



# *Town of Natick*

FY 2013 Appropriated Budget

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## **Section X: Water/Sewer Enterprise Fund**

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# *Town of Natick*

FY 2013 Appropriated Budget

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# Town of Natick

Home of Champions

Department: Water & Sewer

Enterprise Fund

## Appropriation Summary

### Water & Sewer Operations

	2010 Actual	2011 Actual	2012 Appropriated	2013 Appropriated	2012 vs. 2013	
					\$	%
Total Salaries	1,511,361	1,438,875	1,628,394	1,659,661	31,267	1.9%
Total Operating Expenses	5,344,003	5,539,348	5,844,938	6,109,600	264,662	4.5%
<b>Total Water &amp; Sewer Operations</b>	<b>6,855,364</b>	<b>6,978,223</b>	<b>7,473,332</b>	<b>7,769,261</b>	<b>295,929</b>	<b>3.96%</b>

### Utility Billing Operations

	2010 Actual	2011 Actual	2012 Appropriated	2013 Appropriated	2012 vs. 2013	
					\$	%
Total Salaries	95,503	98,349	103,618	103,618	0	0.0%
Total Operating Expenses	68,830	82,344	120,700	129,950	9,250	7.7%
<b>Total Utility Billing Operations</b>	<b>164,334</b>	<b>180,693</b>	<b>224,318</b>	<b>233,568</b>	<b>9,250</b>	<b>4.12%</b>

### Employee Benefits

	2010 Actual	2011 Actual	2012 Appropriated	2013 Appropriated	2012 vs. 2013	
					\$	%
Total Employee Benefits	606,191	627,467	630,025	652,593	22,568	3.6%
<b>Total Employee Benefits</b>	<b>606,191</b>	<b>627,467</b>	<b>630,025</b>	<b>652,593</b>	<b>22,568</b>	<b>3.6%</b>

### Debt Service

	2010 Actual	2011 Actual	2012 Appropriated	2013 Appropriated	2012 vs. 2013	
					\$	%
Debt Service						
Principal	1,627,370	1,745,640	1,827,139	1,514,188	-312,951	-17.1%
Interest	550,077	541,589	514,079	451,262	-62,817	-12.2%
Total Debt Service	2,177,447	2,287,229	2,341,218	1,965,450	-375,767	-16.1%
<b>Total Debt Service</b>	<b>2,177,447</b>	<b>2,287,229</b>	<b>2,341,218</b>	<b>1,965,450</b>	<b>-375,767</b>	<b>-16.1%</b>

### Reserves

	2010 Actual	2011 Actual	2012 Appropriated	2013 Appropriated	2012 vs. 2013	
					\$	%
Total Reserve Fund	0	0	200,000	200,000	0	0.0%
<b>Total Reserve Fund</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0.00%</b>
<b>Total Water &amp; Sewer Enterprise Fund</b>	<b>9,803,334</b>	<b>10,073,612</b>	<b>10,868,892</b>	<b>10,820,872</b>	<b>-48,020</b>	<b>-0.44%</b>
Indirects	2,506,417	2,449,758	2,535,883	2,581,514	45,631	1.80%



# *Town of Natick*

Home of Champions

Department: Water & Sewer

Enterprise Fund

## **Mission:**

### **Water & Sewer Operations:**

The mission of the Natick Department of Public Works is to maintain and improve in a cost-efficient manner the infrastructure, buildings, equipment, and recreational facilities of the Town and be ready and available to provide immediate and professional response to emergency situations.

The Department will provide safe and adequate drinking water and fire protection by maintaining and improving with available resources the water treatment plant, wells and water mains throughout town. The Department will also provide dependable and reliable trash collection and recycling services to the residents of the Town.

The Department will assist, support and cooperate with other Town departments, boards and commissions as well as other municipalities, State and Federal agencies in all relevant activities that promote and benefit the Town and the quality of life for the citizens of the Town.

### **Utility Billing Operations:**

The Utility Billing office is responsible for the billing and collecting of Water and Sewer activity. This includes uploading the usage files received from DPW on a monthly basis, recording the receivable due to the Town of Natick, printing and mailing of water/sewer invoices, and posting water/sewer cash receipts. Also process abatements, corrections, final billing for real estate sales and special billings for backflows, valve work, etc, and maintain the senior citizen account designations with the Assessor's Office. Finally, this department is also responsible for answering customer inquiries and problem research.

## **Goals:**

### **Water & Sewer Operations:**

- Replace force sewer mains on Wethersfield Rd.*
- Replace outdated water meter transmitters.*
- Continue the upgrade SCADA software and hardware.*
- Continue the relocation of Springvale Wells #1 & #3.*
- Rehabilitate Springvale Wells #2 & #4*
- Repair Broads Hill & Town Forest Reservoirs.*
- H&T Filter Controls Upgrade*
- Pine Oaks Well MCC replacement*
- Springvale Fluoride Modification*

### **Utility Billing Operations:**

#### *Personnel Advancement*

- *Work with Personnel Director on customer service/team building*
- *Reconfigure Collector's Office personnel to facilitate better service*

#### *Enhance On-line, Web, Computer Applications*

- *Work with DPW to add on-line Geographic Information System (GIS) capabilities; create Executive Committee to enhance usability throughout organization*
  - *Working with Information Technology department, work toward development of intranet*
- #### *Budget Process Improvements*
- *With DPW, consider alternatives to water billing system*



# *Town of Natick*

Home of Champions

Department: Water & Sewer

Enterprise Fund

## **Budget Overview:**

**The Water & Sewer Enterprise Fund has three divisions within it: Sanitary Sewer, Water & Utility Billing.**

### **Department of Public Works Sewer Division**

#### **I. Main Purpose of the Department**

The Sewer Division operates and maintains over 147 miles of the sewer collection system and seeks to meet or exceed all federal and state mandates and guidelines governing the sewer collection system. The division monitors the town's thirty four sewer pump stations seven days a week. Personnel from this division are on call twenty four hours a day, seven days a week to respond to any sewer emergency.

#### **II. Recent Developments**

- Continuation of the sewer mains relining program
- Replacement Sewer Pump Stations

#### **III. Current Challenges**

- Implementation of the Infiltration and Inflow (I/I) study of the Town's sewer system
- Maintain program to alleviate chronic sewer back up areas
- Monitoring the sulfides in the sewer system
- Loss of Rate Reduction funding by the MWRA may impact MWRA rates.

#### **IV. Significant Proposed Changes for the Upcoming Fiscal Year and the Budget Impact**

- Continue to fund the Sewer Pump Station/Line Maintenance to reline problem sewer mains and to continue the Degreasing Program.
- Increase of utility costs

#### **V. On the Horizon**

- Coordination of the water and sewer line expansion and rehabilitation with the South Natick Hills and Chrysler Road Housing Development

### **Department of Public Works Water Division**

#### **I. Main Purpose of the Department**

The Water Division operates and maintains the Town's water wells and water treatment plant. It provides safe and potable drinking water throughout the 196 miles of distribution mains throughout Town. The Division is responsible for water meter calibration, reading over 12,500 meters, and the installation, inspection and testing of backflow prevention devices. In addition, the Division is responsible for water quality testing on a weekly basis, the testing and maintenance of 1,400 fire hydrants and the repair of water leaks. Personnel from this Division are on-call twenty four hours a day, seven days a week to respond to any water emergency.

#### **II. Recent Developments**

- Recertification of the Environmental Management System (ISO 14001) at the Springvale Water Treatment Plant
- Completion of Backflow Prevention Program
- Annual water leak detection program to reduce unaccounted for water.
- Replacement of residential water services on various streets before street rehabilitation.(173 services Rockland st.-17, Nimitz circle-16,Macarthur Rd.-67,Patten Drive-3,Loconia Rd.-9,JenningsPond Rd.-13,Grove Rd.-22 Shore Rd.-5,North Main St.-10,Other Streets 11)

#### **III. Current Challenges**

- Continue to update the ISO 14001 Certification of the Springvale Water Treatment Plant
- Repair of the Town Forest Reservoir Roof
- Replacement of Springvale Wells #1 & #3
- Water Management act permit renewal

#### **IV. Significant Proposed Changes for the Upcoming Fiscal Year and the Budget Impact**

- Implement a new pump preventive maintenance schedule.
- Complete a review of the cost of electricity and review energy efficiency measures.



