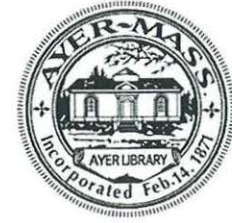


RECEIVED
MAR 03 2023

TOWN OF AYER
TOWN CLERK

11:50am

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



Tuesday March 7, 2023

Open Session In-Person and Zoom 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

Daniel Van Schalkwyk, Director, Dept. of Public Works

Execution of Contract for Third Street Water and Drain Improvements

6:10 PM

Consideration and Votes on Form of Ballot Questions for the Annual Town Election on May 9, 2023

Replacement of West Main Street Bridge Debt Exclusion; Fire Ladder Truck Debt Exclusions and Submission of Questions to Town Clerk for Inclusion on Annual Town Election Ballot

6:15 PM

Town Manager's Report

1. Administrative Update/Review of Town Warrant(s)
2. FY '24 Budget Update
3. 2023 Annual Town Meeting Warrant Update
4. Discussion on Proposed Recommendations for Use of FY '22 Free Cash
5. Request for One Day Beer/Wine License - St. Mary's Church - March 18, 2023

6:30 PM

New Business/Select Board Member Questions

Future Discussion on ARPA Funding (J. Livingston)

6:35 PM

Approval of Meeting Minutes

February 21, 2023

6:40 PM

****Executive Session pursuant to M.G.L. c.30A, sec. 21A**

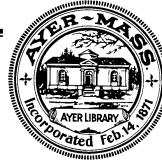
Exemption #2 (Non-Union Personnel) Town Clerk Personal Services Contract

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

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

*The next regularly scheduled meeting of the Select Board is **Monday March 27, 2023 at 6:00 PM via ZOOM only.** The FY '24 Water and Sewer Rate Public Hearing will be held at this meeting, Monday March 27, 2023.*

Dan Van Schalkwyk, P.E., Director
Kimberly Abraham, Water and Sewer Superintendent
Matt Hernon, P.E., Town Engineer
Pam Martin, Business Manager



25 BROOK STREET
AYER, MASSACHUSETTS 01432
T: (978) 772-8240
F: (978) 772-8244

MEMORANDUM

Date: March 2, 2023
To: Select Board
From: Dan Van Schalkwyk, P.E., Director
Matt Hernon, P.E., Town Engineer
Subject: **Agenda Items for March 7, 2023, Select Board Meeting**

- 1. Execution of Contract for Third Street Water and Drain Improvements** – Attached is a contract for execution for water and drain improvements on Third Street. We opened 8 bids for the project on February 16th. Bids ranged from \$422,700.00 to \$512,627.30. The engineer's estimate was \$457,900.00. The low bidder is CHB Excavating of Westford, MA. The DPW has reviewed CHB Excavating's required submittals (paperwork, references, etc.) and I recommend executing the contract with CHB Excavating in the amount of \$422,700.00.

Requested Motion – Vote to execute the contract with CHB Excavating for the Third Street Water and Drain Improvements project in the amount of \$422,700.00 (for signature by the Board).

Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner \$500 for each day that expires after the time specified in Paragraph 4.02 for completion and readiness for final payment until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraph 5.01A.

A. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 5 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 30th day of each month during performance of the Work as provided in Paragraphs 6.02.A.1 and 6.02.A.2 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements:

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with the General Conditions:

a. 95 percent of Work completed (with the balance being retainage); and

b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

2. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 98 percent of the Work completed, less such amounts as Engineer shall determine in accordance with the General Conditions.

6.03 *Final Payment*

A. Upon final completion and acceptance of the Work in accordance with the General Conditions and the Supplementary Conditions, Owner shall pay the remainder of the Contract Price as recommended by the Engineer and as provided in the General Conditions, less any sum Owner is entitled to set off against Engineer's recommendation, including but not limited to liquidated damages.

ARTICLE 7 – INTEREST

7.01 Not Applicable

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

8.01 In order to induce Owner to enter into this Agreement Contractor makes the following representations:

A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.

- B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities).
- E. Contractor has obtained and carefully studied (or assumes responsibility for doing so) all additional or supplementary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents, and safety precautions and programs incident thereto.
- F. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the Site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.
- I. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- J. The Contract Documents are generally enough to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages 1 to 5, inclusive).
 - 2. Performance bond and Payment bond
 - 3. General Conditions
 - 4. Supplementary Conditions
 - 5. Specifications as listed in the table of contents of the Project Manual.
 - 6. Drawings consisting of 6 sheets with each sheet bearing the following general title: Third Street Water and Drain Improvements.
 - 7. Addenda (numbers _____ to _____, inclusive).
 - 8. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor’s Bid (pages 00300-1 to 00300-8, inclusive).
 - b. Documentation submitted by Contractor prior to Notice of Award (pages _____ to _____, inclusive).
 - c. _____.

9. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed (pages _____ to _____, inclusive).
 - b. Work Change Directives.
 - c. Change Order(s).
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement in four copies. One counterpart each has been delivered to Owner, Contractor, Engineer, and Agency. All portions of the Contract Documents have been signed, initialed, or identified by Owner and Contractor or identified by Engineer on their behalf.

This Agreement is dated _____.

OWNER:

CONTRACTOR

Select Board
Town of Ayer
Ayer, Massachusetts

By: _____

By: _____

Title: Chair

By: _____

Title: Member

By: _____

Title: Member

Title: _____

[CORPORATE SEAL]

[CORPORATE SEAL]

Approved: _____

Title: Treasurer

Attest: _____

Attest: _____

Title: Clerk

Title: _____

Address for giving notices:

Address for giving notices:

Agent for service of process:

(If Contractor is a corporation or a partnership, attach evidence of authority to sign.)

SECTION 00300

FORM FOR GENERAL BID

Ayer Department of Public Works
Ayer, Massachusetts
Third Street Water and Drain Improvements

The following Bid is submitted to: Town of Ayer Department of Public Works
25 Brook Street
Ayer, MA 01432

By (Contractor Name): CHB Excavating Inc
(Address for Giving Notice): 197 Concord Rd Westford Ma
01886

A. The Undersigned proposes to furnish all labor and materials required for the Third Street Water and Drain Improvements in Ayer, Massachusetts, in accordance with the accompanying plans and specifications prepared by The Ayer DPW for the contract price specified below, subject to additions and deductions according to the terms of the specifications.

B. This bid includes addenda

Number 0
Dated _____

C. BASE BID -The proposed contract price for the **Base Bid including Bid Items 1 through 12** complete is
Four Hundred Twenty Two Thousand Seven
Hundred dollars and zero cents dollars (\$422,700.00).
(in Words) (in Figures)

D. The subdivision of the proposed contract price is as follows:

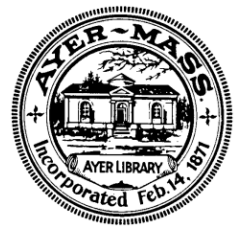
Item No.	Quantity	Brief Description of Item with Unit Bid Price in Words	Unit Bid In Figures	Amount In Figures
1A	15 LF	14-Inch Diameter Ductile Iron Water Mains The Sum of \$ <u>One Hundred</u> <u>dollars and zero cents</u> Per Linear Foot	\$ <u>100.00</u>	\$ <u>1,500.00</u>
1B	1050 LF	12-Inch Diameter Ductile Iron Water Mains The Sum of \$ <u>Two Hundred</u> <u>dollars and zero cents</u> Per Linear Foot	\$ <u>200.00</u>	\$ <u>210,000.00</u>
1C	10 LF	8-Inch Diameter Ductile Iron Water Mains The Sum of \$ <u>One Hundred</u> <u>Fifty dollars and zero cents</u> Per Linear Foot	\$ <u>150.00</u>	\$ <u>1,500.00</u>
1D	10 LF	6-Inch Diameter Ductile Iron Water Mains The Sum of \$ <u>one Hundred</u> <u>Fifty dollars and zero cents</u> Per Linear Foot	\$ <u>150.00</u>	\$ <u>1,500.00</u>
1E	5 LF	4-Inch Diameter Ductile Iron Water Mains The Sum of \$ <u>One Hundred</u> <u>Fifty dollars and zero cents</u> Per Linear Foot	\$ <u>150.00</u>	\$ <u>750.00</u>
2A	2 EA	12-Inch Diameter Gate Valves and Boxes The Sum of \$ <u>Five Thousand</u> <u>dollars and zero cents</u> Per Each	\$ <u>5,000.00</u>	\$ <u>10,000.00</u>
2B	1 EA	8-Inch Diameter Gate Valves and Boxes The Sum of \$ <u>Three Thousand</u> <u>dollars and zero cents</u> Per Each	\$ <u>3,000.00</u>	\$ <u>3,000.00</u>
2C	2 EA	6-Inch Diameter Gate Valves and Boxes The Sum of \$ <u>Two Thousand</u> <u>dollars and zero cents</u> Per Each	\$ <u>2,000.00</u>	\$ <u>4,000.00</u>

