



The West Boylston Water District

Meeting Date and Time: Monday December 12, 2022; 5:00pm

Members Present: Stanley Szczurko, Jr., James LaMountain, Gary Flynn, Michael Mard

Members Absent: Robert Bryngelson, Jr.

Also Present: Michael Coveney, Heather Isaacs, Lori Renzoni, Michael Ohl, Robert Lopez

Mr. Szczurko called the meeting to order at 5:05pm.

ITEM 1: TREASURER'S REPORT- (*see attachments*)

Treasurer Heather Isaacs reviewed the Water District Water Billing Income, Balance Sheet, and Profit & Loss Report through 11/30/22. No further questions on these schedules.

Mr. LaMountain proposed approving bonuses for the District staff; Mr. Szczurko seconded the motion; all members voted yes. Approved one-time payment to Superintendent for \$2000.00 and \$25 gift cards and two additional paid days off for remaining staff.

ITEM 2: SUPERINTENDENT'S REPORT (*see attachments*)

- 1.) Mr. Coveney anticipates the well will remain offline for an additional one to two weeks.
- 2.) No further questions or comments.
- 3.) No further questions or comments.
- 4.) Mr. Coveney clarified that 50-60 feet of drainage pipe would be replaced.
- 5.) No further questions or comments.
- 6.) See New Business.

ITEM 3: OLD BUSINESS

OAKDALE WATER TREATMENT PLANT: Michael Ohl of Comprehensive Environmental (CEI) updated the Board on construction progress of the Oakdale Water Treatment Plant. Waterline Industries currently in test mode where plant must run three consecutive days for 8 hours each day with no glitches to proceed and emphasized this would be an important training period for staff. Noted that Massachusetts Department of Environmental Protection had appointment on 12/20/22 to start permitting process. Mr. Szczurko requested summary of any outstanding glitches, which include filter tank hatches and other minor issues that Mr. Ohl is confident will be addressed, and assures he will not sign off on completion until he is satisfied all issues addressed. Mr. Ohl anticipates that with start up, staff will need to physically remain on site while plant is processing (running) until Mass. DeP authorizes being able to run the plant remotely. Mr. Ohl and Mr. Coveney confirmed fencing partially completed and plantings complete.

LEE STREET MAIN REPLACEMENT: Mr. Ohl updated the Board on progress of engineering the replacement/moving of the water main on Lee Street. Mr. Ohl noted that CEI has met with the Conservation Commission, who expressed no concerns. State funding is still pending approval.

ITEM 4: NEW BUSINESS –

PROPOSED MALDEN STREET PROJECT: Discussion around letter from Town Administrator Jennifer Warren-Dymant regarding the proposed Malden Street development. Mr. Coveney advised Board that neither the contractor nor developer has approached the District inquire about water services to this property. Mr. Coveney expressed concern about fire flow rates being able to be sufficient to protect this property.

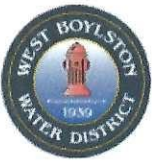
PROPOSED INCREASE OF SERVICE FEES: Mr. Coveney presented the Board with a proposed increase in service fees of approximately 25% siting rising operating costs and last increase being six years prior. Mr. Szczurko questioned whether the increase was sufficient; Mr. Coveney further recommends an annual review of fees. Mr. LaMountain made a motion to approve the increase; Mr. Mard seconded the motion; all voted in favor with roll call vote; motion passed.

ITEM 5: APPROVAL OF MEETING MINUTES

Mr. Flynn made a motion to accept the November 14, 2022 meeting minutes as presented; Mr. Mard seconded the motion, all voted in favor; motion carried.

ITEM 7: OTHER BUSINESS- No other business.

Mr. Flynn made a motion to adjourn; Mr. Mard seconded the motion; all voted in favor. Mr. Szczurko adjourned the meeting at 6:29 PM. Next meeting scheduled for January 23, 2023 at 5pm.



Meeting Minutes of the West Boylston Water District

December 12, 2022

Members Present: Stanley Szczurko, Jr., James LaMountain, Gary Flynn, Michael Mard

Date of Approval: _____ January 23, 2023 _____

M. Mard

Gary Flynn

Stanley Szczurko Jr.

James LaMountain



**MEETING POSTING
IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§ 18-25**

Board of Water Commissioners

December 8, 2022

Board/Committee Name

Date of Notice

183 Worcester St, West Boylston

WBWD OFFICE

Meeting Place

Conference Rm. No.

