



TOWN OF MEDFIELD

MEETING NOTICE

POSTED:

TOWN CLERK

TOWN OF MEDFIELD, MASS.

2019 JAN 25 P 2:07

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 39 SECTION 23A AS AMENDED.

OFFICE OF THE
TOWN CLERK

Board of Selectmen

Board or Committee

PLACE OF MEETING	DAY, DATE, AND TIME
Town Hall, Chenery Meeting Room 2 nd floor	Tuesday January 29, 2019 @ 7:00 PM

AGENDA (SUBJECT TO CHANGE)

7:00 PM Call to order

Disclosure of video recording

We want to take a moment of appreciation for our Troops serving in the Middle East and around the world

Citizen Comment

Appointments

7:00 PM James Goldstein, Michael Taylor, Christian Donner

Discuss Mass Trails Grant Program application

Action Items

Megan Sullivan, Chair of the Transfer Station and Recycling Committee requests the Selectmen vote to appoint Annette Wells to the Committee

Selectman Marcucci recommends Laurel Scotti's appointment to the Town Wide Master Planning Committee

Discussion Items

DPW Director Maurice Goulet to discuss DEP approval of Surface Water Discharge Permit

Ongoing FY2020 Budget Review

Vote to approve preliminary Town Budgets

Public Works, Director Maurice Goulet

Council on Aging, Director Roberta Lynch

Police Department, Interim Chief John Wilhelmi

Facilities Director, Amy Colleran

Town Administrator six month goals

Holiday Stroll budget update

Regional 40B housing letter

Pending

Historical Society water bill

Licenses and Permits (consent agenda)

Hannah Adams Woman's Club requests a one-day wine and malt beverage permit for event on Thursday March 14, 2019 to be held at the Zullo Gallery

Review Board of Selectmen Action List

Selectmen Report

Informational

Letter from William O'Donnell, Norfolk County Register of Deeds regarding data on CPA Surcharges by Town Reports from Sovereign Consulting, Inc. regarding groundwater sampling for Irving Gas Station, Route 27

E. Clarke

1-25-2019

RECEIVED
TOWN OF MEDFIELD, MASS.
2019 JAN 25 P 2:08
OFFICE OF THE
TOWN CLERK



Evelyn Clarke <eclarke@medfield.net>

Grant application from Medfield to MassTrails Grant Program

1 message

James Goldstein <jgold@tellus.org>

To: "eclarke@medfield.net" <eclarke@medfield.net>

Cc: "sraposa@medfield.net" <sraposa@medfield.net>, Michael Taylor <circa1680@aol.com>, Christian Donner <c@donners.com>, Paula Crerar <paula@crerars.net>

Wed, Jan 23, 2019 at 4:23 PM

Ms. Clarke,

I am working closely with Town Planner Sarah Raposa on the preparation of an application to the MassTrails Grant Program for additional funding support for the Medfield Rail Trail. In order for the Selectmen to authorize submission of the application we would like to be on the agenda for the Selectmen's meeting on Tuesday, January 29th.

Please confirm this item will be added to the agenda and, if possible, let us know approximately what time this will be discussed.

Thanks very much for your help,

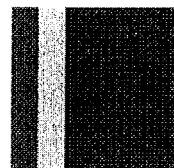
James Goldstein

Friends of Medfield Rail Trail and

Bay Colony Rail Trail Association

Annette Wells

51 West Mill St.
Medfield, MA 02052



1/15/2019

Megan
TSARC Chair
Medfield, MA 02052

Dear Megan,

I am requesting to become a member of the Transfer Station and Recycling Committee. I had previously been a member of the committee for a few years. I found my name in the 1993 Annual Report. This was back in the day when recycling in Medfield was in its infant stage. We also started the very first "Swap Area". I have been very active with the current Swap Area the past 3 years. I truly believe in reusing items and there has certainly been a surge in reuse in the town in the past few years.

Thank you for your consideration,

Annette Wells



Laurel Scotti
10 Green Street, Unit 14
Medfield, MA 02052

January 18, 2019

Board of Selectmen
Medfield Town Hall
459 Main Street
Medfield, MA 02052

Gentlemen:

The opportunity to participate in creating a vision for Medfield's future is both a privilege and challenge. I very much want to be a part of planning for what the future of our town could be and, I believe, will be.

Five years ago I made Medfield my home. Although I may still be considered a "newbie", in those five years I have become a part of the community and enjoy the company of the friends I have made and the different organizations in which I've become involved. I am currently the Treasurer of my condo association, Treasurer of the Cultural Council, member of the Medfield Garden Club (past Board member for two years), volunteer and member of the Medfield Historical Society and volunteer at Dwight Derby House and Holiday Stroll.

I am also the grandmother of two extraordinary grandsons, ages 7 and 11, who keep me busy attending school events, sporting events (I have been called the basketball team's best cheerleader) and concerts. In five short years, I have become very connected to the Town and the people.

Prior to "retiring" in 2013, I had spent 30 years managing health and welfare, annuity and pension plans, as a Branch Manager for a third-party administrator, followed by Fund Manager for self-administered and self-funded Taft-Hartley funds. In such positions, I managed people and systems; assured compliance with Trust Agreements and Plan Documents; issued, reviewed and analyzed RFPs; attended board meetings; and reported to the Chairmen. During my tenure, I reorganized and reduced office staff, designed and furnished three branch offices, hired all staff for one office, merged three sister funds into one, and led the transition of one fund from being insured to self-funded, saving \$1 million. My basic management philosophy is that everyone, from the top down, contributes to the whole.

I have given a great deal of thought to joining the Town Master Planning Committee and would consider it a privilege to be a part of this endeavor.

Sincerely,

Laurel M. Scotti



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

Central Regional Office • 8 New Bond Street, Worcester MA 01606 • 508-792-7650

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Matthew A. Beaton
Secretary

Martin Suuberg
Commissioner

RECEIVED

JAN 10 2019

MEDFIELD SELECTMEN

January 7, 2019

Michael J. Sullivan
Town Administrator
459 Main Street
Medfield, MA 02052

Re: Medfield – BWR – MA0100978
314 CMR 3.00, Surface Water Discharge
ACOP-CE-18-1N001 - 00004655
Approval of Evaluation and
Compliance Schedule

Dear Mr. Sullivan:

In accordance with Paragraph 8.B. of the above referenced Administrative Consent Order (the "Order"), the town of Medfield submitted a written evaluation of the wastewater treatment facility's ability to meet its seasonal total phosphorus limit of 0.1 mg/l. The town submitted this evaluation on October 1, 2018.

The Massachusetts Department of Environmental Protection ("MassDEP") has reviewed the evaluation and met with representatives of the town and its consultant, Weston & Sampson, on December 12, 2018 to discuss action items and reached an agreement upon the deadlines for completing each action item.

MassDEP hereby **approves** the evaluation report subject to the following conditions:

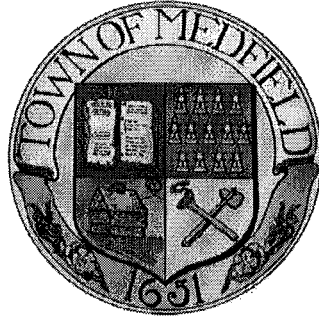
1. From December 1, 2018 to November 30, 2019, the town shall conduct additional influent and effluent sampling for total phosphorus for improved chemical dosage. The sampling shall consist of grab samples performed three (3) times a week. Sampling shall occur at the same location and at the same time each day a sample is obtained. Results of the sampling shall be recorded and available upon request.
2. By March 1, 2019, the town shall implement the relocation of the chemical injection point of poly aluminum chloride (PAC) and/or sodium aluminate from the primary clarifier influent channel to the influent lift pumps.
3. By March 1, 2019, the town shall install a static mixer within the influent trough of the sand filter unit and include a chemical injection point of PAC and/or SA for improved filter performance.

This information is available in alternate format. Contact Michelle Waters-Ekanem, Director of Diversity/Civil Rights at 617-292-5751.
TTY# MassRelay Service 1-800-439-2370

MassDEP Website: www.mass.gov/dep

Printed on Recycled Paper

Medfield DPW



FY 2020

Operating Budget

HIGHWAY

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Highway**

REVISED 1-15-19

ORGANIZATION CODE **01-422-1 and 01-422-2**

SUMMARY:

	FY2019 <u>Appropriation</u>	FY2020 <u>Request</u>
TOTAL SALARIES (Include Longevity \$	922,928	\$ 929,605
TOTAL OPERATIONS	\$ 373,910	\$ 373,410
TOTAL BUDGET	\$ 1,296,838	\$ 1,303,015

COMMENTS:

510100 HIGHWAY SALARIES: Add \$6,677.00

Normal step and longevity increases that are given to hourly employees

524100 CLOTHING ALLOWANCE: Transfer \$500.00 to EQUIPMENT REPAIR & MAINTENANCE budget. When mechanics position was transferred from Highway to Equipment Repair & Maintenance the clothing allowance for that particular employee was not transferred over.

1/26/2018

14:58

TOWN OF MEDFIELD

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FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
HWAY					
HWAY					
HWAY-SALARY EXPENSE					
HWAY					
221 510100 HIGHWAY SALARIES	923,462.34	916,228.00	922,655		
221 510130 LONGEVITY-HIGHWAY	6,250.00	6,700.00	6,950		
TOTAL HIGHWAY-SALARY EXPENSE	929,712.34	922,928.00	929,605		
HWAY-OPERATING EXPENSES					
HWAY					
222 520100 ADVERTISING	2,689.53	2,000.00	2,000		
222 520210 HIGHWAY MATERIALS	274,660.23	273,000.00	273,000		
222 520300 EQUIP REPAIR & SERVICE	14,929.99	16,750.00	16,750		
222 520305 REPAIRS-DAM/BRIDGE	.00	5,000.00	5,000		
222 520500 OTHER EQUIPMENT	.00	.00	0		
222 521100 UTIL-ELECTRICITY	.00	.00	0		
22 521301 GASOLINE	702.90	.00	0		
22 521310 UTIL-TN GAR-FUEL+OIL	.00	.00	0		
22 521500 UTIL-TELEPHONE	.00	.00	0		
22 521700 DUES & MEMBERSHIPS	3,189.30	1,500.00	1,500		
22 521710 LICENSES	611.35	1,200.00	1,200		

/26/2018

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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

PAGE 116

3HWAY	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
1222 521800 TRAINING & EDUCATION	5,207.75	4,500.00	4,500		
1222 521901 MEDICAL SERV+SUPPLIES	2,966.95	3,000.00	3,000		
1222 521908 POLICE SPECIAL DETAIL	14,589.32	13,500.00	13,500		
1222 522005 CONTRACTED PW SERVICES	17,705.73	20,000.00	20,000		
1222 522062 STORMWATER MANAGEMENT	.00	20,000.00	20,000		
222 522500 PRINTING-POSTG-STATIONERY	44.72	660.00	660		
222 523200 MEALS	.00	300.00	300		
222 524100 CLOTHING ALLOWANCE	6,000.00	6,000.00	5,500		
222 524500 MEETINGS+CONFERENCES	2,920.82	5,000.00	5,000		
222 540220 OFFICE SUPPLIES	7,184.22	1,500.00	1,500		
222 580055 HIGHWAY ENCUMB OP EXP	8,151.11	.00	0		
TOTAL HIGHWAY-OPERATING EXPENSES	361,553.92	373,910.00	373,410		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST WORKSHEET	1,291,266.26	1,296,838.00	1,303,015		

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Highway**

ORGANIZATION CODE **01-422-1 and 01-422-2**

	<u>SUMMARY:</u>	
	FY2019 <u>Appropriation</u>	FY2020 <u>Request</u>
TOTAL SALARIES (Include Longevity	\$ 922,928	\$ 929,605
TOTAL OPERATIONS	\$ 373,910	\$ 373,910
TOTAL BUDGET	\$ 1,296,838	\$ 1,303,515

COMMENTS:

510100 HIGHWAY SALARIES: Add \$6,677.00
Normal step and longevity increases that are given to hourly employees

10/26/2018
11:14:58

TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
HIGHWAY					
HIGHWAY					
HIGHWAY-SALARY EXPENSE					
HIGHWAY					
014221 510100 HIGHWAY SALARIES	923,462.34	916,228.00	922,655		
014221 510130 LONGEVITY-HIGHWAY	6,250.00	6,700.00	6,950		
TOTAL HIGHWAY-SALARY EXPENSE	929,712.34	922,928.00	929,605		
HIGHWAY-OPERATING EXPENSES					
HIGHWAY					
014222 520100 ADVERTISING	2,689.53	2,000.00	2,000		
014222 520210 HIGHWAY MATERIALS	274,660.23	273,000.00	273,000		
014222 520300 EQUIP REPAIR & SERVICE	14,929.99	16,750.00	16,750		
014222 520305 REPAIRS-DAM/BRIDGE	.00	5,000.00	5,000		
014222 520500 OTHER EQUIPMENT	.00	.00	0		
014222 521100 UTIL-ELECTRICITY	.00	.00	0		
014222 521301 GASOLINE	702.90	.00	0		
014222 521310 UTIL-TN GAR-FUEL+OIL	.00	.00	0		
014222 521500 UTIL-TELEPHONE	.00	.00	0		
014222 521700 DUES & MEMBERSHIPS	3,189.30	1,500.00	1,500		
014222 521710 LICENSES	611.35	1,200.00	1,200		

