



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

BRIAN KEVENY  
FINANCE DIRECTOR  
TEL. (508) 358-3610  
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To: Finance Committee

Nancy Funkhouser	Thomas Greenaway ( Chair )	David J. Gutschenritter
Cherry C. Karlson	Carol Martin	Bill Steinberg
Gil Wolin		

From: Brian Keveny, Finance Director

Date: December 16, 2013

Subject: Fiscal 2015 Preliminary Budget

I am pleased to submit for your review and consideration the preliminary Fiscal Year 2015 Operating and Capital Improvement budgets. These requests were submitted by town departments, school department and boards consistent with the requirements of the FY 2015 Budget Guideline. The town departmental budgets are currently under review by senior management for accuracy and completeness. The following town budgets are still being developed as more information is needed to accurately prepare a request:

- 1) Debt Service- Town Treasurer is obtaining debt service cost related to the new DPW facility and the remaining Wayland High School
- 2) Health Insurance- The town has not received the cost increase information from West Suburban Health Care related to Fiscal 2015 plan rates. This information is expected to be received in January 2014.
- 3) Minuteman Regional High School- I am expecting to receive the FY 2015 vocational assessment by February 2014.

Enclosed in this booklet is the following for your review:

- 1) MUNIS Fiscal 2015 town departmental budget report and supporting schedules.
- 2) FY 2015 Capital Improvement requests and supporting schedules.
- 3) Crystal Report 104 for Fiscal 2015 budget preparation.
- 4) Town budget narratives.

Respectfully submitted,

Brian Keveny  
Finance Director

**FISCAL 2015- PRELIMINARY BUDGET  
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UNAP

Departmental	Expenses			Personnel Services			Comparison- Fiscal 2015 / Fiscal 2014			
	Fiscal 2014	Fiscal 2015		Fiscal 2014 Budget	Fiscal 2015		Total 2015	Total 2014	Total	
		Preliminary Budget	\$ Variance FY 15 / FY 14		Preliminary Budget	\$ Variance FY 15 / FY 14			FY 15 / FY 14	% Variance
Selectmen	33,000.00	30,000.00	(3,000.00)	(0.09)	-	-	30,000.00	33,000.00	(3,000.00)	-9.09%
Town Office	81,500.00	79,500.00	(2,000.00)	(0.02)	406,424.00	466,564.00	546,164.00	487,924.00	58,240.00	11.94%
Personnel Board	10,000.00	10,000.00	-	-	6,750.00	6,750.00	16,750.00	16,750.00	-	0.00%
Finance	51,700.00	51,700.00	-	-	301,880.00	307,500.00	359,200.00	353,580.00	5,620.00	1.59%
Assessor	80,450.00	77,800.00	(2,650.00)	(0.03)	238,510.00	243,090.00	320,890.00	318,960.00	1,930.00	0.61%
Treasurer	30,750.00	30,900.00	150.00	0.00	199,368.00	196,650.00	(2,718.00)	230,118.00	(2,568.00)	-1.12%
Legal	175,000.00	190,000.00	15,000.00	0.09	-	-	190,000.00	175,000.00	15,000.00	8.57%
Information Technology	211,884.00	225,600.00	13,716.00	0.06	83,842.00	83,842.00	309,442.00	295,726.00	13,716.00	4.64%
Town Clerk	11,615.00	11,615.00	-	-	120,023.00	121,988.00	1,965.00	131,638.00	1,965.00	1.49%
Elections	6,300.00	10,870.00	4,570.00	0.73	13,564.00	24,328.00	10,764.00	19,864.00	7,133.00	77.19%
Registrar	4,000.00	4,000.00	-	-	275.00	275.00	35,198.00	4,275.00	4,275.00	0.00%
Conservation	19,900.00	29,900.00	10,000.00	0.50	142,026.00	140,444.00	(1,582.00)	170,344.00	8,418.00	5.20%
Planning	4,500.00	4,500.00	-	-	105,990.00	105,990.00	110,490.00	110,490.00	-	0.00%
Surveyor	16,500.00	26,950.00	10,000.00	0.59	160,778.00	160,778.00	187,728.00	177,728.00	10,000.00	5.63%
Facilities	821,600.00	847,117.00	25,517.00	0.03	272,106.00	273,192.00	1,086.00	1,120,309.00	1,093,706.00	2.43%
Misc Committees	49,775.00	49,775.00	-	-	-	-	49,775.00	49,775.00	-	0.00%
Police	324,350.00	334,950.00	10,600.00	0.03	2,181,252.00	2,196,125.00	14,873.00	2,505,602.00	25,473.00	1.02%
Joint Communications	42,100.00	27,100.00	(15,000.00)	(0.36)	473,001.00	472,650.00	(351.00)	515,101.00	(15,351.00)	-2.98%
Emergency Management	23,000.00	23,000.00	-	-	-	-	23,000.00	23,000.00	-	0.00%
Dog Officer	21,501.00	21,501.00	-	-	-	-	21,501.00	21,501.00	-	0.00%
Fire Department	216,445.00	219,245.00	2,800.00	0.01	2,271,520.00	2,233,889.00	(37,631.00)	2,487,965.00	(34,831.00)	-1.40%
Building & Zoning	14,501.00	14,501.00	-	-	281,054.00	285,317.00	4,263.00	295,555.00	4,263.00	1.44%
Municipal Regional	212,427.00	-	(212,427.00)	(1.00)	-	-	-	212,427.00	(212,427.00)	-100.00%
Highway	331,580.00	325,000.00	(50,000.00)	(0.15)	930,497.00	936,591.00	6,094.00	1,218,091.00	1,261,997.00	-3.48%
Snow and Ice	65,000.00	80,000.00	15,000.00	0.23	125,000.00	125,000.00	-	450,000.00	450,000.00	0.00%
Transfer Station	198,000.00	198,000.00	-	-	403,195.00	474,432.00	71,237.00	65,000.00	15,000.00	23.08%
Parks	183,372.00	177,040.00	(6,332.00)	(0.03)	589,213.00	597,418.00	8,205.00	672,432.00	601,195.00	11.85%
Board of Health	30,000.00	30,000.00	-	-	-	-	774,458.00	772,585.00	1,873.00	0.24%
Veterans	55,500.00	55,500.00	-	-	165,940.00	167,388.00	1,448.00	30,000.00	-	0.00%
Council on Aging	3,825.00	4,075.00	250.00	0.07	156,285.00	159,653.00	3,368.00	221,440.00	1,448.00	0.65%
Youth Services	227,860.00	218,300.00	(9,560.00)	(0.04)	772,518.00	765,000.00	(7,518.00)	163,728.00	160,110.00	2.26%
Library	7,348,947.00	7,999,320.00	650,373.00	0.09	314,456.00	320,364.00	5,908.00	1,000,378.00	(17,078.00)	-1.71%
Recreation	3,507,480.00	3,740,468.00	232,988.00	0.07	-	-	7,999,320.00	314,456.00	5,908.00	1.88%
Debt Service					-	-	-	7,348,947.00	650,373.00	8.85%
Retirement					-	-	3,740,468.00	3,507,480.00	232,988.00	6.64%
Unclassified:	14,739,732.00	15,429,727.00	689,995.00	0.05	10,715,467.00	10,865,318.00	149,851.00	25,455,199.00	839,846.00	3.30%
General Insurance	615,000.00	615,000.00	-	-	-	-	615,000.00	615,000.00	-	0.00%
Insurance 32B	6,477,859.00	TBD	-	-	-	-	TBD	6,477,859.00	-	0.00%
Medicare Tax	560,000.00	560,000.00	-	-	-	-	560,000.00	560,000.00	-	0.00%
Unemployment	125,000.00	125,000.00	-	-	-	-	125,000.00	125,000.00	-	0.00%
Non Contributory	19,000.00	19,000.00	-	-	-	-	19,000.00	19,000.00	-	0.00%
Public Disability	15,000.00	15,000.00	-	-	-	-	15,000.00	15,000.00	-	0.00%
Reserve for Salary	705,000.00	TBD	-	-	-	-	TBD	705,000.00	-	0.00%
Occupational Health	8,000.00	8,000.00	-	-	-	-	8,000.00	8,000.00	-	0.00%
Buyback	53,000.00	53,000.00	-	-	-	-	53,000.00	53,000.00	-	0.00%
Town Meeting	90,000.00	90,000.00	-	-	-	-	90,000.00	90,000.00	-	0.00%
Street Light	130,000.00	130,000.00	-	-	-	-	130,000.00	130,000.00	-	0.00%
Reserve Fund	325,000.00	325,000.00	-	-	-	-	325,000.00	325,000.00	-	0.00%
	9,122,859.00	1,940,000.00	-	-	-	-	1,940,000.00	9,122,859.00	-	0.00%
School	33,397,005.00	34,746,257.00	1,349,252.00	0.04			34,746,257.00	33,397,005.00	1,349,252.00	3.88%
	57,259,596.00	52,511,984.00	2,039,247.00	0.04	#	10,715,467.00	10,865,318.00	67,975,063.00	2,189,098.00	TBD

Town of Wayland, Massachusetts FY2015 Annual Operating Budget Expenditure Estimate	FY2013 Expended	FY2014 Adopted	FY2015 Preliminary Budget	FY2015 FinCom Recommended	\$ Variance FY 15 / FY 14	% Change FY 15 / FY 14
Selectmen	23,902	33,000	30,000		-3,000	-9.09%
Town Office	439,649	487,924	546,164		58,240	11.94%
Personnel Board	5,268	16,750	16,750		0	0.00%
Finance	308,324	353,580	359,200		5,620	1.59%
Assessor	270,905	318,960	320,890		1,930	0.61%
Treasurer	216,156	230,118	227,550		-2,568	-1.12%
Town Counsel / Legal Services	152,463	175,000	190,000		15,000	
Information Technology	310,015	295,726	309,442		13,716	4.64%
Town Clerk	136,444	131,638	133,603		1,965	1.49%
Elections	42,817	19,864	35,198		15,334	77.19%
Registrar	4,669	4,275	4,275		0	0.00%
Facilities	1,072,570	1,093,706	1,120,309		26,603	2.43%
Miscellaneous Committees	76,482	49,775	49,775		0	0.00%
					0	
<b>General Government</b>	<b>3,059,664</b>	<b>3,210,316</b>	<b>3,343,156</b>	<b>0</b>	<b>132,840</b>	<b>4.14%</b>
Police	2,362,512	2,505,602	2,531,075		25,473	1.02%
Joint Communications Center	488,380	515,101	499,750		-15,351	-2.98%
Emergency Management	22,809	23,000	23,000		0	0.00%
Dog Officer	22,544	21,501	21,501		0	0.00%
Fire	2,379,419	2,487,965	2,453,134		-34,831	-1.40%
<b>Public Safety</b>	<b>5,275,664</b>	<b>5,553,169</b>	<b>5,528,460</b>	<b>0</b>	<b>-24,709</b>	<b>-0.44%</b>
Conservation	146,641	161,926	170,344		8,418	5.20%
Planning	104,880	110,490	110,490		0	0.00%
Surveyor	173,774	177,728	187,728		10,000	5.63%
Building & Zoning	255,098	295,555	299,818		4,263	1.44%
<b>Land Planning and Use</b>	<b>680,393</b>	<b>745,699</b>	<b>768,380</b>	<b>0</b>	<b>22,681</b>	<b>3.04%</b>
<b>Schools</b>	<b>32,521,598</b>	<b>33,397,005</b>	<b>34,746,257</b>		<b>1,349,252</b>	<b>0.00%</b>
<b>Regional Vocational Schools</b>	<b>257,220</b>	<b>212,427</b>	<b>0</b>		<b>0</b>	<b>0.00%</b>
Public Works	2,101,294	1,928,192	1,970,523		42,331	2.20%
Snow Removal	611,660	450,000	450,000		0	0.00%
<b>Public Works</b>	<b>2,712,954</b>	<b>2,378,192</b>	<b>2,420,523</b>	<b>0</b>	<b>42,331</b>	<b>1.78%</b>
Board of Health	718,575	772,585	774,459		1,874	0.24%
Veteran's Services	23,587	30,000	30,000		0	0.00%
Council on Aging	207,590	221,440	222,888		1,448	0.65%
Youth Services	156,995	160,110	163,728		3,618	2.26%
Wayland CARES	0	0	0		0	
Library	962,368	1,000,378	983,300		-17,078	-1.71%
Recreation	340,997	314,456	320,364		5,908	1.88%
<b>Human Services</b>	<b>2,410,112</b>	<b>2,498,969</b>	<b>2,494,739</b>	<b>0</b>	<b>-4,230</b>	<b>-0.17%</b>
Debt and Interest	7,637,937	7,348,946	7,999,320		650,374	8.85%
Retirement	3,171,056	3,507,480	3,740,468		232,988	6.64%
OPEB Contribution	0	0	0		0	
<b>Unclassified</b>	<b>6,248,275</b>	<b>9,122,859</b>	<b>1,940,000</b>	<b>0</b>	<b>-7,182,859</b>	<b>-78.73%</b>
Insurance General	518,680	615,000	615,000		0	0.00%
Insurance 32B	4,903,351	6,477,859	TBD		0	0.00%
Medicare	545,170	560,000	560,000		0	0.00%
Unemployment Compensation	32,578	125,000	125,000		0	0.00%
Non-Contributory Retirement	17,870	19,000	19,000		0	0.00%
Police/Fire Disability	5,972	15,000	15,000		0	0.00%
Reserve for Salary Settlements	0	705,000	TBD		0	0.00%
Compensatory Time Payments	0	0	0		0	0.00%
Occupational Health	4,361	8,000	8,000		0	0.00%
sub-total - employee fringe benefits	0	0	0		0	0.00%
Sick Leave Buyback	0	53,000	53,000		0	0.00%
Town Meeting	78,294	90,000	90,000		0	0.00%
Street Lighting	141,999	130,000	130,000		0	0.00%
Reserve Fund		325,000	325,000		0	0.00%
<b>TOTAL - GENERAL FUND</b>	<b>63,974,873</b>	<b>67,975,062</b>	<b>50,473,135</b>	<b>0</b>	<b>TBD</b>	<b>TBD</b>
Water Fund	4,245,589	3,556,100	3,189,258	3,189,258	0	0.00%
Septage Fund	32,807	33,205	33,205	33,205	0	0.00%
Wastewater Management District	599,182	687,880		0	0	0.00%
<b>TOTAL - OMNIBUS BUDGET</b>	<b>68,852,451</b>	<b>72,252,247</b>	<b>53,695,598</b>	<b>3,222,463</b>		

Town of Wayland, Massachusetts  
FY2015 Annual Operating Budget  
Expenditure Estimate

	FY2012 Expended	FY2013 Expended	FY2014 Adopted	FY2015 Preliminary Budget	\$ Variance FY 15 / FY 14	% Change FY 15 / FY 14
General Government	2,971,003	3,059,664	3,210,316	3,343,156	132,840	4.14%
Public Safety	5,255,296	5,275,664	5,553,169	5,528,460	-24,709	-0.44%
Land Planning and Use	725,854	680,393	745,699	768,380	22,681	3.04%
Schools	31,314,947	32,521,598	33,397,005	34,746,257	1,349,252	4.04%
Regional Vocational Schools	309,585	257,220	212,427	0	-212,427	-100.00%
Public Works	2,185,838	2,712,954	2,378,192	2,420,523	42,331	1.78%
Human Services	2,390,947	2,410,112	2,498,969	2,494,739	-4,230	-0.17%
Debt and Interest	7,730,470	7,637,937	7,348,946	7,999,320	650,374	8.85%
Retirement	3,420,633	3,171,056	3,507,480	3,740,468	232,988	6.64%
OPEB Contribution	0	0	0	0	0	0.00%
Unclassified	8,139,957	6,248,275	9,122,859	1,940,000	-7,182,859	-78.73%
FY 15 Health Insurance not included						
TOTAL - GENERAL FUND	64,444,530	63,974,873	67,975,062	62,981,303	-4,993,759	-7.35%
Water Fund	3,419,064	4,245,589	3,556,100	3,189,258	0	0.00%
Septage Fund	30,233	32,807	33,205	0	0	0.00%
Wastewater Management District	0	599,182	687,880	0	0	0.00%
TOTAL - OMNIBUS BUDGET		36,330,853	179,593,910	185,065,467	-4,993,759	-7.35%

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TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1220	(1220) SELECTMEN							
10122002	(10122002) SELECTMEN EXPENSES							
52	(52) PURCHASE OF SERVICES							
10122002	52100 CONTRAC SE	.00	8,000.00	8,000.00	5,000.00	.00	.00	-37.5%
10122002	52112 TRAIN	9,900.61	8,000.00	8,000.00	8,000.00	.00	.00	.0%
10122002	52114 DUES	10,091.55	11,000.00	11,000.00	11,000.00	.00	.00	.0%
54	(54) SUPPLIES							
10122002	54100 SUPPLIES	.00	3,000.00	3,000.00	3,000.00	.00	.00	.0%
10122002	54116 BEAUTIFICA	3,410.19	3,000.00	3,000.00	3,000.00	.00	.00	.0%
TOTAL (1220) SELECTMEN		23,402.35	33,000.00	33,000.00	30,000.00	.00	.00	-100.0%



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TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR: (10) GENERAL FUND      2013 ACTUAL      2014 ORIG BUD      2014 REVISED BUD      2015 REQUEST      2015 REV REQ      2015 BRD APPV      PCT CHANGE

1230	(1230) TOWN OFFICE							
10123001	(10123001) TOWN OFFICE PERSONNEL SE							
51	(51) PERSONNEL SERVICES							
10123001	51001 SALARIES	375,012.87	406,424.00	406,424.00	466,664.00	.00	.00	14.8%
10123002	(10123002) TOWN OFFICE EXPENSES							
52	(52) PURCHASE OF SERVICES							
10123002	52100 CONTRAC SE	3,252.88	5,000.00	5,000.00	5,000.00	.00	.00	.0%
10123002	52112 TRAIN	.00	.00	.00	.00	.00	.00	.0%
10123002	52130 PRINTING	4,132.71	5,000.00	5,000.00	5,000.00	.00	.00	.0%
54	(54) SUPPLIES							
10123002	54100 SUPPLIES	33,107.18	38,500.00	38,500.00	38,500.00	.00	.00	.0%
10123002	54121 POSTAGE	23,290.35	31,000.00	31,000.00	31,000.00	.00	.00	.0%
10123002	54500 SMALL EQUI	.00	2,000.00	2,000.00	.00	.00	.00	-100.0%
	TOTAL (1230) TOWN OFFICE	438,795.99	487,924.00	487,924.00	546,164.00	.00	.00	-100.0%



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NEXT YEAR BUDGET COMPARISON REPORTPg 3  
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PROTECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1240	(1240) PERSONNEL BOARD							
10124001	(10124001) PERSONNEL BOARD P S							
51	(51) PERSONNEL SERVICES							
10124001	51922 ADJ FUND	.00	6,750.00	6,750.00	6,750.00	.00	.00	.0%
10124002	(10124002) PERSONNEL BOARD EXPENSES							
52	(52) PURCHASE OF SERVICES							
10124002	52100 CONTRAC SE	2,869.21	5,000.00	5,000.00	5,000.00	.00	.00	.0%
10124002	52112 TRAIN	2,310.67	5,000.00	5,000.00	5,000.00	.00	.00	.0%
TOTAL (1240) PERSONNEL BOARD		5,179.88	16,750.00	16,750.00	16,750.00	.00	.00	-100.0%



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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR: (10) GENERAL FUND  
TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT  
2013 ACTUAL 2014 ORIG BUD 2014 REVISED BUD 2015 REQUEST 2015 REV REQ 2015 BRD APPV PCT CHG

1350	(1350) FINANCE								
10135001	(10135001) FINANCE PERSONNEL SERVICE								
51	(51) PERSONNEL SERVICES								
10135001	51001 SALARIES	266,800.07	301,880.00	301,880.00	306,000.00	.00	.00	1.4%	
10135001	51140 OVERTIME	1,398.00	.00	.00	1,500.00	.00	.00	.0%	
10135002	(10135002) FINANCE EXPENSES								
52	(52) PURCHASE OF SERVICES								
10135002	52100 CONTRAC SE	38,000.00	40,000.00	40,000.00	40,000.00	.00	.00	.0%	
10135002	52112 TRAIN	144.77	8,000.00	8,000.00	8,000.00	.00	.00	.0%	
10135002	52114 DUES	408.59	700.00	700.00	700.00	.00	.00	.0%	
54	(54) SUPPLIES								
10135002	54100 SUPPLIES	1,572.62	3,000.00	3,000.00	3,000.00	.00	.00	.0%	
	TOTAL (1350) FINANCE	308,324.05	353,580.00	353,580.00	359,200.00	.00	.00	-100.0%	



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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR: TOWN OF WAYLAND  
(10) GENERAL FUND NEXT YEAR BUDGET COMPARISON REPORT

		2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV	PCT CHANGE
1410	(1410) ASSESSOR							
10141001	(10141001) ASSESSOR PERSONNEL SERV							
51	(51) PERSONNEL SERVICES							
10141001	51001 SALARIES	224,238.00	238,510.00	238,510.00	243,090.00	.00	.00	1.9%
10141002	(10141002) ASSESSOR EXPENSES							
52	(52) PURCHASE OF SERVICES							
10141002	52100 CONTRAC SE	15,626.06	30,000.00	30,000.00	34,000.00	.00	.00	13.3%
10141002	52101 PROF SERV	15,597.72	32,450.00	32,450.00	25,800.00	.00	.00	-20.5%
10141002	52112 TRAIN	5,603.48	10,000.00	10,000.00	10,000.00	.00	.00	.0%
10141002	52113 TRAVEL	5,491.28	3,500.00	3,500.00	3,500.00	.00	.00	.0%
10141002	52114 DUES	1,418.32	1,500.00	1,500.00	1,500.00	.00	.00	.0%
54	(54) SUPPLIES							
10141002	54100 SUPPLIES	2,931.11	3,000.00	3,000.00	3,000.00	.00	.00	.0%
	TOTAL (1410) ASSESSOR	270,905.97	318,960.00	318,960.00	320,890.00	.00	.00	-100.0%

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NEXT YEAR BUDGET COMPARISON REPORTPg 6  
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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1450	(1450) TREASURER							
10145001	(10145001) TREASURER PERSONNEL SERV							
51	(51) PERSONNEL SERVICES							
10145001	51001 SALARIES	189,881.59	199,368.00	199,368.00	196,650.72	.00	.00	-1.4%
10145002	(10145002) TREASURER EXPENSES							
52	(52) PURCHASE OF SERVICES							
10145002	52100 CONTRAC SE	18,389.38	18,400.00	18,400.00	18,600.00	.00	.00	1.1%
10145002	52112 TRAIN	1,189.12	2,600.00	2,600.00	2,600.00	.00	.00	.0%
10145002	52114 DUES	125.00	250.00	250.00	200.00	.00	.00	-20.0%
10145002	52129 LOCKBOX S	6,461.09	9,000.00	9,000.00	9,000.00	.00	.00	.0%
54	(54) SUPPLIES							
10145002	54100 SUPPLIES	110.49	500.00	500.00	500.00	.00	.00	.0%
TOTAL (1450) TREASURER		216,156.67	230,118.00	230,118.00	227,550.72	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1510	(1510) LEGAL							
10151002	(10151002) LEGAL EXPENSES							
52	(52) PURCHASE OF SERVICES							
10151002	52108 LEGAL SERV	140,067.31	170,000.00	170,000.00	190,000.00	.00	.00	11.8%
54	(54) SUPPLIES							
10151002	54100 SUPPLIES	5,842.57	5,000.00	5,000.00	.00	.00	.00	-100.0%
TOTAL (1510) LEGAL		145,909.88	175,000.00	175,000.00	190,000.00	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1550	(1550) INFORMATION TECHNOLOGY							
10155001	(10155001) INFORMATION TECHNOLOGY P							
51	(51) PERSONNEL SERVICES							
10155001	51001 SALARIES	82,197.70	83,842.00	83,842.00	83,842.00	.00	.00	.0%
10155002	(10155002) INFORMATION TECHNOLOGY E							
52	(52) PURCHASE OF SERVICES							
10155002	52100 CONTRAC SE	156,841.93	139,883.00	139,883.00	175,600.00	.00	.00	25.5%
10155002	52101 PROF SERV	553.13	3,000.00	3,000.00	.00	.00	.00	-100.0%
10155002	52112 TRAIN	4,812.78	7,000.00	7,000.00	7,000.00	.00	.00	.0%
54	(54) SUPPLIES							
10155002	54100 SUPPLIES	12,602.25	1.00	1.00	.00	.00	.00	-100.0%
10155002	54102 COMP SUP	893.20	12,000.00	12,000.00	5,000.00	.00	.00	-58.3%
10155002	54500 SMALL EQUI	14,372.89	50,000.00	50,000.00	38,000.00	.00	.00	-24.0%
TOTAL (1550) INFORMATION TEC		272,273.88	295,726.00	295,726.00	309,442.00	.00	.00	-100.0%

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PROTECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1610	(1610) TOWN CLERK							
10161001	(10161001) TOWN CLERK PERSONNEL SER							
51	(51) PERSONNEL SERVICES							
10161001	51001 SALARIES	130,151.28	120,023.00	120,023.00	121,988.00	.00	.00	1.6%
10161002	(10161002) TOWN CLERK EXPENSES							
52	(52) PURCHASE OF SERVICES							
10161002	52100 CONTRAC SE	3,677.52	7,415.00	7,415.00	7,415.00	.00	.00	.0%
10161002	52112 TRAIN	1,283.21	2,800.00	2,800.00	2,800.00	.00	.00	.0%
54	(54) SUPPLIES							
10161002	54100 SUPPLIES	1,331.99	1,400.00	1,400.00	1,400.00	.00	.00	.0%
TOTAL (1610) TOWN CLERK		136,444.00	131,638.00	131,638.00	133,603.00	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1620	(1620) ELECTIONS							
10162001	(10162001) ELECTIONS PERSONNEL SERV							
51	(51) PERSONNEL SERVICES							
10162001	51001 SALARIES	32,238.71	13,564.00	13,564.00	24,328.00	.00	.00	79.4%
10162002	(10162002) ELECTIONS EXPENSES							
52	(52) PURCHASE OF SERVICES							
10162002	52100 CONTRAC SE	800.00	900.00	900.00	900.00	.00	.00	.0%
54	(54) SUPPLIES							
10162002	54100 SUPPLIES	9,339.81	5,400.00	5,400.00	9,970.00	.00	.00	84.6%
TOTAL (1620) ELECTIONS		42,378.52	19,864.00	19,864.00	35,198.00	.00	.00	-100.0%

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NEXT YEAR BUDGET COMPARISON REPORT  
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FOR PERIOD 13

ACCOUNTS FOR:		2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV	PCT CHANGE
(10) GENERAL FUND								
1630	(1630) REGISTRAR							
10163001	(10163001) REGISTRAR PERSONNEL SERV							
51	(51) PERSONNEL SERVICES							
10163001	51001 SALARIES	925.00	275.00	275.00	275.00	.00	.00	.0%
10163002	(10163002) REGISTRAR EXPENSES							
52	(52) PURCHASE OF SERVICES							
10163002	52100 CONTRAC SE	3,744.57	4,000.00	4,000.00	4,000.00	.00	.00	.0%
TOTAL (1630) REGISTRAR		4,669.57	4,275.00	4,275.00	4,275.00	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1710	(1710) CONSERVATION							
10171001	(10171001) CONSERVATION P S							
51	(51) PERSONNEL SERVICES							
10171001	51001 SALARIES	126,778.71	138,526.00	138,526.00	136,944.00	.00	.00	-1.1%
10171001	51140 OVERTIME	2,774.01	3,500.00	3,500.00	3,500.00	.00	.00	.0%
10171002	(10171002) CONSERVATION EXPENSES							
52	(52) PURCHASE OF SERVICES							
10171002	52100 CONTRAC SE	8,958.49	12,000.00	12,000.00	22,000.00	.00	.00	83.3%
10171002	52112 TRAIN	225.00	500.00	500.00	500.00	.00	.00	.0%
54	(54) SUPPLIES							
10171002	54100 SUPPLIES	7,578.74	7,400.00	7,400.00	7,400.00	.00	.00	.0%
TOTAL (1710) CONSERVATION		146,314.95	161,926.00	161,926.00	170,344.00	.00	.00	-100.0%



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PROJECTION: 20151 FY15 OPERATING BUDGET FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1750	(1750) PLANNING							
10175001	(10175001) PLANNING PERSONNEL SERV							
51	(51) PERSONNEL SERVICES							
10175001	51001 SALARIES	101,375.04	105,990.00	105,990.00	105,990.00	.00	.00	.0%
10175002	(10175002) PLANNING EXPENSES							
52	(52) PURCHASE OF SERVICES							
10175002	52100 CONTRAC SE	3,375.16	800.00	800.00	800.00	.00	.00	.0%
10175002	52112 TRAIN	.00	1,000.00	1,000.00	1,000.00	.00	.00	.0%
10175002	52113 TRAVEL	130.23	800.00	800.00	800.00	.00	.00	.0%
10175002	52114 DUES	.00	400.00	400.00	400.00	.00	.00	.0%
54	(54) SUPPLIES							
10175002	54100 SUPPLIES	.00	1,500.00	1,500.00	1,500.00	.00	.00	.0%
TOTAL (1750) PLANNING		104,880.43	110,490.00	110,490.00	110,490.00	.00	.00	-100.0%

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TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1770	(1770) SURVEYOR							
10177001	(10177001) SURVEYOR PERSONNEL SERVI							
51	(51) PERSONNEL SERVICES							
10177001	51001 SALARIES	157,625.00	160,778.00	160,778.00	160,778.00	.00	.00	.0%
10177002	(10177002) SURVEYOR EXPENSES							
52	(52) PURCHASE OF SERVICES							
10177002	52100 CONTRAC SE	5,072.80	8,000.00	8,000.00	18,000.00	.00	.00	125.0%
10177002	52112 TRAIN	4,016.63	3,000.00	3,000.00	3,000.00	.00	.00	.0%
10177002	52116 EQUIP REPA	1,272.35	1,800.00	1,800.00	1,800.00	.00	.00	.0%
54	(54) SUPPLIES							
10177002	54100 SUPPLIES	5,788.16	4,150.00	4,150.00	4,150.00	.00	.00	.0%
TOTAL (1770) SURVEYOR		173,774.94	177,728.00	177,728.00	187,728.00	.00	.00	-100.0%



