

FY 2023 OPERATING BUDGET



TOWN OF HUDSON



FY
2023

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REVISED SCHEDULED 12-15-2021**Selectmen's FY2023 Budget Hearing Schedule**

	DEPT. #	Budget Book Tab #
Monday, December 20, 2021		
Board of Selectmen	1220	5
Executive Assistant:	1230	6
Election Town Meeting	1231	6
Legal Services	1235	6
Town Buildings	1236	6
Personnel Expense	1237	6
Debt Service	7100	25
Retirement / Pensions	9110	26
Group Health Insurance	9140	27
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Moderator	1960	9
Finance Committee	1961	10
Board of Assessors	1962	11
Municipal Light Board	1967	13
Ft. Meadow Commission	1971	14
Lake Boon Commission	1974	14
Historic District Commission	1977	15
Monday, January 10, 2022		
Town Clerk & Board of Registrars	1610	8
Building Inspections	2410	18
Council on Aging	5410	21
Board of Health	5100	20
Veterans	5441	22
Cable Fund Budget		31
Monday, January 24, 2021		
<u>Budget & Capital Plan</u>	<u>Capital Plan</u>	<u>4</u>
Community Development Department	1232	12
Finance Department / Information Tech	1330	7
Library	6100	23
Public Works	Various	19
Fire Dept.	2200	17
Police Department	2100	16
Recreation & Park Commission	6300	24
Hudson School - Capital Plan Only		4
Assabet Valley Regional Voc.	---	30
TBD		
School Department Detail Budget	3050	29

Memo *Executive Assistant's Office*



To: Department Heads, Board & Committee Chairs, Town Counsel
From: Fernanda B. Santos
Date: October 12, 2021
Re: Select Board & Town Meeting Schedule 2022

January & February 2022	Select Board hold budget hearings (see separate schedule)
February 3, 2022	May Annual Town Meeting Warrant Closes at 4:00 PM
February 11, 2022	Budget packages to be sent to Finance Committee
February 28, 2022	Select Board sign May Warrant
March 2, 2022	Warrant to be sent to Finance Committee
March 31, 2022	Finance Committee returns Budget & Warrant
April 28, 2022	Pre-Town Meeting at 7:00
May 2, 2022	Annual Town Meeting 7:30 PM, HHS Auditorium
May 9, 2022	Town Elections
August 31, 2022	November Special Town Meeting Warrant closes at 4:00 PM
September 26, 2022	Select Board sign November Warrant
September 27, 2022	Finance Committee receives November Warrant
October 17, 2022	Finance Committee returns November Warrant
November 17, 2022	Pre-Town Meeting at 7:00 in Selectmen's Office
November 21, 2022	November Special Town Meeting, 7:30 PM, HHS Auditorium
December 5, 2022	Tax Classification Hearing

Select Board Regular 2022 Monday Evening Meeting Schedule at 7:00 PM:

January	10, 24
February	7, 28
March	14, 28
April	11, 25
May	2*, 16
June	6, 27
July	11, 25
August	8, 22
September	12, 26
October	17, 31
November	14, 21*
December	5, 19

* Meeting to be held in advance of Town Meeting only if needed

IF YOU ARE SUBMITTING WARRANT ARTICLES FOR EITHER TOWN MEETING PLEASE SIGN & DATE YOUR PAPER SUBMISSION, AND PROVIDE COPY ELECTRONICALLY TO FSANTOS@TOWNOFHUDSON.ORG.

Budget Message

Financial

Planning

Documents

Budget Summary

Town of Hudson



December 20, 2021

Mr. Scott Duplisea, Chairman Select Board
Mr. Robert Clark, Chairman Finance Committee

Dear Mr. Duplisea and Mr. Clark:

Pursuant to Section 6-2 of the Charter of the Town of Hudson, enclosed herewith is my recommended budget for the Fiscal Year beginning July 1, 2022 and concluding on June 30, 2023. Compared to Fiscal Year 2022, total municipal expenditures for the Town are projected to increase 3.03% or \$2,856,539.

Introduction

As 2021 draws to a close, the economic picture both regionally and nationally has improved significantly since the re-opening this past spring and with the arrival of vaccines. Pent-up demand in consumer spending continues to fuel a strong rebound in the goods and services sector of the economy. The unemployment rate in Massachusetts dropped from 8.4% in December 2020 to 4.9% in July 2021¹. There has been a sustained strong trend in state revenue collections over benchmark estimates, with a consensus revenue growth forecast of 3.5% for FY2022. First quarter 2021 real gross domestic product in Massachusetts increased at 6.9% annualized rate of growth, followed by an increase of 6.2% in the second quarter²; and in June S&P Global Ratings revised upward their forecast of national real gross domestic product for 2022 to 3.7%³. Also noteworthy is the impact that \$2.8 trillion from two (2) federal stimulus packages is having on the Massachusetts economy. The American Rescue Plan Act (ARPA) directs \$3.4 billion to municipalities throughout the Commonwealth over the next three years. And, the recently-passed \$1.2 trillion infrastructure bill, with over \$9B allocated to Massachusetts, will fund new investments to rebuild the country's aging public works system.

Questions remain, however, about the trajectory of the current strong economy and what will be in store for us in FY2023. Can consumer spending be sustained when massive federal assistance begins to sunset? In spite of the job growth realized in 2021, there are concerns with supply chain disruptions, delivery delays, and labor shortages as demand continues to outpace supply. Prices on virtually everything have risen considerably this year. Is this increase

¹ US Bureau of Labor Statistics (<https://www.bls.gov/eag/eag.ma.htm>)

² UMASS Donahue Institute ([UMass Donahue Institute | Benchmarks Bulletin - July 2021](https://www.donahueinstitute.org/benchmarks-bulletin-july-2021))

³ S&P Global Ratings, Economic Outlook U.S. Q3 (<https://www.spglobal.com/ratings/en/research/articles/210624-economic-outlook-u-s-q3-2021-sun-sun-sun-here-it-comes-12014595>)

a transitory issue, or has a longer inflationary period arrived? Will state revenue collections continue at the same pace to sustain increases to local aid? And, perhaps most concerning, it is clear that the COVID pandemic has yet to recede fully as rates of vaccination continue to lag in areas of the world allowing for the potential of new and more transmissible variants to take hold. The high vaccination rate in Massachusetts, however, may predict a more stable situation by the beginning of FY2023. There is hope more effective therapeutics will soon be available, and the recent vaccine authorization for children ages 5-11 is welcome news.

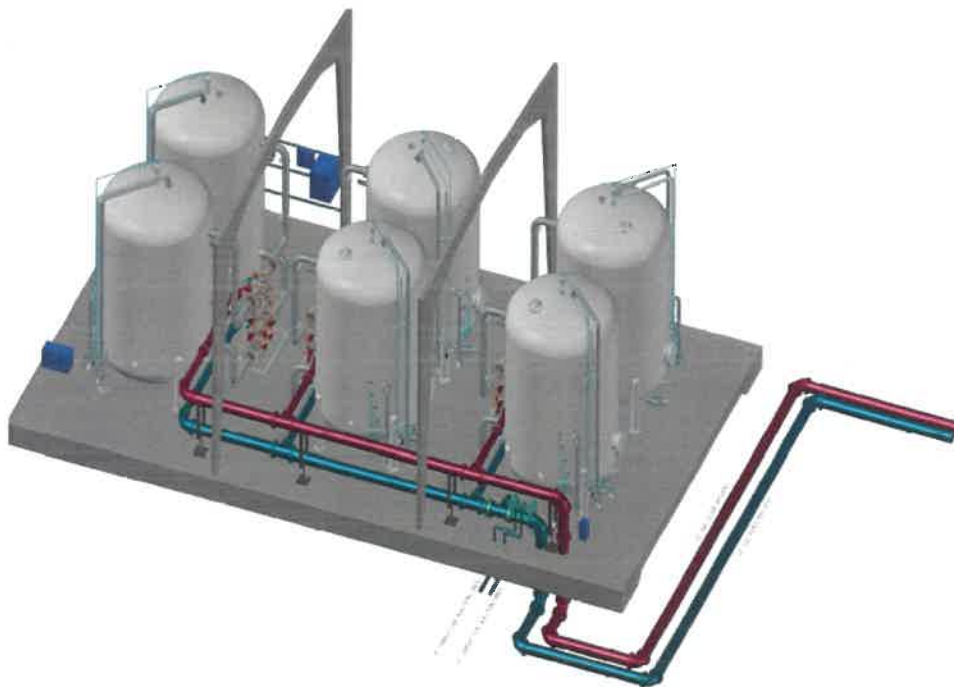
Because of the uncertainty that lies ahead for FY2023, the balanced spending plan presented in the enclosed budget is conservative in its assumptions. It aims to identify resources to maintain level services in all departments. Mindful that the across-the-board 2% budget reduction implemented for FY2021 continues to restrain department spending into FY2022, I have instructed department heads to request budgets for FY2023 which reflect the necessary and appropriate increases to maintain level services and anticipate the expected increases in the costs for these services. On the personnel side, I am recommending a 2% general wage adjustment for the non-union employee group. I am currently negotiating successor agreements with all of the bargaining units except for the firefighters as a Memorandum of Agreement was signed with Local 1713 I.A.F.F. in October. I will note also that the dispatchers separated out from the clerical union earlier in the year to create their own AFSCME bargaining unit.

Before beginning an analysis on the proposed FY2023 budget, I would like to highlight some of the initiatives that are underway in 2021 that will have an impact in FY2023 and beyond.

American Rescue Plan Act (ARPA) – This significant legislation provides local governments with federal resources in four statutory categories: (1) to respond to the COVID-19 public health emergency or its negative impacts; (2) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to these employees or grants to eligible employers who have eligible workers who perform essential work; (3) for the provision of government services, to the extent of the reduction in revenue due to the COVID-19 public health emergency; and (4) to make necessary investments in water, sewer, stormwater and broadband infrastructure. The Town of Hudson has been allocated \$5,937,485 in ARPA funds which must by federal rules be encumbered by December 31, 2024 and expended by December 31, 2026. Preliminary programming for these funds includes the design and construction of the culvert and bridge replacement at Houghton Street and Main Street which is estimated currently at \$1.4M. ARPA will also fund a community public health nurse and social worker, additional improvements to stormwater infrastructure, and other eligible capital investments. Listening sessions to gather input from the public, first scheduled in December, will be scheduled again in the spring.

Regional Public Health District – With the assistance of two (2) \$300,000 grants secured from the Massachusetts Department of Public Health (MADPH), Hudson now serves as the lead community in a new regional public health district of eight (8) communities in the Metrowest area. This shared service arrangement will implement programs to fill current gaps in statutorily mandated core public health services in environmental health and public health nursing, and, in coordination with two (2) newly-hired epidemiologists, will develop intervention strategies to improve overall health outcomes in the region and address inequities. Additional grant funds will bolster a more robust and regionally-based contact tracing program to continue responding to the COVID pandemic.

Permanent PFAS Filtration System – The funding for the design and construction of a new permanent PFAS water filtration system was accepted into the State’s Revolving Fund (SRF) loan program earlier this year. The project consists of six (6) granular activated carbon (GAC) vessels in a stand-alone pre-engineered steel building located at the Chestnut Street Water Filtration Plant. The SRF program offers affordable loan options to municipalities to help improve water supply infrastructure and drinking water safety. The total cost estimate submitted in the SRF application in July was \$5,262,000. The financing includes a 0% interest rate and 6.6% principal forgiveness over a 20-year term. An additional funding source includes a \$200,000 grant the Town received earlier this year from the Massachusetts Department of Environmental Protection (MADEP). The project was bid in October is expected to be completed in April 2022. Below is a rendering provided by Woodard & Curran, the Town’s consultant on this project.

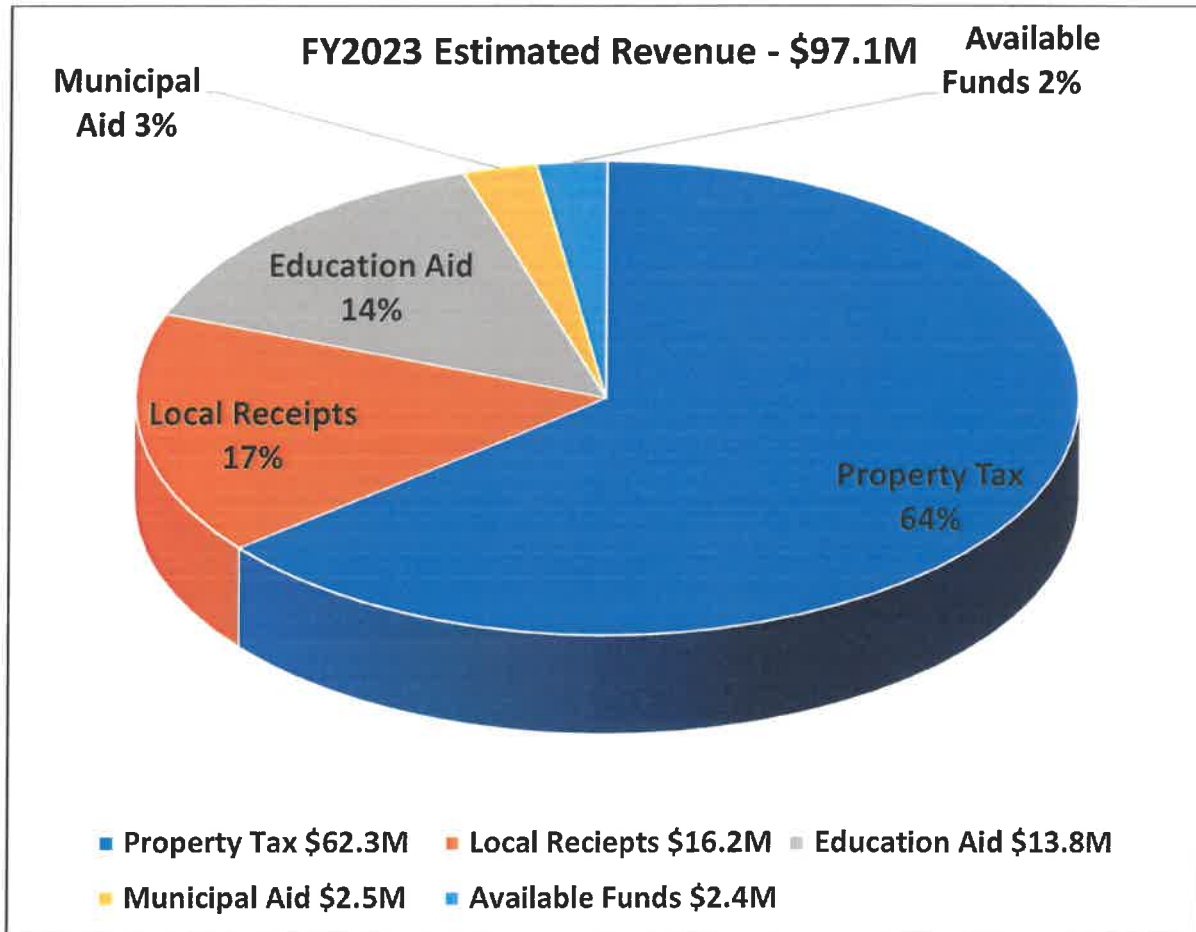


Centennial Beach Improvements – The finishing touches to a stunning renovation of Centennial Beach were completed just in time for the arrival of warm weather in June. The project was funded from a \$250,000 Free Cash appropriation and a \$1.5M borrowing authorization with debt service to be paid from future Community Preservation Act revenue. The new beach features improved ADA compliance and accessibility to the facility as well as improved drainage and erosion controls and a new bath house. The Recreation Department notes that that facility was used this summer by many more families with younger children and there was an increase in visits by older patrons. Below is picture showing the completed renovation.



Revenue Overview

Revenue to the Town consists of four (4) distinct categories: property tax, state aid, local receipts and available funds. A detailed analysis of each of these revenue categories is provided in this section. The chart below shows total projected revenue for FY2023:



State Aid (Cherry Sheet)

Revenue that communities receive each year from the Commonwealth is documented on what is called the Cherry Sheet. This is the name of the official notification from the Commissioner of Revenue to inform cities and towns of the estimated receipts from the Commonwealth for categories such as Unrestricted General Government Aid (UGGA), Education Aid (Chapter 70), and other state-determined revenue categories. In addition to documenting estimated receipts, the Cherry Sheet also documents estimated charges which informs cities and towns of anticipated intergovernmental charges, including charges for regional transit and charter school tuition assessments.

Additionally, there are offset items which constitute categorical aid, i.e., funding that must be spent for specific municipal or educational programs. Hudson's Cherry Sheet contains two (2) offset items, school choice receiving tuition and public libraries. Because these dollars are reserved for direct expenditure by the departments, they cannot be classified as general available revenue. As a result, the amount for these offsets included within the state aid estimate are shown both in the revenue section and in the non-appropriated expense section of the Town's annual operating budget for the upcoming fiscal year.

State Aid revenue for FY2023 is projected to represent approximately 17% of General Fund revenue. The table below shows final Cherry Sheet receipts and charges for the Town from FY2018 through FY2022:

FINAL CHERRY SHEET RECEIPTS AND CHARGES

	FY2018	FY2019	FY2020	FY2021	FY2022
EDUCATION					
Distributions and Reimbursements					
Chapter 70	\$11,571,901	\$11,940,707	\$12,020,446	\$12,020,446	\$12,095,806
Charter School Reimbursement	\$219,617	\$408,073	\$246,626	\$971,354	\$819,317
Offset Items					
School Choice Receiving Tuition	\$549,108	\$760,562	\$653,930	\$777,925	\$805,237
Sub-Total:	\$12,340,626	\$13,109,342	\$12,921,002	\$13,769,725	\$13,720,360
GENERAL GOVERNMENT					
Distributions and Reimbursements					
Unrestricted General Government Aid	\$1,992,098	\$2,061,821	\$2,117,490	\$2,117,490	\$2,191,602
Veterans Benefits	\$49,624	\$43,591	\$41,818	\$56,038	\$52,057
Exemptions: VBS and Elderly	\$81,132	\$84,422	\$87,493	\$84,114	\$68,422
State Owned Land	\$43,228	\$46,033	\$52,650	\$54,021	\$63,088
Offset Items					
Public Libraries	\$29,102	\$29,263	\$30,482	\$36,210	\$38,064
Sub-Total:	\$2,195,184	\$2,265,130	\$2,329,933	\$2,347,873	\$2,413,233
TOTAL ESTIMATED RECEIPTS	\$14,535,810	\$15,374,472	\$15,250,935	\$16,117,598	\$16,133,593
FINAL ESTIMATED CHARGES					
STATE ASSESSMENTS AND CHARGES:					
Retired Teachers Health Insurance	\$1,243,066	\$1,206,320	\$1,473,735	\$1,391,872	\$1,426,658
Mosquito Control Projects	\$41,543	\$41,053	\$44,421	\$44,584	\$46,222
Air Pollution Districts	\$5,775	\$5,919	\$6,040	\$6,153	\$6,326
Metropolitan Planning Council	\$10,145	\$10,349	\$10,637	\$10,714	\$10,943
RMV Non-Renewal Surcharge	\$21,620	\$21,620	\$27,400	\$22,980	\$22,980
Sub-Total, State Assessments:	\$1,322,149	\$1,285,261	\$1,562,233	\$1,476,303	\$1,513,129

TRANSPORTATION AUTHORITIES:

Regional Transit (MWRTA)	\$0	\$0	\$53,204	\$55,458	\$1,641
Sub-Total:	\$0	\$0	\$53,204	\$55,458	\$1,641

ANNUAL CHARGES AGAINST RECEIPTS:

Special Education	\$0	\$6,729	\$17,349	\$18,482	\$17,663
Sub-Total:	\$0	\$6,729	\$17,349	\$18,482	\$17,663

TUITION ASSESSMENTS:

School Choice Sending Tuition	\$118,171	\$133,457	\$148,881	\$146,570	\$168,663
Charter School Sending Tuition	\$1,829,370	\$2,230,153	\$2,160,213	\$2,974,160	\$3,468,218
Sub-Total:	\$1,947,541	\$2,363,610	\$2,309,094	\$3,120,730	\$3,636,881

TOTAL ESTIMATED CHARGES	\$3,269,690	\$3,655,600	\$3,941,880	\$4,670,973	\$5,169,314
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In spite of experiencing unprecedented revenue loss, the Commonwealth held harmless Chapter 70 and UGGA in FY2021 as communities received the same amounts they received in FY2020. In FY2022, UGGA was increased by 3.5%. The Chapter 70 increase, however, was nominal. Because Hudson is a “minimum aid” community, Chapter 70 funding for Hudson did not increase beyond the \$30 per student minimum state aid increase this year for a total increase of \$75,360. The small increase creates more pressure on local funds to support School Department operations.

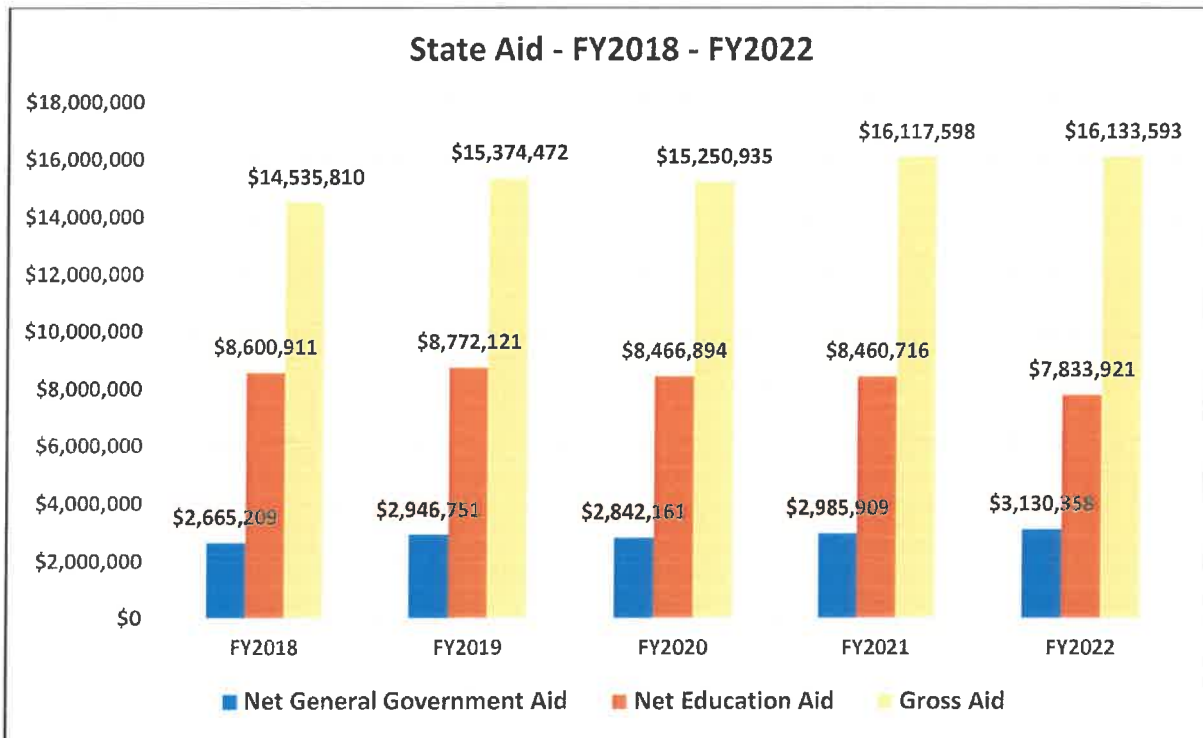
Looking ahead to FY2023, if the Commonwealth continues to experience strong revenue collections throughout the remainder of FY2022, together with the assistance of two (2) rounds of substantial federal aid, there is hope that unrestricted state aid will be increased in a meaningful way for FY2023. And there is reason to be hopeful. The Department of Revenue (DOR) announced in November that tax collections for the first five (5) months of the current fiscal year totaled \$11.1B, nearly 20% above collections through the same period of FY2021. And, FY2022 collections have now surpassed the forecast set in the state budget by \$723M, or 6.9%.⁴ State aid numbers are typically released by the end of January and are first presented publicly in the Governor’s Budget.

As previously documented in prior year budget messages, the charter school enrollment trend continues to have a significant impact on the Town’s finances, and this trend is incorporated into the estimate for FY2023. The Town receives charter school tuition reimbursement each year and the Cherry Sheet estimates are derived from projecting upcoming school year enrollment and tuition rates from data collected in March of the current fiscal year. The Town is also assessed each year for the tuition costs for students attending charter schools. The net result produces a significant expense to the Town.

⁴ State Tax Collections Continue to Exceed Expectations (www.mma.org/state-tax-collections-continue-to-exceed-expectations)

Another significant charge on the Cherry Sheet is health insurance premiums for retired teachers. In FY2021, this figure was \$1,426,658. It represents the amount the Town is assessed each year by the Group Insurance Commission (GIC) which pays the health and life insurance premiums on behalf of retired Hudson teachers. The state pays either 85% or 90% of these premiums depending on the date the employee retired and the GIC then assesses the Town for its share of the premium. The annual increase in these premiums is determined by the GIC. This expense also represents a significant share of the annual cost associated with the provision Other Post-Employment Benefits (OPEB) to municipal retirees. The Town’s unfunded OPEB liability and funding strategy will be presented later in this budget message.

Because the Cherry Sheet documents revenue as well as charges and assessments to municipalities, it is important to look at the net impact of this funding source to the Town. The chart below shows that while gross aid to the Town generally increases each year at a modest rate, the impact of the charges and assessments results in declining amounts for net education aid, and net general government aid has essentially remained flat during the past five (5) years. The longer-term impact of this trend, should it continue, will put pressure on the property tax as a revenue source to keep pace with the annual increase in the cost of providing municipal services. And, as noted elsewhere, municipal operating costs are expected to increase sharply next year, and potentially in the coming years as well if inflation takes hold longer-term and continues to push prices even higher.



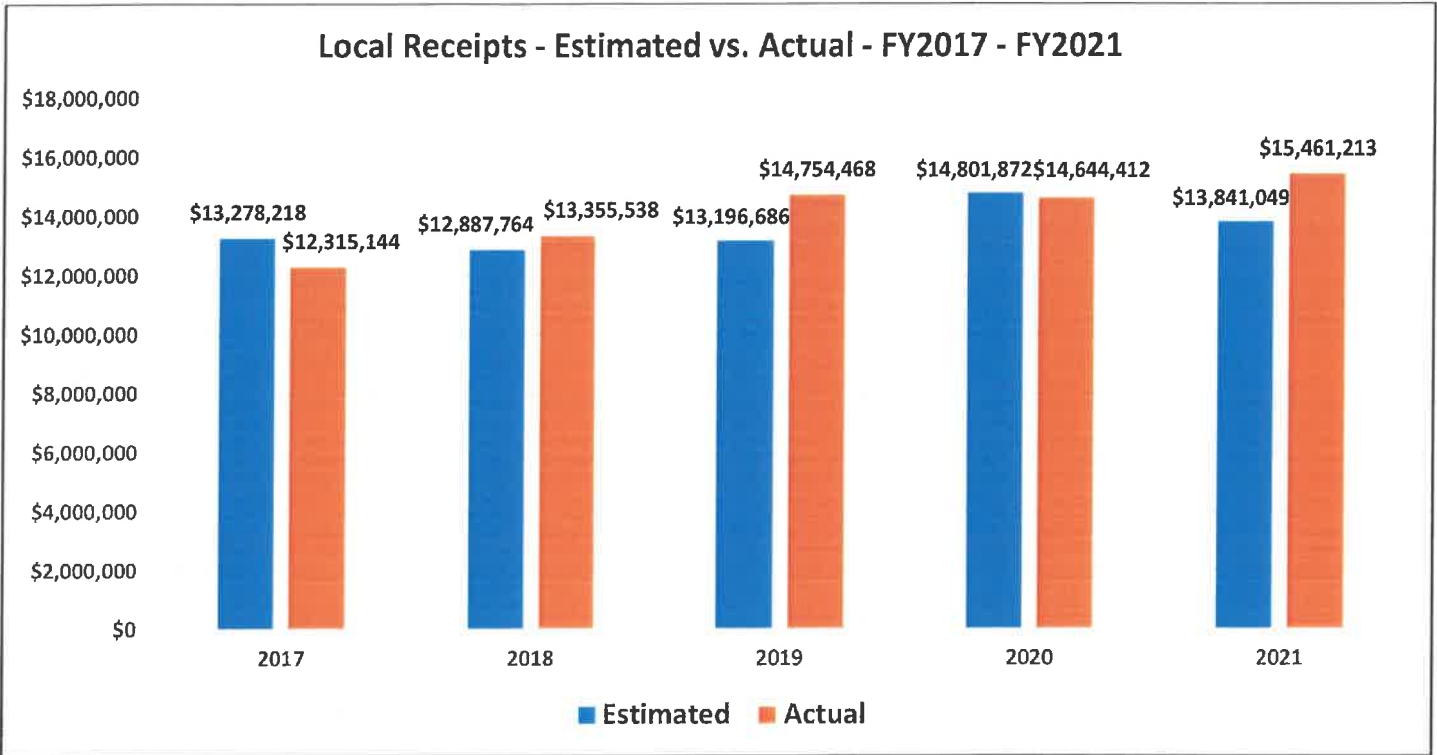
Local Receipts

Local receipts represent locally generated General Fund revenue in various categories, the largest of which in Hudson are charges for services, namely, water and sewer user fees. Other receipts include motor vehicle excise tax, licenses and permits, and other receipts such as the room occupancy excise, interest income on investments, and cell tower lease revenue. Additionally, revenue from the impact fees required in the marijuana host community agreements is collected as a local General Fund receipt. Local receipts revenue for FY2023 is projected to represent approximately 17% of General Fund revenue.

Estimating local receipts for the upcoming fiscal year is accomplished by analyzing trends in current year collections and comparing those to the prior year's numbers. This revenue source is largely associated with the health of the local economy, and with few exceptions the Town has little control over year-to-year fluctuations. For instance, during an economic downturn new vehicle purchases are often deferred which impacts motor vehicle excise revenue as older cars remain on the road longer. A similar trend may be playing out this year as supply issues, high demand, and a worldwide shortage of microchips have combined to push car prices to record highs in both the new and used markets. It is too early to tell how impactful such a trend will be in FY2023. The early budget cycle in Hudson also presents its own challenges in estimating local receipts for the upcoming fiscal year, as estimates are prepared many months before the start of the new fiscal year. Also noteworthy is the characteristic lag effect in local revenue trends as municipal governments typically experience the financial impact of an economic trend, either positive or negative, well after the trend has started.

From a revenue perspective, FY2021 finished in a very good position which is especially encouraging given the significant unknowns at play when the FY2021 budget was being developed. Motor vehicle excise revenue came in at 8.6% above estimate, and the strong meals and room excise revenue provide good evidence to show a strengthening local economy. Revenue from the water and sewer rates provided revenue sufficient to fully support those operations inclusive of indirect and debt service costs. Marijuana revenue clearly shows that the adult-use commercial marijuana marketplace continues to thrive in Massachusetts. In FY2021, the Town collected \$680,384 from the excise tax on retail purchases as well as from the impact fees which communities are allowed to assess on a marijuana establishment up to 3% of the establishment's gross annual sales.

Below is a chart showing a comparison of budgeted and actual local receipts for the period FY2017 through FY2021 as documented on the tax rate recapitulation sheet submitted to the DOR each December:



Tax Levy

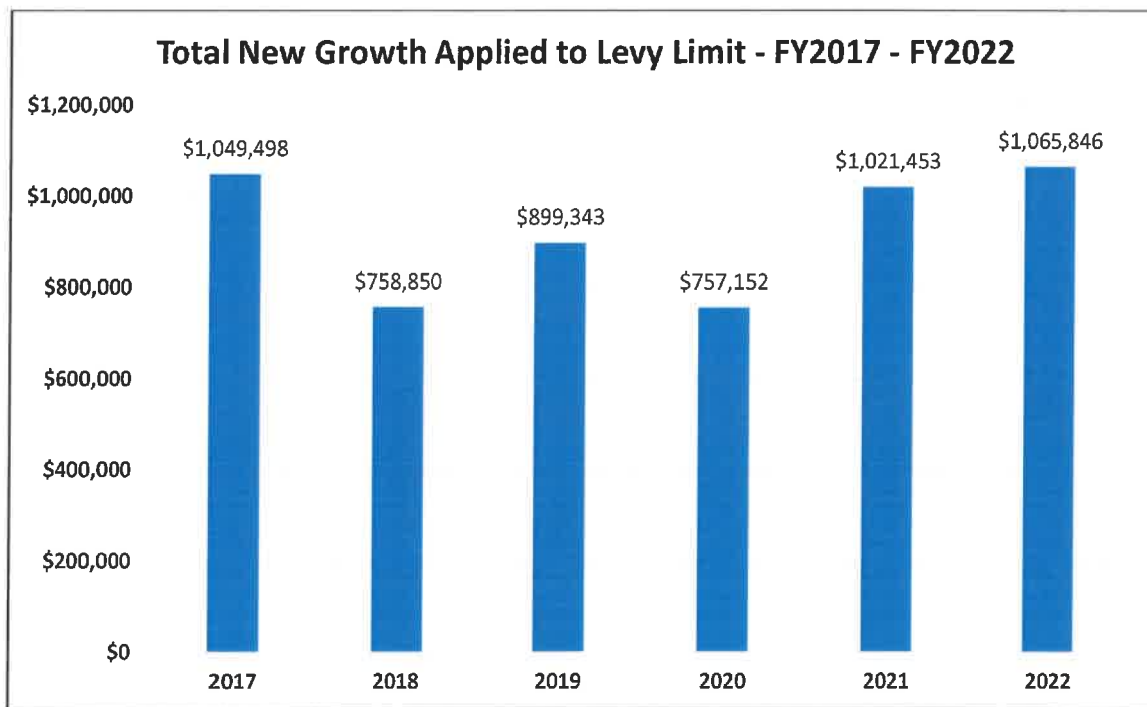
The tax levy represents the largest revenue source to the Town of Hudson. Property taxes are levied on real property (land and buildings) as well as on personal property (tangible property other than real estate such as machinery, pipelines, wires, poles, etc.) To calculate the tax levy, Proposition 2 ½ legislation allows the prior year’s levy limit to increase automatically by 2 ½ percent. Added next is the estimate for new growth which represents the additional tax revenue generated by new construction and physical additions to real property. It does not include market-driven value increases. New growth is calculated by multiplying the assessed value associated with new construction and physical additions by the prior year’s tax rate. The additional tax revenue is then incorporated into the calculation for the next year’s levy limit. New growth is always the last revenue budget figure to be finalized, as it is certified in the fall after the budget for that fiscal year has already been authorized at the Annual Town Meeting in May. The final figure in the calculation is the value of the tax revenue generated to fund the upcoming year’s debt service costs for capital projects that were excluded from the levy limit.

The Commonwealth mandates that communities update their property values at least every five (5) years and obtain certification that such values represent the full and fair cash value. In the interim, the property values are adjusted according to the housing market and certified by the DOR. Hudson’s last revaluation was conducted during FY2021.

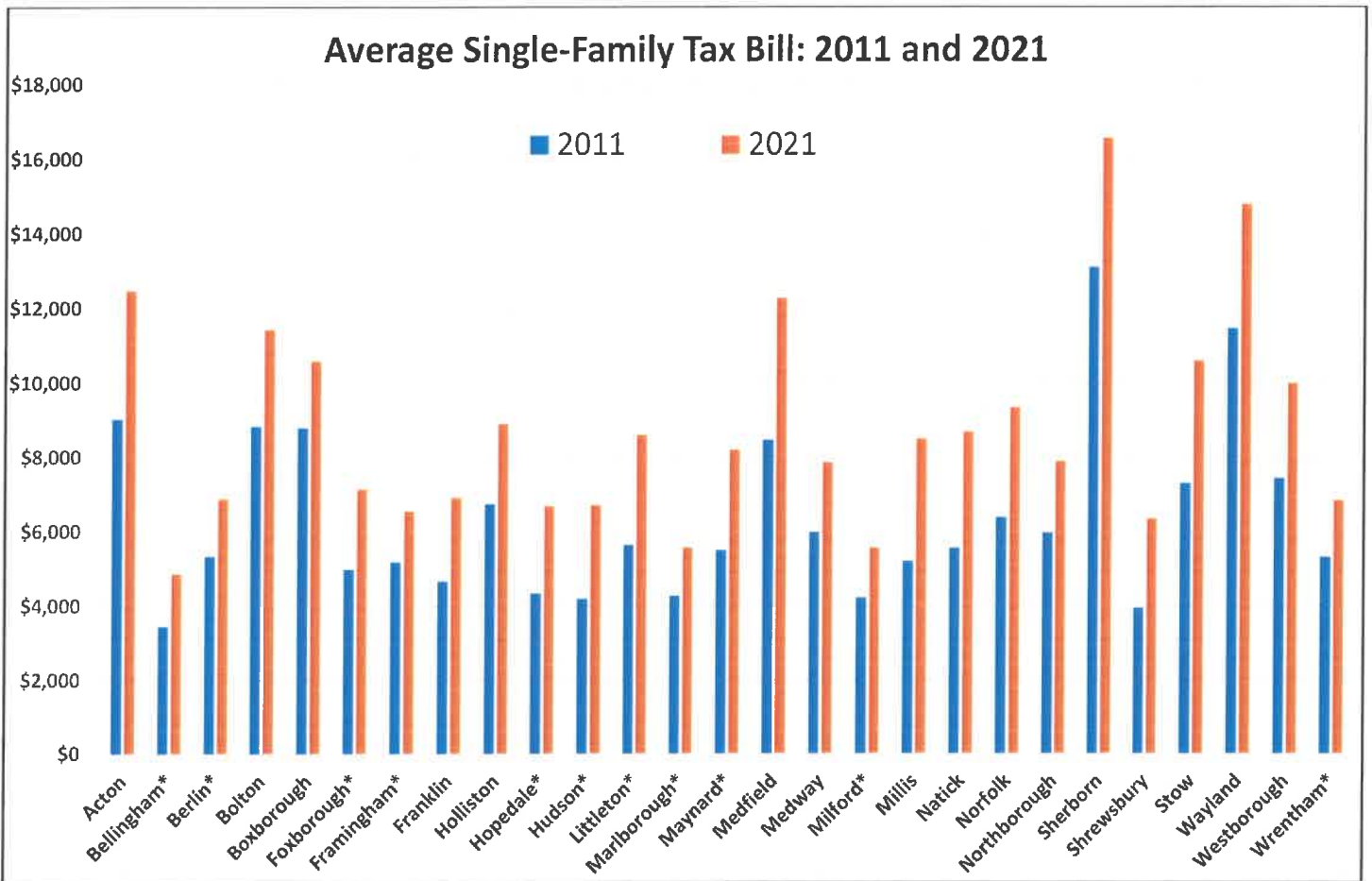
Tax levy revenue for FY2023 is projected to represent 64% of General Fund revenue. The table below summarizes the projected tax levy calculation for FY2023:

PRIOR YEAR (FY2022) LEVY LIMIT	\$56,642,572
2.5 PERCENT	\$1,416,064
NEW GROWTH	\$750,000
CURRENT YEAR LEVY LIMIT	\$58,808,636
DEBT EXCLUSION TAX YIELD	\$3,851,723
MAXIMUM ALLOWABLE LEVY	\$62,660,359
TAX	\$62,273,815
EXCESS LEVY CAPACITY	\$386,544

During the previous six (6) fiscal years, certified new growth has ranged from a low of \$757,152 in FY2020 to a high of \$1,065,846 in FY2022. The chart below tracks this figure. The new growth estimate recommended in the F2023 budget is \$750,000, the same conservative budgetary estimate that was used in the development of the FY2022 budget.



A useful metric to compare the tax burden from one community to another is the average single-family tax bill. Using data from the Division of Local Services (DLS), the chart below shows the average single-family tax bill in 2011 and in 2021 for twenty-seven (27) communities along the Interstate-495 corridor. In 2011, the median assessed value for a single-family house of the communities sampled was \$378,553 which increased by 28% in 2021 to \$485,876. By comparison, the assessed value of a single-family house in Hudson in 2011 was \$297,303 which increased by 37% in 2021 to \$405,820. The 2011, the median single-family tax bill of the communities sampled was \$5,539 which increased by 48% in 2021 to \$8,217. By comparison, the single-family tax bill in Hudson in 2011 was \$4,210 which increased by 60% in 2021 to \$6,733. While the average single-family tax bill in Hudson rose at a higher rate than the median, Hudson’s average single-family tax bill remained at the lower end in 2011 (25th) and in 2021 (21st). It should also be noted that Hudson is one of eleven communities in this sampling that maintains a split tax rate which is a contributing factor to keeping residential tax bills comparatively low. The communities shown with an asterisk maintain a split tax rate.



Available Funds

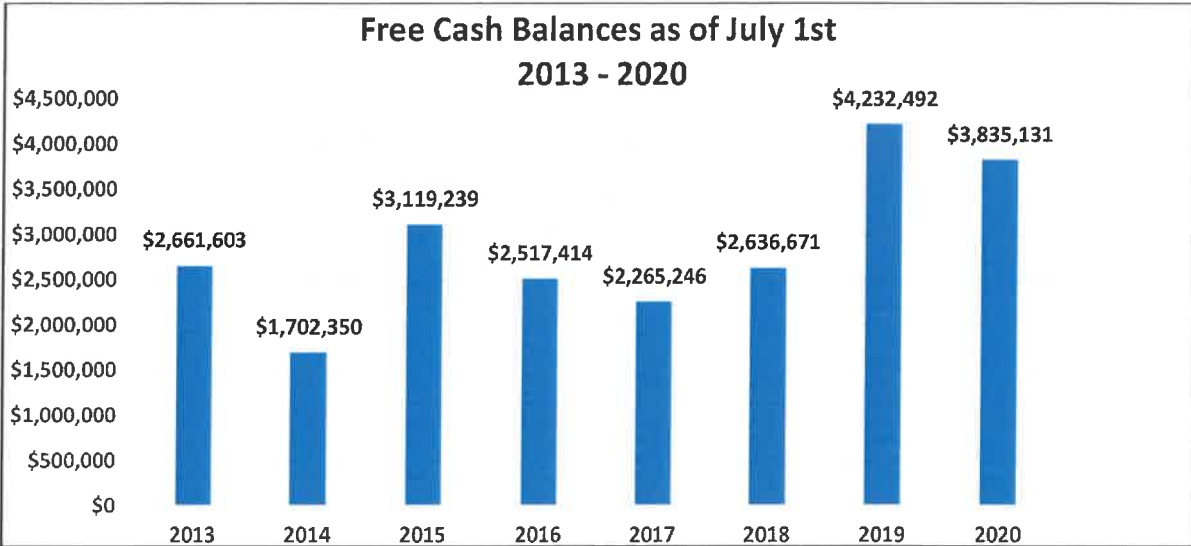
The final revenue category is available funds, the largest component being Free Cash which is a reserve used to fund the annual capital plan and other warrant articles brought forward for appropriation at Town Meeting. The annual contribution from Light and Power is included in this category as is the revenue from the PEG Cable Access Fund (Cable Receipts). The revenue to support the Washington Street acquisition debt service no longer shows in FY2023 as this debt was retired via a budget adjustment at the Special Town Meeting in November.

Reserves

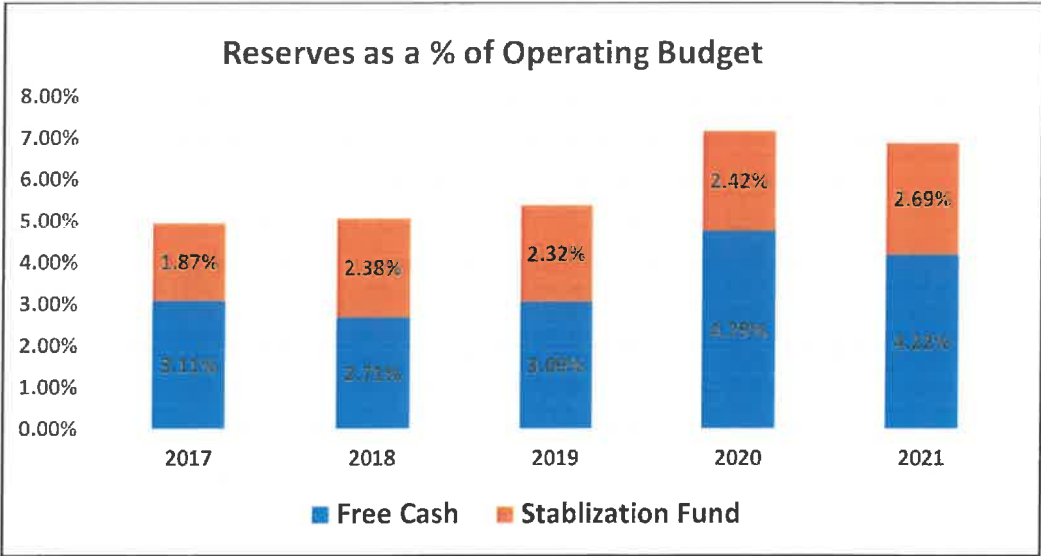
The primary reserves in Hudson are Free Cash and the Stabilization Fund. Free Cash is a revenue source which results from the calculation as of July 1st of the Town's remaining, unrestricted funds from operations of the previous fiscal year based on the balance sheet as of June 30th. It is primarily composed of year-end departmental turnbacks and revenue received over budgeted estimates, less adjustments for property tax receivables and other deficits. The certified Free Cash number as of July 1, 2020 was \$3,835,131. The Free Cash number as of July 1, 2021 is not projected to be certified until January of next year.

Free Cash is the customary pay-as-you-go funding source for capital equipment purchases and infrastructure improvements for municipalities, and appropriations from Free Cash for this purpose are routinely made each year. At this year's Annual Town Meeting in May, however, the only capital appropriation from Free Cash was \$300,000 for roadway resurfacing. All other capital items were deferred until the November Special Town Meeting, and \$1,000,000 was transferred from Free Cash into the Stabilization Fund for this purpose. This action also afforded some potential flexibility should the economic picture worsen and the Town need supplemental funds for operations. As the economy has improved since the spring, it became clear that these funds could be appropriated for capital projects, its original intended purpose. Accordingly, \$993,574 was appropriated from the Stabilization Fund at the Special Town Meeting in November to fund a capital improvement program for FY2022.

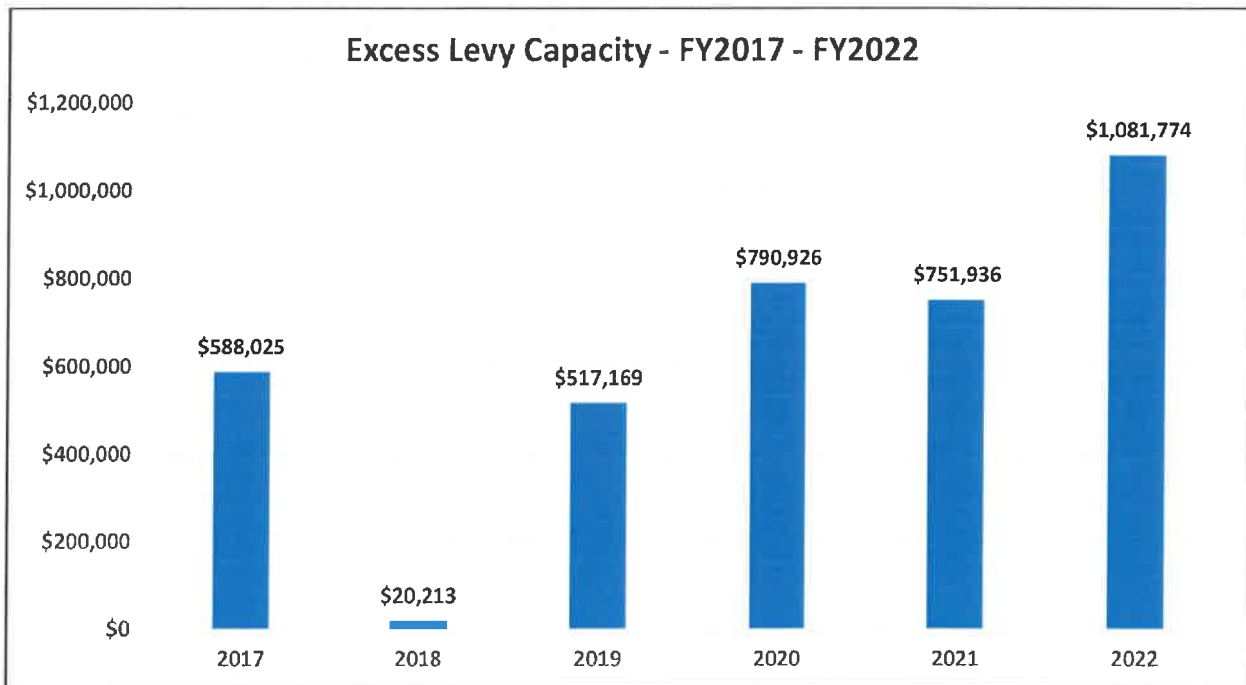
Below is a chart showing historical Free Cash balances as of July 1st:



The Stabilization Fund is the second primary reserve. Unlike Free Cash, the Stabilization Fund does not reset at the end of the fiscal year nor does it need certification from the Department of Revenue. Town Meeting may, by a majority vote, transfer funds into this account and may, by a two-thirds vote, appropriate funds out for any lawful purpose. The Stabilization Fund balance after the November Special Town Meeting was \$2,286,561. As part of the Select Board’s overall financial management policies, the Town strives each year to maintain a combined Free Cash and Stabilization balance between 5% and 10% of the ensuing year’s operating budget. In addition to being a prudent fiscal strategy, maintaining a healthy balance in reserves is viewed favorably by bond rating agencies. In the past five (5) fiscal years with one exception the Town has been able to achieve this target. The following chart shows this trend:



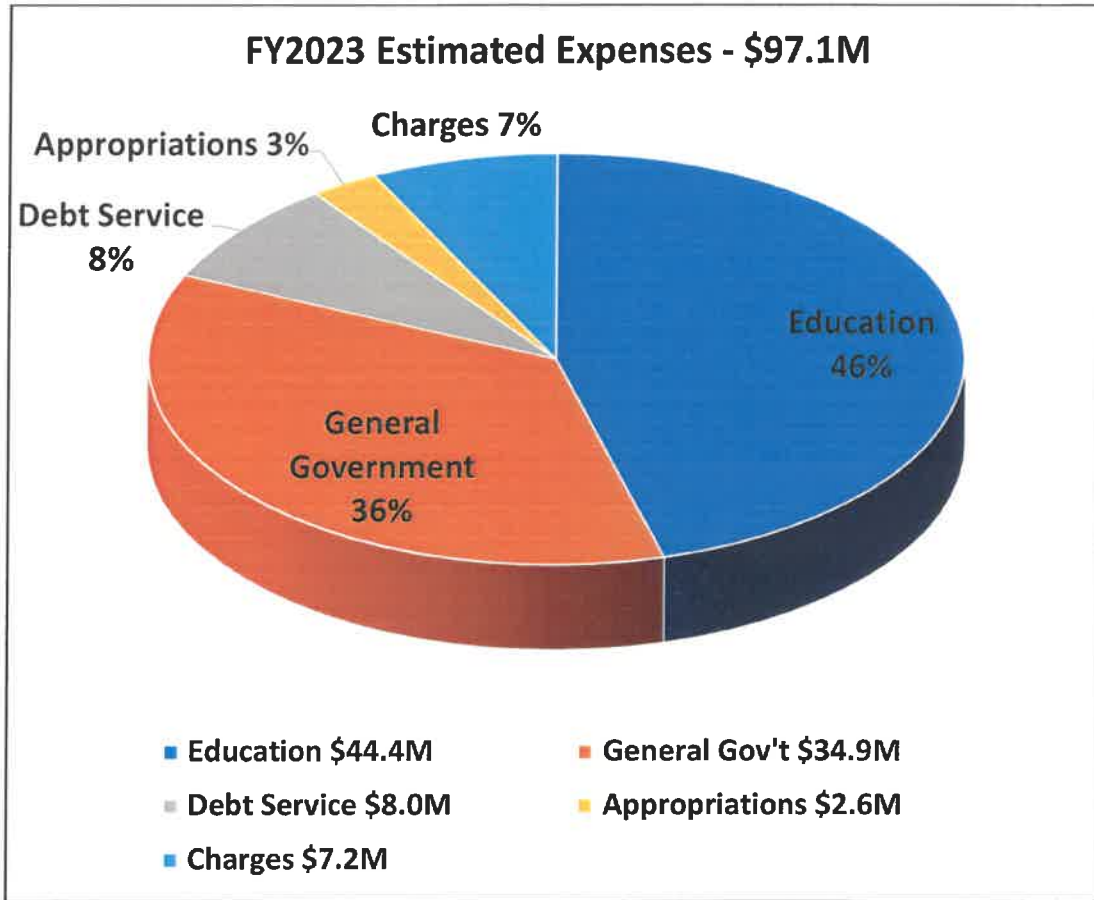
There are other reserves in addition to Free Cash and the Stabilization Fund. The Reserve Fund is maintained exclusively by the Finance Committee by statute to respond to extraordinary or unforeseen circumstances. In recent years the Reserve Fund was raised and appropriated annually at \$100,000. This amount was increased to \$200,000 in FY2022. Excess tax levy capacity may also be viewed as a reserve for the Town. This number represents the difference between the Town’s actual levy and the maximum allowable levy for a given year. Conservative budget decisions in recent years have yielded excess capacity in varying amounts which affords the Town a degree of budget flexibility. It should be noted, however, that the potential tax revenue from excess levy capacity exists only for that particular fiscal year. It represents an additional amount the Town could, but chooses not to, levy. The chart below tracks excess tax levy capacity for each of the past six (6) fiscal years:



Expenses Overview

Expenses to the Town may be broken out into the following categories: education, the total of the appropriation to Hudson Public Schools and the Assabet Valley Regional Technical High School assessment; general government, the total of departmental requests as well as the appropriations for health insurance, Medicare, general insurance, and the pension assessment; debt service; Town Meeting appropriations for capital and other warrant articles; and, charges which include tax title expenses, Cherry Sheet assessments, and a reserve to anticipate a potential snow and ice deficit rolled forward from the current fiscal year.

The chart below breaks out projected FY2023 expenses by category:



Department Requests

The development of the FY2023 operating budget has been influenced largely by decisions made in the prior two (2) fiscal years under extraordinary circumstances. The across-the-board 2% cuts implemented in FY2021 in response to anticipated pandemic-related revenue loss has had a profound impact on almost all departments relative to the delivery of services. The very lean FY2022 budget did not restore ground lost in FY2021 and set in place an operational framework that simply does not align with the current demand for services and the corresponding costs for these services. The austerity measures adopted in the final FY2021 and FY2022 budgets, while prudent and entirely defensible, have created significant pressure to fund a FY2023 budget that reflects the actual cost for delivering services. The current inflationary trend, with seemingly no end in sight, is exacerbating the problem. Prices have soared this year and it remains to be seen whether this trend will continue into FY2023. This increase in prices will no doubt also create wage pressure that will need to be addressed in a manner that fits within the Town's available revenue.

I am holding a reserve in this budget to fund the successor agreements with five (5) of the bargaining units. And, in addition to the 2% general wage adjustment for the non-union personnel, I am recommending the following new positions to address the increased demand for municipal services:

- Fire Prevention Deputy Chief (1.0 FTE) – This position was approved for funding in FY2021 but was not filled and remained unfilled in FY2022. In addition to assisting the Fire Chief in the daily management and administration of all aspects of the Fire Department’s operations, the primary focus of this position will be the supervision of the department’s prevention program which will include building inspections, the issuance of permits, the investigation of fire causes, and the development and implementation of fire prevention activities throughout the town. This position will also lead the department’s training initiatives.
- Police Lieutenant (1.0 FTE) – The police department has been operating in an understaffed capacity and this is having a direct impact on the level of services provided to the community. I am recommending a third lieutenant position to restore shift command coverage on many of the 3PM to 11PM shifts. The new position will also allow a lieutenant to administer the new comprehensive mandates implemented by the Massachusetts POST (Peace Officer Standards and Training) Commission established as part of the criminal justice reform legislation of 2020. Additionally, the new lieutenant will allow the necessary supervision to body camera data management. It is anticipated that the new position will provide for potential savings on overtime costs.
- Parks Laborer (W-2) (1.0 FTE) – The demands on the Parks/Cemetery/Forestry DPW Division have increased significantly in recent years and a critical point has been reached. The maintenance demands are numerous and include: the landscaping in and around the Wood Square rotary; the upkeep of the grounds of the new DPW / Police facility; the landscaping and maintenance of South Street, the Rail Trail, and the newly renovated Centennial Beach. Added to this list are the demands associated with maintaining the fields at the high school complex, which requires a minimum of one (1) full-time employee to work at this site 40 hours a week depending on the field needs.
- Clerk – Building Department (0.5 FTE) – I am recommending that a part-time non-union Clerk be funded to replace the 4-hour per week filing clerk in the current year’s budget to enhance the administrative function of this department. This position will be trained to manage all office tasks thereby providing more substantial administrative support to meet the growing demands of the office. During the previous two (2) years, residential and commercial construction has steadily increased in Hudson requiring more frequent plan reviews and inspections, and it is anticipated that this trend will continue into FY2023. The FY2022 new growth figure, \$1,065,846, a good indicator of construction activity, is the highest on record in the past six (6) years. At the time of this budget filing, there are more than eighty (80) new single-family houses at various stages of construction.

