

# ***Public Services – Sewer Enterprise***

## Mission Statement

To provide increased regular maintenance on sewer and drain system thus reducing system failure.

## Significant Changes

We would like to be able to offer an upgrade opportunity for Head Water/Sewer Foreman. We would not backfill the working foreman position at that time. In light of the fiscal budget restraints and anticipated cuts, we would recommend the position of Cross Connect Inspector be eliminated and be contracted out for services. It is my understanding from discussing this with David Knowlton that the contracted services could be paid for from funds derived from Water & Sewer Enterprise Accounts. Also in the 10% plan, we have moved the budget for a working foreman within the Public Service Line where as the salary had been split 50/50 Water Sewer this past fiscal year. We would hope to maintain the level of services as provided at this time.

## Previous Fiscal Year Accomplishments

- Viewed 24 sewer lines with contracted video cameras
- Rebuilt 25 sewer manholes and catch basins
- Cleaned 3000'+ feet of sewer line
- Cleaned 500+ catch basins
- Web site used for up-to-date sewer related bulletins.
- Began sewer inspection records for reference
- Utilize GIS system in place
- Extended pipes at Deadhorse Beach for sufficient drainage.

## FY 2010 Goals & Objectives

- Maintain sewer system to help reduce sewer backups
- Routine cleaning of catch basins
- Clean 3000 feet of sewer line
- Continue to view thru video any troubled areas
- Reduce flooding of areas thru active c/b cleaning
- Utilization of reverse 911

- Leak detection efforts to continue to identify areas of weakness in the infrastructure and implement repairs and maintenance of, minimizing sewer and drain leaks and breaks.
- TV Camering with contractor
- Continue to investigate sewer separation in certain areas
- 10% plan- contract services for Back Flow and Cross Connection Inspections.

**PERFORMANCE INDICATORS**

**230-Public Services-Sewer Enterprise**

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Sewer Backups Reported -Residential & City Owned		10	41	12	
City Responsible		5	20	2	
Resident Responsible		5	21	10	

\*Note - FY 2009 Estimates are actual YTD as of 3/31/09

**CITY OF SALEM - FY 2010 OPERATING BUDGET**

			<b>Expenditures</b>	<b>Adopted Budget</b>	<b>Adjusted Budget</b>	<b>Y-T-D Expenses</b>	<b>Department</b>	<b>Mayor</b>	<b>Council</b>
			<b>FY 2008</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2010</b>	<b>FY 2010</b>
<b>Sewer-Pub Serv-Personnel</b>									
600031	5111	SALARIES-FULL TIME	217,553.89	244,727.00	243,327.00	244,990.63	254,553.00	228,959.00	228,959.00
600031	5131	OVERTIME (GENERAL)	16,965.51	20,000.00	21,400.00	21,372.23	15,000.00	15,000.00	15,000.00
600031	5150	FRINGE/STIPENDS	0.00	3,361.00	3,361.00	3,250.00	4,845.00	4,845.00	4,845.00
<b>Total Sewer-Pub Serv-Personnel</b>			<b>234,519.40</b>	<b>268,088.00</b>	<b>268,088.00</b>	<b>269,612.86</b>	<b>274,398.00</b>	<b>248,804.00</b>	<b>248,804.00</b>
<b>Sewer-Pub Serv-Expenses</b>									
600032	5211	ELECTRICITY	4,848.77	0.00	7,000.00	4,667.33	0.00	10,000.00	10,000.00
600032	5215	NATURAL GAS	0.00	0.00	3,000.00	3,000.00	0.00	9,000.00	9,000.00
600032	5251	UTILITY SERV REP & MAINT	10,000.00	10,000.00	10,000.00	9,979.57	10,000.00	10,000.00	10,000.00
600032	5301	POLICE DETAIL	12,840.00	5,000.00	8,000.00	8,000.00	5,000.00	5,000.00	5,000.00
600032	5317	EDUCATIONAL TRAINING	398.00	1,000.00	1,000.00	225.00	1,000.00	1,000.00	1,000.00
600032	5320	CONTRACTED SERVICES	10,000.00	10,000.00	17,750.00	17,679.48	3,690.00	3,690.00	3,690.00
600032	5421	OFFICE SUPPLIES (GEN	294.06	750.00	750.00	719.55	750.00	750.00	750.00
600032	5481	GASOLINE/DIESEL FUEL	204,999.95	125,000.00	107,250.00	96,196.98	125,000.00	105,000.00	105,000.00
600032	5483	VEHICLE PRTS & ACCES	59,921.15	30,000.00	38,000.00	29,983.98	30,000.00	25,000.00	25,000.00
600032	5485	STREET SWEEPER BROOM	0.00	10,000.00	10,000.00	7,382.02	10,000.00	10,000.00	10,000.00
600032	5710	IN STATE TRAVEL, MEE	48.15	250.00	250.00	0.00	250.00	250.00	250.00
600032	5839	INFRASTRUCTURE REPAI	25,000.00	25,000.00	25,000.00	24,997.52	25,000.00	25,000.00	25,000.00
600032	5860	EQUIPMENT	11,355.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Sewer-Pub Serv-Expenses</b>			<b>339,705.08</b>	<b>217,000.00</b>	<b>228,000.00</b>	<b>202,831.43</b>	<b>210,690.00</b>	<b>204,690.00</b>	<b>204,690.00</b>
<b>230</b>	<b>440</b>	<b>Department Total</b>	<b>574,224.48</b>	<b>485,088.00</b>	<b>496,088.00</b>	<b>472,444.29</b>	<b>485,088.00</b>	<b>453,494.00</b>	<b>453,494.00</b>

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
RENNARD	RICHARD	230 SEWER-PUBLIC SERVICES	600031-5111 PUBLIC SERVICES DIR	06031974	28,173.23		0.3	33%		1,635.51	1,635.51	28,173.23	28,173.23	1,668.22	28,736.70	28,736.70
								4.6		Total AFSCME 1818		226,379.77	176,795.80		200,222.22	200,222.22
					<b>28,173.23</b>		<b>4.9</b>	<b>Total Full Time - 5111</b>			<b>254,553.00</b>	<b>204,969.03</b>		<b>228,958.92</b>	<b>228,958.92</b>	
		230 SEWER-PUBLIC SERVICES	600031-5131 OVERTIME		20,000.00				0.0			15,000.00	15,000.00		15,000.00	15,000.00
		230 SEWER-PUBLIC SERVICES	600031-5150 AFSCME Stipend		3,361.00			4.6		650.00	950.00	4,845.00	4,845.00	950.00	4,845.00	4,845.00
					<b>28,173.23</b>		<b>4.9</b>	<b>Department Total</b>			<b>274,398.00</b>	<b>224,814.03</b>		<b>248,803.92</b>	<b>248,803.92</b>	

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	5.1	5.1	4.9	-0.2

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY	
									Date	Rate	# Wks							Old
BEAUREGARD RICHARD	230 SEWER - PUBLIC SERV	600031-5111	WORKING FOREMAN	12/18/2006	22,598.74	0.5	890.18	907.98				50%	23,698.37	23,698.37	23,698.37	23,698.37		
CLAY JOHN	230 SEWER - PUBLIC SERV	600031-5111	HME0	03/22/1999	19,756.09	0.5	756.94	772.08				50%	20,151.21	20,151.21	20,151.21	20,151.21		
CONDON DEREK	230 SEWER - PUBLIC SERV	600031-5111	HME0	9/8/2000	19,756.21	0.5	756.94	772.08				50%	20,151.34	20,151.34	20,151.34	20,151.34		
COVIELLO VALERIE	230 SEWER - PUBLIC SERV	600031-5111	PRINCIPAL ACCT CLERK	3/2/2000	13,597.00	0.3	781.44	797.07				33%	13,868.94	13,868.94	13,868.94	13,868.94		
LEVESQUE JAMES	230 SEWER - PUBLIC SERV	600031-5111	St/Sidewalk Foreman	06/21/1999	18,925.53	0.3	982.56	1,002.21				33%	17,264.05	17,264.05	17,264.05	17,264.05		
MARINO PAUL	230 SEWER - PUBLIC SERV	600031-5111	WORKING FOREMAN	07/23/1998	21,341.76	0.5	856.88	874.00	10/20/2009	907.98	16	36.2	50%	23,426.42	To General Fund	23,426.42	23,426.42	
MURRAY III JOHN	230 SEWER - PUBLIC SERV	600031-5111	WATER SYS MAIN CRAFT	05/22/1989	19,756.21	0.5	756.94	772.08				50%	20,151.34	20,151.34	20,151.34	20,151.34		
MURRAY III Shift Differential	230 SEWER - PUBLIC SERV	600031-5111	Base Rate X 8% (4 days 32 hrs at \$ 50)		1,580.50		60.56	61.77				50%	1,612.11	1,612.11	1,612.11	1,612.11		
OSGOOD STEPHEN	230 SEWER - PUBLIC SERV	600031-5111	HME0	1/27/2007	19,040.61	0.5	756.94	772.08				50%	20,151.26	20,151.26	20,151.26	20,151.26		
PERRY JOHN	230 SEWER - PUBLIC SERV	600031-5111	MEO III	8/6/07	17,909.47	0.5	688.93	702.71	8/6/2009	729.82	5.6	46.6	50%	18,972.39	18,972.39	18,972.39	18,972.39	
PERRY SCOTT	230 SEWER - PUBLIC SERV	600031-5111	HEO I/II	9/1/2007	17,896.68	0.5	728.76	743.34	9/1/2009	772.08	8.6	43.4	50%	20,024.81	20,024.81	20,024.81	20,024.81	
THIBODEAU BRIAN	230 SEWER - PUBLIC SERV	600031-5111	CROSS CONNECT INSP	7/1/2004	25,644.65	0.0	982.55	1,002.20				50%	26,157.55	Position Eliminated				
OUT OF GRADE					750.00								750.00	750.00	750.00	750.00		
					216,553.46	4.6							226,379.77	176,795.80	200,222.22	200,222.22		

