

2019 Revenue Budget

	FY 2018	FY2019
REVENUES		
TAXATION (RE/PP):		
Tax Levy	20,960,314	22,237,627
Prop 2-1/2 Allowable Increase	524,008	555,941
Excess Levy Reserve		
New Growth	225,000	225,000
Capital Exclusion		
Debt Exclusion	493,944	502,370
CHERRY SHEET-STATE AID:		
Chapter 70-State Education Aid	10,461,744	10,496,804
Charter Tuition Reimbursement	24,111	28,616
Unrestricted General Government Aid (aka Lottery)	2,054,202	2,126,099
Other Non-Offset State Aid	221,097	134,061
Other Offset State Aid	96,231	101,240
MSBA Reimbursement	404,404	404,404
LOCAL REVENUE:		
Local Estimated Receipts	2,485,000	2,525,000
Community Center Local Estimated Receipts (EXCLUDED FROM SCHOOL FORMULA)		260,000
TOTAL REVENUE	37,950,055	39,597,162
		1,387,107
EXPENDITURES		
OTHER NON-SCHOOL EARMARKED EXPENSES:		
Other Non-Offset State Aid(State Earmarked)	221,097	134,061
Capital Exclusion	0	
Debt Exclusion	493,944	502,370
MSBA Reimbursement	404,404	404,404
Total Non-School Earmarked Expenses:	1,119,445	1,040,835
NON-APPROPRIATED EXPENSES:		
Allowance for Abatements/Exemptions (Overlay)	200,000	275,000
Overlay Deficits of Prior Year		
Educational/Library Offsets	96,231	101,240
State & County Charges	124,049	135,895
School Choice Sending Tuition	438,226	520,018
Charter School Sending Tuition	339,665	358,566
Special Ed Assessment	5,460	15,186
Total Non-School Earmarked and Non-Appropriated Expenses	1,203,631	1,405,905
TOTAL AVAILABLE FOR OPERATIONS	35,626,979	37,150,422
		1,523,443
School OPERATIONAL BUDGET:		
Net Minimum Contribution	8,944,558	9,416,652
Chapter 70 State Aid	10,461,744	10,496,804
Charter Tuition Reimbursement	24,111	28,616
Less: Apportioned Indirect Costs	(5,710,172)	(5,567,669)
Amount Required for Education	13,720,241	14,374,403
Other Operating costs	49,978	1,193,066
Additional Amount Appropriated to Schools(Per Agreed Formula less portion that goes to Bay Path)	273,001	211,628
Unrestricted State Aid (UGGA formerly Lottery Aid)-80%	1,643,362	1,700,879
TOTAL SCHOOL OPERATIONAL BUDGET (excluding Bay Path)	15,686,582	17,479,976
School Transportation	1,160,566	
School Community Services	25,000	
Capital Exclusion-School Technology		
School Medicaid Billing	7,500	
TOTAL SCHOOL OPERATIONAL BUDGET (excluding Bay Path)	16,879,648	17,479,976
SWCRSD (Bay Path)	1,364,699	1,453,146
SWCRSD (Bay Path-Debt Assessment)	181,253	176,517
TOTAL SWCRSD (Bay Path Assessment including Debt)	1,545,952	1,629,663
Total School Operational Budget	18,425,600	19,109,639
Special Ed Contingency Reserve Fund		
OPEB Funding	50,000	
Stabilization Funding	50,000	
Capital Projects-Road Reconstruction	500,000	200,000
Capital Projects-Building Improvements Funds	100,000	100,000
Capital Project- Equipment/Improvements	190,000	10,000
Total Capital Projects, OPEB, and Stabilization	890,000	310,000
Amount Available for Non-School Operations (including Other Non-School Earmarked)	17,430,824	17,730,782
TOTAL EXPENDITURES	37,950,055	39,597,162

Amount Available for Operations:

Current Year Amount Available for Operations(2019) LESS OCC RECEIPTS	36,890,422
Prior Year Amount Available for Operations(2018)	35,626,979
Gain/(Loss) in Amount Available for Operations	1,263,443

Net Minimum Contribution:

Current Year Net Minimum Contribution(2019)	9,416,652
Prior Year Net Minimum Contribution(2018)	8,970,216
Gain/(Loss) in Amount of Required Net Minimum Contribution	446,436

STATE AID:

Current Year State Aid(2019)	13,291,224
Prior Year State Aid(2018)	13,261,789
Gain/(Loss) in Amount of State Aid	29,435

FORMULA TO SHARE NET NEW REVENUE

Gain/(Loss) in Amount Available for Operations	1,263,443
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If Loss in Amount Required Net Minimum Contribution	0
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If Gain in Amount of Required Net Minimum Contribution(reduction)	(446,436)
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If Loss in State Aid	0
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If Gain in State Aid(reduction)	(29,435)
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Calculated New Revenue Amount to be Shared	787,572
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Capital Projects, OPEB, Stabilization, Reserves, etc	196,893	25.0%
Non-School Operations	295,339	37.5%
School Operations (including Bay Path)	295,339	37.5%

This is in addition to 80% of UGGA

**Education Reform
Indirect Cost - Detail
Fiscal 2019**

1000. Administration				\$ 198,981.65
Prior Fiscal Year Foundation Enrollment(from DESE)		1685		
Prior Fiscal Year Per Pupil Admin Cost (from DESE)		118.09		
4000. Operation and Maintenance of Schools/Plant				\$ 380,844.50
4210. Hwy Department				
Snow Plowing/Sanding/Salting/Sweeping, etc		\$24,300.00		
Additionally School Grounds/Athletic Fields		\$81,800.00		
4300. Extraordinary Building Maintenance				
Total FM (not including Capital)		541,489.00		
Less Custodial		<u>(110,000.00)</u>		
		\$431,489.00		
50% of Total less Custodial		\$215,744.50		
Plus FM Capital designated for School		\$59,000.00		
5100. Employer Retirement Contributions and Unemployment				\$ 731,174.23
Retirement 37% of	1,908,579	37%	\$706,174.23	
Unemployment 81% of	45,000	55%	\$25,000.00	
5200-5260. Insurance and Medicare Tax				\$ 3,362,899.00
Health - Active		\$2,254,408.00		
Health - Retired		\$566,411.00		
Plus Contingency-New Emp		\$0.00		
Plus HRA(71%)	\$70,000.00		\$2,890,819.00	
FICA 73% of	321,000	73%	\$234,330.00	
General Insurance-50% of	470,000	50%	\$235,000.00	
Life Insurance 55% of	5,000	55%	\$2,750.00	
9000. School Assessments				\$ 893,770.00
School Choice Out		\$520,018.00		
Charter Schools		\$358,566.00		
Special Education		\$15,186.00		
			TOTAL indirect Costs \$ 5,567,669.38	

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019		FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED		
GENERAL GOVERNMENT									
6% of Total Budget									
MODERATOR									
			SALARIES						
200	200	001-114-5100	MODERATOR		200	200	200		
200	200			TOTAL SALARIES	200	200	200		
			SERVICES & SUPPLIES						
-	800	001-114-5421	TOWN MEETING SIGNS		800	800	800		
445	700	001-114-5423	PROFESSIONAL TECHNOLOGY SERVICES TM		700	700	700		
111	100	001-114-5613	EDUCATION & DUES		115	115	115		
556	1,600			TOTAL SERVICES & SUPPLIES	1,615	1,615	1,615		
756	1,800			MODERATOR TOTAL	1,815	1,815	1,815 *		
SELECTMEN									
			SALARIES						
4,000	4,000	001-122-5100	BOARD OF SELECTMEN		4,000	4,000	4,000		
1,100	1,100	001-122-5100	CHAIRMAN		1,100	1,100	1,100		
51,854	56,145	001-122-5201	ADMINISTRATIVE ASSISTANT		58,397	58,397	58,397		
-	17,034	001-122-5301	PART-TIME CLERK		11,136	11,136	11,136		
56,954	78,279			TOTAL SALARIES	74,633	74,633	74,633		
			SERVICES & SUPPLIES						
2,334	2,000	001-113-5611	TOWN MEETING		3,650	2,700	2,700		
664	1,061	001-122-5501	SUPPLIES & MISC		1,477	1,100	1,100		
-	625	001-122-5602	TRAVEL		2,200	1,100	1,100		
740	250	001-122-5607	ADVERTISING		300	300	300		
50	50	001-122-5613	EDUCATION & DUES		50	50	50		
-	50	001-122-5615	COMMENDATIONS		300	300	300		
1,742	1,600	001-195-5621	TOWN REPORT		1,800	1,750	1,750		
5,530	5,636			TOTAL SERVICES & SUPPLIES	9,777	7,300	7,300		
-	-		CAPITAL OUTLAY		-	-	-		
-	-	001-122-5845	EQUIPMENT		-	-	-		
-	-			TOTAL CAPITAL OUTLAY	-	-	-		
62,484	83,915			SELECTMEN TOTAL	84,410	81,933	81,933 *		
TOWN MANAGER									
			SALARIES						
133,671	136,582	001-123-5101	TOWN MANAGER		140,491	140,491	140,491		
-	37,500	001-123-5106	HUMAN RESOURCE DIRECTOR		70,506	61,000	62,500		
36,836	40,044	001-123-5108	ADMINISTRATIVE ASSISTANT		43,251	43,251	43,251		
8,316	-	001-123-5130	OVERTIME		1,000	1,000	1,000		
8,316	-	001-123-5301	FELLOWSHIP		-	-	-		
187,139	214,126			TOTAL SALARIES	255,248	245,742	247,242		
			SERVICES & SUPPLIES						
47,173	14,436	001-123-5423	PROFESSIONAL SERVICES		10,000	7,500	7,500		
1,272	2,825	001-123-5501	SUPPLIES & MISC		1,500	1,000	1,000		
904	1,700	001-123-5602	TRAVEL		1,700	1,700	1,700		
3,201	3,150	001-123-5607	ADVERTISING		3,000	3,000	3,000		
5,143	3,250	001-123-5613	EDUCATION & DUES		6,250	6,250	6,250		

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019		FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED		
57,693	25,361		TOTAL SERVICES & SUPPLIES		22,450	19,450	19,450		
-	-		CAPITAL OUTLAY		-	-	-		
-	-	001-123-5845	EQUIPMENT		-	-	-		
-	-		TOTAL CAPITAL OUTLAY		-	-	-		
244,832	239,487		TOWN MANAGER TOTAL		277,698	265,192	266,692 *		
FINANCE COMMITTEE									
SALARIES									
-	-	001-131-5301	FINANCE COMMITTEE P.T. CLERK		488	-	-		
-	-		TOTAL SALARIES		488	-	-		
SERVICES & SUPPLIES									
-	75	001-131-5607	ADVERTISING		75	75	75		
204	225	001-131-5613	EDUCATION & DUES		225	225	225		
204	300		TOTAL SERVICES & SUPPLIES		300	300	300		
204	300		FINANCE COMMITTEE TOTAL		788	300	300 *		
FINANCE DEPARTMENT									
SALARIES									
116,826	110,954	001-130-5101	CHIEF FINANCIAL OFFICER		97,252	97,252	97,252		
ASSESSING:									
1,000	1,000	001-132-5100	BOARD OF ASSESSORS		1,000	1,000	1,000		
74,071	75,456	001-132-5104	ASSESSOR		80,003	80,003	80,003		
49,719	50,701	001-132-5108	ASSESSING SENIOR CLERK		51,202	51,202	51,202		
41,688	42,526	001-132-5201	DATA COLLECTIONS CLERK		45,091	45,091	45,091		
TREASURY/COLLECTIONS:									
78,196	81,155	001-133-5104	TREASURER/COLLECTOR		83,903	83,903	83,903		
53,014	55,262	001-133-5108	ASST.TREASURER/ASSISTANT COLLECTOR		57,146	57,146	57,146		
46,409	48,264	001-133-5201	BENEFITS ADMIN/PAYROLL CLERK		49,930	-	-		
3,413	-	001-133-5301	TIME/ATTENDANCE CLERK		9,534	-	-		
HUMAN RESOURCES									
8,000	-	001-133-5108	HR DIRECTOR		-	-	-		
ACCOUNTING:									
68,417	69,680	001-135-5104	ASST TOWN ACCOUNTANT		60,796	60,796	60,796		
725	44,072	001-135-5105	SR ACCOUNTANT		-	-	-		
30,926	41,955	001-135-5106	SR ACCOUNTANT		-	-	-		
-	-	001-135-5201	FINANCE FLOATER/SR CLERK		37,575	37,575	37,575		
MIS:									
74,779	77,430	001-154-5104	MIS DIRECTOR		82,414	82,414	82,414		
29,885	48,953	001-154-5108	MIS ASST DIRECTOR		49,367	49,367	49,367		
677,068	747,408		TOTAL SALARIES		705,213	645,749	645,749		
SERVICES & SUPPLIES									
TREASURY/COLLECTIONS:									
-	-	001-133-5423	PROFESSIONAL SERVICES		40,000	40,000	40,000		
-	8,925	001-133-5438	ACTUARIAL SERVICES		4,975	-	-		
305	6,200	001-133-5441	BANKING FEES		1,225	1,225	1,225		
3,789	2,000	001-133-5501	SUPPLIES & MISC		2,850	2,300	2,300		
522	400	001-133-5508	SPECIAL FORMS		975	400	400		
137	250	001-133-5602	TRAVEL		225	225	225		
1,221	2,000	001-133-5613	EDUCATION & DUES		1,740	1,740	1,740		