December 12, 2022

Robert Bryngelson

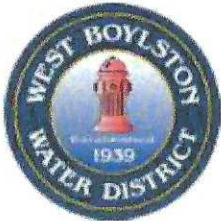
Monday 5:00 p.m.

Date/Time of Meeting

Clerk of Board or Bd. Member Signature

Meeting canceled/Postponed to: _____

Date of cancelation/Postponement _____



Agenda

- 5:00 PM CONVENE MEETING
- 5:05 PM TREASURER'S REPORT – Heather Isaacs
- 5:20 PM SUPERINTENDENT'S REPORT – Mike Coveney
- 5:30 P.M. OLD BUSINESS – Update on Oakdale WTF/Lee St Water Main Projects (Mike - CEI)
- 5:45 P.M. NEW BUSINESS
- 5:50 P.M. READING/APPROVAL OF MINUTES
- 5:55 P.M. ANY OTHER BUSINESS NOT REASONABLY ANTICIPATED
- 6:00 P.M. CLOSE MEETING

[illegible]

West Boylston Water District Profit & Loss Budget vs. Actual

July through November 2022 Budget \$ Over Budget % of Budget

Ordinary Income/Expense

Income

4175 · Interest Charges	2,690.68	2,100.00	590.68	128.13%
4250 · Water Charges & Services				
4251 · Worcester Corporate Water Cha	-2,472.50	0.00	-2,472.50	100.0%
4250 · Water Charges & Services - Oth	968,082.39	818,000.00	150,082.39	118.35%
Total 4250 · Water Charges & Services	965,609.89	818,000.00	147,609.89	118.05%
4260 · User Fee	84,000.00	42,000.00	42,000.00	200.0%
4261 · Back Flow	0.00	5,700.00	-5,700.00	0.0%
4262 · Fire Line	11,881.80	11,881.00	0.80	100.01%
4270 · Merchandise & Jobbing	555.62			
4275 · Meters	4,900.00	2,800.00	2,100.00	175.0%
4320 · Rental Income	57,799.90	56,250.00	1,549.90	102.76%
4820 · Investment Income				
4821 · Net investment income	414.67	0.00	414.67	100.0%
4820 · Investment Income - Other	2,804.93	2,500.00	304.93	112.2%
Total 4820 · Investment Income	3,219.60	2,500.00	719.60	128.78%
4840 · Miscellaneous Revenue	3,043.95	3,270.00	-226.05	93.09%
Total Income	1,133,701.44	944,501.00	189,200.44	120.03%

Cost of Goods Sold

50000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%

Gross Profit	1,133,701.44	944,501.00	189,200.44	120.03%
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Expense

5000 · Operation & Maintenance

5130A · Salaries & Employee Benefits

5130 · Admin & Salaries

5143 · Overtime Wages	4,813.68	8,169.19	-3,355.51	58.93%
5130 · Admin & Salaries - Other	151,636.66	138,722.33	12,914.33	109.31%
Total 5130 · Admin & Salaries	156,450.34	146,891.52	9,558.82	106.51%
5131 · Superintendent's Salary	43,868.00	40,377.70	3,490.30	108.64%
5132 · Commissioners Salaries	0.00	0.00	0.00	0.0%
5133 · Moderator Salary	0.00	0.00	0.00	0.0%
5134 · Payroll Processing Expense	674.66	704.17	-29.51	95.81%
5135 · Worcester Retirement System	85,383.00	85,383.00	0.00	100.0%
5135A · Pension Expense	0.00	0.00	0.00	0.0%
5136A · Health Insurance				
5136 · Employee's	42,768.25	44,495.00	-1,726.75	96.12%
5137 · Retiree's	5,440.00	5,548.75	-108.75	98.04%
5136A · Health Insurance - Other	106.26			
Total 5136A · Health Insurance	48,314.51	50,043.75	-1,729.24	96.55%
5136B · OPEB Expense	0.00	0.00	0.00	0.0%
5138 · Life Insurance	313.20	297.08	16.12	105.43%
5139 · Uniforms	3,658.63	3,208.73	449.90	114.02%
5140 · Workers' Comp Insurance	8,813.00	9,002.00	-189.00	97.9%
5141 · Employee Training	125.00	2,500.00	-2,375.00	5.0%
5142 · Payroll Taxes	2,936.51	3,125.00	-188.49	93.97%
Total 5130A · Salaries & Employee Benefits	350,536.85	341,532.95	9,003.90	102.64%

