



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

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mm

Nathan Mattila, Chairman
(978) 597-2212

Todd Melanson, Vice-Chairman

Michael MacEachern, Clerk
Email: water@townsend.ma.us

WATER COMMISSIONERS MEETING AGENDA

July 13, 2020 - 6:00 P.M.

Water Department 540 Main Street, Meeting Room

NOTE REGARDING ACCESS AND PARTICIPATION

Governor Baker declared a State of Emergency to respond to COVID-19 on March 10, 2020 and ordered a suspension of certain provisions of the Open Meeting Law M.G.L. c. 30A, s 20 on March 12, 2020. The Board of Selectmen closed the town offices, including boards and committee meetings consistent with the Governor's March 12th order, to public access to promote social distancing and reduce the spread of COVID-19. The Board of Water Commissioner's meetings will not be open to the public for physical attendance until further notice. The meeting will be available on Zoom.

Join Zoom Meeting

<https://us02web.zoom.us/j/89565509322?pwd=Uk5ZOHlQMkNsMWxFWiBIOHZOWG5sZz09>

Meeting ID: 895 6550 9322 Password: 848157 Log in Monday, July 13, 2020 at 6:00 P.M. to participate.

I. PRELIMINARIES:

- 1.1 NM called the meeting to order at 6:00 P.M. at 540 Main St and remotely by Zoom. NM Announced that the meeting is being audio recorded
- 1.2 Roll call showed members present: Nathan Mattila, Chairman (NM), Todd Melanson, Vice-Chairman (TM), Michael MacEachern, Clerk (MM). Guests present: Rebecca McEnroe (RM), Mistie Demazure, Brenda Boudreau, Joe from 43 Meadow Rd
- 1.5 Chairman's additions or deletions. There were no additions made by the Chairman.
- 1.6 Approve meeting minutes of April 6, 2020. TM motioned to approve the meeting minutes of April 6, 2020. MM seconded. Unanimous vote.
- 1.7 Review correspondence. TM- Reviewed the MVRS upgrade and suggested the incoming Superintendent should review the details before any updates are made. Agreed to by MM.

II. APPOINTMENTS-VOTES MAY BE TAKEN

2.1

III. MEETING BUSINESS-VOTES MAY BE TAKEN:

- 3.1 Review/discuss/update Standard Operating Procedures from Ryan Lapierre. The board members reviewed the Standard Operating Procedures (SOP) provided and had some updates that they would like to see implemented. NM proposed that the department wait until the Superintendent arrives to put any SOP changes in place. NM stated that it is not necessary allow the purchase of clothes on work time since there are no emergencies involved. TM suggested having an allowance in the SOP regarding the requirement to make appointment to keep the SOP relevant and ready for the needs that may arise. Having it written in the SOP would prevent the appearance of favoritism if the need arises. TM requested that a log be used documenting the utility truck's mileage when being taken for the on-call weekend. MM discussed a daily log implementation of the work being done. These will be reviewed more in a future meeting.
- 3.2 Update on cross charge agreement. RM spoke to the Town Administrator with an update regarding the amount required to increase the budgeted amount to cover the estimated charges. TM motioned to approve the increase in the budget for cross charged in the amount of \$28,855.72. MM seconded. Unanimous vote.
- 3.3 Update on contract approval process. RM suggested that Mr. Goode speak with the Town Hall to ensure he really gets an understanding of the process and requirements of the town regarding purchases and can make sure that admin staff is aware as well. Once there is better communication, any issues should be resolved.

- 3.4 Review/Approve Shepco and BOWC letter to customers regarding landscaping. The board reviewed the letter. All concerns that were brought up were addressed. **Approved.**
- 3.5 Approve 1" service, 1 Lois Lane, Ken Chaplin, Acct#61664. Recvd \$2,000.00 CK# 906. **MM motioned to approve. NM Seconded. Unanimous vote.**
- 3.6 Approve 1" service, 10 Lois Lane, Ken Chaplin, Acct#61662. Recvd \$2,000.00 CK# 906. **MM motioned to approve, NM seconded. Unanimous vote.**
- 3.7 Carry forward Balances on FY20 Warrant Articles. A revision was necessary. It was corrected. **TM motioned to approve the revised, corrected amount. MM Seconded. Unanimous vote.**
- 3.8 Review FY20 Encumbrance Report. Reviewed and signed
- 3.9 Discuss Home Depot Credit Card. The water technicians would like to have a credit card to purchase tools for the new truck. This decision will be up to the new Superintendent.
- 3.10 Review/Discuss 1/12th budget. TM expressed concerns about the bond payments taking the majority of the budget, and whether or not they could also be moved to August due to the COVID pandemic.
- 3.11 Discuss warranty on driveway repair at 520 Main Street. RM stated that Shepco will provide a one year warranty on workmanship on the sealcoating and infrared patch. This excludes tire and power steering marks. RM will request a letter from Shepco formalizing the warranty information.
- 3.12 Discuss extending Interim Superintendent's contract. RM has suggested extending her contract by \$10,000.00 to train the new Superintendent. The Water Department would not need to use all of the funds if her services were no longer needed. **TM motioned to approve the extension of the contract by \$10,000.00 is needed. MM seconded. Unanimous vote.**
- 3.13 Discuss MHQ requirements for purchasing on Mass State Bid List. There will be an effort to make sure that the new Superintendent is aware of what the expectation from the town is regarding purchases through the Mass State Bid List.

IV. COMMISSIONERS UPDATES AND REPORTS-VOTES MAY BE TAKEN: MM Discussed the concerns about the technicians earning 7 hours of compensatory time or overtime while checking the residuals on their on-call weekends. Further discussion concluded that there will be a need to review what DEP recommends be done regarding daily checks. **NM took a moment to thank RM for her help.**

- 4.1 Discuss recent rate meeting. TM proposed the idea of an annual rate review meeting with the water customers. This meeting has been tentatively scheduled for January 11th.
- 4.2 Discuss M36 Audit and Annual Audit. TM suggested that the new Superintendent review the M36 audits and begin apply for the grants to get them done. Annual audits provide more information than just reviewing numbers, it also provides suggestions on ways to improve.

V. INTERIM SUPERINTENDENTS/FOREMANS UPDATES AND REPORTS-VOTES MAY BE TAKEN:

- 5.1 Discuss status of New Water Superintendent. RM reported that the start date will be on 8/3. The department is currently waiting on the results of his physical.
- 5.2 Update on Main St. pump station/ water main. RM said that the station has been squared away. There are 6 valves leaking in the well and the valves need to be replaced.
- 5.3 Update on Meadow Road. The homeowner on 43 Meadow Rd is concerned about a 20" hole in the end of his driveway, beyond where the paving ended. MM said it is a line gate and the problem can easily be fixed with an extension. RM said that she has been told by the foreman that the gravel on the edge of the pavement to smooth out the edges.
- 5.4 Update on Lock Brook Run extension (top of West Meadow Road). RM suggested that the hydrant test be put off until the Main St pumping station is fixed and the drought is relieved.

VI. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:

- 6.1 The Board scheduled the next BOWC meeting on Monday, August 10, 2020.
- 6.2 Discuss 62 Accounts with outstanding balances over \$500.00. The accounts are now down to 51. Letters will be mailed out to start the process of municipal lien, but offering payment plans.
- 6.3 Discuss the remaining 5 touchpad accounts. One touchpad account has been converted. The remaining are still in process. This will be held off until the new Superintendent arrives.

- 6.4 The Board reviewed and signed Bills Payable Warrants
6.5 The Board reviewed and signed June's Schedule of Bills Receivable Report
6.6 The Board reviewed the Accounts Receivable Report
6.7 The Board reviewed year to date expenditures.

1.5

ADJOURNMENT:

NM motioned to review and sign bill payable warrants and reports out of session. MM seconded. Unanimous vote.

NM declared that the Board of Water Commissioners meeting is adjourned at 7:44 PM

Respectfully Submitted,



Mistie Demazure

Office Assistant

Townsend Water Department



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Nathan Mattila, Chairman
(978) 597-2212

Todd Melanson, Vice-Chairman

Michael MacEachern, Clerk
Email: water@townsend.ma.us

WATER COMMISSIONERS MEETING AGENDA

July 13, 2020 - 6:00 P.M.

Water Department 540 Main Street, Meeting Room

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Meeting ID: 895 6550 9322 Password: 848157 Log in Monday, July 13, 2020 at 6:00 P.M. to participate.

- I. **PRELIMINARIES:**
 - 1.1 Call the meeting to order and announce meeting address.
 - 1.2 Roll Call Members-Roll Call Citizens.
 - 1.5 Chairman's additions or deletions.
 - 1.6 Approve meeting minutes of April 6, 2020
 - 1.7 Review correspondence.
- II. **APPOINTMENTS-VOTES MAY BE TAKEN**
 - 2.1
- III. **MEETING BUSINESS-VOTES MAY BE TAKEN:**
 - 3.1 Review/discuss/update Standard Operating Procedures from Ryan Lapierre.
 - 3.2 Update on cross charge agreement.
 - 3.3 Update on contract approval process.
 - 3.4 Review/Approve Shepco and BOWC letter to customers regarding landscaping
 - 3.5 Approve 1" service, 1 Lois Lane, Ken Chaplin, Acct#61664. Recvd \$2,000.00 CK# 906.
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 - 3.7 Carry forward Balances on FY20 Warrant Articles
 - 3.8 Review FY20 Encumbrance Report.
 - 3.9 Discuss Home Depot Credit Card.
 - 3.10 Review/Discuss 1/12th budget.
 - 3.11 Discuss warranty on driveway repair at 520 Main Street.
 - 3.12 Discuss extending Interim Superintendent's contract.
 - 3.13 Discuss MHQ requirements for purchasing on Mass State Bid List.
- IV. **COMMISSIONERS UPDATES AND REPORTS-VOTES MAY BE TAKEN:**
 - 4.1 Discuss recent rate meeting.
 - 4.2 Discuss M36 Audit and Annual Audit.
- V. **INTERIM SUPERINTENDENTS/FOREMANS UPDATES AND REPORTS-VOTES MAY BE TAKEN:**
 - 5.1 Discuss status of New Water Superintendent.
 - 5.2 Update on Main St. pump station/ water main.
 - 5.3 Update on Meadow Road
 - 5.4 Update on Lock Brook Run extension (top of West Meadow Road).

