

**OFFICE OF THE TOWN
MANAGER**



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Town of Shrewsbury
MASSACHUSETTS 01545-5398

**To: Board of Selectmen
Finance Committee**

From: Daniel J. Morgado

Date: January 27, 2017

Re: Fiscal Year 2018 Budget

Pursuant to Section 16 of the Town Manager's Act, attached is my recommended budget for Fiscal Year 2018 together with accompanying backup materials and analysis.

The recommendations contained herein are based on current information which will evolve over the next few months as we work our way towards the Annual Town Meeting that will begin on May 15, 2017.

In keeping with the Board's direction, the enclosed spending plan is balanced based upon my understanding of the current state of revenue and charges. There are several revenue and charge amounts listed herein that are still developing and estimates will mature during the months of February, March and April. I have included Governor Baker's local aid proposal made this past week and I will issue an update when the House Ways and Means Committee issues its report.

In April, I will have local receipts through the third quarter which allows for an opportunity to adjust the Fiscal Year 2018 Schedule A and the July 1, 2017 Free Cash estimates.

In keeping with my standing practice, I will adjust all energy, chemical, contractual services and Operating Support accounts during the months of March and April as information develops. Several of these accounts are subject to change as contracts are renewed, bid awards are made, expiring contracts renegotiated and/or scopes modified. The Health Insurance budget is of concern based upon early indications of what the July 1 renewal may be. I projected a 12% increase as a precautionary measure hoping the increase will be far less.

The approach I took in developing this spending proposal was to hold fast municipal departments and capital spending to the greatest extent advisable to free up revenue for the educational program. There are changes in staffing of some municipal departments which I will outline during the budget hearings.

My current recommended operational budget is as follows:

	Page #	Fiscal Year 2017 Budget (May ATM)	Fiscal Year 2017 Budget (Current Revised)	Fiscal Year 2018 Request	Fiscal Year 2018 Recommendation	Difference FY 2017 to FY 2018 (May ATM)	Difference FY 2017 to FY 2018 (Current Revised)
PERSONNEL BOARD	1	\$253,600	\$163,358	\$8,600	\$8,600	(\$245,000)	(\$154,758)
SELECTMEN	3	\$20,770	\$20,770	\$20,950	\$20,950	\$180	\$180
TOWN MANAGER	7	\$356,056	\$374,914	\$398,871	\$398,871	\$42,815	\$23,957
FINANCE COMMITTEE	13	\$281,460	\$266,460	\$281,460	\$281,460	\$0	\$15,000
ACCOUNTANT	15	\$225,519	\$229,318	\$229,166	\$229,166	\$3,647	(\$152)
ASSESSORS	21	\$306,183	\$331,444	\$341,695	\$349,555	\$43,372	\$18,111
TREASURER-COLLECTOR	29	\$391,652	\$405,810	\$405,848	\$414,786	\$23,134	\$8,976
TOWN COUNSEL	37	\$100,200	\$100,200	\$124,200	\$124,200	\$24,000	\$24,000
MIS	-	\$0	\$0	\$0	\$0	\$0	\$0
TOWN CLERK	39	\$137,346	\$141,620	\$156,496	\$156,496	\$19,150	\$14,876
ELECTION AND REGISTRATION	45	\$141,516	\$146,538	\$105,620	\$105,620	(\$35,896)	(\$40,918)
CONSERVATION COMMISSION	49	\$1,900	\$33,838	\$33,258	\$1,900	\$0	(\$31,938)
PLANNING & ECONOMIC DEVL P	51	\$53,840	\$53,840	\$62,440	\$62,440	\$8,600	\$8,600
PLANNING BOARD	55	\$2,000	\$2,000	\$2,000	\$2,000	\$0	\$0
BOARD OF APPEALS	59	\$3,900	\$3,900	\$3,900	\$3,900	\$0	\$0
PUBLIC BUILDINGS	61	\$3,837,211	\$4,292,850	\$3,877,218	\$3,854,218	\$17,007	(\$438,632)
POLICE DEPARTMENT	89	\$4,634,874	\$4,665,199	\$4,837,936	\$4,915,436	\$280,562	\$250,237
FIRE DEPARTMENT	99	\$3,345,370	\$3,348,428	\$4,053,249	\$3,441,116	\$95,746	\$92,688
BUILDING INSPECTOR	111	\$286,598	\$310,269	\$337,684	\$317,616	\$31,018	\$7,347
WEIGHTS & MEASURES	117	\$5,600	\$5,600	\$6,800	\$6,800	\$1,200	\$1,200
EMERGENCY MANAGEMENT	119	\$2,580	\$2,580	\$2,580	\$2,580	\$0	\$0
FORESTRY	121	\$78,250	\$78,250	\$83,275	\$78,275	\$25	\$25
PENSIONS	125	\$5,125,289	\$5,125,289	\$5,549,124	\$5,549,124	\$423,835	\$423,835
TOWN ENGINEER	129	\$497,660	\$529,493	\$621,282	\$527,669	\$30,009	(\$1,824)
HIGHWAYS	135	\$2,149,776	\$2,640,378	\$2,355,026	\$2,180,357	\$30,581	(\$460,021)
STREET LIGHTING	149	\$180,035	\$180,035	\$165,730	\$165,730	(\$14,305)	(\$14,305)
SEWER	153	\$5,400,162	\$5,402,888	\$5,331,968	\$5,390,643	(\$9,519)	(\$12,245)
WATER	450	\$1,992,134	\$2,050,943	\$2,040,577	\$2,003,901	\$11,767	(\$47,042)
CEMETERIES	175	\$98,271	\$99,416	\$100,424	\$100,424	\$2,153	\$1,008
HEALTH	179	\$205,958	\$206,858	\$213,162	\$213,162	\$7,204	\$6,304
COUNCIL ON AGING	185	\$233,970	\$238,356	\$276,371	\$263,587	\$29,617	\$25,231
VETERAN'S SERVICES	191	\$232,405	\$232,405	\$239,405	\$241,400	\$8,995	\$8,995
COMMISSION ON DISABILITIES	193	\$500	\$500	\$500	\$500	\$0	\$0
LIBRARY	195	\$1,179,186	\$1,233,102	\$1,325,844	\$1,286,725	\$107,539	\$53,623
PARKS AND RECREATION	213	\$421,014	\$423,132	\$448,491	\$451,427	\$30,413	\$28,295
SCHOOLS	-	\$60,407,383	\$60,407,383	\$64,083,917	\$61,600,000	\$1,192,617	\$1,192,617
INTEREST AND DEBT	223	\$8,978,680	\$9,134,474	\$9,292,153	\$9,432,153	\$453,473	\$297,679
						\$0	\$0
Employee Assistance Program	229	\$4,000	\$4,000	\$4,000	\$4,000	\$0	\$0
Group Health and Life Insurance	229	\$9,500,000	\$9,500,000	\$10,775,000	\$10,775,000	\$1,275,000	\$1,275,000
Medicare	229	\$960,000	\$960,000	\$1,050,000	\$1,050,000	\$90,000	\$90,000
Unemployment Compensation	229	\$125,000	\$125,000	\$125,000	\$125,000	\$0	\$0
Radio Maintenance	229	\$10,421	\$10,421	\$10,421	\$10,421	\$0	\$0
Ambulance Services	229	\$0	\$0	\$0	\$0	\$0	\$0
Gasoline and Oil	229	\$350,000	\$350,000	\$350,000	\$350,000	\$0	\$0
Printing/Postage/Stationary	229	\$140,000	\$140,000	\$152,000	\$152,000	\$12,000	\$12,000
Memorial Day	229	\$5,500	\$5,500	\$5,500	\$5,500	\$0	\$0
General Insurance	229	\$950,000	\$950,000	\$990,000	\$990,000	\$40,000	\$40,000
Bills of Prior Year	229	\$0	\$0	\$0	\$0	\$0	\$0
MIS Support	229	\$713,554	\$815,554	\$747,430	\$747,430	\$33,876	(\$68,124)
Telephone System	229	\$43,145	\$43,145	\$43,145	\$43,145	\$0	\$0
UNCLASSIFIED		\$12,801,620	\$12,903,620	\$14,252,496	\$14,252,496	\$1,450,876	\$1,348,876
		\$114,370,468	\$115,785,458	\$121,669,716	\$118,435,283	\$4,064,815	\$2,649,825

General Government	\$20,538,675	\$21,736,336	\$22,038,832	\$21,126,317	\$587,642	(\$610,019)
Water & Sewer	\$7,392,296	\$7,453,831	\$7,372,545	\$7,394,544	\$2,248	(\$59,287)
Education	\$60,407,383	\$60,407,383	\$64,083,917	\$61,600,000	\$1,192,617	\$1,192,617
Fixed Costs	\$26,032,114	\$26,187,908	\$28,174,422	\$28,314,422	\$2,282,308	\$2,126,514
	\$114,370,468	\$115,785,458	\$121,669,716	\$118,435,283	\$4,064,815	\$2,649,825

Note: School Department request is the budget recommendation filed on January 25, 2017, with the School Committee.

I am unable, at this time, to provide to the School Department funding sufficient to meet their level service budget that would sustain the current program. To meet there requirements, I will need to identify additional revenue, reductions or a combination. This will be a clear priority over the next few months as the final spending plan is developed.

I am recommending the following warrant and capital budget recommendations:

ATM/STM RESERVE	\$442,972
MEDICAL EXPENSES POLICE AND FIRE	\$5,000
FY 2017 DEFICITS	\$250,000
OPERATING BUDGET	\$118,435,283
SOLID WASTE ENTERPRISE	\$1,811,917
SALE OF LOTS	\$18,000
CAPITAL BUDGET	
P Replacement of marked cruiser	\$38,000
P Replacement of marked cruiser	\$38,000
P Replacement of marked cruiser	\$38,000
P Replacement of unmarked cruiser	\$32,000
P/F Replace/Upgrade Radio Repeaters	\$30,000
F Truck Lift for HQ	\$44,000
F Paint/Engine Refurb Rescue-1	\$65,000
H Dump Truck/Sander 6whl.Tr#13 (#7 to Backup)	\$150,000
PB Replace Van #39	\$23,000
PB High School repair brick window sills	\$55,000
PKS Replace Truck #85 3/4 ton	\$30,478
PKS Resurface Dean Park Tennis courts	\$30,000
PB Spring Street School - Repave parking/etc.	\$261,000
PB High School-paint interior walls/trim	\$54,000
PKS Facilities Master Plan	\$36,145
C Cemetery Paving	\$25,000
W Replace Pickup w/Utility & Plow Setup (#61)	\$57,000
W Replace Pickup w/Utility & Plow Setup (#67)	\$57,000
STORM DRAIN CONSTRUCTION	\$250,000
NPDES STORMWATER COMPLIANCE	\$50,000
TRANSFER TO OPEB TRUST - WATER	\$67,549
WATER MAIN CLEANING	\$300,000
WATER MAIN REPLACEMENT	\$525,000
WMA PERMIT COMPLIANCE/MITIGATION ACTIVITES	\$50,000

WATER SYSTEM IMPROVEMENTS	\$380,993
POOR FARM BROOK MITIGATION FUND	\$5,000
TRANSFER TO OPEB TRUST - SEWER	\$18,294
SEWER I & I PROGRAM	\$360,000
SEWER PUMP STATION EVALUATION	\$300,000
TELEMETERY UPGRADE SEWER PUMP STATIONS	\$300,000
SEWER DESIGN - HARTFORD TURNPIKE	\$325,000
SEWER PUMP STATION IMPROVEMENTS	\$1,100,000
COUNSELING AND EDUCATIONAL SERVICES	\$75,000

Enclosed herein is the entire capital schedule submitted by all departments for the period of Fiscal Years 2018 to 2022 (Figure Ten) that I ask you to review carefully as there are a number of projects requested in Fiscal Year 2018 that I am not recommending for funding (see Figure Ten-A).

I will provide updates as soon as information is made known to me and I am available to meet at your convenience.

**FISCAL YEAR 2018
BACKUP MATERIALS**

FIGURE	TITLE	PURPOSE
One	Fiscal Projection One	Shows actual and projected revenue and charges for Fiscal Year 2017 and 2018. I have included the projection notes that I use in making my estimates for your review and comment.
Two	Projections of New Growth	Shows historical and projected new growth together with a historical summary of selected building permit activity.
Three	Schedule A Receipts	Historical summary of actual receipts for the Fiscal Years 2010 to 2016, the current year's estimate and the projected local receipts for Fiscal Year 2018.
Four	State Aid & Charges	Historical summary of State Aid & Charges for the Fiscal Years 2010 to 2017, and projected forward for Fiscal Year 2018 at levels proposed by Governor Baker.
Five	Tax Rate Recapitulations	Historical summary of Tax Recapitulations for the Fiscal Years 2010 to 2017.
Six	Debt Service Projection	Debt service projection for all issued permanent debt.
Seven	Debt Service Schedule	This is the entire debt service schedule for the Town shown with offsetting revenues.
Eight	Free Cash Estimate	Estimated Free Cash balance as of July 1, 2017.
Nine	Trial Recapitulation	Trial recapitulation to determine surplus or deficit based on the current revenue and charge estimate.
Ten	Capital Budget Summary	Summary of capital requests of all departments for the period of Fiscal Year 2018 to Fiscal Year 2022.
Ten-A	Capital Budget Recommendations	Summary the recommend Capital Budget for Fiscal Year 2018.

FIGURE	TITLE	PURPOSE
Eleven	Health Insurance Enrollment Trends	Summary of enrollment trends Fiscal Year 2004 to Fiscal Year 2017.
Twelve	Surplus Revenue Account	Summary of the various surplus revenue accounts Fiscal Year 1995 to Fiscal Year 2016.
Thirteen	Comparison of Average Single Family Tax Bills	Comparison of single family tax bills for selected communities Fiscal Year 2008 to Fiscal Year 2017.
Fourteen	Solid Waste Enterprise	Solid Waste Enterprise budget for FY 2018.
Fifteen	Sewer Surplus Account	Projection of the Sewer Surplus balance for July 1, 2017.
Sixteen	Summary of Water Revenue	Summary of Water Revenue for FY 2011 to FY 2017 and a projection for FY 2018.
Seventeen	Comparison of Authorized FTE Positions	Under development and to be provided under separate cover.
Eighteen	Out Year Projection	Under development and to be provided under separate cover.
Nineteen	Revolving and Special Revenue Accounts	Under development and to be provided under separate cover.
Twenty	Net School Spending	Under development and to be provided under separate cover.
Attachment	Fiscal Policies – FY 2018	The Fiscal Policies of the Board of Selectmen adopted December 13, 2016.

**FIGURE ONE
FISCAL PROJECTION ONE
FISCAL YEAR 2018**

Ref No.	REVENUE	FY 2017 ACTUAL	FY 2018 PROJECTED	DIFFERENCE
1	TAXATION	\$69,716,101	\$67,415,778	\$3,392,450
2	NEW GROWTH		\$750,000	
3	EXEMPTED TAX LEVY		\$4,942,773	
4	STATE AID	\$22,626,511	\$22,975,561	\$349,050
5	SBAB PAYMENT	\$3,350,373	\$2,764,695	(\$585,678)
6	OVERESTIMATES	\$0	\$0	\$0
7	SCHEDULE A RECEIPTS	\$13,716,000	\$14,385,000	\$669,000
8	SOLID WASTE ENTERPRISE	\$870,500	\$878,500	\$8,000
9	RETAINED EARNINGS - SOLID WASTE	\$45,000	\$45,000	\$0
10	FREE CASH	\$3,347,697	\$3,300,000	(\$47,697)
	OTHER AVAILABLE FUNDS			
11	SALE OF CEMETERY LOTS	\$18,000	\$18,000	\$0
12	SEWER SURPLUS	\$7,140,352	\$8,071,748	\$931,396
13	SEWER I & I ACCOUNT	\$427,000	\$360,000	(\$67,000)
14	LIGHT REVENUE	\$578,475	\$564,225	(\$14,250)
15	CATV REVENUE	\$0	\$0	\$0
16	OTHER FUNDS (CHAPTER 90)	\$992,495	\$0	(\$992,495)
17	ACCOUNT TRANSFER	\$242,974	\$82,486	(\$160,488)
18	STABILIZATION	\$0	\$0	\$0
19	TITLE V LOAN REPAYMENTS	\$15,100	\$15,100	\$0
20	WATER SYSTEM IMPROVEMENTS	\$427,166	\$315,000	(\$112,166)
21	WATER CONVERSATION FUND	\$150,000	\$50,000	(\$100,000)
22	CEMETERY TRUST/STAB FUNDS	\$0	\$25,000	\$25,000
23	SALE OF PROPERTY	\$0	\$0	\$0
24	HIGHWAY IMPROVEMENTS	\$0	\$0	\$0
25	BOND INTEREST RESERVE	\$8,900	\$17,000	\$8,100
26	FREE CASH (REDUCE LEVY)	\$500,000	\$500,000	\$0
27	MUNICIPAL LIGHT (REDUCE LEVY)	\$237,569	\$237,569	\$0
28	CATV REVENUE (REDUCE LEVY)	\$800,000	\$800,000	\$0
	TOTAL REVENUE	\$125,210,213	\$128,513,435	\$3,303,222
	CHARGES			
29	TAX TITLE	\$0	\$0	\$0
30	COURT JUDGEMENTS	\$0	\$0	\$0
31	OVERLAY DEFICITS	\$1,396	\$0	(\$1,396)
32	CHERRY SHEET OFFSETS	\$42,014	\$176,298	\$134,284
33	OTHER (CMRPC & OTHER)	\$11,679	\$9,706	(\$1,973)
34	STATE AND COUNTY CHARGES	\$1,252,732	\$1,233,800	(\$18,932)
35	OVERLAY	\$736,103	\$600,000	(\$136,103)
	TOTAL CHARGES	\$2,043,924	\$2,019,804	(\$24,120)
	TOTAL AVAILABLE FOR TOWN MEETING APPROPRIATION	\$123,166,289	\$126,493,631	\$3,327,342
36	ESTIMATED TAX RATE	\$12.83	\$13.31	

**PROJECTION NOTES
FY 2018**

No.	Item	Computation	Notes	Information Source/Comment
1	Levy Limit	\$65,771,491 Fy 17 levy limit \$1,644,287 21/2% increase \$67,415,778.28 \$67,415,778 Fy 17 levy limit (SAY)		DOR Advisory
2	New Growth	\$750,000 Estimate Fy 18 \$953,185 Fy 17 New Growth \$1,049,488 Fy 16 New Growth (Amended New Growth \$89,876) \$687,615 Fy 15 New Growth \$756,077 Fy 14 New Growth \$605,739 Fy 13 New Growth \$603,407 Fy 12 New Growth \$515,637 Fy 11 New Growth \$414,006 Fy 10 New Growth \$525,143 Fy 09 New Growth \$561,235 Fy 08 New Growth		Estimate as of 1/24/2017 Form filed by BOA with Fy 17 Tax Recap Sheet Form filed by BOA with Fy 16 Tax Recap Sheet Form filed by BOA with Fy 15 Tax Recap Sheet Form filed by BOA with Fy 14 Tax Recap Sheet Form filed by BOA with Fy 13 Tax Recap Sheet Form filed by BOA with Fy 12 Tax Recap Sheet Form filed by BOA with Fy 11 Tax Recap Sheet Form filed by BOA with Fy 10 Tax Recap Sheet Form filed by BOA with Fy 09 Tax Recap Sheet Form filed by BOA with Fy 08 Tax Recap Sheet
3	Exempted Tax Levy	(\$2,764,695) \$0 90% of Floral Street School Debt Service (Paid Off 2/1/2016) \$0 SBAB Reimbursement - Floral Street (Last Payment) (\$2,764,695) SBAB Reimbursement - High School (Revised by MSBA July 2010) \$150,650 Open Space Bond \$122,025 HS School Land Bond \$3,585,250 New High School \$118,125 Open Space Bond #2 \$450,630 Oak Middle School \$502,383 Fire Facilities Project \$1,615,000 Sherwood Middle School \$437,675 Land Acquisition - CenTech Park - North \$816,044 Library Project \$80,875 Library BAN Interest (\$40,671) Additional SBAB Reimbursement - Oak (\$59,280) Bond Premium for Sherwood Bond (\$1,523) Bond Premium for Land Acquisition - CenTech Park (\$52,715) Bond Premium on Library BAN \$0 Issuance Cost Library BAN (\$17,000) Bond Interest Reserve (See Item #25) \$4,942,773 Total Exempted Debt Service		See Figure Six
4	State Aid	\$22,975,561 Based on Governor's budget filing		See Figure Four
5	SBAB	\$2,764,695 High School \$2,764,695 Total SBAB		

**PROJECTION NOTES
FY 2018**

6	Overestimates	\$0	No Overestimated Projected				
7	Schedule A	\$14,385,000	Projected Local Receipts	See Figure Three			
8	Solid Waste Enterprise	\$878,500	Estimate as of 1/25/2017	See Figure Fourteen			
9	Retained Earnings - Solid Waste	\$45,000	Balance as of 7/1/2016 - \$73,499				
10	Free Cash	\$3,300,000	7/1/16 Balance \$6,098,965 (Adjusted to \$5,603,965 via \$495,000 transfer at 9/26/2016 STM)				
11	Sale of Lots	\$18,000	Balance as of 1/25/2017 - \$65,328				
12	Sewer Surplus	\$8,071,748		\$5,390,643 Operating Budget			
	<table border="1" style="display: inline-table; vertical-align: top;"> <tr> <td>Working Balance as of 12/31/2016</td> </tr> <tr> <td>\$15,088,209</td> </tr> </table>	Working Balance as of 12/31/2016	\$15,088,209			\$311,063 Debt Service	
Working Balance as of 12/31/2016							
\$15,088,209							
		Tax levy subsidy of the sewer operation is 0.0%		\$18,294 Transfer to OPEB Trust			
				\$325,000 Warrant Article - Sewer Improvement Hartford Tke - Design			
				\$300,000 Warrant Article - Telemetry Upgrades			
				\$300,000 Warrant Article - Pump Station Evaluation			
				\$1,100,000 Warrant Article Pump Station Improvements			
				\$25,000 Transferred at the 12/5/2016 Special Town Meeting			
				<u>\$301,748</u> Indirect Costs			
				\$8,071,748 Total			
13A	Sewer I & I Account	\$360,000	Balance as of 1/25/2017 - \$1,592,129	\$360,000 Year 7 I & I Program - Warrant Article			
13B	Sewer Construction	\$0	No projects planned for FY 2018				
	<table border="1" style="display: inline-table; vertical-align: top;"> <tr> <td>Balance as of 1/25/2017</td> </tr> <tr> <td>Sewer Construction Acct</td> </tr> <tr> <td>\$919,123</td> </tr> </table>	Balance as of 1/25/2017	Sewer Construction Acct	\$919,123			
Balance as of 1/25/2017							
Sewer Construction Acct							
\$919,123							
14	Light Revenue	\$107,625	Light Plant Upgrade (2001 - Rolfe Avenue Transformer)				
		\$456,600	Light Plant Upgrade (2014 CenTech Substation)				
		\$564,225	Total Debt Service Budget FY 17	See Figure Six			
15	CATV Revenue	\$0	No Debt Service	See Figure Six			
16	Chapter 90	\$0					

**PROJECTION NOTES
FY 2018**

17 Account Transfers	Amount	Account	To Be Used For
	\$34,736.53	0192-10-571440 - Design Development Spring	Capital Budget
	\$3,571.35	0192-10-582110 - Replace Tile Spring	Capital Budget
	\$44,178.15	0192-10-585226 - Paving Coolidge	Capital Budget
	\$82,486.03	Total Account Transfers	
18 Stabilization	\$0	Balance as of 1/25/2017 - \$813,951	
19 Total V Loan Repayments	\$15,100	Balance as of 1/25/2017 - \$134,812	See Figure Six
			\$4,830.00 Title V Loan #1
			\$5,541.00 Title V Loan #2
			<u>\$4,729.00</u> Title V Loan #3
			\$15,100.00
20 Water System Improvements	\$315,000	Balance as of 1/25/2017 - \$552,025	
			\$315,000 Transferred at the 12/5/2016 Special Town Meeting
21 Water Conservation Fund	\$50,000	Balance as of 1/25/2017 - \$136,525	
			<u>\$50,000</u> WMA Compliance/Mitigation
			\$50,000
22 Cemetery Trust/Stabilization Funds	\$25,000	Balance as of 1/25/2017 - \$58,866	
23 Sale of Property	\$0	Balance as of 1/25/2017 - \$46,025	
24 Highway Improvements	\$0	Balance as of 1/25/2017 - \$598,900	
25 Bond Interest Reserve	\$17,000	Fy 18 Balance as of 1/25/2017 - \$17,048	Source: Library Project
	\$8,900	Fy 17	FY 16 Recap Sheet
	\$0	Fy 16	FY 16 Recap Sheet
	\$25,000	Fy 15	FY 15 Recap Sheet
	\$60,000	Fy 14	FY 14 Recap Sheet
	\$100,000	Fy 13	FY 13 Recap Sheet
	\$0	Fy 12	FY 12 Recap Sheet
	\$205,469	Fy 11	FY 11 Recap Sheet
	\$500,000	Fy 10	FY 10 Recap Sheet
	\$500,000	Fy 09	FY 09 Recap Sheet
	\$500,000	Fy 08	FY 08 Recap Sheet
26 Free Cash (Reduce Levy)	\$500,000	Fy 18 \$0 is a Premium Pass Through)	
	\$500,000	Fy 17	FY 17 Recap Sheet; \$0 was a bond premium
	\$500,000	Fy 16	FY 16 Recap Sheet; \$0 was a bond premium
	\$500,000	Fy 15	FY 15 Recap Sheet; \$0 was a bond premium
	\$500,000	Fy 14	FY 14 Recap Sheet; \$5,938 was a bond premium
	\$500,000	Fy 13	FY 13 Recap Sheet; \$181,080 was a bond premium

**PROJECTION NOTES
FY 2018**

	\$500,000	Fy 12	FY 12 Recap Sheet; \$298,234 was a bond premium
	\$500,000	Fy 11	FY 11 Recap Sheet; \$62,793 was a bond premium
	\$500,000	Fy 10	FY 10 Recap Sheet; \$69,605 was a bond premium
	\$500,000	Fy 09	FY 09 Recap Sheet; \$76,152 was a bond premium
	\$500,000	Fy 08	FY 08 Recap Sheet; \$48,590 was a bond premium
27	Municipal Light (PILOT)		
	\$237,569	Fy 18	
	\$237,569	Fy 17	FY 17 Recap Sheet
	\$237,569	Fy 16	FY 16 Recap Sheet
	\$237,569	Fy 15	FY 15 Recap Sheet
	\$237,569	Fy 14	FY 14 Recap Sheet
	\$175,463	Fy 13	FY 13 Recap Sheet
	\$150,384	Fy 12	FY 12 Recap Sheet
	\$150,384	Fy 11	FY 11 Recap Sheet
	\$150,384	Fy 10	FY 10 Recap Sheet
	\$150,384	Fy 09	FY 09 Recap Sheet
	\$189,358	Fy 08	FY 08 Recap Sheet
28	CATV (PILOT)		
	\$800,000	Fy 18	
	\$800,000	Fy 17	FY 17 Recap Sheet
	\$800,000	Fy 16	FY 16 Recap Sheet
	\$800,000	Fy 15	FY 15 Recap Sheet
	\$792,811	Fy 14	FY 14 Recap Sheet
	\$753,254	Fy 13 - Additional \$30,000 from PEG	FY 13 Recap Sheet
	\$723,720	Fy 12 - Additional \$30,000 from PEG	FY 12 Recap Sheet
	\$732,356	Fy 11	FY 11 Recap Sheet
	\$626,307	Fy 10	FY 10 Recap Sheet
	\$556,355	Fy 09	FY 09 Recap Sheet
	\$492,491	Fy 08	FY 08 Recap Sheet
29	Tax Title	\$0	
30	Court Judgments	\$0	
31	Overlay Deficits	\$0	
32	Cherry Sheet Offsets		
	\$176,298	Based on Governor's Budget Filing	
	\$42,014	Fy 17	FY 17 Recap Sheet
	\$51,267	Fy 16	FY 16 Recap Sheet
	\$73,860	Fy 15	FY 15 Recap Sheet
	\$137,643	Fy 14	FY 14 Recap Sheet
	\$148,573	Fy 13	FY 13 Recap Sheet
	\$163,198	Fy 12	FY 12 Recap Sheet
	\$164,782	Fy 11	FY 11 Recap Sheet
	\$70,133	Fy 10	FY 10 Recap Sheet
	\$81,742	Fy 09	FY 09 Recap Sheet
	\$81,348	Fy 08	FY 08 Recap Sheet

**PROJECTION NOTES
FY 2018**

33	CMRPC	\$9,706	Fy 18 - Actual	
		\$9,238	Fy 17	FY 17 Recap Sheet
		\$9,238	Fy 16	FY 16 Recap Sheet
		\$9,013	Fy 15	FY 15 Recap Sheet
		\$8,793	Fy 14	FY 14 Recap Sheet
		\$8,579	Fy 13	FY 13 Recap Sheet
		\$7,813	Fy 12	FY 12 Recap Sheet
		\$7,623	Fy 11	FY 11 Recap Sheet
		\$7,623	Fy 10	FY 10 Recap Sheet
		\$7,437	Fy 09	FY 09 Recap Sheet
		\$7,256	Fy 08	FY 08 Recap Sheet
34	State & County Charges	\$1,233,800	Based on Governor's Budget Filing	
		\$1,252,732	Fy 17	FY 17 Recap Sheet
		\$1,610,178	Fy 16	FY 16 Recap Sheet
		\$1,700,006	Fy 15	FY 15 Recap Sheet
		\$1,807,169	Fy 14	FY 14 Recap Sheet
		\$1,900,158	Fy 13	FY 13 Recap Sheet
		\$1,983,115	Fy 12	FY 12 Recap Sheet
		\$1,756,414	Fy 11	FY 11 Recap Sheet
		\$1,816,393	Fy 10	FY 10 Recap Sheet
		\$1,502,535	Fy 09	FY 09 Recap Sheet
		\$1,150,859	Fy 08	FY 08 Recap Sheet
35	Overlay	\$600,000	Fy 18 - Estimate	Estimate
		\$736,103	Fy 17	FY 17 Recap Sheet
		\$638,530	Fy 16	FY 16 Recap Sheet
		\$513,182	Fy 15	FY 15 Recap Sheet
		\$763,780	Fy 14	FY 14 Recap Sheet
		\$525,318	Fy 13	FY 13 Recap Sheet
		\$715,020	Fy 12	FY 12 Recap Sheet
		\$598,458	Fy 11	FY 11 Recap Sheet
		\$746,871	Fy 10	FY 10 Recap Sheet
		\$583,630	Fy 09	FY 09 Recap Sheet
		\$545,199	Fy 08	FY 08 Recap Sheet
		\$484,866	Fy 07	FY 07 Recap Sheet
36	Fy 18 Tax Rate	\$750,000.00	projected new growth	
		\$12.83	current year tax rate	
		\$5,433,834,856	current value	
		\$58,456,742	value new growth	
		\$5,492,291,598	new value FY 18	
		\$67,415,778	tax levy	
		\$750,000	new growth	
		\$4,942,773	exempted levy	
		\$73,108,551	total levy	
		\$13.31	tax rate FY 18	

**FIGURE TWO
NEW GROWTH AND BUILDING PERMIT ANALYSIS
FISCAL YEAR 2011 TO 2018**

Property Class	FY 2018 (Estimated)	FY 2017	FY 2016	FY 2015	FY 2014	FY 2013	FY 2012	FY 2011
Residential								
Single Family	\$35,000,000	\$40,382,600	\$42,492,700	\$36,735,316	\$24,492,800	\$27,173,200	\$26,435,200	\$28,754,200
Condominium	\$3,000,000	\$4,695,800	\$3,802,900	\$7,328,400	\$11,194,700	\$5,906,000	\$6,403,500	\$3,918,900
Two & Three Family	\$1,500,000	\$3,754,200	\$1,955,200	\$182,500	\$651,700	\$1,000	\$215,000	\$660,300
Multi-Family	\$5,000,000	\$33,900	\$800	\$0	\$3,796,900	\$5,125,600	\$10,540,100	\$77,500
Vacant Land	\$1,000,000	\$4,021,700	\$3,825,100	\$1,056,422	\$814,700	\$4,465,605	\$3,093,100	\$5,106,200
All Others	\$0	\$803,700	\$410,500	\$7,200	\$462,300	\$0	\$577,100	\$261,025
Total Residential	\$45,500,000	\$53,691,900	\$52,487,200	\$45,309,838	\$41,413,100	\$42,671,405	\$47,264,000	\$38,778,125
Open Space	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commercial	\$8,000,000	\$3,508,700	\$13,149,400	\$1,561,400	\$3,868,800	\$5,518,289	\$6,132,287	\$8,595,290
Chapter 61, 61A, 61B	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Industrial	\$500,000	\$1,408,400	\$711,800	\$752,300	\$231,900	\$4,182,800	\$1,000	\$0
Personal Property	\$3,000,000	\$14,712,950	\$6,349,480	\$8,273,630	\$19,274,190	\$2,149,542	\$3,154,338	\$2,639,975
Total Valuation Growth	\$57,000,000	\$73,321,950	\$72,697,880	\$55,897,168	\$64,787,990	\$54,522,036	\$56,551,625	\$50,013,390
Tax Rate	\$13.00	\$13.00	\$13.20	\$12.17	\$11.67	\$11.11	\$10.67	\$10.31
New Growth	\$741,000	\$953,185	\$959,612	\$680,269	\$756,076	\$605,740	\$603,406	\$515,638
Say	\$750,000							
Building Permits (Selected Areas)	2016	2015	2014	2013	2012	2011	2010	2009
One Family	36	51	43	80	47	49	58	50
Two Family	7	4	10	5	10	2	4	1
Apartment/Condos	6	0	0	5	2	6	6	10
Residential Alterations	316	324	311	398	354	227	251	207
Commercial	15	9	8	6	1	4	5	3
Commercial Alternations	62	67	56	57	83	87	75	41
Industrial	0	1	0	0	1	0	0	0
Industrial Alterations	0	0	0	0	1	0	0	0
Total	442	456	428	551	499	375	399	312

New Single-Family Homes 1990 to 2007							
1990	61	1996	221	2002	128	2008	25
1991	125	1997	261	2003	96		
1992	288	1998	269	2004	68		
1993	256	1999	244	2005	53		
1994	222	2000	178	2006	39		
1995	157	2001	126	2007	34		
						Single Family Home Construction	
						1990 to 1999	2,104
						2000 to 2009	797
						2010 to 2019	364

**FIGURE THREE
SCHEDULE A (LOCAL) RECEIPTS
FISCAL YEAR 2010 TO 2018**

ITEM	PROJECTED FY 18	ESTIMATED FY 17	ACTUAL FY 16	ACTUAL FY 15	ACTUAL FY 14	ACTUAL FY 13	ACTUAL FY 12	ACTUAL FY 11	ACTUAL FY 10
MOTOR VEHICLE EXCISE	\$5,600,000	\$5,455,000	\$5,759,188	\$5,550,798	\$5,224,258	\$4,849,155	\$4,507,317	\$4,437,527	\$4,295,450
OTHER EXCISE	\$100,000	\$100,000	\$109,348	\$99,684	\$100,617	\$77,181	\$85,807	\$82,970	\$47,864
MEALS TAX*	\$430,000	\$400,000	\$437,800	\$409,192	\$362,828	\$353,033	\$348,153	\$336,491	\$0
PENALTIES AND INTEREST	\$270,000	\$260,000	\$324,611	\$319,215	\$296,834	\$237,991	\$245,132	\$281,400	\$218,805
PAYMENT IN LIEU OF TAXES	\$34,000	\$34,000	\$37,369	\$34,609	\$34,008	\$31,445	\$32,487	\$35,218	\$34,001
CHARGES FOR SERVICES - WATER	\$4,200,000	\$3,700,000	\$3,916,316	\$3,733,040	\$3,780,734	\$3,535,767	\$3,413,506	\$3,642,144	\$3,518,453
CHARGES FOR SERVICES - ASH DISPOSAL	\$1,450,000	\$1,450,000	\$1,493,766	\$1,896,814	\$1,807,302	\$1,371,468	\$1,344,953	\$1,245,334	\$872,566
FEES	\$125,000	\$125,000	\$136,443	\$147,332	\$132,652	\$156,985	\$157,296	\$156,866	\$116,107
RENTALS	\$20,000	\$6,000	\$48,228	\$6,202	\$42,604	\$21,711	\$48,331	\$19,084	\$13,442
DEPARTMENTAL REVENUE - SCHOOLS	\$25,000	\$25,000	\$134,614	\$35,514	\$96,563	\$4,567	\$26,214	\$12,459	\$16,575
DEPARTMENTAL REVENUE - LIBRARIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DEPARTMENTAL REVENUE - CEMETERIES	\$30,000	\$30,000	\$35,106	\$33,418	\$31,269	\$29,557	\$23,097	\$25,423	\$29,994
OTHER DEPARTMENTAL REVENUE	\$320,000	\$320,000	\$279,739	\$369,334	\$570,244	\$458,798	\$400,749	\$325,025	\$280,106
LICENSE AND PERMITS	\$800,000	\$880,000	\$1,055,131	\$782,013	\$919,336	\$763,338	\$799,598	\$758,100	\$672,673
SPECIAL ASSESSMENTS	\$13,000	\$13,000	\$22,072	\$13,126	\$16,407	\$20,797	\$32,687	\$20,266	\$27,440
FINES AND FORFEITS	\$140,000	\$140,000	\$140,816	\$158,728	\$241,760	\$137,127	\$159,174	\$148,638	\$195,951
INVESTMENT INCOME	\$450,000	\$450,000	\$462,709	\$459,240	\$401,647	\$369,726	\$491,844	\$732,478	\$929,436
MISCELLANEOUS RECURRING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS NON-RECURRING	\$50,000	\$50,000	\$107,417	\$189,859	\$22,350	\$127,775	\$443,716	\$459,072	\$198,823
MEDICAID REIMBURSEMENT	\$250,000	\$200,000	\$396,787	\$260,871	\$470,223	\$310,423	\$353,059	\$333,627	\$215,698
SUPPLEMENTAL TAX PROGRAM	\$50,000	\$50,000	\$45,311	\$69,822	\$144,731	\$167,441	\$85,388	\$89,521	\$19,628
REIMBURSEMENT E-RATE	\$28,000	\$28,000	\$63,653	\$28,771	\$68,835	\$628	\$6,152	\$5,084	\$41,864
HOMELESS TRANSPORTATION	\$0	\$0	\$23,569	\$0	\$28,341	\$100,252	\$0	\$0	\$0
* Meals tax adopted in February 2010	\$14,385,000	\$13,716,000	\$15,029,993	\$14,597,582	\$14,793,543	\$13,125,165	\$13,004,660	\$13,146,727	\$11,744,876
ESTIMATE			\$13,654,000	\$13,281,500	\$12,232,271	\$12,060,000	\$12,088,959	\$11,355,500	\$10,939,000
OVER(UNDER)			\$1,375,993	\$1,316,082	\$2,561,272	\$1,065,165	\$915,701	\$1,791,227	\$805,876
PERCENT OVER(UNDER)			10.1%	9.9%	20.9%	8.8%	7.6%	15.8%	7.4%

**FIGURE FOUR
STATE AID AND CHARGES
FISCAL YEAR 2011 TO 2018**

Line Item	Fiscal Year 2018 Based on Governor's Proposal	Fiscal Year 2017 Actual	Fiscal Year 2016 Actual	Fiscal Year 2015 Actual	Fiscal Year 2014 Actual	Fiscal Year 2013 Actual	Fiscal Year 2012 Actual	Fiscal Year 2011 Actual
REVENUE								
A. EDUCATION								
Chapter 70	\$19,645,648	\$19,524,868	\$19,195,638	\$19,045,813	\$18,897,238	\$18,748,463	\$18,511,623	\$18,412,775
School Transportation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
School Construction (Removed in FY 2006)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Charter School Tuition Reimbursement	\$55,377	\$50,008	\$72,333	\$125,925	\$185,207	\$263,968	\$409,002	\$439,559
Tuition State Wards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Chater School Capital Facility Reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
School Lunch (Offset)	\$0	\$0	\$0	\$27,289	\$28,962	\$30,010	\$30,201	\$27,459
School Choice Receiving Tuition (Offset)	\$134,000	\$0	\$4,989	\$0	\$69,167	\$79,568	\$96,050	\$100,000
Sub-Total	\$19,835,025	\$19,574,876	\$19,272,960	\$19,199,027	\$19,180,574	\$19,122,009	\$19,046,876	\$18,979,793
B. GENERAL GOVERNMENT								
Unrestricted General Government Aid (2009)	\$2,782,874	\$2,678,416	\$2,567,992	\$2,478,757	\$2,411,871	\$2,356,176	\$2,185,815	\$2,356,176
Lottery, Beano & Charity Games	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Additional Assistance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Highway Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Police Career Incentive	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,400
Veteran's Benefits	\$91,947	\$107,134	\$99,127	\$93,389	\$70,805	\$41,977	\$38,498	\$53,523
Exemptions (Vets, Blind, Surviving)	\$94,769	\$95,423	\$86,883	\$87,239	\$88,204	\$88,386	\$91,885	\$94,439
Exemptions (Elderly)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Owned Land	\$128,648	\$128,648	\$130,198	\$130,198	\$145,774	\$142,947	\$142,901	\$137,967
Public Libraries	\$42,298	\$42,014	\$46,278	\$46,571	\$39,514	\$38,995	\$36,947	\$37,323
Sub-Total	\$3,140,536	\$3,051,635	\$2,930,478	\$2,836,154	\$2,756,168	\$2,668,481	\$2,496,046	\$2,694,828
Total State Aid	\$22,975,561	\$22,626,511	\$22,203,438	\$22,035,181	\$21,936,742	\$21,790,490	\$21,542,922	\$21,674,621
CHARGES								
County Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Mosquito Control	\$80,357	\$76,750	\$66,332	\$69,238	\$67,979	\$64,430	\$60,128	\$59,538
Mosquito Control (Underestimate)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Air Pollution Districts	\$11,679	\$11,501	\$11,221	\$11,061	\$11,072	\$10,543	\$10,002	\$9,802
RMV Non-Renewal Surcharge	\$22,020	\$26,060	\$26,060	\$26,060	\$26,540	\$22,180	\$22,400	\$22,320
WRTA Assessment	\$78,379	\$80,539	\$78,234	\$81,585	\$81,159	\$81,552	\$97,053	\$95,756
Special Education	\$1,337	\$0	\$0	\$0	\$0	\$187	\$4,904	\$18,451
MBTA	\$162,651	\$158,953	\$159,786	\$153,687	\$152,105	\$149,868	\$114,259	\$115,750
School Choice Tuition	\$131,975	\$171,845	\$211,728	\$179,040	\$147,441	\$129,193	\$117,984	\$113,286

**FIGURE FOUR
STATE AID AND CHARGES
FISCAL YEAR 2011 TO 2018**

Line Item	Fiscal Year 2018 Based on Governor's Proposal	Fiscal Year 2017 Actual	Fiscal Year 2016 Actual	Fiscal Year 2015 Actual	Fiscal Year 2014 Actual	Fiscal Year 2013 Actual	Fiscal Year 2012 Actual	Fiscal Year 2011 Actual
Charter School Tuition	\$745,402	\$727,084	\$1,056,817	\$1,179,335	\$1,320,873	\$1,442,205	\$1,556,385	\$1,321,511
Sub-Total	\$1,233,800	\$1,252,732	\$1,610,178	\$1,700,006	\$1,807,169	\$1,900,158	\$1,983,115	\$1,756,414
Overestimate - Mosquito Control	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Overestimate - Special Education	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Overestimate - Regional Transit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Net Charges	\$1,233,800	\$1,252,732	\$1,610,178	\$1,700,006	\$1,807,169	\$1,900,158	\$1,983,115	\$1,756,414
School Lunch Offset	\$0	\$0	\$0	\$27,289	\$28,962	\$30,010	\$30,201	\$27,459
Library Offset	\$42,298	\$42,014	\$46,278	\$46,571	\$39,514	\$38,995	\$36,947	\$37,323
School Choice Receiving Tuition	\$134,000	\$0	\$4,989	\$0	\$69,167	\$79,568	\$96,050	\$100,000
Total Off-Sets	\$176,298	\$42,014	\$51,267	\$73,860	\$137,643	\$148,573	\$163,198	\$164,782
Line Item	Fiscal Year 2018 Based on Governor's Proposal	Fiscal Year 2017 Actual	Fiscal Year 2016 Actual	Fiscal Year 2015 Actual	Fiscal Year 2014 Actual	Fiscal Year 2013 Actual	Fiscal Year 2012 Actual	Fiscal Year 2011 Actual
"Education" Local Aid	\$19,835,025	\$19,574,876	\$19,272,960	\$19,199,027	\$19,180,574	\$19,122,009	\$19,046,876	\$18,979,793
"General Government" Local Aid	\$3,140,536	\$3,051,635	\$2,930,478	\$2,836,154	\$2,756,168	\$2,668,481	\$2,496,046	\$2,694,828
Less Charges and Offsets	\$1,410,098	\$1,294,746	\$1,661,445	\$1,773,866	\$1,944,812	\$2,048,731	\$2,146,313	\$1,921,196
Net Total	\$21,565,463	\$21,331,765	\$20,541,993	\$20,261,315	\$19,991,930	\$19,741,759	\$19,396,609	\$19,753,425
Change from Previous Year	\$233,698	\$789,772	\$280,678	\$269,385	\$250,171	\$345,150	(\$356,816)	(\$312,319)
"General Government" Less Charges	\$1,906,736	\$1,798,903	\$1,320,300	\$1,136,148	\$948,999	\$768,323	\$512,931	\$938,414

**FIGURE FIVE
TAX RATE RECAPITULATIONS
FISCAL YEAR 2010 TO 2017**

	ACTUAL FY 17	ACTUAL FY 16	ACTUAL FY 15	ACTUAL FY 14	ACTUAL FY 13	ACTUAL FY 12	ACTUAL FY 11	ACTUAL FY 10
CHARGES								
APPROPRIATIONS	\$123,166,289	\$121,454,658	\$117,989,602	\$109,611,071	\$105,576,395	\$101,508,248	\$95,005,238	\$94,830,381
COURT JUDGMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OVERLAY DEFICITS	\$1,396	\$4,799	\$0	\$0	\$0	\$0	\$0	\$0
CHERRY SHEET OFFSETS	\$42,014	\$51,267	\$73,860	\$137,643	\$148,573	\$163,198	\$164,782	\$70,133
CMRPC (OTHER)	\$11,679	\$9,238	\$9,013	\$8,793	\$8,579	\$7,813	\$7,623	\$7,623
STATE AND COUNTY CHARGES	\$1,252,732	\$1,610,178	\$1,700,006	\$1,807,169	\$1,900,158	\$1,983,115	\$1,756,414	\$1,816,393
OVERLAY	\$736,103	\$638,530	\$513,182	\$763,800	\$525,318	\$714,829	\$598,458	\$758,894
TOTAL TO BE RAISED	\$125,210,213	\$123,768,670	\$120,285,663	\$112,328,476	\$108,159,023	\$104,377,203	\$97,532,515	\$97,483,424
REVENUE								
STATE AID (INCLUDES SBAB)	\$25,976,884	\$25,553,814	\$25,385,557	\$25,287,118	\$25,140,866	\$24,893,298	\$25,163,474	\$25,441,123
OVERESTIMATES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SCHEDULE A RECEIPTS	\$13,716,000	\$13,654,000	\$13,281,500	\$12,232,271	\$12,060,000	\$12,088,959	\$11,355,500	\$10,939,000
SOLID WASTE ENTERPRISE	\$870,500	\$870,500	\$870,000	\$885,000	\$895,500	\$885,000	\$831,000	\$804,000
FREE CASH & RETAINED EARNINGS	\$3,392,697	\$3,249,000	\$3,390,003	\$3,969,580	\$3,151,495	\$3,446,791	\$1,631,069	\$1,310,000
OTHER AVAILABLE FUNDS								
SALE OF CEMETERY LOTS	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000
SEWER SURPLUS/I&I FUND	\$7,567,352	\$7,146,603	\$6,922,726	\$7,531,863	\$5,974,283	\$5,718,663	\$4,200,777	\$3,313,131
LIGHT REVENUE	\$578,475	\$592,200	\$606,420	\$130,750	\$344,110	\$350,570	\$357,767	\$457,640
CATV REVENUE	\$0	\$0	\$0	\$348,400	\$365,300	\$377,300	\$394,500	\$410,834
STABILIZATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$496,000
OTHER FUNDS (CHAPTER 90)	\$992,495	\$1,479,320	\$980,722	\$986,194	\$989,144	\$1,734,698	\$0	\$1,451,733
BUDGET/FUND TRANSFERS	\$242,974	\$575,583	\$571,581	\$407,923	\$700,585	\$315,708	\$701,143	\$1,136,417
HOME FARM WELL INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TITLE V RESERVE	\$15,100	\$15,100	\$15,099	\$15,101	\$14,963	\$15,128	\$15,128	\$15,128
WATER SYSTEM IMPROVEMENTS	\$427,166	\$1,308,000	\$1,353,524	\$878,082	\$1,102,358	\$0	\$32,000	\$600,000
WATER CONSERVATION FUND	\$150,000	\$145,000	\$30,000	\$10,000	\$25,000	\$0	\$100,000	\$200,000
CEMETERY TRUST FUNDS	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0	\$11,000
SPECIAL FUNDS - COAL ASH	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
HIGHWAY IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SURPLUS SBAB (FLORAL)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SALE OF PROPERTY	\$0	\$0	\$0	\$0	\$30,000	\$0	\$315,500	\$0
SEWER CONSTRUCTION	\$0	\$0	\$0	\$0	\$0	\$150,000	\$750,000	\$0
FREE CASH (REDUCE LEVY)	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
MUNICIPAL LIGHT (REDUCE LEVY)	\$237,569	\$237,569	\$237,569	\$237,569	\$175,463	\$150,384	\$150,384	\$150,384

**FIGURE FIVE
TAX RATE RECAPITULATIONS
FISCAL YEAR 2010 TO 2017**

	ACTUAL FY 17	ACTUAL FY 16	ACTUAL FY 15	ACTUAL FY 14	ACTUAL FY 13	ACTUAL FY 12	ACTUAL FY 11	ACTUAL FY 10
CATV REVENUE (REDUCE LEVY)	\$800,000	\$800,000	\$800,000	\$792,811	\$753,254	\$723,720	\$732,356	\$626,307
BOND INTEREST RESERVE	\$8,900	\$0	\$25,000	\$60,000	\$100,000	\$0	\$205,469	\$500,000
TOTAL REVENUE	\$55,494,112	\$56,219,689	\$54,987,701	\$54,290,662	\$52,340,321	\$51,368,219	\$47,454,067	\$48,380,697
TOTAL LEVY	\$69,716,101	\$67,548,981	\$65,297,962	\$58,037,814	\$55,818,702	\$53,008,984	\$50,078,448	\$49,102,727
TAX RATE	\$12.83	\$13.00	\$13.21	\$12.17	\$11.67	\$11.11	\$10.67	\$10.31
Tax Levy as Percent of Total Spending	55.68%	54.58%	54.29%	51.67%	51.61%	50.79%	51.35%	50.37%
Net State Aid as Percent of Total Spending	19.71%	19.30%	19.63%	20.78%	21.35%	21.79%	23.83%	24.16%

**FIGURE SIX
DEBT SERVICE PROJECTION
FISCAL YEAR 2018 TO 2037**

FISCAL YEAR	1999 (2009) \$3,000,000 OPEN SPACE LAND PURCHASE	1999 (2009) \$2,400,000 HIGH SCHOOL LAND PURCHASE	2000 \$86,947 TITLE V LOAN PROGRAM	2001 (2010) \$58,900,000 SENIOR HIGH SCHOOL	2001 (2010) \$2,000,000 OPEN SPACE LAND PURCHASE	2001 (2010) 2001 \$1,760,000 LIGHT PLANT	2001 (2005) \$286,611 CWMP	2004 \$105,896 TITLE V LOAN PROGRAM	2004 (2013) \$7,400,000 OAK MIDDLE SCHOOL
2018	\$150,650	\$122,025	\$4,830	\$3,585,250	\$118,125	\$107,625	\$14,842	\$5,541	\$450,630
2019	\$41,300	\$113,575	\$4,830	\$3,433,875	\$112,875		\$14,120	\$5,541	\$436,580
2020				\$3,277,875	\$107,625		\$13,501	\$5,541	\$422,143
Balance				\$6,089,750			\$15,698	\$16,881	\$1,878,908
TOTAL	\$191,950	\$235,600	\$9,660	\$16,386,750	\$338,625	\$107,625	\$58,161	\$33,504	\$3,188,261

FISCAL YEAR	2004 (2013) \$1,250,000 NORTH SHORE SCHOOL ADDITION	2005 \$94,573 TITLE V LOAN PROGRAM	2007 (2009) \$168,653 CWMP	2008 \$6,800,000 FIRE FACILITIES PROJECT	2008 \$1,250,000 WATER SYSTEM UPGRADE	2011 \$20,000,000 SHERWOOD MIDDLE SCHOOL	2011 \$680,000 CREDIT UNION PURCHASE	2012 \$681,000 WATER SYSTEM IMPROVEMENTS	2012 \$6,100,000 LAND PURCHASE SOUTH STREET
2018	\$87,225	\$4,729	\$10,807	\$502,383	\$129,375	\$1,615,000	\$83,100	\$77,300	\$437,675
2019	\$81,400	\$4,729	\$10,808	\$489,083		\$1,580,000	\$75,725	\$75,900	\$428,525
2020	\$80,500	\$4,729	\$10,808	\$476,353		\$1,540,000	\$73,125	\$69,550	\$422,425
Balance		\$28,367	\$10,808	\$2,534,334		\$14,980,000	\$136,500	\$200,850	\$4,778,283
TOTAL	\$249,125	\$42,554	\$43,231	\$4,002,153	\$129,375	\$19,715,000	\$368,450	\$423,600	\$6,066,908

FISCAL YEAR	2013 \$956,875 SWR INTERCEPTOR PHASE I	2014 \$635,000 SPRING STREET SCHOOL	2014 \$6,000,000 LIGHT DEPT UPGRADE	2015 \$4,146,710 SWR INTERCEPTOR PHASE II	2016 \$9,745,000 LIBRARY PROJECT	TOTAL DEBT SERVICE
2018	\$54,667	\$76,300	\$456,600	\$251,261	\$816,044	\$9,161,984
2019	\$54,737	\$73,700	\$444,600	\$251,565	\$796,444	\$8,529,912
2020	\$54,805	\$72,400	\$438,600	\$251,874	\$776,844	\$8,098,698
Balance	\$719,607	\$261,000	\$5,267,700	\$3,820,292	\$10,414,721	\$51,153,699
TOTAL	\$883,816	\$483,400	\$6,607,500	\$4,574,992	\$12,804,053	\$76,944,293

DEBT SERVICE FUNDED FROM WITHIN THE TAX LEVY	DEBT SERVICE FUNDED FROM OUTSIDE THE TAX LEVY***	DEBT SERVICE FUNDED FROM NON TAX REVENUE	TOTAL DEBT SERVICE
\$246,625	\$7,797,782	\$1,117,577	\$9,161,984
\$230,825	\$7,432,257	\$866,830	\$8,529,912
\$226,025	\$7,023,265	\$849,408	\$8,098,698
\$397,500	\$40,675,996	\$10,080,203	\$51,153,699
\$1,100,975	\$62,929,300	\$12,914,018	\$76,944,293

*** Not adjusted for SBAB Reimbursement

**FIGURE SEVEN
COMBINED DEBT SERVICE SCHEDULE
ADJUSTED FOR OFFSETTING REVENUE**

Issue No.	Date of Issue/Re-Issue	Purpose	Type of Payment	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	
1	6/15/1999 9/3/2009	Land Acquisition #1 \$3,000,000	Principal	\$145,000	\$40,000											
			Interest	\$5,650	\$1,300											
			Total	\$150,650	\$41,300											
2	6/1/1999 9/3/2009	Land Acquisition (HS) \$2,400,000	Principal	\$115,000	\$110,000											
			Interest	\$7,025	\$3,575											
			Total	\$122,025	\$113,575											
3	10/25/2000	Title V Loan Program #1 \$86,947	Principal	\$4,830	\$4,830											
			Interest	\$0	\$0											
			Total	\$4,830	\$4,830											
4	8/15/2001 4/15/2010	High School \$58,900,000	Principal	\$2,930,000	\$2,925,000	\$2,915,000	\$2,905,000	\$2,895,000								
			Interest	\$655,250	\$508,875	\$362,875	\$217,375	\$72,375								
			Total	\$3,585,250	\$3,433,875	\$3,277,875	\$3,122,375	\$2,967,375								
5	8/15/2001 4/15/2010	Land Acquisition #2 \$2,000,000	Principal	\$105,000	\$105,000	\$105,000										
			Interest	\$13,125	\$7,875	\$2,625										
			Total	\$118,125	\$112,875	\$107,625										
6	8/15/2001 4/15/2010	Light Upgrade \$1,760,000	Principal	\$105,000												
			Interest	\$2,625												
			Total	\$107,625												
7	7/26/2001 2/1/2005	Assabet River CWMP #1 \$1,760,000	Principal	\$14,040	\$13,602	\$13,242	\$15,698									
			Interest	\$802	\$518	\$259	\$0									
			Total	\$14,842	\$14,120	\$13,501	\$15,698									
8	8/1/2004	Title V Loan Program #2 \$105,896	Principal	\$5,541	\$5,541	\$5,541	\$5,541	\$5,670	\$5,670							
			Interest	\$0	\$0	\$0	\$0	\$0	\$0							
			Total	\$5,541	\$5,541	\$5,541	\$5,541	\$5,670	\$5,670							
9	11/15/2004 4/12/2013	Oak Middle School \$7,400,000	Principal	\$410,000	\$400,000	\$390,000	\$380,000	\$370,000	\$360,000	\$350,000	\$340,000					
			Interest	\$40,630	\$36,580	\$32,143	\$27,235	\$21,990	\$16,245	\$10,038	\$3,400					
			Total	\$450,630	\$436,580	\$422,143	\$407,235	\$391,990	\$376,245	\$360,038	\$343,400					
10	11/15/2004 4/12/2013	North Shore School \$1,250,000	Principal	\$85,000	\$80,000	\$80,000										
			Interest	\$2,225	\$1,400	\$500										
			Total	\$87,225	\$81,400	\$80,500										
11	10/24/2005	Title V Loan Program #3 \$94,573	Principal	\$4,729	\$4,729	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728		
			Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Total	\$4,729	\$4,729	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	\$4,728	
12	12/18/2007 12/10/2009	Assabet River CWMP #2 \$168,653	Principal	\$10,807	\$10,808	\$10,808	\$10,808									
			Interest	\$0	\$0	\$0	\$0									
			Total	\$10,807	\$10,808	\$10,808	\$10,808									
13	2/15/2008	Fire Facilities Project \$6,800,000	Principal	\$380,000	\$380,000	\$380,000	\$375,000	\$375,000	\$375,000	\$375,000	\$370,000	\$370,000				
			Interest	\$122,383	\$109,083	\$96,353	\$83,243	\$69,930	\$56,243	\$42,368	\$28,305	\$14,245				
			Total	\$502,383	\$489,083	\$476,353	\$458,243	\$444,930	\$431,243	\$417,368	\$398,305	\$384,245				
14	2/15/2008	Water Tank - Masonic \$1,250,000	Principal	\$125,000												
			Interest	\$4,375												
			Total	\$129,375												

**FIGURE SEVEN
COMBINED DEBT SERVICE SCHEDULE
ADJUSTED FOR OFFSETTING REVENUE**

Issue No.	Date of Issue/Re-Issue	Purpose	Type of Payment	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
15	7/14/2011	Sherwood Middle School \$20,000,000	Principal	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
			Interest	\$615,000	\$580,000	\$540,000	\$490,000	\$440,000	\$390,000	\$345,000	\$305,000	\$265,000	\$225,000	\$185,000	\$145,000
			Total	\$1,615,000	\$1,580,000	\$1,540,000	\$1,490,000	\$1,440,000	\$1,390,000	\$1,345,000	\$1,305,000	\$1,265,000	\$1,225,000	\$1,185,000	\$1,145,000
16	7/14/2011	Credit Union Land Purchase \$680,000	Principal	\$70,000	\$65,000	\$65,000	\$65,000	\$65,000							
			Interest	\$13,100	\$10,725	\$8,125	\$4,875	\$1,625							
			Total	\$83,100	\$75,725	\$73,125	\$69,875	\$66,625							
17	11/15/2012	Water System Improvements \$681,000	Principal	\$70,000	\$70,000	\$65,000	\$65,000	\$65,000	\$65,000						
			Interest	\$7,300	\$5,900	\$4,550	\$3,250	\$1,950	\$650						
			Total	\$77,300	\$75,900	\$69,550	\$68,250	\$66,950	\$65,650						
18	11/15/2012	Land Acquisition - South St \$6,100,000	Principal	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000
			Interest	\$132,675	\$123,525	\$117,425	\$111,325	\$105,034	\$98,172	\$90,738	\$82,731	\$74,153	\$65,194	\$55,891	\$46,284
			Total	\$437,675	\$428,525	\$422,425	\$416,325	\$410,034	\$403,172	\$395,738	\$387,731	\$379,153	\$370,194	\$360,891	\$351,284
19	3/29/2013	Sewer Interceptor #1 \$956,875	Principal	\$39,676	\$40,538	\$41,418	\$42,319	\$43,238	\$44,178	\$45,138	\$46,119	\$47,122	\$48,146	\$49,192	\$50,262
			Interest	\$14,991	\$14,198	\$13,387	\$12,558	\$11,712	\$10,847	\$9,964	\$9,061	\$8,139	\$7,196	\$6,233	\$5,249
			Total	\$54,667	\$54,736	\$54,805	\$54,877	\$54,950	\$55,025	\$55,102	\$55,180	\$55,261	\$55,342	\$55,425	\$55,511
20	1/23/2014	Spring Street School \$635,000	Principal	\$65,000	\$65,000	\$65,000	\$65,000	\$60,000	\$60,000	\$60,000	\$60,000				
			Interest	\$11,300	\$8,700	\$7,400	\$6,100	\$4,800	\$3,300	\$1,800					
			Total	\$76,300	\$73,700	\$72,400	\$71,100	\$64,800	\$63,300	\$61,800					
21	1/23/2014	Light Plant Upgrade - CenTech \$6,000,000	Principal	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
			Interest	\$156,600	\$144,600	\$138,600	\$132,600	\$126,600	\$119,100	\$111,600	\$102,600	\$93,600	\$83,400	\$73,200	\$63,000
			Total	\$456,600	\$444,600	\$438,600	\$432,600	\$426,600	\$419,100	\$411,600	\$402,600	\$393,600	\$383,400	\$373,200	\$363,000
22	1/7/2015	Sewer Interceptor #2 \$4,146,710	Principal	\$160,813	\$164,308	\$167,879	\$171,527	\$175,255	\$179,064	\$182,956	\$186,932	\$190,995	\$195,146	\$199,387	\$203,720
			Interest	\$69,935	\$66,718	\$63,432	\$60,075	\$56,644	\$53,139	\$49,558	\$45,899	\$42,160	\$38,340	\$34,437	\$30,449
			Total	\$230,747	\$231,026	\$231,311	\$231,602	\$231,899	\$232,203	\$232,514	\$232,830	\$233,154	\$233,486	\$233,825	\$234,170
23	7/28/2016	Library Project \$9,745,000	Principal	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$485,000	\$485,000	\$485,000
			Interest	\$326,044	\$306,444	\$286,844	\$267,244	\$247,644	\$228,044	\$208,444	\$188,844	\$169,244	\$149,744	\$130,344	\$110,944
			Total	\$816,044	\$796,444	\$776,844	\$757,244	\$737,644	\$718,044	\$698,444	\$678,844	\$659,244	\$634,744	\$615,344	\$595,944
Existing Debt Service															
	Total Principal	Principal	\$6,940,436	\$6,579,356	\$6,403,616	\$6,200,621	\$6,153,891	\$3,188,640	\$3,112,822	\$3,042,779	\$2,707,845	\$2,333,292	\$2,338,579	\$2,343,982	
	Total Interest	Interest	\$2,201,034	\$1,930,016	\$1,674,518	\$1,415,879	\$1,160,304	\$975,740	\$869,509	\$765,839	\$666,541	\$568,874	\$485,105	\$400,926	
	Total Payment	Total	\$9,141,470	\$8,509,372	\$8,078,133	\$7,616,501	\$7,314,195	\$4,164,380	\$3,982,332	\$3,808,618	\$3,374,385	\$2,902,165	\$2,823,684	\$2,744,908	

