

**PACKET**

**JAN 17**

**2017**

**FY18**

**BUDGET**

DATE: JANUARY 17, 2017  
TO: BOARD OF SELECTMEN  
FROM: NAN BALMER, TOWN ADMINISTRATOR  
RE: FY 18 BUDGET

**REQUESTED ACTION:**

1. RECEIVE TOWN ADMINISTRATOR'S RECOMMENDATIONS ON DEPARTMENTAL BUDGETS;
2. CONSIDER POSITION ON REQUESTS FOR NEW PERSONNEL;
3. CONSIDER POSITION ON FACILITIES' CAPITAL REQUESTS

**BACKGROUND:**

1. DEPARTMENTAL BUDGETS: Under the Town Code, the Town Administrator is required to prepare recommendations on on all departmental operating budgets except for the school budget.
  - By December 15<sup>th</sup>, the Board of Selectmen submitted comment as required on all departmental budgets under the Board's jurisdiction.
  - Recommended FY 18 capital budget and long range financial strategies were submitted and considered separately.
  - By January 15, the Town Administrator is required to submit comments on all budgets under other bodies. These are in the Selectmen's Dropbox, posted on the website and were submitted separately to the Chair of the Finance Committee.

*I would like to publicly thank Financial Analyst Elizabeth Doucette for the many hours she spent developing detailed departmental budget recommendations. This foundation of her work will be used to improve Wayland's financial management going forward.*

2. NEW PERSONNEL:
  - The Board of Selectmen also considered requests for new personnel and agreed to support the addition of 6 hours per week to the departmental assistant position in Conservation.
  - The Board requested to hear the position of the Personnel Board (attached) prior to deciding its own position on requests for new personnel.
3. CAPITAL REQUESTS
  - The Facilities Director submitted the attached summary of the Finance Committee's position on capital requests. Please let me know if the Board would like to request the Finance Committee's reconsideration of the Finance committee's decision not to support developing plans for improvements to Town Building.

Remaining projects, as time permits include: 1) Revolving Funds, 2) Enterprise Funds, 3) Departmental Revenue / Comprehensive Fee Schedule, 4) Analysis of fuel and utility calculations, 5) Update on 5 year capital plan.

CC: Finance Committee

DATE: JANUARY 17, 2017  
TO: NAN BALMER  
FROM: ELIZABETH DOUCETTE, FINANCIAL RESEARCH / ANALYST  
RE: GENERAL FUND DEPARTMENT BUDGETS

The attached packet contains a 5-page summary of the analysis conducted on all General Fund departmental budgets and individual Summary and Detail pages for each department.

The 5-page summary details FY2016 Actual, 2017 Approved, 2018 Department Requested and 2018 Town Administrator Recommended amounts, with variance explanations.

Overall, the Town Administrator Recommendation is to decrease the Operating Budget by \$277,156 and to move \$145,000 from the Capital Budget to the DPW Operating Budget.

**FY18 BUDGETS: TOWN DEPARTMENTS - GENERAL FUND**

January 17, 2017

| GENERAL FUND DEPARTMENTS      | 2016<br>ACTUAL | 2017<br>APPROVED | 2018<br>DEPT REQUESTED | \$ Variance<br>FY 17 / FY 18 | % Variance<br>FY 17 / FY 18 | Variance Explanation<br>FY17 APPR/FY18 DEPT REQ   | FY18<br>TA RECOMMENDED | \$ Variance<br>REQ / REC | Variance Explanation<br>FY18 DEPT REQ /TA REC                            |
|-------------------------------|----------------|------------------|------------------------|------------------------------|-----------------------------|---|------------------------|--------------------------|--|
| <b>SELECTMEN</b>              |                |                  |                        |                              |                             |   |                        |                          |  |
| TOTAL PURCHASE SERVICE        | 25,662         | 24,000           | 28,000                 | 4,000                        | 16.67%                      |   |                        |                          | Consolidated supplies in Town Office, and Dues, Memberships in Selectmen |
| TOTAL SUPPLIES                | -3,830         | 6,000            | 0                      | -6,000                       | -100.00%                    |   |                        |                          | Increase for Communication Specialist                                    |
| <b>TOTAL SELECTMEN</b>        | <b>21,832</b>  | <b>30,000</b>    | <b>28,000</b>          | <b>-2,000</b>                | <b>-6.67%</b>               |   | <b>40,000</b>          | <b>12,000</b>            |  |
| <b>TOWN OFFICE</b>            |                |                  |                        |                              |                             | Contractual personnel increases and transfer from salary reserve for prior year, moved Dues, Memberships to Selectman                                   |                        |                          | Consolidated supplies in Town Office, and Dues, Memberships in Selectmen |
| TOTAL PERSONNEL SERVICES      | 452,832        | 435,000          | 477,900                | 42,900                       | 9.86%                       |   |                        |                          | Decrease Supplies & Postage based on usage                               |
| TOTAL PURCHASE SERVICE        | 12,369         | 10,000           | 11,000                 | 1,000                        | 10.00%                      |   |                        |                          |  |
| TOTAL SUPPLIES                | 58,499         | 71,500           | 65,000                 | -6,500                       | -9.09%                      |   |                        |                          |  |
| <b>TOTAL TOWN OFFICE</b>      | <b>523,700</b> | <b>516,500</b>   | <b>553,900</b>         | <b>37,400</b>                | <b>7.24%</b>                |   | <b>544,852</b>         | <b>-9,048</b>            |  |
| <b>PERSONNEL BOARD</b>        |                |                  |                        |                              |                             | Unchanged   |                        |                          | Unchanged  |
| TOTAL PERSONNEL SERVICES      | 2,578          | 5,000            | 5,000                  | 0                            | 0.00%                       |   |                        |                          |  |
| TOTAL PURCHASE SERVICE        | 5,557          | 10,000           | 10,000                 | 0                            | 0.00%                       |   |                        |                          |  |
| <b>TOTAL PERSONNEL BOARD</b>  | <b>8,135</b>   | <b>15,000</b>    | <b>15,000</b>          | <b>0</b>                     | <b>0.00%</b>                |   | <b>15,000</b>          | <b>0</b>                 |  |
| <b>FINANCE</b>                |                |                  |                        |                              |                             | Salary increase for Benefits Mgr, transfer from salary reserve for prior year, increase for ClearGov, CAFR filing, decrease to contractual service line |                        |                          | Salary adjustment to actual<br>Decrease Supplies based on usage          |
| TOTAL PERSONNEL SERVICES      | 322,273        | 338,618          | 346,746                | 8,128                        | 2.40%                       |   |                        |                          |  |
| TOTAL PURCHASE SERVICE        | 68,548         | 53,700           | 60,200                 | 6,500                        | 12.10%                      |   |                        |                          |  |
| TOTAL SUPPLIES                | 63             | 3,000            | 3,000                  | 0                            | 0.00%                       |   |                        |                          |  |
| <b>TOTAL FINANCE</b>          | <b>390,884</b> | <b>395,318</b>   | <b>409,946</b>         | <b>14,628</b>                | <b>3.70%</b>                |   | <b>408,332</b>         | <b>-1,614</b>            |  |
| <b>ASSESSOR</b>               |                |                  |                        |                              |                             |   |                        |                          | Salary adjustment to actual  |
| TOTAL PERSONNEL SERVICES      | 252,899        | 259,626          | 260,391                | 765                          | 0.29%                       |   |                        |                          |  |
| TOTAL PURCHASE SERVICE        | 44,712         | 49,150           | 46,050                 | -3,100                       | -6.31%                      |   |                        |                          |  |
| TOTAL SUPPLIES                | 2,778          | 3,100            | 3,100                  | 0                            | 0.00%                       |   |                        |                          |  |
| <b>TOTAL ASSESSOR</b>         | <b>300,389</b> | <b>311,876</b>   | <b>309,541</b>         | <b>-2,335</b>                | <b>-0.75%</b>               |   | <b>310,544</b>         | <b>1,003</b>             |  |
| <b>TREASURER</b>              |                |                  |                        |                              |                             | Increase borrowing costs, 2 employees certified/attending conferences, launch of new payment capabilities   |                        |                          | Salary adjustment to actual  |
| TOTAL PERSONNEL SERVICES      | 167,806        | 190,104          | 191,448                | 1,344                        | 0.71%                       |   |                        |                          |  |
| TOTAL PURCHASE SERVICE        | 119,743        | 99,900           | 110,200                | 10,300                       | 10.31%                      |   |                        |                          |  |
| TOTAL SUPPLIES                | 106            | 200              | 200                    | 0                            | 0.00%                       |   |                        |                          |  |
| <b>TOTAL TREASURER</b>        | <b>287,655</b> | <b>290,204</b>   | <b>301,848</b>         | <b>11,644</b>                | <b>4.01%</b>                |   | <b>301,962</b>         | <b>114</b>               |  |
| <b>LEGAL</b>                  |                |                  |                        |                              |                             | Increase for River's Edge and Special Counsel   |                        |                          | Unchanged  |
| TOTAL PURCHASE SERVICE        | 160,817        | 175,000          | 200,000                | 25,000                       | 14.29%                      |   |                        |                          |  |
| <b>TOTAL LEGAL</b>            | <b>160,817</b> | <b>175,000</b>   | <b>200,000</b>         | <b>25,000</b>                | <b>14.29%</b>               |   | <b>200,000</b>         | <b>0</b>                 |  |
| <b>INFORMATION TECHNOLOGY</b> |                |                  |                        |                              |                             | Increase for server infrastructure upgrades and annual support for firewall, Munis, Vmware, MS365, antivirus and endpoint management                    |                        |                          | Salary adjustment to actual  |
| TOTAL PERSONNEL SERVICES      | 86,450         | 287,669          | 287,669                | 0                            | 0.00%                       |   |                        |                          |  |
| TOTAL PURCHASE SERVICE        | 140,951        | 43,790           | 312,117                | 268,327                      | 612.76%                     |   |                        |                          |  |
| TOTAL SUPPLIES                | 233,380        | 465,814          | 265,500                | -200,314                     | -43.00%                     |   |                        |                          |  |
| <b>TOTAL INFORMATION TECH</b> | <b>460,781</b> | <b>797,273</b>   | <b>865,286</b>         | <b>68,013</b>                | <b>8.53%</b>                |   | <b>868,641</b>         | <b>3,355</b>             |  |

NOTE: BUDGET DETAIL FOLLOWING THIS DOCUMENT IS SUBJECT TO CHANGE

FY18 BUDGETS: TOWN DEPARTMENTS - GENERAL FUND

January 17, 2017

| GENERAL FUND DEPARTMENTS     | 2016<br>ACTUAL | 2017<br>APPROVED | 2018<br>DEPT REQUESTED | \$ Variance<br>FY 17 / FY 18 | % Variance<br>FY 17 / FY 18 | Variance Explanation<br>FY17 APPR / FY18 DEPT REQ   | FY18<br>TA RECOMMENDED | \$ Variance<br>REQ / REC | Variance Explanation<br>FY18 DEPT REQ / TA REC  |
|------------------------------|----------------|------------------|------------------------|------------------------------|-----------------------------|---|------------------------|--------------------------|---|
| <b>TOWN CLERK</b>            |                |                  |                        |                              |                             |   |                        |                          | Salary adjustment to actual   |
| TOTAL PERSONNEL SERVICES     | 121,526        | 125,781          | 126,484                | 703                          | 0.56%                       |   |                        |                          | Realigned with Elections budget   |
| TOTAL PURCHASE SERVICE       | 13,775         | 15,930           | 19,140                 | 3,210                        | 20.15%                      |   |                        |                          | All Elections expenditures moved to Elections   |
| TOTAL SUPPLIES               | 2,930          | 1,400            | 1,400                  | 0                            | 0.00%                       |   |                        |                          |   |
| <b>TOTAL TOWN CLERK</b>      | <b>138,231</b> | <b>143,111</b>   | <b>147,024</b>         | <b>3,913</b>                 | <b>2.73%</b>                |   | <b>146,340</b>         | <b>-684</b>              |   |
| <b>ELECTIONS</b>             |                |                  |                        |                              |                             |   |                        |                          | Salary adjustment to actual   |
| TOTAL PERSONNEL SERVICES     | 17,858         | 37,908           | 10,692                 | -27,216                      | -71.79%                     |   |                        |                          | Realigned with Clerks budget  |
| TOTAL PURCHASE SERVICE       | 3,867          | 1,000            | 1,400                  | 400                          | 40.00%                      |   |                        |                          | All Elections expenditures moved to Elections   |
| TOTAL SUPPLIES               | 7,604          | 9,170            | 4,330                  | -4,840                       | -52.78%                     |   |                        |                          |   |
| <b>TOTAL ELECTIONS</b>       | <b>29,329</b>  | <b>48,078</b>    | <b>16,422</b>          | <b>-31,656</b>               | <b>-65.84%</b>              |   | <b>14,013</b>          | <b>-2,409</b>            |   |
| <b>REGISTRAR</b>             |                |                  |                        |                              |                             |   |                        |                          | Unchanged   |
| TOTAL PERSONNEL SERVICES     | 275            | 275              | 1,075                  | 800                          | 290.91%                     |   |                        |                          |   |
| TOTAL PURCHASE SERVICE       | 3,676          | 5,000            | 4,625                  | -375                         | -7.50%                      |   |                        |                          |   |
| TOTAL SUPPLIES               | 0              | 0                | 0                      | 0                            | #DIV/0!                     |   |                        |                          |   |
| <b>TOTAL REGISTRAR</b>       | <b>3,951</b>   | <b>5,275</b>     | <b>5,700</b>           | <b>425</b>                   | <b>8.06%</b>                |   | <b>5,700</b>           | <b>0</b>                 |   |
| <b>CONSERVATION</b>          |                |                  |                        |                              |                             | Unchanged<br>personnel at lower steps,<br>increase for signage & tree<br>removal                            |                        |                          | Salary adjustment to actual<br>six (6) additional hours<br>for Department Assistant,<br>Decrease supplies based<br>on usage, include previously<br>omitted seasonal employees |
| TOTAL PERSONNEL SERVICES     | 150,188        | 177,902          | 154,196                | -23,706                      | -13.33%                     |   |                        |                          |   |
| TOTAL PURCHASE SERVICE       | 13,245         | 23,000           | 33,000                 | 10,000                       | 43.48%                      |   |                        |                          |   |
| TOTAL SUPPLIES               | 11,365         | 18,200           | 14,400                 | -3,800                       | -20.88%                     |   |                        |                          |   |
| <b>TOTAL CONSERVATION</b>    | <b>182,798</b> | <b>219,102</b>   | <b>201,596</b>         | <b>-17,506</b>               | <b>-7.99%</b>               |   | <b>214,512</b>         | <b>12,916</b>            |   |
| <b>PLANNING</b>              |                |                  |                        |                              |                             |   |                        |                          | Salary adjustment to actual   |
| TOTAL PERSONNEL SERVICES     | 106,399        | 105,000          | 105,000                | 0                            | 0.00%                       |   |                        |                          |   |
| TOTAL PURCHASE SERVICE       | 1,185          | 3,000            | 3,500                  | 500                          | 16.67%                      |   |                        |                          |   |
| TOTAL SUPPLIES               | 1,725          | 1,500            | 1,000                  | -500                         | -33.33%                     |   |                        |                          |   |
| <b>TOTAL PLANNING</b>        | <b>109,309</b> | <b>109,500</b>   | <b>109,500</b>         | <b>0</b>                     | <b>0.00%</b>                |   | <b>109,767</b>         | <b>267</b>               |   |
| <b>SURVEYOR</b>              |                |                  |                        |                              |                             | Decrease in   |                        |                          | Salary adjustment to actual<br>usage  |
| TOTAL PERSONNEL SERVICES     | 165,319        | 168,118          | 168,118                | 0                            | 0.00%                       |   |                        |                          |   |
| TOTAL PURCHASE SERVICE       | 14,584         | 23,000           | 23,000                 | 0                            | 0.00%                       |   |                        |                          |   |
| TOTAL SUPPLIES               | 2,030          | 4,150            | 4,250                  | 100                          | 2.41%                       |   |                        |                          |   |
| <b>TOTAL SURVEYOR</b>        | <b>181,933</b> | <b>195,268</b>   | <b>195,368</b>         | <b>100</b>                   | <b>0.05%</b>                |   | <b>190,019</b>         | <b>-5,349</b>            |   |
| <b>FACILITIES</b>            |                |                  |                        |                              |                             | Decrease in<br>utility costs due<br>to anticipated solar<br>savings and<br>decrease in<br>commodity pricing |                        |                          | Salary adjustment to actual<br>Decrease supplies & services<br>based on usage   |
| TOTAL PERSONNEL SERVICES     | 265,605        | 277,932          | 279,130                | 1,198                        | 0.43%                       |   |                        |                          |   |
| TOTAL PURCHASE SERVICE       | 702,105        | 837,500          | 777,000                | -60,500                      | -7.22%                      |   |                        |                          |   |
| TOTAL SUPPLIES               | 26,413         | 49,000           | 43,000                 | 0                            | 0.00%                       |   |                        |                          |   |
| <b>TOTAL FACILITIES</b>      | <b>994,123</b> | <b>1,158,432</b> | <b>1,099,130</b>       | <b>-59,302</b>               | <b>-5.12%</b>               |   | <b>1,067,098</b>       | <b>-32,032</b>           |   |
| <b>MISC COMMITTEES</b>       |                |                  |                        |                              |                             |   |                        |                          | Unchanged   |
| TOTAL PURCHASE SERVICE       | 46,482         | 47,275           | 47,275                 | 0                            | 0.00%                       |   |                        |                          |   |
| <b>TOTAL MISC COMMITTEES</b> | <b>46,482</b>  | <b>47,275</b>    | <b>47,275</b>          | <b>0</b>                     | <b>0.00%</b>                |   | <b>47,275</b>          | <b>0</b>                 |   |

**FY18 BUDGETS: TOWN DEPARTMENTS - GENERAL FUND**

January 17, 2017

| GENERAL FUND DEPARTMENTS           | 2016<br>ACTUAL   | 2017<br>APPROVED | 2018<br>DEPT REQUESTED | \$ Variance<br>FY 17 / FY 18 | % Variance<br>FY 17 / FY 18 | Variance Explanation<br>FY17 APPR/FY18 DEPT REQ  | 2018<br>TA RECOMMENDED | \$ Variance<br>REQ / REC | Variance Explanation<br>FY18 DEPT REQ / TA REC  |
|------------------------------------|------------------|------------------|------------------------|------------------------------|-----------------------------|--|------------------------|--------------------------|---|
| <b>POLICE</b>                      |                  |                  |                        |                              |                             | Step increases,<br>increases mandated<br>through collective<br>bargaining,<br>anticipated<br>reduction in<br>fuel cost             |                        |                          | Salary adjustment to actual<br>increase in employees receiving<br>Educational incentive<br>Decrease expenses based<br>on usage              |
| TOTAL PERSONNEL SERVICES           | 2,260,188        | 2,356,693        | 2,467,460              | 110,767                      | 4.70%                       |  |                        |                          |   |
| TOTAL PURCHASE SERVICE             | 149,093          | 140,710          | 140,710                | 0                            | 0.00%                       |  |                        |                          |   |
| TOTAL SUPPLIES                     | 127,241          | 169,400          | 161,400                | -8,000                       | -4.72%                      |  |                        |                          |   |
| <b>TOTAL POLICE</b>                | <b>2,536,522</b> | <b>2,666,803</b> | <b>2,769,570</b>       | <b>102,767</b>               | <b>3.85%</b>                |  | <b>2,776,635</b>       | <b>7,065</b>             |   |
| <b>JCC COMMUNICATION</b>           |                  |                  |                        |                              |                             | Step increases,<br>shift differential &<br>addition of new<br>Dispatcher<br>Coordinator position,<br>increased telephone<br>costs  |                        |                          | Salary adjustment to actual   |
| TOTAL PERSONNEL SERVICES           | 478,809          | 496,675          | 505,045                | 8,370                        | 1.69%                       |  |                        |                          |   |
| TOTAL PURCHASE SERVICE             | 22,416           | 21,600           | 23,600                 | 2,000                        | 9.26%                       |  |                        |                          |   |
| TOTAL SUPPLIES                     | 4,457            | 5,500            | 5,500                  | 0                            | 0.00%                       |  |                        |                          |   |
| <b>TOTAL JCC COMMUNICATIONS</b>    | <b>505,682</b>   | <b>523,775</b>   | <b>534,145</b>         | <b>10,370</b>                | <b>1.98%</b>                |  | <b>535,721</b>         | <b>1,576</b>             |   |
| <b>EMERGENCY MANAGEMENT</b>        |                  |                  |                        |                              |                             | Unchanged  |                        |                          | Unchanged   |
| TOTAL PURCHASE SERVICE             | 15,384           | 16,000           | 16,000                 | 0                            | 0.00%                       |  |                        |                          |   |
| TOTAL SUPPLIES                     | 7,238            | 7,000            | 7,000                  | 0                            | 0.00%                       |  |                        |                          |   |
| <b>TOTAL EMERGENCY MNGMT</b>       | <b>22,622</b>    | <b>23,000</b>    | <b>23,000</b>          | <b>0</b>                     | <b>0.00%</b>                |  | <b>23,000</b>          | <b>0</b>                 |   |
| <b>DOG OFFICER</b>                 |                  |                  |                        |                              |                             | Unchanged  |                        |                          | Revised to<br>contract amount   |
| TOTAL PURCHASE SERVICE             | 21,652           | 21,500           | 21,500                 | 0                            | 0.00%                       |  |                        |                          |   |
| <b>TOTAL DOG OFFICER</b>           | <b>21,652</b>    | <b>21,500</b>    | <b>21,500</b>          | <b>0</b>                     | <b>0.00%</b>                |  | <b>21,653</b>          | <b>153</b>               |   |
| <b>FIRE &amp; AMBULANCE</b>        |                  |                  |                        |                              |                             | Increase in ambulance<br>report and services,<br>EMS calls, training<br>needs, medication<br>& uniform costs,<br>vehicle equipment |                        |                          | Salary adjustment to actual<br>Decrease expenses<br>based on usage  |
| TOTAL PERSONNEL SERVICES           | 2,251,212        | 2,492,921        | 2,492,921              | 0                            | 0.00%                       |  |                        |                          |   |
| TOTAL PURCHASE SERVICE             | 65,297           | 76,900           | 72,500                 | -4,400                       | -5.72%                      |  |                        |                          |   |
| TOTAL SUPPLIES                     | 167,578          | 181,500          | 193,500                | 12,000                       | 6.61%                       |  |                        |                          |   |
| <b>TOTAL FIRE</b>                  | <b>2,484,087</b> | <b>2,751,321</b> | <b>2,758,921</b>       | <b>7,600</b>                 | <b>0.28%</b>                |  | <b>2,677,922</b>       | <b>-80,999</b>           |   |
| <b>BUILDING &amp; ZONING</b>       |                  |                  |                        |                              |                             | Plumbing, gas<br>and electrical<br>Inspectors increase<br>of 1 hour per week,<br>Building inspector<br>step increase               |                        |                          | Salary adjustment to actual<br>Increase contractual<br>services to include<br>Weights & Measures, further<br>breakout of line item accounts |
| TOTAL PERSONNEL SERVICES           | 294,236          | 311,498          | 314,440                | 2,942                        | 0.94%                       |  |                        |                          |   |
| TOTAL PURCHASE SERVICE             | 10,067           | 12,000           | 12,000                 | 0                            | 0.00%                       |  |                        |                          |   |
| TOTAL SUPPLIES                     | 135              | 2,501            | 2,501                  | 0                            | 0.00%                       |  |                        |                          |   |
| <b>TOTAL BUILDING &amp; ZONING</b> | <b>304,438</b>   | <b>325,999</b>   | <b>328,941</b>         | <b>2,942</b>                 | <b>0.90%</b>                |  | <b>319,204</b>         | <b>-9,737</b>            |   |
| <b>REGIONAL VOCATIONAL SCHOOL</b>  |                  |                  |                        |                              |                             |  |                        |                          | Revised based on<br>current cost estimates  |
| TOTAL PURCHASE SERVICE             | 109,056          | 68,618           | 185,000                | 116,382                      | 169.61%                     |  |                        |                          |   |
| <b>TOTAL REGIONAL VOC SCHOOL</b>   | <b>109,056</b>   | <b>68,618</b>    | <b>185,000</b>         | <b>116,382</b>               | <b>169.61%</b>              |  | <b>185,000</b>         | <b>0</b>                 |   |

**FY18 BUDGETS: TOWN DEPARTMENTS - GENERAL FUND**

January 17, 2017

| GENERAL FUND DEPARTMENTS       | 2016<br>ACTUAL   | 2017<br>APPROVED | 2018<br>DEPT REQUESTED | \$ Variance<br>FY 17 / FY 18 | % Variance<br>FY 17 / FY 18 | Variance Explanation<br>FY17 APPR/FY18 DEPT REQ   | 2018<br>TA RECOMMENDED | \$ Variance<br>FY18 REQ / REC | Variance Explanation<br>FY18 DEPT REQ / TA REC                                     |
|--------------------------------|------------------|------------------|------------------------|------------------------------|-----------------------------|---|------------------------|-------------------------------|--|
| <b>HIGHWAY</b>                 |                  |                  |                        |                              |                             | Decrease gas & catch B<br>New - building repair   |                        |                               | Salary adjustments to actual<br>Decrease equipment &<br>vehicle repair             |
| TOTAL PERSONNEL SERVICES       | 851,281          | 1,030,407        | 1,061,417              | 31,010                       | 3.01%                       | Increase Equip & vehicle  |                        |                               |  |
| TOTAL PURCHASE SERVICE         | 229,185          | 227,700          | 359,000                | 131,300                      | 57.66%                      | repair, Road maint  |                        |                               |  |
| TOTAL SUPPLIES                 | 72,825           | 74,800           | 95,500                 | 20,700                       | 27.67%                      | New - gravel purch &<br>material disposal   | 70,000                 |                               | Moved to Operating<br>\$70,000 from Capital  |
| <b>TOTAL HIGHWAY</b>           | <b>1,153,291</b> | <b>1,332,907</b> | <b>1,515,917</b>       | <b>183,010</b>               | <b>13.73%</b>               | Salary inc step and position  | <b>1,506,272</b>       | <b>-9,645</b>                 |  |
| <b>PARK / CEMETERY</b>         |                  |                  |                        |                              |                             | Decrease gasoline<br>Increase Tree maint  |                        |                               | Salary adjustments to actual<br>Decrease landscape<br>materials                    |
| TOTAL PERSONNEL SERVICES       | 497,670          | 556,441          | 598,576                | 42,135                       | 7.57%                       |   |                        |                               |  |
| TOTAL PURCHASE SERVICE         | 179,919          | 185,500          | 195,000                | 9,500                        | 5.12%                       |   |                        |                               |  |
| TOTAL SUPPLIES                 | 106,752          | 107,500          | 122,000                | 14,500                       | 13.49%                      |   | 75,000                 |                               | Moved to Operating<br>\$75,000 from Capital  |
| <b>TOTAL PARK / CEMETERY</b>   | <b>784,341</b>   | <b>849,441</b>   | <b>915,576</b>         | <b>66,135</b>                | <b>7.79%</b>                |   | <b>896,131</b>         | <b>-19,445</b>                |  |
| <b>SNOW REMOVAL</b>            |                  |                  |                        |                              |                             |   |                        |                               | Unchanged  |
| TOTAL PERSONNEL SERVICES       | 96,602           | 125,000          | 125,000                | 0                            | 0.00%                       |   |                        |                               |  |
| TOTAL PURCHASE SERVICE         | 94,078           | 110,000          | 110,000                | 0                            | 0.00%                       |   |                        |                               |  |
| TOTAL SUPPLIES                 | 230,640          | 215,000          | 215,000                | 0                            | 0.00%                       |   |                        |                               |  |
| <b>TOTAL SNOW REMOVAL</b>      | <b>421,320</b>   | <b>450,000</b>   | <b>450,000</b>         | <b>0</b>                     | <b>0.00%</b>                |   | <b>450,000</b>         | <b>0</b>                      |  |
| <b>TRANSFER STATION</b>        |                  |                  |                        |                              |                             |   |                        |                               | Unchanged  |
| TOTAL PURCHASE SERVICE         | 19,282           | 65,000           | 65,000                 | 0                            | 0.00%                       |   |                        |                               |  |
| <b>TOTAL TRANSFER STATION</b>  | <b>19,282</b>    | <b>65,000</b>    | <b>65,000</b>          | <b>0</b>                     | <b>0.00%</b>                |   | <b>65,000</b>          | <b>0</b>                      |  |
| <b>BOARD OF HEALTH</b>         |                  |                  |                        |                              |                             | increase salary for<br>nurses   |                        |                               | Salary adjustment to actual<br>Reduced Hazardous<br>Waste pickup based<br>on usage |
| TOTAL PERSONNEL SERVICES       | 649,490          | 672,884          | 699,543                | 26,659                       | 3.96%                       |   |                        |                               |  |
| TOTAL PURCHASE SERVICE         | 144,114          | 166,256          | 166,936                | 680                          | 0.41%                       |   |                        |                               |  |
| TOTAL SUPPLIES                 | 11,731           | 17,100           | 17,100                 | 0                            | 0.00%                       |   |                        |                               |  |
| <b>TOTAL BOARD OF HEALTH</b>   | <b>805,335</b>   | <b>856,240</b>   | <b>883,579</b>         | <b>27,339</b>                | <b>3.19%</b>                |   | <b>884,251</b>         | <b>672</b>                    |  |
| <b>VETERANS SERVICES</b>       |                  |                  |                        |                              |                             | Unchanged   |                        |                               | Unchanged  |
| TOTAL PURCHASE SERVICE         | 39,419           | 44,000           | 44,000                 | 0                            | 0.00%                       |   |                        |                               |  |
| TOTAL SUPPLIES                 | 2,999            | 4,000            | 4,000                  | 0                            | 0.00%                       |   |                        |                               |  |
| <b>TOTAL VETERANS SERVICES</b> | <b>42,418</b>    | <b>48,000</b>    | <b>48,000</b>          | <b>0</b>                     | <b>0.00%</b>                |   | <b>48,000</b>          | <b>0</b>                      |  |
| <b>COUNCIL ON AGING</b>        |                  |                  |                        |                              |                             | Step increase for<br>Project Coordinator,<br>Licensing &<br>organizational<br>membership increase,<br>Tax work off<br>min wage increase |                        |                               | Salary adjustment to actual<br>Move several expenditures<br>to Facilities budget   |
| TOTAL PERSONNEL SERVICES       | 200,989          | 207,486          | 208,282                | 796                          | 0.38%                       |   |                        |                               |  |
| TOTAL PURCHASE SERVICE         | 36,100           | 46,700           | 51,300                 | 4,600                        | 9.85%                       |   |                        |                               |  |
| TOTAL SUPPLIES                 | 9,675            | 9,300            | 7,300                  | -2,000                       | -21.51%                     |   |                        |                               |  |
| <b>TOTAL COUNCIL ON AGING</b>  | <b>246,764</b>   | <b>263,486</b>   | <b>266,882</b>         | <b>3,396</b>                 | <b>1.25%</b>                |   | <b>264,693</b>         | <b>-2,189</b>                 |  |

**FY18 BUDGETS: TOWN DEPARTMENTS - GENERAL FUND**

January 17, 2017

| GENERAL FUND DEPARTMENTS         | 2016<br>ACTUAL    | 2017<br>APPROVED  | 2018<br>DEPT REQUESTED | \$ Variance<br>FY 17 / FY 18 | % Variance<br>FY 17 / FY 18 | Variance Explanation<br>FY17 APPR/FY18 DEPT REQ                   | 2018<br>TA RECOMMENDED | \$ Variance<br>REQ / REC | Variance Explanation<br>FY18 DEPT REQ / TA REC                       |                 |   |
|----------------------------------|-------------------|-------------------|------------------------|------------------------------|-----------------------------|---|------------------------|--------------------------|--|-----------------|---|
| <b>YOUTH SERVICES</b>            |                   |                   |                        |                              |                             |   |                        |                          |  |                 |   |
| TOTAL PERSONNEL SERVICES         | 217,977           | 222,400           | 223,150                | 750                          | 0.34%                       | Pilot community education program and prevention program expenses |                        |                          | Salary adjustment to actual<br>Increase services for meeting minutes |                 |   |
| TOTAL PURCHASE SERVICE           | 2,786             | 2,850             | 3,850                  | 1,000                        | 35.09%                      |   |                        |                          |  |                 |   |
| TOTAL SUPPLIES                   | 1,115             | 1,225             | 1,625                  | 400                          | 32.65%                      |   |                        |                          |  |                 |   |
| <b>TOTAL YOUTH SERVICES</b>      | <b>221,878</b>    | <b>226,475</b>    | <b>228,625</b>         | <b>2,150</b>                 | <b>0.95%</b>                |   | <b>227,471</b>         | <b>-1,154</b>            |  |                 |   |
| <b>LIBRARY</b>                   |                   |                   |                        |                              |                             |   |                        |                          |  |                 |   |
| TOTAL PERSONNEL SERVICES         | 806,012           | 823,000           | 836,000                | 13,000                       | 1.58%                       | Increase for books & materials, & supplies                        |                        |                          | Salary adjustment to actual<br>Decrease for furniture & book drops   |                 |   |
| TOTAL PURCHASE SERVICE           | 43,968            | 47,700            | 48,200                 | 500                          | 1.05%                       |   |                        |                          |  |                 |   |
| TOTAL SUPPLIES                   | 184,146           | 185,500           | 202,000                | 16,500                       | 8.89%                       |   |                        |                          |  |                 |   |
| <b>TOTAL LIBRARY</b>             | <b>1,034,126</b>  | <b>1,056,200</b>  | <b>1,086,200</b>       | <b>30,000</b>                | <b>2.84%</b>                |   | <b>1,059,593</b>       | <b>-26,607</b>           |  |                 |   |
| <b>RECREATION</b>                |                   |                   |                        |                              |                             |   |                        |                          |  |                 |   |
| TOTAL PERSONNEL SERVICES         | 163,184           | 172,000           | 175,000                | 3,000                        | 1.74%                       |   |                        |                          | Salary adjustment to actual  |                 |   |
| <b>TOTAL RECREATION</b>          | <b>163,184</b>    | <b>172,000</b>    | <b>175,000</b>         | <b>3,000</b>                 | <b>1.74%</b>                |   |                        | <b>172,135</b>           |  | <b>-2,865</b>   |   |
| <b>DEBT SERVICE</b>              |                   |                   |                        |                              |                             |   |                        |                          |  |                 |   |
| TOTAL DEBT SERVICES              | 163,184           | 172,000           | 175,000                | 3,000                        | 1.74%                       | Recommendation from Financial Advisor                             |                        |                          |  |                 |   |
| <b>TOTAL DEBT SERVICE</b>        | <b>7,653,109</b>  | <b>7,507,251</b>  | <b>7,544,703</b>       | <b>37,452</b>                | <b>0.50%</b>                |   |                        | <b>7,544,703</b>         | <b>0</b>   |                 |   |
| <b>RETIREMENT</b>                |                   |                   |                        |                              |                             |   |                        |                          |  |                 |   |
| TOTAL PERSONNEL SERVICES         | 3,971,988         | 4,235,414         | 4,362,369              | 126,955                      | 3.00%                       | Recommendation from Segal Consulting                              |                        |                          |  |                 |   |
| <b>TOTAL RETIREMENT</b>          | <b>3,971,988</b>  | <b>4,235,414</b>  | <b>4,362,369</b>       | <b>126,955</b>               | <b>3.00%</b>                |   |                        | <b>4,362,369</b>         | <b>0</b>   |                 |   |
| <b>UNCLASSIFIED</b>              |                   |                   |                        |                              |                             |   |                        |                          |  |                 |   |
| INSURANCE GENERAL                | 576,157           | 615,000           | 615,000                | 0                            | 0.00%                       |   |                        |                          | Decrease of Reserve Fund & Retirement BuyBack                        |                 |   |
| INSURANCE 32B                    | 6,587,478         | 7,165,000         | 7,165,000              | 0                            | 0.00%                       |   |                        |                          |  |                 |   |
| MEDICARE                         | 595,336           | 580,000           | 590,000                | 10,000                       | 1.72%                       |   |                        |                          |  |                 |   |
| UNEMPLOYMENT                     | 61,326            | 50,000            | 50,000                 | 0                            | 0.00%                       |   |                        |                          |  |                 |   |
| NON-CONTRIBUTORY RETIREMENT      | 225               | -                 | -                      | 0                            | 0.00%                       |   |                        |                          |  |                 |   |
| POLICE/FIRE DISABILITY           | 10,171            | 15,000            | 15,000                 | 0                            | 0.00%                       |   |                        |                          |  |                 |   |
| RESERVE FOR SAL ADJUSTMENTS      | 374,000           | 50,000            | 925,000                | 875,000                      | 1750.00%                    |   |                        |                          |  |                 |   |
| OCCUPATIONAL HEALTH              | 6,046             | 8,000             | 8,000                  | 0                            | 0.00%                       |   |                        |                          |  |                 |   |
| RETIREMENT/BUYBACK               | 23,740            | 40,000            | 40,000                 | 0                            | 0.00%                       |   |                        |                          |  |                 |   |
| TOWN MEETING                     | 105,853           | 100,000           | 100,000                | 0                            | 0.00%                       |   |                        |                          |  |                 |   |
| STREET LIGHTING                  | 121,421           | 130,000           | 130,000                | 0                            | 0.00%                       |   |                        |                          |  |                 |   |
| RESERVE FUND                     | 300,000           | 275,000           | 275,000                | 0                            | 0.00%                       |   |                        |                          |  |                 |   |
| <b>TOTAL UNCLASSIFIED</b>        | <b>8,761,753</b>  | <b>9,028,000</b>  | <b>9,913,000</b>       | <b>885,000</b>               | <b>9.80%</b>                |   |                        | <b>9,800,500</b>         |  | <b>-112,500</b> |   |
| <b>TOTAL GENERAL FUND BUDGET</b> | <b>35,103,197</b> | <b>36,928,642</b> | <b>38,581,464</b>      |                              |                             |   |                        | <b>38,304,308</b>        |  | <b>-277,156</b> | <b>\$277,156 decrease<br/>\$145,000 moved from<br/>Capital to Operating</b> |



