

**FY2018 Financial Model
Town of Boxborough**

| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 |
|--|-----------------------------|----------------------|-------------------|-----------------|
| <u>Summary of Expenditures</u> | | | | |
| Town Government | \$ 987,132 | \$ 947,699 | \$ 39,433 | 4.16% |
| Protection | \$ 2,631,533 | \$ 2,564,974 | \$ 66,559 | 2.59% |
| Public Works | \$ 1,088,667 | \$ 1,061,949 | \$ 26,718 | 2.52% |
| Health Services | \$ 131,366 | \$ 128,171 | \$ 3,195 | 2.49% |
| Culture & Recreation | \$ 427,495 | \$ 422,222 | \$ 5,273 | 1.25% |
| Subtotal - Town Government | \$ 5,266,193 | \$ 5,125,015 | \$ 141,178 | 2.75% |
| A/B Regional School | \$ 11,593,781 | \$ 11,503,148 | \$ 90,633 | 0.79% |
| Vocational/Technical Schools | \$ 214,096 | \$ 197,492 | \$ 16,604 | 8.41% |
| Subtotal - Education | \$ 11,807,877 | \$ 11,700,640 | \$ 107,237 | 0.92% |
| Debt Service | \$ 1,266,415 | \$ 1,122,858 | \$ 143,557 | 12.78% |
| Employee Benefits | \$ 1,790,246 | \$ 1,507,248 | \$ 295,998 | 19.64% |
| Reserve Fund | \$ 185,000 | \$ 185,000 | \$ - | 0.00% |
| Subtotal - Other | \$ 3,241,661 | \$ 2,815,106 | \$ 439,555 | 15.61% |
| Total Budget | \$ 20,315,731 | \$ 19,640,761 | \$ 687,970 | 3.50% |
| ATM 2018 Warrant Articles Within 2 1/2 | \$ 1,588,180 | | \$ 1,588,180 | |
| ATM 2017 Warrant Articles Within 2 1/2 | | \$ 1,226,357 | \$ (1,226,357) | 32.32% |
| STM 2018 Warrant Articles Within 2 1/2 | \$ - | | \$ - | |
| STM 2017 Warrant Articles Within 2 1/2 | \$ 34,548 | \$ - | \$ 34,548 | |
| ATM 2018 Warrant Articles CPC | \$ 99,700 | | \$ 99,700 | |
| ATM 2017 Warrant Articles CPC | | \$ 204,020 | \$ (204,020) | -51.13% |
| STM 2018 Warrant Articles CPC | \$ - | | \$ - | |
| STM 2017 Warrant Articles CPC | | \$ - | \$ - | |
| One Time Capital Exclusion Articles | \$ - | | \$ - | 0.00% |
| Snow and Ice Deficit | \$ - | \$ - | \$ - | 0.00% |
| Overlay Reserve (known after tax rate setting) | \$ 229,368 | \$ 226,942 | \$ 2,426 | 1.07% |
| Total Budget, Articles, Overlay | \$ 22,267,527 | \$ 21,298,080 | \$ 982,447 | 4.61% |

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Town of Boxborough**

| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 |
|--|-----------------------------|----------------------|---------------------|-----------------|
| Sources of Funds | | | | |
| Estimated State Aid | \$ 257,030 | \$ 262,302 | \$ (5,272) | -2.01% |
| State Aid (Cherry Sheet Assessments) | \$ (72,069) | \$ (71,027) | \$ (1,042) | 1.47% |
| State Aid (Chapter 70) | \$ 14,937 | | \$ 14,937 | |
| State Aid (Construction Reimbursement -school) | \$ 284,091 | \$ 284,091 | \$ - | 0.00% |
| Total Estimated State Aid | \$ 483,989 | \$ 475,366 | \$ 8,623 | 1.81% |
| Estimated Local Receipts | \$ 1,610,000 | \$ 1,325,000 | \$ 285,000 | 21.51% |
| Total State Aid and Local Revenue | \$ 2,093,989 | \$ 1,800,366 | \$ 293,623 | 16.31% |
| Prior Year Levy Limit | \$ 19,172,288 | \$ 18,468,545 | \$ 703,743 | 3.81% |
| Allowed 2 1/2 Growth - Revenue Tax Increase | \$ 479,307 | \$ 461,714 | \$ 17,594 | 3.81% |
| Tax Rate | 16.81 | | 16.36 | |
| New Growth (estimate determined by Town Policy Makers) | 52,669,376 | 14,794,000 | | |
| Current Year Levy Limit | \$ 20,536,968 | \$ 19,172,288 | \$ 1,364,679 | 7.12% |
| One Time Capital Exclusion Articles | \$ - | \$ - | \$ - | 0.00% |
| Exempt Debt Service (Net of State Reimbursement) | \$ 492,209 | \$ 582,075 | \$ (89,866) | -15.44% |
| Maximum Allowable Levy | \$ 21,029,177 | \$ 19,754,363 | \$ 1,274,813 | 6.45% |
| Exclude Allowable 2 1/2 Growth | \$ (479,307) | \$ (461,714) | | |
| Adjusted Maximum Allowable Levy | \$ 20,549,870 | \$ 19,292,650 | | |
| Total Available Funds (Excluding Allowable 2 1/2 Growth) | \$ 22,643,859 | \$ 21,093,016 | \$ 1,550,843 | 7.35% |
| Total Funds Required to meet Total Expenses (w Adjusted Tax Levy) | \$ (376,332) | \$ 205,064 | \$ (581,396) | -283.52% |

**FY2018 Financial Model
Town of Boxborough**

| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 |
|---|-----------------------------|----------------------|-------------------|-----------------|
| For Tax Rate Calculation | | | | |
| Operating Budget | \$ 20,315,731 | \$ 19,640,761 | \$ 674,970 | 3.44% |
| ATM 2018 Warrant Articles Within 2 1/2 | \$ 1,588,180 | | | |
| ATM 2017 Warrant Articles Within 2 1/2 | | \$ 1,226,357 | \$ 361,823 | 29.50% |
| STM 2018 Warrant Articles Within 2 1/2 | \$ - | | | |
| STM 2017 Warrant Articles Within 2 1/2 | \$ 34,548 | \$ - | \$ - | |
| ATM 2018 Warrant Articles CPC | \$ 99,700 | | | |
| ATM 2017 Warrant Articles CPC | | \$ 204,020 | \$ (104,320) | -51.13% |
| STM 2018 Warrant Articles CPC | \$ - | | | |
| STM 2017 Warrant Articles CPC | | \$ - | \$ - | |
| Overlay Reserve - raised on tax recap | \$ 229,368 | \$ 226,942 | \$ 2,426 | 1.07% |
| Less: Funding Sources | | | | |
| Available Funds - Free Cash (to reduce tax rate) | \$ (253,100) | \$ (350,000) | \$ 96,900 | -27.69% |
| Available Funds - Free Cash (Warrant Articles) | \$ (469,940) | \$ (231,640) | \$ (238,300) | 102.88% |
| Available Funds - Free Cash (Warrant Articles-STM) | \$ (34,548) | | | |
| Available Funds - Cable Funds (RRA) | \$ (96,000) | \$ (117,500) | \$ 21,500 | -18.30% |
| Available Funds - Stabilization | | \$ (62,500) | \$ 62,500 | -100.00% |
| Available Funds - CPA Funds | \$ (99,700) | \$ (204,020) | \$ 104,320 | -51.13% |
| Available Funds - Transfer Unexpended Prior Year Articles | | \$ - | \$ - | |
| Available Funds - Unexpended Bond Proceeds | | \$ (3,217) | \$ 3,217 | -100.00% |
| Available Funds - Refunding Bond Proceeds | \$ (17,000) | | \$ (17,000) | |
| To be Borrowed | \$ (1,010,000) | \$ (811,500) | \$ (198,500) | 24.46% |
| State Aid (Cherry Sheets - Assessments) | \$ (199,898) | \$ (191,275) | \$ (8,623) | 4.51% |
| State Aid (Construction Reimbursement - School) | \$ (284,091) | \$ (284,091) | \$ - | 0.00% |
| Local Receipts | \$ (1,610,000) | \$ (1,325,000) | \$ (285,000) | 21.51% |
| (Estimated) Amount to be Raised by Tax Levy | \$ 18,193,250 | \$ 17,717,337 | \$ 475,913 | 2.69% |
| Total Valuation (Assessor sets tax rate) | \$ 1,106,645,400 | \$ 1,053,976,024 | \$ 52,669,376 | 5.00% |
| Estimated tax rate | \$ 16.44 | \$ 16.81 | \$ (0.37) | -2.20% |
| Average Single Family Assessment FY16 Valuation | \$ 576,600 | \$ 563,020 | | |
| Average Single Family Tax Bill at Proposed Rate | \$ 9,479 | \$ 9,464 | \$ 15.30 | |

**FY2018 Budget Summary
Town of Boxborough**

| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-------------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 114 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 114 Total Other | 50 | 50 | 0 | 0.0% | 50 | 50 | 50 |
| 114 Total Moderator | 50 | 50 | 0 | 0.0% | 50 | 50 | 50 |
| 119 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 119 Total Other | 150 | 145 | 5 | 3.4% | 109 | 175 | 72 |
| 119 Total Town Constable | 150 | 145 | 5 | 3.4% | 109 | 175 | 72 |
| 122 Total Salary | 2,000 | 2,000 | 0 | 0.0% | 2,000 | 2,000 | 2,000 |
| 122 Total Other | 3,265 | 2,818 | 447 | 15.9% | 2,760 | 2,119 | 3,574 |
| 122 Total Selectmen | 5,265 | 4,818 | 447 | 9.3% | 4,760 | 4,119 | 5,574 |
| 123 Total Salary | 117,600 | 113,100 | 4,500 | 4.0% | 112,220 | 108,750 | 108,750 |
| 123 Total Other | 2,700 | 2,700 | 0 | 0.0% | 2,688 | 2,875 | 2,787 |
| 123 Total Town Administrator | 120,300 | 115,800 | 4,500 | 3.9% | 114,907 | 111,625 | 111,537 |
| 131 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 131 Total Other | 400 | 480 | (80) | -16.7% | 282 | 480 | 341 |
| 131 Total Town Finance Comm | 400 | 480 | (80) | -16.7% | 282 | 480 | 341 |
| 135 Total Salary | 72,777 | 69,609 | 3,168 | 4.6% | 69,060 | 66,908 | 66,907 |
| 135 Total Other | 37,180 | 36,390 | 790 | 2.2% | 35,774 | 36,708 | 35,685 |
| 135 Total Accountant | 109,957 | 105,999 | 3,958 | 3.7% | 104,834 | 103,616 | 102,593 |
| 141 Total Salary | 73,777 | 70,609 | 3,168 | 4.5% | 70,060 | 67,908 | 67,907 |
| 141 Total Other | 13,475 | 14,990 | (1,515) | -10.1% | 21,083 | 17,964 | 19,877 |
| 141 Total Assessor | 87,252 | 85,599 | 1,653 | 1.9% | 91,143 | 85,872 | 87,784 |
| 145 Total Salary | 75,596 | 72,350 | 3,246 | 4.5% | 71,800 | 67,908 | 69,580 |
| 145 Total Other | 19,140 | 16,745 | 2,395 | 14.3% | 14,843 | 8,350 | 16,208 |
| 145 Total Treasurer/Collector | 94,736 | 89,095 | 5,641 | 6.3% | 86,643 | 76,258 | 85,789 |

**FY2018 Budget Summary
Town of Boxborough**

| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-----------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 151 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 151 Total Other | 67,600 | 48,500 | 19,100 | 39.4% | 48,018 | 53,500 | 46,577 |
| 151 Total Legal | 67,600 | 48,500 | 19,100 | 39.4% | 48,018 | 53,500 | 46,577 |
| 152 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 152 Total Other | 320 | 320 | 0 | 0.0% | 260 | 320 | 200 |
| 152 Total Personnel Board | 320 | 320 | 0 | 0.0% | 260 | 320 | 200 |
| 156 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 156 Total Other | 129,070 | 123,312 | 5,758 | 4.7% | 108,399 | 95,319 | 82,643 |
| 156 Total Technology | 129,070 | 123,312 | 5,758 | 4.7% | 108,399 | 95,319 | 82,643 |
| 161 Total Salary | 48,760 | 47,823 | 937 | 2.0% | 47,462 | 46,006 | 46,005 |
| 161 Total Other | 2,725 | 2,043 | 682 | 33.4% | 2,043 | 2,120 | 1,988 |
| 161 Total Town Clerk | 51,485 | 49,866 | 1,619 | 3.2% | 49,505 | 48,126 | 47,994 |
| 162 Total Salary | 3,658 | 6,400 | (2,742) | -42.8% | 5,527 | 4,028 | 3,988 |
| 162 Total Other | 6,990 | 6,312 | 678 | 10.7% | 6,312 | 5,632 | 5,256 |
| 162 Total Elect. & Registr. | 10,648 | 12,712 | (2,064) | -16.2% | 11,839 | 9,660 | 9,244 |
| 171 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 171 Total Other | 2,150 | 2,150 | 0 | 0.0% | 1,043 | 2,150 | 1,683 |
| 171 Total Conservation Comm | 2,150 | 2,150 | 0 | 0.0% | 1,043 | 2,150 | 1,683 |
| 175 Total Salary | 73,322 | 70,154 | 3,168 | 4.5% | 69,605 | 67,453 | 67,452 |
| 175 Total Other | 3,880 | 6,445 | (2,565) | -39.8% | 3,867 | 7,330 | 6,929 |
| 175 Total Planning Board | 77,202 | 76,599 | 603 | 0.8% | 73,472 | 74,783 | 74,381 |
| 176 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 176 Total Other | 210 | 210 | 0 | 0.0% | 90 | 210 | 20 |
| 176 Total ZBA | 210 | 210 | 0 | 0.0% | 90 | 210 | 20 |

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| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 179 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 179 Total Other | 1,300 | 200 | 1,100 | 550.0% | 100 | 100 | 51 |
| 179 Total Ag Comm | 1,300 | 200 | 1,100 | 550.0% | 100 | 100 | 51 |
| 192 Total Salary | 180,627 | 174,444 | 6,183 | 3.5% | 171,541 | 172,420 | 162,148 |
| 192 Total Other | 47,910 | 45,160 | 2,750 | 6.1% | 56,530 | 43,723 | 101,999 |
| 192 Total Town Hall | 228,537 | 219,604 | 8,933 | 4.1% | 228,071 | 216,143 | 264,147 |
| 196 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 196 Total Other | 0 | 11,940 | (11,940) | -100.0% | 11,940 | 11,700 | 11,700 |
| 196 Total Facilities Leases | 0 | 11,940 | (11,940) | -100.0% | 11,940 | 11,700 | 11,700 |
| 199 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 199 Total Other | 500 | 300 | 200 | 66.7% | 45 | 150 | 315 |
| 199 Total Energy Comm | 500 | 300 | 200 | 66.7% | 45 | 150 | 315 |
| Total Salaries - Town Government | 648,117 | 626,489 | 21,628 | 3.5% | 619,274 | 671,057 | 594,739 |
| Total Other - Town Government | 339,015 | 321,210 | 17,805 | 5.5% | 316,235 | 302,356 | 337,955 |
| Total Town Government | 987,132 | 947,699 | 39,433 | 4.2% | 935,509 | 973,413 | 932,694 |
| | 987,132 | 947,699 | 39,433 | 4.2% | 935,509 | 973,413 | 932,694 |

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Town of Boxborough**

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|------------------------------------|-----------------------------|------------------|-----------------|-----------------|------------------|------------------|------------------|
| 210 Total Salary | 1,083,447 | 1,063,333 | 20,114 | 1.9% | 1,069,941 | 1,053,802 | 1,129,733 |
| 210 Total Other | 153,975 | 144,740 | 9,235 | 6.4% | 152,025 | 104,140 | 105,777 |
| 210 Total Police | 1,237,422 | 1,208,073 | 29,349 | 2.4% | 1,221,966 | 1,157,942 | 1,235,510 |
| 215 Total Salary | 295,608 | 285,936 | 9,672 | 3.4% | 304,142 | 279,984 | 279,792 |
| 215 Total Other | 35,405 | 36,395 | (990) | -2.7% | 34,689 | 36,420 | 35,871 |
| 215 Total Dispatch | 331,013 | 322,331 | 8,682 | 2.7% | 338,831 | 316,404 | 315,664 |
| 220 Total Salary | 838,429 | 819,259 | 19,170 | 2.3% | 735,042 | 804,221 | 709,923 |
| 220 Total Other | 109,400 | 109,480 | (80) | -0.1% | 91,909 | 107,980 | 92,680 |
| 220 Total Fire | 947,829 | 928,739 | 19,090 | 2.1% | 826,951 | 912,201 | 802,603 |
| 241 Total Salary | 72,777 | 72,211 | 566 | 0.8% | 69,060 | 69,863 | 64,445 |
| 241 Total Other | 21,585 | 11,215 | 10,370 | 92.5% | 5,364 | 9,775 | 3,062 |
| 241 Total Building Insp | 94,362 | 83,426 | 10,936 | 13.1% | 74,424 | 79,638 | 67,507 |
| 291 Total Salary | 1,660 | 2,787 | (1,127) | -40.4% | 1,139 | 2,746 | 1,363 |
| 291 Total Other | 550 | 545 | 5 | 0.9% | 401 | 450 | 468 |
| 291 Total ACO | 2,210 | 3,332 | (1,122) | -33.7% | 1,540 | 3,196 | 1,831 |
| 292 Total Salary | 14,997 | 14,158 | 839 | 5.9% | 13,221 | 11,507 | 11,507 |
| 292 Total Other | 3,635 | 4,850 | (1,215) | -25.1% | 1,416 | 2,850 | 4,665 |
| 292 Total ACO Dog & Cat | 18,632 | 19,008 | (376) | -2.0% | 14,637 | 14,357 | 16,172 |
| 299 Total Salary | 45 | 45 | 0 | 0.0% | 45 | 45 | 45 |
| 299 Total Other | 20 | 20 | 0 | 0.0% | 0 | 25 | 2 |
| 299 Total Field Driver | 65 | 65 | 0 | 0.0% | 45 | 70 | 47 |
| Total Salaries - Protection | 2,306,963 | 2,257,729 | 49,234 | 2.2% | 2,192,589 | 2,222,168 | 2,196,807 |
| Total Other - Protection | 324,570 | 307,245 | 17,325 | 5.6% | 285,803 | 261,640 | 242,526 |
| Total Protection | 2,631,533 | 2,564,974 | 66,559 | 2.6% | 2,478,393 | 2,483,808 | 2,439,333 |

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Town of Boxborough**

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|----------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 310 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 310 Total Other | 165,232 | 197,492 | (32,260) | -16.3% | 197,492 | 165,340 | 165,340 |
| 310 Total Minuteman | 165,232 | 197,492 | (32,260) | -16.3% | 197,492 | 165,340 | 165,340 |
| 311 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 311 Total Other | 48,864 | 0 | 48,864 | 4886400.0% | 0 | 0 | 0 |
| 311 Total Assabet | 48,864 | 0 | 48,864 | 4886400.0% | 0 | 0 | 0 |
| 312 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 312 Total Other | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 312 Total Nashoba | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 320 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 320 Total Other | 11,593,781 | 11,503,148 | 90,633 | 0.8% | 11,503,148 | 11,120,240 | 11,120,240 |
| 320 Total ABRSD | 11,593,781 | 11,503,148 | 90,633 | 0.8% | 11,503,148 | 11,120,240 | 11,120,240 |
| Total Salaries - Education | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| Total Other - Education | 11,807,877 | 11,700,640 | 107,237 | 0.9% | 11,700,640 | 11,285,580 | 11,285,580 |
| Total Education | 11,807,877 | 11,700,640 | 107,237 | 0.9% | 11,700,640 | 11,285,580 | 11,285,580 |

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|-------------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 422 Total Salary | 548,823 | 537,008 | 11,815 | 2.2% | 506,522 | 521,287 | 505,925 |
| 422 Total Other | 111,070 | 94,150 | 16,920 | 18.0% | 134,824 | 89,500 | 90,092 |
| 422 Total DPW | 659,893 | 631,158 | 28,735 | 4.6% | 641,345 | 610,787 | 596,016 |
| 423 Total Salary | 64,337 | 62,881 | 1,456 | 2.3% | 60,051 | 60,739 | 38,258 |
| 423 Total Other | 128,800 | 105,875 | 22,925 | 21.7% | 160,875 | 106,610 | 114,854 |
| 423 Total Snow & Ice | 193,137 | 168,756 | 24,381 | 14.4% | 220,926 | 167,349 | 153,113 |
| 424 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 424 Total Other | 5,000 | 5,500 | (500) | -9.1% | 4,784 | 3,000 | 4,375 |
| 424 Total Street Lighting | 5,000 | 5,500 | (500) | -9.1% | 4,784 | 3,000 | 4,375 |
| 425 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 425 Total Other | 23,500 | 27,800 | (4,300) | -15.5% | 43,662 | 22,400 | 19,868 |
| 425 Total Hager Well | 23,500 | 27,800 | (4,300) | -15.5% | 43,662 | 22,400 | 19,868 |
| 429 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 429 Total Other | 76,175 | 75,300 | 875 | 1.2% | 73,727 | 72,075 | 63,992 |
| 429 Total Fuel | 76,175 | 75,300 | 875 | 1.2% | 73,727 | 72,075 | 63,992 |
| 431 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 431 Total Other | 0 | 10,000 | (10,000) | -100.0% | 5,470 | 0 | 0 |
| 431 Total Hazardous Waste | 0 | 10,000 | (10,000) | -100.0% | 5,470 | 0 | 0 |
| 433 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 433 Total Other | 124,800 | 133,350 | (8,550) | -6.4% | 113,154 | 130,100 | 111,972 |
| 433 Total Transfer Station | 124,800 | 133,350 | (8,550) | -6.4% | 113,154 | 130,100 | 111,972 |
| 491 Total Salary | 5,162 | 9,085 | (3,923) | -43.2% | 2,967 | 8,953 | 4,237 |
| 491 Total Other | 1,000 | 1,000 | 0 | 0.0% | 664 | 1,000 | 12,643 |
| 491 Total Cemetery | 6,162 | 10,085 | (3,923) | -38.9% | 3,631 | 9,953 | 16,880 |
| Total Salaries - Public Works | 618,322 | 608,974 | 9,348 | 1.5% | 569,539 | 590,979 | 548,421 |
| Total Other - Public Works | 470,345 | 452,975 | 17,370 | 3.8% | 537,159 | 424,685 | 417,795 |
| Total Public Works | 1,088,667 | 1,061,949 | 26,718 | 2.5% | 1,106,698 | 1,015,664 | 966,216 |
| | 1,088,667 | 1,061,949 | 26,718 | 2.5% | 1,106,698 | 1,015,664 | 966,216 |