**FIGURE SEVEN
COMBINED DEBT SERVICE SCHEDULE
ADJUSTED FOR OFFSETTING REVENUE**

Issue No.	Date of Issue/Re-Issue	Purpose	Type of Payment	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Existing Debt Service by Funding Source															
		Tax Levy (Within Levy Limit)		\$246,625	\$230,825	\$226,025	\$140,975	\$131,425	\$63,300	\$61,800	\$0	\$0	\$0	\$0	\$0
		Tax Levy (Exempted)		\$7,797,782	\$7,432,257	\$7,023,265	\$6,651,422	\$6,391,973	\$3,318,704	\$3,216,588	\$3,113,280	\$2,687,642	\$2,229,938	\$2,161,235	\$2,092,228
		Light		\$564,225	\$444,600	\$438,600	\$432,600	\$426,600	\$419,100	\$411,600	\$402,600	\$393,600	\$383,400	\$373,200	\$363,000
		CATV		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Sewer		\$311,063	\$310,690	\$310,425	\$312,985	\$286,849	\$287,228	\$287,616	\$288,010	\$288,415	\$288,828	\$289,250	\$289,681
		Title V		\$15,100	\$15,100	\$10,269	\$10,269	\$10,398	\$10,398	\$4,728	\$4,728	\$4,728	\$0	\$0	\$0
		Water		\$206,675	\$75,900	\$69,550	\$68,250	\$66,950	\$65,650	\$0	\$0	\$0	\$0	\$0	\$0
		Total		\$9,141,470	\$8,509,372	\$8,078,133	\$7,616,501	\$7,314,195	\$4,164,380	\$3,982,332	\$3,808,618	\$3,374,385	\$2,902,165	\$2,823,684	\$2,744,908
		Tax Levy (Exempted)		\$7,797,782	\$7,432,257	\$7,023,265	\$6,651,422	\$6,391,973	\$3,318,704	\$3,216,588	\$3,113,280	\$2,687,642	\$2,229,938	\$2,161,235	\$2,092,228
		SBA Funding (Floral)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		SBA Funding (HS)		(\$2,764,695)	(\$2,764,695)	(\$2,764,695)	(\$2,764,695)	(\$2,764,695)	(\$2,764,695)	\$0	\$0	\$0	\$0	\$0	\$0
		Bond Reserve Account		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Oak Middle MSBA		(\$40,671)	(\$40,671)	(\$40,671)	(\$40,671)	(\$40,671)	(\$40,671)	(\$40,671)	\$0	\$0	\$0	\$0	\$0
		Sherwood Middle Bond Premium		(\$59,280)	(\$55,906)	(\$52,051)	(\$47,231)	(\$42,412)	(\$37,592)	(\$33,255)	(\$29,399)	(\$25,543)	(\$21,688)	(\$17,832)	(\$13,977)
		Centech North Bond Premium		(\$1,523)	(\$1,429)	(\$1,358)	(\$1,287)	(\$1,215)	(\$1,135)	(\$1,049)	(\$957)	(\$858)	(\$754)	(\$646)	(\$535)
		Net Tax Levy Exempted		\$4,931,613	\$4,569,556	\$4,164,490	\$3,797,538	\$3,542,980	\$474,611	\$3,141,613	\$3,082,924	\$2,661,241	\$2,207,496	\$2,142,757	\$2,077,716
		Tax Rate Impact*	\$5.434 B	\$0.91	\$0.84	\$0.77	\$0.70	\$0.65	\$0.09	\$0.58	\$0.57	\$0.49	\$0.41	\$0.39	\$0.38
		Average Res Tax Bill (Outside Levy Limit)*	\$411,049	\$373.06	\$345.67	\$315.03	\$287.27	\$268.01	\$35.90	\$237.65	\$233.21	\$201.31	\$166.99	\$162.09	\$157.17

**FIGURE SEVEN
COMBINED DEBT SERVICE SCHEDULE
ADJUSTED FOR OFFSETTING REVENUE**

Issue No.	Date of Issue/Re-Issue	Purpose	Type of Payment	2010	2011	2012	2013	2014	2015	2016	2017	Total	
1	6/15/1999 9/3/2009	Land Acquisition #1	Principal									\$185,000	
			Interest	\$3,000,000									\$6,950
			Total										\$191,950
2	6/1/1999 9/3/2009	Land Acquisition (HS)	Principal									\$225,000	
			Interest	\$2,400,000									\$10,600
			Total										\$235,600
3	10/25/2000	Title V Loan Program #1	Principal									\$9,660	
			Interest	\$86,947									\$0
			Total										\$9,660
4	8/15/2001 4/15/2010	High School	Principal									\$14,570,000	
			Interest	\$58,900,000									\$1,816,750
			Total										\$16,386,750
5	8/15/2001 4/15/2010	Land Acquisition #2	Principal									\$315,000	
			Interest	\$2,000,000									\$23,625
			Total										\$338,625
6	8/15/2001 4/15/2010	Light Upgrade	Principal									\$105,000	
			Interest	\$1,760,000									\$2,625
			Total										\$107,625
7	7/26/2001 2/1/2005	Assabet River CWMP #1	Principal									\$56,582	
			Interest	\$1,760,000									\$1,579
			Total										\$58,161
8	8/1/2004	Title V Loan Program #2	Principal									\$33,504	
			Interest	\$105,896									\$0
			Total										\$33,504
9	11/15/2004 4/12/2013	Oak Middle School	Principal									\$3,000,000	
			Interest	\$7,400,000									\$188,261
			Total										\$3,188,261
10	11/15/2004 4/12/2013	North Shore School	Principal									\$245,000	
			Interest	\$1,250,000									\$4,125
			Total										\$249,125
11	10/24/2005	Title V Loan Program #3	Principal									\$42,554	
			Interest	\$94,573									\$0
			Total										\$42,554
12	12/18/2007 12/10/2009	Assabet River CWMP #2	Principal									\$43,231	
			Interest	\$168,653									\$0
			Total										\$43,231
13	2/15/2008	Fire Facilities Project	Principal									\$3,380,000	
			Interest	\$6,800,000									\$622,153
			Total										\$4,002,153
14	2/15/2008	Water Tank - Masonic	Principal									\$125,000	
			Interest	\$1,250,000									\$4,375
			Total										\$129,375

**FIGURE SEVEN
COMBINED DEBT SERVICE SCHEDULE
ADJUSTED FOR OFFSETTING REVENUE**

Issue No.	Date of Issue/Re-Issue	Purpose	Type of Payment	2030	2031	2032	2033	2034	2035	2036	2037	Total	
15	7/14/2011	Sherwood Middle School \$20,000,000	Principal	\$1,000,000	\$1,000,000	\$1,000,000						\$15,000,000	
			Interest	\$105,000	\$63,750	\$21,250							\$4,715,000
			Total	\$1,105,000	\$1,063,750	\$1,021,250							\$19,715,000
16	7/14/2011	Credit Union Land Purchase \$680,000	Principal									\$330,000	
			Interest									\$38,450	
			Total									\$368,450	
17	11/15/2012	Water System Improvements \$681,000	Principal									\$400,000	
			Interest									\$23,600	
			Total									\$423,600	
18	11/15/2012	Land Acquisition - South St \$6,100,000	Principal	\$305,000	\$305,000	\$305,000	\$305,000					\$4,880,000	
			Interest	\$36,371	\$26,192	\$15,860	\$5,338					\$1,186,908	
			Total	\$341,371	\$331,192	\$320,860	\$310,338					\$6,066,908	
19	3/29/2013	Sewer Interceptor #1 \$956,875	Principal	\$51,354	\$52,470	\$53,611	\$54,775					\$749,556	
			Interest	\$4,244	\$3,217	\$2,168	\$1,096					\$134,260	
			Total	\$55,598	\$55,687	\$55,779	\$55,871					\$883,816	
20	1/23/2014	Spring Street School \$635,000	Principal									\$440,000	
			Interest									\$43,400	
			Total									\$483,400	
21	1/23/2014	Light Plant Upgrade - CenTech \$6,000,000	Principal	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000				\$5,100,000	
			Interest	\$52,800	\$42,600	\$32,400	\$22,200	\$12,000				\$1,507,500	
			Total	\$352,800	\$342,600	\$332,400	\$322,200	\$312,000				\$6,607,500	
22	1/7/2015	Sewer Interceptor #2 \$4,146,710	Principal	\$208,149	\$212,672	\$217,295	\$222,017	\$226,842	\$231,772				\$3,496,728
			Interest	\$26,375	\$22,212	\$17,959	\$13,613	\$9,172	\$4,635				\$704,751
			Total	\$234,524	\$234,884	\$235,253	\$235,629	\$236,014	\$236,408				\$4,201,479
23	7/28/2016	Library Project \$9,745,000	Principal	\$485,000	\$485,000	\$485,000	\$485,000	\$485,000	\$485,000	\$485,000	\$485,000	\$485,000	\$9,745,000
			Interest	\$96,394	\$86,391	\$75,781	\$64,263	\$50,925	\$36,375	\$21,825	\$7,275		\$3,059,053
			Total	\$581,394	\$571,391	\$560,781	\$549,263	\$535,925	\$521,375	\$506,825	\$492,275		\$12,804,053
Existing Debt Service													
	Total Principal	Principal	\$2,349,503	\$2,355,142	\$2,360,906	\$1,366,792	\$1,011,842	\$716,772	\$485,000	\$485,000	\$485,000	\$62,476,815	
	Total Interest	Interest	\$321,184	\$244,362	\$165,418	\$106,509	\$72,097	\$41,010	\$21,825	\$7,275		\$14,093,965	
	Total Payment	Total	\$2,670,686	\$2,599,504	\$2,526,323	\$1,473,301	\$1,083,939	\$757,783	\$506,825	\$492,275		\$76,570,780	

**FIGURE SEVEN
COMBINED DEBT SERVICE SCHEDULE
ADJUSTED FOR OFFSETTING REVENUE**

Issue No.	Date of Issue/Re-Issue	Purpose	Type of Payment	2030	2031	2032	2033	2034	2035	2036	2037	Total
Existing Debt Service by Funding Source												
		Tax Levy (Within Levy Limit)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100,975
		Tax Levy (Exempted)		\$2,027,765	\$1,966,333	\$1,902,891	\$859,601	\$535,925	\$521,375	\$506,825	\$492,275	\$62,929,300
		Light		\$352,800	\$342,600	\$332,400	\$322,200	\$312,000	\$0	\$0	\$0	\$6,715,125
		CATV		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Sewer		\$290,122	\$290,571	\$291,032	\$291,500	\$236,014	\$236,408	\$0	\$0	\$5,186,687
		Title V		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$85,718
		Water		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$552,975
		Total		\$2,670,686	\$2,599,504	\$2,526,323	\$1,473,301	\$1,083,939	\$757,783	\$506,825	\$492,275	\$76,570,780
		Tax Levy (Exempted)		\$2,027,765	\$1,966,333	\$1,902,891	\$859,601	\$535,925	\$521,375	\$506,825	\$492,275	\$62,929,300
		SBA Funding (Floral)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		SBA Funding (HS)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$16,588,170)
		Bond Reserve Account		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Oak Middle MSBA		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$284,697)
		Sherwood Middle Bond Premium		(\$10,121)	(\$6,145)	(\$2,048)	\$0	\$0	\$0	\$0	\$0	(\$454,480)
		CenTech North Bond Premium		(\$421)	(\$303)	(\$183)	(\$62)	\$0	\$0	\$0	\$0	(\$13,715)
		Net Tax Levy Exempted		\$2,017,223	\$1,959,885	\$1,900,660	\$859,539	\$535,925	\$521,375	\$506,825	\$492,275	\$45,588,238
		Tax Rate Impact*	\$5.434 B	\$0.37	\$0.36	\$0.35	\$0.16	\$0.10	\$0.10	\$0.09	\$0.09	
		Average Res Tax Bill (Outside Levy Limit)*	\$411,049	\$152.60	\$148.26	\$143.78	\$65.02	\$40.54	\$39.44	\$38.34	\$37.24	

**FIGURE EIGHT
FREE CASH
FISCAL YEAR 1995 TO 2016**

FISCAL YEAR END	BALANCE AS OF 7/1	AMOUNT APPROPRIATED	FOLLOWING YEAR BALANCE	GAIN/(LOSS)
2017	\$4,603,965 *			
2016	\$6,098,965 **	\$3,800,000	\$4,603,965	(\$1,495,000)
2015	\$5,092,731	\$3,254,209	\$6,098,965	\$1,006,234
2014	\$5,580,257	\$3,500,000	\$5,092,731	(\$487,526)
2013	\$5,062,332	\$3,250,003	\$5,580,257	\$517,925
2012	\$5,591,137	\$4,157,713	\$5,062,332	(\$528,805)
2011	\$6,002,067	\$3,567,495	\$5,591,137	(\$410,930)
2010	\$5,845,970	\$3,896,791	\$6,002,067	\$156,097
2009	\$4,778,074	\$1,931,069	\$5,845,970	\$1,067,896
2008	\$4,597,946	\$1,810,000	\$4,778,074	\$180,128
2007	\$4,850,038	\$3,500,000	\$4,597,946	(\$252,092)
2006	\$4,185,519	\$2,500,000	\$4,850,038	\$664,519
2005	\$1,930,113	\$1,750,000	\$4,185,519	\$2,255,406
2004	\$2,837,137	\$2,500,000	\$1,930,113	(\$907,024)
2003	\$3,616,392	\$2,880,000	\$2,837,137	(\$779,255)
2002	\$6,858,300	\$6,113,416	\$3,616,392	(\$3,241,908)
2001	\$4,087,506	\$2,077,612	\$6,858,300	\$2,770,794
2000	\$2,884,606	\$1,416,000	\$4,087,506	\$1,202,900
1999	\$5,588,576	\$2,478,000	\$2,884,606	(\$2,703,970)
1998	\$4,611,834	\$3,010,784	\$5,588,576	\$976,742
1997	\$4,555,647	\$3,418,656	\$4,611,834	\$56,187
1996	\$2,996,394	\$1,300,000	\$4,555,647	\$1,559,253
1995	\$3,909,803	\$3,294,500	\$2,996,394	(\$913,409)

*The projected Free Cash balance for July 1, 2017, does meet the objective set by the Board of Selectmen on December 13, 2016 that seeks to maintain a Free Cash and Stabilization balance of no less than 4.0% of the total operating budget that is to be adopted at the May 2017 Annual Town Meeting. Stabilization balance as of 1/25/2017 was \$813,951. 4% of proposed operating budget is \$4,737,411. Balance assumes no adjustment for water turnback or excess water receipts via Schedule A.

** Balance was reduced via transfer to Water Improvements in the amount of \$495,000

Indicates balance influenced by bond premium that was run through Free Cash in the amount of \$2,385,000

**FIGURE NINE
TRIAL RECAPITULATION - FISCAL YEAR 2018
Based on Fiscal Projection Number One**

REVENUE

TAXATION	\$67,415,778
NEW GROWTH	\$750,000
EXEMPTED TAX LEVY	\$4,942,773
STATE AID	\$22,975,561
SBAB PAYMENT	\$2,764,695
OVERESTIMATES	\$0
SCHEDULE A RECEIPTS	\$14,385,000
SOLID WASTE ENTERPRISE	\$878,500
RETAINED EARNINGS SOLID WASTE ENTERPRISE	\$45,000
FREE CASH (Includes 20k STM)	\$3,300,000
OTHER AVAILABLE FUNDS	
Sale of Cemetery Lots	\$18,000
Sewer Surplus (Includes 25k STM)	\$8,071,748
Sewer I&I Account	\$360,000
Light Revenue	\$564,225
CATV Revenue	\$0
Highway Improvements	\$0
Title V Loan Repayments	\$15,100
Water System Improvements (STM)	\$315,000
Account Transfer	\$82,486
Cemetery Trust/Stabilization	\$25,000
Water Conservation Fund	\$50,000
Bond Interest Reserve	\$17,000
FREE CASH (REDUCE LEVY)	\$500,000
MUNICIPAL LIGHT (REDUCE LEVY)	\$237,569
CATV REVENUE (REDUCE LEVY)	\$800,000

Total Revenue \$128,513,435

\$73,108,551	Taxation
\$22,975,561	State Aid
\$2,764,695	SBAB Payment
\$14,385,000	Local Receipts
\$923,500	Solid Waste Enterprise
\$3,300,000	Free Cash
\$9,518,559	Other Funds
\$500,000	Free Cash (Levy)
\$237,569	Light (Levy)
\$800,000	CATV (Levy)
\$128,513,435	

CHARGES

CHERRY SHEET OFFSETS	\$176,298
CMRPC	\$9,706
STATE AND COUNTY CHARGES	\$1,233,800
OVERLAY	\$600,000
OVERLAY DEFICIT	\$0
SPECIAL TOWN MEETING (12/5/2016) (20k FC; 25k SS; 315k WatStm)	\$360,000
ATM/STM RESERVE	\$442,972
MEDICAL EXPENSES POLICE AND FIRE	\$5,000
FY 2017 DEFICITS	\$250,000
OPERATING BUDGET	\$118,435,283
SOLID WASTE ENTERPRISE	\$1,811,917
SALE OF LOTS	\$18,000
CAPITAL BUDGET	
P Replacement of marked cruiser	\$38,000
P Replacement of marked cruiser	\$38,000
P Replacement of marked cruiser	\$38,000
P Replacement of unmarked cruiser	\$32,000
P/F Replace/Upgrade Radio Repeaters	\$30,000
F Truck Lift for HQ	\$44,000
F Paint/Engine Refurb Rescue-1	\$65,000
H Dump Truck/Sander 6whl.Tr#13 (#7 to Backup)	\$150,000
PB Replace Van #39	\$23,000
PB High School repair brick window sills	\$55,000
PKS Replace Truck #85 3/4 ton	\$30,478
PKS Resurface Dean Park Tennis courts	\$30,000
PB Spring Street School - Repave parking/etc.	\$261,000
PB High School-paint interior walls/trim	\$54,000
PKS Facilities Master Plan	\$36,145
C Cemetery Paving	\$25,000
W Replace Pickup w/Utility & Plow Setup (#61)	\$57,000

\$2,019,804	Charges
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\$6,014,162	General Government
\$8,761,823	Public Safety
\$5,549,124	Retirement
\$10,368,724	Public Works
\$718,649	Human Services
\$1,738,152	Culture & Recreation
\$61,600,000	School Department
\$9,432,153	Debt and Interest
\$14,252,496	Unclassified (Op Sprt)
\$118,435,283	

	Solid Waste Enterprise
\$1,181,617	Collection
\$448,800	Disposal
\$181,500	Expenses
\$1,811,917	

	Capital Budget
\$842,137	From Free Cash
\$82,486	From Article Transfers
	From Taxation
\$114,000	From Taxation (Water)
\$0	From Water System Improvements
\$25,000	From Cemetery Trust
\$1,063,623	

**FIGURE NINE
TRIAL RECAPITULATION - FISCAL YEAR 2018
Based on Fiscal Projection Number One**

W Replace Pickup w/Utility & Plow Setup (#67)	\$57,000
STORM DRAIN CONSTRUCTION	\$250,000
NPDES STORMWATER COMPLIANCE	\$50,000
TRANSFER TO OPEB TRUST - WATER	\$67,549
WATER MAIN CLEANING	\$300,000
WATER MAIN REPLACEMENT	\$525,000
WMA PERMIT COMPLIANCE/MITIGATION ACTIVITES	\$50,000
WATER SYSTEM IMPROVEMENTS	\$380,993
POOR FARM BROOK MITIGATION FUND	\$5,000
TRANSFER TO OPEB TRUST - SEWER	\$18,294
SEWER I & I PROGRAM	\$360,000
SEWER PUMP STATION EVALUATION	\$300,000
TELEMETERY UPGRADE SEWER PUMP STATIONS	\$300,000
SEWER DESIGN - HARTFORD TURNPIKE	\$325,000
SEWER PUMP STATION IMPROVEMENTS	\$1,100,000
COUNSELING AND EDUCATIONAL SERVICES	\$75,000
Total Charges	\$128,513,435
Surplus/(Deficit)	\$0

Warrant Articles	
\$822,972	From Taxation
\$250,000	From Free Cash
\$1,328,542	From Various Water Funding
\$2,403,294	From Sewer Revenue
\$360,000	From Transfers (STM)
\$18,000	Sale of Lots
\$5,182,808	

\$2,019,804	Charges
\$118,435,283	Operating Budget
\$1,811,917	Solid Waste Enterprise
\$1,063,623	Capital Budget
\$5,182,808	Warrant Articles
\$128,513,435	

ADDITIONAL FUNDING CONSIDERATIONS	
REDUCTION IN THE USE OF FREE CASH	\$300,000
SCHOOL BUDGET TO \$64,083,917 (6.1% INCREASE)	\$2,483,917
ASSISTANT TOWN ENGINEER	\$75,608
CAPITAL BUDGET TO \$1,472,061 TO MAINTAIN OVERRIDE ALLOCATION*	
WIDENING & IMPROVING PUBLIC WAYS	\$150,000
SIDEWALK CONSTRUCTION	\$350,000
	\$500,000
TOTAL ADDITIONAL FUNDING CONSIDERATIONS	\$3,859,525

*June 2014 Override Allocation	
Initial FY 2015 Capital Budget	\$422,000
Supplemental FY 2015 Capital Budget	\$944,955
	\$1,366,955
	FY 2016 \$1,401,129
	FY 2017 \$1,436,157
	FY 2018 \$1,472,061
Current FY 2018 Capital Budget	\$1,338,623
	Difference \$97,534

**FIGURE TEN
CAPITAL BUDGET SUMMARY
FISCAL YEAR 2018 TO 2022**

Project	Project Value	Schedule of Project Cost by Years				
		FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Engineering						
Widening & Improving Public Ways	\$750,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
NPDES Stormwater Compliance	\$4,000,000	\$475,000	\$675,000	\$925,000	\$950,000	\$975,000
DCR ODS required Dam Inspections	\$8,850	\$4,000	\$0	\$0	\$0	\$4,850
Department Total	\$4,758,850	\$629,000	\$825,000	\$1,075,000	\$1,100,000	\$1,129,850
Fire						
Pickup Truck	\$48,000	\$0	\$48,000	\$0	\$0	\$0
Engine-2 Replacement	\$700,000	\$0	\$700,000	\$0	\$0	\$0
SCBA Packs Replacement	\$235,000	\$0	\$235,000	\$0	\$0	\$0
Rescue-1 Replacement	\$800,000	\$0	\$0	\$0	\$0	\$800,000
Paint/Engine Refurb Rescue-1	\$65,000	\$65,000	\$0	\$0	\$0	\$0
Car 2 Replacement	\$49,000	\$49,000	\$0	\$0	\$0	\$0
Truck Lift for HQ	\$44,000	\$44,000	\$0	\$0	\$0	\$0
Department Total	\$1,941,000	\$158,000	\$983,000	\$0	\$0	\$800,000
Fire/Police Joint Project						
Replace/Upgrade Radio Repeaters	\$150,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Department Total	\$150,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Highway						
Storm Drain Construction	\$1,250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Sidewalk Construction	\$1,750,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
Street Resurfacing Account	\$2,500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Dump Truck/Sander 6whl.Tr#10, #13,#3	\$690,000	\$0	\$230,000	\$0	\$230,000	\$230,000
Cabin, chassis with plows (#7)	\$150,000	\$150,000	\$0	\$0	\$0	\$0
Street Sweeper (#36 and #34)	\$410,000	\$0	\$205,000	\$0	\$205,000	\$0
All Whl.Drive Dump/Sander w/plow 45,000 GVW (#5)	\$250,000	\$0	\$0	\$250,000	\$0	\$0
All Whl.Drive Dump truck w/plow 18,000GVW replace Tr#21 & #23	\$140,000	\$0	\$0	\$140,000	\$0	\$0
Catch Basin Cleaner (#11)	\$260,000	\$260,000	\$0	\$0	\$0	\$0

**FIGURE TEN
CAPITAL BUDGET SUMMARY
FISCAL YEAR 2018 TO 2022**

Project	Project Value	Schedule of Project Cost by Years				
		FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Tractor w/Boom mower (new)	\$105,000	\$0	\$105,000	\$0	\$0	\$0
Replace Backhoe	\$135,000	\$0	\$0	\$0	\$135,000	\$0
Pave parking lots@Highway, Water, Sewer & Parks-207 & 211 South St	\$300,000	\$300,000	\$0	\$0	\$0	\$0
Chipper-replace 1992 Bandit	\$65,000	\$0	\$65,000	\$0	\$0	\$0
Snow blower attachment for Loaders	\$145,000	\$0	\$0	\$0	\$0	\$145,000
Sidewalk snow blower-replace bombardier	\$150,000	\$0	\$0	\$150,000	\$0	\$0
Department Total	\$8,300,000	\$1,810,000	\$1,705,000	\$1,640,000	\$1,670,000	\$1,475,000
Library						
Upgrade of one third of library computers. Thirty-three computers at \$1,100 each.	\$36,300	\$0	\$0	\$0	\$36,300	\$0
Upgrade of one third of library computers. Thirty-three computers at \$1,100 each.	\$36,300	\$0	\$0	\$0	\$0	\$36,300
Department Total	\$72,600	\$0	\$0	\$0	\$36,300	\$36,300
Parks and Cemetery						
Replacement of Trucks	\$30,478	\$30,478	\$0	\$0	\$0	\$0
Replacement of Dump Truck #84	\$60,500	\$0	\$60,500	\$0	\$0	\$0
Resurface Dean Park Tennis courts	\$30,000	\$30,000	\$0	\$0	\$0	\$0
New Guard rail (Maple Ave & Dean)	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Facilities Master Plan	\$36,145	\$36,145	\$0	\$0	\$0	\$0
Replace Upper Dean Sports Lights	\$295,000	\$0	\$295,000	\$0	\$0	\$0
Resurface Oak Middle Track	\$85,000	\$85,000	\$0	\$0	\$0	\$0
Replace 2003 Toro Mower	\$64,411	\$0	\$64,411	\$0	\$0	\$0
Lake Street Park Field Improvements	\$450,000	\$0	\$450,000	\$0	\$0	\$0
Maple Ave Recreation Area Improvements	\$450,000	\$50,000	\$0	\$400,000	\$0	\$0
Municipal Drive Field Renovations	\$415,000	\$0	\$0	\$0	\$415,000	\$0
Roof Repairs (Dean & Maple)	\$20,000	\$20,000	\$0	\$0	\$0	\$0
Playground Improvements	\$390,000	\$40,000	\$0	\$150,000	\$100,000	\$100,000
Sand Pro Replacement	\$25,000	\$0	\$0	\$0	\$25,000	\$0
Pave Dean Park Trail	\$150,000	\$0	\$0	\$0	\$0	\$150,000

**FIGURE TEN
CAPITAL BUDGET SUMMARY
FISCAL YEAR 2018 TO 2022**

Project	Project Value	Schedule of Project Cost by Years				
		FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Cemetery Road Paving	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Cemetery Expansion Master Plan	\$100,000	\$0	\$0	\$100,000	\$0	\$0
Cemetery Columbarium # 2	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Department Total	\$2,701,534	\$341,623	\$869,911	\$650,000	\$540,000	\$300,000
Planning and ED						
Zoning Bylaw Rewrite and Recodification	\$50,000	\$30,000	\$20,000	\$0	\$0	\$0
Department Total	\$50,000	\$30,000	\$20,000	\$0	\$0	\$0
Police						
Replacement Marked Vehicles	\$649,000	\$114,000	\$152,000	\$114,000	\$152,000	\$117,000
Replacement Unmarked Vehicles	\$99,000	\$32,000	\$0	\$33,000	\$0	\$34,000
Department Total	\$748,000	\$146,000	\$152,000	\$147,000	\$152,000	\$151,000
Public Buildings						
Spring Street School - Repave parking/etc.	\$261,000	\$261,000	\$0	\$0	\$0	\$0
Police Station-Additional Space	\$12,000,000	\$12,000,000	\$0	\$0	\$0	\$0
High School-paint interior walls/trim	\$54,000	\$54,000	\$0	\$0	\$0	\$0
High School repair brick window sills	\$55,000	\$55,000	\$0	\$0	\$0	\$0
Replace Van #39	\$23,000	\$23,000	\$0	\$0	\$0	\$0
Town Hall-replace roof shingles	\$50,000	\$0	\$50,000	\$0	\$0	\$0
Oak Middle School- replace various aluminum hardware	\$75,000	\$0	\$75,000	\$0	\$0	\$0
Senior Center-replace boiler	\$48,000	\$0	\$48,000	\$0	\$0	\$0
Floral St. & High School- Remove underground 10,000 gal oil tanks	\$218,000	\$0	\$218,000	\$0	\$0	\$0
Oak Middle School- remove 10,000 gal oil tank	\$93,100	\$0	\$0	\$93,100	\$0	\$0

**FIGURE TEN
CAPITAL BUDGET SUMMARY
FISCAL YEAR 2018 TO 2022**

Project	Project Value	Schedule of Project Cost by Years				
		FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Coolidge-replace air handling units in gym and cafeteria	\$401,250	\$0	\$0	\$401,250	\$0	\$0
High School-re-seam roof	\$351,142	\$0	\$0	\$0	\$351,142	\$0
Coolidge replace fire alarm system	\$203,610	\$0	\$0	\$0	\$203,610	\$0
Paton - Kitchen Renovation	\$375,000	\$0	\$0	\$0	\$0	\$375,000
Floral Street- repave main driveways	\$120,000	\$0	\$0	\$0	\$0	\$120,000
Department Total	\$14,328,102	\$12,393,000	\$391,000	\$494,350	\$554,752	\$495,000
Sewer						
Inflow & Infiltration Work	\$3,910,000	\$360,000	\$1,450,000	\$400,000	\$1,450,000	\$250,000
Sewer Pump Station Evaluation	\$1,500,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Radio Telemetry Changeover	\$600,000	\$300,000	\$300,000	\$0	\$0	\$0
Hartford Turnpike Sewer Construction	\$4,825,000	\$325,000	\$4,500,000	\$0	\$0	\$0
Sewer Pump Station Improvements	\$3,100,000	\$1,100,000	\$500,000	\$500,000	\$500,000	\$500,000
Equipment Replacement	\$100,000	\$0	\$100,000	\$0	\$0	\$0
Department Total	\$14,035,000	\$2,385,000	\$7,150,000	\$1,200,000	\$2,250,000	\$1,050,000
Water						
Biological Filtration Plant	\$4,750,000	\$900,000	\$1,000,000	\$950,000	\$950,000	\$950,000
Water Main Cleaning (Ice Pigging Process)	\$1,200,000	\$300,000	\$300,000	\$200,000	\$200,000	\$200,000
Water Main Replacement	\$4,025,000	\$400,000	\$1,000,000	\$1,200,000	\$900,000	\$525,000
Equipment Replacement	\$568,000	\$114,000	\$114,000	\$155,000	\$125,000	\$60,000
Building Addition & Modifications	\$9,950,000	\$0	\$9,950,000	\$0	\$0	\$0
Department Total	\$20,493,000	\$1,714,000	\$12,364,000	\$2,505,000	\$2,175,000	\$1,735,000
Overall Total	\$67,578,086	\$19,636,623	\$24,489,911	\$7,741,350	\$8,508,052	\$7,202,150

**FIGURE TEN-A
CAPITAL BUDGET RECOMMENDATIONS
FISCAL YEAR 2018**

Department	Project	Amount	Cummulative Total	Funding Source	Tier	Comment
Police	Replace Marked Cruiser	\$38,000	\$38,000	Taxation	1	Include in Capital Budget Warrant Article
Police	Replace Marked Cruiser	\$38,000	\$76,000	Taxation	1	Include in Capital Budget Warrant Article
Police	Replace Marked Cruiser	\$38,000	\$114,000	Taxation	1	Include in Capital Budget Warrant Article
Police/Fire	Replace/Upgrade Radio Repeaters	\$30,000	\$144,000	Taxation	1	Include in Capital Budget Warrant Article
Fire	Truck Lift for HQ	\$44,000	\$188,000	Taxation	2	Include in Capital Budget Warrant Article
Fire	Paint/Engine Refurb Rescue-1	\$65,000	\$253,000	Taxation	2	Include in Capital Budget Warrant Article
Highway	Dump Truck/Sander 6whl.Tr#13 (#7 to Backup)	\$150,000	\$403,000	Taxation	2	Include in Capital Budget Warrant Article
Police	Replace Unmarked Cruiser	\$32,000	\$435,000	Taxation	2	Include in Capital Budget Warrant Article
Pub Bldg	Replace Van #39	\$23,000	\$458,000	Taxation	2	Include in Capital Budget Warrant Article
Pub Bldg	High School repair brick window sills	\$55,000	\$513,000	Taxation	2	Include in Capital Budget Warrant Article
Parks	Replace Truck #85 3/4 ton	\$30,478	\$543,478	Taxation	2	Include in Capital Budget Warrant Article
Parks	Resurface Dean Park Tennis courts	\$30,000	\$573,478	Taxation	2	Include in Capital Budget Warrant Article
Pub Bldg	Spring Street School - Repave parking/etc.	\$261,000	\$834,478	Taxation	2	Include in Capital Budget Warrant Article
Pub Bldg	High School-paint interior walls/trim	\$54,000	\$888,478	Taxation	2	Include in Capital Budget Warrant Article
Engineering	NPDES Stormwater Compliance (Value Adjusted)	\$50,000	\$938,478	Taxation	2	Separate Warrant Article
Highway	Storm Drain Construction	\$250,000	\$1,188,478	Taxation	2	Separate Warrant Article
Parks	Facilities Master Plan	\$36,145	\$1,224,623	Taxation	2	Include in Capital Budget Warrant Article
Engineering	Widening & Improving Public Ways	\$150,000	\$1,374,623	Taxation	3	Additional Spending Consideration
Highway	Sidewalk Construction	\$350,000	\$1,724,623	Taxation	3	Additional Spending Consideration
Fire	Replace Car #2	\$49,000	\$1,773,623	Taxation	3	Additional Spending Consideration
Highway	Catch Basin Cleaner (#11)	\$260,000	\$2,033,623	Taxation	3	Not Recommended for Funding
Parks	New Guard rail (Maple Ave & Dean)	\$25,000	\$2,058,623	Taxation	3	Not Recommended for Funding
Parks	Maple Ave Recreation Area Improvements	\$50,000	\$2,108,623	Taxation	3	Not Recommended for Funding
Parks	Resurface Oak Middle Track	\$85,000	\$2,193,623	Taxation	3	Not Recommended for Funding
Parks	Playground Improvements	\$40,000	\$2,233,623	Taxation	3	Not Recommended for Funding
Highway	Street Resurfacing Account	\$500,000	\$2,733,623	Taxation	4	Not Recommended for Funding
Highway	Pave parking lots@207 & 211 South St	\$300,000	\$3,033,623	Taxation	4	Not Recommended for Funding
Parks	Roof Repairs (Dean & Maple)	\$20,000	\$20,000	Donation	1	To be Funded Via Donation
Engineering	DCR ODS required Dam Inspections	\$4,000	\$4,000	Use Existing	1	Funds are on Account
Cemetery	Cemetery Road Paving	\$25,000	\$25,000	Trust	1	Include in Capital Budget Warrant Article
Planning	Zoning Bylaw Rewrite and Recodification	\$30,000	\$30,000	PB/Use Fees	1	To be Expended Without Appropriation

**FIGURE TEN-A
CAPITAL BUDGET RECOMMENDATIONS
FISCAL YEAR 2018**

Department	Project	Amount	Cummulative Total	Funding Source	Tier	Comment
Pub Bldg	Police Station-Additional Space	\$12,000,000	\$12,000,000	Bond	4	Not Recommended for Funding
Sewer	Inflow & Infiltration Work	\$360,000	\$360,000	I & I Account	1	Separate Warrant Article
Sewer	Sewer Pump Station Evaluation	\$300,000	\$660,000	Sewer Revenue	1	Separate Warrant Article
Sewer	Radio Telemetry Changeover	\$300,000	\$960,000	Sewer Revenue	1	Separate Warrant Article
Sewer	Hartford Turnpike Sewer Construction	\$325,000	\$1,285,000	Sewer Revenue	1	Separate Warrant Article
Sewer	Sewer Pump Station Improvements	\$1,100,000	\$2,385,000	Sewer Revenue	1	Separate Warrant Article
Water	Water Main Cleaning	\$300,000	\$300,000	Water Revenue	1	Separate Warrant Article
Water	Water Main Replacement (Lake Street)	\$525,000	\$825,000	Water Revenue	1	Separate Warrant Article
Water	Replace Pickup Truck w/Utility & Plow #67	\$57,000	\$882,000	Water Revenue	1	Include in Capital Budget Warrant Article
Water	Replace Pickup Truck w/Utility & Plow #61	\$57,000	\$939,000	Water Revenue	1	Include in Capital Budget Warrant Article
Water	WMA Compliance	\$50,000	\$989,000	Water Revenue	1	Separate Warrant Article

**FIGURE ELEVEN
HEALTH INSURANCE ENROLLMENT TRENDS
FISCAL YEAR 2004 TO 2017**

Plan Totals		FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17
H/P Select	Fam	9	5	0	0	0	0	0	0	0	0	0	0	0	0
H/P PPO	Fam			1	3	2	2	2	0	0	0	0	0	0	0
Tufts POS	Fam			0	1	0	0	0	0	0	0	0	0	0	0
Blue Cross EPO	Fam			13	9	12	10	9	0	0	0	0	0	0	0
Tufts EPO	Fam			3	4	5	4	4	0	0	0	0	0	0	0
H/P HMO (EPO)	Fam	60	54	56	49	44	34	25	0	0	0	0	0	0	0
Fallon (Select in FY 04)	Fam	188	234	242	254	266	121	82	0	0	0	0	0	0	0
Fallon - Direct	Fam	95	92	93	95	105	34	23	0	0	0	0	0	0	0
Blue Cross Rate Saver	Fam						0	1	3	4	4	4	3	3	3
Tufts Rate Saver	Fam						0	1	4	6	7	7	7	4	4
H/P HMO Rate Saver	Fam						3	9	32	27	34	40	25	20	17
Fallon Select Rate Saver	Fam						165	209	306	342	350	344	340	330	318
Fallon Direct Rate Saver	Fam						61	59	81	78	76	81	68	58	51
		352	385	408	415	434	434	424	426	457	471	476	443	415	393
Blue Cross Benchmark	Fam												2	2	4
Tufts Benchmark	Fam												0	0	3
HP Benchmark	Fam												2	2	3
Fallon Select Benchmark	Fam												16	32	54
Fallon Direct Benchmark	Fam												6	12	14
													26	48	78
H/P Select	Ind	10	12										0	0	0
H/P PPO	Ind			5	5	4	4	5	5	6	4	4	3	3	1
Tufts POS	Ind			0	0	0	0	0	0	0	0	0	0	0	0
Blue Cross EPO	Ind			9	11	13	9	6	0	0	0	0	0	0	0
Tufts EPO	Ind			2	2	4	3	3	0	0	0	0	0	0	0
H/P HMO (EPO)	Ind	90	72	65	61	57	56	53	0	0	0	0	0	0	0
Fallon (Select in FY 04)	Ind	146	180	180	192	190	102	86	0	0	0	0	0	0	0
Fallon - Direct	Ind	88	72	72	65	63	30	23	0	0	0	0	0	0	0
Blue Cross Rate Saver	Ind						0	1	2	2	1	4	3	3	2
Tufts Rate Saver	Ind						0	0	2	3	0	4	4	4	3
H/P HMO Rate Saver	Ind						1	3	53	53	47	48	52	48	38
Fallon Select Rate Saver	Ind						104	121	215	205	185	187	169	148	127
Fallon Direct Rate Saver	Ind						35	42	57	51	48	45	46	43	39
		334	336	333	336	331	344	343	334	320	285	292	277	249	210

**FIGURE ELEVEN
HEALTH INSURANCE ENROLLMENT TRENDS
FISCAL YEAR 2004 TO 2017**

Plan Totals		FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17
Blue Cross Benchmark	Ind												4	6	8
Tufts Benchmark	Ind												0	1	3
HP Benchmark	Ind												5	5	8
Fallon Select Benchmark	Ind												20	45	67
Fallon Direct Benchmark	Ind												10	25	33
													39	82	119
Pilgrim Medicare	Sr	161	159	140	139	119	106	106	151	148	165	178	173	168	176
BC MEDEX III	Sr			6	6	5	5	5	5	3	6	10	14	20	23
Tufts MC	Sr			14	15	11	12	11	22	22	26	35	41	45	55
BC Man Blue	Sr			4	4	3	2	4	4	4	4	5	6	9	5
Fallon Senior	Sr	114	115	110	105	104	102	104	141	141	141	71	77	90	99
Medicare MHO Blue	Sr				3	2	0	1	0	0	0	0	0	0	0
Tufts Medicare Preferred	Sr					1	0	1	3	7	7	60	57	51	44
First Seniority - Freedom	Sr					43	65	80	0	0	0	0	0	0	0
		275	274	274	272	288	292	312	326	325	349	359	368	383	402
Grand Total		961	995	1015	1023	1053	1070	1079	1086	1102	1105	1127	1153	1177	1202

**FIGURE TWELVE
SURPLUS REVENUE
FISCAL YEAR 1995 TO 2016**

	RECEIPTS						CHARGES		FREE CASH JULY1
	UNEXPENDED SCHOOL	APPROPRIATION TOWN	BALANCES TOTAL	EXCESS LOCAL RECEIPTS	EXCESS STATE RECEIPTS	EXCESS REAL ESTATE	TAX LEVY REDUCTION	SPECIAL ARTICLE APPROPRIATIONS	
1995	\$0	\$684,790	\$684,790	\$1,368,791	\$212,716	\$578,173	\$770,000	\$1,094,000	\$3,909,803
1996	\$14,501	\$1,008,838	\$1,023,339	\$1,401,250	\$264,215	(\$38,780)	\$770,000	\$2,524,500	\$2,996,394
1997	\$140,410	\$678,033	\$818,443	1,631,358*	\$29,708	\$305,627	\$1,030,000	\$270,000	\$4,555,647
1998	\$97,934	\$574,473	\$672,407	\$2,204,849	\$188,104	\$237,102	\$1,130,000	\$2,288,656	\$4,611,834
1999	\$58,855	\$588,350	\$647,205	2,672,911**	\$220,504	\$618,813	\$1,130,000	\$1,880,784	\$5,588,576
2000		\$529,300	\$529,300	\$446,885	\$255,716	(\$38,720)	\$1,130,000	\$1,348,000	\$2,884,606
2001	\$17,842	\$727,089	\$744,931	\$1,144,419	\$388,157	\$87,125	\$435,000	\$981,000	\$4,087,506
2002	\$1	\$934,185	\$934,186	3,687,900***	\$218,595		\$500,000	\$1,577,612	\$6,858,300
2003	\$10,000	\$1,216,670	\$1,226,670	\$2,329,608			\$728,416	\$5,385,000	\$3,616,392
2004	\$0	\$871,381	\$2,101,529	\$929,450			\$500,000	\$2,380,000	\$2,837,137
2005	\$0	\$1,629,696	\$1,629,696	\$498,843			\$500,000	\$2,000,000	\$1,930,113
2006	\$0	\$2,101,529	\$2,101,529	\$1,583,983			\$500,000	\$1,250,000	\$4,185,519
2007	\$349,032	\$1,685,900	\$2,034,932	\$593,304	\$222,844		\$500,000	\$2,000,000	\$4,850,038
2008	\$873	\$1,484,340	\$1,485,213	\$2,115,902	\$26,258		\$500,000 Adjusted	\$3,000,000 \$400,000	\$4,597,946 \$4,197,946
2009	\$200,004	\$2,566,759	\$2,766,763	(\$142,757)			\$500,000	\$1,310,000	\$4,778,074
2010	\$0	\$2,054,486	\$2,054,486	\$805,876			\$500,000 Adjusted	\$1,431,069 \$700,000	\$5,845,970 \$5,145,970
2011	\$0	\$1,574,490	\$1,574,490	\$1,791,227			\$500,000 Adjusted	\$3,396,791 \$448,000	\$6,002,067 \$5,554,067
2012	\$40	\$1,862,884	\$1,862,924	\$915,701	\$82,366		\$500,000 Adjusted	\$3,067,495 \$24,000	\$5,591,137 \$5,567,137
2013	\$0	\$1,479,387	\$1,479,387	\$1,065,164			\$500,000 Adjusted	\$3,657,713 \$266,000	\$5,062,332 \$4,796,332
2014	\$0	\$1,344,854	\$1,344,854	\$2,561,272			\$500,000 Adjusted	\$2,750,003 \$610,000	\$5,580,257 \$4,970,257
2015	\$0	\$2,057,380	\$2,057,380	\$1,316,082			\$500,000 Adjusted	\$3,000,000 \$209,000	\$5,092,731 \$4,883,731
2016	\$0	\$2,205,231	\$2,205,231	\$1,339,707			\$500,000 Adjusted (Pending)	\$2,852,697 \$495,000	\$6,098,965 \$5,603,965

- * Includes \$600,000 from Treatment Plant Lawsuit
- ** Includes \$1,688,000 in non-recurring ash revenue from Wheelabrator
- *** Includes \$ 2,384,822.59 In Bond Premiums/Accrued Interest

FIGURE THIRTEEN
Comparison of Single Family Tax Bills
Fiscal Year 2008 to 2017
for Selected Communities

Rank	Community	Ave Residential Tax Bill (2008)	Ave Residential Tax Bill (2009)	Ave Residential Tax Bill (2010)	Ave Residential Tax Bill (2011)	Ave Residential Tax Bill (2012)	Ave Residential Tax Bill (2013)	Ave Residential Tax Bill (2014)	Ave Residential Tax Bill (2015)	Ave Residential Tax Bill (2016)	Ave Residential Tax Bill (2017)	Change 2016 to 2017
1	Leicester	\$2,633	\$2,690	\$2,726	\$2,805	\$2,905	\$2,989	\$3,072	\$3,085	\$3,171	\$3,346	\$175
2	Fitchburg	\$2,584	\$2,630	\$2,687	\$2,820	\$2,913	\$2,981	\$3,078	\$3,222	\$3,355	\$3,535	\$180
3	Oxford	\$2,714	\$2,839	\$2,909	\$2,979	\$3,071	\$3,182	\$3,313	N/A	\$3,662	\$3,652	(\$10)
4	Northbridge	\$2,846	\$3,072	\$3,001	\$3,173	\$3,390	\$3,234	\$3,517	\$3,565	\$3,693	\$3,848	\$155
5	Worcester	\$3,112	\$3,162	\$3,129	\$3,307	\$3,363	\$3,492	\$3,643	\$3,756	\$3,871	\$3,898	\$27
6	Clinton	\$2,947	\$3,028	\$3,098	\$3,106	\$3,274	\$3,360	\$3,500	\$3,631	\$3,944	\$4,017 *	\$73
7	Millbury	\$3,093	\$3,124	\$3,268	\$3,320	\$3,378	\$3,495	\$3,634	\$3,847	\$3,895	\$4,076	\$181
8	Bellingham	\$3,040	\$3,184	\$3,301	\$3,473	\$3,589	\$3,710	\$3,771	\$3,772	\$3,930	\$4,111 *	\$181
9	Auburn	\$2,917	\$3,016	\$3,229	\$3,422	\$3,547	\$3,653	\$3,794	\$3,935	\$4,214	\$4,405 *	\$191
10	Leominster	\$3,104	\$3,206	\$3,296	\$3,477	\$3,640	\$3,771	\$3,961	\$4,161	\$4,391	\$4,565 *	\$174
11	Norwood	\$3,163	\$3,268	\$3,442	\$3,662	\$3,862	\$4,034	\$4,205	\$4,376	\$4,443	\$4,658	\$215
12	Billerica	\$3,873	\$3,958	\$4,077	\$4,246	\$4,366	\$4,468	\$4,566	\$4,563	\$4,683	\$4,784	\$101
13	Milford	\$3,915	\$3,952	\$4,215	\$4,236	\$4,323	\$4,455	\$4,489	\$4,652	\$4,737	\$4,863 *	\$126
14	Marlborough	N/A	N/A	N/A	\$4,280	\$4,476	\$4,540	\$4,655	\$4,790	\$4,820	\$4,941	\$121
15	West Boylston	\$4,066	\$4,132	\$4,192	\$4,260	\$4,349	\$4,420	\$4,451	\$4,715	\$4,885	\$5,123	\$238
16	Holden	\$3,809	\$3,992	\$4,102	\$4,238	\$4,401	\$4,523	\$4,692	\$4,822	\$4,801	\$5,155 *	\$354
17	Shrewsbury	\$3,656	\$3,824	\$3,893	\$3,955	\$4,139	\$4,322	\$4,483	\$5,030	\$5,178	\$5,274	\$96
18	Sterling	\$4,312	\$4,494	\$4,449	\$4,417	\$4,545	\$4,635	\$4,779	\$4,966	\$5,267	\$5,441	\$174
19	Sutton	\$3,889	\$4,022	\$4,197	\$4,328	\$4,607	\$4,845	\$5,129	\$5,232	\$5,424	\$5,507	\$83
20	Danvers	\$4,231	\$4,391	\$4,577	\$4,688	\$4,883	\$5,085	\$5,215	\$5,350	\$5,572	\$5,781 *	\$209
21	Hudson	\$3,703	\$3,888	\$4,098	\$4,210	\$4,485	\$4,700	\$4,856	\$5,080	\$5,447	\$5,822 *	\$375
22	Paxton	\$4,156	\$4,256	\$4,911	\$4,830	\$4,948	\$5,140	\$5,202	\$5,390	\$5,565	\$5,834	\$269
23	Tewksbury	\$3,850	\$3,946	\$4,034	\$4,160	\$4,712	\$4,888	\$5,066	\$5,355	\$5,615	\$5,840	\$225
24	Grafton	\$3,923	\$4,016	\$4,281	\$4,491	\$4,771	\$5,053	\$5,146	\$5,620	\$5,732	\$5,978	\$246
25	Franklin	\$4,210	\$4,298	\$4,436	\$4,676	\$4,842	\$4,990	\$5,260	\$5,657	\$5,775	\$6,004	\$229
26	Framingham	\$4,821	\$4,735	\$4,979	\$5,197	\$5,774	\$5,783	\$5,922	\$5,952	\$6,065	\$6,138	\$73
27	Foxborough	\$4,424	\$4,507	\$4,633	\$4,994	\$5,174	\$5,466	\$5,583	\$5,768	\$6,021	\$6,207 *	\$186
28	Boylston	\$4,810	\$4,814	\$4,992	\$5,234	\$5,710	\$5,764	\$5,848	\$5,897	\$5,925	\$6,214 *	\$289
29	Mansfield	\$4,823	\$4,849	\$4,992	\$5,176	\$5,164	\$5,370	\$5,628	\$5,816	\$6,053	\$6,255	\$202
30	Berlin	\$4,999	\$5,139	\$5,127	\$5,352	\$5,583	\$5,554	\$5,742	\$5,584	\$5,775	\$6,365 *	\$590
31	Canton	\$4,566	\$4,894	\$5,008	\$5,344	\$5,526	\$5,729	\$5,805	\$6,066	\$6,285	\$6,447	\$162
32	Millis	\$4,842	\$5,098	\$4,979	\$5,221	\$5,226	\$5,540	\$5,802	\$6,027	\$6,228	\$6,629 *	\$401
33	Chelmsford	\$5,105	\$5,069	\$5,267	\$5,427	\$5,653	\$5,799	\$6,119	\$6,329	\$6,540	\$6,912 *	\$372
34	Ashland	\$5,338	\$5,493	\$5,642	\$5,800	\$5,958	\$6,125	\$6,351	\$6,555	\$6,790	\$7,013	\$223
35	Medway	\$5,511	\$5,733	\$5,901	\$5,992	\$6,105	\$6,336	\$6,459	\$6,610	\$6,825	\$7,022 *	\$197
36	Upton	\$4,800	\$4,881	\$5,040	\$5,446	\$5,630	\$5,809	\$6,016	\$6,200	\$6,891	\$7,066 *	\$175
37	Northborough	\$5,556	\$5,774	\$5,992	\$5,972	\$6,114	\$6,181	\$6,225	\$6,485	\$6,850	\$7,098	\$248
38	Natick	\$4,829	\$5,223	\$5,282	\$5,561	\$6,015	\$6,216	\$6,459	\$6,630	\$6,868	\$7,144	\$276
39	Walpole	\$4,939	\$5,159	\$5,283	\$5,538	\$5,740	\$6,231	\$6,405	\$6,693	\$6,952	\$7,168	\$216
40	Holliston	\$6,015	\$6,157	\$6,434	\$6,754	\$6,916	\$7,090	\$7,220	\$7,495	\$7,819	\$8,092	\$273
41	Norfolk	\$5,894	\$6,095	\$6,161	\$6,391	\$6,927	\$7,186	\$7,368	\$7,603	\$7,946	\$8,194 *	\$248
42	Westborough	\$6,689	\$6,784	\$7,182	\$7,446	\$7,790	\$7,972	\$8,134	\$8,045	\$8,264	\$8,384	\$120
43	Andover	\$6,799	\$7,054	\$7,239	\$7,480	\$7,786	\$7,967	\$8,343	\$8,648	\$8,945	\$9,170 *	\$225
44	Hopkinton	\$7,338	\$7,508	\$7,687	\$7,904	\$8,082	\$8,285	\$8,539	\$8,885	\$8,953	\$9,216 *	\$263
45	Southborough	\$7,231	\$7,879	\$7,714	\$7,942	\$8,334	\$8,573	\$8,675	\$8,929	\$9,105	\$9,459 *	\$354
46	Acton	\$8,051	\$8,388	\$8,767	\$9,049	\$9,259	\$9,650	\$9,832	\$10,128	\$10,382	\$10,696	\$314

* Indicates communities that classified their tax rate in FY 2016

**FIGURE FOURTEEN
SOLID WASTE ENTERPRISE
FISCAL YEAR 2018**

Item	Expended FY 2011	Expended FY 2012	Expended FY 2013	Expended FY 2014	Expended FY 2015	Expended FY 2016	Budget FY 2017	Expended to 12/31/2016	Budget FY 2018	
Collection	\$1,120,980	\$1,148,202	\$1,166,268	\$1,189,593	\$1,130,156	\$1,146,950	\$1,164,154	\$584,286	\$1,181,617	6,600= tons @ \$68.00/ton 780K bags; 320k sm/460k lg
Disposal	\$452,553	\$472,943	\$466,771	\$478,224	\$449,847	\$407,944	\$435,600	\$172,255	\$448,800	
PAYT Bags	\$117,644	\$136,420	\$141,682	\$164,415	\$115,950	\$165,406	\$150,000	\$146,290	\$170,000	
Stickers	\$0	\$393	\$250	\$582	\$397	\$1,168	\$500	\$0	\$1,000	
Recycling Bins	\$7,929	\$0	\$0	\$1,744	\$3,487	\$1,825	\$3,500	\$1,744	\$3,500	
Other	\$158	\$297	\$198	\$236	\$596	\$160	\$500	\$396	\$500	
Recycling Materials	\$0	\$3,914	\$0	\$0	\$375	\$0	\$500	\$0	\$500	
Code Red	\$0	\$2,680	\$0	\$2,573	\$5,359	\$5,359	\$5,500	\$5,359	\$6,000	
Yard Waste Processing*	\$31,403	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total	\$1,730,667	\$1,764,849	\$1,775,169	\$1,837,367	\$1,706,167	\$1,728,812	\$1,760,254	\$910,330	\$1,811,917	
										\$448,800
										\$181,500
										\$1,811,917

* Some amount of reimbursement may be received from the ALB Program.

