

Section V: Program 3000: Public Works

This section includes detailed information about the FY2016 Operating Budget & Financing Plan for Public Works (DPW). It includes:

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- 3100 DPW Administration & Engineering V-7
- 3200 Highway V-11
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3000 – 3500 DPW Summary*Town of Lexington, Massachusetts*

Mission: The Department of Public Works is a professional team dedicated to enhancing the quality of life in Lexington and supporting the Town's core values. The Department makes every effort to maximize the efficient, effective use of Town resources in the support, maintenance and upkeep of the infrastructure, public lands and programs. Staff is committed to public safety and providing prompt, courteous quality service to both customers and to each other.

Budget Overview: The Department of Public Works is comprised of multiple divisions including Administration and Engineering, Highway, Public Grounds and Environmental Services. The services provided by Public Works include the maintenance, repair, and construction of the Town's infrastructure, roads, equipment, and property. The Department of Public Works is responsible for 284 lane miles of road, 154 miles of water mains, 34 miles of trunk sewer lines, 119 miles of street sewer lines, 4,700 catch basins, 145 pieces of equipment, 9 parks, 4 cemeteries, the Pine Meadows golf course, and the 5.5 mile-long Jack Edison Memorial Bikeway. Public Works supports Town functions through the maintenance and repair of facilities such as playing fields, and the bikeway. This program also includes the Town's water and sewer operations, which function as separate enterprise funds and are shown in separate enterprise budgets.

Along with the day to day duties of DPW staff, many are also actively involved or work with Town committees. Those committees include the Permanent Building Committee, the Transportation Working Group, the Tree Committee, the Center Committee, the Water/Sewer Abatement Board, the Sidewalk Committee, the Capital Expenditures Committee, the Energy Committee, the Electric Utility Ad-Hoc Committee, the Traffic Safety Group, the Transportation Advisory Committee, the Bike Advisory Committee, and the Recreation Committee. These, and other staff, also work collaboratively on internal committees and teams.

Departmental Initiatives:

1. Begin the APWA re-accreditation process.
2. Continue the storm water initiatives in preparation for the new NPDES permit.
3. Support the implementation of GIS.
4. Work with Energy Committee and Sustainability Committee to improve energy efficiencies.

3000 – 3500 DPW Summary

Town of Lexington, Massachusetts

Authorized/Appropriated Staffing

| | FY 2013 Budget | FY 2014 Budget | FY2015 Budget | FY2016 Recommended |
|--|---------------------------|---------------------------|--------------------------|-------------------------------|
| Department of Public Works - General Fund | | | | |
| Director of Public Works | 1 | 1 | 1 | 1 |
| Manager of Operations | 1 | 1 | 1 | 1 |
| Management Analyst | 0.6 | 0.6 | 0.6 | 0.6 |
| Office Manager | 1 | 1 | 1 | 1 |
| Municipal Clerk | 0 | 0 | 0 | 0 |
| Department Account Clerk ¹ | 2.6 | 2.6 | 2.6 | 2.6 |
| Department Clerk - Pub Grounds/Cemetery | 1 | 1 | 1 | 1 |
| Department Lead Clerk | 1 | 1 | 1 | 1 |
| Town Engineer | 1 | 1 | 1 | 1 |
| Assistant Town Engineer | 1 | 1 | 1 | 1 |
| Senior Civil Engineer | 1 | 1 | 1 | 1 |
| Engineering Assistant | 3 | 3 | 4 | 4 |
| Engineering Aide | 0.7 | 0.7 | 0.7 | 0.7 |
| Supt of Equipment, Highways & Drains | 1 | 1 | 1 | 1 |
| Crew Chief | 6 | 6 | 6 | 6 |
| Laborer | 0 | 0 | 0 | 0 |
| Heavy Equipment Operators | 10 | 10 | 10 | 12 |
| Grader/Shovel Operator | 1 | 1 | 1 | 1 |
| Information Coordinator | 1 | 1 | 1 | 1 |
| Seasonal Laborer | 2.2 | 2.2 | 2.2 | 2.2 |
| Highways and Drains Foreman | 1 | 1 | 1 | 1 |
| Equipment Foreman | 1 | 1 | 1 | 1 |
| Mechanic | 4 | 4 | 4 | 4 |
| Superintendent of Public Grounds | 1 | 1 | 1 | 1 |
| Laborer-Truck Driver | 3 | 3 | 3 | 1 |
| Leadmen | 7 | 7 | 7 | 7 |
| Senior Arborist | 2 | 2 | 2 | 2 |
| Tree Climber | 1 | 2 | 2 | 2 |
| Cemetery Foreman | 1 | 1 | 1 | 1 |
| Department of Public Works - Compost Revolving Fund | | | | |
| Superintendent of Environmental Services | 1 | 1 | 1 | 1 |
| Crew Chief | 1 | 1 | 1 | 1 |
| Heavy Equipment Operators | 1 | 1 | 1 | 1 |
| Seasonal Heavy Equipment Operator | | | 0.5 | 0.5 |
| Seasonal Laborer | 0.7 | 0.7 | 0.7 | 0.7 |
| Total FTE | 60.8 | 61.8 | 63.3 | 63.3 |
| Total FT/PT | 56 FT/10 PT | 57 FT/10 PT | 58 FT/10 PT | 58 FT/10 PT |

Explanatory Notes

¹FT Dept. Acct. Clerk shown as 0.6 from General Fund; 0.4 is charged to Water and Sewer Enterprise.

** Lexpress moved to Human Services in FY2013, Parking Attendant Supervisor & Attendants, moved to Police Dept in FY2013

3000 – 3500 DPW Summary

Town of Lexington, Massachusetts

Budget Recommendations:

The FY2016 recommended All Funds Public Works budget inclusive of the General Fund operating budget and the Burial Containers, Compost Operations, Lexington Tree Fund, Minuteman Household Hazardous Waste, and Regional Cache – Hartwell Avenue revolving funds is \$9,569,495. The recommended budget is a \$58,570, or 0.62% increase over the restated FY2015 budget. The budget is restated to reflect cost of living increases that were not included in the FY2015 budget as adopted at the 2014 annual town meeting.

The FY2016 recommended Public Works General Fund operating budget is \$8,749,573, which is a \$1,372, or 0.02% decrease from the restated FY2015 General Fund budget.

The General Fund operating budget for Compensation is \$3,764,416, and reflects a \$42,886, or 1.15% increase, which is generally attributable to the cost of prospective salary step increases. FY16 Compensation does not include any estimate of prospective cost of living increases. Funds for prospective increases are budgeted for in the Salary Adjustment account within the Town Manager's budget.

The General Fund operating budget for Expenses is \$4,985,157 and reflects a \$44,259, or 0.88% decrease.

The combined FY16 recommended Revolving Fund budgets are \$819,922 which is a \$59,942 or 7.89% increase over FY15.

Please see the division sections in the following pages for a detailed explanation of the FY2016 budget changes.

Program Improvement Requests:

| Description | Request | | | Recommended | | | Not Recommended |
|---|-----------------------|--|-----------------|-----------------------|---|-------|-----------------|
| | Salaries and Expenses | Benefits (to be budgeted in Shared Expenses) | Total Requested | Salaries and Expenses | Benefits (to be budgeted under Shared Expenses) | Total | |
| Heavy Equipment Operator at Compost Facility: Part-time to Full time ¹ | \$ 19,600 | \$ 14,911 | \$ 34,511 | TBD | TBD | TBD | \$ - |

¹ If approved, funding will be from the Compost revolving Fund.

3000 – 3500 DPW Summary

Town of Lexington, Massachusetts

Budget Summary:

| Funding Sources | FY 2013 Actual | FY2014 Actual | FY2015 Estimated | FY2016 Projected | Dollar Increase | Percent Increase |
|--------------------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| Tax Levy | \$ 7,131,703 | \$ 7,552,145 | \$ 7,769,966 | \$ 7,746,716 | \$ (23,250) | -0.30% |
| Enterprise Funds (Indirects) | \$ 648,729 | \$ 642,088 | \$ 638,812 | \$ 657,976 | \$ 19,164 | 3.00% |
| Fees & Charges | - | - | - | - | \$ - | 0.00% |
| Parking Fund | \$ 42,616 | \$ 89,698 | \$ 72,074 | \$ 72,074 | \$ - | 0.00% |
| Cemetery Trust | \$ 120,000 | \$ 120,000 | \$ 105,000 | \$ 105,000 | \$ - | 0.00% |
| Cemetery Prep Fees | \$ 122,321 | \$ 122,087 | \$ 127,024 | \$ 127,824 | \$ 800 | 0.63% |
| Charges for Service | \$ 4,236 | - | \$ 3,480 | \$ 3,760 | \$ 280 | 8.06% |
| Licenses & Permits | \$ 46,058 | \$ 46,158 | \$ 34,590 | \$ 36,223 | \$ 1,633 | 4.72% |
| Lexpress Fares | \$ 89,000 | \$ - | \$ - | \$ - | \$ - | 0.00% |
| TDM Allocation | \$ 72,000 | \$ - | \$ - | \$ - | \$ - | 0.00% |
| Revolving Funds | - | - | - | - | \$ - | 0.00% |
| Burial Containers | \$ 41,070 | \$ 51,770 | \$ 40,000 | \$ 40,000 | \$ - | 0.00% |
| Compost Operations | \$ 468,613 | \$ 736,569 | \$ 494,980 | \$ 534,922 | \$ 39,942 | 8.07% |
| Tree | \$ 20,930 | \$ 22,497 | \$ 25,000 | \$ 45,000 | \$ 20,000 | 80.00% |
| MMHP | \$ 120,356 | \$ 145,727 | \$ 180,000 | \$ 180,000 | \$ - | 0.00% |
| Regional Cache at Hartwell Ave | \$ 1,866 | \$ 942 | \$ 20,000 | \$ 20,000 | \$ - | 0.00% |
| Total 3100-3500 DPW All Funds | \$ 8,929,499 | \$ 9,529,682 | \$ 9,510,925 | \$ 9,569,495 | \$ 58,570 | 0.62% |

| Appropriation Summary (All Funds) | FY 2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|-----------------------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Compensation | \$ 3,693,607 | \$ 3,871,183 | \$ 3,968,302 | \$ 4,016,500 | \$ 48,198 | 1.21% |
| Expenses | \$ 5,151,397 | \$ 5,532,486 | \$ 5,445,866 | \$ 5,432,007 | \$ (13,859) | -0.25% |
| Benefits | \$ 41,089 | \$ 42,614 | \$ 56,557 | \$ 57,094 | \$ 537 | 0.95% |
| Debt Service (Revolving Fund) | \$ 43,405 | \$ 83,400 | \$ 40,200 | \$ 63,894 | \$ 23,694 | 58.94% |
| Total 3100-3500 DPW | \$ 8,929,499 | \$ 9,529,682 | \$ 9,510,925 | \$ 9,569,495 | \$ 58,570 | 0.62% |