**FY2018 Budget Summary
Town of Boxborough**

| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|----------------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 505 Total Salary | 1,008 | 1,003 | 5 | 0.5% | 988 | 988 | 988 |
| 505 Total Other | 200 | 216 | (16) | -7.4% | 6 | 98 | 155 |
| 505 Total Animal Inspector | 1,208 | 1,219 | (11) | -0.9% | 994 | 1,086 | 1,142 |
| 511 Total Salary | 501 | 501 | 0 | 0.0% | 500 | 500 | 500 |
| 511 Total Other | 41,605 | 40,467 | 1,138 | 2.8% | 38,306 | 39,290 | 39,028 |
| 511 Total BoH | 42,106 | 40,968 | 1,138 | 2.8% | 38,806 | 39,790 | 39,528 |
| 529 Total Salary | 26,560 | 25,302 | 1,258 | 5.0% | 23,188 | 24,320 | 21,374 |
| 529 Total Other | 775 | 545 | 230 | 42.2% | 420 | 680 | 199 |
| 529 Total Community Services | 27,335 | 25,847 | 1,488 | 5.8% | 23,607 | 25,000 | 21,573 |
| 541 Total Salary | 51,052 | 50,034 | 1,018 | 2.0% | 46,682 | 47,908 | 45,474 |
| 541 Total Other | 5,675 | 5,675 | 0 | 0.0% | 5,635 | 5,100 | 5,099 |
| 541 Total COA | 56,727 | 55,709 | 1,018 | 1.8% | 52,318 | 53,008 | 50,573 |
| 543 Total Salary | 3,000 | 4,068 | (1,068) | -26.3% | 2,553 | 4,008 | 2,725 |
| 543 Total Other | 990 | 360 | 630 | 175.0% | 202 | 355 | 345 |
| 543 Total Veterans | 3,990 | 4,428 | (438) | -9.9% | 2,755 | 4,363 | 3,071 |
| Total Salaries - Health Services | 82,121 | 80,908 | 1,213 | 1.5% | 73,910 | 77,724 | 71,062 |
| Total Other - Health Services | 49,245 | 47,263 | 1,982 | 4.2% | 44,569 | 45,523 | 44,827 |
| Total Health Services | 131,366 | 128,171 | 3,195 | 2.5% | 118,479 | 123,247 | 115,888 |
| | 131,366 | 128,171 | 3,195 | 2.5% | 118,479 | 123,247 | 115,888 |

**FY2018 Budget Summary
Town of Boxborough**

| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--------------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 610 Total Salary | 245,661 | 243,191 | 2,470 | 1.0% | 230,113 | 234,065 | 233,444 |
| 610 Total Other | 139,650 | 134,700 | 4,950 | 3.7% | 137,457 | 129,329 | 129,328 |
| 610 Total Library | 385,311 | 377,891 | 7,420 | 2.0% | 367,569 | 363,394 | 362,772 |
| 630 Total Salary | 26,204 | 25,481 | 723 | 2.8% | 25,820 | 26,722 | 26,065 |
| 630 Total Other | 8,030 | 10,840 | (2,810) | -25.9% | 10,836 | 9,800 | 11,729 |
| 630 Total Rec Comm | 34,234 | 36,321 | (2,087) | -5.7% | 36,655 | 36,522 | 37,794 |
| 670 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 670 Total Other | 1,800 | 1,500 | 300 | 20.0% | 760 | 1,500 | 19,096 |
| 670 Total Steele Farm | 1,800 | 1,500 | 300 | 20.0% | 760 | 1,500 | 19,096 |
| 691 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 691 Total Other | 3,550 | 4,045 | (495) | -12.2% | 2,931 | 4,045 | 5,199 |
| 691 Total Hist Comm | 3,550 | 4,045 | (495) | -12.2% | 2,931 | 4,045 | 5,199 |
| 692 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 692 Total Other | 1,200 | 965 | 235 | 24.4% | 945 | 965 | 856 |
| 692 Total Public Celebr | 1,200 | 965 | 235 | 24.4% | 945 | 965 | 856 |
| 699 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 699 Total Other | 1,400 | 1,500 | (100) | -6.7% | 1,248 | 1,500 | 1,301 |
| 699 Total AB Cultural Council | 1,400 | 1,500 | (100) | -6.7% | 1,248 | 1,500 | 1,301 |
| Total Salaries - Culture & Rec | 271,865 | 268,672 | 3,193 | 1.2% | 255,932 | 260,787 | 259,510 |
| Total Other - Culture & Rec | 155,630 | 153,550 | 2,080 | 1.4% | 154,176 | 147,139 | 167,510 |
| Total Culture & Rec | 427,495 | 422,222 | 5,273 | 1.2% | 410,109 | 407,926 | 427,020 |
| | 427,495 | 422,222 | 5,273 | 1.2% | 410,109 | 407,926 | 427,020 |

**FY2018 Budget Summary
Town of Boxborough**

| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-----------------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 710 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 710 Total Other | 1,112,000 | 955,000 | 157,000 | 16.4% | 955,000 | 985,000 | 985,000 |
| 710 Total Retirement of LT Debt | 1,112,000 | 955,000 | 157,000 | 16.4% | 955,000 | 985,000 | 985,000 |
| 751 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 751 Total Other | 154,415 | 167,858 | (13,443) | -8.0% | 212,515 | 188,438 | 188,438 |
| 751 Total Debt Interest | 154,415 | 167,858 | (13,443) | -8.0% | 212,515 | 188,438 | 188,438 |
| 830 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 830 Total Other | 791,841 | 671,055 | 120,786 | 18.0% | 671,055 | 629,903 | 629,903 |
| 830 Total County Retirement Assmt | 791,841 | 671,055 | 120,786 | 18.0% | 671,055 | 629,903 | 629,903 |
| 912 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 912 Total Other | 73,285 | 72,637 | 648 | 0.9% | 80,243 | 62,600 | 45,111 |
| 912 Total Other Insurance | 73,285 | 72,637 | 648 | 0.9% | 80,243 | 62,600 | 45,111 |
| 915 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 915 Total Other | 834,800 | 677,800 | 170,000 | 25.1% | 707,187 | 632,750 | 671,986 |
| 915 Total Employee Benefits | 834,800 | 677,800 | 170,000 | 25.1% | 707,187 | 632,750 | 671,986 |
| 945 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 945 Total Other | 90,320 | 85,756 | 4,564 | 5.3% | 82,909 | 81,391 | 71,202 |
| 945 Total Liability Insurance | 90,320 | 85,756 | 4,564 | 5.3% | 82,909 | 81,391 | 71,202 |
| Total Salaries - Administration | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| Total Other - Administration | 3,056,661 | 2,630,106 | 439,555 | 16.7% | 2,708,909 | 2,580,082 | 2,591,640 |
| Total Administration | 3,056,661 | 2,630,106 | 439,555 | 16.7% | 2,708,909 | 2,580,082 | 2,591,640 |
| 132 Total Salary | 0 | 0 | 0 | 0.0% | 0 | 0 | 0 |
| 132 Total Other | 185,000 | 185,000 | 0 | 0.0% | 168,294 | 185,000 | 225,749 |
| 132 Total Reserve Fund | 185,000 | 185,000 | 0 | 0.0% | 168,294 | 185,000 | 225,749 |

**FY2018 Budget Summary
Town of Boxborough**

| | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual | |
|----------------------------------|-----------------------------|-------------------|-----------------|-----------------|-------------------|-------------------|-------------------|----------------------------|
| Total Salaries - Town Government | 648,117 | 626,489 | 21,628 | 3.5% | 619,274 | 671,057 | 594,739 | |
| Total Salaries - Protection | 2,306,963 | 2,257,729 | 49,234 | 2.2% | 2,192,589 | 2,222,168 | 2,196,807 | |
| Total Salaries - Public Works | 618,322 | 608,974 | 9,348 | 1.5% | 569,539 | 590,979 | 548,421 | |
| Total Salaries - Health Services | 82,121 | 80,908 | 1,213 | 1.5% | 73,910 | 77,724 | 71,062 | |
| Total Salaries - Culture & Rec | 271,865 | 268,672 | 3,193 | 1.2% | 255,932 | 260,787 | 259,510 | |
| Total Salaries | 3,927,388 | 3,842,772 | 84,616 | 2.2% | 3,711,245 | 3,822,715 | 3,670,538 | |
| Total Other - Town Government | 339,015 | 321,210 | 17,805 | 5.5% | 316,235 | 302,356 | 337,955 | |
| Total Other - Protection | 324,570 | 307,245 | 17,325 | 5.6% | 285,803 | 261,640 | 242,526 | |
| Total Other - Public Works | 470,345 | 452,975 | 17,370 | 3.8% | 537,159 | 424,685 | 417,795 | |
| Total Other - Health Services | 49,245 | 47,263 | 1,982 | 4.2% | 44,569 | 45,523 | 44,827 | |
| Total Other - Culture & Rec | 155,630 | 153,550 | 2,080 | 1.4% | 154,176 | 147,139 | 167,510 | |
| Total Town Other | 1,338,805 | 1,282,243 | 56,562 | 4.4% | 1,337,942 | 1,181,343 | 1,210,613 | |
| Total Town Government | 987,132 | 947,699 | 39,433 | 4.2% | 935,509 | 973,413 | 932,694 | |
| Total Protection | 2,631,533 | 2,564,974 | 66,559 | 2.6% | 2,478,393 | 2,483,808 | 2,439,333 | |
| Total Public Works | 1,088,667 | 1,061,949 | 26,718 | 2.5% | 1,106,698 | 1,015,664 | 966,216 | |
| Total Health Services | 131,366 | 128,171 | 3,195 | 2.5% | 118,479 | 123,247 | 115,888 | |
| Total Culture & Rec | 427,495 | 422,222 | 5,273 | 1.2% | 410,109 | 407,926 | 427,020 | |
| Total Town Expenses | 5,266,193 | 5,125,015 | 141,178 | 2.8% | 5,049,188 | 5,004,058 | 4,881,151 | |
| Total Other - Education | 11,807,877 | 11,700,640 | 107,237 | 0.9% | 11,700,640 | 11,285,580 | 11,285,580 | |
| Total Other - Administration | 3,056,661 | 2,630,106 | 439,555 | 16.7% | 2,708,909 | 2,580,082 | 2,591,640 | Reserve Fund Total |
| Total Reserve Fund | 185,000 | 185,000 | 0 | 0.0% | 168,294 | 185,000 | 225,749 | Shown for History |
| Total Other Costs | 15,049,538 | 14,515,746 | 546,792 | 3.8% | 14,577,843 | 14,050,662 | 14,102,969 | Purposes Only. Not |
| | | | | | | | | calculated in totals below |
| Total Expenses | 20,315,731 | 19,640,761 | 687,970 | 3.5% | 19,458,737 | 19,054,720 | 18,758,371 | |
| | | | | | 45,777 | | 32,472 | Encumbered |

**FY2017 Proposed Articles
Town of Boxborough**

| Article Count | Dept | Description | Amount | Funding Source |
|---------------------------------------|----------|--|---------------|--|
| <u>Annual Town Meeting</u> | | | | |
| 1 | | Choose Town Officers | | |
| 2 | | Receive Reports | | |
| 3 | | Set Salaries and Compensation of Elected Officers | | |
| 4 | | Amend FY18 Personnel Plan & Classification and Compensation Schedule | | |
| 5 | | Town Operating Budget | 20,315,731 | 17K toward Debt; 16K ACO Veh&Hlth; 10K Hager |
| CPA | | | | |
| 8 | Reserves | Open Space Reserve 10% (increases balance to 75.2K) | 21,000 | CPA (FY18) |
| | | Housing Reserve 10% (increases balance to 42,955) | 21,000 | CPA (FY18) |
| | | Historic Reserve 10% (increases balance to 21K) | 21,000 | CPA (FY18) |
| | | FY18 Budget Reserve | 112,000 | CPA (FY18) |
| 8 | | Administrative and operating expenses 5% | 5,000 | CPA (FY18) |
| 9 | 171 | Transfer to Conservation Trust for Future Purchase | 5,000 | CPA (Open Sp) |
| 10A | 177 | Boxborough Rental Assistance Program | 37,650 | CPA (Housing) |
| 10B | 177 | Transfer to Housing Trust for Regional Housing Services | 3,025 | CPA (Housing) |
| 11A | 161 | Town Clerk Records Preservation Phase 3 | 10,000 | CPA (Historic) |
| 11B | 491 | North Cemetery Restoration | 9,025 | CPA (Historic) |
| 12 | 670 | Steele Farm Farmhouse Preservation | 30,000 | CPA (Avail Funds) |
| | Total | | <u>99,700</u> | Appropriations Total |
| Sense of the Meeting | | | | |
| 6 | | Move Town Meeting to April | | |
| 7 | | Welcoming Town | | |
| General Bylaw Amendments & New Bylaws | | | | |
| 45 | 135 | General Bylaw - Revolving Funds | | |
| Special Legislation | | | | |
| | | Establish Special Rev Fund for receipts and expenses for Hager Well | | |

**FY2017 Proposed Articles
Town of Boxborough**

| Article Count | Dept | Description | Amount | Funding Source |
|---|----------|--|------------------|-------------------|
| Land Issues | | | | |
| | | Municipal Facility Land Purchase | _____ | TBD |
| 37 | | Release of existing easement & acceptance of easement | | |
| 43 | | Transfer custody & control "Cobleigh" land | | |
| | | Road Acceptance Emanuel Drive Extension cul-de-sac | | |
| Financial (Non Capital) | | | | |
| | 950 | Transfer to Stabilization Fund | _____ | TBD |
| 13 | 950 | Transfer to OPEB Trust Fund | 62,500 | Free Cash |
| 14 | Multi | Close Completed Articles to General Fund | | |
| 45 | Multi | Departmental Revolving Funds Expense Limits | | |
| 15 | 196 | Rental Community Center | 12,240 | R&A -Budget |
| 16 | 122 | Cable Infrastructure Appropriation | 96,000 | Cable Fund |
| 17 | 135 | Prior Year Bill | 40 | Free Cash |
| | 135 | Certification Stipend | _____ | 1,000 |
| 36 | 175 | MS4 Stormwater Permit Consultant | 50,000 | Free Cash |
| | 210 | Police Supplemental Budget | ??? | |
| | 215 | Dispatch Supplemental Budget | ??? | |
| | | Municipal Facility Architecture/Site Plans | _____ | TBD |
| 19 | 422 | Snow & Ice Deficit | 55,000 | Free Cash |
| 44 | 422 | Chapter 90 Highway Reimbursement Program | - | |
| 18 | 541 | Veteran's Memorial Design Study | 10,000 | Free Cash |
| Capital Equipment & Infrastructure | | | | |
| 29A | 156 | Technology: Hardware/Software upgrades [7 desktops (\$9275), 1 server (\$17040), 2 UPSs (\$2520) and 2 1 switches (\$9700 4850)] | 31,400 | Free Cash |
| 20A | 162 | Voting Booths | 8,000 | Free Cash |
| | 192 | Town Hall: Front Walkway & Signage | _____ | 54,800 |
| 26 | 192 | Town Hall: Exterior Paint touchup | 10,000 | Free Cash |
| 20B | 192 | Town Hall: Replace water heater | 7,000 | Free Cash |
| | 192 | Town Hall: Grange Meeting Room supplemental funding | _____ | TBD |
| | 210/220/ | | | |
| 21 | 422/610 | Town-wide: Wireless access points (Police, Fire (2), DPW, Library) | 5,600 | Free Cash |

**FY2017 Proposed Articles
Town of Boxborough**

| Article Count | Dept | Description | Amount | Funding Source |
|---------------|----------------------|---|------------------|----------------|
| | 192/210/ 220/610/ | | | |
| 29B | 691 | Town Facilities: Access Control System | 60,000 | Free Cash |
| 22A-E | 210 | Police: Carpeting 10.5K, interior lighting 15K, interior paint 10K, duct cleaning 6K, server room HVAC 8K | 49,500 | Free Cash |
| 23A-B | 210 | Police: Office furniture 5K, Copier Lease vs-Purchase 8.5K 7K, Motorcycle-Program 3500 | 13,500 | Free Cash |
| 30A-B | 210 | Police: Repave Parking Lot 75K & Landscaping 10K | 85,000 | Borrowing |
| 31 | 220 | Fire: Repave Parking Lot | 90,000 | Borrowing |
| 24 | 220 | Fire: 1 Laptop (second grant funded) | 6,000 | Free Cash |
| 32A | 220 | Fire: Mobile & Portable Radios | 26,000 | Free Cash |
| 32B | 220 | Public Safety Radio Upgrade Continuation | 100,000 | Borrowing |
| | 241 | Building Dept: Permitting Software | | 23,000 |
| 34 | 422 | DPW: Road Paving | 300,000 | Borrowing |
| 33B | 422 | DPW: Dump Truck | 210,000 | Borrowing |
| 33C | 422 | DPW: Pickup Truck | 60,000 | Borrowing |
| | 422 | DPW: Office Doors & Windows & Furniture | | 10,000 |
| 33D | 422 | DPW: Refurbish Loader | 20,000 | Borrowing |
| 35 | 422 | DPW: Garage Roof | 50,000 | Free Cash |
| 33A | 422 | DPW: Radios | 50,000 | Borrowing |
| 25 | 433 | DPW: Dumpster (Metal & Wood) | 10,400 | Free Cash |
| 27 | 491 | South Cemetery: Stone Wall (East Boundary) | 15,000 | Free Cash |
| 28 | 610 | Library: Carpeting | 95,000 | Borrowing |
| | Total | | <u>1,588,180</u> | |

Zoning Bylaw Amendments

| | | |
|----|-----|---|
| 38 | 175 | Zoning Bylaw Amendments - Section 9004 Penalty (implement tiered fining system) |
| 39 | 175 | Zoning Bylaw Amendments - New "Building Trade" category, definition and parking |
| 40 | 175 | Zoning Bylaw Amendments - Amend use tables for landscape service/contractors |
| 41 | 175 | Zoning Bylaw Amendments - establish moratorium on retail sale of marijuana |
| 42 | 175 | Zoning Bylaw Amendments - accessory signage on buildings |

**FY2017 Proposed Articles
Town of Boxborough**

| Article Count | Dept | Description | Amount | Funding Source | |
|-----------------|------|------------------------------|-----------------|---------------------|------------------|
| Available Funds | | | Current Balance | Used | New Balance |
| | | Free Cash | 1,695,655.00 | 469,939.78 | 972,615.22 |
| | | Stabilization | | 253,100.00 | |
| | | | 1,300,337.89 | | 1,300,337.89 |
| | | Borrowing | | 1,010,000.00 | |
| | | Cable Fund | 375,000.00 | 96,000.00 | 279,000.00 |
| | | Warrant Article Surplus | 15,654.10 | | 15,654.10 |
| | | Raise & Appropriate | | 12,240.00 | (12,240.00) |
| | | CPA - Estimated FY18 | 230,532.50 | 5,000.00 | 10,532.50 |
| | | Reserve Open/Rec | 74,500.00 | 5,000.00 | 69,500.00 |
| | | Reserve Housing | 68,535.00 | 40,675.00 | 27,860.00 |
| | | Reserve Historical | 21,000.00 | 19,025.00 | 1,975.00 |
| | | Prior Year Reserve/Certified | 106,530.00 | 30,000.00 | 76,530.00 |
| | | | | <u>1,733,039.78</u> | FC, Stab, Borrow |
| | | | | 108,240.00 | Other Sources |
| | | | | <u>99,700.00</u> | CPA |
| | | | | <u>1,940,979.78</u> | |

**FY2018 Available Funds
Town of Boxborough**

| | | Amount | Original Source | | |
|----------------------|--------------|--|-----------------|--|-------------------|
| Unexpended Articles: | ATM14, Art21 | Expanded Veterans Svc | 2,026.48 | Free Cash | |
| | ATM14, Art32 | Community Svc Coord | 11,344.68 | Free Cash | |
| | ATM16, Art12 | Soil Testing 405 Middle | 1,899.95 | Free Cash | |
| | ATM16, Art13 | Borrowing Funds | 298.14 | Free Cash | |
| | | 15,569.25 | | | |
| | ATM13, Art15 | Terrain Mower | 4.29 | Borrowed | 9yr |
| | ATM16, Art16 | Library A/V | 80.56 | Borrowed | 8yr |
| | | Total Available | 15,654.10 | | |
| Other Sources: | | ReFunding Proceeds (Paydown Debt | 17,000.00 | Appropriate to Use as Funding Source in Budget | |
| | | ACO IMA Transfers est | 16,000.00 | Reduced Health/Medic Budget | |
| | | ABRSD Hager Well reimbursement | 10,000.00 | Increased Local Revenue | |
| | | | 43,000.00 | | |
| Free Cash: | | FY15 Certification | 1,587,281 | | |
| | | Additional Revenue (under-estimated) | 442,104 | | |
| | | Unexpended Funds GF Budget | 313,877 | | |
| | | Uses (Articles ATM16 & STM16) | (631,640) | | |
| | | Additional Returns, Income, Transfers in | 18,581 | | |
| | | FY16 Certification | 1,730,203 | | |
| | | STM 12/12/16 | (34,548) | | Percentage of FY1 |
| | | Free Cash Available | 1,695,655 | | 8.63% |
| Stabilization: | | FY16 Balance | 1,352,041 | | 6.88% |
| | | Additions (ATM16) | - | | |
| | | Uses (ATM16) | (62,500) | | |
| | | Interest (Est) (YTD 4/19/17 \$17,155.93) | 20,000 | | Percentage of FY1 |
| | | FY17 Balance (estimated) | 1,309,541 | | 6.45% |
| Local Revenues: | | FY16 Estimates | 1,437,000 | (Includes Year 1 Beaverbrook Bldg Permits) | |
| | | FY16 Actual | 1,992,131 | (Includes Full Pmt Beaverbrook Bldg Permits) | |
| | | FY17 Estimates | 1,325,000 | | |
| | | FY17 Actual (YTD 6/30/17:7/17/17) | 1,937,902 | | |
| | | FY18 Estimate | 1,610,000 | | |

**FY2018 Budget Worksheet
114-Moderator**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|---------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-114-5599-0000 | Moderator Other Exp | 50 | 50 | 0 | 0.00% | 50 | 50 | 50 |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 50 | 50 | 0 | 0.00% | 50 | 50 | 50 |
| | Total Moderator | 50 | 50 | 0 | 0.00% | 50 | 50 | 50 |
| Notes: | | | | | | | | |
| Mass Moderators Membership Dues \$20; Annual Conference \$30 | | | | | | | | |

**FY2018 Budget Worksheet
119-Town Constable**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|-----------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-119-5599-0000 | Town Constable Other Exp | 150 | 145 | 5 | 3.45% | 109 | 175 | 72 |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 150 | 145 | 5 | 3.45% | 109 | 175 | 72 |
| | Total Town Constable | 150 | 145 | 5 | 3.45% | 109 | 175 | 72 |
| Notes: | | | | | | | | |
| 1 Election, 2 Town Meeting Warrants, 2 Bylaw/ZBA postings = 5 at 6 locations @ \$3 each plus 3 miles (rounded up in case of extra STM or other duties) | | | | | | | | |