FY 2010 DETAILED BUDGET REPORT  
EXPENSES

Public Services - Sewer Enterprise - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600032	5211	<b>ELECTRICITY</b>			
		Nat'l Grid electricity power to Public Works Garage 1015.00 X 12 = 12185.00			
			Split with DPW/Water/SEWER		10,000
		<b>TOTAL</b>	-	-	<b>10,000</b>
600032	5215	<b>NATURAL GAS</b>			
		Keyspan - avg. monthly \$533 x 12 = \$6396.			9,000
		Metromedia - avg. monthly \$942.33 x 12 = \$11308.00			
		f2292.orecasted cost increase for Fy 10'	Split with DPW/Water/SEWER		
		<b>TOTAL</b>			<b>-</b>
					<b>9,000</b>
600032	5251	<b>UTILITY SERVICE REPAIR &amp; MAINT</b>			
		E. J. Prescott - pvc pipe, valves, gate valves & misc. items \$5000. +/-	10,000	10,000	10,000
		<b>TOTAL</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
600032	5301	<b>POLICE DETAIL</b>			
		needed for road work during water sewer line repairs in roads	5,000	4,000	5,000
		<b>TOTAL</b>	<b>5,000</b>	<b>4,000</b>	<b>5,000</b>
600032	5317	<b>EDUCATIONAL TRAINING</b>			
		New England Water Works Assoc. for employee recertifications	500	500	500
		Misc. training courses as needed inservices	500	500	500
		<b>TOTAL</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
600032	5320	<b>CONTRACTED SERVICES</b>			
		Trauma Clean	3,690	3,690	3,690
		<b>TOTAL</b>	<b>3,690</b>	<b>3,690</b>	<b>3,690</b>
600032	5421	<b>OFFICE SUPPLIES (GENERAL)</b>			
		Copy paper and other misc. general office supplies purchased	750	750	750
		under State Bid, supplies for office machines: fax, printers, copiers, toner			
		<b>TOTAL</b>	<b>750</b>	<b>750</b>	<b>750</b>
600032	5481	<b>GASOLINE/DIESEL FUEL</b>			
		Fuel for Sewer/Water Vehicles	125,000	125,000	105,000
		<b>TOTAL</b>	<b>125,000</b>	<b>125,000</b>	<b>105,000</b>
600032	5483	<b>VEHICLE PARTS &amp; ACCESSORIES</b>			
		C & C Auto Parts - State Bid - \$20,000-\$25,000	30,000	25,000	25,000
		Tires & Tubes purchased under State Bid (Sullivan Tire & Goodyear Tire)			
		Large tires for backhoe and loader are special tires that need to be purchased separately.			
		<b>TOTAL</b>	<b>30,000</b>	<b>25,000</b>	<b>25,000</b>
600032	5485	<b>Sweeper</b>			
		associated costs for sweeper repairs	10,000	10,000	10,000
		<b>TOTAL</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
600032	5710	<b>IN STATE TRAVEL &amp; MEETINGS</b>			
		tolls, parking, seminars, etc.	250	250	250
		<b>TOTAL</b>	<b>250</b>	<b>250</b>	<b>250</b>

FY 2010 DETAILED BUDGET REPORT  
EXPENSES

Public Services - Sewer Enterprise - 230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600032	5839	INFRASTRUCTURE REPAIR Misc repairs to infrastructure	25,000	23,000	25,000
<b>TOTAL</b>			<b>25,000</b>	<b>23,000</b>	<b>25,000</b>
<b>TOTAL PROPOSED</b>			<b>210,690</b>	<b>202,690</b>	<b>204,690</b>

# Engineering – Sewer Enterprise

## Mission Statement

The Engineering Department provides technical expertise related to connections to, and extension of, the municipal wastewater collection system. All sewer infrastructure improvement projects are managed by the Engineering Department. The City Engineer is Salem's representative on the South Essex Sewerage District's (SESD) board of directors. The Engineering Department manages the contracted operations and maintenance effort, including utility and supply costs, for the City's 8 wastewater pumping stations and mechanical tide gates is the outlet of the Forest River to Salem Harbor.

Engineering is also responsible for the billing of all wastewater expenses, based on usage, to all institutional, commercial, and residential properties in the City that are connected to the municipal collection system, over 12,000 accounts. The water and sewer departments provide customer service in a timely and professional manner in response to billing inquiries, managing current accounts, establishing new accounts, scheduling appointments for meter readers, identifying accounts requiring service, selling meters and deduct meters and processing of water and sewer billings monthly.

Funding for the efforts described herein is derived from the Sewer Enterprise System.

## Significant Changes

There are no significant changes.

## Previous Fiscal Year Accomplishments

- Continued efforts to identify and remove illicit (direct sanitary) connections to the City's drainage systems. Efforts have focused on the South River, Derby Wharf and North River Outfall locations, in response to Notices of Non-Compliance issued to the City from DEP.
- Managed for the second year in a row (with MIS, Collections and Assessors) liens on overdue water, sewer and trash bills to 4<sup>th</sup> quarter real estate tax bills; resulting in major revenue influx, estimated at over \$150,000 (sewer only).
- Applied for and received for second year, a DEP grant to subsidize 50 rain barrels, hundreds of water conservation devices to be purchased by citizens of the City of Salem.
- Initiated CIP funded projects to address flooding issues and storm water collection system deficiencies city-wide, including the South River, Forrester Street, Station Road and Moffat Street, and Orleans Avenue drainage studies.
- Advanced a city-wide Infiltration / Inflow (I/I) Study which metered the entire city's wastewater collection system and identified areas cost effective for further study. This project was funded through SESD's capital improvements account.
- Procured and started a new contract operator for the City's wastewater pumping stations and created a CIP program to upgrade the pump stations and reduce future Operation and Maintenance costs.
- Continued efforts to streamline the water and sewer billing system and to expeditiously resolve any billing disputes in a customer friendly manner.

## FY 2010 Goals & Objectives

- Continue illicit connection detection and removal program.
- Continue resolving flooding and collection system deficiencies city-wide.
- Continue I/I study.
- Manage the new contractor operator of the City's wastewater pump stations.
- Evaluate the need for sewer extensions in areas currently unsewered.

PERFORMANCE INDICATORS

235-Engineering-Sewer Enterprise

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Number of new 5/8 inch meters installed	95	100	70	75	75
Number of over 5/8 inch meters installed	30	29	12	15	15
Number of on-site appointments	550	561	572	584	595

## CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
<b>Sewer-Engineer-Personnel</b>									
600131	5111	SALARIES-FULL TIME	151,636.37	148,888.00	148,888.00	146,580.05	161,375.00	162,915.00	162,915.00
600131	5131	OVERTIME (GENERAL)	5,031.93	5,700.00	5,700.00	5,245.55	5,790.00	5,790.00	5,790.00
600131	5150	FRINGE/STIPENDS	0.00	0.00	0.00	0.00	1,995.00	1,995.00	1,995.00
<b>Total Sewer-Engineer-Personnel</b>			<b>156,668.30</b>	<b>154,588.00</b>	<b>154,588.00</b>	<b>151,825.60</b>	<b>169,160.00</b>	<b>170,700.00</b>	<b>170,700.00</b>
<b>Sewer-Engineer-Expenses</b>									
600132	5211	ELECTRICITY-PUMP STATION	34,861.55	37,000.00	37,000.00	36,798.22	37,000.00	37,000.00	37,000.00
600132	5278	TELEPHONE EQUIP-PUMP STATION	1,180.95	1,500.00	1,500.00	1,279.45	1,500.00	1,200.00	1,200.00
600132	5283	SEWER LINE LEASE	551.25	700.00	700.00	700.00	700.00	700.00	700.00
600132	5305	ACCOUNTING AND AUDIT	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
600132	5317	EDUCATIONAL TRAINING	2,566.47	5,400.00	3,300.00	2,373.00	5,500.00	3,500.00	3,500.00
600132	5342	POSTAGE	6,042.50	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
600132	5375	PUMP STAT OP & MAINT	52,210.00	70,000.00	70,000.00	69,915.66	70,000.00	65,000.00	65,000.00
600132	5381	PRINTING AND BINDING	4,557.86	7,000.00	9,100.00	9,049.00	7,000.00	7,000.00	7,000.00
600132	5421	OFFICE SUPPLIES (GEN	1,545.51	2,000.00	1,800.00	1,718.63	2,000.00	2,000.00	2,000.00
600132	5445	PUMP STATION SUPPL	27,752.42	30,000.00	30,000.00	29,347.63	14,000.00	10,000.00	10,000.00
600132	5520	SOFTWARE SUPPORT/ENHANCEME]	1,485.00	2,200.00	2,200.00	500.00	2,200.00	2,200.00	2,200.00
600132	5710	IN STATE TRAVEL/MEETINGS	957.00	1,400.00	1,400.00	1,250.89	1,400.00	1,400.00	1,400.00
600132	5780	OTHER EXPENSES	1,268.00	4,000.00	4,000.00	3,949.27	4,000.00	4,000.00	4,000.00
600132	5837	SEWER SYS IMPROV PROG	300,000.00	30,000.00	80,200.00	30,132.49	30,000.00	20,000.00	20,000.00
600132	5869	COMPUTER EQUIP/TECH	2,641.27	3,000.00	3,000.00	1,963.07	3,000.00	3,000.00	3,000.00
<b>Total Sewer-Engineer-Expenses</b>			<b>440,119.78</b>	<b>203,700.00</b>	<b>253,700.00</b>	<b>198,477.31</b>	<b>187,800.00</b>	<b>166,500.00</b>	<b>166,500.00</b>
<b>235</b>	<b>441</b>	<b>Department Total</b>	<b>596,788.08</b>	<b>358,288.00</b>	<b>408,288.00</b>	<b>350,302.91</b>	<b>356,960.00</b>	<b>337,200.00</b>	<b>337,200.00</b>

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
CONNORS	BISA	235 SEWER-ENGINEERING	600131-5111 EXECUTIVE SECRETARY	10/11/2005	9,195.11			25%		704.61	-	RESIGNED	RESIGNED	-	RESIGNED	RESIGNED
CRIPPS	CHERYL	235 SEWER-ENGINEERING	600131-5111 SECRETARY				0.3	33%		675.00	675.00	11,627.55	11,627.55	688.50	11,860.10	11,860.10
DUBINSKY	ELLEN	235 SEWER-ENGINEERING	600131-5111 ADMIN ASSISTANT		-		0.1	10%		824.90	824.90	4,305.98	4,305.98	841.40	4,392.10	4,392.10
KNOWLTON	DAVID	235 SEWER-ENGINEERING	600131-5111 CITY ENGINEER	5/21/2007	28,086.30		0.3	33%		1,630.46	1,630.46	28,086.30	28,086.30	1,663.07	28,648.03	28,648.03
LEVINE	TRILLIUM	235 SEWER-ENGINEERING	600131-5111 GIS		10,501.10		0.2	20%		1,005.85	1,005.85	10,501.10	10,501.10	1,025.97	10,711.12	10,711.12
ROSE	JULIE	235 SEWER-ENGINEERING	600131-5111 BUSINESS MGR/WTR REG		22,496.36		0.4	40%		1,077.41	1,077.41	22,496.36	22,496.36	1,098.96	22,946.28	22,946.28
							2.5			Total AFSCME 1818		84,357.29	84,357.29		84,357.29	84,357.29
					70,278.86		3.9	Total Full Time - 5111				161,374.58	161,374.58		162,914.93	162,914.93
		235 SEWER-ENGINEERING	600131-5131 OVERTIME		5,031.00			0.0				5,790.00	5,790.00		5,790.00	5,790.00
		235 SEWER-ENGINEERING	600131-5150 AFSCME Stipend		-			2.5	650.00	950.00	2,375.00	2,375.00	950.00	2,375.00	2,375.00	2,375.00
					75,309.86		3.9	Department Total				169,539.58	169,539.58		171,079.93	171,079.93