## SELECTMEN - 1220

|          |                                  |                                  | <b>FY16</b>     | <b>FY17</b>     | <b>FY17 YTD</b>   | <b>FY18</b>           | <b>FY18 TA</b>     |
|----------|----------------------------------|----------------------------------|-----------------|-----------------|-------------------|-----------------------|--------------------|
|          |                                  |                                  | <b>ACTUAL</b>   | <b>BUDGET</b>   | <b>11/30/2016</b> | <b>DEPT REQUESTED</b> | <b>RECOMMENDED</b> |
| 10122002 | 52:EXPENSES:PURCHASE OF SERVICES |                                  |                 |                 |                   |                       |                    |
|          | 52100                            | CONTRACTUAL SERVICES             | \$4,443         | \$5,000         | \$8,620           | \$8,000               | \$20,000           |
|          | 52112                            | TRAINING & EDUCATION             | \$10,844        | \$8,000         | \$55              | \$8,000               | \$2,000            |
|          | 52113                            | TRAVEL                           |                 |                 |                   |                       | \$1,000            |
|          | 52114                            | DUES, SUBSCRIPTIONS, MEMBERSHIPS | \$10,377        | \$11,000        | \$4,061           | \$12,000              | \$16,000           |
|          | <b>SUBTOTAL</b>                  |                                  | \$25,664        | \$24,000        | \$12,736          | \$28,000              | \$39,000           |
|          | 54:EXPENSES:SUPPLIES             |                                  |                 |                 |                   |                       |                    |
|          | 54100                            | SUPPLIES                         | -\$4,086        | \$3,000         | \$0               | \$0                   |                    |
|          | 54116                            | BEAUTIFICATION                   | \$256           | \$3,000         | \$0               | \$0                   |                    |
|          | <b>SUBTOTAL</b>                  |                                  | -\$3,830        | \$6,000         | \$0               | \$0                   |                    |
|          | 55:EXPENSES:OTHER                |                                  |                 |                 |                   |                       |                    |
|          | 55676                            | MEETINGS & CONFERENCES           |                 |                 |                   |                       | \$1,000            |
|          | <b>SUBTOTAL</b>                  |                                  |                 |                 |                   |                       | \$1,000            |
|          | <b>EXPENSES TOTAL</b>            |                                  | \$21,834        | \$30,000        | \$12,736          | \$28,000              | \$40,000           |
|          | <b>DEPARTMENT TOTAL</b>          |                                  | <b>\$21,834</b> | <b>\$30,000</b> | <b>\$12,736</b>   | <b>\$28,000</b>       | <b>\$40,000</b>    |

**SELECTMEN - 1220**  
**FY18 BUDGET DETAIL**

|          |                                  |                                     |  |  |          |          |          |          |          |
|----------|----------------------------------|-------------------------------------|--|--|----------|----------|----------|----------|----------|
| 10122002 | 52:EXPENSES:PURCHASE OF SERVICES |                                     |  |  |          |          |          |          |          |
|          | 52100                            | CONTRACTUAL SERVICES                |  |  |          | \$20,000 |          |          |          |
|          |                                  | Communications Specialist           |  |  | \$15,000 |          |          |          |          |
|          |                                  | Other                               |  |  | \$5,000  |          |          |          |          |
|          | 52112                            | TRAINING & EDUCATION                |  |  |          | \$2,000  |          |          |          |
|          | 52113                            | TRAVEL                              |  |  |          | \$1,000  |          |          |          |
|          | 52114                            | DUES, SUBSCRIPTIONS, MEMBERSHIPS    |  |  |          | \$16,000 |          |          |          |
|          |                                  | MMA, MMMA, ICMA, METROPOLITAN, MAPC |  |  |          |          |          |          |          |
|          |                                  | <b>SUBTOTAL</b>                     |  |  |          |          | \$39,000 |          |          |
|          | 55:EXPENSES:OTHER                |                                     |  |  |          |          |          |          |          |
|          | 55676                            | MEETINGS & CONFERENCES              |  |  |          | \$1,000  |          |          |          |
|          |                                  | <b>SUBTOTAL</b>                     |  |  |          |          | \$1,000  |          |          |
|          |                                  | <b>EXPENSES TOTAL</b>               |  |  |          |          |          | \$40,000 |          |
|          |                                  | <b>DEPARTMENT TOTAL</b>             |  |  |          |          |          |          | \$40,000 |

## TOWN OFFICE - 1230

|          |                                    | FY16             | FY17             | FY17 YTD         | FY18             | FY18 TA          |
|----------|------------------------------------|------------------|------------------|------------------|------------------|------------------|
|          |                                    | ACTUAL           | BUDGET           | 11/30/2016       | DEPT REQUESTED   | RECOMMENDED      |
| 10123001 | 51:PERSONNEL SERVICES              |                  |                  |                  |                  |                  |
|          | 51001 SALARIES                     | \$452,833        | \$435,000        | \$187,341        | \$477,900        | \$467,977        |
|          | 51200 STIPEND                      |                  |                  |                  |                  | \$9,875          |
|          | <b>PERSONNEL SERVICES TOTAL</b>    | <b>\$452,833</b> | <b>\$435,000</b> | <b>\$187,341</b> | <b>\$477,900</b> | <b>\$477,852</b> |
| 10123002 | 52: EXPENSES: PURCHASE OF SERVICES |                  |                  |                  |                  |                  |
|          | 52100 CONTRACTUAL SERVICES         | \$7,137          | \$5,000          | \$3,076          | \$5,000          | \$5,000          |
|          | 52112 TRAINING & EDUCATION         | \$75             |                  |                  |                  | \$1,500          |
|          | 52113 TRAVEL                       |                  |                  |                  |                  | \$1,000          |
|          | 52116 EQUIPMENT REPAIR             | \$0              | \$0              | \$98             | \$0              | \$0              |
|          | 52130 PRINTING                     | \$5,158          | \$5,000          | \$35             | \$6,000          | \$3,000          |
|          | <b>SUBTOTAL</b>                    | <b>\$12,370</b>  | <b>\$10,000</b>  | <b>\$3,209</b>   | <b>\$11,000</b>  | <b>\$10,500</b>  |
|          | 54:EXPENSES:SUPPLIES               |                  |                  |                  |                  |                  |
|          | 54100 SUPPLIES                     | \$32,234         | \$38,500         | \$12,900         | \$35,000         | \$1,000          |
|          | 54118 OFFICE SUPPLIES              |                  |                  |                  |                  | \$26,000         |
|          | 54121 POSTAGE                      | \$26,263         | \$33,000         | \$12,812         | \$30,000         | \$26,000         |
|          | <b>SUBTOTAL</b>                    | <b>\$58,497</b>  | <b>\$71,500</b>  | <b>\$25,712</b>  | <b>\$65,000</b>  | <b>\$53,000</b>  |
|          | 55:EXPENSES:OTHER                  |                  |                  |                  |                  |                  |
|          | 55600 ADVERTISING CLASSIFIED       |                  |                  |                  |                  | \$500            |
|          | 55602 ADVERTISING LEGAL            |                  |                  |                  |                  | \$1,000          |
|          | 55676 MEETINGS & CONFERENCES       |                  |                  |                  |                  | \$2,000          |
|          | <b>SUBTOTAL</b>                    |                  |                  |                  |                  | <b>\$3,500</b>   |
|          | <b>EXPENSES TOTAL</b>              | <b>\$70,868</b>  | <b>\$81,500</b>  | <b>\$28,922</b>  | <b>\$76,000</b>  | <b>\$67,000</b>  |
|          | <b>DEPARTMENT TOTAL</b>            | <b>\$523,701</b> | <b>\$516,500</b> | <b>\$216,263</b> | <b>\$553,900</b> | <b>\$544,852</b> |
|          |                                    |                  |                  |                  |                  |                  |
|          |                                    |                  |                  |                  |                  |                  |
|          |                                    |                  |                  |                  |                  |                  |
|          |                                    |                  |                  |                  |                  |                  |
|          |                                    |                  |                  |                  |                  |                  |

**TOWN OFFICE - 1230**  
**FY18 BUDGET DETAIL**

*(Based on 52.2 weeks)*

|          |                                       |                                 |         |                                     |          |           |  |                  |                  |
|----------|---------------------------------------|---------------------------------|---------|-------------------------------------|----------|-----------|--|------------------|------------------|
| 10123001 | 51:PERSONNEL SERVICES                 |                                 |         |                                     |          |           |  |                  |                  |
|          | 51001 SALARIES                        |                                 |         |                                     |          |           |  | \$467,977        |                  |
|          |                                       | BALMER, NANETTE                 |         | TOWN ADMINISTRATOR                  |          | \$158,608 |  |                  |                  |
|          |                                       | N15                             | 86.8132 | HRLY                                |          |           |  |                  |                  |
|          |                                       | SENCYSHYN, JOHN                 |         | ASST TOWN ADMINISTRATOR/HR DIR      |          | \$122,710 |  |                  |                  |
|          |                                       | N13 - STEP 10                   | 67.1647 | HRLY                                |          |           |  |                  |                  |
|          |                                       | DOUCETTE, ELIZABETH             |         | FINANCIAL R3ESEARH/ANALYST          |          | \$69,832  |  |                  |                  |
|          |                                       | N6 - STEP 10                    | 38.2220 | HRLY                                |          |           |  |                  |                  |
|          |                                       | DINAPOLI, MARYANN               |         | EXEC ASSTISTANT-TOWN ADM            |          | \$63,599  |  |                  |                  |
|          |                                       | N5 - STEP 10                    | 34.8106 | HRLY                                |          |           |  |                  |                  |
|          |                                       | VACANT                          |         | HR ASSISTANT                        |          | \$53,229  |  |                  |                  |
|          |                                       | N3 - STEP 10                    | 29.1344 | HRLY                                |          |           |  |                  |                  |
|          | 51200 STIPEND                         |                                 |         |                                     |          |           |  | \$9,875          |                  |
|          |                                       | BALMER, NANETTE                 |         | Travel                              |          | \$3,000   |  |                  |                  |
|          |                                       | O'BRIEN, KATELYN                |         | (BoS meeting minutes \$7,500/12*11) |          | \$6,875   |  |                  |                  |
|          |                                       | <b>PERSONNEL SERVICES TOTAL</b> |         |                                     |          |           |  | <b>\$477,852</b> |                  |
| 10123002 | 52:EXPENSES:PURCHASE OF SERVICES      |                                 |         |                                     |          |           |  | \$10,500         |                  |
|          | 52100 CONTRACTUAL SERVICES            |                                 |         |                                     | \$5,000  |           |  |                  |                  |
|          | 52112 TRAINING & EDUCATION            |                                 |         |                                     | \$1,500  |           |  |                  |                  |
|          | 52113 TRAVEL                          |                                 |         |                                     | \$1,000  |           |  |                  |                  |
|          | 52116 EQUIPMENT REPAIRS & MAINTENANCE |                                 |         |                                     | \$0      |           |  |                  |                  |
|          | 52130 PRINTING                        |                                 |         |                                     | \$3,000  |           |  |                  |                  |
|          | 54:EXPENSES:SUPPLIES                  |                                 |         |                                     |          |           |  | \$53,000         |                  |
|          | 54100 SUPPLIES                        |                                 |         |                                     | \$1,000  |           |  |                  |                  |
|          | 54118 OFFICE SUPPLIES                 |                                 |         |                                     | \$26,000 |           |  |                  |                  |
|          | 54121 POSTAGE                         |                                 |         |                                     | \$26,000 |           |  |                  |                  |
|          | 55:EXPENSES:OTHER                     |                                 |         |                                     |          |           |  | \$3,500          |                  |
|          | 55600 ADVERTISING CLASSIFIED          |                                 |         |                                     | \$500    |           |  |                  |                  |
|          | 55602 ADVERTISING LEGAL               |                                 |         |                                     | \$1,000  |           |  |                  |                  |
|          | 55676 MEETINGS & CONFERENCES          |                                 |         |                                     | \$2,000  |           |  |                  |                  |
|          | <b>EXPENSES TOTAL</b>                 |                                 |         |                                     |          |           |  | <b>\$67,000</b>  |                  |
|          | <b>DEPARTMENT TOTAL</b>               |                                 |         |                                     |          |           |  |                  | <b>\$544,852</b> |

## PERSONNEL BOARD - 1240

|              |                                  |                                  | FY16<br>ACTUAL | FY17<br>BUDGET  | FY17 YTD<br>11/30/2016 | FY18<br>DEPT REQUESTED | FY18 TA<br>RECOMMENDED |
|--------------|----------------------------------|----------------------------------|----------------|-----------------|------------------------|------------------------|------------------------|
| 10124001     | 51:PERSONNEL SERVICES            |                                  |                |                 |                        |                        |                        |
|              | 51922                            | ADJ FUND                         | \$2,579        | \$5,000         | \$0                    | \$5,000                | \$5,000                |
|              | <b>PERSONNEL SERVICES TOTAL</b>  |                                  | <b>\$2,579</b> | <b>\$5,000</b>  | <b>\$0</b>             | <b>\$5,000</b>         | <b>\$5,000</b>         |
| 10124002     | 52:EXPENSES:PURCHASE OF SERVICES |                                  |                |                 |                        |                        |                        |
|              | 52100                            | CONTRACTUAL SERVICES             | \$3,131        | \$5,000         | \$765                  | \$5,000                | \$2,000                |
|              | 52112                            | TRAINING & EDUCATION             | \$2,427        | \$5,000         | \$1,806                | \$5,000                | \$1,000                |
|              | 52113                            | TRAVEL                           |                |                 |                        |                        | \$500                  |
|              | 52114                            | DUES, SUBSCRIPTIONS, MEMBERSHIPS |                |                 |                        |                        | \$250                  |
|              | <b>SUBTOTAL</b>                  |                                  |                |                 |                        |                        | <b>\$3,750</b>         |
|              | 55:EXPENSES:OTHER                |                                  |                |                 |                        |                        |                        |
|              | 55600                            | ADVERTISING CLASSIFIED           |                |                 |                        |                        | \$5,650                |
|              | 55676                            | MEETINGS & CONFERENCES           |                |                 |                        |                        | \$600                  |
|              | <b>SUBTOTAL</b>                  |                                  |                |                 |                        |                        | <b>\$6,250</b>         |
|              | <b>EXPENSES TOTAL</b>            |                                  | <b>\$5,558</b> | <b>\$10,000</b> | <b>\$2,571</b>         | <b>\$10,000</b>        | <b>\$10,000</b>        |
| <b>TOTAL</b> |                                  |                                  | <b>\$8,136</b> | <b>\$15,000</b> | <b>\$2,571</b>         | <b>\$15,000</b>        | <b>\$15,000</b>        |
|              |                                  |                                  |                |                 |                        |                        |                        |
|              |                                  |                                  |                |                 |                        |                        |                        |
|              |                                  |                                  |                |                 |                        |                        |                        |

## PERSONNEL BOARD - 1240

### FY18 BUDGET DETAIL

|                         |                                  |                                  |  |  |       |         |  |            |                 |
|-------------------------|----------------------------------|----------------------------------|--|--|-------|---------|--|------------|-----------------|
|                         |                                  |                                  |  |  |       |         |  |            |                 |
| 10124001                | 51:PERSONNEL SERVICES            |                                  |  |  |       |         |  | \$5,000    |                 |
|                         | 51922                            | ADJ FUND                         |  |  |       | \$5,000 |  |            |                 |
|                         | <b>PERSONNEL SERVICES TOTAL</b>  |                                  |  |  |       |         |  |            | <b>\$5,000</b>  |
| 10124002                | 52:EXPENSES:PURCHASE OF SERVICES |                                  |  |  |       |         |  | \$3,750.00 |                 |
|                         | 52100                            | CONTRACTUAL SERVICES             |  |  |       | \$2,000 |  |            |                 |
|                         | 52112                            | TRAINING & EDUCATION             |  |  |       | \$1,000 |  |            |                 |
|                         | 52113                            | TRAVEL                           |  |  |       | \$500   |  |            |                 |
|                         | 52114                            | DUES, SUBSCRIPTIONS, MEMBERSHIPS |  |  |       | \$250   |  |            |                 |
|                         |                                  | MMPA DUES                        |  |  | \$250 |         |  |            |                 |
|                         | 55:EXPENSES:OTHER                |                                  |  |  |       |         |  | \$6,250.00 |                 |
|                         | 55600                            | ADVERTISING CLASSIFIED           |  |  |       | \$5,650 |  |            |                 |
|                         | 55676                            | MEETINGS & CONFERENCES           |  |  |       | \$600   |  |            |                 |
|                         | <b>EXPENSES TOTAL</b>            |                                  |  |  |       |         |  |            | <b>\$10,000</b> |
| <b>DEPARTMENT TOTAL</b> |                                  |                                  |  |  |       |         |  |            | <b>\$15,000</b> |

## FINANCE - 1350

|                         |                                   |                        | FY16<br>ACTUAL   | FY17<br>BUDGET   | FY17 YTD<br>11/30/2016 | FY18<br>DEPT REQUESTED | FY18 TA<br>RECOMMENDED |
|-------------------------|-----------------------------------|------------------------|------------------|------------------|------------------------|------------------------|------------------------|
| 10135001                | 51:PERSONNEL SERVICES             |                        |                  |                  |                        |                        |                        |
|                         | 51001                             | SALARIES               | \$322,274        | \$337,118        | \$140,657              | \$345,246              | \$348,632              |
|                         | 51140                             | OVERTIME               | \$0              | \$1,500          | \$0                    | \$1,500                | \$1,500                |
|                         | <b>PERSONNEL SERVICES TOTAL</b>   |                        | <b>\$322,274</b> | <b>\$338,618</b> | <b>\$140,657</b>       | <b>\$346,746</b>       | <b>\$350,132</b>       |
| 10135002                | 52: EXPENSES:PURCHASE OF SERVICES |                        |                  |                  |                        |                        |                        |
|                         | 52100                             | CONTRACTUAL SERVICES   | \$67,225         | \$45,000         | \$40,152               | \$58,500               | \$55,000               |
|                         | 52112                             | TRAINING & EDUCATION   | \$668            | \$8,000          | \$999                  | \$1,000                | \$1,500                |
|                         | 52113                             | TRAVEL                 | \$0              | \$0              | \$0                    | \$0                    | \$300                  |
|                         | 52114                             | DUES,SUBSCRIPTIONS,MEM | \$655            | \$700            | \$509                  | \$700                  | \$700                  |
|                         | <b>SUBTOTAL</b>                   |                        | <b>\$68,548</b>  | <b>\$53,700</b>  | <b>\$41,660</b>        | <b>\$60,200</b>        | <b>\$57,500</b>        |
|                         | 54:EXPENSES:SUPPLIES              |                        |                  |                  |                        |                        |                        |
|                         | 54100                             | SUPPLIES               | \$64             | \$3,000          | \$0                    | \$3,000                | \$500                  |
|                         | <b>SUBTOTAL</b>                   |                        | <b>\$64</b>      | <b>\$3,000</b>   | <b>\$0</b>             | <b>\$3,000</b>         | <b>\$500</b>           |
|                         | 55:EXPENSES:OTHER                 |                        |                  |                  |                        |                        |                        |
|                         | 55676                             | MEETINGS & CONFERENCES |                  |                  |                        |                        | \$200                  |
|                         | <b>SUBTOTAL</b>                   |                        |                  |                  |                        |                        | <b>\$200</b>           |
|                         | <b>EXPENSES TOTAL</b>             |                        | <b>\$68,611</b>  | <b>\$56,700</b>  | <b>\$41,660</b>        | <b>\$63,200</b>        | <b>\$58,200</b>        |
| <b>DEPARTMENT TOTAL</b> |                                   |                        | <b>\$390,885</b> | <b>\$395,318</b> | <b>\$182,317</b>       | <b>\$409,946</b>       | <b>\$408,332</b>       |
|                         |                                   |                        |                  |                  |                        |                        |                        |
|                         |                                   |                        |                  |                  |                        |                        |                        |
|                         |                                   |                        |                  |                  |                        |                        |                        |
|                         |                                   |                        |                  |                  |                        |                        |                        |
|                         |                                   |                        |                  |                  |                        |                        |                        |

**FINANCE - 1350**  
**FY18 BUDGET DETAIL**

*(Based on 52.2 weeks)*

|          |  |                     |         |                            |             |           |                  |
|----------|--|---------------------|---------|----------------------------|-------------|-----------|------------------|
| 10135001 | 51: PERSONNEL SERVICES                 |                     |         |                            |             | SALARY    |                  |
|          | 51001 SALARIES                         |                     |         |                            |             |           |                  |
|          |  | KEVENY, BRIAN       |         | FINANCE DIRECTOR/TOWN ACCT |             | \$122,710 |                  |
|          |  | N13 - STEP 10       | 67.1647 | HRLY                       |             |           |                  |
|          |  | TERRELL, ANA        |         | ACCOUNTANT                 |             | \$73,901  |                  |
|          |  | G6 - STEP 10        | 40.4493 | HRLY                       |             |           |                  |
|          |  | LEMOYNE, DONNA      |         | BENEFITS MANAGER           |             | \$57,922  |                  |
|          |  | N4 - STEP 10        | 31.7036 | HRLY                       |             |           |                  |
|          |  | STAHL, GAYLE        |         | FINANCE ASSISTANT          |             | \$53,303  |                  |
|          |  | C15 - STEP 10       | 29.1754 | HRLY                       |             |           |                  |
|          |  | BEN-CHERQUI, RITA   |         | FINANCE ASSISTANT          |             | \$40,796  |                  |
|          |  | C15 - STEP 9        | 27.9117 | HRLY                       | x 28 hrs/wk |           | \$348,632        |
|          | 51140 OVERTIME                         |                     |         |                            |             | \$1,500   | \$1,500          |
|          | <b>PERSONNEL SERVICES TOTAL</b>        |                     |         |                            |             |           | <b>\$350,132</b> |
| 10135002 | 52:EXPENSES:PURCHASE OF SERVICES       |                     |         |                            |             | \$57,500  |                  |
|          | 52100 CONTRACTUAL SERVICES             |                     |         |                            |             | \$55,000  |                  |
|          |  | AUDIT & CAFR REVIEW |         |                            |             |           |                  |
|          |  | CAFR FILING GFAO    |         |                            |             |           |                  |
|          |  | CLEARGOV            |         |                            |             |           |                  |
|          | 52112 TRAINING & EDUCATION             |                     |         |                            |             | \$1,500   |                  |
|          | 52113 I / S TRAVEL                     |                     |         |                            |             | \$300     |                  |
|          | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS |                     |         |                            |             | \$700     |                  |
|          |  | MGFOA (B. Keveny)   |         |                            |             |           |                  |
|          |  | MMAAA (A. Terrell)  |         |                            |             |           |                  |
|          |  | AICPA (B. Keveny)   |         |                            |             |           |                  |





## ASSESSOR - 1410

|          |  | FY16             | FY17             | FY17 YTD         | FY18             | FY18 TA          |
|----------|--|------------------|------------------|------------------|------------------|------------------|
|          |  | ACTUAL           | BUDGET           | 11/30/2016       | DEPT REQUESTED   | RECOMMENDED      |
| 10141001 | <b>51:PERSONNEL SERVICES</b>             |                  |                  |                  |                  |                  |
|          | 51001 SALARIES                           | \$252,899        | \$259,626        | \$96,598         | \$260,391        | \$261,394        |
|          | <b>PERSONNEL SERVICES TOTAL</b>          | <b>\$252,899</b> | <b>\$259,626</b> | <b>\$96,598</b>  | <b>\$260,391</b> | <b>\$261,394</b> |
| 10141002 | <b>52: EXPENSES:PURCHASE OF SERVICES</b> |                  |                  |                  |                  |                  |
|          | 52100 CONTRACTUAL SERVICES               | \$11,400         | \$11,900         | \$5,000          | \$12,900         | \$12,900         |
|          | 52101 PROFESSIONAL SERVICES              | \$18,857         | \$20,250         | \$6,106          | \$16,950         | \$16,200         |
|          | 52112 TRAINING & EDUCATION               | \$8,331          | \$10,000         | \$3,024          | \$10,000         | \$8,000          |
|          | 52113 TRAVEL                             | \$4,622          | \$5,000          | \$1,891          | \$4,500          | \$4,000          |
|          | 52116 EQUIPMENT REPAIRS & MAINTENANCE    |                  |                  |                  |                  | \$0              |
|          | 52130 PRINTING                           |                  |                  |                  |                  | \$600            |
|          | 52114 DUES,SUBSCRIPTIONS,MEMBERSHIPS     | \$1,502          | \$2,000          | \$812            | \$1,700          | \$3,140          |
|          | <b>SUBTOTAL</b>                          | <b>\$44,712</b>  | <b>\$49,150</b>  | <b>\$16,833</b>  | <b>\$46,050</b>  | <b>\$44,840</b>  |
|          | <b>54:EXPENSES:SUPPLIES</b>              |                  |                  |                  |                  |                  |
|          | 54100 SUPPLIES                           | \$2,778          | \$3,100          | \$579            | \$3,100          | \$400            |
|          | 54121 POSTAGE                            | \$0              | \$0              | \$0              | \$0              | \$200            |
|          | <b>SUBTOTAL</b>                          | <b>\$2,778</b>   | <b>\$3,100</b>   | <b>\$579</b>     | <b>\$3,100</b>   | <b>\$600</b>     |
|          | <b>55:EXPENSES:OTHER</b>                 |                  |                  |                  |                  |                  |
|          | 55602 ADVERTISING LEGAL                  |                  |                  |                  |                  | \$600            |
|          | 55675 MILEAGE REIMBURSEMENT              |                  |                  |                  |                  | \$500            |
|          | 55676 MEETINGS & CONFERENCES             |                  |                  |                  |                  | \$1,545          |
|          | new Clothing                             |                  |                  |                  |                  | \$1,065          |
|          | <b>SUBTOTAL</b>                          |                  |                  |                  |                  | <b>\$3,710</b>   |
|          | <b>EXPENSES TOTAL</b>                    | <b>\$47,490</b>  | <b>\$52,250</b>  | <b>\$17,412</b>  | <b>\$49,150</b>  | <b>\$49,150</b>  |
|          | <b>DEPARTMENT TOTAL</b>                  | <b>\$300,389</b> | <b>\$311,876</b> | <b>\$114,010</b> | <b>\$309,541</b> | <b>\$310,544</b> |

## ASSESSOR - 1410 FY18 BUDGET DETAIL

(Based on 52.2 weeks)

|          |  |    |         |                         |          |                  |
|----------|--|----|---------|-------------------------|----------|------------------|
| 10141001 | 51: PERSONNEL SERVICES                         |    |         |                         |          | SALARY           |
|          | 51001 SALARIES                                 |    |         |                         |          |                  |
|          | BRIDEAU, ELLEN                                 |    |         | ASSESSING DIRECTOR      |          | \$95,900.69      |
|          | G9   | 10 | 52.4908 | HRLY                    |          |                  |
|          | CLARKE, DONALD                                 |    |         | ASSISTANT ASSESSOR      |          | \$61,443.47      |
|          | G5   | 7  | 33.6308 | HRLY                    |          |                  |
|          | MARCHANT, JESSICA                              |    |         | ADMINISTRATIVE ASSESSOR |          | \$52,718.45      |
|          | G3   | 7  | 28.8552 | HRLY                    |          |                  |
|          | RAMGOOLAM, SAVITRI                             |    |         | DEPT. ASSISTANT         |          | \$51,331.76      |
|          | C14  | 10 | 28.0962 | HRLY                    |          |                  |
|          | <b>PERSONNEL SERVICES TOTAL</b>                |    |         |                         |          | <b>\$261,394</b> |
| 10141002 | 52:EXPENSES:PURCHASE OF SERVICES               |    |         |                         |          | \$44,840         |
|          | 52100 CONTRACTUAL SERVICES                     |    |         |                         | \$12,900 |                  |
|          | Personal Property Appraisal                    |    |         | \$7,400                 |          |                  |
|          | Vision   |    |         | \$5,500                 |          |                  |
|          | 52101 PROFESSIONAL SERVICES                    |    |         |                         | \$16,200 |                  |
|          | Software Support                               |    |         | \$1,000                 |          |                  |
|          | ATB Support - Appraisal Services               |    |         | \$10,000                |          |                  |
|          | Impact Notices                                 |    |         | \$5,000                 |          |                  |
|          | PDFs of property record cards                  |    |         | \$200                   |          |                  |
|          | 52112 TRAINING & EDUCATION                     |    |         |                         | \$8,000  |                  |
|          | Staff required to maintain designations        |    |         |                         |          |                  |
|          | BOA members required to take State Course work |    |         |                         |          |                  |
|          | 52113 TRAVEL                                   |    |         |                         | \$4,000  |                  |
|          | Travel to Meetings & Conferences               |    |         |                         |          |                  |
|          | 52116 EQUIPMENT REPAIRS & MAINTENANCE          |    |         |                         | \$0      |                  |

|          |       |                                  |  |         |                 |                  |
|----------|-------|----------------------------------|--|---------|-----------------|------------------|
|          | 52114 | DUES, SUBSCRIPTIONS, MEMBERSHIPS |  | \$3,140 |                 |                  |
|          |       | MARSHALL                         |  | \$1,200 |                 |                  |
|          |       | MLS                              |  | \$550   |                 |                  |
|          |       | MCAA (4)                         |  | \$100   |                 |                  |
|          |       | MAAO (7)                         |  | \$350   |                 |                  |
|          |       | IAAO (1*\$225, 2*175, 3*\$25)    |  | \$750   |                 |                  |
|          |       | NRAAO (3)                        |  | \$120   |                 |                  |
|          |       | Gatehouse                        |  | \$70    |                 |                  |
|          | 52130 | PRINTING                         |  | \$600   |                 |                  |
| 10141002 | 54:   | EXPENSES:SUPPLIES                |  |         | \$600           |                  |
|          | 54100 | SUPPLIES                         |  | \$400   |                 |                  |
|          | 54121 | POSTAGE                          |  | \$200   |                 |                  |
|          | 55:   | EXPENSES:OTHER                   |  |         | \$3,710         |                  |
|          | 55602 | ADVERTISING LEGAL                |  | \$600   |                 |                  |
|          | 55675 | MILEAGE REIMBURSEMENT            |  | \$500   |                 |                  |
|          | 55676 | MEETINGS & CONFERENCES           |  | \$1,545 |                 |                  |
|          |       | NRAAO                            |  |         |                 |                  |
|          |       | MMA                              |  |         |                 |                  |
|          |       | MAAO                             |  |         |                 |                  |
|          |       | MCAA                             |  |         |                 |                  |
|          |       | IAAO                             |  |         |                 |                  |
|          | new   | Clothing                         |  | \$1,065 |                 |                  |
|          |       | 3 employees X \$355              |  |         |                 |                  |
|          |       | <b>EXPENSES TOTAL</b>            |  |         | <b>\$49,150</b> |                  |
|          |       | <b>DEPARTMENT TOTAL</b>          |  |         |                 | <b>\$310,544</b> |

## TREASURER - 1450

|          |                                   | FY16             | FY17             | FY17 YTD        | FY18             | FY18 TA          |
|----------|-----------------------------------|------------------|------------------|-----------------|------------------|------------------|
|          |                                   | ACTUAL           | BUDGET           | 11/30/2016      | DEPT REQUESTED   | RECOMMENDED      |
| 10145001 | 51:PERSONNEL SERVICES             |                  |                  |                 |                  |                  |
|          | 51001 SALARIES                    | \$166,777        | \$190,104        | \$75,694        | \$191,448        | \$167,152        |
|          | 51003 SALARIES P/T                |                  |                  |                 |                  | \$24,410         |
|          | 51140 OVERTIME                    | \$1,030          | \$0              | \$0             | \$0              | \$0              |
|          | <b>PERSONNEL SERVICES TOTAL</b>   | <b>\$167,806</b> | <b>\$190,104</b> | <b>\$75,694</b> | <b>\$191,448</b> | <b>\$191,562</b> |
| 10145002 | 52: EXPENSES:PURCHASE OF SERVICES |                  |                  |                 |                  |                  |
|          | 52100 CONTRACTUAL SERVICE         | \$104,955        | \$85,000         | \$6,359         | \$90,000         | \$250            |
|          | 52101 PROFESSIONAL SERVICES       |                  |                  |                 |                  | \$71,200         |
|          | 52112 TRAINING & EDUCATION        | \$1,597          | \$2,700          | \$1,398         | \$5,000          | \$400            |
|          | 52113 TRAVEL                      |                  |                  | \$0             | \$0              | \$3,350          |
|          | 52130 PRINTING                    |                  | \$0              | \$0             | \$0              | \$0              |
|          | 52114 DUES,SUBSCRIPTIONS,MI       | \$70             | \$200            | \$100           | \$200            | \$100            |
|          | 52129 LOCKBOX                     | \$13,122         | \$12,000         | \$2,051         | \$15,000         | \$15,000         |
|          | <b>SUBTOTAL</b>                   | <b>\$119,744</b> | <b>\$99,900</b>  | <b>\$9,907</b>  | <b>\$110,200</b> | <b>\$90,300</b>  |
|          | 54:EXPENSES:SUPPLIES              |                  |                  |                 |                  |                  |
|          | 54100 SUPPLIES                    | \$106            | \$200            | \$51            | \$200            | \$200            |
|          | 54121 POSTAGE                     | \$0              | \$0              | \$0             | \$0              | \$19,600         |
|          | <b>SUBTOTAL</b>                   | <b>\$106</b>     | <b>\$200</b>     | <b>\$51</b>     | <b>\$200</b>     | <b>\$19,800</b>  |
|          | 55:EXPENSES:OTHER                 |                  |                  |                 |                  |                  |
|          | 55602 ADVERTISING LEGAL           |                  |                  |                 |                  | \$0              |
|          | 55676 MEETINGS & CONFERENCES      |                  |                  |                 |                  | \$300            |
|          | <b>SUBTOTAL</b>                   |                  |                  |                 |                  | <b>\$300</b>     |
|          | <b>EXPENSES TOTAL</b>             | <b>\$119,850</b> | <b>\$100,100</b> | <b>\$9,958</b>  | <b>\$110,400</b> | <b>\$110,400</b> |
|          | <b>DEPARTMENT TOTAL</b>           | <b>\$287,656</b> | <b>\$290,204</b> | <b>\$85,652</b> | <b>\$301,848</b> | <b>\$301,962</b> |
|          |                                   |                  |                  |                 |                  |                  |
|          |                                   |                  |                  |                 |                  |                  |
|          |                                   |                  |                  |                 |                  |                  |
|          |                                   |                  |                  |                 |                  |                  |
|          |                                   |                  |                  |                 |                  |                  |

