

FY24 Enterprise Fund Budgets and CIP FY2024-FY2028

Select Board
February 15, 2023



Enterprise Budgets and CIP Meeting

- Definitions of Important Terms
- FY24 Enterprise Funds
 - Telemedia Enterprise Budget
 - Water Enterprise Budgets
 - Water Enterprise Capital
 - Recommendation Water Rates
 - Sewer Enterprise Budget
 - Sewer Enterprise Capital
 - Recommendation Sewer Rates
 - Stormwater Enterprise Budget
 - Stormwater Enterprise Capital
 - Recommendation Stormwater Fee
- Capital Improvement Plan FY2024-FY2028

Enterprise Budgets and CIP Meeting

Definitions

- Enterprise Fund:
 - An enterprise fund, authorized by MGL Ch. 44 §53F½, is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services.
 - It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any.
 - With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses.
 - Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end.
 - Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.
- Why Adopt an Enterprise Fund:
 - Identifies a total Service cost
 - Those who use the service pay
 - Provides useful management information
 - Retains investment income and surplus within Fund
 - Prevents deficits from impacting General Fund
 - Maintains Department of Revenue oversight
 - Maintains Town Meeting oversight for budgeting
- Town Established Enterprise Funds:
 - Sewer Enterprise Fund Adopted 10/1/02, Water Enterprise Fund Adopted 5/2/05, Telemedia Enterprise Fund Adopted 5/2/16, Stormwater Enterprise Fund Adopted 10/1/19

Enterprise Budgets and CIP Meeting

Definitions (cont.):

- Property Tax Levy: Revenue a community can raise through real and personal property taxes. Proposition 21/2 places constraints on the amount of the levy raised by a city or town and on how much the levy can be increased from year to year. A levy limit is a restriction on the amount of property taxes a community can levy. The maximum the levy can be in a given year is 2.5% on the previous year's limit plus certain allowable increases such as new growth, overrides and debt and capital exclusions.
- Capital Outlay Expenditure Exclusion: Temporary increase in the tax levy to fund a capital project or make a capital acquisition. Exclusions require two-thirds vote of the selectmen or city council (sometimes with the mayor's approval) and a majority vote in a community-wide referendum. The exclusion is added to the tax levy only during the year in which the project is being funded and may increase the tax levy above the levy ceiling.
- Debt Exclusion: An action taken by a community through a referendum vote to raise the funds necessary to pay debt service costs for a particular project from the property tax levy, but outside the limits under Proposition 2½. By approving a debt exclusion, a community calculates its annual levy limit under Proposition 2½, then adds the excluded debt service cost. The amount is added to the levy limit for the life of the debt only and may increase the levy above the levy ceiling.
- Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended.
- Capital Improvement Plan: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended.
- General Fund: The fund used to account for most financial resources and activities governed by the normal town meeting/city council appropriation process.

Enterprise Budgets and CIP Meeting

Definitions (cont.):

- **Stabilization Fund**: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 §5B). Communities may establish one or more stabilization funds for different purposes and may appropriate into them in any year an amount not to exceed ten percent of the prior year's tax levy. The total of all stabilization fund balances shall not exceed ten percent of the community's equalized value, and any interest shall be added to and become a part of the funds. A two-thirds vote of town meeting or city council is required to establish, amend the purpose of, or appropriate money into or from the stabilization fund. The Town has a General Fund Stabilization with a balance of \$14,117,871, Water Stabilization Fund with a balance of \$1,904,388, Sewer Stabilization Fund with a balance of \$3,852,643.
- **Raise and Appropriate (R&A)**: A phrase used to identify a funding source for an expenditure or expenditures, which refers to money generated by the tax levy or other local receipt.
- **Indirect Cost (Allocations)**: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.
- **Free Cash**: Remaining, unrestricted funds from operations of the previous fiscal year including unexpended free cash from the previous year, actual receipts in excess of revenue estimates shown on the tax recapitulation sheet, and unspent amounts in budget line-items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash. The calculation of free cash is based on the balance sheet as of June 30, which is submitted by the community's auditor, accountant, or comptroller. Important: free cash is not available for appropriation until certified by the Director of Accounts. Current Certified Free Cash balance is \$600,000.
- **Retained Earnings**: An equity account reflecting the accumulated earnings of an enterprise fund that may be used to fund capital improvements, to reimburse the general fund for prior year subsidies, to reduce user charges and to provide for enterprise revenue deficits (operating loss). Water Retained Earning has a balance of \$1,567,763, Sewer Retained Earning has a balance of \$6,164,106, Cable Retained Earnings has a balance of \$2,425,977 and Stormwater Retained Earnings has a balance of \$294,674.

Telemedia Enterprise Fund



Telemedia Enterprise Fund Budget

Telemedia Department Budget

**TOWN OF TEWKSBURY
CABLE TV ENTERPRISE FUND
FISCAL YEAR 2024 PROPOSED BUDGET**

<u>Direct Expenses</u>	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	169,598	188,478	202,397	13,919
Expenses	68,533	96,750	124,850	28,100
Capital Outlay	230,954	229,500	30,000	(199,500)
Reserve Fund	50,000	25,000	25,000	-
Occupational Health	3,000	3,000	3,000	-
Other Post Employment Benefits	6,200	6,200	6,935	735
Debt	-	-	-	-
Subtotal	528,286	548,928	392,182	(156,746)
 <u>Indirect Expenses</u>				
Group Insurance	15,443	16,176	16,930	754
Retirement	12,550	13,445	14,096	651
Medicare	2,521	2,683	2,830	147
Property and Liability Insurance	-	-	-	-
Subtotal	30,514	32,304	33,856	1,552
 <u>Capital Expenses</u>	-	-	-	-
 Total Appropriation	558,800	581,232	426,038	(155,194)
 <u>Projected Cable TV Revenue</u>	<u>FY22 Collected</u>	<u>FY23 Projected</u>	<u>FY24 Projected</u>	<u>Inc(Dec)</u>
Cable Franchise Fees	618,162	600,000	600,000	
All Other Fees	-	-	-	-
Total Revenue	618,162	600,000	600,000	-
 Operating Deficit/Surplus	59,362	18,768	173,962	155,194

Major Budget Changes:

Salaries: Adjustment for 2.25% cost of living and step increases.

Operating: Fund will be used to address equipment maintenance and operations for programs and broadcasting needs. Operating expenses increased \$28,100. Repairs and Maintenance decreased \$2,600 specifically fuel for the Van there is less use. Professional Services Increased for the cost of \$18,000 for Special Counsel to negotiate the renewal of the Comcast License and there was a cost increase moving Property and Liability Insurance into this line-item. All Other Supplies and Expenses decreased \$4,000 due to less demand for promotional materials and healthy inventory. Other Equipment decreased \$5,000 due to efficient past equipment investments and satisfactory inventory. Travel and Staff Development increased \$2,800 for the increased cost of training and travel to conferences.

Capital Outlay: \$30,000 Install a MAM system would allow us to edit and store media remotely without relying on external hard drives.

Indirect Expenses: Allocations increased 1,552. There is a 5% increase in health insurance premiums and Medicare Tax is based upon total payroll..

Capital Expense: Decreased \$229,500 and there will be a Capital request to upgrade the TMHS Studio will be a Warrant Article to transfer \$200,000 from retained earnings.