Item No.	Quantity	Brief Description of Item with Unit Bid Price in Words	Unit Bid In Figures	Amount In Figures
2D	1 EA	4-Inch Diameter Gate Valves and Boxes The Sum of \$ <u>One Thousand Five Hundred</u> dollars and <u>zero</u> cents Per Each	\$ <u>1,500.00</u>	\$ <u>1,500.00</u>
3A	2 EA	Install Hydrant Assembly The Sum of \$ <u>Seven Thousand Five Hundred</u> dollars and <u>zero</u> cents Per Each	\$ <u>7,500.00</u>	\$ <u>15,000.00</u>
3B	3 EA	Remove Existing Hydrant and Valve Box The Sum of \$ <u>One Hundred</u> dollars and <u>zero</u> cents Per Each	\$ <u>100.00</u>	\$ <u>300.00</u>
4	16 EA	1-Inch Corporation Stops and Taps The Sum of \$ <u>One Thousand Five Hundred</u> dollars and <u>zero</u> cents Per Each	\$ <u>1,500.00</u>	\$ <u>24,000.00</u>
5	16 EA	Curb Stops and Curb Boxes The Sum of \$ <u>Seven Hundred</u> dollars and <u>zero</u> cents Per Each	\$ <u>700.00</u>	\$ <u>11,200.00</u>
6	225 LF	1-Inch Copper Service Pipe The Sum of \$ <u>Sixty Six</u> dollars and <u>zero</u> cents Per Linear Foot	\$ <u>66.00</u>	\$ <u>14,850.00</u>
7	1 LS	Temporary Water Service The Sum of \$ <u>Fourteen thousand</u> dollars and <u>zero</u> cents Lump Sum	\$ <u>14,000.00</u>	\$ <u>14,000.00</u>
8	230 CY	Gravel Subbase The Sum of \$ <u>Fifty</u> dollars and <u>zero</u> cents Per Cubic Yard	\$ <u>50.00</u>	\$ <u>11,500.00</u>

00300-4
FORM FOR GENERAL BID

Item No.	Quantity	Brief Description of Item with Unit Bid Price in Words	Unit Bid In Figures	Amount In Figures
9	700 SY	Trench Temporary Bituminous Pavement The Sum of \$ <u>Thirty Six</u> <u>dollars and zero cents</u> Per Square Yard	\$ <u>36.00</u>	\$ <u>25,200.00</u>
10	300 SY	Loam and Seed The Sum of \$ <u>Five</u> dollars <u>zero cents</u> Per Square Yard	\$ <u>5.00</u>	\$ <u>1,500.00</u>
11A	6 EA	Catch Basin The Sum of \$ <u>Six Thousand</u> <u>dollars and zero cents</u> Per Each	\$ <u>6,000.00</u>	\$ <u>36,000.00</u>
11B	3 EA	Drain Manhole The Sum of \$ <u>Six Thousand</u> <u>Eight Hundred dollars and zero</u> Per Each <u>cents</u>	\$ <u>6,800.00</u>	\$ <u>20,400.00</u>
12	300 LF	12" HDPE Drain Pipe The Sum of \$ <u>Fifty</u> dollars <u>and zero cents</u> Per Linear Foot	\$ <u>50.00</u>	\$ <u>15,000.00</u>

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: March 3, 2023

TO: Ayer Select Board

FROM: Robert A. Pontbriand
Town Manager

SUBJECT: Debt Exclusion Ballot Questions – Consideration and Possible Votes on Possible Debt Exclusion Ballot Questions for Inclusion on the Annual Town Election Ballot for May 9, 2023, and Submission of Questions to Town Clerk – Replacement of West Main Street Bridge; Purchase and Equipping of a Fire Ladder Truck

Dear Honorable Select Board Members,

As the Select Board is aware, the Capital Planning Committee has recommended two debt exclusions for the replacement of the West Main Street Bridge and the purchase and equipping of a new Fire Ladder Truck subject to approval by the Annual Town Meeting on April 24, 2023 and subject to passage by ballot at the Annual Town Election on May 9, 2023.

Pursuant to the provisions of G.L. c. 59, sec. 21C, the Select Board is required to vote by a two-thirds majority to place debt exclusion ballot questions before the voters at the annual or a special election. The Select Board is required to provide notice to the Town Clerk of such a determination no less than thirty-five (35) days prior to the election.

At the Select Board Meeting on March 7, 2023 the Select Board is respectfully requested to review and approve the following debt exclusion questions consistent with the statute for inclusion on the ballot for the Annual Town Election to be held on Tuesday, May 9, 2023 as follows:

Shall the Town of Ayer be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued in order to fund the replacement of the West Main Street Bridge and any costs incidental and related thereto?

Yes ___ No ___

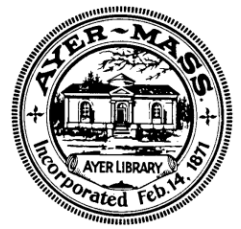
Shall the Town of Ayer be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued in order to purchase and equip a Fire Ladder Truck and any costs incidental and related thereto?

Yes ___ No ___

And to further authorize the Town Manager to notify the Town Clerk of this vote and request in writing.

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

MEMORANDUM

DATE: March 3, 2023

TO: Ayer Select Board

FROM: Robert A. Pontbriand
Town Manager

SUBJECT: Town Manager's Report for the March 7, 2023 Ayer Select Board Meeting

Dear Honorable Select Board Members,

I am pleased to transmit to you the following Town Manager's Report for the March 7, 2023 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 Warrant(s):

- At the meeting I will provide the Select Board with a brief Administrative Update on the various activities, initiatives, and projects of the Town since the Select Board last met on February 21, 2023.
- I have reviewed, approved, and signed the following Town Warrants since the Select Board last met on February 21, 2023:

Payroll Warrant #23-17 in the amount of \$363,551.42 was reviewed, approved, and signed on February 22, 2023.

Accounts Payable Warrant #23-17 in the amount of \$462,698.72 was reviewed, approved, and signed on February 27, 2023.

FY 2024 Budget Update:

- At the meeting I will provide a brief update on the FY 2024 Budget. Attached is DRAFT #3 of the FY 2024 Budget (See attached). All changes from DRAFT #2 to DRAFT #3 are highlighted in green. DRAFT #3 was also transmitted to the Finance Committee and will be posted on the FY 2024 Budget webpage on the Town's website at www.ayer.ma.us/budget. Hard copies of DRAFT #3 are available upon request from the Town Manager's Office during normal hours of operation.
- Additionally, the Second Public Budget Forum on the FY 2024 Budget will take place on Wednesday, March 8, 2023 at 6pm in the First Floor Meeting Room of the Ayer Town Hall. This will be a Joint Meeting of the Select Board and Finance Committee at which time I will make a brief presentation on the FY 2024 Budget (using DRAFT #3) as well as covering some of the other financial topics related to the Budget and the upcoming Annual Town Meeting. This will be an in-person meeting with remote participation available on Zoom for the public who choose to participate remotely. All Department Heads will be in attendance to answer any questions pertaining to their FY 2024 Departmental Budgets.

2023 Annual Town Meeting Warrant Update:

- At the meeting I will provide a brief update on the development of the 2023 Annual Town Meeting Warrant for the Annual Town Meeting on Monday, April 24, 2023 at 7pm in the Auditorium of the Ayer Shirley Regional High School. The deadline for all Warrant Articles and Citizen’s Petitions is 12pm (noon) on Friday, March 31, 2023.
- The Select Board is scheduled to meet on Tuesday, April 4, 2023 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 2024 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 7, 2023 at which time it will be sent for printing and mailing to all Ayer households.

Discussion on Proposed Recommendation for Use of FY 2022 Free Cash:

- At the meeting I would like to make a brief presentation and have a discussion with the Select Board regarding the proposed recommendations for the uses of Free Cash for FY 2024 subject to approval by the Annual Town Meeting.
- The Town’s certified Free Cash as of June 30, 2022 is \$1,936,459.
- The Executive Bi-Board is meeting on Tuesday, March 7, 2023 at 2pm on Zoom to have an in-depth discussion regarding the proposed recommended uses for Free Cash this year of which I will discuss with the Select Board at the Select Board meeting.
- In advance of the Executive Bi-Board meeting and Select Board meeting, some initial recommendations for consideration/discussion are as follows:

○ UDAG Fund Replenishment – Park Street Utility Study:	\$14,185
○ GASB 45 – OPEB:	\$145,636
○ Forward Funding of the Pension Assessment:	\$300,000
○ Compensated Absences Special Revenue Fund:	\$50,000
○ Replenishment of Library Trust Funds – HVAC Repair:	\$35,000
○ Capital Stabilization:	Amount TBD
○ Stabilization:	Amount TBD*

**(Note: Last year, \$400,000 of the total amount placed in Stabilization was designated for the first-year cost impacts of the four (4) new Firefighters when the SAFER Grant ends. For this year, it is recommended that \$300,000 of the total amount placed in Stabilization be designated for the first-year cost impacts.)*

- Other recommendations? TBD
- The current balance in the Town’s Stabilization Fund as of December 2022 is: \$2,697,165
- The current balance in the Town’s Capital Stabilization Fund as of December 2022 is: \$3,466,657

Request for One Day Beer/Wine License – St. Mary’s Church – March 18, 2023

- Please see the attached request for a One Day Bee/Wine License from St. Mary’s Church on March 18, 2023 (See attached).

