FY2017 Financial Model
Town of Boxborough

	FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16
Summary of Expenditures				
Town Government	$ 947,699	$ 973,413	$ (25,714)	-2.64%
Protection	$ 2,564,974	$ 2,483,808	$ 81,166	3.27%
Public Works	$ 1,061,949	$ 1,015,664	$ 46,285	4.56%
Health Services	$ 128,171	$ 123,247	$ 4,924	4.00%
Culture & Recreation	$ 422,222	$ 407,926	$ 14,296	3.50%
Subtotal - Town Government	**$ 5,125,015**	**$ 5,004,058**	**$ 120,957**	**2.42%**
A/B Regional School	$ 11,503,148	$ 11,120,240	$ 382,908	3.44%
Minuteman Technical	$ 197,492	$ 165,340	$ 32,152	19.45%
Subtotal - Education	**$ 11,700,640**	**$ 11,285,580**	**$ 415,060**	**3.68%**
Debt Service	$ 1,122,858	$ 1,173,438	$ (50,580)	-4.31%
Employee Benefits	$ 1,507,248	$ 1,406,644	$ 100,604	7.15%
Reserve Fund	$ 185,000	$ 185,000	$ -	0.00%
Subtotal - Other	**$ 2,815,106**	**$ 2,765,082**	**$ 50,024**	**1.81%**
Total Budget	**$ 19,640,761**	**$ 19,054,720**	**$ 586,041**	**3.08%**
ATM 2017 Warrant Articles Within 2 1/2	$ 1,477,200		$ 1,477,200	
ATM 2016 Warrant Articles Within 2 1/2		$ 1,494,500	$(1,494,500)	-5.88%
STM 2017 Warrant Articles Within 2 1/2	$ -		$ -	
STM 2016 Warrant Articles Within 2 1/2		$ 75,000	$ (75,000)	
ATM 2017 Warrant Articles CPC	$ 244,020		$ 244,020	
ATM 2016 Warrant Articles CPC		$ 112,000	$ (112,000)	117.88%
STM 2017 Warrant Articles CPC	$ -		$ -	
STM 2016 Warrant Articles CPC		$ -	$ -	
One Time Capital Exclusion Articles	$ -		$ -	0.00%
Snow and Ice Deficit	$ -	$ -	$ -	0.00%
Overlay Reserve (known after tax rate setting)	$ 175,000	$ 172,728	$ 2,272	1.32%
Total Budget, Articles, Overlay	**$ 21,536,981**	**$ 20,908,949**	**$ 628,032**	**3.00%**

FY2017 Financial Model
Town of Boxborough

		FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16
Sources of Funds						
Estimated State Aid		$ 261,910	$ 251,678		$ 10,232	4.07%
State Aid (Cherry Sheet Assessments)		$ (71,027)	$ (66,372)		$ (4,655)	7.01%
State Aid (Construction Reimbursement -school)		$ 284,091	$ 284,091		$ -	0.00%
Total Estimated State Aid		$ 474,974	$ 469,397		$ 5,577	1.19%
Estimated Local Receipts		$ 1,325,000	$ 1,437,000		$ (112,000)	-7.79%
Total State Aid and Local Revenue		**$ 1,799,974**	**$ 1,906,397**		**$ (106,423)**	-5.58%
Prior Year Levy Limit		$ 18,468,545	$ 17,823,559		$ 644,986	3.62%
Allowed 2 1/2 Growth - Revenue Tax Increase		$ 461,714	$ 445,589		$ 16,125	3.62%
Tax Rate	16.36			16.65		
New Growth (estimate determined by Town Policy Makers)	5,000,000	$ 81,800	$ 199,397	11,975,784	$ (117,597)	-58.98%
Current Year Levy Limit		$ 19,012,058	$ 18,468,545		$ 543,514	2.94%
One Time Capital Exclusion Articles		$ -	$ -		$ -	0.00%
Exempt Debt Service (Net of State Reimbursement)		$ 582,075	$ 610,825		$ (28,750)	-4.71%
Maximum Allowable Levy		$ 19,594,133	$ 19,079,370		$ 514,764	2.70%
Exclude Allowable 2 1/2 Growth		$ (461,714)	$ (445,589)			
Adjusted Maximum Allowable Levy		**$ 19,132,420**	**$ 18,633,781**			
Total Available Funds (Excluding Allowable 2 1/2 Growth)		**$ 20,932,394**	**$ 20,540,178**		**$ 392,216**	1.91%
Total Funds Required to meet Total Expenses (w Adjusted Tax Levy)		$ 604,587	$ 368,771		$ 235,816	63.95%
For Tax Rate Calculation						
Operating Budget		$ 19,640,761	$ 19,054,720		$ 586,041	3.08%
ATM 2017 Warrant Articles Within 2 1/2		$ 1,477,200				
ATM 2016 Warrant Articles Within 2 1/2			$ 1,494,500		$ (17,300)	-1.16%
STM 2017 Warrant Articles Within 2 1/2		$ -				
STM 2016 Warrant Articles Within 2 1/2			$ 75,000		$ (75,000)	-100.00%

FY2017 Financial Model
Town of Boxborough

	FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16
ATM 2017 Warrant Articles CPC	$ 244,020			
ATM 2016 Warrant Articles CPC		$ 112,000	$ 132,020	117.88%
STM 2017 Warrant Articles CPC	$ -			
STM 2016 Warrant Articles CPC		$ -	$ -	
Overlay Reserve - raised on tax recap	$ 175,000	$ 172,728	$ 2,272	1.32%
Snow and Ice Deficit - raised on tax recap	$ -	$ -		
Other Deficit Funds - raised on tax recap	$ -	$ -	$ -	
Less: Funding Sources				
Available Funds - Free Cash (to reduce tax rate)	$ -	$ (532,577)	$ 532,577	-100.00%
Available Funds - Free Cash (Warrant Articles)	$ (229,100)	$ (500,819)	$ 271,719	-54.25%
Available Funds - Cable Funds (RRA)	$ (117,500)	$ -	$ (117,500)	100.00%
Available Funds - Overlay Surplus	$ -	$ -	$ -	
Available Funds - CPA Funds	$ (244,020)	$ (112,000)	$ (132,020)	117.88%
Available Funds - Transfer Unexpended Prior Year Articles	$ -	$ -	$ -	
Available Funds - Unexpended Bond Proceeds	$ -	$ -	$ -	
To be Borrowed	$ (1,130,600)	$ (1,201,000)	$ 70,400	-5.86%
State Aid (Cherry Sheets - Assessments)	$ (190,883)	$ (185,306)	$ (5,577)	3.01%
State Aid (Construction Reimbursement - School)	$ (284,091)	$ (284,091)	$ -	0.00%
Local Receipts	$ (1,325,000)	$ (1,437,000)	$ 112,000	-7.79%
(Estimated) Amount to be Raised by Tax Levy	**$ 18,015,787**	**$ 16,656,156**	**$ 1,359,631**	**8.16%**
Total Valuation (Assessor sets tax rate)	$ 1,023,102,106	$ 1,018,102,106	$ 5,000,000	0.49%
Estimated tax rate	$ 17.61	$ 16.36	$ 1.25	7.63%
Average Single Family Assessment FY16 Valuation	$ 548,990	$ 548,990		
Average Single Family Tax Bill at Proposed Rate	$ 9,667	$ 8,981		

Revision Summary
Town of Boxborough

	Prior Revision Total
Total Budget V5	19,639,760
Total Articles + Overlay V5	1,989,360
Total Budget to Fund V5	21,629,120

Rev 6

3/28/2016

			Previous Line Total	Changes This Revision	New Line Total
	Model	Increased New Growth Estimate			
141	Assessor	Consulting - Project delayed	6,800	1,000	7,800
511	Board of Health	Updated Salaries -Rounding	500	1	501
			Total Budget Rev 6	19,640,761	

3/28/2016

			Previous Line Total	Changes This Revision	New Line Total
122	Selectmen	Hill Rd Easements -Legal Fees	-	5,000	5,000
156	Cable	Cable Infrastructure	-	117,500	117,500
192	TH	Front Walkway & Signage	35,745	255	36,000
210	Police	Building & Maintenance	170,500	(76,900)	93,600
210	Police	Equipment	108,300	(26,300)	82,000
422	DPW	Road Paving	400,000	(100,000)	300,000
529	Community Svc	Health Ins w/in budget	6,300	(6,300)	-
610	Library	A/V Equipment	9,995	505	10,500
691	Museum	Basement Shelving	12,000	(6,900)	5,100
			Total Articles + Overlay Rev 6	1,896,220	
			Total Budget to Fund Rev 6	21,536,981	

FY2017 Budget Summary
Town of Boxborough

		FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual	
100	Total Salary	0	0	0	0%	0	0	0	FY15 Shown for History
100	Total Other	11,940	11,700	240	2%	9,750	11,400	11,400	Purposes Only. Not
100	Total General Gov't	11,940	11,700	240	2%	9,750	11,400	11,400	calculated in totals below
114	Total Salary	0	0	0	0%	0	0	0	
114	Total Other	50	50	0	0%	50	50	47	
114	Total Moderator	50	50	0	0%	50	50	47	
119	Total Salary	0	0	0	0%	0	0	0	
119	Total Other	145	175	(30)	-17%	36	175	57	
119	Total Town Constable	145	175	(30)	-17%	36	175	57	
122	Total Salary	2,000	2,000	0	0%	1,000	2,000	2,000	
122	Total Other	2,818	2,119	699	33%	2,868	2,136	1,927	
122	Total Selectmen	4,818	4,119	699	17%	3,868	4,136	3,927	
123	Total Salary	113,100	108,750	4,350	4%	79,105	105,000	105,000	
123	Total Other	2,700	2,875	(175)	-6%	2,112	2,825	2,800	
123	Total Town Administrator	115,800	111,625	4,175	4%	81,218	107,825	107,800	
131	Total Salary	0	0	0	0%	0	0	0	
131	Total Other	480	480	0	0%	341	455	226	
131	Total Town Finance Comm	480	480	0	0%	341	455	226	
135	Total Salary	69,609	66,908	2,701	4%	48,774	64,311	64,311	
135	Total Other	36,390	36,708	(318)	-1%	34,898	26,968	31,090	
135	Total Accountant	105,999	103,616	2,383	2%	83,672	91,279	95,401	
141	Total Salary	70,609	67,908	2,701	4%	49,774	64,311	64,311	
141	Total Other	14,990	17,964	(2,974)	-17%	16,330	13,113	12,259	
141	Total Assessor	85,599	85,872	(273)	0%	66,104	77,424	76,570	
145	Total Salary	72,350	67,908	4,442	7%	50,996	65,311	65,311	
145	Total Other	16,745	8,350	8,395	101%	4,971	8,350	8,460	
145	Total Treasurer	89,095	76,258	12,837	17%	55,967	73,661	73,771	

FY2017 Budget Summary
Town of Boxborough

		FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
146	Total Salary	0	67,676	(67,676)	-100%	0	65,087	66,683
146	Total Other	0	11,381	(11,381)	-100%	3,294	20,118	22,383
146	Total Collector	0	79,057	(79,057)	-100%	3,294	85,205	89,066
151	Total Salary	0	0	0	0%	0	0	0
151	Total Other	48,500	53,500	(5,000)	-9%	19,595	53,500	58,332
151	Total Legal	48,500	53,500	(5,000)	-9%	19,595	53,500	58,332
152	Total Salary	0	0	0	0%	0	0	0
152	Total Other	320	320	0	0%	200	260	320
152	Total Personnel Board	320	320	0	0%	200	260	320
156	Total Salary	0	0	0	0%	0	0	0
156	Total Other	123,312	95,319	27,993	29%	65,781	27,994	42,599
156	Total Technology	123,312	95,319	27,993	29%	65,781	27,994	42,599
161	Total Salary	47,823	46,006	1,817	4%	33,809	44,259	44,259
161	Total Other	2,043	2,120	(77)	-4%	694	2,178	1,822
161	Total Town Clerk	49,866	48,126	1,740	4%	34,503	46,437	46,081
162	Total Salary	6,400	4,028	2,372	59%	2,369	4,762	4,244
162	Total Other	6,312	5,632	680	12%	3,572	6,070	6,058
162	Total Elect. & Registr.	12,712	9,660	3,052	32%	5,941	10,832	10,302
171	Total Salary	0	0	0	0%	0	0	0
171	Total Other	2,150	2,150	0	0%	617	2,150	1,774
171	Total Conservation Comm	2,150	2,150	0	0%	617	2,150	1,774
175	Total Salary	70,154	67,453	2,701	4%	49,046	64,856	64,856
175	Total Other	6,445	7,330	(885)	-12%	5,702	5,775	7,384
175	Total Planning Board	76,599	74,783	1,816	2%	54,749	70,631	72,240
176	Total Salary	0	0	0	0%	0	0	0
176	Total Other	210	210	0	0%	20	335	90

FY2017 Budget Summary
Town of Boxborough

		FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
176	Total ZBA	210	210	0	0%	20	335	90
179	Total Salary	0	0	0	0%	0	0	0
179	Total Other	200	100	100	100%	0	200	0
179	Total Ag Comm	200	100	100	100%	0	200	0
192	Total Salary	174,444	172,420	2,024	1%	117,849	168,116	148,575
192	Total Other	45,160	43,723	1,437	3%	87,107	45,355	44,116
192	Total Town Hall	219,604	216,143	3,461	2%	204,956	213,471	192,691
199	Total Salary	0	0	0	0%	0	0	0
199	Total Other	300	150	150	100%	127	1,000	917
199	Total Energy Comm	300	150	150	100%	127	1,000	917
	Total Salaries - Town Government	626,489	671,057	(44,568)	-7%	432,723	648,013	629,550
	Total Other - Town Government	321,210	302,356	18,854	6%	258,064	219,007	242,661
	Total Town Government	947,699	973,413	(25,714)	-3%	690,787	867,020	872,211
		947,699	973,413	(25,714)	-3%	690,787	867,020	872,211
210	Total Salary	1,063,333	1,053,802	9,531	1%	823,731	1,008,200	1,053,407
210	Total Other	144,740	104,140	40,600	39%	86,865	137,290	144,814
210	Total Police	1,208,073	1,157,942	50,131	4%	910,595	1,145,490	1,198,221
215	Total Salary	285,936	279,984	5,952	2%	191,539	250,302	259,439
215	Total Other	36,395	36,420	(25)	0%	29,161	36,020	40,488
215	Total Dispatch	322,331	316,404	5,927	2%	220,700	286,322	299,926
220	Total Salary	819,259	804,221	15,038	2%	499,038	765,214	708,462
220	Total Other	109,480	107,980	1,500	1%	54,264	103,498	93,156
220	Total Fire	928,739	912,201	16,538	2%	553,303	868,712	801,617
241	Total Salary	72,211	69,863	2,348	3%	46,312	68,383	65,919
241	Total Other	11,215	9,775	1,440	15%	3,407	2,250	2,556
241	Total Building Insp	83,426	79,638	3,788	5%	49,720	70,633	68,475

FY2017 Budget Summary
Town of Boxborough

		FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
245	Total Salary	0	0	0	0%	0	0	270
245	Total Other	0	0	0	0%	0	0	0
245	Total Electrical Insp	0	0	0	0%	0	0	270
291	Total Salary	2,787	2,746	41	1%	1,162	2,705	1,352
291	Total Other	545	450	95	21%	304	400	505
291	Total ACO	3,332	3,196	136	4%	1,466	3,105	1,857
292	Total Salary	14,158	11,507	2,651	23%	8,407	11,292	11,260
292	Total Other	4,850	2,850	2,000	70%	3,408	1,625	2,375
292	Total ACO Dog & Cat	19,008	14,357	4,651	32%	11,815	12,917	13,635
299	Total Salary	45	45	0	0%	45	45	45
299	Total Other	20	25	(5)	-20%	0	50	9
299	Total Field Driver	65	70	(5)	-7%	45	95	54
	Total Salaries - Protection	2,257,729	2,222,168	35,561	2%	1,570,234	2,106,141	2,100,154
	Total Other - Protection	307,245	261,640	45,605	17%	177,409	281,133	283,902
	Total Protection	2,564,974	2,483,808	81,166	3%	1,747,643	2,387,274	2,384,056
		2,564,974	2,483,808	81,166	3%	1,747,643	2,387,274	2,384,056
310	Total Salary	0	0	0	0%	0	0	0
310	Total Other	197,492	165,340	32,152	19%	124,007	147,254	147,254
310	Total Minuteman	197,492	165,340	32,152	19%	124,007	147,254	147,254
320	Total Salary	0	0	0	0%	0	0	0
320	Total Other	11,503,148	11,120,240	382,908	3%	8,340,180	10,594,577	10,594,577
320	Total ABRSD	11,503,148	11,120,240	382,908	3%	8,340,180	10,594,577	10,594,577
	Total Salaries - Education	0	0	0	0%	0	0	0
	Total Other - Education	11,700,640	11,285,580	415,060	4%	8,464,187	10,741,831	10,741,831
	Total Education	11,700,640	11,285,580	415,060	4%	8,464,187	10,741,831	10,741,831
		11,700,640	11,285,580	415,060	4%	8,464,187	10,741,831	10,741,831
422	Total Salary	537,008	521,287	15,721	3%	363,217	505,987	486,001