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	2.8	2.8	3.9	1.1

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009	F T E	Rate FY 2009	Rate FY 2010	STEP INCREASES				Dept Level Funded FY 2010	Dept 10% Reduction FY 2010	Mayor FY 2010	Council FY 2010	LONGEVITY	
									Date	Rate	# Wks Old	New						
BRENNAN ARTHUR	235 SEWER - ENGINEERING	600131-5111	WATER METER READER	09141998	19,756.21	0.5	756.94	772.08					50%	20,151.34	20,151.34	20,151.34	20,151.34	
FIALHO MONIQUE	235 SEWER - ENGINEERING	600131-5111	SR CLERK STEP	5/29/2007	12,587.45	0.5	714.23	756.62					0%	-	-	-	-	To Clerks
GRIGGS DONNA	235 SEWER - ENGINEERING	600131-5111	PRINCIPAL CLERK	2/27/2006		0.5	761.44	797.07					50%	20,803.61	20,803.61	20,803.61	20,803.61	From Trash
MCCARTHY JR JOHN	235 SEWER - ENGINEERING	600131-5111	WATER METER READER	04301990	19,756.04	0.5	756.94	772.08					50%	20,151.16	20,151.16	20,151.16	20,151.16	
THIBODEAU DOROTHY	235 SEWER - ENGINEERING	600131-5111	ASST WATER REG	04151993	6,113.59	0.0	873.37	-					50%	-	-	-	-	RETIRED
WHITTEN CYNTHIA	235 SEWER - ENGINEERING	600131-5111	ASST WATER REG	7/1/2003	20,395.63	0.5	840.72	860.85	-				50%	23,251.19	23,251.19	23,251.19	23,251.19	
					<b>78,608.92</b>	<b>2.5</b>					<b>84,357.29</b>	<b>84,357.29</b>	<b>84,357.29</b>	<b>84,357.29</b>	<b>84,357.29</b>			

FY 2010 DETAILED BUDGET REPORT

EXPENSES

Engineering - Sewer Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600132	5211	<b>ELECTRICITY: Reduced each by 10%</b>			
		Almeda Street-\$100x12; 1200	1,080	1,080	1,080
		Ravenna Ave-\$400x12+\$4800	4,600	4,600	4,600
		Jefferson Ave Pump-600x12, \$7,200	6,480	6,480	6,480
		Home St - \$500 x 12 = \$6000	5,400	5,400	5,400
		March St - \$400 x 12 = \$4800	4,320	4,320	4,320
		Wilson St. Pump 500 X 12 = 6000	5,400	5,400	5,400
		Highland Ave Pump 500 X 12 =6000	5,400	5,400	5,400
		Swampscott - \$200x 12 = 2280	2,160	2,160	2,160
		Swampscott Rd. Pump 330 - 200 X 12 = 2400	2,160	2,160	2,160
	<b>TOTAL</b>		<b>37,000</b>	<b>37,000</b>	<b>37,000</b>
600132	5278	<b>TELEPHONE EQUIP LEASE</b>			
		Various phone lines, alarms and fax lines to support sewer pumping stations	1,500	1,200	1,200
		March St. 745-4278, Ravenna Ave. 741-1871, Swampscott Rd. 745-9615			
	<b>TOTAL</b>		<b>1,500</b>	<b>1,200</b>	<b>1,200</b>
600132	5283	<b>SEWER LINE LEASE</b>			
		Fees charge by MBTA for use of lines under commuter rail tracks	700	700	700
		Quarterly payments of 78.75 X 4= 315 and one annual payment of 315.00	700	700	700
	<b>TOTAL</b>		<b>700</b>	<b>700</b>	<b>700</b>
600132	5305	<b>ACCOUNTING AND AUDITING</b>			
		Annual service for audits, contracted through Finance Dept.	2,500	2,500	2,500
	<b>TOTAL</b>		<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
600132	5317	<b>EDUCATIONAL TRAINING</b>			
		Misc. training courses as needed	500	500	-
		Munis training and support: Crystal Program, Interface with billing, etc.	5,000	3,000	3,500
	<b>TOTAL</b>		<b>5,500</b>	<b>3,500</b>	<b>3,500</b>
600132	5342	<b>POSTAGE</b>			
		Total cost of postage for mailing w/s bills @ \$1,500/month @ 50%	7,000	7,000	7,000
		Water and Sewer department; updated by K&R on 2/09			
	<b>TOTAL</b>		<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
600132	5375	<b>PUMP STATION OPERATION &amp; MAINT</b>			
		FY08 costs expected to be \$175, 000; add 20% increase for new contract	70,000	60,000	65,000
		\$126,000.00			
		Water Department in FY 09 (60% sewer, 40% water)			
	<b>TOTAL</b>		<b>70,000</b>	<b>60,000</b>	<b>65,000</b>
600132	5381	<b>PRINTING AND BINDING</b>			
		Total cost of printing for mailing w/s bills @ 1,500/month @ 50%	6,000	6,000	6,000
		Inserts once a year	1,000	1,000	1,000
	<b>TOTAL</b>	<b>cost would almost triple if we go to montly billing</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
600132	5421	<b>OFFICE SUPPLIES (GENERAL)</b>			
		Printer paper - \$500 Printing - \$300 - Misc. general office supplies purchased	1,000	1,000	1,000
		under State Bid, supplies for office machines: fax, printers,toner			
		Supplies for colored printers	1,000	1,000	1,000
	<b>TOTAL</b>		<b>2,000</b>	<b>2,000</b>	<b>2,000</b>

**FY 2010 DETAILED BUDGET REPORT  
EXPENSES**

**Engineering - Sewer Enterprise - 235**

<b>ORG</b>	<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>Dept Request Level Funded</b>	<b>Dept Request 10% Cut</b>	<b>Approved by Mayor</b>
600132	5445	<b>PUMP STATION SUPPLIES</b> 50% of costs for pump station op and Maint. Will be shared with the Sewer Department in FY 09'	14,000	2,000	10,000
<b>TOTAL</b>			<b>14,000</b>	<b>2,000</b>	<b>10,000</b>
600132	5520	<b>COMPUTER SOFTWARE &amp; SUPPORT</b> Licensing for second computer(\$1,650); 1 day Itron support(\$2,800) at 50%	2,200	1,800	2,200
<b>TOTAL</b>			<b>2,200</b>	<b>1,800</b>	<b>2,200</b>
600132	5710	<b>IN STATE TRAVEL &amp; MEETINGS</b> tolls, parking, seminars, etc.	1,400	1,100	1,400
<b>TOTAL</b>			<b>1,400</b>	<b>1,100</b>	<b>1,400</b>
600132	5780	<b>OTHER EXPENSES</b> Reimbursement for maintenance of licenses for meter readers per AFSCME Copier at \$300/month; 6 months Newspaper ads	750 2,000 1,250 <b>4,000</b>	750 1,800 1,000 <b>3,550</b>	750 2,000 1,250 <b>4,000</b>
600132	5837	<b>Sewer System Improvement Program</b> Work contracted for improvements to system to various vendors	30,000	22,000	20,000
<b>TOTAL</b>			<b>30,000</b>	<b>22,000</b>	<b>20,000</b>
600132	5869	<b>COMPUTER EQUIPMENT/TECH</b> The server at \$4,300, \$491.00 for the Windows 2003 Server Standard Edition, \$1,000 for one day for Server Migration and \$166 for Veritas Backup Exec Remote Agent License	3,000	3,000	3,000
<b>TOTAL</b>			<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>TOTAL PROPOSED</b>			<b>187,800</b>	<b>154,350</b>	<b>166,500</b>

## ***Treasurer – Sewer Enterprise – SESD Assessment***

Pursuant to Chapter 339 of the Acts of 1925, the South Essex Sewerage Board determines the estimated cost of operations/maintenance and debt service for the Fiscal Year and apportions this amount to the cities, towns, county and Commonwealth served by the District.

## ***Treasurer–Sewer Enterprise–Short Term Debt***

On October 23, 2008 the City issued an \$8,300,000 BAN which combined existing BANS for Water, Sewer and School projects with new funding for Capital Improvement projects. The Sewer Enterprise Principal portion of this BAN is \$940,000.

## ***Treasurer – Sewer Enterprise – Insurance Deductible***

The City has taken an insurance policy to protect itself for City-at-fault sewerage back-ups into private structures. The City pays a deductible on each claim.

**CITY OF SALEM - FY 2010 OPERATING BUDGET**

			<b>Expenditures</b>	<b>Adopted Budget</b>	<b>Adjusted Budget</b>	<b>Y-T-D Expenses</b>	<b>Department</b>	<b>Mayor</b>	<b>Council</b>
			<b>FY 2008</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2010</b>	<b>FY 2010</b>
<b>Sewer-Sort Term Debt Int-Exp</b>									
600035	5925	INTEREST ON NOTES	0.00	0.00	0.00	0.00	0.00	33,840.00	33,840.00
	<b>Total</b>	<b>Sewer-Sort Term Debt Int-Exp</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33,840.00</b>	<b>33,840.00</b>
<b>270</b>	<b>752</b>	<b>Department Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33,840.00</b>	<b>33,840.00</b>

**CITY OF SALEM - FY 2010 OPERATING BUDGET**

			<b>Expenditures FY 2008</b>	<b>Adopted Budget FY 2009</b>	<b>Adjusted Budget FY 2009</b>	<b>Y-T-D Expenses FY 2009</b>	<b>Department FY 2010</b>	<b>Mayor FY 2010</b>	<b>Council FY 2010</b>
<b>Sewer Assessments</b>									
600033	5649	SESD ASSESSMENT	5,603,209.00	5,841,346.00	5,841,346.00	5,841,133.00	5,922,201.00	5,922,201.00	5,922,201.00
	<b>Total</b>	<b>Sewer Assessments</b>	<b>5,603,209.00</b>	<b>5,841,346.00</b>	<b>5,841,346.00</b>	<b>5,841,133.00</b>	<b>5,922,201.00</b>	<b>5,922,201.00</b>	<b>5,922,201.00</b>
<b>270</b>	<b>840</b>	<b>Department Total</b>	<b>5,603,209.00</b>	<b>5,841,346.00</b>	<b>5,841,346.00</b>	<b>5,841,133.00</b>	<b>5,922,201.00</b>	<b>5,922,201.00</b>	<b>5,922,201.00</b>

**CITY OF SALEM - FY 2010 OPERATING BUDGET**

			<b>Expenditures FY 2008</b>	<b>Adopted Budget FY 2009</b>	<b>Adjusted Budget FY 2009</b>	<b>Y-T-D Expenses FY 2009</b>	<b>Department FY 2010</b>	<b>Mayor FY 2010</b>	<b>Council FY 2010</b>
<b>Sewer Enterprise Fund-Ins Dedu</b>									
600037	5740A	Insurance Deductibles	8,656.00	10,000.00	10,000.00	167.00	10,000.00	10,000.00	10,000.00
	<b>Total</b>	<b>Sewer Enterprise Fund-Ins Dedu</b>	<b>8,656.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>167.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>
<b>270</b>	<b>945</b>	<b>Department Total</b>	<b>8,656.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>167.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>

FY 2010 DETAILED BUDGET REPORT  
EXPENSES

TREASURER - Sewer Assessments - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
600033	5649	SESD Assessment City's portion of South Essex Sewerage District operating budget FY10 Per SESD	5,922,201		5,922,201
TOTAL			5,922,201	-	5,922,201
<b>TOTAL PROPOSED</b>			<b>5,922,201</b>	<b>-</b>	<b>5,922,201</b>
600035	5925	Interest on Notes Interest Figures from Debt Schedule on provided by First Southwest for Series A GO BAN dtd 12/23/08 totalling \$33,840.00 for Sewer	-		33,840
TOTAL			-	-	33,840
<b>TOTAL PROPOSED</b>			<b>-</b>	<b>-</b>	<b>33,840</b>
TREASURER - Sewer Enterprise Fund Insurance Deductibles					
600037	5740A	Sewer Enterprise Fund - Ins Deduc Estimated amount for insurance deductibles related to Sewer claims	10,000		10,000
TOTAL			10,000	-	10,000
<b>TOTAL PROPOSED</b>			<b>10,000</b>	<b>-</b>	<b>10,000</b>

# ***Public Services – Water Enterprise***

## Mission Statement

Maintain safe and effective water distribution system.