# *Town of Natick*

Home of Champions

Department: Water & Sewer

Enterprise Fund

## **Budget Overview:**

### **Department of Public Works Water Division (con't)**

#### **V. On the Horizon**

- Coordination of the water and sewer line rehabilitation with the South Natick Hills and Chrysler Rd Housing Development.

### **Utility Billing Division**

#### **I. Main Purpose of the Department**

The primary responsibility of the Department is the quarterly billing of 12,550 water and sewer accounts. These duties include preparation of quarterly invoices, dispute resolution with rate payers, special fee invoicing, etc. This Department is responsible for the certification of delinquent accounts to the Board of Assessors for inclusion as water and sewer liens transferred to real estate bills.

#### **II. Recent Developments**

In FY2010 a web application that will facilitate the public viewing of actual bills in a “.pdf” format was implemented.

#### **III. Current Challenges**

The format and content of information included with the water and sewer bill is being evaluated for clarity. The goal is to improve the information provided to ratepayers.

#### **IV. Significant Proposed Changes for the Upcoming Fiscal Year and Budget Impact**

A more informative billing format was implemented in FY2011. This format will at a minimum include usage history, comprehensive explanation of bill calculation, and other informational materials. The budget request for FY 2013 continues to include funding for improved notification to delinquent accounts, notification to subsequent/new property owners, and additional research/resolution for returned mail.

#### **V. On the Horizon**

The development of increased Internet access to information and the development of information kiosks at Town Hall and Library are priorities for the near future.



# Town of Natick

Home of Champions

Department: Water & Sewer Operations

Enterprise Fund

Staffing	2009	2010	2011	2012	2013
<b>Water &amp; Sewer Operations</b>					
Water & Sewer Division Supervisor	1	1	1	1	1
Water & Sewer General Foreman	1	1	1	1	1
Administrative Assistant	1	1	1	1	1.49
Working Foreman	4	4	4	4	4
Heavy Equipment Operator	3	3	3	3	3
Skilled Laborer	6	5	5	5	5
Craftsman	3	3	3	3	3
GIS & Water Treatment Plant Supervisor	1	1	1	1	1
GIS Specialist	1	1	1	1	1
Chief Plant Operator	1	1	1	1	1
Night Operator	1	1	1	1	1
Station Operator	4	4	4	4	4
<b>Utility Billing</b>					
Executive Assistant	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
Department Support	0.1	0.1	0.1	0.1	0.1
<b>Total FTE</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>
<b>Total FT/PT</b>	<b>2 FT / 1 PT</b>				
<b>Total FT/PT</b>	<b>29 FT / 1 PT</b>	<b>28 FT / 2 PT</b>			

### Notes

Utility Billing Notes:

Departmental Support person:

works 960 hours total

720 hours allocated to collections

0.4

240 hours allocated to utility billing

0.1

### Performance Indicators

	2009	2010	2011	2012*	2013*
<b>Workload Indicators</b>					
<b>Water &amp; Sewer Operations</b>					
Number of Water Leaks/Repairs (CY)	43	28	40	40	29
# of Sewer Backups			7	12	14
Total Number of Hydrants Replaced (CY)	15	7	15	15	11
Total Mileage of Water & Sewer Pipes	196.7/147.3	196.7/147.3	200/150	200/150	200/150
Number of Sewer Main lines Lined (in feet) (CY)	3,216	2,553	3000	3000	0
Water Pumped (in Millions of Gallons)	1,209	1,148	1175*	1250	1250

\*Estimated

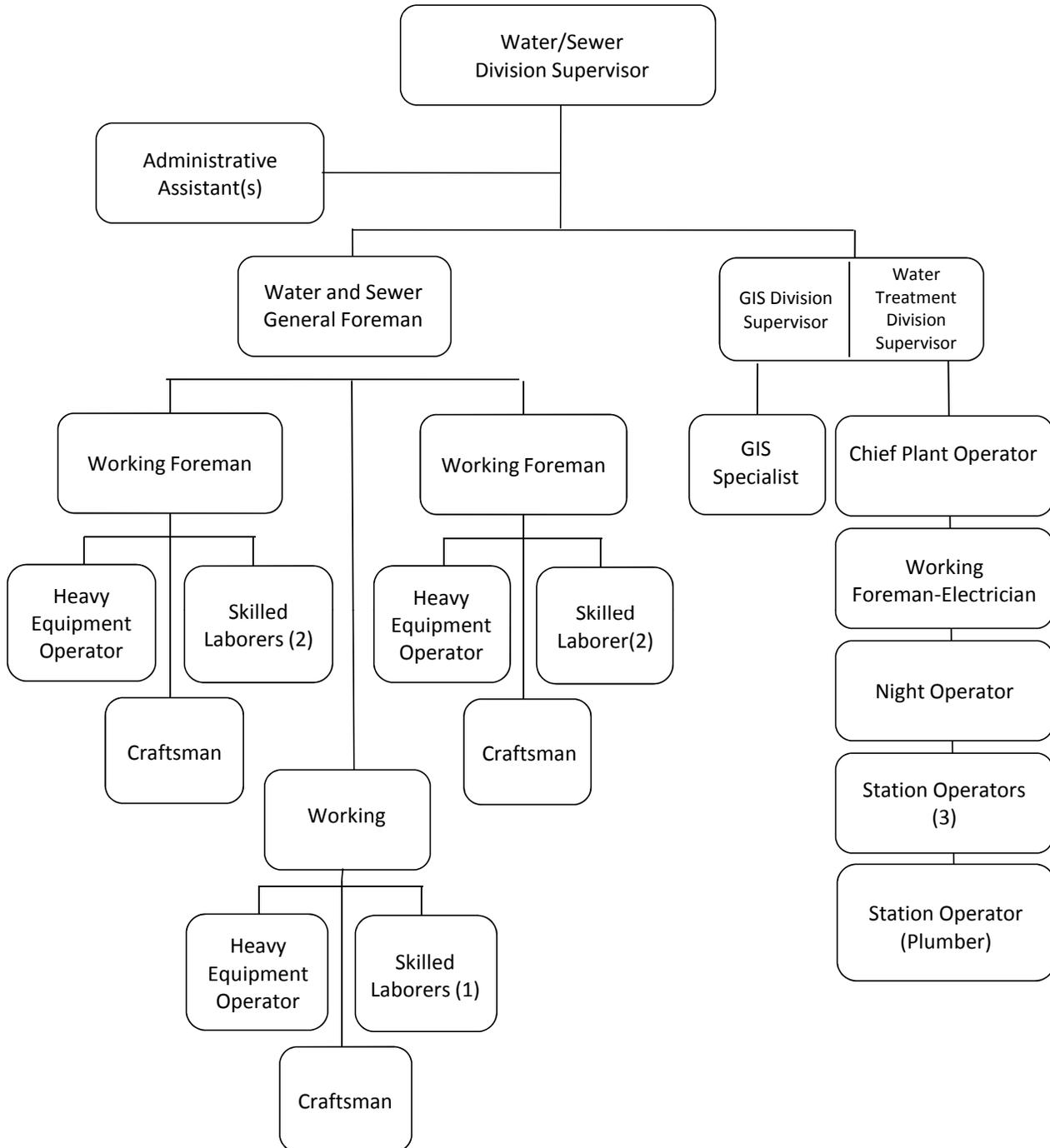
	2009	2010	2011	2012*	2013*
<b>Outcome Indicators</b>					
<b>Water &amp; Sewer Operations</b>					
# of Sewer Backups causing Insurance Claims(CY)	3	6	4	4	5

### Utility Billing

See Treasurer's Budget (Section VII) for performance indicators related to utility billing.