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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1920	(1920) FACILITIES							
10192001	(10192001) FACILITIES P S							
51	(51) PERSONNEL SERVICES							
10192001	51001 SALARIES	246,459.70	260,106.00	260,106.00	261,192.00	.00	.00	.4%
10192001	51140 OVERTIME	4,833.57	12,000.00	12,000.00	12,000.00	.00	.00	.0%
10192002	(10192002) FACILITIES EXP							
52	(52) PURCHASE OF SERVICES							
10192002	52100 CONTRA SE	59,758.06	61,000.00	61,000.00	61,602.00	.00	.00	1.0%
10192002	52112 TRAIN	1,358.28	2,000.00	2,000.00	1,500.00	.00	.00	-25.0%
10192002	52113 TRAVEL	2,503.18	2,600.00	2,600.00	2,000.00	.00	.00	-23.1%
10192002	52115 BUI REPAIR	46,420.06	65,000.00	65,000.00	65,000.00	.00	.00	.0%
10192002	52117 DISPOSAL	2,889.52	5,000.00	5,000.00	5,150.00	.00	.00	.0%
10192002	52121 ELEVA RPR	10,928.16	16,000.00	16,000.00	16,000.00	.00	.00	.0%
10192002	52131 ELEC REPR	9,173.69	11,000.00	11,000.00	12,700.00	.00	.00	15.5%
10192002	52132 HVAC REPR	13,852.75	42,000.00	42,000.00	42,000.00	.00	.00	.0%
10192002	52133	22,108.93	35,000.00	35,000.00	35,000.00	.00	.00	.0%
53	(53) UTILITIES							
10192002	53101 HEAT OIL	26,875.27	22,000.00	22,000.00	8,000.00	.00	.00	-63.6%
10192002	53102 NAT GAS	76,880.35	125,000.00	125,000.00	143,170.00	.00	.00	14.5%
10192002	53103 ELECTRIC	191,484.65	255,000.00	255,000.00	262,650.00	.00	.00	3.0%
10192002	53104 PHONE	84,609.55	86,000.00	86,000.00	88,580.00	.00	.00	3.0%
10192002	53105 WATER	7,148.69	30,000.00	30,000.00	39,000.00	.00	.00	30.0%
10192002	53106 WASTEW	20,089.41	25,500.00	25,500.00	26,265.00	.00	.00	3.0%
54	(54) SUPPLIES							
10192002	54105 SUPP CUSTO	25,676.51	21,000.00	21,000.00	21,000.00	.00	.00	.0%
10192002	54111 VEH GAS	1,961.75	7,500.00	7,500.00	7,500.00	.00	.00	.0%
10192002	54500 SMALL EQUI	8,622.81	10,000.00	10,000.00	10,000.00	.00	.00	.0%
TOTAL (1920) FACILITIES		863,634.89	1,093,706.00	1,093,706.00	1,120,309.00	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1940	(1940) MISC COMMITTEES							
10194002	(10194002) MISC COMMITTEES							
52	(52) PURCHASE OF SERVICES							
10194002	52140 HIS COMM	266.43	1,000.00	1,000.00	1,000.00	.00	.00	.0%
10194002	52141 SWOC	43,676.76	43,500.00	43,500.00	43,500.00	.00	.00	.0%
10194002	52142 HDC	.00	275.00	275.00	275.00	.00	.00	.0%
10194002	52143 PUB CER	1,457.03	2,500.00	2,500.00	2,500.00	.00	.00	.0%
10194002	52144 375th CELE	31,082.00	2,500.00	2,500.00	2,500.00	.00	.00	.0%
TOTAL (1940) MISC COMMITTEES		76,482.22	49,775.00	49,775.00	49,775.00	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
1991	(1991) DUDLEY AREA STUDY - PARTIAL							
10199103	(10199103) DUDLEY AREA STUDY - PART							
54	(54) SUPPLIES							
10199103	54199 MISC EXP	5,840.00	.00	.00	.00	.00	.00	.0%
TOTAL (1991) DUDLEY AREA STU		5,840.00	.00	.00	.00	.00	.00	.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APV	CHANGE
1992	(1992) BOSTON POST RD PRE-PERMITTING							
10199203	(10199203) BOSTON POST RD PRE-PERMITTING							
54	(54) SUPPLIES							
10199203	54199 MISC EXP	143,868.83	.00	.00	.00	.00	.00	.0%
TOTAL (1992) BOSTON POST RD		143,868.83	.00	.00	.00	.00	.00	.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10)	GENERAL FUND	ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
2100	(2100) POLICE							
10210001	(10210001) POLICE PERSONNEL SERVICE							
51	(51) PERSONNEL SERVICES							
10210001	51001 SALARIES	1,812,558.89	1,956,251.00	1,956,251.00	1,971,125.00	.00	.00	.8%
10210001	51140 OVERTIME	229,422.80	225,000.00	225,000.00	225,000.00	.00	.00	.0%
10210001	51920 BUYBACK	.00	1.00	1.00	.00	.00	.00	-100.0%
10210002	(10210002) POLICE EXPENSES							
52	(52) PURCHASE OF SERVICES							
10210002	52100 CONTRAC SE	32,696.18	21,800.00	21,800.00	32,400.00	.00	.00	48.6%
10210002	52111 PHYSICALS	2,000.00	5,250.00	5,250.00	5,250.00	.00	.00	.0%
10210002	52112 TRAIN	16,388.40	25,000.00	25,000.00	25,000.00	.00	.00	.0%
10210002	52116 EQUIP REPA	18,751.40	7,100.00	7,100.00	7,100.00	.00	.00	.0%
10210002	52117 VEH REPAIR	20,788.78	21,100.00	21,100.00	21,100.00	.00	.00	.0%
10210002	52127 TRAFFIC CO	32,739.72	40,000.00	40,000.00	40,000.00	.00	.00	.0%
10210002	52139 SPEC SERV	5,149.25	5,100.00	5,100.00	5,100.00	.00	.00	.0%
54	(54) SUPPLIES							
10210002	54100 SUPPLIES	14,934.81	15,000.00	15,000.00	15,000.00	.00	.00	.0%
10210002	54111 VEH GAS	64,801.63	64,000.00	64,000.00	64,000.00	.00	.00	.0%
10210002	54115 UNIFORMS	27,383.60	29,000.00	29,000.00	29,000.00	.00	.00	.0%
10210002	54500 SMALL EQUI	1,972.31	1,000.00	1,000.00	1,000.00	.00	.00	.0%
10210002	54503 VEHICLES	75,204.33	90,000.00	90,000.00	90,000.00	.00	.00	.0%
TOTAL (2100) POLICE		2,354,792.10	2,505,602.00	2,505,602.00	2,531,075.00	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
2110	(2110) JOINT COMMUNICATIONS CENTER							
10211001	(10211001) JCC PERSONNEL SERVICES							
51	(51) PERSONNEL SERVICES							
10211001	51001 SALARIES	374,303.67	397,000.00	397,000.00	396,650.00	.00	.00	-.1%
10211001	51140 OVERTIME	74,151.58	76,000.00	76,000.00	76,000.00	.00	.00	.0%
10211001	51920 BUYBACK	103.52	1.00	1.00	.00	.00	.00	-100.0%
10211002	(10211002) JCC EXPENSES							
52	(52) PURCHASE OF SERVICES							
10211002	52100 CONTRAC SE	11,622.65	13,000.00	13,000.00	8,000.00	.00	.00	-38.5%
10211002	52112 TRAIN	29.99	1,000.00	1,000.00	1,000.00	.00	.00	.0%
10211002	52116 EQUIP REPA	5,829.55	2,600.00	2,600.00	2,600.00	.00	.00	.0%
53	(53) UTILITIES							
10211002	53104 PHONE	13,870.70	20,000.00	20,000.00	10,000.00	.00	.00	-50.0%
54	(54) SUPPLIES							
10211002	54100 SUPPLIES	3,570.27	2,500.00	2,500.00	2,500.00	.00	.00	.0%
10211002	54115 UNIFORMS	4,783.21	3,000.00	3,000.00	3,000.00	.00	.00	.0%
TOTAL (2110) JOINT COMMUNICA		488,265.14	515,101.00	515,101.00	499,750.00	.00	.00	-100.0%



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# TOWN OF WAYLAND NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20151 FY15 OPERATING BUDGET

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FOR PERIOD 13

FOR PERIOD 13

ACCOUNTS FOR:	2013	2014	2014	2015	2015	2015
(10) GENERAL FUND	ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	PCT
						CHANGE

2120 (2120) EMERGENCY MANAGEMENT

10212002 (10212002) EMERGENCY MANAGEMENT EXP

52 (52) PURCHASE OF SERVICES

10212002	52100	CONTRAC SE	9,130.00	10,000.00	10,000.00	.00	.00
10212002	52112	TRAIN	4,858.00	6,000.00	6,000.00	.00	.0%

[illegible]

54 (54) SUPPLIES

10212002	54100	SUPPLIES	6,730.54	7,000.00	7,000.00	.00	.0%
				7,000.00	7,000.00	.00	.0%

TOTAL (2120)	20,718.54	23,000.00	23,000.00	.00	-100.0%
EMERGENCY MANAG		23,000.00	23,000.00	.00	-100.0%

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TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV CHANGE
2130	(2130) DOG OFFICER						
10213002	(10213002) DOG OFFICER EXPENSES						
52	(52) PURCHASE OF SERVICES						
10213002	52100 CONTRAC SE	19,076.75	21,500.00	21,500.00	21,500.00	.00	.00
54	(54) SUPPLIES						
10213002	54100 SUPPLIES	.00	1.00	1.00	1.00	.00	.00
TOTAL (2130) DOG OFFICER		19,076.75	21,501.00	21,501.00	21,501.00	.00	.00 -100.0%

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TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

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PROJECTION: 20151 FY15 OPERATING BUDGET  
FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
2200 (2200) FIRE								
10220001 (10220001) FIRE PERSONNEL SERVICES								
51 (51) PERSONNEL SERVICES								
10220001 51001	SALARIES	1,752,159.44	1,851,520.00	1,851,520.00	1,888,889.00	.00	.00	2.0%
10220001 51128	ALS SAL	105,918.19	150,000.00	150,000.00	75,000.00	.00	.00	-50.0%
10220001 51140	OVERTIME	328,217.55	270,000.00	270,000.00	270,000.00	.00	.00	.0%
10220001 51920	BUYBACK	7,500.00	.00	.00	.00	.00	.00	.0%
10220002 (10220002) FIRE EXPENSES								
52 (52) PURCHASE OF SERVICES								
10220002 52100	CONTRAC SE	28,888.38	24,600.00	24,600.00	33,000.00	.00	.00	34.1%
10220002 52111	PHYSICALS	2,150.00	5,000.00	5,000.00	4,000.00	.00	.00	-20.0%
10220002 52112	TRAIN	6,391.22	13,145.00	13,145.00	8,000.00	.00	.00	-39.1%
10220002 52118	EQUIP RENT	.00	700.00	700.00	500.00	.00	.00	-28.6%
10220002 52170	ALS EXP	27,547.49	25,000.00	.00	.00	.00	.00	.0%
10220002 52171	PARA TRAIN	12,637.68	36,000.00	36,000.00	10,000.00	.00	.00	-72.2%
54 (54) SUPPLIES								
10220002 54110	VEH PARTS	25,025.11	24,000.00	24,000.00	15,000.00	.00	.00	-37.5%
10220002 54111	VEH GAS	29,581.63	34,000.00	34,000.00	30,000.00	.00	.00	-11.8%
10220002 54115	UNIFORMS	25,748.98	22,000.00	22,000.00	26,000.00	.00	.00	18.2%
10220002 54118	OFFICE SUP	.00	.00	.00	4,000.00	.00	.00	.0%
10220002 54119	MEDICAL	.00	.00	.00	32,000.00	.00	.00	-11.1%
10220002 54120	AMBULANCE	5,693.71	11,000.00	.00	.00	.00	.00	.0%
10220002 54122	VEHICLE RE	.00	.00	.00	26,745.00	.00	.00	.0%
10220002 54123	MISC	.00	.00	.00	2,000.00	.00	.00	.0%
10220002 54500	SMALL EQUI	17,284.05	13,000.00	13,000.00	20,000.00	.00	.00	53.8%
10220002 54501	FIRE AL EQ	982.81	8,000.00	8,000.00	8,000.00	.00	.00	.0%
TOTAL (2200) FIRE		2,375,726.24	2,487,965.00	2,487,965.00	2,453,134.00	.00	.00	-100.0%

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PROTECTION: 20151 FY15 OPERATING BUDGET  
FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
2410	(2410) BUILDING & ZONING							
10241001	(10241001) BUILDING & ZONING P S							
51	(51) PERSONNEL SERVICES							
10241001	51001 SALARIES	237,061.73	276,454.00	276,454.00	279,717.00	.00	.00	1.2%
10241001	51140 OVERTIME	5,136.82	4,600.00	4,600.00	5,600.00	.00	.00	21.7%
10241002	(10241002) BUILDING & ZONING EXPENS							
52	(52) PURCHASE OF SERVICES							
10241002	52100 CONTRAC SE	4,743.82	4,200.00	4,200.00	4,200.00	.00	.00	.0%
10241002	52112 TRAIN	1,683.43	2,825.00	2,825.00	2,825.00	.00	.00	.0%
10241002	52113 TRAVEL	3,344.81	4,700.00	4,700.00	4,700.00	.00	.00	.0%
10241002	52114 DUES	551.25	775.00	775.00	775.00	.00	.00	.0%
10241002	52117 VEH REPAIR	.00	1,500.00	1,500.00	1,500.00	.00	.00	.0%
54	(54) SUPPLIES							
10241002	54100 SUPPLIES	1,253.27	500.00	500.00	500.00	.00	.00	.0%
10241002	54111 VEH GAS	1,184.94	1.00	1.00	1.00	.00	.00	.0%
TOTAL (2410) BUILDING & ZONI		254,960.07	295,555.00	295,555.00	299,818.00	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV CHANGE
3200	(3200) MINUTEMAN REGIONAL SCHOOL						
10320002	(10320002) MINUTEMAN REGIONAL SCH E						
52	(52) PURCHASE OF SERVICES						
10320002	52100 CONTRAC SE	257,220.00	212,427.00	212,427.00	.00	.00	.00 -100.0%
TOTAL (3200) MINUTEMAN REGIO		257,220.00	212,427.00	212,427.00	.00	.00	.00 -100.0%

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PROTECTION: 20151 FY15 OPERATING BUDGET

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
4220	(4220) HIGHWAY							
10422001	(10422001) HIGHWAY PERSONNEL SERVIC							
51	(51) PERSONNEL SERVICES							
10422001	51001 SALARIES	902,053.22	914,496.00	914,496.00	920,591.65	.00	.00	.7%
10422001	51140 OVERTIME	27,123.56	16,000.00	16,000.00	16,000.00	.00	.00	.0%
10422001	51920 BUYBACK	.00	1.00	1.00	.00	.00	.00	-100.0%
10422002	(10422002) HIGHWAY EXPENSES							
52	(52) PURCHASE OF SERVICES							
10422002	52116 EQUIP REPA	76,105.97	77,000.00	77,000.00	77,000.00	.00	.00	.0%
10422002	52119 MAINTEN RD	64,113.06	57,700.00	57,700.00	57,700.00	.00	.00	.0%
10422002	52120 BASIN CLE	22,000.00	22,000.00	22,000.00	22,000.00	.00	.00	.0%
10422002	52128 ROADS	312,200.73	100,000.00	100,000.00	50,000.00	.00	.00	-50.0%
54	(54) SUPPLIES							
10422002	54100 SUPPLIES	6,138.11	5,800.00	5,800.00	5,800.00	.00	.00	.0%
10422002	54111 VEH GAS	25,970.58	45,000.00	45,000.00	45,000.00	.00	.00	.0%
10422002	54115 UNIFORMS	11,403.68	13,000.00	13,000.00	13,000.00	.00	.00	.0%
10422002	54500 SMALL EQUI	11,000.00	11,000.00	11,000.00	11,000.00	.00	.00	.0%
TOTAL (4220) HIGHWAY		1,458,108.91	1,261,997.00	1,261,997.00	1,218,091.65	.00	.00	-100.0%

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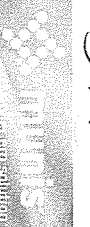
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PROJECTION: 20151 FY15 OPERATING BUDGET

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ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
4230	(4230) SNOW REMOVAL							
10423001	(10423001) SNOW REMOVAL P S							
51	(51) PERSONNEL SERVICES							
10423001	51140 OVERTIME	188,254.04	125,000.00	125,000.00	125,000.00	.00	.00	.0%
10423002	(10423002) SNOW REMOVAL EXPENSES							
52	(52) PURCHASE OF SERVICES							
10423002	52100 CONTRAC SE	107,323.51	75,000.00	75,000.00	75,000.00	.00	.00	.0%
10423002	52117 VEH REPAIR	75,414.50	35,000.00	35,000.00	35,000.00	.00	.00	.0%
54	(54) SUPPLIES							
10423002	54111 VEH GAS	45,999.89	35,000.00	35,000.00	35,000.00	.00	.00	.0%
10423002	54117 SALT/SAND	194,668.44	180,000.00	180,000.00	180,000.00	.00	.00	.0%
	TOTAL (4230) SNOW REMOVAL	611,660.38	450,000.00	450,000.00	450,000.00	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR: (10) GENERAL FUND	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV	PCT CHANGE
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4940 (4940) TRANSFER STATION							
10494002 (10494002) TF STATION EXPENSES							
52 (52) PURCHASE OF SERVICES							
10494002 52101 PROF SERV	18,758.04	25,000.00	25,000.00	40,000.00	.00	.00	60.0%
10494002 52135 LEACHATE	27,050.18	40,000.00	40,000.00	40,000.00	.00	.00	.0%
TOTAL (4940) TRANSFER STATIO	45,808.22	65,000.00	65,000.00	80,000.00	.00	.00	-100.0%



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PROJECTION: 20151 FY15 OPERATING BUDGET  
FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV
		PCT					
		CHANGE					
5110	(5110) BOARD OF HEALTH						
10511001	(10511001) BOARD OF HEALTH P S						
51	(51) PERSONNEL SERVICES						
10511001	51001 SALARIES	266,543.63	281,563.00	281,563.00	287,945.82	.00	2.3%
10511001	51125 SCH NURSE	297,170.68	303,850.00	282,850.00	284,273.00	.00	.5%
10511001	51126 SUB NURSE	.00	.00	21,000.00	21,000.00	.00	.0%
10511001	51140 OVERTIME	5,027.77	3,800.00	3,800.00	4,200.00	.00	10.5%
10511002	(10511002) BOARD OF HEALTH EXPENSES						
52	(52) PURCHASE OF SERVICES						
10511002	52100 CONTRAC SE	10,377.96	12,540.00	12,540.00	12,540.00	.00	.0%
10511002	52101 PROF SERV	2,222.03	2,000.00	2,000.00	2,000.00	.00	.0%
10511002	52104 FOOD INSP	11,355.00	11,350.00	11,350.00	11,350.00	.00	.0%
10511002	52105 SCH MENTAL	59,310.00	59,310.00	59,310.00	59,310.00	.00	.0%
10511002	52109 MOSQUITO	27,180.80	33,477.00	33,477.00	34,145.55	.00	2.0%
10511002	52112 TRAIN	5,530.03	5,700.00	5,700.00	5,700.00	.00	.0%
10511002	52117 VEH REPAIR	1,657.25	1,600.00	1,600.00	1,600.00	.00	.0%
10511002	52124 HAZARDOUS	11,932.03	15,000.00	15,000.00	15,000.00	.00	.0%
10511002	52137 OTHER FRIN	1,400.04	1,400.00	1,400.00	1,400.00	.00	.0%
10511002	52157 WATER MON	2,000.00	2,455.00	2,455.00	2,455.00	.00	.0%
10511002	52178 FLOOR DRAI	.00	10,000.00	10,000.00	3,000.00	.00	-70.0%
10511002	52179 HEALTH NUS	3,780.00	15,000.00	15,000.00	15,000.00	.00	.0%
54	(54) SUPPLIES						
10511002	54100 SUPPLIES	3,272.82	4,000.00	4,000.00	4,000.00	.00	.0%
10511002	54109 NURSE EXP	8,338.29	8,340.00	8,340.00	8,340.00	.00	.0%
10511002	54111 VEH GAS	1,192.00	1,200.00	1,200.00	1,200.00	.00	.0%
TOTAL (5110) BOARD OF HEALTH		718,290.33	772,585.00	772,585.00	774,459.37	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR: (10) GENERAL FUND		2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV	PCT CHANGE
5430	(5430) VETERANS SERVICES							
10543001	(10543001) VETERANS SERVICES P S							
51	(51) PERSONNEL SERVICES							
10543001	51001 SALARIES	566.12	.00	.00	.00	.00	.00	.0%
10543002	(10543002) VETERANS SERVICES EXPENS							
52	(52) PURCHASE OF SERVICES							
10543002	52100 CONTRA SE	20,461.56	19,000.00	19,000.00	19,000.00	.00	.00	.0%
10543002	52185 VET BEN	.00	5,000.00	5,000.00	5,000.00	.00	.00	.0%
54	(54) SUPPLIES							
10543002	54100 SUPPLIES	2,559.45	6,000.00	6,000.00	6,000.00	.00	.00	.0%
TOTAL (5430) VETERANS SERVIC		23,587.13	30,000.00	30,000.00	30,000.00	.00	.00	-100.0%

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ACCOUNTS FOR:  
(10) GENERAL FUND

	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV	PCT CHANGE
5460 (5460) C.O.A.							
10546001 (10546001) C.O.A. PERSONNEL SERVICE							
51 (51) PERSONNEL SERVICES							
10546001 51001 SALARIES	160,505.61	165,740.00	165,740.00	167,188.38	.00	.00	.9%
10546001 51140 OVERTIME	.00	200.00	200.00	200.00	.00	.00	.0%
10546002 (10546002) C.O.A. EXPENSES							
52 (52) PURCHASE OF SERVICES							
10546002 52100 CONTRAC SE	5,652.01	5,500.00	5,500.00	6,500.00	.00	.00	18.2%
10546002 52136 TRANSP	9,829.23	15,200.00	15,200.00	15,200.00	.00	.00	.0%
10546002 52149 TAX WORKOP	23,717.62	25,000.00	25,000.00	25,000.00	.00	.00	.0%
54 (54) SUPPLIES							
10546002 54121 POSTAGE	6,236.57	6,800.00	6,800.00	6,800.00	.00	.00	.0%
10546002 54500 SMALL EQUI	1,649.54	3,000.00	3,000.00	2,000.00	.00	.00	-33.3%
TOTAL (5460) C.O.A.	207,590.58	221,440.00	221,440.00	222,888.38	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR: (10) GENERAL FUND		2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV	PCT CHANGE
5470	(5470) YOUTH SERVICES							
10547001	(10547001) YOUTH SERVICES P S							
51	(51) PERSONNEL SERVICES							
10547001	51001 SALARIES	153,348.85	156,285.00	156,285.00	159,653.00	.00	.00	2.2%
10547002	(10547002) YOUTH SERVICES EXPENSES							
52	(52) PURCHASE OF SERVICES							
10547002	52100 CONTRAC SE	673.83	850.00	850.00	850.00	.00	.00	.0%
10547002	52112 TRAIN	1,931.00	2,000.00	2,000.00	2,000.00	.00	.00	.0%
54	(54) SUPPLIES							
10547002	54100 SUPPLIES	1,041.61	975.00	975.00	1,225.00	.00	.00	25.6%
TOTAL (5470) YOUTH SERVICES		156,995.29	160,110.00	160,110.00	163,728.00	.00	.00	-100.0%

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PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:		2013	2014	2014	2015	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV	CHANGE
6120	(6120) LIBRARY							
10612001	(10612001) LIBRARY PERSONNEL SERVIC							
51	(51) PERSONNEL SERVICES							
10612001	51001 SALARIES	733,703.23	769,742.00	769,742.00	762,000.00	.00	.00	-1.0%
10612001	51140 OVERTIME	2,445.31	2,776.00	2,776.00	3,000.00	.00	.00	8.1%
10612002	(10612002) LIBRARY EXPENSES							
52	(52) PURCHASE OF SERVICES							
10612002	52100 CONTRAC SE	40,371.02	41,600.00	41,600.00	40,000.00	.00	.00	-3.8%
10612002	52112 TRAIN	2,706.27	3,500.00	3,500.00	3,500.00	.00	.00	.0%
10612002	52116 EQUIP REPA	1,780.91	2,200.00	2,200.00	2,200.00	.00	.00	.0%
54	(54) SUPPLIES							
10612002	54100 SUPPLIES	8,410.68	7,500.00	7,500.00	7,500.00	.00	.00	.0%
10612002	54108 BOOKS	162,968.96	160,060.00	160,060.00	160,100.00	.00	.00	.0%
10612002	54500 SMALL EQUI	9,554.08	13,000.00	13,000.00	5,000.00	.00	.00	-61.5%
TOTAL (6120) LIBRARY		961,940.46	1,000,378.00	1,000,378.00	983,300.00	.00	.00	-100.0%

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ACCOUNTS FOR:		2013	2014	2014	2015	2015	PCT
(10) GENERAL FUND		ACTUAL	ORIG BUD	REVISED BUD	REQUEST	REV REQ	BRD APPV CHANGE
6510	(6510) PARKS						
10651001	(10651001) PARKS PERSONAL SERVICES						
51	(51) PERSONNEL SERVICES						
10651001	51001 SALARIES	349,671.03	378,195.00	378,195.00	449,432.74	.00	.00 18.8%
10651001	51140 OVERTIME	28,550.26	25,000.00	25,000.00	25,000.00	.00	.00 .0%
10651002	(10651002) PARKS EXPENSES						
52	(52) PURCHASE OF SERVICES						
10651002	52100 CONTRAC SE	64,347.00	50,000.00	50,000.00	50,000.00	.00	.00 .0%
10651002	52114 DUES	75.00	500.00	500.00	500.00	.00	.00 .0%
10651002	52116 EQUIP REPA	46,204.38	40,000.00	40,000.00	40,000.00	.00	.00 .0%
10651002	52181 TREE REPLA	1,384.73	10,000.00	10,000.00	10,000.00	.00	.00 .0%
54	(54) SUPPLIES						
10651002	54100 SUPPLIES	10,924.77	4,500.00	4,500.00	4,500.00	.00	.00 .0%
10651002	54106 LAND SUP	30,493.36	40,000.00	40,000.00	40,000.00	.00	.00 .0%
10651002	54107 SUP-PK/REC	5,246.88	40,000.00	40,000.00	40,000.00	.00	.00 .0%
10651002	54111 VEH GAS	40,328.82	42,000.00	42,000.00	42,000.00	.00	.00 .0%
10651002	54115 UNIFORMS	4,673.72	8,000.00	8,000.00	8,000.00	.00	.00 .0%
10651002	54500 SMALL EQUI	575.81	3,000.00	3,000.00	3,000.00	.00	.00 .0%
TOTAL (6510) PARKS		582,475.76	601,195.00	601,195.00	672,432.74	.00	.00 -100.0%

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12/16/2013 12:00  
bkeveny

TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR: (10) GENERAL FUND

	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV	PCT CHANGE
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6520 (6520) RECREATION

10652001 (10652001) RECREATION P.S.

51 (51) PERSONNEL SERVICES

10652001 51001 SALARIES	248,997.23	222,254.00	222,254.00	228,719.00	.00	.00	2.9%
10652001 51918 FRINGE-IND	67,000.00	92,202.00	92,202.00	91,645.00	.00	.00	-.6%

10652002 (10652002) RECREATION EXPENSES

54 (54) SUPPLIES

10652002 54107 SUP-PK/REC	25,000.00	.00	.00	.00	.00	.00	.0%
TOTAL (6520) RECREATION	340,997.23	314,456.00	314,456.00	320,364.00	.00	.00	-100.0%

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12/16/2013 12:00  
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TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

PG 36  
bgnayrpts

PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR: (10) GENERAL FUND	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV CHANGE	PCT CHANGE
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7110 (7110) DEBT

10711002 (10711002) DEBT EXPENSES

59 (59) DEBT SERVICE

10711002 59100	L DEBT P	5,293,662.50	5,078,500.00	5,078,500.00	5,375,084.46	.00	5.8%
10711002 59150	L DEBT I	2,257,178.30	2,270,446.00	2,270,446.00	2,509,236.44	.00	10.5%
10711002 59160	INT TEMP L	87,096.93	1.00	1.00	115,000.00	.00	.0%
TOTAL (7110) DEBT		7,637,937.73	7,348,947.00	7,348,947.00	7,999,320.90	.00	-100.0%



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TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR: (10) GENERAL FUND	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV	PCT CHANGE
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8200 (8200) STATE ASSESSMENTS & CHARGES

10820000 (10820000) STATE ASSESSMENTS EXP

56 (56) INTERGOVERNMENTAL

10820000	56101	STATE ASSE	5,274.00	5,377.00	5,377.00	.00	.00	-100.0%
10820000	56102	STATE ASSE	4,094.00	4,196.00	4,196.00	.00	.00	-100.0%
10820000	56103	STATE ASSE	5,220.00	5,220.00	5,220.00	.00	.00	-100.0%
10820000	56104	STATE ASSE	67,422.00	66,507.00	66,507.00	.00	.00	-100.0%
10820000	56105	STATE ASSE	11,220.00	10,938.00	10,938.00	.00	.00	-100.0%
10820000	56106	STATE ASSE	16,662.00	16,800.00	16,800.00	.00	.00	-100.0%
10820000	56107	STATE ASSE	58,371.00	31,084.00	31,084.00	.00	.00	-100.0%
10820000	56108	STATE ASSE	17,104.00	18,690.00	18,690.00	.00	.00	-100.0%
TOTAL (8200) STATE ASSESSMEN			185,367.00	158,812.00	158,812.00	.00	.00	-100.0%

12/16/2013 12:00  
bkeveny

TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

PG 38  
bgnyrpts

PROJECTION: 20151 FY15 OPERATING BUDGET

FOR PERIOD 13

ACCOUNTS FOR:  
(10) GENERAL FUND

	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV CHANGE	PCT
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9110 (9110) RETIREMENT ASSESSMENT

10911002 (10911002) RETIREMENT ASSESSMENT P

51 (51) PERSONNEL SERVICES

10911002 51965	RETIREMENT	3,171,056.00	3,507,480.00	3,507,480.00	3,740,468.00		.00	6.6%
TOTAL (9110) RETIREMENT ASSE		3,171,056.00	3,507,480.00	3,507,480.00	3,740,468.00		.00	-100.0%

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PROTECTION: 20151 FY15 OPERATING BUDGET  
FOR PERIOD 13

ACCOUNTS FOR:  
(10) GENERAL FUND  
2013 ACTUAL  
2014 ORIG BUD  
2014 REVISED BUD  
2015 REQUEST  
2015 REV REQ  
2015 BRD APPV  
PCT CHANGE

9450	(9450) UNCLASSIFIED								
10945002	(10945002) UNCLASSIFIED EXPENSES								
51	(51) PERSONNEL SERVICES								
10945002	51901 INS GEN	517,582.75	615,000.00	615,000.00	615,000.00	.00	.00	.00	.0%
10945002	51903 INS 32B	4,878,351.22	6,477,859.00	6,477,859.00	6,477,859.00	.00	.00	.00	-100.0%
10945002	51907 MEDICARE	545,170.75	560,000.00	560,000.00	560,000.00	.00	.00	.00	.0%
10945002	51908 UNEMPLOYM	32,578.11	125,000.00	125,000.00	125,000.00	.00	.00	.00	.0%
10945002	51909 NONCON RE	17,870.52	19,000.00	19,000.00	19,000.00	.00	.00	.00	.0%
10945002	51910 PUB DISABI	5,906.58	15,000.00	15,000.00	15,000.00	.00	.00	.00	.0%
10945002	51912 RES SALA	.00	705,000.00	705,000.00	705,000.00	.00	.00	.00	-100.0%
10945002	51916 OCC HLTH	.00	8,000.00	8,000.00	8,000.00	.00	.00	.00	.0%
10945002	51920 BUYBACK	4,086.00	53,000.00	53,000.00	53,000.00	.00	.00	.00	.0%
52	(52) PURCHASE OF SERVICES								
10945002	52138 TOWN MEET	78,294.11	90,000.00	90,000.00	90,000.00	.00	.00	.00	.0%
53	(53) UTILITIES								
10945002	53109 ST LIGHT	116,327.92	130,000.00	130,000.00	130,000.00	.00	.00	.00	.0%
54	(54) SUPPLIES								
10945002	54598 RES FUND	.00	325,000.00	325,000.00	325,000.00	.00	.00	.00	.0%
	TOTAL (9450) UNCLASSIFIED	6,196,167.96	9,122,859.00	9,122,859.00	9,122,859.00	1,940,000.00	.00	.00	-100.0%