## Significant Changes

We would like to offer an upgrade opportunity for Head Water/Sewer Foreman. We would not backfill the working foreman position at that time. 10% plan - In light of the fiscal budget restraints and anticipated cuts, we would recommend the position of Cross Connect Inspector be eliminated and be contracted out for services. It is my understanding from discussing this with David Knowlton that the contracted services could be paid for from funds derived from Water & Sewer Enterprise Accounts. Also in the 10% plan, we have moved the budget for a working foreman within the Public Service Line where as the salary had been split 50/50 Water Sewer this past fiscal year. We would hope to maintain the level of services as provided at this time.

## Previous Fiscal Year Accomplishments

- National Water Main Cleaning continued their cleaning of the catch basins
- Rebuilt catch basins
- Flushing Program
- Assisted with hydrant flow tests
- Web site used for up-to-date water emergency related bulletins.
- Liston Leak Detection services used resulting in our finding leaks and weaknesses in the system
- Repair, placing back in service 20” water main line Salem/Beverly Bridge – funds came from water enterprise fund

## FY 2010 Goals & Objectives

- Improve system flow, reduce leaks and ensure safe drinking water
- Continue flushing program
- Water Gate program – exercising valves
- Paint and Repair all hydrants
- Continue Leak detection – work with city engineer on system improvements

- Continue to identify areas of weakness in the infrastructure and implement repairs and maintenance of, minimizing water loss, leaks and breaks.
- Rebid catch basin cleaning
- 10% plan- contract services for Back Flow and Cross Connection Inspections.

**PERFORMANCE INDICATORS**

**230-Public Services-Water Enterprise**

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Water Main Breaks	5	23	8	11	
Service Breaks (Residential issues)				8	

**\*Note - FY 2009 Estimates are actual YTD as of 3/31/09**

## CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
<b>Water-Pub Serv-Personnel</b>									
610031	5111	SALARIES-FULL TIME	217,179.20	244,727.00	244,778.55	244,778.55	254,553.00	228,959.00	228,959.00
610031	5131	OVERTIME (GENERAL)	29,481.75	30,000.00	38,559.45	37,164.60	27,000.00	27,000.00	27,000.00
610031	5150	FRINGE/STIPENDS	3,428.79	3,361.00	3,250.00	3,250.00	4,845.00	4,845.00	4,845.00
<b>Total Water-Pub Serv-Personnel</b>			<b>250,089.74</b>	<b>278,088.00</b>	<b>286,588.00</b>	<b>285,193.15</b>	<b>286,398.00</b>	<b>260,804.00</b>	<b>260,804.00</b>
<b>Water-Pub Serv-Expenses</b>									
610032	5211	ELECTRICITY	0.00	0.00	7,000.00	1,974.04	0.00	10,000.00	10,000.00
610032	5215	NATURAL GAS	0.00	0.00	3,000.00	1,950.45	0.00	9,000.00	9,000.00
610032	5251	UTILITY SERV REP & MAINT	24,763.80	35,000.00	47,000.00	46,906.59	35,000.00	35,000.00	35,000.00
610032	5301	POLICE DETAIL	37,000.00	20,000.00	25,500.00	25,500.00	20,000.00	20,000.00	20,000.00
610032	5317	EDUCATIONAL TRAINING	960.00	1,500.00	1,500.00	888.00	1,500.00	1,500.00	1,500.00
610032	5320	CONTRACTED SERVICES	46,217.58	10,000.00	18,000.00	17,056.11	1,648.00	1,648.00	1,648.00
610032	5421	OFFICE SUPPLIES (GEN	1,600.00	1,600.00	1,600.00	1,593.52	1,600.00	1,600.00	1,600.00
610032	5481	GASOLINE/DIESEL FUEL	186,705.84	125,000.00	105,000.00	105,000.00	125,000.00	105,000.00	105,000.00
610032	5483	VEHICLE PRTS & ACCES	0.00	30,000.00	38,000.00	29,733.11	30,000.00	25,000.00	25,000.00
610032	5501	MED & SURGICAL SUPPL	100.00	100.00	100.00	100.00	100.00	100.00	100.00
610032	5710	IN STATE TRAVEL, MEE	0.00	300.00	300.00	0.00	300.00	300.00	300.00
610032	5780	OTHER EXPENSES	533.02	1,535.00	1,535.00	1,282.80	1,535.00	1,535.00	1,535.00
610032	5835	WATER SYS IMPR PROG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610032	5839	INFRASTRUCTURE REPAI	213,656.00	25,000.00	25,000.00	24,889.00	25,000.00	25,000.00	25,000.00
610032	5860	EQUIPMENT	11,355.00	0.00	5,000.00	5,000.00	0.00	0.00	0.00
<b>Total Water-Pub Serv-Expenses</b>			<b>522,891.24</b>	<b>250,035.00</b>	<b>278,535.00</b>	<b>261,873.62</b>	<b>241,683.00</b>	<b>235,683.00</b>	<b>235,683.00</b>
<b>230</b>	<b>450</b>	<b>Department Total</b>	<b>772,980.98</b>	<b>528,123.00</b>	<b>565,123.00</b>	<b>547,066.77</b>	<b>528,081.00</b>	<b>496,487.00</b>	<b>496,487.00</b>

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
RENNARD	RICHARD	230 WATER-PUBLIC SERVICES	610031-5111 PUBLIC SERVICES DIR	06031974	28,173.23		E	33%		1,635.51	1,635.51	28,173.23	28,173.23	1,668.22	28,736.70	28,736.70
								4.6								
										Total AFSCME 1818		226,379.77	176,795.80		200,222.22	200,222.22
					28,173.23			4.9	Total Full Time - 5111		254,553.00	204,969.03		228,958.92	228,958.92	
		230 WATER-PUBLIC SERVICES	610031-5131 OVERTIME		30,000.00				0.0			27,000.00	27,000.00		27,000.00	27,000.00
		230 WATER-PUBLIC SERVICES	610031-5150 AFSCME Stipend		3,361.00				4.6	650.00	950.00	4,845.00	4,845.00	950.00	4,845.00	4,845.00
					61,534.23			4.9	Department Total		286,398.00	236,814.03		260,803.92	260,803.92	

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	5.1	5.1	4.9	-0.2

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY	
									Date	Rate	# Wks							
											Old	Now						
BEAUREGARD RICHARD	230 WATER - PUBLIC SERV	610031-5111	WORKING FOREMAN	3/2/2001	22,598.74	0.5	890.18	907.98					50%	23,698.37	23,698.37	23,698.37	23,698.37	
CLAY JOHN	230 WATER - PUBLIC SERV	610031-5111	HME0	03221989	19,756.09	0.5	756.94	772.08					50%	20,151.21	20,151.21	20,151.21	20,151.21	
CONDON DEREK	230 WATER - PUBLIC SERV	610031-5111	HME0	9/8/2000	19,756.21	0.5	756.94	772.08					50%	20,151.34	20,151.34	20,151.34	20,151.34	
COVIELLO VALERIE	230 WATER - PUBLIC SERV	610031-5111	PRINCIPAL ACCT CLERK	3/2/2000	13,597.00	0.3	781.44	797.07					33%	13,868.94	13,868.94	13,868.94	13,868.94	
LEVESQUE JAMES	230 WATER - PUBLIC SERV	610031-5111	St/Sidewalk Foreman III	06211999	16,925.53	0.3	982.56	1,002.21					33%	17,264.05	17,264.05	17,264.05	17,264.05	
MARINO PAUL	230 WATER - PUBLIC SERV	610031-5111	WORKING FOREMAN	07231998	21,341.76	0.5	856.86	874.00	10/20/2009	907.98	16	36.2	50%	23,426.42	To General Fund	23,426.42	23,426.42	
MURRAY III JOHN	230 WATER - PUBLIC SERV	610031-5111	WATER SYS MAIN CRAFT	05221989	19,756.21	0.5	756.94	772.08					50%	20,151.34	20,151.34	20,151.34	20,151.34	
MURRAY III	Shift Differential	230 WATER - PUBLIC SERV	610031-5111	Base Rate X 8% (4 days 32 hrs at \$ .50)	1,580.50		60.56	61.77					50%	1,612.11	1,612.11	1,612.11	1,612.11	
OSGOOD STEPHEN	230 WATER - PUBLIC SERV	610031-5111	HME0 I/II	1/27/2007	19,040.61	0.5	756.94	772.08					50%	20,151.26	20,151.26	20,151.26	20,151.26	
PERRY JOHN	230 WATER - PUBLIC SERV	610031-5111	MEO I/II	8/6/07	17,909.47	0.5	688.93	702.71	8/6/2009	729.82	5.6	46.6	50%	18,972.39	18,972.39	18,972.39	18,972.39	
PERRY SCOTT	230 WATER - PUBLIC SERV	610031-5111	HEO I/II	9/1/2007	17,896.68	0.5	726.76	743.34	9/1/2009	772.08	8.8	43.4	50%	20,024.81	20,024.81	20,024.81	20,024.81	
THIBODEAU BRIAN	230 WATER - PUBLIC SERV	610031-5111	CROSS CONNECT INSP	7/1/2004	25,644.65	0.0	982.55	1,002.20					50%	28,157.55	Position Eliminated		-	
OUT OF GRADE					750.00									750.00	750.00	750.00	750.00	
					<b>216,553.46</b>	<b>4.6</b>								<b>226,379.77</b>	<b>176,795.80</b>	<b>200,222.22</b>	<b>200,222.22</b>	<b>-</b>

