

Essex Finance Committee
April 2, 2015
7:30pm
Essex Elementary School

Members Present: Ken Riehl, David Gabor, Justin Bourgette, Mark McKenna and Jeff Soulard

1. Transfers

Approved one transfer by unanimous vote (attached).

2. FY16 Budget

The Committee voted to approve the final budget tables, capital schedule and Tax Rate Analysis to be used in the Finance Committee Report.

The Town Accountant will create the remaining charts and tables to complete the 2015 Finance Committee Report. She will work with Jeff Soulard and the Town Administrator to finalize the 2015 Finance Committee Report next week.

The Committee discussed the Town Hall Repair project, with Jeff Soulard passing on information from his discussion with the Town Administrator. The detailed cost estimate will be received next week and is expected to come in around \$4 million.

At our last meeting, we had discussed using \$3 million of funds available from the sale of Conomo Point properties to get the project started and work to keep costs down and get other funding approved when needed. Based on discussions with the Town Administrator, we would not be able to put the project out to bid if only a portion of the expected project cost has a dedicated funding source. This would mean finding additional funding to cover the difference between the final project estimate and the \$3 million discussed above. We could use additional Conomo Point sales proceeds our issue debt for the additional amount.

The Committee would prefer not to issue debt to fund this project and has voted to use up to \$3.8 million of the Conomo Point sales proceeds for this project. We will have a better understanding of the cost upon receipt of the cost estimate next week and will meet with the Board of Selectmen prior to Town Meeting to discuss the cost estimate and the appropriate amount for the Town Hall Building Project article.

3. Old Business

None

4. New Business

None

5. Public Comment

None

REQUEST FOR A LINE ITEM TRANSFER

Requests are to be made and transfers voted BEFORE any expenditure is incurred.
Please submit only one copy.

To: FINANCE COMMITTEE, Town of Essex:

REQUEST FOR A LINE ITEM TRANSFER FROM ACCOUNT# 1100.2.420.5245.00

Title Bridge Repair

1. Amount Requested \$ 1000.00

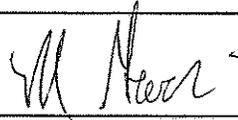
2. To be transferred to account # 1100.2.420.5410.00

Title Fuel

3. Purpose the amount requested will be used for: To cover the fuel bills for the rest of the fiscal year.

4. This expenditure is extraordinary and/or unforeseen for the following reasons: Long, cold, hard winter.

Date: 3/25/15

Signed: 

Department: Highway

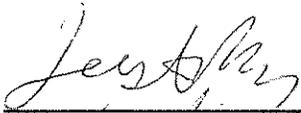
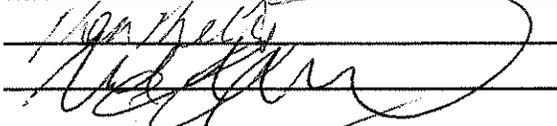
Date of meeting 4/2/15

Vote: Yes No

Transfer voted in the sum of \$ 1,000.00

Transfer disapproved _____

FINANCE COMMITTEE




**TAX RATE ESTIMATE FOR
FISCAL YEAR ENDING JUNE 30, 2016**

	FINAL FY 2015	Recommended FY 2016 Finance Committee	Increase/ (Decrease)
Town Meeting Articles:			
Article 15 Operating	6,102,512.00	6,401,472.00	298,960.00
Article 18 Sewer Enterprise	1,960,987.00	2,007,272.00	46,285.00
Article 19 Water Enterprise	704,202.00	735,872.00	31,670.00
Article 20 MERSD Assessment	6,665,060.00	7,228,425.00	563,365.00
Article 21 ENSA&TSD Assessment	119,433.00	208,958.00	89,525.00
Capital Articles "Attachment A"	183,139.00	4,240,098.00	4,056,959.00
All Other Articles - ATM	167,496.00	216,194.00	48,698.00
All Other Articles FTM	367,540.59		(367,540.59)
Community Preservation	264,054.00	TBD	(264,054.00)
TOTAL ARTICLES	16,534,423.59	21,038,291.00	4,503,867.41
Other Amounts to be Raised:			
Snow and Ice Deficit	-	-	-
Overlay Deficit	-	-	-
Community Preservation	-	-	-
State Assessments & Offsets	92,698.00	93,155.00	457.00
Assessors' Overlay	155,425.97	150,000.00	(5,425.97)
TOTAL OTHER TO BE RAISED	248,123.97	243,155.00	(4,968.97)
LESS:			
State Aid	250,703.00	271,135.00	20,432.00
Estimated Local Receipts	1,549,600.00	1,509,600.00	(40,000.00)
Enterprise Revenue	2,196,278.00	2,274,233.00	77,955.00
Free Cash	597,375.59	579,598.00	(17,777.59)
Free Cash - Enterprise	244,141.00	279,500.00	35,359.00
Community Preservation	264,054.00	TBD	(264,054.00)
Other Available Funds	152,491.00	4,129,194.00	3,976,703.00
TOTAL NON-TAX REVENUE	5,254,642.59	9,043,260.00	3,788,617.41
NET AMOUNT - TAXATION	11,527,904.97	12,238,186.00	710,281.03
LEVY ALLOWED BY PROPOSTION 2 1/2	10,624,384.00	11,022,184.00	397,800.00
Certified New Growth	128,966.00	100,000.00	(28,966.00)
Debt Exclusions	1,238,117.00	1,216,009.00	(22,108.00)
ALLOWED AMOUNT - TAXATION	11,991,467.00	12,338,193.00	346,726.00
(OVER) / UNDER PROPOSITION 2 1/2 LIMIT	463,562.03	100,007.00	(363,555.03)

FY 2015 Value of Property	747,594,356	747,594,356
FY 2015 Tax Rate per \$1,000 of Value	\$ 15.42	
Estimated FY16 Tax Rate		\$ 16.37