Organizational Chart: Water & Sewer



Note: Water & Sewer Divisions under the management of the Director of Public Works



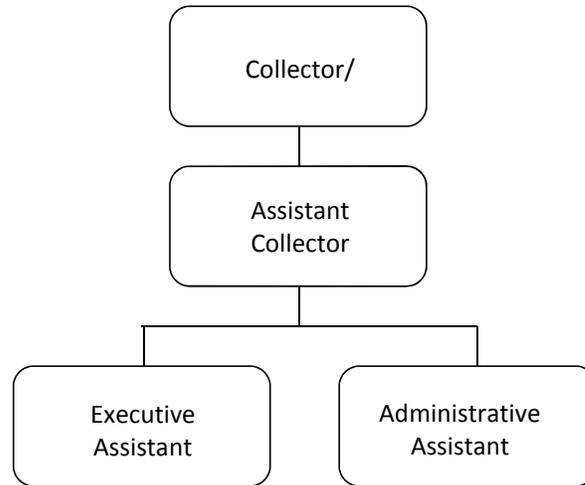
# Town of Natick

Home of Champions

Department: Water & Sewer Operations

Enterprise Fund

## Organizational Chart: Utility Billing Operations



*Note: Utility Billing Division is under the management of the Collector/Treasurer*



# Town of Natick

Home of Champions

Department: Water & Sewer

Enterprise Fund

## Sewer Operations

	2010 Actual	2011 Actual	2012 Appropriated	2013 Appropriated	2012 vs. 2013	
					\$	%
Salaries Supervisory	119,118	124,903	133,871	133,871	0	0.0%
Salaries Operational Staff	404,057	393,609	422,528	446,468	23,940	5.7%
Salaries Temp Oper. - Police Details	5,633	6,605	6,975	8,624	1,649	23.6%
Supervisory Additional Comp	12,827	11,965	12,450	12,450	0	0.0%
Operational Staff Additional Comp	18,580	19,935	25,850	23,150	-2,700	-10.4%
Operational Staff Overtime	72,223	58,522	57,850	57,850	0	0.0%
<b>Personnel Services</b>	<b>632,438</b>	<b>615,540</b>	<b>659,524</b>	<b>682,413</b>	<b>22,889</b>	<b>3.5%</b>
Repairs & Maint. Equipment	3,000	2,394	3,000	3,000	0	0.0%
Repairs & Maint. Other	3,000	2,955	3,000	3,000	0	0.0%
Utilities Electric	185,007	125,669	162,500	144,400	-18,100	-11.1%
<b>Purchase of Services</b>	<b>191,007</b>	<b>131,018</b>	<b>168,500</b>	<b>150,400</b>	<b>-18,100</b>	<b>-10.7%</b>
Licenses - CDL & Special	713	180	2,000	2,000	0	0.0%
Clothing Allowance Operational Staff	3,247	3,150	3,150	3,150	0	0.0%
<b>Other Services Inc.</b>	<b>3,960</b>	<b>3,330</b>	<b>5,150</b>	<b>5,150</b>	<b>0</b>	<b>0.0%</b>
Tech & Prof Svs & MWRA Sulfide Testing	11,109	12,986	15,000	15,000	0	0.0%
<b>Tech/ Prof. Services</b>	<b>11,109</b>	<b>12,986</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0.0%</b>
Repairs & Maint. Misc. Constr.	4,000	3,128	4,000	4,000	0	0.0%
<b>Supplies</b>	<b>4,000</b>	<b>3,128</b>	<b>4,000</b>	<b>4,000</b>	<b>0</b>	<b>0.0%</b>
Sewer Pump Station/Line Maintenance	41,657	44,610	50,000	100,000	50,000	100.0%
MWRA Sewer Assessment	4,219,801	4,346,280	4,493,588	4,683,550	189,962	4.2%
Water/Sewer Damage Claims	95	35,000	5,000	5,000	0	0.0%
<b>Other Chgs. / Exp.</b>	<b>4,261,553</b>	<b>4,425,890</b>	<b>4,548,588</b>	<b>4,788,550</b>	<b>239,962</b>	<b>5.3%</b>
<b>Total Operating Expenses</b>	<b>5,104,066</b>	<b>5,191,891</b>	<b>5,400,762</b>	<b>5,645,513</b>	<b>244,751</b>	<b>4.5%</b>

## Water Operations

	2010 Actual	2011 Actual	2012 Appropriated	2013 Appropriated	2012 vs. 2013	
					\$	%
Salaries Supervisory	207,413	215,968	227,870	227,870	0	0.0%
Salaries Operational Staff	553,053	470,855	620,198	623,361	3,163	0.5%
Salaries Temp Operational	10,395	23,192	23,642	26,157	2,515	10.6%
Supervisory Additional Comp	22,477	27,861	22,250	22,250	0	0.0%
Operational Staff Additional Comp	26,921	27,602	28,660	29,210	550	1.9%
Operational Staff Overtime	58,666	57,856	46,250	48,400	2,150	4.6%
<b>Personnel Services</b>	<b>878,924</b>	<b>823,335</b>	<b>968,870</b>	<b>977,248</b>	<b>8,378</b>	<b>0.9%</b>
Repairs & Maint. Software	12,516	14,811	15,000	15,000	0	0.0%
Utilities	346,055	416,349	524,000	527,300	3,300	0.6%
GIS Software & Training	10,058	13,117	25,500	25,500	0	0.0%
Copy/Mail Center Fees	19,389	11,813	18,000	18,000	0	0.0%
Purchased Services: Miscellaneous	8,580	6,680	12,000	12,000	0	0.0%
<b>Purchase of Services</b>	<b>396,598</b>	<b>462,770</b>	<b>594,500</b>	<b>597,800</b>	<b>3,300</b>	<b>0.6%</b>
Licenses - CDL & Special	5,925	3,885	6,000	10,000	4,000	66.7%
Environmental Management - ISO 14001 Cert.	0	1,876	10,000	10,000	0	0.00%



# Town of Natick

Home of Champions

Department: Water & Sewer		Enterprise Fund				
Clothing Allowance Operational Staff	4,200	3,500	4,200	4,200	0	0.0%
<b>Other Services Inc.</b>	<b>10,125</b>	<b>9,261</b>	<b>20,200</b>	<b>24,200</b>	<b>4,000</b>	<b>19.8%</b>
Implement SDWA Amendment	29,509	19,238	30,000	30,000	0	0.0%
Water Testing	24,556	24,710	25,000	25,000	0	0.0%
<b>Tech./Prof. Services</b>	<b>54,065</b>	<b>43,948</b>	<b>55,000</b>	<b>55,000</b>	<b>0</b>	<b>0.0%</b>
Repairs & Maint - Equipment	2,974	2,768	3,000	3,000	0	0.0%
Repairs & Maint - Facilities	1,960	2,000	2,000	2,000	0	0.0%
Repairs & Maint - Hydrants	9,854	10,000	10,000	10,000	0	0.0%
Repairs & Maint - Misc. Repairs	17,919	18,282	18,000	18,000	0	0.0%
Repairs & Maint - Misc. Constr	17,952	17,997	18,000	18,000	0	0.0%
<b>Supplies</b>	<b>50,660</b>	<b>51,047</b>	<b>51,000</b>	<b>51,000</b>	<b>0</b>	<b>0.0%</b>
					0	#DIV/0!
Chemical Supplies	149,840	177,504	145,000	177,500	32,500	22.4%
Obsolete Meters	29,874	28,338	30,000	30,000	0	0.0%
Service Connections	14,843	14,889	15,000	18,000	3,000	20.0%
<b>Other Supplies</b>	<b>194,557</b>	<b>220,731</b>	<b>190,000</b>	<b>225,500</b>	<b>35,500</b>	<b>18.7%</b>
Water Well/Water Line Maint.	138,022	139,637	150,000	150,000	0	0.0%
New Hydrant Installation	9,227	9,924	10,000	10,000	0	0.0%
Asphalt Crushing	14,718	11,899	15,000	15,000	0	0.0%
DEP Assessment	1,438	10,704	14,000	14,000	0	0.0%
MWRA Discharge Permit	2,965	3,076	4,000	4,000	0	0.0%
<b>Other Charges/Expenditures</b>	<b>166,370</b>	<b>175,240</b>	<b>193,000</b>	<b>193,000</b>	<b>0</b>	<b>0.0%</b>
<b>Total Operating Expenses</b>	<b>1,751,298</b>	<b>1,786,332</b>	<b>2,072,570</b>	<b>2,123,748</b>	<b>51,178</b>	<b>2.5%</b>