**TREASURER - 1450**  
**FY18 BUDGET DETAIL**

(Based on 52.2 weeks)

|          |                                  |                                |    |         |                              |             |             |              |                  |
|----------|----------------------------------|--------------------------------|----|---------|------------------------------|-------------|-------------|--------------|------------------|
| 10145001 | 51: PERSONNEL SERVICES           |                                |    |         |                              |             | SALARY      |              |                  |
|          | 51001 SALARIES                   |                                |    |         |                              |             |             |              |                  |
|          |                                  | PIERCE, ZOE                    |    |         | TREASURER/COLLECTOR          |             | \$82,095.51 |              |                  |
|          |                                  | G9 - STEP                      | 5  | 44.9346 | HRLY                         |             |             |              |                  |
|          |                                  | CINCOTTA, CYNTHIA              |    |         | ASSISTANT TREASURE/COLLECTOR |             | \$53,303.46 |              |                  |
|          |                                  | C15                            | 10 | 29.1754 | HRLY                         |             |             |              |                  |
|          |                                  | PORTER, JUDY                   |    |         | DEPARTMENT ASSISTANT         |             | \$31,753.47 |              |                  |
|          |                                  | C14                            | 7  | 25.3460 | HRLY                         | x 24 hrs/wk |             | \$167,152.44 |                  |
|          | 51003 P/T SALARIES               |                                |    |         |                              |             |             |              |                  |
|          |                                  | DEPASQUALE, LILLIAN            |    |         | DEPARTMENT ASSISTANT         |             | \$24,409.78 | \$24,409.78  |                  |
|          |                                  | C14                            | 6  | 24.6116 | HRLY                         | x 19 hrs/wk |             |              |                  |
|          | <b>PERSONNEL SERVICES TOTAL</b>  |                                |    |         |                              |             |             |              | <b>\$191,562</b> |
| 10145002 | 52:EXPENSES:PURCHASE OF SERVICES |                                |    |         |                              |             | \$90,300    |              |                  |
|          | 52100 CONTRACTUAL SERVICES       |                                |    |         |                              |             | \$250       |              |                  |
|          |                                  | EMMA Reporting fee             |    |         |                              | \$250       |             |              |                  |
|          | 52101 PROFESSIONAL SERVICES      |                                |    |         |                              |             | \$71,200    |              |                  |
|          |                                  | Internal payroll tax Mailings  |    |         |                              |             |             |              |                  |
|          |                                  | IPREO Electronic Dist of pos/o |    |         |                              |             |             |              |                  |
|          |                                  | Unibank Financial Advisor      |    |         |                              |             |             |              |                  |
|          |                                  | Locke & Lord Bond Counsel      |    |         |                              |             |             |              |                  |
|          |                                  | Moody's Investor               |    |         |                              |             |             |              |                  |
|          |                                  | Murphy Statement               |    |         |                              |             |             |              |                  |
|          |                                  | US Bank                        |    |         |                              |             |             |              |                  |
|          |                                  | Registry of deeds tax taking   |    |         |                              |             |             |              |                  |
|          |                                  | Kelly & Ryan deputy fees       |    |         |                              |             |             |              |                  |
|          |                                  | sleeper researching ta         |    |         |                              |             |             |              |                  |

|  |           |                                   |  |  |         |          |          |                  |  |
|--|-----------|-----------------------------------|--|--|---------|----------|----------|------------------|--|
|  | Schwaab   | July                              |  |  |         |          |          |                  |  |
|  | Strategic | July                              |  |  |         |          |          |                  |  |
|  | Citizens  | Banking                           |  |  |         |          |          |                  |  |
|  | 52112     | TRAINING & EDUCATION              |  |  |         | \$400    |          |                  |  |
|  | 52113     | TRAVEL                            |  |  |         | \$3,350  |          |                  |  |
|  |           | Umass (2)                         |  |  | \$1,500 |          |          |                  |  |
|  |           | Cape Conference (2)               |  |  | \$1,750 |          |          |                  |  |
|  |           | Mileage to meetings (4)           |  |  | \$100   |          |          |                  |  |
|  | 52114     | DUES, SUBSCRIPTIONS, MEMBERSHIPS  |  |  |         | \$100    |          |                  |  |
|  |           | DUES (2 @ \$50)                   |  |  | \$100   |          |          |                  |  |
|  | 52129     | LOCKBOX SERVICES                  |  |  |         | \$15,000 |          |                  |  |
|  | 54:       | EXPENSES:SUPPLIES                 |  |  |         |          | \$19,800 |                  |  |
|  | 54100     | SUPPLIES                          |  |  |         | \$200    |          |                  |  |
|  | 54121     | POSTAGE                           |  |  |         | \$19,600 |          |                  |  |
|  |           | Mass Mailers, Kelly & Ryan, Fedex |  |  |         |          |          |                  |  |
|  | 55:       | EXPENSES:OTHER                    |  |  |         |          | \$300    |                  |  |
|  | 55602     | ADVERTISING LEGAL                 |  |  |         | \$0      |          |                  |  |
|  | 55676     | MEETINGS & CONFERENCES            |  |  |         | \$300    |          |                  |  |
|  |           | Meeting (6 @ \$50)                |  |  | \$300   |          |          |                  |  |
|  |           | <b>EXPENSES TOTAL</b>             |  |  |         |          |          | <b>\$110,400</b> |  |
|  |           | <b>DEPARTMENT TOTAL</b>           |  |  |         |          |          | <b>\$301,962</b> |  |

**LEGAL - 1510**

|          |                                  |                                | <b>FY16</b>      | <b>FY17</b>      | <b>FY17 YTD</b>   | <b>FY18</b>           | <b>FY18 TA</b>     |
|----------|----------------------------------|--------------------------------|------------------|------------------|-------------------|-----------------------|--------------------|
|          |                                  |                                | <b>ACTUAL</b>    | <b>BUDGET</b>    | <b>11/30/2016</b> | <b>DEPT REQUESTED</b> | <b>RECOMMENDED</b> |
| 10151002 | 52:EXPENSES:PURCHASE OF SERVICES |                                |                  |                  |                   |                       |                    |
|          | 52108                            | LEGAL SERVICES TOWN COUNSEL    | \$160,818        | \$175,000        | \$38,517          | \$200,000             | \$140,000          |
|          |                                  | KPLaw Retainer                 |                  |                  |                   |                       | \$65,000           |
|          |                                  | KPLaw General                  |                  |                  |                   |                       | \$75,000           |
|          | 52145                            | LEGAL SERVICES SPECIAL COUNSEL |                  |                  |                   |                       | \$40,000           |
|          |                                  | River's Edge                   |                  |                  |                   |                       | \$20,000           |
|          |                                  | Other projects                 |                  |                  |                   |                       | \$20,000           |
|          | 52146                            | LEGAL SERVICES LABOR COUNSEL   |                  |                  |                   |                       | \$20,000           |
|          |                                  | <b>SUBTOTAL</b>                | \$160,818        | \$175,000        | \$38,517          | \$200,000             | \$200,000          |
|          |                                  | <b>EXPENSES TOTAL</b>          | \$160,818        | \$175,000        | \$38,517          | \$200,000             | \$200,000          |
|          |                                  |                                |                  |                  |                   |                       |                    |
|          |                                  | <b>DEPARTMENT TOTAL</b>        | <b>\$160,818</b> | <b>\$175,000</b> | <b>\$38,517</b>   | <b>\$200,000</b>      | <b>\$200,000</b>   |



**LEGAL - 1510**  
**FY18 BUDGET DETAIL**

|          |                                      |                |  |  |  |  |          |           |  |                  |                  |
|----------|--------------------------------------|----------------|--|--|--|--|----------|-----------|--|------------------|------------------|
|          |                                      |                |  |  |  |  |          |           |  |                  |                  |
| 10151002 | 52:EXPENSES:PURCHASE OF SERVICES     |                |  |  |  |  |          |           |  | \$200,000        |                  |
|          | 52108 LEGAL SERVICES TOWN COUNSEL    |                |  |  |  |  |          | \$140,000 |  |                  |                  |
|          |                                      | KPLaw Retainer |  |  |  |  | \$65,000 |           |  |                  |                  |
|          |                                      | KPLaw General  |  |  |  |  | \$75,000 |           |  |                  |                  |
|          | 52145 LEGAL SERVICES SPECIAL COUNSEL |                |  |  |  |  |          | \$40,000  |  |                  |                  |
|          |                                      | River's Edge   |  |  |  |  | \$20,000 |           |  |                  |                  |
|          |                                      | Other projects |  |  |  |  | \$20,000 |           |  |                  |                  |
|          | 52146 LEGAL SERVICES LABOR COUNSEL   |                |  |  |  |  |          | \$20,000  |  |                  |                  |
|          | <b>EXPENSES TOTAL</b>                |                |  |  |  |  |          |           |  | <b>\$200,000</b> |                  |
|          | <b>DEPARTMENT TOTAL</b>              |                |  |  |  |  |          |           |  |                  | <b>\$200,000</b> |

## INFORMATION TECHNOLOGY - 1550

|             |  | FY16             | FY17             | FY17 YTD         | FY18             | FY18 TA          |
|-------------|--|------------------|------------------|------------------|------------------|------------------|
|             |  | ACTUAL           | BUDGET           | 11/30/2016       | DEPT REQUESTED   | RECOMMENDED      |
| 10155001    | 51:PERSONNEL SERVICES                  |                  |                  |                  |                  |                  |
|             | 51001 SALARIES                         | \$86,451         | \$287,669        | \$87,362         | \$287,669        | \$291,024        |
|             | <b>PERSONNEL SERVICES TOTAL</b>        | <b>\$86,451</b>  | <b>\$287,669</b> | <b>\$87,362</b>  | <b>\$287,669</b> | <b>\$291,024</b> |
| <b>TOWN</b> |  |                  |                  |                  |                  |                  |
| 10155002    | 52:EXPENSES:PURCHASE OF SERVICES       |                  |                  |                  |                  |                  |
|             | 52100 CONTRACTUAL SERVICES             | \$62,578         | \$2,510          | \$0              | \$2,510          | \$2,510          |
|             | 52101 PROFESSIONAL SERVICES            | \$0              | \$10,000         | \$2,504          | \$10,000         | \$10,000         |
|             | 52112 TRAINING & EDUCATION             | \$5,770          | \$30,780         | \$9,315          | \$30,780         | \$30,780         |
|             | 52113 TRAVEL                           | \$0              | \$500            | \$0              | \$500            | \$500            |
|             | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS | \$0              | \$3,000          | \$0              | \$3,000          | \$3,000          |
|             | <b>SUBTOTAL</b>                        | <b>\$68,348</b>  | <b>\$46,790</b>  | <b>\$11,819</b>  | <b>\$46,790</b>  | <b>\$46,790</b>  |
|             | 54:EXPENSES:SUPPLIES                   |                  |                  |                  |                  |                  |
|             | 54100 SUPPLIES                         | \$0              | \$500            | \$0              | \$500            | \$500            |
|             | 54102 COMPUTER SUPPLIES                | \$4,763          | \$1,000          | \$4,888          | \$1,000          | \$1,000          |
|             | 54124 SOFTWARE                         | \$4,026          | \$0              | \$0              | \$0              | \$0              |
|             | 54125 HARDWARE                         | \$41,662         | \$35,000         | \$25,981         | \$35,000         | \$35,000         |
|             | 54126 HARDWARE AGREE & MAINT           | \$217            | \$7,487          | \$0              | \$7,500          | \$7,500          |
|             | 54500 SMALL EQUIPMENT                  | \$2,714          | \$15,000         | \$1,686          | \$15,000         | \$15,000         |
|             | <b>SUBTOTAL</b>                        | <b>\$53,382</b>  | <b>\$58,987</b>  | <b>\$32,555</b>  | <b>\$59,000</b>  | <b>\$59,000</b>  |
|             | 55:EXPENSES:OTHER                      |                  |                  |                  |                  |                  |
|             | 55535 COMPUTER ACCESSORIES             | \$74             | \$500            | \$40             | \$500            | \$500            |
|             | 55536 SOFTWARE LICENSING               | \$76,946         | \$87,000         | \$55,588         | \$87,000         | \$78,000         |
|             | <b>SUBTOTAL</b>                        | <b>\$77,020</b>  | <b>\$87,500</b>  | <b>\$55,628</b>  | <b>\$87,500</b>  | <b>\$78,500</b>  |
|             | <b>TOWN EXPENSES TOTAL</b>             | <b>\$198,749</b> | <b>\$193,277</b> | <b>\$100,002</b> | <b>\$193,290</b> | <b>\$184,290</b> |

|                         |                                   |                        | <b>FY16</b>      | <b>FY17</b>      | <b>FY17 YTD</b>   | <b>FY18</b>           | <b>FY18 TA</b>     |
|-------------------------|-----------------------------------|------------------------|------------------|------------------|-------------------|-----------------------|--------------------|
|                         |                                   |                        | <b>ACTUAL</b>    | <b>BUDGET</b>    | <b>11/30/2016</b> | <b>DEPT REQUESTED</b> | <b>RECOMMENDED</b> |
| <b>DATA CENTER</b>      |                                   |                        |                  |                  |                   |                       |                    |
| 10155003                | 52:EXPENSES:PURCHASE OF SERVICES  |                        |                  |                  |                   |                       |                    |
|                         | 52100                             | CONTRACTUAL SERVICES   | \$69,619         | \$72,827         | \$0               | \$72,827              | \$72,827           |
|                         | 52112                             | TRAINING & EDUCATION   | \$2,986          | \$0              | \$0               | \$0                   | \$0                |
|                         | <b>SUBTOTAL</b>                   |                        | <b>\$72,605</b>  | <b>\$72,827</b>  | <b>\$0</b>        | <b>\$72,827</b>       | <b>\$72,827</b>    |
|                         | 54:EXPENSES:SUPPLIES              |                        |                  |                  |                   |                       |                    |
|                         | 54124                             | SOFTWARE               | \$8,336          | \$12,000         | \$0               | \$12,000              | \$12,000           |
|                         | 54125                             | HARDWARE               | \$29,594         | \$90,000         | \$103,274         | \$100,000             | \$100,000          |
|                         | 54126                             | HARDWARE AGREE & MAINT | \$7,268          | \$22,000         | \$0               | \$50,000              | \$57,000           |
|                         | <b>SUBTOTAL</b>                   |                        | <b>\$45,198</b>  | <b>\$124,000</b> | <b>\$103,274</b>  | <b>\$162,000</b>      | <b>\$169,000</b>   |
|                         | 55:EXPENSES:OTHER                 |                        |                  |                  |                   |                       |                    |
|                         | 55536                             | SOFTWARE LICENSING     | \$57,770         | \$119,500        | \$38,770          | \$149,500             | \$151,500          |
|                         | <b>SUBTOTAL</b>                   |                        | <b>\$57,770</b>  | <b>\$119,500</b> | <b>\$38,770</b>   | <b>\$149,500</b>      | <b>\$151,500</b>   |
|                         | <b>DATA CENTER EXPENSES TOTAL</b> |                        | <b>\$175,572</b> | <b>\$316,327</b> | <b>\$142,044</b>  | <b>\$384,327</b>      | <b>\$393,327</b>   |
| <b>DEPARTMENT TOTAL</b> |                                   |                        | <b>\$460,772</b> | <b>\$797,273</b> | <b>\$329,409</b>  | <b>\$865,286</b>      | <b>\$868,641</b>   |

# INFORMATION TECHNOLOGY - 1550

## FY18 BUDGET DETAIL

(Based on 52.2 weeks)

|                    |   |    |         |                 |          |          |  |           |                  |
|--------------------|---|----|---------|-----------------|----------|----------|--|-----------|------------------|
| 10155001           | 51:PERSONNEL SERVICES                                     |    |         |                 |          |          |  |           |                  |
|                    | 51001 SALARIES  |    |         |                 |          |          |  |           | \$291,023.93     |
|                    | PAZOS, JORGE  |    |         | IT DIRECTOR     |          |          |  | \$122,710 |                  |
|                    | N13   | 10 | 67.1647 | HRLY            |          |          |  |           |                  |
|                    | SAMS-LYNCH, GWENDOLYN                                     |    |         | IT MANAGER      |          |          |  | \$88,006  |                  |
|                    | G8  | 10 | 48.1699 | HRLY            |          |          |  |           |                  |
|                    | VACANT  |    |         | BUS SYS ANALYST |          |          |  | \$80,308  |                  |
|                    |   | 10 | 43.9560 | HRLY            |          |          |  |           |                  |
|                    | <b>PERSONNEL SERVICES TOTAL</b>                           |    |         |                 |          |          |  |           | <b>\$291,024</b> |
| <b><u>TOWN</u></b> |   |    |         |                 |          |          |  |           |                  |
| 10155002           | 52:EXPENSES:PURCHASE OF SERVICES                          |    |         |                 |          |          |  |           | \$46,790         |
|                    | 52100 CONTRACTUAL SERVICES                                |    |         |                 |          | \$2,510  |  |           |                  |
|                    | e-Fax Service   |    |         |                 |          |          |  |           |                  |
|                    | 52101 PROFESSIONAL SERVICES                               |    |         |                 |          | \$10,000 |  |           |                  |
|                    | Application support                                       |    |         |                 |          |          |  |           |                  |
|                    | 52112 TRAINING & EDUCATION                                |    |         |                 |          | \$30,780 |  |           |                  |
|                    | Town Staff Security Training                              |    |         |                 | \$2,380  |          |  |           |                  |
|                    | Town Staff General Training                               |    |         |                 | \$3,400  |          |  |           |                  |
|                    | Town & IT Staff Technical Training                        |    |         |                 | \$25,000 |          |  |           |                  |
|                    | (includes VMWare, NetApp, Munis, FireWall)                |    |         |                 |          |          |  |           |                  |
|                    | 52113 TRAVEL  |    |         |                 |          | \$500    |  |           |                  |
|                    | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS                    |    |         |                 |          | \$3,000  |  |           |                  |
|                    | 54:EXPENSES:SUPPLIES                                      |    |         |                 |          |          |  |           | \$59,000         |
|                    | 54100 SUPPLIES  |    |         |                 |          | \$500    |  |           |                  |
|                    | 54102 COMPUTER SUPPLIES                                   |    |         |                 |          | \$1,000  |  |           |                  |
|                    | 54124 SOFTWARE  |    |         |                 |          | \$0      |  |           |                  |
|                    | 54125 HARDWARE  |    |         |                 |          | \$35,000 |  |           |                  |
|                    | Various department replacements                           |    |         |                 |          |          |  |           |                  |
|                    | 54126 HARDWARE AGREE & MAINT                              |    |         |                 |          | \$7,500  |  |           |                  |
|                    | Support renewals (DPW, Lib, Public Safety, Town Building) |    |         |                 |          |          |  |           |                  |
|                    | 54500 SMALL EQUIPMENT                                     |    |         |                 |          | \$15,000 |  |           |                  |

|                         |                                   |  |  |  |           |           |                  |                  |
|-------------------------|-----------------------------------|--|--|--|-----------|-----------|------------------|------------------|
|                         | 55:EXPENSES:OTHER                 |  |  |  |           | \$78,500  |                  |                  |
|                         | 55535                             | COMPUTER ACCESSORIES                                   |  |  | \$500     |           |                  |                  |
|                         | 55536                             | SOFTWARE LICENSING                                     |  |  | \$78,000  |           |                  |                  |
|                         |                                   | Assessor   |  |  | \$14,000  |           |                  |                  |
|                         |                                   | Business Systems                                       |  |  | \$15,000  |           |                  |                  |
|                         |                                   | Clerk  |  |  | \$1,200   |           |                  |                  |
|                         |                                   | COA  |  |  | \$1,800   |           |                  |                  |
|                         |                                   | Finance Fixed Assets                                   |  |  | \$1,000   |           |                  |                  |
|                         |                                   | Library Useful   |  |  | \$2,000   |           |                  |                  |
|                         |                                   | Office 365   |  |  | \$17,000  |           |                  |                  |
|                         |                                   | Surveyor   |  |  | \$4,000   |           |                  |                  |
|                         |                                   | Treasurer  |  |  | \$15,000  |           |                  |                  |
|                         |                                   | Website  |  |  | \$4,000   |           |                  |                  |
|                         |                                   | Windows  |  |  | \$1,000   |           |                  |                  |
|                         |                                   | Youth & Family Services                                |  |  | \$2,000   |           |                  |                  |
|                         | <b>TOWN EXPENSES TOTAL</b>        |  |  |  |           |           |                  | <b>\$184,290</b> |
| <b>DATA CENTER</b>      |                                   |  |  |  |           |           |                  |                  |
| 10155003                | 52:EXPENSES:PURCHASE OF SERVICES  |  |  |  |           | \$72,827  |                  |                  |
|                         | 52100                             | CONTRACTUAL SERVICES                                   |  |  | \$72,827  |           |                  |                  |
|                         |                                   | Managed Services, Network Testing                      |  |  |           |           |                  |                  |
|                         | 54:EXPENSES:SUPPLIES              |  |  |  |           | \$169,000 |                  |                  |
|                         | 54124                             | SOFTWARE   |  |  | \$12,000  |           |                  |                  |
|                         |                                   | Server Management Tool                                 |  |  |           |           |                  |                  |
|                         | 54125                             | HARDWARE   |  |  | \$100,000 |           |                  |                  |
|                         |                                   | Data Center Hardware, Server Infrastructure & Hardware |  |  |           |           |                  |                  |
|                         | 54126                             | HARDWARE AGREE & MAINT                                 |  |  | \$57,000  |           |                  |                  |
|                         |                                   | Firewall   |  |  | \$27,000  |           |                  |                  |
|                         |                                   | Heat LANREV  |  |  | \$30,000  |           |                  |                  |
|                         | 55:EXPENSES:OTHER                 |  |  |  |           | \$151,500 |                  |                  |
|                         | 55536                             | SOFTWARE LICENSING                                     |  |  | \$151,500 |           |                  |                  |
|                         |                                   | Munis  |  |  | \$99,992  |           |                  |                  |
|                         |                                   | VMWare   |  |  | \$14,900  |           |                  |                  |
|                         |                                   | Antivirus  |  |  | \$6,490   |           |                  |                  |
|                         |                                   | ONTap (Data Management)                                |  |  | \$8,992   |           |                  |                  |
|                         |                                   | Server Software Support (5-yr)                         |  |  | \$21,126  |           |                  |                  |
|                         | <b>DATA CENTER EXPENSES TOTAL</b> |  |  |  |           |           |                  | <b>\$393,327</b> |
| <b>DEPARTMENT TOTAL</b> |                                   |  |  |  |           |           | <b>\$868,641</b> |                  |

## TOWN CLERK - 1610

|  |  | FY16<br>ACTUAL   | FY17<br>BUDGET   | FY17 YTD<br>11/30/2016 | FY18<br>DEPT REQUESTED | FY18 TA<br>RECOMMENDED |
|--|--|------------------|------------------|------------------------|------------------------|------------------------|
| 10161001   | <b>51:PERSONNEL SERVICES</b>             |                  |                  |                        |                        |                        |
|  | 51001 SALARIES                           | \$121,357        | \$125,781        | \$51,239               | \$125,014              | \$124,079              |
|  | 51003 SALARIES P/T                       |                  |                  |                        |                        | \$7,350                |
|  | 51140 OVERTIME                           | \$169            |                  | \$0                    | \$1,470                | \$1,721                |
|  | <b>PERSONNEL SERVICES TOTAL</b>          | <b>\$121,526</b> | <b>\$125,781</b> | <b>\$51,239</b>        | <b>\$126,484</b>       | <b>\$133,150</b>       |
| 10161002   | <b>52: EXPENSES:PURCHASE OF SERVICES</b> |                  |                  |                        |                        |                        |
|  | 52100 CONTRACTUAL SERVICES               | \$10,763         | \$11,350         | \$2,429                | \$15,150               | \$1,850                |
|  | 52101 PROFESSIONAL SERVICES              |                  |                  |                        |                        | \$200                  |
|  | 52112 TRAINING & EDUCATION               | \$3,012          | \$4,580          | \$754                  | \$3,990                | \$1,000                |
|  | 52113 TRAVEL                             | \$0              | \$0              | \$0                    | \$0                    | \$645                  |
|  | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS   |                  |                  |                        |                        | \$475                  |
|  | 52116 EQUIPMENT REPAIR                   | \$0              | \$0              | \$0                    | \$0                    | \$100                  |
|  | <b>SUBTOTAL</b>                          | <b>\$13,775</b>  | <b>\$15,930</b>  | <b>\$3,184</b>         | <b>\$19,140</b>        | <b>\$9,270</b>         |
|  | <b>54:EXPENSES:SUPPLIES</b>              |                  |                  |                        |                        |                        |
|  | 54100 SUPPLIES                           | \$2,930          | \$1,400          | \$212                  | \$1,400                | \$1,850                |
|  | <b>SUBTOTAL</b>                          | <b>\$2,930</b>   | <b>\$1,400</b>   | <b>\$212</b>           | <b>\$1,400</b>         | <b>\$1,850</b>         |
|  | <b>55:EXPENSES:OTHER</b>                 |                  |                  |                        |                        |                        |
|  | 55602 ADVERTISING LEGAL                  |                  |                  |                        |                        | \$200                  |
|  | 55676 MEETINGS & CONFERENCES             |                  |                  |                        |                        | \$1,870                |
|  | <b>SUBTOTAL</b>                          |                  |                  |                        |                        | <b>\$2,070</b>         |
|  | <b>EXPENSES TOTAL</b>                    | <b>\$16,705</b>  | <b>\$17,330</b>  | <b>\$3,396</b>         | <b>\$20,540</b>        | <b>\$13,190</b>        |
| <b>DEPARTMENT TOTAL</b>  |  | <b>\$138,232</b> | <b>\$143,111</b> | <b>\$54,635</b>        | <b>\$147,024</b>       | <b>\$146,340</b>       |
| <b>NOTE: Town Clerk and Election budgets aligned to place all Election-related expenses in Election budget</b> |  |                  |                  |                        |                        |                        |



|  |       |  |  |       |         |         |                  |
|--|-------|--|--|-------|---------|---------|------------------|
|  | 52112 | TRAINING & EDUCATION   |  |       | \$1,000 |         |                  |
|  |       | CMC Certification  |  | \$850 |         |         |                  |
|  |       | Archival Training  |  | \$150 |         |         |                  |
|  | 52113 | TRAVEL   |  |       | \$645   |         |                  |
|  | 52116 | EQUIPMENT REPAIRS & MAINTENANCE  |  |       | \$100   |         |                  |
|  |       | Typewriter   |  |       |         |         |                  |
|  | 52114 | DUES, SUBSCRIPTIONS, MEMBERSHIPS   |  |       | \$475   |         |                  |
|  |       | ITMC   |  | \$275 |         |         |                  |
|  |       | MTCA (2)   |  | \$150 |         |         |                  |
|  |       | NE Clerks  |  | \$25  |         |         |                  |
|  |       | Middlesex Clerks & City Clerks Assoc   |  | \$25  |         |         |                  |
|  | 54:   | EXPENSES: SUPPLIES   |  |       |         | \$1,850 |                  |
|  | 54100 | SUPPLIES   |  |       | \$1,850 |         |                  |
|  |       | Security Paper   |  | \$400 |         |         |                  |
|  |       | Dog tags   |  | \$450 |         |         |                  |
|  |       | Vital Records binders, pockets   |  | \$400 |         |         |                  |
|  |       | Stationary   |  | \$600 |         |         |                  |
|  | 55:   | EXPENSES: OTHER  |  |       |         | \$2,070 |                  |
|  | 55602 | ADVERTISING LEGAL  |  |       | \$200   |         |                  |
|  | 55676 | MEETINGS & CONFERENCES   |  |       | \$1,870 |         |                  |
|  |       | MTCA Fall Conf (2)   |  | \$600 |         |         |                  |
|  |       | MTCA Summer Conf (2)   |  | \$900 |         |         |                  |
|  |       | MTCA Winter Conf (2)   |  | \$250 |         |         |                  |
|  |       | Middlesex Clerk's Conf (2)   |  | \$120 |         |         |                  |
|  |       | <b>EXPENSES TOTAL</b>  |  |       |         |         | <b>\$13,190</b>  |
|  |       | <b>DEPARTMENT TOTAL</b>  |  |       |         |         | <b>\$146,340</b> |
|  |       | <b>NOTE: Budget based on ATM 5 nights including 1 Sunday, and STM 2 nights</b>                           |  |       |         |         |                  |
|  |       | <b>Town Clerk and Election budgets aligned to place all Election-related expenses in Election budget</b> |  |       |         |         |                  |



## ELECTIONS - 1620

|          |                                    | FY16<br>ACTUAL   | FY17<br>BUDGET | FY17 YTD<br>11/30/2016 | FY18<br>DEPT REQUESTED | FY18 TA<br>RECOMMENDED |  |  |
|----------|------------------------------------|--|----------------|------------------------|------------------------|------------------------|--|--|
| 10162001 | 51:PERSONNEL SERVICES              |  |                |                        |                        |                        |  |  |
|          | 51001 SALARIES                     | \$17,858   | \$37,908       | \$27,915               | \$10,692               | \$0                    |  |  |
|          | 51003 SALARIES P/T                 |  |                |                        |                        | \$6,240                |  |  |
|          | 51140 OVERTIME                     |  |                |                        |                        | \$263                  |  |  |
|          | <b>PERSONNEL SERVICES TOTAL</b>    | \$17,858   | \$37,908       | \$27,915               | \$10,692               | \$6,503                |  |  |
| 10162002 | 52: EXPENSES: PURCHASE OF SERVICES |  |                |                        |                        |                        |  |  |
|          | 52100 CONTRACTUAL SERVICES         | \$3,867  | \$1,000        | \$1,664                | \$1,400                | \$3,960                |  |  |
|          | <b>SUBTOTAL</b>                    | \$3,867  | \$1,000        | \$1,664                | \$1,400                | \$3,960                |  |  |
|          | 54: EXPENSES: SUPPLIES             |  |                |                        |                        |                        |  |  |
|          | 54100 SUPPLIES                     | \$7,604  | \$9,170        | \$4,299                | \$4,330                | \$1,650                |  |  |
|          | <b>SUBTOTAL</b>                    | \$7,604  | \$9,170        | \$4,299                | \$4,330                | \$1,650                |  |  |
|          | 55: EXPENSES: OTHER                |  |                |                        |                        |                        |  |  |
|          | 55411 POLICE DETAIL                |  |                |                        |                        | \$1,800                |  |  |
|          | 55602 ADVERTISING LEGAL            |  |                |                        |                        | \$100                  |  |  |
|          | <b>SUBTOTAL</b>                    |  |                |                        |                        | \$1,900                |  |  |
|          | <b>EXPENSES TOTAL</b>              | \$11,471   | \$10,170       | \$5,963                | \$5,730                | \$7,510                |  |  |
|          | <b>DEPARTMENT TOTAL</b>            | \$29,330   | \$48,078       | \$33,878               | \$16,422               | \$14,013               |  |  |
|          | <b>NOTE:</b>                       | <b>Town Clerk and Election budgets aligned to place all Election-related expenses in Election budget</b> |                |                        |                        |                        |  |  |

## ELECTIONS - 1620

### FY18 BUDGET DETAIL

(Based on 52.2 weeks)

|          |  |                                       |  |  |  |  |         |         |                |
|----------|--|---------------------------------------|--|--|--|--|---------|---------|----------------|
|          |  |                                       |  |  |  |  |         |         |                |
| 10162001 | 51: PERSONNEL SERVICES   |                                       |  |  |  |  |         |         | \$6,503        |
|          | 51001 SALARIES   |                                       |  |  |  |  |         | \$0     |                |
|          | 51003 SALARIES P/T   |                                       |  |  |  |  |         | \$6,240 |                |
|          | Warden   | \$12/hr X 14 hrs/day X 4 employees    |  |  |  |  | \$672   |         |                |
|          | Clerk  | \$11.50/hr X 14 hrs/day X 4 employees |  |  |  |  | \$644   |         |                |
|          | Ballot Box Clerk   | \$11.50/hr X 14 hrs/day X 4 employees |  |  |  |  | \$644   |         |                |
|          | Inspectors   | \$11/hr X 7 hrs/day X 32 employees    |  |  |  |  | \$2,464 |         |                |
|          | Night Tellers  | \$11.50/hr X 3 hrs/day X 8 employees  |  |  |  |  | \$276   |         |                |
|          | Training Sessions  | \$11/hr X 2 hrs/day X 70 employees    |  |  |  |  | \$1,540 |         |                |
|          | Poll Workers - Early Voting  | \$12/hr                               |  |  |  |  | \$0     |         |                |
|          | Election Services-State Elections  | \$20/hr X 30 hrs/wk X 4 weeks         |  |  |  |  | \$0     |         |                |
|          | <b>NOTE: Elections salary rates to be confirmed prior to next election</b> |                                       |  |  |  |  |         |         |                |
|          | 51140 OVERTIME   |                                       |  |  |  |  |         | \$263   |                |
|          | GORHAM, DIANE  | ASSISTANT TOWN CLERK                  |  |  |  |  | \$263   |         |                |
|          | C15  | 10 29.1754 6 HRS X 1 1/2              |  |  |  |  |         |         |                |
|          | <b>PERSONNEL SERVICES TOTAL</b>  |                                       |  |  |  |  |         |         | <b>\$6,503</b> |
| 10162002 | 52:EXPENSES:PURCHASE OF SERVICES   |                                       |  |  |  |  |         |         | \$3,960        |
|          | 52100 CONTRACTUAL SERVICES   |                                       |  |  |  |  |         | \$3,960 |                |
|          | Accuvote - Voting Machine Maint Contract                                   |                                       |  |  |  |  | \$1,000 |         |                |
|          | ESS Automark maintenance   |                                       |  |  |  |  | \$400   |         |                |
|          | Constable \$60/posting   |                                       |  |  |  |  | \$60    |         |                |
|          | AccuVote Coding & Ballots  |                                       |  |  |  |  | \$2,500 |         |                |
|          | AccuVote Coding & Ballots - State Elections                                |                                       |  |  |  |  | \$0     |         |                |
|          | 54:EXPENSES:SUPPLIES   |                                       |  |  |  |  |         |         | \$1,650        |
|          | 54100 SUPPLIES   |                                       |  |  |  |  |         | \$1,650 |                |
|          | Automark Handicapped Coding  |                                       |  |  |  |  | \$1,000 |         |                |
|          | Food for Election Workers  |                                       |  |  |  |  | \$350   |         |                |
|          | Misc Supplies / Seals / Tape   |                                       |  |  |  |  | \$300   |         |                |

|  |       |  |  |  |  |         |  |                |                 |
|--|-------|--|--|--|--|---------|--|----------------|-----------------|
|  |       |  |  |  |  |         |  |                |                 |
|  |       | 55:EXPENSES:OTHER  |  |  |  |         |  | \$1,900        |                 |
|  | 55411 | POLICE DETAIL  |  |  |  | \$1,800 |  |                |                 |
|  | 55602 | ADVERTISING LEGAL  |  |  |  | \$100   |  |                |                 |
|  |       | <b>EXPENSES TOTAL</b>  |  |  |  |         |  | <b>\$7,510</b> |                 |
|  |       | <b>DEPARTMENT TOTAL</b>  |  |  |  |         |  |                | <b>\$14,013</b> |
|  |       | <b>NOTE: Budget based on one (1) election</b>  |  |  |  |         |  |                |                 |
|  |       | <b>Town Clerk and Election budgets aligned to place all Election-related expenses in Election budget</b> |  |  |  |         |  |                |                 |