	GENERAL	WATER	SEWER, unreserved
FREE CASH CERTIFIED 7/1/14	\$ 1,001,971	\$ 347,772	\$ 213,930
Voted at 11-17-14 FTM	(222,376)	(18,000)	(22,000)
Proposed above for May 2015 ATM oper	(400,000)		
Proposed above for " " S&I, Capital	(179,598)	(47,500)	(132,000)
Net available for future town meetings	\$ 199,997	\$ 282,272	\$ 59,930

Town of Essex
Capital Projects by Department

Department	Project	Fin Com Approved		Requested				
		2016	Priority	2016	2017	2018	2019	2020
Selectmen/C2-16	Conomo Point - Waterfront Access Improvement		2	100,000	150,000	150,000	200,000	200,000
	C5-16 Sidewalk Extension - Story Street		5	75,000				
	C6-16 Sidewalk Extension - Western Ave		6	75,000				
	C4-16 Stabilization Fund - Town Building Improvements		4	20,000	20,000	20,000	20,000	20,000
	C4-16 Stabilization Fund - Recreational Capital Imprvmt		4	20,000	20,000	20,000	20,000	20,000
	C4-16 Stabilization Fund - Vehicles and Equipment		4	20,000	20,000	20,000	20,000	20,000
	C7-16 Computer Infrastructure - Client Computers		7	10,000				
	C1-16 Town Hall and Library - Renovation Design and Construction	3,800,000	1	4,000,000				
	C3-13 Converstion of T.H. oil fired heating system to natural gas		3	40,000				
	C2-17 Replace Town Hall Copier		2		7,000			
	C1-17 New Public Safety Building - Design and Construction		1		8,000,000			
	C1-18 Design & Construction - Elementary School in Manchester		1			6,200,000		
	C2-18 Interior Renovation of Town Hall & Create 3rd flr mtg space					5,000,000		
	C1-24 Design & Construction - Elementary School in Essex							\$3.7M in 2024
Town Clerk	T.H. Vault Independent HVAC System w/dehumidification		1	30,000				
Police	Cruiser		3	39,500				
	Updated Radios for Reserve Officers	17,000	1	17,000				
Fire	Firefighter turnout gear extractor and dryer	15,000	1	15,000				
Ambulance	Replace 2006 Ambulance	230,000	1	230,000				
Harbormaster	Harbor Boat rescue door	6,000	1	6,000				
Council on Aging	Emergency Shower at Senior Center			10,000				
Public Works	Roadwork - outer Conomo, upper Grove, upper Forest		1	112,000				
	Replace Dump Truck #302 plus plow (or lease)		1	51,694				
	Front End Loader (lease/purchase)	32,598	1	32,598	32,598	32,598	32,598	32,598
	Replace VAC-tron (1/3 each Highway, Water, Sewer)		2		22,517			
	Replace Dump Truck #303 with Wing Plow (or lease)		1		186,550			
	Replace 2004 JCB Backhoe #404 (or lease)		1			105,000		
	Replace 2006 Dump Truck with sander #304							136,000
Water	Replace 1 Ton Pick up Truck #402 or 405 (2006 trk to Highway)	37,000	2	37,000				
	MAG meters at Well #1 and #2	10,500	1	10,500				
	Replace VAC-tron (1/3 each Highway, Water, Sewer)		2		22,517			
	Replace Floc/Sedimentation basin equipment		2					\$500k - \$1M
	Replace Utility Truck w/plow #403		1			44,319		
Sewer	Replace truck w/plow and crane (#502)	52,000	1	52,000	-			
	Replace VAC-tron (1/3 each Highway, Water, Sewer)		2		22,516			
	Spare pump for Lift Station #1	40,000	1	40,000				
Total Projects		\$4,240,098		\$5,043,292	\$ 8,503,698	\$ 11,591,917	\$ 292,598	\$ 428,598
Funding Sources:								
	Taxation - Conomo Point Revenue			\$ 100,000				
	Free Cash	64,598		\$ 174,098				
	Sale of Real Estate Fund	3,800,000		4,000,000				
	Chapter 90			313,694				
	Grant			10,000				
	Ambulance Fund	230,000		230,000				
	Waterways Fund	6,000		6,000				
	Technology Fund			10,000				
	Enterprise	139,500		139,500				
	Lease			-				
	Taxation			60,000				
	Total	\$4,240,098		\$5,043,292				

TOWN OF ESSEX
DEBT SCHEDULE - FISCAL YEAR 2016

	FY16 Totals	Balance 6/30/15	Payments Scheduled FY16	Balance 6/30/16
General Fund	\$ 904,327			
DPW Barn (StHsNt) (E)		47,700	35,000	12,700
Interest			2,021	
Town Hall Renovations (BAN)(Ex)		600,000	60,000	540,000
Interest			13,200	
Other General:				
MERSD Assessment Pr		7,743,685	480,049	7,263,636
MERSD Assessment Int			299,057	
ENSA&TSD Debt in Article 24 \$28,008				
Short Term Interest			15,000	
Septic Loan Fund	\$ 26,194			
MWPAT #1 97-1187		26,670	5,334	21,336
MWPAT #2 97-1187-1		15,788	1,962	13,826
MWPAT #3 97-1187-2		110,000	10,000	100,000
MWPAT #4 97-1187-3C		115,667	8,898	106,769
Water Enterprise	\$ 50,120			
Water Treatment Facility		124,000	22,000	102,000
Interest			2,260	
Water Tank Refunding		93,000	11,000	82,000
Interest			2,240	
Other Water (BAN) (B):				
Pond/Harlow Principal		101,000	12,000	89,000
Interest			620	
Sewer Enterprise (B/E)	\$1,269,276			
Sewer Bond 12/04		788,000	87,000	701,000
Interest			17,000	
MWPAT CW-00-52		2,979,877	220,439	2,759,438
Interest			32,137	
Admin Fee			4,167	
MWPAT CW-00-52A		2,408,591	177,662	2,230,929
Interest			25,994	
Admin Fee			3,368	
MWPAT CW-01-02A		1,336,859	101,012	1,235,847
Interest			14,329	
Admin Fee			1,867	
MWPAT CW-01-02B		5,307,354	482,486	4,824,868
Interest			-	
Admin Fee			7,600	
MWPAT CW-01-02C		669,245	55,771	613,474
Interest			-	
Admin Fee			962	
MWPAT CW-01-02D		478,289	36,792	441,497
Interest			-	
Admin Fee			690	
GRAND TOTALS	\$2,249,917		2,249,917	
Maturing Debt Principal		22,945,725	1,807,405	21,138,320