Utility Billing						
	2010 Actual	2011 Actual	2012 Appropriated	2013 Appropriated	2012 vs. 2013	
					\$	%
Salaries Operational Staff	90,742	93,451	95,829	95,829	0	0.0%
Part-Time Operational Staff	4,097	3,766	4,835	4,835	0	0.0%
Operational Staff - Additional Comp	509	934	954	955	1	0.1%
Operational Staff Overtime	156	199	2,000	2,000	0	0.0%
<b>Personnel Services</b>	<b>95,503</b>	<b>98,349</b>	<b>103,618</b>	<b>103,618</b>	<b>0</b>	<b>0.0%</b>
Repair & Maint Equipment	2,262	0	4,000	4,000	0	0.0%
In State Travel/Meetings	0	0	500	750	250	50.0%
Training & Education	0	0	2,500	2,500	0	0.0%
Communication Telephone	861	861	1,500	1,500	0	0.0%
Communication Postage	18,372	18,902	20,000	22,000	2,000	10.0%
Collection Activities	1,100	9,429	10,000	10,000	0	0.0%
Copy/Mail Center Fees	34,328	39,948	33,000	40,000	7,000	21.2%
<b>Purchase of Services</b>	<b>56,924</b>	<b>69,140</b>	<b>71,500</b>	<b>80,750</b>	<b>9,250</b>	<b>12.9%</b>
Utility Billing Software	0	0	15,000	15,000	0	0.0%
Utility Billing Printing	9,123	7,951	30,200	30,200	0	0.0%
<b>Tech/Prof. Services</b>	<b>9,123</b>	<b>7,951</b>	<b>45,200</b>	<b>45,200</b>	<b>0</b>	<b>0.0%</b>



# Town of Natick

Home of Champions

<b>Department: Water &amp; Sewer</b>	<b>Enterprise Fund</b>					
Office Supplies	2,783	5,254	4,000	4,000	0	0.0%
<b>Supplies</b>	<b>2,783</b>	<b>5,254</b>	<b>4,000</b>	<b>4,000</b>	<b>0</b>	<b>0.0%</b>
<b>Total Utility Billing</b>	<b>164,334</b>	<b>180,693</b>	<b>224,318</b>	<b>233,568</b>	<b>9,250</b>	<b>4.1%</b>

<b>Employee Benefits</b>						
	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Appropriated</b>	<b>2013 Appropriated</b>	<b>2012 vs. 2013</b>	
					<b>\$</b>	<b>%</b>
FICA {Medicare}	18,575	17,306	20,100	25,170	5,070	25.2%
Insurance Group Health & Life	375,662	395,891	380,795	387,484	6,689	1.8%
LIUNA Pension	40,229	34,817	41,604	39,980	-1,624	-3.9%
<b>Other Personnel Services</b>	<b>434,466</b>	<b>448,014</b>	<b>442,499</b>	<b>452,634</b>	<b>10,135</b>	<b>2.3%</b>
Funding Schedule (22 Year) (W&S)	171,725	179,453	187,526	199,959	12,433	6.6%
<b>Other Charges &amp; Expenditures</b>	<b>171,725</b>	<b>179,453</b>	<b>187,526</b>	<b>199,959</b>	<b>12,433</b>	<b>6.6%</b>
<b>Total Employee Benefits</b>	<b>606,191</b>	<b>627,467</b>	<b>630,025</b>	<b>652,593</b>	<b>22,568</b>	<b>3.6%</b>

<b>Water &amp; Sewer Debt Service</b>						
	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Appropriated</b>	<b>2013 Appropriated</b>	<b>2012 vs. 2013</b>	
					<b>\$</b>	<b>%</b>
Water Principal Sub-Totals	\$ 1,207,720	\$ 1,233,640	\$ 1,479,662	\$ 1,181,711	-297,951	-20.1%
Sewer Principal Sub-Totals	\$ 419,650	\$ 512,000	\$ 347,477	\$ 332,477	-15,000	-4.3%
<b>Principal Totals</b>	<b>1,627,370</b>	<b>1,745,640</b>	<b>1,827,139</b>	<b>1,514,188</b>	<b>-312,951</b>	<b>-17.1%</b>
Interest on Debt Water Sub-Totals	\$ 380,213	\$ 319,203	\$ 341,804	\$ 306,828	-34,976	-10.2%
Interest on Debt Sewer Sub-Totals	\$ 163,156	\$ 200,574	\$ 147,275	\$ 119,434	-27,841	-18.9%
Bond Anticipation Notes	\$ 6,707	\$ 21,812	\$ 25,000	\$ 25,000	0	0.0%
<b>Interest Totals</b>	<b>550,077</b>	<b>541,589</b>	<b>514,079</b>	<b>451,262</b>	<b>-62,817</b>	<b>-12.2%</b>
<b>Total Water &amp; Service Debt Service</b>	<b>2,177,447</b>	<b>2,287,229</b>	<b>2,341,218</b>	<b>1,965,450</b>	<b>-375,767</b>	<b>-16.1%</b>

<b>Reserve Fund</b>						
	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Appropriated</b>	<b>2013 Appropriated</b>	<b>2012 vs. 2013</b>	
					<b>\$</b>	<b>%</b>
Reserve Fund	0	0	200,000	200,000	0	0.0%
<b>Total Reserve Fund</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0.0%</b>



# Town of Natick

Home of Champions

Department: Water & Sewer Operations Line-Item Detail

Enterprise Fund

Narrative:

## Sanitary Sewer Operations

### Personnel Services

**Salaries Supervisory:** To fund the positions of Coordinator of Technical Services and .5 of the Supervisor of Sewer and Water, who oversees this division.

**Salaries Operational Staff:** To fund eleven employees who maintain and repair the sewer mains in the town.

**Salaries Temporary Operational:** This fund is for police details for work done in the roadways and part time help.

**Supervisory Additional Compensation:** This fund is for education incentive stipends and service award.

**Operational Staff Additional Compensation:** This fund is for longevity and temporary upgrades per union contract.

**Operational Staff Overtime:** This fund is for emergencies and callbacks after normal operating hours.

### Purchase of Services

**Equipment Repairs/Maintenance:** This fund is for the repairs and maintenance of the town's thirty six sewer pump stations which include check valves, motor starters, mechanical seals, etc.

**Repairs/Maintenance Other:** This fund is for the repairs and maintenance of the alarms, wiring and fencing.

**Electricity:** This fund is for the use of electricity at the Sewer Pumping Stations.

### Other Services (Misc.)

**Licenses CDL and Special:** This fund is for the reimbursement to the employees for license renewals, CDL, Hoisting, required training etc.

**Clothing Allowance Operational Staff:** This fund is for the clothing allowance per union agreement.

### Tech & Professional Services

**Professional Services-MWRA/Sulfide Testing:** This fund is for the testing of the sewer before it enters the Massachusetts Water Resource Authority (MWRA) sewer system and other professional services dealing with this issue as required by the municipal discharge permit.

### Supplies

**Miscellaneous Construction Repairs and Maintenance:** This fund is for the repairs and maintenance of sewer pipe, fittings, sewer camera, manhole covers and sewer rod equipment.

### Other Charges

**Sewer Line Maintenance:** This fund is used for the engineering, repairing, maintenance and rehabilitation of the thirty six sewer pump stations and for the 150 miles of sewer mains such as television sewers, replacement of sewer pipe and manholes.

**Massachusetts Water Resource Authority (MWRA) Assessment:** This fund is for the costs of the town's sewer discharge into the MWRA sewer collection system.

## Water Operations

### Personnel Services

**Salaries Supervisory:** To fund the positions of GIS/Water Treatment Plant Supervisor, GIS Specialist and .5 Supervisor of Water and Sewer, who oversees this division.