FY2017 Budget Summary
Town of Boxborough

		FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
422	Total Other	94,150	89,500	4,650	5%	75,769	87,590	90,388
422	Total DPW	631,158	610,787	20,371	3%	438,986	593,577	576,389
423	Total Salary	62,881	60,739	2,142	4%	32,722	53,121	81,110
423	Total Other	105,875	106,610	(735)	-1%	101,959	107,765	166,832
423	Total Snow & Ice	168,756	167,349	1,407	1%	134,681	160,886	247,942
424	Total Salary	0	0	0	0%	0	0	0
424	Total Other	5,500	3,000	2,500	83%	2,890	3,000	3,000
424	Total Street Lighting	5,500	3,000	2,500	83%	2,890	3,000	3,000
425	Total Salary	0	0	0	0%	0	0	0
425	Total Other	27,800	22,400	5,400	24%	13,345	22,400	30,006
425	Total Hager Well	27,800	22,400	5,400	24%	13,345	22,400	30,006
429	Total Salary	0	0	0	0%	0	0	0
429	Total Other	75,300	72,075	3,225	4%	45,518	97,250	90,321
429	Total Fuel	75,300	72,075	3,225	4%	45,518	97,250	90,321
431	Total Salary	0	0	0	0%	0	0	0
431	Total Other	10,000	0	10,000	1000000%	0	10,000	9,275
431	Total Hazardous Waste	10,000	0	10,000	1000000%	0	10,000	9,275
433	Total Salary	0	0	0	0%	0	0	0
433	Total Other	133,350	130,100	3,250	2%	79,022	140,850	122,378
433	Total Transfer Station	133,350	130,100	3,250	2%	79,022	140,850	122,378
491	Total Salary	9,085	8,953	132	1%	3,807	8,821	8,820
491	Total Other	1,000	1,000	0	0%	11,800	1,000	455
491	Total Cemetery	10,085	9,953	132	1%	15,607	9,821	9,275
	Total Salaries - Public Works	608,974	590,979	17,995	3%	399,746	567,929	575,931
	Total Other - Public Works	452,975	424,685	28,290	7%	330,303	469,855	512,654
	Total Public Works	1,061,949	1,015,664	46,285	5%	730,049	1,037,784	1,088,586
		1,061,949	1,015,664	46,285	5%	730,049	1,037,784	1,088,586

FY2017 Budget Summary
Town of Boxborough

		FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual	
505	Total Salary	1,003	988	15	2%	494	988	494	
505	Total Other	216	98	118	120%	144	100	100	
505	Total Animal Inspector	1,219	1,086	133	12%	638	1,088	594	
511	Total Salary	501	500	1	0%	250	500	500	
511	Total Other	40,467	39,290	1,177	3%	19,193	36,390	38,939	
511	Total BoH	40,968	39,790	1,178	3%	19,443	36,890	39,439	
529	Total Salary	25,302	24,320	982	4%	16,120	0	8,163	FY15 Shown for History
529	Total Other	545	680	-135	-20%	0	25,000	3,397	Purposes Only. Not
529	Total Community Services	25,847	25,000	847	3%	16,120	25,000	11,560	calculated in totals below
541	Total Salary	50,034	47,908	2,126	4%	33,175	46,051	46,051	
541	Total Other	5,675	5,100	575	11%	3,275	4,700	4,700	
541	Total COA	55,709	53,008	2,701	5%	36,450	50,751	50,751	
543	Total Salary	4,068	4,008	60	1%	2,164	1,027	39	
543	Total Other	360	355	5	1%	88	355	33	
543	Total Veterans	4,428	4,363	65	1%	2,252	1,382	73	
	Total Salaries - Health Services	80,908	77,724	3,184	4%	52,203	48,566	47,084	
	Total Other - Health Services	47,263	45,523	1,740	4%	22,700	41,545	43,773	
	Total Health Services	128,171	123,247	4,924	4%	74,903	90,111	90,857	
		128,171	123,247	4,924	4%	74,903	90,111	90,857	
610	Total Salary	243,191	234,065	9,126	4%	165,110	214,309	214,068	
610	Total Other	134,700	129,329	5,371	4%	75,222	119,012	125,593	
610	Total Library	377,891	363,394	14,497	4%	240,332	333,321	339,660	
630	Total Salary	25,481	26,722	(1,241)	-5%	23,851	26,471	21,712	
630	Total Other	10,840	9,800	1,040	11%	7,170	9,400	10,336	
630	Total Rec Comm	36,321	36,522	(201)	-1%	31,021	35,871	32,048	
670	Total Salary	0	0	0	0%	0	0	0	

FY2017 Budget Summary
Town of Boxborough

		FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
670	Total Other	1,500	1,500	0	0%	18,321	1,000	2,672
670	Total Steele Farm	1,500	1,500	0	0%	18,321	1,000	2,672
691	Total Salary	0	0	0	0%	0	0	0
691	Total Other	4,045	4,045	0	0%	1,284	3,174	9,478
691	Total Hist Comm	4,045	4,045	0	0%	1,284	3,174	9,478
692	Total Salary	0	0	0	0%	0	0	0
692	Total Other	965	965	0	0%	395	965	510
692	Total Public Celebr	965	965	0	0%	395	965	510
699	Total Salary	0	0	0	0%	0	0	0
699	Total Other	1,500	1,500	0	0%	0	1,500	1,192
699	Total AB Cultural Council	1,500	1,500	0	0%	0	1,500	1,192
	Total Salaries - Culture & Rec	268,672	260,787	7,885	3%	188,961	240,780	235,780
	Total Other - Culture & Rec	153,550	147,139	6,411	4%	102,391	135,051	149,780
	Total Culture & Rec	422,222	407,926	14,296	4%	291,352	375,831	385,560
		422,222	407,926	14,296	4%	291,352	375,831	385,560
710	Total Salary	0	0	0	0%	0	0	0
710	Total Other	955,000	985,000	(30,000)	-3%	860,000	740,000	740,000
710	Total Retirement of LT Debt	955,000	985,000	(30,000)	-3%	860,000	740,000	740,000
751	Total Salary	0	0	0	0%	0	0	0
751	Total Other	167,858	188,438	(20,580)	-11%	180,150	162,897	162,883
751	Total Debt Interest	167,858	188,438	(20,580)	-11%	180,150	162,897	162,883
830	Total Salary	0	0	0	0%	0	0	0
830	Total Other	671,055	629,903	41,152	7%	629,903	612,822	612,822
830	Total County Retirement Assmt	671,055	629,903	41,152	7%	629,903	612,822	612,822
912	Total Salary	0	0	0	0%	0	0	0
912	Total Other	72,637	62,600	10,037	16%	45,111	60,279	60,759
912	Total Other Insurance	72,637	62,600	10,037	16%	45,111	60,279	60,759

FY2017 Budget Summary
Town of Boxborough

		FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
915	Total Salary	0	0	0	0%	0	0	0
915	Total Other	677,800	632,750	45,050	7%	554,324	583,303	615,998
915	Total Employee Benefits	677,800	632,750	45,050	7%	554,324	583,303	615,998
945	Total Salary	0	0	0	0%	0	0	0
945	Total Other	85,756	81,391	4,365	5%	71,117	78,640	64,112
945	Total Liability Insurance	85,756	81,391	4,365	5%	71,117	78,640	64,112
	Total Salaries - Administration	0	0	0	0%	0	0	0
	Total Other - Administration	2,630,106	2,580,082	50,024	2%	2,340,605	2,237,941	2,256,574
	Total Administration	2,630,106	2,580,082	50,024	2%	2,340,605	2,237,941	2,256,574
		2,630,106	2,580,082	50,024	2%	2,340,605	2,237,941	2,256,574
132	Total Salary	0	0	0	0%	0	0	0
132	Total Other	185,000	185,000	0	0%	99,954	185,000	168,078
132	Total Reserve Fund	185,000	185,000	0	0%	99,954	185,000	168,078
	Total Salaries - Town Government	626,489	671,057	(44,568)	-7%	432,723	648,013	629,550
	Total Salaries - Protection	2,257,729	2,222,168	35,561	2%	1,570,234	2,106,141	2,100,154
	Total Salaries - Public Works	608,974	590,979	17,995	3%	399,746	567,929	575,931
	Total Salaries - Health Services	80,908	77,724	3,184	4%	52,203	48,566	47,084
	Total Salaries - Culture & Rec	268,672	260,787	7,885	3%	188,961	240,780	235,780
	Total Salaries	3,842,772	3,822,715	20,057	1%	2,643,867	3,611,429	3,588,499
	Total Other - Town Government	321,210	302,356	18,854	6%	258,064	219,007	242,661
	Total Other - Protection	307,245	261,640	45,605	17%	177,409	281,133	283,902
	Total Other - Public Works	452,975	424,685	28,290	7%	330,303	469,855	512,654
	Total Other - Health Services	47,263	45,523	1,740	4%	22,700	41,545	43,773
	Total Other - Culture & Rec	153,550	147,139	6,411	4%	102,391	135,051	149,780
	Total Town Other	1,282,243	1,181,343	100,900	9%	890,868	1,146,591	1,232,771
	Total Town Government	947,699	973,413	(25,714)	-3%	690,787	867,020	872,211

FY2017 Budget Summary
Town of Boxborough

	FY17 Submitted Budget	FY16 Budget	FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual	
Total Protection	2,564,974	2,483,808	81,166	3%	1,747,643	2,387,274	2,384,056	
Total Public Works	1,061,949	1,015,664	46,285	5%	730,049	1,037,784	1,088,586	
Total Health Services	128,171	123,247	4,924	4%	74,903	90,111	90,857	
Total Culture & Rec	422,222	407,926	14,296	4%	291,352	375,831	385,560	
Total Town Expenses	5,125,015	5,004,058	120,957	2%	3,534,735	4,758,020	4,821,270	
Total Other - Education	11,700,640	11,285,580	415,060	4%	8,464,187	10,741,831	10,741,831	
Total Other - Administration	2,630,106	2,580,082	50,024	2%	2,340,605	2,237,941	2,256,574	Reserve Fund Total
Total Reserve Fund	185,000	185,000	0	0%	99,954	185,000	168,078	Shown for History
Total Other Costs	14,515,746	14,050,662	465,084	3%	10,904,746	13,164,772	13,166,483	Purposes Only. Not
								calculated in totals below
Total Expenses	19,640,761	19,054,720	586,041	3%	14,339,527	17,922,792	17,819,675	
							25,579	Encumbered

FY2017 Proposed Articles
Town of Boxborough

Article Count	Dept	Description	Amount	Funding Source
		Annual Town Meeting		
1		Choose Town Officers		
2		Receive Reports		
3		Set Salaries and Compensation of Elected Officers		
4		Amend FY17 Personnel Plan Classification and Compensation Schedule		
5		Town Operating Budget	19,640,761	
CPA				
6		Administrative and operating expenses 5%	8,000	CPA (FY17)
		Open Space Reserve 10% (increases balance to 56K)	23,000	CPA (FY17)
		Housing Reserve 10% (increases balance to 56K)	23,000	CPA (FY17)
		Historic Reserve 10% (increases balance to 56K)	23,000	CPA (FY17)
		FY17 Budget Reserve	156,000	CPA (FY17) Remaining Balance from 180K est
7A	630	Rec Comm: Liberty Fields Site Plan	5,500	CPA (Open Space Resrv)
B	630	Rec Comm: Skate Park	40,000	CPA (Open Space Resrv)
8A	177	Housing Bd: Reg Housing Svc Yr 3	5,465	CPA (Hsg Reserve)
B	177	Housing Bd: Reg Housing Svc Yr 4	6,000	CPA (Hsg Reserve)
C	177	Housing Bd: Rental Voucher Program	26,280	CPA (Hsg Reserve)
9A	161	Town Clerk: Conservation of Historic Records	11,000	CPA (Available Fund Balance)
B	192	Town Hall: Restoration of Grange Meeting Room	106,775	CPA (Hist Rsrv:21,000/ Avail Fund Bal:85,775)
C	192	Town Hall: Restoration of Front Steps - Supplemental Appropriation	35,000	CPA (Hist Reserve)
	Total		244,020	Appropriations Total
Financial Consent Agenda				
10	950	Transfer to OPEB Trust Fund	62,500	Free Cash
11	122	Fraud Risk Assessment	10,000	Free Cash
12	122	Soil Testing 405 Middle Rd	3,000	Free Cash
13	145	Borrowing Funds - Closing Costs/Long Term Interest Yr 1	50,000	Free Cash
14	192	Town Hall: HVAC (remaining 3 units)	20,000	Free Cash/Borrow

FY2017 Proposed Articles
Town of Boxborough

Article Count	Dept	Description	Amount	Funding Source
15	192/691	Town Hall: Repoint/Repair Chimney & Museum: Repair Roof	10,000	Free Cash/Borrow
16	610	Library: A/V System Upgrade	10,500	Free Cash/Borrow
17	691	Museum Basement: Dehumidification & Shelving for Storage	5,100	Free Cash/Borrow
18	Multi	Close Completed Articles to General Fund		28,215.41
19	Multi	Departmental Revolving Funds Re-authorization		
	245	Electrical Inspections Revolving Cap Increase (from $50,000) -One/Two year Only	$150,000 Cap	
	243	Gas/Plumbing Inspections Revolving Cap Increase (from $15,000) -One/Two year Only	$100,000 Cap	
20	122	Accept MGL Ch44, Sec 53F3/4 - Cable RRA Account; Transfer Funds		
21	122	Cable Infrastructure Appropriation	117,500	Cable Fund
22	122	Acquisition of Easements - Hill Rd for Roadway Purposes	5,000	Free Cash
23	171	Transfer to Conservation Trust for Future Purchase	5,000	Free Cash
Capital Equipment & Infrastructure				
24	156	Technology: Hardware/Software upgrades	72,500	Free Cash/Borrow
25	192	Town Hall: Front Walkway & Signage	36,000	Free Cash/Borrow
26	192/210/220	Town Facilities: Access Control System	45,000	Free Cash/Borrow
27	210	Police: Building/Grounds Maint	82,000	Avail Funds 1537/ Borrowing/Free Cash
A		Exterior Doors		20,000
B		Detention Cell		15,000
C		Evidence Room		12,000
D		Clapboards & Trim Replacement		12,000
E		Exterior Lighting		15,000
F		Walkways		8,000
28	210	Police: Equipment	93,600	Free Cash
A		Tasers		7,300
B		Security Cameras & Video Server		40,000
C		Defibrillators (replacement)		12,000
D		Firearms		4,800
E		AFIS Fingerprinting		28,500
F		Office Furniture		1,000
29	220	Fire: Pickup Truck	44,500	Borrowing
30	292	Animal Control: Pickup Truck	40,000	Borrowing

FY2017 Proposed Articles
Town of Boxborough

Article Count	Dept	Description	Amount	Funding Source
31	422	DPW: Road Paving	300,000	Borrowing
32	422	DPW: Loader	200,000	Avail Funds 1680.11/Borrowing
33	422	DPW: Pickup Truck	40,000	Borrowing
34	422	DPW: Radios	95,000	Borrowing
35	425	Hager Well: System Updates	50,000	Free Cash/Borrow
Studies & Initiatives				
36	210	Public Safety Architecture/Site Plans	80,000	Free Cash/Borrowing
	Total		1,477,200	
Zoning ByLaw Amendments				
37	176	Zoning Bylaw Amendments - Zoning District Boundaries		
38	176	Zoning Bylaw Amendments - Design Review Board Membership		
39	176	Zoning Bylaw Amendments - Maximum Building Height		
40	176	Zoning Bylaw Amendments - Section 9004 Penalty		
41	176	Zoning Bylaw Amendments - Maximum Fence Height		
42	176	Zoning Bylaw Amendments - Accessory Structures		
43	176	Zoning Bylaw Amendments - W-District removed from Zoning Bylaw		
General ByLaw Amendments & New ByLaws				
44	176	General Bylaw Amendment - Stone Walls		
45	162	TM Bylaw Amendment - Local Election moved to 3rd Tuesday in May		
46	122	General Bylaw Addition - Reconsideration of Vote		
47	122	General Bylaw Addition - Vote Counts by Moderator		
Sense of the Meeting				
48	199	Energy Committee: Reduced Energy Consumption		
(Other) Consent Agenda				
49	422	Chapter 90 Highway Reimbursement Program		
50	176	Discontinance of Cunningham Rd		
51	122	Accept MGL Ch41, Sec110A - Town Hall Closure on Saturdays		