(BAN)=Bond Anticipation Note

(E)= Exempt Debt

(B)=Debt paid by Betterments

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
100 General Government					
114 Moderator					
Stipend	100	100	100	100	100
Expense	-		20	20	20
	100	100	120	120	120
122 Selectmen					
Admin Assistant Salary	53,441	54,043	55,327	56,971	56,971
Town Planner, Part time			10,440	17,271	17,271
Selectmen Stipend	3,000	3,000	3,000	3,000	3,000
Temporary Salary	677		1,035	1,066	1,066
Sick/Vac Pay, Retirees	-		5,500	5,500	5,500
Town Meeting Audio/Visual	2,188	2,023	3,500	3,500	3,500
Town Events, Incidental Expenses	-	-	5,000	5,000	5,000
Procurement/Advertising	982	1,577	1,200	1,200	1,200
Office Supplies	886	886	900	900	900
Advertise Town Resources			10,000	20,000	20,000
Dues and Meetings	1,315	1,586	2,000	2,000	2,000
	62,489	63,115	97,902	116,408	116,408
129 Town Administrator					
Town Administrator Salary	111,600	117,842	121,846	125,500	125,500
Sick Leave Buyback	2,862	3,033	3,124	3,218	3,218
Seminar Fees	665	665	750	750	750
Expenses	623	96	1,000	1,000	1,000
Travel	1,989	1,993	2,000	2,000	2,000
Dues and Memberships	652	463	800	800	800
	118,391	124,092	129,520	133,268	133,268
131 Finance Committee					
Expenses	152	155	410	410	410
Reserve Fund (transfers)	166,241	54,583	85,000	85,000	85,000
	166,393	54,738	85,410	85,410	85,410
135 Town Accountant					
Town Accountant Salary	38,081	38,883	40,008	41,208	41,208
Clerical, part time	4,267	4,331	5,470	5,634	5,634
Seminars	299	135	300	850	850
Annual Audit and GASB	30,000	37,100	31,000	33,000	33,000
Software Support	6,861	10,464	10,800	11,000	11,000
Telephone	386	396	425	425	425
Office Supplies	942	788	950	950	950
Travel	139	119	300	300	300
Dues and Memberships	80	80	100	100	100
	81,055	92,296	89,353	93,467	93,467
141 Assessors					
Senior Clerk	36,667	37,962	39,655	43,063	43,063
Assessors Stipend	14,358	14,574	14,865	15,311	15,311
Junior Clerk, part time	5,817	3,156	10,845	5,562	5,562
Assessment Aids	-		3,000	3,000	3,000
Mapping	2,050	25,750	27,000	25,000	25,000
Bookbinding	-		1,000	500	500

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
Consulting Services	24,000	24,000	30,000	30,000	30,000
Software support	-		6,000	6,000	6,000
Legal Expense	1,000	1,500	1,500	1,500	1,500
Telephone	408	407	550	525	525
Office Supplies	2,132	1,933	2,000	2,000	2,000
Expenses	1,183	64	500	500	500
Dues and Memberships	190	245	300	300	300
	87,805	109,591	137,215	133,261	133,261
145 Treasurer/Collector					
Treasurer/Collector Salary	68,554	69,325	70,974	73,084	73,084
Treasurer/Collector Certification	1,000	1,000	1,000	1,000	1,000
Clerical, full time	41,839	42,251	43,260	44,293	44,293
Sick Leave Buyback	-	-	992	992	992
Copy Machine Expense	-	-	250	250	250
Seminars	802	571	800	800	800
Payroll Processing ADP	5,812	5,843	6,500	7,050	7,050
Contracted Services - Payroll				10,000	10,000
Financial Advisor	2,000	2,500	2,575	2,575	2,575
Collector Legal Expense	5,200	1,204	5,000	5,000	5,000
Tax Title Expense	2,033	800	5,000	5,000	5,000
Interest due on Abatements	1,000		1,000	1,000	1,000
Bank Fees	1,235	1,084	1,500	1,600	1,600
Telephone	449	439	600	600	600
Postage	8,357	7,992	10,050	10,050	10,050
Office Supplies/Equipment	9,598	4,724	5,000	5,000	5,000
Travel	712	660	1,000	1,000	1,000
Dues and Memberships	240	240	240	240	240
	148,831	138,633	155,741	169,534	169,534
151 Legal Expense					
Legal Expense	37,770	68,075	60,000	60,000	60,000
Conomo Point Legal	339,860	289,977	200,000	200,000	200,000
	377,630	358,052	260,000	260,000	260,000
152 Personnel Board					
Personnel Officer Salary	12,400	13,094	13,538	13,945	13,945
Expenses	-	294	500	500	500
	12,400	13,388	14,038	14,445	14,445
153 Internet/Network					
Internet Service	935	1,456	3,000	3,000	3,000
Notification System Support	4,510	4,510	5,000	5,000	5,000
Town Website Support/Maint	4,320	4,320	4,500	4,500	4,500
Melrose IT Hosting	-	4,148	6,300	6,300	6,300
Network Eq & Maintenance	3,000	4,000	4,000	4,000	4,000
	12,765	18,434	22,800	22,800	22,800
161 Town Clerk					
Town Clerk Salary	55,146	55,766	57,093	58,789	58,789
Town Clerk Certification				1,000	1,000
Town Clerk's Assistant				5,332	5,332
Town Clerk Temporary Help	-		156	161	161
Town Clerk Training	912	578	950	1,025	1,025

