

FY17 Budget Questions & Answers

Finance Committee – January 7, 2016

# & Department	Question	Answer
442 Wastewater Treatment Management	Can you give us an overall view of what it is that this function is doing? What are the goals? What is the mid- to long-term evolution of this area?	The Wastewater Treatment Management budget funds the operation and maintenance of the Town Center Sewer System and the Westford Academy, Abbot School, Stony Brook School, and Blanchard School wastewater treatment facilities. In April 2013, the Water Department assumed oversight of the four wastewater treatment facilities from the School Department. In November 2013, Whitewater, Inc. was selected through a competitive procurement process to provide the Town with the day-to-day services necessary for the operation, maintenance, and regulatory compliance of these facilities. The overall goals are to maintain compliance with our MassDEP issued groundwater discharge permits, prolong operation of the facilities through Capital Improvement and routine preventative maintenance, and control costs through efficient operation of the facilities. The Water Department is currently working with other Town Departments to determine if the plant capacities can meet future Town needs (examples: Library expansion, Town Center Fire Station replacement, future Millennium Building/Site uses, Town Farm Complex).
	Contracted Services: Stony Brook, WA, Abbott, Blanchard, etc.... What is meant by these, and what makes up the cost?	Contracted Services refers to the labor related items of the Professional Wastewater Treatment Facilities Operations Services contract. This includes the staffing of the four facilities, Monday through Friday, with a Licensed Grade 4 Municipal Wastewater Operator Monday through Friday and providing a Licensed

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		Grade 3M back-up operator. The operators are responsible for the operation, basic preventative maintenance, monitoring, custodial, and safety tasks required by the Facilities' Groundwater Discharge Permits. In addition, the Contract Operations firm is responsible for compliance sampling, sample analysis, and the preparation and submission of monthly Discharge Monitoring Reports to MassDEP and the Board of Health.
	What is the situation with the WA treatment plant and new leach field needed? How does this fit in with WA stadium restroom facilities planned? Timeframe?	The Zone II Wellhead Protection Area is defined as the area of an aquifer which contributes water to a well under the most severe pumping and recharge conditions that can be realistically anticipated. It was discovered during the last Groundwater Discharge Permit renewal process that the leach field at the Westford Academy Treatment Plant was located within the Zone II of the Water Department's Country Road Well. As a result, Westford Academy was issued a stricter discharge permit than the treatment plant was designed to meet. Relocation of the leach field will restore conventional regulatory limits to the Facility's Groundwater Discharge Permit. The leach field relocation feasibility study was incorporated into the development of Westford Academy Athletic Complex Master Plan due to its potential impact on future site plans. It is possible that relocation of the leach field could result in a decrease to the permitted capacity, however, at this time it is not believed that it will be significant enough to limit the amount of restroom facilities currently being discussed. Recent discussions with MassDEP have also

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		resulted in additional relocation alternatives that the Water Department is currently evaluating. As a result, the request for relocation design and construction funding that was planned for 2016 Annual Town Meeting will likely be postponed.
	Briefly, what are the repairs and services and contracted services needed for the schools?	Please see the contracted services answer above. Repairs and Services refers to emergency equipment repair or replacement, treatment chemical purchases, and meter and process equipment calibration services.
	Why is monitoring so high at stony Brook?	The leach field for the Stony Brook Wastewater Treatment Facility is located within the Zone II of the Cote Well, which requires an increased monitoring frequency.
	What happens with the other schools not listed?	The Westford Academy Wastewater Treatment Facility treats and disposes sewage from Westford Academy via a gravity sewer line and the Robinson and Crisafulli schools via sewer pump lift stations and cross country sewer transmission lines. Abbot School Wastewater Treatment Facility treats and disposes of sewage from the Abbot School and Millennium Building via a gravity sewer line and the Town Center System Low Pressure Sewer System, which is comprised of the Town Hall, Police Department, Fire Department, Library, Roudenbush Community Center, and Frost Children's Center. The Stony Brook School Wastewater Treatment Facility treats and disposes of sewage from the Stony Brook School via a gravity sewer line and the Residences at