**FY2018 Budget Worksheet
122-Selectmen**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|--------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-122-5110-0000 | Selectmen Salaries | 2,000 | 2,000 | 0 | 0.00% | 2,000 | 2,000 | 2,000 |
| 001-122-5306-0000 | Selectmen Consulting | 0 | 0 | 0 | 0.00% | | 0 | 1,159 |
| 001-122-5317-0000 | Selectmen Printing Services | 100 | 96 | 4 | 4.17% | 333 | 48 | 100 |
| 001-122-5420-0000 | Selectmen Office Supplies | 175 | 62 | 113 | 182.26% | 18 | 11 | 60 |
| 001-122-5490-0000 | Selectmen Events | 1,000 | 710 | 290 | 40.85% | 727 | 600 | 706 |
| 001-122-5711-0000 | Selectmen Travel | 300 | 300 | 0 | 0.00% | 261 | 300 | 144 |
| 001-122-5712-0000 | Selectmen Training/Conferences | 460 | 420 | 40 | 9.52% | 209 | 460 | 210 |
| 001-122-5730-0000 | Selectmen Dues | 1,230 | 1,230 | 0 | 0.00% | 1,212 | 700 | 1,195 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 2,000 | 2,000 | 0 | 0.00% | 2,000 | 2,000 | 2,000 |
| | Total Other | 3,265 | 2,818 | 447 | 15.86% | 2,760 | 2,119 | 3,574 |
| | Total Selectmen | 5,265 | 4,818 | 447 | 9.28% | 4,760 | 4,119 | 5,574 |
| Notes: | | | | | | | | |
| Printing Services: Bus. cards for potentially 2 new selectmen in May 2018 @ \$46 | | | | | | | | |
| Office Supplies: Nameplates for potentially 2 new selectmen @ \$11 ; stationary for holiday greetings; \$100 to cover misc exp for committee with no budget | | | | | | | | |
| Events: due to additional food and beverages at Appreciation BBQ | | | | | | | | |
| Travel: Mileage and parking associated with outside meetings attended by selectmen | | | | | | | | |
| Training/Conferences: MMA Annual Meeting 2 selectmen @ \$170; DLS Muni Law Seminar or New Officials Finance Forum 2 selectmen @ \$60 | | | | | | | | |
| Dues: MMA \$730, 495/MW Partnership \$500 | | | | | | | | |

**FY2018 Budget Worksheet
123-Town Administrator**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|----------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-123-5111-0000 | Town Administrator Salary | 117,600 | 113,100 | 4,500 | 3.98% | 112,220 | 108,750 | 108,750 |
| 001-123-5711-0000 | Town Administrator Mileage | 2,700 | 2,700 | 0 | 0.00% | 2,688 | 2,875 | 2,787 |
| | Total Salary | 117,600 | 113,100 | 4,500 | 3.98% | 112,220 | 108,750 | 108,750 |
| | Total Other | 2,700 | 2,700 | 0 | 0.00% | 2,688 | 2,875 | 2,787 |
| | Total Town Administrator | 120,300 | 115,800 | 4,500 | 3.89% | 114,907 | 111,625 | 111,537 |
| Notes: | | | | | | | | |
| Salary: Negotiated increase per contract | | | | | | | | |
| Mileage: Per contract 5,000 miles @ IRS rate | | | | | | | | |

**FY2018 Budget Worksheet
131-Finance Comm**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-------------------|------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| | | | | | | | | | |
| 001-131-5712-0000 | Finance Comm Conference | 200 | 280 | | (80) | -28.57% | | 280 | 165 |
| 001-131-5730-0000 | Finance Comm Dues | 200 | 200 | | 0 | 0.00% | 176 | 200 | 176 |
| | Other Misc Expenses -History | | | | | | 106 | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 400 | 480 | | (80) | -16.67% | 282 | 480 | 341 |
| | Total Town Finance Comm | 400 | 480 | | (80) | -16.67% | 282 | 480 | 341 |

**FY2018 Budget Worksheet
132-Reserve Fund**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-------------------|--------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| Account Number | Account Name | | | | | | | | |
| 001-132-5960-0000 | Reserve Fund | 185,000 | 185,000 | | 0 | 0.00% | 168,294 | 185,000 | 225,749 |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 185,000 | 185,000 | | 0 | 0.00% | 168,294 | 185,000 | 225,749 |
| | Total Reserve Fund | 185,000 | 185,000 | | 0 | 0.00% | 168,294 | 185,000 | 225,749 |

**FY2018 Budget Worksheet
135-Town Accountant**

| | | FY18 | | | | | | | |
|--|---------------------------------|-----------|---------|--|---------|---------|---------|---------|---------|
| | | Submitted | FY17 | | FY18 | FY18 | FY17 | FY16 | FY16 |
| Account Number | Account Name | Budget | Budget | | vs FY17 | vs FY17 | Actual | Budget | Actual |
| 001-135-5112-0000 | Accountant Salary | 72,777 | 69,609 | | 3,168 | 4.55% | 69,060 | 66,908 | 66,907 |
| 001-135-5301-0000 | Accountant Audit | 22,000 | 23,000 | | (1,000) | -4.35% | 22,000 | 22,000 | 22,000 |
| 001-135-5305-0000 | Accountant Software Support | 12,750 | 11,810 | | 940 | 7.96% | 11,810 | 12,803 | 11,810 |
| 001-135-5420-0000 | Accountant Office Supplies | 200 | 200 | | 0 | 0.00% | 163 | 500 | 101 |
| 001-135-5711-0000 | Accountant Travel | 400 | 200 | | 200 | 100.00% | 916 | 250 | 678 |
| 001-135-5712-0000 | Accountant Training/Conferences | 1,775 | 1,125 | | 650 | 57.78% | 835 | 1,100 | 1,046 |
| 001-135-5730-0000 | Accountant Dues | 55 | 55 | | 0 | 0.00% | 50 | 55 | 50 |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 72,777 | 69,609 | | 3,168 | 4.55% | 69,060 | 66,908 | 66,907 |
| | Total Other | 37,180 | 36,390 | | 790 | 2.17% | 35,774 | 36,708 | 35,685 |
| | Total Accountant | 109,957 | 105,999 | | 3,958 | 3.73% | 104,834 | 103,616 | 102,593 |
| Notes: | | | | | | | | | |
| Salary: Grade 15, Step 4; Special Article request for Certification Stipend | | | | | | | | | |
| Software Support: Vadar Accountant's Module (5% increase), 3rd year Collection Module (0% Financing 5 years), plus 4 users on Web-Based Hosting (add one to current usage) | | | | | | | | | |
| Supplies: budget binders, printer supplies, etc | | | | | | | | | |
| Travel: March 140 miles, June 225 miles, Procurement 180 miles plus parking, Capital Proj 100 miles, misc | | | | | | | | | |
| Training/Conferences: March Conference \$600; June Annual Mtg \$525; Procurement Training \$600; Capital Projects Acctg \$125 ; Law update/misc | | | | | | | | | |
| Dues: Massachusetts Municipal Auditors and Accountants Assoc | | | | | | | | | |

**FY2018 Budget Worksheet
141-Assessor**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-------------------|--------------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 001-141-5112-0000 | Assessor Salary | 72,777 | 69,609 | 3,168 | 4.55% | 69,060 | 66,908 | 66,907 |
| 001-141-5154-0000 | Assessor Certification Stipend | 1,000 | 1,000 | 0 | 0.00% | 1,000 | 1,000 | 1,000 |
| 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 | 6,300 | 7,800 | (1,500) | -19.23% | 13,800 | 9,900 | 9,900 |
| 001-141-5312-0000 | Assessor Legal Notices | 150 | 150 | 0 | 0.00% | 113 | 275 | 285 |
| 001-141-5399-0000 | Assessor GIS Map Updates | 0 | 0 | 0 | 0.00% | | 500 | 2,500 |
| 001-141-5420-0000 | Assessor Office Supplies | 500 | 500 | 0 | 0.00% | 410 | 849 | 715 |
| 001-141-5711-0000 | Assessor Mileage | 625 | 575 | 50 | 8.70% | 672 | 540 | 479 |
| 001-141-5712-0000 | Assessor Training/Conferences | 1,125 | 1,200 | (75) | -6.25% | 1,316 | 1,100 | 1,184 |
| 001-141-5730-0000 | Assessor Dues | 775 | 765 | 10 | 1.31% | 773 | 800 | 813 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 73,777 | 70,609 | 3,168 | 4.49% | 70,060 | 67,908 | 67,907 |
| | Total Other | 13,475 | 14,990 | (1,515) | -10.11% | 21,083 | 17,964 | 19,877 |
| | Total Assessor | 87,252 | 85,599 | 1,653 | 1.93% | 91,143 | 85,872 | 87,784 |

Notes:

Salary: Grade 15, Step 4 increase includes 2.5% step, 2% COLA
 Software Support: Patriot (Property Valuation)
 Consulting: Contracted costs for Commercial & Industrial valuation services
 Legal Notices: est 1 ATB notice in newspaper
 Office Supplies: envelopes, general office supplies, printer toner
 Mileage/Travel: Inspections \$150; Conferences \$350; Meals/Tolls \$125
 Training/Conferences: Continuing Education Fall & Winter Conferences \$75 each; Summer Conference \$700;
 Assessors' School \$275; ~~Annual Meeting \$75~~
 Assessor Dues: Mass. Assoc. of Assessing Offices (MAAO) Dues: \$50; Middlesex County Assessors Association
 (MCAA) Dues: \$25; Multiple Listing Service (MLS) Dues: \$348; Marshall & Swift Cost Tables Subscription: \$350

**FY2018 Budget Worksheet
145-Treasurer - Collector**

| | | FY18 | | | | | | | |
|--|---|---------------|---------------|--|--------------|--------------|---------------|---------------|---------------|
| | | Submitted | FY17 | | FY18 | FY18 | FY17 | FY16 | FY16 |
| Account Number | Account Name | Budget | Budget | | vs FY17 | vs FY17 | Actual | Budget | Actual |
| 001-145-5112-0000 | Treasurer/Collector Salary | 74,596 | 71,350 | | 3,246 | 4.55% | 70,800 | 66,908 | 68,580 |
| 001-145-5154-0000 | Treasurer/Collector Certification Stipend | 1,000 | 1,000 | | 0 | 0.00% | 1,000 | 1,000 | 1,000 |
| 001-145-5301-0000 | Treasurer Payroll Service | 6,250 | 3,700 | | 2,550 | 68.92% | 5,282 | 3,700 | 5,620 |
| 001-145-5311-0000 | Treasurer/Collector Performance Bond | 840 | 525 | | 315 | 60.00% | 838 | 525 | 258 |
| 001-145-5313-0000 | Treasurer Banking Fees | 1,500 | 1,500 | | 0 | 0.00% | 278 | 1,680 | 1,546 |
| 001-145-5316-0000 | Treasurer/Collector Tax Title Foreclosure | 1,000 | 1,000 | | 0 | 0.00% | 0 | 1,000 | 2,524 |
| 001-145-5317-0000 | Treasurer/Collector Printing Services | 400 | 350 | | 50 | 14.29% | 158 | 350 | 483 |
| 001-145-5345-0000 | Treasurer/Collector Postage | 7,100 | 7,100 | | 0 | 0.00% | 6,589 | | 4,223 |
| 001-145-5420-0000 | Treasurer/Collector Office Supplies | 500 | 1,000 | | (500) | -50.00% | 363 | 125 | 330 |
| 001-145-5711-0000 | Treasurer/Collector Travel | 500 | 500 | | 0 | 0.00% | 398 | 500 | 439 |
| 001-145-5712-0000 | Treasurer/Collector Training/Conference | 1,000 | 1,000 | | 0 | 0.00% | 888 | 400 | 735 |
| 001-145-5730-0000 | Treasurer/Collector Dues | 50 | 70 | | (20) | -28.57% | 50 | 70 | 50 |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 75,596 | 72,350 | | 3,246 | 4.49% | 71,800 | 67,908 | 69,580 |
| | Total Other | 19,140 | 16,745 | | 2,395 | 14.30% | 14,843 | 8,350 | 16,208 |
| | Total Treasurer/Collector | 94,736 | 89,095 | | 5,641 | 6.33% | 86,643 | 76,258 | 85,789 |
| Notes: | | | | | | | | | |
| FY16 Actual is Combined Treasurer 145 and Collector 146 total expenses | | | | | | | | | |
| Payroll: This has been averaging \$6K a year. Increases in reporting for Affordable Care Act | | | | | | | | | |
| Performance Bond: With the office combined this will be the new yearly amount | | | | | | | | | |
| Bank Fees: This has been the average over the last few years | | | | | | | | | |
| Tax Title: There are not many properties entering Tax Title, following FinCom directive to minimally fund | | | | | | | | | |
| Printing Services: Covers envelopes for payable checks as well as Treasurer/Collector envelopes | | | | | | | | | |
| Postage: This is for the pre-printed postal envelopes used for tax bills | | | | | | | | | |
| Office Supplies: reducing this to be inline with the last few FY averages. No significant purchases needed | | | | | | | | | |
| Travel: Mileage/lodging to MCTA school & conference as well as other meetings | | | | | | | | | |
| Training/Conferences: registration for MCTA School and Cape Conference | | | | | | | | | |
| Dues: Reduced to cover just MCTA dues | | | | | | | | | |

**FY2018 Budget Worksheet
151-Legal**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|------------------------------|-----------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 001-151-5311-0000 | Legal Services | 65,000 | 45,000 | 20,000 | 44.44% | 47,142 | 50,000 | 44,320 |
| 001-151-5399-0000 | Legal Expenses | 2,600 | 3,500 | (900) | -25.71% | 876 | 3,500 | 2,257 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 67,600 | 48,500 | 19,100 | 39.38% | 48,018 | 53,500 | 46,577 |
| | Total Legal | 67,600 | 48,500 | 19,100 | 39.38% | 48,018 | 53,500 | 46,577 |
| Notes: | | | | | | | | |
| Three collective bargaining agreements will be negotiated in FY18. Proposed increase is based on actuals for the past year plus the amount expended for bargaining during the last round of negotiations (Actual \$20,625) | | | | | | | | |

**FY2018 Budget Worksheet
152-Personnel Board**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|--------------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| 001-152-5712-0000 | Personnel Board Training/Conferences | 120 | 120 | | 0 | 0.00% | 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% | 260 | 320 | 200 |
| | Total Personnel Board | 320 | 320 | | 0 | 0.00% | 260 | 320 | 200 |
| Notes: | | | | | | | | | |
| Training/Conferences: Attendance for up to 2 members at MMPA's annual Labor Law Seminar @ \$60 | | | | | | | | | |

**FY2018 Budget Worksheet
156-Technology**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-------------------|--------------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| Account Number | Account Name | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| 001-156-5306-0000 | Technology Consulting | 92,000 | 92,457 | | (457) | -0.49% | 79,707 | 67,424 | 57,342 |
| 001-156-5341-0000 | Technology Telephone (VOIP & Copper) | 7,700 | 7,700 | | 0 | 0.00% | 6,712 | 10,000 | 6,562 |
| 001-156-5341-0610 | Technology Telephone (Library) | 1,300 | 1,200 | | 100 | 8.33% | 1,215 | 1,200 | 1,242 |
| 001-156-5343-0000 | Technology Internet Access | 7,740 | 6,225 | | 1,515 | 24.34% | 6,603 | 4,665 | 5,941 |
| 001-156-5344-0000 | Technology Website Hosting | 2,450 | 2,750 | | (300) | -10.91% | 2,450 | 2,450 | 2,450 |
| 001-156-5422-0000 | Technology Software | 12,880 | 7,980 | | 4,900 | 61.40% | 7,284 | 480 | 440 |
| 001-156-5582-0000 | Technology Hardware | 5,000 | 5,000 | | 0 | 0.00% | 4,427 | 9,100 | 8,666 |
| | Other Misc Expenses -History | | | | | | | | |
| | | | | | | | | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 129,070 | 123,312 | | 5,758 | 4.67% | 108,399 | 95,319 | 82,643 |
| | Total Technology | 129,070 | 123,312 | | 5,758 | 4.67% | 108,399 | 95,319 | 82,643 |
| Notes: | | | | | | | | | |
| See Summary Page | | | | | | | | | |

**FY2018 Budget Worksheet
156-Summary**

| | FY18 | FY17 | NOTES/CHANGES |
|---|-------------|-------------|---|
| CONSULTING | 92,000 | 92,457 | (457) |
| Managed Services - Firewall Town | 5,055 | | Guardian Services |
| Managed Services - Firewall Library | 1,785 | | Intend to issue RFP for consulting |
| Guardian Eye Lite (59 devices @ \$60/device/month; 1 @ \$25/month) | 42,780 | | services to ensure we are still getting the best pricing for services |
| Phone (time & materials) 8 hrs/month @ \$135/hr | 12,960 | | |
| Misc (time & materials) 16 hrs/month @ \$135/hr | 25,920 | | |
| 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 | 3,500 | | |
| PHONE | 9,000 | 8,900 | 100 |
| VoIP (12 @ \$400) | 4,800 | | |
| 6 Copper: 2@ Publ Safety, 2@TH, 1@TS, 1@DPW 6@\$/mo34 | 2,400 | | |
| Misc Calls | 500 | | |
| Library Verizon @\$100/mo, AT&T@\$8/mo | 1,300 | | |
| INTERNET ACCESS | 7,740 | 6,225 | 1,515 |
| Email hosting based on # accounts | 720 | | (underbudgeted in FY17) |
| Email archiving based on # accounts | 2,000 | | (underbilled in FY17) |
| Domain Registration (3/7/18-3/6/19) | 400 | | rate increased 1/1/17 |
| Secondary ISP @ Pubulic Safety \$200/mo | 2,400 | | |
| FiOS \$175/mo | 2,100 | | |
| Library Internet \$10/mo | 120 | | |
| WEBSITE HOSTING | 2,450 | 2,750 | (300) |
| Annual Fee (VTS) | | | |

**FY2018 Budget Worksheet
156-Summary**

| | FY18 | FY17 | NOTES/CHANGES |
|---------------------------------------|----------------|----------------|--|
| SOFTWARE | 12,880 | 7,980 | 4,900 |
| MapGeo annual fee \$3000 | 3,000 | | |
| MapGeo property records card link 500 | 500 | | |
| MapGeo parcel updates | 2,500 | | |
| MapGeo scaling update | 2,000 | | (FY18 cost only) provides consistency in scale of each map and increases legibility and alleviates measuring |
| ArcGIS maintenance | 1,500 | | |
| Adobe Acrobat 2 @~\$240 | 480 | | |
| Sophos renewal (2/3/18-2/2/21) | 2,900 | | |
| HARDWARE | 5,000 | 5,000 | 0 |
| Server Warranties 5 @ \$1000 | | | |
| TOTAL | 129,070 | 123,312 | 5,758 |

**FY2018 Budget Worksheet
161-Town Clerk**

| | | FY18 | | | | | | | |
|--|----------------------------------|-----------|--------|--|---------|----------|--------|--------|--------|
| | | Submitted | FY17 | | FY18 | FY18 | FY17 | FY16 | FY16 |
| Account Number | Account Name | Budget | Budget | | vs FY17 | vs FY17 | Actual | Budget | Actual |
| 001-161-5110-0000 | Town Clerk Salary | 47,760 | 46,823 | | 937 | 2.00% | 46,462 | 45,006 | 45,005 |
| 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% | 100 | 100 | 100 |
| 001-161-5317-0000 | Town Clerk Printing Services | 50 | 0 | | 50 | 5000.00% | | 0 | 0 |
| 001-161-5345-0000 | Town Clerk Postage | 305 | 300 | | 5 | 1.67% | | 300 | 1,079 |
| 001-161-5420-0000 | Town Clerk Office Supplies | 400 | 180 | | 220 | 122.22% | 545 | 200 | 575 |
| 001-161-5443-0000 | Town Clerk Equipment Maintenance | 160 | 160 | | 0 | 0.00% | | 160 | 0 |
| 001-161-5711-0000 | Town Clerk Travel | 270 | 288 | | (18) | -6.25% | 837 | 345 | 96 |
| 001-161-5712-0000 | Town Clerk Training/Conferences | 1,290 | 865 | | 425 | 49.13% | 501 | 865 | 78 |
| 001-161-5730-0000 | Town Clerk Dues | 150 | 150 | | 0 | 0.00% | 60 | 150 | 60 |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 48,760 | 47,823 | | 937 | 1.96% | 47,462 | 46,006 | 46,005 |
| | Total Other | 2,725 | 2,043 | | 682 | 33.38% | 2,043 | 2,120 | 1,988 |
| | Total Town Clerk | 51,485 | 49,866 | | 1,619 | 3.25% | 49,505 | 48,126 | 47,994 |
| Notes: | | | | | | | | | |
| Salary: Elected Step 9 @ 67.5% (27 hours/week) | | | | | | | | | |
| Printing Services: | | | | | | | | | |
| Postage: Pre-stamped envelopes 500 @ 295 + shipping | | | | | | | | | |
| Office Supplies: Bond paper, Certificate paper, permanent pens, mailing labels | | | | | | | | | |
| Training/Conferences: Fall \$600, Winter \$90, Spring \$600 | | | | | | | | | |
| Travel: 500 miles @ IRS rate | | | | | | | | | |
| Dues: Mass Assoc Town Clerks \$10, Middlesex County Assoc Town Clerks \$50 | | | | | | | | | |

**FY2018 Budget Worksheet
162-Elections & Registrars**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|-------------------------------------|-----------------------|---------------|----------------|----------------|---------------|--------------|--------------|
| 001-162-5110-0000 | Registrar Salary | 1,711 | 1,711 | 0 | 0.00% | 1,711 | 1,711 | 1,711 |
| 001-162-5125-0000 | Election Workers | 1,947 | 4,689 | (2,742) | -58.48% | 3,816 | 2,317 | 2,277 |
| 001-162-5243-0000 | Elect. & Registr. Equipment Maint | 3,275 | 3,475 | (200) | -5.76% | 4,762 | 2,825 | 3,225 |
| 001-162-5317-0000 | Elect. & Registr. Printing Services | 1,945 | 1,045 | 900 | 86.12% | 532 | 1,045 | 153 |
| 001-162-5345-0000 | Elect. & Registr. Postage | 1,675 | 1,672 | 3 | 0.18% | 760 | 1,672 | 1,410 |
| 001-162-5420-0000 | Elect. & Registr. Office Supplies | 35 | 30 | 5 | 16.67% | 97 | 30 | 33 |
| 001-162-5490-0000 | Elect. & Registr. Refreshments | 60 | 90 | (30) | -33.33% | 34 | 60 | 19 |
| | Other Misc Expenses -History | | | | | 127 | | 417 |
| | Total Salary | 3,658 | 6,400 | (2,742) | -42.84% | 5,527 | 4,028 | 3,988 |
| | Total Other | 6,990 | 6,312 | 678 | 10.74% | 6,312 | 5,632 | 5,256 |
| | Total Elect. & Registr. | 10,648 | 12,712 | (2,064) | -16.24% | 11,839 | 9,660 | 9,244 |
| Notes: | | | | | | | | |
| Registrar Salaries are determined by the Compensation Schedule | | | | | | | | |
| Election Workers Wages increase to \$11 minimum wage; Clerk Wages increase to \$12.76 per hour. There are likely to be 2 elections scheduled for FY18 | | | | | | | | |
| Equipment Maintenance: Memory Card programming \$1,500 x2, Contract \$200, Printing Cartridges \$75 | | | | | | | | |
| Printing Services: Ballot printing 3,000 @ \$0.27/ballot plus shipping \$870 x2(rounded); Census mailing 5 @ \$35 per 500 = 2500 return envelopes \$175 | | | | | | | | |
| Postage: Census mailing 5 @ \$278 per 500 = 2500 envelopes +shipping = \$1410; Postcards 350 @\$0.75 = \$262 | | | | | | | | |
| Office Supplies: Pens, Tape, Stickers | | | | | | | | |

