

**FISCAL YEAR 2022
BUDGET PROPOSAL**

STURBRIDGE

MASSACHUSETTS



Presented to:

Board of Selectmen
Finance Committee

Prepared by:

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Budget Message



Town of Sturbridge

March 19, 2021

TO: Chairman Mary Blanchard
Members of the Sturbridge Board of Selectmen
Town of Sturbridge Finance Committee
Citizens and Taxpayers of the Town of Sturbridge

Per Section 5.3(H) of the Charter for the Town of Sturbridge, it is my honor to present the Proposed 2021-2022 Budget for the Town of Sturbridge. This transmittal letter provides an overview of the budget and the factors influencing the proposed spending plan for Fiscal Year 2022.

A year ago, a proposed budget was presented to the community that was obsolete as it was completed. It was delivered just as COVID-19 began to invade our communities. COVID-19 has had impacts through every facet of our society, the most tragic of which is the death of over half a million Americans and millions more world-wide.

Locally, in addition to the devastating health impacts of COVID-19, our community partners suffered from an incredible disruption in business activity, our friends and neighbors lost jobs, and schools were closed to students. From this we all had to find not a new normal, but a way through lifting each other up along the way.

The budget presented to the community in March of 2020 underwent a significant modification later that spring recognizing the impacts to the economy we could predict and trying to anticipate those impacts we could not. The Board of Selectmen tasked the staff to revisit the budget and to the greatest extent possible maintain the current tax rate. That was accomplished through a series of expenditure reductions and use of free cash and stabilization funds. The modified budget was eventually adopted at the June 29, 2020, Town Meeting. In addition, federal COVID-Cares Act funds, \$849,937 became available, as well as Federal Emergency Management Agency (FEMA) funds for the Town to use to address unbudgeted expenses and necessary mitigation expenses related to the pandemic. However, those funds could not be used as a replacement for revenues lost as a result of the pandemic.

As we look to FY 2022 the budget, COVID-19's impacts are still present. There is an expectation of a gradual return to pre-pandemic operations, but it will take time. Local revenues are still impacted severely by the pandemic. However, federal funds made available by the American Rescue Plan Act (ARPA) will be available to help offset these local revenue losses. Unfortunately, the guidance from the Treasury Department on the use of these funds was not available as we completed this budget. Therefore, the lost revenue, anticipated to be replaced by ARPA funds, for the purposes of temporarily balancing the budget have been supplanted with Free Cash. Once we have the means and methods for these ARPA funds, they will be added to the budget in place of a portion of the Free Cash.

For FY 2022 the total operating budget (amount to raise and appropriate) for educational and non-educational purposes is \$36,399,178. This is an increase of \$1,150,790 or 3.3% from the FY 2021 approved budget. Of that total, the amount to be appropriated for educational purposes (Burgess Elementary School, Sturbridge’s share of the Tantasqua Regional School District, and Charter School Transportation) is \$20,210,967. This is an increase of \$677,645 over the current year or 3.5% and represents 55.5% of the amount to raise and appropriate for FY22. For non-educational purposes excluding debt service, the amount to be raised is \$14,766,768 representing a \$505,971 increase over the current year or 3.55% increase and 42.22% of the amount to be raised.

The projected Water Budget for water utility operations and debt service is \$1,390,903. This is a decrease of \$56,385 from the current year. Town staff are still evaluating the proposed Water Budget as it relates to rates. Therefore, there is no determination on a rate for FY 22 at this time. Also, the Town is currently engaged in a water and sewer rate study with the engineering firm Tighe & Bond.

The projected Sewer Budget for sewer system operations including debt service is \$2,744,992. This is an increase of \$195,747 over the current year. Town Staff is still evaluating the proposed Sewer Budget as it relates to rates. Therefore, there is no determination on a rate for FY 22 at this time. Also, the Town is currently engaged in water and sewer rate study with the engineering firm Tighe & Bond.

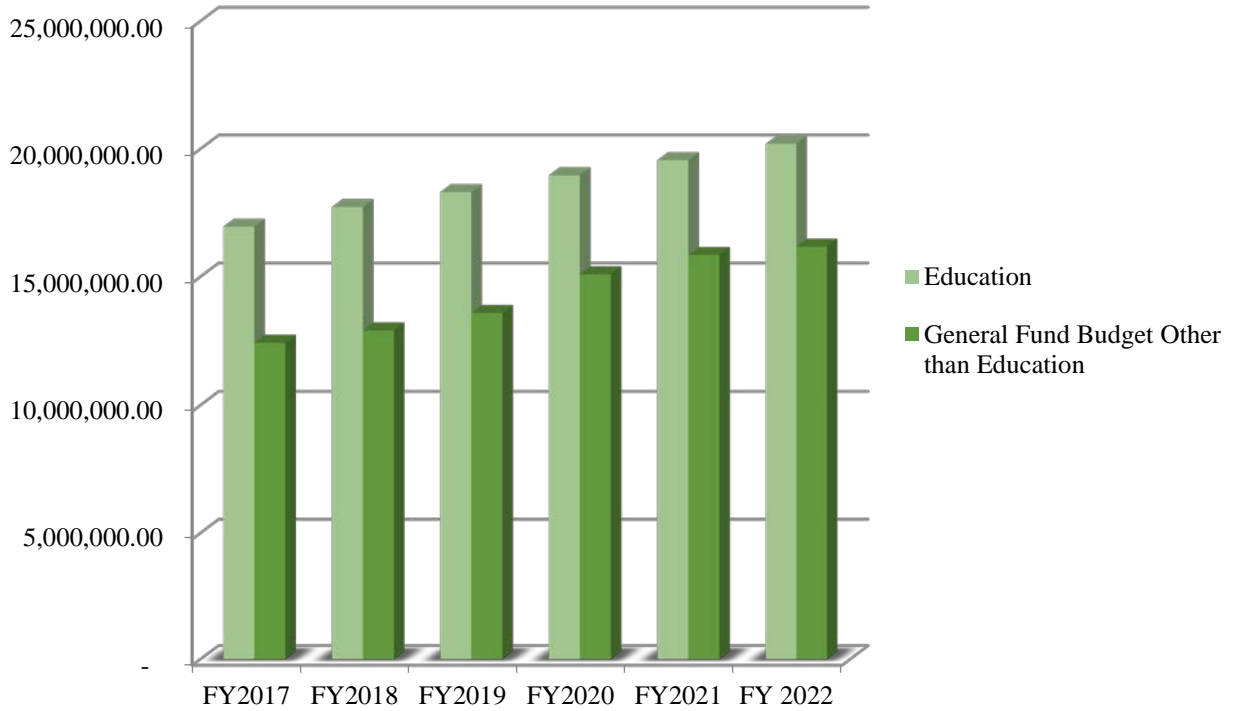
For Fiscal Year 2022 the levy limit is \$26,751,218. This is an increase of \$847,591 over the current year levy limit of \$25,903,627. This amount includes a 2.5% increase of \$647,591 and \$200,000 in estimated new growth. In FY22 \$1,416,443 will be raised for debt exclusions for the Town Hall and Center Office Building Projects, and the Burgess Elementary School renovation for an adjusted levy limit of \$28,167,661.

The proposed budget contains an excess levy capacity of \$0.00. This amount was \$0.00 in FY 21 and \$118,509 in FY 20. Revenues and state aid have not kept up with expenses. This is an unsustainable trend. For the purpose of presenting a budget, Free Cash has been used to bring the budget into balance. It is anticipated that ARPA funds will be available to replace a portion of the Free Cash as a revenue source.

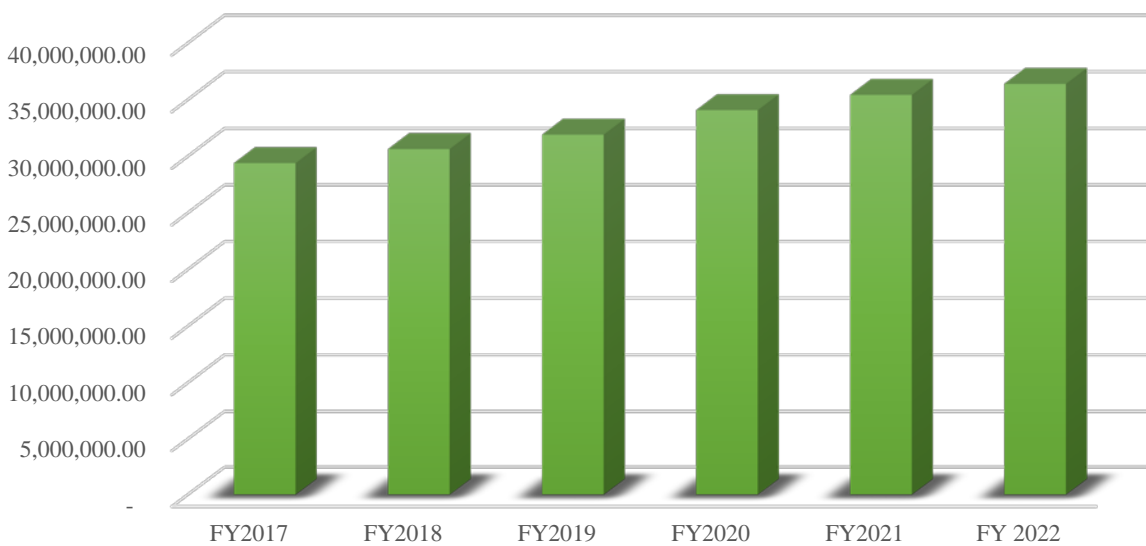
General Government	\$ 7,000,784.00
Public Safety	\$ 5,026,657.00
Public Works	\$ 1,392,403.00
Health / Human Services	\$ 1,346,934.00
Debt	\$ 1,421,443.00
Education	\$20,210,967.00
Total	\$36,399,178.00

Since 2017, the portions of the General Fund budget for education and non-educational purposes is shown in the chart as follows:

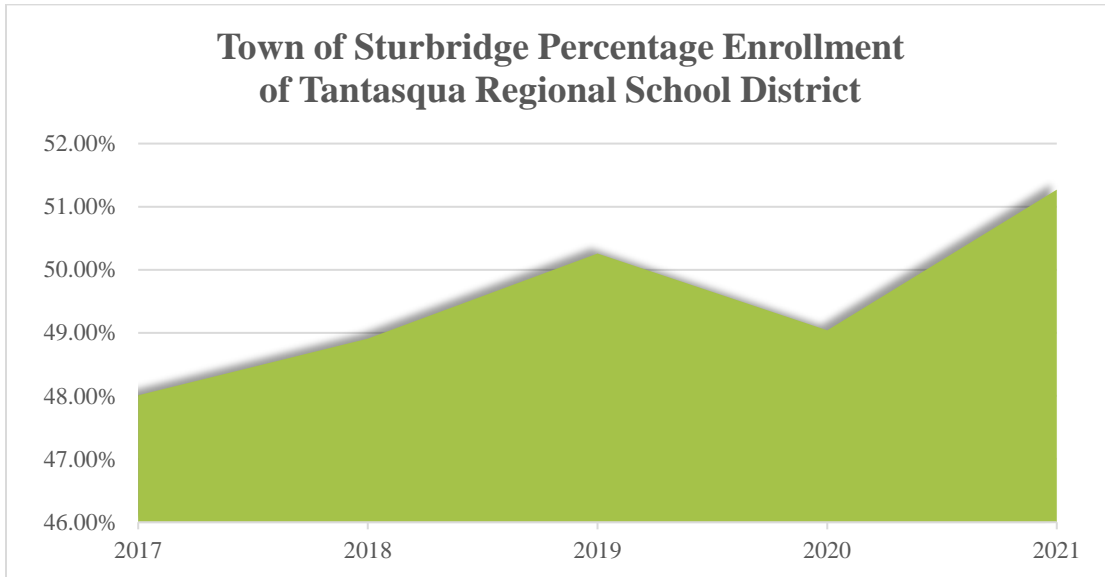
Education & General Fund Budget Comparison



Total General Fund Budget

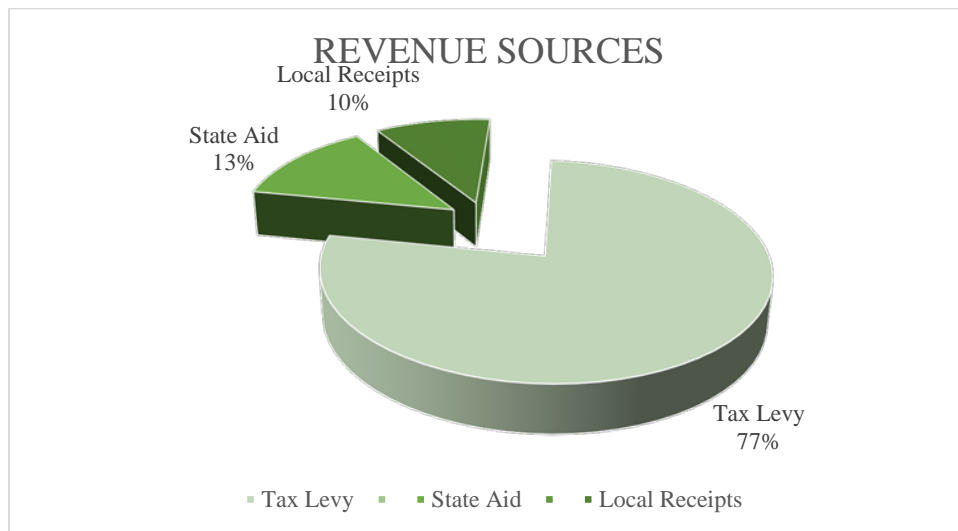


The Town of Sturbridge, as a member of the Tantasqua Regional School District, along with the Towns of Brimfield, Brookfield, Holland, and Wales, each pay a percentage of the Regional District budget based upon enrollment from each community. Sturbridge’s percentage of district enrollment is shown in the chart below.



Revenues

Revenues are a combination of various sources, the largest of which are property taxes, followed by state aid, excise taxes and then other local revenues. Local revenues are estimated to increase slightly in FY 22 by approximately \$6,089. However, this increase is still well below the COVID-19 Pandemic revenues levels. The Town is still experiencing significant revenue loss, most notably in the Hotel / Bed tax with a reduction of approximately \$250,000, the meals tax of \$140,000 and interest on investments of \$133,900 from FY 20 levels.



State Aid, Education Chapter 70, and Chapter 90 Funds

The Town received various funds from the Commonwealth to support education (Chapter 70 and other education grants) general municipal government, programs for the elderly and veterans, and for infrastructure (Chapter 90 Funds). In addition, the Town has certain charges and assessments imposed by the Commonwealth for various purposes. The table below shows the various receipts and assessments for Fiscal Year 21 and the proposed Fiscal Year 22.

Municipal Aid and Chapter 70 & Chapter 90 Funds		
	<u>FY 2021</u>	<u>FY 2022</u>
Chapter 70 (Education)	\$ 3,846,634	\$ 3,870,754
Charter Tuition Reimbursement	46,224	52,532
Unrestricted General Govt. Aid	822,696	851,490
Veterans Benefits	30,779	34,943
Exempt VBS and Elderly	32,103	34,576
State Owned Land	147,076	147,985
Public Libraries	19,946	19,946
Total Estimated Receipts	\$ 4,945,458	\$ 5,012,226
Chapter 90 Funds (Infrastructure)	\$ 430,518	\$ TBD
Estimated Assessments and Charges		
Mosquito Control Projects	\$ 105,454	\$ 108,803
Air Pollution Districts	2,946	2,994
RMV Non-Renewal	10,040	10,040
Regional Transit	38,734	34,477
School Choice Sending Tuition	99,756	99,756
Charter School Sending Tuition	182,424	216,739
Total All Estimated Charges	\$ 439,354	\$ 472,809

The community is grateful that the Commonwealth continues its partnerships with local government and supports education by slightly increasing the amount of overall aid to the Town of Sturbridge. However, with a proposed increase in educational spending by the local school committees of \$677,645 it is clear that aid for education is not keeping pace with the needs of the schools.

Growth and Assessed Value

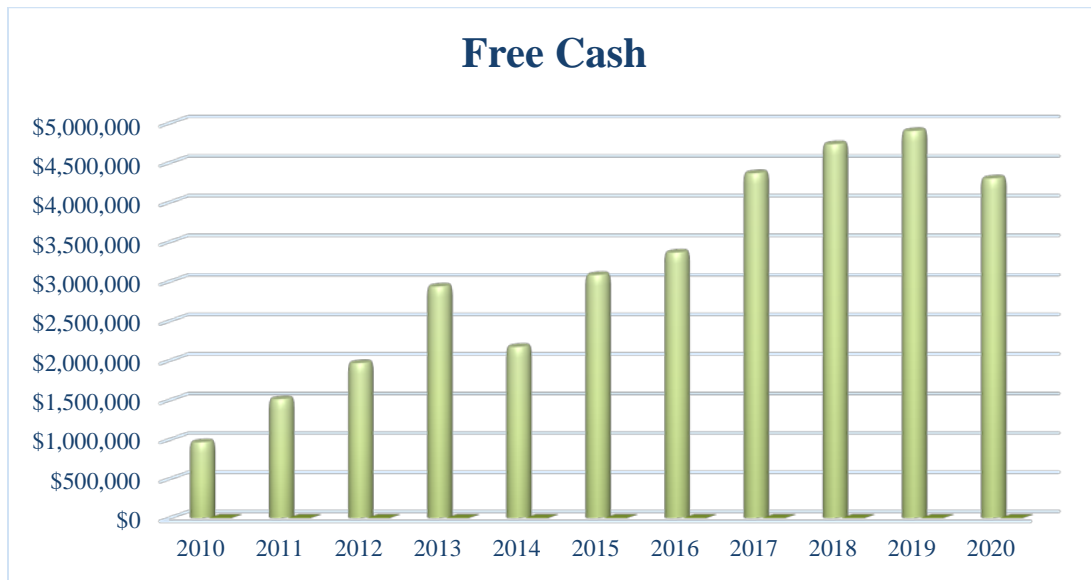
Sturbridge continues to see a vibrant economy and has a healthy residential and commercial real estate market. For 2020 there were 198 home sales with the average sale price rising to \$354,750 from \$312,888 in 2019. There were six commercial sales in 2020 with an average sale price of \$486,000. Finally, there were 15 condominium sales in Sturbridge for 2020 with the average cost of a condominium slightly rising to \$244,347 up from the 2019 average of \$243,048.

Moreover, the overall taxable value of the town has increase to \$1,379,479,027 from the 2020 value of \$1,369,268,285. The following table shows the growth in the town’s taxable value for the past five years. The amount of new growth factored into the proposed FY 22 budget is \$200,000 and the increase in the levy limit over the current year is \$847,591.

Year	Taxable Value
2021	\$1,379,479,027
2020	\$1,369,268,285
2019	\$1,292,420,790
2018	\$1,225,304,593
2017	\$1,163,150,660
2016	\$1,135,803,129

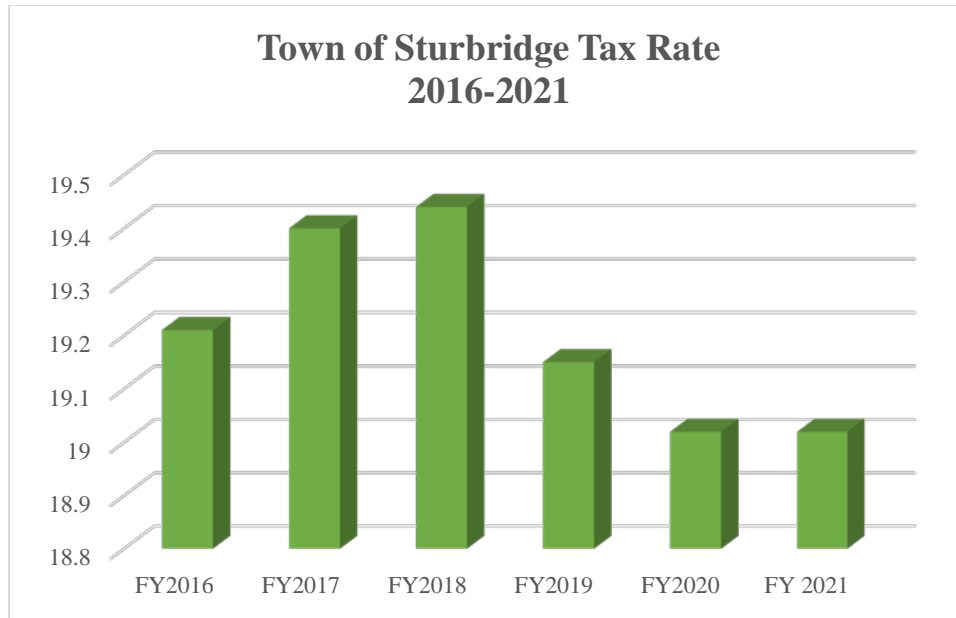
Free Cash

The level of Free Cash is a very important fiscal indicator for local governments. Having too little Free Cash indicates financial stress on the community and limited ability to respond to fiscal emergencies. Too much raises questions on the amount of taxation levied on the community. The Town of Sturbridge adopted a financial policy that states “that the proposed reserve for Free Cash should be 3% - 7% of the prior year general fund operating budget. The current amount of Free Cash certified at the end of FY 20 is \$4,304,606 which represents 12.2% of the FY 21 operating budget. The proposed budget represents use of \$858,527 of Free Cash to balance the budget.



Tax Rate

Although the tax rate is not set at the time of the budget adoption at Town meeting, the chart below shows the tax rates for the past 5 years.



Summary of Cost Factors in the Proposed 2022-2022

The FY22 Proposed Budget includes various cost factors which are a combination of external, internal, and long term financial considerations:

Internal considerations include:

- Salary increases for non-union employees are proposed at 2.0%. Police and Fire collective bargaining agreements are still in negotiation. Therefore, salary adjustments for those employees are limited to step movement. For the employees in the Department of Public Works SIEU Local 888 the wages are increasing by 2.5%.
- Salary figures for non-union employees are a product of the results of the Salary Compensation Study for these positions. This study developed new pay ranges and scales for 49 non-union positions in the Town.
- Non-union employees and department heads are proposed for a 2.0% increase for FY22.
- The amount of funds necessary to replace the Staffing Adequate Fire and Emergency Response grant (SAFER) in the Fire Department Budget is approximately \$49,000.
- Health insurance for active employees and retirees is flat for the year. Although the rate is increasing slightly, a premium holiday has been granted thus allowing the amount appropriated to remain at the current year level. The health insurance expense for the employees at Burgess Elementary School are included in the Town's expense for health insurance.
- The combined increase for educational expenses for Burgess Elementary School and the Town's portion of the Tantasqua School District is \$677,645 an increase of 3.5%.
- The proposed budget is balanced using Free Cash to make up for revenues lost due to impacts from COVID-19. It is anticipated that a portion of these Free Cash funds will be replaced by ARPA Funds.

- The amount being raised for the Overlay Account has been increased in this year's budget from \$75,000 to \$230,000. During FY21 there was a large abatement granted, that depleted the overlay fund balance. This amount replenishes the balance in this account for future abatements and also provides additional funding of \$30,000 for a potential increase in the amount that applicants for the Senior Municipal Service Program and Veterans Municipal Service Program can earn each year on these programs. Discussions on increasing earning limits are currently being discussed by the Board of Selectmen.

Personnel Changes:

- The position of Deputy Fire Chief has been included in the Sturbridge Fire Department Budget. This is not a new full-time equivalent position rather using a retirement in the Firefighter ranks to create the position.

External costs considerations include:

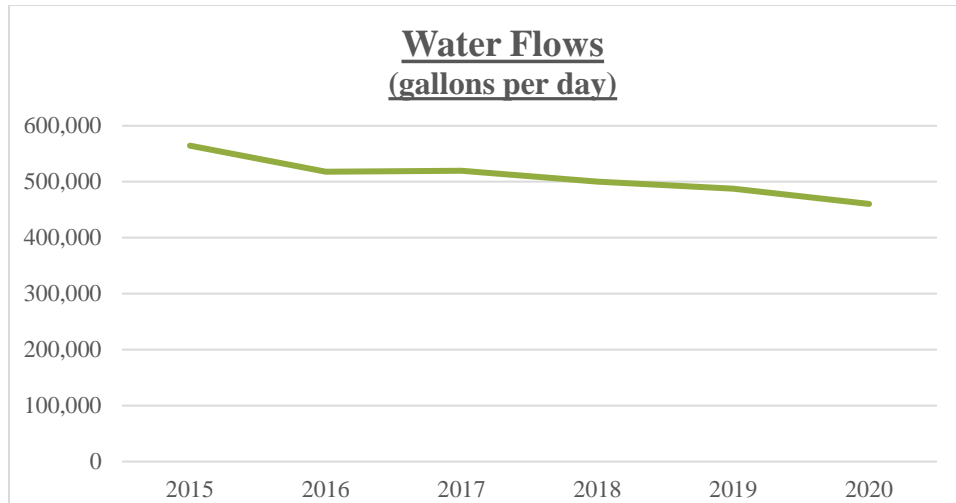
- The Worcester Regional Retirement System Pension assessment has increased by \$173,130. Also please note that the pension costs for Burgess Elementary School are contained in the Town budget not the school's budget.
- The Chapter 70 Funds for the education in Sturbridge have not kept pace with budgetary needs for education in the community. Although the requests for funding for education has increased by \$677,645 the amount of new Chapter 70 funds is \$24,120.

Long Term Financial Considerations (Retiree Benefits)

- The Town's contribution to the Worcester Regional Retirement Plan for FY 2022 is \$1,674,824 for the Proposed Budget an increase of \$173,130 from the current year. The interest rate assumption on the pension plan assets is steady at 7.75%. The Town's unfunded liability for pension purposes is \$17,562,003.
- The Proposed Budget continues the program begun in 2012 of annually funding the Other Post Employment Benefit (OPEB) Fund. For the 2021 Fiscal Year the Town contributed \$75,000 through appropriation. The total amount set aside for OPEB purposes is \$1,148,364 and based upon the most recent valuation update, June 30, 2020, the outstanding liability stands at \$22.5 million dollars.

Water System

The Town of Sturbridge owns two water treatment plants with a combined production capacity of 1.12 million gallons per day. The Town contracts with Veolia for operations of the plants. The average gallons per day of water usage for that past several years is in the chart below:



The department expenses are shown below. The capital replacement line includes \$20,000 for hydrant replacements, \$18,000 for Hammnant Brook Stream Monitoring, \$16,000 for parts for the ultraviolet treatment systems, \$7,000 for new pumps at the lagoon replacing 2-30 year-old pumps and \$22,700 for a variety of other capital items.

The amount of water utilized by customers over the past several years has been declining from 20,577,813 cubic feet in 2018 to 19,152,782 in 2020. This lower water utilization, although good for the customer and the environment, has impacts on the revenue supporting the system.

Town staff are still evaluating the water budget as it relates to rates. A new rate has not been determined at this time.

