SELECT BOARD AGENDA
Regular Meeting
6:00 p.m. June 11, 2024

Needham Town Hall
Select Board Chambers & Zoom

Initially Published: June 7, 2024 at 12:25 PM
Revision: June 10, 2024 at 4:00 PM
Second Revision: June 11, 2024 at 4:15 PM

Pursuant to Chapter 2 of the Acts of 2023, meetings of public bodies may be conducted virtually provided that adequate access is provided to the public.

To listen and view this virtual meeting on a phone, computer, laptop, or tablet, download the "Zoom Cloud Meeting" app in any app store or at www.zoom.us. At the above date and time, click on "Join a Meeting" and enter the meeting or click the link below to join the webinar:

Link:
https://us02web.zoom.us/j/82601013229?pwd=OE82V1MxQnJUZHVXZjFNbWJXRFJoQT09
Webinar ID: 826 0101 3229
Passcode: 652800
One tap mobile: +16469313860,,82601013229#,,,,*652800#

This is a public meeting of the Needham Select Board. The meeting is open to the public both in person and via Zoom. Residents are invited to provide comment during the public comment period (as set forth below) and for any item explicitly listed as a public hearing. Public comment is not available during other agenda items.

	6:00	Public Comment Period Residents are encouraged to inform the Office of the Town Manager in advance via email (OTM@needhamma.gov), telephone (781) 455-7500 extension 204, or in person by the end of the business day prior to the meeting of their intent to participate in the public comment period. The Chair will first recognize those who have communicated in advance their desire to speak for up to three minutes. If time allows, others wishing to speak will be recognized in an order determined by the Chair for up to three minutes. The Board's policy on public participation in meetings can be found here.
1.	**6:00**	2024 Juneteenth Proclamation
2.	**6:00**	Incidents of Intolerance in Needham Added Attachment • John Schlittler, Chief of Police • Tina Burgos, Needham Human Rights Committee • Jen Howard, Needham Human Rights Committee

3.	**6:05**	Public Hearing: Eversource Grant of Location – 18 Brookside Road • Joanne Callender, Eversource Representative
4.	**6:10**	Public Hearing Water and Sewer Rates • Water and Sewer Rate Structure Committee • David Davison, Deputy Town Manager/Director of Finance • Carys Lustig, Director of Public Works • Michael Retzky, Superintendent of Water and Sewer
5.	**6:30**	Application for a Change of Manager for an All-Alcohol License – 365 Management Company, LLC d/b/a Residence Inn by Marriott Boston Needham • Jeff Terwilliger, Proposed Manager of Record
6.	**6:35**	Needham Art Association Public Art Project • Charly Nanda, Needham Art Association • J.P. Cacciaglia, Economic Development Manager
7.	**6:45**	Needham Community Action Network: Planter Art Mosaic –Go With the Flow • Charly Nanda, Needham Community Action Network • J.P. Cacciaglia, Economic Development Manager
8.	**6:45**	Town Manager • Policy Regarding Executive Session Minutes • Update to List of Special Municipal Employees • American Rescue Plan Act Funding Added in Second Revision • Town Manager Report
9.	**7:00**	Board Discussion • Committee Reports

APPOINTMENT CALENDAR

1.	Paul Molta	Climate Action Committee Term Exp: 6/30/2026
2.	Irwin Silverstein	Climate Action Committee Term Exp: 6/30/2027
3.	Ajay Devendran	Climate Action Committee Term Exp: 6/30/2025

CONSENT AGENDA *Supporting Documents in Agenda Packet Revisions noted in each item

1.*	Approve Open Session Minutes of April 16, 2024 and May 28, 2024
2.	Approve the 2024 Weekday and Sunday Entertainment licenses for the Rotary Club of Needham Carnival running from July 18 to July 21, 2024, pending approval from the following departments: Police, Fire, and Public Works.
3.	Approve a request from Jill Barber, Charles River YMCA, to hold the road event "Race to Kick Cancer." The event is scheduled for Sunday, September 22, 2024, at 10:00 am – 12:00 pm. The event and route have been approved by the following departments: Fire, Police, Public Works and Park & Recreation.

4.	Accept the following donations made to the Needham Community Revitalization Trust Fund: • $100 from Rotary Club of Needham • $200 from Plugged In Band Program, Inc. • $200 from Charles River Center • $400 from Needham Council for Arts & Culture • $500 from Carol De Lemos
5.	Accept the following donations made to the Needham Community Revitalization Trust Fund for the Bert Wikstrom Bench: • $200 from Barbara and Bill Allan • $500 from the Closet Exchange
6.	Approve the following donation to the Needham Health Division: • $300 from Christ Episcopal Church for Needham's Gift of Warmth Program • $1,000 from Darshana & Sandeep Thakore for Needham's Traveling Meals Program
7.*	In accordance with Section 20B of the Town Charter, and upon the recommendation of the Town Manager, adopt a revised classification and compensation plan (Schedule A) for FY2025, retaining current titles in lieu of changes recommended in the 2020 Classification and Compensation Study. Attachment updated with corrected formatting.
8.	Dissolve the following committees: Climate Action Plan Committee, Single Parcel Historic District Study Committee, Transportation Planning and Review Committee, and Town By-Law and Charter Review Working Group.
9.*	Approve 20B Exemption for the following individuals to engage in work with the Needham Park and Recreation Department: Grace Scifilliti & Katherine Kurdziel. New item added
10.*	Approve and sign Water Sewer Abatement #1329 New item added

NOTICE OF APPROVED BLOCK PARTIES **Revised with addition**

Name	Address	Party Location	Date	Time	Rain Date
Wes & Lauren Soper	32 Mark Lee Road	32 Mark Lee Road	6/13/24	12pm-4pm	N/A
Carin Hofer	166 Fair Oaks Park	Fair Oaks Park from Great Plain Ave to Harris Avenue	7/3/24	4pm-8pm	N/A
Jake Eisenhard	59 Beaufort Avenue	Beaufort Avenue from Nichols to Bond Street	6/29/24	3pm-9pm	N/A
Janine Helwig	158 Meadowbrook Rd	Intersection of Newell Ave & Prospect Street	9/7/24	3pm-9pm	9/8/24

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES **New Section Added**

Hosting Organization	Event Title	Location	Event Date
Thiccy'sClub LLC	Crossfit One Nation	Crossfit Invictus, 10 Charles Street	6/22/2024

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	2024 Juneteenth Proclamation
Presenter(s)	

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
The Board will read the 2024 Juneteenth Proclamation.	
2.	**VOTE REQUIRED BY SELECT BOARD**
Suggested Motion: That the Board vote to approve and sign the 2024 Juneteenth Proclamation.	
3.	**BACK UP INFORMATION ATTACHED**
a) 2024 Juneteenth Proclamation b) Juneteenth Observation Flyer	

TOWN OF NEEDHAM
2024 JUNETEENTH PROCLAMATION

WHEREAS: On July 4, 1776 the thirteen United States of America pronounced in their Declaration of Independence the self-evident truth that all men are created equal, even as those states continued to allow the cruel and inhumane enslavement of African people stolen from their homelands; and

WHEREAS: In 1863 during the Civil War, President Lincoln issued the Emancipation Proclamation declaring that "all persons held as slaves" within the states then in a state of rebellion "are, and henceforth shall be free"; and

WHEREAS: Due to the slow advance of Union troops, enslaved people in Texas did not know of the signing of the proclamation and their subsequent freedom until Union General Gordon Granger issued General Order No. 3 on June 19, 1865; and

WHEREAS: In 1866 formerly enslaved people and their allies began commemorating the anniversary of the issuance of General Order No. 3 on June 19, calling the date Juneteenth, with celebrations spreading throughout the South and the country over the next century and a half; and

WHEREAS: In 2020, Governor Charlie Baker signed into law a bill designating Juneteenth as a legal holiday in the Commonwealth of Massachusetts.

NOW THEREFORE, be it resolved that June 19th, 2024 be declared Juneteenth in the Town of Needham and that all residents be encouraged to observe Juneteenth as a celebration of the resilience of Black Americans and an opportunity for education about the true history of this country.

Signed this eleventh day of June, 2024

_____

_____

_____

_____

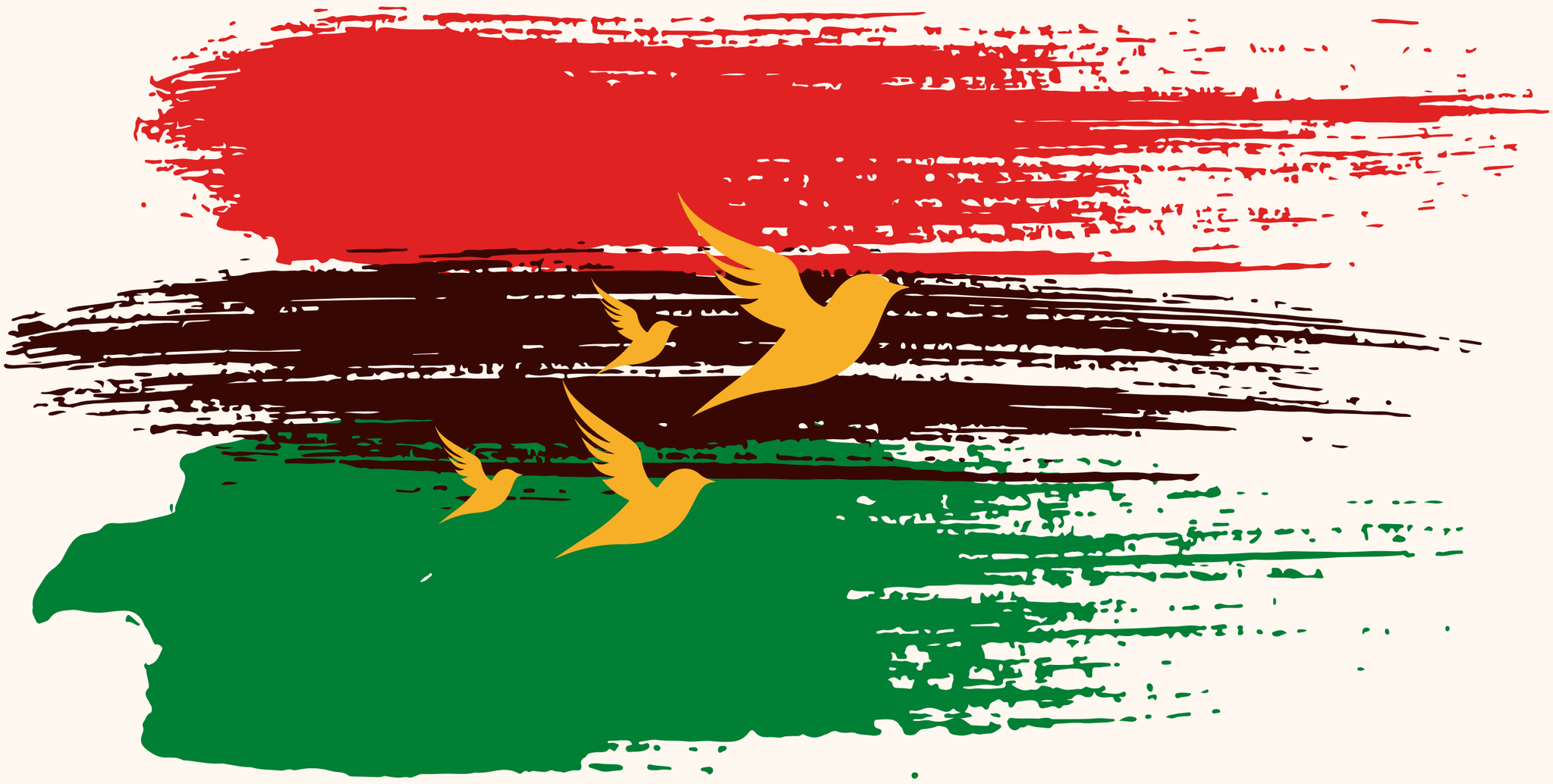
_____

SELECT BOARD

JUNE 19TH

JUNETEENTH

NATIONAL INDEPENDENCE DAY



JUNETEENTH OBSERVATION

Wednesday, June 19, 2024
9:30 AM
Needham Town Common

Join your neighbors and local, state and federal leaders for a recitation of the Emancipation Proclamation, remarks and reflection

ALL ARE WELCOME

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	Incidents of Intolerance in Needham
Presenter(s)	John Schlittler, Chief of Police Tina Burgos, Needham Human Rights Committee Jen Howard, Needham Human Rights Committee

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
The presenters will discuss with the Board recent incidents of intolerance in Needham.	
2.	**VOTE REQUIRED BY SELECT BOARD**
Suggested Motion: That the Select Board vote to adopt the Statement on Incidents of Intolerance in Needham.	
3.	**BACK UP INFORMATION ATTACHED**
a. Select Board Statement on Incidents of Intolerance in Needham (Provided at Later Date) Revised to Add Statement	

T O W N O F N E E D H A M
TOWN HALL
Needham, MA 02492-2669

TEL: (781) 455-7500
FAX: (781) 449-4569

Statement of Needham Select Board

The Select Board is aware of multiple incidents of antisemitism, Islamophobia, intolerance and hate in Needham, and we feel compelled to specifically address these matters.

These recent incidents, reported to Town staff, the Human Rights Committee, and the Needham Police Department include statements posted on private property, removal of lawn signs, silencing of opinions, and disruption of religious events, among others.

The Select Board abhors this behavior. Acts that threaten or violate another person's safety or property cannot be tolerated.

We ask that you join us in demonstrating that even when we disagree, we are one Needham, one community.

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	Public Hearing: Eversource Grant of Location – 18 Brookside Road
Presenter(s)	Joanne Callender, Eversource Representative

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

Eversource Energy requests permission to install approximately 70 feet of conduit in Brookside Road. The reason for this work is to provide service to 18 Brookside Road.

The Department of Public Works has approved this petition, based on Eversource Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, that conduit must be placed at 24" below grade to the top of the conduit.

2.	**VOTE REQUIRED BY SELECT BOARD**

Suggested Motion: That the Select Board approve and sign a petition from Eversource Energy to install approximately 70 feet of conduit in Brookside Road.

3.	**BACK UP INFORMATION ATTACHED**

a. DPW Review Sheet
b. Letter of Application
c. Petition
d. Order
e. Petition Plan
f. Notice Sent to Abutters
g. List of Abutters

TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT

NEEDHAM, MA 02492 Telephone: (781) 455-7550
www.needhamma.gov/dpw

TO: Emily Meyer, Select Board Office
FROM: DPW Office
DATE:
RE:

For Select Board Meeting of

Abutters list & labels at Assessors Office.

Please email confirmation date & time of hearing

GRANT OF LOCATION PETITION REVIEW

DATE OF FIELD REVIEW: 5-30-24 REVIEWER: R.W.W.

SITE LOCATION: #18 BROOKSIDE RD. UTILITY REQUESTING: EVERSOURCE

Conduit Work Area Description

A Sidewalk/Grass Strip Crossing Only Peer Review _____

(B) Work Within Paved Road Perpendicular Crossing Peer Review tar

C Work within a Plaza Area/Landscaped Island/Parallel Along Roadway

Peer Review _____ Div. Head Review _____

D Other Peer Review _____ Div. Head Review _____

- [x] Petition Plan Consistent with Field Review
- [x] Diameter of Conduit 3"
- [x] Depth of Conduit
- [ ] Utility Conflicts DRAIN
- [ ] Crossing Perpendicular to Road PARALLEL AND PERPENDICULAR
- [x] Public Road
- [x] Double Pole No
- [x] Old Pole Removed N/A
- [x] Cables Transferred to New Pole N/A
- [x] New Riser on Pole NO
- [x] Visible Trench Patch across Road/Sidewalk No
- [ ] Abutters List Complete
- [x] Photos Included

Department Head _____

COMMENTS:

THIS ONE LOOKS GOOD. NO TRENCHING VISIBLE, NO RISER ON POLE. THE CONDUIT LINE WILL CROSS EXISTING DRAIN LINE IN STREET.

The application is order pending a Public Hearing. Tar 6/6/24

EVERSOURCE ENERGY

180 Calvary Street
Waltham, Ma 02453

May 22, 2024

Select Board
Town Hall
1471 Highland Avenue
Needham, MA 02192

RE: Brookside Road
Needham, MA
W.O.# 16748272

Dear Members of the Board:

The enclosed petition and plan are being presented by the NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 70 feet of conduit in Brookside Road.

The reason for this work is to provide service to #18 Brookside Road.

If you have any further questions, contact Joanne Callender at (781) 314-5054. Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone
Rights and Permits, Supervisor

RMS/HC
Attachments

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of NEEDHAM

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** has petitioned for permission to construct a line for the tranmission of electricity for lighting, heating or power under the public way or ways of the Town thereinafter specified, and notice has been given and a hearing held on said petition as provided by law.
It is ORDERED that **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

Brookside Road - **Northerly thence easterly from pole 6/32, approximately 2630 feet north of Rolling Lane, install approximately 70 feet of conduit.**

W.O.# 16748272

All construction work under this Order shall be in accordance with the following conditions:
1. Conduits and manholes shall be located as shown on the plan made by **K. Rice, dated May 6, 2024** on the file with said petition.
2. Said company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the Select Board or such officer or officers as it may appoint to supervise the work.

1 _____
2 _____
3 _____
4 _____
5 _____

Select Board
the Town of
NEEDHAM

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2024 at _____ in said Town.

1 _____
2 _____
3 _____
4 _____
5 _____

Select Board
the Town of
NEEDHAM

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Select Board** of the Town of **NEEDHAM,** Masssachusetts, duly adopted on the _____ day of _____, 2024 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of **NEEDHAM,** Massachusetts

PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY FOR LOCATION FOR CONDUITS AND MANHOLES

To the **Select Board** of the Town of **NEEDHAM** Massachusetts:

Respectfully represents **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **K. Rice, dated May 6, 2024,** and filed herewith, under the following public way or ways of said Town:

Brookside Road - **Northerly thence easterly from pole 6/32, approximately 2630 feet north of Rolling Lane, install approximately 70 feet of conduit.**

W.O.# 16748272

NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY

By: *Richard M. Schifone*
Richard M. Schifone, Supervisor
Rights & Permits

Dated this 22nd day of May 2024

Town of **NEEDHAM** Massachusetts

Received and filed _____2024

_____

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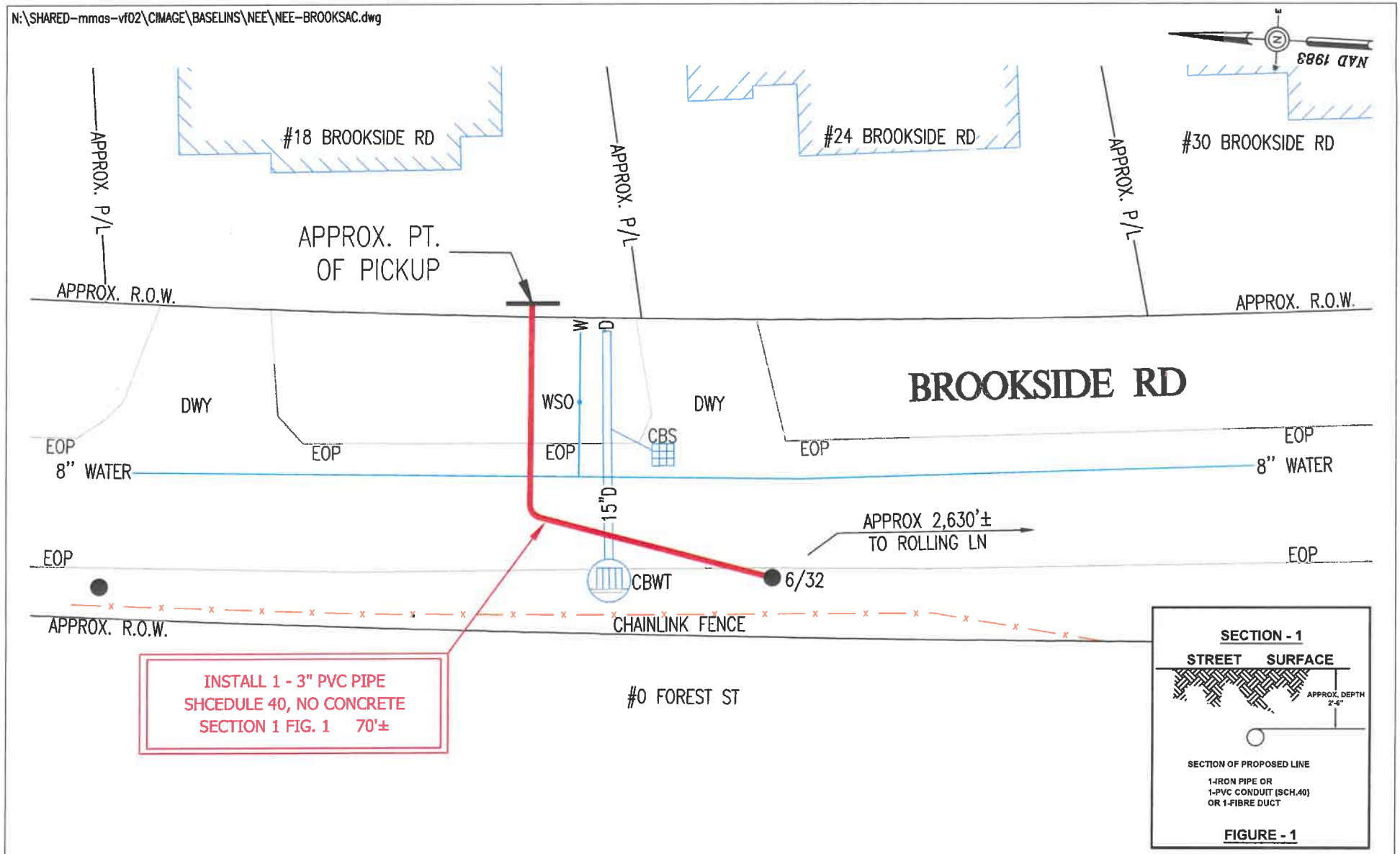

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SCALE IN FEET

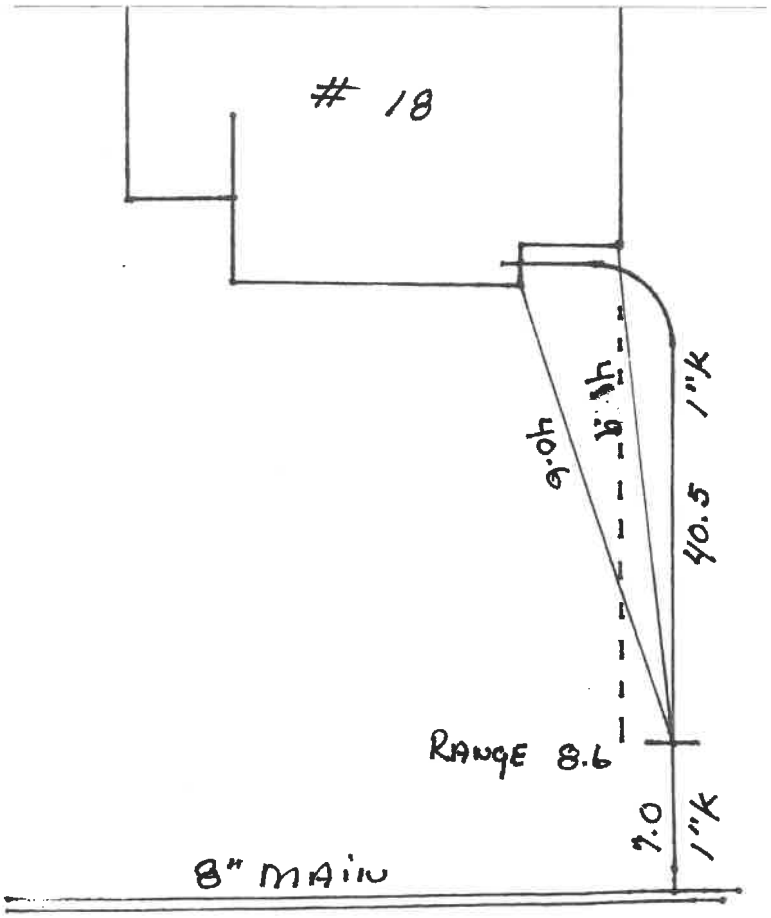
BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT. TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C# 117-24	NSTAR ELECTRIC d/b/a EVERSOURCE
Ward #	1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Work Order # 16748272	
Surveyed by: GR/SJ	*Plan of* #18 BROOKSIDE RD
Research by: GR	NEEDHAM
Plotted by: GR	Showing PROPOSED CONDUIT LOCATION
Proposed Structures: GR	
Approved: K. RICE	Scale 1"=20' Date MAY 6, 2024
P#	SHEET 1 of 1



BROOKSIDE RD.

TOWN OF NEEDHAM, MASSACHUSETTS

Building Inspection Department

Assessor's Map & Parcel Number: 119-113-26

Building Permit Number: _____

Zoning District: SRA

Lot Area: 43,943 S.F.

Address: 18 Brookside Road

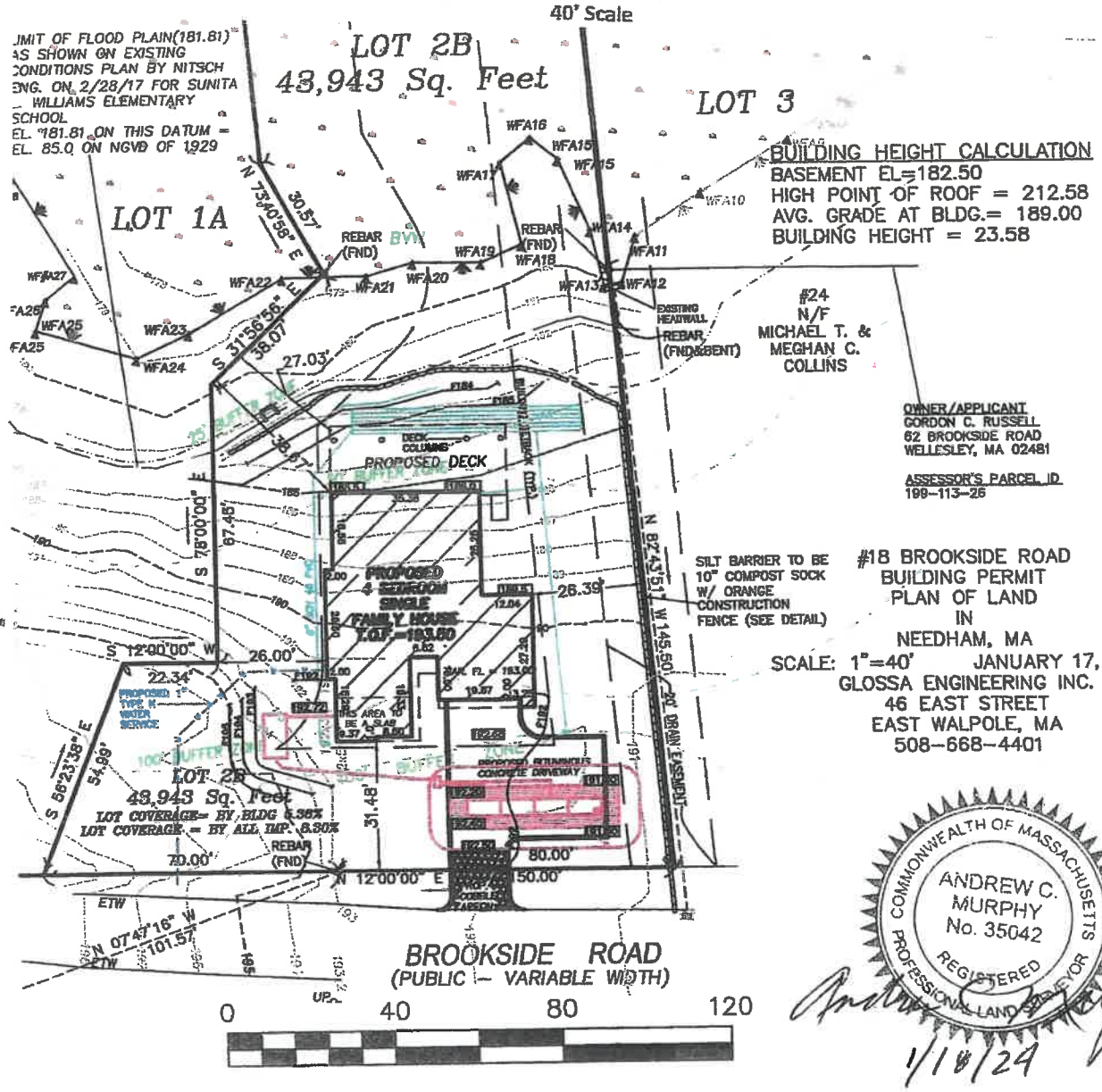
Owner: Gordon C. Russell

Builder: Copper Leaf Development

DEMO / PROPOSED PLOT PLAN / FOUNDATION AS-BUILT / FINAL AS-BUILT

Circle One that Applies

40' Scale



COMMONWEALTH OF MASSACHUSETTS
ANDREW C. MURPHY
No. 35042
REGISTERED PROFESSIONAL LAND SURVEYOR

1/18/24

Note: Plot Plans shall be drawn in accordance with Sections 7.2.1 and 7.2.2 of the Zoning By-Laws for the Town of Needham. All plot plans shall show existing structures and public & private utilities, including water mains, sewers, drains, gas lines, etc.; driveways, septic systems, wells, Flood Plain and Wetland Areas, lot dimensions, lot size, dimensions of proposed structures, sideline, front and rear offsets and setback distances (measured to the face of structure) and elevation of top of foundations and garage floor. For new construction, lot coverage, building height calculations, proposed grading and drainage of recharge structures. For pool permits, plot plans shall also show fence surrounding pool with a gate, proposed pool and any accessory structures*, offsets from all structures and property lines, existing elevations at nearest house corners and pool corners, nearest storm drain catch basin (if any) and sewage disposal system location in areas with no public sewer.
Accessory structures may require a separate building permit — See Building Code.

I hereby certify that the information provided on this plan is accurately shown and correct as indicated.
The above is subscribed to and executed by me this 18 day of January, 20 24.

Name: Andrew C. Murphy, Registered Land Surveyor Date: 1/18/2024
Address: 46 East St City: Walpole, State: MA Zip: 02032 Phone: 508-668-4401
Approved: _____, Director of Public Works Date: _____
Approved: _____, Building Inspector Date: _____

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#18
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OLD #18
PROP. DRWY.
PROPOSED
3" CONDUIT
LOCATION
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113-0025
#24
113-0025
#24
#24
POLE #6/32
BROOKSIDE RD.
#30
113-0024
#30
113-0024

NOTICE

To the Record

You are hereby notified that a public hearing will be held **at 6:05 p.m. on Tuesday, June 11, 2024 in person at Town Hall, 1471 Highland Avenue, Needham, MA 02492 and via Zoom** upon petition of Eversource Energy dated May 22, 2024 to install approximately 70 feet of conduit in Brookside Road. The reason for this work is to provide service to 18 Brookside Road.

A public hearing is required and abutters are hereby notified.

If you have any questions regarding this petition, please contact Joanne Callender, Eversource Energy representative at (781) 314-5054.

Kevin Keane
Heidi Frail
Catherine Dowd
Marianne Cooley
Joshua Levy

SELECT BOARD

You are invited to a Zoom webinar:
https://us02web.zoom.us/j/82601013229?pwd=OE82V1MxQnJUZHVXZjFNbWJXRFJoQT09
Passcode: 652800
Webinar ID: 826 0101 3229

Dated: June 3, 2024

18 BROOKSIDE ROAD

PARCEL ID	OWNER NAME 1	OWNER NAME 2	MAILING ADDRESS	CITY	ST	ZIP
199/113.0-0024-0000.0	RUSSELL, GORDON C.		PO BOX 643451	VERO BEACH	FL	32964-
199/113.0-0029-0000.0	WELLESLEY COUNTRY CLUB		WELLESLEY AVE	WELLESLEY HILLS	MA	02481-
199/113.0-0026-0000.0	RUSSELL, GORDON C.		100 FRONT STREET	WORCESTER	MA	01608-
199/310.0-0006-0000.0	RUSSELL, GORDON C., TR		PO BOX 643451	VERO BEACH	FL	32964-
199/113.0-0025-0000.0	COLLINS, MICHAEL T &	COLLINS, MEGHAN C	24 BROOKSIDE RD	NEEDHAM	MA	02492-
199/113.0-0027-0000.0	193 WORCESTER RD ASSOCIATES LLC	C/O GORDON, RUSSELL TR.	PO BOX 643451	VERO BEACH	FL	32964-

Certified as list of parties in interest under Mass. General Laws and Needham Zoning By-Law, to the Best of our knowledge
for the Needham Board of Assessors.....

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 06/11/2024

Agenda Item	Public Hearing Water and Sewer Rates
Presenter(s)	Water and Sewer Rate Structure Committee David Davison, Deputy Town Manager/Director of Finance Carys Lustig, Director of Public Works Michael Retzky, Superintendent of Water and Sewer

1. BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED

The Water and Sewer Rate Structure Committee met on four different days to prepare for its recommendation to the Board for the FY2025 water and sewer rates. It is anticipated that the Select Board will vote on the water and sewer rates at its meeting on June 25, 2024.

2. VOTE REQUIRED BY SELECT BOARD

Suggested Motion: None

3. BACK UP INFORMATION ATTACHED

- **a.** Legal Notice
- **b.** Water and Sewer Rate Proposal Schedule
- **c.** Water and Sewer Rate Recommendation memo

LEGAL NOTICE

Town of Needham

Select Board
Public Hearing

The Needham Select Board will hold a public hearing on Tuesday, June 11, 2024 at 6:10 p.m. in the Needham Town Hall, 1471 Highland Avenue, Needham, Massachusetts 02492. The purpose of this hearing is to provide the public with an opportunity to comment on any proposed changes to the water and sewer rates. In addition, written comments may be sent to the Select Board, Town Hall, 1471 Highland Avenue, Needham, Massachusetts 02492 or may be emailed to selectboard@needhamMA.gov

2x3 Town of Needham - Sewer and Water Rates 6-6-24 *6-6-24 HTW*

Town of Needham
Water and Sewer Rates

Description	Current Rate	Proposed Rate	$ Change
Basic Service Fee - Monthly	$5.00	$5.34	$0.34
Basic Service Fee - Quarterly	$15.00	$16.00	$1.00
Water - Primary Meter			
Step 1	$3.30	$3.37	$0.07
Step 2	$3.53	$3.61	$0.08
Step 3	$4.43	$4.53	$0.10
Step 4	$5.44	$5.56	$0.12
Basic Service Fee - Monthly	$1.34	$1.67	$0.33
Basic Service Fee - Quarterly	$4.00	$5.00	$1.00
Water - Secondary Meter			
Step 1	$5.60	$5.72	$0.12
Step 2	$6.04	$6.17	$0.13
Step 3	$6.69	$6.84	$0.15
Step 4	$8.91	$9.11	$0.20
Basic Service Fee - Monthly	$4.00	$4.34	$0.34
Basic Service Fee - Quarterly	$12.00	$13.00	$1.00
Sewer			
Step 1	$9.82	$10.50	$0.68
Step 2	$10.84	$11.59	$0.75
Step 3	$11.69	$12.50	$0.81
Step 4	$12.75	$13.63	$0.88

Prices are per 100 cubic feet (CF)
1 CF = 7.4805 Gallons
AHWS = 12,000 CF Per Year

TOWN OF NEEDHAM
DEPARTMENT OF FINANCE
1471 Highland Avenue
Needham, Massachusetts 02492
Telephone 781-455-7500 www.needhamma.gov

Memorandum

To: Select Board
From: David Davison, Deputy Town Manager/Director of Finance
CC: Water and Sewer Rate Structure Committee; Kate Fitzpatrick, Town Manager; Katie King, Deputy Town Manager; Carys Lustig, Director of Public Works; Shane Mark, Assistant Director of Public Works/Operations; Cecilia Simchak, Assistant Director of Finance; Ellyse Glushkov, Treasurer and Collector; Michael Retzky, Water and Sewer Superintendent
Date: June 7, 2024
Re: Water and Sewer Rate Recommendations

A public hearing has been scheduled for the Board's meeting on June 11, 2024, and the final rates are proposed to be set at the Board's June 25, 2024 meeting. The Water and Sewer Rate Structure Committee met on Wednesday, May 1, 2024, Wednesday, May 22, 2024, Wednesday, May 29, 2024, and Wednesday, June 5, 2024, to weigh and deliberate on options for the Select Board to consider. The five-member committee is appointed by the Select Board, and its general charge is to review proposed changes to the water and sewer rate structure and to make recommendations to the Board on said changes. The Select Board expanded the Committee's scope to also provide recommendations to the Board on changes to the Stormwater Mitigation Assessment (SMA) fee structure as well. The Board adopted the new fee structure at the April 12, 2023 meeting, which was to take effect on January 1, 2024, but the Board approved a delay until April 1, 2024 due to the implementation of a new utility billing system. Therefore, no review of the stormwater fees was done this year. The Committee consists of the Chair, John Tallarico, Harold Burger, Peter Kuck, John Terry, and Matt Zollner.

<u>Consumption Trends</u>

It is important to remember that the water which runs through the domestic (primary) water meter of a customer, who is also connected to the public sewer, is the basis for determining the sewer bill for the customer. When a customer has a secondary water meter installed (commonly used for irrigation), the water which is used outside of the house is measured separately, and therefore is not included in the calculation of the sewer bill. In this case, sewer revenue declines, but the expense of the sewer system does not. Although the installation of an irrigation meter lowers the cost to the individual customer, the decline in billable primary water use also lowers the amount that is used to determine the sewer bill. Therefore, the sewer rates must increase in order to generate the same amount of revenue. The problem is worsened if the primary meter water use is estimated too high when determining the rates. Furthermore, by state regulatory design, the rate charged per unit increases as consumption increases, conversely, when consumption declines, the amount of revenue lost is more impactful, and consequently will result in even higher rates per unit to support operations.

Table One
Water and Sewer
Billed Consumption History
Fiscal Year July 1 – June 30

	2017	2018	2019	2020	2021	2022	2023	3-Year Average	5-Year Average	7-Year Average
Hundred Cubic Feet										
WATER										
Primary Water	1,091,307	1,064,537	1,017,472	939,664	1,009,461	984,044	960,737	984,747	982,276	1,009,603
Percent Change from prior year	**-2.2%**	**-2.5%**	**-4.4%**	**-7.6%**	**7.4%**	**-2.5%**	**-2.4%**			
Secondary Water	341,902	284,575	335,420	303,407	442,941	396,580	478,883	439,468	391,446	369,101
Percent Change from prior year	**-8.8%**	**-16.8%**	**17.9%**	**-9.5%**	**46.0%**	**-10.5%**	**20.8%**			
TOTAL BILLED WATER	1,433,209	1,349,112	1,352,892	1,243,071	1,452,402	1,380,624	1,439,620	1,424,215	1,373,722	1,378,704
Percentage Change in Total Water Billed From Prior Year	-3.9%	-5.9%	0.3%	-8.1%	16.8%	-4.9%	4.3%			
Secondary Water as a % of Total Billed Water	23.9%	21.1%	24.8%	24.4%	30.5%	28.7%	33.3%	30.9%	28.5%	26.8%
SEWER										
TOTAL BILLED SEWER	915,316	895,424	891,805	860,235	914,046	888,838	866,421	889,768	884,269	890,298
Percentage Change in Total Sewer Billed From Prior Year	-1.5%	-2.2%	-0.4%	-3.5%	6.3%	-2.8%	-2.5%			
Total Billed Sewer as a % of Total Billed Water	63.9%	66.4%	65.9%	69.2%	62.9%	64.4%	60.2%	62.5%	64.4%	64.6%

Total primary water use consumption declined from FY2017 through FY2020, refer to Table One (please note that the table shows the figures in 100 c.f. measures). However, the decline in billed primary water use during that period was generally tied to the phase out of the Coca Cola bottling operation in Needham. Coca Cola bottling related activities effectively ended in FY2020 and their consumption is now on par with many commercial operations in Town. Coca Cola was billed for 10,915,000 cubic feet (c.f.) of primary water use during FY2017, and declined to 68,700 c.f. of billed primary water use during FY2020, an amount equal to about six households. Coca Cola billed primary water use in FY2017 represented approximately 10.0% of the total billed primary water use (109,130,700); Coca Cola's FY2020 billed use represented 0.07% of the total billed use (93,966,400). Coca Cola's use in earlier years was approximately 15% of the total billed domestic use. Because most all of Coca Cola's usage was billed at the step four rate, the revenue loss was more than the decline in billed use. Coca Cola's billed water represented more than 12% of total billed primary water revenue for FY2017; in prior years Coca Cola could represent 20 to 25% of primary water revenue. Coca Cola's phase out of its bottling operations had a similar impact with sewer. In FY2017, Coca Cola's billed sewer volume represented approximately 4.4% of the total, and revenue was nearly 5% of the total. In FY2016, sewer revenue from Coca Cola was more than 7.5% of the total, and in earlier years it was

often 10 to 12%. Coca Cola's FY2020 billed sewer volume was 0.07% of the total billed sewer and the revenue was just $6,828 or less than 0.08% of the total billed sewer.

Overall, primary water use decreased from 109,130,700 c.f. billed during FY2017 to 106,453,700 c.f. billed in FY2018, a decrease of 2.50%. The FY2019 billed primary water use declined by 4.4% to 101,747,185 c.f. from FY2018; FY2020 decreased by 7.6% for a total of 93,966,395 c.f. FY2020 had the lowest billed primary water use in the last seven years. The following year (FY2021) billed primary water use increased by more than 7.4% to 100,946,100 c.f. This increase happened during the height of the COVID travel restrictions and when many did not go to their places of employment. Residential use was up, and commercial use was down. However, many commercial customers have a greater share of water use at the top step compared to residential customers. So, although billed volume was higher, there would not necessarily be a commensurate increase in revenue. The three-year average (FY2021 – 23) on Table One for total primary water use, shows that the average cubic feet consumption (98,474,700) was slightly more (0.3%) when compared to the five-year average (98,227,600) but was approximately 2.5% less than the seven-year (100,960,300) average.

Billed water use through secondary meters can have wide swings in total consumption from year to year. Secondary water usage is affected by weather much more so than primary water use, although warmer months tend to have higher water use by both services. Secondary water use billed for FY2023 increased by 20.8% with 47,888,300 c.f. compared to the 39,658,000 c.f. that was billed use for FY2022. This swing in billed use comes after the FY2022 decline of 10.5% with 39,658,000 c.f. compared to the 44,294,100 c.f. billed during in the prior year. FY2021 billed use had an increase of 46% over the 30,340,700 c.f. billed during FY2020. The FY2020 water use was 9.5% lower than was billed during FY2019 with 33,542,000 c.f. FY2019 billed usage was approximately 17.9% more than the 28,457,500 c.f. billed during FY2018. The billed secondary water use during FY2018 was the lowest for the immediate past seven-year period (FY2017 – 23). FY2018 (28,457,500) billed use was a decline of 16.8% from the 34,190,200 c.f. billed in prior year, and FY2017 was a decrease of 8.8% from FY2016. The three-year (FY2021 – 23) average of the billed secondary water use was 43,946,800 cubic feet, an increase of 4,802,180 c.f., 12.3% more than the five-year average (39,144,620) and more than 19% of the seven-year (36,910,114). The five-year (FY2019 – 23) secondary water average was 6.1% more than the seven-year average (35,424,100).

Total billed sewer volume has been declining for years. Over the past seven completed fiscal years, only FY2021 had a year over year increase in billed use. The FY2018 billed sewer volume (89,542,400 c.f.) declined by 2.2% from the FY2017 volume (91,531,600 c.f.). During FY2019, a total of 89,180,500 c.f. was billed which was 0.4% less than FY2018. FY2020 billed sewer volume of 86,023,500 c.f. was 3.5% less than FY2019 and was the lowest billed volume over the past seven years (FY2017-23). During FY2021, 91,404,600 c.f. was billed for sewer which represents a 6.3% increase over FY2020. This increase was driven by residential properties, as many people stayed home due to the COVID related restrictions, but billable commercial sewer was less. The total billed sewer for FY2022 was 88,883,800 c.f. a decrease of 2,520,800 c.f. (-2.8%) from FY2021 followed by decrease of 2.5% for FY2023 with 86,642,100 c.f. The billed sewer three-year average (FY2021 – 23) was 88,976,800 c.f. which compared to the five-year average of 88,426,900 c.f., was slightly higher (0.6%) but slightly lower (.01%) than the seven-year average of 89,029,800 c.f. The three-year average uptick was due to

the increased volume during FY2021 that stemmed from the COVID restrictions which kept more people at home rather than at their places of employment, schooling and travelling.

Rate Structure Development

The basis of the rate structure is to distribute the costs associated with operation, maintenance, capital infrastructure, and other liabilities incurred to provide public water and sewer services. We must be able to demonstrate that the rate structure will generate the revenue to meet appropriations and other liabilities to be paid during the fiscal year. Because demands on the system and costs can swing significantly from year-to-year, due to factors such as seasonal demand for water, infrastructure improvements, unexpected major system repairs, assessments for the treatment of sewer, purchase of water from the MWRA, and regulatory and local constraints, we look to reach a rate revenue target estimate rather than a specific dollar amount in determining where rates need to be to pay the costs of operations. The revenue estimates for water and sewer are calculated to meet the estimated operating expenses, maintain sufficient reserves to fund unexpected events, maintain adequate capital to satisfy the liquidity and financial ratios that the rating agencies look for when determining the Town's overall credit rating, and to weather short term consumption variations.

Chart One
User Rate Revenue Target

WATER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$7,473,050.00
Less Estimated Fix Rate Revenue	($740,000)
Less Adjustment for Higher MWRA Water Use	
Add Doubtful Account Allowance (0.75%)	$56,048
Expenditures to be Supported by Rate Revenue	**$6,789,098**
Rounding Adjustment	($98)
User Rate Revenue Target	**$6,789,000**
Estimated Billable Volume (4-Yr Average) FY2020 - FY2023	137,892,900
Minimum Flat Rate	**$4.92**

SEWER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$11,375,551.00
Less Estimated Fix Rate Revenue	($310,000)
Less Estimated General Fund Payment	($800,000)
Add Doubtful Account Allowance (0.75%)	$85,317
Expenditures to be Supported by Rate Revenue	**$10,350,868**
Rounding Adjustment	$132
User Rate Revenue Target	**$10,351,000**
Estimated Billable Volume (4-Yr Average) FY2020 - FY2023	88,238,500
Minimum Flat Rate	**$11.73**

The user rate revenue target for both sewer and water are determined by estimating the operating appropriations for the next three years (FY2025 – 27) and then using the three-year average, less other revenue sources (e.g., basic service fees, specific service charges), and adjustments for uncollectible (doubtful) and rounding. The water revenue target is $6,789,000 and the sewer revenue target is $10,351,000 (refer to Chart One). The revenue target for water is 2.23% higher than the target for FY2024 ($6,641,000) and the revenue target for sewer is 6.17% higher than the target for last year ($9,749,000). The billable volume estimates are based on immediate past four fiscal years activity (FY2020 – 2023). The Committee inquired why the 2020 data would be included in the estimate whereas last year we excluded the 2020 data from the calculations. However, because domestic water use continues to show decline, and FY2023 data were on par with FY2020, and thus far FY2024 is showing another decline, the FY2020 data were not disproportionately affecting rates; Committee members agreed.

The Committee reviewed five different water rate structure options and seven sewer rate structure options. The Committee, understanding that the billed consumption pattern has been one of decline, that the impact of the loss of the Coca Cola revenue has not yet been fully addressed, and that infrastructure and operational requirements were going to necessitate higher increases over the next few years, requested additional options which included a variation of the presented water and sewer options and an option which would broaden the minimum or basic service fee. The additional options were presented at the May 29, 2024 meeting. This provided the Committee with seven water rate and nine sewer rate possibilities to ponder. In total, the Committee had 63 scenarios for consideration. Every scenario had different consequences and degree of risk of not meeting the revenue target. Since expense, consumption, and volume billed at each step are based on averages, we deemed a rate structure that is estimated to generate revenue that is 98.5% to 101.5% of the user rate revenue target as meeting the target. The Committee reduced the number of water rate options for consideration from seven (the current structure and the six new structures) to three, and from nine sewer rate options down to two.