**Salaries Operational Staff:** To fund thirteen employees positions who maintain and repair the water distribution system.

**Salaries Temporary Operational:** This fund is for police details for work done in the roadways and for part time help.

**Supervisory Additional Compensation:** This fund is for education incentive stipends and service award.

**Operational Staff Additional Compensation:** This fund is for longevity and temporary upgrades per union contract.

**Operational Staff Overtime:** This fund is for emergencies and callbacks after normal operating hours.



# Town of Natick

Home of Champions

Department: Water & Sewer Operations Line-Item Detail

Narrative:

## Water Operations (con't)

### Purchase of Services

**Repairs and Maintenance Software:** This fund is used for the Scada System at the Water Treatment Plant. It covers the upgrade of intrusion software, hardware replacements and other related computer items.

**Electricity:** This fund is for the use of electricity at the Water Treatment Plant, Evergreen Wells, Morse's Pond Well, Pine Oaks Well, Elm Bank Well and the Booster Station at Captain Toms Hill.

**Copy Mail Center:** This fund is for department's share of the copy/mail center cost.

**Purchased Services Miscellaneous:** This fund is used for supplies and equipment including printers, computers, computer hardware etc.

### Other Services Misc.

**Licenses CDL and Special:** This fund is for the reimbursement to the employees for license renewals, CDL, Hoisting, Water, memberships to NEWWA, required training, etc.

**Environmental Management System:** This fund is for the audits required to maintain the Environmental Management System and the ISO Certification.

**Clothing Allowance Operational Staff:** This fund is for the clothing allowance per union agreement.

**Safe Drinking Water Act (SDWA) Amendment:** This fund is for all Volatile Organic Compounds (VOC) water and other tests mandated by the Department of Environment Protection (DEP), Environmental Protection Agency (EPA) and Safe Drinking Water Act (SDWA).

### Supplies

**Water Tests:** This fund is for all weekly water testing which includes coliform, manganese, fluoride, lead and copper.

**Equipment Repairs/Servicing:** This fund is for the repair of metal detectors, hoses and tapping machine.

**Facility Repairs and Maintenance:** This fund is for the repairs of locks, the purchase of propane gas and belts for air strippers.

**Hydrant Repairs and Maintenance:** This fund is used to repair and maintain the 1,200 fire hydrants in town.

**Miscellaneous Construction Repairs and Maintenance:** This fund is for replacing old water gates, ductile iron water pipe, gate boxes, large pipe fittings, tapping sleeves and gates.

### Other Supplies

**Chemical Supplies:** This fund is for the chemicals (chlorine gas, hydroflousilic acid and potassium permanganate) injected into the water.

**Replace Obsolete Meters:** This fund is for the replacement of large water meters and flow meters for the water wells and for the calibration of large meters, etc.

**Service Connections:** This fund is to replace old water line services and replacing the water line in the streets that are to be repaved, including one inch plastic water pipe, curb stops, brass fittings, service boxes and cellar valves, etc.

### Other Charges & Expenditures

**Water Line Maintenance:** This fund is for repairs and maintenance at the water treatment plant, water pump stations and water wells, consultant fees and emergencies.

**New Hydrant Installation:** This fund is for the installation and replacement of old fire hydrants.

**Asphalt Crushing:** This fund is used to hire a crusher for the gravel pit to recycle extra dirt and asphalt.

**Department of Environment Protection Assessment:** This fund is used for the DEP annual assessment.

**Massachusetts Water Resource Authority Discharge Permit:** This fund is used to pay the Massachusetts Water Resource Authority for the water discharge permit at the water treatment plant.

### Utility Billing Operations

#### Personnel Services

**Salaries Operational Staff Salaries** for two staff positions are funded in this line item. This positions are responsible for preparation of monthly water and sewer charges, special billings (final bills, flat charges, etc.), printing of water / sewer bills, posting payments, customer service inquiries, file maintenance, etc. A full time position has been reduced in the Collector's budget after an employee retirement. This position (Administrative Assistant) will be funded in the amount of 50% via indirect charge to the General Fund. The addition of a part time position is also included in this staffing change.



## Town of Natick

Home of Champions

Department: Water & Sewer Operations Line-Item Detail

Narrative:

### Utility Billing Operations

#### Personnel Services (con't)

**Part Time Operational** This funds 240 hours of part time operational staff. This position will provide administrative / clerical support to the Finance Director/ Collector and will be available during peak receipt periods to supplement the full time Utility Billing staff.

**Overtime Operational** This funds overtime worked by operational staff during peak receipt periods.

#### Purchase of Services

**Repairs and Maintenance** This is for the maintenance and repair of business equipment used in the Collector's office for Utility Billing purposes. The primary equipment is the high speed laser printer used for production of the water / sewer bills and bar code scanning equipment, etc.

**In State Travel/Meetings** For attendance at Department of Revenue seminars, Treasurer / Collector Association meetings, and administrative / clerical support staff seminars.

**Training and Education** The costs related to POINT Software training, Neptune meter reading and inventory systems, and PC specialized training seminars, etc.

**Communication Telephone** This is the proportional costs assigned to the Utility Billing for telephone service.

**Communication Postage** This is the direct cost associated with the mailings from the Utility Billing Collector's Office. (Water / Sewer bills, water quality survey, water ban, etc.) This item is reduced to reflect the actual amounts expended over the past several years. There has not been a need to mail notices for a mandatory water BAN. Costs will also be reduced as a result of utility billing enhancements which include CASS certified mailing of bills.

**Collection Activities** These funds are for additional mailings of notices of unpaid / delinquent charges, and demand bills, and other accounts receivable.

**Copy/Mail Center Fees** This is the proportional cost assigned to the Utility Billing Collector's Office for mail center labor for mail handling and copy charges.

#### Technical & Professional Services

**Utility Billing Software** This is utilized for minor programming modifications for water / sewer billing. These would include modifications not included in the annual maintenance that Point Software provides for the Water and Sewer receivable / collection system. The annual maintenance contracts for all Point Software applications are included in the Information Technology budget. This line item was increased by \$10,000 in FY2009 to facilitate the programming / modifications of an improved bill format, revenue forecasting, and web applications.

**Utility Billing Printing** The cost of services and supplies for the preparation of water / sewer bills including forms, consumables (toner), CASS certification software (Accu-Zip). This line item was increased to include a non capital lease for software to facilitate CASS certified mailings (see reduction in Postage).

#### Supplies

**Office Supplies** General office supplies for the Utility Billing Collector's Office for employee benefit and bank reconciliation functions.

#### Employee Benefits

Pays for benefits for Water & Sewer Benefit eligible employees.

#### Debt Service

##### **Principal Payments:**

The requested budget amount of \$1,827,139 represents repayment of principal for multiple water and sewer capital improvement projects.

##### **Interest Payments:**

The requested budget amount of \$514,079 represents the respective interest payments associated with general obligation bonds issued for water and sewer projects. Of that amount, \$25,000 represents the estimated amount for Bond Anticipation Notes & issue costs (bond counsel, financial advisor, rating agency fees, etc.) for authorized borrowings.



# Town of Natick

Home of Champions

Department: Water & Sewer Operations Line-Item Detail

## Reserve Fund

Covers \$200,000 for emergencies & unforeseen contingencies within the fund.