**FY2018 Budget Worksheet
171-Conservation Comm**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|-----------------------------------|-----------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 001-171-5243-0000 | Conservation Comm Equipment Maint | 1,150 | 1,000 | 150 | 15.00% | 100 | 1,000 | 978 |
| 001-171-5599-0000 | Conservation Comm Other Supplies | 70 | 100 | (30) | -30.00% | 98 | 100 | 0 |
| 001-171-5712-0000 | Conservation Comm Conferences | 230 | 450 | (220) | -48.89% | 230 | 411 | 115 |
| 001-171-5730-0000 | Conservation Comm Dues | 700 | 600 | 100 | 16.67% | 616 | 639 | 590 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 2,150 | 2,150 | 0 | 0.00% | 1,043 | 2,150 | 1,683 |
| | Total Conservation Comm | 2,150 | 2,150 | 0 | 0.00% | 1,043 | 2,150 | 1,683 |
| Notes: | | | | | | | | |
| Equipment Maint: Trail Markers \$200, Sand/Gravel/Mulch \$300, Boardwalk & Kiosk materials \$500, tools, etc \$150 | | | | | | | | |
| Other Supplies: Nameplate, etc | | | | | | | | |
| Conferences: 2 @ \$115 MACC | | | | | | | | |
| Dues: MACC 7 members \$640, Sudbury Valley Trustees \$60 | | | | | | | | |

**FY2018 Budget Worksheet
175-Planning Board**

| | | FY18 | | | | | | | |
|--|---------------------------------|-----------|--------|--|---------|---------|--------|--------|--------|
| | | Submitted | FY17 | | FY18 | FY18 | FY17 | FY16 | FY16 |
| Account Number | Account Name | Budget | Budget | | vs FY17 | vs FY17 | Actual | Budget | Actual |
| 001-175-5110-0000 | Planning Board Salary | 545 | 545 | | 0 | 0.00% | 545 | 545 | 545 |
| 001-175-5112-0000 | Town Planner Salary | 72,777 | 69,609 | | 3,168 | 4.55% | 69,060 | 66,908 | 66,907 |
| 001-175-5305-0000 | Planning Board Software Support | 0 | 0 | | 0 | 0.00% | | 3,000 | 3,000 |
| 001-175-5306-0000 | Planning Board Consulting | 500 | 3,120 | | (2,620) | -83.97% | 0 | 720 | 500 |
| 001-175-5312-0000 | Planning Board Legal Notices | 200 | 200 | | 0 | 0.00% | 321 | 200 | 196 |
| 001-175-5599-0000 | Planning Board Other Office Exp | 400 | 400 | | 0 | 0.00% | 713 | 660 | 404 |
| 001-175-5711-0000 | Planning Board Travel | 675 | 675 | | 0 | 0.00% | 828 | 700 | 677 |
| 001-175-5712-0000 | Planning Board Conferences | 285 | 260 | | 25 | 9.62% | 220 | 260 | 375 |
| 001-175-5730-0000 | Planning Board Dues | 1,820 | 1,790 | | 30 | 1.68% | 1,785 | 1,790 | 1,777 |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 73,322 | 70,154 | | 3,168 | 4.52% | 69,605 | 67,453 | 67,452 |
| | Total Other | 3,880 | 6,445 | | (2,565) | -39.80% | 3,867 | 7,330 | 6,929 |
| | Total Planning Board | 77,202 | 76,599 | | 603 | 0.79% | 73,472 | 74,783 | 74,381 |
| Notes: | | | | | | | | | |
| Planner Salary: Grade 15, Step 4 increase includes 2.5% step, 2% COLA | | | | | | | | | |
| Consluting: Town Engineer services as needed | | | | | | | | | |
| Legal Notices: vary year to year, based on actuals | | | | | | | | | |
| Other Office Exp: Plotter supplies & Beacon subscription | | | | | | | | | |
| Travel: Estimate 31 Evening & 17 Off-site meetings @ IRS rate | | | | | | | | | |
| Conferences: Vary year to year depending on offerings & regional issues | | | | | | | | | |
| Dues: APA \$255, Mass APA \$35, AICP \$135, MAGIC based on population (est \$1395) | | | | | | | | | |

**FY2018 Budget Worksheet
176-Zoning Board**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|-------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| 001-176-5312-0000 | ZBA Advertising/Legal Notices | 100 | 75 | | 25 | 33.33% | | 0 | |
| 001-176-5599-0000 | ZBA Other Office Supplies | 35 | 60 | | (25) | -41.67% | 55 | 135 | 20 |
| 001-176-5712-0000 | ZBA Conferences | 75 | 75 | | 0 | 0.00% | 35 | 75 | 0 |
| 001-176-5730-0000 | ZBA Dues | 0 | 0 | | 0 | 0.00% | | 0 | 0 |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 210 | 210 | | 0 | 0.00% | 90 | 210 | 20 |
| | Total ZBA | 210 | 210 | | 0 | 0.00% | 90 | 210 | 20 |
| Notes: | | | | | | | | | |
| Legal Notices: Increased cost for Bylaw revision notices | | | | | | | | | |

**FY2018 Budget Worksheet
179-Agricultural Comm**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|------------------------------------|-------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| 001-179-5599-0000 | Ag Comm Other Office Supplies | 1,100 | 50 | | 1,050 | 2100.00% | 100 | 100 | 0 |
| 001-179-5711-0000 | Ag Comm Travel | 45 | 0 | | 45 | 4500.00% | | 0 | 16 |
| 001-179-5712-0000 | Ag Comm Conferences | 155 | 150 | | 5 | 3.33% | | 0 | 35 |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 1,300 | 200 | | 1,100 | 550.00% | 100 | 100 | 51 |
| | Total Ag Comm | 1,300 | 200 | | 1,100 | 550.00% | 100 | 100 | 51 |
| Notes: | | | | | | | | | |
| Other: 12 more Right to Farm Signs | | | | | | | | | |
| Mileage for Conferences | | | | | | | | | |
| Mass Assoc Ag Coms Ann Mtg \$35 | | | | | | | | | |
| Harvest NE Conference \$120 | | | | | | | | | |

**FY2018 Budget Worksheet
192-Town Hall**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|--------------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 001-192-5115-0000 | Town Hall Clerical Salary | 180,627 | 174,444 | 6,183 | 3.54% | 171,541 | 172,420 | 162,148 |
| 001-192-5210-0000 | TH Electricity | 7,300 | 7,900 | (600) | -7.59% | 5,309 | 8,903 | 5,103 |
| 001-192-5212-0000 | TH Heating | 4,000 | 4,400 | (400) | -9.09% | 2,848 | 4,300 | 2,597 |
| 001-192-5241-0000 | TH Bldg/Grounds Maint Service | 4,700 | 3,000 | 1,700 | 56.67% | 3,275 | 3,000 | 29,803 |
| 001-192-5271-0000 | TH Equipment Lease | 6,840 | 6,771 | 69 | 1.02% | 6,770 | 6,922 | 5,642 |
| 001-192-5305-0000 | TH Software Support | 0 | 0 | 0 | 0.00% | | 1,500 | 1,500 |
| 001-192-5312-0000 | TH Advertising/Legal Notices | 1,120 | 1,120 | 0 | 0.00% | 603 | 700 | 871 |
| 001-192-5317-0000 | TH Printing Services | 5,160 | 3,800 | 1,360 | 35.79% | 5,619 | 4,160 | 4,949 |
| 001-192-5345-0000 | TH Postage | 7,800 | 5,700 | 2,100 | 36.84% | 5,614 | 1,500 | 2,225 |
| 001-192-5420-0000 | TH Office Supplies | 700 | 700 | 0 | 0.00% | 522 | 700 | 626 |
| 001-192-5421-0000 | TH Copier Supplies | 1,430 | 1,300 | 130 | 10.00% | 1,155 | 1,670 | 1,850 |
| 001-192-5441-0000 | TH Bldg/Grounds Maint Supplies | 750 | 1,000 | (250) | -25.00% | 229 | 1,000 | 523 |
| 001-192-5443-0000 | TH Equipment Maint Supplies | 2,830 | 1,000 | 1,830 | 183.00% | 1,804 | 1,000 | 2,065 |
| 001-192-5490-0000 | TH Meals/Refreshments | 100 | 100 | 0 | 0.00% | 88 | 100 | 62 |
| 001-192-5599-0000 | TH Cleaning Supplies | 1,000 | 1,000 | 0 | 0.00% | 893 | 1,000 | 1,074 |
| 001-192-5710-0000 | TH Lodging/Meals | 1,500 | 1,874 | (374) | -19.96% | 1,711 | 1,910 | 1,914 |
| 001-192-5711-0000 | TH Travel | 640 | 544 | 96 | 17.65% | 631 | 550 | 571 |
| 001-192-5712-0000 | TH Training/Conferences | 240 | 3,205 | (2,965) | -92.51% | 2,540 | 3,095 | 1,985 |
| 001-192-5730-0000 | TH Dues | 1,200 | 1,146 | 54 | 4.71% | 1,098 | 1,113 | 1,057 |
| 001-192-5799-0000 | TH Other Expenses | 600 | 600 | 0 | 0.00% | 381 | 600 | 346 |
| | Other Misc Expenses -History | | | | | 15,440 | | 37,236 |
| | Total Salary | 180,627 | 174,444 | 6,183 | 3.54% | 171,541 | 172,420 | 162,148 |
| | Total Other | 47,910 | 45,160 | 2,750 | 6.09% | 56,530 | 43,723 | 101,999 |
| | Total Town Hall | 228,537 | 219,604 | 8,933 | 4.07% | 228,071 | 216,143 | 264,147 |
| Notes: | | | | | | | | |
| FY16 Other Misc Expenses -History includes Lift replacement; HVAC (west) replacement included in Bldg/Grnds | | | | | | | | |
| See Summary Page | | | | | | | | |

**FY2018 Budget Worksheet
192-Summary**

| | FY18 | FY17 | NOTES |
|---|-------------|-------------|---|
| ELECTRICITY | 7,300 | 7,900 | (600) |
| | | | Based on 5-year consumption average of 67,000 kwh |
| HEATING | 4,000 | 4,400 | (400) |
| | | | Based on 5-year cost average (too complicated to calculate cost based upon average consumption) |
| BLG/GROUNDS MAINT SVC | 4,700 | 3,000 | 1,700 |
| | | | Parking Lot striping was underbudgeted by \$500 in FY16 General Maintenance increase recommended by Inspector of Buildings |
| EQUIPMENT LEASE | 6,840 | 6,771 | 69 |
| Ricoh copier | 3,456 | | |
| Pitney Bowes postage meter | 3,324 | | |
| SOFTWARE SUPPORT | 0 | 0 | 0 |
| ADVERTISING/LEGAL NOTICES | 1,120 | 1,120 | 0 |
| Advertising est \$250 for job ads in local paper | | | |
| Legal notices - public hearings and bid solicitations | | | |
| PRINTING SVC | 5,160 | 3,800 | 1,360 |
| Town Report | 1,800 | | |
| STM Warrant | 1,200 | | |
| ATM Warrant | 1,800 | | |
| Envelopes | 160 | | |
| STM Banner date modification | 100 | | |
| ATM Banner date modification | 100 | | |

**FY2018 Budget Worksheet
192-Summary**

| | FY18 | FY17 | NOTES |
|---|-------------|-------------|---|
| POSTAGE | | 7,800 | 5,700 |
| General | 6,000 | | |
| STM Warrant | 600 | | |
| ATM Warrant | 1,000 | | |
| Bulk permit fee | 220 | | |
| | | | 2,100 |
| OFFICE SUPPLIES | | 700 | 700 |
| Pens, pencils, clips, staples, notepads, file folders, binders, labels, etc. | | | |
| | | | 0 |
| COPIER SUPPLIES | | 1,430 | 1,300 |
| Paper 35 cases @ \$30 | 1,050 | | |
| Toner 3 @ \$100 | 300 | | |
| Staples | 80 | | |
| | | | 130 |
| BLDG/GROUNDS MAINT SUPPLIES | | 750 | 1,000 |
| HVAC items, plumbing, floor coverings, wall coverings, electrical, paint, glass, doors, window coverings, hand or power tools | | | |
| | | | (250) |
| | | | Reduced based on actual expenditure in last year. |
| EQUIPMENT MAINT SUPPLIES | | 2,830 | 1,000 |
| Defibrillator battery (every 3 years) | | | |
| Misc supplies computers, clocks, etc | | | |
| | | | 1,830 |
| | | | Based on average; line item had been underbudgeted in recent years. |
| MEALS/REFRESHMENTS | | 100 | 100 |
| For meetings hosted by Boxborough (e.g. CTC, MMA) | | | |
| | | | 0 |
| CLEANING SUPPLIES | | 1,000 | 1,000 |
| Toilet paper, paper towels, tissues, cleaning products | | | |
| | | | 0 |
| LODGING/MEALS | | 1,500 | 1,874 |
| MMA Annual Mtg; MMA Spring and Fall Conferences; ICMA | | | |
| | | | (374) |

**FY2018 Budget Worksheet
192-Summary**

| | FY18 | FY17 | NOTES |
|---|---------------|---------------|---|
| TRAVEL | 640 | 544 | 96 |
| | | | Previously had underbudgeted by not including airport ground transportation |
| TRAINING/CONFERENCES | 240 | 3,205 | (2,965) |
| MMMA-Spring and Fall conferences, ICMA conference, MMA Annual Meeting, MMMA and MMPA prof devel; Muni Law seminar, ATFC, procurement, gen'l | | | |
| DUES | 1,200 | 1,146 | 54 |
| ICMA, MMMA, STAM and MAPPO (ICMA and MMMA based on salary) | | | |
| OTHER EXPENSES | 600 | 600 | 0 |
| Water cooler | 300 | | |
| Furniture | 300 | | |
| TOTAL | 47,910 | 45,160 | 2,750 |

**FY2018 Budget Worksheet
196-Facilities Leases**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| 001-196-5270-0000 | Community Center Lease | | 11,940 | | (11,940) | -100.00% | 11,940 | 11,700 | 11,700 |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 0 | 11,940 | | (11,940) | -100.00% | 11,940 | 11,700 | 11,700 |
| | Total Facilities Leases | 0 | 11,940 | | (11,940) | -100.00% | 11,940 | 11,700 | 11,700 |
| Notes: | | | | | | | | | |
| New Lease agreement for FY18 TBD (current negotiations 2.5% increase per year for 3 years); Article worded to add to budget | | | | | | | | | |

**FY2018 Budget Worksheet
199-Energy Comm**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|-----------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| 001-199-5351-0000 | Energy Comm Programs | 200 | | | 200 | | | | |
| 001-199-5441-0000 | Energy Comm Maint Supplies | 0 | 0 | | 0 | 0.00% | | 0 | |
| 001-199-5599-0000 | Energy Comm Other Office Supplies | 300 | 300 | | 0 | 0.00% | | 150 | 315 |
| 001-199-5711-0000 | Energy Comm Travel | 0 | 0 | | 0 | 0.00% | | 0 | |
| 001-199-5712-0000 | Energy Comm Conferences | 0 | 0 | | 0 | 0.00% | 45 | 0 | |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 500 | 300 | | 200 | 66.67% | 45 | 150 | 315 |
| | Total Energy Comm | 500 | 300 | | 200 | 66.67% | 45 | 150 | 315 |
| Notes: | | | | | | | | | |
| Several upcoming projects include: Creating an electronic SwapShop; Reducing household waster through increased recycling; Increasing energy efficiencies in town buildings; increased town-wide education on drought and water-saving/conservation methods | | | | | | | | | |

**FY2018 Budget Worksheet
210-Police**

| | | FY18 | | | | | | | |
|-------------------|-----------------------------------|------------------|------------------|--|---------------|--------------|------------------|------------------|------------------|
| | | Submitted | FY17 | | FY18 | FY18 | FY17 | FY16 | |
| Account Number | Account Name | Budget | Budget | | vs FY17 | vs FY17 | Actual | Budget | |
| | | | | | | | | Actual | |
| 001-210-5112-0000 | Police Salary -Chief | 122,909 | 120,499 | | 2,410 | 2.00% | 119,575 | 117,750 | 117,750 |
| 001-210-5113-0000 | Police Salary -Lieutenant | 82,340 | 80,725 | | 1,615 | 2.00% | 80,104 | 75,700 | 77,605 |
| 001-210-5114-0000 | Police Salary -FT Officer | 655,071 | 599,100 | | 55,971 | 9.34% | 609,986 | 616,325 | 604,706 |
| 001-210-5115-0000 | Police Salary -Clerical | 53,932 | 53,068 | | 864 | 1.63% | 52,670 | 52,484 | 52,484 |
| 001-210-5124-0000 | Police Salary -Special Officer | 12,672 | 12,423 | | 249 | 2.00% | 24,172 | 12,236 | 26,183 |
| 001-210-5125-0000 | Police Salary -Lock Up Attendants | 6,763 | 6,630 | | 133 | 2.01% | 2,482 | 6,533 | 2,494 |
| 001-210-5134-0000 | Police OT | 135,065 | 176,441 | | (41,376) | -23.45% | 173,544 | 157,997 | 238,887 |
| 001-210-5144-0000 | Police -Town Detail | 13,195 | 12,947 | | 248 | 1.92% | 5,908 | 13,277 | 8,124 |
| 001-210-5154-0000 | Police -Stipend | 1,500 | 1,500 | | 0 | 0.00% | 1,500 | 1,500 | 1,500 |
| 001-210-5173-0000 | Police -Accident Coverage | 0 | | | 0 | | | | |
| 001-210-5210-0000 | Police Electricity | 13,200 | 11,500 | | 1,700 | 14.78% | 12,619 | 12,000 | 13,311 |
| 001-210-5212-0000 | Police Heating | 2,400 | 3,300 | | (900) | -27.27% | 1,524 | 3,700 | 1,659 |
| 001-210-5241-0000 | Police Bldg/Grounds Maint Svc | 5,000 | 5,000 | | 0 | 0.00% | 6,956 | 3,500 | 5,466 |
| 001-210-5242-0000 | Police Vehicle Maint Svc | 20,000 | 17,500 | | 2,500 | 14.29% | 21,698 | 17,500 | 19,103 |
| 001-210-5243-0000 | Police Equipment Maint Svc | 4,000 | 4,000 | | 0 | 0.00% | 3,781 | 4,000 | 1,362 |
| 001-210-5341-0000 | Police Cell Phones | 8,400 | 9,369 | | (969) | -10.34% | 7,734 | 9,369 | 8,553 |
| 001-210-5342-0000 | Police Mobile Communication | 3,980 | 3,400 | | 580 | 17.06% | 2,651 | 3,400 | 3,978 |
| 001-210-5343-0000 | Police Internet Access | 4,495 | 2,790 | | 1,705 | 61.11% | 865 | 2,790 | 1,621 |
| 001-210-5443-0000 | Police Equipment Maint Supply | 9,500 | 8,250 | | 1,250 | 15.15% | 6,366 | 8,250 | 8,586 |
| 001-210-5490-0000 | Police Meals/Refreshments | 600 | 750 | | (150) | -20.00% | 915 | 750 | 543 |
| 001-210-5591-0000 | Police Uniforms | 18,400 | 16,950 | | 1,450 | 8.55% | 19,561 | 16,950 | 16,754 |
| 001-210-5599-0000 | Police Other Expense | 4,050 | 3,431 | | 619 | 18.04% | 6,349 | 3,431 | 5,451 |
| 001-210-5712-0000 | Police Training/Conferences | 9,500 | 12,500 | | (3,000) | -24.00% | 12,782 | 12,500 | 13,549 |
| 001-210-5730-0000 | Police Dues/Memberships | 8,450 | 6,000 | | 2,450 | 40.83% | 9,041 | 6,000 | 3,629 |
| 001-210-5840-0000 | Police Vehicle Purchase | 42,000 | 40,000 | | 2,000 | 5.00% | 39,182 | 0 | 0 |
| | Other Misc Expenses -History | | | | | | | | 2,211 |
| | Total Salary | 1,083,447 | 1,063,333 | | 20,114 | 1.89% | 1,069,941 | 1,053,802 | 1,129,733 |
| | Total Other | 153,975 | 144,740 | | 9,235 | 6.38% | 152,025 | 104,140 | 105,777 |
| | Total Police | 1,237,422 | 1,208,073 | | 29,349 | 2.43% | 1,221,966 | 1,157,942 | 1,235,510 |

Note: FY16 Other Misc Expense is Travel, unbudgeted

**FY2018 Budget Worksheet
210-Summary**

| | FY18 | FY17 | NOTES/CHANGES |
|---|-------------|-------------|--|
| ELECTRICITY | 13,200 | 11,500 | 1,700 |
| Police Station (including Dispatch and server room) electricity expenses. | | | Police Station Electricity has averaged \$1,100 per month |
| HEATING/GAS | 2,400 | 3,300 | (900) |
| Heating costs (natural gas) for 4 furnaces and 2 hot water (on-demand) heaters. | | | Based on a 5 yr. average of \$2,241 (includes FY16 mild year). FY12 to FY15 average is \$2,386 |
| BUILDING & GROUNDS MAINTAINANCE | 5,000 | 5,000 | 0 |
| 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.... | | | Maintaining this level based on a 5 yr. average |
| VEHICLE MAINTAINANCE | 20,000 | 17,500 | 2,500 |
| Maintenance and repair of eight vehicles: | 2,200 | | Increase based on actual average as this line has been historically under budgeted based on a 5 year history |
| LOF & Tire Rotation \$55/ea. x 5 times x 8 units | | | |
| Vehicle Alignment \$125/ea. x 1 time x 8 units | 1,000 | | |
| 4 Tires mount and balanced \$530 x 2 times a yr. x 8 (-1) | 7,950 | | |
| Accident Deductible \$500/ea. x 2 times a year | 1,000 | | |
| 4 flat Tire replacements with Mount/Bal | 530 | | |
| Fleet car wash | 1,000 | | |
| Non warranty Repairs \$500/ea. x 8 | 8,000 | | |
| Batteries and Electrical Repairs \$250/ea. x 8 | 2,000 | | |
| State Inspection \$35/ea. x 8 | 280 | | |
| Supplies/Wipers/Fluids/Bulbs/Etc. (rounded) | 500 | | |
| EQUIPMENT MAINT SERVICE | 4,000 | 4,000 | 0 |
| Specialty Equipment (firearms, radar/LIDAR units, evidence collection tools, breath test devices, etc...) and other contractors | | | Maintain this level based on a 5 yr. average. This line has consistently been used to cover unforeseen spending in other accounts. Equipment maintenance get pushed off for another year |

