

ARLINGTON FINANCE COMMITTEE
MINUTES OF MEETING
7:30PM COMMUNITY SAFETY BUILDING
3/28/11

ATTENDEES:

McGaffigan*	Bayer*	Jenkins*	Phelps*	Corredera*
DeCoursey	Connors*	Simmons*	Gibian*	
Tosti	Foskett*	Deyst*	Ronan*	
Ferrara*	Franclemont*	Jones	Deshler*	
DuBois*	Howard*	Fanning*	Carman*	Turkall*

* Indicates present

VISITORS: Bill Frankenstein NFI, Chris Tittle NFI

MINUTES of 3/23 accepted as corrected. Unanimous
Charlie Foskett chaired the meeting,

ART 55 RECLASSIFICATION: PerSubCom(Phelps) presented a list of 6 reclassifications, 4 new positions and 3 position deletions (Ref 1). She said that out of 30 requests only these were approved. She answered questions from the committee. VOTED to approve the list & appropriate \$6898. Unanimous. The other changes are in the budgets.

BUD 4 PERSONNEL: PerSubCom(Phelps) recommended the budget as printed. If there are put backs, she recommends adding \$13k to training. VOTED \$167,872 Unanimous

AYCC ENTERPRISE FUND: HumSerSubCom(Franclemont) recommended the budget as printed. She reminded the committee of the points made by Director Connolly on 3/9. The Town's contribution is reduced by \$100k to \$89,066. VOTED Revenue \$437,566, Expenses \$434,923 Unanimous

COA TRANS ENTERPRISE FUND: HumSerSubCom(Franclemont) recommended the budget as printed. She noted that the CoA is fundraising for this budget and that CoA is using private funds under its control. VOTED Revenue \$98,050 Expenses \$96,418. Unanimous

BUD 22a HEALTH & HUMAN SERVICES: HumSerSubCom(Franclemont) After making a small correction in one salary, she recommended the rest of the budget as printed. In case of put backs, she would restore the inspector and \$6k for mosquito control (\$4k to DPW, \$2k to Health Dept). VOTED \$259,329 Unanimous.

BUD 22b VETERANS HumSerSubCom(Franclemont) recommended the budget as printed but warned that increases might be needed as more veterans come back. VOTED \$ 326,585 Unanimous

BUD 22c COUNCIL ON AGING HumSerSubCom(Franclemont) recommended the budget as printed. VOTED \$160,280 Unanimous

W&S ENTERPRISE FUND: PubWksSubCom (Ferrara) reviewed this budget using annotated budget pages Ref 2. These pages include more accurate MWA assessments and some smaller corrections. VOTED Revenues \$17,579,732 Expenses \$17,579,732 16-1 There were no reductions in personnel that were expected with the new automated water meters.

BUD 19 INSPECTIONS PubSafSubCom (Bayer) recommended the budget as printed. He noted that fees have totaled \$563k so far and may reach \$1m. VOTED \$367,242 Unanimous

RECREATION ENTERPRISE FUND: HumSerSubCom(Franclemont) provided a detailed budget & budget history. She recommended the budget as printed. VOTED Revenue \$542,500 Expenses \$528,351 Unanimous

RINK ENTERPRISE FUND HumSerSubCom(Franclemont) provided a detailed budget & budget history. She noted that Town still does not officially own the rink. She recommended the budget as printed. VOTED Revenue \$543,800 Expenses \$538,736 Unanimous

ART 67 PENSION ADJUSTMENTS: VOTED to approve as printed in the warrant. Unanimous

ART 69 COLA BASE The Chair explained that the proposed increase in the base would cost the Retirement Fund about \$54,000 should the Pension Board approve a COLA. In discussion, some members thought that since the base had been unchanged for many years, this was a reasonable inflation adjustment. Others noted that there will be no COLA for employees. Also there will be no net increase in Social Security payments. Some noted that this proposal could be brought up again when the economy improves. VOTED No action 16-1

Ref 1 Positions Reclassification
Ref 2 W&S Presentation

COMMITTEE VOTED that the Chair & Vice Chairs have the authority to make minor budget adjustments w/o formal approval of the committee. Unanimous

