

RECEIVED

FEB 15 2024

TOWN OF AYER
TOWN CLERK

3:30


Town of Ayer
Select Board
1 Main Street
Ayer, MA 01432



Tuesday February 20, 2024
Open Session Meeting Agenda

*This meeting/hearing of the Ayer Select Board will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation via Zoom is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in a specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. This meeting will be live on Zoom and Channel 8. The public may access the proceedings by joining Zoom (**Meeting ID# 897 9080 0793**) or by calling (**929-205-6099**). For additional information about remote participation, please contact Carly Antonellis, Assistant Town Manager at atm@ayer.ma.us or 978-772-8220 ext. 100 prior to the meeting.*

6:00 PM

Call to Order

Pledge of Allegiance; Review and Approve Agenda; Announcements

Public Input

6:05 PM*

Town Manager's Report

1. Administrative Update/Review of Warrants
2. One Day Beer/Wine License Request – St. Mary's Parish
3. FY 2025 Budget Update DRAFT #2
4. 2024 Annual Town Meeting Warrant Development Update
5. FY '25 Non-Union Personnel Cost of Living Adjustment (COLA) Recommendation
6. Approval of SB Letter of Support for CPA Application for 71 Sandy Pond Road
7. FY 2025 Capital Plan Update

6:45 PM

New Business/Select Board Member Questions

6:50 PM

Approval of Meeting Minutes

February 6, 2024

6:55 PM**

Executive Session Pursuant to MGL Chapter 30A, Section 21A

Exemption #3 (Collective Bargaining Strategy) Ratification of Patrol Contract MOA

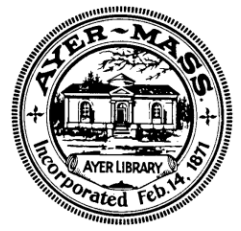
Review/Approval/Release of Executive Session Meeting Minutes For 71 Sandy Pond Road Acquisition: November 7, 2023; December 5, 2023; January 16, 2024

**Agenda Times are approximate and do not constitute exact times*

*** The Select Board will adjourn at the conclusion of Executive Session*

The next regularly scheduled meeting of the Ayer Select Board will be **Wednesday** March 6, 2024 at 6:00 PM, both in-person and via Zoom.
The 2nd Public Budget Forum will be held on **Wednesday** March 27, 2024 at 6:00 PM, both in-person and via Zoom.

Office of the Select Board
Office of the Town Manager



Town of Ayer | Ayer Town Hall | 1 Main Street | Ayer, MA 01432 | 978-772-8220 | www.ayer.ma.us

MEMORANDUM

DATE: February 16, 2024

TO: Ayer Select Board

FROM: Robert A. Pontbriand
Town Manager

SUBJECT: Town Manager's Report for the February 20, 2024 Ayer Select Board Meeting

Dear Honorable Select Board Members,

I am pleased to transmit to you the following Town Manager's Report for the February 20, 2024 Select Board Meeting. If you have any questions prior to the meeting, please do not hesitate to contact me directly. Thank you.

Administrative Update / Review of Town Warrants:

- At the meeting I will provide a brief Administrative Update on the various activities, initiatives, and projects of the Town since the Select Board last met on February 6, 2024.
- I have reviewed, approved, and signed the following Town Warrants since the Select Board last met on February 6, 2024:

Payroll Warrant #24-16 in the amount of \$391,120.02 was reviewed, approved, and signed on February 6, 2024.

Accounts Payable Warrant #24-16 in the amount of \$1,347,692.88 was reviewed, approved, and signed on February 13, 2024.

One Day Beer/Wine License Request – St. Mary's Parish:

- The Select Board is respectfully requested to review and approve the attached one-day beer/wine license for St. Mary's Parish for their Irish Corned Beef and Cabbage Dinner on Saturday, March 16, 2024 at 5pm in the Parish Hall of St. Mary's Church. (See attached).

FY 2025 Budget Update – DRAFT #2:

- Attached is DRAFT #2 of the FY 2025 Omnibus Budget which was also transmitted to the Ayer Finance Committee on February 16, 2024 and is posted on the FY 2025 Budget webpage on the Town's website at www.ayer.ma.us/budget (See attached). Hard copies of DRAFT #2 are also available upon request from the Select Board/Town Manager's Office.

- I will be joined by the Finance Manager, Barbara Tierney, at the meeting to provide a brief overview of the changes made from DRAFT #1 to DRAFT #2. These changes are highlighted in yellow on the DRAFT #2 Budget document and please see the attached memo highlighting the changes (See attachment). DRAFT #2 also contains the FY 2025 Ayer Shirely Regional School District Assessment as presented on February 6, 2024 and the FY 2025 Nashoba Valley Technical High School Assessment.
- ***The Second FY 2025 Budget Public Forum is scheduled for Wednesday, March 27, 2024 at 6pm in person at Town Hall with a remote participation option on Zoom available for the public as well.***

2024 Annual Town Meeting Warrant Development Update:

- At the meeting I will provide a brief update on the development of the 2024 Annual Town Meeting Warrant for the Annual Town Meeting on Monday, April 22, 2024 at 7pm in the Auditorium of the Ayer Shirely Regional High School. Please see the attached memo outlining the potential Warrant Articles to date (See attached). Per the Town's Budget Calendar, the deadline for all Warrant Articles and Citizen's Petitions is 12pm (noon) on Friday, March 29, 2024.
- The Select Board is scheduled to meet on Tuesday, April 2, 2024 at 6pm for the purposes of reviewing and finalizing the Warrant. The Select Board will be joined by the Finance Committee for the purposes of the final review of the FY 2025 Omnibus Article and all financial Articles on the Warrant.
- Upon approval by the Select Board, the Annual town Meeting Warrant will be publicly posted by April 5, 2024 at which time it will be sent for printing and mailing to all Ayer households to arrive prior to Town Meeting.

FY 2025 Non-Union Personnel Cost of Living Adjustment (COLA) Recommendation:

- At the meeting, in accordance with the provisions of the Town's Financial Policies, I will be making a formal recommendation to the Select Board for the FY 2025 Cost of Living Adjustment (COLA) of two percent (2%) for all Non-Union Personnel; Call Firefighters; and Compensated Elected Town Officials effective July 1, 2024, with funding subject to appropriation by Town Meeting. The estimated budgetary impact of this recommendation on the FY 2025 Budget is \$63,987.
- This recommendation is based on an analysis of the following resources as set forth by the Town's Financial Polices: Consumer Price Index (CPI) for the Boston-Cambridge-Newton Area; Federal Reserve Bank of Boston – Economic Update; Responses from a Survey of Neighboring Communities conducted by the Benefits and Payroll Manager; Massachusetts Municipal Human Resources Association COLA Survey; Social Security Benefits Analysis; and an analysis of Ayer's Collective Bargaining Agreements which all include a 2% COLA for FY 2025.
- I will be joined at the meeting by Ms. Amanda Lewis, Benefits and Payroll Manager, who conducted the FY 2025 COLA analysis for this recommendation (See attached) to answer any questions that the Select Board may have.

Approval of Select Board Letter of Support for CPA Application for 71 Sandy Pond Road:

- As previously authorized by the Select Board, I attended the Community Preservation Committee Meeting on February 7, 2023 to present the funding eligibility application for the acquisition of 71 Sandy Pond Road by the Town for the future purposes of parks/recreation and open space in the amount of \$350,000 to come from the Open Space and Recreation Categories. The Community Preservation Committee voted

unanimously to advance the project to a Public Hearing on Wednesday, March 6, 2024 at 7pm. In preparation for this next step in the project, I will be submitting on behalf of the Select Board a full funding application.

- I am respectfully requesting that the Select Board vote to authorize a letter of support for the application from the Select Board. I have attached a sample letter for your consideration and input (See attached). Please note that the Parks Commission voted at their meeting on February 15, 2024 to issue a letter of support for the application.

FY 2025 Capital Plan Update:

- The Capital Planning Committee recently completed its review and recommendations of all the FY 2025 Capital Requests submitted by Town Departments. Please see the attached matrix containing the recommendations of the Capital Planning Committee as compiled by the Chair of the Capital Planning Committee, Select Board Member Scott Houde (See attached). At the meeting I will provide a brief overview of the FY 2025 Capital Plan and look forward to discussing with the Select And answering any questions you may have. All the FY 2025 Capital Plan meeting materials including presentations are posted on the Capital Planning Committee Webpage and the FY 2025 Budget webpage on the Town's website at www.ayer.ma.us

Thank you.

Attachments:

One Day Beer and Wine License Request from St. Mary's Church

Memo from the Town Manager Re: DRAFT #2 of the FY 2025 Budget

DRAFT #2 of the FY 2025 Budget (February 16, 2024)

Memo from the Town Manager Re: 2024 Annual Town Meeting Warrant Development Update

Memo from Benefits and Payroll Manager Re: FY 2025 COLA Analysis

DRAFT/Sample Letter of Support for CPA Funding Application for 71 Sandy Pond Road

FY 2025 Capital Plan Matrix of Project Recommendations from the Capital Planning Committee

February 6, 2024

Ayer Select Board
1 Main Street
Ayer MA 01432

Request for One Day Liquor License

St. Mary's Church
Saturday, March 16th, 2024
4pm-9pm

Good afternoon,

On behalf of St. Mary's Church, 31 Shirley Street, I am requesting a one-day liquor license for use in the Parish Hall on Saturday, March 16th for an Irish Corned Beef and Cabbage Dinner to raise money for our parish.

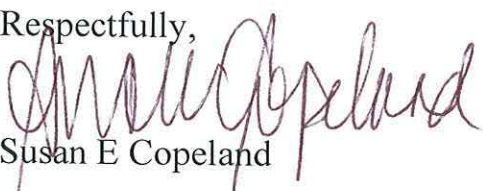
The Main Menu will include a variety of homemade and traditional foods for an Irish Corned Beef and Cabbage Dinner complete with homemade desserts and plenty of Irish Soda bread! We also have to-go containers for those who would prefer to enjoy at home.

Refreshments of soda, coffee, tea, and water as well as beer and wine, if approved.

We will have raffle items as well!

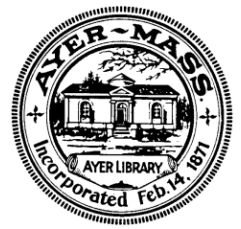
Thank you for your consideration and we hope anyone, and everyone, is able to join us on Saturday, March 16th at 5pm in the Parish Hall!

Respectfully,



Susan E Copeland

**Office of the Select Board
Office of the Town Manager**



Town of Ayer | Ayer Town Hall | 1 Main Street | Ayer, MA 01432 | 978-772-8220 | www.ayer.ma.us

MEMORANDUM

DATE: February 16, 2024

TO: Ayer Select Board

FROM: Robert A. Pontbriand
Town Manager

SUBJECT: Overview of DRAFT #2 of the FY 2025 Budget

Dear Honorable Select Board Members,

Attached is DRAFT #2 of the FY 2025 Town of Ayer Omnibus Budget which includes the proposed FY 2025 School Assessments from the Ayer Shirely Regional School District and the Nashoba Valley Technical High School District (See attached). This memo and DRAFT #2 of the Budget has been transmitted to the Ayer Finance Committee and will also be posted on the FY 2025 Budget webpage on the Town's website at www.ayer.ma.us/budget. Hard copies of DRAFT #2 are available upon request from the Town Manager's Office during normal business hours.

At the February 20, 2024 Select Board Meeting I will be joined by the Finance Manager, Barbara Tierney to make a brief presentation highlighting the changes made in DRAFT #2 of the Budget from DRAFT #1 of the Budget which was issued back on January 12, 2024. The major changes to DRAFT #2 are highlighted in yellow on the budget document.

