



1.5

TOWNSEND WATER DEPARTMENT
540 Main Street West Townsend, Massachusetts 01474

Nathan Mattila, Chairman
David Vigeant, Superintendent

Todd Melanson, Vice-Chairman
(978) 597-2212

Michael MacEachern, Clerk
Email water@townsendwater.org

WATER COMMISSIONERS MEETING MINUTES

February 8, 2021 - 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/84815469220?pwd=aFZvMXhERGVCU1NYOTMrelg5R0lQZz09>

Meeting ID: 848 1546 9220 Password: 863053 Log on Monday February 8, 2021 at 6:00 P.M. to participate.

I. PRELIMINARIES:

- 1.1 TM called the meeting to order at 6:06 PM by Zoom.
- 1.2 TM announced that the meeting is being audio recorded and recorded on Zoom.
- 1.3 Roll call showed members present: Todd Melanson (TM)-Vice Chairman, Michael MacEachern (MM)-Clerk, Nathan Mattila (NM)-Chairman was absent. Roll call showed citizens present: David Vigeant (DV)-Water Superintendent and Mistie Demazure-Office Assistant.
- 1.4 Chairman's additions or deletions. None
- 1.6 Review correspondence. None available.

II. APPOINTMENTS-VOTES MAY BE TAKEN

2.1

III. MEETING BUSINESS-VOTES MAY BE TAKEN:

- 3.1 Update/Discuss Cross Charge Agreement. TM is checking on the administrative costs involved in the charges. Because the budget needs to be submitted, he is ok with approving it, pending that information.
- 3.2 Discuss/Review Master Plan. No updates.
- 3.3 Update/Discuss Billing Software-Vadar. No updates.
- 3.4 Update/Discuss COVID-19. MM was concerned about wearing masks and having good practices in place. DV said that everyone has been provided with reusable masks for the office.
- 3.5 Abate acct 61448, Townsend Police \$26.79, customer is disputing late fees. MM motioned to approve the abatement of account 61448 for \$26.70. TM seconded. Unanimous vote.
- 3.6 Review/Discuss Meter installation, readings, and coding for larger meters. Several meters were mis-coded, leading to incorrect billing. More than half have been corrected. Discussion about whether they should be back charged or not will be discussed at a later meeting.
- 3.7 Update/Discuss FY22 revenue review for budgeting. TM motioned to approve the proposed budget with the caveat that if there are any issues found with the administrative fees in the cross charges, it can be adjusted. MM seconded. Unanimous vote.
- 3.8 Review/Discuss Updated SOP's. No update.
- 3.9 Update/Discuss PFAS testing. No update.
- 3.10 Update/Discuss Job descriptions. These are in discussions with the union. The BOWC will be able to review them before final approval.

IV. COMMISSIONERS UPDATES AND REPORTS-VOTES MAY BE TAKEN:

4.1 Discuss Comp Time. MM will follow up with DV regarding his concerns.

V. SUPERINTENDENT'S UPDATES AND REPORTS-VOTES MAY BE TAKEN:

5.1 Update/Discuss on Cross St Well. A daytank will be installed before anything else can happen, but the electric needs to be gone through before anything can be started.

5.2 Update/Discuss Main Street Station. Going through permitting. More than likely it will begin in March.

5.3 Update/Discuss Highland Storage Tank. Waiting until spring.

5.4 Review/Discuss Holiday/On-Call stipend. Resolved.

5.5 Discuss/Update on Meters and Hydrants. Updating meters in Municipal buildings and businesses.

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

6.1 Schedule next BOWC meeting. Mistie will send an email to schedule the next meeting.

6.2 The Board reviewed and signed Bills Payable Warrants.

6.3 The Board reviewed and signed January's Schedule of Bills Receivable report.

6.4 The Board reviewed the Accounts Receivable Report.

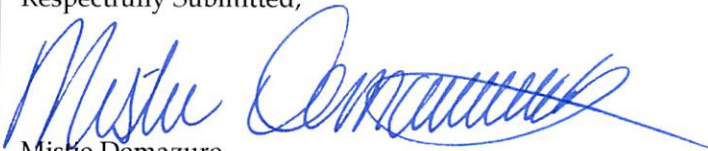
6.5 The Board Reviewed year to date expenditures.

