

*Lynnfield Center Water District*

*Eightieth Annual Meeting*

*Monday, April 1, 2019*

*7:00 PM*



*Lynnfield Center Water District*

*83 Phillips Road*

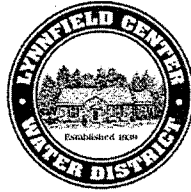
*Lynnfield, MA*

**Welcome to the Eightieth Annual Meeting of the  
Lynnfield Center Water District.**

**Thank you,  
Board of Water Commissioners;  
Constance E. Leccese  
Richard M. Lamusta  
Robert B. Almy**

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***LYNNFIELD CENTER WATER DISTRICT WARRANT***  
**The Commonwealth of Massachusetts**  
***Annual District Meeting***

Essex, SS.

To Richard M. Lamusta a legal voter resident within the Lynnfield Center Water District in the town of Lynnfield, Massachusetts.

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby required to warn legal voters in said District to meet in the Lynnfield High School Auditorium located at 275 Essex Street in said Town on Monday, April 1, 2019, at 7:00 P.M., then and there to act on the following Articles for Fiscal Year 2020 and to elect officers of said District to terms effective at the time of said meeting:

ARTICLE 1: To choose a Moderator of the meeting to be sworn in.

ARTICLE 2: To elect by ballot a Clerk of said District for a term of one year.

ARTICLE 3: To elect by ballot a Treasurer of said District for a term of one year.

ARTICLE 4: To elect by ballot one member of the Board of Water Commissioners of said District to fill the vacant unexpired second and third years of a three year term.

ARTICLE 5: To elect by ballot one member of the Board of Water Commissioners of said District for a term of three years.

ARTICLE 6: To see if the District will vote to update existing District by-laws or adopt new District by-laws to define the criteria to be nominated for or elected to offices of said District, or what action it will take thereon.

ARTICLE 7: To see if the District will vote to raise and appropriate or appropriate by

transfer, or otherwise, a sum of money to cover maintenance and operating expenses, debts and interest charges, and installations for Fiscal Year 2020, beginning July 1, 2019, or what action it will take thereon.

- ARTICLE 8: To see if the District will vote to authorize the Treasurer, with the approval of the Commissioners, to borrow in anticipation of the revenue for Fiscal Year 2020 beginning July 1, 2019, in accordance with the General Laws, Chapter 44, Section 4, and acts in amendment thereof, and including in addition thereto, Chapter 849 of the Acts of 1969, as amended and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17, or what action it will take thereon.
- ARTICLE 9: To see if the district will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money for the Installation and Replacement of Services Account, or what action it will take thereon.
- ARTICLE 10: To see if the district will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money for the Backflow Preventer Services Account, or what action it will take thereon.
- ARTICLE 11: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money for the Reserve Fund, or what action it will take thereon.
- ARTICLE 12: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover the cost of engaging a private auditing firm to conduct an annual audit of the Lynnfield Center Water District, or what action it will take thereon.
- ARTICLE 13: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, construction, building materials, permit fees, legal fees, testing and other related expenses for property and / or building infrastructure repairs, additions and / or improvement, or what action it will take thereon.
- ARTICLE 14: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, construction, materials, installation, telemetering equipment / software, SCADA Equipment / Software, repairs, drilling, permit fees, legal fees, testing and other related expenses for pumping station and / or well

field infrastructure repair and / or improvements, or what action it will take thereon.

ARTICLE 15: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, construction, materials, permit fees, legal fees, testing and other related expenses for water main infrastructure repair and / or improvements, or what action it will take thereon.

ARTICLE 16: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, construction, materials, permit fees, legal fees, testing and other related expenses for infrastructure replacement / or improvements, or what action it will take thereon.

ARTICLE 17: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, exploration, excavation, site work, construction, drilling, legal fees, testing and other related expenses for additional water supplies, or what action it will take thereon.

ARTICLE 18: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, consulting services, leak detection testing and / or investigation, leak detection equipment / software / materials, and other related expenses for leak detection equipment and services, or what action it will take thereon.

ARTICLE 19: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, construction, materials, installation, telemetering / telecommunications equipment / cameras / software, SCADA Equipment / Software, repairs, permit fees, legal fees, testing and other related expenses for alarm / security infrastructure repair and / or improvements, or what action it will take thereon.