West Boylston Water District
Profit & Loss Budget vs. Actual

July through November 2022

			<u>\$ Over Budget</u>	<u>% of Budget</u>
5200 · Bank Service Charge	0.00	150.00	-150.00	0.0%
5210 · Heating	1,650.74	925.00	725.74	178.46%
5215 · Telephone	4,351.21	4,500.83	-149.62	96.68%
5220 · Electricity				
5221 · Beaman Street	27.00	64.00	-37.00	42.19%
5222 · Lawrence Street	44.56	145.00	-100.44	30.73%
5223 · Lee Street	6,996.60	9,050.00	-2,053.40	77.31%
5224 · Prospect Street	18.47	62.50	-44.03	29.55%
5225 · Temple Street	16,215.43	17,500.00	-1,284.57	92.66%
5226 · Thomas Street	1,842.02	2,300.00	-457.98	80.09%
5227 · West Boylston Street	7,263.91	6,650.00	613.91	109.23%
5228 · Western Avenue	920.97	1,600.00	-679.03	57.56%
5229 · Worcester Street	879.59	1,150.00	-270.41	76.49%
5229A · Laurel Street	332.33	1,000.00	-667.67	33.23%
5220 · Electricity - Other	0.00	0.00	0.00	0.0%
Total 5220 · Electricity	34,540.88	39,521.50	-4,980.62	87.4%
5230 · Legal & Accounting				
5231 · Audit Expenses	0.00	0.00	0.00	0.0%
5232 · Accounting Expense	1,013.00	2,500.00	-1,487.00	40.52%
5233 · Legal Expense	25,855.50	10,000.00	15,855.50	258.56%
5234 · Consulting Expense				
5234D · Lee Street	8,100.00			
5234 · Consulting Expense - Ot	20,632.50	40,000.00	-19,367.50	51.58%
Total 5234 · Consulting Expense	28,732.50	40,000.00	-11,267.50	71.83%
Total 5230 · Legal & Accounting	55,601.00	52,500.00	3,101.00	105.91%
5240 · Auto & Truck Expense				
5241 · Gasoline & Oil	6,253.64	7,250.00	-996.36	86.26%
5242 · Repairs & Maintenance	5,726.70	4,100.00	1,626.70	139.68%
5240 · Auto & Truck Expense - Oth	0.00	0.00	0.00	0.0%
Total 5240 · Auto & Truck Expense	11,980.34	11,350.00	630.34	105.55%
5300 · Property and Liability Insuranc	15,888.00	18,565.00	-2,677.00	85.58%
5420 · Office Expense				
5421 · Office Supplies	432.83	1,450.00	-1,017.17	29.85%
5422 · Postage	2,369.20	2,500.00	-130.80	94.77%
Total 5420 · Office Expense	2,802.03	3,950.00	-1,147.97	70.94%
5423 · Computer/Tech	4,767.53	5,000.00	-232.47	95.35%
5430 · Pump Station Supplies	1,055.66	2,500.00	-1,444.34	42.23%
5435 · Water Quality Control Expense	8,128.00	6,875.00	1,253.00	118.23%
5440 · Water Treatment Chemicals	35,539.29	30,000.00	5,539.29	118.46%
5500 · Tools	1,225.81	1,650.00	-424.19	74.29%
5600 · Repairs & Maintenance				
5601 · Equipment Repairs	4,093.79	5,250.00	-1,156.21	77.98%
5602 · Facility Repairs	1,530.96	5,250.00	-3,719.04	29.16%
Total 5600 · Repairs & Maintenance	5,624.75	10,500.00	-4,875.25	53.57%
5625 · Property Maintenance	6,084.97	5,250.00	834.97	115.9%
5790 · State & District Expense	4,616.01	4,700.00	-83.99	98.21%
5791 · GIS Projects	0.00	0.00	0.00	0.0%

West Boylston Water District
Profit & Loss Budget vs. Actual
July through November 2022