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
-	1,619	001-133-5614	BONDS	2,800	2,000	2,000
22,500	23,723	001-133-5616	TAX TITLE	55,950	25,675	25,675
2,502	5,000	001-133-5618	BOND FEES	53,500	6,500	6,500
			ASSESSING:			
3,600	2,700	001-132-5423	MAP UPDATING	3,900	3,900	3,900
87	23,900	001-132-5440	FIELD APPRAISALS	11,900	11,900	11,900
1,996	2,000	001-132-5501	SUPPLIES & MISC	2,100	2,000	2,000
92	180	001-132-5509	ABSTRACTS & DEEDS	200	200	200
228	200	001-132-5602	TRAVEL	250	200	200
304	475	001-132-5613	EDUCATION & DUES	814	475	475
			ACCOUNTING:			
151,714	120,960	001-135-5438	AUDIT/ACTURIAL SERVICES	63,000	63,000	63,000
698	300	001-135-5501	SUPPLIES & MISC	500	500	500
544	525	001-135-5602	TRAVEL	540	540	540
949	985	001-135-5613	EDUCATION & DUES	2,785	2,785	2,785
			MIS:			
42,587	37,000	001-154-5431	EQUIPMENT MAINTENANCE	57,660	40,000	40,000
8,520	20,000	001-154-5501	SUPPLIES & MISC	10,890	10,890	10,890
82,188	44,000	001-154-5502	HARDWARE	151,761	45,000	45,000
416,816	401,634	001-154-5503	SOFTWARE	426,247	345,000	345,000
7,120	9,000	001-154-5508	SPECIAL FORMS	11,677	3,000	3,000
98	1,000	001-154-5602	TRAVEL	11,550	1,000	1,000
100	900	001-154-5613	EDUCATION & DUES	10,200	900	900
748,616	715,876		TOTAL SERVICES & SUPPLIES	885,239	611,355	611,355
			CAPITAL OUTLAY			
-	-	001-133-5840	IMPROVEMENTS/REPAIRS-TREASURY/COLLECTIONS	4,500	-	-
-	-	001-133-5845	EQUIPMENT-TREASURY/COLLECTIONS	3,170	-	-
-	-	001-154-5845	MIS-EQUIPMENT	65,500	-	-
-	-		TOTAL CAPITAL OUTLAY	73,170	-	-
1,425,684	1,463,284		TOTAL FINANCE DEPARTMENT	1,663,622	1,257,104	1,257,104
			LESS APPLIED INCOME			
1,425,684	1,463,284		FINANCE DEPARTMENT TOTAL	1,663,622	1,257,104	1,257,104 *

LEGAL SERVICES						
SERVICES & SUPPLIES						
82,500	79,000	001-151-5414	LEGAL SERVICES	90,000	90,000	100,000
82,500	79,000		TOTAL SERVICES & SUPPLIES	90,000	90,000	100,000
82,500	79,000		LEGAL SERVICE TOTAL	90,000	90,000	100,000 *

PERSONNEL BOARD						
SALARIES						
-	2,800	001-152-5143	SALARY ADJUSTMENT	2,800	-	-
-	-	001-152-5301	P.T. CLERK	235	235	235
-	2,800		TOTAL SALARIES	3,035	235	235
			SERVICES & SUPPLIES			
1,890	2,100	001-152-5436	PHYSICALS	2,000	2,000	2,000
300	50	001-152-5501	SUPPLIES AND MISC	50	50	50
-	50	001-152-5602	TRAVEL	50	50	50
-	400	001-152-5613	EDUCATION AND DUES	400	400	400
2,190	2,600		TOTAL SERVICES & SUPPLIES	2,500	2,500	2,500

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
-	-	001-152-5845	EQUIPMENT	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-
2,190	5,400		PERSONNEL BOARD TOTAL	5,535	2,735	2,735 *

TOWN CLERK

			SALARIES			
83,484	85,096	001-161-5101	TOWN CLERK	85,937	85,937	85,937
38,228	45,604	001-161-5108	ASSISTANT TOWN CLERK	48,268	48,268	48,268
32,501	33,725	001-161-5201	SENIOR CLERK	33,345	33,345	33,345
3,000	3,500	001-162-5100	REGISTRARS	3,500	3,500	3,500
10,985	8,500	001-162-5301	ELECTION CLERKS	25,500	25,500	25,500
168,198	176,425		TOTAL SALARIES	196,550	196,550	196,550
			SERVICES & SUPPLIES			
141	1,125	001-161-5431	EQUIPMENT MAINTENANCE	1,125	1,125	1,125
9,690	7,105	001-161-5501	SUPPLIES & MISC	9,060	8,000	8,000
712	1,025	001-161-5602	TRAVEL	1,025	1,025	1,025
545	780	001-161-5613	BONDS & EDUCATION	780	780	780
1,756	2,000	001-162-5419	OUTSIDE DETAIL FOR ELECTIONS	6,000	4,000	4,000
1,177	600	001-162-5510	ELECTION LUNCHES	1,800	1,800	1,800
14,021	12,635		TOTAL SERVICES & SUPPLIES	19,790	16,730	16,730
182,219	189,060		TOWN CLERK TOTAL	216,340	213,280	213,280 *

LAND MANAGEMENT

			SALARIES			
			BOARD OF HEALTH/INSPECTATIONAL SERVICES:			
1,125	1,500	001-170-5100	BOARD OF HEALTH	1,500	1,500	1,500
29,395	36,650	001-170-5102	BLDG COMMISSIONER(Reduced to 19 hours/week)	35,100	35,100	35,100
38,348	40,785	001-170-5104	BOH INSPECTOR	41,452	41,452	41,452
38,534	40,008	001-170-5201	BOH ADMINISTRATIVE ASSISTANT	44,600	41,626	41,626
			PLANNING:			
-	-	001-171-5101	PLANNER	-	-	-
750	48,130	001-171-5108	PLANNING ASSISTANT/OFFICE MANAGER	49,930	49,930	49,930
10,628	8,517	001-171-5201	SENIOR CLERK	-	-	-
29,307	-	001-171-5301	PT CLERK(S)	-	-	-
			ZONING:			
2,657	6,388	001-173-5201	SENIOR CLERK	13,338	13,338	13,338
150,744	181,978		TOTAL SALARIES	185,920	182,946	182,946

			SERVICES & SUPPLIES			
			BOARD OF HEALTH/INSPECTATIONAL SERVICES:			
30	-	001-170-5400	TEST LAB/INSPECTIONS	-	-	-
6,795	9,280	001-170-5423	PROFESSIONAL SERVICES	10,000	9,300	9,300
440	400	001-170-5501	SUPPLIES & MISC	303	303	303
1,911	1,950	001-170-5602	TRAVEL	2,000	1,950	1,950
683	465	001-170-5613	EDUCATION & DUES	505	505	505
			PLANNING:			
11,797	10,450	001-171-5423	PROFESSIONAL SERVICES	10,000	2,500	2,500
-	100	001-171-5442	PLANS & DEEDS	100	100	100
3,646	3,557	001-171-5443	CMRPC	4,000	3,900	3,900
92	291	001-171-5501	SUPPLIES & MISC	291	291	291
-	100	001-171-5602	TRAVEL	100	100	100

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
197	130	001-171-5607	ADVERTISING	300	300	300
-	250	001-171-5613	EDUCATION & DUES	250	250	250
			ZONING:			
-	100	001-173-5602	TRAVEL	100	100	100
-	250	001-173-5613	EDUCATION & DUES	250	250	250
25,591	27,323		TOTAL SERVICES & SUPPLIES	28,199	19,849	19,849
176,335	209,301		TOTAL LAND MANAGEMENT	214,119	202,795	202,795
(144,000)	(177,000)		LESS APPLIED INCOMES		(160,000)	(160,000)
32,335	32,301		LAND MANAGEMENT TOTAL	214,119	42,795	42,795 *

MEMORIAL HALL

			SALARIES			
-	8,011	001-192-5301	FLOATING SENIOR CLERK	8,927	-	-
631	6,736	001-192-5130	OVERTIME/ADDTL HOURS	5,000	5,000	5,000
631	14,747		TOTAL SALARIES	13,927	5,000	5,000
			SERVICES & SUPPLIES			
-	-	001-192-5403	ELECTRICITY	-	20,000	20,000
363	557	001-192-5405	WATER/SEWER	545	545	545
5,909	7,458	001-192-5426	FUEL (HEATING & GENERATOR)	6,400	6,400	6,400
1,155	4,148	001-192-5431	EQUIPMENT MAINTENANCE	3,732	3,732	3,732
17,044	20,412	001-192-5501	SUPPLIES & MISC	15,163	15,000	15,000
21,953	41,880	001-192-5504	POSTAGE RELATED	41,895	35,000	35,000
46,424	74,455		TOTAL SERVICES & SUPPLIES	67,735	80,677	80,677
			CAPITAL OUTLAY			
-	-	001-192-5840	IMPROVEMENTS	-	-	-
-	-	001-192-5845	EQUIPMENT	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-
47,055	89,202		MEMORIAL HALL TOTAL	81,662	85,677	85,677 *

2,080,259 2,183,749 **GENERAL GOVERNMENT TOTAL** 2,635,988 2,040,831 2,052,331

PUBLIC SAFETY

9% of Total Budget

POLICE

			SALARIES			
132,299	115,000	001-210-5101	CHIEF	123,709	123,709	123,709
99,204	97,000	001-210-5102	LIEUTENANT	106,818	98,000	95,000
257,869	335,274	001-210-5111	SERGEANTS	342,885	252,885	252,885
963,601	1,034,862	001-210-5112	PATROL OFFICERS	1,137,939	1,085,939	1,085,939
191,149	242,243	001-210-5116	DISPATCHERS	252,754	252,754	252,754
52,644	45,000	001-210-5118	PART-TIME INTERMITTENTS	45,000	40,000	40,000
20,306	15,000	001-210-5119	PART-TIME DISPATCHERS	30,000	22,000	22,000
5,710	5,736	001-210-5124	DISPATCHER STIPENDS	5,736	5,736	5,736
139,573	80,000	001-210-5130	OVERTIME	140,000	100,000	100,000
1,238	36,150	001-210-5131	DISPATCHERS' O.T./HOLIDAYS	36,634	36,634	36,634
12,282	10,000	001-210-5132	COMP TIME OT(POLICE)	40,000	10,000	10,000
15,997	10,000	001-210-5133	COMP TIME OT(DISPATCH)	30,000	10,000	10,000
18,000	24,000	001-210-5140	FITNESS	24,000	24,000	24,000

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
55,024	62,876	001-210-5141	HOLIDAY	68,162	68,162	68,162
11,996	10,000	001-210-5142	COURT	22,000	12,000	12,000
56,983	53,411	001-210-5201	ADMINISTRATIVE ASSISTANT	61,670	61,670	61,670
-	8,897	001-210-5301	PT CLERICAL	12,156	12,156	12,156
2,033,875	2,185,449			TOTAL SALARIES	2,479,463	2,215,645
			SERVICES & SUPPLIES			
-	-	001-210-5403	ELECRCITY	-	22,000	22,000
2,856	2,200	001-210-5405	WATER/SEWER	3,200	3,000	3,000
6,780	7,100	001-210-5426	FUEL (HEATING & GENERATOR)	8,900	7,100	7,100
27,301	12,500	001-210-5429	VEHICLE MAINTENANCE	22,560	12,500	12,500
8,997	2,000	001-210-5436	PHYSICALS	9,416	4,000	4,000
42,118	14,000	001-210-5501	SUPPLIES & MISC	14,400	14,000	14,000
28,979	24,000	001-210-5512	UNIFORMS	27,025	24,000	24,000
560	300	001-210-5514	PRISONERS FOOD	600	600	600
4,695	4,000	001-210-5606	DUES	4,962	4,962	4,962
3,804	750	001-210-5613	EDUCATION	13,000	4,500	4,500
4,276	6,600	001-210-5701	TRAINING	8,500	5,000	5,000
130,366	73,450		TOTAL SERVICES & SUPPLIES	112,563	101,662	101,662
			CAPITAL OUTLAY			
-	-	001-210-5840	IMPROVEMENTS & REPAIRS	-	-	-
116,599	90,000	001-210-5845	EQUIPMENT/CRUISERS	123,200	113,200	113,200
116,599	90,000		TOTAL CAPITAL OUTLAY	123,200	113,200	113,200
2,280,839	2,348,899		TOTAL POLICE	2,715,226	2,430,507	2,427,507
2,280,839	2,348,899		LESS APPLIED INCOME			
			POLICE TOTAL	2,715,226	2,430,507	2,427,507
			*			

EMS/FIRE						
SALARIES						
100,971	102,924	001-230-5102	CHIEF	111,726	102,415	102,415
-	82,090	001-230-5102	DEPUTY CHIEF	79,879	79,879	79,879
2,607	2,607	001-230-5104	ALS COORDINATOR STIPEND	3,389	3,389	3,389
119,823	144,156	001-230-5108	CAPTAIN/PARAMEDICS	78,852	78,852	78,852
26,312	68,421	001-230-5111	LIEUTENANT/PARAMEDIC	211,062	211,062	211,062
103,735	250,350	001-230-5112	FF/PARAMEDIC	183,465	183,465	183,465
188,782	61,041	001-230-5113	EMS/FIRE-BASIC/CAPTAIN	66,506	66,506	66,506
137,874	112,535	001-230-5114	FF/ADVANCED	126,638	126,638	126,638
124,404	114,297	001-230-5115	FF/BASICS	247,917	226,917	226,917
122,922	75,000	001-230-5120	PART TIME FIRE/EMS	50,000	50,000	50,000
2,607	4,607	001-230-5124	FIRE STIPENDS	3,389	3,389	3,389
136,389	35,000	001-230-5130	OVERTIME/HOLIDAY	120,000	100,000	100,000
8,800	12,000	001-230-5140	FITNESS	12,000	12,000	12,000
51,116	51,911	001-230-5201	ADMINISTRATIVE ASSISTANT	54,998	54,998	54,998
-	8,353	001-230-5301	PT CLERICAL	8,437	8,437	8,437
1,126,342	1,125,292		TOTAL SALARIES	1,358,258	1,307,947	1,307,947
			SERVICES & SUPPLIES			
-	-	001-230-5403	ELECTRICITY	-	12,000	12,000
854	800	001-230-5405	WATER/SEWER	874	874	874
-	4,200	001-230-5423	MEDICAL DIRECTION	5,200	5,200	5,200
10,824	15,500	001-230-5426	FUEL (HEATING & GENERATOR)	11,700	11,700	11,700
3,884	-	001-230-5428	CUSTODIAL SERVICES	5,900	4,000	4,000