FY2017 Proposed Articles
Town of Boxborough

Article Count	Dept	Description	Amount	Funding Source

Available Funds	Current Balance	Used (Potentially)	New Balance
Free Cash	1,537,280.57	229,100.00	1,308,180.57
Stabilization	1,342,226.70	-	1,342,226.70
Borrowing		1,130,600.00	
Cable Fund	375,000.00	117,500.00	257,500.00
Warrant Article Surplus	25,686.68	-	25,686.68
Rescind Warrant Articles	-	-	-
CPA - Estimated FY17	228,757.87	8,000.00	220,757.87
Reserve Open/Rec	59,000.00	45,500.00	13,500.00
Reserve Housing	59,000.00	37,745.00	21,255.00
Reserve Historical	59,000.00	59,000.00	-
Prior Year Reserve/Certified	106,530.00	93,775.00	12,755.00

1,359,700.00	FC, Stab, Borrow
117,500.00	Other Sources
244,020.00	CPA
1,721,220.00	

FY2017 Available Funds
Town of Boxborough

			Amount	Original Source	
Unexpended Articles:	ATM10, Art11	Fire Mobile Networks	40.14	Free Cash	
	ATM11, Art14	Police: Gutters & Exterior Painting	87.11	Free Cash	
	ATM11, Art21	Blanchard: Consultant/Suppr Chamb	313.00	Free Cash	
	ATM12, Art24	Blanchard: Masonry	9,213.99	Free Cash	
	ATM13, Art10	Bldg Insp: Vehicle	667.00	Free Cash	
	ATM13, Art14	Fire: AirPaks	10,861.00	Free Cash	
	ATM13, Art20	Blanchard: Windows	2,952.77	Free Cash	
	STM14, Art2	Police: CBA (Retro)	2,081.08	Free Cash	
	ATM14, Art20	Bond Issuance	416.33	Free Cash	
	ATM14, Art22B	TH: Carpeting	0.50	Free Cash	
	ATM14, Art22E	Library: HVAC	80.79	Free Cash	
	ATM14, Art23C	Public Safety Space Needs Analysis	1.70	Free Cash	
	ATM15, Art16	Museum Painting	1,500.00	Free Cash	
			28,215.41		
	ATM13, Art9	TH: Windows	1,537.00	Borrowed	10yr
	ATM08, Art13	Capital Equipment (Bond Issuance)	1,680.11	Borrowed	15yr
		Total Available	31,432.52		
	ATM13, Art9	TH: Windows	(157.00)	Free Cash	
Free Cash:	FY14 Certification		1,940,414		
	Additional Revenue (under-estimated)		447,574		
	Unexpended Funds GF Budget		75,253		
	Uses (Articles ATM15 & STM15)		(1,033,396)		
	Additional Returns, Income, Transfers in		157,436		
		FY15 Certification	1,587,281		
		STM 2/24/16	(50,000)		
		Free Cash Available	1,537,281		
Stabilization:	FY15 Balance		1,231,430		
	Additions (ATM15)		100,000		
	Uses		-		
	Interest (Est)		16,000		
		FY16 Balance (estimated)	1,347,430		
Local Revenues:	FY15 Estimates		1,380,000		
	FY15 Actual		1,827,574		
	FY16 Estimates		1,437,000	(Includes Year 1 Beaverbrook Bldg Permits)	
	FY16 Actual (YTD 1/1/16)		802,093	(Includes Full Pmt Beaverbrook Bldg Permits)	
		FY17 Estimate	1,325,000		

FY2017 Budget Worksheet
100-General Govt

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-100-5270-0000	Community Center Lease	11,940	11,700		240	2.05%	9,750		
	Other Misc Expenses -History							11,400	11,400
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	11,940	11,700		240	2.05%	9,750	11,400	11,400
	Total General Gov't	11,940	11,700		240	2.05%	9,750	11,400	11,400

Notes:
Lease agreement increased to $995/mo for FY17

FY2017 Budget Worksheet
114-Moderator

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-114-5599-0000	Moderator Other Exp	50	50		0	0.00%	50	50	47
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	50	50		0	0.00%	50	50	47
	Total Moderator	50	50		0	0.00%	50	50	47

FY2017 Budget Worksheet
119-Town Constable

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-119-5599-0000	Town Constable Other Exp	145	175		(30)	-17.14%	36	175	57
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	145	175		(30)	-17.14%	36	175	57
	Total Town Constable	145	175		(30)	-17.14%	36	175	57

Notes:
2 State Elections, 2 Town Meeting Warrants, 2 Bylaw/ZBA postings = 6 at 6 locations @ $3 each plus 3 miles (rounded up in case of extra STM or other duties)

FY2017 Budget Worksheet
122-Selectmen

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-122-5110-0000	Selectmen Salaries	2,000	2,000		0	0.00%	1,000	2,000	2,000
001-122-5306-0000	Selectmen Consulting	0	0		0	0.00%	559	0	0
001-122-5317-0000	Selectmen Printing Services	96	48		48	100.00%	44	96	0
001-122-5420-0000	Selectmen Office Supplies	62	11		51	463.64%	60	22	33
001-122-5490-0000	Selectmen Events	710	600		110	18.33%	706	750	574
001-122-5711-0000	Selectmen Travel	300	300		0	0.00%	144	200	450
001-122-5712-0000	Selectmen Training/Conferences	420	460		(40)	-8.70%	160	400	189
001-122-5730-0000	Selectmen Dues	1,230	700		530	75.71%	1,195	668	681
	Other Misc Expenses -History								
	Total Salary	2,000	2,000		0	0.00%	1,000	2,000	2,000
	Total Other	2,818	2,119		699	32.99%	2,868	2,136	1,927
	Total Selectmen	4,818	4,119		699	16.97%	3,868	4,136	3,927

Notes:

Increase over FY16 budget largely attributable to membership fees now being charged for 495/MW Partnership, potential for 2 new selectmen and increase in costs for appreciation event. Details below:

Printing Services: Business cards for potentially 2 new selectmen in May 2017

Office Supplies: Nameplates for potentially 2 new selectmen in May 2017 ($22) + stationery (holiday greetings to staff)

Events: Increased based on 2016 attendance

Travel: Mileage and parking associated with outside meetings attended by selectmen

Training/Conferences: 2 selectmen at MMA Annual Meeting ($320); 2 selectmen at DLS Muni Law Seminar or New Officials Finance Forum ($100)

Dues: MMA ($730) and 495/MW Partnership ($500)

FY2017 Budget Worksheet
123-Town Administrator

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-123-5111-0000	Town Administrator Salary	113,100	108,750		4,350	4.00%	79,105	105,000	105,000
001-123-5711-0000	Town Administrator Mileage	2,700	2,875		(175)	-6.09%	2,112	2,825	2,800
	Total Salary	113,100	108,750		4,350	4.00%	79,105	105,000	105,000
	Total Other	2,700	2,875		(175)	-6.09%	2,112	2,825	2,800
	Total Town Administrator	115,800	111,625		4,175	3.74%	81,218	107,825	107,800

Notes:
Salary: Level funded until negotiated
Mileage: 5,000 miles @ 54¢/mile

FY2017 Budget Worksheet
131-Finance Comm

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-131-5712-0000	Finance Comm Conference	280	280		0	0.00%	165	280	50
001-131-5730-0000	Finance Comm Dues	200	200		0	0.00%	176	175	176
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	480	480		0	0.00%	341	455	226
	Total Town Finance Comm	480	480		0	0.00%	341	455	226

FY2017 Budget Worksheet
132-Reserve Fund

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-132-5960-0000	Reserve Fund	185,000	185,000		0	0.00%	99,954	185,000	168,078
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	185,000	185,000		0	0.00%	99,954	185,000	168,078
	Total Reserve Fund	185,000	185,000		0	0.00%	99,954	185,000	168,078

FY2017 Budget Worksheet
135-Town Accountant

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-135-5112-0000	Accountant Salary	69,609	66,908		2,701	4.04%	48,774	64,311	64,311
001-135-5301-0000	Accountant Audit	23,000	22,000		1,000	4.55%	22,000	22,000	22,000
001-135-5305-0000	Accountant Software Support	11,810	12,803		(993)	-7.76%	11,810	2,768	7,467
001-135-5420-0000	Accountant Office Supplies	200	500		(300)	-60.00%	101	400	279
001-135-5711-0000	Accountant Travel	200	250		(50)	-20.00%	76	550	492
001-135-5712-0000	Accountant Training/Conferences	1,125	1,100		25	2.27%	861	1,200	802
001-135-5730-0000	Accountant Dues	55	55		0	0.00%	50	50	50
	Other Misc Expenses -History								
	Total Salary	69,609	66,908		2,701	4.04%	48,774	64,311	64,311
	Total Other	36,390	36,708		(318)	-0.87%	34,898	26,968	31,090
	Total Accountant	105,999	103,616		2,383	2.30%	83,672	91,279	95,401

Notes:

Salary: Grade 15, Step 3

Software Support: Vadar Accountant's Module, 2nd year Collection Module (0% Financing 5 years), plus 3 users on Web-Based Hosting (decreased from 4 users, eliminating Tax Collector)

Supplies: budget binders, printer supplies, etc

Travel: March 140 miles & June 225 miles, plus additional training classes

Training/Conferences: March Hotel $300 & Conference $300; June Hotel $325 & Conference $200

FY2017 Budget Worksheet
141-Assessor

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-141-5112-0000	Assessor Salary	69,609	66,908		2,701	4.04%	48,774	64,311	64,311
001-141-5154-0000	Assessor Certification Stipend	1,000	1,000		0	0.00%	1,000	0	0
001-141-5305-0000	Assessor Software Support	4,000	4,000		0	0.00%	4,000	4,000	4,000
001-141-5306-0000	Assessor Consulting	7,800	9,900		(2,100)	-21.21%	9,900	3,000	2,033
001-141-5312-0000	Assessor Legal Notices	150	275		(125)	-45.45%	285	110	113
001-141-5399-0000	Assessor GIS Map Updates	0	500		(500)	-100.00%	0	3,000	3,000
001-141-5420-0000	Assessor Office Supplies	500	849		(349)	-41.11%	833	775	967
001-141-5711-0000	Assessor Mileage	575	540		35	6.48%	172	400	545
001-141-5712-0000	Assessor Training/Conferences	1,200	1,100		100	9.09%	413	1,075	868
001-141-5730-0000	Assessor Dues	765	800		(35)	-4.38%	726	753	733
	Other Misc Expenses -History								
	Total Salary	70,609	67,908		2,701	3.98%	49,774	64,311	64,311
	Total Other	14,990	17,964		(2,974)	-16.56%	16,330	13,113	12,259
	Total Assessor	85,599	85,872		(273)	-0.32%	66,104	77,424	76,570

Notes:

Software Support: AssessPro through Patriot

All MapGeo Mapping fees previously included in the Assessor's budget will be moved to the Technology budget.

Assessor Consulting of $6800 will cover contractual work by Patriot Properties to inspect, analyze and assist in valuation of personal property and commercial and industrial real estate.

FY2017 Budget Worksheet
145-Treasurer (& Collector)

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-145-5112-0000	Treasurer Salary	71,350	66,908		4,442	6.64%	49,996	64,311	64,311
001-145-5154-0000	Treasurer Certification Stipend	1,000	1,000		0	0.00%	1,000	1,000	1,000
001-145-5301-0000	Treasurer Payroll Service	3,700	3,700		0	0.00%	3,659	3,700	4,347
001-145-5311-0000	Treasurer Performance Bond	525	525		0	0.00%	258	525	525
001-145-5313-0000	Treasurer Banking Fees	1,500	1,680		(180)	-10.71%	20	1,680	333
001-145-5316-0000	Treasurer Tax Title Foreclosures	1,000	1,000		0	0.00%	506	1,000	1,572
001-145-5317-0000	Treasurer Printing Services	350	350		0	0.00%	0	350	0
001-145-5345-0000	Treasurer Postage	7,100			7,100	710000.00%			
001-145-5420-0000	Treasurer Office Supplies	1,000	125		875	700.00%	59	125	401
001-145-5711-0000	Treasurer Travel	500	500		0	0.00%	325	500	506
001-145-5712-0000	Treasurer Training/Conferences	1,000	400		600	150.00%	95	400	726
001-145-5730-0000	Treasurer Dues	70	70		0	0.00%	50	70	50
	Other Misc Expenses -History								
	Total Salary	72,350	67,908		4,442	6.54%	50,996	65,311	65,311
	Total Other	16,745	8,350		8,395	100.54%	4,971	8,350	8,460
	Total Treasurer	89,095	76,258		12,837	16.83%	55,967	73,661	73,771

Notes:

For the most part, increases in the Treasurer's budget are attributable to combining the budgets for Tax Collector and Treasurer; Software costs are budgeted in 135 Accountant as a package

Tax Title: Base amount for current Tax Title Parcels, Fin Com recommends Reserve Fund Transfer for actual activity

Postage: Mailing costs for all Tax Collector duties, Real Estate, Motor Vehicle, Personal Property bills

Office Supplies: Increased to include paper for printing of Tax Bills (previously Collector Printing Services)

Training/Conferences: Additional Collector School Certification classes required

FY2017 Budget Worksheet
146-Collector

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-146-5112-0000	Collector Salary	0	66,676		(66,676)	-100.00%	0	64,087	65,683
001-146-5154-0000	Collector Certification Stipend	0	1,000		(1,000)	-100.00%	0	1,000	1,000
001-146-5305-0000	Collector Software Support	0	0		0	0.00%	0	8,742	11,692
001-146-5311-0000	Collector Performance Bond	0	680		(680)	-100.00%	0	680	680
001-146-5316-0000	Collector Tax Title Foreclosures	0	160		(160)	-100.00%	0	160	310
001-146-5317-0000	Collector Printing Services	0	1,400		(1,400)	-100.00%	243	1,400	990
001-146-5345-0000	Collector Postage	0	7,140		(7,140)	-100.00%	3,050	7,140	7,041
001-146-5420-0000	Collector Office Supplies	0	551		(551)	-100.00%	0	551	175
001-146-5711-0000	Collector Travel	0	400		(400)	-100.00%	0	400	272
001-146-5712-0000	Collector Training/Conferences	0	1,000		(1,000)	-100.00%	0	1,000	1,173
001-146-5730-0000	Collector Dues	0	50		(50)	-100.00%	0	45	50
	Other Misc Expenses -History								
	Total Salary	0	67,676		(67,676)	-100.00%	0	65,087	66,683
	Total Other	0	11,381		(11,381)	-100.00%	3,294	20,118	22,383
	Total Collector	0	79,057		(79,057)	-100.00%	3,294	85,205	89,066

Notes:

Duties undertaken by Treasurer; see Department 145

FY2017 Budget Worksheet
151-Legal

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-151-5311-0000	Legal Services	45,000	50,000		(5,000)	-10.00%	18,094	50,000	55,909
001-151-5399-0000	Legal Expenses	3,500	3,500		0	0.00%	1,501	3,500	2,423
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	48,500	53,500		(5,000)	-9.35%	19,595	53,500	58,332
	Total Legal	48,500	53,500		(5,000)	-9.35%	19,595	53,500	58,332

Notes:
FY15 actual expense increased due to collective bargaining. Propose decrease for FY17

FY2017 Budget Worksheet
152-Personnel Board

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-152-5712-0000	Personnel Board Training/Conferences	120	120		0	0.00%	0	60	120
001-152-5730-0000	Personnel Board Dues	200	200		0	0.00%	200	200	200
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	320	320		0	0.00%	200	260	320
	Total Personnel Board	320	320		0	0.00%	200	260	320

Notes:
Training/conferences: Attendance by up to 2 members at MMPA's annual Labor Law Seminar

FY2017 Budget Worksheet
156-Technology

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-156-5306-0000	Technology Consulting	92,457	67,424		25,033	37.13%	46,177	1,080	17,754
001-156-5341-0000	Technology Telephone (VOIP & Copper)	7,700	10,000		(2,300)	-23.00%	4,979	10,000	7,730
001-156-5341-0610	Technology Telephone (Library)	1,200	1,200		0	0.00%	826	1,600	1,208
001-156-5343-0000	Technology Internet Access	6,225	4,665		1,560	33.44%	4,309	1,380	4,457
001-156-5344-0000	Technology Website Hosting	2,750	2,450		300	12.24%	2,450	4,634	2,675
001-156-5422-0000	Technology Software	7,980	480		7,500	1562.50%	440	4,700	4,700
001-156-5582-0000	Technology Hardware	5,000	9,100		(4,100)	-45.05%	6,600	4,600	4,075
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	123,312	95,319		27,993	29.37%	65,781	27,994	42,599
	Total Technology	123,312	95,319		27,993	29.37%	65,781	27,994	42,599

Notes:

Consulting: Reflects 100% of budget to be funded by the town, and none from cable; in FY 16, $20k was funded by Cable. Additionally, the Town firewall was under budgeted by $1,253 in FY 16; increase in managed services of $3,780 due to increase in monthly fee/device.