Thank you.

Attachments: DRAFT #3 of the FY 2024 Budget

St. Mary’s Church Request for One Day Beer/Wine License – St. Mary’s Church for March 18, 2023

FISCAL 2024 OMNIBUS BUDGET DRAFT #3 - March 3,2023

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
MODERATOR	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01114-51100	MODERATOR, STIPEND	530.00	541.00	0.00	0.00	563.00	574.00	11.00	1.95%
01114-57000	OTHER CHARGES				0.00	100.00	100.00	0.00	0.00%
TOTAL	MODERATOR	530.00	541.00	0.00	0.00	663.00	674.00	11.00	1.66%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
SELECT BOARD	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01122-51000	SALARY	241117.98	252272.18	259346.37	100640.16	275896.00	296913.02	21017.02	7.62%
01122-51100	WAGES	7510.39	11363.49	9082.04	3273.35	60356.00	61563.12	1207.12	2.00%
01122-52000	SERVICES	1373.24	1235.76	1019.72	331.92	1250.00	1250.00	0.00	0.00%
01222-54000	SUPPLIES	567.05	617.43	689.34	96.02	1000.00	1000.00	0.00	0.00%
01122-57000	OTHER CHARGES & EXPENSES	2452.16	3219.94	2729.84	2578.00	3500.00	3500.00	0.00	0.00%
01122-58000	CAPITAL	0.00	0.00	2250.00	0.00	0.00	0.00	0.00	0.00%
TOTAL	SELECT BOARD	253020.82	268708.80	275117.31	106919.45	342002.00	364226.14	22224.14	6.50%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
BENEFITS AND PAYROLL ADMINISTRATION	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01126	BENEFITS & PAYROLL MANAGER								
01126-51000	BENEFITS & P/R - SALARY	69028.88	71767.96	71348.92	27267.76	73273.00	72456.35	(816.65)	-1.11%
01126-51100	BENEFITS & PAYROLL WAGES	0.00	0.00	0.00	0.00	8243.00	8823.36	580.36	7.04%
01126-52000	BENEFITS & P/R- SERVICES	2060.14	4792.77	2023.00	566.00	4800.00	5280.00	480.00	10.00%
01126-54000	BENEFITS & P/R-SUPPLIES	159.25	243.23	219.86	185.76	1450.00	1595.00	145.00	10.00%
01126-57000	BENEFITS & P/R- EXPENSES	622.27	232.50	1575.85	0.00	1800.00	1980.00	180.00	10.00%
TOTAL	BENEFITS & PAYROLL MANAG	71870.54	77036.46	75167.63	28019.52	89566.00	90134.71	568.71	0.63%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
RESERVE FUND	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01132-57000	RESERVE FUND APPROP	9300.00	44500.00	81201.00	0.00	300000.00	175000.00	(125000.00)	-41.67%
TOTAL	RESERVE FUND	9300.00	44500.00	81201.00	0.00	300000.00	175000.00	(125000.00)	-41.67%

*decrease 25000.00

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
TOWN ACCOUNTANT	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01135	TOWN ACCOUNTANT								
01135-51000	ACCOUNTANT -SALARY	5392.41	11233.25	24960.95	44922.33	112397.00	93664.43	(18732.57)	-16.67%
01135-51100	ACCOUNTANT - WAGES	165889.10	171688.04	156769.63	24110.89	72056.00	63548.80	(8507.20)	-11.81%
01135-52000	ACCOUNTANT- SERVICES	18200.88	31250.00	22000.00	0.00	32000.00	34000.00	2000.00	6.25%
01135-53000	PROFESSIONAL SERVICES	8625.00	3706.50	12425.00	3500.00	0.00	3675.00	3675.00	100.00%
01135-54000	ACCOUNTANT - SUPPLIES	402.50	647.26	639.01	534.50	1000.00	1000.00	0.00	0.00%
01335-57000	ACCOUNTANT - EXPENSES	699.95	850.27	1379.85	1515.00	1500.00	2560.00	1060.00	70.67%
TOTAL	TOWN ACCOUNTANT	199209.84	219375.32	218174.44	74582.72	218953.00	198448.23	(20504.77)	-9.36%

*re-organization to treasurer's budget

*Position open - budget step 3

*increase for anticipated single audit

*increase for annual education and training needs

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
FINANCIAL COMPUTER SUPPORT	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01136	FINANCIAL COMPUTER SUPPORT								
01136-51000	COMPUTER SUPPORT STIPEND	5278.00	5487.62	4877.87	0.00	5598.00	3000.00	(2598.00)	-46.41%
01136-52000	COMPUTER SUPPORT - SERVICES	40277.39	40623.56	45431.50	23389.36	43844.00	47000.00	3156.00	7.20%
01136-54000	COMPUTER SUPPORT - SUPPLIES	681.92	0.00	2411.09	0.00	500.00	950.00	450.00	90.00%
01136-57000	COMPUTER SUPPORT - EXPENSES	56.39	0.00	0.00	0.00	2000.00	2000.00	0.00	0.00%
TOTAL	FINANCIAL COMPUTER SUPPORT	46293.70	46111.18	52720.46	23389.36	51942.00	52950.00	1008.00	1.94%

*reorganization to Treasurer budget

*Required upgrade of financial software and training

*Transfer of toner and forms formerly in IT budget

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
BOARD OF ASSESSORS	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01141	BOARD OF ASSESSORS								
01141-51000	ASSESSORS - SALARY	107628.61	109906.75	89578.06	40383.01	87566.00	97750.61	10184.61	11.63%
01141-51100	ASSESSORS-WAGES	58044.67	62517.44	62906.24	24944.56	66102.00	70649.74	4547.74	6.88%
01141-52000	ASSESSORS - SERVICES	13559.36	13201.74	43261.94	25160.00	40150.00	35000.00	(5150.00)	-12.83%
01141-54000	ASSESSORS - SUPPLIES	339.37	451.56	402.85	704.69	1091.00	1500.00	409.00	37.49%
01141-57000	ASSESSORS - EXPENSES	5860.00	6588.67	7911.49	1168.00	11025.00	12112.00	1087.00	9.86%
TOTAL	BOARD OF ASSESSORS	185432.01	192666.16	204060.58	92360.26	205934.00	217012.35	11078.35	5.38%

* increase toner due to expense transferred from IT

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
TREASURER/TAX COLLECTOR	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01145	TOWN TREASURER								
01145-51000	TREASURER - SALARY	(589.34)	2199.19	11838.72	32825.52	90573.00	119266.11	28693.11	31.68%

*reorganization from Accountant budget

01166-51000	INFO TECH - SALARY	(359.92)	1894.21	14298.87	25455.73	102608.00	89888.40	(12719.60)	-12.40%	*position open, budgeted for step 5
01166-51100	INFO TECH - WAGES	94229.17	103615.46	80957.19	2478.50	8200.00	8640.00	440.00	5.37%	*minimum wage increased to \$15.00
01166-52000	INFO TECH - SERVICES	46879.16	60964.29	74236.02	46373.20	54045.00	59045.00	5000.00	9.25%	*additional cyber security requirements
01166-54000	INFO TECH - SUPPLIES	4470.00	4540.33	3785.00	4082.26	5050.00	5500.00	450.00	8.91%	
01166-57000	INFO TECH - EXPENSES	911.86	444.65	1055.94	3330.51	18000.00	20000.00	2000.00	11.11%	
01166-58000	INFO TECH CAPITAL	7814.25	19159.24	10982.90	0.00	0.00	0.00	0.00	0.00%	
TOTAL	INFORMATION TECHNOLOGY	153944.52	190618.18	185315.92	81720.20	187903.00	183073.40	(4829.60)	-2.57%	