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
6,425	5,900	001-230-5430	BIO-MEDICAL MAINTENANCE	6,700	6,700	6,700
38,301	33,326	001-230-5431	EQUIPMENT MAINTENANCE	40,000	35,000	35,000
3,841	2,000	001-230-5435	AERIAL & LADDER INSPECTIONS	7,800	3,900	3,900
373	1,000	001-230-5436	PHYSICALS/PHYSICAL ABILITIES TESTS	2,750	1,750	1,750
28,897	22,000	001-230-5437	AMBULANCE BILLING	30,000	30,000	30,000
4,938	4,500	001-230-5445	CMED RADIO	5,000	5,000	5,000
3,637	3,000	001-230-5501	SUPPLIES & MISC	3,850	3,850	3,850
11,051	11,400	001-230-5512	UNIFORMS	19,100	15,000	15,000
-	800	001-230-5515	FOOD AT INCIDENTS	300	300	300
303	700	001-230-5516	OXYGEN	700	700	700
32,435	24,000	001-230-5517	MEDICAL SUPPLIES	33,000	32,500	32,500
1,639	5,000	001-230-5518	PROTECTIVE CLOTHING	11,200	11,200	11,200
6,959	3,000	001-230-5519	SAFETY & SURVIVAL EQUIPMENT	7,500	5,900	5,900
11,005	7,800	001-230-5613	TRAINING,EDUCATION & DUES	9,850	7,350	7,350
500	1,000	001-230-5622	TUITION REIMBURSEMENT	1,500	1,500	1,500
1,200	1,200	001-230-5624	INSPECTIONS	1,800	1,800	1,800
-	300	001-230-5625	EXPLORER PROGRAM	500	500	500
167,066	147,426		TOTAL SERVICES & SUPPLIES	205,224	196,724	196,724
			CAPITAL OUTLAY			
-	-	001-230-5840	IMPROVEMENTS & REPAIRS	-	-	-
-	1,500	001-230-5845	SPECIALTY TEAM EQUIPMENT	21,500	20,000	20,000
-	1,500		TOTAL CAPITAL OUTLAY	21,500	20,000	20,000
1,293,408	1,274,218		TOTAL EMS/FIRE	1,584,982	1,524,671	1,524,671
(600,000)	(625,000)		LESS APPLIED INCOME		(660,000)	(660,000)
693,408	649,218		EMS/FIRE TOTAL	1,584,982	864,671	864,671 *
EMERGENCY OPERATIONS CENTER(EOC)						
			SALARIES			
729	-	001-231-5101	EMD STIPEND	-	-	-
889	-	001-231-5102	SECTION CHIEFS/OFFICERS	-	-	-
963	-	001-231-5108	DEPUTY EMD STIPEND	-	-	-
2,581	-		TOTAL SALARIES	-	-	-
			SERVICES & SUPPLIES			
-	500	001-231-5515	FOOD FOR INCIDENTS	500	250	250
930	1,232	001-231-5500	EMD-SUPPLIES & MISC	500	250	250
-	-	001-231-5613	TRAINING AND EDUCATION	-	-	-
930	1,732		TOTAL SERVICES & SUPPLIES	1,000	500	500
			CAPITAL OUTLAY			
-	-	001-231-5840	IMPROVEMENTS & REPAIRS	-	-	-
-	1,200	001-231-5845	EQUIPMENT	-	-	-
-	1,200		TOTAL CAPITAL OUTLAY	-	-	-
3,511	2,932		EOC TOTAL	1,000	500	500 *
ANIMAL CONTROL						
			SALARIES			
35,073	38,542	001-292-5112	ANIMAL CONTROL OFFICER	38,917	38,917	38,917
2,609	5,400	001-292-5108	ASSISTANT ACO	5,400	-	5,400
2,401	2,000	001-292-5301	ANIMAL CONTROL CLERICAL SUPPORT	2,500	-	2,500

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FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
40,083	45,942			TOTAL SALARIES	46,817	38,917
			SERVICES & SUPPLIES			
220	200	001-292-5405	WATER/SEWER	260	-	260
2,423	2,820	001-292-5419	VETERINARY SERVICES	3,000	-	3,000
493	1,254	001-292-5423	PROFESSIONAL SERVICES	1,482	-	1,482
1,298	1,050	001-292-5426	FUEL (HEATING & GENERATOR)	1,050	-	1,050
1,000	1,500	001-292-5429	VEHICLE MAINTENANCE	1,500	-	1,500
1,627	1,600	001-292-5500	SUPPLIES & MISC	1,700	-	1,700
-	609	001-292-5501	LICENSING EXPENSES	1,000	-	1,000
-	100	001-292-5512	UNIFORMS	200	-	200
164	200	001-292-5701	TRAINING	600	-	600
7,225	9,333		TOTAL SERVICES & SUPPLIES	10,792	-	10,792
			CAPITAL OUTLAY			
-	-	001-292-5845	EQUIPMENT	39,058	-	-
-	-		TOTAL CAPITAL OUTLAY	39,058	-	-
47,308	55,275		TOTAL ANIMAL CONTROL	96,667	38,917	57,609
(20,000)	(27,000)		LESS APPLIED INCOME	-	-	(20,500)
27,308	28,275		ANIMAL CONTROL TOTAL	96,667	38,917	37,109
3,005,066	3,029,324		PUBLIC SAFETY TOTAL	4,397,876	3,334,595	3,329,787

PUBLIC WORKS

9% of Total Budget

DEPARTMENT OF PUBLIC WORKS

SALARIES

Administration:

90,939	91,879	001-421-5101	DIRECTOR	97,486	97,486	97,486
67,305	63,712	001-421-5102	ASSISTANT DPW DIRECTOR	78,758	78,758	78,758
77,449	79,371	001-421-5104	OPERATIONS MANAGER	82,319	82,319	82,319
-	-	001-421-xxxx	CIVIL ENGINEER	65,572	52,000	52,000

25,686	13,230	001-421-5130	EMERGENCY OVERTIME	11,900	11,900	11,900
36,019	34,929	001-421-5108	ADMINISTRATIVE ASSISTANT	39,731	39,731	39,731

Highway:

62,384	64,544	001-422-5106	WORKING FOREMAN	67,491	67,491	67,491
208,442	223,432	001-422-5125	HEAVY EQUIPMENT	230,240	230,240	230,240
2,411	11,458	001-422-5301	PART TIME	11,570	11,570	11,570

Snow and Ice:

104,985	125,000	001-423-5131	WINTER OVERTIME	140,000	125,000	125,000
1,735	16,436	001-423-5301	PART TIME	19,834	19,834	19,834

Cemetery, Parks, Recreation & Grounds

1,000	1,500	001-429-5100	CEMETERY COMMISSIONERS	1,500	1,500	1,500
58,445	60,846	001-429-5104	CEMETERY/GROUNDS SUPERINTENDENT	69,514	69,514	69,514
61,162	63,611	001-429-5106	TREE WARDEN	65,064	65,064	65,064

171,908	192,501	001-429-5126	LIGHT EQUIPMENT	194,940	194,501	194,501
1,175	2,000	001-429-5130	PARKS & CEMETERY OVERTIME	8,400	8,400	8,400
34,966	89,704	001-429-5301	PART TIME	71,699	71,699	71,699

Fleet Maintenance:

74,482	75,937	001-427-5104	FLEET SUPERINTENDENT	76,688	76,688	76,688
60,689	61,880	001-427-5108	ASST MECHANIC	62,506	62,506	62,506
620	37,729	001-427-5126	LIGHT EQUIPMENT	38,104	37,729	37,729

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
Facilities Maintenance						
76,747	73,171	001-419-5102	FACILITIES SUPERINTENDENT	69,513	69,513	69,513
162,953	186,318	001-419-5104	TECHNICIANS	113,395	113,395	113,395
708	1,000	001-419-5130	OVERTIME	4,800	4,800	4,800
24,145	30,377	001-419-5201	SENIOR CLERK	25,881	25,881	25,881
Conservation:						
<u>54,316</u>	<u>56,868</u>	001-492-5127	CONSERVATION/GIS TECHNICIAN	<u>58,814</u>	<u>58,814</u>	<u>58,814</u>
1,460,670	1,657,433			TOTAL SALARIES	1,705,719	1,676,333
SERVICES & SUPPLIES						
Administration:						
-	-	001-421-5403	ELECTRICITY	-	81,600	81,600
1,600	1,500	001-421-5405	WATER/SEWER	1,600	1,600	1,600
8,541	9,700	001-421-5426	FUEL (HEATING & GENERATOR)	10,140	9,700	9,700
74,445	35,000	001-421-5427	PROFESSIONAL SERVICES/STORMWATER MGMT	70,000	35,000	35,000
677	1,500	001-421-5428	CLEANING/CUSTODIAL SERVICE	1,500	1,500	1,500
1,993	11,000	001-421-5462	TRAFFIC/AUX LIGHTS O/M	7,500	7,500	7,500
10,550	6,000	001-421-5501	SUPPLIES & MATERIALS	6,708	6,700	6,700
15,594	14,000	001-421-5512	UNIFORMS/SAFETY PROGRAM	22,590	17,000	17,000
1,800	3,000	001-421-5701	TRAINING/DEVELOPMENT	5,250	3,000	3,000
Highway:						
2,235	30,000	001-422-5434	HIGHWAY EQUIPMENT RENTAL	54,500	54,500	54,500
9,164	5,000	001-422-5501	SUPPLIES & MATERIALS	10,000	7,500	7,500
4,002	-	001-422-5521	ROAD RESURFACING PROGRAM	-	-	-
5,688	16,199	001-422-5522	ROAD MAINTENANCE	100,000	27,000	27,000
Snow and Ice:						
63,218	59,904	001-423-5424	CONTRACT SNOWPLOWING/REMOVAL	69,632	69,000	69,000
207,667	205,000	001-423-5536	WINTER MAINTENANCE	220,000	205,000	205,000
Cemetery/Grounds:						
-	800	001-429-5405	WATER	500	500	500
-	2,700	001-429-5434	CEMETERY/GROUNDS EQUIPMENT RENTAL	13,500	1,500	1,500
800	800	001-429-5454	FLAGS, MARKERS, WREATHS (for Veterans)	1,000	800	800
10,927	9,500	001-429-5501	SUPPLIES & MATERIALS	10,000	9,500	9,500
583	2,500	001-429-5527	FERTILIZER, SEEDS, & FLOWERS	750	750	750
10,319	10,500	001-429-5545	ORDINARY MAINTENANCE	13,000	10,500	10,500
Parks/Recreation & Grounds Maintenance:						
7,848	5,200	001-433-5405	RECREATION WATER/SEWER	8,500	6,000	6,000
5,280	2,500	001-433-5423	PROFESSIONAL SERVICES	3,280	3,000	3,000
3,727	5,000	001-433-5501	SUPPLIES & MATERIALS	7,500	5,000	5,000
1,950	10,700	001-433-5527	RECREATION - FERTILIZER, SEEDS & FLOWERS	22,450	15,000	15,000
34,007	37,000	001-433-5545	ORDINARY MAINTENANCE	82,000	37,000	37,000
25,081	20,000	001-433-5449	CONTRACT TREE CARE	90,400	35,000	35,000
-	5,000	001-433-5450	TREE REPLACEMENT	5,000	3,000	3,000
390	500	001-433-5526	DOWNTOWN BEAUTIFICATION	800	800	800
-	6,000	001-433-5537	LANDFILL MAINTENANCE	9,700	9,700	9,700
Fleet Maintenance:						
106,705	66,000	001-427-5433	GENERAL FLEET MAINTENANCE	102,000	80,000	80,000
10,661	7,500	001-427-5465	SWEeper MAINTENANCE/BROOM REFILLS	4,000	4,000	4,000
3,019	7,500	001-427-5466	FLUIDS/OILS/LUBRICANTS	5,150	4,000	4,000
4,715	7,000	001-427-5506	TOOLS/EQUIPMENT	6,500	4,500	4,500
Facilities Maintenance:						
135,513	125,000	001-419-5400	PURCHASE OF SERVICE	172,045	135,000	135,000
250	280	001-419-5405	WATER/SEWER	360	360	360
4,918	-	001-419-5407	RUBBISH REMOVAL	-	-	-