<u>Expense</u>	<u>FY 21</u>	<u>FY 22</u>	<u>Diff (+/ -)</u>
Contract Operations	\$ 678,557.00	\$ 690,467.00	
Electricity	85,000.00	85,000.00	
Perchlorate & Testing	10,600.00	10,000.00	
DPW Director	14,050.00	14,300.00	
Meter Maintenance	15,000.00	10,000.00	
Billing Expense	4,900.00	5,400.00	
Debt Service	413,881.00	402,536.00	
Miscellaneous	119,800.00	41,500.00	
Capital Replacement	75,500.00	81,700.00	
Reserve Account	30,000.00	50,000.00	
Total	\$ 1,447,288.00	\$ 1,390,903.00	-\$56,385.00

Sewer System

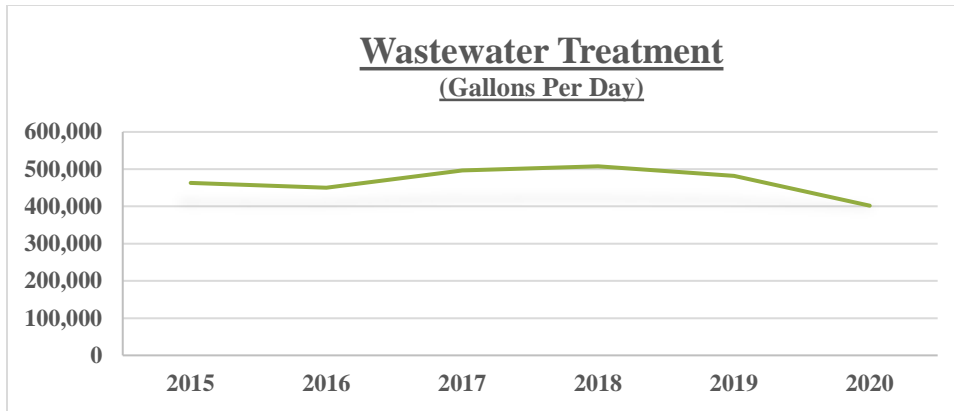
The Town’s sewer plant, updated a decade ago, has a treatment capacity of 1.3 million gallons per day. This plant is also operated by Veolia. In addition, a cluster of residents in the Fiske Hill area of town are connected to the Southbridge Sewer System due to the topography and distance to the Sturbridge waste water infrastructure. There is a warrant article proposed for Town meeting to design a new wastewater pump station and force main in the Fiske Hill area to bring these flows to the Sturbridge Wastewater Treatment Plant.

<u>Expense</u>	<u>FY 21</u>	<u>FY 22</u>	<u>Diff (+/-)</u>
Contract Operations	\$ 879,521.00	\$ 895,007.00	
Electricity	210,000.00	210,000.00	
Chemicals	20,000.00	15,000.00	
DPW Director	14,050.00	14,300.00	
Billing Expense	4,900.00	4,900.00	
Debt Service	861,013.00	866,625.00	
Southbridge Fees	200,000.00	200,000.00	
Liquid Sludge Handling	200,000.00	200,000.00	
Miscellaneous	69,761.00	166,160.00	
Capital Replacement	60,000.00	123,000.00	
Reserve Account	30,000.00	50,000.00	
Total	\$ 2,549,245.00	\$2,744,992.00	\$195,747.00

The miscellaneous budget line is primarily made up of replacement and repair costs for the residential E-1 pumps. \$60,000 is requested for E-1 pump parts, \$42,160 is for new E-1 pumps and \$32,000 is replace E-1 pump panels on Woodside Circle. In addition to the E-1 pump items there is a \$24,000-line item for an electrical power analysis at the wastewater plant to investigate the source and propose a solution to long term power issues.

Of note in the Capital Replacement line, there is \$15,000 to do an analysis of the CO Mag tanks as the stainless steel is starting to leak. Also, there is \$38,000 to repair leaking concrete on the influent channel.

The average daily flow to the plant is:



As you can see, similar to the water utilization, the amount of flow going to the wastewater plant has been dropping since 2018.

Town staff are still evaluating the Sewer Budget as it relates to rates. Therefore, a new rate has not been determined at this time.

Capital and Betterment

The town generally spends a minimum of 1.5% of the General Fund operating budget each year to fund capital requests funded from Free Cash. For FY 2022 that amount equals \$540,129. The Capital Planning Committee reviews the many requests and grades them for applicability against a series of criteria. The Capital Planning Committee recommends the following projects for FY 22. Funding for capital expenses are include \$19,975 from Water Fund Balance, \$19,975 from Sewer Funds Balance, and \$500,179 from Free Cash.

FY22 Capital Budget Recommendations

<u>Department</u>	<u>Item</u>	<u>Est. Cost</u>
Facilities	Fire Alarm (Nursery School)	\$ 20,000.00
Fire	Holmatro Rescue Tool	\$ 41,500.00
IT	Copier (Center Office Building)	\$ 8,000.00
DPW	3/4 ton pickup truck with plow	\$ 39,950.00
IT	Copier (Library)	\$ 9,600.00
DPW	Two (2) Ground Speed Control Spreader Systems	\$ 12,000.00
Facilities	Fencing/Signage (Animal Control)	\$ 6,500.00
Facilities	Lift Operators Replacement (DPW)	\$ 15,000.00
Facilities	Lightning Protection (Town Buildings)	\$ 85,000.00
DPW (Water/Sewer)	3/4 ton pickup truck with plow	\$ 39,950.00
Fire	Ford Explorer	\$ 52,750.00
Police	Six (6) Rifles & Magazines	\$ 6,852.00
IT	Interior Security Camera System (Town Hall, Center Office Bldg.)	\$ 27,300.00
Fire	Apparatus Technology Upgrades	\$ 76,527.00
DPW	Skid-Steer Loader with attachments	\$ 49,000.00
Facilities	Basement Archival Storage (Center Office Building)	\$ 20,200.00
Facilities	Rehabilitation of Building (North Cemetery)	\$ 30,000.00

Total : \$ 540,129.00

The Betterment Fund

Beginning in 1987, with the imposition of a tax on overnight lodging, a portion of those lodging funds have been set aside for projects that tend to enhance the beautification, recreational resources or public safety of the town and are a clear mutual interest to the residents and visitors to the town. The current percentages available for the Betterment Committee is 16.25% of the local room excise tax. For FY 2022 that amount equals \$119,785. The reduction from \$176,364 in FY 2021 is reflective of the reduced revenue in the lodging taxes received due to COVID-19 impacts on the travel / hotel industry. The Betterment Committee's recommendations are below:

BETTERMENT REQUEST	FY22	REQUESTED BY	RECURRING	CATEGORY
Flower Barrels	\$ 2,200.00	Polly Currier	Annual	Beautification
Plantings (Bloom Committee)	\$ 575.00	Recreation	Annual	Beautification
Beautification Joshua Hyde Library	\$ 3,800.00	Library	Annual	Beautification
Wayfinding Streetscape Improvements	\$ 10,000.00	Town Planner	Annual	Beautification
Beautification at Town Hall and Center Office Building	\$ 2,500.00	Finance Director	Annual	Beautification
Tree Planting - Arbor Day Program	\$ 1,910.00	Tree Warden	Annual	Beautification
Town Offices & Library Decorations	\$ 4,000.00	Recreation	Annual	Beautification
Sidewalk Maintenance	\$ 10,250.00	DPW	Annual	Public Safety
Tree Maintenance (town-wide)	\$ 10,000.00	Tree Warden	Annual	Public Safety
Town Common Tree Maintenance	\$ 7,322.00	Tree Warden	Annual	Public Safety
Main Street Tree and Park Maint. (Street Landscaping)	\$ 2,000.00	Tree Warden	Annual	Public Safety
Special Event Overtime	\$ 10,000.00	Police Department	Annual	Public Safety
Recon Power Bikes - Recon Interceptor	\$ 5,369.00	Police Department	NEW	Public Safety
Protective Firefighting Gear	\$ 13,500.00	Fire Department	Annual	Public Safety
Special Event Overtime	\$ 7,300.00	Fire Department	Annual	Public Safety
Cedar Lake (Town Beach) Water Treatment	\$ 1,795.00	Recreation	Annual	Recreation
Town Common Summer Concert Series	\$ 4,000.00	Recreation	Annual	Recreation
Decorations for Town Common	\$ 4,445.00	Recreation	Annual	Recreation
Turner's Field - Infield Rehab	\$ 6,819.00	Recreation	NEW	Recreation
SLAC / Great Ponds Weed & Safety Program	\$ 6,000.00	SLAC	Annual	Recreation
Funding for Special Events in the Community	\$ 6,000.00	Special Event Comm.	Annual	Recreation

	FY22	Category	Amount	% Allocated
Available Funds	\$ 119,785.00	Beautification	\$ 24,985.00	20.86%
Approved by Betterment Committee	\$ 119,785.00	Public Safety	\$ 65,741.00	54.88%
Balance:	\$ -	Recreation	\$ 29,059.00	24.26%
		Total	\$ 119,785.00	

Debt Service

The Proposed FY 22 Budget contains \$1,421,443 for debt service. Slightly lower than the \$1,454,269 in FY 21. These funds service the debt for the Town Hall and Center Office Building project and the Burgess Elementary School project and are excluded from the Prop. 2.5% limits.

The Water budget includes \$402,536 for debt which is supported by water system revenues. Improvements to Well # 1, Well # 4 and the Route 131 water line are paid for through water system debt.

The Sewer System has operations supported debt service of \$866,625. This is for payment on the wastewater plant expansion and the connection to the Southbridge sewer system.

Conclusion

The budget is a collection of inputs, thoughts, and ideas from across the organization and the community and is a product of many. My sincere thanks go to the Department Heads and their staff for continuing to take a hard look at their operations and make budgetary requests recognizing the Town's fiscal constraints. Particular thanks go to Finance Director Barbara Barry for another outstanding job of budget preparation and attention to detail. Thanks also to Alexandra McConnon, Administrative Assistant to the Town Administrator and Board of Selectmen, for assembling the actual budget document. Finally, I would also like to thank the Sturbridge Board of Selectmen, Finance Committee, and the Sturbridge Community for their thoughtful deliberations and consideration of this Fiscal Year 2022 Proposed Budget for the Town of Sturbridge.

Sincerely
Jeffrey K. Bridges, Jr.
Town Administrator

Budget Overview

Departmental Budget Overview Fiscal Year 2022

The purpose of this overview is to highlight individual budget requests made by departments and provide some additional information as to why certain line items were funded at the level requested. This overview will provide clarification to you as you review the individual budgets.

Non-union wages (General Wage Adjustment) has been budgeted at 2% and DPW wages under the union contract reflect a 2.50% increase. The Police Union Agreement expired on 6/30/20 and remains unsettled at this time, and the Fire Union Agreement expires on 6/30/2021. Negotiations with the Fire Union are expected to begin soon.

The budget as presented reflects the findings of the compensation study and has been supported by the Personnel Committee. This study still needs to be approved by the Board of Selectmen. The study reviewed and reclassified all non-union positions in the town.

The budget as presented still has many moving parts and will most likely be adjusted as we progress through the budget process. Final State Aid numbers as well as the possibility of Federal money due to COVID remain unknown at this time. Additionally, once the Board of Selectmen adopt the Classification and Compensation Study, adjustments may need to be made to salary figures.

Town Counsel

- This budget has been increased by \$10,000 due to a rate increase in legal services effective in July, 2021.

Information Technology

- The Capital Outlay Budget continues funding of the Town's Computer Replacement Program. In most instances computers are replaced every five (5) years. This year's budget for this line item reflects \$6,400 for computer and printer replacement. This amount is lower than the normal yearly computer replacement (usually approx. \$25,000 per year) due to purchasing more computers in FY20 due to Windows 7 support being discontinued as of January 14, 2020.
- The Capital Outlay Budget reflects a request for \$4,000 for a phone system upgrade for the Senior Center and the DPW as well as \$6,300 for a voice router. The voice router is the gateway for all phone calls. With a higher call volume due to conferences and adding the Senior Center and DPW to the Town Hall phone system, a new router needs to be purchased. Additionally, the current router is reaching its end of life.
- The cost of Charter services which were previously budgeted in each department have been moved to the IT budget.

- The IT Purchase of Services budget reflects the cost for Social Media Archiving. There are currently ten (10) accounts that need to be archived.
- The IT Purchase of Services budget includes \$4,500 for a website update/redesign.

Town Clerk

- The Town Clerk will be using the Accela Permitting Program that the Land Use Departments use for Dog Licensing. The cost of the Accela software is in the Town Planner budget.

Elections & Registrations

- The Elections Purchase of Service budget includes a new line item for Poll Pad maintenance. Poll pads are used in place of paper poll books to check in voters, see if they have already received or voted a mail ballot, and direct them to their correct polling place if they are at the wrong location. We were able to purchase four (4) poll pads with CARES Act Funds.

Facilities

- Building supplies for the Town Hall, Center Office Building and the Senior Center have all been budgeted under the Facilities Supplies budget.
- The Facilities Purchase of Services budget includes \$4,900 for electrical updates at the Town Common. Several of the outlets are not in compliance with code. In order to repair this, the pole and panel will be updated with new outlets.

Safety Complex

- The Safety Complex Supplies account includes \$3,000 for lighting in the dispatch area. The Facilities Coordinator is working on this project to address the various light level needs.
- The Supplies budget also includes \$1,200 for mailboxes for the Police Department. The current cardboard sorters are falling apart and need to be updated with a more permanent type of mailbox system.

Police Department

- This year's budget includes funding for two (2) fully equipped police cruisers under Operating Capital as per the town's cruiser replacement plan.

Fire Department

- The Salaries/Wages line item reflects the full funding for the four employees that were hired from the SAFER Grant. This grant ended on January 24, 2021. In FY22 the town is responsible for 100% of the salaries for these individuals. This reflects an increase to the budget of approximately \$49,000.
- The Salaries/Wages line item reflects the funding for a Deputy Chief position tentatively budgeted at \$90,000.

DPW

- The Snow & Ice Overtime budget has been increased slightly to keep up with General Wage adjustments.
- The cost for dam inspections is included in the DPW Purchase of Services account. These dams are inspected every 5 years. There are three dams that need to be inspected. Estimated cost is \$12,000.
- The cost for fleet vehicle maintenance has been moved from Central Purchasing to the DPW budget.

Recreation

- The Salaries/Wages Account for the Summer Recreation Program has been increased to reflect the increase in minimum wage.

Unclassified

- Group Insurance – The Town has received a 3.99% increase in Health Insurance costs from MIIA. The MIIA Board of Directors voted to provide a one-month premium holiday in FY22. Based on current enrollment numbers and the premium holiday no increase in the budget is needed.

- The Worcester Regional Retirement budget is based on the actual assessment number for next year with a discount for paying the full assessment in one payment in July. The increase to this budget is \$173,130.
- The Reserve Fund has been budgeted at .5% of last year's operating budget minus debt as outlined in the Town's Fiscal Management Policies. The amount budgeted is \$169,000.
- A new account called Engineering /Professional Services funded at \$20,000 has been added to the Unclassified budget. Funds for these services were previously budgeted in the Conservation and DPW budgets. This line item will be overseen by the Town Administrator.

I hope that this overview is helpful as you begin to review the individual departmental budgets. Please let me know if you have any questions or need additional clarification on any of the budget requests.

Barbara Barry
Finance Director

FinCom Handbook

Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Board of Selectmen										
11222-52000	Purchase of Services	903	2,200	2,200	2,200	2,200	0	0.0%		
11222-57000	Other Charges	1,403	1,400	1,400	1,400	1,400	0	0.0%		
	Total Expenses	2,306	3,600	3,600	3,600	3,600	0	0.0%		1
	Board of Selectmen Total	2,306	3,600	3,600	3,600	3,600	0	0.0%		
<hr/>										
Town Administrator										
	Department Head Salaries	150,000	150,000	153,000	153,000	153,000	3,000	2.0%		
	Merit Based Pay Incentive	27,187	26,602	27,211	27,211	27,211	609	2.3%		
	Salaries/ Wages	33,060	38,967	42,574	42,574	42,574	3,607	9.3%		
11231	Personnel Costs	210,247	215,569	222,785	222,785	222,785	7,216	3.3%		2
11232-52000	Purchase of Services	14,147	19,500	19,000	19,000	19,000	-500	-2.6%		
11232-54000	Supplies	2,419	2,850	3,150	3,150	3,150	300	10.5%		
11232-57000	Other Charges	6,411	6,000	6,500	6,500	6,500	500	8.3%		
11232-58000	Matching Grant Funds	4,000	5,000	5,000	5,000	5,000	0	0.0%		
	Total Expenses	26,977	33,350	33,650	33,650	33,650	300	0.9%		3
	Town Administrator Total	237,224	248,919	256,435	256,435	256,435	7,516	3.0%		
<hr/>										
Finance Committee										
11311	Personnel Costs	1,752	3,688	3,873	3,873	3,873	185	5.0%		4
11312-52000	Purchase of Services	1,936	3,400	3,200	3,200	3,200	-200	-5.9%		
11312-57000	Other Charges	180	200	200	200	200	0	0.0%		
	Total Expenses	2,116	3,600	3,400	3,400	3,400	-200	-5.6%		5
	Finance Committee Total	3,868	7,288	7,273	7,273	7,273	-15	-0.2%		

This salary is for the Recording Secretary not any Finance Committee members.

Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Town Accountant										
	Department Head Salaries	77,260	81,695	86,029	86,029	86,029	4,334	5.3%		
	Salaries/ Wages	15,588	15,884	16,758	16,758	16,758	874	5.5%		
	Longevity	150	150	150	150	150	0	0.0%		
11351	Personnel Costs	92,998	97,729	102,937	102,937	102,937	5,208	5.3%		6
11352-52000	Purchase of Services	0	2,900	2,900	2,900	2,900	0	0.0%		
11352-54000	Supplies	294	675	700	700	700	25	3.7%		
11352-57000	Other Charges	50	225	50	50	50	-175	-77.8%		
	Total Expenses	344	3,800	3,650	3,650	3,650	-150	-3.9%		7
	Town Accountant Total	93,342	101,529	106,587	106,587	106,587	5,058	5.0%		
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Board of Assessors										
	Department Head Salaries	80,687	85,169	91,114	91,114	91,114	5,945	7.0%		
	Salaries/ Wages	30,513	31,200	32,621	32,621	32,621	1,421	4.6%		
	Longevity	250	250	250	250	250	0	0.0%		
11411	Personnel Costs	111,450	116,619	123,985	123,985	123,985	7,366	6.3%		8
11412-52000	Purchase of Services	21,254	29,070	30,751	30,751	30,751	1,681	5.8%		
11412-54000	Supplies	1,104	1,700	1,700	1,700	1,700	0	0.0%		
11412-57000	Other Charges	526	1,190	1,340	1,340	1,340	150	12.6%		
	Total Expenses	22,884	31,960	33,791	33,791	33,791	1,831	5.7%		9
	Board of Assessors Total	134,334	148,579	157,776	157,776	157,776	9,197	6.2%		
<hr/>										
Finance Director										
	Department Head Salaries	110,755	112,139	114,382	114,382	114,382	2,243	2.0%		
	Salaries/ Wages	116,162	116,631	125,823	125,823	125,823	9,192	7.9%		
	Stipend	1,000	1,000	1,000	1,000	1,000	0	0.0%		
	Longevity	1,400	950	1,100	1,100	1,100	150	15.8%		
11451	Personnel Costs	229,317	230,720	242,305	242,305	242,305	11,585	5.0%		10
11452-52000	Purchase of Services	4,898	26,960	27,150	27,150	27,150	190	0.7%		
11452-54000	Supplies	6,887	7,375	4,775	4,775	4,775	-2,600	-35.3%		
11452-57000	Other Charges	529	1,375	1,575	1,575	1,575	200	14.5%		
	Total Expenses	12,314	35,710	33,500	33,500	33,500	-2,210	-6.2%		11
	Finance Director Total	241,631	266,430	275,805	275,805	275,805	9,375	3.5%		

Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Town Counsel										
11512-52000	Purchase of Services	88,218	100,000	110,000	110,000	110,000	10,000	10.0%		
	Total Expense	88,218	100,000	110,000	110,000	110,000	10,000	10.0%	_____	12
	Town Counsel Total	88,218	100,000	110,000	110,000	110,000	10,000	10.0%		
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Information Technology										
	Department Head Salaries	62,301	66,303	71,236	71,236	71,236	4,933	7.4%		
11551	Personnel Costs	62,301	66,303	71,236	71,236	71,236	4,933	7.4%	_____	13
11552-52000	Purchase of Services	75,921	72,995	111,524	111,524	111,524	38,529	52.8%		
11552-54000	Supplies	4,583	5,000	5,000	5,000	5,000	0	0.0%		
11552-58050	Capital Outlay	40,965	42,876	16,700	16,700	16,700	-26,176	-61.1%		
	Total Expense	121,469	120,871	133,224	133,224	133,224	12,353	10.2%	_____	14
	Information Technology Total	183,770	187,174	204,460	204,460	204,460	17,286	9.2%		
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Town Clerk										
	Department Head Salaries	67,717	70,000	75,540	75,540	75,540	5,540	7.9%		
	Salaries/ Wages	32,629	37,801	40,414	40,414	40,414	2,613	6.9%		
	Stipend	0	0	1,000	1,000	1,000	1,000	100.0%		
11611	Personnel Costs	100,346	107,801	116,954	116,954	116,954	8,153	8.5%	_____	15
11612-52000	Purchase of Services	499	1,973	1,580	1,580	1,580	-393	-19.9%		
11612-54000	Supplies	1,525	1,400	1,400	1,400	1,400	0	0.0%		
11612-57000	Other Charges	301	1,500	1,500	1,500	1,500	0	0.0%		
	Total Expenses	2,325	4,873	4,480	4,480	4,480	-393	-8.1%	_____	16
	Town Clerk Total	102,671	112,674	121,434	121,434	121,434	7,760	7.8%		
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Elections & Registration										
	Board Salaries	300	300	350	350	350	0	16.7%		
	Salaries/ Wages	8,260	15,100	15,560	15,560	15,560	460	3.0%		
11621	Personnel Costs	8,560	15,400	15,910	15,910	15,910	510	3.3%	_____	17
11622-52000	Purchase of Services	8,176	15,350	11,325	11,325	11,325	-4,025	-26.2%		
11622-54000	Supplies	3,808	2,781	2,742	2,742	2,742	-39	-1.4%		
	Total Expenses	11,984	18,131	14,067	14,067	14,067	-4,064	-22.4%	_____	18
	Elections & Registration Total	20,544	33,531	29,977	29,977	29,977	-3,554	-10.6%		

Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Conservation Commission										
	Department Head Salaries	60,128	64,349	71,204	71,204	71,204	6,855	10.7%		
	Salaries/ Wages	19,546	21,868	29,465	29,465	29,465	7,597	34.7%		
11711	Personnel Costs	79,674	86,217	100,669	100,669	100,669	14,452	16.8%	_____	19
11712-52000	Purchase of Services	5,216	11,068	6,068	6,068	6,068	-5,000	-45.2%		
11712-54000	Supplies	760	1,650	1,650	1,650	1,650	0	0.0%		
11712-57000	Other Charges	642	667	667	667	667	0	0.0%		
	Total Expenses	6,618	13,385	8,385	8,385	8,385	-5,000	-37.4%	_____	20
Conservation Commission Total		86,292	99,602	109,054	109,054	109,054	9,452	9.5%		
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Town Planner										
	Department Head Salaries	95,053	99,226	101,211	101,211	101,211	1,985	2.0%		
	Salaries/ Wages	35,675	36,632	38,952	38,952	38,952	2,320	6.3%		
	Longevity	300	300	450	450	450	150	50.0%		
11751	Personnel Costs	131,028	136,158	140,613	140,613	140,613	4,455	3.3%	_____	21
11752-52000	Purchase of Services	36,308	39,145	39,145	39,145	39,145	0	0.0%		
11752-54000	Supplies	1,065	3,750	3,750	3,750	3,750	0	0.0%		
11752-56000	Intergovernmental	2,655	2,721	2,789	2,789	2,789	68	2.5%		
11752-57000	Other Charges	1,264	1,225	1,270	1,270	1,270	45	3.7%		
	Total Expenses	41,292	46,841	46,954	46,954	46,954	113	0.2%	_____	22
Planning Department Total		172,320	182,999	187,567	187,567	187,567	4,568	2.5%		
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Zoning Board of Appeals										
11762-52000	Purchase of Services	147	500	500	500	500	0	0.0%		
11762-54000	Supplies	0	0	0	0	0	0	0.0%		
11762-57000	Other Charges	0	90	90	90	90	0	0.0%		
	Total Expenses	147	590	590	590	590	0	0.0%	_____	23
Zoning Board of Appeals Total		147	590	590	590	590	0	0.0%		
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Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Economic Development										
	Salaries/ Wages	16,444	19,868	29,665	29,665	29,665	9,797	49.3%		
11771	Personnal Costs	16,444	19,868	29,665	29,665	29,665	9,797	49.3%	_____	24
11772-52000	Purchase of Services	75	150	150	150	150	0	0.0%		
11772-54000	Supplies	335	1,000	1,700	1,700	1,700	700	70.0%		
11772-57000	Other Charges	20	150	900	900	900	750	500.0%		
	Total Expenses	430	1,300	2,750	2,750	2,750	1,450	111.5%	_____	25
	Economic Development Total	16,874	21,168	32,415	32,415	32,415	11,247	53.1%		
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Facilities										
	Department Head Salaries	58,302	67,762	71,204	71,204	71,204	3,442	5.1%		
	Salaries/ Wages	39,633	49,655	57,875	57,875	57,875	8,220	16.6%		
11911	Personnel Costs	97,935	117,417	129,079	129,079	129,079	11,662	9.9%	_____	26
11912-52000	Purchase of Services	950	850	5,160	5,160	5,160	4,310	507.1%		
11912-54000	Supplies	1,317	4,100	6,400	6,400	6,400	2,300	56.1%		
11912-57000	Other Charges	38	800	990	990	990	190	23.8%		
	Total Expenses	2,305	5,750	12,550	12,550	12,550	6,800	118.3%	_____	27
	Facilities Total	100,240	123,167	141,629	141,629	141,629	18,462	15.0%		
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Town Hall										
11932-52000	Purchase of Services	35,741	45,813	37,970	37,970	37,970	-7,843	-17.1%		
11932-54000	Supplies	2,218	2,500	0	0	0	-2,500	-100.0%		
	Total Expenses	37,959	48,313	37,970	37,970	37,970	-10,343	-21.4%	_____	28
	Town Hall Total	37,959	48,313	37,970	37,970	37,970	-10,343	-21.4%		
<hr/>										
Center Office Building										
11942-52000	Purchase of Services	29,762	36,142	32,980	32,980	32,980	-3,162	-8.7%		
11942-54000	Supplies	1,113	5,700	0	0	0	-5,700	-100.0%		
	Total Expenses	30,875	41,842	32,980	32,980	32,980	-8,862	-21.2%	_____	29
	Center Office Building Total	30,875	41,842	32,980	32,980	32,980	-8,862	-21.2%		
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Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Senior Center Building										
11952-52000	Purchase of Services	24,891	25,410	24,910	24,910	24,910	-500	-2.0%		
11952-54000	Supplies	1,913	2,500	0	0	0	-2,500	-100.0%		
	Total Expenses	26,804	27,910	24,910	24,910	24,910	-3,000	-10.7%		30
	Senior Center Building Total	26,804	27,910	24,910	24,910	24,910	-3,000	-10.7%		
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Joshua Hyde Library Building										
11962-52000	Purchase of Services	21,815	21,680	23,270	23,270	23,270	1,590	7.3%		
11962-54000	Supplies	1,076	1,650	1,650	1,650	1,650	0	0.0%		
	Total Expenses	22,891	23,330	24,920	24,920	24,920	1,590	6.8%		31
	Joshua Hyde Library Building Total	22,891	23,330	24,920	24,920	24,920	1,590	6.8%		
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Safety Complex										
11972-52000	Purchase of Services	78,770	76,895	74,853	74,853	74,853	-2,042	-2.7%		
11972-54000	Supplies	7,305	9,500	14,000	14,000	14,000	4,500	47.4%		
	Total Expenses	86,075	86,395	88,853	88,853	88,853	2,458	2.8%		32
	Safety Complex Total	86,075	86,395	88,853	88,853	88,853	2,458	2.8%		
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Nursery School										
11982-52000	Purchase of Services	1,012	3,700	3,580	3,580	3,580	-120	-3.2%		
11982-54000	Supplies	0	0	0	0	0	0	0.0%		
	Total Expenses	1,012	3,700	3,580	3,580	3,580	-120	-3.2%		33
	Nursery School Total	1,012	3,700	3,580	3,580	3,580	-120	-3.2%		
<hr/>										
8 Brookfield Road										
11985-52000	Purchase of Services	0	900	0	0	0	-900	-100.0%		
	Total Expenses	0	900	0	0	0	-900	-100.0%		34
	8 Brookfield Road	0	900	0	0	0	-900	-100.0%		
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Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Police Department										
	Department Head Salaries	126,742	125,000	145,656	145,656	145,656	20,656	16.5%		
	Salaries/ Wages	2,031,919	2,292,216	2,342,934	2,342,934	2,342,934	50,718	2.2%		
	Longevity	7,100	8,200	7,500	7,500	7,500	-700	-8.5%		
	Stipend Emergency Mgmt	5,267	0	6,000	6,000	6,000	6,000	100.0%		
	Overtime	413,484	464,728	460,781	460,781	460,781	-3,947	-0.8%		
12101	Personnel Costs	2,584,512	2,890,144	2,962,871	2,962,871	2,962,871	72,727	2.5%		35
12102-52000	Purchase of Services	71,514	94,941	96,060	96,060	96,060	1,119	1.2%		
12102-54000	Supplies	76,124	65,012	65,850	65,850	65,850	838	1.3%		
12102-57000	Other Charges	5,866	10,257	10,257	10,257	10,257	0	0.0%		
12102-58050	Capital Outlay	109,755	61,800	121,700	121,700	121,700	59,900	96.9%		
	Total Expenses	263,259	232,010	293,867	293,867	293,867	61,857	26.7%		36
	Police Department Total	2,847,771	3,122,154	3,256,738	3,256,738	3,256,738	134,584	4.3%		
Fire Department										
	Department Head Salaries	113,070	114,483	116,773	116,773	116,773	2,290	2.0%		
	Salaries/ Wages	940,143	1,188,061	1,220,960	1,220,960	1,220,960	32,899	2.8%		
	Overtime	176,588	254,952	242,274	242,274	242,274	-12,678	-5.0%		
	Longevity	1,550	2,050	2,250	2,250	2,250	200	9.8%		
12201	Personnel Costs	1,231,351	1,559,546	1,582,257	1,582,257	1,582,257	22,711	1.5%		37
12202-52000	Purchase of Services	101,199	115,424	106,562	106,562	106,562	-8,862	-7.7%		
12202-54000	Supplies	73,946	75,800	76,500	76,500	76,500	700	0.9%		
12202-57000	Other Charges	2,830	6,900	4,600	4,600	4,600	-2,300	-33.3%		
	Total Expenses	177,975	198,124	187,662	187,662	187,662	-10,462	-5.3%		38
	Fire Department Total	1,409,326	1,757,670	1,769,919	1,769,919	1,769,919	12,249	0.7%		
Building Inspector										
	Department Head Salaries	81,404	85,643	91,114	91,114	91,114	5,471	6.4%		
	Salaries/ Wages	39,481	40,323	43,115	43,115	43,115	2,792	6.9%		
	Longevity	150	300	300	300	300	0	0.0%		
12411	Personnel Costs	121,035	126,266	134,529	134,529	134,529	8,263	6.5%		39
12412-52000	Purchase of Services	25	1,620	1,620	1,620	1,620	0	0.0%		
12412-54000	Supplies	892	1,990	3,039	3,039	3,039	1,049	52.7%		
12412-57000	Other Charges	135	700	700	700	700	0	0.0%		
	Total Expenses	1,052	4,310	5,359	5,359	5,359	1,049	24.3%		40
	Building Inspector Total	122,087	130,576	139,888	139,888	139,888	9,312	7.1%		

Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Sealer of Weights & Measures										
12442-52000	Purchase of Services	5,300	5,350	5,350	5,350	5,350	0	0.0%		
	Total Expenses	5,300	5,350	5,350	5,350	5,350	0	0.0%		41
	Sealer of Weights & Measures Total	5,300	5,350	5,350	5,350	5,350	0	0.0%		
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Inspectors (Electric and Plumbing)										
	Salaries/ Wages	37,150	50,000	50,000	50,000	50,000	0	0.0%		
	Personnel Costs	37,150	50,000	50,000	50,000	50,000	0	0.0%		42
12452-52000	Purchase of Services	0	593	593	593	593	0	0.0%		
12452-54000	Supplies	0	341	220	220	220	-121	-35.5%		
12452-57000	Other Charges	2,400	2,465	2,465	2,465	2,465	0	0.0%		
	Total Expenses	2,400	3,399	3,278	3,278	3,278	-121	-3.6%		43
	Inspectors Total	39,550	53,399	53,278	53,278	53,278	-121	-0.2%		
<hr/>										
Tree Warden										
12941	Salaries/ Wages	2,251	8,787	8,963	8,963	8,963	176	2.0%		
	Personnel Costs	2,251	8,787	8,963	8,963	8,963	176	2.0%		44
12942-52000	Purchase of Services	15,932	16,956	16,956	16,956	16,956	0	0.0%		
12942-54000	Supplies	13	675	675	675	675	0	0.0%		
12942-57000	Other Charges	602	1,185	1,185	1,185	1,185	0	0.0%		
	Total Expenses	16,547	18,816	18,816	18,816	18,816	0	0.0%		45
	Tree Warden Total	18,798	27,603	27,779	27,779	27,779	176	0.6%		
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Education										
13002-53000	Burgess Elementary School	12,253,714	12,047,819	12,379,567	12,379,567	12,379,567	331,748	2.8%		
	Total Burgess	12,253,714	12,047,819	12,379,567	12,379,567	12,379,567	331,748	2.8%		46
13002-53200	Tantasqua Town Share	7,080,029	7,373,098	7,708,896	7,708,896	7,708,896	335,798	4.6%		
13002-53210	Tant. Transportation Assessment	118,577	106,405	116,504	116,504	116,504	10,099	9.5%		
	Total Tantasqua	7,198,606	7,479,503	7,825,400	7,825,400	7,825,400	345,897	4.6%		47
13002-53801	Charter School Transportation	0	6,000	6,000	6,000	6,000	0	0.0%		
	Total Charter School	0	6,000	6,000	6,000	6,000	0			48
	Education Total	19,452,320	19,533,322	20,210,967	20,210,967	20,210,967	677,645	3.5%		

Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Department of Public Works										
	Department Head Salaries	79,326	83,275	84,940	84,940	84,940	1,665	2.0%		
	Salaries/ Wages	785,108	832,076	881,913	881,913	881,913	49,837	6.0%		
	Overtime	13,724	14,000	14,000	14,000	14,000	0	0.0%		
	Longevity	1,400	1,250	750	750	750	-500	-40.0%		
14101	Personnel Costs	879,558	930,601	981,603	981,603	981,603	51,002	5.5%		49
14102-52000	Purchase of Services	72,140	72,010	80,750	80,750	80,750	8,740	12.1%		
14102-54000	Supplies	90,952	94,500	96,000	96,000	96,000	1,500	1.6%		
14102-57000	Other Charges	2,108	6,800	6,800	6,800	6,800	0	0.0%		
	Total Expenses	165,200	173,310	183,550	183,550	183,550	10,240	5.9%		50
	Department of Public Works Total	1,044,758	1,103,911	1,165,153	1,165,153	1,165,153	61,242	5.5%		
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Town Road Maintenance										
14212-52410	Private Road Maintenance	4,679	6,000	6,000	6,000	6,000	0	0.0%		
	Total Expenses	4,679	6,000	6,000	6,000	6,000	0	0.0%		51
	Town Road Maintenance Total	4,679	6,000	6,000	6,000	6,000	0	0.0%		
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Snow & Ice Removal										
	Overtime	40,065	50,000	51,250	51,250	51,250	1,250	2.5%		
14231	Personnel Costs	40,065	50,000	51,250	51,250	51,250	1,250	2.5%		
	Purchase of Services	82,649	70,000	70,000	70,000	70,000	0	0.0%		
	Supplies	95,587	100,000	100,000	100,000	100,000	0	0.0%		
14232	Total Expenses	178,236	170,000	170,000	170,000	170,000	0	0.0%		
14231/14232	Snow & Ice Control Total	218,301	220,000	221,250	221,250	221,250	1,250	0.6%		52
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Landfill/Recycling Center										
	Salaries/ Wages	103,485	118,126	124,890	124,890	124,890	6,764	5.7%		
	Overtime	386	1,500	1,500	1,500	1,500	0	0.0%		
	Longevity	0	100	400	400	400	300	300.0%		
14301	Personnel Costs	103,871	119,726	126,790	126,790	126,790	7,064	5.9%		53
14302-52000	Purchase of Services	174,079	164,535	174,535	174,535	174,535	10,000	6.1%		
14302-54000	Supplies	6,314	5,100	5,000	5,000	5,000	-100	-2.0%		
	Total Expenses	180,393	169,635	179,535	179,535	179,535	9,900	5.8%		54
	Landfill/Recycling Center Total	284,264	289,361	306,325	306,325	306,325	16,964	5.9%		

Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Board of Health										
	Department Head Salaries	67,588	74,757	77,771	77,771	77,771	3,014	4.0%		
	Salaries/ Wages	25,788	26,506	26,258	26,258	26,258	-248	-0.9%		
15101	Personnel Costs	93,376	101,263	104,029	104,029	104,029	2,766	2.7%		55
15102-52000	Purchase of Services	2,556	4,450	4,450	4,450	4,450	0	0.0%		
15102-54000	Supplies	1,606	2,600	2,350	2,350	2,350	-250	-9.6%		
15102-57000	Other Charges	728	1,800	1,800	1,800	1,800	0	0.0%		
	Total Expenses	4,890	8,850	8,600	8,600	8,600	-250	-2.8%		56
	Board of Health Total	98,266	110,113	112,629	112,629	112,629	2,516	2.3%		
Community Health										
15152-53850	Community Health Care Total	4,000	4,000	5,000	5,000	5,000	1,000	25.0%		
	Total Expenses	4,000	4,000	5,000	5,000	5,000	1,000	25.0%		57
	Community Health Care Total	4,000	4,000	5,000	5,000	5,000	1,000	25.0%		
Inspections & Testing										
15202	Public Health Inspector	46,016	47,338	51,047	51,047	51,047	3,709	7.8%		
	Personnel Costs	46,016	47,338	51,047	51,047	51,047	3,709	7.8%		58
	Inspections & Testing Total	46,016	47,338	51,047	51,047	51,047	3,709	7.8%		
Council on Aging										
15411	Department Head Salaries	53,575	60,880	71,204	71,204	71,204	10,324	17.0%		
	Salaries/ Wages	61,379	72,750	70,265	70,265	70,265	-2,485	-3.4%		
	Longevity	175	475	625	625	625	150	31.6%		
15411	Personnel Costs	115,129	134,105	142,094	142,094	142,094	7,989	6.0%		59
15412-52000	Purchase of Services	1,036	2,030	2,140	2,140	2,140	110	5.4%		
15412-54000	Supplies	1,749	1,975	1,700	1,700	1,700	-275	-13.9%		
15412-57000	Other Charges	561	725	725	725	725	0	0.0%		
15412-57110	Transportation	319	4,000	4,000	4,000	4,000	0	0.0%		
	Total Expenses	3,665	8,730	8,565	8,565	8,565	-165	-1.9%		60
	Council on Aging Total	118,794	142,835	150,659	150,659	150,659	7,824	5.5%		

Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Veterans' Services										
	Salaries/ Wages	9,533	9,651	9,844	9,844	9,844	193	2.0%		
15431	Personnel Costs	9,533	9,651	9,844	9,844	9,844	193	2.0%	_____	61
15432-52000	Purchase of Services	0	250	250	250	250	0	0.0%		
15432-54000	Supplies	0	575	575	575	575	0	0.0%		
15432-54100	American Legion	1,432	1,600	1,600	1,600	1,600	0	0.0%		
15432-54400	Memorial/Veterans' Day	2,001	3,200	3,200	3,200	3,200	0	0.0%		
15432-57000	Other Charges	210	500	500	500	500	0	0.0%		
15432-57700	Veterans' Benefits	43,950	51,500	55,000	55,000	55,000	3,500	6.8%		
	Total Expenses	47,593	57,625	61,125	61,125	61,125	3,500	6.1%	_____	62
	Veterans' Services Total	57,126	67,276	70,969	70,969	70,969	3,693	5.5%		
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Joshua Hyde Library Operations										
	Department Head Salaries	85,052	86,115	87,837	87,837	87,837	1,722	2.0%		
	Salaries/ Wages	279,140	300,264	313,820	313,820	313,820	13,556	4.5%		
	Longevity	1,400	1,550	1,100	1,100	1,100	-450	-29.0%		
16101	Personnel Costs	365,592	387,929	402,757	402,757	402,757	14,828	3.8%	_____	63
16102-52000	Purchase of Services	16,380	19,707	19,672	19,672	19,672	-35	-0.2%		
16102-54000	Supplies	3,438	3,600	3,600	3,600	3,600	0	0.0%		
16102-55820	Library Materials	98,345	100,000	105,000	105,000	105,000	5,000	5.0%		
16102-57000	Other Charges	1,554	2,400	2,400	2,400	2,400	0	0.0%		
	Total Expenses	119,717	125,707	130,672	130,672	130,672	4,965	3.9%	_____	64
	Joshua Hyde Library Operations Total	485,309	513,636	533,429	533,429	533,429	19,793	3.9%		
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Recreation										
	Department Head Salaries	40,872	49,055	59,330	59,330	59,330	10,275	20.9%		
	Salaries/ Wages	29,022	31,457	33,114	33,114	33,114	1,657	5.3%		
	Longevity	0	0	0	0	0	0	0.0%		
16301	Personnel Costs	69,894	80,512	92,444	92,444	92,444	11,932	14.8%	_____	65
16302-52000	Purchase of Services	9,403	12,079	12,507	12,507	12,507	428	3.5%		
16302-54000	Supplies	1,152	2,680	4,205	4,205	4,205	1,525	56.9%		
16302-56320	Team Sports	7,500	7,500	7,500	7,500	7,500	0	0.0%		
16302-57000	Other Charges	100	210	210	210	210	0	0.0%		
	Total Expenses	18,155	22,469	24,422	24,422	24,422	1,953	8.7%	_____	66
	Recreation Total	88,049	102,981	116,866	116,866	116,866	13,885	13.5%		
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Town of Sturbridge -- Budget FY22

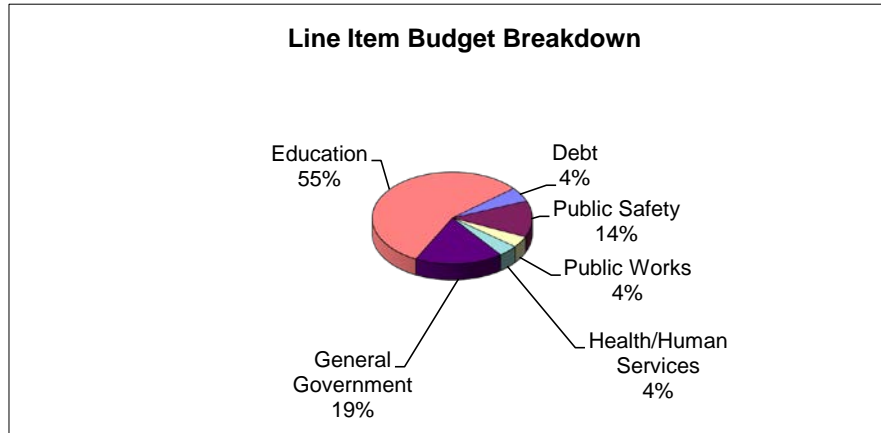
<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Trails Committee										
16502-52000	Purchase of Services	80	110	0	0	0	-110	-100.0%		
16502-57000	Other Charges	26	100	0	0	0	-100	-100.0%		
	Total Expenses	106	210	0	0	0	-210	-100.0%		67
	Trails Committee Total	106	210	0	0	0	-210	-100.0%		
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Historical Commission										
16902-52000	Purchase of Services	166	1,750	1,750	1,750	1,750	0	0.0%		
16902-54000	Supplies	0	100	100	100	100	0	0.0%		
16902-57000	Other Charges	0	200	200	200	200	0	0.0%		
	Total Expenses	166	2,050	2,050	2,050	2,050	0	0.0%		68
	Historical Commission Total	166	2,050	2,050	2,050	2,050	0	0.0%		
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Debt Service Principal										
17102-59193	Burgess Elementary Project	918,000	915,000	915,000	915,000	915,000	0	0.0%		
17102-59192	Town Hall	175,000	170,000	170,000	170,000	170,000	0	0.0%		
	Total Expense	1,093,000	1,085,000	1,085,000	1,085,000	1,085,000	0	0.0%		69
	Debt Service Principal Total	1,093,000	1,085,000	1,085,000	1,085,000	1,085,000	0	0.0%		
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Debt Service Interest										
17502-59250	Short-Term Interest	0	5,000	5,000	5,000	5,000	0	0.0%		
17502-59193	Burgess Elementary School	341,639	310,966	279,229	279,229	279,229	-31,737	-10.2%		
17502-59192	Town Hall	60,203	53,303	52,214	52,214	52,214	-1,089	-2.0%		
	Total Expenses	401,842	369,269	336,443	336,443	336,443	-32,826	-8.9%		70
	Debt Service Interest Total	401,842	369,269	336,443	336,443	336,443	-32,826	-8.9%		
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Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u>		<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
							<u>\$</u>	<u>%</u>		
Unclassified										
19102-51700	Group Insurance	1,785,428	1,820,000	1,820,000	1,820,000	1,820,000	0	0.0%		
19102-51750	Unemployment	18,680	25,000	25,000	25,000	25,000	0	0.0%		
19102-51800	Worcester Retirement System	1,371,067	1,501,694	1,674,824	1,674,824	1,674,824	173,130	11.5%		
19102-51950	Medicare Tax	227,578	241,000	255,000	255,000	255,000	14,000	5.8%		
19102-52110	Street Lights	47,378	60,000	60,000	60,000	60,000	0	0.0%		
19102-52119	Energy Consulting	1,640	4,000	4,000	4,000	4,000	0	0.0%		
19102-52273	Engineering/Professional Services	0	0	20,000	20,000	20,000	20,000	NEW		
19102-52630	Town Audit	26,000	31,000	31,000	31,000	31,000	0	0.0%		
19102-52640	School Audit	0	4,000	0	0	0	-4,000	-100.0%		
19102-52650	OPEB Study	7,500	1,000	7,500	7,500	7,500	6,500	0.0%		
19102-53030	Legal Fees	5,203	10,000	10,000	10,000	10,000	0	0.0%		
19102-53070	Tax Title	590	5,000	5,000	5,000	5,000	0	0.0%		
19102-53090	Town Report	1,942	3,000	3,000	3,000	3,000	0	0.0%		
19102-57410	Insurance Blanket	349,468	392,000	397,000	397,000	397,000	5,000	1.3%		
19102-57926	Insurance Deductible	3,000	5,000	5,000	5,000	5,000	0	0.0%		
19102-57800	Reserve Fund	125,703	163,000	169,000	169,000	169,000	6,000	3.7%		
19102-58318	Student Activity	0	0	0	0	0	0	0.0%		
19102-58326	Future Wage Obligations	0	100,000	0	0	0	-100,000	100.0%		
	Total Expenses	3,971,177	4,365,694	4,486,324	4,486,324	4,486,324	120,630	2.8%		71
	Total Unclassified	3,971,177	4,365,694	4,486,324	4,486,324	4,486,324	120,630	2.8%		
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Central Purchasing										
19152-52310	Telephone	23,625	35,000	35,000	35,000	35,000	0	0.0%		
19152-52315	Postage	20,511	21,000	21,000	21,000	21,000	0	0.0%		
19152-54800	Gasoline	112,541	150,000	150,000	150,000	150,000	0	0.0%		
19152-52320	Water/Sewer	10,542	12,000	12,000	12,000	12,000	0	0.0%		
19152-54200	Copiers	5,892	6,100	6,100	6,100	6,100	0	0.0%		
19152-53420	Slate Roof Maint Plan	5,775	0	7,000	7,000	7,000	7,000	100.0%		
19152-56553	Fleet Vehicles	0	1,500	0	0	0	-1,500	-100.0%		
19152-56559	Window Cleaning	2,497	0	6,000	6,000	6,000	6,000	100.0%		
19152-56561	Exterior Painting TH/COB	0	0	0	0	0	0	0.0%		
19152-57927	E-Z Pass	630	1,200	1,200	1,200	1,200	0	0.0%		
19152-57928	Electricity	99,267	80,000	80,000	80,000	80,000	0	0.0%		
19152-58327	Trash Removal/Recycling	0	9,200	7,000	7,000	7,000	-2,200	-23.9%		
19152-58328	Fire Extinguishers (Bldgs.)	0	3,000	3,000	3,000	3,000	0	0.0%		
	Total Expenses	281,280	319,000	328,300	328,300	328,300	9,300	2.9%		72
	Central Purchasing Total	281,280	319,000	328,300	328,300	328,300	9,300	2.9%		
	GRAND TOTAL	33,781,683	35,248,388	36,399,178	36,399,178	36,399,178	1,149,790	3.3%		

Town of Sturbridge -- Budget FY22

<u>ACCOUNT NUMBER</u>	<u>DEPARTMENT</u>	<u>ACTUAL EXPENDED FY20</u>	<u>ACCEPTED BUDGET FY21</u>	<u>ADMINISTRATOR RECOMMEND FY22</u>	<u>SELECTMEN RECOMMEND FY22</u>	<u>FINCOM RECOMMEND FY22</u>	<u>VARIANCE FINCOM VS FY21</u> \$ %	<u>ADOPTED TOWN MEETING</u>	<u>LINE NUMBER</u>
BUDGET SUMMARY (For illustration purposes only)									
	General Government Salaries	6,841,385	7,715,357	8,006,489	8,006,489	8,006,489	291,132 3.8%		
	General Government Expenses	7,487,977	8,005,709	8,187,722	8,187,722	8,187,722	182,013 2.3%		
	Total General Government	14,329,363	15,721,066	16,194,211	16,194,211	16,194,211	473,145 3.0%		
	Total Burgess	12,253,714	12,047,819	12,379,567	12,379,567	12,379,567	331,748 2.8%		
	Total Tantasqua	7,198,606	7,479,503	7,825,400	7,825,400	7,825,400	345,897 4.6%		
	Total Charter School	0	6,000	6,000	6,000	6,000	0 0.0%		
	Grand Total	33,781,683	35,248,388	36,399,178	36,399,178	36,399,178	1,150,790 3.3%		
	General Government % of Total	42.4%	44.6%	44.5%	44.5%	44.5%			
	Burgess % of Total	36.3%	34.2%	34.0%	34.0%	34.0%			
	Tantasqua % of Total	21.3%	21.2%	21.5%	21.5%	21.5%			
	Total	100.0%	100.0%	100.0%	100.0%	100.0%			



Detail Budget

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FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Board of Selectmen

Salaries

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Total Salaries	0	0	0	0

Purchase of Services

Advertising	1,200	1,200	1,200	1,200
Registration	1,000	1,000	1,000	1,000
Total Purchase of Services	2,200	2,200	2,200	2,200

Supplies

Supplies				
Total Supplies	0	0	0	0

Other Charges

Travel	700	1,400	1,400	1,400
Total Other Charges	700	1,400	1,400	1,400
Department Totals	2,900	3,600	3,600	3,600

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Town Administrator			Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	150,000	150,000	153,000	153,000
Merit Based Pay Incentive	27,999	26,602	27,211	27,211
Salaries/Wages	38,685	38,967	42,574	42,574
Total Salaries	216,684	215,569	222,785	222,785
Purchase of Services				
Training	1,750	1,750	1,750	1,750
Recruiting	1,500	7,500	7,500	7,500
Conference Registration	1,500	1,500	1,500	1,500
Signage	250	250	250	250
Records Destruction	1,500	1,500	1,500	1,500
Project Funds		7,000	6,500	6,500
Total Purchase of Services	6,500	19,500	19,000	19,000
Supplies				
Office Supplies	2,850	2,850	3,150	3,150
Total Supplies	2,850	2,850	3,150	3,150
Matching Grant Funds				
Matching Grant Funds	20,000	5,000	5,000	5,000
Total Matching Grant Funds	20,000	5,000	5,000	5,000
Other Charges				
Travel Expenses	5,000	3,000	3,000	3,000
Dues	3,000	3,000	3,500	3,500
Total Other Charges	8,000	6,000	6,500	6,500
Department Totals	254,034	248,919	256,435	256,435

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Finance Committee	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Salaries/Wages (Recording Secretary)	3,589	3,688	3,873	3,873
Total Salaries	3,589	3,688	3,873	3,873
Purchase of Services				
Printing	3,200	3,200	3,000	3,000
Conference Registration	200	200	200	200
Total Purchase of Services	3,400	3,400	3,200	3,200
Supplies				
Total Supplies	0	0	0	0
Other Charges				
Dues	200	200	200	200
Total Other Charges	200	200	200	200
Department Totals	7,189	7,288	7,273	7,273

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Accountant	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	77,260	81,695	86,029	86,029
Salaries/Wages	15,687	15,884	16,758	16,758
Longevity	150	150	150	150
Total Salaries	93,097	97,729	102,937	102,937
Purchase of Services				
Registration Fees	350	400	400	400
Tuition Reimbursement	2,500	2,500	2,500	2,500
Total Purchase of Services	2,850	2,900	2,900	2,900
Supplies				
Forms	175	175	200	200
Office Supplies	500	500	500	500
Total Supplies	675	675	700	700
Other Charges				
Dues	125	125	50	50
Travel	100	100		
Total Other Charges	225	225	50	50
Department Totals	96,847	101,529	106,587	106,587

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Assessor's	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	80,687	85,169	91,114	91,114
Salaries/Wages	30,930	31,200	32,621	32,621
Longevity	250	250	250	250
Total Salaries	111,867	116,619	123,985	123,985
Purchase of Services				
Certification Courses	2,000	1,350	2,000	2,000
ATB Cases	2,000	2,000	2,000	2,000
VISION Software/Service	7,622	8,384	9,222	9,222
Registry of Deeds Fees	200	200	200	200
Multiple Listing Software	400	400	400	400
Commercial Inspection	2,500	2,500	2,500	2,500
Cama/ Webhosting	2,627	2,836	3,029	3,029
Data Collection Services	9,900	9,900	9,900	9,900
Personal Property Software Support		1,500	1,500	1,500
Total Purchase of Services	27,249	29,070	30,751	30,751
Supplies				
Office Supplies	1,500	1,500	1,500	1,500
Forms	200	200	200	200
Total Supplies	1,700	1,700	1,700	1,700
Other Charges				
Dues	380	340	340	340
Mileage	300	300	300	300
Travel	700	550	700	700
Total Other Charges	1,380	1,190	1,340	1,340
Department Totals	142,196	148,579	157,776	157,776

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Finance Director	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	110,755	112,139	114,382	114,382
Salaries/Wages	127,989	116,631	125,823	125,823
Certification Stipend	1,000	1,000	1,000	1,000
Longevity	1,400	950	1,100	1,100
Total Salaries	241,144	230,720	242,305	242,305
Purchase of Services				
Parking Ticket Processing	50	50	50	50
Postage Meter Maintenance	2,000	2,000	2,000	2,000
Registration	600	410	600	600
Continuing Disclosure	2,000	2,000	2,000	2,000
Maint Agreement Envelope Stuffer	3,500	3,500	3,500	3,500
Training - MUNIS	3,825	4,000	4,000	4,000
Outsourcing Printing of Bills/LockBox		15,000	15,000	15,000
Total Purchase of Services	11,975	26,960	27,150	27,150
Supplies				
Envelopes	2,500	2,500	2,000	2,000
Office Supplies	2,000	2,000	2,000	2,000
W2's/Envelopes	200	200	200	200
RE/PP Bills	1,500	1,500	0	0
Ambulance Invoices	450	450	450	450
Contribution Forms	600	600	0	0
ACA Forms	125	125	125	125
Total Supplies	7,375	7,375	4,775	4,775
Other Charges				
Travel	1,300	1,100	1,300	1,300
Dues/Memberships	275	275	275	275
Total Other Charges	1,575	1,375	1,575	1,575
Department Totals	262,069	266,430	275,805	275,805