	Budget	Actual	\$ Over Budget	% of Budget
5795 · DEP Primacy Fees	0.00	0.00	0.00	0.0%
5840 · Serv & Distr. Improve.				
5840E- Emergency Repair Costs	1,856.00	0.00	1,856.00	100.0%
5840 · Serv & Distr. Improve. - Other	54,520.25	95,000.00	-40,479.75	57.39%
Total 5840 · Serv & Distr. Improve.	56,376.25	95,000.00	-38,623.75	59.34%
5950 · District Improvements				
5950C · Well Exploration (\$35K)	0.00	0.00	0.00	0.0%
5950D · Tank Cleaning	0.00	0.00	0.00	0.0%
5950H · Hydrants	0.00	0.00	0.00	0.0%
5951 · District Improvements (Capital)				
5951H · Oakdale WTP 2021-22	2,350,204.53			
5951G- N.Main St. Main Replac	0.00	0.00	0.00	0.0%
5951B · Radio Read Meters	0.00	0.00	0.00	0.0%
5951F · Well Exploration - PV2	0.00	0.00	0.00	0.0%
Total 5951 · District Improvements	2,350,204.53	0.00	2,350,204.53	100.0%
5951H to Balance Sheet OWTP	-2,350,204.53			
5950 · District Improvements - Other	925.00	23,500.00	-22,575.00	3.94%
Total 5950 · District Improvements	925.00	23,500.00	-22,575.00	3.94%
Total 5000 · Operation & Maintenance	601,694.32	657,970.28	-56,275.96	91.45%
Total Expense	601,694.32	657,970.28	-56,275.96	91.45%
Net Ordinary Income	532,007.12	286,530.72	245,476.40	185.67%
Other Income/Expense				
Other Income	0.00	0.00	0.00	0.0%
Other Expense				
8000 · Interest Expense	16,753.71	16,671.50	82.21	100.49%
Total Other Expense	16,753.71	16,671.50	82.21	100.49%
Net Other Income	-16,753.71	-16,671.50	-82.21	100.49%
Net Income	515,253.41	269,859.22	245,394.19	190.93%

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12/12/22

Accrual Basis

West Boylston Water District

Balance Sheet

As of November 30, 2022

	Nov 30, 22
ASSETS	
Current Assets	
Checking/Savings	
1000 • Cash-Checking & Savings	1,067,717.88
1020 • Petty Cash	125.00
1025 • Cash on Hand	125.00
Total Checking/Savings	1,067,967.88
Accounts Receivable	
1201 • User Charges	336,922.48
Total Accounts Receivable	336,922.48
Other Current Assets	
1159 • Investments	1,367,942.63
1499 • Undeposited Funds	4,263.05
Total Other Current Assets	1,372,205.68
Total Current Assets	2,777,096.04
Fixed Assets	
1998 • Capital Assets - Depreciable	5,127,077.97
1999 • Capital Assets - Nondepreciable	5,680,618.53
Total Fixed Assets	10,807,696.50
Other Assets	
2860 • Deferred Outflows of Resources	96,920.00
Total Other Assets	96,920.00
TOTAL ASSETS	13,681,712.54
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 • Accounts Payable	356,738.65
Total Accounts Payable	356,738.65
Other Current Liabilities	
2100 • Payroll Withholdings	559.49
2430 • Accrued Vacation Pay	18,738.45
Total Other Current Liabilities	19,297.94
Total Current Liabilities	376,036.59
Long Term Liabilities	
1750 • Deferred Inflows of Resources	69,040.00
2600 • N/P - DEP (SRF Funding)	8,781,519.96
2800 • Other Post Employment Benefits	1,080,197.00
2850 • Net Pension Liability	829,002.00
Total Long Term Liabilities	10,759,758.96
Total Liabilities	11,135,795.55
Equity	
3300 • Reserved for office renovations	2,444.75
3301 • Reserved for Well Exploration	535,328.84
3775 • Investment in PP&E-District	3,271,253.45
3900 • Retained Earnings	571,841.07
Net Income	-1,834,951.12