- ARTICLE 20: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; purchasing replacement water service meters, inspection, replacement, repair and / or calibration of existing water service meters, purchase of water service meter testing and reading equipment, and other related expenses for maintaining or making improvements to the quality and accuracy of the water service metering infrastructure, or what action it will take thereon.
- ARTICLE 21: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; purchase and installation of water meter reading and billing system software and hardware, and other related expenses for maintaining or making improvements to the quality and accuracy of the water service billing infrastructure, or what action it will take thereon.
- ARTICLE 22: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover up to one-third of the costs such as; purchasing telecommunication and / or computing equipment, software, services, and other related expenses for implementing, maintaining or making improvements to the quality and accuracy of the Emergency Customer Notification infrastructure to be shared between the Lynnfield Center Water District, The Lynnfield Water District and the Town of Lynnfield, or what action it will take thereon.
- ARTICLE 23: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover future post-employment benefit liability costs such as retired employee's health insurance, or what action it will take thereon.
- ARTICLE 24: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, field work, research, drafting, cartography, labor, materials, testing and other related expenses for running, updating, interpreting and tuning the Districts distribution system hydraulic model and operational analysis including, maps, report of findings, and recommendations for improvements to be made to extractions from water sources and distribution system, or what action it will take thereon.

- ARTICLE 25: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, inspection, preparation of reports and proposals, purchase of real estate property, legal fees and other related expenses for acquiring land for the access to, and / or protection of, ground water sources, recharge areas, and / or distribution system infrastructure, or what action it will take thereon.
- ARTICLE 26: To see if the District will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs such as; engineering services, survey, design, bidding, excavation, site work, construction, labor, materials, plumbing, electrical, legal fees, permit fees, inspection, testing and other related expenses for the design, construction, installation, and connection of a new septic system for the existing buildings located at Station 1 and / or Station 3 located at 83 Phillips Road, or what action it will take thereon.
- ARTICLE 27: To see if the district will vote to appropriate by transfer from the Reserve for System Development Fund, or otherwise, a sum of money for the Enhanced Conservation Plan Account to support efforts towards meeting the performance standards for residential per capita water use and seasonal water use, as required by the Department of Environmental Protection Special Condition 8 of the Ipswich River Basin Water Withdrawal Permit, or what action it will take thereon.
- ARTICLE 28: To see if the district will vote to appropriate by transfer from the Reserve for System Development Fund, or otherwise, a sum of money for the Water Bank Rebate Program Account as required by the Department of Environmental Protection Special Condition 1 of the Ipswich River Basin Water Withdrawal Permit, or what action it will take thereon.
- ARTICLE 29: To see if the district will raise and appropriate by transfer, or otherwise, a sum of money to cover costs reimbursement to effected eligible ratepayers for the approved installation of a residential water filter, and to authorize the Commissioners to expend such funds pursuant to a rebate program as may be implemented and granted pursuant to an Article approved at the February 25, 2019 Special District Meeting, or what action it will take thereon.


ARTICLE 30: To see if the district will vote to raise and appropriate or appropriate by transfer, or otherwise, a sum of money to cover costs of acquisition of a vehicle to replace a 2005 dual rear wheel 4x4 vehicle with a one ton 4x4 dual rear wheel truck with extended cab and utility body, and related equipment and costs for said truck such as; configure, emergency lighting, radio, outfit, paint, purchase accessories, and other related expenses, and to turn in the old truck towards the purchase price or otherwise recover the residual value of the turn-in truck, or what action it will take thereon.





And you are directed to serve this Warrant by posting attested copies thereof in two or more Public Places within said District seven days at least before the time and place of the meeting aforesaid.

Hereof, fail not and make due return of the Warrant with your doings thereon to the Board of Water Commissioners of said District at the time and place of said Meeting.


Given under our hands this 11<sup>TH</sup> day of March 2019.

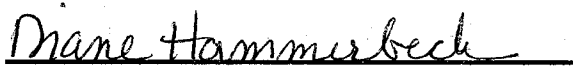
  
Constance E. Leccese, Chairperson

  
Richard M. Lamusta

  
Robert B. Almy

I have served the within Warrant as therein ordered by posting attested copies thereof in 5 places within said District on the 15<sup>th</sup> day of March 2019.