**REGISTRAR - 1630**  
**FY18 BUDGET DETAIL**

*(Based on 52.2 weeks)*

|          |                                  |         |  |         |                |
|----------|----------------------------------|---------|--|---------|----------------|
| 10162001 | 51: PERSONNEL SERVICES           |         |  |         |                |
|          | 51003 SALARIES P/T               |         |  | \$1,075 |                |
|          | Registrar 1 @ \$800              | \$800   |  |         |                |
|          | Registrars 3 @ \$75/yr           | \$225   |  |         |                |
|          | Assist. Registrar 1 @ \$50/yr    | \$50    |  |         |                |
|          | <b>PERSONNEL SERVICES TOTAL</b>  |         |  |         | <b>\$1,075</b> |
| 10162002 | 52:EXPENSES:PURCHASE OF SERVICES |         |  |         |                |
|          | 52100 CONTRACTUAL SERVICES       |         |  | \$4,625 |                |
|          | Printed Census forms & postage   | \$3,800 |  |         |                |
|          | Resident Books (65)              | \$825   |  |         |                |
|          | <b>EXPENSES TOTAL</b>            |         |  |         | <b>\$4,625</b> |
|          | <b>DEPARTMENT TOTAL</b>          |         |  |         | <b>\$5,700</b> |
|          |                                  |         |  |         |                |
|          |                                  |         |  |         |                |
|          |                                  |         |  |         |                |
|          |                                  |         |  |         |                |





|        |       |   |  |  |      |         |  |          |                  |
|--------|-------|---|--|--|------|---------|--|----------|------------------|
|        | 52113 | TRAVEL                                  |  |  |      | \$100   |  |          |                  |
|        | 52116 | EQUIPMENT REPAIRS & MAINTENANCE         |  |  |      | \$475   |  |          |                  |
|        | 52130 | PRINTING                                |  |  |      | \$0     |  |          |                  |
|        | 52114 | DUES, SUBSCRIPTIONS, MEMBERSHIPS        |  |  |      | \$750   |  |          |                  |
|        |       | MACC                                    |  |  |      |         |  |          |                  |
| 171002 | 54:   | EXPENSES:SUPPLIES                       |  |  |      |         |  | \$11,010 |                  |
|        | 54100 | SUPPLIES                                |  |  |      | \$9,910 |  |          |                  |
|        |       | Hay Bales                               |  |  | 700  |         |  |          |                  |
|        |       | Stakes, flags, tools, bird houses, etc. |  |  | 3200 |         |  |          |                  |
|        |       | Equipment mower, blades, batteries      |  |  | 4000 |         |  |          |                  |
|        |       | Signs                                   |  |  | 660  |         |  |          |                  |
|        |       | Town of Wayland (water)                 |  |  | 350  |         |  |          |                  |
|        |       | Concrete boundary markers               |  |  | 1000 |         |  |          |                  |
|        | 54121 | POSTAGE                                 |  |  |      | \$0     |  |          |                  |
|        | 51New | CLOTHING                                |  |  |      | \$1,100 |  |          |                  |
|        |       | 3 @ \$350 + \$50                        |  |  |      |         |  |          |                  |
| 171002 | 55:   | EXPENSES:OTHER                          |  |  |      |         |  | \$200    |                  |
|        | 55602 | ADVERTISING LEGAL                       |  |  |      | \$200   |  |          |                  |
|        | 55675 | MILEAGE REIMBURSEMENT                   |  |  |      | \$0     |  |          |                  |
|        | 55676 | MEETINGS & CONFERENCES                  |  |  |      | \$0     |  |          |                  |
|        |       | <b>EXPENSES SUBTOTAL</b>                |  |  |      |         |  |          | <b>\$44,210</b>  |
|        |       | <b>DEPARTMENT TOTAL</b>                 |  |  |      |         |  |          | <b>\$214,512</b> |



## PLANNING - 1750

|                         |  | FY16             | FY17             | FY17 YTD        | FY18             | FY18 TA          |
|-------------------------|--|------------------|------------------|-----------------|------------------|------------------|
|                         |  | ACTUAL           | BUDGET           | 11/30/2016      | DEPT REQUESTED   | RECOMMENDED      |
| 10175001                | 51:PERSONNEL SERVICES                  |                  |                  |                 |                  |                  |
|                         | 51001 SALARIES                         | \$106,399        | \$105,000        | \$40,973        | \$105,000        | \$105,472        |
|                         | <b>PERSONNEL SERVICES TOTAL</b>        | <b>\$106,399</b> | <b>\$105,000</b> | <b>\$40,973</b> | <b>\$105,000</b> | <b>\$105,472</b> |
| 10175002                | 52: EXPENSES:PURCHASE OF SERVICES      |                  |                  |                 |                  |                  |
|                         | 52100 CONTRACTUAL SERVICES             | \$809            | \$800            | \$1,280         | \$1,500          | \$1,300          |
|                         | 52112 TRAINING & EDUCATION             | \$265            | \$1,000          | \$0             | \$800            | \$800            |
|                         | 52113 TRAVEL                           | \$111            | \$800            | \$169           | \$800            | \$400            |
|                         | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS | 0                | \$400            | \$0             | \$400            | \$400            |
|                         | <b>SUBTOTAL</b>                        | <b>\$1,185</b>   | <b>\$3,000</b>   | <b>\$1,449</b>  | <b>\$3,500</b>   | <b>\$2,900</b>   |
|                         | 54:EXPENSES:SUPPLIES                   |                  |                  |                 |                  |                  |
|                         | 54100 SUPPLIES                         | \$1,725          | \$1,500          | \$0             | \$1,000          | \$200            |
|                         | <b>SUBTOTAL</b>                        | <b>\$1,725</b>   | <b>\$1,500</b>   | <b>\$0</b>      | <b>\$1,000</b>   | <b>\$200</b>     |
|                         | 55:EXPENSES:OTHER                      |                  |                  |                 |                  |                  |
|                         | 55602 ADVERTISING LEGAL                |                  |                  |                 |                  | \$250            |
|                         | 55676 MEETINGS & CONFERENCES           |                  |                  |                 |                  | \$350            |
|                         | 52137 OTHER FRINGE BENEFITS            |                  |                  |                 |                  | \$240            |
|                         | new CLOTHING                           |                  |                  |                 |                  | \$355            |
|                         | <b>SUBTOTAL</b>                        |                  |                  |                 |                  | <b>\$1,195</b>   |
|                         | <b>EXPENSES TOTAL</b>                  | <b>\$2,910</b>   | <b>\$4,500</b>   | <b>\$1,449</b>  | <b>\$4,500</b>   | <b>\$4,295</b>   |
| <b>DEPARTMENT TOTAL</b> |  | <b>\$109,309</b> | <b>\$109,500</b> | <b>\$42,421</b> | <b>\$109,500</b> | <b>\$109,767</b> |

**PLANNING - 1750**  
**FY18 BUDGET DETAIL**

(Based on 52.2 weeks)

|        |                                  |  |    |         |                      |                           |          |           |                  |
|--------|----------------------------------|--|----|---------|----------------------|---------------------------|----------|-----------|------------------|
| 175001 | 51: PERSONNEL SERVICES           |  |    |         |                      | SALARY                    |          |           |                  |
|        | 51001                            | SALARIES   |    |         |                      |                           |          | \$105,472 |                  |
|        |                                  | SARKISIAN, SARKIS  |    |         | TOWN PLANNER         |                           | \$88,006 |           |                  |
|        |                                  | G8   | 10 | 48.1699 | HRLY                 |                           |          |           |                  |
|        |                                  | STAREK, CHERYL   |    |         | DEPARTMENT ASSISTANT |                           | \$17,465 |           |                  |
|        |                                  | C14  | 5  | 23.8989 | HRLY                 | x 14 hrs/wk (shared/Bldg) |          |           |                  |
|        |                                  | <b>PERSONNEL SERVICES SUBTOTAL</b>                       |    |         |                      |                           |          |           | <b>\$105,472</b> |
| 175002 | 52:EXPENSES:PURCHASE OF SERVICES |  |    |         |                      |                           | \$2,900  |           |                  |
|        | 52100                            | CONTRACTUAL SERVICES                                     |    |         |                      |                           | \$1,300  |           |                  |
|        |                                  | Research services for special projects and site planning |    |         |                      |                           |          |           |                  |
|        | 52112                            | TRAINING & EDUCATION                                     |    |         |                      |                           | \$800    |           |                  |
|        |                                  | DHCD & Planning courses, workshops                       |    |         |                      |                           |          |           |                  |
|        | 52113                            | TRAVEL   |    |         |                      |                           | \$400    |           |                  |
|        |                                  | Site visits  |    |         |                      |                           |          |           |                  |
|        | 52114                            | DUES, SUBSCRIPTIONS, MEMBERSHIPS                         |    |         |                      |                           | \$400    |           |                  |
|        |                                  | MA Assoc of Planning Directors                           |    |         |                      |                           |          |           |                  |
| 175002 | 54:EXPENSES:SUPPLIES             |  |    |         |                      |                           | \$200    |           |                  |
|        | 54100                            | SUPPLIES   |    |         |                      |                           | \$200    |           |                  |
|        |                                  | Presentations for public meetings                        |    |         |                      |                           |          |           |                  |
| 175002 | 55:EXPENSES:OTHER                |  |    |         |                      |                           | \$1,195  |           |                  |
|        | 55602                            | ADVERTISING LEGAL  |    |         |                      |                           | \$250    |           |                  |
|        | 55676                            | MEETINGS & CONFERENCES                                   |    |         |                      |                           | \$350    |           |                  |
|        |                                  | Meetings / Workshops                                     |    |         |                      |                           |          |           |                  |
|        | 52137                            | OTHER FRINGE BENEFITS                                    |    |         |                      |                           | \$240    |           |                  |
|        |                                  | Dinner @ \$10/Board meeting                              |    |         |                      |                           |          |           |                  |
|        | new                              | CLOTHING   |    |         |                      |                           | \$355    |           |                  |
|        |                                  | <b>EXPENSES SUBTOTAL</b>                                 |    |         |                      |                           |          |           | <b>\$4,295</b>   |
|        |                                  | <b>TOTAL</b>   |    |         |                      |                           |          |           | <b>\$109,767</b> |

## SURVEYOR - 1770

|                         |                                      | FY16             | FY17             | FY17 YTD        | FY18             | FY18 TA          |
|-------------------------|--------------------------------------|------------------|------------------|-----------------|------------------|------------------|
|                         |                                      | ACTUAL           | BUDGET           | 11/30/2016      | DEPT REQUESTED   | RECOMMENDED      |
| 10177001                | 51:PERSONNEL SERVICES                |                  |                  |                 |                  |                  |
|                         | 51001 SALARIES                       | \$165,319        | \$168,118        | \$68,817        | \$168,118        | \$168,764        |
|                         | <b>PERSONNEL SERVICES TOTAL</b>      | <b>\$165,319</b> | <b>\$168,118</b> | <b>\$68,817</b> | <b>\$168,118</b> | <b>\$168,764</b> |
| 10177002                | 52: EXPENSES:PURCHASE OF SERVICES    |                  |                  |                 |                  |                  |
|                         | 52100 CONTRACTUAL SERVICES           | \$10,674         | \$18,000         | \$5,315         | \$18,000         | \$3,550          |
|                         | 52112 TRAINING & EDUCATION           | \$723            | \$3,000          | \$0             | \$3,000          | \$3,000          |
|                         | 52113 TRAVEL                         | \$0              | \$0              | \$438           | \$0              | \$2,000          |
|                         | 52116 EQUIPMENT REPAIR               | \$2,639          | \$2,000          | \$4,446         | \$2,000          | \$2,000          |
|                         | 52117 VEHICLE REPAIR                 |                  |                  |                 |                  | \$200            |
|                         | 52114 DUES,SUBSCRIPTIONS,MEMBERSHIPS | \$0              | \$0              |                 | \$0              | \$500            |
|                         | <b>SUBTOTAL</b>                      | <b>\$14,035</b>  | <b>\$23,000</b>  | <b>\$10,199</b> | <b>\$23,000</b>  | <b>\$11,250</b>  |
|                         | 54:EXPENSES:SUPPLIES                 |                  |                  |                 |                  |                  |
|                         | 54100 SUPPLIES                       | \$2,580          | \$4,250          | \$549           | \$4,250          | \$4,000          |
|                         | <b>SUBTOTAL</b>                      | <b>\$2,580</b>   | <b>\$4,150</b>   | <b>\$549</b>    | <b>\$4,250</b>   | <b>\$4,000</b>   |
|                         | 55:EXPENSES:OTHER                    |                  |                  |                 |                  |                  |
|                         | 51NEW CLOTHING                       |                  |                  |                 |                  | \$355            |
|                         | 55536 SOFTWARE LICENSING             |                  |                  |                 |                  | \$5,500          |
|                         | 55676 MEETINGS & CONFERENCES         |                  |                  |                 |                  | \$150            |
|                         | <b>SUBTOTAL</b>                      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$6,005</b>   |
|                         | <b>EXPENSES TOTAL</b>                | <b>\$16,615</b>  | <b>\$27,150</b>  | <b>\$10,748</b> | <b>\$27,250</b>  | <b>\$21,255</b>  |
| <b>DEPARTMENT TOTAL</b> |                                      | <b>\$181,935</b> | <b>\$195,268</b> | <b>\$79,565</b> | <b>\$195,368</b> | <b>\$190,019</b> |
|                         |                                      |                  |                  |                 |                  |                  |
|                         |                                      |                  |                  |                 |                  |                  |
|                         |                                      |                  |                  |                 |                  |                  |
|                         |                                      |                  |                  |                 |                  |                  |
|                         |                                      |                  |                  |                 |                  |                  |

**SURVEYOR - 1770**  
**FY18 BUDGET DETAIL**

*(Based on 52.2 weeks)*

|          |  |    |         |               |  |             |                  |
|----------|--|----|---------|---------------|--|-------------|------------------|
| 10177001 | 51: PERSONNEL SERVICES                 |    |         |               |  | SALARY      |                  |
|          | 51001 SALARIES                         |    |         |               |  |             |                  |
|          | BERRY, ALFRED                          |    |         | TOWN SURVEYOR |  | \$88,006.41 |                  |
|          | G8 - STEP                              | 10 | 48.1699 | HRLY          |  |             |                  |
|          | DECKER, BRENDAN                        |    |         | GIS ANALYST   |  | \$80,757.42 |                  |
|          | G7                                     | 10 | 44.2022 | HRLY          |  |             |                  |
|          | <b>PERSONNEL SERVICES TOTAL</b>        |    |         |               |  |             | <b>\$168,764</b> |
| 10177002 | 52:EXPENSES:PURCHASE OF SERVICES       |    |         |               |  | \$11,250    |                  |
|          | 52100 CONTRACTUAL SERVICES             |    |         |               |  | \$3,550     |                  |
|          | CAI Support                            |    |         | \$3,550       |  |             |                  |
|          | 52112 TRAINING & EDUCATION             |    |         |               |  | \$3,000     |                  |
|          | 52113 TRAVEL                           |    |         |               |  | \$2,000     |                  |
|          | NACIS Conference                       |    |         | \$2,000       |  |             |                  |
|          | 52116 EQUIPMENT REPAIRS & MAINTENANCE  |    |         |               |  | \$2,000     |                  |
|          | Makepeace                              |    |         | \$300         |  |             |                  |
|          | 52117 VEHICLE REPAIR                   |    |         |               |  | \$200       |                  |
|          | vehicle oil change                     |    |         | \$80          |  |             |                  |
|          | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS |    |         |               |  | \$500       |                  |
|          | MALSCE DUES                            |    |         | \$300         |  |             |                  |
|          | NACIS Dues (Brendan)                   |    |         | \$50          |  |             |                  |
|          | MA (Aif)                               |    |         | \$150         |  |             |                  |
|          | 54:EXPENSES:SUPPLIES                   |    |         |               |  | \$4,000     |                  |
|          | 54100 SUPPLIES                         |    |         |               |  | \$4,000     |                  |
|          | 54111 VEHICLE GAS                      |    |         |               |  | \$0         |                  |
|          | 55:EXPENSES:OTHER                      |    |         |               |  | \$6,005     |                  |
|          | 51New Clothing (Brendan)               |    |         |               |  | \$355       |                  |
|          | 55536 SOFTWARE LICENSING               |    |         |               |  | \$5,500     |                  |

|  |       |                         |  |  |         |       |  |  |                  |
|--|-------|-------------------------|--|--|---------|-------|--|--|------------------|
|  |       | ESRI Argus              |  |  | \$3,750 |       |  |  |                  |
|  |       | AutoCad                 |  |  | \$30    |       |  |  |                  |
|  |       | AutoDesk Design Suite   |  |  | \$1,425 |       |  |  |                  |
|  |       | Other                   |  |  | \$295   |       |  |  |                  |
|  | 55675 | MILEAGE REIMBURSEMENT   |  |  |         | \$0   |  |  |                  |
|  | 55676 | MEETINGS & CONFERENCES  |  |  |         | \$150 |  |  |                  |
|  |       | MALSCE Meeting          |  |  | \$30    |       |  |  |                  |
|  |       | NEGIS Meeting (Brendan) |  |  | \$65    |       |  |  |                  |
|  |       | Other                   |  |  | \$55    |       |  |  |                  |
|  |       | <b>EXPENSES TOTAL</b>   |  |  |         |       |  |  | <b>\$21,255</b>  |
|  |       | <b>DEPARTMENT TOTAL</b> |  |  |         |       |  |  | <b>\$190,019</b> |

## FACILITIES UTILITIES - 1918

|                         |                       |             | <b>FY16</b>      | <b>FY17</b>      | <b>FY17 YTD</b>   | <b>FY18</b>           | <b>FY18 TA</b>     |
|-------------------------|-----------------------|-------------|------------------|------------------|-------------------|-----------------------|--------------------|
|                         |                       |             | <b>ACTUAL</b>    | <b>BUDGET</b>    | <b>11/30/2016</b> | <b>DEPT REQUESTED</b> | <b>RECOMMENDED</b> |
| 10191802                | 53:EXPENSES:UTILITIES |             |                  |                  |                   |                       |                    |
|                         | 53101                 | HEAT OIL    | \$3,176          | \$0              | \$0               | \$0                   | \$0                |
|                         | 53102                 | NATURAL GAS | \$90,796         | \$138,500        | \$12,168          | \$105,000             | \$105,000          |
|                         | 53103                 | ELECTRICITY | \$262,351        | \$271,000        | \$114,345         | \$243,000             | \$243,000          |
|                         | 53104                 | PHONE       | \$64,210         | \$92,000         | \$29,533          | \$85,000              | \$69,000           |
|                         | 53114                 | MOBILE      |                  |                  |                   |                       | \$16,000           |
|                         | 53105                 | WATER       | \$9,269          | \$18,000         | \$5,813           | \$18,000              | \$18,000           |
|                         | 53106                 | WASTEWATER  | \$19,014         | \$41,000         | \$14,000          | \$36,000              | \$36,000           |
|                         | <b>SUBTOTAL</b>       |             | \$448,815        | \$560,500        | \$175,860         | \$487,000             | \$487,000          |
|                         | <b>EXPENSES TOTAL</b> |             | \$448,815        | \$560,500        | \$175,860         | \$487,000             | \$487,000          |
| <b>DEPARTMENT TOTAL</b> |                       |             | <b>\$448,815</b> | <b>\$560,500</b> | <b>\$175,860</b>  | <b>\$487,000</b>      | <b>\$487,000</b>   |

## FACILITIES UTILITIES - 1918

### FY18 BUDGET DETAIL

|                         |                       |             |  |  |  |           |  |  |                  |
|-------------------------|-----------------------|-------------|--|--|--|-----------|--|--|------------------|
|                         |                       |             |  |  |  |           |  |  |                  |
| 10191802                | 53:EXPENSES:UTILITIES |             |  |  |  |           |  |  | \$487,000        |
|                         | 53101                 | HEAT OIL    |  |  |  | \$0       |  |  |                  |
|                         | 53102                 | NATURAL GAS |  |  |  | \$105,000 |  |  |                  |
|                         | 53103                 | ELECTRICITY |  |  |  | \$243,000 |  |  |                  |
|                         | 53104                 | PHONE       |  |  |  | \$69,000  |  |  |                  |
|                         | 53114                 | MOBILE      |  |  |  | \$16,000  |  |  |                  |
|                         | 53105                 | WATER       |  |  |  | \$18,000  |  |  |                  |
|                         | 53106                 | WASTEWATER  |  |  |  | \$36,000  |  |  |                  |
|                         | <b>EXPENSES TOTAL</b> |             |  |  |  |           |  |  | <b>\$487,000</b> |
| <b>DEPARTMENT TOTAL</b> |                       |             |  |  |  |           |  |  | <b>\$487,000</b> |

## FACILITIES SUPPLIES - 1919

|          |                          | FY16            | FY17            | FY17 YTD       | FY18            | FY18 TA         |
|----------|--------------------------|-----------------|-----------------|----------------|-----------------|-----------------|
|          |                          | ACTUAL          | BUDGET          | 11/30/2016     | DEPT REQUESTED  | RECOMMENDED     |
| 10191902 | 54:EXPENSES:SUPPLIES     |                 |                 |                |                 |                 |
|          | 54105 CUSTODIAL SUPPLIES | \$16,085        | \$25,000        | \$7,495        | \$25,000        | \$20,000        |
|          | 54111 VEHICLE GASOLINE   | \$2,796         | \$8,000         | \$988          | \$8,000         | \$5,000         |
|          | 54500 SMALL EQUIPMENT    | \$7,533         | \$10,000        | \$0            | \$10,000        | \$8,000         |
|          | <b>SUBTOTAL</b>          | <b>\$26,414</b> | <b>\$43,000</b> | <b>\$8,484</b> | <b>\$43,000</b> | <b>\$33,000</b> |
|          | <b>EXPENSES TOTAL</b>    | <b>\$26,414</b> | <b>\$43,000</b> | <b>\$8,484</b> | <b>\$43,000</b> | <b>\$33,000</b> |
|          | <b>DEPARTMENT TOTAL</b>  | <b>\$26,414</b> | <b>\$43,000</b> | <b>\$8,484</b> | <b>\$43,000</b> | <b>\$33,000</b> |



## FACILITIES SUPPLIES - 1919

### FY18 BUDGET DETAIL

|                         |                       |                    |  |  |  |          |  |                 |                 |
|-------------------------|-----------------------|--------------------|--|--|--|----------|--|-----------------|-----------------|
|                         |                       |                    |  |  |  |          |  |                 |                 |
| 10191902                | 54:EXPENSES:SUPPLIES  |                    |  |  |  |          |  | \$33,000        |                 |
|                         | 54105                 | CUSTODIAL SUPPLIES |  |  |  | \$20,000 |  |                 |                 |
|                         | 54111                 | VEHICLE GASOLINE   |  |  |  | \$5,000  |  |                 |                 |
|                         | 54500                 | SMALL EQUIPMENT    |  |  |  | \$8,000  |  |                 |                 |
|                         | <b>EXPENSES TOTAL</b> |                    |  |  |  |          |  | <b>\$33,000</b> |                 |
| <b>DEPARTMENT TOTAL</b> |                       |                    |  |  |  |          |  |                 | <b>\$33,000</b> |
|                         |                       |                    |  |  |  |          |  |                 |                 |

## FACILITIES - 1920

|                         |  | FY16             | FY17             | FY17 YTD         | FY18             | FY18 TA          |
|-------------------------|--|------------------|------------------|------------------|------------------|------------------|
|                         |  | ACTUAL           | BUDGET           | 11/30/2016       | DEPT REQUESTED   | RECOMMENDED      |
| 10192001                | 51:PERSONNEL SERVICES                  |                  |                  |                  |                  |                  |
|                         | 51001 SALARIES                         | \$263,340        | \$270,932        | \$103,678        | \$274,130        | \$254,198        |
|                         | 51140 OVERTIME                         | \$2,265          | \$7,000          | \$1,268          | \$5,000          | \$12,000         |
|                         | <b>PERSONNEL SERVICES TOTAL</b>        | <b>\$265,606</b> | <b>\$277,932</b> | <b>\$104,945</b> | <b>\$279,130</b> | <b>\$266,198</b> |
| 10192002                | 52:EXPENSES:PURCHASE OF SERVICES       |                  |                  |                  |                  |                  |
|                         | 52100 CONTRACTUAL SERVICES             | \$93,914         | \$80,000         | \$54,142         | \$90,000         | \$37,000         |
|                         | 52101 PROFESSIONAL SERVICES            |                  |                  |                  |                  | \$3,000          |
|                         | 52112 TRAINING & EDUCATION             | \$2,420          | \$3,000          | \$0              | \$3,000          | \$3,000          |
|                         | 52113 TRAVEL                           | \$183            | \$2,000          | \$26             | \$2,000          | \$1,000          |
|                         | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS |                  |                  |                  |                  | \$0              |
|                         | 52115 BUILDING REPAIR                  | \$65,290         | \$75,000         | \$7,278          | \$75,000         | \$75,000         |
|                         | 52117 VEHICLE REPAIR                   | \$6,208          | \$4,500          | \$1,848          | \$4,500          | \$3,000          |
|                         | 52121 DISPOSAL                         | \$17,500         | \$18,500         | \$7,501          | \$18,500         | \$16,500         |
|                         | 52131 ELEVATOR REPAIR                  | \$5,062          | \$10,000         | \$2,008          | \$10,000         | \$9,000          |
|                         | 52132 ELECTRICAL REPAIR                | \$23,736         | \$42,000         | \$10,677         | \$42,000         | \$25,000         |
|                         | 52133 HVAC REPAIR                      | \$38,978         | \$42,000         | \$34,897         | \$45,000         | \$45,000         |
|                         | <b>SUBTOTAL</b>                        | <b>\$253,291</b> | <b>\$277,000</b> | <b>\$118,377</b> | <b>\$290,000</b> | <b>\$217,500</b> |
|                         | 54:EXPENSES:SUPPLIES                   |                  |                  |                  |                  |                  |
|                         | 54100 SUPPLIES                         |                  |                  |                  |                  | \$3,000          |
|                         | 54121 POSTAGE                          |                  |                  |                  |                  | \$100            |
|                         | <b>SUBTOTAL</b>                        |                  |                  |                  |                  | <b>\$3,100</b>   |
|                         | 55:EXPENSES:OTHER                      |                  |                  |                  |                  |                  |
|                         | 55431 COPIER LEASE                     |                  |                  |                  |                  | \$51,000         |
|                         | 55536 SOFTWARE LICENSING               |                  |                  |                  |                  | \$7,800          |
|                         | 55602 ADVERTISING LEGAL                |                  |                  |                  |                  | \$1,000          |
|                         | 55676 MEETINGS & CONFERENCES           |                  |                  |                  |                  | \$500            |
|                         | <b>SUBTOTAL</b>                        |                  |                  |                  |                  | <b>\$60,300</b>  |
|                         | <b>EXPENSES TOTAL</b>                  | <b>\$253,291</b> | <b>\$277,000</b> | <b>\$118,377</b> | <b>\$290,000</b> | <b>\$280,900</b> |
| <b>DEPARTMENT TOTAL</b> |  | <b>\$518,897</b> | <b>\$554,932</b> | <b>\$223,322</b> | <b>\$569,130</b> | <b>\$547,098</b> |

## FACILITIES - 1920 FY18 BUDGET DETAIL

*(Based on 52.2 weeks)*

|          |  |  |    |         |                           |           |  |           |                  |  |
|----------|--|--|----|---------|---------------------------|-----------|--|-----------|------------------|--|
| 10192001 | 51:PERSONNEL SERVICES                  |  |    |         |                           |           |  |           |                  |  |
|          | 51001 SALARIES                         |  |    |         |                           |           |  |           |                  |  |
|          |  | KEEFE, KENNETH   |    |         | PUBLIC BUILDINGS DIRECTOR | \$111,447 |  |           |                  |  |
|          |  | N11-STEP   | 10 | 60.9999 | HRLY                      |           |  |           |                  |  |
|          |  | WINKLEMAN, JOHN  |    |         | CUSTODIAN                 | \$53,294  |  |           |                  |  |
|          |  |  |    | 25.5240 | 40 Hrs/Wk                 |           |  |           |                  |  |
|          |  | SLAVIN, SEAN   |    |         | CUSTODIAN                 | \$27,723  |  |           |                  |  |
|          |  |  |    | 22.1290 | 40 Hrs/Wk (60% Town)      |           |  |           |                  |  |
|          |  | FLORISVAL, GONCALVES   |    |         | CUSTODIAN (LIB)           | \$44,110  |  |           |                  |  |
|          |  |  |    | 24.1434 | 35 Hrs/Wk                 |           |  |           |                  |  |
|          |  | LONGEVITY (2 employees)                                      |    |         |                           | \$1,200   |  |           |                  |  |
|          | 51003 P/T SALARIES                     |  |    |         |                           |           |  |           |                  |  |
|          |  | LUZ, JOSE  |    |         | CUSTODIAN (PSB)           | \$16,424  |  |           |                  |  |
|          |  |  |    | 16.5600 | 19 Hrs/Wk                 |           |  |           |                  |  |
|          | 51140 OVERTIME                         |  |    |         |                           | \$12,000  |  |           |                  |  |
|          | <b>PERSONNEL SERVICES TOTAL</b>        |  |    |         |                           |           |  |           | <b>\$266,198</b> |  |
| 10192002 | 52:EXPENSES:PURCHASE OF SERVICES       |  |    |         |                           |           |  | \$217,500 |                  |  |
|          | 52100 CONTRACTUAL SERVICES             |  |    |         |                           | \$37,000  |  |           |                  |  |
|          |  | Cleaning, Pest Control, Maint & Service, Repairs, Keys/Locks |    |         |                           |           |  |           |                  |  |
|          | 52101 PROFESSIONAL SERVICES            |  |    |         |                           | \$3,000   |  |           |                  |  |
|          |  | Alarm services, Boiler & Fire Inspections                    |    |         |                           |           |  |           |                  |  |
|          | 52112 TRAINING & EDUCATION             |  |    |         |                           | \$3,000   |  |           |                  |  |
|          | 52113 TRAVEL                           |  |    |         |                           | \$1,000   |  |           |                  |  |
|          | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS |  |    |         |                           | \$0       |  |           |                  |  |
|          | 52115 BUILDING REPAIR                  |  |    |         |                           | \$75,000  |  |           |                  |  |

|  |       |                                  |  |  |          |  |  |                  |                  |
|--|-------|----------------------------------|--|--|----------|--|--|------------------|------------------|
|  | 52117 | VEHICLE REPAIR                   |  |  | \$3,000  |  |  |                  |                  |
|  | 52121 | DISPOSAL                         |  |  | \$16,500 |  |  |                  |                  |
|  |       | Town Buildings/Waste & Recycling |  |  |          |  |  |                  |                  |
|  | 52131 | ELEVATOR REPAIR                  |  |  | \$9,000  |  |  |                  |                  |
|  | 52132 | ELECTRICAL REPAIR                |  |  | \$25,000 |  |  |                  |                  |
|  | 52133 | HVAC REPAIR                      |  |  | \$45,000 |  |  |                  |                  |
|  |       | HVAC, Plumbing, Boiler           |  |  |          |  |  |                  |                  |
|  |       |                                  |  |  |          |  |  |                  |                  |
|  |       | 54:EXPENSES:SUPPLIES             |  |  |          |  |  | \$3,100          |                  |
|  | 54100 | SUPPLIES                         |  |  | \$3,000  |  |  |                  |                  |
|  | 54121 | POSTAGE (shipping)               |  |  | \$100    |  |  |                  |                  |
|  |       |                                  |  |  |          |  |  |                  |                  |
|  |       | 55:EXPENSES:OTHER                |  |  |          |  |  | \$60,300         |                  |
|  | 55431 | COPIER LEASE                     |  |  | \$51,000 |  |  |                  |                  |
|  | 55536 | SOFTWARE LICENSING               |  |  | \$7,800  |  |  |                  |                  |
|  | 55602 | ADVERTISING LEGAL                |  |  | \$1,000  |  |  |                  |                  |
|  | 55676 | MEETINGS & CONFERENCES           |  |  | \$500    |  |  |                  |                  |
|  |       | <b>EXPENSES TOTAL</b>            |  |  |          |  |  | <b>\$280,900</b> |                  |
|  |       |                                  |  |  |          |  |  |                  |                  |
|  |       | <b>DEPARTMENT TOTAL</b>          |  |  |          |  |  |                  | <b>\$547,098</b> |
|  |       |                                  |  |  |          |  |  |                  |                  |

## MISC COMMITTEES - 1940

|                         |                                  |                            | FY16<br>ACTUAL  | FY17<br>BUDGET  | FY17 YTD<br>11/30/2016 | FY18<br>DEPT REQUESTED | FY18 TA<br>RECOMMENDED |
|-------------------------|----------------------------------|----------------------------|-----------------|-----------------|------------------------|------------------------|------------------------|
| 10194002                | 52:EXPENSES:PURCHASE OF SERVICES |                            |                 |                 |                        |                        |                        |
|                         | 52140                            | HISTORICAL COMM            | \$483           | \$1,000         | \$0                    | \$1,000                | \$1,000                |
|                         | 52141                            | SURFACE WATER QUALITY COMM | \$43,500        | \$43,500        | \$32,856               | \$43,500               | \$43,500               |
|                         | 52142                            | HISTORIC DISTRICT COMM     | \$0             | \$275           | \$0                    | \$275                  | \$275                  |
|                         | 52143                            | PUBLIC CEREMONIES          | \$2,499         | \$2,500         | \$136                  | \$2,500                | \$2,500                |
|                         | <b>SUBTOTAL</b>                  |                            | <b>\$46,482</b> | <b>\$47,275</b> | <b>\$32,992</b>        | <b>\$47,275</b>        | <b>\$47,275</b>        |
|                         | <b>EXPENSES TOTAL</b>            |                            | <b>\$46,482</b> | <b>\$47,275</b> | <b>\$32,992</b>        | <b>\$47,275</b>        | <b>\$47,275</b>        |
| <b>DEPARTMENT TOTAL</b> |                                  |                            | <b>\$46,482</b> | <b>\$47,275</b> | <b>\$32,992</b>        | <b>\$47,275</b>        | <b>\$47,275</b>        |
|                         |                                  |                            |                 |                 |                        |                        |                        |
|                         |                                  |                            |                 |                 |                        |                        |                        |
|                         |                                  |                            |                 |                 |                        |                        |                        |
|                         |                                  |                            |                 |                 |                        |                        |                        |
|                         |                                  |                            |                 |                 |                        |                        |                        |

## MISC COMMITTEES - 1940

### FY18 BUDGET DETAIL

*(Based on 52.2 weeks)*

|          |                                  |  |  |  |          |                 |                 |
|----------|----------------------------------|--|--|--|----------|-----------------|-----------------|
| 10194002 | 52:EXPENSES:PURCHASE OF SERVICES |  |  |  |          |                 |                 |
|          | 52140 HISTORICAL COMM            |  |  |  | \$1,000  |                 |                 |
|          | 52141 SURFACE WATER QUALITY COMM |  |  |  | \$43,500 |                 |                 |
|          | 52142 HISTORIC DISTRICT COMM     |  |  |  | \$275    |                 |                 |
|          | 52143 PUBLIC CEREMONIES          |  |  |  | \$2,500  |                 |                 |
|          | <b>SUBTOTAL</b>                  |  |  |  |          | <b>\$47,275</b> |                 |
|          | <b>EXPENSES TOTAL</b>            |  |  |  |          |                 | <b>\$47,275</b> |
|          | <b>DEPARTMENT TOTAL</b>          |  |  |  |          |                 | <b>\$47,275</b> |