RESERVE FUND BALANCE- \$916,740

Peter B Howard 3/29/11

cc FinCom Members, Library File, Town Web Site

VOTE SUMMARY – Articles

# 2/10	#	#	Title	Date Heard	Date Voted	Status (Unlisted votes were unanimous)
14			Affordable Housing Requirements	2/9		
15,16			Assisted Living	2/9		
21			Closing Of Warrant	2/16		Wait for BoS
22			Standing Votes	2/16		Wait fot BoS
23			Snow Shoveling	2/9		
30			Civil Service Exemptions	2/9		
32			GIS Health Reimbursement Accounts	2/9,2/23		Requested wording
33			Antenna Leases Renewal	2/9		
34			PAYT Program	2/14		
35			Trash Removal Enforcement	2/14		
36			Transfer of 23 Maple St	2/9		
37			Disposition of 23 Maple St	2/9		
38			Disposition of Parmenter	2/9		
39			Disposition of Crosby	2/9		
40			Crosby School Land	2/16		
41			Brick Curb Cut Policy	2/16		No report
42			Bricks Replacement Senior Ctr	2/16		Requested info
43			Reserve Fund Policy	2/14	2/14	No action
44			Consolidate Human Resource Dept	2/9,3/14		
45			Human Resource Dept Pay Plan	2/9		
46			Financial Report	3/14		
47			Budget Submissions	3/14		
49			Economic Advisory Group	3/14		
50			Extend ReOrg Committee	3/14		
51			Consolidation Finance Depts	3/2		
54			Collective Bargaining	2/9	2/9	Report @ TM
55			Positons Reclssifications	3/28	3/28	\$6898
57			Capital Budget	2/28	2/28	\$8,448,540
58			Sidewalks on MassAve	3/14	3/14	No action
59			Sewers	2/9		
60			Water	2/9		
61			Minuteman Tech	3/23	3/23	\$2,352,988
62			Committees & Commissions	2/9	2/16	\$14,760
63			Celebrations	2/9	2/16	\$10,167
64			Misc Appropriations-Indemnity	2/9	3/2	\$9,540
65			Water Bodies	2/23	2/23	No action
66			Water Bodies	2/23	2/23	\$20,000
67			Pension Adjustment	2/7 3/28	3/28	Approce
68			OPEB	2/7		
69			Increase COLA Base	2/7 3/28	3/28	No action 16-1
70			Increase Survivors Benefits	2/7		
71			Local Option Taxes	3/14	3/14	No action
72			Tip Fee Stab Fund	3/14	3/14	\$450,000
73			Transfer of Cemetery Funds			
74			Overlay Reserve	3/14	3/14	\$200,000
75			Stabilization Fund	3/14		
76			Free Cash	3/14	3/14	\$385,249
STM2			Amendments to FY11 budget	3/21		Jones
STM3			AHS Repair	3/16,21		Chapdelaine
STM4			Stratton School Capital Budget			Turkall
STM5			Thompson School Capital Budget			Turkall
STM6			Unpaid bills from previous years	3/16		Ronan
STM7			Mass Ave Sidewalks			

VOTE SUMMARY-Budgets

#	Title	Date Heard	Date Voted	Amount	Vote Unlisted votes were unanimous
1	FinCom	2/16	2/16	10618	
2	Board of Selectmen	3/14	3/14	341378	
3	Town Manager	2/23	2/23	399995	
4	Personnel	3/28	3/28	167872	
5	Information Technology				
6	Comptroller	2/23	2/23	388576	
7	Treasurer	3/9,21	3/21	558985	
8	Postage	3/21	3/21	156848	
9	Assessors	2/28	2/28	295315	
10	Legal	2/23	2/23	409219	
11	Town Clerk	3/9			
12	Registrar of Voters	3/21	3/21	57863	
13	Parking	3/21	3/21	106460	
14	Planning	2/28	3/2	222421	
15	Redevelopment Board	3/23	3/23	270539	
16	Zoning Board of Appeals	3/2	3/2	18084	
17	Public Works	3/23	3/23	7048305	Cemetery 11-2 Sanitation tabled
18a	Community Safety Admin	3/9	3/9	389059	
18b	Police	3/9	3/9	5485412	
18c	Fire	3/2	3/2	5282657	
18d	Support	3/9	3/9	718214	
19	Inspections	3/28	3/28	367242	
20	Education	3/16	3/21	38516006	
21	Library	2/16	2/16	1804517	
22a	Health & Human Services	3/9	3/28	259329	
22b	Veterans	3/9	3/28	326585	
22c	COA	3/9	3/28	160280	
23	Retirement	3/21	3/21	7329440	
24	Insurance	3/2,3/9	3/9	19986646	
25	Reserve Fund				=
W&S EF	Rev 17579732 Exp 17579732	3/28	3/28		16-1
Rec EF	Rev 542500 Exp 528351	3/28	3/28		
Rnk EF	Rev 543800 Exp 538736	3/28	3/28		
COA EF	Rev 98050 Exp 96418.	3/9	3/28		
Youth EF	Rev 437566 Exp 434923	3/9,3/28	3/28	89066	

