\$8,640	1,440	20.00%
Sewer	7,000	7,000	7,200	7,200	\$8,640	1,440	20.00%
Total Contract	<b>\$103,350</b>	<b>\$103,350</b>	<b>\$105,850</b>	<b>\$106,600</b>	<b>\$127,920</b>	<b>\$21,320</b>	<b>20.00%</b>

#### MISSION

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

#### ORGANIZATION

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

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

#### ACCOMPLISHMENTS

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

#### FY2027 REQUEST

This is a RFP year. Proposals are due early January and Audit Committee will award an audit firm to complete the Fiscal 26 Audit (FY 2027 budget).



# 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%
<b>TOTAL Expense</b>			<b>\$ 486,979</b>	<b>\$ 333,113</b>	<b>\$ 477,429</b>	<b>\$ 480,000</b>	<b>\$ 490,000</b>	<b>10,000</b>	<b>2.08%</b>



# 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%
			<b>602,359</b>	<b>620,099</b>	<b>759,529</b>	<b>910,592</b>	<b>937,600</b>	<b>\$ 27,008</b>	<b>2.97%</b>
	570000	Encumbrances	-	-	-	-	-	\$ -	-
			<b>602,359</b>	<b>620,099</b>	<b>759,529</b>	<b>910,592</b>	<b>937,600</b>	<b>\$ 27,008</b>	<b>2.97%</b>
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

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#### 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

<b>DEPARTMENT EXPENDITURES</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
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%
<b>Subtotal, Personal Services</b>	<b>78,458</b>	<b>82,096</b>	<b>74,447</b>	<b>96,753</b>	<b>100,286</b>	<b>3,532</b>	<b>3.65%</b>
Expenses	6,078	6,837	6,702	9,430	10,030	600	6.36%
Encumbrances	-	192	94	-	-	-	0.00%
<b>Subtotal, Expenses</b>	<b>6,078</b>	<b>7,028</b>	<b>6,797</b>	<b>9,430</b>	<b>10,030</b>	<b>600</b>	<b>6.36%</b>
<b>TOTAL</b>	<b>\$ 84,536</b>	<b>\$ 89,124</b>	<b>\$ 81,243</b>	<b>\$ 106,183</b>	<b>\$ 110,316</b>	<b>\$ 4,132</b>	<b>3.89%</b>

<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
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>
<b>Total Number of Positions</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>

### 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
<b>PERSONAL SERVICES</b>										
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%
			<b>PERSONAL SERVICES SUBTOTAL</b>	<b>78,458</b>	<b>82,096</b>	<b>74,447</b>	<b>96,753</b>	<b>100,286</b>	<b>\$ 3,532</b>	<b>3.65%</b>
<b>EXPENSES</b>										
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 & Landleter Subscriptions	230	540	245	540	1,140	\$ 600	111.11%
01176200	583120	Office Machine Replacement		-	-	-	1,250	1,250	\$ -	0.00%
				-					\$ -	0%
			<b>EXPENSE SUBTOTAL</b>	<b>6,078</b>	<b>6,837</b>	<b>6,702</b>	<b>9,430</b>	<b>10,030</b>	<b>\$ 600</b>	<b>6.36%</b>
	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year	-	192	94	-		\$ -	0%
			<b>DEPARTMENT TOTAL</b>	<b>\$ 84,536</b>	<b>\$ 89,124</b>	<b>\$ 81,243</b>	<b>\$ 106,183</b>	<b>\$ 110,316</b>	<b>\$ 4,132</b>	<b>3.89%</b>

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
Additonal Part Time Hours						425
Longevity	\$ 700.00		\$ 700.00			700
Overtime for Executive Secretary	1000		\$ 1,000.00			1,000
					<b>Total Salary \$</b>	<b>100,286</b>
*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%
			<b>Subtotal Affordable Housing Trust</b>	<b>3,915</b>	<b>4,385</b>	<b>4,400</b>	<b>6,500</b>	<b>6,500</b>	<b>\$ -</b>	<b>0.00%</b>
01691200	557010	Historical Commission	Programs & Activities	421	478	226	750	750	\$ -	0.00%
			<b>Subtotal Historical Commission *</b>	<b>421</b>	<b>478</b>	<b>226</b>	<b>750</b>	<b>750</b>	<b>\$ -</b>	<b>0.00%</b>
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%
			<b>Subtotal Celebrations Committee</b>	<b>4,700</b>	<b>7,500</b>	<b>7,500</b>	<b>20,000</b>	<b>20,600</b>	<b>\$ 600</b>	<b>3.00%</b>
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%
			<b>Subtotal Memorial Day</b>	<b>5,925</b>	<b>5,772</b>	<b>5,950</b>	<b>5,950</b>	<b>6,069</b>	<b>\$ 119</b>	<b>2.00%</b>
01695200	557010	Cultural Council	Town funds provided to the Wellesley Cultural Council	-	-	-	8,500	8,755	\$ 255	3.00%
			<b>Subtotal Cultural Council</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,500</b>	<b>8,755</b>	<b>\$ 255</b>	<b>3.00%</b>



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

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**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**

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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***  
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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***  
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## 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***  
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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.

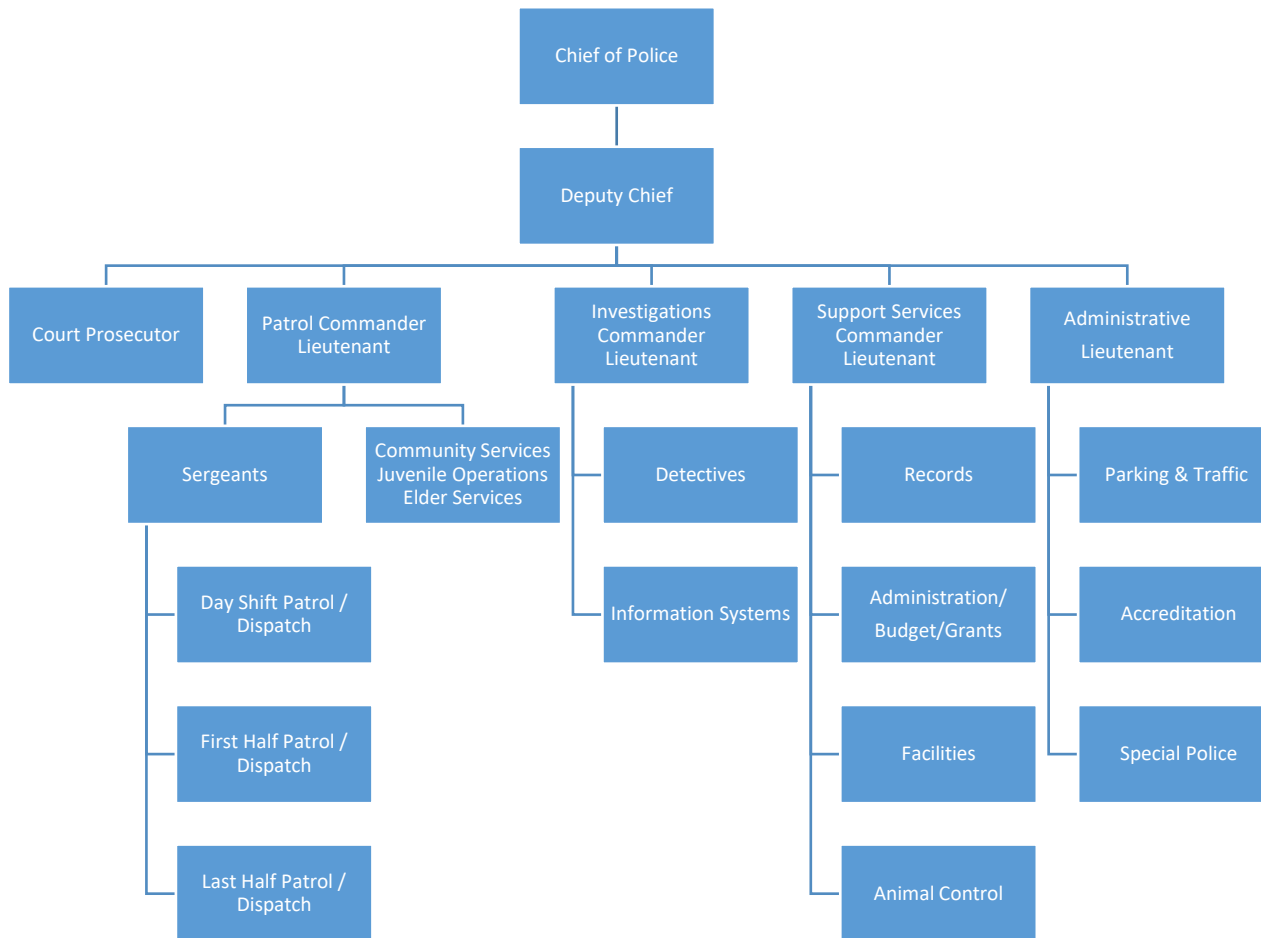
Operating Budget Summary

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

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Town of *Wellesley*

FY2027 Budget Request

Police Department: Mission, Services & Priorities

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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

<b>DEPARTMENT EXPENDITURES</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
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%
<b>Subtotal, Personal Services</b>	<b>6,504,999</b>	<b>6,902,800</b>	<b>7,094,215</b>	<b>7,674,767</b>	<b>7,790,208</b>	<b>115,441</b>	<b>1.50%</b>
Expenses	524,976	576,466	551,285	902,429	938,516	\$ 36,087	4.00%
Encumbered Expended	-	229,893	312,081	-	-	-	0.00%
<b>Subtotal, Expenses</b>	<b>524,976</b>	<b>806,358</b>	<b>863,366</b>	<b>902,429</b>	<b>938,516</b>	<b>36,087</b>	<b>4.00%</b>
<b>TOTAL</b>	<b>\$ 7,029,975</b>	<b>\$ 7,709,159</b>	<b>\$ 7,957,581</b>	<b>\$ 8,577,196</b>	<b>\$ 8,728,724</b>	<b>\$ 151,528</b>	<b>1.77%</b>