Telephone: Full year of tracking data

Internet Access: Decrease in email hosting (-$240) and email archiving (-$1,000) offset by increase in secondary ISP ($700) and inclusion of FiOs ($2,100) in Technology budget (previously had been covered by Cable).

Software: Increase primarily due to transferring from other dept budgets (AppGeo ArcGIS and MapGeo)

Hardware: Included only recurring costs of server warranties. Warrant article request for other hardware items.

FY2017 Budget Worksheet
156-Summary

Consulting:	**92,457**	
	5,012	Managed Services - Firewall Town
	1,785	Managed Services - Firewall Library
	42,780	Guardian Eye Lite (59 devices @ $60/device/month; 1 @ $25/month)
	12,960	Phone (time & materials) 8 hrs/month @ $135/hr
	25,920	Misc (time & materials) 16 hrs/month @ $135/hr
	4,000	SmartNet Subscription Support - VoIP Annual fee. Service enables our IT consultant to call Cisco and start a ticket with the Cisco engineers who will help identify and resolve the issue
Phone:	**7,700**	
	4,800	VoIP (12 @ $400)
	2,400	Copper (6 lines: 2 @Public Safety, 2 @Town Hall, 1 @Transfer Station, 1 @DPW) 12 months @ $200
	500	Misc
Internet Access:	**6,225**	
	480	Email hosting (decrease in number of accounts)
	1,000	Email archiving (decrease in number of accounts)
	125	Domain name registration
	2,400	Secondary ISP (located at Public Safety) 12 @ $200
	2,100	FiOs (12 @ $175/month)
	120	Library Comcast
Website Hosting:	**2,750**	
	2,450	Annual fee for hosting and maintenance
	300	One-time fee to add google translate to main site and library and Master Plan subsites
Software:	**7,980**	
	500	MapGeo property records card linkage (transferred from Dept 141)
	2,500	MapGeo parcel updates (Should have been included in budget (Dept 141) last year, but was not)
	3,000	MapGeo annual fee (transferred from Dept 175)

	1,500	ArcGIS maintenance (transferred from Dept 192)
	480	Adobe Acrobat (2)@≈$240
Hardware	**5,000**	
	5,000	Server Warranties 5 @ $1000

Preparing an article for a number of items, including 6 replacement PC's/laptops (5 @ Pub Safety; 1 CoA), 4 printers (1 @ ea. facility), 2 - 5 UPS's, back-up domain controller @ Public Safety, 4 switches

FY2017 Budget Worksheet
161-Town Clerk

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-161-5110-0000	Town Clerk Salary	46,823	45,006		1,817	4.04%	32,809	43,259	43,259
001-161-5154-0000	Town Clerk Certification Stipend	1,000	1,000		0	0.00%	1,000	1,000	1,000
001-161-5311-0000	Town Clerk Performance Bond	100	100		0	0.00%	0	100	100
001-161-5317-0000	Town Clerk Printing Services	0	0		0	0.00%	0	130	0
001-161-5345-0000	Town Clerk Postage	300	300		0	0.00%	261	260	1,477
001-161-5420-0000	Town Clerk Office Supplies	180	200		(20)	-10.00%	199	124	11
001-161-5443-0000	Town Clerk Equipment Maintenance	160	160		0	0.00%	0	160	0
001-161-5711-0000	Town Clerk Travel	288	345		(57)	-16.52%	96	1,204	49
001-161-5712-0000	Town Clerk Training/Conferences	865	865		0	0.00%	78	100	110
001-161-5730-0000	Town Clerk Dues	150	150		0	0.00%	60	100	75
	Other Misc Expenses -History								
	Total Salary	47,823	46,006		1,817	3.95%	33,809	44,259	44,259
	Total Other	2,043	2,120		(77)	-3.63%	694	2,178	1,822
	Total Town Clerk	49,866	48,126		1,740	3.62%	34,503	46,437	46,081

Notes:

Salary: Elected Step 9 @ 67.5% (27 hours/week)

FY2017 Budget Worksheet
162-Elections & Registrars

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-162-5110-0000	Registrar Salary	1,711	1,711		0	0.00%	855	1,711	1,576
001-162-5125-0000	Election Workers	4,689	2,317		2,372	102.37%	1,514	3,051	2,668
001-162-5243-0000	Elect. & Registr. Equipment Maint	3,475	2,825		650	23.01%	1,560	3,405	3,050
001-162-5317-0000	Elect. & Registr. Printing Services	1,045	1,045		0	0.00%	153	1,045	669
001-162-5345-0000	Elect. & Registr. Postage	1,672	1,672		0	0.00%	1,410	1,500	2,339
001-162-5420-0000	Elect. & Registr. Office Supplies	30	30		0	0.00%	33	30	0
001-162-5490-0000	Elect. & Registr. Refreshments	90	60		30	50.00%	0	90	0
	Other Misc Expenses -History						417		
	Total Salary	6,400	4,028		2,372	58.89%	2,369	4,762	4,244
	Total Other	6,312	5,632		680	12.07%	3,572	6,070	6,058
	Total Elect. & Registr.	12,712	9,660		3,052	31.59%	5,941	10,832	10,302

Notes:
3 Scheduled Elections: State Primary, Presidential Election, Annual Town Election. Changes in voting procedures necessitate additional counters for email/early/absentee votes.

FY2017 Budget Worksheet
171-Conservation Comm

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-171-5243-0000	Conservation Comm Equipment Maint	1,000	1,000		0	0.00%	(28)	1,000	945
001-171-5599-0000	Conservation Comm Other Supplies	100	100		0	0.00%	0	100	0
001-171-5712-0000	Conservation Comm Conferences	450	411		39	9.49%	115	542	115
001-171-5730-0000	Conservation Comm Dues	600	639		(39)	-6.10%	530	508	714
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	2,150	2,150		0	0.00%	617	2,150	1,774
	Total Conservation Comm	2,150	2,150		0	0.00%	617	2,150	1,774

FY2017 Budget Worksheet
175-Planning Board

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-175-5110-0000	Planning Board Salary	545	545		0	0.00%	273	545	545
001-175-5112-0000	Town Planner Salary	69,609	66,908		2,701	4.04%	48,774	64,311	64,311
001-175-5305-0000	Planning Board Software Support	0	3,000		(3,000)	-100.00%	3,000	1,500	3,000
001-175-5306-0000	Planning Board Consulting	3,120	720		2,400	333.33%	0	720	750
001-175-5312-0000	Planning Board Legal Notices	200	200		0	0.00%	196	200	175
001-175-5599-0000	Planning Board Other Office Exp	400	660		(260)	-39.39%	364	750	668
001-175-5711-0000	Planning Board Travel	675	700		(25)	-3.57%	365	700	817
001-175-5712-0000	Planning Board Conferences	260	260		0	0.00%	0	200	199
001-175-5730-0000	Planning Board Dues	1,790	1,790		0	0.00%	1,777	1,705	1,775
	Other Misc Expenses -History								
	Total Salary	70,154	67,453		2,701	4.00%	49,046	64,856	64,856
	Total Other	6,445	7,330		(885)	-12.07%	5,702	5,775	7,384
	Total Planning Board	76,599	74,783		1,816	2.43%	54,749	70,631	72,240

Notes:

Salary: Elected Board 5 @ $109 = $545. Town Planner Grade 15, Step 3

Software Support: MapGeo fees previously included in the Planning budget will be moved to the Technology budget

Consulting Fees: Contracted Engineer estimate 6 hours @ $120/hr, plus EPA Consulting 20 hrs @ $120/hr

Legal Notices: est $200 based on average. Cost based on length of notices, subject to change

Other Office Expenses: Ink & Supplies for Color Printer & Plotter $330. The Beacon ($70) potential subscription price increase

Travel Expenses: 70 local night meetings at 5 mi each @ $0.54/mi = $200 Plus 30 Off-Site meetings at 30 mi each = $500

Conferences: Citizen Planner Training Collaborative annual workshop for new board, est $60, plus Annual APA Conference $200

Dues: American Planning Association $245, Mass APA $35, and American Institute of Certified Planners $135. Metropolitan Area Planning Council (MAPC) Minuteman Advisory Group on Interlocal Coordination (MAGIC) based on population $1375.

FY2017 Budget Worksheet
176-Zoning Board

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-176-5312-0000	ZBA Advertising/Legal Notices	75	0		75	7500.00%			
001-176-5599-0000	ZBA Other Office Supplies	60	135		(75)	-55.56%	20	135	0
001-176-5712-0000	ZBA Conferences	75	75		0	0.00%	0	75	90
001-176-5730-0000	ZBA Dues	0	0		0	0.00%	0	125	0
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	210	210		0	0.00%	20	335	90
	Total ZBA	210	210		0	0.00%	20	335	90

Notes:
Legal Notices: Split for Clarity

FY2017 Budget Worksheet
179-Agricultural Comm

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-179-5599-0000	Ag Comm Other Office Supplies	50	100		(50)	-50.00%	0	40	0
001-179-5711-0000	Ag Comm Travel	0	0		0	0.00%	0	80	0
001-179-5712-0000	Ag Comm Conferences	150	0		150	15000.00%	0	80	0
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	200	100		100	100.00%	0	200	0
	Total Ag Comm	200	100		100	100.00%	0	200	0

Notes:
Conferences: Split for Clarity

FY2017 Budget Worksheet
192-Town Hall

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-192-5115-0000	Town Hall Clerical Salary	174,444	172,420		2,024	1.17%	117,849	168,116	148,575
001-192-5210-0000	TH Electricity	7,900	8,903		(1,003)	-11.27%	3,502	8,300	7,510
001-192-5212-0000	TH Heating	4,400	4,300		100	2.33%	1,882	4,100	4,892
001-192-5241-0000	TH Bldg/Grounds Maint Service	3,000	3,000		0	0.00%	29,314	1,500	7,421
001-192-5271-0000	TH Equipment Lease	6,771	6,922		(151)	-2.18%	3,949	6,731	6,074
001-192-5305-0000	TH Software Support	0	1,500		(1,500)	-100.00%	1,500	1,500	1,500
001-192-5312-0000	TH Advertising/Legal Notices	1,120	700		420	60.00%	772	700	1,288
001-192-5317-0000	TH Printing Services	3,800	4,160		(360)	-8.65%	1,321	4,206	3,485
001-192-5345-0000	TH Postage	5,700	1,500		4,200	280.00%	1,225	5,300	2,497
001-192-5420-0000	TH Office Supplies	700	700		0	0.00%	469	1,525	453
001-192-5421-0000	TH Copier Supplies	1,300	1,670		(370)	-22.16%	1,056	2,300	1,264
001-192-5441-0000	TH Bldg/Grounds Maint Supplies	1,000	1,000		0	0.00%	231	1,000	2,772
001-192-5443-0000	TH Equipment Maint Supplies	1,000	1,000		0	0.00%	1,151	1,000	755
001-192-5490-0000	TH Meals/Refreshments	100	100		0	0.00%	62	100	133
001-192-5599-0000	TH Cleaning Supplies	1,000	1,000		0	0.00%	857	1,000	911
001-192-5710-0000	TH Lodging/Meals	1,874	1,910		(36)	-1.88%	1,394	720	324
001-192-5711-0000	TH Travel	544	550		(6)	-1.09%	119	283	507
001-192-5712-0000	TH Training/Conferences	3,205	3,095		110	3.55%	1,665	2,470	967
001-192-5730-0000	TH Dues	1,146	1,113		33	2.96%	1,057	1,078	1,048
001-192-5799-0000	TH Other Expenses	600	600		0	0.00%	211	1,542	314
	Other Misc Expenses -History						35,369		
	Total Salary	174,444	172,420		2,024	1.17%	117,849	168,116	148,575
	Total Other	45,160	43,723		1,437	3.29%	87,107	45,355	44,116
	Total Town Hall	219,604	216,143		3,461	1.60%	204,956	213,471	192,691

FY2017 Budget Worksheet
192-Summary

Salaries: Calculated @ preliminary COLA of 1.5% and step @2.5%, if applicable. 2 employees @ at top step, 1 @ 5th, 1 @ 3rd, 1 @ 2nd. Reduced hours for New Hire **Increase of $2,024 or 1.17%.**

Electricity: After a substantial increase in energy consumption from FY11 through early FY15, consumption has decreased, due to installation of split AC unit in data room and more efficient units in west end of Town Hall. [Av consumption from 6/23/09 - 11/23/15: 71,966 kWh, down from ≈ 80,000kWh]. Rate is down ever so slightly (-.0007/kWh). **Decrease of $1,003 or 11.27%**.

Software Support: Transferred ArcGIS maintenance fees to Technology budget (Dept 156). **Decrease of $1,500 or 100%**

Advertising/Legal Notices: Increased to bring in line with actual needs. Had previously been under-budgeted. Legal notices are submitted for public hearings (2-3/year) and procurements. Recruitment ads are done on-line (some for a fee), through professional assoc and in Action Unlimited (for admin support). **Increase of $420 or 60%.**

Postage: The Piney Bowes machine is used by Town Hall, Police, Fire and DPW departments. In FY16, the budget was decreased by $3,800 as we were drawing down the postage reserves. We are continuing to draw down, but expect that we will need to budget $4,500 to cover metered postage through Pitney Bowes plus $1,000 to mail town meeting warrant(s). Actual usage over the past 12 months was ~$4,600. **Increase of $4,200 or 280%**

Copier Supplies: We continue to use less copier paper because the Accountant provides e-reports in most instances. Additionally, when we acquired the copier in August, we were provided with start-up quantity of toner; therefore I have budgeted for 2 less toners than in FY16. **Decrease of $370 or 22.16%**

FY2017 Budget Worksheet
199-Energy Comm

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-199-5441-0000	Energy Comm Maint Supplies	0	0		0	0.00%	0	800	483
001-199-5599-0000	Energy Comm Other Office Supplies	300	150		150	100.00%	127	40	434
001-199-5711-0000	Energy Comm Travel	0	0		0	0.00%	0	80	0
001-199-5712-0000	Energy Comm Conferences	0	0		0	0.00%	0	80	0
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	300	150		150	100.00%	127	1,000	917
	Total Energy Comm	300	150		150	100.00%	127	1,000	917

Notes:
Supplies: General supplies, plus a new logo for program "Greening Boxborough"

