

# FY2022 SPENDING PLAN & FY2023 MAINTENANCE ESTIMATE & BUDGET REQUEST

DISTRICT NAME / ACCOUNT #: **Northeast Mosquito Control / 2520-1500**

## SECTION I

	FY2023
Prior Year Rollover:	\$301,427.49
FY23 Request:	\$1,998,841.69
Other:	
<b>Total Funds:</b>	<b>\$2,300,269.18</b>

**NOTES:**  
Est Rollover Amt  
FY23 3% increase

Object Code	Description	FY2023 (Est)	NOTES:
A01	Salaries: Inclusive	\$806,047.00	will not be full staff (10.2 FTE) for the entire FY23
A08	Overtime Pay	\$20,000.00	
A11	Employee Related Settlements & Judgments		
A12	Sick-Leave Buy Back	\$0.00	
A13	Vacation-In-Lieu	\$0.00	
A14	Stipends, Bonus Pay and Awards	\$3,000.00	
AXX	Other		
<b>AA</b>	<b>Payroll Actuals Summary:</b>	<b>\$829,047.00</b>	
B01	Out of State Travel	\$500.00	
B02	In-State Travel	\$3,000.00	
B03	Overtime Meals		
B04	Job-Related Tuition: Inclusive: Undergraduate And Graduate		
B05	Conf Train Registration Memb	\$1,500.00	
B08	Industrial Clothing & Uniforms		
B10	Exigent Job Related Expenses	\$1,000.00	
B91	Empl Reimb Accounts Payable Non-Tax		
BXX	Other		
<b>BB</b>	<b>Travel Summary:</b>	<b>\$6,000.00</b>	
C01	Contracted Faculty		filling 2 FTEs in FY23
C04	Contracted Seasonal Employees	\$21,840.00	
C23	Mgmt., Business Professional & Admin Services		
C98	Travel - Contracted Employees	\$1,000.00	
CXX	Other		
<b>CC</b>	<b>Seasonal Employees Summary:</b>	<b>\$22,840.00</b>	24% of A01,A08,A14+2% C04
D09	Fringe & Payroll Tax	\$215,989.02	
D15	Workers Comp		FY23 figure provided from ECRB
D20	County Pension / Retirement	\$203,617.00	
DXX	Other		
<b>DD</b>	<b>Fringe / Pension Actuals / Summary</b>	<b>\$419,606.02</b>	
E01	Office & Admin Supplies	\$3,750.00	advertising cost increased
E02	Printing Expenses & Supplies	\$2,000.00	
E04	Central Reprographic Chgbk		
E06	Postage	\$500.00	
E12	Subscriptions & Licensing Fees		
E13	Advertising Expenses	\$5,000.00	
E14	Exhibits/Displays		
E15	Bottled Water	\$350.00	
E19	Fees, Licenses, Permits & Chrgbks		
E20	Motor Vehicle Chargeback	\$7,600.00	
E22	Temporary Use of Space, Conferences And Conference Incidentals		
E32	Tort Claims Liab Mgmt Reduc Fd		
E42	In-State Travel		
E52	Taxable Reportable Damages To Claimant		
E53	Non-Employee Settlements and Judgments-Not Tax Reportable To Claimant-Claimant Sole Payee	\$1,316.19	
EE2	Conf, Training & Registration	\$3,000.00	
EXX	Other		
<b>EE</b>	<b>Admin Costs Actuals / Summary</b>	<b>\$23,516.19</b>	
F05	Laboratory Supplies	\$3,850.00	

F06	Medical & Surgical Supplies
F09	Clothing & Footwear
F13	Farm & Garden Supplies
F19	ManufactureSupply &Raw Materials
F24	Vehicle Maint & Repair Parts
FXX	OTHER
<b>FF</b>	<b>Lab/Materials/Vehicle - Summary:</b>
G01	Space Rental
G03	Electricity
G05	Fuel For Vehicles
G06	Fuel for Buildings / Heat Oil