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
CONSERVATION	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01171	CONSERVATION COMMISSION								
01171-51000	CONSERVATION - SALARY	56697.86	61570.75	41691.14	22619.90	59445.00	68548.12	9103.12	15.31%
01171-52000	CONSERVATION - SERVICES	919.13	1579.13	6604.57	165.96	13050.00	10500.00	(2550.00)	-19.54%
01171-54000	CONSERVATION - SUPPLIES	303.39	231.20	1474.11	184.84	1450.00	1200.00	(250.00)	-17.24%
01171-57000	CONSERVATION - EXPENSES	2403.13	879.13	1590.99	1595.54	2625.00	2400.00	(225.00)	-8.57%
TOTAL	CONSERVATION COMMISSION	60104.07	64891.41	58054.25	24566.24	76570.00	82648.12	6078.12	7.94%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
TOWN PLANNER	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01175	TOWN PLANNER								
01175-51000	TOWN PLANNER SALARY	82721.68	86790.69	86347.72	33324.98	94920.00	89888.40	(5031.60)	-5.30%
01175-54000	SUPPLIES	0.00	0.00	0.00	200.61	0.00	0.00	0.00	0.00%
01175-54200	OFFICE SUPPLIES	617.88	644.12	839.03	165.96	450.00	450.00	0.00	0.00%
01175-55801	PUBLIC HEARINGS EXPENSE	10.11	210.31	576.06	0.00	150.00	150.00	0.00	0.00%
01175-57000	OTHER CHARGES & EXPENSES	3433.92	454.36	3817.23	780.46	1900.00	1900.00	0.00	0.00%
TOTAL	TOWN PLANNER	86783.59	88099.48	91580.04	34472.01	97420.00	92388.40	(5031.60)	-5.16%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
URBAN DEVELOPMENT	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01181	URBAN DEVELOPMENT								
01181-56600	REGIONAL PLANNING ASSESS.	2510.52	2573.28	2637.62	2888.60	2888.60	2960.82	72.22	2.50%
TOTAL	URBAN DEVELOPMENT	2510.52	2573.28	2637.62	2888.60	2888.60	2960.82	72.22	2.50%

	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST	\$ INC/(DEC)	% INC/(DEC)
01188	COMMUNITY & ECONOMIC DEV								
01188-51000	PLAN & DEVELOP - SALARIES	38680.32	39982.26	42495.90	16079.95	44344.00	46373.32	2029.32	4.58%
01188-51100	PLAN & DEVELOP - WAGES	(148.20)	555.24	0.00	12243.98	37085.00	39871.96	2786.96	7.52%
01188-52000	PLAN & DEVELOP - SERVICES	0.00	28.24	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	250.00	250.00	0.00	0.00%
TOTAL	COMMUNITY & ECONOMIC DEV	38532.12	40760.04	42495.90	28323.93	81879.00	86695.28	4816.28	5.88%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)	
FACILITIES PUBLIC BUILDING &PROP MAIN	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST			
01192	PUBLIC BLDGS & PROP MAINT									
01192 51000	FACILITIES- SALARY	71420.40	76933.20	88458.84	32632.66	90333.00	94444.42	4111.42	4.55%	
01192 51100	FACILITIES - WAGES	40043.52	22681.46	7030.96	15742.97	44284.00	47167.92	2883.92	6.51%	
01192 51300	FACILITIES OVERTIME	7175.18	18891.49	16214.56	124.40	0.00	1000.00	1000.00	100.00%	
01192 52000	FACILITIES - SERVICES	72319.52	106989.72	106950.91	17960.64	57500.00	49500.00	(8000.00)	-13.91%	
01192 52010	SERVICES-OTHER TOWN BUILDINGS	0.00	0.00	0.00	1419.00	0.00	20000.00	20000.00	100.00%	*Reclassification of GL numbers
01192 52021	FACILITIES SERVICES - APD	0.00	0.00	0.00	669.32	0.00	20600.00	20600.00	100.00%	
01192 52022	FACILITIES SERVICES - AFD	0.00	0.00	0.00	1063.54	0.00	28000.00	28000.00	100.00%	
01192 52100	FACILITIES - UTILITIES	78731.69	90017.19	93319.57	19894.89	141400.00	35500.00	(105900.00)	-74.89%	
01192 52121	FACILITIES UTILITIES - APD	0.00	0.00	0.00	886.82	0.00	36000.00	36000.00	100.00%	
01192 52122	FACILITIES UTILITIES - AFD	0.00	0.00	0.00	2926.87	0.00	35600.00	35600.00	100.00%	
01192 52200	FACILITIES GROUNDSKEEPING	0.00	0.00	1189.72	1917.27	7000.00	4000.00	(3000.00)	-42.86%	
01192 52221	FACILITIES GROUNDSKEEPING- APD	0.00	0.00	0.00	51.45	0.00	2500.00	2500.00	100.00%	
01192 52222	FACILITIES GROUNDSKEEPING- AFD	0.00	0.00	0.00	60.90	0.00	500.00	500.00	100.00%	
01192 52400	FACILITIES REP & MAINTENANCE	13504.06	9483.76	14937.90	7269.03	15800.00	12208.00	(3592.00)	-22.73%	
01192 52421	FACILITIES MAINTENANCE - APD	0.00	0.00	0.00	352.00	0.00	10104.00	10104.00	100.00%	
01192 52422	FACILITIES MAINTENANCE - AFD	0.00	0.00	0.00	11260.00	0.00	10858.00	10858.00	100.00%	
01192 54000	FACILITIES - SUPPLIES	24631.98	34394.26	35454.78	12915.52	26400.00	18200.00	(8200.00)	-31.06%	
01192 54021	FACILITIES SUPPLIES - APD	0.00	0.00	0.00	201.77	0.00	11500.00	11500.00	100.00%	
01192 54022	FACILITIES SUPPLIES - AFD	0.00	0.00	0.00	2396.75	0.00	6200.00	6200.00	100.00%	
01192 54100	CLOTHING SUPPLIES	0.00	597.82	575.96	40.24	600.00	600.00	0.00	0.00%	
01192 57000	FACILITES - EXPENSES	2410.15	2841.63	3782.64	2180.34	2902.79	3000.00	97.21	3.35%	
01192 58000	FACILITIES CAPITAL	16989.21	0.00	0.00	0.00	(102.79)	0.00	102.79	-100.00%	
TOTAL	PUBLIC BLDGS & PROP MAIN	327225.71	362830.53	367915.84	131966.38	386117.00	447482.34	61365.34	15.89%	*increased energy costs