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
Copy Machine Expense	368	666	800	800	800
Office Supplies	754	796	725	725	725
Parking Tickets	1,406	1,195	1,500	1,750	1,750
Dog Licenses	234	508	500	525	525
Dues and Memberships	85	130	205	230	230
	58,905	59,639	61,929	70,337	70,337
162 Elections					
Election Wages	3,978	-	5,000	5,150	5,150
Ballots	320	329	700	700	700
Voting Lists	11	35	100	100	100
Town Meeting Expenses	68		274	274	274
Election Expenses	5,124	111	4,500	4,500	4,500
	9,501	475	10,574	10,724	10,724
163 Registrars					
Registrars Stipends	1,323	932	1,350	1,350	1,350
Printing	500	210	500	500	500
Supplies	1,714	1,756	1,800	1,800	1,800
	3,537	2,898	3,650	3,650	3,650
165 Licensing Board					
Clerical Stipend	2,480	2,507	2,567	2,644	2,644
Expenses	144	175	175	175	175
	2,624	2,682	2,742	2,819	2,819
171 Conservation Commission					
Conservation Agent	1,985	4,069	7,319	8,015	8,015
Clerical Wages	10,762	7,879	16,261	16,815	16,815
Software Maintenance	-		500	500	500
Telephone	512	413	550	650	650
Expenses	236	888	1,120	1,200	1,200
Dues and Memberships	231	252	275	400	400
	13,726	13,501	26,025	27,580	27,580
175 Planning Board					
Clerical Wages	9,920	11,178	12,463	12,586	12,586
Seminars/Training				400	400
Telephone	394	403	375	403	403
Notices	391	939	1,500	1,500	1,500
Technology	-		350	350	350
Expenses	490	359	500	500	500
	11,195	12,879	15,188	15,739	15,739
176 Appeals Board					
Clerical Wages	401	998	1,324	1,364	1,364
Expenses	462	982	1,000	1,000	1,000
	863	1,980	2,324	2,364	2,364
179 Conomo Point					
Clerical Stipend	2,480	2,507	2,567	2,644	2,644
Conomo Point Stipend	150	150	150	150	150
	2,630	2,657	2,717	2,794	2,794

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
181 Open Space Committee Expenses	-	-	-	-	-
193 Town Property					
Custodian Wages	18,589	19,692	21,314	19,548	19,548
Town Hall Electricity	6,344	5,834	7,760	10,787	10,787
Town Hall Heating Fuel/Natural Gas	17,959	16,544	18,000	18,000	18,000
Town Hall Water Usage	652	571	850	850	850
Town Hall Sewer Usage	1,021	882	1,700	1,700	1,700
Town Hall Fire Alarm Monitor/Test				900	900
Town Hall Generator Maintenance				600	600
Town Hall Generator Fuel				600	600
Greenhead Fly Program				3,600	3,600
Town Hall Office Machines	1,398	10,305	3,000	3,000	3,000
G.I.S. Mapping Services	-		1,000	1,000	1,000
Sr Center Systems Inspection	3,344	4,014	5,000	-	-
Selectmen Telephone	1,718	1,727	2,000	2,768	2,768
Town Hall Office Supplies	3,178	3,477	3,500	3,500	3,500
Town Property Expenses	17,616	11,460	12,000	10,300	10,300
Blanket Liability Insurance	70,239	78,639	99,868	104,861	104,861
	<u>142,058</u>	<u>153,145</u>	<u>175,992</u>	<u>182,014</u>	<u>182,014</u>
195 Town Report Printing	4,000	3,422	4,000	4,000	4,000
GENERAL GOVERNMENT SUMMARY					
Labor	501,877	508,272	568,543	592,266	592,266
Operating Expense	815,021	717,445	728,697	758,468	758,468
	<u>1,316,898</u>	<u>1,225,717</u>	<u>1,297,240</u>	<u>1,350,734</u>	<u>1,350,734</u>
200 Public Safety					
210 Police Department					
Police Chief Salary	92,699	95,114	98,345	101,296	101,296
Police Officer Salaries	420,440	372,366	486,077	512,632	512,632
Police Chief Clerical Wages	35,037	35,336	36,155	36,714	36,714
Part time Police Salaries	100,568	172,308	101,340	89,680	89,680
Police Matron Salary	-	-	500	-	-
Overtime, Extra Investigation	9,824	8,408	10,850	10,850	10,850
Overtime, Shift Coverage	40,861	29,206	45,570	51,968	51,968
Overtime, Incidental	33,110	25,591	19,347	19,347	19,347
Overtime, Safety Officer	386			-	-
Overtime, Prisoner Callout	4,703	4,495	6,400	6,400	6,400
Overtime, Holiday	20,194	18,147	28,930	29,798	29,798
Overtime, Court Detail	3,752	8,397	7,300	7,300	7,300
Night Differential	23,976	20,956	25,500	25,609	25,609
Sick Leave Buyback	7,562	7,588	8,696	8,856	8,856
Inservice Training	14,268	23,433	17,500	17,500	17,500
Educational Stipend	80,552	76,633	95,162	107,059	107,059
Police Ambulance Training	-	1,223	1,050	1,050	1,050
Firearms Training	10,514	16,746	12,382	12,382	12,382
Ambulance Training Expense	200	595	750	750	750
Inservice Training Expense	605	1,660	5,000	5,000	5,000
Vehicle Maintenance				10,000	10,000