VI. OFFICE ADMINISTRATOR'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:

- 6.1 Schedule next BOWC meeting.
- 6.2 Discuss 62 Accounts with outstanding balances over \$500.00.
- 6.3 Discuss the remaining 5 touchpad accounts.
- ~~6.4~~ Review and sign Bills Payable Warrants.
- ~~6.5~~ Review and sign June's Schedule of Bills Receivable report.
- 6.6 Review Accounts Receivable Report.
- 6.7 Review year to date expenditures.

ADJOURNMENT:

Townsend Water Department is inviting you to a scheduled Zoom meeting.

Topic: Board of Water Commissioners Meeting

Time: Jul 13, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89565509322?pwd=Uk5ZOHIQMkNsMWxFWIBlOHZOWG5sZz09>

Meeting ID: 895 6550 9322

Password: 848157

One tap mobile

+13017158592,,89565509322#,,,,0#,,848157# US (Germantown)

+13126266799,,89565509322#,,,,0#,,848157# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 895 6550 9322

Password: 848157

Find your local number: <https://us02web.zoom.us/j/89565509322?pwd=Uk5ZOHIQMkNsMWxFWIBlOHZOWG5sZz09>

Brenda

From: William Smith <wsmith@raybernsolutions.com>
Sent: Wednesday, July 8, 2020 9:09 AM
To: Brenda Boudreau
Subject: ITRON MV-RS to FCS Upgrade
Attachments: MVRS-FCS Program Explanation 2020-1.pdf

Hi Brenda,

Pleasure meeting you today.

We are reaching out to coordinate and schedule the necessary upgrade of your Itron MV-RS system to the new Itron Field Collection System (FCS). Raybern Utility Solutions is a Certified Installer for the Itron FCS system. We work closely with utilities during this upgrade to ensure you realize the full potential of the new system

Why does your MV-RS system need to be upgraded to FCS?

- MV-RS is built on old technology (DOS-Based), which exposes it to security risks and is not as functional as more modern databases (SQL, Oracle).
- FCS provides improvements in system security, task automation, database operations and access to the latest AMR/AMI technology from Itron.

What to expect during our on-site installation/upgrade/configuration?

- We check for errors in your billing data caused by inaccurate settings and inputs to ensure the data is both current and correct.
- After the installation/upgrade/configuration we provide training for your office and field personnel to familiarize them with the new functions and features of FCS.
- We will be available for ongoing support to ensure you get the most out of the new system.

Our experienced, motivated, and highly skilled team members can be trusted to complete complicated system integrations and solve complex data issues. Our Utility First Focus keeps your business operations running smoothly.

To learn more about our commitment to utilities check out our website: www.raybernsolutions.com or give us a call at [617-651-5522](tel:617-651-5522).

Best,
Billy Smith

RAYBERN
UTILITY SOLUTIONS
Billy Smith
Cell 401-580-0777
wsmith@raybernsolutions.com
www.raybernsolutions.com

Itron MV-RS to FCS Promotion has been extended to December 31, 2020.

Itron's existing MV-RS customers are eligible for the next generation mobile meter data collection system: The Itron Field Collection System (FCS).

FCS takes the place of MV-RS; importing routes, managing assignments, providing reports and delivering data to billing. The FCS backward compatibilities allow you to keep using your existing meter reading hardware and file interfaces, eliminating risk and cost. The FCS upgrade includes an upgrade to the software for the existing handheld meter reading devices.

Why is Itron upgrading MV-RS to FCS? MV-RS has been an excellent system and has served Itron customers well. However, it is built on old technology (DOS-Based), which exposes it to security risks. Additionally, the database that was used (Pervasive, in most cases), is not as functional as more modern databases (SQL, Oracle). FCS provides improvements in system security, task automation, database operations and access to the latest AMR/AMI technology from Itron.

How do utilities get upgraded to FCS? To make this easy, Itron has introduced the "It's Just A Software Upgrade" promotion to streamline the upgrade process and make it affordable:

- Get an **FCS software license** at no cost and avoid the work involved in major purchases.
- To qualify for the program, you **MUST** have an **ACTIVE MV-RS software maintenance agreement**, and all Itron invoices must be paid and up to date.

Itron built FCS with our MV-RS users in mind. Backward compatibilities allow you to upgrade from MV-RS to FCS and continue to use all the other components you currently use.

- You can use your existing CIS/Billing File interfaces because FCS can import your HDL file and export a HUL file.
- You can use your existing Code Tables because FCS supports your Read Instruction, Skip Codes, Trouble Codes and other codes.
- You can use your existing interfaces with other Itron systems because FCS has file interfaces compatible with the Itron ChoiceConnect Fixed Network, MV-90 xi and Itron Analytics.
- You can use your existing FC300 handhelds because FCS is compatible with these devices.
- You can use your existing MC Lite and MC3 mobile collectors because FCS is compatible with these devices. The Mobile Collector Software must be version 3.6 or later.
- You can use your existing meters and ERTs because FCS is compatible with all

them.



Handheld Software

The FCS handheld software that runs on the FC300 handhelds is based on the MV-RS handheld software. FCS uses the same keyboard overlay. The shortcuts and menus are arranged virtually the same as MV-RS. There is no need to spend a lot of time learning a new handheld and new software. Your handheld meter readers will be trained when the installation/upgrade/configurations are complete and they will be productive with FCS immediately.

****Note: While FCS IS compatible with the FC300 handhelds, Itron has discontinued support for the FC300 handhelds. Talk with your local Itron Sales Rep for information about the Itron Mobile Radio – the replacement for the FC300 device.*

Mobile Collection Software

FCS uses the exact same Mobile Collection software as you used with MV-RS. No upgrade is required (as long as you are using v3.6 or later) and no training is required. Your mobile meter readers will be productive with FCS immediately.

Itron's "It's Just A Software Upgrade" Promotion Requirements

All MV-RS customers with an active MV-RS software maintenance agreement qualify for the FCS software license at no cost.

The upgrade must be performed by an Itron FCS Certified Installer.

Customers must agree to purchase at least one year of FCS software maintenance starting at the end of the current MV-RS software maintenance period.

Software maintenance rates may be adjusted to meet the current published maintenance pricing rates.

NOTE: This program excludes the following upgrades:

- *MV-RS to FCS SaaS*
- *MV-RS Non TOU license to an FCS TOU license*
- *Upgrades that span more than three license tiers*

Additional System Requirements for Installation:

- All computers must be running on the Windows 10 Professional operating system or Windows Server 2016.
- All computers must have a static IP address, and have the ability to connect to your FC300 handheld devices to update the FC300 FCS software.
- Mobile Collector Software must be version 3.6 or later. If you are currently using an earlier version, you will need to upgrade to Itron Mobile. Contact your Itron Sales Representative for pricing details for Itron Mobile.
- HUL/HDL (Upload.dat and Download.dat) files must adhere to the MV-RS Interface Specification. Specific points to note:
 - Meter Number field should not have any special characters or spaces in them.
 - The Previous Reading, Maximum Usage, and Minimum Usage fields in the Reading (RDG) record are right-justified numeric fields with the decimal position implied. The number of digits to the right of the decimal is specified by the Number of Decimals in the Reading (RDG) record.

Itron's "It's Just A Software Upgrade" Promotion ends December 31, 2020.

Please contact us with any questions: 617-651-5522

Purchasing work clothes on the clock

The Townsend water department requires each employee to wear work shirts\sweatshirts with the town approved logo on them , this allows the Townsend residents to feel more comfortable knowing who the employee is. It also helps to show professionalism in our business. Fortunately, the town provides a clothing allowance for each employee yearly. Employees may buy the approved clothes from stores we have an account with or on their own with their own money, but will receive a reimbursement. Due to the requirement of town approved attire, employees will be allowed to leave in order to purchase work attire in a timely manner during work hours, as long as scheduling permits. This protocol will allow employees in need of work clothes to go on the clock, and allows the Townsend water department to maintain professionalism and protect our employees in the work force.

Signed and approved by our Board of Water Commissioners

Nathan Mattila Chairmen

Todd Melanson Vice Chairmen

Mike MacEachern Clerk

Townsend Water Department Vehicle Policy

Policy overview.

The Townsend Water Department company vehicle policy gives employees guidelines for obtaining, qualifying for, and using a company vehicle. A "company vehicle" is any vehicle owned by the Water Department. This policy applies to all employees who use a company vehicle, and applies during Hours of work for all employees. Vehicle take home use is only for the "Employee on call".

Company vehicle rules.