Water and Sewer

Water and sewer rates are set to ensure that the full cost of operating both utilities, including day-to-day operations and administrative support provided by other Town departments (indirect costs), are covered by the users of the systems. The projected increases in water and sewer expenditures have been anticipated now for some time. On the water side, the \$5M permanent PFAS filtration system at the Chestnut Street facility will come online in the spring. And, while the terms of the SRF borrowing are very favorable, the rates will need to increase to fund the debt service costs. Additionally, the water department is requesting \$450,000 to fund the replacement of the filtration media at both the Cranberry and Chestnut Street PFAS facilities. Some of this expense will be offset by funds obtained from the settlement with Precision Coating. On the sewer side, the \$14.7M Phase 2 Wastewater Treatment Plant Improvement project, also funded via the SRF loan program, will break ground in late spring / early summer of next year and sewer rates will need to be increased accordingly. Approximately \$1M in ARPA funds have been identified to address the projected pandemic-related cost increases to this project.

Next year I will be requesting that the Select Board revisit the discussion of implementing enterprise funds for both water and sewer operations. There are important benefits that will accrue to the rate-payers if enterprise funds are adopted. First, any year-end surplus (i.e., revenue received over budgeted estimates as well as departmental turnbacks) would remain within the enterprise fund in subsequent fiscal years and not close out to Free Cash. These funds, called retained earnings, would be available potentially to moderate future year rate increases and fund future capital investments. Second, segregating water and sewer finances outside of the general fund removes any possibility of circumventing Proposition 2 ½ restrictions (i.e., rate revenues improperly supporting general fund expenses).

Health Insurance

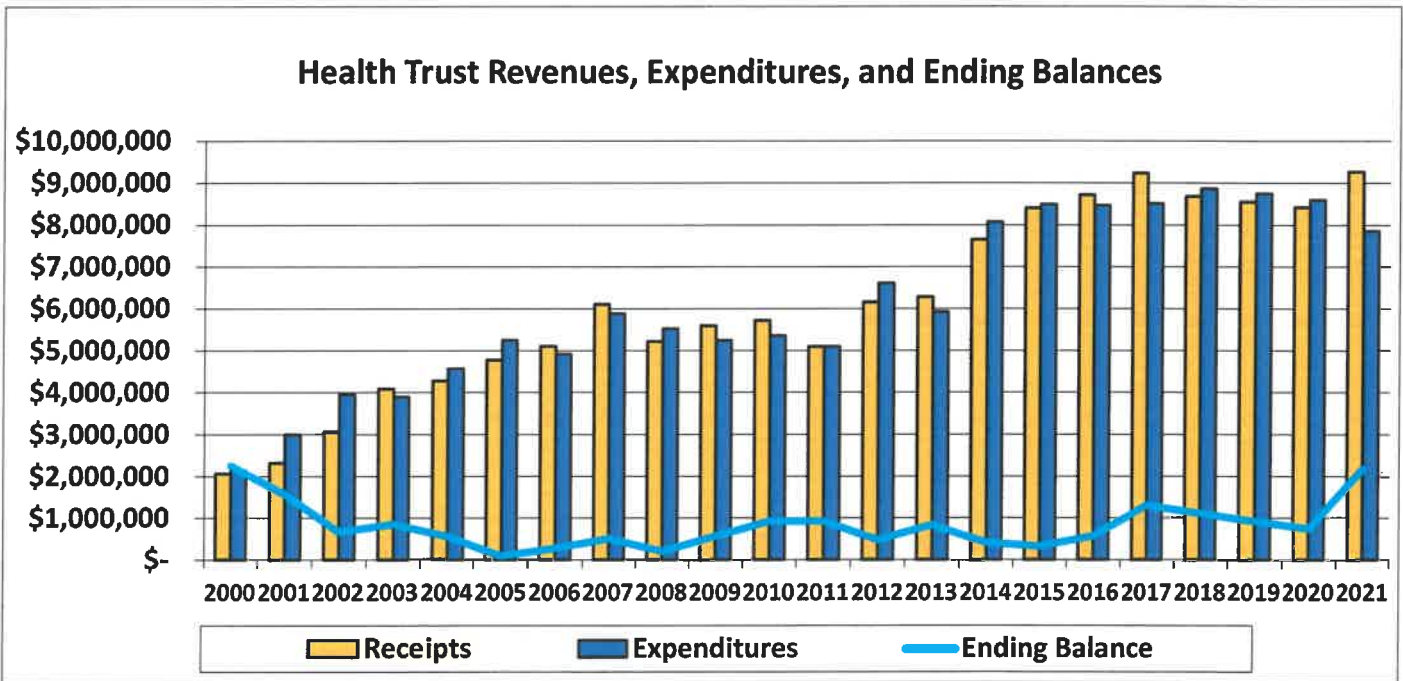
The Town is self-insured with respect to health insurance as claims and other related expenses are paid out of the Health Insurance Trust Fund. Hudson contributes 50% of the premium for both active plans and the Medicare supplement plan, and this is the lowest employer percentage authorized in state statute. There are only a few municipalities currently contributing at this rate. The active plans are rich in benefits, however, and provide employees with health insurance coverage with very low out-of-pocket exposure and there are no deductibles. As a result, the premiums are expensive and these high costs are borne by both the Town and the employees. The plan design in its current form provides little incentive to reduce utilization.

While employees have grown accustomed to these plans, the premium expense can create issues with hiring and retention. There are alternative health insurance options available that would likely reduce health insurance costs to the Town substantially. Many communities have

enrolled in the Group Insurance Commission (GIC), and municipal joint-purchase groups offer another option. MIIA, the Town’s general insurance provider, also manages a municipal health insurance collaborative with participation from many communities in Massachusetts. One of my primary objectives in the coming year is to study the various options available to reduce health insurance costs. While the Town’s premium contribution rate is as low as it can be, the health insurance program in its current form is not financially sustainable for the Town.

The projected increase to premiums for the active plans in FY2023 is 8.5% and the Medicare supplement plan will renew on January 1, 2022 at 0% as the trend in claims for this product is expected to remain within the premium revenue projected to be received next year. The average increase in premiums for the active plans within the past six (6) years has been 5.8%.

The chart below provides historical data on the Town’s Health Insurance Trust Fund from FY2000 to FY2021:



Pension and Other Post-Employment Benefits (OPEB) Liabilities

Hudson belongs to the Middlesex County Retirement System, one of 104 public retirement systems throughout the Commonwealth. The defined benefit pension in Massachusetts is funded both by employee contributions via payroll deductions, and by the employer via an annual assessment from the retirement system. This assessment for FY2023 will be \$6,794,331, and recent year-over-year percentage increases in the assessment to Hudson have ranged from

2.8% to 9%. The assessment municipalities pay are considered the annual required contribution (ARC) which is mandated by law to adequately fund the pension plan. The plan is required to fund the normal cost which is the cost of benefits accrued in the current year, as well as the cost to amortize, or pay off, the plan's unfunded liability for benefits which will accrue in the future. A pension plan is considered fully funded when it has funds sufficient to provide both current and future benefits to retirees. Per Chapter 32 of Massachusetts General Laws, all retirement systems are required to fund their entire liability no later than June 30, 2040. As of January 1, 2020, the Middlesex County Retirement System had a funding ratio of only 48.1%, ranking 96 out of the 104 retirement systems statewide. It is not projected to be fully funded until 2037.

Other Post-Employment Benefits (OPEB) represent employer costs other than pension owed to retired municipal employees, primarily those costs associated with health insurance. These benefits, once earned, are owed to retired employees for their lifetime. As health care costs continue to rise and retired employees live longer, the liability to municipalities has grown significantly. The total OPEB liability for the Town of Hudson as of June 30, 2020 was \$88,064,106. The OPEB liability for all municipalities including the Commonwealth is in the tens of billions of dollars. In contrast to the annual required contribution for pension funding, there is currently no law requiring municipalities to fully fund their OPEB liability and, as a result, most municipalities fund OPEB through the pay-as-you-go method which means these health insurance costs are paid out of the operating budget each year as the benefits are consumed. Besides, most communities do not have the resources to fully fund this liability.

Some efforts to introduce OPEB reform have taken place in Massachusetts. A special commission filed its report in 2013 with recommendations, but there has been little interest or political will from stakeholders to continue the discussion. In the meantime, to begin to address this liability most communities have established OPEB trust funds and strive to make annual contributions to the fund. Hudson established an OPEB trust fund in November of 2016 and has made annual contributions in recent years, including a \$175,000 appropriation, the largest to date, at the Special Town Meeting in November. The current OPEB trust fund balance is \$333,916.

At this time, the only practical way to fund this liability is to continue to make contributions, however small, out of reserves provided there is a surplus above the 5% to 10% reserves target. Doing so also demonstrates to the bond rating agencies that Hudson views this obligation and its potential financial implications seriously. Looking ahead, there may be an opportunity to begin to "catch up" on the OPEB liability in 2037 if the Middlesex County Retirement System reaches 100% funding. In this scenario, the Town's pension ARC would drop significantly as only the normal cost would require funding each year. The Town could then pivot and re-allocate the balance of the pension assessment to the OPEB trust in each subsequent year and there would be no impact to the operating budget.

In relation to communities which compare closely to Hudson relative to population, income per capita, equalized value (i.e., tax base value) per capita, and operating budget, Hudson clearly falls short with respect to OPEB trust fund contributions (see chart below showing fund balances as of June 30, 2020). It is interesting, also, to note the wide variance in OPEB trust fund balances among the communities sampled. Until a legislative mandate is introduced, communities will likely continue to make OPEB contributions each year to the extent that they have the financial capacity to do so.

Municipality	County	2019 Population	2021 DOR Income Per Capita	2020 EQV Per Capita	2021 Total Budget	2020 OPEB Trust Fund Balance
Hudson	MIDDLESEX	19,864	\$39,140	\$159,434	\$92,076,188	\$103,405
Ashland	MIDDLESEX	17,807	\$50,587	\$180,541	\$81,234,744	\$3,739,756
Easton	BRISTOL	25,105	\$48,846	\$162,976	\$92,469,993	\$147,506
Grafton	WORCESTER	18,883	\$49,768	\$151,129	\$75,279,376	\$129,666
Sandwich	BARNSTABLE	20,169	\$42,982	\$246,910	\$95,869,958	\$957,721
Sharon	NORFOLK	18,895	\$66,979	\$209,674	\$97,177,391	\$1,296,433
Stoneham	MIDDLESEX	24,126	\$44,234	\$193,824	\$83,361,499	\$194,213

Capital Program and Warrant Articles

I am reserving approximately \$1.5M in Free Cash to fund the pay-as-you-go portion of the annual capital program which will include the traditional \$300,000 supplement to Chapter 90 funding for road resurfacing, with the balance to fund certain department requests for FY2023. Free Cash is also being anticipated to fund the expense to begin disposing of the accumulated street sweepings at the DPW yard per the Administrative Consent Order issued by the MADEP earlier this year. This expense is estimated at \$100,000 each year for the next four (4) years. I also anticipate the potential for ARPA funds to be used toward the acquisition of a new fire pumper as well as capital upgrades at the Mulready and Forest Avenue Schools. I will update this section in advance of the final recommended capital plan presentation on January 24, 2021. The update will include recommended borrowing authorizations to fund some or the larger capital requests. Below is a chart showing all of the FY2023 capital requests by department:

FY2023 CAPITAL REQUESTS			
Department	Request	Dept Priority	Requested Amount
DPW	DPW Garage Facility Assessment	1	\$30,000
	Field Mower	2	\$89,000
	MS4 Year 4 Compliance	3	\$146,000
	Street Sweeping Disposal	4	\$100,000

	6-wheel Dump Sander & Plow	5	\$210,000
	Compact Track Loader	6	\$58,000
	Road Resurfacing & Cox – Old Bolton Rd Intersection Improvements	7	\$340,000
	Computer Equipment	8	\$28,000
	Wastewater Treatment Plant Upgrades	9	\$100,000
FIRE	SCBA Replacement	1	\$450,000
	New Pumper	2	\$750,000
LIBRARY	Exterior powerwashing / waterproofing	1	\$35,500
COMMUNITY DEVELOPMENT	OSRP Update	1	\$100,000
IT	Redundant Switching	1	\$173,296
	Barracuda 790 Backup	2	\$50,139
POLICE	Cruisers (3)	1	\$201,000
	Tasers, Less-lethal, shotgun	2	\$92,500
	Patrol and Tactical Rifles	3	\$30,000
	Police HQ Computers	4	\$65,000
SCHOOL DEPARTMENT	Farley Air Conditioners	1	\$525,000
	Mulready - Replace Univents 22 rooms	2	\$280,000
	Forest Ave - Replace Univents 30 rooms	3	\$365,000
	Mulready - Replace Windows	4	\$590,000
	Forest Ave - Replace Windows	5	\$440,000
TOTAL			\$5,248,435

The enclosed FY2023 budget is balanced and ready for review by the Select Board and Finance Committee. This budget has been prepared using all available information known to me at this time. Conservative revenue estimates have been used and these estimates may be revised in the coming months as new information becomes available. I would like to thank the department heads who worked carefully to assemble detailed budget and capital requests. A special thanks also to Patricia Fay and Fernanda Santos who provided their guidance and expertise in ensuring a smooth process was followed as this budget was developed.

Respectfully submitted,

Thomas Gregory
Executive Assistant

FINANCIAL PLAN CONTROL SHEET					
		FY22	FY23	Increase (Decrease)	% Change
REVENUES					
PROPERTY TAX		59,464,138.00	62,273,815.12	2,809,677.12	4.7200%
STATE AID					
	NON-EARMARKED	2,413,233.00	2,470,349.67	57,116.67	2.3700%
	EDUCATION	13,720,360.00	13,801,321.96	80,961.96	0.5900%
		16,133,593.00	16,271,671.63	138,078.63	0.8600%
LOCAL RECEIPTS		15,428,835.00	16,200,000.00	771,165.00	5.0000%
AVAILABLE FUNDS					
	FREE CASH	1,510,546.00	1,705,435.00	194,889.00	12.9000%
	L&P SURPLUS	225,000.00	225,000.00	-	0.0000%
	FARLEY REIMBURSEMENT	-	-	-	
	STABILIZATION	993,574.00	-	(993,574.00)	
	DPW STABILIZATION	-	-	-	
	CABLE RECEIPTS	507,708.00	453,500.00	(54,208.00)	-10.6800%
	SALE OF REAL ESTATE	26,725.00	-	(26,725.00)	-2.2000%
	TRANSFER	-	-	-	
		3,263,553.00	2,383,935.00	(879,618.00)	-26.9500%
TOTAL REVENUE		94,290,119.00	97,129,421.75	2,839,302.75	3.0100%
EXPENSES					
EDUCATION					
	HUDSON	40,450,000.00	41,562,375.00	1,112,375.00	2.7500%
	ASSABET	2,793,451.00	2,863,287.28	69,836.27	2.5000%
		43,243,451.00	44,425,662.28	1,182,211.28	2.7300%
GENERAL GOVERNMENT					
	DEPARTMENTS	19,686,142.00	21,337,356.00	1,651,214.00	8.3900%
	HEALTH & LIFE	5,250,000.00	5,565,000.00	315,000.00	6.0000%
	FICA	765,000.00	780,300.00	15,300.00	2.0000%
	GENERAL INS.	419,280.00	461,208.00	41,928.00	10.0000%
	CONTRIB. RET.	6,381,731.00	6,794,331.00	412,600.00	6.4700%
		32,502,153.00	34,938,195.00	2,436,042.00	7.5000%
DEBT SERVICE					
	PRINCIPAL	5,259,387.92	5,290,911.00	31,523.08	0.6000%
	INTEREST	2,096,285.91	2,304,418.00	208,132.09	9.9300%
	OTHER DEBT SERVICE	392,267.00	381,047.00	(11,220.00)	-2.8600%
	DEBT SERVICE ON RECAP	-	-	-	
		7,747,940.83	7,976,376.00	228,435.17	2.9500%
TOWN MEETING					
	ARTICLES	995,254.00	960,500.00	(34,754.00)	-3.4900%
	OPEB	225,000.00	50,000.00	(175,000.00)	-77.7800%
	CAPITAL PLAN	300,000.00	1,525,435.00	1,225,435.00	408.4800%
	STABILIZATION	1,000,000.00	-	(1,000,000.00)	-100.0000%
	RESERVE FUND	200,000.00	100,000.00	(100,000.00)	-50.0000%
	MAY RETRO WAGES	-	-	-	
	NOVEMBER TOWN MEETING	1,162,176.00	-	(1,162,176.00)	
		3,882,430.00	2,635,935.00	(1,246,495.00)	-32.1100%
CHARGES					
	TAX TITLE	25,000.00	25,000.00	-	0.0000%
	OFFSETS	843,301.00	843,681.64	380.64	0.0500%
	SNOW DEFICIT	246,228.00	325,000.00	78,772.00	
	STATE ASSESSMENTS	5,169,314.00	5,297,461.83	128,147.82	2.4800%
	OVERLAY DEFICITS	-	-	-	
	OVERLAY RESERVE	613,065.00	662,110.00	49,045.00	8.0000%
		6,896,908.00	7,153,253.47	256,345.47	3.7200%
TOTAL TO BE RAISED		94,272,882.83	97,129,421.74	2,856,538.91	3.0300%
TAX CALCULATIONS					
PRIOR YEAR LEVY LIMIT		54,221,196.00	56,642,572.00		
2.5 PERCENT		1,355,530.00	1,416,064.00		
NEW GROWTH		1,065,846.00	750,000.00		
CURRENT YEAR LEVY LIMIT		56,642,572.00	58,808,636.00		
DEBT EXCLUSION TAX YIELD		3,903,340.00	3,851,723.00		
MAXIMUM ALLOWABLE LEVY		60,545,912.00	62,660,359.00		
TAX		59,464,138.00	62,273,815.12		
EXCESS		1,081,774.00	386,543.88		

TOWN OF HUDSON FIVE-YEAR FORECAST

	Multiplier	FY 23	FY 24	FY 25	FY 26	FY 27
REVENUES						
PROPERTY TAX		62,273,815	64,582,321	66,686,260	66,719,888	68,591,931
STATE AID						
NON-EARMARKED		2,470,350	2,593,500	2,615,464	2,691,265	2,769,315
EDUCATION		13,801,322	14,433,194	14,681,382	15,146,644	15,629,781
		<u>16,271,672</u>	<u>17,026,694</u>	<u>17,296,847</u>	<u>17,837,909</u>	<u>18,399,097</u>
LOCAL RECEIPTS		16,200,000	18,025,000	18,425,000	20,100,000	20,500,000
AVAILABLE FUNDS						
FREE CASH		1,705,435	1,800,000	1,800,000	1,900,000	1,900,000
L&P SURPLUS		225,000	225,000	225,000	225,000	225,000
FARLEY REIMBURSEMENT		-	-	-	-	-
STABILIZATION		-	-	-	-	-
DPW STABILIZATION		-	-	-	-	-
CABLE RECEIPTS		453,500	450,000	450,000	400,000	400,000
SALE OF REAL ESTATE		-	-	-	-	-
TRANSFER		-	-	-	-	-
		<u>2,383,935</u>	<u>2,475,000</u>	<u>2,475,000</u>	<u>2,525,000</u>	<u>2,525,000</u>
TOTAL AVAILABLE		34,855,607	37,526,694	38,196,847	40,462,909	41,424,097
TOTAL REVENUE		97,129,422	102,109,015	104,883,107	107,182,798	110,016,028

EXPENSES

EDUCATION						
HUDSON	2.50%	41,562,375	42,601,434	43,666,470	44,758,132	45,877,085
ASSABET	2.50%	2,863,287	2,934,869	3,008,241	3,083,447	3,160,533
		<u>44,425,662</u>	<u>45,536,304</u>	<u>46,674,711</u>	<u>47,841,579</u>	<u>49,037,619</u>
GENERAL GOVERNMENT						
DEPARTMENTS	2.50%	21,337,356	21,870,790	22,417,560	22,977,999	23,552,449
HEALTH & LIFE	5.00%	5,565,000	5,843,250	6,135,413	6,442,183	6,764,292
FICA	2.00%	780,300	795,906	811,824	828,061	844,622
GENERAL INS.	1.00%	461,208	465,820	470,478	475,183	479,935
CONTRIB. RET.	6.00%	6,794,331	7,201,991	7,634,110	8,092,157	8,577,686
		<u>34,938,195</u>	<u>36,177,757</u>	<u>37,469,385</u>	<u>38,815,582</u>	<u>40,218,984</u>
DEBT SERVICE						
PRINCIPAL		5,290,911	6,657,433	6,734,264	6,050,408	5,937,875
INTEREST		2,304,418	2,903,672	2,680,601	2,466,171	2,226,481
OTHER DEBT SERVICE		381,047	369,827	358,607	347,387	338,411
DEBT SERVICE ON RECAP		-	-	-	-	-
		<u>7,976,376</u>	<u>9,930,933</u>	<u>9,773,472</u>	<u>8,863,967</u>	<u>8,502,767</u>
TOWN MEETING						
ARTICLES		960,500	1,000,000	1,000,000	1,000,000	1,000,000
CAPITAL PLAN		1,525,435	1,600,000	1,600,000	1,700,000	1,700,000
STABILIZATION		-	100,000	100,000	100,000	100,000
RESERVE FUND		100,000	100,000	100,000	100,000	100,000
RETRO WAGES	0.00%	-	-	-	-	-
OPEB TRUST (excess reserves)		50,000	50,000	50,000	100,000	100,000
NOVEMBER TOWN MEETING	0.00%	-	-	-	-	-
		<u>2,635,935</u>	<u>2,850,000</u>	<u>2,850,000</u>	<u>3,000,000</u>	<u>3,000,000</u>
CHARGES						
TAX TITLE	0.00%	25,000	25,000	25,000	25,000	25,000
OFFSETS		843,682	844,451	845,235	846,035	846,851
SNOW DEFICIT	2.50%	325,000	325,000	325,000	325,000	325,000
STATE ASSESSMENTS		5,297,462	5,730,977	6,204,166	6,720,851	7,285,233
OVERLAY DEFICITS		-	-	-	-	-
OVERLAY RESERVE	4.00%	662,110	688,594	716,138	744,784	774,575
		<u>7,153,253</u>	<u>7,614,022</u>	<u>8,115,539</u>	<u>8,661,670</u>	<u>9,256,658</u>
TOTAL TO BE RAISED		97,129,422	102,109,015	104,883,107	107,182,798	110,016,028
BUDGETARY SURPLUS/(DEFICIT)		-	-	-	-	-

TAX CALCULATIONS

PRIOR YEAR LEVY LIMIT		56,642,572	58,808,636	61,028,852	63,304,573	65,637,187
2.5 PERCENT		1,416,064	1,470,216	1,525,721	1,582,614	1,640,930
NEW GROWTH		750,000	750,000	750,000	750,000	750,000
CURRENT YEAR LEVY LIMIT		<u>58,808,636</u>	<u>61,028,852</u>	<u>63,304,573</u>	<u>65,637,187</u>	<u>68,028,117</u>
DEBT EXCLUSION TAX YIELD		3,851,723	3,553,499	3,771,289	1,372,556	1,335,130
MAXIMUM ALLOWABLE LEVY		<u>62,660,359</u>	<u>64,582,351</u>	<u>67,075,862</u>	<u>67,009,743</u>	<u>69,363,247</u>
TAX		62,273,815	64,582,321	66,686,260	66,719,888	68,307,484
EXCESS LEVY CAPACITY		<u>386,544</u>	<u>30</u>	<u>389,602</u>	<u>289,854</u>	<u>-</u>
OVERLAY AS A PERCENTAGE OF LEVY		1.06%	1.07%	1.07%	1.12%	1.13%

TOWN OF HUDSON FIVE-YEAR FORECAST

	Multiplier	<u>FY 23</u>	<u>FY 24</u>	<u>FY 25</u>	<u>FY 26</u>	<u>FY 27</u>
<u>RESERVE CALCULATIONS</u>						
BEGINNING FREE CASH		4,061,064	4,032,440	3,698,993	3,595,978	2,159,011
LESS FREE CASH USED IN BUDGET		1,705,435	1,800,000	1,800,000	1,900,000	1,900,000
PLUS REVENUE SURPLUS/(DEFICIT)		1,076,811	866,553	1,096,986	(136,967)	127,650
PLUS ANTICIPATED TURNBACKS		600,000	600,000	600,000	600,000	600,000
ENDING FREE CASH		<u>4,032,440</u>	<u>3,698,993</u>	<u>3,595,978</u>	<u>2,159,011</u>	<u>986,661</u>
BEGINNING FREE CASH AS A PERCENTAGE OF BUDGET		4.18%	3.95%	3.53%	3.35%	1.96%
ENDING FREE CASH AS A PERCENTAGE OF BUDGET		4.15%	3.62%	3.43%	2.01%	0.90%
BEGINNING STABILIZATION BALANCE		3,173,670	3,273,670	3,373,670	3,473,670	3,573,670
LESS USED		-	-	-	-	-
PLUS ADDITIONAL		100,000	100,000	100,000	100,000	100,000
ENDING STABILIZATION BALANCE		<u>3,273,670</u>	<u>3,373,670</u>	<u>3,473,670</u>	<u>3,573,670</u>	<u>3,673,670</u>
BEGINNING STABILIZATION BALANCE AS A % OF BUDGET		3.27%	3.21%	3.22%	3.24%	3.25%
ENDING STABILIZATION BALANCE AS A % OF BUDGET		3.37%	3.30%	3.31%	3.33%	3.34%
BEGINNING TOTAL RESERVES AS A % OF BUDGET		7.45%	7.16%	6.74%	6.60%	5.21%
ENDING TOTAL RESERVES AS A % OF BUDGET		7.52%	6.93%	6.74%	5.35%	4.24%

TOWN OF HUDSON FIVE-YEAR FORECAST - WATER ENTERPRISE (PRO FORMA)

	Multiplier	<u>FY 23</u>	<u>FY 24</u>	<u>FY 25</u>	<u>FY 26</u>	<u>FY 27</u>
<u>REVENUES</u>						
RATE REVENUE		4,583,238	4,949,897	5,147,893	5,199,372	5,459,340
PRECISION SETTLEMENT		114,224	114,224	114,224	114,224	114,224
FUND APPROPRIATION		-	-	-	-	-
TOTAL REVENUE		4,697,462	5,064,121	5,262,117	5,313,596	5,573,564
<u>EXPENSES</u>						
DEPARTMENTS	2.50%	2,413,892	2,474,239	2,786,095	2,855,748	3,227,141
INDIRECT WAGES	2.50%	268,300	275,008	281,883	288,930	296,153
INDIRECT EXPENSES	2.50%	28,510	29,223	29,953	30,702	31,470
HEALTH & LIFE	5.00%	131,047	137,600	144,480	151,704	159,289
FICA	3.00%	35,001	35,876	36,773	37,693	38,635
GENERAL INS.	1.00%	30,628	30,934	31,244	31,556	31,872
CONTRIB. RET.	4.00%	284,382	295,757	307,587	319,891	332,686
		3,191,761	3,278,638	3,618,016	3,716,223	4,117,247
DEBT SERVICE						
PRINCIPAL		930,000	1,186,000	1,134,000	1,004,000	1,004,000
INTEREST		492,653	504,203	473,828	432,328	396,650
OTHER DEBT SERVICE		-	-	-	-	-
		1,422,653	1,690,203	1,607,828	1,436,328	1,400,650
TOTAL TO BE RAISED		4,614,414	4,968,841	5,225,844	5,152,551	5,517,897
BUDGETARY SURPLUS/(DEFICIT)		83,048	95,280	36,273	161,044	55,668
<u>RATE CALCULATIONS</u>						
RATE INCREASE		18.00%	8.00%	4.00%	1.00%	5.00%
<u>RESERVE CALCULATIONS</u>						
BEGINNING FUND BALANCE		450,590	633,638	828,918	965,191	1,226,236
LESS FUND BAL CASH USED IN BUDGET		-	-	-	-	-
PLUS TOTAL SURPLUS/(DEFICIT)		83,048	95,280	36,273	161,044	55,668
PLUS ANTICIPATED TURNBACKS		100,000	100,000	100,000	100,000	100,000
ENDING FUND BALANCE		633,638	828,918	965,191	1,226,236	1,381,904
BEGINNING FUND BALANCE AS A PERCENTAG		9.76%	12.75%	15.86%	18.73%	22.22%
ENDING FUND BALANCE AS A PERCENTAGE O		13.73%	16.68%	18.47%	23.80%	25.04%

TOWN OF HUDSON FIVE-YEAR FORECAST - SEWER ENTERPRISE (PRO FORMA)

	Multiplier	<u>FY 23</u>	<u>FY 24</u>	<u>FY 25</u>	<u>FY 26</u>	<u>FY 27</u>
<u>REVENUES</u>						
RATE REVENUE		4,844,617	5,789,318	5,905,104	5,964,155	6,023,796
FUND APPROPRIATION		-	-	-	-	-
TOTAL REVENUE		4,844,617	5,789,318	5,905,104	5,964,155	6,023,796

EXPENSES

DEPARTMENTS	2.50%	2,193,474	2,248,311	2,304,519	2,362,132	2,421,185
INDIRECT WAGES	2.50%	269,957	276,706	283,624	290,714	297,982
INDIRECT EXPENSES	2.50%	28,510	29,223	29,953	30,702	31,470
HEALTH & LIFE	5.00%	127,161	133,519	140,195	147,205	154,565
FICA	3.00%	31,805	32,601	33,416	34,251	35,107
GENERAL INS.	1.00%	38,628	39,014	39,404	39,799	40,197
CONTRIB. RET.	4.00%	275,948	286,986	298,465	310,404	322,820
		2,965,483	3,046,359	3,129,576	3,215,206	3,303,325
DEBT SERVICE						
PRINCIPAL		989,910	1,617,433	1,630,264	1,558,408	1,571,875
INTEREST		537,188	1,103,846	1,038,839	973,500	911,574
OTHER DEBT SERVICE		-	-	-	-	-
		1,527,098	2,721,279	2,669,103	2,531,908	2,483,449
CAPITAL PLAN						
		-	-	-	-	-
TOTAL TO BE RAISED		4,492,581	5,767,638	5,798,679	5,747,114	5,786,775
BUDGETARY SURPLUS/(DEFICIT)		352,036	21,679	106,425	217,041	237,022

RATE CALCULATIONS

RATE INCREASE	11.00%	19.50%	2.00%	1.00%	1.00%
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RESERVE CALCULATIONS

BEGINNING FUND BALANCE	(341,258)	110,778	232,457	438,882	755,923
LESS FUND BAL CASH USED IN BUDGET	-	-	-	-	-
PLUS TOTAL SURPLUS/(DEFICIT)	352,036	21,679	106,425	217,041	237,022
PLUS ANTICIPATED TURNBACKS	100,000	100,000	100,000	100,000	100,000
ENDING FUND BALANCE	110,778	232,457	438,882	755,923	1,092,945
BEGINNING FUND BALANCE AS A PERCENTAGE	-7.60%	1.92%	4.01%	7.64%	13.06%
ENDING FUND BALANCE AS A PERCENTAGE OF	2.47%	4.03%	7.57%	13.15%	18.89%

Budget Summary

General Government

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 1220-SELECTMEN							
Subtotal 008-Personal Services	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$4,049.88	\$4,147.17	\$4,524.00	\$4,750.00	\$4,750.00	\$0.00	\$0.00
	\$13,049.88	\$13,147.17	\$13,524.00	\$13,750.00	\$13,750.00	\$0.00	\$0.00
Total 1230-EXECUTIVE ASSISTANT							
Subtotal 008-Personal Services	\$310,270.85	\$324,553.40	\$328,693.00	\$338,884.00	\$338,884.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$5,345.17	\$4,303.61	\$5,000.00	\$5,613.00	\$5,613.00	\$0.00	\$0.00
	\$315,616.02	\$328,857.01	\$333,693.00	\$344,497.00	\$344,497.00	\$0.00	\$0.00
Total 1231-ELECTION TOWN MEETING							
Subtotal 008-Personal Services	\$22,064.75	\$32,263.81	\$14,946.00	\$49,353.00	\$49,353.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$10,503.83	\$16,971.25	\$11,975.00	\$13,650.00	\$13,650.00	\$0.00	\$0.00
	\$32,568.58	\$49,235.06	\$26,921.00	\$63,003.00	\$63,003.00	\$0.00	\$0.00
Total 1232-COMMUNITY DEVELOPMENT							
Subtotal 008-Personal Services	\$277,575.56	\$217,533.33	\$241,148.00	\$264,085.00	\$264,085.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$14,163.32	\$10,052.91	\$15,700.00	\$19,700.00	\$19,700.00	\$0.00	\$0.00
	\$291,738.88	\$227,586.24	\$256,848.00	\$283,785.00	\$283,785.00	\$0.00	\$0.00
Total 1235-LEGAL SERVICES							
Subtotal 040-Operating Expenses	\$452,257.92	\$207,304.65	\$250,000.00	\$250,000.00	\$250,000.00	\$0.00	\$0.00
	\$452,257.92	\$207,304.65	\$250,000.00	\$250,000.00	\$250,000.00	\$0.00	\$0.00

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 1236-TOWN BUILDINGS							
Subtotal 008-Personal Services	\$58,879.21	\$58,721.48	\$61,016.00	\$63,342.00	\$63,342.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$211,243.42	\$185,687.08	\$200,704.00	\$238,512.00	\$238,512.00	\$0.00	\$0.00
	\$270,122.63	\$244,408.56	\$261,720.00	\$301,854.00	\$301,854.00	\$0.00	\$0.00
Total 1237-PERSONNEL EXPENSE							
Subtotal 040-Operating Expenses	\$17,980.50	\$11,219.70	\$11,760.00	\$13,960.00	\$13,960.00	\$0.00	\$0.00
	\$17,980.50	\$11,219.70	\$11,760.00	\$13,960.00	\$13,960.00	\$0.00	\$0.00
Total 1330-FINANCE/IT DEPARTMENT							
Subtotal 008-Personal Services	\$671,169.00	\$569,924.02	\$718,662.00	\$783,419.00	\$783,419.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$141,502.75	\$139,027.55	\$182,925.00	\$197,600.00	\$197,600.00	\$0.00	\$0.00
	\$812,671.75	\$708,951.57	\$901,587.00	\$981,019.00	\$981,019.00	\$0.00	\$0.00
Total 1610-TOWN CLERK							
Subtotal 008-Personal Services	\$155,436.43	\$164,846.41	\$167,874.00	\$162,608.00	\$162,608.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$12,577.92	\$12,722.62	\$12,777.00	\$14,355.00	\$14,355.00	\$0.00	\$0.00
	\$168,014.35	\$177,569.03	\$180,651.00	\$176,963.00	\$176,963.00	\$0.00	\$0.00
Total 1960-MODERATOR							
Subtotal 040-Operating Expenses	\$220.00	\$110.00	\$110.00	\$110.00	\$110.00	\$0.00	\$0.00
	\$220.00	\$110.00	\$110.00	\$110.00	\$110.00	\$0.00	\$0.00
Total 1961-FINANCE COMMITTEE							
Subtotal 040-Operating Expenses	\$245.00	\$245.00	\$853.00	\$853.00	\$853.00	\$0.00	\$0.00
	\$245.00	\$245.00	\$853.00	\$853.00	\$853.00	\$0.00	\$0.00

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 1962-BOARD OF ASSESSORS							
<i>Subtotal 008-Personal Services</i>	\$29,703.84	\$29,703.84	\$29,704.00	\$30,904.00	\$30,904.00	\$0.00	\$0.00
<i>Subtotal 040-Operating Expenses</i>	\$39,924.69	\$83,218.85	\$96,850.00	\$95,500.00	\$95,500.00	\$0.00	\$0.00
	\$69,628.53	\$112,922.69	\$126,554.00	\$126,404.00	\$126,404.00	\$0.00	\$0.00
Total 1967-MUNICIPAL LIGHT BOARD							
<i>Subtotal 008-Personal Services</i>	\$3,899.88	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$0.00	\$0.00
	\$3,899.88	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$0.00	\$0.00
Total 1971-FORT MEADOW COMMISSION							
<i>Subtotal 040-Operating Expenses</i>	\$3,731.26	\$2,480.60	\$5,900.00	\$6,300.00	\$6,300.00	\$0.00	\$0.00
	\$3,731.26	\$2,480.60	\$5,900.00	\$6,300.00	\$6,300.00	\$0.00	\$0.00
Total 1974-LAKE BOON COMMISSION							
<i>Subtotal 040-Operating Expenses</i>	\$521.95	\$0.00	\$2,834.00	\$5,534.00	\$5,534.00	\$0.00	\$0.00
	\$521.95	\$0.00	\$2,834.00	\$5,534.00	\$5,534.00	\$0.00	\$0.00
Total 1977-HISTORICAL DISTRICT COMM							
<i>Subtotal 040-Operating Expenses</i>	\$505.00	\$370.00	\$784.00	\$784.00	\$784.00	\$0.00	\$0.00
	\$505.00	\$370.00	\$784.00	\$784.00	\$784.00	\$0.00	\$0.00
Totals for General Government	\$2,452,772.13	\$2,088,007.28	\$2,377,339.00	\$2,572,416.00	\$2,572,416.00	\$0.00	\$0.00

Budget Summary

Public Safety

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 2100-POLICE DEPARTMENT							
<i>Subtotal 008-Personal Services</i>	\$3,178,005.04	\$3,080,904.87	\$3,711,064.00	\$3,877,588.00	\$3,877,588.00	\$0.00	\$0.00
<i>Subtotal 040-Operating Expenses</i>	\$341,668.66	\$340,347.23	\$422,286.00	\$522,095.00	\$522,095.00	\$0.00	\$0.00
	\$3,519,673.70	\$3,421,252.10	\$4,133,350.00	\$4,399,683.00	\$4,399,683.00	\$0.00	\$0.00
Total 2200-FIRE DEPARTMENT							
<i>Subtotal 008-Personal Services</i>	\$2,982,893.13	\$3,191,749.09	\$3,429,737.00	\$3,611,215.00	\$3,611,215.00	\$0.00	\$0.00
<i>Subtotal 040-Operating Expenses</i>	\$297,586.98	\$309,416.56	\$327,176.00	\$384,732.00	\$384,732.00	\$0.00	\$0.00
	\$3,280,480.11	\$3,501,165.65	\$3,756,913.00	\$3,995,947.00	\$3,995,947.00	\$0.00	\$0.00
Total 2410-BUILDING INSPECTION							
<i>Subtotal 008-Personal Services</i>	\$176,040.87	\$173,659.91	\$181,339.00	\$201,535.00	\$201,535.00	\$0.00	\$0.00
<i>Subtotal 040-Operating Expenses</i>	\$15,429.21	\$10,278.29	\$7,884.00	\$9,064.00	\$9,064.00	\$0.00	\$0.00
	\$191,470.08	\$183,938.20	\$189,223.00	\$210,599.00	\$210,599.00	\$0.00	\$0.00
Totals for Public Safety	\$6,991,623.89	\$7,106,355.95	\$8,079,486.00	\$8,606,229.00	\$8,606,229.00	\$0.00	\$0.00

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 4210-P.W.D ADMINISTRATION/CENTRAL							
Subtotal 008-Personal Services	\$543,005.57	\$571,792.48	\$611,789.00	\$667,882.00	\$667,882.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$187,505.51	\$215,335.33	\$253,500.00	\$307,900.00	\$307,900.00	\$0.00	\$0.00
	\$730,511.08	\$787,127.81	\$865,289.00	\$975,782.00	\$975,782.00	\$0.00	\$0.00
Total 4212-P.W.D PARKS/CEMETERY/FORESTRY							
Subtotal 008-Personal Services	\$557,048.12	\$532,997.44	\$600,134.00	\$644,756.00	\$644,756.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$62,913.80	\$44,097.44	\$46,350.00	\$63,300.00	\$63,300.00	\$0.00	\$0.00
	\$619,961.92	\$577,094.88	\$646,484.00	\$708,056.00	\$708,056.00	\$0.00	\$0.00
Total 4215-STREETS							
Subtotal 008-Personal Services	\$454,681.12	\$484,993.56	\$570,660.00	\$562,741.00	\$562,741.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$312,496.71	\$298,897.12	\$404,600.00	\$415,500.00	\$415,500.00	\$0.00	\$0.00
	\$767,177.83	\$783,890.68	\$975,260.00	\$978,241.00	\$978,241.00	\$0.00	\$0.00
Total 4219-P.W.D VEHICLE							
Subtotal 008-Personal Services	\$224,539.19	\$189,423.91	\$236,519.00	\$234,773.00	\$234,773.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$149,125.91	\$160,587.03	\$142,700.00	\$151,200.00	\$151,200.00	\$0.00	\$0.00
	\$373,665.10	\$350,010.94	\$379,219.00	\$385,973.00	\$385,973.00	\$0.00	\$0.00
Total 4230-HIGHWAY SNOW & ICE							
Subtotal 008-Personal Services	\$92,794.15	\$167,034.54	\$135,797.00	\$131,797.00	\$131,797.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$274,502.32	\$424,475.01	\$212,700.00	\$212,700.00	\$212,700.00	\$0.00	\$0.00
	\$367,296.47	\$591,509.55	\$348,497.00	\$344,497.00	\$344,497.00	\$0.00	\$0.00

Budget Summary

Public Works

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 4400-SEWER COLLECT/DISPOSAL							
Subtotal 008-Personal Services	\$595,056.12	\$676,400.22	\$720,675.00	\$723,474.00	\$723,474.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$1,268,358.69	\$1,135,392.76	\$1,418,700.00	\$1,470,000.00	\$1,470,000.00	\$0.00	\$0.00
	\$1,863,414.81	\$1,811,792.98	\$2,139,375.00	\$2,193,474.00	\$2,193,474.00	\$0.00	\$0.00
Total 4500-WATER DEPARTMENT							
Subtotal 008-Personal Services	\$622,549.66	\$686,083.55	\$845,201.00	\$906,142.00	\$906,142.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$802,090.11	\$875,673.38	\$1,379,600.00	\$1,507,750.00	\$1,507,750.00	\$0.00	\$0.00
	\$1,424,639.77	\$1,561,756.93	\$2,224,801.00	\$2,413,892.00	\$2,413,892.00	\$0.00	\$0.00
Totals for Public Works	\$6,146,666.98	\$6,463,183.77	\$7,578,925.00	\$7,999,915.00	\$7,999,915.00	\$0.00	\$0.00

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 5100-HEALTH SERVICES							
<i>Subtotal 008-Personal Services</i>	\$165,410.25	\$203,646.96	\$178,834.00	\$189,834.00	\$189,834.00	\$0.00	\$0.00
<i>Subtotal 040-Operating Expenses</i>	\$23,541.96	\$15,475.13	\$26,770.00	\$26,770.00	\$26,770.00	\$0.00	\$0.00
Total 5410-COUNCIL ON AGING	\$188,952.21	\$219,122.09	\$205,604.00	\$216,604.00	\$216,604.00	\$0.00	\$0.00
<i>Subtotal 008-Personal Services</i>	\$252,774.91	\$271,135.44	\$278,992.00	\$279,048.00	\$279,048.00	\$0.00	\$0.00
<i>Subtotal 040-Operating Expenses</i>	\$29,263.15	\$28,288.74	\$31,505.00	\$36,368.00	\$36,368.00	\$0.00	\$0.00
Total 5441-VETERANS SERVICES	\$282,038.06	\$299,424.18	\$310,497.00	\$315,416.00	\$315,416.00	\$0.00	\$0.00
<i>Subtotal 008-Personal Services</i>	\$70,099.96	\$71,661.87	\$71,674.00	\$74,464.00	\$74,464.00	\$0.00	\$0.00
<i>Subtotal 040-Operating Expenses</i>	\$73,424.14	\$72,319.04	\$76,192.00	\$78,000.00	\$78,000.00	\$0.00	\$0.00
Totals for Human Services	\$143,524.10	\$143,980.91	\$147,866.00	\$152,464.00	\$152,464.00	\$0.00	\$0.00
	\$614,514.37	\$662,527.18	\$663,967.00	\$684,484.00	\$684,484.00	\$0.00	\$0.00

Budget Summary

Culture & Recreation

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 6100-LIBRARY							
Subtotal 008-Personal Services	\$545,537.94	\$439,537.17	\$614,817.00	\$630,465.00	\$630,465.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$226,698.26	\$210,040.67	\$211,102.00	\$220,600.00	\$220,600.00	\$0.00	\$0.00
	\$772,236.20	\$649,577.84	\$825,919.00	\$851,065.00	\$851,065.00	\$0.00	\$0.00
Total 6300-RECREATION							
Subtotal 008-Personal Services	\$328,380.59	\$256,868.98	\$347,791.00	\$372,886.00	\$372,886.00	\$0.00	\$0.00
Subtotal 040-Operating Expenses	\$61,666.15	\$52,163.46	\$67,305.00	\$68,366.00	\$68,366.00	\$0.00	\$0.00
	\$390,046.74	\$309,032.44	\$415,096.00	\$441,252.00	\$441,252.00	\$0.00	\$0.00
Totals for Culture & Recreation	\$1,162,282.94	\$958,610.28	\$1,241,015.00	\$1,292,317.00	\$1,292,317.00	\$0.00	\$0.00

Budget Summary

Debt Service

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 7100-DEBT SERVICE							
Subtotal 040-Operating Expenses	\$2,726.03	\$2,124.85	\$1,014,180.00	\$500,000.00	\$500,000.00	\$0.00	\$0.00
Subtotal 041-Debt Interest Inside	\$1,862,270.38	\$1,704,255.41	\$1,549,405.00	\$1,565,133.00	\$1,565,133.00	\$0.00	\$0.00
Subtotal 042-Debt Interest Outside	\$258,037.12	\$239,015.00	\$213,330.00	\$239,285.00	\$239,285.00	\$0.00	\$0.00
Subtotal 045-Inside Debt Limit	\$4,142,176.63	\$4,135,899.28	\$4,153,686.00	\$4,595,911.00	\$4,595,911.00	\$0.00	\$0.00
Subtotal 046-Outside Debt Limit	\$628,020.00	\$610,000.00	\$600,000.00	\$695,000.00	\$695,000.00	\$0.00	\$0.00
Totals for Debt Service	\$6,893,230.16	\$6,691,294.54	\$7,530,601.00	\$7,595,329.00	\$7,595,329.00	\$0.00	\$0.00

Budget Summary

Other

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Total 9110-EE RETIREMENT/PENSIONS							
<i>Subtotal 040-Operating Expenses</i>	\$5,798,334.00	\$6,213,801.67	\$6,381,731.00	\$6,794,331.00	\$6,794,331.00	\$0.00	\$0.00
	\$5,798,334.00	\$6,213,801.67	\$6,381,731.00	\$6,794,331.00	\$6,794,331.00	\$0.00	\$0.00
Total 9140-GROUP HEALTH INSURANCE							
<i>Subtotal 040-Operating Expenses</i>	\$4,910,242.93	\$5,238,810.93	\$6,015,000.00	\$6,292,000.00	\$6,292,000.00	\$0.00	\$0.00
	\$4,910,242.93	\$5,238,810.93	\$6,015,000.00	\$6,292,000.00	\$6,292,000.00	\$0.00	\$0.00
Total 9141-GENERAL INSURANCE							
<i>Subtotal 040-Operating Expenses</i>	\$367,148.52	\$380,626.53	\$419,280.00	\$462,463.00	\$462,463.00	\$0.00	\$0.00
	\$367,148.52	\$380,626.53	\$419,280.00	\$462,463.00	\$462,463.00	\$0.00	\$0.00
Totals for Other	\$11,075,725.45	\$11,833,239.13	\$12,816,011.00	\$13,548,794.00	\$13,548,794.00	\$0.00	\$0.00

Budget Summary

Other

	FY20 Exp.	FY21 Exp.	FY22 Budget	Dept. Est.	Executive Assistant Request	Selectmen Recommend	Finance Committee Recommend
Grand Total	\$35,336,815.92	\$35,803,218.13	\$40,287,344.00	\$42,299,484.00	\$42,299,484.00	\$0.00	\$0.00

CAPITAL PLAN

LONG RANGE CAPITAL PLAN

RECREATION	FY2023		FY2024		FY2025		FY2026		FY2027	
<i>Subtotals</i>		\$0	\$0	\$0	\$400,000	\$400,000	\$250,000	\$250,000		\$250,000
SCHOOL DEPT.										
	Farley Air Conditioning	\$525,000	Fire Station 1 Interior Renovations/Well Replacement	\$1,500,000	Fire Station 2 Renovation Interior/Exterior	\$500,000	New Tower	\$1,500,000	New Pump	\$800,000
	Muirready - Single Glazed Window	\$590,000	Well Replacement	\$650,000		Water Tank Replacement			Well Replacement	\$1,000,000
	Muirready - Replace Univents 22 Rooms	\$280,000	Moultons Field Upgrades - Construction & Oversight	\$1,500,000						
	Forest Ave - Replace univents 30 Rooms	\$365,000								
	Forest Aven - Replace Windows	\$440,000								
<i>Subtotals</i>		\$2,200,000		\$3,650,000	\$500,000	\$4,300,000	\$1,800,000	\$1,800,000		
Total Capital Plan		\$5,248,435		\$6,598,212	\$3,048,191	\$6,633,607	\$3,580,000	\$3,580,000		

SELECT BOARD

Budget Worksheet

1220

SELECTMEN

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0002-1 SELECTMEN SALARY	\$9,000.00	\$9,000.00	\$9,000.00	\$2,250.00	\$9,000.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$9,000.00	\$9,000.00	\$9,000.00	\$2,250.00	\$9,000.00	100.00%	
0823-1 DUES/MEMBERSHIPS	\$3,578.00	\$3,578.00	\$3,600.00	\$3,650.00	\$3,650.00	101.39%	
0825-1 OFFICE SUPPLIES	\$288.40	\$550.93	\$324.00	\$56.92	\$500.00	154.32%	
0826-1 ADVERTISING	\$183.48	\$18.24	\$600.00	\$0.00	\$600.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$4,049.88	\$4,147.17	\$4,524.00	\$3,706.92	\$4,750.00	105.00%	
Total 1220-SELECTMEN	\$13,049.88	\$13,147.17	\$13,524.00	\$5,956.92	\$13,750.00	101.67%	

**DEPARTMENT 1220
BOARD OF SELECTMEN**

Selectmen are elected at large on a non-partisan ballot for three year terms. The Board serves as the policy making body and as the Chief Executive of the Town of Hudson. It is the Licensing Board of the Town, and the appointing authority for the Executive Assistant and most Town boards. It approves the appointment of all general government employees, and it meets with citizens of the Town regarding a variety of different issues. It provides policy direction to the administrative staff as well as to other boards and committees.

BOARD OF SELECTMEN PERSONAL SERVICE:

0002 Board of Selectmen Salaries \$9,000

Requested to pay the salaries of five Selectmen at \$1,800 each.

BOARD OF SELECTMEN EXPENSE:

0823 Membership Fees \$3,650

Requested for membership in: the Massachusetts Municipal Association (MMA)

0825 Office Supplies \$500

Requested to purchase numerous small supplies required for meetings, presentations, expendable office items, and materials for licenses, proclamations, and commendations.

0826 Advertising \$600

Requested to cover the costs of required advertising in local newspapers. These costs are generated primarily by the functions performed as Local Licensing Authority.

TOTAL: \$13,750

EXECUTIVE ASSISTANT

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0003-1 EXECUTIVE ASSISTANT SALARY	\$174,289.24	\$180,935.51	\$178,023.00	\$43,807.68	\$176,138.00	98.94%	
0021-1 LICENSE & INSURANCE ADMIN	\$84,146.78	\$88,294.29	\$92,935.00	\$24,890.60	\$100,418.00	108.05%	
0180-1 LONGEVITY	\$1,725.00	\$1,800.00	\$1,850.00	\$0.00	\$1,850.00	100.00%	
0837-1 SICK LEAVE BUYBACK	\$1,924.20	\$2,352.48	\$2,667.00	\$0.00	\$2,886.00	108.21%	
2336-1 CLERICAL	\$48,185.63	\$51,171.12	\$53,218.00	\$13,642.27	\$57,592.00	108.22%	
<i>Subtotal 008-Personal Services</i>	\$310,270.85	\$324,553.40	\$328,693.00	\$82,340.55	\$338,884.00	103.10%	
0182-1 ADVERTISING/LEGAL ADS	\$382.12	\$437.87	\$600.00	\$26.88	\$600.00	100.00%	
0185-1 OFFICE SUPPLIES	\$1,056.60	\$1,095.80	\$1,200.00	\$186.39	\$1,200.00	100.00%	
0186-1 COMMUNICATIONS	\$1,489.20	\$2,233.24	\$2,700.00	\$840.89	\$2,600.00	96.30%	
0187-1 CONFERENCE/TRAVEL/TRAINING	\$561.98	\$0.00	\$0.00	\$0.00	\$600.00		
0193-1 DUES/MEMBERSHIP	\$1,855.27	\$536.70	\$500.00	\$530.00	\$613.00	122.60%	
<i>Subtotal 040-Operating Expenses</i>	\$5,345.17	\$4,303.61	\$5,000.00	\$1,584.16	\$5,613.00	112.26%	
Total 1230-EXECUTIVE ASSISTANT	\$315,616.02	\$328,857.01	\$333,693.00	\$83,924.71	\$344,497.00	103.24%	

DEPARTMENT 1230 EXECUTIVE ASSISTANT

The work activities supported by this account cover the widest range in the town governmental structure. As the Chief Administrative, Chief Financial, Chief Procurement Officer, Personnel Officer, and ADA Coordinator of the town, the Executive Assistant is required to supervise and support the activities of all town departments, and appoint all department heads and building committees.

Pursuant to both Charter and bylaw, the Executive Assistant is charged with preparation of the Town's Annual Budget and Capital Plan, as well as personnel administration and ongoing fiscal management.

Town boards also require assistance including communication, problem resolution, program development, and physical support with space and materials. The office assists citizens of the town with requests for information, problems that cannot be otherwise resolved, and problems with other departments that both parties cannot settle.

The general areas of service delivered by the Executive Assistant's office involve inter-departmental coordination and citizen assistance on a host of issues and levels. Additionally, the office is responsible for the organization and management of information received by the Select Board, and for the preparation of information disseminated by that Board. This is accomplished through the various ongoing responsibilities that include agenda preparation, detail resolution and follow-up from meetings.

EXECUTIVE ASSISTANT PERSONAL SERVICE:

Where applicable, regular step increases are budgeted, 2 percent non-union COLA for FY2023.

0003 Executive Assistant Salary **\$176,138**

This amount is for year two of the three-year contract

0021 HR & Licensing Manager **\$ 100,418**

2336 Office Administrator **\$ 57,592**

0180 Longevity **\$ 1,850**

There are two individuals within the office who receive longevity payments in accordance with the Town's Personnel Regulations.

837 Sick Leave Buyback **\$ 2,886**

There is one individual who qualifies for sick leave buyback in accordance with the Town's Personnel Regulations.

EXECUTIVE ASSISTANT EXPENSE:

182 Advertising / Legal Ads \$ 600

This budget item covers the cost of advertising for contracts and publication of required notices.

185 Office Supplies \$1,200

This line item covers the cost of basic supplies necessary to operate the office and equipment in the office.

186 Communications \$2,600

This item covers the cost of two wireless phones.

187 Conference, Travel, Training \$ 600

193 Dues / Membership \$ 613

This cost primarily pays for membership in the Massachusetts Municipal Managers Association, Massachusetts Municipal Human Resources, and Massachusetts Municipal Licensing Corporation.

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0150-1 TOWN MEETING ELECTION SALARY	\$22,064.75	\$32,263.81	\$14,946.00	\$0.00	\$49,353.00	330.21%	
<i>Subtotal 008-Personal Services</i>	\$22,064.75	\$32,263.81	\$14,946.00	\$0.00	\$49,353.00	330.21%	
0151-1 CONSTABLE/POSTING	\$450.00	\$375.00	\$450.00	\$75.00	\$450.00	100.00%	
0968-1 PRINTING	\$2,390.62	\$2,152.38	\$4,250.00	\$0.00	\$2,850.00	67.06%	
0969-1 ADVERTISING	\$3,156.21	\$4,460.87	\$2,850.00	\$0.00	\$4,250.00	149.12%	
0970-1 TOWN MEETING	\$195.00	\$2,663.00	\$900.00	\$0.00	\$900.00	100.00%	
3263-1 IMAGE CAST PROGRAM (ICP) MAIN	\$4,312.00	\$7,320.00	\$3,525.00	\$0.00	\$5,200.00	147.52%	
<i>Subtotal 040-Operating Expenses</i>	\$10,503.83	\$16,971.25	\$11,975.00	\$75.00	\$13,650.00	113.99%	
Total 1231-ELECTION TOWN MEETING	\$32,568.58	\$49,235.06	\$26,921.00	\$75.00	\$63,003.00	234.03%	

ELECTION AND TOWN MEETING PERSONAL SERVICE \$49,353
FY23

0150 Permanent P.T. on Call

This money will cover the following election and town meetings. The amount requested varies widely from year to year depending on the number of elections and primaries held during the fiscal year. FY22 Hudson had (1) election. Election reform may introduce same day voter registration, keep mail in voting, and early voting. All changes for election creates extra work for the clerk's office prior to, during election and after elections.

Each ballot that is processed by vote by mail or early voting has to be recorded and processed multiple times to assure accuracy. Even after all this processing has been completed a ballot may be rejected at the polls because the party will show up to vote.