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
-	9,663	001-419-5423	PROFESSIONAL SERVICES	8,500	8,500	8,500
1,782	1,500	001-419-5426	FUEL (HEATING & GENERATOR)	2,860	2,860	2,860
112,485	100,000	001-419-5428	CUSTODIAL SUPPLIES & SERVICES	116,500	110,000	110,000
700	1,500	001-419-5431	EQUIPMENT MAINTENANCE	5,000	5,000	5,000
67,926	65,000	001-419-5500	SUPPLIES AND MISCELLANEOUS	66,180	66,180	66,180
1,377	1,200	001-419-5512	UNIFORMS/PROTECTIVE CLOTHING	-	-	-
52	240	001-419-5602	TRAVEL	-	-	-
777	800	001-419-5700	OTHER EXPENSES	-	-	-
-	1,125	001-419-5701	TRAINING	-	-	-
Conservation:						
2,000	2,000	001-492-5423	DE-WEEDING PROGRAM	4,000	4,000	4,000
92	100	001-492-5501	SUPPLIES & MATERIALS	400	400	400
30	100	001-492-5602	TRAVEL	100	100	100
802	1,000	001-492-5613	EDUCATION & DUES	1,400	1,400	1,400
961,890	914,011		TOTAL SERVICES & SUPPLIES	1,342,795	1,090,950	1,090,950
CAPITAL OUTLAY						
Facilities Maintenance:						
-	-	001-421-5840	DPW IMPROVEMENTS & REPAIRS	50,000	-	-
1,909	5,000	001-421-5845	DPW EQUIPMENT	5,000	-	-
1,909	5,000		TOTAL CAPITAL OUTLAY	55,000	-	-
2,424,469	2,576,444		TOTAL D.P.W.	3,103,514	2,767,283	2,767,283
(24,000)	(30,000)		LESS APPLIED INCOME			
2,400,469	2,546,444		DEPARTMENT OF PUBLIC WORKS TOTAL	3,103,514	2,767,283	2,767,283 *
MUNICIPAL UTILITIES						
SERVICES & SUPPLIES						
163,473	225,506	001-424-5403	ELECTRIC (Including Streetlights)	358,000	-	-
131,032	126,432	001-499-5404	TELECOMMUNICATIONS (Including Radio Maintenance)	97,072	97,072	97,072
143,376	142,140	001-499-5513	MUNICIPAL FUEL	127,970	127,970	127,970
139,683	145,600	001-499-5528	HYDRANTS	162,225	150,000	150,000
577,564	639,678		TOTAL SERVICES & SUPPLIES	745,267	375,042	375,042
CAPITAL OUTLAY						
-	40,000	001-499-5845	EQUIPMENT	-	-	-
-	40,000		TOTAL CAPITAL OUTLAY	-	-	-
577,564	679,678		MUNICIPAL UTILITIES TOTAL	745,267	375,042	375,042 *
2,978,033	3,226,122		PUBLIC WORKS TOTAL	3,848,781	3,142,325	3,142,325
HUMAN SERVICES						
1% of Total Budget						
COUNCIL ON AGING						
SALARIES						
33,746	38,396	001-541-5101	DIRECTOR	36,400	36,400	36,400
-	11,236	001-541-5102	ASSISTANT DIRECTOR	-	-	-
69	12,530	001-541-5301	CLERICAL SUPPORT	13,296	-	-
32,058	14,841	001-541-5309	VAN DRIVERS	41,853	41,853	41,853
11,424	14,325	001-541-5307	OUT-REACH WORKER	14,970	14,970	14,970
77,297	91,328		TOTAL SALARIES	106,519	93,223	93,223

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019		FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
SERVICES & SUPPLIES							
-	-	001-541-5403	ELECTRICITY	-	8,000	8,000	
350	350	001-541-5405	WATER/SEWER	400	400	400	
2,400	2,400	001-541-5426	FUEL (HEATING & GENERATOR)	2,500	2,500	2,500	
1,053	627	001-541-5429	VAN MAINTENANCE	1,000	1,000	1,000	
-	-	001-541-5447	PROGRAMS & WORKSHOPS	400	-	-	
312	3,400	001-541-5501	SUPPLIES & MISC	4,170	3,900	3,900	
-	-	001-541-5602	TRAVEL	250	250	250	
-	-	001-541-5613	EDUCATION	-	-	-	
4,115	6,777		TOTAL SERVICES & SUPPLIES	8,720	16,050	16,050	
CAPITAL OUTLAY							
-	-	001-541-5840	IMPROVEMENTS & REPAIRS	-	-	-	
-	-	001-541-5845	EQUIPMENT	-	-	-	
-	-		TOTAL CAPITAL OUTLAY	-	-	-	
81,412	98,105		TOTAL COUNCIL ON AGING	115,239	109,273	109,273	
(33,500)	(33,500)		LESS APPLIED INCOME		(20,000)	(20,000)	
47,912	64,605		COUNCIL ON AGING TOTAL	115,239	89,273	89,273	*
VETERANS' SERVICES							
SALARIES							
8,656	11,461	001-543-5102	AGENT	11,930	11,930	11,930	
8,656	11,461		TOTAL SALARIES	11,930	11,930	11,930	
SERVICES & SUPPLIES							
160,075	200,000	001-543-5425	BENEFITS	241,600	200,000	200,000	
117	50	001-543-5501	SUPPLIES & MISC	100	100	100	
296	150	001-543-5613	EDUCATION & DUES	550	150	150	
160,488	200,200		TOTAL SERVICES & SUPPLIES	242,250	200,250	200,250	
169,144	211,661		VETERANS' SERVICES TOTAL	254,180	212,180	212,180	*
217,056	276,266		HUMAN SERVICES TOTAL	369,418	301,453	301,453	
CULTURE AND RECREATION							
2% of Total Budget							
LIBRARY							
SALARIES							
87,352	56,429	001-610-5101	LIBRARIAN	70,369	70,369	70,369	
20,346	43,481	001-610-5102	ASSISTANT DIRECTOR	40,367	40,367	40,367	
69,571	77,465	001-610-5104	LIBRARIAN	80,265	80,265	80,265	
67,802	70,243	001-610-5201	ADULT CIRCULATION CLERK	73,361	73,361	73,361	
34,289	47,618	001-610-5301	P.T.CIRCULATION CLERKS	31,108	31,108	31,108	
27,437	34,413	001-610-5307	PART-TIME PAGES	37,541	37,541	37,541	
306,797	329,649		TOTAL SALARIES	333,011	333,011	333,011	
SERVICES & SUPPLIES							
-	-	001-610-5403	ELECTRICITY	-	20,000	20,000	
654	500	001-610-5404	TELECOMMUNICATIONS/ALARM	600	600	600	
1,786	1,700	001-610-5405	WATER/SEWER	1,800	1,800	1,800	
8,376	11,410	001-610-5426	FUEL (HEATING & GENERATOR)	10,100	10,100	10,100	
309	500	001-610-5431	EQUIPMENT MAINTENANCE	500	500	500	
6,319	5,600	001-610-5447	LIBRARY CULTURAL PROGRAMMING	4,800	4,800	4,800	

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
994	500	001-610-5449	LANDSCAPING	1,000	500	500
-	1,000	001-610-5452	MUSEUM	1,000	500	500
8,924	5,000	001-610-5501	SUPPLIES & MISC.	5,000	3,000	3,000
3,811	4,200	001-610-5529	PERIODICALS	4,000	4,000	4,000
15,106	15,000	001-610-5530	A/V & RECORDS	14,000	14,000	14,000
65,012	72,000	001-610-5531	BOOKS	55,000	57,000	57,000
4,258	2,000	001-610-5422	PROGRAMMING SUPPLIES	2,000	2,000	2,000
7,719	4,800	001-610-5533	REFERENCE MATERIALS	5,000	4,800	4,800
135	325	001-610-5602	TRAVEL	500	500	500
173	540	001-610-5613	EDUCATION & DUES	750	750	750
123,576	125,075		TOTAL SERVICES & SUPPLIES	106,050	124,850	124,850
			CAPITAL OUTLAY			
-	-	001-610-5840	IMPROVEMENTS & REPAIRS	-	-	-
-	-	001-610-5845	EQUIPMENT	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-
430,373	454,724		LIBRARY TOTAL	439,061	457,861	457,861
(20,987)	(21,000)		LESS APPLIED INCOME			
409,386	433,724		LIBRARY TOTAL	439,061	457,861	457,861
COMMUNITY CENTER						
			SALARIES			
33,521	38,396	001-640-5101	DIRECTOR OF COMMUNITY PROGRAMS	36,400	36,400	36,400
39,371	33,708	001-640-5102	ASST DIRECTOR OF COMMUNITY PROGRAMS	22,490	-	-
787	44,152	001-640-5104	PROGRAM MANAGER	46,475	46,475	46,475
68,579	34,000	001-640-5201	PART-TIME SENIOR STAFF	9,608	9,608	9,608
5,246	44,736	001-640-5301	PART-TIME EVENING AND SEASONAL STAFF	69,956	69,956	69,956
-	16,000	001-640-5310	LIFEGUARDS	23,692	22,892	22,892
147,504	210,992		TOTAL SALARIES	208,621	185,331	185,331
			SERVICES & SUPPLIES			
25,337	20,400	001-640-5403	ELECTRIC	25,000	46,000	46,000
-	1,200	001-640-5404	ALARM SERVICE	1,200	1,200	1,200
10,421	16,000	001-640-5405	WATER/SEWER	16,500	16,500	16,500
44,523	42,000	001-640-5426	FUEL(HEATING & GENERATOR)	48,000	48,000	48,000
-	2,700	001-640-5444	CUSTODIAL SERVICE	-	-	-
35,362	33,600	001-640-5447	PROGRAMS	33,600	33,600	33,600
10,650	17,820	001-640-5501	SUPPLIES & MISC	15,938	16,738	16,738
-	1,864	691-640-5502	HARDWARE	-	-	-
-	5,000	691-640-5174	RETIREMENT	-	-	-
-	1,950	691-640-5175	GROUP FICA	2,000	-	-
-	5,000	691-640-5618	BOND FEES	-	-	-
-	45,800	691-640-5910	MATURING DEBT	30,000	-	-
10,425	18,620	691-640-5915	LONG TERM INTEREST	-	-	-
-	6,000	691-640-5925	SHORT TERM INTEREST	2,000	-	-
136,718	217,954		TOTAL SERVICES & SUPPLIES	174,238	162,038	162,038
			CAPITAL OUTLAY			
3,830	3,830	001-640-5840	IMPROVEMENTS & REPAIRS	5,000	-	-
-	-	001-640-5845	EQUIPMENT	-	-	-
3,830	3,830		TOTAL CAPITAL OUTLAY	5,000	-	-

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
288,052	432,776		TOTAL COMMUNITY CENTER	387,859	347,369	347,369
(234,794)	(432,776)		LESS APPLIED INCOME			
53,258	-		COMMUNITY CENTER TOTAL	387,859	347,369	347,369 *

HISTORICAL COMMISSION						
SALARIES						
392	500	001-691-5301	CLERK	443	443	443
392	500		TOTAL SALARIES	443	443	443
SERVICES & SUPPLIES						
-	-	001-691-5501	SUPPLIES & MISC	100	100	100
140	150	001-691-5613	EDUCATION & DUES	140	140	140
140	150		TOTAL SERVICES & SUPPLIES	240	240	240
532	650		HISTORICAL COMMISSION TOTAL	683	683	683 *

CELEBRATIONS						
SERVICES & SUPPLIES						
1,600	1,600	001-692-5453	VETERANS DAY	1,600	1,600	1,600
1,067	1,536	001-692-5454	FLAGS (Street)	1,536	1,536	1,536
1,380	3,380	001-692-5455	CHRISTMAS/BANDSTAND	3,000	3,000	3,000
2,433	2,275	001-692-5456	MEMORIAL DAY	2,275	2,275	2,275
-	-	001-692-xxxx	TENTATIVE NEW CELEBRATION	-	-	-
6,480	8,791		TOTAL SERVICES & SUPPLIES	8,411	8,411	8,411
6,480	8,791		CELEBRATIONS TOTAL	8,411	8,411	8,411 *
416,398	443,165		CULTURE AND RECREATION TOTAL	836,014	814,324	814,324

DEBT SERVICE						
4% of Total Budget						
DEBT FINANCING						
1,035,000	865,700	001-710-5910	MATURING DEBT	840,000	840,000	840,000
355,986	350,803	001-751-5915	LONG TERM INTEREST	298,237	298,237	298,237
-	-	001-751-5920	SHORT TERM DEBT	136,700	136,700	136,700
-	15,000	001-752-5925	SHORT TERM INTEREST	25,000	25,000	25,000
1,390,986	1,231,503		TOTAL DEBT FINANCING	1,299,937	1,299,937	1,299,937 *
1,390,986	1,231,503		DEBT SERVICE TOTAL	1,299,937	1,299,937	1,299,937

EMPLOYEE BENEFITS						
18% of Total Budget						
RETIREMENT & INSURANCE						
150,000	-	001-000-5969	UNEMPLOYMENT FUND	160,000	45,000	45,000
1,785,719	1,736,825	001-911-5174	RETIREMENT	1,908,579	1,908,579	1,908,579
4,257,134	4,586,870	001-914-5173	GROUP HEALTH INSURANCE	4,144,081	4,144,081	4,144,081
1,676	2,000	001-915-5173	GROUP LIFE INSURANCE	5,000	5,000	5,000
282,078	300,000	001-916-5175	GROUP FICA	321,000	321,000	321,000
454,473	515,000	001-945-5623	GENERAL INSURANCE	520,000	470,000	470,000
6,931,080	7,140,695		TOTAL RETIREMENT & INSURANCE	7,058,660	6,893,660	6,893,660
(165,000)	(100,000)		LESS APPLIED INCOME		(113,050)	(113,050)
6,766,080	7,040,695		RETIREMENT & INSURANCE TOTAL	7,058,660	6,780,610	6,780,610 *
6,766,080	7,040,695		EMPLOYEE BENEFITS TOTAL	7,058,660	6,780,610	6,780,610