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Town Council	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Total Salaries	0	0	0	0
Purchase of Services				
	100,000	100,000	110,000	110,000
Total Purchase of Services	100,000	100,000	110,000	110,000
Total Supplies	0	0	0	0
Total Other Charges	0	0	0	0
Department Totals	100,000	100,000	110,000	110,000

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Information Technology				
IT Specialist	62,301	66,303	71,236	71,236
Total Salaries	62,301	66,303	71,236	71,236
Purchase of Services				
IT Support - Tantasqua	7,500	2,500	2,000	2,000
MUNIS Support	41,680	43,000	46,219	46,219
Town Website	5,300	5,300	5,300	5,300
Backup Maintenance Agreement	1,200	1,200	2,200	2,200
.gov Domain Name		400	400	400
Firewall Maintenance	2,500	2,500	2,500	2,500
CodeRed	6,000	6,000	6,000	6,000
Warranty Support Plotter	1,800	0	1,800	1,800
CISCO Maint. Agreement (Phone)	2,000	2,000	2,000	2,000
Help Desk	600	600	600	600
Anti-virus 3 year	5,000	0	8,500	8,500
Business Essentials (Email)		2,700	2,700	2,700
Cyber Security Awareness		1,000	1,000	1,000
Pro Support for TH Nodes		1,600	1,600	1,600
Professional Development		2,695	2,695	2,695
Barracuda Replacement Coverage	1,500	1,500	3,000	3,000
Vehicle GPS			2,500	2,500
Social Media Archiving			2,500	2,500
Website Update/Redesign			4,500	4,500
Charter Services			13,510	13,510
Total Purchase of Services	75,080	72,995	111,524	111,524
Supplies				
Tech Equipment	5,000	5,000	5,000	5,000
Total Supplies	5,000	5,000	5,000	5,000
Capital Outlay				
Computer Replacement	40,000	14,850	6,400	6,400
Nutanix Upgrade and Expansion TH		28,026	0	0
Win 7 to Win 10 Upgrade	300	0	0	0
Library Rewiring Project	2,100	0	0	0
Phone System Upgrade			4,000	4,000
Voice Router			6,300	6,300
Total Other Charges	42,400	42,876	16,700	16,700
Department Totals	184,781	187,174	204,460	204,460

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Town Clerk	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	67,717	70,000	77,000	75,540
Salaries/Wages	36,796	37,801	40,801	40,414
Certification Stipend			1,000	1,000
Total Salaries	104,513	107,801	118,801	116,954
Purchase of Services				
Registration Fees	400	480	480	480
Annual Maint. Dog Licensing Software	426	393	0	0
Onboard Portal Software		1,100	1,100	1,100
Total Purchase of Services	826	1,973	1,580	1,580
Supplies				
Office Supplies	1,400	1,400	1,400	1,400
Vault Dividers/Labels	175	0	0	0
Total Supplies	1,575	1,400	1,400	1,400
Other Charges				
Dues/Memberships	250	160	160	160
Travel	750	1,340	1,340	1,340
Total Other Charges	1,000	1,500	1,500	1,500
Department Totals	107,914	112,674	123,281	121,434

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Elections & Registration				
Salaries				
Board Salaries	300	300	500	350
Salaries/Wages	9,000	15,100	15,560	15,560
Total Salaries	9,300	15,400	16,060	15,910
Purchase of Services				
Annual Town Census	1,500	1,500	1,875	1,875
Street Listing	1,475	1,175	900	900
Printing of Ballots & Memory Cards	6,800	6,800	2,000	2,000
Poll Pad - Maintenance Agreement			1,200	1,200
Constables	1,600	2,100	2,650	2,650
Voting Machine Maintenance	990	990	1,100	1,100
OSV - Rental	2,400	2,400	1,600	1,600
Truck Rental	300	300	0	0
Advertising	83	85	0	0
Total Purchase of Services	15,148	15,350	11,325	11,325
Supplies				
Election Supplies	900	900	600	600
Food For Elections	1,200	1,200	700	700
Early Voting Storage	700	0	1,442	1,442
Ballot Box (one-time)	1,200	0	0	0
Ballot Storage		528	0	0
Crowd Control		153	0	0
Total Supplies	4,000	2,781	2,742	2,742
Other Charges				
Total Other Charges	0	0	0	0
Department Totals	28,448	33,531	30,127	29,977

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Conservation				
Salaries				
Department Head Salary	60,128	64,349	71,204	71,204
Salaries/Wages	20,149	21,868	29,465	29,465
Total Salaries	80,277	86,217	100,669	100,669
Purchase of Services				
Training Programs	1,450	1,450	1,450	1,450
Lakes Testing Program	4,368	4,368	4,368	4,368
Legal Ads	250	250	250	250
Consulting Services		5,000	0	0
Total Purchase of Services	6,068	11,068	6,068	6,068
Supplies				
Office Supplies	1,100	1,100	1,100	1,100
Magazine Subscription	100	100	100	100
Supplies - Lake Testing Program	100	100	100	100
Clothing Allowance		250	250	250
Field Supplies		100	100	100
Total Supplies	1,300	1,650	1,650	1,650
Other Charges				
Dues	527	517	517	517
Mileage	150	150	150	150
Total Other Charges	677	667	667	667
Department Totals	88,322	99,602	109,054	109,054

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Town Planner	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	95,053	99,226	101,211	101,211
Salaries/Wages	36,373	36,632	38,952	38,952
Longevity	300	300	450	450
Total Salaries	131,726	136,158	140,613	140,613
Purchase of Services				
Printing	1,500	2,000	2,000	2,000
Conferences	2,395	2,395	2,395	2,395
Advertising	1,500	1,500	1,500	1,500
Maintenance Fee - ESRI	1,950	1,950	1,950	1,950
Permitting Software Maint	10,800	10,800	10,800	10,800
GIS Web Hosting	3,500	3,500	3,500	3,500
GIS Services	17,000	17,000	17,000	17,000
Total Purchase of Services	38,645	39,145	39,145	39,145
Supplies				
Office Supplies	3,750	3,750	3,750	3,750
Total Supplies	3,750	3,750	3,750	3,750
Intergovernmental				
CMRPC Assessment	2,655	2,721	2,789	2,789
Total Intergovernmental	2,655	2,721	2,789	2,789
Other Charges				
Travel	255	500	500	500
Dues	687	725	770	770
Total Other Charges	942	1,225	1,270	1,270
Department Totals	177,718	182,999	187,567	187,567

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

ZBA	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Total Salaries	0	0	0	0
Purchase of Services				
Conferences	500	500	500	500
Total Purchase of Services	500	500	500	500
Supplies				
Total Supplies	0	0	0	0
Other Charges				
Travel Reimbursement	90	90	90	90
Total Other Charges	90	90	90	90
Department Totals	590	590	590	590

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Economic Dev./Tourism	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Salaries/Wages	19,223	19,868	29,665	29,665
Total Salaries	19,223	19,868	29,665	29,665
Purchase of Services				
Economic Development Promotional Items	200	150	350	150
Total Purchase of Services	200	150	350	150
Supplies				
Supplies	500	1,000	1,500	1,000
Meeting Supplies	700	0	500	500
Subscriptions			200	200
Total Supplies	1,200	1,000	2,200	1,700
Other Charges				
Dues			600	600
Travel Reimbursement	200	150	300	300
Total Other Charges	200	150	900	900
Department Totals	20,823	21,168	33,115	32,415

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Facilities	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Facilities Manager	65,000	67,762	71,204	71,204
Custodians	48,981	49,655	57,875	57,875
Total Salaries	113,981	117,417	129,079	129,079
Purchase of Services				
Training	1,465	850	0	0
North Cemetery Pest Control			260	260
Town Common Electrical Updates			4,900	4,900
Total Purchase of Services	1,465	850	5,160	5,160
Supplies				
Supplies	1,000	1,500	1,500	1,500
File Cabinet (one-time purchase)	425	0	0	0
Carpet Cleaning Machine(s)		2,600	0	0
Building Supplies (TH, COB, Senior Center)			4,900	4,900
Total Supplies	1,425	4,100	6,400	6,400
Other Charges				
Dues	0	800	990	990
Travel	300	0	0	0
Total Other Charges	300	800	990	990
Department Totals	117,171	123,167	141,629	141,629

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Town Hall	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Town Hall				
	0	0	0	0
Purchase of Services				
Oil	11,200	11,536	11,000	11,000
Fire Alarm Monitoring & Insp.	1,500	1,400	1,300	1,300
Elevator PM & Inspection	2,060	2,122	2,500	2,500
Repairs	10,000	10,000	10,000	10,000
Fire Extinguishers	150	0	0	0
Pest Control	650	650	1,020	1,020
Trash Removal	1,680	0	0	0
Charter Services	7,500	7,500	0	0
HVAC Services	2,500	2,575	2,600	2,600
Boiler Inspection	100	100	50	50
Fire Suppression Monitoring & Insp.	500	1,030	850	850
Security System Monitoring			650	650
Rug Cleaning	1,550	0	0	0
Interior/Exterior Maint.	4,000	4,000	8,000	8,000
Chair Cleaning	1,325	0	0	0
Replace Vestibule heaters		4,900	0	0
Total Purchase of Services	44,715	45,813	37,970	37,970
Supplies				
Supplies	2,500	2,500	0	0
Total Supplies	2,500	2,500	0	0
Other Charges				
Total Other Charges	0	0	0	0
Department Totals	47,215	48,313	37,970	37,970

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Center Office Building	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
	0	0	0	0
Purchase of Services				
Oil	10,500	10,815	10,000	10,000
Fire Alarm Monitoring & Insp.	1,600	1,400	1,300	1,300
Elevator PM & Inspection	2,060	2,122	2,500	2,500
Repairs	10,000	10,000	10,000	10,000
Fire Extinguisher	150	0	0	0
Pest Control	650	650	1,080	1,080
HVAC Services	3,500	2,575	2,600	2,600
Boiler Inspection	50	50	50	50
Fire Suppression Monitoring & Insp.	700	1,030	800	800
Security System Monitoring			650	650
Rug Cleaning	1,500	0	0	0
Chair Cleaning	1,225	0	0	0
Repair Exterior Insulation @ Chiller	2,650	0	0	0
Repair Interior Insulation of HVAC	2,825	0	0	0
Interior/Exterior Maintenance	4,000	4,000	4,000	4,000
Replace Stair Heater add 2nd		3,500	0	0
Total Purchase of Services	41,410	36,142	32,980	32,980
Supplies				
Supplies	1,200	1,200	0	0
Conference Room to Office		4,500	0	0
Total Supplies	1,200	5,700	0	0
Other Charges				
Total Other Charges	0	0	0	0
Department Totals	42,610	41,842	32,980	32,980

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Senior Center Building				
	0	0	0	0
Purchase of Services				
Elevator Maintenance Contract	2,625	2,650	2,500	2,500
Fuel Oil	7,875	7,950	7,950	7,950
Fire Alarm Monitoring & Insp.	1,410	1,410	600	600
Security System Monitoring			1,800	1,800
Fire Extinguisher Inspection	200	0	0	0
Oil Burner Service	500	0	0	0
Motion Picture License	187	0	0	0
Repairs	4,000	4,000	4,000	4,000
Trash Collection	819	0	0	0
Charter Services	1,200	1,200	0	0
Pest Control	683	700	960	960
Emergency Cleaning	900	900	500	500
Basement Floor Repair (one-time)	750	0	0	0
Interior/Exterior Maintenance	4,000	4,000	4,000	4,000
HVAC Services		2,600	2,600	2,600
Total Purchase of Services	25,149	25,410	24,910	24,910
Supplies				
Building and Grounds Supplies	2,500	2,500	0	0
Total Supplies	2,500	2,500	0	0
Other Charges				
Total Other Charges	0	0	0	0
Department Totals	27,649	27,910	24,910	24,910

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Library Building				
	0	0	0	0
Purchase of Services				
Propane	7,000	7,000	7,000	7,000
Elevator	1,882	1,900	2,500	2,500
Heating Maintenance	2,500	2,500	2,500	2,500
Fire Extinguisher Inspection	225	0	0	0
Fire Alarm	900	900	1,300	1,300
Gutters	1,400	1,400	1,400	1,400
Security System	890	890	890	890
Trash Removal	1,992	0	0	0
Building Maintenance	4,500	4,500	4,500	4,500
Carpet Cleaning	1,400	1,615	1,650	1,650
Pest Control	550	550	1,080	1,080
Reading Chair Cleaning	425	425	450	450
Total Purchase of Services	23,664	21,680	23,270	23,270
Supplies				
Supplies	1,650	1,650	1,650	1,650
Total Supplies	1,650	1,650	1,650	1,650
Other Charges				
Total Other Charges	0	0	0	0
Department Totals	25,314	23,330	24,920	24,920

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Safety Complex				
	0	0	0	0
Purchase of Services				
Air/Heating Maint Contract	4,500	4,500	4,500	4,500
Annual Inspection Boilers	150	150	150	150
Annual Inspection Fire Alarm	1,600	1,600	1,633	1,633
Annual Inspection Fire Extinguishers	300	0	0	0
Annual Maint Gun Firing Range	750	750	900	900
Annual Maint Radio Systems	3,000	3,000	3,000	3,000
Carpet Cleaning	450	0	0	0
Cross Connection Fee	315	315	315	315
Bottled Water	1,100	1,200	1,200	1,200
Emergency Decontamination Service	450	450	450	450
Exterior Maintenance	2,500	2,500	2,500	2,500
Garage Door Maintenance	2,000	500	0	0
Generator Maint Contract	1,000	500	500	500
Charter Services	2,000	2,035	0	0
Oil	38,500	41,250	41,250	41,250
Pest Control	650	650	960	960
Radio Repairs	3,000	3,500	3,500	3,500
Radio System Phone Line	3,700	3,700	3,700	3,700
Annual Cleaning of Cells	295	295	295	295
Repairs	8,000	10,000	10,000	10,000
Repairs, Security Cameras	2,000	0	0	0
Trash Removal	5,000	0	0	0
Communications Center Cleaning (one-time)	2,700	0	0	0
Total Purchase of Services	83,960	76,895	74,853	74,853
Supplies				
Supplies, General Cleaning	6,000	6,000	6,000	6,000
Supplies, General Maintenance	1,500	1,500	1,500	1,500
Supplies, Office Shared	2,000	2,000	2,300	2,300
Dispatch Lighting			3,000	3,000
PD Mailboxes			1,200	1,200
Total Supplies	9,500	9,500	14,000	14,000
Other Charges				
Total Other Charges	0	0	0	0
Department Totals	93,460	86,395	88,853	88,853

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Nursery School				
	0	0	0	0
Purchase of Services				
Oil	1,000	1,000	1,000	1,000
Repairs	1,000	2,000	1,500	1,500
Fire Alarm Monitoring & Insp.		700	700	700
Pest Control Services			380	380
Total Purchase of Services	2,000	3,700	3,580	3,580
Supplies				
Supplies for Repairs	350	0	0	0
Total Supplies	350	0	0	0
Other Charges				
Total Other Charges	0	0	0	0
Department Totals	2,350	3,700	3,580	3,580

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
8 Brookfield Road	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>
	0	0	0	0
Purchase of Services				
Repairs	1,300	900	0	0
	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>
	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>
Total Purchase of Services	1,300	900	0	0
Supplies	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>
	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>
	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>
Total Supplies	0	0	0	0
Other Charges	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>
	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; background-color: #fce4d6;"></div>
Total Other Charges	0	0	0	0
Department Totals	1,300	900	0	0

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Police Department	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	145,642	125,000	145,656	145,656
Stlpnd Emergency Management	6,000	0	6,000	6,000
Salaries/Wages	2,157,296	2,292,216	2,342,934	2,342,934
Overtime	424,698	464,728	460,781	460,781
Longevity	7,800	8,200	7,500	7,500
Total Salaries	2,741,436	2,890,144	2,962,871	2,962,871
Purchase of Services				
IMC Contract	17,779	18,744	19,659	19,659
Live Scan Maintenance	1,768	1,768	1,965	1,965
Software Maintenance	1,000	1,000	1,000	1,000
Verizon Contract	9,420	8,340	6,960	6,960
TrackStar AVL License	945	945	0	0
CJIS Computer Maintenance	1,402	1,402	1,402	1,402
Cruiser Repairs	7,668	8,168	8,168	8,168
Tuition	12,716	12,716	12,716	12,716
Training	16,105	21,704	23,513	23,513
Drug and Alcohol Testing	1,250	1,250	1,250	1,250
Radio Repairs	2,500	3,000	3,000	3,000
Jail Cell Blanket Cleaning	1,560	1,560	1,680	1,680
Animal Control	3,100	3,100	3,180	3,180
Dispatch Licensing Fees	350	350	350	350
New Hire Physical & Psych Eval	1,681	1,681	1,681	1,681
Marijuana Civil Filing Fee	1,600	600	0	0
Emergency Management	1,825	1,825	1,825	1,825
Cruiser Camera Warranty	4,375	4,500	5,825	5,825
Taser Service Contract	6,405	0	0	0
Records Destruction	400	400	400	400
Calibration Radar Units (every 3 years)	930	0	0	0
Crash Data Software	1,050	1,050	0	0
BT Warranty	0	838	838	838
Scheduling Software Renewal Fee			648	648
Installation Depth Finder for Boat	160	0	0	0
Total Purchase of Services	95,989	94,941	96,060	96,060
Supplies				
Jail Supplies (Prisoner Meals)	1,344	1,344	1,344	1,344
Supplies	9,695	9,695	9,695	9,695
Defibrillation Pads	1,360	1,360	1,360	1,360
Training Supplies	10,714	10,714	11,235	11,235
Clothing Allowance (per contract)	23,000	23,000	23,500	23,500
Cruiser Repairs	9,100	9,100	9,100	9,100
Animal Control	1,310	1,400	1,400	1,400
Emergency Management	2,910	2,910	2,910	2,910
BT Instruments	400	400	400	400
Portable Radio Batteries	1,089	1,089	906	906
New Officer Equipment Hire	4,000	4,000	4,000	4,000
Ergonomic Keyboards (15)	500	0	0	0
Refrigerator for dispatch	200	0	0	0
Swabs for DNA Collection (50)	65	0	0	0
Depth Finder for Boat	325	0	0	0
Paper Evidence Containers	70	0	0	0
Fingerprint Lifting Kit	500	0	0	0
Total Supplies	66,582	65,012	65,850	65,850
Other Charges				
Dues/Memberships	5,387	6,237	6,237	6,237
Chief's Training	2,500	2,500	2,500	2,500
Travel Expenses	1,520	1,520	1,520	1,520
Total Other Charges	9,407	10,257	10,257	10,257
Operating Capital				
2 Fully Equipped Police Cruisers	128,811	61,800	121,700	121,700
Total Other Charges	128,811	61,800	121,700	121,700
Department Totals	3,042,225	3,122,154	3,256,738	3,256,738

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Fire Department				
Salaries				
Department Head Salary	113,070	114,483	116,773	116,773
Salaries/Wages	1,043,749	1,188,061	1,220,960	1,220,960
Overtime	235,000	254,952	242,274	242,274
Longevity	1,550	2,050	2,250	2,250
Total Salaries	1,393,369	1,559,546	1,582,257	1,582,257
Purchase of Services				
Advertising	1,000	1,000	1,000	1,000
Annual Ambulance Inspection	325	600	600	600
Annual Ambulance Licensing Fee	2,300	1,800	1,800	1,800
Annual Personnel EMS Licensing Fee	2,745	2,285	1,680	1,680
Annual Inspection - Fire Extinguishers	315	425	0	0
Annual Service/Insp - Rescue Equip	1,600	2,100	2,100	2,100
Annual Service - Plymovent	1,500	1,500	1,500	1,500
Annual Testing - Aerial Ladder	1,185	1,185	1,350	1,350
Annual Testing - Fire Apparatus	1,500	1,525	1,525	1,525
Annual Testing - Ground Ladders	700	700	700	700
Annual Testing - Fire Hose	5,300	5,300	5,300	5,300
Annual Testing - SCBA	2,000	2,740	2,815	2,815
Annual Testing - SCBA Compressor	1,800	1,970	1,970	1,970
Annual Testing - Face Piece Testing	910	0	0	0
Annual Testing - Vehicle Safety Lane	1,400	1,525	2,025	2,025
Annual Service Stretchers/Stair Chairs	0	1,100	1,100	1,100
CMED	6,500	5,900	5,900	5,900
Ambulance Maintenance	7,000	8,000	8,000	8,000
Vehicle Maintenance	12,000	15,000	15,000	15,000
Maint. Radio/Communication Equip	2,000	2,000	2,500	2,500
Maintenance Fire Extinguishers	350	400	400	400
Maintenance Contract - Heart Monitors	6,156	10,404	10,404	10,404
Physical Exams	8,400	8,345	8,345	8,345
Software Support Agreements	9,234	4,093	4,398	4,398
Training	12,000	12,000	12,000	12,000
NDT Test (Ladders) Every 5 Years	475	0	600	600
Fire Prevention Laptop Air Card	960	960	960	960
Inspect ER	960	960	960	960
ER/IMC CAD Integration Annual Fee	3,175	2,431	2,195	2,195
ER/IMC CAD Integration (one-time)	1,250	0	0	0
Emergency Reporting EMS Pkg	840	0	0	0
Emergency Reporting EMS Pkg Set-up (one-time)	260	0	0	0
Tuition Reimbursement	2,500	5,000	5,000	5,000
Emergency Reporting Fire/EMS Pkg	0	3,780	3,955	3,955
OIC- Duty Cell Phone		600	480	480
Lexipol Implementation (one-time)		9,796	0	0
Total Purchase of Services	98,640	115,424	106,562	106,562
Supplies				
Training Supplies	2,000	2,000	2,000	2,000
Dive & Rescue Team	800	500	500	500
Fire Supplies, Supression Operations	12,000	12,000	12,000	12,000
Ambulance Supplies	37,000	37,000	37,000	37,000
Uniforms and Safety Equipment	17,600	17,600	17,600	17,600
Supplies, Living Quarters	400	400	400	400
Replacement of Hose	2,500	3,500	4,000	4,000
Office Supplies	2,800	2,800	3,000	3,000
Total Supplies	75,100	75,800	76,500	76,500
Other Charges				
Dues/Memberships	2,600	2,600	2,600	2,600
Travel Expenses	4,300	4,300	2,000	2,000
Total Other Charges	6,900	6,900	4,600	4,600
Department Totals	1,574,009	1,757,670	1,769,919	1,769,919

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Building Inspector				
Salaries				
Department Head Salary	81,404	85,643	91,114	91,114
Salaries/Wages	39,055	40,323	43,115	43,115
Longevity	150	300	300	300
Total Salaries	120,609	126,266	134,529	134,529
Purchase of Services				
Annual Certification/Training	1,620	1,620	1,620	1,620
Total Purchase of Services	1,620	1,620	1,620	1,620
Supplies				
Office Supplies	1,200	1,200	1,200	1,200
Code Books	1,350	540	1,589	1,589
Building Apparel	250	250	250	250
Total Supplies	2,800	1,990	3,039	3,039
Other Charges				
Dues/Memberships	200	200	200	200
Travel Expenses	500	500	500	500
Total Other Charges	700	700	700	700
Department Totals	125,729	130,576	139,888	139,888

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Sealer	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Total Salaries	0	0	0	0
Purchase of Services				
Contract with State	5,350	5,350	5,350	5,350
Total Purchase of Services	5,350	5,350	5,350	5,350
Supplies				
Total Supplies	0	0	0	0
Other Charges				
Total Other Charges	0	0	0	0
Department Totals	5,350	5,350	5,350	5,350

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Inspectors				
Salaries				
Electrical Inspector	27,500	25,000	25,000	25,000
Plumbing Inspector	27,500	25,000	25,000	25,000
Total Salaries	55,000	50,000	50,000	50,000
Purchase of Services				
Training / Recertification	500	593	593	593
Total Purchase of Services	500	593	593	593
Supplies				
Code Books	500	341	220	220
Total Supplies	500	341	220	220
Other Charges				
Mileage	2,400	2,400	2,400	2,400
Dues	65	65	65	65
Total Other Charges	2,465	2,465	2,465	2,465
Department Totals	58,465	53,399	53,278	53,278

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Tree Warden				
Salaries				
Salaries/Wages	2,719	8,787	8,963	8,963
Total Salaries	2,719	8,787	8,963	8,963
Purchase of Services				
Police Details	1,250	1,620	1,620	1,620
Tree Removal and Maintenance	9,415	9,870	9,870	9,870
Ash Tree Removal	3,766	3,766	3,766	3,766
Ash Tree Treatment	1,400	1,400	1,400	1,400
Registration Fees	300	300	300	300
Total Purchase of Services	16,131	16,956	16,956	16,956
Supplies				
Grounds Keeping	425	425	425	425
Office Supplies	250	250	250	250
Total Supplies	675	675	675	675
Other Charges				
Travel	660	660	660	660
Dues/Memberships	525	525	525	525
Total Other Charges	1,185	1,185	1,185	1,185
Department Totals	20,710	27,603	27,779	27,779

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Education	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
	0	0	0	0
Burgess	11,770,442	12,047,819	12,379,567	12,379,567
Tantasqua	7,080,747	7,373,098	7,708,896	7,708,896
Tantasqua Transportation	118,577	106,405	116,504	116,504
Charter School Transportation	6,000	6,000	6,000	6,000
Total Schools	18,975,766	19,533,322	20,210,967	20,210,967
	0	0	0	0
	0	0	0	0
Department Totals	18,975,766	19,533,322	20,210,967	20,210,967

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

DPW	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	79,326	83,275	84,940	84,940
Salaries/Wages	795,092	832,076	881,913	881,913
Overtime	14,000	14,000	14,000	14,000
Longevity	1,400	1,250	750	750
Snow & Ice Overtime	48,719	50,000	51,250	51,250
Total Salaries	938,537	980,601	1,032,853	1,032,853
Purchase of Services				
Engineering	6,600	6,600	0	0
Advertising	2,500	2,500	2,500	2,500
Drug Testing	1,400	1,400	1,400	1,400
First Aid Kit (monthly service)	0	1,500	0	0
Oil	18,350	18,350	18,350	18,350
Trash Removal	6,000	0	0	0
Security	450	460	500	500
MS4 Storm Water Sampling			4,000	4,000
Training			2,000	2,000
Uniforms (Cleaning)	10,400	11,000	8,500	8,500
Charter Services	1,080	1,200	0	0
Fire Extinguishers	500	0	0	0
Building Repairs		6,000	6,000	6,000
Vehicle Repairs/Maintenance	21,000	23,000	25,000	25,000
Dam Inspections (Every 5 Years - 2017)	0	0	12,000	12,000
Flett Vehicles			500	500
Snow & Ice Plowing Contractors	70,000	70,000	70,000	70,000
Total Purchase of Services	138,280	142,010	150,750	150,750
Supplies				
Office Supplies	2,500	2,500	3,000	3,000
Building Supplies	6,500	7,500	7,500	7,500
Grease, Eng. Oil, Hyd Oil	2,500	2,500	2,500	2,500
Uniforms	11,490	11,500	11,500	11,500
Lawnmower Supplies	250	500	500	500
Cemetery Supplies	3,000	3,000	3,000	3,000
Vehicle/General Supplies	60,000	65,000	65,000	65,000
Fleet Vehicles			1,000	1,000
Signs		2,000	2,000	2,000
Snow & Ice Supplies	100,000	100,000	100,000	100,000
Total Supplies	186,240	194,500	196,000	196,000
Other Charges				
Hydraulic Licenses	2,100	2,300	2,300	2,300
Due/Memberships	100	4,500	4,500	4,500
Total Other Charges	2,200	6,800	6,800	6,800
Department Totals	1,265,257	1,323,911	1,386,403	1,386,403