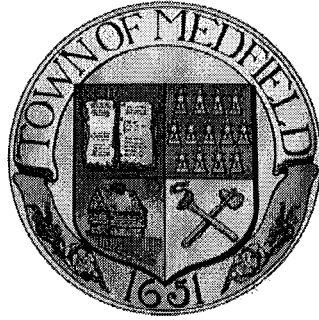
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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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HIGHWAY	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
014222 521800 TRAINING & EDUCATION	5,207.75	4,500.00	4,500		
014222 521901 MEDICAL SERV+SUPPLIES	2,966.95	3,000.00	3,000		
014222 521908 POLICE SPECIAL DETAIL	14,589.32	13,500.00	13,500		
014222 522005 CONTRACTED PW SERVICES	17,705.73	20,000.00	20,000		
014222 522062 STORMWATER MANAGEMENT	.00	20,000.00	20,000		
014222 522500 PRINTING-POSTG-STATIONERY	44.72	660.00	660		
014222 523200 MEALS	.00	300.00	300		
014222 524100 CLOTHING ALLOWANCE	6,000.00	6,000.00	6,000		
014222 524500 MEETINGS+CONFERENCES	2,920.82	5,000.00	5,000		
014222 540220 OFFICE SUPPLIES	7,184.22	1,500.00	1,500		
014222 580055 HIGHWAY ENCUMB OP EXP	8,151.11	.00	0		
TOTAL HIGHWAY-OPERATING EXPENSES	361,553.92	373,910.00	373,910		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST WORKSHEET	1,291,266.26	1,296,838.00	1,303,515		

Medfield DPW



FY 2020

Operating Budget

CEMETERY

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Cemetery**

ORGANIZATION CODE **01-491-1 and 01-491-2**

	<u>SUMMARY:</u>	
	FY2019 <u>Appropriation</u>	FY2020 <u>Request</u>
TOTAL SALARIES (Include Longevity \$	144,868	\$ 147,884
TOTAL OPERATIONS	\$ 45,446	\$ 45,446
TOTAL BUDGET	\$ 190,314	\$ 193,330

COMMENTS:

510100 CEMETERY SALARIES: Add \$3,016.00

Normal step and longevity increases that are given to hourly employees

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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
CEMETERY					
CEMETERY					
CEMETERY-SALARY EXPENSE					
CEMETERY					
014911 510100 CEMETERY SALARIES	121,309.91	144,868.00	147,884		
014911 510110 CEMETERY ENCUMB WAGES	.00	.00	0		
014911 510130 LONGEVITY-CEMETERY	.00	.00	0		
TOTAL CEMETERY-SALARY EXPENSE	121,309.91	144,868.00	147,884		
CEMETERY-OPERATING EXPENSES					
CEMETERY					
014912 520200 GROUNDS & BUILDG MAINT	9,026.47	7,500.00	7,500		
014912 520300 EQUIP REPAIR & SERVICE	14,037.55	10,000.00	10,000		
014912 520500 OTHER EQUIPMENT	.00	.00	0		
014912 521301 GASOLINE	4,975.12	4,746.00	4,746		
014912 521600 UTIL-WATER & SEWER	.00	200.00	200		
014912 522030 CONTRACT SVCE-CEMETERY	15,700.00	15,000.00	15,000		
014912 522070 AVENUE MAINTENANCE	.00	2,000.00	2,000		
014912 522071 FERTILIZER	26.85	4,000.00	4,000		
014912 522072 TOOLS	.00	400.00	400		
014912 522500 PRINTING-POSTG-STATY	14.22	300.00	300		

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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

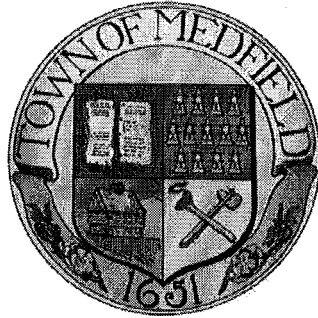
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CEMETERY	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
014912 524100 CLOTHING ALLOWANCE	1,000.00	1,000.00	<u>1,000</u>		
014912 540220 OFFICE SUPPLIES	462.02	300.00	<u>300</u>		
014912 580055 CEM ENCUMB OP EXP	1,424.76	.00	<u>0</u>		
TOTAL CEMETERY-OPERATING EXPENSES	46,666.99	45,446.00	<u>45,446</u>		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST WORKSHEET	167,976.90	190,314.00	<u>193,330</u>		

TOWN OF WEARFIELD

Name	*****FY2018*****						*****FY2019*****						*****FY2020*****					
	Gr	St	Hrs/ Weeks	Hourly/ Salary	FY2018 Total	FY2018 Grand Total	Gr	St	Hrs/ Weeks	Hourly/ Salary	FY2019 Total	FY2019 Grand Total	Gr	St	Hrs/ Weeks	Hourly/ Salary	FY2020 Total	FY2020 Grand Total
Cemetery 01-491-1																		
DellaCamera, Steven	50	4	40.00	23.86	49,628.80	0.00	50	5	40.00	25.03	52,062.40	0.00	50	6	40.00	25.74	53,539.20	53,539.20
Mandell, Timothy L																		
Rebola, Joseph	50	5	40.00	24.54	51,043.20	0.00	50	6	40.00	25.74	53,539.20	0.00	50	7	40.00	26.48	55,078.40	55,078.40
Overtime					38,496.00	0.00					39,266.00	0.00					39,266.00	39,266.00
TOTALS					139,168.00	0.00					144,867.60	0.00					147,883.60	147,884

Medfield DPW



FY 2020

Operating Budget

EQUIPMENT & REPAIR

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Equipment Repair and Maint.**

ORGANIZATION CODE **01-426-1 and 01-426-2**

REVISED 1-15-19

SUMMARY:

	FY2019 <u>Appropriation</u>	FY2020 <u>Request</u>
TOTAL SALARIES (Include Longevity)	\$ 137,108	\$ 140,540
TOTAL OPERATIONS	\$ 208,950	\$ 209,450
TOTAL BUDGET	\$ 346,058	\$ 349,990

COMMENTS:

510100 DPW EQUIPMENT REPAIR SALARIES: Add \$3,432.00
Normal step and longevity increases that are given to hourly employees

524100 CLOTHING ALLOWANCE: \$500.00 Transferred from Highway Clothing Allowance line item
for mechanic's position that was brought to this budget previously

/26/2018
:14:58

TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
EQUIPMENT REPAIR & MAINTENANCE					
EQUIPMENT REPAIR & MAINTENANCE					
EQUIP REPAIR MAINT-SALARY EXPENSE					
EQUIPMENT REPAIR & MAINTENANCE					
261 510100 DPW EQ REP SALARIES	71,143.04	137,108.00	140,540		
261 510130 LONGEVITY-EQUIP MAINT	.00	.00	0		
TOTAL EQUIP REP MAINT-SALARY EXPENSE	71,143.04	137,108.00	140,540		
EQUIP REPAIR MAINT-OPERATING EXP					
EQUIPMENT REPAIR & MAINTENANCE					
62 520300 EQUIP REPAIR & SERVICE	174,653.36	173,000.00	173,000		
62 520500 OTHER EQUIPMENT	.00	.00	0		
62 521301 GASOLINE	30,788.04	35,250.00	35,250		
62 521901 MEDICAL SERV+SUPPLIES	.00	200.00	200		
62 524100 CLOTHING ALLOWANCE	500.00	500.00	1,000		
62 580055 EQUIP ENCUMB OP EXP	74.03	.00	0		
TOTAL EQUIP REP MAINT-OPERATING EXP	206,015.43	208,950.00	209,450		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST	277,158.47	346,058.00	349,990		
WORKSHEET					

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Equipment Repair and Maint.**

ORGANIZATION CODE **01-426-1 and 01-426-2**

	<u>SUMMARY:</u>	
	<u>FY2019</u> <u>Appropriation</u>	<u>FY2020</u> <u>Request</u>
TOTAL SALARIES (Include Longevity)	\$ 137,108	\$ 140,540
TOTAL OPERATIONS	\$ 208,950	\$ 208,950
TOTAL BUDGET	<u><u>\$ 346,058</u></u>	<u><u>\$ 349,490</u></u>

COMMENTS:

510100 DPW EQUIPMENT REPAIR SALARIES: Add \$3,432.00
Normal step and longevity increases that are given to hourly employees

10/26/2018
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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
EQUIPMENT REPAIR & MAINTENANC					

EQUIPMENT REPAIR & MAINTENANC					

EQUIP REP MAINT-SALARY EXPENSE					

EQUIPMENT REPAIR & MAINTENANC					

014261 510100 DPW EQ REP SALARIES	71,143.04	137,108.00	140,540		
014261 510130 LONGEVITY-EQUIP MAINT	.00	.00	0		
TOTAL EQUIP REP MAINT-SALARY EXPENSE	71,143.04	137,108.00	140,540		
EQUIP REP MAINT-OPERATING EXP					

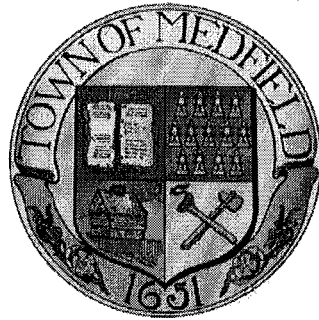
EQUIPMENT REPAIR & MAINTENANC					

014262 520300 EQUIP REPAIR & SERVICE	174,653.36	173,000.00	173,000		
014262 520500 OTHER EQUIPMENT	.00	.00	0		
014262 521301 GASOLINE	30,788.04	35,250.00	35,250		
014262 521901 MEDICAL SERV+SUPPLIES	.00	200.00	200		
014262 524100 CLOTHING ALLOWANCE	500.00	500.00	500		
014262 580055 EQUIP ENCUMB OP EXP	74.03	.00	0		
TOTAL EQUIP REP MAINT-OPERATING EXP	206,015.43	208,950.00	208,950		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST WORKSHEET	277,158.47	346,058.00	349,490		

TOWN OF MEADFIELD

*****FY2018*****										*****FY2019*****										*****FY2020*****									
Name	calc on 52 wks for hourly					calc on 52 wks for hourly					calc on 52 wks for hourly																		
	Gr	St	Weeks	Hourly/ Salary	FY2018 Total	Long	FY2018 Grand Total	Gr	St	Weeks	Hourly/ Salary	FY2018 Total	Merit	Long	FY2019 Grand Total	Gr	St	Weeks	Hourly/ Salary	FY2018 Total	Merit	Long	FY2020 Grand Total						
Equipment & Maint 01-426-1																													
Hernandez, Javier	70	6	40.00	30.48	63,388.40	0.00	63,388.40																						
Chabot, Kevin								70	7	40.00	32.02	68,601.60		0.00	68,601.60		70	8	40.00	32.98	68,598.40		0.00	68,598.40					
								40	7	40.00	24.07	50,065.60			50,065.60		40	8	40.00	24.78	51,500.80		0.00	51,500.80					
Overtime																													
					19,674.00		19,674.00					20,067.00			20,067.00									20,067.00					
Part-time					367.00	0.00	367.00					374.00		0.00	374.00								0.00	374.00					
TOTALS					83,439.40	0.00	83,439.40					137,108.20		0.00	137,108.20								0.00	140,540.20					

Medfield DPW



FY 2020

Operating Budget

**PUBLIC WORKS
UTILITIES**

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **PW Utilities**

ORGANIZATION CODE **01-430-2**

SUMMARY:

FY2019
Appropriation

FY2020
Request

TOTAL OPERATIONS	\$	101,514	\$	101,514
TOTAL BUDGET	\$	<u>101,514</u>	\$	<u>101,514</u>

COMMENTS:

NO CHANGES REQUESTED

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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
PUBLIC WORKS UTILITIES					

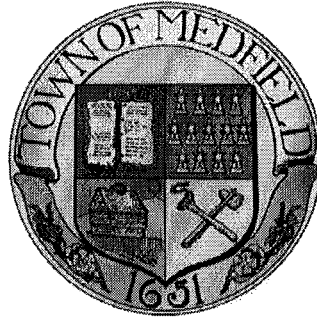
PUBLIC WORKS UTILITIES					

PW UTILITIES-OPERATING EXPENSE					

PUBLIC WORKS UTILITIES					

014302 521101 UTIL-TOWN GARAGE-ELECTRIC	38,726.69	43,260.00	43,260		
014302 521102 UTIL-SOLID WASTE ELECTRICITY	8,069.74	6,954.00	6,954		
014302 521310 UTIL-TN GAR-HEAT	24,836.11	42,800.00	42,800		
014302 521500 UTIL-TELEPHONE	12,946.62	8,500.00	8,500		
014302 521600 UTIL-WATER & SEWER	1,318.56	.00	0		
014302 580055 PW UTIL ENCUMB OP EXP	629.79	.00	0		
TOTAL PW UTILITIES-OPERATING EXPENSE	86,527.51	101,514.00	101,514		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST WORKSHEET	86,527.51	101,514.00	101,514		

Medfield DPW



FY 2020

Operating Budget

SEWER ENTERPRISE

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Sewer**

ORGANIZATION CODE **61-420-1 and 61-420-2**

	<u>SUMMARY:</u>	
	<u>FY2019</u> <u>Appropriation</u>	<u>FY2020</u> <u>Request</u>
TOTAL SALARIES (Include Longevity	\$ 220,845	\$ 268,456
OPERATIONS	\$ 834,530	\$ 857,530
EMERGENCY RESERVE FUND	\$ 50,000	\$ 50,000
INFILTRATION INLOW RESERVE	\$ 50,000	\$ 50,000
TOTAL OPERATIONS	\$ 934,530	\$ 957,530
TOTAL BUDGET	\$ 1,155,375	\$ 1,225,986

COMMENTS:

510100 SEWER DEPT SALARIES: Add \$2,870.00

Normal step and longevity increases that are given to hourly employees

510100 SEWER DEPT SALARIES: Add \$44,740.80

Proposed new WWTP Maintenance Technician position (Grade 40, Step 3) requested by MassDEP

521100 UTIL-ELECTRICITY: Add \$18,000.00

Up front electricity costs that will be reimbursed as energy credits in revenue but cannot be accessed through the operating budget. These energy credits offset the electricity costs.

