

Town of Mansfield
Expenditure Budget Report

2018 Operating Budget

440 - SEWER DEPT							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
604401-511001	SEWER - MANAGEMENT SALARIES	\$176,207.53	\$190,722.00	\$94,139.27	\$206,180.00		
	Chris Rositer Grade J Step 7 (MFN) \$ 95,252.44/ year	\$1,831.78 /week	\$ 45.79/hour	(MFN accrual = \$ 366.32) = \$ 95,618.76			
	Ross, William 15% (Sewer) \$22,316.58						
	Azinheira, Lee 25% (MFN) \$38,099.49 5% (Sewer) \$7,619.98						
	Azinheira, Lee \$15,000 OPM MFN						
	Alves, Rick 25% (Sewer) \$ 26,524.30						
	MFN Total = \$ 148,718.25						
	Sewer Total = \$ 57,460.86						
	Total: \$ 206,179.11						
604401-511002	SEWER - SUPERVISORY SALARIES	\$253,305.01	\$273,556.00	\$108,527.51	\$293,815.00		
	Richard Stewart - Chief Operator Step 4 \$ 33.27/hr \$1,330.08wk \$ 69,164.16/yr (MFN) (accrual = \$ 268.00)						
	Longevity = \$ 525.00						
	Total = \$ \$69,689.16/year \$ 1,340.18/week \$ 33.50/hour						
	Ken Weir Senior Foreman Step 7 \$ 32.93 \$ 1,317.20 \$ 68,494.40 (MFN) (accrual = \$273.04)						
	Longevity = \$1,000.00						
	Welding Stipend = \$1,500.00						
	Total = \$70,994.40/year \$ 1,365.28/month \$34.13/hour						
	James Boliver IPP Coordinator Grade F Step 4 \$ 36.39/hour \$1,455.60/week \$ 75,691.20 (MFN) (accrual = \$ 291.12)						
	Bishop-Billing Supervisor Grade C Step 6 + 1% \$ 35.20/hour \$ 1,320.00/week \$ 68,640.00 x.30%=\$ 20,592.00 SEWER 30% Split 70/30 with Water Division						
	Gauthier Grade C Step 6 + 1% Admin Sec/Billing Supervisor \$35.20/hr SEWER 25% = \$17,160.00						
	Collins DPW Office Manager 15% Sewer = \$10,562.25 10% MFN = \$ 7,041.50						

Town of Mansfield
Expenditure Budget Report

2018 Operating Budget

440 - SEWER DEPT		FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
Account Number	Account Description						
	Assistant Engineer 30 % Sewer = \$ 22,083.75						
	MFN total = \$ 223,416.26						
	Sewer total = \$ 70,398.00						
	Total: \$ 293814.26						
	FTE: 3.8						
604401-511004	SEWER - SECRETARIAL/CLERICAL	\$25,619.06	\$26,649.00	\$8,043.12	\$18,388.00		
	Lisa Barry - Bookkeeper Step 3 \$ 45,994.39/year \$ 884.51/week \$23.59/hour						
	DPW Admin 50% \$ 22,997.20 (accrual N/A)						
	Water 25% \$ 11,498.60						
	Sewer 5% \$ 2,299.72						
	MFN 20% \$ 9,198.88						
	Lisa Hendrickson - Part-time Clerk (21 hours/week) Step 1 \$ 21.03/hour \$ 441.63/week \$ 22,964.76/year						
	70 % Water = \$ 16,075.33						
	25% Sewer = \$ 5,741.19						
	5% MFN = \$ 1,148.24						
	Total Accrual: N/A						
	Total \$18,388.03						
604401-511005	SEWER - PUBLIC WORKS SERVICES	\$324,593.17	\$344,386.00	\$132,419.53	\$395,080.00		
	Support Staff:						
	Bridges- Plant Mechanic Step 7 \$ 29.08 x 22hours = \$639.76/week \$ 33,267.52/year						
	Bridges-Computer Tech Step 7 \$ 31.17 x 18 hours = \$ 561.06/week \$ 29,175.12						
	Mr Bridges works as a Plant Mechanic approx 22 hour per week.						
	He also works as the WPCF Computer Systems Technician for approximately 18 hours per week						
	\$ 62,442.64						
	20% Sewer = \$ 12,488.53 (one-day accrual = \$48.03)						