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
GENERAL INSURANCE	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01193	GENERAL INSURANCE								
01193-57400	WORKERS COMPENSATION INS	54533.00	56616.00	54397.00	56838.60	71500.00	83650.00	12150.00	16.99%
01193-57410	FIRE/POLICE ACC LIAB INS	43247.00	58970.94	57672.30	64507.46	53900.00	64290.00	10390.00	19.28%
01193-57430	FIRE, CASUALTY & LIAB INS	120859.68	129979.00	153647.36	163914.15	168300.00	185130.00	16830.00	10.00%
TOTAL	GENERAL INSURANCE	218639.68	245565.94	265716.66	285260.21	293700.00	333070.00	39370.00	13.40%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
POLICE DEPARTMENT	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01210	POLICE DEPARTMENT								
01210 51000	POLICE DEPT-SALARIES	0.00	0.00	37520.92	102550.54	297127.00	303465.55	6338.55	2.13%
01210 51100	POLICE DEPT-WAGES	2028904.32	2239258.90	2169735.12	559045.81	1793643.00	1976202.10	182559.10	10.18%
01210 51300	POLICE DEPT-OVERTIME	128475.55	233485.34	233102.58	97177.10	352808.00	302808.00	(50000.00)	-14.17%
01210 52000	POLICE - SERVICES	114850.27	117377.07	138343.47	56761.80	120502.00	123580.99	3078.99	2.56%
01210 52100	POLICE UTILITY SERVICES	0.00	0.00	434.39	1051.27	2510.00	7900.00	5390.00	214.74%
01210 54000	POLICE - SUPPLIES	32883.19	67140.00	63679.65	71289.69	30900.00	27300.00	(3600.00)	-11.65%
01210 54100	POLICE - CLOTHING ALLOWANCE	23368.14	23030.47	20895.32	8791.47	27350.00	34075.00	6725.00	24.59%
01210 57000	POLICE -EXPENSE	30890.20	26170.79	46247.97	16364.64	75331.00	79552.00	4221.00	5.60%
01210 58000	POLICE CAPITAL	56062.32	50321.62	53734.22	96389.24	61100.00	72715.00	11615.00	19.01%
TOTAL	POLICE DEPARTMENT	2415433.99	2756784.19	2763693.64	1009421.56	\$ 2,761,271.00	\$ 2,927,598.64	166327.64	6.02%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
FIRE DEPARTMENT	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01220	FIRE DEPARTMENT								
1220-51000	FIRE - SALARY	52302.22	54920.88	81480.15	97608.89	265394.00	299041.43	33647.43	12.68%
1220-51100	FIRE DEPT WAGES	1340826.47	1451100.76	1487049.76	457985.81	1309568.00	1340020.46	30452.46	2.33%
1220-51300	FIRE DEPT-OVERTIME	273242.26	278944.05	244114.11	149246.13	464498.00	520960.55	56462.55	12.16% *Contractual
1220-52000	SERVICES	37725.72	40244.31	56297.89	14677.73	52775.00	56010.61	3235.61	6.13%
1220-53020	OSHA SERVICES	0.00	0.00	0.00	2002.14	12173.00	12173.00	0.00	0.00%
1220-54000	SUPPLIES	34544.67	50135.39	82232.33	19511.32	49439.00	46664.00	(2775.00)	-5.61%
1220-57000	OTHER CHARGES & EXPENSES	9374.27	11731.89	18670.29	7543.85	33585.00	34135.35	550.35	1.64%
1220-58000	CAPITAL	13462.54	15009.60	2647.96	1004.00	5000.00	5000.00	0.00	0.00%
TOTAL	FIRE DEPARTMENT	1761478.15	1902086.88	1972492.49	749579.87	2192432.00	2314005.40	121573.40	5.55%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
DISPATCHERS	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01231	DISPATCHERS								
01231 51000	REGION DISPATCH-SALARY	0.00	0.00	2556.30	38601.18	94879.00	99078.44	4199.44	4.43%
01231 51100	REGION DISPATCHERS - WAGES	194382.77	18741.49	72655.36	214360.60	360684.00	345776.19	(14907.81)	-4.13%
01231 51300	DISPATCHER - OVERTIME	0.00	0.00	9688.31	37874.04	61000.00	61000.00	0.00	0.00%
01231 52000	REGIONAL DISPATCH-SERVICES	0.00	0.00	0.00	20.00	15000.00	22162.50	7162.50	47.75%
01231 54000	REGIONAL DISPATCH - SUPPLIES	0.00	337.02	0.00	79.74	1000.00	1000.00	0.00	0.00%
01231 54100	DISPATCHER - CLOTHING ALLOWANCE	969.25	920.99	1691.92	1465.00	4700.00	5400.00	700.00	14.89%
01231 57000	REGIONAL DISPATCH-EXPENSES	0.00	0.00	440.02	841.51	1169.00	13369.00	12200.00	1043.63%
TOTAL	DISPATCHERS	195352.02	19999.50	87031.91	293242.07	538432.00	547786.13	9354.13	1.74%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
BUILDING INSPECTION	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01241	BUILDING								
01241-51000	BUILDING INSPECTOR-SALARIES	(342.00)	1279.00	13641.00	37523.00	103592.00	108287.12	4695.12	4.53%
01241-51100	BUILDING INSPECTOR- WAGES	89137.49	94457.00	87248.00	4200.00	31200.00	68966.64	37766.64	121.05%
01241-51300	BUILDING INSPECTOR-OVERTIME	0.00	0.00	342.00	580.00	0.00	0.00	0.00	0.00%
01241-52000	BUILDING INSPECTION-SERVICES	3601.49	1468.00	1207.00	203.00	1000.00	1000.00	0.00	0.00%
01241-54000	BUILDING INSPECTION - SUPPLIES	4689.00	5079.00	4807.00	894.00	1000.00	1000.00	0.00	0.00%
01241-54100	WEIGHTS AND MEASURES	0.00	0.00	0.00	1332.00	6500.00	6500.00	0.00	0.00%
01241-57000	BUILDING INSPECITON-EXPENSES	2005.00	1193.00	2010.00	3332.00	4000.00	5000.00	1000.00	25.00%
TOTAL	BUILDING INSPECTION	99090.98	103476.00	109255.00	48064.00	147292.00	190753.76	43461.76	29.51%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
BARN INSPECTOR	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01247	BARN								
01247-51100	BARN INSPECTOR STIPEND	2600.00	2600.00	2600.00	0.00	2652.00	2705.00	53.00	2.00%
TOTAL	BARN INSPECTOR	2600.00	2600.00	2600.00	0.00	2652.00	2705.00	53.00	2.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
EMERGENCY SERVICES	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01291-51100	EMERGENCY MGMT STIPEND	12505.00	12756.00	12382.39	13140.00	13140.00	16650.46	3510.46	26.72%
01291-52000	SERVICES	7000.00	7000.00	7000.00	7000.00	7000.00	7400.00	400.00	5.71%
01291-54000	SUPPLIES	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00	0.00	0.00%
01291-57000	OTHER CHARGES & EXPENSES	100.00	100.00	100.00	100.00	100.00	100.00	0.00	0.00%