| Program Summary (All Funds) | FY 2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--------------------------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Total 3110 Administration | \$ 529,548 | \$ 572,026 | \$ 590,827 | \$ 604,299 | \$ 13,472 | 2.28% |
| Total 3120 Town Engineering | \$ 558,353 | \$ 644,420 | \$ 737,895 | \$ 749,375 | \$ 11,480 | 1.56% |
| Total 3130 Street Lighting | \$ 375,126 | \$ 377,754 | \$ 287,145 | \$ 306,902 | \$ 19,757 | 6.88% |
| Total 3210 Highway | \$ 1,103,113 | \$ 1,100,483 | \$ 1,241,420 | \$ 1,287,363 | \$ 45,943 | 3.70% |
| Total 3220 Road Machinery | \$ 729,113 | \$ 730,489 | \$ 759,558 | \$ 711,932 | \$ (47,626) | -6.27% |
| Total 3230 Snow Removal | \$ 1,448,923 | \$ 1,744,540 | \$ 1,127,716 | \$ 1,128,216 | \$ 500 | 0.04% |
| Total 3230 (A) October Storm | \$ 138,153 | \$ - | \$ - | \$ - | \$ - | - |
| Total 3310 Parks | \$ 872,716 | \$ 1,009,264 | \$ 1,038,652 | \$ 1,053,859 | \$ 15,207 | 1.46% |
| Total 3320 Forestry | \$ 276,822 | \$ 289,385 | \$ 410,852 | \$ 432,943 | \$ 22,091 | 5.38% |
| Total 3330 Cemetery | \$ 296,564 | \$ 310,834 | \$ 333,926 | \$ 340,507 | \$ 6,581 | 1.97% |
| Total 3410 Refuse Collection | \$ 749,290 | \$ 764,603 | \$ 779,561 | \$ 795,153 | \$ 15,592 | 2.00% |
| Total 3420 Recycling | \$ 1,284,292 | \$ 1,391,711 | \$ 1,529,972 | \$ 1,585,946 | \$ 55,974 | 3.66% |
| Total 3430 Refuse Disposal | \$ 567,485 | \$ 594,174 | \$ 673,400 | \$ 573,000 | \$ (100,400) | -14.91% |
| Total 3100-3500 DPW All Funds | \$ 8,929,499 | \$ 9,529,682 | \$ 9,510,925 | \$ 9,569,495 | \$ 58,570 | 0.62% |

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3000 – 3500 DPW Summary

Town of Lexington, Massachusetts

| Object Code Summary (All Funds) | FY 2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--------------------------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Salaries & Wages | \$ 3,211,764 | \$ 3,320,187 | \$ 3,624,122 | \$ 3,670,855 | \$ 46,734 | 1.29% |
| Overtime | \$ 481,843 | \$ 550,996 | \$ 344,181 | \$ 345,645 | \$ 1,464 | 0.43% |
| <i>Personal Services</i> | \$ 3,693,607 | \$ 3,871,183 | \$ 3,968,302 | \$ 4,016,500 | \$ 48,198 | 1.21% |
| Contractual Services | \$ 3,744,528 | \$ 3,883,061 | \$ 3,881,669 | \$ 3,834,532 | \$ (47,137) | -1.21% |
| Utilities | \$ 353,832 | \$ 356,038 | \$ 441,505 | \$ 420,557 | \$ (20,948) | -4.74% |
| Supplies | \$ 974,368 | \$ 1,225,285 | \$ 1,058,317 | \$ 1,111,902 | \$ 53,584 | 5.06% |
| Small Capital | \$ 78,669 | \$ 68,102 | \$ 64,375 | \$ 65,017 | \$ 642 | 1.00% |
| <i>Expenses</i> | \$ 5,151,397 | \$ 5,532,486 | \$ 5,445,866 | \$ 5,432,007 | \$ (13,859) | -0.25% |
| <i>Benefits</i> | \$ 41,089 | \$ 42,614 | \$ 56,557 | \$ 57,094 | \$ 537 | 0.95% |
| <i>Debt</i> | \$ 43,405 | \$ 83,400 | \$ 40,200 | \$ 63,894 | \$ 23,694 | 58.94% |
| Total 3100-3500 DPW All Funds | \$ 8,929,499 | \$ 9,529,682 | \$ 9,510,925 | \$ 9,569,495 | \$ 58,570 | 0.62% |

| Object Code Summary (General Fund) | FY 2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|---|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Salaries & Wages | \$ 3,033,606 | \$ 3,132,804 | \$ 3,398,349 | \$ 3,440,296 | \$ 41,947 | 1.23% |
| Overtime | \$ 455,818 | \$ 531,448 | \$ 323,181 | \$ 324,120 | \$ 939 | 0.29% |
| <i>Personal Services</i> | \$ 3,489,424 | \$ 3,664,252 | \$ 3,721,529 | \$ 3,764,416 | \$ 42,886 | 1.15% |
| Contractual Services | \$ 3,561,807 | \$ 3,632,603 | \$ 3,558,469 | \$ 3,501,332 | \$ (57,137) | -1.61% |
| Utilities | \$ 353,832 | \$ 356,038 | \$ 441,505 | \$ 420,557 | \$ (20,948) | -4.74% |
| Supplies | \$ 926,122 | \$ 1,164,556 | \$ 965,067 | \$ 998,252 | \$ 33,184 | 3.44% |
| Small Capital | \$ 78,669 | \$ 68,102 | \$ 64,375 | \$ 65,017 | \$ 642 | 1.00% |
| <i>Expenses</i> | \$ 4,920,431 | \$ 5,221,298 | \$ 5,029,416 | \$ 4,985,157 | \$ (44,259) | -0.88% |
| Total 3100-3500 DPW General Fund | \$ 8,409,854 | \$ 8,885,551 | \$ 8,750,945 | \$ 8,749,573 | \$ (1,372) | -0.02% |

| Approp Summary (General Fund) | FY 2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|---|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Compensation | \$ 3,489,424 | \$ 3,664,252 | \$ 3,721,529 | \$ 3,764,416 | \$ 42,886 | 1.15% |
| Expenses | \$ 4,920,431 | \$ 5,221,298 | \$ 5,029,416 | \$ 4,985,157 | \$ (44,259) | -0.88% |
| Total 3100-3500 DPW General Fund | \$ 8,409,854 | \$ 8,885,551 | \$ 8,750,945 | \$ 8,749,573 | \$ (1,372) | -0.02% |

| Approp Summary (Non-Gen Fund) | FY 2013 Actual | FY2014 Actual | FY2015 Appropriated | FY2016 Recommended | Dollar Increase | Percent Increase |
|---|-------------------|-------------------|------------------------|-----------------------|--------------------|---------------------|
| Compensation | \$ 204,184 | \$ 206,931 | \$ 246,773 | \$ 252,084 | \$ 5,311 | 2.15% |
| Total 3420 Recycling: Compost | \$ 204,184 | \$ 206,931 | \$ 246,773 | \$ 252,084 | \$ 5,311 | 2.15% |
| Expenses | \$ 230,967 | \$ 311,187 | \$ 416,450 | \$ 446,850 | \$ 30,400 | 7.30% |
| Total 3110 Admin: Regional Cache | \$ 1,866 | \$ 942 | \$ 20,000 | \$ 20,000 | \$ - | 0.00% |
| Total 3320 Forestry: Tree Fund | \$ 9,577 | \$ 24,999 | \$ 25,000 | \$ 45,000 | \$ 20,000 | 80.00% |
| Total 3330 Cemetery: Burial Containers | \$ 25,893 | \$ 26,538 | \$ 40,000 | \$ 40,000 | \$ - | 0.00% |
| Total 3420 Recycling: Compost | \$ 73,274 | \$ 112,981 | \$ 151,450 | \$ 161,850 | \$ 10,400 | 6.87% |
| Total 3420 Recycling: MMHP | \$ 120,356 | \$ 145,727 | \$ 180,000 | \$ 180,000 | \$ - | 0.00% |
| Benefits | \$ 41,089 | \$ 42,614 | \$ 56,557 | \$ 57,094 | \$ 537 | 0.95% |
| Total 3420 Recycling: Compost | \$ 41,089 | \$ 42,614 | \$ 56,557 | \$ 57,094 | \$ 537 | 0.95% |
| Debt | \$ 43,405 | \$ 83,400 | \$ 40,200 | \$ 63,894 | \$ 23,694 | 58.94% |
| Total 3420 Recycling: Compost | \$ 43,405 | \$ 83,400 | \$ 40,200 | \$ 63,894 | \$ 23,694 | 58.94% |
| Total 3100-3500 DPW Non-General Fund | \$ 519,644 | \$ 644,132 | \$ 759,980 | \$ 819,922 | \$ 59,942 | 7.89% |

3100 DPW Administration & Engineering

Town of Lexington, Massachusetts

Mission: This element of the budget provides executive direction and leadership to all aspects of the Department of Public Works by promoting best management practices, administering Town policies and providing engineering support to other DPW divisions and Town departments.

Budget Overview:

DPW Administration includes Administration, Operations, Engineering and Street Lighting. DPW Administration and Oversight staff plan, manage, coordinate, schedule and direct the department's activities. Staff are responsible for preparing budgets, monitoring expenditures, developing bid specifications for DPW procurements, responding to citizens' questions and concerns, evaluating work performance, performing inspections, managing projects, and scheduling work assignments.

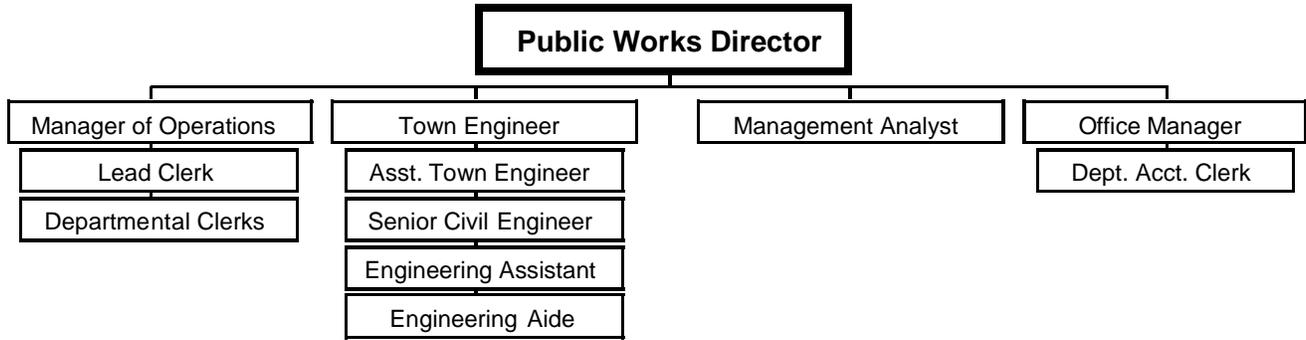
Staff also support various committees including the Permanent Building Committee, Center Committee, Sidewalk Committee, Capital Expenditures Committee, Energy Conservation Committee, Bicycle Advisory Committee, Tree Committee, and Water and Sewer Abatement Board.

Division Initiatives:

1. Continue to streamline Operations and Administration office assignments and functions for efficiency.
2. Begin the process of reaccreditation through the American Public Works Association.
3. Increase inspection efforts for illicit discharge.
4. Increase patching oversight for private contractors.