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		Stony Brook via a sewer pump lift station and low pressure transmission line. Blanchard School Treatment Facility treats and disposes sewage from Day and Blanchard Schools via gravity sewer lines. Nabnasset and Rita Miller School are treated by on-site septic systems. There is a single contract for Professional Wastewater Treatment Facilities Contract Operations Services for all four facilities that includes treatment sludge removal from all four sites.
600 Water Enterprise		
	Is there one contract for monitoring or is each school under a separate agreement?	
	Jerry Koehr: This Department does an excellent job of presenting and defending its budget. From my big picture observation they are keeping rates low and doing a great job of collecting money due. Outstanding receivables are very low. They explain all the variances from 2016 to 2017 and they look reasonable to me. The more detailed members of our group might have further questions, but I just can't find anything of consequence to pick on! Please discuss the major projects in the capital budget plan.	FY17 - Main Street Water Main Replacement Project: The Water Department is requesting \$1,300,000 for Water Distribution System Improvements on Main Street from Depot Street to Tadnuck Road. The project is needed to improve fire flows, water quality, and water pressure to customers in the High Service area. The project will include replacing approximately

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		3,800 linear feet of aging and undersized four inch and eight inch water main with 12 inch ductile iron water main. Both the 4" cast iron (installed 1907) and 8" asbestos cement (installed 1957) water mains have reached the end of their recommended design life cycles of 100 years and 50 years. FY18 – Prospect Hill Water Storage Tank Replacement (\$1.7M): The need to replace this tank was identified in the 2008 Water System Master Plan Update. The current tank was constructed in 1907 has reached the end of its useful life. The tank will be replaced with a 750,000 gallon tank to provide additional storage capacity in the High Service area of Town. FY18 - Groton Road Water System Expansion Project: The Water Department is requesting \$400,000 for a water main extension on Groton Road. This project will be completed in conjunction with the intersection improvement project at the intersection of Groton Road and Dunstable Road. This project will improve fire protection and system hydraulics in the Nabnasset and Route 40 sections of Town and will allow the Department to prepare for system expansion projects North of Route 40. FY19 – Water Distribution System Improvements on Plain Road, Oak Hill Road, and Moore Road: The Water Department is requesting \$1,210,000 for Water Distribution System Improvements on Plain Road, Oak Hill Road, and Moore Road. Plain Road (from Moore

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		Road to Oak Hill Road) - replace approximately 1,300 liner feet of 8" Asbestos Cement (installed early 1950's) with 12" Ductile Iron. Oak Hill Road (from Plain Road to #77 Oak Hill Road - replace approximately 3,100 liner feet of 6" Cast Iron (installed early 1950's) with 12" Ductile Iron. Moore Road (from Brookside Road to Plain Road) - replace approximately 1,200 liner feet of 6" Cast Iron (installed early 1950's) with 12" Ductile Iron. FY20 - Water Distribution System Improvements on North Main Street: The Westford Water Department is requesting \$450,000 for Water Distribution System Improvements on North Main Street from River Street to Bridge Street. The project will improve flow between the Forge Village and Graniteville areas through the replacement of aging and undersized water mains. The project will include replacing approximately 2,100 linear feet of six (6) inch cast iron water main (installed 1907) with twelve (12) inch ductile iron water main. The number of meter replacements will begin a downward trend after 2018. There are approximately 1,600 meters that are reaching their 15 year replacement cycle in the next three years. Recent regulatory changes to the allowable lead content in water meters prevent the meters being replaced now from being returned to service. In the next few years, the Department will begin to replace meters that meet the current "no-lead" requirements. These meters will be rebuilt, tested, and certified to use for an additional
	The budget calls for replacing 880 water meters over 15 years old. Is this number the steady state replacement level that will continue indefinitely, or are we in "catch up" mode and the number to replace will decrease over time? The budget for Meter Replacement goes from \$250,000 in FY16 to \$260,000 in FY17 and stays at that level for the next three/two years.	

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		15 years. As a result, new meters purchased for replacements will decline in the coming years. • Meter Replacement Budget is increasing from \$125,000 to \$150,000. • Treatment/Chemicals Budget is increasing from \$250,000 to \$260,000. (Please see explanation below.)
	Please discuss the perchlorate remediation status. My understanding is that the town was trying to get the state to reduce the testing required of the town for perchlorate, and I would like to know the status of this or any other plans/discussions we are having to somehow reduce the cost.	In March 2014, MassDEP approved the Water Department's request to seasonally bypass the Perchlorate Treatment Facility from November 1 through April 30. This has helped to reduce operating costs and sampling frequency. In May 2015, the Water Department submitted a request to remove the Stepinski Well from the perchlorate treatment requirement. This would allow the Department the flexibility to bypass the facility during high demand periods and pump the Stepinski Well at its permitted capacity. We are still awaiting a decision on this request. The Department is also currently working with the Licensed Site Professional to draft a request to permanently shut down the Perchlorate Treatment Facility. We expect this request to be submitted by the end of January 2016.
	Please explain why the laborer costs are going down from \$507,589 in FY16 to \$496,673 in FY17.	The Water Operations Manager position was filled with an employee from within the Department. The Licensed Well Specialist position vacated by that employee was filled with an applicant who started at the lowest contractual step.