The three water rate structures, so called, options current, W2, and W5 and the two sewer rate structure options, referred to as S7 and S8 are all estimated to fall within the revenue target range and hence are interchangeable, meaning any one of the water rate structure options could be paired with either sewer rate structure option or vice versa. This resulted in six different rate alternatives that the Committee reviewed during the June 5, 2024 meeting. However, it was noted that even though the two sewer rate options could increase the annual sewer bill approximately seven percent, both show a projected revenue shortfall, but do fall within the revenue target range. Similarly, two of the three water rate options also show a projected shortfall in revenue, but are within the revenue target range. The Committee discussed the six rate alternatives and implications of each in terms of adequacy to meet appropriated costs, impact on different consumers, retained earnings, and tax levy. The Committee was also concerned that based on the limited but reliable (water pumped by the Town or provided by the MWRA) information, billed water use for FY2024 is notably down, which also effects billed sewer as well, and may require rate increases (and will for sewer) for FY2026 and FY2027. The Committee added another rate structure alternative (Alt G) which combines water rate option W6 and sewer rate option S8. Additional information on the rate options may be found in the May 29, 2024 rate package attachment.

The MWRA annually provides to member communities an average cost for household water/sewer (AHWS) use based on the industry standard of 12,000 cubic feet, or approximately 90,000 gallons, to track rate changes over time. For historical purposes, this constant benchmark is maintained; however, actual household usage varies considerably and therefore the impact of any proposed change may be more or less than the AHWS reference. The current annual water and sewer bill is $1,823. Based on the Massachusetts Department of Environmental Protection (DEP) data from 2021, the Needham average household water usage was 9,094 cubic feet that calendar year, and this would mean the current annual water and sewer bill is approximately $1,385. We also look at what the annual water and sewer bill would be for a household that uses a below average amount of water, which could be a single person occupied residence which likely would not do outdoor watering and is assumed to use 2,400 c.f. or approximately 17,952 gallons (~49 gallons per day) per year. The current annual bill would be $423. The charts below summarize the estimated impact of the seven rate structure alternatives (A – G) for the AHWS (12,000), DEP Measured AH (9,094), and Low Use HH (2,400).

Alternative A

Water Rate Structure	Retained Current Rate Structure
Sewer Rate Structure	Option S7 All Step Rates Increased by 6.9%; No change to basic service fees

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative A	$488.88		$375.50		$139.20	
Current Annual	$488.88		$375.50		$139.20	
Change	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%
Sewer						
Alternative A	$1,423.56		$1,075.83		$300.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$89.04	6.7%	$66.52	6.6%	$16.32	5.8%
Combined Water and Sewer						
Alternative A	$1,912.44		$1,451.33		$439.20	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$89.04	4.9%	$66.52	4.8%	$16.32	3.9%

Alternative B

Water Rate Structure	Retained Current Rate Structure
Sewer Rate Structure	Option S8 All Step Rates Increased by 6.9%; Increase annual basic service fee by $4

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative B	$488.88		$375.50		$139.20	
Current Annual	$488.88		$375.50		$139.20	
Change	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%
Sewer						
Alternative B	$1,427.56		$1,079.83		$304.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$93.04	7.0%	$70.52	7.0%	$20.32	7.2%
Combined Water and Sewer						
Alternative B	$1,916.44		$1,455.33		$443.20	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$93.04	5.1%	$70.52	5.1%	$20.32	4.8%

Alternative C

Water Rate Structure — Option W2 All Steps Change 2.23%; No change to service fees
Sewer Rate Structure — Option S7 All Step Rates Increased by 6.9%; No change to basic service fees

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative C	$498.48		$382.53		$140.88	
Current Annual	$488.88		$375.50		$139.20	
Change	$9.60	2.0%	$7.03	1.9%	$1.68	1.2%
Sewer						
Alternative C	$1,423.56		$1,075.83		$300.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$89.04	6.7%	$66.52	6.6%	$16.32	5.8%
Combined Water and Sewer						
Alternative C	$1,922.04		$1,458.36		$440.88	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$98.64	5.4%	$73.55	5.3%	$18.00	4.3%

Alternative D

Water Rate Structure — Option W2 All Steps Change 2.23%; No change to service fees
Sewer Rate Structure — Option S8 All Step Rates Increased by 6.9%; Increase annual basic service fee by $4

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative D	$498.48		$382.53		$140.88	
Current Annual	$488.88		$375.50		$139.20	
Change	$9.60	2.0%	$7.03	1.9%	$1.68	1.2%
Sewer						
Alternative D	$1,427.56		$1,079.83		$304.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$93.04	7.0%	$70.52	7.0%	$20.32	7.2%
Combined Water and Sewer						
Alternative D	$1,926.04		$1,462.36		$444.88	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$102.64	5.6%	$77.55	5.6%	$22.00	5.2%

Alternative E

Water Rate Structure — Option W5 No Subsidy at Step 3; All other rates and steps remain the same
Sewer Rate Structure — Option S7 All Step Rates Increased by 6.9%; No change to basic service fees

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative E	$494.76		$375.50		$139.20	
Current Annual	$488.88		$375.50		$139.20	
Change	$5.88	1.2%	$0.00	0.0%	$0.00	0.0%
Sewer						
Alternative E	$1,423.56		$1,075.83		$300.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$89.04	6.7%	$66.52	6.6%	$16.32	5.8%
Combined Water and Sewer						
Alternative E	$1,918.32		$1,451.33		$439.20	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$94.92	5.2%	$66.52	4.8%	$16.32	3.9%

Alternative F

Water Rate Structure	Option W5 No Subsidy at Step 3; All other rates and steps remain the same
Sewer Rate Structure	Option S8 All Step Rates Increased by 6.9%; Increase annual basic service fee by $4

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative F	$494.76		$375.50		$139.20	
Current Annual	$488.88		$375.50		$139.20	
Change	$5.88	1.2%	$0.00	0.0%	$0.00	0.0%
Sewer						
Alternative F	$1,427.56		$1,079.83		$304.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$93.04	7.0%	$70.52	7.0%	$20.32	7.2%
Combined Water and Sewer						
Alternative F	$1,922.32		$1,455.33		$443.20	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$98.92	5.4%	$70.52	5.1%	$20.32	4.8%

Alternative G

Water Rate Structure	Option W6 All Step Rates Increased by 2.23%; Increase annual basic service fee by $4
Sewer Rate Structure	Option S8 All Step Rates Increased by 6.9%; Increase annual basic service fee by $4

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative G	$502.48		$386.53		$140.88	
Current Annual	$488.88		$375.50		$139.20	
Change	$13.60	2.8%	$11.03	2.9%	$1.68	1.2%
Sewer						
Alternative G	$1,427.56		$1,079.83		$304.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$93.04	7.0%	$70.52	7.0%	$20.32	7.2%
Combined Water and Sewer						
Alternative G	$1,930.04		$1,466.36		$444.88	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$106.64	5.8%	$81.55	5.9%	$22.00	5.2%

Comparable Communities

In comparison to area communities, Needham ranks 16th out of 19 in terms of annual water and sewer charges for fiscal year 2024 (refer to Table Two next page). The average household bill per the MWRA comparison for Needham was $1,823 which is approximately 85% of the average bill ($2,134) for the group. The average bill ranges from a low of $1,141 for the City of Waltham, a community with a more diverse group of users, to a high of $2,672 for the Town of Wakefield. The rates adopted by the Board last year effectively raised the annual bill by 2.6% for the AHWS, whereas the average change in the other communities was 6.0%. The change over five years for Needham was 10.3%, compared to the average for the other communities of 19.4%. The average increase for all MWRA serviced communities over the last five years was 19.7%.

Table Two
Annual Water and Sewer Charges in Selected MWRA Communities
Cost to Average Customer Consuming 12,000 Cubic Feet

Community		Dec-18	Dec-19	Dec-20	Dec-21	Dec-22	Dec-23	One Year Change	Five Year Change
Belmont		$2,500	$2,500	$2,500	$2,500	$2,500	$2,524	1.0%	1.0%
Cambridge	*	$1,750	$1,766	$1,938	$2,066	$2,208	$2,327	5.4%	33.0%
Canton	*	$1,716	$1,716	$1,804	$1,804	$1,804	$1,911	5.9%	11.4%
Dedham	**	$1,567	$1,579	$1,592	$1,611	$1,624	$1,624	0.0%	3.6%
Framingham		$1,810	$1,855	$1,855	$2,035	$2,361	$2,361	0.0%	30.4%
Lexington		$1,638	$1,759	$1,827	$1,827	$1,939	$2,122	9.4%	29.6%
Melrose		$2,351	$2,371	$2,371	$2,371	$2,492	$2,580	3.5%	9.7%
Milton		$2,178	$2,298	$2,353	$2,376	$2,414	$2,608	8.0%	19.8%
Natick	**	$1,596	$1,596	$1,792	$1,891	$1,891	$2,155	14.0%	35.1%
Newton		$2,319	$2,360	$2,454	$2,454	$2,550	$2,638	3.5%	13.8%
Norwood		$1,542	$1,625	$1,693	$1,806	$1,806	$1,947	7.8%	26.2%
Stoughton	*	$1,778	$1,825	$1,825	$1,825	$1,825	$2,233	22.3%	25.6%
Wakefield	*	$2,003	$2,150	$2,150	$2,204	$2,601	$2,672	2.7%	33.4%
Waltham		$1,123	$1,123	$1,123	$1,123	$1,123	$1,141	1.6%	1.6%
Watertown		$1,570	$1,633	$1,775	$1,831	$1,831	$2,116	15.6%	34.8%
Wellesley	*	$1,575	$1,575	$1,618	$1,618	$1,918	$1,918	0.0%	21.8%
Westwood	*	$1,461	$1,474	$1,506	$1,524	$1,557	$1,594	2.4%	9.1%
Weymouth	**	$1,693	$1,740	$1,778	$1,780	$1,780	$1,934	8.7%	14.3%
Group Average		$1,787	$1,830	$1,886	$1,925	$2,012	$2,134	6.0%	19.4%
MWRA Communities A		$1,603	$1,662	$1,706	$1,764	$1,819	$1,920	5.5%	19.7%
Needham	*	$1,653	$1,698	$1,698	$1,698	$1,777	$1,823	2.6%	10.3%

* = Partial water service from MWRA
** = Sewer service only
Source: MWRA Annual Water and Sewer Retail Rate Surveys

Table Three shows the bottom and top step rates for regular water and sewer service in the other communities. The MWRA does not provide data as to whether the communities have different rates for irrigation (secondary meters). Needham has four step rates for both water and sewer use. A four-step rate structure for water is used by the majority of the other communities. The number of billing

steps for water use ranged from two to five. However, excluding Needham, 9 of the 17 communities have three or fewer billing steps for sewer.

Table Three
Water and Sewer
Bottom and Top Step Rates

Community	Water Steps	Bottom Water Step Rate	Top Water Step Rate	Sewer Steps	Bottom Sewer Step Rate	Top Sewer Step rate
Belmont	2	$6.62	$7.59	1	$12.91	$12.91
Cambridge	5	$3.32	$4.35	5	$15.34	$19.93
Canton	4	$4.26	$16.02	4	$8.71	$17.16
Dedham	3	$9.31	$10.73	2	$10.77	$8.08
Framingham	5	$8.02	$14.80	5	$10.41	$29.95
Lexington	3	$5.06	$10.02	3	$9.73	$25.27
Melrose	2	$7.36	$9.87	2	$12.25	$15.43
Milton	4	$6.75	$9.55	4	$8.12	$18.00
Natick	4	$2.52	$8.84	3	$7.12	$20.99
Newton	4	$7.62	$12.63	4	$11.84	$17.11
Stoughton	3	$5.21	$10.63	2	$12.14	$12.53
Wakefield	4	$8.09	$9.97	4	$11.98	$14.13
Waltham	4	$3.07	$12.14	4	$5.46	$21.51
Watertown	4	$5.49	$15.08	4	$11.07	$19.76
Wellesley	5	$4.67	$14.32	1	$10.16	$10.16
Westwood	4	$3.10	$10.73	3	$6.25	$16.61
Weymouth	2	$5.12	$8.44	2	$9.33	$15.59
Average of the Communities		$5.62	$10.92		$10.21	$17.36
Needham (Current)	4	$3.30	$5.44	4	$9.82	$12.57

* Rates as reported in the MWRA 2023 survey.

The primary water meter use rate for Needham is one of the lowest at $3.30 per hundred cubic feet, which has Needham's water rate well below that of many of the comparison communities. Only the communities of Cambridge, Natick, Waltham, and Westwood have a lower step one rate. Step one for Westwood is actually a minimum charge of $9.31 which includes the first 300 c.f. of use. Needham's highest regular water rate (Step 4) of $5.44 is well below that of many other communities. Only the City of Cambridge has a lower top step rate which is $4.35. The top water rate for Cambridge is approximately 7% more than last year. Even Needham's highest secondary meter water rate (Step 4) of $8.91 is lower than all but four other communities' top water rate, Belmont, Cambridge, Natick, and Weymouth. The Town's lowest sewer step rate (Step 1) continues to be higher than many communities with Needham's rate at $9.82 per hundred cubic feet compared to the average of $10.21. The

community with the lowest sewer step one rate is the City of Waltham at $5.46. The highest step sewer rate (step 4) for Needham is $12.57 per hundred cubic feet, which compares to an average of $17.36 today for the other communities. There are three communities which have a lower top sewer rate step than Needham which are Dedham ($8.08), Stoughton ($12.53), and Wellesley ($10.16).

Recommendation

A majority of the Committee recommends that **Alternative G** be adopted for FY2025. Based on the AHWS standard, the annual average water and sewer bill would be $1,930.04 compared to $1,823.40 under the current rate structure (refer to the chart on the prior page). The annual average residential primary water bill would increase by $13.60, approximately 2.8%, and the average residential sewer bill would increase by $93.04, approximately 7.0% change. Overall, the average customer using 12,000 cubic feet of water would see an annual increase of $106.64 (5.8%). Based on the proposed rates, the average bill of $1,930 would be 90.5% of the average bill of other communities last year (refer to Table Two). This structure would increase the basic service fees for both water and sewer as well as the usage rates. Because some of the increase costs are driven by necessary capital improvements, which are not always tied to usage and would be incurred regardless of use, increasing the base fee is appropriate and provides greater predictability with that revenue stream. The basic service fee has not changed since 2005 and the second meter fee since 2014. The sewer basic service fee was last changed with the October 2022 billing going from $9 a quarter to $12 a quarter. The proposal would increase the sewer fee by $1 per quarter to $13 and both the water fee and second meter fee would also be increased by $1. With the basic service going from $15 a quarter to $16 and the second meter fee going from $4 to $5. All the water step rates would increase approximately by 2.23% and the sewer step rates would increase appropriately by 6.90%.

The recommended water rate structure effectively provides a subsidy to consumers whose billed primary water usage falls in step three or lower, and for sewer billing both step one and step two pay less than the average cost of $11.73 per hundred cubic feet.

Service	Rate	Subsidy per HCF	Percent
Water			
The minimum required single rate per HCF	$4.92		
Primary Meter			
Proposed Step 1 Rate	$3.37	$1.55	31.5%
Proposed Step 2 Rate	$3.61	$1.31	26.6%
Proposed Step 3 Rate	$4.53	$0.39	7.9%
Proposed Step 4 Rate	$5.56	No Subsidy	
Secondary Meter			
Proposed Step 1 Rate	$5.72	No Subsidy	
Proposed Step 2 Rate	$6.17	No Subsidy	
Proposed Step 3 Rate	$6.84	No Subsidy	
Proposed Step 4 Rate	$9.11	No Subsidy	
Sewer			
The minimum required single rate per HCF	$11.73		
Proposed Step 1 Rate	$10.50	$1.23	10.5%
Proposed Step 2 Rate	$11.59	$0.14	1.2%
Proposed Step 3 Rate	$12.50	No Subsidy	
Proposed Step 4 Rate	$13.63	No Subsidy	

The Committee members, in recognition that the Select Board may want more than one option, have suggested that **Alternative B** and **Alternative D** could be adopted, but with the recognition that there is a greater likelihood that there could be even a higher percent increase to the rates for FY2026. Effectively, Alternative B does not change any of the water rates and fees and would result in an estimated annual increase for the AHWS customer of 5.1% or $93.04. Alternative D increases the water rates by 2.23%, but does not change the basic service fees. This would result in an average annual increase of 5.6%.

Next Steps

The Select Board will hear from staff, the citizen committee, and the public about the proposal. The Board will be asked whether to move forward with the new rate structure proposal. The new rate structure would be effective July 1, 2024.

We will be at your meeting along with members of the Water and Sewer Rate Structure Committee to discuss the recommendations and to answer questions you may have. Please do not hesitate to contact me if you have any questions beforehand.

Attachments:
May 1, 2024 Water and Sewer Rate Structure Committee Information Package (12 pages)
May 1, 2024 Water and Sewer Rate Structure Committee meeting minutes
May 22, 2024 Water and Sewer Rate Structure Committee Rate Package (54 pages)
May 22, 2024 Water and Sewer Rate Structure Committee meeting minutes
May 29, 2024 Water and Sewer Rate Structure Committee Rate Package (46 pages)
May 29, 2024 Water and Sewer Rate Structure Committee meeting minutes
June 5, 2024 Water and Sewer Rate Structure Committee Rate Package (9 pages)

Preliminary for Discussion Only

TOWN OF NEEDHAM

Water and Sewer Rate Structure Committee

1-May-24

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Town of Needham
Step Structure

	Residential Quarterly			Commercial Monthly	
Step 1	-	600	600	-	200
Step 2	600	2,700	2,100	200	900
Step 3	2,700	4,200	1,500	900	1,400
Step 4	4,200	99,999,999		1,400	99,999,999

Town of Needham
Water and Sewer Rates

Description	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
Basic Service Fee - Monthly	$5.00	$5.00	$5.00	$5.00	$5.00	$5.00
Basic Service Fee - Quarterly	$15.00	$15.00	$15.00	$15.00	$15.00	$15.00
Water - Primary Meter						
Step 1	$3.10	$3.18	$3.18	$3.18	$3.24	$3.30
Step 2	$3.30	$3.39	$3.39	$3.39	$3.46	$3.53
Step 3	$4.15	$4.26	$4.26	$4.26	$4.35	$4.43
Step 4	$5.10	$5.24	$5.24	$5.24	$5.34	$5.44
Second Meter Fee - Monthly	$1.34	$1.34	$1.34	$1.34	$1.34	$1.34
Second Meter Fee - Quarterly	$4.00	$4.00	$4.00	$4.00	$4.00	$4.00
Water - Secondary Meter						
Step 1	$5.10	$5.24	$5.24	$5.24	$5.50	$5.60
Step 2	$5.50	$5.65	$5.65	$5.65	$5.93	$6.04
Step 3	$6.10	$6.26	$6.26	$6.26	$6.57	$6.69
Step 4	$8.10	$8.32	$8.32	$8.32	$8.74	$8.91
Basic Sewer Fee - Monthly	$3.00	$3.00	$3.00	$3.00	$4.00	$4.00
Basic Sewer Fee - Quarterly	$9.00	$9.00	$9.00	$9.00	$12.00	$12.00
Sewer						
Step 1	$8.82	$9.08	$9.08	$9.08	$9.53	$9.82
Step 2	$9.74	$10.02	$10.02	$10.02	$10.52	$10.84
Step 3	$10.51	$10.81	$10.81	$10.81	$11.35	$11.69
Step 4	$11.46	$11.79	$11.79	$11.79	$12.38	$12.75
Septage Disposal						
Per 1,000 Gallons	$85.00	$85.00	$85.00	$85.00	$85.00	$85.00

Prices are per 100 CF (cubic feet) except septage which is per 1,000 gallons.

Average*	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
Average Household Water Bill	$461	$472	$472	$472	$481	$489
Average Household Sewer Bill	$1,192	$1,225	$1,225	$1,225	$1,297	$1,335
Total for Sewer & Water Usage	$1,653	$1,698	$1,698	$1,698	$1,777	$1,823

* Average Household use is based on 12,000 cubic feet of water per year

Operational Expense
Forecast
Three Year Outlook

	Budget 2022	Budget 2023	Budget 2024	Estimate 2025	Projection 2026	Projection 2027	
Water Enterprise							
Salaries & Wages	$1,457,409	$1,503,306	$1,598,687	$1,665,423	$1,742,033	$1,822,166	
Expenses	$1,294,764	$1,361,349	$1,564,469	$1,689,997	$1,764,357	$1,841,989	
Capital Outlay	$40,000	$0	$53,605	$57,100	$57,100	$57,100	
MWRA**	$1,670,433	$1,464,186	$1,887,130	*$1,215,535*	*$1,215,535*	*$1,215,535*	
Reserve Fund	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	
Debt Service	$1,250,000	$1,250,000	$1,250,000	$1,460,000	$1,550,000	$1,550,000	
Other Expenses	$4,729			$75,000			
Operating Budget	$5,792,335	$5,653,841	$6,428,891	$6,238,055	$6,404,025	$6,561,790	
Indirect Costs	$899,889	$715,567	$879,782	$1,045,407	$1,071,542	$1,098,330	
Percent of OB	15.5%	12.7%	13.7%	16.8%	16.7%	16.7%	**Outlook Average**
Operational Cost	**$6,692,224**	**$6,369,408**	**$7,308,673**	**$7,283,462**	**$7,475,566**	**$7,660,120**	**$7,473,049**
	8.8%	-4.8%	14.7%	-0.3%	2.6%	2.5%	
Cash Capital Plan	$1,016,634	$0	$3,312,733	$1,180,814	$1,063,089	$717,536	
Total	$7,708,858	$6,369,408	$10,621,406	$8,464,276	$8,538,655	$8,377,656	**$8,460,196**

Operational Expense
Forecast
Three Year Outlook

	Budget 2022	Budget 2023	Budget 2024	Estimate 2025	Projection 2026	Projection 2027	
Sewer Enterprise							
Salaries & Wages	$1,041,733	$1,080,247	$1,144,544	$1,230,276	$1,275,797	$1,323,001	
Expenses	$513,076	$770,691	$823,367	$866,539	$913,332	$962,652	
Capital Outlay	$51,000	$51,000	$65,000	$96,000	$96,000	$96,000	
MWRA	$6,614,690	$6,760,857	$7,084,841	$7,578,175	$7,843,411	$8,117,931	
Reserve Fund	$35,000	$35,000	$35,000	$35,000	$35,000	$35,000	
Debt Service	$610,000	$610,000	$610,000	$670,000	$700,000	$750,000	
Other Expenses			$150,000				
Operating Budget	$8,865,499	$9,307,795	$9,912,752	$10,475,990	$10,863,540	$11,284,584	
Indirect Costs	$507,526	$500,948	$476,616	$488,531	$500,745	$513,263	
Percent of OB	5.7%	5.4%	4.8%	4.7%	4.6%	4.5%	**Outlook Average**
Operational Cost	**$9,373,025**	**$9,808,743**	**$10,389,368**	**$10,964,522**	**$11,364,284**	**$11,797,847**	**$11,375,551**
	0.1%	4.6%	5.9%	11.8%	3.6%	3.8%	
Cash Capital Plan	$332,531	$1,401,255	$639,641	$600,000	$1,237,708	$487,342	
Total	$9,705,556	$11,209,998	$11,029,009	$11,564,522	$12,601,992	$12,285,189	**$12,150,568**
		*Cash Capital Includes $500K Federal Funds					

SEWER & WATER
User Rate Structure Recap
Three Year Trending Average Revenue Target

SEWER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$11,375,551.00
Less Estimated Fix Rate Revenue	($310,000)
Less Estimated General Fund Payment	($800,000)
Add Doubtful Account Allowance (0.75%)	$85,317
Expenditures to be Supported by Rate Revenue	**$10,350,868**
Rounding Adjustment	$132
User Rate Revenue Target	**$10,351,000**
Estimated Billable Volume (4-Yr Average) FY2020 - FY2023	88,238,500
Minimum Flat Rate	**$11.73**

WATER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$7,473,050.00
Less Estimated Fix Rate Revenue	($740,000)
Add Doubtful Account Allowance (0.75%)	$56,048
Expenditures to be Supported by Rate Revenue	**$6,789,098**
Rounding Adjustment	($98)
User Rate Revenue Target	**$6,789,000**
Estimated Billable Volume (4-Yr Average) FY2020 - FY2023	137,892,900
Minimum Flat Rate	**$4.92**

Billable Use
By Step
Hundred Cubic Feet

Fiscal Year	2020	2021	2022	2023	4-Yr Average (2020 - 2023)
Primary Water					
Step 1	283,143.3	287,089.5	282,840.5	281,017.5	283,522.7
Step 2	442,660.4	490,290.7	443,897.7	436,612.5	453,365.3
Step 3	45,305.1	62,028.2	47,766.2	50,454.7	51,388.5
Step 4	168,555.2	170,052.6	209,539.6	192,652.3	185,200.0
Total	939,664.0	1,009,461.0	984,044.0	960,737.0	973,476.5
Secondary Water					
Step 1	52,258.0	66,922.0	60,912.0	65,391.6	61,370.9
Step 2	103,864.4	142,812.0	120,922.0	142,346.4	127,486.2
Step 3	39,349.2	59,374.0	43,707.0	60,857.1	50,821.8
Step 4	107,935.4	173,833.0	171,039.0	210,287.9	165,773.8
Total	303,407.0	442,941.0	396,580.0	478,883.0	405,452.8
Primary Water					
Step 1	30.1%	28.44%	28.74%	29.25%	29.1%
Step 2	47.1%	48.57%	45.11%	45.45%	46.6%
Step 3	4.8%	6.14%	4.85%	5.25%	5.3%
Step 4	17.9%	16.85%	21.29%	20.05%	19.0%
Total	100.0%	100.00%	100.00%	100.00%	100.00%
Secondary Water					
Step 1	17.2%	15.11%	15.36%	13.66%	15.1%
Step 2	34.2%	32.24%	30.49%	29.72%	31.4%
Step 3	13.0%	13.40%	11.02%	12.71%	12.5%
Step 4	35.6%	39.25%	43.13%	43.91%	40.9%
Total	100.0%	100.00%	100.00%	100.00%	100.0%

Billable Use
By Step
Hundred Cubic Feet

Fiscal Year	2020	2021	2022	2023	4-Yr Average (2020 - 2023)
Billed Sewer					
Step 1	272,172.7	276,105.7	272,582.7	271,401.7	273,065.7
Step 2	421,360.9	466,983.3	422,968.1	416,334.6	431,911.7
Step 3	39,103.5	53,820.7	40,698.9	42,696.2	44,079.8
Step 4	127,597.9	117,136.4	152,588.4	135,988.5	133,327.8
Total	860,235.0	914,046.0	888,838.0	866,421.0	882,385.0

Billed Sewer					
Step 1	31.6%	30.21%	30.67%	31.32%	30.9%
Step 2	49.0%	51.09%	47.59%	48.05%	48.9%
Step 3	4.5%	5.89%	4.58%	4.93%	5.0%
Step 4	14.8%	12.82%	17.17%	15.70%	15.1%
Total	100.0%	100.00%	100.00%	100.00%	100.0%

Water Enterprise						Target Revenue			
Current Rate Structure						$6,789,000.00			
Domestic Step	Accounts	Annual Cons	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1			29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2			47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3			5.0%	4,867,380.00	$4.43	$215,624.93	$4.92	$0.49	10.0%
4			15.0%	14,602,140.00	$5.44	$794,356.42	$4.92	-$0.52	-10.6%
Irrigation Step	Accounts	Annual Cons	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1			15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2			31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3			14.0%	5,676,342.00	$6.69	$379,747.28	$4.92	-$1.77	-36.0%
4			40.0%	16,218,120.00	$8.91	$1,445,034.49	$4.92	-$3.99	-81.1%
Grand Total			100.00%	133,998,996		$6,481,224.40			
					Shortfall	**-$307,775.60**			
						95.5%			

Sewer Enterprise						Target Revenue			
Current Rates						$10,351,000.00			
Step	Accounts	Annual Cons	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1			31.0%	27,353,935.00	$9.82	$2,686,156.42	$11.73	$1.91	16.3%
2			49.0%	43,236,865.00	$10.84	$4,686,876.17	$11.73	$0.89	7.6%
3			5.0%	4,411,925.00	$11.69	$515,754.03	$11.73	$0.04	0.3%
4			15.0%	13,235,775.00	$12.75	$1,687,561.31	$11.73	-$1.02	-8.7%
	Totals		100.00%	88,238,500.00		$9,576,347.93			
					Shortfall	**-$774,652.07**			
						92.5%			

Town of Needham
Other Water & Sewer Rates

Description	Rate
Back Flow Test	$50.00
Cross-Connection Test	$50.00
Final Read	$25.00
Hydrant Flow Flush/Test	$300.00
Shut-off Water & Turn on Water	$50.00
Shut-off Water and Remove Meter	$25.00
Temporary Water Meter install on Fire Hydrant = $25	$25.00
Valve Job $75 to $150 (includes material & labor)	Varies

Town of Needham
Stormwater

Tier	S.F. Range	Annual	Quarterly	Monthly
Tier 1	0 - 200	$0.00	$0.00	$0.00
Tier 2	200 - 4,000	$38.20	$9.55	$3.18
Tier 3	4,001 - 8,000	$80.00	$20.00	$6.67
Tier 4	8,001 - 20,000	$200.00	$50.00	$16.67
Tier 5	20,001 - 45,000	$400.00	$100.00	$33.33
Tier 6	45,001 - 90,000	$600.00	$150.00	$50.00
Tier 7	90,001 - 175,000	$800.00	$200.00	$66.67
Tier 8	175,001 - 345,000	$1,000.00	$250.00	$83.33
Tier 9	345,001 - 685,000	$1,200.00	$300.00	$100.00
Tier 10	685,001 and above	$1,500.00	$375.00	$125.00

Annual Water and Sewer Charges in Selected Communities
Receiving Services from the MWRA
Cost to Average Customer Consuming 12,000 Cubic Feet

Community		Dec-18	Dec-19	Dec-20	Dec-21	Dec-22	Dec-23	One Year Change	Three Year Change	Five Year Change
Belmont		$2,500	$2,500	$2,500	$2,500	$2,500	$2,524	1.0%	1.0%	1.0%
Cambridge	*	$1,750	$1,766	$1,938	$2,066	$2,208	$2,327	5.4%	20.1%	33.0%
Canton	*	$1,716	$1,716	$1,804	$1,804	$1,804	$1,911	5.9%	5.9%	11.4%
Dedham	**	$1,567	$1,579	$1,592	$1,611	$1,624	$1,624	0.0%	2.0%	3.6%
Framingham		$1,810	$1,855	$1,855	$2,035	$2,361	$2,361	0.0%	27.3%	30.4%
Lexington		$1,638	$1,759	$1,827	$1,827	$1,939	$2,122	9.4%	16.2%	29.6%
Melrose		$2,351	$2,371	$2,371	$2,371	$2,492	$2,580	3.5%	8.8%	9.7%
Milton		$2,178	$2,298	$2,353	$2,376	$2,414	$2,608	8.0%	10.8%	19.8%
Natick	**	$1,596	$1,596	$1,792	$1,891	$1,891	$2,155	14.0%	20.2%	35.1%
Newton		$2,319	$2,360	$2,454	$2,454	$2,550	$2,638	3.5%	7.5%	13.8%
Norwood		$1,542	$1,625	$1,693	$1,806	$1,806	$1,947	7.8%	15.0%	26.2%
Stoughton	*	$1,778	$1,825	$1,825	$1,825	$1,825	$2,233	22.3%	22.3%	25.6%
Wakefield	*	$2,003	$2,150	$2,150	$2,204	$2,601	$2,672	2.7%	24.3%	33.4%
Waltham		$1,123	$1,123	$1,123	$1,123	$1,123	$1,141	1.6%	1.6%	1.6%
Watertown		$1,570	$1,633	$1,775	$1,831	$1,831	$2,116	15.6%	19.2%	34.8%
Wellesley	*	$1,575	$1,575	$1,618	$1,618	$1,918	$1,918	0.0%	18.5%	21.8%
Westwood	*	$1,461	$1,474	$1,506	$1,524	$1,557	$1,594	2.4%	5.9%	9.1%
Weymouth	**	$1,693	$1,740	$1,778	$1,780	$1,780	$1,934	8.7%	8.8%	14.3%
Group Average		$1,787	$1,830	$1,886	$1,925	$2,012	$2,134	6.0%	13.1%	19.4%
MWRA Communities Av		$1,603	$1,662	$1,706	$1,764	$1,819	$1,920	5.5%	12.5%	19.7%
Needham	*	$1,653	$1,698	$1,698	$1,698	$1,777	$1,823	2.6%	7.4%	10.3%

* = Partial water service from MWRA
** = Sewer service only
Source: MWRA Annual Water and Sewer Retail Rate Surveys

Discussion Only
Water and Sewer Rate Structure Committee
Discussion Only

WATER AND SEWER RATE STRUCTURE COMMITTEE

TOWN OF NEEDHAM

MEETING MINUTES

Date: May 1, 2024	Time: 6:00 PM	Location: Town Hall & Zoom Hybrid

WSRSC Member Attendance:

Present:	John Tallarico (Chair, remote), Harold Burger, Peter Kuck, John Terry, Matt Zollner	
Absent:		
Other Attendees:	David Davison	Deputy Town Manager/Director of Finance
	Carys Lustig	DPW Director (remote)
	Mike Retzky	Superintendent of Water/Sewer & Drains
	Cecilia Simchak	Assistant Director of Finance
Notes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site as a hybrid meeting:
Remote access on Zoom Cloud Meetings
Meeting ID # 863 2720 7384
https://us02web.zoom.us/j/86327207384

Mr. Tallarico called the meeting to order at 6:00 PM.

The Committee welcomed new member Peter Kuck.

Acceptance of Minutes

Mr. Zollner made a motion that the Committee accept the minutes from the June 13, 2023 meeting as presented. Mr. Terry seconded the motion. The motion was then voted upon and approved unanimously. 5 yeas - 0 nays – 0 abstain.

Discussion

Mr. Davison indicated that the purpose for tonight's meeting is to start the process of reviewing the water and sewer rates to make a recommendation to the Select Board in June.

The current step structure for residential and commercial users was reviewed. Residents are billed quarterly, and commercial accounts are billed monthly with some exceptions. Some multi-family residences are billed monthly, and some small commercial accounts are billed quarterly. Needham has a four-step structure.

The DEP permit that the Town has requires an inclining block structure system. The more that is consumed, the higher the rate paid is. If the block structure is not used the Town would be in

violation of the permit and the MWRA may not be able to sell water to the Town. The MWRA supplements the Town's water supply.

The Water and Sewer rates over the last six years were reviewed. One of the largest purchasers of water for many years was Coca Cola's bottling operations. After ramping down for several years, they ceased operations in 2020. 99% of their usage was billed at the highest rate and effectively provided a subsidy for much of the Town. With the loss of that consumption the rates had to increase as there was not a significant reduction in costs. The most expensive gallon of water is the first gallon because of the infrastructure needed to deliver it.

A phased approach to increasing the rates was presented to the Select Board to occur in FY2020, FY2021 and FY2022. However, due to the COVID pandemic the Select Board opted to keep the rates flat. During FY2023 an adjustment was made. The Committee recommended another rate adjustment for FY2024 which the Select Board adopted and the adjustments took effect on July 1, 2023. Water rates increased by 1.8% to 2%, depending on the step, and sewer rates increased by 3% across the board. It was recognized that the rates would have to increase again in FY2025 to catch up to revenue requirements that were identified three years earlier.

Mr. Davison reviewed the Water and Sewer Operational Expense Forecast Three Year Outlook. Salaries and wages, expenses, capital outlay, MWRA assessment, reserve fund, debt service, operating budget and indirect costs are all included in the evaluation to estimate how much needs to be raised through the rates to cover operational costs. The budgets for the current year, FY2024, and the prior two years, FY2022 & FY2023, are listed as well as the estimate for FY2025 and the projections for FY2026 and FY2027. The average is taken of the estimate for FY2025 and the projections for FY2026 and FY2027 to determine the outlook averages. The outlook average for water is $7,473,049 and the outlook average for sewer is $11,375,551.

It was noted that the MWRA assessment is a volatile amount and is affected by their inflationary costs and how much water Needham uses. Irrigation drives the amount of MWRA water used by the Town to supplement the water from Town wells. During hot dry summers more irrigation water is used than during wet summers. If the Town wells are under maintenance, more MWRA water is used. There is a limit on how much water the Town can pump from their wells and MWRA water is needed when the limit is reached.

Retained earnings have been used to fund operations because the step rates are not generating enough income to pay the bills. The product is underpriced. Last year the property tax had to backfill the water budget by more than $200,000 because not enough revenue was generated from the rates. This information will be presented at the next meeting.

The MWRA assessment for sewer increases every year as it is more impacted by inflationary pressures. Sewage is processed year-round and is never shut down. The MWRA tries to keep their rate increases to no more than 4% per year. Another variable is the amount of all sewage going to be treated by the MWRA and Needham's percentage of that amount. The five-year average increase for Needham has been 1.8%.

Mr. Davison reviewed the User Rate Structure Recap Three-year Trending Average Revenue Targets for water and sewer. The user rate revenue target for sewer is $10,351,000 ($11,375,511 less other revenues plus doubtful account allowances, rounded to the nearest thousand) and the user rate revenue target for water is $6,789,000 ($7,473,049 less other revenues plus doubtful account allowances, rounded to the nearest thousand). The minimum flat rate for sewer would be $11.73 per hundred cubic feet ($10,350,000 divided by the estimated 4-yr average billable volume

of 88,238,500 cubic feet). The minimum flat rate for water would be $4.92 per hundred cubic feet ($6,789,000 divided by the estimated 4-yr average billable volume of 137,892,900 cubic feet).

Mr. Terry asked why FY2020 was included in the calculations this year when they were not last year. Mr. Davison stated they were included in the calculations this year because the consumption patterns seemed to be closer to what was happening in FY2020 in terms of total consumption. It doesn't seem to have the impact that it was thought to have. In the end if there are deficits property taxes have to cover the expenses if the rates do not. If property taxes are used this gives a subsidy to users of water and sewer that do not pay property taxes.

Mr. Burger asked what the current consumption for FY2024 to date is. Mr. Davison indicated that this information is not available due to the new billing system implementation challenges, and it has been a challenge getting consumption reports. The pumping volume is not too different from FY2023, but the billable volume is not available yet.

Mr. Davison reviewed the billable water and sewer volume use by step over the last four complete years. There is a difference between the primary billable water usage (960,737 hundred cu.ft.) and the sewer usage (866,421 hundred cu.ft.) because there are some properties that are not connected to sewer.

The Water Enterprise current rate structure was reviewed to look at revenue generation. There are two rate schedules for water, one for domestic meters and one for second meters mostly used for irrigation. The second meter is at a different higher rate structure. At the current step rate structure there would be revenue of $6,481,224.40, a shortfall of $307,775.60 (7.4%) of the target revenue amount of $6,789,000 or 95.5% of the target revenue.

The Sewer Enterprise current rate structure was reviewed. There is a single rate schedule. At the current step rate structure there would be a revenue of $9,576,347.93, a shortfall of $774,652.07 (7.5%) of the target revenue amount of $10,351,000 or 92.5% of the target revenue.

It is desirable to have the estimated revenue fall between 98.5% to 101.5% of the target revenue.

Information was provided on other water & sewer fees that generate revenue that include back flow tests, cross-connection tests, final reads, and water shut-offs. The stormwater rates were provided for information. There will be no need to make recommendations on changes to these rates this year as it was pledged to make no changes for the first one or two years. The stormwater fees would go towards capital expenditures. The stormwater fees are deposited into a special stabilization fund and are reserved for stormwater capital project appropriations. Properties are charged at different tiers based on the impervious area such as roofs, driveways, and patios on each property. Most properties fall into Tier 2 and 3 out of 10 tiers.

Mr. Burger asked if PAFS testing was done. Mr. Retzky indicated that there is a budget number in the operating budget for PAFS treatment. Needham's average for PFAS is well under the 20 parts per trillion. Needham is averaging 8 to 12 parts per trillion. Quarterly testing is done. A couple of the six compounds tested for are near the limits and will have to be treated at some point. They are not there yet. A number for this is being carried in the capital plan.

Mr. Davison was asked if he could provide the actuals vs budget for FY2022 & FY2023 for the next meeting. Mr. Tallarico asked if the amounts revenue fell short over the last few years is available. Mr. Davison stated that revenues have been short for the last several years and tax revenue and retained earnings have been used.

Mr. Burger asked if Mr. Davison would provide the information on when the water and sewer fixed fees were last adjusted. Regarding the septage disposal rate, it has not been changed since Mr. Davison started. Mr. Retzky noted that the fee would only be charged if a company wanted to empty a truck load of sewage into a particular locked location off Great Plain Avenue. It hasn't been used in the last two years.

Documents Agenda, June 13 2023 Minutes, Town of Needham Step Structure, Water & Sewer Rates, Water Enterprise Operational Expense Forecast Three Year Outlook, Sewer Enterprise Operational Expense Forecast Three Year Outlook, Sewer & Water User Rate Structure Recap – Three Year Trending Average Revenue Target, Water Billable Use By Step, Sewer Billable Use By Step, Water Enterprise Current Rate Structure, Sewer Enterprise Current Rate Structure, Other Water and Sewer Rates, Stormwater Rates, Annual Water & Sewer Charges in Selected Communities, Water/Sewer & Drains Superintendent's update

Adjournment

Mr. Zollner made a motion that the Committee adjourned at 6:57 PM. Mr. Burger seconded the motion. The motion was then voted upon and approved unanimously. 5 yeas - 0 nays – 0 abstain.

The next meetings are scheduled for May 22, May 29, and June 5, 2024 at 6:00 PM at the Town Hall.

These notes are intended to convey the content of the discussions at the Committee meeting. If no comments are received by the next meeting, they will go to file as part of the permanent Committee record.

Preliminary for Discussion Only

TOWN OF NEEDHAM

Water and Sewer Rate Structure Committee

22-May-24

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Town of Needham
Utility Charges and Fees

Description	Current	Last Changed
Water Rates		
Water Quarterly Basic Service Fee	$15.00	01-Jul-05
Water Monthly Basic Service Fee	$5.00	01-Jul-05
Water Step 1 (HFC)	$3.30	01-Jul-23
Water Step 2 (HCF)	$3.53	01-Jul-23
Water Step 3 (HCF)	$4.43	01-Jul-23
Water Step 4 (HCF)	$5.44	01-Jul-23
Water Quarterly Second Meter Fee	$4.00	01-Jul-14
Water Monthly Second Meter Fee	$1.34	01-Jul-14
Water Irrigation Step 1 (HCF)	$5.60	01-Jul-23
Water Irrigation Step 2 (HCF)	$6.04	01-Jul-23
Water Irrigation Step 3 (HCF)	$6.69	01-Jul-23
Water Irrigation Step 4 (HCF)	$8.91	01-Jul-23
Sewer Rates		
Sewer Quarterly Basic Service Fee	$12.00	01-Oct-22
Sewer Monthly Basic Service Fee	$4.00	01-Oct-22
Septage Disposal 1,000 Gallons	$85.00	01-Jul-05
Sewer Step 1 (HCF)	$9.82	01-Jul-23
Sewer Step 2 (HCF)	$10.84	01-Jul-23
Sewer Step 3 (HCF)	$11.69	01-Jul-23
Sewer Step 4 (HCF)	$12.75	01-Jul-23

Town of Needham
Utility Charges and Fees

Description	Current	Last Changed
Stormwater		
Stormwater Tier 1	$0.00	01-Jan-24
Stormwater Tier 2	$38.20	01-Jan-24
Stormwater Tier 3	$80.00	01-Jan-24
Stormwater Tier 4	$200.00	01-Jan-24
Stormwater Tier 5	$400.00	01-Jan-24
Stormwater Tier 6	$600.00	01-Jan-24
Stormwater Tier 7	$800.00	01-Jan-24
Stormwater Tier 8	$1,000.00	01-Jan-24
Stormwater Tier 9	$1,200.00	01-Jan-24
Stormwater Tier 10	$1,500.00	01-Jan-24
Other Charges		
Back Flow Test	$50.00	Not Available
Cross-Connection Test	$50.00	Not Available
Final Read	$25.00	Not Available
Hydrant Flow Flush/Test	$300.00	Not Available
Shut-off Water & Turn on Water	$50.00	Not Available
Shut-off Water and Remove Meter	$25.00	Not Available
Temporary Water Meter install on Fire Hydrant	$25.00	Not Available
Valve Job $75 to $150 (includes material & labor)	Varies	Not Available

Town of Needham
Water and Sewer Rates

Description	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
Basic Service Fee - Monthly	$5.00	$5.00	$5.00	$5.00	$5.00	$5.00
Basic Service Fee - Quarterly	$15.00	$15.00	$15.00	$15.00	$15.00	$15.00
Water - Primary Meter						
Step 1	$3.10	$3.18	$3.18	$3.18	$3.24	$3.30
Step 2	$3.30	$3.39	$3.39	$3.39	$3.46	$3.53
Step 3	$4.15	$4.26	$4.26	$4.26	$4.35	$4.43
Step 4	$5.10	$5.24	$5.24	$5.24	$5.34	$5.44
Second Meter Fee - Monthly	$1.34	$1.34	$1.34	$1.34	$1.34	$1.34
Second Meter Fee - Quarterly	$4.00	$4.00	$4.00	$4.00	$4.00	$4.00
Water - Secondary Meter						
Step 1	$5.10	$5.24	$5.24	$5.24	$5.50	$5.60
Step 2	$5.50	$5.65	$5.65	$5.65	$5.93	$6.04
Step 3	$6.10	$6.26	$6.26	$6.26	$6.57	$6.69
Step 4	$8.10	$8.32	$8.32	$8.32	$8.74	$8.91
Basic Sewer Fee - Monthly	$3.00	$3.00	$3.00	$3.00	$4.00	$4.00
Basic Sewer Fee - Quarterly	$9.00	$9.00	$9.00	$9.00	$12.00	$12.00
Sewer						
Step 1	$8.82	$9.08	$9.08	$9.08	$9.53	$9.82
Step 2	$9.74	$10.02	$10.02	$10.02	$10.52	$10.84
Step 3	$10.51	$10.81	$10.81	$10.81	$11.35	$11.69
Step 4	$11.46	$11.79	$11.79	$11.79	$12.38	$12.75
Septage Disposal						
Per 1,000 Gallons	$85.00	$85.00	$85.00	$85.00	$85.00	$85.00

Prices are per 100 CF (cubic feet) except septage which is per 1,000 gallons.