**FY 2010 DETAILED BUDGET REPORT  
EXPENSES**

**Public Services-Water Enterprise-230**

<b>ORG</b>	<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>Dept Request Level Funded</b>	<b>Dept Request 10% Cut</b>	<b>Approved by Mayor</b>
600032	5211	<b>ELECTRICITY</b>			
		Nat'l Grid electricity power to Public Works Garage 1015.00 X 12 = 12185.00	Split with DPW/Water/SEWER		10,000
<b>TOTAL</b>			<b>-</b>	<b>-</b>	<b>10,000</b>
600032	5215	<b>NATURAL GAS</b>			
		Keyspan - avg. monthly \$533 x 12 = \$6396.			9,000
		Metromedia - avg. monthly \$942.33 x 12 = \$11308.00	Split with DPW/Water/SEWER		
		f2292.orecasted cost increase for Fy 10'			-
<b>TOTAL</b>					<b>9,000</b>
610032	5251	<b>UTILITY SERVICE &amp; REPAIR</b>			
		Purchase of Hydrants and related parts - E. J. Prescott - \$15,000	35,000	35,000	35,000
		Other misc. vendors as needed.			
<b>TOTAL</b>			<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
610032	5301	<b>POLICE DETAIL</b>			
		Needed for road work repairs during water line repairs in roads	20,000	15,000	20,000
<b>TOTAL</b>			<b>20,000</b>	<b>15,000</b>	<b>20,000</b>
610032	5317	<b>EDUCATIONAL TRAINING</b>			
		New England Water Works - \$100 per course average x 10 = \$1,000	1,000	1,000	1,000
		Educational inservices	500	500	500
<b>TOTAL</b>			<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
610032	5320	<b>CONTRACTED SERVICES</b>			
		Liston Utilities	1,648	1,648	1,648
<b>TOTAL</b>			<b>1,648</b>	<b>1,648</b>	<b>1,648</b>
610032	5421	<b>OFFICE SUPPLIES (GENERAL)</b>			
		Copy paper & Toner - Misc. General office supplies purchased	1,000	1,000	1,000
		Cross Connect Billing Program \$600.00	600	600	600
<b>TOTAL</b>			<b>1,600</b>	<b>1,600</b>	<b>1,600</b>
610032	5481	<b>GASOLINE/DIESEL FUEL</b>			
		Est. fuel cost minus receivables \$195,000 div. By three departments	80,000	80,000	80,000
		Burke for unleaded gas and diesel	45,000	45,000	25,000
<b>TOTAL</b>			<b>125,000</b>	<b>125,000</b>	<b>105,000</b>
610032	5483	<b>VEHICLE PARTS</b>			
		vehicle parts	30,000	25,000	25,000
<b>TOTAL</b>			<b>30,000</b>	<b>25,000</b>	<b>25,000</b>
610032	5501	<b>MEDICAL &amp; SURGICAL SUPPLIES</b>			
		First Aid Kits, and misc. supplies	100	100	100
<b>TOTAL</b>			<b>100</b>	<b>100</b>	<b>100</b>
610032	5710	<b>IN STATE TRAVEL &amp; MEETINGS</b>			
		Tolls, parking, seminars, etc.	300	300	300
<b>TOTAL</b>			<b>300</b>	<b>300</b>	<b>300</b>

FY 2010 DETAILED BUDGET REPORT  
EXPENSES

Public Services-Water Enterprise-230

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
610032	5780	<b>OTHER EXPENSES</b>			
		CDL reimbursements	210	210	210
		Gage It services - certification of back flow inspection kits and any repairs	500	500	500
		Mass Water works membership dues	75	75	75
		Brian Thibodeau car allowance	750	750	750
		<b>TOTAL</b>	<b>1,535</b>	<b>1,535</b>	<b>1,535</b>
610032	5839	<b>INFRASTRUCTURE REPAIR</b>			
		Filling/covering of trenches-Aggregate-Lynpac, High yield concrete	25,000	25,000	25,000
		<b>TOTAL</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Total Proposed</b>			<b>241,683</b>	<b>231,683</b>	<b>235,683</b>

# ***Engineering –Water Enterprise***

## Mission Statement

The Engineering Department provides technical expertise related to connections to, and extension of, the municipal water distribution system. All water infrastructure improvement projects are managed by the Engineering Department. The City Engineer is Salem's representative on the Salem Beverly Water Supply Board (SBWSB). The Engineering Department manages the contracted operations and maintenance effort, including utility and supply costs, for the City's 2 water pumping stations and 2 covered storage reservoirs.

Engineering is responsible for the billing of all water expenses based on usage, to all institutional, commercial, and residential properties in the City that are connected to the municipal collection system, over 12,000 accounts. The water and sewer departments provide customer service in a timely and professional manner in response to billing inquiries, managing current accounts, establishing new accounts, scheduling appointments for meter readers, identifying accounts requiring service, selling meters and deduct meters and processing of water and sewer billings monthly.

Funding for the efforts described herein is derived from the Water Enterprise System.

## Significant Changes

The Engineering Department provides technical assistance to the Water Department of Public Services in response to the condition and location of the City's transmission mains outside of the City continues to be a high priority for the department.

## Previous Fiscal Year Accomplishments

- Managed for the second year in a row (with MIS, Collections and Assessors) liens on overdue water, sewer and trash bills to 4<sup>th</sup> quarter real estate tax bills; resulting in major revenue influx, estimated at over \$85,000 (water only).
- Applied for second year of a DEP grant to subsidize 50 rain to be purchased by citizens of the City of Salem.
- Continued providing effective billing and meter repair for water consumed with a minimum of billing issues.
- Ensured 95% of water meters are read at least annually.
- Initiated analysis of City wide water usage; and determined additional meter needs as well as more accurate water accounting. Selected a consultant and kicked off the City's water meter replacement program.
- Applied for and received a DEP grant to subsidize 125 water conservation devices, idle reduction kit, etc. valued at \$3,700.
- Completed efforts to identify unaccounted for water by evaluating the City's transmission mains located outside of the City.
- Assisted DPS with their leak detection efforts.

- Coordinated with the developers of the Wal-Mart and Campfire Girls property on Highland +Avenue to facilitate the relocation of the City's 1.0 MG elevated water storage tank to enable a new Lowes store and reconstructed Wal-Mart store. Currently working with the developers to agree on compensation to the City for the new tank and ensure engineering due diligence is completed for the proposed relocated tank site.
- Procured and started a new contract operator for the City's water pumping stations storage facilities and created a CIP program to upgrade the pump stations and reduce future Operation and Maintenance costs.
- Completed repair to long standing break in the City's 20-inch water main on the Salem-Beverly Bridge. The failed section of pipe was removed and a new section installed and the main has been operating as expected ever since.
- Developed water gate valve exercise program, to be implemented in FY 2009.
- Finalized design of a new transmission main on the Waters Street bridge with the Massachusetts Highway Department and the Town of Danvers
- Coordinated with Beverly for the replacement of the City's 20-inch main in Rantoul Street, Beverly. Beverly plans to reconstruct Rantoul Street and the City will take advantage of cost savings to replace and or rehabilitate our 100+ year old main prior to the reconstruction of the roadway.

## FY 2010 Goals & Objectives

- Continue to increase public awareness of water conservation through Earth Day, June Chamber event; and collaborating with other organizations.
- Improve unaccounted for water through improved reporting, new meter installation, and CIP project implementation.
- Move forward in implementation of new metering system.
- Continue to coordinate with developers of the Wal-Mart and Lowes property on Highland Avenue, with respect to relocating the City's elevated water storage tank. Calendar year 2009 is expected to be spent by the developers securing the appropriate permits for the project. 2010 will be used to start and complete the site work needed on the property, and 2011 should see the start of the tank construction.
- Complete the design and start construction of a new or rehabilitated section of 20-inch transmission on Rantoul Street in Beverly.
- Renew city-wide leak detection efforts to continue reducing the City's unaccounted for water.
- Manage the new contract operator of the City's water pump stations and storage facilities.

PERFORMANCE INDICATORS

235-Engineering-Water Enterprise

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Number of new 5/8 inch meters installed	95	100	70	75	75
Number of over 5/8 inch meters installed	30	29	12	15	15
Number of on-site appointments	550	561	572	584	595

## CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
<b>Water-Engineer-Personnel</b>									
610131	5111	SALARIES-FULL TIME	153,993.47	148,888.00	148,888.00	146,581.48	161,375.00	162,915.00	162,915.00
610131	5131	OVERTIME (GENERAL)	5,143.24	5,700.00	5,700.00	5,018.47	5,790.00	5,790.00	5,790.00
610131	5150	FRINGE/STIPENDS	400.00	2,600.00	2,600.00	2,287.50	1,995.00	1,995.00	1,995.00
<b>Total Water-Engineer-Personnel</b>			<b>159,536.71</b>	<b>157,188.00</b>	<b>157,188.00</b>	<b>153,887.45</b>	<b>169,160.00</b>	<b>170,700.00</b>	<b>170,700.00</b>
<b>Water-Engineer-Expenses</b>									
610132	5211	ELECTRICITY-PUMP STATION	180,412.65	200,000.00	244,198.06	244,198.06	200,000.00	250,000.00	250,000.00
610132	5233	COMPUTER MAINTENANCE	9,282.54	13,000.00	11,405.00	8,000.00	11,405.00	5,000.00	5,000.00
610132	5278	TELEPHONE EQUIP-PUMP STATION	3,351.52	5,000.00	5,000.00	4,182.10	5,000.00	5,000.00	5,000.00
610132	5305	ACCOUNTING AND AUDIT	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
610132	5317	EDUCATIONAL TRAINING	4,350.00	5,400.00	411.26	211.26	5,400.00	5,400.00	5,400.00
610132	5342	POSTAGE	6,327.78	7,000.00	7,130.00	6,964.66	7,000.00	7,000.00	7,000.00
610132	5375	PUMP STAT OP & MAINT	31,350.00	40,000.00	84,772.78	84,762.17	40,000.00	35,000.00	35,000.00
610132	5381	PRINTING AND BINDING	4,614.92	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
610132	5421	OFFICE SUPPLIES (GEN	2,085.38	2,000.00	2,000.00	1,226.00	2,000.00	2,000.00	2,000.00
610132	5445	PUMP STATION SUPPL	20,678.00	30,000.00	15,887.90	15,887.90	28,000.00	20,000.00	20,000.00
610132	5519	COMPUTER SOFTWARE	0.00	2,200.00	1,700.00	800.00	2,200.00	2,200.00	2,200.00
610132	5538	WATER METERS (REV)	13,852.68	20,000.00	20,000.00	18,710.30	20,000.00	20,000.00	20,000.00
610132	5692	STATE TAXES	18,424.96	20,000.00	20,000.00	18,419.42	20,000.00	20,000.00	20,000.00
610132	5710	IN STATE TRAVEL/MEETINGS	363.58	500.00	500.00	310.00	500.00	500.00	500.00
610132	5780	OTHER EXPENSES	12,060.21	5,000.00	5,500.00	5,489.27	5,000.00	3,500.00	3,500.00
610132	5835	WATER SYS IMPR PROG	16,315.74	25,000.00	480,000.00	63,457.10	10,000.00	10,000.00	10,000.00
610132	5869	COMPUTER EQUIP/TECH	370.34	3,000.00	4,595.00	3,432.31	4,595.00	4,595.00	4,595.00
<b>Total Water-Engineer-Expenses</b>			<b>326,340.30</b>	<b>387,600.00</b>	<b>912,600.00</b>	<b>485,550.55</b>	<b>370,600.00</b>	<b>399,695.00</b>	<b>399,695.00</b>
<b>235</b>	<b>451</b>	<b>Department Total</b>	<b>485,877.01</b>	<b>544,788.00</b>	<b>1,069,788.00</b>	<b>639,438.00</b>	<b>539,760.00</b>	<b>570,395.00</b>	<b>570,395.00</b>



FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dept 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY	
									Date	Rate	# Wks	Old						Now
BRENNAN ARTHUR	235 WATER - ENGINEERING	610131-5111	WATER METER READER	09141998	19,756.21	0.5	756.94	772.08				50%	20,151.34	20,151.34	20,151.34	20,151.34		
FIALHO MONIQUE	235 WATER - ENGINEERING	600131-5111	SR CLERK STEP	5/29/2007	12,587.45	0.5	714.23	756.62				0%	-	-	-	-	To Clerks	
GRIGGS DONNA	235 WATER - ENGINEERING	600131-5111	PRINCIPAL CLERK	2/27/2006		0.5	781.44	797.07				50%	20,803.61	20,803.61	20,803.61	20,803.61	From Trash	
MCCARTHY JR JOHN	235 WATER - ENGINEERING	610131-5111	WATER METER READER	04301990	19,756.04	0.5	756.94	772.08				50%	20,151.16	20,151.16	20,151.16	20,151.16		
THIBODEAU DOROTHY	235 WATER - ENGINEERING	610131-5111	ASST WATER REG	04151993	6,113.59	0.0	873.37	-				50%	-	-	-	-	RETIRED	
WHITTEN CYNTHIA	235 WATER - ENGINEERING	610131-5111	ASST WATER REG	7/1/2003	20,395.63	0.5	840.72	890.85				50%	23,251.19	23,251.19	23,251.19	23,251.19		
					<b>78,608.92</b>	<b>2.5</b>							<b>84,357.29</b>	<b>84,357.29</b>	<b>84,357.29</b>	<b>84,357.29</b>	<b>84,357.29</b>	-

**FY 2010 DETAILED BUDGET REPORT  
EXPENSES**

**Engineering - Water Enterprise - 235**

<b>ORG</b>	<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>Dept Request Level Funded</b>	<b>Dept Request 10% Cut</b>	<b>Approved by Mayor</b>
<b>610132</b>	<b>5211</b>	<b>ELECTRICITY</b>			
		Salem's share of electricity for Salem/Beverly Water Board - \$19000 x 12 = based on water usage; also based on generation charges which fluctuate with fuel costs	175,000	175,000	225,000
		Town of Danvers, Folly Hill and Gallows Hill are two storage water tank Electric est. 600 X 12 (if lake full not taking from Essex River, Putnamville is reservoir in Danvers; Longham (gravity) Reservoir in Wenham)	7,200	7,200	7,200
		Colby St - \$100 x 12 = \$1200; accounts	1,200	1,200	1,200
		Highland Ave P. 2000 X12	16,600	16,600	16,600
<b>TOTAL</b>			<b>200,000</b>	<b>200,000</b>	<b>250,000</b>
<b>610132</b>	<b>5233</b>	<b>COMPUTER MAINTENANCE</b>			
		Water Meter Itron annual support agreement	1,200	1,200	-
		Itron, MVRS, RAMAR, ConFigIT			
		Maintenance for Metron Meters, new reading system, new batteries	7,705	2,000	5,000
		Support from Itron on billing system	2,500	1,000	-
<b>TOTAL</b>			<b>11,405</b>	<b>4,200</b>	<b>5,000</b>
<b>610132</b>	<b>5278</b>	<b>TELEPHONE EQUIP LEASE</b>			
		Various phone lines, alarms and fax lines to support water pumping stations and reservoirs SBPS, 922-2595; 232-6503; trunk line	5,000	4,000	5,000
		Highland Avenue; 744-1684, Gallows Hill, 740-2735., Folly Hill; 777-6824			
<b>TOTAL</b>			<b>5,000</b>	<b>4,000</b>	<b>5,000</b>
<b>610132</b>	<b>5305</b>	<b>ACCOUNTING AND AUDITING</b>			
		Annual service for audits, contracted through Finance Dept.	2,500	2,500	2,500
<b>TOTAL</b>			<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
<b>610132</b>	<b>5317</b>	<b>EDUCATIONAL TRAINING</b>			
		One day seminars and training sessions	1,000	500	1,000
		Munis training: Crystal Program, Interface with billing, etc.	4,400	2,000	4,400
<b>TOTAL</b>			<b>5,400</b>	<b>2,500</b>	<b>5,400</b>
<b>610132</b>	<b>5342</b>	<b>POSTAGE</b>			
		Total cost of postage for mailing w/s bills @ \$1,500/month @ 50% W&S Depts	7,000	7,000	7,000
<b>TOTAL</b>		Water and Sewer department; updated by K&R on 2/09	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
<b>610132</b>	<b>5375</b>	<b>Pump Station OP &amp; Maintenance</b>			
		FY08 costs expected to be \$175, 000; add 20% increase for new contract \$84,000.00	40,000	29,000	35,000
		Water Department in FY 09 (60% sewer, 40% water)			
		Annual Cost for Grade 3 or 4 contracted water license employee	-	-	-
<b>TOTAL</b>			<b>40,000</b>	<b>29,000</b>	<b>35,000</b>
<b>610132</b>	<b>5381</b>	<b>PRINTING AND BINDING</b>			
		Total cost of printing for mailing w/s bills @ 1,500/month @ 50%	6,000	6,000	6,000
		Inserts once a year	1,000	1,000	1,000
<b>TOTAL</b>		Water and Sewer department; updated by K&R on 2/09	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>

FY 2010 DETAILED BUDGET REPORT  
EXPENSES

Engineering - Water Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
610132	5421	<b>OFFICE SUPPLIES (GENERAL)</b>			
		Printer paper - \$500 Printing - \$300 - Misc. general office supplies purchased under State Bid, supplies for office machines: fax, printers, toner Supplies for colored printers	1,000	1,000	1,000
	<b>TOTAL</b>		<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
610132	5445	<b>Pump Station Supplies</b>			
		50% of costs for pump station op and Maint. Will be shared with Sewer in FY09	28,000	11,000	20,000
	<b>TOTAL</b>		<b>28,000</b>	<b>11,000</b>	<b>20,000</b>
610132	5520	<b>COMPUTER SOFTWARE &amp; SUPPORT</b>			
		Licensing for second computer(\$1,650); 1 day Itron support(\$2,800) at 50%	2,200	2,225	2,200
	<b>TOTAL</b>		<b>2,200</b>	<b>2,225</b>	<b>2,200</b>
610132	5538	<b>WATER METERS</b>			
		Misc. water meters for replacements (Neptune and Metron), meter supplies: MIU's, TranspondITs, meter heads, freeze plates, flanges, seals Approximate of average spending for prior 3 years	10,000	7,500	10,000
	<b>TOTAL</b>		<b>10,000</b>	<b>7,500</b>	<b>10,000</b>
610132	5692	<b>STATE TAXES</b>			
		State fee charged per capita annually for water usage & taxes for Danvers Folly Hill	20,000	20,000	20,000
	<b>TOTAL</b>		<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
610132	5710	<b>IN STATE TRAVEL &amp; MEETINGS</b>			
		Tolls, parking, seminars, etc.	500	500	500
	<b>TOTAL</b>		<b>500</b>	<b>500</b>	<b>500</b>
610132	5780	<b>OTHER EXPENSES (meter readers, \$750 per person)</b>			
		Reimbursement for maintenance of licenses for meter readers per AFSCME	750	750	500
		Copier at \$300/month; 6 months	3,000	1,800	3,000
		Newspaper ads	1,250	1,000	-
			<b>5,000</b>	<b>3,550</b>	<b>3,500</b>
610132	5835	<b>WATER SYSTEM IMPROVEMENT PROGRAM</b>			
		Work contracted for improvements to system to various vendors	10,000	7,000	10,000
	<b>TOTAL</b>		<b>10,000</b>	<b>7,000</b>	<b>10,000</b>
610132	5869	<b>COMPUTER EQUIPMENT/TECH</b>			
		The server at \$4,300, \$491.00 for the Windows 2003 Server Standard Edition, \$1,000 for one day for Server Migration and \$166 for Veritas Backup Exec Remote Agent License	4,595	2,980	4,595
	<b>TOTAL</b>		<b>4,595</b>	<b>2,980</b>	<b>4,595</b>
<b>TOTOAL PROPOSED</b>			<b>370,600</b>	<b>320,455</b>	<b>399,695</b>

## ***Treasurer–Water Enterprise–Long Term Debt***

The Massachusetts Water Pollution Abatement Trust (MWPAT) was established in 1989 pursuant to Title VI of the Federal Clean Water Act. It was later amended in 1998 to encompass the provisions of Title XIV of the Federal Safe Drinking Water Act. The Trust's mission is to fund the implementation of water pollution control and drinking water projects in the Commonwealth through a revolving fund loan program. In March 2006, MWPAT approved a loan commitment to the City of Salem in the amount of \$7,640,000. The Loan Interest Rate is 2%. On March 13, 2003, the Salem City Council approved the authorization of \$12,000,000 in principal amount to be borrowed to finance anticipated water projects. Of this amount, \$7,640,000 would be funded through the MWPAT Loan Commitment and \$4,360,000 would be raised through future bond issues. In December 2006, the City raised funding through an MWPAT 2% Loan in the amount of \$2,330,656 to finance Contract No. 1, the Loring Avenue Water Main Improvements. This project is expected to be completed in the spring of 2007. Contract No. 2, the Water Storage Tank Installation on Highland Avenue, is expected to be completed in January 2008 at an estimated Cost of \$4,476,019. Upon completion of Contract No. 2, the City will fund through an additional MWPAT 2% Loan for the actual Contract No. 2 cost. It is estimated that interest on draw-downs on Contract No. 2 will accrue at 1.76% in the total amount of \$50,000 between the present time and the completion of the project. Debt Service on the final 2% Loan for Contract No. 2 will begin in FY09. The \$2,330,656 MWPAT 2% Loan will be paid off in semi-annual principal payments through July 2026. For FY08 there is a principal and interest payment of \$119,238.47 due in July, and an interest-only payment of \$2,837.38 due in January.

## ***Treasurer–Water Enterprise–Short Term Debt***

On October 23, 2008 the City issued an \$8,300,000 BAN which combined existing BANS for Water and School projects with new funding for Capital Improvement projects. The Water Enterprise Principal portion of this BAN is \$2,825,000.

## ***Treasurer-Water Enterprise-SBWSB***

Chapter 700 of the Acts of 1913 requires the Salem/Beverly Water Supply Board to annually determine the volume of water supplied to the cities of Salem and Beverly during the three years prior to September 30. This data establishes the proportions on which the cities pay their expenses for the operation of the Water Board.

## ***Treasurer-Water Enterprise-Insurance Deductible***

The City has taken an insurance policy to protect itself for City-at-fault water back-ups into private structures. The City pays a deductible on each claim.