TOTAL	EMERGENCY SERVICES	22605.00	22856.00	22482.39	23240.00	23240.00	27150.46	3910.46	16.83%
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ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
ANIMAL CONTROL OFFICER	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01292	ANIMAL CONTROL OFFICER								
01292 51100	ANIMAL CONTROL - WAGES	13316.16	14169.00	14549.06	5482.90	15178.00	16473.60	1295.60	8.54%
01292 52000	ANIMAL CONTROL - SERVICES	175.00	226.50	924.43	176.00	908.00	908.00	0.00	0.00%
01292 54000	ANIMAL CONTROL - SUPPLIES	338.70	277.85	140.77	19.99	374.00	374.00	0.00	0.00%
01292 57000	ANIMAL CONTROL - EXPENSES	0.00	0.00	0.00	0.00	200.00	200.00	0.00	0.00%
TOTAL	ANIMAL CONTROL OFFICER	13829.86	14673.35	15614.26	5678.89	16660.00	17955.60	1295.60	7.78%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
TREE WARDEN	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01294	TREE WARDEN								
01294 51100	TREE WARDEN STIPEND	10200.32	10608.24	10641.31	3929.97	10824.00	11040.48	216.48	2.00%
01294 52000	TREE WARDEN - SERVICES	31234.88	15212.80	34421.68	4165.96	50600.00	63000.00	12400.00	24.51%
01294 53100	POLICE DETAILS	1401.84	1908.68	1202.06	0.00	4000.00	4000.00	0.00	0.00%
01294 54000	TREE WARDEN - SUPPLIES	856.63	270.15	243.85	0.00	3000.00	3000.00	0.00	0.00%
01294 57000	TREE WARDEN - EXPENSES	85.00	10085.00	85.00	2500.00	1000.00	1000.00	0.00	0.00%
TOTAL	TREE WARDEN	43778.67	38084.87	46593.90	10595.93	69424.00	82040.48	12616.48	18.17%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
DPW ADMINISTRATION	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01410	DPW-ADMINISTRATION								
01410 51000	DPW ADMIN- SALARY	2415.00	2181.40	31976.65	49119.29	135770.00	249599.52	113829.52	83.84% *Reclassification of GL numbers
01410 51100	DPW ADMIN - WAGES	355047.87	381949.62	296648.34	50469.50	282864.00	213844.72	(69019.28)	-24.40%
01410 51300	DPW ADMIN OVERTIME	118.08	973.57	102.70	0.00	500.00	500.00	0.00	0.00%
01410 52000	DPW ADMIN - SERVICES	27919.95	21740.12	27293.65	8952.84	27000.00	34500.00	7500.00	27.78%
01410 52100	DPW ADMIN - UTILITIES	2360.10	2707.69	6931.53	526.53	15000.00	16500.00	1500.00	10.00%
01410 54000	DPW ADMIN - SUPPLIES	(12365.77)	23485.40	9898.49	2175.57	6500.00	7500.00	1000.00	15.38%
01410 57000	DPW ADMIN - EXPENSES	3468.53	1610.95	13942.95	988.74	5000.00	5000.00	0.00	0.00%
TOTAL	DPW-ADMINISTRATION	378963.76	434648.75	386794.31	112232.47	472634.00	527444.24	54810.24	11.60%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
HIGHWAY - DPW	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01420	DPW-HIGHWAY DEPARTMENT								
01420 51100	HIGHWAY DEPT - WAGES	308986.71	303511.92	300427.58	121371.02	336143.00	341238.96	5095.96	1.52% *Contractual
01420 51300	HIGHWAY DEPT OVERTIME	15272.37	13691.62	13056.24	3611.88	14500.00	14500.00	0.00	0.00%
01420 51900	HWY CLOTHING REIMBURSEMENT	3733.32	3500.00	3974.99	750.00	3500.00	3500.00	0.00	0.00%
01420 52000	HIGHWAY DEPT - SERVICES	20882.44	45011.08	40122.63	11449.75	32000.00	43500.00	11500.00	35.94% *Increased service costs
01420 52100	HIGHWAY UTILITIES	6096.46	8204.73	20629.20	1642.01	2000.00	2000.00	0.00	0.00%
01420 52200	DPW HWY - LINE PAINTING	0.00	0.00	0.00	0.00	14000.00	18000.00	4000.00	28.57%
01420 53100	POLICE DETAILS	6363.66	4431.12	8201.12	237.68	8000.00	8000.00	0.00	0.00%
01420 54000	HIGHWAY DEPT - SUPPLIES	31834.36	12964.13	21972.96	13658.50	37600.00	37600.00	0.00	0.00%
01420 57000	HIGHWAY DEPT - EXPENSES	1069.63	334.85	804.80	324.95	1200.00	1200.00	0.00	0.00%
01420 58000	DPW HWY CAPITAL	17023.21	2203.24	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL	DPW-HIGHWAY DEPARTMENT	411262.16	393852.69	409189.52	153045.79	448943.00	469538.96	20595.96	4.59%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
STORM WATER	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01421	DPW-STORMWATER MANAGEMENT								
01421 51100	STORM WATER - WAGES	9410.94	6401.52	32808.36	20682.17	0.00	0.00	0.00	0.00%
01421 52000	STORMWATER - SERVICES	31513.37	42618.99	91040.45	6312.15	40500.00	40500.00	0.00	0.00%
01421 52300	STORMWATER CATCH BASIN	0.00	0.00	0.00	0.00	12000.00	15000.00	3000.00	25.00%
01421 53100	STORMWATER POLICE DETAILS	21439.48	3192.46	1354.96	1834.80	5000.00	5000.00	0.00	0.00%
01421 54000	STORMWATER - SUPPLIES	(7725.02)	34279.95	4254.54	1858.23	12500.00	12500.00	0.00	0.00%
01421 58000	STORM DRAIN UPGRADES	100000.00	65438.00	58433.98	0.00	100000.00	100000.00	0.00	0.00%
01421 58100	CULVERT REPLACEMENTS	84300.00	8915.60	88274.00	0.00	100000.00	30000.00	(70000.00)	-70.00%
TOTAL	DPW-STORMWATER MANAGEMENT	238938.77	160846.52	276166.29	30687.35	270000.00	203000.00	(67000.00)	-24.81%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
SNOW REMOVAL	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01422	SNOW REMOVAL								
01422 51100	SNOW REMOVAL- WAGES	3045.84	2016.66	1398.31	0.00	3000.00	3060.00	60.00	2.00%
01422 51300	SNOW REMOVAL OVERTIME	69830.04	75629.87	69485.48	0.00	77000.00	77000.00	0.00	0.00%
01422 52000	SNOW REMOVAL - SERVICES	33575.89	31485.59	29150.55	0.00	40000.00	40000.00	0.00	0.00%
01422 53100	POLICE DETAILS	808.48	1374.84	876.72	0.00	3000.00	3000.00	0.00	0.00%
01422 54000	SNOW REMOVAL - SUPPLIES	20461.92	35292.26	26552.20	3622.21	38000.00	38000.00	0.00	0.00%
01422 54810	SNOW REMOVAL FUEL	31481.18	23701.60	37072.11	0.00	40000.00	53600.00	13600.00	34.00% *Fuel cost increase
01422 55410	SNOW REMOVAL SALT & SAND	87784.90	85375.21	109150.28	0.00	120000.00	144000.00	24000.00	20.00% *Increased costs
TOTAL	SNOW REMOVAL	246988.25	254876.03	273685.65	3622.21	321000.00	358660.00	37660.00	11.73%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
STREET LIGHTING	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01424	STREET LIGHTING								
01424 52000	STREET LIGHT REP & MAINTENANCE	21583.00	10442.83	6985.93	17836.26	10000.00	13000.00	3000.00	30.00%
01424 52100	STREET LIGHTS - SERVICES	10967.42	17201.00	6271.87	4551.61	23000.00	23000.00	0.00	0.00%
01424 53100	STREET LIGHTING POLICE DETAILS	0.00	2552.52	437.60	0.00	4000.00	4000.00	0.00	0.00%
01424 54000	STREET LIGHTING - SUPPLIES	0.00	1721.96	4510.00	0.00	5000.00	5000.00	0.00	0.00%
TOTAL	STREET LIGHTING	32550.42	31918.31	18205.40	22387.87	42000.00	45000.00	3000.00	7.14%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
FUEL	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01425	DPW-FUEL								
01425 52000	FUEL - SERVICES	1256.50	1324.55	936.50	769.95	1500.00	1500.00	0.00	0.00%
01425 54000	FUEL - OTHER DEPARTMENTS	34161.01	28401.68	52338.49	(5238.36)	0.00	0.00	0.00	0.00%
01425 54810	FUEL - DPW	0.00	0.00	1725.01	46406.71	53500.00	71690.00	18190.00	34.00%
TOTAL	DPW-FUEL	35417.51	29726.23	55000.00	41938.30	55000.00	73190.00	18190.00	33.07%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
DPW EQUIPMENT	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01429	DPW-EQUIPMENT REPAIR								
01429 51100	EQUIPMENT REPAIR - WAGES	61607.00	56678.80	63688.00	23548.80	64938.00	66456.00	1518.00	2.34%
01429 51300	EQUIPMENT REPAIR OVERTIME	2588.59	1768.02	1693.86	23.42	1900.00	1900.00	0.00	0.00%
01429 51900	EQUIP CLOTHING REIMBURSEMENT	700.00	700.00	900.00	150.00	700.00	700.00	0.00	0.00%
01429 52000	EQUIPMENT REPAIR - SERVICES	4527.89	22834.96	10755.12	3304.55	14200.00	14200.00	0.00	0.00%
01429 54000	EQUIPMENT REPAIR - SUPPLIES	38217.55	22632.28	20430.63	6342.62	35750.00	35750.00	0.00	0.00%
01429 57000	EQUIPMENT REPAIR - EXPENSES	164.95	100.00	100.00	129.90	100.00	100.00	0.00	0.00%
TOTAL	DPW-EQUIPMENT REPAIR	107805.98	104714.06	97567.61	33499.29	117588.00	119106.00	1518.00	1.29%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
CEMETERY	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01491	CEMETERY DEPT								
01491 52000	CEMETERY - SERVICES	3750.00	3950.00	1440.00	0.00	1200.00	1200.00	0.00	0.00%
TOTAL	CEMETERY	3750.00	3950.00	1440.00	0.00	1200.00	1200.00	0.00	0.00%