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	Meter Replacement – can you give some explanation of this program and why the \$25,000 increase from FY16 is justified?	The Water Department tests its meters based on the American Water Works Association's meter testing standards. Like any other mechanical device, water meters are subject to wear and deterioration, which can lead to a loss in accuracy. Meter size, meter type, water quality, flow rate, and water quantity all play a factor in how long a meter will retain its overall accuracy. The Water Department currently uses the American Water Works Association's recommended replacement schedule of 15 years for 5/8" positive displacement meters with approximately 1,600 meters due for replacement in the next three years. This increase over the normal 300-400 meters per year replacement volume is due to water system growth that occurred over a brief period 15 years ago. Recent regulatory changes to the allowable lead content in water meters prevent the meters being replaced now from being rebuilt and returned to service.
	Well Treatment/Chemicals: Why the \$10,000 increase (4%)? Well treatment chemicals are going up by \$10,000 from FY16 to FY17 and then staying level at the \$150,000 level. What is causing the increase in FY17 and how confident are you that it will not increase in future years?	The \$10,000 increase in treatment chemical is due to an anticipated increase in the price of Potassium Hydroxide (KOH). The price of Potassium Hydroxide dropped two years ago from an average of \$3.65/gallon to \$3.45/gallon. Suppliers of the chemical have indicated that the price is expected to rebound next year. The Water Department uses approximately 47,000 gallons of KOH per year.

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	What is the long-term plan for the Nutting Plant? I recently heard that there was a possibility of closing that plant due to decrease in perchlorate levels. True/false? If true, even in a few years, is the generator capital expense necessary?	The Department is working with the Perchlorate Licensed Site Professional to request a shutdown of the Perchlorate Remediation Facility located at 19 Nutting Road. The Nutting Road Water Treatment plant at 17 Nutting Road will remain active and in service regardless of the fate of the Perchlorate Remediation Facility. The Nutting Road Treatment Plant treats water from the Nutting Road, Depot, Cote, and Stepinski Wells and currently produces 45% of the Town's drinking water supply. The generators requested will provide emergency power for the Nutting Road and Depot Wells.
	Can/does Water share equipment with Highway? Specifically does the Town own a multi-tool tractor(s) already?	The Water Department regularly shares equipment with the Highway, Recreation, and School Departments. The Highway, School, and Water Departments all currently own multi-tool tractors. The Water Department is requesting a replacement of its open cab 12 year old tractor with a closed cab tractor that can also be used for fire hydrant snow removal operations and water main break repairs. The current tractor is utilized in the mowing of the landfill, all Water Department properties, the Highway Garage, and the Highway Department access road. It has also been used by the Recreation and School Departments for post hole digging, parking lot snow removal, and playing field snow removal.
	With 408 shut-off notices sent, how many actually resulted in shutting off?	Two shut-offs have resulted from the 408 notices sent. The services were re-activated the same day, following payment or the arrangement of a payment plan.

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	Is the Well repairs/improvement program new? The FY15 expense was just \$7,990, as opposed to FY16 and FY17 budget \$60,000.	Well repair/improvement refers to emergency well repairs and the annual redevelopment of one or two wells/wellfields. Conventional well redevelopment costs can range from \$15,000 to \$40,000, depending on well age, depth, diameter, and water quality. The emergency replacement of a well pump assembly (pump, shaft, column pipe, discharge head, motor) is around \$20,000. The Water Department typically tries to clean, at a minimum, one of its ten wells per year. The well redevelopment schedule is developed through well capacity testing that is performed every two years. In FY15, the prolonged winter and the loss of two well development companies from the market limited the Department to one chemical redevelopment instead of the two planned conventional redevelopments.
	Note: excellent trend on A/R balances!! What type of building maintenance is anticipated?	The building maintenance line item is for general building maintenance related to the two water treatment plants, the water department garage and cold storage buildings, and 11 well houses. It includes HVAC preventative and corrective maintenance, fire sprinkler and security maintenance and monitoring, grounds maintenance, custodial supplies, and security fence repair. The largest anticipated expense for FY17 will be the roof replacement at Nutting Road Well.
	How many vehicles are in use by water enterprise?	There are currently sixteen Water Department vehicles registered for use on the road. They include 2 SUVs, 1 Hybrid SUV, 4 ¾-Ton Utility Body 4x4 trucks w/plows, 2 ¾-Ton Express Vans, 1 1-Ton Utility 4x4 truck, 1 1-Ton Truck with dump body truck & spreader, 1 Specialized