<b><u>PERMANENT STAFFING (FTEs)</u></b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
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
<b>Total Number of Positions</b>	<b>61.0</b>	<b>61.0</b>	<b>61.0</b>	<b>61.0</b>	<b>61.0</b>

**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
			<b>PERSONAL SERVICES</b>							
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%
			<b>PERSONAL SERVICES SUBTOTAL</b>	<b>6,504,999</b>	<b>6,902,800</b>	<b>7,094,215</b>	<b>7,674,767</b>	<b>7,790,208</b>	<b>\$ 115,441</b>	<b>1.50%</b>
			<b>EXPENSES</b>							

**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%
			<b>EXPENSE SUBTOTAL</b>	<b>524,976</b>	<b>576,466</b>	<b>551,285</b>	<b>902,429</b>	<b>938,516</b>	<b>36,087</b>	<b>4.00%</b>
		570000								
		Other Charges & Expenses	Encumbered expenses from prior fiscal year		229,893	312,081			-	0.00%
									-	0.00%
			<b>DEPARTMENT TOTAL</b>	<b>\$ 7,029,975</b>	<b>\$ 7,709,159</b>	<b>\$ 7,957,581</b>	<b>\$ 8,577,196</b>	<b>\$ 8,728,724</b>	<b>\$ 151,528</b>	<b>1.77%</b>



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	1,745.42	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	Gerwatoski, 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**

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**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

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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**

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#### **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**

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#### 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**

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#### 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%
<b>Subtotal, Personal Services</b>	<b>6,369,113</b>	<b>6,606,528</b>	<b>6,842,517</b>	<b>7,581,182</b>	<b>7,776,632</b>	<b>\$ 195,450</b>	<b>2.58%</b>
Expenses	306,713	349,554	417,306	513,180	528,561	\$ 15,381	3.00%
Encumbered Expenses	-	102,152	80,914	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>306,713</b>	<b>451,706</b>	<b>498,220</b>	<b>513,180</b>	<b>528,561</b>	<b>\$ 15,381</b>	<b>3.00%</b>
<b>TOTAL TAX IMPACT</b>	<b>\$ 6,675,826</b>	<b>\$ 7,058,234</b>	<b>\$ 7,340,737</b>	<b>\$ 8,094,362</b>	<b>\$ 8,305,193</b>	<b>\$ 210,831</b>	<b>2.60%</b>

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
<b>Total Number of Positions</b>	<b>57.0</b>	<b>58.0</b>	<b>60.0</b>	<b>62.0</b>	<b>62.0</b>

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
		<b><u>PERSONAL SERVICES</u></b>								
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%
		<b>Personal Service Subtotal</b>	<b>PERSONAL SERVICES SUBTOTAL</b>	<b>6,369,113</b>	<b>6,606,528</b>	<b>6,842,517</b>	<b>7,581,182</b>	<b>7,776,632</b>	<b>\$ 195,450</b>	<b>2.58%</b>
		<b><u>EXPENSES</u></b>								
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**

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

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	Mortatelli, 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	Claflin, 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	Senter, 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



## Town of *Wellesley*

### FY2027 Budget Request

#### Building Department: Mission, Services & Priorities

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##### ***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

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#### ***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

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**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

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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

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

FY26 Total Fees Collected as of 11/13/25:

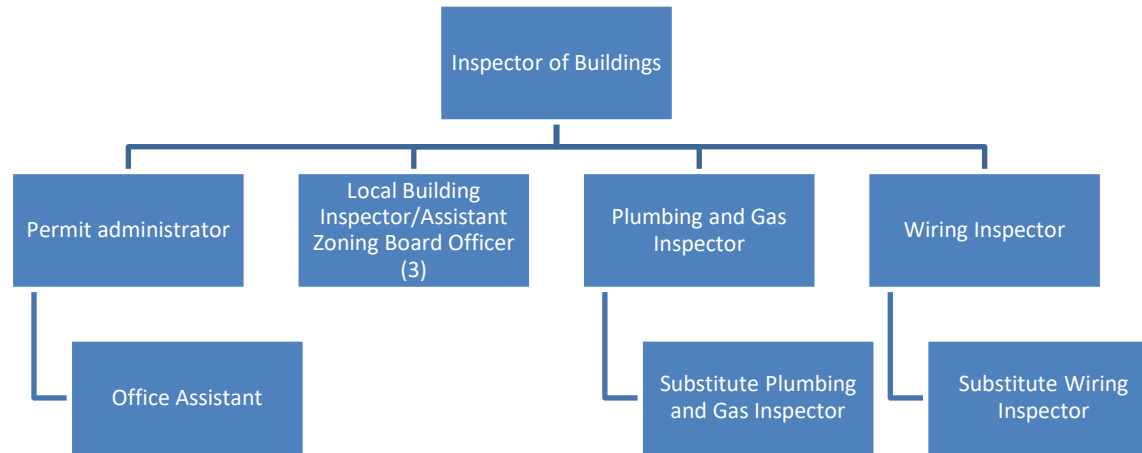
**\$1,280,749**



## Town of *Wellesley*

### FY2027 Budget Request

#### Building Department: Mission, Services & Priorities



	FY23	FY24	FY25	FY26	FY27
<b>PERMANENT STAFFING (FTEs)</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Request</b>
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>
<b>Total Number of Positions</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>



# 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
<b>PERSONAL SERVICES</b>										
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	62,328	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%
<b>PERSONAL SERVICES SUBTOTAL</b>				<b>594,062</b>	<b>621,552</b>	<b>594,902</b>	<b>711,884</b>	<b>740,104</b>	<b>\$ 28,220</b>	<b>3.96%</b>
<b>EXPENSES</b>										
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							\$ -	-
<b>EXPENSE SUBTOTAL</b>				<b>25,192</b>	<b>23,528</b>	<b>18,221</b>	<b>39,100</b>	<b>39,100</b>	<b>\$ -</b>	<b>0.00%</b>
01241200	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year	130		1,201			\$ -	-
<b>DEPARTMENT TOTAL</b>				<b>\$ 619,253</b>	<b>\$ 645,080</b>	<b>\$ 614,324</b>	<b>\$ 750,984</b>	<b>\$ 779,204</b>	<b>\$ 28,220</b>	<b>3.76%</b>



# Town of *Wellesley*

## FY2027 Budget Request

### Building Department Operating Request

Department: 241

Department Head: Michael Grant, Building Inspector

<b>DEPARTMENT EXPENDITURES</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
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%
<b>Subtotal, Personal Services</b>	<b>594,062</b>	<b>621,552</b>	<b>594,902</b>	<b>711,884</b>	<b>740,104</b>	<b>28,220</b>	<b>3.96%</b>
Expenses	25,192	23,528	18,221	39,100	39,100	-	0.00%
Encumbrances	-	-	1,201	-	-	-	0.00%
<b>Subtotal, Expenses</b>	<b>25,192</b>	<b>23,528</b>	<b>19,422</b>	<b>39,100</b>	<b>39,100</b>	<b>-</b>	<b>0.00%</b>

### Full Time Position Benefits

<b>TOTAL TAX IMPACT</b>	<b>\$ 619,253</b>	<b>\$ 645,080</b>	<b>\$ 614,324</b>	<b>\$ 750,984</b>	<b>\$ 779,204</b>	<b>\$ 28,220</b>	<b>3.76%</b>
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<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
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>
<b>Total Number of Positions</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

**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
<b>PERSONAL SERVICES</b>										
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%
			<b>PERSONAL SERVICES SUBTOTAL</b>	<b>594,062</b>	<b>621,552</b>	<b>594,902</b>	<b>711,884</b>	<b>740,104</b>	<b>\$ 28,220</b>	<b>3.96%</b>
<b>EXPENSES</b>										
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							\$ -	-
			<b>EXPENSE SUBTOTAL</b>	<b>25,192</b>	<b>23,528</b>	<b>18,221</b>	<b>39,100</b>	<b>39,100</b>	<b>\$ -</b>	<b>0.00%</b>
01241200	570000	Other Charges & Expenses	Encumbered expenses from prior fiscal year			1,201			\$ -	-
			<b>DEPARTMENT TOTAL</b>	<b>\$ 619,253</b>	<b>\$ 645,080</b>	<b>\$ 614,324</b>	<b>\$ 750,984</b>	<b>\$ 779,204</b>	<b>\$ 28,220</b>	<b>3.76%</b>

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
				<b>Total Salary</b>			<b>\$ 740,104</b>

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
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# Town of *Wellesley*

## FY2027 Budget Request

### Sealer of Weights & Measures Operating Request

Department #: 244

Department Head: Meghan Jop, Executive Director

<b>DEPARTMENT EXPENDITURES</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Change FY26-27</b>
Personal Services							
Full Time	\$ 15,269	\$ 12,916	\$ 13,835	\$ 16,451	\$ 16,780	\$ 329	2.00%
<b>Subtotal, Personal Services</b>	<b>15,269</b>	<b>12,916</b>	<b>13,835</b>	<b>16,451</b>	<b>16,780</b>	<b>329</b>	<b>2.00%</b>
Expenses	2,017	2,013	2,253	2,600	2,675	\$ 75	2.88%
<b>Subtotal, Expenses</b>	<b>2,017</b>	<b>2,013</b>	<b>2,253</b>	<b>2,600</b>	<b>2,675</b>	<b>75</b>	<b>2.88%</b>
<b>TOTAL TAX IMPACT</b>	<b>\$ 17,286</b>	<b>\$ 14,929</b>	<b>\$ 16,088</b>	<b>\$ 19,051</b>	<b>\$ 19,455</b>	<b>\$ 404</b>	<b>2.12%</b>
<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>		
Position Titles:							
Sealer	0.4	0.4	0.4	0.4	0.4		
<b>Total Number of Positions</b>	<b>0.4</b>	<b>0.4</b>	<b>0.4</b>	<b>0.4</b>	<b>0.4</b>		