Revenue	Actual FY 2011	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Actual FY 2016	Budget FY 2016	Received to 12/31/2016	Budget FY 2017
Receipts - PAYT Bags	\$855,900	\$843,300	\$847,050	\$842,250	\$831,600	\$851,100	\$835,000	\$435,900	\$840,000
Receipts - Stickers	\$30,180	\$31,380	\$32,100	\$31,900	\$34,300	\$39,300	\$32,500	\$22,400	\$35,000
Receipts - Other*	\$10,522	\$2,853	\$2,641	\$4,297	\$3,781	\$3,824	\$3,000	\$1,684	\$3,500
Total	\$896,602	\$877,533	\$881,791	\$878,447	\$869,681	\$894,224	\$870,500	\$459,984	\$878,500
	\$200,000	\$50,000	\$60,000	\$60,000	\$30,000	\$40,000	\$40,000		\$45,000

* FY 2011 includes \$7,667 ALB

Tax Levy Impact \$888,417 (Estimated)

	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 to 10/31
Disposal Tons	10,687	7,137	6,370	6,386	6,525	6,307	6,393	6,428	6,374	2,070
Recycling Tons	3,056	3,569	3,218	3,251	3,222	3,058	3,103	3,086	3,000	943
Total	13,743	10,706	9,588	9,637	9,747	9,365	9,496	9,514	9,374	3,013
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Tip Fee	\$67.73	\$69.10	\$69.20	\$70.87	\$72.48	\$74.01	\$74.81	\$64.00	\$66.00	\$68.00 (Est)
Split Year		\$1.37	\$0.10	\$1.67	\$1.61	\$1.53	\$0.80	(\$10.81)	\$2.00	\$2.00
		2.02%	0.14%	2.41%	2.27%	2.11%	1.08%	-14.45%	3.13%	3.03%

**FIGURE FOURTEEN
SOLID WASTE ENTERPRISE
FISCAL YEAR 2018**

	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Collection	\$1,126,864	\$1,141,373	\$1,099,000	\$1,120,980	\$1,148,202	\$1,166,268	\$1,189,593	\$1,130,156	\$1,146,950
Disposal	\$564,775	\$484,999	\$448,328	\$452,553	\$472,943	\$466,771	\$478,224	\$449,847	\$407,944
Expenses	\$0	\$151,572	\$137,780	\$157,134	\$143,704	\$142,130	\$169,550	\$126,164	\$173,918
Total	\$1,691,639	\$1,777,944	\$1,685,108	\$1,730,667	\$1,764,849	\$1,775,169	\$1,837,367	\$1,706,167	\$1,728,812
Revenue PAYT	\$0.00	\$898,408	\$894,240	\$896,602	\$877,533	\$881,791	\$878,447	\$869,681	\$894,224
Tax Levy Cost	\$1,691,639	\$879,536	\$790,868	\$834,065	\$887,316	\$893,378	\$958,920	\$836,486	\$834,588
Bags Costs	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Small	\$0.1336	\$0.1336	\$0.1400	\$0.1456	\$0.1500	\$0.1580	\$0.1580	\$0.1580	
	\$0.0056	\$0.0000	\$0.0064	\$0.0056	\$0.0044	\$0.0080	\$0.0000	\$0.0000	
		0.00%	4.79%	4.00%	3.02%	5.33%	0.00%	0.00%	
Large	\$0.2263	\$0.2263	\$0.2376	\$0.2425	\$0.2500	\$0.2580	\$0.2580	\$0.2580	
	\$0.0343	\$0.0000	\$0.0113	\$0.0049	\$0.0075	\$0.0080	\$0.0000	\$0.0000	
		0.00%	4.99%	2.06%	3.09%	3.20%	0.00%	0.00%	
	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Disposal Tons	10,687	7,137	6,370	6,386	6,525	6,307	6,393	6,428	6,374
Recycling Tons	3,056	3,569	3,218	3,251	3,222	3,058	3,103	3,086	3,000
Total	13,743	10,706	9,588	9,637	9,747	9,365	9,496	9,514	9,374
Tip Fee	\$67.73	\$69.10	\$69.20	\$70.87	\$72.48	\$74.01	\$74.81	\$64.00	\$64.00
		3,550	4,317	4,301	4,162	4,380	4,294	4,259	4,313
		\$245,305.00	\$298,736.40	\$304,811.87	\$301,661.76	\$324,163.80	\$321,234.14	\$272,576.00	\$276,032.00
			\$544,041.40	\$848,853.27	\$1,150,515.03	\$1,474,678.83	\$1,795,912.97	\$2,068,488.97	\$2,344,520.97

**FIGURE FIFTEEN
SEWER SURPLUS ACCOUNT**

Item	FY 2017 (To 12/31)	FY 2016 Actual	FY 2015 Actual	FY 2014 Actual	FY 2013 Actual	FY 2012 Actual	FY 2011 Actual
Sewer Rates	\$3,667,992	\$6,839,511	\$6,791,683	\$6,713,153	\$6,695,779	\$6,298,260	\$4,585,646
Miscellaneous & E1 Pump	\$23,813	\$44,573	\$39,634	\$44,198	\$42,307	\$36,138	\$57,309
Special Assessments	\$836,244	\$103,116	\$85,249	\$79,521	\$135,255	\$137,059	\$108,119
Advanced Payments on Betterments	\$7,698	\$36,668	\$23,759	\$15,835	\$27,763	\$24,052	\$14,732
Advanced Payments on Interest	\$393	\$1,755	\$724	\$541	\$888	\$718	\$442
Unapportioned Betterments	\$0	\$0	\$0	\$31,751	\$97,951	\$0	\$0
Unapportioned Interest	\$0	\$0	\$0	\$450	\$44	\$0	\$0
Sewer Liens	\$38,046	\$457,462	\$423,961	\$416,606	\$361,091	\$269,250	\$188,386
Sewer Betterments	\$2,396	\$72,024	\$76,615	\$76,093	\$64,405	\$68,889	\$71,999
Sewer Betterments Committed Interest	\$1,237	\$32,452	\$36,878	\$29,660	\$29,955	\$34,289	\$38,921
Total	\$4,577,820	\$7,587,561	\$7,478,504	\$7,407,808	\$7,455,437	\$6,868,656	\$5,065,553
Unreserved Fund Balance on June 30	\$17,650,741	\$16,511,157	\$13,818,671	\$13,202,694	\$11,133,237	\$9,464,689	\$8,502,988
Reserved by Town Meeting	\$7,140,352	\$6,846,603	\$5,922,726	\$7,031,863	\$5,974,283	\$5,568,663	\$4,700,777
Fund Balance on July 1	\$10,510,389	\$9,664,554	\$7,895,945	\$6,170,831	\$5,158,954	\$3,896,026	\$3,802,211
Revenue for Fiscal Year	\$4,577,820	\$7,587,561	\$7,478,504	\$7,407,808	\$7,455,437	\$6,868,656	\$5,065,553
Budget Turn back/Closeouts/Other	\$0	\$398,626	\$1,136,708	\$240,032	\$588,303	\$368,555	\$596,925
	\$15,088,209	\$17,650,741	\$16,511,157	\$13,818,671	\$13,202,694	\$11,133,237	\$9,464,689

December 31, 2016 Balance		\$15,088,209		Appropriations	
	Revenue to 6/30			Operating Budget	\$5,390,643
	Sewer Rates	\$3,100,000		Debt Service	\$311,063
	Miscellaneous & E1 Pump	\$5,000		Transfer to OPEB Trust	\$18,294
	Special Assessments	\$50,000		Inflow & Infiltration Work	\$360,000
	Advanced Payments on Betterments	\$3,500		Sewer Pump Station Evaluation	\$300,000
	Advanced Payments on Interest	\$0		Radio Telemetry Upgrade	\$300,000
	Unapportioned Betterments	\$0		Hartford Turnpike - Design	\$325,000
	Unapportioned Interest	\$0		Sewer Pump Station Improvements	\$1,100,000
	Sewer Liens	\$400,000		Indirect Costs	\$286,292
	Sewer Betterments	\$70,000			
	Sewer Betterments Committed Interest	\$30,000	\$3,658,500	Less Transfer From I&I Account	(\$360,000)
	Turn back/Closeouts/Other	\$500,000		Total	\$8,031,292
Projected June 30, 2017 Balance	\$19,246,709		Projected Sewer Surplus Balance on 7/1/2017	\$11,215,417	

**FIGURE SIXTEEN
SUMMARY OF WATER REVENUE**

Revenue Source	FY 2018 Projected	FY 2017 To Date (1/27)	FY 2016 Actual	FY 2015 Actual	FY 2014 Actual	FY 2013 Actual	FY 2012 Actual	FY 2011 Actual
Water Rates	\$3,700,000	\$2,136,463	\$3,404,135	\$3,247,632	\$3,219,038	\$3,025,683	\$2,965,611	\$3,177,472
Backflow Inspection Fees	\$50,000	\$29,300	\$48,700	\$49,750	\$42,200	\$26,330	\$16,100	\$1,571
Connection Fees/Charges	\$200,000	\$481,950	\$191,960	\$201,767	\$297,408	\$296,011	\$235,181	\$303,143
Liens/Penalties & Interest	\$250,000	\$41,399	\$281,305	\$233,891	\$232,552	\$187,743	\$196,614	\$159,958
Total New Revenue	\$4,200,000	\$2,689,112	\$3,926,100	\$3,733,040	\$3,791,198	\$3,535,767	\$3,413,506	\$3,642,144
Balance Water Conservation (1/27/2017)	\$136,525							
Balance Water System Improvements (1/27/2017)	\$522,025							
Balance Warrant Articles (Includes Active Projects)*	1,927,531							
Total Available Reserves & Balances of Active Projects	\$2,586,081							

*Active Projects - Some Are Subject to Close-out at Town Meeting

571320 Water Mains Maple/Westview	4,392.94	
571370 CB Rubber Track Excavator	11,775.76	
571420 Test Manganese	630.21	
571480 HVAC Rep Water Treat Plant	125,000.00	
571490 Rep/Rep Home Farm	189,700.00	
571510 Prelim Des Wat/Sew	45,200.00	
571530 WMA/WMP	106,750.00	
571541 Oakland Ave Easements	50,000.00	
571550 Poor Farm Brook	7,508.00	
571600 Flushing, Cleaning, Rehab	78,017.28	
580090 New Water Meters	894,487.65	
580330 Replace PU with Utility	5,781.11	
580570 Oak S. Quinsig	7,719.07	
580580 Lambert Well 3-I	94,656.36	
582040 Water Supply Permitting	163,538.32	
582050 Capital Efficiency Plan	10,000.00	
582080 Main St/Circle/Gage	55,415.93	
585360 Study Water Plant Upgrade	70,000.00	
585820 Water Conservation	2,426.37	
585880 Replace Dump Truck	567.00	
585890 Replace Pick Up Truck	3,965.00	1,927,531

**Board of Selectmen
Fiscal Policies
Fiscal Year 2018**

1. In presenting the Fiscal Year 2018 proposed budget, the town manager is directed to file budget recommendations that reflect the Town's revenue stream in compliance with the Town's levy limit.
2. The Town's reserves are a major factor in the Town's bond rating. Sudden decline in reserve amounts could result in a decline in bond rating and potential increases in the costs of borrowing. Reserve funds are defined as the Stabilization Fund and Free Cash. Reserves are maintained to cover revenue shortfalls or to make possible capital projects without the need to borrow. Accordingly, the Board establishes the following Reserves/Stabilization Policy:
 - a As the Board strives to reach a reserve balance goal of 6.5% of the Total Operating Budget, as of July 1, 2017, the Board of Selectmen will seek a combined Certified Free Cash and Stabilization Fund balance that will be no less than 4.0% of the Total Operating Budget adopted at the May 2017 Annual Town Meeting. The combined balance percentages have been in recent years as follows:

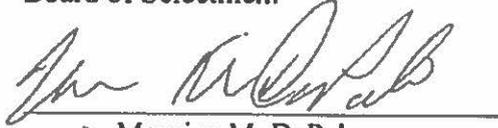
July 1	Free Cash (Adjusted)	Stabilization (6/30)	Combined	Operating Budget (Previous May)	Percent
2016	\$5,603,965	\$602,560	\$6,206,525	\$114,370,468	5.4%
2015	\$4,883,732	\$416,487	\$5,300,219	\$111,429,799	4.8%
2014	\$4,970,257	\$358,744	\$5,329,001	\$109,312,699	4.9%
2013	\$4,796,042	\$350,544	\$5,146,586	\$101,372,766	5.1%
2012	\$5,567,137	\$348,025	\$5,915,162	\$97,747,737	6.1%
2011	\$5,554,067	\$157,136	\$5,711,203	\$91,890,924	6.2%
2010	\$5,145,970	\$153,089	\$5,299,059	\$89,953,965	5.9%

- b Withdrawals from the Stabilization Fund will only be used for purposes for which the Town can borrow as set forth in M.G.L. Ch. 44 s. 7 and s. 8 to avoid borrowing. The Board will not seek to draw the fund balance below \$250,000.
 - c The Town shall strive to make an annual appropriation to the stabilization fund. Even if a nominal amount, this annual appropriation will demonstrate the commitment to reserves and keep the account in focus.
 - d Funds shall be allocated from Reserves only after an analysis and utilization plan has been prepared by the Town Manager and presented to the Board of Selectmen and Finance Committee. The analysis shall provide sufficient evidence to establish that the remaining balances are adequate to address potential downturns in revenue sources and provide a sufficient cash balance for emergencies and for budget stabilization purposes; and that conditions exist in future years that will allow for replenishment of reserve funds.

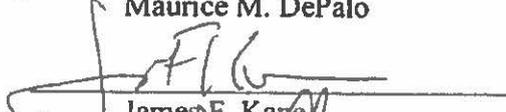
3. Properly managed debt is an effective way to finance significant infrastructure and capital projects. Responsible use of debt preserves our credit rating, enhances flexibility in current and future operating budgets, and provides us with long-term assets that maintain or improve our quality of life. To provide guidance and responsible use of debt, the Board of Selectmen has adopted debt management policies which are contained in Exhibit A attached.
4. The Board of Selectmen will seek to maintain a single tax rate and direct the town manager to make full use of the Town's levy capacity in FY 2018 and make recommendations to the Board of Selectmen and Finance Committee that reflects adherence to this objective.
5. The Board of Selectmen will continue to adjust water rates as necessary to maintain the water utility as self supporting plus maintaining sufficient reserves for future capital needs to minimize any future borrowing. The Board will also advise the Town Manager and Sewer Commission to do the same for the sewer system.
6. The Board of Selectmen will propose to use one time revenues for capital replacement, debt management or infrastructure improvement purposes (including but not limited to cash matches to leverage grant funds) and not to be used for operational purposes. Further, the Board desires to make use of one time revenue to enhance economic development opportunities whenever possible.
7. The Board of Selectmen directs the town manager to file with his initial budget recommendations in January of each year a five year fiscal forecast.
8. The Board of Selectmen directs the town manager to include in his budget recommendations funding sufficient to meet the pension system funding schedule in order to fully fund the pension system by the close of FY 2022.
9. The Board of Selectmen will endeavor to make contributions to the Other Post Retirement Benefits (OPEB) Trust established in May of 2011 as fiscal conditions allow. It is the intention of the Board that once the pension system is fully funded that a funding schedule will be adopted making use of funds freed up due to the pension system being fully funded.

Adopted this 13th day of December, 2016.

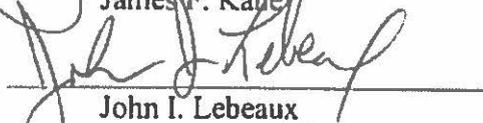
Board of Selectmen:



Maurice M. DePalo



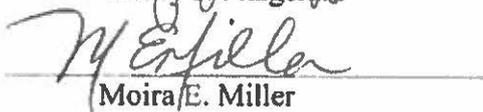
James F. Kane



John I. Lebeaux



Henry J. Fitzgerald



Moira E. Miller

Exhibit A
Debt Management Policies

1. Long-term debt should be issued only for capital projects or assets that have a long useful life. It should be issued to pay for the cost of significant infrastructure and capital projects. Long-term debt should not be issued for recurring, small capital purchases with a useful life of less than five years.
2. Bonds will be paid back within a period not to exceed the expected useful life of the capital project or the period defined by state law; whichever is shorter.
3. The town will not use long-term debt to finance current operations.
4. Long-term borrowing will take place only for objects or purposes authorized by state law under M.G.L. Ch. 44, sec. 7 and 8, and will be confined to infrastructure and capital projects too expensive to be financed from current revenues. In general, the Town will attempt to finance purchases costing less than \$1,000,000 with operating revenues.
5. Long-term debt should not be incurred without a clear identification of its financing sources. Because of the debt service costs and annual appropriations necessary to retire this debt, there should be clear knowledge and commitment of revenue sources available to pay these costs without competing with operating budgets for limited resources.
6. The Town should attempt rapid debt repayment schedules. This ensures cost savings to the community and seeks to avoid strapping future generations with large debt obligations. This policy recognizes that capital needs continue and that new debt will continue to be identified and issued.
7. Where possible, the town will use special assessment, revenues or other self-supporting revenues to fund general obligation bonds. (ex: light, cable, water)
8. To the extent practicable, user fees will be set to cover the capital costs of Enterprise type services or activities - whether purchased on a pay-as-you-go basis or through debt financing - to avoid imposing a burden on the property tax levy.
9. The town will maintain good communications with bond rating agencies about its financial condition. The town will follow a policy of full disclosure on every financial report and bond prospectus.
10. The town will retire bond anticipation debt within 6 months after completion of the project. Exception- Town may carry BAN(s) longer if market conditions are not favorable.
11. Refunding bonds should be issued only if the present value of debt service saving exceeds 3 percent of the debt service amount of the refunded bonds.

12. The Town will strive to limit annual increases in debt to a level that will not materially jeopardize the Town's Aa3 (Aa2 – Global Scale) credit rating.
13. Outstanding debt shall not exceed 3 percent of the Town of Shrewsbury Assessed value.

**Budget Summary
Fiscal Year 2018**

	Page #	Fiscal Year 2017 Budget (May ATM)	Fiscal Year 2017 Budget (Current Revised)	Fiscal Year 2018 Request	Fiscal Year 2018 Recommendation	Change	Difference FY 2017 to FY 2018 (May ATM)	Percent	Difference FY 2017 to FY 2018 (Current Revised)	Percent
PERSONNEL BOARD	1	\$253,600	\$163,358	\$8,600	\$8,600	\$0	(\$245,000)	-96.61%	(\$154,758)	-94.74%
SELECTMEN	3	\$20,770	\$20,770	\$20,950	\$20,950	\$0	\$180	0.87%	\$180	0.87%
TOWN MANAGER	7	\$356,056	\$374,914	\$398,871	\$398,871	\$0	\$42,815	12.02%	\$23,957	6.39%
FINANCE COMMITTEE	12	\$281,460	\$266,460	\$281,460	\$281,460	\$0	\$0	0.00%	\$15,000	5.63%
ACCOUNTANT	14	\$225,519	\$229,318	\$229,166	\$229,166	\$0	\$3,647	1.62%	(\$152)	-0.07%
ASSESSORS	18	\$306,183	\$331,444	\$341,695	\$349,555	\$7,860	\$43,372	14.17%	\$18,111	5.46%
TREASURER-COLLECTOR	24	\$391,652	\$405,810	\$405,848	\$414,786	\$8,938	\$23,134	5.91%	\$8,976	2.21%
TOWN COUNSEL	32	\$100,200	\$100,200	\$124,200	\$124,200	\$0	\$24,000	23.95%	\$24,000	23.95%
MIS	-	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
TOWN CLERK	34	\$137,346	\$141,620	\$156,496	\$156,496	\$0	\$19,150	13.94%	\$14,876	10.50%
ELECTION AND REGISTRATION	39	\$141,516	\$146,538	\$105,620	\$105,620	\$0	(\$35,896)	-25.37%	(\$40,918)	-27.92%
CONSERVATION COMMISSION	42	\$1,900	\$33,838	\$33,258	\$1,900	(\$31,358)	\$0	0.00%	(\$31,938)	-94.39%
PLANNING & ECONOMIC DEVL	44	\$53,840	\$53,840	\$62,440	\$62,440	\$0	\$8,600	15.97%	\$8,600	15.97%
PLANNING BOARD	52	\$2,000	\$2,000	\$2,000	\$2,000	\$0	\$0	0.00%	\$0	0.00%
BOARD OF APPEALS	55	\$3,900	\$3,900	\$3,900	\$3,900	\$0	\$0	0.00%	\$0	0.00%
PUBLIC BUILDINGS	57	\$3,837,211	\$4,292,850	\$3,877,218	\$3,854,218	(\$23,000)	\$17,007	0.44%	(\$438,632)	-10.22%
POLICE DEPARTMENT	81	\$4,634,874	\$4,665,199	\$4,837,936	\$4,915,436	\$77,500	\$280,562	6.05%	\$250,237	5.36%
FIRE DEPARTMENT	91	\$3,345,370	\$3,348,428	\$4,053,249	\$3,441,116	(\$612,133)	\$95,746	2.86%	\$92,688	2.77%
BUILDING INSPECTOR	104	\$286,598	\$310,269	\$337,684	\$317,616	(\$20,068)	\$31,018	10.82%	\$7,347	2.37%
WEIGHTS & MEASURES	112	\$5,600	\$5,600	\$6,800	\$6,800	\$0	\$1,200	21.43%	\$1,200	21.43%
EMERGENCY MANAGEMENT	113	\$2,580	\$2,580	\$2,580	\$2,580	\$0	\$0	0.00%	\$0	0.00%
FORESTRY	114	\$78,250	\$78,250	\$83,275	\$78,275	(\$5,000)	\$25	0.03%	\$25	0.03%
PENSIONS	115	\$5,125,289	\$5,125,289	\$5,549,124	\$5,549,124	\$0	\$423,835	8.27%	\$423,835	8.27%
TOWN ENGINEER	119	\$497,660	\$529,493	\$621,282	\$527,669	(\$93,613)	\$30,009	6.03%	(\$1,824)	-0.34%
HIGHWAYS	126	\$2,149,776	\$2,640,378	\$2,355,026	\$2,180,357	(\$174,669)	\$30,581	1.42%	(\$460,021)	-17.42%
STREET LIGHTING	139	\$180,035	\$180,035	\$165,730	\$165,730	\$0	(\$14,305)	-7.95%	(\$14,305)	-7.95%
SEWER	142	\$5,400,162	\$5,402,888	\$5,331,968	\$5,390,643	\$58,675	(\$9,519)	-0.18%	(\$12,245)	-0.23%
WATER	153	\$1,992,134	\$2,050,943	\$2,040,577	\$2,003,901	(\$36,676)	\$11,767	0.59%	(\$47,042)	-2.29%
CEMETERIES	163	\$98,271	\$99,416	\$100,424	\$100,424	\$0	\$2,153	2.19%	\$1,008	1.01%
HEALTH	166	\$205,958	\$206,858	\$213,162	\$213,162	\$0	\$7,204	3.50%	\$6,304	3.05%
COUNCIL ON AGING	171	\$233,970	\$238,356	\$276,371	\$263,587	(\$12,784)	\$29,617	12.66%	\$25,231	10.59%
VETERAN'S SERVICES	180	\$232,405	\$232,405	\$239,405	\$241,400	\$1,995	\$8,995	3.87%	\$8,995	3.87%
COMMISSION ON DISABILITIES	183	\$500	\$500	\$500	\$500	\$0	\$0	0.00%	\$0	0.00%
LIBRARY	184	\$1,179,186	\$1,233,102	\$1,325,844	\$1,286,725	(\$39,119)	\$107,539	9.12%	\$53,623	4.35%
PARKS AND RECREATION	197	\$421,014	\$423,132	\$448,491	\$451,427	\$2,936	\$30,413	7.22%	\$28,295	6.69%
SCHOOLS	-	\$60,407,383	\$60,407,383	\$64,083,917	\$61,600,000	(\$2,483,917)	\$1,192,617	1.97%	\$1,192,617	1.97%
INTEREST AND MATURING DEBT	206	\$8,978,680	\$9,134,474	\$9,292,153	\$9,432,153	\$140,000	\$453,473	5.05%	\$297,679	3.26%
							\$0		\$0	
Employee Assistance Program	213	\$4,000	\$4,000	\$4,000	\$4,000	\$0	\$0	0.00%	\$0	0.00%
Group Health and Life Insurance	213	\$9,500,000	\$9,500,000	\$10,775,000	\$10,775,000	\$0	\$1,275,000	13.42%	\$1,275,000	13.42%
Medicare	213	\$960,000	\$960,000	\$1,050,000	\$1,050,000	\$0	\$90,000	9.38%	\$90,000	9.38%
Unemployment Compensation Insurance	213	\$125,000	\$125,000	\$125,000	\$125,000	\$0	\$0	0.00%	\$0	0.00%
Radio Maintenance	213	\$10,421	\$10,421	\$10,421	\$10,421	\$0	\$0	0.00%	\$0	0.00%

**Budget Summary
Fiscal Year 2018**

	Page #	Fiscal Year 2017 Budget (May ATM)	Fiscal Year 2017 Budget (Current Revised)	Fiscal Year 2018 Request	Fiscal Year 2018 Recommendation	Change	Difference FY 2017 to FY 2018 (May ATM)	Percent	Difference FY 2017 to FY 2018 (Current Revised)	Percent
Ambulance Services	213	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
Gasoline and Oil	213	\$350,000	\$350,000	\$350,000	\$350,000	\$0	\$0	0.00%	\$0	0.00%
Printing/Postage/Stationary	213	\$140,000	\$140,000	\$152,000	\$152,000	\$0	\$12,000	8.57%	\$12,000	8.57%
Memorial Day	213	\$5,500	\$5,500	\$5,500	\$5,500	\$0	\$0	0.00%	\$0	0.00%
General Insurance	213	\$950,000	\$950,000	\$990,000	\$990,000	\$0	\$40,000	4.21%	\$40,000	4.21%
Bills of Prior Year	213	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
MIS Support	213	\$713,554	\$815,554	\$747,430	\$747,430	\$0	\$33,876	4.75%	(\$68,124)	-8.35%
Telephone System	213	\$43,145	\$43,145	\$43,145	\$43,145	\$0	\$0	0.00%	\$0	0.00%
UNCLASSIFIED		\$12,801,620	\$12,903,620	\$14,252,496	\$14,252,496	\$0	\$1,450,876	11.33%	\$1,348,876	10.45%
		\$114,370,468	\$115,785,458	\$121,669,716	\$118,435,283	(\$3,234,433)	\$4,064,815	3.55%	\$2,649,825	2.29%

General Government	\$20,538,675	\$21,736,336	\$22,038,832	\$21,126,317	(\$912,515)	\$587,642	2.86%	(\$610,019)	-2.81%
Water & Sewer	\$7,392,296	\$7,453,831	\$7,372,545	\$7,394,544	\$21,999	\$2,248	0.03%	(\$59,287)	-0.80%
Education	\$60,407,383	\$60,407,383	\$64,083,917	\$61,600,000	(\$2,483,917)	\$1,192,617	1.97%	\$1,192,617	1.97%
Fixed Costs	\$26,032,114	\$26,187,908	\$28,174,422	\$28,314,422	\$140,000	\$2,282,308	8.77%	\$2,126,514	8.12%
	\$114,370,468	\$115,785,458	\$121,669,716	\$118,435,283	(\$3,234,433)	\$4,064,815	3.55%	\$2,649,825	2.29%
Budget Less Education	\$53,963,085	\$55,378,075	\$57,585,799	\$56,835,283	(\$750,516)	\$2,872,198	5.32%	\$1,457,208	2.63%

	Fiscal Year 2017 Budget (May ATM)	Fiscal Year 2017 Budget (Current Revised)	Fiscal Year 2018 Request	Fiscal Year 2018 Recommendation	Change	Difference FY 2017 to FY 2018 (May ATM)	Percent	Difference FY 2017 to FY 2018 (Current Revised)	Percent
General Government	\$6,113,153	\$6,566,860	\$6,051,722	\$6,014,162	(\$37,560)	(\$98,991)	-1.62%	(\$552,698)	-8.42%
Public Safety	\$8,353,272	\$8,410,326	\$9,321,524	\$8,761,823	(\$559,701)	\$408,551	4.89%	\$351,497	4.18%
Retirement	\$5,125,289	\$5,125,289	\$5,549,124	\$5,549,124	\$0	\$423,835	8.27%	\$423,835	8.27%
Public Works	\$10,318,038	\$10,903,153	\$10,615,007	\$10,368,724	(\$246,283)	\$50,686	0.49%	(\$534,429)	-4.90%
Human Services	\$672,833	\$678,119	\$729,438	\$718,649	(\$10,789)	\$45,816	6.81%	\$40,530	5.98%
Culture and Recreation	\$1,600,200	\$1,656,234	\$1,774,335	\$1,738,152	(\$36,183)	\$137,952	8.62%	\$81,918	4.95%
Education	\$60,407,383	\$60,407,383	\$64,083,917	\$61,600,000	(\$2,483,917)	\$1,192,617	1.97%	\$1,192,617	1.97%
Debt and Interest	\$8,978,680	\$9,134,474	\$9,292,153	\$9,432,153	\$140,000	\$453,473	5.05%	\$297,679	3.26%
Unclassified	\$12,801,620	\$12,903,620	\$14,252,496	\$14,252,496	\$0	\$1,450,876	11.33%	\$1,348,876	10.45%
Total	\$114,370,468	\$115,785,458	\$121,669,716	\$118,435,283	(\$3,234,433)	\$4,064,815	3.55%	\$2,649,825	2.29%

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Personnel Board

0119

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510900 Professional Improvement	\$4,800	\$0	\$3,500	\$3,500	\$0	\$3,500	\$3,500
520130 Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$0	\$100	\$100	\$0	\$100	\$100
570180 Other - Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Board OpEx	\$4,800	\$0	\$3,600	\$3,600	\$0	\$3,600	\$3,600
510400 New Salary Schedules	\$0	\$0	\$245,000	\$154,758	\$0	\$0	\$0
520250 Municipal Training Group	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520260 Class & Compensation Study P/	\$0	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
520490 Classification Study-Foremen	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570000 Other Charges & Expend	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Board SepAp	\$0	\$0	\$250,000	\$159,758	\$5,000	\$5,000	\$5,000
Personnel Board	\$4,800	\$0	\$253,600	\$163,358	\$5,000	\$8,600	\$8,600

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Personnel Board

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
510900	Professional Improvement		
	Funding for various professional improvement opportunities	\$3,500	\$3,500
		\$3,500	\$3,500
Personnel Board OpEx			
540140	Books Periodicals Subs		
		\$100	\$100
Personnel Board OpEx			
		\$3,600	\$3,600
510400	New Salary Schedules		
		\$0	\$0
Personnel Board SepAp			
520260	Class & Compensation Study PAT		
	To be held on account in the event an outside consultant is required.	\$5,000	\$5,000
		\$5,000	\$5,000
Personnel Board SepAp			
		\$5,000	\$5,000
Personnel Board			
		\$8,600	\$8,600

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Selectmen

0122

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$8,750	\$8,750	\$8,750	\$8,750	\$4,375	\$8,750	\$8,750
Selectmen PEA	\$8,750	\$8,750	\$8,750	\$8,750	\$4,375	\$8,750	\$8,750
510010 S & W - Full Time	\$1,290	\$1,272	\$1,400	\$1,400	\$865	\$1,400	\$1,400
510140 Stipends	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Selectmen S&C	\$1,290	\$1,272	\$1,400	\$1,400	\$865	\$1,400	\$1,400
520040 Utility - Telephone	\$68	\$48	\$100	\$100	\$12	\$100	\$100
520080 R & M - Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520100 Advertising & Binding	\$844	\$504	\$1,250	\$1,250	\$624	\$1,250	\$1,250
520200 Board of Dogs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520220 Services-Not Classified	\$0	\$1	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540150 Print Postage Stationary	\$0	\$240	\$300	\$300	\$151	\$300	\$300
540220 Office Supplies	\$201	\$287	\$500	\$500	\$48	\$500	\$500
570010 Car Allowance/Mileage	\$1,680	\$1,680	\$1,700	\$1,700	\$840	\$1,700	\$1,700
570020 Dues & Memberships	\$4,696	\$5,289	\$5,370	\$5,370	\$5,407	\$5,550	\$5,550
570030 Travel	\$1,260	\$2,334	\$1,400	\$1,400	\$387	\$1,400	\$1,400
570180 Other - Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Selectmen OpEx	\$8,749	\$10,383	\$10,620	\$10,620	\$7,469	\$10,800	\$10,800
580010 Office Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Selectmen Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510140 Stipends	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570970 Stab/OPEB Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Select SepAp	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
Selectmen	\$18,789	\$20,404	\$20,770	\$20,770	\$12,709	\$20,950	\$20,950

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Selectmen

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
510010	S & W - Full Time	\$8,750	\$8,750
	James F. Kane - Selectmen	\$1,750	\$1,750
Selectmen PEA	Henry J. Fitzgerald - Selectmen	\$1,750	\$1,750
	Moira Miller - Selectmen	\$1,750	\$1,750
	Maurice M. DePalo - Selectmen	\$1,750	\$1,750
	John Lebeaux - Selectmen	\$1,750	\$1,750
		\$8,750	\$8,750
510010	S & W - Full Time	\$1,400	\$1,400
	Board Meetings	\$1,400	\$1,400
Selectmen S&C		\$1,400	\$1,400
520040	Utility - Telephone	\$100	\$100
	Office Telephone for 12 months	\$100	\$100
Selectmen OpEx			
520100	Advertising & Binding	\$1,250	\$1,250
	Advertising for 12 Months	\$1,250	\$1,250
Selectmen OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540150	Print Postage Stationary		\$300	\$300
		Print Postage Stationary for 12 Months	\$300	\$300
Selectmen OpEx				
540220	Office Supplies		\$500	\$500
		BoS Office Supplies for 12 Months	\$500	\$500
Selectmen OpEx				
570010	Car Allowance/Mileage		\$1,700	\$1,700
		5 Selectmen - \$350 per year	\$1,700	\$1,700
Selectmen OpEx				
570020	Dues & Memberships		\$5,550	\$5,550
		Primarily MMA Dues	\$5,550	\$5,550
Selectmen OpEx				
570030	Travel		\$1,400	\$1,400
		BoS In State Travel for 12 Months	\$1,400	\$1,400
Selectmen OpEx				
			\$10,800	\$10,800
			\$0	\$0
			\$0	\$0
Selectmen			\$20,950	\$20,950

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Town Manager

0123

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$145,525	\$145,525	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Manager PEA	\$145,525	\$145,525	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
510010 S & W - Full Time	\$41,440	\$43,449	\$45,160	\$46,060	\$46,055	\$45,884	\$45,884
510030 S & W - Temporary	\$0	\$0	\$0	\$0	\$0	\$17,335	\$17,335
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$0	\$0	\$0	\$0	\$0	\$125	\$125
Manager S&C	\$41,440	\$43,449	\$45,160	\$46,060	\$46,055	\$63,343	\$63,343
510010 S & W - Full Time	\$115,551	\$125,517	\$148,186	\$166,144	\$140,056	\$170,917	\$170,917
510080 Sick Leave Plan II	\$0	\$342	\$0	\$0	\$0	\$0	\$0
510090 Overtime	\$3,141	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$250	\$375	\$375	\$375	\$375	\$125	\$125
Manager Other	\$118,941	\$126,233	\$148,561	\$166,519	\$140,431	\$171,042	\$171,042
520040 Utility - Telephone	\$2,245	\$1,815	\$2,300	\$2,300	\$731	\$2,300	\$2,300
520080 R & M - Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520100 Advertising & Binding	\$976	\$150	\$800	\$800	\$48	\$800	\$800
520130 Professional Services	\$0	\$200	\$0	\$0	\$0	\$0	\$0
520220 Services-Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540150 Print Postage Stationary	\$89	\$56	\$150	\$150	\$0	\$150	\$150
540200 Educational Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540220 Office Supplies	\$399	\$235	\$500	\$500	\$0	\$500	\$500
570010 Car Allowance/Mileage	\$1,200	\$1,200	\$4,200	\$4,200	\$1,800	\$4,200	\$4,200
570020 Dues & Memberships	\$595	\$1,008	\$1,185	\$1,185	\$601	\$836	\$836
570030 Travel	\$3,526	\$1,574	\$3,200	\$3,200	\$1,097	\$3,200	\$3,200
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
570180 Other - Not Classified	\$0	\$0	\$0	\$0	\$0	\$2,500	\$2,500
Manager OpEx	\$9,031	\$6,238	\$12,335	\$12,335	\$4,276	\$14,486	\$14,486
Town Manager	\$314,938	\$321,444	\$356,056	\$374,914	\$340,762	\$398,871	\$398,871

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Town Manager

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total	
Las, Kristen	DH-5							D			\$1,834.08	52.00	\$95,372.16	\$95,372.16	
Vacant	PT 3							B	\$26.95	37.50	\$1,010.63	52.00	\$52,552.50	\$52,552.50	
Salary Costs - Town Manager Transition - Accrued Vacation to be Paid												\$2,874.00	8.00	\$22,992.00	\$22,992.00
														\$170,916.66	
Mattero, Christine	A 3							E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50	
New Position	A-2							B	\$18.52	18.00	\$333.36	52.00	\$17,334.72	\$17,334.72	
														\$63,218.22	
Funding is contained in the ATM/STM Reserve for additional or expanded staff in support of the Town Manager.															
													FTE's	3.48	

Longevity Payments

Name	Amount
Las, Kristen	\$125
Mattero, Christine	\$125
	\$250

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Town Manager

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone		
	Cell phones (2) & office phone	\$2,300	\$2,300
		\$2,300	\$2,300
Manager OpEx			
520100	Advertising & Binding		
	General advertising	\$800	\$800
		\$800	\$800
Manager OpEx			
540150	Print Postage Stationary		
	General postage & stationary	\$150	\$150
		\$150	\$150
Manager OpEx			
540220	Office Supplies		
		\$500	\$500
Manager OpEx			
570010	Car Allowance/Mileage		
	Vehicle allowance TM \$300	\$4,200	\$4,200
		\$3,600	\$3,600
Manager OpEx	Kristen Las - Assistant Town Manager Car allowance \$50.00 per month	\$600	\$600
570020	Dues & Memberships		
	MMMA Dues (2)	\$836	\$836
	MMPA Dues	\$516	\$516
Manager OpEx	APA/AICP Dues Kristen Las	\$235	\$235
	Conference Membership		
	MAPD Dues - Kristen Las	\$85	\$85

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570030	Travel		\$3,200	\$3,200
		In state conferences & meetings (2) plus additional \$400 added for Regional Planning Conf workshop Kristen Las	\$3,200	\$3,200
Manager OpEx				
570180	Other - Not Classified	Transitional costs for new town manager - Additional travel, dues & memberships, office equipment, etc.	\$2,500	\$2,500
Manager OpEx			\$14,486	\$14,486
Town Manager			\$14,486	\$14,486

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Finance Committee

0131

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510020 S & W - Part Time	\$0	\$0	\$500	\$500	\$0	\$500	\$500
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Finance Committee S&C	\$0	\$0	\$500	\$500	\$0	\$500	\$500
520220 Services-Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570020 Dues & Memberships	\$333	\$333	\$335	\$335	\$333	\$335	\$335
570030 Travel	\$229	\$0	\$125	\$125	\$0	\$125	\$125
570180 Other - Not Classified	\$398	\$423	\$500	\$500	\$7	\$500	\$500
Finance Committee OpEx	\$960	\$756	\$960	\$960	\$340	\$960	\$960
570200 Reserve Fund	\$0	\$0	\$280,000	\$265,000	\$0	\$280,000	\$280,000
570205 A.T.M. 5/19/97	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Finance Committee SepAp	\$0	\$0	\$280,000	\$265,000	\$0	\$280,000	\$280,000
Finance Committee	\$960	\$756	\$281,460	\$266,460	\$340	\$281,460	\$281,460

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Finance Committee

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570020	Dues & Memberships	\$335	\$335
Finance Committee OpEx			
570030	Travel	\$125	\$125
Finance Committee OpEx			
570180	Other - Not Classified	\$500	\$500
Finance Committee OpEx			
		\$960	\$960
570200	Reserve Fund	\$280,000	\$280,000
	Amounts Expended Last Five Fiscal Years: FY 2016 - \$87,486.58, FY 2015 - \$69,953; FY 2014 - \$144,943; FY 2013 - \$146,869; FY 2012 - \$129,788;	\$0	\$280,000
Finance Committee SepAp			
		\$280,000	\$280,000
Finance Committee			
		\$280,960	\$280,960

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Accountant

0135

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$87,419	\$89,509	\$89,167	\$90,950	\$90,951	\$90,603	\$90,603
510080 Sick Leave Plan II	\$1,675	\$1,708	\$0	\$0	\$1,742	\$0	\$0
510100 Longevity	\$350	\$350	\$400	\$400	\$400	\$400	\$400
Accountant PEA	\$89,444	\$91,567	\$89,567	\$91,350	\$93,093	\$91,003	\$91,003
510010 S & W - Full Time	\$99,105	\$101,474	\$101,105	\$103,121	\$103,109	\$102,726	\$102,726
510080 Sick Leave Plan II	\$1,899	\$1,937	\$0	\$0	\$1,975	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Accountant S&C	\$101,503	\$103,911	\$101,605	\$103,621	\$105,584	\$103,226	\$103,226
520040 Utility - Telephone	\$516	\$456	\$552	\$552	\$193	\$552	\$552
520100 Advertising & Binding	\$0	\$0	\$100	\$100	\$0	\$100	\$100
520120 Data Processing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$350	\$315	\$0	\$0	\$100	\$0	\$0
540150 Print Postage Stationary	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540220 Office Supplies	\$190	\$387	\$625	\$625	\$283	\$625	\$625
570010 Car Allowance/Mileage	\$277	\$330	\$400	\$400	\$283	\$400	\$400
570020 Dues & Memberships	\$185	\$195	\$185	\$185	\$185	\$185	\$185
570030 Travel	\$1,803	\$1,822	\$2,485	\$2,485	\$987	\$3,075	\$3,075
Accountant OpEx	\$3,321	\$3,505	\$4,347	\$4,347	\$2,032	\$4,937	\$4,937
580500 Equipment Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accountant Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520230 Town Audit	\$27,000	\$28,000	\$30,000	\$30,000	\$0	\$30,000	\$30,000
Accountant SepAp	\$27,000	\$28,000	\$30,000	\$30,000	\$0	\$30,000	\$30,000
Accountant	\$221,268	\$226,983	\$225,519	\$229,318	\$200,709	\$229,166	\$229,166

1/16/2017

Accountant

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Town Accountant

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Mary Thompson	DH4							E		37.50	\$1,742.35	52.00	\$90,602.20	\$90,602.20
Amy Li	PT-2							E	\$29.15	37.50	\$1,093.13	52.00	\$56,842.50	\$56,842.50
Bonnie Goodney	A-3							E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50
													\$102,726.00	
													FTE's	3.00

Longevity Payments

Name	Amount
Mary Thompson	\$400
Amy Li	\$250
Bonnie Goodney	\$250
	\$900

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Accountant

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone		
	Monthly Phone Charges	\$552	\$552
		\$240	\$240
Accountant OpEx	THOMPSON MARY	\$312	\$312
520100	Advertising & Binding		
	Advertising	\$100	\$100
		\$100	\$100
Accountant OpEx			
540220	Office Supplies		
	OFFICE SUPPLIES	\$625	\$625
		\$625	\$625
Accountant OpEx			
570010	Car Allowance/Mileage		
	Travel to Conferences and Training	\$400	\$400
		\$400	\$400
Accountant OpEx			
570020	Dues & Memberships		
	ANNUAL DUES - MMA&AA MET	\$185	\$185
		\$80	\$80
Accountant OpEx	ANNUAL DUES - MMA&AA AL	\$45	\$45
	ANNUAL DUES - MGFOA MET	\$60	\$60
570030	Travel	\$3,075	\$3,075

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
		FALL CONFERENCE - Registration	\$65	\$65
Accountant OpEx		ANNUAL EDUCATION PROGRAM	\$710	\$710
		SUMMER CONFERENCE- Registration & Meals	\$250	\$250
		Various One-Day Seminars	\$100	\$100
		Hotel for Education Program	\$750	\$750
		NESGFOA Conference - Maine	\$900	\$900
		NESGFOA - Registration	\$300	\$300
			\$4,937	\$4,937
			\$0	\$0
520230	Town Audit		\$30,000	\$30,000
		AUDIT	\$30,000	\$30,000
Accountant SepAp			\$30,000	\$30,000
Accountant			\$34,937	\$34,937

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Assessor

0141

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$87,419	\$89,509	\$89,167	\$90,950	\$46,695	\$90,603	\$90,603
510020 S & W - Part Time	\$3,000	\$3,000	\$3,000	\$3,000	\$1,500	\$3,000	\$3,000
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$125	\$125	\$125	\$125	\$125	\$125	\$125
Assessor PEA	\$90,544	\$92,634	\$92,292	\$94,075	\$48,320	\$93,728	\$93,728
510010 S & W - Full Time	\$97,065	\$122,348	\$138,333	\$141,096	\$71,882	\$142,746	\$150,586
510020 S & W - Part Time	\$0	\$41	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$996	\$609	\$0	\$0	\$0	\$900	\$900
510090 Overtime	\$195	\$0	\$0	\$0	\$118	\$0	\$0
510100 Longevity	\$350	\$350	\$350	\$350	\$475	\$475	\$475
Assessor S&C	\$98,606	\$123,348	\$138,683	\$141,446	\$72,475	\$144,121	\$151,961
510010 S & W - Full Time	\$11,190	\$11,887	\$11,804	\$12,039	\$3,199	\$0	\$0
510020 S & W - Part Time	\$19,333	\$29,037	\$22,304	\$22,756	\$14,637	\$32,666	\$32,666
Assessor Other	\$30,523	\$40,923	\$34,108	\$34,795	\$17,836	\$32,666	\$32,666
520040 Utility - Telephone	\$896	\$816	\$1,100	\$1,100	\$362	\$1,100	\$1,100
520080 R & M - Equipment	\$528	\$688	\$250	\$250	\$0	\$250	\$250
520100 Advertising & Binding	\$75	\$0	\$250	\$250	\$0	\$250	\$250
520120 Data Processing	\$0	\$0	\$0	\$0	\$0	\$100	\$100
520130 Professional Services	\$737	\$120	\$15,000	\$15,000	\$545	\$40,000	\$40,000
540140 Books Periodicals Subs	\$105	\$105	\$400	\$400	\$105	\$400	\$400
540150 Print Postage Stationary	\$365	\$361	\$1,000	\$1,000	\$310	\$1,000	\$1,000
540220 Office Supplies	\$304	\$309	\$1,000	\$1,000	\$217	\$1,000	\$1,000
570010 Car Allowance/Mileage	\$5,414	\$5,671	\$7,200	\$7,200	\$2,610	\$6,480	\$7,200
570020 Dues & Memberships	\$489	\$527	\$1,000	\$1,000	\$502	\$1,000	\$1,000
570030 Travel	\$2,326	\$1,899	\$3,100	\$3,100	\$1,756	\$3,900	\$3,900

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
Assessor OpEx	\$11,238	\$10,495	\$30,300	\$30,300	\$6,406	\$55,480	\$56,200
580010 Office Equipment	\$615	\$0	\$700	\$700	\$0	\$700	\$0
Assessor Equip	\$615	\$0	\$700	\$700	\$0	\$700	\$0
520240 RE/Pers Prop Discover	\$10,845	\$29,973	\$10,100	\$30,127	\$20,027	\$15,000	\$15,000
Assessor SepAp	\$10,845	\$29,973	\$10,100	\$30,127	\$20,027	\$15,000	\$15,000
Assessor	\$242,372	\$297,374	\$306,183	\$331,444	\$165,065	\$341,695	\$349,555

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Assessors

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Alicia Howe	Stipend													\$1,500.00
Todd Brodeur	Stipend													\$1,500.00
Christopher R. Reidy	DH-4							E		37.50	\$1,742.36	52.00	\$90,602.72	\$90,602.72
Mary Lowell	PT-1							E	\$27.63	37.50	\$1,036.13	52.00	\$53,878.50	\$53,878.50
Coung Tran (Over Hire)	PT-1	A	\$23.17	37.50	10.00	\$868.88	\$8,688.75							\$8,688.75
Helen Townsend	A-3							E	\$23.53	22.50	\$529.43	52.00	\$27,530.10	\$27,530.10
Helen Townsend	PT-2							E	\$29.15	15.00	\$437.25	52.00	\$22,737.00	\$22,737.00
Coung Tran/New Hire	A-2	C	\$19.36	37.50	26.00	\$726.00	\$18,876.00	C	\$19.36	37.50	\$726.00	26.00	\$18,876.00	\$37,752.00
														\$150,586.35
Thomas Walsh	PT-2							E	\$29.15	11.25	\$327.94	52.00	\$17,052.75	\$17,052.75
Ruth Anderson	PT-2							D	\$26.69	11.25	\$300.26	52.00	\$15,613.65	\$15,613.65
														\$32,666.40
														FTE's 4.60

Mileage Allowances			
Christopher Reidy	\$300	12	\$3,600
Helen Townsend	\$120	12	\$1,440
Thomas Walsh	\$90	12	\$1,080
Ruth Anderson	\$90	12	\$1,080
Total Mileage			\$7,200

Longevity Payments	
Name	Amount
Mary Lowell	\$350
Helen Townsend	\$125
Christopher R. Reidy	\$125
	\$600

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Assessor

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone	\$1,100	\$1,100
	Local Telephone Service	\$1,100	\$1,100
Assessor OpEx			
520080	R & M - Equipment	\$250	\$250
	Office equip repair - phones - camera - laser	\$250	\$250
Assessor OpEx			
520100	Advertising & Binding	\$250	\$250
	Deeds and recording of liens.	\$250	\$250
Assessor OpEx			
520120	Data Processing	\$100	\$100
	To make a backup data base	\$100	\$100
Assessor OpEx			
520130	Professional Services	\$40,000	\$40,000
	Professional review + consulting for abatement hearing for ATB	\$40,000	\$40,000
Assessor OpEx			
540140	Books Periodicals Subs	\$400	\$400
	Professional organization subscriptions	\$400	\$400
Assessor OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540150	Print Postage Stationary		\$1,000	\$1,000
		Mailings for income and expense requests and for sales verification letters required by the DOR	\$1,000	\$1,000
Assessor OpEx				
540220	Office Supplies		\$1,000	\$1,000
		Office supplies	\$1,000	\$1,000
Assessor OpEx				
570010	Car Allowance/Mileage		\$6,480	\$7,200
		Vehicle Allowance Assesor \$300/month	\$3,600	\$3,600
Assessor OpEx		Vehicle Allowance Lister \$90/month Walsh, Thompson	\$1,440	\$1,080
		Vehicle Allowance Lister \$120/month Townsend, Helen	\$1,440	\$1,440
		Vehicle Allowance Lister \$90/month Anderson, Ruth	\$0	\$1,080
570020	Dues & Memberships		\$1,000	\$1,000
		IAAO, MAAO, NRAA, MASS CHAPT IAAO, SPA, Appraisal Institute	\$1,000	\$1,000
Assessor OpEx				
570030	Travel		\$3,900	\$3,900
		Schools and meetings required	\$3,900	\$3,900
Assessor OpEx				
			\$55,480	\$56,200
580010	Office Equipment		\$700	\$0
Assessor Equip				
			\$700	\$0

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520240	RE/Pers Prop Discover		\$15,000	\$15,000
		Personal Property Revaluation and Discovery	\$15,000	\$15,000
Assessor SepAp		Commerical Property Revaluation	\$0	\$0
		Residential Proerpty Revaluation	\$0	\$0
			\$15,000	\$15,000
Assessor			\$71,180	\$71,200

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Treasurer & Collector

0145

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$87,419	\$89,509	\$89,168	\$90,951	\$90,951	\$90,602	\$104,541
510080 Sick Leave Plan II	\$1,675	\$1,708	\$0	\$0	\$1,742	\$0	\$0
510100 Longevity	\$200	\$200	\$200	\$200	\$200	\$200	\$200
510140 Stipends	\$500	\$500	\$500	\$500	\$250	\$500	\$500
Treasurer PEA	\$89,794	\$91,917	\$89,868	\$91,651	\$93,143	\$91,302	\$105,241
510010 S & W - Full Time	\$205,312	\$217,332	\$221,492	\$225,367	\$221,002	\$228,603	\$228,603
510030 S & W - Temporary	\$4,616	\$0	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$668	\$712	\$0	\$0	\$0	\$0	\$0
510090 Overtime	\$458	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$350	\$350	\$475	\$475	\$125	\$125	\$125
Treasurer S&C	\$211,404	\$218,393	\$221,967	\$225,842	\$221,127	\$228,728	\$228,728
520040 Utility - Telephone	\$611	\$431	\$1,400	\$1,400	\$112	\$1,400	\$1,400
520080 R & M - Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520100 Advertising & Binding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520120 Data Processing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$29,845	\$38,154	\$31,000	\$31,000	\$25,375	\$37,000	\$37,000
520140 Rental of Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520220 Services-Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$125	\$125	\$300	\$300	\$125	\$300	\$300
540150 Print Postage Stationary	\$5,864	\$6,244	\$5,900	\$5,900	\$2,349	\$5,900	\$5,900
540220 Office Supplies	\$860	\$1,078	\$2,500	\$2,500	\$1,159	\$2,500	\$2,500
570010 Car Allowance/Mileage	\$1,440	\$1,440	\$1,440	\$1,440	\$600	\$1,440	\$1,440
570020 Dues & Memberships	\$390	\$390	\$577	\$577	\$380	\$577	\$577
570030 Travel	\$287	\$513	\$700	\$700	\$488	\$700	\$700
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
570180 Other - Not Classified	\$0	\$0	\$0	\$0	\$50	\$0	\$0
570190 Bond Registration	\$0	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
Treasurer OpEx	\$39,422	\$48,374	\$44,817	\$44,817	\$30,638	\$50,817	\$50,817
580010 Office Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580020 Computer Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Treas & Coll Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570700 Clearing & Sale Tax Title	\$13,481	\$4,563	\$35,000	\$43,500	\$9,095	\$35,000	\$30,000
Treasurer SepAp	\$13,481	\$4,563	\$35,000	\$43,500	\$9,095	\$35,000	\$30,000
Treasurer & Collector	\$354,101	\$363,248	\$391,652	\$405,810	\$354,002	\$405,848	\$414,786

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Collector-Treasurer

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Carolyn Marcotte	DH-4							E		37.50	\$1,742.35	8.00	\$13,938.80	\$13,938.80
Vacant	DH-4							E		37.50	\$1,742.35	52.00	\$90,602.20	\$90,602.20
Paul Redmond	PT-2							E	\$29.15	37.50	\$1,093.13	52.00	\$56,842.50	\$56,842.50
Christine Fowler	A-4							E	\$24.82	37.50	\$930.75	52.00	\$48,399.00	\$48,399.00
Lindsay Ames	A-2							E	\$21.14	37.50	\$792.75	52.00	\$41,223.00	\$41,223.00
Karen Berger	A-2							E	\$21.14	37.50	\$792.75	52.00	\$41,223.00	\$41,223.00
Amanda Favreau	A-2	D	\$20.23	37.50	9.00	\$758.63	\$6,827.63	E	\$21.14	37.50	\$792.75	43.00	\$34,088.25	\$40,915.88
														\$228,603.38

Longevity Payments			
Name	Amount		
Lindsay Ames	\$125	Sal 03	\$125
	\$125		\$125

Value of Step Increases									
								FTE's	6.00
Amanda Favreau	C to D	\$20.23	\$21.14	\$0.91	37.50	\$34.13	43.00		\$1,467.38
									\$1,467.38

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Treasurer & Collector

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone		
	Telephone Reimb-Light Dept	\$1,400	\$1,400
		\$1,400	\$1,400
Treasurer OpEx			
520130	Professional Services		
	General Services	\$37,000	\$37,000
		\$25,000	\$25,000
	Lock box services	\$12,000	\$12,000
Treasurer OpEx			
540140	Books Periodicals Subs		
	VERIBANC Bank Rating Service	\$300	\$300
		\$300	\$300
Treasurer OpEx			
540150	Print Postage Stationary		
	Check stock; MICR Toner; YRLY Tax forms; Envelopes	\$5,900	\$5,900
		\$5,900	\$5,900
Treasurer OpEx			
540220	Office Supplies		
	General Office supplies	\$2,500	\$2,500
		\$2,500	\$2,500
Treasurer OpEx			
570010	Car Allowance/Mileage		
	Monthly stipend; Treas & Asst @ \$60/mon	\$1,440	\$1,440
		\$1,440	\$1,440
Treasurer OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570020	Dues & Memberships		\$577	\$577
		MCTA; WORC CTY ASSN; MGOFA	\$577	\$577
Treasurer OpEx				
570030	Travel		\$700	\$700
		meetings & conferences	\$700	\$700
Treasurer OpEx				
570190	Bond Registration		\$1,000	\$1,000
		Paying Agent fees to US Bank for issued Debt.	\$1,000	\$1,000
Treasurer OpEx				
			\$50,817	\$50,817
			\$0	\$0
570700	Clearing & Sale Tax Title		\$35,000	\$30,000
		Tax Takings; Legal; Land Court; Adv Costs	\$35,000	\$30,000
Treasurer SepAp				
			\$35,000	\$30,000
Treasurer & Collector				
			\$85,817	\$80,817

**Town of Shrewsbury
Treasurer's Office**

**Annual Report on Investments
(Comments as of June 30, 2016)**

Prepared by: Carolyn J. Marcotte, Treasurer-Collector

Fiscal Year 2016 (FY16) was a year for the record books. As many market participants anticipated, the Federal Reserve finally brought to an end their zero-interest rate policy with regards to the overnight lending rate. While the Federal Reserve raised rates by a paltry one-quarter of one percent, this action was the first rate hike since 2006, and exactly seven years since rates hit zero on December 16, 2008. However, focusing solely on interest rates ignores the numerous other headlines of the fiscal year.

West Texas Intermediate, the benchmark for U.S. oil prices, began the fiscal year around \$60 a barrel, plunged under \$30 by January 2016 and closed out the year around \$48. This volatility made for interesting headlines (and prophecies) throughout the year. U.S. stock markets saw dramatic volatility in August 2015 culminating in the first 10% loss in four years. Global events also conspired to make financial waves in the U.S. markets, including the ongoing drama in Greece, currency devaluations in China, a continuing trend lower in foreign government bond yields and the all-consuming debate and surprise outcome of the Brexit vote in the U.K. at the close of the year.

Interest rates did move in FY16; however, betting that rates moved higher would be a bit early on the wager. The 10-Year U.S. Treasury (UST) opened the fiscal year at 2.33% yet closed out the year at an awe-inspiring 1.49% (only 12 basis points (0.12%) off an historical low reached in early July). More appropriate to the Town's target of an intermediate-term portfolio, the 5-Year UST began the fiscal year at 1.62% and ended at 1.01%.

While the Federal Reserve did in fact raise rates in December 2015, and official press releases at the time projected three more rate hikes during calendar year 2016, there were no additional rate hikes prior to the close of the fiscal year. The domestic and global events discussed above, as well as a bitterly contentious U. S. presidential election, helped drive rates materially lower going into the close of the fiscal year.

Prior to the FY16, it was FY13 that had thus far marked the low point in long-term U.S. Government bond yields. The 10-Year UST touched 1.39% in July 2012, but a new low was posted in FY16. The same forces that have constrained the U.S. economy and interest rates since the Great Recession began in 2008 worked to keep a lid on rates:

- slow economic growth (as measured by GDP figures);
- an improving but anemic (quality-wise) jobs recovery;
- subdued inflation pressures; and
- milder inflation expectations.

These factors, and global pressures, have persuaded the Federal Reserve to move cautiously when it comes to normalizing interest rates back to historical levels.

The economy showed some encouraging signs of strength during this period through:

- improving unemployment numbers;
- record cash on corporate balance sheets;
- continuing share repurchases by corporate America;
- record corporate profit margins;
- a healthy real estate market; and
- improving economic growth figures (GDP).

Town of Shrewsbury, Treasurer's Office
Annual Report on Investments
Page Two

While one may be inclined to envision these factors working to stabilize or reverse the downward trend in bond yields, lackluster domestic earnings growth (due a great deal to energy companies reeling from low prices) and major global events have kept collective government bond interest rates at or near historical lows.

Consequently, while a number of market strategists again believed higher interest rates to be just around the proverbial corner in FY16, bond markets posted lower yields closing out the fiscal year vs. the start of the year. The Operating Account posted a +1.70% return for the period. Comparatively, the Barclays Capital U.S. Government/Credit 1-3 Year Bond Index returned +1.59%; the Barclays Capital Aggregate Bond Index, boasting a much longer duration and lower credit quality (i.e., high yield bonds) than the Town's account, gained +6.00%, and the Barclays U.S. Government/Credit 1-5 Year Bond Index returned +3.44%. The Barclays Aggregate Bond Index and 1-5 Year Bond Index outperformed due to their longer duration exposure than the Town's portfolio and their exposure to a broad array of asset-backed securities not permitted under Massachusetts General Law.

Against this backdrop of gradual improvement in the overall economy, our advisor expects the Federal Reserve (Fed) to continue their vigilance by working to stimulate the economy with low interest rates and verbal positive reinforcement of their accommodative stance. The Fed is expected to continue to wind down their programs of quantitative easing as the economic outlook continues to improve and financial conditions permit.

Interest rates have not yet begun to move materially higher, and the advisor believes they will most likely continue to only creep higher in line with improving economic data. Given the current economic situation, expectations are for the Fed to slightly increase the target Federal Funds rate during Fiscal Year 2017 (FY17) with an improving economic picture, increased inflation expectations and subdued global headlines as a rationale for higher rates in FY17 and beyond.

Total investment income for FY16 was \$462,709.32 compared to \$459,239.69 for Fiscal Year 2015. Considering the yield on a comparable municipal benchmark - the Massachusetts Municipal Depository Trust (MMDT) - did move materially higher throughout the year, from 0.23% (30-day yield) on June 30, 2015 to 0.59% on June 30, 2016, but from a much lower base, I am very satisfied with our overall investment income for FY16. Given the impressive and stable returns in an historic time period for interest rates, I am confident in the stewardship and acumen demonstrated by our investment advisors.

The investment manager continues to monitor the Town's exposure to the publicly traded mortgage issuers, Fannie Mae (FNM/FNMA) and Freddie Mac (FMC/FHLMC). Since the effective nationalization of the firms in September 2008, the government has, in essence, usurped majority control of both housing finance entities in exchange for billions of dollars of capital contributions. The debt securities continue to carry the same ratings as UST bonds from the major rating agencies, and the level of security is deemed to be at the highest level. One should expect changes to this status quo if the incumbent party loses the presidential election in FY17.

In summary, the Operating Fund, given the constraints of the Massachusetts Legal List, has performed extremely well in respect to relative short-term benchmarks without compromise to quality, future opportunity, or equally as important - income. Given the bond markets' and money market funds' historically low interest rates, the portfolio has earned a competitive level of interest income while protecting the Town from the threat of market value losses resulting from higher interest rates.

Town of Shrewsbury, Treasurer's Office
Annual Report on Investments
Page Three

Higher interest rates, while beneficial from an earnings perspective, can be quite damaging if achieved over a short period of time. The Operating Fund has been tactically allocated to mitigate the potential harm from rising rates, much more so than any of the aforementioned benchmarks. We expect the efforts of our portfolio construction and continual review to benefit the Town for years to come. The investment manager's active approach to portfolio management has defended our yield while protecting principal through diversification of credit and maturity. The Town should expect a continuance of excellent performance in the current fiscal year.