Telemedia Enterprise Fund Budget

- **Future Capital Improvements Fiscal Year 2024 - Fiscal Year 2028: \$200,000**
 - **FY24: \$200,000** - TMHS Studio Upgrade (Cable Retained Earnings)

Balance Cable Retained Earning : \$2,425,977.00

Comcast Franchise Fee and Capital Collected in FY22: \$227,019

Verizon Franchise Fee Collected in FY22: \$391,143

Total Cable TV Revenue FY22: \$618,162

Water Enterprise Fund



Water Enterprise Fund Budget

Water Distribution Budget

	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	641,209	665,308	704,993	39,685
Expenses	266,475	390,405	404,487	14,082
Capital Outlay	-	-	200,000	200,000
Subtotal	907,684	1,055,713	1,309,480	253,767

Major Budget Changes:

Salaries: Salary increases include cost of living increase of 2.25%, step increases and longevity changes. There is also \$40,950 to fund Terminal Leave for a retiring employee.

Operating: Overall operating increased \$14,082 due to cost of general supplies and services increasing.

Capital Outlay: There is an increase of \$200,000 to purchase and install replacement meter registers on existing meters (approximately 400). This request shall be an annual on-going request as meter replacements have increased and they have come to the end of useful life.

Water Enterprise Fund Budget

Water Filtration Budget

	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	927,191	1,076,932	1,123,011	46,079
Expenses	1,272,404	1,230,924	1,531,929	301,005
Capital Outlay	-	-	-	-
Subtotal	2,199,595	2,307,856	2,654,939	347,083

Major Budget Changes:

Salaries: Salary increases include cost of living increase of 2.25%, step increases and longevity changes.

Operating: Energy and Utilities increased \$90,000 based upon the cost of gas and electricity and increased pumping of water. Repairs and Maintenance increased \$7,711 due to cost of services and supplies. Leases and Contracts increased \$36,000 for contract services of lab testing. All Other Supplies and Equipment decreased (\$35,600) since we reduced in house testing supplies and contracted the services. Residual Disposal cost increased \$12,820 based upon the cost to dispose of the treatment plant sludge and the need for a consultant to assist in proper disposal.

Capital Outlay: There is no appropriation in FY24

Water Enterprise Fund Budget

Combined Water Enterprise Budgets

	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	1,568,400	1,742,240	1,828,004	85,764
Expenses	1,538,879	1,596,329	1,911,416	315,087
Capital Outlay	-	-	200,000	200,000
Reserve Fund	-	25,000	25,000	-
Occupational Health	-	20,000	20,000	-
Other Post Employment Benefits	163,947	163,947	52,013	(111,934)
Debt	2,676,771	2,492,485	2,586,275	93,790
Subtotal	5,947,998	6,040,001	6,622,707	582,706
<u>Indirect Expenses</u>				
Town Manager	9,886	10,356	10,615	259
Accounting	10,049	10,597	11,812	1,215
Computer Services	1,828	2,588	6,122	3,534
Treasurer/Collector	32,846	35,150	38,297	3,147
Human Resources	1,909	2,085	2,274	189
Dept. of Public Works	392,701	410,516	436,522	26,006
Group Insurance	358,286	368,885	371,401	2,516
Retirement	433,124	464,408	536,995	72,587
Medicare	21,990	24,511	28,411	3,900
Property and Liability	90,939	103,061	117,324	14,263
Subtotal	1,353,558	1,432,157	1,559,773	127,616
<u>Capital Expenditures</u>				
	-	-	-	-
Total Appropriation	7,301,556	7,472,158	8,182,480	710,322

Indirect Expenses: Allocations increased \$127,616. There is a 5% increase in health insurance premiums, 10% increase in Property and Liability Insurance, 8.9% or \$72,587 increase in Retirement Assessment based on recent system valuation and Medicare Tax is based upon total payroll. OPEB Assessment decreased (\$111,934) based upon recent valuation.

Water Enterprise Fund Budget

- Capital Improvements
- Fiscal Year 2024 - Fiscal Year 2028: \$28,121,000
 - **\$23,700,000** - Water Distribution Design and Improvement (3 miles of water main Installation per year)
 - **\$2,900,000** – Water Treatment Plant and Tank Maintenance/Upgrades
 - **\$725,000** - Hydrants Replacement
 - **\$796,000** - Vehicle Replacement
- Capital Improvements Fiscal Year 2024: \$7,556,981
 - **\$2,100,000** - Water Distribution Improvement (Borrowing)
 - **\$125,000** - Hydrants Replacement (Water Retained Earnings)
 - **\$2,100,000** - Water Plant Maintenance and Upgrades (Water Retained Earnings)
 - **\$195,000** - Vehicle Replacement (Water Retained Earnings)

Over the next Five Years the Plan is to spend retained earnings, Water Stabilization Fund and borrow funds to pay for Capital Projects.

Current Balance Retained Earnings: \$1,567,763

Balance Water Stabilization: \$1,904,388

In addition to the \$23,700,000 for FY24-FY28, another \$27,000,000 will be needed for water distribution upgrades from FY29-FY33 totaling \$50,700,000 over the next 10 years which will address 40% of the water mains in need of replacement.

Water Enterprise Fund Budget

Water Distribution System Pipe Size, Material, and Length

Size (in.)	Pipe Material (Length in Feet)						
	AC	CI	DI	PLASTIC	STEEL	WI	UNKOWN
2	1,283	0	246	701	0	13,019	2,275
4	0	0	500	0	0	0	0
6	181,210	90,323	36,369	0	0	0	10,310
8	88,825	33,734	246,031	0	0	0	10,830
10	1,018	6,564	4,016	0	0	0	0
12	4,473	15,372	40,105	0	838	0	1,377
16	0	2,338	32,554	0	0	0	175
18	0	1,101	0	0	0	0	0
20	0	0	18,069	0	0	0	0
24	0	0	4,138	0	0	0	0
UNK	0	0	0	0	0	0	0
Total (ft.)	276,810	149,432	382,028	701	838	13,019	24,967
Total (mi.)	52.43	28.3	72.35	0.13	0.16	2.47	4.73

AC- Asbestos Cement, CI - Cast Iron, DI - Ductile Iron, WI Wrought Iron

Priorities for water main replacement include locations of Asbestos Cement and Cast Iron that have experienced frequent water main breaks. Water main break locations, pipe size, and pipe material information is tracked in the Town's GIS database.

Locations include Cleghorn Lane, Hood Road, Trull Brook Lane, Guile Avenue, Victor Drive, Beech Street Neighborhood, South Tewksbury, and Hill Street.

Water Enterprise Fund Budget

Debt Service as percent of Water Budget

<u>Fiscal Year</u>	<u>Debt as a Percent of Budget</u>
FY2024	32%
FY2025	36%
FY2026	39%
FY2027	43%
FY2028	43%
FY2029	46%
FY2030	47%
FY2031	49%
FY2032	50%
FY2033	52%
FY2034	52%

Water Enterprise Fund Budget

Projected Revenues

<u>Projected Water Revenue</u>	<u>FY22 Collected</u>	<u>FY23 Projected</u>	<u>FY24 Projected</u>	<u>Inc(Dec)</u>
User Fees	7,311,842	6,945,455	7,670,552	725,098
Water Liens	392,279	400,000	400,000	-
All Other Fees	126,058	150,000	150,000	-
Investment Income	-	10,000	-	(10,000)
Total Revenue	7,830,178	7,505,455	8,220,552	715,098
Operating Deficit/Surplus	528,623	33,297	38,072	4,776

Footnote: All Other Fees includes Connection Fees, Water Meter Fees, Demand Fees and Application Fees. The surplus in FY22 closed at the end of Fiscal year and was part of Certified Retained Earnings.