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		Utility Body Truck (Hydraulics, Compressed Air, Aux. Power), 1 6-Wheel Dump Truck, 1 John Deere 310 J Backhoe, 1 Multi-Tool Tractor, and 1 Midsize pick-up truck.
	Are the well repairs specific? Why the big increase that is continuing annually?	Please see answer well repair/improvement question above.
	Which meters are being replaced for \$125k? What is the age of meters being replaced and what is the life of a meter? If low failure rates and replacement being adjusted why wouldn't the budget follow with decreases and is the goal of replacing 500 residential meters based on failure or age? Is this 500 included in the 880 15 year old meters being replaced?	Please see answers to meter replacement questions above.
	How are meters being read?	In early 2015, The Department completed the installation of remote radio read meter interface units and purchased mobile automatic meter reading equipment through a Sustainable Water Management Initiative Grant. Meters are currently read quarterly by Water Department staff.
	Why the big increase in training and development from actuals?	The Department expects to retire 3 long-term employees, including two foremen, in the next 2-5 years. The increase in training and development for current and future employees will ensure that the Department has the appropriate level of staffing and licensure to maintain compliance with MassDEP's drinking water certification requirements.
	What percentage of total receivables are the 60 days old receivables?	4.6% of the Total Receivables are the 60 days old receivables.
	Are payments made online?	Yes. Approximately 10% of payments are made through the ePayment service we currently use.

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		Approximately 15% of payments are made through customer's bank bill pay services. The Department is making the transition from Unipay to CityHallSystems beginning January 1, 2016. Due to the increased functionality and ease-of-use, we anticipate the new system will result in an increase in online payments.
	What expense line correlates to the goal of reducing sampling requirements and costs related to massDEP?	The Laboratory Services line item correlates to the Department's reduced sampling goals.

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TOWN OF WESTFORD
YEAR TO-DATE BUDGET REPORT
FY16 YTD BUDGET



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FOR 2016 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0100 GENERAL FUND							
01442200 CENTER SEWER SYSTEM							
01442200 525025 SEWER SYSTEM MAINT	8,940	0	8,940	1,500.00	.00	7,440.00	16.8%
TOTAL CENTER SEWER SYSTEM	8,940	0	8,940	1,500.00	.00	7,440.00	16.8%
01442226 ABBOT WASTE TREATMENT PLANT							
01442226 524085 REPAIRS & SERVICES	15,000	0	15,000	320.00	.00	14,680.00	2.1%
01442226 524101 BLDG MAINT SVCS-SE	3,645	0	3,645	1,470.85	.00	2,174.15	40.4%
01442226 529060 SLUDGE PUMPING & R	2,536	0	2,536	1,023.35	.00	1,512.65	40.4%
01442226 529080 MONITORING/TESTING	3,997	0	3,997	1,612.90	.00	2,384.10	40.4%
01442226 530920 CONTRACTED SERVICE	24,450	0	24,450	9,867.50	.00	14,582.50	40.4%
01442226 543195 SEPTIC SUPPLIES	551	0	551	222.45	.00	328.55	40.4%
TOTAL ABBOT WASTE TREATMENT PLANT	50,179	0	50,179	14,517.05	.00	35,661.95	28.9%
01442227 BLANCHARD WASTE TREATMNT PLANT							
01442227 524085 REPAIRS & SERVICES	15,000	0	15,000	10,358.63	.00	4,641.37	69.1%
01442227 524101 BLDG MAINT SVCS-SE	3,645	0	3,645	1,470.85	.00	2,174.15	40.4%
01442227 529060 SLUDGE PUMPING & R	3,308	0	3,308	1,334.80	.00	1,973.20	40.4%
01442227 529080 MONITORING/TESTING	5,137	0	5,137	2,072.95	.00	3,064.05	40.4%
01442227 530920 CONTRACTED SERVICE	24,450	0	24,450	9,867.50	.00	14,582.50	40.4%
01442227 543195 SEPTIC SUPPLIES	551	0	551	222.45	.00	328.55	40.4%
TOTAL BLANCHARD WASTE TREATMNT PLANT	52,091	0	52,091	25,327.18	.00	26,763.82	48.6%
01442228 STONY BRK WASTE TREATMNT PLANT							
01442228 524085 REPAIRS & SERVICES	15,000	0	15,000	160.00	.00	14,840.00	1.1%
01442228 524101 BLDG MAINT SVCS-SE	3,645	0	3,645	1,470.85	.00	2,174.15	40.4%
01442228 529060 SLUDGE PUMPING & D	2,536	0	2,536	1,023.35	.00	1,512.65	40.4%