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12/12/22

Accrual Basis

West Boylston Water District
Balance Sheet
As of November 30, 2022

	Nov 30, 22
Total Equity	2,545,916.99
TOTAL LIABILITIES & EQUITY	13,681,712.54

W.B. Water District
Monthly Water Charges
FY22

	FY23			months	FY22			months	FY21			AR Balance		
	FY23 Actual	FY23 Budget	variance		AR Balance	FY22 Actual	FY22 Budget		variance	FY21 Actual	FY21 Budget		FY21 variance	
Jul-22	184,531.29	180,000.00	4,531.29	April, May, June	122,000.00	180,187.29	165,000.00	15,187.29	99,000.00	163,671.00	125,000.00	38,671.00	April, May, June	95,000.00
Aug-22	166,820.86	148,000.00	18,820.86	May, June, July	108,000.00	144,220.84	135,000.00	9,220.84	104,000.00	134,710.20	120,000.00	14,710.20	May, June, July	90,000.00
Sep-22	178,386.80	160,000.00	18,386.80	June, July, Aug	110,000.00	147,595.80	155,000.00	(7,404.20)	99,000.00	152,535.92	119,000.00	33,535.92	June, July, Aug	95,500.00
Oct-22		200,000.00		July, Aug, Sept		175,242.80	205,000.00	(29,757.20)	106,000.00	198,470.06	170,000.00	28,470.06	July, Aug, Sept	96,000.00
Nov-22		130,000.00		Aug, Sept, Oct		129,151.13	140,000.00	(10,848.87)	84,000.00	141,907.42	122,000.00	19,907.42	Aug, Sept, Oct	94,000.00
Dec-22		125,000.00		Sept, Oct, Nov		123,290.46	125,000.00	(1,709.54)	93,000.00	125,192.99	107,000.00	18,192.99	Sept, Oct, Nov	93,000.00
Jan-23		150,000.00		Oct, Nov, Dec		138,734.92	140,000.00	(1,265.08)	100,000.00	139,747.55	124,000.00	15,747.55	Oct, Nov, Dec	94,000.00
Feb-23		120,000.00		Nov, Dec, Jan		107,751.56	115,000.00	(7,248.44)	91,000.00	106,386.73	100,000.00	6,386.73	Nov, Dec, Jan	87,000.00
Mar-23		120,000.00		Dec, Jan, Feb		113,045.28	115,000.00	(1,954.72)	90,000.00	102,084.83	100,000.00	2,084.83	Dec, Jan, Feb	66,000.00
Apr-23		140,000.00		Jan, Feb, Mar		137,337.67	130,000.00	7,337.67	110,000.00	136,147.59	121,000.00	15,147.59	Jan, Feb, Mar	63,000.00
May-23		125,000.00		Feb, Mar, April		106,333.47	125,000.00	(18,666.53)	86,000.00	104,755.71	120,000.00	(15,244.29)	Feb, Mar, April	65,000.00
Jun-23		140,000.00		Mar, April, May		118,529.15	130,000.00	(11,470.85)	94,000.00	115,312.87	100,000.00	15,312.87	Mar, April, May	
Totals	529,738.95	1,738,000.00	41,738.95			1,621,420.37	1,680,000.00	(58,579.63)		1,505,610.00	1,428,000.00	175,621.87		

Accrual Basis

Profit & Loss Budget vs. Actual

July through September 2022

Ordinary Income/Expense	Jul - Sep 22	Budget	\$ Over Budget	% of Budget
Income				
4175 · Interest Charges	1,956.44	1,150.00	806.44	170.13%
4250 · Water Charges & Services				
4251 · Worcester Corporate Water Chrg	-2,472.50	0.00	-2,472.50	100.0%
4250 · Water Charges & Services - Other	563,630.27	488,000.00	75,630.27	115.5%
Total 4250 · Water Charges & Services	561,157.77	488,000.00	73,157.77	114.99%
4260 · User Fee	48,000.00	30,000.00	18,000.00	160.0%
4261 · Back Flow	0.00	0.00	0.00	0.0%
4262 · Fire Line	6,203.40	6,203.00	0.40	100.01%
4270 · Merchandise & Jobbing	555.62			
4275 · Meters	2,500.00	2,000.00	500.00	125.0%
4320 · Rental Income	34,679.94	33,750.00	929.94	102.76%
4820 · Investment Income				
4821 · Net investment income	414.67	0.00	414.67	100.0%
4820 · Investment Income - Other	972.75	2,500.00	-1,527.25	38.91%
Total 4820 · Investment Income	1,387.42	2,500.00	-1,112.58	55.5%
4840 · Miscellaneous Revenue	1,860.00	1,970.00	-110.00	94.42%
Total Income	658,300.59	565,573.00	92,727.59	116.4%
Cost of Goods Sold				
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	658,300.59	565,573.00	92,727.59	116.4%
Expense				
5000 · Operation & Maintenance				
5130A · Salaries & Employee Benefits				
5130 · Admin & Salaries				
5143 · Overtime Wages	3,514.54	4,901.52	-1,386.98	71.7%
5130 · Admin & Salaries - Other	84,956.97	83,233.39	1,723.58	102.07%
Total 5130 · Admin & Salaries	88,471.51	88,134.91	336.60	100.38%
5131 · Superintendent's Salary	23,928.00	24,226.62	-298.62	98.77%
5132 · Commissioners Salaries	0.00	0.00	0.00	0.0%
5133 · Moderator Salary	0.00	0.00	0.00	0.0%

West Boylston Water District Profit & Loss Budget vs. Actual July through September 2022