2011 Town Meeting Request – Positions Reclassification Article, #55
EP, 3/28/2011

By reclassifying the following positions:

There were 30 requests for reclassification. The following were approved. Three require Town Meeting appropriations as shown below, for a total of \$6,898.

- | | | |
|---|--------|---------|
| A. Senior Loan Officer ATP3 to ATP4
Weatherization (Grant Funded) | FTE1 | |
| B. Director of Veterans Services ATP4 to ATP5
Health and Human Services | FTE1 | \$2,736 |
| C. Information and Referral Specialist OA3 to OA5
Health and Human Services | FTE.54 | \$1,977 |
| D. Public Health Compliance Officer ATP7 to ATP8
Health and Human Services | FTE1 | \$2,185 |
| E. Youth Health and Safety Coordinator ATP7 to ATP8
Health and Human Services (Grant Funded) | FTE1 | |
| F. Recreation Supervisor ATP6 to ATP7
Recreation (Enterprise Fund) | FTE1 | |

By adding the following positions:

- | | | |
|--|--------|--|
| A. Office Manager – Health and Human Services ATP5
Health and Human Services | FTE.8 | |
| B. Administrative Assistant/Billing Agent AYCC ATP4
Health and Human Services | FTE1 | |
| C. GIS Coordinator
Information and Technology ATP9 | FTE1 | |
| D. Public Information Officer ATP13
Town Manager | FTE.69 | |

By deleting the following positions:

- | | | |
|---|------|--|
| A. Principal Clerk and Secretary – Health and Human Services
Health and Human Services | FTE1 | |
|---|------|--|

- | | |
|--|---------|
| B. Principal Clerk and Secretary – Youth Services
Health and Human Services | FTE1 |
| C. Web Content Manager ATP7 | FTE .54 |

Presentation to the Arlington Finance Committee



Water and Sewer Enterprise Fund – Proposed FY12 Budget

Ryan Ferrara

EXPENDITURES		FY2009 ACTUALS	FY2010 ACTUALS	FY11 BUDGET	FY2012 PROJECTION	DOLLAR AMT INC/(DEC)	PCT CHANGE	Reference #
SEWER COLLECTION SYSTEM								
6505006	5101 LABOR	428,457	402,537	407,287	453,281	45,994	11.29%	1
6505006	5103 OVERTIME	0	0	0		0		
6505006	5203 MAINT SANITARY SEWER SYS:EQUIP	0	2,664	0	0	0		
6505006	5299 EXPENSES	0	900	0	0	0		
SUBTOTAL SEWER COLLECTION SYSTEM		428,457	406,101	407,287	453,281	45,994	11.29%	
INDIRECT CHARGES SEWER								
6505013	5701 WORKERS COMP COST	6,000	6,000	6,000	6,000	0		
6505013	5702 UNEMPLOYEMT COMP COSTS	1,500	1,500	1,500	1,500	0		
6505013	5707 RETIREMENT COSTS	322,331	371,199	376,063	424,329	48,266	12.83%	2
6505013	5713 HEALTH BENEFITS	272,677	269,073	359,327	385,443	26,116	7.27%	3
6505013	5903 SEWER MAINT INDIRECT COST	212,987	243,430	242,136	242,200	64	0.03%	
SUBTOTAL INDIRECT CHARGES SEWER		815,495	891,201	985,026	1,059,472	74,446	7.56%	
SEWER COLLECTION EXPENSES								
6505082	5202 PROFESSIONAL/CONTRACT SERVICE	66,345	25,107	90,000	70,000	(20,000)	-22.22%	4
6505082	5211 ELECTRICITY	24,499	25,147	50,000	29,000	(21,000)	-42.00%	5
6505082	5218 TRAINING	1,200	1,200	2,000	2,000	0		
6505082	5224 MATERIALS, EQUIPMENT, & TOOLS	19,527	27,947	24,000	24,000	0		
SUBTOTAL SEWER COLLECTION EXPENSES		111,571	79,402	166,000	125,000	(41,000)	-24.70%	