**POLICE - 2100**

|          |   |  | <b>FY16</b>        | <b>FY17</b>        | <b>FY17 YTD</b>   | <b>FY18</b>           | <b>FY18 TA</b>     |  |
|----------|---|--|--------------------|--------------------|-------------------|-----------------------|--------------------|--|
|          |   |  | <b>ACTUAL</b>      | <b>BUDGET</b>      | <b>11/30/2016</b> | <b>DEPT REQUESTED</b> | <b>RECOMMENDED</b> |  |
| 10210001 | <b>51:PERSONNEL SERVICES</b>            |  |                    |                    |                   |                       |                    |  |
|          | 51001 SALARIES                          |  | \$2,030,887        | \$2,131,693        | \$815,268         | \$2,243,457           | \$2,081,317        |  |
|          | 51003 SALARIES P/T                      |  | \$0                | \$0                | \$0               | \$0                   | \$65,168           |  |
|          | 51140 POLICE O/T                        |  | \$229,302          | \$225,000          | \$81,184          | \$225,000             | \$225,000          |  |
|          | PAID HOLIDAY                            |  | \$0                | \$0                | \$0               | \$0                   | \$106,401          |  |
|          | CLOTHING                                |  | \$0                | \$0                | \$0               | \$0                   | \$0                |  |
|          | STIPEND                                 |  |                    |                    |                   |                       | \$0                |  |
|          | <b>PERSONNEL SERVICES TOTAL</b>         |  | <b>\$2,260,189</b> | <b>\$2,356,693</b> | <b>\$896,452</b>  | <b>\$2,468,457</b>    | <b>\$2,477,885</b> |  |
| 10210002 | <b>52:EXPENSES:PURCHASE OF SERVICES</b> |  |                    |                    |                   |                       |                    |  |
|          | 52100 CONTRACTUAL SERVICES              |  | \$32,453           | \$34,460           | \$16,020          | \$34,460              | \$11,000           |  |
|          | 52111 PHYSICALS                         |  | \$2,450            | \$5,250            | \$1,000           | \$5,250               | \$5,250            |  |
|          | 52112 TRAINING & EDUCATION              |  | \$22,975           | \$27,000           | \$12,194          | \$27,000              | \$20,000           |  |
|          | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS  |  |                    |                    |                   |                       | \$6,750            |  |
|          | 52116 EQUIPMENT REPAIR                  |  | \$3,757            | \$7,800            | \$1,270           | \$7,800               | \$7,800            |  |
|          | 52117 VEHICULAR REPAIRS                 |  | \$14,300           | \$21,100           | \$3,579           | \$21,100              | \$21,100           |  |
|          | 52127 TRAFFIC CONTROL                   |  | \$46,755           | \$40,000           | \$13,002          | \$40,000              | \$40,000           |  |
|          | 52139 SPECIAL SERVICES                  |  | \$4,550            | \$5,100            | \$240             | \$5,100               | \$5,100            |  |
|          | <b>SUBTOTAL</b>                         |  | <b>\$127,239</b>   | <b>\$140,710</b>   | <b>\$47,305</b>   | <b>\$140,710</b>      | <b>\$117,000</b>   |  |
|          | <b>53:EXPENSES:UTILITIES</b>            |  |                    |                    |                   |                       |                    |  |
|          | 53114 CELLULAR / MOBILE                 |  |                    |                    |                   |                       | \$500              |  |
|          | <b>SUBTOTAL</b>                         |  |                    |                    |                   |                       | <b>\$500</b>       |  |
|          | <b>54:EXPENSES:SUPPLIES</b>             |  |                    |                    |                   |                       |                    |  |
|          | 54100 SUPPLIES                          |  | \$15,016           | \$15,000           | \$2,665           | \$15,000              | \$15,000           |  |
|          | 54111 VEHICLE GAS                       |  | \$33,313           | \$52,000           | \$10,911          | \$44,000              | \$44,000           |  |
|          | 54115 UNIFORMS                          |  | \$11,435           | \$11,400           | \$7,218           | \$11,400              | \$11,400           |  |
|          | 54500 SMALL EQUIPMENT                   |  | \$974              | \$1,000            | \$0               | \$1,000               | \$1,000            |  |
|          | 54503 VEHICLES                          |  | \$88,358           | \$90,000           | \$34,130          | \$90,000              | \$90,000           |  |
|          | <b>SUBTOTAL</b>                         |  | <b>\$149,096</b>   | <b>\$169,400</b>   | <b>\$54,924</b>   | <b>\$161,400</b>      | <b>\$161,400</b>   |  |
|          | <b>55:EXPENSES:OTHER</b>                |  |                    |                    |                   |                       |                    |  |
|          | 55431 COPIER LEASE                      |  | \$0                | \$0                | \$0               | \$0                   | \$1,750            |  |
|          | 55536 SOFTWARE LICENSING                |  | \$0                | \$0                | \$0               | \$0                   | \$18,100           |  |
|          | 55676 MEETINGS & CONFERENCES            |  | \$0                | \$0                | \$0               | \$0                   | \$0                |  |
|          | <b>SUBTOTAL</b>                         |  | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>        | <b>\$0</b>            | <b>\$19,850</b>    |  |
|          | <b>EXPENSES TOTAL</b>                   |  | <b>\$276,336</b>   | <b>\$310,110</b>   | <b>\$102,229</b>  | <b>\$302,110</b>      | <b>\$298,750</b>   |  |
|          | <b>DEPARTMENT TOTAL</b>                 |  | <b>\$2,536,524</b> | <b>\$2,666,803</b> | <b>\$998,682</b>  | <b>\$2,770,567</b>    | <b>\$2,776,635</b> |  |

**POLICE - 2100**  
**FY18 BUDGET DETAIL**

*(Based on 52.2 weeks)*

|          |                       |                     |             |                 |      |                         |                |              |                   |             |             |                 |              |                 |              |  |
|----------|-----------------------|---------------------|-------------|-----------------|------|-------------------------|----------------|--------------|-------------------|-------------|-------------|-----------------|--------------|-----------------|--------------|--|
| 10210001 | 51:PERSONNEL SERVICES |                     |             |                 |      |                         |                |              | \$1,599,438.41    |             |             |                 |              |                 |              |  |
|          | <b>51001</b>          | <b>SALARIES F/T</b> | <b>EDUC</b> | <b>DIFF/SPC</b> |      |                         | <b>OT RATE</b> | <b>BASE</b>  | <b>TOTAL STIP</b> | <b>STIP</b> | <b>EDUC</b> | <b>DIFF/SPC</b> | <b>CIVIL</b> | <b>DFIB/CLO</b> | <b>TOTAL</b> |  |
|          |                       | IRVING, ROBERT      |             |                 |      | POLICE CHIEF            |                | \$134,359.86 | \$34,189.97       |             |             |                 |              |                 | \$168,550    |  |
|          |                       | N14                 | 10          | 25%             | 0%   | \$68.6385 HRLY - 35     | \$102.96       |              |                   | HOL         | \$33,589.97 |                 |              | \$600           |              |  |
|          |                       | SWANICK, PATRICK    |             |                 |      | POLICE LIEUTENANT       |                | \$97,332.97  | \$24,933.24       |             |             |                 |              |                 | \$122,266    |  |
|          |                       | N9                  | 10          | 25%             | 0%   | \$49.7231 HRLY - 35     | \$74.58        | OT           |                   | HOL         | \$24,333.24 |                 |              | \$600           |              |  |
|          |                       | AKINS, CHARLES      |             |                 |      | SERGEANT                |                | \$75,646.80  | \$15,803.49       |             |             |                 |              |                 | \$91,450     |  |
|          |                       | P2                  | 4           | 10%             | 6%   | \$38.6446 HRLY - 37.5   | \$61.75        | OT           | \$494.00          | HOL         | \$7,564.68  | \$4,538.81      | \$2,500      | \$1,200         |              |  |
|          |                       | BERGER, JAMIE       |             |                 |      | DETECTIVE SERGEANT      |                | \$75,646.80  | \$27,150.51       |             |             |                 |              |                 | \$102,797    |  |
|          |                       | P2                  | 4           | 25%             | 6%   | \$38.6446 HRLY - 37.5   | \$61.75        | OT           | \$494.00          | HOL         | \$18,911.70 | \$4,538.81      | \$2,500      | \$1,200         |              |  |
|          |                       | GIBBONS, SEAN       |             |                 |      | ADMINISTRATIVE SERGEANT |                | \$75,646.80  | \$27,900.51       |             |             |                 |              |                 | \$103,547    |  |
|          |                       | P2                  | 4           | 25%             | 6%   | \$38.6446 HRLY - 37.5   | \$62.33        | OT           | \$498.64          | HOL         | \$18,911.70 | \$4,538.81      | \$2,500      | \$1,200         |              |  |
|          |                       |                     |             |                 |      |                         |                |              | \$750.00          | TR VEH      |             |                 |              |                 |              |  |
|          |                       | SMITH, WILLIAM      |             |                 |      | SERGEANT                |                | \$75,646.80  | \$18,072.89       |             |             |                 |              |                 | \$93,720     |  |
|          |                       | P2                  | 4           | 12.5%           | 6.5% | \$38.6446 HRLY - 37.5   | \$62.04        | OT           | \$496.32          | HOL         | \$9,455.85  | \$4,917.04      | \$2,500      | \$1,200         |              |  |
|          |                       | WALSH, REDMOND      |             |                 |      | SERGEANT                |                | \$75,646.80  | \$11,264.68       |             |             |                 |              |                 | \$86,911     |  |
|          |                       | P2                  | 4           | 10%             | 0%   | \$38.6446 HRLY - 37.5   | \$58.27        | OT           | \$466.16          | HOL         | \$7,564.68  | \$0.00          | \$2,500      | \$1,200         |              |  |
|          |                       | ORDWAY, JENNIFER    |             |                 |      | SERGEANT                |                | \$75,646.80  | \$24,124.64       |             |             |                 |              |                 | \$99,771     |  |
|          |                       | P2                  | 4           | 20%             | 7%   | \$38.6446 HRLY - 37.5   | \$62.33        | OT           | \$498.64          | HOL         | \$15,129.36 | \$5,295.28      | \$2,500      | \$1,200         |              |  |
|          |                       | BOWLES, SHANE       |             |                 |      | YOUTH OFFICER           |                | \$62,015.56  | \$13,584.48       |             |             |                 |              |                 | \$75,600     |  |
|          |                       | P1                  | 6           | 10%             | 6%   | \$31.6810 HRLY - 37.5   | \$50.67        | OT           | \$405.36          | HOL         | \$6,177.80  | \$3,706.68      | \$2,500      | \$1,200         |              |  |
|          |                       | CASTAGNO, TYLER     |             |                 |      | PATROLMAN               |                | \$62,015.56  | \$19,824.04       |             |             |                 |              |                 | \$81,840     |  |
|          |                       | P1                  | 6           | 20%             | 6%   | \$31.6810 HRLY - 37.5   | \$50.68        | OT           | \$405.44          | HOL         | \$12,403.11 | \$3,720.93      | \$2,500      | \$1,200         |              |  |
|          |                       | COHEN, CHRISTOPHER  |             |                 |      | INVESTIGATOR            |                | \$62,015.56  | \$13,622.49       |             |             |                 |              |                 | \$75,638     |  |
|          |                       | P1                  | 6           | 10%             | 6%   | \$31.6810 HRLY - 37.5   | \$50.68        | OT           | \$405.44          | HOL         | \$6,201.56  | \$3,720.93      | \$2,500      | \$1,200         |              |  |
|          |                       | LOMBARDO, SEANNA    |             |                 |      | DETECTIVE               |                | \$62,015.56  | \$22,924.82       |             |             |                 |              |                 | \$84,940     |  |
|          |                       | P1                  | 6           | 25%             | 6%   | \$31.6810 HRLY - 37.5   | \$50.68        | OT           | \$405.44          | HOL         | \$15,503.89 | \$3,720.93      | \$2,500      | \$1,200         |              |  |



| 51001 | SALARIES F/T                | EDUC | DIFF/SPC |                            | OT RATE   | BASE        | TOTAL STIP  | STIP   | EDUC     | DIFF/SPC | CIVIL       | DFIB/CLO   | TOTAL              |         |
|-------|-----------------------------|------|----------|----------------------------|-----------|-------------|-------------|--------|----------|----------|-------------|------------|--------------------|---------|
|       | FITZGERALD, SEAN            |      |          | PATROLMAN                  |           | \$62,015.56 | \$22,924.82 |        |          |          |             |            | \$84,940           |         |
|       | P1                          | 6    | 25%      | 6%                         | \$31.6810 | HRLY - 37.5 | \$50.68     | OT     | \$405.44 | HOL      | \$15,503.89 | \$3,720.93 | \$2,500            | \$1,200 |
|       | HANLON, CHRISTOPHER         |      |          | PATROLMAN                  |           | \$62,015.56 | \$14,242.64 |        |          |          |             |            | \$76,258           |         |
|       | P1                          | 6    | 10%      | 7%                         | \$31.6810 | HRLY - 37.5 | \$51.15     | OT     | \$409.20 | HOL      | \$6,201.56  | \$4,341.09 | \$2,500            | \$1,200 |
|       | HEBERT, MARK                |      |          | PATROLMAN                  |           | \$62,015.56 | \$13,603.11 |        |          |          |             |            | \$75,619           |         |
|       | P1                          | 6    | 20%      | 0%                         | \$31.6810 | HRLY - 37.5 | \$47.83     | OT     | \$382.64 | HOL      | \$12,403.11 | \$0.00     |                    | \$1,200 |
|       | KULLICH, JARROD             |      |          | PATROLMAN                  |           | \$62,015.56 | \$14,242.64 |        |          |          |             |            | \$76,258           |         |
|       | P1                          | 6    | 10%      | 7%                         | \$31.6810 | HRLY - 37.5 | \$51.15     | OT     | \$409.20 | HOL      | \$6,201.56  | \$4,341.09 | \$2,500            | \$1,200 |
|       | SLOAN, LYNNET               |      |          | PATROLMAN                  |           | \$62,015.56 | \$7,401.56  |        |          |          |             |            | \$69,417           |         |
|       | P1                          | 6    | 10%      | 0%                         | \$31.6810 | HRLY - 37.5 | \$47.83     | OT     | \$382.64 | HOL      | \$6,201.56  | \$0.00     |                    | \$1,200 |
|       | WILKINS, MARK               |      |          | COMMUNITY SERVICES OFFICER |           | \$62,015.56 | \$22,292.79 |        |          |          |             |            | \$84,308           |         |
|       | P1                          | 6    | 25%      | 0%                         | \$31.6810 | HRLY - 37.5 | \$50.19     | OT     | \$401.52 | HOL      | \$15,503.89 | \$0.00     | \$2,500            | \$1,200 |
|       |                             |      |          |                            |           |             | \$3,088.90  | COMP   |          |          |             |            |                    |         |
|       | CUSTODIE, CHRISTOPHER       |      |          | PATROLMAN                  |           | \$62,015.56 | \$21,160.57 |        |          |          |             |            | \$83,176           |         |
|       | P1                          | 6    | 25%      | 6%                         | \$31.6810 | HRLY - 37.5 | \$51.24     | OT     | \$409.92 | HOL      | \$15,503.89 | \$3,706.68 |                    | \$1,200 |
|       |                             |      |          |                            |           |             | \$750.00    | TR VEH |          |          |             |            |                    |         |
|       | HENDERSON, TIMOTHY          |      |          | PATROLMAN                  |           | \$60,069.22 | \$17,402.57 |        |          |          |             |            | \$77,472           |         |
|       | P1                          | 4    | 20%      | 7%                         | \$30.6867 | HRLY - 37.5 | \$49.55     | OT     | \$396.40 | HOL      | \$12,013.84 | \$4,188.73 |                    | \$1,200 |
|       | FITZPATRICK, COLIN          |      |          | PATROLMAN                  |           | \$57,208.13 | \$12,641.63 |        |          |          |             |            | \$69,850           |         |
|       | P1                          | 3    | 20%      | 0%                         | \$29.2251 | HRLY - 37.5 | \$44.14     | OT     | \$353.12 | HOL      | \$11,441.63 | \$0.00     |                    | \$1,200 |
|       | KAZAN, JUSTEN               |      |          | PATROLMAN                  |           | \$57,208.13 | \$16,060.97 |        |          |          |             |            | \$73,269           |         |
|       | P1                          | 3    | 20%      | 6%                         | \$29.2251 | HRLY - 37.5 | \$46.76     | OT     | \$374.08 | HOL      | \$11,441.63 | \$3,419.34 |                    | \$1,200 |
|       | DAVIS, KENNETH              |      |          | PATROLMAN                  |           | \$57,208.13 | \$4,456.62  |        |          |          |             |            | \$61,665           |         |
|       | P1                          | 3    | 0%       | 6%                         | \$29.2251 | HRLY - 37.5 | \$46.64     | OT     | \$373.12 | HOL      |             | \$3,256.62 |                    | \$1,200 |
|       | <b>TOTAL OFFICER SALARY</b> |      |          |                            |           |             |             |        |          |          |             |            | <b>\$2,019,264</b> |         |
|       | DANA, LISA                  |      |          | ADMIN ASSISTANT            |           | \$62,052.75 |             |        |          |          |             |            |                    |         |
|       | N4                          | 10   | 0%       |                            | \$31.7000 | HRLY - 37.5 |             |        |          |          |             |            |                    |         |
|       | <b>TOTAL ADMIN SALARY</b>   |      |          |                            |           |             |             |        |          |          |             |            | <b>\$62,053</b>    |         |
|       | <b>TOTAL F/T SALARY</b>     |      |          |                            |           |             |             |        |          |          |             |            | <b>\$2,081,317</b> |         |







## JOINT COMMUNICATIONS CENTER - 2110

|                         |                                  | FY16<br>ACTUAL   | FY17<br>BUDGET   | FY17 YTD<br>11/30/2016 | FY18<br>DEPT REQUESTED | FY18 TA<br>RECOMMENDED |
|-------------------------|----------------------------------|------------------|------------------|------------------------|------------------------|------------------------|
| 10211001                | 51:PERSONNEL SERVICES            |                  |                  |                        |                        |                        |
|                         | 51001 SALARIES                   | \$423,291        | \$420,675        | \$167,000              | \$429,045              | \$401,111              |
|                         | 51140 POLICE O/T                 | \$55,519         | \$76,000         | \$37,508               | \$76,000               | \$76,000               |
|                         | 51200 PAID HOLIDAY               | \$0              | \$0              | \$0                    | \$0                    | \$29,509               |
|                         | <b>PERSONNEL SERVICES TOTAL</b>  | <b>\$478,809</b> | <b>\$496,675</b> | <b>\$204,508</b>       | <b>\$505,045</b>       | <b>\$506,621</b>       |
| 10211002                | 52:EXPENSES:PURCHASE OF SERVICES |                  |                  |                        |                        |                        |
|                         | 52100 CONTRACTUAL SERVICES       | \$6,778          | \$8,000          | \$6,794                | \$8,000                | \$1,500                |
|                         | 52112 TRAINING & EDUCATION       | \$3,501          | \$1,000          | \$0                    | \$1,000                | \$1,000                |
|                         | 52116 EQUIPMENT REPAIR           | \$192            | \$2,600          | \$1,057                | \$2,600                | \$2,600                |
|                         | <b>SUBTOTAL</b>                  | <b>\$10,470</b>  | <b>\$11,600</b>  | <b>\$7,851</b>         | <b>\$11,600</b>        | <b>\$5,100</b>         |
|                         | 53:EXPENSES:UTILITIES            |                  |                  |                        |                        |                        |
|                         | 53104 PHONE                      | \$11,945         | \$10,000         | \$4,622                | \$12,000               | \$2,500                |
|                         | 53114 CELLULAR / MOBILE          | \$0              | \$0              | \$0                    | \$0                    | \$9,500                |
|                         | <b>SUBTOTAL</b>                  | <b>\$11,945</b>  | <b>\$10,000</b>  | <b>\$4,622</b>         | <b>\$12,000</b>        | <b>\$12,000</b>        |
|                         | 54:EXPENSES:SUPPLIES             |                  |                  |                        |                        |                        |
|                         | 54100 SUPPLIES                   | \$2,768          | \$2,500          | \$1,239                | \$2,500                | \$2,500                |
|                         | 54115 UNIFORMS                   | \$1,690          | \$3,000          | \$2,120                | \$3,000                | \$3,000                |
|                         | <b>SUBTOTAL</b>                  | <b>\$4,458</b>   | <b>\$5,500</b>   | <b>\$3,358</b>         | <b>\$5,500</b>         | <b>\$5,500</b>         |
|                         | 55:EXPENSES:OTHER                |                  |                  |                        |                        |                        |
|                         | 55536 SOFTWARE LICENSING         | \$0              | \$0              | \$0                    | \$0                    | \$6,500                |
|                         | <b>SUBTOTAL</b>                  | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>             | <b>\$0</b>             | <b>\$6,500</b>         |
|                         | <b>EXPENSES TOTAL</b>            | <b>\$26,874</b>  | <b>\$27,100</b>  | <b>\$15,831</b>        | <b>\$29,100</b>        | <b>\$29,100</b>        |
| <b>DEPARTMENT TOTAL</b> |                                  | <b>\$505,683</b> | <b>\$523,775</b> | <b>\$220,338</b>       | <b>\$534,145</b>       | <b>\$535,721</b>       |

# JOINT COMMUNICATIONS CENTER - 2110

## FY18 BUDGET DETAIL

(Based on 52.2 weeks)

| 10211001 | 51:PERSONNEL SERVICES           |   |  |   |         |    | OT RATE | BASE        | TOTAL STIP | STIP | DIFF       | TOTAL            |
|----------|---------------------------------|---|--|---|---------|----|---------|-------------|------------|------|------------|------------------|
| 51001    | SALARIES                        |   |  |   |         |    |         |             |            |      |            |                  |
|          | FRENI, RICHARD                  |   |  | JCC DISPATCHER  |         |    |         | \$56,434.73 |            |      |            | \$56,434.73      |
|          | CD                              | 7 |  | \$28.8300 HRLY - 37.5   | \$43.25 | OT |         |             | \$346.00   | HOL  | \$2,399.00 |                  |
|          | CARVELLI, ALANA                 |   |  | JCC DISPATCHER  |         |    |         | \$51,560.55 |            |      |            | \$51,560.55      |
|          | CD                              | 7 |  | \$26.3400 HRLY - 37.5   | \$39.51 | OT |         |             | \$316.08   | HOL  | \$2,677.00 |                  |
|          | HUFF, GREGORY                   |   |  | JCC DISPATCHER  |         |    |         | \$51,971.63 |            |      |            | \$51,971.63      |
|          | CD                              | 6 |  | \$26.5500 HRLY - 37.5   | \$39.83 | OT |         |             | \$318.64   | HOL  | \$0.00     |                  |
|          | REED, WILLIAM                   |   |  | JCC DISPATCHER  |         |    |         | \$48,859.20 |            |      |            | \$48,859.20      |
|          | CD                              | 4 |  | \$24.9600 HRLY - 37.5   | \$37.44 | OT |         |             | \$299.52   | HOL  | \$0.00     |                  |
|          | PHILBRICK, COURTNEY             |   |  | JCC DISPATCHER  |         |    |         | \$51,071.18 |            |      |            | \$51,071.18      |
|          | CD                              | 4 |  | \$26.0900 HRLY - 37.5   | \$39.14 | OT |         |             | \$313.12   | HOL  | \$2,190.00 |                  |
|          | GENNARO, JESSICA                |   |  | JCC DISPATCHER  |         |    |         | \$48,330.68 |            |      |            | \$48,330.68      |
|          | CD                              | 3 |  | \$24.6900 HRLY - 37.5   | \$37.04 | OT |         |             | \$296.32   | HOL  | \$1,288.00 |                  |
|          | COSGROVE, KRYSTAL               |   |  | JCC DISPATCHER  |         |    |         | \$47,684.70 |            |      |            | \$47,684.70      |
|          | CD                              | 2 |  | \$24.3600 HRLY - 37.5   | \$36.54 | OT |         |             | \$292.32   | HOL  | \$2,476.00 |                  |
|          | SKERRY, PHILIP                  |   |  | JCC DISPATCHER  |         |    |         | \$45,198.68 |            |      |            | \$45,198.68      |
|          | CD                              | 2 |  | \$23.0900 HRLY - 37.5   | \$34.64 | OT |         |             | \$277.12   | HOL  | \$0.00     |                  |
|          | <b>SALARIES TOTAL</b>           |   |  |   |         |    |         |             |            |      |            | <b>\$401,111</b> |
| 51001    | HOLIDAY PAY                     |   |  |   |         |    |         |             |            |      |            | <b>\$29,509</b>  |
|          |                                 |   |  | 8 OFFICERS @ OT RATE @ 12 HOLIDAYS  |         |    |         |             |            |      |            |                  |
|          |                                 |   |  | <i>(Actual will be lower since all officers do not work all holidays)</i> |         |    |         |             |            |      |            |                  |
| 51140    | OVERTIME                        |   |  |   |         |    |         |             |            |      |            | <b>\$76,000</b>  |
|          | <b>PERSONNEL SERVICES TOTAL</b> |   |  |   |         |    |         |             |            |      |            | <b>\$506,621</b> |



## EMERGENCY MANAGEMENT - 2120

|          |                                  | FY16            | FY17            | FY17 YTD       | FY18            | FY18 TA         |
|----------|----------------------------------|-----------------|-----------------|----------------|-----------------|-----------------|
|          |                                  | ACTUAL          | BUDGET          | 11/30/2016     | DEPT REQUESTED  | RECOMMENDED     |
| 10212002 | 52:EXPENSES:PURCHASE OF SERVICES |                 |                 |                |                 |                 |
|          | 52100 CONTRACTUAL SERVICES       | \$9,730         | \$10,000        | \$4,415        | \$10,000        | \$10,000        |
|          | 52112 TRAINING & EDUCATION       | \$5,654         | \$6,000         | \$0            | \$6,000         | \$6,000         |
|          | <b>SUBTOTAL</b>                  | <b>\$15,384</b> | <b>\$16,000</b> | <b>\$4,415</b> | <b>\$16,000</b> | <b>\$16,000</b> |
|          | 54:EXPENSES:SUPPLIES             |                 |                 |                |                 |                 |
|          | 54100 SUPPLIES                   | \$7,238         | \$7,000         | \$3,610        | \$7,000         | \$7,000         |
|          | <b>SUBTOTAL</b>                  | <b>\$7,238</b>  | <b>\$7,000</b>  | <b>\$3,610</b> | <b>\$7,000</b>  | <b>\$7,000</b>  |
|          | <b>EXPENSES TOTAL</b>            | <b>\$22,622</b> | <b>\$23,000</b> | <b>\$8,025</b> | <b>\$23,000</b> | <b>\$23,000</b> |
|          | <b>DEPARTMENT TOTAL</b>          | <b>\$22,622</b> | <b>\$23,000</b> | <b>\$8,025</b> | <b>\$23,000</b> | <b>\$23,000</b> |







| <b>DOG OFFICER - 2130</b> |                                  |                      |  |  |  |  |          |                 |                 |
|---------------------------|----------------------------------|----------------------|--|--|--|--|----------|-----------------|-----------------|
| <b>FY18 BUDGET DETAIL</b> |                                  |                      |  |  |  |  |          |                 |                 |
|                           |                                  |                      |  |  |  |  |          |                 |                 |
|                           |                                  |                      |  |  |  |  |          |                 |                 |
|                           |                                  |                      |  |  |  |  |          |                 |                 |
| 10213002                  | 52:EXPENSES:PURCHASE OF SERVICES |                      |  |  |  |  |          | \$21,653        |                 |
|                           | 52100                            | CONTRACTUAL SERVICES |  |  |  |  | \$21,653 |                 |                 |
|                           |                                  | 12 x \$1,804.38      |  |  |  |  |          |                 |                 |
|                           | <b>EXPENSES TOTAL</b>            |                      |  |  |  |  |          | <b>\$21,653</b> |                 |
|                           |                                  |                      |  |  |  |  |          |                 |                 |
| <b>DEPARTMENT TOTAL</b>   |                                  |                      |  |  |  |  |          |                 | <b>\$21,653</b> |

## FIRE DEPARTMENT - 2200

|                         |  | FY16               | FY17               | FY17 YTD           | FY18               | FY18 TA            |
|-------------------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|
|                         |  | ACTUAL             | BUDGET             | 11/30/2016         | DEPT REQUESTED     | RECOMMENDED        |
| 10220001                | 51:PERSONNEL SERVICES                  |                    |                    |                    |                    |                    |
|                         | 51001 SALARIES                         | \$1,952,857        | \$2,138,921        | \$808,165          | \$2,138,921        | \$1,925,992        |
|                         | 51003 SALARIES P/T                     |                    |                    |                    |                    | \$22,679           |
|                         | 51128 ALS SALARIES                     | \$20,604           | \$30,000           | \$1,308            | \$0                | 0                  |
|                         | 51140 OVERTIME                         | \$277,751          | \$324,000          | \$140,633          | \$354,000          | \$354,000          |
|                         | ON DUTY HOLIDAY PAY                    |                    |                    |                    |                    | \$80,800           |
|                         | OFF DUTY HOLIDAY PAY                   |                    |                    |                    |                    | \$47,150           |
|                         | <b>PERSONNEL SERVICES TOTAL</b>        | <b>\$2,251,212</b> | <b>\$2,492,921</b> | <b>\$950,106</b>   | <b>\$2,492,921</b> | <b>\$2,430,622</b> |
| 10220002                | 52:EXPENSES:PURCHASE OF SERVICES       |                    |                    |                    |                    |                    |
|                         | 52100 CONTRACTUAL SERVICES             | \$47,127           | \$45,000           | \$30,431           | \$46,500           | \$32,500           |
|                         | 52111 PHYSICALS                        | \$0                | \$5,000            | \$0                | \$500              | \$500              |
|                         | 52112 TRAINING & EDUCATION             | \$15,966           | \$19,000           | \$5,292            | \$20,000           | \$9,000            |
|                         | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS |                    |                    |                    |                    | \$11,300           |
|                         | 52118 EQUIPMENT RENTAL                 | \$0                | \$500              | \$0                | \$500              | \$500              |
|                         | 52171 PARAMEDIC TRAINING               | \$2,205            | \$5,000            | -\$125             | \$5,000            | \$3,000            |
|                         | <b>SUBTOTAL</b>                        | <b>\$65,298</b>    | <b>\$74,500</b>    | <b>\$35,597</b>    | <b>\$72,500</b>    | <b>\$56,800</b>    |
|                         | 54:EXPENSES:SUPPLIES                   |                    |                    |                    |                    |                    |
|                         | 54110 VEHICLE PARTS                    | \$11,431           | \$17,500           | \$5,910            | \$20,000           | \$15,000           |
|                         | 54111 VEHICLE GAS                      | \$17,222           | \$30,000           | \$8,010            | \$25,000           | \$20,000           |
|                         | 54115 UNIFORMS                         | \$28,913           | \$32,400           | \$18,211           | \$35,000           | \$33,000           |
|                         | 52118 OFFICE SUPPLIES                  | \$4,278            | \$4,000            | \$2,274            | \$4,500            | \$5,000            |
|                         | SUPPLIES                               |                    |                    |                    |                    | \$7,000            |
|                         | 54119 MEDICAL SUPPLIES                 | \$31,100           | \$27,500           | \$11,594           | \$35,000           | \$32,200           |
|                         | 54120 AMBULANCE SUPPLIES               | \$110              | \$0                | \$697              | \$0                | \$0                |
|                         | 54122 VEHICLE REPAIR                   | \$31,848           | \$32,000           | \$16,601           | \$32,000           | \$32,000           |
|                         | 54123 MISCELLANEOUS                    | \$9,329            | \$7,000            | \$5,076            | \$7,000            | \$0                |
|                         | 54500 SMALL EQUIPMENT                  | \$29,099           | \$30,000           | \$8,277            | \$32,000           | \$30,000           |
|                         | 54501 FIRE ALARM EQUIPMENT             | \$4,248            | \$3,500            | \$989              | \$3,000            | \$3,000            |
|                         | <b>SUBTOTAL</b>                        | <b>\$167,578</b>   | <b>\$183,900</b>   | <b>\$77,639</b>    | <b>\$193,500</b>   | <b>\$177,200</b>   |
|                         | MOBILE                                 |                    |                    |                    |                    | \$750              |
|                         | SOFTWARE LICENSING                     |                    |                    |                    |                    | \$12,550           |
|                         | <b>SUBTOTAL</b>                        |                    |                    |                    |                    | <b>\$13,300</b>    |
|                         | <b>EXPENSES TOTAL</b>                  | <b>\$232,876</b>   | <b>\$258,400</b>   | <b>\$113,236</b>   | <b>\$266,000</b>   | <b>\$247,300</b>   |
| <b>DEPARTMENT TOTAL</b> |  | <b>\$2,484,088</b> | <b>\$2,751,321</b> | <b>\$1,063,342</b> | <b>\$2,758,921</b> | <b>\$2,677,922</b> |



| 51001 | SALARIES F/T         |           |           |                        |           | FY18 BASE | TOT STIP | CLOTH | EDUC    | MEDIC   | CERT  | TOTAL    |
|-------|----------------------|-----------|-----------|------------------------|-----------|-----------|----------|-------|---------|---------|-------|----------|
|       | WILLIAMS, DOUGLAS    |           |           | FIRE LIEUTENANT        |           | \$71,228  |          |       |         |         |       | \$72,228 |
|       | F4E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$32.4888 | HRLY - 42 | \$32.49                | Hourly OT |           | \$1,000  | \$900 |         |         | \$100 |          |
|       | SPURLING, DANIEL     |           |           | FIRE PREVENTION INSPEC |           | \$72,062  |          |       |         |         |       | \$77,262 |
|       | F3E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$32.8691 | HRLY - 42 | \$34.79                | Hourly OT |           | \$5,200  | \$900 |         | \$4,200 | \$100 |          |
|       | CASALI, DEAN         |           |           | FIRE MECHANIC          |           | \$72,062  |          |       |         |         |       | \$76,637 |
|       | F3E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$32.8691 | HRLY - 42 | \$32.87                | Hourly OT |           | \$4,575  | \$900 | \$3,375 |         | \$300 |          |
|       | BURGETT, BRIAN       |           |           | FIRE FIGHTER           |           | \$61,700  |          |       |         |         |       | \$62,700 |
|       | F1E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$28.1426 | HRLY - 42 | \$28.14                | Hourly OT |           | \$1,000  | \$900 |         |         | \$100 |          |
|       | LEONE, WILLIAM       |           |           | FIRE FIGHTER           |           | \$61,700  |          |       |         |         |       | \$62,700 |
|       | F1E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$28.1426 | HRLY - 42 | \$28.14                | Hourly OT |           | \$1,000  | \$900 |         |         | \$100 |          |
|       | MCLEOD, JEFFREY      |           |           | FIRE FIGHTER           |           | \$61,700  |          |       |         |         |       | \$62,600 |
|       | F1E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$28.1426 | HRLY - 42 | \$28.14                | Hourly OT |           | \$900    | \$900 |         |         |       |          |
|       | PIERCE-DURANT, DEBRA |           |           | FIRE FIGHTER           |           | \$61,700  |          |       |         |         |       | \$65,575 |
|       | F1E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$28.1426 | HRLY - 42 | \$28.14                | Hourly OT |           | \$3,875  | \$900 | \$2,875 |         | \$100 |          |
|       | WHEELER, ALEXISS     |           |           | FIRE FIGHTER           |           | \$61,700  |          |       |         |         |       | \$70,375 |
|       | F1E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$28.1426 | HRLY - 42 | \$30.07                | Hourly OT |           | \$8,675  | \$900 | \$3,375 | \$4,200 | \$200 |          |
|       |                      |           |           |                        |           |           | \$200    | CPR   |         |         |       |          |
|       | WINNER, TODD         |           |           | FIRE FIGHTER           |           | \$61,700  |          |       |         |         |       | \$62,700 |
|       | F1E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$28.1426 | HRLY - 42 | \$28.14                | Hourly OT |           | \$1,000  | \$900 |         |         | \$100 |          |
|       | ASH, WILLIAM         |           |           | FIRE FIGHTER           |           | \$61,700  |          |       |         |         |       | \$62,700 |
|       | F1E                  | 4         |           |                        |           |           |          |       |         |         |       |          |
|       |                      | \$28.1426 | HRLY - 42 | \$28.14                | Hourly OT |           | \$1,000  | \$900 |         |         | \$100 |          |

|  | 51001 SALARIES F/T   |                             |                    |              |           | FY18 BASE | TOT STIP | CLOTH | EDUC    | MEDIC   | CERT  | TOTAL              |
|--|--|-----------------------------|--------------------|--------------|-----------|-----------|----------|-------|---------|---------|-------|--------------------|
|  | DEMPSEY, TIMOTHY   |                             |                    | FIRE FIGHTER |           | \$61,700  |          |       |         |         |       | \$62,700           |
|  | FIE  | 4                           |                    |              |           |           |          |       |         |         |       |                    |
|  | \$28.1426  | HRLY - 42                   |                    | \$28.14      | Hourly OT |           | \$1,000  | \$900 |         |         | \$100 |                    |
|  | BOYES, MICHAEL   |                             |                    | FIRE FIGHTER |           | \$61,700  |          |       |         |         |       | \$70,175           |
|  | FIE  | 4                           |                    |              |           |           |          |       |         |         |       |                    |
|  | \$28.1426  | HRLY - 42                   |                    | \$30.07      | Hourly OT |           | \$8,475  | \$900 | \$3,375 | \$4,200 |       |                    |
|  | TYREE, WILLIAM   |                             |                    | FIRE FIGHTER |           | \$61,700  |          |       |         |         |       | \$69,775           |
|  | FIE  | 4                           |                    |              |           |           |          |       |         |         |       |                    |
|  | \$28.1426  | HRLY - 42                   |                    | \$30.07      | Hourly OT |           | \$8,075  | \$900 | \$2,875 | \$4,200 | \$100 |                    |
|  | WALKINSHAW, PATRICK  |                             |                    | FIRE FIGHTER |           | \$61,700  |          |       |         |         |       | \$66,900           |
|  | FIE  | 4                           |                    |              |           |           |          |       |         |         |       |                    |
|  | \$28.1426  | HRLY - 42                   |                    | \$30.07      | Hourly OT |           | \$5,200  | \$900 |         | \$4,200 | \$100 |                    |
|  | JORDAN, DEREK  |                             |                    | FIRE FIGHTER |           | \$61,700  |          |       |         |         |       | \$69,875           |
|  | FIE  | 4                           |                    |              |           |           |          |       |         |         |       |                    |
|  | \$28.1426  | HRLY - 42                   |                    | \$30.07      | Hourly OT |           | \$8,175  | \$900 | \$2,875 | \$4,200 | \$200 |                    |
|  | RICHARDSON, COLIN  |                             |                    | FIRE FIGHTER |           | \$61,700  |          |       |         |         |       | \$66,800           |
|  | FIE  | 4                           | STEP 2 \$40,474.34 |              |           |           |          |       |         |         |       |                    |
|  | \$28.1426  | HRLY - 42                   |                    | \$30.07      | Hourly OT |           | \$5,100  | \$900 |         | \$4,200 |       |                    |
|  | DAVID, JOSIAH  |                             |                    | FIRE FIGHTER |           | \$58,890  |          |       |         |         |       | \$65,790           |
|  | FIE  | 2                           |                    |              |           |           |          |       |         |         |       |                    |
|  | \$26.8611  | HRLY - 42                   |                    | \$28.78      | Hourly OT |           | \$6,900  | \$900 | \$1,600 | \$4,200 | \$200 |                    |
|  | <b>TOTAL F/T SALARY</b>  |                             |                    |              |           |           |          |       |         |         |       | <b>\$1,925,992</b> |
|  | <b>* Hourly OT is straight-time hourly rate; when time and 1/2 is earned this must be calculated</b> |                             |                    |              |           |           |          |       |         |         |       |                    |
|  | 51003 SALARIES P/T   |                             |                    |              |           |           |          |       |         |         |       |                    |
|  | MALONEY, SHARON  |                             |                    | SECRETARY    |           |           |          |       |         |         |       | \$22,679           |
|  | NI   | 5                           |                    |              |           | \$22,679  |          |       |         |         |       |                    |
|  | \$22.8670  | HRLY - 19                   |                    | \$34.30      | OT        |           |          |       |         |         |       |                    |
|  | <b>TOTAL P/T SALARY</b>  |                             |                    |              |           |           |          |       |         |         |       | <b>\$22,679</b>    |
|  | 51140  | <b>OVERTIME</b>             |                    |              |           |           |          |       |         |         |       | <b>\$354,000</b>   |
|  |  | <b>ON-DUTY HOLIDAY PAY</b>  |                    |              |           |           |          |       |         |         |       | <b>\$80,800</b>    |
|  |  | <b>OFF-DUTY HOLIDAY PAY</b> |                    |              |           |           |          |       |         |         |       | <b>\$47,150</b>    |
|  | <b>PERSONNEL SERVICES TOTAL</b>  |                             |                    |              |           |           |          |       |         |         |       | <b>\$2,430,622</b> |