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019	FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED
SEWER						
0 % of Total Budget						
SEWER ENTERPRISE						
			SALARIES			
4,500	4,810	690-449-5101	DIRECTOR	5,105	5,105	5,105
7,873	8,829	690-449-5102	ASST. DIRECTOR / ENGINEER	4,146	4,146	4,146
3,346	7,158	690-449-5104	FOREMAN/MAINTAINER	9,373	9,373	9,373
-	854	690-449-5109	HIGHWAY DIVISION SUPPORT STAFF	610	610	610
257	2,117	690-449-5108	ADMINISTRATIVE ASSISTANT	2,271	2,271	2,271
-	4,076	690-449-5106	FINANCE DEPARTMENT SUPPORT STAFF	3,484	3,484	3,484
15,976	27,844		TOTAL SALARIES	24,989	24,989	24,989
			SERVICES & SUPPLIES			
196,654	184,810	690-449-5463	INTERMUNICIPAL FEES	201,141	201,141	201,141
16,560	15,960	690-449-5464	METERING SERVICE	16,800	16,800	16,800
6,494	6,000	690-449-5403	ELECTRIC SERVICE	6,500	11,500	11,500
2,350	2,196	690-449-5404	TELECOMMUNICATIONS	2,220	2,220	2,220
1,500	750	690-449-5405	WATER SERVICE	800	800	800
-	6,000	690-449-5400	CONTRACT OPERATIONS (ON-CALL)	9,500	9,500	9,500
17,500	25,000	690-449-5423	PROFESSIONAL SERVICES	50,000	50,000	50,000
73	500	690-449-5426	FUEL(GENERATORS)	500	500	500
-	1,500	690-449-5434	EQUIPMENT RENTAL	1,500	1,500	1,500
-	481	690-449-5438	AUDIT	488	195	195
5,893	500	690-449-5501	SUPPLIES & MISC	3,000	3,000	3,000
-	300	690-449-5502	HARDWARE	300	300	300
6,382	6,100	690-449-5503	SOFTWARE	6,100	6,100	6,100
-	833	690-449-5504	POSTAGE	833	833	833
702	510	690-449-5508	SPECIAL FORMS	525	525	525
2,210	5,000	690-449-5538	PIPELINE MAINTENANCE	9,000	9,000	9,000
9,949	35,300	690-449-5539	PUMPING STATION EQUIPMENT MAINTENANCE	35,400	35,400	35,400
-	7,000	690-449-5623	GENERAL INSURANCE	7,000	7,000	7,000
-	2,663	690-449-5173	GROUP HEALTH/LIFE INSURANCE	2,901	2,901	2,901
-	2,213	690-449-5174	RETIREMENT	2,300	2,300	2,300
-	244	690-449-5175	GROUP FICA	167	167	167
-	-	690-449-5618	BOND FEES	-	-	-
38,642	38,642	692-449-5910	MATURING DEBT	43,642	43,642	43,642
18,608	17,522	692-449-5915	LONG TERM INTEREST	16,415	16,415	16,415
-	-	690-449-5925	SHORT TERM INTEREST	-	-	-
323,517	360,024		TOTAL SERVICES & SUPPLIES	417,031	421,739	421,739
			CAPITAL OUTLAY			
-	8,000	690-449-5840	IMPROVEMENTS & REPAIRS	9,980	9,980	9,980
-	15,000	690-449-5845	EQUIPMENT	33,000	33,000	33,000
-	23,000		TOTAL CAPITAL OUTLAY	42,980	42,980	42,980
339,493	410,868		TOTAL SEWER ENTERPRISE	485,000	489,708	489,708
(400,949)	(410,868)		LESS APPLIED INCOME	(489,708)	(489,708)	(489,708)
(61,456)	-		SEWER ENTERPRISE TOTAL	485,000	-	*

FY 2017 ACTUAL	FY 2018 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2019		FY 2019 DEPT REQUEST	TOWN MNGR RECOMMEND	FINANCE COMM. APPROVED		
WATER									
0 of Total Budget									
WATER ENTERPRISE									
			Debt Service:						
76,358	76,358	692-450-5910	MATURING DEBT	76,358	76,358	76,358			
31,870	30,031	692-450-5915	LONG TERM INTEREST	28,163	28,163	28,163			
108,228	106,389			TOTAL SERVICES & SUPPLIES	104,521	104,521	104,521		
108,228	106,389			TOTAL WATER ENTERPRISE	104,521	104,521	104,521		
(108,228)	(106,389)			LESS APPLIED INCOME	(104,521)	(104,521)	(104,521)		
-	-			WATER ENTERPRISE TOTAL	104,521	-	-		

EDUCATION							
52% of Total Budget							
SCHOOL DEPARTMENT							
15,453,162	15,686,582	001-3xx-5xx-xxxxxx	GENERAL OPERATING BUDGET	17,479,976	17,479,976	17,479,976	
1,260,544	1,160,566	001-390-5xx-xxxxxx	TRANSPORTATION	-	-	-	
20,051	25,000	001-392-5xx-xxxxxx	CROSSING GUARDS	-	-	-	
7,500	7,500	001-393-5628-00000	MEDICAID BILLING	-	-	-	
16,741,257	16,879,648		SCHOOL DEPARTMENT TOTAL	17,479,976	17,479,976	17,479,976	*
1,505,661	1,545,952	001-399-5446-00000	SWCRVSD(BAY PATH)	1,629,663	1,629,663	1,629,663	
18,246,918	18,425,600		EDUCATION TOTAL	19,109,639	19,109,639	19,109,639	
BUDGET SUMMARY							
2,080,259	2,183,749		6% TOTAL GENERAL GOVERNMENT	2,635,988	2,040,831	2,052,331	
3,005,066	3,029,324		9% TOTAL PUBLIC SAFETY	4,397,876	3,334,595	3,329,787	
2,978,033	3,226,122		9% TOTAL PUBLIC WORKS	3,848,781	3,142,325	3,142,325	
217,056	276,266		1% TOTAL HUMAN SERVICES	369,418	301,453	301,453	
416,398	443,165		2% TOTAL CULTURE AND RECREATION	836,014	814,324	814,324	
1,390,986	1,231,503		4% TOTAL DEBT SERVICE	1,299,937	1,299,937	1,299,937	
6,766,080	7,040,695		18% TOTAL EMPLOYEE BENEFITS	7,058,660	6,780,610	6,780,610	
16,853,878	17,430,824		SUB-TOTAL	20,446,674	17,714,075	17,720,767	
(61,456)	-		TOTAL SEWER ENTERPRISE	485,000	-	-	
-	-		TOTAL WATER ENTERPRISE	104,521	-	-	
18,246,918	18,425,600		52% TOTAL EDUCATION	19,109,639	19,109,639	19,109,639	
35,039,339	35,856,424		GRAND TOTAL	40,145,834	36,823,714	36,830,406	

FY17 Actual	FY18 Budget	Account	Account Description						FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
MODERATOR											
200	200	001-114-5100-000000	MODERATOR SALARIES						200	200	200
			Description	Quantity	Cost Per Item	Total Cost					
			Annual Stipend	1	\$200.00	200					
200	200		Total Salaries						200	200	200
SERVICES & SUPPLIES											
800	800	001-114-5421-000000	TOWN MEETING SIGNS						800	800	800
			Description	Quantity	Cost Per Item	Total Cost					
			Signs promoting Town Meeting	32	\$25.00	800					
445	700	001-114-5423-000000	PROFESSIONAL TECHNOLOGY SERVICES						700	700	700
			Description	Quantity	Cost Per Item	Total Cost					
			Bass DJ-Audio/Visual Services for Town Meeting	1	\$700.00	700					
111	100	001-114-5613-000000	EDUCATION & DUES						115	115	115
			Description	Quantity	Cost Per Item	Total Cost					
			Massachusetts Moderator Association-Annual Membership Dues	1	\$45.00	45					
			Massachusetts Moderator Association-Fall Conference	1	\$70.00	70					
556	1,600		Total Service & Supplies						1,615	1,615	1,615
756	1,800		Total Moderator						1,815	1,815	1,815

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
BOARD OF SELECTMEN									
5,100	5,100	001-122-5100-000000	Description 1 Chair @ 1100 annually 4 Members @ 1000 annually	Quantity	Cost Per Item	Total Cost	5,100	5,100	5,100
				1	\$1,100.00	1,100			
				4	\$1,000.00	4,000			
51,854	56,145	001-122-5108-000000	ADMINISTRATIVE ASSISTANT Description 1 Full Time Administrative Assistant -40 hrs	Quantity	Cost Per Item	Total Cost	58,397	58,397	58,397
				1	\$58,397.00	58,397			
-	17,034	001-122-5301-000000	PART-TIME CLERK Description 1 Part Time Clerical Support Staff (20 hours/week)	Quantity	Cost Per Item	Total Cost	11,136	11,136	11,136
				1	\$11,136.00	11,136			
56,954	78,279	Total Salaries					74,633	74,633	74,633
SERVICES & SUPPLIES									
2,334	2,000	001-113-5611-000000	TOWN MEETING Description Stonebridge Press or T & G-Town Meeting Ad Publication in May & October Alphagraphics-Town Meeting Budget Books Other Miscellaneous Supplies-Town Meeting	Quantity	Cost Per Item	Total Cost	3,650	2,700	2,700
				2	\$1,500.00	3,000			
				250	\$2.40	600			
				1	\$50.00	50			
-	-	001-122-5423-000000	PROFESSIONAL SERVICES Description	Quantity	Cost Per Item	Total Cost	-	-	-
				0	\$0.00	-			
664	1,061	001-122-5501-000000	SUPPLIES & MISC Description American Printing & Envelope-Pre Printed Return Envelopes Other Miscellaneous Supplies-Selectmen Meetings Catering for Special Function yet to be determined One Year Subscription-Telegram & Gazette City Trophy -- Date + name plates for pictures Paper Direct -- Certificate Paper for Licenses, Citations & Proclamations Community Fire & Police Equipment, Inc - Police Commissioner badges & wallets Sympathy Cards, etc.	Quantity	Cost Per Item	Total Cost	1,477	1,100	1,100
				1,000	\$0.09	90			
				1	\$200.00	200			
				1	\$400.00	400			
				1	\$317.00	317			
				1	100	100			
				1	100	100			
				2	110	220			
				50	1	50			
-	625	001-122-5602-000000	TRAVEL Description Mileage Reimbursement, Tolls, Parking, etc.-5 members Ann MMA Conference-1 night hotel and conf. registration for 5 members	Quantity	Cost Per Item	Total Cost	2,200	1,100	1,100
				5	80	400			
				5	360	1,800			
740	250	001-122-5607-000000	ADVERTISING Description Telegram Ads-Public Notices for Winter Pking Ban, Hannah Harwood, Tax Factor, etc.	Quantity	Cost Per Item	Total Cost	300	300	300
				1	\$300.00	300			
50	50	001-122-5613-000000	EDUCATION & DUES Description Worcester County Selectmen's Association Annual Dues	Quantity	Cost Per Item	Total Cost	50	50	50
				1	\$50.00	50			
-	50	001-122-5615-000000	COMMENDATIONS Description Other Miscellaneous Supplies-Commendations	Quantity	Cost Per Item	Total Cost	300	300	300
				3	\$100.00	300			
1,742	1,600	001-195-5621-000000	TOWN REPORT Description Country Press-Annual Town Reports	Quantity	Cost Per Item	Total Cost	1,800	1,750	1,750
				500	\$3.60	1,800			
5,530	5,636	Total Service & Supplies					9,777	7,300	7,300

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
CAPITAL OUTLAY										
001-122-5845-00000										
EQUIPMENT										
			Description		Quantity	Cost Per Item	Total Cost			
Total Capital Outlay										
62,484	83,915		Total Selectmen				84,410	81,933	81,933	

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
TOWN MANAGER										
133,671	136,582	001-123-5101-000000	Description 1.0 FTE Town Manager-per Contract	Quantity	Cost Per Item	Total Cost 140,491	140,491	140,491	140,491	
-	37,500	001-123-5106-000000	HR DIRECTOR Description 1.0 FTE HR Director/Payroll Manager	Quantity	Cost Per Item	Total Cost 70,506	70,506	61,000	62,500	
36,836	40,044	001-123-5108-000000	ADMINISTRATIVE ASSISTANT Description 1.0 FTE Town Manager Administrative Assistant	Quantity	Cost Per Item	Total Cost 43,251	43,251	43,251	43,251	
8,316	-	001-123-5301-000000	FELLOWSHIP Description 0.5 FTE Town Manager Fellowship (none proposed for FY19)	Quantity	Cost Per Item	Total Cost	-	-	-	
8,316	-	001-123-5130-000000	OVERTIME Description Overtime for After Hours Meetings	Quantity	Cost Per Item 1 \$1,000.00	Total Cost 1,000	1,000	1,000	1,000	
178,823	214,126	Total Salaries				254,248	245,742	247,242		
SERVICES & SUPPLIES										
47,173	14,436	001-123-5423-000000	PROFESSIONAL SERVICES Description Other Miscellaneous Professional Services (Engineer, Architect, Testing, Assessment Center etc)	Quantity	Cost Per Item	Total Cost 10,000	10,000	7,500	7,500	
1,272	2,825	001-123-5501-000000	SUPPLIES & MISC Description Town Manager's Vehicle Repairs Other Miscellaneous Supply Items	Quantity	Cost Per Item 1 \$1,500.00	Total Cost 1,500	1,500	1,000	1,000	
904	1,700	001-123-5602-000000	TRAVEL Description Town Manager Airfare, Lodging, Tolls, Parking, etc Staff Mileage Reimbursement, Tolls, Parking, etc	Quantity 1.0	Cost Per Item 1,500 200	Total Cost 1,500 200	1,700	1,700	1,700	
3,201	3,150	001-123-5607-000000	ADVERTISING Description Ads(Telegram, Stonebridge Press, Craigslist, etc)	Quantity 12	Cost Per Item \$250.00	Total Cost 3,000	3,000	3,000	3,000	
5,143	3,250	001-123-5613-000000	EDUCATION & DUES Description MMA Annual Dues ICMA Annual Dues IG-Procurement Conference/Training MMA Conference/Training Fees ICMA Conference/Training Fees Human Resource Director Dues and Training	Quantity 1	Cost Per Item \$6,250.00	Total Cost 6,250	6,250	6,250	6,250	
57,693	25,361	Total Service & Supplies				22,450	19,450	19,450		