Overview of DRAFT #2:

- DRAFT #2 Total Increase Before School Assessments: \$942,036.73 5.26% increase from FY 2024
- DRAFT #2 Total Increase is down from the increase of DRAFT #1 which was \$1,141,440.33 or 6.37%
- DRAFT #2 Includes both proposed FY 2025 School Assessments as follows:
- Ayer Shirley Regional School District FY 2025 Assessment (Including Debt): \$14,690,730 which represents a \$1,135,662 increase over FY 2024 or an 8.38% increase.
- Nashoba Valley Technical High School District FY 2024 Assessment (Including Debt): \$1,074,675 which represents a \$61,955 decrease from FY 2024 or a -5.45% decrease.
- The Total DRAFT #2 FY 2025 Budget with the School Assessments is \$34,622,722.73 which represents a \$2,015,703.73 increase from FY 2024 or a 6.18% increase.

Overview of Budget Adjustments in DRAFT #2:

- Reserve Fund (01132-57000) was reduced from \$175,000 to \$150,000 (a decrease of \$25,000) to return to the historic Reserve Fund level (pre-pandemic).
- Assessing Department (01141-52000 Services) was reduced by \$15,000.
- Council on Aging (01541-54000 Supplies) was reduced by \$3,500.
- Library (01610-54000 Supplies) was reduced by \$5,000.
- Group Health and Life Insurance (01940-57420 Health Insurance) was reduced from an estimated 15% increase to an increase of 8% representing a decrease of \$151,332 to the Health Insurance Budget Line.

Budgetary Items not Included to Date in DRAFT #2:

- Non-Union COLA Recommendation (to be presented and approved on February 20, 2024)
- Police Patrol Contract First Year Costs (contract MOA to be ratified by the Select Board on February 20, 2024)
- Police Dispatchers Contract First Year Costs (contract negotiations in process anticipated to conclude by early March)
- Four (4) Non-Union Personal Service Contracts (contract negotiations in process; anticipated to conclude by early March)

In conclusion, DRAFT #2 of the Budget continues to be reviewed for efficiencies and will culminate in DRAFT #3 (Final) to be reviewed and presented at the **Second Public Budget Forum to take place on Wednesday, March 27, 2025 at 6pm** in the First Floor Meeting Room of the Ayer Town Hall with a Zoom link for remote participation from the public.

I look forward to answering any questions the Select Board may have on DRAFT #2 at your meeting on February 20, 2024. I have also offered to appear before the Finance Committee as well to answer any questions regarding DRAFT #2.

Thank you.

Attachment: DRAFT #2 of the FY 2025 Budget (Issued February 16, 2025)

Cc: Ayer Finance Committee
Ayer Finance Manager
Ayer Town Accountant

FISCAL 2025 OMNIBUS BUDGET DRAFT 2 02/16/2024

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET			
MODERATOR	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	NOTES
01114-51100	MODERATOR STIPEND	530.00	541.00	552.00	563.00	0.00	574.00	574.00	0.00	0.00%	
01114-57000	MODERATOR EXPENSES		0.00	0.00	0.00	40.00	100.00	100.00	0.00	0.00%	
TOTAL	MODERATOR	530.00	541.00	552.00	563.00	40.00	674.00	674.00	0.00	0.00%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET			
SELECT BOARD	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	
01122-51000	SB SALARY	241,117.98	252,272.18	259,346.37	270,020.96	114,379.70	296,913.00	312,778.00	15,865.00	5.34%	
01122-51100	SB WAGES	7,510.39	11,363.49	9,082.04	11,622.79	2,671.08	61,563.00	66,393.00	4,830.00	7.85%	
01122-52000	SB SERVICES	1,373.24	1,235.76	1,019.72	995.76	331.92	1,250.00	1,250.00	0.00	0.00%	
01222-54000	SB SUPPLIES	567.05	617.43	689.34	273.44	64.43	1,000.00	1,000.00	0.00	0.00%	
01122-57000	SB EXPENSES	2,452.16	3,219.94	2,729.84	3,988.64	1,692.00	3,500.00	3,500.00	0.00	0.00%	
01122-58000	SB CAPITAL	0.00	0.00	2,250.00	0.00		0.00		0.00	0.00%	
TOTAL	SELECT BOARD	253,020.82	268,708.80	275,117.31	286,901.59	119,139.13	364,226.00	384,921.00	20,695.00	5.68%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET			
BENEFITS AND PAYROLL ADMINISTRATION	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	
01126-51000	BENEFITS & P/R - SALARY	69,028.88	71,767.96	71,348.92	69,950.96	27,874.80	72,456.00	74,491.00	2,035.00	2.81%	contractual
01126-51100	BENEFITS & PAYROLL - WAGES	0.00	0.00	0.00	8,243.00	8,823.00	8,823.00	9,231.00	408.00	4.62%	contractual
01126-52000	BENEFITS & P/R- SERVICES	2,060.14	4,792.77	2,023.00	4,108.00	3,434.50	5,280.00	5,500.00	220.00	4.17%	rising costs
01126-54000	BENEFITS & P/R-SUPPLIES	159.25	243.23	219.86	2,219.50	270.56	1,595.00	2,000.00	405.00	25.39%	Benefits/incentives
01126-57000	BENEFITS & P/R- EXPENSES	622.27	232.50	1,575.85	1,659.40	50.00	1,980.00	2,500.00	520.00	26.26%	Memberships/training
TOTAL	BENEFITS & PAYROLL MANAG	71,870.54	77,036.46	75,167.63	86,180.86	40,452.86	90,134.00	93,722.00	3,588.00	3.98%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET			
RESERVE FUND	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	
01132-57000	RESERVE FUND APPROP	9,300.00	44,500.00	81,201.00	81,200.00	0.00	175,000.00	150,000.00	(25,000.00)	-14.29%	reduced back to historical amount
TOTAL	RESERVE FUND	9,300.00	44,500.00	81,201.00	81,200.00	0.00	175,000.00	150,000.00	(25,000.00)	-14.29%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET			
TOWN ACCOUNTANT	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	
01135-51000	ACCOUNTANT -SALARY	5,392.41	11,233.25	24,960.95	116,935.17	35,965.08	93,664.00	100,166.00	6,502.00	6.94%	contractual
01135-51100	ACCOUNTANT - WAGES	165,889.10	171,688.04	156,769.63	42,119.30	21,656.39	63,549.00	64,825.00	1,276.00	2.01%	contractual
01135-51300	ACCOUNTANT - OVERTIME		0.00	0.00	1,253.74	0.00	0.00	0.00	0.00	0.00%	
01135-52000	ACCOUNTANT- SERVICES	18,200.88	31,250.00	22,000.00	43,457.50	69.95	34,000.00	34,000.00	0.00	0.00%	
01135-53000	PROFESSIONAL SERVICES	8,625.00	3,706.50	12,425.00	3,500.00	3,725.00	3,675.00	4,000.00	325.00	8.84%	OPEB valuation
01135-54000	ACCOUNTANT - SUPPLIES	402.50	647.26	639.01	4,232.47	241.79	1,000.00	1,200.00	200.00	20.00%	Misc. office supply cost increases
01335-57000	ACCOUNTANT - EXPENSES	699.95	850.27	1,379.85	2,565.29	1,326.34	2,560.00	2,700.00	140.00	5.47%	education and other contractual
TOTAL	TOWN ACCOUNTANT	199,209.84	219,375.32	218,174.44	214,063.47	62,984.55	198,448.00	206,891.00	8,443.00	4.25%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET			
FINANCIAL COMPUTER SUPPORT	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	
01136-51000	COMPUTER SUPPORT STIPEND	5,278.00	5,487.62	4,877.87	3,658.96	1,038.42	3,000.00	3,000.00	0.00	0.00%	
01136-52000	COMPUTER SUPPORT - SERVICES	40,277.39	40,623.56	45,431.50	44,335.23	20,971.92	47,000.00	49,650.00	2,650.00	5.64%	
01136-54000	COMPUTER SUPPORT - SUPPLIES	681.92	0.00	2,411.09	468.68	0.00	950.00	1,000.00	50.00	5.26%	
01136-57000	COMPUTER SUPPORT - EXPENSES	56.39	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00%	
TOTAL	FINANCIAL COMPUTER SUPPORT	46,293.70	46,111.18	52,720.46	48,462.87	22,010.34	52,950.00	55,650.00	2,700.00	5.10%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET			
BOARD OF ASSESSORS	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	
01141-51000	ASSESSORS - SALARY	107,628.61	109,906.75	89,578.06	99,481.30	37,596.40	97,751.00	100,162.00	2,411.00	2.47%	contractual
01141-51100	ASSESSORS-WAGES	58,044.67	62,517.44	62,906.24	67,249.46	24,661.28	70,650.00	72,478.00	1,828.00	2.59%	contractual
01141-52000	ASSESSORS - SERVICES	13,559.36	13,201.74	43,261.94	40,034.55	21,494.30	35,000.00	40,000.00	5,000.00	14.29%	decreased \$15,000 from draft 1
01141-54000	ASSESSORS - SUPPLIES	339.37	451.56	402.85	1,075.58	352.95	1,500.00	1,500.00	0.00	0.00%	
01141-57000	ASSESSORS - EXPENSES	5,860.00	6,588.67	7,911.49	14,401.97	1,831.77	12,112.00	12,000.00	(112.00)	-0.92%	
TOTAL	BOARD OF ASSESSORS	185,432.01	192,666.16	204,060.58	222,242.86	85,936.70	217,013.00	226,140.00	9,127.00	4.21%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET			
TREASURER/TAX COLLECTOR	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	
01145-51000	TREASURER - SALARY	(589.34)	2,199.19	11,838.72	97,624.14	45,994.60	119,266.00	122,048.00	2,782.00	2.33%	contract
01145-51100	TREASURER - WAGES	148,377.07	160,681.15	157,795.43	91,195.62	30,788.62	103,074.00	107,842.00	4,768.00	4.63%	contractual
01145-52000	TREASURER - SERVICES	12,747.14	11,634.39	11,264.16	11,371.11	440.02	10,000.00	11,000.00	1,000.00	10.00%	increase service costs
01145-54000	TREASURER - SUPPLIES	2,302.72	2,717.99	2,337.03	2,756.32	482.26	4,000.00	4,000.00	0.00	0.00%	
01145-57000	TREASURER - EXPENSES	877.93	6,648.70	3,349.47	3,009.33	1,217.64	4,500.00	5,500.00	1,000.00	22.22%	increased costs; educational requirements
TOTAL	TOWN TREASURER	163,715.52	183,881.42	186,584.81	205,956.52	78,923.14	240,840.00	250,390.00	9,550.00	3.97%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET			
FINANCE COMMITTEE	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	
01147-57000	FINANCE COMMITTEE EXPENSES	280.00	180.00	180.00	184.00	190.00	500.00	500.00	0.00	0.00%	
TOTAL	FINANCE COMMITTEE	280.00	180.00	180.00	184.00	190.00	500.00	500.00	0.00	0.00%	

ACCOUNTS FOR:	DEPT	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01148-52000	PARKING TICKETS SERVICES	1,347.71	688.83	607.55	715.00	0.00	1,250.00	1,250.00	0.00	0.00%
TOTAL	PARKING TICKETS	1,347.71	688.83	607.55	715.00	0.00	1,250.00	1,250.00	0.00	0.00%

ACCOUNTS FOR:	DEPT	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01151-53090	LEGAL SERVICES	58,335.89	51,196.92	59,669.83	73,392.30	13,355.92	75,000.00	75,000.00	0.00	0.00%
TOTAL	TOWN COUNSEL	58,335.89	51,196.92	59,669.83	73,392.30	13,355.92	75,000.00	75,000.00	0.00	0.00%