522310 SEWER CHEMICALS: Add \$5,000.00

Additional chemical usage to comply with MassDEP consent order for high Phosphorous levels

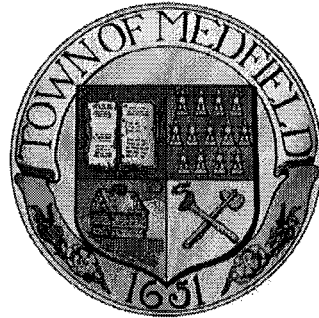
TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
SEWER DEPARTMENT					
SEWER DEPT - SALARY EXPENSE					
614201 510100 SEWER DEPT SAL	195,113.09	219,845.00	267,456.20		
614201 510110 PAYROLL ENCUMBRANCE	-	-	0		
614201 510130 LONGEVITY-SEWER	1,000.00	1,000.00	1,000		
Total SEWER DEPT - SALARY EXPENSE	196,113.09	220,845.00	268,456		
SEWER DEPT - OPERATING EXPENSE					
614202 520300 EQUIP REPAIR+SERV	80.76	2,500.00	2,500		
614202 521100 UTIL-ELECTRICITY	123,685.96	106,600.00	124,600		
614202 521300 UTIL-FUEL & OIL	19,988.55	22,800.00	22,800		
614202 521301 GASOLINE	815.34	6,780.00	6,780		
614202 521500 UTIL-TELEPHONE	3,142.51	5,250.00	5,250		
614202 521600 UTIL-WATER & SEWER	354.00	1,000.00	1,000		
614202 521700 DUES & MEMBERSHIPS	200.00	500.00	500		
614202 521710 LICENSES	251.00	300.00	300		
614202 521800 TRAINING & EDUCATION	1,910.00	1,800.00	1,800		
614202 521901 MEDICAL SERV+SUPPLIES	217.00	500.00	500		
614202 521908 POLICE SPECIAL DETAIL	-	1,500.00	1,500		
614202 522050 CONTRACT SERVICES	94,805.89	199,000.00	199,000		
614202 522060 SEWER SLUDGE DISPOSAL	199,754.30	209,000.00	209,000		
614202 522300 SEWER SUPPLIES	137,437.86	171,500.00	171,500		
614202 522310 SEWER CHEMICALS	74,683.69	85,000.00	90,000		
614202 522500 PRINTING-POSTG-STATY	1,447.77	4,000.00	4,000		
614202 523022 LAB FEES	24,130.75	14,000.00	14,000		
614202 524100 CLOTHING ALLOWANCE	1,500.00	2,000.00	2,000		
614202 524500 MEETINGS+CONFERENCES	-	500.00	500		
614202 529990 RES FD CP SEW-INFILTR INFLOW	39,685.00	50,000.00	50,000		
614202 529991 RES FD CP SEW-EMERG RESERVE	-	50,000.00	50,000		
614202 580055 SEWER ENT ENCUMB EXP	3,768.29	-			
Total SEWER DEPT - OPERATING EXPENSE	727,858.67	934,530.00	957,530		
SEW ENT-INDIR/ALLOC COSTS					
6142082 599000 INTERFD TRF OUT-OFU	589,079.00	556,673.00			
TOTAL SEWER DEPARTMENT	1,513,050.76	1,712,048.00			

TOWN OF MEDFORD

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Medfield DPW



FY 2020

Operating Budget

SIDEWALKS

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Sidewalks**

ORGANIZATION CODE **01-429-2**

SUMMARY:

FY2019
Appropriation

FY2020
Request

TOTAL OPERATIONS	\$	35,000	\$	40,000
TOTAL BUDGET	\$	35,000	\$	40,000

COMMENTS:

520220 SIDEWALK MATERIALS: ADD \$5,000.00

For added sidewalk rehab, maintenance and new sidewalk work moving forward

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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
SIDEWALKS					

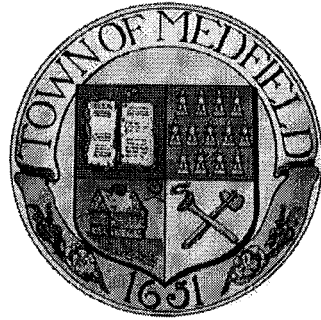
SIDEWALKS					

SIDEWALKS-OPERATING EXPENSES					

SIDEWALKS					

014292 520220 SIDEWALK MATERIALS	30,000.00	35,000.00	<u>40,000</u>		
014292 580055 SIDEWALKS ENCUMB OP EXP	.00	.00	<u>0</u>		
TOTAL SIDEWALKS-OPERATING EXPENSES	30,000.00	35,000.00	<u>40,000</u>		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST WORKSHEET	30,000.00	35,000.00	<u>40,000</u>		

Medfield DPW



FY 2020

Operating Budget

SNOW & ICE

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Snow and Ice**

ORGANIZATION CODE **01-423-1 and 01-423-2**

	<u>SUMMARY:</u>	
	FY2019 <u>Appropriation</u>	FY2020 <u>Request</u>
TOTAL SALARIES	\$ 110,459	\$ 110,459
TOTAL OPERATIONS	\$ 182,973	\$ 182,973
TOTAL BUDGET	<u>\$ 293,432</u>	<u>\$ 293,432</u>

COMMENTS:

NO CHANGES REQUESTED

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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
SNOW & ICE					

SNOW & ICE					

SNOW & ICE-SALARY EXPENSE					

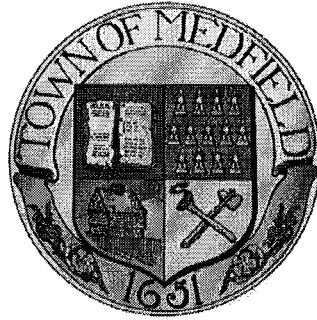
SNOW & ICE					

014231 510100 SNOW SAL EXP	212,049.60	110,459.00	<u>110,459</u>		
TOTAL SNOW & ICE-SALARY EXPENSE	212,049.60	110,459.00	<u>110,459</u>		
SNOW & ICE-OPERATING EXPENSE					

SNOW & ICE					

014232 520300 EQUIP REPAIR & SERVICE	39,831.97	40,000.00	<u>40,000</u>		
014232 520500 OTHER EQUIPMENT	.00	.00	<u>0</u>		
014232 521301 GASOLINE	10,590.25	19,371.00	<u>19,371</u>		
014232 522000 CONTRACTED SNOW PLOWING	41,960.00	40,061.00	<u>40,061</u>		
014232 522100 SAND & SALT	106,517.03	79,541.00	<u>79,541</u>		
014232 523200 MEALS	5,147.73	4,000.00	<u>4,000</u>		
TOTAL SNOW & ICE-OPERATING EXPENSE	204,046.98	182,973.00	<u>182,973</u>		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST WORKSHEET	416,096.58	293,432.00	<u>293,432</u>		

Medfield DPW



FY 2020

Operating Budget

**SOLID WASTE
DISPOSAL**

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Solid Waste Disposal**

ORGANIZATION CODE **01-433-1 and 01-433-2**

	<u>SUMMARY:</u>	
	<u>FY2019</u> <u>Appropriation</u>	<u>FY2020</u> <u>Request</u>
TOTAL SALARIES (includes Longevity)	\$ 190,626	\$ 192,444
OPERATIONS	\$ 145,150	\$ 145,150
TIPPING FEE	\$ 296,232	\$ 316,232
TOTAL OPERATIONS	\$ 441,382	\$ 461,382
TOTAL BUDGET	\$ 632,008	\$ 653,826

COMMENTS:

510100 SOLID WASTE SALARIES: Add \$1,818.00

Normal step and longevity increases that are given to hourly employees

522020 CONTRACT SERVICE - TIPPING FEE: Add \$20,000.00

Increase in recycling costs and transportation due in part to new China restricted policies

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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
SOLID WASTE DISPOSAL					

SOLID WASTE DISPOSAL					

SOLID WASTE DISPOSAL-SALARY EX					

SOLID WASTE DISPOSAL					

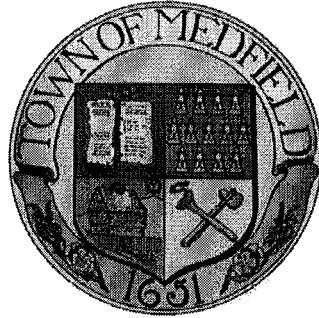
014331 510100 SOLID WASTE SALARIES	199,140.05	189,976.00	191,744		
014331 510130 LONGEVITY-SOLID WASTE	600.00	650.00	700		
TOTAL SOLID WASTE DISPOSAL-SALARY EX	199,740.05	190,626.00	192,444		

SOLID WASTE DISP-OPERATING EXP					

SOLID WASTE DISPOSAL					

014332 520200 GROUNDS & BUILDG MAINT	44,198.87	14,000.00	14,000		
014332 520300 EQUIP REPAIR & SERVICE	17,071.07	70,000.00	70,000		
014332 521301 GASOLINE	17,920.43	11,750.00	11,750		
014332 521901 MEDICAL SERV+SUPPLIES	1,465.08	400.00	400		
014332 521908 POLICE SPECIAL DETAIL	2,539.88	7,000.00	7,000		
014332 522020 CONTR SVCE-TIPPING FEE	237,445.36	296,232.00	316,232		
014332 522080 CONTRACTED SVE-LANDFILL	29,852.59	41,000.00	41,000		
014332 522081 RECYCLING	2,552.03	.00	0		
014332 524100 CLOTHING ALLOWANCE	1,000.00	1,000.00	1,000		
014332 580055 SOL WASTE ENCUMB OP EXP	.00	.00	0		
TOTAL SOLID WASTE DISP-OPERATING EXP	354,045.31	441,382.00	461,382		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST	553,785.36	632,008.00	653,826		
WORKSHEET					

Medfield DPW



FY 2020

Operating Budget

TREE

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Tree**

ORGANIZATION CODE **01-294-1 and 01-294-2**

SUMMARY:

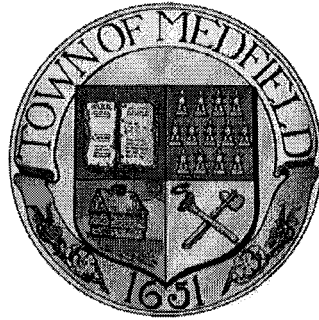
	FY2019 <u>Appropriation</u>	FY2020 <u>Request</u>
TOTAL SALARIES	\$ 23,078	\$ 23,078
TOTAL OPERATIONS	\$ 45,097	\$ 45,097
TOTAL BUDGET	\$ 68,175	\$ 68,175

COMMENTS:

NO CHANGES REQUESTED

	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
TREE					
TREE					
TREE-SALARY EXPENSE					
012941 510100 TREE SALARIES	20,852.69	23,078.00	23,078		
TOTAL TREE-SALARY EXPENSE	20,852.69	23,078.00	23,078		
TREE-OPERATING EXPENSE					
TREE					
012942 521301 GASOLINE	332.88	1,017.00	1,017		
012942 521500 UTIL-TELEPHONE	340.48	480.00	480		
012942 521908 POLICE SPECIAL DETL	1,823.04	2,000.00	2,000		
012942 522010 CONTRACT SVCE-TREE	30,798.00	40,000.00	40,000		
012942 522411 TREE SUPPLIES	1,641.45	1,600.00	1,600		
012942 580055 TREE ENCUMB OP EXP	.00	.00	0		
TOTAL TREE-OPERATING EXPENSE	34,935.85	45,097.00	45,097		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST	55,788.54	68,175.00	68,175		

Medfield DPW



FY 2020

Operating Budget

WATER ENTERPRISE

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Water**

ORGANIZATION CODE **60-410-1 and 60-410-2**

	<u>SUMMARY:</u>	
	<u>FY2019</u> <u>Appropriation</u>	<u>FY2020</u> <u>Request</u>
TOTAL SALARIES (Include Longevity	\$ 411,676	\$ 419,222
OPERATIONS	\$ 520,520	\$ 520,520
EMERGENCY RESERVE FUND	\$ 50,000	\$ 50,000
TOTAL OPERATIONS	\$ 570,520	\$ 570,520
TOTAL BUDGET	\$ 982,196	\$ 989,742

COMMENTS:

510100 WATER DEPT SALARIES: Add \$7,546.00

Normal step and longevity increases that are given to hourly employees

520300 EQUIPMENT REPAIR AND SERVICE: Transfer \$2,500.00

Transfer the funds from 522200 WATER SUPPLIES for the added repair and service

TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
WATER DEPARTMENT					
WATER DEPT.-SALARY EXPENSE					
604101 510100 WATER DEPT SAL	356,703.68	410,126.00	417,572.20		
604101 510130 LONGEVITY-WATER	1,250.00	1,550.00	1,450		
Total WATER DEPT.-SALARY EXPENSE	357,953.68	411,676.00	419,222		
WATER DEPT.-OPERATING EXPENSE					
604102 520300 EQUIP REPAIR+SERV	379.62	7,500.00	10,000		
604102 521100 UTIL-ELECTRICTY PUMPS	191,654.55	200,000.00	200,000		
604102 521300 UTIL-FUEL & OIL	5,168.73	10,800.00	10,800		
604102 521301 GASOLINE	2,856.66	4,520.00	4,520		
604102 521500 UTIL-TELEPHONE	2,080.18	2,000.00	2,000		
604102 521600 UTIL-WATER & SEWER	-	-	0		
604102 521700 DUES & MEMBERSHIPS	329.18	1,200.00	1,200		
604102 521710 LICENSES	1,237.26	800.00	800		
604102 521800 TRAINING & EDUCATION	2,028.00	2,900.00	2,900		
604102 521901 MEDICAL SERV+SUPPLIES	160.00	500.00	500		
604102 521908 POLICE SPECIAL DETAIL	2,628.10	3,500.00	3,500		
604102 522050 CONTRACT SERVICES-WATER	56,208.18	70,000.00	70,000		
604102 522061 WELL REPAIR	-	-	0		
604102 522200 WATER SUPPLIES	174,901.32	152,500.00	150,000		
604102 522320 WATER CHEMICALS	19,246.71	35,000.00	35,000		
604102 522500 PRINTNG-POSTG-STATY	2,864.51	7,000.00	7,000		
604102 523022 LAB FEES	7,845.41	18,500.00	18,500		
604102 524100 CLOTHING ALLOWANCE	2,500.00	2,500.00	2,500		
604102 524500 MEETINGS+CONFERENCES	325.00	1,300.00	1,300		
604102 529980 RES FD CP WAT-EMERG FESERVE	-	50,000.00	50,000		
604102 580055 WATER ENTR ENCUMB EXP	14,996.00	-	0		
Total WATER DEPT.-OPERATING EXPENSE	487,409.41	570,520.00	570,520		
WAT ENT-INDIR/ALLOC COST					
6041082 599000 INTERFD TRF OUT-OFU	990,064.00	1,059,547.00			
TOTAL WATER DEPARTMENT	1,835,427.09	2,041,743.00			

TOWN OF MEDFIELD

FY2020

**BUDGET REQUEST
SUMMARY SHEET**

DEPARTMENT Council on Aging
 ORGANIZATION CODE 01-541-1 AND 01-541-2

SUMMARY

	FY2019 <u>Appropriation</u>	FY2020 <u>Request</u>
TOTAL SALARIES (Include Longevity)	\$ <u>182,268</u>	<u>198,475*</u>
TOTAL OPERATIONS	\$ <u>54,610</u>	<u>55,060</u>
TOTAL BUDGET	\$ <u>236,878</u>	\$ <u>253,535*</u>

*rounded to the nearest dollar

- The COA submits the following budget with a realistic assessment of what is needed to maintain our Monday through Saturday schedule and continue our current services to the seniors in the community.
- The budget reflects a 7% increase which is the addition of 2 Saturday staff who will each work 7 hours on 48 days. The program continues to be very popular. We have served 121 unduplicated individuals for a duplicated participation of 923 for a total of 1,440 hours of socialization/programming, with an average daily participation of 56.