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01442228 529080 MONITORING/TESTING	11,858	0	11,858	4,785.65	.00	7,072.35	40.4%
01442228 530920 CONTRACTED SERVICE	24,450	0	24,450	9,867.50	.00	14,582.50	40.4%
01442228 543195 SEPTIC SUPPLIES	551	0	551	222.45	.00	328.55	40.4%
TOTAL STONY BRK WASTE TREATMNT PLANT	58,040	0	58,040	17,529.80	.00	40,510.20	30.2%
01442229 ACADEMY WASTE TREATMENT PLANT							
01442229 524085 REPAIRS & SERVICES	15,000	0	15,000	2,946.56	.00	12,053.44	19.6%
01442229 524101 BLDG MAINT SVCS-SE	3,645	0	3,645	1,470.85	.00	2,174.15	40.4%
01442229 529060 SLUDGE PUMPING & R	3,308	0	3,308	1,334.80	.00	1,973.20	40.4%
01442229 529080 MONITORING/TESTING	18,099	0	18,099	7,304.20	.00	10,794.80	40.4%
01442229 530920 CONTRACTED SERVICE	24,450	0	24,450	9,867.50	.00	14,582.50	40.4%
01442229 543195 SEPTIC SUPPLIES	551	0	551	222.45	.00	328.55	40.4%
TOTAL ACADEMY WASTE TREATMENT PLANT	65,053	0	65,053	23,146.36	.00	41,906.64	35.6%
01442414 FY14 ART#9 3/14 \$100K CAPITAL							
01442414 580000 PLANT UPGRADE 100K	98,605	0	98,605	32,653.05	39,524.00	26,427.95	73.2%
TOTAL FY14 ART#9 3/14 \$100K CAPITAL	98,605	0	98,605	32,653.05	39,524.00	26,427.95	73.2%
TOTAL GENERAL FUND	332,908	0	332,908	114,673.44	39,524.00	178,710.56	46.3%
TOTAL EXPENSES	332,908	0	332,908	114,673.44	39,524.00	178,710.56	
GRAND TOTAL	332,908	0	332,908	114,673.44	39,524.00	178,710.56	46.3%