ACCOUNTS FOR:	DEPT	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01154-51000	MGMT SUPPORT - SALARY		56,257.11	49,719.09	0.00		0.00	0.00		
01154-51100	MGMT SUPPORT - WAGES	0.00	0.00	3,776.26	49,799.14	22,939.78	75,820.00	70,000.00	(5,820.00)	-7.68% re-org OT to proper line
01154-51300	MANAGEMENT SUPPORT - OVERTIME	1,164.36	911.35	799.83	1,626.21	683.06	0.00	4,000.00	4,000.00	100.00% re-org OT to proper line
01154-52000	MGMT SUPPORT SERVICES	11,294.77	18,072.02	24,385.01	37,827.41	12,727.07	35,000.00	40,000.00	5,000.00	14.29% Increase cost General Code; extra codification
01154 54000	MGMT SUPPORT - SUPPLIES	1,178.19	1,662.50	4,013.19	5,274.11	557.95	1,500.00	1,500.00	0.00	0.00%
01154-57000	MGMT SUPPORT - EXPENSES	119.97	708.59	1,673.66	230.48	0.00	5,500.00	6,000.00	500.00	9.09% additional training
TOTAL	MANAGEMENT SUPPORT	13,757.29	77,611.57	84,367.04	94,757.35	36,907.86	117,820.00	121,500.00	3,680.00	3.12%

ACCOUNTS FOR:	TAX TITLE	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01158-52000	TAX TITLE FORECLOSURE- SERVICE	12,904.33	5,530.06	10,299.05	8,149.65	15,000.00	15,000.00	17,250.00	2,250.00	15.00% annual rate increases last five years
TOTAL	TAX TITLE FORECLOSURE	12,904.33	5,530.06	10,299.05	8,149.65	15,000.00	15,000.00	17,250.00	2,250.00	15.00%

ACCOUNTS FOR:	TOWN CLERK	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01161-51000	TOWN CLERK - SALARY	(1,106.48)	2,164.00	11,933.77	79,244.93	35,556.20	95,345.00	97,720.00	2,375.00	2.49% contractual
01161-51100	TOWN CLERK - WAGES	126,329.80	131,576.72	124,672.69	49,228.82	18,456.05	52,982.00	54,518.00	1,536.00	2.90% contractual
01161-51300	TOWN CLERK - OVERTIME	0.00	395.39	0.00	186.59	0.00	0.00	0.00	0.00	0.00%
01161-52000	TOWN CLERK - SERVICES	0.00	611.24	726.74	1,958.82	508.24	2,000.00	2,000.00	0.00	0.00%
01161-54000	TOWN CLERK - SUPPLIES	751.49	495.90	972.94	3,112.88	1,518.85	2,500.00	2,000.00	(500.00)	-20.00%
01161-57000	TOWN CLERK - EXPENSES	255.00	385.00	2,491.14	4,048.87	605.00	3,000.00	2,500.00	(500.00)	-16.67%
TOTAL	TOWN CLERK	126,229.81	135,628.25	140,797.28	137,780.91	56,644.34	155,827.00	158,738.00	2,911.00	1.87%

ACCOUNTS FOR:	ELECTIONS & REGISTRATIONS	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01162-51000	ELECTIONS & REGISTRARS - SALARY	847.00	1,153.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00%
01162-51100	ELECTIONS - WAGES	9,453.80	10,228.21	2,718.60	11,182.95	0.00	10,000.00	10,000.00	0.00	0.00%
01162-51300	ELECTIONS OVERTIME	0.00	228.91	0.00	897.96	0.00	0.00	0.00	0.00	0.00%
01162-52000	ELECTIONS - SERVICES	5,837.62	7,618.82	6,022.80	6,592.14	0.00	8,000.00	8,000.00	0.00	0.00%
01162-54000	ELECTION - SUPPLIES	2,507.16	3,053.14	1,110.90	4,076.42	0.00	3,500.00	3,500.00	0.00	0.00%
01162-57000	ELECTIONS - EXPENSES	164.71	769.16	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%
TOTAL	ELECTIONS & REGISTRATION	18,810.29	23,051.24	10,352.30	22,749.47	0.00	22,500.00	22,500.00	0.00	0.00%

ACCOUNTS FOR:	POSTAGE	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01164-53000	POSTAGE	17,925.61	19,811.75	20,997.31	22,923.51	1,504.31	30,000.00	31,100.00	1,100.00	3.67% increase machine cost and postage
TOTAL	TOWN HALL POSTAGE FUND	17,925.61	19,811.75	20,997.31	22,923.51	1,504.31	30,000.00	31,100.00	1,100.00	3.67%

ACCOUNTS FOR:	INFORMATION TECHNOLOGY	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01166-51000	INFO TECH - SALARY	(359.92)	1,894.21	14,298.87	73,735.73	22,920.00	89,888.00	71,207.00	(18,681.00)	-20.78% position open
01166-51100	INFO TECH - WAGES	94,229.17	103,615.46	80,957.19	8,776.38	2,752.50	8,640.00	6,500.00	(2,140.00)	-24.77%
01166-52000	INFO TECH - SERVICES	46,879.16	60,964.29	74,236.02	115,933.87	54,015.70	59,045.00	206,284.00	147,239.00	249.37% new security requirements; outsource IT; upgrades
01166-54000	INFO TECH - SUPPLIES	4,470.00	4,540.33	3,785.00	13,247.75	5,253.84	5,500.00	5,500.00	0.00	0.00%
01166-57000	INFO TECH - EXPENSES	911.86	444.65	1,055.94	3,330.51	0.00	20,000.00	10,000.00	(10,000.00)	-50.00%
01166-58000	INFO TECH CAPITAL	7,814.25	19,159.24	10,982.90	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL	INFORMATION TECHNOLOGY	153,944.52	190,618.18	185,315.92	215,024.24	84,942.04	183,073.00	299,491.00	116,418.00	63.59%

ACCOUNTS FOR:	CONSERVATION	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01171-51000	CONSERVATION - SALARY	56,697.86	61,570.75	41,691.14	0.00	0.00	0.00	0.00	0.00	0.00%
01171-51100	CONSERVATION - WAGES	(219.44)	631.20	6,693.44	62,610.08	25,245.26	68,548.00	71,263.00	2,715.00	3.96% contractual
01171-52000	CONSERVATION - SERVICES	919.13	1,579.13	6,604.57	3,400.38	532.63	10,500.00	12,500.00	2,000.00	19.05%
01171-54000	CONSERVATION - SUPPLIES	303.39	231.20	1,474.11	215.74	173.16	1,200.00	1,200.00	0.00	0.00%
01171-57000	CONSERVATION - EXPENSES	2,403.13	879.13	1,590.99	2,778.48	325.64	2,400.00	2,400.00	0.00	0.00%
TOTAL	CONSERVATION COMMISSION	60,104.07	64,891.41	58,054.25	69,004.68	26,276.69	82,648.00	87,363.00	4,715.00	5.70%

ACCOUNTS FOR:	TOWN PLANNER	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01175-51000	TOWN PLANNER SALARY	82,721.68	86,790.69	86,347.72	81,876.27	28,896.29	89,888.00	85,567.00	(4,321.00)	-4.81% contractual
01175-51100	TOWN PLANNER WAGES		0.00	0.00	0.00	521.69	0.00	0.00	0.00	0.00%
01175-51300	TOWN PLANNER - OVERTIME		0.00	0.00	468.09	97.58	0.00	0.00	0.00	0.00%
01175-52000	TOWN PLANNER SERVICES		644.12	839.03	2,094.06	225.78	450.00	1,300.00	850.00	188.89%
01175-54000	TOWN PLANNER SUPPLIES	0.00	210.31	576.06	304.46	116.39	150.00	1,000.00	850.00	100.00%
01175-57000	TOWN PLANNER EXPENSES	3,433.92	454.36	3,817.23	2,244.70	723.71	1,900.00	3,000.00	1,100.00	57.89%
TOTAL	TOWN PLANNER	86,155.60	88,099.48	91,580.04	86,987.58	30,581.44	92,388.00	90,867.00	(1,521.00)	-1.65%