3100 DPW Administration & Engineering

Town of Lexington, Massachusetts



Authorized/Appropriated Staffing

| | FY 2013 Budget | FY 2014 Budget | FY 2015 Budget | FY 2016 Recommended |
|---|-------------------|-------------------|-------------------|------------------------|
| Element 3110: DPW Administration | | | | |
| Director of Public Works | 1 | 1 | 1 | 1 |
| Manager of Operations | 1 | 1 | 1 | 1 |
| Management Analyst | 0.6 | 0.6 | 0.6 | 0.6 |
| Office Manager | 1 | 1 | 1 | 1 |
| Department Lead Clerk | 1 | 1 | 1 | 1 |
| Department Account Clerk* | 2.6 | 2.6 | 2.6 | 2.6 |
| sub-total FTE | 7.2 | 7.2 | 7.2 | 7.2 |
| sub-total FT/PT | 6 FT/2 PT | 6 FT/2 PT | 6 FT/2 PT | 6 FT/2 PT |
| Element 3120: Engineering | | | | |
| Town Engineer | 1 | 1 | 1 | 1 |
| Assistant Town Engineer | 1 | 1 | 1 | 1 |
| Senior Civil Engineer | 1 | 1 | 1 | 1 |
| Engineering Assistant | 3 | 3 | 4 | 4 |
| Engineering Aide | 0.7 | 0.7 | 0.7 | 0.7 |
| sub-total FTE | 6.7 | 6.7 | 7.7 | 7.7 |
| sub-total FT/PT | 6 FT/1 PT | 6 FT/1 PT | 7 FT/1 PT | 7 FT/1 PT |
| Total FTE | 13.9 | 13.9 | 14.9 | 14.9 |
| Total Full/Part Time | 12 FT/3 PT | 12 FT/3 PT | 13 FT/3 PT | 13 FT/3 PT |

3100 DPW Administration & Engineering

Town of Lexington, Massachusetts

Budget Recommendations:

The FY2016 recommended All Funds Administration and Engineering budget inclusive of the General Fund operating budgets for Administration, Engineering and Street Lighting and the Regional Cache Revolving Fund which funds the operation of the cache, a repository of emergency equipment at the Hartwell Avenue compost facility for use by contributing member communities, is \$1,660,577. The recommended budget is a \$44,709, or 2.77% increase over the restated FY2015 budget. The budget is restated to reflect cost of living increases that were not included in the FY2015 budget as adopted at the 2014 annual town meeting.

The Administration and Engineering FY2016 recommended General Fund operating budget is \$1,640,577, which is a \$44,709, or 2.80% increase from the restated FY2015 General Fund budget.

The General Fund operating budget for Compensation is \$1,180,350, and reflects a \$23,497 or 2.03% increase, which is attributable to the cost of prospective salary step increases. FY16 Compensation does not include any estimate of prospective cost of living increases. Funds for prospective increases are budgeted for in the Salary Adjustment account within the Town Manager's budget.

The General Fund operating budget for Expenses is \$460,227 and reflects a \$21,212, or 4.83% increase. The most notable change in the Expense Budget is in the Street Lighting Division which is increasing approximately \$20,000; a net change primarily driven by an increase of \$71,000 to fund the ongoing repair of induction lights to maintain a fully operational system, which is offset by a decrease of \$59,900 in the line-item for lease agreements reflecting the final payment in November 2015 for energy-saving induction lighting installed in 2010.

The FY16 recommended Regional Cache Revolving Fund request is level funded at \$20,000.

Program Improvement Requests:

| Description | Request | | | Recommended | | | Not Recommended |
|----------------|-----------------------|---|-----------------|-----------------------|---|-------|-----------------|
| | Salaries and Expenses | Benefits (to be budgeted under Shared Expenses) | Total Requested | Salaries and Expenses | Benefits (to be budgeted under Shared Expenses) | Total | |
| None Requested | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

3100 DPW Administration & Engineering

Program: Public Works
Town of Lexington, Massachusetts

Budget Summary:

| Funding Sources | FY 2013 Actual | FY 2014 Actual | FY2015 Estimated | FY2016 Projected | Dollar Increase | Percent Increase |
|--|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| Tax Levy | \$ 1,064,204 | \$ 1,204,085 | \$ 1,250,560 | \$ 1,277,837 | \$ 27,277 | 2.18% |
| Enterprise Funds (Indirects) | \$ 345,856 | \$ 340,383 | \$ 318,028 | \$ 335,179 | \$ 17,151 | 5.39% |
| Fees & Charges | - | - | - | - | - | - |
| Charges for Service | \$ 4,236 | \$ 4,164 | \$ 3,480 | \$ 3,760 | \$ 280 | 8.06% |
| Licenses & Permits | \$ 46,058 | \$ 43,864 | \$ 43,800 | \$ 43,800 | \$ - | 0.00% |
| Parking Fund | \$ 2,673 | \$ 1,705 | \$ 2,145 | \$ 2,120 | \$ (26) | -1.20% |
| Regional Cache at Hartwell Ave | \$ 1,866 | \$ 942 | \$ 20,000 | \$ 20,000 | \$ - | 0.00% |
| Total 3100 DPW Admin. & Engineering | \$ 1,463,027 | \$ 1,594,200 | \$ 1,615,868 | \$ 1,660,577 | \$ 44,709 | 2.77% |

| Appropriation Summary (All Funds) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Compensation | \$ 1,020,754 | \$ 1,073,869 | \$ 1,156,853 | \$ 1,180,350 | \$ 23,497 | 2.03% |
| Expenses | \$ 442,273 | \$ 520,331 | \$ 459,015 | \$ 480,227 | \$ 21,212 | 4.62% |
| Total 3100 DPW Admin. & Engineering | \$ 1,463,027 | \$ 1,594,200 | \$ 1,615,868 | \$ 1,660,577 | \$ 44,709 | 2.77% |

| Program Summary (All Funds) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Total 3110 DPW Administration | \$ 529,548 | \$ 572,026 | \$ 590,827 | \$ 604,299 | \$ 13,472 | 2.28% |
| Total 3120 Engineering | \$ 558,353 | \$ 644,420 | \$ 737,895 | \$ 749,375 | \$ 11,480 | 1.56% |
| Total 3130 Street Lighting | \$ 375,126 | \$ 377,754 | \$ 287,145 | \$ 306,902 | \$ 19,757 | 6.88% |
| Total 3100 DPW Admin. & Engineering | \$ 1,463,027 | \$ 1,594,200 | \$ 1,615,868 | \$ 1,660,577 | \$ 44,709 | 2.77% |

| Object Code Summary (All Funds) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Salaries & Wages | \$ 1,002,667 | \$ 1,067,597 | \$ 1,143,589 | \$ 1,167,029 | \$ 23,441 | 2.05% |
| Overtime | \$ 18,087 | \$ 6,272 | \$ 13,264 | \$ 13,320 | \$ 56 | 0.42% |
| Personal Services | \$ 1,020,754 | \$ 1,073,869 | \$ 1,156,853 | \$ 1,180,350 | \$ 23,497 | 2.03% |
| Contractual Services | \$ 300,395 | \$ 315,361 | \$ 288,970 | \$ 264,525 | \$ (24,445) | -8.46% |
| Utilities | \$ 119,797 | \$ 114,112 | \$ 121,395 | \$ 130,402 | \$ 9,007 | 7.42% |
| Supplies | \$ 21,497 | \$ 90,551 | \$ 47,650 | \$ 84,800 | \$ 37,150 | 77.96% |
| Small Capital | \$ 584 | \$ 308 | \$ 1,000 | \$ 500 | \$ (500) | -50.00% |
| Expenses | \$ 442,273 | \$ 520,331 | \$ 459,015 | \$ 480,227 | \$ 21,212 | 4.62% |
| Total 3100 DPW Admin. & Engineering | \$ 1,463,027 | \$ 1,594,200 | \$ 1,615,868 | \$ 1,660,577 | \$ 44,709 | 2.77% |

| Program Summary (General Fund) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Compensation | \$ 1,020,754 | \$ 1,073,869 | \$ 1,156,853 | \$ 1,180,350 | \$ 23,497 | 2.03% |
| Expenses | \$ 440,407 | \$ 519,389 | \$ 439,015 | \$ 460,227 | \$ 21,212 | 4.83% |
| Total 3100 DPW Admin. & Engineering | \$ 1,461,161 | \$ 1,593,258 | \$ 1,595,868 | \$ 1,640,577 | \$ 44,709 | 2.80% |

| Appropriation Summary (Non-General Fund) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|-------------------|-------------------|--------------------|-----------------------|--------------------|---------------------|
| Expenses | \$ 1,866 | \$ 942 | \$ 20,000 | \$ 20,000 | \$ - | 0.00% |
| Total 3110 Admin: Regional Cache | \$ 1,866 | \$ 942 | \$ 20,000 | \$ 20,000 | \$ - | 0.00% |
| Total 3100 DPW Admin. & Engineering | \$ 1,866 | \$ 942 | \$ 20,000 | \$ 20,000 | \$ - | 0.00% |

3200 Highway

Mission: The Highway Division maintains the town streets, sidewalks and storm water infrastructure, providing for the safe movement of vehicular and pedestrian traffic. The Highway Division performs minor construction repairs, snow and ice operations for roadways and sidewalks, maintains all traffic signage, traffic markings and supervises contractual service providers that perform repairs, cleaning and maintenance work. In addition, the Road Machinery Division ensures that the Town's fleet is operational and well maintained by performing repairs, preventative maintenance and managing the fuel management program.

Budget Overview: The Highway Division includes Highway Maintenance, Road Machinery and Snow Removal.

Highway Maintenance is responsible for all public streets, sidewalks, town parking lots, drainage infrastructure and brooks, performing minor construction repairs, as well as maintaining all traffic signage and traffic markings.

Road Machinery is responsible for the repair and preventive maintenance of 160 vehicles, rolling stock and equipment.

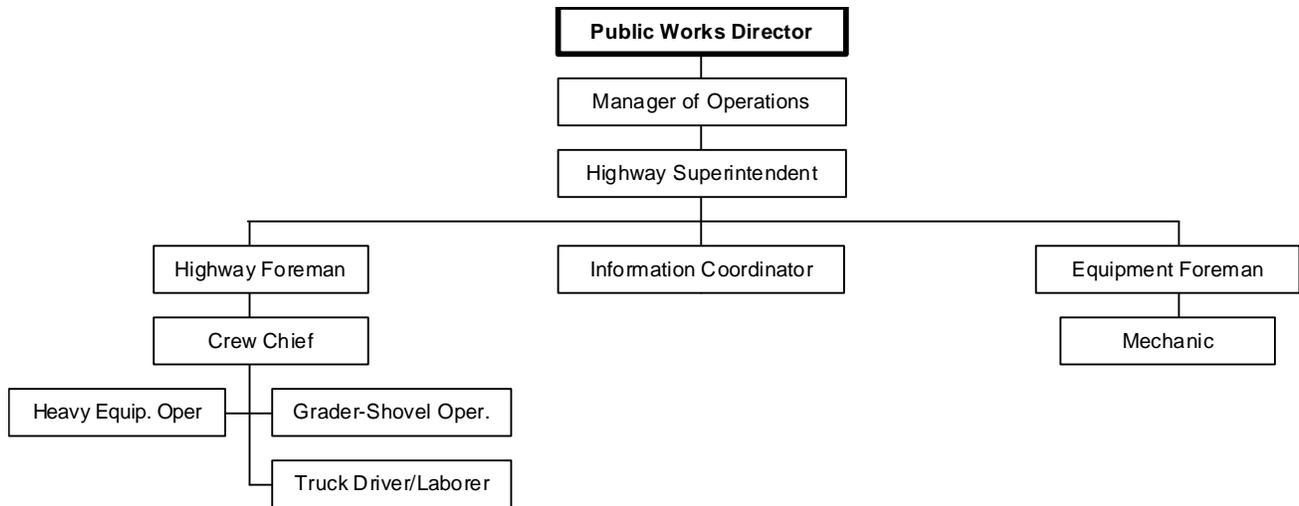
Snow Removal is responsible for removing snow and treating 155 miles of roads and 62 miles of sidewalks.