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TOWN OF WESTFORD
YEAR TO-DATE BUDGET REPORT

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FY16 YTD BUDGET

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	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0600 WATER ENTERPRISE FUND							
600 WATER ENTERPRISE FUND							
600 596001 TRANSFERS TO GENERAL FU	0	0	0	188,715.00	.00	-188,715.00	100.0%*
600 596080 TRANSFERS TO TRUSTS	0	0	0	30,000.00	.00	-30,000.00	100.0%*
TOTAL WATER ENTERPRISE FUND	0	0	0	218,715.00	.00	-218,715.00	100.0%
60450100 WATER - PERSONAL SERVICES							
60450100 511020 SUPERINTENDENT	97,462	0	97,462	48,575.31	.00	48,886.69	49.8%
60450100 511505 BUSINESS MANAGER	82,033	0	82,033	40,926.52	.00	41,106.48	49.9%
60450100 511510 RECORDS SUPERVISOR	64,808	0	64,808	31,662.08	.00	33,145.92	48.9%
60450100 511530 ADMIN SECRETARY	53,364	0	53,364	26,071.04	.00	27,292.96	48.9%
60450100 511560 DEPT ASSISTANT	29,978	0	29,978	9,925.94	.00	20,052.06	33.1%
60450100 511605 TREATMENT MANAGER	76,087	0	76,087	38,008.57	.00	38,078.43	50.0%
60450100 511615 COMPLIANCE MANAGER	70,642	0	70,642	35,202.54	.00	35,439.46	49.8%
60450100 511660 LABORER	507,588	0	507,588	215,461.70	.00	292,126.30	42.4%
60450100 512280 SEASONAL STAFF	11,472	0	11,472	6,255.83	.00	5,216.17	54.5%
60450100 513120 OVERTIME	79,824	0	79,824	40,368.93	.00	39,455.07	50.6%
60450100 513140 NON-SCHEDULED OVER	50,000	0	50,000	12,701.32	.00	37,298.68	25.4%
60450100 514090 STIPENDS/LICENSES	11,200	0	11,200	10,125.00	.00	1,075.00	90.4%
60450100 515050 LONGEVITY	14,800	0	14,800	14,550.00	.00	250.00	98.3%
60450100 519020 SICK LEAVE/VAC BUY	0	0	0	1,842.74	.00	-1,842.74	100.0%*
TOTAL WATER - PERSONAL SERVICES	1,149,258	0	1,149,258	531,677.52	.00	617,580.48	46.3%
60450200 WATER - EXPENSES							
60450200 513250 SPECIAL DETAILS	5,000	0	5,000	2,608.18	.00	2,391.82	52.2%
60450200 517070 UNIFORM ALLOWANCES	8,700	0	8,700	3,307.89	.00	5,392.11	38.0%
60450200 521010 ELECTRICITY	270,000	-20,000	250,000	120,032.19	59,662.83	70,304.98	71.9%
60450200 521030 HEATING FUEL	40,000	0	40,000	3,540.43	.00	36,459.57	8.9%
60450200 524010 BUILDING MAINTENAN	60,000	0	60,000	20,276.05	.00	39,723.95	33.8%
60450200 524020 VEHICLE MAINTENANC	25,000	0	25,000	8,200.37	.00	16,799.63	32.8%
60450200 524040 OFFICE EQUIPMENT M	7,000	0	7,000	1,907.24	.00	5,092.76	27.2%

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60450200 524050 IT MAINTENANCE SUP	20,000	0	20,000	13,452.61	.00	6,547.39	67.3%
60450200 525075 WATER INFRA MAINT	110,000	0	110,000	44,124.55	4,191.15	61,684.30	43.9%
60450200 525080 WELL REPAIRS/IMPRO	60,000	0	60,000	13,303.00	675.00	46,022.00	23.3%
60450200 525090 LEAK SURVEY SERVICE	5,000	0	5,000	.00	.00	5,000.00	.0%
60450200 525080 LABORATORY SERVICE	35,000	0	35,000	9,395.87	1,165.00	24,439.13	30.2%
60450200 530110 LEGAL SERVICES-TOW	10,000	0	10,000	96.00	.00	9,904.00	1.0%
60450200 530310 DRUG AND ALCOHOL T	15,000	0	15,000	130.00	.00	320.00	28.9%
60450200 530500 TRAINING & DEVELOP	30,000	0	30,000	2,267.00	2,379.00	10,354.00	31.0%
60450200 530700 ENGINEERING SERVICE	7,500	0	7,500	3,206.25	.00	26,793.75	10.7%
60450200 530920 CONTRACTED SERVICE	11,500	0	11,500	2,994.81	4,005.19	500.00	93.3%
60450200 534010 POSTAGE	12,000	0	12,000	7,844.12	4,708.50	-1,052.62	109.2%
60450200 534020 TELEPHONE	2,000	0	2,000	3,325.46	.00	8,674.54	27.7%
60450200 534030 ADVERTISING-LEGAL	2,750	0	2,750	165.00	.00	1,835.00	8.3%
60450200 534070 TELEMETERING	250	0	250	.00	.00	750.00	.0%
60450200 534080 PAGING SERVICES	10,000	0	10,000	128.57	.00	121.43	51.4%
60450200 534090 CONSUMER AWARENESS	21,037	0	21,037	3,294.24	2,992.00	3,713.76	62.9%
60450200 541010 GASOLINE	8,000	0	8,000	5,991.70	.00	15,045.30	28.5%
60450200 542010 OFFICE SUPPLIES	6,000	0	6,000	4,266.99	.00	3,733.01	53.3%
60450200 542050 HARDWARE SUPPLIES	20,000	0	20,000	2,639.55	.00	3,360.45	44.0%
60450200 554010 RESURFACE MATERIAL	250,000	0	250,000	13,775.50	.00	6,224.50	68.9%
60450200 554035 TREATMENT/CHEMICAL	70,000	0	70,000	112,595.99	92,557.44	44,846.57	82.1%
60450200 554080 PIPE & PIPE SUPPLI	125,000	0	125,000	29,970.32	5,091.63	34,938.05	50.1%
60450200 554085 METER REPLACEMENT	25,000	0	25,000	58,779.96	3,007.62	63,212.42	49.4%
60450200 554088 HYDRANT REPLACEMENT	5,500	0	5,500	.00	.00	25,000.00	.0%
60450200 563100 DEP ASSESSMENTS	1,000	0	1,000	.00	.00	5,500.00	.0%
60450200 571100 MEETINGS & CONFERE	2,000	0	2,000	1,620.00	.00	1,000.00	.0%
60450200 573010 DUES AND MEMBERSHI	30,000	-30,000	0	.00	.00	380.00	81.0%
60450200 578000 OPEB TRUST EXPENSE	377,430	-168,011	209,419	.00	.00	.00	.0%
60450200 579040 INDIRECT COSTS				.00	.00	209,419.00	.0%
TOTAL WATER - EXPENSES	1,686,117	-218,011	1,468,106	493,239.84	180,435.36	794,430.80	45.9%