- Obey traffic laws in your jurisdiction and be courteous toward other drivers.
- Report any damage or problems to your assigned vehicle immediately.
- Report changes to your driver privileges, such as driver's license suspension, immediately.
- Bring vehicle to scheduled maintenance appointments.
- Do not drive while intoxicated, fatigued, or on medication that affects your driving ability.
- Do not smoke in any company vehicle.
- Do not allow unauthorized drivers to use a company vehicle unless required by an emergency or service appointment.

Employees who violate company vehicle rules are subject to actions which may include verbal and written warnings, suspension of vehicle privileges, termination and legal action.

Signed and approved by our Board of Water Commissioners

Nathan Mattila Chairmen _____ Date _____

Todd Melanson Vice Chairmen _____ Date _____

Mike MacEachern Clerk _____ Date _____

Townsend Water Department Clock in/out policy

Policy overview.

The Townsend Water Department Employees shall clock in and clock out at the office of 540 Main street during normal business hours. Only exceptions are in the event of an emergency or a call after normal working hours. The on call person who has the company vehicle may take the vehicle directly to where the call in came from. Also employees shall be on time for their scheduled work shift.

Signed and approved by our Board of Water Commissioners

Nathan Mattila Chairmen _____ Date_____

Todd Melanson Vice Chairmen _____ Date_____

Mike MacEachern Clerk _____ Date_____



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Nathan Mattila, Chairman
 Rebecca McEnroe
 Interim Water Superintendent

Todd Melanson, Vice Chairman

Michael MacEachern, Clerk
 (978) 597-2212
water@townsend.ma.us

June 29, 2020,

Dear Water Takers,

It has come to our attention that, due to the current drought conditions, the continuous efforts regarding the re-seeding/replacement of your lawn damage during the Water Main Project has been unsuccessful.

Shepco and the Board of Water Commissioners have decided to wait to continue re-seeding your lawn in order to have the best results. Due to the specifications of the contract, planting grass is only allowed before June 1st or after August 15th, work will begin shortly after, weather permitting. Shepco is committed to ensuring that they replace the lawns to their original state and will perform this work early enough in the fall to have identifiable results before the end of the year.

If you have any questions, please do not hesitate to contact us at water@townsend.ma.us.

Thank you for your patience,

Townsend Board of Water Commissioners



TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

3.8

Michael MacEachern, Clerk

Nathan Mattila, Chairman

Todd Melanson, Vice-Chairman

(978) 597-2212

Fax (978) 597-5561

To: Lauri Plourde/Town Accountant
Date: July 15, 2020
Re: Encumbrances/Revised

Please encumber the following items from our operating budget as these bills remain outstanding.

<u>Vendor</u>	<u>Amount</u>
Century Bank - June bill/pending	650.00
Verizon (alarm lines)	400.00
Dig Safe - (2 nd Qtr 2020)	100.00
Uniform Allowance - AFSCME Council 93	1,000.00
Local 1703 (1 employee - Alec Gaetz)	
MWWA - advertisement - pending	400.00
Caraway Computers-July Billing	2,500.00
Caraway Computers-Postcard notices	1,260.00
Total	6,310 0 .00

Nathan Mattila, Chairman Board of Water Commissioners

3.16

Filter by: Segment 1: 061
Group as:

Parameters: Fiscal Year: 2021 Start Date: 7/1/2020 end: 6/30/2021 Active Accounts Only

Town of Expense Control Report - Expenditure Ledger

Account Number	Code: 000 - General	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
Group 1: Segment 3: Department							
Personnel							
061-04-000-5100-0000-000	WATER - SALARY - SUPERINTENDENT	0.00	7,427.00	7,427.00	0.00	7,427.00	0.00
061-04-000-5110-0000-000	WATER - WAGES-OPER STAFF	0.00	14,602.00	14,602.00	0.00	14,602.00	0.00
061-04-000-5112-0000-000	WATER - WAGES-SUPPORT STAFF	0.00	5,318.00	5,318.00	0.00	5,318.00	0.00
061-04-000-5130-0000-000	WATER - ADDITIONAL GROSS - OVERTI	0.00	1,187.00	1,187.00	0.00	1,187.00	0.00
061-04-000-5134-0000-000	WATER - ADDITIONAL GROSS - REG & S	0.00	1,648.00	1,648.00	0.00	1,648.00	0.00
061-04-000-5190-0000-000	WATER - OTHER - STIPEND - LONGEVIT	0.00	225.00	225.00	0.00	225.00	0.00
061-04-000-5192-0000-000	WATER - OTHER-STIPENDS - LICENSE &	0.00	125.00	125.00	0.00	125.00	0.00
061-04-000-5193-0000-000	WATER - OTHER - RETIREMENT BENEFI	0.00	167.00	167.00	0.00	167.00	0.00
061-04-000-5195-0000-000	WATER - OTHER - CLOTHING ALLOWAN	0.00	50.00	50.00	0.00	50.00	0.00
061-04-000-5197-0000-000	WATER- VEHICLE ALLOWANCE	0.00	500.00	500.00	0.00	500.00	0.00
061-04-000-5198-0000-000	WATER- OTHER STIPEND- SNOW STOR	0.00	333.00	333.00	0.00	333.00	0.00
Total Group 3: Personnel		0.00	31,582.00	31,582.00	0.00	31,582.00	0.00
Expenses							
061-04-000-5210-0000-000	WATER - ENERGY	0.00	5,833.00	5,833.00	0.00	5,833.00	0.00
061-04-000-5240-0000-000	WATER - REPAIR & MAINT BUILDING	0.00	2,083.00	2,083.00	0.00	2,083.00	0.00
061-04-000-5245-0000-000	WATER - REPAIR & MAINT EQUIPMENT	0.00	1,667.00	1,667.00	0.00	1,667.00	0.00
061-04-000-5245-0006-000	WATER - REPAIR & MAINTAIN - SCADA S	0.00	1,250.00	1,250.00	0.00	1,250.00	0.00
061-04-000-5245-0007-000	WATER - REPAIR & MAINTAIN-DISTRIBU	0.00	2,250.00	2,250.00	0.00	2,250.00	0.00
061-04-000-5270-0000-000	WATER - RENTALS	0.00	83.00	83.00	0.00	83.00	0.00
061-04-000-5300-0000-000	WATER - PROFESSIONAL SERVICES	0.00	5,417.00	5,417.00	0.00	5,417.00	0.00
061-04-000-5300-0001-000	WATER - PROF SVS - BACKFLOW SURV	0.00	500.00	500.00	0.00	500.00	0.00
061-04-000-5307-0000-000	WATER- PROF & TECH - LEGAL	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
061-04-000-5340-0000-000	WATER - COMMUNICATION	0.00	1,467.00	1,467.00	0.00	1,467.00	0.00
061-04-000-5380-0000-000	WATER - OTHER SERVICES	0.00	217.00	217.00	0.00	217.00	0.00
061-04-000-5420-0000-000	WATER - OFFICE SUPPLIES	0.00	417.00	417.00	0.00	417.00	0.00
061-04-000-5430-0000-000	WATER - BUILDING SUPPLIES	0.00	125.00	125.00	0.00	125.00	0.00
061-04-000-5435-0000-000	WATER - EQUIPMENT MAINT SUPPLIES	0.00	125.00	125.00	0.00	125.00	0.00
061-04-000-5460-0000-000	WATER - GROUNDSKEEPING SUPPLIES	0.00	42.00	42.00	0.00	42.00	0.00
061-04-000-5480-0000-000	WATER - VEHICULAR SUPPLIES	0.00	667.00	667.00	0.00	667.00	0.00
061-04-000-5530-0000-000	WATER - PUBLIC WORKS SUPPLIES	0.00	2,914.00	2,914.00	0.00	2,914.00	0.00

Parameters: Fiscal Year: 2021 Start Date: 7/1/2020 end: 6/30/2021 Active Accounts Only

Town of

Expense Control Report - Expenditure Ledger

Account Number	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	% Var.
061-04-000-5530-0001-000	0.00	1,917.00	1,917.00	0.00	1,917.00	0.00
WATER - PUBLIC WORKS SUPPLIES - C						
WATER - OTHER SUPPLIES	0.00	83.00	83.00	0.00	83.00	0.00
WATER- UNIFORM ALLOWANCE	0.00	417.00	417.00	0.00	417.00	0.00
WATER - TRAVEL/MILEAGE-IN STATE	0.00	92.00	92.00	0.00	92.00	0.00
WATER - OUT OF STATE TRAVEL	0.00	8.00	8.00	0.00	8.00	0.00
WATER - DUES & MEMBERSHIPS	0.00	167.00	167.00	0.00	167.00	0.00
WATER - OTHER CHARGES	0.00	42.00	42.00	0.00	42.00	0.00
WATER - ASSESSMENT D.E.P.	0.00	167.00	167.00	0.00	167.00	0.00
WATER - NEW EQUIPMENT	0.00	833.00	833.00	0.00	833.00	0.00
WATER - LT DEBT SERVICE - MWPAT - E	0.00	37,962.00	37,962.00	0.00	37,962.00	0.00
WATER - LT DEBT SERVICE - MWPAT EA	0.00	54,078.00	54,078.00	0.00	54,078.00	0.00
WATER - LT INTEREST - MWPAT - EAST	0.00	2,396.00	2,396.00	0.00	2,396.00	0.00
WATER - LT INTEREST - MWPAT - EAST	0.00	4,023.00	4,023.00	0.00	4,023.00	0.00
WATER-INT ON ST LOANS/ISSUANCE CO	0.00	1,942.00	1,942.00	0.00	1,942.00	0.00
Total Group 3: Expenses	0.00	130,184.00	130,184.00	0.00	130,184.00	0.00
Total Group 1: Segment 3: Department	0.00	161,766.00	161,766.00	0.00	161,766.00	0.00
Code: 000 - General	0.00	161,766.00	161,766.00	0.00	161,766.00	0.00
42 Account(s) totaling:	0.00	161,766.00	161,766.00	0.00	161,766.00	0.00

$$\begin{array}{r} 130,184.00 \\ - 100,401.00 \\ \hline 29,783.00 \end{array}$$

3.11

Brenda

From: Andrew Shepherd <andrew.shepco@gmail.com>
Sent: Friday, July 10, 2020 11:54 AM
To: Rebecca McEnroe
Cc: waterdepartment; steve@preferredph.com
Subject: Re: warranty for 520 main st

I talked with Gary, we will stand behind it for 1 year on the workmanship excluding power steering marks and tire marks (tire marks from hot weather).