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Roads	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
[Redacted]				
	0	0	0	0
[Redacted]				
Private Road Maintenance	6,000	6,000	6,000	6,000
Total Roads	6,000	6,000	6,000	6,000
[Redacted]				
	0	0	0	0
[Redacted]				
	0	0	0	0
Department Totals	6,000	6,000	6,000	6,000

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Landfill/Recycling Center	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Salaries/Wages	111,925	118,126	124,890	124,890
Overtime	1,500	1,500	1,500	1,500
Longevity		100	400	400
Total Salaries	113,425	119,726	126,790	126,790
Purchase of Services				
Cover Material	13,525	16,900	19,900	19,900
Disposal/Trucking	64,375	69,375	76,375	76,375
Well Monitoring	12,760	12,760	12,760	12,760
Leachate	47,000	47,000	47,000	47,000
Machine Maintenance	5,000	5,000	5,000	5,000
Engineering 8x per year per DEP/ Annual Insp. Of Transfer Station	10,000	10,000	10,000	10,000
Facility Maintenance and Repair	3,500	3,500	3,500	3,500
Total Purchase of Services	156,160	164,535	174,535	174,535
Supplies				
Supplies	2,450	2,650	2,600	2,600
Replacement of Roll Off	4,200	0	0	0
Repairs to Building (Materials)	2,000	2,000	2,000	2,000
Repairs to Roll Off	420	450	400	400
Tarp covers (1)	200	0	0	0
Total Supplies	9,270	5,100	5,000	5,000
Other Charges				
Total Other Charges	0	0	0	0
Department Totals	278,855	289,361	306,325	306,325

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Board of Health	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	72,000	74,757	77,771	77,771
Salaries/Wages	25,807	26,506	26,258	26,258
Public Health Inspector	46,091	47,338	51,047	51,047
Total Salaries	143,898	148,601	155,076	155,076
Purchase of Services				
Training	3,271	3,000	3,000	3,000
Dead Animal Prep	450	450	500	500
Legal Ads	500	750	700	700
Printing Services	250	250	250	250
Tuition Reimbursement	2,500	0	0	0
Community Health	4,000	4,000	5,000	5,000
Total Purchase of Services	10,971	8,450	9,450	9,450
Supplies				
Office/Field Supplies	2,164	2,150	2,000	2,000
Pool Test Kit	211	100	100	100
BOH Apparel	250	350	250	250
Total Supplies	2,625	2,600	2,350	2,350
Other Charges				
Dues	815	800	800	800
Instate Travel	1,000	1,000	1,000	1,000
Total Other Charges	1,815	1,800	1,800	1,800
Department Totals	159,309	161,451	168,676	168,676

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Council on Aging	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Department Head Salary	56,701	60,880	71,204	71,204
Salaries/Wages	76,515	72,750	70,265	70,265
Longevity	350	475	625	625
Total Salaries	133,566	134,105	142,094	142,094
Purchase of Services				
Advertising	120	0	0	0
Professional Development	750	750	750	750
My Senior Center Software Support	1,000	1,000	1,090	1,090
P.O. Box Rental	85	90	90	90
Motion Picture License		190	210	210
Total Purchase of Services	1,955	2,030	2,140	2,140
Supplies				
Office Supplies	1,700	1,700	1,700	1,700
Newspaper	255	275	0	0
Memory Café	400	0		
Total Supplies	2,355	1,975	1,700	1,700
Other Charges				
Travel	2,000	250	250	250
Memberships	475	475	475	475
Total Other Charges	2,475	725	725	725
Transportation				
Transportation for Seniors	4,000	4,000	4,000	4,000
Total Medical Transportation	4,000	4,000	4,000	4,000
Department Totals	144,351	142,835	150,659	150,659

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Veteran's Agent	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Salaries/Wages	9,532	9,651	9,844	9,844
Total Salaries	9,532	9,651	9,844	9,844
Purchase of Services				
Training	250	250	250	250
American Legion	1,600	1,600	1,600	1,600
Memorial/Veteran's Day	3,000	3,200	3,200	3,200
Total Purchase of Services	4,850	5,050	5,050	5,050
Supplies				
Office Supplies	175	575	575	575
Veterans Software	400	0	0	0
Total Supplies	575	575	575	575
Veteran's Benefits				
Veteran's Benefits	50,000	51,500	55,000	55,000
Total Veteran's Benefits	50,000	51,500	55,000	55,000
Other Charges				
In-State Travel	400	400	400	400
Dues	100	100	100	100
Total Other Charges	500	500	500	500
Department Totals	65,457	67,276	70,969	70,969

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Library

Salaries

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Department Head Salary	85,052	86,115	87,837	87,837
Salaries/Wages	289,357	300,264	313,820	313,820
Longevity	1,400	1,550	1,100	1,100
Total Salaries	375,809	387,929	402,757	402,757

Purchase of Services

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Registration	850	850	850	850
Charter Services	1,260	0	0	0
C/W Mars	16,107	15,707	15,672	15,672
Copier/Printer Software C/W Mars	3,150	3,150	3,150	3,150
Total Purchase of Services	21,367	19,707	19,672	19,672

Supplies

Office Supplies	3,500	3,600	3,600	3,600
Library Materials 19% (.2345679)	98,345	100,000	105,000	105,000
Total Supplies	101,845	103,600	108,600	108,600

Other Charges

Memberships	450	450	450	450
Mileage Reimbursement	1,200	950	950	950
Travel	1,000	1,000	1,000	1,000
Total Other Charges	2,650	2,400	2,400	2,400
Department Totals	501,671	513,636	533,429	533,429

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Recreation				
Salaries				
Salaries/Wages - Summer Rec	29,704	31,457	33,114	33,114
Recreation Director	40,924	49,055	59,330	59,330
Longevity	0	0	0	0
Total Salaries	70,628	80,512	92,444	92,444
Purchase of Services				
Christmas Santa	150	175	175	175
Concert Signs	540	540	540	540
Advertisements	300	500	500	500
Conference Registration	240	240	240	240
Printing-Concert Flyers	331	379	379	379
Plumbing-Rec. Area	500	500	650	650
Trash Dumpster	562	0	0	0
Porta-Potty	3,400	4,565	4,565	4,565
Cedar Lake Testing	1,400	1,400	1,400	1,400
CPR Training Class	600	600	600	600
Lawn Care Program	3,180	3,180	3,458	3,458
Team Sports	7,500	7,500	7,500	7,500
Total Purchase of Services	18,703	19,579	20,007	20,007
Supplies				
Seed & Loam	950	950	950	950
Stone Dust	250	250	250	250
Paint/Hardware	250	250	250	250
Letterhead/Envelopes	100	100	100	100
Office Supplies	350	350	350	350
Trash Bags	150	150	150	150
Skating Rink Liner	230	230	250	250
AED Battery Pack and Pads	400	400	400	400
Benches (one time purchase)			1,505	1,505
Two Player Benches - Turner's Field				
Total Supplies	2,680	2,680	4,205	4,205
Other Charges				
Dues/Memberships	110	110	110	110
Mileage Reimbursement	100	100	100	100
Total Other Charges	210	210	210	210
Department Totals	92,221	102,981	116,866	116,866

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Trails Committee	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Total Salaries	0	0	0	0
Purchase of Services				
Registration	300	110	0	0
Total Purchase of Services	300	110	0	0
Supplies				
Total Supplies	0	0	0	0
Other Charges				
Mileage Reimbursement	100	100	0	0
Total Other Charges	100	100	0	0
Department Totals	400	210	0	0

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Historical Commission	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Salaries				
Total Salaries	0	0	0	0
Purchase of Services				
Consulting	800	300	300	300
Public Notices		400	400	400
Conference Registration		500	500	500
Printing		550	550	550
Total Purchase of Services	800	1,750	1,750	1,750
Supplies				
Supplies	200	100	100	100
Total Supplies	200	100	100	100
Other Charges				
Mileage Reimbursement	200	200	200	200
Total Other Charges	200	200	200	200
Department Totals	1,200	2,050	2,050	2,050

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Debt Service				
	0	0	0	0
Principal				
Town Hall/Center Office	175,000	170,000	170,000	170,000
Burgess School Project	918,000	915,000	915,000	915,000
Total Principal	1,093,000	1,085,000	1,085,000	1,085,000
Interest				
Short Term Interest	10,000	5,000	5,000	5,000
Town Hall/Center Office	60,203	53,303	52,214	52,214
Burgess School Project	341,639	310,966	279,229	279,229
Total Interest	411,842	369,269	336,443	336,443
	0	0	0	0
Department Totals	1,504,842	1,454,269	1,421,443	1,421,443

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

Unclassified	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
	0	0	0	0
Group Insurance	1,804,000	1,820,000	1,820,000	1,820,000
Unemployment	25,000	25,000	25,000	25,000
Worcester Regional Retirement	1,371,067	1,501,694	1,674,824	1,674,824
Medicare Tax	236,768	241,000	255,000	255,000
Street Lights	60,000	60,000	60,000	60,000
Legal Fees	15,000	10,000	10,000	10,000
Tax Title	7,500	5,000	5,000	5,000
Town Report	3,000	3,000	3,000	3,000
Insurance Blanket	363,000	392,000	397,000	397,000
Reserve Fund	155,000	163,000	169,000	169,000
Town Audit	30,000	31,000	31,000	31,000
School Audit (Every 3 Years)	0	4,000	0	0
OPEB Study	7,500	1,000	7,500	7,500
Energy Consulting	4,000	4,000	4,000	4,000
Insurance Deductibles	5,000	5,000	5,000	5,000
Student Activity Account Audit	0	0	0	0
Future Wage Obligations		100,000	0	0
Engineering/Professional Services			20,000	20,000
Total Unclassified	4,086,835	4,365,694	4,486,324	4,486,324
	0	0	0	0
	0	0	0	0
Department Totals	4,086,835	4,365,694	4,486,324	4,486,324

FISCAL YEAR 2022 BUDGET RECOMMENDATIONS

	Fiscal Year 2020	Fiscal Year 2021	Department Requested FY2022	Administrator Recommended FY2022
Central Purchasing				
	0	0	0	0
Telephone	35,000	35,000	35,000	35,000
Postage	21,000	21,000	21,000	21,000
Gasoline	150,000	150,000	150,000	150,000
Water/Sewer	11,000	12,000	12,000	12,000
Copiers	6,100	6,100	6,100	6,100
Slate Roof Maint Plan (every other year)	10,000	0	7,000	7,000
Fleet Vehicles	1,500	1,500	0	0
Window Cleaning (every other year)	3,100	0	6,000	6,000
E-Z Pass	1,200	1,200	1,200	1,200
Electricity Town Buildings	100,000	80,000	80,000	80,000
Trash & Recycling Services		9,200	7,000	7,000
Fire Extinguishers		3,000	3,000	3,000
Total Central Purchasing	338,900	319,000	328,300	328,300
	0	0	0	0
	0	0	0	0
Department Totals	338,900	319,000	328,300	328,300

Five-Year Forecast

**FIVE-YEAR FINANCIAL FORECAST
EXECUTIVE SUMMARY
FY22-FY26**

Purpose

The following spreadsheets are meant to be a forecasting tool to be used by the Board of Selectmen and Finance Committee to review trends and determine the effects of decisions that are made. Financial forecasting is not an exact science, especially in the municipal environment where revenues are dependent upon multiple sources including those outside of local control. It cannot predict economic downturns and/or major state aid reductions or increases beyond what can be estimated based on past trends.

These spreadsheets are a useful single point of reference for the Town's recent past, and anticipated short-term future, financial environment.

Method

The spreadsheets contain actual data that was collected over the past five years, the proposed budget for the upcoming fiscal year, and general trends ascribed through the experience of the Finance Director and Town Administrator for the ensuing five fiscal years.

Revenue Projections

The revenue projections include an increase in the levy limit of \$647,591 and a new growth estimate of \$200,000.

Local revenues are estimated to increase minimally this year, approx. \$6,089. Due to the uncertainty of the economic recovery from COVID-19, revenue numbers remain reflective of the effects that COVID has had on the economy and specifically the town. Room occupancy tax, meals tax and excise tax remain very conservatively budgeted. Additionally, interest rates have dropped to levels even lower than initially thought when the FY21 budget was finalized.

Revenue projections at this time reflect an increase to State Aid of \$66,768 based on the Governor's Budget. This is attributable to an increase for Unrestricted General Aid (\$28,794) and Chapter 70 (\$24,120). These numbers will be updated throughout the budget process as we receive additional information from the State.

The budget as presented uses \$858,527 of Free Cash to balance the budget with \$0.00 available in excess levy capacity. This Free Cash contribution is expected to be reduced with American Rescue Plan Funds (ARPA) when guidance from the Treasury Department becomes available.

Expenditures

As stated above, the expenditure forecast spreadsheets are based on trend analysis, historic trends for spending from the various town departments, known increases/decreases in fixed costs such as debt service and insurance costs and inflationary estimates where appropriate. The budget as presented reflects an increase of \$1,150,790 over FY21 or 3.3%.

Conclusion

Over the past several years the town's excess levy capacity has decreased as budgets have been growing at a rate greater than the annual increases to the levy limit and annual increases to local and state revenues. Excess levy capacity in FY19 was \$534,163, in FY20 \$118,509 and in FY21 both Free Cash and Stabilization funds were used to balance the budget and maintain a stable tax rate with no excess levy capacity. As previously stated, use of Free Cash was necessary in this year's budget proposal to again balance the budget.

This year's budget does not reflect any of the anticipated funds that the town will receive from excise on marijuana sales or community impact fees. These amounts are unknown at this time but any amounts received during FY21 and FY22 will be a local receipt to the general fund and will ultimately close out to Free Cash at the end of the fiscal year.

The Town remains in a strong financial position due to our conservative budgeting approach. Continuation of these efforts will allow us to rebuild reserves in the coming years. Continuation of this approach to budgeting is necessary in order to maintain the Town's AA+ bond rating.

The strong reserves that the Town has built over the years have allowed us to continue to deliver the services that the residents and taxpayers expect from the Town. If not for these strong reserves the budget picture for both last year and this year would be quite different. The pandemic is a good example as to why a community should maintain reserves.

Budget Analysis of Revenue vs. Expenditures

FY21 Levy Limit 25,903,627.00

2.50% 647,591

New Growth 200,000.00 Estimated

Debt Exclusion - Town Hall Project 222,214.00

Debt Exclusion - Burgess 1,194,229.00

Total: 28,167,661.00

Local Receipts 3,600,519.00

State Receipts 4,992,280.00

Adjusted Total: 36,760,460.00

Total Revenues: 36,760,460.00

*Ambulance Stabilization Fund \$30,000.00

*OPEB Funding \$100,000.00

*Revaluation \$10,000.00

*Town Roads \$150,000.00

*Capital Stabilization \$177,000.00

*Fire Vehicle Stabilization Fund \$50,000.00

*TOTAL \$517,000.00

**Amount of Federal Stimulus Funds to be used to balance the budget will be determined once guidance from the Treasury Department is issued.

Expenses:

Budget: 36,399,178.00 Est.

Cherry Sheet Offsets 472,809.00 Est.

Snow/Ice Deficit 0.00 Free Cash

Overlay Deficit 0.00 Est.

Overlay 230,000.00 Est.

Under. Est. Assess. 0.00

Warrant Articles 517,000.00 *

Total: \$37,618,987.00

Budget Deficit -\$858,527.00

Use of Federal Stimulus Funds TBD **

Use of Free Cash \$858,527.00

Excess Levy Capacity \$0

<u>ORG</u>	<u>OBI LINE</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>
LOCAL RECEIPTS:											
Motor Vehicle Excise:											
10415	41500 MOTOR VEHICLE EXCISE	1,460,737	1,492,440	1,450,243	1,356,611	1,342,568	1,342,000	1,355,420	1,368,974	1,382,664	1,396,491
Other Excise:											
10416	41600 BOAT EXCISE	3,035	3,002	3,258	3,497	3,000	3,000	3,000	3,000	3,000	3,000
10416	41610 TRAILER EXCISE	29,784	36,612	34,864	31,344	31,000	31,000	31,000	31,000	31,000	31,000
10419	41900 HOTEL/MOTEL ROOM TAX	678,521	674,436	730,963	635,549	400,000	400,000	650,000	663,000	676,260	689,785
10460	46646 MEALS TAX	457,240	464,677	481,991	453,782	300,000	331,000	450,000	459,000	468,180	477,544
Penalties/Interest on Taxes/Excises:											
10417	41700 INT ON REAL/PERS.	54,016	37,343	36,620	23,892	35,000	35,000	35,000	35,000	35,000	35,000
10417	41710 INT ON MV	35,407	40,815	37,042	20,517	35,000	35,000	35,000	35,000	35,000	35,000
10417	41720 INT ON TAX TITLE	14,466	46,031	123,136	82,138	50,000	50,000	50,000	50,000	50,000	50,000
10417	41740 INT ON BOAT	264	171	283	114	240	125	125	125	125	125
Payment in Lieu of Taxes:											
10418	41800 P.L.L.O.T.	21,140	21,660	27,463	39,101	25,313	40,085	40,586	41,093	41,607	42,127
Other Charges for Services:											
10420	42000 AMBULANCE	517,301	515,747	585,101	541,651	541,000	541,000	545,000	545,000	545,000	545,000
Fees:											
10427	42710 TOWN HALL COPY RCPTS	1,134	1,035	1,115	1,111	1,000	1,000	1,000	1,000	1,000	1,000
10427	42720 TOWN CLERK - MISC	18,340	20,533	27,375	19,575	20,000	20,000	20,000	20,000	20,000	20,000
10427	42740 POLICE - RECORDS REQUEST	2,539	2,131	456	1,025	-	-	-	-	-	-
10427	43200 COLLECTOR'S FEES	11,777	11,705	11,102	13,198	11,000	13,000	11,000	11,000	11,000	11,000
10427	43210 SITE PLAN REVIEW	19,125	8,812	2,640	14,188	5,000	5,000	5,000	5,000	5,000	5,000
10427	43220 ZBA CHARGES	1,050	1,650	925	872	1,000	1,000	1,000	1,000	1,000	1,000
10427	43260 REGISTRY MARKINGS	9,200	9,100	10,270	8,390	8,000	8,000	8,000	8,000	8,000	8,000
10427	43280 INS. REQUEST - FD	130	70	40	35	-	-	-	-	-	-
10427	43270 LOCAL WETLAND FILING FEE	3,045	4,769	2,958	2,490	2,000	2,000	2,000	2,000	2,000	2,000
Departmental Revenue - Libraries:											
10477	47710 LIBRARY FINES	2,805	1,238	751	308	-	-	-	-	-	-
10427	42705 LIBRARY FAX/COPIER	1,039	896	2,207	1,335	1,000	1,000	1,000	1,000	1,000	1,000
Departmental Revenues - Cemeteries:											
10424	42300 GRAVE OPENINGS/PUR.	4,472	9,980	4,803	7,271	4,000	4,000	4,000	4,000	4,000	4,000
Other Departmental Revenues:											
10427	42730 BD OF HEALTH - SEPTIC	11,720	8,570	14,740	17,045	7,500	7,500	7,500	7,500	7,500	7,500
10468	46810 MEDICAID REIMBURSEMENT	157,785	155,898	110,617	89,007	80,000	80,000	90,000	90,000	90,000	90,000
Licenses/Permits:											
10441	44100 ALCOHOL LICENSES	56,700	62,025	51,275	53,390	50,000	54,000	54,000	54,000	54,000	54,000
10442	44200 OTHER LICENSES	9,355	8,380	6,950	7,349	7,000	7,000	7,000	7,000	7,000	7,000
10442	44510 BUILDING PERMITS	177,726	105,728	124,448	123,469	99,500	105,000	105,000	105,000	105,000	105,000
10442	44515 PLUMBING PERMITS	32,355	28,368	31,165	25,925	25,000	26,000	26,000	26,000	26,000	26,000
10442	44520 B.O.H. PERMITS	41,235	43,510	38,040	36,185	36,000	36,000	36,000	36,000	36,000	36,000
10442	44530 FIRE DEPT PERMITS	8,715	7,785	10,092	9,696	5,000	5,000	5,000	5,000	5,000	5,000
10442	44535 FIRE INSPECTIONS	12,475	11,575	10,760	8,250	7,000	7,000	7,000	7,000	7,000	7,000
10442	44540 POLICE DEPT PERMITS	5,213	5,525	6,950	5,800	4,000	4,000	4,000	4,000	4,000	4,000
10442	44550 DRIVEWAY PERMITS	500	650	450	1,050	500	500	500	500	500	500
10442	44300 TRANSIENT VENDORS	3,470	4,350	4,330	1,740	1,500	1,500	3,500	3,500	3,500	3,500

<u>ORG</u>	<u>OBI LINE</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>
10427	43100 DOG LICENSES	14,122	14,892	13,766	13,266	13,000	13,000	13,000	13,000	13,000	13,000
10442	44505 ELECTRICAL PERMITS	51,841	27,108	35,370	33,739	27,000	27,000	27,000	27,000	27,000	27,000
Fines and Forefeits:											
10468	46800 COURT FINES	191,363	154,323	166,752	128,176	125,000	100,000	125,000	125,000	125,000	125,000
10477	47720 DOG FINES	4,380	2,525	2,480	1,205	1,000	1,500	1,500	1,500	1,500	1,500
10427	42745 POLICE FALSE ALARM FINES	4,300	3,600	3,900	1,625	1,500	1,500	1,500	1,500	1,500	1,500
10477	47740 PARKING FINES	450	205	895	230	200	200	200	200	200	200
10477	47760 NON-CRIMINAL DISPOSITIONS	2,906	1,805	1,500	705	500	500	500	500	500	500
Investment Income:											
10480	48200 EARNINGS ON INVEST.	48,922	81,148	195,106	198,900	90,000	65,000	100,000	110,000	120,000	130,000
Miscellaneous Recurring:											
10427	43700 POLICE - 10% ADMIN FEE	24,940	17,177	21,733	21,454	15,000	15,000	15,000	15,000	15,000	15,000
10427	43272 UNION 61 REIMBURSEMENT	97,901	116,567	120,980	128,175	100,000	100,000	100,000	100,000	100,000	100,000
10460	46645 THAMES RIVER FLOOD	-	22,218	-	11,109	11,109	11,109	11,109	11,109	11,109	11,109
10477	47790 ABANDONED VEHICLES	2,100	2,750	2,270	2,000	-	-	-	-	-	-
10480	49510 CABLE PAYROLL DEDUCTIONS	16,000	13,433	19,283	30,034	15,000	15,000	15,000	15,000	15,000	15,000
10414	41729 MOUNTAINBROOK BETTERMENT	88,227	27,944	33,644	20,194	10,000	7,500	7,500	7,500	7,500	7,500
10414	49151 CARON & VALLEY BETTERMENT	13,886	23,935	12,178	11,997	8,000	8,500	8,500	8,500	8,500	8,500
10427	43273 CAFETERIA REIMBURSEMENT	15,000	2,553	-	-	-	-	-	-	-	-
Miscellaneous Non-Recurring:											
10480	48400 MISC REVENUES	37,038	155,956	257,748	309,642	38,000	38,000	38,000	38,000	38,000	38,000
10419	41910 FOREST PRODUCTS TAX	2,087	-	-	-	-	-	-	-	-	-
10412	41210 ROLL BACK TAXES	2,284	35,445	3,498	-	-	-	-	-	-	-
10480	48600 SALE OF SURPLUS EQUIP.	-	-	2,929	-	-	-	-	-	-	-
10480	48000 SALE OF FORECLOSED PROPERTY	461,527	-	-	-	-	-	-	-	-	-
TOTAL LOCAL RECEIPTS:		4,943,089	4,550,801	4,879,455	4,549,351	3,594,430	3,600,519	4,057,440	4,103,501	4,150,145	4,197,380

<u>ORG</u>	<u>OBI LINE</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>
STATE FUNDING:											
10460	46100 STATE OWNED LAND	133,954	133,827	133,827	143,347	147,076	147,985	147,076	147,076	147,076	147,076
10460	46110 EXEMPTIONS	23,930	29,088	25,413	-	32,103	34,576	30,000	30,000	30,000	30,000
10460	46120 ELDERLY	8,032	8,032	7,028	6,526	-	-	-	-	-	-
10460	46200 CHAPTER 70	3,769,084	3,795,214	3,821,314	3,848,141	3,846,634	3,870,754	3,909,462	3,948,556	3,988,042	4,027,922
10460	46610 VETS BENEFITS	40,855	19,848	21,489	37,234	30,779	34,943	30,000	30,000	30,000	30,000
10460	46620 UNRESTRICTED GENERAL AID	744,926	773,978	801,067	822,696	822,696	851,490	860,005	868,605	877,291	886,064
10460	46625 CHARTER SCHOOL REIM.	-	128,534	11,073	11,455	46,224	52,532	25,000	25,000	25,000	25,000
TOTAL STATE RECEIPTS		4,720,781	4,888,521	4,821,211	4,869,399	4,925,512	4,992,280	5,001,542	5,049,237	5,097,409	5,146,062
TOTAL LOCAL RECEIPTS		4,943,089	4,550,801	4,879,455	4,549,351	3,594,430	3,600,519	4,057,440	4,103,501	4,150,145	4,197,380
TOTAL RECEIPTS		9,663,870	9,439,322	9,700,666	9,418,750	8,519,942	8,592,799	9,058,982	9,152,738	9,247,554	9,343,442

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BOARD OF SELECTMEN											
11222-52000	PURCHASE OF SERVICES	37	1,250	1,264	903	2,200	2,200	2,200	2,200	2,200	2,200
11222-57000	OTHER CHARGES	312	355	630	1,403	1,400	1,400	1,400	1,400	1,400	1,400
	TOTAL SELECTMEN:	349	1,605	1,894	2,306	3,600	3,600	3,600	3,600	3,600	3,600
TOWN ADMINISTRATOR											
11231-51120	DEPT. HEAD SALARY	135,960	140,039	137,938	150,000	150,000	153,000	157,590	162,318	167,187	172,203
11231-51130	SALARIES/WAGES	43,794	32,961	31,099	33,060	38,967	42,574	44,703	46,938	49,285	51,749
11232-51170	MERIT BASED INCENTIVE	18,170	18,763	17,289	27,187	26,602	27,211	28,027	28,868	29,734	30,626
11232-52000	PURCHASE OF SERVICES	9,527	6,500	16,334	14,147	19,500	19,000	20,000	20,000	21,000	21,000
11232-54000	SUPPLIES	2,700	2,688	1,121	2,419	2,850	3,150	3,200	3,250	3,300	3,350
11232-57000	OTHER CHARGES	5,618	6,502	3,040	6,411	6,000	6,500	8,400	8,400	8,400	8,400
11232-58000	MATCHING GRANT FUNDS	4,000	4,074	6,834	4,000	5,000	5,000	5,000	5,000	5,000	5,000
	TOTAL ADMINISTRATOR:	219,769	211,528	213,655	237,224	248,919	256,435	266,920	274,774	283,906	292,328
FINANCE COMMITTEE											
11311-51130	SALARIES/WAGES	357	869	1,469	1,752	3,688	3,873	4,067	4,270	4,483	4,708
11312-52000	PURCHASE OF SERVICES	2,699	1,728	2,350	1,936	3,400	3,200	3,500	3,500	3,500	3,500
11312-57000	OTHER CHARGES	176	180	180	180	200	200	225	225	225	225
	TOTAL FINCOM:	3,232	2,777	3,999	3,868	7,288	7,273	7,792	7,995	8,208	8,433
TOWN ACCOUNTANT											
11351-51120	DEPT. HEAD SALARY	64,925	68,496	71,683	77,260	81,695	86,029	88,610	91,268	94,006	96,826
11351-51130	SALARIES/WAGES	12,236	12,492	14,372	15,588	15,884	16,758	17,596	18,476	18,476	19,399
11351-51150	LONGEVITY	0	0	0	150	150	150	150	150	300	300
11352-52000	PURCHASE OF SERVICES	885	290	2,790	0	2,900	2,900	2,900	500	500	500
11352-54000	SUPPLIES	63	875	466	294	675	700	700	700	700	700
11352-57000	OTHER CHARGES	50	50	50	50	225	50	325	325	325	325
	TOTAL ACCOUNTANT:	78,159	82,203	89,361	93,342	101,529	106,587	110,281	111,419	114,307	118,051
BOARD OF ASSESSORS											
11411-51120	DEPT. HEAD SALARY	67,257	69,935	75,010	80,687	85,169	91,114	93,847	96,663	99,563	102,550
11411-51130	SALARIES/WAGES	27,764	28,433	28,405	30,513	31,200	32,621	34,252	35,965	37,763	39,651
11411-51150	LONGEVITY	0	0	0	250	250	250	250	250	475	475
11412-52000	PURCHASE OF SERVICES	26,970	29,148	27,247	21,254	29,070	30,751	32,000	34,000	36,000	38,000
11412-54000	SUPPLIES	1,153	1,217	804	1,104	1,700	1,700	1,800	1,800	1,800	1,800
11412-57000	OTHER CHARGES	692	924	915	526	1,190	1,340	1,400	1,400	1,400	1,400
	TOTAL ASSESSORS:	123,836	129,656	132,381	134,334	148,579	157,776	163,549	170,077	177,001	183,876
FINANCE DIRECTOR											
11451-51120	DEPT. HEAD SALARY	94,823	99,438	105,514	110,755	112,139	114,382	117,813	121,348	124,988	128,738
11451-51130	SALARIES/WAGES	109,864	114,559	121,402	116,162	116,631	125,823	132,114	138,720	145,656	152,939
11451-51170	CERTIFICATION STIPEND	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000