Minimum wages will be increasing to \$15.00 per hrs. in 2023. The wardens and clerks have been increased to reflect their responsibilities at the precincts as well.

STATE PRIMARY (SEPT 2022)

(7 Workers @ \$14.50 hr May 2022) for 17 hrs + Wardens @ 350 + Clerk @ \$350
X 6 Precincts = \$14,553

STATE ELECTION (NOV 2022)

(8 Workers @ \$14.50 hr May 2022) for 17 hrs + Wardens @ 350 + Clerk @ \$350
X 6 Precincts = \$16,032

TOWN ELECTION (MAY 2023)

(6 Workers @ \$15.25 hr May 2023) for 17 hrs + Wardens @ 360 + Clerk @ \$360
X 6 Precincts = \$13,653

Unscheduled Special @ \$150+ Annual Town Meeting @ \$600+ November Special @ \$600 +
Unscheduled Recount @ \$515 = \$1,865
Election Training = \$ 350
Early Voting 200 hrs 14.50 = \$2,900

Election & Town Meeting Expense

\$13,650

0970 Rental Equipment \$900

 Sound Service-2 special @ \$450

* During COVID this fee has been increased due to the rental of extra equipment.

0969 Advertising \$2,850

 Legal Advertisement for May & November Warrants

0968 Printing, Including Stock \$4,250

 Warrants: 2 Special - 500 Copies

 1 Annual: 500 Copies

 Tally Sheets Town Elections

 Ballots -Town Paper (6,500 ballots @.30 per sheet (\$1,950)

 (Annual Election)

3263	Maintenance ICP & Ballot Programing AUTOMARK/ICP Ballots/Flashcard Program (1) elections Maintenance \$250 per machine x 8 \$ 2000 (Coding Flash Cards for all elections with ICP not AUTOMARK) ES&S 800 \$ 800 x3 = \$2,400 LHS coding (Related to # of Candidates) \$ 800	\$5200.00
0151	Posting/Janitorial Constables' Posting at \$75 each 2 Special, 1 Annual, 3 By-law Changes	\$450

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
2025-1 LEGAL SERVICES	\$452,257.92	\$207,304.65	\$250,000.00	\$62,925.50	\$250,000.00	100.00%	
Subtotal 040-Operating Expenses	\$452,257.92	\$207,304.65	\$250,000.00	\$62,925.50	\$250,000.00	100.00%	
Total 1235-LEGAL SERVICES	\$452,257.92	\$207,304.65	\$250,000.00	\$62,925.50	\$250,000.00	100.00%	

DEPARTMENT 1235 LEGAL SERVICES EXPENSE

This account is administered by the Executive Assistant under the direction of the Board of Selectmen. It funds legal services to the Board of Selectmen, Executive Assistant, Boards and Committees, and all departments of the Town.

The major services purchased in this area are:

- { The daily availability of legal advice.
- { Assistance with union grievance reviews with Department Heads and the Executive Assistant.
- { Representation in all Arbitration cases.
- { Representation in all Administrative Hearings.
- { Assistance with all collective bargaining contracts, deeds, leases, and other legal documents as requested by the Board of Selectmen or the Executive Assistant.
- { Assisting the Finance Department in the collection of all monetary obligations owed the Town by the initiation of lawsuits as well as foreclosures by the Town Treasurer.
- { Supporting and promoting the settlement of any and all existing cases before the courts.

Town Counsel services are provided by a lawyer in private practice who is retained by the Town on a part-time basis. Town Counsel is also an official position in Town government the appointment to which is made by the Board of Selectmen. Town Counsel is paid a monthly retainer, which is compensation for availability, telephone advice, and attendance at Selectmen's meetings. The Town does not provide an office or staff or pay office expenses for Town Counsel. He or she is also paid on a professional fee basis, for all services not covered by the retainer. Special Labor Counsel is paid on a professional fee basis billed monthly.

Town Counsel's services include assisting with town meeting warrants, attendance at town meetings, attendance at Selectmen's meetings, attendance at other town board meetings when needed or requested, review of contracts, rendering of opinions and advice, drafting of legal documents, representing the town in courts and before administrative boards and commissions, and assisting in the selection of special counsel or experts when needed for special legal matters.

Other costs may include fees and charges of lawyers other than regular town counsel when they are retained for special cases or needs; fees and charges for fact-finding and arbitrators in labor relations matters; fees and charges of land damage appraisers and expert witnesses; and court filing fees; witness subpoenas, recording charges and other court process expenses.

2025 Legal Services

\$250,000

This account includes legal retainer fees of \$9,600 and hourly rate of \$150 for General Legal Service & Litigation Services. The account also includes the estimated cost for the hourly billing charge of \$175 / hour for labor counsel.

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0158-1 TOWN BUILDING MAINT. WAGE	\$56,576.95	\$57,771.48	\$57,566.00	\$14,777.39	\$59,892.00	104.04%	
0159-1 WAGES-PART TIME / OVERTIME	\$1,402.26	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%	
0963-1 LONGEVITY	\$900.00	\$950.00	\$950.00	\$0.00	\$950.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$58,879.21	\$58,721.48	\$61,016.00	\$14,777.39	\$63,342.00	103.81%	
0831-1 TRASH REMOVAL	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00	0.00%	
0832-1 NATURAL GAS	\$6,839.54	\$8,405.95	\$8,011.00	\$138.00	\$12,440.00	155.29%	
0833-1 GASOLINE	\$1,118.10	\$723.66	\$1,584.00	\$74.18	\$1,531.00	96.65%	
0834-1 R&M VEHICLE	\$35.00	\$202.00	\$500.00	\$114.62	\$500.00	100.00%	
0930-1 R&M BUILDING & GROUNDS	\$80,454.10	\$60,588.64	\$60,000.00	\$26,229.89	\$65,000.00	108.33%	
0931-1 JANITORIAL SUPPLIES	\$7,420.17	\$4,794.05	\$8,500.00	\$3,203.38	\$8,500.00	100.00%	
0964-1 ELECTRICITY	\$17,534.62	\$19,528.49	\$21,909.00	\$4,141.57	\$20,016.00	91.36%	
0965-1 WATER & SEWER	\$4,257.81	\$2,109.69	\$4,200.00	\$1,080.31	\$4,200.00	100.00%	
1516-1 CLEANING SERVICES CONTRACT	\$76,917.70	\$75,871.69	\$78,000.00	\$19,000.00	\$78,000.00	100.00%	
1849-1 TELEPHONE	\$3,026.44	\$1,786.80	\$2,500.00	\$250.08	\$33,075.00	1323.00%	
2260-1 COPIER REPAIRS & MAINTENANCE	\$11,937.56	\$10,602.91	\$11,250.00	\$2,845.70	\$11,250.00	100.00%	
2261-1 COPIER SUPPLIES	\$1,702.38	\$1,073.20	\$3,750.00	\$0.00	\$4,000.00	106.67%	
2264-1 TELEPHONE EQUIPMENT	\$0.00	\$0.00	\$350.00	\$0.00	\$0.00	0.00%	
<i>Subtotal 040-Operating Expenses</i>	\$211,243.42	\$185,687.08	\$200,704.00	\$57,077.73	\$238,512.00	118.84%	
Total 1236-TOWN BUILDINGS	\$270,122.63	\$244,408.56	\$261,720.00	\$71,855.12	\$301,854.00	115.33%	

**DEPARTMENT 1236
TOWN BUILDINGS**

Funds in these accounts are utilized to maintain those Town buildings not maintained by the Fire Department or the School Department. By centralizing this responsibility, maintenance and repair activities are made more consistent and efficient.

In FY22, cleaning continued to be performed by an outside contractor in conjunction with one full time maintenance staff member and no changes in that structure are anticipated for FY23. The need for specially trained and licensed personnel for maintenance work is met by contracting for those services directly. Heating system maintenance and repair, roofing, cement work, plumbing, and electrical systems are various areas where outside contractors are utilized. The repair and maintenance work done in the past has been substantial but the age of the buildings makes frequent repairs necessary. The increased utilization of the Town Hall also necessitates more upkeep and maintenance.

To make the best use of the funds available we utilize state bids, the Assabet Valley Regional Vocational School, assistance from the Public Works Department.

TOWN BUILDINGS PERSONAL SERVICE:

0158 Permanent Full-Time \$59,892

This amount pays for the salary of the Maintenance Coordinator.

0159 Wages-Part Time / Overtime \$ 2,500

Although we have no regular part time staff in this account we occasionally hire temporary help for various labor-intensive projects. The remainder of the account is used to pay overtime to the Maintenance Coordinator when needed for things such as staffing for weekend events and emergency calls.

0183 Sick Leave Buy Back \$ 0

0963 Longevity \$ 950

TOWN BUILDINGS EXPENSE:

832 Natural Gas \$12,440

This amount reflects the amount necessary for heating of Town Hall.

833 Gasoline \$ 1,531

This account covers the cost of gasoline for the one vehicle included in this account.

834 R & M Vehicle \$500

This account reflects the cost of parts and any maintenance services required by outside vendors to maintain and repair one vehicle included in this account.

930 Repairs & Maintenance – Buildings and Ground \$65,000

This covers the costs of repair and improvement of all buildings and grounds included in the maintenance group. The need for repairs is generated by ordinary wear and tear, vandalism, obsolescence and other causes. There is a constant need to refresh paint, floors, carpet and the like.

931 Janitorial Supplies \$8,500

This covers the cost of supplies at all the buildings in the maintenance group. Paper goods and cleaning supplies are among the chief costs, and miscellaneous hardware.

964 Electricity \$20,016

This covers the electricity for Town Hall

965 Water & Sewer \$ 4,200

This covers the water and sewer bills for Town Hall.

1516 Cleaning Services Contract \$78,000

This contract includes the DPW/Police HQ as well as Town Hall, Senior Center, and Library cleaning.

1849 Telephone \$33,075

This account includes charges for telephone services for all Town Departments, plus cell phone charge for the Building Maintenance Coordinator, also includes the elevator phone lines for three departments.

2260 Copier Repairs & Maintenance \$11,250

This covers a lease agreement for two Town Hall Copiers, one on the First Floor and one on the Third Floor.

2261 Copier Supplies \$4,000

This account pays for copy paper for all Town Hall printing needs.

Budget Worksheet

1237

PERSONNEL EXPENSE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0161-1 MEDICAL	\$3,425.00	\$3,565.00	\$5,000.00	\$740.00	\$5,000.00	100.00%	
0937-1 EDUCATIONAL	\$4,800.50	\$3,699.00	\$4,760.00	\$1,170.00	\$4,760.00	100.00%	
3261-1 HIRING AND TRAINING EXPENSE	\$9,755.00	\$3,955.70	\$2,000.00	\$250.00	\$4,200.00	210.00%	
<i>Subtotal 040-Operating Expenses</i>	\$17,980.50	\$11,219.70	\$11,760.00	\$2,160.00	\$13,960.00	118.71%	
Total 1237-PERSONNEL EXPENSE	\$17,980.50	\$11,219.70	\$11,760.00	\$2,160.00	\$13,960.00	118.71%	

**DEPARTMENT 1237
PERSONNEL**

This account reflects certain costs mandated by the Personnel Rules and Regulations, as required by the Personnel Bylaw passed in May 1987, as well as various labor contracts.

Personnel expenses

161 Medical \$5,000

This account covers the cost of pre-employment comprehensive physical examinations for all employees. Also included in this account is the cost of the Psychological Screening for Police applicants.

The cost of vaccinations for hepatitis and rabies, and any required testing for HIV exposure for high-risk public safety personnel are also paid from this account. Mandatory Drug and Alcohol testing to comply with Federal Commercial Driver's License regulations is also paid for out of this account.

937 Educational \$4,760

This account pays for education incentive programs in the Town. By contract, \$2,400 of this amount is reserved for the use of the Fire Department's union personnel.

3261 Hiring and Training Expense \$4,200

This new account will pay for background checks for new employees as well as training and updating HR policies, and a one-time amount to partially fund a non-union salary study.

FINANCE /IT

Budget Worksheet

1330

FINANCE/IT DEPARTMENT

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0006-1 FINANCE DIRECTOR SALARY	\$120,093.46	\$122,625.63	\$122,626.00	\$31,478.61	\$127,580.00	104.04%	
0007-1 ACCOUNTING CLERICAL	\$120,772.21	\$106,610.54	\$123,354.00	\$15,589.61	\$114,576.00	92.88%	
0009-1 ASSESSING CLERICAL WAGE	\$103,472.69	\$74,574.22	\$96,160.00	\$22,127.48	\$97,634.00	101.53%	
0010-1 TREASURER SALARY	\$86,496.54	\$75,121.87	\$79,330.00	\$18,515.08	\$85,838.00	108.20%	
0011-1 LONGEVITY	\$6,250.00	\$5,125.00	\$6,000.00	\$0.00	\$5,325.00	88.75%	
0012-1 TREASURER CLERICAL WAGE	\$94,137.94	\$50,242.80	\$112,810.00	\$14,100.18	\$117,358.00	104.03%	
0013-1 COLLECTOR CLERICAL WAGE	\$87,558.30	\$91,166.48	\$94,084.00	\$24,132.75	\$98,822.00	105.04%	
0289-1 SICK LEAVE BUYBACK	\$12,363.46	\$4,751.72	\$5,331.00	\$0.00	\$5,641.00	105.82%	
2268-1 MNGR. OF INFORMATION TECHNO	\$0.00	\$0.00	\$0.00	\$0.00	\$45,461.00		
2269-1 INFORMATION TECHNOLOGY STAF	\$40,024.40	\$39,705.76	\$78,967.00	\$19,662.76	\$85,184.00	107.87%	
<i>Subtotal 008-Personal Services</i>	\$671,169.00	\$569,924.02	\$718,662.00	\$145,606.47	\$783,419.00	109.01%	
0162-1 R&M EQUIPMENT	\$2,684.60	\$2,529.30	\$2,700.00	\$549.90	\$2,700.00	100.00%	
0163-1 POSTAGE	\$31,515.40	\$46,256.43	\$38,000.00	\$9,474.74	\$40,000.00	105.26%	
0166-1 TELEPHONE/COMMUNICATIONS	\$15,194.18	\$18,322.48	\$20,400.00	\$7,749.36	\$15,900.00	77.94%	
0167-1 PAPER/FORMS/PRINTING	\$6,075.12	\$6,275.95	\$7,500.00	\$2,566.92	\$7,500.00	100.00%	
0173-1 CONFERENCE/TRAVEL/TRAINING	\$767.52	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%	
0175-1 DUES/MEMBERSHIP	\$485.00	\$140.00	\$525.00	\$140.00	\$600.00	114.29%	
0176-1 SUPPLIES	\$1,046.83	\$4,519.08	\$2,800.00	\$250.27	\$3,000.00	107.14%	
1380-1 CONTRACTED SERVICES	\$55,222.08	\$31,377.67	\$51,000.00	\$0.00	\$51,500.00	100.98%	
2270-1 SOFTWARE LICENSE FEES	\$28,512.02	\$28,390.32	\$33,500.00	\$23,404.92	\$35,000.00	104.48%	
2272-1 NEW EQUIPMENT	\$0.00	\$1,216.32	\$1,500.00	\$1,142.08	\$2,500.00	166.67%	
3843-1 IT MAINTENANCE CONTRACTS	\$0.00	\$0.00	\$17,000.00	\$0.00	\$30,900.00	181.76%	
<i>Subtotal 040-Operating Expenses</i>	\$141,502.75	\$139,027.55	\$182,925.00	\$45,278.19	\$197,600.00	108.02%	
Total 1330-FINANCE/IT DEPARTMENT	\$812,671.75	\$708,951.57	\$901,587.00	\$190,884.66	\$981,019.00	108.81%	

**Department 1330
Finance / Information Technology
FY23
Budget Narrative**

Personnel

6 Director of Finance and Information Technology \$ 127,580.00

The Director of Finance and Information Technology manages the administrative functions of all offices within the Finance Department and the Department of Information Technology and is the Town Accountant, with statutory responsibility for auditing and recording the Town's financial transactions. The Finance Department performs duties set forth under Chapters 40, 41, 44, 59, 60 and 61 of the Mass. General Laws pertaining to the offices of Accountant, Treasurer, Collector and Assessors.

7 Accounting Clerical \$ 114,576

The Assistant Finance Director/Assistant Town Accountant (AFD/ATA) and a Principal Clerk (with Educational Incentive) staff the Town Accountant's Office. The Accountant's Office examines bills and payrolls for legal and accounting compliance and authorizes payment for all Town disbursements. A complete set of ledgers and journals are kept to record appropriations, expenditures, transfers, receipts, adjustments, commitments, abatements, debt and other financial transactions. The office prepares monthly, annual and other periodic reports for the various Town Departments and Offices as well as financial reports for outside governmental entities such as the Commonwealth of Massachusetts. Amount is lower due to turnover in Assistant Finance Director position.

9 Assessing Clerical Wage \$ 97,634.00

An Administrative Secretary and a Principal Clerk staff the Office of the Board of Assessors. The Office of the Board of Assessors is responsible for determining the full and fair valuation of all real and personal property in the Town. This involves the preparation and maintenance of all property records, in the manner prescribed by the Massachusetts Department of Revenue, relative to establishing a tax rate. The office is responsible for processing for commitment to the Collector, tax bills for motor vehicle excise and real and personal property taxes as well as hearing and processing all appeals and requests for abatements and exemptions.

10 Treasurer/Collector Salary \$ 85,838.00

The Treasurer/Collector is the statutory official responsible for two of the offices within the Finance Department. An Assistant Treasurer/Collector and a Principal Clerk (update to Administrative Secretary – Payroll is proposed) staff the Treasurer's Office and an Administrative Secretary and a Principal Clerk staff the Collector's Office. The Treasurer's Office receives and is custodian of all funds of the Town including grants and gifts, revolving funds, trust funds, and funds of the Hudson Light and Power Department. The office is responsible for managing and processing the payroll and benefit accounts for all municipal employees. The Treasurer is responsible for all long and short-term borrowing and conducts bids or negotiations for the issuance of all municipal debt. The Treasurer manages the investment of the Town's funds such that all obligations, including maturing bonds and notes, will be paid in a timely manner. The Collector's Office receives property and excise tax commitments from the Board of Assessors, which it sends out in the form of tax bills. The office collects all the receivables of the Town including water; sewer and electric rate charges and reports these and other collections to the Treasurer and the Accounting Officer. The Collector's office is responsible for processing refunds, initiating demand notices, tax liens and foreclosures on delinquent accounts. The amount is based on assumed staffing.

**Department 1330
Finance / Information Technology
FY23 Budget Narrative**

Personnel-Continued

11 Longevity \$ 5,325.00

Longevity covers the costs of incentive payments for long-term employees.

12 Treasurer Clerical Wage \$ 117,358.00

An Assistant Treasurer/Collector and a Principal/Payroll Clerk staff the Office of the Treasurer.

13 Collector Clerical Wage \$ 98,822.00

An Administrative Secretary and a Principal Clerk staff the Office of the Collector.

289 Sick Leave Buy-Back \$ 5,641.00

Sick Leave Buy-back covers the incentive payments for employees with low sick leave utilization – 2 budgeted for FY2023.

2268 Director of Information Technology \$ 45,461.00

The Director of Information Technology manages personnel within this department and works under the direction of the Director of Finance. He receives, logs and responds to service calls, delegates and plans daily activities, maintains inventories of IT related software and equipment and is a liaison to outside service contractors. Funded through the PEG Access and Cable Related Fund in the amount of \$65,000.00. Longevity and Sick-Leave Buy Back for this position is included in the Finance Budget.

2269 Information Technology Staff \$ 85,184.00

The Network Specialist and part-time GIS Coordinator positions are budgeted here.

TOTAL PERSONNEL: \$ 783,419.00

Operating Expenses

162 R&M Equipment \$ 2,700.00

This account covers the costs of maintaining all the equipment of the Department as well as the machinery for mail handling. Equipment includes computers, calculators, banker's equipment, printers and photocopiers, including costs for replacement parts for in-house repairs of non-warranted equipment.

163 Postage \$ 40,000.00

This account covers all the costs of mailing and special delivery for all Town Hall departments as well as the mailing of all Finance/Treasury billings.

**Department 1330
Finance / Information Technology
FY23 Budget Narrative**

Operating Expenses- Continued

166 Telephone/Communications \$ 11,400.00

Departmental costs of communication services including telephones for IT Director and Finance Director, a high-speed internet connection servicing most Town departments and web hosting and maintenance services. This line also includes Comcast services for internet, modem and IP.

167 Paper/Forms/Printing \$ 7,500.00

Special forms such as commitments and abatements, departmental stationery and envelopes. Includes printing and mailing by vendor of real estate tax bills / motor vehicle excise bills and payroll checks.

173 Conference/Travel/Training \$ 8,000.00

Attendance at meetings, conferences and seminars in connection with departmental activities and ongoing employee development and professional certification. Also covers staff mileage reimbursements.

175 Dues/Membership \$ 600.00

Professional association costs for Accounting/Treasury staff

176 Supplies \$ 3,000.00

Departmental consumable office and IT supplies and storage/organizational supplies.

1380 Contracted Services \$ 51,500.00

Cost of mandated audits, costs associated with reporting of Other Post Retirement Benefits (OPEB's, GASB 45), and advertising position openings.

2270 Software License Fees \$ 35,000.00

Pays for the yearly license fees for accounting software (including collections, receivables, payables, general ledger, reporting), payroll software, Symantec, and domain names.

2272 New Equipment \$ 2,500.00

Includes the scheduled replacement of PC's, printers and related peripherals and the purchase of equipment to modernize the processing of payments in the Treasurer/Collector office.

3843 IT Maintenance Contracts \$ 35,333.00

A new in FY22, it includes one Barracuda Back-up contract formerly included in Software License Fees and adds maintenance for the HUB Technical Town Storage & Servers

TOTAL OPERATING: \$ 197,533.00

TOTAL FINANCE DEPARTMENT: \$ 980,952.00

TOWN CLERK

Budget Worksheet

1610

TOWN CLERK

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0018-1 TOWN CLERK SALARY	\$77,524.20	\$80,364.27	\$79,768.00	\$20,477.16	\$82,991.00	104.04%	
0019-1 ASST.TOWN CLERK WAGE	\$60,425.04	\$62,737.27	\$62,175.00	\$18,164.53	\$53,103.00	85.41%	
0202-1 LONGEVITY	\$1,800.00	\$1,800.00	\$1,800.00	\$0.00	\$950.00	52.78%	
0207-1 SICK LEAVE BUYBACK	\$2,237.00	\$2,649.00	\$4,079.00	\$0.00	\$2,385.00	58.47%	
0455-1 CLERICAL WAGE	\$12,575.19	\$16,420.87	\$19,177.00	\$2,691.69	\$22,304.00	116.31%	
1233-1 REGISTRAR MEMBER SALARY	\$875.00	\$875.00	\$875.00	\$0.00	\$875.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$155,436.43	\$164,846.41	\$167,874.00	\$41,333.38	\$162,608.00	96.86%	
0200-1 BOOK BINDING	\$0.00	\$125.74	\$300.00	\$0.00	\$300.00	100.00%	
0203-1 OFFICE SUPPLIES	\$8,229.53	\$8,550.66	\$8,341.00	\$0.00	\$9,005.00	107.96%	
0204-1 R&M EQUIPMENT	\$235.99	\$0.00	\$0.00	\$0.00	\$350.00		
0205-1 PRINTING/PAPER/FORMS	\$2,920.97	\$2,980.58	\$3,000.00	\$1,350.00	\$3,300.00	110.00%	
0209-1 CONFERENCE/TRAVEL/TRAINING	\$135.00	\$0.00	\$0.00	\$0.00	\$1,000.00		
0210-1 COMMUNICATION/TELEPHONE	\$701.43	\$1,065.64	\$936.00	\$266.40	\$0.00	0.00%	
0211-1 DUES/MEMBERSHIP	\$355.00	\$0.00	\$200.00	\$185.00	\$400.00	200.00%	
<i>Subtotal 040-Operating Expenses</i>	\$12,577.92	\$12,722.62	\$12,777.00	\$1,801.40	\$14,355.00	112.35%	
Total 1610-TOWN CLERK	\$168,014.35	\$177,569.03	\$180,651.00	\$43,134.78	\$176,963.00	97.96%	

Town Clerk Personnel Service

Account 1610
FY23

\$ 162,608.00

Town Clerk: Full-time. Serves as chief election official, recording officer, registrar of vital statistics, public records custodian and licensing officer and administers all of the related programs.

Assistant Town Clerk : Full-time. Has all of the duties of the Town Clerk in the absence of the Town Clerk. Conducts daily business of the office and supervises the office functions.

Senior Clerk: Part-time. Performs routine office procedures including typing, filing and data entry that supports the census, election and vital records programs.

0018 Town Clerk Salary \$82,991.00
M6-8 FY23 rate 52.2 No steps

0019 Assistant Town Clerk \$53,103.00
M3-2 FY23 rate 1.4 \$ 1,567
M3-2 FY23 rate 50.6 \$51,536

0202 Longevity \$950.00
1 employee @ 23 yrs \$950.00

0207 Sick Leave Buy Back \$2,385.00
7.5 days X @ \$318 pr diem \$2,395

0455 Senior Clerk - Part Time \$22,304.00
NU-D8 FY23 rate No Steps 52.2weeks
19hr wks x 52.2

1233 Registrars Members Salary \$875.00
Three registrars @ \$125 pr yr and
One Clerk @ \$500.00 yr (MGLCh41§19G)

FY 23 Joan 25 days of Vacation

Town Clerk Operating Expenses

Account 1610

\$14.355

FY23

0198	By-Law Comm Expense		\$0
	Costs of printing and binding zoning by-laws, zoning maps, general by-laws and sub-division rules and regulations.		
0200	Book Binding		\$300
	Ongoing program of binding vital records Birth/Deaths/Marriages, Annual reports and street listing. Rebinding of vital record book.		
0203	Office Supplies		\$9,005
	Postage for 8,300 envelopes, census letters, 8,300 return envelopes @.69 (Postage & etc)	\$5,727	
	Precinct Supplies	500	
	General Office Supplies	500	
	Printer supplies/Screen	1114	
	Dog Tags	500	
0204	R&M Supplies		\$350
	Remington office safe, town seal, precinct storage boxes		
0205	Printing/Papers/Forms/Disks/Envelopes		\$3,300
	Preparation for Census, dropped voter postcards, Bonded vital statistics certificates, envelopes for office, labels, (\$205) laser fiche maintenance (\$1,350), ALS maintenance (\$250.00), street list and misc forms, Election database Maintenance, VCI (\$195)		
0209	Conference/Travel/Training		\$1,000
	Attendance fee for seminars/ Workshops sponsored by Associations.		
210	Communications/Telephone		\$0
	Average monthly charge is \$78.00 (3lines in office)		
211	Dues/Membership		\$400
	Mass Town Clerk Assoc\Subscription TC recorder	\$150.00	
	Middlesex Mncpl Clerks	\$30.00	
	New England Town Clerk Assoc.		
	IIMC	195.00	
3101	Annual Rabies Clinic		\$0

MODERATOR

Budget Worksheet

1960

MODERATOR

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0001-1 MODERATOR EXPENSES	\$220.00	\$110.00	\$110.00	\$0.00	\$110.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$220.00	\$110.00	\$110.00	\$0.00	\$110.00	100.00%	
Total 1960-MODERATOR	\$220.00	\$110.00	\$110.00	\$0.00	\$110.00	100.00%	

FINANCE COMMITTEE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0025-1 STENOGRAPHIC	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%	
0026-1 OFFICE SUPPLIES	\$0.00	\$0.00	\$358.00	\$0.00	\$358.00	100.00%	
0028-1 DUES/MEMBERSHIPS	\$245.00	\$245.00	\$245.00	\$0.00	\$245.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$245.00	\$245.00	\$853.00	\$0.00	\$853.00	100.00%	
Total 1961-FINANCE COMMITTEE	\$245.00	\$245.00	\$853.00	\$0.00	\$853.00	100.00%	

ASSESSORS

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0008-1 ASSESSOR MEMBER SALARY	\$29,703.84	\$29,703.84	\$29,704.00	\$7,425.96	\$30,904.00	104.04%	
<i>Subtotal 008-Personal Services</i>	\$29,703.84	\$29,703.84	\$29,704.00	\$7,425.96	\$30,904.00	104.04%	
0827-1 CONFERENCE/TRAVEL/TRAINING	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%	
0828-1 TRANSCRIPTION/DEED	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%	
1006-1 APPRAISAL/SOFTWARE/HARDWAR	\$300.00	\$1,425.00	\$2,500.00	\$0.00	\$2,500.00	100.00%	
1007-1 DUES/MEMBERSHIPS	\$500.00	\$370.00	\$600.00	\$187.50	\$500.00	83.33%	
1160-1 APPRAISAL SERVICES	\$29,302.39	\$69,205.42	\$75,000.00	\$24,791.00	\$75,000.00	100.00%	
1161-1 R&M SOFTWARE	\$9,404.00	\$11,713.00	\$15,000.00	\$11,175.00	\$14,000.00	93.33%	
1537-1 PAPER/FORMS/PRINTING	\$418.30	\$505.43	\$1,000.00	\$161.85	\$750.00	75.00%	
<i>Subtotal 040-Operating Expenses</i>	\$39,924.69	\$83,218.85	\$96,850.00	\$36,315.35	\$95,500.00	98.61%	
Total 1962-BOARD OF ASSESSORS	\$69,628.53	\$112,922.69	\$126,554.00	\$43,741.31	\$126,404.00	99.88%	

Supporting Documentation for Assessors FY 2023 Budget Request

Submitted by the Board of Assessors 11/01/21

The office of the Board of Assessors continues to operate well and anticipates staying on a similar track for FY23. The office will continue to focus on technology enhancements in the coming year including adding mobile capabilities. The office will again be seeking out services of an assistant assessor this upcoming fiscal year. We will continue to run lean as we leverage not only our internal staff but also the services of Vision Government Solutions and other outside appraisal services. The intention is to have the office handle more and reduce the need for some of the outside services. This additional staff will be better able to serve our community. We continue to monitor the most efficient way to address these tasks to be able to adequately service the needs of the community. The office was down 1 person for 7 months while a new resource could be hired. Joanne McIntyre and newly hired Sandra Allan continue to be valuable assets to our department in running the day-to-day operations of the office. Assessor staff falls under the Finance budget.

The office of the Board of Assessors strives to maintain **accuracy** and **predictability** of a growing property base in Hudson during a time of ever-changing values in Metro West. The market and median sale prices are continuing upward trend – slow but steady. Hudson continues to be a highly desirable place in which to live. We consistently exceed the State requirements during the annual State Reviews and certifications.

The Vision Appraisal software is operating well. As noted, the Board continues to review supplementing this software to keep up with the technology and demands for information from the community. Accuracy of our software, expertise of our external resources and office staff continue to satisfy the communities' needs as evidenced by the small number of abatements as well as meeting State requirements.

There have been no increases in staffing levels of the department for over a decade now, even though the number and complexity of the assessment role has significantly increased. (More residential properties, more commercial, more complex valuation rules and taking on additional duties once handled by the previous Town Appraiser). The office continues to take on additional responsibilities as needed.

0008 Assessor Member Salary

\$30,904

The Board of Assessor's salary request a nominal 2 % increase as these were cut in FY21 and FY22 and in alignment with other non-union departmental increases.

- The office continues to perform well, with the number of abatements granted being very low. This is indicative of the accuracy of our assessments and allows us to consistently obtain state approvals.
- The board continues to commit itself to the maintenance of high education levels in the Assessing area even though much of the additional training requires a loss of personal vacation time from our regular employment
- We make ourselves available for any members of the community, whether it is during our meetings or to provide a presentation as to the assessment process

0827 Conference/Training/Travel

\$2,500

- Cover the cost of the ongoing training that the Assessors need to take to stay abreast of the field.
- This includes attending MAAO annual educational programs
- This also includes attending MAAO Summer conference which not only provides an educational component but provides an opportunity to network with others in the field, including other assessors, staff of the Division of Local Services of the DOR and even commissioners from the Appellate Tax Board.

0828 Transcription/Deeds

\$ 250

- The quarterly Marshall and Swift computer updates for tracking building cost data relevant to our area for our computer tables
- Cost of binding office reference materials

1006 Appraisal/Software/Hardware

\$2,500

- Additional software and hardware needed in support of maintaining accurate assessments.
- The monitors in the office need replacement.

1007 Dues/Memberships

\$ 500

Assessors must belong to State and International associations as part of maintaining and improving skills.

1160 Appraisal Services – Vision / RRC

\$ 75,000

This cost is based on contractual services on a subcontract basis for Vision or an internal Assistant Assessor. Vision's services from year-to-year change, especially in certification years. This includes both residential and commercial review and new growth calculations. These funds would also cover any professional services needed for experts and representations at an Appellate Tax Board hearing. Filings at the ATB are often unpredictable.

1161 R&M Software

\$14,000

This level of funding pays for the following:

- Software license fee to Vision Appraisal for real property evaluation
 - Making Property value data more accessible to Taxpayers hosted by Vision Government Solutions. Fee includes Web Hosting / GIS Maintenance.
- CAMA Maintenance - \$ 9,000 / Mobile Platform Yearly Maintenance - \$ 5,000.

1537 Paper/Forms/Printing

\$ 750

Required for purchase of Abatement books, Forms or various kinds, printing and for Hobbs & Warren expenses.

Total Board of Assessors Department budget requested

\$126,404

COMMUNITY DEVELOPMENT

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
2877-1 COMMUNITY DEV DIR	\$113,702.28	\$37,852.80	\$106,164.00	\$26,652.60	\$112,476.00	105.95%	
2878-1 COMM DEV ASST DIR/CONS AGENT	\$94,524.36	\$102,538.59	\$80,571.00	\$20,364.65	\$85,943.00	106.67%	
3040-1 ASSISTANT PLANNER	\$69,348.92	\$77,141.94	\$52,863.00	\$4,345.30	\$64,116.00	121.29%	
3758-1 LONGEVITY	\$0.00	\$0.00	\$1,550.00	\$0.00	\$1,550.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$277,575.56	\$217,533.33	\$241,148.00	\$51,362.55	\$264,085.00	109.51%	
0597-1 TECHNICAL ASSISTANCE	\$2,587.58	\$1,075.00	\$1,500.00	\$0.00	\$500.00	33.33%	
0598-1 ADVERTISING	\$564.60	\$722.88	\$1,000.00	\$235.52	\$1,500.00	150.00%	
2879-1 OFFICE SUPPLIES	\$1,154.34	\$437.58	\$2,000.00	\$139.75	\$2,000.00	100.00%	
2880-1 DUES & SUBSCRIPTIONS	\$3,823.48	\$4,917.20	\$4,200.00	\$593.00	\$4,200.00	100.00%	
2881-1 CONFERENCE/TRAVEL/TRAINING	\$4,052.64	\$1,055.00	\$4,000.00	\$878.20	\$4,000.00	100.00%	
3344-1 TELEPHONE/COMMUNICATIONS	\$1,980.68	\$1,845.25	\$3,000.00	\$463.48	\$7,500.00	250.00%	
<i>Subtotal 040-Operating Expenses</i>	\$14,163.32	\$10,052.91	\$15,700.00	\$2,309.95	\$19,700.00	125.48%	
Total 1232-COMMUNITY DEVELOPMENT	\$291,738.88	\$227,586.24	\$256,848.00	\$53,672.50	\$283,785.00	110.49%	

FY23

Department: 1232

Community Development

DEPARTMENT OVERVIEW

The Planning and Community Development Department provides a full suite of professional and administrative services related to land-use planning and development permitting, wetlands permitting, economic development, transportation, affordable housing, open space and environmental planning, natural resource protection, and grant writing and administration. The Boards staffed directly by this Department include: Planning Board; Zoning Board of Appeals; Conservation Commission; Internal Traffic Committee; Affordable Housing Trust; Economic Development Commission; Disabilities Commission; and Historical Commission. Furthermore, this Department serves as an Ex-Officio member of the Downtown Business Improvement District Board of Directors, and serves on the Board of Directors of the MetroWest Transit Authority and the 495 Partnership.

MAJOR RESPONSIBILITIES

Outlined below are the major responsibilities of the Planning and Community Development Department;

- Provide professional oversight and management of the development review (site plan review and special permits) and wetland permitting processes.
- Manage the analysis of zoning and land-use plans as well as the development and implementation of long-range planning documents including the Master Plan, Open Space Plan, Hazard Mitigation Plan, and the Housing Production Plan,
- Manage the implementation of Capital projects sponsored by the Department
- Prepare and administer grant program funding applications for a wide-range of planning, economic development, and infrastructure initiatives. Typical funding program applications include the Community Development Block Grants (CDBG), Transportation Improvement Plan (TIP) requests, MassWorks Infrastructure Program; Municipal Vulnerability Program; Energy Efficiency and Conservation Block Grants (EECBG), Mass Preservation Projects Fund (MPPF), Tax Increment Financing plans (TIFs), Recreational Trails, Local Energy Action Program (LEAP), MassDevelopment Site Readiness Program; Economic Development Fund (EDF), Community Preservation Act (CPA), Community Innovation Challenge Grants, Community Transformation Grants; Green Communities, and other related programs.

PERSONNEL:

2877 Planning & Community Development Director \$112,476.00

This line item covers the costs associated with the CD Acting Director salary.

2878 Asst Director of Planning & Community Development/Conservation Agent \$85,943.00

This line item covers the cost associated with the CD Acting Assistant Director salary.

3040 Assistant Planner \$64116.00

This line item covers the costs associated with the Assistant Planner

--- Longevity \$1550.00

PLANNING & COMMUNITY DEVELOPMENT EXPENSES:

The following line items encompass items for the Planning & Community Development Department, as well as the Planning Board, Zoning Board of Appeals, Conservation Commission & Economic Development Commission.

2879 Office Supplies	\$2000
This includes office materials, electronic equipment, and other purchases necessary for grant applications, presentations, and meetings.	
2880 Dues & Subscriptions	\$4200
This includes dues and memberships paid to professional organizations and periodical subscriptions.	
2881 Conference, Travel, Training	\$4000
This includes mileage reimbursement at .40 cents per mile, parking fees, tolls, conference and seminar fees, reference materials, and lodging, if necessary for the three staff members in the CD Office. It also covers classes and seminars attended by board members.	
0597 Technical Assistance	\$500
This includes consulting fees that the department may require for grant applications or other projects requiring outside expertise.	
0598 Advertising	\$1500
This covers advertising and public outreach efforts made by the CD Department and legal advertising for public hearing notices.	
3344 Telephone & Communications	\$7500
This covers cellular phone service for the staff members in the CD office and occasional federal express and courier expenses for delivery services. It also covers zoom subscriptions and a BoardDocs license.	
TOTAL Expense budget for the items noted above	\$283,785.00

MUNICIPAL LIGHT BOARD

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0358-1 MUNICIPAL LIGHT BOARD SALARY	\$3,899.88	\$3,600.00	\$3,600.00	\$900.00	\$3,600.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$3,899.88	\$3,600.00	\$3,600.00	\$900.00	\$3,600.00	100.00%	
Total 1967-MUNICIPAL LIGHT BOARD	\$3,899.88	\$3,600.00	\$3,600.00	\$900.00	\$3,600.00	100.00%	

FORT MEADOW

&

LAKE BOON

COMMISSIONS

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0345-1 FT MEADOW COMMISSION EXPENS	\$0.00	\$255.60	\$400.00	\$0.00	\$400.00	100.00%	
1048-1 FUEL-GASOLINE/DIESEL	\$1,061.26	\$725.00	\$750.00	\$350.00	\$1,200.00	160.00%	
1049-1 LAUNCHING BOATS	\$200.00	\$1,300.00	\$1,500.00	\$1,300.00	\$1,300.00	86.67%	
1050-1 RADIO/COMMUNICATIONS	\$400.00	\$200.00	\$250.00	\$100.00	\$400.00	160.00%	
2735-1 WEED MANAGEMENT	\$2,070.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$3,731.26	\$2,480.60	\$5,900.00	\$1,750.00	\$6,300.00	106.78%	
Total 1971-FORT MEADOW COMMISSION	\$3,731.26	\$2,480.60	\$5,900.00	\$1,750.00	\$6,300.00	106.78%	

2023 Budget Worksheet		1971 Fort Meadow Commission					
Charge Code	Description	FY20 Exp	FY21 Exp	FY22 Budget	FY22 YTD Exp	FY23 Budget Request	Notes
345	Fort Meadow Commission Expenses	0	255.6	400	0	400	Flat to 2022 request
1048	Fuel- - Gasoline/Diesel	1061.26	725	750	350	1200	Added a Fort Meadow Commission Agent -
1049	Launching Boats	200	1300	1500	1300	1300	Flat to 2022 request
1050	Radio Communications	400	200	250	100	400	Added a Fort Meadow Commission Agent -
2735	Weed Management	2070	0	3000	0	3000	Flat to 2022 request
	Subtotal 040 - Operating Expenses	3731.26	2480.6	5900	1750	6300	
	Total 1971 - Fort Meadow Commission	3731.26	2480.6	5900	1750	6300	

Fernanda Santos

From: Gary Pelletier <gary_r_pelletier@raytheon.com>
Sent: Saturday, November 6, 2021 12:22 PM
To: Fernanda Santos
Subject: RE: FY23 Budget - Due 10/29/21
Attachments: Fort Meadow Commission_23 Budget Draft Oct 2021.xlsx

Morning Fernanda,

Attached is the proposed FY23 Fort Meadow Budget –

I've created an excel spreadsheet so I could update and track vs a paper copy PDF.

Thanks,
Gary

Gary R Pelletier
Sr. Director, Digital Technology

C: +1 978.902.1342

O: +1 339.645.1171

Gary.R.Pelletier@rtx.com

Raytheon Missiles & Defense

Strategic Missile Defense

235 Presidential Way

Woburn, MA 02451-1449

RTX.com | [LinkedIn](#) | [Twitter](#) | [Instagram](#) | [Facebook](#) | [YouTube](#)

From: Fernanda Santos <fsantos@townofhudson.org>
Sent: Tuesday, October 19, 2021 3:52 PM
To: Gary Pelletier <gary_r_pelletier@raytheon.com>
Subject: [External] FY23 Budget - Due 10/29/21

Gary,

I have attached the FY23 Budget documents, as well as the schedules for the upcoming calendar year.

Please let me know if you have any questions.

Best,
Fernanda B. Santos
Human Resource & Licensing Manager
Town of Hudson
78 Main Street
Hudson, MA 01749
(978) 562-9963 X401
www.townofhudson.org

Budget Worksheet

1974

LAKE BOON COMMISSION

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0346-1 LAKE BOON COMMISSION EXPENS	\$521.95	\$0.00	\$2,834.00	\$0.00	\$5,534.00	195.27%	
<i>Subtotal 040-Operating Expenses</i>	\$521.95	\$0.00	\$2,834.00	\$0.00	\$5,534.00	195.27%	
Total 1974-LAKE BOON COMMISSION	\$521.95	\$0.00	\$2,834.00	\$0.00	\$5,534.00	195.27%	

Budget Request Worksheet (Hudson)

1974

FY23 Budget
 \$5,534
 \$5,534
\$5,534

0346-1 LAKE BOON COMMISSION EXPENSES (HUDSON)
Subtotal 040-Operating Expenses

Total 1974-LAKE BOON COMMISSION

	FY23	Apportioned	
		FY23 Stow	FY23 Hudson
Budget Details (Hudson + Stow)			
Water testing	\$600	\$400	\$200
Boat Maintenance & Winterizing (Storage/ShrinkWrap)	\$1,000	\$667	\$333
Repair & Replace Bouys & Chains	\$500	\$333	\$167
Other Operating Expenses (including Supplies, Postage, Boat Gas, Zoom Acct, etc)	\$1,000	\$667	\$333
Boat & Trailer Insurance	\$500	\$333	\$167
Boat Engine Replacement	\$8,000	\$5,333	\$2,667
Subtotal [Costs split 2/3 Stow, 1/3 Hudson]	\$11,600	\$7,733	\$3,867
Hudson Portion of Stow Police Lake Patrol (1/3 of \$5,000) *	\$1,667	\$0	\$1,667
Expense Budget TOTAL	\$13,267	\$7,733	\$5,534

** The Stow portion (2/3) of the Police Lake Patrol is budgeted by the Stow Police*

Other Notes:

- 1) Funds for Annual Herbicide Weed Treatment are handled by Spring Warrant Articles in both Hudson & Stow, and not reflected in this budget request
- 2) Our current 3 year Weed Treatment contract expires May 2022 and a RFP process will be used to establish a new contract

From: [kris krablin](#)
To: [Fernanda Santos](#)
Cc: [Conray Wharff \(conraywharff@gmail.com\)](#); [danbarstow@gmail.com](#)
Subject: Re: FY23 Budget - Due 10/29/21
Date: Thursday, October 28, 2021 1:18:17 PM
Attachments: [Hudson-FY23-LBC-Budget-Request.xlsx](#)

Hi Fernanda,

Per our conversation this morning, attached is the FY23 operating budget request to Hudson. Included in it is the detail of the budget components, visibility into our combined Stow+Hudson FY23 budget, and some explanatory notes. Please let me know if you have any questions or require anything additional from us at this time.

And who should we work with regarding a Hudson Spring Warrant Article for Hudson's portion of the FY23 herbicide weed treatment? We worked with Tom in the past.

Thanks & Regards,

Kris

On Tue, Oct 19, 2021 at 3:58 PM Fernanda Santos <fsantos@townofhudson.org> wrote:

Conray,

I have attached the FY23 Budget documents, as well as the schedules for the upcoming calendar year.

Please let me know if you have any questions.

Best,

Fernanda B. Santos

Human Resource & Licensing Manager

Town of Hudson

78 Main Street

Hudson, MA 01749

(978) 562-9963 X401

www.townofhudson.org

**HISTORIC
DISTRICT
COMMISSION**

Budget Worksheet

1977

HISTORICAL DISTRICT COMM

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0351-1 HIST. DIST. COMM. EXPENSE	\$505.00	\$370.00	\$784.00	\$225.00	\$784.00	100.00%	
Subtotal 040-Operating Expenses	\$505.00	\$370.00	\$784.00	\$225.00	\$784.00	100.00%	
Total 1977-HISTORICAL DISTRICT COMM	\$505.00	\$370.00	\$784.00	\$225.00	\$784.00	100.00%	

POLICE DEPT.

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0029-1 POLICE CHIEF SALARY	\$143,341.74	\$122,625.57	\$122,626.00	\$31,008.78	\$127,580.00	104.04%	
0031-1 POLICE LIEUTENANT WAGE	\$189,049.62	\$191,829.48	\$202,506.00	\$51,190.74	\$289,685.00	143.05%	
0032-1 POLICE SERGEANT WAGE	\$451,731.42	\$458,923.54	\$478,327.00	\$119,668.23	\$485,457.00	101.49%	
0033-1 PATROLMEN WAGE	\$1,326,865.65	\$1,367,198.79	\$1,545,584.00	\$366,815.40	\$1,548,032.00	100.16%	
0038-1 CLERICAL WAGE	\$69,109.56	\$72,901.24	\$77,761.00	\$18,660.36	\$84,070.00	108.11%	
0039-1 CROSSING GUARD	\$76,956.42	\$65,432.98	\$80,926.00	\$8,883.40	\$88,863.00	109.81%	
0040-1 MATRON	\$4,248.80	\$2,964.80	\$5,000.00	\$0.00	\$0.00	0.00%	
0041-1 OVERTIME	\$365,959.31	\$310,583.43	\$418,345.00	\$110,578.65	\$412,100.00	98.51%	
0045-1 SHIFT DIFFERENTIAL	\$43,487.28	\$42,413.72	\$55,894.00	\$10,132.01	\$51,941.00	92.93%	
0046-1 COURT APPEARANCE	\$16,639.18	\$4,972.56	\$38,884.00	\$3,209.16	\$38,884.00	100.00%	
0047-1 LONGEVITY	\$21,850.00	\$21,175.00	\$18,550.00	\$0.00	\$24,625.00	132.75%	
0132-1 SPECIALIST STIPEND	\$7,729.21	\$6,041.70	\$9,000.00	\$1,354.17	\$15,000.00	166.67%	
0619-1 HOLIDAY	\$99,045.13	\$110,033.77	\$110,527.00	\$19,436.83	\$126,673.00	114.61%	
0653-1 SICK LEAVE BUYBACK	\$45,016.80	\$25,082.93	\$52,474.00	\$0.00	\$52,474.00	100.00%	
0946-1 INCENTIVE/DEGREE	\$199,634.42	\$183,613.29	\$323,612.00	\$73,912.17	\$348,979.00	107.84%	
1387-1 POLICE CAPTAIN SALARY	\$85,298.99	\$76,721.14	\$101,229.00	\$24,955.07	\$109,549.00	108.22%	
1616-1 PARKING CONTROL OFFICER	\$14,531.01	\$15,850.94	\$18,449.00	\$4,613.74	\$22,306.00	120.91%	
3194-1 SPECIAL EVENT OVERTIME	\$17,510.50	\$2,539.99	\$51,370.00	\$7,308.74	\$51,370.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$3,178,005.04	\$3,080,904.87	\$3,711,064.00	\$851,727.45	\$3,877,588.00	104.49%	
0215-1 ELECTRICITY	\$33,174.92	\$32,457.68	\$29,079.00	\$8,350.32	\$29,916.00	102.88%	
0217-1 R&M EQUIPMENT	\$0.00	\$0.00	\$2,000.00	\$0.00	\$3,000.00	150.00%	
0218-1 TELEPHONE/COMMUNICATIONS	\$23,068.60	\$24,929.55	\$18,288.00	\$4,733.72	\$25,000.00	136.70%	
0219-1 RADIO	\$7,329.16	\$531.33	\$4,500.00	\$0.00	\$4,500.00	100.00%	
0220-1 SAFETY EQUIPMENT	\$2,882.05	\$3,374.74	\$2,500.00	\$37.62	\$3,000.00	120.00%	
0221-1 COMPUTER	\$32,290.49	\$35,593.02	\$75,011.00	\$29,098.61	\$78,550.00	104.72%	
0223-1 FIREARM SUPPLIES	\$18,599.68	\$17,373.79	\$27,064.00	\$0.00	\$34,000.00	125.63%	

Budget Worksheet

2100

POLICE DEPARTMENT

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0224-1 GASOLINE	\$39,496.31	\$32,049.18	\$66,464.00	\$3,590.52	\$63,354.00	95.32%	
0225-1 OFFICE SUPPLIES	\$3,685.19	\$5,211.98	\$3,750.00	\$1,228.42	\$5,500.00	146.67%	
0226-1 VEHICULAR MAINTENANCE	\$30,508.66	\$15,185.52	\$26,000.00	\$5,916.89	\$30,000.00	115.38%	
0228-1 R&L EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$40,450.00		
0229-1 UNIFORM ALLOWANCE	\$54,930.27	\$49,497.99	\$39,300.00	\$18,062.99	\$43,450.00	110.56%	
0231-1 CONFERENCE/TRAVEL/TRAINING	\$7,068.75	\$21,349.49	\$19,250.00	\$5,361.72	\$19,250.00	100.00%	
0232-1 ANALYTICAL FACTFINDING	\$4,721.38	\$12,552.08	\$5,495.00	\$5,372.75	\$10,500.00	191.08%	
0235-1 DUES/MEMBERSHIP	\$6,179.00	\$16,651.00	\$16,050.00	\$2,450.00	\$16,650.00	103.74%	
0237-1 OFFICE MACHINERY	\$6,800.98	\$359.66	\$2,500.00	\$163.35	\$2,500.00	100.00%	
0240-1 CLEANING	\$270.00	\$1,221.92	\$1,500.00	\$0.00	\$1,500.00	100.00%	
0241-1 PRISONER MEAL	\$716.31	\$545.44	\$1,000.00	\$77.92	\$1,000.00	100.00%	
0657-1 BOOKS	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00		
0658-1 PRINTING/STOCK	\$3,427.67	\$6,659.83	\$2,250.00	\$1,363.14	\$3,000.00	133.33%	
0659-1 PHOTOGRAPHIC EQUIP & SUPPLIE	\$149.99	\$0.00	\$0.00	\$0.00	\$500.00		
0660-1 MEDICAL SUPPLIES	\$1,030.57	\$1,032.53	\$750.00	\$432.57	\$2,500.00	333.33%	
1366-1 NATURAL GAS	\$10,484.77	\$10,988.38	\$19,829.00	\$1,365.77	\$19,768.00	99.69%	
1893-1 ANIMAL CONTROL CONTRACT SER	\$52,002.12	\$52,782.12	\$59,706.00	\$17,769.76	\$53,707.00	89.95%	
1895-1 OFFICE FURNITURE/BLD EXPENSE	\$136.74	\$0.00	\$0.00	\$0.00	\$4,000.00		
3195-1 SPECIAL EVENTS SUPPLIES	\$2,715.05	\$0.00	\$0.00	\$0.00	\$10,000.00		
3878-1 K-9 SUPPORT EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00		
3879-1 RECRUITMENT & PROMOTION EXP	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00		
<i>Subtotal 040-Operating Expenses</i>	\$341,668.66	\$340,347.23	\$422,286.00	\$105,376.07	\$522,095.00	123.64%	
Total 2100-POLICE DEPARTMENT	\$3,519,673.70	\$3,421,252.10	\$4,133,350.00	\$957,103.52	\$4,399,683.00	106.44%	

PERSONNEL BUDGET SHEET for FY23,

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Employee Name	Position / Title	Anniv. Date	Emp. #	No. Hrs. Per Wk.	Grade & Step at 6/30/22 (FY22 year end)	Annual Salary at 6/30/22 (FY22 year end)	Annual Salary at 7/1/22 (start of FY23) include COLA if applicable	Weekly salary 7/1/22(start of FY23) H/52	Grade & Step at year end	Annual Salary after step	Weekly Salary after Step if applicable K/52	Total # Weeks at new salary (after step)	Total FY23 Salary (52.2-wk) +(-LxM)	Long. Pay	Sick Leave Buy Back Pay	Total Budgeted for Employee (IN-OPT)
Calvin Ahearn	Patrol Officer	7/1/2022	3341	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$550.00	\$	\$ 67,419.00
James Connolly	Detective	7/1/2022	4178	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 625.00	\$	\$ 67,494.00
Chad Croxian	Detective/Youth Officer	7/1/2022	3118	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 675.00	\$	\$ 67,544.00
John Donovan	Patrol Officer	7/1/2022	1991	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 750.00	\$	\$ 67,619.00
Michael Doran	Patrol Officer	9/28/2022	5085	37.5	P1-II	\$57,384.00	\$57,384.00	\$ 1,103.54	P1-III	\$60,231.00	\$ 1,158.29	39.60	\$ 59,773.00			\$ 59,773.00
James Downing	Patrol Officer	5/20/2023	4976	37.5	P1-IV	\$62,036.00	\$62,036.00	\$ 1,193.00	P1-V	\$64,672.00	\$ 1,243.69	6.00	\$ 62,579.00			\$ 62,579.00
Joseph Edie	Patrol Officer	7/1/2022	3952	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 675.00	\$	\$ 67,544.00
Joseph Espile	Patrol Officer	7/1/2022	4398	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 550.00	\$	\$ 67,419.00
Jason Hatstat	Patrol Officer	9/14/2022	5063	37.5	P1-II	\$57,384.00	\$57,384.00	\$ 1,103.54	P1-III	\$60,231.00	\$ 1,158.29	41.60	\$ 59,883.00			\$ 59,883.00
Michael Hurley	Patrol Officer	5/20/2023	4542	37.5	P1-IV	\$62,036.00	\$62,036.00	\$ 1,193.00	P1-V	\$64,672.00	\$ 1,243.69	6.00	\$ 62,579.00	\$ 550.00	\$	\$ 63,129.00
Kevin Johnson	Patrol Officer	9/12/2022	4694	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	42.00	\$ 66,869.00	\$ 550.00	\$	\$ 67,419.00
Patrick Kerrigan	Patrol Officer	7/24/2022	5062	37.5	P1-II	\$57,384.00	\$57,384.00	\$ 1,103.54	P1-III	\$60,231.00	\$ 1,158.29	49.00	\$ 60,288.00			\$ 60,288.00
Wendy LaFiamme	Patrol Officer	7/1/2022	1962	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 750.00	\$ 2,730.00	\$ 70,349.00
Peter Lambert	Patrol Officer	7/1/2022	1957	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 750.00	\$ 2,730.00	\$ 70,349.00
Nicholas Lampson	Patrol Officer	1/18/2023	5121	37.5	P1-II	\$57,384.00	\$57,384.00	\$ 1,103.54	P1-III	\$60,231.00	\$ 1,158.29	23.60	\$ 58,897.00			\$ 58,897.00
Samuel Leandres	K9 Patrol Officer	9/12/2022	4689	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	42.00	\$ 66,869.00	\$ 550.00	\$	\$ 67,419.00
Ronald Mace	Patrol Officer	7/1/2022	2120	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 750.00	\$ 2,730.00	\$ 70,349.00
Kevin Martins	Patrol Officer	1/18/2023	5122	37.5	P1-II	\$57,384.00	\$57,384.00	\$ 1,103.54	P1-III	\$60,231.00	\$ 1,158.29	23.60	\$ 58,897.00			\$ 58,897.00
Jonathan Parks	Patrol Officer	7/1/2022	3202	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 750.00	\$	\$ 67,544.00
Craig Perry	Patrol Officer	7/1/2022	2369	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 750.00	\$	\$ 67,619.00
Zachary Schaeffer	Patrol Officer	7/1/2022	4977	37.5	P1-IV	\$62,036.00	\$62,036.00	\$ 1,193.00	P1-V	\$64,672.00	\$ 1,243.69	6.00	\$ 62,579.00			\$ 62,579.00
Shamus Veo	Detective/SRO	7/1/2022	3562	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 675.00	\$	\$ 67,544.00
Christopher Vezeau	Detective	7/1/2022	3456	37.5	P1-MAX	\$66,612.00	\$66,612.00	\$ 1,281.00	P1-MAX	\$66,612.00	\$ 1,281.00	52.20	\$ 66,869.00	\$ 675.00	\$	\$ 67,544.00
Andrew Garceau	Patrol Officer	10/29/2022	5207	37.5	P1-II	\$57,384.00	\$57,384.00	\$ 1,103.54	P1-III	\$60,231.00	\$ 1,158.29	35.00	\$ 59,522.00			\$ 59,522.00
		7/1/2022					\$	\$			\$	52.20	\$			\$
		7/1/2022					\$	\$			\$	52.20	\$			\$
		7/1/2022					\$	\$			\$	52.20	\$			\$
													\$ 1,548,032.00	\$ 10,500.00	\$ 8,190.00	\$ 1,566,722.00



HUDSON POLICE DEPARTMENT

911 MUNICIPAL DRIVE • HUDSON, MASSACHUSETTS 01749

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www.townofhudson.org

**RICHARD P. DIPERSIO
CHIEF OF POLICE
978-568-9659**

October 25, 2021

**Mr. Thomas Gregory, Executive Assistant
Town of Hudson
78 Main Street, Hudson, MA 01749**

Re: FY23 budget considerations

Dear Mr. Gregory,

Please accept the following correspondence for consideration of the police department's FY23 operating budget. As discussed, the Hudson Police Department has been operating in an understaffed capacity, directly affecting the level of services we provide to the community, as well as internal factors here at the department such as morale, fatigue, forced overtime, etc. Significant town growth, coupled with increased call volume, the nature and scope of the calls we respond to and the time involved in successfully resolving them, police reform, and P.O.S.T. mandates, have all added to the many demands we are already faced with. These reasons make the police department staffing concerns unique to any other town department. Police Departments across the commonwealth are facing historical changes in response to police reform. We are in times never experienced before. Policing has no doubt changed, and we need to adapt and change accordingly to continue to have the ability to provide the quality service we strive to do each and every day. As you are well aware, 2020 and 2021 have been and continue to be extremely challenging and difficult times. As a public safety agency, we continue to deal with the pandemic and continue to navigate police reform and POST mandates, much of which is still unknown.