The Highway Division staff works with and provides support to the Sidewalk and Center Committees.

Division Initiatives:

1. Continue with the repair and replacement of regulatory signs per the Retro-reflectivity study conducted in 2013.
2. Continue drainage and flushing program.
3. Take proactive measures to repair catch basins town wide.
4. Refine the preventative maintenance program with new technologies.
5. Implementation of web-based technologies that improve efficiency.
6. Refine the use of enhanced liquids with salt in order to enhance the treatment processes and reduce salt consumption.
7. Continue researching new technologies that will improve the efficiency of snow removal operations.

3200 Highway



Authorized/Appropriated Staffing

| | FY 2013 Budget | FY 2014 Budget | FY 2015 Budget | FY 2016 Recommended |
|--|-------------------|-------------------|-------------------|------------------------|
| Element 3210: Highway Maintenance | | | | |
| Supt. of Equipment, Highways & Drains | 1 | 1 | 1 | 1 |
| Highway Foreman | 1 | 1 | 1 | 1 |
| Crew Chief | 2 | 2 | 2 | 2 |
| Laborer/Truck Driver | 1 | 0 | 1 | 0 |
| Heavy Equipment Operators | 4 | 5 | 4 | 5 |
| Leadman | 2 | 2 | 2 | 2 |
| Gradel/Shovel Operator | 1 | 1 | 1 | 1 |
| Information Coordinator | 1 | 1 | 1 | 1 |
| Seasonal Laborer | 1 | 1 | 1 | 1 |
| sub-total FTE | 14 | 14 | 14 | 14 |
| sub-total FT/PT | 13 FT/2 PT | 13 FT/2 PT | 13 FT/2 PT | 13 FT/2 PT |
| Element 3220: Road Machinery | | | | |
| Equipment Foreman | 1 | 1 | 1 | 1 |
| Mechanic | 4 | 4 | 4 | 4 |
| sub-total FTE | 5 | 5 | 5 | 5 |
| sub-total FT/PT | 4 FT/0 PT | 5 FT/0 PT | 5 FT/0 PT | 5 FT/0 PT |
| Total FTE | 19 | 19 | 19 | 19 |
| Total Full/Part Time | 17 FT/2 PT | 18 FT/2 PT | 18 FT/2 PT | 18 FT/2 PT |

3200 Highway

Budget Recommendations:

The FY2016 recommended Highway budget inclusive of Highway Maintenance, Road Machinery and Snow Removal divisions is \$3,127,511. The recommended budget is a \$1,183, or 0.04% decrease over the restated FY2015 budget. The budget is restated to reflect cost of living increases that were not included in the FY2015 budget as adopted at the 2014 annual town meeting.

The budget for Compensation is \$1,276,963, and reflects a \$22,292, or 1.78% increase, which is attributable to the cost of prospective step increases. FY16 Compensation does not include any estimate of prospective cost of living increases. Funds for prospective increases are budgeted for in the Salary Adjustment account within the Town Manager's budget.

The budget for Expenses is \$1,850,548 and reflects a \$23,475, or 1.25% decrease which reflects an increase in Highway expenses of approximately \$27,000, a decrease in Road Machinery expenses of approximately \$51,000 and effectively level funding of Snow Removal expenses. The biggest driver of the increase in Highway expenses is for contracted services to complement in-house staff in the maintenance of storm water retention infrastructure. The biggest driver for the decrease in Road Machinery expenses is a decrease in the budget for fuel. The budget continues funding of the second of a three-phase effort to replace street signs identified during the 2013 Retro Reflectivity Study.

Program Improvement Requests:

| Description | Request | | | Recommended | | | Not Recommended |
|----------------|-----------------------|--|-----------------|-----------------------|---|-------|-----------------|
| | Salaries and Expenses | Benefits (to be budgeted in Shared Expenses) | Total Requested | Salaries and Expenses | Benefits (to be budgeted under Shared Expenses) | Total | |
| None Requested | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

3200 Highway

Budget Summary:

| Funding Sources | FY 2013 Actual | FY 2014 Actual | FY2015 Estimated | FY2016 Projected | Dollar Increase | Percent Increase |
|------------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| Tax Levy | \$ 3,046,716 | \$ 3,347,609 | \$ 2,968,815 | \$ 2,904,829 | \$ (63,986) | -2.2% |
| Enterprise Funds (Indirects) | \$ 202,450 | \$ 195,920 | \$ 126,955 | \$ 189,872 | \$ 62,917 | 33.1% |
| Fees & Charges | - | - | - | - | - | - |
| Parking Fund | \$ 31,983 | \$ 31,983 | \$ 32,924 | \$ 32,810 | \$ (115) | -0.3% |
| Total 3200 Highway | \$ 3,281,149 | \$ 3,575,512 | \$ 3,128,694 | \$ 3,127,511 | \$ (1,183) | -0.04% |

| Appropriation Summary (All Funds) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|-----------------------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Compensation | \$ 1,365,978 | \$ 1,426,564 | \$ 1,254,671 | \$ 1,276,963 | \$ 22,292 | 1.78% |
| Expenses | \$ 1,915,171 | \$ 2,148,948 | \$ 1,874,023 | \$ 1,850,548 | \$ (23,475) | -1.25% |
| Total 3200 Highway | \$ 3,281,149 | \$ 3,575,512 | \$ 3,128,694 | \$ 3,127,511 | \$ (1,183) | -0.04% |

| Program Summary (All Funds) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--------------------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Total 3210 Highway Maintenance | \$ 1,103,113 | \$ 1,100,483 | \$ 1,241,420 | \$ 1,287,363 | \$ 45,943 | 3.70% |
| Total 3220 Road Machinery | \$ 729,113 | \$ 730,489 | \$ 759,558 | \$ 711,932 | \$ (47,626) | -6.27% |
| Total 3230 Snow Removal | \$ 1,448,923 | \$ 1,744,540 | \$ 1,127,716 | \$ 1,128,216 | \$ 500 | 0.04% |
| Total 3200 Highway | \$ 3,281,149 | \$ 3,575,512 | \$ 3,128,694 | \$ 3,127,511 | \$ (1,183) | -0.04% |

| Object Code Summary (All Funds) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|---------------------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Salaries & Wages | \$ 1,038,526 | \$ 1,016,078 | \$ 1,021,495 | \$ 1,042,906 | \$ 21,411 | 2.10% |
| Overtime | \$ 327,452 | \$ 410,486 | \$ 233,176 | \$ 234,057 | \$ 881 | 0.38% |
| <i>Personal Services</i> | <i>\$ 1,365,978</i> | <i>\$ 1,426,564</i> | <i>\$ 1,254,671</i> | <i>\$ 1,276,963</i> | <i>\$ 22,292</i> | <i>1.78%</i> |
| Contractual Services | \$ 862,335 | \$ 979,600 | \$ 731,796 | \$ 762,600 | \$ 30,804 | 4.21% |
| Utilities | \$ 221,431 | \$ 210,421 | \$ 301,435 | \$ 251,480 | \$ (49,955) | -16.57% |
| Supplies | \$ 778,003 | \$ 913,714 | \$ 785,117 | \$ 779,652 | \$ (5,466) | -0.70% |
| Small Capital | \$ 53,402 | \$ 45,213 | \$ 55,675 | \$ 56,817 | \$ 1,142 | 2.05% |
| <i>Expenses</i> | <i>\$ 1,915,171</i> | <i>\$ 2,148,948</i> | <i>\$ 1,874,023</i> | <i>\$ 1,850,548</i> | <i>\$ (23,475)</i> | <i>-1.25%</i> |
| Total 3200 Highway | \$ 3,281,149 | \$ 3,575,512 | \$ 3,128,694 | \$ 3,127,511 | \$ (1,183) | -0.04% |

3300 Public Grounds

Mission: The Public Grounds Division, working with other Town Departments, user groups and concerned citizens, support various Town services and recreational opportunities that help to preserve the Town's green character and open spaces and promote public safety. Through the Cemetery Division, it also serves bereaved families and provides well-maintained cemetery grounds.

Budget Overview: The Public Grounds Division is comprised of the Parks, Forestry and Cemetery functions.

The Parks staff maintain 9 parks, 12 playgrounds, 28 conservation areas, 41 athletic fields, 12 school grounds, 4 tennis facilities, 3 historical sites, the pool and reservoir complexes as well as the Town's bicycle, fitness and conservation trails totaling approximately 630 acres. Lexington's athletic fields are used by many groups, which put excessive demands on these facilities. The new turf program has continued to make a marked improvement of the safety and playability of these fields.

The Forestry staff maintains approximately 10,000 street trees, an undetermined number of trees on Park and Conservation lands and numerous shrub bed plantings on park, cemetery, school and conservation properties and along right-of-ways.

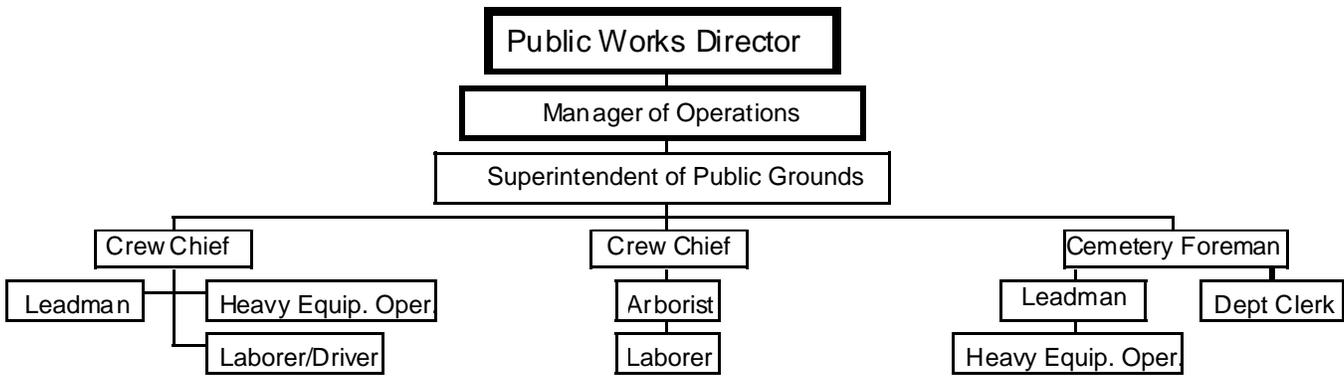
The Cemetery staff is responsible for the administration and maintenance of four cemeteries including 21.5 acres in Westview, 6.9 acres in Munroe, 1.28 in Colonial and 0.5 acres in Robbins.

Staff supports the Recreation, Tree and Bike Path Advisory Committees.

