



TOWN OF ACTON

472 MAIN STREET
ACTON, MA 01720

(978) 264-9617 TELEPHONE
(978) 264-9630 FAX

FINANCE DEPARTMENT
STEPHEN G. BARRETT, CPA, DIRECTOR

July 11, 2003

TO: Don P. Johnson
FROM: Steve Barrett CPA *SCB*
RE: Sewer Operation and Maintenance Expenses

The Sewer Commissioners have asked for data pursuant to our FY 03 actual expenses. Attached please find the following:

- Total Expenses FY 03
- Total Budgeted Expenses FY 04

Please note that the contract for treatment plant operations for FY 04 is currently in the RFP phase and has not been finalized.

TOWN OF ACTON
SEWER ENTERPRISE FUND - OPERATION AND MAINTENANCE
TOTAL EXPENSES - FY 03

SALARIES & BENEFITS	\$	53,168.86
UTILITIES & PASS-THROUGH COSTS		121,040.07
CONTRACTUAL SERVICES		221,100.00
RESERVE FOR BAD DEBT/OVERLAY EXPENSE		58,000.00
OTHER EXPENSES		<u>9,338.34</u>
SUBTOTAL FY 03	\$	462,647.27
MONTHS		12
AVERAGE MONTHLY COST	\$	38,553.94

**TOWN OF ACTON
SEWER ENTERPRISE FUND - OPERATION AND MAINTENANCE
TOTAL BUDGETED EXPENSES - FY 04**

SALARIES & BENEFITS	\$	62,586.00
UTILITIES & PASS-THROUGH COSTS		128,800.00
CONTRACTUAL SERVICES		240,000.00
RESERVE FOR BAD DEBT/OVERLAY EXPENSE		58,000.00
OTHER EXPENSES		<u>4,000.00</u>
SUBTOTAL FY 03 (UNAUDITED)	\$	493,386.00
MONTHS		12
AVERAGE MONTHLY COST	\$	41,115.50