\$3,200.00

\$5,000.00

\$7,300.00

**\$19,350.00**

\$107,645.00

\$8,160.00

\$19,000.00

increased 20%  
increased with current prices

G08	Sewerage Disposal & Water		
G11	Natural Gas	\$6,120.00	increased 20%
GXX	Other		
<b>GG</b>	<b>Lease / Utilities / Fuel - Summary:</b>	<b>\$140,925.00</b>	
HH1	Financial Services		
HH2	Engineering, Research & Scientific Services		
<b>HH</b>	<b>Consultant Service Contracts</b>	<b>\$0.00</b>	
J25	<b>DPH Testing</b>	\$16,500.00	
J25	Laboratory Services		
J62	Board Memb Exps		
JJ2	Auxiliary Services		
JJ3	Security Costs		
<b>JJ</b>	<b>Program Operational Summary:</b>	<b>\$16,500.00</b>	
K02	Educational Equipment		
K04	Motorized Vehicle Equipment	\$37,000.00	increased to match COMMBUYS new contract
K05	Office Equipment		
K06	Printing, Photocopying Equip		
K07	Office Furnishings	\$500.00	
			increased to update electric/retro fitting/dondi ditcher
K11	Heavy Equip, Trucks, Spray Equip	\$21,450.00	
<b>KXX</b>	<b>OTHER</b>		
<b>KK</b>	<b>Programmatic Equipment - Summary:</b>	<b>\$58,950.00</b>	
L25	Office Equipment Rental or Lease		
L26	Printing / Copy Equip Rent/Lease	\$2,700.00	
L44	Vehicle Equipment Maint/Repair	\$7,300.00	
L46	Print/Copy Equip Maint/Repair		
L51	Heavy Equipment Maint/Repair	\$20,000.00	
L63	Program Equip Maint & Repair		
LXX	OTHER		
<b>LL</b>	<b>Program Rentals /Heavy Equip Maint</b>	<b>\$30,000.00</b>	
N50	Facility Maint/Repair	\$500.00	
N52	Facility Maint & Repair Tools	\$5,000.00	
N61	Lawns & Ground Equipment		
N64	Pesticides, Garden Tools&Supplies	\$230,000.00	
N70	Cleaners/Janitors	\$7,300.00	
N71	Exterminators/Pest Mgmt	\$176,235.00	<b>JBI increases FY23</b>
N73	Waste Removal Serv Non-Hazard	\$700.00	
NXX			
<b>NN</b>	<b>Facility / Tools / Pesticide Summary:</b>	<b>\$419,735.00</b>	
U01	Telecommunication Serv - Data	\$3,865.00	
U02	Tele Voice Services	\$14,375.00	
U03	Software & IT Licenses	\$12,525.00	FS public notification
U04	Information Technology (IT) Chargeback		
U05	Info Tech Professionals		
U06	Info Tech Cabling		
U07	Info Tech Equipment		
U10	IT Equip. Maint. & Repair		
UXX	OTHER	\$5,000.00	possible new phone charges
<b>UU</b>	<b>IT / Phone Costs - Summary:</b>	<b>\$35,765.00</b>	
	<b>Total:</b>	<b>\$2,022,234.21</b>	
<b>Projected Balance Forward:</b>		<b>\$278,034.97</b>	

**SECTION II FTE Tracker**

Current FTE

Count: **10.2**

Backfills: Position #

Assistant Field Tech  
Assistant Field Tech

backfill Barry  
backfill Andrew

Total Backfills:

New Positions: Position Title

Total New  
Positions:

Anticipated  
Vacancies: Position #

Total Anticipated  
Vacancies:

Total FTE Count: **8.2**  
FTE count (as of 7/1/22)