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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
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UNCIL ON AGING

UNCIL ON AGING-SALARY EXPENS

UNCIL ON AGING

5411 510100 COA SALARIES	168,440.29	181,118.00	<u>197,225</u>		
5411 510130 LONGEVITY-COA	1,050.00	1,150.00	<u>1250</u>		
TOTAL COUNCIL ON AGING-SALARY EXPENS	169,490.29	182,268.00	<u>198,475</u>		

UNCIL ON AGING-OPERATING EXP

UNCIL ON AGING

5412 520112 INFORMTN TECH-COMCAST	957.75	960.00	<u>960</u>		
20201 GRNDS MAINT/LANDSCAPG	6,642.31	7,000.00	<u>7500</u>		
5412 520202 BUILDING MAINTENANCE	84.04	.00	<u>0</u>		
5412 520203 PREVENTATIVE MAINT	901.11	1,400.00	<u>1400</u>		
5412 520300 EQUIPMT REPAIR & SERV	4,128.21	4,200.00	<u>4200</u>		
5412 520500 OTHER EQ/COPIER+TONER	4,361.83	3,600.00	<u>3600</u>		
5412 521100 UTIL-ELECTRICITY	13,383.97	15,000.00	<u>15,500</u>		
5412 521300 UTIL-HEAT-OIL/GAS	3,438.51	4,500.00	<u>4500</u>		
5412 521301 GASOLINE	2,028.34	2,500.00	<u>2500</u>		
5412 521500 UTIL-TELEPHONE	3,076.89	3,600.00	<u>3400</u>		
5412 521600 UTIL-WATER & SEWER	1,136.88	1,700.00	<u>1700</u>		

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TOWN OF MEDFIELD
FY2020 DEPARTMENTAL BUDGET REQUEST
WORKSHEET

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UNCIL ON AGING	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
5412 521800 TRAINING & EDUCATION	285.00	1,000.00	1000		
5412 522500 PRINTING-POSTG-STATY	2,437.24	2,500.00	2500		
5412 523613 CONTR SVC-WASTE REMVL	.00	.00			
5412 523614 CONTR SVC-SOFTWARE LIC/SUPP	990.00	1,300.00	1300		
5412 524500 MEETINGS+CONFERENCES	432.00	600.00	500		
5412 524600 SENIOR PROGRAM DEVELOPMENT	2,142.95	2,800.00	2800		
5412 540220 OFFICE SUPPLIES	1,617.85	1,750.00	1600		
5412 570010 CAR ALLOW/MILEAGE	57.46	200.00	100		
5412 580055 COA ENCUMB OP EXP	300.75	.00			
TOTAL COUNCIL ON AGING-OPERATING EXP	48,403.09	54,610.00	55060		
TOTAL FY2020 DEPARTMENTAL BUDGET REQUEST WORKSHEET	217,893.38	236,878.00	253,535		

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Police Admin/Public Safety Building**

ORGANIZATION CODE **01-210-1-2**

SUMMARY:

	2019 <u>Appropriation</u>	2020 <u>Request</u>
TOTAL OPERATIONS	\$ 130,679	\$ 139,500
TOTAL BUDGET	\$ 130,679	\$ 139,500

COMMENTS:

0121012521100 Electricity an increase of 5,500 to bring the line item close to the usage amount

0121012521500 Telephones an increase of 1,971 to bring the line item closer to the usage amount

0121012521600 Water & Sewer an increase of 1,350 with a doubling of the fire staff there is more usage
an increase of 6.75%

TOWN OF MEDFIELD
BUDGET WORKSHEETS
FY2020

	FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATED AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
POLICE DEPARTMENT					
POL ADM-PUBL SAF BLD OP EXP					
0121012 520115 TELEPROCESSING	1,120.84	0	0		
0121012 520200 GROUNDS & BLDG MAINT	0	0	0		
0121012 520500 OTHER EQUIPMENT	0	0	0		
0121012 520600 EQUIP MAINT CONTRACTS	0	0	0		
0121012 521100 UTIL-ELECTRICITY	81,710.64	69,500	75,000		
0121012 521300 UTIL-NATURAL GAS	16,886.34	21,000	21,000		
0121012 521305 GENERATOR MAINT+SUPPL	0	0	0		
0121012 521500 UTIL-TELEPHONE	47,765.01	38,029	40,000		
0121012 521600 UTIL-WATER & SEWER	3,559.52	2,150	3,500		
0121012 540000 SUPPLY EXPENSE	1,441.83	0	0		
0121012 540140 BOOKS-PERIODCLS-SUBSC	0	0	0		
0121012 540230 COPY MACHINE SUPPL	0	0	0		
TOTAL POL ADM-PUBL SAF BLD OP EXP	152,484.18	130,679	139,500	0	0

TOWN OF MEDFIELD

FY 2020

BUDGET REQUEST

SUMMARY SHEET

DEPARTMENT **Police Operations**

ORGANIZATION CODE **01-210-2-1 and 01-210-2-2**

SUMMARY:

	<u>2019</u> <u>Appropriation</u>	<u>2020</u> <u>Request</u>
TOTAL SALARIES (Include Longevity) \$	<u>2,360,046</u>	<u>\$ - 2,433,874</u>
TOTAL OPERATIONS	<u>\$ 224,479</u>	<u>\$ 240,494</u>
TOTAL BUDGET	<u>\$ 2,584,525</u>	<u>\$ 2,674,368</u>

COMMENTS:

salary increase of 73,818 for step increases and longevity increases
per contract

0121022520610 Radiuo maintenance decrease of 1,000.

0121022520600 equipment maintenance increase 12,015.

0121022521800 training and education increase of 5,000.

operating increase of 16,015

toal increas of 2.5%

Town of Merfield

Name	Gr	St	Hrs/ Weeks	FY2018 Hourly/ Salary	Total	Long	FY2018 Grand Total
Police-Operations 01-210-2-1							
Anderson, Larz	Sgt	3		1,423.25	74,009.00	600.00	74,609.00
Bonadies, Christopher	Off	1		1,027.08	53,408.16	0.00	53,408.16
Bento-Manguallo, Michelle	Off	6		1,196.03	62,193.56	600.00	62,793.56
Branze, Joseph	Off	3		1,091.59	56,762.68	0.00	56,762.68
Burgess, Daniel	Sgt	3		1,423.25	74,009.00	1,000.00	75,009.00
Burton, Ray Moore	Sgt	3		1,423.25	74,009.00	1,000.00	75,009.00
D'Natalie, Christine	Off	6		1,196.03	62,193.56	600.00	62,793.56
Fabbio, Loma-New Hire	Sgt	3	New Hire	1,423.25	74,009.00	1,000.00	75,009.00
Flaherty, Robert	Off	6		1,196.03	62,193.56	1,000.00	63,193.56
Geary, John	Sgt	3		1,423.25	74,009.00	1,000.00	75,009.00
Gelach, Georganne	SO OM	40.00		29.69	61,755.20	1,000.00	62,755.20
Gertsch, John	Disp	5		869.78	45,228.56	1,000.00	46,228.56
Goding, John	Off	1	New Hire	1,027.08	53,408.16	0.00	53,408.16
Keleher, Patrick	Off	3		1,091.59	56,762.68	0.00	56,762.68
LaPlante, Thomas	Off	6		1,196.03	62,193.56	1,000.00	63,193.56
Maxfield, Ryan	Off	3		1,091.59	56,762.68	0.00	56,762.68
Meaney, Robert	Chief			salaried	131,380.00	550.00	131,930.00
New Hire							
O'Rourke, Ryan	Disp	1		706.53	36,739.56	0.00	36,739.56
Roy, Colby	Off	3		1,091.59	56,762.68	0.00	56,762.68
Sallate, Wayne	Off	6		1,196.03	62,193.56	550.00	62,743.56
Saulnier, Michael	Off	1		1,027.08	53,408.16	0.00	53,408.16
Shebertes, Joseph	Disp						
Stanley, Michael	off						
Tabarani, Thomas	Disp	5		869.78	45,228.56	1,000.00	46,228.56
Treggieri, Paul	Disp	4		823.33	42,813.16	0.00	42,813.16
Walsh, Alicia Dee							
Wilhelmi, John	DepCh	3		salaried	95,506.64	1,000.00	96,506.64
AED Stipend		23		600.00	13,800.00		13,800.00
EMO Stipend		4		1,000.00	4,000.00		4,000.00
pt dispatcher-Cronin, Sandra		40	7	23.60	23,930.40	0.00	23,930.40
Total salaried					1,568,770.08	12,950.00	1,581,720.08
Bonadies, Christopher							
Cookins, John							

continued next page
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Town of Medfield

Town of Medfield																	
FY2018																	
Name	Gr	St	calc on 52 wks for hourly			FY2018 Grand Total	Long	FY2019									
			Hrs/Weeks	Hourly Salary	Total			Gr	St	Hrs/Weeks	Hourly Salary	Total	Long	FY2019 Grand Total			
continued from prev page																	
custodian						0.00		Sheberies, Joseph dispatcher								0.00	
night differential					31,137.00	31,137.00									0.00		
shift commander					12,982.00	12,982.00									31,137.00		
training					65,545.00	65,545.00									13,242.00		
court					15,158.00	15,158.00									66,856.00		
investigation					9,398.00	9,398.00									15,158.00		
vacation					142,166.00	142,166.00									9,398.00		
various					15,886.00	15,886.00									145,009.00		
holiday					76,362.00	76,362.00									15,886.00		
sick					71,090.00	71,090.00									76,362.00		
Community events					48,512.00	48,512.00									72,512.00		
Quinn bill					196,216.00	196,216.00									72,512.00		
School traffic					55,860.00	55,860.00									48,512.00		
prisoner watch					4,348.00	4,348.00									182,041.00		
Total other pay					744,660.00	744,660.00									182,041.00		
GRAND TOTALS					2,313,430.08	12,950.00	2,326,380								56,977.20		
															56,977.20		
															—		
															4,348.00		
															4,348.00		
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POLICE OPERATIONS-SALARY EXP					
0121021 510100 POLICE OP SAL EXP	2,375,756.02	2,347,846	2,423,624		
0121021 510110 POL OP ENCUMB WAGES	0	0	0		
0121021 510125 RETRO CONTRACT WAGES	0	0	0		
0121021 510130 POLICE LONGEVITY	11,950.00	12,200	10,250		
Total POLICE OPERATIONS-SALARY EXP	2,387,706.02	2,360,046	2,433,874	0	0
POLICE OPERATIONS-OPERATING EX					
0121022 520115 TELEPROCESSING	0	1,318	1,318		
0121022 520300 CRUISER REPAIR+SERV	18,529.12	26,000	26,000		
0121022 520500 OTHER EQUIPMENT	805.06	2,000	2,000		
0121022 520510 POLICE OFFICER EQUIPMENT	20,896.35	17,525	17,525		
0121022 520600 EQUIP MAINT CONTRACTS	31,485.37	32,985	45,000		
0121022 520610 RADIO REPAIRS+MAINT	3,286.40	5,000	4,000		
0121022 521301 GASOLINE	20,944.28	33,918	33,918		
0121022 521700 DUES & MEMBERSHIPS	9,024.00	9,000	9,000		
0121022 521800 TRAINING & EDUCATION	31,873.68	25,000	30,000		
0121022 521900 PROFESSIONAL SERVICES	7,960.10	3,000	3,000		
0121022 521901 MEDICAL SERV+SUPPLIES	52,740.88	10,000	10,000		
0121022 522500 PRINTNG-POSTG-STATY	1,990.77	1,960	1,960		
0121022 523200 MEALS	235.73	400	400		
0121022 524100 UNIFORMS	34,611.16	44,473	44,473		
0121022 540000 SUPPLY EXPENSE	0	4,000	4,000		
0121022 540140 BOOKS-PERIODICALS-SUBSCRIPTION	5,301.46	3,000	3,000		

0121022 540220 OFFICE SUPPLIES	2,563.17	4,000	4,000		
0121022 540230 COPY MACHINE SUPPLIES	226.42	700	700		
0121022 540251 PETTY CASH	0	100	100		
0121022 540280 PHOTO SUPPLIES	0	0	0		
0121022 570010 CAR ALLOW/MILEAGE	0	100	100		
0121022 580055 POL OP ENCUMB OP EXP	2,138.94	0	0		
Total POLICE OPERATIONS-OPERATING EX	244,612.89	224,479	240,494	0	0
TOTAL POLICE OPERATIONS	2,632,318.91	2,584,525	2,674,118		