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
<b>PERSONAL SERVICES</b>									
01244100	511010	Senior Administrators	\$15,269	\$12,916	\$13,835	\$16,451	\$16,780	\$ 329	2.00%
<b>PERSONAL SERVICES SUBTOTAL</b>			<b>15,269</b>	<b>12,916</b>	<b>13,835</b>	<b>16,451</b>	<b>16,780</b>	<b>\$ 329</b>	<b>2.00%</b>
<b>EXPENSES</b>									
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	-	-				\$ -	-
<b>EXPENSES SUBTOTAL</b>			<b>2,017</b>	<b>2,013</b>	<b>2,253</b>	<b>2,600</b>	<b>2,675</b>	<b>\$ 75</b>	<b>2.88%</b>
<b>DEPARTMENT TOTAL</b>			<b>\$17,286</b>	<b>\$14,929</b>	<b>\$16,088</b>	<b>\$19,051</b>	<b>\$19,455</b>	<b>\$ 404</b>	<b>2.12%</b>

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
							<b>Total Salary \$</b>	<b>16,780</b>
*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

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

<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
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
<b>Total Number of Positions *</b>	<b>18.0</b>	<b>18.0</b>	<b>18.0</b>	<b>18.0</b>	<b>18.0</b>

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
<b>PERSONAL SERVICES</b>										
01299100	511240	Uniformed Non Professional	Police/School crossing guard	\$ 42,109	\$ 48,137	\$ 46,383	\$ 142,285	\$ 148,792	6,507	4.57%
<b>PERSONAL SERVICES SUBTOTAL</b>				<b>42,109</b>	<b>48,137</b>	<b>46,383</b>	<b>142,285</b>	<b>148,792</b>	<b>6,507</b>	<b>4.57%</b>
<b>EXPENSES</b>										
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%
<b>EXPENSE SUBTOTAL</b>				<b>3,005</b>	<b>766</b>	<b>3,630</b>	<b>3,887</b>	<b>4,004</b>	<b>117</b>	<b>3.00%</b>
	570000	Other Charges	Encumbered Expenses	-	490	-			-	0.00%
<b>TOTAL</b>				<b>\$ 45,114</b>	<b>\$ 49,393</b>	<b>\$ 50,013</b>	<b>\$ 146,172</b>	<b>\$ 152,796</b>	<b>\$ 6,624</b>	<b>4.53%</b>

**Current Special School Police Personnel as of today.**

Permanent

Substitute

Bortolotti, Amelia

Madden, Joshua

Winkelman, Johanna

Wyman, Gabriele

Zheng, Ming

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

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

## TOWN OF WELLESLEY - 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	
<b>TOTAL PART TIME</b>	17		<b>\$ 148,792</b>	22.29	Totals Hours per day
<b>TOTAL TEMP/SEASONAL</b>	1			111.45	Total Hours per week
<b>TOTAL OVERTIME</b>	RECOVERED FROM SALARIES ABOVE				
<b>TOTAL OTHER</b>	0				
<b>TOTAL PERSONAL SERVICES</b>			<b>\$ 148,792</b>		



# 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	<b>Expense total</b>	<b>\$ 8,586,426</b>	<b>\$ 8,846,365</b>	<b>\$ 9,039,104</b>	<b>\$ 9,310,462</b>	<b>\$ 9,225,765</b>	<b>\$ (84,697)</b>	<b>-0.91%</b>

## 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
<b>e. Total members: (a) + (b) + (c) + (d)</b>	<b>15</b>	<b>36</b>	<b>10</b>	<b>5</b>	<b>71</b>	<b>662</b>	<b>2</b>	<b>721</b>	<b>1,522</b>
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
<b>d. Employer normal cost: (a) + (b) + (c)</b>	<b>\$11,532</b>	<b>\$77,696</b>	<b>\$38,284</b>	<b>\$34,263</b>	<b>\$466,919</b>	<b>\$734,326</b>	<b>\$0</b>	<b>\$2,876,619</b>	<b>\$4,239,639</b>
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 <sup>1</sup>	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
<b>6. Unfunded actuarial accrued liability: (4) - (5)</b>	<b>\$164,978</b>	<b>\$780,446</b>	<b>\$316,047</b>	<b>\$136,848</b>	<b>\$2,257,714</b>	<b>\$3,673,487</b>	<b>\$15,650</b>	<b>\$14,745,597</b>	<b>\$22,090,767</b>
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
<b>9. Budgeted contribution for fiscal 2026:</b>	<b>\$68,835</b>	<b>\$350,005</b>	<b>\$104,462</b>	<b>\$0<sup>2</sup></b>	<b>\$1,125,367</b>	<b>\$1,984,296</b>	<b>\$9,063</b>	<b>\$7,326,166</b>	<b>\$10,968,194</b>
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

<sup>1</sup> Assets allocated in proportion to actuarial accrued liability.

<sup>2</sup> 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:				FY23	FY24	FY25	FY26	FY27		
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				256,449	730,000	772,000	772,000	757,000		
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)				(6,600)	(16,060)	(16,984)	(16,984)	(16,654)		
				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
Miscellaneous/Clerical	55
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
Market Value as of 6/30/25	1,428	1,428	1,428	1,428
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%
		<b>EXPENSES TOTAL</b>	<b>\$ 3,443,628</b>	<b>\$ 3,293,629</b>	<b>\$ 3,200,000</b>	<b>\$ 3,100,000</b>	<b>\$ 3,000,000</b>	<b>\$ (100,000)</b>	<b>-3.23%</b>



# 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	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							
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%
<b>Subtotal, Personal Services</b>	<b>274,879</b>	<b>292,348</b>	<b>307,518</b>	<b>127,235</b>	<b>127,235</b>	<b>\$ 0</b>	<b>0.00%</b>
Expenses	<b>505,092</b>	<b>597,326</b>	<b>733,818</b>	<b>615,900</b>	<b>643,600</b>	<b>27,700</b>	<b>4.50%</b>
Capital							
<b>P/S &amp; Expenses TOTAL</b>	<b>\$ 779,971</b>	<b>\$ 889,674</b>	<b>\$ 1,041,336</b>	<b>\$ 743,135</b>	<b>\$ 770,835</b>	<b>\$ 27,700</b>	<b>3.73%</b>
Capital Request	\$ 100,000	\$ -	\$ -	\$ -	\$ -		
<b>GRAND TOTAL</b>	<b>\$ 879,971</b>	<b>\$ 889,674</b>	<b>\$ 1,041,336</b>	<b>\$ 743,135</b>	<b>\$ 770,835</b>	<b>\$ 27,700</b>	<b>3.73%</b>

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

<b>GRAND TOTAL (Operating + Debt)</b>	<b>\$ 779,971</b>	<b>\$ 889,674</b>	<b>\$ 1,041,336</b>	<b>\$ 743,135</b>	<b>\$ 770,835</b>	<b>\$ 27,700</b>	<b>3.73%</b>
Revenues - Parking Charges							
	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>	<u>FY27</u>		
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<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	-			
<b>Total Revenue</b>	<b>1,030,587</b>	<b>1,170,505</b>	<b>1,048,280</b>	<b>751,000</b>	<b>800,300</b>		

<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>Full Time-Equivalent Employees</b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Request</u></b>
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	2.6	2.6	2.1	2.1	2.1
<b>Total Number of Positions</b>	<b>4.1</b>	<b>4.1</b>	<b>4.6</b>	<b>2.3</b>	<b>2.3</b>

### 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
<b>PERSONAL SERVICES</b>										
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%
				<b>274,879</b>	<b>292,348</b>	<b>307,518</b>	<b>127,235</b>	<b>127,235</b>	<b>\$ 0</b>	<b>0.00%</b>
<b>EXPENSES</b>										

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%
<b>Expense Total</b>				<b>505,092</b>	<b>597,326</b>	<b>733,818</b>	<b>615,900</b>	<b>643,600</b>	<b>\$ 27,700</b>	<b>4.50%</b>
<b>P/S and Expenses Total</b>				<b>\$ 779,971</b>	<b>\$ 889,674</b>	<b>\$ 1,041,336</b>	<b>\$ 743,135</b>	<b>\$ 770,835</b>	<b>\$ 27,700</b>	<b>3.73%</b>

<b>Capital Request</b>		<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
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<b>Grand Total</b>		<b>\$ 879,971</b>	<b>\$ 889,674</b>	<b>\$ 1,041,336</b>	<b>\$ 743,135</b>	<b>\$ 770,835</b>	<b>\$ 27,700</b>	<b>3.73%</b>
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### Traffic & Parking Operating Request

								Funding source:				Total - Based on 52.2 wks
								Police Dept.	Traffic & Parking	Treasurer	Salary Request (Dept 293)	
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
<b>Cash Capital</b>	8,340,857	7,370,392	9,509,784	9,534,154	9,182,445	9,434,744	45,031,519
<b>Free Cash</b>	7,512,000	2,300,000	-	-	-	-	2,300,000
<b>CPC Funding</b>	170,000	600,000	5,000,000	-	-	-	5,600,000
<b>Gift/Fundraising/Other</b>	800,000	400,000	-	-	-	-	400,000
<b>Chapter 90</b>	790,000	850,000	850,000	850,000	850,000	850,000	4,250,000
<b>Debt Capital Inside Levy</b>	9,120,339	4,500,000	16,000,000	1,000,000	4,175,000	11,850,000	37,525,000
<b>Debt Capital Exclusion *</b>	-	5,000,000	43,250,000	95,000,000	58,000,000	36,000,000	237,250,000
<b>Grand Total</b>	<b>\$ 26,733,196</b>	<b>\$ 21,020,392</b>	<b>\$ 74,609,784</b>	<b>\$ 106,384,154</b>	<b>\$ 72,207,445</b>	<b>\$ 58,134,744</b>	<b>\$ 332,356,519</b>