Department: Water & Sewer Operations Benefits

## Water & Sewer Employee Health Benefits Summary

Active		
- Traditional HMO's	\$	-
- Rate Saver HMO's	\$	289,638
Tier #1 Safety Net	\$	11,200
Tier #2 Safety Net	\$	-
Tier #3 Safety Net	\$	-
Sentinel Benefits Administration Fee	\$	1,296
Retiree		
- Retiree Health Plans	\$	84,025
Life Insurance (\$4.25/mo. x Total Benefited Employees)	\$	1,325
<b>Total Employee Health Benefits</b>	<b>\$</b>	<b>387,484</b>

# Water & Sewer Enterprise - Active Employees - Rate Saver HMO's

## Active Employees

Active Employees Plans:		Individual		Family			
HEALTH PLANS:		Total	Town Share	Total	Town Share	Total Cost	
	\$	%	\$	\$	%	\$	\$
<b>RATE SAVER EPO PLANS:</b>							
<b>Blue Choice</b>							
Monthly Rates (Regular Members)	603.00	90.00%	542.70	1,620.00	80.00%	1,296.00	
			1			1	
<b>Annual Total</b>			<b>\$6,512</b>			<b>\$15,552</b>	<b>\$ 22,064</b>
<b>Fallon Group Direct Care</b>							
Monthly Rates (Regular Members)	485.00	90.00%	436.50	1,305.00	80.00%	1,044.00	
Participants			0			1	
<b>Annual Total</b>			<b>\$0</b>			<b>\$12,528</b>	<b>\$ 12,528</b>
<b>Fallon Group Select Care</b>							
Monthly Rates (Regular Members)	521.00	90.00%	468.90	1,404.00	80.00%	1,123.20	
Participants			0			0	
<b>Annual Total</b>			<b>\$0</b>			<b>\$0</b>	<b>\$ -</b>
<b>Harvard/Pilgrim</b>							
Monthly Rates (Regular Members)	586.00	90.00%	527.40	1,529.00	80.00%	1,223.20	
Participants			5			9	
<b>Annual Total</b>			<b>\$31,644</b>			<b>\$132,106</b>	<b>\$ 163,750</b>
<b>Tufts Navigator</b>							
Monthly Rates (Regular Members)	620.00	90.00%	558.00	1,623.00	80.00%	1,298.40	
Participants			2			5	
<b>Annual Total</b>			<b>\$13,392</b>			<b>\$77,904</b>	<b>\$ 91,296</b>

Premium Cost Summary	Enrollments			
	Single	Family		
Active Health Plans	8	16	\$	289,638
Tier #1 Safety Net			\$	11,200
Tier #2 Safety Net			\$	-
Tier #3 Safety Net			\$	-
Sentinel FSA Costs			\$	1,296
<b>Total Appropriation Needed</b>			<b>\$</b>	<b>302,134</b>

Enrollments as of 12/2011  
Rates established on 1/24/2012

# Water & Sewer Enterprise - Retiree Health Care

## Retirees - Non Medicare Eligible

Active Employees Plans:	Individual			Family			Total Cost
	Total	Town Share		Total	Town Share		
HEALTH PLANS:							
	\$	%	\$	\$	%	\$	\$
<b>RATE SAVER EPO PLANS:</b>							
<b>Blue Choice</b>							
Monthly Rates (Regular Members)	603.00	90.00%	542.70	1,620.00	80.00%	1,296.00	
			0			0	
<b>Annual Total</b>			<b>\$0</b>			<b>\$0</b>	<b>\$ -</b>
<b>Fallon Group Select Care</b>							
Monthly Rates (Regular Members)	521.00	90.00%	468.90	1,404.00	80.00%	1,123.20	
Participants			0			0	
<b>Annual Total</b>			<b>\$0</b>			<b>\$0</b>	<b>\$ -</b>
<b>Harvard/Pilgrim</b>							
Monthly Rates (Regular Members)	586.00	90.00%	527.40	1,529.00	80.00%	1,223.20	
Participants			2			0	
<b>Annual Total</b>			<b>\$12,658</b>			<b>\$0</b>	<b>\$ 12,658</b>
<b>Tufts Navigator</b>							
Monthly Rates (Regular Members)	620.00	90.00%	558.00	1,623.00	80.00%	1,298.40	
Participants			0			2	
<b>Annual Total</b>			<b>\$0</b>			<b>\$31,162</b>	<b>\$ 31,162</b>
<b>Harvard/Pilgrim PPO</b>							
Rates (Regular Members)	1,562.00	50.00%	781.00	3,469.40	50.00%	1,734.70	
Participants			1			0	
<b>Annual Total</b>			<b>\$9,372</b>			<b>\$0</b>	<b>\$ 9,372</b>
<b>Tufts POS</b>							
Monthly Rates (Regular Members)	1,562.00	50.00%	781.00	3,469.40	50.00%	1,734.70	
Participants			0			0	
<b>Annual Total</b>			<b>\$0</b>			<b>\$0</b>	<b>\$ -</b>

Premium Cost Summary	Enrollments			
	Single	Family		
Active Health Plans	3	2	\$	53,191
Tier #1 Safety Net			\$	2,000
Tier #2 Safety Net			\$	-
Tier #3 Safety Net			\$	-
Sentinel FSA Costs			\$	270
<b>Total Appropriation Needed</b>			<b>\$</b>	<b>55,461</b>

## Retirees - Medicare Eligible

Senior Plans:	Individual			HEALTH PLANS:	Individual		
	Total	Town Share			Total	Town Share	
HEALTH PLANS:							
	\$	%	\$	\$	%	\$	\$
<b>HPHC Medicare Enhancement</b>				<b>Medex III</b>			
Monthly Rates (Senior Care)	378.00	62.75%	237.20	Monthly Rates (Senior Care)	424.00	61.37%	260.21
Monthly Rates (Senior Care)	415.80	62.75%	260.91	Monthly Rates (Senior Care)	466.40	61.37%	286.23
Participants			2	Participants			4
<b>Total</b>			<b>\$5,977</b>	<b>Total</b>			<b>\$13,115</b>
<b>Fallon Senior Plan</b>				<b>Tufts Medicare Plus</b>			
Monthly Rates (Senior Care)	267.00	68.05%	181.69	Monthly Rates (Senior Care)	317.00	65.20%	206.68
Monthly Rates (Senior Care)	293.70	68.05%	199.86	Monthly Rates (Senior Care)	348.70	65.20%	227.35
Participants			0	Participants			6
<b>Total</b>			<b>\$0</b>	<b>Total</b>			<b>\$7,441</b>
<b>Tufts Medicare Preferred HMO</b>				<b>BCBS Managed Blue for Seniors</b>			
Monthly Rates (Senior Care)	226.00	71.32%	161.18	Monthly Rates (Senior Care)	402.00	61.99%	249.20
Monthly Rates (Senior Care)	248.60	71.32%	177.30	Monthly Rates (Senior Care)	442.20	61.99%	274.12
Participants			1	Participants			0
			<b>\$2,031</b>	<b>Total</b>			<b>\$0</b>

Medicare Eligible Retirees	Enrollments		
	Single	Family	
	13	0	
<b>Total Medicare Eligible Employees (Senior Plans)</b>			<b>\$28,563</b>
<b>Total Retiree Health Care</b>			<b>\$84,025</b>