Division Initiatives:

1. Continue the implementation of a proactive park maintenance program to provide safe, well-maintained, aesthetically pleasing parks, athletic fields and public grounds.
2. Develop a program to improve two turf areas per year. This past year the areas worked on were Hastings Park and Garfield Park.
3. Continue the implementation of planting at least one hundred and thirty trees per year in the Town Right-of Ways, parks, public grounds areas, and setback areas on private property. It is anticipated that the trees for the FY2016 plantings will come from the Tree Nursery and bare root trees from a supplier.
4. Continue the implementation of a proactive tree maintenance program to minimize hazard trees and perform timely tree pruning to promote good tree health, safety and aesthetics.
5. Continue the GPS location of graves at Westview Cemetery and begin plans for the other cemeteries.
6. Plan for future expansion of the Westview Cemetery.

3300 Public Grounds



Authorized/Appropriated Staffing

| | FY 2013 Budget | FY 2014 Budget | FY 2015 Budget | FY 2016 Recommended |
|--|-------------------|-------------------|-------------------|------------------------|
| Element 3310: Parks Division | | | | |
| Superintendent of Public Grounds | 1 | 1 | 1 | 1 |
| Crew Chief | 4 | 3 | 3 | 3 |
| Leadman | 2 | 4 | 4 | 4 |
| Heavy Equipment Operator | 6 | 4 | 2 | 6 |
| Laborer-Truck Driver | 2 | 3 | 5 | 1 |
| sub-total FTE | 15 | 15 | 15 | 15 |
| sub-total FT/PT | 15 FT/0 PT | 15 FT/0 PT | 15 FT/0 PT | 15 FT/0 PT |
| Element 3320: Forestry Division | | | | |
| Crew Chief | 1 | 1 | 1 | 1 |
| Senior Arborist | 2 | 2 | 2 | 2 |
| Laborer-Tree Climber | 1 | 2 | 2 | 2 |
| Seasonal Laborer* | 0.6 | 0.6 | 0.6 | 0.6 |
| sub-total FTE | 4 | 5.6 | 5.6 | 5.6 |
| sub-total FT/PT | 4 FT/0 PT | 5 FT/2 PT | 5 FT/2 PT | 5 FT/2 PT |
| Element 3330: Cemetery Division | | | | |
| Cemetery Foreman | 1 | 1 | 1 | 1 |
| Crew Chief | 0 | 0 | 0 | 0 |
| Leadman | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 1 | 1 | 1 | 1 |
| Department Clerk | 1 | 1 | 1 | 1 |
| Seasonal Laborer | 0.6 | 0.6 | 0.6 | 0.6 |
| sub-total FTE | 4.6 | 4.6 | 4.6 | 4.6 |
| sub-total FT/PT | 4 FT/2 PT | 4 FT/2 PT | 4 FT/2 PT | 4 FT/2 PT |
| Total FTE | 23.6 | 25.2 | 25.2 | 25.2 |
| Total Full/Part Time | 23 FT/2 PT | 24 FT/4 PT | 24 FT/4 PT | 24 FT/4 PT |

*Seasonal Laborers in 3320 Forestry have been funded since FY2013.

3300 Public Grounds

Budget Recommendations:

The FY2016 recommended All Funds Public Grounds budget inclusive of the General Fund operating budgets for the Parks, Forestry and Cemetery divisions and the Burial Containers and Lexington Tree Fund Revolving Funds is \$1,827,309. The recommended budget is a \$43,878, or 2.46% increase over the restated FY2015 budget. The budget is restated to reflect cost of living increases that were not included in the FY2015 budget as adopted at the 2014 annual town meeting.

The combined Parks, Forestry and Cemetery FY2016 recommended General Fund operating budget is \$1,742,309, which is a \$23,878, or 1.39% increase from the restated FY2015 General Fund budget.

The combined Parks, Forestry and Cemetery General Fund operating budget for Compensation is \$1,307,104, and reflects a \$2,902, or 0.22% decrease, which is attributable to the cost of prospective step increases. FY16 Compensation does not include any estimate of prospective cost of living increases. Funds for prospective increases are budgeted for in the Salary Adjustment account within the Town Manager's budget.

The combined Parks, Forestry and Cemetery General Fund operating budget for Expenses is \$435,205 and reflects a \$26,780, or 6.56% increase. The Parks Division expense budget is increasing by \$19,530, or 8.31% and the increase is driven primarily by the projected increase in water usage for new irrigation systems at Hastings Park and Garfield Park and added irrigation at the Clarke, Diamond and Center Playfields. The Forestry Division expense budget is effectively level-funded at \$121,900. The Cemetery Division expense budget is increasing by \$5,750, or 10.85% and the increase is driven primarily by the projected increase in water usage for the added irrigation at the Westview Cemetery.

The FY16 recommended revolving fund budgets are \$85,000, a \$20,000, or 30.77% increase. The Burial Container budget is level-funded at \$40,000 and the Tree Fund budget is recommended to increase by \$20,000 to accelerate tree planting throughout Town pursuant to a joint initiative of the Tree Committee and the Department of Public Works.

Program Improvement Requests:

| Description | Request | | | Recommended | | | Not Recommended |
|----------------|-----------------------|--|-----------------|-----------------------|---|-------|-----------------|
| | Salaries and Expenses | Benefits (to be budgeted in Shared Expenses) | Total Requested | Salaries and Expenses | Benefits (to be budgeted under Shared Expenses) | Total | |
| None Requested | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

3300 Public Grounds

Budget Summary:

| Funding Sources | FY 2013 Actual | FY 2014 Actual | FY2015 Estimated | FY2016 Projected | Dollar Increase | Percent Increase |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| Tax Levy | \$ 1,023,973 | \$ 1,194,328 | \$ 1,361,527 | \$ 1,396,524 | \$ 34,998 | 2.57% |
| Enterprise Funds (Indirects) | \$ 121,296 | \$ 121,296 | \$ 117,384 | \$ 113,760 | \$ (3,624) | -3.09% |
| Fees & Charges | - | - | - | - | - | - |
| Cemetery Prep Fees | \$ 139,063 | \$ 122,321 | \$ 134,520 | \$ 127,024 | \$ (7,496) | -5.57% |
| Directed Funding | - | - | - | - | - | - |
| Cemetery Trust | \$ 120,000 | \$ 120,000 | \$ 105,000 | \$ 105,000 | \$ - | 0.00% |
| Revolving Funds | - | - | - | - | - | - |
| Burial Containers | \$ 37,300 | \$ 26,538 | \$ 40,000 | \$ 40,000 | \$ - | 0.00% |
| Tree | \$ 4,470 | \$ 24,999 | \$ 25,000 | \$ 45,000 | \$ 20,000 | 80.00% |
| Total 3300 Public Grounds | \$ 1,446,102 | \$ 1,609,483 | \$ 1,783,430 | \$ 1,827,309 | \$ 43,878 | 2.46% |

| Appropriation Summary (All Funds) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|-----------------------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Compensation | \$ 1,102,691 | \$ 1,163,819 | \$ 1,310,005 | \$ 1,307,104 | \$ (2,902) | -0.22% |
| Expenses | \$ 343,411 | \$ 445,664 | \$ 473,425 | \$ 520,205 | \$ 46,780 | 9.88% |
| Total 3300 Public Grounds | \$ 1,446,102 | \$ 1,609,483 | \$ 1,783,430 | \$ 1,827,309 | \$ 43,878 | 2.46% |

| Program Summary (All Funds) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|----------------------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Total 3310 Parks Division | \$ 872,716 | \$ 1,009,264 | \$ 1,038,652 | \$ 1,053,859 | \$ 15,207 | 1.46% |
| Total 3320 Forestry | \$ 276,822 | \$ 289,385 | \$ 410,852 | \$ 432,943 | \$ 22,091 | 5.38% |
| Total 3330 Cemetery | \$ 296,564 | \$ 310,834 | \$ 333,926 | \$ 340,507 | \$ 6,581 | 1.97% |
| Total 3300 Public Grounds | \$ 1,446,102 | \$ 1,609,483 | \$ 1,783,430 | \$ 1,827,309 | \$ 43,878 | 2.46% |

| Object Code Summary (All Funds) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|----------------------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Salaries & Wages | \$ 992,413 | \$ 1,049,129 | \$ 1,233,265 | \$ 1,230,361 | \$ (2,904) | -0.24% |
| Overtime | \$ 110,278 | \$ 114,690 | \$ 76,741 | \$ 76,743 | \$ 2 | 0.00% |
| Personal Services | \$ 1,102,691 | \$ 1,163,819 | \$ 1,310,005 | \$ 1,307,104 | \$ (2,902) | -0.22% |
| Contractual Services | \$ 159,490 | \$ 202,147 | \$ 257,250 | \$ 262,530 | \$ 5,280 | 2.05% |
| Utilities | \$ 12,605 | \$ 31,504 | \$ 18,675 | \$ 38,675 | \$ 20,000 | 107.10% |
| Supplies | \$ 146,634 | \$ 189,431 | \$ 189,800 | \$ 211,300 | \$ 21,500 | 11.33% |
| Small Capital | \$ 24,683 | \$ 22,582 | \$ 7,700 | \$ 7,700 | \$ - | 0.00% |
| Expenses | \$ 343,411 | \$ 445,664 | \$ 473,425 | \$ 520,205 | \$ 46,780 | 9.88% |
| Total 3300 Public Grounds | \$ 1,446,102 | \$ 1,609,483 | \$ 1,783,430 | \$ 1,827,309 | \$ 43,878 | 2.46% |

| Appropriation Summary (General Fund Only) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|---|---------------------|---------------------|---------------------|-----------------------|--------------------|---------------------|
| Compensation | \$ 1,102,691 | \$ 1,163,819 | \$ 1,310,005 | \$ 1,307,104 | \$ (2,902) | -0.22% |
| Expenses | \$ 307,941 | \$ 394,127 | \$ 408,425 | \$ 435,205 | \$ 26,780 | 6.56% |
| Total 3300 Public Grounds | \$ 1,410,632 | \$ 1,557,946 | \$ 1,718,430 | \$ 1,742,309 | \$ 23,878 | 1.39% |

| Appropriation Summary (Non-General Fund) | FY 2013 Actual | FY 2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|-------------------|-------------------|--------------------|-----------------------|--------------------|---------------------|
| Compensation | \$ - | \$ - | \$ - | \$ - | \$ - | - |
| Expenses | \$ 35,470 | \$ 51,537 | \$ 65,000 | \$ 85,000 | \$ 20,000 | 30.77% |
| Total 3320 Forestry | \$ 9,577 | \$ 24,999 | \$ 25,000 | \$ 45,000 | \$ 20,000 | 80.00% |
| Total 3330 Cemetery | \$ 25,893 | \$ 26,538 | \$ 40,000 | \$ 40,000 | \$ - | 0.00% |
| Total 3300 Public Grounds | \$ 35,470 | \$ 51,537 | \$ 65,000 | \$ 85,000 | \$ 20,000 | 30.77% |

3400 Environmental Services

Mission: The Environmental Services Division manages the solid waste, recyclables, yard waste and household hazardous products generated by the residents and at municipal facilities. The Division also provides educational materials on ways to reduce the solid waste, increase recycling and composting, and reduce the toxicity of the waste stream.

Budget Overview: The Environmental Services Division includes Refuse Collection and Disposal, Recycling, Yard Waste and Appliance/Electronic Waste.

Refuse collection is the curbside collection of non-recyclable residential solid waste and the separate collection of large appliances and yard waste. Recycling is the curbside collection of recyclable products, management of yard waste operations at the Hartwell Avenue Compost Facility, operation of the Minuteman Household Hazardous Products regional facility and curbside collection of televisions, computer monitors and other electronics (CRT's) and drop off of corrugated cardboard.