Town of Mansfield
Expenditure Budget Report

2018 Operating Budget

440 - SEWER DEPT							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	80% MFN = \$ 49,954.11 (one-day accrual = \$192.13)						
	Longevity 24 years of service = \$ 775.00 (MFN = \$620.00) (Sewer = \$ 155.00)						
	Moles-Operator Step 4 Grade 6 \$ 28.01/hr \$1,120.40/wk \$ 58,260.80 (MFN) (MFN accrual = \$224.08)						
	Longevity 5 years of service = \$ 425.00						
	Raposa - Lab Technician WPCF 6 Step 4 \$ 26.90/hour \$ 1,076.00/week \$ 55,952.00/year (MFN accrual = \$ 215.20)						
	Titus-Operator Step 7 Grade 7 \$ 30.57hour \$1,222.80/week \$ 63,585.60/year						
	20% Sewer = \$12,220.25 (sewer accrual = \$47.00) 80% MFN = \$48,881.00 (MFN accrual = \$188.00)						
	Longevity = \$ 675.00 (MFN \$ 540.00) (Sewer = \$ 135.00)						
	Total = \$ 64,260.60						
	Weber - Skilled Laborer Step 4 \$ 23.47/hr \$ 934.80/wk \$ 48,609.60/year (MFN) (MFN accrual = \$186.96)						
	Plant Operator \$ 29.38/hour \$ 1,175.20 \$ 61,110.40/year (MFN) (accrual = \$ 235.04)						
	Skilled Laborer (100% SEWER ONLY) Step 1 \$ 21.26/hour \$ 850.40/week \$ \$44,220.80/year (accrual = \$ 170.08)						
	Sewer Total = \$ 69,484.69						
	MFN Total = \$ 325,594.32						
	Total Sewer & MFN = \$ 395,079.01						
	FTE=7.0						
604401-512001	SEWER - SEASONAL SERVICE	\$12,192.28	\$25,000.00	\$917.04	\$20,000.00		
	Temporary support (MFN) , Part-time Administrative Tech Support, Retired IPP Coordinator \$15,000						
	Temporary support (Sewer), Part-time support as needed \$5,000						
604401-513001	SEWER - SCHEDULED O.T.	\$43,011.77	\$41,748.00	\$19,116.38	\$44,800.00		
	Scheduled Overtime (MFN)						
	Under Massachusetts Department of Environmental Protection regulations, all advanced WWTP's are required to be staffed 7 days per week. For the Mansfield WWTP, this requires full staffing for 5 days per week and a minimum staffing of certified operators on weekends to perform operational checks and make process adjustments.						

Town of Mansfield
Expenditure Budget Report

2018 Operating Budget

440 - SEWER DEPT						
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req
604401-514010	SEWER-PERSONAL SERVS ADJUSTMENT (MFN) This line item is used to mitigate pay increases agreed to in union negotiations. The full name of this account is "Personal Services Adjustments".		\$16,000.00		\$6,000.00	
604401-517000	SEWER - EMPLOYEE BENEFITS Estimated benefits for active and retired employees of this department	\$373,811.17	\$346,572.00	\$135,063.28	\$419,443.00	
604401-519005	SEWER-UNUSED SICK BUYBACK (MFN)		\$5,000.00			
604401-519006	SEWER - STIPENDS	\$1,500.00	\$1,500.00	\$750.00		
604401-519011	SEWER-UNUSED VAC BUYBACK (MFN)		\$10,000.00			
PERSONAL SERVICES Total:		\$1,289,843.23	\$1,399,670.00	\$542,832.56	\$1,522,211.00	
604402-519008	SEWER - PHYSICAL FITNESS Health Club Reimbursement (MFN)	\$396.00	\$500.00		\$500.00	
604402-521001	SEWER - ELECTRICITY Electric charges for pump stations	\$5,610.13	\$20,000.00	\$2,445.93	\$20,000.00	
604402-523001	SEWER - SEWER/WATER CHG Water for washing pump stations	\$81.12	\$200.00		\$200.00	
604402-524001	SEWER - R&M BLDG/GRNDS Grounds upkeep and building repairs		\$500.00		\$500.00	
604402-524007	SEWER - R&M EQUIPMENT Equipment upkeep		\$1,000.00	\$2,330.00	\$1,000.00	
604402-529010	SEWER - ANNUAL MAINT CONTRACTS Annual maintenance contracts for: Generator, Mill St. lift station, Canoe River lift station	\$6,814.00	\$10,000.00	\$5,134.00	\$10,000.00	
604402-529011	SEWER - SEWER LINE CLEANING Cost for any damages caused by sewer back-ups into residents' homes.	\$2,270.00	\$3,000.00		\$3,000.00	
604402-530000	SEWER - PROFESSIONAL/TECHNICAL Printing and mailing of sewer bills, and credit card charges.	\$6,177.64	\$16,000.00	\$1,312.78	\$7,000.00	
604402-530006	SEWER - ENGINEERING/ARCHITECTURAL Rate studies, flow studies and miscellaneous engineering for sewer system	\$8,798.41	\$20,000.00		\$20,000.00	
604402-530008	SEWER - TRAINING SEMINARS					
604402-530009	SEWER - ACCOUNTING/AUDITING WWTP share of the annual audit costs	\$4,200.00	\$5,000.00		\$5,000.00	