The police department is unique to any other department, particularly in today's climate. Police departments nationwide are under intense scrutiny like we have never been before. We continue to be faced with new challenges. Here in Massachusetts, the police reform legislation will bring new mandates in respect to training, policy development, police certification and accreditation, and more. To successfully meet these challenges, and in many cases mandates, we will need adequate resources and funding to do so. I want to be prepared to act quickly and decisively.

The main purpose of a police department is to ensure public safety within the community. This objective is accomplished primarily through the patrol division, who maintains the responsibility to maintain order, respond to calls for service, conduct traffic enforcement, maintain a high visibility within the community in hopes of deterring criminal activity, and to engage with the community through a myriad of community events and programs. One of the first objectives I looked to accomplish was making a commitment to expand on the many community programs we are already engaged in. These public interactions are essential to help

establish and maintain good rapport, build and foster positive relationships, and to develop community trust. In a smaller police agency such as Hudson, additional patrol officer responsibilities go well beyond responding to the initial call for service. Our patrol officers conduct initial investigations, perform significant follow up to help identify suspects, pursue leads, and ultimately resolve the case through criminal summons or arrest. Patrol officers are also responsible for responding to medical emergencies and rendering aid to victims; which more often than not includes psychological, emotional, and physical care. Officers must prepare for court, prepare their testimony and report writing to accurately document an event. As you can see, this section of the department serves a vast array of functions.

The police department has been level staffed for some time, and has not adequately responded to the towns growth or the demands placed on the department. This lack of acquiring additional personnel has forced us to become somewhat of a reactive department. Our patrol shifts are often understaffed with forced overtime on any given day or night with calls for service being delayed or prioritized.

The Town of Hudson has seen dramatic growth in recent years. Retail, commercial and residential aspects within the community continue to grow and expand. This growth swells the day and evening populations, directly impacting the demands on the department. Many times, unfilled patrol shifts are staffed by reassigning detectives from the detective bureau, or pulling detectives from the schools, to work patrol. This reassignment takes away from their primary responsibilities which means potential delays in investigations, background checks, school activities, etc. In addition to this, many times officers are reassigned from patrol to assist the Department of Public Works for construction safety at work sites. When this occurs, an officer from the patrol division is assigned to the DPW site and if a detective is available, he or she is reassigned from the detective bureau, put into uniform, and fills the vacant patrol slot. If personnel are not available to accomplish this, forced overtime is required. Filling one hole creates another.

The manner in which law enforcement services are provided by the department and the types of services that it provides are a reflection of the character and the demands of the community. The ongoing challenge for the Hudson Police Department is the ability to define the appropriate allocation and deployment of officers to meet the desired demands of the residents of Hudson. In today's policing profession, calls for service are obligated functions to which officers must adequately respond. Many calls are not criminal in nature but the police are responsible for resolving the issue regardless and the community expectations are high to do so in an efficient, compassionate, and professional manner. Today's police officers are challenged with more complicated issues such as mental health, juvenile challenges, and other incidents that are not easily or immediately resolved. If officers do not have adequate time to address the service demands, community satisfaction wanes and management of risk by the agency increases.

The Massachusetts POST Commission (Peace Officer Standards and Training) was established as part of the criminal justice reform enacted in 2020. In January of 2021, Gov. Baker signed Police Reform Legislation. De-escalation has become a hot button item with the establishment of police reform and POST. Although we've already been engaged in de-escalation tactics, it has now become law. De-escalation tactics are required and are defined in part as: *"Proactive actions and approaches used by an officer to stabilize a law enforcement situation so that more time, options and resources are available to gain a person's voluntary compliance and to reduce or eliminate the need to use force including, but not limited to, verbal persuasion, warnings, slowing down the pace of an incident, waiting out a person, and requesting additional resources to resolve the incident including, but not limited to, calling in medical or licensed mental health professionals."*

More time. Options. Calling in additional resources. Verbal persuasion. Slowing down the pace. Waiting it out. This all equates to time. However long it takes, police are required to use time to their advantage to successfully and peacefully resolve a myriad of challenging and difficult situations they encounter on a daily basis. I bring this up for a couple of reasons, and I will use a recent example in which I was directly involved myself. On October 20, 2021, the department received a 9-1-1 call from a resident here in Hudson. The caller reported she was attacked by her significant other, was choked and threatened harm by this subject with a knife. Officers responded and spoke to the victim. When attempting to speak to the suspect, he proceeded to barricade himself in the second floor of the dwelling. As officers attempted to persuade him to walk down peacefully, he refused. He went on a verbal tirade expressing his disdain and hatred of the police. He repeatedly threatened violence upon them if any officers attempted to detain him. The threats were very descriptive and violent and officers were unsure if he remained armed. I was called out from my residence and responded on scene. Officers took turns speaking with this subject for several hours, attempting to establish rapport with him. A crisis negotiator from CEMLEC was called in to assist as well. After 3+ hours of speaking with this subject, we were finally able to persuade him to exit the home peacefully and he was placed into custody. No officers displayed any weapons nor was any force used on this subject. It simply took time. And in this situation, due to the nature of the offenses alleged, issuing a summons was not feasible. We would have had to take as much time as was necessary, and we did just that.

But what else is happening within town while this event unfolds? Again, due to the nature of the offenses, the dwelling needed to be secured, a soft perimeter established, while also maintaining visible contact with the subject. This required the assistance of the entire shift and to be quite frank, that still was not the ideal amount of personnel to maintain safety. And while officers are here at this incident, other calls for service come in and require a police response. This requires that officers prioritize and redeploy where needed, or mutual aid is requested from surrounding agencies. This is not ideal.

We are continuing to face calls such as this, or calls involving those in mental health crisis. We are fortunate to have a part-time mental health clinician assigned to us and the Sudbury Police Department through a grant by Advocates, Inc. This clinician assists us in response to these mental health calls. These calls can tie up one, two, or more officers for hours on end to allow for the team to successfully resolve a situation. At that time, any additional calls will be left shorthanded, be prioritized, or left to mutual aid. Officers can be tied up for hours conducting follow up, preparing reports, and contacting outside servicing agencies to help arrange for alternate assistance or services to the subject in crisis. We are seeing more and more of these types of calls that require an ever-increasing amount of time to resolve, tying up officers for longer periods of time. This, in conjunction with the growth of the town, is placing additional demands on the department.

The revitalization of the Town of Hudson has been such an exciting thing to witness. Both as a town employee and as a Hudson resident and taxpayer, I fully support these efforts and welcome the growth. But with growth comes demands. And demands not just in the call volume increase we see, it's the type of calls we are now faced with and the time involved to successfully and safely resolve them. Officers are now more engaged in mental health, crisis intervention, overdose intervention, and social work now more than we have been in the history of policing.

The growth and demands on policing also present themselves through the increase in vehicular traffic. The department has seen an increase in traffic complaints involving dangerous intersections, speeding vehicles, and many other traffic violations. Last year we were awarded a grant that allowed us to purchase traffic speed signs and traffic safety equipment. This equipment gets deployed by our traffic supervisor. This traffic

supervisor role was added to the primary responsibilities of one of the patrol supervisors. However, most often this supervisor is only able to dedicate time to traffic equipment deployment on two (2) of the regularly scheduled shifts when he is working with another patrol supervisor. This allows him time to dedicate solely to any traffic responsibilities.

The department does not currently have a dedicated traffic unit to respond to these requests and demands. Patrol officers will be assigned to any hot spots or areas of concern during their regular tours of duty. However, they still remain responsible for any calls for service. Often, they are pulled away from any traffic assignments for these calls and are not able to get back to the traffic assignment in a timely manner, if ever at all. This pattern repeats itself and these hot spots do not get adequate attention, all while additional complaints may come in.

When I was appointed Chief last year, I spoke with my staff and a decision was made to do some restructuring and redeployment of resources. Some of these changes are:

- Prior to 1/1/21, the two (2) lieutenants were each assigned to patrol. One lieutenant was assigned a 4 on / 2 off shift, working two 7am – 3pm shifts followed by two 3pm – 11pm shifts and two days off. On the days when this lieutenant was assigned 7am – 3pm shifts, he was the patrol supervisor. The second lieutenant was also assigned a 4 on / 2 off schedule, working straight 3pm to 11pm shifts. With that, there were only two days per week when a lieutenant was working the same schedule as the Chief and the Captain who were both assigned an administrative schedule working traditional business hours Monday through Friday.
- My goal was to redistribute work loads amongst the supervisory staff, and increase responsibility to those positions. This would allow the Captain and I to focus on other important areas. I also wanted to increase the responsibilities of the two lieutenants. I separated the department into two major divisions; Operations and Services. One lieutenant oversees operations, while the other oversees services. Both lieutenants were moved to administrative schedules to coincide with the Chief and Captain's schedules and to work directly with them through the Chief's Office. This also allows for weekly command staff meetings to stay on top of critical workloads.
- I made accreditation a priority when I became chief and wanted this to be a full-time venture. The services lieutenant immediately began working on this and to date we are well into the arduous and pain staking process of reviewing and revising each and every department policy to meet the state's accreditation standards. This move has proven to be a great success based on the accomplishments by the lieutenant thus far. This would not have been able to be accomplished in this efficient a manner under the prior work schedule.
- However, with this restructuring move, we lost a critical second layer of supervision on the 3pm to 11pm shifts, some of the busier shifts we encounter. Under the prior work schedules with the two lieutenants, they were assigned as shift commanders. There was also a patrol supervisor holding the rank of sergeant assigned to these shifts. This allowed the patrol supervisor to remain on the road with the officers, responding to calls, etc. The shift commanders would remain inside the police station overseeing the entire operations of a particular shift, including the dispatch center, walk in reports, fielding telephone calls, and being a second layer of command over the patrol officers and the sergeant. Again, we filled one void while creating another.
- Prior to my becoming Chief, there was a sergeant assigned to an administrative schedule working as the department's liaison to the court. I did not feel this was a needed full-time position, therefore I

moved this sergeant to a 4 on / 2 off schedule to maintain the departments fleet and field the traffic complaints, as well as serve as a patrol supervisor on two of his four days, days that were previously staffed with the lieutenant.

- A detective was assigned to be the court liaison and this reassignment has been working well.
- We have seen an increase in not only the call volume but also the severity of the calls and the time involved to successfully and safely resolve them. With that, we redeployed personnel to overstaff the 3pm to 11pm shifts to help alleviate some of the demands on those shifts. We moved an officer(s) from the 7am to 3pm shift to accomplish this. Again, we filled one void while creating another. The day shift was left understaffed with the idea that we can always reassign specialty officers if needed; however, this is taken under careful consideration as doing so takes them away from their primary responsibilities and is not the ideal solution.

Not having this second layer of supervision on the 3pm to 11pm shift has already shown where its absence is an issue. We currently have an internal investigation which has indicated to me, having an additional supervisor on the road at the time this incident occurred may have allowed for a more effective response. If this were the case, this incident may have concluded much differently with no complaint or investigation whatsoever.

The national trend of policing shows there has been significant discussion that calls for service are becoming more and more complex and time consuming. It is widely recognized that police departments across the country are being subjected to this new paradigm of delivering police services where the demands upon law enforcement agencies has greatly expanded the mission for the police focusing largely on quality of life issues and coordinating community services that are predicated upon mutual trust and respect.

With the creation of police reform and POST, we are already experiencing new demands on our staff. As we navigate the initial phase of these reforms, we have already seen multiple revisions to policy changes. Many of these policies will continue to change and incorporate new revisions as POST becomes operational. These changes require training for all staff. What does POST mean for us and what is happening now?

- The nine-member board has been selected and they are currently meeting.
- There is now a Division of Police Standards with a director. Investigators without law enforcement background/experience will be hired.
- There will be public hearings commencing.
- Sub-committees will be formulated such as the body worn camera sub-committee.
- Possible standardized background checks – summary of background check will be sent to the MPTC to be included in academy packet. MPTC to create policy regarding background checks that will be reported to POST Commission.
- Autism Training mandated by MPTC.
- Fair & Impartial Training mandated by MPTC.
- December 1st is slated for Standard Training Program relative to Use of Force. These policies continue to be redefined and developed.
- Act requiring Critical Incident Intervention by Emergency Service Providers. SRO's will have higher level of training mandated by MPTC and is currently in development.
- POST will certify officers for three years.
- POST Commission can audit internal affair records at any time.

- There is a deadly force exception relative to shooting at a moving motor vehicle but no deadly force exception as it relates to choke holds.
- Department of Public Health reporting/review on use of force concerning serious injury or death.
- The POST Commission will qualify/certify agencies and officers and can act on an officer's license.
- Agencies continue conducting internal affairs investigations and a summary of the process will be sent to POST with findings. POST can conduct additional inquiry and take independent action (suspend/revoke), on an officer's license.
- Physical fitness standards will be implemented that we must adhere to annually or bi-annually.
- Unprofessional conduct has yet to be defined. We are currently in the process of collecting files on all active personnel to submit to POST.

There are many unanswered questions by POST. As we are already experiencing, police accreditation, policy and procedure review and revision, increased training mandates, an anticipated body worn camera program, and POST mandates alone will justify the absolute need to add staffing to the department. I am proposing the addition of one (1) administrative lieutenant and two (2) patrol officer positions to the agency.

The administrative lieutenant position would satisfy the following:

- This position will allow a lieutenant to serve as a shift commander on many of the 3pm to 11pm shifts, bringing that second layer of supervision back to many of the evening patrols.
- This position will allow for a lieutenant to serve as an administrator of the POST requirements, body camera data management, training and training updates, and POST mandates.
- This position will also allow the detective bureau command to be removed from the Captain and delegated to one of the lieutenants.
- This position will also provide for potential savings on overtime costs.

To satisfy the increased demands on patrol operations, I am proposing the addition of two (2) patrol officers and these positions would satisfy the following:

- These 2 officers would be assigned to overlapping day coverage to handle all traffic complaints, traffic safety equipment and deployment, and motor vehicle crash investigations.
- These officers will supplement the day patrols, adding valuable and needed coverage, potentially reducing the need to backfill shifts on overtime costs.
- These officers will also be responsible for maintaining the departments fleet of vehicles, under the supervision of the traffic supervisor.

As I have discussed, it is my goal to implement a body worn camera program for the sworn officers of the department. This is a costly endeavor, but one I feel is necessary to maintain transparency and trust within the community. I do feel there will be a mandate on BWC's at some point, however I'd like to get ahead of that. This program will require a tremendous amount of management. We are already experiencing an increase in demands with my administrative office. Both my full-time administrative assistant, as well as my part-time billing and payroll clerk assist me with these services. I am requesting the hours of my part-time payroll/billing clerk be increased to 25-30 hours per week. She has indicated that she does not require health benefits at this time.

According to the U.S. Department of Justice, in 2019, nationwide the rate of sworn officers was 2.4 per 1,000 inhabitants. At 34 sworn police officers, The Hudson Police Department averages approximately 1.7 officers per 1,000 inhabitants, well below this national average. It's also important to consider morale, officer productivity, recruitment and retention, and officer wellness when considering staffing levels. We have explored many options when trying to best determine the most effective and efficient way to deploy our officers, while also considering morale, wellness, sleep deprivation, etc. This is no easy task. And when we are trying to do this with no addition of staff, we are simply filling one void while at the same time creating another. The increase of these new positions will help the department work more efficiently, will ease the burden of the increased demands on the staff, and ultimately provide the best possible services to allow for a safe community for the residents and visitors of the Town of Hudson.

Thank you for your consideration and should you have any questions please feel free to contact me.

Regards,



Richard DiPersio

Police Chief

Expense Account Explanations:

0217 Repair and Maintenance of Equipment – I am proposing bringing this account back to the funding level prior to the 2% cut to allow for adequate funding to repair certain departmental equipment.

0218 Telephone/Communications – The average expenses within this account incurred for FY20 and FY21 has been just under \$24,000 dollars. Requesting funding at \$24,000 for FY23.

0223 Firearm Supplies - I have requested an increase in this account. Between COVID, protests and riots, added training, and simple supply and demand, costs have driven up.

0225 Office Supplies – I am proposing bringing this account back to the funding level prior to the 2% cut to allow for increased pricing of supplies.

0226 Vehicular Maintenance – We have been experiencing an increasing amount of vehicle repairs, particularly on our hybrid patrol vehicles. For FY22 we are already nearly 79% expended of the total amount funded. I am proposing an increase in this account for FY23.

0228 Rental & Leasing of Equipment & Furnishings – I am proposing a body worn camera program for sworn staff. This account would be used for year one of funding this program. The funding provides for a projected and estimated 10% price increase from quote already provided.

0229 Uniforms – This account has been typically underfunded and I am proposing an increase for FY23.

0231 Conference/Travel/Training – With an increase in training mandates, I am proposing bringing this account back to the funding level prior to the 2% cut.

0232 Analytical Fact Finding – This account is needed to fund the towns emergency notification system and is funded accordingly. This account also covers special investigations. This year I retained the services of an outside, independent investigator to handle an internal affairs investigation with allegations of misconduct. The increase of funds to this account provides funding should this investigatory service be needed.

0658 Printing/Stock – I am proposing bringing this account back to the funding level prior to the 2% cut to allow for increased pricing of supplies.

0660 Medical Supplies – I am proposing bringing this account back to the funding level prior to the 2% cut to allow for increased pricing of supplies.

1895 Office Furniture/Building – I am proposing bringing this account back to a funding level prior to the 2% cut to allow for increased pricing of equipment and furnishings. We anticipate needing to replace or repair some equipment, furnishings, etc. in FY23.

3195 Special Events Supplies – This account was eliminated as a result of the prior 2% cuts. Community policing and community engagement are now more critical than ever. We must stay engaged and connected with the community. We have established a Community Action Team and have already hosted many community events. These events have been extremely well received by the community. Community events such as coffee with a cop, open house, faith and blue, neighborhood watch programs, citizen academies, and youth athletic leagues are just a few of the programs we have hosted or are considering hosting in the future. These events need proper funding for supplies and equipment and to be able to host events with no fees to attend. This account would be used to fund the existing programs already in place, while adding additional community events.

New Account Recruitment & Promotion - In May of 2021, the town voted to remove the police department from civil service. This account will be used to cover expenses needed to retain services of a vendor to administer any entrance exams for new police officers and/or promotional assessments and associated processes for advancement of existing officers. I am recommending this account be funded at \$15,000.00 for FY23.

New Account K9 Support – We have established a new K9 unit within the department. This account will be used to fund any unanticipated cost that may arise throughout the year.

**HUDSON POLICE DEPARTMENT
PERSONNEL SERVICE
DEPARTMENT HEAD RECOMMENDATIONS FOR FY23**

0029 POLICE CHIEF SALARY **\$127,580.00**

Chief's salary for FY23.

0031 POLICE LIEUTENANT SALARY **\$289,685.00**

Salary for three (3) police lieutenant's at PL-1 (1) and PL-5 (2) for FY23. New for FY23 is the addition of a lieutenant position.

0032 POLICE SERGEANT WAGE **\$485,457.00**

Salaries for two sergeants at maximum step PS-6, and two at PS-4, one at PS-3, and one at PS-1 for FY23.

0033 PATROLMAN WAGE **\$1,548,032.00**

Contractual agreement for 26 full-time patrol officers. Fifteen officers at maximum P-1 step, three officers at P-1 V, six officers at P-1 III, and two officers at P1 min.

0034 DISPATCHER WAGE **WARRANT ARTICLE FUNDING**

One Communications Supervisor at M5-8. Nine full-time dispatchers: One dispatcher at Grade 10D Senior. One dispatcher at Grade 10D-8. One dispatcher at Grade 10C-8. One dispatcher at Grade 10B-8, two dispatchers at Grade 10B-4, two dispatchers at Grade 10B-3, one dispatcher at Grade 10B-2, and one part-time dispatcher at Grade 10B-5. This expense will be funded in a separate warrant article.

0038 CLERICAL WAGE **\$84,070.00**

Contractual agreement for the Chief's Administrative Assistant at Grade M4-6 and one part time Senior Clerk for 19.5 hours weekly at NU-D4. I recommend that this account be funded at \$94,717.00 for FY23.

0039 CROSSING GUARDS **\$88,863.00**

There are eight Crossing Guards at various steps of the non-union NU-B scale. All guards work three hours per day for 180 days per year. I recommend that this account be funded at \$88,863 for FY23.

0040 MATRON **\$0.00**

Matron working approximately 400 hours per year on a call-in basis for duty with female prisoners. I am recommending that this account be funded at \$0 for FY23.

0041 OVERTIME **\$412,100.00**

This account will cover the costs of three elections, two town meetings, various community events, training, and DPW road assistance for approximately 800 hours. An estimate of over 550 shifts will need coverage due to vacations, sickness, injuries, and emergency leave. Additional hours needed for investigations such as narcotics, serious motor vehicle accidents, etc. are also paid by this account. The Department has five officers in a regional team of highly trained specialists who respond to critical incidents, with 16 hours of training per month and various critical incident callouts each month. New for FY23 is an additional weeks' vacation for officers with 20+ years of service as a result of the revocation of civil service. I am recommending this account be funded at \$412,100.00 for FY23.

0045 SHIFT DIFFERENTIAL **\$51,941.00**

This account will cover the costs of paying shift differential to police personnel working the evening and night shifts. Presently a 4% stipend is provided. I recommend that this account be funded at \$55,894.00 for FY23.

0046 COURT APPEARANCE **\$38,884.00**

This account will cover the anticipated costs associated with police personnel attending Marlboro District Court and Middlesex Superior Court. Police personnel receive a minimum of 4 hours pay for district and superior court appearances. During the past year Police Dispatchers continue to be summonsed into court by District Attorneys and Assistant District Attorneys to verify information on communications received by the police department. As COVID restrictions ease, courts will be forced to address backlogged cases in addition to new and current caseloads, resulting in increased overtime costs associated with police personnel court appearances. I am recommending that this account be funded at \$38,884.00 for FY23.

0047 LONGEVITY **\$24,625.00**

This account will cover the costs of contractual longevity payments for both union and non-union personnel. I recommend that this account be funded at \$24,625.00 for FY23.

0131 RESERVE OFFICER WAGE **\$0.00**

I recommend that this account be funded at \$0.00 for FY23.

0132 SPECIALISTS STIPEND **\$15,000.00**

This account will cover the specialist pay as provided by Union Contracts. Pursuant to the Patrolman's Contract, the department's Youth Officer receives \$1,000.00 per year, the School Resource Officer receives \$1,000.00 per year, the Firearms Instructors (2) each receives \$250.00, the Field Training Officers (5) receive \$500.00 each annually. Under the Superior's Contract, A Detective Sergeant and the Court Prosecutor will each receive a \$2,000 annual stipend. New for FY23 is the required agreed stipend for the K9 handler position. I am recommending that this account be funded at \$15,000 for FY23.

0619 HOLIDAY **\$126,673.00**

This account will cover the contractual obligations for holiday pay for the police personnel. Under the Town By-laws, the MCOP Contract and the NEBPA Contract, employees receive 12 paid holidays. New for FY23 is the Juneteenth holiday. I recommend that this account be funded at \$132,320.00 for FY23.

0653 SICK LEAVE BUY BACK **\$52,474.00**

This account will cover the anticipated costs for personnel for sick leave buy-back. I recommend that this account be funded at \$52,474.00 for FY23.

0946 INCENTIVE/DEGREE **\$348,979.00**

This account provides the funds to meet contractual obligations for educational stipends (Quinn Bill) for the department's members who currently qualify for this benefit. Nine officers with Associate's Degrees, fifteen officers with Bachelor's Degrees, and two officers with a Master's Degree qualify for stipends. New for FY23 is degree incentive pay as a result of the revocation of civil service. I recommend that this account be funded at \$372,001.00 for FY23.

1387 POLICE CAPTAIN SALARY **\$109,549.00**

Captain's salary for FY23.

1616 PARKING CONTROL OFFICER **\$22,306.00**

This account pays a parking control officer for approximately 19 hours per week. The Parking Control Officer will be paid at NU-D8. I recommend that this account be funded at \$22,306.00 for FY23.

3194 SPECIAL EVENTS OVERTIME **\$ 51,370.00**

This account covers officer's overtime associated and related to events such as Youth Academy, Downtown Holiday Stroll, Pumpkin Feast, Downtown Trick or Treat, Community Fest, and various other events. Costs to staff the bicycle patrol unit to cover the rail trail and downtown areas on weekends are drawn from this account. In addition, I would like to staff a Community Affairs Team within the department to hold a minimum of one (1) community event per month. Events such as Coffee with a Cop, Neighborhood Watch Programs, Juvenile Athletic Leagues, etc. This account covers costs to adequately staff these important community events. I am recommending that this account be funded \$51,370.00 for FY23.

TOTAL FY22 PERSONNEL RECOMMENDATIONS.....\$3,877,588.00

**HUDSON POLICE DEPARTMENT
EXPENSE ACCOUNTS
DEPARTMENT HEAD RECOMMENDATIONS FOR FY23**

0215 ELECTRICITY **\$29,916.00**

This account funds the Department's electricity expenses at Police Headquarters. The figure recommended reflects a calculation using the formula provided. This amount is 80% of the new Police/DPW facility's electricity cost. I am recommending this account be funded at \$29,916.00 for FY23.

0216 WATER & SEWER **\$0.00**

This covers the expenses for water and sewer for the Police/DPW facility. I am recommending this account be funded at \$0.00 for FY23.

0217 REPAIR & MAINTENANCE OF EQUIPMENT **\$3,000.00**

This account covers the cost of repairing radar units, intoxilyzer machine, surveillance cameras, audio monitoring equipment and other safety equipment used by the department and its members. I am recommending this account be funded at \$3,000.00 for FY23.

0218 TELEPHONE/COMMUNICATIONS **\$25,000.00**

The account is used to cover expenses for telephone communication fees, which include building, mobile and other wireless technology services. The Department has fourteen connections requiring CDMA service at \$40.00 per month and it is also committed to a monthly expense for data grade phone lines to operate our radio system. New for FY23 is maintenance/emergency response contract to be split with DPW. I am recommending this account be funded at \$25,000.00 for FY23.

0219 RADIO **\$4,500.00**

The money in this account pays for repairs to the Department's radio equipment, which includes base radios, 15 mobile radios and 42 portable radios. Replacement batteries for portable radios are purchased from this account. We are anticipating some expenses for routine maintenance associated with equipment breakdown. We have started to replace mobile radios as we purchase new cruisers. I am recommending this account be funded at \$4,500.00 for FY23.

0220 SAFETY **\$3,000.00**

Funds from this account are used to purchase supplies used by officers performing routine emergency services. Items such as officer survival pocket patrol packs, road flares, crime scene equipment, recharging fire extinguishers, measuring equipment, AED's, etc. are purchased from this account. I am recommending this account be funded at \$3,000.00 for FY23.

0221 COMPUTER**\$78,550.00**

The computer account is used to pay for service contracts and maintenance of the department's computer hardware and software systems. The department is currently under obligation for the following annual expenditures for service contracts on its equipment:

Tritech Software System (Annual Software Maintenance)	\$17,100.00
Integration Partners (CJIS) (Annual Hardware Maintenance)	\$1,025.00
Crossmatch (Annual Live-Scan Fingerprint Maintenance)	\$3,360.00
Morphotrust (Software Maintenance).....	\$3,500.00
Networkfleet System (Technical Support).....	\$1,482.00
PM/AM (Policy/Procedure & Accreditation Software Maintenance).....	\$2,250.00
SystemWorks DTS Scheduling (Employee Scheduling Software Maintenance).....	\$6,500.00
Input Ace (Video Evidence Software Maintenance).....	\$1,000.00
Hunter Systems (Booking Photo Software Maintenance).....	\$400.00
ESRI ArcGIS Maintenance.....	\$538.00
John Guilfoil Public Relations.....	\$4,950.00
Power Solutions (split with DPW).....	\$1,770.00
HPE Server annual maintenance.....	\$14,250.00
HPE Wireless (split with DPW).....	\$2,524
HP Switch/Network Hardware Warranty.....	\$6,500.00
Signet Security (Build. Access Control & Security 3 yr. Maintenance - split w/DPW).....	<u>\$5,150.00</u>
Total Fixed Obligations.....	\$72,300.00
Expected 2% Increase on some existing accounts.....	\$750.00
Funds to repair, maintain, and/or replace existing equipment.....	\$4,000.00
KNE detention center annual door maintenance.....	\$1,000.00
CivicPlus web page annual maintenance.....	\$500.00

Funds from this account are also used to maintain and update the seven mobile computers that are tied into our Tritech Software System, as well as peripherals controlling the MDT system. Morphotrust fingerprinting computer system is used to transfer arrested person prints to the State and Federal systems for instant identification. Crossmatch is used for fingerprints in the licensing and sex offender registry office. Networkfleet System is the department's vehicle GPS service. Programs designed to enhance and simplify office procedures and law enforcement investigations are also maintained through this account. Accessories such as printers, servers, monitors, controllers, etc, are bought from the computer account. Repairs to computer equipment, most of which is not covered under maintenance agreements, is deducted from this account.

IT has indicated several items that need replacement and/or maintenance agreements, some of which were also paid initially though the building account. Hubtech (HPE) servers and switches maintain the departments entire system. The department is enrolled in the State Accreditation Program and we have added a cloud-based employee scheduling system. I am recommending this account be funded at \$78,550.00 for FY23.

0223 FIREARM SUPPLIES**\$34,000.00**

This account covers the cost of ammunition, targets, cleaning supplies, firearm repair, etc. In response to state mandates, officers are now qualifying two times per year. Ideally, this number increases to 3x annually. The program also incorporates simunitions training (firing paint pellets in simulated real-life situations). The estimated cost breakdown is as follows: Training ammo (\$9,783), Duty ammo (\$3,900), Rifle Zeroing (\$300), CEMLEC SWAT Training ammo (\$13,825), ammo for new recruits attending recruit academy training (\$1,910), and non-lethal items (\$3,821 - pepper spray, OC pellets, targets, and cleaning supplies). Due to supply and demand, we continue to experience significant price increases. I am recommending this account be funded at \$34,000.00 for FY23.

0224 GASOLINE **\$63,354.00**

Using the formula provided the Department requests \$63,354.00 for this account in FY23.

0225 OFFICE SUPPLIES **\$5,500.00**

Supplies for daily office work such as small office machines, notebooks, pens, clips, etc. are purchased from this account. Copy Cartridges and Toner for the copy machines and laser printers are also taken from this account. Occasional trips are made to a wholesale outlet where supplies are bought at half cost of some suppliers. Based on past figures and anticipating our future needs, I am recommending this account be funded at \$5,500.00 for FY23.

0226 VEHICULAR MAINTENANCE **\$30,000.00**

This account covers most repair costs, both parts and labor, to the town's fleet of eighteen marked and unmarked vehicles and police motorcycle. Repairs to cruiser lighting systems, sirens and other mobile electronics are drawn from this account, as are occasional insurance deductions and minor collision repair expenses. I am recommending this account be funded at \$30,000.00 for FY23.

0228 RENTAL & LEASING OF EQUIPMENT & FURNISHINGS **\$40,450.00**

This account covers the anticipated costs of funding year one (1) of a police officer body worn camera program. I am recommending this account be funded at \$40,450.00 for FY23. This amount includes a projected 10% cost increase according to the vendor for July 2022.

0229 UNIFORMS **\$43,450.00**

24 Officers @ \$800 each = \$19,200, 5 officers @ \$1,100 each = \$5,500, 3 officers @ \$400 each = \$1,200, 4 SWAT officers = \$1,600, 9 Disp. @ \$300 each = \$2,700, 1 Disp. Supervisor @ \$300, 1 Parking Control @ \$250, and 9 crossing guards. New officers require academy gear and uniforms and full Seabags at time of academy graduation at a cost of approximately \$3,000 per officer. The agency will need to meet contractual obligations for uniform allowance at current rates. New hire dispatcher setup and miscellaneous clothing items (crossing guards) are an additional \$2,350. I am recommending this account be funded at \$43,450 for FY23.

0231 CONFERENCE/TRAVEL/TRAINING **\$19,250.00**

This account covers the cost of paying mileage to and from school, seminars, court, and academy training at rate of \$.40 per mile for employees. Periodically, officers and supervisors attend classes and seminars requiring compensation for meals and accommodations. This account also funds courses that are required for specialized training for department members. Regular specialized training is imperative for officers to stay current with the constantly changing laws and practices in the law enforcement arena. Department personnel regularly attend classes and seminars such as Supervisor Management Training, Firearms Licensing Updates and Civil Liability Seminars. The cost for individuals attending the recruit police academy is approximately \$3,000 - \$4,000 per individual. Certain prerequisites must also be satisfied before academy entry is approved. Strength tests and psychological evaluations are also paid from this account. Newly

promoted supervisors attend Command Training that costs approximately \$2,000.00 per attendee. Class of interest costs the Department \$175 - \$800 per class, for each officer in attendance. It also funds expenses associated with the Chief's professional development programs and regional monthly Chief's meetings. Increased training mandates are expected in response to police reform and POST. I am recommending this account be funded at \$19,250.00 for FY23.

0232 ANALYTICAL FACT-FINDING

\$10,500.00

Account used for special investigations and payment of access to TLO Investigative Services per use. We also take translation services out of this account which amount to about \$500.00 per fiscal year. The Department subscribes to SwiftReach, the community notification system designed to quickly notify our residents and business owners of any significant event or emergency. There is a \$4,995.00 per year subscription fee. I am recommending this account be funded at \$10,500 for FY23.

0235 DUES & MEMBERSHIPS

\$16,650.00

Funds membership fees for the Department, Command Staff, and other members of the department. Examples: Mass Chief's Assoc., Central Mass Chief's of Police Assoc., Middlesex Chiefs, International Chiefs of Police Assoc., NESPIN, State Procurement Councils, Legal Defense Fund, FBI LEEDA, and the Community for Restorative Justice Program (\$2,500). New to 2020 are CEMLEC (\$750), Massachusetts Police Accreditation Program (\$2,300), Advocates Jail Diversion Program fee (\$7,500). I am recommending this account be funded at \$16,650.00 for FY23.

0237 OFFICE MACHINERY

\$2,500.00

This account covers maintenance service agreements for the department's copiers, paper shredders, etc. This account also covers repairs and maintenance of other office equipment not covered by maintenance agreements. New office equipment and machinery is also purchased from this account. I am recommending this account be funded at \$2,500.00 for FY23.

0240 CLEANING

\$1,500.00

Anticipated cost for cleaning of blankets used in cell blocks, blankets are kept clean for prisoners use. This account also pays for specialized cleaning of cruisers and cells due to infectious diseases from prisoners who come in contact with our cruisers and facilities. This account may also cover cleaning uniforms that are soiled due to unusual circumstances. Costs associated with COVID-19 are increasing. As a result, I am recommending this account be funded at \$1,500 for FY23.

0241 PRISONER MEALS

\$1,000.00

This account covers the cost of food supplied to the arrestees while in our custody. I am recommending this account be funded at \$1,000.00 for FY23.

0657 BOOKS **\$500.00**

This account covers expenses for law books, materials for officers in training, and for updates and publications for the various offices within the police station. I am recommending this account be funded at \$500.00 for FY23.

0658 PRINTING/STOCK **\$3,000.00**

This account is used for the purchase of non-municipal detail forms, stationary, parking tickets, copy machine paper, letterhead, misc. forms, etc. This will also cover large purchases of printing stock. I am recommending this account be funded at \$3,000.00 for FY23.

0659 PHOTOGRAPHIC EQUIPMENT & SUPPLIES **\$500.00**

This figure will cover the cost for supplies used by the Photo Fingerprint Department that includes, but is not limited to: printing costs, color cartridges, camera and fingerprint equipment, etc. I am recommending this account be funded at \$500.00 for FY23.

0660 MEDICAL SUPPLIES **\$2,500.00**

Expenses for medical equipment and first aid supplies for emergency vehicles are drawn from this account. Use to purchase Narcan for each cruiser to combat an opioid overdose. This account will be used for COVID PPE equipment. I am recommending this account be funded at \$2,500.00 for FY23.

0665 PARKING TICKET SERVICE **\$ 0.00**

Expenses for purchasing parking ticket and Town by-law supplies are drawn from this account. I am recommending this account be funded at \$0.00 for FY23.

1366 NATURAL GAS **\$19,768.00**

Using the formula and chart supplied in the budget worksheet, with a projected 48% increase, I am recommending this account be funded at \$19,768 for FY23.

1891 ANIMAL CONTROL/TELEPHONE/COMM **\$0.00**

This covers the expenses for phones and a pager for the animal control officer I am recommending this account be funded at \$0.00 for FY23.

1893 ANIMAL CONTROL CONTRACT SERVICE **\$53,707.00**

Compensation for the contracted Animal Control Officer is drawn from this account. This figure represents an estimate of fees for an ACO contract in FY23.

1894 ANIMAL CONTROL EXPENSE **\$0.00**

This account covers expenses associated with animal testing, feed and disposal. I am recommending this account be funded at \$0.00 for FY23.

1895 OFFICE FURNITURE/BLD EXPENSES \$4,000.00

This account covers costs to purchase, replace, or repair furniture and specific items for the building, fitness center, and garage. I am recommending this account be funded at \$4,000.00 for FY23.

3195 SPECIAL EVENTS SUPPLIES \$10,000.00

This account covers expenses associated and related to community events such as the Holiday Stroll, RecFest, Down-Town Trick or Treat, and the Hudson Police Youth Academy. The newly created Community Action Team will host many yearly events, including an anticipated citizen academy. This account covers costs to purchase specific items needed for these events. I am recommending this account be funded at \$10,000.00 for FY23.

XXXX RECRUITMENT & PROMOTION \$15,000.00

In May of 2021, the town voted to remove the police department from civil service. This account will be used to cover expenses needed to retain services of a vendor to administer any entrance exams for new police officers and/or promotional assessments and associated processes for existing officers. I am recommending this account be funded at \$15,000.00 for FY23.

XXXX K9 SUPPORT \$1,000.00

In 2020 the department established a new K9 unit. This account will be used to fund any unanticipated expenses that may occur to support the canine. I am recommending this account be funded at \$1,000.00 for FY23.

TOTAL FY23 EXPENSE RECOMMENDATIONS\$522,095.00

FY23 Budget (Degree & Holiday Totals)

for budget purposes only - CB 11-1-21 Updated

EMPLOYEE	RANK	DEGREE %	SALARY WEEKLY	DEGREE WEEKLY	# OF WEEKS	DEGREE TOTAL	HOLIDAY PAY	# OF HOLIDAYS	HOLIDAY TOTAL
DIPERSIO	M11-8	20%	\$2,444.06	\$488.81	52.2	\$25,515.99	\$625.04	12	\$7,500.48
PERRY, CHAD	M9-7	10%	\$2,034.71	\$203.47	11.4	\$2,319.57	\$433.63	2	\$867.26
	M9-8	10%	\$2,116.10	\$211.61	40.8	\$8,633.69	\$450.97	10	\$4,509.70
CRIPPEN	PL-5 MAX	25%	\$1,939.93	\$484.98	52.2	\$25,316.09	\$413.43	12	\$4,961.16
VROOM	PL-5 MAX	20%	\$1,939.93	\$387.99	52.2	\$20,252.87	\$413.43	12	\$4,961.16
(VACANT)	PL-1	20%	\$1,669.87	\$333.93	52.2	\$17,431.35	\$355.83	12	\$4,269.96
SHEA	PS-6 MAX	-	\$1,625.94	-	52.2	-	\$346.51	12	\$4,158.12
MERRILL	PS-6 MAX	10%	\$1,625.94	\$162.59	52.2	\$8,487.41	\$346.51	12	\$4,158.12
DOWNING, R.	PS-6 MAX	20%	\$1,625.94	\$325.19	52.2	\$16,974.81	\$346.51	12	\$4,158.12
	PS-3	20%	\$1,468.52	\$293.70	30.6	\$8,987.34	\$312.96	8	\$2,503.68
HAYDEN	PS-4	20%	\$1,517.87	\$303.57	21.6	\$6,557.20	\$323.48	4	\$1,293.92
	PS-3	20%	\$1,468.52	\$293.70	30.6	\$8,987.34	\$312.96	8	\$2,503.68
MURPHY	PS-4	20%	\$1,517.87	\$303.57	21.6	\$6,557.20	\$323.48	4	\$1,293.92
	PS-2	10%	\$1,425.75	\$142.58	30.2	\$4,305.77	\$303.85	8	\$2,430.80
YATES	PS-3	10%	\$1,468.52	\$146.85	22	\$3,230.74	\$312.96	4	\$1,251.84
AHEARN	P-1 MAX	20%	\$1,281.00	\$256.20	52.2	\$13,373.64	\$273.00	12	\$3,276.00
CONNOLLY	P-1 MAX	20%	\$1,281.00	\$256.20	52.2	\$13,373.64	\$273.00	12	\$3,276.00
CROGAN	P-1 MAX	20%	\$1,281.00	\$256.20	52.2	\$13,373.64	\$273.00	12	\$3,276.00
DONOVAN	P-1 MAX	-	\$1,281.00	-	52.2	-	\$273.00	12	\$3,276.00
	P-1 II	10%	\$1,103.54	\$110.35	12.6	\$1,390.46	\$235.18	2	\$470.36
DORAN	P-1 III	10%	\$1,158.29	\$115.83	39.6	\$4,586.83	\$246.85	10	\$2,468.50
	P-1 IV	20%	\$1,193.00	\$238.60	46.2	\$11,023.32	\$254.25	10	\$2,542.50
DOWNING, J.	P-1 V	20%	\$1,243.69	\$248.74	6	\$1,492.43	\$265.05	2	\$530.10
EDIE	P-1 MAX	10%	\$1,281.00	\$128.10	52.2	\$6,686.82	\$273.00	12	\$3,276.00
ESPIE	P-1 MAX	10%	\$1,281.00	\$128.10	52.2	\$6,686.82	\$273.00	12	\$3,276.00
GARCEAU	P1-II	10%	\$1,103.54	\$110.35	17.2	\$1,898.09	\$235.18	3	\$705.54
	P1-III	10%	\$1,158.29	\$115.83	35	\$4,054.02	\$246.85	9	\$2,221.65
	P-1 II	-	\$1,103.54	-	10.6	-	\$235.18	2	\$470.36
HATSTAT	P-1 III	-	\$1,158.29	-	41.6	-	\$246.85	10	\$2,468.50
	P-1 IV	-	\$1,193.00	-	46.2	-	\$254.25	10	\$2,542.50
HURLEY	P-1 V	-	\$1,243.69	-	6	-	\$265.05	2	\$530.10
	P-1 MAX	-	\$1,281.00	-	52.2	-	\$273.00	12	\$3,276.00
JOHNSON	P-1 II	-	\$1,103.54	-	3.2	-	\$235.18	1	\$235.18
KERRIGAN	P-1 III	-	\$1,158.29	-	49	-	\$246.85	11	\$2,715.35
LAFLAMME	P-1 MAX	20%	\$1,281.00	\$256.20	52.2	\$13,373.64	\$273.00	12	\$3,276.00
LAMBERT	P-1 MAX	20%	\$1,281.00	\$256.20	52.2	\$13,373.64	\$273.00	12	\$3,276.00
LAMPSON	P-1 II	25%	\$1,103.54	\$275.89	28.6	\$7,890.31	\$235.18	8	\$1,881.44
	P-1 III	25%	\$1,158.29	\$289.57	23.6	\$6,833.91	\$246.85	4	\$987.40
LEANDRES	P-1 MAX	20%	\$1,281.00	\$256.20	52.2	\$13,373.64	\$273.00	12	\$3,276.00
MACE	P-1 MAX	10%	\$1,281.00	\$128.10	52.2	\$6,686.82	\$273.00	12	\$3,276.00
MARTINS	P-1 II	-	\$1,103.54	-	28.6	-	\$235.18	8	\$1,881.44
	P-1 III	-	\$1,158.29	-	23.6	-	\$246.85	4	\$987.40
PARKS	P-1 MAX	10%	\$1,281.00	\$128.10	52.2	\$6,686.82	\$273.00	12	\$3,276.00
PERRY, CRAIG	P-1 MAX	20%	\$1,281.00	\$256.20	52.2	\$13,373.64	\$273.00	12	\$3,276.00
SCHAEFFER	P-1 IV	20%	\$1,493.00	\$238.60	46.2	\$11,023.32	\$254.25	10	\$2,542.50
	P-1 V	20%	\$1,243.69	\$248.74	6	\$1,492.43	\$265.05	2	\$530.10
VEO	P-1 MAX	20%	\$1,281.00	\$256.20	52.2	\$13,373.64	\$273.00	12	\$3,276.00
VEZEAU	P-1 MAX	-	\$1,281.00	-	52.2	-	\$273.00	12	\$3,276.00
VACANT-	P-1 MIN	20%	\$1,053.77	\$210.75	1	\$0.00	\$224.57	0	\$0.00
REMOVED	P1-II	20%	\$1,103.54	\$220.71	51.2	\$0.00	\$235.18	12	\$0.00
VACANT-	P-1 MIN	20%	\$1,053.77	\$210.75	1	\$0.00	\$224.57	0	\$0.00
REMOVED	P1-II	20%	\$1,103.54	\$220.71	51.2	\$0.00	\$235.18	12	\$0.00

TOTAL: \$348,978.88 (DEGREE) \$126,672.84 (HOLIDAY)

M:\Administrative Assistants\Budget\FY23 Budget\FY23 Budget Holiday Degree

P-1 MIN, UNLESS WE GET A X-FER

FY23 Budget: Shift Differential

for budget purposes only LM 10-29-21

EMPLOYEE	SHIFT DIFF. %	SALARY YEARLY	SALARY WEEKLY	# OF WEEKS	TOTAL
MURPHY	4%	\$76,363.00	\$1,468.52	30.4	\$1,785.72
		\$78,929.00	\$1,517.87	21.8	\$1,323.58
HAYDEN	4%	\$76,363.00	\$1,468.52	30.4	\$1,785.72
		\$78,929.00	\$1,517.87	21.8	\$1,323.58
YATES	4%	\$74,139.00	\$1,425.75	30.2	\$1,722.31
		\$76,363.00	\$1,468.52	22	\$1,292.30
AHEARN	4%	\$66,612.00	\$1,281.00	52.2	\$2,674.73
DORAN	4%	\$57,384.00	\$1,103.54	12.6	\$556.18
		\$60,231.00	\$1,158.29	39.6	\$1,834.73
DOWNING, J.	4%	\$62,036.00	\$1,193.00	46.2	\$2,204.66
		\$64,672.00	\$1,243.69	6	\$298.49
EDIE	4%	\$66,612.00	\$1,281.00	52.2	\$2,674.73
ESPIE	4%	\$66,612.00	\$1,281.00	52.2	\$2,674.73
GARCEAU	4%	\$57,384.00	\$1,103.54	17.2	\$759.23
		\$60,231.00	\$1,158.29	35	\$1,621.60
HATSTAT	4%	\$57,384.00	\$1,103.54	10.6	\$467.90
		\$60,231.00	\$1,158.29	41.6	\$1,927.39
HURLEY	4%	\$62,036.00	\$1,193.00	46.2	\$2,204.66
		\$64,672.00	\$1,243.69	6	\$298.49
JOHNSON	4%	\$66,612.00	\$1,281.00	52.2	\$2,674.73
KERRIGAN	4%	\$57,384.00	\$1,103.54	3.2	\$141.25
		\$60,231.00	\$1,158.29	49	\$2,270.25
LAMPSON	4%	\$57,384.00	\$1,103.54	28.6	\$1,262.45
		\$60,231.00	\$1,158.29	23.6	\$1,093.42
LEANDRES	2%	\$66,612.00	\$1,281.00	52.2	\$2,674.73
MARTINS	4%	\$58,384.00	\$1,122.77	28.6	\$1,284.45
		\$60,231.00	\$1,158.29	23.6	\$1,093.42
PARKS	4%	\$66,612.00	\$1,281.00	52.2	\$2,674.73
PERRY, CRAIG	2%	\$66,612.00	\$1,281.00	52.2	\$1,337.36
SCHAEFFER	4%	\$62,036.00	\$1,193.00	46.2	\$2,204.66
		\$64,672.00	\$1,243.69	6	\$298.49
VACANT	4%	\$87,157.00	\$1,676.10	52.2	\$3,499.70
VACANT	4%	\$54,796.00	\$1,053.77	52.2	\$0.00

REMOVED

TOTAL: \$51,940.37

CALCULATED USING FY22 RATES

FY23 BUDGET: DISPATCHER BUDGET PROJECTION

(all dollar amounts are estimates)

EXPENSE CATEGORIES	AMOUNTS
Dispatch Salaries	\$497,208.00
Longevity	\$4,250.00
SLBB	\$1,579.00
Uniforms (New Hires)	\$0.00
Shift Differential	\$6,025.00
Overtime	\$167,097.00
TOTAL:	\$676,159.00
<i>Prepared by Cory & Lori 11/1/21</i>	

FIRE DEPT.