Water Enterprise Fund Budget

Water Budget/Revenue

	<u>Budget</u>	<u>Revenue</u>
FY2012	5,805,016	7,079,266
FY2013	5,961,130	7,033,685
FY2014	5,913,590	7,429,011
FY2015	6,386,848	7,485,872
FY2016	6,675,586	8,162,431
FY2017	6,870,921	8,455,267
FY2018	7,037,637	8,162,431
FY2019	6,887,911	7,930,095
FY2020	7,162,649	7,341,522
FY2021	7,346,811	7,439,511
FY2022	7,502,694	7,505,455
FY2023 (Projected)	7,553,375	7,575,683
FY2024 (Projected)	8,182,480	8,220,552

Water Rates



Water Enterprise Fund: Water Rates

Impacts and Assumptions FY24 Water Rates:

- Water rates will increase in FY24. Rates have not increased in 3 years and only once in the past 5 years.
- Water usage for revenue projections were based upon Actual usage in August 2021, December 2021 and April 2022 billing cycles.
- Annual water usage is projected to be 649,350,523 gallons, a decrease from the previous Fiscal Year projection of (10,621,477)
- Collection Rate 95%
- Rate projections includes all Capital Improvements within the five (5) year CIP and annual funds for water distribution upgrades.

Water Enterprise Fund: Water Rates

Current Water Rates:

Tiers	Proposed Rate (\$)
0-12 gals	7.55 per 1000
13-24	10.67 per 1000
25-46	14.19 per 1000
47+	17.73 per 1000

Proposed Water Rates:

Tiers	Proposed Rate (\$)
0-12 gals	8.42 per 1000
13-24	11.90 per 1000
25-46	15.82 per 1000
47+	19.77 per 1000

Proposed Secondary Meter Rates are the same as above except

47+	37.15 per 1000
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This tier and rate for secondary meters has a conservation charge added

Water Enterprise Fund Budget

Water FY24 Projected Annual Increase

Usage	Current Annual Bill	Proposed Annual Bill	\$ Increase
10,000	75.50	84.20	8.70
15,000	113.25	126.30	13.05
20,000	151.00	168.40	17.40
25,000	188.75	210.50	21.75
35,000	264.25	294.70	30.45
45,000	367.83	410.22	42.39
50,000	421.18	469.72	48.54
55,000	474.53	529.22	54.69
60,000	527.88	588.72	60.84
70,000	634.58	707.72	73.14
75,000	698.49	778.98	80.49
80,000	769.44	858.08	88.64
90,000	911.34	1,016.28	104.94
100,000	1,053.24	1,174.48	121.24
140,000	1,627.92	1,815.18	187.26
150,000	1,805.22	2,012.88	207.66
200,000	2,691.72	3,001.38	309.66
300,000	4,464.72	4,978.38	513.66
400,000	6,237.72	6,955.38	717.66
500,000	8,010.72	8,932.38	921.66
700,000	11,556.72	12,886.38	1,329.66
1,000,000	16,875.72	18,817.38	1,941.66
1,500,000	25,740.72	28,702.38	2,961.66
2,000,000	34,605.72	38,587.38	3,981.66
3,000,000	52,335.72	58,357.38	6,021.66
4,000,000	70,065.72	78,127.38	8,061.66
5,000,000	87,795.72	97,897.38	10,101.66
6,000,000	105,525.72	117,667.38	12,141.66
7,100,000	125,028.72	139,414.38	14,385.66
7,500,000	132,120.72	147,322.38	15,201.66

Approximately 83% of the Residents are within 55,000 gallons annual usage and approximately 53% of that percentage is with 25,000 gallons annual usage. 90,000 gallons per year is the State's average annual use. There were approximately 9,574 residential users.

Water Enterprise Fund Budget

Rate Comparison

Based on 90,000 Gallons per year

- State Average 595 (2017)
- State Low and State High 123- 2,025 (2017)
- State Median 568 (2017)
- MWRA Average \$717.24 (2022) 3.16% change from 2021
- Non MWRA Communities 673 (2022) a 15% change from 2021
- Tewksbury (current) 911
- Tewksbury (proposed) 1,016

Comments Water Enterprise Fund and Rates

- Impact of Water Distribution Improvements
- Water Usage
- Projection of future years
- Retained Earnings
- Capital Projects

Sewer Enterprise Fund



Sewer Enterprise Fund Budget

Sewer Enterprise Budget

<u>Direct Expenses</u>	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	371,186	383,366	423,418	40,052
Expenses	462,685	426,755	447,488	20,733
Capital Outlay	-	-	-	-
Lowell Sewer	1,361,881	1,508,970	1,847,800	338,830
Reserve Fund	-	60,000	60,000	-
Occupational Health	10,000	10,000	10,000	-
Other Post Employment Benefits	38,785	38,785	6,935	(31,850)
Debt	3,712,623	3,703,896	3,724,771	20,875
Subtotal	5,957,160	6,131,772	6,520,412	388,640
				-
<u>Indirect Expenses</u>				
Town Manager	9,886	10,356	10,615	259
Accounting	10,049	10,597	11,812	1,215
Computer Services	1,828	2,588	3,061	473
Treasurer/Collector	32,846	35,150	38,297	3,147
Human Resources	1,909	2,085	2,274	189
Dept. of Public Works	387,392	407,293	433,586	26,293
Group Insurance	132,241	127,887	141,131	13,244
Retirement	80,323	86,065	52,951	(33,114)
Medicare	6,126	8,660	9,646	986
Property and Liability Insurance	25,301	28,521	32,736	4,215
Subtotal	687,901	719,202	736,109	16,907
<u>Capital Expenditures</u>	-	-	-	-
Total Appropriation	6,645,061	6,850,974	7,256,521	405,547

Major Budget Changes:

Salaries: Salary increases include, cost of living increase of 2.25% step increases and longevity changes. Terminal Leave increased \$27,300 due to employee an employee retiring in FY24.

Operating: Utilities which increased \$23,380 includes gas for nine (9) generators and for electricity for the 47 pump stations based upon historic and projected usage; Lowell Sewer is increased \$338,830 since the allocable costs that Lowell uses to assess Tewksbury is estimated to be higher than FY22. OPEB Assessment decreased (\$31,850) based upon recent valuation.

Capital Outlay: No change

Indirect Expenses: Allocations: There is a 5% increase in health insurance premiums, 10% increase in Property and Liability Insurance, Retirement Assessment decreased (\$33,114) based upon recent system valuation and Medicare Tax is based upon total payroll.

Sewer Enterprise Fund Budget

Future Capital Improvements

- Fiscal Year 2024 – Fiscal Year 2028: **\$3,646,000**
 - **\$1,450,000** - Inflow and Infiltration I/I control
 - **\$1,400,000** - Sewer Pump Station Improvements
 - **\$796,000** - Fleet/Equipment Replacement
- Capital Improvements Fiscal Year 2024: **\$495,000**
 - **\$50,000** - Inflow and Infiltration I/I control (Sewer Retained Earnings)
 - **\$250,000** - Sewer Pump Station Improvements (Sewer Retained Earnings)
 - **\$195,000** – Fleet/Equipment Replacement (Sewer Retained Earnings)

All Capital from 2024-2028 is Projected to be funded by the Sewer Retained Earnings.