Respectfully submitted,

Carolyn J. Marcotte
Treasurer-Collector
01/17/2017

**TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget**

Town Counsel

0151

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510000 Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Counsel PEA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$71,055	\$94,211	\$96,000	\$96,000	\$76,476	\$120,000	\$120,000
520220 Services-Not Classified	\$0	\$0	\$900	\$900	\$0	\$900	\$900
570020 Dues & Memberships	\$0	\$0	\$300	\$300	\$0	\$300	\$300
570180 Other - Not Classified	\$0	\$3,775	\$3,000	\$3,000	\$0	\$3,000	\$3,000
Town Counsel OpEx	\$71,055	\$97,986	\$100,200	\$100,200	\$76,476	\$124,200	\$124,200
Town Counsel	\$71,055	\$97,986	\$100,200	\$100,200	\$76,476	\$124,200	\$124,200

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Town Counsel

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520130 Professional Services		\$120,000	\$120,000
	Based on expenditures to date whereby we are spending approx. \$10,000 per month.	\$120,000	\$120,000
Town Counsel OpEx			
520220 Services-Not Classified		\$900	\$900
Town Counsel OpEx			
570020 Dues & Memberships		\$300	\$300
Town Counsel OpEx			
570180 Other - Not Classified		\$3,000	\$3,000
	Funds expenses incurred by other professionals and may include filing fees and other expenses	\$3,000	\$3,000
Town Counsel OpEx		\$124,200	\$124,200
Town Counsel		\$124,200	\$124,200

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Town Clerk

0161

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$79,127	\$81,018	\$80,709	\$82,323	\$43,843	\$82,008	\$82,008
510080 Sick Leave Plan II	\$1,213	\$309	\$0	\$0	\$1,577	\$0	\$0
510100 Longevity	\$350	\$350	\$400	\$400	\$400	\$400	\$400
Town Clerk PEA	\$80,690	\$81,677	\$81,109	\$82,723	\$45,820	\$82,408	\$82,408
510010 S & W - Full Time	\$17,653	\$17,817	\$19,575	\$19,971	\$10,544	\$65,793	\$65,793
510020 S & W - Part Time	\$28,134	\$28,507	\$28,282	\$28,846	\$15,360	\$0	\$0
510080 Sick Leave Plan II	\$531	\$542	\$0	\$0	\$0	\$0	\$0
510090 Overtime	\$534	\$767	\$1,000	\$1,000	\$157	\$1,000	\$1,000
510100 Longevity	\$125	\$125	\$125	\$125	\$125	\$0	\$0
510110 Work Incentive Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Town Clerk S&C	\$46,977	\$47,758	\$48,982	\$49,941	\$26,186	\$66,793	\$66,793
520040 Utility - Telephone	\$444	\$239	\$800	\$800	\$62	\$800	\$800
520080 R & M - Equipment	\$105	\$110	\$110	\$110	\$120	\$150	\$150
520100 Advertising & Binding	\$1,515	\$378	\$1,000	\$1,800	\$812	\$1,000	\$1,000
520130 Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540150 Print Postage Stationary	\$824	\$400	\$1,000	\$1,900	\$1,256	\$1,000	\$1,000
540220 Office Supplies	\$1,531	\$1,355	\$1,600	\$1,600	\$335	\$1,600	\$1,600
570010 Car Allowance/Mileage	\$500	\$500	\$500	\$500	\$250	\$500	\$500
570020 Dues & Memberships	\$385	\$370	\$395	\$395	\$370	\$395	\$395
570030 Travel	\$1,262	\$280	\$1,750	\$1,750	\$1,647	\$1,750	\$1,750
570040 Insurance & Bonds	\$100	\$100	\$100	\$100	\$0	\$100	\$100
Town Clerk OpEx	\$6,667	\$3,732	\$7,255	\$8,955	\$4,852	\$7,295	\$7,295
580010 Office Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment less Trade In	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
Town Clerk	\$134,334	\$133,168	\$137,346	\$141,620	\$76,858	\$156,496	\$156,496

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: TOWN CLERK/ELECTION & REGISTRATION

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Wright, Sandra	DH3							E			\$1,577.08	52.00	\$82,008.16	\$82,008.16
Vacant	PT-1							A	\$23.17	37.50	\$868.88	52.00	\$45,181.50	\$45,181.50
Thomas Sharon	A-2							E	\$21.14	18.75	\$396.38	52.00	\$20,611.50	\$20,611.50
Thomas Sharon	A-2							E	\$21.14	18.75	\$396.38	52.00	\$20,611.50	\$20,611.50
Thompson Kathleen	A-2	C	\$19.36	18.00	40.00	\$348.48	\$13,939.20	D	\$20.23	18.00	\$364.14	12.00	\$4,369.68	\$18,308.88
													\$104,713.38	
													FTE's	3.48

Longevity Payments

Name	Amount
Wright, Sandra	\$400
	\$400

Value of Step Increases							
Thompson Kathleen	19.36	\$20.23	\$0.87	18.00	\$15.66	12.00	\$187.92
							\$187.92

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Town Clerk

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone		
	Telephone	\$800	\$800
		\$800	\$800
Town Clerk OpEx			
520080	R & M - Equipment		
	R & M - time stamp annual contract	\$150	\$150
		\$150	\$150
Town Clerk OpEx			
520100	Advertising & Binding		
	Binding Town Records	\$1,000	\$1,000
		\$1,000	\$1,000
Town Clerk OpEx			
540150	Print Postage Stationary		
	Dog tags and Hooks	\$1,000	\$1,000
		\$500	\$500
Town Clerk OpEx	Envelopes, Bonded paper for vital records	\$500	\$500
	Archival paper for vital records	\$500	\$500
540220	Office Supplies		
		\$1,600	\$1,600
		\$400	\$400
Town Clerk OpEx	Miscellaneous: manila envelopes, pendaflex folders	\$700	\$700
	Binders: Birth, Death, Marriage Records	\$700	\$700
	Plastic sleeves: Vital records	\$500	\$500
570010	Car Allowance/Mileage		
		\$500	\$500
		\$500	\$500
Town Clerk OpEx			
	State, County Meetings		

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570020	Dues & Memberships		\$395	\$395
		Worc. County Town Clerks Assoc.	\$25	\$25
	Town Clerk OpEx	Mass. Town Clerks Assoc.	\$150	\$150
		International Institute of Municipal Clerks	\$195	\$195
		N.E. Town Clerks Assoc.	\$25	\$25
570030	Travel		\$1,750	\$1,750
		Mass. Town Clerk's Conferences Worcester County Meetings	\$1,750	\$1,750
	Town Clerk OpEx			
570040	Insurance & Bonds		\$100	\$100
		Town Clerk Performance Bond	\$100	\$100
	Town Clerk OpEx		\$7,295	\$7,295
			\$0	\$0
Town Clerk			\$7,295	\$7,295

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Elections & Registrations

0162

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510020 S & W - Part Time	\$2,100	\$2,100	\$2,500	\$2,500	\$1,050	\$2,500	\$2,500
Election PEA	\$2,100	\$2,100	\$2,500	\$2,500	\$1,050	\$2,500	\$2,500
510010 S & W - Full Time	\$17,653	\$17,817	\$19,575	\$19,971	\$10,544	\$20,612	\$20,612
510020 S & W - Part Time	\$17,288	\$13,282	\$17,249	\$17,592	\$8,595	\$18,309	\$18,309
510030 S & W - Temporary	\$45,339	\$24,954	\$41,681	\$41,681	\$22,805	\$16,350	\$16,350
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Election S&C	\$80,280	\$56,054	\$78,505	\$79,243	\$41,943	\$55,270	\$55,270
510030 S & W - Temporary	\$30,638	\$13,771	\$17,286	\$17,286	\$13,620	\$7,350	\$7,350
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Election Other	\$30,638	\$13,771	\$17,286	\$17,286	\$13,620	\$7,350	\$7,350
520080 R & M - Equipment	\$2,434	\$2,211	\$3,025	\$3,025	\$2,475	\$3,300	\$3,300
520100 Advertising & Binding	\$0	\$0	\$0	\$0	\$50	\$0	\$0
520120 Data Processing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$15,524	\$13,620	\$17,250	\$17,250	\$2,982	\$12,750	\$12,750
540150 Print Postage Stationary	\$17,259	\$18,519	\$21,750	\$26,034	\$13,269	\$23,250	\$23,250
540220 Office Supplies	\$1,342	\$756	\$1,200	\$1,200	\$169	\$1,200	\$1,200
570180 Other - Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Election OpEx	\$36,559	\$35,107	\$43,225	\$47,509	\$18,945	\$40,500	\$40,500
580010 Office Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment less Trade In	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Elections & Registrations	\$149,577	\$107,031	\$141,516	\$146,538	\$75,559	\$105,620	\$105,620

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Elections & Registrations

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520080	R & M - Equipment	\$3,300	\$3,300
	Maintenance Contract -11 Accu-vote voting machines @300.00 per voting machine	\$3,300	\$3,300
Election OpEx			
520130	Professional Services	\$12,750	\$12,750
	Coding Accu-Vote voting machines - Annual Town Election	\$2,750	\$2,750
Election OpEx	Ballot Printing/Shipping - Annual Town Election	\$7,000	\$7,000
	Coding AutoMark Handicapped voting machines - Annual Town Election	\$2,500	\$2,500
	SAC - Hall rental fee for 1election @ 500.00/election	\$500	\$500
	Coding Automark Handicapped Voting Machines - Presidential Primary	\$0	\$0
	Coding Accu-Vote voting machines - State Primary	\$0	\$0
	Coding - Accu-Vote voting machines - State Election	\$0	\$0
	Coding - Automark Handicapped Voting Machines - State Election	\$0	\$0
540150	Print Postage Stationary	\$23,250	\$23,250
	Envelopes, mailings to Town Meeting Members	\$250	\$250
Election OpEx	Printing of Voter Confirmation Notices	\$500	\$500
	Census programming forms & postage	\$11,000	\$11,000
	Census forms & postage for 2nd mailing	\$5,000	\$5,000
	Postage for Voter Confirmation Notices - approximately 1,500	\$1,500	\$1,500
	Printing Street Listing	\$5,000	\$5,000

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540220	Office Supplies		\$1,200	\$1,200
		Precinct Supplies - Tabulator tapes, Ballot marking pens, etc.	\$350	\$350
Election OpEx		Laser Printer Cartridge, Registrars Facsimile stamps, Miscellaneous	\$350	\$350
		Ink cartridges for AutoMark Voting Machines -	\$500	\$500
			\$40,500	\$40,500
			\$0	\$0
Elections & Registrations			\$40,500	\$40,500

**TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget**

Conservation Commission

0171

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Conservation S&C	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520040 Utility - Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$15	\$350	\$350	\$0	\$350	\$350
540220 Office Supplies	\$189	\$0	\$250	\$250	\$249	\$250	\$250
570010 Car Allowance/Mileage	\$29	\$74	\$300	\$300	\$44	\$300	\$300
570020 Dues & Memberships	\$678	\$690	\$800	\$800	\$703	\$800	\$800
570030 Travel	\$60	\$0	\$200	\$200	\$0	\$200	\$200
570180 Other - Not Classified	\$1	\$0	\$0	\$0	\$0	\$0	\$0
570930 Repair & Maint Cons Property	\$0	\$1,465	\$0	\$31,938	\$580	\$31,358	\$0
Conservation OpEx	\$956	\$2,244	\$1,900	\$33,838	\$1,576	\$33,258	\$1,900
520280 Trout Stocking	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Conservation SepAp	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Conservation Commission	\$956	\$2,244	\$1,900	\$33,838	\$1,576	\$33,258	\$1,900

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Conservation Commission

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540140	Books Periodicals Subs	\$350	\$350
	Books, Magazines, Newsletters MACC, MA DEP Reporter	\$350	\$350
Conservation OpEx			
540220	Office Supplies	\$250	\$250
	Office Supplies	\$250	\$250
Conservation OpEx			
570010	Car Allowance/Mileage	\$300	\$300
	Mileage for Site Inspections	\$300	\$300
Conservation OpEx			
570020	Dues & Memberships	\$800	\$800
	Mass. Assoc. of Conserv. Commissioners	\$800	\$800
Conservation OpEx			
570030	Travel	\$200	\$200
	Meetings	\$200	\$200
Conservation OpEx			
570930	Repair & Maint Cons Property	\$31,358	\$0
	Funds to be used for upkeep and maintenance of conservation properties.	\$31,358	\$0
Conservation OpEx			
		\$33,258	\$1,900
		\$0	\$0

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Plan/EcoDev

0174

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$23,126	\$4,930	\$52,000	\$52,000	\$11,636	\$60,000	\$60,000
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Plan/EcoDev PEA	\$23,126	\$4,930	\$52,000	\$52,000	\$11,636	\$60,000	\$60,000
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Plan/EcoDev S&C	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520040 Utility - Telephone	\$732	\$252	\$240	\$240	\$32	\$240	\$240
520100 Advertising & Binding	\$574	\$0	\$300	\$300	\$0	\$300	\$300
520130 Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520150 R & M - Public Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520220 Services-Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$0	\$100	\$100	\$0	\$100	\$100
540150 Print Postage Stationary	\$96	\$0	\$100	\$100	\$0	\$100	\$100
540220 Office Supplies	\$237	\$0	\$300	\$300	\$0	\$300	\$300
540230 Supplies - Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570010 Car Allowance/Mileage	\$480	\$120	\$200	\$200	\$16	\$300	\$300
570020 Dues & Memberships	\$500	\$154	\$200	\$200	\$225	\$600	\$600
570030 Travel	\$440	\$209	\$400	\$400	\$390	\$500	\$500
Plan/EcoDev OpEx	\$3,058	\$735	\$1,840	\$1,840	\$663	\$2,440	\$2,440
Plan/EcoDev	\$26,184	\$5,665	\$53,840	\$53,840	\$12,299	\$62,440	\$62,440

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Planning/Economic Development

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total	
Bernard Cahill Salary partially offset by fees	PT-6	B	\$31.64	37.50	32.00	\$1,186.50	\$37,968.00	C	\$33.06	37.50	\$1,239.75	20.00	\$24,795.00	\$62,763.00	1.00
													Offset By Fees	\$2,763.00	
													Tax Levy	\$60,000.00	
Christopher McGoldrick Salary offset by fees	PT-3	B	\$26.95	37.50	32.00	\$1,010.63	\$32,340.00	C	\$28.16	37.50	\$1,056.00	20.00	\$21,120.00	\$53,460.00	1.00
													Offset By Fees	\$53,460.00	

Funding Summary	
From Tax Levy	\$60,000.00
From PB Fees	\$56,223.00
	\$116,223.00

Tax Levy	\$0.00
FTE's	2.00

	Value of Step Increase					
Bernard Cahill	\$31.64	\$33.06	\$1.42	37.50	20.00	\$1,065.00
Christopher McGoldrick	\$26.95	\$28.16	\$1.21	37.50	20.00	\$907.50
						\$1,972.50



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5338

MEMORANDUM

TO: Daniel J. Morgado, Town Manager
FROM: Kristen D. Las, Assistant Town Manager/Economic Development
SUBJECT: Budget Request FY2018
DATE: November 18, 2016

The purpose of this memorandum is to outline projects and tasks that were undertaken by the Planning and Economic Development department in calendar year 2016 and to anticipate what work will be performed in calendar year 2017. This memo will also outline the budget requests for the Planning and Economic Development department for Fiscal Year 2018.

Description of Large-Scale Projects – Calendar Year 2016

- Zoning Bylaw Changes
 - Site Plan Approval for duplexes
 - Dimensional changes for duplexes
- Amendments to Planning Board Rules and Regulations for Special Permit and Site Plan Approval
- Complete Streets Policy with Board of Selectmen and Complete Streets Prioritization Plan development for Tier 2 Communities
- Began ADA Compliance Plan development
- Glavin Center
 - Reuse Committee staff work
 - Transfer of license for childcare facility from the Shrewsbury Public Library to Shrewsbury Engineering/Highway/Water/Sewer departments
- Green Street Land Acquisition
 - Involvement with the Commonwealth on the Home Rule Petition to purchase land from the State off Green Street
- Centech Park North
 - Continuation of staffing of the Shrewsbury Development Corporation, marketing the property and meeting with perspective users
 - Preparation and submittal of application for MassWorks Grant.
 - Exploration of Site Readiness Program

Memorandum

Daniel J. Morgado, Town Manager

November 18, 2016

Page 2 of 4

- Lakeway Commons
 - Attendance at bi-weekly construction meetings
 - Facilitate permitting with other departments and diminimus change requests with the Planning Board.
- Lakeway Business District
 - Continuation of attending monthly board meetings and providing guidance to the business group
- Master Plan Update
 - Continuation of staffing Master Plan Steering Committee
 - Assistance in Public Hearing Process with the Planning Board
 - Providing guidance to consultants to complete the Master Plan Update by Spring 2016
 - Continued outreach in support of the Master Plan with various Boards, Departments, Committees, and the public
 - Discussion with Board of Selectmen on Master Plan Implementation Committee (MPIC)
 - Call for interested parties to serve on MPIC
- Central Massachusetts Regional Health Alliance - Regional Health District
 - Continued participation on the governing board
 - Participation at local and national events to represent the Alliance
 - Providing high level guidance to the Alliance on regionalization issues
- The Pointe at Hills Farm Comprehensive Permit
 - Continued review of the project and coordination of peer review by outside consultants.
 - Additional staff support to ZBA for increase of meetings
- Population Projections
 - Provide yearly updates on the actual school children population based upon data provided by the School Committee
- Board Staffing
 - Planning Board
 - The Planning Board saw about the same number of projects that requested permits from 2014 to 2015. However, the fees dropped slightly as the magnitude of the projects were not as great as in 2014. There was minimal change in collected fees from 2015 to 2016.
 - Fees collected in 2013: \$14,150
 - Fees collected in 2014: \$47,715
 - Fees collected in 2015: \$38,770
 - Fees collected in 2016: \$38,335 (YTD)
 - Zoning Board of Appeals
 - The Zoning Board saw a slight decrease in the number of projects that requested permits from 2014 to 2015 but an overall increase in fees.
 - Fees collected in 2014: \$21,900 (78 hearings)
 - Fees collected in 2015: \$47,300 (67 hearings)
 - Fees collected in 2016: \$17,100 (57 hearings) (YTD)

Memorandum
 Daniel J. Morgado, Town Manager
 November 18, 2016
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- Trails Committee
- Master Plan Steering Committee
- Shrewsbury Development Corporation
- Various other tasks as directed by the Town Manager

Description of Anticipated Large-Scale Projects – Calendar Year 2017

- Continuation of majority of projects listed for 2016
- Begin implementing Master Plan, including zoning rewrite
- Continuation of permitting guidebook development
- Continuation of Inclusionary Zoning handbook development
- Prepare an Economic Development Fact Sheet about the Town
- Begin rezoning efforts for signs, parking and special permits
- Ongoing review of Lakeway Commons project and construction oversight
- Continued work with the Glavin Center regarding re-use and home rule petitions
- Collaboration with UMass regarding the potential redevelopment of their property at 222 Maple Avenue
- Conduct yearly audit of Avalon affordable unit eligibility
- Continuation of work to develop Centech Park North with the SDC
- Green Street Land Acquisition from the Commonwealth of Massachusetts
- Continuation of Complete Streets Initiative Tier 2 Community Process including Complete Streets Prioritization Plan development and ADA Compliance Plan development
- Other projects that may arise as the year progresses

Discussion of Planning and Economic Development Budget for Fiscal Year 2017

The Department of Planning and Economic Development was established by Town Meeting in May 2013, becoming effective, July 1, 2013. The first budget was prepared for the department for Fiscal Year 2015. In that budget, the Director requested and was granted a part time position for an Assistant Town Planner. A portion of the Director's salary was taken from the general Salary and Wages Full Time account with the remaining portion of the salary coming from the Planning Board fee account. The part time Assistant Town Planner was also funded from the Planning Board fee account. The Assistant Town Planner was hired and started at the beginning of September 2014 and was elevated to full time in June 2015.

As of July 2015, the Assistant Town Planner was staffing the Planning Board and in October 2015 the Zoning Board of Appeals. I was elevated to the position of Assistant Town Manager in October 2015 which resulted in a vacancy in the Planning and Economic Development Department. I still serve as the department head for the Department.

In my Fiscal Year 2017 budget request, I asked for the Assistant Town Planner, to be elevated to PT-6, Step A, Town Planner/Economic Development Coordinator and for a new person to be hired for the PT-3, Step A, Assistant Town Planner position, full time.

Memorandum
Daniel J. Morgado, Town Manager
November 18, 2016
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In June 2016, the Assistant Town Planner position was vacated, leaving an opening for Town Planner and Assistant Town Planner. In August 2016, a part time Town Planner was hired at PT-6, Step A and a full time Assistant Town Planner was hired at PT-3, Step A.

The Department will be requesting increasing the hours of the Town Planner to full time, PT-6, Step B (7/1/2017), up to Step C 2/8/2017. The Department requests a continuance of the Assistant Town Planner position full time, PT-3, Step B (7/1/2017), up to Step C 2/10/2017.

A portion of the Town Planner position will come out of the general Salary and Wages Full Time account, a portion will come out of Planning Board Fee account and the Assistant Town Planner's salary will continue to come out of Planning Board Fee account.

Summary

The Planning and Economic Development Department continues to engage in both day to day operations and high level projects for the Town of Shrewsbury. Based upon projections of work for Fiscal Year 2018 and beyond, I request that the Planning and Economic Development Department be staffed at 2.0 Full Time Equivalent (FTE) with shared administrative duties with the Engineering Department. I am happy to answer any questions or provide clarification before or during the Finance Committee Budget Hearing for which I am scheduled to attend in February 2017.

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Plan/EcoDev

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone	\$240	\$240
	SELCO telephone for office	\$240	\$240
Plan/EcoDev OpEx			
520100	Advertising & Binding	\$300	\$300
	Advertising for various RFP's and legal ads	\$300	\$300
Plan/EcoDev OpEx			
540140	Books Periodicals Subs	\$100	\$100
	Planning related publications for further education	\$100	\$100
Plan/EcoDev OpEx			
540150	Print Postage Stationary	\$100	\$100
	Monthly postage for various mailings	\$100	\$100
Plan/EcoDev OpEx			
540220	Office Supplies	\$300	\$300
	Various office supplies, pens, paper, calendars, etc.	\$300	\$300
Plan/EcoDev OpEx			
570010	Car Allowance/Mileage	\$300	\$300
	Mileage for town planner and assistant planner	\$300	\$300
Plan/EcoDev OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570020	Dues & Memberships		\$600	\$600
		Town Planner APA Dues	\$600	\$600
Plan/EcoDev OpEx				
570030	Travel		\$500	\$500
		Various conferences and workshops	\$500	\$500
Plan/EcoDev OpEx			\$2,440	\$2,440
Plan/EcoDev			\$2,440	\$2,440

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Planning Board

0175

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510020 S & W - Part Time	\$500	\$700	\$1,000	\$1,000	\$400	\$0	\$0
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning Board PEA	\$500	\$700	\$1,000	\$1,000	\$400	\$0	\$0
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$1,000	\$1,000
Planning Board S&C	\$0	\$0	\$0	\$0	\$0	\$1,000	\$1,000
520040 Utility - Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520100 Advertising & Binding	\$265	\$575	\$300	\$300	\$84	\$300	\$300
520130 Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520220 Services-Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$0	\$100	\$100	\$0	\$100	\$100
540150 Print Postage Stationary	\$0	\$0	\$100	\$100	\$96	\$100	\$100
540220 Office Supplies	\$28	\$10	\$100	\$100	\$343	\$100	\$100
570010 Car Allowance/Mileage	\$0	\$0	\$50	\$50	\$23	\$50	\$50
570020 Dues & Memberships	\$0	\$0	\$50	\$50	\$0	\$50	\$50
570030 Travel	\$150	\$105	\$300	\$300	\$0	\$300	\$300
Planning Board OpEx	\$442	\$690	\$1,000	\$1,000	\$547	\$1,000	\$1,000
571310 Economic Dev Assess Tool	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning Board SepAP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning Board	\$942	\$1,390	\$2,000	\$2,000	\$947	\$2,000	\$2,000

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Planning Board

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520100 Advertising & Binding		\$300	\$300
	T & G Advertising for Legal ads and RFP's, Binding	\$300	\$300
Planning Board OpEx			
540140 Books Periodicals Subs		\$100	\$100
	Books, Magazines, Newsletters, etc.	\$100	\$100
Planning Board OpEx			
540150 Print Postage Stationary		\$100	\$100
	Printing, Postage, Stationary	\$100	\$100
Planning Board OpEx			
540220 Office Supplies		\$100	\$100
	Planning Board Operating Expense (5W)	\$100	\$100
Planning Board OpEx			
570010 Car Allowance/Mileage		\$50	\$50
	Car Allowance/Mileage	\$50	\$50
Planning Board OpEx			
570020 Dues & Memberships		\$50	\$50
	Dues, Memberships for Board Members	\$50	\$50
Planning Board OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570030	Travel		\$300	\$300
		Meetings, Conferences, Travel for Board members	\$300	\$300
	Planning Board OpEx		\$1,000	\$1,000
			\$0	\$0
	Planning Board		\$1,000	\$1,000

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Board of Appeals

0176

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510020 S & W - Part Time	\$1,447	\$1,442	\$1,750	\$1,750	\$882	\$1,750	\$1,750
510090 Overtime	\$102	\$308	\$500	\$500	\$124	\$500	\$500
Appeals Board S&C	\$1,549	\$1,750	\$2,250	\$2,250	\$1,006	\$2,250	\$2,250
520130 Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540150 Print Postage Stationary	\$331	\$248	\$650	\$650	\$165	\$650	\$650
540220 Office Supplies	\$22	\$74	\$250	\$250	\$0	\$250	\$250
570020 Dues & Memberships	\$0	\$145	\$250	\$250	\$30	\$250	\$250
570030 Travel	\$0	\$0	\$500	\$500	\$0	\$500	\$500
Appeals Board OpEx	\$352	\$467	\$1,650	\$1,650	\$195	\$1,650	\$1,650
Board of Appeals	\$1,901	\$2,217	\$3,900	\$3,900	\$1,201	\$3,900	\$3,900

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Board of Appeals

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540150	Print Postage Stationary	\$650	\$650
	Purchase of stationery and envelopes for mailing of notices and decisions.	\$650	\$650
Appeals Board OpEx			
540220	Office Supplies	\$250	\$250
	Purchase of folders, stamps, tapes, nameplates, etc.	\$250	\$250
Appeals Board OpEx			
570020	Dues & Memberships	\$250	\$250
	Dues & Memberships for Board Members	\$250	\$250
Appeals Board OpEx			
570030	Travel	\$500	\$500
	professional educational meetings for board members	\$500	\$500
Appeals Board OpEx			
		\$1,650	\$1,650
Board of Appeals		\$1,650	\$1,650

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Public Buildings

0192

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$96,163	\$98,462	\$98,086	\$100,048	\$53,282	\$99,664	\$99,664
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$400	\$400	\$400	\$400	\$400	\$450	\$450
Public Buildings PEA	\$96,563	\$98,862	\$98,486	\$100,448	\$53,682	\$100,114	\$100,114
510010 S & W - Full Time	\$44,430	\$45,525	\$45,160	\$46,060	\$24,589	\$45,884	\$45,884
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$238	\$275	\$275	\$275	\$275	\$300	\$300
Public Buildings S&C	\$44,667	\$45,800	\$45,435	\$46,335	\$24,864	\$46,184	\$46,184
510010 S & W - Full Time	\$790,304	\$873,267	\$983,730	\$987,447	\$496,900	\$990,583	\$990,583
510020 S & W - Part Time	\$18,451	\$20,217	\$30,921	\$30,921	\$5,887	\$21,427	\$21,427
510030 S & W - Temporary	\$6,601	\$3,412	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$3,590	\$3,293	\$0	\$0	\$2,622	\$0	\$0
510090 Overtime	\$50,300	\$32,561	\$40,000	\$40,000	\$22,715	\$45,000	\$45,000
510100 Longevity	\$2,925	\$2,500	\$2,625	\$2,625	\$2,550	\$2,725	\$2,725
510110 Work Incentive Program	\$150	\$0	\$0	\$0	\$0	\$0	\$0
510240 Standby Pay	\$0	\$0	\$0	\$0	\$0	\$15,000	\$15,000
Public Buildings Other	\$872,320	\$935,250	\$1,057,276	\$1,060,993	\$530,674	\$1,074,735	\$1,074,735
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520010 Utility - Electricity	\$787,911	\$727,874	\$772,000	\$772,000	\$322,520	\$735,000	\$735,000
520020 Utility - Natural Gas	\$287,135	\$200,312	\$295,000	\$295,000	\$75,805	\$250,000	\$250,000
520030 Utility - Heating Oil	\$1,077	\$0	\$0	\$0	\$1,715	\$0	\$0
520040 Utility - Telephone	\$3,126	\$2,779	\$4,000	\$4,000	\$1,268	\$3,500	\$3,500
520060 Utility - Water	\$40,110	\$40,749	\$40,700	\$40,700	\$26,165	\$40,700	\$40,700

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
520070 Utility - Sewer	\$15,896	\$15,506	\$16,000	\$16,000	\$7,425	\$16,000	\$16,000
520080 R & M - Equipment	\$4,494	\$6,792	\$7,500	\$7,500	\$9,324	\$7,500	\$7,500
520090 R & M - Building	\$500,008	\$241,847	\$215,000	\$223,184	\$159,467	\$220,000	\$220,000
520100 Advertising & Binding	\$2,606	\$1,635	\$1,000	\$1,000	\$656	\$1,000	\$1,000
520110 Hospital & Medical	\$308	\$0	\$250	\$250	\$154	\$250	\$250
520120 Data Processing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$822,868	\$825,780	\$828,000	\$835,300	\$843,492	\$877,000	\$877,000
520140 Rental of Equipment	\$64	\$0	\$1,400	\$1,400	\$0	\$1,400	\$1,400
520220 Services-Not Classified	\$4,075	\$4,000	\$5,000	\$5,000	\$4,000	\$5,000	\$5,000
520530 Parker Rd -Beal West Rental	\$32,031	\$32,760	\$32,760	\$32,760	\$32,760	\$32,760	\$32,760
540010 Automotive	\$6,853	\$7,312	\$7,000	\$7,000	\$7,649	\$7,000	\$7,000
540030 Building	\$85,271	\$123,084	\$96,000	\$96,000	\$77,413	\$100,000	\$100,000
540070 Asphalt & Bit Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540100 Seed, Loam & Fertilizer	\$2,337	\$2,202	\$1,000	\$1,000	\$706	\$1,500	\$1,500
540110 Public Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540120 Clothing & Uniforms	\$6,562	\$10,019	\$9,375	\$9,375	\$9,656	\$9,750	\$9,750
540150 Print Postage Stationary	\$282	\$306	\$400	\$400	\$106	\$400	\$400
540190 Custodial Supplies	\$2,251	\$5,120	\$9,000	\$9,000	\$3,112	\$9,000	\$9,000
540200 Educational Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540220 Office Supplies	\$178	\$265	\$300	\$300	\$148	\$300	\$300
540230 Supplies - Not Classified	\$74	\$44	\$200	\$200	\$0	\$200	\$200
540240 Small Tools & Misc Equip	\$8,792	\$8,547	\$4,000	\$4,000	\$3,071	\$4,000	\$4,000
570010 Car Allowance/Mileage	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570020 Dues & Memberships	\$210	\$275	\$275	\$275	\$275	\$275	\$275
570030 Travel	\$1,234	\$860	\$1,000	\$1,000	\$94	\$1,000	\$1,000
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570080 Inspection Fees	\$1,580	\$8,500	\$8,705	\$8,705	\$5,455	\$8,875	\$8,875
570180 Other - Not Classified	\$550	\$3,353	\$200	\$200	\$110	\$200	\$200
Public Buildings OpEx	\$2,617,883	\$2,269,921	\$2,356,065	\$2,371,549	\$1,592,544	\$2,332,610	\$2,332,610
580030 Passenger Cars	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580040 Trucks & Tractors	\$0	\$0	\$0	\$0	\$0	\$23,000	\$0
580060 Radio Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
580070 Electrical & Mechanical	\$0	\$1,950	\$7,150	\$7,150	\$5,663	\$1,275	\$1,275
Public Buildings Equip	\$0	\$1,950	\$7,150	\$7,150	\$5,663	\$24,275	\$1,275
571160 Municipal Off Site Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0
571380 STM Art 6 Op & Maint Review	\$14,273	\$188,559	\$0	\$47,168	\$3,540	\$0	\$0
572020 Police Modular Add Study	\$0	\$0	\$0	\$0	\$0	\$0	\$0
585120 Major Building Repairs	\$82,241	\$237,233	\$272,800	\$659,207	\$231,795	\$299,300	\$299,300
Public Buildings SepAp	\$96,513	\$425,792	\$272,800	\$706,375	\$235,335	\$299,300	\$299,300
Public Buildings	\$3,727,947	\$3,777,574	\$3,837,211	\$4,292,850	\$2,442,762	\$3,877,218	\$3,854,218

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Public Buildings

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total	
Cox, Robert	DH 5							E	\$1,916.62	37.5		52.0	\$99,664.24	\$99,664.24	
												FTE	1.00	\$99,664.24	
Hemmendinger, Karin	A-3							E	\$23.53	18.75	\$441.19	52.0	\$22,941.75	\$22,941.75	
Nancy Jones	A-3							E	\$23.53	18.75	\$441.19	52.0	\$22,941.75	\$22,941.75	
												FTE	1.00	\$45,883.50	
<u>Supervisory</u>															
Goodwin, Kenneth	PT 3	D	\$ 29.43	40	34.6	\$ 1,177.20	\$ 40,731.12	E	\$30.75	40.0	\$1,230.00	17.4	\$21,402.00	\$62,133.12	
			Step Increase from D to E is worth \$918.72												
Marchand, Robert	PT 3	C	\$ 28.16	40	17.8	\$ 1,126.40	\$ 20,049.92	D	\$29.43	40.0	\$1,177.20	34.2	\$40,260.24	\$60,310.16	
			Step Increase from C to D is worth \$1,737.36												
Bullard, Leo	PT 3							E	\$30.75	40.0	\$1,230.00	52.0	\$63,960.00	\$63,960.00	
<u>High School</u>															
Rose, Arthur, Jr	PB W 3	C	\$ 20.24	40	37.0	\$ 809.60	\$ 29,955.20	D	\$20.64	40.0	\$825.60	15.0	\$12,384.00	\$42,339.20	
			Step Increase from C to D is worth \$240.00												
Whittemore, James	PB W 3							D	\$20.64	40.0	\$825.60	52.0	\$42,931.20	\$42,931.20	
<u>Oak Middle School</u>															
Putelis, Al	PB W 7							D	\$24.78	40.0	\$991.20	52.0	\$51,542.40	\$51,542.40	
Perron	PB W 3	B	\$ 18.99	40	32.6	\$ 759.60	\$ 24,762.96	C	\$20.24	40.0	\$809.60	19.4	\$15,706.24	\$40,469.20	
			Step Increase from B to C is worth \$970.00												
<u>Sherwood Middle School</u>															
Hakenson, Scott	PB W 5							D	\$22.62	40.0	\$904.80	52.0	\$47,049.60	\$47,049.60	
Ford, Joyce	PB W 2							D	\$19.84	540.0			\$10,713.60	\$10,713.60	
<u>Coolidge School</u>															
Anderson, Bruce	PB W 4							D	\$21.61	40.0	\$864.40	52.0	\$44,948.80	\$44,948.80	
<u>Paton School</u>															
Kuditchar, Sammy	PB W 4	B	\$ 19.84	40	33.0	\$ 793.60	\$ 26,188.80	C	\$21.19	40.0	\$847.60	19.0	\$16,104.40	\$42,293.20	
			Step Increase from B to C is worth \$1,026.00												

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
<u>Spring Street</u>														
Maloney, Michael	PB W 4							D	\$21.61	40.0	\$864.40	52.0	\$44,948.80	\$44,948.80
<u>Floral Street</u>														
Poe, David	PB W 5							D	\$22.62	40.0	\$904.80	52.0	\$47,049.60	\$47,049.60
Straton, Patrick	PB W 2							D	\$19.84	540.0			\$10,713.60	\$10,713.60
<u>Beal School</u>														
Milmore, John	PB W 4							D	\$21.86	40.0	\$874.40	52.0	\$45,468.80	\$45,468.80
<u>Municipal Office Building</u>														
Esposito, Robert	PB W 4							D	\$21.86	40.0	\$874.40	52.0	\$45,468.80	\$45,468.80
<u>Library</u>														
Baldino, Kristi	PB W 4							C	\$21.19	40.0	\$847.60	52.0	\$44,075.20	\$44,075.20
<u>Maintenance</u>														
Fox, Paul	PB W 6							D	\$24.17	40.0	\$966.80	52.0	\$50,273.60	\$50,273.60
Holyoak, Mark	PB W 6							D	\$23.57	40.0	\$942.80	52.0	\$49,025.60	\$49,025.60
Marengo, Robert	PB W 8							D	\$26.65	40.0	\$1,066.00	52.0	\$55,432.00	\$55,432.00
Bishop, Ernest	PB W 8							D	\$26.65	40.0	\$1,066.00	52.0	\$55,432.00	\$55,432.00
Vacant	PB W 8							D	\$26.65	40.0	\$1,066.00	52.0	\$55,432.00	\$55,432.00
													\$1,012,010.48	
													Less PT	\$21,427.20
						Total Step Value	\$4,892.08	Total Departmental FTE's		22.52	FTE's		20.52	\$990,583.28

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Public Buildings

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520010	Utility - Electricity	\$735,000	\$735,000
Public Buildings OpEx			
520020	Utility - Natural Gas	\$250,000	\$250,000
Public Buildings OpEx			
520040	Utility - Telephone	\$3,500	\$3,500
	Spent \$ 2,779.03 in FY 16.	\$3,500	\$3,500
Public Buildings OpEx			
520060	Utility - Water	\$40,700	\$40,700
Public Buildings OpEx			
520070	Utility - Sewer	\$16,000	\$16,000
Public Buildings OpEx			
520080	R & M - Equipment	\$7,500	\$7,500
Public Buildings OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520090	R & M - Building		\$220,000	\$220,000
Public Buildings OpEx				
520100	Advertising & Binding		\$1,000	\$1,000
		This is the same as FY 17 request.	\$1,000	\$1,000
Public Buildings OpEx				
520110	Hospital & Medical		\$250	\$250
		Same as FY 2017.	\$250	\$250
Public Buildings OpEx				
520130	Professional Services		\$877,000	\$877,000
Public Buildings OpEx				
520140	Rental of Equipment		\$1,400	\$1,400
		Rental of aerial lift.	\$1,400	\$1,400
Public Buildings OpEx				
520220	Services-Not Classified		\$5,000	\$5,000
		Includes rental for Donahue Rowing Ctr for High School Rowing @ 4,000.00.	\$5,000	\$5,000
Public Buildings OpEx				
520530	Parker Rd -Beal West Rental		\$32,760	\$32,760
		Rent for FY 2017 was \$ 32,760.	\$32,760	\$32,760
Public Buildings OpEx				
540010	Automotive		\$7,000	\$7,000
		Spent \$ 4,442.67 as of 11/28/2016.	\$7,000	\$7,000
Public Buildings OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540030	Building		\$100,000	\$100,000
Public Buildings OpEx				
540100	Seed, Loam & Fertilizer		\$1,500	\$1,500
		Requesting a \$500.00 increase over FY17	\$1,500	\$1,500
Public Buildings OpEx				
540120	Clothing & Uniforms		\$9,750	\$9,750

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>	
Public Buildings OpEx	Employee uniform allowance covers pants and shoes. Building Dept. buys tee shirts, collared shirts and outer sweat shirts and coats.	\$3,000	\$3,000	
	ANDERSON BRUCE SENIOR BUILDING CUSTODIAN I	\$375	\$375	
	FOX PAUL BUILDING MAINTENANCE CRAFTSMAN	\$375	\$375	
	MARENGO ROBERT MAINTENANCE CRAFTSMAN CARPENTE	\$375	\$375	
	MILMORE JOHN SENIOR BUILDING CUSTODIAN I	\$375	\$375	
	POE DAVID SENIOR CUSTODIAN II	\$375	\$375	
	PUTELIS ALLAN SENIOR BUILDING CUSTODIAN III	\$375	\$375	
	HOLYOAK MARK BUILDING MAINT. CRAFTSMAN/FILL-IN CUSTODIAN	\$375	\$375	
	BALDINO KRISTI SENIOR BUILDING CUSTODIAN I	\$375	\$375	
	WHITTEMORE JAMES JUNIOR BUILDING CUSTODIAN II	\$375	\$375	
	MALONEY MICHAEL BISHOP ERNEST	\$375	\$375	
	MAINT. CRAFTSMAN / ELECTRICIAN	\$375	\$375	
	STRATTEN PATRICK JUNIOR CUSTODIAN I / LUNCH DUTY	\$188	\$188	
	FORD JOYCE JUNIOR CUSTODIAN I / LUNCH DUTY	\$188	\$188	
	HAKENSON SCOTT SENIOR CUSTODIAN II	\$375	\$375	
	ESPOSITO ROBERT SENIOR BUILDING CUSTODIAN I	\$375	\$375	
	ROSE ARTHUR JR JUNIOR BUILDING CUSTODIAN II	\$375	\$375	
	KUDITCHAR SAMMY SENIOR BUILDING CUSTODIAN I	\$375	\$375	
	PERRON TRAVIS JUNIOR BUILDING CUSTODIAN II	\$375	\$375	
	BUILDING MAINT CRAFTSMAN/PLUMBER	\$375	\$375	
	540150 Print Postage Stationary		\$400	\$400
		Same as FY 2017.	\$400	\$400

Public Buildings OpEx

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540190	Custodial Supplies		\$9,000	\$9,000
		Request the same as FY 17.	\$9,000	\$9,000
Public Buildings OpEx				
540220	Office Supplies		\$300	\$300
		Request the same as FY17.	\$300	\$300
Public Buildings OpEx				
540230	Supplies - Not Classified		\$200	\$200
		Request the same as FY17.	\$200	\$200
Public Buildings OpEx				
540240	Small Tools & Misc Equip		\$4,000	\$4,000
		Requesting the same as FY 17.	\$4,000	\$4,000
Public Buildings OpEx				
570020	Dues & Memberships		\$275	\$275
		Mass Facilities Administrators Assoc. annual membership fees.	\$275	\$275
Public Buildings OpEx				
570030	Travel		\$1,000	\$1,000
		Training	\$1,000	\$1,000
Public Buildings OpEx				
570080	Inspection Fees		\$8,875	\$8,875
Public Buildings OpEx				
570180	Other - Not Classified		\$200	\$200
		Requesting the same as FY 17.	\$200	\$200
Public Buildings OpEx				
			\$2,332,610	\$2,332,610

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
580040	Trucks & Tractors		\$23,000	\$0
		New small van to replace Plumbers existing van.	\$23,000	\$0
Public Buildings Equip				
580070	Electrical & Mechanical		\$1,275	\$1,275
Public Buildings Equip				
			\$24,275	\$1,275
585120	Major Building Repairs		\$299,300	\$299,300
Public Buildings SepAp				
			\$299,300	\$299,300
Public Buildings				
			\$2,656,185	\$2,633,185

LISTING OF PUBLIC BUILDING EMPLOYEES BY LOCATION
AND
HOURS OF EMPLOYMENT

ADMINISTRATIVE / OFFICE

1. Robert Cox	Superintendent	Annual Salary	DH-5-E	
2. Leo Bullard	Maintenance Supervisor	Full-time	PT-3 E	
3. Ken Goodwin	Custodial Supervisor	Full-time	PT-3 D	
4. K Hemmerdinger	Admin. Assistant	FT/split w/HY	A-3 E	
5. Nancy Jones	Admin. Assistant	FT/split w/HY	A-3 E	

SHREWSBURY HIGH SCHOOL

6. Robert Marchand	High School Plant Mgr	Full-time	PT-3 C	Day
7. James Whittemore	6:00 AM- 2:30 PM	Full-time	W-3-D Junior II	Day
8. Arthur Rose Jr.	10:30 PM - 7:00 PM	Full-time	W-3-B Junior II	Day

SHERWOOD MIDDLE SCHOOL

9. Scott Hakenson	6:30 AM-3:00 PM	Full-time	W-5 D Senior II	Day
10. Joyce Ford (15hrs)	10:30 AM-1:30 PM	Part-time (180 Days)	W-2-D Junior I	Day

OAK MIDDLE

11. Al Putelis	6:30 AM-3:00 PM	Full time	W-7-D Senior III	Day
12. Travis Perron	9:30 AM-6:00 PM	Full time	W-3 B Junior II	Day

BEAL SCHOOL

13. John Milmore	7:00 AM-3:30 PM	Full time	W-4-D Senior I	Day
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COOLIDGE SCHOOL

14. Bruce Anderson	7:00 AM-3:30 PM	Full-time	W-4-D Senior I	Day
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FLORAL STREET SCHOOL

15. David Poe	7:00 AM-3:30 PM	Full-time	W-5-D Senior II	Day
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16. Patrick Stratton (15hrs)	11:00 AM- 2:00 PM	Part-time (180 days)	W-2-D Junior I	Day
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PATON SCHOOL

17. Sammy Kuditchar	7:00 AM-3:00 PM	Full-time	W-4-B Senior I	Day
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SPRING STREET

18. Michael Maloney	7:00 AM-3:30 PM	Full-time	W-4-D Senior I	Day
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MUNICIPAL OFFICE BUILDING

19. Robert Esposito	7:00 AM-3:30 PM	Full-time	W-4-D Senior I	Day
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LIBRARY

20. Kristi Baldino	7:30 AM-4:00 PM	Full-time	W-4-C Senior I	Day
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MAINTENANCE

21. Paul Fox	7:00 AM-3:30 PM	Full-time	W-6-D Maintenance Craftsman
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22. Mark Holyoak	7:00 AM-3:30 PM	Full-time	W-6-D Maint.Crafts/Custodian
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23. Joel Manzi	7:00 AM-3:30 PM	Full-time	W-8-D Maint. Craftsman/Plumber
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24. Robert Marengo	7:00 AM-3:30 PM	Full-time	W-8-D Maint.Craftsman/Carpenter
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25. Ernest Bishop	7:00 AM-3:30 PM	Full-time	W-8-D Maint. Craftsman/Elec.
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CUSTODIAL SERVICES COMPARISON
 Contractual Services vs. In-house Staffing
 FY 2017

12/30/2016

Shrewsbury High School

10.5 Junior II custodians @ \$ 43,305.12 ea.	454,703.76
Overhead @ 40%	181,881.50
Clothing Allowance	5,596.50
Total Custodial Labor	642,181.76
Cleaning Materials & Equipment	16,000.00
Total Material & Labor	658,181.76
Contractual Service Contract Amount for FY 17	244,902.00
Savings High School	<u>413,279.76</u>

Oak Middle School

6.5 Junior II custodians @ \$ 43,305.12 ea.	281,483.28
Overhead @ 40%	112,593.31
Clothing Allowance	3,464.50
Total Custodial Labor	397,541.09
Cleaning Materials & Equipment	11,200.00
Total Material & Labor	408,741.09
Contractual Service Contract Amount for FY 17	175,600.00
Savings Oak Middle School	<u>233,141.09</u>

Sherwood Middle School

4.5 Junior II custodians @ \$ 43,305.12 ea.	194,873.04
Overhead @ 40%	77,949.22
Clothing Allowance	2,398.50
Total Custodial Labor	275,220.76
Cleaning Materials & Equipment	4,500.00
Total Material & Labor	279,720.76
Contractual Service Contract Amount for FY 17	74,675.00
Savings Sherwood Middle School	<u>205,045.76</u>

Floral Street School

3.5 Junior II custodians @ \$ 43,305.12 ea.	151,567.92
Overhead @ 40%	60,627.17
Clothing Allowance	1,865.50
Total Custodial Labor	214,060.59
Cleaning Materials & Equipment	7,500.00
Total Material & Labor	221,560.59
Contractual Service Contract Amount for FY 17	67,525.00
Savings Floral Street School	<u>154,035.59</u>

Paton School

1 Junior II Custodian @ \$43,305.12	43,305.12
Overhead @ 40%	17,322.05
Clothing Allowance	533.00
Total Custodial Labor	61,160.17
Cleaning Materials & Equipment	2,700.00
Total Material & Labor	63,860.17
Contractual Service Contract Amount for FY 17	29,500.00
Savings Paton School	<u>34,360.17</u>

Beal School

1 Junior II Custodian @ \$ 43,305.12	43,305.12
Overhead @ 40%	17,322.05
Clothing Allowance	533.00
Total Custodial Labor	61,160.17
Cleaning Materials & Equipment	2,500.00
Total Material & Labor	63,660.17
Contractual Service Contract Amount for FY 17	23,300.00
Savings Beal School	<u>40,360.17</u>

Parker Road Preschool

1 Junior II Custodian 25 Hours Weekly 5 Hours per day	27,065.70
Overhead @ 40%	10,826.28
Clothing Allowance	533.00
Total Custodial Labor	38,424.98
Cleaning Materials & Equipment	1,800.00
Total Material & Labor	40,224.98
Contractual Service Contract Amount for FY 17	18,500.00
Savings Parker Road Preschool School	<u>21,724.98</u>

Spring Street School

1.25 Junior II Custodian @ \$43,305.12 ea.	54,131.40
Overhead @ 40%	21,652.56
Clothing Allowance	666.25
Total Custodial Labor	76,450.21
Cleaning Materials & Equipment	2,700.00
Total Material & Labor	79,150.21
Contractual Service Contract Amount for FY 17	27,820.00
Savings Spring Street School	<u>51,330.21</u>

Police Station

1 Junior II Custodian 28 Hours Weekly, 4 Hours per day	30,313.58
Overhead @ 40%	12,125.43
Clothing Allowance	533.00
Total Custodial Labor	42,972.01
Cleaning Materials & Equipment	2,000.00
Total Material & Labor	44,972.01
Contractual Service Contract Amount for FY 17	21,100.00
Savings Police Station	<u>23,872.01</u>

Town Hall

1 Junior II Custodian @ \$43,305.12	43,305.12
Overhead @ 40%	17,322.05
Clothing Allowance	533.00
Total Custodial Labor	61,160.17
Cleaning Materials & Equipment	2,000.00
Total Material & Labor	63,160.17
Contractual Service Contract Amount for FY 17	20,200.00
Savings Town Hall	<u>42,960.17</u>

Senior Center

1 Junior II Custodian 10 Hours Weekly	10,826.28
Overhead @ 5% (Employee would not receive any benefits)	541.31
Clothing Allowance	345.50
Total Custodial Labor	11,713.09
Cleaning Materials & Equipment	1,650.00
Total Material & Labor	13,363.09
Contractual Service Contract Amount for FY 17	10,300.00
Savings Senior Center	<u>3,063.09</u>

Library

1.5 Junior II Custodian Nights @ \$43,305.12	64,957.68
Overhead @ 40%	25,983.07
Clothing Allowance	799.50
Total Custodial Labor	91,740.25
Cleaning Materials & Equipment	2,500.00
Total Material & Labor	94,240.25
Contractual Service Contract Amount for FY 17	32,760.00
Savings Library	<u>61,480.25</u>

Coolidge School

1.5 Junior II Custodian @ \$ 43,305.12 ea.	64,957.68
Overhead @ 40%	25,983.07
Clothing Allowance	799.50
Total Custodial Labor	91,740.25
Cleaning Materials & Equipment	2,500.00
Total Material & Labor	94,240.25
Contractual Service Contract Amount for FY 17	30,500.00
Savings Coolidge School	<u>63,740.25</u>
Total Savings	\$ 1,348,393.50

12/13/2016

Electricity

Electric rates are based on SELCO's present rates with no anticipated winter increase

High School usage 2,040,800 Kw x .09527= \$ 194,427.02

High School estimated demand charge \$26,586.26

All other buildings usage 4,685,813 Kw x .11166= \$ 523,217.88

Customer Charge all buildings: \$1,965.60

Est. Increase Paton: \$8,000.00

Total Electricity Cost: 754,196.76

Payment to SELCO for energy upgrades at Coolidge School 30,300.00

minus \$ 50,000.00 from the school building rental account for electricity (50,000.00)

Estimated cost for electricity 734,496.76

Request for Electricity say \$ 735,000.00

<u>Natural Gas</u>	Est. Rate	3 yr average use	Budget
Great Eastern Energy	0.7935	147,447	116,999.19
Eversource	0.9566	103,765	99,261.60
Est. Spring St.	0.9566	12,000	11,479.20
Est. New Library	0.9566	12,000	11,479.20
Eversource Customer Charges			6,600.00
Estimated cost for FY 2016			245,819.19

Request for Natural Gas say \$ 250,000.00

Professional Services

Contract Cleaning

Beal	24,000.00	
HS	252,250.00	est. 3% increase
Parker Road	19,055.00	est. 3% increase
Floral	69,550.00	
Sherwood Middle	76,915.00	
Oak Middle	180,800.00	
TH	20,900.00	
Police	21,700.00	
Senior center	10,600.00	
Spring Street	28,655.00	est. 3% increase
Parker Road East	7,000.00	est. 3% increase
Paton	30,385.00	est. 3% increase
Coolidge	30,500.00	
Library	40,500.00	
Total	<u>812,810.00</u>	
Window Washing:	<u>24,000.00</u>	spent \$22,995.00 in FY17
Contingency: (additional cleaning)	<u>10,000.00</u>	
Contractual Cleaning Total	<u><u>846,810.00</u></u>	
High School Grounds Contract	<u>15,000.00</u>	
Burglar and Fire Alarm Monitoring	<u>9,600.00</u>	
Integrated Pest Management Program	<u>4,700.00</u>	
	<u><u>876,110.00</u></u>	

Request for Professional Services say \$ 877,000.00

FY 2017 Public Buildings**580070 Electrical & Mechanical**

1 Backpack leaf blowers	475.00	
2 Back pack vacuum cleaners	800.00	
Total	1,275.00	-

**FY 2017 Public Buildings
585120 Major Building Repairs**

	Dept. Req.	Mgr.
High School:		
Replace failed exterior glass	10,000.00	
Refinish gym floor	3,600.00	
HVAC control calibration and repair	25,000.00	
Increase parking in east lot by approximately 30 spaces	35,000.00	
Oak Middle:		
Refinish gym floor	3,200.00	
Replace selected window hardware	10,000.00	
HVAC control calibration and repair	10,000.00	
Paint lower floor corridors and stairways walls and metal work	18,000.00	
Sherwood Middle:		
Refinish Gym Floor	3,200.00	
Paton:		
Refinish gym floor	1,400.00	
Paint main, Principal and Nurse offices	2,500.00	
Remove and replace carpeting in main, Principal and Nurse offices	5,000.00	
Coolidge:		
Repair and paint exterior stucco.	35,000.00	
Re-caulk exterior windows on rear of building	18,000.00	
Spring Street:		
Install fencing at front and rear playgrounds	15,000.00	
Floral St.:		
Refinish gym floor	3,100.00	
HVAC control calibration and repair	10,000.00	
Town Hall		
Replace two driveway signs	12,000.00	
Police Station		
Fire Headquarters, Station II & III		
Paint exterior metal doors and trim	2,100.00	
Lake Fire Station		
Paint exterior metal doors and trim	2,100.00	
Centech Station		

Paint exterior metal doors and trim	2,100.00	
Paint interior garage at Station II	7,000.00	
All Buildings		
Tree Trimming / Tree removal:		
All Buildings	12,000.00	
Asbestos Removal & Repair		
All buildings:	4,000.00	
Extraordinary Repairs Not Specified	50,000.00	
Total	299,300.00	-

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Police

0210

	ACTUAL 2015	ACTUAL 2016	ORIGINAL BUDGET 2017	REVISED BUDGET 2017	EXPENDED TO DATE 2017	DEPARTMENT REQUEST 2018	TOWN MANAGER RECOMMEND 2018
510010 S & W - Full Time	\$105,827	\$108,357	\$107,944	\$110,102	\$60,746	\$109,680	\$109,680
510040 Holiday	\$2,433	\$2,068	\$2,481	\$2,481	\$1,687	\$2,481	\$2,481
510080 Sick Leave Plan II	\$2,027	\$2,068	\$0	\$0	\$2,109	\$0	\$0
510100 Longevity	\$350	\$350	\$350	\$350	\$350	\$400	\$400
Police PEA	\$110,637	\$112,843	\$110,775	\$112,933	\$64,892	\$112,561	\$112,561
510010 S & W - Full Time	\$233,019	\$236,225	\$252,708	\$257,093	\$131,356	\$253,306	\$253,306
510030 S & W - Temporary	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$762	\$777	\$0	\$0	\$1,565	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$900	\$1,025	\$1,025	\$1,025	\$825	\$1,000	\$1,000
510110 Work Incentive Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Police S&C	\$234,681	\$238,027	\$253,733	\$258,118	\$133,746	\$254,306	\$254,306
510010 S & W - Full Time	\$2,691,483	\$2,793,764	\$3,042,241	\$3,042,241	\$1,657,237	\$3,181,570	\$3,193,070
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510040 Holiday	\$105,440	\$106,214	\$108,000	\$108,000	\$71,788	\$139,000	\$120,000
510050 Vacation	\$70,043	\$74,543	\$80,000	\$80,000	\$46,962	\$80,000	\$80,000
510060 Sick Leave	\$67,554	\$58,457	\$65,000	\$65,000	\$15,199	\$65,000	\$65,000
510080 Sick Leave Plan II	\$482	\$0	\$0	\$0	\$278	\$0	\$0
510090 Overtime	\$0	\$3,301	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$6,400	\$6,350	\$6,875	\$6,875	\$6,925	\$7,850	\$7,850
510110 Work Incentive Program	\$4,700	\$4,500	\$0	\$0	\$2,000	\$0	\$0
510160 Extra Duty	\$199,181	\$308,942	\$220,000	\$220,000	\$125,918	\$230,000	\$230,000
510180 Master Patrolmen Incentive	\$3,400	\$3,400	\$3,400	\$3,400	\$3,400	\$3,400	\$3,400
510190 Education Incentive	\$352,944	\$359,438	\$379,899	\$392,399	\$201,517	\$383,200	\$383,200
510200 Night Shift Differential	\$37,478	\$38,677	\$40,000	\$40,000	\$21,408	\$45,000	\$45,000

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510610 Base Salary Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$85,000
Police Other	\$3,539,105	\$3,757,586	\$3,945,416	\$3,957,916	\$2,152,632	\$4,135,019	\$4,212,519
520040 Utility - Telephone	\$21,569	\$22,248	\$26,000	\$26,000	\$12,057	\$26,000	\$26,000
520080 R & M - Equipment	\$40,189	\$42,815	\$45,000	\$45,000	\$40,112	\$45,000	\$45,000
520100 Advertising & Binding	\$0	\$378	\$500	\$500	\$0	\$500	\$500
520110 Hospital & Medical	\$908	\$0	\$1,500	\$1,500	\$0	\$1,500	\$1,500
520120 Data Processing	\$658	\$982	\$1,500	\$1,500	\$475	\$1,500	\$1,500
520130 Professional Services	\$2,650	\$3,200	\$5,000	\$5,000	\$1,358	\$5,000	\$5,000
520140 Rental of Equipment	\$0	\$0	\$500	\$500	\$0	\$500	\$500
520170 Dog Disposal	\$0	\$60	\$250	\$250	\$0	\$250	\$250
520200 Board of Dogs	\$1,364	\$1,470	\$1,500	\$1,500	\$341	\$1,500	\$1,500
520220 Services-Not Classified	\$3,256	\$3,845	\$2,500	\$2,500	\$21	\$2,500	\$2,500
540010 Automotive	\$43,217	\$43,956	\$50,000	\$50,695	\$31,424	\$50,000	\$50,000
540110 Public Safety	\$22,499	\$37,677	\$40,000	\$47,791	\$22,093	\$40,000	\$40,000
540120 Clothing & Uniforms	\$64,672	\$71,184	\$70,000	\$71,296	\$36,309	\$75,000	\$75,000
540140 Books Periodicals Subs	\$500	\$0	\$500	\$500	\$0	\$500	\$500
540150 Print Postage Stationary	\$1,382	\$1,776	\$2,000	\$2,000	\$501	\$2,000	\$2,000
540170 Medical & Dental	\$3,102	\$228	\$2,500	\$2,500	\$277	\$2,500	\$2,500
540190 Custodial Supplies	\$6,490	\$7,785	\$5,000	\$5,000	\$3,386	\$5,000	\$5,000
540200 Educational Supplies	\$645	\$205	\$500	\$500	\$0	\$500	\$500
540220 Office Supplies	\$11,718	\$7,734	\$10,000	\$10,000	\$6,024	\$10,000	\$10,000
540230 Supplies - Not Classified	\$0	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
540240 Small Tools & Misc Equip	\$0	\$116	\$300	\$300	\$154	\$300	\$300
570010 Car Allowance/Mileage	\$0	\$0	\$500	\$500	\$0	\$500	\$500
570020 Dues & Memberships	\$2,592	\$3,200	\$2,400	\$2,400	\$2,156	\$2,500	\$2,500
570030 Travel	\$2,046	\$2,414	\$1,500	\$1,530	\$606	\$1,500	\$1,500
570090 Damage Claims Reimbs	\$0	\$145	\$1,000	\$1,000	\$0	\$1,000	\$1,000
570180 Other - Not Classified	\$3,176	\$2,817	\$3,500	\$3,500	\$1,229	\$3,500	\$3,500
570760 Training	\$14,788	\$17,507	\$12,000	\$12,000	\$4,749	\$15,000	\$15,000
Police OpEx	\$247,421	\$271,743	\$286,950	\$296,762	\$163,273	\$295,050	\$295,050
580010 Office Equipment	\$630	\$289	\$1,000	\$1,000	\$0	\$1,000	\$1,000
580020 Computer Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
580060 Radio Equipment	\$3,121	\$4,687	\$7,000	\$8,380	\$5,959	\$10,000	\$10,000
580070 Electrical & Mechanical	\$2,625	\$6,219	\$16,000	\$16,000	\$5,699	\$16,000	\$16,000
581030 New Officer Equipment	\$12,880	\$10,623	\$14,000	\$14,090	\$11,787	\$14,000	\$14,000
Police Equip	\$19,256	\$21,818	\$38,000	\$39,470	\$23,445	\$41,000	\$41,000
Police	\$4,151,100	\$4,402,016	\$4,634,874	\$4,665,199	\$2,537,989	\$4,837,936	\$4,915,436