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0030-1 FIRE CHIEF SALARY	\$111,574.43	\$123,642.70	\$130,387.00	\$32,596.30	\$140,192.00	107.52%	
0035-1 FIREFIGHTER WAGE	1,484,108.17	1,577,559.27	1,647,540.72	\$371,140.23	1,657,220.00	100.59%	
0036-1 CALL FIREFIGHTER WAGE	\$9,560.35	\$6,291.61	\$22,606.26	\$1,178.38	\$22,163.00	98.04%	
0037-1 CLERICAL WAGE	\$55,363.98	\$58,546.49	\$61,248.00	\$15,323.17	\$66,271.00	108.20%	
0050-1 FIREFIGHTER AUXILIARIES WAGE	\$559.89	\$280.50	\$2,182.80	\$54.00	\$2,140.00	98.04%	
0051-1 DEPUTY	\$107,994.02	\$111,990.07	\$117,159.00	\$56,730.14	\$235,453.00	200.97%	
0052-1 LIEUTENANTS WAGE	\$636,624.51	\$647,942.49	\$671,737.32	\$187,650.18	\$700,513.00	104.28%	
0053-1 OVERTIME	\$321,755.48	\$379,562.19	\$438,845.54	\$159,652.21	\$442,924.00	100.93%	
0054-1 HOLIDAY	\$134,443.81	\$157,230.24	\$163,875.16	\$26,275.40	\$172,218.00	105.09%	
0055-1 DEGREE	\$12,720.84	\$13,717.73	\$14,922.00	\$3,587.40	\$17,660.00	118.35%	
0058-1 CLERICAL P.T WAGE	\$13,865.66	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
0068-1 DIRECTOR WAGE-EMERG MGMT	\$11,472.48	\$11,835.29	\$12,000.00	\$3,230.78	\$12,000.00	100.00%	
0078-1 SPECIALIST STIPEND	\$3,999.84	\$3,788.31	\$4,000.00	\$999.96	\$4,000.00	100.00%	
0593-1 LONGEVITY	\$16,975.00	\$17,575.00	\$17,775.00	\$0.00	\$16,875.00	94.94%	
0594-1 SICK LEAVE BUY BACK	\$51,074.67	\$70,987.20	\$114,658.20	\$0.00	\$110,786.00	96.62%	
1473-1 ASSIST DIR WAGE-EMER MGMT	\$6,000.00	\$6,000.00	\$6,000.00	\$3,000.00	\$6,000.00	100.00%	
1718-1 SECRETARY-EMERG MGMT	\$4,800.00	\$4,800.00	\$4,800.00	\$1,200.00	\$4,800.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$2,982,893.13	\$3,191,749.09	\$3,429,737.00	\$862,618.15	\$3,611,215.00	105.29%	
0239-1 EDUCATION MATERIALS	\$7,502.94	\$7,728.82	\$9,753.00	\$0.00	\$9,753.00	100.00%	
0242-1 ELECTRICITY	\$24,259.45	\$25,522.66	\$24,866.00	\$4,687.71	\$26,161.00	105.21%	
0243-1 TELEPHONE	\$12,479.71	\$11,912.15	\$14,000.00	\$2,399.35	\$11,600.00	82.86%	
0244-1 WATER & SEWER	\$3,278.23	\$3,514.87	\$2,630.00	\$908.67	\$4,000.00	152.09%	
0245-1 TRAVEL	\$209.68	\$4.15	\$400.00	\$2.40	\$400.00	100.00%	
0246-1 NATURAL GAS	\$14,929.64	\$16,354.61	\$12,147.00	\$909.86	\$24,205.00	199.27%	
0247-1 R&M EQUIPMENT	\$71,806.62	\$75,702.01	\$65,000.00	\$15,010.19	\$70,000.00	107.69%	
0248-1 FIRE EQUIPMENT	\$22,033.15	\$27,843.56	\$35,000.00	\$14,026.90	\$35,000.00	100.00%	

Budget Worksheet

2200

FIRE DEPARTMENT

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0249-1 UNIFORM ALLOWANCE	\$20,650.77	\$20,859.09	\$20,800.00	\$2,711.79	\$21,600.00	103.85%	
0250-1 DIESEL/GASOLINE	\$17,274.93	\$16,198.39	\$22,352.00	\$1,339.52	\$19,520.00	87.33%	
0251-1 EMERGENCY MANAGEMENT EXPE	\$1,867.81	\$1,986.20	\$2,000.00	\$0.00	\$2,000.00	100.00%	
0252-1 OXYGEN/FIRST AID	\$16,277.18	\$17,819.79	\$18,000.00	\$5,057.40	\$18,000.00	100.00%	
0255-1 OFFICE SUPPLIES	\$8,995.04	\$6,852.23	\$8,000.00	\$1,416.42	\$8,000.00	100.00%	
0257-1 MEDICAL	\$9,205.00	\$7,739.40	\$13,118.00	\$180.00	\$13,118.00	100.00%	
0258-1 JANITORIAL SUPPLIES	\$12,528.96	\$10,326.91	\$14,360.00	\$1,616.81	\$14,360.00	100.00%	
0263-1 DUES/MEMBERSHIP/LICENSING	\$7,784.50	\$8,939.50	\$8,500.00	\$4,215.00	\$9,500.00	111.76%	
0265-1 R&M BUILDING	\$46,148.60	\$49,607.11	\$55,000.00	\$12,923.09	\$96,265.00	175.03%	
0591-1 MEALS	\$354.77	\$483.22	\$500.00	\$0.00	\$500.00	100.00%	
1383-1 PERSONAL PROPERTY DAMAGE	\$0.00	\$21.89	\$750.00	\$0.00	\$750.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$297,586.98	\$309,416.56	\$327,176.00	\$67,405.11	\$384,732.00	117.59%	
Total 2200-FIRE DEPARTMENT	\$3,280,480.11	\$3,501,165.65	\$3,756,913.00	\$930,023.26	\$3,995,947.00	106.36%	

PERSONNEL BUDGET SHEET for FY23,

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Employee Name	Position / Title	Anniv. Date	Emp. #	No. Hrs. Per Wk.	Grade & Step at 6/30/22 (FY22 year end)	Annual Salary at 6/30/22 (FY22 year end)	Annual Salary at 7/1/22 (start of FY23) include COLA if applicable	Weekly salary 7/1/22(start of FY23) H/52	Grade & Step at year end	Annual Salary after step	Weekly Salary after Step if applicable K/52	Total # Weeks at new salary (after step)	Total FY23 Salary ((52.2-Mk) + (LxM))	Long. Pay	Sick Leave Buy Back Pay	Total Budgeted for Employee (N+O+P)
Johannes, Bryan	Fire Chief	10/29/2022	2019	37.5	M11.7	\$134,185.00	\$134,185.00	\$ 2,580.48	11.8	\$142,342.00	\$ 2,737.35	35.00	\$ 140,192.00	\$950.00	\$ -	\$ 141,142.00
Sleeper, Brian	Deputy	7/6/2022	924	37.5	M9.6	\$111,707.00	\$113,941.00	\$ 2,191.17	M2.7	\$120,661.00	\$ 2,320.40	51.60	\$ 121,048.00	\$ 950.00	\$ -	\$ 121,998.00
Fire Prevention Officer	Deputy	6/30/2023		37.5	M9.6	\$111,707.00	\$113,941.00	\$ 2,191.17	M9.7	\$120,661.00	\$ 2,320.40	0.20	\$ 114,405.00	\$ 950.00	\$ -	\$ 115,355.00
Currin, Erick	Lieutenant/EMT	7/1/2022	1079	42	Lt. Sr.	\$83,906.00	\$92,003.00	\$ 1,769.29	Lt. Sr.	\$92,003.00	\$ 1,769.29	52.20	\$ 92,357.00	\$ 750.00	\$ -	\$ 93,107.00
Werner, Kevin	Lieutenant/EMT	7/1/2022	619	42	Lt. Sr.	\$83,906.00	\$85,584.00	\$ 1,645.85	Lt. Sr.	\$85,584.00	\$ 1,645.85	52.20	\$ 85,914.00	\$ 750.00	\$ -	\$ 86,664.00
Hamington, Brian	Lieutenant/EMT	7/1/2022	3132	42	Lt. Sr.	\$83,906.00	\$89,863.00	\$ 1,728.13	Lt. Sr.	\$89,863.38	\$ 1,728.14	52.20	\$ 90,209.00	\$ 525.00	\$ -	\$ 90,734.00
Exarhopoulos, Marc	Lieutenant/EMT	7/1/2022	3680	42	Lt. Sr.	\$83,906.00	\$96,282.00	\$ 1,851.58	Lt. Sr.	\$96,282.19	\$ 1,851.58	52.20	\$ 96,653.00	\$ 625.00	\$ -	\$ 97,278.00
LaBossiere, Matthew	Lieutenant/EMT	7/1/2022	3260	42	Lt. Sr.	\$83,906.00	\$85,584.00	\$ 1,645.85	Lt. Sr.	\$85,584.00	\$ 1,645.85	52.20	\$ 85,914.00	\$ 625.00	\$ -	\$ 86,539.00
White, John	Lieutenant/EMT	7/1/2022	3264	42	Lt. Sr.	\$83,906.00	\$85,584.00	\$ 1,645.85	Lt. Sr.	\$85,584.00	\$ 1,645.85	52.20	\$ 85,914.00	\$ 625.00	\$ -	\$ 86,539.00
Chaves, Jeffrey	Lieutenant/EMT	7/6/2022	2730	42	Lt	\$79,865.00	\$81,462.00	\$ 1,566.58	Lt	\$81,462.00	\$ 1,566.58	51.60	\$ 81,776.00	\$ 750.00	\$ -	\$ 82,526.00
Cunha, Anthony	Lieutenant/EMT	7/6/2022	2532	42	Lt	\$79,865.00	\$81,462.00	\$ 1,566.58	Lt	\$81,462.00	\$ 1,566.58	51.60	\$ 81,776.00	\$ 750.00	\$ -	\$ 82,526.00
Weaver, Stephen	Firefighter/EMT	7/1/2022	971	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 750.00	\$ -	\$ 72,345.00
Magdaleno, Roberto	Firefighter/EMT	7/1/2022	1392	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 750.00	\$ -	\$ 72,345.00
Hubert, Richard	Firefighter/EMT	7/1/2022	82	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 750.00	\$ -	\$ 72,345.00
Blood, Ronald	Firefighter/EMT	7/1/2022	2213	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 750.00	\$ -	\$ 72,345.00
O'Hare, Robert	Firefighter/EMT	7/1/2022	2535	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 750.00	\$ -	\$ 72,345.00
Walsh, Steve	Firefighter/EMT	7/1/2022	3102	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 750.00	\$ -	\$ 72,345.00
Prest, Kevin	Firefighter/EMT	7/1/2022	3167	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 525.00	\$ -	\$ 72,120.00
Lazuka, Christopher	Firefighter/EMT	7/1/2022	3285	42	Max. Sr.	\$89,922.00	\$74,886.00	\$ 1,440.12	Max. Sr.	\$74,886.00	\$ 1,440.12	52.20	\$ 75,175.00	\$ 525.00	\$ -	\$ 75,700.00
Prockett, David	Firefighter/EMT	7/1/2022	2526	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 450.00	\$ -	\$ 72,045.00
Devoe, Christopher	Firefighter/EMT	7/1/2022	3742	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 450.00	\$ -	\$ 72,045.00
Collins, Craig	Firefighter/EMT	7/1/2022	3661	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 525.00	\$ -	\$ 72,120.00
Costa, Casimiro	Firefighter/EMT	7/1/2022	3681	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	52.20	\$ 71,595.00	\$ 450.00	\$ -	\$ 72,045.00
Cardinale, Michael	Firefighter/EMT	2/28/2023	340	42	Max. Sr.	\$89,922.00	\$71,320.00	\$ 1,371.54	Max. Sr.	\$71,320.00	\$ 1,371.54	17.80	\$ 71,595.00	\$ 450.00	\$ -	\$ 72,045.00
Biais, Brian	Firefighter/EMT	8/15/2022	4292	42	FF-Max	\$66,554.00	\$71,279.00	\$ 1,370.75	Max. Sr.	\$74,886.00	\$ 1,440.12	46.00	\$ 74,745.00	\$ -	\$ -	\$ 74,745.00
Dome, Brian	Firefighter/EMT	6/19/2023	4293	42	FF-Max	\$66,554.00	\$67,885.00	\$ 1,305.48	Max. Sr.	\$71,320.00	\$ 1,371.54	2.00	\$ 68,279.00	\$ -	\$ -	\$ 68,279.00
Galofaro, Jason	Firefighter/EMT	6/19/2023	4295	42	FF-Max	\$66,554.00	\$67,885.00	\$ 1,305.48	Max. Sr.	\$71,320.00	\$ 1,371.54	2.00	\$ 68,279.00	\$ -	\$ -	\$ 68,279.00
							\$ 2,221,776.00	\$ 16,125.00		\$ -			\$ 2,237,901.00			\$ 2,237,901.00

**ACCOUNT 2200
FIRE DEPARTMENT SALARY
FY 23**

The personnel budget for the Fire Department reflects a 2% cost of living increase for the non-union Fire Chief, Deputy Fire Chief, Administrative Secretary, a 2% cost of living increase for firefighting personnel.

We have submitted our FY23 budget as requested under the suggested guidelines from the Executive Assistant.

0030 Fire Chief Salary **\$ 140,192**

This reflects the contractually negotiated salary.

0035 Firefighters Wage **\$1,657,220**

This amount is for 24 firefighters. They work a 24-hour duty shift, twice every 8 days, rotating through an 8-week cycle that averages 42 hours per week. All Firefighters are EMT-D's and are paid an additional 6% of their base pay as per their labor bargaining agreement, and includes a contractually negotiated 2% COLA.

0036 Call Firefighter Wage **\$ 22,163**

This line item is level funded and supports our on-call firefighting force that has decreased due to attrition and promotions.

0037 Admin Wage **\$ 66,271**

This reflects a 2% Cola

0050 Firefighter Auxiliary Wage **\$ 2,140**

This line item is level funded increase and supports our auxiliary personnel.

0051 Fire Operations Deputy Chief **\$ 121,048**

This reflects the Deputy Fire Chief Position M9, with EMT stipend.

0051 Fire Prevention Deputy Chief **\$ 114,405**

This reflects a previously budgeted fire prevention deputy fire chief position M9, with EMT stipend.

0052 Lieutenants Wage **\$ 700,513**

This amount is for 8 lieutenants. They work a 24-hour duty shift, twice every 8 days, rotating through an 8-week cycle that averages 42 hours per week. All lieutenants are EMT-D's and are paid an additional 6% of their base pay as per their labor bargaining agreement and includes a contractually negotiated 2% COLA .

0053 Overtime **\$ 442,924**

The following is an explanation of the standard overtime line item; Firefighters are frequently recalled in order to provide sufficient manpower to provide continuous public safety. Callback types may include, but are not limited to, structure fires, large area brush fires, hazardous material incidents, mutual aid responses, medical emergencies complex rescue incidents and weather-related events. This amount also provides required training and fire prevention. This amount also reflects an amount required to keep staffing levels at safer levels throughout the year. It also takes into consideration new contractually agreed to 2% COLA.

0054 Holiday **\$ 172,218**

Twelve holidays at contractual rate for 28 firefighters and 8 lieutenants. Twelve holidays for Chief and Deputies.

0055 Degree Pay **\$ 17,660**

Two department members with associates' degrees receive \$ 1,150.00, five department members with bachelors' degrees receive \$ 1,672.00, one member with a master's degree receives \$ 7,000.00.

0058 Sr Clerk Wage **\$ 0**

0068 Director, Emergency Management **\$12,000**

This amount will pay the Director's stipend and reflects the level of responsibilities associated with the position.

0078 Specialist Stipend **\$4,000**

There are 3 Firefighters assigned as Equipment Maintenance persons to perform preventive maintenance and repairs on various pieces of equipment, and 1 Firefighter assigned to SCBA maintenance. Stipend is contractual.

0593 Longevity **\$ 16,875**

Persons who meet the requirements for longevity payments will receive such payments in accordance with union contract and Town Personnel Regulations.

0594 Sick Leave Buy Back **\$ 110,786**

Persons accumulating sick leave in excess of Town by-law are paid at a rate determined from that by-law and/or union contract. This figure reflects 75% of the estimated total amount, plus an amount to cover the combined buy-back payoff for the retirement of 1 Firefighter, 1 Lieutenant and 1 Deputy.

1473 Assist Director, Emergency Management **\$6,000**

The responsibility of the Assistant Director has changed drastically in the past several years. This person is responsible for tracking all municipal assets while conducting mitigation and or recovery operations during declared emergencies.

1718 Emergency Management Secretary **\$4,800**

The Emergency Management Secretary is responsible for working with the Director, all Town Departments, the Massachusetts Emergency Management Agency and the Federal Emergency Management Agency in order to recover municipal funds through disaster declarations for local disasters.

**ACCOUNT 2200
FIRE DEPARTMENT EXPENSE
FY 23**

0239 FIRE DEPARTMENT EDUCATIONAL MATERIALS \$ 9,753

The amount requested covers the cost of Fire Prevention programs for all Hudson citizens, from elementary school children to the elderly. This account covers EMT recertification reimbursement along with providing materials for training and fire investigation, including Fire Code Updates, audio & visual supplies and other materials utilized for both fire prevention and education. Also pays for StationSmarts, the Fire Department reporting system and software.

0242 ELECTRICITY \$ 26,161

This request is for three locations and based on actual costs during FY21 and the energy budget worksheet supplied by the Office of the Executive Assistant.

0243 TELEPHONE \$ 11,600

Requested amount covers the cost of the telephones at all stations for the receipt of emergency calls and business information. This includes cell phones for front line apparatus, chief fire officers and iPads for inspectional services.

0244 WATER & SEWER \$ 4,000

Requested amount covers water and sewer for 3 fire stations and bottled water.

0245 TRAVEL \$ 400

Covers attendance to all Fire Chief associated meetings and professional development seminars.

0246 NATURAL GAS \$ 24,205

This request is for natural gas at 3 stations and is based upon energy worksheets provided by the Office of the Executive Assistant.

0247 R&M EQUIPMENT \$ 70,000

This budget covers the repairs of all fire department vehicles as well as maintenance, annual inspection and/or annual certification for other fire department equipment including, but not limited to, tires, vehicle exhaust removal systems, generators, ladders, portable pumps, boats, compressors, Self Contained Breathing Apparatus, etc. This also includes repairs and maintenance to all firefighting and emergency rescue equipment and the tools used in their maintenance. As vehicles and equipment depreciates in value, the cost of repairs increases.

0248 EQUIPMENT

\$35,000

This increase reflects the increased expenditures over the last several years. This account takes care of the replacement and upgrade of all Fire Department related equipment. This includes, but is not limited to the purchase of turn out gear @ appx. \$3,543 per set, firefighting tools, communications equipment and office equipment. Additionally, a payment of \$41,265 is required for post-warranty maintenance support of the recently upgraded fire and police public safety radio system.

0249 UNIFORM ALLOWANCE

\$21,600

The contractual uniform allowance for each firefighter and lieutenant is \$600 (32). The non-union uniform allowance is \$800 (3).

0250 DIESEL/GASOLINE

\$ 19,520

This request is calculated using actual usage the past 5 fiscal years and energy worksheets provided by the Office of the Executive Assistant.

0251 EMERGENCY MANAGEMENT / HAZ MAT EXPENSE

\$ 2,000

This amount helps to cover costs incurred as a result of emergency management incidents, attendance at mandatory meetings and seminars, communications equipment and services, plus supplies to support the agency.

0252 OXYGEN/FIRST AID

\$ 18,000

These funds provide epinephrine and narcan, used more than ever by our life saving first responders to combat the increase in anaphylaxis and overdoses in our community. These funds also purchase all expendable medical supplies and replacement of equipment for first aid kits and defibrillators for all vehicles. The items purchased in this account are necessary to meet state Office of Emergency Medical Services (OEMS) protocols including all licensing.

0255 OFFICE SUPPLIES

\$ 8,000

This budget is for the purchase of all department office supplies, software, and office equipment maintenance contracts.

0257 MEDICAL

\$13,118

This line item covers contractual physicals, cardiac monitored stress tests, entry level physicals and Hepatitis shots for all personnel. This amount also covers annual respirator fit testing.

0258 JANITORIAL SUPPLIES

\$ 14,360

This covers the purchase of supplies to clean all stations and all vehicles as well as a drain maintenance program for HQ. These supplies include all cleaning and sanitization products, soaps, waxes, rags, brushes, brooms, mops and laundering products, as well as paper products used in kitchens and bathrooms.

0263 DUES/ MEMBERSHIP & LICENSES

\$9,500

This amount covers the increased cost for memberships, and publications, as well as EMT recertification costs for all firefighting personnel.

0265 R&M BUILDINGS

\$96,265

This budget provides for the upkeep of three fire stations, including maintenance of electrical, plumbing and heating systems as well as structural repairs needed. Increase also includes service contracts needed for building systems maintenance, including, but not limited to a new preventative maintenance contract for the newly installed heating system at HQ. Additionally, a payment of \$41,265 is required for post-warranty maintenance support of the recently upgraded fire and police public safety radio system.

0591 MEALS

\$ 500

In the event of large-scale incidents, including Mutual Aid from neighboring communities, this account will be used to provide food and beverages for firefighters at the scene.

1383 PERSONAL PROPERTY DAMAGE FUND

\$ 750

Per current bargaining agreement, this fund is set up to reimburse fire department employees for damage to, or loss of, certain personal property during the course of actual performance of their duties in the employment of the Town when defined conditions are met.

FIRE DEPARTMENT

FY23 LONGEVITY

EMP#	NAME	HIRE DATE	YEARS OF SERVICE	LONGEVITY PAY
619	Werner, Kevin	2/28/1988	34	\$750.00
924	Sleeper, Brian	3/10/1992	30	\$950.00
971	Weaver, Stephen	2/2/1997	25	\$750.00
1392	Magdaleno, Roberto	8/17/1997	25	\$750.00
1079	Currin, Eric	11/16/1998	24	\$750.00
82	Hubert, Richard	11/16/1998	24	\$750.00
2213	Blood, Ronald	3/1/1999	23	\$750.00
3022	D'Asti, Tina Marie	3/15/1999	23	\$950.00
2535	O'Hare, Robert	7/1/1999	23	\$750.00
2019	Johannes, Bryan	11/12/2001	21	\$950.00
3102	Walsh, Steven	1/8/2002	20	\$750.00
2532	Cunha, Anthony	1/29/2002	20	\$750.00
3132	Harrington, Brian	6/3/2002	20	\$750.00
3167	Prest, Kevin	7/29/2002	20	\$750.00
2730	Chaves, Jeffrey	10/9/2005	17	\$625.00
3264	White, John	6/4/2007	15	\$625.00
3260	LaBossiere, Matthew	8/6/2007	15	\$625.00
3285	Lazuka, Matthew	7/7/2008	14	\$525.00
2526	Prockett, David	3/1/2011	11	\$525.00
3681	Costa, Casimiro	1/6/2012	10	\$525.00
3680	Exarhopoulos, Marc	3/13/2012	10	\$525.00
3742	Devoe, Christopher	9/1/2014	8	\$450.00
3661	Collins, Craig	3/10/2015	7	\$450.00
340	Cardinale, Michael	2/28/2017	5	\$450.00
4292	Blais, Brian	8/15/2017	5	\$450.00
4293	Dome, Brian	6/19/2018	4	\$0.00
4295	Galofaro, Jason	6/19/2018	4	\$0.00
3615	Bertonassi, Jack	3/11/2019	3	\$0.00
3340	Schaeffer, Kyle	12/9/2019	3	\$0.00
5037	Fischer, Jason	1/28/2020	2	\$0.00
4556	Kelleher, Patrick	3/24/2020	2	\$0.00
4853	Niemi, Brian	2/23/2021	1	\$0.00
4850	Dudley, Paul	10/19/2021	1	\$0.00
	Firefighter			
	Firefighter			

TOTAL FY23 LONGEVITY:

\$16,875.00

FIRE DEPARTMENT

11/19/2021

SICK LEAVE BUY BACK FY23

EMP#	NAME	S/L	HELD	DAYS	RATIO	BUYBACK	RATE	SLBB
2019	Johannes, Bryan	135	120	15	1.5	10	\$547.47	\$5,474.70
924	Sleeper, Brian	135	120	15	1.5	10	\$464.08	\$4,640.80
619	Werner, Kevin	135	120	15	1.5	10	\$470.25	\$4,702.50
971	Weaver, Stephen	135	120	15	1.5	10	\$391.87	\$3,918.70
1392	Magdaleno, Roberto	135	120	15	1.5	10	\$391.87	\$3,918.70
1079	Currin, Erick	133	120	13	1.5	8.666666667	\$505.51	\$4,381.09
82	Hubert, Richard	132.45	120	12.45	1.5	8.3	\$391.87	\$3,252.52
2213	Blood, Ronald	96	96	0	1.5	0	\$391.87	\$0.00
3022	D'Asti, Tina Marie	135	120	15	2	7.5	\$257.36	\$1,930.20
2535	O'Hare, Robert	135	120	15	1.5	10	\$391.87	\$3,918.70
3102	Walsh, Steven	135	120	15	1.5	10	\$391.87	\$3,918.70
2532	Cunha, Anthony	135	120	15	1.5	10	\$447.59	\$4,475.90
3132	Harrington, Brian	135	120	15	1.5	10	\$493.75	\$4,937.50
3167	Prest, Kevin	135	120	15	1.5	10	\$391.87	\$3,918.70
2730	Chaves, Jeffrey	135	120	15	1.5	10	\$447.59	\$4,475.90
3264	White, John	135	120	15	1.5	10	\$470.24	\$4,702.40
3260	LaBossiere, Mathew	135	120	15	1.5	10	\$470.24	\$4,702.40
3285	Lazuka, Christopher	135	120	15	1.5	10	\$411.46	\$4,114.60
2526	Prockett, David C.	135	120	15	1.5	10	\$391.57	\$3,915.70
3680	Exarhopoulos, Marc	135	120	15	1.5	10	\$529.02	\$5,290.20
3742	Devoe, Christopher	106.01	106.01	0	1.5	0	\$391.87	\$0.00
3661	Collins, Craig	67.5	67.5	0	1.5	0	\$391.87	\$0.00
3681	Costa, Casimiro	135	120	15	1.5	10	\$391.87	\$3,918.70
340	Cardinale, Michael	84.71	84.71	0	1.5	0	\$391.87	\$0.00
4292	Blais, Brian	65	65	0	1.5	0	\$411.46	\$0.00
4293	Dome, Brian	66.82	66.82	0	1.5	0	\$373.00	\$0.00
4295	Galofaro, Jason	67.5	67.5	0	1.5	0	\$373.00	\$0.00
3615	Bertonassi, Jack	46.25	46.25	0	1.5	0	\$391.65	\$0.00
3340	Schaeffer, Kyle	45	45	0	1.5	0	\$373.00	\$0.00
5037	Fischer, Jason	43.75	43.75	0	1.5	0	\$373.00	\$0.00
4556	Kelleher, Patrick	41.25	41.25	0	1.5	0	\$357.30	\$0.00
4853	Niemi, Brian	27.5	27.5	0	1.5	0	\$357.30	\$0.00
4850	Dudley, Paul	17.5	17.5	0	1.5	0	\$330.21	\$0.00
	Firefighter	7.5	7.5	0	1.5	0	\$330.21	\$0.00
	Firefighter	7.5	7.5	0	1.5	0	\$330.21	\$0.00

TOTAL **\$84,508.61**

75% of total **\$63,381.46**

Retirement Buy Back 1 DEPUTY \$15,662.70
 1 LT/ EMT MAX \$17,854.43
 FF/EMT MAX \$13,887.00
\$47,404.13

TOTAL FY23 SLBB **\$110,785.59**

FIRE DEPARTMENT

FY23 HOLIDAY PAY

EMP#	NAME	RATE	#HOLIDAYS	TOTAL
2019	Johannes, Bryan	\$547.47	9	\$4,927.23
2019	Johannes, Bryan	\$516.10	3	\$1,548.30
924	Sleeper, Brian	\$464.08	11	\$5,104.88
925	Sleeper, Brian	\$438.23	1	\$438.23
	Fire Prevention Deputy	\$438.23	12	\$5,258.76
619	Werner, Kevin	\$470.24	12	\$5,642.88
971	Weaver, Stephen	\$391.87	12	\$4,702.44
1392	Magdaleno, Roberto	\$391.87	12	\$4,702.44
1079	Currin, Erick - Bachelor	\$505.51	12	\$6,066.12
82	Hubert, Richard	\$391.87	12	\$4,702.44
2213	Blood, Ronald	\$391.87	12	\$4,702.44
2535	O'Hare, Robert	\$391.87	12	\$4,702.44
3102	Walsh, Steven	\$391.87	12	\$4,702.44
2532	Cunha, Anthony	\$447.59	12	\$5,371.08
3132	Harrington, Brian - Assoc.	\$493.75	12	\$5,925.00
3167	Prest, Kevin	\$391.87	12	\$4,702.44
2730	Chaves, Jeffrey	\$447.59	12	\$5,371.08
3264	White, John	\$470.24	12	\$5,642.88
3260	LaBossiere, Mathew	\$470.24	12	\$5,642.88
3285	Lazuka, Christopher - Assoc.	\$411.46	12	\$4,937.52
2526	Prockett, David C	\$391.87	12	\$4,702.44
3680	Exarhopoulos, Marc - Masters	\$529.02	12	\$6,348.24
3742	Devoe, Christopher	\$391.87	12	\$4,702.44
3661	Collins, Craig	\$391.87	12	\$4,702.44
3681	Costa, Casimiro	\$391.87	12	\$4,702.44
340	Cardinale, Michael	\$391.87	12	\$4,702.44
4292	Blais, Brian FF Sr. Max/Assoc.	\$411.46	11	\$4,526.06
4292	Blais, Brian FF-Max/Assoc.	\$391.67	1	\$391.67
4293	Dome, Brian FF- Max	\$373.00	12	\$4,476.00
4295	Galofaro, Jason F- Max	\$373.00	12	\$4,476.00
3615	Bertonassi, Jack FF- Max/Assoc.	\$391.65	12	\$4,699.80
3340	Schaeffer, Kyle F-Max	\$373.00	12	\$4,476.00
5037	Fischer, Jason F-Max	\$373.00	12	\$4,476.00
4556	Kelleher, Patrick FF-Max	\$357.30	3	\$1,071.90
4556	Kelleher, Patrick FF-III	\$330.21	9	\$2,971.89
4853	Niemi, Brian FF-III	\$357.30	3	\$1,071.90
4853	Niemi, Brian FF-II	\$330.21	9	\$2,971.89
4850	Dudley, Paul FF-II	\$330.21	9	\$2,971.89
4850	Dudley, Paul FF- I	\$309.09	3	\$927.27
	Firefighter, FF-II/Assoc	\$346.72	6	\$2,080.32
	Firefighter, FF-I /Assoc.	\$324.55	6	\$1,947.30
	Firefighter, FF-II/Assoc	\$346.72	6	\$2,080.32
	Firefighter, FF-I /Assoc.	\$324.55	6	\$1,947.30
	Subtotal			\$172,217.87

TOTAL FY23 HOLIDAY:

\$172,217.87



HUDSON FIRE DEPARTMENT

296 COX STREET
HUDSON, MASSACHUSETTS 01749

OFFICE OF THE
FIRE CHIEF
(978) 562-5565

2200 – Fire Department

FY23 Degree Pay

Chief Bryan Johannes	Masters	\$ 7,000.00
Lt. John White	Bachelors	\$ 1,672.00
Lt. Jeff Chaves	Bachelors	\$ 1,672.00
Lt. Anthony Cunha	Bachelors	\$ 1,672.00
Ff. Kyle Schaeffer	Bachelors	\$ 1,672.00
Ff. Brian Niemi	Bachelors	\$ 1,672.00
Ff. Brian Dome	Associates	\$ 1,150.00
Ff. Jason Galofaro	Associates	<u>\$ 1,150.00</u>
	Total	\$17,660.00

BUILDING INSPECTIONS

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0062-1 DIRECTOR SALARY	\$94,511.26	\$96,517.80	\$96,519.00	\$24,776.60	\$100,418.00	104.04%	
0063-1 CLERICAL WAGE	\$53,218.92	\$54,064.70	\$55,147.00	\$14,155.50	\$57,352.00	104.00%	
0066-1 INSPECTOR FEE	\$21,124.44	\$19,847.41	\$21,652.00	\$5,412.93	\$22,174.00	102.41%	
0991-1 LONGEVITY	\$1,850.00	\$1,850.00	\$1,850.00	\$0.00	\$1,900.00	102.70%	
1682-1 PART-TIME CLERICAL	\$5,336.25	\$1,380.00	\$6,171.00	\$1,927.50	\$19,691.00	319.09%	
<i>Subtotal 008-Personal Services</i>	\$176,040.87	\$173,659.91	\$181,339.00	\$46,272.53	\$201,535.00	111.14%	
0272-1 SEALER EXPENSES	\$933.06	\$4,154.40	\$700.00	\$0.00	\$700.00	100.00%	
0277-1 GASOLINE	\$1,408.76	\$897.66	\$1,284.00	\$162.42	\$1,464.00	114.02%	
0278-1 VEHICLE MAINTENANCE	\$3,996.11	\$147.56	\$1,500.00	\$1,060.58	\$500.00	33.33%	
0281-1 CONFERENCE/TRAVEL/TRAINING	\$1,609.40	\$0.00	\$0.00	\$125.00	\$1,500.00	#Div/0!	
0282-1 DUES/MEMBERSHIP	\$515.00	\$145.00	\$0.00	\$0.00	\$500.00		
0842-1 SUPPLIES	\$5,779.56	\$3,207.75	\$3,000.00	\$1,569.53	\$3,000.00	100.00%	
0843-1 TELEPHONE	\$1,187.32	\$1,725.92	\$1,400.00	\$299.18	\$1,400.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$15,429.21	\$10,278.29	\$7,884.00	\$3,216.71	\$9,064.00	114.97%	
Total 2410-BUILDING INSPECTION	\$191,470.08	\$183,938.20	\$189,223.00	\$49,489.24	\$210,599.00	111.30%	



**TOWN OF HUDSON
BUILDING INSPECTION DEPARTMENT
TOWN HALL
HUDSON, MASSACHUSETTS 01749
978-568-9625**

Building Commissioner's Recommendation's for FY23

Personnel Services

62	Director's Salary	\$ 100,418.00
63	Clerical Wage	\$ 57,352.00
66	Inspector's Fees This account pays for Deputy Inspector's yearly stipend.	\$ 22,174.00
1682	PT Clerk	\$ 19,767.00
91	Longevity	\$ 1900.00
992	Sick Leave Buyback	\$ 0

Personnel Sub Total \$ 201,611.00



**TOWN OF HUDSON
BUILDING INSPECTION DEPARTMENT
TOWN HALL
HUDSON, MASSACHUSETTS 01749
978-568-9625**

Operating Expenses

272	Sealer Expense	\$ 700.00
277	Gasoline	\$ 1464.00
278	Vehicle Maintenance Routine maintenance	\$ 500.00
281	Conference/Travel and Training Courses required to maintain and acquire Certification (Building, Electrical and Plumbing are now required)	\$ 1500.00
282	Membership Dues This account pays for membership in the Mass. Builders Association and Building Officials and Code Administrators	\$ 500.00
842	Supplies This account pays for Inspection sheets, Letterheads, envelopes, toner, general office supplies Constable Services	\$ 3000.00
834	Telephone This account pays for 2 cell phones	\$ 1400.00
Expense Sub Total		\$ 9,064.00
TOTAL DEPARTMENT REQUEST		\$ 210,675.00



TOWN OF HUDSON
BUILDING DEPARTMENT
78 Main Street, Hudson, Massachusetts 01749
978-568-9625

JEFFREY WOOD

*Building Commissioner/
Zoning Enforcement Officer*

To: Thomas Gregory
From: Jeff Wood
Date: October 29, 2021
Subj: Full Time Clerk Building Dept

Tom,

I am requesting to hire a full time Clerk for the Building Department.

We have had, in the past, many part time workers (4 hours per week) but they do not stay in the position nor do they handle all the aspects of the department. It has been strictly to file.

The new position would assist the Administrative Assistant with all daily operations of the department including, filing, permits, zoning issues, phone calls, emails, deposits, yearly permits, walk in services and all other responsibilities in the office. For the past 2 years, our Administrative Assistant has had to work during all of her vacations and sick days because there is no coverage. This office is extremely busy and no longer can run on just one Administrative Assistant.

I did some research on surrounding towns, approximate same size and population, all have an Administrative Assistant and a FT Clerk. Our department has been running on the same staff for 50 plus years, despite the increase in growth of the town.

The town has grown substantially over the last 5-8 years. The growth over the last 5 years has been \$3,614,343.00 dollars of new growth. We will be reaching over \$1 Million in Fiscal 2022 of new growth. In the next year and a half, I suspect we will be issuing approximately 90, at a minimum, of new house permits alone.

This position is long overdue and absolutely needed for a faster, efficient office.

I thank you for your attention on this matter.

Respectfully yours,

Jeffrey Wood
Building Commissioner &
Zoning Enforcement Officer

**PUBLIC
WORKS
DEPT.**

PERSONNEL BUDGET SHEET for FY23,

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Employee Name	Position / Title	Anniv. Date	Emp. #	No. Hrs. Per Wk.	Grade & Step at 6/30/22 (FY22 year end)	Annual Salary at 6/30/22 (FY22 year end)	Annual Salary at 7/1/22 (start of FY23) include COLA if applicable	Weekly salary 7/1/22(start of FY23) H52	Grade & Step at year end	Annual Salary after step	Weekly Salary after Step if applicable K/52	Total # Weeks at new salary (after step)	Total FY23 Salary ((52.2-M)*I) + (L*M)	Long. Pay	Sick Leave Buy Back Pay	Total Budgeted for Employee (M+O+P)
RYDER, ERIC	DIRECTOR	7/1/2022	4652	37.5	---	\$144,721.00	\$145,056.29	\$ 2,789.58	11, MAX	\$145,058.29	\$ 2,789.58	52.20	\$ 145,617.00	\$ 775.00	\$ -	\$ 146,392.00
KLOTZ, SHAYE	MANAGER	9/7/2022	5057	37.5	M4,4	\$58,321.00	\$59,487.00	\$ 1,143.98	M4,5	\$61,865.00	\$ 1,189.71	42.60	\$ 61,664.00			\$ 61,664.00
HOLMES	PRINCIPAL CLERK	7/1/2022	2206	37.5	G10, SENIOR	\$52,900.00	\$52,900.00	\$ 1,017.31	G10, SE	\$52,900.00	\$ 1,017.31	52.20	\$ 53,104.00	\$ 950.00		\$ 54,054.00
CARDILLO, RUTH	PRINCIPAL CLERK	7/24/2022	4901	37.5	G10,4	\$43,481.00	\$43,481.00	\$ 836.17	G10,5	\$45,223.00	\$ 869.67	49.00	\$ 45,290.00			\$ 45,290.00
BLOOD, KENNETH	MANAGER	6/20/2023	2023	37.5	M7,4	\$76,212.00	\$77,736.00	\$ 1,494.92	M7,5	\$80,846.00	\$ 1,554.73	1.80	\$ 78,143.00	\$ 950.00	\$ 4,850.82	\$ 83,944.00
ONEIL, RICHARD	TMAN	7/1/2022	4311	37.5	G10,8	\$50,866.00	\$50,866.00	\$ 978.19	G10, MA	\$52,900.00	\$ 1,017.31	52.20	\$ 53,104.00	\$ 850.00		\$ 53,954.00
CHRISTOPHER	TMAN	7/1/2022	4635	37.5	G10, MAX	\$52,900.00	\$52,900.00	\$ 1,017.31	G10, MA	\$52,900.00	\$ 1,017.31	52.20	\$ 53,104.00	\$ 775.00		\$ 53,879.00
KAMEL, MAGED	DIRECTOR	7/1/2022	3559	37.5	M9, MAX	\$107,879.00	\$107,879.00	\$ 2,074.60	M9, MA	\$110,037.00	\$ 2,116.10	52.20	\$ 110,461.00	\$ 900.00	\$ 5,628.89	\$ 116,990.00
CHAVES, JOSE	CONTRACTING,	12/3/2022	4687	40	W6,2	\$57,034.00	\$57,034.00	\$ 1,096.81	W6,3	\$58,968.00	\$ 1,134.00	30.00	\$ 58,370.00	\$ 650.00		\$ 59,020.00
MICHAEL		7/1/2022	3332	40	W6, MAX	\$61,006.00	\$61,006.00	\$ 1,173.19	W6, MA	\$61,006.00	\$ 1,173.19	52.20	\$ 61,241.00	\$ 790.00		\$ 62,031.00
DICK, KEVIN		7/1/2022	4078	40	W4, MAX	\$57,866.00	\$57,866.00	\$ 1,112.81	W4, MA	\$57,866.00	\$ 1,112.81	52.20	\$ 58,089.00	\$ 735.00		\$ 58,824.00
HOWLAND, JOHN		7/1/2022	4873	40	W2, MAX	\$53,186.00	\$53,186.00	\$ 1,022.81	W2, MA	\$53,186.00	\$ 1,022.81	52.20	\$ 53,391.00			\$ 53,391.00
FOSSILE, MICHAEL		1/28/2023	5038	40	W2,2	\$49,109.00	\$49,109.00	\$ 944.40	W2,3	\$51,085.00	\$ 982.40	22.00	\$ 50,134.00			\$ 50,134.00
GRIGSBY, JOSH		11/2/2022	5096	40	W2,1	\$47,466.00	\$47,466.00	\$ 912.81	W2,2	\$49,109.00	\$ 944.40	34.60	\$ 48,742.00			\$ 48,742.00
CONCHERI, MARK	NON-UNION	7/1/2022	986	37.5	M7, MAX	\$89,157.00	\$89,157.00	\$ 1,714.56	M7, MA	\$90,940.00	\$ 1,748.85	52.20	\$ 91,290.00	\$ 950.00		\$ 92,240.00
LEONARD	NON-UNION	9/16/2022	3549	37.5	M6,4	\$70,699.00	\$70,699.00	\$ 1,359.60	M6,5	\$73,496.00	\$ 1,413.38	41.20	\$ 73,187.00	\$ 900.00		\$ 74,087.00
RICHARD		7/1/2022	688	40	W7, MAX	\$63,128.00	\$63,128.00	\$ 1,214.00	W7, MA	\$63,128.00	\$ 1,214.00	52.20	\$ 63,371.00	\$ 845.00		\$ 64,216.00
LACROIX, PAUL		7/1/2022	3557	40	W7, MAX	\$63,128.00	\$63,128.00	\$ 1,214.00	W7, MA	\$63,128.00	\$ 1,214.00	52.20	\$ 63,371.00	\$ 790.00		\$ 64,161.00
DONAHUE, PATRICK		7/1/2022	3976	40	W4, MAX	\$57,866.00	\$57,866.00	\$ 1,112.81	W4, MA	\$57,866.00	\$ 1,112.81	52.20	\$ 58,089.00	\$ 650.00		\$ 58,739.00
CHRISTOPHER		7/1/2022	3718	40	W5, MAX	\$58,802.00	\$58,802.00	\$ 1,130.81	W5, MA	\$58,802.00	\$ 1,130.81	52.20	\$ 59,029.00	\$ 790.00		\$ 59,819.00
MADDEN, KEITH		7/1/2022	2557	40	W3, MAX	\$54,746.00	\$54,746.00	\$ 1,052.81	W3, MA	\$54,746.00	\$ 1,052.81	52.20	\$ 54,957.00	\$ 845.00		\$ 55,802.00
BURGESS, ZACK		8/31/2022	4825	40	W3,2	\$51,085.00	\$51,085.00	\$ 982.40	W3,2	\$51,085.00	\$ 982.40	43.60	\$ 51,282.00			\$ 51,282.00
GRIFFIN, MARK		7/1/2022	3453	40	W7, MAX	\$63,128.00	\$63,128.00	\$ 1,214.00	W7, MA	\$63,128.00	\$ 1,214.00	52.20	\$ 63,371.00	\$ 790.00	\$ 1,544.21	\$ 65,706.00
MORSE, BENNETT		1/26/2023	4981	40	W2,2	\$49,109.00	\$49,109.00	\$ 944.40	W2,3	\$51,085.00	\$ 982.40	22.40	\$ 50,149.00			\$ 50,149.00
GIRARD, JACOB		10/21/2022	5033	40	W4,2	\$52,894.00	\$52,894.00	\$ 1,071.19	W4,3	\$55,328.00	\$ 1,064.00	36.20	\$ 54,792.00			\$ 54,792.00
MORIARTY, ROBERT	NON-UNION	7/1/2022	4682	37.5	M7, max	\$89,157.00	\$89,157.00	\$ 1,714.56	M7, MA	\$90,940.00	\$ 1,748.85	52.20	\$ 91,290.00	\$ 775.00		\$ 92,065.00
LOBAS, JOSEPH		6/22/2023		40	W2,2	\$49,108.80	\$49,108.80	\$ 944.40	W2,3	\$51,084.80	\$ 982.40	1.40	\$ 49,351.00			\$ 49,351.00
													\$ 1,753,983.00	\$ 14,710.00	\$ 12,023.92	\$ 1,780,717.00

PERSONNEL BUDGET SHEET for FY23,

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Employee Name	Position / Title	Anniv. Date	Emp. #	No. Hrs. Per Wk.	Grade & Step at 6/30/22 (FY22 year end)	Annual Salary at 6/30/22 (FY22 year end)	Annual Salary at 7/1/22 (start of FY23) include COLA if applicable	Weekly salary 7/1/22(start of FY23) H/52	Grade & Step at year end	Annual Salary after step	Weekly Salary after Step if applicable K/52	Total # Weeks at new salary (after step)	Total FY223 Salary ((52.2-Wk) * (LxM))	Long. Pay	Sick Leave Buy Back Pay	Total Budgeted for Employee (NFO&P)
GAUTHIER, BRIAN ANTHONY	NON-JUNION	7/1/2022	3720	37.5	M6,MAX	\$61,051.00	\$81,051.00	\$ 1,558.67	M6,MA	\$82,672.00	\$ 1,589.85	52.20	\$ 82,991.00	\$900.00	\$ -	\$ 83,891.00
KRYSA, JOEL		7/1/2022	4208	37.5	W7,MAX	\$63,128.00	\$63,128.00	\$ 1,214.00	W7,MA	\$63,128.00	\$ 1,214.00	52.20	\$ 63,371.00	\$ 735.00	\$ -	\$ 64,106.00
JANEIRO, JOSE		7/1/2022	2574	40	W6,MAX	\$61,006.00	\$61,006.00	\$ 1,173.19	W6,MA	\$61,006.00	\$ 1,173.19	52.20	\$ 61,241.00	\$ 845.00	\$ -	\$ 62,086.00
PROCTOR, STEPHEN		9/27/2022	4504	40	W4,MAX	\$57,866.00	\$57,866.00	\$ 1,112.81	W4,MA	\$57,866.00	\$ 1,112.81	52.20	\$ 58,089.00	\$ 650.00	\$ -	\$ 58,739.00
LEANDRES, JOSE LEONARDO THOMAS		7/16/2022	660	40	W2,1	\$47,466.00	\$47,466.00	\$ 912.81	W2,2	\$49,109.00	\$ 944.40	39.80	\$ 48,906.00	\$ -	\$ 1,888.85	\$ 48,906.00
BAKER, MARK		2/14/2023	4210	40	W6,4	\$61,006.00	\$61,006.00	\$ 1,173.19	W6,4	\$61,006.00	\$ 1,173.19	50.00	\$ 61,241.00	\$ 845.00	\$ -	\$ 63,975.00
BRISBOIS, WILLIAM		7/1/2022	450	40	W6,4	\$61,006.00	\$61,006.00	\$ 1,173.19	W6,4	\$61,006.00	\$ 1,173.19	19.80	\$ 61,241.00	\$ 735.00	\$ -	\$ 61,976.00
TESSIER, SHAWN		12/8/2022	4806	40	W4,4	\$57,866.00	\$57,866.00	\$ 1,112.81	W4,4	\$57,866.00	\$ 1,112.81	52.20	\$ 58,089.00	\$ 845.00	\$ -	\$ 62,086.00
PALATINO, LEO		1/26/2023	4827	40	W4,4	\$57,866.00	\$57,866.00	\$ 1,112.81	W4,4	\$57,866.00	\$ 1,112.81	29.40	\$ 58,089.00	\$ 650.00	\$ -	\$ 58,739.00
SCESNY, WALTER FRANCESCO DANIEL		7/1/2022	4209	40	W2,4	\$53,186.00	\$53,186.00	\$ 1,022.81	W2,4	\$53,186.00	\$ 1,022.81	22.40	\$ 58,089.00	\$ 650.00	\$ -	\$ 58,739.00
ARUJO, ALDEN		6/1/2023	4207	40	W4,4	\$57,866.00	\$57,866.00	\$ 1,112.81	W4,4	\$57,866.00	\$ 1,112.81	52.20	\$ 53,391.00	\$ 735.00	\$ -	\$ 54,126.00
LUZ, ANTHONY		8/8/2022	4815	40	W2,4	\$53,186.00	\$53,186.00	\$ 1,022.81	W2,4	\$53,186.00	\$ 1,022.81	4.40	\$ 58,089.00	\$ 735.00	\$ -	\$ 58,824.00
PONTE, MANNY		7/1/2022	4754	40	W2,4	\$53,186.00	\$53,186.00	\$ 1,022.81	W2,4	\$53,186.00	\$ 1,022.81	47.00	\$ 53,391.00	\$ 650.00	\$ -	\$ 54,041.00
FALKINS, SHON		8/29/2022	4825	40	W2,4	\$53,186.00	\$53,186.00	\$ 1,022.81	W2,4	\$53,186.00	\$ 1,022.81	52.20	\$ 53,391.00	\$ 650.00	\$ -	\$ 54,041.00
O'CONNOR, DAVID		7/1/2022	4429	40	W4,4	\$57,866.00	\$57,866.00	\$ 1,112.81	W4,4	\$57,866.00	\$ 1,112.81	44.00	\$ 53,391.00	\$ 650.00	\$ -	\$ 54,041.00
WHYNOT, MARC		7/1/2022	1332	40	W6,4	\$61,006.00	\$61,006.00	\$ 1,173.19	W6,4	\$61,006.00	\$ 1,173.19	52.20	\$ 61,241.00	\$ 845.00	\$ 2,651.43	\$ 64,738.00
SANTOS, ADAM		9/27/2022	5199	40	W4,2	\$52,894.00	\$52,894.00	\$ 1,017.19	W4,3	\$55,328.00	\$ 1,064.00	39.80	\$ 54,961.00	\$ -	\$ -	\$ 54,961.00
RIBEIRO, CHRIS		2/22/2023	5130	40	W2,1	\$47,466.00	\$47,466.00	\$ 912.81	W2,2	\$49,088.00	\$ 944.00	18.60	\$ 48,229.00	\$ -	\$ -	\$ 48,229.00
BERGER, JOSEPH		11/30/2022	5115	40	W2,1	\$47,466.00	\$47,466.00	\$ 912.81	W2,2	\$49,088.00	\$ 944.00	30.60	\$ 48,604.00	\$ -	\$ -	\$ 48,604.00
WHITE, MATT		7/1/2022	5139	40	W2,1	\$47,466.00	\$47,466.00	\$ 912.81	W2,2	\$49,088.00	\$ 944.00	52.20	\$ 49,277.00	\$ -	\$ -	\$ 49,277.00
KLOTZ, ANDY RAYMOND		6/22/2023	5148	40	W2,1	\$47,466.00	\$47,466.00	\$ 912.81	W2,2	\$49,088.00	\$ 944.00	1.40	\$ 47,693.00	\$ -	\$ -	\$ 47,693.00
RAYMOND		9/14/2022	5141	40	W4,1	\$51,085.00	\$51,085.00	\$ 982.40	W4,2	\$52,894.00	\$ 1,017.19	41.60	\$ 52,729.00	\$ -	\$ -	\$ 52,729.00
OLEAEY, MATTHEW		1/26/2023	5127	40	W2,3	\$51,085.00	\$51,085.00	\$ 982.40	W2,4	\$53,186.00	\$ 1,022.81	22.40	\$ 52,187.00	\$ -	\$ -	\$ 52,187.00
		11/8/2022	5206	40	W2,1	\$47,466.00	\$47,466.00	\$ 912.81	W2,2	\$49,088.00	\$ 944.00	33.80	\$ 48,703.00	\$ -	\$ -	\$ 48,703.00
		10/19/2022	5206	40	W2,1	\$47,466.00	\$47,466.00	\$ 912.81	W2,2	\$49,088.00	\$ 944.00	36.60	\$ 48,791.00	\$ -	\$ -	\$ 48,791.00
		7/1/2022	5130	40	W4,3	\$55,328.00	\$55,328.00	\$ 1,064.00	W4,4	\$57,865.60	\$ 1,112.80	52.20	\$ 58,089.00	\$ 650.00	\$ -	\$ 58,739.00
													\$ 1,514,745.00	\$ 12,420.00	\$ 4,540.28	\$ 1,531,706.00

Budget Worksheet

4210

P.W.D ADMINISTRATION/CENTR

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0094-1 DIRECTOR SALARY	\$120,093.98	\$128,266.37	\$139,184.00	\$35,728.29	\$145,617.00	104.62%	
0095-1 CLERICAL WAGE	\$123,544.07	\$143,948.94	\$150,941.00	\$36,122.95	\$160,058.00	106.04%	
0096-1 LONGEVITY	\$24,550.00	\$19,665.00	\$22,235.00	\$0.00	\$27,130.00	122.01%	
0434-1 GENERAL FOREMAN	\$76,503.58	\$72,283.77	\$75,109.00	\$19,254.06	\$78,143.00	104.04%	
0435-1 DRAFTSMAN/TRANSITMAN	\$69,235.82	\$88,739.32	\$106,208.00	\$21,911.46	\$106,208.00	100.00%	
0436-1 ASSISTANT DIRECTOR WAGE	\$99,978.15	\$106,170.10	\$106,171.00	\$27,254.39	\$110,461.00	104.04%	
0666-1 SICK LEAVE BUYBACK	\$15,737.97	\$12,718.98	\$11,941.00	\$0.00	\$16,565.00	138.72%	
2028-1 SEASONAL WAGE	\$13,362.00	\$0.00	\$0.00	\$0.00	\$23,700.00		
<i>Subtotal 008-Personal Services</i>	\$543,005.57	\$571,792.48	\$611,789.00	\$140,271.15	\$667,882.00	109.17%	
0670-1 R&M EQUIPMENT	\$5,407.13	\$15,014.44	\$14,000.00	\$6,155.82	\$14,000.00	100.00%	
0671-1 MEMBERSHIP FEES	\$841.00	\$854.00	\$1,250.00	\$0.00	\$1,250.00	100.00%	
0672-1 CONFERENCE/TRAVEL/TRAINING	\$685.00	\$2,349.00	\$2,500.00	\$0.00	\$4,000.00	160.00%	
0673-1 ADVERTISING	\$1,824.56	\$1,149.41	\$1,250.00	\$99.04	\$1,250.00	100.00%	
0674-1 TELEPHONE	\$12,195.62	\$11,112.40	\$10,500.00	\$1,396.65	\$10,500.00	100.00%	
0676-1 OFFICE SUPPLIES	\$7,638.02	\$4,874.19	\$7,000.00	\$1,408.52	\$7,000.00	100.00%	
2029-1 RADIO	\$1,994.00	\$4,602.02	\$2,000.00	\$0.00	\$3,000.00	150.00%	
2030-1 ELECTRICITY	\$7,696.97	\$7,701.29	\$8,000.00	\$2,012.64	\$8,000.00	100.00%	
2031-1 ENVIRONMENTAL-WASTE OIL	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%	
2033-1 HEATING GAS	\$15,271.36	\$14,517.25	\$18,000.00	\$647.56	\$21,500.00	119.44%	
2035-1 GASOLINE	\$47,740.67	\$59,330.20	\$65,400.00	\$9,169.86	\$89,600.00	137.00%	
2036-1 DIESEL	\$56,610.05	\$61,294.69	\$89,300.00	\$5,147.44	\$111,300.00	124.64%	
2038-1 CLOTHING ALLOWANCE	\$29,601.13	\$32,536.44	\$32,800.00	\$18,413.72	\$35,000.00	106.71%	
<i>Subtotal 040-Operating Expenses</i>	\$187,505.51	\$215,335.33	\$253,500.00	\$44,451.25	\$307,900.00	121.46%	
Total 4210-P.W.D ADMINISTRATION/CENT	\$730,511.08	\$787,127.81	\$865,289.00	\$184,722.40	\$975,782.00	112.77%	

FY'23 ACCOUNT #4210 PUBLIC WORKS ADMINISTRATION/CENTRAL

THE PUBLIC WORKS ADMINISTRATION IS RESPONSIBLE FOR THE DAY TO DAY SUPERVISION OF THE DEPARTMENT. IT ESTABLISHES GUIDELINES CONSISTENT WITH THE POLICY OF THE TOWN WORKING WITHIN THE STATUTES OF THE GENERAL LAWS AND TOWN BY-LAWS. THE STAFF, IN REFERENCE TO PAYROLL, BILLS PAYABLE, REPORTS TO THE TREASURER AND MAINTENANCE BILLING, PERFORMS VARIOUS FUNCTIONS FOR SERVICES RENDERED. THE QUARTERLY WATER AND SEWER BILLINGS AND SEPTIC CHARGES ARE PREPARED ALONG WITH REVIEWS FOR ABATEMENTS AND OVERCHARGES.

THE ENGINEERING DIVISION SUPPLIES SUPPORT SERVICES TO ONGOING CONSTRUCTION AND SUPERVISION OF DEVELOPMENTS APPROVED UNDER THE SUBDIVISION CONTROL LAW. PLANS ARE REVIEWED FOR CONFORMITY WITH STANDARDS FOR THE PLANNING BOARD, BOARD OF HEALTH, BOARD OF APPEALS, INTERNAL TRAFFIC AND FOR ALL PROPOSED CONSTRUCTION WITHIN THE ROADWAY SYSTEM. CONSTRUCTION PLANS, SPECIFICATIONS AND SUPERVISION FOR THE FOLLOWING PROPOSED PROJECTS IS PROVIDED FOR IN THIS BUDGET: RECONSTRUCTION OF ROADS.

STAFF MEMBERS ARE ALSO ASSIGNED DUTIES IN RESPONSE TO TOWN COMMITTEES SUCH AS INTERNAL TRAFFIC, HAZARDOUS WASTE MANAGEMENT, EMERGENCY MANAGEMENT, MASTER PLAN AND SAFETY.

THE CENTRAL ACCOUNT CONTAINS THE FOLLOWING: LONGEVITY, SICK LEAVE BUY BACK, SEASONAL WAGE, FUEL OIL, GENERAL ELECTRICITY, FUEL GAS, TRASH, ENVIRONMENTAL, RADIO, GASOLINE, DIESEL, AND CLOTHING ALLOWANCE.

PERSONAL SERVICE

0094	DIRECTOR REQUESTED FOR THE SALARY OF THE M-11 POSITION AT STEP VIII.	\$ 145,617
0095	CLERICAL REQUESTED FOR THE SALARY OF THREE POSITIONS. ONE M-4 AT STEP V, ONE G-10 AT STEP V, ONE G-10 AT SENIOR STEP.	\$ 160,058
0096	LONGEVITY REQUESTED FOR THE PAYMENT DUE TO 28 EMPLOYEES AS REQUIRED UNDER THE UNION CONTRACT, CLERICAL CONTRACT AND PERSONNEL RULES AND REGULATIONS.	\$ 27,130
0434	OPERATIONS MANAGER REQUESTED FOR THE SALARY OF THE M-7 POSITION STEP V	\$ 78,143
0435	DRAFTSMAN/TRANSITMAN REQUESTED FOR THE SALARY OF TWO G-10 POSITIONS AT SENIOR STEP.	\$ 106,208
0436	ASSISTANT DIRECTOR REQUESTED FOR THE SALARY OF THE M-9 POSITION AT MAX STEP.	\$ 110,461
0666	SICK LEAVE BUY BACK REQUESTED FOR PAYMENT AS REQUIRED UNDER THE UNION CONTRACT, CLERICAL UNION CONTRACT AND PERSONNEL RULES AND REGULATIONS.	\$ 16,565
2028	SEASONAL WAGE	\$ 23,700

SUB ACCOUNT 008 PERSONAL SERVICES

SUB TOTAL

\$ 667,882

POSITION	GRADE	STEP	SALARY	
DIRECTOR	M-11	VIII	\$	145,617.00
ASSISTANT DIRECTOR	M-9	VIII	\$	110,461.00
OPERATIONS MANAGER	M-7	V	\$	78,143.00
ADMINISTRATIVE MANAGER	M-4	V	\$	61,664.00
DRAFTSMAN	G 10	SENIOR	\$	53,104.00
DRAFTSMAN	G 10	SENIOR	\$	53,104.00
PRINCIPAL CLERK	G 10	SENIOR	\$	53,104.00
PRINCIPAL CLERK	G 10	V	\$	45,290.00

SUB TOTAL **\$ 600,487.00**

SICK LEAVE BUY BACK (AFTER 120)

KAMEL, MAGED	\$	5,628.89
BLOOD, KENNETH	\$	4,850.82

PONTE, MANUEL	\$	2,651.43
LEANDRES, JOSE	\$	1,888.85
GRIFFIN, MARK	\$	1,544.21

SUB TOTAL **\$ 16,564.20**

LONGEVITY

AFTER 20	2 @	\$950	\$1,900
AFTER 15 < 20	4 @	\$900	\$3,600
AFTER 10 < 15	0 @	\$850	\$0
AFTER 5 < 10	2 @	\$775	\$1,550
AFTER 20 (AFSCME)	6 @	\$845	\$5,070
AFTER 15 < 20 (AFSCME)	3 @	\$790	\$2,370
AFTER 10 < 15 (AFSCME)	5 @	\$735	\$3,675
AFTER 5 < 10 (AFSCME)	10 @	\$650	\$6,500
AFTER 20 (CLERICAL)	1 @	\$950	\$950
AFTER 15 < 20 (CLERICAL)	0 @	\$900	\$0
AFTER 10 < 15 (CLERICAL)	1 @	\$850	\$850
AFTER 5 < 10 (CLERICAL)	1 @	\$775	\$775

SUBTOTAL **\$ 27,130**

SEASONAL HIRES **\$ 23,700**

TOTAL **\$ 667,882**

FY '23 ACCOUNT #4210 PUBLIC WORKS ADMINISTRATION / CENTRAL

EXPENSE SUMMARY

0670	R & M EQUIPMENT	\$ 14,000
	REQUESTED FOR THE SERVICE AND MAINTENANCE OF THE FOLLOWING OFFICE EQUIPMENT: TRANSIT, ZEISS LEVEL, HEWLETT PACKARD FAX/COPIER, HP DESIGN JET PRINTER, CANON COPIER, SIMPLEX TIME CLOCK AND SEVEN COMPUTERS.	
0671	MEMBERSHIP FEES	\$ 1,250
	REQUESTED FOR MEMBERSHIP IN THE FOLLOWING ORGANIZATIONS: TREE WARDEN'S, MASS. HIGHWAY, NEWWA, APWA	
0672	CONFERENCE, TRAVEL, TRAINING	\$ 4,000
	REQUESTED TO ALLOW EMPLOYEES TO ATTEND MEETINGS AND SEMINARS WITHIN THE STATE FOR THE PURPOSE OF UPGRADING KNOWLEDGE AND NEW REQUIREMENTS IN THE PUBLIC WORKS FIELD. ALLOWS OUR EMPLOYEES TO ATTEND THE APWA/SNOW CONFERENCE.	
0673	ADVERTISING	\$ 1,250
	REQUESTED FOR THE COST ASSOCIATED WITH THE LEGAL ADVERTISING REQUIREMENTS OF THE BIDDING PROCESS, THE SOLICITATION OF MATERIAL BIDS, PUBLIC HEARINGS, NOTICES AND HELP WANTED.	
0674	TELEPHONE	\$ 7,000
	REQUESTED FOR COST ASSOCIATED WITH THE OPERATION OF NINE TELEPHONE LINES AND ANNUAL MAINTENANCE CHARGES AS WELL CELLPHONES AND TPX PHONE LINES.	
0676	OFFICE SUPPLIES	\$ 7,000
	REQUESTED FOR THE PURCHASE OF COPIER PAPER, LETTERHEAD, ENVELOPES, METER CARDS AND GENERAL SUPPLIES USED IN THE OFFICE OPERATION. ENGINEERING PLANS. MAINTENANCE PLAN FOR NEW COPIERS.	
2029	RADIO	\$ 3,000
	REQUESTED FOR THE MAINTENANCE AND REPAIR OF TWO BASE STATIONS, 52 MOBILE UNITS, 4 PORTABLES.	
2030	ELECTRICITY	\$ 8,000
	PUBLIC WORKS OFFICE, SHED, GARAGE	
2031	ENVIRONMENTAL-WASTE OIL/TIRES	\$ 1,500
	REQUESTED FOR THE DISPOSAL OF CLEANING SOLVENTS, UNUSED CHEMICALS AND TIRES.	
2033	FUEL-HEATING GAS	\$ 21,500
	REQUESTED FOR THE HEATING AND REPAIR OF THE HEATING SYSTEMS OF THE PUBLIC WORKS MAINTENANCE AND STORAGE GARAGES AND PUBLIC WORKS OFFICE.	
2035	GASOLINE	\$ 89,600
	REQUESTED FOR THE PURCHASE OF GASOLINE AND REPAIR AND TESTING OF PUMPS USED BY THE PUBLIC WORKS VEHICLES FOR ALL OPERATIONS. THERE WERE: 29,965 GALLONS IN FY'19. 29,965 IN FY'20 AND 29,382 IN FY' 21.	
2036	DIESEL	\$ 111,300
	REQUESTED FOR THE PURCHASE OF DIESEL FUEL USED BY THE PUBLIC WORKS VEHICLES FOR ALL OPERATIONS. THERE WERE: 28,646 GALLONS IN FY'19, 28,646 FY 20', 28,812 IN FY' 21	

2038 CLOTHING ALLOWANCE \$ 35,000

REQUESTED FOR THE REIMBURSEMENT OF CLOTHING PURCHASED BY 53 EMPLOYEES AS STIPULATED IN THE NEGOTIATED CONTRACTS AND PERSONNEL RULES AND REGULATIONS. 39 UNION @ \$600, 7 NON-UNION @ \$250, 2 CLERICAL UNION @ \$300. T SHIRTS AND SWEATSHIRTS PROVIDE BY UNION CONTRACT. INCREASE PER UNION CONTRACT.