**Town of Natick**

Home of Champions

Department: Enterprise Fund Debt Service - Principal

Year of Issue	Project	Amount Issued	Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Issue	Total Outstanding
			Principal	Principal	Principal	Principal	Principal	Principal	Balance	Principal
1998	Water Treatment Plant	\$ 1,175,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 139,000	\$ 419,000
1998	Sewer (Pleasant, Rockwood, etc.)	\$ 285,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 25,000	\$ 85,000
1999	Sewer (Pleasant, Eliot, Union, etc.)	\$ 750,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 105,000	\$ 280,000
1999	Sewer (Union St)	\$ 615,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 215,000
1999	Water (Lakeshore Dr)	\$ 500,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 200,000
2000	Water (Lakeshore Dr)	\$ 540,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 100,000	\$ 225,000
2000	Sewer (Boden Ln & Water, Lincoln, etc.)	\$ 1,335,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000	\$ 360,000
2002	Water Meters	\$ 1,800,000	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2002	Water Relining	\$ 700,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2002	Water Relining	\$ 1,420,000	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2002	Sewer (Lakeshore Rd)	\$ 430,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000	\$ 200,000
2002	Sewer (Leach Ln)	\$ 210,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000	\$ 100,000
2003	Water Elm Bank *Refunded	\$ 1,375,000	\$ 140,000	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135,000
2004	Water Meters	\$ 350,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000
2005	Sewer I&I (MWRA)	\$ 338,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2006	Sewer (Speen St, Park Ave)	\$ 2,100,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 1,050,000	\$ 1,575,000
2007	Water Treatment (MWPAT) *Refunded	\$ 4,884,838	\$ 227,662	\$ 233,911	\$ 243,023	\$ 250,438	\$ 258,294	\$ 268,041	\$ 2,553,695	\$ 3,807,401
2008	Water Treatment Plant *Refunded	\$ 225,925	\$ 30,000	\$ 30,000	\$ 25,000	\$ 20,000	\$ 15,000	\$ 15,000	\$ -	\$ 105,000
2009	Water Relining	\$ 3,000,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,800,000
2009	Equipment W-9 Backhoe	\$ 90,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 50,000
2009	Equipment W-29 Dump Truck	\$ 70,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2010	Water Relining	\$ 600,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 180,000	\$ 480,000
2010	Springvale Well	\$ 250,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 200,000
2010	Reservoir Refurbishment	\$ 500,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000	\$ 400,000
2010	Sewer Pump Station 5	\$ 300,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 90,000	\$ 240,000
2010	Sewer Jet Truck	\$ 250,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 200,000
2010	Sewer I&I (MWRA)	\$ 77,385	\$ 15,477	\$ 15,477	\$ 15,477	\$ 15,477	\$ -	\$ -	\$ -	\$ 46,431
2011	Final Phase V	\$ 800,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 470,000	\$ 745,000
Estimated	Final Phase V	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated	Ground Water Wells	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated	Capital Equipment (2011 ATM's)	\$ 150,000	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ 150,000
Estimated	Capital Improvements (2011 ATM's)	\$ 1,130,000	\$ -	\$ 115,800	\$ 115,800	\$ 115,800	\$ 115,800	\$ 115,800	\$ 551,000	\$ 1,130,000
<b>Water and Sewer Enterprise Principal</b>			<b>\$ 1,827,139</b>	<b>\$ 1,514,188</b>	<b>\$ 1,383,300</b>	<b>\$ 1,340,715</b>	<b>\$ 1,323,094</b>	<b>\$ 1,332,841</b>	<b>\$ 6,323,695</b>	<b>\$ 13,217,832</b>
<b>Total Amount Remaining</b>				<b>\$ 13,217,832</b>	<b>\$ 11,703,644</b>	<b>\$ 10,320,344</b>	<b>\$ 8,979,630</b>	<b>\$ 7,656,536</b>	<b>\$ 6,323,695</b>	<b>\$ -</b>



**Town of Natick**

Home of Champions

Department: Enterprise Fund Debt Service - Interest

Year of Issue	Project	Fiscal Year 2012		Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Issue	Total Outstanding
		Amount Issued	Interest	Interest	Interest	Interest	Interest	Interest	Balance	Interest
1998	Water Treatment Plant	\$ 1,175,000	\$ 22,014	\$ 13,576	\$ 9,775	\$ 8,575	\$ 7,475	\$ 1,425	\$ 1,950	\$ 42,776
1998	Sewer (Pleasant, Rockwood, etc.)	\$ 285,000	\$ 4,454	\$ 3,124	\$ 2,368	\$ 1,118	\$ 878	\$ 638	\$ 79	\$ 8,203
1999	Sewer (Pleasant, Eliot, Union, etc.)	\$ 750,000	\$ 15,264	\$ 8,884	\$ 9,825	\$ 4,075	\$ 3,375	\$ 2,675	\$ 4,855	\$ 33,689
1999	Sewer (Union St)	\$ 615,000	\$ 11,781	\$ 7,957	\$ 3,650	\$ 3,050	\$ 2,500	\$ 2,000	\$ 7,263	\$ 26,419
1999	Water (Lakeshore Dr)	\$ 500,000	\$ 10,903	\$ 7,793	\$ 3,500	\$ 3,000	\$ 2,500	\$ 2,000	\$ 7,263	\$ 26,056
2000	Water (Lakeshore Dr)	\$ 540,000	\$ 12,450	\$ 8,220	\$ 9,050	\$ 3,500	\$ 3,000	\$ 2,500	\$ 8,194	\$ 34,464
2000	Sewer (Boden Ln & Water, Lincoln, etc.)	\$ 1,335,000	\$ 19,920	\$ 10,132	\$ 11,500	\$ 10,600	\$ 4,750	\$ 3,950	\$ 6,690	\$ 47,622
2002	Water Meters	\$ 1,800,000	\$ 8,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2002	Water Relining	\$ 700,000	\$ 3,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2002	Water Relining	\$ 1,420,000	\$ 6,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2002	Sewer (Lakeshore Rd)	\$ 430,000	\$ 10,820	\$ 9,920	\$ 9,000	\$ 8,040	\$ 7,040	\$ 6,040	\$ 21,220	\$ 61,260
2002	Sewer (Leach Ln)	\$ 210,000	\$ 5,410	\$ 4,960	\$ 4,500	\$ 4,020	\$ 3,520	\$ 3,020	\$ 10,610	\$ 30,630
2003	Water Elm Bank *Refunded	\$ 1,375,000	\$ 8,200	\$ 2,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,700
2004	Water Meters	\$ 350,000	\$ 4,200	\$ 2,800	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ 4,200
2005	Sewer I&I (MWRA)	\$ 338,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2006	Sewer (Speen St, Park Ave)	\$ 2,100,000	\$ 66,150	\$ 62,081	\$ 58,144	\$ 54,206	\$ 50,138	\$ 45,938	\$ 262,369	\$ 532,875
2007	Water Treatment (MWPAT) *Refunded	\$ 4,884,838	\$ 106,425	\$ 100,177	\$ 91,065	\$ 83,651	\$ 75,936	\$ 123,775	\$ 217,563	\$ 692,167
2008	Water Treatment Plant *Refunded	\$ 225,925	\$ 4,550	\$ 3,575	\$ 2,600	\$ 1,788	\$ 1,088	\$ 563	\$ 563	\$ 10,175
2009	Water Relining	\$ 3,000,000	\$ 81,375	\$ 66,375	\$ 56,250	\$ 45,750	\$ 34,875	\$ 23,625	\$ 35,625	\$ 262,500
2009	Equipment W-9 Backhoe	\$ 90,000	\$ 2,313	\$ 1,813	\$ 1,475	\$ 1,125	\$ 763	\$ 388	\$ 388	\$ 5,950
2009	Equipment W-29 Dump Truck	\$ 70,000	\$ 750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2010	Water Relining	\$ 600,000	\$ 14,700	\$ 13,500	\$ 12,150	\$ 10,650	\$ 9,150	\$ 7,500	\$ 9,900	\$ 62,850
2010	Springvale Well	\$ 250,000	\$ 6,125	\$ 5,625	\$ 5,063	\$ 4,438	\$ 3,813	\$ 3,125	\$ 4,128	\$ 26,191
2010	Reservoir Refurbishment	\$ 500,000	\$ 12,250	\$ 11,250	\$ 10,125	\$ 8,875	\$ 7,625	\$ 6,250	\$ 8,250	\$ 52,375
2010	Sewer Pump Station 5	\$ 300,000	\$ 7,350	\$ 6,750	\$ 6,075	\$ 5,325	\$ 4,575	\$ 3,750	\$ 4,950	\$ 31,425
2010	Sewer Jet Truck	\$ 250,000	\$ 6,125	\$ 5,625	\$ 5,063	\$ 4,438	\$ 3,813	\$ 3,125	\$ 4,128	\$ 26,191
2010	Sewer I&I (MWRA)	\$ 77,385	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2011	Phase V	\$ 800,000	\$ 25,725	\$ 24,625	\$ 22,975	\$ 21,325	\$ 19,675	\$ 16,925	\$ 75,225	\$ 180,750
Estimated	Final Phase V	\$ -	\$ 6,275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated	Ground Water Wells	\$ -	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated	Capital Equipment (2011 ATM's)	\$ 150,000	\$ -	\$ 5,250	\$ 4,200	\$ 3,150	\$ 2,100	\$ 1,050	\$ -	\$ 15,750
Estimated	Capital Improvements (2011 ATM's)	\$ 1,130,000	\$ -	\$ 39,550	\$ 35,497	\$ 31,444	\$ 27,391	\$ 23,338	\$ 56,882	\$ 214,102
Estimated	BANs and Issue Costs	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ 125,000
<b>Water and Sewer Enterprise Interest</b>			<b>\$ 514,079</b>	<b>\$ 451,262</b>	<b>\$ 400,248</b>	<b>\$ 347,141</b>	<b>\$ 300,977</b>	<b>\$ 308,598</b>	<b>\$ 748,092</b>	<b>\$ 2,556,319</b>
<b>Total Amount Remaining</b>				<b>\$ 2,556,319</b>	<b>\$ 2,105,057</b>	<b>\$ 1,704,809</b>	<b>\$ 1,357,667</b>	<b>\$ 1,056,690</b>	<b>\$ 748,092</b>	<b>\$ -</b>