SHREWSBURY POLICE DEPARTMENT
FISCAL YEAR 2018
REQUESTED/RECOMMENDED

	Employee	Title	Base Salary	Base Salary 2	Stipend	Total Base	Holiday	Longevity	Education Incentiv	Master Ptl	Clothing & Cleaning	Total Base Wage
1	Hester	Chf	\$109,679.96			\$109,679.96	\$2,481.00	\$400.00	\$27,419.99			\$139,980.95
	Total 01		\$109,679.96			\$109,679.96	\$2,481.00	\$400.00	\$27,419.99			\$139,980.95
1	Paquette	A-4	\$48,399.00			\$48,399.00		\$300.00				\$48,699.00
2	Mitchell	A-2	\$41,223.00			\$41,223.00		\$250.00				\$41,473.00
3	Fahy	A-2	\$41,223.00		Value of Step	\$41,223.00		\$250.00				\$41,473.00
4	Ruby	A-2	\$33,396.00	\$4,551.75	\$195.75	\$37,947.75						\$37,947.75
5	Vacant	A-2	\$36,114.00			\$36,114.00						\$36,114.00
6	Pease	ACO	\$48,399.00			\$48,399.00		\$200.00				\$48,599.00
	Total 02		\$248,754.00			\$253,305.75		\$1,000.00				\$254,305.75
The Following Salaries Are At FY 2016 Levels												
1	Mroczek	Sr Disp	\$51,168.98			\$51,168.98	\$1,825.00	\$200.00			\$550.00	\$53,743.98
2	Fairbanks	Disp	\$44,491.39		Value of Steps	\$44,491.39	\$1,825.00	\$200.00			\$550.00	\$47,066.39
3	Kiley	Disp	\$44,491.39			\$44,491.39	\$1,825.00	\$125.00			\$550.00	\$46,991.39
4	Van Wagoner	Disp	\$13,923.34	\$29,946.13		\$1,280.42	\$43,869.47	\$1,825.00			\$550.00	\$46,244.47
5	Rekemeyer	Disp	\$24,734.50	\$18,652.07		\$1,104.82	\$43,386.57	\$1,825.00			\$550.00	\$45,761.57
6	Herrera	Disp	\$6,114.57	\$36,200.78		\$1,551.00	\$42,315.35	\$1,825.00			\$550.00	\$44,690.35
7	Lawson	Disp	\$15,678.60	\$26,208.65		\$1,122.89	\$41,887.25	\$1,825.00			\$550.00	\$44,262.25
8	Andrews	Disp	\$40,764.36			\$5,059.13	\$40,764.36	\$1,825.00			\$550.00	\$43,139.36
9	New Position	Disp	\$39,871.43				\$39,871.43				\$550.00	\$40,421.43
1	Anderson	Lt	\$83,179.20			\$1,250.00	\$84,429.20	\$4,533.33	\$300.00	\$16,637.61		\$1,500.00
2	McCarthy	Lt	\$83,179.20		\$1,250.00	\$84,429.20	\$4,533.33	\$300.00	\$20,797.01		\$1,500.00	\$111,559.54
3	Lonchiadis	Lt	\$83,179.20		\$1,250.00	\$84,429.20	\$4,533.34	\$300.00	\$20,797.01		\$1,500.00	\$111,559.55
1	Pratt	Sgt	\$72,342.40		\$1,250.00	\$73,592.40	\$3,642.86	\$300.00	\$14,467.02		\$1,500.00	\$93,502.28
2	Cappucci	Sgt	\$72,342.40			\$72,342.40	\$3,642.86	\$250.00	\$14,467.02		\$1,500.00	\$92,202.28
3	O'Connor	Sgt	\$72,342.40			\$72,342.40	\$3,642.86	\$300.00	\$14,467.02		\$1,500.00	\$92,252.28
4	Holmquist	Sgt	\$72,342.40		\$1,250.00	\$73,592.40	\$3,642.86	\$200.00	\$14,467.02		\$1,500.00	\$93,402.28
5	Perna	Sgt	\$72,342.40		\$1,250.00	\$73,592.40	\$3,642.86	\$200.00	\$14,467.02		\$1,500.00	\$93,402.28
6	Demers	Sgt	\$72,342.40			\$72,342.40	\$3,642.86	\$125.00	\$18,083.78		\$1,500.00	\$95,694.04
7	Cameron	Sgt	\$66,456.00			\$66,456.00	\$3,642.84	\$125.00	\$10,000.00		\$1,500.00	\$81,723.84
1	Wnek	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$300.00	\$14,326.39		\$1,400.00	\$75,698.87
2	Chartrand	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$200.00	\$11,461.11		\$1,400.00	\$72,733.59
3	Palmatier	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$200.00			\$1,400.00	\$61,272.48
4	Warwick	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$250.00	\$5,730.56		\$1,400.00	\$67,053.04
5	Belanger	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$250.00	\$5,730.56		\$1,400.00	\$67,053.04
6	Scanlon	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$350.00		\$3,400.00	\$1,400.00	\$64,822.48
7	Napolitano	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$200.00	\$14,326.39		\$1,400.00	\$75,598.87
8	Pitro	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$125.00	\$11,461.11		\$1,400.00	\$72,658.59
9	Brown	Ptl	\$57,303.04		\$1,000.00	\$58,303.04	\$2,369.44	\$250.00	\$11,461.11		\$1,400.00	\$73,783.59
10	Hester	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$300.00	\$14,326.39		\$1,400.00	\$75,698.87
11	Thibodeau	Ptl	\$57,303.04		\$1,000.00	\$58,303.04	\$2,369.44	\$200.00	\$11,461.11		\$1,400.00	\$73,733.59
12	Faucher	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$200.00	\$10,000.00		\$1,400.00	\$71,272.48
13	Maynard	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$200.00			\$1,400.00	\$61,272.48
14	Chysna	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$200.00			\$1,400.00	\$61,272.48
15	Finacom	Ptl	\$57,303.04		\$1,000.00	\$58,303.04	\$2,369.44	\$250.00	\$11,461.11		\$1,400.00	\$73,783.59
16	Valliere	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$200.00	\$11,461.11		\$1,400.00	\$72,733.59
17	Capalbo	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$300.00	\$5,730.56		\$1,400.00	\$67,103.04

**SHREWSBURY POLICE DEPARTMENT
FISCAL YEAR 2018
REQUESTED/RECOMMENDED**

	Employee	Title	Base Salary	Base Salary 2	Stipend	Total Base	Holiday	Longevity	Education Incentiv	Master PII	Clothing & Cleaning	Total Base Wage
18	Mentzer	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$300.00	\$11,461.11		\$1,400.00	\$72,833.59
19	McGinnis	Ptl	\$57,303.04		\$1,000.00	\$58,303.04	\$2,369.44	\$200.00			\$1,400.00	\$62,272.48
20	Charland	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$125.00	\$5,730.56		\$1,400.00	\$66,928.04
21	Caola	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$125.00	\$11,000.00		\$1,400.00	\$72,197.48
22	Cronin	Ptl	\$57,303.04			\$57,303.04	\$2,369.44	\$200.00	\$10,000.00		\$1,400.00	\$71,272.48
23	Caviston	Ptl	\$57,303.04			\$57,303.04	\$2,369.44				\$1,400.00	\$61,072.48
24	Vitols	Ptl	\$57,303.04			\$57,303.04	\$2,369.44		\$10,000.00		\$1,400.00	\$71,072.48
25	Sklut - Mark	Ptl	\$57,303.04			\$57,303.04	\$2,369.44		\$10,000.00		\$1,400.00	\$71,072.48
26	Amato	Ptl	\$57,303.04			\$57,303.04	\$2,369.44				\$1,400.00	\$61,072.48
27	Skut - Brian	Ptl	\$4,219.78	\$52,895.12	\$2,311.47	\$57,114.90	\$2,369.44				\$1,400.00	\$60,884.34
28	Wester	Ptl	\$10,549.46	\$46,283.23	\$1,975.50	\$56,832.69	\$2,369.44				\$1,400.00	\$60,602.13
29	Abbascin	Ptl	\$10,549.46	\$46,283.23	\$1,975.50	\$56,832.69	\$2,369.44				\$1,400.00	\$60,602.13
30	McNiff	Ptl	\$10,549.46	\$46,283.23	\$1,975.50	\$56,832.69	\$2,369.44				\$1,400.00	\$60,602.13
31	Brownell	Ptl	\$14,535.35	\$39,666.02	\$1,712.40	\$54,201.37	\$2,369.44				\$1,400.00	\$57,970.81
32	Bradley	Ptl	\$14,535.35	\$39,666.02	\$1,712.40	\$54,201.37	\$2,369.44				\$1,400.00	\$57,970.81
33	Wilhelmy	Ptl	\$14,535.35	\$39,666.02	\$1,712.40	\$54,201.37	\$2,369.44				\$1,400.00	\$57,970.81
34	VanBeekom	Ptl	\$14,535.35	\$39,666.02	\$1,712.40	\$54,201.37	\$2,369.44				\$1,400.00	\$57,970.81
35	New Position (Gabrial)	Ptl	\$52,488.97		\$15,087.57	\$52,488.97	\$2,369.44				\$1,400.00	\$56,258.41
36	New Position	Ptl	\$52,488.97			\$52,488.97	\$2,369.60				\$1,400.00	\$56,258.57
	TOTAL 03		\$2,720,153.10	\$461,416.52	\$11,500.00	\$3,193,069.62	\$139,000.00	\$7,850.00	\$355,779.68	\$3,400.00	\$70,350.00	\$3,769,449.31
							Holiday Pay Adjustment (\$19,000.00)					
							\$120,000.00					
											Additional sum in clothing and uniforms line item (540120) for Town Issued items	
	TOTAL 01 - 02 - 03		\$3,078,587.06	\$461,416.52	\$11,500.00	\$3,556,055.33	\$122,481.00	\$9,250.00	\$383,199.68	\$3,400.00	\$70,350.00	\$4,163,736.01

Holiday Pay	
FY 2009	\$108,262
FY 2010	\$105,886
FY 2011	\$90,776
FY 2012	\$99,092
FY 2013	\$96,407
FY 2014	\$98,093
FY 2015	\$105,440
FY 2016	\$106,214

Overtime Accounts

	Expended 11	Expended 12	Expended 13	Expended 14	Expended 15	Expended 16	Budget 17	Expended to Date (1/19)	Requested 18	Recommended
Vacation	\$92,963	\$101,435	\$93,269	\$81,799	\$70,043	\$74,543	\$80,000	\$45,516	\$80,000	\$80,000
Sick Leave	\$67,670	\$57,910	\$64,100	\$114,796	\$67,554	\$58,457	\$65,000	\$14,845	\$65,000	\$65,000
Extra Duty										
Miscellaneous	\$59,831	\$81,564	\$101,425	\$95,875	\$67,869	\$116,480	\$70,000	\$60,724	\$70,000	\$70,000
Court Time	\$20,243	\$28,054	\$36,856	\$43,315	\$45,433	\$65,827	\$40,000	\$24,305	\$40,000	\$40,000
CTO	\$32,300	\$25,298	\$29,833	\$17,173	\$18,250	\$22,309	\$25,000	\$8,872	\$30,000	\$30,000
Investigations	\$40,967	\$50,258	\$52,159	\$28,285	\$28,618	\$44,669	\$45,000	\$20,637	\$45,000	\$45,000
Training	\$23,877	\$34,181	\$46,443	\$23,378	\$39,010	\$59,657	\$40,000	\$6,865	\$45,000	\$45,000
Total Extra Duty	\$177,218	\$219,355	\$266,716	\$208,026	\$199,180	\$308,942	\$220,000	\$121,403	\$230,000	\$230,000
Night Shift	\$33,152	\$33,429	\$34,920	\$34,474	\$37,478	\$38,677	\$40,000	\$20,596	\$45,000	\$45,000
	\$371,003	\$412,129	\$459,005	\$439,095	\$374,255	\$480,619	\$405,000	\$202,360	\$420,000	\$420,000

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Police

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone		\$26,000	\$26,000
		Telephone	\$26,000	\$26,000
Police OpEx		CDMA Service (cell) and networ	\$0	\$0
520080	R & M - Equipment		\$45,000	\$45,000
		R&M Equipment	\$45,000	\$45,000
Police OpEx				
520100	Advertising & Binding		\$500	\$500
Police OpEx				
520110	Hospital & Medical		\$1,500	\$1,500
Police OpEx				
520120	Data Processing		\$1,500	\$1,500
		Parking Ticket Processing	\$1,500	\$1,500
Police OpEx				
520130	Professional Services		\$5,000	\$5,000
		MEDICAL/PSYCH EXAM FOR NEW EMPLOYEES	\$5,000	\$5,000
Police OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520140	Rental of Equipment		\$500	\$500
Police OpEx				
520170	Dog Disposal		\$250	\$250
		DISPOSAL OF DOGS	\$250	\$250
Police OpEx				
520200	Board of Dogs		\$1,500	\$1,500
Police OpEx				
520220	Services-Not Classified		\$2,500	\$2,500
		Funding for K-9 Program	\$0	\$0
Police OpEx				
540010	Automotive		\$50,000	\$50,000
		VEHICLE MAINTENANCE AND REPAIR	\$50,000	\$50,000
Police OpEx				
540110	Public Safety		\$40,000	\$40,000
		Budget Adjustment	\$0	\$0
Police OpEx				
540120	Clothing & Uniforms		\$75,000	\$75,000
Police OpEx				
540140	Books Periodicals Subs		\$500	\$500
		MISCELLANEOUS	\$500	\$500

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540150	Print Postage Stationary		\$2,000	\$2,000
Police OpEx				
540170	Medical & Dental		\$2,500	\$2,500
		Various Medical Expenses	\$2,500	\$2,500
Police OpEx				
540190	Custodial Supplies		\$5,000	\$5,000
Police OpEx				
540200	Educational Supplies		\$500	\$500
Police OpEx				
540220	Office Supplies		\$10,000	\$10,000
Police OpEx				
540230	Supplies - Not Classified		\$1,000	\$1,000
Police OpEx				
540240	Small Tools & Misc Equip		\$300	\$300
Police OpEx				
570010	Car Allowance/Mileage		\$500	\$500
Police OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570020	Dues & Memberships		\$2,500	\$2,500
Police OpEx				
570030	Travel		\$1,500	\$1,500
Police OpEx				
570090	Damage Claims Reimbs		\$1,000	\$1,000
Police OpEx				
570180	Other - Not Classified		\$3,500	\$3,500
Police OpEx				
570760	Training		\$15,000	\$15,000
		EMPLOYEE TRAINING	\$15,000	\$15,000
Police OpEx		SHOOTING DECISION MAKING TRAINING	\$0	\$0
			\$295,050	\$295,050
580010	Office Equipment		\$1,000	\$1,000
		Office Equipment as Needed	\$1,000	\$1,000
Police Equip				
580060	Radio Equipment		\$10,000	\$10,000
		REPLACEMENT RADIOS & EQUIPMENT	\$10,000	\$10,000
Police Equip				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
580070	Electrical & Mechanical		\$16,000	\$16,000
		Replacement electrical equipment on cruisers	\$16,000	\$16,000
	Police Equip	Allowance if necessary to fund (3) MDT replacements for new marked cruisers. Includes all installation costs including brackets.	\$0	\$0
581030	New Officer Equipment		\$14,000	\$14,000
		OUTFIT NEW POLICE OFFICERS	\$14,000	\$14,000
	Police Equip		\$41,000	\$41,000
Police			\$336,050	\$336,050

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Fire

0220

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$105,827	\$108,357	\$107,943	\$110,101	\$60,746	\$200,282	\$200,282
510040 Holiday	\$405	\$414	\$0	\$0	\$1,679	\$8,474	\$6,034
510080 Sick Leave Plan II	\$2,027	\$2,068	\$0	\$0	\$2,109	\$0	\$0
510100 Longevity	\$300	\$300	\$300	\$300	\$300	\$750	\$750
Fire PEA	\$108,559	\$111,138	\$108,243	\$110,401	\$64,834	\$209,506	\$207,066
510010 S & W - Full Time	\$39,509	\$43,821	\$45,160	\$46,060	\$24,644	\$45,042	\$45,042
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$84	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$0	\$0	\$0	\$0	\$125	\$125	\$125
Fire S&C	\$39,509	\$43,821	\$45,160	\$46,060	\$24,853	\$45,167	\$45,167
510010 S & W - Full Time	\$2,157,218	\$2,221,802	\$2,302,154	\$2,302,154	\$1,281,810	\$2,711,059	\$2,241,272
510040 Holiday	\$106,700	\$105,692	\$112,000	\$112,000	\$19,949	\$149,741	\$112,000
510050 Vacation	\$116,941	\$133,047	\$120,000	\$120,000	\$92,398	\$168,018	\$120,001
510060 Sick Leave	\$97,440	\$101,994	\$100,000	\$100,000	\$64,247	\$70,461	\$100,000
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$667	\$0	\$0
510090 Overtime	\$23	\$0	\$0	\$0	\$1,705	\$0	\$0
510100 Longevity	\$6,525	\$6,350	\$6,800	\$6,800	\$6,600	\$6,475	\$6,475
510110 Work Incentive Program	\$5,227	\$5,600	\$9,037	\$9,037	\$5,665	\$9,402	\$9,402
510160 Extra Duty	\$185,322	\$168,510	\$150,000	\$150,000	\$94,185	\$156,294	\$170,000
510170 Call Men	\$7,984	\$12,026	\$15,000	\$15,000	\$7,732	\$16,620	\$16,620
510190 Education Incentive	\$29,448	\$49,023	\$57,627	\$57,627	\$0	\$75,837	\$75,837
510200 Night Shift Differential	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510210 Medical Training	\$13,755	\$13,095	\$15,900	\$15,900	\$0	\$18,349	\$16,542
510220 Compensatory Time	\$9,154	\$11,795	\$20,000	\$20,000	\$5,307	\$66,921	\$12,000
510600 Other Salaries	\$9,000	\$9,600	\$9,600	\$9,600	\$0	\$11,900	\$11,900

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510610 Base Salary Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510940 Training Stipend	\$22,837	\$22,489	\$31,800	\$31,800	\$4,333	\$36,698	\$33,085
Fire Other	\$2,767,573	\$2,861,024	\$2,949,918	\$2,949,918	\$1,584,598	\$3,497,776	\$2,925,133
520040 Utility - Telephone	\$9,722	\$8,322	\$10,000	\$10,000	\$7,960	\$11,000	\$10,000
520080 R & M - Equipment	\$35,904	\$39,445	\$36,000	\$36,000	\$21,819	\$45,000	\$40,000
520100 Advertising & Binding	\$341	\$881	\$100	\$100	\$0	\$100	\$100
520110 Hospital & Medical	\$0	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
520120 Data Processing	\$1,428	\$1,049	\$6,000	\$6,000	\$0	\$7,000	\$6,000
520125 Insurance Deductable	\$1,000	\$227	\$250	\$250	\$0	\$250	\$250
520130 Professional Services	\$17,793	\$12,831	\$10,000	\$10,000	\$2,700	\$11,000	\$10,000
520220 Services-Not Classified	\$3,050	\$5,168	\$4,000	\$4,000	\$3,945	\$5,000	\$4,000
540010 Automotive	\$40,740	\$42,829	\$45,000	\$45,000	\$27,508	\$50,000	\$47,500
540030 Building	\$216	\$2,732	\$1,500	\$1,500	\$2,932	\$2,500	\$1,500
540060 Salt & Chemicals	\$2,138	\$1,110	\$500	\$500	\$96	\$500	\$500
540110 Public Safety	\$7,671	\$9,220	\$8,000	\$8,000	\$5,336	\$9,500	\$9,500
540120 Clothing & Uniforms	\$47,603	\$44,461	\$46,000	\$46,000	\$23,141	\$49,500	\$48,000
540140 Books Periodicals Subs	\$2,470	\$744	\$3,000	\$3,000	\$681	\$3,000	\$3,000
540150 Print Postage Stationary	\$927	\$1,350	\$1,200	\$1,200	\$1,153	\$1,700	\$1,700
540170 Medical & Dental	\$1,145	\$2,962	\$2,500	\$2,500	\$2,834	\$3,000	\$2,500
540180 Textbooks	\$192	\$881	\$1,500	\$1,500	\$460	\$1,500	\$1,500
540190 Custodial Supplies	\$3,545	\$2,214	\$7,000	\$7,000	\$4,650	\$7,750	\$6,000
540220 Office Supplies	\$3,971	\$5,315	\$3,000	\$3,000	\$5,668	\$4,000	\$3,000
540230 Supplies - Not Classified	\$1,113	\$3,143	\$750	\$750	\$2,527	\$1,500	\$500
540240 Small Tools & Misc Equip	\$6,560	\$4,743	\$9,000	\$9,000	\$2,988	\$10,300	\$9,000
570010 Car Allowance/Mileage	\$3,360	\$3,360	\$4,000	\$4,000	\$1,960	\$4,000	\$4,000
570020 Dues & Memberships	\$3,888	\$6,398	\$4,850	\$4,850	\$5,850	\$6,500	\$6,500
570030 Travel	\$867	\$1,623	\$1,200	\$1,200	\$794	\$1,500	\$1,500
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570080 Inspection Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570180 Other - Not Classified	\$353	\$518	\$700	\$700	\$151	\$700	\$700
Fire OpEx	\$195,999	\$201,525	\$207,050	\$207,050	\$125,154	\$237,800	\$218,250
580010 Office Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
580030 Passenger Cars	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580040 Trucks & Tractors	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580060 Radio Equipment	\$4,816	\$4,970	\$5,000	\$5,000	\$3,813	\$25,000	\$10,000
580120 Equip - Not Classified	\$19,960	\$24,590	\$30,000	\$30,000	\$0	\$38,000	\$36,000
Fire Equip	\$24,776	\$29,560	\$35,000	\$35,000	\$3,813	\$63,000	\$46,000
Fire	\$3,136,417	\$3,247,068	\$3,345,370	\$3,348,428	\$1,803,252	\$4,053,249	\$3,441,616

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Fire Department

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
James Vuono	DH 6							E			\$2,109.23	52.00	\$109,679.96	\$109,679.96
Bruce Card	DH 4							E			\$1,742.35	52.00	\$90,602.20	\$90,602.20
														\$200,282.16
Michelle Drohan	A-3	D	\$22.51	37.50	22.00	\$844.13	\$18,570.75	E	\$23.53	37.50	\$882.38	30.00	\$26,471.25	\$45,042.00
													FTE's	3.00

Longevity Payments

Name	Amount
James Vuono	\$300
Bruce Card	\$450
	\$750

SHREWSBURY FIRE DEPARTMENT
FISCAL YEAR 2018
Account 220-03-510010 (S and W Full Time)
REQUESTED
Note - Salaries Shown Are At FY 2018 Levels

	Employee	Title	Total Base	Value of Steps	Holiday	Longevity	Education Incentive	Training	Medical Training	EMT	Clothing (\$800) Cleaning (\$125)	Total Compensation
1	Colby S.	Capt	\$72,568.44		\$4,000.84	\$300.00	\$7,981.00	\$1,044.00	\$522.00		\$925.00	\$87,341.28
2	Roy	Capt	\$72,568.44		\$4,000.84	\$125.00	\$4,353.00	\$1,044.00	\$522.00	\$700.00	\$925.00	\$84,238.28
3	Lawlor	Capt	\$72,568.44		\$4,000.84	\$250.00	\$9,795.00	\$1,044.00	\$522.00	\$700.00	\$925.00	\$89,805.28
4	Ludovico	Capt	\$70,655.76	\$1,112.83	\$4,000.82	\$300.00	\$500.00	\$1,044.00	\$522.00		\$925.00	\$77,947.58
	Lieutenant Stipends (New)		\$20,082.40									\$20,082.40
1	Ahern	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70		\$925.00	\$67,175.63
2	Bowles	Prvt	\$61,365.28		\$3,405.25	\$300.00	\$3,681.00	\$903.40	\$451.70		\$925.00	\$71,031.63
3	Colby - H	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,950.63
4	Fulginiti	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70		\$925.00	\$67,250.63
5	Garnity	Prvt	\$61,365.28		\$3,405.25	\$300.00	\$500.00	\$903.40	\$451.70		\$925.00	\$67,850.63
6	Gerber	Prvt	\$61,365.28		\$3,405.25			\$903.40	\$451.70		\$925.00	\$67,050.63
7	Green	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70		\$925.00	\$67,175.63
8	Guarino	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70		\$925.00	\$67,175.63
9	Hodgerney	Prvt	\$61,365.28		\$3,405.25	\$400.00	\$240.00	\$903.40	\$451.70		\$925.00	\$67,690.63
10	Ljunggren	Prvt	\$61,365.28		\$3,405.25	\$300.00	\$360.00	\$903.40	\$451.70	\$700.00	\$925.00	\$68,410.63
11	Lodowsky	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,875.63
12	McNiff	Prvt	\$61,365.28		\$3,405.25			\$903.40	\$451.70	\$700.00	\$925.00	\$67,750.63
13	Miloz J	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70	\$700.00	\$925.00	\$68,000.63
14	Muntz	Prvt	\$61,365.28		\$3,405.25	\$125.00	\$8,282.00	\$903.40	\$451.70	\$700.00	\$925.00	\$76,157.63
15	Palumbo	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,950.63
16	Parmenter	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70		\$925.00	\$67,175.63
17	Pavone	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70		\$925.00	\$67,300.63
18	Pignataro	Prvt	\$61,365.28		\$3,405.25	\$350.00	\$500.00	\$903.40	\$451.70	\$700.00	\$925.00	\$68,600.63
19	Quiron	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70		\$925.00	\$67,300.63
20	Rouke	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70		\$925.00	\$67,300.63
21	Ryzewski	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70		\$925.00	\$67,250.63
22	Schofield	Prvt	\$61,365.28		\$3,405.25		\$8,282.00	\$903.40	\$451.70	\$700.00	\$925.00	\$76,032.63
23	Simpson	Prvt	\$61,365.28		\$3,405.25	\$125.00	\$3,681.00	\$903.40	\$451.70	\$700.00	\$925.00	\$71,556.63
24	Towner	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,950.63
25	Turner	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70		\$925.00	\$67,300.63
26	Vinqueere	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,950.63
27	Warren	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,875.63
28	Weigold - K	Prvt	\$61,365.28		\$3,405.25	\$200.00	\$3,681.00	\$903.40	\$451.70		\$925.00	\$70,931.63
29	Weigold-S	Prvt	\$61,365.28		\$3,405.25	\$200.00	\$3,681.00	\$903.40	\$451.70		\$925.00	\$70,931.63
30	Borowiec (C)	Prvt	\$31,516.80		\$3,405.25			\$903.40	\$451.70	\$700.00	\$925.00	\$66,341.02
	Borowiec (D)	Prvt	\$28,438.87	\$1,123.54								
31	O'Neil (B)	Prvt	\$47,382.72		\$3,405.25			\$903.40	\$451.70		\$925.00	\$62,297.99
	O'Neil (C)	Prvt	\$9,229.92	\$399.50								
32	Zack (B)	Prvt	\$44,367.46		\$3,405.25			\$903.40	\$451.70	\$700.00	\$925.00	\$63,134.41
	Zack (C)	Prvt	\$12,381.60	\$535.92								

SHREWSBURY FIRE DEPARTMENT
 FISCAL YEAR 2018
 Account 220-03-510010 (S and W Full Time)
 REQUESTED
 Note - Salaries Shown Are At FY 2018 Levels

	Employee	Title	Total Base	Value of Steps	Holiday	Longevity	Education Incentive	Training	Medical Training	EMT	Clothing (\$800) Cleaning (\$125)	Total Compensation
33	New Position	Prvt	\$56,213.14		\$3,096.26			\$903.40	\$451.70			\$60,664.50
34	New Position	Prvt	\$56,213.14		\$3,096.26			\$903.40	\$451.70			\$60,664.50
35	New Position	Prvt	\$56,213.14		\$3,096.26			\$903.40	\$451.70			\$60,664.50
36	New Position	Prvt	\$56,213.14		\$3,096.26			\$903.40	\$451.70			\$60,664.50
37	New Position	Prvt	\$56,213.14		\$3,096.26							\$59,309.40
38	New Position	Prvt	\$56,213.14		\$3,096.26							\$59,309.40
39	New Position	Prvt	\$56,213.14		\$3,096.26							\$59,309.40
40	New Position	Prvt	\$56,213.14		\$3,096.26							\$59,309.40
	Total (40)		\$2,711,059.09	\$3,171.79	\$149,741.42	\$6,475.00	\$55,517.00	\$36,698.40	\$18,349.20	\$11,900.00	\$33,300.00	\$3,023,040.11
							\$14,864.00	Vuona				
							\$5,456.00	Card				
							\$75,837.00					

Overtime Accounts

	Expended 11	Expended 12	Expended 13	Expended 14	Expended 15	Expended 16	Budgeted 16	Expended To Date (1/19)	Requested 17	TM Recommend
Vacation	\$156,169	\$159,847	\$124,437	\$109,497	\$116,941	\$133,047	\$120,000	\$89,851	\$168,018	\$120,000
Sick Leave	\$81,119	\$127,765	\$86,753	\$118,732	\$97,440	\$101,994	\$100,000	\$61,801	\$70,461	\$100,000
Extra Duty	\$117,399	\$144,614	\$132,914	\$130,319	\$185,322	\$168,510	\$150,000	\$88,502	\$156,294	\$170,000
CTO	\$22,668	\$24,031	\$10,350	\$8,770	\$9,154	\$11,795	\$20,000	\$5,307	\$66,921	\$12,000
Total	\$377,355	\$456,257	\$354,454	\$367,318	\$408,857	\$415,346	\$390,000	\$245,461	\$461,694	\$402,000

Holiday Pay

FY 08 - \$82,781
 FY 09 - \$92,825
 FY 10 - \$90,448
 FY 11 - \$88,635
 FY 12 - \$82,537
 FY 13 - \$94,648
 FY 14 - \$99,857
 FY 15 - \$106,700
 FY 16 - \$105,692

SHREWSBURY FIRE DEPARTMENT
FISCAL YEAR 2018
Account 220-03-510010 (S and W Full Time)
RECOMMENDED
Note - Salaries Shown Are At FY 2018 Levels

	Employee	Title	Total Base	Value of Steps	Holiday	Longevity	Education Incentive	Training	Medical Training	EMT	Clothing (\$800) Cleaning (\$125)	Total Compensation
1	Colby S.	Capt	\$72,568.44		\$4,000.84	\$300.00	\$7,981.00	\$1,044.00	\$522.00		\$925.00	\$87,341.28
2	Roy	Capt	\$72,568.44		\$4,000.84	\$125.00	\$4,353.00	\$1,044.00	\$522.00	\$700.00	\$925.00	\$84,238.28
3	Lawlor	Capt	\$72,568.44		\$4,000.84	\$250.00	\$9,795.00	\$1,044.00	\$522.00	\$700.00	\$925.00	\$89,805.28
4	Ludovico	Capt	\$70,655.76	\$1,112.83	\$4,000.82	\$300.00	\$500.00	\$1,044.00	\$522.00		\$925.00	\$77,947.58
	Lieutenant Stipends (New)		\$20,082.40									\$20,082.40
1	Ahem	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70		\$925.00	\$67,175.63
2	Bowles	Prvt	\$61,365.28		\$3,405.25	\$300.00	\$3,681.00	\$903.40	\$451.70		\$925.00	\$71,031.63
3	Colby - II	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,950.63
4	Fulginiti	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70		\$925.00	\$67,250.63
5	Garrity	Prvt	\$61,365.28		\$3,405.25	\$300.00	\$500.00	\$903.40	\$451.70		\$925.00	\$67,850.63
6	Gerber	Prvt	\$61,365.28		\$3,405.25			\$903.40	\$451.70		\$925.00	\$67,050.63
7	Green	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70		\$925.00	\$67,175.63
8	Guarino	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70		\$925.00	\$67,175.63
9	Hodgemey	Prvt	\$61,365.28		\$3,405.25	\$400.00	\$240.00	\$903.40	\$451.70		\$925.00	\$67,690.63
10	Ljunggren	Prvt	\$61,365.28		\$3,405.25	\$300.00	\$360.00	\$903.40	\$451.70	\$700.00	\$925.00	\$68,410.63
11	Lodowsky	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,875.63
12	McNiff	Prvt	\$61,365.28		\$3,405.25			\$903.40	\$451.70	\$700.00	\$925.00	\$67,750.63
13	Miloz J	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70	\$700.00	\$925.00	\$68,000.63
14	Muntz	Prvt	\$61,365.28		\$3,405.25	\$125.00	\$8,282.00	\$903.40	\$451.70	\$700.00	\$925.00	\$76,157.63
15	Palumbo	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,950.63
16	Parmenter	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70		\$925.00	\$67,175.63
17	Pavone	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70		\$925.00	\$67,300.63
18	Pignataro	Prvt	\$61,365.28		\$3,405.25	\$350.00	\$500.00	\$903.40	\$451.70	\$700.00	\$925.00	\$68,600.63
19	Quiron	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70		\$925.00	\$67,300.63
20	Rouke	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70		\$925.00	\$67,300.63
21	Ryzewski	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70		\$925.00	\$67,250.63
22	Schofield	Prvt	\$61,365.28		\$3,405.25		\$8,282.00	\$903.40	\$451.70	\$700.00	\$925.00	\$76,032.63
23	Simpson	Prvt	\$61,365.28		\$3,405.25	\$125.00	\$3,681.00	\$903.40	\$451.70	\$700.00	\$925.00	\$71,556.63
24	Towner	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,950.63
25	Turner	Prvt	\$61,365.28		\$3,405.25	\$250.00		\$903.40	\$451.70		\$925.00	\$67,300.63
26	Vincequere	Prvt	\$61,365.28		\$3,405.25	\$200.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,950.63
27	Warren	Prvt	\$61,365.28		\$3,405.25	\$125.00		\$903.40	\$451.70	\$700.00	\$925.00	\$67,875.63
28	Weigold - K	Prvt	\$61,365.28		\$3,405.25	\$300.00	\$3,681.00	\$903.40	\$451.70		\$925.00	\$70,931.63
29	Weigold-S	Prvt	\$61,365.28		\$3,405.25	\$200.00	\$3,681.00	\$903.40	\$451.70		\$925.00	\$70,931.63
30	Borowiec (C)	Prvt	\$31,516.80		\$3,405.25			\$903.40	\$451.70	\$700.00	\$925.00	\$66,341.02
	Borowiec (D)	Prvt	\$28,438.87	\$1,123.54								
31	O'Neil (B)	Prvt	\$47,382.72		\$3,405.25			\$903.40	\$451.70		\$925.00	\$62,297.99
	O'Neil (C)	Prvt	\$9,229.92	\$399.50								
32	Zack (B)	Prvt	\$44,367.46		\$3,405.25			\$903.40	\$451.70	\$700.00	\$925.00	\$63,134.41
	Zack (C)	Prvt	\$12,381.60	\$535.92								

SHREWSBURY FIRE DEPARTMENT
FISCAL YEAR 2018
Account 220-03-510010 (S and W Full Time)
RECOMMENDED
Note - Salaries Shown Are At FY 2018 Levels

	Employee	Title	Total Base	Value of Steps	Holiday	Longevity	Education Incentive	Training	Medical Training	EMT	Clothing (\$800) Cleaning (\$125)	Total Compensation
33	New Position	Pvt	\$56,213.14		\$3,096.26			\$903.40	\$451.70			\$60,664.50
34	New Position	Pvt	\$56,213.14		\$3,096.26			\$903.40	\$451.70			\$60,664.50
35	New Position	Pvt	\$56,213.14		\$3,096.26			\$903.40	\$451.70			\$60,664.50
36	New Position	Pvt	\$56,213.14		\$3,096.26			\$903.40	\$451.70			\$60,664.50
37	New Position	Pvt	\$56,213.14		\$3,096.26							\$59,309.40
38	New Position	Pvt	\$56,213.14		\$3,096.26							\$59,309.40
39	New Position	Pvt	\$56,213.14		\$3,096.26							\$59,309.40
40	New Position	Pvt	\$56,213.14		\$3,096.26							\$59,309.40
	Total (40)		\$2,241,271.57	\$3,171.79	\$124,971.34	\$6,475.00	\$55,517.00	\$33,084.80	\$16,542.40	\$11,900.00	\$33,300.00	\$2,523,062.11
				Adjustment	-\$12,971.34							
					\$112,000.00		\$14,864.00	Vuona				
							\$5,456.00	Card				
							\$75,837.00					

Overtime Accounts

	Expended 11	Expended 12	Expended 13	Expended 14	Expended 15	Expended 16	Budgeted 16	Expended To Date (1/19)	Requested 17	TM Recommend
Vacation	\$156,169	\$159,847	\$124,437	\$109,497	\$116,941	\$133,047	\$120,000	\$89,851	\$168,018	\$120,000
Sick Leave	\$81,119	\$127,765	\$86,753	\$118,732	\$97,440	\$101,994	\$100,000	\$61,801	\$70,461	\$100,000
Extra Duty	\$117,399	\$144,614	\$132,914	\$130,319	\$185,322	\$168,510	\$150,000	\$88,502	\$156,294	\$170,000
CTO	\$22,668	\$24,031	\$10,350	\$8,770	\$9,154	\$11,795	\$20,000	\$5,307	\$66,921	\$12,000
Total	\$377,355	\$456,257	\$354,454	\$367,318	\$408,857	\$415,346	\$390,000	\$245,461	\$461,694	\$402,000

Holiday Pay

FY 08 - \$82,781
FY 09 - \$92,825
FY 10 - \$90,448
FY 11 - \$88,635
FY 12 - \$82,537
FY 13 - \$94,648
FY 14 - \$99,857
FY 15 - \$106,700
FY 16 - \$105,692

Selected Operating Expenses and Equipment Detail
Fiscal Year 2018

Fire

<u>Line Item Description</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040 Utility - Telephone	\$11,000	\$10,000
Fire OpEx		
520080 R & M - Equipment	\$45,000	\$40,000
Fire OpEx		
520100 Advertising & Binding	\$100	\$100
bid advertising etc	\$100	\$100
Fire OpEx		
520110 Hospital & Medical	\$1,000	\$1,000
FIREFIGHTER new hire empl physicals and Physyc eval	\$1,000	\$1,000
Fire OpEx		
520120 Data Processing	\$7,000	\$6,000
Firepoint & Truck Maint SW, Increased Product Support Costs	\$7,000	\$6,000
paper and other supplies copie	\$0	\$0
Budget Adjustment	\$0	\$0
Fire OpEx		
520125 Insurance Deductable	\$250	\$250
Hospital & Medical Expenses	\$250	\$250
Fire OpEx		

<u>Line Item Description</u>	<u>Explanation</u>	DEPARTMENT REQUEST 2018	MANAGER RECOMMEND 2018
520130	Professional Services	\$11,000	\$10,000
	medical training, record keeping, Town EMS Med Dir Fees	\$8,000	\$8,000
Fire OpEx	rental on oxygen cylinders used in cascade system	\$2,000	\$2,000
	Consultants and Nutrition Consultant	\$1,000	\$1,000
	Budget Adjustment	\$0	\$(1,000)
520220	Services-Not Classified	\$5,000	\$4,000
	Misc services.	\$5,000	\$5,000
Fire OpEx	Gas meters & parts.	\$0	\$(1,000)
	Budget Adjustment		
540010	Automotive	\$50,000	\$47,500
	Batteries, filters, parts for trucks.	\$26,000	\$26,000
Fire OpEx	Bulk oil, special lub oils, hydrolic oil, misc. grease and air dryer cartridges	\$5,000	\$5,000
	Replacement strobes & LED lighting for all trucks	\$5,000	\$5,000
	Unanticipated unnamed repairs, parts for trucks	\$6,000	\$6,000
	Nuts, bolts, shop supplies	\$8,000	\$8,000
	Special tools for truck work		
	Budget adjustment Town Manager	\$0	\$(2,500)
540030	Building	\$2,500	\$1,500
Fire OpEx	General Materials	\$2,500	\$1,500
540060	Salt & Chemicals	\$500	\$500
	Speedy dry in bulk	\$250	\$250
Fire OpEx	Ice melt for yards	\$250	\$250

<u>Line Item Description</u>	<u>Explanation</u>	DEPARTMENT REQUEST 2018	MANAGER RECOMMEND 2018
540110	Public Safety	\$9,500	\$9,500
	Medical supplies, N95 Masks, BSI Equip. Narcan & oxygen for first responder	\$8,200	\$8,200
Fire OpEx	Bulk oxygen purchases for first responder program	\$1,300	\$1,300
	Budget Adjustment	\$0	\$0
540120	Clothing & Uniforms	\$49,500	\$48,000
	Contract requirement	\$28,800	\$28,800
Fire OpEx	Cleaning allowance	\$4,500	\$4,500
	Additional Equipment Needed	\$6,700	\$6,700
	Callmen uniforms & equipment	\$6,000	\$6,000
	Required Dress Uniforms	\$3,500	\$3,500
	Budget Adjustment	\$0	\$(1,500)
540140	Books Periodicals Subs	\$3,000	\$3,000
	NFPA Journal, Firehouse, Fire Engineering, Fire Chief periodicals/mags, NFPA Codes book, textbooks	\$2,000	\$2,000
Fire OpEx	Latest textbooks, videos, lesson plans	\$1,000	\$1,000
	Budget Adjustment	\$0	\$0
540150	Print Postage Stationary	\$1,700	\$1,700
	printing permits, cards, envelopes, incident slips, stationery, photos, etc.	\$1,700	\$1,700
Fire OpEx			
540170	Medical & Dental	\$3,000	\$2,000
	Physicals, deductibles, misc medical charges	\$3,000	\$2,000
Fire OpEx			

Explanation

Line Item Description

540180	Textbooks		\$1,500	\$1,500
		Textbooks for NPFA required classes.		
Fire OpEx				
540190	Custodial Supplies		\$7,750	\$6,000
		Cleaning and custodial supplies for all 3 bldgs	\$7,750	\$6,000
Fire OpEx		Budget Adjustment	\$0	\$0
540220	Office Supplies		\$4,000	\$3,000
		General Office Supplies	\$4,000	\$3,000
Fire OpEx		Budget Adjustment	\$0	\$0
540230	Supplies - Not Classified		\$1,500	\$500
Fire OpEx				
540240	Small Tools & Misc Equip		\$10,300	\$9,000
		Continued upgrades for small tools, nozzles, hoses for all stations	\$6,500	\$6,500
Fire OpEx		Special tool purchases for mechanic	\$3,800	\$3,800
		Budget Adjustment	\$0	\$(1,300)
570010	Car Allowance/Mileage		\$4,000	\$4,000
		FIRE CHIEF	\$4,000	\$4,000
Fire OpEx				
570020	Dues & Memberships		\$6,500	\$6,500

<u>Line Item Description</u>	<u>Explanation</u>	DEPARTMENT REQUEST 2018	MANAGER RECOMMEND 2018
Fire OpEx			
	NFPA, IAAL, Fire Chief and Deputy Chief. Dues for Monthly & Yearly Meetings	\$1,200	\$1,200
	Fire Chief Assn Ma dues	\$800	\$800
	Essex County Fire Chief Assn	\$1,800	\$1,800
	Mass Fire District 14 Association dues	\$2,200	\$2,200
	Mass Fire District 7 Associate Member Dues	\$500	\$500
	Budget Adjustment	\$0	\$0
570030	Travel	\$1,500	\$1,500
	ACADEMY MILEAGE	\$1,500	\$1,500
Fire OpEx			
570180	Other - Not Classified	\$700	\$700
Fire OpEx			
		\$237,800	\$217,750
580060	Radio Equipment	\$25,000	\$10,000
	Radios.	\$10,000	\$10,000
Fire Equip	Replacement for main fire department transmit repeater at Masonic Hill	\$15,000	\$0
580120	Equip - Not Classified	\$38,000	\$36,000
	Turnout Gear and Purchase of necessary NEW equipment - ff's & callmen \$3.800K each set	\$38,000	\$38,000
Fire Equip	Budget Adjustment	\$0	\$(2,000)
		\$63,000	\$46,000
Fire		\$300,800	\$263,750

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Building Inspector

0241

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$87,419	\$89,509	\$89,168	\$90,951	\$50,180	\$90,602	\$90,602
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$250	\$250	\$300	\$300	\$300	\$300	\$300
Building Inspector PEA	\$87,669	\$89,759	\$89,468	\$91,251	\$50,480	\$90,902	\$90,902
510010 S & W - Full Time	\$42,435	\$44,377	\$45,160	\$46,060	\$25,394	\$45,884	\$45,884
510030 S & W - Temporary	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$758	\$0	\$0	\$0	\$353	\$0	\$0
510090 Overtime	\$0	\$4	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$63	\$125	\$100	\$100	\$163	\$163	\$163
Building Inspector S&C	\$43,255	\$44,505	\$45,260	\$46,160	\$25,910	\$46,046	\$46,046
510010 S & W - Full Time	\$93,752	\$102,376	\$103,141	\$114,672	\$57,765	\$116,805	\$116,805
510020 S & W - Part Time	\$1,015	\$0	\$0	\$9,456	\$6,065	\$29,981	\$11,993
510030 S & W - Temporary	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$1,463	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building Inspector Other	\$94,766	\$102,376	\$103,141	\$124,128	\$65,294	\$146,786	\$128,798
520040 Utility - Telephone	\$3,009	\$2,829	\$3,000	\$3,000	\$1,616	\$3,200	\$3,200
520130 Professional Services	\$436	\$150	\$1,000	\$1,000	\$70	\$1,000	\$1,000
520220 Services-Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540010 Automotive	\$59	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$1,331	\$2,000	\$2,000	\$103	\$2,000	\$2,000
540150 Print Postage Stationary	\$244	\$681	\$650	\$650	\$289	\$650	\$650
540220 Office Supplies	\$349	\$422	\$500	\$500	\$517	\$500	\$500
570010 Car Allowance/Mileage	\$8,893	\$10,140	\$10,080	\$10,080	\$6,120	\$12,600	\$11,520

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
570020 Dues & Memberships	\$275	\$335	\$500	\$500	\$200	\$500	\$500
570030 Travel	\$0	\$240	\$1,000	\$1,000	\$135	\$1,000	\$1,000
570080 Inspection Fees	\$30,793	\$17,745	\$30,000	\$30,000	\$15,596	\$30,000	\$30,000
Building Inspector OpEx	\$44,058	\$33,873	\$48,730	\$48,730	\$24,645	\$51,450	\$50,370
580010 Office Equipment	\$0	\$0	\$0	\$0	\$0	\$2,500	\$1,500
Building Inspector Equip	\$0	\$0	\$0	\$0	\$0	\$2,500	\$1,500
Building Inspector	\$269,749	\$270,514	\$286,598	\$310,269	\$166,328	\$337,684	\$317,616

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Building Inspector/Board of Health

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Patricia Sheehan	DH 4							E			\$1,742.35	52.00	\$90,602.20	\$90,602.20
Michele Bowers	A 3							E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50
Kerry Stockwell	A 3							E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50
													\$91,767.00	
													Building Inspector	\$45,883.50
													Board of Health	\$45,883.50
Christopher Lund	PT 3							E	\$30.75	37.50	\$1,153.13	52.00	\$59,962.50	\$59,962.50
Joseph Reilly	PT 2							E	\$29.15	37.50	\$1,093.13	52.00	\$56,842.50	\$56,842.50
													\$116,805.00	
P-T Asst Bldg Insp	PT 3							E	\$30.75	18.50	\$568.88	52.00	\$29,581.50	\$29,581.50

Longevity Payments

Name	Amount		
Patricia Sheehan	\$300	Building Inspector	\$463
Michele Bauwens	\$200	Board of Health	\$163
Kerry Stockwell	\$125		
	\$625		\$625.00

Town Manager					
E	\$30.75	7.50	\$230.63	52.00	\$11,992.50
					\$11,992.50

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Building Inspector

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone	\$3,200	\$3,200
	cell phone reimbursement	\$3,200	\$3,200
Building Inspector OpEx	building commissioner \$52/month assistant building inspector \$52/month part time building inspector \$26/month aissitant plumbing and gas inspector \$52/month total cell phone \$182/month x 12 months = \$2184 plus office phone bill \$80/month x 12 months = \$960 total: \$3144		
520130	Professional Services	\$1,000	\$1,000
	professional services for engineering and consulting	\$1,000	\$1,000
Building Inspector OpEx	engineer for board of survey per building code		
540140	Books Periodicals Subs	\$2,000	\$2,000
	Purchase of Bldg. Code Books and related information.	\$2,000	\$2,000
Building Inspector OpEx			
540150	Print Postage Stationary	\$650	\$650
	Purchase of stationery, envelopes, etc. and the printing of permit applications	\$650	\$650
Building Inspector OpEx			
540220	Office Supplies	\$500	\$500
	Purchase of various office supplies such as tape, folders, labels, etc.	\$500	\$500
Building Inspector OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570010	Car Allowance/Mileage		\$12,600	\$11,520
		Building commissioner \$300/month	\$12,600	\$12,600
		assistant building inspector \$300/month		
		part time building inspector \$150/month		
		assistant plumbing and gas inspector \$300/month		
		total = \$1050/month x 12 months = \$12,600		
		Budget Adjustment	\$0	\$(1,080)
570020	Dues & Memberships		\$500	\$500
		Dues for ICC, Mass. Bldg. Inspt. Assoc.,	\$500	\$500
		Dist. Mtgs. and NFPA		
570030	Travel		\$1,000	\$1,000
		Registration fees for building inspector training to maintain state required certification	\$1,000	\$1,000
		building code education		
570080	Inspection Fees		\$30,000	\$30,000
		contractor services: Plumbing & Gas inspections, consulting, fire dept suport, water dept support.	\$30,000	\$30,000
			\$51,450	\$50,370
580010	Office Equipment		\$2,500	\$1,500
		office work station from WB Mason for building inspector	\$2,500	\$1,500
			\$2,500	\$1,500
			\$53,950	\$51,870

**TABULATION OF BUILDING PERMITS ISSUED FOR
THE YEAR OF 2016**

BUILDING CLASSIFICATION		NUMBER OF PERMITS	ESTIMATED COST	
1. New Dwellings	One-Family	36	\$ 10,534,719.00	36 units
	Two-Family	7	\$ 1,994,200.00	14 units
		0	\$ -	
2. Apartments/condos	New Buildings	6	\$ 23,776,893.00	
		0	\$ -	192 units
	Additions,Alterations,Repairs	34	\$ 621,206.00	
3. Additions, Alterations, Repairs	Residential	282	\$ 7,420,839.00	
		0	\$ -	
3a. Siding, windows, roof		294	3285345	
4. Garages	Residential	6	\$ 205,979.00	
	Non-Residential	1	\$ 63,000.00	
		0	\$ -	
5. Signs		16	\$ 194,135.00	
		0	\$ -	
6. Swimming Pools		31	\$ 646,159.00	
		0	\$ -	
7. Commercial	New	15	\$ 25,952,168.00	
	Additions,Alterations,Repairs	62	\$ 4,245,777.00	
8. Industrial	New	0	\$ -	
	Additions,Alterations,Repairs	0	\$ -	
9. Demolition, Relocation		51	\$ 1,011,282.00	
		0	\$ -	
10. Other (sheds, trailers, stoves,decks, etc.)		152	\$ 2,534,245.00	
		0	\$ -	
TOTALS		993	\$ 82,485,947.00	

SINGLE FAMILY HOME PERMITS

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	total
2016	3	1	1	7	3	2	0	4	4	7	3	1	36
2015	5	1	2	4	2	10	3	7	5	8	0	4	51
2014	1	1	2	7	2	5	5	6	3	4	2	5	43
2013	3	3	3	4	11	9	7	9	7	18	2	4	80
2012	2	4	3	3	6	6	5	2	4	6	3	3	47
2011	1	1	1	4	5	6	10	0	3	6	3	9	49
2010	3	2	6	4	9	4	2	5	10	3	7	4	59
2009	1	0	2	1	7	1	4	6	8	7	4	9	50
2008	1	0	5	3	2	1	3	3	4	0	0	2	24
2007	3	2	4	2	2	6	3	4	3	0	3	2	34
2006	5	1	8	4	3	3	2	3	4	1	5	0	39
2005	2	0	3	3	6	4	6	6	2	12	5	4	53
2004	4	11	7	3	10	10	5	5	4	4	4	1	68
2003	5	2	10	10	4	6	13	5	11	15	4	11	96
2002	7	11	12	3	16	15	9	9	18	6	17	5	128
2001	9	11	7	9	15	9	11	11	11	10	6	17	126
2000	18	20	21	18	17	12	13	14	14	18	11	2	178
1999	10	11	19	23	26	21	22	23	26	23	24	15	243
1998	14	18	58	12	11	34	14	15	32	12	32	17	269
1997	14	17	20	30	19	35	16	11	24	27	27	21	261
1996	12	11	15	20	27	18	33	15	19	18	19	14	221

PERMIT SUMMARY

Year	Building Permits issued	Single Family (*included in total building permits issued)	Sheet Metal applications submitted	Plumbing & Gas Permits submitted	value of building permit work	total receipts: building, plumbing, gas, sheetmetal	Building dept budget
2016	933	36	89	1422	\$82,485,947	\$1,031,726	FY 2017 \$286,598
2015	1033	51	93	1424	\$59,258,938	\$693,974	FY2016 \$296,548
2014	957	43	85	1495	\$48,876,907	\$639,454	FY 2015 \$269,749
2013	1114	80	123	1566	\$46,299,648	\$625,405	FY 2014 \$296,677
2012	1088	47	94	1388	\$41,548,867	\$576,756	
2011	1069	49	84	1353	\$87,181,813	\$669,612	
2010	984	59	0	980			
2009	812	50	0	912			
2008	811	24	0	893			
2007	775	34	0	958			
2006	1004	39	0	1173			
2005	932	53	0	1012			
2004	894	68	0	452			
2003	955	96	0	1067			
2002	903	128	0	1028			
2001	748	126	0	880			
2000	732	178	0	985			
1999	787	243	0	1095			
1998	733	269	0	1151			

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Weights & Measures

0244

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510140 Stipends	\$3,600	\$4,200	\$4,800	\$4,800	\$2,800	\$6,000	\$6,000
Sealer PEA	\$3,600	\$4,200	\$4,800	\$4,800	\$2,800	\$6,000	\$6,000
570030 Travel	\$145	\$270	\$300	\$300	\$145	\$300	\$300
570180 Other - Not Classified	\$318	\$478	\$500	\$500	\$123	\$500	\$500
Sealer OpEx	\$463	\$748	\$800	\$800	\$268	\$800	\$800
Weights & Measures	\$4,063	\$4,948	\$5,600	\$5,600	\$3,068	\$6,800	\$6,800

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Emergency Mgmt Agency

0291

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510020 S & W - Part Time	\$0	\$0	\$1,700	\$1,700	\$992	\$1,700	\$1,700
510030 S & W - Temporary	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Mgmt Agency PEA	\$0	\$0	\$1,700	\$1,700	\$992	\$1,700	\$1,700
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Mgmt Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520040 Utility - Telephone	\$1,040	\$1,050	\$400	\$400	\$480	\$400	\$400
520220 Services-Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570180 Other - Not Classified	\$0	\$60	\$480	\$480	\$0	\$480	\$480
570980 Emergency Mgmt Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Mgmt Agency OpEx	\$1,040	\$1,110	\$880	\$880	\$480	\$880	\$880
580060 Radio Equipment	\$0	\$8,982	\$0	\$0	\$0	\$0	\$0
Emergency Mgmt Agency Equip	\$0	\$8,982	\$0	\$0	\$0	\$0	\$0
Emergency Mgmt Agency	\$1,040	\$10,092	\$2,580	\$2,580	\$1,472	\$2,580	\$2,580

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Forestry

0294

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510140 Stipends	\$500	\$500	\$500	\$500	\$0	\$500	\$500
Forestry Other	\$500	\$500	\$500	\$500	\$0	\$500	\$500
520080 R & M - Equipment	\$500	\$0	\$500	\$500	\$28	\$500	\$500
520100 Advertising & Binding	\$115	\$186	\$100	\$100	\$126	\$100	\$100
520150 R & M - Public Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520160 Removal Tree Trim, Rubbish	\$76,081	\$71,902	\$75,000	\$75,000	\$53,464	\$80,000	\$75,000
540010 Automotive	\$0	\$0	\$300	\$300	\$0	\$300	\$300
540100 Seed, Loam & Fertilizer	\$0	\$0	\$500	\$500	\$0	\$500	\$500
540140 Books Periodicals Subs	\$0	\$0	\$50	\$50	\$0	\$50	\$50
540240 Small Tools & Misc Equip	\$537	\$651	\$750	\$750	\$0	\$750	\$750
570020 Dues & Memberships	\$15	\$115	\$100	\$100	\$115	\$125	\$125
570030 Travel	\$218	\$233	\$250	\$250	\$235	\$250	\$250
570180 Other - Not Classified	\$284	\$126	\$200	\$200	\$0	\$200	\$200
Forestry OpEx	\$77,750	\$73,213	\$77,750	\$77,750	\$53,968	\$82,775	\$77,775
Forestry	\$78,250	\$73,713	\$78,250	\$78,250	\$53,968	\$83,275	\$78,275

**TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget**

Retirement

0311

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510350 Pensions & Annuities - Contrib	\$4,450,015	\$4,922,794	\$5,125,289	\$5,125,289	\$5,125,289	\$5,549,124	\$5,549,124
Retirement SepAp	\$4,450,015	\$4,922,794	\$5,125,289	\$5,125,289	\$5,125,289	\$5,549,124	\$5,549,124
Retirement	\$4,450,015	\$4,922,794	\$5,125,289	\$5,125,289	\$5,125,289	\$5,549,124	\$5,549,124

PERAC

COMMONWEALTH OF MASSACHUSETTS | PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

PHILIP Y. BROWN, ESQ., *Chairman*

JOSEPH E. CONNARTON, *Executive Director*

Auditor SUZANNE M. BUMP | KATHLEEN M. FALLON | KATE FITZPATRICK | JAMES M. MACHADO | ROBERT B. McCARTHY | JENNIFER F. SULLIVAN

RECEIVED
NOV 10 PM 11:04
TOWN MANAGER'S OFFICE

MEMORANDUM

TO: Shrewsbury Retirement Board
FROM: *Joseph E. Connarton*
Joseph E. Connarton, Executive Director
RE: Appropriation for Fiscal Year 2018
DATE: November 7, 2016

Required Fiscal Year 2018 Appropriation: **\$6,252,284**

This Commission is hereby furnishing you with the amount to be appropriated for your retirement system for Fiscal Year 2018 which commences July 1, 2017.

Attached please find summary information based on the present funding schedule for your system and the portion of the Fiscal Year 2018 appropriation to be paid by each of the governmental units within your system. The allocation by governmental unit was determined by Sherman Actuarial Services as part of their January 1, 2016 actuarial valuation.

If your System has a valuation currently in progress, you may submit a revised funding schedule to PERAC upon its completion. The current schedule is/was due to be updated by Fiscal Year 2019.

If you have any questions, please contact PERAC's Actuary, Jim Lamenzo, at (617) 666-4446 Extension 921.

JEC/jrl
Attachments

cc: Town Manager
Town Meeting
c/o Town Clerk

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Shrewsbury Retirement Board

Projected Appropriations

Fiscal Year 2018 - July 1, 2017 to June 30, 2018

Aggregate amount of appropriation: \$6,252,284

Fiscal Year	Estimated Cost of Benefits	Funding Schedule (Excluding ERI)	ERI	Total Appropriation	Pension Fund Allocation	Pension Reserve Fund Allocation	Transfer From PRF to PF
FY 2018	\$6,502,903	\$6,252,284	\$0	\$6,252,284	\$6,252,284	0	\$250,619
FY 2019	\$6,817,086	\$6,259,582	\$0	\$6,259,582	\$6,259,582	\$0	\$557,504
FY 2020	\$7,146,409	\$6,264,613	\$0	\$6,264,613	\$6,264,613	\$0	\$881,796
FY 2021	\$7,491,599	\$613,270	\$0	\$613,270	\$613,270	\$0	\$6,878,329
FY 2022	\$7,853,421	\$615,249	\$0	\$615,249	\$615,249	\$0	\$7,238,172

The Total Appropriation column shown above is in accordance with your current funding schedule and the scheduled payment date(s) in that schedule. Whenever payments are made after the scheduled date(s), the total appropriation should be revised to reflect interest at the rate assumed in the most recent actuarial valuation. Payments should be made before the end of the fiscal year.

For illustration, we have shown the amount to be transferred from the Pension Reserve Fund to the Pension Fund to meet the estimated Cost of Benefits for each year. If there are sufficient assets in the Pension Fund to meet the Cost of Benefits, this transfer is optional.

Breakouts

	Total	Housing	Light	Cable	Water	Sewer	Custodians	All Others	School Employees	School Lunch
(1) Participants										
(a) Actives	511	10	36	30	13	3	22	164	212	21
(b) Inactives	125	0	1	7	0	0	1	17	94	5
(c) Retirees and Beneficiaries	235	4	23	7	9	1	22	127	29	13
(d) Disabled Retirees	<u>32</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>3</u>	<u>22</u>	<u>2</u>	<u>1</u>
(e) Total	903	14	63	44	23	4	48	330	337	40
(2) Payroll of Active Participants	\$23,692,881	\$564,131	\$2,769,465	\$1,888,963	\$724,486	\$148,200	\$969,948	\$9,817,926	\$6,385,773	\$423,989
(3) Normal Cost										
(a) Total Normal Cost	2,515,988	47,693	299,913	181,630	70,459	13,982	115,293	1,063,363	676,486	47,168
(b) Expected Employee Contributions	2,047,500	43,579	238,257	172,652	60,179	12,029	82,192	862,187	541,587	34,838
(c) Administrative Expenses	<u>100,000</u>	<u>1,896</u>	<u>11,920</u>	<u>7,219</u>	<u>2,800</u>	<u>556</u>	<u>4,582</u>	<u>42,264</u>	<u>26,887</u>	<u>1,875</u>
(d) Net Employer Normal Cost (a) - (b) + (c)	568,488	6,010	73,576	16,197	13,080	2,509	37,683	243,440	161,786	14,205
(4) Actuarial Accrued Liability	119,047,013	1,903,340	19,480,769	4,896,312	3,614,981	587,134	6,381,456	65,354,301	14,531,995	2,296,721
(5) Assets*	<u>99,832,849</u>	<u>1,526,138</u>	<u>18,534,545</u>	<u>4,173,495</u>	<u>2,898,568</u>	<u>470,776</u>	<u>5,116,786</u>	<u>53,618,920</u>	<u>11,652,059</u>	<u>1,841,559</u>
(6) Unfunded Actuarial Accrued Liability (4) - (5)	19,214,164	377,202	946,224	722,817	716,413	116,358	1,264,670	11,735,381	2,879,936	455,162
(7) Amortizations*	5,336,488	104,763	262,802	200,753	198,975	32,317	351,246	3,259,352	799,865	126,415
(8) Total Required Employer Contributions (3d) + (7)	5,904,976	110,773	336,378	216,950	212,055	34,826	388,929	3,502,794	961,652	140,620
(9) Fiscal 2018 Cost	6,252,284	117,288	356,162	229,710	224,527	36,874	411,805	3,708,815	1,018,212	148,891
(10) Fiscal 2019 Cost	6,259,582	117,425	356,578	229,978	224,789	36,917	412,286	3,713,144	1,019,401	149,065
(11) Fiscal 2020 Cost	6,264,613	117,519	356,865	230,163	224,970	36,947	412,617	3,716,127	1,020,220	149,185
(12) Fiscal 2021 Cost	613,270	11,504	34,935	22,532	22,023	3,617	40,393	363,788	99,874	14,604
(13) Fiscal 2022 Cost	615,249	11,541	35,048	22,605	22,094	3,629	40,523	364,963	100,196	14,651
(14) Fiscal 2023 Cost	616,406	11,563	35,114	22,648	22,136	3,636	40,599	365,648	100,384	14,679
(15) Fiscal 2024 Cost	616,670	11,568	35,129	22,658	22,145	3,638	40,616	365,804	100,427	14,685
(16) Fiscal 2025 Cost	615,970	11,555	35,089	22,632	22,120	3,634	40,570	365,390	100,313	14,668
(17) Fiscal 2026 Cost	614,226	11,522	34,990	22,568	22,057	3,624	40,455	364,356	100,029	14,626
(18) Percentage of Total Cost	100.0%	1.9%	5.7%	3.7%	3.6%	0.6%	6.6%	59.3%	16.3%	2.4%
(19) Funded Ratio	83.86%	80.18%	95.14%	85.24%	80.18%	80.18%	80.18%	82.04%	80.18%	80.18%

* Allocation is based on the ratio of the Unfunded Actuarial Accrued Liability, adjusted for additional contributions.