ACCOUNTS FOR:	DEPT	FY20 ACTUALS	FY21 ACTUALS	FY22 ACTUALS	FY23 ACTUALS	FY24 ACTUALS AS OF 11/21/23	CURRENT FY24 BUDGET	FY25 BUDGET DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)	
ACCOUNTS FOR: ZONING BOARD OF APPEALS											
01176-52000	ZONING BOARD SERVICES						0.00	670.00	670.00	100.00%	new department budget
01176-54000	ZONING BOARD SUPPLIES						0.00	630.00	630.00	100.00%	
TOTAL	TOWN PLANNER	0.00	0.00	0.00	0.00	0.00	0.00	1,300.00	1,300.00	100.00%	
ACCOUNTS FOR: URBAN DEVELOPMENT											
01181-56600	REGIONAL PLANNING ASSESS.	2,510.52	2,573.28	2,637.62	2,888.60	2,960.82	2,961.00	3,035.00	74.00	2.50%	decrease from estimate of \$200
TOTAL	URBAN DEVELOPMENT	2,510.52	2,573.28	2,637.62	2,888.60	2,960.82	2,961.00	3,035.00	74.00	2.50%	
ACCOUNTS FOR: COMMUNITY & ECONOMIC DEV											
01188-51000	PLAN & DEVELOP - SALARIES	38,680.32	39,982.26	42,495.90	43,183.98	17,780.12	46,373.00	47,548.00	1,175.00	2.53%	contractual
01188-51100	PLAN & DEVELOP - WAGES	(148.20)	555.24	0.00	33,871.32	13,339.61	39,872.00	40,670.00	798.00	2.00%	contractual
01188-52000	PLAN & DEVELOP - SERVICES	0.00	28.24	0.00	0.00	0.00	200.00	200.00	0.00	0.00%	
01188-54000	PLAN & DEVELOP - SUPPLIES	0.00	194.30	0.00	0.00	0.00	250.00	250.00	0.00	0.00%	
TOTAL	COMMUNITY & ECONOMIC DEV	38,532.12	40,760.04	42,495.90	77,055.30	31,119.73	86,695.00	88,668.00	1,973.00	2.28%	
ACCOUNTS FOR: FACILITIES PUBLIC BUILDING & PROP MAIN											
01192-51000	FACILITIES- SALARY	71,420.40	76,933.20	88,458.84	88,309.30	36,324.80	94,444.00	96,567.00	2,123.00	2.25%	
01192-51100	FACILITIES - WAGES	40,043.52	22,681.46	7,030.96	43,476.50	11,690.33	47,168.00	48,229.00	1,061.00	2.25%	
01192-51300	FACILITIES OVERTIME	7,175.18	18,891.49	16,214.56	497.60	101.67	1,000.00	1,000.00	0.00	0.00%	
01192-52000	FACILITIES - SERVICES	72,319.52	106,989.72	106,950.91	49,865.28	41,143.75	49,500.00	49,500.00	0.00	0.00%	
01192-52010	SERVICES-OTHER TOWN BUILDINGS	0.00	0.00	0.00	11,527.74	23,827.14	20,000.00	25,000.00	5,000.00	25.00%	
01192-52021	FACILITIES SERVICES - APD	0.00	0.00	0.00	7,985.23	11,832.05	20,600.00	20,600.00	0.00	0.00%	
01192-52022	FACILITIES SERVICES - AFD	0.00	0.00	0.00	8,084.36	6,982.31	28,000.00	28,000.00	0.00	0.00%	
01192-52100	FACILITIES - UTILITIES	78,731.69	90,017.19	93,319.57	44,751.56	2,789.75	35,500.00	35,500.00	0.00	0.00%	
01192-52121	FACILITIES UTILITIES - APD	0.00	0.00	0.00	14,083.81	3,763.12	36,000.00	36,000.00	0.00	0.00%	
01192-52122	FACILITIES UTILITIES - AFD	0.00	0.00	0.00	19,329.64	4,153.11	35,600.00	35,600.00	0.00	0.00%	
01192-52200	FACILITIES GROUNDSKEEPING	0.00	0.00	1,189.72	7,776.91	1,286.21	4,000.00	4,000.00	0.00	0.00%	
01192-52221	FACILITIES GROUNDSKEEPING- APD	0.00	0.00	0.00	2,038.85	3,388.66	2,500.00	2,500.00	0.00	0.00%	
01192-52222	FACILITIES GROUNDSKEEPING- AFD	0.00	0.00	0.00	253.45	97.26	500.00	500.00	0.00	0.00%	
01192-52400	FACILITIES REP & MAINTENANCE	13,504.06	9,483.76	14,937.90	15,080.69	2,813.71	12,208.00	12,818.00	610.00	5.00%	
01192-52421	FACILITIES MAINTENANCE - APD	0.00	0.00	0.00	9,189.19	997.44	10,104.00	10,609.00	505.00	5.00%	
01192-52422	FACILITIES MAINTENANCE - AFD	0.00	0.00	0.00	15,110.79	1,167.38	10,858.00	12,800.00	1,942.00	17.89%	Kitchen Exhaust Cleaning
01192-54000	FACILITIES - SUPPLIES	24,631.98	34,394.26	35,454.78	22,329.12	5,407.16	18,200.00	18,200.00	0.00	0.00%	
01192-54021	FACILITIES SUPPLIES - APD	0.00	0.00	0.00	10,092.35	1,137.38	11,500.00	11,500.00	0.00	0.00%	
01192-54022	FACILITIES SUPPLIES - AFD	0.00	0.00	0.00	7,013.67	532.34	6,200.00	6,200.00	0.00	0.00%	
01192-54100	CLOTHING SUPPLIES	0.00	597.82	575.96	627.72	0.00	600.00	600.00	0.00	0.00%	
01192-57000	FACILITES - EXPENSES	2,410.15	2,841.63	3,782.64	4,781.88	282.16	3,000.00	3,000.00	0.00	0.00%	
TOTAL	PUBLIC BLDGS & PROP MAIN	310,236.50	362,830.53	367,915.84	382,205.64	159,717.73	447,482.00	458,723.00	11,241.00	2.51%	
ACCOUNTS FOR: GENERAL INSURANCE											
01193-57400	WORKERS COMPENSATION INS	54,533.00	56,616.00	54,397.00	51,391.60	58,303.20	74,360.00	81,796.00	7,436.00	10.00%	estimate
01193-57410	FIRE/POLICE ACC LIAB INS	43,247.00	58,970.94	57,672.30	62,215.66	57,360.93	64,290.00	70,719.00	6,429.00	10.00%	estimate
01193-57430	FIRE, CASUALTY & LIAB INS	120,859.68	129,979.00	153,647.36	166,127.15	151,228.55	175,032.00	192,535.00	17,503.00	10.00%	estimate
TOTAL	GENERAL INSURANCE	218,639.68	245,565.94	265,716.66	279,734.41	266,892.68	313,682.00	345,050.00	31,368.00	10.00%	
ACCOUNTS FOR: POLICE DEPARTMENT											
01210-51000	POLICE DEPT-SALARIES	0.00	0.00	37,520.92	275,603.28	119,289.97	303,466.00	313,220.00	9,754.00	3.21%	contractual
01210-51100	POLICE DEPT-WAGES	2,028,904.32	2,239,258.90	2,169,735.12	1,581,120.67	542,493.43	1,976,202.00	1,979,394.00	3,192.00	0.16%	Patrol contract under negotiation
01210-51300	POLICE DEPT-OVERTIME	128,475.55	233,485.34	233,102.58	251,614.75	91,764.79	302,808.00	302,808.00	0.00	0.00%	
01210-52000	POLICE - SERVICES	114,850.27	117,377.07	138,343.47	116,258.05	75,465.85	123,581.00	141,278.00	17,697.00	14.32%	Accreditations, Insurance, Drivetech/IT, Phone System Compliance
01210-52100	POLICE UTILITY SERVICES	0.00	0.00	434.39	2,780.12	904.62	7,900.00	8,300.00	400.00	5.06%	Landline and Electric
01210-54000	POLICE - SUPPLIES	32,883.19	67,140.00	63,679.65	107,763.29	3,217.03	27,300.00	26,300.00	(1,000.00)	-3.66%	Moved clothing/Equipment from this line to clothing
01210-54100	POLICE - CLOTHING ALLOWANCE	23,368.14	23,030.47	20,895.32	22,129.80	5,891.02	34,075.00	43,875.00	9,800.00	28.76%	Moved Dept. clothing/equipment from Supplies, 1 Academy New Hire, and replacement vests
01210-57000	POLICE - EXPENSE	30,890.20	26,170.79	46,247.97	79,917.60	27,147.69	79,552.00	87,771.00	8,219.00	10.33%	Training, Professional Development and Memberships
01210-58000	POLICE CAPITAL	56,062.32	50,321.62	53,734.22	180,211.91	0.00	72,715.00	81,153.00	8,438.00	11.60%	Budget Estimate from McGovern (cruiser) and Transcor (Computer)
TOTAL	POLICE DEPARTMENT	2,415,433.99	2,756,784.19	2,763,693.64	2,617,399.47	866,174.40	2,927,599.00	2,984,099.00	56,500.00	1.93%	
ACCOUNTS FOR: FIRE DEPARTMENT											
01220-51000	FIRE - SALARY	52,302.22	54,920.88	81,480.15	263,765.53	115,834.20	299,041.00	305,678.00	6,637.00	2.22%	contractual
01220-51100	FIRE DEPT WAGES	1,340,826.47	1,451,100.76	1,487,049.76	1,339,284.69	524,072.66	1,335,455.00	1,482,157.00	146,702.00	10.99%	admin, Full Time and Call FF, safer grant
01220-51300	FIRE DEPT-OVERTIME	273,242.26	278,944.05	244,114.11	453,076.39	140,979.02	500,961.00	549,805.00	48,844.00	9.75%	OT- FF,training and callback
01220-52000	FIRE SERVICES	37,725.72	40,244.31	56,297.89	72,209.07	19,885.34	56,056.00	62,207.00	6,151.00	10.97%	
01220-53020	FIRE OSHA SERVICES	0.00	0.00	0.00	2,337.12	1,030.97	12,173.00	12,173.00	0.00	0.00%	
01220-54000	FIRE SUPPLIES	34,544.67	50,135.39	82,232.33	33,823.06	8,948.38	46,664.00	46,195.00	(469.00)	-1.01%	
01220-54100	FIRE CLOTHING ALLOWANCE	0.00	0.00	0.00	18,181.27	7,235.22	0.00	0.00	0.00	0.00%	
01220-57000	FIRE OTHER CHARGES & EXPENSES	9,374.27	11,731.89	18,670.29	29,044.07	1,734.80	34,135.00	37,610.00	3,475.00	10.18%	
01220-58000	FIRE TURN OUT GEAR	13,462.54	15,009.60	2,647.96	2,335.27	858.80	5,000.00	5,000.00	0.00	0.00%	
TOTAL	FIRE DEPARTMENT	1,761,478.15	1,902,086.88	1,972,492.49	2,214,056.47	820,579.39	2,289,485.00	2,500,825.00	211,340.00	9.23%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
STORM WATER	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01421-51100	STORM WATER - WAGES	9,410.94	6,401.52	32,808.36	0.00	166.67	0.00	0.00	0.00	0.00%
01421-52000	STORMWATER - SERVICES	31,513.37	42,618.99	91,040.45	35,167.37	94,702.22	40,500.00	50,000.00	9,500.00	23.46%
01421-52300	STORMWATER CATCH BASIN	0.00	0.00	0.00	0.00	0.00	15,000.00	18,500.00	3,500.00	23.33%
01421-53100	STORMWATER POLICE DETAILS	21,439.48	3,192.46	1,354.96	2,541.36	491.84	5,000.00	5,000.00	0.00	0.00%
01421-54000	STORMWATER - SUPPLIES	(7,725.02)	34,279.95	4,254.54	9,250.92	2,834.32	12,500.00	12,500.00	0.00	0.00%
01421-58000	STORM DRAIN UPGRADES	100,000.00	65,438.00	58,433.98	64,450.00	0.00	100,000.00	0.00	(100,000.00)	-100.00%
01421-58100	STORMWATER - CULVERT REPLACEMENTS	84,300.00	8,915.60	88,274.00	25,000.00	0.00	30,000.00	0.00	(30,000.00)	-100.00%
TOTAL	DPW-STORMWATER MANAGEMENT	238,938.77	160,846.52	276,166.29	136,409.65	98,195.05	203,000.00	86,000.00	(117,000.00)	-57.64%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
SNOW REMOVAL	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01422-51100	SNOW REMOVAL- WAGES	3,045.84	2,016.66	1,398.31	1,787.00	0.00	3,060.00	3,060.00	0.00	0.00%
01422-51300	SNOW REMOVAL OVERTIME	69,830.04	75,629.87	69,485.48	66,385.66	0.00	77,000.00	77,000.00	0.00	0.00%
01422-52000	SNOW REMOVAL - SERVICES	33,575.89	31,485.59	29,150.55	31,574.16	4,800.00	40,000.00	42,000.00	2,000.00	5.00%
01422-53100	SNOW REMOVAL - POLICE DETAILS	808.48	1,374.84	876.72	0.00	0.00	3,000.00	3,000.00	0.00	0.00%
01422-54000	SNOW REMOVAL - SUPPLIES	20,461.92	35,292.26	26,552.20	42,376.45	4,541.42	38,000.00	38,000.00	0.00	0.00%
01422-54810	SNOW REMOVAL FUEL	31,481.18	23,701.60	37,072.11	41,827.68	0.00	53,600.00	53,600.00	0.00	0.00%
01422-55410	SNOW REMOVAL SALT & SAND	87,784.90	85,375.21	109,150.28	121,940.52	29,452.99	144,000.00	144,000.00	0.00	0.00%
TOTAL	SNOW REMOVAL	246,988.25	254,876.03	273,685.65	305,891.47	38,794.41	358,660.00	360,660.00	2,000.00	0.56%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
STREET LIGHTING	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01424-52000	STREET LIGHT REP & MAINTENANCE	21,583.00	10,442.83	6,985.93	25,561.41	0.00	13,000.00	13,000.00	0.00	0.00%
01424-52100	STREET LIGHTS - SERVICES	10,967.42	17,201.00	6,271.87	11,302.14	3,520.20	23,000.00	23,000.00	0.00	0.00%
01424-53100	STREET LIGHTING POLICE DETAILS	0.00	2,552.52	437.60	0.00	0.00	4,000.00	4,000.00	0.00	0.00%
01424-54000	STREET LIGHTING - SUPPLIES	0.00	1,721.96	4,510.00	627.24	0.00	5,000.00	5,000.00	0.00	0.00%
TOTAL	STREET LIGHTING	32,550.42	31,918.31	18,205.40	37,490.79	3,520.20	45,000.00	45,000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
FUEL	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01425-52000	FUEL - SERVICES	1,256.50	1,324.55	936.50	769.95	0.00	1,500.00	1,500.00	0.00	0.00%
01425-54000	FUEL - OTHER DEPARTMENTS	34,161.01	28,401.68	52,338.49	(10,338.82)	(4,380.17)	0.00	0.00	0.00	0.00%
01425-54810	FUEL - DPW	0.00	0.00	1,725.01	60,274.17	46,043.18	71,690.00	71,690.00	0.00	0.00%
TOTAL	DPW-FUEL	35,417.51	29,726.23	55,000.00	50,705.30	41,663.01	73,190.00	73,190.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
DPW EQUIPMENT	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01429-51100	EQUIPMENT REPAIR - WAGES	61,607.00	56,678.80	63,688.00	64,759.20	24,282.00	66,456.00	66,456.00	0.00	0.00%
01429-51300	EQUIPMENT REPAIR OVERTIME	2,588.59	1,768.02	1,693.86	1,943.45	0.00	1,900.00	2,000.00	100.00	5.26%
01429-51900	EQUIP CLOTHING REIMBURSEMENT	700.00	700.00	900.00	500.00	350.00	700.00	700.00	0.00	0.00%
01429-52000	EQUIPMENT REPAIR - SERVICES	4,527.89	22,834.96	10,755.12	7,092.42	6,576.02	14,200.00	14,200.00	0.00	0.00%
01429-54000	EQUIPMENT REPAIR - SUPPLIES	38,217.55	22,632.28	20,430.63	24,496.56	5,794.55	35,750.00	35,750.00	0.00	0.00%
01429-57000	EQUIPMENT REPAIR - EXPENSES	164.95	100.00	100.00	394.85	0.00	100.00	100.00	0.00	0.00%
TOTAL	DPW-EQUIPMENT REPAIR	107,805.98	104,714.06	97,567.61	99,186.48	37,002.57	119,106.00	119,206.00	100.00	0.08%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
CEMETERY	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01491-52000	CEMETERY - SERVICES	3,750.00	3,950.00	1,440.00	1,200.00	0.00	1,200.00	1,200.00	0.00	0.00% St. Mary's
TOTAL	CEMETERY	3,750.00	3,950.00	1,440.00	1,200.00	0.00	1,200.00	1,200.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
CEMETERY	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01495-51100	CEMETERY - WAGES	0.00	0.00	782.86	3,552.14	1,450.00	10,200.00	15,000.00	4,800.00	47.06% Woodlawn- potential increase with Supt leaving
01495-52000	CEMETERY - SERVICES	0.00	0.00	26,360.00	31,877.79	14,728.00	30,500.00	32,000.00	1,500.00	4.92% Increase based on contracts/bids
01495-54000	CEMETERY - SUPPLIES	0.00	0.00	799.98	1,534.15	49.50	3,000.00	3,000.00	0.00	0.00%
TOTAL	CEMETERY	0.00	0.00	27,942.84	36,964.08	16,227.50	43,700.00	50,000.00	6,300.00	14.42%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
BOARD OF HEALTH	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01512-52000	BOH SERVICES	164.00	0.00	369.60	1,221.11	250.94	4,000.00	4,000.00	0.00	0.00%
01512-54000	BOH SUPPLIES	0.00	149.83	1,945.40	1,376.36	78.07	2,700.00	2,700.00	0.00	0.00%
01512-57000	BOH OTHER CHARGES & EXPENSES	150.00	0.00	60.00	100.34	0.00	600.00	600.00	0.00	0.00%
TOTAL	BOARD OF HEALTH	314.00	149.83	2,375.00	2,697.81	329.01	7,300.00	7,300.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
NASHOBA BOARD OF HEALTH	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01513-53505	NASHOBA-NURSING SERVICES	9,227.92	9,689.28	10,173.76	12,124.96	6,517.18	13,095.00	14,405.00	1,310.00	10.00%
01513-53055	NASHOBA BOARD OF HEALTH	20,221.08	21,232.12	22,293.72	26,454.04	14,219.28	28,570.00	31,430.00	2,860.00	10.01%
TOTAL	NASHOBA BOARD OF HEALTH	29,449.00	30,921.40	32,467.48	38,579.00	20,736.46	41,665.00	45,835.00	4,170.00	10.01%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
SOCIAL WORKER	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01520-51000	SOCIAL WORKER WAGES	0.00	0.00	0.00	0.00	17,635.46	65,000.00	62,660.00	(2,340.00)	-3.60%
01520-52000	SOCIAL WORKER SERVICES	0.00	0.00	0.00	0.00	1,084.47	1,000.00	2,085.00	2,085.00	208.50%
01520-54000	SOCIAL WORKER SUPPLIES	0.00	0.00	0.00	0.00	40.00	1,500.00	4,450.00	2,950.00	196.67%
01520-57000	SOCIAL WORKER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	1,771.00	1,771.00	100.00%
TOTAL	SOCIAL WORKER	0.00	0.00	0.00	0.00	18,759.93	67,500.00	71,966.00	4,466.00	6.62%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
DISABILITIES COMMISSION	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01540-51100	DISABILITIES COMM - WAGES	0.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00%
01540-52000	DISABILITIES COMM - SERVICES	265.30	0.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00%
TOTAL	DISABILITIES COMMISSION	265.30	0.00	0.00	0.00	0.00	3,000.00	3,000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
COUNCIL ON AGING	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01541-51000	COUNCIL ON AGING - SALARIES	140,999.84	98,657.96	80,395.05	69,464.48	28,573.50	74,291.00	76,150.00	1,859.00	2.50%
01541-51100	COUNCIL ON AGING - WAGES	0.00	0.00	0.00	26,951.45	24,800.87	71,513.00	69,577.00	(1,936.00)	-2.71%
01541-51300	COA OVERTIME	244.72	199.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01541-52000	COUNCIL ON AGING - SERVICES	15,088.41	10,649.08	11,213.83	16,597.36	5,259.60	19,220.00	26,325.00	7,105.00	36.97%
01541-54000	COUNCIL ON AGING - SUPPLIES	5,546.46	2,829.12	11,275.12	42,152.48	19,657.74	43,650.00	50,150.00	6,500.00	14.89% decreased \$3,500 from draft 1
01541-57000	COUNCIL ON AGING - EXPENSES	4,739.56	1,815.05	3,600.76	9,733.88	6,844.42	12,800.00	14,800.00	2,000.00	15.63%
01541-58000	COA CAPITAL	0.00	0.00	16,615.91	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL	COUNCIL ON AGING	166,618.99	114,150.71	123,100.67	164,899.65	85,136.13	221,474.00	237,002.00	15,528.00	7.01%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
VETERANS AGENT	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01543-51000	VETERANS AGENT SALARIES	19,566.65	291.17	2,793.96	20,230.46	0.00	21,207.00	21,207.00	0.00	0.00%
01543-51100	VETERANS AGENT WAGES	0.00	19,980.50	17,545.35	0.00	8,114.90	0.00	0.00	0.00	0.00%
01543-54000	VETERANS AGENT SUPPLIES	300.00	162.34	57.87	177.36	5.48	200.00	200.00	0.00	0.00%
01543-57000	EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL	VETERANS AGENT	19,866.65	20,434.01	20,397.18	20,407.82	8,120.38	21,407.00	21,407.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
VETERANS SERVICES	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01547-53170	VETERANS SERVICES	119,527.61	112,471.77	110,387.10	60,219.64	23,271.85	100,000.00	80,000.00	(20,000.00)	-20.00% per veterans agent
TOTAL	VETERANS SERVICES	119,527.61	112,471.77	110,387.10	60,219.64	23,271.85	100,000.00	80,000.00	(20,000.00)	-20.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
LIBRARY	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01610-51000	LIBRARY-SALARIES	(1,407.54)	5,257.38	0.00	81,795.42	36,194.64	94,455.00	96,465.60	2,010.60	2.13%
01610-51100	LIBRARY - WAGES	377,652.47	384,267.83	357,082.28	267,795.59	106,376.42	367,954.00	359,654.22	(8,299.78)	-2.26%
01610-52000	LIBRARY - SERVICES	92,716.41	90,466.02	115,975.66	122,494.68	39,966.51	76,900.00	108,728.00	31,828.00	41.39%
01610-52100	LIBRARY UTILITY SERVICES	0.00	0.00	848.78	13,055.20	1,907.84	20,000.00	20,000.00	0.00	0.00%
01610-54000	LIBRARY - SUPPLIES	144,063.68	119,804.79	117,382.66	28,391.05	12,198.65	14,000.00	20,000.00	6,000.00	42.86% decrease of \$5000.00 from draft 1
01610-54100	LIBRARY - BOOKS PERIODICALS	0.00	0.00	23,111.76	139,102.83	53,512.32	134,715.00	143,285.29	8,570.29	6.36%
01610-57000	LIBRARY - EXPENSES	0.00	0.00	0.00	1,927.47	325.00	1,000.00	1,000.00	0.00	0.00%
01610 58000	LIBRARY CAPITAL	2,000.00	1,374.45	1,994.50	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL	LIBRARY DEPARTMENT	615,025.02	601,170.47	616,395.64	654,562.24	250,481.38	709,024.00	749,133.11	40,109.11	5.66%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
PARKS AND RECREATION	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01650-51000	PARKS - SALARIES	38,609.31	18,184.50	38,274.68	80,941.90	33,135.00	86,901.00	86,901.00	0.00	0.00%
01650-51100	PARKS - WAGES	91,405.89	91,813.56	100,930.60	72,511.80	43,798.01	83,482.00	84,000.00	518.00	0.62% contractual
01650-51300	PARKS - OVERTIME	0.00	0.00	0.00	25.88	0.00	0.00	0.00	0.00	0.00%
01650-52000	PARKS - SERVICES	9,971.46	12,890.40	11,593.76	15,292.49	3,009.06	12,000.00	11,000.00	(1,000.00)	-8.33%
01650-52100	PARKS UTILITY SERVICES	0.00	0.00	367.06	2,703.67	970.82	4,000.00	3,000.00	(1,000.00)	-25.00%
01650-54000	PARKS - SUPPLIES	13,550.76	16,633.32	17,970.70	20,413.84	8,214.31	15,500.00	17,500.00	2,000.00	12.90%
01650-57000	PARKS - EXPENSES	0.00	0.00	39.07	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL	PARKS DEPARTMENT	153,537.42	139,521.78	169,175.87	191,889.58	89,127.20	201,883.00	202,401.00	518.00	0.26%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
FOOTBALL	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01652-52000	AYER SHIRLEY FOOTBALL SERVICE	8,000.00	4,000.00	4,000.00	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00%
TOTAL	AYER SHIRLEY FOOTBALL	8,000.00	4,000.00	4,000.00	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
LITTLE LEAGUE	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01653-52000	LITTLE LEAGUE- SERVICES	4,000.00	4,000.00	4,000.00	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00%
TOTAL	LITTLE LEAGUE	4,000.00	4,000.00	4,000.00	4,000.00	0.00	4,000.00	4,000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
HISTORICAL COMMISSION	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01691-57000	HISTORICAL COMMISSION EXPENSES	0.00	0.00	0.00	0.00	0.00	750.00	750.00	0.00	0.00%
TOTAL	HISTORICAL COMMISSION	0.00	0.00	0.00	0.00	0.00	750.00	750.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
PUBLIC CELEBRATIONS	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01692-55840	MEMORIAL DAY SUPPLIES	0.00	0.00	0.00	190.00	0.00	500.00	500.00	0.00	0.00%
TOTAL	PUBLIC CELEBRATIONS	0.00	0.00	0.00	190.00	0.00	500.00	500.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
AMERICAN LEGION POST 139	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01695-57000	AMERICAN LEGION EXPENSES	600.00	600.00	600.00	600.00	0.00	600.00	600.00	0.00	0.00%
TOTAL	AMERICAN LEGION POST 139	600.00	600.00	600.00	600.00	0.00	600.00	600.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
4TH OF JULY CELEBRATION	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01697-52000	4TH OF JULY CELEBRATION SERVICES	5,000.00		0.00	0.00	0.00	15,000.00	10,000.00	(5,000.00)	-33.33%
TOTAL	4TH OF JULY CELEBRATION	5,000.00	0.00	0.00	0.00	0.00	15,000.00	10,000.00	(5,000.00)	-33.33%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
HOLIDAY LIGHTS	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01698-57000	HOLIDAY LIGHT SERVICES	0.00	15,000.00	15,000.00	15,000.00	0.00	15,000.00	15,000.00	0.00	0.00%
TOTAL	HOLIDAY LIGHTS	0.00	15,000.00	15,000.00	15,000.00	0.00	15,000.00	15,000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
RETIREMENT OF DEBT	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01710-59000	DEBT INTEREST	0.00	0.00	0.00	87,760.00	111,644.40	242,417.00	350,909.74	108,492.74	44.75%
01710-59100	DEBT PRINCIPAL	1,350,443.12	1,188,719.00	1,275,999.69	800,060.00	310,000.00	832,645.00	846,000.00	13,355.00	1.60%
TOTAL	RETIREMENT OF DEBT	1,350,443.12	1,188,719.00	1,275,999.69	887,820.00	421,644.40	1,075,062.00	1,196,909.74	121,847.74	11.33%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
RETIREMENT AND PENSION	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01911-51730	COUNTY RETIREMENT ASSESS	1,687,582.00	1,787,745.00	1,934,480.00	2,058,373.00	2,096,798.00	2,096,798.00	2,230,909.00	134,111.00	6.40%
TOTAL	RETIREMENT & PENSION CON	1,687,582.00	1,787,745.00	1,934,480.00	2,058,373.00	2,096,798.00	2,096,798.00	2,230,909.00	134,111.00	6.40%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
UNEMPLOYMENT	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01913-51710	UNEMPLOYMENT COMPENSATION	10,912.28	12,831.09	10,133.06	10,453.94	2,612.00	11,200.00	11,200.00	0.00	0.00%
TOTAL	UNEMPLOYMENT COMPENSATION	10,912.28	12,831.09	10,133.06	10,453.94	2,612.00	11,200.00	11,200.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
EMPLOYEE BENEFITS OTHER	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01919-51740	OTHER EMPLOYEE BENEFITS	121,574.42	119,626.12	125,221.19	147,485.80	50,686.08	163,000.00	163,000.00	0.00	0.00%
TOTAL	OTHER EMPLOYEE BENEFITS	121,574.42	119,626.12	125,221.19	147,485.80	50,686.08	163,000.00	163,000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
GROUP HEALTH AND LIFE INSURANCE	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01940-57420	HEALTH INSURANCE	1,576,421.41	1,563,196.40	1,420,165.96	1,719,654.42	974,807.06	2,097,985.00	2,265,824.00	167,839.00	8.00%
01940-57422	REGION DISPATCH HEALTH	38,734.83	52,297.42	38,859.75	58,319.04	0.00	63,899.00	69,011.00	5,112.00	8.00%
01940-57425	LIFE INSURANCE	15,669.15	15,259.35	13,085.85	14,859.44	5,743.15	16,400.00	16,400.00	0.00	0.00%
01940-57439	HSA ADMIN FEES	88.00	162.25	334.25	662.00	332.25	900.00	990.00	90.00	10.00%
01940-57440	HRA BENEFITS	0.00	0.00	0.00	0.00	0.00	24,000.00	30,000.00	6,000.00	25.00%
01940-57446	FSA ADMIN FEES	2,153.25	2,096.75	1,918.75	2,323.50	442.00	2,000.00	2,200.00	200.00	10.00%
01940-57460	HEALTH INSURANCE W/H CREDIT	9,878.28	7,665.92	2,621.03	1,638.11	644.20	1,675.00	1,842.50	167.50	10.00%
01940-57480	MEDICARE PENALTIES	2,435.20	2,463.00	2,677.20	2,814.60	1,616.30	3,000.00	3,000.00	0.00	0.00%
01940-57490	HEALTH BUY-OUT PROGRAM	63,185.43	58,554.58	52,186.41	46,759.22	22,138.75	60,000.00	70,000.00	10,000.00	16.67%
TOTAL	GROUP HEALTH & LIFE INSUR	1,708,565.55	1,701,695.67	1,531,849.20	1,847,030.33	1,005,723.71	2,269,859.00	2,459,267.50	189,408.50	8.34%