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
			CAPITAL OUTLAY							
		001-123-5840-000000	IMPROVEMENTS & REPAIRS							
			Description	Quantity	Cost Per Item	Total Cost				
			New Carpet for TM Admin Asst Office Area							
			Total Capital Outlay							
240,674	239,487		Total Town Manager		277,198	265,192		266,692		

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
FINANCE COMMITTEE										
-	-	- 001-131-5301-000000	Description	Quantity	Cost Per Item	Total Cost	488	-	-	-
			Part Time Clerical Support Staff			488				
Total Salaries										
SERVICES & SUPPLIES										
-	75	001-131-5607-000000	ADVERTISING	Quantity	Cost Per Item	Total Cost	75	75	75	75
			Description	1	\$75.00	75				
			Telegram-Capital Program Public Hearing							
204	225	001-131-5613-000000	EDUCATION & DUES	Quantity	Cost Per Item	Total Cost	225	225	225	225
			Description	1	\$225.00	225				
204	300	Total Service & Supplies				300	300	300	300	300
204	300	Total Finance Committee				788	300	300	300	300

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
FINANCE DEPARTMENT SALARIES									
1,000	1,000	001-132-5100-000000	ASSESSING: BOARD OF ASSESSORS				1,000	1,000	1,000
			Description 2 Members of the Board of Assessors-semi annual stipends	Quantity	Cost Per Item	Total Cost	1,000		
74,071	75,456	001-132-5104-000000	ASSESSOR				80,003	80,003	80,003
			Description Full Time Assessor	Quantity	Cost Per Item	Total Cost	80,003		
49,719	50,701	001-132-5108-000000	ASSESSING SENIOR CLERK				51,202	51,202	51,202
			Description Full Time Senior Clerk	Quantity	Cost Per Item	Total Cost	51,202		
41,688	42,526	001-132-5201-000000	DATA COLLECTIONS CLERK				45,091	45,091	45,091
			Description Full Time Senior Clerk	Quantity	Cost Per Item	Total Cost	45,091		
166,478	169,683		Total Salaries				177,296	177,296	177,296
SERVICES & SUPPLIES									
3,600	2,700	001-132-5423-000000	ASSESSING MAP UPDATING				3,900	3,900	3,900
			Description Cartographic Associates-Updates to Digitized Maps	Quantity	Cost Per Item	Total Cost	3,900		
87	23,900	001-132-5440-000000	FIELD APPRAISALS				11,900	11,900	11,900
			Description RRC-Consulting for Commercial, Industrial, and Personal Property	Quantity	Cost Per Item	Total Cost	11,900		
1,996	2,000	001-132-5501-000000	SUPPLIES & MISC				2,100	2,000	2,000
			Description Marshall and Swift-Appraisal Valuation Annual Subscription-Residential Marshall and Swift-Appraisal Valuation Annual Subscription-Commercial and Industrial Inform Business Systems-Special Forms-Motor Vehicle Abatement Paper Inform Business Systems-Special Forms-Exemptions/Abatements Mailer Forms Pre Printed Envelopes Other Miscellaneous Supplies	Quantity	Cost Per Item	Total Cost	2,100		
92	180	001-132-5509-000000	ABSTRACTS & DEEDS				200	200	200
			Description Commonwealth of MA-Abstracts and Deeds	Quantity	Cost Per Item	Total Cost	200		
228	200	001-132-5602-000000	TRAVEL				250	200	200
			Description Mileage Reimbursement	Quantity	Cost Per Item	Total Cost	250		
304	475	001-132-5613-000000	EDUCATION & DUES				814	475	475
			Description MAAO Annual Dues IAAO Annual Dues WCAAO Annual Dues WCAAO Conference and Training	Quantity	Cost Per Item	Total Cost	814		
6,307	29,455		Total Service & Supplies				19,164	18,675	18,675

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
CAPITAL OUTLAY										
001-132-5840-000000 IMPROVEMENTS/REPAIRS-TREASURY/COLLECTIONS										
			Description	Quantity	Cost Per Item	Total Cost		-	-	-
				0	\$0.00	-				
001-132-5845-000000 EQUIPMENT-TREASURY/COLLECTIONS										
			Description	Quantity	Cost Per Item	Total Cost		-	-	-
				0	\$0.00	-				
Total Capital Outlay										
172,785	199,138		Total Finance Department-ASSESSING				196,460	195,971	195,971	

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
FINANCE DEPARTMENT SALARIES										
78,196	81,155	001-133-5104-000000	TREASURY/COLLECTIONS: TREASURER/COLLECTOR					83,903	83,903	83,903
			Description	Quantity	Cost Per Item	Total Cost				
			Full Time Treasurer/Collector			83,903				
53,014	55,262	001-133-5108-000000	ASSISTANT TREASURER/COLLECTOR					57,146	57,146	57,146
			Description	Quantity	Cost Per Item	Total Cost				
			Full Time Assistant			57,146				
8,000			HUMAN RESOURCES:							
		001-134-5104-000000	HR DIRECTOR							
			Description	Quantity	Cost Per Item	Total Cost				
46,409	48,264	001-133-5201-000000	BENEFITS ADMIN/PAYROLL CLERK					49,930	-	-
			Description	Quantity	Cost Per Item	Total Cost				
			Full Time Assistant			49,930				
3,413	-	001-133-5301-000000	TIME/ATTENDANCE CLERK					9,534	-	-
			Description	Quantity	Cost Per Item	Total Cost				
			PT Senior Clerk(s)			9,534				
189,032	184,681		Total Salaries					200,513	141,049	141,049
SERVICES & SUPPLIES										
TREASURY/COLLECTIONS:										
		001-133-5423-000000	PROFESSIONAL SERVICES					40,000	40,000	40,000
			Description	Quantity	Cost Per Item	Total Cost				
			Kelly Ryan	1	\$5,000.00	5,000				
			Payroll Service	1	\$35,000.00	35,000				
8,925	001-133-5438-000000	ACTUARIAL SERVICES						4,975	-	-
			Description	Quantity	Cost Per Item	Total Cost				
			Actuarial Study/Eligibility Audit	1	\$3,000.00	3,000				
			Incidental Costs	5	\$395.00	1,975				
305	6,200	001-133-5441-000000	BANKING FEES					1,225	1,225	1,225
			Description	Quantity	Cost Per Item	Total Cost				
			Veribanc (Bank Rating)	1	\$225.00	225				
			Bank Depository Service Fees (Unibank)	1	\$1,000.00	1,000				
3,789	2,000	001-133-5501-000000	SUPPLIES & MISC					2,850	2,300	2,300
			Description	Quantity	Cost Per Item	Total Cost				
			Rubber Stamps (Paid & Endorsement)	5	\$70.00	350				
			WB Mason-Other Misc Supplies(Pre-printed Envelopes, Report Covers, P-Touch, etc)	1	\$2,000.00	2,000				
			Banking Supplies (Coin Rolls, Bank Bags, Deposit Tickets)	1	\$500.00	500				
522	400	001-133-5508-000000	SPECIAL FORMS					975	400	400
			Description	Quantity	Cost Per Item	Total Cost				
			Sundry Forms (Perforated Paper)	1	\$150.00	150				
			Partial Pymt Receipts	1	\$125.00	125				
			Treasurer Turnovers	2	\$350.00	700				
137	250	001-133-5602-000000	TRAVEL					225	225	225
			Description	Quantity	Cost Per Item	Total Cost				
			Unibank	100	\$0.50	50				
			Umass-Amherst (2 Attendees)	200	\$0.50	100				
			WRSS & Other MCTA meetings (2 attendees)	150	\$0.50	75				

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM		
1,221	2,000	001-133-5613-000000	EDUCATION & DUES				1,740	1,740	1,740		
Description											
MCTA Annual Dues (Treasurer/Collector & Assistant) WCCTA Annual Dues (Treasurer/Collector) WCCTA Annual Dues (Assistant Treasurer/Collector) MCTA-Umass Amherst Training/Lodging											
2	\$100.00	200									
1	\$25.00	25									
1	\$15.00	15									
2	\$750.00	1,500									
-	1,619	001-133-5614-000000	SURETY BONDS/INSURANCE				2,800	2,000	2,000		
Description											
Traveler's-Treasurer/Collector Bond Traveler's-Assistant Treasurer/Collector Bond Traveler's-Cyber Fraud Insurance Protection											
1	\$1,100.00	1,100									
1	\$700.00	700									
1	\$1,000.00	1,000									
22,500	23,723	001-133-5616-000000	TAX TITLE				55,950	25,675	25,675		
Description											
Lounion, Costello, Condon-Tax Title Attorneys Incidental Lawyer Fees Commonwealth of MA-Tax Title Recording and Redemption Fees Stonebridge Press-Tax Taking Ad Land Court Filing Fees Recording Fees for Deeds Land Court Recording Fees Constable Fees											
250	\$130.00	32,500									
1	\$750.00	750									
100	\$75.00	7,500									
1	\$2,000.00	2,000									
20	\$515.00	10,300									
10	\$125.00	1,250									
20	\$75.00	1,500									
5	30	150									
2,502	5,000	001-133-5618-000000	BOND FEES				53,500	6,500	6,500		
Description											
Unibank (Short Term Borrowing) Continuing Disclosure US Bank (Long Term Borrowing) Moody's Locke & Lorde Unibank Fiscal Advisory Fees Printing											
1	\$3,000.00	3,000									
1	\$2,000.00	2,000									
1	\$5,000.00	5,000									
1	\$12,000.00	12,000									
1	\$15,000.00	15,000									
1	\$15,000.00	15,000									
1	\$1,500.00	1,500									
Long Term Costs Sometimes included in Bid with a Premium											
30,976	50,117	Total Service & Supplies					164,240	80,065	80,065		
CAPITAL OUTLAY											
001-133-5840-000000 IMPROVEMENTS/REPAIRS-TREASURY/COLLECTIONS											
Description											
Carpet and Installation											
1	\$4,500.00	4,500									
001-133-5845-000000 EQUIPMENT-TREASURY/COLLECTIONS											
Description											
Calculators Remote Capture Readers/Bar Code Scanners Chairs Outside Dropbox											
2	\$200.00	400									
2	\$800.00	1,600									
2	\$300.00	600									
1	\$570.00	570									
- - Total Capital Outlay											
220,008	234,798	Total Finance Department					372,423	221,114	221,114		

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM			
FINANCE DEPARTMENT SALARIES													
116,826	110,954	001-130-5101-000000	Chief Financial Officer					97,252	97,252	97,252			
			Description	Quantity	Cost Per Item	Total Cost							
			Full Time Town Accountant/Finance Director			97,252							
68,417	69,680	001-135-5104-000000	ACCOUNTING: ASST. TOWN ACCOUNTANT					60,796	60,796	60,796			
			Description	Quantity	Cost Per Item	Total Cost							
			Full Time Fund Accountant/Assistant Town Accountant			60,796							
725	44,072	001-135-5105-000000	SENIOR ACCOUNTANT					-	-	-			
			Description	Quantity	Cost Per Item	Total Cost							
			Full Time Senior Accountant			-							
30,926	41,955	001-135-5106-000000	ACCOUNTANT - FUND ACCTOUNTANT LEVEL 2					-	-	-			
			Description	Quantity	Cost Per Item	Total Cost							
			PT Senior Clerk(s)			-							
001-135-5201-000000	FINANCE FLOATER							37,575	37,575	37,575			
			Description	Quantity	Cost Per Item	Total Cost							
			Full Time Senior Clerk			37,575							
216,894	266,661	Total Salaries						195,623	195,623	195,623			
SERVICES & SUPPLIES													
ACCOUNTING													
151,714	120,960	001-135-5438-000000	AUDIT/ACTUARIAL SERVICES					63,000	63,000	63,000			
			Description	Quantity	Cost Per Item	Total Cost							
			Roselli Clark -Regular Audit/Single Audit	1	\$50,000.00	50,000							
			Roselli Clark -EOYR Audit	1	\$3,000.00	3,000							
			Actuarial Study/Employee and Dependant Audit	1	\$10,000.00	10,000							
698	300	001-135-5501-000000	SUPPLIES & MISC					500	500	500			
			Description	Quantity	Cost Per Item	Total Cost							
			Other Miscellaneous Supplies	1	\$500.00	500							
544	525	001-135-5602-000000	TRAVEL					540	540	540			
			Description	Quantity	Cost Per Item	Total Cost							
			Mileage and tolls	1000	\$0.54	540							
949	985	001-135-5613-000000	EDUCATION & DUES					2,785	2,785	2,785			
			Description	Quantity	Cost Per Item	Total Cost							
			MMAAA Annual Dues - Full Member	1	\$100.00	100							
			MMAAA Annual Dues - Associate Member	1	\$65.00	65							
			MMAAA Fall Conference	2	\$75.00	150							
			MMAAA Umass Amherst Conference	2	\$300.00	600							
			MMAAA Umass Amherst Lodging	1	\$330.00	330							
			MMAAA Summer Conference	1	\$750.00	750							
			GFOA Annual Dues	1	\$190.00	190							
			MISC Training	1	\$500.00	500							
			DLS Training	2	\$50.00	100							
			MCPOO Training			-							
			GEMS National Conference Lodging			-							
153,905	122,770	Total Service & Supplies						66,825	66,825	66,825			