  
Richard M. Lamusta

A true copy, attest   
Asst Town Clerk

**LYNNFIELD CENTER WATER DISTRICT**  
**FY 2020 Annual District Meeting**  
**April 1, 2019 7:00 PM**

**MOTIONS**

- ARTICLE 1: I move that **Richard J. O'Neil, Jr. Esquire** be chosen and sworn in as **Moderator** of this annual meeting.
- ARTICLE 2: I move that **Stefan S. Taschner**, as the only nominee, be elected by acclimation, **Clerk** of the District for a term of one year, and that the Moderator be authorized to cast one ballot for said election.
- ARTICLE 3: I move that **James S. Alexander**, as the only nominee, be elected by acclimation, **Treasurer** of the District for a term of one year and that the Moderator be authorized to cast one ballot for said election.
- ARTICLE 4: I move that if there are more than one remaining qualified nominees, that one of the remaining qualified nominees; **Joseph T. Maney**, or **Michael Walsh** be elected a **Water Commissioner** by ballot, to fill the **vacant unexpired second and third years** of a three year term, and that the Moderator be authorized to determine either directly or through tellers, by a count of said ballots cast, which nominee received a majority of the legal votes cast for said election, and that the Moderator must repeat the ballot process if necessary until one single nominee receives a majority of the legal votes cast by either a shift in counts of votes cast for each nominee, eliminating the nominee with the least votes cast, or the voluntary withdrawal by a nominee, or if there is only one remaining qualified nominee that said nominee shall be elected by acclimation and that the Moderator be authorized to cast one ballot for said election.
- ARTICLE 5: I move that if there are more than one remaining qualified nominees, that one of the remaining qualified nominees; **Michael Walsh**, or **Anders Youngren** be elected a **Water Commissioner** by ballot, for a **three year term**, and that the Moderator be authorized to determine either directly or through tellers, by a count of said ballots cast, which nominee received a majority of the legal votes cast for said election, and that the Moderator must repeat the ballot process if necessary until one single nominee receives a majority of the legal votes cast by either a shift in counts of votes cast for each nominee, eliminating the nominee with the least votes cast, or the voluntary withdrawal by a nominee, or if there is only one remaining qualified nominee that said nominee shall be elected by acclimation and that the Moderator be authorized to cast one ballot for said election.

- ARTICLE 6: I move that the District vote to update the existing District by-law number 4 by renumbering it as number 4a, and to **adopt a new District by-law** by inserting in between number 4a and number 5 the following, “4b The District Superintendent, or any other District employee with fiscal, decision making, or supervisory authority is not eligible to be nominated as a candidate for election, be elected to, or to hold the District office of either Commissioner or Treasurer, concurrent with their term of District employment. Adopted April 1, 2019”
- ARTICLE 7: I move that the District vote the **budget for the Fiscal Year 2020** period July 1, 2019 through June 30, 2020, as adopted by the Water Commissioners to cover the maintenance and operating expenses, debts, interest charges and installations and that the sum of **\$1,838,000** be appropriated to cover said budget. Said sum to be expended substantially in accordance with the estimates of the Water Commissioners and include the salary of the Chairman of the Board at \$2,900.00, the salaries of the other members of the Board at \$2,400.00 each, the salary of the Clerk of the District at \$200.00, the salary of the Treasurer at \$7,140.00, and this appropriation shall be met by raising the sum of **\$1,838,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 8: I move that the District authorize the Treasurer, with the approval of the Water Commissioners, to **borrow money from time to time** in anticipation of the revenue for the twelve month period beginning July 1, 2019 in accordance with the General Laws, Chapter 44, Section 4, and acts and amendments thereof, and including in addition thereto, Chapter 849 of the Acts of 1969, as amended, by issuing a note or notes payable within one year and to renew any note or notes as may be given for a period of less than one year in accordance with the General Laws, Chapter 44, Section 17.
- ARTICLE 9: I move that the District vote that the sum of **\$18,000** be appropriated to the **Installation and Replacement of Services Account 7005** to cover the cost of Installation and Replacement of Services and that this appropriation shall be met by raising the sum of **\$18,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.

