

Financial Model Summary

	FY25 Proposed Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24
Summary of Expenditures				
Town Government	\$ 2,568,495	\$ 2,295,045	\$ 273,450	11.91%
Protection	\$ 4,898,935	\$ 4,384,275	\$ 514,660	11.74%
Public Works	\$ 3,425,985	\$ 2,704,465	\$ 721,520	26.68%
Health Services	\$ 570,175	\$ 568,010	\$ 2,165	0.38%
Culture & Recreation	\$ 715,715	\$ 672,120	\$ 43,595	6.49%
Subtotal - Town Government	\$ 12,179,305	\$ 10,623,915	\$ 1,555,390	14.64%
Public Schools	\$ 25,915,880	\$ 25,108,910	\$ 806,970	3.21%
Athletics	\$ 254,765	\$ 234,305	\$ 20,460	8.73%
Vocational Schools	\$ 1,417,045	\$ 1,495,250	\$ (78,205)	-5.23%
Subtotal - Education	\$ 27,587,690	\$ 26,838,465	\$ 749,225	2.79%
Debt Service	\$ 6,617,000	\$ 6,399,500	\$ 217,500	3.40%
Employee Benefits/Town Insurance	\$ 10,274,405	\$ 9,500,680	\$ 773,725	8.14%
Reserve Fund	\$ 185,000	\$ 110,000	\$ 75,000	68.18%
Subtotal - Other	\$ 17,076,405	\$ 16,010,180	\$ 1,066,225	6.66%
Total Budget	\$ 56,843,400	\$ 53,472,560	\$ 3,370,840	6.30%
Sewer Enterprise Operating Expenses	\$ 2,506,755	\$ 2,444,395	\$ 62,360	2.55%
MS4 Enterprise Operating Expenses				
Cable Receipts Reserved Fund	\$ 253,895	\$ 251,195	\$ 2,700	1.07%
ATM Warrant Articles (R&A)	\$ -		\$ -	
ATM Warrant Articles	\$ 5,361,144	\$ 4,766,135	\$ 595,009	12.48%
STM Warrant Articles -May				
STM Warrant Articles -Nov		\$ 392,070	\$ (392,070)	-100.00%
One Time Capital Exclusion Articles			\$ -	
Grant Deficits	\$ -	\$ -	\$ -	
Snow and Ice Deficit	\$ -	\$ -	\$ -	
Overlay Reserve (known after tax rate setting)	\$ 200,000	\$ 309,195	\$ (109,195)	-35.32%
Total Budget, Articles, Overlay	\$ 65,165,194	\$ 61,635,550	\$ 3,529,644	5.73%

Financial Model Summary

	FY25 Proposed Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24
Sources of Funds				
Estimated State Aid	\$ 11,360,182	\$ 11,127,497	\$ 232,685	2.09%
State Aid (Cherry Sheet Assessments)	\$ (675,264)	\$ (575,963)	\$ (99,301)	17.24%
Total Estimated State Aid	\$ 10,684,918	\$ 10,551,534	\$ 133,384	1.26%
Estimated Local Receipts	\$ 6,617,000	\$ 6,505,425	\$ 111,575	1.72%
Total State Aid and Local Revenue	\$ 17,301,918	\$ 17,056,959	\$ 244,959	1.44%
Prior Year Levy Limit	\$ 31,945,629	\$ 30,647,455	\$ 1,298,174	4.24%
Allowed 2 1/2 Growth - Revenue Tax Increase	\$ 798,641	\$ 766,186	\$ 32,454	4.24%
Tax Rate	\$ 13.23		\$ -	
New Growth (estimate determined by Town Policy Makers)	\$ 27,000,000	\$ 531,988	\$ (174,778)	-32.85%
Current Year Levy Limit	\$ 33,101,480	\$ 31,945,629	\$ 1,155,851	3.62%
One Time Capital Exclusion Articles	\$ -	\$ -	\$ -	0.00%
Exempt Debt Service (Net of State Reimbursement)	\$ 4,615,876	\$ 4,300,194	\$ 315,682	7.34%
Maximum Allowable Levy	\$ 37,717,356	\$ 36,245,823	\$ 1,471,533	4.06%
Total Available Funds	\$ 55,019,274	\$ 53,302,782	\$ 1,716,492	3.22%
Total Funds Required to meet Total Expenses (excess capacity)	\$ 10,145,920	\$ 8,332,768	\$ 1,813,152	21.76%

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36,815,833

Financial Model Summary

	FY25 Proposed Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24
For Tax Rate Calculation				
Operating Budget	\$ 56,843,400	\$ 53,472,560	\$ 3,370,840	6.30%
Sewer Enterprise	\$ 2,506,755	\$ 2,444,395	\$ 62,360	2.55%
MS4 Enterprise				
Cable Receipts Reserved Fund	\$ 253,895	\$ 251,195	\$ 2,700	1.07%
ATM Warrant Articles Within 2 1/2	\$ 5,361,144	\$ 4,766,135	\$ 595,009	12.48%
STM Warrant Articles Within 2 1/2 -May	\$ -	\$ -	\$ (392,070)	
STM Warrant Articles Within 2 1/2 -Nov	\$ -	\$ 392,070		
Overlay Reserve - raised on tax recap	\$ 200,000	\$ 309,195	\$ (109,195)	-35.32%
Snow and Ice Deficit - raised on tax recap	\$ -	\$ -	\$ -	
Other Deficit Funds - raised on tax recap	\$ -	\$ -	\$ -	
Less: Funding Sources				
Available Funds - Overlay Surplus/FreeCash (to reduce tax rate)		\$ (1,000,000)	\$ 1,000,000	-100.00%
Available Funds - Free Cash (Warrant Articles)	\$ (2,440,000)	\$ (2,215,630)	\$ (224,370)	10.13%
Available Funds - Free Cash (Warrant Articles-STM)-Nov		\$ (680,945)	\$ 680,945	-100.00%
Available Funds - Sewer Rate	\$ (2,506,755)	\$ (2,444,395)	\$ (62,360)	2.55%
Available Funds - Transfers from Sewer (Debt Service)	\$ (1,138,024)	\$ (953,574)	\$ (184,450)	19.34%
Available Funds - Transfers from Sewer (Indirect Costs)	\$ (454,516)	\$ (442,958)	\$ (11,558)	2.61%
Available Funds - Transfers from MS4 (Debt Service)				
Available Funds - Sewer Stabilization	\$ -		\$ -	
Available Funds - Sewer Retained Earnings	\$ (435,384)	\$ (50,000)	\$ (385,384)	770.77%
Available Funds - Cable Funds (RRA)	\$ (253,895)	\$ (251,195)	\$ (2,700)	1.07%
Available Funds - FY24/25 Budget	\$ (129)	\$ (1,630)	\$ 1,501	-92.09%
Available Funds - TNC			\$ -	
Available Funds - Capital Reserve		\$ (140,000)	\$ 140,000	
Available Funds - Opioid Stabilization	\$ (85,631)		\$ (85,631)	
To be Borrowed	\$ (2,400,000)	\$ (2,500,000)	\$ 100,000	-4.00%
State Aid (Cherry Sheets - Assessments)	\$ (10,684,918)	\$ (10,551,534)	\$ (133,384)	1.26%
Local Receipts	\$ (6,617,000)	\$ (6,505,425)	\$ (111,575)	1.72%
(Estimated) Amount to be Raised by Tax Levy	\$ 38,148,942	\$ 33,898,264	\$ 4,250,678	12.54%
Total Valuation (Assessor sets tax rate)	\$ 2,587,680,243	\$ 2,560,680,243	\$ 27,000,000	1.05%
Estimated tax rate	\$ 14.74	\$ 13.23	\$ 1.51	11.43%
Average Single Family Assessment FY24 Valuation	\$ 440,095	\$ 440,095		
Average Single Family Tax Bill at Proposed Rate	\$ 6,488	\$ 5,822	\$ 666.11	

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
114 Total Salary	205	205	0	0.0%	0	205	205
114 Total Other	0	0	0	0.0%	0	0	0
114 Total Moderator	205	205	0	0.0%	0	205	205
122 Total Salary	16,800	16,800	0	0.0%	12,600	16,800	16,550
122 Total Other	4,040	5,040	(1,000)	-19.8%	3,348	5,005	4,475
122 Total Selectmen	20,840	21,840	(1,000)	-4.6%	15,948	21,805	21,025
123 Total Salary	367,120	348,945	18,175	5.2%	190,297	332,390	328,979
123 Total Other	24,300	37,500	(13,200)	-35.2%	23,354	34,215	28,245
123 Total Town Manager	391,420	386,445	4,975	1.3%	213,651	366,605	357,224
131 Total Salary	2,000	1,445	555	38.4%	1,524	1,445	1,010
131 Total Other	1,000	500	500	100.0%	481	300	262
131 Total Town Finance Comm	3,000	1,945	1,055	54.2%	2,005	1,745	1,272
135 Total Salary	182,135	170,325	11,810	6.9%	114,662	171,090	170,805
135 Total Other	10,490	10,040	450	4.5%	5,190	12,230	8,804
135 Total Finance Dept	192,625	180,365	12,260	6.8%	119,851	183,320	179,609
136 Total Salary	0	0	0	0.0%	0	0	0
136 Total Other	38,500	38,000	500	1.3%	38,000	37,500	37,500
136 Total Town Audit	38,500	38,000	500	1.3%	38,000	37,500	37,500
141 Total Salary	134,840	131,280	3,560	2.7%	95,254	132,357	123,087
141 Total Other	42,685	32,000	10,685	33.4%	35,344	32,000	31,976
141 Total Assessor	177,525	163,280	14,245	8.7%	130,598	164,357	155,063

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
146 Total Salary	196,970	189,925	7,045	3.7%	135,852	230,390	226,823
146 Total Other	85,810	91,200	(5,390)	-5.9%	44,959	74,900	60,534
146 Total Treasurer/Collector	282,780	281,125	1,655	0.6%	180,811	305,290	287,357
151 Total Salary	0	0	0	0.0%	0	0	0
151 Total Other	150,000	100,000	50,000	50.0%	98,303	145,000	67,706
151 Total Legal	150,000	100,000	50,000	50.0%	98,303	145,000	67,706
152 Total Salary	0	0	0	0.0%	0	0	0
152 Total Other	8,540	9,540	(1,000)	-10.5%	3,611	9,000	7,632
152 Total Personnel/HR	8,540	9,540	(1,000)	-10.5%	3,611	9,000	7,632
155 Total Salary	21,195	0	21,195	100.0%	0	0	0
155 Total Other	370,835	331,945	38,890	11.7%	270,513	295,250	289,399
155 Total Technology	392,030	331,945	60,085	18.1%	270,513	295,250	289,399
161 Total Salary	211,790	213,340	(1,550)	-0.7%	142,547	208,320	201,969
161 Total Other	27,260	28,470	(1,210)	-4.3%	17,409	31,980	18,529
161 Total Town Clerk	239,050	241,810	(2,760)	-1.1%	159,956	240,300	220,498
162 Total Salary	24,180	14,380	9,800	68.2%	5,432	33,865	14,657
162 Total Other	36,550	32,315	4,235	13.1%	8,490	36,429	21,035
162 Total Elect. & Registr.	60,730	46,695	14,035	30.1%	13,922	70,294	35,692
177 Total Salary	250,950	216,910	34,040	15.69%	128,991	255,150	198,999
177 Total Other	19,375	20,615	(1,240)	-6.02%	7,365	11,350	7,518
177 Total Planning Department	270,325	237,525	32,800	13.81%	136,357	266,500	206,517

Budget Summary

	FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
192 Total Salary	191,545	149,415		42,130	28.2%	99,860	126,754	131,752
192 Total Other	139,880	95,660		44,220	46.2%	78,651	95,106	93,724
192 Total Facilities	331,425	245,075		86,350	35.2%	178,511	221,859	225,476
195 Total Salary	0	0		0	0.0%	0	0	0
195 Total Other	0	0		0	0.0%	0	2,700	2,700
195 Total Town Reports	0	0		0	0.0%	0	2,700	2,700
199 Total Salary	0	0	0	0	0.0%	0	0	0
199 Total Other	9,500	9,250	0	250	2.7%	5,071	12,250	4,179
199 Total Committees & Commissions	9,500	9,250	0	250	2.7%	5,071	12,250	4,179
Total Salaries - Town Government	1,599,730	1,452,970		146,760	10.10%	927,019	1,508,766	1,414,836
Total Other - Town Government	968,765	842,075		126,690	15.04%	640,090	835,215	684,218
Total Town Government	2,568,495	2,295,045		273,450	11.91%	1,567,109	2,343,981	2,099,054
	2,568,495	2,295,045		273,450	11.9%	1,567,109	2,343,981	2,099,054
210 Total Salary	3,471,400	3,074,245		397,155	12.9%	2,213,185	2,787,746	2,652,978
210 Total Other	242,725	194,235		48,490	25.0%	181,156	199,925	199,457
210 Total Police	3,714,125	3,268,480		445,645	13.6%	2,394,341	2,987,671	2,852,435
220 Total Salary	475,570	462,460		13,110	2.8%	263,288	465,270	465,226
220 Total Other	179,300	146,535		32,765	22.4%	67,181	139,315	138,949
220 Total Fire	654,870	608,995		45,875	7.5%	330,469	604,585	604,175
224 Total Salary	0	0		0	0.0%	0	0	0
224 Total Other	210,000	207,990		2,010	1.0%	155,775	207,900	207,900
224 Total Hydrants	210,000	207,990		2,010	1.0%	155,775	207,900	207,900

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
241 Total Salary	172,290	156,515	15,775	10.1%	105,578	98,575	117,955
241 Total Other	9,350	6,600	2,750	41.7%	5,008	6,600	6,550
241 Total Building Dept	181,640	163,115	18,525	11.4%	110,586	105,175	124,505
243 Total Salary	1,000	1,000	0	0.0%	0	27,500	39,900
243 Total Other	0	0	0	0.0%	0	400	85
243 Total Plumbing/Gas Insp	1,000	1,000	0	0.0%	0	27,900	39,985
245 Total Salary	1,000	1,000	0	0.0%	0	25,000	35,650
245 Total Other	0	0	0	0.0%	0	500	243
245 Total Electrical Insp	1,000	1,000	0	0.0%	0	25,500	35,893
291 Total Salary	0	0	0	0.0%	0	3,500	0
291 Total Other	2,500	2,500	0	0.0%	373	4,500	3,783
291 Total Emergency Mgmt	2,500	2,500	0	0.0%	373	8,000	3,783
292 Total Salary	25,000	25,000	0	0.0%	18,822	25,000	25,000
292 Total Other	5,000	5,000	0	0.0%	3,540	5,000	0
292 Total ACO	30,000	30,000	0	0.0%	22,362	30,000	25,000
294 Total Salary	32,800	35,195	(2,395)	-6.8%	14,040	19,070	6,146
294 Total Other	71,000	66,000	5,000	7.6%	37,266	60,100	84,516
294 Total Tree Warden	103,800	101,195	2,605	2.6%	51,306	79,170	90,662
Total Salaries - Protection	4,179,060	3,755,415	423,645	11.28%	2,614,913	3,451,661	3,342,855
Total Other - Protection	719,875	628,860	91,015	14.47%	450,299	624,240	641,483
Total Protection	4,898,935	4,384,275	514,660	11.74%	3,065,212	4,075,901	3,984,338
	4,898,935	4,384,275	514,660	11.7%	3,065,212	4,075,901	3,984,338

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
300 Total Salary	20,334,940	19,317,480	1,017,460	5.3%	12,734,561	18,529,195	17,596,354
300 Total Other	5,570,715	5,781,205	(210,490)	-3.6%	3,841,963	5,635,187	5,143,020
300 Total Public Schools	25,905,655	25,098,685	806,970	3.2%	16,576,524	24,164,382	22,739,374
320 Total Salary	10,225	10,225	0	0.0%	7,343	10,224	10,062
320 Total Other	0	0	0	0.0%	0	0	0
320 Total School Committee	10,225	10,225	0	0.0%	7,343	10,224	10,062
330 Total Salary	36,500	33,560	2,940	8.8%	31,969	33,575	38,922
330 Total Other	218,265	200,745	17,520	8.7%	134,688	194,540	166,233
330 Total Athletics	254,765	234,305	20,460	8.7%	166,657	228,115	205,155
340 Total Salary	2,700	2,700	0	0.0%	2,700	2,700	2,700
340 Total Other	1,349,670	1,377,455	(27,785)	-2.0%	1,033,216	1,441,835	1,441,835
340 Total Blackstone Valley Tech	1,352,370	1,380,155	(27,785)	-2.0%	1,035,916	1,444,535	1,444,535
341 Total Salary	0	0	0	0.0%	0	0	0
341 Total Other	64,675	115,095	(50,420)	-43.8%	72,985	110,785	81,297
341 Total Norfolk Agricultural Sch	64,675	115,095	(50,420)	-43.8%	72,985	110,785	81,297
Total Salaries - Education	20,384,365	19,363,965	1,020,400	5.3%	12,776,574	18,575,694	17,648,039
Total Other - Education	7,203,325	7,474,500	(271,175)	-3.6%	5,082,851	7,382,347	6,832,385
Total Education	27,587,690	26,838,465	749,225	2.8%	17,859,424	25,958,041	24,480,423
	27,587,690	26,838,465	749,225	2.8%	17,859,424	25,958,041	24,480,423