60450412 FY12 ART#14 3/11 CAPITAL 195K

60450412 580000 TANK REPAIRS \$75K	46,607	0	46,607	.00	.00	46,607.20	.0%
TOTAL FY12 ART#14 3/11 CAPITAL 195K	46,607	0	46,607	.00	.00	46,607.20	.0%

60450413 CAPITAL ART#7 & #8 3/12

60450413 580003 WATER METERS \$180K	50,936	0	50,936	.00	.00	50,936.46	.0%
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TOWN OF WESTFORD
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FY16 YTD BUDGET

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	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL CAPITAL ART#7 & #8 3/12	50,936	0	50,936	.00	.00	50,936.46	.0%
60450414 FY14 ART#9 3/14 \$310K CAPITAL							
60450414 580000 GENERATORS \$150K D	141,810	0	141,810	.00	14,810.00	127,000.00	10.4%
60450414 580001 DISINFECT EQUIP 70K	44,100	0	44,100	.00	21,100.00	23,000.00	47.8%
60450414 580002 MAIN ST DESIGN 75K	65,384	0	65,384	8,842.51	12,006.75	44,534.49	31.9%
60450414 580003 BLDG SECURITY \$15K	15,000	0	15,000	.00	.00	15,000.00	.0%
TOTAL FY14 ART#9 3/14 \$310K CAPITAL	266,294	0	266,294	8,842.51	47,916.75	209,534.49	21.3%
60450415 FY15 ART#6 3/15 \$176K CAPITAL							
60450415 580000 LAB EQUIPMENT \$20K	20,000	0	20,000	16,237.28	.00	3,762.72	81.2%
60450415 580001 MASTER PLAN \$80K	80,000	0	80,000	10,500.00	67,000.00	2,500.00	96.9%
60450415 580002 VALVE TRAILER 60K	60,000	0	60,000	.00	60,000.00	.00	100.0%
60450415 580003 WTR ROOF STUDY 16K	16,000	0	16,000	.00	.00	16,000.00	.0%
TOTAL FY15 ART#6 3/15 \$176K CAPITAL	176,000	0	176,000	26,737.28	127,000.00	22,262.72	87.4%
60450443 FY13 ART#8 WATER CAPITAL							
60450443 580000 SYSTEM IMPROV \$600	124,889	0	124,889	81,920.98	1,500.00	41,467.78	66.8%
TOTAL FY13 ART#8 WATER CAPITAL	124,889	0	124,889	81,920.98	1,500.00	41,467.78	66.8%
60450600 WATER ENTERPRISE RESERVE FUND							
60450600 579010 RESERVE FUND TRANS	250,000	0	250,000	.00	.00	250,000.00	.0%
TOTAL WATER ENTERPRISE RESERVE FUND	250,000	0	250,000	.00	.00	250,000.00	.0%
60450700 DEBT SERVICE - EXPENSES							
60450700 590000 DEBT BUDGETED NOT	94,340	0	94,340	.00	.00	94,340.00	.0%