**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

Exhibit C

Department	FY26	FY27	FY28	FY29	FY30	FY31	FY26-FY30 Total
<b>Cash Capital</b>							
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
<b>Total Cash Capital</b>	<b>8,340,857</b>	<b>7,370,392</b>	<b>9,509,784</b>	<b>9,534,154</b>	<b>9,182,445</b>	<b>9,434,744</b>	<b>45,031,519</b>
<b>Other Funding Sources</b>							
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	-	-	-	-	-	-
<b>Total Other Sources</b>	<b>9,272,000</b>	<b>4,150,000</b>	<b>5,850,000</b>	<b>850,000</b>	<b>850,000</b>	<b>850,000</b>	<b>12,550,000</b>
<b>Debt Capital Inside Levy*</b>							
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
<b>Total Borrowed Inside Levy</b>	<b>9,120,339</b>	<b>4,500,000</b>	<b>16,000,000</b>	<b>1,000,000</b>	<b>4,175,000</b>	<b>11,850,000</b>	<b>37,525,000</b>
<b>Debt Capital Exclusion</b>							
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
<b>Total Capital Exclusion</b>	<b>-</b>	<b>5,000,000</b>	<b>43,250,000</b>	<b>95,000,000</b>	<b>58,000,000</b>	<b>36,000,000</b>	<b>237,250,000</b>
<b>Grand Total</b>	<b>\$ 26,733,196</b>	<b>\$ 21,020,392</b>	<b>\$ 74,609,784</b>	<b>\$ 106,384,154</b>	<b>\$ 72,207,445</b>	<b>\$ 58,134,744</b>	<b>\$ 332,356,519</b>

\* 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
<b>Information Technology</b>							
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
<b>Police</b>							
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
<b>Fire</b>							
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
<b>Climate Action Committee</b>							
Climate Action Plan Update	-	-	-	75,000	-	-	75,000
	-	-	-	75,000	-	-	75,000
<b>Council on Aging</b>							
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
<b>SB Cash Capital Total</b>							
	436,376	364,554	331,189	725,452	620,954	216,508	2,258,657
<b>Borrowed</b>							
Tower Truck Replacement (Fire)	-	-	-	-	-	2,500,000	2,500,000
<b>Total SB Borrowed</b>	-	-	-	-	-	2,500,000	2,500,000
<b>Other Funding Sources</b>							
Replace Fire Engine Vehicle(Free Cash)	1,055,000	-	-	-	-	-	-
<b>Total SB Other Sources</b>	1,055,000	-	-	-	-	-	-
<b>Grand Total Select Board</b>	<b>\$ 1,491,376</b>	<b>\$ 364,554</b>	<b>\$ 331,189</b>	<b>\$ 725,452</b>	<b>\$ 620,954</b>	<b>\$ 2,716,508</b>	<b>\$ 4,758,657</b>



# Town of Wellesley

## FY2027-2031 Facilities Capital Request

Building Description	FY26	FY27	FY28	FY29	FY30	FY31	FY27-31 Total
<b>Town Cash Capital</b>							
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
<b>School Cash Capital</b>							
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	-	-	-	-	-	-	-
<b>Total Cash Capital Requests</b>	<b>1,941,000</b>	<b>1,577,000</b>	<b>2,632,000</b>	<b>2,412,000</b>	<b>2,732,000</b>	<b>2,956,000</b>	<b>12,309,000</b>
<b>Other Funding Sources</b>							
Air-Condition Schools (Free Cash)	182,000	-	-	-	-	-	-
War Memorial & Tower Design (Free Cash)	-	300,000	-	-	-	-	300,000
<b>Total other funding sources</b>	<b>182,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>
<b>Borrowed Inside</b>							
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
<b>Total Borrowed Inside</b>	<b>5,510,158</b>	<b>-</b>	<b>3,000,000</b>	<b>-</b>	<b>675,000</b>	<b>9,350,000</b>	<b>13,025,000</b>
<b>Debt Capital Exclusion</b>							
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
<b>Total Borrowed Outside</b>	<b>-</b>	<b>5,000,000</b>	<b>40,250,000</b>	<b>95,000,000</b>	<b>58,000,000</b>	<b>36,000,000</b>	<b>234,250,000</b>
<b>Total FMD Capital Requests</b>	<b>7,633,158</b>	<b>6,577,000</b>	<b>45,882,000</b>	<b>97,412,000</b>	<b>61,407,000</b>	<b>48,306,000</b>	<b>259,884,000</b>



# Town of Wellesley

## FY2027-2031 Non-SB Departments Capital Request

Exhibit C

Capital Project	FY26	FY27	FY28	FY29	FY30	FY31	FY27-31 Total
<b>Natural Resources Commission</b>							
Squirrel Road Restoration	55,000	-	-	-	-	-	-
Fuller Brook Park Knotweed Removal	100,000	-	-	-	-	-	-
Town Forest Improvements	10,000	-	-	-	-	-	-
Hunnewell 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
<b>Subtotal Cash Capital</b>	<b>320,000</b>	<b>160,500</b>	<b>278,000</b>	<b>808,000</b>	<b>312,000</b>	<b>517,000</b>	<b>2,075,500</b>
<b>Other Sources:</b>							
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	-	-	-	-	-	-
<b>Subtotal Other Sources</b>	<b>170,000</b>	<b>1,000,000</b>	<b>8,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,000,000</b>
<b>Total NRC Capital</b>	<b>490,000</b>	<b>1,160,500</b>	<b>8,278,000</b>	<b>808,000</b>	<b>312,000</b>	<b>517,000</b>	<b>11,075,500</b>
<b>Morses Pond</b>							
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
<b>Subtotal Cash Capital</b>	<b>35,000</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>70,000</b>	<b>-</b>	<b>220,000</b>
<b>Library</b>							
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
<b>Total Library Cash Capital</b>	<b>227,000</b>	<b>234,000</b>	<b>227,000</b>	<b>227,000</b>	<b>230,000</b>	<b>247,000</b>	<b>1,165,000</b>
<b>Board of Assessors</b>							
<b>Other Sources:</b>							
CAMA database software (Free Cash) (STM25)	190,000	-	-	-	-	-	190,000
<b>Total Assessors</b>	<b>190,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>190,000</b>
<b>Planning Board</b>							
<b>Other Sources:</b>							
Comprehensive Plan (Free Cash)	-	400,000	-	-	-	-	400,000
<b>Planning Board Total</b>	<b>-</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>400,000</b>
Capital Project	FY26	FY27	FY28	FY29	FY30	FY31	FY27-31 Total
<b>School Department (non-Facilities)</b>							
<b>Cash Capital:</b>							
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
<b>Subtotal Cash Capital</b>	<b>1,299,481</b>	<b>1,381,338</b>	<b>1,329,595</b>	<b>1,356,702</b>	<b>1,370,491</b>	<b>1,316,236</b>	<b>6,754,362</b>
<b>Grand Total School Department</b>	<b>1,299,481</b>	<b>1,381,338</b>	<b>1,329,595</b>	<b>1,356,702</b>	<b>1,370,491</b>	<b>1,316,236</b>	<b>6,754,362</b>
<b>Grand Total Non-Select Board</b>	<b>2,241,481</b>	<b>3,175,838</b>	<b>9,984,595</b>	<b>2,391,702</b>	<b>1,982,491</b>	<b>2,080,236</b>	<b>19,614,862</b>



# Town of Wellesley

## FY2027-2031 Public Works Capital Request

Exhibit C

Capital Project	FY26	FY27	FY28	FY29	FY30	FY31	FY27-31 Total
<b>Cash Capital</b>							
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
<b>Total Cash Capital</b>	<b>3,892,000</b>	<b>3,653,000</b>	<b>4,562,000</b>	<b>4,005,000</b>	<b>3,847,000</b>	<b>4,182,000</b>	<b>20,249,000</b>
<b>Other Funding Sources:</b>							
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	-	-	-	-	-	-
<b>Total Other Funding Sources:</b>	<b>6,475,000</b>	<b>2,450,000</b>	<b>850,000</b>	<b>850,000</b>	<b>850,000</b>	<b>850,000</b>	<b>5,850,000</b>
<b>Borrowed Inside</b>							
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
<b>Total Borrowed</b>	<b>4,810,181</b>	<b>4,500,000</b>	<b>13,000,000</b>	<b>1,000,000</b>	<b>3,500,000</b>	<b>-</b>	<b>22,000,000</b>
<b>Grand Total DPW</b>	<b>15,177,181</b>	<b>10,603,000</b>	<b>18,412,000</b>	<b>5,855,000</b>	<b>8,197,000</b>	<b>5,032,000</b>	<b>48,099,000</b>





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

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**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

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**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%
		<b>Subtotal, Personal Services</b>	<b>\$ 16,200</b>	<b>\$ 23,180</b>	<b>\$ 28,343</b>	<b>\$ 31,827</b>	<b>\$ 32,464</b>	<b>\$ 636</b>	<b>2.00%</b>
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%
		<b>Subtotal, Expenses</b>	<b>\$ 10,743</b>	<b>\$ 14,841</b>	<b>\$ 15,218</b>	<b>\$ 20,070</b>	<b>\$ 20,670</b>	<b>\$ 600</b>	<b>2.99%</b>
		<b>Total</b>	<b>\$ 26,943</b>	<b>\$ 38,021</b>	<b>\$ 43,561</b>	<b>\$ 51,897</b>	<b>\$ 53,134</b>	<b>\$ 1,236</b>	<b>2.38%</b>
01132200	579000	Advisory Reserve Fund	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>0.00%</b>



## Town of *Wellesley*

### FY2027 Budget Request

### Assessor's Department: Mission, Services & Priorities

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#### **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

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- 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

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- 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
<b>EXPENDITURES</b>							
<b>Personal Services</b>							
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%
<b>Subtotal, Personal Services</b>	<b>255,598</b>	<b>303,895</b>	<b>319,952</b>	<b>374,981</b>	<b>383,884</b>	<b>8,903</b>	<b>2.37%</b>
Expenses	83,375	102,436	114,199	129,800	141,280	\$ 11,480	8.84%
Encumbered Expended	-	1,200	-	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>83,375</b>	<b>103,636</b>	<b>114,199</b>	<b>129,800</b>	<b>141,280</b>	<b>11,480</b>	<b>8.84%</b>
<b>TOTAL</b>	<b>\$ 338,973</b>	<b>\$ 407,530</b>	<b>\$ 434,150</b>	<b>\$ 504,781</b>	<b>\$ 525,164</b>	<b>\$ 20,383</b>	<b>4.04%</b>

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
<b>Total Number of Positions</b>	<b>4.3</b>	<b>4.3</b>	<b>4.3</b>	<b>4.3</b>	<b>4.3</b>