EXPENDITURES		FY2009 ACTUALS	FY2010 ACTUALS	FY11 BUDGET	FY2012 PROJECTION	DOLLAR AMT INC/(DEC)	PCT CHANGE	Reference #
MWRA ASSESSMENT SEWER								
6505011	5630 MWRA ASSESSMENT	6,367,419	6,732,264	6,761,270	7,253,472	492,202	7.28%	6
MATURING TOWN DEBT SEWER								
6505004	433001 I/I GRANT	0		0	0	0		
6505004	433001 I/I GRANT	0		0	0	0		
6505004	433001 I/I GRANT	0		0	0	0		
6505004	433001 I/I GRANT	(245,610)		0	0	0		
6505004	433001 I/I GRANT	0		0	0	0		
6505004	433002 I/I LOAN	(655,000)		0	0	0		
6505004	433002 I/I LOAN	(1,200,000)		0	0	0		
6505004	433002 I/I LOAN	0		0	0	0		
6505004	433002 I/I LOAN	0		0	0	0		
6505004	433002 I/I LOAN	0		0	0	0		
6505004	433002 I/I LOAN	0		0	0	0		
6505004	433002 I/I LOAN	0		0	0	0		
6505004	433002 I/I LOAN	(300,190)		0	0	0		
6505004	433002 I/I LOAN	0		0	0	0		
6505004	5580 REHAB SEWE	20,860		0	0	0		
6505004	5580 PIPELINE A	584,243		0	0	0		
6505004	5580 PIPELINE A	630,601		0	0	0		
6505004	5580 PIPELINE	0		0	0	0		
6505004	5580 SEWER REH	2,196		0	0	0		
6505004	5580 SEWER REH	0		0	0	0		
6505004	5580 SEWER SYS	411,368		0	0	0		
6505004	5580 REHAB SWR	146,369		0	0	0		
6505004	5580 GOULD/FORE	5,207		0	0	0		
6505004	5580 MYSTIC BAN	216,193		0	0	0		
6505004	5580 YEAR 3	0		0	0	0		
6505004	5580 REHAB SWR	0		0	0	0		
6505002	5760 MATURING T	226,127	320,298	311,421	312,125	704	0.23%	
6505003	5580 SEWER REHA	75,398	200,000	200,000	200,000	0		
SUBTOTAL MATURING TOWN DEBT SEWER		(82,239)	520,298	511,421	512,125	704		
TOTAL SEWER COLLECTION SYSTEM		7,640,703	8,629,265	8,831,004	9,403,350	572,346		
STORM SEWERS COLLECTION SYSTEM								
6505007	5202 PROFESSIONAL/CONTRACT SERVICE	58,200	82,781	51,000	71,000	20,000	39.22%	7
6505007	5224 MATERIALS, EQUIPMENT & TOOLS	4,217	0	5,000	5,000	0		
TOTAL STORM SEWERS COLLECTION SYSTEM		62,416	82,781	56,000	76,000	20,000	35.71%	