**CITY OF SALEM - FY 2010 OPERATING BUDGET**

			<b>Expenditures</b>	<b>Adopted Budget</b>	<b>Adjusted Budget</b>	<b>Y-T-D Expenses</b>	<b>Department</b>	<b>Mayor</b>	<b>Council</b>
			<b>FY 2008</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2010</b>	<b>FY 2010</b>
<b>Water Debt Service</b>									
610034	5916	WATER BOND 1 - PRIN-MWPAT	91,918.00	97,830.00	97,830.00	97,830.00	99,806.00	99,806.00	99,806.00
610034	5920	WATER BOND 2 - PRIN	0.00	170,503.00	170,503.00	170,503.00	165,000.00	165,000.00	165,000.00
610034	5936	WATER BOND 1 - INT-MWPAT	49,707.85	43,797.00	43,797.00	43,796.46	41,821.00	41,821.00	41,821.00
610034	5939	WATER BOND 2 - INT	0.00	203,807.00	203,807.00	203,806.40	126,063.00	126,063.00	126,063.00
<b>Total Water Debt Service</b>			<b>141,625.85</b>	<b>515,937.00</b>	<b>515,937.00</b>	<b>515,935.86</b>	<b>432,690.00</b>	<b>432,690.00</b>	<b>432,690.00</b>
<b>270</b>	<b>710</b>	<b>Department Total</b>	<b>141,625.85</b>	<b>515,937.00</b>	<b>515,937.00</b>	<b>515,935.86</b>	<b>432,690.00</b>	<b>432,690.00</b>	<b>432,690.00</b>

**CITY OF SALEM - FY 2010 OPERATING BUDGET**

			<b>Expenditures</b>	<b>Adopted Budget</b>	<b>Adjusted Budget</b>	<b>Y-T-D Expenses</b>	<b>Department</b>	<b>Mayor</b>	<b>Council</b>
			<b>FY 2008</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2010</b>	<b>FY 2010</b>
<b>Water-Short Term Debt Int-Exp</b>									
610035	5304	PROFESSIONAL SERV/FEES	28,948.04	10,000.00	10,000.00	9,391.31	10,000.00	10,000.00	10,000.00
610035	5925	INTEREST ON NOTES	103,654.93	90,000.00	90,000.00	40,000.00	135,540.00	101,700.00	101,700.00
	<b>Total</b>	<b>Water-Short Term Debt Int-Exp</b>	<b>132,602.97</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>49,391.31</b>	<b>145,540.00</b>	<b>111,700.00</b>	<b>111,700.00</b>
<b>270</b>	<b>752</b>	<b>Department Total</b>	<b>132,602.97</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>49,391.31</b>	<b>145,540.00</b>	<b>111,700.00</b>	<b>111,700.00</b>

**CITY OF SALEM - FY 2010 OPERATING BUDGET**

			<b>Expenditures FY 2008</b>	<b>Adopted Budget FY 2009</b>	<b>Adjusted Budget FY 2009</b>	<b>Y-T-D Expenses FY 2009</b>	<b>Department FY 2010</b>	<b>Mayor FY 2010</b>	<b>Council FY 2010</b>
<b>Water Assessments</b>									
610033	5650	SBWSB ASSESSMENT	2,140,679.00	2,168,075.00	2,168,075.00	2,168,075.00	2,241,401.00	2,241,401.00	2,241,401.00
	<b>Total</b>	<b>Water Assessments</b>	<b>2,140,679.00</b>	<b>2,168,075.00</b>	<b>2,168,075.00</b>	<b>2,168,075.00</b>	<b>2,241,401.00</b>	<b>2,241,401.00</b>	<b>2,241,401.00</b>
<b>270</b>	<b>840</b>	<b>Department Total</b>	<b>2,140,679.00</b>	<b>2,168,075.00</b>	<b>2,168,075.00</b>	<b>2,168,075.00</b>	<b>2,241,401.00</b>	<b>2,241,401.00</b>	<b>2,241,401.00</b>

**CITY OF SALEM - FY 2010 OPERATING BUDGET**

			<b>Expenditures FY 2008</b>	<b>Adopted Budget FY 2009</b>	<b>Adjusted Budget FY 2009</b>	<b>Y-T-D Expenses FY 2009</b>	<b>Department FY 2010</b>	<b>Mayor FY 2010</b>	<b>Council FY 2010</b>
<b>Water Enterprise Fund-Ins Dedu</b>									
610037	5740A	Insurance Deductibles	0.00	10,000.00	10,000.00	0.00	10,000.00	10,000.00	10,000.00
	<b>Total</b>	<b>Water Enterprise Fund-Ins Dedu</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>
<b>270</b>	<b>945</b>	<b>Department Total</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>

FY 2010 DETAILED BUDGET REPORT  
EXPENSES

**TREASURER - Water Long Term Debt Service - 270**

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
610034	5916	Water Bond 1-Prin-MWPAT	99,806		99,806
<b>TOTAL</b>			<b>99,806</b>	<b>-</b>	<b>99,806</b>
610034	5920	Water Bond 2 - Prin	165,000		165,000
<b>TOTAL</b>			<b>165,000</b>	<b>-</b>	<b>165,000</b>
610034	5936	Water Bond 1-Int-MWPAT	41,821		41,821
<b>TOTAL</b>			<b>41,821</b>	<b>-</b>	<b>41,821</b>
610034	5939	Water Bond 2 - Int	126,063		126,063
<b>TOTAL</b>			<b>126,063</b>	<b>-</b>	<b>126,063</b>
<b>TOTAL PROPOSED</b>			<b>432,690</b>	<b>-</b>	<b>432,690</b>

**TREASURER - Water Short Term Debt - 270**

610035	5304	Professional Services/Fees Fees for First Southwest and Ropes & Grey - for BAN/BOND processing	10,000		10,000
<b>TOTAL</b>			<b>10,000</b>	<b>-</b>	<b>10,000</b>
610035	5925	Interest on Notes Interest Figures from Debt Schedule on provided by First Southwest for Series A GO BAN dtd 12/23/08 totalling \$101,700 for Sewer	135,540		101,700
<b>TOTAL</b>			<b>135,540</b>	<b>-</b>	<b>101,700</b>
<b>TOTAL PROPOSED</b>			<b>145,540</b>	<b>-</b>	<b>111,700</b>

**TREASURER - Water Assessments - 270**

610033	5650	SBWSB Salem Beverly Water Supply Board Annual Operating Assessment	2,241,401		2,241,401
<b>TOTAL</b>			<b>2,241,401</b>	<b>-</b>	<b>2,241,401</b>
<b>TOTAL PROPOSED</b>			<b>2,241,401</b>	<b>-</b>	<b>2,241,401</b>

FY 2010 DETAILED BUDGET REPORT  
EXPENSES

TREASURER - Water Long Term Debt Service - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
<b>TREASURER - Water Enterprise Funf - Ins Deductibles</b>					
610037	5704A	Water Enterprise Fund Insurance Deductibles Estimated amount for insurance deductibles related to water claims	10,000		10,000
<b>TOTAL</b>			<b>10,000</b>	-	<b>10,000</b>
<b>TOTAL PROPOSED</b>			<b>10,000</b>	-	<b>10,000</b>

# Engineering – Trash Enterprise

## Mission Statement

The Engineering Department provides management oversight of the City's curb-side, weekly, solid waste and recycling collection program and is responsible for developing and managing the trash fee collection program, implementing new policies and procedures as they arise, and resolving any problems with the program. Any trash related complaint calls received are also resolved. The Business manager also coordinates and staffs the City's volunteer recycling committee and assists with their events to promote recycling throughout the year.

Funding for the efforts described herein is derived from the Trash Enterprise System.

## Significant Changes

A new collection contract was procured and initiated on July 1, 2008. For the next 6 months, the Engineering Department and Recycling Committee spearheaded a city-wide public education and outreach program for residents, designed to introduce the new collection program. The new contract should save the city close to \$700,000 annually, as well as generate over \$100,000 in revenue from the recycling of paper and cardboard.

The Department continues to process billing to over 1,300 accounts monthly; generating over \$650,000 in income annually including the liens process during the third property tax billing period.

## Previous Fiscal Year Accomplishments

- Achieved great success in increasing public awareness of solid waste recycling and new trash regulations through a series of initiatives, including printed material, SATV shows, newspaper articles, mailings and flyers distribution, participation in many events such as Earth Days, Green Day, Neighborhood Association meetings, etc.
- Successfully implemented the new solid waste collection contract including waste limitations, cardboard ban, and weekly recycling.
- Processed trash fee liens letters and processed final liens resulting in collection of over \$40,000.
- Continued to process letters for new owners of residential properties; which has resulted in several dozen new trash accounts each year; currently billing over 1,300 accounts at \$650,000 annualized rate.
- Worked with Mayor's office to create new Recycling Committee which was instrumental in developing and implementing educational program for new trash contract including: two SATV programs, production of various flyers, postcards sent to residents, community outreach, continual website updates and Salem Gazette news articles.

- Recycling Committee also participated in Green Fair, various Earth Day events, hosted a Shredding and Book Swap days. They have also begun work on a Green Website for the City.
- Worked with Salem Sound Coast watch to fund and promote annual program
- Worked with interested parties including Mayor's office, collection contractor and Board of Health to determine warning and rejection sticker process; along with enforcement procedure.
- Applied for and received a DEP technical assistance grant, valued at over \$3,000; allowing for DEP expertise in developing RFP for new solid waste collections contract
- Applied for and received DEP grant for 2 dozen canabales to enable public re-cycling throughout the City.
- Worked with Mayor's office to purchase Madvac and multiple Big Belly recycling kiosks for additional public recycling.
- Applied for and received DEP technical assistance grant to review potential for PAYT trash collection in Salem.
- Managed for the second year a City-wide effort (in conjunction with MIS, Collections, Assessors) to implement liens program; where properties with trash fees 180 days in arrears were liened to the 4<sup>th</sup> quarter real estate tax bill
- Fielded hundreds of calls to educate public on newly bid trash and recycling pick-up contract.
- Actively participated in committee to bid new solid waste collection contract; and analyze current recycling procedures.
- Applied for and received a DEP grant for technical assistance to evaluate the economics of a PAYT program for the city; also received additional recycling flyers to be handed out at various events.
- Continues to provide technical assistance for the sale of the transfer station on Swampscott Road.

## FY 2010 Goals & Objectives

- Continue to successfully implement the new solid waste collection and recycling program, including many educational initiatives such as Earth Day, Shredding Day, Book Swaps and participation in the City-wide Science Fair.
- Evaluate the potential financial benefit to switch collection program from the current flat fee basis, to a per ton basis; also determine the feasibility of implementing a partial PAYT program to further reduce waste disposal.
- Continue with liens process for delinquent bills (in conjunction with MIS, Collections, and Assessors).