12/16/2013 12:00  
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TOWN OF WAYLAND  
NEXT YEAR BUDGET COMPARISON REPORT

PROJECTION: 20151 FY15 OPERATING BUDGET

PG 40  
bgyrpts  
FOR PERIOD 13

ACCOUNTS FOR: (10) GENERAL FUND	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2015 REQUEST	2015 REV REQ	2015 BRD APPV	PCT CHANGE
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9910 (9910) TRANSFER TO OTHER FUNDS

10991000 (10991000) TRANSFER TO OTHER FUNDS

60 (60) TRANSFERS

10991000 59740	TRAN CAP T	695,000.00	390,000.00	390,000.00	.00	.00	-100.0%
10991000 59741	TRAN CAP S	230,000.00	260,000.00	260,000.00	.00	.00	-100.0%
TOTAL (9910) TRANSFER TO OTH		925,000.00	650,000.00	650,000.00	.00	.00	-100.0%
TOTAL (10) GENERAL FUND		32,372,978.84	35,386,870.00	35,386,870.00	28,235,049.76	.00	-100.0%
GRAND TOTAL		32,372,978.84	35,386,870.00	35,386,870.00	28,235,049.76	.00	-100.0%

\*\* END OF REPORT - Generated by Brian Keveny \*\*

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Town of Wayland  
Fiscal 2015 Schedule of Appropriation  
By Department - Org - Category - Object

Report 104

DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					PERCENTAGE CHANGE					EXPENDITURES			REQUEST			ACT. LEVELS		
	FY10	FY11	FY12	FY13	FY14	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru	Remaining Budget	Percent Expended	FY2015	\$\$\$ Inc/(Dec)	% Inc/(Dec)	FY2015	FY2015	FY2015		
	Actual	Actual	Actual	Actual	Budget							Level 1			Level 1	Level 2	Level 3		
GENERAL FUND																			
CONTRACTUAL SERVICES	52100	29,300	7,307	2,550	-	(100.0%)	-	-	190	7,810	2.4%	5,000	(3,000)	(37.5%)	5,000	-	-		
TRAINING & EDUCATION	52112	5,849	7,764	9,002	8,000	19.2%	(19.2%)	(10.1%)	400	7,600	5.0%	8,000	-	-	8,000	-	-		
DUES	52114	10,305	9,873	8,763	11,000	(0.7%)	9.0%	4.4%	9,899	1,101	90.0%	11,000	-	-	11,000	-	-		
PURCHASE OF SERVICES		45,454	24,943	20,315	19,992	(24.0%)	35.1%	9.6%	10,489	16,511	38.8%	24,000	(3,000)	(11.1%)	24,000	-	-		
SUPPLIES	54100	141	238	-	-	(100.0%)	-	-	1,101	1,900	36.7%	3,000	-	-	3,000	-	-		
BEAUTIFICATION EXP	54116	(875)	7,954	2,036	3,410	-	(12.0%)	(6.2%)	721	2,279	24.0%	3,000	-	-	3,000	-	-		
SUPPLIES		(734)	8,192	2,036	3,410	-	75.9%	32.6%	1,821	4,179	30.4%	6,000	-	-	6,000	-	-		
SELECTMEN EXPENSES	10122002	44,720	33,135	22,351	23,402	(19.4%)	41.0%	13.2%	12,310	20,690	37.3%	30,000	(3,000)	(9.1%)	30,000	-	-		
TOTAL SELECTMEN	1220	44,720	33,135	22,351	23,402	(19.4%)	41.0%	13.2%	12,310	20,690	37.3%	30,000	(3,000)	(9.1%)	30,000	-	-		
SALARIES	51001	356,414	372,553	372,451	375,013	1.7%	8.4%	11.6%	185,526	220,898	45.6%	466,664	60,240	14.8%	466,664	-	-		
PERSONNEL SERVICES		356,414	372,553	372,451	375,013	1.7%	8.4%	11.6%	185,526	220,898	45.6%	466,664	60,240	14.8%	466,664	-	-		
TOWN OFFICE PERSONNEL SERVICES	10123001	356,414	372,553	372,451	375,013	1.7%	8.4%	11.6%	185,526	220,898	45.6%	466,664	60,240	14.8%	466,664	-	-		
CONTRACTUAL SERVICES	52100	9,615	3,897	3,490	3,253	(30.3%)	53.7%	24.0%	1,096	3,904	21.9%	5,000	-	-	5,000	-	-		
TRAINING & EDUCATION	52112	173	-	-	-	(100.0%)	-	-	98	(98)	-	-	-	-	-	-	-		
EQUIPMENT REPAIRS & MAINTENANC	52116	-	98	21	-	-	-	-	-	-	-	-	-	-	-	-	-		
PRINTING	52130	4,168	4,658	4,195	4,133	(0.3%)	21.0%	10.0%	897	4,103	17.9%	5,000	-	-	5,000	-	-		
PURCHASE OF SERVICES		13,957	8,652	7,707	7,386	(19.1%)	35.4%	16.4%	2,092	7,908	20.9%	10,000	-	-	10,000	-	-		
SUPPLIES	54100	30,659	28,598	29,503	33,107	2.6%	16.3%	7.8%	14,903	23,997	38.7%	38,500	-	-	38,500	-	-		
POSTAGE	54121	24,892	32,661	26,280	23,290	(2.2%)	33.1%	15.4%	12,782	18,218	41.2%	31,000	-	-	31,000	-	-		
SMALL EQUIPMENT	54500	4,727	-	-	-	(100.0%)	-	-	-	2,000	-	-	(2,000)	(100.0%)	-	-	-		
SUPPLIES		60,278	61,258	55,783	56,398	(2.2%)	26.8%	11.0%	27,685	43,815	38.7%	69,500	(2,000)	(2.8%)	69,500	-	-		
TOWN OFFICE EXPENSES	10123002	74,235	69,910	63,490	63,783	(4.9%)	27.8%	11.6%	29,776	51,724	36.5%	79,500	(2,000)	(2.5%)	79,500	-	-		
TOTAL TOWN OFFICE	1230	430,648	442,463	435,941	438,796	0.6%	11.2%	11.6%	215,302	272,622	44.1%	546,164	58,240	11.9%	546,164	-	-		

Excluding Articles  
Excluding Schools

FY14 Does Not Include Carryforward  
FY14 Actual Includes Encumbrances

DK44-1

Town of Wayland																	Report 104
Fiscal 2015 Schedule of Appropriation																	
By Department - Org - Category - Object																	
DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc/(Dec)	% Inc/(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3
ADJUSTMENT FUND	51922	-	-	-	-	6,750	-	-	-	6,750	-	6,750	-	-	6,750	-	-
PERSONNEL SERVICES	-	-	-	-	-	6,750	-	-	-	6,750	-	6,750	-	-	6,750	-	-
PERSONNEL BOARD P S	10124001	-	-	-	-	6,750	-	-	-	6,750	-	6,750	-	-	6,750	-	-
CONTRACTUAL SERVICES	52100	-	4,489	3,871	2,869	5,000	-	74.3%	32.0%	-	-	5,000	-	-	5,000	-	-
TRAINING & EDUCATION	52112	5,085	5,502	2,658	2,311	5,000	(23.1%)	116.4%	47.1%	841	4,159	16.8%	5,000	-	-	5,000	-
PURCHASE OF SERVICES	5,085	9,990	6,529	5,180	10,000	0.6%	93.1%	38.9%	841	9,159	8.4%	10,000	-	-	10,000	-	-
PERSONNEL BOARD EXPENSES	10124002	5,085	9,990	6,529	5,180	10,000	0.6%	93.1%	38.9%	841	9,159	8.4%	10,000	-	-	10,000	-
TOTAL: PERSONNEL BOARD	1240	5,085	9,990	6,529	5,180	16,750	0.6%	223.4%	79.8%	841	15,909	5.0%	16,750	-	-	16,750	-
SALARIES	51001	281,320	281,287	292,399	266,800	301,880	(1.8%)	13.1%	7.1%	129,275	172,605	42.8%	306,000	4,120	1.4%	306,000	-
OVERTIME	51140	-	-	1,671	1,398	-	-	-	3.6%	3,388	(3,388)	-	1,500	1,500	-	1,500	-
PERSONNEL SERVICES	281,320	281,287	294,071	268,198	301,880	(1.6%)	12.6%	7.1%	132,663	169,217	43.9%	307,500	5,620	1.9%	307,500	-	-
FINANCE PERSONNEL SERVICES	10135001	281,320	281,287	294,071	268,198	301,880	(1.6%)	12.6%	7.1%	132,663	169,217	43.9%	307,500	5,620	1.9%	307,500	-
CONTRACTUAL SERVICES	52100	23,445	63,198	33,325	38,000	40,000	17.5%	5.3%	2.6%	25,598	14,402	64.0%	40,000	-	-	40,000	-
TRAINING & EDUCATION	52112	6,730	7,027	8,787	145	8,000	(72.2%)	5,426.0%	643.4%	70	7,930	0.9%	8,000	-	-	8,000	-
DUES	52114	380	629	594	409	700	2.4%	71.3%	30.9%	519	181	74.1%	700	-	-	700	-
PURCHASE OF SERVICES	30,555	70,854	42,706	38,553	48,700	8.1%	26.3%	12.4%	26,187	22,513	53.8%	48,700	-	-	48,700	-	-
SUPPLIES	54100	4,090	1,655	2,050	1,573	3,000	(27.3%)	90.8%	38.1%	991	2,009	33.0%	3,000	-	-	3,000	-
SUPPLIES	4,090	1,655	2,050	1,573	3,000	(27.3%)	90.8%	38.1%	991	2,009	33.0%	3,000	-	-	3,000	-	-
FINANCE EXPENSES	10135002	34,645	72,509	44,756	40,126	51,700	5.0%	28.8%	13.5%	27,178	24,522	52.6%	51,700	-	-	51,700	-
TOTAL: FINANCE	1350	315,965	353,796	338,827	308,324	353,580	(0.8%)	14.7%	7.9%	159,841	193,739	45.2%	359,200	5,620	1.6%	359,200	-
SALARIES	51001	156,540	218,626	200,425	224,238	238,510	12.7%	6.4%	4.1%	107,497	131,013	45.1%	243,090	4,580	1.9%	243,090	-
OVERTIME	51140	3,557	190	154	-	-	(100.0%)	-	-	-	-	-	-	-	-	-	-
PERSONNEL SERVICES	160,097	218,816	200,580	224,238	238,510	11.9%	6.4%	4.1%	107,497	131,013	45.1%	243,090	4,580	1.9%	243,090	-	-

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Town of Wayland  
Fiscal 2015 Schedule of Appropriation  
By Department - Org - Category - Object

Report 104

DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc/(Dec)	% Inc/(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
<b>ASSESSOR PERSONNEL SERVICES</b>	<b>10141001</b>	<b>160,097</b>	<b>218,816</b>	<b>200,580</b>	<b>224,238</b>	<b>238,510</b>											
CONTRACTUAL SERVICES	52100	19,200	27,596	66,037	15,626	30,000	(6.6%)	92.0%	47.5%	5,000	25,000	16.7%	34,000	4,000	13.3%	34,000	-
PROFESSIONAL SERVICES	52101	27,815	13,856	20,345	15,598	32,450	(17.5%)	108.0%	28.6%	7,523	24,927	23.2%	25,800	(6,650)	(20.5%)	25,800	-
TRAINING & EDUCATION	52112	5,085	6,896	7,801	5,603	10,000	3.3%	78.5%	33.6%	5,102	4,898	51.0%	10,000	-	-%	10,000	-
TRAVEL	52113	2,085	4,046	3,072	5,491	3,500	38.1%	(36.3%)	(20.2%)	2,496	1,004	71.3%	3,500	-	-%	3,500	-
DUES	52114	878	735	1,153	1,418	1,500	17.4%	5.8%	2.8%	864	637	57.6%	1,500	-	-%	1,500	-
PURCHASE OF SERVICES		55,063	53,130	98,407	43,737	77,450	(7.4%)	77.1%	30.8%	20,984	56,466	27.1%	74,800	(2,650)	(3.4%)	74,800	-
SUPPLIES	54100	2,104	1,508	2,625	2,931	3,000	11.7%	2.4%	1.2%	560	2,440	18.7%	3,000	-	-%	3,000	-
SUPPLIES		2,104	1,508	2,625	2,931	3,000	11.7%	2.4%	1.2%	560	2,440	18.7%	3,000	-	-%	3,000	-
<b>ASSESSOR EXPENSES</b>	<b>10141002</b>	<b>57,167</b>	<b>54,638</b>	<b>101,032</b>	<b>46,668</b>	<b>80,450</b>	<b>(6.5%)</b>	<b>72.4%</b>	<b>29.1%</b>	<b>21,544</b>	<b>58,906</b>	<b>26.8%</b>	<b>77,800</b>	<b>(2,650)</b>	<b>(3.3%)</b>	<b>77,800</b>	<b>-</b>
<b>TOTAL: ASSESSOR</b>	<b>1410</b>	<b>217,264</b>	<b>273,453</b>	<b>301,612</b>	<b>270,906</b>	<b>318,960</b>	<b>7.6%</b>	<b>17.7%</b>	<b>8.8%</b>	<b>129,041</b>	<b>189,919</b>	<b>40.5%</b>	<b>330,890</b>	<b>1,930</b>	<b>0.6%</b>	<b>320,890</b>	<b>-</b>
SALARIES	51001	181,997	190,933	190,792	189,882	199,368	1.4%	5.0%	1.8%	89,536	109,832	44.9%	196,651	(2,717)	(1.4%)	196,651	-
OVERTIME	51140	631	-	-	-	-	(100.0%)	-%	-%	-	-	-%	-	-	-%	-	-
PERSONNEL SERVICES		182,628	190,933	190,792	189,882	199,368	1.3%	5.0%	1.8%	89,536	109,832	44.9%	196,651	(2,717)	(1.4%)	196,651	-
<b>TREASURER PERSONNEL SERVICES</b>	<b>10145001</b>	<b>182,628</b>	<b>190,933</b>	<b>190,792</b>	<b>189,882</b>	<b>199,368</b>	<b>1.3%</b>	<b>5.0%</b>	<b>1.8%</b>	<b>89,536</b>	<b>109,832</b>	<b>44.9%</b>	<b>196,651</b>	<b>(2,717)</b>	<b>(1.4%)</b>	<b>196,651</b>	<b>-</b>
CONTRACTUAL SERVICES	52100	16,098	17,949	17,655	18,389	18,400	4.5%	0.1%	0.6%	4,527	13,873	24.6%	18,600	200	1.1%	18,600	-
TRAINING & EDUCATION	52112	1,326	1,990	2,002	1,189	2,600	(3.6%)	118.6%	47.9%	582	2,018	22.4%	2,600	-	-%	2,600	-
DUES	52114	115	115	180	125	250	2.8%	100.0%	26.5%	90	160	36.0%	200	(50)	(20.0%)	200	-
BANKING/LOCKBOX SERVICES	52129	5,352	5,583	5,698	6,461	9,000	6.5%	39.3%	18.0%	6,772	2,228	75.2%	9,000	-	-%	9,000	-
PURCHASE OF SERVICES		22,891	25,637	25,535	26,165	30,250	4.6%	15.6%	7.8%	11,971	18,279	39.6%	30,400	150	0.5%	30,400	-
SUPPLIES	54100	743	622	222	110	500	(47.0%)	352.5%	112.7%	-	500	-%	500	-	-%	500	-
SUPPLIES		743	622	222	110	500	(47.0%)	352.5%	112.7%	-	500	-%	500	-	-%	500	-
<b>TREASURER EXPENSES</b>	<b>10145002</b>	<b>23,635</b>	<b>26,259</b>	<b>25,757</b>	<b>26,275</b>	<b>30,750</b>	<b>3.6%</b>	<b>17.0%</b>	<b>8.4%</b>	<b>11,971</b>	<b>18,779</b>	<b>38.9%</b>	<b>30,900</b>	<b>150</b>	<b>0.5%</b>	<b>30,900</b>	<b>-</b>
<b>TOTAL: TREASURER</b>	<b>1450</b>	<b>206,262</b>	<b>217,192</b>	<b>216,548</b>	<b>216,157</b>	<b>230,118</b>	<b>1.6%</b>	<b>6.5%</b>	<b>2.6%</b>	<b>101,507</b>	<b>128,611</b>	<b>44.1%</b>	<b>227,551</b>	<b>(2,567)</b>	<b>(1.1%)</b>	<b>227,551</b>	<b>-</b>

Excluding Articles  
Excluding Schools

FY14 Does Not Include Carryforward  
FY14 Actual Includes Encumbrances

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Town of Wayland  
Fiscal 2015 Schedule of Appropriation  
By Department - Org - Category - Object  
Report 104

DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY				PERCENTAGE CHANGE				EXPENDITURES			REQUEST		ALL LEVELS					
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A - FY13A - FY14B - FY2015B	FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3				
LEGAL SERVICES	52108	202,251	410,418	120,936	140,067	170,000	(11.5%)	21.4%	16.5%	78,779	91,221	46.3%	190,000	20,000	11.8%	190,000	-	-	-
PURCHASE OF SERVICES		202,251	410,418	120,936	140,067	170,000	(11.5%)	21.4%	16.5%	78,779	91,221	46.3%	190,000	20,000	11.8%	190,000	-	-	-
SUPPLIES	54100	2,792	5,329	980	5,843	5,000	27.9%	(14.4%)	-%	79	4,921	1.6%	-	(5,000)	(100.0%)	-	-	-	-
		2,792	5,329	980	5,843	5,000	27.9%	(14.4%)	-%	79	4,921	1.6%	-	(5,000)	(100.0%)	-	-	-	-
LEGAL EXPENSES	10151002	205,043	415,747	121,916	145,910	175,000	(10.7%)	19.9%	14.1%	78,859	96,141	45.1%	190,000	15,000	8.6%	190,000	-	-	-
TOTAL: LEGAL	1510	205,043	415,747	121,916	145,910	175,000	(10.7%)	19.9%	14.1%	78,859	96,141	45.1%	190,000	15,000	8.6%	190,000	-	-	-
SALARIES	51001	79,399	82,443	83,084	82,198	83,842	1.2%	2.0%	1.0%	38,019	45,823	45.3%	83,842	-	-%	83,842	-	-	-
PERSONNEL SERVICES		79,399	82,443	83,084	82,198	83,842	1.2%	2.0%	1.0%	38,019	45,823	45.3%	83,842	-	-%	83,842	-	-	-
INFORMATION TECHNOLOGY P S	10155001	79,399	82,443	83,084	82,198	83,842	1.2%	2.0%	1.0%	38,019	45,823	45.3%	83,842	-	-%	83,842	-	-	-
CONTRACTUAL SERVICES	52100	98,511	102,469	92,869	156,842	139,883	16.8%	(10.8%)	5.8%	132,200	7,683	94.5%	175,600	35,717	25.5%	175,600	-	-	-
PROFESSIONAL SERVICES	52101	2,541	1,200	652	553	3,000	(39.8%)	442.4%	-%	-	3,000	-%	-	(3,000)	(100.0%)	-	-	-	-
TRAINING & EDUCATION	52112	5,959	5,643	7,237	4,813	7,000	(6.9%)	45.4%	20.6%	2,650	4,350	37.9%	7,000	-	-%	7,000	-	-	-
PURCHASE OF SERVICES		107,011	109,312	100,758	162,208	149,883	14.9%	(7.6%)	6.1%	134,850	15,033	90.0%	182,600	32,717	21.8%	182,600	-	-	-
SUPPLIES	54100	23,765	10,266	11,194	12,602	1	(19.1%)	(100.0%)	-%	-	1	-%	-	-	(1)	(100.0%)	-	-	-
COMPUTER SUPPLIES	54102	11,668	7,859	9,308	893	12,000	(57.5%)	1,243.5%	136.6%	-	12,000	-%	5,000	(7,000)	(58.3%)	5,000	-	-	-
SMALL EQUIPMENT	54500	-	-	21,933	14,373	50,000	-%	247.9%	62.6%	404	49,596	0.8%	38,000	(12,000)	(24.0%)	38,000	-	-	-
SUPPLIES		35,433	18,126	42,435	27,868	62,001	(7.7%)	122.5%	24.2%	404	61,597	0.7%	43,000	(19,001)	(30.6%)	43,000	-	-	-
INFORMATION TECHNOLOGY EXP	10155002	142,444	127,438	143,193	190,076	211,884	10.1%	11.5%	8.9%	135,254	76,630	63.8%	225,600	13,716	6.5%	225,600	-	-	-
TOTAL: INFORMATION TECHNOLOGY	1550	221,843	209,881	226,276	272,274	295,726	7.1%	8.6%	6.6%	173,272	122,454	58.6%	309,442	13,716	4.6%	309,442	-	-	-
SALARIES	51001	114,977	119,360	120,302	130,151	120,023	4.2%	(7.8%)	(3.2%)	54,683	65,340	45.6%	121,988	1,965	1.6%	121,988	-	-	-
PERSONNEL SERVICES		114,977	119,360	120,302	130,151	120,023	4.2%	(7.8%)	(3.2%)	54,683	65,340	45.6%	121,988	1,965	1.6%	121,988	-	-	-
TOWN CLERK PERSONNEL SERVICES	10161001	114,977	119,360	120,302	130,151	120,023	4.2%	(7.8%)	(3.2%)	54,683	65,340	45.6%	121,988	1,965	1.6%	121,988	-	-	-
CONTRACTUAL SERVICES	52100	5,142	3,814	4,950	3,678	7,415	(10.6%)	101.6%	42.0%	1,675	5,740	22.6%	7,415	-	-%	7,415	-	-	-



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**Town of Wayland**  
**Fiscal 2015 Schedule of Appropriation**  
**By Department - Org - Category - Object**  
 Report 104

DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14 thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3
TRAINING & EDUCATION	52112	2,576	1,356	1,891	1,283	2,800	(20.7%)	118.2%	47.7%	385	2,415	13.8%	2,800	-	-	-	-
PURCHASE OF SERVICES		7,718	5,170	6,841	4,961	10,215	(13.7%)	105.9%	43.5%	2,060	8,155	20.2%	10,215	-	-	-	-
SUPPLIES	54100	411	1,046	1,505	1,332	1,400	48.0%	5.1%	2.5%	561	839	40.1%	1,400	-	-	-	-
		411	1,046	1,505	1,332	1,400	48.0%	5.1%	2.5%	561	839	40.1%	1,400	-	-	-	-
TOWN CLERK EXPENSES	10161002	8,129	6,215	8,346	6,293	11,615	(8.2%)	84.6%	35.9%	2,621	8,994	22.6%	11,615	-	-	-	-
TOTAL: TOWN CLERK	1610	123,106	125,575	128,647	136,444	131,638	3.5%	(3.5%)	(1.0%)	57,305	74,333	43.5%	133,603	1,965	1.5%	133,603	-
SALARIES	51001	32,182	18,840	14,864	32,239	13,564	0.1%	(57.9%)	(13.1%)	9,917	3,647	73.1%	24,328	10,764	79.4%	24,328	-
PERSONNEL SERVICES		32,182	18,840	14,864	32,239	13,564	0.1%	(57.9%)	(13.1%)	9,917	3,647	73.1%	24,328	10,764	79.4%	24,328	-
ELECTIONS PERSONNEL SERVICES	10162001	32,182	18,840	14,864	32,239	13,564	0.1%	(57.9%)	(13.1%)	9,917	3,647	73.1%	24,328	10,764	79.4%	24,328	-
CONTRACTUAL SERVICES	52100	1,097	800	73	800	900	(10.0%)	12.5%	6.1%	800	100	88.9%	900	-	-	-	-
PURCHASE OF SERVICES		1,097	800	73	800	900	(10.0%)	12.5%	6.1%	800	100	88.9%	900	-	-	-	-
SUPPLIES	54100	11,277	13,120	13,028	9,340	5,400	(6.1%)	(42.2%)	3.3%	1,004	4,396	18.6%	9,970	4,570	84.6%	9,970	-
		11,277	13,120	13,028	9,340	5,400	(6.1%)	(42.2%)	3.3%	1,004	4,396	18.6%	9,970	4,570	84.6%	9,970	-
ELECTIONS EXPENSES	10162002	12,373	13,920	13,101	10,140	6,300	(6.4%)	(37.9%)	3.5%	1,804	4,496	28.6%	10,870	4,570	72.5%	10,870	-
TOTAL: ELECTIONS	1620	44,556	32,761	27,965	42,379	19,864	(1.7%)	(53.1%)	(8.9%)	11,721	8,143	59.0%	35,198	15,314	77.2%	35,198	-
SALARIES	51001	275	275	275	925	275	49.8%	(70.3%)	(45.5%)	-	275	-	-	275	-	-	-
PERSONNEL SERVICES		275	275	275	925	275	49.8%	(70.3%)	(45.5%)	-	275	-	-	275	-	-	-
REGISTRAR PERSONNEL SERVICES	10163001	275	275	275	925	275	49.8%	(70.3%)	(45.5%)	-	275	-	-	275	-	-	-
CONTRACTUAL SERVICES	52100	3,584	3,612	2,144	3,745	4,000	1.5%	6.8%	3.4%	-	4,000	-	-	-	-	-	-
PURCHASE OF SERVICES		3,584	3,612	2,144	3,745	4,000	1.5%	6.8%	3.4%	-	4,000	-	-	-	-	-	-
REGISTRAR EXPENSES	10163002	3,584	3,612	2,144	3,745	4,000	1.5%	6.8%	3.4%	-	4,000	-	-	-	-	-	-

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DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS			
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	
TOTAL: REGISTRAR	1630	3,859	3,887	2,419	4,670	4,275	6.6%	(8.4%)	(4.3%)	-	4,275	-	4,275	-	-	4,275	-	-
SALARIES	51001	113,946	113,259	120,654	126,779	138,526	3.6%	9.3%	3.9%	62,900	75,626	45.4%	136,944	(1,582)	(1.1%)	136,944	-	-
OVERTIME	51140	-	1,211	2,746	2,774	3,500	-	26.2%	12.3%	1,276	2,224	36.4%	3,500	-	-	3,500	-	-
PERSONNEL SERVICES	113,946	114,470	123,400	129,553	142,026		4.9%	9.6%	4.1%	64,176	77,850	45.2%	140,444	(1,582)	(1.1%)	140,444	-	-
CONSERVATION P S	10171001	113,946	114,470	123,400	129,553	142,026	4.4%	9.6%	4.1%	64,176	77,850	45.2%	140,444	(1,582)	(1.1%)	140,444	-	-
CONTRACTUAL SERVICES	52100	7,430	12,148	5,902	8,958	12,000	6.4%	34.0%	56.7%	-	12,000	-	22,000	10,000	83.3%	22,000	-	-
TRAINING & EDUCATION	52112	95	-	-	225	500	33.3%	122.2%	49.1%	-	500	-	500	-	-	500	-	-
PURCHASE OF SERVICES	7,525	12,148	5,902	9,183	12,500		6.9%	36.1%	56.5%	-	12,500	-	22,500	10,000	80.0%	22,500	-	-
SUPPLIES	54100	10,865	6,320	10,041	7,579	7,400	(11.3%)	(2.4%)	(1.2%)	1,720	5,680	23.2%	7,400	-	-	7,400	-	-
		10,865	6,320	10,041	7,579	7,400	(11.3%)	(2.4%)	(1.2%)	1,720	5,680	23.2%	7,400	-	-	7,400	-	-
CONSERVATION EXPENSES	10171002	18,390	18,468	15,943	16,762	19,900	(3.0%)	18.7%	33.6%	1,720	18,180	8.6%	29,900	10,000	50.3%	29,900	-	-
TOTAL: CONSERVATION	1710	132,335	132,938	139,343	146,315	161,926	3.4%	10.7%	7.9%	65,896	96,030	40.7%	170,344	8,418	5.2%	170,344	-	-
SALARIES	51001	102,215	111,826	112,081	101,375	105,990	(0.3%)	4.6%	2.3%	46,889	59,101	44.2%	105,990	-	-	105,990	-	-
OVERTIME	51140	-	3,075	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PERSONNEL SERVICES	102,215	114,901	112,081	101,375	105,990		(0.3%)	4.6%	2.3%	46,889	59,101	44.2%	105,990	-	-	105,990	-	-
PLANNING PERSONNEL SERVICES	10175001	102,215	114,901	112,081	101,375	105,990	(0.3%)	4.6%	2.3%	46,889	59,101	44.2%	105,990	-	-	105,990	-	-
CONTRACTUAL SERVICES	52100	942	3,077	3,218	3,375	800	53.0%	(76.3%)	(51.3%)	1,252	(452)	156.5%	800	-	-	800	-	-
TRAINING & EDUCATION	52112	-	-	-	-	1,000	-	-	-	47	953	4.7%	1,000	-	-	1,000	-	-
TRAVEL	52113	293	820	62	130	800	(23.7%)	514.3%	147.9%	-	800	-	800	-	-	800	-	-
DUES	52114	-	216	-	-	400	-	-	-	-	400	-	400	-	-	400	-	-
PURCHASE OF SERVICES	1,234	4,112	3,280	3,505	3,000		41.6%	(14.4%)	(7.5%)	1,299	1,701	43.3%	3,000	-	-	3,000	-	-
SUPPLIES	54100	444	1,568	-	-	1,500	(100.0%)	-	-	41	1,459	2.8%	1,500	-	-	1,500	-	-
	444	1,568	-	-	1,500		-	-	-	41	1,459	2.8%	1,500	-	-	1,500	-	-