	Jul - Sep 22	Budget	\$ Over Budget	% of Budget
5134 • Payroll Processing Expense	371.36	422.51	-51.15	87.89%
5135 • Worcester Retirement System	85,383.00	85,383.00	0.00	100.0%
5135A • Pension Expense	0.00	0.00	0.00	0.0%
5136A • Health Insurance				
5136 • Employee's	24,696.15	26,697.00	-2,000.85	92.51%
5137 • Retiree's	3,264.00	3,329.25	-65.25	98.04%
5136A • Health Insurance - Other	106.26			
Total 5136A • Health Insurance	28,066.41	30,026.25	-1,959.84	93.47%
5136B • OPEB Expense	0.00	0.00	0.00	0.0%
5138 • Life Insurance	178.20	178.25	-0.05	99.97%
5139 • Uniforms	625.71	2,744.37	-2,118.66	22.8%
5140 • Workers' Comp Insurance	8,586.00	9,002.00	-416.00	95.38%
5141 • Employee Training	0.00	1,500.00	-1,500.00	0.0%
5142 • Payroll Taxes	1,629.79	1,875.00	-245.21	86.92%
Total 5130A • Salaries & Employee Benefits	237,239.98	243,492.91	-6,252.93	97.43%
5200 • Bank Service Charge	0.00	90.00	-90.00	0.0%
5210 • Heating	153.66	175.00	-21.34	87.81%
5215 • Telephone	2,408.76	2,700.49	-291.73	89.2%
5220 • Electricity				
5221 • Beaman Street	27.00	42.00	-15.00	64.29%
5222 • Lawrence Street	44.56	105.00	-60.44	42.44%
5223 • Lee Street	4,323.54	5,750.00	-1,426.46	75.19%
5224 • Prospect Street	18.47	37.50	-19.03	49.25%
5225 • Temple Street	9,975.84	12,000.00	-2,024.16	83.13%
5226 • Thomas Street	972.66	1,600.00	-627.34	60.79%
5227 • West Boylston Street	4,596.36	4,050.00	546.36	113.49%
5228 • Western Avenue	220.97	1,000.00	-779.03	22.1%
5229 • Worcester Street	581.31	800.00	-218.69	72.66%
5229A • Laurel Street	332.33	600.00	-267.67	55.39%
5220 • Electricity - Other	0.00	0.00	0.00	0.0%
Total 5220 • Electricity	21,793.04	25,984.50	-4,191.46	83.87%
5230 • Legal & Accounting				
5231 • Audit Expenses	0.00	0.00	-0.00	0.0%

Profit & Loss Budget vs. Actual

July through September 2022

	Jul - Sep 22	Budget	\$ Over Budget	% of Budget
5232 · Accounting Expense	1,013.00	1,500.00	-487.00	67.53%
5233 · Legal Expense	0.00	6,000.00	-6,000.00	0.0%
5234 · Consulting Expense	8,060.00	25,000.00	-16,940.00	32.24%
Total 5230 · Legal & Accounting	9,073.00	32,500.00	-23,427.00	27.92%
5240 · Auto & Truck Expense				
5241 · Gasoline & Oil	4,261.52	4,350.00	-88.48	97.97%
5242 · Repairs & Maintenance	1,747.62	2,500.00	-752.38	69.91%
5240 · Auto & Truck Expense - Other	0.00	0.00	0.00	0.0%
Total 5240 · Auto & Truck Expense	6,009.14	6,850.00	-840.86	87.73%
5300 · Property and Liability Insurance	15,888.00	18,565.00	-2,677.00	85.58%
5420 · Office Expense				
5421 · Office Supplies	287.94	850.00	-562.06	33.88%
5422 · Postage	1,175.00	1,500.00	-325.00	78.33%
Total 5420 · Office Expense	1,462.94	2,350.00	-887.06	62.25%
5423 · Computer/Tech	2,641.70	3,000.00	-358.30	88.06%
5430 · Pump Station Supplies	823.72	1,500.00	-676.28	54.92%
5435 · Water Quality Control Expense	6,143.00	4,125.00	2,018.00	148.92%
5440 · Water Treatment Chemicals	25,476.01	18,000.00	7,476.01	141.53%
5500 · Tools	679.96	1,000.00	-320.04	68.0%
5600 · Repairs & Maintenance				
5601 · Equipment Repairs	4,093.79	3,250.00	843.79	125.96%
5602 · Facility Repairs	10.36	3,250.00	-3,239.64	0.32%
Total 5600 · Repairs & Maintenance	4,104.15	6,500.00	-2,395.85	63.14%
5625 · Property Maintenance	1,632.64	3,250.00	-1,617.36	50.24%
5790 · State & District Expense	4,543.47	4,600.00	-56.53	98.77%
5791 · GIS Projects	0.00	0.00	0.00	0.0%
5795 · DEP Primacy Fees	0.00	0.00	0.00	0.0%
5840 · Serv & Distr. Improve.				
5840E- Emergency Repair Costs	1,856.00	0.00	1,856.00	100.0%
5840 · Serv & Distr. Improve. - Other	40,221.85	57,500.00	-17,278.15	69.95%
Total 5840 · Serv & Distr. Improve.	42,077.85	57,500.00	-15,422.15	73.18%
5950 · District Improvements				
5950C · Well Exploration (\$35K)	0.00	0.00	0.00	0.0%