Town of Mansfield
Expenditure Budget Report

2018 Operating Budget

440 - SEWER DEPT						
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req
604402-530010	SEWER - LEGAL FEES Any legal issues related to the division	\$58.50	\$2,000.00		\$2,000.00	
604402-530011	SEWER - ADVERTISING Legal advertising		\$100.00		\$100.00	
604402-530236	SEWER-TREAS/COLL DIRECT BILL	\$2,584.50	\$4,500.00	\$839.90	\$3,000.00	
604402-534003	SEWER - POSTAGE/DELIVERY	\$3,842.79	\$11,500.00	\$1,534.00	\$5,000.00	
604402-534005	SEWER - PRINTING Reports and documents		\$100.00	\$301.25	\$100.00	
604402-542000	SEWER - OFFICE SUPPLIES	\$507.01				
604402-543000	SEWER - BLDING/EQUIPMENT SUPPLIES Supplies for the pump stations		\$1,000.00		\$1,000.00	
604402-548000	SEWER - VEHICULAR SUPPLIES	\$1,298.65		\$243.89		
604402-548001	SEWER - MOTOR FUEL	\$1,322.80		\$1,090.75		
604402-553006	SEWER - CHEMICAL SUPPLIES	\$1,200.78				
604402-558006	SEWER - UNIFORM/PROTECTIVE GEAR	\$618.98				
604402-570000	SEWER - MISCELLANEOUS Charges for service that are Mansfield only; including service and maintenance to the Norton Pump Stations (Mansfield's flow goes through the Norton Pump Stations).	\$84,978.48	\$85,000.00	\$81,633.51	\$85,000.00	
604402-573100	SEWER - PROF DEVELOPMENT	\$206.66	\$1,000.00	\$298.66	\$1,000.00	
604402-574001	SEWER - PROPERTY INSURANCE		\$2,000.00			
604402-574004	SEWER-WORKERS COMP PREMIUMS DIRECT \$12,000 - Sewer \$1,000 - MFN		\$13,000.00	\$13,041.49	\$13,000.00	
EXPENSES Total:		\$130,966.45	\$196,400.00	\$110,206.16	\$177,400.00	
604403-579000	SEWER - RESERVE FUND This budget is controlled by the Finance Committee as allowed by MGL Chapter 40 Section 6. It is to be used for "extraordinary or unforeseen" expenditures during the course of the fiscal year. Town Manager's comment: This budget line item complies with the Town's adopted Reserve Fund Policy.		\$51,000.00		\$53,000.00	
RESERVE FUND TRANSFER Total:			\$51,000.00		\$53,000.00	
604405-580000	SEWER- I & I REDUCTION-CAP OUT	\$50,000.00	\$50,000.00	\$401.36	\$50,000.00	
CAPITAL OUTLAY Total:		\$50,000.00	\$50,000.00	\$401.36	\$50,000.00	