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DEPARTMENT - ORG - CATEGORY - OBJECT		EXPENSE HISTORY				AVERAGE ANNUAL PERCENTAGE CHANGE				CURRENT YEAR TO DATE EXPENDITURES				NEXT YEAR BUDGET REQUEST				NEXT YEAR BUDGET ALL LEVELS		
		FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3		
PLANNING EXPENSES		10175002	1,679	5,680	3,280	3,505	27.8%	28.4%	13.3%	1,340	3,160	29.8%	4,500	-	-%	4,500	-	-		
TOTAL: PLANNING		1750	103,893	120,582	115,361	104,880	0.3%	5.3%	2.6%	48,229	62,261	43.7%	110,490	-	-%	110,490	-	-		
SALARIES		51001	146,253	153,954	158,454	157,625	2.3%	2.0%	1.0%	72,906	87,872	45.3%	160,778	-	-%	160,778	-	-		
PERSONNEL SERVICES		146,253	153,954	158,454	157,625	160,778	2.3%	2.0%	1.0%	72,906	87,872	45.3%	160,778	-	-%	160,778	-	-		
SURVEYOR PERSONNEL SERVICES		10177001	146,253	153,954	158,454	157,625	2.5%	2.0%	1.0%	72,906	87,872	45.3%	160,778	-	-%	160,778	-	-		
CONTRACTUAL SERVICES		52100	6,526	6,550	8,007	5,073	(8.1%)	57.7%	88.4%	5,285	2,715	66.1%	18,000	10,000	125.0%	18,000	-	-		
TRAINING & EDUCATION		52112	3,063	2,045	2,642	4,017	9.5%	(25.3%)	(13.6%)	522	2,478	17.4%	3,000	-	-%	3,000	-	-		
EQUIPMENT REPAIRS & MAINTENANC		52116	1,503	366	1,643	1,272	(5.4%)	41.5%	18.9%	38	1,762	2.1%	1,800	-	-%	1,800	-	-		
PURCHASE OF SERVICES		11,092	8,961	12,291	10,362	12,800	(2.2%)	23.5%	48.3%	5,844	6,956	45.7%	22,800	10,000	78.1%	22,800	-	-		
SUPPLIES		54100	3,318	5,829	4,630	5,788	20.4%	(28.3%)	(15.3%)	854	3,296	20.6%	4,150	-	-%	4,150	-	-		
SUPPLIES		3,318	5,829	4,630	5,788	4,150	20.4%	(28.3%)	(15.3%)	854	3,296	20.6%	4,150	-	-%	4,150	-	-		
SURVEYOR EXPENSES		10177002	14,409	14,789	16,922	16,150	3.9%	5.0%	29.2%	6,698	10,252	39.5%	26,950	10,000	59.0%	26,950	-	-		
TOTAL: SURVEYOR		1770	160,663	168,743	175,376	173,775	2.6%	2.3%	3.9%	79,604	98,124	44.8%	187,728	10,000	5.6%	187,728	-	-		
SALARIES		51001	252,838	266,866	272,813	246,460	(0.8%)	5.5%	2.9%	117,255	142,852	45.1%	261,192	1,086	0.4%	261,192	-	-		
OVERTIME		51140	23,537	7,257	4,123	4,834	(41.0%)	148.3%	57.6%	2,887	9,113	24.1%	12,000	-	-%	12,000	-	-		
PERSONNEL SERVICES		276,376	274,124	276,936	251,293	272,106	(3.1%)	8.3%	4.3%	120,142	151,964	44.2%	273,192	1,086	0.4%	273,192	-	-		
FACILITIES P S		10192001	276,376	274,124	276,936	251,293	(3.1%)	8.3%	4.3%	120,142	151,964	44.2%	273,192	1,086	0.4%	273,192	-	-		
CONTRACTUAL SERVICES		52100	13,890	64,193	52,389	59,758	62.6%	2.1%	1.5%	37,703	23,297	61.8%	61,602	602	1.0%	61,602	-	-		
TRAINING & EDUCATION		52112	1,667	1,205	675	1,358	(6.6%)	47.2%	5.1%	1,025	975	51.3%	1,500	(500)	(25.0%)	1,500	-	-		
TRAVEL		52113	1,325	183	140	2,503	23.6%	3.9%	(10.6%)	-	-	-	2,000	(600)	(23.1%)	2,000	-	-		
BUILDING REPAIRS/IMPROVEMENTS		52115	117,214	79,238	69,184	46,420	(26.6%)	40.0%	18.3%	58,658	6,342	90.2%	65,000	-	-%	65,000	-	-		
VEHICLE REPAIRS		52117	-	-	2,076	2,890	-	73.0%	33.5%	899	4,101	18.0%	5,150	150	3.0%	5,150	-	-		
DISPOSAL		52121	11,757	15,467	11,810	10,928	(2.4%)	46.4%	21.0%	12,000	4,000	75.0%	16,000	-	-%	16,000	-	-		
ELEVATOR REPAIR/SERVICE		52131	8,582	14,775	8,470	9,174	2.2%	19.9%	17.7%	8,350	2,650	75.9%	12,700	1,700	15.5%	12,700	-	-		
ELECTRICAL REPAIR/SERVICE		52132	8,825	7,457	41,663	13,853	16.2%	203.2%	74.1%	26,729	15,271	63.6%	42,000	-	-%	42,000	-	-		

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By Department - Org - Category - Object																		
DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS			
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	
HVAC REPAIR/SERVICE	52133	18,402	22,968	35,749	22,109	35,000	6.3%	58.3%	25.8%	36,301	(1,301)	103.7%	35,000	-	-%	35,000	-	-
PURCHASE OF SERVICES		181,663	205,486	222,157	168,993	239,600	(2.4%)	41.8%	19.4%	181,665	57,935	75.8%	240,952	1,352	0.6%	240,952	-	-
HEATING OIL	53101	12,507	18,451	11,134	26,875	22,000	29.0%	(18.1%)	(45.4%)	2,518	19,482	11.4%	8,000	(14,000)	(63.6%)	8,000	-	-
NATURAL GAS	53102	96,210	123,121	62,218	76,880	125,000	(7.2%)	62.6%	36.5%	9,082	115,918	7.3%	143,170	18,170	14.5%	143,170	-	-
ELECTRICITY	53103	243,096	237,971	270,208	191,485	255,000	(7.6%)	33.2%	17.1%	99,014	155,986	38.8%	262,650	7,650	3.0%	262,650	-	-
TELEPHONE	53104	81,008	86,247	81,492	84,610	86,000	1.5%	1.6%	2.3%	31,815	54,185	37.0%	88,580	2,580	3.0%	88,580	-	-
WATER CHARGES	53105	32,472	15,625	14,786	7,149	30,000	(39.6%)	319.7%	133.6%	4,534	25,466	15.1%	39,000	9,000	30.0%	39,000	-	-
WASTEWATER CHARGES	53106	17,211	14,966	17,717	20,089	25,500	5.3%	26.9%	14.3%	294	25,206	1.2%	26,265	765	3.0%	26,265	-	-
UTILITIES		482,504	496,381	457,554	407,088	543,500	(5.5%)	33.5%	18.1%	147,257	396,243	27.1%	567,665	24,165	4.4%	567,665	-	-
SUPPLIES-CUSTODIAL	54105	29,374	25,424	14,179	25,677	21,000	(4.4%)	(18.2%)	(9.6%)	13,619	7,382	64.9%	21,000	-	-%	21,000	-	-
VEHICLE GASOLINE	54111	-	-	313	1,962	7,500	-%	282.3%	95.5%	2,399	5,101	32.0%	7,500	-	-%	7,500	-	-
SMALL EQUIPMENT	54500	-	-	3,607	8,623	10,000	-%	16.0%	7.7%	170	9,830	1.7%	10,000	-	-%	10,000	-	-
SUPPLIES		29,374	25,424	18,099	36,261	38,500	7.3%	6.2%	3.0%	16,188	22,312	42.0%	38,500	-	-%	38,500	-	-
FACILITIES EXP	10192002	693,560	727,290	697,810	612,342	821,600	(4.1%)	34.2%	17.6%	345,110	476,490	42.0%	847,117	25,517	3.1%	847,117	-	-
TOTAL: FACILITIES	1920	969,916	1,001,414	974,746	863,635	1,093,706	(3.8%)	26.6%	13.9%	466,252	628,454	42.5%	1,120,309	26,603	2.4%	1,120,309	-	-
HISTORICAL COMMISSION	52140	110	108	139	266	1,000	34.3%	275.3%	93.7%	201	799	20.1%	1,000	-	-%	1,000	-	-
SURFACE WATER QUALITY COMA	52141	63,043	8,889	31,255	43,677	43,500	(11.5%)	(0.4%)	(0.2%)	37,510	5,990	86.2%	43,500	-	-%	43,500	-	-
HISTORIC DISTRICT COMMISSION	52142	-	-	-	-	275	-%	-%	-%	-	275	-%	275	-	-%	275	-	-
PUBLIC CEREMONIES	52143	943	1,087	589	1,457	2,500	15.6%	71.6%	31.0%	411	2,089	16.4%	2,500	-	-%	2,500	-	-
375th CELEBRATION COMMITTEE	52144	-	-	-	31,082	2,500	-%	(92.0%)	(71.6%)	1,857	643	74.3%	2,500	-	-%	2,500	-	-
PURCHASE OF SERVICES		64,096	10,083	31,983	76,482	49,775	6.1%	(34.9%)	(19.3%)	39,978	9,797	80.3%	49,775	-	-%	49,775	-	-
MISC COMMITTEES	10194002	64,096	10,083	31,983	76,482	49,775	6.1%	(34.9%)	(19.3%)	39,978	9,797	80.3%	49,775	-	-%	49,775	-	-
TOTAL: MISC COMMITTEES	1940	64,096	10,083	31,983	76,482	49,775	6.1%	(34.9%)	(19.3%)	39,978	9,797	80.3%	49,775	-	-%	49,775	-	-
SALARIES	51001	1,788,491	1,805,651	1,778,137	1,812,559	1,956,251	0.4%	7.9%	4.3%	844,308	1,111,943	43.2%	1,971,125	14,874	0.8%	1,971,125	-	-
OVERTIME	51140	209,927	229,541	257,582	229,423	225,000	3.0%	(1.9%)	(1.0%)	107,166	117,834	47.6%	225,000	-	-%	225,000	-	-
RETIREMENT/BUYBACK	51920	-	13,316	11,716	-	1	-%	-%	(1.0%)	-	1	-%	-	(1)	(100.0%)	-	-	-

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**Town of Wayland**  
**Fiscal 2015 Schedule of Appropriation**  
**By Department - Org - Category - Object**  
 Report 104

DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS			
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	
PERSONNEL SERVICES	1,998,418	2,048,508	2,047,435	2,041,982	2,181,252	0.7%	6.8%	3.7%	951,473	1,229,779	43.6%	2,196,125	14,873	0.7%	2,196,125	-	-	-
POLICE PERSONNEL SERVICES	10210001	1,998,418	2,048,508	2,047,435	2,041,982	2,181,252	0.7%	6.8%	3.7%	951,473	1,229,779	43.6%	2,196,125	14,873	0.7%	2,196,125	-	-
CONTRACTUAL SERVICES	52100	21,000	17,457	18,415	32,696	21,800	15.9%	(33.3%)	(0.5%)	19,824	1,976	90.9%	32,400	10,600	48.6%	32,400	-	-
PHYSICALS	52111	4,156	4,150	4,300	2,000	5,250	(21.6%)	162.5%	62.0%	2,508	2,742	47.8%	5,250	-	-%	5,250	-	-
TRAINING & EDUCATION	52112	22,292	25,806	26,376	16,388	25,000	(9.7%)	52.5%	23.5%	6,863	18,137	27.5%	25,000	-	-%	25,000	-	-
EQUIPMENT REPAIRS & MAINTENANC	52116	10,810	13,594	5,740	18,751	7,100	20.2%	(62.1%)	(38.5%)	7,710	(610)	108.6%	7,100	-	-%	7,100	-	-
VEHICLE REPAIRS	52117	16,706	21,640	17,561	20,789	21,100	7.6%	1.5%	0.7%	6,408	14,692	30.4%	21,100	-	-%	21,100	-	-
TRAFFIC CONTROL	52127	29,227	42,231	33,247	32,740	40,000	3.9%	22.2%	10.5%	3,654	36,346	9.1%	40,000	-	-%	40,000	-	-
SPECIAL SERVICES	52139	4,119	5,138	5,321	5,149	5,100	7.7%	(1.0%)	(0.5%)	20	5,080	0.4%	5,100	-	-%	5,100	-	-
PURCHASE OF SERVICES		108,309	130,016	110,961	128,514	125,350	5.9%	(2.5%)	2.9%	46,987	78,363	37.5%	135,950	10,600	8.5%	135,950	-	-
SUPPLIES	54100	12,838	13,681	14,747	14,935	15,000	5.2%	0.4%	0.2%	3,977	11,023	26.5%	15,000	-	-%	15,000	-	-
VEHICLE GASOLINE	54111	39,097	47,119	59,640	64,802	64,000	18.3%	(1.2%)	(0.6%)	25,328	38,672	39.6%	64,000	-	-%	64,000	-	-
UNIFORMS	54115	20,904	28,197	29,922	27,384	29,000	9.4%	5.9%	2.9%	12,715	16,285	43.8%	29,000	-	-%	29,000	-	-
SMALL EQUIPMENT	54500	1,092	998	479	1,972	1,000	21.8%	(49.3%)	(28.8%)	245	755	24.5%	1,000	-	-%	1,000	-	-
VEHICLES	54503	75,723	77,188	86,369	75,204	90,000	(0.2%)	19.7%	9.4%	-	90,000	-%	90,000	-	-%	90,000	-	-
SUPPLIES		149,654	167,183	191,157	184,297	199,000	7.2%	8.0%	3.9%	42,265	156,735	21.2%	199,000	-	-%	199,000	-	-
POLICE EXPENSES	10210002	257,963	297,199	302,117	312,810	324,350	6.6%	3.7%	3.5%	89,253	235,097	27.5%	334,950	10,600	3.3%	334,950	-	-
TOTAL: POLICE	2100	2,256,381	2,345,707	2,349,553	2,354,792	2,505,602	1.4%	6.4%	3.7%	1,040,726	1,464,876	41.5%	2,531,075	25,473	1.0%	2,531,075	-	-
SALARIES	51001	379,906	389,764	384,359	374,504	397,000	(0.5%)	6.1%	2.9%	182,178	214,822	45.9%	396,650	(350)	(0.1%)	396,650	-	-
OVERTIME	51140	15,221	43,175	58,888	74,152	76,000	69.5%	2.5%	1.2%	(648)	76,648	(0.9%)	76,000	-	-%	76,000	-	-
RETIREMENT/BUYBACK	51920	-	-	9,303	104	1	-%	(99.0%)	-%	-	1	-%	-	(1)	(100.0%)	-	-	-
PERSONNEL SERVICES		395,127	432,939	452,550	448,559	473,001	4.3%	5.4%	2.7%	181,530	291,471	38.4%	472,650	(351)	(0.1%)	472,650	-	-
JCC PERSONNEL SERVICES	10210001	395,127	432,939	452,550	448,559	473,001	4.3%	5.4%	2.7%	181,530	291,471	38.4%	472,650	(351)	(0.1%)	472,650	-	-
CONTRACTUAL SERVICES	52100	11,500	9,512	7,455	11,623	13,000	0.4%	11.9%	(17.0%)	10,381	2,619	79.9%	8,000	(5,000)	(38.5%)	8,000	-	-
TRAINING & EDUCATION	52112	437	1,122	5,181	30	1,000	(59.1%)	3,234.4%	477.4%	-	1,000	-%	1,000	-	-%	1,000	-	-
EQUIPMENT REPAIRS & MAINTENANC	52116	1,072	1,835	4,552	5,830	2,600	75.9%	(55.4%)	(33.2%)	446	2,154	17.2%	2,600	-	-%	2,600	-	-

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**Town of Wayland**  
**Fiscal 2015 Schedule of Appropriation**  
**By Department - Org - Category - Object**  
Report 104

DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A - FY13A - FY14B - FY2015B			FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
PURCHASE OF SERVICES	13,008	12,469	17,188	17,482	16,600	10.4%	(5.0%)	(18.5%)	10,827	5,773	65.2%	11,600	(5,000)	(30.1%)	-	-	-
TELEPHONE	53104	13,260	16,088	18,607	13,871	1.5%	44.2%	(15.1%)	5,359	14,641	26.8%	10,000	(10,000)	(50.0%)	-	-	-
UTILITIES	13,260	16,088	18,607	13,871	20,000	1.5%	44.2%	(15.1%)	5,359	14,641	26.8%	10,000	(10,000)	(50.0%)	-	-	-
SUPPLIES	54100	4,706	2,754	1,072	3,570	(8.8%)	(30.0%)	(16.3%)	1,747	753	69.9%	2,500	-	-	-	-	-
UNIFORMS	54115	2,218	2,559	2,487	4,783	29.2%	(37.3%)	(20.8%)	1,587	1,413	52.9%	3,000	-	-	-	-	-
SUPPLIES	6,924	5,313	3,559	8,353	5,500	6.5%	(34.2%)	(18.9%)	3,334	2,166	60.6%	5,500	-	-	-	-	-
JCC EXPENSES	10211002	33,192	33,871	39,354	39,706	6.2%	6.0%	(17.4%)	19,520	22,580	46.4%	27,100	(15,000)	(35.6%)	27,100	-	-
TOTAL: JOINT COMMUNICATIONS CENTER	2110	428,319	466,809	491,905	488,265	4.5%	5.5%	1.2%	201,050	314,051	39.0%	499,750	(15,351)	(3.0%)	499,750	-	-
CONTRACTUAL SERVICES	52100	8,411	30	13,184	9,130	2.8%	9.5%	4.7%	2,955	7,045	29.5%	10,000	-	-	-	-	-
TRAINING & EDUCATION	52112	4,572	7,850	2,293	4,858	2.0%	23.5%	11.1%	363	5,637	6.0%	6,000	-	-	-	-	-
PURCHASE OF SERVICES	12,983	7,880	15,477	13,288	16,000	2.5%	14.4%	7.0%	3,318	12,682	20.7%	16,000	-	-	-	-	-
SUPPLIES	54100	6,238	36,078	4,512	6,731	2.6%	4.0%	2.0%	2,874	4,126	41.1%	7,000	-	-	-	-	-
SUPPLIES	6,238	36,078	4,512	6,731	7,000	2.6%	4.0%	2.0%	2,874	4,126	41.1%	7,000	-	-	-	-	-
EMERGENCY MANAGEMENT EXP	10212002	19,222	43,958	19,989	20,719	2.5%	11.0%	5.4%	6,192	16,808	26.9%	23,000	-	-	23,000	-	-
TOTAL: EMERGENCY MANAGEMENT	2120	19,222	43,958	19,989	20,719	2.5%	11.0%	5.4%	6,192	16,808	26.9%	23,000	-	-	23,000	-	-
CONTRACTUAL SERVICES	52100	20,103	21,778	18,629	19,077	(1.7%)	12.7%	6.2%	22,962	(1,462)	106.8%	21,500	-	-	21,500	-	-
PURCHASE OF SERVICES	20,103	21,778	18,629	19,077	21,500	(1.7%)	12.7%	6.2%	22,962	(1,462)	106.8%	21,500	-	-	21,500	-	-
SUPPLIES	54100	-	-	-	-	-	-	-	-	1	-	1	-	-	1	-	-
SUPPLIES	-	-	-	-	1	-	-	-	-	1	-	1	-	-	1	-	-
DOG OFFICER EXPENSES	10213002	20,103	21,778	18,629	19,077	(1.7%)	12.7%	6.2%	22,962	(1,461)	106.8%	21,501	-	-	21,501	-	-
TOTAL: DOG OFFICER	2130	20,103	21,778	18,629	19,077	(1.7%)	12.7%	6.2%	22,962	(1,461)	106.8%	21,501	-	-	21,501	-	-

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Town of Wayland  
Fiscal 2015 Schedule of Appropriation  
By Department - Org - Category - Object  
Report 104

By Department - Org - Category - Object																		
DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY				AVERAGE ANNUAL PERCENTAGE CHANGE				CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS			
	FY10	FY11	FY12	FY13	FY14	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3	
	Actual	Actual	Actual	Actual	Budget													
SALARIES	51001	1,730,187	1,758,209	1,795,638	1,752,159	1,851,520	0.4%	5.7%	3.8%	811,294	1,040,226	43.8%	1,888,889	37,369	2.0%	1,888,889	-	-
ALS SALARY	51128	68,874	109,415	93,382	105,918	150,000	15.4%	41.6%	(15.9%)	36,829	113,171	24.6%	75,000	(75,000)	(50.0%)	75,000	-	-
OVERTIME	51140	219,756	251,745	267,171	328,218	270,000	14.3%	(17.7%)	(9.3%)	193,222	76,778	71.6%	270,000	-	-	270,000	-	-
RETIREMENT/BUYBACK	51920	8,936	12,180	13,865	7,500	-	(5.7%)	-	-	-	-	-	-	-	-	-	-	-
PERSONNEL SERVICES		2,027,753	2,131,549	2,170,057	2,193,795	2,271,520	2.7%	3.5%	0.9%	1,041,345	1,230,175	45.8%	2,233,889	(37,631)	(1.7%)	2,233,889	-	-
FIRE PERSONNEL SERVICES	10220001	2,027,753	2,131,549	2,170,057	2,193,795	2,271,520	2.7%	3.5%	0.9%	1,041,345	1,230,175	45.8%	2,233,889	(37,631)	(1.7%)	2,233,889	-	-
CONTRACTUAL SERVICES	52100	15,943	17,279	15,939	28,888	24,600	21.9%	(14.8%)	6.9%	23,745	855	96.5%	33,000	8,400	34.1%	33,000	-	-
PHYSICALS	52111	3,250	3,450	3,600	2,150	5,000	(12.9%)	132.6%	36.4%	150	4,850	3.0%	4,000	(1,000)	(20.0%)	4,000	-	-
TRAINING & EDUCATION	52112	6,641	7,011	6,344	6,391	13,145	(1.3%)	105.7%	11.9%	2,010	11,135	15.3%	8,000	(5,145)	(39.1%)	8,000	-	-
EQUIPMENT RENTAL	52118	-	141	-	-	700	-	-	-	-	700	-	500	(200)	(28.6%)	500	-	-
ALS EXPENSES	52170	12,044	34,643	56,507	27,547	-	31.8%	-	-	-	-	-	-	-	-	-	-	-
PARAMEDIC TRAINING	52171	-	-	15,321	12,638	36,000	-	184.9%	(11.0%)	-	36,000	-	10,000	(26,000)	(72.2%)	10,000	-	-
PURCHASE OF SERVICES		37,877	62,524	97,712	77,615	79,445	27.0%	2.4%	(15.4%)	25,905	53,540	32.6%	55,500	(23,945)	(30.1%)	55,500	-	-
VEHICLE PARTS	54110	28,962	19,702	30,424	25,025	24,000	(4.8%)	(4.1%)	(22.6%)	4,285	19,715	17.9%	15,000	(9,000)	(37.5%)	15,000	-	-
VEHICLE GASOLINE	54111	19,294	28,826	31,204	29,582	34,000	15.3%	14.9%	0.7%	13,674	20,326	40.2%	30,000	(4,000)	(11.8%)	30,000	-	-
UNIFORMS	54115	21,114	21,573	26,544	25,749	22,000	6.8%	(14.6%)	0.5%	11,494	10,507	52.2%	26,000	4,000	18.2%	26,000	-	-
OFFICE SUPPLIES	54118	-	-	-	-	-	-	-	-	961	(961)	-	4,000	4,000	-	4,000	-	-
MEDICAL SUPPLIES	54119	-	-	-	-	-	-	-	-	8,409	27,591	23.4%	32,000	(4,000)	(11.1%)	32,000	-	-
AMBULANCE SUPPLIES	54120	8,954	9,905	8,631	5,694	-	(14.0%)	-	-	-	-	-	-	-	-	-	-	-
OUTSIDE VEHICLE REPAIR	54122	-	-	-	-	-	-	-	-	12,564	(12,564)	-	26,745	26,745	-	26,745	-	-
MISCELLANEOUS	54123	-	-	-	-	-	-	-	-	1,699	(1,699)	-	2,000	2,000	-	2,000	-	-
SMALL EQUIPMENT	54500	14,573	13,442	10,964	17,284	13,000	5.9%	(24.8%)	7.6%	11,726	1,274	90.2%	20,000	7,000	53.8%	20,000	-	-
FIRE ALARM EQUIPMENT	54501	1,326	6,992	(316)	983	8,000	(9.5%)	714.0%	185.3%	3,038	4,962	38.0%	8,000	-	-	8,000	-	-
SUPPLIES		94,223	100,440	107,451	104,316	137,000	3.5%	31.3%	25.3%	67,849	69,151	49.5%	163,745	26,745	19.5%	163,745	-	-
FIRE EXPENSES	10220002	132,100	162,964	205,163	181,931	216,445	11.3%	19.0%	9.8%	95,754	122,691	43.3%	219,245	2,800	1.3%	219,245	-	-
TOTAL: FIRE	2200	2,159,852	2,294,513	2,375,220	2,375,726	2,487,965	3.2%	4.7%	1.6%	1,135,099	1,352,866	45.6%	2,453,134	(34,831)	(1.4%)	2,453,134	-	-
SALARIES	51001	270,436	260,739	271,940	237,062	276,454	(4.3%)	16.6%	8.6%	118,698	157,756	42.9%	279,717	3,263	1.2%	279,717	-	-
OVERTIME	51140	4,480	4,669	4,668	5,137	4,600	4.7%	(10.5%)	4.4%	2,376	2,224	51.7%	5,600	1,000	21.7%	5,600	-	-

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Town of Wayland																	Report 104	
Fiscal 2015 Schedule of Appropriation																		
By Department - Org - Category - Object																		
DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST				NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A - FY13A - FY2015B	FY14thru Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3				
PERSONNEL SERVICES	274,916	265,408	276,608	242,199	281,054	(4.1%) 16.0% 8.5%	121,074 159,980	43.1%	285,317	4,263	1.5%	285,317	-	-				
BUILDING & ZONING P S	10241001	274,916	265,408	276,608	242,199	281,054	121,074 159,980	43.1%	285,317	4,263	1.5%	285,317	-	-				
CONTRACTUAL SERVICES	52100	5,116	3,383	4,388	4,744	4,200	2,556 1,644	60.9%	4,200	-	-%	4,200	-	-				
TRAINING & EDUCATION	52112	3,373	4,234	1,859	1,683	2,825	936 1,889	33.1%	2,825	-	-%	2,825	-	-				
TRAVEL	52113	2,413	3,431	3,179	3,345	4,700	1,882 2,818	40.0%	4,700	-	-%	4,700	-	-				
DUES	52114	673	1,428	1,405	551	775	378 397	48.8%	775	-	-%	775	-	-				
VEHICLE REPAIRS	52117	8	45	4,768	-	1,500	- 1,500	-%	1,500	-	-%	1,500	-	-				
PURCHASE OF SERVICES	11,383	12,521	15,598	10,323	14,000	(3.8%) 35.6% 16.5%	5,752 8,248	41.1%	14,000	-	-%	14,000	-	-				
SUPPLIES	54100	6,192	6,783	1,933	1,253	500	138 362	27.7%	500	-	-%	500	-	-				
VEHICLE GASOLINE	54111	1,039	1,398	1,634	1,185	1	- 1	-%	1	-	-%	1	-	-				
SUPPLIES	7,232	8,181	3,567	2,438	501	(30.4%) (79.5%) (54.7%)	138 363	27.6%	501	-	-%	501	-	-				
BUILDING & ZONING EXPENSES	10241002	18,814	20,703	19,165	12,762	14,501	5,890 8,611	40.6%	14,501	-	-%	14,501	-	-				
TOTAL: BUILDING & ZONING	2410	293,730	286,111	295,774	254,960	295,555	126,964 168,591	43.0%	299,818	4,263	1.4%	299,818	-	-				
SALARIES	51001	834,911	864,644	899,186	902,053	914,496	411,017 505,479	44.9%	920,592	6,096	0.7%	920,592	-	-				
OVERTIME	51140	23,139	19,956	14,868	27,124	16,000	19,352 (3,352)	120.9%	16,000	-	-%	16,000	-	-				
RETIREMENT/BUYBACK	51920	-	-	14,781	-	1	- 1	-%	-	(1)	(100.0%)	-	-	-				
PERSONNEL SERVICES	858,050	884,600	928,834	929,177	930,497	2.7% 0.1% 0.4%	430,368 500,129	46.3%	936,592	6,095	0.7%	936,592	-	-				
HIGHWAY PERSONNEL SERVICES	10422001	858,050	884,600	928,834	929,177	930,497	430,368 500,129	46.3%	936,592	6,095	0.7%	936,592	-	-				
EQUIPMENT REPAIRS & MAINTENANC	52116	77,746	82,512	66,516	76,106	77,000	47,851 29,149	62.1%	77,000	-	-%	77,000	-	-				
MAINTENANCE OF ROADS	52119	35,720	52,965	72,173	64,113	57,700	44,057 13,643	76.4%	57,700	-	-%	57,700	-	-				
CATCH BASIN CLEANING	52120	21,999	22,000	22,000	22,000	22,000	- 22,000	-%	22,000	-	-%	22,000	-	-				
ROAD RESURFACING	52128	3,857	285,857	22,073	312,201	100,000	47,197 52,803	47.2%	50,000	(50,000)	(50.0%)	50,000	-	-				
PURCHASE OF SERVICES	139,322	443,335	182,762	474,420	256,700	50.4% (46.9%) (34.0%)	139,105 117,595	54.2%	206,700	(50,000)	(19.5%)	206,700	-	-				
SUPPLIES	54100	13,989	13,538	(7,253)	6,138	5,800	774 5,026	13.3%	5,800	-	-%	5,800	-	-				
VEHICLE GASOLINE	54111	27,948	31,418	48,736	25,971	45,000	26,663 18,337	59.3%	45,000	-	-%	45,000	-	-				
UNIFORMS	54115	10,234	13,759	12,098	11,404	13,000	10,854 2,146	83.5%	13,000	-	-%	13,000	-	-				



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**Town of Wayland**  
**Fiscal 2015 Schedule of Appropriation**  
**By Department - Org - Category - Object**  
 Report 104