Andrew Shepherd
Project Manager
Cell 978-602-7608
Shepco Inc./Overall Directional Drilling
55 Main St. Townsend MA, 01469

On Fri, Jul 10, 2020 at 10:49 AM Rebecca McEnroe <becky@mcenroeconsulting.com> wrote:

Hi Andrew,

IF I understand correctly your company is only offering a warranty through the end of this construction season, ie, end of Nov.? Usually a driveway is warrantied for 1 year. I am interested in the standard warranty the paving company gives for a IR patch. I would have assumed it was for 1 year. Please clarify.

Thanks,

Rebecca McEnroe, P.E.
McEnroe Consulting LLC
406 Sugar Rd.
Bolton MA 01740
Becky@mcenroeconsulting.com
978-860-6667

On Fri, Jul 10, 2020 at 9:37 AM Andrew Shepherd <andrew.shepco@gmail.com> wrote:



Purchase of Vehicles – VEH98

VEH98: Purchase of Vehicles

UPDATED: 8/19/19

Contract #: VEH98
MMARS Doc ID #: VEH98*
Maximum End Date: Two (2) single year extension(s), to November 30, 2020
Current Contract Duration: December 1, 2018 – November 30, 2020
Contract Manager: David Sargeant, david.sargeant@mass.gov, 617-720-3118
This Contract Contains: SDP, EPP, PPD
UNSPSC Codes: 25-10-00, 25-10-21, 25-19-00, 25-19-17
Notes: Use [this link](#) to view the VEH98 Vehicle Price List

*The asterisk is required when referencing the contract in the Massachusetts Management Accounting Reporting System (MMARS).

Table of Contents:

(NOTE: To access hyperlinks below, scroll over desired section and CTL + Click)

- [Contract Summary](#)
- [Contract Categories](#)
- [Vehicle List](#)
- [Benefits & Cost Savings](#)
- [Find Bid/Contract Documents](#)
- [Who Can Use This Contract](#)
- [Subcontractors](#)
- [Pricing, Quotes and Purchase Options](#)
- [Instructions for MMARS Users](#)
- [Purchasing through COMMBUYS](#)
- [Environmentally Preferable Products](#)
- [Strategic Sourcing Team Members](#)
- [Vendor Information](#)

NOTE: Contract User Guides are updated regularly. Print copies should be compared against the current version posted on mass.gov/osd.

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Purchase of Vehicles – VEH98

Contract Summary

This Statewide Contract, VEH98: Purchase of Vehicles, provides a comprehensive range of vehicles to meet the needs of Contract Users and includes various vehicles, as outlined in the Contract Categories shown below. Note: the “Other” category represents more specialized vehicles with a minimum of three wheels. There are hundreds of base vehicles available for purchase, as well as the ability to purchase accessories and options offered by each manufacturer and any applicable aftermarket upfit needs for both new and used vehicles. VEH98 has a mini-bid feature so that the Contract User can purchase any specific vehicle through a qualified dealer on contract, or quote a type (i.e. sedan, truck, etc.) across multiple manufacturers.

Contract Categories

This contract includes thirteen (13) categories of vehicles, as listed below.

Category 1:	Passenger Cars
Category 2:	Sport Utility Vehicles (SUVs)
Category 3:	Vans
	3A: Light Duty Vans
	3B: Heavy Duty Vans
Category 4:	Trucks
	4A: Light Duty Trucks
	4B: Medium and Heavy Duty Trucks
Category 5:	Special Service Vehicles (SSVs)
Category 6:	Police Pursuit Vehicles (PPVs)
Category 7:	Other
Category 8:	Buses
Category 9:	Excavators
Category 10:	Loaders
Category 11:	Dump Trucks
Category 12:	Forklifts
Category 13:	Tractors

Vehicle List

Click [here to access the Vehicle List](#).

Each line item on the Vehicle List represents a complete base vehicle that can be ordered through that specific dealer, with or without additional options or accessories. Note: options, packages or upfitting may already be included in some line items.

Benefits and Cost Savings

Statewide contracts are an easy way to obtain benefits for your organization by leveraging the Commonwealth’s buying power, solicitation process, contracting expertise, vendor management and oversight, and the availability of environmentally preferable products.

- There are a variety of fuel efficient vehicles as well as Alternative Fuel Vehicles (AFVs) - CNG, Hybrid, Electric, E85, etc.

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Purchase of Vehicles – VEH98

- When purchasing AFVs, be sure to understand the infrastructure or other fueling requirements (e.g. DC Fast Charger option on Battery Electric Vehicles), as not all requirements will be obvious
 - Statewide Contract [VEH102](#) may also provide information and options for AFV infrastructure
- This contract features twenty-two (22) Dealerships that offer the following manufacturers: Blue Bird, Case, Chevrolet, Chrysler, Dodge, Doosan, Ford, Freightliner, HINO, Honda, Hyundai, ISUZU, Jeep, Keestrack, LIEBHERR, LiuGong, MACK, Micro Bird, Multihog, New Holland, Nissan, RAM, Toyota, VOLVO, Wacker Neuson, Western Star, Yanmar.
- Many vehicles are assigned to multiple dealers for Contract Users to select at their discretion.
- Options and Accessories offered through the Original Equipment Manufacturer (OEM), as well as Upfit of Aftermarket Add-ons are available through the awarded dealers, typically at a discounted rate (percent off of MSRP, as outlined in the Vehicle List for OEM options and each Dealer's MBPO for upfits).
- Executive Departments have mandatory special instructions for using this contract, as listed in Who Can Use This Contract.
- VEH98 Mandatory Quotation Form ensures clarity and transparency for all estimates/quotes.
- Upon delivery, light duty vehicles shall include:
 - All aftermarket/upfit add-on/accessories identified in the quote/purchase order
 - At a minimum, three (3) sets of operable keys
 - Original vehicle registration form (for applicable entities only: discuss with Dealer)
 - License Plates (front and back)
 - Valid State Inspection Sticker
 - Full tank of gas
 - Manufacturer's warranty information
 - Owner's Manual

Find Bid/Contract Documents

- To find all contract-specific documents, including the Contract User Guide, RFR, Price Sheet, specifications, and other attachments, go to COMMBUYS.com. Select the "Master Record" Master Blanket Purchase Order (MBPO) for [PO-20-1080-OSD03-SRC3-17230](#).
(Note: Each vendor has their own MBPO that may hold non-pricing vehicle, warranty and brochure docs. The main contract documents are **only** located within the Conversion Vendor)
- To find vendor-specific documents utilize the links to individual vendor MBPOs on the [Vendor Information](#) page.

Who Can Use This Contract

Applicable Procurement Law

Executive Branch Goods and Services: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

Eligible Entities

Please see the standard list of Eligible Entities on our [Who Can Use Statewide Contracts](#) webpage.

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Purchase of Vehicles – VEH98

Executive Departments

Executive Agencies must follow the proper approval paths required by the Office of Vehicle Management (OVM) before placing light duty vehicle orders with vendors.

Regardless of whether an Agency is making a direct purchase or utilizing OVM's lease program (wherein OSD/OVM purchases vehicles on behalf of other Agencies and leases them back over a 5-year term), Agencies must submit to OVM a complete Vehicle Request Workbook that includes the following details:

- Agency contact information and funding source for the vehicle(s) being requested
- Vehicle(s) being requested, including, but not limited to:

Vehicle ID Number	Vehicle Year	Vehicle Make	Vehicle Model
Trim Level	Drive Train	Engine Type	Fuel Efficiency
Base Price	All Options w/Pricing	All Upfit w/Pricing	Total Price

- Vendor(s) chosen by Agency to supply the vehicle(s) being requested
- Justification/need for the vehicle, including, but not limited to:

Narrative explaining need	Usage Type	Number of Trips and Expected Mileage
Driver Name, if applicable	Garage Location	Identify any Emergency Equipment added

- The vehicle(s) to be turned in to OVM's Westborough, MA lot as one-for-one swaps for the new vehicle(s), including Plate #, Year, Make, Model, VIN and Odometer of the vehicle(s)
- Details regarding compliance, or Alternative Compliance, with the Fuel Efficiency Standard for the State Fleet (FES)
- Affirmation of Agency statements and Agency Fleet Manager's electronic signature

Send your request to OVM via email with any applicable VEH98 Quote Form(s) from the chosen vendor(s). Upon receipt, OVM will review the request and either:

- Approve the purchase (either direct from Agency or through OVM's Lease Program) and advise of next steps OR;
- Follow-up with the Agency Fleet Manager on any information that is missing or does not match the VEH98 Contract

Questions should be directed to OVM based on the purchase type: direct purchases, Cheryl Cushman, or OVM Lease Program, Karen Rasnick.