West Boylston Water District Profit & Loss Budget vs. Actual July through September 2022

	Jul - Sep 22	Budget	\$ Over Budget	% of Budget
5950D · Tank Cleaning	0.00	0.00	0.00	0.0%
5950H · Hydrants	0.00	0.00	0.00	0.0%
5951 · District Improvements (Capital)				
5951H · Oakdale WTP 2021-22	1,431,581.25			
5951G- N.Main St. Main Replace	0.00	0.00	0.00	0.0%
5951B · Radio Read Meters	0.00	0.00	0.00	0.0%
5951F · Well Exploration - PV2	0.00	0.00	0.00	0.0%
5951 · District Improvements (Capital) - O	0.00			
Total 5951 · District Improvements (Capital)	1,431,581.25	0.00	1,431,581.25	100.0%
5950 · District Improvements - Other	0.00	14,500.00	-14,500.00	0.0%
Total 5950 · District Improvements	1,431,581.25	14,500.00	1,417,081.25	9,872.97%
Total 5000 · Operation & Maintenance	1,813,732.27	446,682.90	1,367,049.37	406.05%
Total Expense	1,813,732.27	446,682.90	1,367,049.37	406.05%
Net Ordinary Income	-1,155,431.68	118,890.10	-1,274,321.78	-971.85%
Other Income/Expense				
Other Income				
8400 · Insurance Reimbursement	0.00	0.00	0.00	0.0%
8500 · Bond premium amortization	0.00	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.00	0.0%
Other Expense				
8000 · Interest Expense				
8050 · DSRF Earnings	0.00	0.00	0.00	0.0%
8060 · Contract Assistance	0.00	0.00	0.00	0.0%
8000 · Interest Expense - Other	16,753.71	16,671.50	82.21	100.49%
Total 8000 · Interest Expense	16,753.71	16,671.50	82.21	100.49%
Total Other Expense	16,753.71	16,671.50	82.21	100.49%
Net Other Income	-16,753.71	-16,671.50	-82.21	100.49%
Net Income	-1,172,185.39	102,218.60	-1,274,403.99	-1,146.74%
Add back: Oakdale WTP financed by SRF	1,431,581.25		1,431,581.25	
Net Income after removing Oakdale WTP	259,395.86	102,218.60	157,177.26	



West Boylston Water District

To: Board of Water Commissioners

From: Michael Coveney

Date: 12/12/2022

Re: Superintendents Report

-
- 1.) Oakdale Treatment Facility: The contractor is currently working on finishing all the performance testing and punch list items. The Training for the WBWD crew is ongoing with the contractor and filter supplier (Roberts). The new Oakdale Well pump and motor are installed and have been started. Tentative MassDEP inspection for approval is scheduled for December 20th. Mike Ohl from CEI will be able to attend the meeting today for an update. Pay requisition #17 is included on the warrant to be signed today.
 - 2.) Lee Street Water Main project: CEI is working on finishing the plans and specifications for the Lee St. project. We have met with the Conservation Commission, and they have approved the project to move forward.
 - 3.) Hydrant Claim: The hydrant at the intersection of Woodland St and Pierce St has been replaced and the driver of the vehicle has been billed. We have been working with our attorney on this to recover our expenses from Geico Insurance and the driver. They are working out an agreement to proceed.
 - 4.) Rte. 12 Pump Station Flooding: I have contacted the owner of the development and Walmart about this issue. Walmart has agreed to repair the collapsed 48" drain under the entrance to the Scarlett Brook Marketplace. Their contractor is planning to complete this work at night within the next two weeks.
 - 5.) Pleasant Valley Well #2: Manganese update, the detection levels are below the health advisory of 0.30 mg/L but above the secondary MCL of 0.05 mg/L. The average monthly sample result is 0.12 mg/L. We will continue to sample and monitor this each month for any changes.
 - 6.) Schedule of Fees: The last update to the schedule of fees was in 2017. Please see attached draft proposal to increase most of these fees by 25%. It has been 6 years since these were updated and many of the District's expenses have increased dramatically over the last 6 years. I would recommend that the Board review these fees and consider adopting them for 2023.
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West Boylston Water District
183 Worcester Street
West Boylston MA 01583-1753
508-835-3025

Schedule of Fees

EFFECTIVE JANUARY 1, 2017

*At the Commissioners Meeting held on December 12, 2016 it was voted by the Board of Water Commissioners effective January 1, 2017, that all fees will be charged at the rates listed below.