- ARTICLE 10: I move that the District vote that the sum of **\$8,775** be appropriated to the **Backflow Preventer Services Account 7125** to cover the cost of Backflow Preventer Services and that this appropriation shall be met by raising the sum of **\$8,775** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 11: I move that the District vote to transfer the sum of **\$75,000** from Surplus Funds (Free Cash) to the **Reserve Fund Account 7030**.
- ARTICLE 12: I move that the District vote that the sum of **\$12,000** be appropriated to the **Audit Account 7010** to cover the cost of engaging a private auditing firm to conduct an Audit of the Lynnfield Center Water District and that this appropriation shall be met by raising the sum of **\$12,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 13: I move that the District vote that the sum of **\$20,000** be appropriated to the **Building Infrastructure Account 7090** to cover costs such as; engineering services, construction, building materials, permit fees, legal fees, testing and other related expenses for **property and / or building infrastructure** repairs, additions and / or improvement and that this appropriation shall be met by raising the sum of **\$20,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 14: I move that the District vote that the sum of **\$50,000** be appropriated to the **Station / Well Infrastructure Account 7075** to cover costs such as; engineering services, construction, materials, installation, telemetering equipment / software, SCADA Equipment / Software, repairs, drilling, permit fees, legal fees, testing and other related expenses for **pumping station and / or well field infrastructure repair and / or improvements**. Said sum shall be met by transferring the sum of **\$26,652.12** from the **Reinstate Fluoridation Account 7155** and by raising the sum of **\$23,347.88** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.

- ARTICLE 15: I move that the District vote that the sum of **\$75,000** be appropriated to cover costs such as; engineering services, construction, materials, permit fees, legal fees, testing and other related expenses for **water main infrastructure** repair and or improvements. Said sum shall be met by transferring the sum of **\$75,000** from Surplus Funds (Free Cash) to the **Water Main Infrastructure Account 7040**.
- ARTICLE 16: I move that the District vote that the sum of **\$25,000** be appropriated to the **Infrastructure Replacement Account 7045** to cover costs such as; engineering services, construction, materials, permit fees, legal fees, testing and other related expenses for **infrastructure replacement** and / or improvements. Said sum shall be met by raising the sum of **\$25,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 17: I move that the District vote that the sum of **\$150,000** be appropriated to cover costs such as; engineering services, exploration, excavation, site work, construction, drilling, legal fees, testing and other related expenses for **additional water supplies**. Said sum shall be met by transferring the sum of **\$150,000** from Surplus Funds (Free Cash) to the **Additional Water Supply Account 7015**.
- ARTICLE 18: I move that the District vote that the sum of **\$13,650** be appropriated to the **Leak Detection and Services Account 7150** to cover costs such as; engineering services, consulting services, leak detection testing and / or investigation, leak detection equipment / software / materials, and other related expenses for leak detection equipment and services. Said sum shall be met by raising the sum of **\$13,650** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 19: I move that the District vote that the sum of **\$7,500** be appropriated to the **Alarm / Security Infrastructure Account 7091** to cover costs such as; engineering services, construction, materials, installation, telemetering / telecommunications equipment / software, SCADA Equipment / Software, repairs, permit fees, legal fees, testing and other related expenses for **alarm / security infrastructure** repair and / or improvements. Said sum shall be met by raising the sum of **\$7,500** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.

- ARTICLE 20: I move that the District vote that the sum of **\$60,000** be appropriated to cover costs such as; purchasing replacement water service meters, inspection, replacement, repair and / or calibration of existing water service meters, purchase of water service meter testing and reading equipment, and other related expenses for maintaining or making improvements to the quality and accuracy of the **water service metering infrastructure**. Said sum shall be met by transferring the sum of **\$60,000** from Surplus Funds (Free Cash) to the **Metering Infrastructure Account 7140**).
- ARTICLE 21: I move that the District vote that the sum of **\$5,000** be appropriated to the **Billing Infrastructure Account 7141** to cover costs such as; purchase and installation of water meter reading and billing system software and hardware, and other related expenses for maintaining or making improvements to the quality and accuracy of the **water service billing infrastructure**. Said sum shall be met by raising the sum of **\$5,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 22: I move that the District vote that the sum of **\$3,000** be appropriated to the **Code Red/Reverse 911 Account 7175** to cover up to one-third of the costs such as; purchasing telecommunication and / or computing equipment, software, services, and other related expenses for implementing, maintaining or making improvements to the quality and accuracy of the **Emergency Customer Notification Infrastructure** to be shared between the Lynnfield Center Water District, The Lynnfield Water District and the Town of Lynnfield. Said sum shall be met by raising the sum of **\$3,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 23: I move that the District vote that the sum of **\$36,500** be appropriated to the **Transfer to post employment liability Account 7190** to cover **future post-employment benefit liability** cost such as retired employee's **health insurance**. Said sum shall be met by raising the sum of **\$36,500** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.