PERFORMANCE INDICATORS

235-Engineering-Trash/Solid Waste Enterprise

Activity	Actual FY 2006	Actual FY 2007	Actual FY 2008	Estimated FY 2009	Estimated FY 2010
Tons of trash	17,127	17,537	16,138	12,443	12,070
Tons of recycling	2,015	1,957	1,775	2,800	2,856
Recycling percentage	10.52%	10.04%	9.91%	18.37%	19.13%
Cost of trash contract, in \$millions	3.00	3.20	2.40	2.45	2.50

## CITY OF SALEM - FY 2010 OPERATING BUDGET

			Expenditures FY 2008	Adopted Budget FY 2009	Adjusted Budget FY 2009	Y-T-D Expenses FY 2009	Department FY 2010	Mayor FY 2010	Council FY 2010
<b>Trash Enterprise-Personnel</b>									
620031	5111	SALARIES-FULL TIME	54,739.00	70,430.00	70,430.00	69,080.88	23,229.00	34,564.00	34,564.00
620031	5131	OVERTIME (GENERAL)	0.00	500.00	500.00	0.00	500.00	500.00	500.00
620031	5150	FRINGE/STIPENDS	400.00	650.00	650.00	650.00	0.00	285.00	285.00
<b>Total Trash Enterprise-Personnel</b>			<b>55,139.00</b>	<b>71,580.00</b>	<b>71,580.00</b>	<b>69,730.88</b>	<b>23,729.00</b>	<b>35,349.00</b>	<b>35,349.00</b>
<b>Trash Enterprise-Expenses</b>									
620032	5291	SOLID WASTE COLLECTI	3,152,393.11	2,490,000.00	2,455,000.00	2,447,635.92	2,490,000.00	2,510,000.00	2,510,000.00
620032	5298	TRASH REMOVAL-BAKERS ISLAND	0.00	10,700.00	10,600.00	10,560.00	10,700.00	10,700.00	10,700.00
620032	5305	ACCOUNTING AND AUDIT	0.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
620032	5317	EDUCATIONAL TRAINING	0.00	3,000.00	2,000.00	1,935.00	3,000.00	3,000.00	3,000.00
620032	5342	POSTAGE	5,200.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
620032	5381	PRINTING AND BINDING	3,360.00	5,000.00	5,100.00	4,100.00	5,000.00	5,000.00	5,000.00
620032	5421	OFFICE SUPPLIES (GEN	256.06	500.00	500.00	0.00	500.00	500.00	500.00
620032	5710	IN STATE TRAVEL/MEETINGS	159.00	500.00	500.00	50.00	0.00	0.00	0.00
620032	5780	OTHER EXPENSES-RECYCLING	0.00	12,000.00	8,000.00	7,996.65	12,000.00	12,000.00	12,000.00
<b>Total Trash Enterprise-Expenses</b>			<b>3,161,368.17</b>	<b>2,529,200.00</b>	<b>2,489,200.00</b>	<b>2,479,777.57</b>	<b>2,528,700.00</b>	<b>2,548,700.00</b>	<b>2,548,700.00</b>
<b>235</b>	<b>442</b>	<b>Department Total</b>	<b>3,216,507.17</b>	<b>2,600,780.00</b>	<b>2,560,780.00</b>	<b>2,549,508.45</b>	<b>2,552,429.00</b>	<b>2,584,049.00</b>	<b>2,584,049.00</b>

FY 2010 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Budget Voted FY 2009	Code	F T E	# Hours Wkly = 1	# Board Meetings	Rate FY 2009	Dept Rate FY 2010	Dept Level Funded FY 2010	Dept - 10% Reduction FY 2010	Mayor Rate FY 2010	Mayor FY 2010	Council FY 2010
					52.2					2.0%	0.0%	52.2	52.2	2.0%	52.2	
CONNORS	BISA	235 TRASH-ENGINEERING	620031-5111 EXECUTIVE SECRETARY	10/11/2005	18,390.21			50%		704.61	-	RESIGNED	RESIGNED	-	RESIGNED	RESIGNED
CRIPPS	CHERYL	235 TRASH-ENGINEERING	620031-5111 EXECUTIVE SECRETARY		-		0.3	34%		675.00	675.00	11,979.90	11,979.90	688.50	12,219.50	12,219.50
ROSE	JULIE	235 TRASH-ENGINEERING	620031-5111 BUSINESS MGR/WTR REG	2/1/2007	11,248.18		0.2	20%		1,077.41	1,077.41	11,248.18	11,248.18	1,098.96	11,473.14	11,473.14
							0.3			Total AFSCME 1818		-	-		10,870.56	10,870.56
					<b>29,638.39</b>		<b>0.8</b>	<b>Total Full Time - 5111</b>				<b>23,228.08</b>	<b>23,228.08</b>		<b>34,563.20</b>	<b>34,563.20</b>
		235 TRASH-ENGINEERING	620031-5131 OVERTIME		500.00					0.0		500.00	500.00		500.00	500.00
		235 TRASH-ENGINEERING	620031-5150 AFSCME Stipend		650.00					0.3	650.00	950.00	-	950.00	285.00	285.00
					<b>30,788.39</b>		<b>0.8</b>	<b>Department Total</b>				<b>23,728.08</b>	<b>23,728.08</b>		<b>35,348.20</b>	<b>35,348.20</b>

	FY 2008	FY 2009	FY 2010	Variance
Full-Time Equivalent Employees:	0.1	1.7	0.8	-0.9

FY 2010 AFSCME Union Employee Rates

EMPLOYEE NAME	Department	Org/Object	Job Title	Hire Date	BUDGET FY 2009 52.2	F T E	Rate FY 2009 2.0%	Rate FY 2010 2.0%	STEP INCREASES				Dept Level Funded FY 2010 52.2	Dop: 10% Reduction FY 2010 52.2	Mayor FY 2010 52.2	Council FY 2010 52.2	LONGEVITY
									Date	Rate	# Wks Old	Now					
GRIGGS	DONNA	235 TRASH-ENGINEERING	620031-5111 PRINCIPAL CLERK	2/27/2006	40,791.40	0.0	781.44	797.07				0%	-	-	-	-	Moved to W/S
HANLON	KRISTIN	235 TRASH-ENGINEERING	620031-5111 SR CLERK TYPIST III	9/17/2007	34,827.97	0.3	680.55	694.16				30%	-	-	10,870.56	10,870.56	
					<b>40,791.40</b>	<b>0.3</b>							-	-	<b>10,870.56</b>	<b>10,870.56</b>	-

**FY 2010 DETAILED BUDGET REPORT  
EXPENSES**

**Engineering - Trash Enterprise - 235**

<b>ORG</b>	<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>Dept Request Level Funded</b>	<b>Dept Request 10% Cut</b>	<b>Approved by Mayor</b>
620032	5291	<b>SOLID WASTE COLLECTION</b> New Trash contract being negotiated - Collection (Estimated) Disposal (Estimated)	2,490,000	2,490,000	2,510,000
<b>TOTAL</b>			<b>2,490,000</b>	<b>2,490,000</b>	<b>2,510,000</b>
620032	5298	<b>TRASH REMOVAL</b> Baker's Island Trash - Contractual	10,700	10,700	10,700
<b>TOTAL</b>			<b>10,700</b>	<b>10,700</b>	<b>10,700</b>
620032	5305	<b>ACCOUNTING AND AUDITING</b> Annual service for audits, contracted through Finance Dept.	2,500	2,250	2,500
<b>TOTAL</b>			<b>2,500</b>	<b>2,250</b>	<b>2,500</b>
620032	5317	<b>EDUCATIONAL TRAINING</b> Continued training and education on billing, liens, continued improvements in MUNIS system	3,000	2,700	3,000
<b>TOTAL</b>			<b>3,000</b>	<b>2,700</b>	<b>3,000</b>
620032	5342	<b>POSTAGE</b> Costs of mailing monthly trash bills to consumers 1,400 montly; costs updated by K&R on 2/09	5,000	5,500	5,000
<b>TOTAL</b>			<b>5,000</b>	<b>5,500</b>	<b>5,000</b>
620032	5381	<b>PRINTING AND BINDING</b> 1,400 montly; costs updated by K&R on 2/09	5,000	5,000	5,000
<b>TOTAL</b>			<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
620032	5421	<b>OFFICE SUPPLIES (GENERAL)</b> Copy paper - \$300 Misc. General office supplies purchased under State Bid.\$400 Cartridges/Toners \$300	500	450	500
<b>TOTAL</b>			<b>500</b>	<b>450</b>	<b>500</b>
620032	5710	<b>IN STATE TRAVEL &amp; MEETINGS</b> Tolls, parking, seminars, etc.	-	-	-
<b>TOTAL</b>			<b>-</b>	<b>-</b>	<b>-</b>
620032	5780	<b>OTHER EXPENSES</b> Purchase of bins, etc. Website hosting Development of materials, Postage, Printing, etc. to support ongoing recycling efforts	- 6,500 500 5,000	- 5,850 450 4,500	- 6,500 500 5,000
<b>TOTAL</b>			<b>12,000</b>	<b>10,800</b>	<b>12,000</b>
<b>Total Proposed</b>			<b>2,528,700</b>	<b>2,527,400</b>	<b>2,548,700</b>

**CITY OF SALEM - FY 2010 OPERATING BUDGET**

			<b>Expenditures</b>	<b>Adopted Budget</b>	<b>Adjusted Budget</b>	<b>Y-T-D Expenses</b>	<b>Department</b>	<b>Mayor</b>	<b>Council</b>
			<b>FY 2008</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2009</b>	<b>FY 2010</b>	<b>FY 2010</b>	<b>FY 2010</b>
<b>BUDGET TRANSFERS OUT OF GF</b>									
120	5964	TRANS TO STABILIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120	5965	TRANS TO RETIREMENT STAB-8311	0.00	0.00	0.00	0.00	400,000.00	325,000.00	325,000.00
120	5966	TRANSFER TO CIP FUND-2000	0.00	0.00	0.00	0.00	75,000.00	100,000.00	100,000.00
	<b>Total</b>	<b>BUDGET TRANSFERS OUT OF</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>475,000.00</b>	<b>425,000.00</b>	<b>425,000.00</b>
<b>900</b>	<b>000</b>	<b>Department Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>475,000.00</b>	<b>425,000.00</b>	<b>425,000.00</b>

FY 2010 DETAILED BUDGET REPORT  
EXPENSES

Budget Transfers Out of General Fund - 900

ORG	OBJECT	DESCRIPTION	Dept Request Level Funded	Dept Request 10% Cut	Approved by Mayor
120	5964	<b>Transfers to Stabilization</b> Annual transfer to stabilization per City Policy	-	-	-
<b>TOTAL</b>			-	-	-
120	5965	<b>Transfers to Retirement stabilization Fund 8311</b> To Fund Retirements For Fiscal Year	400,000	400,000	325,000
<b>TOTAL</b>			-	-	-
<b>TOTAL</b>			<b>400,000</b>	<b>400,000</b>	<b>325,000</b>
120	5966	<b>Transfers to Capital Improvement Fund 2000</b> Annual Transfer to CIP for smaller capital equipment & repairs per City policy	75,000	75,000	100,000
<b>TOTAL</b>			75,000	75,000	100,000
<b>TOTAL PROPOSED</b>			<b>475,000</b>	<b>475,000</b>	<b>425,000</b>