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
400 Total Salary	281,530	256,210	25,320	9.9%	184,487	250,154	180,561
400 Total Other	34,850	54,100	(19,250)	-35.6%	39,041	53,500	12,445
400 Total Public Works	316,380	310,310	6,070	2.0%	223,528	303,654	193,006
410 Total Salary	1,052,040	1,001,145	50,895	5.1%	695,824	919,600	898,839
410 Total Other	27,200	43,130	(15,930)	-36.9%	9,590	38,600	16,070
410 Total DPW Operations	1,079,240	1,044,275	34,965	3.3%	705,414	958,200	914,908
420 Total Salary	0	0	0	0.0%	0	0	0
420 Total Other	836,200	371,000	465,200	125.4%	266,409	517,000	499,896
420 Total Highway	836,200	371,000	465,200	125.4%	266,409	517,000	499,896
423 Total Salary	99,315	95,540	3,775	4.0%	54,127	81,907	67,291
423 Total Other	180,000	180,000	0	0.0%	264,613	157,690	461,896
423 Total Snow & Ice	279,315	275,540	3,775	1.4%	318,740	239,597	529,187
424 Total Salary	0	0	0	0.0%	0	0	0
424 Total Other	123,000	110,000	13,000	11.8%	67,004	95,000	121,502
424 Total Street Lights & Signals	123,000	110,000	13,000	11.8%	67,004	95,000	121,502
425 Total Salary	0	0	0	0.0%	0	0	0
425 Total Other	205,150	0	205,150	100.0%	0	0	0
425 Total Fleet Maintenance	205,150	0	205,150	100.0%	0	0	0
430 Total Salary	0	0	0	0.0%	0	0	0
430 Total Other	270,300	272,840	(2,540)	-0.9%	204,580	272,500	235,523
430 Total Transfer Station	270,300	272,840	(2,540)	-0.9%	204,580	272,500	235,523
490 Total Salary	27,000	32,400	(5,400)	-16.7%	3,360	31,590	12,242
490 Total Other	59,600	59,000	600	1.0%	28,113	56,700	45,004
490 Total Parks	86,600	91,400	(4,800)	-5.3%	31,473	88,290	57,246

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
491 Total Salary	21,600	21,600	0	0.0%	0	21,060	7,994
491 Total Other	26,700	26,000	700	2.7%	7,012	25,500	21,842
491 Total Cemetery	48,300	47,600	700	1.5%	7,012	46,560	29,836
495 Total Salary	0	0	0	0.0%	0	0	0
495 Total Other	181,500	181,500	0	0.0%	78,597	178,500	172,929
495 Total Fuel	181,500	181,500	0	0.0%	78,597	178,500	172,929
Total Salaries - Public Works	1,481,485	1,406,895	74,590	5.30%	937,798	1,304,311	1,166,927
Total Other - Public Works	1,944,500	1,297,570	646,930	49.86%	964,960	1,394,990	1,587,106
Total Public Works	3,425,985	2,704,465	721,520	26.68%	1,902,758	2,699,301	2,754,032
	3,425,985	2,704,465	721,520	26.7%	1,902,758	2,699,301	2,754,032
510 Total Salary	143,625	135,810	7,815	5.8%	99,388	71,365	87,419
510 Total Other	37,300	39,000	(1,700)	-4.4%	17,804	90,090	54,948
510 Total BoH	180,925	174,810	6,115	3.5%	117,192	161,455	142,368
541 Total Salary	165,110	157,830	7,280	4.6%	118,627	162,000	161,820
541 Total Other	63,140	73,370	(10,230)	-13.9%	33,163	69,200	50,883
541 Total COA	228,250	231,200	(2,950)	-1.3%	151,790	231,200	212,703
543 Total Salary	0	0	0	0.0%	0	0	0
543 Total Other	161,000	162,000	(1,000)	-0.6%	79,954	185,000	119,899
543 Total Veterans	161,000	162,000	(1,000)	-0.6%	79,954	185,000	119,899
549 Total Salary	0	0	0	0.0%	0	0	0
549 Total Other	0	0	0	0.0%	0	500	100
549 Total Disability Commission	0	0	0	0.0%	0	500	100
Total Salaries - Health Services	308,735	293,640	15,095	5.14%	218,015	233,365	249,239
Total Other - Health Services	261,440	274,370	(12,930)	-4.71%	130,920	344,790	225,831
Total Health Services	570,175	568,010	2,165	0.38%	348,936	578,155	475,070
	570,175	568,010	2,165	0.4%	348,936	578,155	475,070

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
610 Total Salary	372,560	347,105	25,455	7.3%	242,190	328,990	321,138
610 Total Other	199,795	197,335	2,460	1.2%	134,070	189,905	188,924
610 Total Library	572,355	544,440	27,915	5.1%	376,260	518,895	510,063
670 Total Salary	90,000	73,895	16,105	21.8%	42,846	72,680	66,406
670 Total Other	53,360	53,785	(425)	-0.8%	32,222	51,550	50,626
670 Total Asa Waters	143,360	127,680	15,680	12.3%	75,068	124,230	117,032
691 Total Salary	0	0	0	0.0%	0	0	0
691 Total Other	0	0	0	0.0%	0	250	0
691 Total Historical Comm	0	0	0	0.0%	0	250	0
692 Total Salary	0	0	0	0.0%	0	0	0
692 Total Other	0	0	0	0.0%	0	3,000	818
692 Total Public Celebrations	0	0	0	0.0%	0	3,000	818
Total Salaries - Culture & Rec	462,560	421,000	41,560	9.87%	285,036	401,670	387,545
Total Other - Culture & Rec	253,155	251,120	2,035	0.81%	166,292	244,705	240,368
Total Culture & Rec	715,715	672,120	43,595	6.49%	451,328	646,375	627,912
	715,715	672,120	43,595	6.5%	451,328	646,375	627,912

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
710 Total Salary	0	0	0	0.0%	0	0	0
710 Total Other	6,617,000	6,399,500	217,500	3.4%	6,399,496	3,926,139	3,377,974
710 Total Debt & Interest	6,617,000	6,399,500	217,500	3.4%	6,399,496	3,926,139	3,377,974
911 Total Salary	0	0	0	0.0%	0	0	0
911 Total Other	2,823,690	2,594,080	229,610	8.9%	2,594,078	2,429,017	2,429,017
911 Total County Retirement Assmt	2,823,690	2,594,080	229,610	8.9%	2,594,078	2,429,017	2,429,017
912 Total Salary	0	0	0	0.0%	0	0	0
912 Total Other	766,485	774,200	(7,715)	-1.0%	760,231	642,980	582,176
912 Total Other Insurance	766,485	774,200	(7,715)	-1.0%	760,231	642,980	582,176
915 Total Salary	0	0	0	0.0%	0	0	0
915 Total Other	6,684,230	6,132,400	551,830	9.0%	4,884,862	5,591,862	5,591,860
915 Total Employee Benefits	6,684,230	6,132,400	551,830	9.0%	4,884,862	5,591,862	5,591,860
Total Salaries - Administration	0	0	0	0.00%	0	0	0
Total Other - Administration	16,891,405	15,900,180	991,225	6.23%	14,638,667	12,589,999	11,981,027
Total Administration	16,891,405	15,900,180	991,225	6.23%	14,638,667	12,589,999	11,981,027
132 Total Salary	75,000	0	75,000	100.0%	0	0	0
132 Total Other	110,000	110,000	0	0.0%	4,900	75,000	48,450
132 Total Reserve Fund	185,000	110,000	75,000	68.2%	4,900	75,000	48,450

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Total Salaries - Town Government	1,599,730	1,452,970	146,760	10.1%	927,019	1,508,766	1,414,836
Total Salaries - Protection	4,179,060	3,755,415	423,645	11.3%	2,614,913	3,451,661	3,342,855
Total Salaries - Education	20,384,365	19,363,965	1,020,400	5.3%	12,776,574	18,575,694	17,648,039
Total Salaries - Public Works	1,481,485	1,406,895	74,590	5.3%	937,798	1,304,311	1,166,927
Total Salaries - Health Services	308,735	293,640	15,095	5.1%	218,015	233,365	249,239
Total Salaries - Culture & Rec	462,560	421,000	41,560	9.9%	285,036	401,670	387,545
Total Salaries	28,415,935	26,693,885	1,722,050	6.5%	17,759,355	25,475,467	24,209,440
Total Other - Town Government	968,765	842,075	126,690	15.0%	640,090	835,215	684,218
Total Other - Protection	719,875	628,860	91,015	14.5%	450,299	624,240	641,483
Total Other - Public Works	1,944,500	1,297,570	646,930	49.9%	964,960	1,394,990	1,587,106
Total Other - Health Services	261,440	274,370	(12,930)	-4.7%	130,920	344,790	225,831
Total Other - Culture & Rec	253,155	251,120	2,035	0.8%	166,292	244,705	240,368
Total Town Other	4,147,735	3,293,995	853,740	25.9%	2,352,561	3,443,940	3,379,005
Total Town Government	2,568,495	2,295,045	273,450	11.9%	1,567,109	2,343,981	2,099,054
Total Protection	4,898,935	4,384,275	514,660	11.7%	3,065,212	4,075,901	3,984,338
Total Public Works	3,425,985	2,704,465	721,520	26.7%	1,902,758	2,699,301	2,754,032
Total Health Services	570,175	568,010	2,165	0.4%	348,936	578,155	475,070
Total Culture & Rec	715,715	672,120	43,595	6.5%	451,328	646,375	627,912
Total Town Expenses	12,179,305	10,623,915	1,555,390	14.6%	7,335,343	10,343,713	9,940,406
Total Other - Education	7,203,325	7,474,500	(271,175)	-3.6%	5,082,851	7,382,347	6,832,385
Total Other - Administration	16,891,405	15,900,180	991,225	6.2%	14,638,667	12,589,999	11,981,027
Total Reserve Fund	185,000	110,000	75,000	68.2%	4,900	75,000	48,450
Total Other Costs	24,279,730	23,484,680	795,050	3.4%	19,726,418	20,047,346	18,861,862
Total Expenses	56,843,400	53,472,560	3,370,840	6.3%	39,833,434	48,966,752	46,401,856

Budget Summary

	FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
440 Total Salary	328,285	331,355	(3,070)	-0.9%	196,304	323,935	174,165
440 Total Other	2,178,470	2,163,040	15,430	0.7%	2,110,557	1,919,020	1,612,619
440 Total Sewer	2,506,755	2,494,395	12,360	0.5%	2,306,861	2,242,955	1,786,784
Transfer to GF - Debt Service	1,138,024	953,511					
Transfer to GF - Indirect Costs	454,516	422,617					
Total Appropriation	4,099,295	3,870,523					
432 Total Salary	0	0	0	0.0%	0	0	0
432 Total Other	567,860	0	567,860	100.0%	0	0	0
432 Total MS4 Enterprise	567,860	0	0	0.0%	0	0	0
Transfer to GF - Debt Service	107,250	0					
Transfer to GF - Indirect Costs	0	0					
Total Appropriation	675,110	0					
156 Total Salary	138,995	136,595	2,400	1.8%	92,410	106,990	95,494
156 Total Other	114,900	114,600	300	0.3%	32,939	113,400	29,038
156 Total Cable Public Access	253,895	251,195	2,700	1.1%	125,349	220,390	124,532

Article	Amount	Funding Source
1 Town Reports		
2 Stormwater MS4 Enterprise Budget	\$675,110.00	User Fees
3 Sewer Enterprise Budget	\$4,116,314.00	User Fees
4 General Fund Budget	\$56,754,090.00	Raise & Appropriate
Financial (Non-Capital) Consent Agenda:		
5 Cable Budget	\$253,895.00	Cable Fund
6 Transfer to Ch90 Supplement	\$700,000.00	Free Cash
7 Transfer to Stabilization	\$200,000.00	Free Cash
8 Transfer to Sewer Stabilization	\$50,000.00	Sewer Retained Earnings
9 Transfer to Health Insurance Stabilization	\$50,000.00	Free Cash
10 Revolving Update: Inspections		
11 Revolving Limits Reauthorization		
12 Reauthorize Old Articles		
13 Sewer Main Break FY24 Funds Expended	\$385,383.78	Sewer Retained Earnings
14 Snow & Ice FY24	\$200,000.00	Free Cash
New Business (Non-Consent Group):		
15 Old Bills – Verizon, Worldband	\$128.99	FY24 Funds
16 Opioid Funds: Rescind Stabilization; transfer balance	\$85,630.82	Opioid Stabilization
17 General Bylaw update – FinCom Bylaw update		
18 General Bylaw update – Audit Firm		
19 General Bylaw update – Old Articles update		
20 Vehicle Lease Reauthorization		
21 Municipal Lien Charges – MS4		
22 Abatements for National Guard/Reserve		
23 Increase Exemption Limits Blind/Veterans/Senior		
24 Solar Pilot – Authorization to Negotiate		
25 Solar Pilot – Re-authorization		
26 Conservation Land Encroachment/Release		
27 2 Fire Trucks	\$2,000,000.00	Borrow
28 Paving & Millbury/Howe Ave intersection remediation	\$400,000.00	Borrow
29 BVT Debt Authorization		
Capital Consent Agenda:		
30 School Technology	\$150,000.00	Free Cash
31 Town Technology	\$65,000.00	Free Cash
32 Town Furniture Replacement	\$40,000.00	Free Cash
33 Document Scanning (Planning & Conservation)	\$50,000.00	Free Cash
34 Driveway Lighting at Town Hall	\$12,000.00	Free Cash
35 Asa Waters Gutters	\$40,000.00	Free Cash
36 Library Carpet Phase 1 (Childrens Room)	\$10,000.00	Free Cash
37 Senior Center HVAC Upgrades	\$90,000.00	Free Cash
38 Real Estate Revaluation	\$75,000.00	Free Cash
39 Fire Personal Protective Gear	\$88,000.00	Free Cash
40 Fire Pagers	\$5,000.00	Free Cash
41 Police Firearms	\$35,000.00	Free Cash
42 Police Radios	\$30,000.00	Free Cash
43 Cemetery Expansion	\$500,000.00	Free Cash
44 Fire Panel at Elmwood	\$100,000.00	Free Cash

Totals:

Balance Available in Fund Approval Amount

	\$128.99	Use of FY24 Funds
\$2,911,002.00	\$2,440,000.00	Free Cash
\$1,612,519.00	\$435,383.78	Sewer Retained Earnings
\$1,273,484.19	\$253,895.00	Cable Fund
\$85,630.82	\$85,630.82	Opioid Funds
	\$2,400,000.00	Borrowing
	\$5,361,143.59	

**Budget Worksheet
114-Moderator**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-114-5111-000000	Moderator Elected	205	205		0	0.00%	0	205	205
	Total Salary	205	205		0	0.00%	0	205	205
	Total Other	0	0		0	0.00%	0	0	0
	Total Moderator	205	205		0	0.00%	0	205	205
Notes:									

Budget Worksheet
122-Selectmen

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-122-5111-000000	Selectmen Elected	16,800	16,800		0	0.00%	12,600	16,800	16,550
001-122-5200-000000	Selectmen Utilities	540	540		0	0.00%		505	456
001-122-5400-000000	Selectmen Supplies	1,000	1,000		0	0.00%	685	1,000	1,420
001-122-5700-000000	Selectmen Professional Development	2,500	3,500		(1,000)	-28.57%	2,663	3,500	2,600
	Other Misc Expenses -History								
	Total Salary	16,800	16,800		0	0.00%	12,600	16,800	16,550
	Total Other	4,040	5,040		(1,000)	-19.84%	3,348	5,005	4,475
	Total Selectmen	20,840	21,840		(1,000)	-4.58%	15,948	21,805	21,025
Notes:									
Salaries: Chair \$350/mo; Vice Chair \$300/mo; 3 members \$250/mo									
Utilities: Chair Cell Phone \$42/mo									
Supplies: ipad maintenance; recognition supplies									
Professional Development: MMA Conference & MMA Dues									

**Budget Worksheet
123-Town Manager**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-123-5112-000000	Town Manager Salary	295,000	282,945		12,055	4.26%	141,969	267,590	258,645
001-123-5114-000000	Town Manager Hourly	62,120	61,200		920	1.50%	47,528	60,000	65,534
001-123-5116-000000	Town Manager Hourly-Intern	5,000			5,000	100.00%			
001-123-5190-000000	Town Manager Stipend	5,000	4,800		200	4.17%	800	4,800	4,800
001-123-5200-000000	Town Manager Utilities	3,800	3,800		0	0.00%	1,041	3,515	3,512
001-123-5400-000000	Town Manager Supplies	9,000	13,700		(4,700)	-34.31%	4,895	13,700	14,962
001-123-5500-000000	Town Manager Recognitions	4,000	3,000		1,000	100.00%	3,399		
001-123-5700-000000	Town Manager Prof Development	7,500	17,000		(9,500)	-55.88%	14,019	17,000	9,771
	Other Misc Expenses -History								
	Total Salary	367,120	348,945		18,175	5.21%	190,297	332,390	328,979
	Total Other	24,300	37,500		(13,200)	-35.20%	23,354	34,215	28,245
	Total Town Manager	391,420	386,445		4,975	1.29%	213,651	366,605	357,224
Notes:									
Salary: Manager Estimated for New Hire; Dep TM/HR Director New Hire									
Hourly: Administrative Assistant									
Utilities: Copier Lease \$159/mo; Copier svc Contract avg \$110/mo; Cell Phone \$47/mo									
Supplies: Office Supplies; Warrant Printing/Mailing \$3,000x2; Town Reports \$2,700 *transfer \$1,000 to Facilities									
Recognition: Employee Service awards & Recognition; Memorial Day celebrations									
Retirement Benefit \$5000 moved to Stipend line; Conferences/Training/Dues \$7500									

**Budget Worksheet
131-Finance Comm**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-131-5116-000000	Meeting Secretary	2,000	1,445		555	38.41%	1,524	1,445	1,010
001-131-5500-000000	Finance Comm Expenses	75			75	7500.00%			
001-131-5700-000000	Finance Comm Professional Developme	925	500		425	85.00%	481	300	262
	Other Misc Expenses -History								
	Total Salary	2,000	1,445		555	38.41%	1,524	1,445	1,010
	Total Other	1,000	500		500	100.00%	481	300	262
	Total Town Finance Comm	3,000	1,945		1,055	54.24%	2,005	1,745	1,272
Notes:									
Meeting Secretary: est 20 meetings @ \$25 (increased from 21)									
Expenses: Dues \$225; Finance Committee Training 3@\$65 each; mileage									