Average*	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
Average Household Water Bill	$461	$472	$472	$472	$481	$489
Average Household Sewer Bill	$1,192	$1,225	$1,225	$1,225	$1,297	$1,335
Total for Sewer & Water Usage	$1,653	$1,698	$1,698	$1,698	$1,777	$1,823

* Average Household use is based on 12,000 cubic feet of water per year

Town of Needham
Step Structure

	Residential Quarterly			Commercial Monthly	
Step 1	-	600	600	-	200
Step 2	600	2,700	2,100	200	900
Step 3	2,700	4,200	1,500	900	1,400
Step 4	4,200	99,999,999		1,400	99,999,999

Water and Sewer
Billed Consumption History
Fiscal Year July 1 - June 30

	2016	2017	2018	2019	2020	2021	2022	2023	3-Year Average	5-Year Average	7-Year Average
Hundred Cubic Feet											
WATER											
Residential and Commercial	977,082	982,157	941,734	951,683	938,977	1,008,833	983,311	960,058			
Coca Cola Water	139,297	109,150	122,803	65,789	687	628	733	679			
Primary Water	1,116,379	1,091,307	1,064,537	1,017,472	939,664	1,009,461	984,044	960,737	984,747	982,276	1,009,603
Percent Change from prior year	**-0.2%**	**-2.2%**	**-2.5%**	**-4.4%**	**-7.6%**	**7.4%**	**-2.5%**	**-2.4%**			
Secondary Water	374,864	341,902	284,575	335,420	303,407	442,941	396,580	478,883			
Secondary Water	374,864	341,902	284,575	335,420	303,407	442,941	396,580	478,883	439,468	391,446	369,101
Percent Change from prior year	**24.6%**	**-8.8%**	**-16.8%**	**17.9%**	**-9.5%**	**46.0%**	**-10.5%**	**20.8%**			
TOTAL BILLED WATER	1,491,243	1,433,209	1,349,112	1,352,892	1,243,071	1,452,402	1,380,624	1,439,620	1,424,215	1,373,722	1,378,704
Percentage Change in Total Water Billed From Prior Year	5.1%	-3.9%	-5.9%	0.3%	-8.1%	16.8%	-4.9%	4.3%			

Water and Sewer
Billed Consumption History
Fiscal Year July 1 - June 30

	2016	2017	2018	2019	2020	2021	2022	2023	3-Year Average	5-Year Average	7-Year Average
Hundred Cubic Feet											
SEWER											
Primary Sewer	867,969	874,625	852,728	868,156	859,609	913,462	888,145	865,813	889,140	879,037	874,648
Coca Cola Sewer	61,141	40,691	42,696	23,649	626	584	693	608	628	5,232	15,650
TOTAL BILLED SEWER	929,110	915,316	895,424	891,805	860,235	914,046	888,838	866,421	889,768	884,269	890,298
Percentage Change in Total Sewer Billed From Prior Year	-0.7%	-1.5%	-2.2%	-0.4%	-3.5%	6.3%	-2.8%	-2.5%			
Total Billed Sewer as a % of Total Billed Water	62.3%	63.9%	66.4%	65.9%	69.2%	62.9%	64.4%	60.2%	62.5%	64.4%	64.6%
Primary Sewer as a % of Primary Water Use	83.2%	83.9%	84.1%	87.6%	91.5%	90.5%	90.3%	90.2%	90.4%	90.0%	88.2%
Secondary Water as a % of Total Billed Water	25.1%	23.9%	21.1%	24.8%	24.4%	30.5%	28.7%	33.3%	30.9%	28.5%	26.8%

Water and Sewer Billed Consumption Quarterly	FY2023 YEAR TO DATE Consumption	FY2023 4th Quarter Billings Consumption	FY2023 3rd Quarter Billings Consumption	FY2023 2nd Quarter Billings Consumption	FY2023 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	770,585.00	172,671.00	162,798.00	217,498.00	217,618.00
Commercial	189,473.00	43,185.00	45,912.00	50,589.00	49,787.00
Coke	679.00	168.00	160.00	220.00	131.00
Regular Water	**960,737.00**	**216,024.00**	**208,870.00**	**268,307.00**	**267,536.00**
Change from Prior Year	**-2.4%**	**-13.9%**	**-8.5%**	**11.2%**	**1.5%**
Residential	443,355.00	13,524.00	18,736.00	221,530.00	189,565.00
Commercial	35,528.00	6,041.00	72.00	7,610.00	21,805.00
	-				
	-				
Irrigation Water	478,883.00	19,565.00	18,808.00	229,140.00	211,370.00
Change from Prior Year	**20.8%**	**-56.2%**	**-58.7%**	**55.2%**	**33.1%**
Residential Total	1,213,940.00	186,195.00	181,534.00	439,028.00	407,183.00
Commercial Total	225,001.00	49,226.00	45,984.00	58,199.00	71,592.00
Coke Total	679.00	168.00	160.00	220.00	131.00
	-	-	-	-	-
Water	**1,439,620.00**	**235,589.00**	**227,678.00**	**497,447.00**	**478,906.00**
Billed Water Change from Prior Year	**4.3%**	**-20.3%**	**-16.9%**	**27.9%**	**13.4%**
Residential %	84.3%	79.0%	79.7%	88.3%	85.0%
Commercial %	15.6%	20.9%	20.2%	11.7%	14.9%
Coke %	0.0%	0.1%	0.1%	0.0%	0.0%
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Residential Irrigation %	36.5%	7.3%	10.3%	50.5%	46.6%
Commercial/Coke Irrigation %	15.7%	12.2%	0.2%	13.0%	30.4%
Water Irrigation %	**33.3%**	**8.3%**	**8.3%**	**46.1%**	**44.1%**

Water and Sewer Billed Consumption Quarterly	FY2023 YEAR TO DATE Consumption	FY2023 4th Quarter Billings Consumption	FY2023 3rd Quarter Billings Consumption	FY2023 2nd Quarter Billings Consumption	FY2023 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	702,148.00	165,483.00	154,855.00	191,311.00	190,499.00
Commercial	163,665.00	36,704.00	41,571.00	43,894.00	41,496.00
Coke	608.00	163.00	172.00	147.00	126.00
Sewer	**866,421.00**	**202,350.00**	**196,598.00**	**235,352.00**	**232,121.00**
	-	-	-	-	-
Billed Sewer Change from Prior Year	**-2.5%**	**-9.5%**	**-8.8%**	**9.2%**	**-0.8%**
Billed Sewer % of Billed Regular Water	90.2%	93.7%	94.1%	87.7%	86.8%
Residential Sewer % of Regular Residential Water	91.1%	95.8%	95.1%	88.0%	87.5%
Commercial Sewer % of Regular Commercial Water	86.4%	85.0%	90.5%	86.8%	83.3%
Residential Sewer % of Total Residential Water	57.8%	88.9%	85.3%	43.6%	46.8%

Water and Sewer Billed Consumption Quarterly	FY2022 YEAR TO DATE Consumption	FY2022 4th Quarter Billings Consumption	FY2022 3rd Quarter Billings Consumption	FY2022 2nd Quarter Billings Consumption	FY2022 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	784,107.00	197,885.00	187,333.00	191,101.00	207,788.00
Commercial	199,204.00	52,835.00	40,807.00	49,966.00	55,596.00
Coke	733.00	192.00	214.00	204.00	123.00
Regular Water	**984,044.00**	**250,912.00**	**228,354.00**	**241,271.00**	**263,507.00**
Change from Prior Year	**-2.5%**	**12.0%**	**-1.1%**	**-12.2%**	**-5.8%**
Residential	361,072.00	37,636.00	45,406.00	136,789.00	141,241.00
Commercial	35,508.00	6,988.00	115.00	10,857.00	17,548.00
	-				
	-				
Irrigation Water	396,580.00	44,624.00	45,521.00	147,646.00	158,789.00
Change from Prior Year	**-10.5%**	**256.3%**	**69.1%**	**-39.1%**	**-1.5%**
Residential Total	1,145,179.00	235,521.00	232,739.00	327,890.00	349,029.00
Commercial Total	234,712.00	59,823.00	40,922.00	60,823.00	73,144.00
Coke Total	733.00	192.00	214.00	204.00	123.00
	-	-	-	-	-
Water	**1,380,624.00**	**295,536.00**	**273,875.00**	**388,917.00**	**422,296.00**
Billed Water Change from Prior Year	**-4.9%**	**24.9%**	**6.3%**	**-24.8%**	**-4.2%**
Residential %	82.9%	79.7%	85.0%	84.3%	82.7%
Commercial %	17.0%	20.2%	14.9%	15.6%	17.3%
Coke %	0.1%	0.1%	0.1%	0.1%	0.0%
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Residential Irrigation %	31.5%	16.0%	19.5%	41.7%	40.5%
Commercial/Coke Irrigation %	15.1%	11.6%	0.3%	17.8%	24.0%
Water Irrigation %	**28.7%**	**15.1%**	**16.6%**	**38.0%**	**37.6%**

Water and Sewer Billed Consumption Quarterly	FY2022 YEAR TO DATE Consumption	FY2022 4th Quarter Billings Consumption	FY2022 3rd Quarter Billings Consumption	FY2022 2nd Quarter Billings Consumption	FY2022 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	718,037.00	178,314.00	179,071.00	172,868.00	187,784.00
Commercial	170,108.00	45,156.00	36,310.00	42,473.00	46,169.00
Coke	693.00	192.00	200.00	189.00	112.00
Sewer	**888,838.00**	**223,662.00**	**215,581.00**	**215,530.00**	**234,065.00**
	-	-	-	-	-
Billed Sewer Change from Prior Year	**-2.8%**	**6.2%**	**-0.3%**	**-9.2%**	**-6.4%**
Billed Sewer % of Billed Regular Water	90.3%	89.1%	94.4%	89.3%	88.8%
Residential Sewer % of Regular Residential Water	91.6%	90.1%	95.6%	90.5%	90.4%
Commercial Sewer % of Regular Commercial Water	85.4%	85.5%	89.0%	85.0%	83.0%
Residential Sewer % of Total Residential Water	62.7%	75.7%	76.9%	52.7%	53.8%

Water and Sewer Billed Consumption Quarterly	FY2021 YEAR TO DATE Consumption	FY2021 4th Quarter Billings Consumption	FY2021 3rd Quarter Billings Consumption	FY2021 2nd Quarter Billings Consumption	FY2021 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	823,798.00	179,453.00	192,644.00	230,355.00	221,346.00
Commercial	185,035.00	44,454.00	37,993.00	44,299.00	58,289.00
Coke	628.00	125.00	150.00	220.00	133.00
Regular Water	**1,009,461.00**	**224,032.00**	**230,787.00**	**274,874.00**	**279,768.00**
Change from Prior Year	**7.4%**	**4.1%**	**3.0%**	**6.3%**	**15.8%**
Residential	402,110.00	8,807.00	26,711.00	228,272.00	138,320.00
Commercial	40,831.00	3,717.00	211.00	13,992.00	22,911.00
	-				
	-				
Irrigation Water	442,941.00	12,524.00	26,922.00	242,264.00	161,231.00
Change from Prior Year	**46.0%**	**170.1%**	**31.1%**	**36.3%**	**60.4%**
Residential Total	1,225,908.00	188,260.00	219,355.00	458,627.00	359,666.00
Commercial Total	225,866.00	48,171.00	38,204.00	58,291.00	81,200.00
Coke Total	628.00	125.00	150.00	220.00	133.00
	-	-	-	-	-
Water	**1,452,402.00**	**236,556.00**	**257,709.00**	**517,138.00**	**440,999.00**
Billed Water Change from Prior Year	**16.8%**	**7.6%**	**5.3%**	**18.5%**	**28.9%**
Residential %	84.4%	79.6%	85.1%	88.7%	81.6%
Commercial %	15.6%	20.4%	14.8%	11.3%	18.4%
Coke %	0.0%	0.1%	0.1%	0.0%	0.0%
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Residential Irrigation %	32.8%	4.7%	12.2%	49.8%	38.5%
Commercial/Coke Irrigation %	18.0%	7.7%	0.6%	23.9%	28.2%
Water Irrigation %	**30.5%**	**5.3%**	**10.4%**	**46.8%**	**36.6%**

Water and Sewer Billed Consumption Quarterly	FY2021 YEAR TO DATE Consumption	FY2021 4th Quarter Billings Consumption	FY2021 3rd Quarter Billings Consumption	FY2021 2nd Quarter Billings Consumption	FY2021 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	757,880.00	171,948.00	183,293.00	200,051.00	202,588.00
Commercial	155,582.00	38,461.00	32,773.00	36,979.00	47,369.00
Coke	584.00	113.00	138.00	212.00	121.00
		-	-	-	-
Sewer	**914,046.00**	**210,522.00**	**216,204.00**	**237,242.00**	**250,078.00**
	-	-	-	-	-
Billed Sewer Change from Prior Year	**6.3%**	**4.4%**	**2.4%**	**3.8%**	**14.3%**
Billed Sewer % of Billed Regular Water	90.5%	94.0%	93.7%	86.3%	89.4%
Residential Sewer % of Regular Residential Water	92.0%	95.8%	95.1%	86.8%	91.5%
Commercial Sewer % of Regular Commercial Water	84.1%	86.5%	86.3%	83.5%	81.3%
Residential Sewer % of Total Residential Water	61.8%	91.3%	83.6%	43.6%	56.3%

Water and Sewer Billed Consumption Quarterly	FY2020 YEAR TO DATE Consumption	FY2020 4th Quarter Billings Consumption	FY2020 3rd Quarter Billings Consumption	FY2020 2nd Quarter Billings Consumption	FY2020 1st Quarter Billings Consumption	FY2019 YEAR TO DATE Consumption
Billed Consumption (HCF)						
Residential	731,360.95	176,021.00	175,443.00	201,925.98	177,970.97	718,764.85
Commercial	207,616.00	39,091.00	48,517.00	56,563.00	63,445.00	232,918.00
Coke	687.00	157.00	172.00	187.00	171.00	65,789.00
Regular Water	**939,663.95**	**215,269.00**	**224,132.00**	**258,675.98**	**241,586.97**	**1,017,471.85**
Change from Prior Year	**-7.6%**	**-1.6%**	**-4.6%**	**-4.2%**	**-17.8%**	**-4.4%**
Residential	272,179.00	2,898.00	19,860.00	166,908.00	82,513.00	304,482.00
Commercial	31,228.00	1,739.00	675.00	10,818.00	17,996.00	30,938.00
	-					-
	-					-
Irrigation Water	303,407.00	4,637.00	20,535.00	177,726.00	100,509.00	335,420.00
Change from Prior Year	**-9.5%**	**17.8%**	**-6.8%**	**4.7%**	**-28.0%**	**17.9%**
Residential Total	1,003,539.95	178,919.00	195,303.00	368,833.98	260,483.97	1,023,246.85
Commercial Total	238,844.00	40,830.00	49,192.00	67,381.00	81,441.00	263,856.00
Coke Total	687.00	157.00	172.00	187.00	171.00	65,789.00
	-	-	-	-	-	-
Water	**1,243,070.95**	**219,906.00**	**244,667.00**	**436,401.98**	**342,095.97**	**1,352,891.85**
Billed Water Change from Prior Year	**-8.1%**	**-1.3%**	**-4.8%**	**-0.8%**	**-21.1%**	**0.3%**
Residential %	80.7%	81.4%	79.8%	84.5%	76.1%	75.6%
Commercial %	19.2%	18.6%	20.1%	15.4%	23.8%	19.5%
Coke %	0.1%	0.1%	0.1%	0.0%	0.0%	4.9%
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Residential Irrigation %	27.1%	1.6%	10.2%	45.3%	31.7%	29.8%
Commercial/Coke Irrigation %	13.0%	4.2%	1.4%	16.0%	22.1%	9.4%
Water Irrigation %	**24.4%**	**2.1%**	**8.4%**	**40.7%**	**29.4%**	**24.8%**

Water and Sewer Billed Consumption Quarterly	FY2020 YEAR TO DATE Consumption	FY2020 4th Quarter Billings Consumption	FY2020 3rd Quarter Billings Consumption	FY2020 2nd Quarter Billings Consumption	FY2020 1st Quarter Billings Consumption	FY2019 YEAR TO DATE Consumption
Billed Consumption (HCF)						
Residential	679,484.95	168,491.00	167,287.00	178,652.98	165,053.97	664,397.87
Commercial	180,124.00	32,977.00	43,739.00	49,759.00	53,649.00	203,758.00
Coke	626.00	149.00	157.00	163.00	157.00	23,649.00
		-	-	-	-	
Sewer	**860,234.95**	**201,617.00**	**211,183.00**	**228,574.98**	**218,859.97**	**891,804.87**
	-	-	-	-	-	-
Billed Sewer Change from Prior Year	**-3.5%**	**-1.6%**	**-2.0%**	**0.4%**	**-10.2%**	**-0.4%**
Billed Sewer % of Billed Regular Water	91.5%	93.7%	94.2%	88.4%	90.6%	87.6%
Residential Sewer % of Regular Residential Water	92.9%	95.7%	95.4%	88.5%	92.7%	92.4%
Commercial Sewer % of Regular Commercial Water	86.8%	84.4%	90.2%	88.0%	84.6%	87.5%
Residential Sewer % of Total Residential Water	67.7%	94.2%	85.7%	48.4%	63.4%	64.9%

Operational Expense
Forecast
Three Year Outlook

	Budget 2022	Budget 2023	Budget 2024	Estimate 2025	Projection 2026	Projection 2027	
Water Enterprise							
Salaries & Wages	$1,457,409	$1,503,306	$1,598,687	$1,665,423	$1,742,033	$1,822,166	
Expenses	$1,294,764	$1,361,349	$1,564,469	$1,689,997	$1,764,357	$1,841,989	
Capital Outlay	$40,000	$0	$53,605	$57,100	$57,100	$57,100	
MWRA**	$1,670,433	$1,464,186	$1,887,130	*$1,215,535*	*$1,215,535*	*$1,215,535*	
Reserve Fund	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	
Debt Service	$1,250,000	$1,250,000	$1,250,000	$1,460,000	$1,550,000	$1,550,000	
Other Expenses	$4,729			$75,000			
Operating Budget	$5,792,335	$5,653,841	$6,428,891	$6,238,055	$6,404,025	$6,561,790	
Indirect Costs	$899,889	$715,567	$879,782	$1,045,407	$1,071,542	$1,098,330	
Percent of OB	15.5%	12.7%	13.7%	16.8%	16.7%	16.7%	**Outlook Average**
Operational Cost	**$6,692,224**	**$6,369,408**	**$7,308,673**	**$7,283,462**	**$7,475,566**	**$7,660,120**	**$7,473,049**
	8.8%	-4.8%	14.7%	-0.3%	2.6%	2.5%	
Cash Capital Plan	$1,016,634	$0	$3,312,733	$1,180,814	$1,063,089	$717,536	
Total	$7,708,858	$6,369,408	$10,621,406	$8,464,276	$8,538,655	$8,377,656	**$8,460,196**

Operational Expense
Forecast
Three Year Outlook

	Budget 2022	Budget 2023	Budget 2024	Estimate 2025	Projection 2026	Projection 2027	
Sewer Enterprise							
Salaries & Wages	$1,041,733	$1,080,247	$1,144,544	$1,230,276	$1,275,797	$1,323,001	
Expenses	$513,076	$770,691	$823,367	$866,539	$913,332	$962,652	
Capital Outlay	$51,000	$51,000	$65,000	$96,000	$96,000	$96,000	
MWRA	$6,614,690	$6,760,857	$7,084,841	$7,578,175	$7,843,411	$8,117,931	
Reserve Fund	$35,000	$35,000	$35,000	$35,000	$35,000	$35,000	
Debt Service	$610,000	$610,000	$610,000	$670,000	$700,000	$750,000	
Other Expenses			$150,000				
Operating Budget	$8,865,499	$9,307,795	$9,912,752	$10,475,990	$10,863,540	$11,284,584	
Indirect Costs	$507,526	$500,948	$476,616	$488,531	$500,745	$513,263	
Percent of OB	5.7%	5.4%	4.8%	4.7%	4.6%	4.5%	**Outlook Average**
Operational Cost	**$9,373,025**	**$9,808,743**	**$10,389,368**	**$10,964,522**	**$11,364,284**	**$11,797,847**	**$11,375,551**
	0.1%	4.6%	5.9%	11.8%	3.6%	3.8%	
Cash Capital Plan	$332,531	$1,401,255	$639,641	$600,000	$1,237,708	$487,342	
Total	$9,705,556	$11,209,998	$11,029,009	$11,564,522	$12,601,992	$12,285,189	**$12,150,568**
		*Cash Capital Includes $500K Federal Funds					

SEWER & WATER
User Rate Structure Recap
Three Year Trending Average Revenue Target

SEWER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$11,375,551.00
Less Estimated Fix Rate Revenue	($310,000)
Less Estimated General Fund Payment	($800,000)
Add Doubtful Account Allowance (0.75%)	$85,317
Expenditures to be Supported by Rate Revenue	**$10,350,868**
Rounding Adjustment	$132
User Rate Revenue Target	**$10,351,000**
Estimated Billable Volume (4-Yr Average) FY2020 - FY2023	88,238,500
Minimum Flat Rate	**$11.73**

WATER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$7,473,050.00
Less Estimated Fix Rate Revenue	($740,000)
Add Doubtful Account Allowance (0.75%)	$56,048
Expenditures to be Supported by Rate Revenue	**$6,789,098**
Rounding Adjustment	($98)
User Rate Revenue Target	**$6,789,000**
Estimated Billable Volume (4-Yr Average) FY2020 - FY2023	137,892,900
Minimum Flat Rate	**$4.92**

FY2024 Sewer Target Range	$9,749,000
FY2025 Sewer Target Range	$10,351,000
	6.17%
FY2024 Water Target Range	$6,641,000
FY2025 Water Target Range	$6,789,000
	2.23%

Billable Use
By Step
Hundred Cubic Feet

Fiscal Year	2020	2021	2022	2023	4-Yr Average (2020 - 2023)
Primary Water					
Step 1	283,143.3	287,089.5	282,840.5	281,017.5	283,522.7
Step 2	442,660.4	490,290.7	443,897.7	436,612.5	453,365.3
Step 3	45,305.1	62,028.2	47,766.2	50,454.7	51,388.5
Step 4	168,555.2	170,052.6	209,539.6	192,652.3	185,200.0
Total	939,664.0	1,009,461.0	984,044.0	960,737.0	973,476.5
Secondary Water					
Step 1	52,258.0	66,922.0	60,912.0	65,391.6	61,370.9
Step 2	103,864.4	142,812.0	120,922.0	142,346.4	127,486.2
Step 3	39,349.2	59,374.0	43,707.0	60,857.1	50,821.8
Step 4	107,935.4	173,833.0	171,039.0	210,287.9	165,773.8
Total	303,407.0	442,941.0	396,580.0	478,883.0	405,452.8
Primary Water					
Step 1	30.1%	28.44%	28.74%	29.25%	29.1%
Step 2	47.1%	48.57%	45.11%	45.45%	46.6%
Step 3	4.8%	6.14%	4.85%	5.25%	5.3%
Step 4	17.9%	16.85%	21.29%	20.05%	19.0%
Total	100.0%	100.00%	100.00%	100.00%	100.00%
Secondary Water					
Step 1	17.2%	15.11%	15.36%	13.66%	15.1%
Step 2	34.2%	32.24%	30.49%	29.72%	31.4%
Step 3	13.0%	13.40%	11.02%	12.71%	12.5%
Step 4	35.6%	39.25%	43.13%	43.91%	40.9%
Total	100.0%	100.00%	100.00%	100.00%	100.0%

Billable Use
By Step
Hundred Cubic Feet

Fiscal Year	2020	2021	2022	2023	4-Yr Average (2020 - 2023)
Billed Sewer					
Step 1	272,172.7	276,105.7	272,582.7	271,401.7	273,065.7
Step 2	421,360.9	466,983.3	422,968.1	416,334.6	431,911.7
Step 3	39,103.5	53,820.7	40,698.9	42,696.2	44,079.8
Step 4	127,597.9	117,136.4	152,588.4	135,988.5	133,327.8
Total	860,235.0	914,046.0	888,838.0	866,421.0	882,385.0

Billed Sewer					
Step 1	31.6%	30.21%	30.67%	31.32%	30.9%
Step 2	49.0%	51.09%	47.59%	48.05%	48.9%
Step 3	4.5%	5.89%	4.58%	4.93%	5.0%
Step 4	14.8%	12.82%	17.17%	15.70%	15.1%
Total	100.0%	100.00%	100.00%	100.00%	100.0%

Water Enterprise FY2020 - FY2023 Average **Current Rate Structure**				Target Revenue $6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.43	$215,624.93	$4.92	$0.49	10.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2	31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3	13.0%	5,270,889.00	$6.69	$352,622.47	$4.92	-$1.77	-36.0%
4	41.0%	16,623,573.00	$8.91	$1,481,160.35	$4.92	-$3.99	-81.1%
Grand Total	100.00%	137,892,900		$6,702,053.84			
		-	**Shortfall**	**-$86,946.16**			
			-1.3%	98.7%			

Annual
12,000 C.F.

Fiscal Year	
Volume	Bill
2,400	$79.20
8,400	$296.52
1,200	$53.16
-	$0.00
-	$60.00
-	$488.88
12,000	

Water Enterprise **Option W2** All Steps Change 2.23%				Target Revenue $6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.37	$951,378.09	$4.92	$1.55	31.5%
2	47.0%	45,753,372.00	$3.61	$1,651,696.73	$4.92	$1.31	26.6%
3	5.0%	4,867,380.00	$4.53	$220,492.31	$4.92	$0.39	7.9%
4	19.0%	18,496,044.00	$5.56	$1,028,380.05	$4.92	-$0.64	-13.0%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.72	$347,878.67	$4.92	-$0.80	-16.3%
2	31.0%	12,569,043.00	$6.17	$775,509.95	$4.92	-$1.25	-25.4%
3	13.0%	5,270,889.00	$6.84	$360,528.81	$4.92	-$1.92	-39.0%
4	41.0%	16,623,573.00	$9.11	$1,514,407.50	$4.92	-$4.19	-85.2%
Grand Total	100.00%	137,892,900		$6,850,272.12			
				$61,272.12			
			0.9%	100.9%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$80.88		
8,400	$303.24		
1,200	$54.36		
-	$0.00		
-	$60.00	Annual Change	
-	$498.48	$9.60	2.0%
12,000			

Water Enterprise				Target Revenue			
Option W3							
Increase Irrigation Step Rates by 3.0%				$6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.43	$215,624.93	$4.92	$0.49	10.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.77	$350,919.57	$4.92	-$0.85	-17.3%
2	31.0%	12,569,043.00	$6.22	$781,794.47	$4.92	-$1.30	-26.4%
3	13.0%	5,270,889.00	$6.89	$363,164.25	$4.92	-$1.97	-40.0%
4	41.0%	16,623,573.00	$9.18	$1,526,044.00	$4.92	-$4.26	-86.6%
Grand Total	100.00%	137,892,900		$6,790,442.59			
				$1,442.59			
			0.0%	100.0%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$79.20		
8,400	$296.52		
1,200	$53.16		
-	$0.00		
-	$60.00	Annual Change	
-	$488.88	$0.00	0.0%
12,000			

Water Enterprise				Target Revenue			
Option W4							
Increase Annual Service Fee by $4 (Dom & Irr)				$6,729,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.43	$215,624.93	$4.92	$0.49	10.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2	31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3	13.0%	5,270,889.00	$6.69	$352,622.47	$4.92	-$1.77	-36.0%
4	41.0%	16,623,573.00	$8.91	$1,481,160.35	$4.92	-$3.99	-81.1%
Grand Total	100.00%	137,892,900		$6,702,053.84			
			Shortfall	**-$26,946.16**			
			-0.4%	99.6%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$79.20		
8,400	$296.52		
1,200	$53.16		
-	$0.00		
-	$64.00	Annual Change	
-	$492.88	$4.00	0.8%
12,000			

Water Enterprise **Option W5** No Subsidy at Step 3				Target Revenue $6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.92	$239,475.10	$4.92	$0.00	0.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2	31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3	13.0%	5,270,889.00	$6.69	$352,622.47	$4.92	-$1.77	-36.0%
4	41.0%	16,623,573.00	$8.91	$1,481,160.35	$4.92	-$3.99	-81.1%
Grand Total	100.00%	137,892,900		$6,725,904.00			
			Shortfall	**-$63,096.00**			
			-0.9%	99.1%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$79.20		
8,400	$296.52		
1,200	$59.04		
-	$0.00		
-	$60.00	Annual Change	
-	$494.76	$5.88	1.2%
12,000			

Sewer Enterprise
FY2020 - FY2023 Average
Current Rates

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$9.82	$2,686,156.42	$11.73	$1.91	16.3%
2	49.0%	43,236,865.00	$10.84	$4,686,876.17	$11.73	$0.89	7.6%
3	5.0%	4,411,925.00	$11.69	$515,754.03	$11.73	$0.04	0.3%
4	15.0%	13,235,775.00	$12.75	$1,687,561.31	$11.73	-$1.02	-8.7%
	100.00%	88,238,500.00		$9,576,347.93			
			Shortfall	**-$774,652.07**			
			-8.1%	92.5%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill
2,400	20.0%	$235.68
8,400	70.0%	$910.56
1,200	10.0%	$140.28
-		$0.00
-		$48.00
-		$1,334.52

Sewer Enterprise
Option S2
All Steps Change 6.17%

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$10.43	$2,853,015.42	$11.73	$1.30	11.1%
2	49.0%	43,236,865.00	$11.51	$4,976,563.16	$11.73	$0.22	1.9%
3	5.0%	4,411,925.00	$12.41	$547,519.89	$11.73	-$0.68	-5.8%
4	15.0%	13,235,775.00	$13.54	$1,792,123.94	$11.73	-$1.81	-15.4%
	100.00%	88,238,500.00		$10,169,222.41			
			Shortfall	**-$181,777.59**			
			-1.8%	98.2%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$250.32		
8,400	70.0%	$966.84		
1,200	10.0%	$148.92		
-		$0.00		
-		$48.00	Annual Change	
-		$1,414.08	$79.56	6.0%

Sewer Enterprise
Option S3
Flat Rate

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$11.73	$3,208,616.58	$11.73	$0.00	0.0%
2	49.0%	43,236,865.00	$11.73	$5,071,684.26	$11.73	$0.00	0.0%
3	5.0%	4,411,925.00	$11.73	$517,518.80	$11.73	$0.00	0.0%
4	15.0%	13,235,775.00	$11.73	$1,552,556.41	$11.73	$0.00	0.0%
	100.00%	88,238,500.00		$10,350,376.05			
			Shortfall	**-$623.95**			
			0.0%	100.0%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$281.52		
8,400	70.0%	$985.32		
1,200	10.0%	$140.76		
-		$0.00		
-		$48.00	Annual Change	
-		$1,455.60	$121.08	9.1%

Sewer Enterprise
Option S4
Increase Annual Service Fee by $4

Target Revenue $10,319,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$9.82	$2,686,156.42	$11.73	$1.91	16.3%
2	49.0%	43,236,865.00	$10.84	$4,686,876.17	$11.73	$0.89	7.6%
3	5.0%	4,411,925.00	$11.69	$515,754.03	$11.73	$0.04	0.3%
4	15.0%	13,235,775.00	$12.75	$1,687,561.31	$11.73	-$1.02	-8.7%
	100.00%	88,238,500.00		$9,576,347.93			
			Shortfall	**-$742,652.07**			
			-7.8%	92.8%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$235.68		
8,400	70.0%	$910.56		
1,200	10.0%	$140.28		
-		$0.00		
-		$52.00	Annual Change	
-		$1,338.52	$4.00	0.3%

Sewer Enterprise
Option S5
Flat Rate but not lowering any current rate

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$11.73	$3,208,616.58	$11.73	$0.00	0.0%
2	49.0%	43,236,865.00	$11.73	$5,071,684.26	$11.73	$0.00	0.0%
3	5.0%	4,411,925.00	$11.73	$517,518.80	$11.73	$0.00	0.0%
4	15.0%	13,235,775.00	$12.75	$1,687,561.31	$11.73	-$1.02	-8.7%
	100.00%	88,238,500.00		$10,485,380.96			
				$134,380.96			
			1.3%	101.3%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$281.52		
8,400	70.0%	$985.32		
1,200	10.0%	$140.76		
-		$0.00		
-		$48.00	Annual Change	
-		$1,455.60	$121.08	9.1%

Sewer Enterprise
Option S6
Keep Current Step 1 then Flat Rate but not lowering

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$9.82	$2,686,156.42	$11.73	$1.91	16.3%
2	49.0%	43,236,865.00	$11.73	$5,071,684.26	$11.73	$0.00	0.0%
3	5.0%	4,411,925.00	$11.73	$517,518.80	$11.73	$0.00	0.0%
4	15.0%	13,235,775.00	$12.75	$1,687,561.31	$11.73	-$1.02	-8.7%
	100.00%	88,238,500.00		$9,962,920.80			
			Shortfall	**-$388,079.20**			
			-3.9%	96.3%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$235.68		
8,400	70.0%	$985.32		
1,200	10.0%	$140.76		
-		$0.00		
-		$48.00	Annual Change	
-		$1,409.76	$75.24	5.6%

Sewer Enterprise
Option S7
Increase Rates by the Estimated Assessment Increas

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$10.50	$2,872,163.18	$11.73	$1.23	10.5%
2	49.0%	43,236,865.00	$11.59	$5,011,152.65	$11.73	$0.14	1.2%
3	5.0%	4,411,925.00	$12.50	$551,490.63	$11.73	-$0.77	-6.6%
4	15.0%	13,235,775.00	$13.63	$1,804,036.13	$11.73	-$1.90	-16.2%
	100.00%	88,238,500.00		$10,238,842.59			
			Shortfall	**-$112,157.41**			
			-1.1%	98.9%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill	Annual Change	
2,400	20.0%	$252.00		
8,400	70.0%	$973.56		
1,200	10.0%	$150.00		
-		$0.00		
-		$48.00		
-		$1,423.56	$89.04	6.7%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	Current	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	2	**Option W3**	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	3	**Option W4**	Current	$492.88	$1,334.52	$1,827.40	$4.00	0.2%
Scenario	15	**Current**	Option S4	$488.88	$1,338.52	$1,827.40	$4.00	0.2%
Scenario	17	**Option W3**	Option S4	$488.88	$1,338.52	$1,827.40	$4.00	0.2%
Scenario	4	**Option W5**	Option S4	$494.76	$1,334.52	$1,829.28	$5.88	0.3%
Scenario	18	**Option W4**	Option S4	$492.88	$1,338.52	$1,831.40	$8.00	0.4%
Scenario	1	**Option W2**	Option S4	$498.48	$1,334.52	$1,833.00	$9.60	0.5%
Scenario	19	**Option W5**	Option S4	$494.76	$1,338.52	$1,833.28	$9.88	0.5%
Scenario	16	**Option W2**	Option S4	$498.48	$1,338.52	$1,837.00	$13.60	0.7%
Scenario	25	**Current**	Option S6	$488.88	$1,409.76	$1,898.64	$75.24	4.1%
Scenario	27	**Option W3**	Option S6	$488.88	$1,409.76	$1,898.64	$75.24	4.1%
Scenario	28	**Option W4**	Option S6	$492.88	$1,409.76	$1,902.64	$79.24	4.3%
Scenario	5	**Current**	Option S2	$488.88	$1,414.08	$1,902.96	$79.56	4.4%
Scenario	7	**Option W3**	Option S2	$488.88	$1,414.08	$1,902.96	$79.56	4.4%
Scenario	29	**Option W5**	Option S6	$494.76	$1,409.76	$1,904.52	$81.12	4.4%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	Current	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	8	**Option W4**	Option S2	$492.88	$1,414.08	$1,906.96	$83.56	4.6%
Scenario	26	**Option W2**	Option S6	$498.48	$1,409.76	$1,908.24	$84.84	4.7%
Scenario	9	**Option W5**	Option S2	$494.76	$1,414.08	$1,908.84	$85.44	4.7%
Scenario	30	**Current**	**Option S7**	$488.88	$1,423.56	$1,912.44	$89.04	4.9%
Scenario	32	**Option W3**	**Option S7**	$488.88	$1,423.56	$1,912.44	$89.04	4.9%
Scenario	6	**Option W2**	Option S2	$498.48	$1,414.08	$1,912.56	$89.16	4.9%
Scenario	33	**Option W4**	**Option S7**	$492.88	$1,423.56	$1,916.44	$93.04	5.1%
Scenario	34	**Option W5**	**Option S7**	$494.76	$1,423.56	$1,918.32	$94.92	5.2%
Scenario	31	**Option W2**	**Option S7**	$498.48	$1,423.56	$1,922.04	$98.64	5.4%
Scenario	10	**Current**	**Option S3**	$488.88	$1,455.60	$1,944.48	$121.08	6.6%
Scenario	12	**Option W3**	**Option S3**	$488.88	$1,455.60	$1,944.48	$121.08	6.6%
Scenario	20	**Current**	**Option S5**	$488.88	$1,455.60	$1,944.48	$121.08	6.6%
Scenario	22	**Option W3**	**Option S5**	$488.88	$1,455.60	$1,944.48	$121.08	6.6%
Scenario	13	**Option W4**	**Option S3**	$492.88	$1,455.60	$1,948.48	$125.08	6.9%
Scenario	23	**Option W4**	**Option S5**	$492.88	$1,455.60	$1,948.48	$125.08	6.9%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	Current	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	14	**Option W5**	**Option S3**	$494.76	$1,455.60	$1,950.36	$126.96	7.0%
Scenario	24	**Option W5**	**Option S5**	$494.76	$1,455.60	$1,950.36	$126.96	7.0%
Scenario	11	**Option W2**	**Option S3**	$498.48	$1,455.60	$1,954.08	$130.68	7.2%
Scenario	21	**Option W2**	**Option S5**	$498.48	$1,455.60	$1,954.08	$130.68	7.2%
Bold = Option is in the 98.5 to 101.5% range		Green Highlight = Highest Revenue						

Water and Sewer Rate Concepts
Revenue Target Range
FY2020 - FY2023 Average

Option	Concept	% of Target	Target Range*	O/S	Rate Subsidies	Steps	ASFH Annual	Change	%
Current	Keep As Is	98.7%	Within	($86,946)	Yes	1, 2, & 3	$488.88	$0.00	0.0%
Option W2	All Steps Change 2.23%	100.9%	Within	$61,272	Yes	1, 2, & 3	$498.48	$9.60	2.0%
Option W3	Increase Irrigation Rates by 3%; Regular Use NC	100.0%	Within	$1,443	Yes	1, 2, & 3	$488.88	$0.00	0.0%
Option W4	Increase only Basic Service Fee $4 per year	99.6%	Within	($26,946)	Yes	1, 2, & 3	$492.88	$4.00	0.8%
Option W5	Keep All Rates the same except eliminate subsidy at Step 3	99.1%	Within	($63,096)	Yes	1 & 2	$494.76	$5.88	1.2%
Current	Keep As Is	92.5%	Under	($774,652)	Yes	1, 2, & 3	$1,334.52	$0.00	0.0%
Option S2	All Steps Change 6.17%	98.2%	Under	($181,778)	Yes	1 & 2	$1,414.08	$79.56	6.0%
Option S3	Flat Rate $11.73 HCF	100.0%	Within	($624)	No		$1,455.60	$121.08	9.1%
Option S4	Increase only Basic Service Fee $4 per year	92.8%	Under	($742,652)	Yes	1, 2, & 3	$1,338.52	$4.00	0.3%
Option S5	Flat Rate $11.73 HCF, but not lowering current Step 4 rate of $12.75 HCF	101.3%	Within	$134,381	NO		$1,455.60	$121.08	9.1%
Option S6	Keep current Step 1 rate $9.82 HCF Flat Rate for Steps 2 & 3 $11.73; keep current Step 4 rate	96.3%	Under	($388,079)	Yes	1	$1,409.76	$75.24	5.6%
Option S7	Increase Rates by the estimated assessment increase 6.9%	98.9%	Within	($112,157)	Yes	1 & 2	$1,423.56	$89.04	6.7%

* Rate structure revenue estimate falls within 98.5 to 101.5% of target

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	Current	Current	$375.50	$1,009.31	$1,384.81	$0.00	0.0%
Scenario	2	**Option W3**	Current	$375.50	$1,009.31	$1,384.81	$0.00	0.0%
Scenario	4	**Option W5**	Current	$375.50	$1,009.31	$1,384.81	$0.00	0.0%
Scenario	3	**Option W4**	Current	$379.50	$1,009.31	$1,388.81	$4.00	0.3%
Scenario	15	**Current**	Option S4	$375.50	$1,013.31	$1,388.81	$4.00	0.3%
Scenario	17	**Option W3**	Option S4	$375.50	$1,013.31	$1,388.81	$4.00	0.3%
Scenario	19	**Option W5**	Option S4	$375.50	$1,013.31	$1,388.81	$4.00	0.3%
Scenario	1	**Option W2**	Option S4	$382.53	$1,009.31	$1,391.84	$7.03	0.5%
Scenario	18	**Option W4**	Option S4	$379.50	$1,013.31	$1,392.81	$8.00	0.6%
Scenario	16	**Option W2**	Option S4	$382.53	$1,013.31	$1,395.84	$11.03	0.8%
Scenario	5	**Current**	Option S2	$375.50	$1,068.80	$1,444.30	$59.49	4.3%
Scenario	7	**Option W3**	Option S2	$375.50	$1,068.80	$1,444.30	$59.49	4.3%
Scenario	9	**Option W5**	Option S2	$375.50	$1,068.80	$1,444.30	$59.49	4.3%
Scenario	25	**Current**	Option S6	$375.50	$1,068.89	$1,444.39	$59.58	4.3%
Scenario	27	**Option W3**	Option S6	$375.50	$1,068.89	$1,444.39	$59.58	4.3%
Scenario	29	**Option W5**	Option S6	$375.50	$1,068.89	$1,444.39	$59.58	4.3%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	8	**Option W4**	Option S2	$379.50	$1,068.80	$1,448.30	$63.49	4.6%
Scenario	28	**Option W4**	Option S6	$379.50	$1,068.89	$1,448.39	$63.58	4.6%
Scenario	6	**Option W2**	Option S2	$382.53	$1,068.80	$1,451.33	$66.52	4.8%
Scenario	30	**Current**	**Option S7**	$375.50	$1,075.83	$1,451.33	$66.52	4.8%
Scenario	32	**Option W3**	**Option S7**	$375.50	$1,075.83	$1,451.33	$66.52	4.8%
Scenario	34	**Option W5**	**Option S7**	$375.50	$1,075.83	$1,451.33	$66.52	4.8%
Scenario	26	**Option W2**	Option S6	$382.53	$1,068.89	$1,451.42	$66.61	4.8%
Scenario	33	**Option W4**	**Option S7**	$379.50	$1,075.83	$1,455.33	$70.52	5.1%
Scenario	31	**Option W2**	**Option S7**	$382.53	$1,075.83	$1,458.36	$73.55	5.3%
Scenario	10	**Current**	**Option S3**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	12	**Option W3**	**Option S3**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	14	**Option W5**	**Option S3**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	20	**Current**	**Option S5**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	22	**Option W3**	**Option S5**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	24	**Option W5**	**Option S5**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	13	**Option W4**	**Option S3**	$379.50	$1,114.73	$1,494.23	$109.42	7.9%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	23	**Option W4**	**Option S5**	$379.50	$1,114.73	$1,494.23	$109.42	7.9%
Scenario	11	**Option W2**	**Option S3**	$382.53	$1,114.73	$1,497.26	$112.45	8.1%
Scenario	21	**Option W2**	**Option S5**	$382.53	$1,114.73	$1,497.26	$112.45	8.1%
Bold = Option is in the 98.5 to 101.5% range		Green Highlight = Highest Revenue						

SEWER & WATER
User Rate Structure Recap
Three Year Trending Average Revenue Target

SEWER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$11,375,551.00
Less Estimated Fix Rate Revenue	($310,000)
Less Estimated General Fund Payment	($800,000)
Add Doubtful Account Allowance (0.75%)	$85,317
Expenditures to be Supported by Rate Revenue	**$10,350,868**
Rounding Adjustment	$132
User Rate Revenue Target	**$10,351,000**
Estimated Billable Volume (4-Yr Average)	89,027,700
FY2019 - FY2023 Excludes FY2020	
Minimum Flat Rate	**$11.63**
WATER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$7,473,050.00
Less Estimated Fix Rate Revenue	($740,000)
Less Adjustment for Higher MWRA Water Use	
Add Doubtful Account Allowance (0.75%)	$56,048
Expenditures to be Supported by Rate Revenue	**$6,789,098**
Rounding Adjustment	($98)
User Rate Revenue Target	**$6,789,000**
Estimated Billable Volume (4-Yr Average)	140,638,400
FY2019 - FY2023 Excludes FY2020	
Minimum Flat Rate	**$4.83**
FY2024 Sewer Target Range	$9,749,000
FY2025 Sewer Target Range	$10,351,000
	6.17%
FY2024 Water Target Range	$6,641,000
FY2025 Water Target Range	$6,789,000
	2.23%

Billable Use
By Step
Hundred Cubic Feet

Fiscal Year	2019	2020	2021	2022	2023	4-Yr Average (2019 - 2023) Excludes 2020
Primary Water						
Step 1	276,654.6	283,143.3	287,089.5	282,840.5	281,017.5	281,900.5
Step 2	436,996.0	442,660.4	490,290.7	443,897.7	436,612.5	451,949.2
Step 3	47,203.1	45,305.1	62,028.2	47,766.2	50,454.7	51,863.0
Step 4	256,618.2	168,555.2	170,052.6	209,539.6	192,652.3	207,215.7
Total	1,017,471.9	939,664.0	1,009,461.0	984,044.0	960,737.0	992,928.5
Secondary Water						
Step 1	55,314.0	52,258.0	66,922.0	60,912.0	65,391.6	62,134.9
Step 2	113,968.0	103,864.4	142,812.0	120,922.0	142,346.4	130,012.1
Step 3	45,022.0	39,349.2	59,374.0	43,707.0	60,857.1	52,240.0
Step 4	121,116.0	107,935.4	173,833.0	171,039.0	210,287.9	169,069.0
Total	335,420.0	303,407.0	442,941.0	396,580.0	478,883.0	413,456.0
Primary Water						
Step 1	27.2%	30.1%	28.44%	28.74%	29.25%	28.4%
Step 2	42.9%	47.1%	48.57%	45.11%	45.45%	45.5%
Step 3	4.6%	4.8%	6.14%	4.85%	5.25%	5.2%
Step 4	25.2%	17.9%	16.85%	21.29%	20.05%	20.9%
Total	100.0%	100.0%	100.00%	100.00%	100.00%	100.00%
Secondary Water						
Step 1	16.5%	17.2%	15.11%	15.36%	13.66%	15.0%
Step 2	34.0%	34.2%	32.24%	30.49%	29.72%	31.4%
Step 3	13.4%	13.0%	13.40%	11.02%	12.71%	12.6%
Step 4	36.1%	35.6%	39.25%	43.13%	43.91%	40.9%
Total	100.0%	100.0%	100.00%	100.00%	100.00%	100.0%

Billable Use
By Step
Hundred Cubic Feet

Fiscal Year	2019	2020	2021	2022	2023	4-Yr Average (2019 - 2023) Excludes 2020
Billed Sewer						
Step 1	265,301.7	272,172.7	276,105.7	272,582.7	271,401.7	271,347.9
Step 2	414,653.2	421,360.9	466,983.3	422,968.1	416,334.6	430,234.8
Step 3	39,834.0	39,103.5	53,820.7	40,698.9	42,696.2	44,262.4
Step 4	172,016.0	127,597.9	117,136.4	152,588.4	135,988.5	144,432.3
Total	891,804.9	860,235.0	914,046.0	888,838.0	866,421.0	890,277.5

Billed Sewer						
Step 1	29.7%	31.6%	30.21%	30.67%	31.32%	30.5%
Step 2	46.5%	49.0%	51.09%	47.59%	48.05%	48.3%
Step 3	4.5%	4.5%	5.89%	4.58%	4.93%	5.0%
Step 4	19.3%	14.8%	12.82%	17.17%	15.70%	16.2%
Total	100.0%	100.0%	100.00%	100.00%	100.00%	100.0%

Rate Structure Subsidy

Water Enterprise				Target Revenue			
FY2019 - FY2023 Average Excludes FY2020							
Current Rate Structure				$6,789,000.00			
Domestic Step	Step %	99,292,800	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	28.0%	27,801,984.00	$3.30	$917,465.47	$4.83	$1.53	31.7%
2	46.0%	45,674,688.00	$3.53	$1,612,316.49	$4.83	$1.30	26.9%
3	5.0%	4,964,640.00	$4.43	$219,933.55	$4.83	$0.40	8.3%
4	21.0%	20,851,488.00	$5.44	$1,134,320.95	$4.83	-$0.61	-12.6%
Irrigation Step	Step %	41,345,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,201,840.00	$5.60	$347,303.04	$4.83	-$0.77	-15.9%
2	31.0%	12,817,136.00	$6.04	$774,155.01	$4.83	-$1.21	-25.1%
3	13.0%	5,374,928.00	$6.69	$359,582.68	$4.83	-$1.86	-38.5%
4	41.0%	16,951,696.00	$8.91	$1,510,396.11	$4.83	-$4.08	-84.5%
Grand Total	100.00%	140,638,400		$6,875,473.31			
				$86,473.31			
			1.3%	101.3%			

Annual Average Household
Annual
12,000 C.F.