**FY2018 Budget Worksheet
210-Summary**

| | <u>FY18</u> | <u>FY17</u> | <u>NOTES/CHANGES</u> |
|--|-------------|-------------|--|
| CELL PHONES | 8,400 | 9,369 | (969) |
| 12 phones totaling \$600/month. Plus a \$1,200 Replacement (2 year lifespan - 50% of devices swapped/upgraded a year), maintenance and accessories | | | Including increase with New Officer |
| MOBILE COMMUNICATIONS | 3,980 | 3,400 | 580 |
| \$290 Monthly mobile Data Terminal access fee (48.37/mo.) for 6 units. Repair and Maintenance of \$500/Yr. | | | Increase based on actuals and 5 yr. average |
| INTERNET SERVICES | 4,495 | 2,790 | 1,705 |
| Legal resources and investigative subscriptions: | | | Based on actual usage and services |
| TransUnion | 300 | | |
| Comcast.net services | 460 | | |
| eFax | 200 | | |
| jgpr.net Public Relations/Media Services | 2,150 | | |
| IACP.Net | 525 | | |
| PMAM Human Capital Management | 600 | | |
| Police Executive Research Forum | 200 | | |
| N.E. Association of Insurance Fraud Investigators | 60 | | |
| EQUIPMENT SUPPLY | 9,500 | 8,250 | 1,250 |
| Ammunition, batteries, cartridges, accessories, and other items to maintain all police and detention related equipment. | | | Increase based on a 5 yr. average (\$9,508) and new officer. This line has consistently been used to cover unforeseen spending in other accounts. Equipment supplies often get deferred for another year |
| MEALS AND REFRESHMENTS | 600 | 750 | (150) |
| Prisoner meals and refreshments for community events, professional development or training. | | | Reduction based on actual usage and history |

**FY2018 Budget Worksheet
210-Summary**

| | <u>FY18</u> | <u>FY17</u> | <u>NOTES/CHANGES</u> |
|--|-------------|-------------|--|
| UNIFORM & GEAR | 18,400 | 16,950 | 1,450 |
| Contractual obligation to provide uniforms, clothing, gear and related equipment and supplies. \$950 + \$500 cleaning = \$1,450 per officer. X 12 = \$17,400 and \$1,000 for special officers. | | | Increased with New Jan. 1 Officer |
| OTHER EXPENSES | 4,050 | 3,431 | 619 |
| Office supplies, mileage, business cards, ID cards, advertising, health and psychological screenings, printing needs etc.... | | | Increase based on a 5 yr. average (\$4,054.80). This line has consistently been used to cover unforeseen spending in other accounts |
| TRAINING AND CONFERENCES | 9,500 | 12,500 | (3,000) |
| Tuition, fees, travel, lodging and other related expenses associated with attending conferences and training seminars for Police Department Staff, for example: Chiefs conference/training, specialized training for department instructors (firearms, Taser, defensive tactics, etc.) or specialized training for investigators (computer crimes, sexual assaults, evidence collection, etc.) | | | Reduction based on actuals and Chiefs completion of Master program (Contractual obligation) |
| DUES AND MEMBERSHIPS | 8,450 | 6,000 | 2,450 |
| Communities for Restorative Justice | 1,500 | | Increases to FBI LEEDA, Restorative Justice and DVVSN; Also, added membership to accreditation associations the Harvard Sportsman Club |
| Domestic Violence Victim Assistance | 1,300 | | |
| FBI LEEDA | 350 | | |
| International Chiefs Association | 150 | | |
| MA Chiefs Association | 1,225 | | |
| Central Massachusetts Chiefs of Police Association | 100 | | |
| Middlesex Chiefs Association | 250 | | |
| Massachusetts Accreditation Association | 1,250 | | |
| New England State Police Information Network | 100 | | |
| Central Massachusetts Law Enforcement Council | 750 | | |
| Coalition of Accreditation Managers | 50 | | |
| Plymouth County Cooperative Bid | 425 | | |
| Harvard Sportsman Club | 1,000 | | |

**FY2018 Budget Worksheet
210-Summary**

| | <u>FY18</u> | <u>FY17</u> | <u>NOTES/CHANGES</u> |
|--|--------------------|--------------------|--|
| VEHICLE REPLACEMENT | 42,000 | 40,000 | 2,000 |
| Replacing oldest/least reliable vehicle in the fleet. New Ford Explorer type vehicle will be inserted into marked patrol fleet as a front line cruiser | | | 5% Increase (Vehicle and Equipment) based on actuals from last year purchase (balance pd from Maintenance) |
| TOTAL | 153,975 | 144,740 | 9,235 |

**FY2018 Budget Worksheet
215-Dispatch**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-------------------|-------------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 001-215-5114-0000 | Dispatch Salary FT | 198,886 | 192,550 | 6,336 | 3.29% | 190,218 | 186,418 | 188,615 |
| 001-215-5116-0000 | Dispatch Salary PT | 9,808 | 9,583 | 225 | 2.35% | 17,128 | 9,376 | 14,721 |
| 001-215-5134-0000 | Dispatch OT FT | 86,914 | 83,803 | 3,111 | 3.71% | 96,795 | 81,190 | 73,456 |
| 001-215-5154-0000 | Dispatch Stipend | | | 0 | 0.00% | | 3,000 | 3,000 |
| 001-215-5210-0000 | Dispatch Electric | 600 | 375 | 225 | 60.00% | 779 | 400 | 468 |
| 001-215-5243-0000 | Dispatch Equipment Maint Svc | 9,105 | 7,300 | 1,805 | 24.73% | 4,050 | 7,300 | 9,581 |
| 001-215-5305-0000 | Dispatch Software/Records Mgt | 18,200 | 19,290 | (1,090) | -5.65% | 19,803 | 19,290 | 19,605 |
| 001-215-5341-0000 | Dispatch Telephone/Radios | 1,000 | 4,130 | (3,130) | -75.79% | 4,823 | 4,130 | 1,901 |
| 001-215-5591-0000 | Dispatch Uniforms | 1,800 | 1,800 | 0 | 0.00% | 914 | 1,800 | 1,545 |
| 001-215-5599-0000 | Dispatch Office Expense | 2,500 | 2,500 | 0 | 0.00% | 2,605 | 2,500 | 2,630 |
| 001-215-5712-0000 | Dispatch Training | 1,000 | 1,000 | 0 | 0.00% | 1,716 | 1,000 | 140 |
| 001-215-5730-0000 | Dispatch Dues/Subscriptions | 1,200 | | 1,200 | | | | |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 295,608 | 285,936 | 9,672 | 3.38% | 304,142 | 279,984 | 279,792 |
| | Total Other | 35,405 | 36,395 | (990) | -2.72% | 34,689 | 36,420 | 35,871 |
| | Total Dispatch | 331,013 | 322,331 | 8,682 | 2.69% | 338,831 | 316,404 | 315,664 |
| Notes: | | | | | | | | |
| See Summary Page | | | | | | | | |

**FY2018 Budget Worksheet
215-Summary**

| | FY18 | FY17 | NOTES/CHANGES |
|---|-------------|-------------|---|
| ELECTRICITY | 600 | 375 | 225 |
| Power at the Hager and Swanson Communications sites averages \$50/month | | | Addition of new radio equipment and HVAC environmental controls |
| EQUIPMENT REPAIR & MAINT SERVICE | 9,105 | 7,300 | 1,805 |
| <i>Radios, Specialty Equipment Needs, Electrical Repairs, and related Supplies</i> | | | Some contracts re-organized from software/records |
| Copier Serv. Contract | 800 | | |
| Generator Service Contract | 750 | | |
| Other Radio Equipment R/M | 2,500 | | |
| Specialty Items | 1,500 | | |
| Misc. Repairs | 1,250 | | |
| Misc. Equipment Replacement | 1,500 | | |
| DSS Corp. IP phone recording service | 75 | | |
| Criminal Justice Information Service (CJIS) router | 730 | | |
| Service and repair to the new integrated Communications System, equipment, services and connectivity. This will increase next year with the proposed additional service contracts. | | | The general practice is to plan on a maintenance budget of 10% of the cost of system. This was a \$500K system and that would be \$50K. I would like to try a lesser amount (1%) and see what we experience |
| Access Control Service Contract (Not until FY19) | 0 | | |
| Video Camera Service Contract (Not until FY19) | 0 | | |
| SOFTWARE/RECORDS MAINT and SERVICE CONTRACTS | 18,200 | 19,290 | (1,090) |
| 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 | | | Increased rates on contract from 16K |

**FY2018 Budget Worksheet
215-Summary**

| | FY18 | FY17 | NOTES/CHANGES |
|--|---------------|---------------|--|
| DISPATCH TELEPHONE/RADIO COMMUNICATIONS | 1,000 | 4,130 | (3,130) |
| Dispatch Cell phone backup \$800; \$200 R/M | | | |
| DISPATCH UNIFORMS | 1,800 | 1,800 | 0 |
| Contractual Uniform Allowance | | | |
| 4 Full Time Dispatchers @ \$350/ea | 1,400 | | |
| 4 Part Time Dispatchers @ \$100/ea | 400 | | |
| DISPATCH OFFICE EXPENSES | 2,500 | 2,500 | 0 |
| Printer 1: B/W High Capacity Toner | 355 | | |
| Printer 2: Color toner \$261/ea x 4 colors (Both are replaced 1.5 times yearly) | 1,045 | | |
| Paper, file folders, labels, dispatch cleaning and disinfectant supplies, general office supplies and occasionally file drawers or paper shredders | 1,100 | | |
| DISPATCH TRAINING | 1,000 | 1,000 | 0 |
| Tuition, fees, travel (mileage) and other related expenses associated with attending conferences and training seminars for Dispatch Staff. | | | This line has consistently been used to cover unforeseen spending in other accounts as grant awards have been used for dispatch training when available |
| DUES AND MEMBERSHIPS | 1,200 | 0 | 1,200 |
| RangeCast IP based radio monitoring service | 500 | | |
| Weather Display | 600 | | |
| Mass Communications Supervisors Assn | 100 | | |
| TOTAL | 35,405 | 36,395 | (990) |

**FY2018 Budget Worksheet
220-Fire**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-------------------|---------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-220-5112-0000 | Fire Salary -Chief | 105,038 | 100,998 | 4,040 | 4.00% | 100,223 | 97,113 | 97,113 |
| 001-220-5114-0000 | Fire Salary -FT FF/EMT | 319,760 | 313,087 | 6,673 | 2.13% | 314,486 | 297,707 | 305,528 |
| 001-220-5116-0000 | Fire Salary -PD FF | 267,290 | 263,005 | 4,285 | 1.63% | 190,240 | 259,046 | 174,255 |
| 001-220-5124-0000 | Fire Salary -On Call | 57,385 | 56,260 | 1,125 | 2.00% | 30,197 | 60,085 | 25,682 |
| 001-220-5134-0000 | Fire OT | 88,956 | 85,909 | 3,047 | 3.55% | 99,895 | 90,270 | 107,345 |
| 001-220-5210-0000 | Fire Electricity | 6,200 | 7,000 | (800) | -11.43% | 5,804 | 6,000 | 5,980 |
| 001-220-5212-0000 | Fire Heating | 6,200 | 7,000 | (800) | -11.43% | 4,665 | 6,500 | 4,009 |
| 001-220-5241-0000 | Fire Bldg/Grounds Maint Svc | 5,400 | 5,400 | 0 | 0.00% | 2,384 | 5,400 | 2,593 |
| 001-220-5242-0000 | Fire Vehicle Maint Svc | 23,000 | 20,000 | 3,000 | 15.00% | 19,546 | 20,000 | 21,169 |
| 001-220-5243-0000 | Fire Equipment Maint Svc | 14,500 | 17,950 | (3,450) | -19.22% | 9,810 | 18,450 | 10,265 |
| 001-220-5301-0000 | Fire Ambulance Billing | 9,500 | 7,180 | 2,320 | 32.31% | 5,611 | 7,180 | 8,978 |
| 001-220-5302-0000 | Fire Medical Services | 2,400 | 2,000 | 400 | 20.00% | 1,026 | 2,000 | 2,249 |
| 001-220-5303-0000 | Fire ALS/Paramedic Svc | | | | | 420 | | |
| 001-220-5341-0000 | Fire Mobile Communications | 4,500 | 3,300 | 1,200 | 36.36% | 4,003 | 2,800 | 2,775 |
| 001-220-5441-0000 | Fire Bldg/Grounds Maint Supply | 1,600 | 1,200 | 400 | 33.33% | 2,364 | 1,200 | 2,725 |
| 001-220-5443-0000 | Fire Veh/Equipment Maint Supply | 11,500 | 13,500 | (2,000) | -14.81% | 15,906 | 13,500 | 8,611 |
| 001-220-5500-0000 | Fire Medical Supply | 6,500 | 5,750 | 750 | 13.04% | 5,797 | 5,750 | 6,029 |
| 001-220-5591-0000 | Fire Uniforms | 8,900 | 8,900 | 0 | 0.00% | 7,174 | 8,900 | 9,273 |
| 001-220-5712-0000 | Fire Training/Conferences | 1,600 | 2,900 | (1,300) | -44.83% | 670 | 2,900 | 611 |
| 001-220-5730-0000 | Fire Dues | 3,000 | 3,300 | (300) | -9.09% | 2,814 | 3,300 | 3,039 |
| 001-220-5731-0000 | Fire Certification/License | 2,000 | 2,000 | 0 | 0.00% | 895 | 2,000 | 1,664 |
| 001-220-5799-0000 | Fire Other Expenses | 2,600 | 2,100 | 500 | 23.81% | 3,021 | 2,100 | 2,711 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 838,429 | 819,259 | 19,170 | 2.34% | 735,042 | 804,221 | 709,923 |
| | Total Other | 109,400 | 109,480 | (80) | -0.07% | 91,909 | 107,980 | 92,680 |
| | Total Fire | 947,829 | 928,739 | 19,090 | 2.06% | 826,951 | 912,201 | 802,603 |
| Notes: | | | | | | | | |
| See Summary Page | | | | | | | | |

**FY2018 Budget Worksheet
220-Summary**

| | FY18 | FY17 | NOTES/CHANGE |
|--|-------------|-------------|---|
| ELECTRICITY | 6,200 | 7,000 | (800) |
| Fire Station electricity expenses, (Lights, A/C, Heat Pumps) | | | Five year avg of \$6,080. FY16 average month \$500 |
| HEATING/GAS | 6,200 | 7,000 | (800) |
| Heating costs (natural gas) for 3 furnaces and 1 hot water heater | | | Five year avg of \$5,700. FY16 average month \$475 (FY16 was a mild winter) |
| BUILDING AND GROUNDS MAINTENANCE SERVICE | 5,400 | 5,400 | 0 |
| Plumbers, Electricians, septic pumping, misc. hardware, appliances, fixtures, rug cleaning, bulbs, fire extinguishers, fire alarm, tools, supplies.... | | | |
| VEHICLE MAINTAINENCE SERVICE | 23,000 | 20,000 | 3,000 |
| 5 Pumpers serviced 1/yr x \$1600 | 8,000 | | Four year avg of \$21,421 (FY12 was an off year) |
| Ambulance service 3/yr x \$150 | 450 | | |
| Brush Engine service 2/yr x \$200 | 400 | | |
| Inspections 7 x \$150 | 1,050 | | |
| Command Car serviced 4 x \$50 + Inspection | 235 | | |
| Tires, Batteries, Brakes, Chassis Service, Pump Work etc | | | |
| EQUIPMENT MAINTAINENCE SERVICE | 14,500 | 17,950 | (3,450) |
| 5 Pump Tests | 1,150 | | Five year average of \$13,356 |
| Rescue Tools Serviced | 1,800 | | |
| SCBA Flow Test | 1,600 | | |
| Plymovent Service Contract | 2,300 | | |
| Multi Gas Meters Service | 350 | | |
| Ladder Testing | 650 | | |
| SCBA Compressor Service 2x \$700 | 1,400 | | |
| Radio/Equipment misc repairs etc | 5,250 | | |

**FY2018 Budget Worksheet
220-Summary**

| | FY18 | FY17 | NOTES/CHANGE |
|---|-------------|-------------|--|
| AMBULANCE BILLING | 9,500 | 7,180 | 2,320 |
| 333 Medical Runs 2013, 345 Medical Runs 2014, 381 Medical Runs 2015, 428 Medical Runs 2016 (as of 12/13/16) | | | FY16 actual close to \$9,000; Spoke with Medical Billing CEO: Recommends increasing \$9,500 for projected increase in runs |
| MEDICAL SERVICES | 2,400 | 2,000 | 400 |
| Pre Employment Physicals \$800 x 3 | | | Have been hiring an average of three new hires a year (per diem and full time) |
| MOBILE COMMUNICATIONS | 4,500 | 3,300 | 1,200 |
| Mobile Data Terminal access fee 5 units x \$40/mo | 2,400 | | Includes new mobile data terminal to fleet in new engine |
| Cellular Phones 4 Phones @ \$130/mo | 1,560 | | |
| Repair/Maintenance/Replacement est | 400 | | |
| BLDG/GROUNDS MAINTAINENCE SUPPLIES | 1,600 | 1,200 | 400 |
| Toilet Paper, Soap, Paper Towels, Cleaning Supplies, Bottle Water, Hardware Needs, etc... | | | |
| VEHICLE/EQUIPMENT MAINTAINENCE SUPPLIES | 11,500 | 13,500 | (2,000) |
| Fire Equipment, Radio Equipment, Batteries, Vehicle Equipment and other related equipment | | | |
| MEDICAL SUPPLIES | 6,500 | 5,750 | 750 |
| Medical Supplies, Equipment, Medication, Oxygen. | | | Price increase in medications |
| UNIFORMS | 8,900 | 8,900 | 0 |
| Uniforms, clothing, and related equipment per contracts | | | |
| Full-Time \$900 x 5 | 4,500 | | |
| Chief \$950 + \$500 Cleaning | 1,450 | | |
| Per-Diem's \$100 x 29 | 2,950 | | |

**FY2018 Budget Worksheet
220-Summary**

| | FY18 | FY17 | NOTES/CHANGE |
|--|----------------|----------------|---------------------|
| TRAINING AND CONFERENCES | 1,600 | 2,900 | (1,300) |
| Professional Development | 300 | | |
| Lodging | 250 | | |
| Monthly Meetings \$55 x 12 | 660 | | |
| Academy Classes \$20 x 6 | 120 | | |
| Text Books | 200 | | |
| DUES | 3,000 | 3,300 | (300) |
| Fire Dist 14 Dues | 2,400 | | |
| IAFC Membership | 240 | | |
| NFPA Membership | 300 | | |
| CERTIFICATIONS / LICENSE | 2,000 | 2,000 | 0 |
| Controlled Substance | 300 | | |
| Ambulance License | 600 | | |
| Car Seat Recertification | 100 | | |
| EMT Recertification \$145 x 7 | 1,015 | | |
| OTHER EXPENSES | 2,600 | 2,100 | 500 |
| Ecore Scheduler Subscription | 780 | | |
| eDispatch, Subscription | 1,128 | | |
| Office supplies, business cards, Subscriptions, etc... | | | |
| TOTAL | 109,400 | 109,480 | (80) |

**FY2018 Budget Worksheet
241-Building Inspector**

| Account Number | Account Name | FY18 | FY17 | FY18 | FY18 | FY17 | FY16 | FY16 | |
|--|------------------------------------|------------------|--------|---------|----------|--------|--------|--------|--|
| | | Submitted Budget | Budget | vs FY17 | vs FY17 | Actual | Budget | Actual | |
| 001-241-5112-0000 | Building Insp Salary | 72,777 | 69,609 | 3,168 | 4.55% | 69,060 | 68,581 | 64,445 | |
| 001-241-5124-0000 | Building Insp Salary Coverage | 0 | 2,602 | (2,602) | -100.00% | 0 | 1,282 | 0 | |
| 001-241-5242-0000 | Building Insp Vehicle Maint Svc | 120 | 100 | 20 | 20.00% | 85 | 100 | 53 | |
| 001-241-5306-0000 | Building Insp Consulting | 18,000 | 7,500 | 10,500 | 140.00% | 2,598 | 7,500 | 1,009 | |
| 001-241-5599-0000 | Building Insp Office Supplies | 500 | 1,845 | (1,345) | -72.90% | 1,580 | 1,000 | 924 | |
| 001-241-5711-0000 | Building Insp Mileage | 555 | 270 | 285 | 105.56% | 446 | 300 | 397 | |
| 001-241-5712-0000 | Building Insp Training/Conferences | 2,280 | 1,375 | 905 | 65.82% | 580 | 750 | 555 | |
| 001-241-5730-0000 | Building Insp Dues | 130 | 125 | 5 | 4.00% | 75 | 125 | 125 | |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 72,777 | 72,211 | 566 | 0.78% | 69,060 | 69,863 | 64,445 | |
| | Total Other | 21,585 | 11,215 | 10,370 | 92.47% | 5,364 | 9,775 | 3,062 | |
| | Total Building Insp | 94,362 | 83,426 | 10,936 | 13.11% | 74,424 | 79,638 | 67,507 | |
| Notes: | | | | | | | | | |
| Salary: Grade 16, Step 4 | | | | | | | | | |
| Coverage: 80 hours @ \$34.99/hr | | | | | | | | | |
| Consulting: Have contracted for services to help oversee Paddock Estates. Note that if additional projects come to fruition, this amount will be offset in GF by additional revenue as we plan to ask the project for funds for an inspector | | | | | | | | | |
| Office Supplies: Misc supplies & books | | | | | | | | | |
| Mileage: (personal vehicle for trainings) 1000 miles @ IRS rate | | | | | | | | | |
| Training/Conferences: NE @ Umass Amherst (\$660), MetroWest (\$75), Procurement Training (\$695); New code year training (\$850) | | | | | | | | | |
| Dues: MBCIA (\$75) & MW Building Officials (\$55) | | | | | | | | | |

**FY2018 Budget Worksheet
291-Animal Ctrl**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-291-5116-0000 | ACO Salary | 1,660 | 2,787 | (1,127) | -40.44% | 1,139 | 2,746 | 1,363 |
| 001-291-5341-0000 | ACO Telephone | 325 | 325 | 0 | 0.00% | 275 | 300 | 303 |
| 001-291-5711-0000 | ACO Travel | 225 | 220 | 5 | 2.27% | 126 | 0 | 165 |
| 001-291-5799-0000 | ACO Other Expenses | | | 0 | 0.00% | | 150 | 0 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 1,660 | 2,787 | (1,127) | -40.44% | 1,139 | 2,746 | 1,363 |
| | Total Other | 550 | 545 | 5 | 0.92% | 401 | 450 | 468 |
| | Total ACO | 2,210 | 3,332 | (1,122) | -33.67% | 1,540 | 3,196 | 1,831 |
| Notes: Rounded Totals | | | | | | | | |
| Salary: Est 80 hours @ \$20.75 Better reporting is still flexing totals | | | | | | | | |
| Telephone: 12 mo @ \$26 | | | | | | | | |
| Travel: Mileage Reimb submitted quarterly Est 80 calls @ 5 mi @ IRS rate | | | | | | | | |