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Traffic Markings and Signs**

ORGANIZATION CODE **01-210-4-2**

	<u>SUMMARY:</u>	
	2019 <u>Appropriation</u>	2020 <u>Request</u>
TOTAL OPERATIONS	\$ 68,324	\$ 71,024
TOTAL BUDGET	\$ 68,324	\$ 71,024

COMMENTS:

0121042521240 street signs - line item increased 2,700 for purchase of light at South & Pound Streets
increase of 3%

TRAFFIC MARK SIGNS-OPER EXPENS

0121042 521220 TRAFFIC LIGHT MAINTENANCE	8,267.00	16,524	16,524		
0121042 521230 TRAFFIC MARKINGS	0	46,000	46,000		
0121042 521240 STREET SIGNS	2,635.55	5,800	8,500		
0121042 580055 TRAFFIC ENCUMB OP EXP	0	0			
TOTAL TRAFFIC MARK SIGNS-OPER EXPENS	10,902.55	68,324	71,024		

SCHOOL TRAFFIC-SALARY EXPENSE

POLICE DEPARTMENT

0121051 510100 SCHL TRAFFIC SAL EXP	0	0			
0121051 510110 SCH TRAFFIC ENCUMBERED WAGES	0	0			
Total SCHOOL TRAFFIC-SALARY EXPENSE	0	0			
Total SCHOOL TRAFFIC-SALARY EXPENSE " 0.00"	0				

SCHOOL TRAFFIC-OPERATING EXP

POLICE DEPARTMENT

0121052 524100 UNIFORMS	0	0			
0121052 580055 ENCUMB OP EXP	0	0			
Total SCHOOL TRAFFIC-OPERATING EXP	0	0			
Total SCHOOL TRAFFIC-OPERATING EXP " 0.00"	0				

WORKSHEET

2020
BUDGET REQUEST
SUMMARY SHEET

ORGANIZATION CODE **01-292-1 and 01-292-2**

	2019 <u>Appropriation</u>	2020 <u>Request</u>
TOTAL SALARIES (Include Longevity	\$ 94,046	\$ 94,046
TOTAL OPERATIONS	\$ 14,978	\$ 14,978
TOTAL BUDGET	\$ 109,024	\$ 109,024

Budget remains as is

TOWN OF MEDFIELD
BUDGET WORKSHEETS
FY2020

FY2018 EXPENDED ACTUAL	FY2019 APPROPRIATE AMOUNTS	FY2020 BUDGET REQUESTS	WARRANT COMMITTEE RECOMMENDS	FY 2020 APPROPRIATED AT TOWN MTG
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ANIMAL CONTROL

ANIMAL CONTROL-SALARY EXPENSE

ANIMAL CONTROL

012921 510100 ACO SALARIES	93,061.42	93,046	93,046		
012921 510110 ANIMAL CON ENCUMBERED WAGE:	0.00	0	0		
012921 510130 LONGEVITY-ACO	<u>1,000.00</u>	<u>1,000</u>	<u>1,000</u>		
Total ANIMAL CONTROL-SALARY EXPENSE	94,061.42	94,046	94,046	0	0

ANIMAL CONTROL-OPERATING EXP

012922 520300 EQUIP REPAIR & SERVICE	1,208.82	2,360	2,360		
012922 520500 OTHER EQUIPMENT	63.60	400	400		
012922 520520 KENNEL OPERATIONS	7,000.00	7,000	7,000		
012922 520610 RADIO MAINTENANCE	475.00	429	429		
012922 521301 GASOLINE	886.52	2,764	2,764		
012922 521700 DUES & MEMBERSHIPS	150.00	200	200		
012922 521800 TRAINING & EDUCATION	0.00	500	500		
012922 522500 PRINTNG-POSTG-STATY	38.02	75	75		
012922 523022 LAB FEES	255.00	500	500		
012922 524100 UNIFORMS	315.00	750	750		
012922 580055 ACO ENCUMB OP EXP	<u>1,542.00</u>	<u>0</u>	<u>0</u>		
Total ANIMAL CONTROL-OPERATING EXP	11,933.96	14,978	14,978	0	0
TOTAL ANIMAL CONTROL	105,995.38	109,024	109,024	0	0

WORKSHEET

Town of Westfield		FY2018						FY2019						FY2020									
		calc on 52 wks for hourly						calc on 52 wks for hourly						calc on 52 wks for hourly									
Name		Gr	St	Hrs/Weeks	Hourly Salary	FY2018 Total	Long	FY2018 Grand Total	Gr	St	Hrs/Weeks	Hourly Salary	FY2018 Total	Long	FY2018 Grand Total	Gr	St	Hrs/Weeks	Hourly Salary	FY2018 Total	Merit	Long	FY2020 Grand Total
Animal Control Officers 01-292-1																							
Cronin, Jennifer Shaw		PS	9/max	40	27.41	57,012.80	1,000.00	58,012.80	PS	9/max	40	27.95	58,136.00	1,000.00	59,136.00	PS	9/max	40	27.95	58,136.00		1,000.00	59,136.00
LaPlante, Robert T.		PS	9/max	annual spend	27.41	3,505.00		3,505.00	PS	9/max	annual spend	27.95	5,000.00		5,000.00	PS	9/max	annual spend	27.95	5,000.00			5,000.00
Saltee, Lori		PS	9/max	annual spend	27.41	3,505.00		3,505.00	PS	9/max	annual spend	27.95	5,000.00		5,000.00	PS	9/max	annual spend	27.95	5,000.00			5,000.00
overtime						19,037.00		19,037.00					15,925.00		15,925.00					15,925.00			15,925.00
holidays						2,322.00		2,322.00					2,368.00		2,368.00					2,368.00			2,368.00
sick						2,166.00		2,166.00					2,600.00		2,600.00					2,600.00			2,600.00
vacation						3,938.00	0.00	3,938.00					4,017.00	0.00	4,017.00					4,017.00	0.00		4,017.00
TOTALS						91,485.80	1,000.00	92,486					93,046.00	1,000.00	94,046					93,046.00	1,000.00		94,046

TOWN OF MEDFIELD
FY 2020
BUDGET REQUEST
SUMMARY SHEET

DEPARTMENT **Facilities Manager/Public Buildings**

ORGANIZATION CODE **01-192-1 and 01-192-2**

Revised 12/11/18

SUMMARY:

	FY2019 <u>Appropriation</u>	FY2020 <u>Request</u>
TOTAL SALARIES	\$ 103,023	\$ 139,970
TOTAL OPERATIONS	\$ 231,460	\$ 233,110
TOTAL BUDGET	<u>\$ 334,483</u>	<u>\$ 373,080</u>

COMMENTS:

TOWN OF WESTFIELD

Name	FY2018					FY2019					FY2020				
	calc on 52 wks for hourly					calc on 52 wks for hourly					calc on 52 wks for hourly				
	Gr	St	Hrs/Weeks	Hourly Salary	FY2018 Grand Total	Gr	St	Hrs/Weeks	Hourly Salary	FY2019 Grand Total	Gr	St	Hrs/Weeks	Hourly Salary	FY2020 Grand Total
Town Hall/Public Bldgs-Prop Maint 01-192-1															
Jerry McCarthy 20% of School's projected contract of \$128,750															
Seaman, Andrew/McCarthy				25,750.00	25,750.00										
Langille, Wayne				58,000.00	58,000.00										
New Hire: 6 General Maintenance															
Jafolla, Eric	40	8	9	24.27	11,358.36										
Overtime															
Totals				95,108.36	95,108.36										
Langille, Wayne hired 9/4/17 \$27.88 70/3															
Jerry McCarthy 20% of School's projected contract of \$132,612.50															
McCarthy				26,522.50	26,522.50										
Langille, Wayne				62,774.40	62,774.40										
New Hire: 6 General Maintenance															
Jafolla, Eric	40	8	9	25.46	11,915.28										
Overtime															
Totals				103,022.98	103,022.98										
Jerry McCarthy 20% of School's projected contract of \$132,612.50															
McCarthy				26,522.50	26,522.50										
Langille, Wayne				62,774.40	62,774.40										
New Hire: 6 General Maintenance															
Jafolla, Eric	40	8	9	25.46	11,915.28										
Overtime															
Totals				103,022.98	103,022.98										

TOWN OF MEDFIELD
BUDGET WORKSHEETS

FY2020

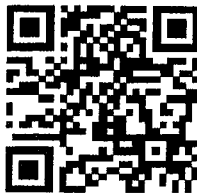
	FY2018	FY2019	FY2020	WARRANT	FY 2020
	EXPENDED	APPROPRIATED	BUDGET	COMMITTEE	APPROPRIATED
	ACTUAL	AMOUNTS	REQUESTS	RECOMMENDS	AT TOWN MTG
PUBLIC BLDGS+PROPERTY MAINT					

PUB BLDG+PROP MAI-SALARY					

011921 510100 PUB BLD+PROP MAI SAL EXP	83,429.69	103,023			
Total PUB BLDG+PROP MAI-SALARY	83,429.69	103,023			
PUB BLDG+PROP MAI-EXP					

011922 521500 UTIL-CELL PHONE	0.00	1,800			
011922 524010 100 TN HALL BLDG CONTR	33,724.89	21,350			
011922 524020 200 PUBL SAF BLD CONT	46,002.81	47,400			
011922 524040 422 DPW TN GAR B CONTR	8,164.69	25,060			
011922 524054 541 COA BLDG CONTRACTS	11,100.76	18,800			
011922 524061 610 LIBRARY BLDG CONTRAC	28,623.51	36,800			
011922 524063 630 PARK+REC BLD CONTRACTS	28,537.47	26,100			
011922 524064 691 DWIGHT DERBY BLDG CONTR	0.00	0			
011922 524100 CLOTHG/CELL PH ALLOW	0.00	500			
011922 540220 OFFICE SUPPL FAC MGR	13.37	1,800			
011922 540230 CopyMachSupp Fac Mgr	0.00	100			
011922 543010 100 TN HALL MAIN+REPAIRS	10,796.83	12,450			
011922 543020 200 PUBL SAF MAIN+REP	9,733.41	9,950			
011922 543040 422 DPW TN GAR MA+REP	5,019.54	9,650			
011922 543054 541 COA BLDG MAINT+REPAIRS	5,299.16	7,500			
011922 543061 610 LIBR BLDG MAIN+REPAI	12,408.36	10,050			
011922 543063 630 P&R BLD MAIN+REPAIRS	335.00	3,300			
011922 543064 691 DWIGHT DERBY-BLDG MAINT+REPAIR	0.00	500			
011922 580055 BLDGS+PROP ENCUM OP EXP	634.62	0			
Total PUB BLDG+PROP MAI-EXP	200,394.42	233,110			
TOTAL PUBLIC BUILDING+PROPERTY MAINT	283,824.11	336,133.00	0.00	0.00	0.00
WORKSHEET					

R 10.1.11



QR CODE

PLEASE REMIT TO:

153 Brook Road
Quincy, MA 02169
Tel: (617) 328-5095
Fax: (617) 479-6681

16 Hedges Pond Road
Plymouth, MA 02360
Tel: (774) 413-5178
Fax: (774) 413-5392

RENTALS: (866) RENT-BSE
(736-8273)

TERMS: CASH IN ADVANCE

ESTABLISHED OPEN ACCOUNTS ARE DUE
AND PAYABLE 30 DAYS FROM INVOICE
DATE. PAST DUE ACCOUNTS BEAR LATE
PAYMENT PENALTIES AT 1 1/2% PER MONTH.

THIS IS A CONTRACT

THE WORDS RENTER, BUYER, YOU AND
YOURS MEAN THE PERSON WHO SIGNS
THIS CONTRACT (OR ARE OBLIGATED
UNDER ITS TERMS). WE, OUR AND DEALER
REFER TO THE BUSINESS NAMED AT
LEFT.

www.BaystateEquipment.com

OPEN MONDAY THRU FRIDAY 6:30am - 4:00pm (QUINCY STORE ONLY)
OUR NEW WEBSITE HAS BEEN LAUNCHED CHECK OUT WWW.BAYSTATEEQUIPMENT.COM
SELLING, RENTING & SERVICING EQUIPMENT FOR: YANMAR, SKYJACK, JLG, AIRMAN,
WEBER, BOMAG, WANCO, MAGNUM, GENIE, TSURUMI, HUSQVARNA & MANY MORE...

RESERVE YOUR FALL EQUIPMENT NOW: LIGHT TOWERS, AERATORS, LEAF BLOWERS,
LOG SPLITTERS, WOODCHIPPERS, ETC.

Customer ID=====Contract Number
138813 INVOICE 01-119952-03

12/10/18

MEDFIELD, TOWN OF
459 MAIN STREET
MEDFIELD, MA 02052

MEDFIELD, TOWN OF
TOWN SQUARE / MAIN STREET
MEDFIELD, MA 02052

508-906-3003

CONTACT: BOBBY 508-889-3956

From: FRI 12/07/18 06:40
Thru: MON 12/10/18 08:33

=====Item No.=====Qty=====Description=====Rate Info=====Unit=====Extended

0065-0105	1	LIGHT TOWER. 4000 WATT	EK	100.00	100.00
01-0067		S/N5F13D141XF1004083 Serial number: 5F13D141XF1004083			
		Rates:	100.00/d	300.00/w	600.00/28d
Meter:	7.1	2005.7=out	2012.8=in /xxxx	0.000	0.00

0065-0105	1	LIGHT TOWER. 4000 WATT	EK	100.00	100.00
01-0052		S/N5F13D141XA1002906 Serial number: S/N5F13D141XA100290			
		Rates:	100.00/d	300.00/w	600.00/28d
Meter:	5.4	2567.6=out	2573.0=in /xxxx	0.000	0.00

-----Receipts Summary-----				-----Summary-----	
Date	Seg	Method	Ref/PO	Amount	
12/10/18	03	Charge		486.00	GENERAL RENTAL 200.00
>>>>>Amt Due this Invoice:				486.00	Fuel 36.00
Total Unpaid this Contract:				486.00	Pickup/Delivery 250.00
					Total 486.00

I, specifically acknowledge that I have received and understand the instructions regarding
the use and operation of the rented equipment
I further acknowledge that I have read and fully understand this equipment rental agree-
ment and I agree to be bound by all the terms, conditions and provisions hereof. Those
terms consist of our entire agreement. No one has any oral or other written representation
or promises not included in this contract.
I acknowledge that I have received a true and correct copy of this agreement at the time of
execution.