Fiscal Year	
Volume	Bill
2,400	$79.20
8,400	$296.52
1,200	$53.16
-	$0.00
-	$60.00
-	$488.88
12,000	

Water Enterprise				Target Revenue			
Option W2b							
All Steps Change 2.23%				$6,789,000.00			
Domestic Step	Step %	99,292,800	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	28.0%	27,801,984.00	$3.37	$936,926.86	$4.83	$1.46	30.2%
2	46.0%	45,674,688.00	$3.61	$1,648,856.24	$4.83	$1.22	25.3%
3	5.0%	4,964,640.00	$4.53	$224,898.19	$4.83	$0.30	6.2%
4	21.0%	20,851,488.00	$5.56	$1,159,342.73	$4.83	-$0.73	-15.1%
Irrigation Step	Step %	41,345,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,201,840.00	$5.72	$354,745.25	$4.83	-$0.89	-18.4%
2	31.0%	12,817,136.00	$6.17	$790,817.29	$4.83	-$1.34	-27.7%
3	13.0%	5,374,928.00	$6.84	$367,645.08	$4.83	-$2.01	-41.6%
4	41.0%	16,951,696.00	$9.11	$1,544,299.51	$4.83	-$4.28	-88.6%
Grand Total	100.00%	140,638,400		$7,027,531.14			
				$238,531.14			
			3.4%	103.5%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$80.88		
8,400	$303.24		
1,200	$54.36		
-	$0.00		
-	$60.00	Annual Change	
-	$498.48	$9.60	2.0%
12,000			

Water Enterprise				Target Revenue			
Option W3b							
Increase Irrigation Step Rates by 3.0%				$6,789,000.00			
Domestic Step	Step %	99,292,800	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	28.0%	27,801,984.00	$3.30	$917,465.47	$4.83	$1.53	31.7%
2	46.0%	45,674,688.00	$3.53	$1,612,316.49	$4.83	$1.30	26.9%
3	5.0%	4,964,640.00	$4.43	$219,933.55	$4.83	$0.40	8.3%
4	21.0%	20,851,488.00	$5.44	$1,134,320.95	$4.83	-$0.61	-12.6%
Irrigation Step	Step %	41,345,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,201,840.00	$5.77	$357,846.17	$4.83	-$0.94	-19.5%
2	31.0%	12,817,136.00	$6.22	$797,225.86	$4.83	-$1.39	-28.8%
3	13.0%	5,374,928.00	$6.89	$370,332.54	$4.83	-$2.06	-42.7%
4	41.0%	16,951,696.00	$9.18	$1,556,165.69	$4.83	-$4.35	-90.1%
Grand Total	100.00%	140,638,400		$6,965,606.72			
				$176,606.72			
			2.5%	102.6%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$79.20		
8,400	$296.52		
1,200	$53.16		
-	$0.00		
-	$60.00	Annual Change	
-	$488.88	$0.00	0.0%
12,000			

Water Enterprise				Target Revenue			
Option W4b							
Increase Annual Service Fee by $4 (Dom & Irr)				$6,729,000.00			
Domestic Step	Step %	99,292,800	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	28.0%	27,801,984.00	$3.30	$917,465.47	$4.83	$1.53	31.7%
2	46.0%	45,674,688.00	$3.53	$1,612,316.49	$4.83	$1.30	26.9%
3	5.0%	4,964,640.00	$4.43	$219,933.55	$4.83	$0.40	8.3%
4	21.0%	20,851,488.00	$5.44	$1,134,320.95	$4.83	-$0.61	-12.6%
Irrigation Step	Step %	41,345,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,201,840.00	$5.60	$347,303.04	$4.83	-$0.77	-15.9%
2	31.0%	12,817,136.00	$6.04	$774,155.01	$4.83	-$1.21	-25.1%
3	13.0%	5,374,928.00	$6.69	$359,582.68	$4.83	-$1.86	-38.5%
4	41.0%	16,951,696.00	$8.91	$1,510,396.11	$4.83	-$4.08	-84.5%
Grand Total	100.00%	140,638,400		$6,875,473.31			
				$146,473.31			
			2.1%	102.2%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$79.20		
8,400	$296.52		
1,200	$53.16		
-	$0.00		
-	$64.00	Annual Change	
-	$492.88	$4.00	0.8%
12,000			

Water Enterprise				Target Revenue			
Option W5b							
No Subsidy at Step 3				$6,789,000.00			
Domestic Step	Step %	99,292,800	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	28.0%	27,801,984.00	$3.30	$917,465.47	$4.83	$1.53	31.7%
2	46.0%	45,674,688.00	$3.53	$1,612,316.49	$4.83	$1.30	26.9%
3	5.0%	4,964,640.00	$4.83	$239,792.11	$4.83	$0.00	0.0%
4	21.0%	20,851,488.00	$5.44	$1,134,320.95	$4.83	-$0.61	-12.6%
Irrigation Step	Step %	41,345,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,201,840.00	$5.60	$347,303.04	$4.83	-$0.77	-15.9%
2	31.0%	12,817,136.00	$6.04	$774,155.01	$4.83	-$1.21	-25.1%
3	13.0%	5,374,928.00	$6.69	$359,582.68	$4.83	-$1.86	-38.5%
4	41.0%	16,951,696.00	$8.91	$1,510,396.11	$4.83	-$4.08	-84.5%
Grand Total	100.00%	140,638,400		$6,895,331.87			
				$106,331.87			
			1.5%	101.6%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$79.20		
8,400	$296.52		
1,200	$57.96		
-	$0.00		
-	$60.00	Annual Change	
-	$493.68	$4.80	1.0%
12,000			

Sewer Enterprise
FY2019 - FY2023 Average Excludes FY2020
Current Rates

Target Revenue $10,351,000.00

Step	Step %	89,027,700	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,598,587.00	$9.82	$2,710,181.24	$11.63	$1.81	15.6%
2	48.0%	42,733,296.00	$10.84	$4,632,289.29	$11.63	$0.79	6.8%
3	5.0%	4,451,385.00	$11.69	$520,366.91	$11.63	-$0.06	-0.5%
4	16.0%	14,244,432.00	$12.75	$1,816,165.08	$11.63	-$1.12	-9.6%
	100.00%	89,027,700.00		$9,679,002.52			
			Shortfall	**-$671,997.48**			
			-6.9%	93.5%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill
2,400	20.0%	$235.68
8,400	70.0%	$910.56
1,200	10.0%	$140.28
-		$0.00
-		$48.00
-		$1,334.52

Sewer Enterprise
Option S2b
All Steps Change 6.17%

Target Revenue $10,351,000.00

Step	Step %	89,027,700	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,598,587.00	$10.43	$2,878,532.62	$11.63	$1.20	10.3%
2	48.0%	42,733,296.00	$11.51	$4,918,602.37	$11.63	$0.12	1.0%
3	5.0%	4,451,385.00	$12.41	$552,416.88	$11.63	-$0.78	-6.7%
4	16.0%	14,244,432.00	$13.54	$1,928,696.09	$11.63	-$1.91	-16.4%
	100.00%	89,027,700.00		$10,278,247.97			
			Shortfall	**-$72,752.04**			
			-0.7%	99.3%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$250.32		
8,400	70.0%	$966.84		
1,200	10.0%	$148.92		
-		$0.00		
-		$48.00	Annual Change	
-		$1,414.08	$79.56	6.0%

Sewer Enterprise
Option S3b
Flat Rate

Target Revenue $10,351,000.00

Step	Step %	89,027,700	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,598,587.00	$11.63	$3,209,715.67	$11.63	$0.00	0.0%
2	48.0%	42,733,296.00	$11.63	$4,969,882.32	$11.63	$0.00	0.0%
3	5.0%	4,451,385.00	$11.63	$517,696.08	$11.63	$0.00	0.0%
4	16.0%	14,244,432.00	$11.63	$1,656,627.44	$11.63	$0.00	0.0%
	100.00%	89,027,700.00		$10,353,921.51			
				$2,921.51			
			0.0%	100.0%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$279.12		
8,400	70.0%	$976.92		
1,200	10.0%	$139.56		
-		$0.00		
-		$48.00	Annual Change	
-		$1,443.60	$109.08	8.2%

Sewer Enterprise
Option S4b
Increase Annual Service Fee by $4

Target Revenue $10,319,000.00

Step	Step %	89,027,700	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,598,587.00	$9.82	$2,710,181.24	$11.63	$1.81	15.6%
2	48.0%	42,733,296.00	$10.84	$4,632,289.29	$11.63	$0.79	6.8%
3	5.0%	4,451,385.00	$11.69	$520,366.91	$11.63	-$0.06	-0.5%
4	16.0%	14,244,432.00	$12.75	$1,816,165.08	$11.63	-$1.12	-9.6%
	100.00%	89,027,700.00		$9,679,002.52			
			Shortfall	**-$639,997.48**			
			-6.6%	93.8%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$235.68		
8,400	70.0%	$910.56		
1,200	10.0%	$140.28		
-		$0.00		
-		$52.00	Annual Change	
-		$1,338.52	$4.00	0.3%

Sewer Enterprise
Option S5b
Flat Rate but not lowering any current rate

Target Revenue $10,351,000.00

Step	Step %	89,027,700	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,598,587.00	$11.63	$3,209,715.67	$11.63	$0.00	0.0%
2	48.0%	42,733,296.00	$11.63	$4,969,882.32	$11.63	$0.00	0.0%
3	5.0%	4,451,385.00	$11.69	$520,366.91	$11.63	-$0.06	-0.5%
4	16.0%	14,244,432.00	$12.75	$1,816,165.08	$11.63	-$1.12	-9.6%
	100.00%	89,027,700.00		$10,516,129.98			
				$165,129.98			
			1.6%	101.6%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$279.12		
8,400	70.0%	$976.92		
1,200	10.0%	$140.28		
-		$0.00		
-		$48.00	Annual Change	
-		$1,444.32	$109.80	8.2%

Sewer Enterprise
Option S6b
Keep Current Step 1 then Flat Rate but not lowering

Target Revenue $10,351,000.00

Step	Step %	89,027,700	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,598,587.00	$9.82	$2,710,181.24	$11.63	$1.81	15.6%
2	48.0%	42,733,296.00	$11.63	$4,969,882.32	$11.63	$0.00	0.0%
3	5.0%	4,451,385.00	$11.69	$520,366.91	$11.63	-$0.06	-0.5%
4	16.0%	14,244,432.00	$12.75	$1,816,165.08	$11.63	-$1.12	-9.6%
	100.00%	89,027,700.00		$10,016,595.55			
			Shortfall	**-$334,404.45**			
			-3.3%	96.8%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$235.68		
8,400	70.0%	$976.92		
1,200	10.0%	$140.28		
-		$0.00		
-		$48.00	Annual Change	
-		$1,400.88	$66.36	5.0%

Sewer Enterprise
Option S7b
Increase Rates by the Estimated Assessment Increas

Target Revenue $10,351,000.00

Step	Step %	89,027,700	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,598,587.00	$10.50	$2,897,851.64	$11.63	$1.13	9.7%
2	48.0%	42,733,296.00	$11.59	$4,952,789.01	$11.63	$0.04	0.3%
3	5.0%	4,451,385.00	$12.50	$556,423.13	$11.63	-$0.87	-7.5%
4	16.0%	14,244,432.00	$13.63	$1,941,516.08	$11.63	-$2.00	-17.2%
	100.00%	89,027,700.00		$10,348,579.85			
			Shortfall	**-$2,420.15**			
			0.0%	100.0%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$252.00		
8,400	70.0%	$973.56		
1,200	10.0%	$150.00		
-		$0.00		
-		$48.00	Annual Change	
-		$1,423.56	$89.04	6.7%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2019 - FY2023 Average Excluding FY2020

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	Current	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	2	Option W3b	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	3	Option W4b	Current	$492.88	$1,334.52	$1,827.40	$4.00	0.2%
Scenario	15	**Current**	Option S4b	$488.88	$1,338.52	$1,827.40	$4.00	0.2%
Scenario	17	Option W3b	Option S4b	$488.88	$1,338.52	$1,827.40	$4.00	0.2%
Scenario	4	**Option W5b**	Option S4b	$493.68	$1,334.52	$1,828.20	$4.80	0.3%
Scenario	18	Option W4b	Option S4b	$492.88	$1,338.52	$1,831.40	$8.00	0.4%
Scenario	19	**Option W5b**	Option S4b	$493.68	$1,338.52	$1,832.20	$8.80	0.5%
Scenario	1	Option W2b	Option S4b	$498.48	$1,334.52	$1,833.00	$9.60	0.5%
Scenario	16	Option W2b	Option S4b	$498.48	$1,338.52	$1,837.00	$13.60	0.7%
Scenario	25	**Current**	Option S6b	$488.88	$1,400.88	$1,889.76	$66.36	3.6%
Scenario	27	Option W3b	Option S6b	$488.88	$1,400.88	$1,889.76	$66.36	3.6%
Scenario	28	Option W4b	Option S6b	$492.88	$1,400.88	$1,893.76	$70.36	3.9%
Scenario	29	**Option W5b**	Option S6b	$493.68	$1,400.88	$1,894.56	$71.16	3.9%
Scenario	26	Option W2b	Option S6b	$498.48	$1,400.88	$1,899.36	$75.96	4.2%
Scenario	5	**Current**	**Option S2B**	$488.88	$1,414.08	$1,902.96	$79.56	4.4%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2019 - FY2023 Average Excluding FY2020

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	Current	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	7	Option W3b	**Option S2B**	$488.88	$1,414.08	$1,902.96	$79.56	4.4%
Scenario	8	Option W4b	**Option S2B**	$492.88	$1,414.08	$1,906.96	$83.56	4.6%
Scenario	9	**Option W5b**	**Option S2B**	$493.68	$1,414.08	$1,907.76	$84.36	4.6%
Scenario	30	**Current**	**Option S7b**	$488.88	$1,423.56	$1,912.44	$89.04	4.9%
Scenario	32	Option W3b	**Option S7b**	$488.88	$1,423.56	$1,912.44	$89.04	4.9%
Scenario	6	Option W2b	**Option S2B**	$498.48	$1,414.08	$1,912.56	$89.16	4.9%
Scenario	33	Option W4b	**Option S7b**	$492.88	$1,423.56	$1,916.44	$93.04	5.1%
Scenario	34	**Option W5b**	**Option S7b**	$493.68	$1,423.56	$1,917.24	$93.84	5.1%
Scenario	31	Option W2b	**Option S7b**	$498.48	$1,423.56	$1,922.04	$98.64	5.4%
Scenario	10	**Current**	**Option S3b**	$488.88	$1,443.60	$1,932.48	$109.08	6.0%
Scenario	12	Option W3b	**Option S3b**	$488.88	$1,443.60	$1,932.48	$109.08	6.0%
Scenario	20	**Current**	Option S5b	$488.88	$1,444.32	$1,933.20	$109.80	6.0%
Scenario	22	Option W3b	Option S5b	$488.88	$1,444.32	$1,933.20	$109.80	6.0%
Scenario	13	Option W4b	**Option S3b**	$492.88	$1,443.60	$1,936.48	$113.08	6.2%
Scenario	23	Option W4b	Option S5b	$492.88	$1,444.32	$1,937.20	$113.80	6.2%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2019 - FY2023 Average Excluding FY2020

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	Current	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	14	**Option W5b**	**Option S3b**	$493.68	$1,443.60	$1,937.28	$113.88	6.2%
Scenario	24	**Option W5b**	Option S5b	$493.68	$1,444.32	$1,938.00	$114.60	6.3%
Scenario	11	Option W2b	**Option S3b**	$498.48	$1,443.60	$1,942.08	$118.68	6.5%
Scenario	21	Option W2b	Option S5b	$498.48	$1,444.32	$1,942.80	$119.40	6.5%
Bold = Option is in the 98.5 to 101.5% range		Green Highlight = Highest Revenue						

Water and Sewer Rate Concepts
Revenue Target Range
FY2019 - FY2023 Average excluding FY2020

Option	Concept	% of Target	Target Range*	O/S	Rate Subsidies	Steps	ASFH Annual	Change	%
Current	Keep As Is	101.3%	Within	$86,473	Yes	1, 2, & 3	$488.88	$0.00	0.0%
Option W2b	All Steps Change 2.23%	103.5%	Over	$238,531	Yes	1, 2, & 3	$498.48	$9.60	2.0%
Option W3b	Increase Irrigation Rates by 3%; Regular Use NC	102.6%	Over	$176,607	Yes	1, 2, & 3	$488.88	$0.00	0.0%
Option W4b	Increase only Basic Service Fee $4 per year	102.2%	Over	$146,473	Yes	1, 2, & 3	$492.88	$4.00	0.8%
Option W5b	Keep All Rates the same except eliminate subsidy at Step 3	101.6%	Over	$106,332	Yes	1 & 2	$493.68	$4.80	1.0%
Current	Keep As Is	93.5%	Under	($671,997)	Yes	1 & 2	$1,334.52	$0.00	0.0%
Option S2b	All Steps Change 6.17%	99.3%	Under	($72,752)	Yes	1 & 2	$1,414.08	$79.56	6.0%
Option S3b	Flat Rate $11.63 HCF	100.0%	Within	$2,922	No		$1,443.60	$109.08	8.2%
Option S4b	Increase only Basic Service Fee $4 per year	93.8%	Under	($639,997)	Yes	1 & 2	$1,338.52	$4.00	0.3%
Option S5b	Flat Rate $11.63 HCF, but not lowering current Step 3 rate $11.69 & Step 4 rate $12.75 HCF	101.6%	Over	$165,130	NO		$1,444.32	$109.80	8.2%
Option S6b	Keep current Step 1 rate $9.82 HCF Flat Rate for Steps 2 $11.73; keep current Step 3 $11.69 & Step 4 $12.75 rates	96.8%	Under	($334,404)	Yes	1	$1,400.88	$66.36	5.0%
Option S7b	Increase Rates by the estimated assessment increase 6.9%	100.0%	Within	($2,420)	Yes	1 & 2	$1,423.56	$89.04	6.7%

* Rate structure revenue estimate falls within 98.5 to 101.5% of target

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2019 - FY2023 Average Excluding FY2020

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	Current	Current	$375.50	$1,009.31	$1,384.81	$0.00	0.0%
Scenario	2	Option W3b	Current	$375.50	$1,009.31	$1,384.81	$0.00	0.0%
Scenario	4	**Option W5b**	Current	$375.50	$1,009.31	$1,384.81	$0.00	0.0%
Scenario	3	Option W4b	Current	$379.50	$1,009.31	$1,388.81	$4.00	0.3%
Scenario	15	**Current**	Option S4b	$375.50	$1,013.31	$1,388.81	$4.00	0.3%
Scenario	17	Option W3b	Option S4b	$375.50	$1,013.31	$1,388.81	$4.00	0.3%
Scenario	19	**Option W5b**	Option S4b	$375.50	$1,013.31	$1,388.81	$4.00	0.3%
Scenario	1	Option W2b	Option S4b	$382.53	$1,009.31	$1,391.84	$7.03	0.5%
Scenario	18	Option W4b	Option S4b	$379.50	$1,013.31	$1,392.81	$8.00	0.6%
Scenario	16	Option W2b	Option S4b	$382.53	$1,013.31	$1,395.84	$11.03	0.8%
Scenario	25	**Current**	Option S6b	$375.50	$1,062.19	$1,437.69	$52.88	3.8%
Scenario	27	Option W3b	Option S6b	$375.50	$1,062.19	$1,437.69	$52.88	3.8%
Scenario	29	**Option W5b**	Option S6b	$375.50	$1,062.19	$1,437.69	$52.88	3.8%
Scenario	28	Option W4b	Option S6b	$379.50	$1,062.19	$1,441.69	$56.88	4.1%
Scenario	5	**Current**	**Option S2B**	$375.50	$1,068.80	$1,444.30	$59.49	4.3%
Scenario	7	Option W3b	**Option S2B**	$375.50	$1,068.80	$1,444.30	$59.49	4.3%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2019 - FY2023 Average Excluding FY2020

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	9	**Option W5b**	**Option S2B**	$375.50	$1,068.80	$1,444.30	$59.49	4.3%
Scenario	26	Option W2b	Option S6b	$382.53	$1,062.19	$1,444.72	$59.91	4.3%
Scenario	8	Option W4b	**Option S2B**	$379.50	$1,068.80	$1,448.30	$63.49	4.6%
Scenario	6	Option W2b	**Option S2B**	$382.53	$1,068.80	$1,451.33	$66.52	4.8%
Scenario	30	**Current**	**Option S7b**	$375.50	$1,075.83	$1,451.33	$66.52	4.8%
Scenario	32	Option W3b	**Option S7b**	$375.50	$1,075.83	$1,451.33	$66.52	4.8%
Scenario	34	**Option W5b**	**Option S7b**	$375.50	$1,075.83	$1,451.33	$66.52	4.8%
Scenario	33	Option W4b	**Option S7b**	$379.50	$1,075.83	$1,455.33	$70.52	5.1%
Scenario	31	Option W2b	**Option S7b**	$382.53	$1,075.83	$1,458.36	$73.55	5.3%
Scenario	10	**Current**	**Option S3b**	$375.50	$1,105.63	$1,481.13	$96.32	7.0%
Scenario	12	Option W3b	**Option S3b**	$375.50	$1,105.63	$1,481.13	$96.32	7.0%
Scenario	14	**Option W5b**	**Option S3b**	$375.50	$1,105.63	$1,481.13	$96.32	7.0%
Scenario	20	**Current**	Option S5b	$375.50	$1,105.63	$1,481.13	$96.32	7.0%
Scenario	22	Option W3b	Option S5b	$375.50	$1,105.63	$1,481.13	$96.32	7.0%
Scenario	24	**Option W5b**	Option S5b	$375.50	$1,105.63	$1,481.13	$96.32	7.0%
Scenario	13	Option W4b	**Option S3b**	$379.50	$1,105.63	$1,485.13	$100.32	7.2%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2019 - FY2023 Average Excluding FY2020

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	23	Option W4b	Option S5b	$379.50	$1,105.63	$1,485.13	$100.32	7.2%
Scenario	11	Option W2b	**Option S3b**	$382.53	$1,105.63	$1,488.16	$103.35	7.5%
Scenario	21	Option W2b	Option S5b	$382.53	$1,105.63	$1,488.16	$103.35	7.5%
Bold = Option is in the 98.5 to 101.5% range		Green Highlight = Highest Revenue						

Town Of Needham
Water and Sewer
Estimate - Recap - Actual

Description	FY2022 Estimate	FY2022 Recap	FY2022 Actual	FY2023 Estimate	FY2023 Recap	FY2023 Actual
Water Use Revenue	$6,371,000	$6,293,195	$6,007,890	$6,092,000	$6,008,087	$7,428,763
Other Water Receipts	$571,000	$44,750	$77,943	$700,000	$76,600	$66,931
Total	$6,942,000	$6,337,945	$6,085,833	$6,792,000	$6,084,687	$7,495,694
Operations	$2,731,994	$2,756,902	$2,444,688	$2,853,877	$2,864,655	$2,618,794
Capital	$40,000	$1,056,634	$1,016,634	$0	$0	$0
Debt/MWRA/Reserve	$3,002,742	$2,995,433	$2,519,651	$2,789,186	$2,789,186	$2,708,661
Other Expenses	$906,538	$899,889	$899,889	$942,184	$715,567	$715,567
Total	$6,681,274	$7,708,858	$6,880,862	$6,585,247	$6,369,408	$6,043,022
Rev v Exp	**$260,726**	**($1,370,913)**	**($795,029)**	**$206,753**	**($284,721)**	**$1,452,672**
Retained Earnings		$1,370,913				
Tax Subsidy					$284,721	
Other						
Other Resources	$0	$1,370,913	$0	$0	$284,721	$0
Sewer Use Revenue	$9,010,000	$8,785,188	$8,372,271	$9,370,000	$8,373,670	$9,413,978
Other Sewer Receipts	$326,000	$29,000	$32,923	$326,000	$30,822	$44,074
General Fund	$535,000	$526,368	$526,368	$750,000	$782,928	$782,928
Total	$9,871,000	$9,340,556	$8,931,563	$10,446,000	$9,187,420	$10,240,980
Operations	$1,557,543	$1,554,809	$1,443,181	$1,850,938	$1,850,938	$1,769,581
Capital	$51,000	$383,531	$332,531	$51,000	$1,452,255	$901,255
Debt/MWRA/Reserve	$7,307,310	$7,259,690	$7,218,383	$7,467,134	$7,405,857	$7,367,207
Other Expenses	$479,422	$507,526	$507,526	$529,857	$500,948	$500,948
Total	$9,395,275	$9,705,556	$9,501,620	$9,898,929	$11,209,998	$10,538,991

Town Of Needham
Water and Sewer
Estimate - Recap - Actual

Description	FY2022 Estimate	FY2022 Recap	FY2022 Actual	FY2023 Estimate	FY2023 Recap	FY2023 Actual
Rev v Exp	**$475,725**	**($365,000)**	**($570,058)**	**$547,071**	**($2,022,578)**	**($298,011)**
Retained Earnings		$365,000			$1,470,255	
Tax Subsidy					$52,323	
Other					$500,000	
Other Resources	$0	$365,000	$0	$0	$2,022,578	$0
Billed Water Volume	122,630,900		138,062,400	130,579,416		143,962,000
Billed Sewer Volume	85,272,800		88,883,800	87,371,596		86,642,100

Town Of Needham
Water and Sewer
Estimate - Recap - Actual

Description	FY2024 Estimate	FY2024 Recap	FY2024 Actual YTD*
Water Use Revenue	$6,641,000	$6,755,373	$3,282,099
Other Water Receipts	$740,000	$53,300	$2,830
Total	$7,381,000	$6,808,673	$3,284,929
Operations	$3,163,156	$3,163,156	$2,203,428
Capital	$3,325,238	$3,366,338	$0
Debt/MWRA/Reserve	$3,211,141	$3,212,130	$2,815,764
Other Expenses	$733,456	$879,782	$879,782
Total	$10,432,991	$10,621,406	$5,898,974
Rev v Exp	**($3,051,991)**	**($3,812,733)**	**($2,614,045)**
Retained Earnings	$3,051,991	$3,771,633	
Tax Subsidy			
Other		$41,100	
Other Resources	$3,051,991	$3,812,733	$0
Sewer Use Revenue	$9,749,000	$8,954,570	$4,084,089
Other Sewer Receipts	$345,000	$29,440	$9,885
General Fund	$800,000	$810,358	$810,358
Total	$10,894,000	$9,794,368	$4,904,332
Operations	$1,967,911	$2,117,911	$1,526,718
Capital	$649,641	$704,641	$584,641
Debt/MWRA/Reserve	$7,842,220	$7,729,841	$6,957,781
Other Expenses	$513,472	$476,616	$476,616
Total	$10,973,244	$11,029,009	$9,545,756

Town Of Needham
Water and Sewer
Estimate - Recap - Actual

Description	FY2024 Estimate	FY2024 Recap	FY2024 Actual YTD*
Rev v Exp	**($79,244)**	**($1,234,641)**	**($4,641,423)**
Retained Earnings	$79,244	$1,234,641	
Tax Subsidy			
Other			
Other Resources	$79,244	$1,234,641	$0
Billed Water Volume	138,375,700		
Billed Sewer Volume	89,752,800		

Water and Sewer
Two Quarters
Fiscal Year July 1 - June 30

Description	2020	2021	2022	Avg	2023	2024
Water Billed 6 Months	77,849,795	95,813,700	81,121,300		97,635,300	78,201,879
Sewer Billed 6 Months	44,743,495	48,732,000	44,959,500		46,747,300	39,125,099
Water Billed as Percentage of the Full Year Billed	62.63%	65.97%	58.76%	62.45%	67.82%	
Sewer Billed as Percentage of the Full Year Billed	52.01%	53.31%	50.58%	51.97%	53.95%	
Water Billing Estimate 12 Months						125,223,185
Sewer Billing Estimate 12 Months						75,284,008

Annual Water and Sewer Charges in Selected Communities
Receiving Services from the MWRA
Cost to Average Customer Consuming 12,000 Cubic Feet

Community		Dec-18	Dec-19	Dec-20	Dec-21	Dec-22	Dec-23	One Year Change	Three Year Change	Five Year Change
Belmont		$2,500	$2,500	$2,500	$2,500	$2,500	$2,524	1.0%	1.0%	1.0%
Cambridge	*	$1,750	$1,766	$1,938	$2,066	$2,208	$2,327	5.4%	20.1%	33.0%
Canton	*	$1,716	$1,716	$1,804	$1,804	$1,804	$1,911	5.9%	5.9%	11.4%
Dedham	**	$1,567	$1,579	$1,592	$1,611	$1,624	$1,624	0.0%	2.0%	3.6%
Framingham		$1,810	$1,855	$1,855	$2,035	$2,361	$2,361	0.0%	27.3%	30.4%
Lexington		$1,638	$1,759	$1,827	$1,827	$1,939	$2,122	9.4%	16.2%	29.6%
Melrose		$2,351	$2,371	$2,371	$2,371	$2,492	$2,580	3.5%	8.8%	9.7%
Milton		$2,178	$2,298	$2,353	$2,376	$2,414	$2,608	8.0%	10.8%	19.8%
Natick	**	$1,596	$1,596	$1,792	$1,891	$1,891	$2,155	14.0%	20.2%	35.1%
Newton		$2,319	$2,360	$2,454	$2,454	$2,550	$2,638	3.5%	7.5%	13.8%
Norwood		$1,542	$1,625	$1,693	$1,806	$1,806	$1,947	7.8%	15.0%	26.2%
Stoughton	*	$1,778	$1,825	$1,825	$1,825	$1,825	$2,233	22.3%	22.3%	25.6%
Wakefield	*	$2,003	$2,150	$2,150	$2,204	$2,601	$2,672	2.7%	24.3%	33.4%
Waltham		$1,123	$1,123	$1,123	$1,123	$1,123	$1,141	1.6%	1.6%	1.6%
Watertown		$1,570	$1,633	$1,775	$1,831	$1,831	$2,116	15.6%	19.2%	34.8%
Wellesley	*	$1,575	$1,575	$1,618	$1,618	$1,918	$1,918	0.0%	18.5%	21.8%
Westwood	*	$1,461	$1,474	$1,506	$1,524	$1,557	$1,594	2.4%	5.9%	9.1%
Weymouth	**	$1,693	$1,740	$1,778	$1,780	$1,780	$1,934	8.7%	8.8%	14.3%
Group Average		$1,787	$1,830	$1,886	$1,925	$2,012	$2,134	6.0%	13.1%	19.4%
MWRA Communities Av		$1,603	$1,662	$1,706	$1,764	$1,819	$1,920	5.5%	12.5%	19.7%
Needham	*	$1,653	$1,698	$1,698	$1,698	$1,777	$1,823	2.6%	7.4%	10.3%

* = Partial water service from MWRA
** = Sewer service only
Source: MWRA Annual Water and Sewer Retail Rate Surveys

Discussion Only
Water and Sewer Rates Structure Committee
Discussion Only
May 22, 2024 Meeting

WATER AND SEWER RATE STRUCTURE COMMITTEE

TOWN OF NEEDHAM

MEETING MINUTES

Date: May 22, 2024	Time: 6:00 PM	Location: Town Hall & Zoom Hybrid

WSRSC Member Attendance:

Present:	John Tallarico, Chair, Harold Burger, Peter Kuck, Matt Zollner	
Absent:	John Terry	
Other Attendees:	David Davison	Deputy Town Manager/Director of Finance
	Cecilia Simchak	Assistant Director of Finance
	Carys Lustig	DPW Director (remote)
	Mike Retzky	Superintendent of Water/Sewer & Drains
	Eliza Echevarria	Director of Finance & Admin for Public Services
Notes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site as a hybrid meeting:
Remote access on Zoom Cloud Meetings
Meeting ID # 886 8387 7222
https://us02web.zoom.us/j/88683877222

Mr. Tallarico called the meeting to order at 6:00 PM.

Acceptance of Minutes

Mr. Tallarico made a motion that the Committee accept the minutes from the May 1, 2024 meeting as presented with a minor amendment on page 3. Mr. Zollner seconded the motion. The motion was then voted upon and approved unanimously. 4 yeas - 0 nays – 0 abstain.

Discussion

Mr. Retzky reported on the Water, Sewer, and Drain Division operations. Unidirectional flushing of the watermains and hydrants was completed last week. This is done on a yearly basis.

The South Street water main improvements project was bid and awarded to K&K Construction. A new 16-inch water main will be installed on South Street between Charles River St. and Chestnut Street. It will be overseen by the Engineering Department.

The Lake Drive sewer pump station project was completed in calendar year 2023. The Rte. 128/I95 Sewer Interceptor Rehabilitation and Replacement project was bid and awarded to Green Mountain Pipeline Services. Phase 1 is underway. This phase consists of installing cured-in-place structural pipe lining within the existing sewer pipe.

The Rosemary Street 16-inch water main improvement/replacement was completed last season in calendar year 2023.

AD Paolini Construction will be continuing the water service renewal/replacement program this construction season. They will be replacing approximately 100 services, removing know lead lined/lead gooseneck water services to homes. The EPA is requiring the LCRI regulations for Public Water Systems meet the lead removal requirements within 10 years from October 2024.

The WSD division currently has four open positions we are actively trying to fill, one heavy equipment operator, two crafts workers and one laborer. Our in-house staff is currently working on Elizabeth Circle replacing an old 2-inch steel water main and upgrading it to a 6-inch ductile iron water main with a new fire hydrant and installing new 1-inch copper water services to the curb-stops at the property line of the homes on this street.

We experienced unexpected water main leaks on Webster Street last week and today there was another water main leak that surfaced that needed repair.

The MWRA Water Tunnel program work continues. They are currently scheduling and performing deep rock borings 300 to 400 feet to find out what the rock conditions are for the design and alignment of the new MWRA redundant water tunnel in Needham.

On May 9th the Division received several awards and citations for water quality and compliance. A citation of recognition and congratulations signed by State Rep. Denise Garlick and State Senator Rebecca Rausch was received for outstanding work ensuring Neeham's water system was in compliance with drinking water regulations in 2023 and the preceding five years. Needham received one of the top scores in the Medium and Large System Category of the 2024 Public Water Systems Awards Program.

Mr. Davison reviewed the various utility charges and fees. He noted the basic water service fee was last changed in July 2005. The second meter fee was last changed in July 2014. The basic sewer service fee was last changed in October 2022.

From time-to-time comments have been received about how high the water bills are. Needham's rates are in the mid-range compared to the surrounding towns. Mr. Davison noted that the most expensive water rate is the step 4 irrigation rate which is approximately $0.09 per gallon. Research reveals that Polland Springs water delivered is $4.00 a gallon, Mountain Valley delivered is $10.09 a gallon and Vermont Pure delivered is $2.40 a gallon. Bottled water from a supermarket is $1.23 a gallon and store brand bottled water is $0.59 a gallon. This puts the cost of Needham's water into perspective.

The billed water consumption history was reviewed over the last eight fiscal years. It is trending downward. Secondary water use has a greater volatility due to weather conditions. There is a higher use of MWRA water in dry summers and when the wells are out of service.

The billed sewer billed consumption history was reviewed over the last eight fiscal years. It is also trending downward. Factors contributing to the downward trend in both water and sewer consumption include weather variability, new construction and renovations using water efficient devices. Some residences are not connected to sewer and is reflected in the differences in volume used between water and sewer.

Most of the water usage occurs in the first two quarters of the year. For the first six months of FY2024 water and sewer usage is down significantly and is trending at 87% compared to FY2023 usage.

The user rate revenue target for sewer is $10,351,000 and the user rate revenue target for water is $6,789,000. The minimum flat rate for sewer would be $11.73 per hundred cubic feet and the minimum flat rate for water would be $4.92 per hundred cubic feet.

It is desirable to have the estimated revenue fall between 98.5% to 101.5% of the target revenue. Mr. Davison presented five water options and seven sewer options.

Five water options were reviewed. Option W1 is the current rate structure which produces a shortfall of $86,946.16 and is at the target percentage of 98.7%.

Option W2 proposes a uniform percentage change in all steps by 2.23%, which would produce a shortfall of $61,272.12 and target percentage of 100.9%.

Option W3 proposes an increase the irrigation step rates by 3.0%, which would produce a shortfall of $1,442.59 and target percentage of 100.0%.

Option W4 proposes an increase of the annual service fee by $4 with no change in the step rates, which would produce a shortfall of $26,946.16 and target percentage of 99.6%.

Option W5 proposes eliminating the subsidy on the Step 3 domestic water use, which would produce a shortfall of $63,096.00 and target percentage of 99.1%.

Seven sewer options were reviewed. Option S1 is the current rate structure which has a shortfall of $774,652.07 and is at the target percentage of 92.5%.

Option S2 proposes a uniform increase in all steps by 6.17%, which would produce a shortfall of $181,777.59 and target percentage of 98.2%.

Option S3 proposes a flat rate for all steps of $11.73, which would produce a shortfall of $623.95 and target percentage of 100.0%.

Option S4 proposes an increase in the annual service fee by $4, which would produce a shortfall of $742,652.07 and target percentage of 92.8%.

Option S5 proposes a flat rate in Steps 1 through 3 of $11.73 but keeps the Step 4 rate at $12.75, which would produce a surplus of $134,380.96 and target percentage of 101.3%.

Option S6 proposes changing Step 2 and 3 to $11.73 and keeping Step 1 and Step 4 at the current rates, which would produce a shortfall of $388,079.20 and target percentage of 96.3%.

Option S7 proposes increasing rates by the estimated MWRA assessment increase, which would produce a shortfall of $112,157.41 and target percentage of 98.9%.

The Committee discussed the advantages and disadvantages of the thirty-four scenario combinations. It was noted that relying on higher irrigation rates to cover costs is risky as a wet summer may see a marked decrease in irrigation water usage and the revenue target unmet.

Mr. Davison stated that retained earnings of $5M have been used to cover the shortfall over several years. Step 1 sewer rate will not be able to remain so low as it is a significant portion of the billable usage. The analysis of budgeted amounts versus actual amounts over the last three years was reviewed. The Department of Revenue will not allow estimates more than what was collected in the prior year. Property taxes contributed to FY2023 shortfall to cover expenses.

Mr. Davison will prepare updated options for the next meeting on May 29th.

Mr. Tallarico is unable to attend the meeting on May 29th and Mr. Burger agreed to be the Chair on that night.

Documents Agenda, May 1, 2024 Minutes, Town of Needham Step Structure, Water & Sewer Rates, Water Enterprise Operational Expense Forecast Three Year Outlook, Sewer Enterprise Operational Expense Forecast Three Year Outlook, Sewer & Water User Rate Structure Recap – Three Year Trending Average Revenue Target, Water Billable Use By Step, Sewer Billable Use By Step, Water Enterprise Current Rate Structure, Sewer Enterprise Current Rate Structure, Other Water and Sewer Rates, Stormwater Rates, Annual Water & Sewer Charges in Selected Communities, Water/Sewer & Drains Superintendent's update

Adjournment

Mr. Zollner made a motion that the Committee adjourned at 7:27 PM. Mr. Burger seconded the motion. The motion was then voted upon and approved unanimously. 4 yeas - 0 nays – 0 abstain.

The next meetings are scheduled for May 29 and June 5, 2024 at 6:00 PM at the Town Hall.

These notes are intended to convey the content of the discussions at the Committee meeting. If no comments are received by the next meeting, they will go to file as part of the permanent Committee record.

Preliminary for Discussion Only

TOWN OF NEEDHAM

Water and Sewer Rate Structure Committee

29-May-24

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Town of Needham
Utility Charges and Fees

Description	Current	Last Changed
Water Rates		
Water Quarterly Basic Service Fee	$15.00	01-Jul-05
Water Monthly Basic Service Fee	$5.00	01-Jul-05
Water Step 1 (HFC)	$3.30	01-Jul-23
Water Step 2 (HCF)	$3.53	01-Jul-23
Water Step 3 (HCF)	$4.43	01-Jul-23
Water Step 4 (HCF)	$5.44	01-Jul-23
Water Quarterly Second Meter Fee	$4.00	01-Jul-14
Water Monthly Second Meter Fee	$1.34	01-Jul-14
Water Irrigation Step 1 (HCF)	$5.60	01-Jul-23
Water Irrigation Step 2 (HCF)	$6.04	01-Jul-23
Water Irrigation Step 3 (HCF)	$6.69	01-Jul-23
Water Irrigation Step 4 (HCF)	$8.91	01-Jul-23
Sewer Rates		
Sewer Quarterly Basic Service Fee	$12.00	01-Oct-22
Sewer Monthly Basic Service Fee	$4.00	01-Oct-22
Septage Disposal 1,000 Gallons	$85.00	01-Jul-05
Sewer Step 1 (HCF)	$9.82	01-Jul-23
Sewer Step 2 (HCF)	$10.84	01-Jul-23
Sewer Step 3 (HCF)	$11.69	01-Jul-23
Sewer Step 4 (HCF)	$12.75	01-Jul-23

Town of Needham
Utility Charges and Fees

Description	Current	Last Changed
Stormwater		
Stormwater Tier 1	$0.00	01-Jan-24
Stormwater Tier 2	$38.20	01-Jan-24
Stormwater Tier 3	$80.00	01-Jan-24
Stormwater Tier 4	$200.00	01-Jan-24
Stormwater Tier 5	$400.00	01-Jan-24
Stormwater Tier 6	$600.00	01-Jan-24
Stormwater Tier 7	$800.00	01-Jan-24
Stormwater Tier 8	$1,000.00	01-Jan-24
Stormwater Tier 9	$1,200.00	01-Jan-24
Stormwater Tier 10	$1,500.00	01-Jan-24
Other Charges		
Back Flow Test	$50.00	Not Available
Cross-Connection Test	$50.00	Not Available
Final Read	$25.00	Not Available
Hydrant Flow Flush/Test	$300.00	Not Available
Shut-off Water & Turn on Water	$50.00	Not Available
Shut-off Water and Remove Meter	$25.00	Not Available
Temporary Water Meter install on Fire Hydrant	$25.00	Not Available
Valve Job $75 to $150 (includes material & labor)	Varies	Not Available

Town of Needham
Water and Sewer Rates

Description	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
Basic Service Fee - Monthly	$5.00	$5.00	$5.00	$5.00	$5.00	$5.00
Basic Service Fee - Quarterly	$15.00	$15.00	$15.00	$15.00	$15.00	$15.00
Water - Primary Meter						
Step 1	$3.10	$3.18	$3.18	$3.18	$3.24	$3.30
Step 2	$3.30	$3.39	$3.39	$3.39	$3.46	$3.53
Step 3	$4.15	$4.26	$4.26	$4.26	$4.35	$4.43
Step 4	$5.10	$5.24	$5.24	$5.24	$5.34	$5.44
Second Meter Fee - Monthly	$1.34	$1.34	$1.34	$1.34	$1.34	$1.34
Second Meter Fee - Quarterly	$4.00	$4.00	$4.00	$4.00	$4.00	$4.00
Water - Secondary Meter						
Step 1	$5.10	$5.24	$5.24	$5.24	$5.50	$5.60
Step 2	$5.50	$5.65	$5.65	$5.65	$5.93	$6.04
Step 3	$6.10	$6.26	$6.26	$6.26	$6.57	$6.69
Step 4	$8.10	$8.32	$8.32	$8.32	$8.74	$8.91
Basic Sewer Fee - Monthly	$3.00	$3.00	$3.00	$3.00	$4.00	$4.00
Basic Sewer Fee - Quarterly	$9.00	$9.00	$9.00	$9.00	$12.00	$12.00
Sewer						
Step 1	$8.82	$9.08	$9.08	$9.08	$9.53	$9.82
Step 2	$9.74	$10.02	$10.02	$10.02	$10.52	$10.84
Step 3	$10.51	$10.81	$10.81	$10.81	$11.35	$11.69
Step 4	$11.46	$11.79	$11.79	$11.79	$12.38	$12.75
Septage Disposal						
Per 1,000 Gallons	$85.00	$85.00	$85.00	$85.00	$85.00	$85.00

Prices are per 100 CF (cubic feet) except septage which is per 1,000 gallons.