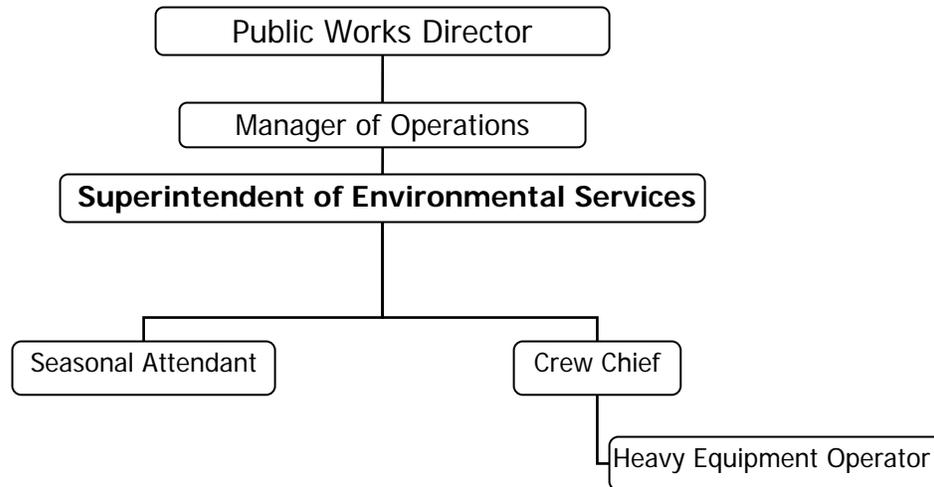
FY2016 is the fourth year of a five year contract with JRM Hauling and Recycling Inc. The total refuse and recycling contract was \$1,460,000 in FY2013, \$1,489,000 in FY2014 and \$1,518,984 in FY2015. In FY2016, Curbside refuse collection will increase \$15,592, or 2%.

The Town is currently under contract with Wheelabrator in North Andover through June 30, 2020.

Division Initiatives:

1. Continue to oversee enforcement of mandatory recycling by-law and State waste ban regulations implemented by curbside collection vendor.
2. Review current Landscape contractor yard waste disposal permit program.
3. Participate in Solar RFP process to potentially site solar panels at Hartwell Avenue.
4. Examine recycling opportunities for the Lexington Business community.
5. Continue to explore future alternative disposal options for municipal solid waste.

3400 Environmental Services



Authorized/Appropriated Staffing

| | FY 2013 Budget | FY 2014 Budget | FY 2015 Budget | FY 2016 Recommended |
|---|-------------------|-------------------|-------------------|------------------------|
| Element 3420: Recycling (Compost Facility) | | | | |
| Superintendent of Environmental Services | 1 | 1 | 1 | 1 |
| Crew Chief | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator** | 1 | 1 | 1 | 1 |
| Seasonal Heavy Equipment Operator | | | 0.5 | 0.5 |
| Seasonal Attendant | 0.7 | 0.7 | 0.7 | 0.7 |
| sub-total FTE | 3.7 | 3.7 | 4.2 | 4.2 |
| sub-total FT/PT | 2 FT/1 PT* | 3 FT/1 PT* | 3 FT/1 PT* | 3 FT/1 PT* |
| Total FTE | 3.7 | 3.7 | 4.2 | 4.2 |
| Total Full/Part Time | 2 FT/1 PT | 3 FT/1 PT | 3 FT/1 PT | 3 FT/1 PT |

**Additional appropriation in FY13

3400 Environmental Services

Budget Recommendations:

The FY2016 recommended All Funds Environmental Services budget inclusive of the General Fund operating budgets for the Refuse Collection, Recycling and Refuse Disposal divisions and the Compost Operations and Minuteman Household Hazardous Waste Program Revolving Funds is \$2,954,099. The recommended budget is a \$28,834, or 0.97% decrease over the restated FY2015 budget. The budget is restated to reflect cost of living increases that were not included in the FY2015 budget as adopted at the 2014 annual town meeting.

The combined Refuse Collection, Recycling and Refuse Disposal FY2016 recommended General Fund operating budget is \$2,239,177, which is a \$68,766, or 2.98% decrease from the restated FY2015 General Fund budget.

There is no combined Refuse Collection, Recycling and Refuse Disposal General Fund operating budget for Compensation as all staff is funded within the Compost Operations Revolving Fund budget.

The combined Refuse Collection, Recycling and Refuse Disposal General Fund operating budget for Expenses is \$2,239,177 and reflects a \$68,776, or 2.98% decrease. The Refuse Collection expense budget is recommended at \$795,153 an increase of \$15,592, or 2.0% and is attributable to the cost escalator in the Town's contract for refuse collection with JRM. The Recycling expense budget is recommended at \$871,024 an increase of \$16,032, or 1.88% to cover projected increases in the cost of curbside collection of paper & cardboard, containers, 24 curbside yard waste collections, appliances, large scrap metal items, and electronic waste. The Refuse Disposal expense budget is recommended at \$573,000, a decrease of \$100,400, or 14.91% attributable to a 14.9%, or \$11 decrease in the Town's tipping fee per ton. Total refuse disposal tonnage for FY16 is projected to be 9,100 tons.

The FY16 revolving fund budgets are recommended at \$714,922, a \$39,942, or 5.92% increase. Minuteman Household Hazardous Waste Program Revolving Fund is level-funded at \$180,000. The Compost Operations Revolving Fund is recommended at \$534,922, a \$39,942, or 8.07% increase which reflects a \$5,311 increase in compensation, a \$10,400 increase in expenses driven primarily by increased costs of screening compost. In addition, debt service is increasing by \$23,694 to reflect the projected cost of short-term financing and long-term debt issuance costs of a loader and windrow turner recommended in the FY16 capital budget.

Program Improvement Requests:

| Description | Request | | | Recommended | | | Not Recommended |
|---|-----------------------|--|-----------------|-----------------------|--|-------|-----------------|
| | Salaries and Expenses | Benefits (to be budgeted in Shared Expenses) | Total Requested | Salaries and Expenses | (to be budgeted under Shared Expenses) | Total | |
| Heavy Equipment Operator at Compost Facility: Part-time to Full time ¹ | \$ 19,600 | \$ 14,911 | \$ 34,511 | TBD | TBD | TBD | \$ - |

¹ If approved, funding will be from the Compost revolving Fund.

3400 Environmental Services

Program: Public Works
Town of Lexington, Massachusetts

Budget Summary:

| Funding Sources | FY2013 Actual | FY2014 Actual | FY2015 Estimated | FY2016 Projected | Dollar Increase | Percent Increase |
|--|---------------------|---------------------|---------------------|---------------------|--------------------|------------------|
| Tax Levy | \$ 2,118,759 | \$ 2,158,835 | \$ 2,307,953 | \$ 2,239,177 | \$ (68,776) | -2.98% |
| Revolving Funds | - | - | - | - | - | - |
| Compost Operations | \$ 361,952 | \$ 445,925 | \$ 494,980 | \$ 534,922 | \$ 39,942 | 8.07% |
| MHHP Operations | \$ 120,356 | \$ 145,727 | \$ 180,000 | \$ 180,000 | \$ - | 0.00% |
| Total 3400 Environmental Services | \$ 2,601,067 | \$ 2,750,487 | \$ 2,982,933 | \$ 2,954,099 | \$ (28,834) | -0.97% |

| Appropriation Summary (All Funds) | FY2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|---------------------|---------------------|---------------------|---------------------|--------------------|------------------|
| Compensation | \$ 204,184 | \$ 206,931 | \$ 246,773 | \$ 252,084 | \$ 5,311 | 2.15% |
| Expenses | \$ 2,312,389 | \$ 2,417,543 | \$ 2,639,403 | \$ 2,581,027 | \$ (58,376) | -2.21% |
| Benefits | \$ 41,089 | \$ 42,614 | \$ 56,557 | \$ 57,094 | \$ 537 | 0.95% |
| Debt Service (Revolving Fund) | \$ 43,405 | \$ 83,400 | \$ 40,200 | \$ 63,894 | \$ 23,694 | 58.94% |
| Total 3400 Environmental Services | \$ 2,601,067 | \$ 2,750,487 | \$ 2,982,933 | \$ 2,954,099 | \$ (28,834) | -0.97% |

| Program Summary (All Funds) | FY2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|---------------------|---------------------|---------------------|---------------------|--------------------|------------------|
| Total 3410 Refuse Collection | \$ 749,290 | \$ 764,603 | \$ 779,561 | \$ 795,153 | \$ 15,592 | 2.00% |
| Total 3420 Recycling | \$ 1,284,292 | \$ 1,391,711 | \$ 1,529,972 | \$ 1,585,946 | \$ 55,974 | 3.66% |
| Total 3420 Refuse Disposal | \$ 567,485 | \$ 594,174 | \$ 673,400 | \$ 573,000 | \$ (100,400) | -14.91% |
| Total 3400 Environmental Services | \$ 2,601,067 | \$ 2,750,487 | \$ 2,982,933 | \$ 2,954,099 | \$ (28,834) | -0.97% |

| Object Code Summary (All Funds) | FY2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|---------------------|---------------------|---------------------|---------------------|--------------------|------------------|
| Salaries & Wages | \$ 178,158 | \$ 187,383 | \$ 225,773 | \$ 230,559 | \$ 4,786 | 2.12% |
| Overtime | \$ 26,025 | \$ 19,548 | \$ 21,000 | \$ 21,525 | \$ 525 | 2.50% |
| Personal Services | \$ 204,184 | \$ 206,931 | \$ 246,773 | \$ 252,084 | \$ 5,311 | 2.15% |
| Contractual Services | \$ 2,284,155 | \$ 2,385,953 | \$ 2,603,653 | \$ 2,544,877 | \$ (58,776) | -2.26% |
| Utilities | \$ - | \$ - | \$ - | \$ - | \$ - | - |
| Supplies | \$ 28,234 | \$ 31,590 | \$ 35,750 | \$ 36,150 | \$ 400 | 1.12% |
| Small Capital | \$ - | \$ - | \$ - | \$ - | \$ - | - |
| Expenses | \$ 2,312,389 | \$ 2,417,543 | \$ 2,639,403 | \$ 2,581,027 | \$ (58,376) | -2.21% |
| Benefits | \$ 41,089 | \$ 42,614 | \$ 56,557 | \$ 57,094 | \$ 537 | 0.95% |
| Debt | \$ 43,405 | \$ 83,400 | \$ 40,200 | \$ 63,894 | \$ 23,694 | 58.94% |
| Total 3400 Environmental Services | \$ 2,601,067 | \$ 2,750,487 | \$ 2,982,933 | \$ 2,954,099 | \$ (28,834) | -0.97% |

| Appropriation Summary (General Fund Only) | FY2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|---|---------------------|---------------------|---------------------|---------------------|--------------------|------------------|
| Compensation | \$ - | \$ - | \$ - | \$ - | \$ - | 0.00% |
| Expenses | \$ 2,118,759 | \$ 2,158,835 | \$ 2,307,953 | \$ 2,239,177 | \$ (68,776) | -2.98% |
| Total 3400 Environmental Services | \$ 2,118,759 | \$ 2,158,835 | \$ 2,307,953 | \$ 2,239,177 | \$ (68,776) | -2.98% |