MON 12/10/18 08:33

X

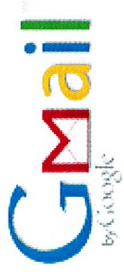
SIGNATURE

THIS IS YOUR CONTRACT. READ BOTH SIDES BEFORE SIGNING

Pa Sales Agents:

Date: Customer:

Contract:



Evelyn Clarke <eclarke@medfield.net>

HAWC Event

1 message

Pam Heide <pamelahaide@gmail.com>

To: Evelyn Clarke <eclarke@medfield.net>

Wed, Jan 16, 2019 at 3:25 PM

Hi Evelyn,

It was nice talking with you this afternoon. The Hannah Adams Woman's Club will be hosting an event on Thursday, March 14th at the Zullo Gallery. We're requesting a one day liquor license for this event. Please contact me after the Board meets on January 29th.

Thank you, Pam Heide

INFORMATIONAL



COUNTY OF NORFOLK
COUNTY OF PRESIDENTS
REGISTRY OF DEEDS

NORFOLK REGISTRY DISTRICT OF THE LAND COURT

WILLIAM P. O'DONNELL
REGISTER OF DEEDS
ASSISTANT RECORDER OF THE
LAND COURT

January 18, 2019

Ms. Kristine Trierweiler
Medfield Town Administrator
459 Main Street
Medfield, MA 02052

RECEIVED

JAN 22 2019

MEDFIELD SELECTMEN

Dear Ms. Trierweiler,

The fees for the Community Preservation Act are set by the State Legislature on land documents recorded here at the Norfolk County Registry of Deeds. I thought the chart on the reverse side would be of interest to you. It provides an illustration of the funds generated by the Community Preservation Act (CPA) in your community based on recorded real estate filings during the 2018 calendar year.

The Community Preservation Act was signed into law on September 14, 2000. Today there are 175 Massachusetts communities that have adopted the Community Preservation Act, including this year the town of Plainville in Norfolk County. Just over 2.1 billion dollars has been raised to date statewide. The Registry of Deeds, at no additional cost to the Commonwealth or local communities, collects these revenues for the state once a document is recorded. The monies are then forwarded to the Massachusetts Department of Revenue on a monthly basis. The funds collected by the Commonwealth are then redistributed back to the communities that have adopted the CPA through a variety of formulas.

The Norfolk County Registry of Deeds which is located at 649 High Street, Dedham, is the principal office for real property in Norfolk County. The Registry is a resource for homeowners, title examiners, mortgage lenders, genealogists, municipalities and others with a need for secure, accurate, accessible land record information. For assistance please contact our Customer Service Center at (781) 461-6101, or visit our website at www.norfolkdeeds.org.

I hope you find this data to be timely, informative and useful. In the meantime, if I can be of assistance to you, please do not hesitate to contact me at 781-461-6116 or by email at registerodonnell@norfolkdeeds.org. I wish you a healthy New Year.

Sincerely yours,

William P. O'Donnell
Norfolk County Register of Deeds

WPO/aag

649 HIGH STREET, DEDHAM, MASSACHUSETTS 02026
TELEPHONE: 781-461-6116 FAX: 781-326-4246
EMAIL: registerodonnell@norfolkdeeds.org

www.norfolkdeeds.org

75C



facebook.com/NorfolkDeeds



twitter.com/NorfolkDeeds



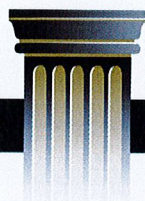
youtube.com/NorfolkDeeds



linkedin.com/company/Norfolk-County-Registry-of-Deeds



@NorfolkDeeds



SOVEREIGN CONSULTING INC.

January 10, 2019

Mr. Michael J. Sullivan
Town Administrator
Medfield Town Hall
459 Main Street
Medfield, MA 02052

RECEIVED

JAN 11 2019

MEDFIELD SELECTMEN

Re: **Results of Groundwater Sampling Conducted December 6, 2018**
In the Vicinity of Former Texaco-Branded Service Station No. 100084
26 Spring Street, Medfield, Massachusetts
RTN 2-3003830

Dear Mr. Sullivan:

Pursuant to your authorization, Sovereign Consulting Inc. (Sovereign) personnel collected a groundwater sample from a monitoring well on the shoulder of Spring Street on December 6, 2018. This letter presents the analytical laboratory report summarizing the results of the sample collection and analyses consistent with 310 CMR 40.0017(3) of the Massachusetts Contingency Plan, as required by 310 CMR 40.1403(10)(b). Sovereign has conducted a data validation review of the laboratory results, and the laboratory report has been attached for your information, in addition to Massachusetts Department of Environmental Protection (MassDEP) Form BWSC-123.

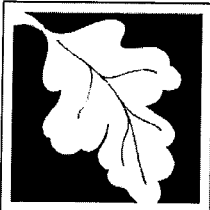
Please contact the MassDEP or the undersigned if you have any questions or require additional information. Please note that public involvement opportunities are available to you pursuant to 310 CMR 40.1404 for Tier classified sites. Equilon Enterprises LLC dba Shell Oil Products US and Sovereign thank you for your cooperation in this matter.

Sincerely,
SOVEREIGN CONSULTING INC.

Lisa M. Stone
Senior Project Manager

Attachments: MassDEP Form BWSC-123
Laboratory Data Report

cc: Robert Rule, Equilon Enterprises LLC dba Shell Oil Products US
Sovereign File - 2S883



NOTICE OF ENVIRONMENTAL SAMPLING

As required by 310 CMR 40.1403(10) of the Massachusetts Contingency Plan

BWSC 123

This Notice is Related to
Release Tracking Number

2 3003830

A. The address of the disposal site related to this Notice and Release Tracking Number (provided above):

1. Street Address: 26 Spring Street
City/Town: Medfield Zip Code: 02052

B. This notice is being provided to the following party:

1. Name: Michael J. Sullivan, Town Administrator
2. Street Address: 459 Main Street
City/Town: Medfield Zip Code: 02052

C. This notice is being given to inform its recipient (the party listed in Section B):

- ☒ 1. That environmental sampling will be/has been conducted at property owned by the recipient of this notice.
☒ 2. Of the results of environmental sampling conducted at property owned by the recipient of this notice.
☒ 3. Check to indicate if the analytical results are attached. (If item 2. above is checked, the analytical results from the environmental sampling must be attached to this notice.)

D. Location of the property where the environmental sampling will be/has been conducted:

1. Street Address: Bartlett Street, Spring Street & Pine Grove Road
City/Town: Medfield Zip Code: 02052

2. MCP phase of work during which the sampling will be/has been conducted:

- | | |
|---|---|
| ☐ Immediate Response Action | ☐ Phase III Feasibility Evaluation |
| ☐ Release Abatement Measure | ☐ Phase IV Remedy Implementation Plan |
| ☐ Utility-related Abatement Measure | ☒ Phase V/Remedy Operation Status |
| ☐ Phase I Initial Site Investigation | ☐ Post-Class C Operation, Maintenance and Monitoring |
| ☐ Phase II Comprehensive Site Assessment | ☐ Other _____ |

(specify)

3. Description of property where sampling will be/has been conducted:

- ☐ residential ☐ commercial ☐ industrial ☐ school/playground ☒ Other Municipal ROWs
(specify)

4. Description of the sampling locations and types (e.g., soil, groundwater) to the extent known at the time of this notice.

Groundwater from monitoring wells.

E. Contact information related to the party providing this notice:

Contact Name: Lisa M. Stone

Street Address: 9 Payson Road, Suite 150

City/Town: Foxborough Zip Code: 02035

Telephone: (508) 339-3200 Email: lstone@sovcon.com

NOTICE OF ENVIRONMENTAL SAMPLING

As required by 310 CMR 40.1403(10) of the Massachusetts Contingency Plan

MASSACHUSETTS REGULATIONS THAT REQUIRE THIS NOTICE

This notice is being provided pursuant to the Massachusetts Contingency Plan and the notification requirement at 310 CMR 40.1403(10). The Massachusetts Contingency Plan is a state regulation that specifies requirements for parties who are taking actions to address releases of chemicals (oil or hazardous material) to the environment.

THE PERSON(S) PROVIDING THIS NOTICE

This notice has been sent to you by the party who is addressing a release of oil or hazardous material to the environment at the location listed in **Section A** on the reverse side of this form. (The regulations refer to the area where the oil or hazardous material is present as the "disposal site".)

PURPOSE OF THIS NOTICE

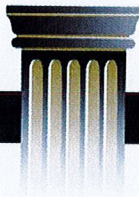
When environmental samples are taken as part of an investigation under the Massachusetts Contingency Plan at a property on behalf of someone other than the owner of the property, the regulations require that the property owner (listed in **Section B** on the reverse side of this form) be given notice of the environmental sampling. The regulations also require that the property owner subsequently receive the analytical results following the analysis of the environmental samples.

Section C on the reverse side of this form indicates the circumstance under which you are receiving this notice at this time. If you are receiving this notice to inform you of the analytical results following the analysis of the environmental samples, you should also have received, as an attachment, a copy of analytical results. These results should indicate the number and type(s) of samples (e.g., soil, groundwater) analyzed, any chemicals identified, and the measured concentrations of those chemicals.

Section D on the reverse side of this form identifies the property where the environmental sampling will be/has been conducted, provides a description of the sampling locations within the property, and indicates the phase of work under the Massachusetts Contingency Plan regulatory process during which the samples will be/were collected.

FOR MORE INFORMATION

Information about the general process for addressing releases of oil or hazardous material under the Massachusetts Contingency Plan and related public involvement opportunities may be found at <http://www.mass.gov/dep/cleanup/oview.htm>. For more information regarding this notice, you may contact the party listed in **Section E** on the reverse side of this form. Information about the disposal site identified in Section A is also available in files at the Massachusetts Department of Environmental Protection. See <http://mass.gov/dep/about/region/schedule.htm> if you would like to make an appointment to see these files. Please reference the **Release Tracking Number** listed in the upper right hand corner on the reverse side of this form when making file review appointments.



SOVEREIGN CONSULTING INC.

January 10, 2019

Mr. Michael J. Sullivan
Town Administrator
Medfield Town Hall
459 Main Street
Medfield, MA 02052

RECEIVED

JAN 11 2019

MEDFIELD SELECTMEN

Re: **Groundwater Sampling Events: March, June, September, & December 2019**
In the Vicinity of:
Former Texaco-branded Service Station 100084
26 Spring Street
Medfield, MA 02052
RTN 2-3003830

Dear Mr. Sullivan;

On behalf of Equilon Enterprises LLC dba Shell Oil Products US (Equilon), Sovereign Consulting Inc. (Sovereign) is submitting this notice of the planned upcoming environmental sampling activities on Town of Medfield property. During the months of March, June, September, and December 2019, Sovereign will be collecting groundwater samples from previously installed monitoring wells within the shoulder of Spring Street. This letter provides written notification of the planned activities as per 310 CMR 40.1403(10)(a)(2).

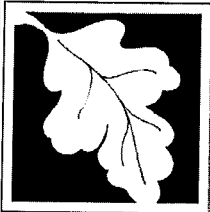
In accordance with 310 CMR 40.1403(10)(b)(1), the results of the sampling will be forwarded to you within 30 days of Sovereign's receipt and data validation of the laboratory analytical report.

As always, we thank you for your continued consideration and cooperation in our remediation efforts related to RTN 2-3003830. If you have any questions regarding this submittal, please feel free to contact the undersigned at 508-339-3200.

Sincerely,
SOVEREIGN CONSULTING INC.

Lisa M. Stone
Senior Project Manager

cc: Robert Rule, Equilon
Sovereign File - 2S883



NOTICE OF ENVIRONMENTAL SAMPLING

As required by 310 CMR 40.1403(10) of the Massachusetts Contingency Plan

BWSC 123

This Notice is Related to
Release Tracking Number

2 3003830

A. The address of the disposal site related to this Notice and Release Tracking Number (provided above):

1. Street Address: 26 Spring Street
City/Town: Medfield Zip Code: 02052

B. This notice is being provided to the following party:

1. Name: Michael J. Sullivan, Town Administrator
2. Street Address: 459 Main Street
City/Town: Medfield Zip Code: 02052

C. This notice is being given to inform its recipient (the party listed in Section B):

- ☒ 1. That environmental sampling will be/has been conducted at property owned by the recipient of this notice.
☐ 2. Of the results of environmental sampling conducted at property owned by the recipient of this notice.
☐ 3. Check to indicate if the analytical results are attached. (If item 2. above is checked, the analytical results from the environmental sampling must be attached to this notice.)

D. Location of the property where the environmental sampling will be/has been conducted:

1. Street Address: Bartlett Street, Spring Street & Pine Grove Road
City/Town: Medfield Zip Code: 02052

2. MCP phase of work during which the sampling will be/has been conducted:

- | | |
|---|---|
| ☐ Immediate Response Action | ☐ Phase III Feasibility Evaluation |
| ☐ Release Abatement Measure | ☐ Phase IV Remedy Implementation Plan |
| ☐ Utility-related Abatement Measure | ☒ Phase V/Remedy Operation Status |
| ☐ Phase I Initial Site Investigation | ☐ Post-Class C Operation, Maintenance and Monitoring |
| ☐ Phase II Comprehensive Site Assessment | ☐ Other _____ |

(specify)

3. Description of property where sampling will be/has been conducted:

- ☐ residential ☐ commercial ☐ industrial ☐ school/playground ☒ Other Municipal ROWs
(specify)

4. Description of the sampling locations and types (e.g., soil, groundwater) to the extent known at the time of this notice.

Groundwater from monitoring wells.