TOTAL BEFORE SCHOOL ASSESSMENTS 14,060,213.25 14,468,276.56 14,974,760.49 15,871,481.93 7,815,301.14 17,915,331.00 18,857,367.73 942,036.73 5.26%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
SCHOOL DEPT- VOCATIONAL ED	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01331-52000	VOCATIONAL EDUCATION TUITION	764,256.00	870,317.00	954,155.00	1,010,957.00	568,335.00	1,136,670.00	1,074,675.00	(61,995.00)	-5.45%
TOTAL	VOCATIONAL EDUCATION TUITION	764,256.00	870,317.00	954,155.00	1,010,957.00	568,335.00	1,136,670.00	1,074,675.00	(61,995.00)	-5.45%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	FY24	CURRENT FY24	FY25 BUDGET		
ASRS D ASSESMENT	DEPT	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS AS OF 11/21/23	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01335-52000	ASRS D OPERATIONG ASSESMENT	11,113,083.03	11,525,813.04	11,769,808.00	12,244,196.04	5,236,605.85	12,567,854.00	13,698,020.00	1,130,166.00	8.99%
01335-52100	ASRS D DEBT ASSESMENT	952,315.00	933,512.00	910,941.00	889,150.00	714,456.75	987,214.00	992,710.00	5,496.00	0.56%
TOTAL	ASRS D ASSESMENT	12,065,398.03	12,459,325.04	12,680,749.00	13,133,346.04	5,951,062.60	13,555,068.00	14,690,730.00	1,135,662.00	8.38%