Summary of Debt - Water & Sewer Enterprise Fund								
	Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Issue	Total
Water & Sewer Enterprise Fund Principal	\$ 1,827,139	\$ 1,514,188	\$ 1,383,300	\$ 1,340,715	\$ 1,323,094	\$ 1,332,841	\$ 6,323,695	\$ 13,217,832
Water & Sewer Enterprise Fund Interest	\$ 514,079	\$ 451,262	\$ 400,248	\$ 347,141	\$ 300,977	\$ 308,598	\$ 748,092	\$ 2,556,319
<b>Total Annual Debt Service</b>	<b>\$ 2,341,218</b>	<b>\$ 1,965,450</b>	<b>\$ 1,783,548</b>	<b>\$ 1,687,856</b>	<b>\$ 1,624,071</b>	<b>\$ 1,641,439</b>	<b>\$ 7,071,787</b>	<b>\$ 15,774,151</b>
<b>Total Amount Remaining</b>	<b>\$ -</b>	<b>\$ 15,774,151</b>	<b>\$ 13,808,701</b>	<b>\$ 12,025,153</b>	<b>\$ 10,337,297</b>	<b>\$ 8,713,226</b>	<b>\$ 7,071,787</b>	<b>\$ -</b>



# Town of Natick

Home of Champions

Department: Water & Sewer Operations

Indirect Cost Allocations

PERCENTAGE ALLOCATIONS	PERSONNEL	FRINGE	EXPENSES	TOTAL
DPW ADMINISTRATION	\$ 80,715	\$ 31,162	\$ 14,876	\$ 126,753
BUILDING MAINTENANCE	\$ 48,217	\$ 18,616	\$ 56,238	\$ 123,071
ENGINEERING SERVICES	\$ 193,907	\$ 74,863	\$ 50,100	\$ 318,870
GIS SERVICES	\$ (48,292)	\$ (18,644)	\$ -	\$ (66,936)
EQUIPMENT MAINTENANCE	\$ 175,200	\$ 67,641	\$ 90,635	\$ 333,476
HIGHWAY MAINTENANCE	\$ 131,860	\$ 50,908	\$ 184,715	\$ 367,483
PUBLIC SAFETY	256,985	99,216	13,689	\$ 369,890
FINANCIAL / ADMINISTRATIVE	323,909	125,054	170,620	\$ 619,583
DEBT SERVICE	-	-	69,626	\$ 69,626
PROPERTY INSURANCE	-	-	208,383	\$ 208,383
ENERGY	-	-	111,315	\$ 111,315
<b>SUBTOTAL - GENERAL FUND</b>	<b>1,162,501</b>	<b>448,816</b>	<b>970,197</b>	<b>\$ 2,581,514</b>

**Notes:**

*Indirect Costs are based upon the Previous Fiscal Year's (FY 2012) Final Appropriated Budget.*

*Please remember that Town Meeting does not appropriate these - the action taken is to approve these.*

*Appropriation occurs within the respective budgets listed above.*

## Water/Sewer Enterprise Fund Projection & Initial Proposed Single-Family Home Rate for FY 2013

### Water/Sewer Enterprise Fund Projection - FY 2013 - FY 2015

Summary: The projection shown below is for planning purposes **ONLY**. It is not intended to serve as a budget or plan for expenditures. Accounting for level indirect costs and funding of requested capital projects through a mixture of debt and retained cash financing, FY 2013 should see no rate increase (See below). Later years, however, rates will likely be between 4-8% increases annually, driven mainly by anticipated 7.5% increases in the MWRA assessment annually and full funding of capital requests.

	2010 Actual	2011 Actual	2012 Appropriated	2013 Estimate	2014 Estimate	2015 Estimate
<b>Revenues</b>						
User Charges	\$ 11,745,779	\$ 12,353,351	\$ 12,439,776	\$ 12,417,386	\$ 13,319,876	\$ 13,823,980
Connection Fees	\$ 117,505	\$ 104,470	\$ 170,000	\$ 160,000	\$ 160,000	\$ 160,000
Other Departmental Income	\$ 1,116,991	\$ 758,698	\$ 750,000	\$ 750,000	\$ 850,000	\$ 850,000
Investment Income	\$ 41,470	\$ 66,356	\$ 45,000	\$ 75,000	\$ 75,000	\$ 75,000
Capital Article Closeouts/Trans.		\$ 150,000	\$ -	\$ -	\$ -	\$ -
Retained Earnings		\$ -	\$ 320,000	\$ 1,257,000	\$ 400,000	\$ 400,000
<b>Total Revenues</b>	<b>\$ 13,021,745</b>	<b>\$ 13,432,875</b>	<b>\$ 13,724,776</b>	<b>\$ 14,659,386</b>	<b>\$ 14,804,876</b>	<b>\$ 15,308,980</b>
<b>Expenses</b>						
Sewer	\$ 5,104,066	\$ 5,191,891	\$ 5,400,762	\$ 5,645,513	\$ 6,068,926	\$ 6,524,096
Water	\$ 1,751,298	\$ 1,786,332	\$ 2,072,570	\$ 2,123,748	\$ 2,187,460	\$ 2,253,084
Utility Billing	\$ 164,334	\$ 180,693	\$ 224,318	\$ 233,568	\$ 240,575	\$ 247,792
Fringe Benefits	\$ 606,191	\$ 627,467	\$ 630,025	\$ 652,593	\$ 717,852	\$ 789,637
Debt Service	\$ 2,177,447	\$ 2,287,229	\$ 2,341,218	\$ 1,965,450	\$ 2,408,548	\$ 2,312,856
Reserve Fund	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
**Indirects** (included in G/F)	\$ 2,506,417	\$ 2,449,757	\$ 2,535,883	\$ 2,581,514	\$ 2,581,514	\$ 2,581,514
**Capital**	\$ 350,000	\$ 312,000	\$ 320,000	\$ 1,257,000	\$ 400,000	\$ 400,000
<b>Total Expenses</b>	<b>12,659,752</b>	<b>12,835,370</b>	<b>13,724,776</b>	<b>14,659,386</b>	<b>14,804,876</b>	<b>15,308,980</b>

### Preliminary Proposed Single-Family Water & Sewer Rates for FY 2013

Summary: Just as the projection above, the projected rates below are purely for illustrative purposes only. Actual rates will be determined through recalibration of the rate model in preparation of meeting with the Water & Sewer Commissioners for FY 2013 rate setting, which will begin in April 2012. Should the budget be approved as it is recommended, including funding of the revised capital requests, the impact upon this years rates is shown below. Average W/S bills for a single family home would not increase.

### Rate Options for the average Single-Family House (26.57 HCF/quarter)

<b>2012</b>	<b>Combined Rate</b>	<b>Annual Cost</b>	<b>0.00%</b>
Bills	\$ 5.70	\$ 228.00	
	\$ 9.76	\$ 390.40	
	\$ 15.72	\$ 413.12	
		<b>\$ 1,031.52</b>	
<b>2013 (draft)</b>	<b>Combined Rate</b>	<b>Annual Cost</b>	
Bills	\$ 5.70	\$ 228.00	
	\$ 9.76	\$ 390.40	
	\$ 15.72	\$ 413.12	
		<b>\$ 1,031.52</b>	

Cost increase/year over FY 2012	\$ -	
Cost increase/quarter over FY 2012	\$ -	