E. Contact information related to the party providing this notice:

Contact Name: Lisa M. Stone

Street Address: 9 Payson Road, Suite 150

City/Town: Foxborough Zip Code: 02035

Telephone: (508) 339-3200 Email: lstone@sovcon.com

NOTICE OF ENVIRONMENTAL SAMPLING

As required by 310 CMR 40.1403(10) of the Massachusetts Contingency Plan

MASSACHUSETTS REGULATIONS THAT REQUIRE THIS NOTICE

This notice is being provided pursuant to the Massachusetts Contingency Plan and the notification requirement at 310 CMR 40.1403(10). The Massachusetts Contingency Plan is a state regulation that specifies requirements for parties who are taking actions to address releases of chemicals (oil or hazardous material) to the environment.

THE PERSON(S) PROVIDING THIS NOTICE

This notice has been sent to you by the party who is addressing a release of oil or hazardous material to the environment at the location listed in **Section A** on the reverse side of this form. (The regulations refer to the area where the oil or hazardous material is present as the "disposal site".)

PURPOSE OF THIS NOTICE

When environmental samples are taken as part of an investigation under the Massachusetts Contingency Plan at a property on behalf of someone other than the owner of the property, the regulations require that the property owner (listed in **Section B** on the reverse side of this form) be given notice of the environmental sampling. The regulations also require that the property owner subsequently receive the analytical results following the analysis of the environmental samples.

Section C on the reverse side of this form indicates the circumstance under which you are receiving this notice at this time. If you are receiving this notice to inform you of the analytical results following the analysis of the environmental samples, you should also have received, as an attachment, a copy of analytical results. These results should indicate the number and type(s) of samples (e.g., soil, groundwater) analyzed, any chemicals identified, and the measured concentrations of those chemicals.

Section D on the reverse side of this form identifies the property where the environmental sampling will be/has been conducted, provides a description of the sampling locations within the property, and indicates the phase of work under the Massachusetts Contingency Plan regulatory process during which the samples will be/were collected.

FOR MORE INFORMATION

Information about the general process for addressing releases of oil or hazardous material under the Massachusetts Contingency Plan and related public involvement opportunities may be found at <http://www.mass.gov/dep/cleanup/oview.htm>. For more information regarding this notice, you may contact the party listed in **Section E** on the reverse side of this form. Information about the disposal site identified in **Section A** is also available in files at the Massachusetts Department of Environmental Protection. See <http://mass.gov/dep/about/region/schedule.htm> if you would like to make an appointment to see these files. Please reference the **Release Tracking Number** listed in the upper right hand corner on the reverse side of this form when making file review appointments.

TestAmerica

THE LEADER IN ENVIRONMENTAL TESTING

ANALYTICAL REPORT

TestAmerica Laboratories, Inc.

TestAmerica Buffalo

10 Hazelwood Drive

Amherst, NY 14228-2298

Tel: (716)691-2600

TestAmerica Job ID: 480-146469-1

Client Project/Site: Shell Medfield MA--26 Spring Street

For:

Sovereign Consulting Inc.

9 Payson Road

Suite 150

Foxborough, Massachusetts 02035

Attn: Lisa Stone



Authorized for release by:

12/21/2018 11:26:04 AM

Becky Mason, Project Manager II

(413)572-4000

becky.mason@testamericainc.com

LINKS

Review your project
results through

Total Access

Have a Question?

**? Ask
The
Expert**

Visit us at:

www.testamericainc.com

The test results in this report meet all 2003 NELAC and 2009 TNI requirements for accredited parameters, exceptions are noted in this report. This report may not be reproduced except in full, and with written approval from the laboratory. For questions please contact the Project Manager at the e-mail address or telephone number listed on this page.

This report has been electronically signed and authorized by the signatory. Electronic signature is intended to be the legally binding equivalent of a traditionally handwritten signature.

Results relate only to the items tested and the sample(s) as received by the laboratory.

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Definitions/Glossary

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Qualifiers

GC VOA

Qualifier	Qualifier Description
J	Result is less than the RL but greater than or equal to the MDL and the concentration is an approximate value.

Glossary

Abbreviation	These commonly used abbreviations may or may not be present in this report.
□	Listed under the "D" column to designate that the result is reported on a dry weight basis
%R	Percent Recovery
CFL	Contains Free Liquid
CNF	Contains No Free Liquid
DER	Duplicate Error Ratio (normalized absolute difference)
Dil Fac	Dilution Factor
DL	Detection Limit (DoD/DOE)
DL, RA, RE, IN	Indicates a Dilution, Re-analysis, Re-extraction, or additional Initial metals/anion analysis of the sample
DLC	Decision Level Concentration (Radiochemistry)
EDL	Estimated Detection Limit (Dioxin)
LOD	Limit of Detection (DoD/DOE)
LOQ	Limit of Quantitation (DoD/DOE)
MDA	Minimum Detectable Activity (Radiochemistry)
MDC	Minimum Detectable Concentration (Radiochemistry)
MDL	Method Detection Limit
ML	Minimum Level (Dioxin)
NC	Not Calculated
ND	Not Detected at the reporting limit (or MDL or EDL if shown)
PQL	Practical Quantitation Limit
QC	Quality Control
RER	Relative Error Ratio (Radiochemistry)
RL	Reporting Limit or Requested Limit (Radiochemistry)
RPD	Relative Percent Difference, a measure of the relative difference between two points
TEF	Toxicity Equivalent Factor (Dioxin)
TEQ	Toxicity Equivalent Quotient (Dioxin)

Case Narrative

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Job ID: 480-146469-1

Laboratory: TestAmerica Buffalo

Narrative

Job Narrative
480-146469-1

4

Receipt

The samples were received on 12/8/2018 1:00 AM; the samples arrived in good condition, properly preserved and, where required, on ice. The temperature of the cooler at receipt was 0.9° C.

GC VOA

No analytical or quality issues were noted, other than those described in the Definitions/Glossary page.

MassDEP Analytical Protocol Certification Form

Laboratory Name: **TestAmerica Buffalo** Project #: **480-146469-1**
 Project Location: **Medfield MA** RTN:

This form provides certifications for the data set for the following Laboratory Sample ID Number(s):

480-146469-1[1-2]

Matrices: ☒ Groundwater/Surface Water ☐ Soil/Sediment ☐ Drinking Water ☐ Air ☐ Other:

CAM Protocols (check all that apply below):

8260 VOC CAM II A ☐	7470/7471 Hg CAM III B ☐	Mass DEP VPH CAM IV A ☒	8081 Pesticides CAM V B ☐	7196 Hex Cr CAM VI B ☐	Mass DEP APH CAM IX A ☐
8270 SVOC CAM II B ☐	7010 Metals CAM III C ☐	Mass DEP EPH CAM IV B ☐	8151 Herbicides CAM V C ☐	8330 Explosives CAM VIII A ☐	TO-15 VOC CAM IX B ☐
6010 Metals CAM III A ☐	6020 Metals CAM III D ☐	8082 PCB CAM V A ☐	9012 / 9014/ 4500CN Total Cyanide/PAC CAM VI A ☐	6860 Perchlorate CAM VIII B ☐	

Affirmative Responses to Questions A through F are required for "Presumptive Certainty" status

A	Were all samples received in a condition consistent with those described on the Chain-of-Custody, properly preserved (including temperature) in the field or laboratory, and prepared/analyzed within method holding time.	☒ Yes ☐ No
B	Were the analytical method(s) and all associated QC requirements specified in the selected CAM protocol(s) followed?	☒ Yes ☐ No
C	Were all required corrective actions and analytical response actions specified in the selected CAM protocol(s) implemented for all identified performance standard non-conformances?	☒ Yes ☐ No
D	Does the laboratory report comply with all the reporting requirements specified in CAM VII A, "Quality Assurance and Quality Control Guidelines for the Acquisition and Reporting of Analytical Data"?	☒ Yes ☐ No
E	a. VPH, EPH and APH Methods only: Was each method conducted without significant modification(s)? (Refer to the individual method(s) for a list of significant modifications). b. APH and TO-15 Methods only: Was the complete analyte list reported for each method?	☒ Yes ☐ No ☐ Yes ☐ No
F	Were all applicable CAM protocol QC and performance standard non-conformances identified and evaluated in a laboratory narrative (including all "No" responses to Questions A through E)?	☒ Yes ☐ No

Responses to Questions G, H and I below are required for "Presumptive Certainty" status

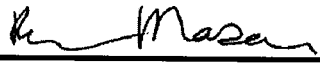
G	Were the reporting limits at or below all CAM reporting limits specified in the selected CAM protocol(s)?	☒ Yes ☐ No ¹
----------	---	--

Data User Note: Data that achieve "Presumptive Certainty" status may not necessarily meet the data usability and representativeness requirements described in 310 CMR 40. 1056 (2)(k) and WCS-07-350

H	Were all QC performance standards specified in the CAM protocol(s) achieved?	☒ Yes ☐ No ¹
I	Were results reported for the complete analyte list specified in the selected CAM protocol(s) ?	☒ Yes ☐ No ¹

¹ All negative responses must be addressed in an attached laboratory narrative.

I, the undersigned, attest under the pains and penalties of perjury that, based upon my personal inquiry of those responsible for obtaining the information, the material contained in this analytical report is, to the best of my knowledge and belief, is accurate and complete.

Signature:  Position: Project Manager

Printed Name: Becky Mason Date: 12/21/18 11:24

This form has been electronically signed and approved

Detection Summary

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Client Sample ID: MW-105

Lab Sample ID: 480-146469-1

Analyte	Result	Qualifier	RL	MDL	Unit	Dil Fac	D	Method	Prep Type
C5-C8 Aliphatics (adjusted)	8.7		5.0		ug/L	1		MA VPH	Total/NA
C5-C8 Aliphatics (unadjusted)	8.7		5.0		ug/L	1		MAVPH	Total/NA

Client Sample ID: MW-111D

Lab Sample ID: 480-146469-2

Analyte	Result	Qualifier	RL	MDL	Unit	Dil Fac	D	Method	Prep Type
C5-C8 Aliphatics (adjusted)	9.3		5.0		ug/L	1		MA VPH	Total/NA
C5-C8 Aliphatics (unadjusted)	9.3		5.0		ug/L	1		MAVPH	Total/NA

This Detection Summary does not include radiochemical test results.

TestAmerica Buffalo

Client Sample Results

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Client Sample ID: MW-105

Date Collected: 12/06/18 11:54

Date Received: 12/08/18 01:00

Lab Sample ID: 480-146469-1

Matrix: Water

Method: MA VPH - Massachusetts - Volatile Petroleum Hydrocarbons (GC)

Analyte	Result	Qualifier	RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
C5-C8 Aliphatics (adjusted)	8.7		5.0		ug/L			12/20/18 16:23	1
C9-C12 Aliphatics (adjusted)	ND		5.0		ug/L			12/20/18 16:23	1

6

Method: MAVPH - Massachusetts - Volatile Petroleum Hydrocarbons (GC)

Analyte	Result	Qualifier	RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
Benzene	ND		1.0		ug/L			12/18/18 15:55	1
C5-C8 Aliphatics (unadjusted)	8.7		5.0		ug/L			12/18/18 15:55	1
C9-C12 Aliphatics (unadjusted)	ND		5.0		ug/L			12/18/18 15:55	1
C9-C10 Aromatics	ND		5.0		ug/L			12/18/18 15:55	1
Ethylbenzene	ND		1.0		ug/L			12/18/18 15:55	1
Methyl tert-butyl ether	ND		1.0		ug/L			12/18/18 15:55	1
m-Xylene & p-Xylene	ND		2.0		ug/L			12/18/18 15:55	1
Naphthalene	ND		1.0		ug/L			12/18/18 15:55	1
o-Xylene	ND		1.0		ug/L			12/18/18 15:55	1
Toluene	ND		1.0		ug/L			12/18/18 15:55	1

Surrogate	%Recovery	Qualifier	Limits	Prepared	Analyzed	Dil Fac
2,5-Dibromotoluene (fid)	111		52 - 154		12/18/18 15:55	1
2,5-Dibromotoluene (pid)	110		58 - 142		12/18/18 15:55	1

Client Sample ID: MW-111D

Date Collected: 12/06/18 11:19

Date Received: 12/08/18 01:00

Lab Sample ID: 480-146469-2

Matrix: Water

Method: MA VPH - Massachusetts - Volatile Petroleum Hydrocarbons (GC)

Analyte	Result	Qualifier	RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
C5-C8 Aliphatics (adjusted)	9.3		5.0		ug/L			12/20/18 16:23	1
C9-C12 Aliphatics (adjusted)	ND		5.0		ug/L			12/20/18 16:23	1

Method: MAVPH - Massachusetts - Volatile Petroleum Hydrocarbons (GC)

Analyte	Result	Qualifier	RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
Benzene	ND		1.0		ug/L			12/18/18 16:35	1
C5-C8 Aliphatics (unadjusted)	9.3		5.0		ug/L			12/18/18 16:35	1
C9-C12 Aliphatics (unadjusted)	ND		5.0		ug/L			12/18/18 16:35	1
C9-C10 Aromatics	ND		5.0		ug/L			12/18/18 16:35	1
Ethylbenzene	ND		1.0		ug/L			12/18/18 16:35	1
Methyl tert-butyl ether	ND		1.0		ug/L			12/18/18 16:35	1
m-Xylene & p-Xylene	ND		2.0		ug/L			12/18/18 16:35	1
Naphthalene	ND		1.0		ug/L			12/18/18 16:35	1
o-Xylene	ND		1.0		ug/L			12/18/18 16:35	1
Toluene	ND		1.0		ug/L			12/18/18 16:35	1

Surrogate	%Recovery	Qualifier	Limits	Prepared	Analyzed	Dil Fac
2,5-Dibromotoluene (fid)	132		52 - 154		12/18/18 16:35	1
2,5-Dibromotoluene (pid)	129		58 - 142		12/18/18 16:35	1

TestAmerica Buffalo

Surrogate Summary

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Method: MAVPH - Massachusetts - Volatile Petroleum Hydrocarbons (GC)