ADJOURNMENT:

TM motioned to review, and sign Bills Payable Warrants and November's Schedule of Bills Receivable report out of session. MM seconded. Unanimous vote.

TM adjourned the Board of Water Commissioners meeting at 6:50PM. MM seconded. Unanimous vote.

Respectfully Submitted,



Mistie Demazure

Office Assistant

Townsend Water Department

Brenda Boudreau

From: Marcie Furlong <mfurlong@townsendpd.org>
Sent: Wednesday, January 13, 2021 9:09 AM
To: Water
Subject: Re: VOUCHER

Good morning,

We would like to request the late fees on our account be removed. Both the \$26.01 charge as well as the \$.39 charge totalling \$26.40. Our department had notified the Water department that we wanted to look into the amount of the water bill to see if there was a leak or other issue with running as the bill seemed unusually high. Upon meeting with members of the water department and learning that bill was accurate we did promptly process that bill for payment through town hall. Please understand this goes through the process of being on a town warrant for payment. We requestfully ask that the charges be removed as this was a special circumstance and was promptly paid after deemed a correct bill. Please contact me if you have any further questions.

Thank you,

Marcie Furlong

Another 39¢ was added on 1/4 totaling 26.79

On Wed, Jan 13, 2021 at 9:00 AM Water <water@townsendwater.org> wrote:

Hi Marcie,

The total is ~~26.40~~ not 26.01 please resend

Thanks,

Brenda 😊

From: Marcie Furlong <mfurlong@townsendpd.org>
Sent: Wednesday, January 13, 2021 8:55 AM
To: Water <water@townsendwater.org>
Subject: Fwd: VOUCHER

Good morning,

3.6

Water Underbilling

5 Turnpike building 1 Country Estates; problem, coded as a .75 inch meter, the meter is 1.5 inches, customer was only charged for 10% of the water.

Last bill for water usage was \$116.65 Should have been \$1166.40 the difference is \$1049.76. The coding was corrected and will now be billed correctly.

The total back owed is \$10464.

Going forward \$4000 per year.

198 Main St Sterlite; problem , coded as a .75inch meter, the meter is a 2inch meter, customer was only charge for 10% of the water.

Last bill for water usage was \$1356.48, should have been \$13564.80, the difference is \$12208.32.

The total back owed \$29314.10.

19 Main st High School 6 meters.

3inch compound; last read 4 cu feet should have been 40. Missed revenue lost last quarter \$155.52. Total revenue lost \$4942.08.

.75 inch compound no problems

1.5 Irrigation meter; Missed revenue last quarter \$6100. Total lost revenue \$38880.

2inch field house; missed coded very little usage. Account inactive no sports in school. Total revenue lost \$77.76.

1 inch Maintenance building; no problems.

2in athletic field Irrigation meter; inactive in 2016 meter replaced post construction never read. Total revenue lost \$7382