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Engineer

0411

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$99,064	\$106,006	\$107,943	\$110,101	\$62,855	\$109,680	\$109,680
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineer PEA	\$99,064	\$106,006	\$107,943	\$110,101	\$62,855	\$109,680	\$109,680
510010 S & W - Full Time	\$26,560	\$27,195	\$27,096	\$27,636	\$15,775	\$45,884	\$27,530
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$300	\$300	\$300	\$300	\$300	\$300	\$300
Engineer S&C	\$26,860	\$27,495	\$27,396	\$27,936	\$16,075	\$46,184	\$27,830
510000 Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510010 S & W - Full Time	\$277,212	\$332,682	\$341,526	\$347,122	\$198,717	\$442,073	\$366,814
510030 S & W - Temporary	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$4,753	\$5,087	\$0	\$0	\$4,274	\$0	\$0
510090 Overtime	\$0	\$-96	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$1,300	\$1,300	\$1,300	\$1,300	\$1,300	\$1,350	\$1,350
Engineer Other	\$283,266	\$338,973	\$342,826	\$348,422	\$204,291	\$443,423	\$368,164
520010 Utility - Electricity	\$0	\$14	\$0	\$0	\$0	\$0	\$0
520040 Utility - Telephone	\$1,038	\$953	\$1,440	\$1,440	\$525	\$1,440	\$1,440
520080 R & M - Equipment	\$50	\$2,855	\$4,500	\$4,500	\$543	\$4,500	\$4,500
520100 Advertising & Binding	\$2,167	\$40	\$500	\$500	\$0	\$500	\$500
520110 Hospital & Medical	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$0	\$0	\$0	\$3,900	\$3,900	\$0	\$0
520220 Services-Not Classified	\$75	\$0	\$150	\$150	\$0	\$150	\$150
540010 Automotive	\$2,212	\$1,321	\$3,500	\$3,500	\$650	\$3,500	\$3,500
540030 Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
540120 Clothing & Uniforms	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$0	\$250	\$250	\$0	\$250	\$250
540150 Print Postage Stationary	\$1,576	\$698	\$1,000	\$1,000	\$479	\$1,000	\$1,000
540170 Medical & Dental	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540220 Office Supplies	\$346	\$744	\$1,500	\$1,500	\$1,357	\$1,500	\$1,500
540230 Supplies - Not Classified	\$348	\$181	\$1,000	\$1,405	\$655	\$1,000	\$1,000
540240 Small Tools & Misc Equip	\$32	\$0	\$350	\$350	\$0	\$350	\$350
570010 Car Allowance/Mileage	\$2,400	\$2,400	\$3,000	\$3,000	\$1,400	\$3,000	\$3,000
570020 Dues & Memberships	\$260	\$260	\$700	\$700	\$260	\$700	\$700
570030 Travel	\$400	\$370	\$1,500	\$1,500	\$60	\$1,500	\$1,500
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570080 Inspection Fees	\$175	\$105	\$105	\$105	\$70	\$105	\$105
Engineer OpEx	\$11,078	\$9,941	\$19,495	\$23,800	\$9,898	\$19,495	\$19,495
580010 Office Equipment	\$0	\$0	\$0	\$2,500	\$0	\$2,500	\$2,500
580070 Electrical & Mechanical	\$11,053	\$0	\$0	\$0	\$0	\$0	\$0
Engineer Equip	\$11,053	\$0	\$0	\$2,500	\$0	\$2,500	\$2,500
570750 Storm Water Management Study	\$0	\$0	\$0	\$16,734	\$0	\$0	\$0
Engineering SepAp	\$0	\$0	\$0	\$16,734	\$0	\$0	\$0
510000 Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineer LocalS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineer	\$431,320	\$482,415	\$497,660	\$529,493	\$293,119	\$621,281	\$527,669

**Employee Roster
Fiscal Year 2018
REQUESTED**

Department: ENGINEERING

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Howland, Jeff	DH-6										\$2,109.23	52.00	\$109,679.96	\$109,679.96
Rebovich, Annette	A-3	Salary partial offset by fees						E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50
													Offset By Planning Board Fees	\$18,353.40
														\$27,530.10
Castagna, Walter	PT-4							E	\$32.44	40.00	\$1,297.60	52.00	\$67,475.20	\$67,475.20
Stone, Brad*	PT-5							E	\$34.23	40.00	\$1,369.20	52.00	\$71,198.40	\$71,198.40
Thai, Vincent**	PT-5	C	\$31.34	40.00	26.00	\$1,253.60	\$32,593.60	D	\$32.75	40.00	\$1,310.00	26.00	\$34,060.00	\$66,653.60
McCullen, Dan**	PT-7		Value of step increase			\$1,466.40		E	\$38.09	40.00	\$1,523.60	52.00	\$79,227.20	\$79,227.20
Rahmati, Jonathan	PT-8							E	\$40.19	40.00	\$1,607.60	52.00	\$83,595.20	\$83,595.20
New Position	PT-9	A	\$35.55	40.00	26.00	\$1,422.00	\$36,972.00	B	\$37.15	40.00	\$1,486.00	26.00	\$38,636.00	\$75,608.00
			Value of step increase			\$1,664.00								\$443,757.60
													Offset By Conservation Commission Fees	\$3,000.00
														\$440,757.60

* Salary partial offset by fees
** Funded by Water & Sewer Charges

Longevity Payments

Name	Amount
Rebovich, Annette	\$300
Castagna, Walter	\$400
McCullen, Dan	\$350
Rahmati, Jonathan	\$350
Stone, Brad	\$250
	\$1,350

FTE's 8.00

**Employee Roster
Fiscal Year 2018
RECOMMENDED**

Department: ENGINEERING

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Howland, Jeff	DH-6										\$2,109.23	52.00	\$109,679.96	\$109,679.96
Rebovich, Annette	A-3	Salary partial offset by fees						E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50
													Offset By Planning Board Fees	\$18,353.40
														\$27,530.10
Castagna, Walter	PT-4							E	\$32.44	40.00	\$1,297.60	52.00	\$67,475.20	\$67,475.20
Stone, Brad*	PT-5							E	\$34.23	40.00	\$1,369.20	52.00	\$71,198.40	\$71,198.40
Thai, Vincent**	PT-5	C	\$31.34	40.00	26.00	\$1,253.60	\$32,593.60	D	\$32.75	40.00	\$1,310.00	26.00	\$34,060.00	\$66,653.60
McCullen, Dan**	PT-7		Value of step increase			\$1,466.40		E	\$38.09	40.00	\$1,523.60	52.00	\$79,227.20	\$79,227.20
Rahmati, Jonathan	PT-8							E	\$40.19	40.00	\$1,607.60	52.00	\$83,595.20	\$83,595.20
New Position	PT-9	A	\$35.55	40.00	0.00	\$1,422.00	\$0.00	B	\$37.15	40.00	\$1,486.00	0.00	\$0.00	\$0.00
			Value of step increase			\$0.00								\$0.00

* Salary partial offset by fees

** Funded by Water & Sewer Charges

Offset By Conservation Commission Fees \$3,000.00

\$368,149.60

Longevity Payments

Name	Amount
Rebovich, Annette	\$300
Castagna, Walter	\$400
McCullen, Dan	\$350
Rahmati, Jonathan	\$350
Stone, Brad	\$250
	\$1,350

FTE's 8.00

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Engineer

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone	\$1,440	\$1,440
	Telephone	\$1,440	\$1,440
Engineer OpEx	Cell Phone service - Jeff Howland	\$0	\$0
520080	R & M - Equipment	\$4,500	\$4,500
	Cover costs to keep various engineering department equipment under repair and in good order	\$4,500	\$4,500
Engineer OpEx			
520100	Advertising & Binding	\$500	\$500
	Tax Map Books, Binding	\$500	\$500
Engineer OpEx			
520220	Services-Not Classified	\$150	\$150
	Registry of Deeds, etc.	\$150	\$150
Engineer OpEx			
540010	Automotive	\$3,500	\$3,500
	Automotive - tires, mufflers, shocks, air & oil, filters, anti-freeze, etc.	\$3,500	\$3,500
Engineer OpEx			
540140	Books Periodicals Subs	\$250	\$250
	Books, Magazines, Newsletters	\$250	\$250
	Civil Engineering Ref. Book		
Engineer OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540150	Print Postage Stationary		\$1,000	\$1,000
		Postage and Printing of Contracts, business cards, letterhead, envelopes, etc., Toner Cartridges	\$1,000	\$1,000
Engineer OpEx				
540220	Office Supplies		\$1,500	\$1,500
		Office Supplies	\$1,500	\$1,500
Engineer OpEx				
540230	Supplies - Not Classified		\$1,000	\$1,000
		Surveying Supplies	\$1,000	\$1,000
Engineer OpEx				
540240	Small Tools & Misc Equip		\$350	\$350
		Small Tool Expenses & Miscellaneous equipment and supplies to maintain stormwater testing kits	\$350	\$350
Engineer OpEx				
570010	Car Allowance/Mileage		\$3,000	\$3,000
		Car Allowance - Town Engineer (\$200/month)	\$3,000	\$3,000
Engineer OpEx				
		Mileage for GIS position for meetings, training etc.	\$0	\$0
570020	Dues & Memberships		\$700	\$700
		APWA - Town Engineer	\$700	\$700
		MALSCE - Surveyor		
		American Public Works Assoc.	\$0	\$0
Engineer OpEx				
		URISA - for GIS position	\$0	\$0
		NSPS	\$0	\$0
		NSPS Registrations (2 @ \$80.00)	\$0	\$0
		MALSCE	\$0	\$0

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570030	Travel		\$1,500	\$1,500
		Various conferences/seminars	\$1,500	\$1,500
Engineer OpEx				
570080	Inspection Fees		\$105	\$105
		Inspection Fee - 3 vehicles @ \$35	\$105	\$105
Engineer OpEx				
			\$19,495	\$19,495
580010	Office Equipment		\$2,500	\$2,500
		Cabinet for storage of stormwater test kits that includes chemical reagents	\$2,500	\$2,500
Engineer Equip				
		Engineering Software	\$0	\$0
			\$2,500	\$2,500
570750	Storm Water Management Study		\$16,733	\$16,733
		Storm Water Management	\$16,733	\$16,733
Engineering SepAp				
			\$16,733	\$16,733
Engineer				
			\$38,728	\$38,728

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Highway

0421

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$87,419	\$89,509	\$89,168	\$90,951	\$50,180	\$90,602	\$90,602
510080 Sick Leave Plan II	\$1,675	\$1,708	\$0	\$0	\$1,742	\$0	\$0
510100 Longevity	\$450	\$450	\$450	\$450	\$450	\$450	\$450
Highway PEA	\$89,544	\$91,667	\$89,618	\$91,401	\$52,372	\$91,052	\$91,052
510010 S & W - Full Time	\$44,431	\$45,500	\$45,160	\$46,060	\$25,472	\$45,884	\$45,884
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$848	\$1,557	\$0	\$0	\$1,765	\$0	\$0
510090 Overtime	\$187	\$0	\$400	\$400	\$0	\$0	\$0
510100 Longevity	\$238	\$275	\$275	\$275	\$275	\$300	\$300
Highway S&C	\$45,703	\$47,332	\$45,835	\$46,735	\$27,511	\$46,184	\$46,184
510010 S & W - Full Time	\$504,501	\$521,811	\$529,567	\$532,031	\$292,795	\$716,842	\$534,260
510030 S & W - Temporary	\$47,718	\$25,729	\$22,932	\$22,932	\$3,629	\$16,048	\$23,962
510080 Sick Leave Plan II	\$2,118	\$2,774	\$0	\$0	\$3,213	\$0	\$0
510090 Overtime	\$219,644	\$108,941	\$155,000	\$155,000	\$80,998	\$160,000	\$160,000
510100 Longevity	\$825	\$825	\$1,125	\$1,125	\$1,125	\$1,500	\$1,500
510110 Work Incentive Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510160 Extra Duty	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510610 Base Salary Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Highway Other	\$774,806	\$660,080	\$708,624	\$711,088	\$381,760	\$894,390	\$719,721
520010 Utility - Electricity	\$18,081	\$17,069	\$21,000	\$21,000	\$7,545	\$21,000	\$21,000
520020 Utility - Natural Gas	\$17,169	\$10,235	\$15,000	\$15,000	\$4,538	\$15,000	\$15,000
520040 Utility - Telephone	\$3,688	\$3,479	\$7,000	\$7,000	\$1,283	\$7,000	\$7,000
520060 Utility - Water	\$353	\$353	\$400	\$400	\$201	\$400	\$400
520070 Utility - Sewer	\$160	\$122	\$250	\$250	\$71	\$250	\$250
520080 R & M - Equipment	\$36,138	\$40,351	\$50,000	\$50,000	\$23,259	\$50,000	\$50,000

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
520090 R & M - Building	\$8,704	\$25,320	\$20,000	\$20,000	\$9,445	\$20,000	\$20,000
520100 Advertising & Binding	\$1,350	\$1,024	\$1,000	\$1,000	\$382	\$1,000	\$1,000
520110 Hospital & Medical	\$0	\$0	\$500	\$500	\$0	\$500	\$500
520120 Data Processing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$35,595	\$41,580	\$35,000	\$35,000	\$18,877	\$45,000	\$45,000
520140 Rental of Equipment	\$416,537	\$169,324	\$355,000	\$355,000	\$112,993	\$355,000	\$355,000
520180 Asphalt&Bit Contractors	\$37,134	\$28,775	\$80,000	\$80,000	\$5,715	\$80,000	\$80,000
520220 Services-Not Classified	\$233	\$0	\$0	\$0	\$0	\$0	\$0
540010 Automotive	\$188,420	\$173,417	\$175,000	\$175,000	\$100,988	\$175,000	\$175,000
540030 Building	\$4,444	\$11,480	\$10,000	\$10,000	\$4,392	\$12,000	\$12,000
540050 Sand, Stone & Gravel	\$25,662	\$23,580	\$40,000	\$40,000	\$14,768	\$40,000	\$40,000
540060 Salt & Chemicals	\$340,912	\$230,861	\$375,000	\$375,000	\$193,917	\$375,000	\$375,000
540070 Asphalt & Bit Materials	\$23,700	\$22,272	\$30,000	\$30,000	\$20,412	\$30,000	\$30,000
540080 Pipe Fittings	\$4,853	\$9,192	\$10,000	\$10,000	\$2,890	\$10,000	\$10,000
540100 Seed, Loam & Fertilizer	\$0	\$2,344	\$500	\$500	\$100	\$500	\$500
540110 Public Safety	\$13,648	\$17,059	\$15,000	\$15,000	\$11,955	\$17,000	\$17,000
540120 Clothing & Uniforms	\$7,762	\$7,038	\$8,000	\$8,000	\$4,333	\$8,000	\$8,000
540140 Books Periodicals Subs	\$0	\$48	\$200	\$200	\$0	\$200	\$200
540150 Print Postage Stationary	\$0	\$7	\$200	\$200	\$0	\$200	\$200
540170 Medical & Dental	\$1,340	\$910	\$1,500	\$1,500	\$480	\$1,500	\$1,500
540190 Custodial Supplies	\$1,284	\$566	\$1,500	\$1,500	\$144	\$1,500	\$1,500
540220 Office Supplies	\$339	\$132	\$500	\$500	\$102	\$500	\$500
540230 Supplies - Not Classified	\$50	\$168	\$100	\$100	\$15	\$100	\$100
540240 Small Tools & Misc Equip	\$4,748	\$11,088	\$7,500	\$7,500	\$2,248	\$10,000	\$10,000
570020 Dues & Memberships	\$458	\$424	\$850	\$850	\$330	\$850	\$850
570030 Travel	\$581	\$1,047	\$1,000	\$1,000	\$556	\$1,200	\$1,200
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570080 Inspection Fees	\$2,375	\$1,600	\$3,200	\$3,200	\$2,250	\$3,200	\$3,200
570090 Damage Claims Reimbs	\$658	\$3,525	\$2,500	\$2,500	\$434	\$2,500	\$2,500
570180 Other - Not Classified	\$3,394	\$2,706	\$3,000	\$3,500	\$1,730	\$3,000	\$3,000
Highway OpEx	\$1,199,769	\$857,094	\$1,270,700	\$1,271,200	\$546,352	\$1,287,400	\$1,287,400
571390 STM Art 6 Replace Dump Trucl	\$208,107	\$756	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
580010 Office Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580030 Passenger Cars	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580040 Trucks & Tractors	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580060 Radio Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580070 Electrical & Mechanical	\$0	\$73,750	\$35,000	\$35,000	\$35,000	\$36,000	\$36,000
580320 Heavy Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Highway Equip	\$208,107	\$74,506	\$35,000	\$35,000	\$35,000	\$36,000	\$36,000
570000 Other Charges & Expend	\$0	\$0	\$0	\$0	\$0	\$0	\$0
571400 STM Art 6 Highway Rep & Imp	\$0	\$0	\$0	\$484,955	\$221,316	\$0	\$0
Highway SepAp	\$0	\$0	\$0	\$484,955	\$221,316	\$0	\$0
Highway	\$2,317,930	\$1,730,680	\$2,149,776	\$2,640,378	\$1,264,311	\$2,355,026	\$2,180,357

**Employee Roster
Fiscal Year 2018
REQUESTED**

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Hayes, Edward			\$250.00											
Morin, Chad			\$125.00											
Renaud, John			\$125.00											
Kimball Joel			\$125.00											
Baldinger, Keith			\$125.00											
Bigwood John			\$125.00											
Rupolo, Michael			\$125.00			\$1,500								

**Employee Roster
Fiscal Year 2018
RECOMMEND**

Department: Highway

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total	
Knipe, John	DH 4							E	\$ 1,742.35			52.0	\$ 90,602.20	\$90,602.20	
Hemmendinger, Karin	A-3							E	\$ 23.53	18.75	\$ 441.19	52.0	\$ 22,941.75	\$22,941.75	
Nancy Jones	A-3							E	\$ 23.53	18.75	\$ 441.19	52.0	\$ 22,941.75	\$22,941.75	
												FTE's	1.00	\$45,883.50	
Repekta, Nicholas	PT-3							E	\$30.75	40.0	\$ 1,230.00	52.0	\$ 63,960.00	\$63,960.00	
Libbey, James	PT-2							E	\$29.15	40.0	\$ 1,166.00	52.0	\$ 60,632.00	\$60,632.00	
Kimbal, Joel	W-7							D	\$25.55	40.0	\$ 1,022.00	52.0	\$ 53,144.00	\$53,144.00	
Baldinger, Keith	W-7							D	\$25.55	40.0	\$ 1,022.00	52.0	\$ 53,144.00	\$53,144.00	
Hayes, Edward	W-6							D	\$24.34	40.0	\$ 973.60	52.0	\$ 50,627.20	\$50,627.20	
Renaud, John	W-6							D	\$24.34	40.0	\$ 973.60	52.0	\$ 50,627.20	\$50,627.20	
Morin, Chad	W-6							D	\$24.34	40.0	\$ 973.60	52.0	\$ 50,627.20	\$50,627.20	
Bigwood, John	W-6							D	\$24.34	40.0	\$ 973.60	52.0	\$ 50,627.20	\$50,627.20	
Rupolo, Michael	W-6							D	\$24.34	40.0	\$ 973.60	52.0	\$ 50,627.20	\$50,627.20	
Beall, Timothy	W-6	C	\$23.40	40.0	\$ 936.00	10.2	\$ 9,547.20	D	\$24.34	40.0	\$ 973.60	41.8	\$ 40,696.48	\$50,243.68	
				Value of Step Increase \$1,572											
New-Position #1	W-6	A	\$21.42	40	26	\$ 856.80	\$ 22,276.80	B	\$22.47	40.0	\$ 898.80	26.0	\$ 23,368.80	\$45,645.60	
New-Position #2	W-6	A	\$21.42	40	26	\$ 856.80	\$ 22,276.80	B	\$22.47	40.0	\$ 898.80	26.0	\$ 23,368.80	\$45,645.60	
New-Position #3	W-6	A	\$21.42	40	26	\$ 856.80	\$ 22,276.80	B	\$22.47	40.0	\$ 898.80	26.0	\$ 23,368.80	\$45,645.60	
New-Position #4	W-6	A	\$21.42	40	26	\$ 856.80	\$ 22,276.80	B	\$22.47	40.0	\$ 898.80	26.0	\$ 23,368.80	\$45,645.60	
				Value of Step Increases For New Positions \$4,368.00											
									\$ 4,368.00			FTE's	10.00	\$534,259.68	
Seasonal Employees															
Position #1	W-5	D	\$23.40	176			\$ 4,118.40		\$23.40	336			\$ 7,862.40	\$11,980.80	
Position #2	W-5	D	\$23.40	176			\$ 4,118.40		\$23.40	336			\$ 7,862.40	\$11,980.80	
Summer Laborer #1	M 7								\$14.97	0.0				\$0.00	
Summer Laborer #2	M 7								\$14.97	0.0				\$0.00	
Longevity															
Knipe, John	\$450.00	\$450.00											Total Departmental FTE's 12.49		
Hemmendinger, Karin	\$200.00												FTE's	0.49	\$23,961.60
Nancy Jones	\$100.00	\$300.00													
Repekta, Nicholas	\$200.00														
Libbey, James	\$300.00														

**Employee Roster
Fiscal Year 2018
RECOMMEND**

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Hayes, Edward			\$250.00											
Morin, Chad			\$125.00											
Renaud, John			\$125.00											
Kimball Joel			\$125.00											
Baldinger, Keith			\$125.00											
Bigwood John			\$125.00											
Rupolo, Michael			\$125.00			\$1,500								

**Snow and Ice Control Expenditures
Fiscal Year 2008
to Present**

Item	Expended FY 2008	Expended FY 2009	Expended FY 2010	Expended FY 2011	Expended FY 2012	Expended FY 2013	Expended FY 2014	Expended FY 2015	Expended FY 2016	Average Last (4) Yrs
Overtime	\$178,791	\$142,752	\$122,627	\$137,802	\$112,692	\$185,645	\$190,416	\$219,644	\$108,941	\$176,162
S & W Temporary			\$33,030	\$60,765	\$30,341	\$61,981	\$46,723	\$47,718	\$25,729	\$45,538
Sub Total	\$178,791	\$142,752	\$155,657	\$198,567	\$143,033	\$247,626	\$237,139	\$267,362	\$134,670	\$221,699
Rental of Equipment	\$189,388	\$200,755	\$161,795	\$279,865	\$109,402	\$317,992	\$330,924	\$380,955	\$128,134	\$289,501
Winter Sand	\$20,184	\$18,176	\$31,452	\$42,381	\$8,521	\$51,027	\$32,306	\$23,133	\$20,746	\$31,803
Salt & Chemicals	\$324,362	\$374,959	\$366,584	\$309,925	\$145,929	\$398,287	\$378,669	\$340,912	\$230,861	\$337,182
Sub Total	\$533,934	\$593,890	\$559,831	\$632,171	\$263,852	\$767,306	\$741,899	\$745,000	\$379,741	\$658,487
Total	\$712,725	\$736,642	\$715,488	\$830,738	\$406,885	\$1,014,932	\$979,038	\$1,012,362	\$514,411	\$880,186

	Budget FY 2017	Expended To Date FY 2017	Request FY 2018	TM Recommend
Overtime**	\$155,000	\$80,998	\$160,000	\$160,000
S & W Temporary***	\$22,932	\$3,629	\$16,048	\$23,962
Sub Total	\$177,932	\$84,627	\$176,048	\$183,962
Rental of Equipment*	\$355,000	\$103,198	\$355,000	\$355,000
Winter Sand	\$40,000	\$11,050	\$40,000	\$40,000
Salt & Chemicals	\$375,000	\$193,917	\$375,000	\$375,000
Sub Total	\$770,000	\$308,165	\$770,000	\$770,000
Total	\$947,932	\$392,792	\$946,048	\$953,962

Budget	Spent	Balance	Percent Expended
\$155,000	\$80,998	\$74,002	52%
\$22,932	\$3,629	\$19,303	16%
\$177,932	\$84,627	\$93,305	48%
\$355,000	\$103,198	\$251,802	29%
\$40,000	\$11,050	\$28,950	28%
\$375,000	\$193,917	\$181,083	52%
\$770,000	\$308,165	\$461,835	40%
\$947,932	\$392,792	\$555,140	41%

* Not all rental of equipment is for snow and ice control. Other rental costs are catch basin cleaning, roadside mowing and other contractual work.

** Not all overtime is for Snow and Ice Control. Some funding will be required for the spring season

*** Not all temporary wages are paid out for Snow and Ice Control. Some funding will be required for the spring season

Note: Current balance in Automotive (540010) is \$74,012 from original appropriation of \$175,000

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Highway

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520010	Utility - Electricity		\$21,000	\$21,000
		same as last year	\$21,000	\$21,000
Highway OpEx				
520020	Utility - Natural Gas		\$15,000	\$15,000
		same as last year	\$15,000	\$15,000
Highway OpEx				
520040	Utility - Telephone		\$7,000	\$7,000
		Same as last year	\$7,000	\$7,000
Highway OpEx				
520060	Utility - Water		\$400	\$400
		Due to rate increase	\$400	\$400
Highway OpEx				
520070	Utility - Sewer		\$250	\$250
		same as last year	\$250	\$250
Highway OpEx				
520080	R & M - Equipment		\$50,000	\$50,000
Highway OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520090	R & M - Building		\$20,000	\$20,000
		same as last year	\$20,000	\$20,000
Highway OpEx				
520100	Advertising & Binding		\$1,000	\$1,000
		same as last year	\$1,000	\$1,000
Highway OpEx				
520110	Hospital & Medical		\$500	\$500
		Same as last year	\$500	\$500
Highway OpEx				
520130	Professional Services		\$45,000	\$45,000
Highway OpEx				
520140	Rental of Equipment		\$355,000	\$355,000
Highway OpEx				
520180	Asphalt&Bit Contractors		\$80,000	\$80,000
		Same as last year	\$80,000	\$80,000
Highway OpEx				
540010	Automotive		\$175,000	\$175,000
Highway OpEx				
540030	Building		\$12,000	\$12,000
		increase in cost	\$12,000	\$12,000
Highway OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540050	Sand, Stone & Gravel		\$40,000	\$40,000
Highway OpEx				
540060	Salt & Chemicals		\$375,000	\$375,000
		same as last year	\$375,000	\$375,000
Highway OpEx				
540070	Asphalt & Bit Materials		\$30,000	\$30,000
		Same as last year	\$30,000	\$30,000
Highway OpEx				
540080	Pipe Fittings		\$10,000	\$10,000
		same as last year	\$10,000	\$10,000
Highway OpEx				
540100	Seed, Loam & Fertilizer		\$500	\$500
		Same as last year	\$500	\$500
Highway OpEx				
540110	Public Safety		\$17,000	\$17,000
		increase in cost	\$17,000	\$17,000
Highway OpEx				
540120	Clothing & Uniforms		\$8,000	\$8,000
		same as last year-Increase due to 4 new positions -clothing & boot allowance (includes clothing contractor increase)	\$8,000	\$8,000
Highway OpEx				
540140	Books Periodicals Subs		\$200	\$200
		Same as last year	\$200	\$200
Highway OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540150	Print Postage Stationary		\$200	\$200
		Same as last year	\$200	\$200
Highway OpEx				
540170	Medical & Dental		\$1,500	\$1,500
		same as last year	\$1,500	\$1,500
Highway OpEx				
540190	Custodial Supplies		\$1,500	\$1,500
		Same as last year	\$1,500	\$1,500
Highway OpEx				
540220	Office Supplies		\$500	\$500
		Same as last year	\$500	\$500
Highway OpEx				
540230	Supplies - Not Classified		\$100	\$100
		Same as last year	\$100	\$100
Highway OpEx				
540240	Small Tools & Misc Equip		\$10,000	\$10,000
		increase due to tool technology	\$10,000	\$10,000
Highway OpEx				
570020	Dues & Memberships		\$850	\$850
		Same as last year	\$850	\$850
Highway OpEx				
570030	Travel		\$1,200	\$1,200
		increase due to mechanic training	\$1,200	\$1,200
Highway OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570080	Inspection Fees		\$3,200	\$3,200
		Same as last year	\$3,200	\$3,200
Highway OpEx				
570090	Damage Claims Reimbs		\$2,500	\$2,500
		unforeseen town property damages	\$2,500	\$2,500
Highway OpEx				
570180	Other - Not Classified		\$3,000	\$3,000
Highway OpEx				
			\$1,287,400	\$1,287,400
580070	Electrical & Mechanical		\$36,000	\$36,000
		replace 3 garage doors (roll up) motors & safety	\$36,000	\$36,000
Highway Equip				
			\$36,000	\$36,000
			\$0	\$0
Highway				
			\$1,323,400	\$1,323,400

**TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget**

Street Lighting

0424

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
520010 Utility - Electricity	\$154,054	\$154,183	\$180,035	\$180,035	\$80,145	\$165,730	\$165,730
Street Lighting OpEx	\$154,054	\$154,183	\$180,035	\$180,035	\$80,145	\$165,730	\$165,730
Street Lighting	\$154,054	\$154,183	\$180,035	\$180,035	\$80,145	\$165,730	\$165,730



Memo

To: Dan Morgado
From: Ralph Iaccarino
CC: Mike Hale, Paula Munro, Paula Brady, File
Date: December 7, 2016
Re: Street Light Budget FY 2018

The FY 2018 Street Light Budget is **\$165,730**

The 8.63% decrease from FY 2017 is due to decrease in operating expenses as a result of lower power supply costs and a decrease in kWh's.

SELCO continues with the LED street light replacement project that will eventually reduce the energy consumption required for street lighting. To offset this capital cost, SELCO will continue to use the existing consumption rates. Once the energy savings realized by the LED's equates to the capital cost of the LED fixtures, we will then use the LED actual kWhr consumption to calculate the street light budget.

Street Light Budget Summary

FY YEAR	Budget	Cost/kWhr
2013	\$167,974	\$0.1077
2014	\$163,007	\$0.1043
2015	\$162,226	\$0.1038
2016	\$180,918	\$0.1154
2017	\$180,035	\$0.1146
2018	\$165,730	\$0.1054

Please see the attached worksheet for additional information.

Attachments: Street Lighting Budget FY 2017 VS. 2016

Street Lighting Budget Fiscal Year July 1st thru June 30th FY 2018

		FY2018	FY2017	Diff from prior yr
(1)	Losses – Write-Off Estimate (included in 1A)			
(1A)	Operating Expense Total (incl bad debt expense)			
	September YTD	\$20,776,194	\$23,486,096	
	October thru December Estimate	\$6,925,398	\$7,828,699	
(2)	Operating Expense Total	\$27,701,592	\$31,314,795	-11.54%
(3)	In Lieu of Tax Payment	\$240,942	\$237,569	1.42%
(4)	Interest on Debt	\$180,600	\$188,100	-3.99%
(5)	Depreciation Expense	\$1,954,600	\$1,642,299	19.02%
	Total Expenses = (1) + (2) + (3) + (4) + (5)	\$30,077,734	\$33,382,763	-9.90%
	kWh Sales Jan thru Sept	214,060,902	218,413,421	-1.99%
	kWh sales Oct thru Dec Estimate	71,353,634	72,804,477	
	Total kWh Sales	285,414,536	291,217,898	-1.99%
	Total Expenses	\$30,077,734	\$33,382,763	-9.90%
	Total kWh Sales	285,414,536	291,217,898	-1.99%
	Cost Per kWhr = Total Expenses/Total kWhr Sales	\$0.1054	\$0.1146	-8.03%

0

Estimated Street Lighting Cost

Monthly Street Lighting kW		=	365.440
Additions kW (estimate 0 new 70W HPS)	0 x	0.082 =	0.0
Additions kW (estimate 0 new LED's)	10 x	0.100	1
Additions kW	0 x	0.150	0
Subtractions kW	0 x	0.210 =	0
Total Monthly Street Lighting kW		=	366.44
Annual Operating Hours		=	4291
Annual Streetlighting kWhr	366.44 x	4291 =	1,572,394
Annual Streetlighting Cost	1,572,394 x	\$0.1054 =	\$165,730
		Prior Year Annual Streetlighting Cost	\$180,035
		% Diff from Prior Year Annual Streetlighting Cost	-8.63%

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Sewer

0440

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$48,081	\$49,231	\$49,042	\$50,023	\$27,599	\$49,832	\$49,832
510100 Longevity	\$175	\$175	\$175	\$175	\$175	\$175	\$175
Sewer PEA	\$48,256	\$49,406	\$49,217	\$50,198	\$27,774	\$50,007	\$50,007
510010 S & W - Full Time	\$29,603	\$54,448	\$54,534	\$54,984	\$31,483	\$64,177	\$64,177
510020 S & W - Part Time	\$0	\$2,078	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$125	\$125	\$275	\$275	\$275	\$275	\$275
Sewer S&C	\$29,728	\$56,651	\$54,809	\$55,259	\$31,758	\$64,452	\$64,452
510010 S & W - Full Time	\$226,364	\$266,197	\$269,150	\$270,444	\$148,962	\$270,774	\$270,275
510030 S & W - Temporary	\$3,257	\$5,127	\$5,011	\$5,011	\$3,301	\$5,000	\$5,000
510090 Overtime	\$65,901	\$58,861	\$68,000	\$68,000	\$31,845	\$68,000	\$68,000
510100 Longevity	\$825	\$1,050	\$1,275	\$1,275	\$1,275	\$1,425	\$1,425
510110 Work Incentive Program	\$50	\$50	\$0	\$0	\$50	\$0	\$0
510610 Base Salary Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Other	\$296,398	\$331,285	\$343,436	\$344,731	\$185,434	\$345,199	\$344,700
520010 Utility - Electricity	\$156,666	\$143,819	\$170,000	\$170,000	\$60,773	\$172,500	\$170,000
520020 Utility - Natural Gas	\$2,630	\$2,633	\$5,000	\$5,000	\$1,458	\$5,000	\$5,000
520030 Utility - Heating Oil	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520040 Utility - Telephone	\$2,475	\$2,122	\$6,000	\$6,000	\$545	\$7,000	\$7,000
520060 Utility - Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520070 Utility - Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520080 R & M - Equipment	\$173,226	\$212,565	\$170,000	\$170,000	\$116,537	\$170,000	\$170,000
520090 R & M - Building	\$325	\$0	\$2,500	\$2,500	\$0	\$2,500	\$2,500
520120 Data Processing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$0	\$0	\$500	\$500	\$0	\$0	\$0
520140 Rental of Equipment	\$0	\$0	\$1,000	\$1,000	\$2,667	\$5,000	\$5,000

	ACTUAL 2015	ACTUAL 2016	ORIGINAL BUDGET 2017	REVISED BUDGET 2017	EXPENDED TO DATE 2017	DEPARTMENT REQUEST 2018	TOWN MANAGER RECOMMEND 2018
520150 R & M - Public Property	\$0	\$0	\$1,000	\$1,000	\$4,920	\$5,000	\$5,000
520220 Services-Not Classified	\$6,081	\$594	\$1,000	\$1,000	\$0	\$1,000	\$1,000
540010 Automotive	\$21,235	\$12,908	\$12,000	\$12,000	\$18,949	\$15,000	\$15,000
540020 Oil & Fuel	\$925	\$0	\$2,000	\$2,000	\$0	\$2,500	\$2,500
540030 Building	\$174	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
540050 Sand, Stone & Gravel	\$0	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
540060 Salt & Chemicals	\$15,083	\$12,830	\$75,000	\$75,000	\$16,646	\$87,500	\$87,500
540070 Asphalt & Bit Materials	\$0	\$0	\$500	\$500	\$0	\$500	\$500
540080 Pipe Fittings	\$3,544	\$8,319	\$17,500	\$17,500	\$8,541	\$15,000	\$15,000
540100 Seed, Loam & Fertilizer	\$0	\$0	\$500	\$500	\$0	\$500	\$500
540110 Public Safety	\$0	\$0	\$500	\$500	\$0	\$500	\$500
540120 Clothing & Uniforms	\$3,433	\$2,634	\$2,500	\$2,500	\$1,140	\$3,000	\$3,000
540140 Books Periodicals Subs	\$0	\$0	\$500	\$500	\$0	\$500	\$500
540150 Print Postage Stationary	\$0	\$0	\$500	\$500	\$0	\$500	\$500
540170 Medical & Dental	\$75	\$0	\$500	\$500	\$0	\$500	\$500
540190 Custodial Supplies	\$8,259	\$8,799	\$6,000	\$6,000	\$2,147	\$6,500	\$6,500
540220 Office Supplies	\$0	\$0	\$500	\$500	\$1,000	\$500	\$500
540230 Supplies - Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540240 Small Tools & Misc Equip	\$13,475	\$11,559	\$8,500	\$8,500	\$16,003	\$8,500	\$8,500
540260 Public Works	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540330 Pump Parts & Maintenance	\$5,190	\$20,737	\$22,000	\$22,000	\$0	\$22,000	\$22,000
570020 Dues & Memberships	\$0	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
570030 Travel	\$755	\$270	\$2,000	\$2,000	\$0	\$2,000	\$2,000
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570080 Inspection Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570090 Damage Claims Reimbs	\$306	\$0	\$35,000	\$35,000	\$5,539	\$35,000	\$35,000
570180 Other - Not Classified	\$216	\$192	\$0	\$0	\$7	\$0	\$0
Sewer OpEx	\$414,073	\$439,982	\$546,000	\$546,000	\$256,872	\$571,500	\$569,000
580030 Passenger Cars	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580070 Electrical & Mechanical	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0
569910 Upper Blackstone District	\$85,063	\$83,496	\$70,000	\$70,000	\$35,000	\$70,000	\$85,000

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
569920 Westboro Treatment Plant	\$3,654,423	\$3,801,065	\$4,326,700	\$4,326,700	\$4,326,700	\$4,210,810	\$4,267,484
569950 Grafton Sewer Department	\$267	\$23	\$10,000	\$10,000	\$0	\$20,000	\$10,000
585010 General Sewer Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer SepAp	\$3,739,754	\$3,884,584	\$4,406,700	\$4,406,700	\$4,361,700	\$4,300,810	\$4,362,484
Sewer	\$4,528,208	\$4,761,907	\$5,400,162	\$5,402,888	\$4,863,538	\$5,331,968	\$5,390,643

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Sewer

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Robert Tozeski	DH-5							E		37.50	\$1,916.62	26.00	\$49,832.12	\$49,832.12
Mary Budzinski	A-3							E	\$23.53	18.75	\$441.19	52.00	\$22,941.75	\$22,941.75
Sharon Horne	A-3							E	\$23.53	18.75	\$441.19	52.00	\$22,941.75	\$22,941.75
Jennifer Wright	A-2	B	\$18.52	18.75	37.00	\$347.25	\$12,848.25	C	\$19.36	18.75	\$363.00	15.00	\$5,445.00	\$18,293.25 \$64,176.75
Paul Gallagher	PT-3							E	\$31.10	40.00	\$1,244.00	26.00	\$32,344.00	\$32,344.00
John Decillis	PT-4							E	\$32.44	40.00	\$1,297.60	26.00	\$33,737.60	\$33,737.60
David Giannino	W-6							D	\$24.34	40.00	\$973.60	52.00	\$50,627.20	\$50,627.20
Larry Leone	W-6							D	\$24.69	40.00	\$987.60	52.00	\$51,355.20	\$51,355.20
Steven Olson	W-6							D	\$24.69	40.00	\$987.60	52.00	\$51,355.20	\$51,355.20
John Lee	W-6							D	\$24.69	40.00	\$987.60	52.00	\$51,355.20	\$51,355.20
														\$270,774.40
Summer Laborer									\$10.44	480.00				\$5,011.20

Longevity Payments			
Name	Amount	Apptn	
Robert Tozeski	\$350	\$175	\$175
Mary Budzinski	\$250	\$125	
Sharon Horne	\$300	\$150	\$275
David Giannino	\$450		
Larry Leone	\$350		
Steven Olson	\$125		
John Lee	\$125		
Paul Gallagher	\$350	\$175	
John Decillis	\$400	\$200	\$1,300.00

FTE's 7.23

	WWTP DEBT PROJECTIONS AS OF 1/19/2017	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
Paid Off		FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
2021	WWTF Assabet Collaborative = 17% for WTPB	\$3,471	\$3,321	\$3,157	\$3,625	\$3,398	all done
2020	WWTF 1.675Mill Clarifiers	\$93,547	\$89,225	\$86,250	\$80,575	all done	\$0
2026	WWTF Improvements 2.665 (wwtp = 714,600)	\$0	\$0	\$0	\$0	\$0	\$0
2026	WWTF Impr 2.665 (wwtp = 714,600) REFUNDED 8/23/2013	\$45,003	\$44,013	\$42,693	\$41,043	\$39,393	\$37,908
2021	WWTF WCMP = 68.3% FOR WTPB	\$6,530	\$6,530	\$6,530	\$6,530	\$6,530	all done
2031	WWTP \$17,616,167 - WPAT @ 20Yr Borrow 2%	\$1,068,654	\$1,068,654	\$1,068,654	\$1,068,654	\$1,068,654	\$1,068,654
2033	WWTP \$29,358,537 - WPAT @ 20Yr Borrow - 0%	\$1,508,828	\$1,510,948	\$1,513,076	\$1,515,214	\$1,517,364	\$1,519,523
2031	FY11 Perm Borrow 11.8 (wwtp = 2,365,353)	\$173,876	\$169,600	\$164,880	\$160,056	\$156,840	\$153,330
2036	WWTP \$302,305 - WPAT @ 20Yr Borrow - 2%	\$14,901	\$14,923	\$14,946	\$14,968	\$14,990	\$15,013
	One Time Loan Origination	\$1,857	\$0	\$0	\$0	\$0	\$0
	Administrative WPAT Charges	\$58,216	\$54,878	\$51,376	\$47,047	\$43,571	\$40,059
	Total Capital Projects for W W T F	\$2,974,883	\$2,962,092	\$2,951,562	\$2,937,712	\$2,850,740	\$2,834,487
		60%	\$1,777,255				
		Current O & M Budget	\$4,150,382				
		60%	\$2,490,229				
		Budget	\$4,267,484				

Analysis of Flow - WWTP
December 2016

	Westborough			Shrewsbury			Hopkinton			Total		Shrewsbury Deviation to Total Change	Westborough Deviation to Total Change
	MGD	Change	% of Flow	MGD	Change	% of Flow	MGD	Change	% of Flow	MGD	Change	MGD	
FY 2010	2.370		34.55%	4.130		60.20%	0.360		5.25%	6.860			
FY 2011	2.020	-14.77%	34.53%	3.550	-14.04%	60.68%	0.280	-22.22%	4.79%	5.850	-14.72%	0.028	-0.001
FY 2012	2.162	7.03%	35.17%	3.730	5.07%	60.67%	0.256	-8.57%	4.16%	6.148	5.09%	-0.001	0.039
FY 2013	2.027	-6.24%	35.63%	3.438	-7.83%	60.43%	0.224	-12.50%	3.94%	5.689	-7.47%	-0.014	0.026
FY 2014	1.954	-3.60%	36.02%	3.236	-5.88%	59.65%	0.235	4.91%	4.33%	5.425	-4.64%	-0.042	0.021
FY 2015	2.011	2.92%	37.62%	3.086	-4.64%	57.74%	0.248	5.53%	4.64%	5.345	-1.47%	-0.102	0.086
FY 2016	1.865	-7.26%	36.70%	2.965	-3.92%	58.34%	0.252	1.61%	4.96%	5.082	-4.92%	0.031	-0.047

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Sewer

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520010	Utility - Electricity	\$172,500	\$170,000
	Electrical costs for 37 pump stations plus rate increase from the Light Department	\$172,500	\$170,000
Sewer OpEx			
520020	Utility - Natural Gas	\$5,000	\$5,000
	Eight pumping stations use natural gas	\$5,000	\$5,000
Sewer OpEx			
520040	Utility - Telephone	\$7,000	\$7,000
	Town Hall and South St yard phone charges @ \$250/month. Start of transition of a portion of the sewer stations over the Town cable network for communications. More stations to be transferred this year.	\$7,000	\$7,000
Sewer OpEx			
520080	R & M - Equipment	\$170,000	\$170,000
	Additional stations requiring more maintenance work. Pump repair work and replacements.	\$170,000	\$170,000
Sewer OpEx			
520090	R & M - Building	\$2,500	\$2,500
Sewer OpEx			
520140	Rental of Equipment	\$5,000	\$5,000
	Rental containers for material collection from the main sewer stations for transport to E. L. Harvey Landfill disposal in Westborough.	\$5,000	\$5,000
Sewer OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520150	R & M - Public Property		\$5,000	\$5,000
		Tree trimmings at the sewer stations and various buildings	\$5,000	\$5,000
Sewer OpEx				
520220	Services-Not Classified		\$1,000	\$1,000
Sewer OpEx				
540010	Automotive		\$15,000	\$15,000
		Preventative maintenance program has been expanded for the vehicles	\$15,000	\$15,000
Sewer OpEx				
540020	Oil & Fuel		\$2,500	\$2,500
		Diesel fuel for the Maple & Rolfe Ave. Jordan Pond and Harvey Place stations	\$2,500	\$2,500
Sewer OpEx				
540030	Building		\$1,000	\$1,000
Sewer OpEx				
540050	Sand, Stone & Gravel		\$1,000	\$1,000
Sewer OpEx				
540060	Salt & Chemicals		\$87,500	\$87,500
		Adding bioxide @ Rolfe Ave and Arrowwood Dr. stations for odor and corrosion control	\$87,500	\$87,500
		\$2.40/gal* 60gal/day* 365 = \$52,500		
		\$2.40/gal* 40gal/day* 365 = \$35,000		
Sewer OpEx				
540070	Asphalt & Bit Materials		\$500	\$500
Sewer OpEx				

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540080	Pipe Fittings	\$15,000	\$15,000
	Piping and various parts used throughout the collection system	\$15,000	\$15,000
Sewer OpEx			
540100	Seed, Loam & Fertilizer	\$500	\$500
Sewer OpEx			
540110	Public Safety	\$500	\$500
Sewer OpEx			
540120	Clothing & Uniforms	\$3,000	\$3,000
	Three men @ \$335 each -clothing allowance/Ass \$535 for 4th person. Various other weather and environmental gear throughout the year.	\$3,000	\$3,000
Sewer OpEx			
540140	Books Periodicals Subs	\$500	\$500
	Training books and materials for wastewater certification exam	\$500	\$500
Sewer OpEx			
540150	Print Postage Stationary	\$500	\$500
Sewer OpEx			
540170	Medical & Dental	\$500	\$500
Sewer OpEx			
540190	Custodial Supplies	\$6,500	\$6,500
	Cleaning supplies for the stations and degreasers for the station wet wells	\$6,500	\$6,500
Sewer OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540220	Office Supplies		\$500	\$500
Sewer OpEx				
540240	Small Tools & Misc Equip		\$8,500	\$8,500
		Equipment for trucks and job sites	\$8,500	\$8,500
Sewer OpEx				
540330	Pump Parts & Maintenance		\$22,000	\$22,000
		Inventory of pump seals-bearings and other miscellaneous station parts	\$22,000	\$22,000
Sewer OpEx				
570020	Dues & Memberships		\$1,000	\$1,000
		Costs to cover wastewater licenses for personnel	\$1,000	\$1,000
Sewer OpEx				
570030	Travel		\$2,000	\$2,000
		Wastewater meetings or seminars and classes	\$2,000	\$2,000
Sewer OpEx				
570090	Damage Claims Reimbs		\$35,000	\$35,000
		Damage claims from sewer backups. larger amount due to no longer funded from the insurance account	\$35,000	\$35,000
Sewer OpEx				
			\$571,500	\$569,000
			\$0	\$0
<hr/>				
569910	Upper Blackstone District		\$70,000	\$85,000
		Payment for Goddard Park -Ek court properties for Worcester and Upper Blackstone. Increase from the City of Worcester and increased usage at the new Table Talk facility on Bowditch Dr. This is essentially a pass through account.	\$70,000	\$85,000
Sewer SepAp				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
569920	Westboro Treatment Plant		\$4,210,810	\$4,267,484
		60% of WWTP O&M Budget Estimate of \$4,139,500 = \$2,483,700	\$4,210,810	\$4,267,484
		60% of WWTP debt service of \$2,878,516 = \$1,727,110		
Sewer SepAp				
569950	Grafton Sewer Department		\$20,000	\$10,000
		Pass through sewer cost for the State Street Bank and Alltec facilities located in Shrewsbury but serviced by the Grafton Sewer Department. We are reimbursed by the property owners for their quarterly sewer expenses.	\$20,000	\$10,000
Sewer SepAp				
			\$4,300,810	\$4,362,484
Sewer				
			\$4,872,310	\$4,931,484

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Water

0450

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$48,081	\$49,231	\$49,043	\$50,024	\$27,658	\$50,007	\$49,832
510080 Sick Leave Plan II	\$1,842	\$1,879	\$0	\$0	\$1,917	\$0	\$0
510100 Longevity	\$175	\$175	\$175	\$175	\$175	\$175	\$175
Water PEA	\$50,099	\$51,285	\$49,218	\$50,199	\$29,750	\$50,182	\$50,007
510010 S & W - Full Time	\$66,512	\$45,561	\$45,160	\$46,510	\$31,483	\$64,177	\$64,177
510020 S & W - Part Time	\$0	\$0	\$9,374	\$9,374	\$0	\$0	\$0
510080 Sick Leave Plan II	\$848	\$1,557	\$0	\$0	\$1,588	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$966	\$0	\$0
510100 Longevity	\$425	\$425	\$275	\$275	\$275	\$275	\$275
Water S&C	\$67,785	\$47,543	\$54,808	\$56,159	\$34,312	\$64,452	\$64,452
510010 S & W - Full Time	\$332,072	\$292,154	\$316,567	\$317,862	\$145,735	\$315,948	\$315,948
510020 S & W - Part Time	\$0	\$7,492	\$0	\$0	\$7,644	\$0	\$0
510030 S & W - Temporary	\$3,257	\$4,206	\$5,011	\$5,011	\$3,041	\$5,213	\$5,213
510080 Sick Leave Plan II	\$1,182	\$2,174	\$0	\$0	\$2,771	\$0	\$0
510090 Overtime	\$90,987	\$85,406	\$88,000	\$88,000	\$55,019	\$91,000	\$91,000
510100 Longevity	\$2,000	\$2,225	\$1,850	\$1,850	\$1,850	\$1,850	\$1,850
510110 Work Incentive Program	\$100	\$0	\$0	\$0	\$0	\$0	\$0
510610 Base Salary Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Other	\$429,599	\$393,658	\$411,429	\$412,723	\$216,060	\$414,011	\$414,011
520010 Utility - Electricity	\$146,864	\$154,356	\$170,000	\$170,000	\$74,341	\$175,000	\$175,000
520020 Utility - Natural Gas	\$18,330	\$13,219	\$15,000	\$15,000	\$5,896	\$15,000	\$15,000
520040 Utility - Telephone	\$7,809	\$7,305	\$10,000	\$10,000	\$3,768	\$10,000	\$10,000
520080 R & M - Equipment	\$150,125	\$113,430	\$95,000	\$95,000	\$93,489	\$97,500	\$97,500
520090 R & M - Building	\$0	\$1,053	\$15,000	\$15,000	\$0	\$15,000	\$15,000
520100 Advertising & Binding	\$612	\$2,008	\$3,500	\$3,500	\$420	\$4,000	\$4,000

1/25/2017

Water

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
520120 Data Processing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520130 Professional Services	\$33,249	\$43,641	\$85,000	\$135,705	\$127,107	\$136,000	\$100,000
520140 Rental of Equipment	\$2,152	\$858	\$2,000	\$2,000	\$1,200	\$2,500	\$2,500
520150 R & M - Public Property	\$12,364	\$21,917	\$50,000	\$50,000	\$17,395	\$0	\$0
520220 Services-Not Classified	\$6,758	\$2,207	\$5,000	\$5,000	\$1,363	\$5,000	\$5,000
540010 Automotive	\$45,740	\$38,072	\$43,000	\$43,000	\$42,996	\$45,000	\$45,000
540020 Oil & Fuel	\$0	\$541	\$1,000	\$1,000	\$81	\$1,000	\$1,000
540030 Building	\$244	\$0	\$10,000	\$10,000	\$0	\$10,000	\$10,000
540050 Sand, Stone & Gravel	\$11,130	\$30,813	\$32,000	\$32,000	\$23,500	\$33,000	\$33,000
540070 Asphalt & Bit Materials	\$11,320	\$9,346	\$50,000	\$50,000	\$13,293	\$50,000	\$50,000
540080 Pipe Fittings	\$83,694	\$71,722	\$93,000	\$97,325	\$71,145	\$100,000	\$100,000
540090 Water Meter Parts	\$0	\$4,283	\$8,000	\$8,000	\$0	\$8,000	\$8,000
540100 Seed, Loam & Fertilizer	\$396	\$330	\$2,500	\$2,500	\$1,114	\$2,500	\$2,500
540110 Public Safety	\$0	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
540120 Clothing & Uniforms	\$10,008	\$8,528	\$6,000	\$6,000	\$3,756	\$6,250	\$6,250
540140 Books Periodicals Subs	\$88	\$720	\$1,000	\$1,000	\$115	\$1,000	\$1,000
540150 Print Postage Stationary	\$3,346	\$7,976	\$13,000	\$13,000	\$1,389	\$13,000	\$13,000
540170 Medical & Dental	\$375	\$375	\$1,000	\$1,000	\$150	\$1,000	\$1,000
540190 Custodial Supplies	\$1,751	\$1,016	\$5,000	\$5,000	\$2,075	\$5,000	\$5,000
540220 Office Supplies	\$2,730	\$4,335	\$4,000	\$4,153	\$6,092	\$4,500	\$4,500
540240 Small Tools & Misc Equip	\$31,398	\$31,252	\$25,000	\$25,000	\$20,630	\$27,000	\$27,000
540260 Public Works	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540330 Pump Parts & Maintenance	\$668	\$149	\$6,000	\$6,000	\$6,308	\$6,000	\$6,000
570020 Dues & Memberships	\$578	\$615	\$4,500	\$4,500	\$517	\$2,500	\$2,500
570030 Travel	\$12,177	\$4,482	\$7,500	\$7,500	\$1,015	\$7,500	\$7,500
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570080 Inspection Fees	\$0	\$0	\$400	\$400	\$0	\$500	\$500
570090 Damage Claims Reimbs	\$861	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000
570180 Other - Not Classified	\$2,739	\$2,932	\$8,000	\$8,000	\$1,047	\$8,000	\$8,000
570560 DEP Water Assessment	\$11,341	\$10,851	\$12,000	\$12,000	\$11,481	\$12,000	\$12,000
Water OpEx	\$608,844	\$588,330	\$785,400	\$840,583	\$531,681	\$805,750	\$769,750
580040 Trucks & Tractors	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
580070 Electrical & Mechanical	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580090 New Water Meters	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580120 Equip - Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510010 S & W - Full Time	\$116,792	\$120,499	\$121,279	\$121,279	\$67,297	\$120,682	\$120,682
510080 Sick Leave Plan II	\$1,281	\$1,321	\$0	\$0	\$1,347	\$0	\$0
510090 Overtime	\$20,982	\$18,114	\$27,000	\$27,000	\$13,463	\$28,000	\$28,000
520010 Utility - Electricity	\$0	\$12	\$0	\$0	\$0	\$0	\$0
520020 Utility - Natural Gas	\$0	\$0	\$6,000	\$6,000	\$0	\$6,500	\$6,000
520040 Utility - Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520080 R & M - Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540060 Salt & Chemicals	\$495,357	\$467,309	\$537,000	\$537,000	\$285,108	\$551,000	\$551,000
580240 Water Treatment Ops	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water SepAp	\$634,412	\$607,255	\$691,279	\$691,279	\$367,215	\$706,182	\$705,682
Water	\$1,790,739	\$1,688,070	\$1,992,134	\$2,050,943	\$1,179,017	\$2,040,576	\$2,003,901

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Water

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Robert Tozeski	DH-5							E		37.50	\$1,916.62	26.00	\$49,832.12	\$49,832.12
Mary Budzinski	A-3							E	\$23.53	18.75	\$441.19	52.00	\$22,941.75	\$22,941.75
Sharon Home	A-3							E	\$23.53	18.75	\$441.19	52.00	\$22,941.75	\$22,941.75
Jennifer Wright	A-2	D	\$18.52	18.75	37.00	\$347.25	\$12,848.25	E	\$19.36	18.75	\$363.00	15.00	\$5,445.00	\$18,293.25
														\$64,176.75
Paul Gallagher	PT-3							E	\$31.10	40.00	\$1,244.00	26.00	\$32,344.00	\$32,344.00
John Decillis	PT-4							E	\$32.44	40.00	\$1,297.60	26.00	\$33,737.60	\$33,737.60
Roger Hunter	W-4							E	\$22.47	40.00	\$898.80	52.00	\$46,737.60	\$46,737.60
Steven Ambach	W-6							D	\$24.69	40.00	\$987.60	52.00	\$51,355.20	\$51,355.20
Richard Nolli	W-6							D	\$24.69	40.00	\$987.60	52.00	\$51,355.20	\$51,355.20
Andrew Wall	W-6							D	\$24.69	40.00	\$987.60	52.00	\$51,355.20	\$51,355.20
Jay Wheeler	W-6	C	\$23.40	40.00	41.60	\$936.00	\$38,937.60	D	\$24.34	40.00	\$973.60	10.40	\$10,125.44	\$49,063.04
														\$315,947.84
Summer Laborer									\$10.86	480.00				\$5,212.80
Stephen Johnson	PAT-18							E	\$33.33	40.00	\$1,333.20	52.00	\$69,326.40	\$69,326.40
Richard Fox	W-6							D	\$24.69	40.00	\$987.60	52.00	\$51,355.20	\$51,355.20
														\$120,681.60

Longevity Payments			
Name	Amount	Apprtn	Total
Robert Tozeski	\$350	\$175	\$175
Mary Budzinski	\$250	\$125	
Sharon Home	\$300	\$150	\$275
Steven Ambach	\$350		
Stephen Johnson	\$350		
Richard Fox	\$400		
Richard Nolli	\$400		
Paul Gallagher	\$400	\$200	
John Decillis	\$350	\$175	\$1,875

FTE's 10.23

Detail Summary
Water Department Operations
Account 01-0450-09

Account Number	Account	Expended FY 2011	Expended FY 2012	Expended FY 2013	Expended FY 2014	Expended FY 2015	Expended FY 2016	Budget FY 2017	Request FY 2018	Recommend FY 2018
510010	S & W Full Time	\$108,666	\$109,803	\$111,417	\$115,329	\$116,792	\$120,499	\$121,279	\$120,682	\$120,682
510080	Sick Leave Plan II	\$1,195	\$1,219	\$1,244	\$1,268	\$1,281	\$1,321	\$0	\$0	\$0
510090	Overtime	\$20,654	\$18,718	\$18,162	\$17,815	\$20,982	\$18,114	\$27,000	\$28,000	\$28,000
520010	Utility - Electric	\$286,330	\$266,934	\$271,443	\$220,977	\$324,746	\$312,885	\$290,000	\$300,000	\$300,000
520020	Utility - Gas	\$44	\$29	\$17	\$0	\$0	\$0	\$6,000	\$6,500	\$6,000
520040	R & M - Equipment	\$688	\$0	\$73	\$0	\$0	\$0	\$0	\$0	\$0
520060	Salt & Chemicals	\$159,626	\$138,364	\$127,195	\$166,635	\$122,121	\$125,678	\$162,000	\$166,000	\$166,000
520060	Plant Supplies	\$464	\$3,519	\$1,100	\$1,314	\$1,279	\$1,898	\$5,000	\$5,000	\$5,000
520060	Lab Support	\$5,532	\$3,830	\$11,914	\$13,261	\$7,268	\$10,714	\$10,000	\$10,000	\$10,000
520060	Contractual Services	\$22,207	\$54,276	\$22,073	\$41,869	\$39,943	\$16,135	\$70,000	\$70,000	\$70,000
580240	Water Treatment Ops	\$39	\$2,438	\$1	\$0	\$0	\$0	\$0	\$0	\$0
		\$605,445	\$599,130	\$564,639	\$578,468	\$634,412	\$607,244	\$691,279	\$706,182	\$705,682
	Calciquest	\$28,565	\$18,428	\$13,669	\$15,660	\$20,943	\$30,299	\$22,000	\$25,000	\$25,000
	Fluoride	\$13,664	\$19,710	\$13,644	\$13,185	\$12,671	\$9,189	\$25,000	\$25,000	\$25,000
	Chlorine	\$11,471	\$12,200	\$9,200	\$18,300	\$20,100	\$16,000	\$15,000	\$16,000	\$16,000
	KOH	\$105,926	\$88,026	\$90,682	\$91,642	\$68,407	\$70,190	\$100,000	\$100,000	\$100,000
	Other	\$0	\$0	\$0	\$27,848	\$0	\$0	\$0	\$0	\$0
	Total S&C	\$159,626	\$138,364	\$127,195	\$166,635	\$122,121	\$125,678	\$162,000	\$166,000	\$166,000
	Total For 520060	\$474,198	\$469,361	\$433,726	\$444,056	\$495,357	\$467,310	\$537,000	\$551,000	\$551,000

