

**Town of Chelmsford
FY2021
Town Manager's
Recommendation
January 27, 2020**

	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 BUDGET	FY2021 PROPOSED	\$ Change	% Change
SEWER ENTERPRISE 606000								
<i>Personnel Services</i>								
51110 Full Time	\$715,416	\$685,192	\$736,245	\$801,445	\$985,482	\$1,072,443	\$86,961	8.82%
51120 Part Time			\$2,520	\$5,122	\$45,958		(\$45,958)	-100.00%
51310 Overtime Regular	\$35,052	\$26,434	\$38,397	\$29,970	\$35,000	\$35,000		
51430 Longevity	\$26,289	\$28,849	\$28,996	\$31,701	\$33,967	\$31,627	(\$2,340)	-6.89%
51510 Vacation Leave								
51515 PTO - Paid Time Off	\$94,385	\$83,096	\$86,714	\$115,218				
51520 Holidays	\$440							
51579 Funeral Leave			\$844	\$2,403				
51540 Sick Days	\$3,530	\$23,154	\$21,979	\$36,968				
51000 Total	\$875,114	\$846,725	\$915,695	\$1,022,828	\$1,100,407	\$1,139,070	\$38,663	3.51%
<i>Direct Expenses</i>								
52110 Electricity	\$106,501	\$123,960	\$127,492	\$122,967	\$135,000	\$181,000	\$46,000	34.07%
52130 Gas Heat	\$8,220	\$8,647	\$13,735	\$10,822	\$12,000	\$12,000		
52415 Major Maintenance		\$18,245		\$129,692	\$50,000	\$50,000		
52460 Equipment Repair	\$392,760	\$241,042	\$292,954	\$446,509	\$300,000	\$300,000		
52470 Computer Maintenance	\$1,761	\$4,371	\$4,531	\$4,983	\$3,500	\$3,500		
53040 Legal Expense	\$1,382	\$10,880		\$4,545	\$1,500	\$1,500		
53165 Traffic Duty	\$2,560	\$3,177	\$4,711	\$1,635	\$2,500	\$2,000	(\$500)	-20.00%
53410 Telephone	\$16,712	\$15,643	\$15,942	\$15,285	\$13,480	\$12,600	(\$880)	-6.53%
53420 Postage	\$8,920	\$9,034	\$9,079	\$9,852	\$11,000	\$11,000		
53990 Contract Services	\$45,086	\$104,849	\$114,955	\$159,858	\$90,000	\$160,000	\$70,000	77.78%
54190 Gasoline	\$18,874	\$21,848	\$22,941	\$29,227	\$23,000	\$30,000	\$7,000	30.43%
54200 Office Supplies	\$3,859	\$3,494	\$3,752	\$2,107	\$3,500	\$3,000	(\$500)	-14.29%
54860 Newspaper Ads	\$42			\$600				
56010 User Fee-Lowell	\$1,457,667	\$1,651,566	\$1,392,983	\$1,317,261	\$1,700,000	\$1,700,000		
58100 Grinder Pumps	\$303,634	\$141,286	\$131,724	\$114,152	\$150,000	\$150,000		
57200 Out of State		\$27,000						
57310 Dues & Subscriptions	\$231	\$15	\$125	\$75	\$500	\$500		
58000 Outlay	\$209,935	\$252,694	\$184,216	\$521,313	\$220,000	\$70,000	(\$150,000)	-68.18%
51730 OPEB Liability	\$45,270	\$57,500	\$49,358	\$22,000	\$22,000	\$22,000		
57810 Staff Education	\$3,636	\$1,013	\$1,223	\$1,257	\$3,000	\$2,000	(\$1,000)	-33.33%
Debt Service	\$82,110	\$85,985	\$84,735	\$83,235	\$81,735	\$85,235	\$3,500	4.28%
54000 Total: Direct Expenses	\$2,709,161	\$2,782,247	\$2,454,457	\$2,997,375	\$2,822,715	\$2,796,335	(\$26,380)	-0.93%
TOTAL BUDGET	\$3,584,275	\$3,628,973	\$3,370,152	\$4,020,203	\$3,923,122	\$3,935,405	\$12,283	0.31%
<i>Indirect Expenses</i>								
Administrative/ Other Charges	\$278,304	\$287,354	\$295,975	\$313,508	\$283,349	\$295,948	\$12,599	4.45%
Employee Benefits	\$268,549	\$276,871	\$285,177	\$322,682	\$369,356	\$351,241	(\$18,115)	-4.90%
54000 Total: Indirect Expenses	\$546,853	\$564,225	\$581,152	\$636,190	\$652,705	\$647,189	(\$5,516)	-0.85%
Total: Enterprise Fund	\$4,131,128	\$4,193,198	\$3,951,304	\$4,656,393	\$4,575,827	\$4,582,594	\$6,767	0.15%