**Budget Worksheet
132-Reserve Fund**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-132-5969-000000	Salary Reserve	75,000			75,000	100.00%			
001-132-5960-000000	Reserve Fund	110,000	110,000		0	0.00%	4,900	75,000	48,450
	Total Salary	75,000	0		75,000	100.00%	0	0	0
	Total Other	110,000	110,000		0	0.00%	4,900	75,000	48,450
	Total Reserve Fund	185,000	110,000		75,000	68.18%	4,900	75,000	48,450
Notes:									

**Budget Worksheet
135-Finance Dept**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-135-5112-000000	Finance Dept Salary	120,000	164,325		(44,325)	-26.97%	112,442	165,240	166,586
001-135-5114-000000	Finance Dept Hourly	62,135			62,135	100.00%			
001-135-5116-000000	Finance Dept Special Projects		6,000		(6,000)	-100.00%	2,220	5,850	4,219
001-135-5300-000000	Finance Dept Professional Services	5,250	5,000		250	5.00%	4,531	7,500	4,475
001-135-5400-000000	Finance Dept Supplies	1,000	1,500		(500)	-33.33%	291	1,500	2,171
001-135-5700-000000	Finance Dept Professional Development	4,240	3,540		700	19.77%	368	3,230	2,158
	Other Misc Expenses -History								
	Total Salary	182,135	170,325		11,810	6.93%	114,662	171,090	170,805
	Total Other	10,490	10,040		450	4.48%	5,190	12,230	8,804
	Total Finance Dept	192,625	180,365		12,260	6.80%	119,851	183,320	179,609
Notes:									
Salary: Director Market Adjustment; Assistant reduced for new hire moved to hourly line									
Hourly: FT Assistant replaced with PT 23hrs and PT Office Assistant 19hrs									
Special Projects: Intern 8 hrs/wk @ minimum wage (eliminated)									
Professional Services: Fixed Assets update \$2500, OPEB update \$5,250 anticipated increase for first reval year									
Supplies: printer supplies,1099 forms, folders, storage boxes, etc; *transfer \$500 to Facilities									
Travel: March 140 miles + \$300 hotel, June 225 miles + \$325 hotel, Capital Proj 100 miles, Procurement 120 miles + parking, update/misc									
Training/Conferences: March Conference \$355x2; June Annual Mtg \$190x1; Fall Conference \$85x1; UMAS training for Asst \$900; Procurement \$500 (Year 3 recert); Law update/misc *Adding Training for Asst Acct									
Dues: Massachusetts Municipal Auditors and Accountants Assoc \$80x2									

**Budget Worksheet
136-Audit**

		FY25								
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23	
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual	
		38,500	38,000					37,500		
001-136-5300-000000	Town Audit					500	1.32%		38,000	37,500
	Other Misc Expenses -History									
	Total Salary	0	0		0	0.00%	0	0	0	
	Total Other	38,500	38,000		500	1.32%	38,000	37,500	37,500	
	Total Town Audit	38,500	38,000		500	1.32%	38,000	37,500	37,500	
Notes:										

Budget Worksheet
141-Assessor

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-141-5111-000000	Assessors Elected	7,650	7,650		0	0.00%	5,738	7,650	7,438
001-141-5112-000000	Assessor Salary	81,700	80,500		1,200	1.49%	58,687	78,505	77,548
001-141-5114-000000	Assessor Hourly	44,740	42,380		2,360	5.57%	30,829	45,452	37,352
001-141-5190-000000	Assessor Certification Stipend	750	750		0	0.00%		750	750
001-141-5300-000000	Assessor Professional Services	38,935	29,000		9,935	34.26%	31,783	29,000	27,917
001-141-5400-000000	Assessor Office Supplies	1,830	1,500		330	22.00%	2,439	1,500	1,999
001-141-5700-000000	Assessor Professional Development	1,920	1,500		420	28.00%	1,122	1,500	2,060
	Other Misc Expenses -History								
	Total Salary	134,840	131,280		3,560	2.71%	95,254	132,357	123,087
	Total Other	42,685	32,000		10,685	33.39%	35,344	32,000	31,976
	Total Assessor	177,525	163,280		14,245	8.72%	130,598	164,357	155,063
Notes:									
Salary: Assessor; Head Clerk 35 hrs @step 4 Jul-Jan; step 5 Jan-Jun									
Professional Services: Personal Property \$13,600 (Account listing/valuation + public utility appraisals Reval Year); File Maintenance \$2,000; Real Estate 500 Cyclical Inspections \$13,000: Sales Analysis \$5,000; Multiple Listing Service \$348; Vision PRC upload to website \$525; Ownership upload (nightly) to website \$1,000 ; Vision GIS Module set-up \$3,000 (one-time fee) plus annual maintenence \$984; PushPin add-on to NearMap (≈16¢ per parcel x 6,000) \$1,000									
Office Supplies: Printer supplies, Envelopes, Yearly forms & applications, Annual Exemption Packets *transfer \$500 to Facilities									
Dues: Massachusetts Association of Assessing Officers \$160, Worcester County Assessors Association \$36									
Training/Conferences: WCAA Annual Meeting \$80x1; MAAO Summer/Winter Conference \$325x1; MAAO-Course \$550; Clerk's Meetings/Workshops \$75x2; Inter-County Assessors Meetings \$75 x 2; DOR Updates \$100x2; mileage									

Budget Worksheet
146-Treasurer - Collector

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-146-5112-000000	Treasurer/Collector Salary	145,190	139,715		5,475	3.92%	102,083	136,976	136,975
001-146-5114-000000	Treasurer/Collector Hourly	47,780	46,210		1,570	3.40%	33,769	89,414	85,848
001-146-5130-000000	Treasurer/Collector OT				0	0.00%			
001-146-5190-000000	Treasurer/Collector Certification Stipend	4,000	4,000		0	0.00%		4,000	4,000
001-146-5300-000000	Treasurer Professional Services	59,375	63,525		(4,150)	-6.53%	26,504	47,925	36,644
001-146-5400-000000	Treasurer/Collector Office Supplies	22,000	24,000		(2,000)	-8.33%	16,424	23,500	22,722
001-146-5700-000000	Treasurer/Collector Prof Development	4,435	3,675		760	20.68%	2,032	3,475	1,168
	Other Misc Expenses -History								
	Total Salary	196,970	189,925		7,045	3.71%	135,852	230,390	226,823
	Total Other	85,810	91,200		(5,390)	-5.91%	44,959	74,900	60,534
	Total Treasurer/Collector	282,780	281,125		1,655	0.59%	180,811	305,290	287,357
Notes:									
See Summary Tab									
New Payroll Technology to offset Payroll Staffing; Reduced Payroll to BiWeekly Townwide									

**Budget Worksheet
146-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
PROFESSIONAL SERVICES		59,375					
Property Related Services; Tax Takings	3,675		3,675	3,675	3,675	3,675	35 Tax Takings
Payroll Service	44,700		47,700	34,000	34,000	33,500	1500/mo T&A; 900/biwk payroll (plus three supplementals); 3000 ACA reporting/W2s
LockBox			0	1,500	1,500	1,500	
Fiscal Advisory Fees	5,000		5,000	4,500	4,500	4,050	Annual Reporting for bond rating
Unemployment Management			0	750	750	700	Now part of MIIA plan
Kelley & Ryan Printing	5,000		3,650				RE/PP Bill Printing
Copier Service Plan	1,000		3,500	3,500			(no lease, own outright)
SUPPLIES		22,000					
Paper, Envelopes, Toner	6,500		10,000	11,000	11,000	10,000	*transfer \$1,500 to Facilities
Postage for Mailing Excise, Property & RE bills	15,500		14,000	12,500	11,500	11,500	Number of bills & postage rates increasing
PROFESSIONAL DEVELOPMENT		4,435					
TRAINING AND CONFERENCES							
Fall, Winter, Spring Meetings @270 each	810		810	810	810	810	
Annual MCTA	350		300	200	200	200	
Umass School	350		330	330	330	330	
Conference Center School	400		400	400	400	400	
MMA Annual Meeting	350		350	350	350	350	
Mileage/Hotels Umass & Cape	500		410	410	408	408	
Mileage(Denise) \$50.00 month personal use of vehicle to Bank ect.	600						
DUES							
MCTA	200		200	200	200	200	
Wocrester County T/C Assoc	200		200	100	100	100	
CERTIFICATIONS / LICENSE							
4 Surety Bonds	675		675	675	675	675	
TOTAL		85,810	91,200	74,900	70,398	68,398	(5,390)

Budget Worksheet
151-Legal

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
		150,000	100,000					145,000	
001-151-5300-000000	Legal Services				50,000	50.00%	98,303		67,706
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	150,000	100,000		50,000	50.00%	98,303	145,000	67,706
	Total Legal	150,000	100,000		50,000	50.00%	98,303	145,000	67,706
Notes:									
Rate increase from \$215 to \$220?									

Budget Worksheet
152-Personnel HR

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-152-5112-000000	Personnel/HR Salary				0	0.00%		0	
001-152-5200-000000	Personnel/HR Utilities	540	540		0	0.00%	317	0	420
001-152-5400-000000	Personnel/HR Supplies	2,000	1,000		1,000	100.00%	1,705	1,000	1,961
001-152-5500-000000	Personnel/HR Expenses	4,000	5,500		(1,500)	-27.27%	407	5,500	1,598
001-152-5700-000000	Personnel/HR Professional Development	2,000	2,500		(500)	-20.00%	1,181	2,500	3,653
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	8,540	9,540		(1,000)	-10.48%	3,611	9,000	7,632
	Total Personnel/HR	8,540	9,540		(1,000)	-10.48%	3,611	9,000	7,632
Notes:									
Salary for Deputy/HR Director budgeted under Manager									

**Budget Worksheet
155-Technology**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-155-5116-000000	IT Hourly	21,195			21,195	100.00%			
001-155-5200-000000	IT Utilities	31,644	25,515		6,129	24.02%	16,293	24,490	20,320
001-155-5300-000000	IT Professional Services	171,060	166,985		4,075	19.62%	122,221	137,885	127,625
001-155-5400-000000	IT Supplies	16,500	16,500		0	0.00%	7,442	16,500	12,436
001-155-5500-000000	IT Software Contracts	151,631	122,945		28,686	23.33%	124,556	116,375	129,016
	Other Misc Expenses -History								
	Total Salary	21,195	0		21,195	100.00%	0	0	0
	Total Other	370,835	331,945		38,890	11.72%	270,513	295,250	289,399
	Total Technology	392,030	331,945		60,085	18.10%	270,513	295,250	289,399
Notes:									
See Summary Page									

**Budget Worksheet
155-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGES
UTILITIES		31,644					
Verizon Fios -TH	1,920		1,920	1,920	1,920		
Granite	6,420		6,660	6,660			
ESI -Town	3,420		4,995	3,996			adj for Sr Center upgrade
ESI -Sr Ctr	1,620						
ESI -Fire	3,420						
Verizon Fios -Fire	7,200		1,920	1,920	1,920		
Verizon Business (Long Distance)	120		120	120			
Verizon Phones	2,400		6,120	6,120			Adj for PD OneTalk
Charter/Time Warner	144		120	96			
Charter	4,980		5,580	5,580			
CONTRACTED PROFESSIONAL SERVICES		171,060					
Worldband 200users*12	36,000		27,905	19,605	19,605		Microsoft 365
Worldband 6400*12 no escalation	76,800		76,650	76,651	76,650		Support Services
Worldband	40,500		40,500				Azure Cloud includes PD
Worldband	10,260		10,260				Firewalls/Domains/Backups
Misc On Call Services	7,500		10,000	39,960	39,960		
Website Upgrade			1,670	1,667	1,667		FY24 year 3 of 3
SUPPLIES		16,500					
Cables & Parts	2,500		2,500	2,500	2,500	2,500	
Laptop or Printer Replacement	14,000		14,000	14,000	14,000	13,000	

**Budget Worksheet
155-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGES
SOFTWARE/CONTRACTS		151,631					
Civic Plus	6,090		5,075	4,400	4,000	4,000	Website Hosting Annual Fee
VADAR	8,025		8,025	8,025	8,100	8,025	Collector & CRT
VADAR	1,445		1,445	1,445	1,500	1,445	Abatements/Exemptions
VADAR	1,770		1,770	1,770	1,800	1,768	Utility Billing/Collections
VADAR	990		990				Boat
VADAR	11,780		11,780	11,780			Accounting (incl 9 cloud) yr 3/6
VADAR	7,800		7,800	7,150			Cloud Users (9+3)
Infinite Visions (Replaced FY22)					16,550	15,770	
Vision	4,577		3,555	3,555	3,000	2,833	Assessors WebHosting-Prop Cards
Vision	10,182		7,860	7,860	6,300	6,015	Assessors RE
Vision	4,000				600		Assessors Cloud Hosting
Nearmap	7,500						
Tritech/Central Square Software	21,450		18,230	17,500	17,000	15,700	Police IMC software
Integration Partners/ConvergeOne	840		750	750	750	730	Police -CJIS
Systemworks	2,232		1,700	1,700			Police Scheduler
Equature	1,610						911 Phone Recording System
Axon	3,000		3,000				Video Conversion Software (PD)
Opengov/Viewpoint	26,980		24,135	22,000	22,000	20,000	Building - Permits
FOIA Direct	2,000		2,000	2,000	2,000	2,000	Clerk-Public Records
LL Data Designs (495 annual after install)	495		495	2,740	0		Clerk-Dog Licenses
LL Data Designs/NewCom	400		400	400	400	400	Cemetery -Plot records
Fireprograms	1,177		1,020	1,000	950	905	Fire Incident Reporting
Tighe & Bond	3,500		3,500	3,500	3,500	3,500	GIS Web Hosting
Revalent	2,380						BoH
SeeClickFix	0		5,365	5,200	4,035	4,425	DPW/Mgr Inform
HeroHQ	3,500		0	0			Building Maintenance System
Onsolve	8,608		7,250	6,800	6,300	6,300	CodeRed -push notifications
Optec Displays	350		350	350			Town Center Sign
MySeniorCenter	1,900		1,800	1,800			Senior Ctr Database
CMRPC	4,550		4,200				GIS Updates
Adobe Pro Licenses	2,500		450	450			
CMRPC Assessment				4,200			**Moved to Planner**
TOTAL		370,835	333,865	297,170	253,167	109,316	117,668

**Budget Worksheet
161-Town Clerk**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-161-5112-00000	Town Clerk Salary	138,600	133,330		5,270	3.95%	97,417	130,715	125,206
001-161-5114-00000	Town Clerk Hourly	68,690	75,510		(6,820)	-9.03%	40,630	73,105	72,263
001-161-5190-0000	Town Clerk Certification Stipend	4,500	4,500		0	0.00%	4,500	4,500	4,500
001-161-5200-00000	Town Clerk Utilities	540	505		35	6.93%	336	505	504
001-161-5300-00000	Town Clerk Professional Services	12,300	11,180		1,120	10.02%	7,914	12,680	3,392
001-161-5400-00000	Town Clerk Office Supplies	6,320	9,360		(3,040)	-32.48%	3,136	11,810	9,102
001-161-5500-00000	Town Clerk Expenses				0	0.00%			220
001-161-5700-00000	Town Clerk Professional Development	8,100	7,425		675	9.09%	6,022	6,985	5,311
	Other Misc Expenses -History								
	Total Salary	211,790	213,340		(1,550)	-0.73%	142,547	208,320	201,969
	Total Other	27,260	28,470		(1,210)	-4.25%	17,409	31,980	18,529
	Total Town Clerk	239,050	241,810		(2,760)	-1.14%	159,956	240,300	220,498
Notes:									
See Summary Tab									

**Budget Worksheet
161-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
UTILITIES		540					
Cell Phone (\$42/mo)	540		505	505	504		
				0	3,912		PY Postage Machine
				0	3,768		PY Copy Machine
PROFESSIONAL SERVICES		12,300					
LHS- Street Listings	500		0	1,400	1,400		PDF Public 250/ PDF Master250 (cannot do online)
LHS- Census	2,500		2,300	2,000	2,700		
LHS- Postage Census	3,400		2,900	2,800	2,800		
NE TimeClock - repair service as needed	300		300	300	300		
Kofile - Preservation of Records	2,000		4,000	3,750	2,500		Stable/ Next Year will increase
King Information Systems - Audit	1,600		1,200	1,950	2,550		800 a day CIP Vault Maps
Code Publishing - Charter & Gen Bylaw updates	2,000		480	480	1,000		695.00 Fee + Bylaws
					20,500		PY Postage
SUPPLIES		6,320					
Paper, Envelopes, Toner	4,000		5,700	5,000	4,225		*transfer \$1,000 to Facilities
King Information Systems - Storage Boxes	400		1,200	3,600			12 per case 58.44 + shipping
IBA - Letterhead & Envelopes	1,200		1,000	1,990	1,100		
Inform Business Sys - Parking Tickets			0	400	450		Moved to PD
Inform Business Sys - Civil Dispositions			800	400	450		Moved to Building Dept
National Band & Tag	300		240	240	275		
RR Donnelly - Vitals Paper	420		420	180	375		\$210/box = 1000 certificates
					3,500		PY Copier & Postage Supplies

**Budget Worksheet
161-Summary**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
PROFESSIONAL DEVELOPMENT	8,100					
TRAINING AND CONFERENCES				2,000		
Worcester County CTC Assoc (4x/yr TC & Asst)	360	400	360			Conference Meals inflation
NE	1,000	1,000	1,000			
NEMCI	1,300	2,000	2,000			
MMA	500	425	395			
Plymouth	1,075	830	785			
Springfield	1,075	960	1,090			
Devens	1,075	760	580			
Mileage	550					
DUES						
MTCA (\$100 +3@\$25)	175	125	175	200		
Worcester County CTC Assoc	75	50	50	50		
IIMC	435	315	290	500		
NEACTC	180	60	60	120		
MMA	200		100			
CERTIFICATIONS / LICENSE						
1 Surety Bonds	100	100	100	100		
Notary Renewals	0	400		400		
TOTAL	27,260	28,470	31,980	55,679	0	(1,210)