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11451-51150	LONGEVITY	0	1,400	950	1,400	950	1,100	1,400	1,400	1,400	1,400
11452-52000	PURCHASE OF SERVICES	8,870	4,776	5,687	4,898	26,960	27,150	28,000	28,000	28,000	28,000
11452-54000	SUPPLIES	6,285	6,310	6,655	6,887	7,375	4,775	5,000	5,000	5,000	5,000
11452-57000	OTHER CHARGES	1,357	643	1,011	529	1,375	1,575	1,600	1,600	1,600	1,600
	TOTAL FINANCE DIRECTOR:	222,199	228,127	242,219	241,631	266,430	275,805	286,928	297,068	307,644	318,677
TOWN COUNSEL											
11512-52000	TOWN COUNSEL	100,452	126,717	79,032	88,218	100,000	110,000	110,000	115,000	115,000	120,000
	TOTAL TOWN COUNSEL:	100,452	126,717	79,032	88,218	100,000	110,000	110,000	115,000	115,000	120,000
INFORMATION TECHNOLOGY											
11552-51130	DEPARTMENT HEAD SALARIES	0	0	44,558	62,301	66,303	71,236	73,373	75,574	77,842	80,177
11552-52000	PURCHASE OF SERVICES	99,553	80,850	68,850	75,921	72,995	111,524	114,870	118,316	121,865	125,521
11552-54000	SUPPLIES	3,526	821	5,372	4,583	5,000	5,000	5,150	5,305	5,464	5,628
11552-58050	CAPITAL OUTLAY	34,176	54,986	36,936	40,965	42,876	16,700	25,000	26,000	27,000	28,000
	TOTAL IT:	137,255	136,656	155,716	183,770	187,174	204,460	218,393	225,195	232,170	239,326
TOWN CLERK											
11611-51120	DEPT. HEAD SALARY	56,267	60,564	62,744	67,717	70,000	75,540	77,806	80,140	82,545	85,021
11611-51130	SALARIES/WAGES	27,151	32,766	32,238	32,629	37,801	40,414	42,435	44,556	46,784	49,123
11611-51170	CERTIFICATION STIPEND	97	0	0	0	0	1,000	1,000	1,000	1,000	1,000
11612-52000	PURCHASE OF SERVICES	843	669	584	499	1,973	1,580	850	850	850	850
11612-54000	SUPPLIES	1,380	1,400	2,434	1,525	1,400	1,400	1,575	1,575	1,575	1,575
11612-57000	OTHER CHARGES	898	603	839	301	1,500	1,500	1,200	1,200	1,200	1,200
	TOTAL TOWN CLERK:	86,636	96,003	98,839	102,671	112,674	121,434	124,866	129,322	133,954	138,769
ELECTIONS/REG.											
11621-51100	BOARD SALARIES	300	300	300	300	300	350	350	350	350	350
11621-51130	SALARIES/WAGES	11,874	3,791	10,272	8,260	15,100	15,560	16,000	16,500	17,000	17,500
11622-52000	PURCHASE OF SERVICES	12,112	6,252	10,384	8,176	15,350	11,325	15,000	15,000	15,000	15,000
11622-54000	SUPPLIES	1,891	1,084	1,782	3,808	2,781	2,742	3,000	3,000	3,000	3,000
	TOTAL ELECTIONS:	26,177	11,426	22,738	20,544	33,531	29,977	34,350	34,850	35,350	35,850
CONSERVATION COMMISSION											
11711-51120	DEPT. HEAD SALARY	49,489	53,672	55,040	60,128	64,349	71,204	73,340	75,540	77,807	80,141
11711-51130	SALARIES/WAGES	16,548	17,568	13,981	19,546	21,868	29,465	30,938	32,485	34,109	35,815
11712-52000	PURCHASE OF SERVICES	11,200	6,588	4,907	5,216	11,068	6,068	6,200	6,200	6,200	6,200
11712-54000	SUPPLIES	2,029	941	1,498	760	1,650	1,650	1,700	1,700	1,700	1,700
11712-57000	OTHER CHARGES	387	335	440	642	667	667	680	680	680	680
	TOTAL CONCOM:	79,653	79,104	75,866	86,292	99,602	109,054	112,858	116,605	120,496	124,536
TOWN PLANNER											
11751-51120	DEPT. HEAD SALARY	76,382	84,447	89,421	95,053	99,226	101,211	104,247	107,375	110,596	113,914
11751-51130	SALARIES/WAGES	33,067	33,431	28,269	35,675	36,632	38,952	40,900	42,945	45,092	47,346

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11751-51150	LONGEVITY	0	475	300	300	300	450	450	450	450	450
11752-52000	PURCHASE OF SERVICES	34,915	34,737	31,817	36,308	39,145	39,145	41,500	41,500	41,500	41,500
11752-54000	SUPPLIES	2,451	3,400	1,953	1,065	3,750	3,750	3,800	3,850	3,850	3,850
11752-56000	REGIONAL DISTRICT ASSESS.	2,465	2,526	2,590	2,655	2,721	2,789	2,859	2,930	3,003	3,079
11752-57000	OTHER CHARGES	796	649	291	1,264	1,225	1,270	1,350	1,400	1,450	1,500
	TOTAL PLANNING:	150,076	159,665	154,641	172,320	182,999	187,567	195,106	200,450	205,941	211,639
ZONING BOARD OF APPEALS											
11762-52000	PURCHASE OF SERVICES	140	75	0	147	500	500	500	500	500	500
11762-54000	SUPPLIES	292	350	215	0	0	0	0	0	0	0
11762-57000	OTHER CHARGES	0	0	0	0	90	90	90	90	90	90
	TOTAL ZBA:	432	425	215	147	590	590	590	590	590	590
ECONOMIC DEVELOPMENT											
11771-51130	SALARIES/ WAGES	0	0	0	16,444	19,868	29,665	30,555	31,472	32,416	33,388
11772-52000	PURCHASE OF SERVICES	0	125	49	75	150	150	250	250	250	250
11772-54000	SUPPLIES	959	1,086	560	335	1,000	1,700	1,700	1,800	1,800	1,800
11772-57000	OTHER CHARGES	39	129	105	20	150	900	900	1,000	1,000	1,000
	TOTAL ECONOMIC DEV:	998	1,340	714	16,874	21,168	32,415	33,405	34,522	35,466	36,438
FACILITIES											
11911-51120	DEPERTMENT HEAD SALARIES	0	0	0	58,302	67,762	71,204	73,340	75,540	77,807	80,141
11911-51120	SALARIES/ WAGES	38,561	49,497	55,577	39,633	49,655	57,875	60,769	63,807	66,998	70,347
11911-52000	PURCHASE OF SERVICES	0	196	0	950	850	5,160	1,000	1,000	1,000	1,000
11912-54000	SUPPLIES	981	113	534	1,317	4,100	6,400	1,500	1,500	1,500	1,500
11912-57000	OTHER CHARGES	0	0	0	38	800	990	1,000	1,000	1,000	1,000
	TOTAL FACILITIES:	39,542	49,806	56,111	100,240	123,167	141,629	137,609	142,848	148,304	153,988
TOWN HALL											
11932-52000	PURCHASE OF SERVICES	41,240	45,721	35,009	35,741	45,813	37,970	40,000	41,000	42,000	43,000
11932-54000	SUPPLIES	1,701	1,309	2,343	2,218	2,500	0	0	0	0	0
	TOTAL TOWN HALL:	42,941	47,030	37,352	37,959	48,313	37,970	40,000	41,000	42,000	43,000
CENTER OFFICE BUILDING											
11942-52000	PURCHASE OF SERVICES	31,397	24,300	20,434	29,762	36,142	32,980	34,000	35,000	36,000	37,000
11942-54000	SUPPLIES	836	775	1,067	1,113	5,700	0	0	0	0	0
	TOTAL CENTER OFFICE:	32,233	25,075	21,501	30,875	41,842	32,980	34,000	35,000	36,000	37,000
SENIOR CENTER BUILDING											
11952-52000	PURCHASE OF SERVICES	19,916	19,273	17,020	24,891	25,410	24,910	25,700	26,700	27,700	28,700
11952-54000	SUPPLIES	1,652	1,700	2,123	1,913	2,500	0	0	0	0	0
	TOTAL SENIOR CENTER:	21,568	20,973	19,143	26,804	27,910	24,910	25,700	26,700	27,700	28,700

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LIBRARY BUILDING											
11962-52000	PURCHASE OF SERVICES	30,159	31,449	20,199	21,815	21,680	23,270	25,000	25,500	26,000	26,500
11962-54000	SUPPLIES	1,296	1,547	1,550	1,076	1,650	1,650	1,700	1,750	1,750	1,750
	TOTAL LIBRARY:	31,455	32,996	21,749	22,891	23,330	24,920	26,700	27,250	27,750	28,250
SAFETY COMPLEX											
11972-52000	PURCHASE OF SERVICES	120,140	99,345	87,667	78,770	76,895	74,853	77,000	79,000	81,000	83,000
11972-54000	SUPPLIES	13,442	7,862	9,252	7,305	9,500	14,000	15,000	15,500	16,000	16,500
	TOTAL SAFETY COMPLEX:	133,582	107,207	96,919	86,075	86,395	88,853	92,000	94,500	97,000	99,500
NURSERY SCHOOL											
11982-52000	PURCHASE OF SERVICES	1,175	1,000	1,295	1,012	3,700	3,580	3,700	3,750	3,800	3,850
11982-54000	SUPPLIES	0	0	0	0	0	0	0	0	0	0
	TOTAL NURSERY SCHOOL:	1,175	1,000	1,295	1,012	3,700	3,580	3,700	3,750	3,800	3,850
8 BROOKFIELD ROAD											
11985-52000	PURCHASE OF SERVICES	133	2,907	0	0	900	0	0	0	0	0
11985-54000	SUPPLIES	0	0	0	0	0	0	0	0	0	0
	TOTAL 8 BROOKFIELD ROAD:	133	2,907	0	0	900	0	0	0	0	0
POLICE											
12101-51120	DEPT. HEAD SALARY	120,868	124,494	142,488	126,742	125,000	145,656	150,026	154,526	159,162	163,937
12101-51130	SALARIES/WAGES	1,690,589	1,702,360	1,858,473	2,031,919	2,292,216	2,342,934	2,413,222	2,485,619	2,560,187	2,636,993
12101-51150	LONGEVITY	0	6,950	7,800	7,100	8,200	7,500	8,400	8,600	8,600	8,600
12101-51170	STIPEND EMERGENCY MGMT	6,000	6,000	0	5,267	0	6,000	6,000	6,000	6,000	6,000
12101-51300	OVERTIME	339,700	404,648	441,768	413,484	464,728	460,781	474,604	488,843	503,508	518,613
12102-52000	PURCHASE OF SERVICES	65,202	54,722	64,331	71,514	94,941	96,060	99,000	101,000	103,000	105,000
12102-54000	SUPPLIES	52,364	51,287	46,698	76,124	65,012	65,850	67,000	68,000	69,000	70,000
12102-57000	OTHER CHARGES	4,949	5,665	5,702	5,866	10,257	10,257	11,000	11,000	11,000	11,000
12102-58050	CAPITAL OUTLAY	87,299	102,335	104,440	109,755	61,800	121,700	125,000	125,000	125,000	125,000
	TOTAL POLICE:	2,366,971	2,458,462	2,671,700	2,847,771	3,122,154	3,256,738	3,354,252	3,448,588	3,545,457	3,645,143
FIRE DEPARTMENT											
12201-51120	DEPT. HEAD SALARY	100,424	107,100	110,313	113,070	114,483	116,773	120,276	123,884	127,601	131,429
12201-51130	SALARIES/WAGES	807,140	772,640	867,478	940,143	1,188,061	1,220,960	1,257,589	1,295,316	1,334,176	1,374,201
12201-51300	OVERTIME	162,510	193,071	167,094	176,588	254,952	242,274	249,542	257,028	264,739	272,682
12201-51150	LONGEVITY	0	2,150	1,650	1,550	2,050	2,250	2,400	2,400	2,400	2,400
12202-52000	PURCHASE OF SERVICES	72,005	89,724	92,725	101,199	115,424	106,562	108,000	110,000	112,000	114,000
12202-54000	SUPPLIES	53,325	80,827	75,385	73,946	75,800	76,500	78,000	79,000	80,000	81,000
12202-57000	OTHER CHARGES	5,950	2,772	2,655	2,830	6,900	4,600	5,000	5,000	5,000	5,000
	TOTAL FIRE DEPT:	1,201,354	1,248,283	1,317,300	1,409,326	1,757,670	1,769,919	1,820,807	1,872,629	1,925,916	1,980,712

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BUILDING INSPECTOR											
12411-51120	DEPT. HEAD SALARY	57,150	73,764	76,894	81,404	85,643	91,114	93,847	96,663	99,563	102,550
12411-51130	SALARIES/WAGES	24,038	35,217	36,819	39,481	40,323	43,115	45,271	47,534	49,911	52,407
12411-51150	LONGEVITY	0	0	0	150	300	300	300	300	300	450
12412-52000	PURCHASE OF SERVICES	395	300	105	25	1,620	1,620	1,700	1,700	1,700	1,700
12412-54000	SUPPLIES	2,192	1,039	1,494	892	1,990	3,039	3,100	3,100	3,200	3,200
12412-57000	OTHER CHARGES	232	270	210	135	700	700	725	725	725	725
	TOTAL BLDG. INSPECTOR:	84,007	110,590	115,522	122,087	130,576	139,888	144,943	150,022	155,399	161,031
SEALER											
12442-52000	PURCHASE OF SERVICES	5,300	5,300	5,300	5,300	5,350	5,350	5,350	5,350	5,350	5,350
	TOTAL SEALER:	5,300	5,300	5,300	5,300	5,350	5,350	5,350	5,350	5,350	5,350
INSPECTORS (Electric / Plumbing)											
12451-51130	SALARIES	46,760	37,960	44,250	37,150	50,000	50,000	55,000	55,000	55,000	55,000
12452-52000	PURCHASE OF SERVICES	0	0	0	0	593	593	600	600	600	600
12452-54000	SUPPLIES	0	69	0	0	341	220	250	250	250	250
12452-57000	OTHER CHARGES	2,400	2,400	2,400	2,400	2,465	2,465	2,500	2,500	2,500	2,500
	TOTAL INSPECTORS:	49,160	40,429	46,650	39,550	53,399	53,278	58,350	58,350	58,350	58,350
TREE WARDEN											
12941-51120	SALARIES/WAGES	2,500	2,575	8,139	2,251	8,787	8,963	9,232	9,509	9,794	10,088
12942-52000	PURCHASE OF SERVICES	15,193	14,077	43,483	15,932	16,956	16,956	17,295	17,641	17,994	18,354
12942-54000	SUPPLIES	496	529	529	13	675	675	675	675	675	675
12942-57000	OTHER CHARGES	1,090	927	982	602	1,185	1,185	1,185	1,185	1,185	1,185
	TOTAL TREE WARDEN:	19,279	18,108	53,133	18,798	27,603	27,779	28,387	29,010	29,648	30,302
EDUCATION											
13002-53000	BURGESS	10,710,030	11,019,494	11,297,798	12,253,714	12,047,819	12,379,567	12,750,954	13,133,483	13,527,487	13,933,312
13002-53200	TANTASQUA	6,101,598	6,563,877	6,890,586	7,080,029	7,373,098	7,708,896	7,940,163	8,178,368	8,423,719	8,676,430
13002-53210	TANTASQUA TRANS	156,168	148,829	131,083	118,577	106,405	116,504	126,000	136,000	146,000	156,000
13002-53801	CHARTER SCHOOL TRANS	0	1,955	0	0	6,000	6,000	6,000	6,000	6,000	6,000
	TOTAL EDUCATION:	16,967,796	17,734,155	18,319,467	19,452,320	19,533,322	20,210,967	20,823,117	21,453,850	22,103,206	22,771,742
DEPARTMENT OF PUBLIC WORKS											
14101-51120	DEPT. HEAD SALARY	71,709	75,137	82,054	79,326	83,275	84,940	87,488	90,113	92,816	95,601
14101-51130	SALARIES/WAGES	574,728	612,347	694,260	785,108	832,076	881,913	908,370	935,622	963,690	992,601
14101-51300	OVERTIME	7,272	8,982	12,227	13,724	14,000	14,000	15,000	15,000	17,000	17,000
14101-51150	LONGEVITY	0	2,050	2,100	1,400	1,250	750	750	750	750	750
14102-52000	PURCHASE OF SERVICES	71,041	68,492	65,532	72,140	72,010	80,750	82,000	83,000	84,000	85,000
14102-54000	SUPPLIES	68,455	75,959	80,957	90,952	94,500	96,000	98,000	98,000	100,000	100,000
14102-57000	OTHER CHARGES	1,279	1,359	1,419	2,108	6,800	6,800	6,800	7,000	7,000	7,000
	TOTAL DPW:	794,484	844,325	938,549	1,044,758	1,103,911	1,165,153	1,198,409	1,229,484	1,265,256	1,297,952

<u>LINE NO.</u>	<u>ITEM</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>
ROADS											
14212-52410	PRIVATE ROAD MAINTENANCE	5,990	6,000	5,978	4,679	6,000	6,000	6,000	6,000	6,000	6,000
	TOTAL ROADS:	5,990	6,000	5,978	4,679	6,000	6,000	6,000	6,000	6,000	6,000
SNOW & ICE											
14231-51300	OVERTIME	40,955	38,629	45,973	40,065	50,000	51,250	52,788	54,371	56,002	57,682
14232-52000	PURCHASE OF SERVICES	127,791	123,743	99,378	82,649	70,000	70,000	75,000	75,000	75,000	75,000
14232-54000	SUPPLIES	151,054	179,575	122,425	95,587	100,000	100,000	110,000	110,000	110,000	111,000
	TOTAL SNOW REMOVAL:	319,800	341,947	267,776	218,301	220,000	221,250	237,788	239,371	241,002	243,682
LANDFILL/RECYCLING CENTER											
14301-51130	SALARIES/WAGES	97,212	95,083	101,818	103,485	118,126	124,890	128,637	132,496	136,471	140,565
14301-51300	OVERTIME	0	0	0	386	1,500	1,500	1,500	1,500	1,500	1,500
	LONGEVITY	0	0	0	0	100	400	400	400	400	400
14302-52000	PURCHASE OF SERVICES	128,143	124,997	153,877	174,079	164,535	174,535	176,000	178,000	180,000	182,000
14302-54000	SUPPLIES	5,979	7,018	6,209	6,314	5,100	5,000	5,000	5,200	5,200	5,200
	TOTAL LANDFILL:	231,334	227,098	261,904	284,264	289,361	306,325	311,537	317,596	323,571	329,665
BOARD OF HEALTH											
15101-51120	DEPT. HEAD SALARY	36,096	40,097	32,928	67,588	74,757	77,771	80,104	82,507	84,982	87,532
15101-51130	SALARIES/WAGES	18,529	27,302	24,849	25,788	26,506	26,258	27,571	28,949	30,397	31,917
15102-52000	PURCHASE OF SERVICES	1,871	4,299	5,299	2,556	4,450	4,450	4,500	4,500	4,600	4,600
15102-54000	SUPPLIES	989	1,977	2,480	1,606	2,600	2,350	2,500	2,500	2,500	2,550
15102-57000	OTHER CHARGES	343	1,171	1,218	728	1,800	1,800	1,850	1,850	1,850	1,850
	TOTAL BOARD OF HEALTH:	57,828	74,845	66,774	98,266	110,113	112,629	116,525	120,307	124,329	128,449
COMMUNITY HEALTH											
15152-53850	COMMUNITY HEALTH	600	3,440	3,800	4,000	4,000	5,000	5,000	5,000	5,000	5,000
	TOTAL COMM HEALTH	600	3,440	3,800	4,000	4,000	5,000	5,000	5,000	5,000	5,000
INSPECTIONS & TESTING											
15202-53150	PUBLIC HEALTH INSPECTOR	17,406	41,273	37,897	46,016	47,338	51,047	53,599	56,279	59,093	62,048
	TOTAL INSPECTIONS:	17,406	41,273	37,897	46,016	47,338	51,047	53,599	56,279	59,093	62,048
COUNCIL ON AGING											
15411-51120	DEPT. HEAD SALARY	48,964	46,368	55,503	53,575	60,880	71,204	73,340	75,540	77,807	80,141
15411-51130	SALARIES/WAGES	59,707	69,879	65,162	61,379	72,750	70,265	73,778	77,467	81,341	85,408
15411-51150	LONGEVITY	0	500	475	175	475	625	625	625	625	625
15412-52000	PURCHASE OF SERVICES	1,773	1,321	1,090	1,036	2,030	2,140	2,200	2,200	2,200	2,200
15412-54000	SUPPLIES	1,272	1,682	1,700	1,749	1,975	1,700	1,800	1,800	1,800	1,800
15412-57000	OTHER CHARGES	1,145	1,854	818	561	725	725	1,000	1,000	1,000	1,000
15412-57110	TRANSPORTATION	3,082	2,737	1,506	319	4,000	4,000	4,000	4,000	4,000	4,000
	TOTAL COUNCIL ON AGING:	115,943	124,341	126,254	118,794	142,835	150,659	156,743	162,632	168,772	175,173

<u>LINE NO.</u>	<u>ITEM</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>
VETERANS SERVICES											
15431-51120	SALARIES/WAGES	5,417	5,150	7,174	9,533	9,651	9,844	10,139	10,443	10,757	11,080
15432-52000	PURCHASE OF SERVICES	0	0	152	0	250	250	250	250	250	250
15432-54000	SUPPLIES	39	73	520	0	575	575	600	600	600	600
15432-54100	AMERICAN LEGION	1,077	1,600	1,581	1,432	1,600	1,600	1,600	1,600	1,600	1,600
15432-54400	MEMORIAL & VETERANS DAY	2,342	2,710	2,938	2,001	3,200	3,200	3,200	3,200	3,200	3,200
15432-57000	OTHER CHARGES	259	443	0	210	500	500	500	500	500	500
15432-57700	VETERANS BENEFITS	32,621	26,813	41,095	43,950	51,500	55,000	55,000	55,000	55,000	55,000
	TOTAL VETERAN'S:	41,755	36,789	53,460	57,126	67,276	70,969	71,289	71,593	71,907	72,230
LIBRARY											
16101-51120	DEPT. HEAD SALARY	72,103	74,986	79,408	85,052	86,115	87,837	90,472	93,186	95,982	98,861
16101-51130	SALARIES/WAGES	263,117	276,631	283,858	279,140	300,264	313,820	329,511	345,987	363,286	381,450
16101-51150	LONGEVITY	0	1,200	1,550	1,400	1,550	1,100	1,400	1,400	1,400	1,400
16102-52000	PURCHASE OF SERVICES	15,353	20,568	17,218	16,380	19,707	19,672	21,000	21,000	23,000	23,000
16102-54000	SUPPLIES	3,495	3,499	3,600	3,438	3,600	3,600	3,700	3,700	3,700	3,700
16102-55820	BOOK/MEDIA (19%)	92,260	94,494	96,533	98,345	100,000	105,000	107,100	109,242	111,427	113,655
16102-57000	OTHER CHARGES	2,165	2,565	2,565	1,554	2,400	2,400	2,500	2,500	2,600	2,600
	TOTAL LIBRARY:	448,493	473,944	484,732	485,309	513,636	533,429	555,683	577,015	601,395	624,667
PARKS & RECREATION											
16301-51120	DEPT. HEAD SALARY	18,835	30,425	32,175	40,872	49,055	59,330	61,110	62,943	64,831	66,776
16301-51130	SALARIES/WAGES	20,723	22,846	23,890	29,022	31,457	33,114	34,107	35,131	36,185	37,270
16301-51150	LONGEVITY	0	0	0	0	0	0	0	0	0	0
16302-52000	PURCHASE OF SERVICES	9,864	10,936	10,045	9,403	12,079	12,507	13,000	13,500	14,000	14,500
16302-54000	SUPPLIES	1,464	432	1,397	1,152	2,680	4,205	2,800	2,850	2,850	2,850
16302-56320	TEAM SPORTS	7,499	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
16302-57000	OTHER CHARGES	135	100	100	100	210	210	225	225	225	225
	TOTAL PARKS/REC:	58,520	72,239	75,107	88,049	102,981	116,866	118,742	122,149	125,591	129,122
TRAILS COMMITTEE											
16502-52000	PURCHASE OF SERVICES	0	0	1,000	80	110	0	300	300	300	300
16502-57000	OTHER CHARGES	0	0	1,140	26	100	0	100	100	100	100
	TOTAL TRAILS COMMITTEE:	0	0	2,140	106	210	0	400	400	400	400
HISTORICAL COMMISSION											
16902-52000	PURCHASE OF SERVICES	300	175	88	166	1,750	1,750	1,750	1,750	1,750	1,750
16902-54000	SUPPLIES	49	4	0	0	100	100	100	100	100	100
16902-57000	OTHER CHARGES	100	100	0	0	200	200	200	200	200	200
	TOTAL HISTORICAL COMM:	449	279	88	166	2,050	2,050	2,050	2,050	2,050	2,050
DEBT SERVICE - PRINCIPAL											