DEPARTMENT - ORG - CATEGORY - OBJECT	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	AVERAGE ANNUAL PERCENTAGE CHANGE				CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS		
						FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14 thru Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	%	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3		
						(4.8%)	37.2%	17.1%										
SMALL EQUIPMENT	54,500	11,000	22,276	8,507	11,000	-	-	-	-	-	11,000	-	-	-	-	-	-	-
SUPPLIES	63,169	80,991	62,088	54,512	74,800	(4.8%)	37.2%	17.1%	38,291	36,509	51.2%	74,800	-	-	-	-	-	-
<b>HIGHWAY EXPENSES</b>	<b>10422002</b>	<b>202,491</b>	<b>524,326</b>	<b>244,850</b>	<b>528,932</b>	<b>37.7%</b>	<b>(37.3%)</b>	<b>(27.0%)</b>	<b>177,396</b>	<b>154,104</b>	<b>53.5%</b>	<b>281,500</b>	<b>(50,000)</b>	<b>(15.1%)</b>	<b>281,500</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: HIGHWAY</b>	<b>4220</b>	<b>1,060,541</b>	<b>1,408,926</b>	<b>1,173,684</b>	<b>1,458,109</b>	<b>11.2%</b>	<b>(13.4%)</b>	<b>(8.6%)</b>	<b>607,764</b>	<b>654,233</b>	<b>48.2%</b>	<b>1,218,092</b>	<b>(43,905)</b>	<b>(3.5%)</b>	<b>1,218,092</b>	<b>-</b>	<b>-</b>	<b>-</b>
OVERTIME	51140	90,744	139,250	66,813	188,254	27.5%	(33.6%)	(18.5%)	1,429	123,571	1.1%	125,000	-	-	-	-	-	-
PERSONNEL SERVICES	90,744	139,250	66,813	188,254	125,000	27.5%	(33.6%)	(18.5%)	1,429	123,571	1.1%	125,000	-	-	-	-	-	-
<b>SNOW REMOVAL P S</b>	<b>10423001</b>	<b>90,744</b>	<b>139,250</b>	<b>66,813</b>	<b>188,254</b>	<b>27.5%</b>	<b>(33.6%)</b>	<b>(18.5%)</b>	<b>1,429</b>	<b>123,571</b>	<b>1.1%</b>	<b>125,000</b>	<b>-</b>	<b>-</b>	<b>125,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
CONTRACTUAL SERVICES	52100	52,121	58,233	82,863	107,324	27.2%	(30.1%)	(16.4%)	3,132	71,868	4.2%	75,000	-	-	-	-	-	-
VEHICLE REPAIRS	52117	14,409	79,147	11,139	75,415	73.6%	(53.6%)	(31.9%)	2,860	32,140	8.2%	35,000	-	-	-	-	-	-
PURCHASE OF SERVICES	66,530	137,380	94,002	182,738	110,000	40.0%	(39.8%)	(22.4%)	5,992	104,008	5.4%	110,000	-	-	-	-	-	-
VEHICLE GASOLINE	54111	15,726	35,882	17,021	46,000	43.0%	(23.9%)	(12.8%)	-	35,000	-	35,000	-	-	-	-	-	-
SALT/AND	54117	187,166	225,832	117,105	194,668	1.3%	(7.3%)	(3.8%)	-	180,000	-	180,000	-	-	-	-	-	-
SUPPLIES	202,892	261,714	134,125	240,668	215,000	5.9%	(10.7%)	(5.5%)	-	215,000	-	215,000	-	-	-	-	-	-
<b>SNOW REMOVAL EXPENSES</b>	<b>10423002</b>	<b>269,421</b>	<b>399,093</b>	<b>228,127</b>	<b>423,406</b>	<b>16.3%</b>	<b>(23.2%)</b>	<b>(12.4%)</b>	<b>5,992</b>	<b>319,008</b>	<b>1.8%</b>	<b>325,000</b>	<b>-</b>	<b>-</b>	<b>325,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL: SNOW REMOVAL</b>	<b>4230</b>	<b>360,165</b>	<b>538,343</b>	<b>294,940</b>	<b>611,660</b>	<b>19.3%</b>	<b>(26.4%)</b>	<b>(14.2%)</b>	<b>7,421</b>	<b>442,579</b>	<b>1.6%</b>	<b>450,000</b>	<b>-</b>	<b>-</b>	<b>450,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
SALARIES	51001	139,789	117,010	-	-	(100.0%)	-	-	-	-	-	-	-	-	-	-	-	-
OVERTIME	51140	7,547	23,887	-	-	(100.0%)	-	-	-	-	-	-	-	-	-	-	-	-
PERSONNEL SERVICES	147,336	140,897	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TF STATION PERSONNEL SERVICES</b>	<b>10494001</b>	<b>147,336</b>	<b>140,897</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
PROFESSIONAL SERVICES	52101	67,950	32,654	-	18,758	(34.9%)	33.3%	46.0%	8,509	16,500	34.0%	40,000	15,000	60.0%	40,000	-	-	-
EQUIPMENT REPAIRS & MAINTENANC	52116	14,704	27,465	-	-	(100.0%)	-	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT RENTAL	52118	19,307	7,191	-	-	(100.0%)	-	-	-	-	-	-	-	-	-	-	-	-
WASTE BAN DISPOSAL	52123	23,743	16,691	-	-	(100.0%)	-	-	-	-	-	-	-	-	-	-	-	-
LEACHATE DISPOSAL	52135	40,121	55,320	81,599	27,050	(12.3%)	47.9%	21.6%	4,039	35,961	10.1%	40,000	-	-	-	-	-	-

PKHH-1

DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thu Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc/(Dec)	% Inc/(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
TIPPING FEES	52148	142,560	111,535	-	-	(100.0%)	-%	-%	-	-	-%	-	-	-%	-	-	-
PURCHASE OF SERVICES		308,384	250,856	81,599	45,808	(47.0%)	41.9%	32.2%	12,539	52,461	19.3%	80,000	15,000	23.1%	80,000	-	-
SUPPLIES	54100	30,365	39,926	-	-	(100.0%)	-%	-%	-	-	-%	-	-	-%	-	-	-
VEHICLE GASOLINE	54111	3,540	2,512	-	-	(100.0%)	-%	-%	-	-	-%	-	-	-%	-	-	-
UNIFORMS	54115	2,737	2,570	-	-	(100.0%)	-%	-%	-	-	-%	-	-	-%	-	-	-
SMALL EQUIPMENT	54500	-	3,756	-	-	-%	-%	-%	-	-	-%	-	-	-%	-	-	-
SUPPLIES		36,643	48,764	-	-	-%	-%	-%	-	-	-%	-	-	-%	-	-	-
TF STATION EXPENSES	10494002	345,026	299,620	81,599	45,808	(49.0%)	41.9%	32.2%	12,539	52,461	19.3%	80,000	15,000	23.1%	80,000	-	-
TOTAL: TRANSFER STATION	4940	492,363	440,516	81,599	45,808	(54.7%)	41.9%	32.2%	12,539	52,461	19.3%	80,000	15,000	23.1%	80,000	-	-
SALARIES	51001	252,142	265,971	264,741	266,544	1.9%	5.6%	3.9%	126,784	154,779	45.0%	287,946	6,383	2.3%	287,946	-	-
SCHOOL NURSE WAGES	51125	266,298	244,492	286,233	297,171	3.7%	(4.8%)	(2.2%)	92,172	190,678	32.6%	284,273	1,423	0.5%	284,273	-	-
SUB SCHOOL NURSE WAGES	51126	-	-	-	21,000	-%	-%	-%	10,648	10,352	50.7%	21,000	-	-%	21,000	-	-
OVERTIME	51140	2,729	3,363	3,919	5,028	22.6%	(24.4%)	(8.6%)	884	2,916	23.3%	4,200	400	10.5%	4,200	-	-
PERSONNEL SERVICES		521,169	513,825	554,894	568,742	3.0%	3.6%	2.5%	230,488	358,725	39.1%	597,419	8,206	1.4%	597,419	-	-
BOARD OF HEALTH P S	10511001	521,169	513,825	554,894	568,742	3.0%	3.6%	2.5%	230,488	358,725	39.1%	597,419	8,206	1.4%	597,419	-	-
CONTRACTUAL SERVICES	52100	10,210	10,450	10,450	10,378	0.5%	20.8%	9.9%	12,270	270	97.8%	12,540	-	-%	12,540	-	-
PROFESSIONAL SERVICES	52101	1,040	1,920	1,920	2,222	28.8%	(10.0%)	(5.1%)	1,180	820	59.0%	2,000	-	-%	2,000	-	-
FOOD INSPECTOR	52104	8,945	7,979	9,896	11,355	8.3%	-%	-%	10,000	1,350	88.1%	11,350	-	-%	11,350	-	-
SCH MENTAL HEALTH SERVICES	52105	47,400	47,400	52,560	59,310	7.8%	-%	-%	59,310	-	100.0%	59,310	-	-%	59,310	-	-
MOSQUITO CONTROL	52109	28,814	26,920	29,419	27,181	(1.9%)	23.2%	12.1%	14,039	19,439	41.9%	34,146	669	2.0%	34,146	-	-
TRAINING & EDUCATION	52112	2,684	2,989	2,279	5,530	27.3%	3.1%	1.5%	2,753	2,947	48.3%	5,700	-	-%	5,700	-	-
VEHICLE REPAIRS	52117	1,192	29	296	1,657	11.6%	(3.3%)	(1.7%)	468	1,132	29.3%	1,600	-	-%	1,600	-	-
HAZARDOUS WASTE DAY	52124	11,908	16,334	14,553	11,932	0.1%	25.7%	12.1%	12,000	3,000	80.0%	15,000	-	-%	15,000	-	-
OTHER PRINCE BENEFITS	52137	950	987	907	1,400	13.8%	-%	-%	110	1,290	7.9%	1,400	-	-%	1,400	-	-
GROUD WATER MONITORING	52157	1,440	1,725	2,315	2,000	11.6%	22.8%	10.8%	-	2,455	-%	2,455	-	-%	2,455	-	-
FLOOR DRAIN	52178	-	-	-	2,000	-%	-%	-%	300	9,700	3.0%	3,000	(7,000)	(70.0%)	3,000	-	-
HEALTH NUISANCE EXP	52179	-	-	15,455	3,780	-%	296.8%	99.2%	-	15,000	-%	15,000	-	-%	15,000	-	-
PURCHASE OF SERVICES		114,584	116,732	140,051	136,745	6.1%	24.2%	9.3%	112,430	57,402	66.2%	163,501	(6,331)	(3.7%)	163,501	-	-

**Town of Wayland**  
**Fiscal 2015 Schedule of Appropriation**  
**By Department - Org - Category - Object**  
 Report 104

By Department - Org - Category - Object																				
DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE					CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST				NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3			
SUPPLIES	54100	533	4,391	3,557	3,273	4,000	83.1%	22.2%	10.6%	686	3,314	17.1%	4,000	-	-	-	4,000	-	-	-
NURSE EXPENSE	54109	6,494	6,029	6,793	8,338	8,340	8.7%	-	-	114	8,226	1.4%	8,340	-	-	-	8,340	-	-	-
VEHICLE GASOLINE	54111	498	582	807	1,192	1,200	33.8%	0.7%	0.3%	239	961	19.9%	1,200	-	-	-	1,200	-	-	-
SUPPLIES		7,526	11,003	11,157	12,803	13,540	19.4%	5.8%	2.8%	1,039	12,501	7.7%	13,540	-	-	-	13,540	-	-	-
BOARD OF HEALTH EXPENSES	10511002	122,110	127,735	151,207	149,548	183,372	7.0%	22.6%	8.8%	113,469	69,903	61.9%	177,041	(6,331)	(3.5%)	177,041	-	-	-	-
TOTAL: BOARD OF HEALTH	5110	643,279	641,560	706,101	718,290	772,585	3.7%	7.6%	3.8%	343,956	428,629	44.5%	774,459	1,874	0.2%	774,459	-	-	-	-
SALARIES	51001	3,755	3,899	3,825	566	-	(46.8%)	-	-	-	-	-	-	-	-	-	-	-	-	-
PERSONNEL SERVICES		3,755	3,899	3,825	566	-	(46.8%)	(100.0%)	-	-	-	-	-	-	-	-	-	-	-	-
VETERANS SERVICES P S	10543001	3,755	3,899	3,825	566	-	(46.8%)	(100.0%)	-	-	-	-	-	-	-	-	-	-	-	-
CONTRACTUAL SERVICES	52100	7,074	7,226	-	20,462	19,000	42.5%	(7.1%)	(3.6%)	26,400	(7,400)	138.9%	19,000	-	-	-	19,000	-	-	-
VET BENEFITS	52185	-	-	-	-	5,000	-	-	-	3,600	1,400	72.0%	5,000	-	-	-	5,000	-	-	-
PURCHASE OF SERVICES		7,074	7,226	-	20,462	24,000	42.5%	17.3%	8.3%	30,000	(6,000)	125.0%	24,000	-	-	-	24,000	-	-	-
SUPPLIES	54100	2,827	3,337	2,869	2,559	6,000	(3.3%)	134.4%	53.1%	-	6,000	-	6,000	-	-	-	6,000	-	-	-
SUPPLIES		2,827	3,337	2,869	2,559	6,000	(3.3%)	134.4%	53.1%	-	6,000	-	6,000	-	-	-	6,000	-	-	-
VETERANS SERVICES EXPENSES	10543002	9,901	10,563	2,869	23,021	30,000	32.5%	30.3%	14.2%	30,000	-	100.0%	30,000	-	-	-	30,000	-	-	-
TOTAL: VETERANS SERVICES	5430	13,656	14,463	6,693	23,587	30,000	20.0%	27.2%	12.8%	30,000	-	100.0%	30,000	-	-	-	30,000	-	-	-
SALARIES	51001	158,395	163,479	171,269	160,506	165,740	0.4%	3.3%	2.1%	74,938	90,802	45.2%	167,188	1,448	0.9%	167,188	-	-	-	-
OVERTIME	51140	804	38	-	-	200	(100.0%)	-	-	-	200	-	200	-	-	-	200	-	-	-
PERSONNEL SERVICES		159,199	163,517	171,269	160,506	165,940	0.3%	3.4%	2.1%	74,938	91,002	45.2%	167,388	1,448	0.9%	167,388	-	-	-	-
C.O.A. PERSONNEL SERVICES	10546001	159,199	163,517	171,269	160,506	165,940	0.3%	3.4%	2.1%	74,938	91,002	45.2%	167,388	1,448	0.9%	167,388	-	-	-	-
CONTRACTUAL SERVICES	52100	5,375	3,428	6,667	5,652	5,500	1.7%	(2.7%)	7.2%	1,520	3,980	27.6%	6,500	1,000	18.2%	6,500	-	-	-	-
TRANSPORTATION	52136	42,204	13,157	8,460	9,829	15,200	(38.5%)	54.6%	24.4%	5,337	9,663	36.4%	15,200	-	-	-	15,200	-	-	-
TAX WORKOFF PROGRAM	52149	22,052	21,427	20,500	23,718	25,000	2.5%	5.4%	2.7%	5,594	19,606	21.6%	25,000	-	-	-	25,000	-	-	-

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**Town of Wyland**  
**Fiscal 2015 Schedule of Appropriation**  
**By Department - Org - Category - Object**  
 Report 104

By Department - Org - Category - Object																	
DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thu	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc/(Dec)	% Inc/(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
PURCHASE OF SERVICES	69,631	38,012	35,628	39,199	45,700	(17.4%)	16.6%	9.1%	12,452	33,248	27.2%	46,700	1,000	2.2%	46,700	-	-
POSTAGE	54121 6,065	4,944	3,205	6,237	6,800	0.9%	9.0%	4.4%	1,531	5,269	22.5%	6,800	-	-%	6,800	-	-
SMALL EQUIPMENT	54500 -	1,484	1,911	1,650	3,000	-%	81.9%	10.1%	175	2,825	5.8%	2,000	(1,000)	(33.3%)	2,000	-	-
SUPPLIES	6,065	6,428	5,116	7,886	9,800	9.1%	24.3%	5.6%	1,706	8,094	17.4%	8,800	(1,000)	(10.2%)	8,800	-	-
C.O.A. EXPENSES	10546002 75,696	44,440	40,744	47,085	55,500	(14.6%)	17.9%	8.6%	14,157	41,343	25.5%	55,500	-	-%	55,500	-	-
TOTAL: C.O.A.	5460 234,895	207,957	212,013	207,591	221,440	(4.0%)	6.7%	3.6%	89,096	132,344	40.2%	222,888	1,448	0.7%	222,888	-	-
SALARIES	51001 135,709	143,837	151,013	153,349	156,285	4.2%	1.9%	2.0%	71,184	85,101	45.5%	159,653	3,368	2.2%	159,653	-	-
PERSONNEL SERVICES	135,709	143,837	151,013	153,349	156,285	4.2%	1.9%	2.0%	71,184	85,101	45.5%	159,653	3,368	2.2%	159,653	-	-
YOUTH SERVICES P S	10547001 135,709	143,837	151,013	153,349	156,285	4.2%	1.9%	2.0%	71,184	85,101	45.5%	159,653	3,368	2.2%	159,653	-	-
CONTRACTUAL SERVICES	52100 1,137	107	432	674	850	(16.0%)	26.1%	12.3%	-	850	-%	850	-	-%	850	-	-
TRAINING & EDUCATION	52112 2,309	2,074	1,538	1,931	2,000	(5.8%)	3.6%	1.8%	582	1,418	29.1%	2,000	-	-%	2,000	-	-
PURCHASE OF SERVICES	3,446	2,181	1,970	2,605	2,850	(8.9%)	9.4%	4.6%	582	2,268	20.4%	2,850	-	-%	2,850	-	-
SUPPLIES	54100 909	883	1,022	1,042	975	4.6%	(6.4%)	8.4%	618	357	63.4%	1,225	250	25.6%	1,225	-	-
SUPPLIES	909	883	1,022	1,042	975	4.6%	(6.4%)	8.4%	618	357	63.4%	1,225	250	25.6%	1,225	-	-
YOUTH SERVICES EXPENSES	10547002 4,355	3,064	2,992	3,646	3,825	(5.7%)	4.9%	5.7%	1,200	2,625	31.4%	4,075	250	6.5%	4,075	-	-
TOTAL: YOUTH SERVICES	5470 140,064	146,901	154,005	156,995	160,110	3.9%	2.0%	2.1%	72,385	87,726	45.2%	163,728	3,618	2.3%	163,728	-	-
SALARIES	51001 703,192	736,175	737,349	733,703	769,742	1.4%	4.9%	1.9%	339,516	430,226	44.1%	762,000	(7,742)	(1.0%)	762,000	-	-
OVERTIME	51140 1,169	1,978	2,845	2,445	2,776	27.9%	13.5%	10.8%	1,588	1,188	57.2%	3,000	224	8.1%	3,000	-	-
PERSONNEL SERVICES	704,361	738,153	740,194	736,149	772,518	1.5%	4.9%	1.9%	341,104	431,414	44.2%	765,000	(7,518)	(1.0%)	765,000	-	-
LIBRARY PERSONNEL SERVICES	10612001 704,361	738,153	740,194	736,149	772,518	1.5%	4.9%	1.9%	341,104	431,414	44.2%	765,000	(7,518)	(1.0%)	765,000	-	-
CONTRACTUAL SERVICES	52100 36,251	35,711	34,678	40,371	41,600	3.7%	3.0%	(0.5%)	39,439	2,161	94.8%	40,000	(1,600)	(3.8%)	40,000	-	-
TRAINING & EDUCATION	52112 1,863	3,029	2,084	2,706	3,500	13.2%	29.3%	13.7%	2,085	1,415	59.6%	3,500	-	-%	3,500	-	-
EQUIPMENT REPAIRS & MAINTENANC	52116 450	1,680	810	1,781	2,200	58.2%	23.5%	11.1%	300	1,900	13.6%	2,200	-	-%	2,200	-	-

UNIT 1

**Town of Wayland**  
**Fiscal 2015 Schedule of Appropriation**  
**By Department - Org - Category - Object**  
 Report 104

DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					PERCENTAGE CHANGE			EXPENDITURES			REQUEST			ALL LEVELS		
	FY10	FY11	FY12	FY13	FY14	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B	FY14thru	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3
	Actual	Actual	Actual	Actual	Budget												
PURCHASE OF SERVICES	38,565	40,420	37,572	44,858	47,300	5.2%	5.4%	0.9%	41,824	5,476	88.4%	45,700	(1,600)	(3.4%)	45,700	-	-
SUPPLIES	54100	6,045	7,494	9,092	8,411	11.6%	(10.8%)	(5.6%)	5,773	1,727	77.0%	7,500	-	-%	7,500	-	-
BOOKS/MATERIALS	54108	170,028	150,015	155,986	162,969	(1.4%)	(1.8%)	(0.9%)	133,343	26,717	83.3%	160,100	40	-%	160,100	-	-
SMALL EQUIPMENT	54500	11,305	10,000	9,998	9,554	(5.5%)	36.1%	(27.7%)	13,000	-	100.0%	5,000	(8,000)	(61.5%)	5,000	-	-
SUPPLIES	187,378	167,509	175,076	180,934	180,560	(1.2%)	(0.2%)	(2.3%)	152,115	28,445	84.2%	172,600	(7,960)	(4.4%)	172,600	-	-
LIBRARY EXPENSES	10612002	225,943	207,929	212,648	225,792	-%	0.3%	(1.7%)	193,939	33,921	85.1%	218,300	(9,560)	(4.2%)	218,300	-	-
TOTAL: LIBRARY	6120	930,304	946,082	952,842	961,940	1.1%	4.0%	1.1%	535,043	465,335	53.5%	983,300	(17,078)	(1.7%)	983,300	-	-
SALARIES	51001	351,846	370,505	370,107	349,671	(0.2%)	8.2%	13.4%	209,357	168,838	55.4%	449,433	71,238	18.8%	449,433	-	-
OVERTIME	51140	18,405	25,063	29,540	28,350	15.8%	(12.4%)	(6.4%)	16,369	8,631	65.5%	25,000	-	-%	25,000	-	-
PERSONNEL SERVICES	370,251	395,568	399,648	378,221	403,195	0.7%	6.6%	12.0%	225,726	177,469	56.0%	474,433	71,238	17.7%	474,433	-	-
PARKS PERSONAL SERVICES	10651001	370,251	395,568	399,648	378,221	0.7%	6.6%	12.0%	225,726	177,469	56.0%	474,433	71,238	17.7%	474,433	-	-
CONTRACTUAL SERVICES	52100	41,477	64,808	84,187	64,347	15.8%	(22.3%)	(11.9%)	19,070	30,930	38.1%	50,000	-	-%	50,000	-	-
DUES	52114	-	-	-	75	-%	566.7%	158.2%	260	240	52.0%	500	-	-%	500	-	-
EQUIPMENT REPAIRS & MAINTENANC	52116	34,587	39,922	48,147	46,204	10.1%	(13.4%)	(7.0%)	38,544	1,456	96.4%	40,000	-	-%	40,000	-	-
TREE REPLACEMENT	52181	-	-	-	1,385	-%	622.2%	168.7%	1,501	8,499	15.0%	10,000	-	-%	10,000	-	-
PURCHASE OF SERVICES	76,064	104,730	132,335	112,011	100,500	13.8%	(10.3%)	(5.3%)	59,375	41,125	59.1%	100,500	-	-%	100,500	-	-
SUPPLIES	54100	5,672	7,365	10,925	4,500	24.4%	(58.8%)	(35.8%)	2,634	1,866	58.5%	4,500	-	-%	4,500	-	-
LANDSCAPE MATERIALS & SUPPLIES	54106	32,856	30,151	44,680	30,493	(2.5%)	31.2%	14.5%	11,625	28,375	29.1%	40,000	-	-%	40,000	-	-
SUPPLIES-PARKS/RECREATION	54107	-	(2,794)	(1,108)	-	-%	-%	-%	21,487	(21,487)	-%	-	-	-%	-	-	-
VEHICLE GASOLINE	54111	26,205	28,839	43,840	40,329	15.5%	4.1%	2.1%	20,997	21,003	50.0%	42,000	-	-%	42,000	-	-
UNIFORMS	54115	6,956	6,335	8,004	4,674	(12.4%)	71.2%	30.8%	4,578	3,422	57.2%	8,000	-	-%	8,000	-	-
SMALL EQUIPMENT	54500	2,669	2,207	853	576	(40.0%)	421.0%	128.3%	1,033	1,967	34.4%	3,000	-	-%	3,000	-	-
SUPPLIES	74,358	70,172	103,633	92,243	97,500	7.4%	5.7%	2.8%	62,354	35,146	64.0%	97,500	-	-%	97,500	-	-
PARKS EXPENSES	10651002	150,422	174,902	235,967	204,254	10.7%	(3.1%)	(1.5%)	121,729	76,271	61.5%	198,000	-	-%	198,000	-	-
TOTAL: PARKS	6510	530,673	570,470	635,615	582,476	3.8%	3.2%	7.4%	347,454	253,741	57.8%	672,433	71,238	11.8%	672,433	-	-

DCFH-1

**Town of Wayland**  
**Fiscal 2015 Schedule of Appropriation**  
**By Department - Org - Category - Object**  
 Report 104

By Department - Org - Category - Object																	
DEPARTMENT - ORG - CATEGORY - OBJECT	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
	EXPENSE HISTORY				AVERAGE ANNUAL PERCENTAGE CHANGE				CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A - FY13A - FY14B - FY2015B			FY14thru Remaining Budget	Percent Expended		FY2015 Level 1	\$\$\$ Inc(Dec)	% Inc(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3
SALARIES	51001	-	267,293	248,997	222,254	-%	(10.7%)	(4.2%)	81,334	140,920	36.6%	228,719	6,465	2.9%	228,719	-	-
FRINGE BENEFITS-INDIRECTS	51018	-	67,000	67,000	92,202	-%	37.6%	17.0%	-	92,202	-%	91,645	(517)	(0.6%)	91,645	-	-
PERSONNEL SERVICES	-	-	334,293	315,997	314,456	-%	(0.3%)	0.7%	81,334	233,122	25.9%	320,364	5,908	1.9%	320,364	-	-
RECREATION P.S.	10652001	-	334,293	315,997	314,456	-%	(0.5%)	0.7%	81,334	233,122	25.9%	320,364	5,908	1.9%	320,364	-	-
SUPPLIES-PARKS/RECREATION	54107	-	25,000	25,000	-	-%	-	-	-	-	-%	-	-	-%	-	-	-
SUPPLIES	-	-	25,000	25,000	-	-%	(100.0%)	-	-	-	-%	-	-	-%	-	-	-
RECREATION EXPENSES	10652002	-	25,000	25,000	-	-%	(100.0%)	-	-	-	-%	-	-	-%	-	-	-
TOTAL- RECREATION	6520	-	359,293	340,997	314,456	-%	(7.8%)	(3.1%)	81,334	233,122	25.9%	320,364	5,908	1.9%	320,364	-	-
SALARIES	51001	18,217	-	-	-	(100.0%)	-%	-%	-	-	-%	-	-	-%	-	-	-
PERSONNEL SERVICES	-	18,217	-	-	-	-%	-%	-%	-	-	-%	-	-	-%	-	-	-
POOL PERSONNEL SERVICES	10653001	18,217	-	-	-	-%	-%	-%	-	-	-%	-	-	-%	-	-	-
SUPPLIES	54100	7,309	-	-	-	(100.0%)	-%	-%	-	-	-%	-	-	-%	-	-	-
SUPPLIES	-	7,309	-	-	-	-%	-%	-%	-	-	-%	-	-	-%	-	-	-
POOL EXPENSES	10653002	7,309	-	-	-	-%	-%	-%	-	-	-%	-	-	-%	-	-	-
TOTAL- POOL	6530	25,527	-	-	-	-%	-%	-%	-	-	-%	-	-	-%	-	-	-
TOTAL OPERATING	12,848,327	13,925,735	13,393,695	13,850,521	14,386,345	2.5%	3.9%	2.5%	6,298,943	8,087,402	43.8%	14,555,261	168,916	1.2%	14,555,261	-	-
LONG TERM DEBT-PRINCIPAL	59100	3,382,250	3,912,250	5,293,663	5,078,500	16.1%	(4.1%)	0.8%	470,000	4,608,500	9.3%	5,375,084	296,584	5.8%	5,375,084	-	-
LONG TERM DEBT-INTEREST	59150	786,113	968,395	2,362,286	2,270,446	42.1%	0.6%	5.4%	1,037,287	1,233,159	45.7%	2,509,236	238,790	10.5%	2,509,236	-	-
INT ON TEMPORARY LOANS	59160	76,501	130,686	38,435	87,097	4.4%	(100.0%)	14.9%	-	1	-%	115,000	114,999	0.0%	115,000	-	-
DEBT SERVICE	4,244,864	5,011,331	7,730,470	7,637,938	7,348,947	21.6%	(3.8%)	2.3%	1,507,287	5,841,660	20.5%	7,999,321	650,374	8.8%	7,999,321	-	-
DEBT EXPENSES	10711002	4,244,864	5,011,331	7,730,470	7,637,938	21.6%	(3.8%)	2.3%	1,507,287	5,841,660	20.5%	7,999,321	650,374	8.8%	7,999,321	-	-
TOTAL- DEBT	7110	4,244,864	5,011,331	7,730,470	7,637,938	21.6%	(3.8%)	2.3%	1,507,287	5,841,660	20.5%	7,999,321	650,374	8.8%	7,999,321	-	-

DRAFT-1

Town of Wayland  
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DEPARTMENT - ORG - CATEGORY - OBJECT	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE				CURRENT YEAR TO DATE EXPENDITURES				NEXT YEAR BUDGET REQUEST				NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY13A - FY14B	FY13A - FY2015B		FY14thu Budget	Remaining Budget	Percent Expended		FY2015 Level 1	\$\$\$ Inc/(Dec)	% Inc/(Dec)		FY2015 Level 1	FY2015 Level 2	FY2015 Level 3
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)			
AIR POLLUTION	56101	4,935	5,041	5,209	5,274	5,377	2.2%	2.0%	-	5,377	-	-	(5,377)	(100.0%)	-	-	-	-	-	-
METRO AREA PLANNING COUNCIL	56102	3,863	3,918	4,109	4,094	4,196	2.0%	2.5%	-	4,196	-	-	(4,196)	(100.0%)	-	-	-	-	-	-
RMV NON-RENEWAL	56103	4,660	4,900	4,580	5,220	5,220	3.9%	-	-	5,220	-	-	(5,220)	(100.0%)	-	-	-	-	-	-
MBTA	56104	76,966	65,941	67,299	67,422	66,507	(4.3%)	(1.4%)	-	66,507	-	-	(66,507)	(100.0%)	-	-	-	-	-	-
SPECIAL ED	56105	-	-	-	11,220	10,938	(2.5%)	-	-	10,938	-	-	(10,938)	(100.0%)	-	-	-	-	-	-
SCHOOL CHOICE ASSESSMENT	56106	5,000	5,000	2,750	16,662	16,800	49.4%	0.8%	-	16,800	-	-	(16,800)	(100.0%)	-	-	-	-	-	-
CHARTER SCHOOL ASSESSMENT	56107	90,310	85,164	90,867	58,371	31,084	(13.5%)	(46.7%)	-	31,084	-	-	(31,084)	(100.0%)	-	-	-	-	-	-
REGIONAL TRANSIT AUTHORITY	56108	5,948	16,280	16,687	17,104	18,690	42.2%	9.3%	-	18,690	-	-	(18,690)	(100.0%)	-	-	-	-	-	-
INTERGOVERNMENTAL	191,682	186,244	191,501	185,367	158,812	(1.1%)	(14.3%)	-	-	158,812	-	-	(158,812)	(100.0%)	-	-	-	-	-	-
STATE ASSESSMENTS EXP	108,20000	191,682	186,244	191,501	185,367	158,812	(1.1%)	(14.3%)	-	-	158,812	-	-	(158,812)	(100.0%)	-	-	-	-	-
TOTAL: STATE ASSESSMENTS & CHARGES	8200	191,682	186,244	191,501	185,367	158,812	(1.1%)	(14.3%)	-	-	158,812	-	-	(158,812)	(100.0%)	-	-	-	-	-
RETIREMENT ASSESSMENT	51965	3,005,975	3,140,204	3,420,633	3,171,056	3,507,480	1.8%	10.6%	8.6%	3,507,480	-	100.0%	3,740,468	232,988	6.6%	3,740,468	-	-	-	-
PERSONNEL SERVICES	10911002	3,005,975	3,140,204	3,420,633	3,171,056	3,507,480	1.8%	10.6%	8.6%	3,507,480	-	100.0%	3,740,468	232,988	6.6%	3,740,468	-	-	-	-
RETIREMENT ASSESSMENT P S	10911002	3,005,975	3,140,204	3,420,633	3,171,056	3,507,480	1.8%	10.6%	8.6%	3,507,480	-	100.0%	3,740,468	232,988	6.6%	3,740,468	-	-	-	-
TOTAL: RETIREMENT ASSESSMENT	9110	3,005,975	3,140,204	3,420,633	3,171,056	3,507,480	1.8%	10.6%	8.6%	3,507,480	-	100.0%	3,740,468	232,988	6.6%	3,740,468	-	-	-	-
INSURANCE GENERAL	51901	668,655	670,299	611,296	517,583	615,000	(8.2%)	18.8%	9.0%	481,937	133,063	78.4%	-	615,000	-	-	-	-	-	-
INSURANCE 32B	51903	6,795,662	7,348,140	6,652,029	4,878,351	6,477,859	(10.5%)	32.8%	-	2,996,296	3,481,563	46.3%	-	560,000	(6,477,859)	(100.0%)	-	-	-	-
MEDICARE	51907	483,780	488,739	522,797	545,171	560,000	4.1%	2.7%	1.4%	2,071,798	332,202	37.1%	-	125,000	-	-	-	-	-	-
UNEMPLOYMENT	51908	125,192	159,239	103,175	32,578	125,000	(36.2%)	283.7%	95.9%	20,957	104,043	16.8%	-	19,000	-	-	-	-	-	-
NON-CONTRIBUTORY RETIREMENT	51909	16,731	17,091	17,451	17,871	19,000	2.2%	3.1%	3.1%	7,590	11,410	39.9%	-	15,000	-	-	-	-	-	-
POLICE/FIRE DISABILITY	51910	2,196	9,119	4,022	5,907	15,000	39.1%	134.0%	59.4%	1,265	13,735	8.4%	-	8,000	(705,000)	(100.0%)	-	-	-	-
RESERVE FOR SAL ADJUSTMENTS	51912	-	-	-	-	705,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OCCUPATIONAL HEALTH	51916	3,182	2,953	5,018	4,086	8,000	8.7%	95.8%	39.9%	2,032	5,968	25.4%	-	53,000	-	-	-	-	-	-
RETIREMENT/BUYBACK	51920	-	-	-	-	53,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PERSONNEL SERVICES	8,095,398	8,695,579	7,915,788	6,001,546	8,577,859	(9.5%)	42.9%	(51.8%)	3,711,874	4,859,985	43.3%	1,395,000	(7,182,859)	(83.7%)	1,395,000	-	-	-	-	-
TOWN MEETING	52138	14,519	46,959	107,654	78,294	90,000	75.8%	15.0%	7.2%	28,176	61,824	31.3%	-	90,000	-	-	-	-	-	-