**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
<b>PERSONAL SERVICES</b>									
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%
			<b>255,598</b>	<b>303,895</b>	<b>319,952</b>	<b>374,981</b>	<b>383,884</b>	<b>\$ 8,903</b>	<b>2.37%</b>
<b>EXPENSES</b>									
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%
			<b>83,375</b>	<b>102,436</b>	<b>114,199</b>	<b>129,800</b>	<b>141,280</b>	<b>11,480</b>	<b>8.84%</b>
	570000	Other Charges & Expenses	-	1,200	-	-		-	0.00%
			<b>\$ 338,973</b>	<b>\$ 407,530</b>	<b>\$ 434,150</b>	<b>\$ 504,781</b>	<b>\$ 525,164</b>	<b>\$ 20,383</b>	<b>4.04%</b>



### 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
					<b>Total Salary \$</b>	<b>383,884</b>
*Note: FY27 Salary is based on 52.2 weeks						



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

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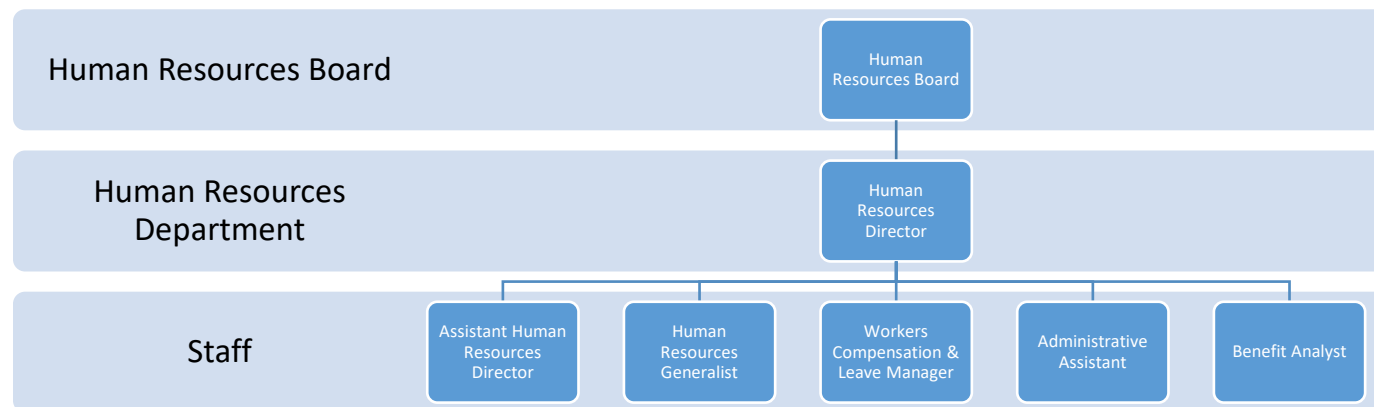
### **MISSION STATEMENT**

*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**

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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**

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**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
<b>Total Number of Positions</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>

\* 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%
		<b>EXPENSE SUBTOTAL</b>	<b>EXPENSE SUBTOTAL</b>	<b>35,963</b>	<b>38,170</b>	<b>26,462</b>	<b>43,460</b>	<b>46,979</b>	<b>\$ 3,519</b>	<b>8.10%</b>
	570000	Other Charges/Expenses			3,229	2,580			\$ -	0.00%
				<b>\$ 452,006</b>	<b>\$ 447,405</b>	<b>\$ 506,020</b>	<b>\$ 572,788</b>	<b>\$ 588,962</b>	<b>\$ 16,174</b>	<b>2.82%</b>



# Town of Wellesley

## FY2027 Budget Request

### Human Resources Board Operating Request

Department: 152

Department Head: Dolores Hamilton, HR Director

<b>DEPARTMENT EXPENDITURES</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>\$ Variance FY26-27</b>	<b>% Variance FY26-27</b>
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%
<b>Subtotal, Personal Services</b>	<b>416,042</b>	<b>409,235</b>	<b>479,557</b>	<b>529,328</b>	<b>541,983</b>	<b>\$ 12,655</b>	<b>2.39%</b>
Expenses	35,963	38,170	26,462	43,460	46,979	\$ 3,519	8.10%
Encumbrance	-	3,229	2,580	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>35,963</b>	<b>41,399</b>	<b>29,042</b>	<b>43,460</b>	<b>46,979</b>	<b>\$ 3,519</b>	<b>8.10%</b>
<b>TOTAL</b>	<b>\$ 452,006</b>	<b>\$ 450,635</b>	<b>\$ 508,600</b>	<b>\$ 572,788</b>	<b>\$ 588,962</b>	<b>\$ 16,174</b>	<b>2.82%</b>

<b>PERMANENT STAFFING (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
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>
<b>Total Number of Positions</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>

\* 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
<b>PERSONAL SERVICES</b>										
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%
<b>PERSONAL SERVICES SUBTOTAL</b>				<b>416,042</b>	<b>409,235</b>	<b>479,557</b>	<b>529,328</b>	<b>541,983</b>	<b>\$ 12,655</b>	<b>2.39%</b>
<b>EXPENSES</b>										
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%
<b>EXPENSE SUBTOTAL</b>				<b>35,963</b>	<b>38,170</b>	<b>26,462</b>	<b>43,460</b>	<b>46,979</b>	<b>\$ 3,519</b>	<b>8.10%</b>
	570000	Other Charges/Expenses			3,229	2,580			\$ -	0.00%
				<b>\$ 452,006</b>	<b>\$ 450,635</b>	<b>\$ 508,600</b>	<b>\$ 572,788</b>	<b>\$ 588,962</b>	<b>\$ 16,174</b>	<b>2.82%</b>



Human Resources Board Operating Request						
Job Title Employee Name	FY26 Rate as of June 30, 2026	FY27 RATE REQUEST				
		Group - Step	FY27 Starting Rate 7/1/26	Step Adjustment Date	Adjusted Rate	Total Budget Request
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)
					<b>Total Salary \$</b>	<b>541,983</b>
Note: FY27 Salary is based on 52.2 weeks						



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

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**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**

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**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 1<sup>st</sup>, 2<sup>nd</sup>, 7<sup>th</sup>, 8<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup>. 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.

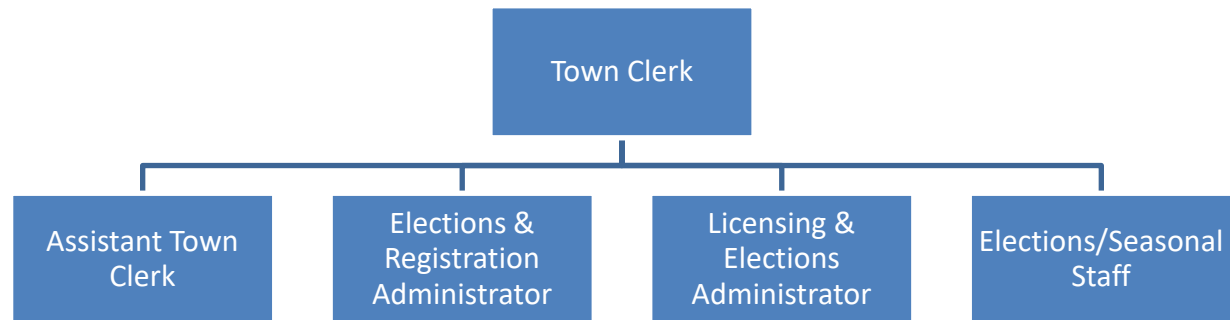


Town of *Wellesley*

FY2027 Budget Request

Office of the Town Clerk: Mission, Services & Priorities

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# 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
<b>Personal Services</b>							
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%
<b>Subtotal, Personal Services</b>	<b>330,747</b>	<b>335,935</b>	<b>376,551</b>	<b>383,096</b>	<b>447,741</b>	<b>\$ 64,644</b>	<b>16.87%</b>
Expenses	78,956	78,134	78,107	101,290	127,990	\$ 26,700	26.36%
Encumbered Expenses	-	-	-	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>78,956</b>	<b>78,134</b>	<b>78,107</b>	<b>101,290</b>	<b>127,990</b>	<b>\$ 26,700</b>	<b>26.36%</b>
<b>TOTAL</b>	<b>\$ 409,703</b>	<b>\$ 414,069</b>	<b>\$ 454,658</b>	<b>\$ 484,386</b>	<b>\$ 575,731</b>	<b>\$ 91,344</b>	<b>18.86%</b>

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>
<b>Total Number of Positions</b>	<b>4.0</b>	<b>4.0</b>	<b>4.3</b>	<b>4.2</b>	<b>4.3</b>

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
<b>PERSONAL SERVICES</b>									
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							
<b>PERSONAL SERVICES SUBTOTAL</b>			<b>330,747</b>	<b>335,935</b>	<b>376,551</b>	<b>383,096</b>	<b>447,741</b>	<b>64,644</b>	<b>16.87%</b>
<b>EXPENSES</b>									
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%
<b>EXPENSE SUBTOTAL</b>			<b>78,956</b>	<b>78,134</b>	<b>78,107</b>	<b>101,290</b>	<b>127,990</b>	<b>26,700</b>	<b>26.36%</b>
	570000	Other Charges & Expenses	-	-				\$ -	0.00%
<b>DEPARTMENT TOTAL</b>			<b>\$ 409,703</b>	<b>\$ 414,069</b>	<b>\$ 454,658</b>	<b>\$ 484,386</b>	<b>\$ 575,731</b>	<b>91,344</b>	<b>18.86%</b>

\* 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
<b>TOTAL, ALL PERSONAL SERVICES</b>						<b>\$ 447,741</b>

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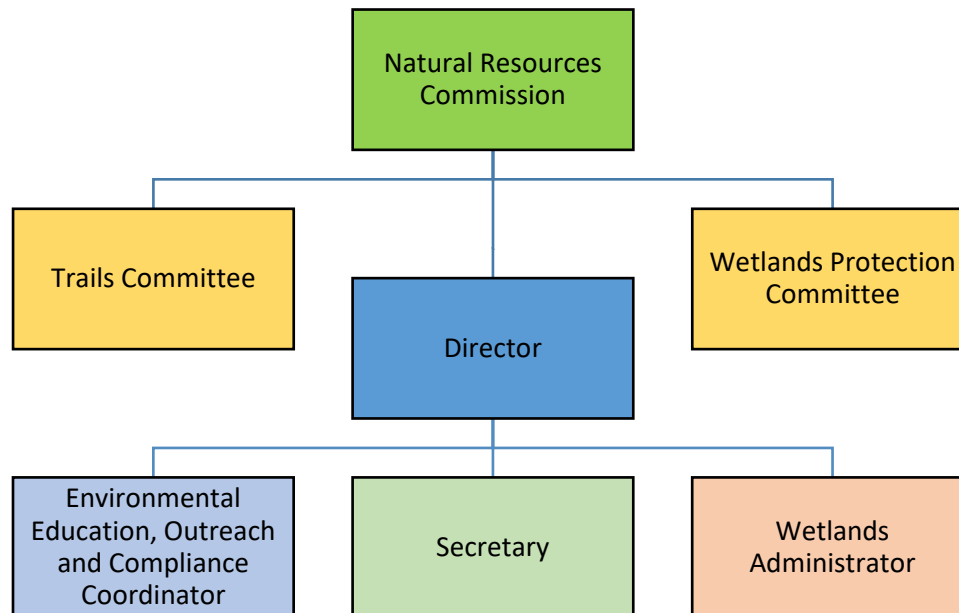
## Natural Resources Commission

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### 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.