*St. Mary's Church

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
CEMETERY	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01495	CEMETERY DEPT								
01495 51100	CEMETERY - WAGES	0.00	0.00	782.86	1017.14	10000.00	10200.00	200.00	2.00%
01495 52000	CEMETERY - SERVICES	0.00	0.00	26360.00	16024.20	28000.00	30500.00	2500.00	8.93%
01495 54000	CEMETERY SUPPLIES	0.00	0.00	799.98	35.63	3000.00	3000.00	0.00	0.00%
TOTAL	CEMETERY	0.00	0.00	27942.84	17076.97	41000.00	43700.00	2700.00	6.59%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
BOARD OF HEALTH	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01512	BOARD OF HEALTH								
01512-52000	SERVICES	164.00	0.00	370.00	208.00	4000.00	4000.00	0.00	0.00%
01512-54000	SUPPLIES	0.00	150.00	1945.00	0.00	2700.00	2700.00	0.00	0.00%
01512-57000	OTHER CHARGES & EXPENSES	150.00	0.00	60.00	0.00	600.00	600.00	0.00	0.00%
TOTAL	BOARD OF HEALTH	314.00	150.00	2375.00	208.00	7300.00	7300.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
NASHOBA BOARD OF HEALTH	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01513-53505	NASHOBA-NURSING SERVICES	9,228	9,689	10,174	6,062	12,125	13095.00	970.00	8.00%
01513-53055	NASHOBA BOARD OF HEALTH	20,221	21,232	22,294	13,227	26,454	28570.32	2116.32	8.00%
TOTAL	NASHOBA BOARD OF HEALTH	29449.00	30921.40	32467.48	19289.72	38579.00	41665.32	3086.32	8.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
SOCIAL WORKER	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01520	SOCIAL WORKER								
01520-51000	SOCIAL WORKER, WAGES	0.00	0.00	0.00	0.00	65000.00	65000.00	0.00	0.00%
01520-52000	SERVICES	0.00	0.00	0.00	0.00	1000.00	1000.00	0.00	0.00%
01520-54000	SUPPLIES	0.00	0.00	0.00	0.00	1500.00	1500.00	0.00	0.00%
TOTAL	SOCIAL WORKER	0.00	0.00	0.00	0.00	67500.00	67500.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
DISABILITIES COMMISSION	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01540	DISABILITIES COMMISSION								
01540 51100	DISABILITIES COMM - WAGES	0.00	0.00	0.00	0.00	2500.00	2500.00	0.00	0.00%
01540 52000	DISABILITIES COMM - SERVICES	265.30	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	3000.00	3000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23		FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
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COUNCIL ON AGING	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022		DEPT REQUEST		
01541	COUNCIL ON AGING								
01541 51000	COUNCIL ON AGING - SALARIES	140999.84	98657.96	80395.05	25918.88	72808.00	74291.04	1483.04	2.04%
01541 51100	COUNCIL ON AGING - WAGES	0.00	0.00	0.00	5657.42	71453.00	77006.80	5553.80	7.77%
01541 51300	COA OVERTIME	244.72	199.50	0.00	0.00	0.00	0.00	0.00	0.00%
01541 52000	COUNCIL ON AGING - SERVICES	15088.41	10649.08	11213.83	9006.10	18100.00	19220.00	1120.00	6.19%
01541 54000	COUNCIL ON AGING - SUPPLIES	5546.46	2829.12	11275.12	9918.76	43650.00	43650.00	0.00	0.00%
01541 57000	COUNCIL ON AGING - EXPENSES	4739.56	1815.05	3600.76	2050.68	10600.00	12800.00	2200.00	20.75% <i>*\$1000 van deductible & \$1200 Sr Center annual license</i>
01541 58000	COA CAPITAL	0.00	0.00	16615.91	0.00	0.00	0.00	0.00	0.00%
TOTAL	COUNCIL ON AGING	166618.99	114150.71	123100.67	52551.84	216611.00	226967.84	10356.84	4.78%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
VETERANS AGENT	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		0.00%
01543-51000	VETERANS AGENT, WAGES	19566.65	19884.00	20383.00	9887.92	20791.00	21206.82	415.82	2.00%
01543-54000	SUPPLIES	300.00	300.00	300.00	0.00	200.00	200.00	0.00	0.00%
TOTAL	VETERANS AGENT	19866.65	20184.00	20683.00	9887.92	20991.00	21406.82	415.82	1.98%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
VETERANS SERVICES	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01547									
01547-53170	VETERANS SERVICES	119527.61	112471.77	110387.10	89935.34	125000.00	125000.00	0.00	0.00%
TOTAL	VETERANS SERVICES	119527.61	112471.77	110387.10	89935.34	125000.00	125000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
LIBRARY	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01610	LIBRARY DEPARTMENT								
01610 51000	LIBRARY-SALARIES	(1407.54)	5257.38	0.00	26691.42	79900.00	94454.86	14554.86	18.22%
01610 51100	LIBRARY - WAGES	377652.47	384267.83	357082.28	93469.05	343175.00	367954.35	24779.35	7.22%
01610 52000	LIBRARY - SERVICES	92716.41	90466.02	115975.66	39709.50	95403.00	76900.00	(18503.00)	-19.39% <i>*Reclassification of GL numbers</i>
01610 52100	LIBRARY UTILITY SERVICES	0.00	0.00	848.78	3112.24	0.00	20000.00	20000.00	100.00%
01610 54000	LIBRARY - SUPPLIES	144063.68	119804.79	117382.66	8422.56	13000.00	14000.00	1000.00	7.69%
01610 54100	LIBRARY - BOOKS PERIODICALS	0.00	0.00	23111.76	33490.49	124902.00	134714.50	9812.50	7.86%
01610 57000	LIBRARY - EXPENSES	0.00	0.00	0.00	169.20	1000.00	1000.00	0.00	0.00%
TOTAL	LIBRARY DEPARTMENT	615025.02	601170.47	616395.64	205064.46	657380.00	709023.71	51643.71	7.86%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
PARKS AND RECREATION	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01650	PARK DEPARTMENT								
01650 51000	PARKS - SALARIES	38609.31	18184.50	38274.68	29885.90	52228.00	86900.88	34672.88	66.39%
01650 51100	PARKS - WAGES	91405.89	91813.56	100930.60	44857.06	110975.00	83482.00	(27493.00)	-24.77%
01650 51300	PARKS OVERTIME	0.00	0.00	0.00	25.88	0.00	0.00	0.00	0.00%
01650 52000	PARKS - SERVICES	9971.46	12890.40	11593.76	7197.30	12000.00	12000.00	0.00	0.00%
01650 52100	PARKS UTILITY SERVICES	0.00	0.00	367.06	1005.42	4000.00	4000.00	0.00	0.00%
01650 54000	PARKS - SUPPLIES	13550.76	16633.32	17970.70	6052.27	15000.00	15500.00	500.00	3.33% <i>Increases in material costs</i>
TOTAL	PARKS DEPARTMENT	153537.42	139521.78	169136.80	89023.83	194203.00	201882.88	7679.88	3.95%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
FOOTBALL	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01652	AYER SHIRLEY FOOTBALL								
01652 52000	AYER SHIRLEY FOOTBALL SERVICE	8000.00	4000.00	4000.00	0.00	4000.00	4000.00	0.00	0.00%
TOTAL	AYER SHIRLEY FOOTBALL	8000.00	4000.00	4000.00	0.00	4000.00	4000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
LITTLE LEAGUE	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01653	LITTLE LEAGUE								
01653 52000	LITTLE LEAGUE- SERVICE	4000.00	4000.00	4000.00	0.00	4000.00	4000.00	0.00	0.00%
TOTAL	LITTLE LEAGUE	4000.00	4000.00	4000.00	0.00	4000.00	4000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
HISTORICAL COMMISSION	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01691									
01691-52000	SERVICES	0.00	0.00	0.00	0.00	250.00	250.00	0.00	0.00%
01691-57000	OTHER EXPENSES	0.00	277.00	0.00	0.00	500.00	500.00	0.00	0.00%
TOTAL	HISTORICAL COMMISSION	0.00	277.00	0.00	0.00	750.00	750.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
PUBLIC CELEBRATIONS	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01692-55840	MEMORIAL DAY SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00%
TOTAL	PUBLIC CELEBRATIONS	0.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
AMERICAN LEGION POST 139	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01695-57000	EXPENSES	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	0.00	600.00	600.00	0.00	0.00%
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ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
4TH OF JULY FIREWORKS	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01697-52000	SERVICES	5000.00		0.00	0.00	0.00	5000.00	5000.00	100.00%
TOTAL	4TH OF JULY FIREWORKS	5000.00	0.00	0.00	0.00	0.00	5000.00	5000.00	100.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
HOLIDAY LIGHTS	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01698-57000	SERVICES	0.00	15000.00	15000.00	15000.00	15000.00	15000.00	0.00	0.00%
TOTAL	HOLIDAY LIGHTS	0.00	15000.00	15000.00	15000.00	15000.00	15000.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
RETIREMENT OF DEBT	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01710	RETIREMENT OF DEBT								
01710 59000	DEBT INTEREST	0.00	0.00	0.00	0.00	0.00	242417.06	242417.06	100.00% *Reclassification of GL numbers
01710 59100	DEBT PRINCIPAL	1350443.12	1188719.00	1275999.69	414060.00	887820.00	827643.66	(60176.34)	-6.78%
TOTAL	RETIREMENT OF DEBT	1350443.12	1188719.00	1275999.69	414060.00	887820.00	1070060.72	182240.72	20.53%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
RETIREMENT AND PENSION	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01911	RETIREMENT & PENSION CON								
01911 51730	COUNTY RETIREMENT ASSESS	1687582.00	1787745.00	1934480.00	2058373.00	2058373.00	2096798.00	38425.00	1.87%
TOTAL	RETIREMENT & PENSION CON	1687582.00	1787745.00	1934480.00	2058373.00	2058373.00	2096798.00	38425.00	1.87%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
UNEMPLOYMENT	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01913	UNEMPLOYMENT COMPENSATION								
01913 51710	UNEMPLOYMENT COMPENSATION	10912.28	12831.09	10133.06	9335.00	11200.00	11200.00	0.00	0.00%
TOTAL	UNEMPLOYMENT COMPENSATION	10912.28	12831.09	10133.06	9335.00	11200.00	11200.00	0.00	0.00%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
EMPLOYEE BENEFITS OTHER	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01919	OTHER EMPLOYEE BENEFITS								
01919 51740	OTHER EMPLOYEE BENEFITS	121574.42	119626.12	125221.19	62828.58	158000.00	165000.00	7000.00	4.43% decrease 16700
TOTAL	OTHER EMPLOYEE BENEFITS	121574.42	119626.12	125221.19	62828.58	158000.00	165000.00	7000.00	4.43%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
GROUP HEALTH AND LIFE INSURANCE	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01940	GROUP HEALTH & LIFE INSUR								
01940 57420	HEALTH INSURANCE	1576421.41	1563196.40	1420165.96	875355.80	1844382.00	2097984.53	253602.53	13.75% *decreased from 14%
01940 57422	REGION DISPATCH HEALTH	38734.83	52297.42	38859.75	0.00	56175.00	63899.06	7724.06	13.75%
01940 57425	LIFE INSURANCE	15669.15	15259.35	13085.85	6206.55	16400.00	16400.00	0.00	0.00%
01940 57439	HSA ADMIN FEES	88.00	162.25	334.25	121.00	825.00	907.50	82.50	10.00%
01940 57440	HRA BENEFITS	0.00	0.00	0.00	0.00	15000.00	24000.00	9000.00	60.00% per benefits and payroll manager
01940 57446	FSA ADMIN FEES	2153.25	2096.75	1918.75	713.75	2000.00	2000.00	0.00	0.00%
01940 57460	HEALTH INSURANCE W/H CREDIT	9878.28	7665.92	2621.03	607.39	1675.00	1675.00	0.00	0.00%
01940 57480	MEDICARE PENALTIES	2435.20	2463.00	2677.20	1191.00	3000.00	3000.00	0.00	0.00%
01940 57490	HEALTH BUY-OUT PROGRAM	63185.43	58554.58	52186.41	17441.44	62400.00	60000.00	(2400.00)	-3.85%
TOTAL	GROUP HEALTH & LIFE INSUR	1708565.55	1701695.67	1531849.20	901636.93	2001857.00	2269866.09	268009.09	13.39%