Average*	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
Average Household Water Bill	$461	$472	$472	$472	$481	$489
Average Household Sewer Bill	$1,192	$1,225	$1,225	$1,225	$1,297	$1,335
Total for Sewer & Water Usage	$1,653	$1,698	$1,698	$1,698	$1,777	$1,823

* Average Household use is based on 12,000 cubic feet of water per year

Water and Sewer
Billed Consumption History
Fiscal Year July 1 - June 30

	2016	2017	2018	2019	2020	2021	2022	2023	3-Year Average	5-Year Average	7-Year Average
Hundred Cubic Feet											
WATER											
Residential and Commercial	977,082	982,157	941,734	951,683	938,977	1,008,833	983,311	960,058			
Coca Cola Water	139,297	109,150	122,803	65,789	687	628	733	679			
Primary Water	1,116,379	1,091,307	1,064,537	1,017,472	939,664	1,009,461	984,044	960,737	984,747	982,276	1,009,603
Percent Change from prior year	**-0.2%**	**-2.2%**	**-2.5%**	**-4.4%**	**-7.6%**	**7.4%**	**-2.5%**	**-2.4%**			
Secondary Water	374,864	341,902	284,575	335,420	303,407	442,941	396,580	478,883			
Secondary Water	374,864	341,902	284,575	335,420	303,407	442,941	396,580	478,883	439,468	391,446	369,101
Percent Change from prior year	**24.6%**	**-8.8%**	**-16.8%**	**17.9%**	**-9.5%**	**46.0%**	**-10.5%**	**20.8%**			
TOTAL BILLED WATER	1,491,243	1,433,209	1,349,112	1,352,892	1,243,071	1,452,402	1,380,624	1,439,620	1,424,215	1,373,722	1,378,704
Percentage Change in Total Water Billed From Prior Year	5.1%	-3.9%	-5.9%	0.3%	-8.1%	16.8%	-4.9%	4.3%			

Water and Sewer
Billed Consumption History
Fiscal Year July 1 - June 30

	2016	2017	2018	2019	2020	2021	2022	2023	3-Year Average	5-Year Average	7-Year Average
Hundred Cubic Feet											
SEWER											
Primary Sewer	867,969	874,625	852,728	868,156	859,609	913,462	888,145	865,813	889,140	879,037	874,648
Coca Cola Sewer	61,141	40,691	42,696	23,649	626	584	693	608	628	5,232	15,650
TOTAL BILLED SEWER	929,110	915,316	895,424	891,805	860,235	914,046	888,838	866,421	889,768	884,269	890,298
Percentage Change in Total Sewer Billed From Prior Year	-0.7%	-1.5%	-2.2%	-0.4%	-3.5%	6.3%	-2.8%	-2.5%			
Total Billed Sewer as a % of Total Billed Water	62.3%	63.9%	66.4%	65.9%	69.2%	62.9%	64.4%	60.2%	62.5%	64.4%	64.6%
Primary Sewer as a % of Primary Water Use	83.2%	83.9%	84.1%	87.6%	91.5%	90.5%	90.3%	90.2%	90.4%	90.0%	88.2%
Secondary Water as a % of Total Billed Water	25.1%	23.9%	21.1%	24.8%	24.4%	30.5%	28.7%	33.3%	30.9%	28.5%	26.8%

Percent of Accounts Billed by Step

Residential	Secondary Water (Irrigation)				Domestic Water				Sewer			
Billed Jan - Mar 2023 (FY2023)	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**
Accounts	4,955				8,891				8,507			
Accounts With Step 1 Consumption	1,502	4,385,853	390	30.3%	8,847	38,273,709	578	99.5%	8,460	36,676,781	580	99.4%
Accounts With Step 2 Consumption	646	4,741,968	981	13.0%	7,880	59,822,549	1,015	88.6%	7,541	57,001,639	1,011	88.6%
Accounts With Step 3 Consumption	162	1,114,804	920	3.3%	818	4,396,632	719	9.2%	741	3,834,472	692	8.7%
Accounts With Step 4 Consumption	99	3,464,474	4,678	2.0%	206	4,228,758	2,744	2.3%	176	3,323,491	2,525	2.1%
Total Gallons-->		**13,707,100**				**106,721,648**				**100,836,384**		

Residential	Secondary Water (Irrigation)				Domestic Water				Sewer			
Billed Oct - Dec 2022 (FY2023)	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**
Accounts	5,100				9,103				8,709			
Accounts With Step 1 Consumption	4,414	18,646,892	565	86.5%	8,926	39,252,990	588	98.1%	8,555	37,599,058	588	98.2%
Accounts With Step 2 Consumption	3,853	49,268,277	1,709	75.5%	8,139	72,844,062	1,197	89.4%	7,801	68,508,348	1,174	89.6%
Accounts With Step 3 Consumption	2,428	22,845,169	1,258	47.6%	1,601	11,046,277	922	17.6%	1,384	8,829,347	853	15.9%
Accounts With Step 4 Consumption	1,674	71,442,714	5,706	32.8%	607	20,105,402	4,428	6.7%	433	8,777,960	2,710	5.0%
Total Gallons-->		**162,203,052**				**143,248,732**				**123,714,712**		

Percent of Accounts Billed by Step

Residential	Secondary Water (Irrigation)				Domestic Water				Sewer			
Billed Oct - Dec 2021 (FY2022)	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**
Accounts	5,098				9,274				8,830			
Accounts With Step 1 Consumption	4,119	16,536,784	537	80.8%	9,086	39,877,466	587	98.0%	8,662	38,055,338	587	98.1%
Accounts With Step 2 Consumption	3,238	37,756,796	1,559	63.5%	8,141	67,996,506	1,117	87.8%	7,769	63,768,062	1,097	88.0%
Accounts With Step 3 Consumption	1,632	14,425,928	1,182	32.0%	1,149	7,707,616	897	12.4%	956	5,771,044	807	10.8%
Accounts With Step 4 Consumption	987	32,123,608	4,351	19.4%	390	13,330,976	4,570	4.2%	245	4,916,724	2,683	2.8%
Total Gallons-->		**100,843,116**				**128,912,564**				**112,511,168**		

Residential	Secondary Water (Irrigation)				Domestic Water				Sewer			
Billed Oct - Dec 2020 (FY2021)	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**
Accounts	5,012				9,284				8,859			
Accounts With Step 1 Consumption	4,385	18,693,268	570	87.5%	9,084	40,048,010	589	97.8%	8,673	38,236,354	589	97.9%
Accounts With Step 2 Consumption	3,886	51,939,624	1,787	77.5%	8,217	80,194,890	1,305	88.5%	7,926	75,320,922	1,270	89.5%
Accounts With Step 3 Consumption	2,642	25,001,152	1,265	52.7%	1,894	13,199,432	932	20.4%	1,648	10,767,684	874	18.6%
Accounts With Step 4 Consumption	1,822	71,941,892	5,279	36.4%	704	21,174,504	4,021	7.6%	510	7,779,320	2,039	5.8%
Total Gallons-->		**167,575,936**				**154,616,836**				**132,104,280**		

Water and Sewer Billed Consumption Quarterly	FY2023 YEAR TO DATE Consumption	FY2023 4th Quarter Billings Consumption	FY2023 3rd Quarter Billings Consumption	FY2023 2nd Quarter Billings Consumption	FY2023 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	770,585.00	172,671.00	162,798.00	217,498.00	217,618.00
Commercial	189,473.00	43,185.00	45,912.00	50,589.00	49,787.00
Coke	679.00	168.00	160.00	220.00	131.00
Regular Water	**960,737.00**	**216,024.00**	**208,870.00**	**268,307.00**	**267,536.00**
Change from Prior Year	**-2.4%**	**-13.9%**	**-8.5%**	**11.2%**	**1.5%**
Residential	443,355.00	13,524.00	18,736.00	221,530.00	189,565.00
Commercial	35,528.00	6,041.00	72.00	7,610.00	21,805.00
	-				
	-				
Irrigation Water	478,883.00	19,565.00	18,808.00	229,140.00	211,370.00
Change from Prior Year	**20.8%**	**-56.2%**	**-58.7%**	**55.2%**	**33.1%**
Residential Total	1,213,940.00	186,195.00	181,534.00	439,028.00	407,183.00
Commercial Total	225,001.00	49,226.00	45,984.00	58,199.00	71,592.00
Coke Total	679.00	168.00	160.00	220.00	131.00
	-	-	-	-	-
Water	**1,439,620.00**	**235,589.00**	**227,678.00**	**497,447.00**	**478,906.00**
Billed Water Change from Prior Year	**4.3%**	**-20.3%**	**-16.9%**	**27.9%**	**13.4%**
Residential %	84.3%	79.0%	79.7%	88.3%	85.0%
Commercial %	15.6%	20.9%	20.2%	11.7%	14.9%
Coke %	0.0%	0.1%	0.1%	0.0%	0.0%
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Residential Irrigation %	36.5%	7.3%	10.3%	50.5%	46.6%
Commercial/Coke Irrigation %	15.7%	12.2%	0.2%	13.0%	30.4%
Water Irrigation %	**33.3%**	**8.3%**	**8.3%**	**46.1%**	**44.1%**

Water and Sewer Billed Consumption Quarterly	FY2023 YEAR TO DATE Consumption	FY2023 4th Quarter Billings Consumption	FY2023 3rd Quarter Billings Consumption	FY2023 2nd Quarter Billings Consumption	FY2023 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	702,148.00	165,483.00	154,855.00	191,311.00	190,499.00
Commercial	163,665.00	36,704.00	41,571.00	43,894.00	41,496.00
Coke	608.00	163.00	172.00	147.00	126.00
Sewer	**866,421.00**	**202,350.00**	**196,598.00**	**235,352.00**	**232,121.00**
	-	-	-	-	-
Billed Sewer Change from Prior Year	**-2.5%**	**-9.5%**	**-8.8%**	**9.2%**	**-0.8%**
Billed Sewer % of Billed Regular Water	90.2%	93.7%	94.1%	87.7%	86.8%
Residential Sewer % of Regular Residential Water	91.1%	95.8%	95.1%	88.0%	87.5%
Commercial Sewer % of Regular Commercial Water	86.4%	85.0%	90.5%	86.8%	83.3%
Residential Sewer % of Total Residential Water	57.8%	88.9%	85.3%	43.6%	46.8%

Water and Sewer Billed Consumption Quarterly	FY2022 YEAR TO DATE Consumption	FY2022 4th Quarter Billings Consumption	FY2022 3rd Quarter Billings Consumption	FY2022 2nd Quarter Billings Consumption	FY2022 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	784,107.00	197,885.00	187,333.00	191,101.00	207,788.00
Commercial	199,204.00	52,835.00	40,807.00	49,966.00	55,596.00
Coke	733.00	192.00	214.00	204.00	123.00
Regular Water	**984,044.00**	**250,912.00**	**228,354.00**	**241,271.00**	**263,507.00**
Change from Prior Year	**-2.5%**	**12.0%**	**-1.1%**	**-12.2%**	**-5.8%**
Residential	361,072.00	37,636.00	45,406.00	136,789.00	141,241.00
Commercial	35,508.00	6,988.00	115.00	10,857.00	17,548.00
	-				
	-				
Irrigation Water	396,580.00	44,624.00	45,521.00	147,646.00	158,789.00
Change from Prior Year	**-10.5%**	**256.3%**	**69.1%**	**-39.1%**	**-1.5%**
Residential Total	1,145,179.00	235,521.00	232,739.00	327,890.00	349,029.00
Commercial Total	234,712.00	59,823.00	40,922.00	60,823.00	73,144.00
Coke Total	733.00	192.00	214.00	204.00	123.00
	-	-	-	-	-
Water	**1,380,624.00**	**295,536.00**	**273,875.00**	**388,917.00**	**422,296.00**
Billed Water Change from Prior Year	**-4.9%**	**24.9%**	**6.3%**	**-24.8%**	**-4.2%**
Residential %	82.9%	79.7%	85.0%	84.3%	82.7%
Commercial %	17.0%	20.2%	14.9%	15.6%	17.3%
Coke %	0.1%	0.1%	0.1%	0.1%	0.0%
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Residential Irrigation %	31.5%	16.0%	19.5%	41.7%	40.5%
Commercial/Coke Irrigation %	15.1%	11.6%	0.3%	17.8%	24.0%
Water Irrigation %	**28.7%**	**15.1%**	**16.6%**	**38.0%**	**37.6%**

Water and Sewer Billed Consumption Quarterly	FY2022 YEAR TO DATE Consumption	FY2022 4th Quarter Billings Consumption	FY2022 3rd Quarter Billings Consumption	FY2022 2nd Quarter Billings Consumption	FY2022 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	718,037.00	178,314.00	179,071.00	172,868.00	187,784.00
Commercial	170,108.00	45,156.00	36,310.00	42,473.00	46,169.00
Coke	693.00	192.00	200.00	189.00	112.00
Sewer	**888,838.00**	**223,662.00**	**215,581.00**	**215,530.00**	**234,065.00**
	-	-	-	-	-
Billed Sewer Change from Prior Year	**-2.8%**	**6.2%**	**-0.3%**	**-9.2%**	**-6.4%**
Billed Sewer % of Billed Regular Water	90.3%	89.1%	94.4%	89.3%	88.8%
Residential Sewer % of Regular Residential Water	91.6%	90.1%	95.6%	90.5%	90.4%
Commercial Sewer % of Regular Commercial Water	85.4%	85.5%	89.0%	85.0%	83.0%
Residential Sewer % of Total Residential Water	62.7%	75.7%	76.9%	52.7%	53.8%

Water and Sewer Billed Consumption Quarterly	FY2021 YEAR TO DATE Consumption	FY2021 4th Quarter Billings Consumption	FY2021 3rd Quarter Billings Consumption	FY2021 2nd Quarter Billings Consumption	FY2021 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	823,798.00	179,453.00	192,644.00	230,355.00	221,346.00
Commercial	185,035.00	44,454.00	37,993.00	44,299.00	58,289.00
Coke	628.00	125.00	150.00	220.00	133.00
Regular Water	**1,009,461.00**	**224,032.00**	**230,787.00**	**274,874.00**	**279,768.00**
Change from Prior Year	**7.4%**	**4.1%**	**3.0%**	**6.3%**	**15.8%**
Residential	402,110.00	8,807.00	26,711.00	228,272.00	138,320.00
Commercial	40,831.00	3,717.00	211.00	13,992.00	22,911.00
	-				
	-				
Irrigation Water	442,941.00	12,524.00	26,922.00	242,264.00	161,231.00
Change from Prior Year	**46.0%**	**170.1%**	**31.1%**	**36.3%**	**60.4%**
Residential Total	1,225,908.00	188,260.00	219,355.00	458,627.00	359,666.00
Commercial Total	225,866.00	48,171.00	38,204.00	58,291.00	81,200.00
Coke Total	628.00	125.00	150.00	220.00	133.00
	-	-	-	-	-
Water	**1,452,402.00**	**236,556.00**	**257,709.00**	**517,138.00**	**440,999.00**
Billed Water Change from Prior Year	**16.8%**	**7.6%**	**5.3%**	**18.5%**	**28.9%**
Residential %	84.4%	79.6%	85.1%	88.7%	81.6%
Commercial %	15.6%	20.4%	14.8%	11.3%	18.4%
Coke %	0.0%	0.1%	0.1%	0.0%	0.0%
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Residential Irrigation %	32.8%	4.7%	12.2%	49.8%	38.5%
Commercial/Coke Irrigation %	18.0%	7.7%	0.6%	23.9%	28.2%
Water Irrigation %	**30.5%**	**5.3%**	**10.4%**	**46.8%**	**36.6%**

Water and Sewer Billed Consumption Quarterly	FY2021 YEAR TO DATE Consumption	FY2021 4th Quarter Billings Consumption	FY2021 3rd Quarter Billings Consumption	FY2021 2nd Quarter Billings Consumption	FY2021 1st Quarter Billings Consumption
Billed Consumption (HCF)					
Residential	757,880.00	171,948.00	183,293.00	200,051.00	202,588.00
Commercial	155,582.00	38,461.00	32,773.00	36,979.00	47,369.00
Coke	584.00	113.00	138.00	212.00	121.00
		-	-	-	-
Sewer	**914,046.00**	**210,522.00**	**216,204.00**	**237,242.00**	**250,078.00**
	-	-	-	-	-
Billed Sewer Change from Prior Year	**6.3%**	**4.4%**	**2.4%**	**3.8%**	**14.3%**
Billed Sewer % of Billed Regular Water	90.5%	94.0%	93.7%	86.3%	89.4%
Residential Sewer % of Regular Residential Water	92.0%	95.8%	95.1%	86.8%	91.5%
Commercial Sewer % of Regular Commercial Water	84.1%	86.5%	86.3%	83.5%	81.3%
Residential Sewer % of Total Residential Water	61.8%	91.3%	83.6%	43.6%	56.3%

Water and Sewer Billed Consumption Quarterly	FY2020 YEAR TO DATE Consumption	FY2020 4th Quarter Billings Consumption	FY2020 3rd Quarter Billings Consumption	FY2020 2nd Quarter Billings Consumption	FY2020 1st Quarter Billings Consumption	FY2019 YEAR TO DATE Consumption
Billed Consumption (HCF)						
Residential	731,360.95	176,021.00	175,443.00	201,925.98	177,970.97	718,764.85
Commercial	207,616.00	39,091.00	48,517.00	56,563.00	63,445.00	232,918.00
Coke	687.00	157.00	172.00	187.00	171.00	65,789.00
Regular Water	**939,663.95**	**215,269.00**	**224,132.00**	**258,675.98**	**241,586.97**	**1,017,471.85**
Change from Prior Year	**-7.6%**	**-1.6%**	**-4.6%**	**-4.2%**	**-17.8%**	**-4.4%**
Residential	272,179.00	2,898.00	19,860.00	166,908.00	82,513.00	304,482.00
Commercial	31,228.00	1,739.00	675.00	10,818.00	17,996.00	30,938.00
	-					-
	-					-
Irrigation Water	303,407.00	4,637.00	20,535.00	177,726.00	100,509.00	335,420.00
Change from Prior Year	**-9.5%**	**17.8%**	**-6.8%**	**4.7%**	**-28.0%**	**17.9%**
Residential Total	1,003,539.95	178,919.00	195,303.00	368,833.98	260,483.97	1,023,246.85
Commercial Total	238,844.00	40,830.00	49,192.00	67,381.00	81,441.00	263,856.00
Coke Total	687.00	157.00	172.00	187.00	171.00	65,789.00
	-	-	-	-	-	-
Water	**1,243,070.95**	**219,906.00**	**244,667.00**	**436,401.98**	**342,095.97**	**1,352,891.85**
Billed Water Change from Prior Year	**-8.1%**	**-1.3%**	**-4.8%**	**-0.8%**	**-21.1%**	**0.3%**
Residential %	80.7%	81.4%	79.8%	84.5%	76.1%	75.6%
Commercial %	19.2%	18.6%	20.1%	15.4%	23.8%	19.5%
Coke %	0.1%	0.1%	0.1%	0.0%	0.0%	4.9%
	100.0%	**100.0%**	**100.0%**	**100.0%**	**100.0%**	**100.0%**
Residential Irrigation %	27.1%	1.6%	10.2%	45.3%	31.7%	29.8%
Commercial/Coke Irrigation %	13.0%	4.2%	1.4%	16.0%	22.1%	9.4%
Water Irrigation %	**24.4%**	**2.1%**	**8.4%**	**40.7%**	**29.4%**	**24.8%**

Water and Sewer Billed Consumption Quarterly	FY2020 YEAR TO DATE Consumption	FY2020 4th Quarter Billings Consumption	FY2020 3rd Quarter Billings Consumption	FY2020 2nd Quarter Billings Consumption	FY2020 1st Quarter Billings Consumption	FY2019 YEAR TO DATE Consumption
Billed Consumption (HCF)						
Residential	679,484.95	168,491.00	167,287.00	178,652.98	165,053.97	664,397.87
Commercial	180,124.00	32,977.00	43,739.00	49,759.00	53,649.00	203,758.00
Coke	626.00	149.00	157.00	163.00	157.00	23,649.00
		-	-	-	-	
Sewer	**860,234.95**	**201,617.00**	**211,183.00**	**228,574.98**	**218,859.97**	**891,804.87**
	-	-	-	-	-	-
Billed Sewer Change from Prior Year	**-3.5%**	**-1.6%**	**-2.0%**	**0.4%**	**-10.2%**	**-0.4%**
Billed Sewer % of Billed Regular Water	91.5%	93.7%	94.2%	88.4%	90.6%	87.6%
Residential Sewer % of Regular Residential Water	92.9%	95.7%	95.4%	88.5%	92.7%	92.4%
Commercial Sewer % of Regular Commercial Water	86.8%	84.4%	90.2%	88.0%	84.6%	87.5%
Residential Sewer % of Total Residential Water	67.7%	94.2%	85.7%	48.4%	63.4%	64.9%

SEWER & WATER
User Rate Structure Recap
Three Year Trending Average Revenue Target

SEWER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$11,375,551.00
Less Estimated Fix Rate Revenue	($310,000)
Less Estimated General Fund Payment	($800,000)
Add Doubtful Account Allowance (0.75%)	$85,317
Expenditures to be Supported by Rate Revenue	**$10,350,868**
Rounding Adjustment	$132
User Rate Revenue Target	**$10,351,000**
Estimated Billable Volume (4-Yr Average) FY2020 - FY2023	88,238,500
Minimum Flat Rate	**$11.73**

WATER USER RATE REVENUE TARGET RECAP	
Operating Appropriation Period Average	$7,473,050.00
Less Estimated Fix Rate Revenue	($740,000)
Add Doubtful Account Allowance (0.75%)	$56,048
Expenditures to be Supported by Rate Revenue	**$6,789,098**
Rounding Adjustment	($98)
User Rate Revenue Target	**$6,789,000**
Estimated Billable Volume (4-Yr Average) FY2020 - FY2023	137,892,900
Minimum Flat Rate	**$4.92**
FY2024 Sewer Target Range	$9,749,000
FY2025 Sewer Target Range	$10,351,000
	6.17%
FY2024 Water Target Range	$6,641,000
FY2025 Water Target Range	$6,789,000
	2.23%

Billable Use
By Step
Hundred Cubic Feet

Fiscal Year	2020	2021	2022	2023	4-Yr Average (2020 - 2023)
Primary Water					
Step 1	283,143.3	287,089.5	282,840.5	281,017.5	283,522.7
Step 2	442,660.4	490,290.7	443,897.7	436,612.5	453,365.3
Step 3	45,305.1	62,028.2	47,766.2	50,454.7	51,388.5
Step 4	168,555.2	170,052.6	209,539.6	192,652.3	185,200.0
Total	939,664.0	1,009,461.0	984,044.0	960,737.0	973,476.5
Secondary Water					
Step 1	52,258.0	66,922.0	60,912.0	65,391.6	61,370.9
Step 2	103,864.4	142,812.0	120,922.0	142,346.4	127,486.2
Step 3	39,349.2	59,374.0	43,707.0	60,857.1	50,821.8
Step 4	107,935.4	173,833.0	171,039.0	210,287.9	165,773.8
Total	303,407.0	442,941.0	396,580.0	478,883.0	405,452.8
Primary Water					
Step 1	30.1%	28.44%	28.74%	29.25%	29.1%
Step 2	47.1%	48.57%	45.11%	45.45%	46.6%
Step 3	4.8%	6.14%	4.85%	5.25%	5.3%
Step 4	17.9%	16.85%	21.29%	20.05%	19.0%
Total	100.0%	100.00%	100.00%	100.00%	100.00%
Secondary Water					
Step 1	17.2%	15.11%	15.36%	13.66%	15.1%
Step 2	34.2%	32.24%	30.49%	29.72%	31.4%
Step 3	13.0%	13.40%	11.02%	12.71%	12.5%
Step 4	35.6%	39.25%	43.13%	43.91%	40.9%
Total	100.0%	100.00%	100.00%	100.00%	100.0%

Billable Use
By Step
Hundred Cubic Feet

Fiscal Year	2020	2021	2022	2023	4-Yr Average (2020 - 2023)
Billed Sewer					
Step 1	272,172.7	276,105.7	272,582.7	271,401.7	273,065.7
Step 2	421,360.9	466,983.3	422,968.1	416,334.6	431,911.7
Step 3	39,103.5	53,820.7	40,698.9	42,696.2	44,079.8
Step 4	127,597.9	117,136.4	152,588.4	135,988.5	133,327.8
Total	860,235.0	914,046.0	888,838.0	866,421.0	882,385.0

Billed Sewer					
Step 1	31.6%	30.21%	30.67%	31.32%	30.9%
Step 2	49.0%	51.09%	47.59%	48.05%	48.9%
Step 3	4.5%	5.89%	4.58%	4.93%	5.0%
Step 4	14.8%	12.82%	17.17%	15.70%	15.1%
Total	100.0%	100.00%	100.00%	100.00%	100.0%

Water and Sewer Base Charge Per Bill

Community		Water	Sewer	Detail
Needham CURRENT		$15.00	$12.00	Every quarter plus consumption
Arlington	Q	$17.38	$17.38	Every quarter plus consumption
Ashland	Q	$16.00	$16.00	Every quarter plus consumption
Bedford	S	$24.00	$30.00	Every bill plus consumption
Belmont	Q	$20.87	$24.32	Every quarter plus consumption
Braintree	Q	$26.00	$26.00	Every quarter plus consumption
Brookline	Q	$35.73	$35.73	Every quarter plus consumption
Canton	Q	$15.03	$5.30	Every quarter plus consumption
Chicopee	Q	$10.00	$10.00	Minimum Bill Per Quarter
Dedham	M/Q	$9.31	$32.32	Includes the first 300 CF
Hingham	M/S	$17.69	$175.00	Water Every bill plus consumption; Sewer Minimum Bill
Holbrook	Q	$50.00	$50.00	Every quarter plus consumption
Leominster	Q	$25.00	$25.00	Includes the first 300 CF per quarter
Malden	M	$3.30	$3.30	Minimum includes the first 50 CF per month both W&S
Marblehead	Q	$28.75	$27.00	Every quarter plus consumption
Milton	Q	$40.50	$48.72	Includes the first 600 CF per quarter
Northborough	Q	$19.00		Every quarter plus consumption
Randolph	Q	$25.00	$12.50	Every quarter plus consumption
Saugus	S	$105.65	$99.98	Minimum includes the first 2,000 CF per 1/2 year
Somerville	Tri	$20.00	$40.00	Billed 3 times a year plus consumption
Southborough	Q	$37.94	No Swr	Every quarter plus consumption
Stoughton	Q	$16.19	$94.68	Minimum Bill Per Quarter (sewer includes 780 CF)
Swampscott	Q	$14.35	$21.53	Every quarter plus consumption

Water and Sewer Base Charge Per Bill

Community		Water	Sewer	Detail
Wakefield	Q	$19.16	$21.40	Every quarter plus consumption
Waltham	Q	$9.21	$16.38	Minimum Bill Per Quarter
Watertown	Q	$8.81		Every quarter plus consumption
Wellesley	M	$3.33	$5.00	Billed 12 times a year plus consumption
Weston	S	$21.00	No Swr	Every bill plus consumption
Westwood	M/Q	$9.31	$15.00	Water minimum includes 300CF per month; Sewer per bill plus consumption
Weymouth	Q	$13.50	$7.75	Every quarter plus consumption
Winthrop	Q	$25.00	$25.00	Minimum Bill Per Quarter

Source: MWRA Annual Survey

Town of Needham
Block Step Structure
Current

	Residential Quarterly			Commercial Monthly	
Step 1	-	600	600	-	200
Step 2	600	2,700	2,100	200	900
Step 3	2,700	4,200	1,500	900	1,400
Step 4	4,200	99,999,999		1,400	99,999,999

Town of Needham
Block Step Structure
Concept for Option W7 and S9

	Residential Quarterly			Commercial Monthly	
Step 1	Base Fee includes first 300 CF			Base Fee includes first 100 CF	
Step 2	300	2,700	2,400	100	900
Step 3	2,700	4,200	1,500	900	1,400
Step 4	4,200	99,999,999		1,400	99,999,999

Water Enterprise FY2020 - FY2023 Average **Current Rate Structure**				Target Revenue $6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.43	$215,624.93	$4.92	$0.49	10.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2	31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3	13.0%	5,270,889.00	$6.69	$352,622.47	$4.92	-$1.77	-36.0%
4	41.0%	16,623,573.00	$8.91	$1,481,160.35	$4.92	-$3.99	-81.1%
Grand Total	100.00%	137,892,900		$6,702,053.84			
		-	**Shortfall**	**-$86,946.16**			
			-1.3%	98.7%			

Annual
12,000 C.F.

Fiscal Year	
Volume	Bill
2,400	$79.20
8,400	$296.52
1,200	$53.16
-	$0.00
-	$60.00
-	$488.88
12,000	

Water Enterprise **Option W2** All Steps Change 2.23%				Target Revenue $6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.37	$951,378.09	$4.92	$1.55	31.5%
2	47.0%	45,753,372.00	$3.61	$1,651,696.73	$4.92	$1.31	26.6%
3	5.0%	4,867,380.00	$4.53	$220,492.31	$4.92	$0.39	7.9%
4	19.0%	18,496,044.00	$5.56	$1,028,380.05	$4.92	-$0.64	-13.0%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.72	$347,878.67	$4.92	-$0.80	-16.3%
2	31.0%	12,569,043.00	$6.17	$775,509.95	$4.92	-$1.25	-25.4%
3	13.0%	5,270,889.00	$6.84	$360,528.81	$4.92	-$1.92	-39.0%
4	41.0%	16,623,573.00	$9.11	$1,514,407.50	$4.92	-$4.19	-85.2%
Grand Total	100.00%	137,892,900		$6,850,272.12			
				$61,272.12			
			0.9%	100.9%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$80.88		
8,400	$303.24		
1,200	$54.36		
-	$0.00		
-	$60.00	Annual Change	
-	$498.48	$9.60	2.0%
12,000			

Water Enterprise				Target Revenue			
Option W3							
Increase Irrigation Step Rates by 3.0%				$6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.43	$215,624.93	$4.92	$0.49	10.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.77	$350,919.57	$4.92	-$0.85	-17.3%
2	31.0%	12,569,043.00	$6.22	$781,794.47	$4.92	-$1.30	-26.4%
3	13.0%	5,270,889.00	$6.89	$363,164.25	$4.92	-$1.97	-40.0%
4	41.0%	16,623,573.00	$9.18	$1,526,044.00	$4.92	-$4.26	-86.6%
Grand Total	100.00%	137,892,900		$6,790,442.59			
				$1,442.59			
			0.0%	100.0%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$79.20		
8,400	$296.52		
1,200	$53.16		
-	$0.00		
-	$60.00	Annual Change	
-	$488.88	$0.00	0.0%
12,000			

Water Enterprise				Target Revenue			
Option W4							
Increase Annual Service Fee by $4 (Dom & Irr)				$6,729,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.43	$215,624.93	$4.92	$0.49	10.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2	31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3	13.0%	5,270,889.00	$6.69	$352,622.47	$4.92	-$1.77	-36.0%
4	41.0%	16,623,573.00	$8.91	$1,481,160.35	$4.92	-$3.99	-81.1%
Grand Total	100.00%	137,892,900		$6,702,053.84			
			Shortfall	**-$26,946.16**			
			-0.4%	99.6%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$79.20		
8,400	$296.52		
1,200	$53.16		
-	$0.00		
-	$64.00	Annual Change	
-	$492.88	$4.00	0.8%
12,000			

Water Enterprise **Option W5** No Subsidy at Step 3				Target Revenue $6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.92	$239,475.10	$4.92	$0.00	0.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2	31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3	13.0%	5,270,889.00	$6.69	$352,622.47	$4.92	-$1.77	-36.0%
4	41.0%	16,623,573.00	$8.91	$1,481,160.35	$4.92	-$3.99	-81.1%
Grand Total	100.00%	137,892,900		$6,725,904.00			
			Shortfall	**-$63,096.00**			
			-0.9%	99.1%			

Annual
12,000 C.F.

Fiscal Year			
Volume	Bill		
2,400	$79.20		
8,400	$296.52		
1,200	$59.04		
-	$0.00		
-	$60.00	Annual Change	
-	$494.76	$5.88	1.2%
12,000			

Water Enterprise
Option W6 (New Option) - Combines Options W2 & W4
All Steps Change 2.23% and increase annual fee by $4.0

Target Revenue $6,729,000.00

Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.37	$951,378.09	$4.92	$1.55	31.5%
2	47.0%	45,753,372.00	$3.61	$1,651,696.73	$4.92	$1.31	26.6%
3	5.0%	4,867,380.00	$4.53	$220,492.31	$4.92	$0.39	7.9%
4	19.0%	18,496,044.00	$5.56	$1,028,380.05	$4.92	-$0.64	-13.0%
Irrigation Step	**Step %**	**40,545,300**	**Rate Per HCF**	**Revenue**	**Flat Rate**	**Subsidy**	
1	15.0%	6,081,795.00	$5.72	$347,878.67	$4.92	-$0.80	-16.3%
2	31.0%	12,569,043.00	$6.17	$775,509.95	$4.92	-$1.25	-25.4%
3	13.0%	5,270,889.00	$6.84	$360,528.81	$4.92	-$1.92	-39.0%
4	41.0%	16,623,573.00	$9.11	$1,514,407.50	$4.92	-$4.19	-85.2%
Grand Total	100.00%	137,892,900		$6,850,272.12			
				$121,272.12			
			1.8%	101.8%			

Fiscal Year Volume	Bill	Annual Change	
2,400	$80.88		
8,400	$303.24		
1,200	$54.36		
-	$0.00		
-	$64.00		
-	$502.48	$13.60	2.8%
12,000			

Water Enterprise
Option W7 (New Option)
Base Charge for Domestic $30 (includes 300 CF/100 CF)

Target Revenue $6,364,000.00

Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	11.5%	11,194,974.00	$0.00	$0.00	$4.92	$4.92	100.0%
2	64.5%	62,789,202.00	$3.53	$2,216,458.83	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.43	$215,624.93	$4.92	$0.49	10.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	**Step %**	**40,545,300**	**Rate Per HCF**	**Revenue**	**Flat Rate**	**Subsidy**	
1	15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2	31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3	13.0%	5,270,889.00	$6.69	$352,622.47	$4.92	-$1.77	-36.0%
4	41.0%	16,623,573.00	$8.91	$1,481,160.35	$4.92	-$3.99	-81.1%
Grand Total	100.00%	137,892,900		$6,371,802.10			
				$7,802.10			
			0.1%	100.1%			

Fiscal Year Volume	Bill	Annual Change	
1,200	$0.00		
9,600	$338.88		
1,200	$53.16		
-	$0.00		
-	$120.00		
-	$512.04	$23.16	4.7%
12,000			

Sewer Enterprise
FY2020 - FY2023 Average
Current Rates

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$9.82	$2,686,156.42	$11.73	$1.91	16.3%
2	49.0%	43,236,865.00	$10.84	$4,686,876.17	$11.73	$0.89	7.6%
3	5.0%	4,411,925.00	$11.69	$515,754.03	$11.73	$0.04	0.3%
4	15.0%	13,235,775.00	$12.75	$1,687,561.31	$11.73	-$1.02	-8.7%
	100.00%	88,238,500.00		$9,576,347.93			
			Shortfall	**-$774,652.07**			
			-8.1%	92.5%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill
2,400	20.0%	$235.68
8,400	70.0%	$910.56
1,200	10.0%	$140.28
-		$0.00
-		$48.00
-		$1,334.52

Sewer Enterprise
Option S2
All Steps Change 6.17%

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$10.43	$2,853,015.42	$11.73	$1.30	11.1%
2	49.0%	43,236,865.00	$11.51	$4,976,563.16	$11.73	$0.22	1.9%
3	5.0%	4,411,925.00	$12.41	$547,519.89	$11.73	-$0.68	-5.8%
4	15.0%	13,235,775.00	$13.54	$1,792,123.94	$11.73	-$1.81	-15.4%
	100.00%	88,238,500.00		$10,169,222.41			
			Shortfall	**-$181,777.59**			
			-1.8%	98.2%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$250.32		
8,400	70.0%	$966.84		
1,200	10.0%	$148.92		
-		$0.00		
-		$48.00	Annual Change	
-		$1,414.08	$79.56	6.0%

Sewer Enterprise
Option S3
Flat Rate

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$11.73	$3,208,616.58	$11.73	$0.00	0.0%
2	49.0%	43,236,865.00	$11.73	$5,071,684.26	$11.73	$0.00	0.0%
3	5.0%	4,411,925.00	$11.73	$517,518.80	$11.73	$0.00	0.0%
4	15.0%	13,235,775.00	$11.73	$1,552,556.41	$11.73	$0.00	0.0%
	100.00%	88,238,500.00		$10,350,376.05			
			Shortfall	**-$623.95**			
			0.0%	100.0%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$281.52		
8,400	70.0%	$985.32		
1,200	10.0%	$140.76		
-		$0.00		
-		$48.00	Annual Change	
-		$1,455.60	$121.08	9.1%

Sewer Enterprise
Option S4
Increase Annual Service Fee by $4

Target Revenue $10,319,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$9.82	$2,686,156.42	$11.73	$1.91	16.3%
2	49.0%	43,236,865.00	$10.84	$4,686,876.17	$11.73	$0.89	7.6%
3	5.0%	4,411,925.00	$11.69	$515,754.03	$11.73	$0.04	0.3%
4	15.0%	13,235,775.00	$12.75	$1,687,561.31	$11.73	-$1.02	-8.7%
	100.00%	88,238,500.00		$9,576,347.93			
			Shortfall	**-$742,652.07**			
			-7.8%	92.8%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$235.68		
8,400	70.0%	$910.56		
1,200	10.0%	$140.28		
-		$0.00		
-		$52.00	Annual Change	
-		$1,338.52	$4.00	0.3%

Sewer Enterprise
Option S5
Flat Rate but not lowering any current rate

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$11.73	$3,208,616.58	$11.73	$0.00	0.0%
2	49.0%	43,236,865.00	$11.73	$5,071,684.26	$11.73	$0.00	0.0%
3	5.0%	4,411,925.00	$11.73	$517,518.80	$11.73	$0.00	0.0%
4	15.0%	13,235,775.00	$12.75	$1,687,561.31	$11.73	-$1.02	-8.7%
	100.00%	88,238,500.00		$10,485,380.96			
				$134,380.96			
			1.3%	101.3%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$281.52		
8,400	70.0%	$985.32		
1,200	10.0%	$140.76		
-		$0.00		
-		$48.00	Annual Change	
-		$1,455.60	$121.08	9.1%

Sewer Enterprise
Option S6
Keep Current Step 1 then Flat Rate but not lowering

Target Revenue $10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$9.82	$2,686,156.42	$11.73	$1.91	16.3%
2	49.0%	43,236,865.00	$11.73	$5,071,684.26	$11.73	$0.00	0.0%
3	5.0%	4,411,925.00	$11.73	$517,518.80	$11.73	$0.00	0.0%
4	15.0%	13,235,775.00	$12.75	$1,687,561.31	$11.73	-$1.02	-8.7%
	100.00%	88,238,500.00		$9,962,920.80			
			Shortfall	**-$388,079.20**			
			-3.9%	96.3%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$235.68		
8,400	70.0%	$985.32		
1,200	10.0%	$140.76		
-		$0.00		
-		$48.00	Annual Change	
-		$1,409.76	$75.24	5.6%

Sewer Enterprise
Option S7
Increase Rates by the Estimated Assessment Increas

Target Revenue
$10,351,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$10.50	$2,872,163.18	$11.73	$1.23	10.5%
2	49.0%	43,236,865.00	$11.59	$5,011,152.65	$11.73	$0.14	1.2%
3	5.0%	4,411,925.00	$12.50	$551,490.63	$11.73	-$0.77	-6.6%
4	15.0%	13,235,775.00	$13.63	$1,804,036.13	$11.73	-$1.90	-16.2%
	100.00%	88,238,500.00		$10,238,842.59			
			Shortfall	**-$112,157.41**			
			-1.1%	98.9%			

Annual
12,000 C.F.

Fiscal Year Volume	%	Bill		
2,400	20.0%	$252.00		
8,400	70.0%	$973.56		
1,200	10.0%	$150.00		
-		$0.00		
-		$48.00	Annual Change	
-		$1,423.56	$89.04	6.7%

Sewer Enterprise Target Revenue
Option S8 (New Option) - Combines S4 & S7
All Steps 6.9% Annual Base Charge Increase by $4 $10,319,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$10.50	$2,872,163.18	$11.73	$1.23	10.5%
2	49.0%	43,236,865.00	$11.59	$5,011,152.65	$11.73	$0.14	1.2%
3	5.0%	4,411,925.00	$12.50	$551,490.63	$11.73	-$0.77	-6.6%
4	15.0%	13,235,775.00	$13.63	$1,804,036.13	$11.73	-$1.90	-16.2%
	100.00%	88,238,500.00		$10,238,842.59			
			Shortfall	**-$80,157.41**			
			-0.8%	99.2%			

Fiscal Year Volume	Bill	
2,400	$252.00	
8,400	$973.56	
1,200	$150.00	
-	$0.00	
-	$52.00	Annual Change
-	$1,427.56	$93.04 7.0%

Sewer Enterprise Target Revenue
Option S9 (New Option) $57.19
Sewer Base Charge (Includes 300/100 CF) Step 2 St $8,911,000.00

Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	14.0%	12,353,390.00	$0.00	$0.00	$11.73		
2	66.0%	58,237,410.00	$11.27	$6,563,356.11	$11.73	$0.46	3.9%
3	5.0%	4,411,925.00	$12.16	$536,490.08	$11.73	-$0.43	-3.7%
4	15.0%	13,235,775.00	$13.26	$1,755,063.77	$11.73	-$1.53	-13.0%
	100.00%	88,238,500.00		$8,854,909.95			
			Shortfall	**-$56,090.05**			
			-0.6%	99.4%			

Fiscal Year Volume	Bill	
1,200	$0.00	
9,600	$1,081.92	
1,200	$145.92	
-	$0.00	
-	$228.76	Annual Change
-	$1,456.60	$122.08 9.1%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	**Current**	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	2	**Option W3**	Current	$488.88	$1,334.52	$1,823.40	$0.00	0.0%
Scenario	3	**Option W4**	Current	$492.88	$1,334.52	$1,827.40	$4.00	0.2%
Scenario	15	**Current**	Option S4	$488.88	$1,338.52	$1,827.40	$4.00	0.2%
Scenario	17	**Option W3**	Option S4	$488.88	$1,338.52	$1,827.40	$4.00	0.2%
Scenario	4	**Option W5**	Current	$494.76	$1,334.52	$1,829.28	$5.88	0.3%
Scenario	18	**Option W4**	Option S4	$492.88	$1,338.52	$1,831.40	$8.00	0.4%
Scenario	1	**Option W2**	Current	$498.48	$1,334.52	$1,833.00	$9.60	0.5%
Scenario	19	**Option W5**	Option S4	$494.76	$1,338.52	$1,833.28	$9.88	0.5%
Scenario	16	**Option W2**	Option S4	$498.48	$1,338.52	$1,837.00	$13.60	0.7%
New Scenario	35	Option W6	Current	$502.48	$1,334.52	$1,837.00	$13.60	0.7%
New Scenario	38	Option W6	Option S4	$502.48	$1,338.52	$1,841.00	$17.60	1.0%
New Scenario	44	**Option W7**	Current	$512.04	$1,334.52	$1,846.56	$23.16	1.3%
New Scenario	47	**Option W7**	Option S4	$512.04	$1,338.52	$1,850.56	$27.16	1.5%
Scenario	25	**Current**	Option S6	$488.88	$1,409.76	$1,898.64	$75.24	4.1%
Scenario	27	**Option W3**	Option S6	$488.88	$1,409.76	$1,898.64	$75.24	4.1%
Scenario	28	**Option W4**	Option S6	$492.88	$1,409.76	$1,902.64	$79.24	4.3%
Scenario	5	**Current**	Option S2	$488.88	$1,414.08	$1,902.96	$79.56	4.4%
Scenario	7	**Option W3**	Option S2	$488.88	$1,414.08	$1,902.96	$79.56	4.4%
Scenario	29	**Option W5**	Option S6	$494.76	$1,409.76	$1,904.52	$81.12	4.4%
Scenario	8	**Option W4**	Option S2	$492.88	$1,414.08	$1,906.96	$83.56	4.6%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	26	**Option W2**	Option S6	$498.48	$1,409.76	$1,908.24	$84.84	4.7%
Scenario	9	**Option W5**	Option S2	$494.76	$1,414.08	$1,908.84	$85.44	4.7%
New Scenario	40	Option W6	Option S6	$502.48	$1,409.76	$1,912.24	$88.84	4.9%
Scenario	30	**Current**	**Option S7**	$488.88	$1,423.56	$1,912.44	$89.04	4.9%
Scenario	32	**Option W3**	**Option S7**	$488.88	$1,423.56	$1,912.44	$89.04	4.9%
Scenario	6	**Option W2**	Option S2	$498.48	$1,414.08	$1,912.56	$89.16	4.9%
Scenario	33	**Option W4**	**Option S7**	$492.88	$1,423.56	$1,916.44	$93.04	5.1%
New Scenario	53	**Current**	**Option S8**	$488.88	$1,427.56	$1,916.44	$93.04	5.1%
New Scenario	55	**Option W3**	**Option S8**	$488.88	$1,427.56	$1,916.44	$93.04	5.1%
New Scenario	36	Option W6	Option S2	$502.48	$1,414.08	$1,916.56	$93.16	5.1%
Scenario	34	**Option W5**	**Option S7**	$494.76	$1,423.56	$1,918.32	$94.92	5.2%
New Scenario	56	**Option W4**	**Option S8**	$492.88	$1,427.56	$1,920.44	$97.04	5.3%
New Scenario	49	**Option W7**	Option S6	$512.04	$1,409.76	$1,921.80	$98.40	5.4%
Scenario	31	**Option W2**	**Option S7**	$498.48	$1,423.56	$1,922.04	$98.64	5.4%
New Scenario	57	**Option W5**	**Option S8**	$494.76	$1,427.56	$1,922.32	$98.92	5.4%
New Scenario	41	Option W6	**Option S7**	$502.48	$1,423.56	$1,926.04	$102.64	5.6%
New Scenario	54	**Option W2**	**Option S8**	$498.48	$1,427.56	$1,926.04	$102.64	5.6%
New Scenario	45	**Option W7**	Option S2	$512.04	$1,414.08	$1,926.12	$102.72	5.6%
New Scenario	42	Option W6	**Option S8**	$502.48	$1,427.56	$1,930.04	$106.64	5.8%
New Scenario	50	**Option W7**	**Option S7**	$512.04	$1,423.56	$1,935.60	$112.20	6.2%
New Scenario	51	**Option W7**	**Option S8**	$512.04	$1,427.56	$1,939.60	$116.20	6.4%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	10	**Current**	**Option S3**	$488.88	$1,455.60	$1,944.48	$121.08	6.6%
Scenario	12	**Option W3**	**Option S3**	$488.88	$1,455.60	$1,944.48	$121.08	6.6%
Scenario	20	**Current**	**Option S5**	$488.88	$1,455.60	$1,944.48	$121.08	6.6%
Scenario	22	**Option W3**	**Option S5**	$488.88	$1,455.60	$1,944.48	$121.08	6.6%
New Scenario	58	**Current**	**Option S9**	$488.88	$1,456.60	$1,945.48	$122.08	6.7%
New Scenario	60	**Option W3**	**Option S9**	$488.88	$1,456.60	$1,945.48	$122.08	6.7%
Scenario	13	**Option W4**	**Option S3**	$492.88	$1,455.60	$1,948.48	$125.08	6.9%
Scenario	23	**Option W4**	**Option S5**	$492.88	$1,455.60	$1,948.48	$125.08	6.9%
New Scenario	61	**Option W4**	**Option S9**	$492.88	$1,456.60	$1,949.48	$126.08	6.9%
Scenario	14	**Option W5**	**Option S3**	$494.76	$1,455.60	$1,950.36	$126.96	7.0%
Scenario	24	**Option W5**	**Option S5**	$494.76	$1,455.60	$1,950.36	$126.96	7.0%
New Scenario	62	**Option W5**	**Option S9**	$494.76	$1,456.60	$1,951.36	$127.96	7.0%
Scenario	11	**Option W2**	**Option S3**	$498.48	$1,455.60	$1,954.08	$130.68	7.2%
Scenario	21	**Option W2**	**Option S5**	$498.48	$1,455.60	$1,954.08	$130.68	7.2%
New Scenario	59	**Option W2**	**Option S9**	$498.48	$1,456.60	$1,955.08	$131.68	7.2%
New Scenario	37	Option W6	**Option S3**	$502.48	$1,455.60	$1,958.08	$134.68	7.4%
New Scenario	39	Option W6	**Option S5**	$502.48	$1,455.60	$1,958.08	$134.68	7.4%
New Scenario	43	Option W6	**Option S9**	$502.48	$1,456.60	$1,959.08	$135.68	7.4%
New Scenario	46	**Option W7**	**Option S3**	$512.04	$1,455.60	$1,967.64	$144.24	7.9%
New Scenario	48	**Option W7**	**Option S5**	$512.04	$1,455.60	$1,967.64	$144.24	7.9%
New Scenario	52	**Option W7**	**Option S9**	$512.04	$1,456.60	$1,968.64	$145.24	8.0%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
Cost to Average Customer Consuming 12,000 Cubic Feet
FY2020 - FY2023 Average

Scenario	Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Bold = Option is in the 98.5 to 101.5% range	Green Highlight = Highest Revenue						

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	**Current**	Current	$375.50	$1,009.31	$1,384.81	$0.00	0.0%
Scenario	2	**Option W3**	Current	$375.50	$1,009.31	$1,384.81	$0.00	0.0%
Scenario	4	**Option W5**	Current	$375.50	$1,009.31	$1,384.81	$0.00	0.0%
Scenario	3	**Option W4**	Current	$379.50	$1,009.31	$1,388.81	$4.00	0.3%
Scenario	15	**Current**	Option S4	$375.50	$1,013.31	$1,388.81	$4.00	0.3%
Scenario	17	**Option W3**	Option S4	$375.50	$1,013.31	$1,388.81	$4.00	0.3%
Scenario	19	**Option W5**	Option S4	$375.50	$1,013.31	$1,388.81	$4.00	0.3%
Scenario	1	**Option W2**	Current	$382.53	$1,009.31	$1,391.84	$7.03	0.5%
Scenario	18	**Option W4**	Option S4	$379.50	$1,013.31	$1,392.81	$8.00	0.6%
Scenario	16	**Option W2**	Option S4	$382.53	$1,013.31	$1,395.84	$11.03	0.8%
New Scenario	35	Option W6	Current	$386.53	$1,009.31	$1,395.84	$11.03	0.8%
New Scenario	38	Option W6	Option S4	$386.53	$1,013.31	$1,399.84	$15.03	1.1%
New Scenario	44	**Option W7**	Current	$398.66	$1,009.31	$1,407.97	$23.16	1.7%
New Scenario	47	**Option W7**	Option S4	$398.66	$1,013.31	$1,411.97	$27.16	2.0%
Scenario	5	**Current**	Option S2	$375.50	$1,068.80	$1,444.30	$59.49	4.3%
Scenario	7	**Option W3**	Option S2	$375.50	$1,068.80	$1,444.30	$59.49	4.3%
Scenario	9	**Option W5**	Option S2	$375.50	$1,068.80	$1,444.30	$59.49	4.3%
Scenario	25	**Current**	Option S6	$375.50	$1,068.89	$1,444.39	$59.58	4.3%
Scenario	27	**Option W3**	Option S6	$375.50	$1,068.89	$1,444.39	$59.58	4.3%
Scenario	29	**Option W5**	Option S6	$375.50	$1,068.89	$1,444.39	$59.58	4.3%
Scenario	8	**Option W4**	Option S2	$379.50	$1,068.80	$1,448.30	$63.49	4.6%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	28	**Option W4**	Option S6	$379.50	$1,068.89	$1,448.39	$63.58	4.6%
Scenario	6	**Option W2**	Option S2	$382.53	$1,068.80	$1,451.33	$66.52	4.8%
Scenario	30	**Current**	**Option S7**	$375.50	$1,075.83	$1,451.33	$66.52	4.8%
Scenario	32	**Option W3**	**Option S7**	$375.50	$1,075.83	$1,451.33	$66.52	4.8%
Scenario	34	**Option W5**	**Option S7**	$375.50	$1,075.83	$1,451.33	$66.52	4.8%
Scenario	26	**Option W2**	Option S6	$382.53	$1,068.89	$1,451.42	$66.61	4.8%
Scenario	33	**Option W4**	**Option S7**	$379.50	$1,075.83	$1,455.33	$70.52	5.1%
New Scenario	36	Option W6	Option S2	$386.53	$1,068.80	$1,455.33	$70.52	5.1%
New Scenario	53	**Current**	**Option S8**	$375.50	$1,079.83	$1,455.33	$70.52	5.1%
New Scenario	55	**Option W3**	**Option S8**	$375.50	$1,079.83	$1,455.33	$70.52	5.1%
New Scenario	57	**Option W5**	**Option S8**	$375.50	$1,079.83	$1,455.33	$70.52	5.1%
New Scenario	40	Option W6	Option S6	$386.53	$1,068.89	$1,455.42	$70.61	5.1%
Scenario	31	**Option W2**	**Option S7**	$382.53	$1,075.83	$1,458.36	$73.55	5.3%
New Scenario	56	**Option W4**	**Option S8**	$379.50	$1,079.83	$1,459.33	$74.52	5.4%
New Scenario	41	Option W6	**Option S7**	$386.53	$1,075.83	$1,462.36	$77.55	5.6%
New Scenario	54	**Option W2**	**Option S8**	$382.53	$1,079.83	$1,462.36	$77.55	5.6%
New Scenario	42	Option W6	**Option S8**	$386.53	$1,079.83	$1,466.36	$81.55	5.9%
New Scenario	45	**Option W7**	Option S2	$398.66	$1,068.80	$1,467.46	$82.65	6.0%
New Scenario	49	**Option W7**	Option S6	$398.66	$1,068.89	$1,467.55	$82.74	6.0%
New Scenario	50	**Option W7**	**Option S7**	$398.66	$1,075.83	$1,474.49	$89.68	6.5%
New Scenario	51	**Option W7**	**Option S8**	$398.66	$1,079.83	$1,478.49	$93.68	6.8%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	10	**Current**	**Option S3**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	12	**Option W3**	**Option S3**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	14	**Option W5**	**Option S3**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	20	**Current**	**Option S5**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	22	**Option W3**	**Option S5**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
Scenario	24	**Option W5**	**Option S5**	$375.50	$1,114.73	$1,490.23	$105.42	7.6%
New Scenario	58	**Current**	**Option S9**	$375.50	$1,118.41	$1,493.91	$109.10	7.9%
New Scenario	60	**Option W3**	**Option S9**	$375.50	$1,118.41	$1,493.91	$109.10	7.9%
New Scenario	62	**Option W5**	**Option S9**	$375.50	$1,118.41	$1,493.91	$109.10	7.9%
Scenario	13	**Option W4**	**Option S3**	$379.50	$1,114.73	$1,494.23	$109.42	7.9%
Scenario	23	**Option W4**	**Option S5**	$379.50	$1,114.73	$1,494.23	$109.42	7.9%
Scenario	11	**Option W2**	**Option S3**	$382.53	$1,114.73	$1,497.26	$112.45	8.1%
Scenario	21	**Option W2**	**Option S5**	$382.53	$1,114.73	$1,497.26	$112.45	8.1%
New Scenario	61	**Option W4**	**Option S9**	$379.50	$1,118.41	$1,497.91	$113.10	8.2%
New Scenario	59	**Option W2**	**Option S9**	$382.53	$1,118.41	$1,500.94	$116.13	8.4%
New Scenario	37	Option W6	**Option S3**	$386.53	$1,114.73	$1,501.26	$116.45	8.4%
New Scenario	39	Option W6	**Option S5**	$386.53	$1,114.73	$1,501.26	$116.45	8.4%
New Scenario	43	Option W6	**Option S9**	$386.53	$1,118.41	$1,504.94	$120.13	8.7%
New Scenario	46	**Option W7**	**Option S3**	$398.66	$1,114.73	$1,513.39	$128.58	9.3%
New Scenario	48	**Option W7**	**Option S5**	$398.66	$1,114.73	$1,513.39	$128.58	9.3%
New Scenario	52	**Option W7**	**Option S9**	$398.66	$1,118.41	$1,517.07	$132.26	9.6%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
9,094 C.F. Billed Usage 2021 DEP Needham Average
FY2020 - FY2023 Average