EXPENDITURES		FY2009 ACTUALS	FY2010 ACTUALS	FY11 BUDGET	FY2012 PROJECTION	DOLLAR/AMT INC/(DEC)	PCT CHANGE	Reference #
WATER DISTRIBUTION SYSTEM								
6505502	5101 WATER DISTRIB SYS: LABOR	648,593	741,649	753,505	758,239	4,734	0.63%	
6505502	5102 SALARIES & WAGES TEMP	200	18,750	18,750	18,750	0		
6505502	5103 OVERTIME	149,128	206,311	80,000	100,000	20,000	25.00%	8
6505502	5111 DOUBLE TIME	31,166	59,189	22,000	30,000	8,000	36.36%	9
6505502	5119 OUT OF GRADE PAY	338	2,376	2,000	2,000	0		
6505502	5156 LONGEVITY	4,600	5,600	5,400	6,272	872	16.15%	
6505502	5218 TRAINING	580	0	0	0	0		
6505502	5241 UNIFORMS,BADGES AND GLOVES	0	0	1,200	0	(1,200)	-100.00%	
6505502	5260 STIPENDS	0	0	5,700	20,800	15,100	264.91%	10
6505502	5530 MAINT WATER DISTRIB: EXP	200	0	0	0	0		
6505502	5830 MAINT WATER DISTRIB: EQUIP	96	48	0	0	0		
SUBTOTAL WATER DISTRIBUTION SYSTEM		834,900	1,033,923	888,555	936,061	47,506	5.35%	
INDIRECT CHARGES - WATER								
6505513	5701 WORKERS COMP COST	1,000	1,000	1,000	1,000	0		
6505513	5702 UNEMPLOYMENT COMP COSTS	1,000	1,000	1,000	1,000	0		
6505513	5707 RETIREMENT COSTS	203,854	371,199	376,063	424,329	48,266	12.83%	2
6505513	5713 HEALTH BENEFITS	272,677	269,073	359,327	385,443	26,116	7.27%	3
6505513	5903 INDIRECT COSTS	212,988	242,790	242,136	242,200	64	0.03%	
SUBTOTAL INDIRECT CHARGES - WATER		691,519	885,061	979,526	1,053,972	74,446	7.60%	
WATER DISTRIBUTION								
6505582	5202 PROFESSIONAL/CONTRACT SERVICE	95,548	74,624	115,000	110,000	(5,000)	-4.35%	
6505582	5218 TRAINING	8,261	2,504	5,000	5,000	0		
6505582	5224 MATERIALS, EQUIPMENT, & TOOLS	254,033	230,603	210,000	220,000	10,000	4.76%	
6505582	5241 CLOTHING ALLOWANCE	3,600	5,200	5,200	5,600	400	7.69%	
6505582	5260 STIPENDS	300	300	300	300	0		
6505582	5299 EXPENSES	13,946	0	0	0	0		
6505582	5530 MAINT WATER DISTRIBUTION	200	0	0	0	0		
SUBTOTAL WATER DISTRIBUTION		375,839	313,231	335,500	340,900	5,400	1.61%	

EXPENDITURES		FY2009 ACTUALS	FY2010 ACTUALS	FY11 BUDGET	FY2012 PROJECTION	DOLLAR AMT INC/(DEC)	PCT CHANGE	Reference #
MWRA ASSESSMENT WATER								
6505511	5630 MWRA ASSESSMENT	3,798,111	3,893,299	3,993,340	4,080,393	87,053	2.18%	6
TOTAL WATER DISTRIBUTION SYSTEM		5,700,418	6,125,515	6,196,921	6,411,326	214,405		
WATER/SEWER PROPERTIES								
6505504	5101 MAINT WATER PLANT: LABOR	428,458	402,537	407,287	453,281	45,994	11.29%	1
6505514	5211 ELECTRICITY	22,376	23,109	28,200	28,600	400	1.42%	
6505514	5214 NATURAL GAS	32,921	31,055	25,000	22,100	(2,900)	-11.60%	11
6505514	5299 EXPENSES	1,088	1,161	0	0	0		
6505514	5530 GREAT MEADOWS: EXP	2,708	2,724	4,000	4,000	0		
TOTAL WATER/SEWER PROPERTIES		487,550	460,585	464,487	507,981	43,494		
REHAB WATER SYSTEM CAPITAL								
6505506	5580 REHAB WATER SYSTEM CAPITAL	10,000	79,747	300,000	100,000	(200,000)	-66.67%	
TOTAL REHAB WATER SYSTEM CAPITAL		10,000	79,747	300,000	100,000	(200,000)	-66.67%	
MATURING TOWN DEBT WATER								
6505509	5760 MATURING TOWN DEBT PRINCI	163,800	349,300	449,300	559,300	110,000	24.48%	
6505516	5760 MATURING TOWN DEBT PRINCI	271,883	200,000	253,875	246,775	(7,100)	-2.80%	
TOTAL MATURING TOWN DEBT WATER		435,683	549,300	703,175	806,075	102,900	14.63%	