| Appropriation Summary (Non-General Fund) | FY2013 Actual | FY2014 Actual | FY2015 Restated | FY2016 Recommended | Dollar Increase | Percent Increase |
|--|-------------------|-------------------|-------------------|--------------------|------------------|------------------|
| Compensation | \$ 204,184 | \$ 206,931 | \$ 246,773 | \$ 252,084 | \$ 5,311 | 2.15% |
| Total 3420 Recycling | \$ 204,184 | \$ 206,931 | \$ 246,773 | \$ 252,084 | \$ 5,311 | 2.15% |
| Expenses | \$ 193,630 | \$ 258,708 | \$ 331,450 | \$ 341,850 | \$ 10,400 | 3.14% |
| Total 3420 Recycling: Compost Operations | \$ 73,274 | \$ 112,981 | \$ 151,450 | \$ 161,850 | \$ 10,400 | 6.87% |
| Total 3420 Recycling: MMHP | \$ 120,356 | \$ 145,727 | \$ 180,000 | \$ 180,000 | \$ - | 0.00% |
| Benefits | \$ 41,089 | \$ 42,614 | \$ 56,557 | \$ 57,094 | \$ 537 | 0.95% |
| Total 3420 Recycling | \$ 41,089 | \$ 42,614 | \$ 56,557 | \$ 57,094 | \$ 537 | 0.95% |
| Debt | \$ 43,405 | \$ 83,400 | \$ 40,200 | \$ 63,894 | \$ 23,694 | 58.94% |
| Total 3420 Recycling | \$ 43,405 | \$ 83,400 | \$ 40,200 | \$ 63,894 | \$ 23,694 | 58.94% |
| Total 3400 Environmental Services | \$ 482,308 | \$ 591,652 | \$ 674,980 | \$ 714,922 | \$ 39,942 | 5.92% |

3600 Water Enterprise

Mission: The Water/Sewer Division provides safe drinking water by regular monitoring and testing of water and maintaining and improving the water system infrastructure.

Budget Overview: The Water Division budget is comprised of Water Operations, Massachusetts Water Resources Authority (MWRA) purchases and indirect support from the General Fund.

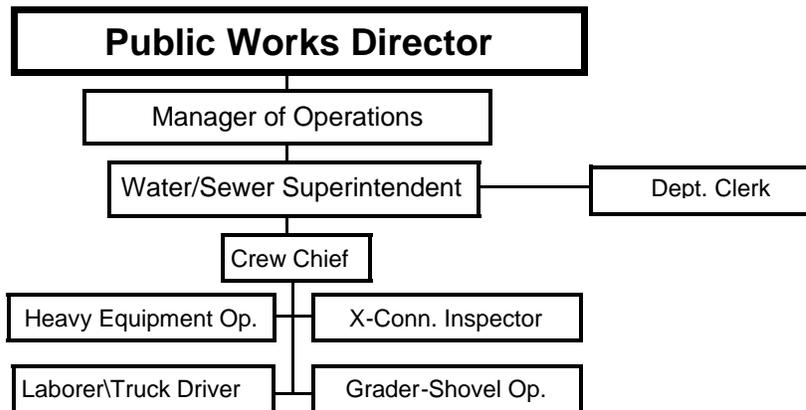
The Water Operations maintains and repairs the water system that delivers water to Lexington homes and businesses through 154 miles of water mains, 1500 fire hydrants and two water towers that store 3.24 million gallons of water. The Town has a three-block inclining rate structure to encourage water conservation. As a customer uses more water, the water rate for the additional units increases. Customers are billed twice per year. The Town also sells water to the Town of Bedford at the MWRA wholesale rate plus an administrative fee.

The MWRA provides water to Lexington and greater Boston.

Indirect support from the General Fund reflects Water Enterprise Fund expenses (benefits, insurance, engineering support) that are appropriated in the General Fund. The Water Enterprise Fund, therefore, reimburses the General Fund for these expenses through an indirect cost transfer.

Departmental Initiatives:

1. Continue with the Hydrant Maintenance Program.
2. Continue seeking out the last 2 percent of meters that have not been changed out.
3. Implement a backflow/cross connection program.
4. Reduce the amount of Pit Meters in Town and change out the manual reads on the ones that cannot be eliminated.
5. Continue to update all the water connection "paper tie cards" for GIS implementation.



Authorized/Appropriated Staffing

| | FY 2013 Budget | FY 2014 Budget | FY 2015 Budget | FY 2016 Recommended |
|-----------------------------------|---------------------------|---------------------------|---------------------------|--------------------------------|
| Supt of Water & Sewer | 0.5 | 0.5 | 0.5 | 0.5 |
| Crew Chief | 2 | 2 | 2 | 2 |
| Grader-Shovel Operator | 1 | 1 | 1 | 1 |
| Leadman/Cross Connector Inspector | 2 | 2 | 2 | 2 |
| Heavy Equipment Operator | 4 | 4 | 4 | 4 |
| Laborer-Truck Driver | 0 | 1 | 1 | 1 |
| Department Clerk | 0.2 | 0.2 | 0.2 | 0.2 |
| Meter Reader/Laborer | 1 | 0 | 0 | 0 |
| Total FTE | 10.7 | 10.7 | 10.7 | 10.7 |
| Total Full/Part Time | 10 FT/2 PT | 10 FT/2 PT | 10 FT/2 PT | 10 FT/2 PT |

3600 Water Enterprise

Budget Recommendations:

The FY2016 recommended Water operating budget is \$10,094,334, inclusive of indirect costs. The recommended budget is a \$823,864, or 8.88% increase over the FY2015 budget.

The budget for Compensation is \$695,679, and reflects a \$21,068, or 3.12% increase, which is attributable to increases for the cost of prospective step increases and increases attributable to prospective cost-of-living adjustments.

The budget for Expenses is \$389,400 which is unchanged from the FY15 budget.

Debt service is recommended to increase by \$35,885 or 2.60%, to continue to finance infrastructure improvements.

The MWRA's Preliminary Assessment for Lexington is \$6,695,144 which is a \$657,172, or 10.88% increase from FY15.

Indirect payments to the General Fund to cover costs incurred by the General Fund in support of water operations are projected at \$898,614, an increase of \$109,339, or 13.85%, and is driven in part by an increase of approximately \$65,000 in costs incurred by the DPW Highway Division for construction-related services.

Program Improvement Requests:

| Description | Request | | | Recommended | | | Not Recommended |
|----------------|-----------------------|--|-----------------|-----------------------|---|-------|-----------------|
| | Salaries and Expenses | Benefits (to be budgeted in Shared Expenses) | Total Requested | Salaries and Expenses | Benefits (to be budgeted under Shared Expenses) | Total | |
| None Requested | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

3600 Water Enterprise

Town of Lexington, Massachusetts

Budget Summary:

| Funding Sources | FY2013 Actual | FY2014 Actual | FY2015 Estimate | FY2016 Projected | Dollar Increase | Percent Increase |
|------------------------------------|---------------------|---------------------|---------------------|----------------------|-------------------|------------------|
| Tax Levy | \$ - | \$ - | \$ - | \$ - | \$ - | - |
| Enterprise Funds | \$ - | \$ - | \$ - | \$ - | \$ - | - |
| Retained Earnings | \$ 350,000 | \$ 500,000 | \$ 500,000 | \$ 200,000 | \$ (300,000) | 0.00% |
| User Charges | \$ 8,488,558 | \$ 8,971,238 | \$ 8,481,881 | \$ 9,605,344 | \$ 1,123,463 | 13.25% |
| Connection Fees | \$ - | \$ - | \$ - | \$ - | \$ - | 0.00% |
| Investment Income | \$ 7,543 | \$ 7,676 | \$ 7,500 | \$ 7,500 | \$ - | 0.00% |
| Fees & Charges | \$ 447,137 | \$ 293,335 | \$ 281,500 | \$ 281,500 | \$ - | 0.00% |
| Total 3600 Water Enterprise | \$ 9,293,238 | \$ 9,772,249 | \$ 9,270,881 | \$ 10,094,344 | \$ 823,463 | 8.88% |

| Appropriation Summary | FY2013 Actual | FY2014 Actual | FY2015 Adjusted | FY2016 Recommended | Dollar Increase | Percent Increase |
|------------------------------------|---------------------|---------------------|---------------------|----------------------|-------------------|------------------|
| Compensation | \$ 592,228 | \$ 626,677 | \$ 674,611 | \$ 695,679 | \$ 21,068 | 3.12% |
| Expenses | \$ 336,857 | \$ 395,016 | \$ 389,400 | \$ 389,400 | \$ - | 0.00% |
| Debt | \$ 1,249,336 | \$ 1,258,627 | \$ 1,379,622 | \$ 1,415,508 | \$ 35,885 | 2.60% |
| MWRA | \$ 5,145,927 | \$ 5,555,065 | \$ 6,037,972 | \$ 6,695,144 | \$ 657,172 | 10.88% |
| Indirects | \$ 704,624 | \$ 665,848 | \$ 789,275 | \$ 898,614 | \$ 109,339 | 13.85% |
| Total 3600 Water Enterprise | \$ 8,028,972 | \$ 8,501,234 | \$ 9,270,881 | \$ 10,094,344 | \$ 823,464 | 8.88% |

| Program Summary | FY2013 Actual | FY2014 Actual | FY2015 Adjusted | FY2016 Recommended | Dollar Increase | Percent Increase |
|------------------------------------|---------------------|---------------------|---------------------|----------------------|-------------------|------------------|
| Total 3610 Water Operations | \$ 2,178,421 | \$ 2,280,321 | \$ 2,443,634 | \$ 2,500,586 | \$ 56,953 | 2.33% |
| Total 3620 MWRA | \$ 5,145,927 | \$ 5,555,065 | \$ 6,037,972 | \$ 6,695,144 | \$ 657,172 | 10.88% |
| Indirects | \$ 704,624 | \$ 665,848 | \$ 789,275 | \$ 898,614 | \$ 109,339 | 13.85% |
| Total 3600 Water Enterprise | \$ 8,028,972 | \$ 8,501,234 | \$ 9,270,881 | \$ 10,094,344 | \$ 823,464 | 8.88% |

| Object Code Summary | FY2013 Actual | FY2014 Actual | FY2015 Adjusted | FY2016 Recommended | Dollar Increase | Percent Increase |
|------------------------------------|---------------------|---------------------|---------------------|----------------------|-------------------|------------------|
| Salaries & Wages | \$ 490,079 | \$ 498,974 | \$ 531,598 | \$ 554,783 | \$ 23,185 | 4.36% |
| Overtime | \$ 102,149 | \$ 127,704 | \$ 143,013 | \$ 140,896 | \$ (2,117) | -1.48% |
| Personal Services | \$ 592,228 | \$ 626,677 | \$ 674,611 | \$ 695,679 | \$ 21,068 | 3.12% |
| Contractual Services | \$ 152,244 | \$ 120,239 | \$ 188,900 | \$ 188,900 | \$ - | 0.00% |
| Utilities | \$ 6,140 | \$ 10,993 | \$ 5,500 | \$ 5,500 | \$ - | 0.00% |
| Supplies | \$ 162,556 | \$ 251,794 | \$ 161,000 | \$ 161,000 | \$ - | 0.00% |
| Small Capital | \$ 15,916 | \$ 11,990 | \$ 34,000 | \$ 34,000 | \$ - | 0.00% |
| Expenses | \$ 336,857 | \$ 395,016 | \$ 389,400 | \$ 389,400 | \$ - | 0.00% |
| Debt | \$ 1,249,336 | \$ 1,258,627 | \$ 1,379,622 | \$ 1,415,508 | \$ 35,885 | 2.60% |
| MWRA | \$ 5,145,927 | \$ 5,555,065 | \$ 6,037,972 | \$ 6,695,144 | \$ 657,172 | 10.88% |
| Indirects | \$ 704,624 | \$ 665,848 | \$ 789,275 | \$ 898,614 | \$ 109,339 | 13.85% |
| Total 3600 Water Enterprise | \$ 8,028,972 | \$ 8,501,234 | \$ 9,270,881 | \$ 10,094,344 | \$ 823,464 | 8.88% |

3700 Sewer Enterprise

Mission: The Sewer Division ensures the proper and safe discharge of wastewater through the operation of pumping stations and by maintaining and improving the wastewater system infrastructure.