Sewer Retained Earnings Balance is \$6,164,106 and will be utilized over the next five years to implement Sewer Capital and offset Debt Service costs.

Balance Sewer Stabilization Fund \$3,852,643

Sewer Enterprise Fund Budget

Debt Service as percent of Sewer Budget

Fiscal Year	Debt Service	Debt as a Percent of Budget
FY2023	3,557,018.77	52%
FY2024	3,577,893.76	49%
FY2025	3,548,143.76	49%
FY2026	3,339,850.01	46%
FY2027	3,284,425.01	44%
FY2028	2,404,700.01	35%
FY2029	1,531,950.01	24%
FY2030	873,325.01	15%
FY2031	211,578.13	4%
FY2032	191,028.13	3%
FY2033	183,215.63	3%
FY2034	172,981.25	3%
FY2035	165,200.00	2%

Sewer Enterprise Fund Budget

Projected Revenues

<u>Projected Sewer Revenue</u>	<u>FY22 Collected</u>	<u>FY23 Projected</u>	<u>FY24 Projected</u>	<u>Inc(Dec)</u>
User Fees	6,241,137	5,736,581	6,032,916	296,335
All Sewer Liens/Interest/Fees	293,065	250,000	8,999	(241,001)
Connection Fees	164,200	108,494	250,000	141,506
All Other	(28,239)	25,000	125,000	100,000
Retained Earnings	900,000	750,000	880,000	130,000
Transfer From General Fund	-	-	-	-
Total Revenue	7,570,163	6,870,075	7,296,915	426,841
Operating Deficit/Surplus	925,102	19,101	40,394	21,293

Footnote: All Other Fees includes Demand Fees and Application Fees. The surplus in FY22 closed at the end of Fiscal year and was part of Certified Retained Earnings.



Sewer Enterprise Fund Budget

Sewer Budget/Revenue:

	<u>Budget</u>	<u>Revenue</u>
FY12	5,801,543	8,197,199
FY13	6,086,796	6,760,895
FY14	6,103,578	7,294,650
FY15	5,541,476	6,921,874
FY16	6,111,090	7,434,103
FY17	5,800,318	7,618,667
FY18	5,240,451	7,106,197
FY19	5,913,497	7,049,859
FY20	6,703,563	7,729,660
FY21	6,623,932	6,643,875
FY22	6,805,504	7,570,163
FY23 (Projected)	6,850,979	6,870,075
FY24 (Projected)	7,256,521	7,270,500

Sewer Retained Earnings will be utilized over the next five years to offset Debt Service. Previously in FY19 \$253,244, FY20 \$1,026,790, FY21 \$795,439, FY22 \$900,000, FY23 750,0000 was used to offset Debt Service and in FY24 \$9000,000 in retained earnings will be utilized.

Sewer Rates



Sewer Enterprise Fund: Sewer Rates

Impacts and Assumptions FY24 Sewer Rates:

- Sewer rates will increase in FY24 for both in Town and out of Town/exempt properties. Rates have not increased in 5 years.
- Sewer usage for revenue projections were based upon Actual usage in, August 2021, December 2021 and April 2022 billing cycles
- Projected sewer usage for FY24 is 526,051,150 gallons a decrease of (2,651,450.0) gallons
- Collection Rate 95%

Sewer Enterprise Fund Budget

Proposed Sewer Rate - In-Town:

Tiers	Current Rate (\$)	Proposed Rate (\$)
0-12 gals	7.23 per 1000	7.59 per 1000
13-24	9.31 per 1000	9.78 per 1000
25-46	13.20 per 1000	13.86 per 1000
47+	15.44 per 1000	16.21 per 1000

Proposed Sewer Rate - Out of Town and Exempt Property:

Tiers	Current Rate (\$)	Proposed Rate(\$)
0-12 gals	15.24 per 1000	16.76 per 1000
13-24	19.62 per 1000	21.58 per 1000
25-46	26.84 per 1000	29.52 per 1000
47+	31.40 per 1000	34.54 per 1000

Sewer Enterprise Fund Budget

Sewer FY24 Projected Annual Increase			
Usage	Current Annual Bill	Proposed Annual Bill	\$ Increase
10,000	72.30	75.90	3.60
15,000	108.45	113.85	5.40
20,000	144.60	151.80	7.20
25,000	180.75	189.75	9.00
35,000	253.05	265.65	12.60
45,000	344.07	361.26	17.19
50,000	390.62	410.16	19.54
55,000	437.17	459.06	21.89
60,000	483.72	507.96	24.24
70,000	576.82	605.76	28.94
75,000	635.04	666.90	31.86
80,000	701.04	736.20	35.16
90,000	833.04	874.80	41.76
100,000	965.04	1,013.40	48.36
140,000	1,497.52	1,572.50	74.98
150,000	1,651.92	1,734.60	82.68
200,000	2,423.92	2,545.10	121.18
300,000	3,967.92	4,166.10	198.18
400,000	5,511.92	5,787.10	275.18
500,000	7,055.92	7,408.10	352.18
700,000	10,143.92	10,650.10	506.18
1,000,000	14,775.92	15,513.10	737.18
1,500,000	22,495.92	23,618.10	1,122.18
2,000,000	30,215.92	31,723.10	1,507.18
3,000,000	45,655.92	47,933.10	2,277.18
4,000,000	61,095.92	64,143.10	3,047.18
5,000,000	76,535.92	80,353.10	3,817.18
6,000,000	91,975.92	96,563.10	4,587.18
7,100,000	108,959.92	114,394.10	5,434.18
7,500,000	115,135.92	120,878.10	5,742.18

Approximately 80% of the Residents are within 55,000 gallons annual usage and approximately 53% of that percentage is with 25,000 gallons annual usage. 90,000 gallons per year is the State's average annual use. There were approximately 7,551 residential users.

Sewer Enterprise Fund Budget

- Comparison Other Communities

- Based on 90,000 Gallons per year

- State Average 862 (2017)
 - State Low and State High 229-2,316 (2017)
 - State Median 838 (2017)
 - MWRA Average 1,102 (2022)
 - Non MWRA Communities 995 (2022)
 - Tewksbury (current) 833
 - Tewksbury (proposed) 874

Comments Sewer Rates

- 78% of the potential users are connected (FY11 there were 62%)
- Future Debt Service
- Projection of future years
- Retained Earnings
- Out of Town users
- State Hospital use

Stormwater Enterprise Fund



Stormwater Enterprise Fund Budget

Stormwater Budget and Revenue

<u>Direct Expenses</u>	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	-	-	-	-
Expenses	470,919	593,910	586,200	(7,710)
Capital Outlay	505,063	500,000	-	(500,000)
Reserve Fund	-	25,000	25,000	-
Subtotal	<u>975,982</u>	<u>1,118,910</u>	<u>611,200</u>	<u>(507,710)</u>
				-
<u>Indirect Expenses</u>				
Subtotal	-	-	-	-
Capital Expenditures	-	-	505,000	505,000
Total Appropriation	975,982	1,118,910	1,116,200	(2,710)
				-
<u>Projected Stormwater Revenue</u>	<u>FY22 Collected</u>	<u>FY23 Projected</u>	<u>FY24 Projected</u>	<u>Inc(Dec)</u>
User Fees	<u>1,202,726</u>	<u>1,139,307</u>	<u>1,139,307</u>	-
Total Revenue	1,202,726	1,139,307	1,139,307	-
				-
Operating Deficit/Surplus	226,743	20,397	23,107	2,710

The Stormwater Budget will continue to address Stormwater Permit compliance and maintenance and repairs.