**FY2018 Budget Worksheet
292-Animal Ctrl -Dogs & Cats**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|------------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-292-5114-0000 | ACO Dog & Cat Salary | 14,997 | 14,158 | 839 | 5.93% | 13,221 | 11,507 | 11,507 |
| 001-292-5242-0000 | ACO Dog & Cat Vehicle Maint Svc | 1,135 | | 1,135 | | 93 | | |
| 001-292-5270-0000 | ACO Dog & Cat Rental of Facilities | 600 | 600 | 0 | 0.00% | 600 | 600 | 600 |
| 001-292-5302-0000 | ACO Dog & Cat Veterinary Svc | 300 | 150 | 150 | 100.00% | 208 | 150 | 229 |
| 001-292-5341-0000 | ACO Dog & Cat Telephone | 800 | 600 | 200 | 33.33% | 561 | 600 | 986 |
| 001-292-5599-0000 | ACO Dog & Cat Supplies | 500 | 500 | 0 | 0.00% | 239 | 500 | 0 |
| 001-292-5711-0000 | ACO Dog & Cat Travel | 0 | 3,000 | (3,000) | -100.00% | 819 | 1,000 | 2,850 |
| 001-292-5712-0000 | ACO Dog & Cat Training/Conferences | 300 | | 300 | | 194 | | |
| | Other Misc Expenses -History | | | | | (1,297) | | |
| | Total Salary | 14,997 | 14,158 | 839 | 5.93% | 13,221 | 11,507 | 11,507 |
| | Total Other | 3,635 | 4,850 | (1,215) | -25.05% | 1,416 | 2,850 | 4,665 |
| | Total ACO Dog & Cat | 18,632 | 19,008 | (376) | -1.98% | 14,637 | 14,357 | 16,172 |
| Notes: | | | | | | | | |
| ACO salary reviewed by Pers. Board: Placed on Grade 10, Step 4 | | | | | | | | |
| Vehicle Maintenance added / Travel deleted | | | | | | | | |
| Other increases to telephone and vet services are based on previous usage | | | | | | | | |
| Training expenses for this position is required | | | | | | | | |
| **Costs are shared with Littleton and Stow, transfers to general fund supplement Total Other expenses | | | | | | | | |

**FY2018 Budget Worksheet
292-Summary**

| | | | <u>FY18</u> | <u>FY17</u> | <u>NOTES/CHANGES</u> |
|---|-----|--------------|--------------|--------------|--|
| VEHICLE REPAIR & MAINT SERVICE | | | 1,135 | 0 | 1,135 |
| Maintenance and repair of ACO vehicles: & Tire Rotation \$55/ea. x 5 times | LOF | 275 | | | |
| Vehicle Alignment x 1/yr | | 125 | | | |
| 4 Tires mount and balanced x 1/yr | | 550 | | | |
| 1 flat Tire replacement with Mount/Bal | | 135 | | | |
| Non warranty Repairs | | 500 | | | |
| Battery and Electrical Repairs | | 250 | | | |
| State Inspection | | 35 | | | |
| Supplies/Wipers/Fluids/Bulbs/Etc | | 65 | 15 | | |
| RENTAL OF FACILITIES | | | 600 | 600 | 0 |
| Dog Kennels | | | | | |
| VETERINARY SERVICES | | | 300 | 150 | 150 |
| Emergency Services and euthanasia for unclaimed animals | | | | | |
| TELEPHONE | | | 800 | 600 | 200 |
| Cellphone \$600 /yr; repair, maintenance, and/or replacement \$200 | | | | | |
| SUPPLIES | | | 500 | 500 | 0 |
| Leashes, catch poles, crates, food, gloves, bowls and other misc supplies | | | | | |
| TRAVEL | | | 0 | 3,000 | (3,000) |
| Mileage reimbursement for use of personal vehicle | | | | | POV no longer used, costs transferred to vehicle maintenance |
| TRAINING | | | 300 | 0 | 300 |
| State certification training | | | | | |
| | | | 3,635 | 4,850 | (1,215) |
| | | TOTAL | | | |

**FY2018 Budget Worksheet
299-Field Driver**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-------------------------------|------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-299-5124-0000 | Field Driver Salary | 45 | 45 | 0 | 0.00% | 45 | 45 | 45 |
| 001-299-5711-0000 | Field Driver Mileage | 20 | 20 | 0 | 0.00% | | 25 | 2 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 45 | 45 | 0 | 0.00% | 45 | 45 | 45 |
| | Total Other | 20 | 20 | 0 | 0.00% | 0 | 25 | 2 |
| | Total Field Driver | 65 | 65 | 0 | 0.00% | 45 | 70 | 47 |
| Notes: | | | | | | | | |
| Stipend per Compensation Plan | | | | | | | | |
| Est mileage, call based | | | | | | | | |

**FY2018 Budget Worksheet
310-Minuteman**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|---------------------------|-----------------------|----------------|-----------------|----------------|----------------|----------------|----------------|
| 001-310-5320-0000 | Minuteman Tuition | 121,284 | | 121,284 | | | | |
| 001-310-5330-0000 | Minuteman Transportation | 36,000 | | 36,000 | | | | |
| 001-310-5601-0000 | Minuteman Assessment | 7,948 | 165,293 | (157,345) | -95.19% | 197,492 | 165,340 | 165,340 |
| | RJGrey Program Assessment | 0 | 32,199 | (32,199) | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 165,232 | 197,492 | (32,260) | -16.33% | 197,492 | 165,340 | 165,340 |
| | Total Minuteman | 165,232 | 197,492 | (32,260) | -16.33% | 197,492 | 165,340 | 165,340 |
| Notes: | | | | | | | | |
| Tuition Based on 3 current students & 3 anticipated students Confirmed 2/28/17 | | | | | | | | |
| One Transportation Estimate perdiem rate | | | | | | | | |
| Assessment is Capital obligations only | | | | | | | | |
| Breakout RJGrey Assessment to show changes w/ ABRSD | | | | | | | | |

**FY2018 Budget Worksheet
311-Assabet**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|------------------------|-----------------------|-------------|---------------|--------------------|-------------|-------------|-------------|
| 001-311-5320-0000 | Assabet Tuition | 16,464 | | 16,464 | | | | |
| 001-311-5330-0000 | Assabet Transportation | 32,400 | | 32,400 | | | | |
| 001-311-5601-0000 | Assabet Assessment | 0 | 0 | 0 | 0.00% | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 48,864 | 0 | 48,864 | 4886400.00% | 0 | 0 | 0 |
| | Total Assabet | 48,864 | 0 | 48,864 | 4886400.00% | 0 | 0 | 0 |
| Notes: | | | | | | | | |
| Based on 2 Applications 2/28/17; Confirmed 1 application 3/27/17 | | | | | | | | |
| One Transportation Estimate per diem rate | | | | | | | | |

**FY2018 Budget Worksheet
312-Nashoba**

| | | FY18 | | | | | | | |
|-------------------|------------------------|------------------|-------------|--|--------------|--------------|-------------|-------------|-------------|
| Account Number | Account Name | Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
| | | | | | | | | | |
| | | | | | | | | | |
| 001-312-5320-0000 | Nashoba Tuition | | | | | | | | |
| 001-312-5330-0000 | Nashoba Transportation | | | | | | | | |
| 001-312-5601-0000 | Nashoba Assessment | | 0 | | 0 | 0.00% | | | |
| | | | | | | | | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Nashoba | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| Notes: | | | | | | | | | |

**FY2018 Budget Worksheet
320-ABRSD**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|---------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-320-5601-0000 | ABRSD Assessment | 11,565,110 | 11,503,148 | 61,962 | 0.54% | 11,503,148 | 11,120,240 | 11,120,240 |
| 001-320-5601-0000 | RJGrey Program Assessment | 28,671 | | 28,671 | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 11,593,781 | 11,503,148 | 90,633 | 0.79% | 11,503,148 | 11,120,240 | 11,120,240 |
| | Total ABRSD | 11,593,781 | 11,503,148 | 90,633 | 0.79% | 11,503,148 | 11,120,240 | 11,120,240 |
| Notes: | | | | | | | | |
| Supt Budget approved 2/2/17; Public Meeting approved 2/16/17 | | | | | | | | |

**FY2018 Budget Worksheet
320-Summary**

**School Year 2017-2018
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
Analysis of Assessments - Projected State Aid Numbers
TABLE 6 - 2/16/17**

| | GROSS BUDGET 2017-2018 | ACTON 84.91% 83.75% | BOXBOROUGH 15.09% 16.25% |
|---|---------------------------------------|------------------------------------|---|
| EXPENDITURES INSIDE DEBT LIMIT: | | | |
| OPERATING BUDGET | \$82,326,048 | \$69,903,047 | \$12,423,001 |
| OPEB TRUST FUND CONTRIBUTION | \$900,000 | \$764,190 | \$135,810 |
| MINUTEMAN ASSESSMENT | \$190,000 | \$161,329 | \$28,671 |
| LOWER FIELDS CONSTRUCTION DEBT SERVICE | \$87,718 | \$77,850 | \$9,868 |
| CAPITAL OUTLAY -BUILDINGS | \$770,725 | \$654,423 | \$116,302 |
| TOTAL INSIDE DEBT LIMIT | \$84,274,491 | \$71,560,839 | \$12,713,652 |
| EXPENDITURES OUTSIDE DEBT LIMIT (PREVIOUSLY AUTHORIZED BY REGION): | | | |
| CONSTRUCTION DEBT SERVICE (FOR JHS & SHS/AUTHORIZED OUTSIDE PROP 2 1/2) | \$385,720 | \$342,327 | \$43,394 |
| SH CONSTRUCTION/RENOVATION | \$1,430,280 | \$1,269,374 | \$160,907 |
| | \$1,816,000 | \$1,611,700 | \$204,300 |
| GROSS BUDGET-Subtotal | \$86,090,491 | \$73,172,539 | \$12,917,952 |
| SHARE OF DEBT SERVICE ELEMENTARY SCHOOLS- PAID BY TOWNS | \$829,912 | \$704,678 | \$125,234 |
| TOTAL REGIONAL DISTRICT EXPENDITURES | \$86,920,403 | \$73,877,217 | \$13,043,186 |
| OTHER FINANCING SOURCES: | | | |
| CHAPTER 70 BASE AID | \$14,804,931 | \$12,570,867 | \$2,234,064 |
| CHARTER SCHOOL AID | \$25,350 | \$21,525 | \$3,825 |
| REGIONAL SCHOOL TRANSPORTATION (Cherry Sheet) | \$1,307,373 | \$1,110,090 | \$197,283 |
| REGIONAL BONUS AID & MISC REVENUES | \$179,000 | \$151,989 | \$27,011 |
| TRANSFER FROM RESERVES (Excess & Deficiency) | \$450,000 | \$382,095 | \$67,905 |
| TOTAL OTHER FINANCING SOURCES | \$16,766,654 | \$14,236,566 | \$2,530,088 |
| TOWN ASSESSMENTS | \$70,153,749 | \$59,640,651 | \$10,513,098 |

FY2018 Budget Worksheet 320-Summary

Calculation of Final Assessments Per Appendix A to Revised Regional Agreement ·FY18

| Description | TOTAL | ACTON | BOXBOROUGH |
|---|---------------------|---------------------|---------------------|
| Project Total Benefit Amount | \$1,873,119 | | |
| Base Budgets | \$68,102,867 | \$56,675,977 | \$11,426,890 |
| Benefit Percentage Shares | | 82.5% | 17.5% |
| Share of Benefits | \$1,873,119 | \$1,545,323 | \$327,796 |
| Reduce Base Budgets By Benefit Shares | \$66,229,748 | \$55,130,654 | \$11,099,094 |
| Recalculated Assessment Percentages Based On Benefit Shares Applied To Base Budget | 100.00% | 83.24% | 16.76% |
| | | | |
| Input Table 6 Result From FY18 Actual Budget | \$70,153,749 | \$59,640,651 | \$10,513,098 |
| Assessment Percentages With Actual Budget | | 85.01% | 14.99% |
| Shift In Percentage Shares | | 1.77% | -1.77% |
| | | | |
| Final Assessment AT FIXED ASSESSMENT % PER APPENDIX A LESS DEBT PAID DIRECT BY TOWN- PER IMA Section 6 Amount due from each town | \$70,153,749 | \$58,397,052 | \$11,756,697 |
| | (\$829,912) | (\$666,996) | (\$162,916) |
| | \$69,323,837 | \$57,730,056 | \$11,593,781 |

| | | | |
|---------------------------------|--------------|--------------|--------------|
| FY17 Assessments | \$67,050,245 | \$55,547,097 | \$11,503,148 |
| increase | \$2,273,592 | \$2,182,959 | \$90,633 |
| % | 3.4% | 3.9% | 0.8% |
| FY16 Assessments | \$64,291,249 | \$53,171,009 | \$11,120,240 |
| increase | \$5,032,588 | \$4,559,047 | \$473,541 |
| % | 7.8% | 8.6% | 4.3% |
| FY15 Assessments | \$60,284,722 | \$49,690,145 | \$10,594,577 |
| FY15 additional assessment MCRS | \$451,297 | \$384,255 | \$67,042 |
| increase | \$60,736,019 | \$50,074,400 | \$10,661,619 |
| % | \$3,555,230 | \$3,096,609 | \$458,621 |
| | 5.9% | 6.2% | 4.3% |

**FY2018 Budget Worksheet
320-Summary**

2/02/2017
FY18 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) | \$341,700.00 | \$290,137.47 | \$51,562.53 |
| SBAB REIMBURSEMENT BUILDING ADDITION BLANCHARD SCHOOL (Authorized FY06) | (\$284,091.00) | (\$241,221.67) | (\$42,869.33) |
| HAGER WELL (WATER & SEWER) (Authorized FY00) | \$72,300.00 | \$61,389.93 | \$10,910.07 |
| TWIN SCHOOLS (Authorized FY03) | \$1,475,000.00 | \$1,252,422.50 | \$222,577.50 |
| SBAB REIMBURSEMENT TWIN SCHOOLS (Authorized FY03) | (\$922,673.00) | (\$783,441.64) | (\$139,231.36) |
| TOTAL OUTSIDE DEBT LIMIT | \$682,236.00 | \$579,286.59 | \$102,949.41 |
| SCHOOL RELATED DEBT SERVICE AUTHORIZED BY BOXBOROUGH TOWN MEETING: | | | |
| REPLACEMENT OF PORTION OF BLANCHARD MEMORIAL ROOF (Authorized FY12) | \$19,038.00 | \$16,165.17 | \$2,872.83 |
| REPLACEMENT OF WINDOWS (Authorized FY13) | \$8,069.00 | \$6,851.39 | \$1,217.61 |
| SECURITY UPGRADES AT BLANCHARD MEMORIAL SCHOOL (Authorized FY13) | \$5,900.00 | \$5,009.69 | \$890.31 |
| TOTAL TOWN OF BOXBOROUGH SCHOOL DEBT SERVICE | \$33,007.00 | \$28,026.24 | \$4,980.76 |
| SCHOOL RELATED DEBT SERVICE AUTHORIZED BY ACTON TOWN MEETING: | | | |
| CONANT SCHOOL (Authorized FY10) | \$18,251.25 | \$15,497.14 | \$2,754.11 |
| SCHOOL FACILITIES (Authorized FY10) | \$73,005.00 | \$61,988.55 | \$11,016.45 |
| DOUGLAS ROOF (Authorized FY09) | \$23,412.50 | \$19,879.55 | \$3,532.95 |
| TOTAL TOWN OF ACTON SCHOOL DEBT SERVICE | \$114,668.75 | \$97,365.24 | \$17,303.51 |
| SHARE OF DEBT SERVICE ELEMENTARY SCHOOLS- PAID BY TOWNS | \$829,911.75 | \$704,678.07 | \$125,233.68 |
| | (\$829,912.00) | (\$666,996.00) | (\$162,916.00) |
| | (\$0.25) | \$37,682.07 | (\$37,682.32) |

**FY2018 Budget Worksheet
422-Public Works**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|-------------------|-----------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-422-5112-0000 | DPW Salary -Director | 84,055 | 84,055 | 0 | 0.00% | 83,398 | 82,812 | 82,812 |
| 001-422-5113-0000 | DPW Salary - Business Admin | 55,640 | | 55,640 | | | | |
| 001-422-5114-0000 | DPW Salary | 392,746 | 385,210 | 7,536 | 1.96% | 349,313 | 373,037 | 355,408 |
| 001-422-5115-0000 | DPW Salary -Clerical | | 51,741 | (51,741) | -100.00% | 51,344 | 51,184 | 51,184 |
| 001-422-5134-0000 | DPW OT | 16,382 | 16,002 | 380 | 2.37% | 22,467 | 14,254 | 16,521 |
| 001-422-5210-0000 | DPW Electricity | 4,500 | 4,000 | 500 | 12.50% | 4,367 | 2,500 | 4,302 |
| 001-422-5210-0630 | Playing Fields Electricity | 1,300 | | 1,300 | | | | |
| 001-422-5212-0000 | DPW Heating | 4,000 | 4,000 | 0 | 0.00% | 3,310 | 4,000 | 2,801 |
| 001-422-5241-0000 | DPW Bldg/Grounds Maint Svc | 11,600 | 6,500 | 5,100 | 78.46% | 12,156 | 6,000 | 7,195 |
| 001-422-5241-0630 | Playing Fields Maintenance | 4,900 | | 4,900 | | | | |
| 001-422-5242-0000 | DPW Vehicle Maint Svc | 18,000 | 18,000 | 0 | 0.00% | 21,456 | 12,000 | 18,890 |
| 001-422-5302-0000 | DPW Medical Svc | 1,000 | 1,000 | 0 | 0.00% | 438 | 900 | 430 |
| 001-422-5331-0000 | DPW Street Maint Supply | 7,700 | 9,500 | (1,800) | -18.95% | 11,674 | 9,500 | 9,056 |
| 001-422-5341-0000 | DPW Cell Phones | 5,000 | 3,000 | 2,000 | 66.67% | 3,891 | 2,500 | 2,553 |
| 001-422-5399-0000 | DPW Other Services | 4,000 | 7,500 | (3,500) | -46.67% | 5,098 | 10,250 | 6,696 |
| 001-422-5441-0000 | DPW Bldg/Grounds Maint Supply | 5,000 | 7,000 | (2,000) | -28.57% | 5,840 | 7,000 | 7,114 |
| 001-422-5441-0630 | Playing Fields Maintenance Supply | 8,000 | | 8,000 | | | | |
| 001-422-5442-0000 | DPW Vehicle Maint Supply | 17,000 | 17,000 | 0 | 0.00% | 13,063 | 19,000 | 16,972 |
| 001-422-5580-0000 | DPW Tools/Equipment | 8,000 | 8,000 | 0 | 0.00% | 4,773 | 8,000 | 5,665 |
| 001-422-5591-0000 | DPW Uniforms | 6,500 | 6,800 | (300) | -4.41% | 5,549 | 6,000 | 6,039 |
| 001-422-5599-0000 | DPW Other Office Exp | 750 | 750 | 0 | 0.00% | 1,113 | 750 | 1,216 |
| 001-422-5712-0000 | DPW Training/Conferences | 3,000 | 500 | 2,500 | 500.00% | 918 | 500 | 629 |
| 001-422-5730-0000 | DPW Dues | 200 | 200 | 0 | 0.00% | 100 | 200 | 100 |
| 001-422-5731-0000 | DPW Certification/License | 620 | 400 | 220 | 55.00% | 270 | 400 | 435 |
| | Other Misc Expenses -History | | | | | 40,808 | | |
| | Total Salary | 548,823 | 537,008 | 11,815 | 2.20% | 506,522 | 521,287 | 505,925 |
| | Total Other | 111,070 | 94,150 | 16,920 | 17.97% | 134,824 | 89,500 | 90,092 |
| | Total DPW | 659,893 | 631,158 | 28,735 | 4.55% | 641,345 | 610,787 | 596,017 |

FY2018 Budget Worksheet
422-Public Works

| | |
|--|--|
| Notes: Director Salary level funded pending contract negotiation | |
|--|--|

**FY2018 Budget Worksheet
422-Summary**

| | FY18 | FY17 | NOTES/CHANGE |
|--|-------------|-------------|---|
| ELECTRICITY | | 4,000 | 1,800 |
| DPW Mass Ave | 4,500 | | Average \$375 +/- a month HWY |
| Add Rec 3 Fields @ \$25/mo/6mo and \$200/mo/6 mo | 1,300 | | |
| HEATING/GAS | 4,000 | 4,000 | 0 |
| Heating costs (natural gas) for garage & office | | | Building gas consumption based on historical average |
| BUILDING & GROUNDS MAINTENANCE SVC | | 6,500 | 10,000 |
| DPW: Fire Extinguisher Service 25*\$13 each, Line Striping Streets \$2400+Parking & Stops \$2050, Catch Basin Cleaning \$5000, Generator Service \$800, Misc Electrician/Plumber | 11,600 | | Separate maintenance at Playing Fields & Re-organized Street Services from Supply |
| Playing Fields: Irrigation On/Off \$1200/\$750, Ball field Machinery Rental 2x\$400, Porta-Potties 3x7mo @\$77, Misc Irrigation work | 4,900 | | |
| VEHICLE MAINTAINANCE | 18,000 | 18,000 | 0 |
| Inspections | 1,800 | | |
| Tires | 6,000 | | |
| Oil Changes 18x2/yr @\$250 | 9,000 | | |
| RBG | 550 | | |
| Misc Filters/Brakes/Rotors/Tire Repair etc | | | |
| MEDICAL SVC | 1,000 | 1,000 | 0 |
| DOT Physicals 4@\$150 (Rotating), Drug Testing 8@\$55 | | | |
| STREET MAINT SUPPLY | 7,700 | 9,500 | (1,800) |
| Street Signs | 1,200 | | Moved Line Striping and Catch Basin Cleaning to Blg/Grnds |
| Cold Patch/Hot Top | 4,000 | | |
| Sweeper Brooms | 500 | | |
| Structures/Blocks (estimated average year) | 2,000 | | |
| CELL PHONES | 5,000 | 3,000 | 2,000 |
| 9 phones @ \$400/mo + 1 replacement @\$200 | | | New Cell Plan/Upgraded Phones in 2016 |