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Water

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520010	Utility - Electricity		\$175,000	\$175,000
		Amount to cover anticipated rate increase	\$175,000	\$175,000
Water OpEx				
520020	Utility - Natural Gas		\$15,000	\$15,000
		Natural Gas for South Street Yard, W.M.St. and Oak St. Boosters.	\$15,000	\$15,000
Water OpEx				
520040	Utility - Telephone		\$10,000	\$10,000
		Charges for telephones and cable service for water treatment plant and distribution system monitoring	\$10,000	\$10,000
Water OpEx				
520080	R & M - Equipment		\$97,500	\$97,500
		Contracted services involving electrical and mechanical work throughout the system.	\$97,500	\$97,500
Water OpEx				
520090	R & M - Building		\$15,000	\$15,000
		Work throughout the year maintaining various building structures	\$15,000	\$15,000
Water OpEx				
520100	Advertising & Binding		\$4,000	\$4,000
		Increase in advertising costs for classified bids in the T&G and other legal requirements for advertisements	\$4,000	\$4,000
Water OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520130	Professional Services		\$136,000	\$100,000
		Increased lab analysis required by DEP and other additional stream testing especially considering our new water management permit. Additional testing for manganese and total and hexavalent chromium	\$136,000	\$100,000
Water OpEx		Water Conservation Program Expenses Program to focus on education, promotion	\$0	\$0
		Adding \$25,000 for Engineering and Compliance issues with the Water Management Act	\$0	\$0
520140	Rental of Equipment		\$2,500	\$2,500
Water OpEx				
520220	Services-Not Classified		\$5,000	\$5,000
Water OpEx				
540010	Automotive		\$45,000	\$45,000
		We are doing more preventative maintenance on the vehicles plus some larger repair items on our older equipment	\$45,000	\$45,000
Water OpEx				
540020	Oil & Fuel		\$1,000	\$1,000
		Fifty gallon oil drums and other lubricants for vehicle maintenance	\$1,000	\$1,000
Water OpEx				
540030	Building		\$10,000	\$10,000
		Various maintenance projects at pump station buildings and treatment plant	\$10,000	\$10,000
Water OpEx				
540050	Sand, Stone & Gravel		\$33,000	\$33,000
		Gravel for water repair work throughout Town. Some increases in the cost of materials.	\$33,000	\$33,000
Water OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540070	Asphalt & Bit Materials		\$50,000	\$50,000
		Increases in fuel costs reflecting in higher asphalt costs	\$50,000	\$50,000
Water OpEx				
540080	Pipe Fittings		\$100,000	\$100,000
		Expenditure for brass items, pipes and other related items. Significant cost increases in all brass items with no lead requirements in effect	\$100,000	\$100,000
Water OpEx				
540090	Water Meter Parts		\$8,000	\$8,000
		Costs for odd size meters we encounter in some larger installations	\$8,000	\$8,000
Water OpEx				
540100	Seed, Loam & Fertilizer		\$2,500	\$2,500
Water OpEx				
540110	Public Safety		\$1,000	\$1,000
		Miscellaneous items such as safety vests, cones etc.	\$1,000	\$1,000
Water OpEx				
540120	Clothing & Uniforms		\$6,250	\$6,250
		Clothing and boot cost of \$535 per man (10 people) one w/uniform @ \$500 plus boots @ \$150 including work coveralls = \$6,250	\$6,250	\$6,250
Water OpEx				
540140	Books Periodicals Subs		\$1,000	\$1,000
		Books for training and other related purposes	\$1,000	\$1,000
Water OpEx				
540150	Print Postage Stationary		\$13,000	\$13,000
		Postage for bills -cost of printing of annual water quality reports. Various water customer notices	\$13,000	\$13,000
Water OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540170	Medical & Dental		\$1,000	\$1,000
		Medical supplies for South St yard and pump stations	\$1,000	\$1,000
Water OpEx				
540190	Custodial Supplies		\$5,000	\$5,000
		Floor waxes and miscellaneous cleaners	\$5,000	\$5,000
Water OpEx				
540220	Office Supplies		\$4,500	\$4,500
Water OpEx				
540240	Small Tools & Misc Equip		\$27,000	\$27,000
		Tools for the trucks - various small electrical and mechanical components	\$27,000	\$27,000
Water OpEx				
540330	Pump Parts & Maintenance		\$6,000	\$6,000
		Cost of replacement pump parts for well sources and booster stations	\$6,000	\$6,000
Water OpEx				
570020	Dues & Memberships		\$2,500	\$2,500
		Professional organization memberships	\$2,500	\$2,500
Water OpEx				
570030	Travel		\$7,500	\$7,500
		Cost of continuing education credits for certification license renewals. Classes for drinking water license testing	\$7,500	\$7,500
Water OpEx				
570080	Inspection Fees		\$500	\$500
		Increased inspection fees under the new state regulations	\$500	\$500
Water OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570090	Damage Claims Reimbs		\$1,000	\$1,000
		Damage claims throughout the year	\$1,000	\$1,000
Water OpEx				
570180	Other - Not Classified		\$8,000	\$8,000
Water OpEx				
570560	DEP Water Assessment		\$12,000	\$12,000
		State Dep Clean Water Drinking Act implementation costs of \$8.50/ million gallons of water pumped	\$12,000	\$12,000
Water OpEx				
			\$805,750	\$769,750
			\$0	\$0
Water				
520020	Utility - Natural Gas		\$6,500	\$6,000
		Heating and generator run costs	\$6,500	\$6,000
Water SepAp				
540060	Salt & Chemicals		\$551,000	\$551,000
		Electrical costs based on average of 6000/kwh/daily = \$290,000 plus anticipated increase from SELCO	\$300,000	\$300,000
Water SepAp				
			\$557,500	\$557,000
Water				
			\$1,363,250	\$1,326,750

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Cemetery

0491

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$17,383	\$17,765	\$17,850	\$18,207	\$10,036	\$18,120	\$18,120
Cemetery PEA	\$17,383	\$17,765	\$17,850	\$18,207	\$10,036	\$18,120	\$18,120
510010 S & W - Full Time	\$8,247	\$8,650	\$8,651	\$8,824	\$2,647	\$8,824	\$8,824
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cemetery S&C	\$8,247	\$8,650	\$8,651	\$8,824	\$2,647	\$8,824	\$8,824
510010 S & W - Full Time	\$30,856	\$35,328	\$30,769	\$31,385	\$16,903	\$31,980	\$31,980
510030 S & W - Temporary	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510090 Overtime	\$0	\$2,693	\$2,000	\$2,000	\$192	\$2,500	\$2,500
510100 Longevity	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510110 Work Incentive Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510610 Base Salary Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cemetery Other	\$30,856	\$38,021	\$32,769	\$33,385	\$17,096	\$34,480	\$34,480
520010 Utility - Electricity	\$1,798	\$1,261	\$0	\$0	\$370	\$0	\$0
520020 Utility - Natural Gas	\$1,544	\$993	\$0	\$0	\$416	\$0	\$0
520040 Utility - Telephone	\$136	\$96	\$0	\$0	\$25	\$0	\$0
520060 Utility - Water	\$214	\$218	\$0	\$0	\$190	\$0	\$0
520070 Utility - Sewer	\$5	\$5	\$0	\$0	\$0	\$0	\$0
520080 R & M - Equipment	\$67	\$715	\$0	\$0	\$122	\$0	\$0
520090 R & M - Building	\$5,833	\$1,556	\$0	\$0	\$0	\$0	\$0
520100 Advertising & Binding	\$170	\$630	\$0	\$0	\$309	\$0	\$0
520130 Professional Services	\$0	\$0	\$0	\$0	\$19	\$0	\$0
520140 Rental of Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520150 R & M - Public Property	\$34	\$930	\$0	\$0	\$32,254	\$0	\$0
520160 Removal Tree Trim, Rubbish	\$0	\$6,970	\$0	\$0	\$9,000	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
520220 Services-Not Classified	\$5,210	\$0	\$0	\$0	\$0	\$0	\$0
520810 Grounds Maintenance	\$29,245	\$34,585	\$39,000	\$39,000	\$38,260	\$39,000	\$39,000
540010 Automotive	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540020 Oil & Fuel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540030 Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540050 Sand, Stone & Gravel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540070 Asphalt & Bit Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540080 Pipe Fittings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540100 Seed, Loam & Fertilizer	\$0	\$301	\$0	\$0	\$0	\$0	\$0
540120 Clothing & Uniforms	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540150 Print Postage Stationary	\$0	\$0	\$0	\$0	\$175	\$0	\$0
540190 Custodial Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540220 Office Supplies	\$445	\$530	\$0	\$0	\$390	\$0	\$0
540230 Supplies - Not Classified	\$977	\$1,427	\$0	\$0	\$2,402	\$0	\$0
540240 Small Tools & Misc Equip	\$0	\$320	\$0	\$0	\$0	\$0	\$0
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570080 Inspection Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570180 Other - Not Classified	\$220	\$439	\$0	\$0	\$424	\$0	\$0
Cemetery OpEx	\$45,896	\$50,975	\$39,000	\$39,000	\$84,356	\$39,000	\$39,000
580030 Passenger Cars	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580120 Equip - Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580250 Mowers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cemetery Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cemetery	\$102,382	\$115,411	\$98,271	\$99,416	\$114,134	\$100,424	\$100,424

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Cemetery

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520810	Grounds Maintenance		\$39,000	\$39,000
Cemetery OpEx			\$39,000	\$39,000
			\$0	\$0
Cemetery			\$39,000	\$39,000

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Health

0510

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510020 S & W - Part Time	\$600	\$600	\$900	\$900	\$300	\$900	\$900
510100 Longevity	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Health PEA	\$600	\$600	\$900	\$900	\$300	\$900	\$900
510010 S & W - Full Time	\$42,436	\$44,400	\$45,160	\$46,060	\$25,395	\$45,884	\$45,884
510080 Sick Leave Plan II	\$0	\$662	\$0	\$0	\$353	\$0	\$0
510090 Overtime	\$0	\$0	\$300	\$300	\$0	\$1,750	\$1,750
510100 Longevity	\$63	\$0	\$100	\$100	\$163	\$163	\$163
510110 Work Incentive Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Health S&C	\$42,498	\$45,062	\$45,560	\$46,460	\$25,910	\$47,796	\$47,796
510010 S & W - Full Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Health Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520040 Utility - Telephone	\$221	\$168	\$600	\$600	\$44	\$600	\$600
520050 Utility - Refuse Disposal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520080 R & M - Equipment	\$0	\$0	\$100	\$100	\$0	\$100	\$100
520100 Advertising & Binding	\$0	\$55	\$100	\$100	\$0	\$100	\$100
520130 Professional Services	\$126,225	\$136,256	\$154,398	\$154,398	\$150,083	\$159,366	\$159,366
520160 Removal Tree Trim, Rubbish	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540150 Print Postage Stationary	\$381	\$380	\$1,000	\$1,000	\$109	\$1,000	\$1,000
540170 Medical & Dental	\$1,446	\$2,485	\$2,000	\$2,000	\$1,376	\$2,000	\$2,000

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
540220 Office Supplies	\$127	\$385	\$400	\$400	\$71	\$400	\$400
540240 Small Tools & Misc Equip	\$0	\$0	\$500	\$500	\$0	\$500	\$500
570010 Car Allowance/Mileage	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570020 Dues & Memberships	\$0	\$0	\$200	\$200	\$0	\$200	\$200
570030 Travel	\$0	\$0	\$200	\$200	\$0	\$200	\$200
Health OpEx	\$128,400	\$139,728	\$159,498	\$159,498	\$151,683	\$164,466	\$164,466
580010 Office Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Health Equip	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520440 Landfill Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570490 Waste Collection Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Health SepAp	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Health	\$171,498	\$185,389	\$205,958	\$206,858	\$177,893	\$213,162	\$213,162

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department: Building Inspector/Board of Health

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Patricia Sheehan	DH 4							E			\$1,742.35	52.00	\$90,602.20	\$90,602.20
Michele Bowers	A 3							E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50
Kerry Stockwell	A 3							E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50
													\$91,767.00	
													Building Inspector	\$45,883.50
													Board of Health	\$45,883.50
Christopher Lund	PT 3							E	\$30.75	37.50	\$1,153.13	52.00	\$59,962.50	\$59,962.50
Joseph Reilly	PT 2							E	\$29.15	37.50	\$1,093.13	52.00	\$56,842.50	\$56,842.50
													\$116,805.00	
P-T Asst Bldg Insp	PT 3							E	\$30.75	18.50	\$568.88	52.00	\$29,581.50	\$29,581.50

Longevity Payments

Name	Amount		
Patricia Sheehan	\$300	Building Inspector	\$463
Michele Bauwens	\$200	Board of Health	\$163
Kerry Stockwell	\$125		
	\$625		\$625.00

Town Manager						
E	\$30.75	7.50	\$230.63	52.00	\$11,992.50	\$11,992.50

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Health

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone		\$600	\$600
		Telephone service plus cell ph	\$600	\$600
Health OpEx				
520080	R & M - Equipment		\$100	\$100
		To repair office equipment	\$100	\$100
Health OpEx				
520100	Advertising & Binding		\$100	\$100
		To publish notice of regualtor	\$100	\$100
Health OpEx				
520130	Professional Services		\$159,366	\$159,366
		Landfill engineering consultant	\$2,500	\$2,500
Health OpEx		Regionalized health director	\$151,366	\$151,366
		Beaver Management, Special Waste Disposal	\$5,000	\$5,000
		Title V Consulting - Now part of Worcester contract	\$0	\$0
		Constable Services	\$500	\$500
540150	Print Postage Stationary		\$1,000	\$1,000
		To print notice of program changes.	\$1,000	\$1,000
Health OpEx				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540170	Medical & Dental		\$2,000	\$2,000
		Supplies and syringes for clinics, cost to dispose of used syringes	\$2,000	\$2,000
Health OpEx				
540220	Office Supplies		\$400	\$400
		General Office Supplies	\$400	\$400
Health OpEx				
540240	Small Tools & Misc Equip		\$500	\$500
		To purchase supplies for the stream sampling program and lake monitoring, environmental monitoring	\$500	\$500
Health OpEx				
570020	Dues & Memberships		\$200	\$200
		Memberships in MHOA, MEHA, and MAHB	\$200	\$200
Health OpEx				
570030	Travel		\$200	\$200
		For professional meetings, trainings, and conferences.	\$200	\$200
Health OpEx				
			\$164,466	\$164,466
			\$0	\$0
			\$0	\$0
Health			\$164,466	\$164,466

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Council on Aging

0541

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$76,988	\$81,018	\$80,709	\$82,324	\$45,420	\$82,008	\$82,008
510080 Sick Leave Plan II	\$0	\$1,546	\$0	\$0	\$1,577	\$0	\$0
510100 Longevity	\$250	\$300	\$300	\$300	\$300	\$300	\$300
Council on Aging PEA	\$77,238	\$82,864	\$81,009	\$82,624	\$47,297	\$82,308	\$82,308
510010 S & W - Full Time	\$40,751	\$43,175	\$45,160	\$46,060	\$25,410	\$45,884	\$45,884
510020 S & W - Part Time	\$17,118	\$17,913	\$19,469	\$19,469	\$11,034	\$36,752	\$36,752
510030 S & W - Temporary	\$8,724	\$0	\$0	\$395	\$0	\$0	\$0
510080 Sick Leave Plan II	\$610	\$662	\$0	\$0	\$706	\$0	\$0
510100 Longevity	\$250	\$250	\$300	\$300	\$300	\$300	\$300
Council on Aging S&C	\$67,452	\$62,001	\$64,928	\$66,223	\$37,450	\$82,936	\$82,936
510020 S & W - Part Time	\$57,138	\$58,863	\$59,003	\$60,479	\$30,750	\$70,797	\$63,513
Council on Aging Other	\$57,138	\$58,863	\$59,003	\$60,479	\$30,750	\$70,797	\$63,513
520040 Utility - Telephone	\$2,292	\$2,079	\$2,600	\$2,600	\$927	\$2,600	\$2,600
520080 R & M - Equipment	\$140	\$167	\$0	\$0	\$0	\$0	\$0
520100 Advertising & Binding	\$268	\$0	\$400	\$400	\$0	\$400	\$400
520110 Hospital & Medical	\$750	\$480	\$600	\$600	\$0	\$600	\$600
520220 Services-Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540010 Automotive	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$991	\$1,885	\$3,200	\$3,200	\$1,073	\$7,000	\$4,500
540150 Print Postage Stationary	\$0	\$1,520	\$12,000	\$12,000	\$3,355	\$15,000	\$15,000
540220 Office Supplies	\$1,981	\$1,822	\$2,000	\$2,000	\$56	\$4,000	\$2,000
570010 Car Allowance/Mileage	\$6,088	\$5,468	\$5,000	\$5,000	\$3,011	\$5,500	\$5,500
570020 Dues & Memberships	\$113	\$1,139	\$2,230	\$2,230	\$1,186	\$2,230	\$2,230
570030 Travel	\$1,253	\$1,513	\$1,000	\$1,000	\$1,455	\$3,000	\$2,000
Council on Aging OpEx	\$13,876	\$16,073	\$29,030	\$29,030	\$11,062	\$40,330	\$34,830

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
Council on Aging	\$215,704	\$219,802	\$233,970	\$238,356	\$126,559	\$276,371	\$263,587

**Employee Roster
Fiscal Year 2018
REQUESTED**

Department: Council on Aging

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Sharon Yager	DH-3							E		37.50	\$1,577.08	52.00	\$82,008.16	\$82,008.16
Cynthia Willis	A-3							E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50
Walter Rice	A-2							E	\$21.14	18.00	\$380.52	52.00	\$19,787.04	\$19,787.04
New Position	A-2	A	\$17.73	18.00	26.00	\$319.14	\$8,297.64	B	\$18.52	18.00	\$333.36	26.00	\$8,667.36	\$16,965.00
												FTE's	2.48	\$36,752.04
Van Drivers:														
Babin, Patricia	M-5			8.50					\$14.97	8.50	\$127.25	52.00		\$6,616.74
Dumas, Robert	M-5			17.00					\$17.17	17.00	\$291.89	52.00		\$15,178.28
Flucry, Donald	M-5			17.00					\$14.97	17.00	\$254.49	52.00		\$13,233.48
Horne, Robert	M-5			17.00					\$14.97	17.00	\$254.49	52.00		\$13,233.48
Koziara, Philip	M-5			17.00					\$14.97	17.00	\$254.49	52.00		\$13,233.48
Person, Mary Jane	M-5			8.50					\$14.97	8.50	\$127.25	52.00		\$6,616.74
Vickstrom, Russell	M-5			*					\$12.91					
Van Driver Fill-In Only:			<i>Total Van Hours Per Week:</i>	85.00										
Messier, Donna	M-5			**										
Meals on Wheels:			<i>Typically do 1 paid route/wk:</i>											
Buckley, Alan	M-3			2.00				3rd year	\$12.91	2.00	\$25.82	52.00		\$1,342.64
Gale, Ellen "Terry"	M-3			2.00				3rd year	\$12.91	2.00	\$25.82	52.00		\$1,342.64
MOW Driver Fill-In Only:														
Latino, Shirley	M-3			**										
Longevity Payments									Total FTE's	4.85		FTE's	2.37	\$70,797.48
Name	Amount													
Sharon Yager	\$300													
Cynthia Willis	\$300													
Total Longevity:	\$600													
Formula Grant Employees														
Stacey Lavelly	A-2							D	\$20.23	18.00	\$364.14	52.20	\$19,008.11	\$13,104.00
Donna Messier	A-1							D	\$18.17	18.00	\$327.06	52.20	\$17,072.53	\$13,105.00
Miranda Watson	A-1							D	\$18.17	18.00	\$327.06	52.20	\$17,072.53	\$13,106.00

*Typically only drives COA98

** Left blank as they do not drive on a weekly basis

**Employee Roster
Fiscal Year 2018
RECOMMENDED**

Department: Council on Aging

Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total
Sharon Yager	DH-3							E		37.50	\$1,577.08	52.00	\$82,008.16	\$82,008.16
Cynthia Willis	A-3							E	\$23.53	37.50	\$882.38	52.00	\$45,883.50	\$45,883.50
Walter Rice	A-2							E	\$21.14	18.00	\$380.52	52.00	\$19,787.04	\$19,787.04
New Position	A-2	A	\$17.73	18.00	26.00	\$319.14	\$8,297.64	B	\$18.52	18.00	\$333.36	26.00	\$8,667.36	\$16,965.00
												FTE's	2.48	\$36,752.04
Van Drivers:														
Babin, Patricia	M-3			8.50					\$12.91	8.50	\$109.74	52.00		\$5,706.22
Dumas, Robert	M-5			17.00					\$17.17	17.00	\$291.89	52.00		\$15,178.28
Fluery, Donald	M-3			17.00					\$12.91	17.00	\$219.47	52.00		\$11,412.44
Home, Robert	M-3			17.00					\$12.91	17.00	\$219.47	52.00		\$11,412.44
Koziara, Philip	M-3			17.00					\$12.91	17.00	\$219.47	52.00		\$11,412.44
Person, Mary Jane	M-3			8.50					\$12.91	8.50	\$109.74	52.00		\$5,706.22
Vickstrom, Russell	M-3			*					\$12.91					
Van Driver Fill-In Only:			<i>Total Van Hours Per Week:</i>	85.00										
Messier, Donna	M-5			**										
Meals on Wheels:			<i>Typically do 1 paid route/wk:</i>											
Buckley, Alan	M-3			2.00				3rd year	\$12.91	2.00	\$25.82	52.00		\$1,342.64
Gale, Ellen "Terry"	M-3			2.00				3rd year	\$12.91	2.00	\$25.82	52.00		\$1,342.64
MOW Driver Fill-In Only:														
Latino, Shirley	M-3			**										
Longevity Payments														
										Total FTE's	4.85	FTE's	2.37	\$63,513.32
Name	Amount													
Sharon Yager	\$300													
Cynthia Willis	\$300													
Total Longevity:	\$600													
Formula Grant Employees														
Stacey Lavelly	A-2							D	\$20.23	18.00	\$364.14	52.20	\$19,008.11	\$13,104.00
Donna Messier	A-1							D	\$18.17	18.00	\$327.06	52.20	\$17,072.53	\$13,105.00
Miranda Watson	A-1							D	\$18.17	18.00	\$327.06	52.20	\$17,072.53	\$13,106.00

*Typically only drives COA98

** Left blank as they do not drive on a weekly basis

<u>Budget Item</u>	<u>FY16 Actual</u>	<u>FY17 Actual</u>	<u>FY18</u>	<u>Explanation of Increase/Change:</u>
	<u>Budget:</u> (July 2015- June 2016)	<u>Budget</u> (July 2016- June 2017)	<u>Proposed</u> <u>by COA</u> (July 2017- June 2018)	
Salaries 1-2-3				
Salaries 1 (SMY)	\$79,430.00	\$80,709.03	\$82,008.16	
Longevity	\$300.00	\$300.00	\$300.00	
Total Salaries 1	\$79,730.00	\$81,009.03	\$82,308.16	
Salaries 2 (CMW)	\$39,929.00	\$45,159.53	\$45,883.50	
Longevity (CMW)	\$250.00	\$300.00	\$300.00	
Outreach Coord.	\$18,336.00	\$19,468.51	\$19,787.04	
Reinstate Assistant Position			\$16,965.00	<i>Reinstate part-time Assistant position</i>
Total Salaries 2	\$58,515.00	\$64,928.04	\$82,935.54	
Salaries 3				
Van Drivers	\$58,894.76	\$56,359.30	\$68,112.20	<i>Revert back to MS Kate for van drivers. If 3rd van is secured from RTA, this number would increase by \$32,216.40 at that rate, for a total of \$111,649.20.</i>
MOW Drivers	\$1,300.00	\$2,643.40	\$2,685.28	Avg 2 paid shifts per week
Total Salaries 3	\$60,194.76	\$59,002.70	\$70,797.48	
		<i>Total Salaries 1-2-3</i>	\$236,041.18	
4-5-6: Operating Exp.				
4- Services				
Telephone	\$2,600.00	\$2,600.00	\$2,600.00	<i>May increase if new phone module from IT consultation is put under COA vs IT budget</i>
Equipment	\$0.00	\$0.00	\$0.00	
Advertising	\$400.00	\$400.00	\$400.00	
Medical	\$600.00	\$600.00	\$600.00	<i>This figure would be \$900 if 3 new drivers would need to be hired if 3rd van is obtained from the RTA</i>
Total Services	\$3,600.00	\$3,600.00	\$3,600.00	
5-Goods				
Automotive	\$0.00	\$0.00	\$0.00	<i>Increase reflects increases based on IT upgrades and includes \$2500 for Strategic Planning based on 12/14 Budget discussion</i>
Books/Subscript.	\$3,200.00	\$3,200.00	\$7,000.00	

Printing	\$7,200.00	\$12,000.00	\$15,000.00	<i>To cover additional Newsletters being mailed</i>
Office Supplies	\$2,000.00	\$2,000.00	\$4,000.00	<i>To consolidate Office Supply budget and remove from Formula Allocation (half of Office Supply budget historically has come out of Formula)</i>
Total Goods	\$12,400.00	\$17,200.00	\$26,000.00	
<i>6-Services</i>				
Car Allowance/Mileage	\$5,000.00	\$5,000.00	\$5,500.00	<i>that may occur, may increase if MOW Stipend is determined to be inadequate</i>
Dues & Memberships	\$1,500.00	\$2,230.00	\$2,230.00	<i>Reflects \$730 Accreditation Fee in 2017</i>
In-State Travel	\$500.00	\$1,000.00	\$3,000.00	<i>To allow more COA Board participation in outside meetings</i>
Total Services	\$7,000.00	\$8,230.00	\$10,730.00	
Total 1-2-3	\$198,439.76	\$204,939.77	\$ 236,041.18	
Total 4-5-6	\$23,000.00	\$29,030.00	\$40,330.00	
<u>TOTAL BUDGET:</u>	<u>\$221,439.76</u>	<u>\$233,969.77</u>	<u>\$276,371.18</u>	

Submitted to TM 12/30/16

FY 17 Formula Breakdown:	\$65,880.00
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Volunteer Coordinator:	\$18,120.96
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Office Support Coordinator:	\$16,277.04
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Office Support Coordinator:	\$16,277.04
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Total Salaries:	\$50,675.04
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Other Expenses:	\$15,204.96
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Volunteer Recognition:	\$3,500.00
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Conferences:	\$2,400.00
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Newsletter Printing:	\$2,400.00
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Route Match Software Lease:	\$5,000.00
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Office Supplies/Equipment:	\$1,904.96
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**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Council on Aging

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone	\$2,600	\$2,600
	Telephone	\$2,600	\$2,600
Council on Aging OpEx			
520100	Advertising & Binding	\$400	\$400
	ADVERTISING AND BINDING	\$400	\$400
Council on Aging OpEx			
520110	Hospital & Medical	\$600	\$600
	Hospital & Medical	\$600	\$600
Council on Aging OpEx			
540140	Books Periodicals Subs	\$7,000	\$4,500
	Books, Periodicals and Subscriptions	\$7,000	\$7,000
	Budget Adjustment	\$0	\$(2,500)
Council on Aging OpEx			
540150	Print Postage Stationary	\$15,000	\$15,000
	This line item cover "Senior Edition" Newsletter printing	\$15,000	\$15,000
Council on Aging OpEx			
540220	Office Supplies	\$4,000	\$2,000
	Office Supplies	\$4,000	\$2,000
Council on Aging OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570010	Car Allowance/Mileage		\$5,500	\$5,500
		Car Allowance & Mileage	\$5,500	\$5,500
Council on Aging OpEx				
570020	Dues & Memberships		\$2,230	\$2,230
		Accreditation fee, dues and memberships	\$2,230	\$2,230
Council on Aging OpEx				
570030	Travel		\$3,000	\$2,000
		In State Travel	\$3,000	\$2,000
Council on Aging OpEx				
			\$40,330	\$34,830
Council on Aging			\$40,330	\$34,830

**TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget**

Veterans Benefits

0543

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Veterans Benefits PEA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510010 S & W - Full Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Veterans Benefits S&C	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520040 Utility - Telephone	\$68	\$48	\$200	\$200	\$12	\$200	\$200
520080 R & M - Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520570 Regional Veterans Assessment	\$22,995	\$35,500	\$42,000	\$42,000	\$19,389	\$49,000	\$49,000
540140 Books Periodicals Subs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540220 Office Supplies	\$0	\$0	\$200	\$200	\$0	\$200	\$200
570010 Car Allowance/Mileage	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570020 Dues & Memberships	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570030 Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570080 Inspection Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570130 Veterans Benefits	\$132,379	\$107,986	\$190,005	\$190,005	\$69,310	\$190,005	\$192,000
Veterans Benefits OpEx	\$155,442	\$143,534	\$232,405	\$232,405	\$88,711	\$239,405	\$241,400
Veterans Benefits	\$155,442	\$143,534	\$232,405	\$232,405	\$88,711	\$239,405	\$241,400

This budget is subject to additional review after the new Veterans Director/Agent assumes the position in February.

Summary of Veterans Benefits Paid
Fiscal Year 2016 and Fiscal Year 2017 (To Date)

FY 2016	July	\$10,541.98	
	August	\$11,564.12	
	September	\$9,872.89	
	October	\$8,516.98	
	November	\$9,748.48	
	December	\$9,508.23	
	January	\$5,618.98	
	February	\$5,515.28	
	March	\$9,774.01	
	April	\$8,485.81	
	May	\$9,007.38	
	June	\$9,831.95	\$107,986.09
FY 2017	July	\$7,778.33	
	August	\$11,907.51	
	September	\$8,884.00	
	October	\$7,977.89	
	November	\$8,265.12	
	December	\$10,723.61	
	January	\$13,773.17	\$69,309.63
	Ave Last (6) Months		\$10,255.22
	Ave Last (12) Months		\$9,327.01
	Ave Last (18) Months		\$9,264.10
	Say		\$16,000.00
	Annual		\$192,000.00

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Veterans Benefits

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520040	Utility - Telephone		\$200	\$200
Veterans Benefits OpEx				
520570	Regional Veterans Assessment		\$49,000	\$49,000
		Assessment FY 2018 (Subject to Change) Paid Quarterly - Increase of staffing needed - Shrewsbury portion is additional 6,049.36. IPAD trial being conducted for home visits. Purchase may be necessary for additional staffing.	\$49,000	\$49,000
Veterans Benefits OpEx				
540220	Office Supplies		\$200	\$200
Veterans Benefits OpEx				
570130	Veterans Benefits		\$190,005	\$192,000
		Veterans benefits paid per statute. - Subject to change depending on clients.	\$0	\$192,000
Veterans Benefits OpEx				
		Payment to Veterans living at Veterans Inc. for 15 Veterans @ \$467/month - 100% Reimbursement	\$0	\$0
		Payment to Veterans Inc. for 15 Veterans @ \$200/month - 100% Reimbursement	\$0	\$0
			\$239,405	\$241,400
Veterans Benefits			\$239,405	\$241,400

**TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget**

Commission on Disabilities

0549

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
520000 Purchase of Services	\$0	\$301	\$500	\$500	\$358	\$500	\$500
540000 Supplies	\$0	\$0	\$0	\$0	\$5	\$0	\$0
570000 Other Charges & Expend	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570010 Car Allowance/Mileage	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570030 Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Disability OpEx	\$0	\$301	\$500	\$500	\$363	\$500	\$500
Commission on Disabilities	\$0	\$301	\$500	\$500	\$363	\$500	\$500

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Library

0610

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$96,163	\$98,462	\$98,086	\$100,048	\$55,199	\$99,664	\$99,664
510080 Sick Leave Plan II	\$1,105	\$1,127	\$0	\$0	\$1,917	\$0	\$0
510100 Longevity	\$125	\$200	\$200	\$200	\$200	\$200	\$200
Library PEA	\$97,393	\$99,789	\$98,286	\$100,248	\$57,315	\$99,864	\$99,864
510010 S & W - Full Time	\$538,681	\$544,364	\$561,502	\$572,727	\$312,505	\$624,947	\$624,947
510020 S & W - Part Time	\$211,512	\$228,974	\$231,740	\$236,271	\$136,566	\$248,430	\$217,848
510030 S & W - Temporary	\$102	\$599	\$0	\$0	\$4,370	\$11,578	\$7,718
510080 Sick Leave Plan II	\$2,853	\$1,925	\$0	\$0	\$2,715	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$1,850	\$1,275	\$1,475	\$1,475	\$1,475	\$1,600	\$1,600
510240 Standby Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Library S&C	\$754,997	\$777,138	\$794,718	\$810,473	\$457,632	\$886,555	\$852,114
510010 S & W - Full Time	\$1,289	\$1,300	\$0	\$0	\$0	\$0	\$0
510020 S & W - Part Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510030 S & W - Temporary	\$18,406	\$19,761	\$28,000	\$29,425	\$14,376	\$38,766	\$28,000
510080 Sick Leave Plan II	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$0	\$200	\$0	\$0	\$0	\$0	\$0
510110 Work Incentive Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Library Other	\$19,694	\$21,261	\$28,000	\$29,425	\$14,376	\$38,766	\$28,000
520010 Utility - Electricity	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520040 Utility - Telephone	\$3,944	\$6,559	\$6,000	\$6,000	\$1,169	\$6,000	\$6,000
520060 Utility - Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520070 Utility - Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520080 R & M - Equipment	\$10,428	\$5,925	\$13,982	\$18,482	\$1,119	\$33,172	\$33,172

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
520090 R & M - Building	\$0	\$141	\$0	\$0	\$0	\$0	\$0
520100 Advertising & Binding	\$303	\$341	\$500	\$500	\$0	\$500	\$500
520130 Professional Services	\$41,033	\$41,149	\$45,000	\$45,000	\$46,966	\$50,380	\$50,380
520140 Rental of Equipment	\$0	\$821	\$500	\$500	\$0	\$500	\$500
520220 Services-Not Classified	\$45	\$240	\$0	\$0	\$0	\$0	\$0
540010 Automotive	\$287	\$315	\$500	\$500	\$556	\$500	\$500
540030 Building	\$0	\$17	\$0	\$0	\$0	\$0	\$0
540120 Clothing & Uniforms	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540140 Books Periodicals Subs	\$155,710	\$145,373	\$144,000	\$173,445	\$89,583	\$152,912	\$149,000
540150 Print Postage Stationary	\$16,782	\$18,207	\$19,000	\$19,358	\$13,822	\$20,000	\$30,000
540190 Custodial Supplies	\$2,096	\$1,754	\$5,000	\$5,304	\$3,818	\$8,800	\$8,800
540200 Educational Supplies	\$1,062	\$1,146	\$1,200	\$1,200	\$45	\$1,300	\$1,300
540220 Office Supplies	\$3,189	\$6,927	\$3,500	\$3,500	\$2,818	\$7,395	\$7,395
540230 Supplies - Not Classified	\$1,365	\$311	\$0	\$0	\$7	\$0	\$0
540270 Library Supplies	\$12,813	\$11,911	\$13,000	\$13,000	\$3,953	\$13,000	\$13,000
570010 Car Allowance/Mileage	\$316	\$506	\$2,000	\$2,000	\$63	\$2,000	\$2,000
570020 Dues & Memberships	\$985	\$1,153	\$1,800	\$1,800	\$137	\$1,900	\$1,900
570030 Travel	\$217	\$79	\$0	\$0	\$0	\$0	\$0
570040 Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570180 Other - Not Classified	\$598	\$977	\$2,200	\$2,200	\$0	\$2,300	\$2,300
Library OpEx	\$251,173	\$243,851	\$258,182	\$292,790	\$164,056	\$300,659	\$306,747
580010 Office Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580020 Computer Equipment	\$8,942	\$0	\$0	\$166	\$166	\$0	\$0
580070 Electrical & Mechanical	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580120 Equip - Not Classified	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Library Equip	\$8,942	\$0	\$0	\$166	\$166	\$0	\$0
Library	\$1,132,200	\$1,142,039	\$1,179,186	\$1,233,102	\$693,545	\$1,325,844	\$1,286,725

**Employee Roster
Fiscal Year 2018**

Department:			LIBRARY 2018 - Request										Next								
			For Employees Still in Steps																		
Name			Grade	Step	Hourly Rate	Hours	Wks	Qty	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Wks	Qty	Weekly Rate	Sub-Total	Total			
Dolan, Ellen	80911	Capped	DH05								E	\$ 51.11	37.5	52.00	1950.00	\$ 1,916.62	\$ 99,664.24	\$ 99,664.24			
01061002-510010																	Sub-Total		\$ 99,664.24		
Alger, Deb	22986	Capped	A-3								E	\$ 23.53	37.5	52	1950.00	\$ 882.38	\$ 45,883.50	\$ 45,883.50			
Barbour, Dan	6301	Capped	PT-1								E	\$ 27.63	37.5	52	1950.00	\$ 1,036.13	\$ 53,878.50	\$ 53,878.50			
Barry, Mark	28815	7/1	A-3								E	\$ 23.53	37.5	52	1950.00	\$ 882.38	\$ 45,883.50	\$ 45,883.50			
Evans, Walker	40339	11/27	PT-1	D	\$ 26.44	37.5	21.2	795.00	\$ 991.50	\$ 21,019.80	E	\$ 27.63	37.5	30.80	1155.00	\$ 1,036.13	\$ 31,912.65	\$ 52,932.45			
Haglund, Pat	43023	Capped	PT-2								E	\$ 29.15	37.5	52	1950.00	\$ 1,093.13	\$ 56,842.50	\$ 56,842.50			
Hayes-Pandey, Heidi	6799	6/28	A-3	C	\$ 21.55	37.5	51.8	1942.50	\$ 808.13	\$ 41,860.88	D	\$ 22.51	37.5	0.20	7.50	\$ 168.83	\$ 33.77	\$ 42,029.70			
Martin, Sharon	44361	Capped	PT-2								E	\$ 29.15	37.5	52	1950.00	\$ 1,093.13	\$ 56,842.50	\$ 56,842.50			
Mayo, Deb	88041	Capped	A-3								E	\$ 23.53	37.5	52	1950.00	\$ 882.38	\$ 45,883.50	\$ 45,883.50			
Rathnam, HariPriya	54499	2/17	PT-5		\$ 32.75	37.5	32.2	1207.50	\$ 1,228.13	\$ 39,545.63	E	\$ 34.23	37.5	19.80	742.50	\$ 1,283.63	\$ 25,415.78	\$ 64,961.40			
Starkin, Roxanne	44153	Capped	PT-1	D							E	\$ 27.63	37.5	52.00	1950.00	\$ 1,036.13	\$ 53,878.50	\$ 53,878.50			
Wentworth, Melissa	83597	7/1	PT-2								C	\$ 26.69	37.5	52.00	1950.00	\$ 1,000.88	\$ 52,045.50	\$ 52,045.50			
Zeller, Michael	40398	12/2	PT-1								E	\$ 27.63	37.5	52	1950.00	\$ 1,036.13	\$ 53,878.50	\$ 53,878.50			
01061002-510020																	Sub-Total		\$ 624,940.05		
Budge, Charlotte	22672	11/14	A-3	A	\$ 19.73	13	19.6	254.80	\$ 256.49	\$ 5,027.20	B	\$ 20.62	19	32.40	615.60	\$ 391.78	\$ 12,693.67	\$ 17,720.88			
Chen, Shiwen	23576	11/29	A-3	D	\$ 22.51	19	21.6	410.40	\$ 427.69	\$ 9,238.10	E	\$ 23.53	19	30.40	577.60	\$ 447.07	\$ 13,590.93	\$ 22,829.03			
Collins, Noel	1618	4/28	A-3								E	\$ 23.53	19	52	988.00	\$ 447.07	\$ 23,247.64	\$ 23,247.64			
Fallon, Judy	25621		A-2								E	\$ 21.14	4	52	208.00	\$ 84.56	\$ 4,397.12	\$ 4,397.12			
Ganesh, Anjana	43745	8/31	A-3	B	\$ 20.61	15	9.6	144.00	\$ 309.15	\$ 2,967.84	C	\$ 21.55	15	42.40	636.00	\$ 323.25	\$ 13,705.80	\$ 16,673.64			
Gunther, Nancy	43289	7/8	A2-2	C	\$ 19.36	7.5	1	7.50	\$ 145.20	\$ 145.20	D	\$ 20.23	7.5	51.00	382.50	\$ 151.73	\$ 7,737.98	\$ 7,883.18			
Gangarajo, Vijaya	2524	7/1	A-2								D	\$ 20.23	4	52	208.00	\$ 80.92	\$ 4,207.84	\$ 4,207.84			
Karas, Diana	80004	2/19	A-2	B	\$ 18.52	8	33.20	265.60	\$ 148.16	\$ 4,918.91	C	\$ 19.36	8	18.80	150.40	\$ 154.88	\$ 2,911.74	\$ 7,830.66			
Mustard, Sharma	83872		A-3								E	\$ 23.53	19	52	988.00	\$ 447.07	\$ 23,247.64	\$ 23,247.64			
Ryan, Mary Clare	84856	6/5	A-3	D	\$ 22.51	19	49	931.00	\$ 427.69	\$ 20,956.81	E	\$ 23.53	19	3.00	57.00	\$ 447.07	\$ 1,341.21	\$ 22,298.02			
Starkin, Carly	3677	10/24	A-2	B	\$ 18.52	4	16	64.00	\$ 74.08	\$ 1,185.28	C	\$ 19.36	4	36.00	144.00	\$ 77.44	\$ 2,787.84	\$ 3,973.12			
Singh, Rashmi	5119	7/21	A-3	B	\$ 20.62	19	3	57.00	\$ 391.78	\$ 1,175.34	C	\$ 21.55	19	49.00	931.00	\$ 409.45	\$ 20,063.05	\$ 21,238.39			
Tylock, Cindy	2314	1/6	A-3	D	\$ 22.51	19	27	513.00	\$ 427.69	\$ 11,547.63	E	\$ 23.53	19	25.00	475.00	\$ 447.07	\$ 11,176.75	\$ 22,724.38			
Xue, Yingdan	54115		A-3								E	\$ 23.53	16	52	832.00	\$ 832.00	\$ 19,576.96	\$ 19,576.96			
SUBTOTAL PT																	Sub-Total		\$ 217,848.49		
NEW REQUESTS																					
Children's Assistant			A-3	D	\$ 22.51	6	27	162.00	\$ 135.06	\$ 3,646.62	E	\$ 23.53	6	25.00	150.00	\$ 141.18	\$ 3,529.50	\$ 7,176.12			
ADDITIONAL HOURS																					
PT Reference Librarian			PT-1	A	\$ 23.17	19	26	494.00	\$ 440.23	\$ 11,445.98	B	\$ 24.21	19	26.00	494.00	\$ 459.99	\$ 11,959.74	\$ 23,405.72			
01061002-510030 Seasonal																					
Seasonal Circ Aide			A-2								D	\$ 21.44	20	9	180.00	\$ 428.80	\$ 3,859.20	\$ 3,859.20			
Seasonal Circ Aide			A-2								D	\$ 21.44	20	9	180.00	\$ 428.80	\$ 3,859.20	\$ 3,859.20			
Seasonal Circ Aide			A-2								D	\$ 21.44	20	9	180.00	\$ 428.80	\$ 3,859.20	\$ 3,859.20			
SUBTOTAL NEW PT																			\$ 30,581.84		
TOTAL PT/NEW PT																			\$ 248,430.33		
01061003-510030 Pages																					
												\$ 9.94	75	52.00	3900.00	\$ 745.50	\$ 38,766.00	\$ 38,766.00			
																	Totals Salaries		\$ 1,023,378.22		
																	plus longevity		\$ 1,800.00		
																			\$ 1,025,178.22		

**Employee Roster
Fiscal Year 2018**

Name			Grade	Step	Hourly Rate	Hours	Wks	Qty	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Wks	Qty	Weekly Rate	Sub-Total	Total
Longevity																		
Name			Amount															
FULL TIME																		
Dolan, Ellen			\$ 200.00															
Alger, Deb			\$ 300.00															
Barbour, Dan			\$ 200.00															
Haglund, Pat			\$ 250.00															
Martin, Sharon			\$ 200.00															
Mayo, Deb			\$ 350.00															
Rathnam, Haripriya			\$ 200.00															
PART TIME																		
Mustard, Shama			\$ 100.00															
TOTAL			\$ 1,800.00															

Board of Library Trustees FY2018 Library Budget Request - with changes requested by Town Manager

				FY16 Budget	FY17 Budget	FY2018 Budget Request	Changes Requested by Town Manager	change	percentage change	Notes
PERSONNEL										
	01061001 510010	Director		\$ 96,731	\$ 98,286	\$ 99,664	\$ 99,664			
	01601002 510010	Full Time		\$ 552,095	\$ 561,502	\$ 624,940	\$ 624,940			
	01601002 510020	Part Time		\$ 203,995	\$ 231,541	\$ 217,848	\$ 217,848			
	510100	Longevity		\$ 1,975	\$ 1,675	\$ 1,800	\$ 1,800			Includes all employees
		Seasonal circ aides								
	01601002 510020			\$ 6,238	\$ -	\$ 11,578	\$ 7,718			Provides two summer aides at 19 hours for 9 weeks. Had two summer aides last year, which were included in the FY17 PT budget line #510020. Requested three aides this year.
	01061003 510030	Library Pages		\$ 28,000	\$ 28,000	\$ 38,766	\$ 28,000			Maintains 54 hours per week, instead of request increase to 75 Hours page hours per week. High was 110 hours per week
	01601002 510020	Part Time Children's Library Assistant		\$ -	\$ -	\$ 7,176	\$ -			Does not increase hours of Library Assistant A-3--Children's Assistant from 19 hrs. to 25 hrs. per week
	01601002 510020	Part time Reference Librarian		\$ -	\$ -	\$ 23,406	\$ -			Does not provide part time Reference Librarian at 19 hour per week, to serve evenings and weekends
		Total Salaries		\$889,034	\$921,004	\$1,025,179	\$978,970	\$58,966	6.533%	
SERVICES/ CONTRACTUAL										
	1061004 520040	Telephone		\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000			Includes Centrex services, one traditional line and reimbursement for Director's cell.
	01061004 520080	Repair & Maintenance- Equipment (computer hardware and software)		\$ 10,970	\$ 13,982	\$ 33,172	\$ 33,172			Cost increases due to increased number of public computers and technology equipment. Includes • Bibliotheqa software upgrades/maintenance: \$17,057.95 • -Tixkeeper/Eventkeeper/EKRooms: \$1,700 • -Envisionware: \$2,946.44 plus \$1,358 for the mobile print client = \$4,304.44 • General computer hardware maintenance: \$2,000 • DeepFreeze for public computers \$2,900. • Sitecues accessibility modules for website and public stations = \$2,000 • \$3,210 For Fortigate renewal- for public Wi-Fi • TOTAL -- \$33,172
	01061004 520100	Advertising & Binding		\$ 500	\$ 500	\$ 500	\$ 500			
	01061004 520130	Professional & Technical Services - Library	library services contracts	\$ 42,000	\$ 45,000	\$ 50,380	\$ 50,380			Annual CWMARS membership (\$49,380) & CatExpress and other bibliographic services(\$1,000) Total CWMARS = \$50,380. No longer requesting funds for children's adult and teen programming.
	1061004 520140	Rental of Equipment		\$ 500	\$ 500	\$ 500	\$ 500			
		Total Contractual		\$59,970	\$85,002	\$90,532	\$90,532	\$24,570	40.970%	
SUPPLIES & MATERIALS										
	01061004 540010	Automotive		\$ 500	\$ 500	\$ 500	\$ 500			
		E-Readers			\$ -	\$ -	\$ -			
	01061004 540140	Library Materials		\$ 144,000	\$ 144,000	\$ 152,912	\$ 149,000			Includes funds to expand eBook collection, cover mandatory eBook assessment of \$4,400 and meet Materials Expenditure Requirement. Previous high was \$151,000 in FY2013
	01061004 540150	Print Postage & Stationery		\$ 18,000	\$ 19,000	\$ 20,000	\$ 30,000			Includes \$10,000 increase for copy/print service contract with CBS
	01061004 540190	Custodial Supplies		\$ 5,000	\$ 5,000	\$ 8,800	\$ 8,800			Major increase in use of custodial supplies in larger building, now average \$732 per month
	01061004 540200	Educational Supplies		\$ 1,200	\$ 1,200	\$ 1,300	\$ 1,300			
	01061004 540220	Office Supplies		\$ 3,000	\$ 3,500	\$ 7,395	\$ 7,395			Now purchase all paper for staff function, public copying and public printing, receipts from public use go to general fund
	01061004 540270	Library Supplies		\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000			
		Total Supplies & Materials		\$184,700	\$188,200	\$203,907	\$209,995	\$23,795	12.683%	
OTHER										
	01061004 570010	Mileage		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000			
	01061004 570020	Dues & Memberships		\$ 1,600	\$ 1,800	\$ 1,900	\$ 1,900			
OTHER - NOT CLASSIFIED										
	01061004 57180	Meetings, Workshops & Volunteer Recognition		\$ 2,200	\$ 2,200	\$ 2,300	\$ 2,300			
		Total Other		\$8,800	\$8,000	\$8,200	\$8,200	\$200	3.448%	

EQUIPMENT	01061008 580020	Computer upgrades & replacements		\$ -	\$ -	\$ -					
EQUIPMENT- NOT CLASSIFIED	01061008 580120			\$0	\$0						
		Total Equipment		\$0	\$0	\$0	\$0	\$0	0%		
		GRAND TOTAL		\$1,139,504	\$1,179,186	\$1,325,838	\$1,286,717	\$107,531	9.437%	Increase of \$107,531 or 9%	
										MAR=\$1,161,597	
										MER on MAR = \$153,608	

Line 520080 breakout for FY18

Cost increases due to increased number of public computers and technology equipment.

Includes

- Bibliotheca software upgrades/maintenance: **\$17,057.95**
- -Tixkeeper/Eventkeep/EKRooms: **\$1,700**
- -Envisionware: \$2,946.44 plus \$1,358 for the mobile print client =**\$4,304.44**
- General computer hardware maintenance: **\$2,000**
- DeepFreeze security software and support for all public computers **\$2,900.**
- Sitecues accessibility modules for website and public stations = **\$2,000**
- \$3,210 For Fortigate renewal- Network security and control software, for public Wi-Fi

- ***CURRENT FY TOTAL – \$33,172***

NOTE

- AIE- Aerohive subscription licensing and support renewal \$10,580 in FY2019

MEMO

Date: 12-21-2016
To: Daniel J. Morgado, Town Manager
From: Ellen M. Dolan, Library Director
RE: FY2018 Library Operating Budget Request

I am submitting the FY2018 Budget Request on behalf of the Board of Library Trustees of the Shrewsbury Public Library.

The Library Budget Request, submitted via the MUNIS system, meets the following objectives of the Board of Library Trustees:

1. Realizes the most essential goals of the Library's Strategic Plan of Service 2012-2016 and FY2018 Action Plan Update.
2. Maintains the service schedule of 63 hours per week (and 67 weekly hours from October through May), by providing temporary support staff during summer months and increased weekly Library Page hours.
3. Seeks to maintain the Technology Assistant position A-3 at full time status, to manage the more complex technology systems in the new building.
4. Seeks to expand the Children's Library Assistant A-3 position from 19 to 25 hours per week, to address increasing demands for early literacy programs and general youth services.
5. Seeks to add a part time Reference Librarian PT-1 position for 19 hours per week, to address large increase in usage and meet growing demands for training and general support of technology and information services.
6. Meets the Materials Expenditure, Hours Open and Municipal Appropriation Requirements of the State Aid to Public Libraries/Certification Program. State Certification provides the following benefits:
 - a. Library State Aid (estimated to be approximately \$44,000 in FY2018)
 - b. Continued borrowing and Inter-library Loan privileges for Shrewsbury residents at other libraries of the Commonwealth.
 - c. Continued eligibility for federal and state grant programs.
 - d. Continued eligibility for disbursements of the \$7.9 million grant from the Massachusetts Public Library Construction Program.

Thank you for your consideration of this FY2017 Library Budget Request

Attachment: FY18 Action Plan & FY2018 Salary Schedule

FISCAL YEAR 2018 BUDGET GOALS Shrewsbury Public Library

Approved by Board of library Trustees 09-27-2016

OPERATIONAL GOALS FOR FY2018

State certification and related benefits

- Maintain materials expenditures at certification levels
- Maintain hours at certification levels
- Launch planning process, with goal of developing FY2018 through FY2022 Strategic Plan
 - Create community advisory council to guide selection of appropriate roles
 - Incorporate goals of Town of Shrewsbury Master plan, where appropriate

Technology

- Implement improvements to website to improve usability, with emphasis on accessibility for blind users
- Seek adequate funding for ongoing copy/print services

Collections

- Continue expansion of non-print collection
 - expand online content
 - Continued participation in State eBook Program
 - Request additional \$10,000 for e-book and other online purchasing
- Restore Materials Budget to FY2013 levels

Services and Programs

- Seek alternate funding for community reading project in 2017(goal 5.4 and 6.2)
- Sustain current level of cultural, educational and entertainment programs for children, teens and adults
- Continue to seek alternate funding for English Conversation Circles, Job Seeker's Network , and some teen, child and adult general programming

Personnel

- Continue/begin transitioning some part-time positions to full time positions
 - Expand Children's Assistant/ Administrative Assistant A-2 to 25 hours per week (currently at 19 hours per week)
 - Include Technology Aid /Administrative Assistant A-2 position in FY2018 budget of Library of Town IT department
- Increase Library page hours
- Add part time reference librarian for evenings and weekends (19 hours per week)

Objectives (if included in current Long-Range Plan)	Actions	Time frame	By Whom (optional)	Progress Notes
Goal (from Long-Range Plan 2012-2016)				
STRATEGIC INITIATIVE 1: Provide Resources To Stimulate The Imagination.				
1.4 Continue to expand downloadable eBook collection	<ul style="list-style-type: none"> Expand eBook, E-audio book content Contribute to Mass EBook collections 	During FY18	Assistant Director and Electronic Resources Librarian and Reference Librarian	
1.6 Conduct staff training on the various eBook apps used with our collections	<ul style="list-style-type: none"> Develop at least 4 training modules on the various apps, and implement at staff meetings or other training times 	During FY2018	Assistant Library Director and Reference Librarian	
1.8 Support community partnerships to expand and broaden library programming	<ul style="list-style-type: none"> Identify two outside organizations that offer potential programming partnerships Plan 2 programs with these other organizations 	During FY2108	Assistant Library Director and Library Management Team	
Goal (from Long-Range Plan 2012-2016)				
STRATEGIC INITIATIVE 2: Provide a Welcoming Environment, in physical and virtual spaces				
New Goal: Assist patrons in adjusting to newly renovated and expanded building at Main Street	<ul style="list-style-type: none"> Host four new building tours for the general public, one for each season. Advertise on social media and traditional sites. Develop information brochures and content for library services 	During FY18	Library Director in concert with management and departmental staff	
2.7 Implement website changes to improve usability and accessibility	<ul style="list-style-type: none"> Focus on improving website and public access computers for users with visual impairments. Implement Sitecues on website and appropriate public stations 	During FY18	Reference Library and Electronic Resources Librarian , Under direction of Assistant Director	

	<ul style="list-style-type: none"> • Implement JAWS or similar system on some public computer stations 			
Goal (from Long-Range Plan 2012-2016) STRATEGIC INITIATIVE 3: Create Young Readers: Early Literacy				
3.3 Continue providing welcome packets for new babies and their families	<ul style="list-style-type: none"> • Continue distributing baby bags through local pediatricians' office • Seek alternate funding to sustain distribution at current location and expand to other locations 	During FY2018	Children's department	
3.4 Continue school visits and develop strong ties to educators of young children	<ul style="list-style-type: none"> • Conduct 8 elementary school tours or visits to school classrooms 	During FY2018	Children's Department	
3.11 Expand access to "on demand" story times and book talk programs through online platforms	<ul style="list-style-type: none"> • Investigate and launch "on demand" online video story p[programs via Shrewsbury media connection's VOD, YouTube or other links from library website • Tape additional programs as appropriate 	During FY2018	Children's Department	
New Goal: Offer loanable iPad to children's room visitors	<ul style="list-style-type: none"> • Investigate ways to launch loanable iPad for children's room • Launch collection of at least 4 iPads for in-library use 	During FY2018	Children's department and Electronics Resources Librarian	
New Goal: Conduct Survey on children's programming	<ul style="list-style-type: none"> • Conduct survey to gain information on the types of programs and activities for children that patrons wish to see (i.e. STEAM activities, etc.) • Provide this information to Strategic Planning Team 	During first half of FY2018	Children's Services Staff	
New Goal: Investigate complementary children's and adult programming schedules and themes	<ul style="list-style-type: none"> • Look at ways that we might offer programs for adults with children, so that parents could attend an adult program, while their children attend a children's program • Make recommendations to Library Director 	During first half of FY2018	Children's and Adult Services Staff	

Goal (from Long-Range Plan 2012-2016) STRATEGIC INITIATIVE 4: Provide Services to Help Users Understand How to Find, Evaluate and Use: Information: Encourage Information Literacy				
4.1 Promote library databases	<ul style="list-style-type: none"> Investigate better promotion methods for online databases Launch promotional campaign for at least 5 online databases. 	By end of FY2018	Adult Services Department	
4.4 Conduct technology and traditional skills based programs in the "Learning Lab"	<ul style="list-style-type: none"> Plan 4 technology based programs to implement at new library Plan 4 hands-on traditional skills based programs to implement at new library 	During FY2018	Adult Services Department	
Goal (from Long-Range Plan 2012-2016) STRATEGIC INITIATIVE 5: Provide Services to Satisfy Curiosity and Encourage Lifelong Learning.				
5.2 Use collection development policy to respond to demand for popular materials and formats	<ul style="list-style-type: none"> Develop FY2018 Annual Collection Development Policy Guidelines and communicate to all acquisitions staff 	At start of FY18	Director and Library Management Team	
5.4 Develop programs and services that encourage discovery and learning for all ages.	<ul style="list-style-type: none"> Apply for Big Read or other community wide reading program in 2018 	During FY2018	Big Read - Library Director and Community reading project team (staff and volunteers)	
New Goal: Sustain current level of cultural, educational and entertainment programs for children, teens and adults	<ul style="list-style-type: none"> Seek adequate funding from municipal and Friends of the Library to sustain programming Provide adequate staffing levels to plan and implement programs Conduct wide range of programs for all ages 	During FY2018	Library Director and Programming staff	
New Goal: Provide more hands on learning opportunities for adults	<ul style="list-style-type: none"> Conduct 6 hands on learning activities 	During FY2018	Adult Services Team	

Goal (from Long-Range Plan 2012-2016)

STRATEGIC INITIATIVE 6: Provide Services to Celebrate Diversity and Develop Cultural Awareness.