TOTAL 26,889,867.28 27,797,918.60 28,609,664.49 30,015,784.97 14,334,698.74 32,607,069.00 34,622,772.73 2,015,703.73 6.18%

decreased to 8% from 15% in draft 1

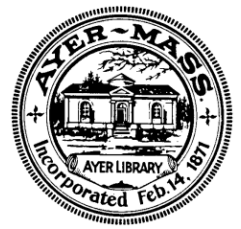
decreased to 8% from 15% in draft 2

increased participation

increased participation

preliminary budget

**Office of the Select Board
Office of the Town Manager**



Town of Ayer | Ayer Town Hall | 1 Main Street | Ayer, MA 01432 | 978-772-8220 | www.ayer.ma.us

MEMORANDUM

DATE: February 16, 2024

TO: Ayer Select Board

FROM: Robert A. Pontbriand
Town Manager

SUBJECT: 2024 Annual Town Meeting Warrant Development Update – Overview of Warrant Articles as of February 16, 2024

Dear Honorable Select Board Members,

At the February 20, 2024 Select Board Meeting, I will provide a brief update on the development of the 2024 Annual Town Meeting Warrant. Per the Town's Budget Calendar the deadline for all Warrant Articles and Citizens Petitions is 12pm (noon) on Friday, March 29, 2024. As such, the Warrant remains under development currently, as a result this summary is subject to change. The following summary of potential Warrant Articles as of February 16, 2024 is subject to the approval of the Town Meeting Warrant by the Select Board at the April 2, 2024 Select Board Meeting per the Budget Calendar.

- Article 1: Salaries of Elected Officials
- Article 2: Contract Funding for Police Patrol Contract
- Article 3: Contract Funding for Police Dispatchers Contract
- Article 4: FY 2025 Omnibus Budget
- Article 5: FY 2025 Ayer Shirely Regional School District Assessment
- Article 6: FY 2025 Nashoba Valley Regional Technical Vocational School Assessment
- Article 7: Solid Waste Enterprise Fund
- Article 8: Ambulance Enterprise Fund
- Article 9: Sewer Enterprise Fund
- Article 10: Water Enterprise Fund
- Article 11: Capital Budget Requests (Borrow Article)
- Article 12: Capital Budget Requests (Transfer Article)

- Article 13: GASB-45/OPEB (Other Post-Employment Benefits) Fund
- Article 14: First Years' Interest – General Fund Borrowing (Raise and Appropriate Article)
- Article 15: Revolving Funds Article Establishing FY 2025 Spending Limits
- Article 16: Establishment of OPIOD Settlement Revenue Fund
- Article 17: Funding for Aquatic Weed Control for Town Ponds (Raise and Appropriate)
(To be determined if needed)
- Article 18: Firefighter's Matching Grant Funds (Raise and Appropriate)
- Article 19: Funding of the Reserve Funding of the Reserve Fund for Future Payments of Accrued Liabilities for Compensated Absences (Transfer Article)
(To be determined if needed)
- Article 20: Forward Funding of the Town's Pension Assessment (Transfer Article)
- Article 21: UDAG Fund Replenishments (Transfer Article) *(To be determined if needed)*
- Article 22: Stabilization Fund (Transfer Article)
- Article 23: Authorization for the Town's Acquisition by Purchase of 71 Sandy Pond Road
- Article 24: Community Preservation Act
- Article 25: Community Preservation Fund FY 2025 Transfer of Funds
- Article 26: Community Preservation – Transfer of Funds Previously Authorized for the Old Central Fire Station Project Back to Community Preservation Act Funds
(Subject to CPC Approval/Public Hearing on March 6, 2024 at 7pm)
- Article 27: Community Preservation Funding for Habitat for Humanity
(Subject to CPC Approval/Public Hearing on March 6, 2024 at 7pm)
- Article 28: Community Preservation Funding for Acquisition by Purchase of 71 Sandy Pond Road
(Subject to CPC Approval/Public Hearing on March 6, 2024 at 7pm)
- Article 29: Zoning Bylaw Amendment: Update of the Town's Zoning Map
(To be presented to Select Board at the March 6, 2024 Select Board Meeting; Subject to Planning Board approval and Public Hearing to be opened on March 12, 2024 by Planning Board)
- Article 30: Zoning Bylaw Amendment: Amendment to Section 3.2.A of the Ayer Zoning Bylaw: Size of the Zoning Board of Appeals (ZBA) in Accordance with MGL Chapter 40A, Section 12
(To be presented to Select Board at the March 6, 2024 Select Board Meeting; Subject to Planning Board approval and Public Hearing to be opened on March 12, 2024 by Planning Board)

- Article 31: Zoning Bylaw Amendment: Amendment to Section 5.2 Tabel of Use Regulations – Zoning Districts
(To be presented to Select Board at the March 6, 2024 Select Board Meeting; Subject to Planning Board approval and Public Hearing to be opened on March 12, 2024 by Planning Board)
- Article 32: Zoning Bylaw Amendment: Amendment to Section 10.3.3 for Inclusionary Housing
(To be presented to Select Board at the March 6, 2024 Select Board Meeting Subject to Planning Board Approval and Public Hearing to be opened on March 12, 2024 by Planning Board)

Citizens Petitions – None as of February 16, 2024. Deadline for Citizens Petitions is 12pm (noon) on March 29, 2024. Citizens Petitions are to be submitted to the Town Clerk.

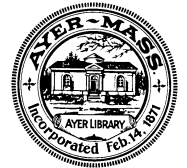
Warrant Articles: The deadline for all Warrant Articles is 12pm (noon) on March 29, 2024. The Select Board is scheduled to review and approve the 2024 ATM Warrant at the April 2, 2024 Select Board Meeting at 6pm.

Thank you.