Town of Mansfield
Expenditure Budget Report

2018 Operating Budget

440 - SEWER DEPT							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
604406-591102	PRINC-RT 106 SEWER SRF10/99 CW98-1	\$28,811.19	\$28,723.00	\$28,722.22	\$28,356.00		
604406-591104	PRINC-COMP WW MGMT PLAN SRF CW01-3	\$26,389.56	\$26,065.00	\$26,064.30	\$25,670.00		
604406-591105	PRINC-WASTEWATER TREATMENT PLANT 0	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00		
604406-591106	PRINC-SCHOOL STREET SEWER INTERCEP	\$65,000.00	\$65,000.00	\$65,000.00	\$65,000.00		
DEBT PRINCIPAL Total:		\$195,200.75	\$194,788.00	\$194,786.52	\$194,026.00		
604407-591602	INT-RT 106 SEWER SRF10/99 CW98-1	\$2,289.61	\$1,301.00		\$459.00		
604407-591604	INT-COMP WW MGMT PLAN SRF CW01-3	\$1,980.42	\$1,680.00		\$1,384.00		
604407-591605	INT-WASTEWATER TREATMENT PLANT 0	\$35,306.26	\$32,588.00	\$16,996.87	\$29,775.00		
604407-591606	INT-SCHOOL STREET SEWER INTERCEP	\$33,523.76	\$31,168.00	\$16,193.12	\$28,730.00		
604407-591609	REG/CERT						
604407-592501	INT-INTEREST ON NOTES	\$3,956.48	\$10,000.00				
604407-592502	ST. INTRST-REG/CERT/FEE	\$678.33	\$1,000.00	\$312.80	\$10,000.00		
DEBT INTEREST Total:		\$77,734.86	\$77,737.00	\$33,502.79	\$70,348.00		
604408-517000	SEWER-EMP BEN HEALTH INS MITIGATION	\$2,000.00					
PRIOR YEAR BILLS Total:		\$2,000.00					
604409-530207	SEWER INDIRECTS - D.P.W. A 2% increase is forecasted for FY18	\$35,700.00	\$36,414.00	\$36,414.00	\$37,142.00		
604409-530225	SEWER INDIRECTS - ACCOUNTING A 2% increase is forecasted for FY18	\$47,000.00	\$47,940.00	\$47,940.00	\$48,899.00		
604409-530235	SEWER INDIRECTS - TREAS/COLL A 2% increase is forecasted for FY18	\$39,742.00	\$40,537.00	\$40,537.00	\$41,348.00		
604409-530251	SEWER INDIRECTS - DATA PROCESS A 2% increase is forecasted for FY18	\$35,992.00	\$36,712.00	\$36,712.00	\$37,446.00		
604409-530267	SEWER INDIRECTS - BUILDING OPS A 2% increase is forecasted for FY18	\$55,000.00	\$56,100.00	\$56,100.00	\$57,222.00		
INDIRECT COSTS Total:		\$213,434.00	\$217,703.00	\$217,703.00	\$222,057.00		
SEWER DEPT Total:		\$1,959,179.29	\$2,187,298.00	\$1,099,432.39	\$2,289,042.00		

Town of Mansfield
Expenditure Budget Report

2018 Operating Budget

441 - SEWER - ENCUMBRANCES						
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req
604411-517000	SEWER - EMPLOYEE BENEFITS		\$1,000.00			
PERSONAL SERVICES Total:			\$1,000.00			
604415-580000	SEWER I & I REDUCTION-CAP OUTLAY	\$1,383.34				
CAPITAL OUTLAY Total:			\$1,383.34			
SEWER - ENCUMBRANCES Total:			\$1,383.34		\$1,000.00	

Town of Mansfield
Expenditure Budget Report

2018 Operating Budget

440 - SEWER DEPT							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
604498-569002	SEWER-ANNUAL MFN ASSESSMENT	\$2,699,024.00	\$2,805,492.00	\$2,104,119.00	\$2,830,228.00		
	This budget line item is the Town's portion of the FY18 MFN Wastewater District assessment.						
MISC OTHER EXPENSES Total:		\$2,699,024.00	\$2,805,492.00	\$2,104,119.00	\$2,830,228.00		
604499-580053	SEWER- I & I REMOVAL A#12 5/14	\$137,860.24					
604499-580086	SEWER-I & I REMOVAL A#12 5/15	\$49,286.25	\$50,713.75	\$2,710.00			
604499-580121	SEWER-COLLECTION SYSTEM A#11 5/16		\$100,000.00	\$4,988.50			
604499-586006	SEWER-PHASE II SCADA A#21 5/02		\$0.77				
604499-586007	SEWER- FOXBORO SCADA MON. A#6 6/09						
ARTICLES Total:		\$187,146.49	\$150,714.52	\$7,698.50			
SEWER DEPT Total:		\$2,886,170.49	\$2,956,206.52	\$2,111,817.50	\$2,830,228.00		

Town of Mansfield
Expenditure Budget Report

2018 Operating Budget

990 - INTERFUND TRANSFERS		FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
Account Number	Account Description						
609905-596005	SEWER - TRANSFER TO CAP PROJ.						
609905-596008	SEWER-TRANSFER TO TRUST FUNDS	\$24,000.00	\$42,500.00	\$42,500.00	\$85,000.00		
	This budget is for the payment of the Sewer Enterprise Fund's projected Other Post Employment Benefits (OPEB) unfunded liability costs. The Finance Committee has implemented a 4 year step-up program so that in FY20, this department will be funding its Annual Required Contribution (ARC) of its OPEB liability.						
CAPITAL OUTLAY Total:		\$24,000.00	\$42,500.00	\$42,500.00	\$85,000.00		
INTERFUND TRANSFERS Total:		\$24,000.00	\$42,500.00	\$42,500.00	\$85,000.00		
SEWER ENTERPRISE Total:		\$4,870,733.12	\$5,187,004.52	\$3,253,749.89	\$5,204,270.00		
Grand Total:		\$4,870,733.12	\$5,187,004.52	\$3,253,749.89	\$5,204,270.00		