- ARTICLE 24: I move that the District vote that the sum of **\$20,000** be appropriated to the **Hydraulic Model Account 7210** to cover costs such as; engineering services, field work, research, drafting, cartography, labor, materials, testing and other related expenses for running, updating, interpreting and tuning the Districts distribution system **hydraulic model and operational analysis** including, maps, report of findings, and recommendations for improvements to be made to extractions from water sources and the distribution system. Said sum shall be met by raising the sum of **\$20,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 25: I move that the District vote that the sum of **\$5,000** be appropriated to the **Real Estate Acquisition and Cost Account 7100** to cover costs such as; engineering services, inspection, preparation of reports and proposals, purchase of real estate property, legal fees and other related expenses for **acquiring Real Estate / land** for the access to, and / or protection of, ground water sources, recharge areas, and / or distribution system infrastructure. Said sum shall be met by raising the sum of **\$5,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.
- ARTICLE 26: I move that the District vote to **indefinitely postpone** action on Article 26 (**Septic System**).
- ARTICLE 27: I move that the District vote that the sum of **\$17,000** be appropriated to cover costs such as; water saving devices for resale at cost, educational materials and / or programs, advertising, and printing for the **Enhanced Conservation Plan** to support efforts towards meeting the performance standards for residential per capita water use and seasonal water use, as required by the Department of Environmental Protection Special Condition 8 of the Ipswich River Basin Water Withdrawal Permit. Said sum shall be met by transferring the sum of **\$17,000** from the **Reserve for System Development and Conservation Account (3910)** to the **Enhanced Conservation Plan Account 7105**.

ARTICLE 28: I move that the District vote that the sum of **\$2,300** be appropriated for the **Water Bank Rebate Program** Account with the purpose to conserve at least two gallons of water for every gallon of water demand added to the system, as required by the Department of Environmental Protection Special Condition 1 of the Ipswich River Basin Water Withdrawal Permit. The water bank will fund a rebate program to distribute rebates to residential district customers for a portion of the cost for the replacement of qualified water saving appliances or fixtures. The water bank is funded by collecting service connection fees for new or changed-use connections. All funds collected and disbursed will flow through the Reserve for System Development and Conservation account. Said sum shall be met by transferring the sum of **\$2,300** from the **Reserve for System Development and Conservation Account (3910)** to the **Conservation Rebates Account 7170**.

ARTICLE 29: I move that the District vote that the sum of **\$50,000** be appropriated to the **new Residential Filter Rebate Account 7###** to cover the costs of reimbursement to effected eligible ratepayers for the approved installation of a residential water filter, and to authorize the Commissioners to expend such funds pursuant to a rebate program as may be implemented and granted pursuant to Article 3 as approved on February 25, 2019 by vote of the Special District Meeting. Said sum shall be met by raising the sum of **\$50,000** in the tax levy and from water rates and services for the period July 1, 2019 through June 30, 2020.

ARTICLE 30: I move that the District vote that the sum of **\$65,000** be appropriated to cover the costs of acquisition of a vehicle to replace a 2005 dual rear wheel 4x4 vehicle with a one ton 4x4 dual rear wheel truck with extended cab and utility body, and related equipment and costs for said truck such as; configure, emergency lighting, radio, outfit, paint, purchase accessories, and other related expenses, and to turn in the old truck towards the purchase price or otherwise recover the residual value of the turn-in truck. Said sum shall be met by transferring the sum of **\$65,000** from Surplus Funds (Free Cash) to the new **Replacement Maintenance Truck Account 7###**.