Budget Worksheet
162-Elections & Registrars

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-162-5116-00000	Elections Poll Workers	22,458	12,260		10,198	83.18%	5,432	33,865	14,657
001-162-5130-00000	Elections Overtime	1,722	2,120		(398)	100.00%		0	
001-162-5300-00000	Elections Other Services	9,280	7,655		1,625	21.23%	933	10,534	2,603
001-162-5400-00000	Elections Supplies	2,620	1,310		1,310	100.00%	567	945	792
001-162-5500-00000	Elections Expenses	24,650	23,350		1,300	5.57%	6,990	24,950	17,640
	Other Misc Expenses -History								
	Total Salary	24,180	14,380		9,800	68.15%	5,432	33,865	14,657
	Total Other	36,550	32,315		4,235	13.11%	8,490	36,429	21,035
	Total Elect. & Registr.	60,730	46,695		14,035	30.06%	13,922	70,294	35,692
Notes:									
Usually budget 2 local elections									
FY23 included State and Prelim Fed Election (not in FY24); FY25 includes Primary & Presidential Election									
Police Details in Police Salary \$10,500									

**Budget Worksheet
162-Summary**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
Local Elections	2	2	2	2	2	
Primary Elections	1	1	1	0	0	
Major Elections	1	0	1	0	1	
Town Meetings	3	3	2	2	2	

PROFESSIONAL SERVICES		9,280				
Custodians:						
Local Elections 2 @ \$40/hr/day	3,840	3,840	3,840	3,840	3,840	
Primary Elections 2 @ \$40/hr/day	1,920	1,920	1,920	0	0	
Early Voting Primary Elections 2@\$40/hr/6hrs	0	0	480	960	480	
Major Elections 2 @ \$40/hr/day	1,920	0	1,920	0	1,920	
Early Voting Major Elections 2@\$40/hr/6hrs	0	0	480	960	480	
Town Meeting 1 @\$40/hr/10hrs (2 days)	800	800	800	800	400	
Town Meeting 1 @\$40/hr/10hrs (1 days)	400	400	400	800	400	
				2,582	2,955	Duplicated costs with Election workers
				5,000	9,600	PY Police Details
Constables \$50 x5 elections, 3TM days		350	350	250	300	Moved to Salary line
Gatehouse Media Advertising 7 @\$56	400	344	344	304	400	New rates variable, average rates

SUPPLIES		2,620				
Marking Pens, Stickers, Misc Supplies	1,600	800	600	1,500	1,400	
Automark Ink	200	100	40	200		4 Cartridges
PollPad Supplies: Thermal Paper, Labels, etc	520	260	260	250	340	
DS200 Voting Machines: Paper Rolls, Cleaning Kit, etc	300	150	45	250	740	

**Budget Worksheet
162-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
	EXPENSES	24,650					
MHS Meals (\$900/ election)	3,600		2,700	3,600	2,000	3,000	prior budget 1000x2 or 3
Gorettis (\$200/election)	800		600	800	400	600	
ES&S Ballots (Local only)	6,000		6,000	8,400	3,600	2,245	price increase from 0.28 to 0.51 with new machine
Media DS200 & Automark (\$1500/election)	6,000		4,500	6,400	6,400	6,700	
Maintenance DS200	1,000		1,000	1,000	1,500	1,000	
LHS: PollPad Annual service; ES&S Voting Machine	6,250		5,550	1,250	3,600	2,000	
Maintenance Agreement							
Absentee & Mail-in voting Postage			2,500	3,500	2,200	1,700	
Poll Workers Training	1,000		500		500	500	
	TOTAL	36,550	32,314	36,429	37,896	41,000	4,236

**Budget Worksheet
177-Town Planner**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-175-5111-00000	Planning Elected	12,815	12,815		0	100.00%	9,184	12,815	12,174
001-177-5112-00000	Planning Dept Salary	159,650	128,480		31,170	24.26%	64,357	154,437	88,571
001-177-5114-00000	Planning Dept Hourly	78,485	75,615		2,870	3.80%	55,451	87,898	98,208
001-177-5130-00000	Planning Dept OT				0	0.00%			46
001-177-5300-00000	Planning Dept Professional Svc/Consulting	9,375	5,000		4,375	100.00%		0	
001-177-5400-00000	Planning Dept Office Supplies	1,500	3,000		(1,500)	-50.00%	1,045	3,000	2,054
001-177-5500-00000	Planning Dept Expenses	5,000	5,000		0	0.00%	1,516	5,000	3,432
001-177-5700-00000	Planning Dept Professional Development	3,500	7,615		(4,115)	-54.04%	4,804	3,350	2,032
	Other Misc Expenses -History								
	Total Salary	250,950	216,910		34,040	15.69%	128,991	255,150	198,999
	Total Other	19,375	20,615		(1,240)	-6.02%	7,365	11,350	7,518
	Total Planning Department	270,325	237,525		32,800	13.81%	136,357	266,500	206,517
Notes:									
Elected: 5 members @ 2563 ea									
Salary: Town Planner; Assistant Town Planner increased to 40 hrs/wk									
Hourly:-Head Clerk 35 hrs @step 7 (offset with ZBA filing fees); PT Conservation Agent 19 hrs (May be able to offset w filing fees in future)									
Professional Services: Engineering services, mapping, final updates to Zoning Recodification plus CMRPC Assessment									
Supplies: Files, binders, storage boxes, etc. *transfer \$1,500 to Facilities									
Expenses: Advertising, mailings, printing, equipment/furniture purchase, cell phone (2), downtown beautification projects.									
Training/Conferences/Dues/Travel: Miscellaneous training materials, workshops and conferences. American Planning Association, MA Association of Planning Directors, AICP, MACC, & BRWA memberships.									

**Budget Worksheet
192-Facilities**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-192-5114-00000	Facilities Custodian Salary	0	54,940		(54,940)	-100.00%	39,991	53,862	53,864
001-192-5115-00000	Facilities Custodian Hourly	189,407	92,575		96,832	104.60%	59,771	71,067	76,453
001-192-5130-00000	Facilities Custodian OT	2,138	1,900		238	12.53%	98	1,825	1,435
001-192-5200-00000	Facilities Utilities	42,500	40,580		1,920	4.73%	25,836	43,016	41,589
001-192-5300-00000	Facilities Professional Services	17,375	15,025		2,350	15.64%	22,329	10,900	15,807
001-192-5400-00000	Facilities Supplies	49,545	10,095		39,450	390.79%	5,561	10,095	6,238
001-192-5500-00000	Facilities Expenses	29,460	28,960		500	1.73%	24,341	28,815	28,510
001-192-5590-00000	Facilities Custodian Clothing Allowance	1,000	1,000		0	0.00%	583	2,280	1,580
	Other Misc Expenses -History								
	Total Salary	191,545	149,415		42,130	28.20%	99,860	126,754	131,752
	Total Other	139,880	95,660		44,220	46.23%	78,651	95,106	93,724
	Total Facilities	331,425	245,075		86,350	35.23%	178,511	221,859	225,476
Notes:									
Department renamed from MOB to Facilities									
Supplies: \$38,150 realigned from 15 departments for implementation of strategic efficiencies									

**Budget Worksheet
192-Summary**

	FY25	FY24	FY23	NOTES
UTILITIES	42,500			
ELECTRICITY				
National Grid (Avg \$50/mo)	600	600	600	
National Grid (Mass Solar supplemented)	600	1,000	8,700	Paid NGRID \$1,192.71 in 2023
Solar -MassSolar (Avg \$300/mo)	5,000	3,600	2,640	Paid \$4,487 in 2023
Solar -Hanover (Avg \$1675/mo)	20,100	20,100	20,100	Paid \$18,281 in 2023
HEATING				
Eversource	6,600	4,620	3,132	Paid \$6,624 in 2023
Direct Energy	4,800	5,460	3,900	Paid \$4,801 in 2023
WATER				
Aquarion	2,000	2,400	2,000	Paid \$1,950 in 2023
Cooler Rental/Bottles	400	400		
TRASH HAULING \$155/mo	1,860	1,860	1,440	
TELEPHONE/FIOS				
				PY Telephone/Internet
Verizon Wireless (1 phone)	540	540	504	
PROFESSIONAL SERVICES	17,375			
Power Washing Exterior, Security Camera Maintenance	1,500	1,500		
Automated Building Services (Boiler Annual)	4,500	4,500	3,300	
Door Concepts (Front Door Maintenance)	1,150	1,150	1,150	
Baker Fire (Fire Extinguisher Inspection)	125	125	100	
Comm of Mass Boiler Insp	100	100	100	
Electric Vehicle Maintenance/Inspection (added addtl cleaning);		2,650	1,250	* Moved \$2,650 to Fleet Maintenance
Chargepoint service				
General Maintenance HVAC, Electrical, etc.	10,000	5,000	5,000	

**Budget Worksheet
192-Summary**

	FY25	FY24	FY23	NOTES
SUPPLIES	49,545			
MAINTENANCE SUPPLIES				
Cleaning Solutions	2,000	2,000	2,000	
Paper Products	2,000	2,000	2,000	
Cleaning Supplies/Toilet Paper/Paper Towels/ Gen' Bulding maint	19,450			Consolidated from other depts
COPIER/POSTAGE SUPPLIES				
Copy Paper MOB Copier \$39/case	1,560	1,560	1,560	
Staples MOB Copier \$75/5000/box	150	150	150	
Pitney Bowes Supplies Ink, sealer, etc	1,385	1,385	1,385	
GENERAL OFFICE SUPPLIES - CENTRAL PURCHASING				
Office Supplies & General Use Town-wide	18,700			Consolidated from other depts
Prime Membership with discount & rebates	1,300			
BLDG/GROUNDS MAINT SUPPLIES				
HVAC items, plumbing, electrical, paint, glass, doors, window coverings, hand or power tools	1,500	1,500	1,500	
EQUIPMENT MAINT SUPPLIES				
Defibrillator batteries (every 3-5 years done 1/2024)				
Defibrillator pads (every 2 years or as needed)				
Misc supplies, outdoor equipment maintenance, batteries, etc	1,500	1,500	1,500	
OTHER EXPENSES	29,460			
Pitney Bowes Postage Machine (\$1014/qtr)	4,055	4,055	4,055	
Postage	21,000	20,500	20,500	
MOB Copy Machine - Lease (Konica \$275/mo)	3,300	3,300	3,300	
MOB Copy Machine - Service (Axion \$92/mo)	1,105	1,105	960	
CUSTODIAN CLOTHING ALLOWANCE	1,000			
Cleaning (13.09 /wk) - Eliminated FY24			680	
Purchase (Boots, Socks, Shirts, Jackets, etc): 2 employees @\$400 each, 2 @ \$100	1,000	1,000	1,600	
TOTAL	139,880	95,660	95,106	44,220

FY2022 Budget Worksheet
199-Committees & Commissions

		FY25									
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23		
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual		
		5,000	5,000					5,000			
001-199-5500-BTLF	Butler Farm Expenses					0	0.00%		3,024		
001-199-5500-CONS	Conservation Commission Expenses			3,500	3,500	0	0.00%		2,047	3,500	75
001-199-5500-DISC	Disability Commission Expenses			500	500	0	0.00%			500	220
001-199-5500-HISTC	Historical Commission Supplies			250	250	0	0.00%			250	0
001-199-5500-ZONI	Zoning Board of Appeals			250		250	25000.00%				
001-199-5500-CELE	Public Celebrations					0	0.00%			3,000	423
	Other Misc Expenses -History										
	Total Salary	0	0		0	0.00%	0	0	0		
	Total Other	9,500	9,250		250	2.70%	5,071	12,250	4,179		
	Total Committees & Commissions	9,500	9,250		250	2.70%	5,071	12,250	4,179		
Notes:											
**Moved celebrations funds to TM 123 new line											

Budget Worksheet
210-Police

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-210-5112-00000	Police Admin Salary	315,281	286,571		28,710	10.02%	214,247	277,046	278,419
001-210-5113-00000	Police Officers	2,294,542	1,941,548		352,994	18.18%	1,485,742	1,747,411	1,726,126
001-210-5114-00000	Police Dept Hourly	68,095	62,424		5,671	9.08%	47,084	61,200	61,200
001-210-5115-00000	Police Dispatch	336,537	324,960		11,577	3.56%	195,102	293,773	220,575
001-210-5116-00000	Special Police & Crossing Guards	5,850	5,130		720	14.04%	3,289	4,050	3,700
001-210-5130-00000	Police OT	315,568	293,072		22,496	7.68%	185,041	286,898	244,976
001-210-5131-00000	Police Town Detail	98,125	98,125		0	0.00%	57,593	73,125	77,902
001-210-5140-00000	Police Shift Differential	37,402	62,415		(25,013)	-40.08%	25,088	44,243	40,079
001-210-5200-00000	Police Utilities	23,710	12,600		11,110	88.17%	7,825	11,600	12,409
001-210-5300-00000	Police Professional Services	12,600	26,715		(14,115)	-52.84%	22,890	25,055	27,358
001-210-5400-00000	Police Supplies	14,650	14,230		420	2.95%	13,660	13,640	12,587
001-210-5500-00000	Police Equipment & Maintenance	16,965	16,965		0	0.00%	21,729	17,715	21,719
001-210-5590-00000	Police Uniforms	46,350	34,900		11,450	32.81%	31,634	33,400	32,206
001-210-5700-00000	Police Professional Development	27,050	23,825		3,225	13.54%	18,418	28,515	25,333
001-210-5800-00000	Police Vehicle Purchase	101,400	65,000		36,400	56.00%	65,000	70,000	67,845
	Other Misc Expenses -History								
	Total Salary	3,471,400	3,074,245		397,155	12.92%	2,213,185	2,787,746	2,652,978
	Total Other	242,725	194,235		48,490	24.96%	181,156	199,925	199,457
	Total Police	3,714,125	3,268,480		445,645	13.63%	2,394,341	2,987,671	2,852,435

**Budget Worksheet
210-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGES
UTILITIES		23,710					
Konica Copier-new contract increased to \$275/mo	3,300		3,000	3,000	4,200		
Verizon			7,200	7,400	7,300		4 phones and cruiser air cards for the MDT's \$616.00/mo
Verizon Mobile Data Technology (MDT)	5,400						We currently have 8 air cards and 4 cell phones- monthly bill is \$446.45 X 12 = \$5,357.40; in FY24 we added 2 more to bring it to 10.
Verizon Cell Phone	4,000						Propose adding 8 cell phones; 1 for each patrol car. \$39.99 a month X 8 = \$319.92 X 12 = \$3,839.04. Trade in phones each year for a \$2,000 credit.
Verizon OneTalk (Landline)	6,075						Propose upgrading our outdated phone system. 18 landline X \$27 plus one \$20 fee for auto receptionist = \$484.95 a month X 12 = \$5,819.40.
Phones for new OneTalk system (one time cost)	2,475						
TransUnion- Min \$75/mo; depending on usage avg \$105/mo	1,260		1,200	1,200			
Potable water	1,200		1,200				
PROFESSIONAL SERVICES		12,600					
VEHICLE MAINTAINANCE							
Maintenance and repair of fourteen vehicles,			13,525	12,600	21,500		*Moved \$15,000 to Fleet Maintenance
State Inspection \$35/ea. x 14 = \$490.00			500	490			
Detail Cruisers \$130 X 14	2,000		1,875	2,100	1,800		
Fleet car wash- \$1,000.00 for the year	1,000		1,000	1,000	1,000		
Armour Auto Body- Insurance Deductible, est 3 incidents	1,500		1,500	3,000	2,800		
Motorcycle Lease	2,500		2,500				Would like to lease 2 motorcycles. Would need an additional \$2500 plus \$12K to outfit lights and sirens

**Budget Worksheet
210-Summary**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGES
RADIO SERVICE						
Beltronics and Jim Wilson	1,500	1,500	1,350	1,500		
BUILDING & GROUNDS MAINTAINANCE						
Sudz City (zero for now) and Baker Fire Supply	600	350	350			
Aftermath Cell/Car Cleaning	1,500	1,800	1,000	1,100		
CONTRACTED SERVICES						
Tech & Computer repairs/maintenance	1,500	1,500	2,500			
Employee recruitment health screenings: \$315 to Reliant	500	665	665			
Medical and \$350 for psychological screening						
SUPPLIES 14,650						
DEPARTMENT SUPPLIES						
Amazon, WB Mason, IBA Print, Koopman	4,000	4,500	4,950	5,500		*transfer \$500 to Facilities
Naloxone 8 doses = \$320		640	640			State is covering the cost
AED Pads	550	290				Moved to article:1,460 for AED training units. Adult pads are \$340 each and pedi pads are \$193- 5 year expiration, all pads replaced FY24
Police Hat and Breast Badges	500	1,000	1,200			\$85 per badge. Need two breast and one hat per officer
Evidence Bags	400	200				
Police Identification	200	100	100			\$20 per ID for FT and PT
EQUIPMENT SUPPLY						
Gun Solution and Parts-\$250 per bucket	500	500	1,000	2,300		
Ammunition, batteries, cartridges, accessories, and other items to maintain all police and detention related equipment. Ammo cost is typically \$5,000.00 per year	8,000	5,000	5,000	8,500		Need to increase to purchase .9mm practice and duty ammo in addition to rifle ammo. Need new ear protection, shooting mats, AR-15 tool kit and shot timer.
MEALS AND REFRESHMENTS						
Prisoner meals and refreshments for community events, professional development or training.	500	500		2,100		
We average 150 in custody arrests per year \$20.00 for 3 meals- Approximate cost is \$400 for the year. Food for retirement events 275		1,500	750	2,500		