Stormwater Fee will remain at \$75 per residential equivalent unit. The surplus in FY22 closed at the end of Fiscal year and was part of Certified Retained Earnings.

Stormwater Enterprise Fund Budget

- Tewksbury charges a flat fee for residential parcels with three or fewer units. Stormwater fee is based upon a billing metric known as an Equivalent Residential Unit (ERU).
- An ERU is used to compare impact to the stormwater system across different land use types.
- In Tewksbury, the ERU would equal the median impervious surface of a residential parcel with three units or less.
- The ERU in Tewksbury is 4,443SF which the Fee is based upon.
- The current annual flat fee/ERU is \$75 per year and will remain the same in FY24.
- Residential ERUs which is projected to generate an estimated \$693,900 in revenue.
- Large Residential and Commercial ERUs which is projected to generate and estimated \$415,407 in revenue.
- Additional revenue is projected to come from Previous Years Rates - \$15,000, Interest- \$5,000 Liens - \$10,000 for a total of \$30,000

Stormwater Enterprise Fund Budget

Future Capital Improvements

- Fiscal Year 2024 - Fiscal Year 2028: **\$2,565,000**
- **\$2,150,000** - Drains (Stormwater Fee)
- **\$415,000** - Project Development (Stormwater Fee)

- Capital Improvements Fiscal Year 2024: **\$505,000**
- **\$450,000** – Drains: Culvert Replacement - Pringle Street Culvert; Drainage System Improvement - Woburn Street and Felker Street neighborhood
- **\$55,000** – Project Development: Drainage System Improvement Design - Van Buren Road drainage system

All Capital is Projected to be funded by the Stormwater Fee, Retained Earnings and Grants

Stormwater Retained Earnings: \$294,674

Capital Improvement Plan FY2024-FY2028



**TOWN OF TEWKSBURY
CAPITAL PLANNING PROGRAM
FISCAL YEARS 2024-2028
SUMMARY**

DEPARTMENT	PROJECT/PROGRAM	FUNDING SOURCE	FY2024	FY2025	FY2026	FY2027	FY2028	Total
	Police Station	R&A/Stab. Fund/CPA Funds/Free Cash	130,865	-	-	-	-	130,865
	Library	R&A/Stab. Fund/CPA Funds/Free Cash	-	-	-	-	500,000	500,000
	Town Hall and Town Hall Annex	R&A/Stab. Fund/CPA Funds/Free Cash	-	-	-	-	-	-
	Senior Center	R&A/Stab. Fund/CPA Funds/Free Cash	-	-	-	-	-	-
	Facilities and Grounds Vehicles and Equipment	R&A/Stab. Fund/CPA Funds/Free Cash	-	-	-	-	-	-
	Recreation Fields and Facilities Improvements	R&A/Stab. Fund/CPA Funds/Free Cash	484,000	150,000	150,000	150,000	-	934,000
Total Facilities and Grounds			614,865	150,000	150,000	150,000	500,000	1,564,865
Fire Department								
	New Ambulance and Equipment	R&A/Stab. Fund/Free Cash	375,000	400,000	-	400,000	-	1,175,000
	North Fire Station Renovation	R&A/Stab. Fund/Free Cash	-	-	1,500,000	-	-	1,500,000
	New Training Vehicle	R&A/Stab. Fund/Free Cash	-	65,000	-	-	-	65,000
	New Fire Engine and Equipment	R&A/Stab. Fund/Free Cash	897,000	-	-	-	975,000	1,872,000
	Turnout Gear	R&A/Stab. Fund/Free Cash	-	-	50,000	50,000	-	100,000
Total Fire Department			1,272,000	465,000	1,550,000	450,000	975,000	4,712,000
Public Works Department								
Transportation								
Public Works (General Fund)	Pavement Management Preventative Maintenance	R&A/Stab. Fund/FC/Borrowing/CH90	200,000	200,000	200,000	200,000	200,000	1,000,000
Public Works (General Fund)	Pavement Management Reconstruction/Resurfacing	R&A/Stab. Fund/FC/Borrowing/CH90	445,000	445,000	445,000	445,000	445,000	2,225,000
Public Works (General Fund)	Sidewalks	R&A/Stab. Fund/FC/Borrowing/CH90	250,000	250,000	250,000	650,000	250,000	1,650,000
Public Works (General Fund)	Improvement Projects	R&A/Stab. Fund/FC/Borrowing/CH90	130,000	65,000	65,000	200,000	65,000	525,000
Public Works (General Fund)	Project Development	R&A/Stab. Fund/FC/Borrowing/CH90	100,000	100,000	100,000	100,000	100,000	500,000
Total Transportation			1,125,000	1,060,000	1,060,000	1,595,000	1,060,000	5,900,000
Public Works Department								
Fleet and Equipment								
Public Works (General Fund)	Vehicles and Equipment	R&A/Stab. Fund/Free Cash	475,000	345,000	850,000	335,000	750,000	2,755,000
Total Fleet and Equipment			475,000	345,000	850,000	335,000	750,000	2,755,000
Grand Total DPW			1,600,000	1,405,000	1,910,000	1,930,000	1,810,000	8,655,000
Grand Total General Fund			3,486,865	2,020,000	3,610,000	2,530,000	3,285,000	14,931,865

**TOWN OF TEWKSBURY
CAPITAL PLANNING PROGRAM
FISCAL YEARS 2024-2028
SUMMARY**

DEPARTMENT	PROJECT/PROGRAM	FUNDING SOURCE	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Public Works Department								
Sewer Enterprise Fund								
Public Works (Sewer)	Inflow and Infiltration I/I Control	Borrowing/R&A/Retained Earnings	50,000	350,000	350,000	350,000	350,000	1,450,000
Public Works (Sewer)	Sewer Pump Station Improvements	Borrowing/R&A/Retained Earnings	250,000	400,000	250,000	250,000	250,000	1,400,000
Public Works (Sewer)	Collections System Upgrades	Borrowing/R&A/Retained Earnings	-	-	-	-	-	-
Public Works (Sewer)	Fleet and Equipment Replacement Program	R&A/Ent. Fund	195,000	191,000	45,000	275,000	90,000	796,000
Total Sewer Enterprise Fund			495,000	941,000	645,000	875,000	690,000	3,646,000
Public Works Department								
Water Enterprise Fund								
Public Works (Water)	Hydrant Replacement Program	R&A Ent. Fund/Retained Earnings	125,000	150,000	150,000	150,000	150,000	725,000
Public Works (Water)	Water Distribution System Improvements	Borrowing/R&A/Retained Earnings	2,100,000	5,400,000	5,400,000	5,400,000	5,400,000	23,700,000
Public Works (Water)	Water Treatment Plant and Tank Maint./Upgrades	Borrowing/R&A/Retained Earnings	2,100,000	400,000	400,000	-	-	2,900,000
Public Works (Water)	Fleet and Equipment Replacement Program	R&A Ent. Fund/Retained Earnings	195,000	191,000	45,000	275,000	90,000	796,000
Total Water Enterprise Fund			4,520,000	6,141,000	5,995,000	5,825,000	5,640,000	28,121,000
Public Works Department								
Stormwater Enterprise Fund								
Public Works (Stormwater)	Drains	R&A Ent. Fund/Retained Earnings	450,000	250,000	650,000	400,000	400,000	2,150,000
Public Works (Stormwater)	Stormwater Compliance	R&A Ent. Fund/Retained Earnings	-	-	-	-	-	-
Public Works (Stormwater)	Project Development	R&A Ent. Fund/Retained Earnings	55,000	195,000	55,000	55,000	55,000	415,000
Total Stormwater Enterprise Fund			505,000	445,000	705,000	455,000	455,000	2,565,000
Telemedia Department								
Telemedia Enterprise Fund								
Telemedia Department	TMHS Studio Upgrade	R&A Ent. Fund/Retained Earnings	200,000	-	-	-	-	200,000
Telemedia Department	MAM Ssystem	R&A Ent. Fund/Retained Earnings	30,000	-	-	-	-	30,000
Total Telemedia Enterprise Fund			230,000	-	-	-	-	230,000
Grand Total All Capital Projects Per Year			9,236,865	9,547,000	10,955,000	9,285,000	10,470,000	
Grand Total All Projects All Years								49,493,865