FY2017 Budget Worksheet
210-Police

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-210-5112-0000	Police Salary -Chief	120,499	117,750		2,749	2.33%	85,843	115,000	115,000
001-210-5113-0000	Police Salary -Lieutenant	80,725	75,700		5,025	6.64%	56,055	0	0
001-210-5114-0000	Police Salary -FT Officer	599,100	616,325		(17,225)	-2.79%	445,617	664,154	650,714
001-210-5115-0000	Police Salary -Clerical	53,068	52,484		584	1.11%	38,261	51,511	51,511
001-210-5124-0000	Police Salary -Special Officer	12,423	12,236		187	1.53%	19,995	12,055	12,376
001-210-5125-0000	Police Salary -Lock Up Attendants	6,630	6,533		97	1.48%	1,906	6,434	3,781
001-210-5134-0000	Police OT	176,441	157,997		18,444	11.67%	173,324	150,437	213,828
001-210-5144-0000	Police -Town Detail	12,947	13,277		(330)	-2.49%	1,730	8,609	6,197
001-210-5154-0000	Police -Stipend	1,500	1,500		0	0.00%	1,000	0	0
001-210-5210-0000	Police Electricity	11,500	12,000		(500)	-4.17%	8,689	12,000	13,072
001-210-5212-0000	Police Heating	3,300	3,700		(400)	-10.81%	1,236	3,700	2,314
001-210-5241-0000	Police Bldg/Grounds Maint Svc	5,000	3,500		1,500	42.86%	2,793	3,500	2,926
001-210-5242-0000	Police Vehicle Maint Svc	17,500	17,500		0	0.00%	16,902	17,500	20,059
001-210-5243-0000	Police Equipment Maint Svc	4,000	4,000		0	0.00%	1,032	4,000	2,499
001-210-5341-0000	Police Cell Phones	9,369	9,369		0	0.00%	6,171	9,369	8,259
001-210-5342-0000	Police Mobile Communication	3,400	3,400		0	0.00%	2,818	3,400	3,480
001-210-5343-0000	Police Internet Access	2,790	2,790		0	0.00%	1,373	1,140	669
001-210-5443-0000	Police Equipment Maint Supply	8,250	8,250		0	0.00%	7,648	8,250	17,500
001-210-5490-0000	Police Meals/Refreshments	750	750		0	0.00%	329	750	368
001-210-5591-0000	Police Uniforms	16,950	16,950		0	0.00%	15,166	16,950	14,686
001-210-5599-0000	Police Other Expense	3,431	3,431		0	0.00%	5,078	3,431	4,545
001-210-5712-0000	Police Training/Conferences	12,500	12,500		0	0.00%	12,195	10,500	11,194
001-210-5730-0000	Police Dues/Memberships	6,000	6,000		0	0.00%	3,223	4,800	5,058
001-210-5840-0000	Police Vehicle Purchase	40,000	0		40,000	4000000.00%	0	38,000	38,187
	Other Misc Expenses -History						2,211		
	Total Salary	1,063,333	1,053,802		9,531	0.90%	823,731	1,008,200	1,053,407
	Total Other	144,740	104,140		40,600	38.99%	86,865	137,290	144,814
	Total Police	1,208,073	1,157,942		50,131	4.33%	910,595	1,145,490	1,198,221

Note:

Current FY16 YTD Other Misc Expense is Travel, unbudgeted

FY2017 Budget Worksheet
210-Summary

SALARY: The Police Department budget presented reflects an overall increase in SALARIES of 0.9% this includes a minimum staffing of 2 officers per shift. The FY17 budget also reflects salary changes triggered by the replacement of 2 top step Officers with 2 new first step (A2) Officers. A2 is the first step for a Full-Time Academy trained Police Officer. Specialized training has been increased by 720 hours to accommodate for 2 new department instructors as we have lost our in-house instructors due to attrition. Specialized training will include Firearms Instructor, Firearms Armorer, Electronic Control Device (ECD/Taser) Instructor, ECD Armorer, Expandable Baton Instructor, Defensive Tactics Instructor, and O.C. (pepper spray) Instructor.
EXPENSES: The expense line of the police budget has increased by 41.29% ($43,000) largely in part of replacing a police vehicle ($40,000) that was not in last year's budget. Without the vehicle the expense line has actually increased by 2.88% ($3,000). The remaining increase is from adding two (2) biohazard cleanings of the cell block, booking area, or police cars ($750/ea) and to begin to annually purchase two (2) Electronic Control Devices (ECD/Taser) so that we may rotate out older units and begin to issue part time officers these devices. ($1,200/ea)
OVERALL: Overall the presented Police Department Budget has increased by 4.54% from the previous fiscal year. The replacement police vehicle accounts for 3.45% of the increase. Overall Police Department increase without vehicle is 1.08%.

	FY16	FY17	NOTES
Electricity Budget Police Station electricity expenses.	12,000.00	11,500.00	(500.00) Building power averages $1,211 +/- a month (FD was taking PD Power through emergency transfer panel). Reduction to reflect rate changes.
HEATING/GAS BUDGET Heating costs (natural gas) for 4 furnaces and 2 hot water (on-demand) heaters.	3,700.00	3,300.00	(400.00) Building gas consumption is no more than $275 monthly average
BUILDING AND GROUNDS MAINTAINENCE Access control, Plumbers, Electricians, drinking water, septic pumping, misc. hardware, appliances, fixtures, decontamination, rug cleaning, duct cleaning, filters, bulbs, fire extinguishers, pest control, tools and cleaning supplies….	3,500.00	5,000.00	1,500.00 Increase to include two (2) Biohazard decontamination/ cleanings in cell block or cruiser ($750 each)
VEHICLE MAINTAINENCE Maintenance and repair of vehicles.	17,500.00	17,500.00	-
EQUIPMENT MAINT SERVICE Specialty Equipment (firearms, radar/LIDAR units, evidence collection tools, breath test devices, etc...) & Contractors	4,000.00	4,000.00	-
CELL PHONES	9,369.00	9,369.00	-

FY2017 Budget Worksheet
210-Summary

MOBILE COMMUNICATIONS Mobile Data Terminal access fee (39.99/mo) for 5 units ($2,400). Repair and Maintenance of $1,000/yr	3,400.00	3,400.00		-
INTERNET SERVICES Legal resources and investigative services.	2,790.00	2,790.00		-
EQUIPMENT SUPPLY Ammunition, batteries, cartridges, accessories, and other items to maintain all police and detention related equipment.	8,250.00	10,650.00	Begin to purchase two (2) Electronic Control Devices per year to rotate out older units and begin to issue to part time officers ($1,200 each)	2,400.00
MEALS AND REFRESHMENTS Prisoner meals and refreshments for community events, professional development or training.	750.00	750.00		-
UNIFORM & GEAR Uniforms, clothing, gear and related equipment and supplies. $950 + $500 cleaning = $1,450 x 11 officers = $15,950 and $1,000 for special officers	16,950.00	16,950.00		-
OTHER EXPENSES Office supplies, mileage, business cards, advertising, ID cards, health and psychological screenings, printing needs etc…	3,431.00	3,431.00		-
TRAINING AND CONFERENCES	12,500.00	12,500.00		-
DUES AND MEMBERSHIPS Communities for Restorative Justice, Domestic Violence Victim Assistance, FBI LEEDA, Chiefs Assoc, etc.	6,000.00	6,000.00		-
VEHICLE REPLACEMENT	-	40,000.00	A vehicle was not replaced in FY16	40,000.00
	104,140.00	147,140.00		43,000.00

FY2017 Budget Worksheet
215-Dispatch

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-215-5114-0000	Dispatch Salary FT	192,550	186,418		6,132	3.29%	137,867	177,768	189,463
001-215-5116-0000	Dispatch Salary PT	9,583	9,376		207	2.21%	4,413	26,015	2,134
001-215-5134-0000	Dispatch OT FT	83,803	81,190		2,613	3.22%	46,259	46,519	67,842
001-215-5154-0000	Dispatch Stipend		3,000		(3,000)	-100.00%	3,000		
001-215-5210-0000	Dispatch Electric	375	400		(25)	-6.25%	265	200	514
001-215-5243-0000	Dispatch Equipment Maint Svc	7,300	7,300		0	0.00%	5,664	7,300	6,100
001-215-5305-0000	Dispatch Software/Records Mgt	19,290	19,290		0	0.00%	18,815	19,290	26,886
001-215-5341-0000	Dispatch Telephone	4,130	4,130		0	0.00%	1,400	4,130	2,633
001-215-5591-0000	Dispatch Uniforms	1,800	1,800		0	0.00%	513	1,600	1,399
001-215-5599-0000	Dispatch Office Expense	2,500	2,500		0	0.00%	2,505	2,500	2,154
001-215-5712-0000	Dispatch Training	1,000	1,000		0	0.00%	0	1,000	802
	Other Misc Expenses -History								
	Total Salary	285,936	279,984		5,952	2.13%	191,539	250,302	259,439
	Total Other	36,395	36,420		(25)	-0.07%	29,161	36,020	40,488
	Total Dispatch	322,331	316,404		5,927	1.87%	220,700	286,322	299,926

FY2017 Budget Worksheet
215-Summary

SALARY: The presented Dispatch Budget has a salary increase of 3.20% based on contractual and other plan step increases.
EXPENSES: The Dispatch Expense Budget has been reduced by .07% to reflect the anticipated electric rate reduction for next year.
OVERALL: The dispatch budget is 2.82% greater than the previous year.

	FY16	FY17	NOTES	
Electricity Budget Communications electricity expenses.	400.00	375.00	Power at the Hager and Swanson Communications sites.	(25.00)
EQUIPMENT REPAIR & MAINT SERVICE Radios, Specialty IT Needs, Electrical Upgrades and Repairs, and Supplies	7,300.00	7,300.00		-
SOFTWARE/RECORDS MAINT & SERVICE CONTRACTS 1) TriTech (IMC) Computer Aided Dispatch (CAD), Records Management System (RMS), Fire Management System (FMS), Emergency Medical Software (EMS), Administrative, Mobile Data Terminals (MDT), Investigations Module, Administrative Payroll and Time Tracking; 2) Criminal Justice Information Service (CJIS) router; 3) Copier Service; 4) RangeCast IP based radio monitoring service; 5) Milton CAT Generator Service Contract; 6) DSS Corp. IP phone recording service; 7) Weather Display	19,290.00	19,290.00	1. IMC $15,965. 2. CJIS $730. 3. Copier Service $670 4. RangeCast $500 5. Generator Service $750 6. DSS Corp $75 7. Weather Service $600	-
TELEPHONE 1) Radio Telephone Network (RTN) Circuits for offsite transmitter control and radio traffic reception; 2) Dispatch Backup Cell Phone	4,130.00	4,130.00	With the installation and deployment of the new Communications Network this line will be adjusted in the future. Additional Service Contracts will also be added above.	-
UNIFORM & GEAR Uniforms, clothing, gear and related equipment and supplies. $350 x 4 employees = $1,400 and $400 for PT	1,800.00	1,800.00		-
OFFICE EXPENSE	2,500.00	2,500.00		-
TRAINING	1,000.00	1,000.00		-
	36,420.00	36,395.00		(25.00)

FY2017 Budget Worksheet
220-Fire

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-220-5112-0000	Fire Salary -Chief	100,998	97,113		3,885	4.00%	70,792	93,378	93,378
001-220-5114-0000	Fire Salary -FT FF/EMT	313,087	297,707		15,380	5.17%	221,064	287,293	266,871
001-220-5116-0000	Fire Salary -PD FF	263,005	259,046		3,959	1.53%	116,240	256,972	214,684
001-220-5124-0000	Fire Salary -On Call	56,260	60,085		(3,825)	-6.37%	14,498	59,197	28,814
001-220-5134-0000	Fire OT	85,909	90,270		(4,361)	-4.83%	76,444	68,374	104,714
001-220-5210-0000	Fire Electricity	7,000	6,000		1,000	16.67%	3,810	5,950	6,741
001-220-5212-0000	Fire Heating	7,000	6,500		500	7.69%	2,847	6,500	6,964
001-220-5241-0000	Fire Bldg/Grounds Maint Svc	5,400	5,400		0	0.00%	480	5,400	1,301
001-220-5242-0000	Fire Vehicle Maint Svc	20,000	20,000		0	0.00%	19,465	15,000	24,362
001-220-5243-0000	Fire Equipment Maint Svc	17,950	18,450		(500)	-2.71%	6,412	18,850	8,042
001-220-5301-0000	Fire Ambulance Billing	7,180	7,180		0	0.00%	5,164	7,178	4,015
001-220-5302-0000	Fire Medical Services	2,000	2,000		0	0.00%	0	2,000	3,182
001-220-5341-0000	Fire Cell Phone	3,300	2,800		500	17.86%	2,010	2,400	3,597
001-220-5441-0000	Fire Bldg/Grounds Maint Supply	1,200	1,200		0	0.00%	485	1,200	1,430
001-220-5443-0000	Fire Equipment Maint Exp	13,500	13,500		0	0.00%	2,026	13,500	13,261
001-220-5500-0000	Fire Medical Supply	5,750	5,750		0	0.00%	2,472	5,750	5,797
001-220-5591-0000	Fire Uniforms	8,900	8,900		0	0.00%	3,601	7,800	6,424
001-220-5712-0000	Fire Training/Conferences	2,900	2,900		0	0.00%	568	2,900	604
001-220-5730-0000	Fire Dues	3,300	3,300		0	0.00%	2,639	3,300	2,939
001-220-5731-0000	Fire Certification/License	2,000	2,000		0	0.00%	1,564	2,000	1,443
001-220-5799-0000	Fire Other Expenses	2,100	2,100		0	0.00%	722	3,770	3,053
	Total Salary	819,259	804,221		15,038	1.87%	499,038	765,214	708,462
	Total Other	109,480	107,980		1,500	1.39%	54,264	103,498	93,156
	Total Fire	928,739	912,201		16,538	1.81%	553,303	868,712	801,617

Notes:

Electrical: Increased Rates overall. Expect shortfall in FY16 of $741

Heating: Increased Rates overall. Expect shortfall in FY16 of $241

Equipment Maintenance: Expect less maintenance service costs with 2 new trucks coming online

Cell Phone: Increased data plans. Expect shortfall in FY16 of $797

FY2017 Budget Worksheet
241-Building Inspector

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-241-5112-0000	Building Insp Salary	69,609	68,581		1,028	1.50%	46,312	65,919	65,919
001-241-5124-0000	Building Insp Salary Coverage	2,602	1,282		1,320	102.96%	0	2,464	0
001-241-5242-0000	Building Insp Vehicle Maint Svc	100	100		0	0.00%	53	100	85
001-241-5306-0000	Building Insp Consulting	7,500	7,500		0	0.00%	1,009		0
001-241-5599-0000	Building Insp Office Supplies	1,845	1,000		845	84.50%	924	700	1,082
001-241-5711-0000	Building Insp Mileage	270	300		(30)	-10.00%	397	300	584
001-241-5712-0000	Building Insp Training/Conferences	1,375	750		625	83.33%	900	960	690
001-241-5730-0000	Building Insp Dues	125	125		0	0.00%	125	190	115
	Other Misc Expenses -History								
	Total Salary	72,211	69,863		2,348	3.36%	46,312	68,383	65,919
	Total Other	11,215	9,775		1,440	14.73%	3,407	2,250	2,556
	Total Building Insp	83,426	79,638		3,788	4.76%	49,720	70,633	68,475

Notes:

Salary: Grade 15, step 3 (New Hire w/COLA)

Coverage: 80 hours @ 32.52/hr (Grade 15, Step 2)

Consulting: Inspection/engineering associated with Jefferson at Beaverbrook (year 2 of 2); balanced by increased revenues to the general fund in FY16

Office supplies: archive containers ($310), code books ($1235) and misc supplies ($300)

Mileage: (personal vehicle) 500 miles @ 54¢/mile

Training/Conferences: N.E. Building Officials @ Umass Amherst ($330), MBCIA meetings (@ $35-50/mtg) & Procurement training ($695)

Dues: MBCIA ($75) & MW Building Officials ($50)

FY2017 Budget Worksheet
291-Animal Ctrl

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-291-5116-0000	ACO Salary	2,787	2,746		41	1.49%	1,162	2,705	1,352
001-291-5341-0000	ACO Telephone	325	300		25	8.33%	202	250	335
001-291-5711-0000	ACO Travel	220	0		220	22000.00%	102	0	170
001-291-5799-0000	ACO Other Expenses		150		(150)	-100.00%	0	150	
	Other Misc Expenses -History								
	Total Salary	2,787	2,746		41	1.49%	1,162	2,705	1,352
	Total Other	545	450		95	21.11%	304	400	505
	Total ACO	3,332	3,196		136	4.26%	1,466	3,105	1,857

Notes:
Salary: 137 hours @ $20.34/hour
Telephone: Cell service combined with PD 12 months @ $26, rounded up
Travel: 400 miles @ 54¢/mile [Travel is being more accurately tracked. May revise in February if data justifies.
Also... had previously been reported under other expense]