**Budget Worksheet
210-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGES
EQUIPMENT & MAINTENANCE		16,965					
Taser Managed Service- Current cost is \$3800.00 per year, current models need upgrade, propose to change to lease program; 5 year fixed cost	16,965		16,965	17,715	10,500		
					1,700		PY Outside Detail Software
CLOTHING ALLOWANCE		46,350			29,800		
CBA: uniforms, clothing, gear and related equipment and supplies. \$1200 per officer X 26 = \$28,800 and \$650 (FY23 increase) for FT dispatchers X 4	31,700		28,800	28,800			\$500 to replace damaged uniforms
To outfit 1 new additional officer would be \$2000 per officer. \$1000.00 for academy and \$1000 for department equipment (contract) plus \$1500 for armor	3,250		2,600	2,600			5 full-time dispatchers
	11,400		3,500	2,000			New hire will be sent to an academy. Tuition, academy equip, dept equip, taser, active shooter kit, psych and medical. We are short one active shooter kit \$1500 and 2 tasers
PROFESSIONAL DEVELOPMENT		27,050					
TRAINING AND CONFERENCES							
Central Mass Chief's conference in Gardner				200	400		
	3,400		2,200				(Boston) \$1500 for hotel; \$1900 for registration-myself and two non members
ICMA Conference							
In-Service Training in Norwood is \$750.00 incl overnight	800		750	750	1,730		\$800 for in-service in Norwood
MPI Training classes \$1900 and/or \$1800 for EMD classes	4,000		1,900	1,900			\$399 per class for continuing education X 10 trained in dispatch
PowerPhone			1,700	1,700			
Misc Officer Training (est \$500/officer x22)	12,000		11,000	11,000	10,000		
New Officer Training (tuition & mileage)				5,000	6,500		
Mileage Reimbursements (Parking) Training/Court	1,000		1,500	3,000	2,800		

**Budget Worksheet
210-Summary**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGES
DUES AND MEMBERSHIPS						
International Chiefs Association dues	380	380	120	120		
MA Chiefs Association dues	810	1,135	985	1,050		\$660 and \$150- Dues were re-structured
Central Massachusetts Chiefs of Police Association dues	475	450	250	75		Dues were re-structured by population over 10K = \$350. Associate member = \$125
Legal Defense Fund		0	300	1,200		
Police Executive Research Forum	200	200	200	1,200		
New England State Police Information Network	100	100	100	75		
Central Massachusetts Law Enforcement Council	1,250	750	750	750		Council voted to raise to \$1250
Blackstone Regional Drug Task Force	2,000	1,500	2,000	1,000		Task Force voted to raise to \$2k
Gr Boston Police Council	260	260	260	256		
Axon Instructor	375					
VEHICLE REPLACEMENT/CAPITAL EXP						
Year 2 of 3 Lease: 2 Patrol from FY24	16,400	101,400	70,000	110,000		
#1- Buy cruiser outright = \$72,905.25 (+\$13K needed if not transferring) #2. Lease the vehicle. Leasing pricing is estimated at \$25K per vehicle (not equipped). #3 Take home vehicle program- we would need \$400K to initiate this	85,000	65,000				This is something to discuss; 3 options with cruisers. #1. Buy outright; #2. Lease or #3. Take Home Program
TOTAL	242,725	194,235	199,925	241,256	0	48,490

**Budget Worksheet
220-Fire**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-220-5112-00000	Fire Salary	80,000	79,038		962	1.22%	57,376	77,490	76,412
001-220-5114-00000	Fire Dept Hourly	50,526	48,876		1,650	3.38%	34,797	48,070	46,967
001-220-5116-00000	Firefighters	257,925	257,927		(2)	0.00%	90,785	269,804	258,410
001-220-5170-00000	Fire LOSAP Benefit	78,000	67,500		10,500	15.56%	75,647	60,965	75,487
001-220-5190-00000	Fire Stipends	9,119	9,119		0	0.00%	4,682	8,941	7,950
001-220-5200-00000	Fire Utilities	37,260	22,870		14,390	62.92%	18,271	22,650	21,006
001-220-5300-00000	Fire Professional Services	60,750	54,000		6,750	12.50%	29,286	49,400	38,334
001-220-5400-00000	Fire Supplies	9,300	11,500		(2,200)	-19.13%	3,659	12,800	15,128
001-220-5500-00000	Fire Equipment & Maintenance	48,900	30,000		18,900	63.00%	8,766	30,000	43,986
001-220-5700-00000	Fire Professional Development	23,090	28,165		(5,075)	-18.02%	7,199	24,465	20,495
	Other Misc Expenses -History								
	Total Salary	475,570	462,460		13,110	2.83%	263,288	465,270	465,226
	Total Other	179,300	146,535		32,765	22.36%	67,181	139,315	138,949
	Total Fire	654,870	608,995		45,875	7.53%	330,469	604,585	604,175
Notes:									
FY22: LOSAP line includes Hourly OT & Stipends; in FY23 shifting OT to Hourly line									

**Budget Worksheet
220-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
UTILITIES		37,260					
Electricity	15,000		7,000	7,000			
Heating	8,000		6,000	6,000			
Water	1,000		850	850			
Trash Removal: 1 @ HQ & 1@Sta 2; \$30/mo	960		720	500			
Cellular Phones 5 Phones @ \$50/mo total	3,000		3,000	3,000			
Telephone/Internet/Cell Toning System	7,500		5,300	5,300			
IM Responding App	1,800						
PROFESSIONAL SERVICES		60,750		49,400			
Plumbers, Electricians, Garage Door Repairs, septic pumping, misc. hardware, appliances, fixtures, rug cleaning, bulbs, fire extinguishers, fire alarm, tools, supplies....	34,000		34,000				
Pumpers serviced @ \$2600	4,600		2,600				
Inspections @ \$150	1,650		1,650				
Command Car serviced 4 x \$50 + Inspection			200				*Moved \$5,000 to Fleet Maintenance
Tires, Batteries, Brakes, Chassis Service, Pump Work etc	20,500		15,550				
SUPPLIES		9,300		12,800			
Cleaning Solutions - Laundry Machines	300		300				
Paper Products	0		200				*transfer \$200 to Facilities
Toilet Paper, Soap, Paper Towels, Cleaning Supplies, Bottle	2,500		6,000				*transfer \$5,000 to Facilities
Water, Hardware Needs, etc...							
HVAC items, plumbing, floor coverings, wall coverings, electrical, paint, glass, doors, window coverings, hand or power tools	6,500		5,000				
EQUIPMENT & MAINTENANCE		48,900		30,000			
Pump Tests	6,000		4,000				
Rescue Tools Serviced	3,500		3,500				
SCBA Flow Test	4,500		2,500				5 year recert
Plymovent Service Contract	2,500		1,500				(HQ 3 hooks to 10)
Multi Gas Meters Service	2,000		2,000				
Ladder Testing	3,000		2,500				
SCBA Compressor Service	1,900		1,400				
Radio/Equipment misc repairs etc	4,500		3,500				

**Budget Worksheet
220-Summary**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
Fire Equipment, Radio Equipment, Batteries, Vehicle	5,000	5,100				
Equipment and other related equipment						
4 sets gear	12,000					
Misc supplies, computer accessories, batteries, etc	4,000	4,000				
PROFESSIONAL DEVELOPMENT	23,090					
Gym Reimbursement (35 eligible @200 max)	0	7,000	7,000			New gym in new building
Mileage Reimb: Deputy & Asst Chiefs	4,000	3,500	3,500			
DUES & TRAINING						
Cross St Assoc training	3,000	2,500	800			
MECTA training (CPR & AED)	7,000	6,000	4,000			
NFPA (2 memberships, Chief & Deputy)	350	350	350			
International Assoc. of Arson	100	100	100			
Fire Prevention Assc. Of MA	100	100	100			
Capt. Strom		200	200			
Bert Davis		1,285	1,285			
MA District 7	1,100	1,100	1,100			
Fire Chiefs Association	600	200	200			
Auburn Fire/Rescue	4,340	4,340	4,340			
MCFVA	2,500	1,490	1,490			
TOTAL	179,300	146,535	139,315	0	0	32,765
LOSAP BENEFIT	78,000					
XXX # Firefighters Covered	78,000	67,500	60,965			
UTILITIES	210,000					
Hydrant Rental	210,000	207,990	205,656			\$575/day

**Budget Worksheet
224-Hydrants**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-224-5200-00000	Hydrant Rental	210,000	207,990		2,010	0.97%	155,775	207,900	207,900
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	210,000	207,990		2,010	0.97%	155,775	207,900	207,900
	Total Hydrants	210,000	207,990		2,010	0.97%	155,775	207,900	207,900
Notes:									

Budget Worksheet
241-Building Inspector

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-241-5112-00000	Building Insp Salary	104,000	88,665		15,335	17.30%	54,274	86,924	86,924
001-241-5114-00000	Building Dept Hourly	46,350	46,210		140	0.30%	31,947		
001-241-5116-00000	Assistant Building Insp	21,940	21,640		300	1.39%	19,357	10,651	31,031
001-241-5130-00000	Building Dept OT		0		0	0.00%		1,000	
001-241-5200-00000	Building Dept Utilities	4,450	2,900		1,550	53.45%	1,960		
001-241-5500-00000	Building Dept Other Expenses	2,300	1,350		950	70.37%	1,813	4,250	4,886
001-241-5700-00000	Building Dept Professional Development	2,600	2,350		250	10.64%	1,235	2,350	1,664
	Other Misc Expenses -History								
	Total Salary	172,290	156,515		15,775	10.08%	105,578	98,575	117,955
	Total Other	9,350	6,600		2,750	41.67%	5,008	6,600	6,550
	Total Building Dept	181,640	163,115		18,525	11.36%	110,586	105,175	124,505
Notes:									
Salary: Building Inspector									
Hourly: Head Clerk 35 hrs @step 5 move to 6									
Assistant Building Inspector Avg 16 hrs/week for increases in residential construction and administrative coverage									
Building Department OT: Removed to other dept lines; per increase in Asst line									
Utilities: 3 cell phones & 5 inspector's ipads plus one for additional inspector									
Other Expenses: Miscellaneous expenses including equipment purchase, code books, publications; plan markup software									
Prof Dev: Professional memberships for all inspectors: Southeastern MA Building Officials Association \$1,230; Metrowest Building Officials Association \$150; International Code Council \$150; MA Electrical Contractors Association \$125, International Association of Plumbing and Mechanical Officials \$250, National Fire Protection Association \$175. Miscellaneous workshops and conferences \$500									

Budget Worksheet
243-PlumbingGas Inspector

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-243-5112-00000	Plumbing/Gas Insp Salary	1,000	1,000		0	0.00%		22,500	30,100
001-243-5116-00000	Assistant Plumbing/Gas Insp	0	0		0	0.00%		5,000	9,800
001-243-5700-00000	Plumbing/Gas Mileage Reimb/Prof Dev				0	0.00%		400	85
	Other Misc Expenses -History								
	Total Salary	1,000	1,000		0	0.00%	0	27,500	39,900
	Total Other	0	0		0	0.00%	0	400	85
	Total Plumbing/Gas Insp	1,000	1,000		0	0.00%	0	27,900	39,985
Notes:									
PY Salary: Plumbing/Gas Inspector \$50/inspection x 450/year - Reduced to cover Inspections on Town projects									
PY Assistant Plumbing/Gas Inspector \$50 x 100 inspections									
	* FY24 combined the Plumbing/Gas Inspector salary and Assistant Plumbing/Gas Inspector salary into a Revolving Fund. Price/inspection same for each inspector.								
Mileage: Gas reimbursement included in Per Inspection Payment									
FY 21 Average Rate Paid Per Inspection: \$49.31									
FY 20 Average Rate Paid Per Inspection: \$49.00									
FY 19 Average Rate Paid Per Inspection: \$49.45									

Budget Worksheet
245-Electrical Inspector

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-245-5112-00000	Electrical Insp Salary	1,000	1,000		0	0.00%		23,500	26,650
001-245-5116-00000	Assistant Electrical Insp	0	0		0	0.00%		1,500	9,000
001-245-5700-00000	Electrical Mileage Reimb				0	0.00%		500	243
	Other Misc Expenses -History								
	Total Salary	1,000	1,000		0	0.00%	0	25,000	35,650
	Total Other	0	0		0	0.00%	0	500	243
	Total Electrical Insp	1,000	1,000		0	0.00%	0	25,500	35,893
Notes:									
PY Salary: Electrical Inspector \$50/inspection x 470 inspections - Reduced to cover Inspections on Town projects									
PY Assistant Electrical Inspector (\$50 x 30 inspections)									
	* FY24 combed the Plumbing/Gas Inspector salary and Assistant Plumbing/Gas Inspector salary into a Revolving Fund. Price/inspection same for each inspector.								
Mileage: Gas reimbursement included in Per Inspection Payment									
FY 21 Average Rate Paid Per Inspection: \$34.85									
FY 20 Average Rate Paid Per Inspection: \$41.03									

Budget Worksheet
291-Emergency Mgmt

		FY25									
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23		
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual		
		1,000	1,000					3,500			
001-291-5112-00000	Emergency Management Salary				0	0.00%					
001-291-5200-00000	Emergency Management Utilities			1,000	0	0.00%	177		1,000	873	
001-291-5500-00000	Emergency Management Expenses			1,500	0	0.00%	197		3,500	2,910	
	Other Misc Expenses -History										
	Total Salary			0	0	0	0.00%		0	3,500	0
	Total Other			2,500	0	0.00%	373		4,500	3,783	
	Total Emergency Mgmt			2,500	0	0.00%	373		8,000	3,783	
Notes:											
Utilities: Electric @ Butler Farm;											

**Budget Worksheet
292-Animal Ctrl**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-292-5116-00000	Animal Control & Animal Inspector	25,000	25,000		0	0.00%	18,822	25,000	25,000
001-292-5700-00000	Animal Control Expenses	5,000	5,000		0	0.00%	3,540	5,000	
	Other Misc Expenses -History								
	Total Salary	25,000	25,000		0	0.00%	18,822	25,000	25,000
	Total Other	5,000	5,000		0	0.00%	3,540	5,000	0
	Total ACO	30,000	30,000		0	0.00%	22,362	30,000	25,000
Notes:									

**Budget Worksheet
294-Tree Warden**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-294-5115-00000	Tree Warden	20,000	6,395		13,605	212.74%	4,796	6,270	6,146
001-294-5116-00000	Trees Seasonal	12,800	28,800		(16,000)	-55.56%	9,244	12,800	
001-294-5300-00000	Tree Warden Professional Services	62,000	60,000		2,000	3.33%	35,450	54,500	81,878
001-294-5400-00000	Tree Warden Supplies	7,500	4,500		3,000	66.67%	1,191	4,100	2,226
001-294-5700-00000	Tree Warden Professional Development	1,500	1,500		0	0.00%	625	1,500	412
	Other Misc Expenses -History								
	Total Salary	32,800	35,195		(2,395)	-6.80%	14,040	19,070	6,146
	Total Other	71,000	66,000		5,000	7.58%	37,266	60,100	84,516
	Total Tree Warden	103,800	101,195		2,605	2.57%	51,306	79,170	90,662
Notes:									
Adjusted Seasonal hours to Stipend for Warden									
Increase in outside services costs *Moved \$3,000 to Fleet Maintenance									
Increase Supplies for more in-house services *Moved \$2,000 to Fleet Maintenance Add \$5k for new tree planting									
Dues & Conferences for Tree Warden & Deputy									

**Budget Worksheet
300-Public Schools**

		FY25 Submitted Budget	FY24 Budget	FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name							
001-300-5112-00000	School Administration Salary	554,135	541,870	12,265	2.26%	419,518	537,106	527,324
001-300-5113-00000	School Instruction Salary	18,194,462	17,279,244	915,218	5.30%	11,290,739	16,486,659	15,617,113
001-300-5114-00000	School Other Services Hourly	625,589	563,870	61,719	10.95%	310,024	547,563	515,305
001-300-5115-00000	School Operations & Maintenance Hourly	960,754	932,496	28,258	3.03%	714,280	957,867	936,613
001-300-5310-00000	School Instruction	1,076,108	876,890	199,218	22.72%	572,695	919,797	732,078
001-300-5330-00000	School Other Services	1,935,167	1,931,624	3,543	0.18%	1,102,813	1,890,707	1,743,133
001-300-5340-00000	School Administration	225,670	216,475	9,195	4.25%	112,446	186,365	135,698
001-300-5350-00000	School Operations & Maintenance	1,210,940	1,092,875	118,065	10.80%	959,370	878,250	1,291,527
001-300-5600-00000	School Programs w/o Systems	1,122,830	1,663,341	(540,511)	-32.50%	1,094,639	1,760,068	1,240,584
	Other Misc Expenses -History							
	Total Salary	20,334,940	19,317,480	1,017,460	5.27%	12,734,561	18,529,195	17,596,354
	Total Other	5,570,715	5,781,205	(210,490)	-3.64%	3,841,963	5,635,187	5,143,020
	Total Public Schools	25,905,655	25,098,685	806,970	3.22%	16,576,524	24,164,382	22,739,374
Notes:								
Initial Proposed budget Rev 1								

**Budget Worksheet
320-School Committee**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-320-5111-0000	School Committee Elected	10,225	10,225		0	0.00%	7,343	10,224	10,062
	Total Salary	10,225	10,225		0	0.00%	7,343	10,224	10,062
	Total Other	0	0		0	0.00%	0	0	0
	Total School Committee	10,225	10,225		0	0.00%	7,343	10,224	10,062
Notes:									

**Budget Worksheet
330-Athletics**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-330-5116-00000	Athletics Salaries	36,500	33,560		2,940	8.76%	31,969	33,575	38,922
001-330-5200-00000	Windle Field Utilities	15,750	15,750		0	0.00%	12,818	14,050	2,846
001-330-5300-00000	Athletic Officials	40,667	39,866		801	2.01%	121,870	38,736	162,587
001-330-5350-00000	Athletics Operations	161,848	145,129		16,719	11.52%		141,754	800
	Total Salary	36,500	33,560		2,940	8.76%	31,969	33,575	38,922
	Total Other	218,265	200,745		17,520	8.73%	134,688	194,540	166,233
	Total Athletics	254,765	234,305		20,460	8.73%	166,657	228,115	205,155
Notes:									