TOTAL BEFORE SCHOOL ASSESSMENTS \$ 14,129,913.65 \$ 14,470,015.21 \$ 14,975,596.86 \$ 7,596,041.66 \$ 16,962,924.60 \$ 18,012,857.35 \$ 1,049,932.75 6.19%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
SCHOOL DEPT- VOCATIONAL ED	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01331									
01331-52000	VOCATIONAL EDUCATION TUITION	764256.00	870317.00	954155.00	758217.75	1010957.00	1161225.00	150268.00	14.86%
TOTAL	VOCATIONAL EDUCATION TUITION	764256.00	870317.00	954155.00	758217.75	1010957.00	1161225.00	150268.00	14.86%

ACCOUNTS FOR:		FY20	FY21	FY22	FY23	ORIGINAL FY23	FY24 BUDGET	\$ INC/(DEC)	% INC/(DEC)
ASRSD	DEPT	ACTUALS	ACTUALS	ACTUALS	AS OF 11/22/2022	BUDGET	DEPT REQUEST		
01335									
01335-52000		11113083.03	11525813.04	11769808.00	7142447.69	12244196.00	12624418.00	380222.00	3.11%
01331-52100	ASRSD	952315.00	933512.00	910941.00	666862.50	889150.00	986426.00	97276.00	10.94%
TOTAL	ASRSD	12065398.03	12459325.04	12680749.00	7809310.19	13133346.00	13610844.00	477498.00	3.64%

TOTAL \$ 26,959,567.68 \$ 27,799,657.25 \$ 28,610,500.86 \$ 16,163,569.60 \$ 31,107,227.60 \$ 32,784,926.35 \$ 1,677,698.75 5.39%

March 2, 2023

Ayer Select Board
1 Main Street
Ayer MA 01432

Request for One Day Liquor License

St. Mary's Church
Saturday, March 18th, 2023

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 18th 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 18th at 5pm in the Parish Hall!

Respectfully,

Susan E Copeland



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

Broadcast and Recorded by APAC

February 21, 2023
Open Session Meeting Minutes

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

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

Call to Order: J. Livingston called the meeting to order at 6:00 PM. J. Livingston stated that 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).

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. Houde and seconded by S. Copeland to approve the meeting agenda.
Motion passed 3-0.

Announcements: None

Public Input: None

Class II License (Used Auto Sales) Application - 77 Fitchburg Road – Route 2A Auto Center, LLC.:

Mr. Edward Morin was in attendance. C. Antonellis explained that she had received an application from Mr. Morin for 77 Fitchburg Road. The request was sent to all department heads and there were no issues. The Police Chief would like to see several conditions placed on the license, such as the location of the signage must not obstruct sight lines of Rt. 2A and any dumpster(s) on the property must be screened from public view.

Motion: A motion was made by S. Copeland and seconded by S. Houde to approve the Class II License request with the conditions recommended by the Police Chief. **Motion passed 3-0.**

Daniel Van Schalkwyk, Director, Dept. of Public Works - Recommendation to Revise Fees for

Woodlawn Cemetery: D. Van Schalkwyk referenced his memo in the Select Board Packet regarding a recommendation from the Cemetery Commission to revise fees for Woodlawn Cemetery as follows:

Item	Recommended Fee	Previous Fee
Full Burial Opening	\$1,200	\$800
Ash Burial Opening	\$500	\$350
Ash Vault	Varies	Unchanged
Winter Burial Opening	\$500	\$200
Single Grave Lot	\$1,500	\$800

Motion: A motion was made by S. Copeland and seconded by S. Houde to approve the Cemetery Fees as presented. **Motion passed 3-0.**

Stormwater Asset Management Plan Summary (AMP) – D. Van Schalkwyk gave a presentation to the SB relating to the Town’s Stormwater Asset Management Plan. Recommendations/next steps are to begin implementation of the Stormwater AMP; reexamine Stormwater Utility as a funding source; continue updating DPWs stormwater GIS with field investigations; and to update the AMP routinely.

Update on Water and Wastewater Enterprise Budgets – Water and Sewer Superintendent Kimberly Abraham joined D. Van Schalkwyk to discuss the need for a Special Town Meeting prior to the Annual Town Meeting on April 24, 2023. The Special Town Meeting will be held for consideration of making a transfer from the Retained Earnings account to cover the increased cost of chemicals and services being realized this year. The cost of 3 major water treatment chemicals have increased: Potassium Permanganate has increased 22%; Potassium Hydroxide has increased 73%; and Sodium Hypochlorite has increased 113%. K. Abraham also noted that unforeseen emergency repairs in both the Water and Sewer Departments have caused the need for an transfer from Retained Earnings in this current fiscal year.

Alan Manoian, Director, Community & Economic Development - Ayer/Devens Symposium

Update: A. Manoian joined the Select Board to discuss the upcoming Ayer + Devens Symposium being held at the Ayer Town Hall on March 10th and 11th. The focus of the Symposium will be the future disposition of Devens in 2033. A. Manoian highlighted the events happening on both days and said that Ayer is going to be proactive in this process, rather than reactive. S. Houde cautioned to let things play out and to keep an open mind.

Town Manager’s Report - Administrative Update/Review of Town Warrant(s): R. Pontbriand provided a brief Administrative Update to the Select Board on the various activities, initiatives, and projects of the Town since the Select Board last met and referenced the Town Warrants that are in the Select Board’s packet that were approved since the Select Board last met. R. Pontbriand reported that the Department of Revenue certified FY ’22 Free Cash as follows: General Fund - \$1,936,459; Water Enterprise Fund - \$4,691,656; Sewer Enterprise Fund - \$2,489,257; Solid Waste Enterprise Fund - \$132,553; and Ambulance Enterprise Fund - \$251,095.

R. Pontbriand stated that the Bi-Board is wrapping up reviewing the Financial Policies and that they will be sent to various Town departments for review and comment. He also reported that the Cable Advisory Committee negotiations remain on track.

FY ’24 Budget Update/ FY ’24 Energy Budget Update – R. Pontbriand provided an overview of DRAFT #2 of the FY ’24 Budget. He noted that DRAFT #2 has been reduced by about \$116,000. The major reductions are in the DPW Stormwater account and Tree Management Plan. DRAFT #2 of the budget assumes a 2% Non-Union Cost of Living Increase equaling \$52,000. He will be looking at further

reducing the Reserve Fund based on the previous year's history.

S. Houde asked if the Finance Committee would be meeting to discuss the reduction in the Reserve Fund. R. Pontbriand stated that they will be meeting when they have finished meeting with the Departments to discuss.

FY '24 Capital Plan Overview – R. Pontbriand presented an overview of the FY '24 Capital Plan. He stated that all Capital Plans, Presentations, and Minutes are available at ayer.ma.us/budget. There are two items requiring Debt Exclusion Ballot questions on the Annual Town Election Ballot: the replacement of the West Main Street Bridge and the replacement of the Fire Department Ladder Truck. S. Houde noted that the tax impact of the Fire Department Ladder Truck replacement won't be felt immediately, as it will take 22 months before the Town receives it. R. Pontbriand also went over the need for additional funding for the Pirone Park Kiddie Junction Remediation Project. J. Livingston stated that the Parks Commission should also start fundraising for the project.

FY '24 Cost of Living Adjustment (COLA) Recommendation – Benefits and Payroll Manager Amanda Lewis joined R. Pontbriand to discuss the FY '24 COLA recommendation. R. Pontbriand referenced a memo in the packet which summarizes all data that has been gathered to make the recommendation. Items looked at were the Consumer Price Index, the Federal Reserve Bank of Boston Monthly Economic Update, responses from neighboring communities and a survey of the Massachusetts Municipal Human Resources Association.

S. Copeland asked what the average COLA was according to the MMHR survey. A Lewis stated 3%. S. Houde stated that it was important to note that the Town's Collective Bargaining Agreement are at 2%.

Motion: A motion was made by S. Houde and seconded by S. Copeland to approve the FY '24 2% COLA for Non-Union Personnel. **Motion passed 3-0.**

New Business/Select Board Member Questions: None

Approval of Meeting Minutes: A motion was made by S. Houde and seconded by S. Copeland to approve the meeting minutes from February 7, 2023. **Motion passed 3-0.**

Executive Session Pursuant to MGL Chapter 30A, Section 21A, Exemption #2 (Non-Union Personnel) Fire Chief and Deputy Fire Chief Personal Services Contracts: At 7:21 PM a motion was made by J. Livingston and seconded by S. Copeland to enter into Executive Session pursuant to MGL Chapter 30A, Section 21 A, Exemption #2 (Non-Union Personnel) to discuss the Fire Chief and Deputy Fire Chiefs Personal Services Contracts and to adjourn at the conclusion of the Executive Session. She further noted that discussing these matters in Open Session would be detrimental to the Town's negotiating strategy. **By Roll Call Vote:** J. Livingston, aye; S. Houde, aye; S. Copeland, aye. **Motion passed by Roll Call Vote 3-0.**

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

Date Minutes Approved by SB: _____

Signature Indicating Approval: _____