FINAL I move that this meeting be adjourned Sine Die.



Budget Worksheet

Fiscal Year 2020 (July 01, 2019 - June 30, 2020)  
Proposed Budget for Annual District Meeting approval

\* = see supporting detail worksheets for calculations

	FY 2017	Fiscal Year 2018		Fiscal Year 2019			FY 2020	Compare to FY 2019 Budget	% of Total FY 2020 Budget	Compare \$ to FY 2019 Budget
	Actual	Budget	Actual	Budget	Actual Y.T.D. for 8.5 mo	Projected (RoundUP)	Budget Request (RoundUP)			
1 * 6101 · Clerk Salary #	67,233	69,335	72,412	73,687	66,644	94,087	74,481	1.08%	4.05%	\$794.00
2 * 6102 · Other Salaries #	127,439	141,342	128,820	242,292	100,425	141,777	167,871	-30.72%	9.13%	-\$74,421.00
12a Total Admin. Salaries	\$194,672	\$210,677	\$201,233	\$315,979	\$167,070	\$235,864	\$242,352	-23.30%	13.19%	-\$73,627.00
3 6103 · Print, Post, & Stationary	5,425	7,500	6,809	7,500	5,196	7,500	7,500	0.00%	0.41%	\$0.00
4 6104 · Telephone	5,801	6,000	6,450	6,000	3,840	5,422	6,000	0.00%	0.33%	\$0.00
5 6105 · All Other Administration	2,738	4,000	6,388	4,000	5,652	6,000	4,000	0.00%	0.22%	\$0.00
6 6109 · Professional Fees	23,672	25,000	19,383	25,000	135,122	150,000	25,000	0.00%	1.36%	\$0.00
7 6111 · Data Processing	1,936	2,500	0	2,500	0	2,500	2,500	0.00%	0.14%	\$0.00
8 6112 · EPA Annual Report	5,600	5,600	143	5,600	0	5,600	6,000	7.14%	0.33%	\$400.00
9 6113 · Computing Equip & Supp	2,524	3,000	1,347	3,000	3,457	4,000	4,000	33.33%	0.22%	\$1,000.00
10 * 6114 · Payroll Processing #	2,061	2,300	2,073	2,300	1,636	2,311	2,337	1.61%	0.13%	\$37.00
11 6117 · Bank Fees	82	500	71	500	0	500	500	0.00%	0.03%	\$0.00
12b Total Admin. Expense	\$49,839	\$56,400	\$42,662	\$56,400	\$154,902	\$183,833	\$57,837	2.55%	3.15%	\$1,437.00
12 TOTAL ADMINISTRATIVE	\$244,511	\$267,077	\$243,895	\$372,379	\$321,972	\$419,697	\$300,189	-19.39%	16.33%	-\$72,190.00
13 6250 · Unemployment Compen	0	1,000	0	1,000	0	0	1,000	0.00%	0.05%	\$0.00
14 * 6260 · Blue Cross/Blue Shield	128,062	227,503	171,026	243,885	141,882	200,305	292,075	19.76%	15.89%	\$48,190.00
15 * 6270 · Maturing Debt	115,000	\$115,000	115,000	\$115,000	0	115,000	115,000	0.00%	6.26%	\$0.00
16 * 6280 · Interest on Debt	27,025	24,725	24,725	24,725	11,213	24,725	20,125	-18.60%	1.09%	-\$4,600.00
17 6290 · DEP Assessment \$8.50/MG	2,077	2,360	2,352	2,055	2,053	2,053	2,055	0.00%	0.11%	\$0.00
18 6300 · Essex County Assessme	69,306	85,468	83,902	95,468	93,500	93,500	104,123	9.07%	5.67%	\$8,655.00
19 * 6490 · Taxes Payroll #	9,175	10,339	10,559	11,408	9,018	12,732	12,134	6.36%	0.66%	\$726.00
20 TOTAL INS. & DEBT, ETC.	\$350,645	\$466,395	\$407,563	\$493,541	\$257,666	\$448,315	\$546,512	10.73%	29.73%	\$52,971.00