Town of Wayland  
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By Department - Org - Category - Object																	
DEPARTMENT - ORG - CATEGORY - OBJECT	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
	EXPENSE HISTORY					AVERAGE ANNUAL PERCENTAGE CHANGE			CURRENT YEAR TO DATE EXPENDITURES			NEXT YEAR BUDGET REQUEST			NEXT YEAR BUDGET ALL LEVELS		
	FY10 Actual	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Budget	FY10A - FY13A	FY14B FY2015B	FY14thru Budget	Remaining Budget	Percent Expended	FY2015 Level 1	\$\$\$ Inc/(Dec)	% Inc/(Dec)	FY2015 Level 1	FY2015 Level 2	FY2015 Level 3	
PURCHASE OF SERVICES	14,519	46,959	107,654	78,294	90,000	75.4%	15.0%	7.2%	28,176	61,824	31.3%	90,000	-	-	90,000	-	-
STREET LIGHTING	53109	126,917	127,968	116,514	116,328	(2.9%)	11.8%	5.7%	38,610	91,390	29.7%	130,000	-	-	130,000	-	-
UTILITIES	126,917	127,968	116,514	116,328	130,000	(2.9%)	11.8%	5.7%	38,610	91,390	29.7%	130,000	-	-	130,000	-	-
RESERVE FUND	54598	-	-	-	-	-	-	-	-	325,000	-	325,000	-	-	325,000	-	-
SUPPLIES	-	-	-	-	325,000	-	-	-	-	325,000	-	325,000	-	-	325,000	-	-
UNCLASSIFIED EXPENSES	10945002	8,236,834	8,870,505	8,139,957	6,196,168	(9.1%)	47.2%	(44.0%)	3,784,660	5,338,199	41.5%	1,940,000	(7,182,859)	(78.7%)	1,940,000	-	-
TOTAL: UNCLASSIFIED	9450	8,236,834	8,870,505	8,139,957	6,196,168	(9.1%)	47.2%	(44.0%)	3,784,660	5,338,199	41.5%	1,940,000	(7,182,859)	(78.7%)	1,940,000	-	-
TRANSFERS TO CAPITAL-TOWN	59740	120,000	275,000	2,000,000	695,000	79.6%	(43.9%)	-	489,349	(99,349)	125.5%	-	(390,000)	(100.0%)	-	-	-
TRANSFERS TO CAPITAL-SCHOOL	59741	30,000	-	50,000	230,000	97.2%	13.0%	-	260,000	-	100.0%	-	(260,000)	(100.0%)	-	-	-
TRANSFERS TO CAPITAL-WATER FD	59742	-	-	510,000	-	-	-	-	-	-	-	-	-	-	-	-	-
TRANSFERS	150,000	275,000	2,560,000	925,000	650,000	83.4%	(29.7%)	-	749,349	(99,349)	115.3%	-	(650,000)	(100.0%)	-	-	-
TRANSFER TO OTHER FUNDS	10991000	150,000	275,000	2,560,000	925,000	83.4%	(29.7%)	-	749,349	(99,349)	115.3%	-	(650,000)	(100.0%)	-	-	-
TOTAL: TRANSFER TO OTHER FUNDS	9910	150,000	275,000	2,560,000	925,000	83.4%	(29.7%)	-	749,349	(99,349)	115.3%	-	(650,000)	(100.0%)	-	-	-
TOTAL OTHER	15,829,354	17,483,284	22,042,561	18,115,529	20,788,098	4.6%	14.8%	(13.1%)	9,548,716	11,239,322	45.9%	13,679,789	(7,108,309)	(34.2%)	13,679,789	-	-
TOTAL TOWN	28,677,682	31,409,019	35,436,257	31,966,050	35,174,443	3.7%	10.0%	(6.0%)	15,847,719	19,326,724	45.1%	28,235,050	(6,939,393)	(19.7%)	28,235,050	-	-
TOTAL: GENERAL FUND	28,677,682	31,409,019	35,436,257	31,966,050	35,174,443	3.7%	10.0%	(6.0%)	15,847,719	19,326,724	45.1%	28,235,050	(6,939,393)	(19.7%)	28,235,050	-	-
REPORT TOTALS	28,677,682	31,409,019	35,436,257	31,966,050	35,174,443	3.7%	10.0%	(6.0%)	15,847,719	19,326,724	45.1%	28,235,050	(6,939,393)	(19.7%)	28,235,050	-	-



## Fiscal 2015 thru Fiscal 2019 DEPARTMENTAL CAPITAL PLAN

	2015	2016	2017	2018	2019
<b>ASSESSOR</b>					
Equipment	-	-	-	-	-
Vehicle	-	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Other	-	-	-	-	-
Subtotal	-	-	-	-	-
<b>INFORMATION TECHNOLOGY</b>					
Equipment	-	-	-	-	-
Vehicle	-	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Other	50,000.00	75,000.00	-	-	-
Subtotal	50,000.00	75,000.00	-	-	-
<b>CONSERVATION</b>					
Equipment	-	-	45,000.00	-	-
Vehicle	-	-	-	-	-
Land / Improvements	711,800.00	700,000.00	500,000.00	500,000.00	500,000.00
Building Renovations	-	-	-	-	-
Infrastructure	-	100,000.00	50,000.00	200,000.00	-
Other	-	-	-	-	-
Subtotal	711,800.00	800,000.00	595,000.00	700,000.00	500,000.00
<b>TOWN SURVEYOR</b>					
Equipment	-	-	-	-	-
Vehicle	-	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Other	-	-	-	-	-
Subtotal	-	-	-	-	-
<b>FACILITIES</b>					
Equipment	-	-	-	-	-
Vehicle	-	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	5,540,876.00	1,820,000.00	455,000.00	-	-
New construction	-	1,200,000.00	14,500,000.00	14,401,955.00	-
Other	-	-	-	-	-
Subtotal	5,540,876.00	3,020,000.00	14,955,000.00	14,401,955.00	-
<b>POLICE</b>					
Equipment	-	-	30,000.00	-	-
Vehicle	-	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Other	-	-	-	-	-
Subtotal	-	-	30,000.00	-	-

	2015	2016	2017	2018	2019
<b>JCC</b>					
Equipment	-	75,000.00	-	-	-
Vehicle	-	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Other	-	-	-	-	-
Subtotal	-	75,000.00	-	-	-
<b>FIRE</b>					
Equipment	25,000.00	48,000.00			
Vehicle	125,000.00	55,000.00	1,035,000.00	395,000.00	60,000.00
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Other	-	-	-	-	-
Subtotal	150,000.00	103,000.00	1,035,000.00	395,000.00	60,000.00
<b>BUILDING &amp; ZONING</b>					
Equipment	-	-	-	-	-
Vehicle	35,000.00	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Other	-	-	-	-	-
Subtotal	35,000.00	-	-	-	-
<b>DPW</b>					
Equipment	460,000.00	410,000.00	635,000.00	550,000.00	550,000.00
Vehicle	-	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Infrastructure	1,425,000.00	450,000.00	350,000.00	300,000.00	300,000.00
Other	-	-	-	-	-
Subtotal	1,885,000.00	860,000.00	985,000.00	850,000.00	850,000.00
<b>BOARD OF HEALTH</b>					
Equipment	-	-	-	-	-
Vehicle	-	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Other	-	-	-	-	-
Subtotal	-	-	-	-	-
<b>COUNCIL ON AGING</b>					
Equipment	-	-	-	-	-
Vehicle	-	-	-	-	-
Land / Improvements	-	-	-	-	-
Building Renovations	-	-	-	-	-
Other	-	-	-	-	-
Subtotal	-	-	-	-	-

		2015	2016	2017	2018	2019
<b>LIBRARY</b>						
	Equipment	-	-	-	-	-
	Vehicle	-	-	-	-	-
	Land / Improvements	-	-	-	-	-
	Building Renovations	-	-	-	-	-
	Other	-	-	-	-	-
	<b>Subtotal</b>	-	-	-	-	-
<b>RECREATION</b>						
	Equipment	-	-	-	-	-
	Vehicle	-	-	-	-	-
	Land / Improvements	75,000.00	1,210,000.00	1,595,000.00	225,000.00	1,761,057.00
	Building Renovations	-	-	-	-	-
	Other	-	-	-	-	-
	<b>Subtotal</b>	75,000.00	1,210,000.00	1,595,000.00	225,000.00	1,761,057.00
<b>SCHOOL</b>						
	Equipment	125,000.00	95,000.00	85,000.00	35,000.00	35,000.00
	Vehicle	-	-	-	-	-
	Land / Improvements	55,000.00	-	-	-	-
	Building Renovations	947,400.00	2,164,810.00	-	-	-
	Other	-	-	-	-	-
	<b>Subtotal</b>	1,127,400.00	2,259,810.00	85,000.00	35,000.00	35,000.00
<b>SUBTOTAL GENERAL FUND</b>		<b>9,575,076.00</b>	<b>8,402,810.00</b>	<b>19,280,000.00</b>	<b>16,606,955.00</b>	<b>3,206,057.00</b>
<b>WATER FUND</b>						
	Equipment	880,000.00	200,000.00	200,000.00	-	1,000,000.00
	Vehicle	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
	Land / Improvements	-	-	-	-	-
	Building Renovations	1,000,000.00	50,000.00	90,000.00	-	-
	Other	-	-	-	-	-
	Infrastructure	700,000.00	850,000.00	500,000.00	500,000.00	500,000.00
	<b>Subtotal</b>	2,655,000.00	1,175,000.00	865,000.00	575,000.00	1,575,000.00
<b>WASTEWATER FUND</b>						
	Equipment	-	-	-	-	-
	Vehicle	-	-	-	-	-
	Land / Improvements	-	-	-	-	-
	Building Renovations	-	-	-	-	-
	Other	-	-	-	-	-
	<b>Subtotal</b>	-	-	-	-	-
<b>SUBTOTAL ENTERPRISE FUNDS</b>		<b>2,655,000.00</b>	<b>1,175,000.00</b>	<b>865,000.00</b>	<b>575,000.00</b>	<b>1,575,000.00</b>
<b>SUBTOTAL ALL FUNDS</b>		<b>12,230,076.00</b>	<b>9,577,810.00</b>	<b>20,145,000.00</b>	<b>17,181,955.00</b>	<b>4,781,057.00</b>

## FISCAL 2015 CAPITAL BUDGET REQUESTS

## GENERAL FUND

			Capital
Department	Type	Description	Budget
Facilities	Building repair	TB exterior painting & repairs	70,000.00
Facilities	Building repair	TB window replacement design	100,000.00
Facilities	Building repair	TB mechanical / electrical improvement	80,000.00
Facilities	Building repair	Renovate existing DPW building.	2,500,000.00
Facilities	Building repair	Public Safety Building phone system	35,000.00
Facilities	Building repair	Station 2 Tight Tank installation	40,000.00
Facilities	Building repair	Town wide energy , electical and mechanical upgrades.	2,715,876.00
DPW	Infrastructure	Town wide road reconstruction	300,000.00
DPW	Infrastructure	Cemetery expansion	200,000.00
DPW	Infrastructure	Parkland / Charles	75,000.00
DPW	Infrastructure	Transfer Station Road	700,000.00
DPW	Infrastructure	Culvert repairs	100,000.00
DPW	Infrastructure	Transfer Station upgrade	50,000.00
DPW	Equipment	Heavy Equipment / Bobcat	60,000.00
DPW	Equipment	Heavy Trucks / H-16 Dump Truck	200,000.00
DPW	Equipment	Heavy Trucks / H-19 Dump Truck	200,000.00
Fire	Vehicle	Brush truck upgrade	125,000.00
Fire	Equipment	Boat, trailer and motor	25,000.00
Recreation	Land	Field improvements	75,000.00
Building Dept.	Vehicle	Department vehicle	35,000.00
IT Dept.	Misc.	Document Management	50,000.00
Conservation	Land	Land acquisition / open space / Pine Brook and Plain Road	681,800.00
Conservation	Land	Conservation Land	30,000.00
School- Claypit	Equipment	Furniture replacement	35,000.00
School- Happy Hollow	Equipment	Furniture replacement	35,000.00
School- Claypit	Equipment	Intercom system	30,000.00
School-Middle	Equipment	Furniture replacement	25,000.00
School- Claypit	Building repair	Floor Tile replacement	36,000.00
School-Loker	Building repair	Door and Window replacement	95,000.00
School- Claypit	Building repair	Door and Window replacement	100,000.00
School- Loker	Building repair	Floor Tile replacement	100,000.00
School-Happy Hollow	Building repair	Renovation of Art Room	20,000.00
School- Loker	Building repair	Kitchen / Café Renovation	211,400.00
School-Middle	Building repair	Security Improvement	65,000.00
School-Middle	Building repair	Window replacement	250,000.00
School-Middle	Building repair	A/C Improvements	70,000.00
School-Loker	Land Improvement	Playground replacement	55,000.00

Total General Fund

9,575,076.00

## WATER FUND

Department	Type	Description	Budget
Water Dept.	Building repair	Pump station upgrade	1,000,000.00
Water Dept.	Vehicles	Vehicles	75,000.00
Water Dept.	Infrastructure	Water main replacement projects	700,000.00
Water Dept.	Equipment	Water meter radio	800,000.00
Water Dept.	Equipment	Billing software	80,000.00

Total Water Fund

2,655,000.00

Total Fiscal 2015 requested budget

12,230,076.00

TOWN OF WAYLAND  
CIP PLAN SUMMARY

## SUMMARY BY DEPARTMENT

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Year 1-5 Totals
<b>GENERAL FUND:</b>						
ASSESSORS	-	-	-	-	-	-
INFORMATION TECHNOLOGY	50,000.00	75,000.00	-	-	-	125,000.00
CONSERVATION	711,800.00	800,000.00	595,000.00	700,000.00	500,000.00	3,306,800.00
TOWN SURVEYOR	-	-	-	-	-	-
FACILITIES	5,540,876.00	3,020,000.00	14,955,000.00	14,401,955.00	-	37,917,831.00
POLICE	-	-	30,000.00	-	-	30,000.00
JCC	-	75,000.00	-	-	-	75,000.00
FIRE	150,000.00	103,000.00	1,035,000.00	395,000.00	60,000.00	1,743,000.00
BUILDING & ZONING	35,000.00	-	-	-	-	35,000.00
DPW	1,885,000.00	860,000.00	985,000.00	850,000.00	850,000.00	5,430,000.00
BOARD OF HEALTH	-	-	-	-	-	-
COUNCIL ON AGING	-	-	-	-	-	-
LIBRARY	-	-	-	-	-	-
RECREATION	75,000.00	1,210,000.00	1,595,000.00	225,000.00	1,761,057.00	4,866,057.00
Sub-total	8,447,676.00	6,143,000.00	19,195,000.00	16,571,955.00	3,171,057.00	53,528,688.00
<b>SCHOOL:</b>	1,127,400.00	2,259,810.00	85,000.00	-	-	3,472,210.00
Total General Fund	9,575,076.00	8,402,810.00	19,280,000.00	16,571,955.00	3,171,057.00	57,000,898.00
<b>ENTERPRISE FUNDS</b>						
WATER FUND	2,655,000.00	1,175,000.00	865,000.00	575,000.00	1,575,000.00	6,845,000.00
WASTEWATER FUND	-	-	-	-	-	-
Sub-total	2,655,000.00	1,175,000.00	865,000.00	575,000.00	1,575,000.00	6,845,000.00
Grand total	12,230,076.00	9,577,810.00	20,145,000.00	17,146,955.00	4,746,057.00	63,845,898.00

## 5-YEAR CAPITAL BUDGET PLAN BY CATEGORY

SUMMARY BY TYPE  
GENERAL FUND ONLY

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Year 1-5 Totals
NEW CONSTRUCTION / RENOVATION	-	1,200,000.00	14,500,000.00	14,401,955.00	-	30,101,955.00
EQUIPMENT	610,000.00	628,000.00	795,000.00	585,000.00	585,000.00	3,203,000.00
VEHICLE	160,000.00	55,000.00	1,035,000.00	395,000.00	60,000.00	1,705,000.00
LAND / LAND IMPROVEMENT	841,800.00	1,910,000.00	2,095,000.00	725,000.00	2,261,057.00	7,832,857.00
BUILDING REPAIR	6,488,276.00	3,984,810.00	455,000.00	-	-	10,928,086.00
INFRASTRUCTURE	1,425,000.00	550,000.00	400,000.00	500,000.00	300,000.00	3,175,000.00
OTHER-	50,000.00	75,000.00	-	-	-	125,000.00
Sub-total	9,575,076.00	8,402,810.00	19,280,000.00	16,606,955.00	3,206,057.00	57,070,898.00

SUMMARY BY TYPE  
ENTERPRISE FUNDS ONLY

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Year 1-5 Totals
NEW CONSTRUCTION / RENOVATION	-	-	-	-	-	-
EQUIPMENT	880,000.00	200,000.00	200,000.00	-	1,000,000.00	2,280,000.00
VEHICLE	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	375,000.00
LAND / LAND IMPROVEMENT	-	-	-	-	-	-
BUILDING REPAIR	1,000,000.00	50,000.00	90,000.00	-	-	1,140,000.00
INFRASTRUCTURE	700,000.00	850,000.00	500,000.00	500,000.00	500,000.00	3,050,000.00
OTHER-	-	-	-	-	-	-
Sub-total	2,655,000.00	1,175,000.00	865,000.00	575,000.00	1,575,000.00	6,845,000.00

SUMMARY BY TYPE  
COMBINED

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Year 1-5 Totals
NEW CONSTRUCTION / RENOVATION	-	1,200,000.00	14,500,000.00	14,401,955.00	-	30,101,955.00
EQUIPMENT	1,490,000.00	828,000.00	995,000.00	585,000.00	1,585,000.00	5,483,000.00
VEHICLE	235,000.00	130,000.00	1,110,000.00	470,000.00	135,000.00	2,080,000.00
LAND / LAND IMPROVEMENT	841,800.00	1,910,000.00	2,095,000.00	725,000.00	2,261,057.00	7,832,857.00
BUILDING REPAIR	7,488,276.00	4,034,810.00	545,000.00	-	-	12,068,086.00
INFRASTRUCTURE	2,125,000.00	1,400,000.00	900,000.00	1,000,000.00	800,000.00	6,225,000.00
OTHER-	50,000.00	75,000.00	-	-	-	125,000.00
Sub-total	12,230,076.00	9,577,810.00	20,145,000.00	17,181,955.00	4,781,057.00	63,915,898.00

Department	Projected Description / Acquisition	Category	FY 15	FY 16	FY 17	FY 18	FY 19
DPW	Town wide road reconstruction	Infrastructure	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00
DPW	Cemetery expansion	Infrastructure	200,000.00	50,000.00	50,000.00	-	-
DPW	Parkland / Charles	Infrastructure	75,000.00	-	-	-	-
DPW	Transfer Station Road	Infrastructure	700,000.00	100,000.00	-	-	-
DPW	Culvert repairs	Infrastructure	100,000.00	-	-	-	-
DPW	Transfer Station upgrade	Infrastructure	50,000.00	-	-	-	-
DPW	Heavy Equipment	Equipment	60,000.00	80,000.00	240,000.00	150,000.00	150,000.00
DPW	Heavy Trucks	Equipment	200,000.00	200,000.00	220,000.00	220,000.00	220,000.00
DPW	Heavy Trucks	Equipment	200,000.00	-	-	-	-
DPW	Light Trucks	Equipment	-	70,000.00	70,000.00	75,000.00	75,000.00
DPW	Light Trucks	Equipment	-	-	-	75,000.00	75,000.00
DPW	Small Equipment	Equipment	-	60,000.00	30,000.00	30,000.00	30,000.00
DPW	Compactor replacement	Equipment	-	-	40,000.00	-	-
DPW	Artificial turf aerator	Equipment	-	-	35,000.00	-	-
Conservation	Land acquisition / open space	Land	681,800.00	700,000.00	500,000.00	500,000.00	500,000.00
Conservation	Conservation Land	Land	30,000.00	-	-	-	-
Conservation	Tractor, brush hog, mower and plow	Equipment	-	-	45,000.00	-	-
Conservation	Rice road / Snake Brook earthen dam repairs	Infrastructure	-	100,000.00	50,000.00	200,000.00	-
Police	Radios	Equipment	-	-	30,000.00	-	-
JCC Dept.	Repeater Replacement	Equipment	-	75,000.00	-	-	-
Facilities	T8 exterior painting & repairs	Building repair	70,000.00	-	-	-	-
Facilities	T8 window replacement design	Building repair	100,000.00	-	-	-	-
Facilities	T8 window replacement design	Building repair	-	950,000.00	-	-	-
Facilities	T8 mechanical / electrical improvement	Building repair	80,000.00	-	-	-	-
Facilities	T8 mechanical / electrical improvement	Building repair	-	750,000.00	-	-	-
Facilities	Reno to 195 main	Building repair	2,500,000.00	-	-	-	-
Facilities	PSB phone system	Building repair	35,000.00	-	-	-	-
Facilities	Library septic system	Building repair	-	70,000.00	-	-	-
Facilities	Library Mech / energy upgrade	Building repair	-	50,000.00	-	-	-
Facilities	Library Mech / energy upgrade	Building repair	-	-	455,000.00	-	-
Facilities	Station 2 Tight Tank	Building repair	40,000.00	-	-	-	-
Facilities	Town wide energy service contract	Building repair	2,715,876.00	-	-	-	-
Facilities	New DPW facility	New construction	-	-	-	14,401,955.00	-
Facilities	New combined Library / COA	New construction	-	1,200,000.00	-	-	-
Facilities	New combined Library / COA	New construction	-	-	14,500,000.00	-	-
IT Dept.	Document Management	Misc.	50,000.00	75,000.00	-	-	-
Building Dept.	Vehicle	Vehicle	35,000.00	-	-	-	-
Fire	Brush truck upgrade	Vehicle	125,000.00	-	-	-	-
Fire	Duty Officers vehicle	Vehicle	-	48,000.00	-	-	-
Fire	Ladder truck / 1,250 gpm pumper	Vehicle	-	55,000.00	1,035,000.00	-	-
Fire	Pumper	Vehicle	-	-	-	395,000.00	-
Fire	Chief's vehicle	Vehicle	-	-	-	-	60,000.00
Fire	Utility truck upgrade	Equipment	-	-	-	-	-
Fire	Boat, trailer and motor	Equipment	25,000.00	-	-	-	-
Fire	Breathing apparatus bottles ( 48 units )	Equipment	-	-	-	-	-
Recreation	Capital field maintenance	Land Imp	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
Recreation	Loker Recreation area	Land Imp	-	985,000.00	-	-	-
Recreation	DPW site turf field design	Land Imp	-	150,000.00	-	-	-
Recreation	DPW site turf field construction	Land Imp	-	-	1,520,000.00	-	-
Recreation	Splash pad for Wayland Beach	Land Imp	-	-	-	-	200,000.00
Recreation	Greenways ( municipal portion ) design	Infrastructure	-	-	-	150,000.00	1,486,057.00
School- Claypit	Furniture replacement	Equipment	35,000.00	35,000.00	25,000.00	-	-
School- Happy Hollow	Furniture replacement	Equipment	35,000.00	35,000.00	25,000.00	-	-
School- Claypit	Intercom system	Equipment	30,000.00	-	-	-	-
School-Middle	Furniture replacement	Equipment	25,000.00	25,000.00	35,000.00	35,000.00	35,000.00
School- Claypit	Floor Tile replacement	Building repair	36,000.00	-	-	-	-
School-Loker	Door and Window replacement	Building repair	95,000.00	859,810.00	-	-	-
School- Claypit	Door and Window replacement	Building repair	100,000.00	1,010,000.00	-	-	-
School- Loker	Floor Tile replacement	Building repair	100,000.00	115,000.00	-	-	-
School-Happy Hollow	Renovation of Art Room	Building repair	20,000.00	180,000.00	-	-	-
School- Loker	Kitchen / Café Renovation	Building repair	211,400.00	-	-	-	-
School-Middle	Security Improvement	Building repair	65,000.00	-	-	-	-
School-Middle	Window replacement	Building repair	250,000.00	-	-	-	-
School-Middle	A/C Improvements	Building repair	70,000.00	-	-	-	-
School-Loker	Playground replacement	Land Improvement	55,000.00	-	-	-	-
Water Fund	Pump station upgrade	Building repair	1,000,000.00	50,000.00	50,000.00	-	-
Water Fund	Reeves Hill water tank cleaning	Building repair	-	-	40,000.00	-	-
Water Fund	Vehicles	Vehicles	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
Water Fund	Water main replacement projects	Infrastructure	700,000.00	500,000.00	500,000.00	500,000.00	500,000.00
Water Fund	Access road HH	Infrastructure	-	350,000.00	-	-	-
Water Fund	Water meter radio	Equipment	800,000.00	-	-	-	-
Water Fund	Billing software	Equipment	80,000.00	-	-	-	-
Water Fund	Meter replacements	Equipment	-	200,000.00	200,000.00	-	-
Water Fund	Replace filters media	Equipment	-	-	-	-	1,000,000.00
sub-total			12,230,076.00	9,577,810.00	20,145,000.00	17,181,955.00	4,781,057.00

W-5



## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

**CAPITAL IMPROVEMENT PROGRAM (CIP)**  
**CAPITAL APPROPRIATION REQUEST**  
**FY15 - FY19 (FIVE YEARS)**

## PROJECT INFO:

SOFTWARE WATER BILLING	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

The current program that we have for billing is not a water billing program. It is very difficult to work with and costs a significant number of labor hours. We are proposing to replace our billing software with something that is more efficient and easier to work with.

## PROJECT JUSTIFICATION:

This is to improve customer service and to reduce the manhours spent processing billings.

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT							\$ -	
5. OTHER	0	80,000					\$ 80,000	
TOTAL	\$ -	\$ 80,000	\$ -	\$ -		\$ -	\$ 80,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?	x		this should streamline our billing process.
4. Will this Capital Request impact personnel?		x	

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital			
2. CPA Funds			
3. Grants or Gifts			
4. Other	x		Water enterprise fund





## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

CAPITAL APPROPRIATION REQUEST  
FY15 - FY19 (FIVE YEARS)

## PROJECT INFO:

Purchase of Land.	Yes
<i>Project Title</i>	<i>Included In Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

Conservation Commission	A. Irwin, Chair or B. Monahan, Conservation Adm.
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

Conservation Commission bmonahan@wayland.ma.us	10/24/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

Land Acquisition - Forty Acre Drive, three parcels abutting Pine Brook Conservation Area and Plain Road - two lots have been identified that abut the Lower Mill Brook Conservation Area and the amount requested is based upon the higher value from the Assessor's records.
---

## PROJECT JUSTIFICATION:

Add to existing Conservation Area
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## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND		681,800					\$ -	
3. CONSTRUCTION								
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL			\$ -	\$ -	\$ -	\$ -		

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	Will use existing funding for seasonal staff and volunteer's as needed

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital			
2. CPA Funds	XX		Once appraisal is complete will meet with CPC seeking support to use CPC funds.
3. Grants or Gifts			
4. Other			



## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

CAPITAL APPROPRIATION REQUEST  
FY15 - FY19 (FIVE YEARS)

## PROJECT INFO:

Conservation Infrastructure	No
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

Conservation Commission	A. Irwin, Chair or B. Monahan, Cons. Adm.
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

Conservation Commission	10/24/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

<p>Heavy to prepare specifications and then implement repairs to Conservation areas specifically work at Heard Road to improve drainage and the existing parking lot. The end of Heard Road Road, large dirt turn and the Commission regularly requires regarding to make access to the parking lot less impact. In addition there was localized flooding that may have been attributed to a drain line that is buried in the east of Heard Road and this will be cleared out and upgraded. Some work is also proposed at the Lake Conservation and Recreation Area to improve visibility for the equestrian system.</p>
--

## PROJECT JUSTIFICATION:

<p>Work is done infrequently, repeatedly, and does not appear to result in any permanent solution to the problem. Goals address the drainage, limit access at Heard Road. Seeking long-term solution to continual problem.</p>
--

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	xxx	

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN		10,000					\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		20,000					\$ -	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL		\$ 30,000	\$ -	\$ -	\$ -	\$ -		

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		xx	
2. Will this Capital Request <u>Increase</u> operating costs?		xx	
3. Will this Capital Request <u>Decrease</u> operating costs?		xx	The intent is to decrease the current maintenance requirements at the parking lot.
4. Will this Capital Request impact personnel?		xxx	

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	xxx		Is a Capital item request to be funded by traditional means.
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

## PROJECT INFO:

Landfill Road Upgrades	yes/no
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

The Board of Public Works/ Chairmen Tom Abdella	4-Nov-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

The DPW has been tasked to upgrade the entrance road to the transfer station by agreement from 2013 town meeting. This project was originally part of the DPW facility but has been removed from that project. The work requires new drainage culverts, 5 animal crossing, repaving the existing roadway, removal of the old salt shed, regrading the old compost area, and some general site work.
---

## PROJECT JUSTIFICATION:

This project is required as part of the order of condition issued by the Conservation Commission as part of the land transfer voted at last year Town Meeting
---

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		700,000	100,000				\$ 800,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 700,000	\$ 100,000	\$ -	\$ -		\$ 800,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?		X	
4. Will this Capital Request impact personnel?		X	

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

**CAPITAL IMPROVEMENT PROGRAM (CIP)**  
**CAPITAL APPROPRIATION REQUEST**  
**FY15 - FY19 (FIVE YEARS)**

## PROJECT INFO:

Culvert Replacements on Pinebrook Rd and Pelham Island Road	no
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

<p>The two culverts have failed and will need to repair the Pinebrook culvert by slip lining and rebuilding the headwalls and install a new culvert on the town hall entrance.</p>
--

## PROJECT JUSTIFICATION:

<p>These culverts both need immediate attention. The Pinebrook culvert has collapse on the downstream side and we have temporarily fix it but it needs a more permanent solution. We are proposing that we slip line a new pipe inside and rebuild the headwall. The Town hall site will fail with the next flood situation. It is undersized and dilapidated pipe. We are proposing a small box culvert.</p>
---

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		100,000					\$ 100,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?			
4. Will this Capital Request impact personnel?			