FY2017 Budget Worksheet
292-Animal Ctrl -Dogs & Cats

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-292-5116-0000	ACO Dog & Cat Salary	14,158	11,507		2,651	23.04%	8,407	11,292	11,260
001-292-5270-0000	ACO Dog & Cat Rental of Facilities	600	600		0	0.00%	450	600	600
001-292-5302-0000	ACO Dog & Cat Veterinary Svc	150	150		0	0.00%	229	150	0
001-292-5341-0000	ACO Dog & Cat Telephone	600	600		0	0.00%	781	600	801
001-292-5599-0000	ACO Dog & Cat Supplies	500	500		0	0.00%	0	75	0
001-292-5711-0000	ACO Dog & Cat Travel	3,000	1,000		2,000	200.00%	1,948	200	974
	Other Misc Expenses -History								
	Total Salary	14,158	11,507		2,651	23.04%	8,407	11,292	11,260
	Total Other	4,850	2,850		2,000	70.18%	3,408	1,625	2,375
	Total ACO Dog & Cat	19,008	14,357		4,651	32.40%	11,815	12,917	13,635

Notes:

Salary: Increase services with Stow & Littleton IMAs, expand to 36-38hrs/wk for all 3; Total based on 1.5% COLA approx 2 additional hrs/week per town; Balance covered with Revolving Fund

Travel: Based on current duties and actual mileage, estimates increased to cover; if vehicle approved, will reduce to $500 and change account to vehicle maintenance

Overall: Total budget plus 1/3 of benefits aligns with cost analysis for FT with all 3 towns. Cost Analysis available upon request, please contact Town Accountant

FY2017 Budget Worksheet
299-Field Driver

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-299-5124-0000	Field Driver Salary	45	45		0	0.00%	45	45	45
001-299-5711-0000	Field Driver Mileage	20	25		(5)	-20.00%	0	50	9
	Other Misc Expenses -History								
	Total Salary	45	45		0	0.00%	45	45	45
	Total Other	20	25		(5)	-20.00%	0	50	9
	Total Field Driver	65	70		(5)	-7.14%	45	95	54

Notes:
Mileage: 35 miles @ 54¢/mile [Mileage based on historic average]

FY2017 Budget Worksheet
310-Minuteman

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-310-5601-0000	Minuteman Assessment	197,492	165,340		32,152	19.45%	124,007	147,254	147,254
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	197,492	165,340		32,152	19.45%	124,007	147,254	147,254
	Total Minuteman	197,492	165,340		32,152	19.45%	124,007	147,254	147,254

Notes:
Significant increase due to increased enrollment from 4(reg)+1 (PG) to 5(reg)+2(PG)
Budget Draft Dec 10th; School Committee Presentation January 19th; estimated RJGrey percentages & enrollment

Minuteman High School
FY 2017 ASSESSMENT - Version 6.3
March 15, 2016

Based on Revised Regional Agreement Allocation Formula

Total Required Assessments:	
Budget Assessment	
Required Minimum Contribution	$ 5,470,766
Operating Portion	$ 3,549,349
Transportation	$ 1,578,294
LESS: Reg. Trans. Reimb.	$ (928,943)
Debt and Capital Portion	$ 1,274,273
Total Budget Assessment	$10,943,739
Special Programs Assessment[1]	$ 568,729
Total All Assessments	$11,512,468

	Operating Assessment										Debt and Capital Assessment		Special Programs Assessment[1]					
	State Required Minimum Assessment[2]				Choice Adjustmen	Transportation & Remaining Assessment Per District Agreement							Post-Graduate Assessment		Middle School			
Town/City	State Foundation Enrollment[3]	MM Foundation Budget @ $17,474/ Student	State-Mandated Municipal Contribution %	ESTIMATED State Required Minimum Assessment[2]	Amount	Total Grade 9-12 Enrollment[3]	Transportation & Operating Assessment Share	Transportation Assessment Share	Total Remaining Operating Assessment	Total Operating Assessment[4]	Total Debt & Capital Assessment	Total Budget Assessment	Post-Grad Students[3]	Post-Grad Assessment @ $3,375/ Student	Total Middle School Assessment	Total All Assessments	FY16 Assessments	Change - FY16 over FY15
Acton	34	$ 594,116	76.97%	$ 457,288	$ 5,000	25.5	6.64%	$ 43,149	$ 235,520	$ 740,957	$ 92,627	$ 833,584	2	$ 6,750	$ 157,321	$ 997,655	$ 925,545	$ 72,110
Arlington	120	$ 2,096,880	81.63%	$ 1,711,783	$ -	135.3	35.24%	$ 228,859	$ 1,249,181	$ 3,189,823	$ 449,401	$ 3,639,224	3	$ 10,125	$ -	$ 3,649,349	$ 4,010,950	$ (361,601)
Belmont	26	$ 454,324	82.58%	$ 375,169	$ -	29.0	7.56%	$ 49,071	$ 267,847	$ 692,087	$ 103,567	$ 795,654	0	$ -	$ -	$ 795,654	$ 831,520	$ (35,866)
Bolton	9	$ 157,266	83.98%	$ 132,072	$ -	9.8	2.54%	$ 16,498	$ 90,052	$ 238,622	$ 37,603	$ 276,225	0	$ -	$ 122,585	$ 398,810	$ 428,949	$ (30,140)
Boxborough	7	$ 122,318	84.41%	$ 103,251	$ -	4.5	1.17%	$ 7,615	$ 41,562	$ 152,428	$ 6,115	$ 158,543	2	$ 6,750	$ 32,199	$ 197,492	$ 165,340	$ 32,152
Carlisle	5	$ 87,370	85.33%	$ 74,554	$ -	8.5	2.21%	$ 14,383	$ 78,507	$ 167,444	$ 6,115	$ 173,559	0	$ -	$ -	$ 173,559	$ 226,285	$ (52,726)
Concord	17	$ 297,058	84.30%	$ 250,424	$ -	10.3	2.67%	$ 17,344	$ 94,670	$ 362,438	$ 54,256	$ 416,694	2	$ 6,750	$ -	$ 423,444	$ 407,041	$ 16,403
Dover	2	$ 34,948	84.98%	$ 29,698	$ -	2.0	0.52%	$ 3,384	$ 18,472	$ 51,554	$ 23,462	$ 75,016	0	$ -	$ -	$ 75,016	$ 91,149	$ (16,133)
Lancaster	39	$ 681,486	68.66%	$ 467,876	$ -	29.8	7.75%	$ 50,340	$ 274,774	$ 792,990	$ 108,471	$ 901,461	0	$ -	$ 99,097	$ 1,000,558	$ 964,836	$ 35,722
Lexington	46	$ 803,804	83.84%	$ 673,939	$ -	47.8	12.44%	$ 80,799	$ 441,023	$ 1,195,761	$ 174,938	$ 1,370,699	2	$ 6,750	$ -	$ 1,377,449	$ 1,172,736	$ 204,713
Lincoln	11	$ 192,214	83.99%	$ 161,433	$ -	5.8	1.50%	$ 9,729	$ 53,108	$ 224,270	$ 12,231	$ 236,501	1	$ 3,375	$ -	$ 239,876	$ 150,972	$ 88,904
Needham	25	$ 436,850	84.69%	$ 369,989	$ -	26.8	6.97%	$ 45,264	$ 247,065	$ 662,318	$ 100,368	$ 762,686	1	$ 3,375	$ -	$ 766,061	$ 650,010	$ 116,051
Stow	13	$ 227,162	84.47%	$ 191,886	$ -	19.5	5.08%	$ 32,996	$ 180,104	$ 404,986	$ 62,313	$ 467,299	0	$ -	$ 110,278	$ 577,577	$ 618,680	$ (41,103)
Sudbury	25	$ 436,850	83.92%	$ 366,606	$ -	20.8	5.41%	$ 35,112	$ 191,649	$ 593,366	$ 30,577	$ 623,943	0	$ -	$ -	$ 623,943	$ 694,384	$ (70,441)
Wayland	2	$ 34,948	85.06%	$ 29,727	$ -	5.3	1.37%	$ 8,884	$ 48,489	$ 87,100	$ 6,115	$ 93,215	0	$ -	$ -	$ 93,215	$ 109,056	$ (15,841)
Weston	5	$ 87,370	85.92%	$ 75,071	$ -	3.5	0.91%	$ 5,923	$ 32,326	$ 113,320	$ 6,115	$ 119,435	1	$ 3,375	$ -	$ 122,810	$ 91,498	$ 31,312
TOTAL	**386**	**$ 6,744,964**	**81.11%**	**$ 5,470,766**	**$ 5,000**	**383.8**	**100.00%**	**$ 649,350**	**$ 3,544,349**	**$ 9,669,465**	**$ 1,274,274**	**$ 10,943,738**	**14**	**$ 47,250**	**$ 521,480**	**$ 11,512,468**	**$ 11,538,951**	**$ (26,483)**

Footnotes:

1. Special Programs Assessment provides funding for the Middle School Program to those communities that offer the program. Also includes 50% tuition costs for Post Graduate in-district students. Allocation of Middle School costs for Acton (83.01%) and Boxborough (16.99%) based on 10/1/15
2. The State Required Minimum Assessments are based on estimated DESE Ch. 70 funding INCLUDED IN Governor's State Budget - January 27,2016
3. All student enrollment numbers are based on most recent 4 year rolling average of enrollments as of October 1st. Per the New District Agreement, the minimum enrollment for capital expenses is 1 FTE students.
4. The Total Operating Assessment equals the sum of the State Required Minimum assessment, the Transportation assessment, the Choice adjustment, and the remaining allocated assessment per the District Agreement.

* Note: Reformatted by JBarrett (Boxborough) from pdf extract to excel. Rounding adjustments to be resolved before final draft

FY2017 Budget Worksheet
320-ABRSD

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-320-5601-0000	ABRSD Assessment	11,503,148	11,120,240		382,908	3.44%	8,340,180	10,594,577	10,594,577
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	11,503,148	11,120,240		382,908	3.44%	8,340,180	10,594,577	10,594,577
	Total ABRSD	11,503,148	11,120,240		382,908	3.44%	8,340,180	10,594,577	10,594,577

Notes:
Preliminary Budget Prepared 1/14/16, Presented 1/23/16

School Year 2016-2017
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
Analysis of Assessments - Projected State Aid Numbers
DRAFT TABLE 6 - 1/29/16

	GROSS BUDGET 2016-2017	ACTON 84.80% 83.54%	BOXBOROUGH 15.20% 16.46%
EXPENDITURES INSIDE DEBT LIMIT:			
OPERATING BUDGET	$80,095,886	$67,921,311	$12,174,575
OPEB TRUST FUND CONTRIBUTION	$800,000	$678,400	$121,600
LOWER FIELDS CONSTRUCTION DEBT SERVICE	$90,418	$80,056	$10,362
CAPITAL OUTLAY -BUILDINGS	$243,100	$206,149	$36,951
TOTAL INSIDE DEBT LIMIT	**$81,229,404**	**$68,885,916**	**$12,343,488**
EXPENDITURES OUTSIDE DEBT LIMIT (PREVIOUSLY AUTHORIZED BY REGION):			
CONSTUCTION DEBT SERVICE (FOR JHS & SHS/AUTHORIZED OUTSIDE PROP 2 1/2)	$387,864	$343,415	$44,449
SH CONSTRUCTION/RENOVATION	$1,455,936	$1,289,086	$166,850
	$1,843,800	**$1,632,501**	**$211,299**
GROSS BUDGET-Subtotal	**$83,073,204**	**$70,518,417**	**$12,554,787**
SHARE OF DEBT SERVICE ELEMENTARY SCHOOLS- PAID BY TOWNS	$893,239	$757,466	$135,772
TOTAL REGIONAL DISTRICT EXPENDITURES	**$83,966,443**	**$71,275,883**	**$12,690,560**
OTHER FINANCING SOURCES:			
CHAPTER 70 BASE AID	$14,531,276	$12,322,522	$2,208,754
CHARTER SCHOOL AID	$27,683	$23,475	$4,208
REGIONAL SCHOOL TRANSPORTATION (Cherry Sheet)	$1,190,000	$1,009,120	$180,880
REGIONAL BONUS AID	$74,000	$62,752	$11,248
TRANSFER FROM RESERVES (Excess & Deficiency)	$200,000	$169,600	$30,400
TOTAL OTHER FINANCING SOURCES	**$16,022,959**	**$13,587,469**	**$2,435,490**
TOWN ASSESSMENTS	**$67,943,484**	**$57,688,414**	**$10,255,070**

Calculation of Final Assessments Per Appendix A to Revised Regional Agreement ·FY17

Description	**TOTAL**	**ACTON**	**BOXBOROUGH**
Project Total Benefit Amount	$1,873,119		
Base Budgets	$66,364,972	$55,056,859	$11,308,113
Benefit Percentage Shares		90.0%	10.0%
Share of Benefits	$1,873,119	$1,685,807	$187,312
Reduce Base Budgets By Benefit Shares	$64,491,853	$53,371,052	$11,120,801
Recalculated Assessment Percentages Based On Benefit Shares Applied To Base Budget	100.00%	82.76%	17.24%
Input Table 6 Result From FY17 Actual Budget	**$67,943,484**	**$57,688,414**	**$10,255,070**
Assessment Percentages With Actual Budget		84.91%	15.09%
Shift In Percentage Shares		2.15%	-2.15%
Final Assessment AT FIXED ASSESSMENT % PER APPENDIX A	**$67,943,484**	**$56,227,493**	**$11,715,991**
LESS DEBT PAID DIRECT BY TOWN- PER IMA Section 6	($893,239)	($680,396)	($212,843)

Amount due from each town	**$67,050,245**	**$55,547,097**	**$11,503,148**

FYl6 Assessments	$64,291,249	$53,171,009	$11,120,240
increase	$2,758,996	$2,376,088	$382,908
%	4.3%	4.5%	3.4%
FYl5 Assessments	$60,284,722	$49,690,145	$10,594,577
FY15 additional assessment MCRS	$451,297	$384,255	$67,042
	$60,736,019	$50,074,400	$10,661,619
increase	$3,555,230	$3,096,609	$458,621
%	5.9%	6.2%	4.3%

1/29/2016
FY17 Table 6

DETAILS OF DEBT SERVICE ELEMENTARY SCHOOLS- PAID BY TOWNS

	GROSS	ACTON	BOXBOROUGH
EXPENDITURES OUTSIDE DEBT LIMIT (PREVIOUSLY AUTHORIZED BY ACTON OR BOXBOROUGH)			
BUILDING ADDITION BLANCHARD SCHOOL (Authorized FY06)	$360,200.00	$305,449.60	$54,750.40
SBAB REIMBURSEMENT BUILDING ADDITION BLANCHARD SCHOOL (Authorized FY06)	($284,091.00)	($240,909.17)	($43,181.83)
HAGER WELL (WATER & SEWER) (Authorized FY00)	$102,947.50	$87,299.48	$15,648.02
TWIN SCHOOLS (Authorized FY03)	$1,481,200.00	$1,256,057.60	$225,142.40
SBAB REIMBURSEMENT TWIN SCHOOLS (Authorized FY03)	($922,673.00)	($782,426.70)	($140,246.30)
TOTAL OUTSIDE DEBT LIMIT	**$737,583.50**	**$625,470.81**	**$112,112.69**
SCHOOL RELATED DEBT SERVICE AUTHORIZED BY BOXBOROUGH TOWN MEETING:			
REPLACEMENT OF PORTION OF BLANCHARD MEMORIAL ROOF (Authorized FY12)	$19,487.50	$16,525.40	$2,962.10
REPLACEMENT OF WINDOWS (Authorized FY13)	$8,248.75	$6,994.94	$1,253.81
SECURITY UPGRADES AT BLANCHARD MEMORIAL SCHOOL (Authorized FY13)	$6,050.00	$5,130.40	$919.60
TOTAL TOWN OF BOXBOROUGH SCHOOL DEBT SERVICE	**$33,786.25**	**$28,650.74**	**$5,135.51**
SCHOOL RELATED DEBT SERVICE AUTHORIZED BY ACTON TOWN MEETING:			
CONANT SCHOOL (Authorized FYl0)	$23,701.25	$20,098.66	$3,602.59
SCHOOL FACILITIES (Authorized FY10)	$74,355.00	$63,053.04	$11,301.96
DOUGLAS ROOF (Authorized FY09)	$23,812.50	$20,193.00	$3,619.50
TOTAL TOWN OF ACTON SCHOOL DEBT SERVICE	**$121,868.75**	**$103,344.70**	**$18,524.05**
SHARE OF DEBT SERVICE ELEMENTARY SCHOOLS- PAID BY TOWNS	$893,238.50	$757,466.25	$135,772.25
	($893,238.50)	($680,395.75)	($212,842.75)
	$0.00	$77,070.50	($77,070.50)