Scenario	Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Bold = Option is in the 98.5 to 101.5% range	Green Highlight = Highest Revenue						

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
2,400 C.F. Billed Usage
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Current	0	**Current**	Current	$139.20	$283.68	$422.88	$0.00	0.0%
Scenario	2	**Option W3**	Current	$139.20	$283.68	$422.88	$0.00	0.0%
Scenario	4	**Option W5**	Current	$139.20	$283.68	$422.88	$0.00	0.0%
Scenario	25	**Current**	Option S6	$139.20	$283.68	$422.88	$0.00	0.0%
Scenario	27	**Option W3**	Option S6	$139.20	$283.68	$422.88	$0.00	0.0%
Scenario	29	**Option W5**	Option S6	$139.20	$283.68	$422.88	$0.00	0.0%
Scenario	1	**Option W2**	Current	$140.88	$283.68	$424.56	$1.68	0.4%
Scenario	26	**Option W2**	Option S6	$140.88	$283.68	$424.56	$1.68	0.4%
New Scenario	35	Option W6	Current	$140.88	$283.68	$424.56	$1.68	0.4%
New Scenario	40	Option W6	Option S6	$140.88	$283.68	$424.56	$1.68	0.4%
Scenario	3	**Option W4**	Current	$143.20	$283.68	$426.88	$4.00	0.9%
Scenario	15	**Current**	Option S4	$139.20	$287.68	$426.88	$4.00	0.9%
Scenario	17	**Option W3**	Option S4	$139.20	$287.68	$426.88	$4.00	0.9%
Scenario	19	**Option W5**	Option S4	$139.20	$287.68	$426.88	$4.00	0.9%
Scenario	28	**Option W4**	Option S6	$143.20	$283.68	$426.88	$4.00	0.9%
Scenario	16	**Option W2**	Option S4	$140.88	$287.68	$428.56	$5.68	1.3%
New Scenario	38	Option W6	Option S4	$140.88	$287.68	$428.56	$5.68	1.3%
Scenario	18	**Option W4**	Option S4	$143.20	$287.68	$430.88	$8.00	1.9%
Scenario	5	**Current**	Option S2	$139.20	$298.32	$437.52	$14.64	3.5%
Scenario	7	**Option W3**	Option S2	$139.20	$298.32	$437.52	$14.64	3.5%
Scenario	9	**Option W5**	Option S2	$139.20	$298.32	$437.52	$14.64	3.5%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
2,400 C.F. Billed Usage
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	6	**Option W2**	Option S2	$140.88	$298.32	$439.20	$16.32	3.9%
Scenario	30	**Current**	**Option S7**	$139.20	$300.00	$439.20	$16.32	3.9%
Scenario	32	**Option W3**	**Option S7**	$139.20	$300.00	$439.20	$16.32	3.9%
Scenario	34	**Option W5**	**Option S7**	$139.20	$300.00	$439.20	$16.32	3.9%
New Scenario	36	Option W6	Option S2	$140.88	$298.32	$439.20	$16.32	3.9%
Scenario	31	**Option W2**	**Option S7**	$140.88	$300.00	$440.88	$18.00	4.3%
New Scenario	41	Option W6	**Option S7**	$140.88	$300.00	$440.88	$18.00	4.3%
Scenario	8	**Option W4**	Option S2	$143.20	$298.32	$441.52	$18.64	4.4%
Scenario	33	**Option W4**	**Option S7**	$143.20	$300.00	$443.20	$20.32	4.8%
New Scenario	53	**Current**	**Option S8**	$139.20	$304.00	$443.20	$20.32	4.8%
New Scenario	55	**Option W3**	**Option S8**	$139.20	$304.00	$443.20	$20.32	4.8%
New Scenario	57	**Option W5**	**Option S8**	$139.20	$304.00	$443.20	$20.32	4.8%
New Scenario	42	Option W6	**Option S8**	$140.88	$304.00	$444.88	$22.00	5.2%
New Scenario	54	**Option W2**	**Option S8**	$140.88	$304.00	$444.88	$22.00	5.2%
New Scenario	44	**Option W7**	Current	$162.36	$283.68	$446.04	$23.16	5.5%
New Scenario	49	**Option W7**	Option S6	$162.36	$283.68	$446.04	$23.16	5.5%
New Scenario	56	**Option W4**	**Option S8**	$143.20	$304.00	$447.20	$24.32	5.8%
New Scenario	47	**Option W7**	Option S4	$162.36	$287.68	$450.04	$27.16	6.4%
New Scenario	45	**Option W7**	Option S2	$162.36	$298.32	$460.68	$37.80	8.9%
New Scenario	50	**Option W7**	**Option S7**	$162.36	$300.00	$462.36	$39.48	9.3%
New Scenario	51	**Option W7**	**Option S8**	$162.36	$304.00	$466.36	$43.48	10.3%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
2,400 C.F. Billed Usage
FY2020 - FY2023 Average

Scenario		Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Scenario	10	**Current**	**Option S3**	$139.20	$329.52	$468.72	$45.84	10.8%
Scenario	12	**Option W3**	**Option S3**	$139.20	$329.52	$468.72	$45.84	10.8%
Scenario	14	**Option W5**	**Option S3**	$139.20	$329.52	$468.72	$45.84	10.8%
Scenario	20	**Current**	**Option S5**	$139.20	$329.52	$468.72	$45.84	10.8%
Scenario	22	**Option W3**	**Option S5**	$139.20	$329.52	$468.72	$45.84	10.8%
Scenario	24	**Option W5**	**Option S5**	$139.20	$329.52	$468.72	$45.84	10.8%
Scenario	11	**Option W2**	**Option S3**	$140.88	$329.52	$470.40	$47.52	11.2%
Scenario	21	**Option W2**	**Option S5**	$140.88	$329.52	$470.40	$47.52	11.2%
New Scenario	37	Option W6	**Option S3**	$140.88	$329.52	$470.40	$47.52	11.2%
New Scenario	39	Option W6	**Option S5**	$140.88	$329.52	$470.40	$47.52	11.2%
Scenario	13	**Option W4**	**Option S3**	$143.20	$329.52	$472.72	$49.84	11.8%
Scenario	23	**Option W4**	**Option S5**	$143.20	$329.52	$472.72	$49.84	11.8%
New Scenario	46	**Option W7**	**Option S3**	$162.36	$329.52	$491.88	$69.00	16.3%
New Scenario	48	**Option W7**	**Option S5**	$162.36	$329.52	$491.88	$69.00	16.3%
New Scenario	58	**Current**	**Option S9**	$139.20	$364.00	$503.20	$80.32	19.0%
New Scenario	60	**Option W3**	**Option S9**	$139.20	$364.00	$503.20	$80.32	19.0%
New Scenario	62	**Option W5**	**Option S9**	$139.20	$364.00	$503.20	$80.32	19.0%
New Scenario	43	Option W6	**Option S9**	$140.88	$364.00	$504.88	$82.00	19.4%
New Scenario	59	**Option W2**	**Option S9**	$140.88	$364.00	$504.88	$82.00	19.4%
New Scenario	61	**Option W4**	**Option S9**	$143.20	$364.00	$507.20	$84.32	19.9%
New Scenario	52	**Option W7**	**Option S9**	$162.36	$364.00	$526.36	$103.48	24.5%

Water and Sewer Rate Concepts
Annual Water and Sewer Charges
2,400 C.F. Billed Usage
FY2020 - FY2023 Average

Scenario	Water Structure	Sewer Structure	Annual Water	Annual Sewer	Combined	$ Change from Current	% Change from Current
Bold = Option is in the 98.5 to 101.5% range	Green Highlight = Highest Revenue						

Water and Sewer Rate Concepts
Revenue Target Range
FY2020 - FY2023 Average

Option	Concept	% of Target	Target Range*	O/S	Rate Subsidies	Steps	ASFH Annual	Change	%
Current	Keep As Is	98.7%	Within	($86,946)	Yes	1, 2, & 3	$488.88	$0.00	0.0%
Option W2	All Steps Change 2.23%	100.9%	Within	$61,272	Yes	1, 2, & 3	$498.48	$9.60	2.0%
Option W3	Increase Irrigation Rates by 3%; Regular Use NC	100.0%	Within	$1,443	Yes	1, 2, & 3	$488.88	$0.00	0.0%
Option W4	Increase only Basic Service Fee $4 per year	99.6%	Within	($26,946)	Yes	1, 2, & 3	$492.88	$4.00	0.8%
Option W5	Keep All Rates the same except eliminate subsidy at Step 3	99.1%	Within	($63,096)	Yes	1 & 2	$494.76	$5.88	1.2%
Option W6	All Steps Change 2.23%; Increase Annual Basic Service Fee by $4	101.8%	Over	$121,272	Yes	1, 2, & 3	$502.48	$13.60	2.8%
Option W7	Water Base Charge $30 (includes 300 CF) Step 2 begins at 300CF; No Change to Step Rates	100.1%	Within	$7,802	Yes	1, 2, & 3	$512.04	$23.16	4.7%

Water and Sewer Rate Concepts
Revenue Target Range
FY2020 - FY2023 Average

Option	Concept	% of Target	Target Range*	O/S	Rate Subsidies	Steps	ASFH Annual	Change	%
Current	Keep As Is	92.5%	Under	($774,652)	Yes	1, 2, & 3	$1,334.52	$0.00	0.0%
Option S2	All Steps Change 6.17%	98.2%	Under	($181,778)	Yes	1 & 2	$1,414.08	$79.56	6.0%
Option S3	Flat Rate $11.73 HCF	100.0%	Within	($624)	No		$1,455.60	$121.08	9.1%
Option S4	Increase only Basic Service Fee $4 per year	92.8%	Under	($742,652)	Yes	1, 2, & 3	$1,338.52	$4.00	0.3%
Option S5	Flat Rate $11.73 HCF, but not lowering current Step 4 rate of $12.75 HCF	101.3%	Within	$134,381	NO		$1,455.60	$121.08	9.1%
Option S6	Keep current Step 1 rate $9.82 HCF Flat Rate for Steps 2 & 3 $11.73; keep current Step 4 rate	96.3%	Under	($388,079)	Yes	1	$1,409.76	$75.24	5.6%
Option S7	Increase Rates by the estimated assessment increase 6.9%	98.9%	Within	($112,157)	Yes	1 & 2	$1,423.56	$89.04	6.7%
Option S8	Increase Rates by the estimated assessment increase 6.9%; Increase Annual Base Charge $4	99.2%	Within	($80,157)	Yes	1 & 2	$1,427.56	$93.04	7.0%
Option S9	Sewer Base Charge $57.19 (includes 300 CF); Step 2 begins at 300 CF; Increase Current Step Rates by 4%	99.4%	Within	($56,090)	Yes	2	$1,456.60	$122.08	9.1%

* Rate structure revenue estimate falls within 98.5 to 101.5% of target

Annual Water and Sewer Charges in Selected Communities
Receiving Services from the MWRA
Cost to Average Customer Consuming 12,000 Cubic Feet

Community		Dec-18	Dec-19	Dec-20	Dec-21	Dec-22	Dec-23	One Year Change	Three Year Change	Five Year Change
Belmont		$2,500	$2,500	$2,500	$2,500	$2,500	$2,524	1.0%	1.0%	1.0%
Cambridge	*	$1,750	$1,766	$1,938	$2,066	$2,208	$2,327	5.4%	20.1%	33.0%
Canton	*	$1,716	$1,716	$1,804	$1,804	$1,804	$1,911	5.9%	5.9%	11.4%
Dedham	**	$1,567	$1,579	$1,592	$1,611	$1,624	$1,624	0.0%	2.0%	3.6%
Framingham		$1,810	$1,855	$1,855	$2,035	$2,361	$2,361	0.0%	27.3%	30.4%
Lexington		$1,638	$1,759	$1,827	$1,827	$1,939	$2,122	9.4%	16.2%	29.6%
Melrose		$2,351	$2,371	$2,371	$2,371	$2,492	$2,580	3.5%	8.8%	9.7%
Milton		$2,178	$2,298	$2,353	$2,376	$2,414	$2,608	8.0%	10.8%	19.8%
Natick	**	$1,596	$1,596	$1,792	$1,891	$1,891	$2,155	14.0%	20.2%	35.1%
Newton		$2,319	$2,360	$2,454	$2,454	$2,550	$2,638	3.5%	7.5%	13.8%
Norwood		$1,542	$1,625	$1,693	$1,806	$1,806	$1,947	7.8%	15.0%	26.2%
Stoughton	*	$1,778	$1,825	$1,825	$1,825	$1,825	$2,233	22.3%	22.3%	25.6%
Wakefield	*	$2,003	$2,150	$2,150	$2,204	$2,601	$2,672	2.7%	24.3%	33.4%
Waltham		$1,123	$1,123	$1,123	$1,123	$1,123	$1,141	1.6%	1.6%	1.6%
Watertown		$1,570	$1,633	$1,775	$1,831	$1,831	$2,116	15.6%	19.2%	34.8%
Wellesley	*	$1,575	$1,575	$1,618	$1,618	$1,918	$1,918	0.0%	18.5%	21.8%
Westwood	*	$1,461	$1,474	$1,506	$1,524	$1,557	$1,594	2.4%	5.9%	9.1%
Weymouth	**	$1,693	$1,740	$1,778	$1,780	$1,780	$1,934	8.7%	8.8%	14.3%
Group Average		$1,787	$1,830	$1,886	$1,925	$2,012	$2,134	6.0%	13.1%	19.4%
MWRA Communities A		$1,603	$1,662	$1,706	$1,764	$1,819	$1,920	5.5%	12.5%	19.7%
Needham	*	$1,653	$1,698	$1,698	$1,698	$1,777	$1,823	2.6%	7.4%	10.3%

* = Partial water service from MWRA
** = Sewer service only
Source: MWRA Annual Water and Sewer Retail Rate Surveys

Water Enterprise				Target Revenue			
Revenue Based FY20 Consumption							
				$6,789,000.00			
Domestic Step	Step %	93,897,700	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.1%	27,324,230.70	$3.30	$901,699.61	$4.92	$1.62	32.9%
2	46.6%	43,756,328.20	$3.53	$1,544,598.39	$4.92	$1.39	28.3%
3	5.3%	4,976,578.10	$4.43	$220,462.41	$4.92	$0.49	10.0%
4	19.0%	17,840,563.00	$5.44	$970,526.63	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	30,340,700	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	16.1%	4,884,852.70	$5.60	$273,551.75	$4.92	-$0.68	-13.8%
2	31.4%	9,526,979.80	$6.04	$575,429.58	$4.92	-$1.12	-22.8%
3	12.5%	3,792,587.50	$6.69	$253,724.10	$4.92	-$1.77	-36.0%
4	40.0%	12,136,280.00	$8.91	$1,081,342.55	$4.92	-$3.99	-81.1%
Grand Total	100.00%	124,238,400		$5,821,335.02			
			Shortfall	**-$967,664.98**			
			-16.6%	85.7%			

Sewer Enterprise **Revenue Based FY20 Consumption**				Target Revenue $10,351,000.00
Step	Step %	86,023,500	Rate Per HCF	Revenue
1	31.0%	26,667,285.00	$9.82	$2,618,727.39
2	49.0%	42,151,515.00	$10.84	$4,569,224.23
3	5.0%	4,301,175.00	$11.69	$502,807.36
4	15.0%	12,903,525.00	$12.75	$1,645,199.44
	100.00%	86,023,500.00		$9,335,958.41
			Shortfall	**-$1,015,041.59**
			-10.9%	90.2%

WATER AND SEWER RATE STRUCTURE COMMITTEE

TOWN OF NEEDHAM

MEETING MINUTES

Date: May 29, 2024	Time: 6:00 PM	Location: Town Hall & Zoom Hybrid

WSRSC Member Attendance:

Present:	Harold Burger, Acting Chair, Peter Kuck, John Terry, Matt Zollner	
Absent:	John Tallarico	
Other Attendees:	David Davison	Deputy Town Manager/Director of Finance
	Cecilia Simchak	Assistant Director of Finance
	Mike Retzky	Superintendent of Water/Sewer & Drains
	Eliza Echevarria	Director of Finance & Admin for Public Services
	Carys Lustig	Director of Public Works (Remote)
Notes prepared by:	Kathryn Copley	Administrative Specialist

This meeting was posted on the Town web site as a hybrid meeting:
Remote access on Zoom Cloud Meetings
Meeting ID # 856 3706 5850
https://us02web.zoom.us/j/85637065850

Mr. Burger called the meeting to order at 6:00 PM.

Acceptance of Minutes

Mr. Burger made a motion that the Committee accept the minutes from the May 22, 2024 meeting as presented with a minor amendment. Mr. Zollner seconded the motion. The motion was then voted upon and approved unanimously. 4 yeas - 0 nays – 0 abstain.

Discussion

Mr. Davison indicated that after the feedback from the last meeting he prepared information on how many accounts are impacted by the rates during the second quarter over the last three fiscal years. The second quarter picks up summer consumption, which usually captures the highest usage. The latest figures during the FY2023 second quarter from October to December 2022 showed there were 5,100 active secondary water accounts, 9,103 active domestic water accounts, and 8,709 active sewer accounts. The number and percentage of accounts with consumption for each step was reviewed. The average Step 1 domestic water use is consistent in all periods shown.

Water and Sewer base charges per bill from surrounding MWRA communities were reviewed. Needham's service fees are $15 per quarter for water and $12 per quarter for sewer. Several communities charge more per quarter, one charges $50 per quarter for water and $50 for sewer. Communities with higher fees usually include a portion of cubic feet usage. Needham's service fees are among the lowest of communities that have fees.

The billed water and sewer consumption are trending downward. Factors contributing to the downward trend in both water and sewer consumption include weather variability, new construction and renovations using water efficient devices. Some residences are not connected to sewer and is reflected in the differences in volume used between water and sewer. As of right now the Town is on track to deplete all retained earnings for water and sewer. Rates have to be increased. The sewer rates will need to be increased over several years due to infrastructure needs and decreasing consumption.

The user rate revenue target for sewer is $10,351,000 and the user rate revenue target for water is $6,789,000. The minimum flat rate for sewer would be $11.73 per hundred cubic feet and the minimum flat rate for water would be $4.92 per hundred cubic feet.

It is reasonable to have the estimated revenue fall between 98.5% to 101.5% of the target revenue. Mr. Davison presented seven water options and nine sewer options.

Seven water options were reviewed including two new options. Option W1 is the current rate structure which produces a shortfall of $86,946.16 and is at the target percentage of 98.7%.

Option W2 proposes a uniform percentage change in all steps by 2.23%, which would produce a surplus of $61,272.12 and a target percentage of 100.9%.

Option W3 proposes an increase in the irrigation step rates by 3.0%, which would produce a surplus of $1,442.59 and a target percentage of 100.0%.

Option W4 proposes an increase of the annual service fee by $4 with no change in the step rates, which would produce a shortfall of $26,946.16 and a target percentage of 99.6%.

Option W5 proposes eliminating the subsidy on the Step 3 domestic water use, which would produce a shortfall of $63,096.00 and a target percentage of 99.1%.

Option W6 (new option) proposes a uniform percentage change in all steps by 2.23% and an increase of the annual service fee by $4, which would produce a surplus of $121,272.12 and a target percentage of 101.8%.

Option W7 (new option) proposes a base charge of $30 per quarter for domestic water that includes the first 300CF for residential and 100CF for commercial, which would produce a surplus of $7,802.10 and a target percentage of 100.1%.

Nine sewer options were reviewed including two new options. Option S1 is the current rate structure which has a shortfall of $774,652.07 and is at the target percentage of 92.5%.

Option S2 proposes a uniform increase in all steps by 6.17%, which would produce a shortfall of $181,777.59 and a target percentage of 98.2%.

Option S3 proposes a flat rate for all steps of $11.73, which would produce a shortfall of $623.95 and a target percentage of 100.0%.

Option S4 proposes an increase in the annual service fee by $4, which would produce a shortfall of $742,652.07 and a target percentage of 92.8%.

Option S5 proposes a flat rate in Steps 1 through 3 of $11.73 but keeps the Step 4 rate at $12.75, which would produce a surplus of $134,380.96 and a target percentage of 101.3%.

Option S6 proposes changing Step 2 and 3 to $11.73 and keeping Step 1 and Step 4 at the current rates, which would produce a shortfall of $388,079.2 and a target percentage of 96.3%.

Option S7 proposes increasing rates by the estimated MWRA assessment increase, which would produce a shortfall of $112,157.41 and a target percentage of 98.9%.

Option S8 (new option) proposes a uniform increase in all steps by 6.9% and an increase in the annual service fee by $4, which would produce a shortfall of $80,157.41 and a target percentage of 99.2%.

Option S9 (new option) proposes a base charge that includes the first 300CF for residential and 100CF for commercial and an increase of 4% to Steps 1, 2 and 3, which would produce a shortfall of $56,090.05 and a target percentage of 99.4%.

The Committee discussed the advantages and disadvantages of the 62 water/sewer scenario combinations. It was determined that the preferred scenarios were 30 (W1 & S7), 31 (W2 & S7), 34 (W5 & S7), 53 (W1 & S8), 54 (W2 & S8) and 57 (W5 & S8).

Mr. Davison will prepare updated options for the next meeting on June 5th.

Documents Agenda, May 22, 2024 Minutes, Utility Charges and Fees, Water & Sewer Rates, Billed Consumption History – Water, Billed Consumption History – Sewer, Percent of Accounts Billed By Step, Water and Sewer Billed Consumption Quarterly, Sewer & Water User Rate Structure Recap – Three Year Trending Average Revenue Target, Water Billable Use By Step, Sewer Billable Use By Step, Water and Sewer Base Charge Per Bill by Community, Block Step Structure, Water Enterprise Options, Sewer Enterprise Options, Water and Sewer Rate Concepts – Cost to Average Customer Consuming 12,000 Cubic Feet, Water and Sewer Rate Concepts – 9,094 C.F. Billed Usage 2021 DEP Needham Average, Water and Sewer Rate Concepts – 2,400 C.F. Billed Usage, Water and Sewer Rate Concepts – Revenue Target Range, Annual Water and Sewer Charges in Selected Communities, Water Enterprise Revenue Based FY20 Consumption, Sewer Enterprise Revenue Based FY20 Consumption

Adjournment

Mr. Burger made a motion that the Committee adjourned at 7:07 PM. Mr. Zollner seconded the motion. The motion was then voted upon and approved unanimously. 4 yeas - 0 nays – 0 abstain.

The next meeting is scheduled for June 5, 2024 at 6:00 PM at the Town Hall.

These notes are intended to convey the content of the discussions at the Committee meeting. If no comments are received by the next meeting, they will go to file as part of the permanent Committee record.

Preliminary

TOWN OF NEEDHAM

Water and Sewer Rate Structure Committee

5-Jun-24

Rate Structure Subsidy

Water Enterprise FY2020 - FY2023 Average **Current Rate Structure**				Target Revenue $6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.43	$215,624.93	$4.92	$0.49	10.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2	31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3	13.0%	5,270,889.00	$6.69	$352,622.47	$4.92	-$1.77	-36.0%
4	41.0%	16,623,573.00	$8.91	$1,481,160.35	$4.92	-$3.99	-81.1%
Grand Total	100.00%	137,892,900		$6,702,053.84			
		-	**Shortfall**	**-$86,946.16**			
			-1.3%	98.7%			

Water Enterprise **Option W2** All Steps Change 2.23%				Target Revenue $6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.37	$951,378.09	$4.92	$1.55	31.5%
2	47.0%	45,753,372.00	$3.61	$1,651,696.73	$4.92	$1.31	26.6%
3	5.0%	4,867,380.00	$4.53	$220,492.31	$4.92	$0.39	7.9%
4	19.0%	18,496,044.00	$5.56	$1,028,380.05	$4.92	-$0.64	-13.0%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.72	$347,878.67	$4.92	-$0.80	-16.3%
2	31.0%	12,569,043.00	$6.17	$775,509.95	$4.92	-$1.25	-25.4%
3	13.0%	5,270,889.00	$6.84	$360,528.81	$4.92	-$1.92	-39.0%
4	41.0%	16,623,573.00	$9.11	$1,514,407.50	$4.92	-$4.19	-85.2%
Grand Total	100.00%	137,892,900		$6,850,272.12			
				$61,272.12			
			0.9%	100.9%			

Water Enterprise **Option W5** No Subsidy at Step 3				Target Revenue $6,789,000.00			
Domestic Step	Step %	97,347,600	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	29.0%	28,230,804.00	$3.30	$931,616.53	$4.92	$1.62	32.9%
2	47.0%	45,753,372.00	$3.53	$1,615,094.03	$4.92	$1.39	28.3%
3	5.0%	4,867,380.00	$4.92	$239,475.10	$4.92	$0.00	0.0%
4	19.0%	18,496,044.00	$5.44	$1,006,184.79	$4.92	-$0.52	-10.6%
Irrigation Step	Step %	40,545,300	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	15.0%	6,081,795.00	$5.60	$340,580.52	$4.92	-$0.68	-13.8%
2	31.0%	12,569,043.00	$6.04	$759,170.20	$4.92	-$1.12	-22.8%
3	13.0%	5,270,889.00	$6.69	$352,622.47	$4.92	-$1.77	-36.0%
4	41.0%	16,623,573.00	$8.91	$1,481,160.35	$4.92	-$3.99	-81.1%
Grand Total	100.00%	137,892,900		$6,725,904.00			
			Shortfall	**-$63,096.00**			
			-0.9%	99.1%			

Sewer Enterprise				Target Revenue			
Option S7							
Increase Rates by the Estimated Assessment Increase 6.				$10,351,000.00			
Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$10.50	$2,872,163.18	$11.73	$1.23	10.5%
2	49.0%	43,236,865.00	$11.59	$5,011,152.65	$11.73	$0.14	1.2%
3	5.0%	4,411,925.00	$12.50	$551,490.63	$11.73	-$0.77	-6.6%
4	15.0%	13,235,775.00	$13.63	$1,804,036.13	$11.73	-$1.90	-16.2%
	100.00%	88,238,500.00		$10,238,842.59			
			Shortfall	**-$112,157.41**			
			-1.1%	98.9%			

Sewer Enterprise				Target Revenue			
Option S8 (New Option) - Combines S4 & S7							
All Steps 6.9%	Annual Base Charge Increase by $4			$10,319,000.00			
Step	Step %	88,238,500	Rate Per HCF	Revenue	Flat Rate	Subsidy	
1	31.0%	27,353,935.00	$10.50	$2,872,163.18	$11.73	$1.23	10.5%
2	49.0%	43,236,865.00	$11.59	$5,011,152.65	$11.73	$0.14	1.2%
3	5.0%	4,411,925.00	$12.50	$551,490.63	$11.73	-$0.77	-6.6%
4	15.0%	13,235,775.00	$13.63	$1,804,036.13	$11.73	-$1.90	-16.2%
	100.00%	88,238,500.00		$10,238,842.59			
			Shortfall	**-$80,157.41**			
			-0.8%	99.2%			

Alternative A

Water Rate Structure: Retained Current Rate Structure
Sewer Rate Structure: Option S7 All Step Rates Increased by 6.9%; No change to basic service fees

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative A	$488.88		$375.50		$139.20	
Current Annual	$488.88		$375.50		$139.20	
Change	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%
Sewer						
Alternative A	$1,423.56		$1,075.83		$300.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$89.04	6.7%	$66.52	6.6%	$16.32	5.8%
Combined Water and Sewer						
Alternative A	$1,912.44		$1,451.33		$439.20	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$89.04	4.9%	$66.52	4.8%	$16.32	3.9%

Alternative B

Water Rate Structure: Retained Current Rate Structure
Sewer Rate Structure: Option S8 All Step Rates Increased by 6.9%; Increase annual basic service fee by $4

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative B	$488.88		$375.50		$139.20	
Current Annual	$488.88		$375.50		$139.20	
Change	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%
Sewer						
Alternative B	$1,427.56		$1,079.83		$304.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$93.04	7.0%	$70.52	7.0%	$20.32	7.2%
Combined Water and Sewer						
Alternative B	$1,916.44		$1,455.33		$443.20	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$93.04	5.1%	$70.52	5.1%	$20.32	4.8%

Alternative C

Water Rate Structure — Option W2 All Steps Change 2.23%; No change to service fees
Sewer Rate Structure — Option S7 All Step Rates Increased by 6.9%; No change to basic service fees

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative C	$498.48		$382.53		$140.88	
Current Annual	$488.88		$375.50		$139.20	
Change	$9.60	2.0%	$7.03	1.9%	$1.68	1.2%
Sewer						
Alternative C	$1,423.56		$1,075.83		$300.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$89.04	6.7%	$66.52	6.6%	$16.32	5.8%
Combined Water and Sewer						
Alternative C	$1,922.04		$1,458.36		$440.88	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$98.64	5.4%	$73.55	5.3%	$18.00	4.3%

Alternative D

Water Rate Structure — Option W2 All Steps Change 2.23%; No change to service fees
Sewer Rate Structure — Option S8 All Step Rates Increased by 6.9%; Increase annual basic service fee by $4

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative D	$498.48		$382.53		$140.88	
Current Annual	$488.88		$375.50		$139.20	
Change	$9.60	2.0%	$7.03	1.9%	$1.68	1.2%
Sewer						
Alternative D	$1,427.56		$1,079.83		$304.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$93.04	7.0%	$70.52	7.0%	$20.32	7.2%
Combined Water and Sewer						
Alternative D	$1,926.04		$1,462.36		$444.88	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$102.64	5.6%	$77.55	5.6%	$22.00	5.2%

Alternative E

Water Rate Structure — Option W5 No Subsidy at Step 3; All other rates and steps remain the same
Sewer Rate Structure — Option S7 All Step Rates Increased by 6.9%; No change to basic service fees

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative E	$494.76		$375.50		$139.20	
Current Annual	$488.88		$375.50		$139.20	
Change	$5.88	1.2%	$0.00	0.0%	$0.00	0.0%
Sewer						
Alternative E	$1,423.56		$1,075.83		$300.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$89.04	6.7%	$66.52	6.6%	$16.32	5.8%
Combined Water and Sewer						
Alternative E	$1,918.32		$1,451.33		$439.20	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$94.92	5.2%	$66.52	4.8%	$16.32	3.9%

Alternative F

Water Rate Structure — Option W5 No Subsidy at Step 3; All other rates and steps remain the same
Sewer Rate Structure — Option S8 All Step Rates Increased by 6.9%; Increase annual basic service fee by $4

Water	12,000 C.F.		9,094 C.F.		2,400 C.F.	
Alternative F	$494.76		$375.50		$139.20	
Current Annual	$488.88		$375.50		$139.20	
Change	$5.88	1.2%	$0.00	0.0%	$0.00	0.0%
Sewer						
Alternative F	$1,427.56		$1,079.83		$304.00	
Current Annual	$1,334.52		$1,009.31		$283.68	
Change	$93.04	7.0%	$70.52	7.0%	$20.32	7.2%
Combined Water and Sewer						
Alternative F	$1,922.32		$1,455.33		$443.20	
Current Annual	$1,823.40		$1,384.81		$422.88	
Change	$98.92	5.4%	$70.52	5.1%	$20.32	4.8%

Percent of Accounts Billed by Step

Residential	Secondary Water (Irrigation)				Domestic Water				Sewer			
Billed Jan - Mar 2023 (FY2023)	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**
Accounts	4,955				8,891				8,507			
Accounts With Step 1 Consumption	1,502	4,385,853	390	30.3%	8,847	38,273,709	578	99.5%	8,460	36,676,781	580	99.4%
Accounts With Step 2 Consumption	646	4,741,968	981	13.0%	7,880	59,822,549	1,015	88.6%	7,541	57,001,639	1,011	88.6%
Accounts With Step 3 Consumption	162	1,114,804	920	3.3%	818	4,396,632	719	9.2%	741	3,834,472	692	8.7%
Accounts With Step 4 Consumption	99	3,464,474	4,678	2.0%	206	4,228,758	2,744	2.3%	176	3,323,491	2,525	2.1%
Total Gallons-->		**13,707,100**				**106,721,648**				**100,836,384**		

Residential	Secondary Water (Irrigation)				Domestic Water				Sewer			
Billed Oct - Dec 2022 (FY2023)	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**
Accounts	5,100				9,103				8,709			
Accounts With Step 1 Consumption	4,414	18,646,892	565	86.5%	8,926	39,252,990	588	98.1%	8,555	37,599,058	588	98.2%
Accounts With Step 2 Consumption	3,853	49,268,277	1,709	75.5%	8,139	72,844,062	1,197	89.4%	7,801	68,508,348	1,174	89.6%
Accounts With Step 3 Consumption	2,428	22,845,169	1,258	47.6%	1,601	11,046,277	922	17.6%	1,384	8,829,347	853	15.9%
Accounts With Step 4 Consumption	1,674	71,442,714	5,706	32.8%	607	20,105,402	4,428	6.7%	433	8,777,960	2,710	5.0%
Total Gallons-->		**162,203,052**				**143,248,732**				**123,714,712**		

Percent of Accounts Billed by Step

Residential	Secondary Water (Irrigation)				Domestic Water				Sewer			
Billed Oct - Dec 2021 (FY2022)	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**
Accounts	5,098				9,274				8,830			
Accounts With Step 1 Consumption	4,119	16,536,784	537	80.8%	9,086	39,877,466	587	98.0%	8,662	38,055,338	587	98.1%
Accounts With Step 2 Consumption	3,238	37,756,796	1,559	63.5%	8,141	67,996,506	1,117	87.8%	7,769	63,768,062	1,097	88.0%
Accounts With Step 3 Consumption	1,632	14,425,928	1,182	32.0%	1,149	7,707,616	897	12.4%	956	5,771,044	807	10.8%
Accounts With Step 4 Consumption	987	32,123,608	4,351	19.4%	390	13,330,976	4,570	4.2%	245	4,916,724	2,683	2.8%
Total Gallons-->		**100,843,116**				**128,912,564**				**112,511,168**		

Residential	Secondary Water (Irrigation)				Domestic Water				Sewer			
Billed Oct - Dec 2020 (FY2021)	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**	**Count**	**Gallons**	**Average CF**	**% of Acc at Step**
Accounts	5,012				9,284				8,859			
Accounts With Step 1 Consumption	4,385	18,693,268	570	87.5%	9,084	40,048,010	589	97.8%	8,673	38,236,354	589	97.9%
Accounts With Step 2 Consumption	3,886	51,939,624	1,787	77.5%	8,217	80,194,890	1,305	88.5%	7,926	75,320,922	1,270	89.5%
Accounts With Step 3 Consumption	2,642	25,001,152	1,265	52.7%	1,894	13,199,432	932	20.4%	1,648	10,767,684	874	18.6%
Accounts With Step 4 Consumption	1,822	71,941,892	5,279	36.4%	704	21,174,504	4,021	7.6%	510	7,779,320	2,039	5.8%
Total Gallons-->		**167,575,936**				**154,616,836**				**132,104,280**		

Annual Water and Sewer Charges in Selected Communities
Receiving Services from the MWRA
Cost to Average Customer Consuming 12,000 Cubic Feet

Community		Dec-18	Dec-19	Dec-20	Dec-21	Dec-22	Dec-23	One Year Change	Three Year Change	Five Year Change
Belmont		$2,500	$2,500	$2,500	$2,500	$2,500	$2,524	1.0%	1.0%	1.0%
Cambridge	*	$1,750	$1,766	$1,938	$2,066	$2,208	$2,327	5.4%	20.1%	33.0%
Canton	*	$1,716	$1,716	$1,804	$1,804	$1,804	$1,911	5.9%	5.9%	11.4%
Dedham	**	$1,567	$1,579	$1,592	$1,611	$1,624	$1,624	0.0%	2.0%	3.6%
Framingham		$1,810	$1,855	$1,855	$2,035	$2,361	$2,361	0.0%	27.3%	30.4%
Lexington		$1,638	$1,759	$1,827	$1,827	$1,939	$2,122	9.4%	16.2%	29.6%
Melrose		$2,351	$2,371	$2,371	$2,371	$2,492	$2,580	3.5%	8.8%	9.7%
Milton		$2,178	$2,298	$2,353	$2,376	$2,414	$2,608	8.0%	10.8%	19.8%
Natick	**	$1,596	$1,596	$1,792	$1,891	$1,891	$2,155	14.0%	20.2%	35.1%
Newton		$2,319	$2,360	$2,454	$2,454	$2,550	$2,638	3.5%	7.5%	13.8%
Norwood		$1,542	$1,625	$1,693	$1,806	$1,806	$1,947	7.8%	15.0%	26.2%
Stoughton	*	$1,778	$1,825	$1,825	$1,825	$1,825	$2,233	22.3%	22.3%	25.6%
Wakefield	*	$2,003	$2,150	$2,150	$2,204	$2,601	$2,672	2.7%	24.3%	33.4%
Waltham		$1,123	$1,123	$1,123	$1,123	$1,123	$1,141	1.6%	1.6%	1.6%
Watertown		$1,570	$1,633	$1,775	$1,831	$1,831	$2,116	15.6%	19.2%	34.8%
Wellesley	*	$1,575	$1,575	$1,618	$1,618	$1,918	$1,918	0.0%	18.5%	21.8%
Westwood	*	$1,461	$1,474	$1,506	$1,524	$1,557	$1,594	2.4%	5.9%	9.1%
Weymouth	**	$1,693	$1,740	$1,778	$1,780	$1,780	$1,934	8.7%	8.8%	14.3%
Group Average		$1,787	$1,830	$1,886	$1,925	$2,012	$2,134	6.0%	13.1%	19.4%
MWRA Communities A		$1,603	$1,662	$1,706	$1,764	$1,819	$1,920	5.5%	12.5%	19.7%
Needham	*	$1,653	$1,698	$1,698	$1,698	$1,777	$1,823	2.6%	7.4%	10.3%

* = Partial water service from MWRA
** = Sewer service only
Source: MWRA Annual Water and Sewer Retail Rate Surveys

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	Application for a Change of Manager for an All-Alcohol License – 365 Management Company, LLC d/b/a Residence Inn by Marriott Boston Needham
Presenter(s)	Jeff Terwilliger, Proposed Manager of Record

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

Residence Inn by Marriott Boston Needham, 80 B Street, has submitted an application for a Change of Manager. Our review indicates that Jeff Terwilliger meets the statutory requirements to serve as a manager of a facility licensed to dispense alcohol. The requisite filing materials appear to be in order.

2.	**VOTE REQUIRED BY SELECT BOARD**

Suggested Motion: Move that the Select Board, as Local Licensing Authority, approve and sign an application for a Change of Manager to Jeff Terwilliger for Residence Inn by Marriott Boston Needham, 80 B Street, and to forward this application to the ABCC for approval.

3.	**BACK UP INFORMATION ATTACHED**

a. Amendment Application for a Change of Manager
b. Applicant Statement
c. Entity Vote
d. Payment Receipt

All other documents related to these transactions are on file in the Office of the Town Manager.

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

AMENDMENT-Change of Manager

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make $200.00 payment here: ABCC PAYMENT WEBSITE

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY) 0753-HT-0770

ENTITY/ LICENSEE NAME 365 Management Company LLC

ADDRESS 80 B Street

CITY/TOWN Needham **STATE** MA **ZIP CODE** 02494

For the following transactions (Check all that apply):

- ☐ New License
- ☐ Transfer of License
- ☒ Change of Manager
- ☐ Change of Officers/ Directors/LLC Managers
- ☐ Change of Location
- ☐ Alteration of Licensed Premises
- ☐ Change Corporate Name
- ☐ Change of Ownership Interest (LLC Members/ LLP Partners, Trustees)
- ☐ Change of Class (i.e. Annual / Seasonal)
- ☐ Change of License Type (i.e. club / restaurant)
- ☐ Change of Category (i.e. All Alcohol/Wine, Malt)
- ☐ Issuance/Transfer of Stock/New Stockholder
- ☐ Other
- ☐ Change Corporate Structure (i.e. Corp / LLC)
- ☐ Pledge of Collateral (i.e. License/Stock)
- ☐ Management/Operating Agreement
- ☐ Change of Hours
- ☐ Change of DBA

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

AMENDMENT-Change of Manager

☒ **Change of License Manager**

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
365 Management Company, LLC	Needham	0753-HT-0770

2. APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Isaac Barnhill	Licensing Consultant	ibarnhill@bluebonnetconsulting.com	972-865-4625

3A. MANAGER INFORMATION

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name: Jeff Terwilliger Date of Birth: [redacted] SSN: [redacted]

Residential Address: [redacted]

Email: bosnh-gm@sbcos.com Phone: 781-444-5750

Please indicate how many hours per week you intend to be on the licensed premises: 45+ Last-Approved License Manager: Artem Dinov

3B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen?* ◉ Yes ○ No *Manager must be U.S. citizen

If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.

Have you ever been convicted of a state, federal, or military crime? ○ Yes ◉ No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

3C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
8/2022	2/2024	Regional VP of Operations	Jamsan Hotel Management	Ashok Patel
3/2019	8/2022	General Manager	700 Taunton LLC- Jamsan Hotel Mgmt	Steven Merrill

3D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? ○ Yes ◉ No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature: [signature] Date: 6/6/2024

APPLICANT'S STATEMENT

I, Navin Dimond the: ☐ sole proprietor; ☐ partner; ☐ corporate principal; ☒ LLC/LLP manager

Authorized Signatory

of 365 Management Company, LLC

Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

(1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;

(2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;

(3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;

(4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;

(5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;

(6) I understand that all statements and representations made become conditions of the license;

(7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;

(8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and

(9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

(10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: [signature] Date: 5-14-2024

Title: Manager

ENTITY VOTE

The Board of Directors or LLC Managers of 365 Management Company, LLC
Entity Name

duly voted to apply to the Licensing Authority of Needham and the
City/Town

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on 5/14/24
Date of Meeting

For the following transactions (Check all that apply):

- [x] Change of Manager
- [ ] Other

"VOTED: To authorize Navin Dimond
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint Jeff Terwilliger
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,

Corporate Officer /LLC Manager Signature

Navin C. Dimond

(Print Name)

For Corporations ONLY
A true copy attest,

Corporation Clerk's Signature

Allison Smith

(Print Name)

ALLISON SMITH
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20214041321
MY COMMISSION EXPIRES OCTOBER 19, 2025

Your Information Payment Receipt

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.

Transaction Processed Successfully.
INVOICE #: 95e82f39-fa48-447a-af3a-a0ff2373ffc1

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	365 Management Company LLC	$200.00
		$200.00

Total Convenience Fee: $4.70

Date Paid: 5/31/2024 11:11:36 AM EDT

Total Amount Paid: $204.70

Payment On Behalf Of

License Number or Business Name:
365 Management Company LLC

Fee Type:
FILING FEES-RETAIL

Billing Information

First Name:
Elise

Last Name:
Turner

Address:
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City:
Dalllas

State:
TX

Zip Code:
75230

Email Address:
ibarnhill@bluebonnetconsulting.com

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	Needham Art Association Public Art Project
Presenter(s)	Charly Nanda, Needham Art Association J.P. Cacciaglia, Economic Development Manager

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

The Needham Art Association (NAA) is planning a program to place decorative banners at several outdoor locations across Needham in celebration of their 75th anniversary. The banners feature art designed by local artists and will be placed on fences between fall 2024 and spring 2025, with banners being rotated across eight planned locations, six of which are on Town property.

Four locations are located on property under the jurisdiction of other elected bodies, and have been approved by said bodies:

- Harris Avenue/Pollard Middle School (Approved by the School Department)
- Mills Field (Approved by the Park and Recreation Commission)
- Greene's Field (Approved by the Park and Recreation Commission)
- Cricket Field (Approved by the Park and Recreation Commission)

The final two locations are located on Town property under the jurisdiction of the Select Board:

- Nehoiden Street & May Street
- Rosemary Street near Highland Avenue (adjacent to the Sudbury Farms parking lot)

Having received approval from the two other entities that will host the banner program, the NAA is asking for the Select Board's approval to use the two remaining proposed fence segments.

2.	**VOTE REQUIRED BY SELECT BOARD**

Recommended Motion: To approve the placement of art from the Needham Art Association's 75th Anniversary Banner Program on areas of fence at Nehoiden Street and May Street, and Rosemary Street and Highland Avenue as depicted in the Association's presentation to this Board, to be displayed from September 2024 through April 2025.

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

3.	**BACK UP INFORMATION ATTACHED**
a) Needham Art Association 75th Anniversary Banner Presentation	

Needham Art Association ART OUTSIDE

To celebrate the 75th anniversary of the founding of Needham Art Association, "Art Outside" will reproduce original artwork by members of NAA on vinyl banners that will be displayed on fences throughout the town. It is our goal to hang between 24 and 40 banners on fences at eight locations. Each fence would have three to five banners, and they would be rotated every two months. This project is based on a similar program in Newton called "FenceART," which has been running since 2015.

Our first step in this project was to preview it with then-SB Chair Marianne Cooley and the Town Manager to determine both feasibility and general support. We received enthusiastic encouragement to move foward with the project and apply for a grant from the Needham Council for Arts and Culture, which we were awarded in January.

We are currently seeking approval to install the banners on Town-owned fences, two of which are under the purview of the Select Board. (This follows inquiries to the DPW, who have deferred judgement to the Town Manager.)
• Nehoiden & May
• Rosemary Street (near Sudbury Farms)

Three additional fences have been approved by the Park & Recreation Commission:
• Mills Field
• Cricket Field
• Greene's Field

And one has been approved by the School Department:
• Harris Ave (in front of Pollard Middle School)

Two private locations have also been secured:
• Hunnewell Street (Bullfinch Group)
• Chapel Street (The Gatto Agency)

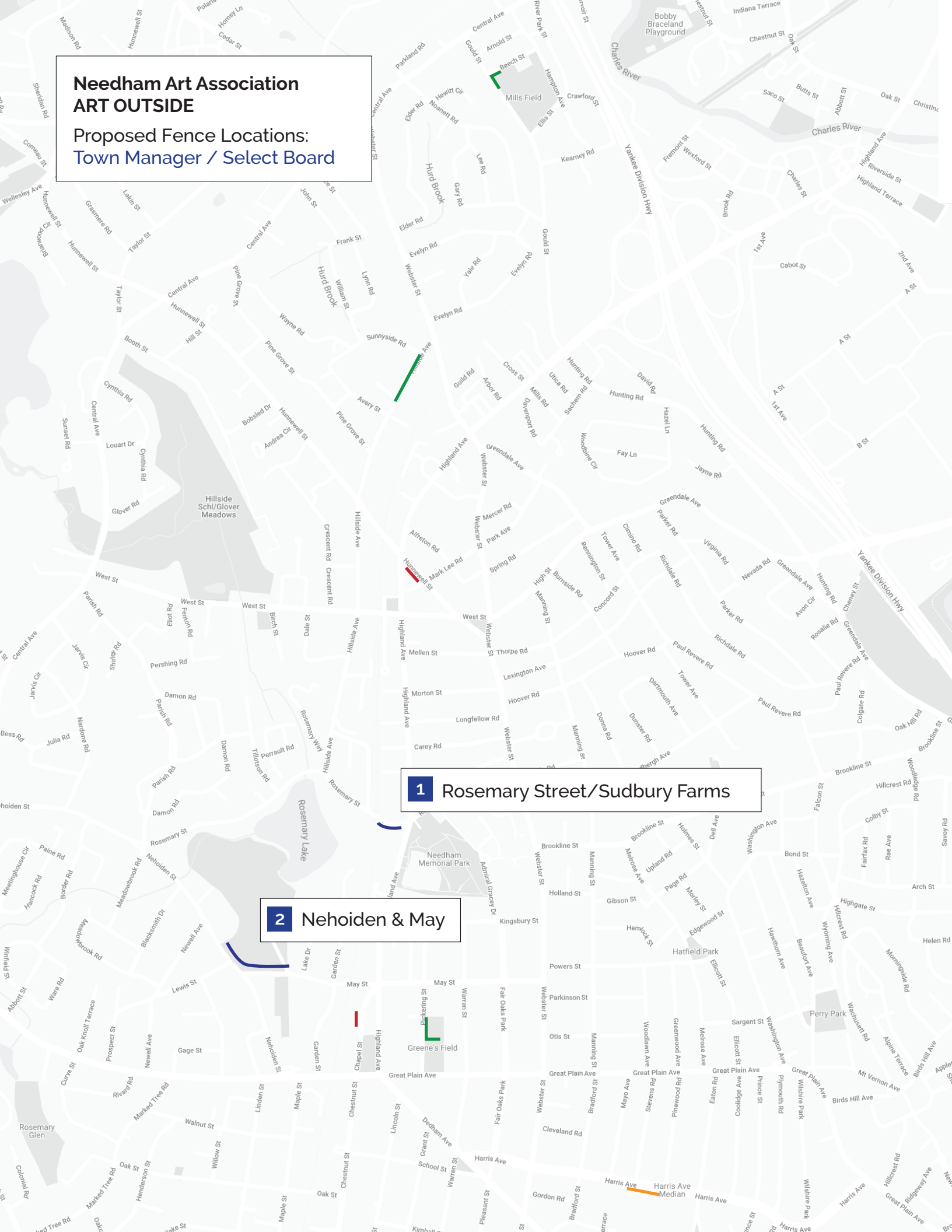
We can not move forward with the project until we have confirmed all of our locations.