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\*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
<b>Personal Services</b>							
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%
<b>Subtotal, Personal Services</b>	<b>285,516</b>	<b>300,836</b>	<b>319,236</b>	<b>342,953</b>	<b>352,554</b>	<b>9,601</b>	<b>2.80%</b>
 Expenses	 13,710	 23,140	 20,005	 36,350	 37,400	 1,050	 2.89%
Encumbrance	-	-	81	-	-	-	0.00%
<b>Subtotal, Expenses</b>	<b>13,710</b>	<b>23,140</b>	<b>20,086</b>	<b>36,350</b>	<b>37,400</b>	<b>1,050</b>	<b>2.89%</b>
 <b>TOTAL</b>	 <b>\$ 299,226</b>	 <b>\$ 323,976</b>	 <b>\$ 339,322</b>	 <b>\$ 379,303</b>	 <b>\$ 389,954</b>	 <b>\$ 10,651</b>	 <b>2.81%</b>

PERMANENT STAFFING (FTEs)	FY23 Actual	FY24 Actual	FY25 Actual	FY26 Budget	FY27 Request	
<b>Position Titles:</b>						
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	
<b>Total Number of Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	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
<b>PERSONAL SERVICES</b>									
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%
		<b>PERSONAL SERVICES SUBTOTAL</b>	<b>285,516</b>	<b>300,836</b>	<b>319,236</b>	<b>342,953</b>	<b>352,554</b>	<b>\$ 9,601</b>	<b>2.80%</b>

<b>EXPENSES</b>									
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%
		<b><u>HISTORICAL EXPENSES</u></b>							
01171200	534040	Printing & Mailing Expense			80			\$ -	0.00%
01171200	578015	Late Fees/ Interest Chgs						\$ -	0.00%
		<b>EXPENSE SUBTOTAL</b>	<b>13,710</b>	<b>23,140</b>	<b>20,005</b>	<b>36,350</b>	<b>37,400</b>	<b>1,050</b>	<b>2.89%</b>
01171200	570000	Other Charges and Expenses			81			\$ -	0.00%
		<b>DEPARTMENT TOTAL</b>	<b>\$ 299,226</b>	<b>\$ 323,976</b>	<b>\$ 339,322</b>	<b>\$ 379,303</b>	<b>\$ 389,954</b>	<b>\$ 10,651</b>	<b>2.81%</b>

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
<b>Total Salary</b>						<b>\$ 352,554</b>
Additional Wetlands Support/Scribe	\$ 25.00	7 hr/wk		N/A	N/A	-
Wetlands Fund Offset	-			N/A	N/A	
<b>Total Salary</b>						<b>\$ -</b>





# 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	<u>FY23 Actual</u>	<u>FY24 Actual</u>	<u>FY25 Actual</u>	<u>FY26 Budget</u>	<u>FY27 Request</u>	<u>\$ Variance FY26-27</u>	<u>% Variance FY26-27</u>
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Expenses	145,798	149,330	168,260	177,000	182,250	\$ 5,250	2.97%
<b>TOTAL</b>	<b>\$ 145,798</b>	<b>\$ 149,330</b>	<b>\$ 168,260</b>	<b>\$ 177,000</b>	<b>\$ 182,250</b>	<b>\$ 5,250</b>	<b>2.97%</b>

**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
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**PERSONAL SERVICES**

01172100	511260	Watershed Education	\$ -	\$ -	\$ -	\$ -		-	0.00%
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**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%
			<b>145,798</b>	<b>149,330</b>	<b>168,260</b>	<b>177,000</b>	<b>182,250</b>	<b>5,250</b>	<b>2.97%</b>
		570000 Other Charges and Expenses						-	0.00%
			<b>\$ 145,798</b>	<b>\$ 149,330</b>	<b>\$ 168,260</b>	<b>\$ 177,000</b>	<b>\$ 182,250</b>	<b>5,250</b>	<b>2.97%</b>



## Town of *Wellesley*

### FY2027 Budget Request

### Planning Board Operating Narrative: Mission, Services & Priorities

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#### 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.

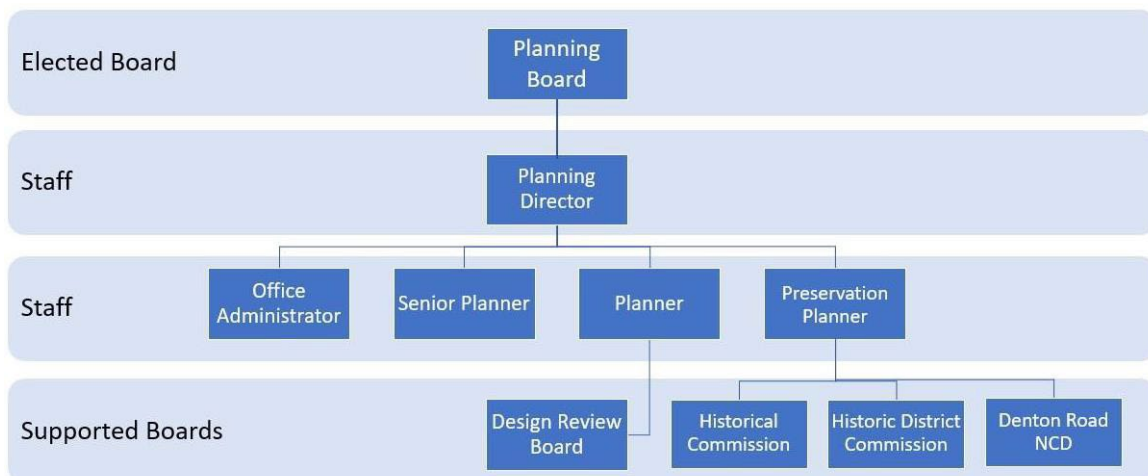


Figure 1: Structure of the Planning Department

## 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.

	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>PERMANENT STAFFING (FTEs)</b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Request</u></b>	<b><u>Request</u></b>
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>
<b>Total Number of Positions</b>	<b>4.6</b>	<b>4.6</b>	<b>4.6</b>	<b>4.6</b>	<b>4.6</b>



# 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%
<b>Subtotal, Personal Services</b>	<b>283,965</b>	<b>357,784</b>	<b>388,411</b>	<b>428,853</b>	<b>424,660</b>	<b>\$ (4,192)</b>	<b>-0.98%</b>
Expenses	7,624	24,848	18,355	85,600	85,600	\$ -	0.00%
Encumbrances	-	-	168	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>7,624</b>	<b>24,848</b>	<b>18,523</b>	<b>85,600</b>	<b>85,600</b>	<b>\$ -</b>	<b>0.00%</b>
<b>TOTAL TAX IMPACT</b>	<b>\$ 291,590</b>	<b>\$ 382,632</b>	<b>\$ 406,934</b>	<b>\$ 514,453</b>	<b>\$ 510,260</b>	<b>\$ (4,192)</b>	<b>-0.81%</b>

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	0.6	0.6	0.6	0.6	0.6
<b>Total Number of Positions</b>	<b>4.6</b>	<b>4.6</b>	<b>4.6</b>	<b>4.6</b>	<b>4.6</b>

**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			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 <sup>1</sup>	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			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			DEPARTMENT TOTAL	\$ 291,590	\$ 382,632	\$ 406,934	\$ 514,453	\$ 510,260	\$ (4,192)	-0.81%

<sup>1</sup> 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		FY27 RATE REQUEST			
		Group - Step	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	-
					<b>Total Salary \$</b>	<b>424,660</b>
Note: FY27 Salary is based on a 52.2 week year.						

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# Board of Health

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## 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.*

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Version: - 12/6/2025

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# Board of Health

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## **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 BOH<sup>1</sup>, 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."*<sup>2</sup>

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.<sup>3</sup> 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.”<sup>4</sup>*

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 Fund<sup>5</sup>, Public Health Excellence Shared Services Grants<sup>6</sup>, and SAPHE-related legislation<sup>7</sup>.

The five WHD units function collectively to carry out the nationally accepted Foundational Public Health Services (FPHS)<sup>8</sup>, 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 funds<sup>1</sup> 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.