Budget Worksheet
340-BVT

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
001-340-5111-00000	BV School Elected	2,700	2,700		0	0.00%	2,700	2,700	2,700
001-340-5600-00000	BVT School Assessment	1,319,094	1,345,590		(26,496)	-1.97%	1,009,193	1,408,671	1,408,671
001-340-5700-00000	BV Mileage Reimbursement	500	500		0	0.00%	500	500	500
001-340-5900-00000	BVT School LT Debt	30,076	31,365		(1,289)	-4.11%	23,523	32,664	32,664
	Total Salary	2,700	2,700		0	0.00%	2,700	2,700	2,700
	Total Other	1,349,670	1,377,455		(27,785)	-2.02%	1,033,216	1,441,835	1,441,835
	Total Blackstone Valley Tech	1,352,370	1,380,155		(27,785)	-2.01%	1,035,916	1,444,535	1,444,535
Notes:									
Approved assessment figures; reduction in enrollment from prior year									

**Budget Worksheet
341-Out of Dist Tech**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual	
Account Number	Account Name									
		64,675	95,265					92,970		
001-341-5320-00000	Norfolk Ag Tuition					(30,590)	-32.11%		63,510	61,978
001-341-5321-00000	Bay Path Tuition & transp			0	19,830	(19,830)	-100.00%		9,475	19,319
	Total Salary	0	0		0	0.00%	0	0	0	
	Total Other	64,675	115,095		(50,420)	-43.81%	72,985	110,785	81,297	
	Total Norfolk Agricultural Sch	64,675	115,095		(50,420)	-43.81%	72,985	110,785	81,297	
Notes:										
Norfolk Agricultural: Estimated fee for 2 students (1 new 9th); FY24 budget includes 3 students, 1 graduate 2024										
BayPath VocTech: Student moved to town in FY22 already enrolled in program; Graduates 2024										

**FY2022 Budget Worksheet
DPW Summary Tmpl**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
UTILITIES - HIGHWAY 420	21,200		20,000	30,000	20,000	
ELECTRICITY						
National Grid	5,500	5,400				
HEATING						
Eversource	5,000	3,500				
Direct Energy	4,700	1,500				
WATER						
Aquarion	1,000	2,500				
Potable Water						
CELL PHONES						
Verizon Wireless: 9 phones @ \$400/mo + 1 replacement @\$200	4,000	5,000				
TELEPHONE/FIOS INTERNET						
Verizon	1,000	1,100				
UTILITIES - STREET LIGHTS 424	68,000		65,000	60,000	75,000	
ELECTRICITY						
National Grid - # Accounts	68,000	65,000				
UTILITIES - TRANSFER STATION 430	10,000		10,000	10,000	0	
ELECTRICITY						
National Grid	5,500	6,000				
HEATING						
Eversource						
Direct Energy						
WATER						
Aquarion						
Potable Water	2,500	2,000				
TELEPHONE/FIOS INTERNET						
Verizon	2,000					
UTILITIES - PARKS 490	12,000		20,000	20,000	20,000	
ELECTRICITY, HEATING & WATER						
Aquarion	8,000					
Eversource	1,000					
National Grid	3,000	17,000				

**FY2022 Budget Worksheet
DPW Summary Tmpl**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
UTILITIES - CEMETERY 491	2,700		2,500	2,000	12,350	
ELECTRICITY						
National Grid	2,700	2,500				
PROFESSIONAL SERVICES - PUBLIC WORKS ADMIN 400	26,000		40,000	53,000	53,000	
Engineering Services	25,000	40,000				
Advertising (Bid Postings)	1,000	1,000				
PROFESSIONAL SERVICES - PUBLIC WORKS GEN'L 410	0		12,000	12,000	24,800	
	0	12,000				Removed*Duplicated in 400
PROFESSIONAL SERVICES - HIGHWAY 420	317,000		90,000	126,000	110,000	
VEHICLE MAINTENANCE						
Inspections						
Outsource repairs		35,000				* Moved \$30,000 to Fleet Maintenance
STREET MAINTENANCE SVC						
Line Striping Streets +Parking & Stops						*Reduced if Enterprise Budget Approved
Catch Basin Cleaning	150,000	80,000				Drainage Contract/ Dumping Costs
Engineering Services MS4 Permit	152,000					Compliance Testing
Out of Town Police Details (Over PD Budget)						*Reduced if Enterprise Budget Approved
BUILDING & GROUNDS MAINTENANCE SVC						
Fire Extinguisher Service	1,500					
First Aid Safety Services	1,500					
Generator Service	2,000					
Electrician/Plumber	10,000					

**FY2022 Budget Worksheet
DPW Summary Tmplt**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
CONTRACT SERVICES - SNOW & ICE 423		55,000		35,000	35,000	35,000	
Vehicle Maintenance	25,000		25,000				* NOT moved to Fleet Maintenance, separated for transparency
Contract Plow Drivers	30,000		30,000				
PROFESSIONAL SERVICES - STREET LIGHTS 424		55,000		30,000	35,000	35,000	
Electrician Services for Street Lights & Traffic Light Repairs	55,000		45,000				Traffic lights are getting older and starting to need more maintenance. Same with Street lights.
PROFESSIONAL SERVICES - TRANSFER STATION 430		46,000		50,000	50,000	20,000	
VEHICLE MAINTENANCE							
Inspections							
Outsource repairs			4,000				* Moved \$4,000 to Fleet Maintenance
BUILDING & GROUNDS MAINTENANCE SVC							
Landfill Monitoring	12,600		12,600				
Storage Tank Pumping	5,000		5,000				
Power Washing	6,000		6,000				
First Aid Safety Services	2,000		2,000				
Fire Extinguisher Service	400		400				
Electrician/Plumber	10,000		10,000				
General Maintenance HVAC, Electrical, Fencing, etc.	10,000		10,000				
PROFESSIONAL SERVICES - PARKS 490		17,600					
Irrigation On/Off, maintenance	11,000		15,000				
Basketball & Baseball repairs, Fence install/repairs	1,000						
Porta-Potties: \$200x7mo @ 4 fields	5,600						Contract price increase

**FY2022 Budget Worksheet
DPW Summary Tmpl**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
PROFESSIONAL SERVICES - FUEL 495		8,500		6,000	7,000	7,000	
Pump Inspection & Maintenance	5,000		4,000				
Underground Storage Inspection, Permitting	3,500		2,000				
SUPPLIES - PUBLIC WORKS ADMIN 400		750		1,500	1,500	1,500	
Office supplies, printer supplies, etc	750		1,500				*transfer \$1,500 to Facilities
SUPPLIES - HIGHWAY 420		273,000		150,000	167,000	160,000	
STREET MAINT SUPPLY							
Street Signs, Cones, Barricades, Work Zone Safety Signs							
Cold Patch/Hot Top	30,000		30,000				
BMP Maintenance/ Culverts & CCTV Maintenance	110,000						*Reduced if Enterprise Budget Approved
Structures/Blocks (estimated average year)	100,000		55,000				*Reduced if Enterprise Budget Approved
VEHICLE MAINT SUPPLY							
Oil, Stabilizer, Winterizer, Bulbs, Filters, Belts, Cutting Edges, Teeth, Rust Inhibitor/Paint, Mower Blades, Whips, Hydraulic Parts, Covers, etc			15,000				* Moved \$35,000 to Fleet Maintenance
BLDG/GROUNDS MAINT SUPPLIES							
HVAC items, plumbing, floor coverings, wall coverings, electrical, paint, glass, doors, window coverings, hand or power tools	15,000		12,000				
BLDG & GRNDS SUPPLY							
Cleaning Supplies, First Aid Supplies, Trash Bags, Restroom Supplies, Rakes, Shovels, Brooms	6,000		25,000				*transfer \$4,000 to Facilities
TOOLS/EQUIPMENT							
Socket Sets, Drills, Vehicle Engine Scanner, Tool Box, Airgas/Welding supplies, Crimping Tool, Jack	10,000		10,000				
OTHER OFFICE EXPENSES							
Office supplies, printing needs, etc...	2,000		3,000				*transfer \$1,000 to Facilities
EQUIPMENT MAINT SUPPLIES							
Defibrillator battery (every 3 years) Next Due FY							
Misc supplies, computer accessories, batteries, etc							

**FY2022 Budget Worksheet
DPW Summary Tmplt**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
SUPPLIES - SNOW & ICE 423	125,000		122,690	75,000	75,000	
STREET MAINT SUPPLY						
Salt	80,000	80,000				
Sand	10,000	10,000				
Cold Patch/Hot Top	35,000	35,000				
VEHICLE MAINT SUPPLY						
Oil, Stabilizer, Winterizer, Bulbs, Filters, Belts, Cutting Edges, Teeth, Rust Inhibitor/Paint, Hydraulic Parts, Covers, etc						
SUPPLIES - TRANSFER STATION 430	12,500		12,500	12,500	32,500	
BLDG & GRNDS SUPPLY						
Safety Signs, Cones, Barricades		10,000				
Cleaning Supplies, First Aid Supplies, Trash Bags, Restroom Supplies, Rakes, Shovels, Brooms	5,000	500				
Tools, Building Maintenance Supplies	7,500	2,000				
SUPPLIES - PARKS 490	30,000		26,000	25,500	25,000	
Mulch, Fertilizer, Line Striping, Loam	30,000	27,000				
SUPPLIES - CEMETERY 491	13,000		12,000	11,440	11,440	
Mulch, Fertilizer, Loam	13,000	12,500				
FUEL 495	173,000		172,500	88,000	88,000	
Gas	101,500	104,000				
Diesel	71,500	71,500				
Other Expenses - TRANSFER STATION 430	200,000		200,000	240,000	300,000	
Contracted Hauling, Tonnage	200,000	200,000				
Other Expenses - PARKS 490	0		10,700	15,200	5,000	

**FY2022 Budget Worksheet
DPW Summary Tmpl**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
Other Expenses - CEMETERY 491	11,000		11,000	10,745	0	
	11,000	11,000				
UNIFORMS & CLEANING - PUBLIC WORKS GEN'L 410	18,400		16,600	13,575	5,600	
Clothing Contract \$400/employee x16 employees	6,400	6,400				
Cleaning @\$15 per person/wk for 15 employees x52 /wk	12,000	11,700				
T-shirts/Sweatshirts/seasonal jackets/Socks/Gloves/Eyewear/etc		3,000				
UNIFORMS & CLEANING - TRANSFER STATION 430	1,800					
Cleaning @\$14 per person/wk for 2 employees x52 /wk	1,800	2,340				
PROFESSIONAL DEVELOPMENT - PUBLIC WORKS ADMIN 400	8,100		12,000	12,000	12,600	
TRAINING AND CONFERENCES						
Mass Hwy & AWPA	3,000	6,000				
CDL training						
Procurement Training	700	1,200				Annual cost recert (1)
DUES AND MEMBERSHIPS						
CMRSWC	4,000	4,000				
Mass Highway \$100, NBM \$50, WCHA \$50, APWA \$200	400	400				
CERTIFICATION/LICENSE						
MCPPO						

**FY2022 Budget Worksheet
DPW Summary Tmpl**

	FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
PROFESSIONAL DEVELOPMENT - PUBLIC WORKS	8,800		10,000	13,400	8,400	
GEN'L 410						
TRAINING AND CONFERENCES						
In house training	2,000	2,000				
CDL training	1,000	2,000				
Hoisting training	2,000	2,000				
OSHA Training	1,000	2,000				
DUES AND MEMBERSHIPS						
Mass Highway \$100, NBM \$50, WCHA \$50, APWA \$200	200					
MEDICAL SVC						
DOT Physicals 7@\$150 (Rotating), Drug Testing 8@\$55	2,000	1,490				
CERTIFICATION/LICENSE						
Hoisting Renewal 5@\$60, Class 2 Renewal 4@80	600	540				
LEASE PAYMENTS - HIGHWAY 420	225,000		257,000	257,000	255,225	
Lease 1: Complete						PY: 170,000
Lease 2: Complete		87,000				
Lease 3: Year 2 of 5	170,000					
	55,000					*Reduced if Enterprise Budget Approved
DPW Dep 1,739,350		1,297,570				
400 TOTAL	34,850	54,100	53,500	66,500	67,100	(18,650)
410 TOTAL	27,200	43,130	38,600	38,975	38,800	(11,400)
420 TOTAL	836,200	284,000	517,000	580,000	545,225	319,200
423 TOTAL	180,000	180,000	157,690	110,000	110,000	22,310
424 TOTAL	123,000	110,000	95,000	95,000	110,000	28,000
430 TOTAL	270,300	299,840	272,500	312,500	352,500	(2,200)
490 TOTAL	59,600	32,000	56,700	60,700	50,000	2,900
491 TOTAL	26,700	26,000	25,500	24,185	23,790	1,200
495 TOTAL	181,500	181,500	178,500	95,000	95,000	3,000

**Budget Worksheet
400-Public Works**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-400-5112-00000	Public Works Admin Salary	223,530	210,000		13,530	6.44%	151,567	205,295	133,069
001-400-5114-00000	Public Works Admin Hourly	58,000	46,210		11,790	25.51%	32,919	44,360	44,661
001-400-5130-00000	Public Works OT				0	0.00%		500	2,832
001-400-5300-00000	Public Works Professional Services	26,000	41,000		(15,000)	-36.59%	36,350	40,000	2,700
001-400-5400-00000	Public Works Supplies	750	1,500		(750)	-50.00%	55	1,500	3,949
001-400-5700-00000	Public Works Professional Development	8,100	11,600		(3,500)	-30.17%	2,636	12,000	5,796
	Other Misc Expenses -History								
	Total Salary	281,530	256,210		25,320	9.88%	184,487	250,154	180,561
	Total Other	34,850	54,100		(19,250)	-35.58%	39,041	53,500	12,445
	Total Public Works	316,380	310,310		6,070	1.96%	223,528	303,654	193,006

**Budget Worksheet
410-Public Works**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-410-5115-00000	DPW Workers	991,755	939,807		51,948	5.53%	663,773	862,929	840,179
001-410-5116-00000	DPW Seasonal	32,400	32,400		0	0.00%	21,195	31,590	43,821
001-410-5130-00000	DPW OT	27,885	28,938		(1,053)	-3.64%	10,857	25,081	14,838
001-410-5200-00000	DPW Utilities				0	0.00%			
001-410-5300-00000	DPW Professional Services	0	12,000		(12,000)	-100.00%	250	12,000	195
001-410-5590-00000	DPW Clothing Allowance	18,400	21,100		(2,700)	-12.80%	7,464	16,600	10,194
001-410-5700-00000	DPW Professional Development	8,800	10,030		(1,230)	-12.26%	1,876	10,000	5,681
	Other Misc Expenses -History								
	Total Salary	1,052,040	1,001,145		50,895	5.08%	695,824	919,600	898,839
	Total Other	27,200	43,130		(15,930)	-36.93%	9,590	38,600	16,070
	Total DPW Operations	1,079,240	1,044,275		34,965	3.35%	705,414	958,200	914,908

Budget Worksheet
420-Highway

		FY25									
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23		
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual		
		21,200	19,000					20,000			
001-420-5200-00000	Highway Utilities					2,200	11.58%		14,239		
001-420-5300-00000	Highway Professional Services			317,000	115,000	202,000	175.65%		53,728	90,000	83,708
001-420-5400-00000	Highway Supplies			273,000	150,000	123,000	82.00%		112,543	150,000	142,565
001-420-5800-00000	Highway Vehicles Lease Payments			225,000	87,000	138,000	158.62%		85,898	257,000	254,122
	Other Misc Expenses -History										
	Total Salary			0	0	0	0.00%		0	0	0
	Total Other	836,200	371,000	465,200	125.39%	266,409	517,000	499,896			
	Total Highway	836,200	371,000	465,200	125.39%	266,409	517,000	499,896			
Notes:											
Includes MS4 costs for Year 6											
New Lease estimated payment											

**Budget Worksheet
423-Snow & Ice**

		FY25						
		Submitted	FY24		FY25	FY25	FY24	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget
								Actual
001-423-5116-00000	S&I Seasonal Wages	4,140	3,870		270	6.98%	1,147	3,225
001-423-5130-00000	S&I OT	95,175	91,670		3,505	3.82%	52,980	78,682
								67,291
001-423-5300-00000	S&I Contract & Prof Services	30,000	30,000		0	0.00%		35,000
001-423-5400-00000	S&I Supplies	125,000	125,000		0	0.00%	59,409	38,486
001-423-5500-00000	S&I Vehicle Maintenance	25,000	25,000		0	0.00%	205,203	122,690
	Other Misc Expenses -History							327,472
								95,937
	Total Salary	99,315	95,540		3,775	3.95%	54,127	81,907
	Total Other	180,000	180,000		0	0.00%	264,613	67,291
	Total Snow & Ice	279,315	275,540		3,775	1.37%	318,740	157,690
Notes:								461,896
***May not reduce funding								
Salary: Average hours; based on regular rates								
S&I Contract & Prof Services: Contract Drivers								
Separating Vehicle Maintenance for Large Trucks for Transparency includes outside service & supplies for in-house repair								
Actuals updated for FY22 -FY24 for reference								

Budget Worksheet
424-Street Lights& Svc

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-424-5200-00000	Street Lights & Signals	68,000	65,000		3,000	4.62%	50,861	65,000	81,182
001-424-5300-00000	Professional Services	55,000	45,000		10,000	22.22%	16,144	30,000	40,320
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	123,000	110,000		13,000	11.82%	67,004	95,000	121,502
	Total Street Lights & Signals	123,000	110,000		13,000	11.82%	67,004	95,000	121,502
Notes:									

FY2022 Budget Worksheet
425-Fleet Maintenance

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-425-5116-0000	Fleet Part Time Seasonal	0			0				
001-425-5300-0000	Fleet Professional Services	67,150			67,150	100.00%			
001-425-5400-0000	Fleet Supplies	110,500			110,500	100.00%			
001-425-5500-0000	Fleet Other Exp	27,500			27,500	100.00%			
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	205,150	0		205,150	100.00%	0	0	0
	Total Fleet Maintenance	205,150	0		205,150	100.00%	0	0	0
Notes:									
New Department: Costs restructured from Police, Fire, Highway, Facilities, Transfer Station, Tree Depts to create efficiencies; Sewer funds transferred through indirect costs									
New Proposal: Part Time Help through BVT CoOp Program (\$20,800) will be delayed until FY26; Tool Allowance (\$1000); Fleet Maintenance Software (Vehicle mounted system included), Specialty scanner & tooling (\$27,500)									
91 Vehicles, 55 Trailers/Mowers/Blowers/Etc = \$1,550 avg funding each									