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
CAPITAL OUTLAY										
001-135-5840-000000 IMPROVEMENTS/REPAIRS-TREASURY/COLLECTIONS										
			Description	Quantity	Cost Per Item	Total Cost		-	-	-
				0	\$0.00	-				
001-135-5845-000000 EQUIPMENT-TREASURY/COLLECTIONS										
			Description	Quantity	Cost Per Item	Total Cost		-	-	-
				0	\$0.00	-				
Total Capital Outlay										
370,799	389,431		Total Finance Department-Accounting			262,448		262,448	262,448	

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
FINANCE DEPARTMENT SALARIES									
74,779	77,430	001-154-5104-000000	MIS:				82,414	82,414	82,414
			MIS DIRECTOR						
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time MIS Director			82,414			
29,885	48,953	001-154-5108-000000	MIS ASST. DIRECTOR				49,367	49,367	49,367
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time Assistant			49,367			
104,664	126,383		Total Salaries				131,781	131,781	131,781
SERVICES & SUPPLIES									
42,587	37,000	001-154-5431-000000	MIS				57,660	40,000	40,000
			EQUIPMENT MAINTENANCE						
			Description	Quantity	Cost Per Item	Total Cost			
			10 Copiers (including 2 lease payments)	1	\$34,339.80	34,340			
			Canon Solutions Service, Parts, Usage for Copiers	1	\$2,200.00	2,200			
			Iron Mountain-Shredding and Document Destruction	12	\$110.00	1,320			
			Printer Service and Parts	12	\$1,650.00	19,800			
8,520	20,000	001-154-5501-000000	SUPPLIES & MISC				10,890	10,890	10,890
			Description	Quantity	Cost Per Item	Total Cost			
			Non HP Toners	12	\$220.00	2,640			
			WB Mason/Staples/CDW Government, Switpec, etc-Other Miscellaneous Supplies	1	\$8,250.00	8,250			
82,188	44,000	001-154-5502-000000	HARDWARE				151,761	45,000	45,000
			Description	Quantity	Cost Per Item	Total Cost			
			GDS-Switch Replacements - Town (8)	1	\$40,000.00	40,000			
			GDS-Switch Replacements - School - Barton-Chaffee-Admin (3)	1	\$25,000.00	25,000			
			Cruiser Laptop Replacements	2	\$2,200.00	4,400			
			Jatheon-Email Archiving Server	1	\$5,500.00	5,500			
			Dell Optiflex 7010 - Library - Town Hall - DPW - Fire - COA	47	\$990.00	46,530			
			Dell-Monitors 27"	47	\$275.00	12,925			
			Haywood-Sierra Wireless/Verizon Wi-Fi	2	\$528.00	1,056			
			Verizon-Ipads (with Air Cards)	2	\$550.00	1,100			
			Ipads (with WIFI)	2	\$220.00	440			
			Dell-Latitude 15 5000 Series Laptop	2	\$1,650.00	3,300			
			Microsoft Surface Pro 3 i7 256GB 8GB	1	\$1,500.00	1,500			
			Printers-HP 3015N	4	\$220.00	880			
			Printer-HP 9050N (Bill Printing)	1	\$8,800.00	8,800			
			Olympus Camera	1	\$330.00	330			
416,816	401,634	001-154-5503-000000	SOFTWARE				426,247	345,000	345,000
			Description	Quantity	Cost Per Item	Total Cost			
			AP Technology LLC-Annual Secure Check Maintenance	1	\$1,094.50	1,095			
			BROOKS INTERNET SOFTWARE/Remote Print Manager	1	\$57.20	57			
			CLEAR GOV	1	\$1,650.00	1,650			
			CW MARS-Library Membership Fee	1	\$24,198.90	24,199			
			DLT Solutions-Autodesk Autocad Civil 3D	1	\$935.00	935			
			ESRI-ARC PAD Maintenance	1	\$715.00	715			
			EXPERT GPS-GIS & CAD	1	\$1,100.00	1,100			
			EZFACILITY-Community Center Software	1	\$3,994.10	3,994			
			FORMAX-FOLDER/SEALER MAINTENANCE	1	\$1,732.50	1,733			
			GDS-FORTIGATE (Firewall) Support	1	\$3,623.40	3,623			
			GDS-Police Desktop/Server/Network/Patches (24X7)	1	\$17,094.00	17,094			
			GDS-Town Desktop/Server/Network/Patches (8X7)	1	\$102,186.00	102,186			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
			HARRIS SOFTWARE-GEMS-Financial/HR/System Portal	1	\$72,746.30	72,746			
			HARRIS SOFTWARE-Attendance Enterprise	1	\$7,779.20	7,779			
			HARRIS SOFTWARE-EOM	1	\$1,552.10	1,552			
			I AM RESPONDING-Fire Software	1	\$797.50	798			
			IMAGETREND/CAD-EMS	1	\$5,225.00	5,225			
			INTEGRATION PARTNER CORP/CJIS-POLIC	1	\$803.00	803			
			INTEGRITY-Internet Service & Support	1	\$8,553.60	8,554			
			JATHEON-Email Archiving Maintenance	1	\$1,094.50	1,095			
			LOGMEIN-Remote Log on to computers	1	\$658.90	659			
			MSGOVERN SOFTWARE-TXMV/RE/PP/Egov/CAMA/P&I/Mailer	1	\$115,726.80	115,727			
			ONSOLVE EMERGENCY COMM-CODE RED	1	\$9,009.00	9,009			
			PEOPLE GIS-Support	1	\$8,800.00	8,800			
			SYMANTEC-Secure Site Pro-website-online payments	1	\$1,001.00	1,001			
			SYMANTEC-Secure Site-Attendance Enterprise	1	\$1,001.00	1,001			
			SYMANTEC-Secure Site-employee portal	1	\$1,001.00	1,001			
			SYMANTEC-SSL-Web Mail Server	1	\$1,001.00	1,001			
			TELEGRAM NEWSPAPER/ONLINE SERVICE	1	\$440.00				
			TRITECH-POLICE Maintenance	1	\$17,769.15	17,769			
			TRITECH-POLICE Software/License/Support	1	\$5,933.40	5,933			
			UNISYS-EOM Subscription	1	\$869.00	869			
			VIRTUAL TOWN HALL-WEBSITE HOSTING/SUPPORT	1	\$6,545.00	6,545			
7,120	9,000	001-154-5508-000000	SPECIAL FORMS				11,677	3,000	3,000
			Description	Quantity	Cost Per Item	Total Cost			
			Z-Fold Base Stock Blanks	8,000	\$0.13	1,056			
			Motore Vehicle Excise Bills	17,000	\$0.12	2,057			
			Motor Vehicle Excise Demands	8,000	\$0.12	968			
			Perforated Paper - House copy - Assessor's office	17,000	\$0.12	2,057			
			Perforated Paper - (color)	5,000	\$0.12	600			
			Real Estate Tax Bill - Preliminary & Actual	14,000	\$0.17	2,310			
			Personal Property Tax Bill - Preliminary & Actual	500	\$0.92	462			
			Real Estate & Personal Property Demands	1,000	\$0.26	264			
			Laser Checks Payroll	500	\$0.33	165			
			Laser Checks Account Payable	10,000	\$0.11	1,100			
			Laser W-2 Backer & Envelopes	2,000	\$0.32	638			
98	1,000	001-154-5602-000000	TRAVEL				11,550	1,000	1,000
			Description	Quantity	Cost Per Item	Total Cost			
			Travel between Town Buildings	300	\$0.50	150			
			Travel for Conferences, Meetings, Training	2	\$200.00	400			
			GEMS SOFTWARE-Reimbursement for their travel to MA	2	\$2,200.00	4,400			
			Travel to MSGOVERN/GEMS User Group Conference (Airfare, Hotel, Meals, etc)	2	\$3,300.00	6,600			
100	900	001-154-5613-000000	EDUCATION & DUES				10,200	900	900
			Description	Quantity	Cost Per Item	Total Cost			
			MIS Association Dues	2	\$100.00	200			
			Classes on New Software Updates-Town Employees (including but not limited to Microsoft Office, Arc View, Auto CAD, Crystal Report, GEMS Software, Govern Software, Windows Server, File Nexus, and Attendance Enterprise)	1	\$10,000.00	10,000			
557,428	513,534		Total Service & Supplies				679,985	445,790	445,790

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
CAPITAL OUTLAY										
001-133-5845-000000 IMPROVEMENTS/REPAIRS-TREASURY/COLLECTIONS										
			Description	Quantity	Cost Per Item	Total Cost		-	-	-
				0	\$0.00	-				
001-154-5845-000000 MIS-EQUIPMENT/SOFTWARE										
			Description	Quantity	Cost Per Item	Total Cost		-	-	-
			SEALER/FOLDER MACHINE- RE-PP-UB-PY-AP REPLACEMENT	1	\$20,500.00	20,500				
			PUBLIC WORKS ASSET MANAGEMENT SOFTWARE NEW - DPW	1	\$20,000.00	20,000				
			FACILITIES MAINTENANCE ASSET MANAGEMENT NEW - DPW	1	\$25,000.00	25,000				
Total Capital Outlay										
662,093	639,917		Total Finance Department			877,266	577,571	577,571		

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
LEGAL SERVICES										
82,500	79,000	001-151-5414-000000	LEGAL SERVICES					90,000	90,000	100,000
			Description	Quantity	Cost Per Item	Total Cost				
			Kopelman and Paige Law Firm	2	\$45,000.00	90,000				
			Mirick O'Connell Law Firm (Labor Counsel)							
			Epstein Law Firm (Cable Contract)							
82,500	79,000		Total Service & Supplies			90,000		90,000		100,000
82,500	79,000		Total Legal Services			90,000		90,000		100,000

FY17 Actual	FY18 Budget	Account	Account Description					FY19 Departmental Request	FY19 MANAGER RECOMMENDED	FY19 FINCOM
PERSONNEL BOARD										
-	2,800	001-152-5143-000000	SALARY ADJUSTMENT					2,800	-	-
			Description	Quantity	Cost Per Item	Total Cost				
			Reclassification Changes	1	\$2,800.00	2,800				
-	-	001-152-5301-000000	P.T. CLERK					235	235	235
			Description	Quantity	Cost Per Item	Total Cost				
			Part Time Clerical Staff			235				
-	2,800		Total Salaries					3,035	235	235
SERVICES & SUPPLIES										
1,890	2,100	001-152-5436-000000	PHYSICALS					2,000	2,000	2,000
			Description	Quantity	Cost Per Item	Total Cost				
			Pre Employment Physicals	10	\$200.00	2,000				
300	50	001-152-5501-000000	SUPPLIES AND MISC.					50	50	50
			Description	Quantity	Cost Per Item	Total Cost				
			Other Misc Supplies	1	\$50.00	50				
50	001-152-5602-000000		TRAVEL					50	50	50
			Description	Quantity	Cost Per Item	Total Cost				
			Travel to Conferences, Meetings, etc	1	\$50.00	50				
400	001-152-5613-000000		EDUCATION AND DUES					400	400	400
			Description	Quantity	Cost Per Item	Total Cost				
			MMPA Conferences or other workshop	1	\$400.00	400				
2,190	2,600		Total Service & Supplies					2,500	2,500	2,500
CAPITAL OUTLAY										
		001-152-5845-000000	EQUIPMENT					-	-	-
			Description	Quantity	Cost Per Item	Total Cost				
			No Capital Requested							
-	-		Total Capital Outlay					-	-	-
2,190	5,400		Total Personnel Board					5,535	2,735	2,735

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
TOWN CLERK									
83,484	85,096	001-161-5101-000000	TOWN CLERK				85,937	85,937	85,937
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time Town Clerk (37.5 hrs)	1		85,937			
38,228	45,604	001-161-5108-000000	ASST. TOWN CLERK				48,268	48,268	48,268
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time Assistant (37.5 hrs)	1		48,268			
32,501	33,725	001-161-5201-000000	SENIOR CLERK				33,345	33,345	33,345
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time Senior Clerk (35 hrs)	1		33,345			
3,000	3,500	001-162-5100-000000	REGISTRARS				3,500	3,500	3,500
			Description	Quantity	Cost Per Item	Total Cost			
			Stipend-3 Registrars @\$500	3	\$500.00	1,500			
			Stipend-1 Registrar(Town Clerk) @ \$2,000	1	\$2,000.00	2,000			
10,985	8,500	001-162-5301-000000	ELECTION CLERKS				25,500	25,500	25,500
			Description	Quantity	Cost Per Item	Total Cost			
			Mult Election Workers/Constables-3 Elections, 2 Town Mtgs, Early voting, Addtl Hours	1	\$25,500.00	25,500			
168,198	176,425		Total Salaries				196,550	196,550	196,550
SERVICES & SUPPLIES									
141	1,125	001-161-5431-000000	EQUIPMENT MAINTENANCE				1,125	1,125	1,125
			Description	Quantity	Cost Per Item	Total Cost			
			AccuVote Optical Scanners annual maintenance	5	\$225.00	1,125			
9,690	7,105	001-161-5501-000000	SUPPLIES & MISC				9,060	8,000	8,000
			Description	Quantity	Cost Per Item	Total Cost			
			Annual Street Listing Books Printing	1	\$800.00	800			
			AccuVote-Programming Memory Cards and Printing Ballots for Town Election	1	\$3,000.00	3,000			
			Accuvote-Programming Memory Cards for State Primary and State Election	2	\$1,500.00	3,000			
			Programming Automark Voting System for Town Election	1	\$1,000.00	1,000			
			Various Election Supplies	1	\$750.00	750			
			Advertisement Expenses for Election Information	2	\$100.00	200			
			Worcester County Town Clerk Association membership fees	1	\$25.00	25			
			MTCA membership fees	1	\$100.00	100			
			New England Town Clerk Association membership fees	1	\$25.00	25			
			IIMC membership fees	1	\$160.00	160			
712	1,025	001-161-5602-000000	TRAVEL				1,025	1,025	1,025
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage and Lodging for 3 MA Town Clerk Conferences	3	\$175.00	525			
			Mileage for 2 Worcester County Town Clerk Conferences	2	\$50.00	100			
			Mileage and Lodging for 1 New England Town Clerk Conferences	1	\$300.00	300			
			Mileage Reimbursement for Trainings, Meetings, and Election Day Travel to Polls	200	\$0.50	100			
545	780	001-161-5613-000000	BONDS & EDUCATION				780	780	780
			Description	Quantity	Cost Per Item	Total Cost			
			SURETY BONDS for Town Clerk and Asst Town Clerk	2	\$105.00	210			
			Conference Registration Fee MA Town Clerk	3	\$100.00	300			
			Conference Registration Fee Worcester County	2	\$35.00	70			
			Conference Registration Fee New England	1	\$200.00	200			