Total quarterly lost \$20500

Unaccounted for water 354,953 gallons recovered per quarter

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Account	FY21 Budget	Proposed FY22 Budget	% Change	
Ordinary Income/Expense				
Expense				
061.000 · General Operations 000				
061.001 · Personal Services 1				
5100 · Salaries & Wages-Water Super	\$110,000.00	\$97,000.00	-11.82%	
5110 · Salary & Wages-Oper Staff	\$168,135.55	\$180,000.00	7.06%	
5112 · Salary & Wages-Support Staff	\$70,624.22	\$90,000.00	27.44%	
5130 · Additional Gross	\$14,240.00	\$16,000.00	12.36%	
5134 · Additional Gross-Reg&SpecOncall	\$20,363.10	\$30,000.00	47.33%	
5190 · Other Stipened-Longevity	\$1,200.00	\$1,200.00	0.00%	
5191 · Other - Stipend BOWC	\$3.00	\$3.00	0.00%	
5192 · Other-Certification/Stipend	\$1,500.00	\$2,500.00	66.67%	
5193 · Retirement Benefit	\$-	\$-	0.00%	
5195 · Other-Clothing Allowance	\$-	\$600.00		
5197 · Vehicle Allowance -Super	\$-	\$13,000.00		Stipends
5198 · Snow Storm Stipend	\$4,000.00	\$4,000.00	0.00%	
Total 061.001 · Personal Services 1	\$390,065.87	\$434,303.00	11.34%	
061.002 · Purchased Services 2				
5210 · Energy	\$80,000.00	\$90,000.00	12.50%	
5240 · Repair & Maint Building	\$50,000.00	\$50,000.00	0.00%	
5245 · Repair & Maint Equipment	\$40,000.00	\$40,000.00	0.00%	
5245006 · Repair & Maintain Equip SCADA	\$10,500.00	\$10,500.00	0.00%	
5245007 · Repair & Maintain-Distribution	\$30,000.00	\$60,000.00	100.00%	
5270 · Rentals	\$1,050.00	\$1,500.00	42.86%	
Total 061.002 · Purchased Services 2	\$211,550.00	\$252,000.00	19.12%	
061.003 · Purchased Services 3				
5300-02 · Proff Legal Expense	\$12,000.00	\$0.00	-100.00%	Close out
5300 · Professional Services	\$63,000.00	\$90,000.00	42.86%	
5300100 · Proff Service Backflow	\$9,500.00	\$9,500.00	0.00%	
5340 · Communication	\$21,000.00	\$21,000.00	0.00%	
5380 · Other Services	\$2,730.00	\$2,730.00	0.00%	
Total 061.003 · Purchased Services 3	\$108,230.00	\$123,230.00	13.86%	
061.004 · Purchased Supplies 4				
5420 · Office Supplies	\$5,250.00	\$6,000.00	14.29%	
5430 · Building Supplies	\$1,575.00	\$2,000.00	26.98%	
5435 · Equipment Maint Supplies	\$1,575.00	\$0.00	-100.00%	Combine
5460 · Groundskeeping Supplies	\$525.00	\$1,000.00	90.48%	
5480 · Vehicular Supplies	\$9,000.00	\$10,575.00	17.50%	Combine
Total 061.004 · Purchased Supplies 4	\$17,925.00	\$19,575.00	9.21%	
061.005 · Purchased Supplies 5				
5530 · Public Works Supplies	\$55,000.00	\$100,000.00	81.82%	
5531 · Chemicals	\$24,150.00	\$26,000.00	7.66%	
5580 · Other Supplies	\$1,050.00	\$1,050.00	0.00%	

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5585 · Clothing Allowance	\$5,250.00	\$5,250.00	0.00%	
Total 061.005 · Purchased Supplies 5	\$85,450.00	\$132,300.00	54.83%	
061.007 · Other Charges & Exp 7				
5710 · Travel/mileage-in state	\$1,155.00	\$1,155.00	0.00%	
5720 · Out of State Travel	\$-	\$-	0.00%	
5730 · Dues and Memberships	\$4,300.00	\$8,000.00	86.05%	
5780 · Other Charges	\$525.00	\$525.00	0.00%	
5785 · Water Assessment D.E.P.	\$2,200.00	\$2,200.00	0.00%	
5850 · New Equipment	\$10,500.00	\$10,000.00	-4.76%	
Total 061.007 · Other Charges & Exp 7	\$18,680.00	\$21,880.00	17.13%	
061.400 · Special Projects 400				
5012 · System Enhancement	\$122,632.92	\$122,632.92	0.00%	
5805 · Meadow Rd Main Replacement	\$41,435.98	\$0.00	-100.00%	Close out
5895 · Main Line Gate/Valve Replacemen	\$60,000.00	\$75,000.00	25.00%	Gate/Hydrant
5902-18 · Main St Cleaning	\$-	\$-	0.00%	
Total 061.400 · Special Projects 400	\$224,068.90	\$197,632.92	-11.80%	
061.500 · Special Articles 500				
5000 · Water Oper Emergency Res Fund	\$-	\$-	0.00%	
5005-18 · Update Master Plan	\$25,000.00	\$0.00	-100.00%	Close out
5020 · Storage Tank Maintenance	\$5,198.40	\$5,198.40	0.00%	
5803-19 · Generator 540 Main St	\$30,000.00	\$0.00	-100.00%	Close out
5804-16 · Upgrade Witches Brook	\$40,000.00	\$0.00	-100.00%	Close out
5809-17 · Highland Street Storage Tank	\$75,000.00	\$0.00	-100.00%	Close out
5895-21 · Witches Brook Daytank	\$75,000.00	\$0.00	-100.00%	Close out
590218 · STM ART Utility Billing	\$18,000.00	\$0.00	-100.00%	Close out
Total 061.500 · Special Articles 500	\$268,198.40	\$5,198.40	-98.06%	
Total 061.000 · General Operations 000	\$1,324,168.17	\$1,186,119.32	-10.43%	
061.009 · Debt Service 9				
5910 · Long Term Debt-East Side Phase1	\$37,962.00	\$37,962.00	0.00%	
5911 · Long Term Debt-East Side Ph 2	\$54,078.00	\$54,078.00	0.00%	
5920 · Long term Interest-Phase1	\$4,412.00	\$4,412.00	0.00%	
5921 · Long Term Int East Side Ph2	\$7,505.00	\$7,505.00	0.00%	
Total 061.009 · Debt Service 9	\$103,957.00	\$103,957.00	0.00%	
063.400 · Projects				
5895-18 · West End-Water Main	\$70,884.23	\$0.00	-100.00%	Close out
Total 063.400 · Projects	\$70,884.23	\$0.00	-100.00%	
Main St Well		\$350,000.00		Addition
Transit Van		\$70,000.00		Addition
Total Expense	\$1,499,009.40	\$1,710,076.32	14.08%	