Budget Worksheet
430-Transfer Station

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-430-5200-00000	Transfer Sta Utilities	10,000	8,000		2,000	25.00%	4,049	10,000	6,050
001-430-5300-00000	Transfer Sta Professional Services	47,800	52,340		(4,540)	-8.67%	25,104	50,000	41,771
001-430-5400-00000	Transfer Sta Supplies	12,500	12,500		0	0.00%	3,777	12,500	10,028
001-430-5500-00000	Transfer Sta Hauling	200,000	200,000		0	0.00%	171,650	200,000	177,674
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	270,300	272,840		(2,540)	-0.93%	204,580	272,500	235,523
	Total Transfer Station	270,300	272,840		(2,540)	-0.93%	204,580	272,500	235,523
Notes:									
Utilities: Electric, Water,									
Professional Services: Site repairs, fencing repairs, building maintenance, outside storage tank pumping, power washing, Landfill Monitoring (\$10,000), Uniform Cleaning per CBA @14/wk per 2 x52 (\$1,455)									
Supplies: Cleaning/Maintenance Supplies									

Budget Worksheet
490-Parks

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-490-5116-00000	Parks Seasonal	27,000	32,400		(5,400)	-16.67%	3,360	31,590	12,242
001-490-5200-00000	Parks Utilities	12,000	17,000		(5,000)	-29.41%	9,607	20,000	9,810
001-490-5300-00000	Parks Professional Services	17,600	15,000		2,600	17.33%	5,190		
001-490-5400-00000	Parks Supplies	30,000	27,000		3,000	11.11%	13,317	26,000	24,907
001-490-5500-00000	Parks Expenses	0	0		0	0.00%		10,700	10,287
001-490-5555-00000	Butler Farm Expenses				0	0.00%		0	
	Other Misc Expenses -History								
	Total Salary	27,000	32,400		(5,400)	-16.67%	3,360	31,590	12,242
	Total Other	59,600	59,000		600	1.02%	28,113	56,700	45,004
	Total Parks	86,600	91,400		(4,800)	-5.25%	31,473	88,290	57,246

Budget Worksheet
491-Cemetery

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-491-5116-00000	Cemetery Seasonal	21,600	21,600		0	0.00%		21,060	7,994
001-491-5200-00000	Cemetery Utilities	2,700	2,500		200	8.00%	1,173	2,500	622
001-491-5400-00000	Cemetery Supplies	13,000	12,500		500	4.00%	879	12,000	12,393
001-491-5500-00000	Cemetery Expenses	11,000	11,000		0	0.00%	4,961	11,000	8,827
	Other Misc Expenses -History								
	Total Salary	21,600	21,600		0	0.00%	0	21,060	7,994
	Total Other	26,700	26,000		700	2.69%	7,012	25,500	21,842
	Total Cemetery	48,300	47,600		700	1.47%	7,012	46,560	29,836
Notes:									
2 Seasonal help for 18 weeks									
Utilities increased with added irrigation lines									
Supplies: Fertilizer, grass seed, loam, tools, lawnmower parts									

Budget Worksheet
495-Fuel

		FY25									
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23		
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual		
		8,500	6,000					6,000			
001-495-5300-00000	Fuel System Testing/Maint Svc					2,500	41.67%		3,915		
001-495-5400-00000	Fuel			173,000	175,500	(2,500)	-1.42%		74,682	172,500	147,823
	Other Misc Expenses -History										
	Total Salary	0	0		0	0.00%	0	0	0		
	Total Other	181,500	181,500		0	0.00%	78,597	178,500	172,929		
	Total Fuel	181,500	181,500		0	0.00%	78,597	178,500	172,929		
Notes:											
Testing Svc: Cyclical Testing pd early in year \$5250; Maintenance service as needed; \$850 for line & integrity testing per insurance co.											
Estimates are approximately the same and prices have been increasing. Price and winter weather can affect these totals, tank fillups occur as needed.											
Fuel:		Price	Est Gallons		Total						
FY25 Estimates	Unleaded	3.10	33,600		104,160						
	Diesel	5.00	14,300		71,500						
					175,660						
For Reference:	FY24 Unleaded Estimates	3.10	33,600		104,160						
	FY24 Diesel Estimates	5.00	14,300		71,500						
					175,660						
For Reference:	FY23 Unleaded Estimates	3.75	33,600		126,000						
	FY23 Diesel Estimates	3.25	14,300		46,475						
					172,475						

**Budget Worksheet
510-Board of Health**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-510-5111-00000	BoH Elected	7,845	7,845		0	0.00%	5,884	7,845	7,845
001-510-5112-00000	Health Dept Salary	88,000	81,755		6,245	7.64%	59,736	17,500	39,616
001-510-5114-00000	Health Dept Hourly	47,780	46,210		1,570	3.40%	33,769	45,270	39,958
001-510-5130-00000	Health Dept OT							750	
001-510-5300-00000	Health Dept Professional Services	27,500	18,000		9,500	52.78%	6,283	77,290	46,223
001-510-5400-00000	Health Dept Supplies	1,000	2,000		(1,000)	-50.00%	687	2,500	2,532
001-510-5500-00000	Health Dept Other Expenses	6,000	7,500		(1,500)	-20.00%	3,404	10,300	6,193
001-510-5500-OPIO	Health Dept Opioid Reduction Work		9,000		(9,000)	-100.00%	6,950		
001-510-5700-00000	Health Dept Professional Development	2,800	2,500		300	12.00%	480		
	Other Misc Expenses -History								
	Total Salary	143,625	135,810		7,815	5.75%	99,388	71,365	87,419
	Total Other	37,300	39,000		(1,700)	-4.36%	17,804	90,090	54,948
	Total BoH	180,925	174,810		6,115	3.50%	117,192	161,455	142,368
Notes:									
3 Elected									
Salary: Director of Health & Inspectional Services (\$17,500 revenue offset from Opiod Funds)									
Hourly: Head Clerk 35 Hrs @ Step 7 (OT offset from Opiod Funds)									
Professional Services: District Doctor \$2,500; District Nurse PAYG \$18,000; Known Additional Nursing Needs									
FY25 Only \$5,000; Dumpster Rental & Disposal & Misc									
Supplies: Misc Office Supplies *transfer \$1,000 to Facilities									
Other Expenses: Flu Vaccine (2500), Sharps Disposal (2420) plus safeclips, Cell Phone (575) (reimbursed from Region 2)									
Opiod Reduction Work: *Prior Funded from Stabilization, New MGL Changes to Spec Rev*See article									
Prof Dev: Dues & Conferences, Training MHOA (1400x2)									

Budget Worksheet
541-COA

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-541-5112-00000	COA Salary	137,000	129,540		7,460	5.76%	94,650	126,000	125,929
001-541-5114-00000	COA Hourly	28,110	27,290		820	3.00%	23,977	36,000	35,890
001-541-5116-00000	COA Van Drivers		1,000		(1,000)	100.00%			
001-541-5130-00000	COA OT				0	0.00%			
001-541-5200-00000	COA Utilities	17,000	15,500		1,500	9.68%	14,043	19,000	17,557
001-541-5300-00000	COA Professional Services	26,000	25,700		300	1.17%	11,259	26,200	26,513
001-541-5400-00000	COA Supplies	2,550	5,500		(2,950)	-53.64%	4,043	5,000	5,209
001-541-5500-00000	COA Expenses	17,590	26,670		(9,080)	-34.05%	3,818	19,000	1,605
	Other Misc Expenses -History								
	Total Salary	165,110	157,830		7,280	4.61%	118,627	162,000	161,820
	Total Other	63,140	73,370		(10,230)	-13.94%	33,163	69,200	50,883
	Total COA	228,250	231,200		(2,950)	-1.28%	151,790	231,200	212,703
Notes:									
Salary: Director & Program Coordinator									
Hourly: 1PT @11 hrs; 1PT @14 hrs; 1 PT pd from Grants									
Utilities: Electric MassSolar \$6,000; Gas \$6,000, Water \$2,500, Trash Removal \$2,500 contract increased									
Professional Services: Commercial Cleaning & Painting \$7,000; Machine repairs, general Systems mainenance \$12,000; Programming \$7,000									
Supplies: Custodial \$2,200; Office \$1,500; Kitchen \$800; Volunteer Supplies \$1,000 *transfer \$2,950 to Facilities									
Other Expenses/Professional Development: Training, Professional Development and Grant Match funds									

Budget Worksheet
543-Veterans

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-543-5112-00000	Veterans Services Salary	39,000	37,000		0	0.00%		0	
001-543-5300-00000	Veterans District Services			2,000	2,000	100.00%	1,527	35,000	33,676
001-543-5400-00000	Veterans Supplies			120,000	125,000	-4.00%	64,820	150,000	84,255
001-543-5770-00000	Veterans Benefits								
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	161,000	162,000		(1,000)	-0.62%	79,954	185,000	119,899
	Total Veterans	161,000	162,000		(1,000)	-0.62%	79,954	185,000	119,899
Notes:									
Salary: Changed to Regional District services in FY22									
District Services: Regional District amount based on population of total group.									
Veterans Benefits: Current 14 clients, based on historic average, plus to accommodate increase for new clients									

**Budget Worksheet
610-Library**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-610-5112-00000	Library Salary	145,764	129,763		16,001	12.33%	90,543	118,513	117,845
001-610-5113-00000	Librarians	169,477	161,520		7,957	4.93%	128,771	156,354	188,619
001-610-5114-00000	Library Hourly	57,319	55,822		1,497	2.68%	22,875	54,123	14,675
001-610-5200-00000	Library Utilities	33,300	32,090		1,210	3.77%	24,548	53,945	40,010
001-610-5300-00000	Library Professional Services	68,275	66,725		1,550	2.32%	48,003	37,700	57,686
001-610-5400-00000	Library Supplies	5,400	10,165		(4,765)	-46.88%	8,951	14,295	12,005
001-610-5500-00000	Library Materials	91,580	87,115		4,465	5.13%	51,328	83,215	78,472
001-610-5700-00000	Library Professional Development	1,240	1,240		0	0.00%	1,240	750	750
	Other Misc Expenses -History								
	Total Salary	372,560	347,105		25,455	7.33%	242,190	328,990	321,138
	Total Other	199,795	197,335		2,460	1.25%	134,070	189,905	188,924
	Total Library	572,355	544,440		27,915	5.13%	376,260	518,895	510,063
Notes:									
See Summary Pages									
Salary increase includes PT Adult librarian									
Library Materials must =16% total budget AND total budget must meet Municipal Appropriation Requirement (MAR)									

**Budget Worksheet
610-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGES
UTILITIES		33,300					
Electric: National Grid & MassSolar	16,500		15,670	20,000	28,280	28,000	FY23 actual \$20,240
Heating: Direct Energy& Eversource	12,000		11,365	29,881	24,240	24,000	
Aquarion Water	1,925		3,190	1,801	1,955	1,936	
Trash Removal	2,875		1,865	1,700	1,697	1,680	
Elevator Emergency phone				563	536	531	included in Granite - 155 Tech
PROFESSIONAL SERVICES		68,275					
Elevator Maintenance, Fire Suppression System, Fire Extinguisher Service, Boiler Inspection, Gutter Cleaning, Carpet Cleaning, Copier Maintenance	16,675		9,280	9,440	4,712	4,666	
CWMars Assessment	20,300		22,615	20,305	20,920	20,920	
Movie Licensing, Zoom, website, Domain, Plymouth rocket eventkeeper, etc	1,300		1,660	1,805			
General Maintenance HVAC, Electrical, Pest Control etc.	30,000		33,170	6,150	10,100	10,000	
SUPPLIES		5,400					
Cleaning Solutions & Paper products			1,820	1,080	1,079	1,068	*transfer \$1,750 to Facilities
Office Supplies, paper, Demco, etc	1,500		4,340	4,500	3,300	3,267	*transfer \$3,000 to Facilities
Ink/Toner	2,400		1,980	2,150	2,149	2,128	
IBA business cards				160			
Light bulbs	500		775	600	644	638	
Building/Grounds Misc Supplies	1,000		1,250	3,305	4,901	4,853	
Paper Bags for curbside			0	1,500			Reduced need, use State Aid
Summer Reading Incentives			0	1,000	421	417	Use State Aid
MATERIALS		91,580			80,250		
Adult Books, Juvenile and Young Adult Books	68,000		65,225	40,000			The increase in the material budget is to 1) meet the 16% operation budget requirement, and 2) fold database subscription into the library's operating budget to accurately reflect the operating cost.
Audio	5,000		4,715	11,275			Juvenile, Young Adult and Adult books are combined on state reporting
Video	4,000		4,420	6,000			
Subscriptions	3,790		3,690	4,500			
Electronic Databases	4,790		3,840	15,000			
eBooks	3,900		3,485	5,000			
Tmobile Hotspots	2,100		1,740	1,440			5 hotspots 164.50 X 12 months = 1,974 Pintrac \$75/year = \$2,049
PROFESSIONAL DEVELOPMENT		1,240					
Mileage to meetings & training	245		245	100	202	200	
ALA Dues	300		300	385	385	382	
MLA Dues	695		695	265	263	260	
		199,795	197,335	189,905	186,034	104,946	2,460

Budget Worksheet
670-Asa Waters

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
001-670-5112-00000	Asa Waters Salary	72,000	61,895		10,105	16.33%	38,977	60,680	60,679
001-670-5116-00000	Asa Waters Part Time	18,000	12,000		6,000	50.00%	3,870	12,000	5,728
001-670-5200-00000	Asa Waters Utilities	25,790	24,270		1,520	6.26%	14,020	26,250	25,488
001-670-5300-00000	Asa Waters Professional Services	13,320	13,315		5	0.04%	5,398	12,480	8,453
001-670-5400-00000	Asa Waters Supplies	2,250	3,200		(950)	-29.69%	2,410	3,200	4,626
001-670-5500-00000	Asa Waters Other Expenses	12,000	13,000		(1,000)	-7.69%	10,393	9,620	12,058
	Other Misc Expenses -History								
	Total Salary	90,000	73,895		16,105	21.79%	42,846	72,680	66,406
	Total Other	53,360	53,785		(425)	-0.79%	32,222	51,550	50,626
	Total Asa Waters	143,360	127,680		15,680	12.28%	75,068	124,230	117,032
Notes:									
Part Time average 12-14 hrs all year, at rate \$25.5/hr: Administrative tasks as needed, primary social media contact.									
See Summary Tab									

**Budget Worksheet
670-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES
UTILITIES		25,790					
Electricity	11,500		11,375	10,340	9,400	8,750	
Waste Services	2,000		1,815	1,785	1,560	1,560	
Heating	8,250		7,865	7,150	6,500	6,200	
Water	2,500		1,705	1,500	1,200	1,200	
Cable	1,000		900	900	820	820	
Copier Lease (expires 7/23) \$339/mo (includes cost of toner)			105	4,075	4,188	4,188	
Cell Phone	540		505	500	540	620	
PROFESSIONAL SERVICES		13,320					
Tent setup/Takedown/Washing	6,300		6,280	5,795			
Pest Control/Pesticides/Lawn care	4,000		4,020	4,070	2,956	2,881	
Fire Alarm Svc, Fire Ext Svc, Irrigation System	1,020		1,015	615	924	140	
Startup/Shutdown, Boiler Insp							
General Maintenance HVAC, Electrical, etc.	2,000		2,000	2,000	2,000	1,800	
SUPPLIES		2,250			3,000	2,000	
Cleaning Solutions/Paper Products			500	500			*transfer \$500 to Facilities
Office Supplies	250		500	500			*transfer \$750 to Facilities
HVAC items, plumbing, floor coverings, wall coverings, electrical, paint, glass, doors, window coverings, hand or power tools	2,000		2,000	2,000			
Misc supplies, computer accessories, batteries, etc			200	200			
OTHER EXPENSES		12,000					
Dues & License			1,000	500	500	500	
Advertising	12,000		12,000	9,120	6,840	7,340	
Capital improvements					10,037	7,600	
		53,360	53,785	51,550	50,465	45,599	(425)

Budget Worksheet
710-Long Term Debt

		FY25 Submitted							
		Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-710-5910-00000	Retirement of LT Debt	2,696,904	2,635,331		61,573	2.34%	2,635,327	1,713,279	1,713,279
001-710-5915-00000	Long Term Interest	1,487,063	2,084,817		(597,754)	-28.67%	2,084,817	418,268	418,268
001-710-5925-00000	Short Term Interest	1,478,033	664,352		813,681	122.48%	664,352	634,592	634,592
001-710-5963-00000	BAN Paydown Transfer to Capital	955,000	1,015,000		(60,000)	-5.91%	1,015,000	1,160,000	1,160,000
	Other Misc Expenses -History	282,308	(296,530)						(548,165)
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	6,617,000	6,399,500		217,500	3.40%	6,399,496	3,926,139	3,377,974
	Total Debt & Interest	6,617,000	6,399,500		217,500	3.40%	6,399,496	3,926,139	3,377,974
Notes:									
See attached Debt Schedule									
Anticipate 6 months interest on Fire Station Long Term Note; either 6 months or partial paydown on School Short Term Note									