<u>LINE NO.</u>	<u>ITEM</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>FY26</u>
17102-59192	DEBT P TOWN HALL PROJECT	0	175,000	176,000	175,000	170,000	170,000	170,000	170,000	170,000	170,000
17102-59193	DEBT P BURGESS ELEM	175,000	915,000	918,000	918,000	915,000	915,000	915,000	915,000	915,000	915,000
	TOTAL DEBT PRINCIPAL:	919,000	1,090,000	1,094,000	1,093,000	1,085,000	1,085,000	1,085,000	1,085,000	1,085,000	1,085,000
	DEBT SERVICE - INTEREST	1,094,000									
17502-59250	DEBT I SHORT TERM INT.		0	0	0	5,000	5,000	10,000	10,000	10,000	10,000
17502-59192	DEBT I TOWN HALL PROJECT	0	80,368	67,240	60,203	53,303	52,214	41,694	35,268	28,882	26,000
17502-59193	DEBT I BURGESS	0	419,331	371,269	341,639	310,966	279,229	276,000	244,000	210,000	180,000
	TOTAL DEBT INTEREST:	87,368	499,699	438,509	401,842	369,269	336,443	327,694	289,268	248,882	216,000
	UNCLASSIFIED	456,175									
19102-51700	GROUP INSURANCE	543,543	1,506,878	1,692,628	1,785,428	1,820,000	1,820,000	2,002,000	2,202,200	2,422,420	2,664,662
19102-51750	UNEMPLOYMENT		17,161	18,306	18,680	25,000	25,000	25,000	25,000	25,000	25,000
19102-51800	RETIREMENT	1,494,481	1,171,263	1,275,676	1,371,067	1,501,694	1,674,824	1,842,306	2,026,537	2,229,191	2,452,110
19102-51950	MEDICARE	16,653	202,564	215,740	227,578	241,000	255,000	262,650	270,530	278,645	287,005
19102-52110	STREET LIGHTS	1,061,157	55,535	40,506	47,378	60,000	60,000	60,000	60,000	60,000	60,000
19102-52119	ENERGY CONSULTING	195,816	1,318	272	1,640	4,000	4,000	4,000	4,000	4,000	4,000
19102-52273	ENGINEERING/PROF SERVICES	55,087	0	0	0	0	20,000	20,000	20,000	20,000	20,000
19102-52630	TOWN AUDIT	1,511	22,500	25,000	26,000	31,000	31,000	34,000	34,000	34,000	34,000
19102-52640	SCHOOL AUDIT	25,000	4,000	0	0	4,000	0	0	4,000	0	0
19102-52650	OPEB STUDY	0	6,695	500	7,500	1,000	7,500	1,000	7,500	1,000	7,500
19102-53030	LEGAL FEES	0	7,006	4,852	5,203	10,000	10,000	10,000	10,000	10,000	10,000
19102-53070	TAX TITLE	4,899	3,206	1,775	590	5,000	5,000	5,000	5,000	5,000	5,000
19102-53090	TOWN REPORT	3,882	2,222	1,872	1,942	3,000	3,000	3,200	3,200	3,200	3,200
19102-57410	INSURANCE BLANKET	1,946	319,576	336,644	349,468	392,000	397,000	420,820	446,069	472,833	501,203
19102-57926	INSURANCE DEDUCTIBLES	322,940	0	1,000	3,000	5,000	5,000	5,000	5,000	5,000	5,000
19102-57800	RESERVE FUND	0	118,175	89,250	125,703	163,000	169,000	172,380	175,828	179,344	182,931
19102-58318	STUDENT ACT. ACCT AUDIT	101,531	3,500	0	0	0	0	0	0	0	0
19102-58326	FUTURE WAGE OBLIGATIONS	0	0	0	0	100,000	0	0	0	0	0
	TOTAL UNCLASSIFIED:	3,284,903	3,441,599	3,704,021	3,971,177	4,365,694	4,486,324	4,867,356	5,298,863	5,749,634	6,261,611
	CENTRAL PURCHASING										
19152-52310	TELEPHONE	26,602	25,018	29,218	23,625	35,000	35,000	35,000	35,000	35,000	35,000
19152-52315	POSTAGE	20,782	20,723	20,905	20,511	21,000	21,000	21,000	21,000	21,000	21,000
19152-52320	WATER/SEWER	7,937	8,896	8,826	10,542	12,000	12,000	12,480	12,979	13,498	14,038
19152-54800	GASOLINE	95,887	118,659	131,308	112,541	150,000	150,000	150,000	150,000	150,000	150,000
19152-54200	COPIERS	0	3,783	6,100	5,892	6,100	6,100	6,300	6,300	6,300	6,300
19152-53420	SLATE ROOF MAINT PLAN	5,525	5,950	0	5,775	0	7,000	10,000	10,000	10,000	10,000
19152-56553	FLEET VEHICLES	0	563	160	0	1,500	0	0	0	0	0
19152-56559	WINDOW CLEANING	0	1,640	0	2,497	0	6,000	0	3,500	3,500	3,500
19152-56561	EXTERIOR PAINTING TH/COB	0	9,975	0	0	0	0	10,000	0	0	0

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19152-57927	E-Z PASS	0	0	958	630	1,200	1,200	1,200	1,200	1,200	1,200
19152-57928	ELECTRICITY	0	0	93,217	99,267	80,000	80,000	80,000	80,000	80,000	80,000
19152-58327	TRASH REMOVAL/RECYCLING	0	0	0	0	9,200	7,000	7,200	7,200	7,200	7,200
19152-58328	FIRE EXTINGUISHERS (BLDGS)	0	0	0	0	3,000	3,000	3,200	3,300	3,400	3,400
	TOTAL CENTRAL PURCH:	156,733	195,207	290,692	281,280	319,000	328,300	336,380	330,479	331,098	331,638
	TOTAL GENERAL FUND:	29,397,500	30,642,576	31,906,091	33,781,683	35,248,388	36,399,178	37,713,748	39,023,800	40,388,494	41,849,715
		3.45%	4.24%	4.12%	5.88%	4.34%	3.26%	3.61%	3.47%	3.50%	3.62%
	TOTAL SCHOOLS	16,967,796	17,734,155	18,319,467	19,452,320	19,533,322	20,210,967	20,823,117	21,453,850	22,103,206	22,771,742
	G/F W/O SCHOOLS	12,429,704	12,908,422	13,586,624	14,329,363	15,715,066	16,188,211	16,890,631	17,569,950	18,285,288	19,077,973
	SCHOOL % +	4.80%	4.52%	3.30%	6.18%	0.42%	3.47%	3.03%	3.03%	3.03%	3.02%
	G/F % +	1.66%	3.85%	5.25%	5.47%	9.67%	3.01%	4.34%	4.02%	4.07%	4.34%
	% BUDGET SCHOOLS	57.72%	57.87%	57.42%	57.58%	55.42%	55.53%	55.21%	54.98%	54.73%	54.41%
	% BUDGET TOWN	42.28%	42.13%	42.58%	42.42%	44.58%	44.47%	44.79%	45.02%	45.27%	45.59%
	DEBT % of budget w/o Schools	8.10%	12.32%	11.28%	10.43%	9.25%	8.78%	8.36%	7.82%	7.29%	6.82%
	DEBT % of budget w/ Schools	3.42%	5.19%	4.80%	4.43%	4.13%	3.91%	3.75%	3.52%	3.30%	3.11%

SUMMARY

TOWN OF STURBRIDGE REVENUE AND EXPENDITURE FORECAST: FY2021 - FY2025

ANALYSIS OF REVENUE VS EXPENDITURES	<u>2021*</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Prior Year Levy Limit	\$25,017,150.00	\$25,903,627.00	\$26,751,218.00	\$27,644,998.00	\$28,561,123.00
Amended New Growth	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.5% Increase	\$625,429.00	\$647,591.00	\$668,780.00	\$691,125.00	\$714,028.00
New Growth	\$261,048.00	\$200,000.00	\$225,000.00	\$225,000.00	\$225,000.00
Sub Total:	\$25,903,627.00	\$26,751,218.00	\$27,644,998.00	\$28,561,123.00	\$29,500,151.00
Debt Exclusions:					
Town Hall Project	\$223,303.00	\$222,214.00	\$211,694.00	\$205,268.00	\$198,882.00
Burgess Elementary School	\$1,225,966.00	\$1,194,229.00	\$1,191,000.00	\$1,159,000.00	\$1,125,000.00
Total Debt Exclusions:	\$1,449,269.00	\$1,416,443.00	\$1,402,694.00	\$1,364,268.00	\$1,323,882.00
Local Receipts	\$3,594,430.00	\$3,600,519.00	\$4,057,440.00	\$4,103,501.00	\$4,150,145.00
State Receipts	\$4,896,976.00	\$4,992,280.00	\$5,001,542.00	\$5,049,237.00	\$5,097,409.00
Total Revenues:	\$35,844,302.00	\$36,760,460.00	\$38,106,674.00	\$39,078,129.00	\$40,071,587.00
Operating Budget	\$35,248,388.00	\$36,399,178.00	\$37,610,748.00	\$38,917,710.00	\$40,279,322.00
Cherry Sheet Offsets	\$422,411.00	\$472,809.00	\$500,000.00	\$500,000.00	\$525,000.00
Overlay	\$81,650.00	\$230,000.00	\$230,000.00	\$230,000.00	\$230,000.00
Warrant Articles - Raise and Appropriate	\$121,648.00	\$517,000.00	\$950,000.00	\$950,000.00	\$950,000.00
Total Expenses:	\$35,874,097.00	\$37,618,987.00	\$39,290,748.00	\$40,597,710.00	\$41,984,322.00
Marijuana Impact Fee - Offset from Free Cash	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Budget Surplus/Deficit:	-\$4,795.00	-\$858,527.00	-\$1,184,074.00	-\$1,519,581.00	-\$1,912,735.00
Use of Free Cash:	\$1,120,000.00	\$858,527.00	\$350,000.00	\$350,000.00	\$350,000.00
Excess Levy Capacity:	\$1,115,205.00	\$0.00	-\$834,074.00	-\$1,169,581.00	-\$1,562,735.00

*FY21 numbers reflect numbers used in setting the tax rate

PROPERTY TAXES

TOWN OF STURBRIDGE REVENUE AND EXPENDITURE FORECAST: FY2021 - FY2025

PROPERTY TAX	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Prior Year Levy Limit	\$25,017,150.00	\$25,903,627.00	\$26,751,218.00	\$27,644,998.00	\$28,561,123.00
Amended New Growth	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.5% Increase	\$625,429.00	\$647,591.00	\$668,780.00	\$691,125.00	\$714,028.00
New Growth	\$261,048.00	\$200,000.00	\$225,000.00	\$225,000.00	\$225,000.00
 Sub Total:	 \$25,903,627.00	 \$26,751,218.00	 \$27,644,998.00	 \$28,561,123.00	 \$29,500,151.00
 Debt Exclusions:					
Town Hall Project	\$223,303.00	\$222,214.00	\$211,694.00	\$205,268.00	\$198,882.00
Burgess Elementary School	\$1,225,966.00	\$1,194,229.00	\$1,191,000.00	\$1,159,000.00	\$1,125,000.00
 Total Debt Exclusions:	 \$1,449,269.00	 \$1,416,443.00	 \$1,402,694.00	 \$1,364,268.00	 \$1,323,882.00
 Total Taxing Capacity:	 \$27,352,896.00	 \$28,167,661.00	 \$29,047,692.00	 \$29,925,391.00	 \$30,824,033.00
 Increase over Previous Fiscal Year					
Less Debt Exclusions		\$847,591.00	\$893,780.00	\$916,125.00	\$939,028.00
Increase %		3.27%	3.34%	3.31%	3.29%

STATE AID

TOWN OF STURBRIDGE REVENUE AND EXPENDITURE FORECAST: FY2021 - FY2025

State Aid	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Chapter 70	\$3,846,634.00	\$3,870,754.00	\$3,909,462.00	\$3,948,556.00	\$3,988,042.00
Charter Tuition Reimbursement	\$46,224.00	\$52,532.00	\$25,000.00	\$25,000.00	\$25,000.00
Unrestricted Gen Gov't Aid	\$822,696.00	\$851,490.00	\$860,005.00	\$868,605.00	\$877,291.00
Veterans Benefits	\$30,779.00	\$34,943.00	\$30,000.00	\$30,000.00	\$30,000.00
State Owned Land	\$147,076.00	\$147,985.00	\$147,076.00	\$147,076.00	\$147,076.00
Exemptions: VBS and Elderly	\$32,103.00	\$34,576.00	\$30,000.00	\$30,000.00	\$30,000.00
Public Libraries - Offset	\$19,946.00	\$19,946.00	\$19,946.00	\$19,946.00	\$19,946.00
TOTAL STATE AID:	\$4,945,458.00	\$5,012,226.00	\$5,021,489.00	\$5,069,183.00	\$5,117,355.00

STATE ASSESSMENTS

TOWN OF STURBRIDGE REVENUE AND EXPENDITURE FORECAST: FY2021 - FY2025

State Aid Assessments	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Mosquito Control Projects	\$105,454.00	\$108,803.00	\$110,000.00	\$115,000.00	\$118,000.00
Air Pollution Districts	\$2,946.00	\$2,994.00	\$3,050.00	\$3,100.00	\$3,150.00
RMV Non-Renewal Surcharge	\$10,040.00	\$10,040.00	\$10,500.00	\$10,500.00	\$10,500.00
Regional Transit	\$38,734.00	\$34,477.00	\$38,000.00	\$38,000.00	\$38,000.00
Special Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Choice Sending Tuition	\$99,756.00	\$99,756.00	\$115,000.00	\$120,000.00	\$125,000.00
Charter School Sending Tuition	\$182,424.00	\$216,739.00	\$225,000.00	\$235,000.00	\$245,000.00
TOTAL STATE AID:	\$439,354.00	\$472,809.00	\$501,550.00	\$521,600.00	\$539,650.00

SNOW & ICE EXPENDITURES

TOWN OF STURBRIDGE REVENUE AND EXPENDITURE : FY2017 - FY2021

Snow & Ice	<u>2017 ACTUAL</u>	<u>2018 ACTUAL</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 BUDGETED</u>	<u>2021 YTD</u>
Personnel Costs	\$40,955.00	\$38,629.00	\$45,972.00	\$40,065.00	\$50,000.00	\$68,624.00
Purchase of Services	\$127,791.00	\$123,743.00	\$99,377.00	\$82,649.00	\$70,000.00	\$73,776.00
Supplies	\$151,054.00	\$179,575.00	\$122,425.00	\$95,587.00	\$100,000.00	\$133,624.00
TOTAL:	\$319,800.00	\$341,947.00	\$267,774.00	\$218,301.00	\$220,000.00	\$276,024.00

EXPENSES RAISED ON RECAP SHEET

TOWN OF STURBRIDGE REVENUE AND EXPENDITURE FORECAST: FY2021 - FY2025

Other Expenses	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Snow & Ice Deficit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Overlay	\$81,650.00	\$230,000.00	\$230,000.00	\$230,000.00	\$230,000.00
Total Other Expenses:	\$81,650.00	\$230,000.00	\$230,000.00	\$230,000.00	\$230,000.00

LOCAL RECEIPTS

TOWN OF STURBRIDGE REVENUE AND EXPENDITURE FORECAST: FY2021 - FY2025

Local Receipts	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Motor Vehicle Excise	\$1,342,568.00	\$1,342,000.00	\$1,355,420.00	\$1,368,974.00	\$1,382,664.00
Other Excise	\$34,000.00	\$34,000.00	\$34,000.00	\$34,000.00	\$34,000.00
Room Occupancy Tax	\$400,000.00	\$400,000.00	\$650,000.00	\$663,000.00	\$676,260.00
Meals Tax	\$300,000.00	\$331,000.00	\$450,000.00	\$459,000.00	\$468,180.00
Penalties/Interest Taxes/Excises	\$120,240.00	\$120,125.00	\$120,125.00	\$120,125.00	\$120,125.00
Payment in Lieu of Taxes	\$39,590.00	\$40,085.00	\$40,586.00	\$41,093.00	\$41,607.00
Ambulance	\$541,000.00	\$541,000.00	\$545,000.00	\$545,000.00	\$545,000.00
Fees	\$48,000.00	\$50,000.00	\$48,000.00	\$48,000.00	\$48,000.00
Departmental Revenue: Library	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Departmental Revenue: Cemeteries	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Other Departmental Revenue	\$87,500.00	\$87,500.00	\$97,500.00	\$97,500.00	\$97,500.00
Licenses/Permits	\$275,500.00	\$286,000.00	\$288,000.00	\$288,000.00	\$288,000.00
Fines and Forfeits	\$128,200.00	\$103,700.00	\$128,700.00	\$128,700.00	\$128,700.00
Investment Income	\$90,000.00	\$65,000.00	\$100,000.00	\$110,000.00	\$120,000.00
Miscellaneous Recurring	\$159,109.00	\$157,109.00	\$157,109.00	\$157,109.00	\$157,109.00
Miscellaneous Non-Recurring	\$38,000.00	\$38,000.00	\$38,000.00	\$38,000.00	\$38,000.00
Total Local Receipts:	\$3,608,707.00	\$3,600,519.00	\$4,057,440.00	\$4,103,501.00	\$4,150,145.00
Increase %		-0.23%	12.69%	1.14%	1.14%

DEPARTMENTAL EXPENDITURES

TOWN OF STURBRIDGE REVENUE AND EXPENDITURE FORECAST: FY2021 - FY2025

Expenditures by Department	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Board of Selectmen	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00
Town Administrator	\$248,919.00	\$256,435.00	\$266,920.00	\$274,774.00	\$283,906.00
Finance Committee	\$7,288.00	\$7,273.00	\$7,792.00	\$7,995.00	\$8,208.00
Town Accountant	\$101,529.00	\$106,587.00	\$110,281.00	\$111,419.00	\$114,307.00
Board of Assessors	\$148,579.00	\$157,776.00	\$163,549.00	\$170,077.00	\$177,001.00
Finance Director	\$266,430.00	\$275,805.00	\$286,928.00	\$297,068.00	\$307,644.00
Town Council	\$100,000.00	\$110,000.00	\$110,000.00	\$115,000.00	\$115,000.00
Information Technology	\$187,174.00	\$204,460.00	\$218,393.00	\$225,195.00	\$232,170.00
Town Clerk	\$112,674.00	\$121,434.00	\$124,866.00	\$129,322.00	\$133,954.00
Elections/Registration	\$33,531.00	\$29,977.00	\$34,350.00	\$34,850.00	\$35,350.00
Conservation Commission	\$99,602.00	\$109,054.00	\$112,858.00	\$116,605.00	\$120,496.00
Town Planner	\$182,999.00	\$187,567.00	\$195,106.00	\$200,450.00	\$205,941.00
Zoning Board of Appeals	\$590.00	\$590.00	\$590.00	\$590.00	\$590.00
Economic Development	\$21,168.00	\$32,415.00	\$33,405.00	\$34,522.00	\$35,466.00
Facilities	\$123,167.00	\$141,629.00	\$137,609.00	\$142,848.00	\$148,304.00
Town Hall Building	\$48,313.00	\$37,970.00	\$40,000.00	\$41,000.00	\$42,000.00
Center Office Building	\$41,842.00	\$32,980.00	\$34,000.00	\$35,000.00	\$36,000.00
Senior Center Building	\$27,910.00	\$24,910.00	\$25,700.00	\$26,700.00	\$27,700.00
Library Building	\$23,330.00	\$24,920.00	\$26,700.00	\$27,250.00	\$27,750.00
Safety Complex Building	\$86,395.00	\$88,853.00	\$92,000.00	\$94,500.00	\$97,000.00
Nursery School Building	\$3,700.00	\$3,580.00	\$3,700.00	\$3,750.00	\$3,800.00
8 Brookfield Road Building	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00
Police	\$3,122,154.00	\$3,256,738.00	\$3,354,252.00	\$3,448,588.00	\$3,545,457.00
Fire	\$1,757,670.00	\$1,769,919.00	\$1,820,807.00	\$1,872,629.00	\$1,925,916.00
Building Inspector	\$130,576.00	\$139,888.00	\$144,943.00	\$150,022.00	\$155,399.00

Sealer	\$5,350.00	\$5,350.00	\$5,350.00	\$5,350.00	\$5,350.00
Inspectors (Plumbing/Electrical)	\$53,399.00	\$53,278.00	\$58,350.00	\$58,350.00	\$58,350.00
Tree Warden	\$27,603.00	\$27,779.00	\$28,387.00	\$29,010.00	\$29,648.00
Education	\$19,533,322.00	\$20,210,967.00	\$20,720,117.00	\$21,347,760.00	\$21,993,933.00
Department of Public Works	\$1,103,911.00	\$1,165,153.00	\$1,198,409.00	\$1,229,484.00	\$1,265,256.00
Private Road Maintenance	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
Snow & Ice Removal	\$220,000.00	\$221,250.00	\$237,788.00	\$239,371.00	\$241,002.00
Landfill/Recycling Center	\$289,361.00	\$306,325.00	\$311,537.00	\$317,596.00	\$323,571.00
Board of Health	\$110,113.00	\$112,629.00	\$116,525.00	\$120,307.00	\$124,329.00
Community Health	\$4,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Inspections & Testing	\$47,338.00	\$51,047.00	\$53,599.00	\$56,279.00	\$59,093.00
Council on Aging	\$142,835.00	\$150,659.00	\$156,743.00	\$162,632.00	\$168,772.00
Veterans Services	\$67,276.00	\$70,969.00	\$71,289.00	\$71,593.00	\$71,907.00
Library	\$513,636.00	\$533,429.00	\$555,683.00	\$577,015.00	\$601,395.00
Parks & Recreation	\$102,981.00	\$116,866.00	\$118,742.00	\$122,149.00	\$125,591.00
Trails Committee	\$210.00	\$0.00	\$400.00	\$400.00	\$400.00
Historical Commission	\$2,050.00	\$2,050.00	\$2,050.00	\$2,050.00	\$2,050.00
Debt Service - Principal	\$1,085,000.00	\$1,085,000.00	\$1,085,000.00	\$1,085,000.00	\$1,085,000.00
Debt Service - Interest	\$369,269.00	\$336,443.00	\$327,694.00	\$289,268.00	\$248,882.00
Unclassified	\$4,365,694.00	\$4,486,324.00	\$4,867,356.00	\$5,298,863.00	\$5,749,634.00
Central Purchasing	\$319,000.00	\$328,300.00	\$336,380.00	\$330,479.00	\$331,098.00
Total Departmental Expenditures:	\$35,248,388.00	\$36,399,178.00	\$37,610,748.00	\$38,917,710.00	\$40,279,220.00
Increase %	4.34%	3.26%	3.33%	3.47%	3.50%

Capital Plan

CAPITAL IMPROVEMENT PLAN FISCAL YEAR 2022

Presented in this section is the proposed Fiscal Year 2022 Capital Improvement Plan. The Sturbridge Town Charter requires the Town Administrator to submit a Capital Improvement Plan to the Board of Selectmen each year. The Town of Sturbridge Comprehensive Fiscal Management Policies outline the criteria used for setting the yearly Capital Improvement Plan Budget.

The Capital Improvement Plan is an important tool that the Town of Sturbridge utilizes to help manage existing infrastructure and guide capital spending. It creates a process for evaluating the Town's needs and assigning priorities when resources cannot fund all requests.

Capital Planning Committee

Jeff Bridges
Jean Bubon
John Grasso
Butch Jackson
Kathleen Neal

The Town of Sturbridge defines capital projects/items as an expenditure of \$5,000 or more with a useful life greater than three years that fall under one of the following categories:

- Acquisition of land
- Construction, expansion or renovation of a facility. Facilities include buildings, streets, bridges, sidewalks, parking lots, utilities, playing fields, cemeteries, playgrounds, etc.
- Acquisition of large capital items including vehicles, technology, communications equipment, etc.
- Facility maintenance projects including roof repair, HVAC, electrical, masonry, painting, carpeting, street resurfacing, sidewalk reconstruction, playground equipment/major repairs.
- Planning, feasibility, engineering or design studies related to a capital project.

Town departments seeking to replace or obtain a capital item must submit a "Capital Planning Request Form". Requests submitted include a brief description of the request, the reason for the request, the impact of granting the request (community benefit), the impact if not funded, a cost justification, and the department priority of the request. The proposals are then submitted to the Capital Planning Committee who meet with the departments and rate each project on a scale of 1 – 10 based on ten factors to ensure that the highest priorities and greatest needs of the Town are met.

The factors used are:

- Factor 1 – Public Safety and Health- Consideration of the impact of a request and its impact on existing conditions of public safety and health.
- Factor 2 – Infrastructure Needs – Consideration of the impact of a request in relation to infrastructure problems and needs of the community.
- Factor 3 – Quantity of Use – Consideration is given to the number of people that will utilize the facilities or equipment and/or how often the equipment will be used.
- Factor 4 – Efficiency of Services – Consideration given to requests that increase the efficiency of services provided by the Town to the public.
- Factor 5 – Legal Requirements – Consideration of requests based on mandates of local, state or federal regulations or laws.
- Factor 6 – Public Support – Consideration of requests in relation to public support of a specific project or program, specifically you should consider how the public will view the purchase or specific capital item.
- Factor 7 – Personnel Impact – Consideration of requests that are necessary based upon increased personnel or increased use of personnel.
- Factor 8 – Service Impact – Consideration of requests that are necessary due to increased, altered or new services the town is offering.
- Factor 9 – Budgetary Constraints – Consideration given to the effect of various request on the capital budget in total.
- Factor 10 – Administrative Needs – Consideration of requests that are necessary due to the administrative needs of various departments.

Funding

The Town needs to ensure that its capital needs are addressed on an annual basis to ensure that the Town does not find itself in a position of having to replace a lot of capital at one time causing unnecessary debt issuance and associated interest costs for capital replacement that could have been done in a planned manner without the issuance of debt.

The Annual Capital Budget is 1.5% of the Town’s budgeted annual expenditures. In FY22 this amount is \$528,726. Historically, the Town funds the majority of the Capital Budget through a Free Cash appropriation.

Capital projects/items may be funded using one of the following funding sources:

- Borrowing – Projects/items of \$100,000 or more with a useful life of at least 10 years may be considered for borrowing. The sources of revenues to support borrowing are:
 - General Fund – Within Proposition 2 ½
 - Sewer Fund and Water Fund
 - General Fund – With Debt Exclusion Vote
- Available Revenues – Projects/items of \$5,000 or more with a useful life of at least 3 years may be considered for funding with available revenues. The sources of available revenues are:

- Capital Improvement Budget as recommended by the Capital Improvement Committee
- Sewer Fund and Water Fund
- Free Cash Warrant Articles
- Departmental Operating Budget – Projects/items of less than \$5,000 with a useful life of greater than one year may be considered for funding in departmental operating budgets.
 - General Fund
 - Sewer Fund and Water Fund
 - Departmental Revolving Funds

The annual operating cost of a proposed capital project, as well as debt services costs, will be identified before any long-term bonded capital is recommended. It is important to project the impact that the proposed capital project has on the operating budget so that the operating budget has adequate resources to meet long-term operating expenses.

Fiscal Year 2022 Capital Budget

Below are the proposed projects and funding sources rated high enough to be included in the FY2022 Capital Improvement Plan:

Facilities – Fire Alarm (Nursery School) - \$20,000

This request will provide additional funds for a fire alarm system at the Nursery School. In FY2020, an appropriation of \$5,650 was made to update the fire alarm system at the Nursery School. The scope of work for this project has changed and the new fire alarm system must be engineered by a registered electrical engineer who will provide Tier 2 drawings for the project to be put out to bid. The cost of engineering the system and installing the new system exceeds the original appropriation.

Funding Source – Free Cash

Fire – Holmatro Rescue Tool - \$41,500

This request will replace the 2005 Hurst tools (Jaws of Life). The current set of rescue tools has exceeded its expected useful life.

Funding Source – Free Cash

IT – Copier (Center Office Building) - \$8,000

This request will replace the copier at the Center Office Building. This copier was purchased in 2012 and is showing signs of age with excessive jams and print jobs that don't print. We have been notified that replacements parts are limited.

Funding Source- Free Cash

DPW- ¾ ton pickup truck with plow - \$39,950

This request will fund the purchase of a ¾ ton pickup truck with a plow. This truck will replace a 2005 ¾ ton Chevy pickup with approximately 185,000 miles. This truck has extensive frame and body rot. The frame has been deemed unrepairable.

Funding Source – Free Cash

IT – Copier (Library) - \$9,600

This request will replace the copier at the Library. This copier was purchased in 2010 and is no longer serviceable due to lack of parts. This is a color copier that is used by both staff and patrons.