4.1

Date	Hours Earned	Hours Taken	Balance	Description
7/1/2020			8.75	Balance forward-Must be used by 12/31 per
7/13/2020	2.75		11.5	BOWC Meeting
7/21/2020	0.5		12	Cover office for Brenda
7/28/2020	2.5		14.5	BOWC Meeting
8/4/2020	1.5		16	BOWC Meeting
8/5/2020	0.5		16.5	Cover office for Brenda
8/11/2020	0.5		17	Cover office for Brenda
8/14/2020	0.5		17.5	Cover office for Brenda
8/17/2020	0.5		18	Cover office for Brenda
8/18/2020	2		20	AM-Cover office PM-BOWC meeting
8/31/2020	0.75		20.75	Download meter readings
9/1/2020	0.5		21.25	Cover office for Brenda
9/2/2020	0.5		21.75	Cover office for Brenda
9/3/2020	0.5		22.25	Cover office for Brenda
9/8/2020	0.5		22.75	Cover office for Brenda
9/9/2020	0.5		23.25	Cover office for Brenda
9/10/2020	1		24.25	AM-Cover office PM-prepare BOWC meeting
9/11/2020	0.5		24.75	Cover office for Brenda
9/14/2020	3		27.75	AM-Cover office PM-BOWC meeting
9/15/2020	0.75		28.5	Cover office for Brenda
9/16/2020	1		29.5	AM-Cover Office PM-Last minute customer c
9/21/2020	0.5		30	Cover office for Brenda
9/22/2020	0.5		30.5	Cover office for Brenda
9/23/2020	0.5		31	Cover office for Brenda
9/28/2020	0.75		31.75	Cover office for Brenda
9/29/2020	0.5		32.25	Cover office for Brenda
9/30/2020	0.5		32.75	Cover office for Brenda
10/5/2020	0.5		33.25	Cover office for Brenda
10/6/2020		3	30.25	Left early-Rhys sick
10/7/2020	2		32.25	BOWC Meeting
10/8/2020	2.5		34.75	AM-Meet IT PM-Screening Committee MTG
10/8/2020		3.5	31.25	Left early-Amelia sick
10/13/2020	2		33.25	AM-Cover office PM-Screening Committee IV
10/14/2020	2		35.25	AM-Cover office PM-Screening Committee IV
10/15/2020		2	33.25	Morning Appt-Opie
10/15/2020	4		37.25	Screening Committee MTG
10/16/2020		1.5	35.75	Morning Appt-Oliver
10/19/2020	0.5		36.25	Cover office for Brenda
10/20/2020	0.5		36.75	Cover office for Brenda
10/21/2020	0.5		37.25	Cover office for Brenda
10/26/2020		6	31.25	Day Off
10/26/2020	1		32.25	Came in on Day off
10/28/2020	3		35.25	BOWC Meeting
11/2/2020	1		36.25	BOS-BOWC Meeting
11/3/2020		2	34.25	Dr Appt-Physical
11/23/2020		6	28.25	Day off
11/24/2020		6	22.25	Day off
11/25/2020		3	19.25	Day off-Half day before Thanksgiving
12/2/2020		0.25	19	Late-Opie
12/31/2020		6	13	Day Off
12/14/2020	3		16	BOWC Meeting
1/12/2021	1		17	PWS Class
1/19/2021	1.25		18.25	PWS Class
1/25/2021	2		20.25	At-Home reading for PWS class
1/26/2021	1.25		21.5	PWS Class
2/1/2021	2.5		24	BOWC Meeting
2/2/2021	1		25	PWS Class