Date of Issue	Date Authorized	Purpose	Exempt/Not Exempt	P/I	Total Borrowing	2025	2026	2027	2028	2029	2030	2031	2032	2033
11/1/2003		Sewer CW-01-23	Exempt	P I										
11/15/2004		Sewer CW-02-39 - Town Portion		P I		32,631.20								
11/15/2004		Sewer CW-02-39 - Town Portion	Exempt	P I		83,206.74								
11/15/2004		Sewer CW-02-39 - Sewer portion		P I		32,338.58								
11/15/2004		Sewer CW-02-39 - Sewer portion	Exempt	P I		82,460.57								
11/16/2005		Sewer CW-02-39-A - Town Portion	N	P I		9,887.84 -	9,887.84 -							
11/16/2005		Sewer CW-02-39-A - Sewer portion	N	P I		9,799.16 -	9,799.16 -							
12/14/2006		Sewer CW-05-31	N	P I		123,551.00 42,073.55	126,483.00 39,141.90	129,484.00 36,140.68	132,556.00 33,068.26	135,701.00 29,922.95	138,921.00 26,703.01	142,218.00 23,406.65	145,592.00 20,032.08	149,047.00 16,577.44
11/9/2007		Engineering Sewer CW-04-36 Refunding (stormwater/drainage)	N	P I		36,559.05 1,111.53	37,297.20 372.97							
12/18/2007		Sewer CW-05-31-A	N	P I		215,216.00 82,897.64	220,475.00 77,638.85	225,862.00 72,251.56	231,381.00 66,732.63	237,034.00 61,078.86	242,826.00 55,286.95	248,760.00 49,353.51	254,838.00 43,275.08	261,065.00 37,048.13
3/18/2009		Sewer CW-05-31-B	N	P I		221,895.00 93,300.60	227,333.00 87,862.69	232,904.00 82,291.52	238,612.00 76,583.82	244,460.00 70,736.23	250,450.00 64,745.34	256,588.00 58,607.64	262,876.00 52,319.53	269,318.00 45,877.32
7/8/2010		Sewer CW-05-31-C	N	P I		44,118.00 6,122.60	45,010.00 5,231.32	45,919.00 4,322.03	46,847.00 3,394.37	47,793.00 2,447.97	48,758.00 1,482.46	49,744.00 497.44		
5/15/2015		Building Remodeling (School) Refunding	Exempt	P I		310,000.00 6,200.00								
3/1/2021	11/12/2019	School Fields Authorized: \$4,950,834	Exempt	P I	4,500,000	325,000.00 103,800.00	320,000.00 90,800.00	320,000.00 78,000.00	320,000.00 65,200.00	320,000.00 52,400.00	320,000.00 39,600.00	320,000.00 26,800.00	320,000.00 17,200.00	320,000.00 10,800.00
8/30/2022	11/12/2019	Shaw School Authorized: \$60,922,761	Exempt	P I	26,080,000	910,000.00 1,120,300.00	910,000.00 1,074,800.00	910,000.00 1,029,300.00	910,000.00 983,800.00	910,000.00 938,300.00	910,000.00 892,800.00	910,000.00 847,300.00	910,000.00 801,800.00	910,000.00 756,300.00
11/1/2023		SRF		P I	859,000	164,493.00 19,757.00	168,068.00 13,890.14	171,720.00 10,528.78	175,453.00 7,094.38	179,266.00 3,585.32				
11/1/2023		MS4		P I	500,000	95,747.00 11,500.00	97,827.00 8,085.06	99,954.00 6,128.52	102,126.00 4,129.44	104,346.00 2,086.92				

9/4/2020	5/1/2018	Roads Authorized: \$1,100,000BAN	P I	455,000								
9/4/2020	5/7/2019	Roads Authorized: \$750,000BAN	P I	750,000	75,000.00 26,177.08	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	
9/4/2020	11/12/2019	McCracken Road (Part 1) Authorized: \$1,786,000	P I	1,000,000	100,000.00 34,902.78	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	
4/23/2021	11/12/2019	McCracken Road (Part 2)	P I	400,000	40,000.00 13,961.11	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	
4/23/2021		Ramshorn Dam	Exempt I	1,583,000	317,000.00 31,512.22	315,000.00						
4/23/2021	5/7/2019	Fire Truck Authorized: \$575,000BAN	P I	575,000	140,000.00 6,980.56							
4/23/2021	6/23/2020	Roads/Infrastructure Authorized: \$750,000BAN	P I	750,000	75,000.00 26,177.08	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	
4/23/2021	6/23/2020	Fire HQ Design & Engineering Authorized 315k design; 350k engineering	P I	665,000	133,000.00 13,263.06	133,000.00						
9/3/2021	5/4/2021	Roads/Infrastructure Authorized: \$725,000BAN	P I	725,000	75,000.00 28,670.14	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	50,000.00
2/1/2023		Shaw School (Part 4)	Exempt I	8,000,000	398,888.89							
2/1/2023	5/3/2022	Fire HQ Construction \$18,175,000	Exempt I	18,000,000	897,500.00							

Total Principal	3,651,903.14	2,985,180.20	2,500,843.00	2,521,975.00	2,543,600.00	2,275,955.00	2,292,310.00	1,943,306.00	1,909,430.00	
Total Interest	2,965,095.84	1,397,822.93	1,318,963.09	1,240,002.90	1,160,558.25	1,080,617.76	1,005,965.24	934,626.69	866,602.89	
Total Debt	6,616,998.98	4,383,003.13	3,819,806.09	3,761,977.90	3,704,158.25	3,356,572.76	3,298,275.24	2,877,932.69	2,776,032.89	
Total Principal -Town	2,758,031.83	2,188,012.04	1,694,954.00	1,697,126.00	1,699,346.00	1,595,000.00	1,595,000.00	1,280,000.00	1,230,000.00	
Total Interest - Town	2,720,944.45	1,174,058.03	1,113,428.52	1,053,129.44	992,786.92	932,400.00	874,100.00	819,000.00	767,100.00	
Total -Town	5,478,976.28	3,362,070.07	2,808,382.52	2,750,255.44	2,692,132.92	2,527,400.00	2,469,100.00	2,099,000.00	1,997,100.00	
Total Principal -Sewer	893,871.31	797,168.16	805,889.00	824,849.00	844,254.00	680,955.00	697,310.00	663,306.00	679,430.00	
Total Interest - Sewer	244,151.39	209,874.76	195,005.79	179,779.08	164,186.01	148,217.76	131,865.24	115,626.69	99,502.89	
Total Sewer	1,138,022.70	1,007,042.92	1,000,894.79	1,004,628.08	1,008,440.01	829,172.76	829,175.24	778,932.69	778,932.89	
Total Long Term Principal	2,696,903.14	2,172,180.20	2,135,843.00	2,156,975.00	2,178,600.00	1,910,955.00	1,927,310.00	1,893,306.00	1,909,430.00	
Total Long Term Interest	1,487,062.92	1,397,822.93	1,318,963.09	1,240,002.90	1,160,558.25	1,080,617.76	1,005,965.24	934,626.69	866,602.89	
Total Short Term Principal	955,000.00	813,000.00	365,000.00	365,000.00	365,000.00	365,000.00	365,000.00	50,000.00	-	
Total Short Term Interest	1,478,032.92	-	-	-	-	-	-	-	-	
Total Principal	3,651,903.14	2,985,180.20	2,500,843.00	2,521,975.00	2,543,600.00	2,275,955.00	2,292,310.00	1,943,306.00	1,909,430.00	
Total Interest	2,965,095.84	1,397,822.93	1,318,963.09	1,240,002.90	1,160,558.25	1,080,617.76	1,005,965.24	934,626.69	866,602.89	

Budget Worksheet
911-County Retirement Assmt

		FY25								
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23	
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual	
		2,823,690	2,594,080					2,429,017		
001-911-5600-00000	County Retirement Assessment					229,610	8.85%		2,594,078	2,429,017
	Other Misc Expenses -History					0				
	Total Salary	0	0		0	0.00%	0	0	0	
	Total Other	2,823,690	2,594,080		229,610	8.85%	2,594,078	2,429,017	2,429,017	
	Total County Retirement Assmt	2,823,690	2,594,080		229,610	8.85%	2,594,078	2,429,017	2,429,017	
Notes:										
Estimate Only; Total Assessment pending, early 7/1 pmt discount will be budgeted										

**Budget Worksheet
912-Insurance**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 4/1	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-912-5170-00000	Workers Comp Ins	200,000	200,000		0	0.00%	180,743	200,000	176,640
001-912-5171-00000	Injured On Duty Expense	100,000	95,000		5,000	5.26%	99,029	95,000	86,359
001-912-5172-00000	Unemployment Ins	46,485	39,200		7,285	18.58%	65,030	37,980	(9,905)
001-912-5740-00000	Liability Ins - Property/Casualty/Prof.	420,000	440,000		(20,000)	-4.55%	415,429	310,000	329,082
	Other Misc Expenses -History				0				
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	766,485	774,200		(7,715)	-1.00%	760,231	642,980	582,176
	Total Other Insurance	766,485	774,200		(7,715)	-1.00%	760,231	642,980	582,176
Notes:									
Workers Comp: Only slight increase on FY22 actuals									
Police & Fire Accident Ins: Increase based on several cases pending in FY22									
Unemployment: Calculated based upon one and a half employees at maximum benefit (\$1033/week), for maximum period of 30 weeks; cost of management consultant has been eliminated, now covered through MIIA									
Liability Ins: General Building property increases overall; Increase number of vehicles on policy, several claims (Library, DPW vehicles, PD vehicles, etc) also attribute to increase.									

Budget Worksheet
915-Employee Benefits

		FY25						
		Submitted	FY24		FY25	FY25	FY24	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget
								Actual
001-915-5170-000000	FSA Admin Expense	10,100	10,000		100	1.00%	8,330	10,000
001-915-5171-000000	Health Ins Town	1,617,942	1,543,425		74,517	4.83%	1,148,698	1,372,959
001-915-5172-000000	Health Ins School	4,532,188	4,133,775		398,413	9.64%	3,411,048	3,780,704
001-915-5173-000000	Group Life Ins Town	1,800	1,600		200	12.50%	1,115	1,600
001-915-5174-000000	Group Life Ins School	4,200	3,600		600	16.67%	2,399	3,600
001-915-5176-000000	Opt-Out Benefit Payments	22,500			22,500	100.00%		
001-915-5179-000000	Medicare	485,000	422,000		63,000	14.93%	310,882	405,000
001-915-5500-000000	Inpatient Trust Fund	10,500	18,000		(7,500)	-41.67%	2,168	18,000
	Other Misc Expenses -History				0	0.00%	223	
	Total Salary	0	0		0	0.00%	0	0
	Total Other	6,684,230	6,132,400		551,830	9.00%	4,884,862	5,591,862
	Total Employee Benefits	6,684,230	6,132,400		551,830	9.00%	4,884,862	5,591,862
Notes:								
Health Ins based on MIIA rates distributed 1/20/23; enrollment on 1/1/23 *ESTIMATED**								
Life Ins: reduced per historic actuals								
Opt-Out Benefit: New updated policy under construction								
Inpatient Trust Fund: \$1500/hospital stay, est avg 1/month or less								

Budget Worksheet
440-Sewer

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
651-440-5111-00000	Sewer Dept Elected	3,780	3,780		0	0.00%	2,561	3,780	2,520
651-440-5113-00000	Sewer Dept Hourly	45,095	42,552		2,543	5.98%	30,993	45,456	16,838
651-440-5115-00000	Sewer Workers	229,534	235,682		(6,148)	-2.61%	140,759	226,469	139,153
651-440-5116-00000	Sewer Seasonal	10,800	10,800		0	0.00%	2,526	10,530	3,157
651-440-5130-00000	Sewer OT	39,076	38,541		535	1.39%	19,465	37,700	12,497
651-440-5200-00000	Sewer Utilities	140,000	165,000		(25,000)	-15.15%	111,962	165,000	76,809
651-440-5300-00000	Sewer Professional Services	370,000	420,000		(50,000)	-11.90%	238,228	410,000	266,011
651-440-5400-00000	Sewer Supplies	19,000	50,000		(31,000)	-62.00%	36,427	45,000	35,875
651-440-5590-00000	Sewer Uniforms	5,830	5,430		400	7.37%	3,573	4,200	2,962
651-440-5600-00000	Sewer UBCW Assessment	1,420,520	1,309,490		111,030	8.48%	1,309,488	1,211,820	1,211,820
651-440-5700-00000	Sewer Professional Development	13,120	13,120		0	0.00%	3,077	13,000	100
651-440-5800-00000	Sewer Capital Outlay	160,000	150,000		10,000	6.67%	22,417	70,000	19,043
651-440-5966-00000	Transfer to Savings	50,000	50,000		0	0.00%			
	Other Misc Expenses -History						385,384		
	Total Salary	328,285	331,355		(3,070)	-0.93%	196,304	323,935	174,165
	Total Other	2,178,470	2,163,040		15,430	0.71%	2,110,557	1,919,020	1,612,619
	Total Sewer	2,506,755	2,494,395		12,360	0.50%	2,306,861	2,242,955	1,786,784
651-440-5961-00000	Transfer to GF - Debt Service	1,138,024	953,511					953,250	
651-440-5961-00000	Transfer to GF - Indirect Costs	454,516	422,617					395,414	
	Total Appropriation	4,099,295	3,870,523					3,591,619	

**Budget Worksheet
440-Summary**

		FY25	FY24	FY23	FY22	FY21	NOTES/CHANGE
UTILITIES		140,000		165,000	159,500		
Electricity	117,000		142,000				
Heating	12,500		9,500				
Water	5,080		4,000				
Trash Removal	1,520		5,000				
Cellular Phones 3 Phones @ \$50/mo total, ipads	2,400		3,000				
Telephone/Internet/Cell Toning System	1,500		1,500				
PROFESSIONAL SERVICES		370,000		410,000	409,200	566,200	
Engineering Services: I&I	140,000		50,000				
Force Main Repairs	50,000		25,000				
Sewer Line Repairs, Manhole Cover Repairs	50,000		140,000				
Pump Station Repairs/Upgrades (HMI, PLC)	80,000		55,000				HMI/PLC is \$30k
Plumbers, Electricians, Garage Door Repairs, septic pumping, misc. hardware, appliances, fixtures, rug cleaning, bulbs, fire extinguishers, fire alarm, tools, supplies....	50,000		150,000				* Moved \$15,000 to Fleet Maintenance
SUPPLIES		19,000		45,000	45,000	45,000	
Cleaning Solutions	2,000		7,000				*transfer \$5,000 to Facilities
Toilet Paper, Soap, Paper Towels, Cleaning Supplies, Bottle	2,000		3,000				*transfer \$5,000 to Facilities
Water, Hardware Needs, etc...							
Odor control measures	7,500		20,000				Chlorine \$20/gal x 52 wks/yr
Paper Products	2,500		5,000				
Pump Motors and repair kits	5,000		15,000				* Moved \$15,000 to Fleet Maintenance
UNIFORMS		5,830		4,200	4,198	2,534	
Clothing Contract \$500/employee x4 employees	2,000		1,600				
Cleaning @\$16.25 per person/wk for 4 employees x52 /wk	3,830		3,830				
UB WPAD Assessment		1,420,521		1,211,820	1,194,369	1,194,369	
Non-Negotiable, costs shared w/ Sutton	1,420,521		1,309,488				**Estimated
PROFESSIONAL DEVELOPMENT		13,120		13,000	12,999	7,999	
CDL training, Sewer Lic, Sewer Class	11,000		11,000				
DOT Physicals 3@\$150 (Rotating), Drug Testing 8@\$55	1,500		1,500				
Hoisting Renewal 5@\$60, Class 2 Renewal 4@80	620		620				
CAPITAL OUTLAY		160,000		70,000	70,000	270,000	
Pump Station upgrades, Truck, Sewer Jet Etc.	160,000		150,000				Budgeting for at least one replacement pump.
		2,128,471	2,113,038	1,919,020	1,895,266	2,086,102	15,433
Transfer to Stabilization		50,000		250,000		500,000	
	50,000						

**FY2022 Budget Worksheet
432-MS4**

		FY25 Submitted Budget	FY24 Budget		FY25 vs FY24	FY25 vs FY24	FY24 YTD 12/31	FY23 Budget	FY23 Actual
Account Number	Account Name								
001-432-5300-0000	Compliance Expenses	512,860			512,860	100.00%			
001-432-5800-0000	Sweeper Lease Expenses	55,000			55,000	100.00%			
	Other Misc Expenses -History								
	Total Salary	0	0		0	0.00%	0	0	0
	Total Other	567,860	0		567,860	100.00%	0	0	0
	Total MS4 Enterprise	567,860	0		567,860	100.00%	0	0	0
651-440-5961-00000	Transfer to GF - Debt Service	107,250							
651-440-5961-00000	Transfer to GF - Indirect Costs	0							
	Total Appropriation	675,110	0					0	
Notes:									

**Budget Worksheet
156-Cable**

		FY25							
		Submitted	FY24		FY25	FY25	FY24	FY23	FY23
Account Number	Account Name	Budget	Budget		vs FY24	vs FY24	YTD 4/1	Budget	Actual
255-156-5112-00000	Cable Public Access Salary	74,230	71,375		2,855	4.00%	52,151	68,630	68,703
255-156-5114-00000	Cable Public Access Hourly	40,195	42,520		(2,325)	-5.47%	22,685	15,660	6,801
255-156-5171-00000	Cable Public Access Health Ins	24,570	22,700		1,870	8.24%	17,574	22,700	19,990
255-156-5200-00000	Cable Utilities	9,400	9,400		0	0.00%	1,412	9,400	7,921
255-156-5400-00000	Cable Supplies	14,000	14,000		0	0.00%	6,923	14,000	6,711
255-156-5700-00000	Cable Mileage Reimbursement	1,500	1,200		300	25.00%	900		
255-156-5800-00000	Cable Capital Upgrades	90,000	90,000		0	0.00%	23,703	90,000	14,406
	Other Misc Expenses -History								
	Total Salary	138,995	136,595		2,400	1.76%	92,410	106,990	95,494
	Total Other	114,900	114,600		300	0.26%	32,939	113,400	29,038
	Total Cable Public Access	253,895	251,195		2,700	1.07%	125,349	220,390	124,532
Notes:									
FY22 budget wages calculated incorrectly; adjusted distribution to reflect accurate salary									
Hourly: includes PT 20 hrs/week; and Digital Communication Specialist @ 16 hrs/week moved to IT									
Utilities: Charter converter boxes \$30/mo; Verizon internet \$175/mo; APM music license increasing to \$2000; VOD streaming \$2000; C4 support \$1200; misc subscriptions									