**FY2018 Budget Worksheet
422-Summary**

| | FY18 | FY17 | NOTES/CHANGE |
|---|-------------|-------------|--|
| OTHER SERVICES | 4,000 | 7,500 | (3,500) |
| Out of Town Police Details, Towing, etc | | | Moved Line Striping and Catch Basin Cleaning to Blg/Grnds |
| BLDG & GRNDS SUPPLY | | 7,000 | 6,000 |
| DPW: Cleaning Supplies, Trash Bags, Restroom Supplies, Rakes, Shovels, Brooms, | 5,000 | | |
| Playing Fields: Picnic Tables 9x\$300, Maintenance Sprinkler heads est \$1000, Mulch \$850, Parking Lots Gravel \$2010, Fertilizer 2x\$720 | 8,000 | | |
| VEHICLE MAINT SUPPLY | 17,000 | 17,000 | 0 |
| Oil, Stabilizer, Winterizer, Bulbs, Filters, Belts, Cutting Edges, Teeth, Rust Inhibitor/Paint, Mower Blades, Whips, Hydraulic Parts, Covers, etc | | | Try to perform as much fleet maintenance in-house as possible |
| TOOLS/EQUIPMENT | 8,000 | 8,000 | 0 |
| Socket Sets, Drills, Vehicle Engine Scanner, Tool Box, Airgas/Welding supplies, Crimping Tool, Jack, Sweeper broom \$700 | | | |
| UNIFORMS & CLEANING | 6,500 | 6,800 | (300) |
| Boots 8@\$120, Tshirts \$350, Sweatshirts \$600, Socks/Gloves/Eyewear/etc, Weekly Cleaning 52x\$60=\$3120, | | | |
| OTHER OFFICE EXPENSES | 750 | 750 | 0 |
| Office supplies, printing needs etc... | | | |
| TRAINING AND CONFERENCES | 3,000 | 500 | 2,500 |
| Procurement Training | 800 | | 3 Additional trainings added |
| Well Technician Training (est) | 1,000 | | |
| Hoisting Training (est) | 700 | | |
| New England Grows Convention, mileage, hotel, etc | 500 | | |
| DUES AND MEMBERSHIPS | 200 | 200 | 0 |
| Mass Highway, Mass Arborists | | | |

**FY2018 Budget Worksheet
422-Summary**

| | <u>FY18</u> | <u>FY17</u> | <u>NOTES/CHANGE</u> |
|---|----------------|---------------|---------------------|
| CERTIFICATION/LICENSE Hoisting Renewal 5@\$60, Class 2 Renewal 4@80 | 620 | 400 | 220 |
| TOTAL | 111,070 | 94,150 | 16,920 |

**FY2018 Budget Worksheet
423-Snow & Ice**

| Account Number | Account Name | FY18 | FY17 | FY18 | FY18 | FY17 | FY16 | FY16 |
|---|------------------------------|------------------|---------|---------|---------|------------------------------|----------|---------|
| | | Submitted Budget | Budget | vs FY17 | vs FY17 | Actual | Budget | Actual |
| 001-423-5126-0000 | S&I Seasonal Wages | 5,822 | 5,708 | 114 | 2.00% | 8,322 | 5,623 | 3,136 |
| 001-423-5134-0000 | S&I OT | 58,515 | 57,173 | 1,342 | 2.35% | 51,729 | 55,116 | 35,123 |
| 001-423-5243-0000 | S&I Equipment Maint Svc | 11,000 | 9,000 | 2,000 | 22.22% | 17,350 | 10,774 | 12,962 |
| 001-423-5442-0000 | S&I Vehicle Maint Supply | 10,000 | 10,200 | (200) | -1.96% | 5,068 | 10,200 | 10,017 |
| 001-423-5490-0000 | S&I Meals/Refreshments | 800 | 1,000 | (200) | -20.00% | 629 | | 201 |
| 001-423-5531-0000 | S&I Street Maint Supply | 95,000 | 85,675 | 9,325 | 10.88% | 137,829 | 85,636 | 91,675 |
| 001-423-5820-0000 | S&I Equipment | 12,000 | | 12,000 | | | | |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 64,337 | 62,881 | 1,456 | 2.32% | 60,051 | 60,739 | 38,258 |
| | Total Other | 128,800 | 105,875 | 22,925 | 21.65% | 160,875 | 106,610 | 114,854 |
| | Total Snow & Ice | 193,137 | 168,756 | 24,381 | 14.45% | 220,926 | 167,349 | 153,113 |
| Notes: | | | | | | Difference Budget to Actual: | | |
| ***May not reduce funding | | | | | | Salary | 2,830 | 22,481 |
| Salary: Average hours | | | | | | Other | (55,000) | (8,244) |
| Equipment/Vehicles: Aging fleet, increased maintenance due to several hard winters. Still catching up | | | | | | Total | (52,170) | 14,236 |
| Meals: Still testing averages | | | | | | Deficit funding source: | | |
| Street Maintenance: Consistently overspent and use of RFT. Increase to 5 year average cost | | | | | | ATM 55K | | IFT 5K |
| Equipment: Replace 1 plow each year, average life 7-10 years, 14 plows in fleet | | | | | | | | /RFT |

**FY2018 Budget Worksheet
424-Street Lighting**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---------------------------------------|-----------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-424-5210-0000 | Street Lighting | 5,000 | 5,500 | (500) | -9.09% | 4,784 | 3,000 | 4,375 |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 5,000 | 5,500 | (500) | -9.09% | 4,784 | 3,000 | 4,375 |
| | Total Street Lighting | 5,000 | 5,500 | (500) | -9.09% | 4,784 | 3,000 | 4,375 |
| Notes: | | | | | | | | |
| 5 Accounts, Average \$406/month total | | | | | | | | |

**FY2018 Budget Worksheet
425-Hager Well**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|------------------------------|-----------------------|---------------|----------------|----------------|---------------|---------------|---------------|
| 001-425-5210-0000 | Hager Well Electric | 2,500 | 2,800 | (300) | -10.71% | 2,433 | 2,400 | 2,320 |
| 001-425-5243-0000 | Hager Well Maint Svc | 21,000 | 25,000 | (4,000) | -16.00% | 41,229 | 20,000 | 17,548 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 23,500 | 27,800 | (4,300) | -15.47% | 43,662 | 22,400 | 19,868 |
| | Total Hager Well | 23,500 | 27,800 | (4,300) | -15.47% | 43,662 | 22,400 | 19,868 |
| Notes: | | | | | | | | |
| Electric: Heater unit at Well Site, 4 year average \$2.4K | | | | | | | | |
| Maintenance Svc: Contract Rate \$685x12 + Testing, Lab Fees, General Maintenance (FY17 included 5-year cleaning), Generator Servicing \$1000 (New) | | | | | | | | |
| ** 70-75% reimbursed by District into GF Revenue | | | | | | | | |

**FY2018 Budget Worksheet
429-Fuel**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|-------------------------------|-----------------------|---------------|--------------|--------------|---------------|---------------|---------------|
| 001-429-5399-0000 | Fuel System Testing/Maint Svc | 7,000 | 7,000 | 0 | 0.00% | 6,545 | 6,500 | 7,473 |
| 001-429-5536-0000 | Fuel | 69,175 | 68,300 | 875 | 1.28% | 67,182 | 65,575 | 56,519 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 76,175 | 75,300 | 875 | 1.16% | 73,727 | 72,075 | 63,992 |
| | Total Fuel | 76,175 | 75,300 | 875 | 1.16% | 73,727 | 72,075 | 63,992 |
| Notes: | | | | | | | | |
| Testing Svc: Cyclical Testing pd early in year \$5250; Maintenance service as needed | | | | | | | | |
| Fuel: | | Price | Est Gallons | Total | | | | |
| FY18 Based on 2 year actual averages | Unleaded | 2.20 | 20,000 | 44,000 | | | | |
| | Diesel | 2.65 | 9,500 | 25,175 | | | | |
| New ACO vehicle added to fleet | | | | 69,175 | | | | |
| For Reference: | FY17 Unleaded Estimates | 2.20 | 19,000 | 41,800 | | | | |
| | FY17 Diesel Estimates | 2.65 | 10,000 | 26,500 | | | | |
| | | | | 68,300 | | | | |

**FY2018 Budget Worksheet
431-Hazardous Waste**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|--------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-431-5399-0000 | Hazardous Waste Disposal | 0 | 10,000 | (10,000) | -100.00% | 5,470 | 0 | 0 |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 0 | 10,000 | (10,000) | -100.00% | 5,470 | 0 | 0 |
| | Total Hazardous Waste | 0 | 10,000 | (10,000) | -100.00% | 5,470 | 0 | 0 |
| Notes: | | | | | | | | |
| Hazardous Waste Day scheduled every other year | | | | | | | | |

**FY2018 Budget Worksheet
433-Transfer Station**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|--------------------------------|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 001-433-5210-0000 | Transfer Sta Electric | 2,100 | 1,650 | 450 | 27.27% | 2,170 | 1,100 | 2,040 |
| 001-433-5241-0000 | Transfer Sta Bldg/Ground Maint | 8,500 | 4,500 | 4,000 | 88.89% | 6,177 | 4,500 | 3,998 |
| 001-433-5290-0000 | Transfer Sta Bulk Recycling | 6,200 | 2,200 | 4,000 | 181.82% | 4,321 | 3,500 | 2,189 |
| 001-433-5291-0000 | Transfer Sta Trucking | 49,000 | 53,000 | (4,000) | -7.55% | 44,404 | 51,000 | 47,072 |
| 001-433-5292-0000 | Transfer Sta Tonnage Tipping | 59,000 | 72,000 | (13,000) | -18.06% | 56,082 | 70,000 | 56,672 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 124,800 | 133,350 | (8,550) | -6.41% | 113,154 | 130,100 | 111,972 |
| | Total Transfer Station | 124,800 | 133,350 | (8,550) | -6.41% | 113,154 | 130,100 | 111,972 |
| Notes: | | | | | | | | |
| Electric: Still working on finding energy efficiencies for compactors. Based on FY16 actuals | | | | | | | | |
| Maintenance: Porta-potty \$100/mo; Maint on Compactors; Overhaul entrance gates | | | | | | | | |
| Recycling: No longer charging residents, qty items increased; Costs for per item increased | | | | | | | | |
| Trucking: Reduced total tonnage; compactors reduced # hauls, plus wood/metal hauls | | | | | | | | |
| Tipping: Reduced total tonnage average 925 tons @ \$64/ton | | | | | | | | |

**FY2018 Budget Worksheet
491-Cemetery**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|---------------------------------|-----------------------|---------------|----------------|----------------|--------------|--------------|---------------|
| 001-491-5124-0000 | Cemetery Superintendent Salary | 5,162 | 9,085 | (3,923) | -43.18% | 2,967 | 8,953 | 4,237 |
| 001-491-5441-0000 | Cemetery Grounds Maint Supplies | 550 | 550 | 0 | 0.00% | 104 | 550 | 815 |
| 001-491-5599-0000 | Cemetery Other Expenses | 450 | 450 | 0 | 0.00% | 560 | 450 | 28 |
| | Other Misc Expenses -History | | | | | | | 11,800 |
| | Total Salary | 5,162 | 9,085 | (3,923) | -43.18% | 2,967 | 8,953 | 4,237 |
| | Total Other | 1,000 | 1,000 | 0 | 0.00% | 664 | 1,000 | 12,643 |
| | Total Cemetery | 6,162 | 10,085 | (3,923) | -38.90% | 3,631 | 9,953 | 16,880 |
| Notes: | | | | | | | | |
| Salary: Recent history for tracking actual hours, include 2% COLA; estimate 220 hours @ \$23.46/hr, rounded | | | | | | | | |
| Other Expenses: Maintenance, fertilizer, tools, sod, etc @ North Cemetery | | | | | | | | |

**FY2018 Budget Worksheet
505-Animal Inspector**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|--------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-505-5116-0000 | Animal Inspector Salary | 1,008 | 1,003 | 5 | 0.50% | 988 | 988 | 988 |
| 001-505-5711-0000 | Animal Inspector Mileage | 200 | 216 | (16) | -7.41% | 6 | 98 | 155 |
| | Total Salary | 1,008 | 1,003 | 5 | 0.50% | 988 | 988 | 988 |
| | Total Other | 200 | 216 | (16) | -7.41% | 6 | 98 | 155 |
| | Total Animal Inspector | 1,208 | 1,219 | (11) | -0.90% | 994 | 1,086 | 1,142 |
| Notes: | | | | | | | | |
| Salary: Stipend was not increased per Compensation plan in FY17. Increasing 2% COLA for FY18 | | | | | | | | |
| Mileage: Based on Call volume, plus annual inspections total based on history | | | | | | | | |

**FY2018 Budget Worksheet
511-Board of Health**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-511-5110-0000 | BoH Salaries | 501 | 501 | 0 | 0.00% | 500 | 500 | 500 |
| 001-511-5241-0000 | Landfill Monitoring | 6,500 | 6,500 | 0 | 0.00% | 4,180 | 6,500 | 4,970 |
| 001-511-5302-0000 | Nursing Services | 5,586 | 5,320 | 266 | 5.00% | 5,319 | 4,900 | 5,066 |
| 001-511-5399-0000 | BoH Mosquito Control | 16,800 | 16,500 | 300 | 1.82% | 16,464 | 16,500 | 16,811 |
| 001-511-5599-0000 | BoH Other Office Expense | 130 | 130 | 0 | 0.00% | | 130 | 26 |
| 001-511-5602-0000 | BoH Health Agent Services | 12,239 | 11,657 | 582 | 4.99% | 11,656 | 10,900 | 11,317 |
| 001-511-5730-0000 | BoH Dues | 150 | 150 | 0 | 0.00% | 150 | 150 | 150 |
| 001-511-5799-0000 | BoH Other Expenses | 200 | 210 | (10) | -4.76% | 537 | 210 | 689 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 501 | 501 | 0 | 0.00% | 500 | 500 | 500 |
| | Total Other | 41,605 | 40,467 | 1,138 | 2.81% | 38,306 | 39,290 | 39,028 |
| | Total BoH | 42,106 | 40,968 | 1,138 | 2.78% | 38,806 | 39,790 | 39,528 |
| Notes: | | | | | | | | |
| Landfill Monitoring: Bi-Annual testing 2 @ \$2500, additional testing may be required for positive results | | | | | | | | |
| Nursing & Health Agent: Increase 0.17 per person on 2010 Census | | | | | | | | |
| Mosquito Control: Larvaecide & Helicopter Svc | | | | | | | | |
| Office Expense: Card Printing, etc | | | | | | | | |
| Dues: Mass Association of Health Boards | | | | | | | | |
| Other Expenses: Veterinary expenses for testing of wildlife in domestic situations, etc. | | | | | | | | |

**FY2018 Budget Worksheet
529-Community Services**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|------------------------------------|-----------------------|---------------|--------------|--------------|---------------|---------------|---------------|
| 001-529-5116-0000 | Community Svc Coord Salary | 26,560 | 25,302 | 1,258 | 4.97% | 23,188 | 24,320 | 21,374 |
| 001-529-5599-0000 | Community Svc Other Office Expense | 200 | 200 | 0 | 0.00% | 123 | 200 | 0 |
| 001-529-5711-0000 | Community Svc Travel | 100 | 95 | 5 | 5.26% | 96 | 230 | 0 |
| 001-529-5712-0000 | Community Svc Training/Conferences | 250 | 250 | 0 | 0.00% | 200 | 250 | 199 |
| 001-529-5730-0000 | Community Svc Dues | 225 | | 225 | 22500.00% | | | |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 26,560 | 25,302 | 1,258 | 4.97% | 23,188 | 24,320 | 21,374 |
| | Total Other | 775 | 545 | 230 | 42.20% | 420 | 680 | 199 |
| | Total Community Services | 27,335 | 25,847 | 1,488 | 5.76% | 23,607 | 25,000 | 21,573 |
| Notes: | | | | | | | | |
| Salary: Grade 13 Increase to Step 8 and 2% increase = \$31.80*16hrs/wk | | | | | | | | |
| Office expenses: periodic need for supplies and display materials | | | | | | | | |
| Travel: work related meetings >=10 miles from office | | | | | | | | |
| Training: approximate cost of 1 conference per year in pursuit of CEUs required for licensure | | | | | | | | |
| Dues: Nat'l Assoc of Social Workers membership fee, professional organization | | | | | | | | |

**FY2018 Budget Worksheet
541-COA**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-541-5116-0000 | COA Salary | 51,052 | 50,034 | 1,018 | 2.03% | 46,682 | 47,908 | 45,474 |
| 001-541-5317-0000 | COA Printing | 750 | 750 | 0 | 0.00% | 545 | 400 | 528 |
| 001-541-5345-0000 | COA Postage | 1,800 | 1,800 | 0 | 0.00% | 2,037 | 1,600 | 1,835 |
| 001-541-5351-0000 | COA Programs | 1,500 | 1,500 | 0 | 0.00% | 1,501 | 1,500 | 1,500 |
| 001-541-5599-0000 | COA Other Office Expense | 350 | 350 | 0 | 0.00% | 289 | 350 | 295 |
| 001-541-5711-0000 | COA Mileage | 100 | 100 | 0 | 0.00% | | 100 | 0 |
| 001-541-5712-0000 | COA Training/Conferences | 200 | 200 | 0 | 0.00% | 50 | 200 | 0 |
| 001-541-5730-0000 | COA Dues | 975 | 975 | 0 | 0.00% | 1,213 | 950 | 942 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 51,052 | 50,034 | 1,018 | 2.03% | 46,682 | 47,908 | 45,474 |
| | Total Other | 5,675 | 5,675 | 0 | 0.00% | 5,635 | 5,100 | 5,099 |
| | Total COA | 56,727 | 55,709 | 1,018 | 1.83% | 52,318 | 53,008 | 50,573 |
| Notes: | | | | | | | | |
| Salary: Grade 13, Step 9 COLA increase only | | | | | | | | |
| Printing: 4 newsletters @ \$165 plus labels; Hoping for Middlesex Savings gift again, expect to increase distribution | | | | | | | | |
| Postage: 10 newsletters @ \$159. Expect an increase in distribution, possible rates | | | | | | | | |
| Programs: Supplements instructor fees with Student fees and Grant funds | | | | | | | | |
| Office Exp: Newsletter mailing labels, tab closures, misc | | | | | | | | |
| Mileage: Home visits and workshops | | | | | | | | |
| Training/Conferences: Anticipate 4 workshops @ \$50 each | | | | | | | | |
| Dues: MCOA \$200; Minuteman Senior Svc \$775 (based on constituency) | | | | | | | | |

**FY2018 Budget Worksheet
543-Veterans**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|-------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-543-5116-0000 | Veterans PT | 3,000 | 4,068 | (1,068) | -26.25% | 2,553 | 4,008 | 2,725 |
| 001-543-5351-0000 | Veterans VMC Outreach | 400 | | 400 | 40000.00% | | | |
| 001-543-5599-0000 | Veterans Other Supplies | 350 | 150 | 200 | 133.33% | 128 | 200 | 218 |
| 001-543-5711-0000 | Veterans Travel | 100 | 70 | 30 | 42.86% | 73 | 115 | 88 |
| 001-543-5712-0000 | Veterans Training/Conferences | 100 | 100 | 0 | 0.00% | | | |
| 001-543-5730-0000 | Veterans Dues | 40 | 40 | 0 | 0.00% | | 40 | 40 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 3,000 | 4,068 | (1,068) | -26.25% | 2,553 | 4,008 | 2,725 |
| | Total Other | 990 | 360 | 630 | 175.00% | 202 | 355 | 345 |
| | Total Veterans | 3,990 | 4,428 | (438) | -9.89% | 2,755 | 4,363 | 3,071 |
| Notes: | | | | | | | | |
| Salary: Wednesday morning office hours 2 hr/wk @ 20.75, plus training hours, plus appointments | | | | | | | | |
| Veterans Memorial Committee: Outreach supplies, etc | | | | | | | | |
| Supplies: Bronze medalions replace 6 additional | | | | | | | | |
| Travel: Annual training, locations vary | | | | | | | | |
| Training/Conference: Annual training usually paid by state, but may consider sending an additional officer | | | | | | | | |
| Dues: Northeast Veterans Service | | | | | | | | |
| **Any requests for Veteran's benefits will need to be handled with an RFT, they are unbudgeted and amounts vary | | | | | | | | |

**FY2018 Budget Worksheet
610-Library**

| | | FY18 | | | | | | | |
|-------------------|------------------------------------|-----------|---------|--|---------|---------|---------|---------|---------|
| | | Submitted | FY17 | | FY18 | FY18 | FY17 | FY16 | FY16 |
| Account Number | Account Name | Budget | Budget | | vs FY17 | vs FY17 | Actual | Budget | Actual |
| 001-610-5112-0000 | Library Director Salary | 85,800 | 82,476 | | 3,324 | 4.03% | 81,844 | 80,000 | 80,000 |
| 001-610-5116-0000 | Library PT Salary | 159,861 | 160,715 | | (854) | -0.53% | 148,269 | 154,065 | 153,444 |
| 001-610-5210-0000 | Library Electricity | 15,000 | 15,000 | | 0 | 0.00% | 15,531 | 14,500 | 14,206 |
| 001-610-5212-0000 | Library Heating | 7,000 | 7,700 | | (700) | -9.09% | 6,157 | 7,500 | 4,261 |
| 001-610-5241-0000 | Library Bldg/Ground Maint Svc | 20,000 | 15,350 | | 4,650 | 30.29% | 23,450 | 14,500 | 20,302 |
| 001-610-5305-0000 | Library Software Support | 2,700 | 2,700 | | 0 | 0.00% | 2,415 | 2,500 | 2,540 |
| 001-610-5345-0000 | Library Postage | 350 | 350 | | 0 | 0.00% | 341 | 375 | 380 |
| 001-610-5351-0000 | Library Programs | 1,000 | 1,000 | | 0 | 0.00% | 1,004 | 1,000 | 920 |
| 001-610-5441-0000 | Library Bldg/Ground Maint Supplies | 3,000 | 3,000 | | 0 | 0.00% | 3,024 | 3,000 | 2,508 |
| 001-610-5520-0000 | Library Materials | 70,000 | 69,000 | | 1,000 | 1.45% | 68,429 | 67,774 | 66,665 |
| 001-610-5599-0000 | Library Other Supplies | 2,700 | 2,700 | | 0 | 0.00% | 1,710 | 2,800 | 2,438 |
| 001-610-5711-0000 | Library Travel | 800 | 800 | | 0 | 0.00% | 803 | 800 | 770 |
| 001-610-5712-0000 | Library Training/Conferences | 1,000 | 1,000 | | 0 | 0.00% | 258 | 0 | 0 |
| 001-610-5730-0000 | Library Dues | 16,100 | 16,100 | | 0 | 0.00% | 14,334 | 14,580 | 14,340 |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 245,661 | 243,191 | | 2,470 | 1.02% | 230,113 | 234,065 | 233,444 |
| | Total Other | 139,650 | 134,700 | | 4,950 | 3.67% | 137,457 | 129,329 | 129,328 |
| | Total Library | 385,311 | 377,891 | | 7,420 | 1.96% | 367,569 | 363,394 | 362,772 |

Notes:

Library Bldg/Ground Maint includes increase in service contracts A/V & HVAC systems

Library Materials must =19.5% total budget. \$70,000+\$5,200 Library Fines = 19.5%

Library Dues include C/WMARS Assessment \$15,847 (Overdrive 10% mandatory included), State eBook platform mandatory charge \$400