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Date	Hours Earned	Hours Taken	Balance	Description
7/1/2020			71	Balance forward-Must be used by
7/10/2020	0.75		71.75	14 elm-leak No Lunch
7/11/2020	3		74.75	Chlorine Residuals 745-845
7/13/2020	4		78.75	Chlorine Residuals 700-755 Sun
7/14/2020	3.75		82.5	Water Break Railroad/Elm
7/17/2020		1.5	81	Left at 2:00
8/19/2020		8	73	day off
8/20/2020		8	65	day off
8/21/2020		8	57	day off
7/24/2020		8	49	day off-notice given 7/24
7/27/2020		8	41	day off
8/24/2020		8	33	Day off
8/14/2020		8	25	Day off
8/15/2020	3		28	Chlorine Residuals 8:40-9:35
8/16/2020	4		32	Chlorine Residuals 9:05-9:50 Sun
8/18/2020	1.5		33.5	Water Break-West Meadow
9/4/2020		8	25.5	Day Off
9/8/2020		8	17.5	Day Off
9/7/2020	4		21.5	Chlorine Residuals 8:05-8:30 Holic
9/25/2020		8	13.5	Day Off
10/2/2020		8	5.5	Day Off
1/11/2021	0.75		6.25	Leak @ 3 New Fitchburg
1/12/2021	1.5		7.75	Dig for insertion valve
1/14/2021	1.5		9.25	Replace Meter & Valve
1/16/2021	3		12.25	Scheduled Saturday meter change
1/22/2021	0.75		13	worked until 4 pm 27 Balsam

4.1

Date	Hours Earned	Hours Taken	Balance	Description
7/1/2020			10.5	Balance forward-Must be used by 12/31 per
7/5/2020	4		14.5	Witches 1/Power Fail-Sun
7/6/2020		2.5	12	Left @ 1PM
7/10/2020	0.75		12.75	no lunch
7/11/2020	3		15.75	call to Harbor Trace alarm @930
7/11/2020	3		18.75	16 Elm 645-745
7/14/2020	3.75		22.5	water break Railroad/Elm
7/17/2020		8	14.5	Day Off
8/3/2020		8	6.5	Day Off
7/27/2020	3		9.5	Harbor Trace Daytank Alarm-After Hours
7/28/2020		0.5	9	Left at 3PM
8/7/2020		8	1	Day off
8/22/2020	3		4	Emergency Digsafe-125 Highland
9/11/2020		1	3	Leave at 2:30
9/30/2020		0.5	2.5	Leave at 3
11/23/2020		1	1.5	Left @ 2:30
12/18/2020		1.5	0	Day Off

4.1

Date	Hours Earned	Hours Taken	Balance	Description
7/1/2020			30.25	Balance forward-Must be used by 12/31 per
7/1/2020	0.75		31	Worked through lunch
7/6/2020	1.5		32.5	Cemetery/shut off/leak
7/14/2020	3.75		36.25	Water Break Railroad/Elm
7/20/2020		8	28.25	Day Off
11/12/2020		8	20.25	Day Off
11/17/2020	3		23.25	Flush for West Meadow booster station
11/20/2020		8	15.25	Day Off
12/10/2020		8	7.25	Day Off
12/8/2020	0.75		8	worked through lunch
12/9/2020		8	0	Day off
12/15/2020	3		3	Emergency Dig Safe-Center St
12/17/2020	3		6	plowed for snowstorm
12/20/2020	4		10	Plow for snowstorm-issues with plow mover
12/21/2020	6		16	Fire emergency-Brookline
12/22/2020	6		22	Fire Emergency-Turnpike
1/1/2021	4		26	put plow on-holiday double time
1/2/2021	3		29	plow snow storm
1/5/2021	3		32	Install Hydrant at woodland 330-530
1/7/2021	3		35	leak on Balsam
1/9/2021	3		38	residuals
1/9/2021	3		41	dirty water complaint-Balsam
1/10/2020	3		44	Residuals- Scheduled OT
1/12/2021	3		47	Dig for insertion valve
1/14/2021	1.5		48.5	Replace Meter & Valve
1/21/2021	0.75		49.25	worked until 4 pm-27 Balsam
1/27/2021	1.5		50.75	Plow snow storm