Matrix: Water

Prep Type: Total/NA

Percent Surrogate Recovery (Acceptance Limits)

Lab Sample ID	Client Sample ID	25DBTf2	25DBTp1
		(52-154)	(58-142)
480-146469-1	MW-105	111	110
480-146469-2	MW-111D	132	129
LCS 480-451168/37	Lab Control Sample	107	108
LCSD 480-451168/38	Lab Control Sample Dup	114	113
MB 480-451168/36	Method Blank	95	96

Surrogate Legend

25DBTf = 2,5-Dibromotoluene (fid)

25DBTp = 2,5-Dibromotoluene (pid)

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QC Sample Results

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Method: MAVPH - Massachusetts - Volatile Petroleum Hydrocarbons (GC)

Lab Sample ID: MB 480-451168/36					Client Sample ID: Method Blank				
Matrix: Water					Prep Type: Total/NA				
Analysis Batch: 451168									
Analyte	Result	MB MB Qualifier	RL	MDL	Unit	D	Prepared	Analyzed	Dil Fac
Benzene	ND		1.0		ug/L			12/18/18 08:04	1
C5-C8 Aliphatics (unadjusted)	ND		5.0		ug/L			12/18/18 08:04	1
C9-C12 Aliphatics (unadjusted)	ND		5.0		ug/L			12/18/18 08:04	1
C9-C10 Aromatics	ND		5.0		ug/L			12/18/18 08:04	1
Ethylbenzene	ND		1.0		ug/L			12/18/18 08:04	1
Methyl tert-butyl ether	ND		1.0		ug/L			12/18/18 08:04	1
m-Xylene & p-Xylene	ND		2.0		ug/L			12/18/18 08:04	1
Naphthalene	ND		1.0		ug/L			12/18/18 08:04	1
o-Xylene	ND		1.0		ug/L			12/18/18 08:04	1
Toluene	ND		1.0		ug/L			12/18/18 08:04	1
Surrogate	%Recovery	MB MB Qualifier	Limits				Prepared	Analyzed	Dil Fac
2,5-Dibromotoluene (fid)	95		52 - 154					12/18/18 08:04	1
2,5-Dibromotoluene (pid)	96		58 - 142					12/18/18 08:04	1

Lab Sample ID: LCS 480-451168/37					Client Sample ID: Lab Control Sample				
Matrix: Water					Prep Type: Total/NA				
Analysis Batch: 451168									
Analyte	Spike Added	LCS Result	LCS Qualifier	Unit	D	%Rec	%Rec. Limits		
Benzene	5.00	4.66		ug/L		93	70 - 130		
C5-C8 Aliphatics (unadjusted)	15.0	12.8		ug/L		85	70 - 130		
C9-C12 Aliphatics (unadjusted)	15.0	13.3		ug/L		88	70 - 130		
C9-C10 Aromatics	5.00	4.80	J	ug/L		96	70 - 130		
Ethylbenzene	5.00	4.65		ug/L		93	70 - 130		
Methyl tert-butyl ether	5.00	4.67		ug/L		93	70 - 130		
m-Xylene & p-Xylene	10.0	9.39		ug/L		94	70 - 130		
Naphthalene	5.00	4.93		ug/L		99	70 - 130		
o-Xylene	5.00	4.68		ug/L		94	70 - 130		
Toluene	5.00	4.65		ug/L		93	70 - 130		
Surrogate	%Recovery	LCS Qualifier	Limits						
2,5-Dibromotoluene (fid)	107		52 - 154						
2,5-Dibromotoluene (pid)	108		58 - 142						

Lab Sample ID: LCSD 480-451168/38					Client Sample ID: Lab Control Sample Dup				
Matrix: Water					Prep Type: Total/NA				
Analysis Batch: 451168									
Analyte	Spike Added	LCSD Result	LCSD Qualifier	Unit	D	%Rec	%Rec. Limits	RPD	RPD Limit
Benzene	5.00	4.66		ug/L		93	70 - 130	0	25
C5-C8 Aliphatics (unadjusted)	15.0	13.3		ug/L		88	70 - 130	4	25
C9-C12 Aliphatics (unadjusted)	15.0	13.4		ug/L		89	70 - 130	1	25
C9-C10 Aromatics	5.00	4.71	J	ug/L		94	70 - 130	2	25
Ethylbenzene	5.00	4.60		ug/L		92	70 - 130	1	25
Methyl tert-butyl ether	5.00	4.67		ug/L		93	70 - 130	0	25
m-Xylene & p-Xylene	10.0	9.34		ug/L		93	70 - 130	1	25

TestAmerica Buffalo

QC Sample Results

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Method: MAVPH - Massachusetts - Volatile Petroleum Hydrocarbons (GC) (Continued)

Lab Sample ID: LCSD 480-451168/38

Client Sample ID: Lab Control Sample Dup

Matrix: Water

Prep Type: Total/NA

Analysis Batch: 451168

Analyte	Spike Added	LCSD Result	LCSD Qualifier	Unit	D	%Rec	%Rec. Limits	RPD	RPD Limit
Naphthalene	5.00	4.99		ug/L		100	70 - 130	1	25
o-Xylene	5.00	4.59		ug/L		92	70 - 130	2	25
Toluene	5.00	4.62		ug/L		92	70 - 130	1	25

Surrogate	LCSD %Recovery	LCSD Qualifier	Limits
2,5-Dibromotoluene (fid)	114		52 - 154
2,5-Dibromotoluene (pid)	113		58 - 142

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TestAmerica Buffalo

QC Association Summary

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

GC VOA

Analysis Batch: 451168

Lab Sample ID	Client Sample ID	Prep Type	Matrix	Method	Prep Batch
480-146469-1	MW-105	Total/NA	Water	MAVPH	
480-146469-2	MW-111D	Total/NA	Water	MAVPH	
MB 480-451168/36	Method Blank	Total/NA	Water	MAVPH	
LCS 480-451168/37	Lab Control Sample	Total/NA	Water	MAVPH	
LCSD 480-451168/38	Lab Control Sample Dup	Total/NA	Water	MAVPH	

Analysis Batch: 451966

Lab Sample ID	Client Sample ID	Prep Type	Matrix	Method	Prep Batch
480-146469-1	MW-105	Total/NA	Water	MA VPH	
480-146469-2	MW-111D	Total/NA	Water	MA VPH	

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TestAmerica Buffalo

Lab Chronicle

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Client Sample ID: MW-105

Lab Sample ID: 480-146469-1

Date Collected: 12/06/18 11:54

Matrix: Water

Date Received: 12/08/18 01:00

Prep Type	Batch Type	Batch Method	Run	Dilution Factor	Batch Number	Prepared or Analyzed	Analyst	Lab
Total/NA	Analysis	MA VPH		1	451966	12/20/18 16:23	GSR	TAL BUF
Total/NA	Analysis	MAVPH		1	451168	12/18/18 15:55	BEK	TAL BUF

Client Sample ID: MW-111D

Lab Sample ID: 480-146469-2

Date Collected: 12/06/18 11:19

Matrix: Water

Date Received: 12/03/18 01:00

Prep Type	Batch Type	Batch Method	Run	Dilution Factor	Batch Number	Prepared or Analyzed	Analyst	Lab
Total/NA	Analysis	MA VPH		1	451966	12/20/18 16:23	GSR	TAL BUF
Total/NA	Analysis	MAVPH		1	451168	12/18/18 16:35	BEK	TAL BUF

Laboratory References:

TAL BUF = TestAmerica Buffalo, 10 Hazelwood Drive, Amherst, NY 14228-2298, TEL (716)691-2600

TestAmerica Buffalo

Accreditation/Certification Summary

Client: Sovereign Consulting Inc.

Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Laboratory: TestAmerica Buffalo

All accreditations/certifications held by this laboratory are listed. Not all accreditations/certifications are applicable to this report.

Authority	Program	EPA Region	Identification Number	Expiration Date
Arkansas DEQ	State Program	6	88-0686	07-06-19
California	State Program	9	2931	04-01-19
Connecticut	State Program	1	PH-0568	09-30-20
Florida	NELAP	4	E87672	06-30-19
Georgia	State Program	4	10026 (NY)	03-31-19
Georgia	State Program	4	956	03-31-19
Illinois	NELAP	5	200003	09-30-19
Iowa	State Program	7	374	03-01-19
Kansas	NELAP	7	E-10187	01-31-19 *
Kentucky (DW)	State Program	4	90029	12-31-18 *
Kentucky (UST)	State Program	4	30	03-31-19
Kentucky (WW)	State Program	4	90029	12-31-18 *
Louisiana	NELAP	6	02031	06-30-19
Maryland	State Program	3	294	03-31-19
Massachusetts	State Program	1	M-NY044	06-30-19
Michigan	State Program	5	9937	03-31-19
Minnesota	NELAP	5	036-999-337	12-31-18 *
New Hampshire	NELAP	1	2337	11-17-19
New York	NELAP	2	10026	03-31-19
North Dakota	State Program	8	R-176	03-31-19
Oklahoma	State Program	6	9421	08-31-19
Oregon	NELAP	10	NY200003	06-09-19
Pennsylvania	NELAP	3	68-00281	07-31-19
Rhode Island	State Program	1	LAO00328	12-30-18 *
Tennessee	State Program	4	TN02970	03-31-19
Texas	NELAP	6	T104704412-15-6	07-31-19
USDA	Federal		P330-11-00386	02-06-21
Virginia	NELAP	3	460185	09-14-19
Washington	State Program	10	C784	02-10-19 *
Wisconsin	State Program	5	998310390	08-31-19

* Accreditation/Certification renewal pending - accreditation/certification considered valid.

TestAmerica Buffalo

Method Summary

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Method	Method Description	Protocol	Laboratory
MA VPH	Massachusetts - Volatile Petroleum Hydrocarbons (GC)	MA DEP	TAL BUF
MAVPH	Massachusetts - Volatile Petroleum Hydrocarbons (GC)	MA DEP	TAL BUF
5030B	Purge and Trap	SW846	TAL BUF

Protocol References:

MA DEP = Massachusetts Department Of Environmental Protection

SW846 = "Test Methods For Evaluating Solid Waste, Physical/Chemical Methods", Third Edition, November 1986 And Its Updates.

Laboratory References:

TAL BUF = TestAmerica Buffalo, 10 Hazelwood Drive, Amherst, NY 14228-2298, TEL (716)691-2600

Sample Summary

Client: Sovereign Consulting Inc.
Project/Site: Shell Medfield MA--26 Spring Street

TestAmerica Job ID: 480-146469-1

Lab Sample ID	Client Sample ID	Matrix	Collected	Received
480-146469-1	MW-105	Water	12/06/18 11:54	12/08/18 01:00
480-146469-2	MW-111D	Water	12/06/18 11:19	12/08/18 01:00



Shell Oil Products US Chain Of Custody Record

AECOM

Print Bill To Contact Name: Lisa Stone 25883 361 26 Spring Street, Medfield MA 01908 508-339-3200 Lisa Stone 508-339-3200		PlanNet Site or Project ID: 33746 GSAP Project ID: USPC/01111		DATE: 12/6/18 PAGE: 1 of 1		Check if no incident applies: ☐ No Incident Applies		480-148469 COC	
RECEIVED ANALYSIS									
UNIT COST									
NON-UNIT COST									
FIELD NOTES:									
TEMPERATURE ON RECEIPT C°									
Container PID Readings or Laboratory Notes									

Lab Vendor # 508-339-3200		Lab Vendor Name Sovereign Consulting Inc		Lab Vendor Address 16 Chestnut Street, Foxboro, MA		Lab Vendor Phone 508-339-3200		Lab Vendor Fax 508-339-3200		Lab Vendor Email Lisa Stone	
Lab Vendor City Foxboro		Lab Vendor State MA		Lab Vendor Zip 01908		Lab Vendor Country USA		Lab Vendor Website www.sovereignconsulting.com		Lab Vendor Contact Lisa Stone	
Lab Vendor Account # 508-339-3200		Lab Vendor Project # 508-339-3200		Lab Vendor Order # 508-339-3200		Lab Vendor Invoice # 508-339-3200		Lab Vendor Receipt # 508-339-3200		Lab Vendor Payment # 508-339-3200	

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Lab Vendor Name Sovereign Consulting Inc		Lab Vendor Address 16 Chestnut Street, Foxboro, MA		Lab Vendor Phone 508-339-3200		Lab Vendor Fax 508-339-3200	
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Login Sample Receipt Checklist

Client: Sovereign Consulting Inc.

Job Number: 480-146469-1

Login Number: 146469

List Source: TestAmerica Buffalo

List Number: 1

Creator: Harper, Marcus D

Question	Answer	Comment
Radioactivity either was not measured or, if measured, is at or below background	True	
The cooler's custody seal, if present, is intact.	True	
The cooler or samples do not appear to have been compromised or tampered with.	True	
Samples were received on ice.	True	
Cooler Temperature is acceptable.	True	
Cooler Temperature is recorded.	True	
COC is present.	True	
COC is filled out in ink and legible.	True	
COC is filled out with all pertinent information.	True	
Is the Field Sampler's name present on COC?	True	
There are no discrepancies between the sample IDs on the containers and the COC.	True	
Samples are received within Holding Time (Excluding tests with immediate HTs)..	True	
Sample containers have legible labels.	True	
Containers are not broken or leaking.	True	
Sample collection date/times are provided.	True	
Appropriate sample containers are used.	True	
Sample bottles are completely filled.	True	
Sample Preservation Verified	True	
There is sufficient vol. for all requested analyses, incl. any requested MS/MSDs	True	
VOA sample vials do not have headspace or bubble is <6mm (1/4") in diameter.	True	
If necessary, staff have been informed of any short hold time or quick TAT needs	True	
Multiphasic samples are not present.	True	
Samples do not require splitting or compositing.	True	
Sampling Company provided.	True	SHELL
Samples received within 48 hours of sampling.	True	
Samples requiring field filtration have been filtered in the field.	N/A	
Chlorine Residual checked.	N/A	