EXPENDITURES		FY2009 ACTUALS	FY2010 ACTUALS	FY11 BUDGET	FY2012 PROJECTION	DOLLAR AMT INC/(DEC)	PCT CHANGE	Reference #
WATER MAINT CAPITAL OUTLAY								
6505516	5830 WATER METER PROGRAM	113,654	0	0	0	0		
6505517	5850 3030,000# GWV	0	75,000	0	75,000	75,000		
6505517	5851 VEHICLES EQUIPMENT	7,502	5,000	5,000	0	(5,000)	-100.00%	
6505519	5830 HYDRANT REPLACE PROGRAM	29,899	0	0	0	0		
6505519	5830 HYDRANT REPLACE PROGRAM	63,185	10,805	0	0	0		
6505519	5830 EQUIPMENT	5,085	31,730	0	0	0		
6505519	5830 HYDRANT REPLACE PROGRAM	0	46,339	50,000	100,000	50,000	100.00%	12
6505520	5850 LIFT STATION UPGRADE	0	7,000	50,000	50,000	0		
6505520	5890 SMALL EQUIPMENT	0	0	0	5,000	5,000		
6505521	5850 TELEMETRY	8,000	8,000	0	0	0		
6505518	5850 WATER/SEWER PLANS	0	0	0	45,000	45,000		13
6505522	5850 TRASH PUMP	10,395	4,605	0	0	0		
TOTAL WATER MAINT CAPITAL OUTLAY		237,720	188,479	105,000	275,000	170,000	161.90%	
TOTAL WATER DISTRIBUTION SYSTEM		6,871,371	7,403,625	7,769,583	8,100,382	330,799		
TOTAL EXPENDITURES		14,574,491	16,115,672	16,656,587	17,579,732	923,145	5.54%	
	Personnel Services Summary	1,691,815	1,842,560	1,703,129	1,842,623			
	Expenses Summary	608,967	533,463	614,700	596,600			
	MWRA Assessment	10,165,530	10,625,563	10,754,610	11,333,865			
	Indirect Charges	425,975	486,220	484,272	484,400			
	Capital and Debt	601,164	1,337,824	1,619,596	1,693,200			
	Health Insurance	545,354	538,145	718,654	770,886			
	Retirement	526,185	742,397	752,126	848,658			
	Workers Comp/Unemployment	9,500	9,500	9,500	9,500			
	TOTAL	14,574,491	16,115,672	16,656,587	17,579,732			
	REVENUES	(14,686,474)	(15,395,616)	(16,733,559)	(17,579,732)			
	BALANCE	(111,983)	720,056	(76,972)	0			

REVENUES		FY2009 ACTUALS	FY2010 ACTUALS	FY11 BUDGET	FY2012 PROJECTION	DOLLAR AMT INC/(DEC)	PCT CHANGE	
WATER/SEWER ENTERPRISE								
650	4972 TRANSFER FROM OTHER FUNDS	(5,593,112)	(5,593,112)	(5,593,112)	(5,593,112)	0		
650	4973 USE OF RETAINED EARNINGS	0	(287,809)	0	(283,943)	(283,943)		
650450	421000 SEWER USER CHARGES	(8,929,043)	(9,317,281)	(10,996,461)	(11,448,677)	(452,216)	4.11%	15
650450	421100 WATER LIENS	(108,076)	(125,313)	(63,575)	(120,000)	(56,425)	88.75%	
650450	421400 LIENS COSTS	(9,076)	(10,929)	(5,000)	(5,000)	0		
650450	421900 INTEREST & PENALTIES	(26,172)	(31,274)	(27,611)	(40,000)	(12,389)	44.87%	
650450	422900 WATER CONNECTION FEES	(1,100)	(25,400)	(26,349)	(72,000)	(45,651)	173.26%	14
6505005	4520 INTEREST & DIVIDENDS	(19,895)	(4,498)	(21,451)	(17,000)	4,451	-20.75%	
TOTAL	WATER/SEWER ENTERPRISE	(14,686,474)	(15,395,616)	(16,733,559)	(17,579,732)	(846,173)	5.06%	
TOTAL REVENUE		(14,686,474)	(15,395,616)	(16,733,559)	(17,579,732)	(846,173)	5.06%	