## BUILDING - 2410

|          |   | FY16             | FY17             | FY17 YTD         | FY18             | FY18 TA          |
|----------|---|------------------|------------------|------------------|------------------|------------------|
|          |   | ACTUAL           | BUDGET           | 11/30/2016       | DEPT REQUESTED   | RECOMMENDED      |
| 10241001 | <b>51: PERSONNEL SERVICES</b>             |                  |                  |                  |                  |                  |
|          | 51001 SALARIES                            | \$290,278        | \$305,898        | \$114,365        | \$308,840        | \$247,332        |
|          | 51003 SALARIES P/T                        |                  |                  |                  |                  | \$47,272         |
|          | 51140 OVERTIME                            | \$3,958          | \$5,600          | \$2,023          | \$5,600          | \$5,600          |
|          | <b>PERSONNEL SERVICES TOTAL</b>           | <b>\$294,236</b> | <b>\$311,498</b> | <b>\$116,388</b> | <b>\$314,440</b> | <b>\$300,204</b> |
| 10241002 | <b>52: EXPENSES: PURCHASE OF SERVICES</b> |                  |                  |                  |                  |                  |
|          | 52100 CONTRACTUAL SERVICES                | \$2,145          | \$3,600          | \$5,232          | \$3,600          | \$7,000          |
|          | 52101 PROFESSIONAL SERVICES               |                  |                  |                  |                  | \$0              |
|          | 52112 TRAINING & EDUCATION                | \$1,787          | \$2,125          | \$1,079          | \$2,125          | \$2,125          |
|          | 52113 TRAVEL                              | \$4,550          | \$4,000          | \$1,817          | \$4,000          | \$0              |
|          | 52114 DUES, SUBSCRIPTIONS, MEM            | \$352            | \$775            | \$345            | \$775            | \$775            |
|          | 52117 VEHICLE REPAIR                      | \$1,229          | \$1,500          | \$263            | \$1,500          | \$1,500          |
|          | <b>SUBTOTAL</b>                           | <b>\$10,063</b>  | <b>\$12,000</b>  | <b>\$8,737</b>   | <b>\$12,000</b>  | <b>\$11,400</b>  |
|          | <b>54: EXPENSES: SUPPLIES</b>             |                  |                  |                  |                  |                  |
|          | 54100 SUPPLIES                            | \$138            | \$500            | \$1,093          | \$500            | \$1,500          |
|          | 54111 VEHICLE GAS                         | \$0              | \$2,001          | \$173            | \$2,001          | \$1,500          |
|          | <b>SUBTOTAL</b>                           | <b>\$138</b>     | <b>\$2,501</b>   | <b>\$1,267</b>   | <b>\$2,501</b>   | <b>\$3,000</b>   |
|          | <b>55: EXPENSES: OTHER</b>                |                  |                  |                  |                  |                  |
|          | 55602 ADVERTISING LEGAL                   |                  |                  |                  |                  | \$300            |
|          | 55675 MILEAGE REIMBURSEMENT               |                  |                  |                  |                  | \$4,000          |
|          | 55676 MEETINGS & CONFERENCES              |                  |                  |                  |                  | \$300            |
|          | <b>SUBTOTAL</b>                           |                  |                  |                  |                  | <b>\$4,600</b>   |
|          | <b>EXPENSES TOTAL</b>                     | <b>\$10,201</b>  | <b>\$14,501</b>  | <b>\$10,003</b>  | <b>\$14,501</b>  | <b>\$19,000</b>  |
|          | <b>DEPARTMENT TOTAL</b>                   | <b>\$304,438</b> | <b>\$325,999</b> | <b>\$126,391</b> | <b>\$328,941</b> | <b>\$319,204</b> |
|          |   |                  |                  |                  |                  |                  |
|          |   |                  |                  |                  |                  |                  |
|          |   |                  |                  |                  |                  |                  |
|          |   |                  |                  |                  |                  |                  |
|          |   |                  |                  |                  |                  |                  |
|          |   |                  |                  |                  |                  |                  |
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|          |   |                  |                  |                  |                  |                  |
|          |   |                  |                  |                  |                  |                  |



|                         |                                  |                                  |  |         |          |         |                  |
|-------------------------|----------------------------------|----------------------------------|--|---------|----------|---------|------------------|
| 10241002                | 52:EXPENSES:PURCHASE OF SERVICES |                                  |  |         | \$11,400 |         |                  |
|                         | 52100                            | CONTRACTUAL SERVICES             |  |         | \$7,000  |         |                  |
|                         |                                  | Weights & Measures               |  | \$7,000 |          |         |                  |
|                         | 52101                            | PROFESSIONAL SERVICES            |  |         | \$0      |         |                  |
|                         | 52112                            | TRAINING & EDUCATION             |  |         | \$2,125  |         |                  |
|                         | 52113                            | TRAVEL                           |  |         | \$0      |         |                  |
|                         | 52114                            | DUES, SUBSCRIPTIONS, MEMBERSHIPS |  |         | \$775    |         |                  |
|                         | 52117                            | VEHICLE REPAIR                   |  |         | \$1,500  |         |                  |
|                         | 54:EXPENSES:SUPPLIES             |                                  |  |         |          | \$3,000 |                  |
|                         | 54100                            | SUPPLIES                         |  |         | \$1,500  |         |                  |
|                         | 54111                            | VEHICLE GAS                      |  |         | \$1,500  |         |                  |
|                         | 55:EXPENSES:OTHER                |                                  |  |         |          | \$4,600 |                  |
|                         | 55602                            | ADVERTISING LEGAL                |  |         | \$300    |         |                  |
|                         | 55675                            | MILEAGE REIMBURSEMENT            |  |         | \$4,000  |         |                  |
|                         | 55676                            | MEETINGS & CONFERENCES           |  |         | \$300    |         |                  |
|                         | <b>EXPENSES TOTAL</b>            |                                  |  |         |          |         | <b>\$19,000</b>  |
| <b>DEPARTMENT TOTAL</b> |                                  |                                  |  |         |          |         | <b>\$319,204</b> |

**MINUTEMAN REGIONAL SCHOOL - 3200**

|          |                                  | <b>FY16</b>      | <b>FY17</b>     | <b>FY17 YTD</b>   | <b>FY18</b>           | <b>FY18 TA</b>     |
|----------|----------------------------------|------------------|-----------------|-------------------|-----------------------|--------------------|
|          |                                  | <b>ACTUAL</b>    | <b>BUDGET</b>   | <b>11/30/2016</b> | <b>DEPT REQUESTED</b> | <b>RECOMMENDED</b> |
| 10320002 | 52:EXPENSES:PURCHASE OF SERVICES |                  |                 |                   |                       |                    |
|          | 52100 CONTRACTUAL SERVICES       | \$109,056        | \$68,618        | \$55,929          | \$185,000             | \$185,000          |
|          | <b>SUBTOTAL</b>                  | \$109,056        | \$68,618        | \$55,929          | \$185,000             | \$185,000          |
|          | <b>EXPENSES TOTAL</b>            | \$109,056        | \$68,618        | \$177,674         | \$185,000             | \$185,000          |
|          | <b>DEPARTMENT TOTAL</b>          | <b>\$109,056</b> | <b>\$68,618</b> | <b>\$55,929</b>   | <b>\$185,000</b>      | <b>\$185,000</b>   |
|          |                                  |                  |                 |                   |                       |                    |
|          |                                  |                  |                 |                   |                       |                    |
|          |                                  |                  |                 |                   |                       |                    |
|          |                                  |                  |                 |                   |                       |                    |
|          |                                  |                  |                 |                   |                       |                    |
|          |                                  |                  |                 |                   |                       |                    |

# MINUTEMAN REGIONAL SCHOOL - 3200

## FY18 BUDGET DETAIL

|  |  |                      |  |  |  |           |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
|--|--|----------------------|--|--|--|-----------|--|--|------------------|--|--|--|--|--|--|--|--|--|--|-----------|--------------------------|--|--|--|--|--|--|--|--|----------|-----------------------|--|--|--|--|--|--|--|--|----------|-------------------------------|--|--|--|--|--|--|--|--|----------|--|--|--|--|--|--|--|--|--|-----------|--|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|--|
|  |  |                      |  |  |  |           |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
| 10320002   | 52:EXPENSES:PURCHASE OF SERVICES             |                      |  |  |  |           |  |  | \$185,000        |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
|  | 52100  | CONTRACTUAL SERVICES |  |  |  | \$185,000 |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
|  | <b>EXPENSES TOTAL</b>                        |                      |  |  |  |           |  |  | <b>\$185,000</b> |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
| <b>DEPARTMENT TOTAL</b>  |  |                      |  |  |  |           |  |  | <b>\$185,000</b> |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="10">Estimated for 7 students. (6 currently enrolled)</td> </tr> <tr> <td style="width: 10%; text-align: right;">\$129,500</td> <td colspan="9">7 @ \$18,500 per student</td> </tr> <tr> <td style="text-align: right;">\$13,500</td> <td colspan="9">Special Education Fee</td> </tr> <tr> <td style="text-align: right;">\$32,000</td> <td colspan="9">Estimated transportation cost</td> </tr> <tr> <td style="text-align: right;">\$10,000</td> <td colspan="9">Annual Debt Obligation as Withdrawing Member</td> </tr> <tr> <td style="text-align: right;">\$185,000</td> <td colspan="9"></td> </tr> <tr> <td colspan="10" style="text-align: center; padding-top: 10px;">                     Note: Additional Capital Fee will be charged once<br/>                     new school is built - not anticipated for FY18                 </td> </tr> </table> |  |                      |  |  |  |           |  |  |                  | Estimated for 7 students. (6 currently enrolled) |  |  |  |  |  |  |  |  |  | \$129,500 | 7 @ \$18,500 per student |  |  |  |  |  |  |  |  | \$13,500 | Special Education Fee |  |  |  |  |  |  |  |  | \$32,000 | Estimated transportation cost |  |  |  |  |  |  |  |  | \$10,000 | Annual Debt Obligation as Withdrawing Member |  |  |  |  |  |  |  |  | \$185,000 |  |  |  |  |  |  |  |  |  | Note: Additional Capital Fee will be charged once<br>new school is built - not anticipated for FY18 |  |  |  |  |  |  |  |  |  |
| Estimated for 7 students. (6 currently enrolled)   |  |                      |  |  |  |           |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
| \$129,500  | 7 @ \$18,500 per student                     |                      |  |  |  |           |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
| \$13,500   | Special Education Fee                        |                      |  |  |  |           |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
| \$32,000   | Estimated transportation cost                |                      |  |  |  |           |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
| \$10,000   | Annual Debt Obligation as Withdrawing Member |                      |  |  |  |           |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
| \$185,000  |  |                      |  |  |  |           |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |
| Note: Additional Capital Fee will be charged once<br>new school is built - not anticipated for FY18  |  |                      |  |  |  |           |  |  |                  |  |  |  |  |  |  |  |  |  |  |           |                          |  |  |  |  |  |  |  |  |          |                       |  |  |  |  |  |  |  |  |          |                               |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |

## HIGHWAY / PARK SUMMARY SHEET

|  |                  |  | FY16               | FY17               | FY17 YTD         | FY18               | FY18 TA            |
|--|------------------|--|--------------------|--------------------|------------------|--------------------|--------------------|
|  |                  |  | ACTUAL             | BUDGET             | 11/30/2016       | DEPT REQUESTED     | RECOMMENDED        |
| HIGHWAY  | 4220             | PERSONNEL SERVICES TOTAL   | \$851,281          | \$1,030,407        | \$368,867        | \$1,061,417        | \$1,061,417        |
| PARK   | 6510             | PERSONNEL SERVICES TOTAL   | \$497,670          | \$556,441          | \$246,946        | \$598,576          | \$598,576          |
| <b>TOTAL HIGHWAY &amp; PARK PERSONNEL SERVICES</b>   |                  |  | <b>\$1,348,951</b> | <b>\$1,586,848</b> | <b>\$615,813</b> | <b>\$1,659,993</b> | <b>\$1,659,993</b> |
|  |                  |  |                    |                    |                  |                    |                    |
| HIGHWAY  | 4220             | EXPENSES TOTAL   | \$229,185          | \$227,700          | \$85,010         | \$359,000          | \$360,355          |
| HIGHWAY SUPPLIES   | 4222             | EXPENSES TOTAL   | \$72,825           | \$74,800           | \$43,339         | \$95,500           | \$154,500          |
| PARK   | 6510             | EXPENSES TOTAL   | \$179,919          | \$185,500          | \$74,072         | \$205,000          | \$282,255          |
| PARK SUPPLIES  | 6512             | EXPENSES TOTAL   | \$106,752          | \$107,500          | \$48,531         | \$122,000          | \$90,300           |
| <b>TOTAL HIGHWAY &amp; PARK EXPENSES</b>   |                  |  | <b>\$588,681</b>   | <b>\$595,500</b>   | <b>\$250,952</b> | <b>\$781,500</b>   | <b>\$887,410</b>   |
| <b>HIGHWAY &amp; PARK TOTAL</b>  |                  |  | <b>\$1,937,632</b> | <b>\$2,182,348</b> | <b>\$866,765</b> | <b>\$2,441,493</b> | <b>\$2,547,403</b> |
|  |                  |  |                    |                    |                  |                    |                    |
| <b><u>Variance between FY17 and FY18 TA Recommended</u></b>  |                  |  |                    |                    |                  |                    |                    |
| \$2,182,348 (FY17 Budget) + \$220,055 (Total Variance) + \$145,000 (Total from Capital budget) = \$2,547,403 |                  |  |                    |                    |                  |                    |                    |
|  |                  |  |                    |                    |                  |                    |                    |
| <b><u>Variances:</u></b>   |                  |  |                    |                    |                  |                    |                    |
|  | -\$27,000        | Decrease - Gasoline (Highway & Park)   |                    |                    |                  |                    |                    |
|  | \$73,145         | Increase - Salaries (Highway & Park) - Positional and Step increases, .2 additional week |                    |                    |                  |                    |                    |
|  | -\$10,000        | Decrease - Catch Basin Cleaning  |                    |                    |                  |                    |                    |
|  | \$15,000         | Increase - Equipment & Vehicle Maintenance (Highway)                                     |                    |                    |                  |                    |                    |
|  | \$20,000         | New - Building Repairs, annual inspections of lifts, forklifts, cranes, tight tanks      |                    |                    |                  |                    |                    |
|  | \$14,000         | Increase - Road Maintenance  |                    |                    |                  |                    |                    |
|  | \$90,000         | New - Disposal of Materials  |                    |                    |                  |                    |                    |
|  | \$30,000         | New - Purchase of Processed Gravel for Highway projects                                  |                    |                    |                  |                    |                    |
|  | \$14,910         | Increase - Tree Maintenance for additional tree pruning and removal                      |                    |                    |                  |                    |                    |
|  | <b>\$220,055</b> | <b>Total Variance</b>  |                    |                    |                  |                    |                    |
|  |                  |  |                    |                    |                  |                    |                    |
| <b><u>Moved from Capital Budget to Operating:</u></b>  |                  |  |                    |                    |                  |                    |                    |
|  | \$70,000         | New - Small Equipment - moved from Capital budget  |                    |                    |                  |                    |                    |
|  | \$75,000         | New - Park Maintenance - moved from Capital Maintenance / Recreation & Schools MOU       |                    |                    |                  |                    |                    |
|  | <b>\$145,000</b> | <b>Total from Capital Budget</b>   |                    |                    |                  |                    |                    |

## HIGHWAY - 4220

|                         |   | FY16               | FY17               | FY17 YTD         | FY18               | FY18 TA            |
|-------------------------|---|--------------------|--------------------|------------------|--------------------|--------------------|
|                         |   | ACTUAL             | BUDGET             | 11/30/2016       | DEPT REQUESTED     | RECOMMENDED        |
| 10422001                | <b>51:PERSONNEL SERVICES</b>            |                    |                    |                  |                    |                    |
|                         | 51001 SALARIES                          | \$826,023          | \$1,013,677        | \$348,074        | \$993,937          | \$993,937          |
|                         | 51130 TEMPORARY SEASONAL                |                    | \$0                | \$0              | \$42,480           | \$42,480           |
|                         | 51140 OVERTIME                          | \$25,258           | \$16,730           | \$20,793         | \$25,000           | \$25,000           |
|                         | <b>PERSONNEL SERVICES TOTAL</b>         | <b>\$851,281</b>   | <b>\$1,030,407</b> | <b>\$368,867</b> | <b>\$1,061,417</b> | <b>\$1,061,417</b> |
| 10422002                | <b>52:EXPENSES-PURCHASE OF SERVICES</b> |                    |                    |                  |                    |                    |
|                         | 52112 TRAINING & EDUCATION              |                    |                    |                  | \$14,000           | \$9,700            |
|                         | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS  |                    |                    |                  | \$0                | \$200              |
|                         | 52115 BUILDING REPAIR                   |                    |                    |                  | \$20,000           | \$20,000           |
|                         | 52116 EQUIPMENT REPAIRS & MAINTENANCE   | \$91,632           | \$80,000           | \$52,756         | \$90,000           | \$40,000           |
|                         | 52117 VEHICLE REPAIR                    |                    |                    |                  | \$0                | \$40,000           |
|                         | 52119 MAINTENANCE OF ROADS              | \$64,470           | \$57,700           | \$22,863         | \$95,000           | \$95,000           |
|                         | 52120 CATCH BASIN CLEANING              | \$26,495           | \$40,000           | \$975            | \$30,000           | \$30,000           |
|                         | 52121 DISPOSAL                          | \$0                | \$0                | \$0              | \$90,000           | \$90,000           |
|                         | 52128 ROAD RESURFACING                  | \$46,588           | \$50,000           | \$8,416          | \$0                | \$0                |
|                         | <b>SUBTOTAL</b>                         | <b>\$229,185</b>   | <b>\$227,700</b>   | <b>\$85,010</b>  | <b>\$339,000</b>   | <b>\$324,900</b>   |
|                         | <b>55:EXPENSES-OTHER</b>                |                    |                    |                  |                    |                    |
|                         | 55411 POLICE DETAIL                     |                    |                    |                  | \$20,000           | \$20,000           |
|                         | 55536 SOFTWARE LICENSING                |                    |                    |                  |                    | \$3,900            |
|                         | 55602 ADVERTISING LEGAL                 |                    |                    |                  |                    | \$200              |
|                         | 55676 MEETINGS & CONFERENCES            |                    |                    |                  |                    | \$0                |
|                         | new CLOTHING ALLOWANCE                  |                    |                    |                  |                    | \$11,355           |
|                         | <b>SUBTOTAL</b>                         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>\$20,000</b>    | <b>\$35,455</b>    |
|                         | <b>EXPENSES TOTAL</b>                   | <b>\$229,185</b>   | <b>\$227,700</b>   | <b>\$85,010</b>  | <b>\$359,000</b>   | <b>\$360,355</b>   |
| <b>DEPARTMENT TOTAL</b> |   | <b>\$1,080,466</b> | <b>\$1,258,107</b> | <b>\$453,877</b> | <b>\$1,420,417</b> | <b>\$1,421,772</b> |

## HIGHWAY - 4220 FY18 BUDGET DETAIL

(Based on 52.2 weeks)

| I0422001 |       | 51: PERSONNEL SERVICES |    |         |                           |           |  |           |  |
|----------|-------|------------------------|----|---------|---------------------------|-----------|--|-----------|--|
|          | 51001 | SALARIES               |    |         |                           |           |  | \$993,937 |  |
|          |       | HOLDER, THOMAS         |    |         | PUBLIC WORKS DIRECTOR     | \$122,710 |  |           | ** potential for funding out of Water & TS or through Indirect costs |
|          |       | N13                    | 10 | 67.1647 | 35 HRLY                   |           |  |           |  |
|          |       | VACANT                 |    |         | ENGINEER                  | \$81,573  |  |           | ** potential for funding out of Water & TS or through Indirect costs |
|          |       | N9                     | 4  | 44.6484 | 35 HRLY                   |           |  |           |  |
|          |       | HUGHES, GAY            |    |         | DEPARTMENT ASSISTANT      | \$41,065  |  |           |  |
|          |       | C14                    | 10 | 28.0962 | 28 Hrs/Wk                 |           |  |           |  |
|          |       | DOUCETTE, JOSEPH       |    |         | SENIOR FOREMAN            | \$60,634  |  |           |  |
|          |       | D9                     | 6  | 29.0394 |                           |           |  |           |  |
|          |       | RICHARDS, JASON        |    |         | LEAD MECHANIC             | \$60,634  |  |           |  |
|          |       | D9                     | 6  | 29.0394 | 40 Hrs/Wk                 |           |  |           |  |
|          |       | KANE, WILLIAM          |    |         | MAINT MECHANIC/WELDER     | \$59,612  |  |           |  |
|          |       | D8                     | 6  | 28.5498 | 40 Hrs/Wk                 |           |  |           |  |
|          |       | MERRILL, LAWRENCE      |    |         | MECHANIC/WELDER           | \$58,526  |  |           |  |
|          |       | D7                     | 6  | 28.0296 | 40 Hrs/Wk                 |           |  |           |  |
|          |       | ZANI, PETER            |    |         | WORKING FOREMAN-HIGHWAY   | \$55,246  |  |           |  |
|          |       | D7                     | 5  | 26.4588 | 40 Hrs/Wk                 |           |  |           |  |
|          |       | AHEARNE, OLIVER        |    |         | WORKING FOREMAN-HIGHWAY   | \$49,730  |  |           |  |
|          |       | D7                     | 2  | 23.8170 | 40 Hrs/Wk                 |           |  |           |  |
|          |       | BERNARD, RYAN          |    |         | HEAVY EQUIPMENT OPERATOR  | \$48,686  |  |           |  |
|          |       | D5                     | 5  | 23.3172 | 40 Hrs/Wk                 |           |  |           |  |
|          |       | COLUMBUS, ERNEST       |    |         | HEAVY EQUIPMENT OPERATOR  | \$51,838  |  |           |  |
|          |       | D5                     | 6  | 24.8268 | 40 Hrs/Wk                 |           |  |           |  |
|          |       | COTTERLY, BRIAN        |    |         | HEAVY EQUIPMENT OPERATOR  | \$51,838  |  |           |  |
|          |       | D5                     | 6  | 24.8268 | 40 Hrs/Wk                 |           |  |           |  |
|          |       | COLLINS, JOEL          |    |         | MEDIUM EQUIPMENT OPERATOR | \$50,369  |  |           |  |
|          |       | D4                     | 6  | 24.1230 | 40 Hrs/Wk                 |           |  |           |  |
|          |       | GAZZANIGA, JAMES       |    |         | MEDIUM EQUIPMENT OPERATOR | \$50,369  |  |           |  |
|          |       | D4                     | 6  | 24.1230 | 40 Hrs/Wk                 |           |  |           |  |



|                         |                                  |   |         |                            |          |           |          |                    |  |
|-------------------------|----------------------------------|---|---------|----------------------------|----------|-----------|----------|--------------------|--|
|                         | PHILLIPO, JOSEPH                 |   |         | MEDIUM EQUIPMENT OPERATOR  | \$50,369 |           |          |                    |  |
|                         | D4                               | 6   | 24.1230 | 40 Hrs/Wk                  |          |           |          |                    |  |
|                         | RUMSEY, MICHAEL                  |   |         | MEDIUM EQUIPMENT OPERATOR  | \$50,369 |           |          |                    |  |
|                         | D4                               | 6   | 24.1230 | 40 Hrs/Wk                  |          |           |          |                    |  |
|                         | BABOCI, NDRICIM                  |   |         | MEDIUM EQUIPMENT OPERATOR  | \$50,369 |           |          |                    |  |
|                         | D4                               | 6   | 24.1230 | 40 Hrs/Wk                  |          |           |          |                    |  |
|                         | 55399                            | TEMPORARY SEASONAL  |         |                            |          |           | \$42,480 |                    |  |
|                         |                                  | 5 EMPLOYEES   | 14.1600 | 40 HRS/WK X 15 WKS X 5 EMP | \$42,480 |           |          |                    |  |
|                         | 51140                            | OVERTIME  |         | (regular & seasonal)       |          |           | \$25,000 |                    |  |
|                         |                                  | NOTE: Snow Removal Overtime is listed in a separate budget  |         |                            |          |           |          |                    |  |
|                         | <b>PERSONNEL SERVICES TOTAL</b>  |   |         |                            |          |           |          | <b>\$1,061,417</b> |  |
| 10422002                | 52:EXPENSES:PURCHASE OF SERVICES |   |         |                            |          | \$324,900 |          |                    |  |
|                         | 52112                            | TRAINING & EDUCATION  |         |                            | \$9,700  |           |          |                    |  |
|                         |                                  | Includes license & certification fees, including new State guidance for hoisting licenses                         |         |                            |          |           |          |                    |  |
|                         | 52114                            | DUES, SUBSCRIPTIONS, MEMBERSHIPS  |         |                            | \$200    |           |          |                    |  |
|                         |                                  | MA Highway 2 @ \$100  |         |                            |          |           |          |                    |  |
|                         | 52115                            | BUILDING REPAIR   |         |                            | \$20,000 |           |          |                    |  |
|                         |                                  | Recurring expense for department-specific repairs and annual inspections of lifts, forklifts, cranes, tight tanks |         |                            |          |           |          |                    |  |
|                         | 52116                            | EQUIPMENT REPAIRS & MAINTENANCE   |         |                            | \$40,000 |           |          |                    |  |
|                         | 52117                            | VEHICLE REPAIR  |         |                            | \$40,000 |           |          |                    |  |
|                         | 52119                            | MAINTENANCE OF ROADS  |         |                            | \$95,000 |           |          |                    |  |
|                         |                                  | Road resurfacing contract   |         |                            |          |           |          |                    |  |
|                         | 52120                            | CATCH BASIN CLEANING  |         |                            | \$30,000 |           |          |                    |  |
|                         | 52121                            | DISPOSAL  |         |                            | \$90,000 |           |          |                    |  |
|                         |                                  | Recurring expense to dispose of materials   |         |                            |          |           |          |                    |  |
|                         | 55:EXPENSES:OTHER                |   |         |                            |          | \$35,455  |          |                    |  |
|                         | 55411                            | POLICE DETAIL   |         |                            | \$20,000 |           |          |                    |  |
|                         | 55536                            | SOFTWARE LICENSING  |         |                            | \$3,900  |           |          |                    |  |
|                         |                                  | CFA Software (50%)  |         | 3900                       |          |           |          |                    |  |
|                         |                                  | Utility Cloud (50%)   |         |                            |          |           |          |                    |  |
|                         | 55602                            | ADVERTISING LEGAL   |         |                            | \$200    |           |          |                    |  |
|                         | 55676                            | MEETINGS & CONFERENCES  |         |                            | \$0      |           |          |                    |  |
|                         | new                              | CLOTHING ALLOWANCE  |         |                            | \$11,355 |           |          |                    |  |
|                         |                                  | 1 @ \$355, 14 @ \$700, 3 @ \$400 (Mechanics)  |         |                            |          |           |          |                    |  |
|                         | <b>EXPENSES TOTAL</b>            |   |         |                            |          |           |          | <b>\$360,355</b>   |  |
| <b>DEPARTMENT TOTAL</b> |                                  |   |         |                            |          |           |          | <b>\$1,421,772</b> |  |





## PARKS - 6510

|          |   | FY16             | FY17             | FY17 YTD         | FY18             | FY18 TA          |
|----------|---|------------------|------------------|------------------|------------------|------------------|
|          |   | ACTUAL           | BUDGET           | 11/30/2016       | DEPT REQUESTED   | RECOMMENDED      |
| 10651001 | 51:PERSONNEL SERVICES   |                  |                  |                  |                  |                  |
|          | 51001 SALARIES  | \$454,559        | \$530,300        | \$231,247        | \$558,096        | \$558,096        |
|          | 55399 TEMPORARY SEASONAL  |                  |                  |                  | \$42,480         | \$42,480         |
|          | 51140 OVERTIME  | \$43,111         | \$26,141         | \$15,699         | \$43,000         | \$43,000         |
|          | ** \$45,000 applied from Cenetry Perpetual Care   |                  |                  |                  | -\$45,000        | -\$45,000        |
|          | <b>PERSONNEL SERVICES TOTAL</b>   | <b>\$497,670</b> | <b>\$556,441</b> | <b>\$246,946</b> | <b>\$598,576</b> | <b>\$598,576</b> |
| 10651002 | 52:EXPENSES:PURCHASE OF SERVICES  |                  |                  |                  |                  |                  |
|          | 52100 CONTRACTUAL SERVICES  | \$129,627        | \$125,000        | \$48,974         | \$20,000         | \$20,000         |
|          | 52112 TRAINING & EDUCATION  | \$0              | \$0              | \$0              | \$10,000         | \$10,000         |
|          | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS  | \$880            | \$500            | \$425            |                  | \$500            |
|          | 52116 EQUIPMENT REPAIR & MAINTENANCE  | \$54,725         | \$50,000         | \$16,334         | \$65,000         | \$35,000         |
|          | 52117 VEHICLE REPAIR  |                  |                  |                  |                  | \$30,000         |
|          | * new MAINTENANCE OF PARKS & FIELDS   |                  |                  |                  |                  | \$75,000         |
|          | 52139 TREE MAINTENANCE  | \$0              | \$0              | \$0              | \$100,000        | \$100,000        |
|          | 52181 TREE REPLACEMENT  | -\$5,313         | \$10,000         | \$8,339          | \$10,000         | \$10,000         |
|          | ** \$5,000 applied from Cenetry Perpetual Care  |                  |                  |                  | -\$5,000         | -\$5,000         |
|          | <b>SUBTOTAL</b>   | <b>\$179,919</b> | <b>\$185,500</b> | <b>\$74,072</b>  | <b>\$200,000</b> | <b>\$275,500</b> |
|          | 55:EXPENSES:OTHER   |                  |                  |                  |                  |                  |
|          | 55536 SOFTWARE LICENSING  |                  |                  |                  |                  | \$3,900          |
|          | 55602 ADVERTISING LEGAL   |                  |                  |                  |                  | \$700            |
|          | 55676 MEETINGS & CONFERENCES  |                  |                  |                  |                  | \$500            |
|          | new CLOTHING ALLOWANCE  |                  |                  |                  |                  | \$6,655          |
|          | ** \$5,000 applied from Cenetry Perpetual Care  |                  |                  |                  | -\$5,000         | -\$5,000         |
|          | <b>SUBTOTAL</b>   |                  |                  |                  | <b>-\$5,000</b>  | <b>\$6,755</b>   |
|          | <b>EXPENSES TOTAL</b>   | <b>\$179,919</b> | <b>\$185,500</b> | <b>\$74,072</b>  | <b>\$195,000</b> | <b>\$282,255</b> |
|          | <b>DEPARTMENT TOTAL</b>   | <b>\$677,589</b> | <b>\$741,941</b> | <b>\$321,018</b> | <b>\$793,576</b> | <b>\$880,831</b> |
|          | * Maintenance of Parks & Fields per the interdepartment MOU   |                  |                  |                  |                  |                  |
|          | ** Cemetery Perpetual Care funds \$55,000 of Parks budget: \$45,000 to Salaries, \$5,000 to Services, \$5,000 to Supplies & Other |                  |                  |                  |                  |                  |