FY2017 Budget Worksheet
422-Public Works

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-422-5112-0000	DPW Salary -Director	84,055	82,812		1,243	1.50%	60,599	82,812	82,812
001-422-5114-0000	DPW Salary	385,210	373,037		12,173	3.26%	253,191	356,337	332,962
001-422-5115-0000	DPW Salary -Clerical	51,741	51,184		557	1.09%	37,314	50,238	50,237
001-422-5134-0000	DPW OT	16,002	14,254		1,748	12.26%	12,113	16,600	19,990
001-422-5210-0000	DPW Electricity	4,000	2,500		1,500	60.00%	2,838	2,250	4,930
001-422-5212-0000	DPW Heating	4,000	4,000		0	0.00%	2,016	3,000	4,029
001-422-5241-0000	DPW Bldg/Grounds Maint Svc	6,500	6,000		500	8.33%	6,853	6,000	14,002
001-422-5242-0000	DPW Vehicle Maint Svc	18,000	12,000		6,000	50.00%	15,534	12,000	22,542
001-422-5302-0000	DPW Medical Svc	1,000	900		100	11.11%	430	300	205
001-422-5331-0000	DPW Street Maint Supply	9,500	9,500		0	0.00%	7,818	9,500	5,652
001-422-5341-0000	DPW Cell Phones	3,000	2,500		500	20.00%	1,692	2,500	2,545
001-422-5399-0000	DPW Other Services	7,500	10,250		(2,750)	-26.83%	6,540	10,250	6,912
001-422-5441-0000	DPW Bldg/Grounds Maint Supply	7,000	7,000		0	0.00%	6,188	7,000	5,092
001-422-5442-0000	DPW Vehicle Maint Supply	17,000	19,000		(2,000)	-10.53%	15,630	19,000	10,211
001-422-5580-0000	DPW Tools/Equipment	8,000	8,000		0	0.00%	4,841	8,000	3,479
001-422-5591-0000	DPW Uniforms	6,800	6,000		800	13.33%	3,683	6,000	5,988
001-422-5599-0000	DPW Other Office Exp	750	750		0	0.00%	892	750	4,380
001-422-5712-0000	DPW Training/Conferences	500	500		0	0.00%	629	500	199
001-422-5730-0000	DPW Dues	200	200		0	0.00%	100	240	0
001-422-5731-0000	DPW Certification/License	400	400		0	0.00%	85	300	220
	Other Misc Expenses -History								
	Total Salary	537,008	521,287		15,721	3.02%	363,217	505,987	486,001
	Total Other	94,150	89,500		4,650	5.20%	75,769	87,590	90,388
	Total DPW	631,158	610,787		20,371	3.34%	438,986	593,577	576,389

FY2017 Budget Worksheet
422-Summary

Electric: Rate increase overall; transfer Garabedian Trail to Street Lighting

Bldg/Grnds Maint Svc: FY15 included RFT for Opticoms 10K; increase to cover field irrigation not met by Field Revolving

Vehicle Maint Svc vs Supply: Cost shift with repairs needing to be subbed instead of in-house

Medical Svc, Cell Phones & Uniforms: Additional cost for additional employee approved in FY16

Other Svc: Catch Basin Cleaning & Road Striping

FY2017 Budget Worksheet
423-Snow & Ice

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-423-5126-0000	S&I Seasonal Wages	5,708	5,623		85	1.51%	2,803	5,540	15,501
001-423-5134-0000	S&I OT	57,173	55,116		2,057	3.73%	29,919	47,581	65,609
001-423-5243-0000	S&I Equipment Maint Svc	9,000	10,774		(1,774)	-16.47%	8,339	10,774	2,989
001-423-5442-0000	S&I Vehicle Maint Supply	10,200	10,200		0	0.00%	1,778	10,283	23,149
001-423-5490-0000	S&I Meals/Refreshments	1,000			1,000	100000.00%	167		
001-423-5531-0000	S&I Street Maint Supply	85,675	85,636		39	0.05%	91,675	86,708	140,694
	Other Misc Expenses -History								
	Total Salary	62,881	60,739		2,142	3.53%	32,722	53,121	81,110
	Total Other	105,875	106,610		(735)	-0.69%	101,959	107,765	166,832
	Total Snow & Ice	168,756	167,349		1,407	0.84%	134,681	160,886	247,942

Notes:
May not reduce funding. Additional cost for Food during Storms, per Personnel Board

FY2017 Budget Worksheet
424-Street Lighting

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-424-5210-0000	Street Lighting	5,500	3,000		2,500	83.33%	2,890	3,000	3,000
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	5,500	3,000		2,500	83.33%	2,890	3,000	3,000
	Total Street Lighting	5,500	3,000		2,500	83.33%	2,890	3,000	3,000

Notes:
Rate increase in April 2015, will need an RFT in FY16; Transfer Garabedian Trail Lighting from 422 Highway

FY2017 Budget Worksheet
425-Hager Well

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-425-5210-0000	Hager Well Electric	2,800	2,400		400	16.67%	1,517	2,400	2,809
001-425-5243-0000	Hager Well Maint Svc	25,000	20,000		5,000	25.00%	11,828	20,000	27,197
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	27,800	22,400		5,400	24.11%	13,345	22,400	30,006
	Total Hager Well	27,800	22,400		5,400	24.11%	13,345	22,400	30,006

Notes:
Electric: Rate increase (Heater in Winter)
Maint Svc: Tank Cleaning postponed from FY16, Per Fin Com

FY2017 Budget Worksheet
429-Fuel

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-429-5399-0000	Fuel System Testing/Maint Svc	7,000	6,500		500	7.69%	6,495	6,500	6,454
001-429-5536-0000	Fuel	68,300	65,575		2,725	4.16%	39,023	90,750	83,866
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	75,300	72,075		3,225	4.47%	45,518	97,250	90,321
	Total Fuel	75,300	72,075		3,225	4.47%	45,518	97,250	90,321

Notes:

Testing/Maint Svc: Additional testing required by DEP

Fuel:		Price	Est Gallons		Total
FY17 Based on 2 year actual averages	Unleaded	2.20	19,000		41,800
	Diesel	2.65	10,000		26,500
					68,300
For Reference:	FY16 Unleaded Estimates	2.60	17,000		44,200
	FY16 Diesel Estimates	2.85	7,500		21,375
					65,575

FY2017 Budget Worksheet
431-Hazardous Waste

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-431-5399-0000	Hazardous Waste Disposal	10,000	0		10,000	1000000.00%	0	10,000	9,275
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	10,000	0		10,000	1000000.00%	0	10,000	9,275
	Total Hazardous Waste	10,000	0		10,000	1000000.00%	0	10,000	9,275

Notes:
Hazardous Waste Day scheduled every other year

FY2017 Budget Worksheet
433-Transfer Station

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-433-5210-0000	Transfer Sta Electric	1,650	1,100		550	50.00%	1,335	950	1,642
001-433-5241-0000	Transfer Sta Bldg/Ground Maint	4,500	4,500		0	0.00%	2,809	4,900	3,957
001-433-5290-0000	Transfer Sta Bulk Recycling	2,200	3,500		(1,300)	-37.14%	90	4,000	2,270
001-433-5291-0000	Transfer Sta Trucking	53,000	51,000		2,000	3.92%	35,743	56,000	47,272
001-433-5292-0000	Transfer Sta Tonnage Tipping	72,000	70,000		2,000	2.86%	39,045	75,000	67,237
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	133,350	130,100		3,250	2.50%	79,022	140,850	122,378
	Total Transfer Station	133,350	130,100		3,250	2.50%	79,022	140,850	122,378

Notes:
Electric: Increase in rates as well as more accurate reporting with 2 additional compactors in FY14
Trucking & Tipping: New Contracts increase avg 3%

FY2017 Budget Worksheet
491-Cemetery

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-491-5124-0000	Cemetery Superintendent Salary	9,085	8,953		132	1.47%	3,807	8,821	8,820
001-491-5441-0000	Cemetery Grounds Maint Supplies	550	550		0	0.00%	0	550	119
001-491-5599-0000	Cemetery Other Expenses	450	450		0	0.00%	0	450	336
	Other Misc Expenses -History						11,800		
	Total Salary	9,085	8,953		132	1.47%	3,807	8,821	8,820
	Total Other	1,000	1,000		0	0.00%	11,800	1,000	455
	Total Cemetery	10,085	9,953		132	1.33%	15,607	9,821	9,275

Notes:
Salary: Est 395 hours @ $23/hr

FY2017 Budget Worksheet
505-Animal Inspector

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-505-5116-0000	Animal Inspector Salary	1,003	988		15	1.52%	494	988	494
001-505-5711-0000	Animal Inspector Mileage	216	98		118	120.41%	144	100	100
	Total Salary	1,003	988		15	1.52%	494	988	494
	Total Other	216	98		118	120.41%	144	100	100
	Total Animal Inspector	1,219	1,086		133	12.25%	638	1,088	594

Notes:
Salary: Annual Stipend including 1.5% COLA
Mileage: 400 miles @ 54¢/mile [Mileage is comprised of travel for inspections (100) and quarantines (75/quarter)]

FY2017 Budget Worksheet
511-Board of Health

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-511-5110-0000	BoH Salaries	501	500		1	0.20%	250	500	500
001-511-5241-0000	Landfill Monitoring	6,500	6,500		0	0.00%	2,485	3,600	5,920
001-511-5302-0000	Nursing Services	5,320	4,900		420	8.57%	5,066	4,900	4,871
001-511-5399-0000	BoH Mosquito Control	16,500	16,500		0	0.00%	0	16,500	17,117
001-511-5599-0000	BoH Other Office Expense	130	130		0	0.00%	26	130	0
001-511-5602-0000	BoH Health Agent Services	11,657	10,900		757	6.94%	11,317	10,900	10,881
001-511-5730-0000	BoH Dues	150	150		0	0.00%	150	150	150
001-511-5799-0000	BoH Other Expenses	210	210		0	0.00%	150	210	0
	Other Misc Expenses -History								
	Total Salary	501	500		1	0.20%	250	500	500
	Total Other	40,467	39,290		1,177	3.00%	19,193	36,390	38,939
	Total BoH	40,968	39,790		1,178	2.96%	19,443	36,890	39,439

Notes:

Nursing Svc & Health Agent: Actual Rates per new agreement 2/1/16

FY2017 Budget Worksheet
529-Community Services

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-529-5116-0000	Community Svc Coord Salary	25,302	24,320		982	4.04%	16,120		8,163
001-529-5599-0000	Community Svc Other Office Expense	200	200		0	0.00%	0		
001-529-5711-0000	Community Svc Travel	95	230		(135)	-58.70%	0		
001-529-5712-0000	Community Svc Training/Conferences	250	250		0	0.00%	0		
001-529-5730-0000	Community Svc Dues				0	0.00%			
	Other Misc Expenses -History							25,000	3,397
	Total Salary	25,302	24,320		982	4.04%	16,120	0	8,163
	Total Other	545	680		(135)	-19.85%	0	25,000	3,397
	Total Community Services	25,847	25,000		847	3.39%	16,120	25,000	11,560

Notes:
Salary: Grade 13, Step 7 - 52 wks @ 16 hrs/wk@ $30.41
Other Office Expense: general office supplies
Travel: Reduced due to very limited mileage; meetings are geographically very close (175 miles @ 54¢/mile)

FY2017 Budget Worksheet
541-COA

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-541-5116-0000	COA Salary	50,034	47,908		2,126	4.44%	33,175	46,051	46,051
001-541-5317-0000	COA Printing	750	400		350	87.50%	202	0	0
001-541-5345-0000	COA Postage	1,800	1,600		200	12.50%	800	1,600	1,987
001-541-5351-0000	COA Programs	1,500	1,500		0	0.00%	1,070	1,500	1,600
001-541-5599-0000	COA Other Office Expense	350	350		0	0.00%	262	350	171
001-541-5711-0000	COA Travel	100	100		0	0.00%	0	100	0
001-541-5712-0000	COA Training/Conferences	200	200		0	0.00%	0	200	0
001-541-5730-0000	COA Dues	975	950		25	2.63%	942	950	942
	Other Misc Expenses -History								
	Total Salary	50,034	47,908		2,126	4.44%	33,175	46,051	46,051
	Total Other	5,675	5,100		575	11.27%	3,275	4,700	4,700
	Total COA	55,709	53,008		2,701	5.10%	36,450	50,751	50,751

Notes:

Salary: Grade 13, Step 9; 30 hours per week (previous years miscalculated number of hours & weeks)

Printing: Increased based on 10 newsletters per year at $165-175 each, less a gift from Middlesex Bank of $1000

Postage: Increased based on rate increase as well as volume increase.

Documents available to show increases in both Minuteman and MCOA Dues

FY2017 Budget Worksheet
543-Veterans

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-543-5116-0000	Veterans PT	4,068	4,008		60	1.50%	2,164	1,027	39
001-543-5599-0000	Veterans Other Supplies	150	200		(50)	-25.00%	0	200	33
001-543-5711-0000	Veterans Travel	70	115		(45)	-39.13%	88	100	0
001-543-5712-0000	Veterans Training/Conferences	100			100	10000.00%			
001-543-5730-0000	Veterans Dues	40	40		0	0.00%	0	55	0
	Other Misc Expenses -History							3,000	
	Total Salary	4,068	4,008		60	1.50%	2,164	1,027	39
	Total Other	360	355		5	1.41%	88	355	33
	Total Veterans	4,428	4,363		65	1.49%	2,252	1,382	73

Notes:

Salary: 50 wks @ 4 hrs/week @ $20.34/hr

Other Supplies: flags, medallions, grave markers, office supplies

Travel: 125 miles @ 54¢/mile

Training/Conferences: This is reimbursed, but $ to general fund

Dues: Northeast Veteran's Services Officers Assn.

FY2017 Budget Worksheet
610-Library

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-610-5112-0000	Library Director Salary	82,476	80,000		2,476	3.10%	58,308	76,583	76,583
001-610-5116-0000	Library PT Salary	160,715	154,065		6,650	4.32%	106,802	137,726	137,485
001-610-5210-0000	Library Electricity	15,000	14,500		500	3.45%	9,523	14,000	14,508
001-610-5212-0000	Library Heating	7,700	7,500		200	2.67%	3,011	6,500	7,628
001-610-5241-0000	Library Bldg/Ground Maint Svc	15,350	14,500		850	5.86%	14,038	12,500	18,445
001-610-5305-0000	Library Software Support	2,700	2,500		200	8.00%	2,363	2,500	3,273
001-610-5345-0000	Library Postage	350	375		(25)	-6.67%	253	375	319
001-610-5351-0000	Library Programs	1,000	1,000		0	0.00%	920	1,000	933
001-610-5441-0000	Library Bldg/Ground Maint Supplies	3,000	3,000		0	0.00%	2,130	3,000	2,946
001-610-5520-0000	Library Materials	69,000	67,774		1,226	1.81%	40,352	62,000	60,657
001-610-5599-0000	Library Other Supplies	2,700	2,800		(100)	-3.57%	1,790	2,800	2,509
001-610-5711-0000	Library Travel	800	800		0	0.00%	542	800	773
001-610-5712-0000	Library Training/Conferences	1,000	0		1,000	100000.00%			
001-610-5730-0000	Library Dues	16,100	14,580		1,520	10.43%	300	13,537	13,601
	Other Misc Expenses -History								
	Total Salary	243,191	234,065		9,126	3.90%	165,110	214,309	214,068
	Total Other	134,700	129,329		5,371	4.15%	75,222	119,012	125,593
	Total Library	377,891	363,394		14,497	3.99%	240,332	333,321	339,660

Notes:

Library Materials must =19.5% total budget. $69000+$4,700 Library Fines = 19.5%

New Line item Library Staff Conferences/Membership $1000

Library Dues include C/WMARS Assessment $15,847 (Overdrive 10% mandatory included) + State eBook platform mandatory charge $253

FY2017 Budget Worksheet
630-Rec Comm

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-630-5126-0000	Rec Comm PT	25,481	26,722		(1,241)	-4.64%	23,851	26,471	21,712
001-630-5210-0000	Rec Comm Electricity	1,100	1,200		(100)	-8.33%	925	1,200	1,318
001-630-5241-0000	Rec Comm Contracted Svc	1,900	1,900		0	0.00%	1,424	1,900	3,414
001-630-5351-0000	Rec Comm Programs	5,900	6,200		(300)	-4.84%	4,821	5,900	4,023
001-630-5599-0000	Rec Comm Other Supplies	1,940	500		1,440	288.00%	0	400	1,581
	Other Misc Expenses -History								
	Total Salary	25,481	26,722		(1,241)	-4.64%	23,851	26,471	21,712
	Total Other	10,840	9,800		1,040	10.61%	7,170	9,400	10,336
	Total Rec Comm	36,321	36,522		(201)	-0.55%	31,021	35,871	32,048