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP)

## CAPITAL APPROPRIATION REQUEST

FY15 - FY19 (FIVE YEARS)

## PROJECT INFO:

Vehicle replacement Bobcat	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

The Board of Public Works/ Chalmers Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

This is a scheduled replacement.

## PROJECT JUSTIFICATION:

This vehicle is a heavy-duty workhorse for the department. We have replaced a couple of bobcats with whacker tractors but we still require one Bobcat for the heavier projects. The salvage value for the trade in is expected to be \$1000 and that funding will be returned to the general fund

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION								
4. EQUIPMENT		60,000					\$ 60,000	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 60,000	\$ -	\$ -	\$ -		\$ 60,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <i>Increase</i> operating costs?		X	
3. Will this Capital Request <i>Decrease</i> operating costs?		X	
4. Will this Capital Request impact personnel?		X	

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP)

### CAPITAL APPROPRIATION REQUEST

FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Replaced H-16 truck Dump Truck with winter package	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

This is a scheduled replacement for vehicle H. --16 this is a full size dump truck with snow and ice package.

**PROJECT JUSTIFICATION:**

This is a schedule replacement. The vehicle that we are replacing is a 1993 for dump truck and very poor condition. We expect less than \$1000 in salvage value which will go to the general fund.

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT		200,000					\$ 200,000	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -		\$ 200,000	

**OPERATIONAL BUDGET IMPACT:**

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?			
4. Will this Capital Request impact personnel?			

**FUNDING SOURCES:**

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



## TOWN OF WAYLAND

41 COCHITUATE ROAD

WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP)

## CAPITAL APPROPRIATION REQUEST

FY15 - FY19 (FIVE YEARS)

## PROJECT INFO:

Replaced H-19 truck Dump Truck with winter package	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

This is a scheduled replacement for vehicle H. --19. this is a full size dump truck with snow and ice package.

## PROJECT JUSTIFICATION:

This is a schedule replacement. The vehicle that we are replacing is a 1999 for dump truck and very poor condition. We expect less than \$1000 in salvage value which will go to the general fund.

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT		200,000					\$ 200,000	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -		\$ 200,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?			
4. Will this Capital Request impact personnel?			

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



## TOWN OF WAYLAND

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**CAPITAL IMPROVEMENT PROGRAM (CIP)**  
**CAPITAL APPROPRIATION REQUEST**  
**FY15 - FY19 (FIVE YEARS)**

## PROJECT INFO:

Infrastructure/Pump Station Upgrades	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

We have multiple building code violations and equipment that needs to be replaced. This year we will constructing a new chemical feed building at the Happy Hollow Site which will be connected to three new wells which are further from the wetlands and river. DEP has mandated that all our pump stations be upgraded with the chemical feed safety controls.
---

## PROJECT JUSTIFICATION:

Happy Hollow Wells are a significant water resource providing 40% of the towns water. The current pump station is in very poor shape. In the 2010 sanitary survey performed by the DEP we were cited for not having the new chemical feed safety equipment. In 2009 the town of Spencer had a chemical malfunction which pumped in a very high amount of potassium hydroxide into their water system. The water system had to be shut down and flushed until all the chemical was removed from the system.
--

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
X		

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		1,000,000	50,000	50,000			\$ 1,100,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 1,000,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 1,100,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital			
2. CPA Funds			
3. Grants or Gifts			
4. Other	x		Water enterprise fund/ Borrowing



W-6



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Equipment/Water Vehicle Replacements	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

This request is for vehicles for the water department. Our plan is to replace one of 10 vehicles every year for 10 years. We intend to replace W-2 this year. W-2 is a Ford 350 and was purchased in 2003. In our most recent vehicle condition report it was listed as poor. In 2016 we will be replacing a Ford Ranger. In 2017 we will be replacing W1 a Chevy 3500 truck. In 2018 we will be replacing W4 a Chevy 3500 truck. These are all scheduled replacements.

**PROJECT JUSTIFICATION:**

We need to replace this vehicle and we need to establish a vehicle replacement program for the water department. We intend to replace our oldest and poorest running vehicles one each year.

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

	Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
A. ALTERNATIVE MEANS TO SATISFY NEEDS			
B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE			X
C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS			
D. OPERATIONAL BUDGET IMPACT		X	
E. PROJECT FEASIBILITY, (READINESS)			

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT		70,000	60,000	75,000	75,000	80,000	\$ 360,000	
5. OTHER	0		80,000				\$ 80,000	
TOTAL	\$ -	\$ 70,000	\$ 140,000	\$ 75,000		\$ 80,000	\$ 440,000	

**OPERATIONAL BUDGET IMPACT:**

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?	x		this should help lower some of our maintenance cost and the water department.
4. Will this Capital Request impact personnel?		x	

**FUNDING SOURCES:**

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital			
2. CPA Funds			
3. Grants or Gifts			
4. Other	x		Water enterprise fund

70,000  
60,000  
75,000

W4



## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

**CAPITAL IMPROVEMENT PROGRAM (CIP)**  
**CAPITAL APPROPRIATION REQUEST**  
**FY15 - FY19 (FIVE YEARS)**

## PROJECT INFO:

Water Main Projects	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

This is a continuation to replace the aging outdated and failing water mains in Wayland.

## PROJECT JUSTIFICATION:

This program is designed to improve the water pipe network / distribution system. Our current focus will be on Route 20 from the Weslin Town Line to Pinebrook Road and Pinebrook Road. A study was completed in 2009 and this area was identified by Tata and Howard as the Town of Wayland's # 1 water main improvement project. Replacing these lines will greatly improve water flow in that immediate area but will also improve the water flow along Old Connecticut Path and Rice Road area. The estimate for the combined project is 1,400,000
--

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS  
B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE  
C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS  
D. OPERATIONAL BUDGET IMPACT  
E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		700,000	500,000	500,000	500,000	500,000	\$ 2,700,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 700,000	\$ 500,000	\$ 500,000	\$ 500,000		\$ 2,700,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <i>increase</i> operating costs?		x	
3. Will this Capital Request <i>Decrease</i> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital			
2. CPA Funds			
3. Grants or Gifts			
4. Other	x		Water enterprise fund

W2



## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

**CAPITAL IMPROVEMENT PROGRAM (CIP)**  
**CAPITAL APPROPRIATION REQUEST**  
**FY15 - FY19 (FIVE YEARS)**

## PROJECT INFO:

Radio Read Meters	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (If required)</i>

## PROJECT DESCRIPTION:

<p>This is a proposal to install a fix radio read water meters system. This proposal is to replace all of the outside touchpads with a radio transmitter. We will install a 35 W receiver/transmitter at Reeves Hill. This receiver will collect all of the radio transmissions from the 2 W radio transmitters 3 to 4 times a day.</p>
---

## PROJECT JUSTIFICATION:

<p>This project will save the taxpayer/ratepayer an estimated hundred \$193,000 per year it will also greatly improve customer service. This project will eliminate the need a full-time meter reader saving approximately \$60,000 a year. It will assist the water department in reducing theft. It will increase conservation of water by helping the water department to detect water losses after the water meter. This will greatly reduce the number and size of water abatements.</p>
---

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS  
B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE  
C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS  
D. OPERATIONAL BUDGET IMPACT  
E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		800,000					\$ 800,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?	X		It should reduce water theft and improve water conservation.
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?	X		this could reduce the need for a water meter reader.
4. Will this Capital Request impact personnel?	X		we may be able to reduce the water staffed by one

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital			
2. CPA Funds			
3. Grants or Gifts			
4. Other	x		Water enterprise fund



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

PROJECT INFO:	Project # 1 - Brush truck and utility truck update/upgrade. (FY15A&B)	Yes
	Project Title	Included in Prior 5 Year Capital Plan? (Y/N)
PROJECT SPONSOR:	Fire Chief Vincent J. Smith (vsmith@wayland.ma.us)	508-358-7951
	Sponsor (Advocate) Name	Contact Information
APPROVING BODY / VOTE:	Board of Selectmen	
	Contact Name and Email Address	Date and Quantum of Vote (if required)
PROJECT DESCRIPTION:	This project involves two vehicle upgrades that need to be done together. Our brush truck and utility truck need to be updated. We are requesting one new cab/chassis and we'll reuse the bodies of both trucks. Please see separate document for detailed information.	
PROJECT JUSTIFICATION:	One chassis will be purchased and two trucks updated. Truck bodies will be remounted on one new chassis and one re-purposed chassis.	

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		Yes
		Yes
	Yes, standards.	
		Yes
		Yes

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT			48,000				\$ 48,000	
5. OTHER (Vehicles)		125,000	55,000	1,035,000	395,000	60,000	\$ 1,670,000	
TOTAL		\$ 125,000	\$ 103,000	\$ 1,035,000	\$ 395,000	\$ 60,000	\$ 1,718,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		No	
2. Will this Capital Request <u>Increase</u> operating costs?		No	
3. Will this Capital Request <u>Decrease</u> operating costs?	Yes		Repair and maintenance costs
4. Will this Capital Request impact personnel?	Yes		Not the number of FTEs. But, personnel safety will be enhanced.

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	Yes		As outlined in instructions
2. CPA Funds		No	
3. Grants or Gifts		No	
4. Other		No	

The figures in the "Expenditure Schedule" box include the figures for FY15 Project # 1 (only) and FY16-FY19.  
The grand total of requested funds for both projects in FY15 (separate CIPs) and FY16-19 is \$ 1,743,000.



# TOWN OF WAYLAND

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## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Project # 2, new rescue boat, trailer, motor, and acces. (FY15C)	Yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

Fire Chief Vincent J. Smith (vsmith@wayland.ma.us)	508-358-7951
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

Board of Selectmen	
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

A new "rescue" boat is needed, sepclifically designed for water rescue. A compatible motor, trailer, and accessories are also needed. Please see separate document for detailed information.
--

**PROJECT JUSTIFICATION:**

Allows us to retire one or two exisiting boats and trailers and replace with a new rescue boat, motor, trailer, and accessories. See separate doc.
--

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		Yes
		Yes
	Yes, standards.	
		Yes
		Yes

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT			48,000				\$ 48,000	
5. OTHER (Vehicles)		25,000	55,000	1,035,000	395,000	60,000	\$ 1,570,000	
<b>TOTAL</b>		\$ 25,000	\$ 103,000	\$ 1,035,000	\$ 395,000	\$ 60,000	\$ 1,618,000	

**OPERATIONAL BUDGET IMPACT:**

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		No	
2. Will this Capital Request <u>Increase</u> operating costs?		No	
3. Will this Capital Request <u>Decrease</u> operating costs?	Yes		Repair and maintenance costs
4. Will this Capital Request impact personnel?	Yes		Not the number of FTEs. But, personnel safety will be enhanced.

**FUNDING SOURCES:**

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	Yes		As outlined in instructions
2. CPA Funds		No	
3. Grants or Gifts		No	
4. Other		No	

The figures in the "Expenditure Schedule" box include the figures for FY15 Project # 2 (only) and FY16-FY19.  
The grand total of requested funds for both projects in FY15 (separate CIPs) and FY16-19 is \$ 1,743,000.



# TOWN OF WAYLAND

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## CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

### PROJECT INFO:

Field Capital Maintenance	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

### PROJECT SPONSOR:

Nancy McShea	nmc Shea@wayland.ma.us
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

### APPROVING BODY / VOTE:

Recreation Commission - Brud Wright Chair	
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

### PROJECT DESCRIPTION:

The Gale Report from 2010 has shown both the town and school fields to be deficient in many areas. Field maintenance capital money will allow us to make improvements on facilities that may not meet the \$25,000 threshold on their own. For FY 15 we are proposing the following improvements to our facilities: improve dug out area at Wayland High School, improve dug out area at Cochituate fields, improve turf quality at Alpine and Town Building fields by add sod to goal mouth and center circle areas. Improve benches and player areas at Alpine field. Replace goals as needed approximately 6 soccer goals, 4 lacrosse goals and 4 tennis nets.
---

### PROJECT JUSTIFICATION:

Many of our facilities are in need of repair and improvement to make them safe and accessible to our users. Adding irrigational Claypit will greatly improve turf surface and fixing up player benches and adding dug out areas will make our fields more accessible and safer for our participants.
--

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X
		X
X		
		X

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT	210,000	75,000	75,000	75,000	75,000	75,000	\$ 375,000	
5. OTHER							\$ -	
TOTAL	\$ 210,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?	X		potential for additional user fees
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?		X	
4. Will this Capital Request impact personnel?		X	

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds		X	
3. Grants or Gifts		X	
4. Other		X	



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

## PROJECT INFO:

Building Department Vehicle	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

Building Dept/Jay Abelli	
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

Building Department Vehicle to perform inspection, respond to complaints and all necessary field work
---

## PROJECT JUSTIFICATION:

Replace 2000 Ford Explorer - More fuel efficient and less repair costs
--

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION								
4. EQUIPMENT		35,000					\$ 35,000	
5. OTHER							\$ -	
TOTAL		\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <i>Increase</i> operating costs?		X	
3. Will this Capital Request <i>Decrease</i> operating costs?		X	
4. Will this Capital Request impact personnel?	X		More fuel efficient and less repair costs

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital			
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

### PROJECT INFO:

Road Renovation projects	yes
<i>Project Title</i>	<i>Included In Prior 5 Year Capital Plan? (Y/N)</i>

### PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

### APPROVING BODY / VOTE:

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

### PROJECT DESCRIPTION:

<p>This is Funding to continue road improvement projects within the town of Wayland. The expected projects next year will be Route 30 West, Old Sudbury Road and several side roads.</p>
--

### PROJECT JUSTIFICATION:

<p>This is a Part of the five-year capital plan for the DPW. We have evaluated required water main projects, drainage issues, as well as pavement conditions. This is intended to be an annual program and combined with the state chapter and 90 funding we hope to keep Wayland roads and fair to good condition and safe.</p>
--

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		300,000	300,000	300,000	300,000	300,000	\$ 1,500,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000		\$ 1,500,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <i>Increase</i> operating costs?		x	
3. Will this Capital Request <i>Decrease</i> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			





# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

## PROJECT INFO:

Cemetery upgrades	yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

## PROJECT SPONSOR:

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

## APPROVING BODY / VOTE:

The Board of Public Works/ Chairmen Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

## PROJECT DESCRIPTION:

This project will increase the available plots in the cemetery by approximately 1000 plots.
---

## PROJECT JUSTIFICATION:

This project will increase available plots in the cemetery by approximately 1000. This will generate revenue of \$800,000 just for the sale of the plots. It will provide the residents of Wayland a secure final resting place. We have an estimate of \$350,000 to complete this work, we are always looking into ways reduce the costs by using DPW assets such as gravel loan and manpower/sweat equity. In the FY 2013 town meeting \$50,000 was allocated to conduct a hydrologic study to examine the impact of the new grave sites would contaminate the Balwin Pond Wells. A \$20,000 was allocated to insure that no archeological site were being disturbed.
---

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		200,000	50,000	50,000			\$ 300,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 200,000	\$ 50,000	\$ 50,000	\$ -		\$ 300,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?	X		the sale of the new plots should generate \$800,000
2. Will this Capital Request <u>increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		X	
4. Will this Capital Request impact personnel?		X	

## FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			

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# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Parkland and Charles Traffic Calming Improvements	no
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

DPW Don Ouellette, DPW Director/DPW Board	Don Ouellette
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

The Board of Public Works/ Chalmers Tom Abdella	7-Oct-13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

The Board of Public Works conducted a traffic calming hearing for this intersection. It was concluded that the sidewalk should be extended, a new traffic island installed and a speed bump be installed. The funding being requested is for construction. The hand work will be done in house.

**PROJECT JUSTIFICATION:**

This Intersection is one wide open and offers very little in traffic control. A new island will act as a traffic calming effect.

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT		75,000					\$ 75,000	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 75,000	\$ -	\$ -	\$ -		\$ 75,000	

**OPERATIONAL BUDGET IMPACT:**

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?			
4. Will this Capital Request impact personnel?			

**FUNDING SOURCES:**

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

### PROJECT INFO:

Clayit Hill Furniture Replacement	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

### PROJECT SPONSOR:

School Committee/Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

### APPROVING BODY / VOTE:

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

### PROJECT DESCRIPTION:

This is the third year request of a multiple-year, multiple-school program to replace classroom furniture throughout the school. The requested amount would outfit 6 classrooms with new student and teacher desks/chairs book shelves or files.

### PROJECT JUSTIFICATION:

Current furniture is 20-25 years old. Classroom furniture has a useful life of 20-25 years. The replacement furniture will be similar to the existing furniture but more ergonomically correct and appropriate for current use. It will help improve the classroom environment.

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	X	
		X
X		
X		
		X

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT	60,000	35,000	35,000	25,000			\$ 155,000	
5. OTHER							\$ -	
TOTAL	\$ 60,000	\$ 35,000	\$ 35,000	\$ 25,000			\$ 155,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <i>increase</i> operating costs?		X	
3. Will this Capital Request <i>Decrease</i> operating costs?		X	
4. Will this Capital Request impact personnel?		X	

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

PROJECT INFO:	Claypit Hill Floor Tile Replacement <i>Project Title</i>	Y <i>Included in Prior 5 Year Capital Plan? (Y/N)</i>
PROJECT SPONSOR:	School Committee/ Facilities Department <i>Sponsor (Advocate) Name</i>	John Moynihan <i>Contact Information</i>
APPROVING BODY / VOTE:	School Committee <i>Contact Name and Email Address</i>	11/4/2013 <i>Date and Quantum of Vote (if required)</i>
PROJECT DESCRIPTION:	The current request is the final year for Claypit Hill of a multiple-year, multiple-school request and would replace roughly 4,500 SF of ACM floor tile with vinyl-containing floor tile (VCT). This would equate to the remaining 5 total classrooms. This past summer's project uncovered 4 layers of tile that needed to be removed as compared to the estimated 2 layers. As a result, last year's funding was not sufficient to re-tile all outstanding classrooms.	
PROJECT JUSTIFICATION:	Over the last few years, 22 classrooms, support spaces and a portion of the corridor around the Library have been re-tiled. These are the last 5 classrooms to be re-tiled and are original to the construction dates of the building. Health issues associated with the current floor tile revolve around the asbestos content in the tile installed prior to 1983. As the tile wears out and breaks down it can emit particles into the air which is a health and safety issue. The other safety related issue is related to the worn carpets laid over the tile in the classrooms that present a tripping hazard. The new material (VCT) has a 30 year life expectancy versus carpet that has a useful life of 10 to 12 years in a school setting if properly maintained. The VCT also requires less maintenance.	

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	X	
		X
X		
X		
		X

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		36,000						
4. EQUIPMENT								
5. OTHER							\$ -	
TOTAL		\$ 36,000						

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?		X	
4. Will this Capital Request impact personnel?		X	

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Loker Door and Window Replacement	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

Replacement of all exterior, single glazed windows and doors (XX windows and XX doors), which are original to the construction of the building. The main building was constructed in 1957, with an addition in 1963, and the modulars were installed in 1999. The modular doors and windows were constructed with a lower quality material than the main building. The new doors will have better insulation than the current ones and the new windows will be triple glazed low "E" type of units.

**PROJECT JUSTIFICATION:**

Currently, certain doors and windows do not seal properly allowing colder air to flow into the building, driving up energy use. In addition, some of the frames are rotted or rusted beyond repair. The new doors and windows would improve the building envelope, extend the useful life of the building and help to control the increase in energy costs.

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	x	
		x
x		
x		
		x

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN		95,000					\$ 95,000	
2. LAND							\$ -	
3. CONSTRUCTION			859,810				\$ 859,810	
4. EQUIPMENT								
5. OTHER							\$ -	
TOTAL		\$ 95,000	\$ 859,810		\$ -		\$ 954,810	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	Newer doors and windows will help to control the increase in energy costs.
4. Will this Capital Request impact personnel?		x	

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other	x		May be eligible for funding under the MSBA Accelerated Repair Program. A Statement of Interest will need to be submitted when the program opens for new projects.



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Loker Playground Replacement	N - at the last inspection by the Parks Superintendent on XXX, this equipment was in good condition.
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

Replace worn and damaged play structure with an age appropriate unit that meets current playground safety guidelines. The cost is based on a written estimate provided by a local distributor. The replacement would take place during the summer of 2014.
--

**PROJECT JUSTIFICATION:**

Current structure is more than 20 years old. The expected life of this type of equipment is 12-15 years. The identified pieces of equipment are broken and need to be repaired/replaced. The cost to repair these pieces of equipment is approximately \$14,000-\$16,000. As they present a safety risk, children are not allowed to play on entire play structure. This request for funding is to replace the entire play structure.
---

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X
X		
X		
		X

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION								
4. EQUIPMENT		55,000					\$ 55,000	
5. OTHER							\$ -	
TOTAL		\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000	

**OPERATIONAL BUDGET IMPACT:**

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

**FUNDING SOURCES:**

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

### PROJECT INFO:

Middle School Window Replaceml	courtyard windows was included in 5 year capital plan.
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

### PROJECT SPONSOR:

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

### APPROVING BODY / VOTE:

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

### PROJECT DESCRIPTION:

Replace 43 year old single glazed windows (60 windows - 4' X 5' each) located under the sloping portion of the roof, facing east, with energy efficient, triple glazed windows. Reconfigure the system to raise the sill height to at least 30" above the foundation to prevent melting snow from entering the building.
--

### PROJECT JUSTIFICATION:

Issues involving these windows were uncovered during the Middle School roof project this past summer, when there was considerable rainfall over a short period of time. The windows are in fair condition because at times snow covers a portion of the windows given the low sill height, causing a breakdown of the window seal which results in leaking, water damage to the carpeting and potential mold concerns. New efficient windows will help to control the increase in energy costs and increase comfort.
--

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	x	
		x
x		
x		
		x

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN		25,000					\$ 25,000	
2. LAND							\$ -	
3. CONSTRUCTION		225,000					\$ 225,000	
4. EQUIPMENT								
5. OTHER							\$ -	
TOTAL		\$ 250,000			-		\$ 250,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	Replacement windows will help to control the increase in energy costs.
4. Will this Capital Request impact personnel?		x	

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		May be eligible for funding under the MSBA Accelerated Repair Program. A Statement of Interest will need to be submitted when the program opens for new projects.
2. CPA Funds			
3. Grants or Gifts			
4. Other	x		Possible reallocation of the unspent balance of the MS Roof Project.



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Claypit Hill Door and Window Replacement	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

Replacement of all exterior, single glazed windows and doors (XX windows and XX doors), which are original to the construction of the building. The main building was constructed in 1967, with additions in 1962 and 1974, and the modulars installed in 1999. The modular doors and windows were constructed with a lower quality material than the main building. The new doors will have better insulation than the current ones and the new windows will be triple glazed low "E" type of units.

**PROJECT JUSTIFICATION:**

Currently, certain doors and windows do not seal properly allowing colder air to flow into the building, driving up energy use. In addition, some of the frames are rotted or rusted beyond repair. The new doors and windows would improve the building envelope, extend the useful life of the building and help to control the increase in energy costs.

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	x	
		x
x		
x		
		x

EXPENDITURE SCHEDULE:							
ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL
1. PLANNING & DESIGN		100,000					\$ 100,000
2. LAND							\$ -
3. CONSTRUCTION			1,010,000				\$ 1,010,000
4. EQUIPMENT							
5. OTHER							\$ -
<b>TOTAL</b>		\$ 100,000	\$ 1,010,000		\$ -		\$ 1,110,000

OPERATIONAL BUDGET IMPACT:			
	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	Newer doors and windows will help to control the increase in energy costs.
4. Will this Capital Request impact personnel?		x	

FUNDING SOURCES:			
	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other	x		May be eligible for funding under the MSBA Accelerated Repair Program. A Statement of Interest will need to be submitted when the program opens for new projects.





# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Happy Hollow Furniture Replacement	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

School Committee/Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

This is the third year request of a multiple-year, multiple-school program to replace classroom furniture throughout the school. The requested amount would outfit 6 classrooms with new student and teacher desks/chairs book shelves or files.

**PROJECT JUSTIFICATION:**

Current furniture is 20-25 years old. Classroom furniture has a useful life of 20-25 years. The replacement furniture will be similar to the existing furniture but more ergonomically correct and appropriate for current use. It will help improve the classroom environment.

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	X	
		X
X		
X		
		X

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT	60,000	35,000	35,000	25,000			\$ 155,000	
5. OTHER							\$ -	
TOTAL	\$ 60,000	\$ 35,000	\$ 35,000	\$ 25,000			\$ 155,000	

**OPERATIONAL BUDGET IMPACT:**

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?		X	
4. Will this Capital Request impact personnel?		X	

**FUNDING SOURCES:**

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

PROJECT INFO: 

Loker Floor Tile Replacement	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

PROJECT SPONSOR: 

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

APPROVING BODY / VOTE: 

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

PROJECT DESCRIPTION: 

The current request is a multiple-year, multiple-school request and would replace roughly 16,130 SF per year over a 2-year time period of ACM floor tile with vinyl-containing floor tile (VCT). This would equate to 18 total classrooms.
--

PROJECT JUSTIFICATION: 

With the exception of the tile replaced over the last couple of years in the teacher's conference room and a small counselor's room, the tile is original to the construction dates of the building. Health issues associated with the current floor tile revolve around the asbestos content in the tile installed prior to 1983. As the tile wears out and breaks down it can emit particles into the air which is a health and safety issue. The other safety related issue is related to the worn carpets laid over the tile in the classrooms that present a tripping hazard. The new material (VCT) has a 30 year life expectancy versus carpet that has a useful life of 10 to 12 years in a school setting if properly maintained. The VCT also requires less maintenance.
--

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	X	
		X
X		
X		
		X

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		100,000	115,000				\$ 215,000	
4. EQUIPMENT								
5. OTHER							\$ -	
TOTAL		\$ 100,000	\$ 115,000		\$ -	\$ -	\$ 215,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?		X	
4. Will this Capital Request impact personnel?		X	

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Middle School A/C Improvements	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

Replace 10 Split System A/C roof units that service the art and music areas, which will impact approximately 50% of the building. There are 2 different types of systems - 3 large Roof Top Units (RTU) that service the large spaces (Cafeteria, Library, Theatre) and smaller, Split Systems, that service the classroom areas. The current units were last replaced in 2001.
---

**PROJECT JUSTIFICATION:**

Newer units will maintain proper indoor air quality for the students and staff. The units are used for about 8 months of the year. It is required by code to circulate the air. The newer units will also be more efficient and quieter, which will help to control the increase in energy costs and increase comfort.
--

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	X	
		X
X		
X		
		X

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN								
2. LAND								
3. CONSTRUCTION		70,000					\$ 70,000	
4. EQUIPMENT								
5. OTHER								
<b>TOTAL</b>							\$ 70,000	

**OPERATIONAL BUDGET IMPACT:**

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?		X	Newer units will help to control the increase in energy costs.
4. Will this Capital Request impact personnel?		X	

**FUNDING SOURCES:**

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

### PROJECT INFO:

Middle School Security Improvements	N - Request became a more pressing need with recent school tragedies.
<i>Project Title</i>	<i>Included In Prior 5 Year Capital Plan? (Y/N)</i>

### PROJECT SPONSOR:

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

### APPROVING BODY / VOTE:

School Committee	SC will vote this request on 11/18/13
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

### PROJECT DESCRIPTION:

Middle School. The current lock system is key based. The hardware and the key lock system is original to the construction of the building. The Middle School was originally constructed in 1972, with additions and renovations in 2002. The new door hardware would be levers, making the doors handicap accessible. The new keying system will be based on providing staff picture ID cards that double as a building access (key card) card for the exterior doors of the building.

### PROJECT JUSTIFICATION:

Public Safety Department Heads developed a strategy for improving the security monitoring and access at all the school buildings. Replacement of interior door hardware and installation of a new keying system has been completed at The Children's Way, Claypit Hill and Happy Hollow using revolving account and FY09 capital funds. The new door hardware and keying system will provide a more secure environment to protect the students and staff at the Middle School.

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	X	
		X
	X	
X		
		X

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN								
2. LAND								
3. CONSTRUCTION		\$ 65,000					\$ 65,000	
4. EQUIPMENT								
5. OTHER								
TOTAL		\$ 65,000					\$ 65,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

### PROJECT INFO:

Claypit Hill PA/ Intercom	N - Up until recently the system has been functioning properly.
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

### PROJECT SPONSOR:

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

### APPROVING BODY / VOTE:

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

### PROJECT DESCRIPTION:

Replace the 30 year old current system, which provides a PA system to the entire school both inside and outside the building with 2-way communication between the office and teaching spaces. The current system is used to communicate school-wide and individual classroom announcements, and emergency notifications. The new system will have 2012 or better technology and offer more options for its users, such as web based programming of bells and remote monitoring of the system.

### PROJECT JUSTIFICATION:

The current system recently broke such that communications could not be delivered school-wide (inside and outside the building) or to individual classrooms, which poses a safety risk. A short term fix was installed since replacement parts are no longer available. However, the system does not work on a consistent basis. The new system will improve building communication and safety.

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	x	
		x
x		
x		
		x

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN								
2. LAND							\$ -	
3. CONSTRUCTION								
4. EQUIPMENT		30,000					\$ 30,000	
5. OTHER							\$ -	
TOTAL		\$ 30,000					\$ 30,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	Service for the system during the first year would be included. Beyond the initial year, a maintenance contract will need to be in place to ensure quick response for service calls, at a cost of approximately \$1,000-\$1,500 per year.
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

### FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

### PROJECT INFO:

Happy Hollow Renovation to Art Room, Café and adjoining spaces	N - it was not clear when the elementary schools would be reconfigured.
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

### PROJECT SPONSOR:

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

### APPROVING BODY / VOTE:

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

### PROJECT DESCRIPTION:

Provide for correctly sized space for the school population in the cafeteria and art areas, based on the schematic design by TBA Associates, and include a nurse's office in this area. Currently, each function has a separate room along the southern corridor of the building. The art room would relocate to an available classroom and the cafeteria would expand to include the former art room area. The staff lounge/copy center would be reconfigured into a more workable space and would include space for a nurse's office. The nurse's office could not be renovated this past summer since it was determined that there was insufficient space to complete the project given the initial architectural estimates. Therefore, the current funds requested represent the additional cost of completing this project over and above the funds appropriated for the renovation of the nurse's office last spring.

### PROJECT JUSTIFICATION:

There is a need to expand the size of the cafeteria and art room. This change can only be accomplished if another space becomes available through the reconfiguration of the elementary schools. This change would improve the flow in the building and provide space for the programs and the needs of the population.