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	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL DEBT SERVICE - EXPENSES	94,340	0	94,340	.00	.00	94,340.00	.0%
60450701 DEBT SERVICE - MWPAT 07/2001							
60450701 563000 MWPAT FEES	1,283	0	1,283	641.25	.00	641.75	50.0%
60450701 591023 MWPAT FILTRATION 1	92,979	0	92,979	.00	.00	92,979.00	.0%
60450701 592023 MWPAT FILTRATION 1	11,523	0	11,523	11,523.27	.00	-.27	100.0%*
TOTAL DEBT SERVICE - MWPAT 07/2001	105,785	0	105,785	12,164.52	.00	93,620.48	11.5%
60450702 DEBT SERVICE - MWPAT 11/2002							
60450702 563000 MWPAT FEES	7,826	0	7,826	4,143.75	.00	3,682.25	52.9%
60450702 591025 MWPAT FILTRATION 2	434,679	0	434,679	434,679.31	.00	-.31	100.0%*
60450702 592025 MWPAT FILTRATION 2	78,247	0	78,247	.00	.00	78,247.00	.0%
TOTAL DEBT SERVICE - MWPAT 11/2002	520,752	0	520,752	438,823.06	.00	81,928.94	84.3%
60450710 DEBT SERVICE-ISSUED 07/2009							
60450710 591039 BYRNE WATER MAIN -	34,000	0	34,000	34,000.00	.00	.00	100.0%
60450710 591040 COUNTRY RD WELL II	100,000	0	100,000	.00	.00	100,000.00	.0%
60450710 591041 STEPINSKI LAND PUR	41,000	0	41,000	41,000.00	.00	.00	100.0%
60450710 592039 BYRNE WATER MAIN-I	8,723	0	8,723	4,637.50	.00	4,085.50	53.2%
60450710 592040 COUNTRY RD WELL II	9,800	0	9,800	.00	.00	9,800.00	.0%
60450710 592041 STEPINSKI LAND PUR	10,371	0	10,371	5,518.75	.00	4,852.25	53.2%
TOTAL DEBT SERVICE-ISSUED 07/2009	203,894	0	203,894	85,156.25	.00	118,737.75	41.8%
60450712 DEBT SERVICE ISSUED 6/2010							
60450712 563000 MWPAT FEES	1,349	0	1,349	693.22	.00	655.78	51.4%
60450712 591048 WPAT CONTR 1-PRIN	3,264	0	3,264	3,263.62	.00	.38	100.0%
60450712 591050 WPAT CONTR 2-PRIN	46,260	0	46,260	46,259.66	.00	.34	100.0%
60450712 592048 WPAT CONTR1-INT PE	1,186	0	1,186	609.12	.00	576.88	51.4%

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	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
60450712 592050 WPAT CONTR 2-INT P	16,805	0	16,805	8,633.87	.00	8,171.13	51.4%
TOTAL DEBT SERVICE ISSUED 6/2010	68,864	0	68,864	59,459.49	.00	9,404.51	86.3%
60450713 DEBT SERVICE ISSUED 6/2012							
60450713 591055 GRANITVILLE UPGRAD	65,000	0	65,000	.00	.00	65,000.00	.0%
60450713 591062 RTE 110 UPGRADE MA	25,000	0	25,000	.00	.00	25,000.00	.0%
60450713 592055 GRANITEVILLE UPGRA	33,438	0	33,438	16,718.75	.00	16,719.25	50.0%
60450713 592062 RTE 110 UPGRADE MA	12,225	0	12,225	6,112.50	.00	6,112.50	50.0%
TOTAL DEBT SERVICE ISSUED 6/2012	135,663	0	135,663	22,831.25	.00	112,831.75	16.8%
60450800 WATER - ENCUMBRANCES							
60450800 570000 OTHER CHARGES AND	27,925	0	27,925	5,793.01	.00	22,131.87	20.7%
TOTAL WATER - ENCUMBRANCES	27,925	0	27,925	5,793.01	.00	22,131.87	20.7%
TOTAL WATER ENTERPRISE FUND	4,907,324	-218,011	4,689,313	1,985,360.71	356,852.11	2,347,100.23	49.9%
TOTAL EXPENSES	4,907,324	-218,011	4,689,313	1,985,360.71	356,852.11	2,347,100.23	
GRAND TOTAL	4,907,324	-218,011	4,689,313	1,985,360.71	356,852.11	2,347,100.23	49.9%

** END OF REPORT - Generated by Dan O'Donnell **