**Commonwealth of Massachusetts**  
STATE RECLAMATION AND MOSQUITO CONTROL BOARD



**NORTHEAST MASSACHUSETTS MOSQUITO CONTROL  
AND WETLANDS MANAGEMENT DISTRICT**

118 Tenney Street  
Georgetown, MA 01833  
Phone: (978) 352-2800  
[www.nemassmosquito.org](http://www.nemassmosquito.org)

**Operations**

Barry Noone: *District Director*  
Kimberly A. Foss: *Entomologist*  
Robyn A. Januszewski: *IT Coordinator / Biologist*  
Katelynn E. King: *Wetlands Project Coordinator*

**Commissioners**

John W. Morris, CHO: *Chair*  
Vincent J. Russo, MD, MPH: *Vice Chair*  
Paul Sevigny, RS, CHO  
Joseph T. Giarrusso, Conservation Officer  
Rosemary Decie, RS

May 3, 2022

State Reclamation & Mosquito Control Board  
251 Causeway Street  
Boston, MA 02114

**RE: FY23 Maintenance Estimate & Budget**

Attached are the Northeast Massachusetts Control and Wetlands Management District's FY23 Maintenance Estimate & Budget.

The FY23 Spending Plan includes a 3% increase in municipal assessments from FY22. This increase in appropriation may adequately fund our operation. The unknown virus incidents that require extraordinary treatment applications continue to prove challenging. NEMMC plans for some unexpected episodes but cannot predict catastrophic events. We attempt to maintain a rollover useful for these types of unknowns and equipment breakdown. Four (4) aerial marsh sprays are budgeted for each fiscal year, our normal number of applications. JBI Helicopter's 2022 contract reflects a \$1.10 per acre increase, \$3,000 mobilization fee per event and another 19% fuel surcharge effective April 2022. Significant rise in electric, natural gas, fuel, pesticides, and construction materials are other added challenges.

As of December 1, 2021, the District is now under the direction of a permanent District Director. NEMMC's organizational chart has been updated to reflect a reorganization allowing more employees in the field. The addition of Telematics along with other electronic updates, has allowed NEMMC to do away with an Operations Manager and a Field Foreman. A newly created Field Crew Supervisor and an Office Manager have allowed NEMMC to pivot employees predominantly in the field. More boots on the ground allow NEMMC to keep up with the ever-increasing demand for services.

The FY22 capital equipment plan called for the District to engage in a term purchase of a new excavator. The rollover from FY21 into FY22 allowed NEMMC to purchase this piece of equipment outright. The District recently auctioned off 3 pieces of unused heavy equipment through the State Surplus Property Program. Remaining equipment will be updated with time saving upfitting, keeping NEMMC efficient with off season projects. A new truck was funded in FY22, however with shortages the delivery is sometime within a year, the finds will be rolled over into FY23. Another truck will also be funded in FY23. The FY22 rollover With the above mentioned, we anticipate a 10% of the total FY22 budget, rolling over to FY23. The District feels trying to maintain this percentage may address any emergencies that arise during the fiscal year.

To summarize, NEMMC's request for FY23 includes a 3% increase in municipal assessments to cover ongoing costs. This estimate includes no special purchases other than the continued capital equipment plan to replace aging field vehicles.

- In April 2023 our building lease expense is increasing for the duration of the lease.
- The price for our aerial larviciding has increased by \$1.10 per acre in addition to another 19% fuel surge.
- We have accounted for the drastic increase in electricity, natural gas, and fuel, adding 20% to each line.
- In FY23 several staff will be reaching step pay increases, creating an increase in salaries, which is reflected in the salary budget line item(A01).
- NEMMC will be hiring for 1-2 FTEs in FY23
- A01 along with Fringe Benefit and Retirement costs have been increased accordingly. Projections from Essex Regional Retirement shows an increase of 7% for FY23.
- In past years, our requests have been up to 12 FTEs, this year with a request to increase FTEs by 2, our FTE will be 10.2; we feel that this number will keep NEMMC at a level to best serve our member communities.

Respectfully,

*Barry Noone*

Barry J. Noone  
District Director