4.1

Date	Hours Earned	Hours Taken	Balance	Description
7/1/2020			27.5	Balance forward-Must be used by 12/31 per
7/16/2020		0.5	27	Left @ 3PM
7/20/2020		0.5	26.5	Left @ 3:05
7/21/2020		2.5	24	Came in at 10am- morning appointment
7/23/2020		2	22	left at 2 pm-sick
7/27/2020		1.5	20.5	Left @ 2pm
8/4/2020		3.5	17	in @11AM
8/10/2020		2	15	left at 1:30-Covid Testing
8/26/2020		2.5	12.5	Left @1PM-Dr Apt
8/28/2020		0.25	12.25	left @ 315 to vote
8/31/2020	4.5		16.75	worked on vac day 930-2
11/9/2020		3.5	13.25	Dr Appt
11/13/2020		8	5.25	Day Off
11/16/2020	114.75		120	Added to Comp 11/12/2020 BOWC Approve
11/16/2020		0.5	119.5	PT
11/18/2020		8	111.5	Dr Appt/PT
11/23/2020		1	110.5	Left @ 230 PT
11/30/2020		2	108.5	<u>LEFT@1 Drs Appt</u>
12/1/2020		1	107.5	PT
12/2/2020		0.5	107	PT
12/8/2020		1.25	105.75	Dentist
12/11/2020		2.5	103.25	Dr Appt-in at 1000
12/15/2020		1	102.25	PT left @ 230
1/4/2021		2	100.25	Drs Appt
1/5/2021		3.5	96.75	Drs Appt
1/6/2020		1	95.75	PT Appt
1/12/2021		0.05	95.7	in at 8am
1/21/2021		1	94.7	
2/11/2021		2	92.7	PT Appt

6.4

FISCAL YEAR 21 SUMMARY
TOWNSEND WATER DEPARTMENT - ACCOUNTS RECEIVABLE
January 31, 2021

UNCOLLECTED FROM JUNE 30, 2020

93,833.10

<u>CHARGED</u>	<u>07/01/20</u> <u>01/31/21</u>	<u>1/31/2021</u>	<u>Previous Balance</u>	<u>Total</u>	
USER CHARGES		303,169.90	666,768.62	969,938.52	
SERVICE CHARGES		6,717.83	16,010.35	22,728.18	
CONNECTION CHARGES		2,500.00	4,000.00	6,500.00	
LATE CHARGES		978.51	10,626.75	11,605.26	
BACKFLOW		0.00	4,730.00	4,730.00	
SUBTOTAL		313,366.24			
TOTAL CHARGES					1,015,501.96
					1,109,335.06
<u>RECEIVED</u>	<u>07/01/20</u> <u>01/31/21</u>	<u>1/31/2021</u>			
USER CHARGES		225,917.51	674,027.73	899,945.24	
SERVICE CHARGES		5,187.34	17,088.99	22,276.33	
CONNECTION CHARGES		2,500.00	4,000.00	6,500.00	
LATE CHARGES		991.91	9,320.64	10,312.55	
BACKFLOW		55.00	5,564.44	5,619.44	
SUBTOTAL		234,651.76			
TOTAL RECEIPTS					944,653.56
SENT TO LIEN					26,291.35
LIENS COLLECTED					
ABATEMENTS					-757.02
ADJUSTMENTS					-1,269.81
AJD TO MASTER					
UNCOLLECTED					140,416.98
					1,109,335.06

OUTSTANDING:

USER CHARGES	135,113.33
SERVICE CHARGES	3,971.69
CONNECTION CHARGES	-1,600.00
LATE CHARGES	2,919.34
BACKFLOW	12.62
TOTAL OUTSTANDING	140,416.98