Subcontractors

If the awarded vendor is employing a subcontractor, the vendor is responsible for the subcontractor's work quality, products used, and any other concerns arising from the subcontractor. Subcontractors may be useful in helping vendors meet their supplier diversity goals.

Upfits are typically subcontracted; see applicable upfit partner lists, by vendor, included in the Vehicle List.

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Purchase of Vehicles – VEH98

Pricing, Quote and Purchase Options

Purchase Options

- Purchases made through this contract will be direct, outright purchases. External financing may be obtained in accordance with applicable law. All Executive Branch Agencies leasing vehicles through the Office of Vehicle Management (OVM) are repaying OVM for making direct, outright purchases on their behalf.

Price Structure

Through the "Master Record" MBPO for [PO-20-1080-OSD03-SRC3-17230](#) there is an excel document, "[VEH98 Vehicle List](#)," which will include the date it was last updated. The document has seven (7) tabs, as outlined below. Note - a "~" in any column notes that the detail is not applicable to that specific vehicle line item

- **"Information":** Lists general information and describes the columns found on Passenger-Lt Duty, Hvy Duty-Other and Accessories tabs, with descriptions.
- **"Passenger-Lt Duty":** This tab shows all passenger vehicles, and specialty vehicles that have been priced by the vendors. Columns that detail each vehicle line item included are as follows:
- **"Heavy Duty-Other":** This tab provides similar line item details as the "Passenger-Lt Duty" tab, but for heavier or other vehicles (mostly Category 7 through 13). There are four (4) additional columns specific to these vehicles.
- **"Accessories":** This tab attempts to list all of the options and/or accessories (packaged and ad hoc) that are available for each vehicle through the OEM. **Note - Price is not included and buyers should request a quote –** this overview, without price, allows the end user to see the breadth of all accessories offered for the make/model. **Do not hesitate to call and seek the vendor's assistance with completing the quote form.**
- **"Transfers":** Transfer of equipment from an old unit to a new purchase is covered under VEH98. This price list attempts to take most transfers into consideration.
If an item is missing seek assistance from vendors and seek substantiating quotes (if possible/applicable).
Searching for options should be supported by Excel's "FIND" function (CTL+F) by entering in the "Find what:" field single words to narrow the search (e.g. radio, light, siren, etc.)
- **"Upfit Vendors":** This tab highlights the relationships between vendors and their subcontracts that will be performing the actual upfit. For non-New purchases that require additional upfit, quoting should be processed through the vendors, as the PO will continue to be to the vendor who will subcontract to an upfitter.
- **"Misc. Upfit":** Lists additional items that may be acquired under VEH98. This is not an exhaustive list.

The Vehicle List is intended to provide a comprehensive listing of vehicles to facilitate Contract Users' ability to efficiently find the specifications they are looking for and compare similar vehicles to ensure they are getting the best value for their needs. That said, it is critical that Users confirm all specifications and pricing with the Dealer(s) before making purchases. OSD makes no guarantee that all specifications provided by the Dealers are accurate. Revisions to this list are made periodically, so it is important that Users reference COMMBUYS to ensure they are looking at the most current list.

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Purchase of Vehicles – VEH98

Note: Some vendors offer rebate programs periodically that may be of benefit to you. Be sure to ask about these when requesting a quote.

Obtaining Quotes

End users will create quote requests and forward to vendors for completion and return. Creation of quotes should be based on vehicle requirements. End users should review the Base Vehicle Price Sheet, sorting and/or filtering the list to narrow down applicable choices based on requirements, and complete the VEH98 Quote Form.

Completing the form(s):

Agency(Entity) Information – enter your contact information.

- If the buyer knows the exact vehicle they wish to acquire and that specific vehicle is listed as a line item on the Vehicle List, they may obtain a quote from their chosen vendor for that vehicle and proceed through the Purchase Order process. This includes OEM options and accessories.

Vendor Information – leave blank if requesting multiple vendor quotes leave the vendor information blank; they will complete prior to sending back.

Vehicle information – enter as much as possible, however, leave room for vendors to assist with completing spec needs. Also, if seeking comparisons across manufacturers, enter enough to allow the vendor to quote regardless of manufacturer (i.e. Pickup truck, towing capacity of no less than X, seats X # of people, etc.), enter Accessories topics instead of codes (i.e. vinyl floor covering, auxiliary heater package, power running board, etc.) to allow the vendor to enter the code based on the manufacturer or particular vehicle.

Contract users should always reference VEH98 and the VEH98 Quote form when contacting vendors to ensure they are receiving contract pricing. Quotes should be awarded based on best value, price and delivery date.

When using the quote form(s):

- 1) Ensure all line items from the vendor match and confirm there are no additional charges.
- 2) If delivery time is a major driver in vendor selection, ensure confirmation of the delivery date.
- 3) If you have questions about information within the quote ask the vendor.
 - a. Communicate any change(s) to the other vendors who will be quoting.
 - b. Always confirm comparison is against exactly what one vendor is quoting against the exact same final vehicle.
- 4) Quotes will result in six (6) line items that total the purchase:

Contract Base Vehicle Price:	\$0.00
OEM Options/Accessories (per vehicle):	\$0.00
Vendor Accessories/Upfit (per vehicle):	\$0.00
Transferred Equipment (per vehicle):	\$0.00
Trade in value:	\$0.00
Total Additional Incentives	\$0.00

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Purchase of Vehicles – VEH98

- Enter these line items in:
 - COMMBUYS: For a Purchase Order this can assist to ensure final, all-inclusive pricing as well as documenting the ordering date and anticipated delivery dates.
(NOTE: enter the vehicle ID for each entry)
 - MMARS: Where applicable, enter each quoted price for each line item (separation of Light/Medium Duty and Heavy Duty) – comparable lines – see below.
- **A Note About Quotes:** This contract contains specific pricing, but recommends multiple quotes from the list of vendors. When comparing quotes, confirm all charges are transparent and inclusive from all vendors.
 - *If every line item doesn't match from one vendor to the next ask why!*

Additional Services

Additional services are found on the "Misc. Upfit" Tab.

Instructions for MMARS Users

Commodity Line	Commodity	CL Description	Unit	Unit Price	Service Contract Amount
1	251000000000	Light / Medium Duty Base Vehicle		\$0.00	\$0.00
2	251000000000	Heavy Duty Base Vehicle		\$0.00	\$0.00
3	251900000000	Light / Medium Duty Accessories		\$0.00	\$0.00
4	251021000000	Heavy Duty Accessories		\$0.00	\$0.00
5	251917000000	Light Duty Upfit		\$0.00	\$0.00
6	251748000000	Heavy Duty Upfit		\$0.00	\$0.00
7	251700000000	Equipment Transfer		\$0.00	\$0.00
8	251000000000	Trade-In		\$0.00	\$0.00

Purchasing Through COMMBUYS

If you do not have one already, contact the COMMBUYS Help Desk to set up a COMMBUYS buyer account for your organization: (888)-627-8283 or COMMBUYS@mass.gov.

How to Purchase From VEH98 in COMMBUYS

Log into COMMBUYS, and use the Search box on the COMMBUYS header bar to locate the conversion vendor MBPO (PO-18-1080-OSD01-OSD13-12246), open/download the most current Quote form and Base Vehicle List. Submit the quote form to applicable vendor(s) to complete and return. When possible, process the PO via COMMBUYS.

COMMBUYS Requisition: Direct Release (Standard vehicle purchase)

This contract allows buyers to create a Release Requisition in COMMBUYS, submit the requisition for approval, and send the vendor a Release Purchase Order. For a description of how to complete in COMMBUYS, visit the [Job Aids for Buyers](#) webpage, open the *COMMBUYS Requisitions* section, and choose the *How to Create a Release Requisition and Purchase Order (Contract Purchase)* job aid.

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Purchase of Vehicles – VEH98

This process should be followed when minimal upfit or accessories are necessary and a quote can be created without a COMMBUYS bid and using all vendor submitted pricing. VEH98 always recommends getting multiple quotes.

COMMBUYS Requisition: Solicitation Enabled (Mini-Bid or Upfit for used/old vehicles)

This contract allows the buyer to solicit quotes from vendors who have MBPOs, or contracts in COMMBUYS. After creating the Requisition, the document can be converted to a Bid, and after approval, sent to selected vendors. This COMMBUYS functionality provides a mechanism to easily obtain quotes, as specified by the Contract. For a description of how to complete in COMMBUYS, visit the [Job Aids for Buyers](#) webpage, open the *COMMBUYS Purchase Orders* section, and choose the *How to Create a Solicitation Enabled Bid Using a Release Requisition* job aid.

Mini-Bid Information:

This process should be followed for the upfit of used/old vehicles or for the Mini-Bid feature. A Mini-Bid should be used when the buyer has either:

- a. An IMMEDIATE and IMMINENT need for a vehicle on the lot, OR
- b. A specific vehicle is NOT on the Contract and an alternate on Contract does not suffice,

ALL Mini-Bid solicitations MUST go through COMMBUYS and Contract Users must clearly state on the COMMBUYS bid what they need and why their need is immediate and imminent or the reason they are purchasing a vehicle not on contract. Once the winning quote is selected, we recommend that if the decision was not based on the lowest bid price, the Contract User clearly state the reasoning.

The intent of the Mini-Bid is to provide Contract Users the opportunity to purchase vehicles in rare and unique circumstances such as in emergencies or when a specific vehicle is not yet offered on contract. The Mini-Bid may also be used to acquire vehicles Off-the-Lot from Prequalified Dealers. All VEH98 contractors are automatically Prequalified Dealers for Mini-Bid purposes.