**TOWN OF TEWKSBURY
CAPITAL PLANNING PROGRAM
FISCAL YEARS 2024-2028**

GENERAL FUND PROJECTS THAT WILL BE FUNDED BY RAISE AND APPROPRIATE, TRANSFER FROM STABILIZATION FUND, CPA FUNDS OR FREE CASH

DEPARTMENT	PROJECT/PROGRAM	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Facilities and Grounds							
	Police Station	130,865	-	-	-	-	130,865
	Library	-	-	-	-	500,000	500,000
	Town Hall and Town Hall Annex	-	-	-	-	-	-
	Senior Center	-	-	-	-	-	-
	Facilities and Grounds Vehicles and Equipment	-	-	-	-	-	-
	Recreation Fields and Facilities Improvements	484,000	150,000	150,000	150,000	-	934,000
Total Facilities and Grounds		614,865	150,000	150,000	150,000	500,000	1,564,865

Fire Department							
	New Ambulance and Equipment	375,000	400,000	-	400,000	-	1,175,000
	North Fire Station Renovation	-	-	1,500,000	-	-	1,500,000
	New Training Vehicle	-	65,000	-	-	-	-
	New Fire Engine and Equipment	897,000	-	-	-	975,000	1,872,000
	Turnout Gear	-	-	50,000	50,000	-	100,000
Total Fire Department		1,272,000	465,000	1,550,000	450,000	975,000	4,712,000

Public Works Department							
Transportation							
Public Works (General Fund)	Pavement Management Preventative Maintenance	-	-	-	-	-	-
Public Works (General Fund)	Pavement Management Reconstruction/Resurfacing	-	-	-	-	-	-
Public Works (General Fund)	Sidewalks	250,000	250,000	250,000	250,000	250,000	1,250,000
Public Works (General Fund)	Improvement Projects	-	-	-	-	-	-
Public Works (General Fund)	Project Development	-	-	-	-	-	-
Total Transportation		250,000	250,000	250,000	250,000	250,000	1,250,000

Public Works Department							
Fleet and Equipment							
Public Works (General Fund)	Vehicles and Equipment	475,000	345,000	850,000	335,000	750,000	2,755,000
Total Fleet and Equipment		475,000	345,000	850,000	335,000	750,000	2,755,000

Total DPW		725,000	595,000	1,100,000	585,000	1,000,000	4,005,000
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Grand Total General Fund		2,611,865	1,210,000	2,800,000	1,185,000	2,475,000	10,281,865
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**TOWN OF TEWKSBURY
CAPITAL PLANNING PROGRAM
FISCAL YEARS 2024-2028**

PROJECTS FUNDED BY CHAPTER 90, OTHER MA HIGHWAY PROGRAMS AND VARIOUS STATE AND PRIVATE GRANTS

DEPARTMENT	PROJECT/PROGRAM	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Public Works Department							
Transportation							
Public Works (General Fund)	Pavement Management Preventative Maintenance	200,000	200,000	200,000	200,000	200,000	1,000,000
Public Works (General Fund)	Pavement Management Reconstruction/Resurfacing	445,000	445,000	445,000	445,000	445,000	2,225,000
Public Works (General Fund)	Sidewalks		-	-	400,000	-	400,000
Public Works (General Fund)	Improvement Projects	130,000	65,000	65,000	200,000	65,000	525,000
Public Works (General Fund)	Project Development	100,000	100,000	100,000	100,000	100,000	500,000
Total Transportation		875,000	810,000	810,000	1,345,000	810,000	4,650,000

**TOWN OF TEWKSBURY
CAPITAL PLANNING PROGRAM
FISCAL YEARS 2024-2028**

ENTERPRISE FUND PROJECTS THAT WILL BE FUNDED BY RAISE AND APPROPRIATE, RETAINED EARNINGS OR ENTERPRISE STABILIZATION FUND

DEPARTMENT	PROJECT/PROGRAM	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Public Works Department							
Sewer Enterprise Fund							
Public Works (Sewer)	Inflow and Infiltration I/I Control	50,000	350,000	350,000	350,000	350,000	1,450,000
Public Works (Sewer)	Sewer Pump Station Improvements	250,000	400,000	250,000	250,000	250,000	1,400,000
Public Works (Sewer)	Collections System Upgrades	-	-	-	-	-	-
Public Works (Sewer)	Fleet and Equipment Replacement Program	195,000	191,000	45,000	275,000	90,000	796,000
Total Sewer Enterprise Fund		495,000	941,000	645,000	875,000	690,000	3,646,000

Public Works Department							
Water Enterprise Fund							
Public Works (Water)	Hydrant Replacement Program	125,000	150,000	150,000	150,000	150,000	725,000
Public Works (Water)	Water Distribution System Improvements	-	-	-	-	-	-
Public Works (Water)	Water Treatment Plant and Tank Maint./Upgrades	2,100,000	400,000	400,000	-	-	2,900,000
Public Works (Water)	Fleet and Equipment Replacement Program	195,000	191,000	45,000	275,000	90,000	796,000
Total Water Enterprise Fund		2,420,000	741,000	595,000	425,000	240,000	4,421,000

Public Works Department							
Stormwater Enterprise Fund							
Public Works (Stormwater)	Drains	450,000	250,000	650,000	400,000	400,000	2,150,000
Public Works (Stormwater)	Stormwater Compliance	-	-	-	-	-	-
Public Works (Stormwater)	Project Development	55,000	195,000	55,000	55,000	55,000	415,000
Total Stormwater and Drainage		505,000	445,000	705,000	455,000	455,000	2,565,000

Telemedia Department							
Telemedia Enterprise Fund		-	-	-	-	-	
Telemedia Department	TMHS Studio Upgrade	200,000	-	-	-	-	200,000
Telemedia Department	MAM Ssystem	30,000	-	-	-	-	30,000
Total Telemedia Enterprise Fund		230,000	-	-	-	-	230,000