CAPITAL IMPROVEMENT FEES FOR EACH NEW CONNECTION TO THE WATER SYSTEM

1"	2"	4"	6"	8"	10"	12"
\$4,000	\$8,000	\$12,000	\$16,000	\$20,000	\$24,000	\$28,000

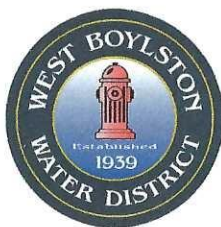
CAPITAL IMPROVEMENT USER FEES

CUSTOMER CLASS	CHARGE
Residential	\$2,000 per service
Apartment Bldg. (with one meter)	\$2,000 per unit
Non-Residential based on meter size	See below
5/8" x 3/4" meter size	\$2,000 per meter
1" meter size	\$4,000 per meter
1-1/2" meter size	\$6,000 per meter
2" meter size (meter size larger than 2" TBD by WBWD)	\$8,000 per meter
Fire Protection Service only**	\$1,000 per inch of main size per service

**Fire Protection and Domestic service are considered as two separate connections.

SERVICE CHARGES

Turn on or off at Curb	\$60 each
Cross Connection Survey	\$60 hr. with 1 hr. min.
Testing Backflow Preventer	\$60 per test, per device
Hydrant Flow Test	\$250 per test
Metered Hydrants	\$60 per day plus water usage
Meter Test 5/8" x 3/4" (residential meter)	\$50 (no charge if meter is over registering)
Special Meter Reading (for final bill or pool fill)	\$30 per billing or pool filling for sewer deduct
Meter Valve Replacement 3/4" valve and fittings	\$100 per meter valve
Seasonal Construction Meter 5/8" x 3/4"	\$400 prepaid plus usage
Seasonal Construction Meter 2 1/2"	\$800 prepaid plus usage
Residential Meter 5/8 x 3/4" Radio Read	\$400 installed with 3/4" valve (residential only)
Regular hourly rate (operator and equipment)	\$60 hr. per operator
After Hours Overtime Rate (operator and equipment)	\$90 hr. with 2 hr. min per operator



West Boylston Water District
183 Worcester Street
West Boylston MA 01583-1753
508-835-3025

Schedule of Fees

EFFECTIVE JANUARY 1, 2023

CAPITAL IMPROVEMENT FEES FOR EACH NEW CONNECTION TO THE WATER SYSTEM

1"	2"	4"	6"	8"	10"	12"
\$5,000	\$10,000	\$15,000	\$20,000	\$25,000	\$30,000	\$35,000

CAPITAL IMPROVEMENT USER FEES

CUSTOMER CLASS	CHARGE
Residential	\$2,500 per service
Apartment Bldg. (with one meter)	\$2,500 per unit
Non-Residential based on meter size	See below
5/8" x 3/4" meter size	\$2,500 per meter
1" meter size	\$5,000 per meter
1-1/2" meter size	\$7,500 per meter
2" meter size (meter size larger than 2" TBD by WBWD)	\$10,000 per meter
Fire Protection Service only**	\$1,250 per inch of main size per service

****Fire Protection and Domestic service are considered as two separate connections.**

SERVICE CHARGES

Turn on or off at Curb	\$75 each
Cross Connection Survey	\$75 hr. with 1 hr. min.
Testing Backflow Preventer	\$75 per test, per device
Hydrant Flow Test	\$500 per test
Metered Hydrants	\$75 per day plus water usage
Meter Test 5/8" x 3/4" (residential meter)	\$100 (no charge if meter is over registering)
Special Meter Reading (for final bill or pool fill)	\$40 per billing or pool filling for sewer deduct
Meter Valve Replacement 3/4" valve and fittings	\$125 per meter valve
Seasonal Construction Meter 5/8" x 3/4"	\$500 prepaid plus usage
Seasonal Construction Meter 2 1/2"	\$1000 prepaid plus usage
Residential Meter 5/8 x 3/4" Radio Read	\$500 installed with 3/4" valve (residential only)
Regular hourly rate (operator and equipment)	\$75 hr. per operator
After Hours Overtime Rate (operator and equipment)	\$125 hr. with 2 hr. min per operator