Budget Worksheet

Fiscal Year 2020 (July 01, 2019 - June 30, 2020)  
Proposed Budget for Annual District Meeting approval

\* = see supporting detail worksheets for calculations

	FY 2017	Fiscal Year 2018		Fiscal Year 2019			FY 2020	Compare to FY 2019 Budget	% of Total FY 2020 Budget	Compare \$ to FY 2019 Budget
	Actual	Budget	Actual	Budget	Actual Y.T.D. for 8.5 mo	Projected (RoundUP)	Budget Request (RoundUP)			
21 * 6106 · Labor and Wages #	453,673	580,266	540,952	421,268	429,269	606,028	478,738	13.64%	26.05%	\$57,470.00
22 6107 · Truck Maintenance	16,510	16,000	14,448	16,500	10,691	15,094	16,500	0.00%	0.90%	\$0.00
23 6108 · Pipe, Fittings & Supplies	\$9,005	\$9,000	\$9,660	\$9,500	4,624	9,500	10,000	5.26%	0.54%	\$500.00
24 6110 · Equipment Rental	7,139	15,000	12,625	15,000	10,694	15,000	17,000	13.33%	0.92%	\$2,000.00
25 6115 · Technical Training	1,327	6,500	1,977	6,500	1,644	6,500	6,500	0.00%	0.35%	\$0.00
26 * 6120 · Insurance (property, liab	45,359	48,405	43,073	48,405	47,222	47,222	48,405	0.00%	2.63%	\$0.00
27 6130 · Fluorides & Chemicals	75,645	82,000	67,575	83,000	47,175	66,600	83,000	0.00%	4.52%	\$0.00
28 6140 · Capital Outlay	1,486	2,500	2,500	2,750	13	1,000	2,850	3.64%	0.16%	\$100.00
29 6150 · Laboratory Fees	17,216	23,000	19,278	24,000	18,103	25,558	28,000	16.67%	1.52%	\$4,000.00
30 6160 · Uniforms	4,349	3,900	4,855	6,250	4,936	6,250	5,150	-17.60%	0.28%	-\$1,100.00
30a 6161 - Safety Equip.		0	543	1,000	777	1,000	5,000			
31 * 6170 · Mileage	7,459	7,457	6,387	7,000	2,143	3,026	7,056	0.80%	0.38%	\$56.00
31a 6175 · Contract Service Agreem	15,212	22,000	17,372	22,000	5,297	22,000	40,000	81.82%	2.18%	\$18,000.00
?? ? Maintenance Other		0	84							
32 6210 · Street Trench Repairs	16,657	19,000	19,000	20,000	9,155	20,000	22,500	12.50%	1.22%	\$2,500.00
33 6220 · All Other Maintenance	29,664	91,000	127,803	36,500	39,256	45,000	37,600	3.01%	2.05%	\$1,100.00
<b>34 TOTAL MAINTENANCE</b>	<b>\$700,700</b>	<b>\$926,028</b>	<b>\$888,133</b>	<b>\$719,673</b>	<b>\$630,999</b>	<b>\$889,778</b>	<b>\$808,299</b>	<b>12.31%</b>	<b>43.98%</b>	<b>\$88,626.00</b>
35 * 6230 · Fuel & Electricity	108,528	152,500	156,770	153,000	70,176	99,072	153,000	0.00%	8.32%	\$0.00
36 6240 · Repairs, Maint & Supplie	21,525	24,000	28,996	24,000	6,285	24,000	30,000	25.00%	1.63%	\$6,000.00
<b>39 TOTAL PUMPING STATION</b>	<b>\$130,053</b>	<b>\$176,500</b>	<b>\$185,766</b>	<b>\$177,000</b>	<b>\$76,461</b>	<b>\$123,072</b>	<b>\$183,000</b>	<b>3.39%</b>	<b>9.96%</b>	<b>\$6,000.00</b>
<b>40 GRAND TOTAL</b>	<b>\$1,425,909</b>	<b>\$1,836,000</b>	<b>\$1,725,357</b>	<b>\$1,762,593</b>	<b>\$1,287,098</b>	<b>\$1,880,862</b>	<b>\$1,838,000</b>	<b>4.28%</b>	<b>100.00%</b>	<b>\$75,407.00</b>