**FY2018 Budget Worksheet
630-Rec Comm**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-630-5126-0000 | Rec Comm PT | 26,204 | 25,481 | 723 | 2.84% | 25,820 | 26,722 | 26,065 |
| 001-630-5210-0000 | Rec Comm Electricity | 0 | 1,100 | (1,100) | -100.00% | 1,390 | 1,200 | 1,326 |
| 001-630-5241-0000 | Rec Comm Contracted Svc | 1,930 | 1,900 | 30 | 1.58% | 3,597 | 1,900 | 3,622 |
| 001-630-5351-0000 | Rec Comm Programs | 6,100 | 5,900 | 200 | 3.39% | 4,803 | 6,200 | 5,000 |
| 001-630-5599-0000 | Rec Comm Other Supplies | | 1,940 | (1,940) | -100.00% | 1,046 | 500 | 794 |
| | Other Misc Expenses -History | | | | | | | 988 |
| | Total Salary | 26,204 | 25,481 | 723 | 2.84% | 25,820 | 26,722 | 26,065 |
| | Total Other | 8,030 | 10,840 | (2,810) | -25.92% | 10,836 | 9,800 | 11,729 |
| | Total Rec Comm | 34,234 | 36,321 | (2,087) | -5.75% | 36,655 | 36,522 | 37,794 |
| Notes: | | | | | | | | |
| Rec Comm PT: increased rate to \$11/hr on Salary Worksheet as minimum wage is increasing. This does not include a potential Director role modification in Summer Playground. | | | | | | | | |
| Electricity: Unanticipated spike in electricity for the sprinklers at Fifer's field in FY17 YTD. ***Moved to DPW422*** | | | | | | | | |
| Contracted Services: Tent \$1300 \$1250 , POD \$550; PortaPotties ***Moved to DPW422*** PLUS 1 potty for winterfest \$80. | | | | | | | | |
| Programs: Summer Playground \$5000 for activity fees, crafts, games, refreshments; Winterfest \$1100 (music is increasing by \$100 this year) | | | | | | | | |
| Other Supplies: Summer staff uniforms \$650, First Aid Kit, Cooler replacement, Hay for Winterfest/Fifer's, street banner, misc non-consumables. Using this as misc spend for unexpected expenses or new opportunities for | | | | | | | | |
| ***All Fields maintenance is moving to DPW: Electricity, Potties, Grounds*** | | | | | | | | |

**FY2018 Budget Worksheet
670-Steele Farm**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|------------------------------|-----------------------|--------------|--------------|---------------|-------------|--------------|---------------|
| 001-670-5210-0000 | Steele Farm Electricity | 600 | 500 | 100 | 20.00% | 334 | 400 | 299 |
| 001-670-5799-SFBD | Steele Farm Building Maint | 600 | 500 | 100 | 20.00% | 105 | 600 | 18,156 |
| 001-670-5799-SFGR | Steele Farm Grounds Maint | 600 | 500 | 100 | 20.00% | 321 | 500 | 641 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 1,800 | 1,500 | 300 | 20.00% | 760 | 1,500 | 19,096 |
| | Total Steele Farm | 1,800 | 1,500 | 300 | 20.00% | 760 | 1,500 | 19,096 |
| Notes: | | | | | | | | |
| Electric: Planning for a colder winter (heater unit in basement of house to prevent foundation shifting) | | | | | | | | |
| Building Maintenance: Barn: adding stairs to loft and railing at open end | | | | | | | | |
| Grounds Maintenance: Additional parking material as needed and/or benches/tables | | | | | | | | |

**FY2018 Budget Worksheet
691-Hist Comm**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|----------------------------------|-----------------------|--------------|--------------|----------------|--------------|--------------|--------------|
| 001-691-5210-0000 | Hist Comm Electricity | 700 | 700 | 0 | 0.00% | 886 | 700 | 537 |
| 001-691-5212-0000 | Hist Comm Heating | 2,000 | 2,500 | (500) | -20.00% | 1,762 | 2,500 | 1,387 |
| 001-691-5241-0000 | Hist Comm Building/Grounds Maint | 500 | 500 | 0 | 0.00% | 162 | 500 | 2,940 |
| 001-691-5799-0000 | Hist Comm Other Expense | 350 | 345 | 5 | 1.45% | 122 | 345 | 335 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 3,550 | 4,045 | (495) | -12.24% | 2,931 | 4,045 | 5,199 |
| | Total Hist Comm | 3,550 | 4,045 | (495) | -12.24% | 2,931 | 4,045 | 5,199 |
| Notes: | | | | | | | | |
| Electricity: Summer climate control & basement dehumidification (new) | | | | | | | | |
| Heating: Est for coldest winter in recent history | | | | | | | | |
| Blg/Grnds Maint: Several repairs in recent years, using RFTs; No additional work anticipated | | | | | | | | |
| Other Expense: Historical signs, Fire Extinguisher inspection | | | | | | | | |

**FY2018 Budget Worksheet
692-Public Celebr**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|------------------------------|-----------------------|-------------|--------------|---------------|-------------|-------------|-------------|
| 001-692-5351-0000 | Public Celebr Programs | 830 | 665 | 165 | 24.81% | 622 | 665 | 551 |
| 001-692-5599-0000 | Public Celebr Other Supplies | 370 | 300 | 70 | 23.33% | 323 | 300 | 305 |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 1,200 | 965 | 235 | 24.35% | 945 | 965 | 856 |
| | Total Public Celebr | 1,200 | 965 | 235 | 24.35% | 945 | 965 | 856 |
| Notes: | | | | | | | | |
| Programs: Tree Lighting \$300 (additional LED bulbs & strings), Memorial Day \$230 (flowers/frames), Fifer's Day \$300 (new plaque/costume replacement) | | | | | | | | |
| Other Supplies: Second Canopy for foul/overly sunny weather at events, beverage container, banner | | | | | | | | |

**FY2018 Budget Worksheet
699-ABCC**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|---------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-699-5799-0000 | ABCC Other Exp | 1,400 | 1,500 | (100) | -6.67% | 1,248 | 1,500 | 1,301 |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 1,400 | 1,500 | (100) | -6.67% | 1,248 | 1,500 | 1,301 |
| | Total AB Cultural Council | 1,400 | 1,500 | (100) | -6.67% | 1,248 | 1,500 | 1,301 |
| Notes: | | | | | | | | |
| Additional Boxborough-based programs and initiatives | | | | | | | | |

**FY2018 Budget Worksheet
710-Long Term Debt**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|------------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| 001-710-5910-0300 | Blanchard Debt | 335,000 | 340,000 | | (5,000) | -1.47% | 340,000 | 345,000 | 345,000 |
| 001-710-5910-2006 | Library/Land/Housing/School Debt | 237,000 | 260,000 | | (23,000) | -8.85% | 260,000 | 260,000 | 260,000 |
| 001-710-5910-2010 | Fire/DPW Eq Debt | 125,000 | 125,000 | | 0 | 0.00% | 125,000 | 125,000 | 125,000 |
| 001-710-5910-2015 | Fire/DPW/TH/School Debt | 215,000 | 230,000 | | (15,000) | -6.52% | 230,000 | 255,000 | 255,000 |
| 001-710-5910-2016 | Paving/Fire Engine/DPW Eq/Vehicles | 200,000 | | | 200,000 | | | | |
| | Other Misc Expenses -History | | | | | | | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 1,112,000 | 955,000 | | 157,000 | 16.44% | 955,000 | 985,000 | 985,000 |
| | Total Retirement of LT Debt | 1,112,000 | 955,000 | | 157,000 | 16.44% | 955,000 | 985,000 | 985,000 |
| Notes: | | | | | | | | | |
| New issuance of Bonds for FY15 & FY16 ATM expenditures | | | | | | | | | |

**FY2018 Budget Worksheet
751-Debt Interest**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|------------------------------|-----------------------|----------------|-----------------|---------------|----------------|----------------|----------------|
| | | | | | | | | |
| 001-751-5915-0000 | Interest Long Term | 154,415 | 155,848 | (1,433) | -0.92% | 202,110 | 188,438 | 188,438 |
| 001-751-5925-0000 | Interest Short Term | | 12,010 | (12,010) | -100.00% | 10,406 | 0 | |
| | Other Misc Expenses -History | | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 154,415 | 167,858 | (13,443) | -8.01% | 212,515 | 188,438 | 188,438 |
| | Total Debt Interest | 154,415 | 167,858 | (13,443) | -8.01% | 212,515 | 188,438 | 188,438 |
| Notes: | | | | | | | | |
| New issuance of Bonds for FY15 & FY16 ATM expenditures | | | | | | | | |
| Re-funding of prior year debt to reduce interest rate | | | | | | | | |

Debt Schedule Town of Boxborough

| Date of Issue | Purpose | Type of Payment | Remaining Debt | Year Retired | 2018 | 2019 | 2020 |
|---------------|---|-----------------|----------------|--------------|---------|---------|---------|
| 04/15/10 | FD Tanker | Principal | 120,000 | 2020 | 40,000 | 40,000 | 40,000 |
| | | Interest | 7,100 | | 3,500 | 2,400 | 1,200 |
| 04/15/10 | FD Pumper Truck | Principal | 150,000 | 2020 | 50,000 | 50,000 | 50,000 |
| | | Interest | 8,875 | | 4,375 | 3,000 | 1,500 |
| 04/15/10 | Hose Wagon | Principal | 20,000 | 2019 | 10,000 | 10,000 | |
| | | Interest | 875 | | 575 | 300 | |
| 04/15/10 | DPW Bucket Truck | Principal | 36,000 | 2020 | 12,000 | 12,000 | 12,000 |
| | | Interest | 2,130 | | 1,050 | 720 | 360 |
| 04/15/10 | DPW Dump Truck | Principal | 39,000 | 2020 | 13,000 | 13,000 | 13,000 |
| | | Interest | 2,308 | | 1,138 | 780 | 390 |
| 04/15/10 | Departmental Equipment 2010 Issuance | Principal | 365,000 | 2020 | 125,000 | 125,000 | 115,000 |
| | | Interest | 21,288 | | 10,638 | 7,200 | 3,450 |

| Date of Issue | Purpose | Type of Payment | Remaining Debt | Year Retired | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2,028 | 2,029 | 2,030 | Total 2031-2036 |
|---------------|--|-----------------|----------------|--------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|--------|--------|--------|--------|-----------------|
| 12/23/16 | FD Pumper Truck, Turnout Gear, Pickup Tru DPW Pickup Truck, Roller, Chipper, Loader ACO Pickup Truck Police Security, Fingerprinting Library A/V | Principal | 1,288,000 | 2036 | 143,000 | 120,000 | 110,000 | 105,000 | 90,000 | 80,000 | 75,000 | 70,000 | 60,000 | 50,000 | 50,000 | 50,000 | 45,000 | 240,000 |
| | | Interest | 280,155 | | 33,980 | 31,350 | 29,050 | 26,375 | 23,450 | 20,900 | 18,575 | 16,400 | 14,450 | 12,800 | 11,300 | 9,800 | 8,375 | 23,350 |
| 12/23/16 | TH HVAC, PD Bldg, Chimney&Roof | Principal | 112,000 | 2033 | 12,000 | 15,000 | 10,000 | 10,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 20,000 |
| | | Interest | 23,176 | | 2,908 | 2,638 | 2,388 | 2,138 | 1,913 | 1,763 | 1,613 | 1,463 | 1,313 | 1,163 | 1,013 | 863 | 713 | 1,294 |
| 12/23/16 | Town-Wide Paving | Principal | 600,000 | 2031 | 45,000 | 45,000 | 45,000 | 45,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 60,000 |
| | | Interest | 126,200 | | 16,250 | 15,350 | 14,450 | 13,325 | 12,050 | 10,850 | 9,650 | 8,450 | 7,250 | 6,050 | 4,850 | 3,650 | 2,450 | 1,575 |
| 12/23/16 | Departmental Equipment 2016 Issuance | Principal | 2,000,000 | 2020 | 200,000 | 180,000 | 165,000 | 160,000 | 135,000 | 125,000 | 120,000 | 115,000 | 105,000 | 95,000 | 95,000 | 95,000 | 90,000 | 320,000 |
| | | Interest | 429,531 | | 53,138 | 49,338 | 45,888 | 41,838 | 37,413 | 33,513 | 29,838 | 26,313 | 23,013 | 20,013 | 17,163 | 14,313 | 11,538 | 26,219 |

Debt Schedule Town of Boxborough

| Date of Issue | Purpose | Type of Payment | Remaining Debt | Year Retired | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2,028 | 2,029 | 2,030 |
|---------------|---|-----------------|----------------|--------------|---------|---------|---------|---------|---------|---------|---------|---------|--------|--------|--------|--------|--------|
| 05/17/12 | DPW Generator | Principal | 42,000 | 2029 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| | | Interest | 6,435 | | 1,144 | 1,024 | 904 | 784 | 664 | 544 | 424 | 334 | 244 | 184 | 124 | 64 | |
| 05/17/12 | DPW Mower | Principal | 35,000 | 2024 | 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 | | | | | | |
| 05/17/12 | School Roof | Principal | 150,000 | 2030 | 15,000 | 15,000 | 15,000 | 15,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| | | Interest | 23,775 | | 4,038 | 3,588 | 3,138 | 2,688 | 2,238 | 1,938 | 1,638 | 1,338 | 1,038 | 838 | 638 | 438 | 225 |
| 05/13/13 | Town Hall Windows | Principal | 15,000 | 2020 | 5,000 | 5,000 | 5,000 | | | | | | | | | | |
| | | Interest | 900 | | 450 | 300 | 150 | | | | | | | | | | |
| 05/13/13 | Emergency Vehicle | Principal | 20,000 | 2019 | 10,000 | 10,000 | | | | | | | | | | | |
| | | Interest | 900 | | 600 | 300 | | | | | | | | | | | |
| 05/13/13 | Ambulance | Principal | 150,000 | 2022 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | | | | | | | | |
| | | Interest | 13,500 | | 4,500 | 3,600 | 2,700 | 1,800 | 900 | | | | | | | | |
| 05/13/13 | DPW Mower 2 | Principal | 70,000 | 2024 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | | | | | | |
| | | Interest | 8,400 | | 2,100 | 1,800 | 1,500 | 1,200 | 900 | 600 | 300 | | | | | | |
| 05/13/13 | DPW Dumpster | Principal | 10,000 | 2019 | 5,000 | 5,000 | | | | | | | | | | | |
| | | Interest | 450 | | 300 | 150 | | | | | | | | | | | |
| 05/13/13 | Police HVAC | Principal | 15,000 | 2020 | 5,000 | 5,000 | 5,000 | | | | | | | | | | |
| | | Interest | 900 | | 450 | 300 | 150 | | | | | | | | | | |
| 05/13/13 | School Windows | Principal | 78,000 | 2029 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 |
| | | Interest | 12,915 | | 2,069 | 1,889 | 1,709 | 1,529 | 1,349 | 1,169 | 989 | 779 | 569 | 429 | 289 | 149 | |
| 05/13/13 | School Security | Principal | 30,000 | 2023 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | | | | | | | |
| | | Interest | 3,150 | | 900 | 750 | 600 | 450 | 300 | 150 | | | | | | | |
| 05/12/14 | Paving | Principal | 160,000 | 2025 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | | | | | |
| | | Interest | 21,600 | | 4,800 | 4,200 | 3,600 | 3,000 | 2,400 | 1,800 | 1,200 | 600 | | | | | |
| 05/12/14 | Fire Dept - Air Packs | Principal | 190,000 | 2029 | 20,000 | 20,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| | | Interest | 29,475 | | 5,119 | 4,519 | 3,919 | 3,469 | 3,019 | 2,569 | 2,119 | 1,669 | 1,219 | 919 | 619 | 319 | |
| 05/12/14 | Communications System | Principal | 340,000 | 2030 | 40,000 | 40,000 | 40,000 | 40,000 | 45,000 | 45,000 | 45,000 | 45,000 | | | | | |
| | | Interest | 47,100 | | 10,200 | 9,000 | 7,800 | 6,600 | 5,400 | 4,050 | 2,700 | 1,350 | | | | | |
| 05/12/14 | Fire Dept - Brush Truck | Principal | 120,000 | 2025 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | | | | | |
| | | Interest | 16,200 | | 3,600 | 3,150 | 2,700 | 2,250 | 1,800 | 1,350 | 900 | 450 | | | | | |
| 05/12/14 | DPW - Dump Truck | Principal | 110,000 | 2024 | 20,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | | | | | | |
| | | Interest | 12,750 | | 3,300 | 2,700 | 2,250 | 1,800 | 1,350 | 900 | 450 | | | | | | |
| 02/15/15 | Departmental Equipment 2015 Issuance | Principal | 1,535,000 | 2030 | 215,000 | 210,000 | 190,000 | 180,000 | 180,000 | 150,000 | 145,000 | 115,000 | 35,000 | 35,000 | 35,000 | 35,000 | 10,000 |
| | | Interest | 202,650 | | 44,619 | 38,169 | 31,869 | 26,169 | 20,769 | 15,369 | 10,869 | 6,519 | 3,069 | 2,369 | 1,669 | 969 | 225 |

**FY2018 Budget Worksheet
830-County Retirement Assmt**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|--------------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| 001-830-5690-0000 | County Retirement Assessment | 791,841 | 671,055 | | 120,786 | 18.00% | 671,055 | 629,903 | 629,903 |
| | Other Misc Expenses -History | | | | 0 | | | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 791,841 | 671,055 | | 120,786 | 18.00% | 671,055 | 629,903 | 629,903 |
| | Total County Retirement Assmt | 791,841 | 671,055 | | 120,786 | 18.00% | 671,055 | 629,903 | 629,903 |
| Notes: | | | | | | | | | |
| FY18 & FY19 Actuarial Study completed. Increase due to changing demographics in employee hires and 2 long-time employee retirements in recent years. Prompt Payment discount included | | | | | | | | | |

**FY2018 Budget Worksheet
912-Other Insurance**

| | | FY18 Submitted Budget | FY17 Budget | | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|------------------------------|-----------------------------|----------------|--|-----------------|-----------------|----------------|----------------|----------------|
| 001-912-5172-0000 | Workers Comp Ins | 12,025 | 9,900 | | 2,125 | 21.46% | 11,832 | 10,000 | 10,002 |
| 001-912-5173-0000 | Police & Fire Accident Ins | 39,000 | 41,077 | | (2,077) | -5.06% | 38,113 | 31,600 | 35,109 |
| 001-912-5174-0000 | Unemployment | 22,260 | 21,660 | | 600 | 2.77% | 30,298 | 21,000 | 0 |
| | Other Misc Expenses -History | | | | 0 | | | | |
| | Total Salary | 0 | 0 | | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 73,285 | 72,637 | | 648 | 0.89% | 80,243 | 62,600 | 45,111 |
| | Total Other Insurance | 73,285 | 72,637 | | 648 | 0.89% | 80,243 | 62,600 | 45,111 |
| Notes: | | | | | | | | | |
| Workers Comp (Any increase in premium will be due to increased salaries on which premium is based) FY 17 premium: \$12,324 less est. prompt payment discount of 2.5% | | | | | | | | | |
| Police & Fire Accident Ins: expect a modest increase over FY 17 premium of \$38,113 | | | | | | | | | |
| Unemployment: Calculated based upon one employees at maximum benefit (\$742/week, up from \$722/week), for maximum period of 30 weeks | | | | | | | | | |

**FY2018 Budget Worksheet
915-Employee Benefits**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|---|--------------------------------|-----------------------|-------------|--------------|--------------|-------------|-------------|-------------|
| 001-915-5170-HLTH | Employee Benefits - Health Ins | 780,000 | 615,000 | 165,000 | 26.83% | 645,200 | 580,570 | 610,442 |
| 001-915-5170-LIFE | Employee Benefits - Life Ins | 1,950 | 1,950 | 0 | 0.00% | 1,773 | 1,250 | 1,767 |
| 001-915-5170-LTD- | Employee Benefits - LTD Ins | 5,850 | 5,850 | 0 | 0.00% | 4,330 | 5,150 | 5,678 |
| 001-915-5171-MEDC | Employee Benefits - Medicare | 60,000 | 55,000 | 5,000 | 9.09% | 55,884 | 45,780 | 54,100 |
| | Other Misc Expenses -History | (13,000) | | | | | | |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 834,800 | 677,800 | 170,000 | 25.08% | 707,187 | 632,750 | 671,986 |
| | Total Employee Benefits | 834,800 | 677,800 | 170,000 | 25.08% | 707,187 | 632,750 | 671,986 |
| Notes: | | | | | | | | |
| Health Insurance: 4 plans increased 8.4-13.4%; including 5 new family plans for replacement hires. Total based on current enrollment plus 2; some adjustments possible (one change from HPHC/Tufts to Fallon could save about \$4750) | | | | | | | | |
| Medicare: Based on total salary \$3,950,460 (total at rev3)* 1.45% plus outside details | | | | | | | | |
| Reduction will occur in actual lines, based on 2/3 of ACO IMA costs 12500 Health & 500 Medicare | | | | | | | | |

**FY2018 Budget Worksheet
945-Liability Insuance**

| Account Number | Account Name | FY18 Submitted Budget | FY17 Budget | FY18 vs FY17 | FY18 vs FY17 | FY17 Actual | FY16 Budget | FY16 Actual |
|--|--|-----------------------------|----------------|-----------------|-----------------|----------------|----------------|----------------|
| 001-945-5741-0000 | Liability Ins - Property/Casualty/Prof. | 90,320 | 85,756 | 4,564 | 5.32% | 82,909 | 81,391 | 71,202 |
| | Total Salary | 0 | 0 | 0 | 0.00% | 0 | 0 | 0 |
| | Total Other | 90,320 | 85,756 | 4,564 | 5.32% | 82,909 | 81,391 | 71,202 |
| | Total Liability Insurance | 90,320 | 85,756 | 4,564 | 5.32% | 82,909 | 81,391 | 71,202 |
| Notes: | | | | | | | | |
| FY17 base premium (\$88,650) & premiums on vehicles placed in service during FY17 (TBD) less estimated participation credit (\$2,500), less prompt payment discount of 2.5% & premiums on potential FY 18 purchases (6 months of premiums @ \$TBD) | | | | | | | | |
| **Calculation of FY 17 Budget had not considered Animal Control or Fire Dept. pick-ups | | | | | | | | |
| UST coverage was added in November 2015; premium has been paid thurgh 11/29/18 | | | | | | | | |
| | FY17 base premium | | | \$88,650 | | | | |
| | Placed in service in 2017 | | | | | | | |
| | DPW Loader | | \$1,517 | | | | | |
| | DPW pickup truck | | 718 | | | | | |
| | Engine 64 (addit'l over old fire truck) | | 1,200 | | | | | |
| | Fire pickup truck | | 485 | | | | | |
| | ACO pick-up truck | | 898 | | 4,818 | | | |
| | | | | | \$93,468 | | | |
| | Less: Participation credit | | | | (2,500) | | | |
| | | | | | \$90,968 | | | |
| | Less est. PP discount (2.5%) | | | | (2,274) | | | |
| | | | | | \$88,694 | | | |
| | Plus estimated premiums for items to be placed in service in FY 18 (est for 6 months coverage) | | | | | | | |
| | Police SUV (est value \$42,000) | | \$448 | | | | | |
| | DPW dump truck (Est value \$210,000) | | 793 | | | | | |
| | DPW F550 one-ton truck | | 385 | | 1,625 | | | |
| | | | | | \$90,319 | | | |