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
Seminar Fees	275	528	750	750	750
National Crime Information	1,066	1,130	1,480	1,480	1,480
Drug and Alcohol Testing	5,072	3,156	4,000	4,000	4,000
Telephone	4,004	4,622	5,300	5,300	5,300
Beeper/Radio Repairs	3,828	20,049	4,675	4,675	4,675
Bapern	1,000	1,000	1,056	1,056	1,056
Prisoner Lock-up	6,478	7,047	5,208	-	-
Office Supplies	3,448	3,827	3,450	3,450	3,450
Vehicle Fuel	39,931	32,011	38,790	23,790	23,790
Supplies	6,073	7,627	6,059	6,059	6,059
Uniform Allowance	10,064	19,942	16,000	16,000	16,000
Travel	1,779	888	1,900	1,900	1,900
Dues and Memeberships	2,752	2,662	2,800	2,800	2,800
	985,021	1,022,691	1,098,322	1,125,451	1,125,451
211 ECO Department					
Salaries and Wages	198,152		1,000	1,000	1,000
Training	6,766				
Administrative Stipend	4,420				
Health Insurance	24,484				
Retirement Assessment	26,436	28,222			
FICA Tax	8,061				
Drug and Alcohol Testing	150				
Telephone	560				
Uniforms	625				
Office Expense	4,078	1,637	2,800	2,500	2,500
	273,732	29,859	3,800	3,500	3,500
220 Fire Department					
Fire Chief Salary			7,200	7,200	7,200
Clerical Wages	9,298	9,389	9,614	9,843	9,843
Firefighter Salaries	61,532	96,963	107,609	124,591	124,591
Fire Engineers Stipends	3,797	5,914	9,682	2,800	2,800
Fire Inspection Salaries	2,267	1,239	6,622	6,821	6,821
Fire Training Salaries	5,359	11,713	18,057	18,599	18,599
Forest Fire Salaries	-		2,006	-	-
Fire Training Expense	602	827	850	900	900
Electricity	16,028	17,114	18,000	18,000	18,000
Heating Oil/Natural Gas	8,281	7,490	8,000	8,000	8,000
Water Usage	462	447	950	800	800
Sewer Usage	585	579	1,000	800	800
Station Repair and Maintenance	4,306	8,651	7,500	7,500	7,500
Equipment Repair and Maint.	9,757	6,954	10,600	10,600	10,600
Ladder Testing	-	692	1,200	1,400	1,400
Forest Fire Equipment	3,390	535	3,700	3,700	3,700
Equipment Lease-Pumper	38,652	38,652	38,652	38,652	38,652
Telephone	3,071	3,289	3,000	3,100	3,100
Pagers	4,687	4,958	4,400	4,400	4,400
Propane Gas	518	380	550	550	550
Office Supplies	659	1,247	1,300	1,300	1,300
Vehicle Fuel	8,358	7,760	6,600	6,600	6,600
Other Expenses	8,657	8,756	10,000	10,000	10,000
Fire Prevention	1,361	1,050	1,750	1,750	1,750

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
Uniforms	9,859	15,570	11,000	11,500	11,500
Dues and Memberships	2,080	2,139	2,100	2,100	2,100
	<u>203,566</u>	<u>252,308</u>	<u>291,942</u>	<u>301,506</u>	<u>301,506</u>
231 Ambulance Department					
Ambulance Salaries	19,806	18,775	30,096	30,999	30,999
Ambulance Training Salaries	15,814	8,694	19,061	19,633	19,633
Training Expenses	6,257	5,463	5,300	5,300	5,300
Contracted Billing Services	6,893	7,968	9,400	9,400	9,400
Vehicle Repair and Maintenance	1,490	-	2,000	2,000	2,000
Supplies	8,841	9,706	9,000	9,000	9,000
Affiliation & License Fees	2,250	3,885	3,200	3,300	3,300
	<u>61,351</u>	<u>54,491</u>	<u>78,057</u>	<u>79,632</u>	<u>79,632</u>
241 Building Inspector Dept.					
Building Inspector Salary	12,480	12,667	12,920	13,308	13,308
Asst. Building Inspector Salary	4,368	4,434	4,523	4,659	4,659
Clerical, part time wages	1,715	1,771	2,805	4,949	4,949
Training Expenses	217	493	500	500	500
Telephone	393	400	400	400	400
Expenses	539	558	800	800	800
	<u>19,712</u>	<u>20,323</u>	<u>21,948</u>	<u>24,616</u>	<u>24,616</u>
243 Plumbing Inspector Dept.					
Plumbing Inspector Salary	5,481	5,563	5,674	5,844	5,844
Expenses	100	200	200	200	200
	<u>5,581</u>	<u>5,763</u>	<u>5,874</u>	<u>6,044</u>	<u>6,044</u>
245 Electrical Inspector Dept.					
Electrical Inspector Salary	5,481	5,563	5,674	5,844	5,844
Expenses	100	150	150	150	150
	<u>5,581</u>	<u>5,713</u>	<u>5,824</u>	<u>5,994</u>	<u>5,994</u>
291 Emergency Management Dept					
Director Stipend	300	300	300	300	300
Expenses	1,138	1,192	1,300	1,300	1,300
Dues and Memberships	-	-	150	150	150
	<u>1,438</u>	<u>1,492</u>	<u>1,750</u>	<u>1,750</u>	<u>1,750</u>
292 Animal Inspector Dept.					
Animal Inspector Stipend	3,606	3,660	5,500	5,665	5,665
293 Animal Control Officer					
Animal Control Officer Stipend	3,606	3,660	8,000	12,000	12,000
Expenses	900	943	2,300	2,300	2,300
	<u>4,506</u>	<u>4,603</u>	<u>10,300</u>	<u>14,300</u>	<u>14,300</u>
295 Harbormaster Department					
Harbormaster Deputy Salary	2,323	2,451	8,343	8,593	8,593
Asst Harbormaster Salary	10,726	13,829	8,645	8,904	8,904
Town Landing Ramp Attendant				3,090	3,090
Training Expense				800	800