6.4 Co-sponsor program with other cultural or ethnic organizations	<ul style="list-style-type: none"> Conduct 4 multi-cultural programs per year, partnering with outside groups and associations 	During FY2108	Assistant Library Director and Programming staff	
New Goals				
Continue employee evaluation and goal setting system	<ul style="list-style-type: none"> Conduct evaluation and goal setting process with all employees 	During FY2018	Library Director and management team	
Conduct new planning process, to develop Long Range plan to start in FY19	<ul style="list-style-type: none"> Review planning process model options Seek funding from Library Trust Funds Convene planning committee of town representatives, staff, trustees Begin planning process once moved to new building 	During FY18	Library Director and Board of Library Trustees	

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Parks & Recreation

0650

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510010 S & W - Full Time	\$70,036	\$71,744	\$71,317	\$72,743	\$40,144	\$72,482	\$72,482
510020 S & W - Part Time	\$600	\$600	\$600	\$600	\$300	\$600	\$600
510080 Sick Leave Plan II	\$670	\$854	\$0	\$0	\$1,742	\$0	\$0
510100 Longevity	\$200	\$200	\$250	\$250	\$250	\$250	\$250
Parks & Recreation PEA	\$71,506	\$73,398	\$72,167	\$73,593	\$42,436	\$73,332	\$73,332
510010 S & W - Full Time	\$3,626	\$3,460	\$3,461	\$3,536	\$3,529	\$3,392	\$3,530
510090 Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510100 Longevity	\$300	\$300	\$300	\$300	\$300	\$300	\$300
Parks & Recreation S&C	\$3,926	\$3,760	\$3,761	\$3,836	\$3,829	\$3,692	\$3,830
510010 S & W - Full Time	\$110,074	\$110,552	\$124,154	\$124,770	\$60,716	\$124,534	\$126,177
510030 S & W - Temporary	\$34,951	\$30,144	\$32,809	\$32,809	\$25,914	\$45,509	\$45,509
510080 Sick Leave Plan II	\$2,081	\$1,742	\$0	\$0	\$1,896	\$0	\$0
510090 Overtime	\$5,129	\$5,138	\$5,000	\$5,000	\$4,490	\$5,500	\$5,500
510100 Longevity	\$650	\$200	\$200	\$200	\$200	\$250	\$250
510110 Work Incentive Program	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510610 Base Salary Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Recreation Other	\$152,885	\$147,776	\$162,163	\$162,779	\$93,216	\$175,793	\$177,436
520010 Utility - Electricity	\$3,483	\$3,259	\$4,000	\$4,000	\$2,675	\$4,000	\$4,000
520020 Utility - Natural Gas	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520030 Utility - Heating Oil	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520040 Utility - Telephone	\$1,823	\$1,568	\$2,700	\$2,700	\$815	\$2,700	\$2,700
520060 Utility - Water	\$463	\$481	\$600	\$600	\$387	\$600	\$600
520070 Utility - Sewer	\$70	\$70	\$150	\$150	\$45	\$125	\$125
520080 R & M - Equipment	\$7,542	\$11,390	\$8,000	\$8,000	\$8,391	\$8,000	\$8,000
520090 R & M - Building	\$5,348	\$43	\$3,700	\$3,700	\$308	\$3,700	\$3,700

		<u>ACTUAL</u> <u>2015</u>	<u>ACTUAL</u> <u>2016</u>	<u>ORIGINAL</u> <u>BUDGET</u> <u>2017</u>	<u>REVISED</u> <u>BUDGET</u> <u>2017</u>	<u>EXPENDED</u> <u>TO DATE</u> <u>2017</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2018</u>	<u>TOWN</u> <u>MANAGER</u> <u>RECOMMEND</u> <u>2018</u>
520100	Advertising & Binding	\$910	\$999	\$600	\$600	\$929	\$800	\$800
520130	Professional Services	\$23,701	\$28,559	\$38,000	\$38,000	\$19,033	\$40,000	\$41,155
520140	Rental of Equipment	\$103	\$0	\$625	\$625	\$0	\$625	\$625
520150	R & M - Public Property	\$4,743	\$13,863	\$7,000	\$7,000	\$4,329	\$7,000	\$7,000
520160	Removal Tree Trim, Rubbish	\$18,570	\$17,310	\$15,000	\$15,000	\$10,000	\$15,000	\$15,000
520220	Services-Not Classified	\$136	\$90	\$500	\$500	\$0	\$500	\$500
540010	Automotive	\$9,681	\$1,893	\$5,500	\$5,500	\$90	\$5,500	\$5,500
540030	Building	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540050	Sand, Stone & Gravel	\$485	\$1,594	\$1,000	\$1,000	\$1,138	\$1,000	\$1,000
540070	Asphalt & Bit Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540080	Pipe Fittings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540100	Seed, Loam & Fertilizer	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540120	Clothing & Uniforms	\$1,962	\$1,205	\$2,030	\$2,030	\$594	\$2,000	\$2,000
540140	Books Periodicals Subs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540150	Print Postage Stationary	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540170	Medical & Dental	\$222	\$307	\$200	\$200	\$257	\$500	\$500
540190	Custodial Supplies	\$1,841	\$2,783	\$2,000	\$2,000	\$3,651	\$3,000	\$3,000
540220	Office Supplies	\$463	\$393	\$800	\$800	\$216	\$800	\$800
540230	Supplies - Not Classified	\$5,365	\$3,654	\$4,000	\$4,000	\$3,521	\$4,000	\$4,000
540240	Small Tools & Misc Equip	\$797	\$1,384	\$1,485	\$1,485	\$420	\$1,485	\$1,485
570010	Car Allowance/Mileage	\$3,120	\$3,120	\$3,120	\$3,120	\$1,820	\$3,120	\$3,120
570020	Dues & Memberships	\$480	\$570	\$485	\$485	\$520	\$570	\$570
570030	Travel	\$340	\$518	\$500	\$500	\$450	\$600	\$600
570040	Insurance & Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570080	Inspection Fees	\$515	\$484	\$570	\$570	\$35	\$550	\$550
570180	Other - Not Classified	\$592	\$450	\$770	\$770	\$200	\$700	\$700
Parks & Recreation OpEx		\$92,754	\$95,986	\$103,335	\$103,335	\$59,823	\$106,875	\$108,030
580040	Trucks & Tractors	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580070	Electrical & Mechanical	\$810	\$648	\$1,000	\$1,000	\$0	\$1,000	\$1,000
580120	Equip - Not Classified	\$0	\$0	\$1,788	\$1,788	\$1,787	\$0	\$0
580140	Playground Equipment	\$6,699	\$14,879	\$14,000	\$14,000	\$5,734	\$12,000	\$12,000
580150	Tennis Nets	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
580160 Leaf Blowers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580170 Leaf Vacuum	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580180 Brush Saw	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580190 Irrigation Remote	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580440 Turf Aerifier	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580520 ATM 09 Art 11 Replace Mower	\$0	\$0	\$0	\$0	\$0	\$0	\$0
580530 Trailer	\$0	\$0	\$0	\$0	\$0	\$9,000	\$9,000
580560 Athletic Field Marker	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Recreation Equip	\$7,509	\$15,527	\$16,788	\$16,788	\$7,522	\$22,000	\$22,000
510090 Overtime	\$490	\$3,312	\$3,300	\$3,300	\$1,391	\$3,300	\$3,300
520130 Professional Services	\$9,695	\$4,000	\$11,000	\$11,000	\$800	\$11,000	\$11,000
520450 Custodial Cafe and Police Serv	\$215	\$430	\$500	\$500	\$430	\$500	\$500
571170 High School Fields	\$23,380	\$24,664	\$28,000	\$28,000	\$12,367	\$28,000	\$28,000
571180 Other School Playfields	\$3,291	\$4,609	\$5,000	\$5,000	\$3,299	\$14,000	\$14,000
580220 Fencing	\$4,293	\$4,808	\$15,000	\$15,000	\$4,855	\$10,000	\$10,000
Parks & Recreation SepAp	\$41,364	\$41,823	\$62,800	\$62,800	\$23,142	\$66,800	\$66,800
Parks & Recreation	\$369,943	\$378,270	\$421,014	\$423,132	\$229,967	\$448,491	\$451,427

**Employee Roster
Fiscal Year 2018
REQUESTED/RECOMMENDED**

Department:		Parks & Cemetery Departments													
Name	Grade	Step	Hourly Rate	Hours	Wks	Weekly Rate	Sub-Total	Step	Hourly Rate	Hours	Weekly Rate	Wks	Sub-Total	Total	
CEMETERY															
Angela Snell	DH-4							E		37.50	\$1,742.35	10.40	\$18,120.44	\$18,120.44	
Jean Giles	A-3							E	\$23.53	37.50	\$882.38	10.00	\$8,823.75	\$8,823.75	
Kevin Esposito	PT-3							E	\$30.75	40.00	\$1,230.00	26.00	\$31,980.00	\$31,980.00	
											Cemetery	FTE	0.89	\$58,924.19	
PARKS															
Angela Snell	DH4							E		37.50	\$1,742.35	41.60	\$72,481.76	\$72,481.76	
Park & Cemetery Commissioners (3)														\$600.00	
Jean Giles	A-3							E	\$23.53	37.50	\$882.38	4.00	\$3,529.50	\$3,529.50	
Kevin Esposito	PT-3	D						E	\$30.75	40.00	\$1,230.00	26.00	\$31,980.00	\$31,980.00	
Ryan Pontbriand	W5	C						D	\$23.40	40.00	\$936.00	52.00	\$48,672.00	\$48,672.00	
Willam Martinez	W5	B	\$21.42	40.00	47.00	\$856.80	\$40,269.60	C	\$22.47	40.00	\$898.80	5.00	\$4,494.00	\$44,763.60	
			Value of Step \$895.42											\$125,415.60	
Acting Foreman														\$761.60	
SEASONAL (4)															
	M6								\$14.97	3040.00			\$45,508.80	\$45,508.80	
											Parks	FTE	4.83		
REVOLVING															
Gary Grindle	PT-2	E							\$29.15	40.00	\$1,166.00	52.00	\$60,632.00	\$60,632.00	
Jean Giles	PT-3	E							\$23.53	37.50	\$882.38	38.00	\$33,530.25	\$33,530.25	
Seasonal (1)	M6								\$14.97	760.00			\$11,377.20	\$11,377.20	
Longevity Payments											Revolving	FTE	2.36	\$105,539.45	
Name	Amount	DOH	DEPT												
Angela Snell	\$ 250.00	9/4/2001	Parks												
Gary Grindle	\$ 250.00	4/1/2002	Parks												
Jean Giles	\$ 300.00	9/27/1993	Parks												
	\$ 800.00														
													Total FTE's 8.09		

**Selected Operating Expenses and Equipment Detail
Fiscal Year 2018**

Parks & Recreation

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520010	Utility - Electricity	\$4,000	\$4,000
Parks & Recreation OpEx			
520040	Utility - Telephone	\$2,700	\$2,700
Parks & Recreation OpEx			
520060	Utility - Water	\$600	\$600
Parks & Recreation OpEx			
520070	Utility - Sewer	\$125	\$125
Parks & Recreation OpEx			
520080	R & M - Equipment	\$8,000	\$8,000
Parks & Recreation OpEx			
520090	R & M - Building	\$3,700	\$3,700
	Misc R & M	\$3,700	\$3,700
Parks & Recreation OpEx			

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
520100	Advertising & Binding	\$800	\$800
Parks & Recreation OpEx			
520130	Professional Services	\$40,000	\$41,155
	Funding for contractors for mowing and leaf clean up at various locations.	\$40,000	\$40,000
Parks & Recreation OpEx	Fire Station #3 Mowing	\$0	\$1,155
520140	Rental of Equipment	\$625	\$625
Parks & Recreation OpEx			
520150	R & M - Public Property	\$7,000	\$7,000
Parks & Recreation OpEx			
520160	Removal Tree Trim, Rubbish	\$15,000	\$15,000
Parks & Recreation OpEx			
520220	Services-Not Classified	\$500	\$500
	Misc services for parks	\$500	\$500
Parks & Recreation OpEx			
540010	Automotive	\$5,500	\$5,500
Parks & Recreation OpEx			

<u>Line Item Description</u>	<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
540050	Sand, Stone & Gravel	\$1,000	\$1,000
Parks & Recreation OpEx			
540120	Clothing & Uniforms	\$2,000	\$2,000
	Clothing and boot reimbursement for foreman	\$2,000	\$2,000
Parks & Recreation OpEx	Clothing allowance -Per union contract	\$0	\$0
	Uniforms for seasonal employees	\$0	\$0
540170	Medical & Dental	\$500	\$500
Parks & Recreation OpEx			
540190	Custodial Supplies	\$3,000	\$3,000
Parks & Recreation OpEx			
540220	Office Supplies	\$800	\$800
Parks & Recreation OpEx			
540230	Supplies - Not Classified	\$4,000	\$4,000
Parks & Recreation OpEx			
540240	Small Tools & Misc Equip	\$1,485	\$1,485
Parks & Recreation OpEx			

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
570010	Car Allowance/Mileage		\$3,120	\$3,120
		Car Allowance	\$3,120	\$3,120
Parks & Recreation OpEx				
570020	Dues & Memberships		\$570	\$570
Parks & Recreation OpEx				
570030	Travel		\$600	\$600
Parks & Recreation OpEx				
570080	Inspection Fees		\$550	\$550
		Inspection fees for trucks	\$550	\$550
Parks & Recreation OpEx				
570180	Other - Not Classified		\$700	\$700
		License renewals	\$700	\$700
Parks & Recreation OpEx				
			\$106,875	\$108,030
580070	Electrical & Mechanical		\$1,000	\$1,000
		Routine replacement of mowers/trimmers.	\$1,000	\$1,000
Parks & Recreation Equip				
580140	Playground Equipment		\$12,000	\$12,000
Parks & Recreation Equip				

<u>Line Item Description</u>		<u>Explanation</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>MANAGER RECOMMEND 2018</u>
580530	Trailer		\$9,000	\$9,000
Parks & Recreation Equip			\$22,000	\$22,000
520130	Professional Services		\$11,000	\$11,000
Parks & Recreation SepAp				
520450	Custodial Cafe and Police Serv		\$500	\$500
		Hire police details.	\$500	\$500
Parks & Recreation SepAp				
571170	High School Fields		\$28,000	\$28,000
		Maintenance of High School fields	\$28,000	\$28,000
Parks & Recreation SepAp				
571180	Other School Playfields		\$14,000	\$14,000
		School fields :Irrigation, maintenance	\$14,000	\$14,000
Parks & Recreation SepAp				
580220	Fencing		\$10,000	\$10,000
Parks & Recreation SepAp			\$63,500	\$63,500
Parks & Recreation			\$192,375	\$193,530

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Long Term Debt Principal

0710

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
590010 Elementary School	\$460,000	\$450,000	\$0	\$0	\$0	\$0	\$0
590020 CATV	\$0	\$0	\$0	\$0	\$0	\$0	\$0
590030 Water	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
590050 Light	\$0	\$0	\$0	\$0	\$0	\$0	\$0
590090 Open Space Land Acq	\$155,000	\$150,000	\$150,000	\$150,000	\$0	\$145,000	\$145,000
590100 High School Land Acq	\$120,000	\$120,000	\$115,000	\$115,000	\$0	\$115,000	\$115,000
590110 Senior Center	\$0	\$0	\$0	\$0	\$0	\$0	\$0
590120 Title V Loan	\$15,099	\$15,099	\$15,100	\$15,100	\$15,099	\$15,100	\$15,100
590130 Assabet River Consortium	\$25,882	\$25,552	\$25,229	\$25,229	\$25,229	\$24,847	\$24,847
590140 New High School Construction	\$2,995,000	\$2,960,000	\$2,940,000	\$2,940,000	\$2,940,000	\$2,930,000	\$2,930,000
590160 Open Space Land Acq (2)	\$110,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000
590170 Light Dept Upgrade	\$110,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000
590190 Oak Street Middle Renovation	\$440,000	\$435,000	\$420,000	\$420,000	\$420,000	\$410,000	\$410,000
590200 Parker Road Pre School	\$95,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000
590220 Fire Facilities Project	\$380,000	\$380,000	\$380,000	\$380,000	\$0	\$380,000	\$380,000
590230 Water Systems Improvements	\$125,000	\$125,000	\$125,000	\$125,000	\$0	\$125,000	\$125,000
590240 Sherwood Middle School	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
590250 Land Acq - Credit Union	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
590260 Land Acq - South St (Allen)	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000
590270 Sewer Interceptor	\$39,548	\$38,005	\$38,832	\$38,832	\$38,832	\$39,676	\$39,676
590280 Spring St School	\$65,000	\$65,000	\$65,000	\$65,000	\$71,625	\$65,000	\$65,000
590290 Centech Substation	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
590300 Sewer Intercept Ph 2&3	\$0	\$190,546	\$171,384	\$171,384	\$157,392	\$160,813	\$160,813
590310 Library Building Project	\$0	\$0	\$0	\$0	\$0	\$490,000	\$490,000
590320 Water Treatment Plant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
590330 Beal/Spring HVAC	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
Long Term Debt Principal SepAp	\$6,880,529	\$6,994,203	\$6,485,545	\$6,485,545	\$5,708,177	\$6,940,436	\$6,940,436
Long Term Debt Principal	\$6,880,529	\$6,994,203	\$6,485,545	\$6,485,545	\$5,708,177	\$6,940,436	\$6,940,436

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Long Term Debt Interest

0751

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
590010 Elementary School	\$38,625	\$21,375	\$0	\$0	\$0	\$0	\$0
590020 CATV	\$0	\$0	\$0	\$0	\$0	\$0	\$0
590030 Water	\$10,625	\$9,575	\$8,525	\$8,525	\$4,525	\$7,300	\$7,300
590050 Light	\$0	\$0	\$0	\$0	\$0	\$0	\$0
590090 Open Space Land Acq	\$18,913	\$14,650	\$10,150	\$10,150	\$5,075	\$5,650	\$5,650
590100 High School Land Acq	\$17,375	\$14,075	\$10,475	\$10,475	\$5,238	\$7,025	\$7,025
590110 Senior Center	\$0	\$0	\$0	\$0	\$0	\$0	\$0
590130 Assabet River Consortium	\$1,652	\$1,368	\$1,086	\$1,086	\$1,085	\$802	\$802
590140 New High School Construction	\$1,053,800	\$934,700	\$802,000	\$802,000	\$437,750	\$655,250	\$655,250
590160 Open Space Land Acq (2)	\$27,400	\$23,100	\$18,375	\$18,375	\$10,500	\$13,125	\$13,125
590170 Light Dept Upgrade	\$16,900	\$12,600	\$7,875	\$7,875	\$5,250	\$2,625	\$2,625
590190 Oak Street Middle Renovation	\$58,661	\$49,055	\$44,780	\$44,780	\$23,440	\$40,630	\$40,630
590200 Parker Road Pre School	\$6,034	\$3,925	\$3,075	\$3,075	\$1,750	\$2,225	\$2,225
590220 Fire Facilities Project	\$159,433	\$147,083	\$134,733	\$134,733	\$67,366	\$122,383	\$122,383
590230 Water Systems Improvements	\$16,563	\$12,500	\$8,438	\$8,438	\$4,219	\$4,375	\$4,375
590240 Sherwood Middle School	\$710,000	\$680,000	\$650,000	\$650,000	\$650,000	\$615,000	\$615,000
590250 Land Acq - Credit Union	\$19,750	\$17,650	\$15,550	\$15,550	\$15,550	\$13,100	\$13,100
590260 Land Acq - South St (Allen)	\$169,275	\$157,075	\$144,875	\$144,875	\$75,488	\$132,675	\$132,675
590270 Sewer Interceptor	\$18,363	\$16,873	\$15,768	\$15,768	\$15,768	\$14,992	\$14,992
590280 Spring St School	\$16,769	\$15,200	\$13,250	\$13,250	\$6,625	\$11,300	\$11,300
590290 Centech Substation	\$179,520	\$174,600	\$165,600	\$165,600	\$165,600	\$156,600	\$156,600
590300 Sewer Intercept Ph 2&3	\$4,727	\$84,573	\$79,580	\$79,580	\$79,056	\$69,935	\$69,935
590310 Library Building Project	\$0	\$0	\$0	\$155,794	\$155,794	\$326,044	\$326,044
590320 Water Treatment Plant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
590330 Beal/Spring HVAC	\$0	\$0	\$0	\$0	\$0	\$0	\$140,000
Long Term Debt Interest SepAp	\$2,544,384	\$2,389,977	\$2,134,135	\$2,289,929	\$1,730,078	\$2,201,036	\$2,341,036

1/26/2017

Long Term Debt Interest

An interest only payment may become due in FY 2018 for the Spring/Beal HVAC project (\$3.5 Million Bond)

**TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget**

Short Term Debt Interest

0752

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
590080 Anticipation Interest	\$0	\$30,000	\$359,000	\$359,000	\$359,000	\$150,681	\$150,681
Short Term Debt Interest SepAp	\$0	\$30,000	\$359,000	\$359,000	\$359,000	\$150,681	\$150,681
Short Term Debt Interest	\$0	\$30,000	\$359,000	\$359,000	\$359,000	\$150,681	\$150,681

A temporary (BAN) interest payment may become due in FY 2018 for the Water Treatment Plant Project.

**FIGURE SEVEN
COMBINED DEBT SERVICE SCHEDULE
ADJUSTED FOR OFFSETTING REVENUE**

Issue No.	Date of Issue/Re-Issue	Purpose	Type of Payment	2018	2019	2020	2021	2022	2023
1	6/15/1999 9/3/2009	Land Acquisition #1 \$3,000,000	Principal	\$145,000	\$40,000				
			Interest	\$5,650	\$1,300				
			Total	\$150,650	\$41,300				
2	6/1/1999 9/3/2009	Land Acquisition (HS) \$2,400,000	Principal	\$115,000	\$110,000				
			Interest	\$7,025	\$3,575				
			Total	\$122,025	\$113,575				
3	10/25/2000	Title V Loan Program #1 \$86,947	Principal	\$4,830	\$4,830				
			Interest	\$0	\$0				
			Total	\$4,830	\$4,830				
4	8/15/2001 4/15/2010	High School \$58,900,000	Principal	\$2,930,000	\$2,925,000	\$2,915,000	\$2,905,000	\$2,895,000	
			Interest	\$655,250	\$508,875	\$362,875	\$217,375	\$72,375	
			Total	\$3,585,250	\$3,433,875	\$3,277,875	\$3,122,375	\$2,967,375	
5	8/15/2001 4/15/2010	Land Acquisition #2 \$2,000,000	Principal	\$105,000	\$105,000	\$105,000			
			Interest	\$13,125	\$7,875	\$2,625			
			Total	\$118,125	\$112,875	\$107,625			
6	8/15/2001 4/15/2010	Light Upgrade \$1,760,000	Principal	\$105,000					
			Interest	\$2,625					
			Total	\$107,625					
7	7/26/2001 2/1/2005	Assabet River CWMP #1 \$1,760,000	Principal	\$14,040	\$13,602	\$13,242	\$15,698		
			Interest	\$802	\$518	\$259	\$0		
			Total	\$14,842	\$14,120	\$13,501	\$15,698		
8	8/1/2004	Title V Loan Program #2 \$105,896	Principal	\$5,541	\$5,541	\$5,541	\$5,541	\$5,670	\$5,670
			Interest	\$0	\$0	\$0	\$0	\$0	\$0
			Total	\$5,541	\$5,541	\$5,541	\$5,541	\$5,670	\$5,670
9	11/15/2004 4/12/2013	Oak Middle School \$7,400,000	Principal	\$410,000	\$400,000	\$390,000	\$380,000	\$370,000	\$360,000
			Interest	\$40,630	\$36,580	\$32,143	\$27,235	\$21,990	\$16,245
			Total	\$450,630	\$436,580	\$422,143	\$407,235	\$391,990	\$376,245
10	11/15/2004 4/12/2013	North Shore School \$1,250,000	Principal	\$85,000	\$80,000	\$80,000			
			Interest	\$2,225	\$1,400	\$500			
			Total	\$87,225	\$81,400	\$80,500			
11	10/24/2005	Title V Loan Program #3 \$94,573	Principal	\$4,729	\$4,729	\$4,728	\$4,728	\$4,728	\$4,728
			Interest	\$0	\$0	\$0	\$0	\$0	\$0
			Total	\$4,729	\$4,729	\$4,728	\$4,728	\$4,728	\$4,728
12	12/18/2007 12/10/2009	Assabet River CWMP #2 \$168,653	Principal	\$10,807	\$10,808	\$10,808	\$10,808		
			Interest	\$0	\$0	\$0	\$0		
			Total	\$10,807	\$10,808	\$10,808	\$10,808		
13	2/15/2008	Fire Facilities Project \$6,800,000	Principal	\$380,000	\$380,000	\$380,000	\$375,000	\$375,000	\$375,000
			Interest	\$122,383	\$109,083	\$96,353	\$83,243	\$69,930	\$56,243
			Total	\$502,383	\$489,083	\$476,353	\$458,243	\$444,930	\$431,243
14	2/15/2008	Water Tank - Masonic \$1,250,000	Principal	\$125,000					
			Interest	\$4,375					
			Total	\$129,375					
15	7/14/2011	Sherwood Middle School \$20,000,000	Principal	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
			Interest	\$615,000	\$580,000	\$540,000	\$490,000	\$440,000	\$390,000
			Total	\$1,615,000	\$1,580,000	\$1,540,000	\$1,490,000	\$1,440,000	\$1,390,000
16	7/14/2011	Credit Union Land Purchase \$680,000	Principal	\$70,000	\$65,000	\$65,000	\$65,000	\$65,000	
			Interest	\$13,100	\$10,725	\$8,125	\$4,875	\$1,625	
			Total	\$83,100	\$75,725	\$73,125	\$69,875	\$66,625	
17	11/15/2012	Water System Improvements \$681,000	Principal	\$70,000	\$70,000	\$65,000	\$65,000	\$65,000	\$65,000
			Interest	\$7,300	\$5,900	\$4,550	\$3,250	\$1,950	\$650
			Total	\$77,300	\$75,900	\$69,550	\$68,250	\$66,950	\$65,650
18	11/15/2012	Land Acquisition - South St \$6,100,000	Principal	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000	\$305,000
			Interest	\$132,675	\$123,525	\$117,425	\$111,325	\$105,034	\$98,172
			Total	\$437,675	\$428,525	\$422,425	\$416,325	\$410,034	\$403,172

**FIGURE SEVEN
COMBINED DEBT SERVICE SCHEDULE
ADJUSTED FOR OFFSETTING REVENUE**

Issue No.	Date of Issue/Re-Issue	Purpose	Type of Payment	2018	2019	2020	2021	2022	2023
19	3/29/2013	Sewer Interceptor #1	Principal	\$39,676	\$40,538	\$41,418	\$42,319	\$43,238	\$44,178
			Interest	\$14,991	\$14,198	\$13,387	\$12,558	\$11,712	\$10,847
			Total	\$54,667	\$54,736	\$54,805	\$54,877	\$54,950	\$55,025
20	1/23/2014	Spring Street School	Principal	\$65,000	\$65,000	\$65,000	\$65,000	\$60,000	\$60,000
			Interest	\$11,300	\$8,700	\$7,400	\$6,100	\$4,800	\$3,300
			Total	\$76,300	\$73,700	\$72,400	\$71,100	\$64,800	\$63,300
21	1/23/2014	Light Plant Upgrade - CenTech	Principal	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
			Interest	\$156,600	\$144,600	\$138,600	\$132,600	\$126,600	\$119,100
			Total	\$456,600	\$444,600	\$438,600	\$432,600	\$426,600	\$419,100
22	1/7/2015	Sewer Interceptor #2	Principal	\$160,813	\$164,308	\$167,879	\$171,527	\$175,255	\$179,064
			Interest	\$69,935	\$66,718	\$63,432	\$60,075	\$56,644	\$53,139
			Total	\$230,747	\$231,026	\$231,311	\$231,602	\$231,899	\$232,203
23	7/28/2016	Library Project	Principal	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000
			Interest	\$326,044	\$306,444	\$286,844	\$267,244	\$247,644	\$228,044
			Total	\$816,044	\$796,444	\$776,844	\$757,244	\$737,644	\$718,044
Existing Debt Service									
	Total Principal	Principal		\$6,940,436	\$6,579,356	\$6,403,616	\$6,200,621	\$6,153,891	\$3,188,640
	Total Interest	Interest		\$2,201,034	\$1,930,016	\$1,674,518	\$1,415,879	\$1,160,304	\$975,740
	Total Payment	Total		\$9,141,470	\$8,509,372	\$8,078,133	\$7,616,501	\$7,314,195	\$4,164,380
Existing Debt Service by Funding Source									
	Tax Levy (Within Levy Limit)			\$246,625	\$230,825	\$226,025	\$140,975	\$131,425	\$63,300
	Tax Levy (Exempted)			\$7,797,782	\$7,432,257	\$7,023,265	\$6,651,422	\$6,391,973	\$3,318,704
	Light			\$564,225	\$444,600	\$438,600	\$432,600	\$426,600	\$419,100
	CATV			\$0	\$0	\$0	\$0	\$0	\$0
	Sewer			\$311,063	\$310,690	\$310,425	\$312,985	\$286,849	\$287,228
	Title V			\$15,100	\$15,100	\$10,269	\$10,269	\$10,398	\$10,398
	Water			\$206,675	\$75,900	\$69,550	\$68,250	\$66,950	\$65,650
	Total			\$9,141,470	\$8,509,372	\$8,078,133	\$7,616,501	\$7,314,195	\$4,164,380
	Tax Levy (Exempted)			\$7,797,782	\$7,432,257	\$7,023,265	\$6,651,422	\$6,391,973	\$3,318,704
	SBA Funding (Floral)			\$0	\$0	\$0	\$0	\$0	\$0
	SBA Funding (IIS)			(\$2,764,695)	(\$2,764,695)	(\$2,764,695)	(\$2,764,695)	(\$2,764,695)	(\$2,764,695)
	Bond Reserve Account			\$0	\$0	\$0	\$0	\$0	\$0
	Oak Middle MSBA			(\$40,671)	(\$40,671)	(\$40,671)	(\$40,671)	(\$40,671)	(\$40,671)
	Sherwood Middle Bond Premium			(\$59,280)	(\$55,906)	(\$52,051)	(\$47,231)	(\$42,412)	(\$37,592)
	CenTech North Bond Premium			(\$1,523)	(\$1,429)	(\$1,358)	(\$1,287)	(\$1,215)	(\$1,135)
	Net Tax Levy Exempted			\$4,931,613	\$4,569,556	\$4,164,490	\$3,797,538	\$3,542,980	\$474,611
	Tax Rate Impact*	\$5,434 B		\$0.91	\$0.84	\$0.77	\$0.70	\$0.65	\$0.09
	Average Res Tax Bill (Outside Levy Limit)*	\$411,049		\$373.06	\$345.67	\$315.03	\$287.27	\$268.01	\$35.90

MUNICIPAL PURPOSE LOAN

Town of Shrewsbury, Massachusetts

\$7,555,000 General Obligation Bond Anticipation Notes

Sale Date: 7/21/2016
 Dated Date: 7/29/2016
 Delivery Date: 7/29/2016
 Due Date: 7/28/2017
 Bank Qualification: No



<u>Purpose</u>	<u>Vote Date(s)</u>	<u>Reference</u>	<u>Amount Authorized</u>	<u>Previous Issues</u>	<u>Bonds, Grants, and/or Paydowns</u>	<u>Renewal This Issue</u>	<u>New This Issue</u>	<u>Total This Issue</u>	<u>Balance Unissued</u>	<u>Original Issue Date</u>	<u>Prorata Interest</u>	<u>Prorata Premium</u>
Library Construction	10/21/2013	Ch. 44, s. 7(3) & 7(3A)	\$23,300,000	\$4,055,000	\$16,291,998	\$4,055,000	\$0	\$4,055,000	\$2,953,002	7/30/2015	\$80,874.72	\$52,715.00
School Heating System Replacement	4/13/2016	Ch. 44, s. 7(3) & 7(3A)	\$3,500,000	\$450,000	\$0	\$450,000	\$3,050,000	\$3,500,000	\$0	7/29/2016	\$69,805.56	\$45,500.00
Totals			\$26,800,000	\$4,505,000	\$16,291,998	\$4,505,000	\$3,050,000	\$7,555,000	\$2,953,002		\$150,680.28	\$98,215.00

TOWN OF SHREWSBURY
Fiscal Year 2018
Operating Budget

Operating Support

0159

	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>	<u>ORIGINAL BUDGET 2017</u>	<u>REVISED BUDGET 2017</u>	<u>EXPENDED TO DATE 2017</u>	<u>DEPARTMENT REQUEST 2018</u>	<u>TOWN MANAGER RECOMMEND 2018</u>
510310 Employee Assist Program	\$3,980	\$3,980	\$4,000	\$4,000	\$2,985	\$4,000	\$4,000
510320 FICA Employer Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510330 Grp Health & Life Ins	\$8,110,976	\$8,844,969	\$9,500,000	\$9,500,000	\$4,621,720	\$10,775,000	\$10,775,000
510340 Medicare Employer Match	\$849,275	\$890,783	\$960,000	\$960,000	\$463,207	\$1,050,000	\$1,050,000
510360 Pensions & Annuities - NonCon	\$0	\$0	\$0	\$0	\$0	\$0	\$0
510380 Unemployment Compensation	\$16,121	\$55,302	\$125,000	\$125,000	\$26,690	\$125,000	\$125,000
510390 Worker's Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
520080 R & M - Equipment	\$10,421	\$10,421	\$10,421	\$10,421	\$7,816	\$10,421	\$10,421
520620 Ambulance Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
540020 Oil & Fuel	\$379,965	\$266,033	\$350,000	\$350,000	\$145,618	\$350,000	\$350,000
540150 Print Postage Stationary	\$88,247	\$83,834	\$140,000	\$140,000	\$76,572	\$152,000	\$152,000
570100 WAREP Payment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
570220 Memorial Day	\$4,063	\$3,191	\$5,500	\$5,500	\$0	\$5,500	\$5,500
570230 General Insurance	\$846,113	\$826,232	\$950,000	\$950,000	\$865,883	\$990,000	\$990,000
570290 Bills of Prior Years	\$0	\$0	\$0	\$0	\$0	\$0	\$0
572010 Out of State Travel Exp	\$0	\$0	\$0	\$0	\$0	\$0	\$0
572030 MIS Support	\$655,443	\$618,230	\$713,554	\$815,554	\$484,449	\$747,430	\$747,430
580370 Telecom & Network Equipment	\$58,618	\$29,665	\$43,145	\$43,145	\$0	\$43,145	\$43,145
Operating Support SepAp	\$11,023,222	\$11,632,639	\$12,801,620	\$12,903,620	\$6,694,940	\$14,252,496	\$14,252,496
Operating Support	\$11,023,222	\$11,632,639	\$12,801,620	\$12,903,620	\$6,694,940	\$14,252,496	\$14,252,496

All of the recommendations on this page are to be considered preliminary and subject to review and modification as information becomes available.

Summary Sheet
 FY 2018 Health and Life Insurance Budget

Item	Amount	Comment/Explanation
Annual Premium Active/Ret	\$8,704,691	Based on 1/23/2017 Census (FY 2017 Rates)
Annual Premium Senior Plans	\$958,054	Based on 1/23/2017 Census (CY 2017 Rates)
Additional Employees (40 Plans - 15 Family; 5 Ind; 20 Senior)	\$294,566	Note: FY 2016 to FY 2017 change was (+9) family; (-5) individual and (+16) senior plans (total of +20 plans).
Increase on Active Plans	\$1,044,563	Assume 12% (January 1 Renewal)
Increase on Retiree Plans	\$47,903	Assume 10% (January 1 Renewal)
Life Insurance	\$49,404	
Total Projected Expenses	\$11,099,181	
Reduction for Food Service Employees, Extended Day, Full Day and Pre-School Being Funded Via Revolving Account	\$325,000	
Adjusted	\$10,774,181	
Say	\$10,775,000	

FY 2018
Health and Life Insurance Budget
(Based on Census as of 1/23/2017 With FY 2017 Rates)

School Plans

Municipal Plans

Health Plan	Type	Town Pays	No. of Plans	Amount	Health Plan	Type	Town Pays	Amount	Total Amount
H/P PPO	Fam	\$2,593.50	0	\$0.00	H/P PPO	Fam	\$2,593.50	\$0.00	\$0.00
	Ind	\$1,168.00	1	\$14,016.00		Ind	\$1,168.00	\$0.00	\$14,016.00
			1	\$14,016.00				\$0.00	\$14,016.00
Blue Options Rate Saver	Fam	\$1,424.40	2	\$34,185.60	Blue Options Rate Saver	Fam	\$1,424.40	\$17,092.80	\$51,278.40
	Ind	\$531.00	2	\$12,744.00		Ind	\$531.00	\$0.00	\$12,744.00
			4	\$46,929.60				\$17,092.80	\$64,022.40
Tufts Navigator Rate Saver	Fam	\$1,321.80	4	\$63,446.40	Tufts Navigator Rate Saver	Fam	\$1,321.80	\$0.00	\$63,446.40
	Ind	\$504.60	3	\$18,165.60		Ind	\$504.60	\$0.00	\$18,165.60
			7	\$81,612.00				\$0.00	\$81,612.00
HPHC Rate Saver	Fam	\$1,248.60	14	\$209,764.80	HPHC Rate Saver	Fam	\$1,248.60	\$44,949.60	\$254,714.40
	Ind	\$479.40	33	\$189,842.40		Ind	\$479.40	\$28,764.00	\$218,606.40
			47	\$399,607.20				\$73,713.60	\$473,320.80
Fallon Select Rate Saver	Fam	\$1,230.52	244	\$3,602,962.56	Fallon Select Rate Saver	Fam	\$1,230.52	\$1,092,701.76	\$4,695,664.32
	Ind	\$456.89	89	\$487,958.52		Ind	\$456.89	\$208,341.84	\$696,300.36
			333	\$4,090,921.08				\$1,301,043.60	\$5,391,964.68
Fallon Direct Rate Saver	Fam	\$1,224.00	42	\$616,896.00	Fallon Direct Rate Saver	Fam	\$1,224.00	\$132,192.00	\$749,088.00
	Ind	\$455.94	30	\$164,138.40		Ind	\$455.94	\$49,241.52	\$213,379.92
			72	\$781,034.40				\$181,433.52	\$962,467.92

FY 2018
Health and Life Insurance Budget
(Based on Census as of 1/23/2017 With FY 2017 Rates)

School Plans

Municipal Plans

Health Plan	Type	Town Pays	No. of Plans	Amount	Health Plan	Type	Town Pays	Amount	Total Amount	
Blue Options	Fam	\$1,310.40	4	\$62,899.20	Blue Options	Fam	\$1,310.40	0	\$0.00	\$62,899.20
Benchmark	Ind	\$488.40	8	\$46,886.40	Rate Saver	Ind	\$488.40	0	\$0.00	\$46,886.40
			12	\$109,785.60				0	\$0.00	\$109,785.60
Tufts Navigator	Fam	\$1,216.20	2	\$29,188.80	Tufts Navigator	Fam	\$1,216.20	1	\$14,594.40	\$43,783.20
Benchmark	Ind	\$464.40	2	\$11,145.60	Rate Saver	Ind	\$464.40	1	\$5,572.80	\$16,718.40
			4	\$40,334.40				2	\$20,167.20	\$60,501.60
HPHC Rate	Fam	\$1,149.00	3	\$41,364.00	HPHC Rate	Fam	\$1,149.00	0	\$0.00	\$41,364.00
Benchmark	Ind	\$441.00	7	\$37,044.00	Saver	Ind	\$441.00	1	\$5,292.00	\$42,336.00
			10	\$78,408.00				1	\$5,292.00	\$83,700.00
Fallon Select	Fam	\$1,161.43	43	\$599,297.88	Fallon Select	Fam	\$1,161.43	11	\$153,308.76	\$752,606.64
Benchmark	Ind	\$431.43	57	\$295,098.12	Rate Saver	Ind	\$431.43	10	\$51,771.60	\$346,869.72
			100	\$894,396.00				21	\$205,080.36	\$1,099,476.36
Fallon Direct	Fam	\$1,154.40	12	\$166,233.60	Fallon Direct	Fam	\$1,154.40	2	\$27,705.60	\$193,939.20
Benchmark	Ind	\$429.00	24	\$123,552.00	Rate Saver	Ind	\$429.00	9	\$46,332.00	\$169,884.00
			36	\$289,785.60				11	\$74,037.60	\$363,823.20
HP Medicare Enhanced		\$171.00	119	\$244,188.00	HP Medicare Enhanced		\$171.00	57	\$116,964.00	\$361,152.00
BC Medex II		\$189.50	17	\$38,658.00	BC Medex II		\$189.50	6	\$13,644.00	\$52,302.00
Tufts Medicare Prime Plus Suplmt PDP		\$177.00	31	\$65,844.00	Tufts Medicare Prime Plus Suplmt PDP		\$177.00	24	\$50,976.00	\$116,820.00
BC/BS Managed Blue		\$207.00	5	\$12,420.00	BC/BS Managed Blue		\$207.00	0	\$0.00	\$12,420.00

FY 2018
Health and Life Insurance Budget
(Based on Census as of 1/23/2017 With FY 2017 Rates)

School Plans

Municipal Plans

Health Plan	Type	Town Pays	No. of Plans	Amount	Health Plan	Type	Town Pays	Amount	Total Amount	
Fallon Senior		\$248.43	65	\$193,775.40	Fallon Senior		\$248.43	34	\$101,359.44	\$295,134.84
Tufts Medicare Preferred		\$217.56	30	\$78,321.60	Tufts Medicare Preferred		\$217.56	14	\$36,550.08	\$114,871.68
			267	\$633,207.00				135	\$319,493.52	\$952,700.52
										\$9,657,391.08
Total Active			626	\$6,826,829.88	Total Active			174	\$1,877,860.68	\$8,704,690.56
Total Retired			267	\$633,207.00	Total Retired			135	\$319,493.52	\$952,700.52
			893	\$7,460,036.88				309	\$2,197,354.20	\$9,657,391.08
							Total Plans		1,202	
Life Insurance		\$4.24	691	\$35,158.08			\$4.24	280	\$14,246.40	

**Town of Shrewsbury
West Suburban Health Group Senior Plans
Rates as of January 1, 2017**

% Paid Town/Retiree		Total Monthly	Town Monthly	Retiree Monthly
Medicare Supplement Plans				
Freedom Of Choice				
<i>Harvard Pilgrim - Medicare Enhance With First Health Part D</i>				
50/50	Subscriber	\$342.00	\$171.00	\$171.00
50/50	Surviving Spouse	\$342.00	\$171.00	\$171.00
<i>BC/BS - Medex II With Blue Medicare Rx</i>				
50/50	Subscriber	\$379.00	\$189.50	\$189.50
50/50	Surviving Spouse	\$379.00	\$189.50	\$189.50
<i>Tufts - Medicare Prime Supplement With PDP Plus</i>				
50/50	Subscriber	\$354.00	\$177.00	\$177.00
50/50	Surviving Spouse	\$354.00	\$177.00	\$177.00
HMO Medi-Wrap Plans				
<i>BC/BS - Managed Blue For Seniors</i>				
60/40	Subscriber	\$345.00	\$207.00	\$138.00
50/50	Surviving Spouse	\$345.00	\$172.50	\$172.50
Medicare Advantage HMO Plans				
<i>Fallon - Senior Plan</i>				
73.5/26.5	Subscriber	\$338.00	\$248.43	\$89.57
50/50	Surviving Spouse	\$338.00	\$169.00	\$169.00
<i>Tufts - Medicare HMO Prime Rx Plus</i>				
73.5/26.5	Subscriber	\$296.00	\$217.56	\$78.44
50/50	Surviving Spouse	\$296.00	\$148.00	\$148.00

**TOWN OF SHREWSBURY
WEST SUBURBAN HEALTH GROUP ACTIVE PLANS 2016-2017**

JUNE PAYROLL CHANGES FOR JULY 1, 2016 OPEN-ENROLLMENT

% PAID TOWN/EMP	PLAN TYPE	TOTAL MONTHLY	TOWN MONTHLY	TOWN 26 P/R BI-WEEKLY*	TOWN 21 P/R BI-WEEKLY**	TOWN WEEKLY*	EMPLOYEE MONTHLY	EMP. 26 P/R BI-WEEKLY*	EMP. 21P/R BI-WEEKLY**	EMPLOYEE WEEKLY*	COBRA	
INDEMNITY PLANS												
<i>Harvard Pilgrim PPO</i>												
50/50	FAMILY	\$5,187.00	\$2,593.50	\$1,197.00	\$1,482.00	\$598.50	\$2,593.50	\$1,197.00	\$1,482.00	\$598.50	\$5,290.74	
50/50	FAMILY (SS)	\$5,187.00	\$2,593.50	\$1,197.00	\$1,482.00	\$598.50	\$2,593.50	\$1,197.00	\$1,482.00	\$598.50		
50/50	INDIVIDUAL	\$2,336.00	\$1,168.00	\$539.08	\$667.43	\$269.54	\$1,168.00	\$539.08	\$667.43	\$269.54	\$2,382.72	
50/50	INDIVIDUAL (SS)	\$2,336.00	\$1,168.00	\$539.08	\$667.43	\$269.54	\$1,168.00	\$539.08	\$667.43	\$269.54		
RATE SAVER HMO PLANS												
<i>Effective 7/1/2014 Rate Saver plans are not available to new Active Employees and Non-Medicare Eligible Retirees</i>												
BLUE OPTIONS RATE SAVER EPO												
60/40	FAMILY	\$2,374.00	\$1,424.40	\$657.42	\$813.94	\$328.71	\$949.60	\$438.28	\$542.63	\$219.14	\$2,421.48	
50/50	FAMILY (SS)	\$2,374.00	\$1,187.00	\$547.85	\$678.29	\$273.92	\$1,187.00	\$547.85	\$678.29	\$273.92		
60/40	INDIVIDUAL	\$885.00	\$531.00	\$245.08	\$303.43	\$122.54	\$354.00	\$163.38	\$202.29	\$81.69	\$902.70	
50/50	INDIVIDUAL (SS)	\$885.00	\$442.50	\$204.23	\$252.86	\$102.12	\$442.50	\$204.23	\$252.86	\$102.12		
TUFTS NAVIGATOR RATE SAVER EPO												
60/40	FAMILY	\$2,203.00	\$1,321.80	\$610.06	\$755.31	\$305.03	\$881.20	\$406.71	\$503.54	\$203.35	\$2,247.06	
50/50	FAMILY (SS)	\$2,203.00	\$1,101.50	\$508.38	\$629.43	\$254.19	\$1,101.50	\$508.38	\$629.43	\$254.19		
60/40	INDIVIDUAL	\$841.00	\$504.60	\$232.89	\$288.34	\$116.45	\$336.40	\$155.26	\$192.23	\$77.63	\$857.82	
50/50	INDIVIDUAL (SS)	\$841.00	\$420.50	\$194.08	\$240.29	\$97.04	\$420.50	\$194.08	\$240.29	\$97.04		
HPHC RATE SAVER EPO												
60/40	FAMILY	\$2,081.00	\$1,248.60	\$576.28	\$713.49	\$288.14	\$832.40	\$384.18	\$475.66	\$192.09	\$2,122.62	
50/50	FAMILY (SS)	\$2,081.00	\$1,040.50	\$480.23	\$594.57	\$240.12	\$1,040.50	\$480.23	\$594.57	\$240.12		
60/40	INDIVIDUAL	\$799.00	\$479.40	\$221.26	\$273.94	\$110.63	\$319.60	\$147.51	\$182.63	\$73.75	\$814.98	
50/50	INDIVIDUAL (SS)	\$799.00	\$399.50	\$184.38	\$228.29	\$92.19	\$399.50	\$184.38	\$228.29	\$92.19		
FALLON SELECT RATE SAVER EPO												
71.5/28.5	FAMILY	\$1,721.00	\$1,230.52	\$567.93	\$703.15	\$283.97	\$490.49	\$226.38	\$280.28	\$113.19	\$1,755.42	
50/50	FAMILY (SS)	\$1,721.00	\$860.50	\$397.15	\$491.71	\$198.58	\$860.50	\$397.15	\$491.71	\$198.58		
71.5/28.5	INDIVIDUAL	\$639.00	\$456.89	\$210.87	\$261.08	\$105.44	\$182.12	\$84.05	\$104.07	\$42.03	\$651.78	
50/50	INDIVIDUAL (SS)	\$639.00	\$319.50	\$147.46	\$182.57	\$73.73	\$319.50	\$147.46	\$182.57	\$73.73		
FALLON DIRECT RATE SAVER EPO												
76.5/23.5	FAMILY	\$1,600.00	\$1,224.00	\$564.92	\$699.43	\$282.46	\$376.00	\$173.54	\$214.86	\$86.77	\$1,632.00	
50/50	FAMILY (SS)	\$1,600.00	\$800.00	\$369.23	\$457.14	\$184.62	\$800.00	\$369.23	\$457.14	\$184.62		
76.5/23.5	INDIVIDUAL	\$596.00	\$455.94	\$210.43	\$260.54	\$105.22	\$140.06	\$64.64	\$80.03	\$32.32	\$607.92	
50/50	INDIVIDUAL (SS)	\$596.00	\$298.00	\$137.54	\$170.29	\$68.77	\$298.00	\$137.54	\$170.29	\$68.77		

(SS) REPRESENTS SURVIVING SPOUSE

*** PLEASE NOTE BI-WEEKLY & WEEKLY DEDUCTIONS ARE BASED ON 26 & 52 WEEK PAYROLLS RESPECTIVELY.**

****SCHOOL EMPLOYEES PAID ON 21 BI-WEEKLY P/R (5 BI-WEEKLY SUMMER DEDUCTIONS ARE INCLUDED IN THE RATES)**

TURN OVER FOR ADDITIONAL RATES

**TOWN OF SHREWSBURY
WEST SUBURBAN HEALTH GROUP ACTIVE PLANS 2016-2017**

JUNE PAYROLL CHANGES FOR JULY 1, 2016 OPEN-ENROLLMENT

% PAID TOWN/EMP	PLAN TYPE	TOTAL MONTHLY	TOWN MONTHLY	TOWN 26 P/R BI-WEEKLY*	TOWN 21 P/R BI-WEEKLY**	TOWN WEEKLY*	EMPLOYEE MONTHLY	EMP. 26 P/R BI-WEEKLY*	EMP. 21P/R BI-WEEKLY**	EMPLOYEE WEEKLY*	COBRA	
BENCHMARK HMO PLANS												
BLUE CROSS NETWORK BLUE BENCHMARK												
60/40	FAMILY	\$2,184.00	\$1,310.40	\$604.80	\$748.80	\$302.40	\$873.60	\$403.20	\$499.20	\$201.60		
50/50	FAMILY (SS)	\$2,184.00	\$1,092.00	\$504.00	\$624.00	\$252.00	\$1,092.00	\$504.00	\$624.00	\$252.00	\$2,227.68	
60/40	INDIVIDUAL	\$814.00	\$488.40	\$225.42	\$279.09	\$112.71	\$325.60	\$150.28	\$186.06	\$75.14		
50/50	INDIVIDUAL (SS)	\$814.00	\$407.00	\$187.85	\$232.57	\$93.92	\$407.00	\$187.85	\$232.57	\$93.92	\$830.28	
TUFTS BENCHMARK												
60/40	FAMILY	\$2,027.00	\$1,216.20	\$561.32	\$694.97	\$280.66	\$810.80	\$374.22	\$463.31	\$187.11		
50/50	FAMILY (SS)	\$2,027.00	\$1,013.50	\$467.77	\$579.14	\$233.88	\$1,013.50	\$467.77	\$579.14	\$233.88	\$2,067.54	
60/40	INDIVIDUAL	\$774.00	\$464.40	\$214.34	\$265.37	\$107.17	\$309.60	\$142.89	\$176.91	\$71.45		
50/50	INDIVIDUAL (SS)	\$774.00	\$387.00	\$178.62	\$221.14	\$89.31	\$387.00	\$178.62	\$221.14	\$89.31	\$789.48	
HPHC BENCHMARK												
60/40	FAMILY	\$1,915.00	\$1,149.00	\$530.31	\$656.57	\$265.15	\$766.00	\$353.54	\$437.71	\$176.77		
50/50	FAMILY (SS)	\$1,915.00	\$957.50	\$441.92	\$547.14	\$220.96	\$957.50	\$441.92	\$547.14	\$220.96	\$1,953.30	
60/40	INDIVIDUAL	\$735.00	\$441.00	\$203.54	\$252.00	\$101.77	\$294.00	\$135.69	\$168.00	\$67.85		
50/50	INDIVIDUAL (SS)	\$735.00	\$367.50	\$169.62	\$210.00	\$84.81	\$367.50	\$169.62	\$210.00	\$84.81	\$749.70	
FALLON SELECT BENCHMARK												
73/27	FAMILY	\$1,591.00	\$1,161.43	\$536.04	\$663.67	\$268.02	\$429.57	\$198.26	\$245.47	\$99.13		
50/50	FAMILY (SS)	\$1,591.00	\$795.50	\$367.15	\$454.57	\$183.58	\$795.50	\$367.15	\$454.57	\$183.58	\$1,622.82	
73/27	INDIVIDUAL	\$591.00	\$431.43	\$199.12	\$246.53	\$99.56	\$159.57	\$73.65	\$91.18	\$36.82		
50/50	INDIVIDUAL (SS)	\$591.00	\$295.50	\$136.38	\$168.86	\$68.19	\$295.50	\$136.38	\$168.86	\$68.19	\$602.82	
FALLON DIRECT BENCHMARK												
78/22	FAMILY	\$1,480.00	\$1,154.40	\$532.80	\$659.66	\$266.40	\$325.60	\$150.28	\$186.06	\$75.14		
50/50	FAMILY (SS)	\$1,480.00	\$740.00	\$341.54	\$422.86	\$170.77	\$740.00	\$341.54	\$422.86	\$170.77	\$1,509.60	
78/22	INDIVIDUAL	\$550.00	\$429.00	\$198.00	\$245.14	\$99.00	\$121.00	\$55.85	\$69.14	\$27.92		
50/50	INDIVIDUAL (SS)	\$550.00	\$275.00	\$126.92	\$157.14	\$63.46	\$275.00	\$126.92	\$157.14	\$63.46	\$561.00	

(SS) REPRESENTS SURVIVING SPOUSE

* PLEASE NOTE BI-WEEKLY & WEEKLY DEDUCTIONS ARE BASED ON 26 & 52 WEEK PAYROLLS RESPECTIVELY.

**SCHOOL EMPLOYEES PAID ON 21 BI-WEEKLY P/R (5 BI-WEEKLY SUMMER DEDUCTIONS ARE INCLUDED IN THE RATES)

TURN OVER FOR ADDITIONAL RATES

**Medicare Budget
FY 2018**

Fiscal Year	Expended	Increase	Percent
1997	\$169,330		
1998	\$191,029	\$21,699	12.81%
1999	\$238,445	\$47,416	24.82%
2000	\$269,747	\$31,302	13.13%
2001	\$325,524	\$55,777	20.68%
2002	\$363,278	\$37,754	11.60%
2003	\$407,410	\$44,132	12.15%
2004	\$454,086	\$46,676	11.46%
2005	\$512,640	\$58,554	12.89%
2006	\$534,477	\$21,837	4.26%
2007	\$545,000	\$10,523	1.97%
2008	\$608,243	\$63,243	11.60%
2009	\$645,367	\$37,124	6.10%
2010	\$648,207	\$2,840	0.44%
2011	\$686,791	\$38,584	5.95%
2012	\$704,841	\$18,050	2.63%
2013	\$727,786	\$22,945	3.26%
2014	\$760,503	\$32,717	4.50%
2015	\$849,275	\$88,772	11.67%
2016	\$890,783	\$41,508	4.89%
Projection			
2017	\$953,138	\$62,355	7.00%
2018	\$1,048,452	\$95,314	10.00%
SAY	\$1,050,000		

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
First Half of FY	\$275,943	\$285,849	\$301,026	\$332,091	\$344,628	\$375,848
		3.59%	5.31%	10.32%	3.78%	9.06%
Second Half of FY	\$428,898	\$441,937	\$459,477	\$517,184	\$546,154	
		3.04%	3.97%	12.56%	5.60%	
Total	\$704,841	\$727,786	\$760,503	\$849,275	\$890,782	
		3.26%	4.50%	11.67%	4.89%	

Cal 2012	Cal 2013	Cal 2014	Cal 2015	Cal 2016
\$714,747	\$742,963	\$791,568	\$861,812	\$922,002
	3.95%	6.54%	8.87%	6.98%

7.02% 3 Year Average

FY 2017 Budget - \$960,000

Oil and Fuel Budget
FY 2018

Fiscal Year	Unleaded	Diesel	Total
2007	79,071	22,074	101,145
2008	86,099	27,106	113,205
2009	76,053	24,391	100,444
2010	65,596	18,776	84,372
2011	77,904	28,394	106,298
2012	76,960	18,940	95,900
2013	80,215	25,642	105,857
2014	69,264	25,423	94,687
2015	81,714	30,054	111,768
2016	81,552	24,779	106,331

	Gallons	Price	Extended	Comment
Unleaded	45,000	\$2.0160	\$90,720.00	Current price is \$2.016 (7/1 to 12/31)
Unleaded	45,000	\$2.7500	\$123,750.00	Subject to Bid (1/1 to 6/30)
Diesel	40,000	\$2.7500	\$110,000.00	Current price is \$2.024
Bulk Lubricants			\$8,000.00	
JOC Subscription			\$825.00	
			\$333,295.00	
		SAY	\$350,000	

Print, Postage Stationary
FY 2018

Item	FY 2012 Expended	FY 2013 Expended	FY 2014 Expended	FY 2015 Expended	FY 2016 Expended	FY 2017 Budget	FY 2017 To Date	FY 2018 Budget
Postage & Fed Ex	\$75,997	\$63,579	\$66,237	\$70,859	\$49,574	\$78,500	\$30,864	\$80,000
Printing (General)	\$7,163	\$4,970	\$13,220	\$6,280	\$4,980	\$7,000	\$4,985	\$5,000
Printing (Tax & Water/Sewer Bills)						\$35,000	\$26,024	\$35,000
Copiers/Printers	\$1,387	\$19,620	\$11,765	\$5,477	\$18,688	\$7,500	\$2,943	\$8,000
Copy Paper & Office Supplies/Other Supplies	\$8,044	\$6,358	\$4,819	\$4,841	\$5,740	\$8,000	\$2,410	\$8,000
New Postage Meter								\$12,000
Postage Meter Rental, Service & Supplies	\$3,117	\$4,287	\$4,574	\$790	\$4,852	\$4,000	\$4,346	\$4,000
	\$95,708	\$98,814	\$100,615	\$88,247	\$83,834	\$140,000	\$71,572	\$152,000

Fiscal Year 2018
General Insurance Budget

	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Actual (to Date)	Balance	FY 2018 Budget
B/M	\$13,878	\$0	\$0	Incl	Incl	N/A	Incl	N/A	N/A
Property	\$109,309	\$150,211	\$146,471	\$163,311	\$174,851	\$185,342	\$207,471	(\$22,129)	\$230,000
Umbrella	\$11,379	\$12,122	\$12,271	\$13,155	\$14,764	\$15,207	\$15,309	(\$102)	\$16,000
G/L & Law Enforcement	\$60,392	\$62,757	\$67,418	\$73,938	\$78,672	\$81,032	\$86,631	(\$5,599)	\$100,000
Auto	\$87,398	\$93,805	\$90,485	\$98,547	\$101,465	\$104,509	\$100,052	\$4,457	\$110,000
School Board	\$8,874	\$9,146	\$8,464	\$8,475	\$12,609	\$12,987	\$14,221	(\$1,234)	\$15,000
P O Liability	\$22,293	\$22,979	\$21,264	\$21,669	\$22,918	\$23,606	\$24,981	(\$1,375)	\$25,000
Boat	\$8,495	\$8,736	\$8,873	\$8,873	\$9,317	\$9,597	\$10,327	(\$730)	\$11,000
Police & Fire AD&D*	\$84,594	\$63,405	\$76,294	\$62,089	\$58,776	\$75,000	\$63,763	\$11,237	\$75,000
Bonds	\$1,512	\$1,512	\$1,270	\$1,654	\$1,512	\$1,557	\$1,344	\$213	\$1,700
IPADS	\$0	\$0	\$0	\$0	\$8,042	\$0	\$0	\$0	\$0
New Coverages/Misc Charges	\$0	\$0	\$0	\$0	\$0	\$35,000	\$350	\$34,650	\$10,000
Deductibles/Out of Pocket	\$0	\$4,070	\$0	\$15,000	\$0	\$8,564	\$0	\$8,564	\$10,000
Sub-Total	\$408,124	\$428,743	\$432,810	\$466,711	\$482,926	\$552,401	\$524,449	\$27,952	\$603,700
Worker's Compensation	\$267,163	\$309,296	\$341,616	\$385,764	\$384,181	\$422,599	\$344,313	\$78,286	\$410,000
MEGA Assessment for FY 2013		\$18,372	\$20,643	\$23,395	\$0	\$0	\$0	\$0	\$0
Sub-Total	\$675,287	\$756,411	\$795,069	\$875,870	\$867,107	\$975,000	\$868,762	\$106,238	\$1,013,700
Light/CATV Offset	(\$24,132)	(\$33,895)	(\$10,493)	(\$23,641)	(\$40,875)	(\$25,000)	(\$2,529)	(\$22,471)	(\$25,000)
Light/CATV Offset (Asment FY 2014)		\$0	\$0	(\$6,115)	\$0	\$0	\$0	\$0	\$0
Total	\$651,155	\$722,516	\$784,576	\$846,114	\$826,232	\$950,000	\$866,233	\$83,767	\$988,700
								Say	\$990,000

**MIS Support
Budget Explanation
FY 2018**

Ongoing Support, Repair, Operation & Maintenance

Budget \$620,065

For the ongoing support, repair, operation and maintenance of the existing MIS/IT infrastructure including service agreements and consumables Note that 50% of Director of IT salary is charged back to MIS Support. (paid in quarterly installments).

New Initiatives

Budget \$47,500

\$45,000 for new permitting system. \$2,500 for new tech support ticket system.

New Equipment

Budget \$110,500

For the replacement of desktop computers, printers and other peripherals to be paid upon invoicing by SELCO.

Prior Year Deficit/Surplus

Budget (surplus) -\$30,634.60

Each July there is a review of past fiscal year's incurred expenses and a "make up" fee is assessed by SELCO.

Total MIS Support Budget FY 2018 - \$747,430.40

**Telecom & Network Equipment
Budget Explanation
FY 2018**

Item	Cost
General repairs & replacement	\$5,000
Parker Core Switch (3 th of 5 Payments)	\$12,900
Phone system controls upgrade (4 th of 5 payments)	\$17,245
Total	<u>\$35,145</u>

Item	Description	Costs			Notes
Normal Operations	S & W, Benefits, Longevity, Etc (2 FTE)	\$ 246,900.00	Salary Info- costs	\$225,000.00	This number reflects the cost for providing direct staff support for all Town systems, hardware, and software. For roughly the cost of 2 FTE the Town has access to all SELCO staff for services and support.
Total	Misc Operating Expenses		JC507-Misc IT Consulting	\$5,000.00	
\$246,900.00			JC517-IT Travel & EDU	\$5,000.00	
			JC527-Fortinet Training	\$1,900.00	
			JC995-Town Only Normal Operations	\$10,000.00	
			TOTAL	\$246,900.00	
Repairs & Maintenance	Munis, Vision, Hawkeye, Microsoft, VMWare, CBS - Bloom, ImageView, Google	\$ 358,165.00	JC501-VMWare Software Renewal	\$10,000.00	This is for the service contracts required to support the Town. It includes licenseing costs, maintenance, service contracts, and unscheduled repairs.
Total			JC506-Aerohive Support and Hardware Renewal	\$5,000.00	
\$358,165.00			JC508-Itron Maintenance Renewal	\$2,400.00	(NOTE - CodeRED is billed direct to specific departments)
			JC511-Adobe Acrobat Licensing Renewal	\$2,565.00	
			JC512-Code Red ECN Service*	\$0.00	
			JC513-Nutanix Lease	\$37,500.00	
			JC514-Phone System Maintenance	\$8,000.00	
			JC515-AVG MW and CoudCare Renewal	\$8,250.00	
			JC516-Google Apps Licansing Renewal	\$15,000.00	
			JC518-Solarwinds IPAM Renewal	\$750.00	
			JC520-Solarwinds Network Performance Monitor Renewal	\$4,250.00	
			JC521-Lastpass Licensing Renewal	\$50.00	
			JC522-AutoDesk Licensing Renewal	\$2,800.00	
			JC523-Barracuda SPAM Filter Renewal	\$1,750.00	
			JC524-Barracuda Message Archiver Renewal	\$2,000.00	
			JC525-Town Hall UPS Maintenance Renewal	\$4,000.00	
			JC526-Security Certificate Renewal	\$1,800.00	
			JC528-FortiGate-FortiAnalyzer Renewal	\$0.00	(NOTE - this is billed to the School, for ERate reimbursement)
			JC529-Nutanix 8035-G5 Warranty Renewal	\$8,800.00	
			JC530-Fuelmaster Support Renewal	\$750.00	
			JC531-Website Maintenance Renewal	\$8,500.00	
			JC997-Town Only R&M	\$234,000.00	
			TOTAL	\$358,165.00	
Data Processing	Managed Print Services	\$ 15,000.00	JC505-Managed Print Services	\$15,000.00	This item is for the managed print services
Total			TOTAL	\$15,000.00	
\$15,000.00					
Equipment Upgrades	Hardware upgrades, replacements, new.	\$ 110,500.00	JC998-Town Only HW SW	\$88,000.00	This is the bare minimum required to keep existing hardware and services functional. Estimated \$30,000 of this will be reserved for the Shrewsbury PD. Please note, mobile data terminals are now budgeted as part of the vehicle purchase.
Total			JC010-AeroHive Wireless Network	\$2,500.00	
\$110,500.00			JC014-IT-MIS HW, SW and Peripherals	\$10,000.00	
			JC021-Line Cards	\$5,000.00	
			JC027-Security Systems Upgrades	\$5,000.00	
			TOTAL	\$110,500.00	
New Initiatives	Software upgrades, replacements, new	\$ 47,500.00	JC996-Town Only New Initiatives	\$45,000.00	Permitting Software
Total			JC031-Web HelpDesk-Ticketing Replacement	\$2,500.00	
\$47,500.00			TOTAL	\$47,500.00	
Balance Due	Balance Due from prior fiscal year	\$ (30,634.60)			
Total					
(\$30,634.60)					
Overall Total					
\$747,430.40					
	Total of above that is standard reoccurring	\$ 261,900.00			Cost will be broken down by a factor of four and billed quarterly
	Total that is "as occurs"	\$ 516,165.00			Cost will be added to the above each quarter
	Total that is "as needed"	\$ (30,634.60)			Costs will be added to each quarter only if they are actually used
	Average monthly run rate	\$ 62,285.87			Average monthly charge back

- NOTES: 1) Within the R&M line is \$180,000 for MUNIS (approx 70% of the overall budget).
2) Out of the MUNIS cost, the Utility Billing module is @ \$4,500.
3) Staffing costs have gone from prior years due to internal changes.
4) Google Apps will eventually replace our email provider. We need to add Google Apps licenses, and then migrate from our existing email to Google. Current cost is @ 10/user/month; Google is \$50/user/year.

NOTE - Quarterly payments

\$ 186,857.60

Head End Items/Payments

General Repairs & Main - Network \$5,000.00
Parker Core Switch, (#3 of 5 payments) \$12,900.00
Phone System Upgrade (#4 payment of 5) \$17,245.00

General Repairs \$ Main - Network

TOTAL \$35,145.00

5762,575.40

PLEASE NOTE - Phone Repairs & Maintenance transferred
to the above sheet