Lynnfield Center Water District

Funding

Fiscal Year 2020 (July 01, 2019 - June 30, 2020)  
Proposed Budget for Annual District Meeting approval

Source and use of funds						Bal. as of	new bal.
Article Number	Description of appropriation or transfer	Total \$ amount of article	\$ amount from surplus funds	\$ amount from existing * warrant items	\$ amount from Water Rates and Tax Levy	03/11/19	
14	7155 Reinstatement			\$26,652.12		\$26,652.12	\$0.00
27, 28	3910 Reserve for System Development and Conservation Account			19,300.00		19,300.00	0.00
							0.00
							0.00
	Beginning balance for Xfer:			\$45,952.12		\$45,952.12	0.00
	Beginning balance of free cash		\$526,250.00			\$526,250.00	\$101,250.00
7	6101 - 6490 Operating Budget	\$1,838,000.00			\$1,838,000.00	\$0.00	\$1,838,000.00
9	7005 Installation / Replacement of Serv	\$18,000.00			\$18,000.00	\$2,811.59	\$20,811.59
10	7125 Backflow Preventer Service	\$8,775.00			\$8,775.00	\$4,909.00	\$13,684.00
11	7030 Reserve Fund	\$75,000.00	-\$75,000.00		\$0.00	\$0.00	\$75,000.00 zero out to free cash
12	7010 Audit	\$12,000.00			\$12,000.00	\$14,927.34	\$26,927.34
13	7090 Building Infrastructure	\$20,000.00			\$20,000.00	\$11,269.48	\$31,269.48
14	7075 Station / Well Infrastructure	\$50,000.00		-\$26,652.12	\$23,347.88	\$0.00	\$50,000.00
15	7040 Water Main Infrastructure	\$75,000.00	-\$75,000.00		\$0.00	\$25,867.63	\$100,867.63
16	7045 Infrastructure Replacement	\$25,000.00			\$25,000.00	\$4,736.09	\$29,736.09
17	7015 Additional Water Supply	\$150,000.00	-\$150,000.00		\$0.00	\$6,294.57	\$156,294.57
18	7150 Leak Detection Equip and Service	\$13,650.00			\$13,650.00	\$6,750.00	\$20,400.00
19	7091 Alarm / Security Infrastructure	\$7,500.00			\$7,500.00	\$3,133.70	\$10,633.70
20	7140 Metering Infrastructure	\$60,000.00	-\$60,000.00		\$0.00	\$17,042.03	\$77,042.03 per State DEP permit
21	7141 Billing Infrastructure	\$5,000.00			\$5,000.00	\$666.86	\$5,666.86
22	7175 Code Red / Reverse 911	\$3,000.00			\$3,000.00	\$94.26	\$3,094.26
23	7190 Xfer to Post-employment liability	\$36,500.00			\$36,500.00	\$30,602.33	\$67,102.33
24	7210 Hydraulic Model	\$20,000.00			\$20,000.00	\$1,000.00	\$21,000.00
25	7100 Real Estate Acquisition and cost	\$5,000.00			\$5,000.00	\$22,250.00	\$27,250.00
26	7220 Septic system (new)	\$0.00			\$0.00	\$31,191.25	\$31,191.25
27	7105 Enhanced Conservation Plan	\$17,000.00		-\$17,000.00	\$0.00	\$13,316.07	\$30,316.07
28	7170 Conservation Rebate - water bank	\$2,300.00		-\$2,300.00	\$0.00	\$1,197.00	\$3,497.00
29	NEW Residential Filter Rebate	\$50,000.00			\$50,000.00	\$0.00	\$50,000.00 NEW
30	NEW Replace Maint. Truck	\$65,000.00	-\$65,000.00		\$0.00	\$0.00	\$65,000.00 NEW
	7230 Addl. Water Supply Study (SDM)	\$0.00			\$0.00		\$0.00 NEW
	7165 Capital Equipment Purchase	\$0.00			\$0.00	\$1,641.39	\$1,641.39 NEW
	7110 DEP Permit Defense	\$0.00			\$0.00	\$2,015.33	\$2,015.33
					\$0.00		\$0.00
	Ending balance	\$2,556,725.00	\$101,250.00	\$0.00	\$2,085,772.88		