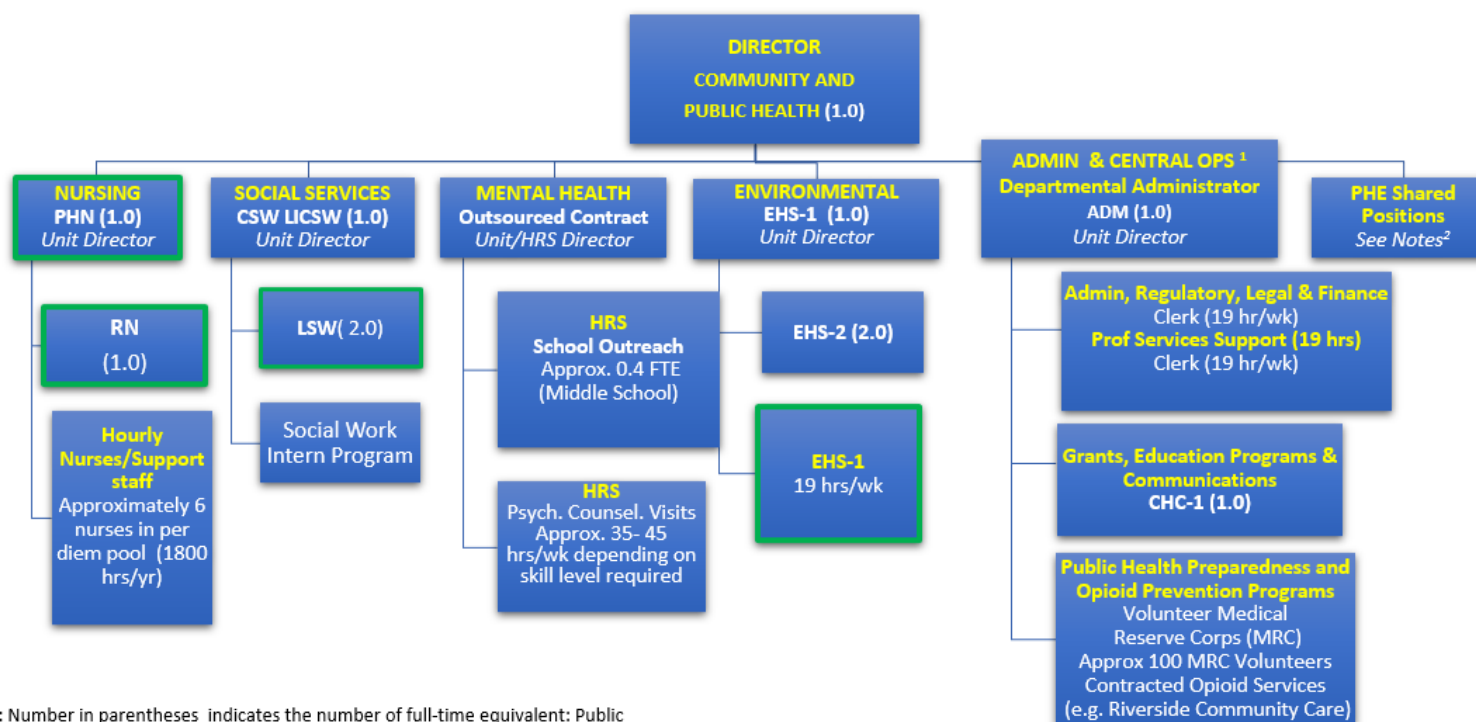
### Wellesley Health Department (WHD) Organizational Chart and Staffing

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.

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<sup>1</sup> 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.

<b>Salaried Staff</b>	<b>Title</b>	<b>Unit</b>
<a href="#"><u>Izzo, MS, RS, CHO, Leonard</u></a>	Director, Community and Public Health	Department
<a href="#"><u>Doku-Gardner, Deadra, MS</u></a>	Department Administrator and Admin & Ops Supervisor	Admin & Central Ops
<a href="#"><u>Wallace, Jhana, MPH</u></a>	Community Health Coordinator	Admin & Central Ops
<a href="#"><u>McCauley, Ann Marie, R.N.</u></a>	Public Health Nurse Supervisor	Nursing
<a href="#"><u>Denton, Ashley, R.N.</u></a>	Public Health Nurse	Nursing
<a href="#"><u>DiPersio, Adam, RS/REHS</u></a>	Senior Environmental Health Specialist	Environmental
<a href="#"><u>Calichman, Steve, RS, CHO</u></a>	Environmental Health Specialist	Environmental
<a href="#"><u>Graham, MPH, Molly</u></a>	Environmental Health Specialist	Environmental
<a href="#"><u>Faulkner, Nora, MPH</u></a>	Environmental Health Specialist	Environmental
<a href="#"><u>Saret, Joyce, MSW, LICSW</u></a>	Senior Community Social Worker	Social Services
<a href="#"><u>Alvarez, Wanda, LSW</u></a>	Community Social Worker	Social Services
Vacant	Community Social Worker	Social Services
<b>Temp/Hourly/Contract Services</b>	<b>Title/Area</b>	<b>Unit</b>
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
<b>State Sponsored and Volunteer Services</b>	<b>Title/Area</b>	<b>Unit</b>
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.

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## 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.

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### **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.

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## 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.

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## 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.

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## 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.

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## 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.

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## 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.

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## 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.

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## 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.

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## 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.

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## 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.

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## 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**

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

<b>FY26 PHE-Funded Positions</b>	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).
<b>Website</b>	<a href="#">View Site</a>
<b>Training Hub</b>	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
<b>Total</b>	<b>\$</b>	<b>325,574.30</b>	

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**

<b><u>Board of Health Operating Request</u></b>							
Department : 510							
Department Head: Leonard Izzo , Health Director							
<b>DEPARTMENT</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>EXPENDITURES</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Request</b>	<b>FY26-27</b>	<b>FY26-27</b>
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%
<b>Subtotal, Personal Services</b>	<b>723,903</b>	<b>812,637</b>	<b>888,121</b>	<b>1,109,792</b>	<b>1,138,700</b>	<b>\$ 28,907</b>	<b>2.60%</b>
Expenses	90,508	105,329	115,699	185,000	191,500	\$ 6,500	3.51%
Encumbered Expenses	-	-	589	-		\$ -	0%
<b>Subtotal, Expenses</b>	<b>90,508</b>	<b>105,329</b>	<b>116,288</b>	<b>185,000</b>	<b>191,500</b>	<b>\$ 6,500</b>	<b>3.51%</b>
<b>Total (Non- Contract Services)</b>	<b>814,411</b>	<b>917,967</b>	<b>1,004,409</b>	<b>1,294,792</b>	<b>1,330,200</b>	<b>35,407</b>	<b>2.73%</b>
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%
<b>TOTAL</b>	<b>\$ 1,080,167</b>	<b>\$ 1,186,323</b>	<b>\$ 1,270,165</b>	<b>\$ 1,595,364</b>	<b>\$ 1,639,789</b>	<b>\$ 44,424</b>	<b>2.78%</b>

## **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

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

<sup>2</sup> 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.

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

<sup>4</sup> Ibid. 1. p.13.

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

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

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

<sup>8</sup> 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

DOKU-GARDNER-DRAFT  
11-13-25

### 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%
<b>Subtotal, Personal Services</b>	<b>723,903</b>	<b>812,637</b>	<b>888,121</b>	<b>1,109,792</b>	<b>1,138,700</b>	<b>\$ 28,907</b>	<b>2.60%</b>
Expenses	90,508	105,329	115,699	185,000	191,500	\$ 6,500	3.51%
Encumbered Expenses	-	-	589	-	-	\$ -	0%
<b>Subtotal, Expenses</b>	<b>90,508</b>	<b>105,329</b>	<b>116,288</b>	<b>185,000</b>	<b>191,500</b>	<b>\$ 6,500</b>	<b>3.51%</b>
<b>Total (Non- Contract Services)</b>	<b>814,411</b>	<b>917,967</b>	<b>1,004,409</b>	<b>1,294,792</b>	<b>1,330,200</b>	<b>35,407</b>	<b>2.73%</b>
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%
<b>TOTAL</b>	<b>\$ 1,080,167</b>	<b>\$ 1,186,323</b>	<b>\$ 1,270,165</b>	<b>\$ 1,595,364</b>	<b>\$ 1,639,789</b>	<b>\$ 44,424</b>	<b>2.78%</b>

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
<b>SUBTOTAL PERMANENT</b>	<b>9.0</b>	<b>11.3</b>	<b>11.3</b>	<b>11.3</b>	<b>11.3</b>
<b>UNBENEFITTED PART-TIME STAFFING</b>	<b>0.0</b>	<b>0.0</b>			
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
<b>SUBTOTAL PART-TIME</b>	<b>2.7</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>
<b>Total FTEs (Permanent + Part-time)</b>	<b>11.7</b>	<b>12.8</b>	<b>12.8</b>	<b>12.8</b>	<b>12.8</b>

# 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
<b>PERSONAL SERVICES</b>										
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 Specst	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 Specstls	Part-time Environmental Specalist (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%
			<b>Subtotal, Personal Services</b>	<b>723,903</b>	<b>812,637</b>	<b>888,121</b>	<b>1,109,792</b>	<b>1,138,700</b>	<b>\$ 28,907</b>	<b>2.60%</b>
<b>EXPENSES</b>										
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/mailling 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/Ulticid 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									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	Group - Step	FY27 RATE REQUEST**			FY27 Budget Request	Total FY27 Budget Request
					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
Community Social Worker W. Alvarez	511205	1,628.77	81,255	A7	1,661.35			86,722	
<b>**New Full-time Community Social Worker (Vacant)</b>	511205	1,325.36	69,184	A7				69,184	155,906
Mental Health Social Worker Joyce Saret	511206	1,911.57	95,363	A10	1,949.80			101,780	101,780
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
Public Health Nurse (Full Time 35 Hours) A. Denton	511211	1,448.97	77,149	A7	1,477.94			77,149	77,149
Senior Environmental Health Specialist A. Dipersio	511220	1,828.05	91,650	A10	1,864.61			97,333	
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
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
Community Health Coordinator J. Wallace	511222	1,773.99	89,458	A7	1,809.47	N/A	N/A	94,454	94,454
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
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
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
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
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