Environmentally Preferable Products (EPP)

This contract allows departments and political subdivisions to purchase fuel-efficient hybrid, battery-hybrid, electric, and bi-fuel vehicles for inclusion in their fleets. In 2016 the Fuel Efficiency Standards for State Fleets was issued requiring state agencies to purchase more fuel efficient vehicles and those using advanced technologies while also providing flexibility in meeting these requirements in recognition of diverse agency needs and changing technologies. It is recommended that MPG be taken into consideration when seeking vehicle replacement. Additionally, a review of possible tax incentives and/or Green Community initiatives should be considered in the decision making for a new vehicle.

Warranty

This will vary depending on the make and model of the vehicle. Confirm details as needed with the Vendor.

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Purchase of Vehicles – VEH98

If the Needed Product Can Not be Found

Contact the vendor(s) by manufacturer and cc david.sargeant@mass.gov for future consideration.

Strategic Sourcing Team Members

- Lisa Westgate (Inactive) – Operational Services Division
- Alex Giannantonio – Office of Vehicle Management
- Karen Rasnick – Office of Vehicle Management
- Chris Bouchard – Town of Becket

OSD is seeking additional members to join the team for the formation of the new contract to replace VEH98 at the end of the contract term (11/30/20). If interested, please contact david.sargeant@mass.gov

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OPERATIONAL SERVICES DIVISION

Purchase of Vehicles – VEH98

Vendor Information*

Vendor	COMMBUYS MBPO	Contact Person	Phone	Email	Manufacturers	1 - Passenger Cars	2 - Sport Utility Vehicles (SUVs)	3A - Light Duty Vans	3B - Heavy Duty Vans	4A - Light Duty Trucks	4B - Heavy Duty Trucks	5 - Special Service Vehicles (SSVs)	6 - Police Pursuit Vehicles (PPVs)	7 - Other	8 - Buses	9 - Excavators	10 - Loaders	11 - Dump Trucks	12 - Forklifts	13 - Tractors
ANDCO Inc dba Anderson Motors, Inc	PO-18-1080-OSD03-SRC01-12985	Jim Anderson	401-434-5900	jim@andersonmotors.com	Blue Bird, Micro Bird										X					
Ballard Mack Sales and Service, Inc	PO-18-1080-OSD03-SRC01-13372	Brian Buckley	508-559-0771	bbuckley@ballardmacks.com	HINO, ISUZU, MACK, VOLVO					X										
Boston Freightliner Inc	PO-18-1080-OSD03-SRC01-12394	Michael Lojano	617-389-0707	mlojano@bostonftl.com	Freightliner, Liebherr, New Holland						X					X	X			
Central Chrysler Jeep Dodge of Raynham	PO-16-1080-OSD01-OSD10-00000006263	Deborah Emery	508-823-0101 x4222	Demery@central.us	Chrysler, Dodge, Jeep, RAM	X	X	X		X	X	X	X							
Colonial Ford Inc. dba Colonial Municipal Group	PO-16-1080-OSD01-OSD10-00000006260	Clay Chase	774-283-6400	cchase@buycmg.com	Ford	X	X	X	X	X	X	X	X							
Colonial Ford of Marlboro	PO-18-1080-OSD03-SRC01-13514	Clay Chase	774-283-6400	cchase@buycmg.com	Ford	X	X	X		X	X	X	X							
Colonial Imports South Inc dba Colonial Municipal Group	PO-16-1080-OSD01-OSD10-00000006265	Clay Chase	774-283-6400	cchase@buycmg.com	Honda	X	X	X		X										

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OPERATIONAL SERVICES DIVISION

Purchase of Vehicles – VEH98

Vendor	COMIMBUYS MBPO	Contact Person	Phone	Email	Manufacturers	1 - Passenger Cars	2 - Sport Utility Vehicles (SUVs)	3A - Light Duty Vans	3B - Heavy Duty Vans	4A - Light Duty Trucks	4B - Heavy Duty Trucks	5 - Special Service Vehicles (SSVs)	6 - Police Pursuit Vehicles (PPVs)	7 - Other	8 - Buses	9 - Excavators	10 - Loaders	11 - Dump Trucks	12 - Forklifts	13 - Tractors
Colonial Nissan of Medford Inc dba Colonial Municipal Group	PO-16-1080-OSD01- OSD10-000000006264	Clay Chase	774-283-6400	cchase@buycmg.com	Nissan	X	X	X		X										
Colonial South Automotive, Inc dba Colonial Municipal Group	PO-16-1080-OSD01- OSD10-000000006262	Clay Chase	774-283-6400	cchase@buycmg.com	Chrysler, Dodge, Jeep, RAM	X	X	X		X	X	X								
Dario Diesel Service, Inc.	PO-18-1080-OSD03- SRC01-12395	Aldo Zegarelli	508-753-8177	azegarelli@Dariodiesel.com	Volvo, Hino						X									
Conversion Vendor***	PO-18-1080-OSD01- OSD13-12246	N/A	N/A	N/A	N/A															
Equipment East, LLC	PO-18-1080-OSD03- SRC01-13113	Giovanni Albanese	978-454-3320	giovanni@equipmenteast.com	Doosan, Keestrack, LiuGong, Multihog, Wacker Neuson, Yanmar									X			X	X	X	X
Gordon Chevrolet, Inc. dba Colonial Municipal Group	PO-16-1080-OSD01- OSD10-000000006261	Clay Chase	774-283-6400	cchase@buycmg.com	Chevrolet	X	X	X		X		X	X							
Harr Imports, Inc.	PO-17-1080-OSD03- SRC02-9066	David Eycleshymer	508-573-2614	deycleshymer@mhq.com																
Liberty Chevrolet, Inc.	PO-16-1080-OSD01- OSD10-000000006267	Kevin Nugent	781-287-7541	libertychev@heda.com	Toyota	X	X	X		X										
Manchester Sports Center Inc.	PO-16-1080-OSD01- OSD10-000000006268	Craig J. Peters	860-645-3100	craig.peters@manchesterhonda.com	Chevrolet	X	X	X		X		X								
					Honda	X	X	X		X										

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OPERATIONAL SERVICES DIVISION

Purchase of Vehicles – VEH98

Vendor	COMMBUYS MBPO	Contact Person	Phone	Email	Manufacturers	1 - Passenger Cars	2 - Sport Utility Vehicles (SUVs)	3A - Light Duty Vans	3B - Heavy Duty Vans	4A - Light Duty Trucks	4B - Heavy Duty Trucks	5 - Special Service Vehicles (SSVs)	6 - Police Pursuit Vehicles (PPVs)	7 - Other	8 - Buses	9 - Excavators	10 - Loaders	11 - Dump Trucks	12 - Forklifts	13 - Tractors
Marcotte Ford	PO-18-1080-OSD03-SRC01-13511	Rich White	413-536-1900	rwhite@marcotteford.com	Ford	X	X	X		X	X		X							
Master Contract Record**	PO-20-1080-OSD03-SRC3-17230	N/A	N/A	N/A	N/A															
MHQ	PO-16-1080-OSD01-OSD10-00000006852	David Eycleshymer	508-573-2614	deycleshymer@hq.com	Ford	X	X	X	X	X	X	X								
Milford Nissan	PO-16-1080-OSD01-OSD10-00000006266	Guy Bedau	774-462-3035	gbedau@milfordnissan.com	Nissan	X	X	X		X										
Mirak Chevrolet Hyundai Inc	PO-16-1080-OSD01-OSD10-00000006259	Justin Lonjoy	781-641-6855	Justin@mirak.com	Chevrolet, Hyundai	X	X	X		X		X	X							
Monroe Tractor of New England	PO-18-1080-OSD03-SRC01-12393	Charles Miller	508-845-4343	cmiller@monroetractor.com	Case								X	X	X				X	
New England Wheels	PO-18-1080-OSD03-SRC01-13283	Paul LaRose	978-600-0495	plarose@newenglandwheels.com	Ford, RAM		X								X					
Tri State Truck Center, Inc.	PO-18-1080-OSD03-SRC01-12392	Richard Coutu	508-735-2835	rcoutu@tristatetruckcenter.com	Freightliner, Western Star						X									

*Note that COMMBUYS is the official system of record for vendor contact information.

**The Master Contract Record MBPO is the central repository for contract files

***The Conversion Vendor MBPO is used to solicit quotes from multiple vendors

NOTE: Contract User Guides are updated regularly. Print copies should be compared against the current version posted on mass.gov/osd.