Cc: Ayer Town Moderator
Ayer Town Clerk
Ayer Finance Committee

Town of Ayer

Benefits and Payroll Department



1 Main Street – Ayer, Massachusetts - 01432
Amanda Lewis, Benefits and Payroll Manager

Tel: (978) 772-8220 x 104
Fax: (978) 772-3017

Memorandum

Date: February 12, 2024

To: Robert Pontbriand
Town Manager

From: Amanda Lewis *al*
Benefits and Payroll

Re: Cost of Living Adjustment (COLA) for Non-Union Personnel for FY 2025

To assist in the FY2025 COLA recommendation for Non-Union Personnel, the following information has been gathered for your consideration:

- The Consumer Price Index (CPI) for the Boston-Cambridge-Newton area:
 - o Over the last 12 months, the CPI-U has increased 2.4%
 - o Energy prices increased 4.6%
 - o Food prices increased 5.3%
- US Bureau of Labor Statistics Changing Compensation Costs in the Boston Metropolitan Area:
 - o Compensation Costs have increased 5.6%
- The Federal Reserve Bank of Boston, Monthly Economic Update - State of Massachusetts:
 - o As of December 2023, the Boston CPI increased 3.6% percent increase from the prior year period
- The Massachusetts Municipal Human Resources Association (MMHR) COLA survey of communities through February 12, 2024, includes:
 - o 2 communities more than 3.25%
 - o 10 communities at 3.0%
 - o 5 communities at 2.5%
 - o 16 communities at 2.0%

All of Ayer's Collective Bargaining Agreements include a 2% COLA adjustment for FY 2025.

Thank you.

**Office of the Select Board
Office of the Town Manager**



Town of Ayer| Ayer Town Hall| 1 Main Street| Ayer, MA 01432|978-772-8220| www.ayer.ma.us

DRAFT/SAMPLE LETTER

February 20, 2023

Ayer Community Preservation Committee
c/o Janet Providakes, Chair
Town Hall - 1 Main Street
Ayer, MA 01432

Subject: Letter of Support for the Application for CPA Funding for the Acquisition by Purchase of 71 Sandy Pond Road

Dear Members of the Community Preservation Committee,

We are writing this letter in strong support of the Town's application submitted to you for CPA Funding in the amount of \$350,000 for the acquisition by purchase of 71 Sandy Pond Road subject to Town Meeting approval on April 22, 2024. We strongly believe that the opportunity presented to the Town to acquire this 2.8-acre parcel of land strategically located across from the Town Beach at Sandy Pond is an investment in the future development of the Town's open space and parks and recreation opportunities. The Town has been interested in this property for many years and it is acquisition by the Town would be consistent with the goals set forth in the Town's current Master Plan and Open Space and Recreation Plans. The possibilities for the property in terms of open space, parks, and recreation are numerous and if acquired, the Town would embark on a dedicated public process to determine the best open space, parks, and recreation uses for the property. Additionally, if acquired, the Town would commit to the maintenance of the property.

In terms of funding, we appreciate the Community Preservation Committee's consideration to authorize up to \$350,000 in CPA Funds from the Open Space and Recreation Categories. We further understand that this funding would restrict the future uses of the property to open space, parks, and recreation purposes. That is the intent of this acquisition. The property is not a viable site for the future Senior Center nor is it the intent of the Town to use the property for any other purposes than to enhance the Town's open space, parks, and recreation opportunities. The balance of the funding to purchase the property in the amount of an additional \$350,000 will come from Town funds, most likely the UDAG Grant and/or ARPA Funds or a combination thereof.

Additionally, the Town has several plans adjacent to this property in terms of the implementation of a "Safer Streets" program for Sandy Pond Road as well as various infrastructure and streetscape improvements for this location which this acquisition would further facilities in making the Town Beach; Sandy Pond Road; and the neighborhood safer and more accessible.

The purchase of the property in the total amount of \$700,000 is contingent upon Town Meeting approval on April 22, 2024 as well as a satisfactory environmental assessment. Additionally, the Seller of the property must level and remove all structures (including the house) from the property and level the property to street grade. A full presentation of this opportunity will be made at the Town Meeting on April 22, 2024 for which the Select Board fully supports.

In conclusion, this is a unique and once in a lifetime opportunity for the Town to acquire a piece of property which will enhance the Town's open space, recreation, and parks opportunities for current and future generations. We thank you for your consideration and support of this opportunity and moving it forward to the Town Meeting for the voters of Ayer to decide.

If you have any questions of the Select Board, please do not hesitate to contact us.

Thank you for your time, consideration, and support for this important project and opportunity.

Sincerely,

Scott A. Houde, Chair

Jannice L. Livingston, Vice Chair

Shaun C. Copeland, Clerk

The Ayer Select Board

DRAFT

FY2025 Capital Planning

Department	Item	Funding mechanism per policies	FY25	Adjustments	Adjusted Amt	Aye	No	FY 2025 Notes
Assessors	v8 Appraisal vision CAMA software	Capital Stabilization	30,240	(30,240)	-			Request in 2024 but not executed. In addition to prior capital of 17,500 Total - 47,740
DPW Wastewater	Pump impeller/volute replacement at Main & Central	Wastewater Enterprise Fund	33,000		33,000	6		Nov 30: Continuing project Central Ave pumping station items last 8 years
DPW Wastewater	Pickup truck replacement	Wastewater Enterprise Fund	45,000		45,000	6		Add attachments in description include plow Nov 30: Replaces 2007 Chevy with 138K Another Chevy HD Current truck has extensive repairs needed Used for WWTP and plowing
Fire Department	Water Rescue Equipment	Capital Stabilization	16,000	(16,000)	-	6		Nov 16: Update equipment Helmets, gloves, boots, and dry suits Open water rescue but not cold water rescue 6 suits Update boat for evacuation Stored on top of Rescue 1 but current weights 300 lbs. New version is 100 lbs. Pursuing grants as alternative funding - Jan 24 Reframing of current boat trailer Feb 6: grant received for full \$16K remove from capital
DPW Wastewater	Pump station generator connections	Wastewater Enterprise Fund	80,000		80,000	6		Nov 30: New generator already purchased This will install connection Phased approach - WW Main & Central pump stations first Estimated 2 more phases
Library	Sidewalk & exterior repairs	Capital Stabilization	25,000		25,000	6		
Parks Department	Utility vehicle	Capital Stabilization	25,000		25,000	6		Nov 9: Gator
DPW Wastewater	Pump station upgrades - Wright Way & Bennett's Brook	Wastewater Enterprise Fund	500,000		500,000	6		Nov 30: Bennets Brooks - equipment upgrade Wright Way needs to be replaced Approx 125-150K previously allocated Recent bids came in high
Facilities	Green Community Grant Match funding	Capital Stabilization	40,000		40,000	6		
Facilities	Parking lot repairs - Fire & Police	Capital Stabilization	43,000		43,000	6		Dec 14: Striping and sealing FD bay area repairs
DPW Wastewater	Inflow/infiltration repairs	Wastewater Enterprise Fund	750,000		750,000	6		Nov 30: To repair high inflow for WWTP Part of EPA permitting West Main St, Main St, & Central Ave
Facilities	TH envelope repairs & panic system	Capital Stabilization	45,000		45,000	6		
DPW Stormwater	Stormwater biofiltration/outfall improvements	Capital Stabilization	50,000		50,000	6		Nov 30: Annual request
DPW Wastewater	WWTP upgrades - Phase 4	Wastewater Enterprise Fund	4,000,000		4,000,000	6		Nov 30: Phase 4 of ongoing project Included in rate model LY

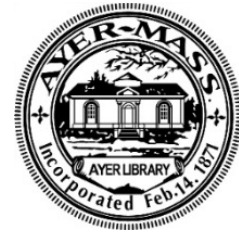
DPW Water	Washington St water tank painting	Water Enterprise Fund	100,000	(100,000)	-			<p>Nov 9: Approved 450K LY Additional funding needed</p> <p>Nov 30: Recommend no additional funding Initial engineering costs earlier this year were higher than 450K Updated estimate was at 450K Cannot begin until Spring 2026 due to need to drain tank Will wait until Clear Well is complete</p>
Fire Department	Fire Alarm Receiver	General Fund Borrow	94,550	(36,747)	57,803	6		<p>Nov 16: Vision 21 system receives waves a decodes Moving to singular unit reducing cost from original request FD applied for grant</p>
Police Dept.	Chief, Deputy & Admin furniture	General Fund Borrow	64,000		64,000	6		<p>Nov 9: Electrical and internet work for entire office Can save 18K by removing Chief office</p>
DPW Administration	Park St improvement project final design	General Fund Borrow	65,000	(65,000)	-			<p>Nov 9: 50% of the grant received / match Nov 30: 50% design completed to date Park St at Main St to Groton St Underground electric and OH New water/sewer AOCED will apply for MassWorks grant 65K is estimate / may increase Aligns with form based code HOLD FROM VOTING: Updated amounts in a couple of weeks Jan 18 - Remove from FY2025 request per DPW</p>
DPW Water	Grove Pond Greensand valve replacement	Water Enterprise Fund	50,000		50,000	6		<p>Nov 30: Ongoing project 2 vessels being replaced each year 2 more in FY2026</p>
DPW Water	Spec Pond chlorine chemical skid	Water Enterprise Fund	75,000		75,000	6		<p>Nov 9: Shelving systems for chlorine Nov 30: Chemical feed system for chlorine system Last done in 2011 Preventative maintenance Current shelves are rusted and corroding</p>
DPW Highway	Road paving	General Fund Borrow	95,000		95,000	6		<p>Nov 30: Annual request to supplment CH 90 increase from LY due to increase in cost os asphalt Ch90 usually 240K to 250K</p>
DPW Water	6 wheel dump truck	Water Enterprise Fund	95,000		95,000	6		<p>Add attachments in description include plow Nov 30: Replaces 2008 F250 with 72K miles Repairs are constant and costly Used for water construction and snow operations Will use plow from current truck</p>
DPW Water	Grove Pond GAC media replacement	Water Enterprise Fund	100,000		100,000	6		<p>Nov 30: Media is spent and needs replacement in vessel 1 Online in 2022 - first replacement</p>
DPW Stormwater	Stormwater culvert improvements	General Fund Borrow	130,000		130,000	6		<p>Nov 30: Annual request</p>
DPW Highway	Municipal tractor/sidewalk snow blower	General Fund Borrow	175,000	15,000	190,000	6		<p>Nov 30: Used for mowing, plowing, blowing, & SW sweeping Current oldest vehicle does not have replacement parts available Increase due to updated quote in 2023</p>
DPW Stormwater	Stormwater storm drain upgrades	General Fund Borrow	230,000		230,000	6		<p>Nov 30: Annual request</p>
DPW Water	Annual water main rehabilitation	Water Enterprise Fund	300,000		300,000	6		<p>Nov 30: Cambridge St water main replacement will use most</p>
DPW Water	Spec Pond well 3 pumping station and transmission main	Water Enterprise Fund	350,000		350,000	6		<p>Nov 30: New source approved Next step for pump testing and transmission main</p>

Fire Department	IV Pump	Ambulance Enterprise Fund	12,700		12,700	6	Nov 16: State has been pushing usage Removes the possibility of air in line for patient reduced risk of misdosing Some medications need to be refrigerated and are perishable. This allows change of drugs with longer shelf life 4 pumps in total / 2 per ambulance 10 year life expectancy Training through vendor and continuing education with FD
Fire Department	Medical Ventilator	Ambulance Enterprise Fund	23,349	(23,349)	(0)	6	Nov 16: Auto transport ventilator Currently own 1 which was received through grant Purchase to mirror processes in both ambulances State pushing usage due to higher recovery rates Fire will submit grant for this purchase in December Annual maintenance 7,600 for 5 yr service plan Jan 18 - Reduced per Fire Dept Feb 6: Grant received \$17K remove from capital
Fire Department	Cardiac Monitor	Ambulance Enterprise Fund	55,600		55,600	6	Nov 16: 10 year life expectancy Replacement for current monitors which expire in Aug 2024 Trade in value - TBD
Fire Department	Replace Ambulance 2	Ambulance Enterprise Fund	550,000		550,000	6	Nov 9: Enterprise fund / need to verify funds are available Nov 16: Year early due to backlog in processing Delivery date expected mid 2026 - 2027 Ambulances have 10 year life expectancy Ambulance 1 is 2018 Will try to space out life of 5 years JP - How often are both ambulances out at the same time? Enterprise fund is equipped to handle debt service 2016 ambulance is paid off / 2018 will be paid off 2029 Trade in - usually minimal 6.5% contingency included
		Total	8,247,439	(256,336)	7,991,103		
		Capital Stabilization	274,240	(46,240)	228,000		
		General Fund Borrow	853,550	(86,747)	766,803		
		Debt/Capital exclusion	-	-	-		
		Wastewater Enterprise Fund	5,408,000	-	5,408,000		
		Water Enterprise Fund	1,070,000	(100,000)	970,000		
		Ambulance Enterprise Fund	641,649	(23,349)	618,300		
		Total	8,247,439	(256,336)	7,991,103		

Follow up meetings:

Fire Nov 16th 5pm
DPW Nov 30th 5pm

Begin review next meeting - Dec 14



**Town of Ayer
Ayer Select Board
Ayer Town Hall – 1st Floor Meeting Room
Ayer, MA 01432**

Broadcast and Recorded by APAC

February 6, 2024
Open Session Meeting Minutes

SB Present: Scott A. Houde, Chair; Jannice L. Livingston, Vice-Chair; Shaun C. Copeland, Clerk

Also Present: Robert A. Pontbriand, Town Manager
Carly M. Antonellis, Assistant Town Manager

Call to Order: S. Houde called the meeting to order at 6:00 PM. S. Houde further stated that this meeting/hearing of the Ayer Select Board (SB) will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation via Zoom is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in a specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. This meeting will be live on Zoom and Channel 8. The public may access the proceedings by joining Zoom (Meeting ID# 897 9080 0793) or by calling (929-205-6099).