6.5

	Jul '20 - Jan 21	Budget	\$ Over (Under)	
			Budget	% of Budget
Ordinary Income/Expense				
Expense				
061.000 · General Operations 000				
061.001 · Personal Services 1				
5100 · Salaries & Wages-Water Super	\$ 13,083.08	\$ 110,000.00	\$ (96,916.92)	11.90%
5110 · Salary & Wages-Oper Staff	\$ 86,200.32	\$ 168,135.55	\$ (81,935.23)	51.30%
5112 · Salary & Wages-Support Staff	\$ 37,891.84	\$ 70,624.22	\$ (32,732.38)	53.70%
5130 · Additional Gross	\$ 5,374.25	\$ 14,240.00	\$ (8,865.75)	37.70%
5134 · Additional Gross-Reg&SpecOncall	\$ 8,042.20	\$ 20,363.10	\$ (12,320.90)	39.50%
5190 · Other Stipened-Longevity	\$ 1,200.00	\$ 1,200.00	\$ -	100.00%
5191 · Other - Stipend BOWC	\$ -	\$ 3.00	\$ (3.00)	0.00%
5192 · Other-Certification/Stipend	\$ 1,500.00	\$ 1,500.00	\$ -	100.00%
5193 · Retirement Benefit	\$ -	\$ -	\$ -	0.00%
5195 · Other-Clothing Allowance	\$ 600.00	\$ -	\$ 600.00	100.00%
5197 · Vehicle Allowance -Super	\$ 1,995.80	\$ -	\$ 1,995.80	100.00%
5198 · Snow Storm Stipend	\$ -	\$ 4,000.00	\$ (4,000.00)	0.00%
Total 061.001 · Personal Services 1	\$ 155,887.49	\$ 390,065.87	\$ (234,178.38)	40.00%
061.002 · Purchased Services 2				
5210 · Energy	\$ 42,508.32	\$ 80,000.00	\$ (37,491.68)	53.10%
5240 · Repair & Maint Building	\$ 715.46	\$ 50,000.00	\$ (49,284.54)	1.40%
5245 · Repair & Maint Equipment	\$ 4,273.33	\$ 40,000.00	\$ (35,726.67)	10.70%
5245006 · Repair & Maintain Equip SCADA	\$ 6,390.00	\$ 10,500.00	\$ (4,110.00)	60.90%
5245007 · Repair & Maintain-Distribution	\$ 4,800.00	\$ 30,000.00	\$ (25,200.00)	16.00%
5270 · Rentals	\$ 900.00	\$ 1,050.00	\$ (150.00)	85.70%
Total 061.002 · Purchased Services 2	\$ 59,587.11	\$ 211,550.00	\$ (151,962.89)	28.20%
061.003 · Purchased Services 3				
5300-02 · Proff Legal Expense	\$ -	\$ 12,000.00	\$ (12,000.00)	0.00%
5300 · Professional Services	\$ 36,364.59	\$ 63,000.00	\$ (26,635.41)	57.70%
5300100 · Proff Service Backflow	\$ 4,300.00	\$ 9,500.00	\$ (5,200.00)	45.30%
5340 · Communication	\$ 11,916.62	\$ 21,000.00	\$ (9,083.38)	56.70%
5380 · Other Services	\$ -	\$ 2,730.00	\$ (2,730.00)	0.00%
Total 061.003 · Purchased Services 3	\$ 52,581.21	\$ 108,230.00	\$ (55,648.79)	48.60%
061.004 · Purchased Supplies 4				
5420 · Office Supplies	\$ 2,141.05	\$ 5,250.00	\$ (3,108.95)	40.80%
5430 · Building Supplies	\$ 108.93	\$ 1,575.00	\$ (1,466.07)	6.90%
5435 · Equipment Maint Supplies	\$ -	\$ 1,575.00	\$ (1,575.00)	0.00%
5460 · Groundskeeping Supplies	\$ 86.95	\$ 525.00	\$ (438.05)	16.60%
5480 · Vehicular Supplies	\$ 2,199.09	\$ 9,000.00	\$ (6,800.91)	24.40%
Total 061.004 · Purchased Supplies 4	\$ 4,536.02	\$ 17,925.00	\$ (13,388.98)	25.30%
061.005 · Purchased Supplies 5				
5530 · Public Works Supplies	\$ 47,772.16	\$ 55,000.00	\$ (7,227.84)	86.90%
5531 · Chemicals	\$ 12,186.74	\$ 24,150.00	\$ (11,963.26)	50.50%
5580 · Other Supplies	\$ -	\$ 1,050.00	\$ (1,050.00)	0.00%
5585 · Clothing Allowance	\$ 2,486.32	\$ 5,250.00	\$ (2,763.68)	47.40%
Total 061.005 · Purchased Supplies 5	\$ 62,445.22	\$ 85,450.00	\$ (23,004.78)	73.10%