SUB ACCOUNT 040 OPERATING EXPENSE

SUB TOTAL \$304,400

Budget Worksheet

4212

P.W.D PARKS/CEMETERY/FORE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0097-1 OVERTIME	\$24,215.97	\$29,729.28	\$40,635.00	\$18,828.31	\$40,635.00	100.00%	
0291-1 WAGES	\$532,832.15	\$503,268.16	\$559,499.00	\$132,551.76	\$604,121.00	107.98%	
<i>Subtotal 008-Personal Services</i>	\$557,048.12	\$532,997.44	\$600,134.00	\$151,380.07	\$644,756.00	107.44%	
0688-1 R&M BUILDING	\$3,046.95	\$254.48	\$300.00	\$148.78	\$300.00	100.00%	
0689-1 R&M EQUIPMENT	\$31,992.63	\$17,116.77	\$20,000.00	\$7,161.00	\$30,000.00	150.00%	
0690-1 RENTAL EQUIPMENT	\$2,493.23	\$3,553.34	\$1,700.00	\$0.00	\$3,500.00	205.88%	
0691-1 LANDSCAPING GENERAL SUPPLIES	\$23,060.95	\$20,418.39	\$20,000.00	\$1,493.30	\$24,500.00	122.50%	
0692-1 PAINT	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%	
0693-1 LUMBER	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%	
0696-1 CHEMICALS	\$355.61	\$2,358.02	\$1,750.00	\$0.00	\$2,400.00	137.14%	
2040-1 GENERAL SUPPLIES	\$1,964.43	\$396.44	\$2,000.00	\$665.37	\$2,000.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$62,913.80	\$44,097.44	\$46,350.00	\$9,468.45	\$63,300.00	136.57%	
Total 4212-P.W.D PARKS/CEMETERY/FOR	\$619,961.92	\$577,094.88	\$646,484.00	\$160,848.52	\$708,056.00	109.52%	

FY'23 ACCOUNT #4212

PUBLIC WORKS

PARKS/CEMETERY/FORESTRY

THE PARKS DIVISION IS RESPONSIBLE FOR THE DAILY MAINTENANCE OF OVER 60 ACRES OF LAND USED BY BOTH PASSIVE AND ACTIVE RECREATIONAL GROUPS, ORGANIZATIONS AND INDIVIDUALS WITHIN THE TOWN. THE DEPARTMENT IS RESPONSIBLE FOR THE OUTSIDE GROUNDS MAINTENANCE AT THE LIBRARY, POLICE STATION, COA AND TOWN HALL. ADDITIONAL EQUIPMENT HAS BEEN PURCHASED WHICH INCREASES THE PERFORMANCE AND PRODUCTIVITY. AS THE USE OF THE MANY FIELDS AND PARKS GREATLY INCREASES, IT BECOMES MORE DIFFICULT TO PROVIDE THE SERVICES REQUIRED BY THESE MANY ORGANIZATIONS. IN MANY CASES, NO TIME IS ALLOWED FOR MAINTENANCE OR REGENERATION OF THESE FACILITIES.

THE CEMETERY DIVISION MAINTAINS TWO CEMETERIES: FORESTVALE AND MAIN STREET; THERE WERE 77 INTERMENTS IN FY'21 AND SOLD 48 NEW LOTS. LANDSCAPING MAINTENANCE IS PROVIDED BY GRASS MOWING, LEAF COLLECTION, LOAMING, AND RE-SEEDING. THREE INDIVIDUALS ARE ASSIGNED ON A FULL-TIME BASIS. CURRENTLY, THE COST ASSOCIATED WITH THE UPKEEP IS PROVIDED BY TOWN FUNDS AND INTEREST FROM PERPETUAL CARE FUND. THROUGH THE CAREFUL PURCHASE OF EQUIPMENT, THE DEPARTMENT HAS BEEN ABLE TO MAINTAIN A HIGH LEVEL OF SERVICE WITHOUT INCREASING PERSONNEL. EXPANSION AND DEVELOPMENT OF AN ADDITIONAL SECTION IS ON GOING. WE RENOVATED THE GARAGE AND OFFICE. THE CEMETERY ROCK WALL REPLACEMENT WILL BEGIN THE WINTER OF 22'

THE FORESTRY DIVISION IS RESPONSIBLE FOR THE REMOVAL OF DEAD TREES ON PUBLIC PROPERTY. IT ALSO PROVIDES ASSISTANCE IN THE REMOVAL OF BRUSH ALONG THE SIDES OF ROADWAYS AND INTERSECTIONS. THE DEPARTMENT REMOVES APPROXIMATELY 40 TREES PER YEAR.

PERSONAL SERVICE

0097 OVERTIME		\$ 40,635
REQUEST TO PAY FOR TIME WORKED AFTER NORMAL HOURS OR WEEKENDS AS NECESSARY AND ON CALL.		
0291 PARK /CEMETERY/FORESTRY WAGES		\$563,486
REQUESTED TO PAY FOR SALARIES OF 11 PERMANENT FULL TIME EMPLOYEES FOR 52 WEEKS. (2 NEW EMPLOYEES)		
SUB ACCOUNT 008 PERSONAL SERVICE	SUB TOTAL	\$604,121

SALARY SUMMARY

0291	PERMANENT FULL TIME	SALARY
	(3) W-6 MAX FOR 52 WEEKS	\$183,723
	(2) W-4 MAX FOR 52 WEEKS	\$116,178
	(6) W-2 FOR 52 WEEKS	\$263,585 (1 New)
	572 MAN WEEKS	\$563,486
0097	OVERTIME	\$40,635
	TOTAL	\$604,121

EXPENSE SUMMARY

0688	REPAIR & MAINTENANCE BUILDING REQUESTED FOR REPAIR OF BUILDINGS AT RIVERSIDE PARK, MORGAN BOWL, AND CEMETERY	\$ 300
0689	REPAIR & MAINTENANCE EQUIPMENT REQUESTED FOR THE REPLACEMENT AND MAINTENANCE OF THE VARIOUS MOWERS, TRAILERS, TRACTORS, TRIMMERS, SAWS, BLOWERS USED IN THE DAILY OPERATIONS OF THE PARK, CEMETERY AND FORESTRY DEPARTMENTS.	\$ 30,000
0690	RENTAL EQUIPMENT REQUESTED FOR THE PARTIAL RENTAL COST OF A MATERIAL SCREENER, STUMP GRINDING, AND TURF AERATION AS WELL AS PORTABLE TOILET RENTAL @ CEMETERY.	\$ 3,500
0691	LANDSCAPING GENERAL SUPPLIES REQUESTED FOR THE PURCHASE OF FLOWERS, MULCH, GRASS SEED, FERTILIZER, LIME, EACH FIELD HAS BEEN SCHEDULED FOR FOUR (4) FERTILIZER TREATMENTS, TREE SEEDLINGS AND 2½"-3" TREES AS REPLACEMENTS, SOD FOR NEW GRAVES.	\$ 24,500
0692	PAINT REQUESTED FOR THE PURCHASE OF PAINT FOR PRESS BOX, TICKET BOOTH, CONCESSION STAND, THE CLUBHOUSE AT RIVERSIDE PARK.	\$ 100
0693	LUMBER REQUESTED MATERIAL TO REPLACE PARK BENCHES AT ALL LOCATIONS AS REQUIRED.	\$ 500
0695	PAVING MATERIALS REQUESTED FOR THE PURCHASE OF ASPHALT MATERIAL.	\$ 0
0696	CHEMICALS-HERBICIDES REQUESTED FOR THE PURCHASE OF THOSE CHEMICALS USED IN WEED KILLING AND POISON IVY SPRAYING. THE INCREASE OF \$500 IS REQUESTED FOR TRAINING & CHEMICAL SPRAYER.	\$ 2,400
2040	GENERAL SUPPLIES REQUESTED FOR THE PURCHASE OF VARIOUS ITEMS SUCH AS RAKES, SHOVELS, BROOMS, GLOVES, AND CHAINS.	\$ 2,000
SUB ACCOUNT 040 OPERATION EXPENSE		SUB TOTAL \$ 63,300

Budget Worksheet

4215

STREETS

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0099-1 STREET WAGE	\$418,071.85	\$450,114.41	\$532,876.00	\$132,175.67	\$524,957.00	98.51%	
0294-1 STREET OVERTIME	\$36,609.27	\$34,879.15	\$37,784.00	\$27,250.48	\$37,784.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$454,681.12	\$484,993.56	\$570,660.00	\$159,426.15	\$562,741.00	98.61%	
0705-1 R&M BUILDING	\$10,865.89	\$12,883.74	\$24,500.00	\$0.00	\$24,500.00	100.00%	
0707-1 LINE PAINTING	\$28,906.79	\$3,927.00	\$50,000.00	\$17,761.23	\$50,000.00	100.00%	
0708-1 R&M EQUIPMENT	\$23,321.75	\$27,219.26	\$24,000.00	\$1,607.25	\$24,000.00	100.00%	
0709-1 LANDSCAPING GENERAL SUPPLIES	\$8,698.33	\$12,496.84	\$10,000.00	\$3,187.07	\$10,000.00	100.00%	
0710-1 PAINT	\$2,082.36	\$5,639.23	\$3,000.00	\$524.09	\$4,000.00	133.33%	
0711-1 PAPER TISSUES	\$1,674.00	\$1,643.20	\$600.00	\$1,028.28	\$1,500.00	250.00%	
0713-1 PIPEFITTING/TUBING	\$359.24	\$5,142.64	\$1,500.00	\$0.00	\$3,500.00	233.33%	
0714-1 CEMENT	\$2,541.05	\$5,561.13	\$4,000.00	\$3,128.67	\$5,000.00	125.00%	
0715-1 SANDGRAVELSTONE	\$7,211.37	\$7,353.56	\$10,000.00	\$559.12	\$10,000.00	100.00%	
0716-1 PAVING MATERIALS	\$76,590.03	\$79,845.18	\$85,000.00	\$28,482.23	\$90,000.00	105.88%	
0717-1 SIGNS/TRAFFIC CONTROLS	\$14,029.15	\$12,566.72	\$25,000.00	\$601.00	\$25,000.00	100.00%	
0721-1 LUMBER	\$327.84	\$2,662.03	\$2,000.00	\$0.00	\$2,000.00	100.00%	
1236-1 CATCH BASIN CLEANING	\$0.00	\$25,614.75	\$0.00	\$0.00	\$26,000.00		
2041-1 STREET LIGHTING	\$96,407.86	\$61,378.74	\$100,000.00	\$9,088.95	\$100,000.00	100.00%	
3182-1 STREET SWEEPING	\$37,304.58	\$32,048.22	\$60,000.00	\$0.00	\$35,000.00	58.33%	
3345-1 CONSTRUCTION MATERIALS	\$2,176.47	\$2,914.88	\$5,000.00	\$2,078.00	\$5,000.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$312,496.71	\$298,897.12	\$404,600.00	\$68,045.89	\$415,500.00	102.69%	
Total 4215-STREETS	\$767,177.83	\$783,890.68	\$975,260.00	\$227,472.04	\$978,241.00	100.31%	

FY'23 ACCOUNT #4215 PUBLIC WORKS STREET MAINTENANCE

THE STREET DEPARTMENT PROVIDES THE MOST DIVERSE LEVELS OF SERVICE TO THE TOWN. IT IS RESPONSIBLE FOR THE MAINTENANCE OF OVER 90 ROADWAY MILES WHICH INCLUDE DRAINAGE, GUARDRAILS, STREET SIGNS, WARNING SIGNS, REGULATORY SIGNS, TRAFFIC LINE PAINTING, ROADSIDE CLEAN-UP, TRENCH REPAIR, PARKING SPACES, CROSSWALKS, STOP LINES AND TRAFFIC LIGHTS.

THIS ACCOUNT PROVIDES FOR THE ANNUAL SWEEPING OF EACH ROAD AND THE WEEKLY SWEEPING OF THE DOWNTOWN BUSINESS DISTRICT. TRAFFIC LINES, ALL CROSSWALKS, PARKING SPACES AND STOP LINES ARE PAINTED BY A PRIVATE CONTRACTOR ON AN ANNUAL BASIS.

THE REPAIR OF POTHOLES AND SUNKEN TRENCHES IS MOST IMPORTANT IN RESPECT TO THE TOWN'S LIABILITY WITHIN THE ROADWAYS. IF A DANGER WITHIN THE ROADWAY IS NOT REPAIRED WITHIN 24 HOURS OF NOTIFICATION, THEN THE TOWN MAY BE HELD RESPONSIBLE FOR ANY DAMAGE OCCURRING TO THE MOTORING PUBLIC.

THERE ARE APPROXIMATELY 2,521 CATCH BASINS WITHIN THE TOWN. ALL CATCH BASINS WILL BE CLEANED EVERY OTHER YEAR DUE TO THE REDUCTION IN USE OF SAND THROUGHOUT THE WINTER.

THE DEPARTMENT IS RESPONSIBLE FOR THE MAINTENANCE OF APPROXIMATELY 40 MILES OF SIDEWALK. CONCRETE SIDEWALKS ARE STILL BEING REPLACED AS REQUIRED. BROKEN BERM IS REPLACED AS NECESSARY.

THE DEPARTMENT REPLACED 3 FAILED CULVERTS AND THE DETERIORATED WALL ALONG THE ASSABETT RIVER IN FY' 22

PERSONAL SERVICE

0099	STREET WAGES	\$524,957
	REQUESTED TO PAY FOR SALARIES OF 10 PERMANENT FULL TIME EMPLOYEES FOR 52 WEEKS.	
0294	OVERTIME	\$ 37,784
	REQUESTED TO PAY FOR THOSE HOURS WORKED IN EXCESS OF NORMAL HOURS. THIS INCLUDES EARLY MORNING STREET CLEANING ONCE PER WEEK FOR 43 WEEKS, EMERGENCY RESPONSE TO FLOODING CONDITIONS, ACCIDENTS, POT HOLE REPAIRS, TRAFFIC LIGHT REPLACEMENTS, ROADSIDE DEBRIS AND VANDALISM, AND RESURFACING WORK.	
SUB ACCOUNT 008 PERSONAL SERVICE		SUB TOTAL \$562,741

SALARY SUMMARY

0099	PERMANENT FULL TIME	SALARY
	(2) W-6 FOR 52 WEEKS	\$119,611
	(1) W-4 MAX FOR 52 WEEKS	\$58,089
	(7) W-2 FOR 52 WEEKS	\$403,250
	520 MAN WEEKS	\$524,957
0294	OVERTIME	\$ 37,784
TOTAL		\$562,741

EXPENSE SUMMARY

0705	REPAIR & MAINTENANCE BUILDINGS REQUESTED FOR THE GENERAL REPAIR AND MAINTENANCE OF BUILDINGS THAT GARAGE THE PUBLIC WORKS VEHICLES. THE REQUESTED INCREASE IS DUE TO THE NEED TO REPLACE THE GARAGE DOORS IN THE VEHICLE MAINTENANCE BUILDING.	\$ 24,500
0707	PAINTING CONTRACT REQUESTED FOR THE ANNUAL PAINTING OF CROSSWALKS, USAGE OF PAINT/NEW ROADS, STOP LINES, AND STREET LINES THROUGHOUT THE TOWN BY A PRIVATE CONTRACTOR. APPROXIMATELY 175,000 LINEAR FEET OF ROADWAY WILL BE PAINTED.	\$ 50,000
0708	REPAIR & MAINTENANCE EQUIPMENT REQUESTED FOR THE REPLACEMENT AND REPAIR OF VARIOUS EQUIPMENT USED BY THE STREET DEPARTMENT. THIS INCLUDES COMPRESSORS, JACKHAMMERS, SIDEWALK AND STREET SWEEPERS, ROLLERS AND OTHER SMALLER ITEMS.	\$ 24,000
0709	GENERAL SUPPLIES REQUESTED FOR THE PURCHASE OF RAKES, SHOVELS, TAMPERS, WHEELBARROWS, FLASHING LANTERNS, WORK GLOVES, RAINGEAR, BOOTS, ETC.	\$ 10,000
0710	PAINT REQUESTED FOR THE PURCHASE OF PAINT AND MATERIALS FOR USE IN MARKING CURBS AND FENCES. PAINT SUPPLIES TO PAINT HISTORIC DISTRICT CROSSWALKS BRICK RED.	\$ 4,000
0711	PAPER, TISSUE REQUESTED FOR THE PURCHASE OF TOILETRIES AND PAPER WIPING TOWELS FOR THE DEPARTMENT. THE INCREASE OF \$100 IS DUE TO MATERIAL INCREASE.	\$ 1,500
0713	PIPE, TUBING, FITTINGS REQUESTED FOR THE PURCHASE OF PIPES AND POSTS FOR STREET SIGNS.	\$ 3,500
0714	CEMENT REQUESTED FOR THE PURCHASE OF CEMENT USED IN CONSTRUCTION OF DRAINAGE STRUCTURES, HEADWALL REPAIR, SIGN INSTALLATION AND SIDEWALK REPLACEMENT.	\$ 5,000
0715	SAND, GRAVEL, STONE AND SPECIAL GRAVEL REQUESTED FOR THE USE FOR REPAIR OF DIRT ROADWAYS.	\$ 10,000
0716	PAVING MATERIAL REQUESTED FOR THE PURCHASE OF BITUMINOUS CONCRETE FOR THE REPAIR OF SUNKEN DITCHES AND WASH OUTS, COLD PATCH FOR TEMPORARY ROAD REPAIR, BERM AND SIDEWALK REPLACEMENT, AND CRACKSEALING.	\$ 90,000
0717	SIGNS/TRAFFIC CONTROLS REQUESTED FOR THE PURCHASE OF STREET, WARNING SPEED LIMIT AND DIRECTIONAL SIGNS AND REPAIR AND MAINTENANCE OF 18 TRAFFIC CONTROL DEVICES. THE INCREASE IN THIS CATEGORY IS DUE TO THE INCREASE IN THE PRICE OF STEEL.	\$ 25,000
0721	LUMBER REQUESTED FOR THE PURCHASE OF STOCK FOR CONSTRUCTION OF WOODEN HORSES, BARRICADES, STRAPPING FOR WALKWAYS AND DRIVEWAYS AND FORMS FOR CONCRETE SIDEWALKS.	\$ 2,000

1236	CATCH BASIN CLEANING DUE TO REDUCING THE USE OF SAND DURING THE WINTER, CATCH BASIN CLEANING WILL ONLY BE NEEDED EVERY OTHER YEAR.	\$ 26,000
2041	STREET LIGHTING ALL STREET LIGHTS, 18 TRAFFIC SIGNALS, ROTARY CIRCLE AND 27 LIGHTS IN THE SOUTH STREET PARKING LOT.	\$100,000
3182	STREET SWEEPING REQUESTED FOR DISPOSAL OF STREET SWEEPINGS. THE TOWN HAS FOUND A LOCATION THAT WILL ACCEPT THE MATERIAL. THE PROPER DISPOSAL IS REQUIRED BY MASS DEP.	\$ 35,000
0000	REQUESTED NEW ACCOUNT – CONSTRUCTION MATERIAL REQUESTED FOR REPAIR AND MAINTENANCE OF SIDEWALKS AND ADA INDICATOR PADS/FORMS.	\$ 5,000

SUB ACCOUNT 040 OPERATION EXPENSE

SUB TOTAL \$415,500

Budget Worksheet

4219

P.W.D VEHICLE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0100-1 VEHICLE MAINTENANCE WAGE	\$213,703.14	\$185,665.13	\$227,599.00	\$38,461.60	\$225,853.00	99.23%	
0312-1 OVERTIME	\$10,836.05	\$3,758.78	\$8,920.00	\$2,028.75	\$8,920.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$224,539.19	\$189,423.91	\$236,519.00	\$40,490.35	\$234,773.00	99.26%	
0741-1 GENERAL SUPPLIES	\$51,318.26	\$49,989.54	\$35,000.00	\$19,404.56	\$35,000.00	100.00%	
0742-1 TIRES	\$11,533.98	\$17,022.66	\$13,000.00	\$4,887.21	\$15,000.00	115.38%	
0743-1 VEHICLE PARTS	\$84,371.89	\$84,925.61	\$85,000.00	\$16,243.92	\$90,000.00	105.88%	
0744-1 OIL	\$1,409.16	\$6,454.07	\$4,000.00	\$1,181.96	\$5,000.00	125.00%	
0745-1 GREASE	\$492.62	\$2,195.15	\$3,200.00	\$0.00	\$3,200.00	100.00%	
0746-1 STEEL	\$0.00	\$0.00	\$2,500.00	\$0.00	\$3,000.00	120.00%	
<i>Subtotal 040-Operating Expenses</i>	\$149,125.91	\$160,587.03	\$142,700.00	\$41,717.65	\$151,200.00	105.96%	
Total 4219-P.W.D VEHICLE	\$373,665.10	\$350,010.94	\$379,219.00	\$82,208.00	\$385,973.00	101.78%	

FY'23

ACCOUNT 4219

PUBLIC WORKS

VEHICLE MAINTENANCE

THE VEHICLE MAINTENANCE GARAGE IS RESPONSIBLE FOR THE REPAIR OF OVER SEVENTY-FIVE PIECES OF EQUIPMENT WITH A REPLACEMENT VALUE IN EXCESS OF THREE MILLION DOLLARS. THE GARAGE IS STAFFED BY ONE CHIEF MECHANIC (W-7) AND THREE MECHANICS (W-4). PREVENTATIVE MAINTENANCE IS PERFORMED ON A SCHEDULED BASIS AND MAJOR REPAIRS AS REQUIRED. ADDITIONAL DAILY MAINTENANCE IS PERFORMED BY THE STAFF ON POLICE, BUILDING, EXECUTIVE ASSISTANT, RECREATION AND COUNCIL ON AGING VEHICLES. OUTSIDE SERVICES ARE USED IN SITUATIONS WHERE THE STAFF IS NOT CAPABLE OR UNEQUIPPED TO PERFORM THE NECESSARY WORK. SOME ADDITIONAL WORK HAS BEEN PERFORMED ON FIRE VEHICLES. IT IS NECESSARY TO BUDGET FOR INSPECTION STICKERS BY AN OUTSIDE CONTRACTOR AS THIS IS UNABLE TO BE PERFORMED BY DPW STAFF DUE TO COMMONWEALTH OF MASSACHUSETTS REQUIREMENTS.

PERSONAL SERVICE

0100 VEHICLE MAINTENANCE WAGES \$225,853

REQUESTED TO PAY FOR SALARIES OF 4 PERMANENT FULL TIME EMPLOYEES FOR 52 WEEKS.

0312 OVERTIME \$8,920

REQUESTED TO PAY FOR THOSE HOURS WORKED IN EXCESS OF NORMAL HOURS. THESE INCLUDE WORK NECESSARY TO BE PERFORMED ON EQUIPMENT REQUIRED TO BE BACK IN SERVICE AS QUICKLY AS POSSIBLE, THE HOURS WORKED TRANSPORTING PARTS ON EMERGENCY BASIS, AND CALL-BACKS TO REPAIR BROKEN DOWN EQUIPMENT ON JOB SITES.

SUB ACCOUNT 008 PERSONAL SERVICE

SUB TOTAL

\$234,773

SALARY SUMMARY

0100	PERMANENT FULL TIME	SALARY
	(1) W-7 MAX FOR 52 WEEKS	\$ 63,371
	(1) W-4 STEP II FOR 52 WEEKS	\$ 52,729
	(1) W-4 STEP III FOR 52 WEEKS	\$ 54,792
	(1) W-4 STEP III FOR 52 WEEKS	\$ 54,961
	208 MAN WEEKS	\$ 225,853
0312	OVERTIME	\$ 8,920
	TOTAL	\$234,773

FY'22 ACCOUNT 4219 PUBLIC WORKS VEHICLE MAINTENANCE

EXPENSE SUMMARY

0741	GENERAL SUPPLIES	\$ 35,000
	REQUESTED FOR THE PURCHASE OF ITEMS SUCH AS NUTS, BOLTS, WASHERS, TOOLS, FLOOR JACKS, TRUCK STANDS, NUMBER DECALS, PAINT, ETC. THE REQUESTED \$1,500 INCREASE IS DUE TO AN INCREASE IN PRICES ON PARTS.	
0742	TIRES	\$ 15,000
	REQUESTED FOR THE PURCHASE OF REPLACEMENT TIRES FOR ALL EQUIPMENT	
0743	VEHICLE PARTS	\$ 90,000
	REQUESTED FOR THE PURCHASE OF VARIOUS ITEMS ASSOCIATED WITH THE REPAIR OF PUBLIC WORKS VEHICLES. THIS INCLUDES BRAKES, MUFFLER, WHEELS, DOORS, WINDOWS, FENDERS, SPRINGS, SHOCKS, ETC. AND \$4,915 FOR INSPECTION STICKERS. THE REQUESTED INCREASE IS DUE TO AN INCREASE IN PRICES ON PARTS.	
0744	LUBRICATION OIL	\$ 5,000
	REQUESTED FOR THE PURCHASE OF OIL AND HYDRAULIC FLUID.	
0745	LUBRICATION GREASE	\$ 3,200
	REQUESTED FOR THE PURCHASE OF GREASE FOR PUBLIC WORKS VEHICLES.	
0746	STEEL	\$ 3,000
	REQUESTED FOR THE PURCHASE OF STOCK USE IN THE REPAIR OF VEHICLES, SANDER BODIES, DUMP BODIES AND PLOWS. THE REQUESTED \$500 INCREASE IS DUE TO THE RISING COST OF STEEL PRICES.	

SUB ACCOUNT 040 OPERATION EXPENSE

SUB TOTAL \$ 151,200

Budget Worksheet

4230

HIGHWAY SNOW & ICE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0310-1 OVERTIME	\$90,488.15	\$163,116.54	\$131,797.00	\$1,511.44	\$131,797.00	100.00%	
3757-1 MEALS ALLOWANCE	\$2,306.00	\$3,918.00	\$4,000.00	\$180.00	\$0.00	0.00%	
<i>Subtotal 008-Personal Services</i>	\$92,794.15	\$167,034.54	\$135,797.00	\$1,691.44	\$131,797.00	97.05%	
0303-1 R&M EQUIPMENT	\$31,879.91	\$66,540.26	\$16,500.00	\$8,208.46	\$16,500.00	100.00%	
0305-1 VEHICLE MAINTENANCE	\$16,425.89	\$31,625.78	\$20,000.00	\$68.84	\$20,000.00	100.00%	
0730-1 RENTAL OF EQUIPMENT	\$66,636.50	\$106,151.00	\$68,500.00	\$0.00	\$68,500.00	100.00%	
0733-1 GENERAL SUPPLIES	\$2,983.41	\$2,136.78	\$1,000.00	\$0.00	\$1,000.00	100.00%	
0734-1 SALT CALCIUM	\$143,456.61	\$209,416.09	\$93,700.00	\$0.00	\$93,700.00	100.00%	
0735-1 LUMBER	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%	
0736-1 PAVING MATERIALS	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%	
3183-1 LIQUID CALCIUM	\$13,120.00	\$8,605.10	\$12,000.00	\$0.00	\$12,000.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$274,502.32	\$424,475.01	\$212,700.00	\$8,277.30	\$212,700.00	100.00%	
Total 4230-HIGHWAY SNOW & ICE	\$367,296.47	\$591,509.55	\$348,497.00	\$9,968.74	\$344,497.00	98.85%	

THE REMOVAL OF SNOW AND ICE FROM THE TOWN'S WAYS BECOMES THE MAJOR RESPONSIBILITY OF THE DEPARTMENT FOR THE WINTER PERIOD. PREPARATION BEGINS EARLY WITH THE CHECKING AND REPAIRING OF EQUIPMENT, THE ASSIGNMENTS OF ROUTES AND GENERAL PROCEDURE INSTRUCTIONS TO EMPLOYEES. AS EACH STORM IS DIFFERENT, THE APPROACH FOR TREATMENT OR REMOVAL MUST BE FLEXIBLE TO OPERATE, YET MAINTAIN THE POLICY OF PROVIDING ADEQUATE, SAFE PASSAGE FOR THE PUBLIC.

EIGHT TRUCKS ARE USED FOR PRIMARY TREATMENT WITH EITHER SALT OR SAND/SALT MIX. DURING PLOWING OPERATIONS 30 TOWN TRUCKS, 3 TOWN LOADERS AND 9 PRIVATE TRUCKS ARE USED FOR THE CLEARING OF STREETS, PARKING LOTS, PUBLIC BUILDINGS AND SCHOOLS. SNOW IS REMOVED FROM THE BUSINESS DISTRICT AFTER EACH STORM. ADDITIONAL STREETS HAVE SNOW REMOVED AS TIME PERMITS ON A SCHOOL WALK ROUTE PRIORITY BASIS.

FOUR SIDEWALK TRACTORS WILL PLOW APPROXIMATELY 20 MILES OF SIDEWALK AFTER EACH SNOWSTORM.

IN FY 21' APPROXIMATELY 9,058 GALLONS OF LIQUID CALCIUM AND 3,666 TONS OF SALT WERE PURCHASED FOR WINTER OPERATIONS. SNOW ACCUMULATION WAS APPROXIMATELY 47.9 INCHES AS MEASURED AT THE D.P.W. YARD.

PERSONAL SERVICE

0300 SNOW & ICE SALARIES		\$ 0
0310 OVERTIME		\$131,797
REQUESTED TO PAY FOR THOSE HOURS WORKED IN EXCESS OF 40 HOURS. MOST SANDING OPERATIONS OCCUR DURING THE NIGHT AFTER MELTING DAYTIME TEMPERATURES. THE REMOVAL OF SNOW FROM THE DOWNTOWN AREA IS UNDERTAKEN AFTER MIDNIGHT AND BEFORE 6:00 A.M. MOST STORMS HISTORICALLY OCCUR AT NIGHT, ON HOLIDAYS OR WEEKENDS REQUIRING THE PAYMENT OF OVERTIME. THIS WILL INCREASE WHEN UNION CONTRACTS ARE NEGOTIATED.		
3757 MEAL SLIPS		\$4,000
SUB ACCOUNT 008 PERSONAL SERVICE	SUB TOTAL	\$135,797

SALARY SUMMARY

0310	OVERTIME	\$131,797
	TOTAL	\$135,797

EXPENSE SUMMARY

0303	REPAIR AND MAINTAIN EQUIPMENT REQUESTED FOR THE REPAIR OF 43 PLOWS AND NEW PLOW BLADES. THE REQUESTED INCREASE ACCOUNTS FOR AN INCREASE IN REPAIR COSTS.	\$ 16,500
0305	VEHICLE REPAIRS REQUESTED FOR THE PORTION OF THE VEHICLE MAINTENANCE REQUIRED PRIOR TO AND DURING THE WINTER OPERATIONS. THIS INCLUDES REPAIRS ON ALL PLOW TRUCKS, SANDERS, SIDEWALK TRACTORS, SNOW BLOWERS AND LOADERS. THE REQUESTED INCREASE ACCOUNTS FOR AN INCREASE IN REPAIR COSTS.	\$ 20,000
0730	RENTAL EQUIPMENT REQUESTED FOR THE HIRING OF PRIVATE CONTRACTORS USED IN THE PLOWING AND REMOVAL OF SNOW FROM THE PUBLIC WAYS. THE COST FOR PRIVATE EQUIPMENT RENTAL IN FY'17 WAS \$82,742.	\$ 68,500
0733	GENERAL SUPPLIES REQUESTED FOR GENERAL SUPPLIES USED DURING THE WINTER OPERATION. THIS INCLUDES SNOW SHOVELS, CHAINS, SIGNS, ETC.	\$ 1,000
0734	SALT REQUESTED FOR THE PURCHASE OF SALT USED DURING WINTER OPERATION. THERE WERE APPROXIMATELY 1,756 TONS PURCHASED IN FY '20 AT A COST OF \$49.50 PER TON. FY'21 PRICING WILL BE \$47.50 PER TON.	\$ 93,700
0735	LUMBER REQUESTED FOR THE PURCHASE OF STOCK USED FOR SNOWBOARDS ON DUMP TRUCKS.	\$ 500
0736	PAVING MATERIALS REQUESTED FOR THE PURCHASE OF COLD PATCH FOR WINTER REPAIRS AND BITUMINOUS CONCRETE FOR PLOW DAMAGE REPAIRED IN THE SPRING.	\$ 500
3183	LIQUID CALCIUM REQUESTED FOR THE PURCHASE OF LIQUID DEICING CHEMICALS USED DURING WINTER OPERATION. THERE WERE APPROXIMATELY 4,500 GALLONS OF LIQUID CALCIUM AT A COST OF \$0.89 PER GALLON PURCHASED IN FY '17.	\$ 12,000

SUB ACCOUNT 040 OPERATION EXPENSE

SUB TOTAL

\$212,700

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0102-1 SEWER WAGE	\$542,167.94	\$603,431.07	\$650,495.00	\$165,157.80	\$653,294.00	100.43%	
0188-1 OVERTIME	\$52,888.18	\$72,969.15	\$70,180.00	\$19,087.24	\$70,180.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$595,056.12	\$676,400.22	\$720,675.00	\$184,245.04	\$723,474.00	100.39%	
0311-1 CONSTRUCTION MATERIALS	\$8,809.72	\$6,249.93	\$15,000.00	\$2,370.60	\$20,000.00	133.33%	
0668-1 ALARMS	\$980.50	\$658.93	\$3,200.00	\$188.26	\$3,200.00	100.00%	
0764-1 TECHNICAL ASSISTANCE	\$31,415.20	\$18,973.44	\$15,000.00	\$3,338.97	\$20,000.00	133.33%	
0765-1 R&M BUILDING	\$23,359.33	\$11,809.17	\$18,000.00	\$5,985.24	\$18,000.00	100.00%	
0766-1 R&M EQUIPMENT	\$120,321.23	\$119,867.25	\$113,000.00	\$18,845.32	\$130,000.00	115.04%	
0768-1 CHEMICALS	\$303,096.77	\$295,367.97	\$430,000.00	\$55,599.90	\$430,000.00	100.00%	
0769-1 GENERAL SUPPLIES	\$28,075.94	\$27,357.39	\$30,000.00	\$9,880.99	\$30,000.00	100.00%	
0771-1 PIPETUBING/FITTING	\$2,252.04	\$2,315.22	\$10,000.00	\$1,541.42	\$10,000.00	100.00%	
0772-1 HOSES & RODS	\$436.12	\$586.06	\$2,500.00	\$0.00	\$2,500.00	100.00%	
0773-1 LABORATORY TESTS	\$12,800.86	\$15,103.77	\$23,500.00	\$7,218.16	\$23,500.00	100.00%	
0777-1 SANDGRAVEL/STONE	\$0.00	\$0.00	\$1,000.00	\$1,688.40	\$1,000.00	100.00%	
1445-1 SLUDGE DISPOSAL	\$480,202.45	\$367,214.65	\$498,000.00	\$72,987.63	\$498,000.00	100.00%	
2042-1 SEWER POWER	\$225,900.51	\$240,259.79	\$232,000.00	\$41,824.42	\$246,300.00	106.16%	
2764-1 W/S BILLING	\$7,219.42	\$7,142.79	\$6,500.00	\$1,809.73	\$6,500.00	100.00%	
2765-1 HEATING GAS	\$23,488.60	\$22,486.40	\$21,000.00	\$1,060.20	\$31,000.00	147.62%	
<i>Subtotal 040-Operating Expenses</i>	\$1,268,358.69	\$1,135,392.76	\$1,418,700.00	\$224,339.24	\$1,470,000.00	103.62%	
Total 4400-SEWER COLLECT/DISPOSAL	\$1,863,414.81	\$1,811,792.98	\$2,139,375.00	\$408,584.28	\$2,193,474.00	102.53%	

FY'23

ACCOUNT #4400

PUBLIC WORKS

SEWER MAINTENANCE

THE SEWER DEPARTMENT UNDER THE SUPERVISION OF THE CHIEF OPERATOR WAS RESPONSIBLE FOR THE TREATMENT OF OVER 517 MILLION GALLONS OF SEWAGE IN FY '22, THE MAINTENANCE OF THE TREATMENT PLANT, FOURTEEN SEWER PUMP STATIONS AND APPROXIMATELY 50 MILES OF SEWER PIPES. THE OPERATION MUST COMPLY WITH BOTH STATE AND FEDERALLY MANDATED DISCHARGE PERMIT REQUIREMENTS, WHICH CONTAIN EXPLICIT FINES FOR NON-COMPLIANCE. THE PLANT IS OPERATED SEVEN DAYS PER WEEK WITH EACH PUMP STATION ALSO BEING CHECKED DAILY. PREVENTATIVE MAINTENANCE ON ALL EQUIPMENT IS PERFORMED BY PLANT MAINTENANCE PERSONNEL. DAILY LABORATORY WORK IS NOW DONE BY THE ASSISTANT CHIEF OPERATOR. THE DEPARTMENT RESPONDED TO 28 COMPLAINTS WITH 25 MAIN STOPPAGES IN FY '22. THE DISPOSAL OF SLUDGE IS ACCOMPLISHED IN AN APPROVED, ENVIRONMENTALLY SOUND MANNER BY HAVING IT TRANSPORTED BY A PRIVATE FIRM TO AN APPROVED LANDFILL SITE. THE I/I STUDY HAS IDENTIFIED THOSE GENERAL AREAS WHERE MITIGATING MEASURES MUST BE UNDERTAKEN TO REMOVE EXCESS WATER THAT INCREASES OPERATION COST. THIS REMOVAL HAS RESULTED IN AN 18% AVERAGE DAILY FLOW REDUCTION OVER THE PAST SEVERAL YEARS. THIS YEAR THERE ARE ADDITIONAL TESTING REQUIREMENTS ESTABLISHED BY THE EPA AND DEP IN ORDER TO MEET WATER QUALITY TOXICITY DISCHARGE LIMITS.

PERSONAL SERVICE

0102	SEWER WAGES REQUESTED TO PAY FOR THE SALARIES OF THE OPERATOR, ASSISTANT OPERATOR, 7 FULL TIME EMPLOYEES FOR 52 WEEKS AND 3 EMPLOYEES FOR 26 WEEKS.	\$653,294
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0188	OVERTIME REQUESTED TO PAY FOR THOSE HOURS WORKED IN EXCESS OF 40 HOURS. THESE INCLUDE THE OPERATION OF THE PLANT AND CHECKING OF PUMP STATIONS ON WEEKENDS AND HOLIDAYS, THE RELIEVING OF MAIN BLOCKAGES AT NIGHT, WEEKENDS AND HOLIDAYS THE RESPONSE TO STATION ALARMS AT NIGHT, AND ON-CALL REQUIREMENTS.	\$70,180
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SUB ACCOUNT 008 PERSONAL SERVICE	SUB TOTAL	\$723,474
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SALARY SUMMARY

0102	PERMANENT FULL TIME	SALARY
	OPERATOR M-7 STEP VIII FOR 52 WEEKS	\$ 91,290
	ASST OPERATOR M-6 STEP VIII FOR 52 WEEKS	\$ 73,187
	(3) W-7 MAX FOR 52 WEEKS	\$ 190,113
	(1) W-5 MAX FOR 52 WEEKS	\$ 59,029
	(2) W-3, 1MAX FOR 52 WEEKS	\$106,239
	(1) W-2 MAX FOR 52 WEEKS	\$ 48,703
	(1) W-6 MAX FOR 26 WEEKS	\$ 30,621
	(1) W-4 MAX FOR 26 WEEKS	\$29,045
	(1) W-2 MAX FOR 26 WEEKS	\$ 25,067
	546 MAN WEEKS	\$ 653,294
0188	OVERTIME	\$ 70,180
	TOTAL	\$ 723,474

FY'23 ACCOUNT #4400 PUBLIC WORKS SEWER MAINTENANCE

EXPENSE SUMMARY

0311	CONSTRUCTION MATERIALS REQUESTED FOR THE PURCHASE OF CEMENT, CONCRETE BLOCK AND BRICK USED IN THE CONSTRUCTION AND REPAIR OF SEWER MANHOLES. AN INCREASE IS REQUESTED FOR REPAIR AND UPGRADES TO THE DRAINAGE SYSTEM ON FLORENCE AND GREEN STREET, AN AREA PRONE TO SEVERE FLOODING.	\$ 20,000
0668	ALARMS REQUESTED TO PAY FOR MAINTENANCE OF THE SCADA ALARM SYSTEM AT FIVE (5) PUMP STATIONS CONNECTED TO THE TREATMENT PLANT.	\$ 3,200
0764	TECHNICAL ASSISTANCE REQUESTED FOR TECHNICAL SERVICES USED IN THE OPERATION OF THE WASTEWATER TREATMENT FACILITY AND IN ORDER TO MEET MS4 STORM WATER REQUIREMENTS.	\$ 20,000
0765	REPAIR & MAINTAIN BUILDING REQUESTED FOR THE ANNUAL MAINTENANCE OF THE THREE TREATMENT BUILDINGS, FOURTEEN PUMPING STATIONS AND GARAGE AREA.	\$ 18,000
0766	REPAIR AND MAINTAIN EQUIPMENT REQUESTED FOR THE ANNUAL MAINTENANCE ON ALL OPERATING EQUIPMENT CONTAINED WITHIN THE ABOVE BUILDINGS. THIS INCLUDES ALL MOTORS, PUMPS, GENERATORS, PIPING, COMPRESSORS, METERS, MUNICIPAL DR STATION, ETC.	\$ 130,000
0768	CHEMICALS REQUESTED FOR THE PURCHASE OF FERRIC CHLORIDE, CAUSTIC SODA, POLYMER, MURIATIC ACID, LIME, HYPOCHLORITE, ODOR CONTROL, WEED KILLER, DEGREASER, ENZYMES, SODIUM METABISULFITE, ETC. USED IN THE TREATMENT AND MAINTENANCE OF SEWAGE. THIS PRICE HAS DECREASED DUE TO JOINING THE CHEMICAL CONSORTIUM AND TO OPERATING EFFICIENCIES.	\$430,000
0769	GENERAL BUILDING SUPPLIES REQUESTED FOR THE PURCHASE OF LABORATORY SUPPLIES, CLEANING AGENTS, TOILETRIES, TOWELS, LIGHT BULBS, WELDING SUPPLIES, ETC.	\$ 30,000
0771	PIPES, TUBING, FITTINGS REQUESTED FOR THE PURCHASE OF PIPING, ELBOWS, TEES, SADDLES, ETC. USED IN THE REPAIR OF BROKEN SEWER SERVICES.	\$ 10,000
0772	HOSES AND RODS REQUESTED FOR THE PURCHASE OF HOSES FOR THE SEWER JET AND METAL RODS FOR THE CLEANING OF PIPES.	\$ 2,500
0773	LABORATORY REQUESTED FOR OUTSIDE SERVICES TO PERFORM TESTS ON SAMPLES ON A MONTHLY BASIS FOR COPPER AND PHOSPHORUS. THESE ARE TESTS THAT ARE UNABLE TO BE PERFORMED IN OUR OWN LAB. TOXICITY TESTS ARE STILL REQUIRED BY THE EPA TO BE PERFORMED 4 TIMES PER YEAR. ADDITIONAL TESTING HAS BEEN REQUIRED AGAIN THIS YEAR FOR THE RIVER STUDY.	\$ 23,500
0777	SAND, GRAVEL, STONE REQUESTED FOR THE PURCHASE OF SAND AND STONE USED IN THE REPAIR OF SEWER BREAKS, SERVICE INSTALLATION AND ROAD REPAIRS.	\$ 1,000
1445	SLUDGE DISPOSAL REQUESTED FOR THE DISPOSALS AT A COMPOSTING FACILITY @ \$185.00 PER TON.	\$498,000
2042	SEWER POWER REQUESTED FOR THE YEAR-ROUND OPERATION OF THE WASTEWATER TREATMENT PLANT, GARAGES AND 14 PUMPING STATIONS.	\$ 246,300

2764 SEWER BILLING		\$ 6,500
REQUESTED FOR 50% PURCHASE OF AND POSTAGE FOR 5,500 WATER AND SEWER BILLS SENT QUARTERLY.		
2765 SEWER FUEL-HEATING GAS		\$ 31,000
REQUESTED FOR THE HEATING AND REPAIR OF THE HEATING SYSTEM OF THE WASTEWATER TREATMENT PLANT AND TEN PUMP STATIONS.		
SUB ACCOUNT 040 OPERATION EXPENSE	SUB TOTAL	\$ 1,470,000

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0127-1 MAINTENANCE WAGE	\$532,566.04	\$601,586.99	\$759,411.00	\$173,724.80	\$820,352.00	108.02%	
0128-1 OVERTIME	\$89,983.62	\$84,496.56	\$85,790.00	\$13,613.45	\$85,790.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$622,549.66	\$686,083.55	\$845,201.00	\$187,338.25	\$906,142.00	107.21%	
0731-1 TECHNICAL ASSISTANCE	\$17,299.47	\$22,625.90	\$15,000.00	\$7,298.75	\$20,000.00	133.33%	
0747-1 LABORATORY TEST	\$85,837.04	\$72,828.46	\$44,000.00	\$12,932.99	\$75,000.00	170.45%	
0748-1 R&M BUILDINGS	\$20,536.86	\$25,914.57	\$15,000.00	\$16,343.52	\$20,000.00	133.33%	
0749-1 R&M EQUIPMENT	\$108,653.62	\$92,609.59	\$140,000.00	\$20,437.52	\$140,000.00	100.00%	
0750-1 TELEMETERS	\$5,130.11	\$4,075.41	\$4,000.00	\$653.12	\$4,000.00	100.00%	
0751-1 GENERAL SUPPLIES	\$15,639.88	\$26,945.96	\$25,000.00	\$4,758.44	\$25,000.00	100.00%	
0752-1 CHEMICALS	\$214,459.75	\$217,320.15	\$278,000.00	\$45,054.39	\$290,000.00	104.32%	
0753-1 PAINT	\$83.77	\$0.00	\$500.00	\$0.00	\$500.00	100.00%	
0754-1 MEALS	\$109.79	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%	
0755-1 PIPETUBINGFITTING	\$76,017.70	\$75,641.80	\$65,000.00	\$22,186.73	\$75,000.00	115.38%	
0756-1 CONCRETE BLOCKS	\$47.96	\$51.36	\$500.00	\$129.38	\$500.00	100.00%	
0757-1 TAXES	\$20,230.97	\$20,230.97	\$21,000.00	\$0.00	\$21,000.00	100.00%	
0761-1 SANDGRAVELSTONE	\$275.00	\$196.88	\$950.00	\$0.00	\$950.00	100.00%	
0762-1 PAVING MATERIALS	\$3,120.70	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%	
1234-1 DEP ASSESSMENT	\$4,617.36	\$5,094.15	\$6,800.00	\$0.00	\$6,800.00	100.00%	
1617-1 SLUDGE DISPOSAL	\$0.00	\$0.00	\$35,000.00	\$0.00	\$35,000.00	100.00%	
1896-1 CONTRACT SERVICES	\$7,318.92	\$11,463.96	\$10,000.00	\$0.00	\$10,000.00	100.00%	
2043-1 WATER POWER	\$183,285.39	\$223,877.89	\$188,000.00	\$33,713.49	\$230,000.00	122.34%	
2766-1 W/S BILLING	\$6,156.91	\$7,063.62	\$10,800.00	\$1,809.73	\$10,800.00	100.00%	
2767-1 HEATING GAS	\$24,099.00	\$17,468.79	\$2,550.00	\$855.89	\$25,500.00	1000.00%	
2768-1 HEATING OIL	\$9,169.91	\$11,025.92	\$11,000.00	\$0.00	\$11,200.00	101.82%	
3347-1 WELL MAINTENANCE	\$0.00	\$41,238.00	\$50,000.00	\$0.00	\$50,000.00	100.00%	
3842-1 WATER TREATMENT MEDIA	\$0.00	\$0.00	\$450,000.00	\$0.00	\$450,000.00	100.00%	

Budget Worksheet

4500

WATER DEPARTMENT

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
<i>Subtotal 040-Operating Expenses</i>	\$802,090.11	\$875,673.38	\$1,379,600.00	\$166,173.95	\$1,507,750.00	109.29%	
Total 4500-WATER DEPARTMENT	\$1,424,639.77	\$1,561,756.93	\$2,224,801.00	\$353,512.20	\$2,413,892.00	108.50%	

THE WATER DEPARTMENT SUPPLIED THE TOWN IN FY'21 WITH OVER 574 MILLION GALLONS OF WATER FROM 7 SOURCES: ONE SURFACE RESERVOIR AND 5 SUBSURFACE WELLS. THERE ARE 5 STORAGE TANKS AND 8 PRESSURE BOOSTER PUMP STATIONS WHICH PROVIDED ADDITIONAL CAPABILITIES FOR FIRE PROTECTION AND THOSE TIMES WHEN THE DEMAND EXCEEDS THE ABILITY OF THE SYSTEM TO SUPPLY THE DISTRIBUTION SYSTEM. EACH SOURCE IS CHECKED DAILY FOR CONTINUOUS OPERATION AND THE ADDITION OF REQUIRED CHEMICALS. MONTHLY AND QUARTERLY TESTS ARE TAKEN TO ASSURE THE QUALITY OF THE WATER IS CONSISTENT WITH APPLICABLE WATER QUALITY STANDARDS AS OUTLINED BY DEP. MONTHLY TESTS WERE PERFORMED FOR COLI-FORM, QUARTERLY TESTS FOR PFC'S, PESTICIDES, NITRATES, SYNTHETIC, AND VOLATILE ORGANIC AND INORGANIC ELEMENTS. TOTAL WATER QUALITY TESTING IS OVER 2400 ANNUALLY. COPIES OF ALL TEST RESULTS ARE AVAILABLE FOR INSPECTION IN THE PUBLIC WORKS OFFICE. THE 2020 ANNUAL DRINKING WATER QUALITY REPORT WAS MAILED TO ALL RESIDENCES IN JUNE OF 2021 AS REQUIRED BY DEP. THIS REPORT, AS WELL AS WATER DROUGHT CONDITIONS, CAN BE FOUND ON THE TOWN'S WEBSITE

THE METERING OF THE WATER PROVIDES REVENUE TO THE TOWN. THREE PERSONNEL READ METERS THREE TIMES PER YEAR AND ONE READING IS ESTIMATED FOR BILLING PURPOSES. THE DISTRIBUTION SYSTEM CONTAINS OVER 95 MILES OF PIPE IN VARIOUS SIZES BETWEEN 6" AND 18" DIAMETER. THERE ARE OVER 1042 HYDRANTS THAT PROVIDE FIRE PROTECTION THROUGHOUT THE TOWN.

THE REQUIREMENTS REGARDING THE OPERATION OF THE WATER SYSTEM HAVE BECOME MORE COMPLICATED WITH STRICTER REQUIREMENTS THAN PREVIOUSLY IN EFFECT. THE CURRENT GROUNDWATER SOURCES OF WATER CONTAIN HIGHER LEVELS OF IRON AND MANGANESE WHICH NECESSITATE ADDITIONAL TREATMENT AND REMOVAL. THESE PROBLEMS ARE BEING ADDRESSED BY TREATMENT AND FILTRATION AT THE CHESTNUT STREET FILTRATION PLANT. THE WATER MANAGEMENT ACT PERMIT IS CURRENTLY UNDER REVIEW BY DEP. PRELIMINARY INDICATIONS ARE THAT THE TOTAL PERMITTED VOLUME OF WITHDRAWAL WILL BE REDUCED FROM CURRENT PERMIT CONDITIONS. ADDITIONAL WATER USE RESTRICTIONS MAY BE PART OF THE RENEWED PERMIT AS WELL AS OTHER MITIGATING MEASURES.

TESTING REQUIREMENTS FOR BACKFLOW DEVICES REQUIRE THAT THE TOWN ANNUALLY INSPECT EVERY DEVICE. A \$50.00 TEST FEE IS CHARGED FOR THE 1,800 DEVICES REQUIRED TO BE TESTED ANNUALLY BY THE TOWN.

CRANBERRY WELL GAC PFAS REMOVAL SYSTEM: THIS SYSTEM HAS BEEN ONLINE SINCE JULY 11, 2019. ALL SAMPLING RESULTS FOR FINISHED WATER HAVE BEEN NEGATIVE FOR PFAS. CHESTNUT STREET RESIN PFAS REMOVAL SYSTEM: THE CHESTNUT TREATMENT PLANT HAS BEEN ONLINE SINCE 07/29/2019. ALL SAMPLING RESULTS FOR FINISHED WATER HAVE BEEN NEGATIVE FOR PFAS. THE ADDITION OF THE CRANBERRY WELL AND CHESTNUT ST WTP GAC AND RESIN TREATMENT SYSTEMS HAS UPGRADED OUR CHESTNUT ST WTP FROM A 2T TO A 3T. THIS POINT BASED SYSTEM THAT ANALYZES THE COMPLEXITY OF THE SYSTEM. STAFFING REQUIREMENTS AND LICENSES HELD BY STAFF WILL HAVE TO INCREASE ACCORDINGLY. ADDITION OF A NEW LINE ITEM (WATER TREATMENT MEDIA) TO INCLUDE THE CARBON FOR CRANBERRY FILTRATION AND RESIN FOR CHESTNUT FILTRATION.

PERSONAL SERVICE

0127	WATER MAINTENANCE WAGES	\$820,352
	REQUESTED TO PAY THE SALARIES OF THE CHIEF OPERATOR, ASSISTANT CHIEF OPERATOR AND 12 FULL TIME EMPLOYEES FOR 52 WEEKS, AND 3 FULL TIME EMPLOYEES FOR 26WEEKS.	
0128	OVERTIME	\$85,790
	REQUESTED TO PAY FOR THOSE HOURS WORKED IN EXCESS OF 40 HOURS. THESE HOURS INCLUDE WEEKEND AND HOLIDAY INSPECTION OF PUMPING STATIONS AND DISTRIBUTION SYSTEM, RESPONSE TO WATER BREAKS AND BROKEN WATER SHUT-OFFS/METERS, METER READING OR REPLACEMENT, MAN ON-CALL AND AN AFTER HOURS ESTIMATED GATES POND WATER FILTRATION PLANT OPERATION OF 250 HOURS. PAYMENT OF EXCESS COMP TIME FOR SALARIED OPERATORS.	