**PARKS - 6510**  
**FY18 BUDGET DETAIL**

(Based on 52.2 weeks)

|          |   |    |         |           |                          |           |  |  |           |
|----------|---|----|---------|-----------|--------------------------|-----------|--|--|-----------|
| 10651001 | 51:PERSONNEL SERVICES                           |    |         |           |                          |           |  |  |           |
|          | 51001 SALARIES F/T                              |    |         |           |                          |           |  |  |           |
|          | LINDEMAN, MICHAEL                               |    |         |           | DPW HWY/TRANS/PARKS SUPT | \$103,868 |  |  |           |
|          | G9  | 10 | 56.8516 | 35 HRS/WK |                          |           |  |  |           |
|          | CABRAL, DANIEL                                  |    |         |           | ADMIN COORDINATO         | \$53,303  |  |  |           |
|          | C15   | 10 | 29.1754 | 35 HRS/WK |                          |           |  |  |           |
|          | PERRY, SCOTT                                    |    |         |           | WORKING FOREMAN-PARKS    | \$53,308  |  |  |           |
|          | D4  | 4  | 25.5306 | 40 HRS/WK |                          |           |  |  |           |
|          | WILSON, MICHAEL                                 |    |         |           | SENIOR GROUNDS WORKER    | \$48,686  |  |  |           |
|          | D5  | 5  | 23.3172 | 40 HRS/WK |                          |           |  |  |           |
|          | BARRY, JOHN                                     |    |         |           | GROUNDS WORKER 2         | \$50,369  |  |  |           |
|          | D4  | 6  | 24.1230 | 40 HRS/WK |                          |           |  |  |           |
|          | GENNARO, DOMINIC                                |    |         |           | GROUNDS WORKER 2         | \$43,785  |  |  |           |
|          | D5  | 2  | 20.9700 | 40 HRS/WK |                          |           |  |  |           |
|          | CHARTRAND,                                      |    |         |           | MAINTENANCE WORKER       | \$39,784  |  |  |           |
|          | D2  | 2  | 19.0536 | 40 HRS/WK |                          |           |  |  |           |
|          | CIARDI, MICHAEL                                 |    |         |           | MAINTENANCE WORKER       | \$39,784  |  |  |           |
|          | D2  | 2  | 19.0536 | 40 HRS/WK |                          |           |  |  |           |
|          | PALMER, EDWARD                                  |    |         |           | MAINTENANCE WORKER       | \$44,214  |  |  |           |
|          | D2  | 5  | 21.1752 | 40 HRS/WK |                          |           |  |  |           |
|          | THEROUX-LOHNES, KYLE                            |    |         |           | MAINTENANCE WORKER       | \$39,784  |  |  |           |
|          | D2  | 2  | 19.0536 | 40 HRS/WK |                          |           |  |  |           |
|          | HENRY, TODD                                     |    |         |           | MAINTENANCE WORKER       | \$41,211  |  |  |           |
|          | D2  | 3  | 19.7370 | 40 HRS/WK |                          |           |  |  |           |
|          |   |    |         |           |                          | \$558,096 |  |  |           |
|          | ** \$45,000 applied from Cenetry Perpetual Care |    |         |           |                          |           |  |  |           |
|          |   |    |         |           |                          |           |  |  |           |
|          | 51001 TOTAL SALARIES F/T                        |    |         |           |                          |           |  |  | \$513,096 |

|          |   |  |         |                            |           |           |  |                  |
|----------|---|--|---------|----------------------------|-----------|-----------|--|------------------|
| 55399    | TEMPORARY SEASONAL<br>5 EMPLOYEES   |  |         |                            |           | \$42,480  |  | \$42,480         |
|          |   |  | 14.1600 | 40 HRS/WK X 15 WKS X 5 EMP |           |           |  |                  |
| 51140    | OVERTIME ( <i>regular &amp; seasonal</i> )  |  |         |                            |           | \$43,000  |  | \$43,000         |
|          | <b>PERSONNEL SERVICES TOTAL</b>   |  |         |                            |           |           |  | <b>\$598,576</b> |
| 10651002 | 52:EXPENSES:PURCHASE OF SERVICES  |  |         |                            |           | \$280,500 |  |                  |
| 52100    | CONTRACTUAL SERVICES  |  |         |                            | \$20,000  |           |  |                  |
| 52112    | TRAINING & EDUCATION  |  |         |                            | \$10,000  |           |  |                  |
|          | Certification & State required license fees   |  |         |                            |           |           |  |                  |
| 52114    | DUES, SUBSCRIPTIONS, MEMBERSHIPS  |  |         |                            | \$500     |           |  |                  |
| 52115    | EQUIPMENT REPAIR  |  |         |                            | \$35,000  |           |  |                  |
| 52117    | VEHICLE REPAIR  |  |         |                            | \$30,000  |           |  |                  |
| * new    | MAINTENANCE OF PARKS & FIELDS   |  |         |                            | \$75,000  |           |  |                  |
| 52139    | TREE MAINTENANCE  |  |         |                            | \$100,000 |           |  |                  |
|          | Tree removal/pruning contract   |  |         |                            |           |           |  |                  |
| 52181    | TREE REPLACEMENT  |  |         |                            | \$10,000  |           |  |                  |
|          | ** \$5,000 applied from Cenetary Perpetual Care   |  |         |                            |           |           |  | <u>-\$5,000</u>  |
|          | <b>SERVICES TOTAL</b>   |  |         |                            |           |           |  | <b>\$275,500</b> |
| 55:      | EXPENSES:OTHER  |  |         |                            |           | \$11,755  |  |                  |
| 55536    | SOFTWARE LICENSING  |  |         |                            | \$3,900   |           |  |                  |
|          | CFA Software (50%)  |  | 3900    |                            |           |           |  |                  |
|          | Utility Cloud (50%)   |  | 0       |                            |           |           |  |                  |
| 55602    | ADVERTISING LEGAL   |  |         |                            | \$700     |           |  |                  |
| 55676    | MEETINGS & CONFERENCES  |  |         |                            | \$500     |           |  |                  |
| new      | CLOTHING ALLOWANCE  |  |         |                            | \$6,655   |           |  |                  |
|          | 1 @ \$355, 9 @ \$700  |  |         |                            |           |           |  |                  |
|          | ** \$5,000 applied from Cenetary Perpetual Care   |  |         |                            |           |           |  | <u>-\$5,000</u>  |
|          | <b>SUPPLIES &amp; OTHER TOTAL</b>   |  |         |                            |           |           |  | <b>\$6,755</b>   |
|          | <b>EXPENSES TOTAL</b>   |  |         |                            |           |           |  | <b>\$282,255</b> |
|          | <b>DEPARTMENT TOTAL</b>   |  |         |                            |           |           |  | <b>\$880,831</b> |
|          | * Maintenance of Parks & Fields per the interdepartment MOU   |  |         |                            |           |           |  |                  |
|          | ** Cemetery Perpetual Care funds \$55,000 of Parks budget; \$45,000 to Salaries, \$5,000 to Services, \$5,000 to Supplies & Other |  |         |                            |           |           |  |                  |

## PARKS SUPPLIES - 6512

|                         |                                 | FY16<br>ACTUAL   | FY17<br>BUDGET   | FY17 YTD<br>11/30/2016 | FY18<br>DEPT REQUESTED | FY18 TA<br>RECOMMENDED |
|-------------------------|---------------------------------|------------------|------------------|------------------------|------------------------|------------------------|
| 10651202                | 54:EXPENSES:SUPPLIES            |                  |                  |                        |                        |                        |
|                         | 54100 SUPPLIES                  | \$10,893         | \$4,500          | \$10,820               | \$2,000                | \$2,000                |
|                         | 54106 LANDSCAPE MATERIALS & SUP | \$27,260         | \$50,000         | \$15,368               | \$75,000               | \$50,000               |
|                         | 54111 VEHICLE GASOLINE          | \$20,103         | \$42,000         | \$10,672               | \$30,000               | \$30,000               |
|                         | 54115 UNIFORMS                  | \$12,744         | \$8,000          | \$8,545                | \$12,000               | \$5,000                |
|                         | 54121 POSTAGE                   |                  |                  |                        |                        | \$300                  |
|                         | 54500 SMALL EQUIPMENT           | \$35,752         | \$3,000          | \$3,126                | \$3,000                | \$3,000                |
|                         | <b>SUBTOTAL</b>                 | <b>\$106,752</b> | <b>\$107,500</b> | <b>\$48,531</b>        | <b>\$122,000</b>       | <b>\$90,300</b>        |
| <b>DEPARTMENT TOTAL</b> |                                 | <b>\$106,752</b> | <b>\$107,500</b> | <b>\$48,531</b>        | <b>\$122,000</b>       | <b>\$90,300</b>        |
|                         |                                 |                  |                  |                        |                        |                        |
|                         |                                 |                  |                  |                        |                        |                        |
|                         |                                 |                  |                  |                        |                        |                        |
|                         |                                 |                  |                  |                        |                        |                        |
|                         |                                 |                  |                  |                        |                        |                        |
|                         |                                 |                  |                  |                        |                        |                        |
|                         |                                 |                  |                  |                        |                        |                        |
|                         |                                 |                  |                  |                        |                        |                        |
|                         |                                 |                  |                  |                        |                        |                        |

**PARKS SUPPLIES - 6512**

**FY18 BUDGET DETAIL**

|          |                                      |  |  |  |          |  |  |                 |  |
|----------|--------------------------------------|--|--|--|----------|--|--|-----------------|--|
|          |                                      |  |  |  |          |  |  |                 |  |
| 10651202 | 54:EXPENSES:SUPPLIES                 |  |  |  |          |  |  | \$90,300        |  |
|          | 54100 SUPPLIES                       |  |  |  | \$2,000  |  |  |                 |  |
|          | 54106 LANDSCAPE MATERIALS & SUPPLIES |  |  |  | \$50,000 |  |  |                 |  |
|          | 54111 VEHICLE GASOLINE               |  |  |  | \$30,000 |  |  |                 |  |
|          | 54115 UNIFORMS                       |  |  |  | \$5,000  |  |  |                 |  |
|          | 54121 POSTAGE                        |  |  |  | \$300    |  |  |                 |  |
|          | 54500 SMALL EQUIPMENT                |  |  |  | \$3,000  |  |  |                 |  |
|          | <b>EXPENSES TOTAL</b>                |  |  |  |          |  |  | <b>\$90,300</b> |  |
|          | <b>DEPARTMENT TOTAL</b>              |  |  |  |          |  |  | <b>\$90,300</b> |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |
|          |                                      |  |  |  |          |  |  |                 |  |



## SNOW REMOVAL - 4230

|                         |                                      | FY16             | FY17             | FY17 YTD        | FY18             | FY18 TA          |
|-------------------------|--------------------------------------|------------------|------------------|-----------------|------------------|------------------|
|                         |                                      | ACTUAL           | BUDGET           | 11/30/2016      | DEPT REQUESTED   | RECOMMENDED      |
| 10423001                | 51:PERSONNEL SERVICES                |                  |                  |                 |                  |                  |
|                         | 51140 OVERTIME                       | \$96,602         | \$125,000        | \$0             | \$125,000        | \$125,000        |
|                         | <b>PERSONNEL SERVICES TOTAL</b>      | <b>\$96,602</b>  | <b>\$125,000</b> | <b>\$0</b>      | <b>\$125,000</b> | <b>\$125,000</b> |
| 10423002                | 52:EXPENSES:PURCHASE OF SERVICES     |                  |                  |                 |                  |                  |
|                         | 52100 CONTRACTUAL SERVICES           | \$30,499         | \$75,000         | \$3,064         | \$75,000         | \$70,000         |
|                         | 52117 VEHICLE REPAIR                 | \$63,579         | \$35,000         | \$15,747        | \$35,000         | \$35,000         |
|                         | <b>SUBTOTAL</b>                      | <b>\$94,078</b>  | <b>\$110,000</b> | <b>\$18,811</b> | <b>\$110,000</b> | <b>\$105,000</b> |
|                         | 54:EXPENSES:SUPPLIES                 |                  |                  |                 |                  |                  |
|                         | 54111 VEHICLE GASOLINE               | \$18,751         | \$35,000         | \$0             | \$35,000         | \$35,000         |
|                         | 54117 SALT/SAND                      | \$211,889        | \$180,000        | \$39,870        | \$180,000        | \$180,000        |
|                         | <b>SUBTOTAL</b>                      | <b>\$230,640</b> | <b>\$215,000</b> | <b>\$39,870</b> | <b>\$215,000</b> | <b>\$215,000</b> |
|                         | 55:EXPENSES:OTHER                    |                  |                  |                 |                  |                  |
|                         | new Storm Meals \$12/8 hours on duty | \$0              | \$0              | \$0             | \$0              | \$5,000          |
|                         | <b>SUBTOTAL</b>                      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$5,000</b>   |
|                         | <b>EXPENSES TOTAL</b>                | <b>\$324,718</b> | <b>\$325,000</b> | <b>\$58,681</b> | <b>\$325,000</b> | <b>\$325,000</b> |
| <b>DEPARTMENT TOTAL</b> |                                      | <b>\$421,320</b> | <b>\$450,000</b> | <b>\$58,681</b> | <b>\$450,000</b> | <b>\$450,000</b> |

## SNOW REMOVAL - 4230

### FY18 BUDGET DETAIL

*(Based on 52.2 weeks)*

|          |                                    |  |           |  |                  |
|----------|------------------------------------|--|-----------|--|------------------|
|          |                                    |  |           |  |                  |
| 10423001 | 51:PERSONNEL SERVICES              |  |           |  | \$125,000        |
|          | 51140 OVERTIME                     |  | \$125,000 |  |                  |
|          | <b>PERSONNEL SERVICES TOTAL</b>    |  |           |  | <b>\$125,000</b> |
| 10423002 | 52:EXPENSES:PURCHASE OF SERVICES   |  |           |  |                  |
|          | 52100 CONTRACTUAL SERVICES         |  |           |  | \$105,000        |
|          | Snow Plowing                       |  | \$70,000  |  |                  |
|          | 52117 VEHICLE REPAIR               |  | \$35,000  |  |                  |
|          | 54:EXPENSES:SUPPLIES               |  |           |  | \$215,000        |
|          | 54111 VEHICLE GASOLINE             |  | \$35,000  |  |                  |
|          | 54117 SALT / SAND                  |  | \$180,000 |  |                  |
|          | 55:EXPENSES:OTHER                  |  |           |  | \$5,000          |
|          | new Storm Meals \$12/8 hrs on duty |  | \$5,000   |  |                  |
|          | <b>EXPENSES TOTAL</b>              |  |           |  | <b>\$325,000</b> |
|          | <b>DEPARTMENT TOTAL</b>            |  |           |  | <b>\$450,000</b> |

## TRANSFER STATION - 4940

|          |                                  | FY16     | FY17     | FY17 YTD   | FY18           | FY18 TA     |
|----------|----------------------------------|----------|----------|------------|----------------|-------------|
|          |                                  | ACTUAL   | BUDGET   | 11/30/2016 | DEPT REQUESTED | RECOMMENDED |
| 10494002 | 52:EXPENSES:PURCHASE OF SERVICES |          |          |            |                |             |
|          | 52101 PROFESSIONAL SERVICES      | \$9,802  | \$25,000 | \$9,135    | \$25,000       | \$25,000    |
|          | 52135 LEACHATE DISPOSAL          | \$9,480  | \$40,000 | \$2,431    | \$40,000       | \$40,000    |
|          | <b>SUBTOTAL</b>                  | \$19,282 | \$65,000 | \$11,566   | \$65,000       | \$65,000    |
|          | <b>EXPENSES TOTAL</b>            | \$19,282 | \$65,000 | \$11,566   | \$65,000       | \$65,000    |
|          | <b>DEPARTMENT TOTAL</b>          | \$19,282 | \$65,000 | \$11,566   | \$65,000       | \$65,000    |



## BOARD OF HEALTH - 5110

|                         |                                      | FY16<br>ACTUAL   | FY17<br>BUDGET   | FY17 YTD<br>11/30/2016 | FY18<br>DEPT REQUESTED | FY18 TA<br>RECOMMENDED |
|-------------------------|--------------------------------------|------------------|------------------|------------------------|------------------------|------------------------|
| 10511001                | 51:PERSONNEL SERVICES                |                  |                  |                        |                        |                        |
|                         | 51001 SALARIES                       | \$306,474        | \$314,135        | \$128,089              | \$316,777              | \$293,222              |
|                         | 51003 SALARIES P/T                   |                  |                  |                        |                        | \$24,757               |
|                         | 51125 SCHOOL NURSE                   | \$310,331        | \$325,625        | \$86,012               | \$325,625              | \$326,880              |
|                         | 51126 SUBSTITUTE SCHOOL NURSE        | \$29,310         | \$28,924         | \$10,974               | \$52,941               | \$52,946               |
|                         | 51140 OVERTIME                       | \$3,375          | \$4,200          | \$1,791                | \$4,200                | \$4,200                |
|                         | <b>PERSONNEL SERVICES TOTAL</b>      | <b>\$649,490</b> | <b>\$672,884</b> | <b>\$226,866</b>       | <b>\$699,543</b>       | <b>\$702,006</b>       |
| 10511002                | 52: EXPENSES:PURCHASE OF SERVICES    |                  |                  |                        |                        |                        |
|                         | 52100 CONTRACTUAL SERVICES           | \$12,540         | \$20,540         | \$5,270                | \$16,540               | \$16,540               |
|                         | 52101 PROFESSIONAL SERVICES          | \$350            | \$2,000          | \$0                    | \$2,000                | \$2,350                |
|                         | 52104 FOOD INSPECTOR                 | \$11,350         | \$11,795         | \$5,800                | \$13,795               | \$13,795               |
|                         | 52105 SCH MENTAL HEALTH SERVICES     | \$59,310         | \$59,310         | \$29,655               | \$59,310               | \$59,310               |
|                         | 52109 MOSQUITO CONTROL               | \$33,360         | \$39,611         | \$12,095               | \$40,891               | \$40,890               |
|                         | 52112 TRAINING & EDUCATION           | \$5,144          | \$5,700          | \$2,622                | \$5,700                | \$5,700                |
|                         | 52113 TRAVEL                         |                  |                  | \$0                    | \$0                    | \$0                    |
|                         | 52117 VEHICLE REPAIR                 | \$1,140          | \$1,600          | \$35                   | \$1,000                | \$1,000                |
|                         | 52124 HAZARDOUS WASTE DAY            | \$15,000         | \$15,000         | \$5,353                | \$18,000               | \$16,000               |
|                         | 52157 GROUND WATER MONITORING        | \$980            | \$2,200          | \$720                  | \$2,200                | \$2,200                |
|                         | 52178 FLOOR DRAIN                    | \$0              | \$1,000          | \$0                    | \$0                    | \$0                    |
|                         | 52179 HEALTH NUISANCE EXP            | \$4,940          | \$7,500          | \$0                    | \$7,500                | \$7,500                |
|                         | 52114 DUES,SUBSCRIPTIONS,MEMBERSHIPS | \$0              | \$0              | \$0                    | \$0                    | \$150                  |
|                         | <b>SUBTOTAL</b>                      | <b>\$144,114</b> | <b>\$166,256</b> | <b>\$61,550</b>        | <b>\$166,936</b>       | <b>\$165,435</b>       |
|                         | 54:EXPENSES:SUPPLIES                 |                  |                  |                        |                        |                        |
|                         | 54100 SUPPLIES                       | \$1,436          | \$2,000          | \$912                  | \$2,000                | \$2,000                |
|                         | 54109 NURSE EXPENSE                  | \$8,881          | \$12,500         | \$2,844                | \$12,500               | \$12,500               |
|                         | 54111 VEHICLE GASOLINE               | \$475            | \$1,200          | \$119                  | \$1,200                | \$1,200                |
|                         | <b>SUBTOTAL</b>                      | <b>\$10,792</b>  | <b>\$15,700</b>  | <b>\$3,876</b>         | <b>\$15,700</b>        | <b>\$15,700</b>        |
|                         | 55:EXPENSES:OTHER                    |                  |                  |                        |                        |                        |
|                         | 55602 ADVERTISING LEGAL              |                  |                  |                        |                        | \$0                    |
|                         | 52137 OTHER FRINGE BENEFITS          | \$939            | \$1,400          | \$90                   | \$1,400                | \$400                  |
|                         | new CLOTHING                         |                  |                  |                        |                        | \$710                  |
|                         | <b>SUBTOTAL</b>                      | <b>\$939</b>     | <b>\$1,400</b>   |                        | <b>\$1,400</b>         | <b>\$1,110</b>         |
|                         | <b>EXPENSES TOTAL</b>                | <b>\$155,845</b> | <b>\$183,356</b> | <b>\$65,426</b>        | <b>\$184,036</b>       | <b>\$182,245</b>       |
| <b>DEPARTMENT TOTAL</b> |                                      | <b>\$805,335</b> | <b>\$856,240</b> | <b>\$292,293</b>       | <b>\$883,579</b>       | <b>\$884,251</b>       |

## BOARD OF HEALTH - 5110

### FY18 BUDGET DETAIL

*(Based on 52.2 weeks)*

| 10511001 | 51: PERSONNEL SERVICES |    |         |  | SALARY                        |              |
|----------|------------------------|----|---------|--|-------------------------------|--------------|
|          | 51001 SALARIES         |    |         |  |                               | \$293,222.09 |
|          | JUNGHANNS, JULIA       |    |         |  | PUBLIC HEALTH DIRECTOR        | \$95,900.69  |
|          | G9                     | 10 | 52.4908 |  | HRLY                          |              |
|          | WHITE, PATRICIA        |    |         |  | DEPARTMENT ASSISTANT          | \$51,331.76  |
|          | C14                    | 10 | 28.0962 |  | HRLY                          |              |
|          | MACCAUGHEY, DARREN     |    |         |  | SANITARIAN / HEALTH AGENT     | \$73,900.87  |
|          | G6                     | 10 | 40.4493 |  | HRLY                          |              |
|          | MORI, RUTH             |    |         |  | PUBLIC HEALTH NURSE           | \$72,088.77  |
|          | G7A                    | 10 | 46.0337 |  | HRLY                          |              |
|          | 51003 P/T SALARIES     |    |         |  |                               | \$24,757.25  |
|          | LEDWELL, DIANE         |    |         |  | SENIOR CLERK                  | \$20,757.25  |
|          | N1                     | 10 | 26.5099 |  | HRLY x 15 hrs/wk              |              |
|          | LANGDON-PLACE, CAROLYN |    |         |  | TEMPORARY OFFICE WORKER       | \$4,000.00   |
|          |                        |    | 16.7300 |  | HRLY <i>(estimated hours)</i> |              |
|          | 51125 SCHOOL NURSE     |    |         |  |                               | \$326,880.45 |
|          | NIMS, MARCIA           |    |         |  | COMMUNITY HEALTH NURSE        | \$65,376.09  |
|          | G15                    | 10 | 35.7833 |  | HRLY                          |              |
|          | MACDONALD, JEANNE      |    |         |  | COMMUNITY HEALTH NURSE        | \$65,376.09  |
|          | G15                    | 10 | 35.7833 |  | HRLY                          |              |
|          | SCHOEFF, AMY           |    |         |  | COMMUNITY HEALTH NURSE        | \$65,376.09  |
|          | G15                    | 10 | 35.7833 |  | HRLY                          |              |
|          | MCLEOD, JENNIFER       |    |         |  | COMMUNITY HEALTH NURSE        | \$65,376.09  |

|   |  |     |         |                        |             |             |                  |
|---|--|-----|---------|------------------------|-------------|-------------|------------------|
|   | G15  | 10  | 35.7833 | HRLY                   |             |             |                  |
|   | D'AMICO, NOREEN  |     |         | COMMUNITY HEALTH NURSE | \$65,376.09 |             |                  |
|   | G15  | 10  | 35.7833 | HRLY                   |             |             |                  |
| 51126   | SUBSTITUTE NURSE   |     |         |                        |             | \$52,945.90 |                  |
|   | 8 NURSES   |     |         | SUBSTITUTE NURSE       | \$52,945.90 |             |                  |
|   | N/A  | N/A | 29.2944 | HRLY                   |             |             |                  |
| <div style="border: 1px solid black; padding: 5px;"> <p>Total Substitute Nurse salary represents an additional 4 hrs/day of elementary school nursing care. <math>\\$29.2944/\text{hr} \times 4 \text{ hrs/day} = \\$117.18/\text{day}</math><br/> <math>\times 5 \text{ days/wk for } 41 \text{ wks, for a total additional salary of } \\$24,021.90.</math><br/> <math>\\$24,021.90 + \\$28,924.00 = \\$52,945.90</math></p> </div> |  |     |         |                        |             |             |                  |
| 51140   | OVERTIME   |     |         |                        |             | \$4,200.00  |                  |
| <b>PERSONNEL SERVICES TOTAL</b>   |  |     |         |                        |             |             | <b>\$702,006</b> |
| 10511002  | 52:EXPENSES:PURCHASE OF SERVICES                             |     |         |                        |             |             |                  |
| 52100   | CONTRACTUAL SERVICES   |     |         |                        |             | \$16,540    |                  |
|   | Animal Control - rabies control, dead animal pickup          |     |         |                        | \$12,000    |             |                  |
|   | Animal Inspector - animal keeping                            |     |         |                        | \$540       |             |                  |
|   | Projects and coverage for Admin vacations                    |     |         |                        | \$4,000     |             |                  |
| 52101   | PROFESSIONAL SERVICES  |     |         |                        |             | \$2,350     |                  |
|   | Tobacco compliance?  |     |         |                        | \$350       |             |                  |
|   | Inspections or plan reviews, private well project            |     |         |                        | \$2,000     |             |                  |
| 52104   | FOOD INSPECTOR   |     |         |                        |             | \$13,795    |                  |
|   | Semiannual inspections - \$45 to \$150 per location          |     |         |                        | \$13,795    |             |                  |
| 52105   | SCH MENTAL HEALTH SERVICES                                   |     |         |                        |             | \$59,310    |                  |
| 52109   | MOSQUITO CONTROL   |     |         |                        |             | \$40,890    |                  |
|   | EMMCP Services - larvicide, testing and surveillance         |     |         |                        | \$24,674    |             |                  |
|   | Catch Basins - 14 cases @ \$730 (220 briquettes/case = 3080) |     |         |                        | \$10,220    |             |                  |
|   | Aducticide - for public health emergency                     |     |         |                        | \$5,996     |             |                  |
| 52112   | TRAINING & EDUCATION   |     |         |                        |             | \$5,700     |                  |
|   | Maintain licenses & certifications (8)                       |     |         |                        |             |             |                  |
| 52113   | TRAVEL   |     |         |                        |             | \$0         |                  |
| 52117   | VEHICLE REPAIR   |     |         |                        |             | \$1,000     |                  |
|   | 2 vehicles Tires, services                                   |     |         |                        |             |             |                  |
| 52124   | HAZARDOUS WASTE DAY  |     |         |                        |             | \$16,000    |                  |

|                         |   |  |  |  |  |         |           |           |
|-------------------------|---|--|--|--|--|---------|-----------|-----------|
|                         | Twice / year                              |  |  |  |  |         |           |           |
| 52157                   | GROUND WATER MONITORING                   |  |  |  |  |         | \$2,200   |           |
|                         | Pool & Beach water testing                |  |  |  |  |         |           |           |
| 52179                   | HEALTH NUISANCE EXP                       |  |  |  |  |         | \$7,500   |           |
|                         | Public Health Emergencies                 |  |  |  |  |         |           |           |
| 52114                   | DUES,SUBSCRIPTIONS,MEMBERSHIPS            |  |  |  |  |         | \$150     |           |
|                         | MA Assoc of Health                        |  |  |  |  | \$150   |           |           |
| <b>SUBTOTAL</b>         |   |  |  |  |  |         | \$165,435 |           |
| 54:EXPENSES:SUPPLIES    |   |  |  |  |  |         |           |           |
| 54100                   | SUPPLIES                                  |  |  |  |  |         | \$2,000   |           |
|                         | Inspectional equipment                    |  |  |  |  |         |           |           |
| 54109                   | NURSE EXPENSE                             |  |  |  |  |         | \$12,500  |           |
|                         | Nursing supplies - narcas                 |  |  |  |  |         |           |           |
|                         | Vision & Hearing equipment upgrades       |  |  |  |  |         |           |           |
|                         | Snap program upgrade                      |  |  |  |  | \$1,761 |           |           |
| 54111                   | VEHICLE GASOLINE                          |  |  |  |  |         | \$1,200   |           |
| <b>SUBTOTAL</b>         |   |  |  |  |  |         | \$15,700  |           |
| 55:EXPENSES:OTHER       |   |  |  |  |  |         |           |           |
| 55602                   | ADVERTISING LEGAL                         |  |  |  |  |         | \$0       |           |
| 52137                   | OTHER FRINGE BENEFITS                     |  |  |  |  |         | \$400     |           |
|                         | Dinner @ \$10/Board Meeting X 3 employees |  |  |  |  |         |           |           |
| new                     | CLOTHING                                  |  |  |  |  |         | \$710     |           |
|                         | 2 @ \$355                                 |  |  |  |  |         |           |           |
| <b>SUBTOTAL</b>         |   |  |  |  |  |         | \$1,110   |           |
| <b>EXPENSES TOTAL</b>   |   |  |  |  |  |         |           | \$182,245 |
| <b>DEPARTMENT TOTAL</b> |   |  |  |  |  |         |           | \$884,251 |





## COUNCIL ON AGING - 5460

|          |  | FY16             | FY17             | FY17 YTD        | FY18             | FY18 TA          |
|----------|--|------------------|------------------|-----------------|------------------|------------------|
|          |  | ACTUAL           | BUDGET           | 11/30/2016      | DEPT REQUESTED   | RECOMMENDED      |
| 10546001 | <b>51:PERSONNEL SERVICES</b>             |                  |                  |                 |                  |                  |
|          | 51001 SALARIES                           | \$200,990        | \$206,986        | \$83,032        | \$208,282        | \$179,818        |
|          | 51003 SALARIES P/T                       |                  |                  |                 |                  | \$27,375         |
|          | 51140 OVERTIME                           |                  | \$500            | \$0             |                  | \$0              |
|          | <b>PERSONNEL SERVICES TOTAL</b>          | <b>\$200,990</b> | <b>\$207,486</b> | <b>\$83,032</b> | <b>\$208,282</b> | <b>\$207,193</b> |
| 10546002 | <b>52: EXPENSES:PURCHASE OF SERVICES</b> |                  |                  |                 |                  |                  |
|          | 52100 CONTRACTUAL SERVICES               | \$5,080          | \$7,000          | \$3,183         | \$8,000          | \$300            |
|          | 52112 TRAINING & EDUCATION               |                  |                  |                 |                  | \$0              |
|          | 52113 TRAVEL                             |                  |                  |                 |                  | \$0              |
|          | 52114 DUES,SUBSCRIPTIONS,MEMBERSHIPS     |                  |                  |                 |                  | \$1,400          |
|          | 52116 EQUIPMENT REPAIR                   | \$0              | \$0              | \$0             | \$0              | \$0              |
|          | 52130 PRINTING                           |                  | \$0              | \$0             | \$0              | \$0              |
|          | 52136 TRANSPORTATION                     | \$8,139          | \$14,700         | \$3,911         | \$14,700         | \$14,700         |
|          | 52149 TAX WORKOFF                        | \$22,880         | \$25,000         | \$1,370         | \$28,600         | \$28,600         |
|          | <b>SUBTOTAL</b>                          | <b>\$36,099</b>  | <b>\$46,700</b>  | <b>\$8,463</b>  | <b>\$51,300</b>  | <b>\$45,000</b>  |
|          | <b>54:EXPENSES:SUPPLIES</b>              |                  |                  |                 |                  |                  |
|          | 54100 SUPPLIES                           | \$0              | \$0              | \$0             | \$0              | \$6,000          |
|          | 54118 OFFICE SUPPLIES                    |                  |                  |                 |                  | \$0              |
|          | 54121 POSTAGE                            | \$5,738          | \$6,800          | \$1,142         | \$6,800          | \$6,000          |
|          | 54149 SMALL EQUIPMENT                    | \$3,939          | \$2,500          | \$387           | \$500            | \$500            |
|          | <b>SUBTOTAL</b>                          | <b>\$9,677</b>   | <b>\$9,300</b>   | <b>\$1,529</b>  | <b>\$7,300</b>   | <b>\$12,500</b>  |
|          | <b>55:EXPENSES:OTHER</b>                 |                  |                  |                 |                  |                  |
|          | 55600 ADVERTISING CLASSIFIED             |                  |                  |                 |                  | \$0              |
|          | 55602 ADVERTISING LEGAL                  |                  |                  |                 |                  | \$0              |
|          | 55676 MEETINGS & CONFERENCES             |                  |                  |                 |                  | \$0              |
|          | <b>SUBTOTAL</b>                          |                  |                  |                 |                  | <b>\$0</b>       |
|          | <b>EXPENSES TOTAL</b>                    | <b>\$45,776</b>  | <b>\$56,000</b>  | <b>\$9,993</b>  | <b>\$58,600</b>  | <b>\$57,500</b>  |
|          | <b>DEPARTMENT TOTAL</b>                  | <b>\$246,766</b> | <b>\$263,486</b> | <b>\$93,025</b> | <b>\$266,882</b> | <b>\$264,693</b> |

## COUNCIL ON AGING - 5460

### FY18 BUDGET DETAIL

| (Based on 52.2 weeks) |  |    |         |                           |             |              |                     |
|-----------------------|--|----|---------|---------------------------|-------------|--------------|---------------------|
| 10546001              | 51: PERSONNEL SERVICES                 |    |         |                           |             | SALARY       |                     |
|                       | 51001 SALARIES                         |    |         |                           |             |              |                     |
|                       | SECORD, JULIE                          |    |         | COUNCIL ON AGING DIRECTOR | \$84,381.27 |              |                     |
|                       | G7B                                    | 10 | 46.1857 | HRLY                      |             |              |                     |
|                       | HATTON, SUSAN                          |    |         | OUTREACH COORDINATOR      | \$44,105.32 |              |                     |
|                       | N3                                     | 10 | 29.1355 | HRLY-29                   |             |              |                     |
|                       | GREENWOOD, NANCY                       |    |         | DEPARTMENT ASSISTANT      | \$51,331.76 | \$179,818.35 |                     |
|                       | C14                                    | 10 | 28.0962 | HRLY-35                   |             |              |                     |
|                       | 51003 P/T SALARIES                     |    |         |                           |             |              |                     |
|                       | LEVINE, SHAWNA                         |    |         | PROJECT COORDINATOR       | \$27,374.68 | \$27,374.68  |                     |
|                       | N3A                                    | 10 | 29.1344 | HRLY x 18 hrs/wk          |             |              |                     |
|                       | <b>PERSONNEL SERVICES TOTAL</b>        |    |         |                           |             |              | <b>\$207,193.03</b> |
| 10546002              | 52: EXPENSES: PURCHASE OF SERVICES     |    |         |                           |             |              |                     |
|                       | 52100 CONTRACTUAL SERVICES             |    |         |                           | \$300       |              |                     |
|                       | 52112 TRAINING & EDUCATION             |    |         |                           | \$0         |              |                     |
|                       | 52113 TRAVEL                           |    |         |                           | \$0         |              |                     |
|                       | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS |    |         |                           | \$1,400     |              |                     |
|                       | 52116 EQUIPMENT REPAIR                 |    |         |                           | \$0         |              |                     |
|                       | 52130 PRINTING                         |    |         |                           | \$0         |              |                     |
|                       | 52136 TRANSPORTATION                   |    |         |                           | \$14,700    |              |                     |
|                       | 52149 TAX WORKOFF                      |    |         |                           | \$28,600    |              |                     |
|                       | <b>SUBTOTAL</b>                        |    |         |                           | \$45,000    |              |                     |
|                       | 54: EXPENSES: SUPPLIES                 |    |         |                           |             |              |                     |
|                       | 54100 SUPPLIES                         |    |         |                           | \$6,000     |              |                     |
|                       | 54118 OFFICE SU                        |    |         |                           | \$0         |              |                     |
|                       | 54121 POSTAGE                          |    |         |                           | \$6,000     |              |                     |
|                       | 54149 SMALL EQUIPMENT                  |    |         |                           | \$500       |              |                     |
|                       | <b>SUBTOTAL</b>                        |    |         |                           | \$12,500    |              |                     |

|  |                  |                        |  |  |  |           |  |  |  |  |  |
|--|------------------|------------------------|--|--|--|-----------|--|--|--|--|--|
|  |                  |                        |  |  |  |           |  |  |  |  |  |
|  |                  | 55:EXPENSES:OTHER      |  |  |  |           |  |  |  |  |  |
|  | 55600            | ADVERTISING CLASSIFIED |  |  |  | \$0       |  |  |  |  |  |
|  | 55602            | ADVERTISING LEGAL      |  |  |  | \$0       |  |  |  |  |  |
|  | 55676            | MEETINGS & CONFERENCES |  |  |  | \$0       |  |  |  |  |  |
|  | SUBTOTAL         |                        |  |  |  | \$0       |  |  |  |  |  |
|  | EXPENSES TOTAL   |                        |  |  |  | \$57,500  |  |  |  |  |  |
|  | DEPARTMENT TOTAL |                        |  |  |  | \$264,693 |  |  |  |  |  |
|  |                  |                        |  |  |  |           |  |  |  |  |  |