Budget Overview: The Sewer Division budget is comprised of Wastewater Operations, Massachusetts Water Resources Authority (MWRA) purchases and indirect support from the General Fund.

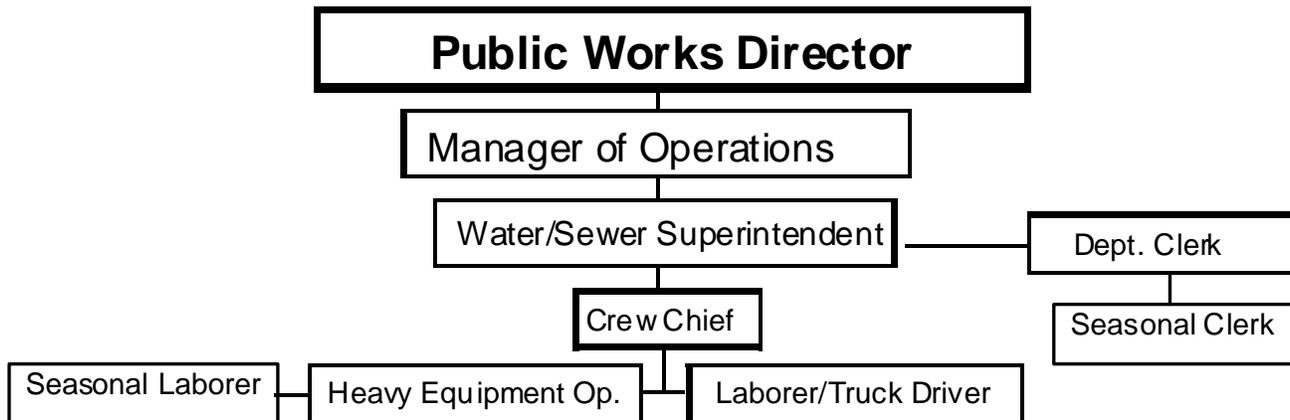
The Sewer Division maintains the wastewater system that serves 99 percent of Town residences and businesses through 34 miles of trunk lines, 119 miles of street lines and 9,524 service connections. There are also ten sewage-pumping stations operated by the Sewer Division. The Town has a three-block inclining rate structure to encourage conservation. Customer sewer usage is determined based on water usage over the same period.

The MWRA provides wastewater treatment to Lexington and greater Boston at the Deer Island treatment facility.

Indirect support from the General Fund reflects Wastewater Enterprise Fund expenses (benefits, insurance, engineering support) that are appropriated in the General Fund. The Wastewater Enterprise Fund, therefore, reimburses the General Fund for these expenses through an indirect cost transfer.

Departmental Initiatives:

1. Continue the rehab of all sewer pump stations bringing them to OSHA standards.
2. Continue the pipe flushing program and root removal in all problem areas.
3. Continue to educate the public as to the costs and problems created by Inflow & Infiltration.



Authorized/Appropriated Staffing

| | FY 2013 Budget | FY 2014 Budget | FY2015 Budget | FY2016 Request |
|--|---------------------------|---------------------------|--------------------------|---------------------------|
| Supt of Water & Sewer | 0.5 | 0.5 | 0.5 | 0.5 |
| Crew Chief | 1 | 1 | 1 | 1 |
| Heavy Equipment Operator | 2 | 2 | 2 | 2 |
| Department Clerk | 0.2 | 0.2 | 0.2 | 0.2 |
| Seasonal Clerk | 0.4 | 0.4 | 0.4 | 0.4 |
| Seasonal Laborer | 0.3 | 0.3 | 0.3 | 0.3 |
| Total FTE | 4.4 | 4.4 | 4.4 | 4.4 |
| Total Full/Part Time | 3 FT/4 PT | 3 FT/4 PT | 3 FT/4 PT | 3 FT/4 PT |
| Explanatory Notes: Seasonal Clerk works out of the Engineering Office but is funded by Sewer Enterprise. | | | | |

3700 Sewer Enterprise

Budget Recommendations:

The FY2016 recommended Sewer operating budget, inclusive of indirect costs, is \$9,103,316, a \$414,031, or 4.35% decrease over the FY2015 budget.

The budget for Compensation is \$296,917, and reflects a \$5,443, or 1.8% decrease, which is a net change attributable to increases for the cost of prospective step increases, increases attributable to prospective cost-of-living adjustments, and replacement of staff at lower steps.

The budget for Expenses is \$345,650 which is unchanged from the FY15 budget.

Debt service is recommended to decrease by \$280,164 or 22.95%, as debt is retired.

The MWRA's Preliminary Assessment for Lexington is \$7,041,716 which is a \$142,019, or 1.98% decrease from FY15.

Indirect payments to the General Fund for those costs borne by the General Fund in support of sewer operations are projected at \$478,354, an increase of \$13,324, or 2.87%.

Program Improvement Requests:

| Description | Request | | | Recommended | | | Not Recommended |
|----------------|-----------------------|--|-----------------|-----------------------|---|-------|-----------------|
| | Salaries and Expenses | Benefits (to be budgeted in Shared Expenses) | Total Requested | Salaries and Expenses | Benefits (to be budgeted under Shared Expenses) | Total | |
| None Requested | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

3700 Sewer Enterprise

Town of Lexington, Massachusetts

Budget Summary:

| Funding Sources | FY2013 Actual | FY2014 Actual | FY2015 Estimate | FY2016 Projected | Dollar Increase | Percent Increase |
|------------------------------------|---------------------|----------------------|---------------------|---------------------|---------------------|------------------|
| Tax Levy | - | - | - | - | - | - |
| Enterprise Funds | - | - | - | - | - | - |
| Retained Earnings | \$ 150,000 | \$ 100,000 | \$ 50,000 | \$ - | \$ (50,000) | -100.00% |
| User Charges | \$ 9,204,357 | \$ 9,449,498 | \$ 9,126,551 | \$ 8,762,116 | \$ (364,434) | -3.99% |
| Connection Fees | \$ 4,194 | \$ 3,334 | \$ 4,194 | \$ 4,200 | \$ 6 | 0.14% |
| Investment Income | \$ 4,224 | \$ 7,056 | \$ 4,224 | \$ 7,000 | \$ 2,776 | 65.72% |
| Fees & Charges | \$ 332,649 | \$ 541,778 | \$ 332,649 | \$ 330,000 | \$ (2,649) | -0.80% |
| Total 3700 Sewer Enterprise | \$ 9,695,424 | \$ 10,101,666 | \$ 9,517,618 | \$ 9,103,316 | \$ (414,301) | -4.35% |

| Appropriation Summary | FY2013 Actual | FY2014 Actual | FY2015 Appropriated | FY2016 Recommended | Dollar Increase | Percent Increase |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------|
| Compensation | \$ 203,310 | \$ 174,223 | \$ 302,360 | \$ 296,917 | \$ (5,443) | -1.80% |
| Expenses | \$ 334,019 | \$ 336,397 | \$ 345,650 | \$ 345,650 | \$ - | 0.00% |
| Debt | \$ 927,193 | \$ 1,112,818 | \$ 1,220,843 | \$ 940,679 | \$ (280,164) | -22.95% |
| MWRA | \$ 6,954,177 | \$ 7,014,300 | \$ 7,183,735 | \$ 7,041,716 | \$ (142,019) | -1.98% |
| Indirects | \$ 623,444 | \$ 450,116 | \$ 465,030 | \$ 478,354 | \$ 13,324 | 2.87% |
| Total 3700 Sewer Enterprise | \$ 9,042,143 | \$ 9,087,854 | \$ 9,517,618 | \$ 9,103,316 | \$ (414,301) | -4.35% |

| Program Summary | FY2013 Actual | FY2014 Actual | FY2015 Appropriated | FY2016 Recommended | Dollar Increase | Percent Increase |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------|
| Total 3710 Sewer Enterprise | \$ 1,464,522 | \$ 1,623,438 | \$ 1,868,853 | \$ 1,583,246 | \$ (285,607) | -15.28% |
| Total 3720 MWRA | \$ 6,954,177 | \$ 7,014,300 | \$ 7,183,735 | \$ 7,041,716 | \$ (142,019) | -1.98% |
| Indirects | \$ 623,444 | \$ 450,116 | \$ 465,030 | \$ 478,354 | \$ 13,324 | 2.87% |
| Total 3700 Sewer Enterprise | \$ 9,042,143 | \$ 9,087,854 | \$ 9,517,618 | \$ 9,103,316 | \$ (414,301) | -4.35% |

| Object Code Summary | FY2013 Actual | FY2014 Actual | FY2015 Appropriated | FY2016 Recommended | Dollar Increase | Percent Increase |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------|
| Salaries & Wages | \$ 169,781 | \$ 142,464 | \$ 237,731 | \$ 231,972 | \$ (5,758) | -2.42% |
| Overtime | \$ 33,530 | \$ 31,760 | \$ 64,629 | \$ 64,944 | \$ 315 | 0.49% |
| Personal Services | \$ 203,310 | \$ 174,223 | \$ 302,360 | \$ 296,917 | \$ (5,443) | -1.80% |
| Contractual Services | \$ 148,825 | \$ 99,058 | \$ 144,900 | \$ 144,900 | \$ - | 0.00% |
| Utilities | \$ 110,101 | \$ 100,975 | \$ 119,500 | \$ 119,500 | \$ - | 0.00% |
| Supplies | \$ 62,972 | \$ 124,979 | \$ 67,750 | \$ 67,750 | \$ - | 0.00% |
| Small Capital | \$ 12,121 | \$ 11,385 | \$ 13,500 | \$ 13,500 | \$ - | 0.00% |
| Expenses | \$ 334,019 | \$ 336,397 | \$ 345,650 | \$ 345,650 | \$ - | 0.00% |
| Debt | \$ 927,193 | \$ 1,112,818 | \$ 1,220,843 | \$ 940,679 | \$ (280,164) | -22.95% |
| MWRA | \$ 6,954,177 | \$ 7,014,300 | \$ 7,183,735 | \$ 7,041,716 | \$ (142,019) | -1.98% |
| Indirects | \$ 623,444 | \$ 450,116 | \$ 465,030 | \$ 478,354 | \$ 13,324 | 2.87% |
| Total 3700 Sewer Enterprise | \$ 9,042,143 | \$ 9,087,854 | \$ 9,517,618 | \$ 9,103,316 | \$ (414,301) | -4.35% |

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