8.3%

0.0%

6.7%

7.8%

0.0%

6.2%

0.5%

3.9%

5.6%

10.3%

2.0%

25.4%

0.0%

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



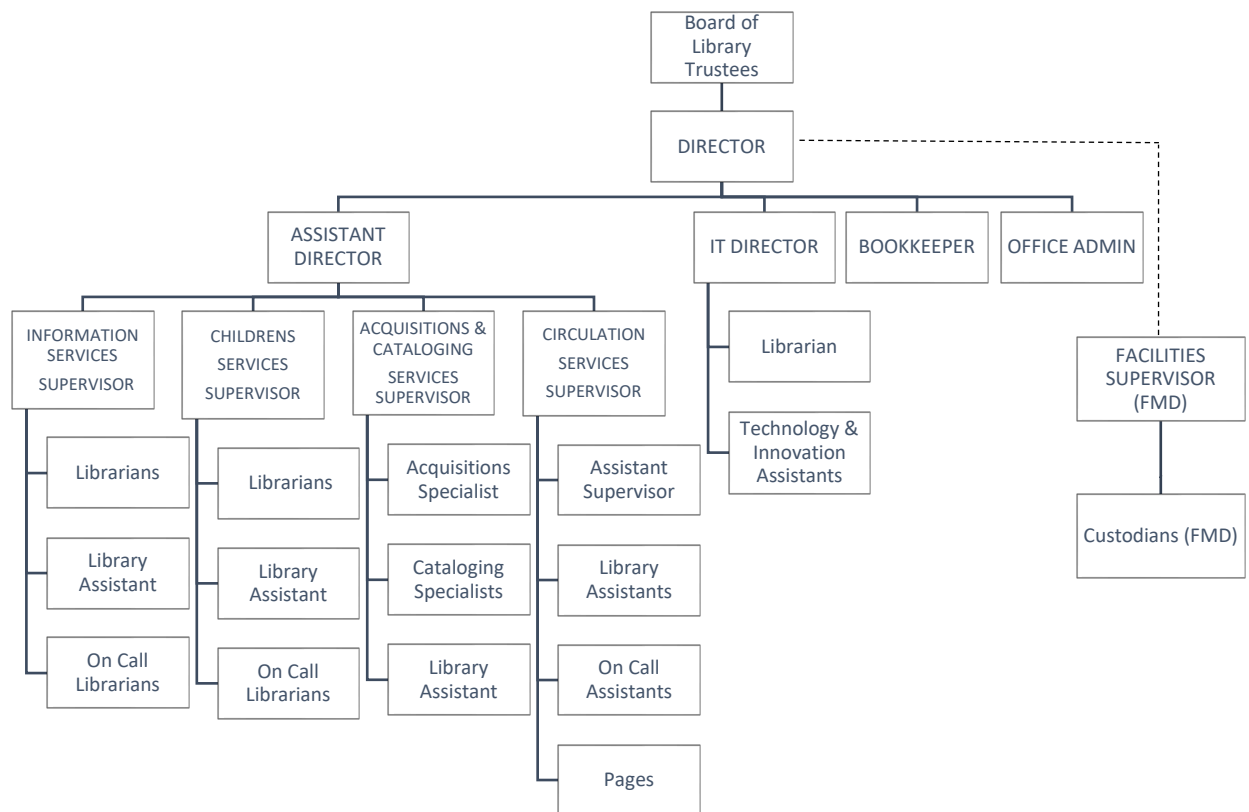
### **Mission**

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.<sup>1</sup> The state requirement ensures that all cities and towns fund their libraries at a minimum level and

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<sup>1</sup> 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**

	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>	<b>FY26- 27 Change</b>
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	<b><u>\$2,840,138</u></b>	<b><u>\$2,981,381</u></b>	<b><u>\$3,065,543</u></b>	<b><u>\$3,326,653</u></b>	<b><u>\$3,415,397</u></b>	<b>2.67%</b>

\*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**

<b>Permanent Staffing (FTEs)</b>	<b>FY23 Actual</b>	<b>FY24 Actual</b>	<b>FY25 Actual</b>	<b>FY26 Budget</b>	<b>FY27 Request</b>
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
<b>Total Number of Positions</b>	<b>37.7</b>	<b>37.7</b>	<b>37.7</b>	<b>38.7</b>	<b>38.7</b>



# 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%
<b>Subtotal, Personal Services</b>	<b>2,168,851</b>	<b>2,252,388</b>	<b>2,280,834</b>	<b>2,512,917</b>	<b>2,601,194</b>	<b>\$ 88,277</b>	<b>3.51%</b>
Expenses	671,287	724,801	783,885	813,736	842,203	\$ 28,467	3.50%
Encumbrances	-	4,192	824	-	-	\$ -	0.00%
<b>Subtotal, Expenses</b>	<b>671,287</b>	<b>728,993</b>	<b>784,709</b>	<b>813,736</b>	<b>842,203</b>	<b>\$ 28,467</b>	<b>3.50%</b>
<b>TOTAL</b>	<b>\$ 2,840,138</b>	<b>\$ 2,981,381</b>	<b>\$ 3,065,543</b>	<b>\$ 3,326,653</b>	<b>\$ 3,443,397</b>	<b>\$ 116,744</b>	<b>3.51%</b>

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
<b>Total Number of Positions</b>	<b>37.7</b>	<b>37.7</b>	<b>37.7</b>	<b>38.7</b>	<b>38.7</b>

## 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
<b>Personal Services</b>									
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%
<b>Personal Services Subtotal</b>			<b>2,168,851</b>	<b>2,252,388</b>	<b>2,280,834</b>	<b>2,512,917</b>	<b>2,573,194</b>	<b>\$ 60,277</b>	<b>2.40%</b>

## 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
<b>Expenses</b>									
01610220	555010	Children's Bound Books	129,553	130,434	129,468	148,862	148,862	\$ -	0.00%
01610220	555020	Children's Periodicals/Newspr	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%
<b>Expenses Subtotal</b>			<b>671,287</b>	<b>724,801</b>	<b>783,885</b>	<b>813,736</b>	<b>842,203</b>	<b>28,467</b>	<b>3.50%</b>
01610824	570000	Other Charges/Expenses	-	4,192	824			\$ -	0.00%
<b>DEPARTMENT TOTAL</b>			<b>2,840,138</b>	<b>2,981,381</b>	<b>3,065,543</b>	<b>3,326,653</b>	<b>3,415,397</b>	<b>88,744</b>	<b>2.67%</b>

**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 A. Yzaguirre	\$ 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

**Library Operating Request FY27  
Department: 610**

<b>Department</b>	<b>Job Title Employee Name</b>	<b>FY26 Ending Rate 6/30/26</b>	<b>HRS/Week</b>	<b>FY27 Starting Rate 7/1/26</b>	<b>Group - Step Step Date</b>	<b>Step Adjustment Rate</b>	<b>FY27 Total Salary</b>
Administration	Temporary Help	\$ 20,900.00	N/A	\$ 6,538.00	N/A		6,538
Administration	Shift Differential	\$ 8,000.00	N/A	\$ 6,000.00	N/A		6,000
Sunday	Librarians - Information Services 40 weeks	\$ 462.40	8	\$ 462.40	N/A		18,496
Sunday	Librarians - Childrens 40 weeks	\$ 462.40	8	\$ 462.40	N/A		18,496
Sunday	Library Assts. 40 weeks	\$ 823.13	8	\$ 823.13	N/A		32,925
						<b>Total Salary</b>	<b>\$ 2,573,194</b>



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

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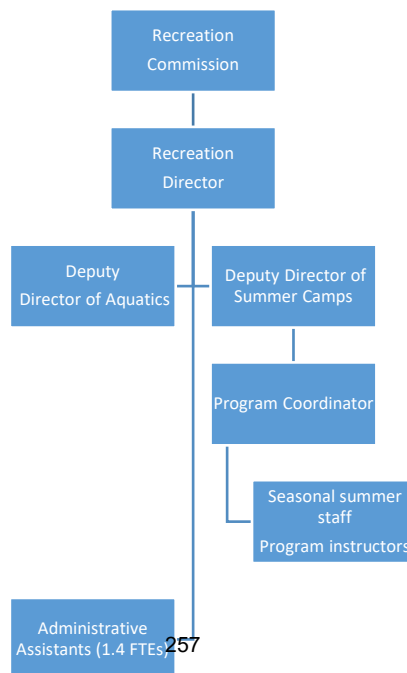
**Mission Statement**

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**

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**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**

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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%
<b>Subtotal, Personal Services</b>	<b>384,432</b>	<b>410,012</b>	<b>430,093</b>	<b>485,452</b>	<b>496,005</b>	<b>\$ 10,554</b>	<b>2.17%</b>
Expenses	21,338	17,225	14,497	25,000	25,550	\$ 550	2.20%
Encumbered Expenses	-	-	-	-	-	\$ -	0%
<b>Subtotal, Expenses</b>	<b>21,338</b>	<b>17,225</b>	<b>14,497</b>	<b>25,000</b>	<b>25,550</b>	<b>\$ 550</b>	<b>2.20%</b>
<b>Total</b>	<b>\$ 405,771</b>	<b>\$ 427,237</b>	<b>\$ 444,590</b>	<b>\$ 510,452</b>	<b>\$ 521,555</b>	<b>\$ 11,104</b>	<b>2.18%</b>

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>
<b>Total Number of Positions</b>	<b>5.4</b>	<b>5.4</b>	<b>5.4</b>	<b>5.4</b>	<b>5.4</b>

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
<b>PERSONAL SERVICES</b>										
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%
			<b>PERSONAL SERVICES SUBTOTAL</b>	<b>384,432</b>	<b>410,012</b>	<b>430,093</b>	<b>485,452</b>	<b>496,005</b>	<b>10,554</b>	<b>2.17%</b>
<b>EXPENSES</b>										
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%
			<b>EXPENSE SUBTOTAL</b>	<b>21,338</b>	<b>17,225</b>	<b>14,497</b>	<b>25,000</b>	<b>25,550</b>	<b>550</b>	<b>2.20%</b>
01630809	570000	Other charges & Expenses	Encumbered Expenses from Prior Fiscal year						-	0.00%
			<b>DEPARTMENT TOTAL</b>	<b>\$ 405,771</b>	<b>\$ 427,237</b>	<b>\$ 444,590</b>	<b>\$ 510,452</b>	<b>\$ 521,555</b>	<b>11,104</b>	<b>2.18%</b>

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 Chad	\$ 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	-
					<b>Total Salary</b>	<b>\$ 496,005</b>

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	