061.007 · Other Charges & Exp 7

5710 · Travel/mileage-in state	\$ 149.32	\$ 1,155.00	\$ (1,005.68)	12.90%
5720 · Out of State Travel	\$ -	\$ -	\$ -	0.00%
5730 · Dues and Memberships	\$ 3,623.00	\$ 4,300.00	\$ (677.00)	84.30%
5780 · Other Charges	\$ -	\$ 525.00	\$ (525.00)	0.00%
5785 · Water Assessment D.E.P.	\$ 1,946.25	\$ 2,200.00	\$ (253.75)	88.50%
5850 · New Equipment	\$ 8,105.41	\$ 10,500.00	\$ (2,394.59)	77.20%
Total 061.007 · Other Charges & Exp 7	\$ 13,823.98	\$ 18,680.00	\$ (4,856.02)	74.00%

061.400 · Special Projects 400

5012 · System Enhancement	\$ -	\$ 122,632.92	\$ (122,632.92)	0.00%
5805 · Meadow Rd Main Replacement	\$ 30,480.50	\$ 41,435.98	\$ (10,955.48)	73.60%
5895 · Main Line Gate/Valve Replacemen	\$ 25,048.21	\$ 60,000.00	\$ (34,951.79)	41.70%
5902-18 · Main St Cleaning	\$ -	\$ -	\$ -	0.00%
Total 061.400 · Special Projects 400	\$ 55,528.71	\$ 224,068.90	\$ (168,540.19)	24.80%

061.500 · Special Articles 500

5000 · Water Oper Emergency Res Fund	\$ -	\$ -	\$ -	0.00%
5005-18 · Update Master Plan	\$ 15,500.00	\$ 25,000.00	\$ (9,500.00)	62.00%
5020 · Storage Tank Maintenance	\$ -	\$ 5,198.40	\$ (5,198.40)	0.00%
5803-19 · Generator 540 Main St	\$ -	\$ 30,000.00	\$ (30,000.00)	0.00%
5804-16 · Upgrade Witches Brook	\$ -	\$ 40,000.00	\$ (40,000.00)	0.00%
5809-17 · Highland Street Storage Tank	\$ 599.97	\$ 75,000.00	\$ (74,400.03)	0.80%
5895-21 · Witches Brook Daytank	\$ 36,145.12	\$ 75,000.00	\$ (38,854.88)	48.20%
590218 · STM ART Utility Billing	\$ -	\$ 18,000.00	\$ (18,000.00)	0.00%
Total 061.500 · Special Articles 500	\$ 52,245.09	\$ 268,198.40	\$ (215,953.31)	19.50%
Total 061.000 · General Operations 000	\$ 456,634.83	\$ 1,324,168.17	\$ (867,533.34)	34.50%

061.009 · Debt Service 9

5910 · Long Term Debt-East Side Phase1	\$ -	\$ 37,962.00	\$ (37,962.00)	0.00%
5911 · Long Term Debt-East Side Ph 2	\$ -	\$ 54,078.00	\$ (54,078.00)	0.00%
5920 · Long term Interest-Phase1	\$ -	\$ 4,412.00	\$ (4,412.00)	0.00%
5921 · Long Term Int East Side Ph2	\$ -	\$ 7,505.00	\$ (7,505.00)	0.00%
Total 061.009 · Debt Service 9	\$ -	\$ 103,957.00	\$ (103,957.00)	0.00%

063.400 · Projects

5895-18 · West End-Water Main	\$ 46,146.37	\$ 70,884.23	\$ (24,737.86)	65.10%
Total 063.400 · Projects	\$ 46,146.37	\$ 70,884.23	\$ (24,737.86)	65.10%
Total Expense	\$ 502,781.20	\$ 1,499,009.40	\$ (996,228.20)	33.50%
Net Ordinary Income	\$ (501,478.65)	\$ (1,499,009.40)	\$ 997,530.75	33.50%
Net Income	\$ (501,478.65)	\$ (1,499,009.40)	\$ 997,530.75	33.50%