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
Boat Repairs	4,591	3,487	3,500	8,400	8,400
Pier and Float Maintenance	1,410	1,619	1,650	1,650	1,650
Drug and Alcohol Testing	470	2,011	2,000	2,000	2,000
Mooring Permit Expense	2,617	2,314	3,200	3,200	3,200
Fuel and Oil	2,237	4,253	5,600	5,600	5,600
Buoys	2,139	2,257	2,800	2,800	2,800
Uniforms	1,472	1,437	1,500	1,500	1,500
Incidental Expenses	257	1,240	550	1,200	1,200
	28,242	34,898	37,788	47,737	47,737
299 Shellfish Department					
Shellfish Constable Salary	39,497	39,935	40,891	42,118	42,118
Shellfish Deputy Salary	5,834	6,302	7,370	7,591	7,591
Boat Repairs	745	426	2,000	2,000	2,000
Telephone	353	360	450	450	450
Vehicle Fuel	2,500	1,570	3,500	2,000	2,000
Vehicle Maintenance Expenses	519	77	425	1,500	1,500
Expenses				425	425
Uniforms	125		125	125	125
Dues and Memberships	185		200	200	200
	49,758	48,670	54,961	56,409	56,409
PUBLIC SAFETY SUMMARY					
Labor	1,310,560	1,152,023	1,310,314	1,370,410	1,370,410
Operating Expense	331,534	332,448	305,752	302,194	302,194
	1,642,094	1,484,471	1,616,066	1,672,604	1,672,604
300 Education					
MERSD Assessment				see Article 20	
MERSD Debt Assessment				see Department #700	
Essex No Shore Ag&Tech Assessmt				see Article 21	
Essex No Sh Ag&Tech. Debt Assessmt				see Article 21	
400 Department of Public Works					
420 Highway Department					
Superintendent Salary	75,421	76,258	78,084	86,426	86,426
Assistant Superintendent Salary	34,862	35,248	27,069	27,881	27,881
Clerical Wages	25,494	25,037	26,442	26,954	26,954
Foreman Wages	57,325	57,866	59,174	60,512	60,512
Operator Wages	118,839	120,729	125,908	127,542	127,542
Laborer				18,340	18,340
Stormwater Compliance Wages	427	260	1,500	1,500	1,500
Grounds Maintenance Wages	15,264	18,092	18,827	17,827	17,827
Overtime	4,428	3,851	6,700	6,700	6,700
Sick Leave Buyback	2,623	2,521	2,750	2,808	2,808
Electricity	3,288	3,097	3,800	5,200	5,200
Water Usage	1,224	1,394	1,300	1,350	1,350
Small Equipment Repair	2,107	1,850	2,300	2,300	2,300
Bridge Inspection and Repair	-	-	3,500	3,500	3,500
Equipment Lease	26,698	26,698	-	23,153	23,153
Seminar Fees	600	305	500	500	500
Monitoring Wells	5,200	3,900	5,500	5,500	5,500
Drug and Alcohol Testing	655	350	800	700	700

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
Tree Removal	9,477	5,551	10,500	10,000	10,000
Telephone	1,949	1,968	2,200	2,200	2,200
Fuel	4,952	7,321	7,000	7,000	7,000
Office Supplies	2,125	2,103	2,500	2,500	2,500
Grounds Maintenance Expense	10,562	9,699	10,500	10,000	10,000
Stormwater Compliance Expense	2,785	4,498	7,000	7,000	7,000
Playground Maintenance	9,300	8,943	9,300	9,000	9,000
Truck Fuel	29,652	31,801	31,000	17,000	17,000
Truck Maintenance				14,000	14,000
Highway Maintenance	84,447	86,403	81,000	81,000	81,000
Tools and Supplies	2,950	3,025	3,100	3,100	3,100
Other Maintenance	6,934	7,001	7,100	7,100	7,100
Clothing Allowance	1,760	1,760	1,760	1,760	1,760
Dues and Memberships	742	384	700	700	700
	542,090	547,913	537,814	591,053	591,053
423 Snow and Ice					
Snow Removal OT	22,219	23,913	12,470	13,720	13,720
Snow Removal Contractors	8,900	15,931	10,023	10,223	10,223
Snow Removal Expenses	59,687	88,217	57,085	57,085	57,085
	90,806	128,061	79,578	81,028	81,028
424 Street Lighting	13,521	13,727	13,000	18,070	18,070
430 Transfer Station/Recycling Dept					
Recycling Coordinator Wages	11,801	11,936	12,361	15,050	15,050
Electricity	1,772	1,914	2,308	3,208	3,208
Trash Contract	150,047	156,833	169,760	170,000	170,000
Recycling Contract	16,693	14,958	15,000	16,000	16,000
Hazardous Waste Disposal	3,929	4,263	5,000	5,000	5,000
Inspection Services	500	500	600	1,500	1,500
Telephone	402	409	418	420	420
Sticker Printing	565	567	700	700	700
Maintenance	1,077	1,799	1,500	2,000	2,000
	186,786	193,179	207,647	213,878	213,878
449 Non Enterprise Wastewater					
WWLegal Expense	202	-	16,500	16,500	16,500
	202	-	16,500	16,500	16,500
491 Cemetery Department					
Wages	17,070	24,077	25,182	27,415	27,415
Clerical Wages	3,834	3,453	3,605	3,692	3,692
Part-time Wages	10,642	13,427	15,278	14,706	14,706
Overtime	2,287	1,581	2,782	2,782	2,782
Electricity	139	149	300	390	390
Gas and Fuel			2,000	2,500	2,500
Small Equipment	1,880	2,000	2,000	2,000	2,000
Repair and Maintenance	1,849	2,559	2,500	3,000	3,000
Materials	3,078	3,246	3,000	2,000	2,000
	40,779	50,492	56,647	58,485	58,485