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		x
		x
x		
x		
		x

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN		20,000					\$ 20,000	
2. LAND							\$ -	
3. CONSTRUCTION			180,000				\$ 180,000	
4. EQUIPMENT								
5. OTHER							\$ -	
TOTAL			\$ 180,000				\$ 200,000	

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		The funds requested represent the additional cost of completing this project over and above the funds appropriated for the renovation of the nurse's office last spring.
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Loker Kitchen/ Café Renovation	N - it was not clear when the elementary schools would be reconfigured.
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

Renovate current teachers room and hallway to create a working kitchen space and serving line. The teachers room would be relocated to another space within the building.
---

**PROJECT JUSTIFICATION:**

kindergarten. The current configuration serves only 75-100 kindergarten students who stay for lunch. The proposed configuration will be able to serve 450-550 students who may stay for lunch should the configuration of the school change to include grades 1 & 2 or grades K-5. The current space only allows for a small cooking space which was used when Loker was a K-5 school but is not comparable to the space provided at the other 2 elementary schools.
--

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X
		X
	X	
	X	

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN		20,000					\$ 20,000	
2. LAND							\$ -	
3. CONSTRUCTION		100,000					\$ 100,000	
4. EQUIPMENT		91,400					\$ 91,400	
5. OTHER							\$ -	
TOTAL		\$ 211,400	\$ -	\$ -	\$ -	\$ -	\$ 211,400	

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?	x		For the food service program
2. Will this Capital Request <u>Increase</u> operating costs?	x		For the food service program
3. Will this Capital Request <u>Decrease</u> operating costs?			
4. Will this Capital Request impact personnel?	x		The program will require additional staffing. It is expected that the revenue raised with the additional lunches served will cover the incremental costs of additional staffing.

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Wayland Middle School Furniture Replacement	N - Replacement parts have recently become difficult to obtain.
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

School Committee/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

School Committee	11/4/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

The request for funding is to replace the current, 22 year old, cafeteria tables. This is the first year of a two year program to replace all of the cafeteria furniture. During the first year, 16 cafeteria tables will be replaced with similar tables but more ergonomically correct and appropriate for current use. In years 3 - 5 at the Middle School, we propose to mirror the classroom and lab furniture replacement program in place for the elementary schools.

**PROJECT JUSTIFICATION:**

The current tables are in need of repair. Replacement parts are hard to come by. In addition, the locking parts on the current tables have become more difficult to operate over time.

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	x	
		x
x		
x		
		x

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION								
4. EQUIPMENT		25,000	25,000	35,000	35,000	35,000	\$ 155,000	
5. OTHER							\$ -	
TOTAL		\$ 25,000	\$ 25,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 155,000	

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



## Requested Budget for Surface Water Quality Committee for FY15

<u>Budget Item</u>	<u>Amount</u>
1. Dudley Pond (Milfoil Control)	
a. Herbicide Spot Treatment (contract)	\$16,000
b. Weed Hand Pulling (contracts)	\$24,000
c. Water Column Sampling and Analysis (volunteers/outside labs)	\$5,000
2. Lake Cochituate North Pond (Milfoil Control)	
a. Cost Share for DCR Program (1/6th of total program cost)	\$4,000
3. Heard Pond (Water Chestnut Control)	
a. Weed Harvesting (contract)	\$4,000
4. Mill Pond (Weed Control)	
a. Develop Weed Control Plan and Start Program	\$1,000
5. Other	
a. Printing Literature for Stormwater and Septic System Mgt	\$500
b. Pond Association Dues, Travel, Meeting Fees	<u>\$250</u>
Total Funds Needed	\$54,750
Dudley Pond Association Contribution (25% of Dudley Pond Costs)	<u>(\$11,250)</u>
Net SWQC Budget Request for FY15	\$43,500



## WAYLAND FREE PUBLIC LIBRARY

5 CONCORD ROAD, WAYLAND, MASSACHUSETTS 01778

TEL: (508) 358-2311 FAX: (508) 358-5249

November 20, 2013

Mr. Bill Steinberg, Chair  
Wayland Finance Committee  
Wayland Town Building  
41 Cochituate Road  
Wayland, Massachusetts 01778

Dear Mr. Steinberg,

The Board of Library Trustees for the Wayland Free Public Library herewith submits its proposed Operating Budget and the requested accompanying narrative for Fiscal Year 2015 to the Town of Wayland Finance Committee.

Thank you for your attention.

*Aida Gennis*

Aida Gennis, Chair

Sally Cartwright  
Anne Heller  
Nan Jahnke  
Lynne Lipcon  
Thaddeus Thompson

**Wayland Free Public Library**  
**Proposed Operating Budget & Narrative for Fiscal Year 2015**  
Submitted to the Finance Committee by the Board of Library Trustees  
November 20, 2013

**PROPOSED**  
**WAYLAND PUBLIC LIBRARY FY2015 LEVEL SERVICE BUDGET**

	Account	FY13 Budget	FY14 Budget	Level Service FY15 Budget
Sal.	<b>Salaries (Subtotal)</b>	<b>\$748,950</b>	<b>\$772,518</b>	<b><sup>1</sup>\$765,000</b>
Services	Contractual Services	\$41,600	\$41,600	<sup>2</sup> \$40,000
	Training & Education	\$3,500	\$3,500	\$3,500
	Equipment Maintenance	\$2,200	\$2,200	\$2,200
	<b>Services (Subtotal)</b>	<b>\$47,300</b>	<b>\$47,300</b>	<b>\$45,700</b>
Supplies	Office Supplies	\$7,500	\$7,500	\$7,500
	Books/Materials	\$158,000	\$160,060	\$160,100
	Small Equipment (Computers)	\$13,000	\$13,000	<sup>3</sup> \$5,000
	<b>Supplies (Subtotal)</b>	<b>\$178,500</b>	<b>\$180,560</b>	<b>\$172,600</b>
	<b>Salaries</b>	<b>\$748,950</b>	<b>\$772,518</b>	<b>\$765,000</b>
	<b>Services &amp; Supplies</b>	<b>\$225,800</b>	<b>\$227,860</b>	<b>\$218,300</b>
	<b>TOTAL BUDGET REQUEST</b>	<b>\$974,750</b>	<b>\$1,000,378</b>	<b>\$983,300</b>

**Explanations:**

1. Long-time staff member replaced with person lower on pay scale.
2. \$1,600 moved to Town IT Department budget for server support. Replaces current server contract.
3. \$8,000 moved to Town IT Department for purchase of computers in FY15.

## BACKGROUND

The Wayland Free Public Library is Wayland's go-to place for information, technology, community conversation, and cultural programming. It provides access to books, magazines, periodicals, reference materials, databases, audio and visual materials, Internet, and electronic media, as well as expert technological assistance and a wide variety of instructional, recreational, and cultural programs. The Library is used by every demographic group in our town—from preschoolers to retired citizens, whether they are cardholders or not—and is a vital forum for the free exchange of ideas that is so necessary for a democracy.

## LIBRARY HIGHLIGHTS AND ISSUES

In the last year, Trustees and staff have pursued several important initiatives for improving services at our current location on Concord Road. Among other accomplishments, we

- Increased our circulation by more than 2 percent to more than a quarter of a million items
- Completed a new Long Range Plan
- Continued work to restore the Rotunda to its original function as a Reading Room
- Won a \$15,000 federal "Teens and Tweens" grant to improve Young Adult services
- Began to create a new space for Young Adults on the main level of the building
- Carved out some spaces in the mezzanine stacks for individual study, tutoring, and group work
- Rearranged our collection for better access to popular materials
- Installed digital signs in the Library and made laptop computers available for in-Library use
- Offered regular classes on how to download and read e-books from the Library
- Organized the very successful community-wide Wayland Reads Poetry event, kicked off by former US Poet Laureate Robert Pinsky

The Library's biggest challenge remains finding adequate space to run a modern library program in the current facility. Our historic building, while beautiful, constrains not only the size of our collections and technological infrastructure, but also the types of programming and community services we can offer. Moreover, it is an aging facility subject to flooding with significant parking and traffic challenges. The Trustees continue to explore potential sites for a new library and are open to the idea of sharing space with another municipal department if necessary.

For a fuller statement of the key issues facing the Library, please see the document "Major Priorities and Issues for the Board of Library Trustees, Fall 2013," attached, which we prepared at the request of the Board of Selectmen in September.

## FY2013 PERFORMANCE INDICATORS AND TRENDS

- Total circulation of materials was 252,405 items, including items transferred to other libraries, an increase of about 2% over FY2012. Both print and digital circulations were up over FY2012.
- The Library was open just under 3,000 hours in FY2013, averaging 63 hours a week in the fall, winter, and spring months (fewer hours in summer).
- The Library logged 109,770 patron visits, an average of more than 2,100 visits a week.
- The Library sponsored 346 public programs, which were attended by more than 6,000 people (3,479 children and 2,772 adults).
- Our librarians answered more than 22,000 reference questions.
- During a typical week, the Library logged about 565 Internet sessions on the Library's public computers (this figure does not include the many patrons using our popular wireless Internet access on their own devices each day).
- Circulation of downloadable e-books and audiobooks grew by 35% to a total of about 8,200 items. The biggest obstacle to further digital circulation growth is budgetary.
- The Library offers notebook computers for in-building use and offers classes on technology, for example, on electronic media and cloud computing.
- The Library website received an average of over 6,500 visits each month.
- 7,600 Wayland residents are Minuteman Library Network cardholders.
- Wayland citizens worked 1,700 volunteer hours in the Library in FY2013.
- Participation in the Minuteman Library Network and the state library system continues to increase our access to collections and information services beyond our own walls and creates valuable efficiencies in acquisitions, benchmarking, and record keeping.
- Survey data gathered for the Long Range plan indicates widespread community support for the Library and contains numerous calls for longer hours, more extensive collections, increased programming, and more space.

## LIBRARY STAFFING

The Library currently has 13.66 FTE staff positions to cover about 3,000 hours of operation a year. Investigations undertaken in 2012 revealed that our staffing levels and hours of operation fall at or below the average for peer towns of our size in this area. That situation remains unchanged this year.

The Trustees are proud of the way the Library deploys full-time, part-time, professional, non-professional, and volunteer staff to efficiently and economically serve the town. The Library's staffing structure comprises a core of 6 FTE professionally trained librarians supported by a roster of library assistants, clerks, and pages. Eight individuals work 35 hours or more a week, and 25 work fewer than 35 hours a week; some work as few as 6 hours a month, while others have no scheduled hours but rather

come in as needed for holiday, evening, and weekend time slots. This creative deployment of professional and support staff, working in full- and part-time shifts, has evolved over many years. It gives the Library the flexibility to be open to the public and adequately staffed for a large number of hours at reasonable cost. The downside of the structure is that when clerical and support staff is cut, library hours and services must soon follow suit.

Going forward, Trustees see a need for more professional staff hours dedicated to our Youth Services Department (as we expand our Teens and Tweens program) and to Community Outreach (as we expand our public programming ). We had hoped to make a request for those additional staff hours this year, but defer to the Finance Committee's call for a level-service budget.

#### REVENUES AND TURN-BACKS

The Library collected approximately \$14,600 in fines last year; these were turned over to the Town's general fund. For information about other sources of income, including State Aid, support from the Friends of the Library, gifts, bequests, and trust funds, see the information provided separately to the Library's Finance Committee liaison, Carol Martin, on October 24, 2013.

There were no turn-backs from the Library from FY2013.

#### FY2015 LIBRARY BUDGET

**Operating Budget.** In the chart at the beginning of this narrative, the Trustees present a budget that conforms to Finance Committee guidelines outlined in the Committee's memo of September 30, 2013.

We point out that the Library budget was reduced 4 percent from a level-service budget in FY2011 and that the Library is one of the few town departments to have seen a substantial reduction of its budget in recent years. The FY2011 cut included a \$20,000 reduction in that year's salary budget, which required a reduction in weekly hours by 4 per week. The Library now closes at 6 p.m. on Thursdays and 5 p.m. on Fridays. In the survey conducted for our recent Long Range Plan, one of the top requests from respondents was for these hours to be restored and for additional hours to be offered on Sundays.

The Trustees had hoped to reverse the FY2011 cutbacks in our FY2015 budget. The Trustees see a need for restored hours, expanded programming, two new part-time librarians (one for young adult services and one for community outreach), and a larger collection of electronic media, including e-books and downloadable audiobooks. However, mindful of fiscal constraints and Finance Committee guidelines, the budget we present is a level-service budget.

**Highlights of Operating Budget Changes.** The proposed budget actually requests \$17,078 less money for FY2015 than was requested for FY2014, for the following reasons:

- 1) We require less money in our Salaries account due to a senior employee's recent retirement. Her replacement was hired at the first step of her salary classification.
- 2) In accordance with the Town's consolidation of IT services, we have removed from our Contract Services line the \$1,600 that was historically spent on a service contract for our server. The Town IT Department will be requesting funds to migrate the Library to a "thin client" environment and will be supporting the server for that network, obviating our need for that service contract.
- 3) For the same reason, we are moving \$8,000 from our Small Equipment budget to the Town IT Department for the purchase of thin clients, which will replace some of the desktop computers we have used in the past.

**Capital Requests.** The previously mentioned upgrade to a thin-client network environment will be reflected in the Town's IT Department budget. Facilities upgrades to the Library will be found in the budget presented by John Moynihan, Director of Public Buildings. Mr. Moynihan's Capital Improvement Plan continues to reflect construction of a new Library facility in 2016, though that schedule may now be unrealistic. The Library has no other capital requests.

#### **SUPPORTING DOCUMENTS**

Attached, as noted above, is the following document:

- "Major Priorities and Issues for the Board of Library Trustees, Fall 2013," submitted to the Board of Selectmen in September 2013

The following documents are available on request or from the Library's website.

- Board of Library Trustees Annual Report, FY2013
- Wayland Free Public Library Long-Range Plan, FY2013-FY2018

### **Wayland Free Public Library Mission Statement**

The mission of the Wayland Free Public Library is to be a free and accessible marketplace of ideas, information, and culture that fosters learning, community, and information literacy. The Library provides open and guided access to a wide variety of media and programs to inform, inspire, and empower all its patrons in their pursuit of lifelong learning, personal enrichment, and cultural understanding. In so doing, the Library seeks to promote the free exchange of ideas necessary to the effective conduct of a democracy in an ever-changing world.

*Adopted September 19, 2006, by the Board of Library Trustees and reaffirmed on September 19, 2012*

## Attachment 1 of 1

### Major Priorities and Issues for the Wayland Free Public Library, Fall 2013

(Submitted to the Board of Selectmen via Acting Town Administrator

John Senchyshyn on September 19, 2013)

#### INFRASTRUCTURE

- **Library space.** We continue to wrestle with inadequate space for collections and programs at the current library. The Trustees continue to seek new space to create a more serviceable facility. In the meantime, we are re-jiggering the space we have to respond to changing service and collection demands. We await with interest the results of the Town Facilities Audit that was undertaken at the end of FY13. The state of indecision that surrounds all potential sites for Library expansion makes it difficult to plan for future library services and budget needs.
- **Aging facilities.** Our aging building continues to demand attention from the Town's Facilities staff. We will need to decide whether to replace aging systems, including the HVAC system, in the next few years. In the nearer term, we must soon repair or replace the historic Rotunda windows, whose casements are rotting, and address lighting needs on both the upper and lower levels.
- **Drainage and flooding concerns.** The Library experienced serious flooding in 2010, and drainage at the rear of the current building remains a big concern. The Town has received a MEMA grant for remediation, and Trustees are hopeful that the work will be completed within the year.

#### BUDGET

- **Staffing.** The Trustees are proud of the way the Library deploys full-time, part-time, professional, non-professional, and volunteer staff to efficiently and economically serve the town. Going forward we see a need for more professional staff hours dedicated to our Youth Services Department (as we expand our Teens and Tweens program) and to Community Outreach (as we expand our public programming and fulfill our mission to serve as a "marketplace of ideas, information, and culture").
- **Hours.** The Trustees wish to return Library hours to the FY10 level. Due to budget cuts that recession year, the Library was required to close on Thursday evenings and one hour early on Fridays. The survey we conducted in connection with our Long Range Plan suggested that increasing Library hours is a high priority for our users.
- **Materials.** The Library has experienced growing demand for digital materials (e-books, downloadable audiobooks, DVDs, and music) even as our circulation of print materials continues to increase. We are working hard to get the best "bang for our buck" in our Materials budget.

#### SERVICES

- **Circulation and technology.** The Trustees remain committed to increasing circulation of all kinds of Library materials. We value our participation in the regional Minuteman Library Network, which greatly increases our access to materials beyond our own walls and creates valuable efficiencies in



acquisitions, benchmarking, and record keeping. The Library continues to help patrons keep up with new technologies by making some electronic devices and a 3-D printer available for Library use, and by offering regular technology training workshops.

- **Meeting space.** Finding adequate space for library programs continues to be a problem as we routinely have more people show up than our single meeting room can accommodate, which leads to bad feeling. This happens especially frequently for Children's programs.
- **Study space.** There is an increasing demand for spaces suitable for quiet individual study and group work. Most of our peer libraries provide study rooms for this purpose, but our facility lacks this amenity. We are trying to carve some spaces out of the stacks to allow for more private study, but these ad-hoc reconfigurations do not really satisfy this need.
- **Teens and Tweens.** We recently won a small federal grant to improve our services to "Teens and Tweens." We have never had a space for this group of users (most libraries do have a Young Adult space), so we are now trying to create a small space for them behind the Reference Desk. We will use the grant money to furnish the space, buy hardware and software, and find new ways to connect with this age group.
- **Digitization.** We are currently exploring ways to digitize some of the historical materials in our local history collection.

For more information about the Library's ongoing goals and objectives, please see our [2013-2018 Long Range and Strategic Plan](#), completed last year and available on our website.

## Conservation Commission

### Request for Additional Contracted Services Money

FY 2015

The Conservation Commission has not updated the Open Space Plan since 1995. A volunteer effort was made to update the plan in 2000 however, it was not finalized. There is a need to correct maps, produce the narrative to comply with state requirements, and create a current action plan. Having an updated Open Space Plan permits the Town to pursue some additional grant and funding monies that cannot be sought if the plan has not been updated.

Staff from Recreation has asked about the Open Space Plan. A decision was made to seek funding to update the Open Space Plan creating a new document that would be an Open Space and Recreation Plan which would include active recreational components as well as passive recreation and resource protection that was in past plans prepared by Wayland. Many towns do a combined plan as both groups (Recreation and Conservation) can pursue grants with an updated plan. The Conservation Commission is willing to pursue updating the plan, using a consultant, in conjunction with the Recreation Department. Both Departments would then be in a position to seek other funding sources for projects, i.e. state grants.

To move forward the Commission would like to seek a consultant to work on the Plan update. Inquiries were made of other towns of an approximate cost to have a plan updated and thereafter the Commission decided to seek an additional \$10,000 to contribute towards the update. This presumes that Recreation would also contribute up to \$10,000 as well. Some of the mapping might be done through the GIS department if they have time which would also help with the overall cost. Once this Plan is done it would be good, under current state rules or guidelines, for five years.




## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

Julia Junghanns, R.S., C.H.O.  
Director of Public Health  
508- 358-3617  
Fax 508-358-3619  
[www.wayland.ma.us/boh](http://www.wayland.ma.us/boh)

To: The Personnel Board

From: Julia Junghanns, Director of Public Health 

Date: November 6, 2013

Subject: <sup>A</sup> Elementary Schools potential reconfiguration  
and effect on Community Health Nursing hours (School Nursing)

The Elementary Building Use Task Force, reporting to the School Committee, is presenting possible reconfiguration of the 3 elementary schools. This initiative is currently being presented and reviewed however decisions have not been made yet. If approved, these changes would result in the addition of work hours for one existing Community Health Nursing position from a 30 hour part-time position to a 35 hour full-time position. We are unsure whether the changes in the elementary schools will be approved, or when they will be approved, but we want the Personnel Board to be aware of this as it would result in a staffing change for the Health Department if approved.

## **Board of Health FY15 Operating Budget Summary**

**November 22, 2013**

**Submitted by: Julia Junghanns, Director of Public Health**

### **Highlights of budget changes:**

Salary – AFSCME and SEIU Union percentage increases for FY15 have not been negotiated yet, therefore the only changes are step increases as per union contracts.

**Mosquito Control** - for services with EMMCP Request for increase of 3% or \$668.55 (going from \$22,285 to \$22,953.55) for EMMCP services. Detail: \$22,953.55, \$5,400.00(catch basins), \$5,792.00 (adulticide) Total for this line item is: \$34,145.55.

**Floor Drains** –We still need some funding to complete the floor drains initiative and any ongoing inspections and follow-up to bring existing businesses into compliance with our Board of Health Floor Drain Regulations. However, we propose to reduce this line item from \$10,000.00 to \$3,000.00.

### **Key issues facing our Department:**

Loss of paper files if there was a fire we would lose all our records as we are virtually all paper (no digital).

If we lose power we will lose all the vaccine in our bio-hazard refrigerator (we have no way to know if power is lost during hours when Town Building is closed). We need our alarm (already purchased for this use) to be hooked up somehow to alert us if there is a power outage. This risk includes loss of power to town building (which has no generator) and would result in a shut-down of operations in the Health Department.

Direct access for the public into our office space. We have no reception area or window. Security risk, possible theft risk, etc.

### **Discussion of Turn-backs in FY13 :**

#### **Turn-backs for non-salary line items:**

Professional Services 897.97, used for Professional Consultant to assist in reviewing septic plans during busy times of the year. Services were not needed at the time just before year-end, need varies and is based on timing of workloads and large projects. Mosquito control \$8,902.00 was not used to purchase briquettes for catch basin treatment due to an adequate supply at that time. Training and Education \$169.97. Hazardous Waste Day \$3,067.97 turned back due to low attendance at hazardous waste day. Health Nuisance Expense \$11,220.00 money was not needed for emergency nuisances. Supplies \$442.00 money was left for emergency purchases and was not needed.

#### **Turn-backs from salary line items \$1617.92**

This was due to rounding up for calculating salary amounts with step increases.

### **Appropriateness of and projected staffing levels by FTE, including unfilled positions:**

Full-time positions-Health Director, Health Agent/Sanitarian, Administrative Assistant, 4 Community Health Nurses. Part-Time positions-Senior Clerk, Public Health Nurse/Nurse Leader, and one part-time Community Health Nurse. The Health Department is fully staffed at this time and there are no unfilled positions. All positions are crucial in our very busy department to keep up with the wide range of responsibilities that we cover. Administrative Assistant and Senior Clerk positions are very important for the department to keep up with permitting, phone coverage, walk-ins, and to provide administrative assistance to the Director, Public Health Nurse/Nurse Leader and Health Agent.



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

PROJECT INFO: 

Town IT	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

PROJECT SPONSOR: 

IT Department	Leisha Simon
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

APPROVING BODY / VOTE: 

Board of Selectment	10/28/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

PROJECT DESCRIPTION: 

Continue Document Management implementation and online department processes as recommended in the Berry, Dunn, McNeil & Parker report.
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PROJECT JUSTIFICATION: 

These projects were identified in the 2010 BDMP Report for the Town as an Information Technology Strategic Plan for all Town Departments.
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EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
		X
n/a		
n/a		
		X

EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT							\$ -	
5. OTHER		50,000	75,000				\$ 125,000	
TOTAL		\$ 50,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 125,000	

OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

FUNDING SOURCES:

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

CAPITAL APPROPRIATION REQUEST  
FY15 - FY19 (FIVE YEARS)

PROJECT INFO: 

Town Building Exterior Painting and Repairs	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

PROJECT SPONSOR: 

Board of Selectmen/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

APPROVING BODY / VOTE: 

Board of Selectmen	10/23/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

PROJECT DESCRIPTION: 

Repairs to existing wooden sills, trim and gutters. Painting of the exterior of the building
--

PROJECT JUSTIFICATION: 

Many area of rotten wood have developed over the past few years and need to be replaced. Exterior Painting was last done in the fall of 2007.
---

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS  
B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE  
C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS  
D. OPERATIONAL BUDGET IMPACT  
E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
x		
x		
x		
	x	
		x

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		70,000					\$ 70,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL		\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	IF YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

## FUNDING SOURCES:

How will this Capital Request be paid for?	YES	NO	IF YES, please provide details.
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

TB Window Replacement Design and Construction	Y
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

Board of Selectmen/ Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

Board of Selectmen	10/23/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

Design and Replace all wooden windows with a new triple glazed window system
--

**PROJECT JUSTIFICATION:**

Many windows have broken seals and do not operate properly. Project will lower energy costs and improve comfort
---

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		X
	X	
X		
		X
		X

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN		100,000					\$ 100,000	
2. LAND							\$ -	
3. CONSTRUCTION			950,000				\$ 950,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
<b>TOTAL</b>		\$ 100,000	\$ 950,000	\$ -	\$ -	\$ -	\$ 1,050,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	IF YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <u>Increase</u> operating costs?		X	
3. Will this Capital Request <u>Decrease</u> operating costs?	X		saves energy
4. Will this Capital Request impact personnel?	X		Improves comfort

### FUNDING SOURCES:

	YES	NO	IF YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

PROJECT INFO:	TB Mechanical/Electrical Improvements	Y
	<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>
PROJECT SPONSOR:	Board of Selectmen/Facilities Department	John Moynihan
	<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>
APPROVING BODY / VOTE:	Board of Selectmen	10/23/2013
	<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>
PROJECT DESCRIPTION:	Upgrade and replace existing duct work in the attic, replace the Roof Top Unit for the Land Use end of the building and install and emergency back up Generator to safe guard our data center	
PROJECT JUSTIFICATION:	The current duct work keeps failing due to the material it is made of. There is no back electrical system to support out data infrastructure	

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	x	
		x
x		
	x	
		x

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN		80,000					\$ 80,000	
2. LAND							\$ -	
3. CONSTRUCTION			750,000				\$ 750,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL		\$ 80,000	\$ 750,000	\$ -	\$ -	\$ -	\$ 830,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	IF YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?	x		lower energy costs
4. Will this Capital Request impact personnel?		x	

### FUNDING SOURCES:

	YES	NO	IF YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			





# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

PROJECT INFO: 

Renovation of 195 Main Street	N
<small>Project Title</small>	<small>Included In Prior 5 Year Capital Plan? (Y/N)</small>

PROJECT SPONSOR: 

Board of Selectmen/Board of Public Works/Facilities Department	John Moynihan
<small>Sponsor (Advocate) Name</small>	<small>Contact Information</small>

APPROVING BODY / VOTE: 

Board of Selectmen	10/23/2013
<small>Contact Name and Email Address</small>	<small>Date and Quantum of Vote (if required)</small>

PROJECT DESCRIPTION: 

Renovations to the building to bring it into compliance with Building Code, Plumbing Code, Electrical Code, AAB and local town by-laws
--

PROJECT JUSTIFICATION: 

Current facility does not meet with the AAB, Plumbing code or state building code
---

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
x		
	x	
	x	
x		
	x	

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		2,500,000					\$ 2,500,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
<b>TOTAL</b>		\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?	x		

### FUNDING SOURCES:

How will this Capital Request be paid for?	YES	NO	If YES, please provide details.
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL IMPROVEMENT PROGRAM (CIP) CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

**PROJECT INFO:**

Phone System Replacement	Yes
<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>

**PROJECT SPONSOR:**

Wayland Joint Communications/Facilities Department	John Moynihan
<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>

**APPROVING BODY / VOTE:**

Board of Selectmen	10/23/2013
<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>

**PROJECT DESCRIPTION:**

Replace telephone system for the Public Safety Building
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**PROJECT JUSTIFICATION:**

By the year 2015 the phone system for the Public Safety Building will be 12 years old. This request is to provide for the normal replacement of technology in communication systems based on the age of the equipment.
--

**EVALUATION CRITERIA: (Applies to current year budget requests only)**

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria

**EXPENDITURE SCHEDULE:**

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION							\$ -	
4. EQUIPMENT		35,000					\$ 35,000	
5. OTHER							\$ -	
TOTAL	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	

**OPERATIONAL BUDGET IMPACT:**

	YES	NO	If YES, please provide details.
1. Will this Capital Request generate new revenue?		X	
2. Will this Capital Request <i>Increase</i> operating costs?		X	
3. Will this Capital Request <i>Decrease</i> operating costs?	X		May reduce repair expenses for the telephone system
4. Will this Capital Request impact personnel?		X	

**FUNDING SOURCES:**

	YES	NO	If YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	X		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



# TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

## CAPITAL APPROPRIATION REQUEST FY15 - FY19 (FIVE YEARS)

PROJECT INFO:	Station #2 Tight tank Installation <i>Project Title</i>	N <i>Included in Prior 5 Year Capital Plan? (Y/N)</i>
PROJECT SPONSOR:	Board of Selectmen/Facilities Department <i>Sponsor (Advocate) Name</i>	John Moynihan <i>Contact Information</i>
APPROVING BODY / VOTE:	Board of Selectmen <i>Contact Name and Email Address</i>	10/23/2013 <i>Date and Quantum of Vote (if required)</i>
PROJECT DESCRIPTION:	Design and installation of a new tight tank to handle waste water from the buildings floor drains	
PROJECT JUSTIFICATION:	This work needs to be done to comply with the new Board of Health floor drain requirements	

### EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS
- B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE
- C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS
- D. OPERATIONAL BUDGET IMPACT
- E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
	x	
		x
		x
x		
	x	

### EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		40,000					\$ 40,000	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL		\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	

### OPERATIONAL BUDGET IMPACT:

	YES	NO	IF YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

### FUNDING SOURCES:

	YES	NO	IF YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts			
4. Other			



## TOWN OF WAYLAND

41 COCHITUATE ROAD  
WAYLAND, MASSACHUSETTS 01778

**CAPITAL APPROPRIATION REQUEST**  
**FY15 - FY19 (FIVE YEARS)**

PROJECT INFO:	Townwide Energy Savings Service Contract	N
	<i>Project Title</i>	<i>Included in Prior 5 Year Capital Plan? (Y/N)</i>
PROJECT SPONSOR:	Energy Committee	John Moynihan
	<i>Sponsor (Advocate) Name</i>	<i>Contact Information</i>
APPROVING BODY / VOTE:	Board of Selectmen/ School Committee	10/23/2013
	<i>Contact Name and Email Address</i>	<i>Date and Quantum of Vote (if required)</i>
PROJECT DESCRIPTION:	Townwide program to upgrade and replace electrical, mechanical and control equipment to improve the towns energy consumption while at the same time replacing outdated equipment and systems	
PROJECT JUSTIFICATION:	The program will lower energy consumption and replace older equipment	

## EVALUATION CRITERIA: (Applies to current year budget requests only)

- A. ALTERNATIVE MEANS TO SATISFY NEEDS  
B. MAINTAINS OR IMPROVES THE STANDARD OF SERVICE  
C. MANDATED BY LEGAL OR REGULATORY REQUIREMENTS  
D. OPERATIONAL BUDGET IMPACT  
E. PROJECT FEASIBILITY, (READINESS)

Does Not Meet or Does Not Apply	Partially Meets Criteria	Fully Meets Criteria
		x
		x
x		
		x
		x

## EXPENDITURE SCHEDULE:

ELEMENT	Prior to Date	2015	2016	2017	2018	2019	TOTAL	Comments
1. PLANNING & DESIGN							\$ -	
2. LAND							\$ -	
3. CONSTRUCTION		2,715,876					\$ 2,715,876	
4. EQUIPMENT							\$ -	
5. OTHER							\$ -	
TOTAL		\$ 2,715,876	\$ -	\$ -	\$ -	\$ -	\$ 2,715,876	

## OPERATIONAL BUDGET IMPACT:

	YES	NO	IF YES, please provide details.
1. Will this Capital Request generate new revenue?		x	
2. Will this Capital Request <u>Increase</u> operating costs?		x	
3. Will this Capital Request <u>Decrease</u> operating costs?		x	
4. Will this Capital Request impact personnel?		x	

## FUNDING SOURCES:

	YES	NO	IF YES, please provide details.
How will this Capital Request be paid for?			
1. Borrowing/Cash Capital	x		
2. CPA Funds			
3. Grants or Gifts	x		Green Communities anticipated grant
4. Other	x		Savings from energy operating budgets and Rebates