Other Notable Items

- Capital Improvement Program
- Automated Meter Reading initiative
- Unaccounted For Water
- MWRA Wholesale Outlook

Summary Recommendations

- Increase expenditures as outlined on 'Proposed FY11 Water and Sewer Budget Summary' by \$256,077
- Correspondingly adjust the 'Sewer User Charges' line item to (\$11,448,677)
- Recommendation to Finance Committee: Revise the FY12 Water and Sewer Enterprise Fund budget to include the adjustments outlined above, reflecting Final FY12 expenses and corresponding revenues of \$17,579,732

Proposed FY12 Water and Sewer Budget Summary

Reference #	Line Item	Original Budget Amount	Revised Budget Amount	Difference	Description
1	Labor (Sewer)	453,281	453,281	\$0	This line item represents the Public Works portion of the W&S offset split evenly between the water and sewer budgets based on FY11 budgeted expenses for Public Works Administration, Highway, Engineering and Vehicle Repair Divisions; Entry under Labor (Water) appears to be a typo
1	Labor (Water)	453,821	453,281	(\$540)	
2	Retirement Costs (Sewer)	424,329	424,329	\$0	'Retirement Costs' line item is the sum of allocated retirement to other town departments multiplied times W&S operating costs as a % of total town operating costs plus direct costs related to Water and Sewer employees; The total is then split equally among the water and sewer budgets
2	Retirement Costs (Water)	424,329	424,329	\$0	
3	Health Benefits (Sewer)	385,443	385,443	\$0	'Health Benefits' includes the direct health related charges for Water and Sewer employees and the allocated health costs to other town departments
3	Health Benefits (Water)	385,443	385,443	\$0	
4	Professional/Contract Service (Sewer)	70,000	70,000	\$0	\$20K decrease to bring the budget in line with past actual expenditures for Professional/Contract Service; Services typically utilized include water quality testing, consultants, etc.
5	Electricity (Sewer)	29,000	29,000	\$0	\$21K decrease to bring the budget in line with past actual expenditures for electricity
6	MWRA Assessment (Sewer)	6,964,108	7,253,472	\$289,364	Revised MWRA assessment based on updated February 17, 2011 preliminary assessments from
6	MWRA Assessment (Water)	4,113,140	4,080,393	(\$32,747)	MWRA
7	Professional/Contract Service (Storm Drains)	71,000	71,000	\$0	\$20K increase; Reflects new regulations proposed by EPA for storm drain environmental compliance; DPW projects this line item will increase in future fiscal years
8	Overtime (Water Distribution System)	100,000	100,000	\$0	\$20K increase to bring the budget in line with past actual expenditures
9	Double Time (Water Distribution System)	30,000	30,000	\$0	\$8K increase to bring the budget in line with past actual expenditures
10	Stipends (Water Distribution System)	20,800	20,800	\$0	\$15.1K increase is based on a recalculation of this line item; Stipends is for "on-call" pay; \$200 X 2 positions X 52 weeks = \$20,800
11	Natural Gas (Water/Sewer Properties)	22,100	22,100	\$0	11.6% decrease is predicated on upgrades to the HVAC equipment in the DPW building; DPW staff anticipate the upgrades will reduce Natural Gas costs
12	Hydrant Replacement Program (Water Main Capital Outlay)	100,000	100,000	\$0	\$50K increase needed to address aging infrastructure; The program will include new/replacement valve work
13	Water/Sewer Plans (Water Main Capital Outlay)	45,000	45,000	\$0	New line item to scan water and sewer records to a digital format for archiving and improved access to records
Subtotal Expenses				\$256,077	
14	Water Connection Fees (Revenue)	(72,000)	(72,000)	\$0	Projected \$45.7K increase in revenue is based on revised water connection fees implemented in FY11; YTD revenue trends support the adjustment
15	Sewer User Charges (Revenue)	(11,192,600)	(11,448,677)	(\$256,077)	Revised figure reflects increased 'Sewer User Charges' revenue needed to offset adjustments in Proposed FY12 Expenses above
Subtotal Revenue				(\$256,077)	