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
6150 Water Enterprise Fund				see Article 19	
6250 Sewer Enterprise Fund				see Article 18	
PUBLIC WORKS SUMMARY					
Labor	402,536	418,249	418,132	453,855	453,855
Operating Expense	471,648	515,123	493,054	525,159	525,159
	874,184	933,372	911,186	979,014	979,014
500 Human Services					
512 Board of Health					
Sanitarian Salary	71,496	72,290	74,019	76,240	76,240
Clerical, full time	43,150	42,194	44,906	45,965	45,965
Nurse Wages	7,069	8,228	9,577	9,864	9,864
Seminar Fees	665	945	900	950	950
Advertising	-	131	550	550	550
Contracted Services	3,147	3,077	3,500	4,000	4,000
Water Testing	415	656	600	700	700
Telephone	850	829	900	1,860	1,860
Postage	345	533	450	450	450
Office Supplies	1,389	1,713	2,000	1,800	1,800
Expenses	903	780	1,400	1,400	1,400
Travel	1,683	972	2,000	1,800	1,800
Dues and Memberships	654	467	550	550	550
	131,766	132,815	141,352	146,129	146,129
520 Social Service Agencies		1,768	2,500	2,500	2,500
Action, Inc.	-				
H.A.W.C.	734				
Northeast Behavioral Health	410				
Senior Care Inc	624				
Wellspring House	-	-			
	1,768	1,768	2,500	2,500	2,500
541 Council on Aging					
Director, part time	391	109	7,665	30,251	30,251
Van Driver Wages	6,240	5,225	13,728	14,420	14,420
Electricity		in Dept #193		2,650	2,650
Heating - Natural Gas		in Dept #193		1,200	1,200
Water/Sewer Utility		in Dept #193		625	625
System Inspection/Maintenance		in Dept #193		5,000	5,000
Telephone		in Dept #193		2,040	2,040
Van Driver Expenses	765	-	1,025	1,050	1,050
Vehicle Maintenance				600	600
Vehicle Fuel	2,021	2,252	2,250	2,500	2,500
Expenses	2,651	5,441	2,840	5,000	5,000
	12,068	13,027	27,508	65,336	65,336
543 Veterans Services					
Regional Assessment	13,013	12,804	14,500	15,000	15,000
Ordinary Benefits	10,390	11,052	20,000	40,000	40,000
	23,403	23,856	34,500	55,000	55,000

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
546 Centennial Grove					
Sanitation Facilities	2,300	2,360	3,500	3,500	3,500
Maintenance	1,000	878	2,200	2,200	2,200
	<u>3,300</u>	<u>3,238</u>	<u>5,700</u>	<u>5,700</u>	<u>5,700</u>
HUMAN SERVICES SUMMARY					
Labor	128,346	128,046	149,895	176,740	176,740
Operating Expense	43,959	46,658	61,665	97,925	97,925
	<u>172,305</u>	<u>174,704</u>	<u>211,560</u>	<u>274,665</u>	<u>274,665</u>
600 Culture and Recreation					
610 Library					
Director Salary	45,245	45,919	48,398	50,040	50,040
Staff Wages	22,201	24,184	28,044	33,335	33,335
Copier Expense	-	395	500	2,490	2,490
Telephone	805	838	800	800	800
Office Supplies	953	1,196	1,300	1,300	1,300
Technology			1,000	1,000	1,000
Library Materials	18,363	21,586	24,000	29,000	29,000
Travel	131	131	150	150	150
MVLIC Membership	12,367	13,413	13,459	13,580	13,580
	<u>100,065</u>	<u>107,662</u>	<u>117,651</u>	<u>131,695</u>	<u>131,695</u>
691 Historical Commission					
Administrative	74	-	1,000	1,000	1,000
Printing	550	-	500	500	500
	<u>624</u>	<u>-</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
692 Memorial Day	858	900	900	900	900
SUMMARY CULTURE AND RECREATION					
Labor	67,446	70,103	76,442	83,375	83,375
Operating Expense	34,101	38,459	43,609	50,720	50,720
	<u>101,547</u>	<u>108,562</u>	<u>120,051</u>	<u>134,095</u>	<u>134,095</u>
700 Debt Service					
 General Fund					
710 Maturing Debt Principal	105,000	105,000	100,000	95,000	95,000
750 Maturing Debt Interest	11,271	7,561	3,864	15,221	15,221
751 B.A.N. Principal and Interest			23,600	-	-
Short Term Interest	3,764	-	15,000	15,000	15,000
	<u>15,035</u>	<u>7,561</u>	<u>42,464</u>	<u>30,221</u>	<u>30,221</u>
District Debt Assessments:					
Manchester Essex Regl Schl	761,705	811,358	795,384	779,106	779,106
Essex No. Shore Agr & Tech Schl	-	6,185		see Article 21	
Water Enterprise Debt				see Article 19	
Sewer Enterprise Debt				see Article 18	
SUMMARY DEBT SERVICE					
Operating Expenses	881,740	930,104	937,848	904,327	904,327

Town of Essex
Article 15 Operating Budget
Fiscal Year 2016 General Fund

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
900 Penions, Benefits and Other					
911 Retirement Asmnt, apportioned	294,569	314,473	371,507	402,786	402,786
912 Employee Benefits					
Worker's Comp Insurance	7,867	4,992	23,204	26,685	26,685
Unemployment Claims	493	3	1,000	1,000	1,000
	8,360	4,995	24,204	27,685	27,685
914 Health Insurance, apportioned	412,116	426,865	555,124	590,400	590,400
945 FICA/Medicare Tax, Town Share	58,643	62,371	63,760	65,162	65,162
SUMMARY PENSIONS, BENEFITS AND OTHER					
Operating Expenses	773,688	808,704	1,014,595	1,086,033	1,086,033
LABOR	2,410,765	2,276,693	2,523,326	2,676,646	2,676,646
OPERATING EXPENSE	3,351,691	3,388,941	3,585,220	3,724,826	3,724,826
GRAND TOTAL ARTICLE 17	5,762,456	5,665,634	6,108,546	6,401,472	6,401,472
					Article 18 - Sewer Enterprise 2,007,272
					Article 19 - Water Enterprise 735,872
					Article 20 - Manchester Essex Regl Schl Distr 7,228,425
					Article 21 - Essex No Sh Agr & Tech Schl Distr 208,958
					Total Operating Budgets 16,581,999