PROJECT STEPS

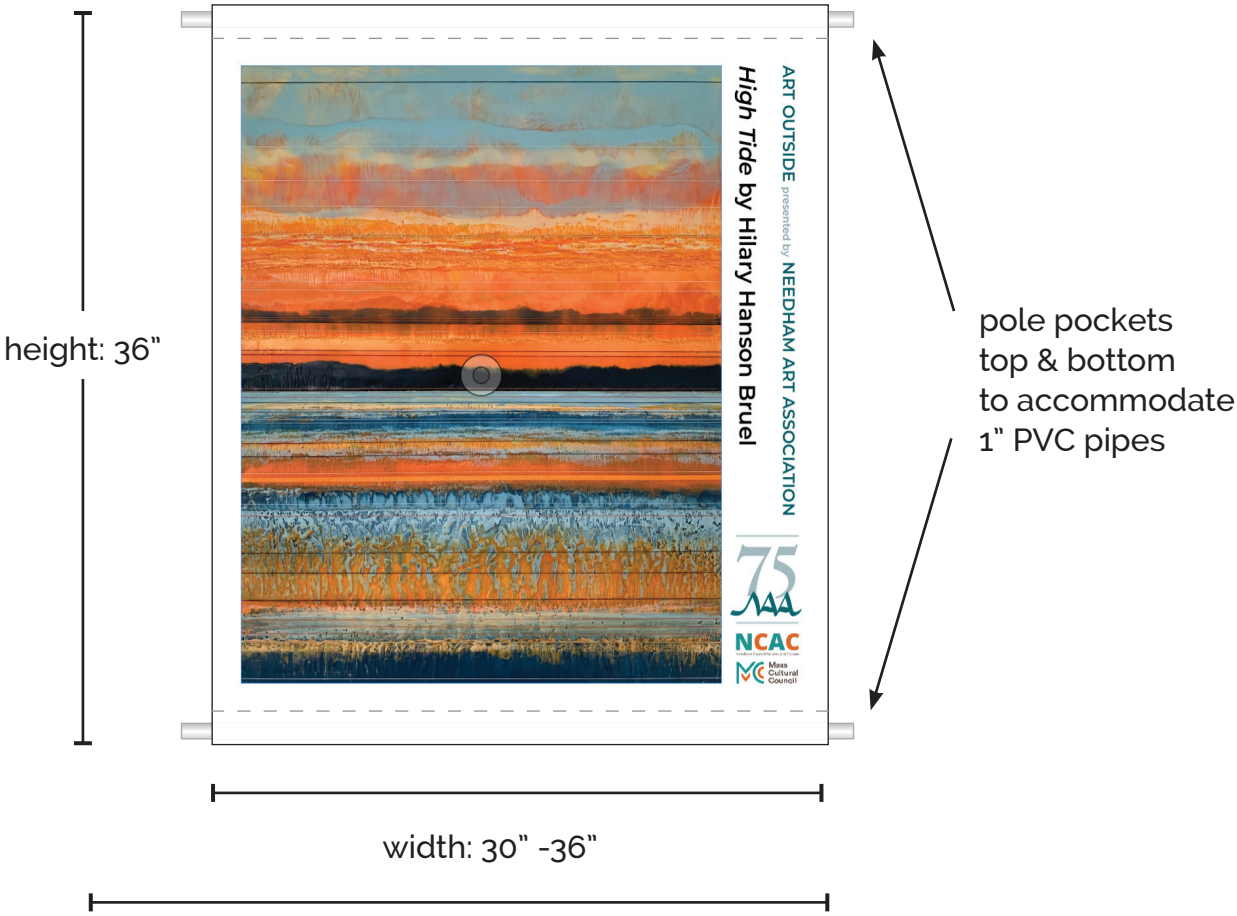
- [x] Consult with Town leadership to determine feasibility and support (October 2023)
- [x] Apply for a NCAC grant to fund the project (October 2023 – January 2024)
- [ ] Secure permission for fence locations throughout Needham (February – present)
- [ ] Present proposed locations and installation method to Design Review Board (June)
- [x] Solicit art submissions from NAA members (May – June)
- [ ] Photograph artwork, design and produce banners (July – August)
- [ ] Install banners by September 1

Needham Art Association
ART OUTSIDE

Proposed Fence Locations:
Town Manager / Select Board



Banner Specifications



material:

- Vinyl for outdoor use
- 18 oz Matte Vinyl
  with 1000 x 1000 Denier
- Tear-resistant
- Waterproof & fade resistant
- Designed to stand up
  to extreme conditions

vendor:

- halfpricebanners.com

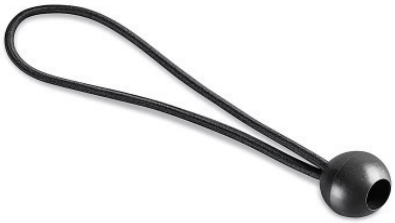
Banner Attachment

The banners will be suspended from PVC pipes with holes drilled for hanging. We will follow the guidance of the Design Review Board for attachment, but possibilities include:

Reusable zip ties

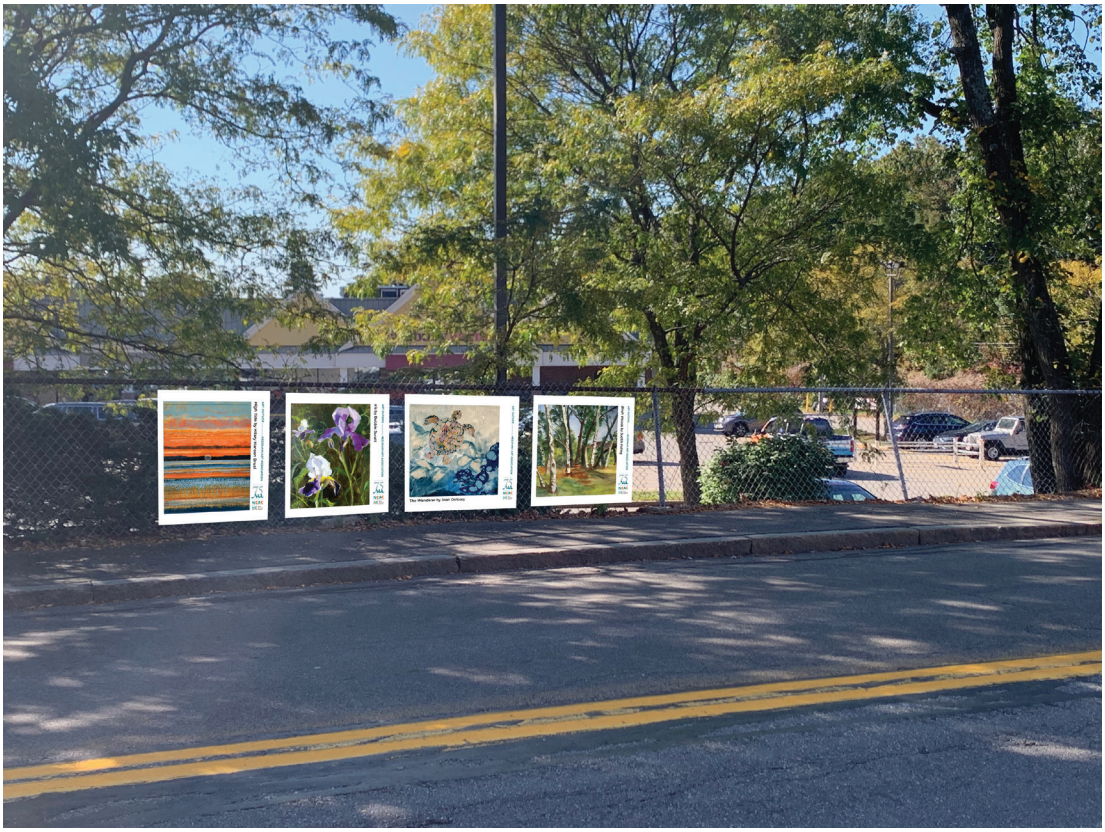
Reusable outdoor rubber twist-ties

Bungee balls



Example:
A Newton FenceART banner hung with a combination of twist ties (top) and bungee balls (bottom)

Mock-up: Rosemary / Sudbury Farms

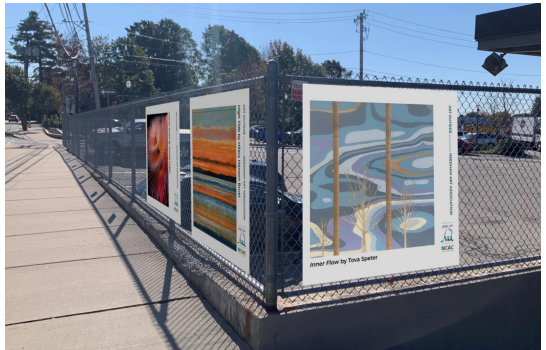


Mock-up: Nehoiden & May

Art Outside

To celebrate the 75th anniversary of the founding of Needham Art Association, “Art Outside” will reproduce original artwork by members of NAA on vinyl banners that will be displayed on fences throughout the town.

- 24 - 40 total banners
- Eight locations with three to five banners each
- Rotated every two months
- Installed September 1, 2024 - June 30, 2025



NEEDHAM ART ASSOCIATION

Project Steps

✓	Consult with Town leadership to determine feasibility and support	October 2023
✓	Apply for an NCAC grant to fund the project	October 2023 – January 2024
	Secure permission for fence locations	February – present
✓	Solicit art submissions from NAA members	May 28 – June 23
	Present proposed locations, design, and installation method to Design Review Board	June 24
	Photograph artwork, design and produce banners	July – August
	Install banners	September 1

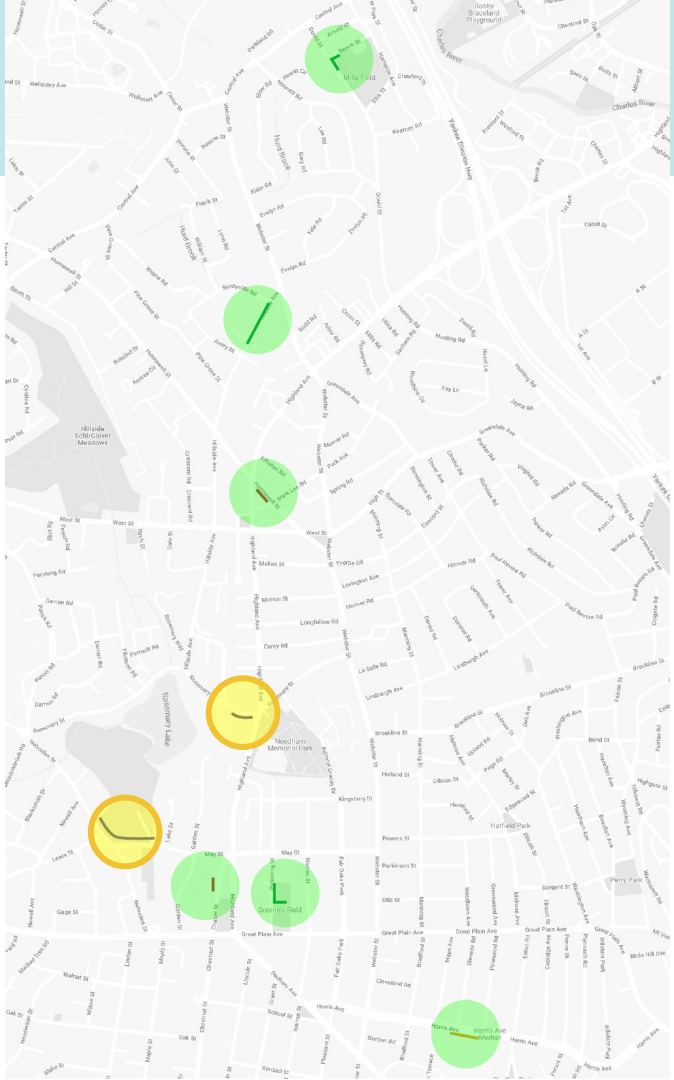
Fence Locations

Six approved fences:

- Mills Field (P&RC)
- Cricket Field (P&RC)
- Greene's Field (P&RC)
- Harris Ave/Pollard (NPS)
- Hunnewell Street (Bullfinch Group)
- Chapel Street (The Gatto Agency)

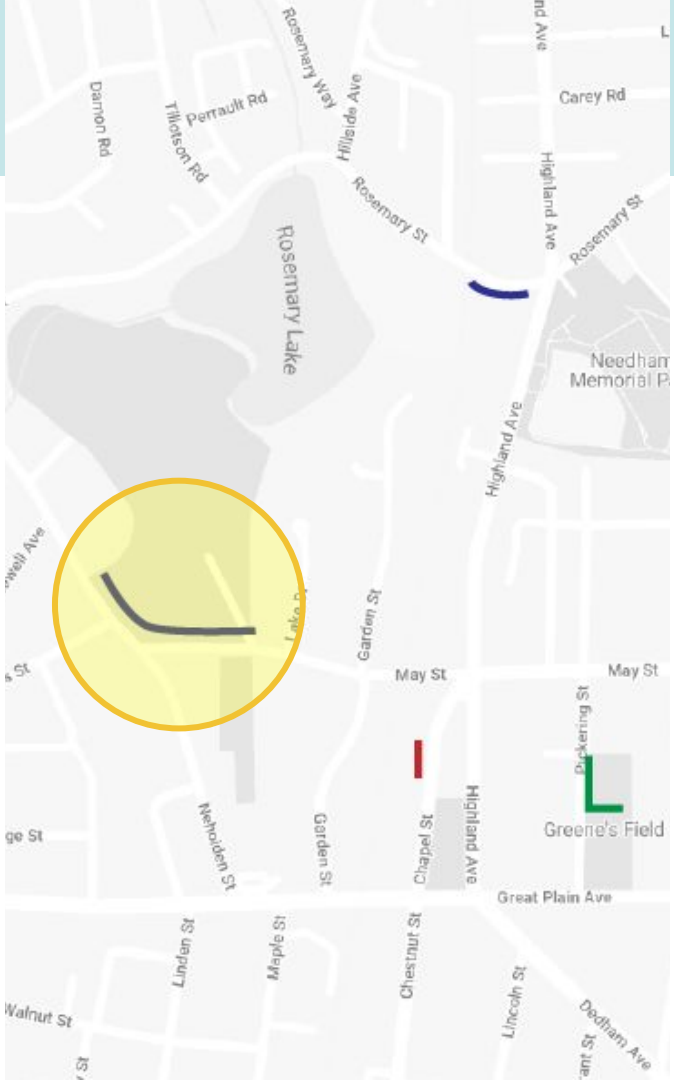
Two needing approval from Select Board:

- Nehoiden & May
- Rosemary Street/Sudbury Farms



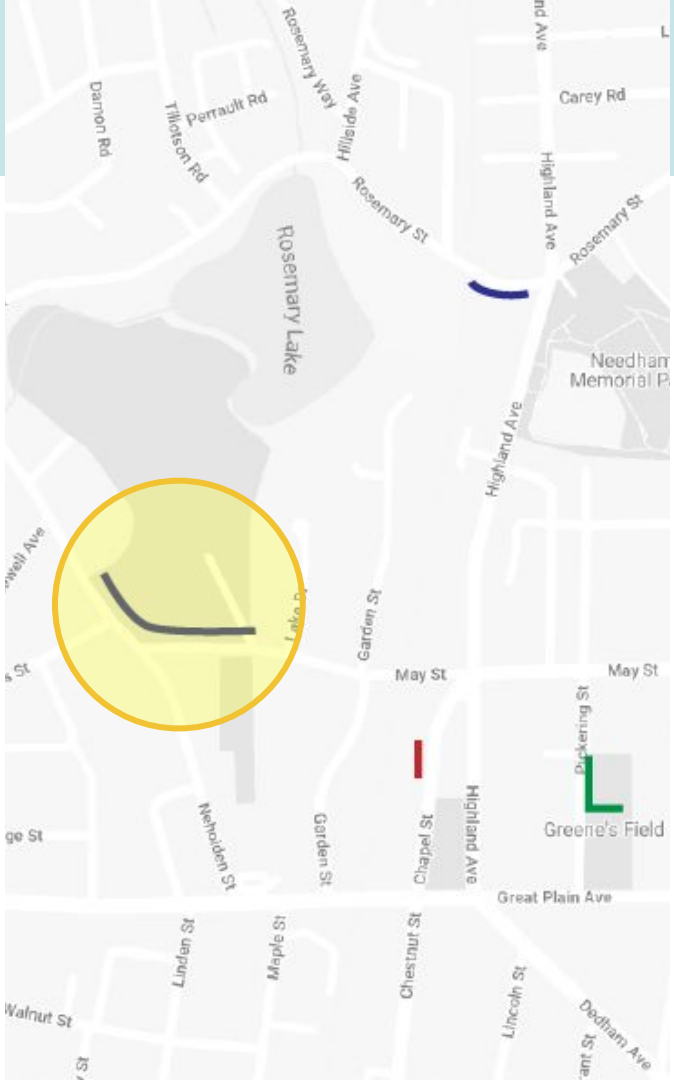
NEEDHAM ART ASSOCIATION

Nehoiden & May



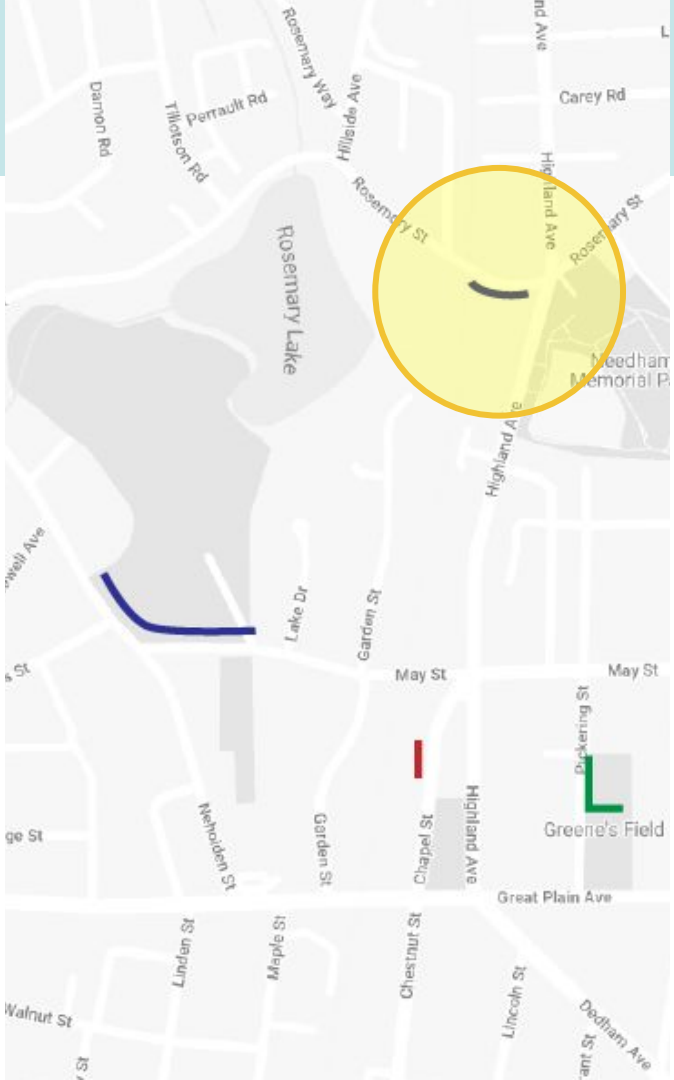
NEEDHAM ART ASSOCIATION

Nehoiden & May



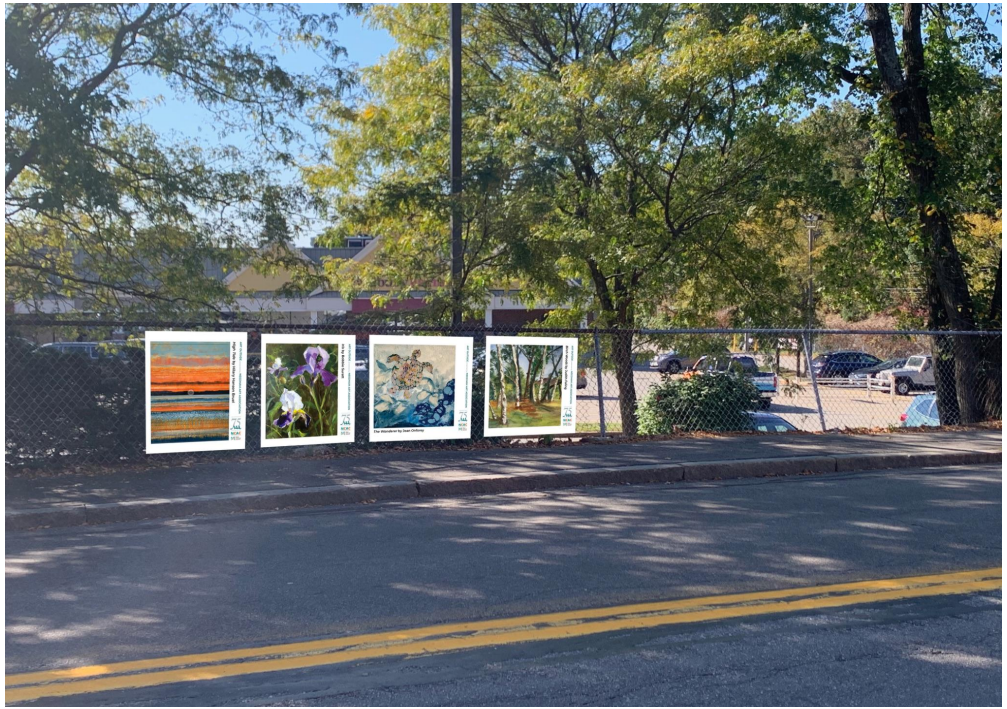
NEEDHAM ART ASSOCIATION

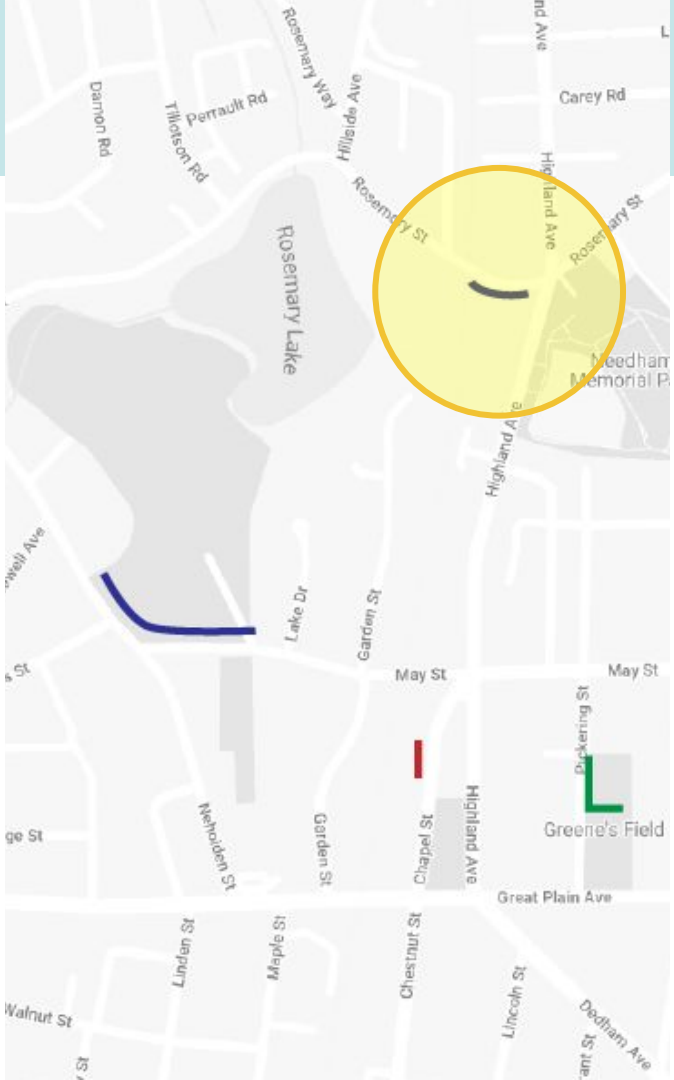
Rosemary / Sudbury Farms



NEEDHAM ART ASSOCIATION

Rosemary / Sudbury Farms





NEEDHAM ART ASSOCIATION

Project Steps

✓	Consult with Town leadership to determine feasibility and support	October 2023
✓	Apply for an NCAC grant to fund the project	October 2023 – January 2024
	Secure permission for fence locations	February – present
✓	Solicit art submissions from NAA members	May 28 – June 23
	Present proposed locations, design, and installation method to Design Review Board	June 24
	Photograph artwork, design and produce banners	July – August
	Install banners	September 1

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	Needham Community Action Network: Planter Art Mosaic – Go With the Flow
Presenter(s)	Charly Nanda, Needham Community Action Network J.P. Cacciaglia, Economic Development Manager

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

Charly Nanda will present mosaics the Needham Community Action Network's (NCAN) proposed mosaic display, "Go With the Flow," to be donated to the Town to affixed to planters located on Haddock/McLeod Plaza on Chestnut Street.

"Go With the Flow" was a workshop series that engaged various community members led by Needham teens culminating in the creation of 8 mosaic panels. This project was led by professional Needham artists Tova Speter, with Audrey Markoff and Emily Bhargava, and included teen guidance from Needham High School Greater Boston Project class.

The project included five opportunities for engagement inviting the general public to participate, focusing on youth ages 11-18 and older adults via the Center at the Heights. The project was organized by Charly Nanda from NCAN in collaboration with Youth & Family Services, Police Department, and Department of Public Works.

2.	**VOTE REQUIRED BY SELECT BOARD**

Recommended Motion: To accept the donation of Mosaic Tile Panels from Needham Community Action Network with an approximate value of $3,900 for labor and materials to affix to the planters on Haddock/McLeod Plaza.

3.	**BACK UP INFORMATION ATTACHED**

a) NCAN Project Overview

Go With the Flow

A Community Public Art Mosaic Project

Sample Mosaic Panel Insert

Community Workshops

Supported by:

NeedhamCAN

Middlesex Savings Bank® right there with you

KATIE KLEIN ORTHODONTICS

NEEDHAM YOUTH & FAMILY SERVICES

SHERWIN WILLIAMS.

2024 Workshop Schedule

DATE	WORKSHOP TITLE	TIME	PARTNER
March 19	Designed For Teens by Teens	3:30-5:00 pm	NHS, NYFS & NCAN
April 10	Intergenerational Mosaics	3:30-5:30 pm	Crafts with Kelly the Cop
May 4- 5	Drop- In Mosaic Event	11:00-4:00 pm	Needham Open Studios
May 23	Community Mosaic Event	3:30-5:00 pm	Katie Klein Orthodontics

We respectfully request permission to install 8 mosaic panels onto the two planters located outdoors at Haddock & McCloud Plaza.

Starting in the Fall of 2023 the need for revitalizing the area in front of 23 Chestnut Street had been requested by multiple small business owners. With input from the Town's Economic Development Director our artist team began to research this location as an area that would benefit from Creative Placemaking including Public Art. By reaching out to community partners we have designed a public art project that will create a more inclusive and welcoming gathering space.

The "Go With the Flow" workshop series engages various community members led by Needham Teens culminating in the creation of 8 mosaic panels that will be inserted into the four sides of the two planters located at the plaza.

Mosaic art is a mindful and meditative art practice that is easily accessible for all ages and offers participants an opportunity to be a part of something larger than themselves. Research has shown that the act of making art is empowering and contributes to a happy life. The communal aspect of the creation builds connection and reinforces the idea that we all have a part to play in our community.

Project Scope

- **Paint 2 planters with concrete paint (35 x 29.5")**
- **Install 8 Mosaic Panels - 4 sides each planter (26.5 x 11.5")**

Community Engagement

Led by professional Needham artists Tova Speter, with Audrey Markoff and Emily Bhargava the project includes Teen involvement from NHS's Greater Boston Project. Five community events focused on youth ages 11-18, Seniors 75+ and the general public. The administration of this project is organized by Charly Nanda from the Needham Community Action Network, Needham Youth & Family Services (Sara Shine & Alyssa Cellucci), Needham Police Department (Officer Kelley Scolponeti), Parks & Forestry Department (Ed Olsen), with endorsement from the Needham Community Revitalization Trust Fund (Paul Good), Needham Council for Arts & Culture (April 30th) and approval by the Design Review Board (May 20.)

Workshop Schedule

- **Teen Kick-Off Design Workshop.** On March 19th 20 students attended a session at the CATH to share ideas for the mosaic theme, patterns and colors. Participants also made mini mosaics to take home. Designs were finalized and submitted. Sponsored and programmed with NHS's Greater Boston Students, NYFS & NCAN.

Total Budget: $3,900

Labor: $3,000
Materials: $900
Support Secured: Katie Klein Orthodontics, NCAN, Middlesex Bank, NYFS, Sherwin Williams.

- **Intergenerational Mosaic Workshop** - On April 10th from 3:30-5:30 pm, in partnership with "Crafts With Kelley the Cop," thirty Seniors and teens at the CATH cemented and tiled the mosaic panels.
- On May 4th and 5th from 11:00-4:00 pm the general public attended Gorse Mills Studios during **Needham Open Studios** to complete 2 more mosaic panels.
- On May 28th from 3:30-5:00 pm there was **Outdoor Community Mosaic Workshop** for the general public sponsored by Katie Klein Orthodontics.
- **A Public Celebration is planned for June 10th from 5-6 pm to honor all of the collaborative partners who came together to install this artwork.**

Go With the Flow

Community Public Art Mosaic Project

Site-Specific Installation at Haddock & McCloud Plaza

Before

After

Community Partners, Support & Approval Timeline:

Needham Community Action Network (Nov 2023)
Needham Community Revitalization Trust Fund (Nov 2023)
Needham Youth & Family Services (Jan 2024)
Needham Parks & Forestry Department (Jan 2024)
Needham Police Department (Feb 2024)
Needham Council for Arts & Culture (Endorsed April 30, 2024)
Design Board Approval (May 20, 2024)
Installation and Celebration (June 2024)

8 Mosaic Panels Inserts

"Go With the Flow" theme was chosen for Mental Health Awareness Month.

6 Community Events

DATE	WORKSHOP TITLE	TIME	PARTNER
March 19	Designed For Teens by Teens	3:30-5:00 pm	NHS, NYFS & NCAN
April 10	Intergenerational Mosaics	3:30-5:30 pm	Crafts with Kelly the Cop
May 4	Drop- In Mosaic Event	11:00-4:00 pm	Needham Open Studios
May 5	Drop- In Mosaic Event	11:00-4:00 pm	Needham Open Studios
May 28	Community Mosaic Event	3:30-5:00 pm	Katie Klein Orthodontics
June 10	Community Celebration	5:00-6:00 pm	Middlesex Savings Bank

PUBLIC ART CELEBRATION

MONDAY • JUNE 10TH • 5:00-6:00 PM

8 new mosaic panels designed and created by the Needham community are now installed and able to be enjoyed by all.

Supported by:

NeedhamCAN

Middlesex Savings Bank® right there with you

KATIE KLEIN ORTHODONTICS

NEEDHAM YOUTH & FAMILY SERVICES

SHERWIN WILLIAMS.

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	Policy Regarding Executive Session Minutes
Presenter(s)	Kate Fitzpatrick, Town Manager Chris Heep, Town Counsel

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
The Town Manager will discuss with the Board a revision to the Policy Regarding Executive Session Minutes.	
2.	**VOTE REQUIRED BY SELECT BOARD**
N/A – Discussion Only.	
3.	**BACK UP INFORMATION ATTACHED**
a) Draft Revision of SB-ADMIN-002, Policy Regarding Executive Session Minutes b) BOS 2006.002, Policy Regarding Executive Session Minutes, Dated 6/27/2006	

Town of Needham Select Board

Policy Number:	SB-ADMIN-002
Policy:	Policy Regarding Executive Session Minutes
Date Approved:	6/27/2006
Date Revised:	
Approved:	

1. Disclosure

Executive session minutes shall not be disclosed to the public so long as their disclosure would defeat the lawful purpose of the executive session, or if the minutes may otherwise be withheld from disclosure pursuant to one or more of exemptions to the Public Records Law, G.L. c.4, §7(26), or the attorney-client privilege.

2. Periodic Review

In accordance with the Open Meeting Law, G.L. c.30A, §22(g)(1), the Town Manager shall periodically review executive session minutes to determine if continued non-disclosure is warranted in whole or in part. This periodic review shall be conducted at regular intervals of at least three (3) times per year. At the next Select Board meeting following the conclusion of each periodic review, the Town Manager shall announce those executive session minutes that no longer warrant continued non-disclosure in whole or in part, and such announcement shall be noted in the minutes of that meeting.

3. Review Process

Upon receiving a request for executive session minutes that have not been reviewed in accordance with Section 2 of this Policy, the minutes shall be reviewed as follows:

3.1 The Town Manager shall promptly review the minutes. If the Town Manager determines that (1) disclosure of the minutes would not defeat the lawful purpose of the executive session, and (2) the minutes may not otherwise be withheld under the Public Records Law or attorney-client privilege, the Town Manager shall disclose the minutes within ten (10) calendar days after receipt of the request.

3.2 If the Town Manager determines that continued non-disclosure is warranted, the Select Board shall review the minutes in executive session at the next meeting after receipt of the request, or within thirty (30) calendar days of receipt of the request, whichever occurs first, to additionally determine if continued non-disclosure is warranted.

3.3 In the event that review under this Section 3 will not be completed within ten (10) calendar days of receipt of the request, the Town Manager shall notify the requester in writing within this ten (10) day period that the minutes are under review and that a supplemental

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response will be provided once the Select Board has reviewed the minutes, which time shall not exceed thirty (30) days from receipt of the request.

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Board of Selectmen

Policy Number: **BOS 2006.002**

Policy: **Policy Regarding Executive Session Minutes**

Date Approved: **June 27, 2006**

Approved: John H Cogswell
Chairman, Board of Selectmen

Policy:

1.1 Executive session minutes shall be public records and shall become available to the public three years following the date of the meeting, except as provided in sections 1.2 and 1.3.

1.2 The Town Manager, or his or her designee, shall review records requests for executive session minutes. If the Town Manager or designee believes that such records should remain confidential, he or she shall defer release of such records for up to ten calendar days to afford the Board of Selectmen an opportunity to make a determination in accordance with section 1.3.

1.3 Executive session minutes may be withheld from public availability for longer than three years following the date of the meeting by vote of the Board of Selectmen based on a finding that publication may defeat the lawful purposes of the executive session.

1.4 In any instance, executive session minutes may be released by vote of the Board less than three years following the date of the meeting.

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	Update to List of Special Municipal Employees
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

The State Guidance on special municipal employees states that the Town should file with the Ethics Commission a list of all local special municipal employees. ("A list of all the 'special municipal employee' positions should be on file at the town or city clerk's office. This list should also be filed with the Ethics Commission.")

Since 2021, the Select Board has included in the committee charge and composition the Special Municipal Employee status of positions under its jurisdiction.

The Town Manager will recommend that the Board vote to designate positions recently approved by Town Meeting.

2.	**VOTES REQUIRED BY SELECT BOARD**

Suggested Motions:

1. That the Board vote to designate the position of member of the Human Resources Advisory Committee as special municipal employee pursuant to General Laws Chapter 268A.

2. That the Board vote to designate the position of member of the General Bylaw Review Committee as special municipal employee pursuant to General Laws Chapter 268A.

3. That the Board vote to designate the position of member of the Historic District Commission as special municipal employee pursuant to General Laws Chapter 268A.

4. That the Board vote to rescind special municipal employee designation for the following municipal employees, and for all those holding positions on the following Town entities:

- Climate Action Planning Committee
- Personnel Board
- Town Bylaw & Charter Review Working Group
- Transportation Planning and Review Committee

6. That the Board vote to place a list of special municipal employees, updated in accordance with its prior votes taken during this meeting, on file with the Town Clerk and to deliver a copy to the State Ethics Commission.

3.	**BACK UP INFORMATION ATTACHED**

a. Updated Special Municipal Employee List, 6/11/2024
b. Special Municipal Employee Information from the Ethics Commission

TOWN OF NEEDHAM
SPECIAL MUNICIPAL EMPLOYEE DESIGNATION
Additions in bold/Deletions in ~~Strikethrough~~
Per Vote of the Select Board 6/11/2024
Changes from Last Select Board Vote 8/13/2023

Affordable Housing Trust
Board of Appeals
Board of Assessors
Board of Health
~~Climate Action Plan Committee~~
Climate Action Committee (SB Vote 3/12/2024)
Commission on Disabilities
Commissioners of Trust Funds
Community Preservation Committee
Conservation Commission
Council of Economic Advisors
Constables
Contributory Retirement Board
Council on Aging
Design Review Board
Finance Committee
Future School Needs Committee
General Bylaw Review Committee*
Golf Course Advisory Committee
Historic District Commission*
Historical Commission
Housing Authority
Housing Needham (HONE) Advisory Group
Human Resources Advisory Committee
Human Rights Committee
Juneteenth Celebration Committee
Local Emergency Planning Committee
MBTA Advisory Board Representative
Metropolitan Area Planning Council Representative
Metropolitan Area Planning Council Three Rivers Interlocal Council Member Representative
Minuteman School Committee Representative
Mobility Planning Coordinating Committee
Moderator
MWRA Advisory Board Representative
Needham Branding & Town Seal Committee
Needham Community. Revitalization Trust Fund
Needham Community Television Development Corporation
Needham Council for Arts & Culture
Needham Domestic Violence Action Committee
Norfolk County Advisory Board Representative
Needham Unite Against Racism Working Group

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Park & Recreation Commission
Permanent Public Building Committee
~~Personnel Board~~
Planning Board
Property Tax Assistance Committee
Quiet Zone Working Group
Rail Trail Advisory Committee
Regional Transportation Advisory Council Representative
Registrar of Voters
School Committee
Single Parcel Historic District Study Committee
Solid Waste Disposal/Recycling Advisory
Stormwater By-Law Working Group (SB Vote 12/19/2023)
Subcommittee to Study Minuteman School
Taxation Aid Committee
Technology Advisory Board
Transportation Safety Committee
~~Transportation Planning & Review Committee~~
~~Town Bylaw & Charter Review Working Group~~ (SB Vote 1/9/2024)
Town-Financed Community Housing Oversight Committee
Trustees of Memorial Park
Trustees of Public Library
Water/Sewer Rate Structure Committee
Youth Commission

*Pending Attorney General Review

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An official website of the Commonwealth of Massachusetts Here's how you know

Special Municipal Employees

An explanation of how the conflict of interest law applies to "Special Municipal Employee" positions

The conflict of interest law, G.L. c. 268A, covers all municipal officials and employees, whether elected or appointed, paid or unpaid, full-time or part-time. However, two sections of the conflict law apply less restrictively to those part-time or unpaid municipal officials who have been designated as "special municipal employees."

"Special municipal employee" status can be assigned to certain municipal positions by a vote of the board of selectmen, board of aldermen, town council or city council. Several specific municipal positions are automatically designated as "special" under the law. Your position is eligible to be designated as a "special municipal employee" position provided that:

- you are not paid; or
- you hold a part-time position which allows you to work at another job during normal working hours; or
- you were not paid by the city or town for more than 800 working hours (approximately 20 weeks full-time) during the preceding 365 days.

It is the municipal position that is designated as having "special" status, not the individual. Therefore, all employees holding the same office or position must have the same classification as "special municipal employees." For instance, one member of a school committee cannot be classified as a "special" unless all members are similarly classified.

The designation may be made by a formal vote of the board of selectmen, board of aldermen, town council or city council at any time. Votes should be taken individually for each board or position being designated, expressly naming the positions being designated. Once a position is designated as having "special" status, it remains a "special municipal employee" position unless and until the classification is rescinded. A list of all the "special municipal employee" positions should be on file at the town or city clerk's office. This list should also be filed with the Ethics Commission.

Under no circumstances may a mayor, city councilor, town councilor, alderman, or selectman in a town with a population of more than 10,000 be designated as a "special." However, in towns of 10,000 or less, selectmen are automatically considered "special" employees. Other municipal positions in towns with a population of less than 10,000 must still be designated as "special municipal employee" positions by the selectmen.

The Legislature may also designate certain positions to have "special municipal employee" status. For example, board members and part-time employees of local housing and redevelopment authorities are defined by law as "special municipal employees" and do not need to have local authorities approve their designation as "specials." (See G.L. c. 121B, section 7.)

THE CONFLICT LAW IS LESS RESTRICTIVE FOR "SPECIALS"

Only two sections of the conflict of interest law apply less restrictively to "specials", §§ 17 and 20. All other sections of the conflict law that govern regular municipal employees apply to "special municipal employees" in exactly the same way. See the Summary of the Conflict Law for Municipal Managers or the Practical Guide to the Conflict Law for Municipal Employees for information on your responsibilities under the law (these publications are available from the State Ethics Commission). Remember that even if you serve on an unpaid part-time board or commission, you are still considered a regular municipal employee, unless your position has been expressly designated as having "special municipal employee" status.

Section 17 - Acting on Behalf of Others

Section 17 generally prohibits municipal employees from representing a private party before municipal boards or departments. It also prohibits municipal employees from acting as agent (or attorney) for a private party in connection with any matter of direct and substantial interest to their city or town. Finally, it prohibits municipal employees from accepting pay or other compensation in connection with any matter of direct and substantial interest to their municipality.

However, if you are a "special municipal employee," you may:

- represent private parties before municipal boards other than your own, provided that you have not officially participated in the matter and the matter is not now (and was not within the past year) within your official responsibility;
- act as agent for private parties in connection with a matter of interest to your city or town, provided that you have not participated in the matters as a municipal official, and that the matter is not (and has not been, during the past year) within your official responsibility; and
- receive pay or other compensation in connection with matters involving your city or town, provided that you have not officially participated in the matters and they are not (and have not been, within the past year) within your official responsibility.

Example: You are a Conservation Commissioner. The Commission has been given "special municipal employee" status. You are also an engineer in private practice in town.

- You may be hired as site engineer and represent a private development company at a Planning Board hearing, as long as the hearing does not in any way involve Conservation Commission matter.

- However, if the hearing is about a wetlands dispute, you could not represent the developer before the Planning Board because the matter is under your official responsibility as Conservation Commissioner.

- Also, if you prepare site plans, blueprints, structural analyses or other professional documents, you may not allow the developer to submit those materials to the Conservation Commission (or to any other municipal boards, in connection with matters under the Conservation Commission's responsibility).

- Also, you may not be paid for giving the developer advice about how to get his project approved by the Conservation Commission, or for any other activity related to the Conservation Commission review process.

Note that the prohibition against "acting as agent" covers any type of activity that involves representing someone other than your city or town. Activities which can be considered "acting as agent" include: serving as someone's spokesperson; making phone calls or writing letters; acting as a liaison; affixing professional seals or signing supporting documentation; and participating as an electrician, plumber or other contractor during municipal building inspections. For more information about section 17, request Advisory No. 13: Municipal Employees Acting as Agent from the State Ethics Commission.

Section 20 -- Restrictions on Having an Interest in Contracts with your City or Town

Section 20 generally prohibits municipal employees from having a direct or indirect financial interest in a contract with their city or town. However, there are many exemptions in this section of the law. For instance, a municipal employee may own less than 1% of the stock of a company that does business with the municipality.

Also, a municipal employee may have a financial interest in a contract with a municipal department which is completely independent of the one where he works, provided that the contract has been publicly advertised or competitively bid, and the employee has filed a disclosure of his interest in the contract with the city or town clerk. Note that there are additional requirements for personal services contracts: contact your town counsel or city solicitor or the State Ethics Commission's Legal Division for more information.

However, if you are a "special municipal employee," you have two additional exemptions to section 20:

As a "special municipal employee," you may have a financial interest in a contract with a department which is completely independent of the one where you work, provided that you file a disclosure of your interest in the contract with the city or town clerk (there is no "public notice" or "competitive bid" requirement for this "special municipal employee" exemption).

As a "special municipal employee", you may even have a financial interest in a contract with your own department (or with a department which has overlapping jurisdiction with your department), provided that

you file a disclosure of your interest in the contract with the city or town clerk and the board of selectmen, board of aldermen, town council or city council vote to grant you an exemption to section 20.

Example: You are a member of the School Committee, which has been given "special municipal employee" status. You also own a hardware store in town.

- You may sell light bulbs to the town's Department of Public Works, because Public Works is not under the jurisdiction of the School Committee; however, you must file a disclosure of your interest in the light bulb sales with the Town Clerk.

- You also may sell light bulbs to the School Department (which is under the School Committee's jurisdiction), but only if you file a disclosure of your interest in the light bulb sales with the Town Clerk and the Board of Selectmen vote to exempt your light bulb sales from the restrictions of section 20.

For more information about restrictions on holding an interest in municipal contracts, contact your city solicitor or town counsel or the Legal Division of the State Ethics Commission.

Section 20 -- Restrictions on Holding Multiple Municipal Positions

Because the restrictions of section 20 also apply to employment contracts, municipal employees are generally prohibited from holding more than one municipal position. However, there are many exemptions to this general prohibition. If you are a municipal employee -- regular or "special", you may:

- hold any number of unpaid positions, because you do not have a financial interest in any of the positions (however, if you hold even one paid appointed position, you must look for other exemptions);
- hold any number of elected positions, whether paid or unpaid, because you serve in those positions by virtue of your election, rather than because of an appointment or employment contract (however, if you hold even one paid appointed position, you must look for other exemptions); and
- in some instances, you may hold more than one paid appointed position, provided that the jobs are in separate departments (which do not have overlapping responsibilities) and all paid jobs have been publicly advertised. However, your board of selectmen, board of aldermen, town council or city council must vote to exempt you from section 20, and there are also other requirements you must meet. For more information, see Advisory No. 7: Multiple Office Holding from the State Ethics Commission, or contact your town counsel or city solicitor or the State Ethics Commission's Legal Division.
- If you serve in a town with a population of less than 3,500, you may hold more than one position with the town if the board of selectmen formally approves the additional appointments.

If you are a "special municipal employee", you may also:

- hold any number of other "special municipal employee" positions, provided that the positions are with totally independent departments and you file a disclosure of your financial interest in all the positions with the city or town clerk;
- hold any number of other "special municipal employee" positions, even if the departments' jurisdictions overlap, provided that you file a disclosure of your financial interest in all the positions with the city or

town clerk, and the board of selectmen, board of aldermen, town council or city council vote to exempt you from section 20.

Example: As a Cemetery Commissioner, you are a "special municipal employee."

- You may also hold "special municipal employee" positions on the Board of Library Trustees and on the Waterways Commission, because the three positions are completely independent of each other. However, you must file a disclosure of your financial interest (e.g., stipends, per diem payments, salary) in the positions with the Town Clerk.

If you wish to hold a "special municipal employee" position with the Department of Public Works (which maintains buildings on the cemetery grounds) or as the town's Tree Warden (who cares for the trees on the cemetery grounds), you must file a disclosure of your financial interest in the positions with the Town Clerk, and the Board of Selectmen must vote to exempt you from section 20.

For more information about holding more than one municipal position, request Advisory No. 7: Multiple Office Holding from the State Ethics Commission, or contact your town counsel or city solicitor or the State Ethics Commission's Legal Division.

* * *

The definition of "special municipal employee" can be found in section 1(n) of the conflict of interest law (G.L. c. 268A). Note that town councils are empowered by G.L. c. 39, section 1 to exercise all duties and powers of boards of aldermen.

* * *

Commission Fact Sheets are prepared and issued by the Public Education Division of the State Ethics Commission. They are intended to provide guidance to public officials and employees concerning practical applications of the conflict law. For further information, contact your town counsel or city solicitor, or the Legal Division of the State Ethics Commission.