Funding Source – Free Cash

DPW- Two (2) Ground Speed Control Spreader Systems - \$12,000

This request will outfit two spreaders with a ground speed control system. This system automatically adjusts the salt application to the truck speed. If the truck slows down or stops the flow from the device also slows or stops. With the current manual system, the driver must maintain a set speed to match the spreader setting. If the vehicle slows or stops without the changing the setting or shutting off the system, salt is wasted.

Funding Source – Free Cash

Facilities – Fencing/Signage (Animal Control Facility) - \$6,500

This request will provide funding to install a 6-foot fence around the Animal Control building and signage for the facility.

Funding Source – Free Cash

Facilities – Lift Operators Replacement (DPW) - \$15,000

This request will replace the lift operators on seven (7) high-bay doors. The lifts have started to fail increasing the need for repairs.

Funding Source – Free Cash

Facilities – Lightning Protection (Town Buildings) - \$85,000

This request will install lightning protection on the following town buildings: Center Office Building, Library, Town Hall, Public Safety Complex and DPW. We have had several insurance claims due to lightning damage. This will protect these buildings from loss or down time due to lightning strikes.

Funding Source – Free Cash

DPW (Water/Sewer) – ¾ ton pickup truck with plow - \$39,950

This request will fund a ¾ ton pickup truck with plow for the Water/Sewer Department. This truck will replace a 2005 ½ ton Chevy pickup with approximately 85,000 miles. This truck is heavily rusted on both the body and frame.

Funding Source – Water Fund Balance and Sewer Fund Balance (50% from each fund)

Fire – Ford Explorer - \$52,750

This request will provide funding for a Ford Explorer for the Fire Department. This vehicle will replace a 2012 Ford Expedition with approximately 69,323 miles. This vehicle is used on a daily basis to respond to both emergency and non-emergency incidents.

Funding Source- Free Cash

Police – Six (6) Rifles and Magazines - \$6,852

This request will provide funding to purchase six (6) rifles and magazines for officer assigned cruisers. This purchase will begin to replace the current department rifles that are over fifteen years old.

Funding Source- Free Cash

IT – Interior Security Camera System (Town Hall, Center Office Building) - \$27,300

This request will provide funding for interior cameras for both the Town Hall and the Center Office Building.

Funding Source – Free Cash

Fire – Apparatus Technology Upgrades - \$76,527

This request will provide funding for the purchase of Mobil Data Terminals including software and installation in fire apparatus. This will allow the ability to view things such as preplans, mapping and hydrant information when responding. The annual fee going forward will be approximately \$3,700 per year. The department has twelve (12) vehicles.

DPW – Skid-Steer Loader with attachments - \$49,000

This request will provide funding for the purchase of a Skid Steer. The DPW currently shares a Skid Steer with the Recycling Center. The Recycling Center uses it almost daily, so it is not always available to DPW when needed. This piece of equipment can be utilized in many ways at DPW: paving, backfilling, loam placement for restoration, snow removal and sidewalk sweeping to name a few. This piece of equipment will also be available to the Water and Sewer departments when needed.

Facilities – Basement Archival Storage (Center Office Building) – \$20,200

This request will provide movable/mobile storage in the basement of Center Office Building in order to double the existing storage capacity from approximately 250 boxes to more than 520 boxes. The shelving that is currently being used for storage will be relocated to the Public Safety Complex attic to facilitate organized storage in that area.

Funding Source – Free Cash

Facilities – Rehabilitation of Building (North Cemetery) - \$30,000

This request will provide funding for repairs and rehabilitation of the shell of the cemetery building. Funds will be used to replace the roofing and sheathing as needed, test the siding for lead paint and repaint as appropriate and repair broken glass and deteriorating window parts and exterior woodwork.

Funding Source- Free Cash

FY2022 Capital Plan Proposed Funding Summary:

Free Cash - \$500,179
Water Fund Balance - \$19,975
Sewer Fund Balance - \$19,975

Total: \$540,129

FY22 Capital Budget Recommendations

	<u>Department</u>	<u>Item</u>	<u>Est. Cost</u>
1	Facilities	Fire Alarm (Nursery School)	\$ 20,000.00
1	Fire	Holmatro Rescue Tool	\$ 41,500.00
2	IT	Copier (Center Office Building)	\$ 8,000.00
3	DPW	3/4 ton pickup truck with plow	\$ 39,950.00
4	IT	Copier (Library)	\$ 9,600.00
5	DPW	Two (2) Ground Speed Control Spreader Systems	\$ 12,000.00
6	Facilities	Fencing/Signage (Animal Control)	\$ 6,500.00
7	Facilities	Lift Operators Replacement (DPW)	\$ 15,000.00
8	Facilities	Lightning Protection (Town Buildings)	\$ 85,000.00
9	DPW (Water/Sewer)	3/4 ton pickup truck with plow	\$ 39,950.00
10	Fire	Ford Explorer	\$ 52,750.00
11	Police	Six (6) Rifles & Magazines	\$ 6,852.00
12	IT	Interior Security Camera System (Town Hall, Center Office Bldg.)	\$ 27,300.00
13	Fire	Apparatus Technology Upgrades	\$ 76,527.00
14	DPW	Skid-Steer Loader with attachments	\$ 49,000.00
15	Facilities	Basement Archival Storage (Center Office Building)	\$ 20,200.00
16	Facilities	Rehabilitation of Building (North Cemetery)	\$ 30,000.00

Total : \$ 540,129.00

TOWN OF STURBRIDGE FIVE YEAR CAPITAL PLAN

Public Works Department	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
DPW	Two (2) Ground Speed Control Spreader Systems	\$ 12,000.00				
DPW	3/4 ton pickup truck with plow	\$ 39,950.00				
DPW	3/4 ton pickup truck with plow (Water/Sewer)	\$ 39,950.00				
DPW	Skid-Steer Loader with attachments	\$ 49,000.00				
DPW	Fork Lift	\$ 55,000.00				
DPW	Midsized Backhoe		\$ 150,000.00			
DPW	Fork Lift		\$ 60,000.00			
DPW	Basin Cleaner			\$ 300,000.00		
DPW	Dump Truck			\$ 250,000.00		
DPW	1 Ton Dump Truck				\$ 60,000.00	
DPW	Sweeper				\$ 300,000.00	
DPW	Grader					\$ 300,000.00
DPW	Dump Truck					\$ 250,000.00
Public Works Department	PUBLIC WORKS DEPARTMENT ESTIMATE BY YEAR	\$ 195,900.00	\$ 210,000.00	\$ 550,000.00	\$ 360,000.00	\$ 550,000.00
Police Department	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Police	Police Cruiser	\$ 120,000.00	\$ 122,000.00	\$ 124,000.00	\$ 128,000.00	\$ 130,000.00
Police	Side Arms		\$ 32,000.00	\$ 25,000.00		
Police	Police Motorcycle					
Police	Portable Radios			\$ 75,000.00		
Police	Patrol Rifles	\$ 15,375.00				
Police	Body Cameras		\$ 41,570.00			
Police	Police Drones					\$ 35,000.00
Police	Police K9		\$ 15,000.00			
Police Department	POLICE DEPARTMENT ESTIMATE BY YEAR	\$ 135,375.00	\$ 210,570.00	\$ 224,000.00	\$ 128,000.00	\$ 165,000.00
Fire Department	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Fire	Replace Squad 1			\$ 75,000.00		
Fire	Replace Rescue 1 (1997 Freightliner)		\$ 500,000.00			
Fire	Replace 2012 Ford Expedition	\$ 60,000.00				
Fire	Hydraulic Extrication Tool Set	\$ 75,000.00		\$ 75,000.00		\$ 75,000.00
Fire	Replace Cardiac Monitor/ Lucas			\$ 60,000.00	\$ 60,000.00	
Fire	Replace Ambulance 2 (2016 Ford F550)		\$ 320,000.00			
Fire	Replace Firehose				\$ 125,000.00	\$ 125,000.00
Fire	Replace Firefighter PPE		\$ 112,500.00			
Fire	Replace 2017 Ford Explorer				\$ 60,000.00	
Fire	Replace Ambulance 1 (2019 Ford E450)					\$ 350,000.00
Fire	Replace SCBA					\$ 200,000.00
Fire Department	FIRE DEPARTMENT ESTIMATE BY YEAR	\$ 135,000.00	\$ 932,500.00	\$ 210,000.00	\$ 245,000.00	\$ 750,000.00
Planning Department	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Planning	HP T2500 Plotter				\$ 12,000.00	
Planning Department	PLANNING DEPARTMENT ESTIMATE BY YEAR	\$ -	\$ -	\$ -	\$ 12,000.00	\$ -
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Town Hall	Slate Roof	\$ 1,000.00		\$ 1,200.00		\$ 1,200.00
Facilities- Town Hall	Painting	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00		
Facilities- Town Hall	Masonry Repairs & Stoop		\$ 20,000.00			
Facilities- Town Hall	Fire Suppression Repairs					
Facilities- Town Hall	Camera System	\$ 13,644.80				
Facilities- Town Hall	Public Access Camera Upgrades	\$ 60,000.00				
Facilities- Town Hall	2nd Floor VCT replacement		TBD			
Facilities- Town Hall	Storm Windows					
Facilities- Town Hall	Renovate portion of 2nd floor			TBD		
Facilities- Town Hall	Plumbing Repairs/ Replacements	\$ 1,000.00	\$ 1,000.00			
Facilities- Town Hall	Seal Coat and restripe parking lot		TBD			
Facilities- Town Hall	Boiler Replacement (Estimated 2031)					
Facilities- Town Hall	HVAC Controls (Green Communities)		\$ 98,705.00			
Facilities- Town Hall	New LED Lighting (Green Communities)					
Facilities- Town Hall	FACILITY ESTIMATE BY YEAR	\$ 83,644.80	\$ 127,705.00	\$ 9,200.00	\$ -	\$ 1,200.00
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Center Office	Slate Roof	\$ 1,000.00		\$ 1,200.00		\$ 1,200.00
Facilities- Center Office	Painting		\$ 8,000.00	\$ 8,000.00		
Facilities- Center Office	Fire Suppression Repairs					
Facilities- Center Office	Camera System	\$ 13,644.80				
Facilities- Center Office	Public Access Camera Upgrades		\$ 50,000.00			
Facilities- Center Office	Basement Storage Project	\$ 20,200.00				
Facilities- Center Office	Storm Windows					
Facilities- Center Office	Conference Room to Office Project					
Facilities- Center Office	Seal Coat and restripe parking lot		TBD			
Facilities- Center Office	Boiler Replacement (Estimated 2031)					
Facilities- Center Office	HVAC Controls (Green Communities)		\$ 63,958.00			
Facilities- Center Office	New LED Lighting (Green Communities)					
Facilities Center Office	FACILITY ESTIMATE BY YEAR	\$ 34,844.80	\$ 121,958.00	\$ 9,200.00	\$ -	\$ 1,200.00
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities - Senior Center	Parking Lot - Design & Constructor	\$ 340,000.00				
Facilities - Senior Center	Waterproof Foundation and Install Gutters	Incl Above				
Facilities - Senior Center	Masonry Repairs		TBD			
Facilities - Senior Center	Accessibility Improvements		\$ 50,000.00	\$ 50,000.00		
Facilities - Senior Center	Code Compliance Alterations		TBD			
Facilities - Senior Center	Fire Alarm Repairs					
Facilities - Senior Center	Replace VCT Flooring	\$ 16,400.00				
Facilities - Senior Center	Upgrade to Commercial Kitcher					
Facilities - Senior Center	New LED Lighting (Green Communities)	\$ 31,022.00				
Facilities - Senior Center	Weatherization (Green Communities)	\$ 44,400.04				
Facilities - Senior Center	New exterior doors and access control		\$ 15,000.00			
Facilities - Senior Center	Install Janitor's sink					
Facilities - Senior Center	Install Lifeline or similar system		\$ 10,000.00			
Facilities - Senior Center	Install sprinklers			\$ 78,000.00		
Facilities - Senior Center	Elevator Repairs		\$ 10,000.00			
Facilities - Senior Center	FACILITY ESTIMATE BY YEAR	\$ 431,822.04	\$ 85,000.00	\$ 128,000.00	\$ -	\$ -

BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- North Cemetery	Rehab the cemetery building	\$ 30,000.00				
<i>Facilities- North Cemetery</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Joshua Hyde Library	Slate Roof	\$ 1,000.00		\$ 1,200.00		\$ 1,200.00
Facilities- Joshua Hyde Library	Masonry Repairs		TBD			
Facilities- Joshua Hyde Library	Library Basement Project					
Facilities- Joshua Hyde Library	Library Main Floor Project (Completed 2019)					
Facilities- Joshua Hyde Library	Signage					
Facilities- Joshua Hyde Library	Library Cupola and Trim					
Facilities- Joshua Hyde Library	Library Windows					
Facilities- Joshua Hyde Library	Meeting Room Painting					
Facilities- Joshua Hyde Library	Meeting Room and Stair Landing Flooring		\$ 12,000.00			
Facilities- Joshua Hyde Library	Interior Railing Compliance		TBD			
Facilities- Joshua Hyde Library	HVAC System Upgrades		\$ 300,000.00			
Facilities- Joshua Hyde Library	Flat Roof Replacement & Skyligh		TBD			
Facilities- Joshua Hyde Library	Fire Suppression Installation				TBD	
Facilities- Joshua Hyde Library	Site Planning & Improvements	\$ 85,000.00				
Facilities- Joshua Hyde Library	Site Improvements		\$ 75,000.00			
Facilities- Joshua Hyde Library	Weatherization (Green Communities)					
Facilities- Joshua Hyde Library	New LED Lighting (Green Communities)					
<i>Facilities- Joshua Hyde Library</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ 86,000.00	\$ 387,000.00	\$ 1,200.00	\$ -	\$ 1,200.00
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Public Safety Complex	PSC Small RTU Replacement (2019)					
Facilities- Public Safety Complex	Apparatus Floors					
Facilities- Public Safety Complex	Apparatus Doors					
Facilities- Public Safety Complex	Entrance Door and Trim					
Facilities- Public Safety Complex	Radio Tower Lightning Protection (Dispatch					
Facilities- Public Safety Complex	PSC 30 TON RTU Replacement					
Facilities- Public Safety Complex	Exterior Storage					
Facilities- Public Safety Complex	Camera System					
Facilities- Public Safety Complex	Paint interiors/ wax floors	\$ 1,000.00	\$ 5,800.00			
Facilities- Public Safety Complex	Radio System		\$ 2,200,000.00			
Facilities- Public Safety Complex	Station Alerting System					
Facilities- Public Safety Complex	Accessibility Compliance			\$ 250,000.00	\$ 250,000.00	
Facilities- Public Safety Complex	Signage			Inc. Above		
Facilities- Public Safety Complex	Sidewalks & Ramps		\$ 40,000.00			
Facilities- Public Safety Complex	Interior Railing Replacements			Inc. Above		
Facilities- Public Safety Complex	Elevator			\$ 400,000.00		
Facilities- Public Safety Complex	Lobby Renovation (FY2021 Grant)	\$ 32,000.00	\$ 20,000.00			
Facilities- Public Safety Complex	Mid Level Kitchen Renovation		TBD			
Facilities- Public Safety Complex	Police Kitchen Renovation		TBD			
Facilities- Public Safety Complex	PSC Furniture	\$ 150,000.00				
Facilities- Public Safety Complex	Fire Suppression Repairs			TBD		
Facilities- Public Safety Complex	Parking Lot			\$ 175,000.00		
Facilities- Public Safety Complex	Replace Boilers		\$ 225,000.00			
Facilities- Public Safety Complex	COVID - Replace Dispatch Minisplit					
Facilities- Public Safety Complex	Replace Server Minisplit					
Facilities- Public Safety Complex	Replace Roof				\$ 250,000.00	
Facilities- Public Safety Complex	Replace Underground Storage Tank				\$ 200,000.00	
Facilities- Public Safety Complex	Security Repairs					
Facilities- Public Safety Complex	Replace Exterior Doors			\$ 60,000.00		
Facilities- Public Safety Complex	Access Control Replacements			\$ 150,000.00		
Facilities- Public Safety Complex	Weatherization (Green Communities)					
<i>Facilities- Public Safety Complex</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ 183,000.00	\$ 2,490,800.00	\$ 1,035,000.00	\$ 700,000.00	\$ -
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Nursery School	Slate Roof	\$ 1,000.00		\$ 1,200.00		\$ 1,200.00
Facilities- Nursery School	Code Compliance				\$ 20,000.00	
Facilities- Nursery School	Fire Alarm Repairs	\$ 20,000.00				
Facilities- Nursery School	Replace pavement and repair driveway		TBD			
<i>Facilities- Nursery School</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ 21,000.00	\$ -	\$ 1,200.00	\$ 20,000.00	\$ 1,200.00
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- DPW Building	Interior Painting		\$ 20,000.00			
Facilities- DPW Building	Garage Painting		\$ 100,000.00			
Facilities- DPW Building	Apparatus Door Replacement	\$ 62,500.00				
Facilities- DPW Building	Office Roof Replacement					
Facilities- DPW Building	Boiler Replacement		TBD			
Facilities- DPW Building	Camera System		\$ 40,000.00			
Facilities- DPW Building	New LED Lighting (Green Communities)					
<i>Facilities- DPW Building</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ 62,500.00	\$ 160,000.00	\$ -	\$ -	\$ -
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Animal Control Building	Fencing	\$ 6,500.00				
Facilities- Animal Control Building	Kennel Improvements		\$ 10,000.00			
<i>Facilities- Animal Control Building</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ 6,500.00	\$ 10,000.00	\$ -	\$ -	\$ -
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Wastewater Treatment Plant	New LED Lighting (Green Communities)			\$ 73,168.00		
Facilities- Wastewater Treatment Plant	Weatherization (Green Communities)			\$ 1,000.00		
<i>Facilities- Wastewater Treatment Plant</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ -	\$ -	\$ 74,168.00	\$ -	\$ -
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Burgess Elementary	COVID - Duct Cleaning					
Facilities- Burgess Elementary	COVID - Install Ionizers					
Facilities- Burgess Elementary	Field Improvements			TBD		
Facilities- Burgess Elementary	New LED Lighting (Green Communities)	\$ 100,000.00	\$ 74,783.00			
Facilities- Burgess Elementary	Weatherization (Green Communities)					
<i>Facilities- Burgess Elementary</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ 100,000.00	\$ 74,783.00	\$ -	\$ -	\$ -

BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Cedar Recreation Area	ADA Repairs					
Facilities- Cedar Recreation Area	60 Cedar Recreation Field - Synthetic Turf Maintenance	(See Article)	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
<i>Facilities- Cedar Recreation Area</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
BUILDING	PROJECT/ ITEM	FY2022	FY2023	FY2024	FY2025	FY2026
Facilities- Town Barn	Lighting					
Facilities- Town Barn	ADA Repairs		TBD			
<i>Facilities- Town Barn</i>	<i>FACILITY ESTIMATE BY YEAR</i>	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL (DOES NOT INCLUDE TBD ITEMS)		\$ 1,505,586.63	\$ 4,820,316.00	\$ 2,251,968.00	\$ 1,475,000.00	\$ 1,479,800.00

Betterment Budget

**BETTERMENT BUDGET
FISCAL YEAR 2022**

Presented in this section is the proposed Fiscal Year 2022 Betterment Budget. Through Special Legislation that was enacted in 1986 the Town of Sturbridge is authorized to set aside 16.25% of revenue from local room excise tax into a fund to be used for programs or projects that tend to enhance the beautification, recreational resources or public safety of the town and which are of clear mutual interest to the residents of and visitors to the town.

The Sturbridge Betterment Committee consists of five (5) members appointed by the Board of Selectmen as follows: one member of the Board of Selectmen, one representative from the hotel or motel trade, the Financial Manager, Executive Secretary, Town Manager or other administrative official of the town, one member of the Planning Board and one person who is a member of the Town Safety Committee, Recreation Committee, Route 20 Study Committee or similar public sector organization.

Betterment Committee

Mary Blanchard

Jeff Bridges

Russell Chamberland

Earl Dessert

Vacant

Fiscal Year 2022 Betterment Budget

In Fiscal Year 2022 requests for funding through the Betterment budget totaled \$164,785.00. Total funds available for appropriation in Fiscal Year 2022 are \$119,785. This represents a decrease of \$56,579 over the amount of available betterments funds in FY21.

Below are the proposed projects approved by the Betterment Committee to be included in the FY22 Betterment Budget:

Flower Barrels – Annual Request - \$2,200 – Beautification

These funds are used to purchase seasonal flowers (and when needed replacement barrels) for the flower barrels that are placed throughout town. A group of volunteers spend many hours planting, maintaining, and adding their personal touches to these barrels.

Plantings – Bloom Committee – Annual Request - \$575 - Beautification

These funds are used to purchase seasonal flowers for the urns and planters by the Town Hall, Center Office Building and the Town Common.

Beautification Joshua Hyde Library – Annual Request - \$3,800 - Beautification

These funds are primarily used to hire a landscape company to maintain the garden beds, tree and shrub pruning and plant maintenance.

Wayfinding Streetscape Improvements – Annual Request - \$10,000 - Beautification

These funds will be used to implement recommendations of the Commercial Tourist District Revitalization Plan. All improvements and expenditures from this account will be consistent with the Commercial Tourist District Revitalization Plan and the approved Wayfinding Design.

Beautification at Town Hall and Center Office Buildings – Annual Request - \$2,500 - Beautification

These funds will be used for landscaping of the grounds around the Town Hall and Center Office Building as well as any projects that enhance the up-keep of the outside of both buildings.

Tree Planting – Arbor Day Program – Annual Request - \$1,910 - Beautification

These funds are used for celebrating Arbor Day. Trees are planted and seedlings are handed out to students at Burgess, at the Senior Center and the Recycling Center for yard beautification. Sturbridge has received the Tree City USA Award for thirty-one (31) consecutive years.

Town Offices & Library Decorations – Annual Request - \$4,000 – Beautification

These funds will be used for professional decorating of the Town Hall, Center Office Building and Library during the holidays.

DPW - Sidewalk Maintenance – Annual Request - \$10,250 – Public Safety

These funds are used for maintenance of the sidewalks throughout town. These funds are carried forward from year to year in order to build up a balance to an amount that is suitable to mobilize a contractor.

Tree Warden - Tree Maintenance (Town-wide) – Annual Request - \$10,000 – Public Safety

These funds are used for overall street tree maintenance (trimming, pruning, fertilization, mulch) for the town, including police details when needed.

Tree Warden - Town Common Tree Maintenance – Annual Request - \$7,322 – Public Safety

These funds are used to maintain the trees on the Town Common. These trees require annual pruning and selective fertilization/treatment to help maintain the trees.

Tree Warden - Main Street Tree and Park Maintenance (Street Landscaping) – Annual Request - \$2,000 – Public Safety

These funds are used for maintenance of trees/shrubs/flowers on town property along Route 20 and Route 131 as well as various parks and sitting areas.

Police - Special Events Overtime – Annual Request - \$10,000 – Public Safety

These funds are used to fund overtime for specific Town/Tourist related events.

Police – Recon Power Bike – Recon Interceptor - NEW Request - \$5,369 – Public Safety

These funds will be used to purchase an Interceptor Power Bike and necessary equipment, as well as training for officers. This bike will be used on the trail systems throughout town.

Fire - Special Events Overtime – Annual Request - \$7,300 – Public Safety

These funds are used to fund overtime for specific Town/Tourist related events.

Fire – Protective Firefighting Gear – Annual Request - \$13,500 – Public Safety

These funds will be used to purchase protective firefighting equipment. This gear has a service life not to exceed ten (10) years. Because the town received a grant to purchase all new gear in 2013, we will be looking to replace the majority of the gear at the same time. These funds are carried forward from year to year and the goal is to have sufficient funds available to purchase new gear in FY2023. The estimated cost for each set of turnout gear is \$4,500.

Recreation - Cedar Lake (Town Beach) Water Treatment – Annual Request - \$1,795 – Recreation

These funds will be used to keep up with the maintenance of the water management at the Town Beach.

Recreation - Town Common Summer Concert Series – Annual Request - \$4,000 – Recreation

These funds will be used to fund some of the Summer Concerts held on the Town Common.

Recreation - Decorations for Town Common – Annual Request - \$4,445 – Recreation

These funds will be used to furnish all labor, materials and equipment to install and remove LED lights on the large evergreen on the Common, as well as icicle lighting and garland around the gazebo, and garland on lamp posts around the Common.

Recreation –Turner’s Field Infield Rehab – NEW Request - \$6,819 – Recreation

These funds will be used to rehab the baseball infield on Turner’s Field. The field is showing the impacts of heavy use over many years. Work will include drainage problems on the field and rebuild of the pitcher’s mound to proper elevation and slope. The Laid Back Competitive Baseball League will be donating \$3,000 to the town towards this project. Total project cost is estimated at \$9,819.

SLAC/Great Ponds Weed & Safety Program – Annual Request - \$6,000 – Recreation

These funds will be used to defray the costs of managing water quality and safety on the Great Ponds of Sturbridge. SLAC apportions these funds each year equitably to each of the Lake Associations. \$1,000 of these funds are used towards the cost of boating safety courses which are offered two times each year.

Special Events Committee – Funding for Special Events in the Community – Annual Request - \$6,000 - Recreation

These funds will be used for supporting special events in the community.

FY2022 Betterment Proposed Funding

\$ 119,785

<u>Category</u>	<u>Amount</u>	<u>% Allocated</u>
Beautification	\$ 24,985	20.86%
Public Safety	\$ 65,741	54.88%
Recreation	\$ 29,059	24.26%

BETTERMENT REQUEST	FY22	REQUESTED BY	RECURRING	CATEGORY
Flower Barrels	\$ 2,200.00	Polly Currier	Annual	Beautification
Plantings (Bloom Committee)	\$ 575.00	Recreation	Annual	Beautification
Beautification Joshua Hyde Library	\$ 3,800.00	Library	Annual	Beautification
Wayfinding Streetscape Improvements	\$ 10,000.00	Town Planner	Annual	Beautification
Beautification at Town Hall and Center Office Building	\$ 2,500.00	Finance Director	Annual	Beautification
Tree Planting - Arbor Day Program	\$ 1,910.00	Tree Warden	Annual	Beautification
Town Offices & Library Decorations	\$ 4,000.00	Recreation	Annual	Beautification
Sidewalk Maintenance	\$ 10,250.00	DPW	Annual	Public Safety
Tree Maintenance (town-wide)	\$ 10,000.00	Tree Warden	Annual	Public Safety
Town Common Tree Maintenance	\$ 7,322.00	Tree Warden	Annual	Public Safety
Main Street Tree and Park Maint. (Street Landscaping)	\$ 2,000.00	Tree Warden	Annual	Public Safety
Special Event Overtime	\$ 10,000.00	Police Department	Annual	Public Safety
Recon Power Bikes - Recon Interceptor	\$ 5,369.00	Police Department	NEW	Public Safety
Protective Firefighting Gear	\$ 13,500.00	Fire Department	Annual	Public Safety
Special Event Overtime	\$ 7,300.00	Fire Department	Annual	Public Safety
Cedar Lake (Town Beach) Water Treatment	\$ 1,795.00	Recreation	Annual	Recreation
Town Common Summer Concert Series	\$ 4,000.00	Recreation	Annual	Recreation
Decorations for Town Common	\$ 4,445.00	Recreation	Annual	Recreation
Turner's Field - Infield Rehab	\$ 6,819.00	Recreation	NEW	Recreation
SLAC / Great Ponds Weed & Safety Program	\$ 6,000.00	SLAC	Annual	Recreation
Funding for Special Events in the Community	\$ 6,000.00	Special Event Comm.	Annual	Recreation

Available Funds \$ 119,785.00
Approved by Betterment Committee \$ 119,785.00
Balance: \$ -

APPROVED

Category	Amount	% Allocated
Beautification	\$ 24,985.00	20.86%
Public Safety	\$ 65,741.00	54.88%
Recreation	\$ 29,059.00	24.26%
Total	\$ 119,785.00	