SALARY SUMMARY

0127 PERMANENT FULL TIME	SALARY
CHIEF OPERATOR M-7 STEP VI FOR 52 WEEKS	\$ 91,290
ASST. CHIEF OPER. M-6 STEP VI FOR 52 WEEKS	\$ 82,991
(1) W-7 MAX FOR 52 WEEKS	\$ 63,371
(1) W-6 MAX FOR 52 WEEKS	\$ 61,242
(1) W-4 MAX FOR 52 WEEKS	\$ 58,089
(4) W-2 AT STEPS II FOR 52WEEKS	\$198,063
(1) W-6 MAX FOR 26 WEEKS	\$ 30,621
(1) W-2 MAX FOR 26 WEEKS	\$ 25,067
(1) W-4, MAX FOR 26 WEEKS	\$ 29,045
(1) W-4 BACKFLOW INSPECTOR FOR 52 WEEKS	\$ 58,089
(1) W-4 OPERATOR IN TRAINING FOR 52 WEEKS WILL TRANSITION TO W-6 AFTER TRAININ	\$ 61,242
(1)W-6 OPERATOR FOR 52 WEEKS	\$61,242
494 MAN WEEKS	\$ 820,352
0128 OVERTIME	\$ 85,790
TOTAL	\$ 906142

0731	TECHNICAL ASSISTANCE LEAK DETECTION SERVICE FOR 100% OF DISTRIBUTION SYSTEM AND NEW REQUIREMENT FOR ANNUAL TANK INSPECTIONS	\$ 20,000
0747	LABORATORY REQUESTED FOR THE REQUIRED TESTING BY A PRIVATE LABORATORY OF THE TOWN'S WATER, MONTHLY TESTING IS PERFORMED FOR COLIFORM; QUARTERLY TESTING IS REQUIRED FOR VOC'S, TRIHALOMETHANES, NITRATES, SYNTHETIC ORGANICS, UNREGULATED ORGANICS AND UNREGULATED INORGANICS; AND ANNUAL TESTING IS REQUIRED FOR INORGANICS, ASBESTOS, RADIONUCLIDES, AND SECONDARY CONTAMINANTS, LEAD AND COPPER. NEW UCMR 4 MONITORING REQUIREMENT, ALONG WITH PFOA TESTING	\$ 75,000
0748	REPAIR & MAINTAIN BUILDING REQUESTED FOR THE ANNUAL MAINTENANCE OF BUILDINGS AT FIVE WELLS, TWO PUMP STATIONS, TWO FILTRATION PLANTS AND STORAGE GARAGES.	\$ 20,000
0749	REPAIR AND MAINTAIN EQUIPMENT REQUESTED FOR THE MAINTENANCE OF THE EQUIPMENT USED IN SUPPLYING THE TOWN'S WATER SYSTEM. CHESTNUT WELL #1 AND KANE WELL ARE SCHEDULED FOR CLEANING AND REPAIR.	\$140,000
0750	TELEMETERS REQUESTED FOR THE COST OF OPERATING THE TELEMETER LINES BETWEEN THE WELLS, TANKS, PUMP STATIONS, FILTRATION PLANTS AND THE PUBLIC WORKS OFFICE.	\$ 4,000
0751	GENERAL SUPPLIES REQUESTED FOR THE PURCHASE OF SUPPLIES SUCH AS RAKES, SHOVELS, BATTERIES, SAFETY EQUIPMENT, METERS, GATE BOXES, COVERS, WRENCHES, AND EDUCATION MATERIAL. THE REQUESTED INCREASE OF \$8,000 ACCOUNTS FOR THE PURCHASE OF BACKFLOW SOFTWARE.	\$ 25,000
0752	CHEMICALS REQUESTED FOR THE PURCHASE OF THE FOLLOWING VARIOUS CHEMICALS USED IN THE TREATMENT OF THE WATER SUPPLY: HYPOCHLORITE, FLUORIDE, SODIUM HEXAMETAPHOSPHATE, POTASSIUM HYDROXIDE, ALUM AND LIQUID POLYMER. DUE TO JOINING THE CHEMICAL CONSORTIUM, WE HAVE BEEN ABLE TO GREATLY REDUCE OUR COSTS OF CHEMICALS.	\$290,000
0753	PAINT REQUESTED FOR THE PURCHASE OF PAINT FOR THE BUILDINGS AT THE VARIOUS PUMP STATIONS AND FIRE HYDRANTS.	\$ 500
0754	MEALS REQUESTED FOR THE COST OF MEALS SUPPLIED TO WORKERS WHEN WORKING ON WATER BREAKS, FREEZE UPS AND ADDITIONAL SHIFTS AT PLANT.	\$ 1,500
0755	PIPE, TUBING, FITTINGS REQUESTED FOR THE PURCHASE OF REPAIR CLAMPS, PIPE, HYDRANTS, VALVES, ELBOWS, COPPER TUBING, WHEEL VALVES, CORPORATIONS, CURB STOPS, ETC. THERE WERE 6 HYDRANTS PURCHASED IN FY '22 AT A COST OF \$11,500.	\$ 75,000
0756	CONCRETE BLOCKS REQUESTED FOR THE PURCHASE OF CEMENT AND BRICK BLOCKS USED IN THE CONSTRUCTION OF METER MANHOLES; AND THE REPAIR OF WATER SERVICES.	\$ 500
0757	TAXES REQUESTED FOR PAYMENT TO THE TOWN OF BERLIN FOR LAND AT GATES POND, CRYSTAL SPRINGS AND LANDFILL. IN FY'21 THE PAYMENT WAS \$20,231.	\$ 21,000

0761	SAND, GRAVEL, STONE REQUESTED FOR THE PURCHASE OF SAND AND STONE USED IN THE REPAIR OF WATER BREAKS, SERVICE INSTALLATION AND ROAD REPAIRS.	\$ 950
0762	PAVING MATERIALS BITUMINOUS CONCRETE USED TO REPAIR THE ROADWAY LEADING TO WELLS, TANKS AND TREATMENT FACILITY AND TO REPAIR THE ROAD AFTER WATER MAIN BREAKS.	\$ 5,000
1234	DEP. ASSESSMENT THE DEPARTMENT OF ENVIRONMENTAL PROTECTION ASSESSING ALL WATER SUPPLIERS SUBJECT TO THE SDWA A FEE BASED UPON THE WITHDRAWAL OF WATER AT A RATE OF \$8.5 PER MILLION GALLONS. 2017 WITHDRAWAL 766.5 MG.	\$ 6,800
1617	SLUDGE DISPOSAL DISPOSAL OF SLUDGE CREATED BY FILTRATION. (BUD) – BENEFICIAL USE DETERMINATION.	\$ 35,000
1896	CONTRACTED SERVICES SERVICES BY OUTSIDE CONTRACTORS FOR PIPE REPAIR AND INSTALLATIONS.	\$ 10,000
2043	WATER POWER REQUESTED FOR THE OPERATION OF THE WATER SYSTEM; THIS INCLUDES FIVE WELLS, FOUR TANKS, NINE BOOSTER PUMP STATIONS AND TWO FILTRATION PLANTS.	\$230,000
2766	WATER BILLING REQUESTED FOR 50% PURCHASE OF AND POSTAGE FOR 5,500 WATER AND SEWER BILLS SENT QUARTERLY AND 9,300 ANNUAL CCR REPORTS.	\$ 10,800
2767	WATER FUEL–HEATING GAS REQUESTED FOR HEATING AND REPAIR OF THE HEATING SYSTEMS FOR THE CHESTNUT FILTRATION PLANT, PFAS TREATMENT BUILDING, PUMP BUILDING AND 5 PUMP STATIONS AND PROPANE FOR CHESTNUT WELLS 1, 2, 3 AND CRANBERRY WELL.	\$ 25,500
2768	WATER HEATING OIL REQUESTED FOR HEATING OF CRYSTAL SPRINGS PUMP STATION AND GATES POND FILTRATION PLANT. THERE WERE 3,699 GALLONS IN FY'21.	\$ 11,200
3347	WELL MAINTENANCE REQUESTED FOR THE REPAIR AND MAINTENACE OF DRINKING WATER WELLS.	\$ 50,000
3842	WATER TREATMENT MEDIA	\$450,000
SUB ACCOUNT 040 OPERATION EXPENSE		SUB TOTAL
		\$1,507,750

BOARD OF HEALTH

Budget Worksheet

5100

HEALTH SERVICES

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0064-1 CLERICAL WAGE	\$27,928.24	\$28,105.36	\$29,010.00	\$7,377.91	\$31,390.00	108.20%	
0980-1 ELECTED/APPOINTED	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	100.00%	
2337-1 PUBLIC HEALTH DIRECTOR	\$76,859.54	\$81,555.55	\$85,585.00	\$23,497.36	\$91,802.00	107.26%	
2497-1 SANITARIAN	\$54,997.47	\$58,341.05	\$59,464.00	\$17,114.74	\$61,867.00	104.04%	
2873-1 LONGEVITY	\$1,625.00	\$775.00	\$775.00	\$0.00	\$775.00	100.00%	
3930-1 CONTACT TRACER	\$0.00	\$30,870.00	\$0.00	\$0.00	\$0.00	0.00%	
<i>Subtotal 008-Personal Services</i>	\$165,410.25	\$203,646.96	\$178,834.00	\$47,990.01	\$189,834.00	106.15%	
0284-1 B.O.H EXPENSES	\$2,612.85	\$2,880.59	\$2,500.00	\$444.00	\$2,500.00	100.00%	
0362-1 COMMUNITY NURSE PROGRAM	\$6,982.50	\$4,409.11	\$8,000.00	\$0.00	\$8,000.00	100.00%	
0981-1 CONTRACTED SERVICES	\$446.00	\$175.00	\$700.00	\$315.00	\$700.00	100.00%	
0986-1 ADVERTISING	\$239.48	\$0.00	\$100.00	\$0.00	\$100.00	100.00%	
0987-1 OFFICE SUPPLIES	\$600.00	\$654.02	\$600.00	\$179.27	\$600.00	100.00%	
0988-1 CONFERENCE/TRAVEL/TRAINING	\$1,046.20	\$240.80	\$1,200.00	\$620.70	\$1,200.00	100.00%	
0989-1 MEMBERSHIP/DUES	\$150.00	\$150.00	\$270.00	\$40.00	\$270.00	100.00%	
1466-1 HAZARDOUS WASTE DAY	\$11,069.50	\$6,565.61	\$13,000.00	\$0.00	\$13,000.00	100.00%	
2653-1 MEDICAL RESERVE CORPS	\$395.43	\$400.00	\$400.00	\$0.00	\$400.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$23,541.96	\$15,475.13	\$26,770.00	\$1,598.97	\$26,770.00	100.00%	
Total 5100-HEALTH SERVICES	\$188,952.21	\$219,122.09	\$205,604.00	\$49,588.98	\$216,604.00	105.35%	

Board of Health Budget Narrative (FY23)

0064	Clerical (BOH Admin)	\$31,389.50
The BOH Administrator provides clerical support for the department, and spends 20% of the workload on technical/programmatic activities. It is 50% funded by BOH budget, and 50% by grants. This budgeted figure represents departmental budget portion of the salary. M3 step 8 at FY23 end.		
0980	Elected/appointed	\$4,000
Remain the same as previous years.		
2337	Public Health Director	\$91,802.00
Director position. M8 step 6 at FY23 end.		
2497	Sanitarian	\$61,866.54
This position is 82% funded by departmental budget, and 18% by grants. This budgeted figure represents departmental budget portion of the salary. M5 step 8 at FY23 end.		
2873	Longevity	\$775
Longevity pay for Public Health Director.		
0284	BOH Expenses	\$2,500
Costs related to constable services, transfer station tags, work-related mileage reimbursements, and other miscellaneous expenses. Same as FY21.		
0362	Community Nursing Program	\$8,000
Costs related to providing necessary public health nursing services (communicable disease follow-up, blood pressure clinics, and bone density clinics). Same as FY 22.		
0981	Contracted Services	\$700
Costs related to beach water quality testing during bathing season for Centennial Beach. Same as FY22.		
0986	Advertising	\$100
Costs related to legal ads. Same as FY22.		
0987	Office Supplies	\$600
Office supplies, inspection forms, licenses, etc. Same as FY22.		
0988	Conference/Travel/Training	\$1,200
Conferences, training, and other continue education expenses for BOH staff. Same as FY22.		

COUNCIL ON AGING

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0073-1 C.O.A. DIRECTOR SALARY	\$78,120.54	\$79,767.86	\$79,768.00	\$20,476.81	\$82,992.00	104.04%	
0086-1 CLERICAL WAGE	\$86,767.00	\$93,258.80	\$97,513.00	\$21,812.98	\$94,257.00	96.66%	
0087-1 LONGEVITY	\$2,012.50	\$2,787.50	\$3,613.00	\$0.00	\$2,838.00	78.55%	
0088-1 CLERICAL PART TIME WAGE	\$2,026.31	\$123.04	\$1,004.00	\$700.02	\$1,500.00	149.40%	
0316-1 SICK LEAVE BUYBACK	\$1,743.00	\$1,199.50	\$1,223.00	\$0.00	\$1,590.00	130.01%	
2932-1 SOCIAL SERVICE ADVOCATE	\$82,105.56	\$93,998.74	\$95,871.00	\$23,790.96	\$95,871.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$252,774.91	\$271,135.44	\$278,992.00	\$66,780.77	\$279,048.00	100.02%	
0810-1 R&M OFFICE EQUIPMENT	\$500.00	\$360.55	\$500.00	\$263.16	\$500.00	100.00%	
0811-1 CONFERENCE/TRAVEL/TRAINING	\$86.80	\$45.00	\$250.00	\$0.00	\$250.00	100.00%	
0812-1 TELEPHONE/COMMUNICATIONS	\$1,231.16	\$1,954.22	\$1,425.00	\$477.55	\$0.00	0.00%	
0813-1 BUILDING SUPPLIES	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00	100.00%	
0814-1 GASOLINE	\$3,097.57	\$951.99	\$4,640.00	\$283.33	\$6,019.00	129.72%	
0815-1 OFFICE SUPPLIES	\$678.21	\$574.15	\$500.00	\$290.34	\$500.00	100.00%	
0817-1 ELECTRICITY	\$18,375.58	\$15,633.18	\$18,835.00	\$2,874.81	\$16,024.00	85.08%	
0818-1 WATER & SEWER	\$326.44	\$431.34	\$1,000.00	\$135.54	\$1,000.00	100.00%	
0819-1 VEHICLE MAINTENANCE	\$1,152.64	\$287.41	\$400.00	\$0.00	\$400.00	100.00%	
0821-1 HEATING GAS	\$3,814.75	\$7,550.90	\$3,455.00	\$135.85	\$11,175.00	323.44%	
<i>Subtotal 040-Operating Expenses</i>	\$29,263.15	\$28,288.74	\$31,505.00	\$4,460.58	\$36,368.00	115.44%	
Total 5410-COUNCIL ON AGING	\$282,038.06	\$299,424.18	\$310,497.00	\$71,241.35	\$315,416.00	101.58%	

ACCOUNT 5410 COUNCIL ON AGING FY2023

The Council on Aging was established in 1966 and is a nine member Board appointed by the Board of Selectmen. Our office is located at the Hudson Senior Center, 29 Church Street. Duties of the Board who meet monthly include supervision of the building, activities and programs designed for the elderly in Hudson.

The Center offers help and advice on Social Security, Medicare issues, health insurance, prescription drug plans, home care services, respite, SNAP benefits and advocacy. We also provide transportation and have a nutrition program, both congregate and home delivered meals. Our wellness program is popular, offering a myriad of exercise programs along with Tai Chi stress reduction, and yoga. We continue to provide educational seminars and volunteer opportunities which are fundamental to our Center's operation. Our bi-lingual services have proven helpful to our Portuguese population providing health insurance information along with program and volunteer opportunities for those 55 and older.

The DayBreak Social Day Program that operates at the Hudson, Northborough and Marlborough Senior Centers, continues is funded, in part, with the MetroWest Health Foundation grant. This provides much needed respite for caregivers, as well as socialization, a healthy lunch and activities for their loved ones in a safe and caring environment.

COUNCIL ON AGING – PERSONNEL SERVICES

The Council on Aging has four full time town employees –Director, Administrative Secretary, Bus Driver and Social Service Advocate (Outreach). We also have a Part Time Bi Lingual Social Service Advocate and Part Time Bus Driver, all funded by the Town of Hudson. In addition, we have a Meals on Wheels Site Manager position, funded by BayPath Elder Services, Front Desk Support position, additional part time driver hours, and 4 fitness instructors funded by the Executive Office of Elder Affairs.

0073 DIRECTOR \$82,992.00

The Director works with the COA Board to oversee the day to day supervision of the building, equipment, full and part time staff, volunteers and programs. SHINE Certification must be maintained annually to provide current unbiased health information to Hudson seniors.

The Director manages the yearly State Formula Grant which funds programs and staff that support the health and well-being of seniors in the community. Researching and applying for other grant opportunities and new programs is also the responsibility of the Director.

0086 CLERICAL WAGE \$94,257.00

Administrative Secretary \$55,147.00

Bus Driver \$39,110.00

Total \$94,257.00

The Administrative Secretary performs a variety of administrative and secretarial duties as well as transportation dispatch for our buses and seniors. This position requires organization, tact and diplomacy. Above all a pleasant personality and patience are essential.

Our transportation provides rides for medical appointments, food shopping, banking, grooming, and other necessary trips between Hudson and Marlborough.

2932 SOCIAL SERVICE ADVOCATE \$95,871.00

Social Service Advocate	\$55,147.00
P/T Bi Lingual Social Service Advocate	\$40,724.00
Total	\$95,871.00

The Full time Social Service Advocate provides a variety of services to the elders in our community. Services include: information and referral, fuel assistance, SNAP (Supplemental Nutritional Assistance Program, as well as S.H.I.N.E., Serving Health Insurance Needs to Elders, provides essential Medicare health and prescription drug insurance information that changes annually. SHINE certifications must be maintained annually through a written exam. Outreach is a vital link between the Center and the Community.

The Part Time Bi Lingual Social Service Advocate Service Advocate also outreaches to the Portuguese population in Hudson. (30 hrs a week for 48 wks weeks).

The Social Service Dept. assisted 1084 people (unduplicated number) 5374 times (duplicated number) in FY2021.

088 CLERICAL PART TIME WAGES \$1506.00
(DECREASE 60%)

Part Time Bus Driver fills in when the full-time bus driver is either on vacation or out sick. \$3852.00 a year reduced to \$1004.00

0087 LONGEVITY \$2837.50

Four employees have been employed the required length of time to receive the longevity benefit.

0316 SICK LEAVE BUYBACK \$1589.92
(5 days X \$317.98 = 1589.92)

SUB ACCOUNT PERSONNEL SERVICES – FY 2023 Personnel: \$279,053.42

2022: \$278,990.98 Increase of .022% or \$62.44

This personnel budget does not reflect new secretarial union contract for 2023.

COUNCIL ON AGING OPERATING EXPENSES.

0810 R & M OFFICE EQUIPMENT	\$500.
Level funded from last year.	
0811 CONFERENCE/TRAVEL/TRAINING	\$250.00
Level funded from last year.	
0812 TELEPHONE COMMUNICATIONS	
0813 BUILDING SUPPLIES	\$500.00
Level funded from last year.	
0814 GASOLINE	\$6019.00
Reflects amount tallied in energy budget worksheet Increase of 29.71% or \$1379.00	
0815 OFFICE SUPPLIES	\$500.00
0817 ELECTRICITY	\$16024.00
Reflects amount tallied in energy budget worksheet 14.9% Decrease or \$2811.00	
0818 WATER & SEWER	\$1000.00
<i>Friends continue to pay anything over \$1000.00 for water</i>	
0819 VEHICLE MAINTENANCE	\$400.00
Level funded from last year.	
0821 HEATING FUEL – GAS	\$11,175.33
Eversource \$3813.25 + Direct Energy \$3737.65 = \$7550.90 X 48% = \$3624.43 New total \$11,175.33	

SUB ACCOUNT 040 OPERATING EXPENSES: FY 23 = \$36,368.33
FY 22 operating budget \$31,505.00 (15.43% increase or \$4863.33)

Total request for FY 23: 315,421.75
FY22: 310,495.98 Increase of 1.56% or \$4925.77

VETERAN'S

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0072-1 VETERANS DIRECTOR SALARY	\$66,017.16	\$67,143.33	\$67,144.00	\$17,236.03	\$69,856.00	104.04%	
0322-1 VETERANS GRAVE OFFICER SALAR	\$300.00	\$300.00	\$300.00	\$0.00	\$300.00	100.00%	
0975-1 LONGEVITY	\$850.00	\$900.00	\$900.00	\$0.00	\$900.00	100.00%	
0976-1 SICK LEAVE BUYBACK	\$1,505.88	\$1,929.45	\$1,930.00	\$0.00	\$2,008.00	104.04%	
2435-1 EDUCATION	\$1,426.92	\$1,389.09	\$1,400.00	\$360.74	\$1,400.00	100.00%	
<i>Subtotal 008-Personal Services</i>	\$70,099.96	\$71,661.87	\$71,674.00	\$17,596.77	\$74,464.00	103.89%	
0321-1 VETERANS BENEFITS	\$68,531.04	\$68,107.82	\$71,000.00	\$21,136.64	\$72,000.00	101.41%	
0323-1 VETERANS GRAVE EXPENSES	\$1,841.17	\$1,861.92	\$2,000.00	\$0.00	\$2,200.00	110.00%	
0325-1 MEM.DAY-VET COUNCIL EXPENSES	\$0.00	\$472.89	\$500.00	\$0.00	\$800.00	160.00%	
0326-1 VETERANS DAY EXPENSES	\$836.27	\$22.00	\$500.00	\$0.00	\$500.00	100.00%	
0977-1 TELEPHONE/COMMUNICATIONS	\$258.33	\$355.20	\$312.00	\$88.80	\$0.00	0.00%	
0978-1 OFFICE SUPPLIES	\$368.33	\$380.21	\$380.00	\$343.98	\$500.00	131.58%	
0979-1 CONFERENCE/TRAVEL/TRAINING	\$1,589.00	\$1,119.00	\$1,500.00	\$393.60	\$2,000.00	133.33%	
<i>Subtotal 040-Operating Expenses</i>	\$73,424.14	\$72,319.04	\$76,192.00	\$21,963.02	\$78,000.00	102.37%	
Total 5441-VETERANS SERVICES	\$143,524.10	\$143,980.91	\$147,866.00	\$39,559.79	\$152,464.00	103.11%	

Town of Hudson

Department of Veterans Services



Veterans' Services Accounts – FY23

Veterans' Financial Assistance is offered and allowed to all eligible Veterans and/or their dependents that are in-need of financial assistance.

The Director of Veterans' Services is responsible for determining the eligibility of all cases processed by this office. Other responsibilities include investigations to ensure the needs of each recipient of assistance are being met and that department requirements are being conformed to. The Director also represents the town on the Veterans Council.

The Director is also responsible for ensuring that the Commonwealth of Massachusetts reimburses the Town of Hudson 75% for each dollar in Veterans benefits assistance paid out by this office.

Additionally, the Director is the Official Passport Acceptance Program Manager and Agent for the Town of Hudson.

Time Requirements:

- Individual cases require extensive time to interview applicants.
 - **16-18 hours** per week are required to interview and assist applicants when applying for State and Federal Veterans Benefits.
 - **10-12 hours** per week are required for investigations, emergency approvals, inquiries, research, and follow-up on veterans receiving benefits.
- **8-10 hours** per week are required for outreach and visits to Veterans Administration in Boston and suburbs, VSO training and certification, & meetings.
- **5-8 hours** per week to prepare, submit, & maintain monthly case files to DVS (currently 13) that require approximately 25- 30 minutes each to complete.
- **8-10 hours** per week transporting veterans to appointments at VA hospitals.
- **Specialized Skills: Passport Acceptance Manager/Agent**
 - ◆ **4-5 hours** per week to schedule, answer inquiries, process passports, and process checks to Treasurer and Accounting Depts.

Salaries

0072 Veterans Director Salary:	\$69,856
-Salary of Director computed at the salary and step ranges permitted by ordinance.	
2435 Education Stipend	\$1,400
-Master's Degree (MPA) May 2014	
322 Veterans Graves Officer Salary:	\$300
-Graves Officer salary is to assist in the maintenance of the veterans' graves.	
975 Longevity Pay:	\$900
976 Sick Leave Buyback:	\$2,007
-120 day option. Approved - 12/20/2012 --- {End of CY21 = 135 days; CY22 = 135 days}	
	<i>15 days /2=7.50</i>
	<i>CY22 \$1338.23/5=\$267.65</i>
	<i>\$267.65 x 7.50 = \$2007.38</i>

Expenses

321 Veterans Benefits:	\$72,000
-To financially assist Veterans & their dependents in need. Governing policies may be found in MGL Chapter 115 & CMR 108. Hudson is reimbursed 75% by the state.	
323 Veterans Graves Expenses:	\$2,200
-For flags and flag holders and other items related to decorating all veterans' graves.	
325 Memorial Day:	\$800
-To pay for bands, public speakers, limited refreshments for parade participants, for the annual parade and festivities.	
326 Veterans Day:	\$500
-To pay for Veterans Day festivities	
Telephone/Communications:	\$0.00
-Use of single-line telephone @ \$26.00 per month	
978 Office Supplies:	\$500
-Office supplies and expendable materials for Veterans Office	
979 Conference/Travel/ Training:	\$2000
-Dues, registration fees and mileage (.40 per mile) while attending training, seminars, and meetings throughout the state. Fuel/mileage for transportation of Veterans to VA hospital appointments as needed.	

LIBRARY

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0074-1 DIRECTOR SALARY	\$74,200.75	\$78,793.48	\$81,945.00	\$20,619.77	\$88,665.00	108.20%	
0075-1 LIBRARIAN WAGE	\$355,672.57	\$307,772.41	\$413,412.00	\$83,395.55	\$425,827.00	103.00%	
0076-1 PAGE WAGE	\$49,036.54	\$51,346.28	\$59,014.00	\$13,118.17	\$38,935.00	65.98%	
0077-1 CLERICAL WAGE	\$60,203.79	\$0.00	\$58,046.00	\$0.00	\$0.00	0.00%	
0079-1 LONGEVITY	\$3,425.00	\$1,625.00	\$2,400.00	\$0.00	\$2,525.00	105.21%	
0080-1 SICK LEAVE BUYBACK	\$2,999.29	\$0.00	\$0.00	\$0.00	\$685.00		
0081-1 ASST.DIRECTOR WAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$73,828.00		
<i>Subtotal 008-Personal Services</i>	\$545,537.94	\$439,537.17	\$614,817.00	\$117,133.49	\$630,465.00	102.55%	
0201-1 DIGITAL CONTENT	\$26,561.38	\$36,680.75	\$34,000.00	\$7,971.86	\$36,000.00	105.88%	
0315-1 STORAGE SUPPLIES	\$1,082.32	\$438.99	\$500.00	\$241.21	\$1,000.00	200.00%	
0477-1 OFFICE SUPPLIES	\$5,833.06	\$7,129.55	\$3,000.00	\$1,444.91	\$4,500.00	150.00%	
0479-1 PERIODICALS	\$10,515.27	\$12,628.74	\$8,000.00	\$3,916.49	\$8,000.00	100.00%	
0480-1 BOOKS	\$77,175.58	\$62,993.49	\$70,000.00	\$16,481.64	\$70,000.00	100.00%	
0481-1 PAPER/FORMS	\$1,480.53	\$679.78	\$1,000.00	\$0.00	\$1,000.00	100.00%	
0482-1 CONFERENCE/TRAVEL/TRAINING	\$203.58	\$0.00	\$250.00	\$0.00	\$300.00	120.00%	
0485-1 DUES/MEMBERSHIP	\$0.00	\$0.00	\$250.00	\$0.00	\$300.00	120.00%	
0486-1 R&L CWMARS	\$42,399.90	\$40,474.98	\$41,000.00	\$34,281.20	\$42,000.00	102.44%	
0487-1 MICROFORM	\$248.30	\$0.00	\$0.00	\$0.00	\$300.00		
0488-1 AUDIO/VISUAL	\$13,819.90	\$17,645.00	\$15,000.00	\$2,176.56	\$15,000.00	100.00%	
0489-1 HEATING OIL/GAS	\$9,245.47	\$8,009.19	\$10,207.00	\$0.00	\$14,000.00	137.16%	
0490-1 ELECTRICITY	\$11,734.16	\$8,725.85	\$12,028.00	\$2,082.66	\$12,000.00	99.77%	
0491-1 TELEPHONE	\$1,608.35	\$2,238.65	\$1,380.00	\$155.20	\$0.00	0.00%	
0492-1 WATER & SEWER	\$1,449.24	\$433.67	\$1,900.00	\$210.84	\$1,200.00	63.16%	
0585-1 EDUCATIONAL SUPPLIES	\$987.30	\$1,991.01	\$500.00	\$198.18	\$1,000.00	200.00%	
0586-1 PUBLIC INFORMATION	\$1,751.28	\$1,180.00	\$1,200.00	\$0.00	\$1,300.00	108.33%	
0587-1 R&M EQUIPMENT	\$5,217.89	\$2,687.94	\$3,000.00	\$253.94	\$3,000.00	100.00%	

Budget Worksheet

6100

LIBRARY

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0589-1 ADVERTISING	\$1,025.00	\$130.96	\$0.00	\$0.00	\$1,500.00		
1470-1 R&M BUILDINGS	\$2,891.62	\$434.71	\$4,000.00	\$90.00	\$4,000.00	100.00%	
1511-1 EQUIPMENT	\$11,070.64	\$5,537.41	\$3,687.00	\$705.28	\$4,000.00	108.49%	
1618-1 BORROWER CARDS	\$397.49	\$0.00	\$200.00	\$0.00	\$200.00	100.00%	
<i>Subtotal 040-Operating Expenses</i>	\$226,698.26	\$210,040.67	\$211,102.00	\$70,209.97	\$220,600.00	104.50%	
Total 6100-LIBRARY	\$772,236.20	\$649,577.84	\$825,919.00	\$187,343.46	\$851,065.00	103.04%	

PERSONNEL BUDGET SHEET for FY23,

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Employee Name	Position / Title	Anniv. Date	Emp. #	No. Hrs. Per Wk.	Grade & Step at (FY22 year end)	Annual Salary at 6/30/22 (FY22 year end)	Annual Salary at 7/1/22 (start of FY23) include COLA if applicable	Weekly salary 7/1/22(start of FY23) H/52	Grade & Step at year end	Annual Salary after step	Weekly Salary after Step if applicable K/52	Total # Weeks at new salary (after step)	Total FY23 Salary ((52.2-M)/K) *(LxM)	Long. Pay	Sick Leave Buy Back Pay	Total Budgeted for Employee (N+O+P)
Aileen Sanchez-Himes	Library Director	9/3/2022	5014	37.5	M8-4	\$83,832.00	\$85,509.00	\$ 1,644.40	M8-5	\$88,928.00	\$ 1,710.15	43.00	\$ 88,665.00		\$ -	\$ 88,665.00
Vacant (Pending)	Asst. Library Director	12/1/2022		37.5	M7-2	\$70,461.00	\$71,870.00	\$ 1,382.12	M7-3	\$74,746.00	\$ 1,437.42	30.40	\$ 73,828.00			\$ 73,828.00
Jillian Bennett	Children's Librarian	3/7/2023	4660	37.5	U12-8	\$59,336.00	\$59,336.00	\$ 1,141.08	U12-8	\$59,336.00	\$ 1,141.08	16.80	\$ 59,565.00	\$ 775.00	\$ 684.68	\$ 61,025.00
Nancy Delvecchio	Circulation Librarian	2/3/2023	3215	37.5	U11-8	\$54,935.00	\$54,935.00	\$ 1,066.44	U12-7	\$57,054.00	\$ 1,097.19	21.20	\$ 56,011.00	\$ 900.00		\$ 56,911.00
Thomas Kenyon	Reference Librarian	3/23/2023	4534	37.5	U12-3	\$48,765.00	\$48,765.00	\$ 937.79	U12-4	\$50,717.00	\$ 975.33	14.40	\$ 49,494.00			\$ 49,494.00
Vacant	Librarian	12/1/2022		37.5	U12-1	\$45,086.00	\$45,086.00	\$ 867.04	U12-2	\$46,890.00	\$ 901.73	30.40	\$ 46,315.00			\$ 46,315.00
Sara Moore	Children's Librarian Asst.	11/4/2022	5024	37.5	U10-2	\$40,203.00	\$40,203.00	\$ 773.13	U10-3	\$41,810.00	\$ 804.04	34.20	\$ 41,415.00			\$ 41,415.00
Susan Ramsbottom	Circulation Librarian Asst.	1/28/2023	3994	37.5	U10-5	\$45,223.00	\$45,223.00	\$ 869.67	U10-6	\$47,030.00	\$ 904.42	22.00	\$ 46,162.00	\$ 850.00		\$ 47,012.00
Melissa Caissie	PT Reference Librarian	2/18/2023	2162	6	NU-F, 8	\$8,024.64	\$8,183.76	\$ 157.38	NU-F, 8	\$8,183.76	\$ 157.38	19.00	\$ 8,216.00			\$ 8,216.00
Tracy Landry	PT Reference Librarian	2/10/2023	3193	6	NU-F, 8	\$8,024.64	\$8,183.76	\$ 157.38	NU-F, 8	\$8,183.76	\$ 157.38	20.20	\$ 8,216.00			\$ 8,216.00
Vacant	PT Library Asst.	7/1/2022		17	NU-D, 1	\$0.00	\$15,107.56	\$ 290.53	NU-D, 1	\$15,107.56	\$ 290.53	52.20	\$ 15,166.00			\$ 15,166.00
Rosemary Best	PT Library Asst.	9/26/2022	4456	17	NU-D, 6	\$18,019.09	\$18,379.49	\$ 353.45	NU-D, 7	\$19,115.25	\$ 367.60	40.00	\$ 19,017.00			\$ 19,017.00
Sophia Francolini	PT Library Asst.	1/1/2023	4526	17	NU-D, 2	\$15,402.91	\$15,711.17	\$ 302.14	NU-D, 3	\$16,339.95	\$ 314.23	26.00	\$ 16,087.00			\$ 16,087.00
Linda Rahmberg	PT Library Asst.	5/13/2023	4251	10	NU-D, 8	\$11,464.53	\$11,694.80	\$ 224.90	NU-D, 8	\$11,694.80	\$ 224.90	7.00	\$ 11,740.00			\$ 11,740.00
Diane Richmond	PT Library Asst.	1/1/2023	5125	17	NU-D, 2	\$15,402.91	\$15,711.17	\$ 302.14	NU-D, 3	\$16,339.95	\$ 314.23	26.00	\$ 16,087.00			\$ 16,087.00
Thomas Rouse	PT Library Asst.	9/26/2022	3994	7	NU-D, 8	\$8,025.17	\$8,186.36	\$ 157.43	NU-D, 8	\$8,186.36	\$ 157.43	40.00	\$ 8,218.00			\$ 8,218.00
Jennifer Wheeler	PT Library Asst.	3/10/2023	3953	10	NU-D, 8	\$11,464.53	\$11,694.80	\$ 224.90	NU-D, 8	\$11,694.80	\$ 224.90	16.20	\$ 11,740.00			\$ 11,740.00
Helen Shaw	PT Tech Svcs Librarian	1/29/2023	4956	10	NU-F, 5	\$11,887.73	\$12,126.40	\$ 233.20	NU-F, 6	\$12,610.13	\$ 242.50	22.00	\$ 12,378.00			\$ 12,378.00
Andrea Bradford	PT Library Page	1/1/2023	4623	13	NU-A, 7	\$9,633.00	\$9,633.00	\$ 185.25	NU-A, 8	\$10,140.00	\$ 195.00	26.00	\$ 9,924.00			\$ 9,924.00
Hannah Leckrone	PT Library Page	1/1/2023	4808	4	NU-A, 5	\$2,964.00	\$2,964.00	\$ 57.00	NU-A, 6	\$3,120.00	\$ 60.00	26.00	\$ 3,054.00			\$ 3,054.00
Cynthia MacDonald	PT Library Page	1/1/2023	4625	12	NU-A, 7	\$8,892.00	\$8,892.00	\$ 171.00	NU-A, 8	\$9,360.00	\$ 180.00	26.00	\$ 9,161.00			\$ 9,161.00
Brandon Proteau	PT Library Page	1/1/2023	5118	6	NU-A, 2	\$4,446.00	\$4,446.00	\$ 85.50	NU-A, 3	\$4,680.00	\$ 90.00	26.00	\$ 4,581.00			\$ 4,581.00
Matthew Sprague	PT Library Page	1/1/2023	4804	4	NU-A, 5	\$2,964.00	\$2,964.00	\$ 57.00	NU-A, 6	\$3,120.00	\$ 60.00	26.00	\$ 3,054.00			\$ 3,054.00
Jess Tripp	PT Library Page	1/1/2023	4920	12	NU-A, 5	\$8,892.00	\$8,892.00	\$ 171.00	NU-A, 6	\$9,360.00	\$ 180.00	26.00	\$ 9,161.00			\$ 9,161.00
		7/1/2022					\$ -	\$ -			\$ -	52.20	\$ -			\$ -
		7/1/2022					\$ -	\$ -			\$ -	52.20	\$ -			\$ -
		7/1/2022					\$ -	\$ -			\$ -	52.20	\$ -			\$ -
													\$ 627,255.00	\$ 2,525.00	\$ 684.68	\$ 630,465.00

Library Budget Narrative FY23

Overview

The FY23 budget reflects an overall increase of 2.5% resulting from the Library Department's responsibility to provide services with minimum staffing levels while continuing to meet the requirements for State library certification. The Library and its staff have provided ongoing services to Hudson residents, library members, and neighboring communities. Library services include patron transactions, reference assistance, user instruction, programs, community outreach, reader's advisory, assistance and access to technology and digital resources, Wi-Fi access, meeting room reservations, printing, scanning, faxing, and photocopying, book clubs, and door-to-door service. The Hudson Public Library is recognized for its excellence in customer service and as a highly accessed community resource, virtually and at its physical location on 3 Washington Street. As you prepare the Town of Hudson's FY23 budget, the Library and its staff appreciate your continued support and look forward to providing the necessary library services and community outreach as the budget allows.

Personnel Budget

The overall personnel budget reflects negotiated and established increases, longevity and SLBB compensation, the restoration of the Assistant Library Director position, Collection Management and Resources Librarian position (previously named the Technical Services Librarian), a Part-Time Circulation Assistant, and the reclassification of the Circulation Librarian from a Grade 11 to a Grade 12. All these positions are essential toward maintaining safer staffing levels and adequate library operations. Partial funding from vacant positions and a reduction in Library Page hours are measures applied to offset the costs that fund these professional positions. In continuing to fulfill the evolving needs of our Hudson community, additional staffing is integral to participate in outreach initiatives successfully and offer educational, recreational, and innovative services and programs for our community.

Expense Budget

The Library Department's FY23 budget request is a good faith attempt to remain fiscally mindful of the Town of Hudson's budget constraints while minimally restoring critical line items that were significantly affected due to previous budget cuts. Furthermore, our interests are best served as a whole when the Town supports the necessary funding levels to maintain compliance as required by the State. The Library Department is grateful for your consideration and support as it strives to meet the needs and serve the Hudson community.

FY23 LIBRARY BUDGET EXPENSE EXPLANATION

FY23 LIBRARY PERSONNEL SERVICES

74 Director's Salary	\$88,665
81 Asst. Director's Salary	\$73,828
75 Librarian Wage	\$425,827
76 Page Wage	\$38,935
77 Clerical Wage	\$0
79 Longevity	\$2,525
80 Sick Leave Buyback	\$685
FY'22 PERSONNEL TOTAL	\$630,465

FY23 LIBRARY EXPENSES

201 Digital Content	\$36,000
<i>(CALCULATED BY STATE FORMULA BY % OF TOTAL BUDGET)</i>	
To purchase digital content including Overdrive eBooks and audiobooks, Hoopla, Freegal Music, Mango Languages Learning, Consumer Reports, Tumblebooks Library, Cosumer Health Complete (English & Portuguese), etc.	
315 Storage Supplies	\$1,000
To replace interlibrary loan shipment bags, security cases, storage cases, & supplies for our AV collection of music, books on compact disc, Playaways, video games and DVDs.	
477 Office Supplies	\$4,500
To purchase the materials necessary to process and lend books plus normal office supplies.	
478 Book Binding	\$0
To repair worn and broken books and to maintain a collection of bound Town Reports.	
479 Periodicals	\$8,000
<i>(CALCULATED BY STATE FORMULA BY % OF TOTAL BUDGET)</i>	
To purchase 140 magazines and 18 newspapers for the public.	
480 Books	\$70,000
<i>(CALCULATED BY STATE FORMULA BY % TOTAL OF BUDGET)</i>	
To purchase approximately 3,500 adult and children's books in print format.	
481 Paper/Forms	\$1,000
To purchase all business forms (letterhead, envelopes, reserve notices, overdue notices, paper for publicity flyers) and paper stock for printers.	
482 Conference / Travel / Training	\$300
To cover the cost of staff travel to vendors & meetings; to pay for conference registration fees.	
485 Dues & Membership	\$300
To cover the cost of membership in the MA. Trustee Assoc., MA. Library Assoc. & Amer. Lib. Assoc.	

486 R & L of the C/W MARS Network	\$42,000
Annual fees associated with the network membership. Purchase associated software products: Desktop Management & Print Cost Control, TixKeeper, Eventkeeper, Symantec Antivirus, fortress/deep freeze, MS Windows 10 Operating System. Computer support, wireless printing, Mosio, Wowbrary, Website fees, and Cat Express	
487 Microfilm	\$300
To cover the costs of microfilming the Hudson Sun newspaper.	
488 Audio / Visual	\$15,000
<i>(CALCULATED BY STATE FORMULA BY % OF TOTAL BUDGET)</i>	
To purchase non-print media such as foreign language aids, music CDs, recorded books, DVDs, BluRays, Playaways & video games. Increased demand for all media.	
489 Heating Fuel	\$14,000
Estimated oil usage <i>(formula supplied by Town)</i> purchased @ \$3.89/gal.	
490 Electricity	\$12,000
Hudson Light & Power charges; <i>(formula supplied by Town)</i>	
491 Telephone	\$0
Telephone charges will be absorbed by the Town.	
492 Water & Sewer	\$1,200
To pay Town bills	
585 Educational Supplies	\$1,000
To cover the partial costs of materials for story hours and other children's programs.	
586 Public Information	\$1,300
To cover the cost of online design tools to promote Library info, updates, and events.	
587 Repair & Maintenance of Equipment	\$3,000
To cover the costs for repair and supplies for our computers, printers, microfilm reader/printer and DVD cleaning machines.	
589 Advertising	\$1,500
To purchase marketing and outreach material with the Library's new logo.	
1470 Repair & Maintenance of Building	\$4,000
To supplement the cost of maintenance and safety including security surveillance and additional groundskeeping maintenance and supplies.	
1511 Library Equipment & Furnishings	\$4,000
To upgrade computer hardware and peripherals to keep abreast of changing technology and to continue the process of upgrading public seating. We have 42 computers- need to buy or or upgrade at least 10 per year to keep up with software demands.	

1618 Borrower's Cards

\$200

To purchase borrower's cards & sleeves; registration forms, patron & item barcodes.

FY23 EXPENSE TOTAL

\$220,600

FY23 PERSONNEL TOTAL

\$630,465

FY23 BUDGET TOTAL

\$851,065

RECREATION

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0082-1 DIRECTOR SALARY	\$92,999.05	\$96,518.84	\$96,519.00	\$24,776.87	\$100,418.00	104.04%	
0083-1 ASSISTANT WAGE	\$69,989.99	\$74,314.73	\$77,299.00	\$19,689.02	\$82,991.00	107.36%	
0084-1 LONGEVITY	\$1,625.00	\$2,400.00	\$2,450.00	\$0.00	\$1,675.00	68.37%	
0085-1 SICK LEAVE BUYBACK	\$2,705.88	\$2,773.53	\$4,809.00	\$0.00	\$5,271.00	109.61%	
0493-1 SEASONAL	\$113,146.11	\$30,728.19	\$113,188.00	\$106,405.54	\$124,952.00	110.39%	
1333-1 RECREATION ASSISTANT	\$46,405.44	\$49,278.88	\$51,251.00	\$13,156.25	\$55,457.00	108.21%	
2734-1 OVERTIME	\$1,509.12	\$854.81	\$2,275.00	\$327.26	\$2,122.00	93.27%	
<i>Subtotal 008-Personal Services</i>	\$328,380.59	\$256,868.98	\$347,791.00	\$164,354.94	\$372,886.00	107.22%	
0795-1 TELEPHONE	\$2,148.99	\$2,255.24	\$2,792.00	\$948.80	\$2,444.00	87.54%	
0796-1 ELECTRICITY	\$8,799.25	\$7,725.25	\$9,020.00	\$1,665.37	\$9,645.00	106.93%	
0798-1 ATHLETIC SUPPLIES	\$707.03	\$1,445.18	\$800.00	\$0.00	\$800.00	100.00%	
0799-1 GASOLINE	\$489.67	\$116.73	\$767.00	\$49.69	\$639.00	83.31%	
0800-1 OFFICE SUPPLIES	\$870.47	\$1,171.39	\$1,000.00	\$10.78	\$1,000.00	100.00%	
0801-1 CONFERENCE/TRAVEL/TRAINING	\$1,017.52	\$1,482.00	\$2,100.00	\$1,667.64	\$2,100.00	100.00%	
0802-1 DUES/MEMBERSHIPS	\$425.00	\$250.00	\$350.00	\$250.00	\$425.00	121.43%	
0804-1 HEATING OIL	\$4,297.89	\$2,472.49	\$3,076.00	\$0.00	\$3,213.00	104.45%	
0805-1 FURNITURE & FIXTURES	\$3,155.82	\$2,474.25	\$3,600.00	\$264.00	\$3,600.00	100.00%	
0806-1 PAINT	\$3,205.57	\$3,435.00	\$4,000.00	\$729.92	\$4,000.00	100.00%	
0807-1 PLAYGROUND SURFACING	\$7,879.82	\$4,616.53	\$7,000.00	\$2,457.78	\$7,000.00	100.00%	
0808-1 R&M BUILDING & GROUNDS	\$19,976.80	\$17,636.90	\$18,600.00	\$4,270.24	\$20,000.00	107.53%	
0822-1 ADVERTISING - PARK COMMISSION	\$41.36	\$175.26	\$100.00	\$0.00	\$100.00	100.00%	
0955-1 ARTS & CRAFT	\$1,041.38	\$796.44	\$3,000.00	\$0.00	\$2,300.00	76.67%	
0958-1 MOTOR VEHICLE PART & ACCESSR	\$104.58	\$227.80	\$200.00	\$0.00	\$200.00	100.00%	
1386-1 CONCERTS	\$700.00	\$750.00	\$2,400.00	\$2,400.00	\$2,400.00	100.00%	
1719-1 UNIFORMS	\$315.00	\$1,633.00	\$2,000.00	\$221.00	\$2,000.00	100.00%	
1851-1 PUMPKIN FEST	\$2,990.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%	

Budget Worksheet

6300

RECREATION

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
2582-1 CULTURAL SERVICES	\$3,500.00	\$3,500.00	\$3,500.00	(\$3,500.00)	\$3,500.00	100.00%	
Subtotal 040-Operating Expenses	\$61,666.15	\$52,163.46	\$67,305.00	\$11,435.22	\$68,366.00	101.58%	
Total 6300-RECREATION	\$390,046.74	\$309,032.44	\$415,096.00	\$175,790.16	\$441,252.00	106.30%	



**TOWN OF HUDSON
PARK COMMISSION
Division of Recreation
78 Main Street
Hudson, MA 01749
P: 978-568-9642
F: 978-562-8508**

MEMO

To: Hudson Select Board
Thomas Gregory, Executive Assistant

From: Park Commission
Steven L. Santos, Director of Recreation

Date: November 15, 2021

Re: FY23 Recreation Budget Submission

The initial FY23 Recreation Budget was discussed, voted on and approved by the Park Commission on the following dates: September 22, October 13 and October 28, 2021. After meeting with the Executive Assistants Office to review the proposed FY23 budget, it was recommended that budget be modified slightly. These modifications were reviewed and approved by the Park Commission on November 10, 2021. We hope that the Select Board will grant us the support we've requested in our FY23 budget. If further information is necessary, please feel free to contact me.

Key FY23 Budget Notes:

- Both Salaries and Expenses were adjusted to maintain level services, per the FY23 Budget Directive.
- No Capital Plan requests will be made for FY23. However, the department plans to submit a formal request to utilize ARPA funds in order to execute some projects during FY23.
- All seasonal salaries are based off minimum wage. Minimum Wage will be increased in January 2022 from \$13.50/hr to \$14.25/hr. This trend will continue through FY24, when minimum wage will reach \$15.00/hr.
- Information, detailing the FY23 budget request specific to seasonal salaries, as well as some important historical budget notes related to this line item, can be found in the Budget Narrative.

**Town of Hudson
Park Commission
Division of Recreation**

OPERATING BUDGET REQUEST FOR FY23

SALARIES	\$372,886.00
EXPENSES	\$68,366.00
TOTAL	\$441,252.00

ACCOUNT 6300: SALARIES **\$372,886.00**

082 DIRECTOR OF RECREATION (start date: 3/6/2006) **\$100,418.00**

Pay grade at end of FY22 - M8, Step 8 (max step, effective 12/2/2019)
Years of Service at end of FY22: 16 years, 3 months

083 ASSISTANT DIRECTOR (start date: 4/21/2015) **\$82,991.00**

Pay grade at end of FY22 – M6, Step 8 (max step, effective 4/21/2022)
Years of Service at end of FY22: 7 years, 2 months

1333 RECREATION ASSISTANT (start date: 5/20/2014) **\$55,457.00**

Pay grade at end of FY22 – M1, Step 7
Years of Service at end of FY22: 8 years, 1 month

084 LONGEVITY **\$1,675.00**

Employees eligible as described in the Personnel Regulations are entitled to Longevity Pay as listed in said regulations. Eligible Employees below:

Director – Years of Service at end of FY22: 16 years, 3 months (\$900.00)

Assistant Director - Years of Service at end of FY22: 7 years, 2 months (\$775.00)

085 SICK LEAVE BUY BACK **\$5,271.00**

Employees eligible as described in the Personnel Regulations may be entitled to Sick Leave Buy Back as listed in said regulations.

2734 OVERTIME **\$2,122.00**

493 SEASONAL SALARIES

\$124,952.00

The amount budgeted above represents the total contribution requested from the Town as part of FY23 budget to support a portion of the overall seasonal salaries for certain recreation programs, as listed below. It is the expectation of the Park Commission - Division of Recreation that during FY23, the participation and demand for programs supported by these funds will return to or exceed pre-pandemic levels.

Initially the FY23 budget request for seasonal salaries mirrored the same level of support we had received for these programs prior to Covid-19. For reference...at one time, the Town funded 75% of the seasonal salaries for the Playground Program staff, 50% of the Centennial Beach staff salaries, as well as other miscellaneous seasonal/special event salaries. However, over the last decade, the level of support from the town specific to Playground Program staff decreased year after year, finally plateauing at a 50% level of support in the years immediately leading up to the Covid-19 pandemic. Unfortunately, as a result of the pandemic, the level of support specific to Playground Program staff salaries fell to 43%.

For FY23 (as was the case for FY22), the Park Commission – Division of Recreation had initially requested that the level of support for Playground Program staff salaries be reinstated to 50% (the pre-pandemic level), and all other seasonal salaries be supported at the same level in which they were supported during FY22. However, during the FY23 budget preparation process, it was recommended that the requested level of support for seasonal salaries mirror the same level of support received in FY22, while taking into consideration the expected upcoming minimum wage increases (of which all seasonal salaries are based upon). The figure of \$124,952.00, requested for FY23 and the numbers below are reflective of the input and guidance we received from the Executive Assistant office.

Seasonal Salaries from the Town supports the following programs:

- 50% of the staff required to the run the RECKids Summer Playground Programs \$83,962.00
- 50% of the staff for the Centennial Beach (Lifeguards/Gate Staff) \$33,026.00
- Staff to check/maintain Splash Pad (in season only) \$684.00
- Staff to manage Summer Concerts (in season only) \$570.00
- Staff to perform General Maintenance \$4,010.00
- Staff for the annual REC Fest Community Event \$2,700.00

ADDITIONAL SALARIES NOT SUPPORTED THROUGH THE TOWN BUDGET:

-User Fees are generated through both program registration fees and beach gate receipts.

-Salaries listed below DO NOT include figures for clinic-based programs such as but not limited to: Archery, Baseball & Softball Clinics, Basketball Clinics, Babysitting, First Aid & CPR/AED Classes, Kids Cooking Classes, E-Sports Programming, etc...

- 50% of the staff required to the run the RECKids Summer Playground Programs \$97,631.00
- 50% of the staff for the Centennial Beach (Lifeguards/Gate Staff) \$33,025.00
- Summer Swim Instruction staff \$13,230.00
- Summer Tennis Program staff \$7,898.00
- Summer Track Program staff \$4,920.00
- Winter Basketball (FY20 expense) \$8,339.00

TOTAL SALARIES NOT SUPPORTED THROUGH THE TOWN BUDGET: \$165,043.00

ACCOUNT 6300: EXPENSES**\$68,366.00****0795 TELEPHONE****\$2,444.00**

Budgeted amount will be used to pay cell phones for full-time staff. Seasonal phones required for daily operation of programs & sites, such as Centennial Beach and others Programs, will be funded through the Revolving Account. Note: Starting in FY23 Office Phones will be paid directly via EA's Office. Decrease of \$348.00 for FY23

0796 ELECTRICITY**\$9,645.00**

Budgeted amount covers the cost of electricity for facilities listed below. Amount listed is reflective of the calculations on Energy Budget Worksheet, using 3-year average (FY19-FY21), since FY21 alone realized a large decrease in use due to Covid 19. Any amount not funded through the budget will be paid for through the Revolving Account, as needed. Increase of 625.00 for FY23

- Clubhouse/Tennis Courts
- Riverside Concession/Pump/Street Lights
- Morgan Bowl Restrooms
- Riverside Press Box/Irrigation/Walkway Lights
- HHS Athletic Field Lights: Riverside, Morgan Bowl, O'Donnell 1
- Morgan Bowl Press box
- HHS O'Donnell Dugouts
- HHS O'Donnell Concession
- Moulton's Irrigation
- Moulton's Field Lights
- Sauta Concession/Scoreboard
- Quinn Irrigation
- Boutwell Field Street Light
- Wood Park
- Centennial Beach
- Cox Street Skating Rink
- Rail Trail Tunnel Lights
- Cellucci Park (Splash Pad, Security Cameras, Gazebo, Skate Park)
- Farley Field Irrigation
- Sauta Cornfield Irrigation

0798 ATHLETIC SUPPLIES**\$800.00**

Budgeted amount will be used to purchase outside equipment including, but not limited to: basketball nets, home plates, pitching rubbers, bases, soccer nets and portable goals, athletic tarps and tarp weights, lining equipment, tennis & pickle ball equipment, etc ...used on approximately 15 athletic areas, as well as swing seats and chain, as needed. No Increase/Decrease for FY23

0799 GASOLINE**\$639.00**

Budgeted amount will pay for a portion of the cost of gasoline for the Recreation Cargo Van and Passenger Van. Amount listed is reflective of the calculations on Energy Budget Worksheet, using 3-year

average (FY19-FY21), since FY21 alone realized a large decrease in use due to Covid 19 Any amount not funded through the budget will be paid for through the Revolving Account, as needed. Decrease of \$128.00 for FY23

0800 OFFICE SUPPLIES **\$1,000.00**

Budgeted amount will be used to purchase items including stationery, envelopes, pens, pencils, file folders, calendars, calculator ribbons, staples, paper clips, tape, markers, file boxes, computer supplies and software, water and dispenser, etc... No Increase/Decrease for FY23

0801 CONFERENCE/TRAVEL/TRAINING **\$2,100.00**

Budgeted amount will be used to pay for mileage reimbursement for travel and fees for seminars for all full-time Recreation staff (Mass. Recreation and Park Association and New England Parks Association Annual Conferences). No Increase/Decrease for FY23

0802 DUES/MEMBERSHIP **\$425.00**

Budgeted amount will be used to pay for the Director of Recreation, Assistant Director and Recreation Assistant's membership in the Massachusetts Recreation and Park Association & the New England Park Association. Increase of \$75.00 for FY23

0804 HEATING FUEL – OIL **\$3,213.00**

Amount listed generated from the FY23 Energy Budget worksheet. Budgeted amount will be used to pay for heating the Rimkus Clubhouse HHS Athletics, Hudson DPW and Hudson Recreation. Increase of \$137.00 for FY23

0805 FURNITURE AND FIXTURES **\$3,600.00**

Budgeted amount will be used to pay miscellaneous items (Benches, chairs, tables, etc...) as needed and cover costs associated with handicap portable restrooms for Wood Park, Cellucci Park Splash Pad, A.R.R.T. and Special Events.