Notes:

Staffing (Payroll): Summer: Anticipate return of 4 directors, no lead counselors. Attendance warrants only 18 counselors; No need for lead counselors for winter program, counter-balance with increase of one counselor. Will not run a fall program

Electric: Reduced in hopes of low rates continuing

Programs: Eliminate a NY trip program in order to use funds to repair/maintain playground equipment

FY2017 Budget Worksheet
670-Steele Farm

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-670-5210-0000	Steele Farm Electricity	500	400		100	25.00%	221	120	471
001-670-5799-SFBD	Steele Farm Building Maint	500	600		(100)	-16.67%	17,580	440	2,155
001-670-5799-SFGR	Steele Farm Grounds Maint	500	500		0	0.00%	520	440	46
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	1,500	1,500		0	0.00%	18,321	1,000	2,672
	Total Steele Farm	1,500	1,500		0	0.00%	18,321	1,000	2,672

FY2017 Budget Worksheet
691-Hist Comm

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-691-5210-0000	Hist Comm Electricity	700	700		0	0.00%	372	479	505
001-691-5212-0000	Hist Comm Heating	2,500	2,500		0	0.00%	912	1,850	1,863
001-691-5241-0000	Hist Comm Building/Grounds Maint	500	500		0	0.00%	0	500	6,986
001-691-5799-0000	Hist Comm Other Expense	345	345		0	0.00%	0	345	124
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	4,045	4,045		0	0.00%	1,284	3,174	9,478
	Total Hist Comm	4,045	4,045		0	0.00%	1,284	3,174	9,478

Notes:

Electricity & Heating: Initial estimate, we are in the first year of additional equipment in the basement, may need to revise with more data

Building & Grounds: Will need to replace water heater & some plumbing, may revise to include if not article

FY2017 Budget Worksheet
692-Public Celebr

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-692-5351-0000	Public Celebr Programs	665	665		0	0.00%	187	665	331
001-692-5599-0000	Public Celebr Other Supplies	300	300		0	0.00%	208	300	178
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	965	965		0	0.00%	395	965	510
	Total Public Celebr	965	965		0	0.00%	395	965	510

FY2017 Budget Worksheet
699-ABCC

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-699-5799-0000	ABCC Other Exp	1,500	1,500		0	0.00%	0	1,500	1,192
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	1,500	1,500		0	0.00%	0	1,500	1,192
	Total AB Cultural Council	1,500	1,500		0	0.00%	0	1,500	1,192

FY2017 Budget Worksheet
710-Long Term Debt

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-710-5910-0300	Blanchard Debt	340,000	345,000		(5,000)	-1.45%	345,000	350,000	350,000
001-710-5910-2006	Library/Land/Housing/School Debt	260,000	260,000		0	0.00%	260,000	260,000	260,000
001-710-5910-2010	Fire/DPW Eq Debt	125,000	125,000		0	0.00%	0	130,000	130,000
001-710-5910-2015	Fire/DPW/TH/School Debt	230,000	255,000		(25,000)	-9.80%	255,000	0	0
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	955,000	985,000		(30,000)	-3.05%	860,000	740,000	740,000
	Total Retirement of LT Debt	955,000	985,000		(30,000)	-3.05%	860,000	740,000	740,000

FY2017 Budget Worksheet
751-Debt Interest

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-751-5915-0000	Interest Long Term	155,848	188,438		(32,590)	-17.29%	180,150	158,141	158,141
001-751-5925-0000	Interest Short Term	12,010	0		12,010	1201000.00%		4,756	4,742
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	167,858	188,438		(20,580)	-10.92%	180,150	162,897	162,883
	Total Debt Interest	167,858	188,438		(20,580)	-10.92%	180,150	162,897	162,883

Notes:

Interest Short Term: Estimated based upon May 2015 ATM projects totaling $1,201,000 @1% (per Eastern Bank rep)

Debt Schedule
Town of Boxborough

Date of Issue	Purpose	Type of Payment	Remaining Debt	Year Retired	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total 2027-2030
07/01/97	School Building (exempt)	Principal	675,000	2018	340,000	335,000									
	(Refunding 07/01/05)	Interest	26,900		20,200	6,700									
07/01/05	Sewage Disposal - School (exempt)	Principal	300,000	2026	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
		Interest	62,209		11,678	10,478	9,278	8,078	6,878	5,663	4,429	3,180	1,913	638	
07/01/05	Water - School (exempt)	Principal	420,000	2026	45,000	45,000	45,000	45,000	40,000	40,000	40,000	40,000	40,000	40,000	
		Interest	84,545		16,270	14,470	12,670	10,870	9,170	7,550	5,905	4,240	2,550	850	
07/01/05	Land Acquisition - Conservation (exempt)	Principal	180,000	2022	30,000	30,000	30,000	30,000	30,000	30,000					
		Interest	21,765		6,630	5,430	4,230	3,030	1,830	615					
07/01/05	Affordable Housing (exempt)	Principal	40,000	2024	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000			
		Interest	6,543		1,521	1,321	1,121	921	721	519	313	105			
07/01/05	Library (exempt)	Principal	885,000	2024	115,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000			
		Interest	144,049		33,568	29,068	24,668	20,268	15,868	11,413	6,889	2,310			
07/01/05	Recreational Facility	Principal	35,000	2017	35,000										
		Interest	700		700										
04/15/10	Departmental Equipment	Principal	490,000	2020	125,000	125,000	125,000	115,000							
	(For breakdown see next page)	Interest	35,050		13,763	10,638	7,200	3,450							
02/15/15	Departmental Equipment	Principal	1,765,000	2030	230,000	215,000	210,000	190,000	180,000	180,000	150,000	145,000	115,000	35,000	115,000
	(For breakdown see next page)	Interest	254,169		51,519	44,619	38,169	31,869	26,169	20,769	15,369	10,869	6,519	3,069	5,231
	TOTAL ALL DEBT	Principal	4,790,000		955,000	895,000	555,000	525,000	395,000	395,000	335,000	330,000	185,000	105,000	115,000
		Interest	635,930		155,848	122,723	97,335	78,485	60,635	46,528	32,905	20,704	10,982	4,557	5,231
		Total	5,425,930		1,110,848	1,017,723	652,335	603,485	455,635	441,528	367,905	350,704	195,982	109,557	120,231
	Total Exempt Debt	Principal	2,500,000		565,000	555,000	220,000	220,000	215,000	215,000	185,000	185,000	70,000	70,000	0
		Interest	346,011		89,867	67,467	51,967	43,167	34,467	25,759	17,536	9,835	4,463	1,488	0
		Total	2,846,011		654,867	622,467	271,967	263,167	249,467	240,759	202,536	194,835	74,463	71,488	0
	Total Non-exempt Debt	Principal	2,290,000		390,000	340,000	335,000	305,000	180,000	180,000	150,000	145,000	115,000	35,000	115,000
		Interest	289,919		65,982	55,257	45,369	35,319	26,169	20,769	15,369	10,869	6,519	3,069	5,231
		Total	2,579,919		455,982	395,257	380,369	340,319	206,169	200,769	165,369	155,869	121,519	38,069	120,231

School Reimbursement 97 - 08	374,472
School Reimbursement 09 - 15	284,092
School Reimbursement 16 - 18	284,091

Date of Issue	Purpose	Type of Payment	Remaining Debt	Year Retired	2017	2018	2019	2020
04/15/10	FD Tanker	Principal	160,000	2020	40,000	40,000	40,000	40,000
		Interest	11,600		4,500	3,500	2,400	1,200

Debt Schedule
Town of Boxborough

04/15/10	FD Pumper Truck	Principal	200,000	2020	50,000	50,000	50,000	50,000
		Interest	14,500		5,625	4,375	3,000	1,500
04/15/10	Hose Wagon	Principal	30,000	2019	10,000	10,000	10,000	
		Interest	1,700		825	575	300	
04/15/10	DPW Bucket Truck	Principal	48,000	2020	12,000	12,000	12,000	12,000
		Interest	3,480		1,350	1,050	720	360
04/15/10	DPW Dump Truck	Principal	52,000	2020	13,000	13,000	13,000	13,000
		Interest	3,770		1,463	1,138	780	390
04/15/10	Departmental Equipment	Principal	490,000	2020	125,000	125,000	125,000	115,000
	2010 Issuance	Interest	35,050		13,763	10,638	7,200	3,450

Date of Issue	Purpose	Type of Payment	Remaining Debt	Year Retired	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total 2027-2030
05/17/12	DPW Generator	Principal	46,000	2029	4,000	4,000	4,000	4,000	4,000	4,000	4,000	3,000	3,000	3,000	9,000
		Interest	7,699		1,264	1,144	1,024	904	784	664	544	424	334	244	371
05/17/12	DPW Mower	Principal	40,000	2024	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000			
		Interest	5,400		1,200	1,050	900	750	600	450	300	150			
05/17/12	School Roof	Principal	165,000	2030	15,000	15,000	15,000	15,000	15,000	10,000	10,000	10,000	10,000	10,000	40,000
		Interest	28,263		4,488	4,038	3,588	3,138	2,688	2,238	1,938	1,638	1,338	1,038	2,138
05/13/13	Town Hall Windows	Principal	20,000	2020	5,000	5,000	5,000	5,000							
		Interest	1,500		600	450	300	150							
05/13/13	Emergency Vehicle	Principal	30,000	2019	10,000	10,000	10,000								
		Interest	1,800		900	600	300								
05/13/13	Ambulance	Principal	185,000	2022	35,000	30,000	30,000	30,000	30,000	30,000					
		Interest	19,050		5,550	4,500	3,600	2,700	1,800	900					
05/13/13	DPW Mower 2	Principal	85,000	2024	15,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000			
		Interest	10,950		2,550	2,100	1,800	1,500	1,200	900	600	300			
05/13/13	DPW Dumpster	Principal	15,000	2019	5,000	5,000	5,000								
		Interest	900		450	300	150								
05/13/13	Police HVAC	Principal	20,000	2020	5,000	5,000	5,000	5,000							
		Interest	1,500		600	450	300	150							
05/13/13	School Windows	Principal	84,000	2029	6,000	6,000	6,000	6,000	6,000	6,000	6,000	7,000	7,000	7,000	21,000
		Interest	15,164		2,249	2,069	1,889	1,709	1,529	1,349	1,169	989	779	569	866
05/13/13	School Security	Principal	35,000	2023	5,000	5,000	5,000	5,000	5,000	5,000	5,000				
		Interest	4,200		1,050	900	750	600	450	300	150				
05/12/14	Paving	Principal	185,000	2025	25,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000		
		Interest	27,150		5,550	4,800	4,200	3,600	3,000	2,400	1,800	1,200	600		

Debt Schedule
Town of Boxborough

05/12/14	Fire Dept - Air Packs	Principal	210,000	2029	20,000	20,000	20,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	45,000
		Interest	35,194		5,719	5,119	4,519	3,919	3,469	3,019	2,569	2,119	1,669	1,219	1,856
05/12/14	Communications System	Principal	380,000	2030	40,000	40,000	40,000	40,000	40,000	45,000	45,000	45,000	45,000		
		Interest	58,500		11,400	10,200	9,000	7,800	6,600	5,400	4,050	2,700	1,350		
05/12/14	Fire Dept - Brush Truck	Principal	135,000	2025	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000		
		Interest	20,250		4,050	3,600	3,150	2,700	2,250	1,800	1,350	900	450		
05/12/14	DPW - Dump Truck	Principal	130,000	2024	20,000	20,000	15,000	15,000	15,000	15,000	15,000	15,000			
		Interest	16,650		3,900	3,300	2,700	2,250	1,800	1,350	900	450			
02/15/15	Departmental Equipment	Principal	1,765,000	2030	230,000	215,000	210,000	190,000	180,000	180,000	150,000	145,000	115,000	35,000	115,000
	2015 Issuance	Interest	254,169		51,519	44,619	38,169	31,869	26,169	20,769	15,369	10,869	6,519	3,069	5,231

FY2017 Budget Worksheet
830-County Retirement Assmt

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-830-5690-0000	County Retirement Assessment	671,055	629,903		41,152	6.53%	629,903	545,780	545,780
	Other Misc Expenses -History				0			67,042	67,042
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	671,055	629,903		41,152	6.53%	629,903	612,822	612,822
	Total County Retirement Assmt	671,055	629,903		41,152	6.53%	629,903	612,822	612,822

Notes:
Includes Prompt Pay Discount

FY2017 Budget Worksheet
912-Other Insurance

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-912-5172-0000	Workers Comp Ins	9,900	10,000		(100)	-1.00%	10,002	10,000	7,467
001-912-5173-0000	Police & Fire Accident Ins	41,077	31,600		9,477	29.99%	35,109	26,300	30,031
001-912-5174-0000	Unemployment	21,660	21,000		660	3.14%	0	20,370	19,652
	Other Misc Expenses -History				0			3,609	3,609
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	72,637	62,600		10,037	16.03%	45,111	60,279	60,759
	Total Other Insurance	72,637	62,600		10,037	16.03%	45,111	60,279	60,759

Notes:

Workers Comp: FY16 premium ($10,054) plus est. increase of 2.5% less est. prompt pay discount of 4%

Police & Fire Accident Insurance: Claims in the last few years have caused a noticeable increase in premiums, on average, 17% over the last 3 years. FY16 was under budgeted.

Unemployment: Calculated based on one employee at maximum benefit ($722/week up from $698/week) for maximum period of 30 weeks

FY2017 Budget Worksheet
915-Employee Benefits

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-915-5170-HLTH	Employee Benefits - Health Ins	615,000	580,570		34,430	5.93%	508,515	529,000	556,623
001-915-5170-LIFE	Employee Benefits - Life Ins	1,950	1,250		700	56.00%	1,325	1,500	1,402
001-915-5170-LTD-	Employee Benefits - LTD Ins	5,850	5,150		700	13.59%	4,258	5,170	6,062
001-915-5171-MEDC	Employee Benefits - Medicare	55,000	45,780		9,220	20.14%	40,225	47,633	51,912
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	677,800	632,750		45,050	7.12%	554,324	583,303	615,998
	Total Employee Benefits	677,800	632,750		45,050	7.12%	554,324	583,303	615,998

Notes:

Health Ins: Rates set 8.2% increase Tufts/HPHC, 0% increase Fallon; based on current enrollment

Life Ins: Based upon current enrollment in November 2015 (Town pays $3.10 for 10,000 coverage; $1.55 for $5,000 coverage)

LTD Ins: Based upon current enrollment in November 2015 (Premium calculated at .006 of covered employee's salary; town share is 50%)

Medicare: 1.45% of salaries. FY16 was under budgeted. FY17 based on annualized salaries at 10/31/15 with a 2% across the board increase (COLA + steps for some) in FY17

FY2017 Budget Worksheet
945-Liability Insuance

Account Number	Account Name	FY17 Submitted Budget	FY16 Budget		FY17 vs FY16	FY17 vs FY16	FY16 YTD 3/31	FY15 Budget	FY15 Actual
001-945-5741-0000	Liability Ins - Property/Casualty/Prof.	85,756	81,391		4,365	5.36%	71,117	78,640	64,112
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	85,756	81,391		4,365	5.36%	71,117	78,640	64,112
	Total Liability Insurance	85,756	81,391		4,365	5.36%	71,117	78,640	64,112

Notes:

FY16 base premium ($82,547) & premiums on vehicles and equipment placed in service during FY16 ($4,742), & est premium increase of 2.5%, less estimated participation credit ($2,500), less prompt payment discount of 4%, & UST premium, & premiums on potential FY17 purchases (6 months of premiums @ $1,118)

UST coverage added in November 2015 (premium period runs 11/30 - 11/29)

	FY16 base premium			$82,547	
	Placed in service in 2016 BFD brush truck	$679			
	BFD fire truck	1,832			
	DPW chipper	652			
	DPW pick-up truck	702			
	DPW roller	185			
	DPW trailer	692		4,742	
				$87,289	
	Est. premium increase (2.5%)			2,183	
	Less: Participation credit			-2,500	
				$86,972	
	Less est. PP discount (4%)			-3,478	
				$83,494	
	UST premium			1,144	
	Proposed FY17 DPW - loader (est@$200,000)	1,517			
	(calc. 6 months) DPW - F250 pickup (est@$40,000)	718		1,118	
	Total budgeted			**$85,756**	