# YOUTH & FAMILY SERVICES - 5470

## FY18 BUDGET DETAIL

(Based on 52.2 weeks)

|                         |                                    |                        |    |         |                                 |                 |  |                  |                  |
|-------------------------|------------------------------------|------------------------|----|---------|---------------------------------|-----------------|--|------------------|------------------|
| 10547001                | 51:PERSONNEL SERVICES              |                        |    |         |                                 |                 |  |                  |                  |
|                         | 51001 SALARIES                     |                        |    |         |                                 |                 |  |                  | \$206,934        |
|                         |                                    | DOWD, LYNN             |    |         | YOUTH & FAM SERVICES DIRECTOR   |                 |  | \$91,967         |                  |
|                         |                                    | G8A                    | 10 | 50.3377 | HRLY-35                         |                 |  |                  |                  |
|                         |                                    | KAHN, DOSSIE           |    |         | ASSISTANT YOUTH DIRECTOR        |                 |  | \$73,901         |                  |
|                         |                                    | G6                     | 10 | 40.4493 | HRLY-35                         |                 |  |                  |                  |
|                         |                                    | VERHOOSKY, JASON       |    |         | SUBSTANCE ABUSE PREV SPECIALIST |                 |  | \$41,066         |                  |
|                         |                                    | G5                     | 10 | 37.4622 | HRLY-21                         | 21/TOWN 9/GRANT |  |                  |                  |
|                         | 51003 SALARIES P/T                 |                        |    |         |                                 |                 |  |                  | \$9,033          |
|                         |                                    | SYPEK, MURIEL          |    |         | ADMIN ASSISTANT                 |                 |  | \$9,033          |                  |
|                         |                                    | N2                     | 10 | 28.8425 | HRLY-6                          |                 |  |                  |                  |
|                         | 51200 STIPEND                      |                        |    |         |                                 |                 |  |                  |                  |
|                         |                                    | BERRY, JOHN            |    |         | YOUTH LEADERSHIP ADVISOR        |                 |  | \$5,279          | \$5,279.00       |
|                         |                                    |                        |    |         | 5 HRS/40 WKS                    |                 |  |                  |                  |
|                         | <b>PERSONNEL SERVICES TOTAL</b>    |                        |    |         |                                 |                 |  |                  | <b>\$221,246</b> |
| 10547002                | 52: EXPENSES: PURCHASE OF SERVICES |                        |    |         |                                 |                 |  |                  |                  |
|                         | 52100                              | CONTRACTUAL SERVICES   |    |         |                                 |                 |  | \$1,150          |                  |
|                         | 52112                              | TRAINING & EDUCATION   |    |         |                                 |                 |  | \$800            |                  |
|                         | 52113                              | TRAVEL                 |    |         |                                 |                 |  | \$700            |                  |
|                         | 52114                              | DUES, SUB              |    |         |                                 |                 |  | \$350            |                  |
|                         | <b>SUBTOTAL</b>                    |                        |    |         |                                 |                 |  | <b>\$3,000</b>   |                  |
|                         | 54: EXPENSES: SUPPLIES             |                        |    |         |                                 |                 |  |                  |                  |
|                         | 54100                              | SUPPLIES               |    |         |                                 |                 |  | \$1,625          |                  |
|                         | <b>SUBTOTAL</b>                    |                        |    |         |                                 |                 |  | <b>\$1,625</b>   |                  |
|                         | 55: EXPENSES: OTHER                |                        |    |         |                                 |                 |  |                  |                  |
|                         | 55676                              | MEETINGS & CONFERENCES |    |         |                                 |                 |  | \$1,600          |                  |
|                         | <b>SUBTOTAL</b>                    |                        |    |         |                                 |                 |  | <b>\$1,600</b>   |                  |
|                         | <b>EXPENSES TOTAL</b>              |                        |    |         |                                 |                 |  | <b>\$6,225</b>   |                  |
| <b>DEPARTMENT TOTAL</b> |                                    |                        |    |         |                                 |                 |  | <b>\$227,471</b> |                  |

## LIBRARY - 6120

|          |   | FY16               | FY17               | FY17 YTD         | FY18               | FY18 TA            |
|----------|---|--------------------|--------------------|------------------|--------------------|--------------------|
|          |   | ACTUAL             | BUDGET             | 11/30/2016       | DEPT REQUESTED     | RECOMMENDED        |
| 10612001 | <b>51:PERSONNEL SERVICES</b>  |                    |                    |                  |                    |                    |
|          | 51001 SALARIES  | \$800,206          | \$819,000          | \$316,092        | \$830,000          | \$659,913          |
|          | 51003 SALARIES P/T  |                    |                    |                  |                    | \$45,921           |
|          | new LIB WKND PROF   |                    |                    |                  |                    | \$41,609           |
|          | new LIB PAGES   |                    |                    |                  |                    | \$11,662           |
|          | new LIB CLERKS  |                    |                    |                  |                    | \$52,447           |
|          | 51140 OVERTIME  | \$5,806            | \$4,000            | \$1,615          | \$6,000            | \$6,000            |
|          | <b>PERSONNEL SERVICES TOTAL</b>   | <b>\$806,012</b>   | <b>\$823,000</b>   | <b>\$317,707</b> | <b>\$836,000</b>   | <b>\$817,553</b>   |
| 10612002 | <b>52: EXPENSES: PURCHASE OF SERVICES</b>   |                    |                    |                  |                    |                    |
|          | 52100 CONTRACTUAL SERVICES  | \$38,943           | \$42,000           | \$36,357         | \$42,000           | \$38,111           |
|          | 52112 TRAINING & EDUCATION  | \$4,135            | \$3,500            | \$866            | \$4,000            | \$4,000            |
|          | 52113 TRAVEL  |                    |                    |                  |                    | \$0                |
|          | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS  |                    |                    |                  |                    | \$200              |
|          | 52116 EQUIP REPAIRS & MAINT   | \$890              | \$2,200            | \$248            | \$2,200            | \$2,200            |
|          | 52130 PRINTING  |                    |                    |                  |                    | \$200              |
|          | <b>SUBTOTAL</b>   | <b>\$43,968</b>    | <b>\$47,700</b>    | <b>\$37,471</b>  | <b>\$48,200</b>    | <b>\$44,711</b>    |
|          | <b>54: EXPENSES: SUPPLIES</b>   |                    |                    |                  |                    |                    |
|          | 54100 SUPPLIES  | \$8,894            | \$10,500           | \$3,297          | \$20,500           | \$6,300            |
|          | 54118 OFFICE SUPPLIES   |                    |                    |                  |                    | \$4,200            |
|          | 54108 BOOKS / MATERIALS   | \$173,647          | \$170,000          | \$82,494         | \$176,500          | \$176,500          |
|          | 54121 POSTAGE   |                    |                    |                  |                    | \$500              |
|          | 54500 SMALL EQUIPMENT   | \$1,605            | \$5,000            | \$106            | \$5,000            | \$5,000            |
|          | <b>SUBTOTAL</b>   | <b>\$184,146</b>   | <b>\$185,500</b>   | <b>\$85,898</b>  | <b>\$202,000</b>   | <b>\$192,500</b>   |
|          | <b>55: EXPENSES: OTHER</b>  |                    |                    |                  |                    |                    |
|          | 55431 COPIER LEASE  |                    |                    |                  |                    | \$4,429            |
|          | new CLOTHING  |                    |                    |                  |                    | \$400              |
|          | <b>SUBTOTAL</b>   |                    |                    |                  |                    | <b>\$4,829</b>     |
|          | <b>EXPENSES TOTAL</b>   | <b>\$228,114</b>   | <b>\$233,200</b>   | <b>\$123,368</b> | <b>\$250,200</b>   | <b>\$242,040</b>   |
|          | <b>DEPARTMENT TOTAL</b>   | <b>\$1,034,126</b> | <b>\$1,056,200</b> | <b>\$441,075</b> | <b>\$1,086,200</b> | <b>\$1,059,593</b> |
|          | <b>NOTE: \$1,057,509 = Municipal Appropriation Requirement for State Aid to Libraries (see detail page)</b> |                    |                    |                  |                    |                    |

# LIBRARY - 6120

## FY18 BUDGET DETAIL

*(Based on 52.2 weeks)*

|          |                       |    |         |  |                                |  |  |           |                  |
|----------|-----------------------|----|---------|--|--------------------------------|--|--|-----------|------------------|
| 10612001 | 51:PERSONNEL SERVICES |    |         |  |                                |  |  |           |                  |
|          | 51001 SALARIES F/T    |    |         |  |                                |  |  |           | <b>\$659,913</b> |
|          | MASTROIANNI, DANA     |    |         |  | LIBRARY DIRECTOR               |  |  | \$101,497 |                  |
|          | N10                   | 10 | 55.5538 |  | HRLY-35                        |  |  |           |                  |
|          | RAYMOND, SANDRA       |    |         |  | ASSISTANT LIBRARY DIRECTOR     |  |  | \$78,921  |                  |
|          | L7                    | 10 | 43.1970 |  | HRLY-35                        |  |  |           |                  |
|          | MCCUEN, PAMELA        |    |         |  | CHILDREN'S LIBRARIAN           |  |  | \$67,665  |                  |
|          | L5                    | 10 | 37.0362 |  | HRLY-35                        |  |  |           |                  |
|          | MOORE, ANDREW         |    |         |  | REFERENCE LIBRARIAN            |  |  | \$48,332  |                  |
|          | L4                    | 10 | 34.2924 |  | HRLY-27                        |  |  |           |                  |
|          | WRIGHT, MARIAN        |    |         |  | BIBLIOGRAPHIC SERV LIBRARIAN   |  |  | \$62,652  |                  |
|          | L4                    | 10 | 34.2924 |  | HRLY-35                        |  |  |           |                  |
|          | DEMEO, JAN            |    |         |  | HEAD OF CIRCULATION            |  |  | \$62,652  |                  |
|          | L4                    | 10 | 34.2924 |  | HRLY-35                        |  |  |           |                  |
|          | PIER, CHRISTINE       |    |         |  | LIBRARY ADMINISTRATIVE ASST    |  |  | \$57,322  |                  |
|          | L4                    | 7  | 31.3752 |  | HRLY-35                        |  |  |           |                  |
|          | KENNEY, TYLER         |    |         |  | COMPUTER SPEC/REF LIBRARIAN    |  |  | \$35,326  |                  |
|          | L4                    | 3  | 27.0698 |  | HRLY-25                        |  |  |           |                  |
|          | SMITH, JENNIFER       |    |         |  | ASSISTANT CHILDREN'S LIBRARIAN |  |  | \$52,471  |                  |
|          | L4                    | 4  | 28.7198 |  | HRLY-35                        |  |  |           |                  |
|          | REILLY, PATRICIA      |    |         |  | LIBRARY ASSOCIATE-PERIODICALS  |  |  | \$39,544  |                  |
|          | L2                    | 5  | 26.1222 |  | HRLY-29                        |  |  |           |                  |
|          | HOGAN, SARAH          |    |         |  | LIBRARY ASSOCIATE-PERIODICALS  |  |  | \$47,721  |                  |
|          | L2                    | 6  | 26.1198 |  | HRLY-35                        |  |  |           |                  |



|          |  |   |                              |          |                     |
|----------|--|---|------------------------------|----------|---------------------|
|          | GONCALVES, FLORISVALDO                           | LIBRARY CUSTODIAN (Pd in Facilities budget) |                              |          |                     |
|          | LC   | 6 24.1434                                   | HRLY-35                      |          |                     |
|          |  |   |                              |          |                     |
|          |  |   |                              |          | \$5,810             |
|          |  |   |                              |          |                     |
| 51003    | SALARIES P/T                                     |   |                              |          | \$45,921            |
|          | EISENHAUER, CHRISTINE                            | LIBRARY ASSOCIATE-CIRCULATION               |                              | \$19,888 |                     |
|          | L1   | 10 27.2136                                  | HRLY-14                      |          |                     |
|          |  |   |                              |          |                     |
|          | GRONEWOLD, CATHERINE                             | LIBRARY ASSISTANT-CHILDREN'S                |                              | \$18,467 |                     |
|          | L1   | 10 27.2136                                  | HRLY-13                      |          |                     |
|          |  |   |                              |          |                     |
|          |  |   |                              |          | \$7,566             |
|          |  |   |                              |          |                     |
|          | new LIB WKND PROF                                |   | LIBRARY PT WKND PROFESSIONAL |          | \$41,609 (estimate) |
|          |  | Step 10 29.6821                             |                              |          |                     |
|          | new LIB PAGES                                    |   | LIBRARY PAGE                 |          | \$11,662 (estimate) |
|          |  | Step 7 10.4255                              | \$11.00 when voted?          |          |                     |
|          | new LIB CLERKS                                   |   | LIBRARY CLERK                |          | \$52,447 (estimate) |
|          |  | Step 10 17.7600                             |                              |          |                     |
|          |  |   |                              |          |                     |
|          | 51140 OVERTIME (includes custodian OT)           |   |                              |          | \$6,000             |
|          | <b>PERSONNEL SERVICES TOTAL</b>                  |   |                              |          | <b>\$817,553</b>    |
| 10612002 | 52: EXPENSES: PURCHASE OF SERVICES               |   |                              |          |                     |
|          | 52100 CONTRACTUAL SERVICES                       |   |                              | \$38,111 |                     |
|          |  |   |                              |          |                     |
|          | Minuteman  |   | \$36,911                     |          |                     |
|          | Stirling (Website host)                          |   | \$1,200                      |          |                     |
|          | 52112 TRAINING & EDUCATION                       |   |                              | \$4,000  |                     |
|          |  |   |                              |          |                     |
|          | ALA Annual Chicago June, 2017                    |   | \$2,000                      |          |                     |
|          | Other  |   | \$2,000                      |          |                     |
|          | 52113 TRAVEL                                     |   |                              |          |                     |
|          | 52114 DUES, SUBSCRIPTIONS, MEMBERSHIPS           |   |                              | \$200    |                     |
|          |  |   |                              |          |                     |
|          | MLA  |   |                              |          |                     |
|          | ALA & PLA  |   |                              |          |                     |
|          | 52116 EQUIP REPAIRS & MAINT                      |   |                              | \$2,200  |                     |
|          |  |   |                              |          |                     |
|          | Printers, some copiers, 3D printer, bar scanners |   |                              |          |                     |
|          | 52130 PRINTING                                   |   |                              | \$200    |                     |
|          | <b>SUBTOTAL</b>                                  |   |                              |          | <b>\$44,711</b>     |

|                         |  |  |           |  |           |                    |
|-------------------------|--|--|-----------|--|-----------|--------------------|
| 54:EXPENSES:SUPPLIES    |  |  |           |  |           |                    |
| 54100                   | SUPPLIES                                       |  | \$6,300   |  |           |                    |
|                         | Book processing supplies                       |  |           |  |           |                    |
| 54118                   | OFFICE SUPPLIES                                |  | \$4,200   |  |           |                    |
| 54108                   | BOOKS / MATERIALS                              |  | \$176,500 |  |           |                    |
|                         | Books, periodicals, eBooks, Audio books, Media |  |           |  |           |                    |
| 54121                   | POSTAGE  |  | \$500     |  |           |                    |
| 54500                   | SMALL EQUIPMENT                                |  | \$5,000   |  |           |                    |
|                         | Receipt printers, laminators, CD disk buffer   |  |           |  |           |                    |
| <b>SUBTOTAL</b>         |  |  |           |  | \$192,500 |                    |
| 55:EXPENSES:OTHER       |  |  |           |  |           |                    |
| 55431                   | COPIER LEASE                                   |  | \$4,429   |  |           |                    |
|                         | CIT - 12 @ \$369.07                            |  |           |  |           |                    |
| new                     | CLOTHING                                       |  | \$400     |  |           |                    |
| <b>SUBTOTAL</b>         |  |  |           |  | \$4,829   |                    |
| <b>EXPENSES TOTAL</b>   |  |  |           |  |           | \$242,040          |
| <b>DEPARTMENT TOTAL</b> |  |  |           |  |           | <b>\$1,059,593</b> |

M.G.L., c.78, s.19A), states that a municipality must appropriate a figure of at least the average of the last 3 years' municipal appropriations to the library for operations, increased by 2.5%, in order to be certified for State Aid to Public Libraries.

This calculated figure is known as the Municipal Appropriation Requirement (MAR).

A municipality *must* meet the MAR or *apply for and receive a waiver of the MAR* in order to be eligible to be certified for State Aid to Public Libraries by the Board of Library Commissioners. Capital appropriations cannot be used to meet the MAR.

**How to Calculate the MAR**

The MAR is calculated using the prior 3 years' municipal appropriations for operating expenses, or the MAR figure, whichever is higher. The average of the 3 years' figures is increased by 2.5% to determine the MAR figure for the current fiscal year.

$$[(FYaa + FYbb + FYcc) / 3] \times 1.025 = MAR \text{ for } FYdd$$

$$\$ 995,950 + \$1,042,996 + \$1,056,200 / 3 \times 1.025 = \$1,057,509 \text{ (MAR for FY18)}$$

## RECREATION - 6520

|                         |                                 | FY16             | FY17             | FY17 YTD        | FY18             | FY18 TA          |
|-------------------------|---------------------------------|------------------|------------------|-----------------|------------------|------------------|
|                         |                                 | ACTUAL           | BUDGET           | 11/30/2016      | DEPT REQUESTED   | RECOMMENDED      |
| 10652001                | 51:PERSONNEL SERVICES           |                  |                  |                 |                  |                  |
|                         | 51001 SALARIES                  | \$163,041        | \$172,000        | \$66,737        | \$175,000        | \$148,073        |
|                         | 51003 P/T SALARIES              |                  |                  |                 |                  | \$24,062         |
|                         | 51140 OVERTIME                  | \$143            | \$0              | \$0             | \$0              | \$0              |
|                         | <b>PERSONNEL SERVICES TOTAL</b> | \$163,184        | \$172,000        | \$66,737        | \$175,000        | \$172,135        |
| <b>DEPARTMENT TOTAL</b> |                                 | <b>\$163,184</b> | <b>\$172,000</b> | <b>\$66,737</b> | <b>\$175,000</b> | <b>\$172,135</b> |

## RECREATION - 6520 FY18 BUDGET DETAIL

*(Based on 52.2 weeks)*

|          |                                 |   |         |                        |  |          |                  |
|----------|---------------------------------|---|---------|------------------------|--|----------|------------------|
| 10652001 | 51: PERSONNEL SERVICES          |   |         |                        |  | SALARY   |                  |
|          | 51001 SALARIES                  |   |         |                        |  |          | \$148,073        |
|          | BRODIE, JESSICA                 |   |         | RECREATION DIRECTOR    |  | \$81,735 |                  |
|          | N8 - STEP                       | 9 | 44.7371 | HRLY                   |  |          |                  |
|          | BRENNA, KATHERINE               |   |         | RECREATION PROGRAM ADM |  | \$66,338 |                  |
|          | G6 - STEP                       | 6 | 36.3100 | HRLY                   |  |          |                  |
|          | 51003 P/T SALARIES              |   |         |                        |  |          | \$24,062         |
|          | BALDWIN, CHRISTINE              |   |         | RECREATION ASSISTANT   |  | \$24,062 |                  |
|          | N1                              | 7 | 24.2609 | HRLY x 19 hrs/wk       |  |          |                  |
|          | 51140 OVERTIME                  |   |         |                        |  | \$0      | \$0              |
|          | <b>PERSONNEL SERVICES TOTAL</b> |   |         |                        |  |          | <b>\$172,135</b> |
|          | <b>DEPARTMENT TOTAL</b>         |   |         |                        |  |          | <b>\$172,135</b> |

|                                  |                        |   |         |                                     |  |  |          |
|----------------------------------|------------------------|---|---------|-------------------------------------|--|--|----------|
| <b>FUNDED BY REVOLVING FUND:</b> |                        |   |         |                                     |  |  |          |
| 51001                            | MCCARTHY, PAUL         |   |         | REC PROJECT COORDINATOR             |  |  | \$49,133 |
|                                  | G4 - STEP              | 3 | 26.8929 | HRLY                                |  |  |          |
|                                  | 51003 P/T SALARIES     |   |         |                                     |  |  |          |
|                                  | LANGDON-PLACE, CAROLYN |   |         | SR. COUNSELOR (Seasonal)            |  |  |          |
|                                  | SAS                    |   | 11.6500 | HRLY                                |  |  |          |
|                                  | HARNOIS, KATELYN       |   |         | ASSISTANT BEACH DIRECTOR (Seasonal) |  |  |          |
|                                  | BE10                   |   | 15.3800 | HRLY                                |  |  |          |

## DEBT EXPENSES - 7110

|                         |                                  | FY16               | FY17               | FY17 YTD           | FY18               | FY18 TA            |
|-------------------------|----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                         |                                  | ACTUAL             | BUDGET             | 11/30/2016         | DEPT REQUESTED     | RECOMMENDED        |
| 10711002                | 59:DEBT SERVICE                  |                    |                    |                    |                    |                    |
|                         | 59100 LONG TERM DEBT - PRINCIPAL | \$5,198,400        | \$5,106,759        | 547000             | \$5,186,400        | \$5,186,400        |
|                         | 59150 LONG TERM DEBT - INTEREST  | \$2,454,126        | \$2,400,492        | \$1,182,161        | \$2,358,303        | \$2,358,303        |
|                         | 59160 INTEREST ON TEMP LOANS     | \$583              | \$0                | \$0                | \$0                | \$0                |
|                         | <b>DEBT SERVICES TOTAL</b>       | <b>\$7,653,109</b> | <b>\$7,507,251</b> | <b>\$1,729,161</b> | <b>\$7,544,703</b> | <b>\$7,544,703</b> |
| <b>DEPARTMENT TOTAL</b> |                                  | <b>\$7,653,109</b> | <b>\$7,507,251</b> | <b>\$1,729,161</b> | <b>\$7,544,703</b> | <b>\$7,544,703</b> |
|                         |                                  |                    |                    |                    |                    |                    |
|                         |                                  |                    |                    |                    |                    |                    |
|                         |                                  |                    |                    |                    |                    |                    |
|                         |                                  |                    |                    |                    |                    |                    |
|                         |                                  |                    |                    |                    |                    |                    |
|                         |                                  |                    |                    |                    |                    |                    |
|                         |                                  |                    |                    |                    |                    |                    |

## DEBT EXPENSES - 7110

### FY18 BUDGET DETAIL

*(Based on 52.2 weeks)*

|   |                            |   |  |  |             |                    |                    |  |
|---|----------------------------|---|--|--|-------------|--------------------|--------------------|--|
|   |                            |   |  |  |             |                    |                    |  |
| 10711002  | 59:DEBT SERVICE            |   |  |  |             |                    |                    |  |
|   | 59100                      | LONG TERM DEBT - PRINCIPAL                      |  |  | \$5,186,400 |                    |                    |  |
|   | 59150                      | LONG TERM DEBT - INTEREST                       |  |  | \$2,358,303 |                    |                    |  |
|   | 59160                      | INTEREST ON TEMPORARY LOANS                     |  |  | \$0         |                    |                    |  |
|   | <b>DEBT SERVICES TOTAL</b> |   |  |  |             | <b>\$7,544,703</b> |                    |  |
| <b>DEPARTMENT TOTAL</b>   |                            |   |  |  |             |                    | <b>\$7,544,703</b> |  |
| <p>Calculated by Financial Advisory; includes prior and 2018 Projected Debt Service as follows:</p> |                            |   |  |  |             |                    |                    |  |
|   | \$950,000                  | Fire Truck                                      |  |  |             |                    |                    |  |
|   | \$775,000                  | Roads   |  |  |             |                    |                    |  |
|   | \$90,000                   | Equipment Small                                 |  |  |             |                    |                    |  |
|   | \$225,000                  | Equipment Heavy                                 |  |  |             |                    |                    |  |
|   | \$220,000                  | Loader  |  |  |             |                    |                    |  |
|   | \$90,000                   | Playground                                      |  |  |             |                    |                    |  |
|   | \$75,000                   | windows/doors * <i>(increased to \$185,000)</i> |  |  |             |                    |                    |  |
|   | \$160,000                  | sprinklers                                      |  |  |             |                    |                    |  |
|   | \$335,000                  | five paths                                      |  |  |             |                    |                    |  |
|   | \$300,000                  | EP, S and 30                                    |  |  |             |                    |                    |  |
| <b>NOTE: Estimated increase to overall debt service for windows/doors is in progress.</b>           |                            |   |  |  |             |                    |                    |  |

## RETIREMENT ASSESSMENT - 9110

|                         |                                 | FY16               | FY17               | FY17 YTD           | FY18               | FY18 TA            |
|-------------------------|---------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                         |                                 | ACTUAL             | BUDGET             | 11/30/2016         | DEPT REQUESTED     | RECOMMENDED        |
| 10911002                | 51:PERSONNEL SERVICES           |                    |                    |                    |                    |                    |
|                         | 51965 RETIREMENT ASSESSMENT     | \$3,971,988        | \$4,235,414        | \$4,245,048        | \$4,362,369        | \$4,362,369        |
|                         | <b>PERSONNEL SERVICES TOTAL</b> | <b>\$3,971,988</b> | <b>\$4,235,414</b> | <b>\$4,245,048</b> | <b>\$4,362,369</b> | <b>\$4,362,369</b> |
| <b>DEPARTMENT TOTAL</b> |                                 | <b>\$3,971,988</b> | <b>\$4,235,414</b> | <b>\$4,245,048</b> | <b>\$4,362,369</b> | <b>\$4,362,369</b> |
|                         |                                 |                    |                    |                    |                    |                    |
|                         |                                 |                    |                    |                    |                    |                    |
|                         |                                 |                    |                    |                    |                    |                    |
|                         |                                 |                    |                    |                    |                    |                    |
|                         |                                 |                    |                    |                    |                    |                    |

# RETIREMENT ASSESSMENT - 9110

## FY18 BUDGET DETAIL

*(Based on 52.2 weeks)*

|          |                       |                                 |  |  |  |  |             |                    |                    |
|----------|-----------------------|---------------------------------|--|--|--|--|-------------|--------------------|--------------------|
|          |                       |                                 |  |  |  |  |             |                    |                    |
| 10911002 | 51:PERSONNEL SERVICES |                                 |  |  |  |  |             |                    |                    |
|          | 51965                 | RETIREMENT ASSESSMENT           |  |  |  |  | \$4,362,369 |                    |                    |
|          |                       | Projected by Segal Consulting   |  |  |  |  |             |                    |                    |
|          |                       | <b>PERSONNEL SERVICES TOTAL</b> |  |  |  |  |             | <b>\$4,362,369</b> |                    |
|          |                       | <b>DEPARTMENT TOTAL</b>         |  |  |  |  |             |                    | <b>\$4,362,369</b> |
|          |                       |                                 |  |  |  |  |             |                    |                    |
|          |                       |                                 |  |  |  |  |             |                    |                    |



**UNCLASSIFIED - 9450**

|          |   | FY16<br>ACTUAL     | FY17<br>BUDGET     | FY17 YTD<br>11/30/2016 | FY18<br>DEPT PROPOSED | FY18 TOWN ADMINISTRATOR<br>RECOMMENDED |
|----------|---|--------------------|--------------------|------------------------|-----------------------|--|
| 10945002 | <b>51: PERSONNEL SERVICES</b>   |                    |                    |                        |                       |  |
|          | 51901 INSURANCE GENERAL   | \$576,157          | \$615,000          | \$688,580              | \$615,000 (1)         | \$615,000                              |
|          | 51903 INSURANCE 32B   | \$6,587,478        | \$7,165,000        | \$3,447,518            | \$7,165,000 (2)       | \$7,165,000                            |
|          | 51907 MEDICARE  | \$595,337          | \$580,000          | \$213,818              | \$590,000             | \$590,000                              |
|          | 51908 UNEMPLOYMENT  | \$61,327           | \$50,000           | \$13,034               | \$50,000              | \$50,000                               |
|          | 51909 NONCONTRIB RETIREMENT   | \$225              | \$0                | \$0                    | \$0                   | \$0                                    |
|          | 51910 POLICE/FIRE DISABILITY  | \$10,173           | \$15,000           | \$504                  | \$15,000              | \$15,000                               |
|          | 51912 SALARY RESERVE  | \$374,000          | \$50,000           | \$0                    | \$925,000             | \$925,000                              |
|          | 51916 OCCUPATIONAL HEALTH   | \$6,046            | \$8,000            | \$2,950                | \$8,000               | \$8,000                                |
|          | 51920 RETIREMENT BUYBACK  | \$23,740           | \$40,000           | \$22,500               | \$40,000              | \$37,500                               |
|          | <b>PERSONNEL SERVICES TOTAL</b>   | <b>\$8,234,483</b> | <b>\$8,523,000</b> | <b>\$4,388,904</b>     | <b>\$9,408,000</b>    | <b>\$9,405,500</b>                     |
|          | <b>52: EXPENSES: PURCHASE OF SERVICES</b>   |                    |                    |                        |                       |  |
|          | 52138 TOWN MEETING  | \$105,853          | \$100,000          | \$11,743               | \$100,000             |  |
|          | 52100 CONTRACTUAL SERVICES  |                    |                    |                        |                       | \$79,000                               |
|          | Electronic Voting   |                    |                    |                        |                       | \$60,000                               |
|          | Audio Visual  |                    |                    |                        |                       | \$19,000                               |
|          | 52118 EQUIPMENT RENTAL  |                    |                    |                        |                       | \$3,500                                |
|          | 52130 PRINTING  |                    |                    |                        |                       | \$14,000                               |
|          | 54100 SUPPLIES  |                    |                    |                        |                       | \$0                                    |
|          | 54121 POSTAGE   |                    |                    |                        |                       | \$3,000                                |
|          | 55602 ADVERTISING LEGAL   |                    |                    |                        |                       | \$500                                  |
|          | <b>SUBTOTAL</b>   |                    |                    |                        |                       | <b>\$100,000</b>                       |
|          | <b>53: EXPENSES: UTILITIES</b>  |                    |                    |                        |                       |  |
|          | 53109 STREET LIGHTS   | \$121,422          | \$130,000          | \$45,976               | \$130,000             | \$120,000                              |
|          | <b>SUBTOTAL</b>   |                    |                    |                        |                       | <b>\$120,000</b>                       |
|          | <b>54: EXPENSES: SUPPLIES</b>   |                    |                    |                        |                       |  |
|          | 54598 RESERVE FUND  | \$300,000          | \$275,000          | \$0                    | \$275,000             | \$175,000                              |
|          | <b>SUBTOTAL</b>   | <b>\$300,000</b>   | <b>\$275,000</b>   | <b>\$0</b>             | <b>\$275,000</b>      | <b>\$175,000</b>                       |
|          | <b>EXPENSES TOTAL</b>   | <b>\$527,275</b>   | <b>\$505,000</b>   | <b>\$57,719</b>        | <b>\$505,000</b>      | <b>\$395,000</b>                       |
|          | <b>DEPARTMENT TOTAL</b>   | <b>\$8,761,759</b> | <b>\$9,028,000</b> | <b>\$4,446,623</b>     | <b>\$9,913,000</b>    | <b>\$9,800,500</b>                     |
| (1)      | Reimbursements anticipated for FY17; Property, Flood, Casualty, Liability Insurance, Worker's Compensation  |                    |                    |                        |                       |  |
| (2)      | Total is payroll-based. Final numbers available in February; Health, Life, Dental, Insurance Waiver program |                    |                    |                        |                       |  |

**UNCLASSIFIED - 9450**

**FY18 BUDGET DETAIL**

|          |   |  |          |  |  |             |                    |
|----------|---|--|----------|--|--|-------------|--------------------|
| 10945002 | 51: PERSONNEL SERVICES  |  |          |  |  | \$9,405,500 |                    |
| 51901    | INSURANCE GENERAL   |  |          |  |  | \$615,000   |                    |
|          | Property, Flood, Casualty, Liability, Worker's Compensation       |  |          |  |  |             |                    |
|          | Reimbursements anticipated for FY17                               |  |          |  |  |             |                    |
| 51903    | INSURANCE 32B   |  |          |  |  | \$7,165,000 |                    |
|          | Health, Life, Dental, Insurance Waiver program                    |  |          |  |  |             |                    |
|          | Calculated on Total Payroll. Final numbers available in February. |  |          |  |  |             |                    |
| 51907    | MEDICARE  |  |          |  |  | \$590,000   |                    |
|          | 1.45% of previous year's Total Payroll                            |  |          |  |  |             |                    |
| 51908    | UNEMPLOYMENT  |  |          |  |  | \$50,000    |                    |
|          | Based on actual claims  |  |          |  |  |             |                    |
| 51909    | NONCONTRIB RETIREMENT   |  |          |  |  | \$0         |                    |
| 51910    | POLICE/FIRE DISABILITY  |  |          |  |  | \$15,000    |                    |
|          | Based on actual claims  |  |          |  |  |             |                    |
| 51912    | SALARY RESERVE  |  |          |  |  | \$925,000   |                    |
| 51916    | OCCUPATIONAL HEALTH   |  |          |  |  | \$8,000     |                    |
|          | Pre-empl Physicals, Drug & Alcohol tests                          |  |          |  |  |             |                    |
| 51920    | RETIREMENT BUYBACK  |  |          |  |  | \$37,500    |                    |
|          | \$7,500 max per retiree (5 estimated)                             |  |          |  |  |             |                    |
|          | <b>PERSONNEL SERVICES TOTAL</b>                                   |  |          |  |  |             | <b>\$9,405,500</b> |
|          | <b>52: EXPENSES: PURCHASE OF SERVICES</b>                         |  |          |  |  |             | <b>\$100,000</b>   |
| 52138    | TOWN MEETING  |  |          |  |  |             |                    |
|          | Town meeting expenses broken out to following line items:         |  |          |  |  |             |                    |
| 52101    | Professional Services   |  |          |  |  | \$79,000    |                    |
|          | Electronic Voting   |  | \$60,000 |  |  |             |                    |
|          | Audio/Visual  |  | \$19,000 |  |  |             |                    |
| 52118    | Equipment Rental  |  |          |  |  | \$3,500     |                    |
| 52130    | Printing  |  |          |  |  | \$14,000    |                    |
| 54100    | Supplies  |  |          |  |  | \$0         |                    |
| 54121    | Postage   |  |          |  |  | \$3,000     |                    |
| 55602    | Legal Ads   |  |          |  |  | \$500       |                    |
|          | <b>53: EXPENSES: UTILITIES</b>                                    |  |          |  |  |             | <b>\$120,000</b>   |
| 53109    | STREET LIGHTS   |  |          |  |  | \$120,000   |                    |
|          | <b>54: EXPENSES: SUPPLIES</b>                                     |  |          |  |  |             | <b>\$175,000</b>   |
| 54598    | RESERVE FUND  |  |          |  |  | \$175,000   |                    |
|          | <b>EXPENSES TOTAL</b>   |  |          |  |  |             | <b>\$395,000</b>   |
|          | <b>DEPARTMENT TOTAL</b>   |  |          |  |  |             | <b>\$9,800,500</b> |