Updated: August 19, 2019

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Townsend Water Department

Balances Due on 06/30/2020 (Using Payment ENTRY Dates)

From Account # 0001 to Account # 70000

07/08/2020

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EasyBill 32

Account #	Name	Balance	Days		Over 90	Over 120
			Current	Over 30		
0660	CALIRI MARK	885.67	0.00	0.00	99.92	785.75
	BILL: 2 MAPLEWOOD DRIVE	SVC: 2 MAPLEWOOD DRIVE TOWNSEND				
0970	PARKER JEFFREY	539.46	0.00	0.00	99.59	439.87
	BILL: 2 WALNUT STREET	SVC: 2 WALNUT STREET TOWNSEND				
1270	SANTOSUOSSO JOHN & KIM	552.55	0.00	0.00	99.76	452.79
	BILL: 23 WALNUT STREET	SVC: 23 WALNUT STREET TOWNSEND				
1460	DAGENAIS RICH	743.75	0.00	0.00	74.16	669.59
	BILL: 14 SYCAMORE DRIVE	SVC: 14 SYCAMORE DRIVE TOWNSEND				
1990	KROHN AMANDA	701.64	0.00	0.00	244.14	457.50
	BILL: 15 CEDAR CIRCLE	SVC: 15 CEDAR CIRCLE TOWNSEND				
2030	WILSON RUSSELL	599.55	0.00	0.00	64.53	535.02
	BILL: 27 BALSAM DRIVE	SVC: 27 BALSAM DRIVE TOWNSEND				
2070	JONES LINDA	532.83	0.00	0.00	83.61	449.22
	BILL: 19 BALSAM DRIVE	SVC: 19 BALSAM DRIVE TOWNSEND				
2320	LIDDELL MICHAEL	865.27	0.00	0.00	191.26	674.01
	BILL: 56 MAPLEWOOD DRIVE	SVC: 56 MAPLEWOOD DRIVE TOWNSEND				
2950	SANTOS HOLLY	600.00	0.00	0.00	75.40	524.60
	BILL: 49 ASH STREET	SVC: 49 ASH STREET TOWNSEND				
2990	GARVEY CHAD	840.26	0.00	0.00	593.09	247.17
	BILL: PO BOX 463	SVC: 41 ASH STREET TOWNSEND				
3140	TAYLOR MARY	540.42	0.00	0.00	47.59	492.83
	BILL: UNIT A103	SVC: FLORIDA IN WINTER 81 MAPLEWOOD				
3270	JAMES DANIEL	1,009.54	0.00	0.00	129.22	880.32
	BILL: 65 ASH STREET	SVC: 65 ASH STREET TOWNSEND				
3440	FERNANDEZ JILLIAN	682.87	0.00	0.00	102.07	580.80
	BILL: 99 ASH STREET	SVC: 99 ASH STREET TOWNSEND				
3510	BARRY BRIAN	605.28	0.00	0.00	341.40	263.88
	BILL: 1 OAK CIRCLE	SVC: 1 OAK CIRCLE TOWNSEND				
3620	LOPEZ TONY	523.56	0.00	0.00	127.24	396.32
	BILL: 20 PONDEROSA DRIVE	SVC: 20 PONDEROSA DRIVE TOWNSEND				
3780	LANDRY JAMES	648.13	0.00	0.00	113.66	534.47
	BILL: 82 MAPLEWOOD DRIVE	SVC: 82 MAPLEWOOD DRIVE TOWNSEND				
4170	ROBINSON STEPHEN	517.36	0.00	0.00	115.31	402.05
	BILL: 5 PONDEROSA DRIVE	SVC: 5 PONDEROSA DRIVE TOWNSEND				
4180	ARBUCKLE EDWARD	620.92	0.00	0.00	112.53	508.39
	BILL: 3 PONDEROSA DRIVE	SVC: 3 PONDEROSA DRIVE TOWNSEND				
4300	HAGAR ALLISON	678.31	0.00	0.00	105.25	573.06
	BILL: TOWNSEND	SVC: 24 HICKORY DRIVE TOWNSEND				
4630	MCCARTHY KEVIN & DOROTHY	520.23	0.00	0.00	259.90	260.33
	BILL: 13 VIRGO LANE	SVC: 13 VIRGO LANE TOWNSEND				
60063	C N CUSTOM CABINETS	698.97	0.00	0.00	385.13	313.84
	BILL: 365 MAIN STREET	SVC: 365 MAIN STREET W TOWNSEND				
60124	VFW POST NO 6538	912.75	0.00	0.00	88.68	824.07
	BILL: P.O. BOX 207	SVC: METER PIT 491A MAIN STREET				
60213	PERRY RONALD J.	708.70	0.00	0.00	156.50	552.20
	BILL: 2 HORSESHOE DRIVE	SVC: 2 HORSESHOE DRIVE W TOWNSEND				

Townsend Water Department

Balances Due on 06/30/2020 (Using Payment ENTRY Dates)

From Account # 0001 to Account # 70000

07/08/2020

Page: 2

Days

EasyBill 32

Account #	Name	Balance	Current	Over 30	Over 90	Over 120
60307	KEESEE JOHN BILL: 18 WEST ELM STREET	585.04	0.00	0.00	59.60	525.44
	SVC: 18 WEST ELM STREET W TOWNSEND					
60356	HUSSEY SHIRLEY A. BILL: 56 MASON ROAD	778.31	0.00	0.00	124.39	653.92
	SVC: 56 MASON ROAD W TOWNSEND					
60364	HOLLINS STEPHEN BILL: 59 MAPLE STREET	579.98	0.00	0.00	106.02	473.96
	SVC: 12 CANAL STREET W TOWNSEND					
60416	PERLA ELIZABETH ROUSSEAU BILL: 300 MAIN STREET	532.88	0.00	0.00	112.44	420.44
	SVC: 300 MAIN STREET TOWNSEND					
60494	BOYDEN WILLIAM BILL: 30 MOHAWK DRIVE	611.05	0.00	0.00	68.63	542.42
	SVC: 31 TURNPIKE ROAD TOWNSEND					
60575	BOUTWELL JOHN J. BILL: 4 SCHOOL STREET	688.80	0.00	0.00	114.42	574.38
	SVC: 4 SCHOOL STREET TOWNSEND					
60610	BRENNAN AMY & TONY BILL: PO BOX 373	535.96	0.00	0.00	256.02	279.94
	SVC: 17 BROOKLINE STREET TOWNSEND					
60613	FLYNN PETER M BILL: 25 BROOKLINE STREET	557.70	0.00	0.00	76.88	480.82
	SVC: 25 BROOKLINE STREET TOWNSEND					
60705	FARRAR JOHN BILL: 67 HIGHLAND STREET	521.46	0.00	0.00	137.17	384.29
	SVC: 67 HIGHLAND STREET TOWNSEND					
60722	BROUILLETTE ROBERT W. BILL: 79 HIGHLAND STREET	555.37	0.00	0.00	62.01	493.36
	SVC: 79 HIGHLAND STREET TOWNSEND					
60776	WEBBER STEVEN BILL: 56 SOUTH WOODY HILL ROAD	950.78	0.00	0.00	170.15	780.63
	SVC: 27 HIGHLAND STREET TOWNSEND					
60939	RODRIGUEZ HILCIA BILL: 146 MAIN STREET	648.15	0.00	0.00	86.97	561.18
	SVC: 146 MAIN STREET TOWNSEND					
60983	KILBANE BRIAN BILL: 21 WARREN ROAD	531.44	0.00	0.00	153.98	377.46
	SVC: 21 WARREN ROAD TOWNSEND					
61022	FEDEQ NL004 LLC BILL: ONE BURLINGTON WOODS DRIVE	1,657.00	0.00	0.00	1,657.00	0.00
	SVC: BAILEY'S RESTAURANT TOWNSEND					
61024	FEDEQ NL004 LLC. BILL: ONE BURLINGTON WOODS DRIVE	1,861.50	0.00	0.00	1,861.50	0.00
	SVC: 18 MAIN ST RITE AID PHARMACY TOWNSENI					
61044	DIMOPOULOS YESENIA BILL: 2 SHIRLEY ROAD	753.07	0.00	0.00	92.92	660.15
	SVC: 2 SHIRLEY ROAD TOWNSEND					
61104	STUART MICHAEL BILL: 14 REAGAN ROAD	802.17	0.00	0.00	89.34	712.83
	SVC: 14 REAGAN ROAD TOWNSEND					
61181	CALLAHAN STEPHEN BILL: 5 HARBOR TRACE ROAD	629.90	0.00	0.00	125.95	503.95
	SVC: 5 HARBOR TRACE ROAD TOWNSEND					
61222	DUNKLEE KATHERINE BILL: 18 BLOOD ROAD	593.95	0.00	0.00	101.53	492.42
	SVC: 18 BLOOD ROAD TOWNSEND					
61240	COBLEIGH MICHELLE BILL: 63 SPAULDING STREET	525.26	0.00	0.00	200.90	324.36
	SVC: 63 SPAULDING STREET TOWNSEND					
61269	FORTUNATI NICOLE BILL: 44 SPAULDING STREET	597.16	0.00	0.00	104.18	492.98
	SVC: 44 SPAULDING STREET TOWNSEND					
61306	MITCHELL ROBERT BILL: 21 EMERY ROAD	609.88	0.00	0.00	181.70	428.18
	SVC: 21 EMERY ROAD TOWNSEND					
61323	HOLMES KEITH BILL: 32 EMERY ROAD	658.36	0.00	0.00	85.80	572.56
	SVC: 32 EMERY ROAD TOWNSEND					

Townsend Water Department

Balances Due on 06/30/2020 (Using Payment ENTRY Dates)

From Account # 0001 to Account # 70000

07/08/2020

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Days

EasyBill 32

Account #	Name	Balance	Current	Over 30	Over 90	Over 120
61365	SIDELINGER SCOTT	1,073.19	0.00	0.00	140.01	933.18
	BILL: 12 SUMAC DRIVE	SVC: 12 SUMAC DRIVE TOWNSEND				
61414	WOLFGANG DAVID	776.71	0.00	0.00	102.45	674.26
	BILL: 1 PEACH LANE	SVC: 1 PEACH LANE TOWNSEND				
61502	DAVIE EVAN & JENNIFER	992.38	0.00	0.00	83.02	909.36
	BILL: 8 PETER J DRIVE	SVC: 8 PETER J DRIVE TOWNSEND				
61507	EVICCI BRIAN	593.68	0.00	0.00	131.08	462.60
	BILL: 17 TODD DRIVE	SVC: 17 TODD DRIVE TOWNSEND				
61540	SMITH FRED W.	978.16	0.00	0.00	115.13	863.03
	BILL: 33 EDWARD ROAD	SVC: 33 EDWARD ROAD TOWNSEND				
61613	PURCELL JOHN	723.61	0.00	0.00	85.05	638.56
	BILL: 31 PROCTOR ROAD	SVC: 31 PROCTOR ROAD TOWNSEND				
61685	FLORES JOSUE & SARAH	922.19	922.19	0.00	0.00	0.00
	BILL: 18 BRIDLE PATH	SVC: 18 BRIDLE PATH WEST TOWNSEND				
Total:		38,353.11	922.19	0.00	10,396.18	27,034.74
Count:		53	1	0	52	50