Grand Total Per Year		3,650,000	2,127,000	1,945,000	1,755,000	1,385,000	
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Grand Total All Projects All Years							10,862,000
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Water Enterprise Budget Projections FY2024-2028				FY2024	FY2025	FY2026	FY2027	FY2028	
P&I COMBINED ON WATER DEBT				Existing Debt P&I	2,136,275	1,926,025	1,694,630	1,612,730	1,141,731
PROPOSED DEBT	Projects	Projected Cost	Amount to be Borrowed	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	
Fiscal Year 2022									
Water Distribution Upgrades	Water Distribution System Improvements	1,500,000	1,500,000	187,500	217,500	210,000	202,500	195,000	
Fiscal Year 2023									
Water Tank Upgrades	Water Tanks Improvements	3,600,000	Auth 1.8M						
DPW/School Maintenance Facility	Water share of 26,500,000		26,500,000	-	146,877	146,877	146,877	146,877	
Fiscal Year 2024									
Water Distribution Upgrades	Water Distribution System Improvements	2,100,000	2,100,000	262,500	304,500	294,000	283,500	273,000	
Fiscal Year 2025									
Water Distribution Upgrades	Water Distribution System Improvements	5,400,000	5,400,000		675,000	783,000	756,000	729,000	
Fiscal Year 2026									
Water Distribution Upgrades	Water Distribution System Improvements	5,400,000	5,400,000			675,000	783,000	756,000	
Fiscal Year 2027									
Water Distribution Upgrades	Water Distribution System Improvements	5,400,000	5,400,000				675,000	783,000	
Fiscal Year 2028									
Water Distribution Upgrades	Water Distribution System Improvements	5,400,000	5,400,000					675,000	

**TOWN OF TEWKSBURY
CAPITAL PLANNING PROGRAM
FISCAL YEARS 2024-2028
SUMMARY**

Capital Plan Summary	FY2024	FY2025	FY2026	FY2027	FY2028	Total
General Fund	3,486,865	2,020,000	3,610,000	2,530,000	3,285,000	14,931,865
Sewer Enterprise Fund	495,000	941,000	645,000	875,000	690,000	3,646,000
Water Enterprise Fund	4,520,000	6,141,000	5,995,000	5,825,000	5,640,000	28,121,000
Stormwater Enterprise Fund	505,000	445,000	705,000	455,000	455,000	2,565,000
Telemedia Enterprise Fund	230,000	-	-	-	-	230,000
Total Capital Plan Funded	9,236,865	9,547,000	10,955,000	9,685,000	10,070,000	49,493,865
Annual Capital Improvement Plan Cost						
R&A or Transfer from Stabilization Fund or Free Cash	2,611,865	1,210,000	2,800,000	1,185,000	2,475,000	10,281,865
Chapter 90, Other MA Highway Programs and Grants	875,000	810,000	810,000	1,345,000	810,000	4,650,000
General Fund Debt Service	-	-	-	-	-	-
R&A or Transfer from Sewer Enterprise Fund	495,000	941,000	645,000	875,000	690,000	3,646,000
R&A or Transfer from Water Enterprise Fund	2,420,000	741,000	595,000	425,000	240,000	4,421,000
R&A or Transfer from Stormwater Enterprise Fund	505,000	445,000	705,000	455,000	455,000	2,565,000
R&A or Transfer from Telemedia Enterprise Fund	230,000	-	-	-	-	230,000
Water Enterprise Funds Debt Service	450,000	1,343,877	2,108,877	2,846,877	3,557,877	10,307,508
Sewer Enterprise Funds Debt Service (Share of DPW/School Facility)	-	146,877	146,877	146,877	146,877	587,508
Total Fiscal Year Cost	7,586,865	5,637,754	7,810,754	7,278,754	8,374,754	36,101,373

Capital Plan FY24: Proposed Expenditures

Projects and Equipment to be funded from the Stabilization Fund and CPA Funds

Stabilization Fund Balance	14,117,871	
DPW		
Rubber Wheeled Excavator w/ Brush Cutter	180,000	Split with Sewer and Water
Two Variable Message Board	22,000	Split with Sewer and Water
Asphalt Curb Machine	8,000	Split with Sewer and Water
Brush Bandit Chipper	100,000	
Replace Engineering Division Expedition	45,000	
Replace F-350 w/plow package	120,000	
Total DPW	475,000	
Fire		
New Ambulance and Equipment	375,000	
New Fire Engine and Equipment	897,000	
Total Fire	897,000	
Facilities and Grounds		
Police Department Upgrades	130,865	
Total Facilities and Grounds	130,865	
Total	1,502,865	
Balance Stabilization Fund After Transfer	12,615,006	
Community Preservation Funds Undesignated Fund	591,564	
Facilities and Grounds		
Field Lights Obden Field	455,000	
Football Field Bleachers Home Field Side	30,000	
Total Facilities and Grounds	485,000	
Balance CPA Undesignated Fund Fund After Transfer	106,564	

Capital Plan FY24: Proposed Expenditures

Projects and Equipment Enterprise Funds

Water Enterprise Fund

Water Retained Earning Balance **1,567,763**

Transfer Retained Earnings		
Rubber Wheeled Excavator w/ Brush Cutter	125,000	Split with Highway and Sewer
Two Variable Message Board	11,000	Split with Highway and Sewer
Asphalt Curb Machine	4,000	Split with Highway and Sewer
F-550 Flat Bed Patch Truck	55,000	Split 50% Sewer
Hydrant Replacement/Install	125,000	
Water Treatment Plant Upgrades: Repair Filter Beds #3 and #4	600,000	
Astle Street Tank Maintenance and Upgrades	625,000	
Total	<u>1,545,000</u>	

Balance Retained Earnings **22,763**

Sewer Enterprise Fund

Sewer Retained Earning Balance **6,164,106**

Transfer Sewer Retained Earnings		
Rubber Wheeled Excavator w/ Brush Cutter	125,000	Split with Highway and Water
Two Variable Message Board	11,000	Split with Highway and Water
Asphalt Curb Machine	4,000	Split with Highway and Water
F-550 Flat Bed Patch Truck	55,000	Split 50% Water
Inflow and Infiltration Control	50,000	
Pump Station Improvements	250,000	
Total	<u>495,000</u>	

Balance Retained Earnings 5,669,106

Stormwater Enterprise Budget Fee

Drains	450,000	
Project Development	55,000	
Total	<u>505,000</u>	

Cable TV Enterprise Fund

Cable TV Retained Earning Balance **2,425,977**

Telemedia Enterprise Budget Cable TV Retained Earnings		
MMHS Studio Upgrade	200,000	
Total	<u>200,000</u>	

Balance Retained Earnings **2,225,977**

Roadway Paving Projects

Roadway Projects Spring of 2023-Fall of 2023: Funding Chapter 90 and Town Budget Appropriation (The following road list is subject to change based on bid pricing)