Town of Essex
Article 19 Water Enterprise
Fiscal Year 2016

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
6150 Water Enterprise					
Superintendent Salary	12,570	12,710	13,014	14,404	14,404
Asst. Superintendent Salary	43,576	44,061	54,138	55,762	55,762
Clerical Wages	18,517	18,859	19,035	20,148	20,148
Part time Wages	4,090	6,785	8,655	8,858	8,858
Operator/Tech Salaries	34,820	35,036	36,154	37,016	37,016
Operator Salaries	132,955	134,319	137,341	140,621	140,621
Overtime	16,953	13,989	18,362	18,362	18,362
Sick Leave Buy-back	2,765	4,257	4,537	4,681	4,681
Health Insurance	37,166	37,449	38,500	44,275	44,275
Workers' Comp	3,356	5,295	6,360	8,500	8,500
Retirement Assessment	37,765	40,317	43,707	47,387	47,387
FICA/Medicare Tax	3,299	3,450	4,138	4,138	4,138
Electricity	41,291	40,450	42,000	58,380	58,380
Vehicle & Equipment Leases	4,265	4,265	-	-	-
Sludge Removal	10,446	8,870	11,000	11,500	11,500
Seminar Fees	1,180	922	1,200	2,000	2,000
Drug and Alcohol Testing	110	365	500	500	500
Well Cleaning	19,639	8,847	23,000	20,000	20,000
EPA & State Mand. Testing	3,522	4,094	4,500	4,500	4,500
Contracted Services	5,255	6,980	7,000	7,000	7,000
Backflow Testing	1,955	1,350	2,100	2,100	2,100
Telephone	2,875	2,871	2,800	2,800	2,800
Fuel	6,503	7,245	7,500	7,500	7,500
Office Supplies	5,423	5,550	6,000	6,000	6,000
Vehicle Fuel	6,786	9,850	8,500	7,000	7,000
Vehicle Maintenance				2,000	2,000
Tools & Supplies	3,485	3,783	4,000	4,000	4,000
Chemicals	74,740	75,137	87,000	85,000	85,000
Lab Supplies	2,480	3,229	3,500	3,500	3,500
Other Maintenance	24,446	21,125	25,930	26,000	26,000
Materials	3,322	2,941	3,500	3,500	3,500
Meter Reading Units	9,700	1,068	1,500	1,500	1,500
Pipe Fittings and Meters	6,741	9,887	10,000	9,000	9,000
Uniform Allowance	1,320	1,320	1,320	1,320	1,320
Dues and Memberships	2,578	2,231	2,600	2,500	2,500
Liability Insurance	11,004	11,399	12,000	14,000	14,000
Bond Principal	30,000	30,000	30,000	33,000	33,000
Bond Interest	12,300	11,175	10,013	4,500	4,500
Short Term Principal & Interest	13,556	12,751	12,798	12,620	12,620
	652,754	644,232	704,202	735,872	735,872
SUMMARY WATER ENTERPRISE					
Labor	266,246	270,016	291,236	299,852	299,852
Operating Expense	386,508	374,216	412,966	436,020	436,020
	652,754	644,232	704,202	735,872	735,872

Town of Essex
Article 18 Sewer Enterprise
Fiscal Year 2016

	FY 2013 Expended	FY 2014 Expended	FY 2015 Budget	FY 2016 Requested	FY16 FIN COM Recommended
6250 Sewer Enterprise					
Superintendent Salary	12,570	12,710	13,014	14,404	14,404
Asst. Superintendent Salary	8,716	8,812	9,023	9,294	9,294
Clerical Wages	17,575	17,461	18,812	19,147	19,147
System II/Wastewater Tech	34,820	35,036	36,154	37,016	37,016
Operator/Tech Wages	34,255	34,580	35,379	35,933	35,933
Overtime	12,091	12,250	15,780	15,780	15,780
Workers Comp	-	-	1,365	1,365	1,365
Sick Leave Buy-back	1,182	1,200	1,224	1,224	1,224
Health Insurance	26,105	27,559	28,500	32,775	32,775
Retirement Assessment	18,883	20,159	21,853	23,694	23,694
FICA/Medicare Tax	1,853	1,853	2,369	2,369	2,369
Electricity	24,116	24,519	28,500	39,615	39,615
Seminar Fees	-	-	400	400	400
Drug & Alcohol Testing	-	60	240	240	240
Contract - City of Gloucester	313,275	357,143	390,000	429,000	429,000
Backflow Testing	700	315	800	800	800
Telephone	1,537	1,696	2,000	2,000	2,000
Fuel	2,479	2,713	4,500	4,000	4,000
Office Supplies/SCADA Sftwre	5,662	6,756	8,200	8,200	8,200
Vehicle Fuel	2,645	5,265	4,000	4,000	4,000
Vehicle Maintenance				1,500	1,500
Tools & Supplies	6,754	6,545	7,500	7,500	7,500
Chemicals	5,090	6,019	6,200	6,200	6,200
Maintenance	50,883	31,725	40,000	35,000	35,000
Materials	1,117	1,199	1,500	1,500	1,500
Clothing Allowance	440	440	440	440	440
Dues and Memberships	283	300	400	400	400
Liability Insurance	3,060	3,277	4,200	4,200	4,200
MWPAT Admin & Orig Fees	23,980	22,239	20,464	18,654	18,654
Bond Principal	1,115,332	1,126,398	1,139,720	1,161,162	1,161,162
Bond Interest	145,266	132,108	118,450	89,460	89,460
	<u>1,870,669</u>	<u>1,900,337</u>	<u>1,960,987</u>	<u>2,007,272</u>	<u>2,007,272</u>
SUMMARY SEWER ENTERPRISE					
Labor	120,027	120,849	128,162	131,574	131,574
Operating Expense	1,750,642	1,779,488	1,832,825	1,875,698	1,875,698
	<u>1,870,669</u>	<u>1,900,337</u>	<u>1,960,987</u>	<u>2,007,272</u>	<u>2,007,272</u>