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	FY2019 ACTUAL	FY2020 BUDGET	FY2021 PROPOSED	\$ Change	% Change
<u>STORMWATER ENTERPRISE</u>					
<i>Personnel Services</i>					
51110 Full Time	\$69,919	\$513,509	\$712,590	\$199,081	38.77%
51120 Part Time	\$1,320	\$11,200	\$12,000	\$800	7.14%
51310 Overtime Regular	\$840		\$7,500	\$7,500	
51430 Longevity	\$4,561		\$11,634	\$11,634	
51510 Vacation Leave	\$0		\$0	\$0	
51515 PTO - Paid Time Off	\$8,308		\$0	\$0	
51000 Total	\$84,948	\$524,709	\$743,724	\$219,015	41.74%
<i>Direct Expenses</i>					
52460 Equipment Repair	\$3,518	\$10,000	\$6,000	(\$4,000)	-40.00%
52470 Computer Maintenance	\$618	\$22,500	\$8,000	(\$14,500)	-64.44%
53160 Mgmt Assessment Plan	\$12,715				
53410 Telephone	\$1,017	\$2,000	\$3,000	\$1,000	50.00%
53990 Contract Services	\$24,226	\$100,000	\$120,000	\$20,000	20.00%
54190 Gasoline	\$709	\$3,000	\$3,000	\$0	0.00%
54200 Office Supplies	\$2,575	\$5,000	\$3,000	(\$2,000)	-40.00%
54250 Supplies - Departmental	\$1,676	\$2,000	\$3,000	\$1,000	50.00%
54600 Stormwater Maintenance	\$12,303	\$30,000	\$30,000	\$0	0.00%
54860 Newspaper Ads	\$350	\$500	\$500	\$0	0.00%
57310 Dues & Subscriptions	\$89	\$750	\$0	(\$750)	-100.00%
Major Projects-Drainage		\$20,000	\$70,000	\$50,000	250.00%
58000 Outlay			\$50,000		
58500 Misc. Equipment	\$47,138	\$17,500	\$5,000	(\$12,500)	-71.43%
58530 Trucks	\$0	\$0	\$0	\$0	
51730 OPEB Liability	\$0	\$11,000	\$22,000	\$11,000	100.00%
57810 Staff Education	\$1,565	\$2,500	\$3,500	\$1,000	40.00%
59245 Debt Service	\$0	\$246,990	\$381,851	\$134,861	54.60%
54000 Total: Direct Expenses	\$108,499	\$473,740	\$708,851	\$600,352	553.32%
TOTAL BUDGET	\$193,447	\$998,449	\$1,452,575	\$1,259,128	650.89%
<i>Indirect Expenses</i>					
Administrative/ Other Charges		\$26,235	\$37,736	\$11,501	43.84%
Employee Benefits		\$102,877	\$272,808	\$169,931	165.18%
54000 Total: Indirect Expenses	\$0	\$129,112	\$310,544	\$181,432	140.52%
Total: Enterprise Fund	\$193,447	\$1,127,561	\$1,763,119	\$635,558	56.37%

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	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 BUDGET	FY2020 BUDGET	FY2021 PROPOSED	\$ Change	% Change
<u>PEG ACCESS CABLE TELEVISION ENTERPRISE</u>							
<i>Personnel Services</i>							
51110 Full Time	\$305,910	\$317,130	\$380,495	\$391,249	\$402,885	\$11,636	2.97%
51120 Part-Time	\$7,252	\$7,211					
51430 Longevity	\$12,811	\$13,965					
51515 PTO - Paid Time Off	\$21,805	\$23,929					
51000 Total	\$347,778	\$362,235	\$380,495	\$391,249	\$402,885	\$11,636	2.97%
<i>Direct Expenses</i>							
52150 Utilities	\$7,807	\$2,434	\$6,500	\$1,250	\$1,250	\$0	0.00%
52471 Equipment Maintenance	\$3,930	\$15,816	\$3,500	\$13,000	\$35,000	\$22,000	169.23%
52490 Vehicle Maintenance	\$2,128	\$1,464	\$3,500	\$2,000	\$3,000	\$1,000	50.00%
53340 Archiving	\$0	\$0	\$500	\$0	\$0	\$0	
53420 Postage	\$249	\$555	\$800	\$650	\$650	\$0	0.00%
53990 Contracted Services	\$28,141	\$33,956	\$45,000	\$30,000	\$30,000	\$0	0.00%
54000 Supplies	\$35,997	\$21,800	\$35,000	\$20,000	\$20,000	\$0	0.00%
57100 In State Travel	\$7,287	\$0	\$5,000	\$0	\$0	\$0	
57310 Dues & Subscriptions	\$2,609	\$9,100	\$13,000	\$9,500	\$9,500	\$0	0.00%
57400 Insurance General	\$1,350	\$1,045	\$1,350	\$1,200	\$1,200	\$0	0.00%
57800 Other Charges/ Expenses	\$9,323	\$7,712	\$9,000	\$8,000	\$8,000	\$0	0.00%
57810 Staff Education	\$1,141	\$9,795	\$4,000	\$0	\$1,500	\$1,500	
OPEB Liability		\$27,251	\$25,000	\$25,000	\$25,000	\$0	0.00%
58000 Outlay	\$171,720	\$259,957	\$200,000	\$41,000	\$50,000	\$9,000	21.95%
58904 Capital Proj.- Tel.	\$0	\$65,248	\$0	\$0	\$0	\$0	
54000 Total: Direct Expenses	\$271,682	\$456,133	\$352,150	\$151,600	\$185,100	\$33,500	22.10%
TOTAL BUDGET	\$619,459	\$818,368	\$732,645	\$542,849	\$587,985	\$45,136	8.31%
<i>Indirect Expenses</i>							
Administrative/ Other Charges		\$18,125	\$19,025	\$19,562	\$20,144	\$582	2.98%
Employee Benefits	\$95,063	\$49,140	\$49,410	\$49,410	\$52,175	\$2,765	5.60%
54000 Total: Indirect Expenses	\$95,063	\$67,265	\$68,435	\$68,972	\$72,319	\$3,347	4.85%
Total: Enterprise Fund	\$714,522	\$885,633	\$801,080	\$611,821	\$660,304	\$48,483	7.92%