Pledge of Allegiance: Select Board members and meeting attendees stood and recited the Pledge of Allegiance.

Approval of Meeting Agenda:

Motion: A motion was made by S. Copeland and seconded by J. Livingston to approve the meeting agenda. **Motion passed 3-0.**

Announcements: None

Public Input: None

Joint Meeting with Ayer Finance Committee - Presentation of Ayer Shirley Regional School District FY '25 Budget - Dr. Adam Renda and Ayer Shirley Regional School Committee:

Finance Committee Call to Order – K. Fraczkowski, Chair called the Finance Committee to order at 6:02 PM. Members present were Kurt Fraczkowski, Jin Hong, Eric Sechman and Andrew Sealey (Via Remote Participation).

Dr. Renda was joined by Bill Plunkett, Business Manager, and Charlie Caliri, Assistant Superintendent and gave a presentation on the FY '25 budget.

Dr. Renda stated that there would be a public hearing on the budget on February 14, 2024. Dr. Renda reported that District Enrollment is up 51 students from the previous year. The Choice Out enrollment is 96 students and the Choice In enrollment is 96. There are 3 fewer students from Ayer attending the Charter School and there are 9 fewer students attending Nashoba Tech. Dr. Renda stated that the Special Education Enrollment is 20.5% of the total enrollment. He stated that the Special Education Out of District Costs in FY'25 are expected to range from \$43,000 to \$350,000 per placement, which is 9.1%

of the total budget.

Mr. Plunkett presented the budget revenues and budget drivers for FY '25. He stated that health insurance, employee salaries, and transportation are the major budget drivers. He mentioned the reduction in ESSR grants from the federal government will have an impact of the local budget. The Ayer assessment, without debt service would be, \$13,698,020, an increase of 9.0%. The Ayer assessment, with debt service would be, \$14,690,730, an increase of 8.4%. He said that they are working on the budget to bring the assessments down. Dr. Renda agreed and noted that he wanted to show the Board the cost of doing business, but realizes the figure needs to come down. There are 12 positions that are vital that the District will fund through various methods, including the Excess and Deficiency account.

E. Sechman asked where the 12 positions were. Dr. Renda said two to three per building and they are school adjustment counselors, reading specialists, a social worker for the high school and a grants coordinator, as well as other paraprofessional positions.

R. Pontbriand asked what the approximate figure was for the E&D account. W. Plunkett stated \$1.1 million. R. Pontbriand then asked about 24% increase in the central office. W. Plunkett stated that number was for all salary.

There was additional discussion. Dr. Renda stated that the District is working with the School Committee to get the assessment figures down. R. Pontbriand asked if there was a figure that the District is looking to reduce the overall budget by. Dr. Renda stated that he is looking for about \$300,000 in reduced costs.

Adjournment of Finance Committee -

Motion: A motion was made by J. Hong and seconded by E. Sechman to adjourn at 6:44 PM. **Motion passed 4-0.**

Affordable Housing/Zoning Bylaw Working Group Update - Janet Providakes: J. Providakes stated that she was appearing before the Board as the Chair of the Affordable Housing Committee. She has convened a working group whose goal is to create more affordable housing in Ayer, consisting of 4 volunteers and 3 Town Hall employees. The working group is looking for a better way to track and diversify the affordable housing inventory. The working group has forwarded suggestions to the Planning Board for consideration of being added to the Zoning Bylaw. J. Livingston stated that she is hopeful that the work of the working group will feed into the update of the Master Plan.

Dan Van Schalkwyk, Director, Department of Public Works - Execution of Contract for Spec. Pond Water Treatment Plant Filter Media Project: D. Van Schalkwyk presented a contract for execution for replacement of the Greensand filter media at the Spectacle Pond Water Treatment Facility. The Board awarded the Contract, including authorization of supplemental ARPA funds, at the January 16th meeting. Winston Builders Corporation has provided the required insurance, bonds, and contract requested in the award.

Motion: A motion was made by J. Livingston and seconded by S. Copeland to execute the contract for the Spectacle Pond Water Treatment Plant Filter Media Replacement Project in the amount of \$408,889.00 for signature by the Chair. **Motion passed 3-0.**

Curley Circle Street Acceptance – D. Van Schalkwyk stated that the street acceptance of Curley Circle was voted favorably at the Fall 2023 Town Meeting, authorizing acquisition by the Select Board. The final step of street acceptance is for the Select Board to acquire the street and required easements. He is recommending that the Board accept the Easement Deed to acquire the street and easements.

Motion: A motion was made by J. Livingston and seconded by S. Copeland to accept the easement deed and acquire the street and easements for Curley Circle. **Motion passed 3-0.**

Proposal for Acquisition of 71 Sandy Pond Road: R. Pontbriand was joined by D. Van Schalkwyk to discuss the potential of the Town of Ayer purchasing 71 Sandy Pond Road which was recently acquired by a private developer at auction. The 2.86 acre property is located diagonally across the street from Sandy Pond Beach. The Town was approached about an opportunity of purchasing the land due to its proximity to the Town Beach. If the Town were to acquire the land, the Town could make further enhancements to the property. The Select Board met in several Executive Session meetings to discuss which ultimately culminated in the Purchase and Sales agreement. The private developer has plans to construct two residential duplexes on the property but is willing to sell the property to the Town of Ayer for \$700,000 with the contingencies of demolishing and removing all structures on the property and leveling the property to grade; and subject to approval by the Annual Town Meeting (ATM) on April 22, 2024. R. Pontbriand presented some conceptual renderings prepared by the DPW and stated that it is important to note that this is an opportunity for the Town to acquire this property that is also in the project zone for the Sandy Pond Road Complete Streets Project and Safer Streets initiative. The Town could further develop the Town's parks and recreation assets to include potentially some parking; a park; a playground; a pavilion; some parks storage; and endless other potential public ideas for the benefit of the Town. He stressed that there is no definitive plan for this property at this time and the future of the property, if acquired, would be the result of a specific public process. Additionally, this property would not be used as a future site for the Senior Center as the property does not meet the requirements for that project. S. Houde stated that the beach area could be reconfigured and expanded with additional parking across the street. R. Pontbriand spoke about the funding for the \$700,000 purchase. He said that there is the possibility of CPC funding in the amount of \$350,000 and the remainder could be paid out of ARPA, UDAG or some combination. J. Livingston made note that the property owner has been proceeding down two tracks, meaning talking with the Town and pursuing permitting for development in the event that the Town Meeting votes the proposal down.

Pauline Conley, 40 Cambridge Street stated that she hopes Town Meeting will approve the proposal. She also asked about releasing the Executive Session meeting minutes. R. Pontbriand stated they would be released at the next meeting. She also stated that she hopes this project can be funded totally through the CPC.

Kurt Fraczkowski, 39 Groton Harvard Road stated that he is glad to see that a large amount of construction equipment has been removed. He also stated that he was glad to see that any potential environmental concerns were addressed in the Purchase and Sales.

Ken Diskin, 180 Washington Street asked what the Parks Commission thought about the proposal. R. Pontbriand stated that the Chair and the Parks Director are aware and that he'll be going in front of the Parks Commission in the next week.

Town Manager's Report - Administrative Update/Review of Warrants: R. Pontbriand presented an administrative update on the various activities, initiatives, and projects of the Town since the Select Board last met. He reported that the Senior Center Site Selection/Building Committee will be meeting Thursday February 8, 2024. He stated that the Rate Review Committee has recommended that the Select Board hold the FY '25 Water and Sewer Rate Public Hearing on Tuesday March 19, 2024. He noted that the Assessing Administrator will be leaving at the end of March; that Jeff Thomas, Parks & Recreation Director has announced his retirement effective April 4, 2024; he said that he is also advertising for the Assistant Town Accountant position.

FY 2025 Budget Process Update – R. Pontbriand stated he will present DRAFT #2 of the budget at the February 20, 2024 meeting. The Finance Committee will be meeting with the Fire Department, Police Department and Nashoba Valley Tech in the coming weeks.

March 2024 Meeting Schedule - R. Pontbriand stated that the Board will need to reschedule the March 5, 2024 meeting due to the Presidential Primary. Board members agreed to meet on Wednesday March 6, 2024 at 5:30 PM.

KENO Monitor Request – The Vineyard, 63 Park Street – R. Pontbriand reported that the Vineyard is looking to add a KENO monitor at their establishment. They currently can process KENO tickets, but there is no monitor.

Motion: A motion was made by S. Copeland and seconded by J. Livingston to approve the request for the KENO monitor at the Vineyard. **Motion passed 3-0.**

2024 Seasonal Population Estimate – Alcoholic Beverages Control Commission – R. Pontbriand presented the seasonal population estimate for the Town of Ayer. As is customary, there is not estimated seasonal population increase anticipated.

Motion: A motion was made by S. Copeland and seconded by J. Livingston to approve the 2024 Seasonal Population Estimate for the ABCC. **Motion passed 3-0.**

Update on Status of Nashoba Valley Medical Center – R. Pontbriand gave a brief update on the status of Nashoba Valley Medical Center due to recent reports in the media that the facility would be closing. He has spoken with Dr. Salvatore Perla, President of Nashoba Valley Medical Center and he has said that there are no immediate plans to close or sell the Nashoba Valley Medical Center. He is recommending that the Select Board may want to authorize a letter to Steward Medical expressing the vital importance of the Nashoba Valley Medical Center to the Town of Ayer and the Nashoba Valley Region, in terms of access to health care, as well as the importance of emergency services and outpatient services to many who do not have transportation to travel significant distances for care. Additionally, Nashoba Valley Medical Center is the Town’s second largest employer and after quality health care, the economic importance of the hospital is significant for Ayer and the Region.

Motion: A motion was made by J. Livingston and seconded by S. Copeland to authorize the Town Manager to write a letter to Steward Medical. **Motion passed 3-0.**

New Business/Select Board Member Questions: None

Approval of Meeting Minutes:

Motion: A motion was made by J. Livingston and seconded by S. Copeland to approve the meeting minutes of January 16, 2024. **Motion passed 3-0.**

Adjournment: A motion was made by J. Livingston and seconded by S. Copeland to adjourn at 7:35 PM. **Motion passed 3-0.**

Minutes Recorded and Submitted by Carly M. Antonellis, Assistant Town Manager

Date Minutes Approved by SB: _____

Signature Indicating Approval: _____