6.6

FISCAL YEAR 20 SUMMARY
TOWNSEND WATER DEPARTMENT - ACCOUNTS RECEIVABLE
 June 30, 2020

UNCOLLECTED FROM JUNE 30, 2019

89,610.77

<u>CHARGED</u>	<u>07/01/19</u>	<u>06/30/20</u>	<u>6/30/2020</u>	<u>Previous Balance</u>	<u>Total</u>	
USER CHARGES			507.00	954,339.00	954,846.00	
SERVICE CHARGES			1,874.38	25,340.61	27,214.99	
CONNECTION CHARGES			2,000.00	13,600.00	15,600.00	
LATE CHARGES			0.00	16,385.92	16,385.92	
BACKFLOW			0.00	9,750.00	9,750.00	
SUBTOTAL			4,381.38			
TOTAL CHARGES						1,023,796.91
						1,113,407.68
<u>RECEIVED</u>	<u>07/01/19</u>	<u>06/30/20</u>	<u>6/30/2020</u>			
USER CHARGES			13,581.15	915,562.32	929,143.47	
SERVICE CHARGES			1,532.27	24,623.09	26,155.36	
CONNECTION CHARGES			2,000.00	13,600.00	15,600.00	
LATE CHARGES			490.54	14,418.32	14,908.86	
BACKFLOW			901.10	8,515.00	9,416.10	
SUBTOTAL			18,505.06			
TOTAL RECEIPTS						995,223.79
SENT TO LIEN						26,436.35
LIENS COLLECTED						
ABATEMENTS						-151.20
ADJUSTMENTS						-1,934.36
AJD TO MASTER						
UNCOLLECTED						93,833.10
						1,113,407.68

OUTSTANDING:

USER CHARGES	83,956.22
SERVICE CHARGES	4,298.88
CONNECTION CHARGES	0.00
LATE CHARGES	4,631.41
BACKFLOW	946.59
TOTAL OUTSTANDING	93,833.10

Townsend Water Department
Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Ju...	Budget	\$ Over Bud...
Ordinary Income/Expense			
Income			
5000 cost of goods	6,553.29	0.00	6,553.29
Service	0.00	0.00	0.00
Total Income	7,303.29	0.00	7,303.29
Gross Profit	6,574.73	0.00	6,574.73
Expense			
061.000 · General Operations 000			
061.001 · Personal Services 1			
5100 · Salaries & Wages-Water Super	43,362.08	69,129.00	-25,766.92
5110 · Salary & Wages-Oper Staff	161,740.54	175,227.00	-13,486.46
5112 · Salary & Wages-Support Staff	59,957.16	63,821.00	-3,863.84
5130 · Additional Gross	9,700.31	14,240.00	-4,539.69
5134 · Additional Gross-Reg&SpecOnc...	13,900.00	19,770.00	-5,870.00
5190 · Other Stipened-Longevity	3,700.00	2,700.00	1,000.00
5191 · Other - Stipend BOWC	0.00	3.00	-3.00
5192 · Other-Certification/Stipend	1,500.00	1,500.00	0.00
5193 · Retirement Benefit	0.00	2,000.00	-2,000.00
5195 · Other-Clothing Allowance	600.00	600.00	0.00
5197 · Vehicle Allowance -Super	0.00	6,000.00	-6,000.00
5198 · Snow Storm Stipend	3,000.00	4,000.00	-1,000.00
Total 061.001 · Personal Services 1	297,460.09	358,990.00	-61,529.91

Townsend Water Department
Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Ju...	Budget	\$ Over Bud...
061.002 · Purchased Services 2			
5210 · Energy	85,680.06	70,000.00	15,680.06
5240 · Repair & Maint Building	17,326.54	25,000.00	-7,673.46
5245 · Repair & Maint Equipment	20,698.93	20,000.00	698.93
5245006 · Repair & Maintain Equip SC...	13,351.76	15,000.00	-1,648.24
5245007 · Repair & Maintain-Distribution	26,800.00	27,000.00	-200.00
5270 · Rentals	315.00	1,000.00	-685.00
Total 061.002 · Purchased Services 2	164,172.29	158,000.00	6,172.29
061.003 · Purchased Services 3			
5300-02 · Proff Legal Expense	0.00	12,000.00	-12,000.00
5300 · Professional Services	86,138.63	85,000.00	1,138.63
5300100 · Proff Service Backflow	10,100.00	6,000.00	4,100.00
5340 · Communication	15,230.16	17,600.00	-2,369.84
5380 · Other Services	0.00	2,600.00	-2,600.00
Total 061.003 · Purchased Services 3	111,468.79	123,200.00	-11,731.21
061.004 · Purchased Supplies 4			
5420 · Office Supplies	2,588.76	5,000.00	-2,411.24
5430 · Building Supplies	1,157.92	1,500.00	-342.08
5435 · Equipment Maint Supplies	324.89	1,500.00	-1,175.11
5460 · Groundskeeping Supplies	134.52	500.00	-365.48
5480 · Vehicular Supplies	5,520.29	8,000.00	-2,479.71
Total 061.004 · Purchased Supplies 4	9,726.38	16,500.00	-6,773.62
061.005 · Purchased Supplies 5			
5530 · Public Works Supplies	41,222.83	35,000.00	6,222.83
5531 · Chemicals	19,804.64	23,000.00	-3,195.36
5580 · Other Supplies	11.48	1,000.00	-988.52
5585 · Clothing Allowance	1,768.87	5,000.00	-3,231.13
Total 061.005 · Purchased Supplies 5	62,807.82	64,000.00	-1,192.18

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07/10/20

Accrual Basis

Townsend Water Department
Budget vs. Actual
 July 2019 through June 2020

	Jul '19 - Ju...	Budget	\$ Over Bud...
061.007 · Other Charges & Exp 7			
5710 · Travel/mileage-in state	1,234.48	1,100.00	134.48
5720 · Out of State Travel	0.00	100.00	-100.00
5730 · Dues and Memberships	3,533.36	2,000.00	1,533.36
5780 · Other Charges	412.74	500.00	-87.26
5785 · Water Assessment D.E.P.	1,665.74	2,000.00	-334.26
5850 · New Equipment	9,383.80	10,000.00	-616.20
Total 061.007 · Other Charges & Exp 7	16,230.12	15,700.00	530.12
061.400 · Special Projects 400			
5012 · System Enhancement	30,882.44	144,328.64	-113,446.20
5805 · Meadow Rd Main Replacement	149,952.20	198,400.00	-48,447.80
5895 · Main Line Gate/Valve Replacement	222,440.02	60,000.00	162,440.02
5902-18 · Main St Cleaning	0.00	0.00	0.00
Total 061.400 · Special Projects 400	403,274.66	402,728.64	546.02
061.500 · Special Articles 500			
5000 · Water Oper Emergency Res Fund	0.00	0.00	0.00
5005-18 · Update Master Plan	25,000.00	50,000.00	-25,000.00
5020 · Storage Tank Maintenance	8,685.00	13,883.40	-5,198.40
5092-15 · Water-CIP-VFD&Elec SVS Pu...	0.00	12,426.44	-12,426.44
5600 · Prior Year Encumbrance	7,107.97	11,611.30	-4,503.33
5803-19 · Generator 540 Main St	0.00	30,000.00	-30,000.00
5804-17 · Witches Brook Repairs	0.00	40,000.00	-40,000.00
5805-15 · Water Meter Replacements	0.00	0.00	0.00
5809-17 · Highland Street Storage Tank	0.00	75,000.00	-75,000.00
Total 061.500 · Special Articles 500	90,393.27	232,921.14	-142,527.87
Total 061.000 · General Operations 000	1,157,086.42	1,372,039.78	-214,953.36

Townsend Water Department
Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Ju...	Budget	\$ Over Bud...
061.009 · Debt Service 9			
5910 · Long Term Debt-East Side Phase1	37,210.00	37,210.00	0.00
5911 · Long Term Debt-East Side Ph 2	53,007.31	53,008.00	-0.69
5920 · Long term Interest-Phase1	2,767.98	5,163.86	-2,395.88
5921 · Long Term Int East Side Ph2	4,552.87	8,575.67	-4,022.80
5925-01 · Int Temp Loans/Bond Iss Fee	21,488.28	23,300.27	-1,811.99
5975 · Intermunicipal Agreement	0.00	280,935.20	-280,935.20
Total 061.009 · Debt Service 9	119,026.44	408,193.00	-289,166.56
063.400 · Projects			
5805-18 · West End-Water Main	682,081.59	970,400.00	-288,318.41
Total 063.400 · Projects	682,081.59	970,400.00	-288,318.41
Total Expense	1,958,194.45	2,750,632.78	-792,438.33
Net Ordinary Income	-1,951,619.72	-2,750,632.78	799,013.06
Net Income	-1,951,619.72	-2,750,632.78	799,013.06