Note: The Park Commission charges facility users a fee to cover the costs associated with the portable restrooms located at athletic facilities, where there is no access to public restrooms. No Increase/Decrease for FY23

0806 PAINT **\$4,000.00**

Budgeted amount will be used to pay for Field Marking Paint for HHS Athletic Programs, Building Paint and supplies, Parking Lot Lining Paint and Anti-Graffiti Clear Coat Finish Paint. Buildings include Riverside Press box, Riverside Concession, Rimkus Clubhouse, Riverside Dugouts, Morgan Restrooms, MB Press box, Riverside Ticket Booth, Sauta Concession, Wood Park Shell; Centennial Beach Hut, O'Donnell Concession and Dugouts, AART Tunnel and Assabet River Rail Trail Kiosks, as well as benches, picnic tables, wooden fencing, etc... Parking lots include: Riverside, Cellucci and Wood Park, Sauta Fields and Centennial Beach. No Increase/Decrease for FY23

0807 PLAYGROUND SURFACING and grounds maintenance \$7,000.00

Budgeted amount will be used for purchase of safety surfacing (woodchips) for playgrounds including: Riverside Park, Wood Park, Cellucci Park and the Kelley Playground. Funds will also be used to purchase additional grass seed, sod, loam, garden mulch, stone dust, fertilizer, infield mix, turf, trees, flowers, etc... No Increase/Decrease for FY23

0808 R & M BUILDING AND GROUNDS \$20,000.00

Major Repairs (\$7,000) Maintenance to outside facilities include major repairs to playground equipment from wear and tear, wood for replacing windows, fascia boards, dugout structures, replacement fencing and gates, replace doors on buildings, kiosks, and renovations to fields by professional athletic field companies, etc...

General Maintenance (\$5,400) Professional pest spraying, non-toxic bee spray and foam filler, tarps, sign printing, small vandalism repairs, graffiti remover, rental of maintenance equipment, flag pole rope, rakes, shovels, concrete, light bulbs, masking and electrical tape, zip ties, sandpaper, caulking, hoses, all supplies for general maintenance and painting, etc...

Hardware supplies (\$1,100.00) nuts, bolts, screws, stop nuts, files, latches, drill bits, batteries, screening, handrails, hinges, saws, socket wrenches, tools, adapters, washers, fence posts clips, padlocks and keys, all general hardware, etc...

Plumbing Repairs (\$3700) by licensed plumber for Clubhouse, MB restrooms, Centennial Comfort Station, O'Donnell and Sauta Restrooms; opening/closing the beach each season; Opening/closing of irrigation systems (as needed) and all general plumbing repairs and maintenance.

Janitorial (\$600) supplies for cleaning of the above buildings. Purchase of paper towels, toilet paper, deodorizers, dispensers, etc...

Trash (\$500.00) includes trash bags, dumpster fees, trash barrels, and additional pickups after special events.

Dock (\$200) replacement parts and connections for system at beach. Budgeted amount covers normal wear and tear items.

Electrical (\$1,500) repairs to buildings and grounds by professionals, small parts such as plugs and cover replacements, fixture replacement, switches, bulbs, etc.. Budgeted amount will be used to maintain Riverside Clubhouse, Riverside Press box, Riverside Dugouts, Riverside Concession, Ticket Booth, Morgan Bowl Restrooms, Morgan Bowl Press box, Riverside Dugouts & Concession, Centennial Beach Buildings, Wood Park Shell and Pavilion, Sauta Concession, Sauta Dugouts, Splash Pad System and Cellucci Park Pavilion, as well as any necessary electrical repairs to irrigation systems or other outside electrical circuits on fencings, backstops and scoreboards.

Increase of \$1400.00 for FY23

0822 ADVERTISING - PARK COMMISSION \$100.00

Budgeted amount will be used for legal notices, advertising for events and activities. No Increase/Decrease for FY23

0955 ARTS AND CRAFTS – PROGRAM SUPPLIES \$2,300.00

Budgeted amount will be used for program supplies such as arts and crafts, PE type & field games, prizes, board games, books, toys, educational supplies for Playground Programs as well as general programs supplies and materials (ice packs, first aid kits, etc...). Decrease of \$700.00 for FY23

0958 MOTOR VEHICLE PARTS AND ACCESSORIES \$200.00

Budgeted amount will be used to pay for routine maintenance on the 15 passenger van purchased in 2011, the utility trailer purchased in 2014 and the cargo van (2015 Ford) used to transport program equipment. Oil changes, tune ups, replacement parts, detailing twice a year and inspection stickers are charged to this account. Labor is supplied by DPW. No Increase/Decrease for FY23

1386 CONCERTS \$2,400.00

Budgeted amount will be used towards a portion of the summer 2022 concert series held at both Cellucci and Wood Park. These funds help support free concerts during the summer months for members of our community. No Increase/Decrease for FY23

1719 UNIFORMS \$2,000.00

Budgeted amount will be used to purchase clothing for full-time staff, as well as lifeguard uniforms for waterfront staff. No Increase/Decrease for FY23

1851 REC FEST \$3,000.00

Budgeted amount will be used to help fund this annual community festival organized by Hudson Recreation (in its 24th year during FY23). The support from the town helps to keep access to the event and many event activities free activities for those who attend. Private event sponsorships have decreased immensely in recent years, compared to when the event first started. In 2021, the event only drew one sponsor (\$1000.00). The estimated cost to run this event, in its current format, is approximately \$7,500.00. No Increase/Decrease for FY23

2582 CULTURAL SERVICES \$3,500.00

The budgeted amount will in turn be allotted for the Hudson Cultural Council so that they may work towards providing Arts Management services to the Town of Hudson. Their goal is to support and enhance Hudson's diverse heritage and cultural opportunities by supporting activities that enrich the lives of Hudson residents of all ages. The Hudson Cultural Council has funded projects and activities directly for Hudson Recreation and is a prominent supporter of the River's Edge Arts Alliance; a Hudson based nonprofit organization created to promote cultural activities in Hudson and the surrounding communities. No Increase/Decrease for FY23

DEBT /

RETIREMEN /

Budget Worksheet

7100

DEBT SERVICE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0460-1 TEMP BORROWING ISSUANCE AND	\$2,726.03	\$2,124.85	\$1,014,180.00	\$541.45	\$500,000.00	49.30%	
Subtotal 040-Operating Expenses	\$2,726.03	\$2,124.85	\$1,014,180.00	\$541.45	\$500,000.00	49.30%	
2114-1 MWPAT ASSABET CONSORTIUM	\$292.86	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
2409-1 HIGH SCHL CONSTR 5/15/05 4.17%	\$139,100.00	\$116,362.50	\$93,625.00	\$0.00	\$70,888.00	75.71%	
2411-1 NEW FIRE STA 5/15/05 4.10%	\$58,525.00	\$44,287.50	\$30,050.00	\$0.00	\$15,813.00	52.62%	
2413-1 UPGRADE WASTE TREAT 5/15/05 4.	\$19,500.00	\$16,312.50	\$13,125.00	\$0.00	\$9,938.00	75.72%	
2415-1 LIBRARY REMODELING 5/15/05 4.07	\$3,187.50	\$2,125.00	\$1,063.00	\$0.00	\$0.00	0.00%	
2417-1 DESIGN FIRE STA 5/15/05 4.08%	\$2,550.00	\$1,700.00	\$850.00	\$0.00	\$0.00	0.00%	
2419-1 FARLEY SCHOOL DESIGN 5/15/05 4.	\$1,912.50	\$1,275.00	\$638.00	\$0.00	\$0.00	0.00%	
2421-1 NEW FIRE TRUCK 5/15/05 4.05%	\$2,125.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
2670-1 MWPAT WASTE WATER TREAT PLA	\$302,880.58	\$290,576.63	\$277,972.00	\$142,175.09	\$265,057.00	95.35%	
2739-1 SCHOOL ADMIN HEATING/COOLING	\$11,878.13	\$10,587.50	\$9,188.00	\$4,943.75	\$7,788.00	84.76%	
2749-1 SENIOR CENTER RENOVATION 10-0	\$102,368.13	\$93,650.00	\$83,910.00	\$44,415.00	\$73,870.00	88.03%	
2751-1 SEWER ROLLING LANE 10-09 3.63%	\$35,605.00	\$32,507.50	\$29,148.00	\$15,413.75	\$25,788.00	88.47%	
2753-1 SEWER WOODROW 10-09 3.63%	\$10,566.88	\$9,645.00	\$8,645.00	\$4,572.50	\$7,645.00	88.43%	
2865-1 JFK SCHOOL CONSTRUCTION 06-11	\$526,781.26	\$490,581.26	\$462,232.00	\$231,115.63	\$431,763.00	93.41%	
2867-1 SUPP APPROP ROLLING LANE 06-1	\$26,375.00	\$24,375.00	\$22,875.00	\$11,437.50	\$21,313.00	93.17%	
2869-1 ACQUISITION 173 WASHINGTON 06-	\$8,125.00	\$7,325.00	\$6,725.00	\$3,362.50	\$0.00	0.00%	
2930-1 MWPAT WASTE WATER TREAT PLA	\$1,394.16	\$1,338.10	\$1,281.00	\$654.85	\$1,222.00	95.39%	
3042-1 JFK SCHOOL CONSTRUCTION 12/20	\$24,806.24	\$23,500.00	\$21,300.00	\$10,650.00	\$19,100.00	89.67%	
3043-1 FIRE PUMPER 12/2014 1.97%	\$9,062.50	\$7,875.00	\$6,075.00	\$3,037.50	\$4,275.00	70.37%	
3044-1 MAIN ST. JOINT RESTORE 12/2014 2	\$12,750.00	\$11,800.00	\$10,200.00	\$5,100.00	\$8,600.00	84.31%	
3045-1 PUBLIC WORKS/POLICE HQ 12/2014	\$46,974.98	\$44,837.50	\$41,238.00	\$20,618.75	\$37,638.00	91.27%	
3138-1 DPW/POLICE HEADQUARTERS - 6/1	\$253,531.26	\$229,781.26	\$206,032.00	\$0.00	\$182,282.00	88.47%	
3140-1 FIRE RESCUE VEHICLE - 6/16	\$15,400.00	\$12,650.00	\$9,900.00	\$0.00	\$7,150.00	72.22%	
3142-1 MULREADY SCHOOL ROOF - 6/16	\$17,312.50	\$15,562.50	\$13,813.00	\$0.00	\$12,063.00	87.33%	

Budget Worksheet

7100

DEBT SERVICE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
3144-1 MULREADY ASBESTOS REMOVAL -	\$8,900.00	\$7,150.00	\$5,400.00	\$0.00	\$3,900.00	72.22%	
3237-1 DPW/POLICE HEADQUARTERS - 06/	\$72,150.00	\$68,100.00	\$64,050.00	\$0.00	\$60,000.00	93.68%	
3238-1 MANNING STREET SEWER - 06/17	\$34,050.00	\$32,100.00	\$30,150.00	\$0.00	\$28,200.00	93.53%	
3239-1 MULREADY SCHOOL ROOF - 06/17	\$3,075.00	\$2,775.00	\$2,475.00	\$0.00	\$2,175.00	87.88%	
3241-1 JFK SCHOOL CONSTRUCTION - 06/1	\$22,125.00	\$20,775.00	\$19,425.00	\$0.00	\$18,075.00	93.05%	
3732-1 INT - FIRE PUMPER 1 (5/17)	\$25,060.12	\$23,850.00	\$21,850.00	\$0.00	\$19,850.00	90.85%	
3734-1 INT - FIRE PUMPER 2 (5/18)	\$25,060.14	\$23,780.66	\$21,850.00	\$0.00	\$19,850.00	90.85%	
3736-1 INT - MORGAN BOWL TRACK & WAL	\$11,817.53	\$11,190.00	\$10,440.00	\$0.00	\$9,690.00	92.82%	
3738-1 INT - TOWN HALL RENO 1 (5/17)	\$13,998.78	\$13,440.00	\$12,440.00	\$0.00	\$11,440.00	91.96%	
3740-1 INT - TOWN HALL RENO 2 (5/18)	\$13,029.33	\$12,440.00	\$11,440.00	\$0.00	\$10,440.00	91.26%	
3881-1 INT-HEAVY EQUIPMENT (11/20)	\$0.00	\$0.00	\$0.00	\$0.00	\$37,690.00	#Div/0!	
3883-1 INT-PUBLIC SAFETY RADIOS (6/20)	\$0.00	\$0.00	\$0.00	\$0.00	\$45,490.00	#Div/0!	
3885-1 INT-ROTARY (5/19)	\$0.00	\$0.00	\$0.00	\$0.00	\$24,670.00	#Div/0!	
3887-1 INT-LIGHT EQUIPMENT (11/20)	\$0.00	\$0.00	\$0.00	\$0.00	\$10,750.00	#Div/0!	
3889-1 INT-DPW VACUUM TRUCK (5/19)	\$0.00	\$0.00	\$0.00	\$0.00	\$16,850.00	#Div/0!	
3891-1 INT-HIGH SCHOOL AIR COND. (5/19)	\$0.00	\$0.00	\$0.00	\$0.00	\$10,660.00	#Div/0!	
3893-1 INT-MULREADY A/C & BOILER (5/19)	\$0.00	\$0.00	\$0.00	\$0.00	\$9,430.00	#Div/0!	
3897-1 INT-HIGH SCHOOL ROOF (6/20)	\$0.00	\$0.00	\$0.00	\$0.00	\$5,250.00	#Div/0!	
3899-1 INT-WASTE-WATER FACILITY PHAS	\$0.00	\$0.00	\$0.00	\$0.00	\$18,530.00	#Div/0!	
<i>Subtotal 041-Debt Interest Inside</i>	\$1,862,270.38	\$1,704,255.41	\$1,549,405.00	\$497,496.82	\$1,565,133.00	101.02%	
2423-1 CONSTR WATER STORAGE 5/15/05	\$18,200.00	\$15,225.00	\$12,250.00	\$0.00	\$9,275.00	75.71%	
2425-1 REPLACE GATES WATER LN 5/15/05	\$13,000.00	\$10,875.00	\$8,750.00	\$0.00	\$6,625.00	75.71%	
2427-1 PHOSPHOROUS TREAT IMP 5/15/05	\$3,025.00	\$2,387.50	\$1,750.00	\$0.00	\$1,325.00	75.71%	
2747-1 CONSTRUCT WATER STORAGE TA	\$14,853.13	\$13,562.50	\$12,163.00	\$6,431.25	\$10,763.00	88.49%	
2755-1 WATER MAIN HOSMER ST 10-09 3.6	\$4,583.13	\$4,177.50	\$3,738.00	\$1,978.75	\$3,298.00	88.23%	
2757-1 WATER MAIN MURPHY RD 10-09 3.6	\$10,609.38	\$9,687.50	\$8,688.00	\$4,593.75	\$7,688.00	88.49%	
2759-1 WATER MAIN PARMENTER RD 10-0	\$6,790.00	\$6,200.00	\$5,560.00	\$2,940.00	\$4,920.00	88.49%	

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
2761-1 WATER MAIN WHITE POND RD 10-0	\$5,516.88	\$5,037.50	\$4,518.00	\$2,388.75	\$3,998.00	88.49%	
2763-1 SUPP APPROP S WRT TANK 10-09 3	\$10,566.88	\$9,645.00	\$8,645.00	\$4,572.50	\$7,645.00	88.43%	
3050-1 WATER METERS 12/2014 1.86%	\$9,281.26	\$7,975.00	\$5,775.00	\$2,887.50	\$3,575.00	61.90%	
3051-1 KANE WELL WATER FILTRATION 12	\$33,656.26	\$31,875.00	\$28,875.00	\$14,437.50	\$26,075.00	90.30%	
3052-1 MURPHY WATER TANK REHAB 12/2	\$1,037.50	\$800.00	\$400.00	\$200.00	\$0.00	0.00%	
3053-1 CRANBERRY WELL 12/2014 2.77%	\$45,243.76	\$42,987.50	\$39,188.00	\$19,593.75	\$35,388.00	90.30%	
3240-1 CHESTNUT WELL - 06/17	\$3,750.00	\$3,450.00	\$3,150.00	\$0.00	\$2,850.00	90.48%	
3742-1 INT - WATER SYSTEM IMPROVEME	\$63,198.08	\$60,940.00	\$56,690.00	\$0.00	\$52,440.00	92.50%	
3744-1 INT - CHESTNUT WELL (5/16)	\$14,725.86	\$14,190.00	\$13,190.00	\$0.00	\$12,190.00	92.42%	
3895-1 INT-WATER SYSTEM IMPROV (5/18)	\$0.00	\$0.00	\$0.00	\$0.00	\$42,250.00	#Div/0!	
3901-1 INT-WATER TREATMENT PLANT EQ	\$0.00	\$0.00	\$0.00	\$0.00	\$8,980.00	#Div/0!	
Subtotal 042-Debt Interest Outside	\$258,037.12	\$239,015.00	\$213,330.00	\$60,023.75	\$239,285.00	112.17%	
2022-1 MWPAT SEPTIC BETTERMENT TITL	\$7,223.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
2115-1 MWPAT ASSABET CONSORTIUM	\$14,918.44	\$14,217.29	\$0.00	\$0.00	\$0.00	0.00%	
2408-1 HIGH SCHL CONSTR 5/15/05 4.17%	\$535,000.00	\$535,000.00	\$535,000.00	\$0.00	\$535,000.00	100.00%	
2410-1 NEW FIRE STA 5/15/05 4.10%	\$335,000.00	\$335,000.00	\$335,000.00	\$0.00	\$335,000.00	100.00%	
2412-1 UPGRADE WASTE TREAT 5/15/05 4.	\$75,000.00	\$75,000.00	\$75,000.00	\$0.00	\$75,000.00	100.00%	
2414-1 LIBRARY REMODELING 5/15/05 4.07	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00	0.00%	
2416-1 DESIGN FIRE STA 5/15/05 4.08%	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00	0.00%	
2418-1 FARLEY SCHOOL DESIGN 5/15/05 4.	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	0.00%	
2420-1 NEW FIRE TRUCK 5/15/05 4.05%	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
2671-1 MWPAT WASTE WATER TREAT PLA	\$472,773.45	\$484,359.69	\$496,229.00	\$496,229.00	\$508,391.00	102.45%	
2672-1 MWPAT ASSABET CONSORTIUM T	\$9,926.00	\$9,926.00	\$0.00	\$0.00	\$0.00	0.00%	
2738-1 SCHOOL ADMIN HEATING/COOLING	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	100.00%	
2748-1 SENIOR CENTER RENOVATION 10-0	\$231,000.00	\$241,000.00	\$246,000.00	\$246,000.00	\$256,000.00	104.07%	
2750-1 SEWER ROLLING LANE 10-09 3.63%	\$84,000.00	\$84,000.00	\$84,000.00	\$84,000.00	\$84,000.00	100.00%	
2752-1 SEWER WOODROW 10-09 3.63%	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	100.00%	

Budget Worksheet

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DEBT SERVICE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
2866-1 JFK SCHOOL CONSTRUCTION 06-11	\$905,000.00	\$945,000.00	\$975,000.00	\$0.00	\$1,020,000.00	104.62%	
2868-1 SUPP APPROP ROLLING LANE 06-1	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00	100.00%	
2870-1 ACQUISITION 173 WASHINGTON 06-	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00	0.00%	
2931-1 MW PAT WASTE WATER TREAT PLA	\$2,335.74	\$2,396.30	\$2,457.00	\$2,456.91	\$2,520.00	102.56%	
3046-1 JFK SCHOOL CONSTRUCTION 12/20	\$55,000.00	\$55,000.00	\$55,000.00	\$0.00	\$55,000.00	100.00%	
3047-1 FIRE PUMPER 12/2014 1.97%	\$50,000.00	\$45,000.00	\$45,000.00	\$0.00	\$45,000.00	100.00%	
3048-1 MAIN ST. JOINT RESTORE 12/2014 2	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	\$40,000.00	100.00%	
3049-1 PUBLIC WORKS/POLICE HQ 12/2014	\$90,000.00	\$90,000.00	\$90,000.00	\$0.00	\$90,000.00	100.00%	
3137-1 DPW/POLICE HEADQUARTERS - 6/1	\$475,000.00	\$475,000.00	\$475,000.00	\$0.00	\$475,000.00	100.00%	
3139-1 FIRE RESCUE VEHICLE - 6/16	\$55,000.00	\$55,000.00	\$55,000.00	\$0.00	\$55,000.00	100.00%	
3141-1 MULREADY SCHOOL ROOF - 6/16	\$35,000.00	\$35,000.00	\$35,000.00	\$0.00	\$35,000.00	100.00%	
3143-1 MULREADY ASBESTOS REMOVAL -	\$35,000.00	\$35,000.00	\$30,000.00	\$0.00	\$30,000.00	100.00%	
3242-1 DPW/POLICE HEADQUARTERS - 06/	\$135,000.00	\$135,000.00	\$135,000.00	\$0.00	\$135,000.00	100.00%	
3243-1 MANNING STREET SEWER - 06/17	\$65,000.00	\$65,000.00	\$65,000.00	\$0.00	\$65,000.00	100.00%	
3244-1 MULREADY SCHOOL ROOF - 06/17	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$5,000.00	50.00%	
3246-1 JFK SCHOOL CONSTRUCTION - 06/1	\$45,000.00	\$45,000.00	\$45,000.00	\$0.00	\$45,000.00	100.00%	
3731-1 FIRE PUMPER 1 (5/17)	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	\$40,000.00	100.00%	
3733-1 FIRE PUMPER 2 (5/18)	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	\$40,000.00	100.00%	
3735-1 MORGAN BOWL TRACK & WALL (5/1	\$20,000.00	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	100.00%	
3737-1 TOWN HALL RENO 1 (5/17)	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	100.00%	
3739-1 TOWN HALL RENO 2 (5/18)	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	100.00%	
3882-1 HEAVY EQUIPMENT (11/20)	\$0.00	\$0.00	\$0.00	\$0.00	\$97,000.00	#Div/0!	
3884-1 PUBLIC SAFETY RADIOS (6/20)	\$0.00	\$0.00	\$0.00	\$0.00	\$123,000.00	#Div/0!	
3886-1 ROTARY (5/19)	\$0.00	\$0.00	\$0.00	\$0.00	\$55,000.00	#Div/0!	
3888-1 LIGHT EQUIPMENT (11/20)	\$0.00	\$0.00	\$0.00	\$0.00	\$54,000.00	#Div/0!	
3890-1 DPW VACUUM TRUCK (5/19)	\$0.00	\$0.00	\$0.00	\$0.00	\$46,000.00	#Div/0!	
3892-1 HIGH SCHOOL AIR COND. (5/19)	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	#Div/0!	
3894-1 MULREADY AIR COND & BOILER (5/	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	#Div/0!	

Budget Worksheet

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DEBT SERVICE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
3898-1 HIGH SCHOOL ROOF (6/20)	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	#Div/0!	
3900-1 WASTEWATER FACILITY PHASE II (\$0.00	\$0.00	\$0.00	\$0.00	\$35,000.00	#Div/0!	
<i>Subtotal 045-Inside Debt Limit</i>	\$4,142,176.63	\$4,135,899.28	\$4,153,686.00	\$888,685.91	\$4,595,911.00	110.65%	
1910-1 WATER MAIN 7/15/99 5.08%	\$18,020.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
2422-1 CONSTR WATER STORAGE 5/15/05	\$70,000.00	\$70,000.00	\$70,000.00	\$0.00	\$70,000.00	100.00%	
2424-1 REPLACE GATES WATER LN 5/15/05	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00	100.00%	
2426-1 PHOSPHOROUS TREAT IMP 5/15/05	\$15,000.00	\$15,000.00	\$10,000.00	\$0.00	\$10,000.00	100.00%	
2746-1 CONSTRUCT WATER STORAGE TA	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	100.00%	
2754-1 WATER MAIN HOSMER ST 10-09 3.6	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00	100.00%	
2756-1 WATER MAIN MURPHY RD 10-09 3.6	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	100.00%	
2758-1 WATER MAIN PARMENTER RD 10-0	\$16,000.00	\$16,000.00	\$16,000.00	\$16,000.00	\$16,000.00	100.00%	
2760-1 WATER MAIN WHITE POND RD 10-0	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	100.00%	
2762-1 SUPP APPROP S WTR TANK 10-09 3	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	100.00%	
3054-1 WATER METERS 12/2014 1.86%	\$55,000.00	\$55,000.00	\$55,000.00	\$0.00	\$55,000.00	100.00%	
3055-1 KANE WELL WATER FILTRATION 12	\$75,000.00	\$75,000.00	\$70,000.00	\$0.00	\$70,000.00	100.00%	
3056-1 MURPHY WATER TANK REHAB 12/2	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	0.00%	
3057-1 CRANBERRY WELL 12/2014 2.77%	\$95,000.00	\$95,000.00	\$95,000.00	\$0.00	\$95,000.00	100.00%	
3245-1 CHESTNUT WELL - 06/17	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	100.00%	
3741-1 WATER SYSTEM IMPROVEMENTS (\$85,000.00	\$85,000.00	\$85,000.00	\$0.00	\$85,000.00	100.00%	
3743-1 CHESTNUT WELL (5/16)	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	100.00%	
3896-1 WATER SYSTEM IMPROVEMENTS (\$0.00	\$0.00	\$0.00	\$0.00	\$80,000.00	#Div/0!	
3902-1 WATER TREATMENT PLANT EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	#Div/0!	
<i>Subtotal 046-Outside Debt Limit</i>	\$628,020.00	\$610,000.00	\$600,000.00	\$125,000.00	\$695,000.00	115.83%	
Total 7100-DEBT SERVICE	\$6,893,230.16	\$6,691,294.54	\$7,530,601.00	\$1,571,747.93	\$7,595,329.00	100.86%	

txtGroup1 Code: 040 - OPERATING EXPENSES	txtAccountNumber	txtAccountName	FY2022 BUDGET REQUEST	FY2023 BUDGET REQUEST
	0460-100-7100-5900-040	TEMP BORROWING	254,355.00	500,000.00
Code: 041 - DEBT INTEREST INSIDE				
	2409-100-7100-5916-041	HIGH SCHL CONSTR 5/15/05 4.17%	93,625.00	70,888.00
	2411-100-7100-5916-041	NEW FIRE STA 5/15/05 4.10%	30,050.00	15,813.00
	2413-100-7100-5916-041	UPGRADE WASTE TREAT 5/15/05 4.16%	13,125.00	9,938.00
	2415-100-7100-5916-041	LIBRARY REMODELING 5/15/05 4.07%	1,063.00	0.00
	2417-100-7100-5916-041	DESIGN FIRE STA 5/15/05 4.08%	850.00	0.00
	2419-100-7100-5916-041	FARLEY SCHOOL DESIGN 5/15/05 4.06%	638.00	0.00
	2670-100-7100-5916-041	MWPAT WASTE WATER TREAT PLANT UPGRADE 2.421%	277,972.00	265,057.00
	2739-100-7100-5916-041	SCHOOL ADMIN HEATING/COOLING 10-09 3.48%	9,188.00	7,788.00
	2749-100-7100-5916-041	SENIOR CENTER RENOVATION 10-09 3.66%	83,910.00	73,870.00
	2751-100-7100-5916-041	SEWER ROLLING LANE 10-09 3.63%	29,148.00	25,788.00
	2753-100-7100-5916-041	SEWER WOODROW 10-09 3.63%	8,645.00	7,645.00
	2865-100-7100-5916-041	JFK SCHOOL CONSTRUCTION 06-11 3.73%	462,232.00	431,763.00
	2867-100-7100-5916-041	SUPP APPROP ROLLING LANE 06-11 3.62%	22,875.00	21,313.00
	2869-100-7100-5916-041	ACQUISITION 173 WASHINGTON 06-11 3.45%	6,725.00	0.00
	2930-100-7100-5916-041	MWPAT WASTE WATER TREAT PLANT UP2 2.421%	1,281.00	1,222.00
	3042-100-7100-5916-041	JFK SCHOOL CONSTRUCTION 12/2014 2.75%	21,300.00	19,100.00
	3043-100-7100-5916-041	FIRE PUMPER 12/2014 1.97%	6,075.00	4,275.00
	3044-100-7100-5916-041	MAIN ST. JOINT RESTORE 12/2014 2.41%	10,200.00	8,600.00
	3045-100-7100-5916-041	PUBLIC WORKS/POLICE HQ 12/2014 2.82%	41,238.00	37,638.00
	3138-100-7100-5916-041	DPW/POLICE HEADQUARTERS - 6/16	206,032.00	182,282.00
	3140-100-7100-5916-041	FIRE RESCUE VEHICLE - 6/16	9,900.00	7,150.00
	3142-100-7100-5916-041	MULREADY SCHOOL ROOF - 6/16	13,813.00	12,063.00
	3144-100-7100-5916-041	MULREADY ASBESTOS REMOVAL - 6/16	5,400.00	3,900.00
	3237-100-7100-5916-041	DPW/POLICE HEADQUARTERS - 06/17	64,050.00	60,000.00
	3238-100-7100-5916-041	MANNING STREET SEWER - 06/17	30,150.00	28,200.00
	3239-100-7100-5916-041	MULREADY SCHOOL ROOF - 06/17	2,475.00	2,175.00
	3241-100-7100-5916-041	JFK SCHOOL CONSTRUCTION - 06/17	19,425.00	18,075.00
	3732-100-7100-5916-041	FIRE PUMPER 1 (5/17)	21,850.00	19,850.00
	3734-100-7100-5916-041	FIRE PUMPER 2 (5/18)	21,850.00	19,850.00
	3736-100-7100-5918-041	MORGAN BOWL TRACK & WALL (5/17)	10,440.00	9,690.00

3738-100-7100-5918-041	TOWN HALL RENO 1 (5/17)	12,440.00	11,440.00
3740-100-7100-5918-041	TOWN HALL RENO 2 (5/18)	11,440.00	10,440.00
3881-100-7100-5918-041	INT-HEAVY EQUIPMENT (11/20)	32,024.00	37,690.00
3883-100-7100-5918-041	INT-PUBLIC SAFETY RADIOS (6/20)	38,874.00	45,490.00
3885-100-7100-5918-041	INT-ROTARY (5/19)	20,642.00	24,670.00
3887-100-7100-5918-041	INT-LIGHT EQUIPMENT (11/20)	10,163.00	10,750.00
3889-100-7100-5918-041	INT-DPW VACUUM TRUCK (5/19)	14,416.00	16,850.00
3891-100-7100-5917-041	INT-HIGH SCHOOL AIR COND. (5/19)	8,778.00	10,660.00
3893-100-7100-5917-041	INT-MULREADY A/C & BOILER (5/19)	7,852.00	9,430.00
3897-100-7100-5917-041	INT-HIGH SCHOOL ROOF (6/20)	4,329.00	5,250.00
3899-100-7100-5916-041	INT-WASTEWATER FACILITY PHASE II (6/20)	15,267.00	18,530.00
		1,701,750.00 OK	1,565,133.00 OK

Code: 042 - DEBT INTEREST OUTSIDE

2423-100-7100-5915-042	CONSTR WATER STORAGE 5/15/05 4.16%	12,250.00	9,275.00
2425-100-7100-5915-042	REPLACE GATES WATER LN 5/15/05 4.16%	8,750.00	6,625.00
2427-100-7100-5915-042	PHOSPHOROUS TREAT IMP 5/15/05 4.15%	1,750.00	1,325.00
2747-100-7100-5915-042	CONSTRUCT WATER STORAGE TANK 10-09 3.63%	12,163.00	10,763.00
2755-100-7100-5915-042	WATER MAIN HOSMER ST 10-09 3.62%	3,738.00	3,298.00
2757-100-7100-5915-042	WATER MAIN MURPHY RD 10-09 3.63%	8,688.00	7,688.00
2759-100-7100-5915-042	WATER MAIN PARMENTER RD 10-09 3.63%	5,560.00	4,920.00
2761-100-7100-5915-042	WATER MAIN WHITE POND RD 10-09 3.63%	4,518.00	3,998.00
2763-100-7100-5915-042	SUPP APPROP S WRT TANK 10-09 3.63%	8,645.00	7,645.00
3050-100-7100-5915-042	WATER METERS 12/2014 1.86%	5,775.00	3,575.00
3051-100-7100-5915-042	KANE WELL WATER FILTRATION 12/2014 2.76%	28,875.00	26,075.00
3052-100-7100-5915-042	MURPHY WATER TANK REHAB 12/2014 1.6%	400.00	0.00
3053-100-7100-5915-042	CRANBERRY WELL 12/2014 2.77%	39,188.00	35,388.00
3240-100-7100-5915-042	CHESTNUT WELL - 06/17	3,150.00	2,850.00
3742-100-7100-5915-042	WATER SYSTEM IMPROVEMENTS - (5/18) (5/19)	56,690.00	52,440.00
3744-100-7100-5915-042	CHESTNUT WELL (5/16)	13,190.00	12,190.00
3895-100-7100-5915-042	INT-WATER SYSTEM IMPROV (5/18)	34,816.00	42,250.00
3901-100-7100-5915-042	INT-WATER TREATMENT PLANT EQUIP (6/20)	7,664.00	8,980.00
		255,810.00 OK	239,285.00 OK

Code: 045 - INSIDE DEBT LIMIT

		FY2022 BUDGET	FY2023 BUDGET
2408-100-7100-5915-045	HIGH SCHL CONSTR 5/15/05 4.17%	535,000.00	535,000.00
2410-100-7100-5915-045	NEW FIRE STA 5/15/05 4.10%	335,000.00	335,000.00
2412-100-7100-5915-045	UPGRADE WASTE TREAT 5/15/05 4.16%	75,000.00	75,000.00
2414-100-7100-5915-045	LIBRARY REMODELING 5/15/05 4.07%	25,000.00	0.00
2416-100-7100-5915-045	DESIGN FIRE STA 5/15/05 4.08%	20,000.00	0.00

2418-100-7100-5915-045	FARLEY SCHOOL DESIGN 5/15/05 4.06%	15,000.00	0.00
2671-100-7100-5915-045	MWPAT WASTE WATER TREAT PLANT UPGRADE 2.421%	496,229.00	508,391.00
2738-100-7100-5914-045	SCHOOL ADMIN HEATING/COOLING 10-09 3.48%	35,000.00	35,000.00
2748-100-7100-5914-045	SENIOR CENTER RENOVATION 10-09 3.66%	246,000.00	256,000.00
2750-100-7100-5914-045	SEWER ROLLING LANE 10-09 3.63%	84,000.00	84,000.00
2752-100-7100-5914-045	SEWER WOODROW 10-09 3.63%	25,000.00	25,000.00
2866-100-7100-5914-045	JFK SCHOOL CONSTRUCTION 06-11 3.73%	975,000.00	1,020,000.00
2868-100-7100-5914-045	SUPP APPROP ROLLING LANE 06-11 3.62%	50,000.00	50,000.00
2870-100-7100-5914-045	ACQUISITION 173 WASHINGTON 06-11 3.45%	20,000.00	0.00
2931-100-7100-5914-045	MWPAT WASTE WATER TREAT PLANT UP2 2.421%	2,457.00	2,520.00
3046-100-7100-5916-045	JFK SCHOOL CONSTRUCTION 12/2014 2.75%	55,000.00	55,000.00
3047-100-7100-5916-045	FIRE PUMPER 12/2014 1.97%	45,000.00	45,000.00
3048-100-7100-5916-045	MAIN ST. JOINT RESTORE 12/2014 2.41%	40,000.00	40,000.00
3049-100-7100-5916-045	PUBLIC WORKS/POLICE HQ 12/2014 2.82%	90,000.00	90,000.00
3137-100-7100-5916-045	DPW/POLICE HEADQUARTERS - 6/16	475,000.00	475,000.00
3139-100-7100-5916-045	FIRE RESCUE VEHICLE - 6/16	55,000.00	55,000.00
3141-100-7100-5916-045	MULREADY SCHOOL ROOF - 6/16	35,000.00	35,000.00
3143-100-7100-5916-045	MULREADY ASBESTOS REMOVAL - 6/16	30,000.00	30,000.00
3242-100-7100-5914-045	DPW/POLICE HEADQUARTERS - 06/17	135,000.00	135,000.00
3243-100-7100-5914-045	MANNING STREET SEWER - 06/17	65,000.00	65,000.00
3244-100-7100-5914-045	MULREADY SCHOOL ROOF - 06/17	10,000.00	5,000.00
3246-100-7100-5910-045	JFK SCHOOL CONSTRUCTION - 06/17	45,000.00	45,000.00
3731-100-7100-5916-045	FIRE PUMPER 1 (5/17)	40,000.00	40,000.00
3733-100-7100-5916-045	FIRE PUMPER 2 (5/18)	40,000.00	40,000.00
3735-100-7100-5918-045	MORGAN BOWL TRACK & WALL (5/17)	15,000.00	15,000.00
3737-100-7100-5918-045	TOWN HALL RENO 1 (5/17)	20,000.00	20,000.00
3739-100-7100-5918-045	TOWN HALL RENO 2 (5/18)	20,000.00	20,000.00
3882-100-7100-5914-045	HEAVY EQUIPMENT (11/20)	97,000.00	97,000.00
3884-100-7100-5914-045	PUBLIC SAFETY RADIOS (6/20)	123,000.00	123,000.00
3886-100-7100-5914-045	ROTARY (5/19)	55,000.00	55,000.00
3888-100-7100-5914-045	LIGHT EQUIPMENT (11/20)	55,000.00	54,000.00
3890-100-7100-5914-045	DPW VACUUM TRUCK (5/19)	46,000.00	46,000.00
3892-100-7100-5913-045	HIGH SCHOOL AIR COND. (5/19)	20,000.00	20,000.00
3894-100-7100-5913-045	MULREADY AIR COND & BOILER (5/19)	20,000.00	20,000.00
3898-100-7100-5913-045	HIGH SCHOOL ROOF (6/20)	10,000.00	10,000.00
3900-100-7100-5914-045	WASTEWATER FACILITY PHASE II (6/20)	35,000.00	35,000.00

4,614,686.00 OK 4,595,911.00 OK

Code: 046 - OUTSIDE DEBT LIMIT

FY2022 BUDGET

FY2023 BUDGET

2422-100-7100-5910-046	CONSTR WATER STORAGE 5/15/05 4.16%	70,000.00	70,000.00	
2424-100-7100-5910-046	REPLACE GATES WATER LN 5/15/05 4.16%	50,000.00	50,000.00	
2426-100-7100-5910-046	PHOSPHOROUS TREAT IMP 5/15/05 4.15%	10,000.00	10,000.00	
2746-100-7100-5912-046	CONSTRUCT WATER STORAGE TANK 10-09 3.63%	35,000.00	35,000.00	
2754-100-7100-5912-046	WATER MAIN HOSMER ST 10-09 3.62%	11,000.00	11,000.00	
2756-100-7100-5912-046	WATER MAIN MURPHY RD 10-09 3.63%	25,000.00	25,000.00	
2758-100-7100-5912-046	WATER MAIN PARMENTER RD 10-09 3.63%	16,000.00	16,000.00	
2760-100-7100-5912-046	WATER MAIN WHITE POND RD 10-09 3.63%	13,000.00	13,000.00	
2762-100-7100-5912-046	SUPP APPROP S WTR TANK 10-09 3.63%	25,000.00	25,000.00	
3054-100-7100-5910-046	WATER METERS 12/2014 1.86%	55,000.00	55,000.00	
3055-100-7100-5910-046	KANE WELL WATER FILTRATION 12/2014 2.76%	70,000.00	70,000.00	
3056-100-7100-5910-046	MURPHY WATER TANK REHAB 12/2014 1.6%	0.00	0.00	
3057-100-7100-5910-046	CRANBERRY WELL 12/2014 2.77%	95,000.00	95,000.00	
3245-100-7100-5910-046	CHESTNUT WELL - 06/17	10,000.00	10,000.00	
3741-100-7100-5910-046	WATER SYSTEM IMPROVEMENTS (5/18)(5/19)	85,000.00	85,000.00	
3743-100-7100-5910-046	CHESTNUT WELL (5/16)	20,000.00	20,000.00	
3896-100-7100-5910-046	WATER SYSTEM IMPROVEMENTS (5/18)	80,000.00	80,000.00	
3902-100-7100-5910-046	WATER TREATMENT PLANT EQUIP (6/20)	24,000.00	25,000.00	
		704,000.00	695,000.00	OK
	TOTAL ALL	7,530,601.00	7,595,329.00	

txtGroup1 Code: 040 - OPERATING EXPENSES	txtAccountNumber	txtAccountName	FY2022 BUDGET REQUEST	FY2023 BUDGET REQUEST
	0460-100-7100-5900-040	TEMP BORROWING	254,355.00	500,000.00
Code: 041 - DEBT INTEREST INSIDE				
	2409-100-7100-5916-041	HIGH SCHL CONSTR 5/15/05 4.17%	93,625.00	70,888.00
	2411-100-7100-5916-041	NEW FIRE STA 5/15/05 4.10%	30,050.00	15,813.00
	2413-100-7100-5916-041	UPGRADE WASTE TREAT 5/15/05 4.16%	13,125.00	9,938.00
	2415-100-7100-5916-041	LIBRARY REMODELING 5/15/05 4.07%	1,063.00	0.00
	2417-100-7100-5916-041	DESIGN FIRE STA 5/15/05 4.08%	860.00	0.00
	2419-100-7100-5916-041	FARLEY SCHOOL DESIGN 5/15/05 4.06%	638.00	0.00
	2670-100-7100-5916-041	MWPAT WASTE WATER TREAT PLANT UPGRADE 2.421%	277,972.00	265,057.00
	2739-100-7100-5916-041	SCHOOL ADMIN HEATING/COOLING 10-09 3.48%	9,188.00	7,788.00
	2749-100-7100-5916-041	SENIOR CENTER RENOVATION 10-09 3.66%	83,910.00	73,870.00
	2751-100-7100-5916-041	SEWER ROLLING LANE 10-09 3.63%	29,148.00	26,788.00
	2753-100-7100-5916-041	SEWER WOODROW 10-09 3.63%	8,645.00	7,645.00
	2865-100-7100-5916-041	JFK SCHOOL CONSTRUCTION 06-11 3.73%	462,232.00	431,763.00
	2867-100-7100-5916-041	SUPP APPROP ROLLING LANE 06-11 3.62%	22,875.00	21,313.00
	2869-100-7100-5916-041	ACQUISITION 173 WASHINGTON 06-11 3.45%	6,725.00	0.00
	2930-100-7100-5916-041	MWPAT WASTE WATER TREAT PLANT UP2 2.421%	1,281.00	1,222.00
	3042-100-7100-5916-041	JFK SCHOOL CONSTRUCTION 12/2014 2.75%	21,300.00	19,100.00
	3043-100-7100-5916-041	FIRE PUMPER 12/2014 1.97%	6,075.00	4,275.00
	3044-100-7100-5916-041	MAIN ST. JOINT RESTORE 12/2014 2.41%	10,200.00	8,600.00
	3045-100-7100-5916-041	PUBLIC WORKS/POLICE HQ 12/2014 2.82%	41,238.00	37,638.00
	3138-100-7100-5916-041	DPW/POLICE HEADQUARTERS - 6/16	206,032.00	182,282.00
	3140-100-7100-5916-041	FIRE RESCUE VEHICLE - 6/16	9,900.00	7,150.00
	3142-100-7100-5916-041	MULREADY SCHOOL ROOF - 6/16	13,813.00	12,063.00
	3144-100-7100-5916-041	MULREADY ASBESTOS REMOVAL - 6/16	5,400.00	3,900.00
	3237-100-7100-5916-041	DPW/POLICE HEADQUARTERS - 06/17	64,050.00	60,000.00
	3238-100-7100-5916-041	MANNING STREET SEWER - 06/17	30,150.00	28,200.00
	3239-100-7100-5916-041	MULREADY SCHOOL ROOF - 06/17	2,475.00	2,175.00
	3241-100-7100-5916-041	JFK SCHOOL CONSTRUCTION - 06/17	19,425.00	18,075.00
	3732-100-7100-5916-041	FIRE PUMPER 1 (5/17)	21,850.00	19,850.00
	3734-100-7100-5916-041	FIRE PUMPER 2 (5/18)	21,850.00	19,850.00
	3736-100-7100-5918-041	MORGAN BOWL TRACK & WALL (5/17)	10,440.00	9,690.00

3738-100-7100-5918-041	TOWN HALL RENO 1 (5/17)	12,440.00	11,440.00
3740-100-7100-5918-041	TOWN HALL RENO 2 (5/18)	11,440.00	10,440.00
3881-100-7100-5918-041	INT-HEAVY EQUIPMENT (11/20)	32,024.00	37,690.00
3883-100-7100-5918-041	INT-PUBLIC SAFETY RADIOS (6/20)	38,874.00	45,490.00
3885-100-7100-5918-041	INT-ROTARY (5/19)	20,642.00	24,670.00
3887-100-7100-5918-041	INT-LIGHT EQUIPMENT (11/20)	10,163.00	10,750.00
3889-100-7100-5918-041	INT-DPW VACUUM TRUCK (5/19)	14,416.00	16,850.00
3891-100-7100-5917-041	INT-HIGH SCHOOL AIR COND. (5/19)	8,778.00	10,660.00
3893-100-7100-5917-041	INT-MULREADY A/C & BOILER (5/19)	7,852.00	9,430.00
3897-100-7100-5917-041	INT-HIGH SCHOOL ROOF (6/20)	4,329.00	5,250.00
3899-100-7100-5916-041	INT-WASTEWATER FACILITY PHASE II (6/20)	15,267.00	18,530.00

Code: 042 - DEBT INTEREST OUTSIDE **1,701,750.00 OK** **1,565,133.00 OK**

2423-100-7100-5915-042	CONSTR WATER STORAGE 5/15/05 4.16%	12,250.00	9,275.00
2425-100-7100-5915-042	REPLACE GATES WATER LN 5/15/05 4.16%	8,750.00	6,625.00
2427-100-7100-5915-042	PHOSPHOROUS TREAT IMP 5/15/05 4.15%	1,750.00	1,325.00
2747-100-7100-5915-042	CONSTRUCT WATER STORAGE TANK 10-09 3.63%	12,163.00	10,763.00
2755-100-7100-5915-042	WATER MAIN HOSMER ST 10-09 3.62%	3,738.00	3,298.00
2757-100-7100-5915-042	WATER MAIN MURPHY RD 10-09 3.63%	8,688.00	7,688.00
2759-100-7100-5915-042	WATER MAIN PARMENTER RD 10-09 3.63%	5,560.00	4,920.00
2761-100-7100-5915-042	WATER MAIN WHITE POND RD 10-09 3.63%	4,518.00	3,998.00
2763-100-7100-5915-042	SUPP APPROP S WRT TANK 10-09 3.63%	8,645.00	7,645.00
3050-100-7100-5915-042	WATER METERS 12/2014 1.86%	5,775.00	3,575.00
3051-100-7100-5915-042	KANE WELL WATER FILTRATION 12/2014 2.76%	28,875.00	26,075.00
3052-100-7100-5915-042	MURPHY WATER TANK REHAB 12/2014 1.6%	400.00	0.00
3053-100-7100-5915-042	CRANBERRY WELL 12/2014 2.77%	39,188.00	35,388.00
3240-100-7100-5915-042	CHESTNUT WELL - 06/17	3,150.00	2,850.00
3742-100-7100-5915-042	WATER SYSTEM IMPROVEMENTS - (5/18) (5/19)	56,690.00	52,440.00
3744-100-7100-5915-042	CHESTNUT WELL (5/16)	13,190.00	12,190.00
3895-100-7100-5915-042	INT-WATER SYSTEM IMPROV (5/18)	34,816.00	42,250.00
3901-100-7100-5915-042	INT-WATER TREATMENT PLANT EQUIP (6/20)	7,664.00	8,980.00

Code: 045 - INSIDE DEBT LIMIT **255,810.00 OK** **239,285.00 OK**

2408-100-7100-5915-045	HIGH SCHL CONSTR 5/15/05 4.17%	535,000.00	535,000.00
2410-100-7100-5915-045	NEW FIRE STA 5/15/05 4.10%	335,000.00	335,000.00
2412-100-7100-5915-045	UPGRADE WASTE TREAT 5/15/05 4.16%	75,000.00	75,000.00
2414-100-7100-5915-045	LIBRARY REMODELING 5/15/05 4.07%	25,000.00	0.00
2416-100-7100-5915-045	DESIGN FIRE STA 5/15/05 4.08%	20,000.00	0.00

FY2022 BUDGET **FY2023 BUDGET**

2418-100-7100-5915-045	FARLEY SCHOOL DESIGN 5/15/05 4.06%	15,000.00	0.00
2671-100-7100-5915-045	MWPAT WASTE WATER TREAT PLANT UPGRADE 2.421%	496,229.00	508,391.00
2738-100-7100-5914-045	SCHOOL ADMIN HEATING/COOLING 10-09 3.48%	35,000.00	35,000.00
2748-100-7100-5914-045	SENIOR CENTER RENOVATION 10-09 3.66%	246,000.00	256,000.00
2750-100-7100-5914-045	SEWER ROLLING LANE 10-09 3.63%	84,000.00	84,000.00
2752-100-7100-5914-045	SEWER WOODROW 10-09 3.63%	25,000.00	25,000.00
2866-100-7100-5914-045	JFK SCHOOL CONSTRUCTION 06-11 3.73%	975,000.00	1,020,000.00
2868-100-7100-5914-045	SUPP APPROP ROLLING LANE 06-11 3.62%	50,000.00	50,000.00
2870-100-7100-5914-045	ACQUISITION 173 WASHINGTON 06-11 3.45%	20,000.00	0.00
2931-100-7100-5914-045	MWPAT WASTE WATER TREAT PLANT UP2 2.421%	2,457.00	2,520.00
3046-100-7100-5916-045	JFK SCHOOL CONSTRUCTION 12/2014 2.75%	55,000.00	55,000.00
3047-100-7100-5916-045	FIRE PUMPER 12/2014 1.97%	45,000.00	45,000.00
3048-100-7100-5916-045	MAIN ST. JOINT RESTORE 12/2014 2.41%	40,000.00	40,000.00
3049-100-7100-5916-045	PUBLIC WORKS/POLICE HQ 12/2014 2.82%	90,000.00	90,000.00
3137-100-7100-5916-045	DPW/POLICE HEADQUARTERS - 6/16	475,000.00	475,000.00
3139-100-7100-5916-045	FIRE RESCUE VEHICLE - 6/16	55,000.00	55,000.00
3141-100-7100-5916-045	MULREADY SCHOOL ROOF - 6/16	35,000.00	35,000.00
3143-100-7100-5916-045	MULREADY ASBESTOS REMOVAL - 6/16	30,000.00	30,000.00
3242-100-7100-5914-045	DPW/POLICE HEADQUARTERS - 06/17	135,000.00	135,000.00
3243-100-7100-5914-045	MANNING STREET SEWER - 06/17	65,000.00	65,000.00
3244-100-7100-5914-045	MULREADY SCHOOL ROOF - 06/17	10,000.00	5,000.00
3246-100-7100-5910-045	JFK SCHOOL CONSTRUCTION - 06/17	45,000.00	45,000.00
3731-100-7100-5916-045	FIRE PUMPER 1 (5/17)	40,000.00	40,000.00
3733-100-7100-5916-045	FIRE PUMPER 2 (5/18)	40,000.00	40,000.00
3735-100-7100-5918-045	MORGAN BOWL TRACK & WALL (5/17)	15,000.00	15,000.00
3737-100-7100-5918-045	TOWN HALL RENO 1 (5/17)	20,000.00	20,000.00
3739-100-7100-5918-045	TOWN HALL RENO 2 (5/18)	20,000.00	20,000.00
3882-100-7100-5914-045	HEAVY EQUIPMENT (11/20)	97,000.00	97,000.00
3884-100-7100-5914-045	PUBLIC SAFETY RADIOS (6/20)	123,000.00	123,000.00
3886-100-7100-5914-045	ROTARY (5/19)	55,000.00	55,000.00
3888-100-7100-5914-045	LIGHT EQUIPMENT (11/20)	55,000.00	54,000.00
3890-100-7100-5914-045	DPW VACUUM TRUCK (5/19)	46,000.00	46,000.00
3892-100-7100-5913-045	HIGH SCHOOL AIR COND. (5/19)	20,000.00	20,000.00
3894-100-7100-5913-045	MULREADY AIR COND & BOILER (5/19)	20,000.00	20,000.00
3898-100-7100-5913-045	HIGH SCHOOL ROOF (6/20)	10,000.00	10,000.00
3900-100-7100-5914-045	WASTEWATER FACILITY PHASE II (6/20)	35,000.00	35,000.00

4,614,686.00 OK 4,595,911.00 OK

FY2022 BUDGET FY2023 BUDGET

Code: 046 - OUTSIDE DEBT LIMIT

2422-100-7100-5910-046	CONSTR WATER STORAGE 5/15/05 4.16%	70,000.00	70,000.00	70,000.00
2424-100-7100-5910-046	REPLACE GATES WATER LN 5/15/05 4.16%	50,000.00	50,000.00	50,000.00
2426-100-7100-5910-046	PHOSPHOROUS TREAT IMP 5/15/05 4.15%	10,000.00	10,000.00	10,000.00
2746-100-7100-5912-046	CONSTRUCT WATER STORAGE TANK 10-09 3.63%	35,000.00	35,000.00	35,000.00
2754-100-7100-5912-046	WATER MAIN HOSMER ST 10-09 3.62%	11,000.00	11,000.00	11,000.00
2756-100-7100-5912-046	WATER MAIN MURPHY RD 10-09 3.63%	25,000.00	25,000.00	25,000.00
2758-100-7100-5912-046	WATER MAIN PARMENTER RD 10-09 3.63%	16,000.00	16,000.00	16,000.00
2760-100-7100-5912-046	WATER MAIN WHITE POND RD 10-09 3.63%	13,000.00	13,000.00	13,000.00
2762-100-7100-5912-046	SUPP APPROP S WTR TANK 10-09 3.63%	25,000.00	25,000.00	25,000.00
3054-100-7100-5910-046	WATER METERS 12/2014 1.86%	55,000.00	55,000.00	55,000.00
3055-100-7100-5910-046	KANE WELL WATER FILTRATION 12/2014 2.76%	70,000.00	70,000.00	70,000.00
3056-100-7100-5910-046	MURPHY WATER TANK REHAB 12/2014 1.6%	10,000.00	10,000.00	0.00
3057-100-7100-5910-046	CRANBERRY WELL 12/2014 2.77%	95,000.00	95,000.00	95,000.00
3245-100-7100-5910-046	CHESTNUT WELL - 06/17	10,000.00	10,000.00	10,000.00
3741-100-7100-5910-046	WATER SYSTEM IMPROVEMENTS (5/18)(5/19)	85,000.00	85,000.00	85,000.00
3743-100-7100-5910-046	CHESTNUT WELL (5/16)	20,000.00	20,000.00	20,000.00
3896-100-7100-5910-046	WATER SYSTEM IMPROVEMENTS (5/18)	80,000.00	80,000.00	80,000.00
3902-100-7100-5910-046	WATER TREATMENT PLANT EQUIP (6/20)	24,000.00	24,000.00	25,000.00
		704,000.00	704,000.00	695,000.00
	TOTAL ALL	7,530,601.00	7,530,601.00	7,595,329.00

Budget Worksheet

9110

EE RETIREMENT/PENSIONS

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
2024-1 CONTRIBUTORY RETIREMENT-TO	5,798,334.00	6,213,801.67	6,381,731.00	6,381,731.00	6,794,331.00	106.47%	
Subtotal 040-Operating Expenses	\$5,798,334.00	\$6,213,801.67	\$6,381,731.00	\$6,381,731.00	\$6,794,331.00	106.47%	
Total 9110-EE RETIREMENT/PENSIONS	\$5,798,334.00	\$6,213,801.67	\$6,381,731.00	\$6,381,731.00	\$6,794,331.00	106.47%	

**GROUP
HEALTH
INSURANCE &
GENERAL
INSURANCE**

Budget Worksheet

9140

GROUP HEALTH INSURANCE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0328-1 F.I.C./MEDICARE	\$705,204.90	\$713,151.94	\$765,000.00	\$143,149.08	\$779,500.00	101.90%	
0329-1 GROUP HEALTH & LIFE	4,205,038.03	4,525,658.99	5,250,000.00	1,161,396.77	5,512,500.00	105.00%	
<i>Subtotal 040-Operating Expenses</i>	\$4,910,242.93	\$5,238,810.93	\$6,015,000.00	\$1,304,545.85	\$6,292,000.00	104.61%	
Total 9140-GROUP HEALTH INSURANCE	\$4,910,242.93	\$5,238,810.93	\$6,015,000.00	\$1,304,545.85	\$6,292,000.00	104.61%	

Budget Worksheet

9141

GENERAL INSURANCE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
0101-1 FIRE ACCIDENT	\$62,366.00	\$40,847.50	\$42,889.00	\$47,889.00	\$50,284.00	117.24%	
0287-1 FIDELITY BONDS	\$2,044.00	\$917.00	\$2,500.00	\$539.00	\$2,500.00	100.00%	
0327-1 GEN/PROP/AUTO	\$284,381.00	\$282,161.00	\$306,002.00	\$303,995.00	\$334,395.00	109.28%	
0601-1 MISCELLANEOUS RESERVE	(\$28,794.48)	\$15,853.53	\$25,000.00	\$0.00	\$25,000.00	100.00%	
1000-1 POLICE ACCIDENT	\$47,152.00	\$40,847.50	\$42,889.00	\$38,150.00	\$50,284.00	117.24%	
Subtotal 040-Operating Expenses	\$367,148.52	\$380,626.53	\$419,280.00	\$390,573.00	\$462,463.00	110.30%	
Total 9141-GENERAL INSURANCE	\$367,148.52	\$380,626.53	\$419,280.00	\$390,573.00	\$462,463.00	110.30%	

Budget Worksheet

9141

GENERAL INSURANCE

	FY20 Exp.	FY21 Exp.	FY22 Budget	FY22 YTD Exp.	Dept. Est.	Dept. Est./FY22%	W. Space
<i>Grand Total</i>	\$35,336,815.92	\$35,803,218.13	\$40,287,344.00	\$14,097,259.22	\$42,299,484.00	104.99%	