RESURFACING				945,000	
<u>Name</u>	<u>From</u>	<u>To</u>	<u>Treatment</u>		
Bell Road	Entire	Road	RECLAIM AND 4" PAVE		
Cottage Street	Entire	Road	RECLAIM AND 4" PAVE		
Lumber lane	East Street	Cul-de-sac	RECLAIM AND 4" PAVE		
Pike Street	Dalores Drive	Rogers St	RECLAIM AND 4" PAVE		
Temple Street	Entire	Road	RECLAIM AND 4" PAVE		
Arnold Road	Warren Road	Town Line	2" MILL AND OVERLAY		
Astle Street	Kittridge Ave	Town Line	2" MILL AND OVERLAY		
Bay State Road	Water Street	Lake Street	2" MILL AND OVERLAY		
Bond Street	Entire	Road	2" MILL AND OVERLAY		
Bow Street	Entire	Road	2" MILL AND OVERLAY		
Crescent Street	Jay Street	Dead End	2" MILL AND OVERLAY		
Downing Road	Entire	Road	2" MILL AND OVERLAY		
Dudley Road	Warren Road	Dowing Road	2" MILL AND OVERLAY		
Green Street	Entire	Road	2" MILL AND OVERLAY		
Jay Street	Chandler Street	Dead End	2" MILL AND OVERLAY		
Lake Street	Bay State Road	Warren Road	2" MILL AND OVERLAY		
Lakeview Avenue	Entire	Road	2" MILL AND OVERLAY		
Laurence Street	Entire	Road	2" MILL AND OVERLAY		
Mystic Avenue	Entire	Road	2" MILL AND OVERLAY		
Parker Avenue	Entire	Road	2" MILL AND OVERLAY		
Saint Marys Road	Vernon Street	Green Street	2" MILL AND OVERLAY		
School Street	Entire	Road	2" MILL AND OVERLAY		
Vernon Street	Saint Mary's Road	Dead End	2" MILL AND OVERLAY		
Warren Road	Lake Street	Town Line	2" MILL AND OVERLAY		
Water Street	Entire	Road	2" MILL AND OVERLAY		
Wightman Road	Warren Road	Dowing Road	2" MILL AND OVERLAY		
Willow Street	Entire	Road	2" MILL AND OVERLAY		
		TOTAL	4.41		MILES
MICROSURFACING				150,000	
<u>Name</u>	<u>From</u>	<u>To</u>	<u>Treatment</u>		
Knollwood Road	Entire	Road	MICROSEALING		
South Oliver Street	Entire	Road	MICROSEALING		
Rhoda Street	Entire	Road	MICROSEALING		
Oliver Street	Entire	Road	MICROSEALING		
Amos Street	Entire	Road	MICROSEALING		
Ida Street	Entire	Road	MICROSEALING		
Herbert Street	Entire	Road	MICROSEALING		
Delehanty Drive	Entire	Road	MICROSEALING		
		TOTAL		1.3	MILES
CRACKSEALING				50,000	
<u>Name</u>	<u>From</u>	<u>To</u>	<u>Treatment</u>		
River Rd	Andover St	To Culvert Crossing	CRACKSEALING		
Trull	Andover St	495 Overpass	CRACKSEALING		
Foster Road	Entire	Street	CRACKSEALING		
Prospect Hill Drive	Entire	Street	CRACKSEALING		
Beech Street	Shawsheen St	#128 Beech St	CRACKSEALING		
Driftwood	Entire	Street	CRACKSEALING		
Sycamore Drive	Entire	Street	CRACKSEALING		
Easement Road	Entire	Street	CRACKSEALING		
Virginia Road	Entire	Street	CRACKSEALING		
Coburn Avenue	Entire	Street	CRACKSEALING		
Linwood Avenue	Entire	Street	CRACKSEALING		
Hazelwood Avenue	Entire	Street	CRACKSEALING		
Starrbird Avenue	Entire	Street	CRACKSEALING		
David Morris Road	Entire	Street	CRACKSEALING		
		TOTAL	4.67		MILES

Water Improvements Projects

Water System and Treatment Projects Spring of 2023-Spring of 2024

Project Type	Location	Description	Length (ft)	Budget	Notes
Water Main Replacement	Whipple Road	Completion of project started in FY23	16,260	5,245,809	Under Construction; Winter shut-down funded with ARPA Funds
Water Main Replacement	Cleghorn, Guile, Hood, Trull Brook Lane	Replace AC water main	6,300	2,100,000	Bid date 2/24/23 ARPA and Existing Funds
Water Main Replacement	Victor Drive	Replace CI water main	1,650	500,000	Construction Sumer 2023 funded by future borrowing of a previous authorization for \$1.5 Million
Filtration Upgrades	Water Treatment Plant	Rebuild Filter Beds 3 & 4	N/A	600,000	Project to start June funded by May STM Article Retained Earnings
Distribution Repair	Colonial Drive	Replace two Variable Frequency Drives	N/A	200,000	Project is ongoing using Existing Funds
Water Main Replacement	Beech Street neighborhood	Replace AC/CI water mains	5,050	1,550,000	Construction FY25 funded by future borrowing for \$2.1 Million
Water Main Replacement	South Tewksbury Phase III	Design of water main replacement	7,575	100,000	Construction in FY25 Funded by future borrowing of a previous authorization for \$2.1 Million
Filtration Upgrades	Water Treatment Plant	Residuals Handling Disposal System Upgrade	N/A	1,500,000	STM Request Fall 2023. Funding Either Borrowing, Retained Earnings or Water Stabilization Fund
Storage Tank Improvements	Astle Street Elevated Tank	Tank rehabilitation; painting and repairs	N/A	2,200,000	Existing Funding and Retained Earnings to be requested at STM in May

Sewer, Drainage, Transportation Improvements Projects

Drainage Projects Spring of 2023-Spring of 2024

Project Type	Location	Description	Budget
Culvert Replacement	Pringle Street Culvert	Culvert Replacement construction	250,000
Drainage System Improvement	Woburn Street and Felker Street neighborhood	Install stormwater collection system	250,000
Drainage System Improvement	Van Buren Road drainage system	Drainage System Design	55,000

Sewer Projects Spring of 2023-Fall of 2023

Project Type	Location	Description	Budget
Pipe Repair and Replace	Based on FY22-23 camera/investigation	Dig and replace/repair sewer pipes	
Manhole Repair/adjustment	Based on 2022 winter inventory	Repair/adjust sewer manholes	50,000
Design and Construction	Based on FY23 Facility Assessment	Implement improvements to Pump Stations	250,000

Sidewalk and Transportation Projects Spring of 2023-Spring of 2024

Project Type	Location	Description	Budget
Intersection Improvements	Whipple Road and Chandler Street Intersection	Roadway geometry modifications to improve safety	65,000
Signal Improvements	North Street at Andover Street Intersection	Upgrade traffic signal equipment, pavement striping, etc.	65,000
Sidewalk Construction	Fiske Street and Andover Street sidewalk	Complete Streets project	850,000
Sidewalk Design	Lower Chandler Street: Whipple Road to Indian Hill	Design of sidewalk in conjunction with Whipple/Chandler	100,000

Comments on Capital Plan

- DPW Equipment
- Pavement Management
- Stormwater Permit Compliance
- Sidewalks
- Town and School Facilities

Future needs to be addressed at October Special Town Meeting

Use of Free Cash and other available funds or new revenue

- Address FY24 Town and School operating budget needs/priorities that were not funded during the budget process or that may occur after May Town Meetings.
- Fund Capital Equipment and Improvements not addressed in Facilities and Grounds projects which include Sidewalks- \$250,000 and Water Treatment Plant Upgrades for Residuals Handling \$1,500,000. All will be addressed in the October.
- Set aside \$600,000 from Free Cash for possible FY24 snow ice deficit
- After Free Cash is certified July 1, the plan will be to use that Free Cash to replenish the Stabilization Fund with the \$1,502,865 used for Capital Items at May Annual Town Meeting and as always, the priority will be to transfer more than that amount.
- Use available funds to address Town and School Facilities, Equipment and Infrastructure needs that may occur or identified after May Town Meetings.