ISSUED: May 1987

REVISED: March 1990

REVISED: January 1991

REVISED: August 1992

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Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	American Rescue Plan Act Funding Added in Second Revision
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**

The Town Manager will recommend that the Board voted to approve a request for reallocation between sub grant accounts to cover overage costs in two projects.

All bids have been received for the **Walker Pond Category 2 (#1032) project.** After allowing for a contingency (8%), the final cost is $638,324 or **$282,324** more than the original grant of $356,000.

All bids have been received for the **Walker Pond Outlet (#1166) project**. After allowing for a contingency (10%), the final cost is $1,090,342 or **$690,342** more than the original grant of $400,000.

The Town proposes that the overage be funded by:
1. Return of **$770,000** from **Project #1033 Town Reservoir Sediment Removal**, as the bids came in lower than the estimate;
2. Return of **$187,318** from **Project #1178 Sewer Interceptor Phase 1**. This will be achieved by reducing the project contingency; and
3. Allocation of the remaining **$15,348.50** of the Town ARPA Allotment.

Project	Description	Current Grant Amount	6/11/2024 Requested Amendment	Final Proposal
1032	Walker Pond Cat 2	$356,000	$282,324	$638,324
1033	Sediment Removal Proj	$2,142,500	($770,000)	$1,372,500
1166	Walker Pond Outlet	$400,000	$690,342	$1,090,342
1178	Sewer Interceptor Phase I	$3,000,000	($187,318)	$2,812,682
Subtotal		$5,898,500		$5,913,848
	Unallocated Amount	$15,348	$15,348	
Total		$5,913,848		$5,913,848

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

2.	**VOTE REQUIRED BY SELECT BOARD**
Suggested Motion: That the Select Board vote to approve the requested reallocation of funding for the Town's County ARPA Allotment.	
3.	**BACK UP INFORMATION ATTACHED**
a) May 31, 2024 ARPA update	

ARPA Proposal Budget with Expended Balance

Category	Description	State/County	Budget	Adjusted Budget	Total Expended	Unexpended	Encumbered	Uncommitted Balance
COVID-19 Direct Impact	Contact Tracers	State	$60,000.00	$23,910.00	$23,910.00	$0.00	$0.00	$0.00
	Epidemiologist	State	$140,000.00	$216,077.47	$175,475.72	$40,601.75	$40,601.75	$0.00
	Public Health Nurse	State	$160,000.00	$279,083.00	$195,384.75	$83,698.25	$83,698.25	$0.00
	Mental & Behavioral Health Staffing	State	$190,000.00	$265,548.00	$215,961.60	$49,586.40	$49,586.40	$0.00
	Mental & Behavioral Health Services	State	$190,000.00	$48,350.75	$46,850.75	$1,500.00	$1,500.00	$0.00
	COVID-19 Test Kits for School Staff and residents of limited means and those in high risk groups	State	$229,800.00	$229,800.00	$229,800.00	$0.00	$0.00	$0.00
	Other - Rentals	State	$4,246.00	$4,246.00	$4,246.00	$0.00	$0.00	$0.00
	Other - Town COVID-19 Test Kits	State	$2,984.78	$2,984.78	$2,984.78	$0.00	$0.00	$0.00
	Other - Not yet assigned	State	$92,969.22	$0.00	$0.00	$0.00	$0.00	$0.00
	Subtotal		**$1,070,000.00**	**$1,070,000.00**	**$894,613.60**	**$175,386.40**	**$175,386.40**	**$0.00**
Ventilation Upgrades	Library Chiller	State	$0.00	$369,000.00	$0.00	$369,000.00	$333,548.52	$35,451.48
	Subtotal		**$0.00**	**$369,000.00**	**$0.00**	**$369,000.00**	**$333,548.52**	**$35,451.48**
Technology Improvements	Support for Hybrid Meetings, Communications & Remote Work	State	$175,000.00	$441,123.33	$237,523.33	$203,600.00	$35,956.02	$167,643.98
	NeoGov E-Forms Module	State	$31,613.48	$31,613.48	$31,613.48	$0.00	$0.00	$0.00
	Other - Not yet assigned	State	$68,386.52	$2,263.19	$0.00	$2,263.19	$0.00	$2,263.19
	Subtotal		**$275,000.00**	**$475,000.00**	**$269,136.81**	**$205,863.19**	**$35,956.02**	**$169,907.17**
Economic Development	Grant Program	State	$460,000.00	$443,775.00	$389,979.14	$53,795.86	$0.00	$53,795.86
	Public Art	State	$20,000.00	$37,500.00	$15,622.71	$21,877.29	$17,500.00	$4,377.29
	Other - Rental of Tents	State	$18,725.00	$18,725.00	$18,725.00	$0.00	$0.00	$0.00
	Other - Not yet assigned	State	$1,275.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Subtotal		**$500,000.00**	**$500,000.00**	**$424,326.85**	**$75,673.15**	**$17,500.00**	**$58,173.15**
Water/Sewer/Drains	Temp Project Manager	State	$500,000.00	$471,336.60	$89,472.35	$381,864.25	$310,526.65	$71,337.60
	Rosemary Sluice Gate Replacement/NPDES Stormwater	State	$600,000.00	$120,000.00	$19,220.45	$100,779.55	$94,469.55	$6,310.00
	Stormwater Master Plan	State	$0.00	$280,000.00	$0.00	$280,000.00	$0.00	$280,000.00
	Other - Not yet assigned	State	$340,336.60	$0.00	$0.00	$0.00	$0.00	$0.00
			$1,440,336.60	**$871,336.60**	**$108,692.80**	**$762,643.80**	**$404,996.20**	**$357,647.60**
		State total	**$3,285,336.60**	**$3,285,336.60**	**$1,696,770.06**	**$1,588,566.54**	**$967,387.14**	**$621,179.40**
Infrastructure*	Town Reservoir Clean-up Construction - ARPA-1033	County	$2,070,000.00	$2,142,500.00	$125,000.00	$2,017,500.00	$0.00	$2,017,500.00
	Walker Pond Category 2 Construction - ARPA-1032	County	$356,000.00	$356,000.00	$207,024.64	$148,975.36	$148,975.36	$0.00
	Walker Pond Outlet - ARPA-1166	County	$0.00	$400,000.00	$0.00	$400,000.00	$0.00	$400,000.00
	128 Sewer Interceptor Project Design - ARPA-1178	County	$0.00	$60,000.00	$49,200.00	$10,800.00	$0.00	$10,800.00
	128 Sewer Interceptor Project Construction - ARPA-1178	County	$0.00	$2,940,000.00	$0.00	$2,940,000.00	$2,392,306.00	$547,694.00
	South St Water Main Construction	County	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Allowance for Water/Sewer/Drains	County	$3,487,848.40	$15,348.40	$0.00	$15,348.40	$0.00	$15,348.40
	Subtotal	County total	**$5,913,848.40**	**$5,913,848.40**	**$381,224.64**	**$5,532,623.76**	**$2,541,281.36**	**$2,991,342.40**
	Grand Total		**$9,199,185.00**	**$9,199,185.00**	**$2,077,994.70**	**$7,121,190.30**	**$3,508,668.50**	**$3,612,521.80**

updated 5/31/24

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	Town Manager's Report
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
The Town Manager will update the Board on issues not covered on the agenda.	
2.	**VOTE REQUIRED BY SELECT BOARD**
N/A – Discussion Only	
3.	**BACK UP INFORMATION ATTACHED**
None	

Select Board
TOWN OF NEEDHAM
AGENDA FACT SHEET

MEETING DATE: 6/11/2024

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

1.	**BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED**
Board members may report on the progress and/or activities of their Committee assignments.	
2.	**VOTE REQUIRED BY SELECT BOARD**
N/A – Discussion Only	
3.	**BACK UP INFORMATION ATTACHED**
None	

5Town of Needham
Select Board
Minutes for Tuesday, April 16, 2024
Select Board's Chamber and
Via ZOOM
https://us02web.zoom.us/j/89068374046

6:00 p.m. Call to Order:
A meeting of the Select Board was convened by Chair Marianne Cooley. Those present were Vice Chair Kevin Keane, Cathy Dowd, Heidi Frail, Joshua Levy, and Town Manager Kate Fitzpatrick. David Davison, Deputy Town Manager/Director of Finance, Katie King, Deputy Town Manager, and Susan Metropol, Recording Secretary, were also in attendance.

6:00 p.m. Public Comment Period:

Joe Matthews, 31 Rosemary Street, presented public comment regarding the tennis courts currently seeking funding through Article 21 in the Town Meeting Warrant. He proposed an alternative for five or six tennis courts to be considered.

Artie Crocker, 17 Fairlawn Street, emphasized his desire for a tree by-law and summit.

6:04 p.m. Select Board Reorganization:

Returning Member Kevin Keane and newly elected Member Joshua Levy were sworn into the Select Board by Tedi Eaton, Town Clerk.

Ms. Cooley then called for nominations for the Select Board.

Motion by Ms. Frail to nominate Kevin Keane for Chair of the Select Board.
Second: Ms. Dowd. Unanimously approved 5-0.

Motion by Mr. Keane to nominate Heidi Frail for Vice Chair of the Select Board.
Second: Ms. Cooley. Unanimously approved 5-0.

Motion by Ms. Cooley to nominate Cathy Dowd for Clerk of the Select Board.
Second: Ms. Frail. Unanimously approved 5-0.

Select Board Members then changed to their new seating arrangement.

Motion by Ms. Frail to approve the Select Board regular meeting schedule.
Second: Ms. Dowd. Unanimously approved 5-0.

Motion by Ms. Cooley to nominate Myles Tucker for Committee Secretary of the Select Board.
Second: Ms. Frail. Unanimously approved 5-0.

Motion by Ms. Frail to nominate Susan Metropol for Recording Secretary of the Select Board.
Second: Ms. Dowd. Unanimously approved 5-0.

6:12 p.m. Arbor Day Proclamation:
Presenter: Ed Olsen, Department of Public Works – Parks and Forestry Division Superintendent

Ed Olsen, Parks and Forestry Division Superintendent, outlined the celebrations that will be occurring in Needham for the 152nd anniversary of the first Arbor Day. There will also be a Neighborhood Cleanup and Tree Planting Day at Riverside Park, with partners Eversource Electric and Hartney Greymont present as well. There will also be a planting of native species on the Rail Trail, as well as the planting of a Golden Larch tree at the Walker-Gordon Field from an anonymous donor. Finally, the Town will be distributing tree seedlings at Rosemary Recreational Center on Friday, April 26 and Saturday, April 27. Select Board members thanked Mr. Olsen and other arborists in the Town. Heidi Frail noted that the certified town arborists will come to homes and advise owners on the best trees for their property, a unique service that is available to Needham residents. Ms. Frail subsequently read the Arbor Day Proclamation.

Motion by Ms. Frail that the Board vote to approve and sign the 2024 Arbor Day Proclamation.
Second: Ms. Cooley. Unanimously approved 5-0.

6:23 p.m. Public Hearing: Outdoor Dining License – Eat Farmhouse LLC d/b/a The Farmhouse
Presenter: Dora Tavel-Sanchez Luz, Owner

Mr. Keane opened the hearing and recommended continuing the hearing to April 30th, pending abutter notifications.

Motion by Ms. Dowd that the Board vote to continue the Public Hearing Relative to the Proposed Outdoor Dining License and the Proposed Alteration of Premises for Eat Farmhouse LLC to Tuesday, April 30, 2024.
Second: Ms. Dowd. Unanimously approved 5-0.

6:25 p.m. Proposed Dedication – Granite Celebration Branch:

Presenter: Paul Good, Chair – Needham Community Revitalization Trust Fund

Paul Good proposed to the Select Board the acceptance of a hand carved granite bench to be placed on Amity Path behind the Public Services Administration Building. The bench will be inscribed "You Are the Gift!" and be dedicated as a tribute to Catherine Buni's mother, Joyce Buni, who loved to walk the Amity Path and enjoy its beautiful nature and wildlife.

6:42 p.m. Peer Recovery Coaching and Opioid Settlement Update:
Presenters: Tiffany (Zike) Benoit, Assistant Director of Public Health, Karen Shannon, Substance Use Prevention Coordinator, Angi MacDonnell, Peer Recovery Coach

Karen Shannon introduced Peer Recovery Coach, Angi MacDonnell. Ms. Shannon emphasized the unique contributions that a Peer Recovery Coach can make to a town when embedded in a municipal public health department. Angi MacDonnell presented on Peer Recovery Coaching, a set of nonclinical activities based on shared lived experience that engage, educate, and support an individual to successfully recover from mental health and/or substance use disorders. Ms. MacDonnell defined "recovery" as a process of change through which individuals improve their health and wellness, live a self-directed life, and strive to reach their full potential. Ms. MacDonnell also presented various statistics on Needham Recovery Services between January 15 and April 8, 2024:

- Ten Needham community members utilized the service: six people with substance use issues, four people concerned for a loved one; average age: 51
- Substances: six people who utilized the service reported alcohol as their primary substance, four people did not identify a substance

Tiffany Benoit then provided an update on Opioid Settlement Funding and next steps. She noted that Opioid Settlement Funding can be used for several areas, including opioid use disorder treatment, support for people in treatment and recovery, harm reduction, support for pregnant or parenting women and their families, and prevention of the misuse of opioids and implementation of prevention education. The Town will receive approximately $1.8 million over the several years. Current year appropriations will fund:

- $90,000 will be utilized for contractual help to prevent misuse of opioid and implementation for prevention education
- $3,000 will be put towards harm reduction through the purchase of SamBoxes
- $52,000 will be allocated to Peer Recovery Services in order to support people in treatment and recovery

Select Board members asked about the location of SamBoxes, connections with stakeholders and what will be included in the upcoming strategic plan and presented to Town Meeting in October, as well as questions about expanding mental health first aid training in the community.

7:12 p.m. Appointment Calendar and Consent Agenda:

Motion by Mr. Levy that the Board vote to approve the Appointment Calendar and Consent Agenda as presented.
Second: Ms. Cooley. Unanimously approved 5-0.

APPOINTMENT CALENDAR

1.	Nick Hill	Climate Action Committee Term Exp: 6/30/2026
2.	Theodora Eaton	Needham Branding and Town Seal Committee Term Exp: 6/30/2024
3.	Louise Miller	Needham Branding and Town Seal Committee Term Exp: 6/30/2024
4.	Karen Calton	Housing Needham Advisory Group Term Exp: 6/30/2024

CONSENT AGENDA

1.	Accept the following donations made to the Needham Community Revitalization Trust Fund for the Bert Wikstrom Bench: $200 from Jeanne-Marie Ryan, $40 from Howard Mintz, $50 from Lillian DePasquale, $25 from Maureen Doherty, $50 from Douglas Ruby, $50 from Elisabeth M. Schmidt-Scheuber, $25 from Stacey Conner, $100 from June Seraydar, $50 from Maurice Handel, $50 from Elizabeth Keener, $100 from Richard Lassen, $1000 from Theodor Schmidt-Scheuber, $50 from Gerard Frawley, and $100 from Renate Celms.
2.	Approve a request from Jennifer Shadrick, Three Squares New England, to hold the road event "Ride for Food." The event is scheduled for Sunday, October 6, 2024, at 8:30 am – 1:30 pm. The event and route have been approved by the following departments: Fire, Police, and Public Works.
3.	Approve a request from Emma Bagnell, Needham Youth Track Club, to hold the road event "Great Bear Run." The event is scheduled for Sunday, May 19, 2024, at 7:30 am – 10:00 am. The event and route have been approved by the following departments: Fire, Police, and Public Works.
4.	Approve a Taxi/Livery License application for a new Taxi/Livery service, BCars LLC, to conduct business in Needham. All required paperwork has been submitted and the application has been approved by the Police Department.
5.	Approve the following donation to Needham Youth & Family Services (YFS): • $5,000 from Needham Community Council towards the YFS Crisis Donation Fund
6.	Amend the Charge and Composition for the Housing Needham Working Group.
7.	Approve one-day license suspension penalties for a violation of the Town of Needham Regulations for the Sale of Alcoholic Beverages (failure to use ID scanner) on December 6, 2023 by both Needham Food and Beverage LLC d/b/a The Heights to be served on April 20, 2024 & Needham Wine & Spirits, LLC d/b/a Needham Wine & Spirits to be served on May 27, 2024.

8.	Approve the Needham Business Alliance Committee of the Charles River Regional Chamber's April 27th event, "Spring Sidewalk Stroll", to promote foot traffic and support small businesses throughout Needham.
9.	Accept the Needham Commission of Disabilities' approved grant request of $500 to Autism Awareness Training for The Common Room staff.

NOTICE OF APPROVED BLOCK PARTIES

Name	Address	Party Location	Date	Time	Rain Date
Emily Eustace	64 Plymouth Road	64 Plymouth Road	5/26/24	3pm-9pm	5/25/24
Celia Carboni	42 Greenwood Ave	Greenwood Avenue	7/20/24	4pm-11:30pm	7/21/24

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES

Hosting Organization	Event Title	Location	Event Date
Needham History Center & Museum	Spring into Springtime	Needham History Center, 1147 Central Avenue	5/11/2024

7:12 p.m. Citizens' Petition/Amend Zoning By-Law – Dimensional Regulations:
Presenter: Joe Matthews, Petitioner

Joe Matthews provided the Select Board with the basis for his citizens' petition regarding house construction size in Needham. Mr. Matthews presented his view that the current by-laws for new construction in Needham's residential parcels are overly permissive and do not appropriately regulate housing size. He believes this to be to the detriment of the Town's goals on affordability, sustainability, and has negative impacts on current and future residents. Mr. Matthews advocated for modification of the existing by-laws in order to better regulate the size of new construction on Single Residence B (SRB) lots and potential other zoning areas.

Discussion ensued about the implications if this citizens' petition were adopted, with specific concerns about equity for all residents as it only applies to SRB lots, how it would affect current and potential future residents of Needham, whether there was enough opportunity for public input, as well as the Town's affordability goals.

7:44 p.m. Discussion of Zoning Article on the Annual Town Meeting Warrant:

Presenters: Adam Block, Chair – Needham Planning Board, Natasha Espada, Vice Chair – Needham Planning Board, Lee Newman, Director of Planning & Community Development

Mr. Block, Ms. Espada, and Ms. Newman provided the Board with the Planning Board's position on the zoning articles contained in the Annual Town Meeting Warrant, Articles 18 and 19. If adopted by Town Meeting, the Planning Board anticipates that the Needham Housing Authority will apply for development with site plan review. The Planning Board held its hearing and voted unanimously to recommend Town Meeting adopt these articles in support of the production of affordable housing needed in Needham. Mr. Block, on behalf of the Planning Board, asked for affirmative vote in support of these Articles. Select Board members spoke in support of these articles, noting that they work in favor of deep affordability in Needham and clearing a barrier for private funding.

The Planning Board also discussed Article 20 related to Special Permit Amendments that have been requested for solar canopies above parking lots. Mr. Block outlined the requirements for various sizes and types of solar canopies if this article is adopted. The Planning Board asked for an affirmative in support of this article.

8:07 p.m. Town Manager:

<u>Memorandum of Agreement with the Independent Town Workers Association (ITWA)</u>

The Town Manager recommended that the Board approve and sign a Memorandum of Agreement with the Independent Town Workers Association (ITWA) for fiscal years 2025, 2026, and 2027.

Motion by Ms. Cooley that the Board vote to approve and sign the Memorandum of Agreement with the Independent Town Workers Association (ITWA) for fiscal years 2025, 2026, and 2027).
Second: Mr. Levy. Unanimously approved 5-0.

<u>Memorandum of Agreement with the Needham Independent Public Employees Association (NIPEA)</u>

The Town Manager recommended that the Board approve and sign a Memorandum of Agreement with the Needham Independent Public Employees Association (NIPEA) for fiscal years 2025, 2026, and 2027.

Motion by Ms. Cooley that the Board vote to approve and sign the Memorandum of Agreement with the Needham Independent Public Employees Association (NIPEA) for fiscal years 2025, 2026, and 2027.
Second: Ms. Dowd. Unanimously approved 5-0.

Consolidation of Information Technology Functions

Ms. Fitzpatrick provided an update on Memorandum of Understanding that would govern the consolidation of IT functions. There will be a new line in the budget, thus making it clear to Town Meeting how many funds are being appropriated for municipal-related items, with the understanding that the School Committee will not reallocate this funding to any other school purpose. Ms. Fitzpatrick noted that there will be regular meetings of a stakeholder group to inform policies, procedures, and budgetary requests.

Positions on Warrant Articles

Town Meeting Warrant Articles:

	Motion to recommend adoption	**Second**	**Passed**
Article 3	Cooley	Dowd	5-0
Article 4	Cooley	Frail	5-0
Article 5	Frail	Cooley	5-0
Article 6	Dowd	Frail	5-0
Article 7	Frail	Cooley	5-0
Article 8	Cooley	Frail	5-0
Article 9	Dowd	Cooley	5-0
Article 10	Frail	Dowd	5-0
Article 11	Cooley	Frail	5-0
Article 12	Cooley	Dowd	5-0
Article 13	Levy	Frail	5-0
Article 14	Levy	Cooley	5-0
Article 15	Levy	Dowd	5-0
Article 16	Cooley	Frail	5-0
Article 17	Frail	Dowd	5-0
Article 18	Dowd	Frail	5-0
Article 19	Frail	Dowd	5-0
Article 20	Dowd	Frail	5-0
Article 21	Defer to April 30 meeting		
Article 22	Dowd	Frail	5-0
Article 23	Cooley	Frail	5-0
Article 24	Levy	Frail	5-0
Article 25	Cooley	Dowd	5-0
Article 26	Cooley	Frail	5-0

Article 27	Dowd	Frail	5-0
Article 28	Defer to April 30 meeting		
Article 29	Frail	Cooley	5-0
Article 30	Cooley	Frail	5-0
Article 31	Cooley	Dowd	5-0
Article 32	Dowd	Frail	5-0
Article 33	Cooley	Frail	5-0
Article 34	Frail	Cooley	5-0
Article 35	Dowd	Frail	5-0
Article 36	Levy	Dowd	5-0
Article 37	Defer to April 30 meeting		
Article 38	Cooley	Frail	5-0
Article 39	Levy	Frail	5-0
Article 40	Frail	Cooley	5-0
Article 41	Defer to April 30 meeting		
Article 42	Frail	Dowd	5-0
Article 43	Defer to April 30 meeting		
Article 44	Defer to April 30 meeting		
Article 45	Frail	Dowd	4-1 (Levy)
Article 46	Defer to April 30 meeting		
Article 47	Levy	Frail	5-0
Article 48	Defer to April 30 meeting		
Article 49	Defer to April 30 meeting		
Article 50	Defer to April 30 meeting		

Special Town Meeting Articles:

	Motion to recommend adoption	**Second**	**Passed**
Article 1	Levy	Frail	5-0
Article 2	Cooley	Frail	5-0
Article 3	Dowd	Cooley	5-0
Article 4	Frail	Cooley	5-0
Article 5	Cooley	Frail	5-0
Article 6	Frail	Dowd	5-0
Article 7	Dowd	Frail	5-0

<u>Town Manager Report</u>

- Ms. Fitzpatrick thanked the community for their support of removing the Fire Department from Civil Service.

- Ms. Fitzpatrick was informed that the Personnel Board position has been approved by the Senate and is awaiting a signature from the Governor.

9:00 p.m. Board Discussion:

Committee Reports

Ms. Frail reported that in their most recent meeting, the Housing Needham Advisory Group (HONE) voted on two maps, which will be sent to the Planning Board and the State.

Ms. Dowd reported that Town-Financed Community Housing Oversight Committee (T-CHOC) met for an educational session on how financing works for affordable housing projects.

Mr. Keane reported on several items:
- The Needham Branding and Town Seal Committee is currently working with a designer in the ideation process.
- Community Conversations on Race will be held on May 2 at 6:30 p.m. at the Center at the Heights.
- A neighborhood meeting was held at the corner of Rosemary Street and Webster Street regarding the work occurring in this location.

9:26 p.m. Adjourn:
Motion by Ms. Frail that the Select Board vote to adjourn the Select Board meeting of Tuesday, April 16, 2024.
Second: Ms. Cooley. Unanimously approved 5-0.

A list of all documents used at this Select Board meeting is available at:
http://www.needhamma.gov/Archive.aspx?AMID=99&Type=&ADID

The next Select Board meeting is scheduled for Tuesday, April 30, 2024, at 6:00 p.m.

Town of Needham
Select Board
Minutes for Tuesday, May 28, 2024
Select Board's Chamber and
Via ZOOM
https://us02web.zoom.us/j/89068374046

6:03 p.m. Call to Order:
A meeting of the Select Board was convened by Chair Kevin Keane. Those present were Vice Chair Heidi Frail, Marianne Cooley, Cathy Dowd, Joshua Levy, and Town Manager Kate Fitzpatrick. David Davison, Deputy Town Manager/Director of Finance, Katie King, Deputy Town Manager, and Susan Metropol, Recording Secretary, were also in attendance.

6:03 p.m. Public Comment Period:
Scott Silverman, 40 Brewster Drive, expressed his concerns regarding the construction that will be occurring that is scheduled to occur on land adjacent to his property. He noted that he has been in communication with Shane Mark and Tyler Gabrielski.

6:05 p.m. Pride Month Proclamation:

Heidi Frail read the 2024 Pride Month Proclamation, highlighting the Town of Needham as a welcoming community that values and embraces the LGBTQIA+ community.

Motion by Ms. Cooley that the Board vote to approve and sign the 2024 Pride Month Proclamation.
Second: Ms. Dowd. Unanimously approved 5-0.

6:08 p.m. Introduce Eliza Echevarria, Director of Administration and Finance/Public Services:
Presenter: Carys Lustig, Director of Public Works

Carys Lustig introduced incoming Director of Administration and Finance/Public Services Eliza Echevarria. Ms. Echevarria has a broad depth of experience in both public works and administration. A major focus of her role will be the administrative, compliance, and procurement tasks related to significant upcoming public works projects. Ms. Echevarria expressed her excitement in starting this role.

6:13 p.m. Public Hearing: Eversource Grant of Location – 28 Petrini Circle:
Presenter: Joanne Callender, Eversource Representative

Eversource Energy requested permission to install approximately 8 feet of conduit in Petrini Circle. The reason for this work is to provide service to 28 Petrini Circle. The Department of Public Works has approved this petition, based on Eversource

Energy's commitment to adhere to the Town's regulation that all conduit installed must be 3" schedule 40 minimum; and, that when buried, that conduit must be placed at 24" below grade to the top of the conduit.

Motion by Ms. Frail that the Board vote to approve and sign a petition from Eversource Energy to install approximately 8 feet of conduit in Petrini Circle. Second: Ms. Cooley. Unanimously approved 5-0.

6:15 p.m. Department of Public Works General Update:
Presenter: Carys Lustig, Director of Public Works

Carys Lustig provided a general update from the Department of Public Works (DPW) including major construction projects anticipated to be completed this season and to solicit feedback on a few intended changes to the right of way on specific roadway projects. Ms. Lustig highlighted staffing challenges, bidding issues, increasingly severe weather events, and work being conducted by Eversource Gas as some of the primary challenges. She noted that there is still $6 million of ARPA-funded projects to be completed this year, notably Water and Sewer projects.

Ms. Lustig highlighted significant projects occurring at the Recycling & Transfer Station, Engineering Department, Buildings Department, Parks & Forestry Division, Water & Sewer, and Highway Division. She also noted that the GIS mapping for DPW's projects will be available in the upcoming weeks on the Department's webpage. This mapping will show all the projects occurring in the right of way with a rough estimate of when each project will be completed.

Discussion ensued between Ms. Lustig and Board members regarding two upcoming projects at Brewster Drive and Webster Street. Ms. Lustig emphasized that the goals of the Brewster Drive project are to tighten intersections to reduce and control speed, and to reduce impervious surfaces. This project will also potentially involve choosing a ground cover that the Town must be able to maintain on at least one of the corners of the intersection.

The goal of the Webster Street project is to implement certain traffic calming measures, shoulder lines to improve protections for bicyclists, and ADA compliant ramps. Relevant issues discussed related to this project included the efficacy of adding a crosswalk at Brookline Street across Webster Street, extending as much as space as possible for bike lanes, and the width of the road, which is currently set at 10.5 feet to enable safe transportation for trucks. Other topics related to pedestrian safety included identifying the safest bike route for high school students and pedestrian safety on Rosemary Street.

7:10 p.m. Appointment Calendar and Consent Agenda:

Motion by Ms. Cooley that the Board vote to approve the Appointment Calendar and Consent Agenda with the exception of the minutes from the April 16 meeting.
Second: Ms. Frail. Unanimously approved 5-0.

APPOINTMENT CALENDAR

1.	Ann Cosgrove	Registrar of Voters Term Exp: 3/31/2025
2.	Elizabeth Kaponya	Registrar of Voters Term Exp: 3/31/2026
3.	Kathy Jacques	Registrar of Voters Term Exp: 3/31/2027
4.	Joshua Levy	Stormwater By-Law Working Group Term Exp: 10/31/2024
5.	Tripp Pace	Stormwater By-Law Working Group Term Exp: 10/31/2024
6.	Artie Crocker	Climate Action Committee Term Exp: 6/30/2026
7.	Fred Moder	Climate Action Committee Term Exp: 6/30/2025

CONSENT AGENDA

1.	Approve Open Session Minutes of April 16, 2024; April 30, 2024; May 6, 2024; May 8, 2024; and May 13, 2024.
2.	Approve the following donations to the Needham Free Public Library: • From Dedham Savings Bank, $190; • From Worthy Book publishers, *The Score That Matters: Growing Excellence in Yourself and Those You Lead* by Ryan Hawk and Brook Cupps (estimated value $28); • From staff member Faith Crisley, multiple popular fiction and non-fiction titles, estimated value $80; • 5 copies of *Machine Guns & Typewriters,* donated by the author Robert W. Wallace (estimated value $130); and • *Brooklyn Goes Home: The Rise and Fall of American Greyhound Racing and the Dog That Inspired a Movement*, donated by the authors Christine A. Dorchak and Carey M. Theil (estimated value $20).
3.	Accept the following donation made to Needham's Aging Services Division: • $300 from Onita F. Oneal Revocable Trust
4.	Accept the following donation made to Needham's Department of Public Works, Parks and Forestry Division (Revised Donor Information) • A 14-foot tall Golden Larch tree valued at $1,859 from an anonymous resident to be placed at Walker Gordon Field
5.	Accept the following donation made to Needham Youth and Family Services:

	• $287.40 from Needham Community Council for community programming.
6.*	In accordance with Section 20B of the Town Charter, and upon the recommendation of the Town Manager and the Personnel Board, adopt a revised classification and compensation plan (Schedule A) for FY2024; and a revised classification and compensation plan (Schedule C) for FY2025 (consistent with the Board's vote for non-represented employees on March 26, 2024).
7.	Authorize the placement of Pride Month lawn signs at the Town Hall and Public Services Administration Building from June 1, 2024 through June 30, 2024.
8.	Approve 20B Exemption for the following individual to engage in work with the Needham Park and Recreation Department: Logan Demaria. (New item added)

NOTICE OF APPROVED BLOCK PARTIES

Name	Address	Party Location	Date	Time	Rain Date
Genevieve Paquette	11 James Avenue	James Avenue	6/15/24	12pm-3pm	6/22/24
Julie Venables	19 Mayo Avenue	Mayo Avenue	6/2/24	4pm-6:30pm	N/A

NOTICE OF APPROVED ONE-DAY SPECIAL ALCOHOL LICENSES

Hosting Organization	**Event Title**	**Location**	**Event Date**
League of Women Voters of Needham	LWV Needham Annual Meeting	The Center at the Heights, 300 Hillside Ave	5/23/2024
PanMass Challenge	PanMass Challenge	Trim Parking Lot, 231 Forest St.	8/2/2024
PanMass Challenge	PanMass Challenge	Trim Parking Lot, 231 Forest St	8/4/2024
Needham Pool and Racquet Club	New Member Welcome Event	Needham Pool and Racquet Club, 1545 Central Ave	6/7/2024
Wellesley Theatre Project	Teal Tie Affair	Powers Hall, Needham Town Hall	6/1/2024

7:11 p.m. Town Manager:

Town Manager Report

- Ms. Fitzpatrick noted that the celebrations in observance of the upcoming Juneteenth holiday will include a ceremony on the morning of June 19.
- The Needham MBTA line will be undergoing several improvements on the following dates: June 1, 2, 8, 9, 28, 29, 30 and July 1. There will be replacement bus service during these dates.

- Congressman Auchincloss accepted a proposal from the Town to include in the FY2025 federal budget a $3 million request to support small-scale cost-effective stormwater best management practices to facilitate flood reduction efforts and to reduce phosphorus load. The budget proposal is currently before the House Appropriations Committee.
- Katie King, Deputy Town Manager, has been granted Credential Manager Candidate Status from the International City County Management Association.

7:15 p.m. Board Discussion:

Committee Reports

Ms. Dowd reported that there will be 20 students from Needham joining the freshman class at the Minuteman High School in the fall. Ms. Cooley noted that the Town partners well with Minuteman to promote the opportunity among middle school students in Needham.

Ms. Frail attended a Holi celebration hosted by the Indian Community of Needham event and appreciated the very warm welcome.

Mr. Keane thanked Town residents and staff for their attendance at Memorial Day events in Town. He also reported that the Branding & Town Seal Committee is making progress.

7:24 p.m. Adjourn:
Motion by Ms. Frail that the Select Board vote to adjourn the Select Board meeting of Tuesday, May 28, 2024.
Second: Ms. Cooley. Unanimously approved 5-0.

A list of all documents used at this Select Board meeting is available at:
http://www.needhamma.gov/Archive.aspx?AMID=99&Type=&ADID

The next Select Board meeting is scheduled for Tuesday, June 11, 2024, at 6:00 p.m.

FISCAL YEAR 2024		
SCHEDULE A		
Effective July 1, 2023		
Full-time and regular part-time position classifications with corresponding classification		
Position Title	**Grade/Class.**	**FLSA status**
Administrative Analyst	GT06	non-exempt
Administrative Assistant	I-03	non-exempt
Administrative Specialist	I-05	non-exempt
Animal Control Officer	GF07	non-exempt
Applications Administrator	I-07	exempt
Arborist	N-5	non-exempt
Assistant Building Commissioner	10	exempt
Assistant Director of Aging Services/Counseling and Volunteers	11	exempt
Assistant Director of Aging Services/Programs and Transportation	10	exempt
Assistant Director of Assessing	9	exempt
Assistant Director of Building Maintenance	11	exempt
Assistant Director of Finance	13	exempt
Assistant Director of Human Resources	10	exempt
Assistant Director of Park & Recreation	11	exempt
Assistant Director of Public Health for Community & Environmental Health	11	exempt
Assistant Director of Public Health for Nursing & Behavioral Health	11	exempt
Assistant Director of Public Library	12	exempt
~~Assistant Director of Public Works/Building Maintenance~~	~~13~~	~~exempt~~
Assistant Director of Public Works/Operations	13	exempt
Assistant Fire Chief	Assistant Fire Chief	exempt
Assistant Superintendent	9	exempt
Assistant Town Accountant	9	exempt
Assistant Town Clerk	6	exempt
Assistant Town Engineer	11	exempt
Assistant Town Planner	7	exempt
Assistant Treasurer/Collector	9	exempt
AutoCAD Technician	GF04	non-exempt
Building Commissioner	12	exempt
~~Building Maintenanace Manager~~	~~11~~	~~exempt~~

Position Title	Grade/Class.	FLSA status
Building Maintenance Supervisor	9	exempt
Carpenter	B7	non-exempt
Chief Wastewater Operator	N-7	non-exempt
Children's Librarian	7	exempt
Children's Services Assistant	GT05	non-exempt
Civil Engineer	7	exempt
Clinician	I-07	exempt
Community Training Coordinator	7	exempt
Compliance Coordinator	6	exempt
Computer Operator	I-03	non-exempt
Conservation Manager	9	exempt
Conservation Specialist	I-06	non-exempt
Contract Administrator	8	exempt
Craftsworker (Building Maintenance)	B4	non-exempt
Craftsworker (DPW)	N-4	non-exempt
Custodian	B2	non-exempt
Deputy Fire Chief	F-4	non-exempt
Deputy Police Chief	14	exempt
Deputy Town Manager	16	exempt
Deputy Town Manager/Director of Finance	16	exempt
Director of Aging Services	13	exempt
Director of Assessing	12	exempt
Director of Building Maintenance	13	exempt
Director of Communications and Community Engagement	10	exempt
Director of Design and Construction	13	exempt
Director of Health and Human Services	14	exempt
Director of Human Resources	14	exempt
Director of Management Information Systems	14	exempt
Director of Park and Recreation	12	exempt
Director of Planning and Community Development	13	exempt
Director of Public Library	14	exempt
Director of Public Works	15	exempt
Director of Public Works Administration	12	exempt

Position Title	Grade/Class.	FLSA status
Director of Streets and Transportation	12	exempt
Director of Youth and Family Services	12	exempt
Division Superintendent, Parks and Forestry	12	exempt
Division Superintendent, Solid Waste/Recycling	12	exempt
Division Superintendent, Water/Sewer	12	exempt
Economic Development Manager	9	exempt
Electrician	B7	non-exempt
Emergency Management Administrator	11	exempt
EMS Administrator	EMS Administrator	non-exempt
Engineering Aide	GF02	non-exempt
Engineering Technician	GF05	non-exempt
Environmental Health Agent	I-07	non-exempt
Equipment Mechanic	N-5	non-exempt
Field Assessor	I-06	non-exempt
Finance Assistant	I-04	non-exempt
Fire Business Manager	9	exempt
Fire Captain	F-3	non-exempt
Fire Chief	Contract	exempt
Fire Inspector	Fire Inspector	non-exempt
Fire Lieutenant	F-2	non-exempt
Firefighter	F-1	non-exempt
Fleet Supervisor	10	exempt
GIS/Database Administrator	I-07	exempt
Heavy Motor Equipment Operator (HMEO)	N-4	non-exempt
Human Resources Coordinator	GT05	non-exempt
Human Resources Operations and Benefits Administrator	7	exempt
HVAC Supervisor	9	exempt
HVAC Technician	B7	non-exempt
Inspector of Plumbing & Gas	GT07	non-exempt
Inspector of Wires	GT07	non-exempt
Laborer 2	N-2	non-exempt
Laborer 3	N-3	non-exempt
Library Assistant	GT03	non-exempt

Position Title	Grade/Class.	FLSA status
Library Children's Supervisor	10	exempt
Library Circulation Supervisor	9	exempt
Library Reference Supervisor	10	exempt
Library Technical Services Supervisor	10	exempt
Library Technology Specialist/Archivist	11	exempt
Local Building Inspector	GT06	non-exempt
Management Analyst	8	exempt
Master Mechanic	N-7	non-exempt
Network Manager	I-11	exempt
Office Assistant	I-02	non-exempt
Park Ranger	B3	non-exempt
Payroll Coordinator	I-06	non-exempt
Plumber	B7	non-exempt
Police Administrative Specialist	I-06	non-exempt
Police Chief	Contract	exempt
Police Lieutenant	P-3	non-exempt
Police Maintenance Assistant	GF03	non-exempt
Police Officer	P-1	non-exempt
Police Sergeant	P-2	non-exempt
Project Manager	10	exempt
Public Health Nurse	I-09	exempt
Public Safety Dispatch Supervisor	GF10	non-exempt
Public Safety Dispatcher	GF07	non-exempt
Public Works Inspector	N-6	non-exempt
Public Works Technician	N-5	non-exempt
Recreation Supervisor	I-08	non-exempt
Reference Librarian/Digital Media Specialist	7	exempt
Reference Librarian/Program Specialist	7	exempt
Reference Librarian/Young Adult	7	exempt
Retirement Administrator*	9	exempt
Retirement Assistant*	GT04	non-exempt
Scalehouse Attendant	N-4	non-exempt
Senior Administrative Coordinator	I-07	non-exempt

Position Title	Grade/Class.	FLSA status
Senior AutoCAD Technician	GF06	non-exempt
Senior Custodian	B3	non-exempt
Senior Project Manager	12	exempt
SHINE Assistant Program Coordinator	GT07	non-exempt
SHINE Program Coordinator	GT08	non-exempt
Substance Use Prevention Program Coordinator	8	exempt
Support Services Manager	10	exempt
Survey Party Chief	GF06	non-exempt
Sustainability Manager	9	exempt
Technical Services Assistant	GT03	non-exempt
Technology Support Technician	I-06	non-exempt
Town Accountant	12	exempt
Town Engineer	13	exempt
Town Manager	Contract	exempt
Town Treasurer and Tax Collector	12	exempt
Transportation Coordinator	GT06	non-exempt
Traveling Meals Coordinator	GT05	non-exempt
Wastewater Operator	N-5	non-exempt
Water Treatment Facility Manager	10	exempt
Water Treatment Operator	N-5	non-exempt
Working Foreman	N-7	non-exempt
Zoning Specialist	GT06	non-exempt
*Needham Contributory Retirement Board position titles		

DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Grace Scifillitii
Title/ Position	**Rosemary Pool Lifeguard**
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	**Needham Park and Recreation**
Agency Address	**178 Rosemary St.**
Office phone:	**(781)- 455- 7930**
Office e-mail:	**parkandrecreation@needhamma.gov**
	Check one: ____ Elected or __X__ Non-elected
Starting date as a municipal employee.	June 15, 2024
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee.** ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee**. ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** _X_ **STATEMENT # 2:** I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** _X_ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	**Needham Park and Recreation** **178 Rosemary St.** **Needham MA, 02494**
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee.** The **"contracting agency"** is the **municipal agency that made the contract.** _X_ My Municipal Agency is not the contracting agency. _X_ My Municipal Agency does not regulate the activities of the contracting agency. _X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. _X_ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX** **IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. Needham Park and Recreation – Rosemary Pool Lifeguard Position.
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX** **IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. $17.87
Date when you acquired a financial interest	June 15, 2024
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it. **N/A**
Date when your immediate family acquired a financial interest	**N/A**
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. _X_ The services will be provided outside my normal working hours as a municipal employee. _X_ The services are not required as part of my regular duties as a municipal employee. _X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Grace Schifilliti
Date:	06/10/2024

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	Stacey Mulroy
Title/ Position	Park and Recreation Director
Municipal Agency:	Needham Park and Recreation
Agency Address:	178 Rosemary St. Needham MA,02494
Office Phone:	(781)-455-7930
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	Stacey Mulroy
Date:	06/10/2024

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	
Office Phone:	
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

NEEDHAM PARK AND RECREATION DEPARTMENT

Rosemary Recreation Complex
178 Rosemary Street
Needham, MA 02494
Tel: (781) 455-7930

June 10, 2024
Needham Select Board
Town of Needham
1471 Highland Avenue
Needham, MA 02492

Dear Chair Kevin Keane and Select Board members,

The purpose of this letter is to request your approval for me to hold more than one appointed position with the Town.

The multiple appointed positions that I wish to hold are:

1. Coach with Needham Public Schools
2. Pool Lifeguarde for the Needham Park & Recreation Department

There will be no conflict with any School Department responsibilities, as the schools are not in session during the summer months. I will work 20-30 hours per week, for ten weeks.

Please do not hesitate to contact me if I can provide any further information.

Sincerely,

Grace Schifilliti

Grace Schifilliti

DISCLOSURE BY MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(b)

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Katherine Kurdziel
Title/ Position	**Summer Camp Site Supervisor**
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	**Needham Park and Recreation**
Agency Address	**178 Rosemary St.**
Office phone:	**(781)- 455- 7930**
Office e-mail:	**parkandrecreation@needhamma.gov**
	Check one: ____ Elected or __X__ Non-elected
Starting date as a municipal employee.	June 15, 2024
BOX # 1 **Select either STATEMENT #1 or STATEMENT #2.** **Write an X beside your financial interest.**	**ELECTED MUNICIPAL EMPLOYEE** I am an **elected municipal employee.** ___ **STATEMENT #1**: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. **OR** ___ **STATEMENT #2**: I will have a new financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** ____ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2 **Select either STATEMENT #1 or STATEMENT #2.**	**NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE** I am a **non-elected municipal employee.** ___ **STATEMENT # 1**: I had one of the following financial interests in a contract made by a municipal agency **before** I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

Write an X beside your financial interest.	**My financial interest in a municipal contract is:** ____ A municipal agency has a contract with me, but not an employment contract. ____ I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. **-- OR --** _X_ **STATEMENT # 2:** I will have a **new** financial interest in a contract made by a municipal agency. **My financial interest in a municipal contract is:** _X_ I have a non-elected, compensated municipal employee position. ____ A municipal agency has a contract with me. ____I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. ____ I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
Name and address of municipal agency that made the contract	**Needham Park and Recreation** **178 Rosemary St.** **Needham MA, 02494**
Please put in an X to confirm these facts.	**"My Municipal Agency"** is the municipal agency that I serve as a **municipal employee.** The **"contracting agency"** is the **municipal agency that made the contract.** _X_ My Municipal Agency is not the contracting agency. _X_ My Municipal Agency does not regulate the activities of the contracting agency. _X_ In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency. _X_ The contract was made after public notice or through competitive bidding.
FILL IN THIS BOX OR THE BOX BELOW	**ANSWER THE QUESTION IN THIS BOX** **IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.** - Please explain what the contract is for. Needham Park and Recreation – Summer Camp Site Supervisor Position.
FILL IN THIS BOX OR THE BOX ABOVE	**ANSWER THE QUESTIONS IN THIS BOX** **IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.** - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?

What is your financial interest In the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. $18.98
Date when you acquired a financial interest	June 15, 2024
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it. **N/A**
Date when your immediate family acquired a financial interest	**N/A**
Write an X to confirm each statement.	**FOR A CONTRACT FOR PERSONAL SERVICES –** **Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).** I will have a contract with a municipal agency to provide personal services. _X_ The services will be provided outside my normal working hours as a municipal employee. _X_ The services are not required as part of my regular duties as a municipal employee. _X_ For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	Katherine Kurdziel
Date:	06/10/2024

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	Stacey Mulroy
Title/ Position	Park and Recreation Director
Municipal Agency:	Needham Park and Recreation
Agency Address:	178 Rosemary St. Needham MA,02494
Office Phone:	(781)-455-7930
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	Stacey Mulroy
Date:	06/10/2024

APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN OR TOWN COUNCIL

	INFORMATION ABOUT APPROVING BODY
Name:	
Title/ Position	
Agency Address:	
Office Phone:	
	APPROVAL
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

NEEDHAM PARK AND RECREATION DEPARTMENT

Rosemary Recreation Complex
178 Rosemary Street
Needham, MA 02494
Tel: (781) 455-7930

June 10, 2024
Needham Select Board
Town of Needham
1471 Highland Avenue
Needham, MA 02492

Dear Chair Kevin Keane and Select Board members,

The purpose of this letter is to request your approval for me to hold more than one appointed position with the Town.

The multiple appointed positions that I wish to hold are:

1. Teacher with Needham Public Schools
2. Camp Site Supervisor for the Needham Park & Recreation Department

There will be no conflict with any School Department responsibilities, as the schools are not in session during the summer months. I will work 30-40 hours per week, for ten weeks.

Please do not hesitate to contact me if I can provide any further information.

Sincerely,

Katherine Kurdziel

Katherine Kurdziel

Town of Needham
Water Sewer Billing System
Abatement Form

FROM: DEPARTMENT OF PUBLIC WORKS
TO: TOWN TREASURER AND COLLECTOR
CC: TOWN ACCOUNTANT

WHEREAS the approporate divisions of the Department of Public Works have submitted to you the following commitment(s) on the dates listed below for the collection of water, sewer revenue and

WHEREAS certain inadvertent error(s) were made in said commitment(s), it is hearby requested that you abate these particular account(s) in the amount(s) stated below.

Water Sales:	$0.00
Water Irrigation:	-$1,097.26
Water Admin Fees:	$0.00
Sewer Sales:	$0.00
Transfer Station Charges:	$0.00
Total Abatement:	$1,097.26

Order #: 1329
Read and Approved:

Date

06-06-24

Director of Public Works

Date

Town Manager

Town of Needham
Water Sewer Billing System
Abatement Form

Customer Name	Customer ID #	Location ID #	Street #	Street Name	Domestic Water	Sewer	Irrigation Water	Total	Reason Code	Prepared By:
Anthony Nannini	14981	15192	39	Lewis St	$0.00	$0.00	-$1,097.26	$1,097.26	ACC	KB
				Totals:	$0.00	$0.00	-$1,097.26	$1,097.26		

ALSO, LET THIS SERVE AS AUTHORIZATION TO ABATE ANY PENALTY OR INTEREST WHICH HAS ACCRUED DUE TO THE NON-PAYMENT OF AMOUNTS AS STATED ABOVE.

Verified By:

Mangement Analyst, DPW