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
1,756	2,000	001-162-5419-000000	OUTSIDE DETAIL FOR ELECTIONS					6,000	4,000	4,000
			Description	Quantity	Cost Per Item	Total Cost				
			Police Outside Details for Elections	6	\$1,000.00	6,000				
1,177	600	001-162-5510-000000	ELECTION LUNCHES					1,800	1,800	1,800
			Description	Quantity	Cost Per Item	Total Cost				
			Election Lunches/Dinners for Election Workers/Constables	3	\$600.00	1,800				
14,021	12,635		Total Service & Supplies				19,790	16,730	16,730	
182,219	189,060			Total Town Clerk			216,340	213,280	213,280	

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
LAND MANAGEMENT SALARIES									
1,125	1,500	001-170-5100-000000	BOARD OF HEALTH/INSPECTIONAL SERVICES:						
			BOARD OF HEALTH						
			Description	Quantity	Cost Per Item	Total Cost	1,500	1,500	1,500
			3 Member Board \$500 Annual Stipend paid in December/June	3	\$500.00	1,500			
29,395	36,650	001-170-5102-000000	BLDG COMMISSIONER				35,100	35,100	35,100
			Description	Quantity	Cost Per Item	Total Cost			
			Commissioner-19 Hours per Week			35,100			
38,348	40,785	001-170-5104-000000	BOH INSPECTOR				41,452	41,452	41,452
			Description	Quantity	Cost Per Item	Total Cost			
			BOH Inspector-20 Hours per Week			41,452			
38,534	40,008	001-170-5201-000000	BOH Administrative Assistant				44,600	41,626	41,626
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time BOH Administrative Assistant - 37.5 hrs			44,600			
			*Reclassify as BOH Administrative Assistant; increase hrs from 35 to 37.5 to 44,500						
			PLANNING:						
			PLANNER						
			Description	Quantity	Cost Per Item	Total Cost			
			Currently No Planner			-			
750	48,130	001-171-5108-000000	PLANNING ASSISTANT/OFFICE MANAGER				49,930	49,930	49,930
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Planning Assistant-Increased to 40 hrs/week)			49,930			
10,628	8,517	001-171-5201-000000	SENIOR CLERK				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
29,307	001-171-5301-000000		JUNIOR CLERK				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			PT Clerical Support Staff			-			
			ZONING:						
2,657	6,388	001-173-5201-000000	SENIOR CLERK				13,338	13,338	13,338
			Description	Quantity	Cost Per Item	Total Cost			
			0.8 FTE Full Time Clerk-30 Hours per Week (Split Cost with Zoning Clerk Acct #)			13,338			
150,744	181,978		Total Salaries				185,920	182,946	182,946
SERVICES & SUPPLIES									
			BOARD OF HEALTH/INSPECTIONAL SERVICES:						
30	-	001-170-5400-000000	TEST/LAB INSPECTIONS						
			Description	Quantity	Cost Per Item	Total Cost			
6,795	9,280	001-170-5423-000000	PROFESSIONAL SERVICES				10,000	9,300	9,300
			Description	Quantity	Cost Per Item	Total Cost			
			Stephen Garabedian-Food Inspections			7,000			
			Town of Sutton-Nursing Services			3,000			
440	400	001-170-5501-000000	SUPPLIES & MISC				303	303	303
			Description	Quantity	Cost Per Item	Total Cost			
			Graphic Enterprises-Special Forms (eliminate)			-			
			Creative Services-Special Forms			120			
			Hobbs & Warren-Special Forms (eliminate)			-			
			Tri-Cor Direct - special Forms			43			
			Valley Printing - special Forms			140			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
1,911	1,950	001-170-5602-000000	TRAVEL				2,000	1,950	1,950
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage Reimbursement-Local Inspections			2,000			
			Mileage Reimbursement, Tolls, Parking, etc-Conferences, Training, and Meetings			-			
683	465	001-170-5613-000000	EDUCATION & DUES				505	505	505
			Description	Quantity	Cost Per Item	Total Cost			
			Umass Conference			-			
			International Code Council			135			
			MAHB FY19			150			
			IAPMO - Plumbing Inspector Continuing Ed			220			
11,797	10,450	001-171-5423-000000	PLANNING: PROFESSIONAL SERVICES				10,000	2,500	2,500
			Description	Quantity	Cost Per Item	Total Cost			
			Town of Dudley-Planning Services (N/A)			-			
			B.A.S. DJ-Audio/Visual for Meeting (N/A)			-			
			Planimetrics-Master Plan Study, etc. (N/A)			-			
			Other Misc. Professional Services			10,000			
-	100	001-171-5442-000000	PLANS & DEEDS				100	100	100
			Description	Quantity	Cost Per Item	Total Cost			
			Worcester Registry of Deeds-Plans/Deeds			100			
3,646	3,557	001-171-5443-000000	CMRPC				4,000	3,900	3,900
			Description	Quantity	Cost Per Item	Total Cost			
			CMRPC Assessment			4,000			
			*FY18 was \$3736.80 - increases every year			-			
92	291	001-171-5501-000000	SUPPLIES & MISC				291	291	291
			Description	Quantity	Cost Per Item	Total Cost			
			Hobbs & Warren-Special Forms			291			
-	100	001-171-5602-000000	TRAVEL				100	100	100
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage Reimbursement			100			
197	130	001-171-5607-000000	ADVERTISING				300	300	300
			Description	Quantity	Cost Per Item	Total Cost			
			Telegram-Advertising			300			
			*increase for potential FY19 zoning by-law amendments			-			
-	250	001-171-5613-000000	EDUCATION & DUES				250	250	250
			Description	Quantity	Cost Per Item	Total Cost			
			Conferences, Training, and Meetings			250			
			Association Dues			-			
-	100	001-173-5602-000000	ZONING: TRAVEL				100	100	100
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage Reimbursement			100			
-	250	001-173-5613-000000	EDUCATION & DUES				250	250	250
			Description	Quantity	Cost Per Item	Total Cost			
			Conferences, Training, and Meetings			250			
			Association Dues			-			
25,591	27,323		Total Service & Supplies				28,199	19,849	19,849
176,335	209,301		Total Land Management				214,119	202,795	202,795

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
MEMORIAL HALL										
-	8,011	001-192-5301-000000	FLOATING SENIOR CLERK					8,927	-	-
			Description	Quantity	Cost Per Item	Total Cost				
			PT Floating Clerical Support Staff (Intern)			8,927				
631	6,736	001-192-5130-000000	OVERTIME/ADDTL HOURS					5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost				
			Multi-Department-Employees OT (Over 40 hours/week)			5,000				
631	14,747		Total Salaries					13,927	5,000	5,000
SERVICES & SUPPLIES										
-	-	001-192-5403-000000	ELECTRICITY					-	20,000	20,000
			Description	Quantity	Cost Per Item	Total Cost				
			National Grid	1	\$15,000.00	15,000				
363	557	001-192-5405-000000	WATER/SEWER					545	545	545
			Description	Quantity	Cost Per Item	Total Cost				
			Aquarion-Water Usage	4	\$80.00	320				
			Septic Tank Pumping	1	\$225.00	225				
5,909	7,458	001-192-5426-000000	FUEL (HEATING & GENERATOR)					6,400	6,400	6,400
			Description	Quantity	Cost Per Item	Total Cost				
			National Grid-Natural Gas	12	\$500.00	6,000				
			Peterson Oil-Generator Diesel	200	\$2.00	400				
1,155	4,148	001-192-5431-000000	EQUIPMENT MAINTENANCE					3,732	3,732	3,732
			Description	Quantity	Cost Per Item	Total Cost				
			American Alarm-Alarm Maintenance	4	\$115.89	464				
			Neopost-Mail Room Meter Rental	1	\$918.00	918				
			Neopost-Mail Room Meter Chips	-	\$0.00	-				
			Neopost-Mail Room Scale and Base Maintenance	1	\$1,750.00	1,750				
			Typeewriter Maintenance	1	\$100.00	100				
			Shredder Maintenance	1	\$100.00	100				
			Tower Clock Mainenance	2	\$200.00	400				
17,044	20,412	001-192-5501-000000	SUPPLIES & MISC					15,163	15,000	15,000
			Description	Quantity	Cost Per Item	Total Cost				
			Calendars, Desk & Wall	1	\$500.00	500				
			Copy Paper 8.5x11 - Case	100	\$33.00	3,300				
			Copy Paper 8.5x14 - Case	20	\$69.99	1,400				
			Copy Paper 11x17 - Case	20	\$39.99	800				
			Colored Copy Paper - Ream	20	\$6.00	120				
			Bond Paper	5	\$11.00	55				
			Card Stock-All Colors	10	\$20.00	200				
			Envelopes-#10 Standard Laser - 100/Box	20	\$7.99	160				
			Envelopes-6x9 Brown - 100/Box	2	\$10.09	20				
			Envelopes-9x12 Brown - 100/Box	15	\$7.59	114				
			Envelopes-10x13 Brown - 100/Box	15	\$10.49	157				
			Envelopes-12x15 Brown - 100/Box	10	\$18.09	181				
			Envelopes-Specialty 10x13 Tyveck - 50/Box	1	\$36.99	37				
			Notebook Binders-0.5"	12	\$2.99	36				
			Notebook Binders-1"	40	\$2.99	120				
			Notebook Binders-1.5"	50	\$2.99	150				
			Notebook Binders-2"	60	\$3.99	239				
			Notebook Binders-3"	36	\$7.79	280				
			Notebook Binders-4"	24	\$13.99	336				
			Adding Machine Rolls - 50/Box	1	\$30.00	30				
			Labels (Filing, mailing, etc)	20	\$20.00	400				
			Sheet Protectors-Regular Weight - 100/Box	4	\$5.89	24				
			Sheet Protectors-Heavy Duty Weight - 50/Box	4	\$13.76	55				
			Laminating Sheets - 10/Pk	10	\$8.99	90				
			Comb. Bind Products	1	\$100.00	100				
			Hanging Files-Standard - 25/Box	5	\$5.79	29				
			Hanging Files-Specialty-2" - 25/Box	4	\$26.99	108				
			Hanging Files-Specialty-3" - 25/Box	3	\$30.99	93				
			File Folders Manilla - 100/Box	5	\$4.53	23				

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
			File Folders Expandable 2" - 25/Box	16	\$23.99	384				
			File Folders Fastener Style - 25/Box	2	\$9.99	20				
			File Folders Colored - 100/Box	8	\$12.79	102				
			Other Miscellaneous Town Clerk Supplies	1	\$500.00	500				
			Other Miscellaneous Non-Specific Supplies, ex. Notebooks, Stenos, pens, scotch tape, scissors, sharpeners, post it notes, message books, whiteouts, glue stick, erasers, staples, rubber bands, paper clips, etc.	1	\$5,000.00	5,000				
21,953	41,880	001-192-5504-000000	POSTAGE RELATED				41,895		35,000	35,000
			Description	Quantity	Cost Per Item	Total Cost				
			Postage-All Town Related Mailings	1	\$37,000.00	37,000				
			Mail Quick Labels-Postage Machine Meter Tape	2	\$80.00	160				
			U-line-Bulk mail strapping per USPO	2	\$55.00	110				
			Neopost-Ink for Mail Meter	2	\$200.00	400				
			USPO-1st Class Presort Permit	1	\$225.00	225				
			USPS-Census related	1	\$2,500.00	2,500				
			LHS-Census by Mail	1	\$1,500.00	1,500				
46,424	74,455		Total Service & Supplies				67,735		80,677	80,677
			CAPITAL OUTLAY							
		001-192-5840-000000	IMPROVEMENTS							
			Description	Quantity	Cost Per Item	Total Cost				
		001-192-5845-000000	EQUIPMENT							
			Description	Quantity	Cost Per Item	Total Cost				
			Total Capital Outlay							
47,055	89,202		Total Memorial Hall				81,662		85,677	85,677

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDATION	FY19 FINCOM
132,299	115,000	001-210-5101-000000	POLICE CHIEF					123,709	123,709	123,709
			Description 1.0 FTE Police Chief (Employment Contract with BOS)	Quantity	Cost Per Item	Total Cost				
99,204	97,000	001-210-5102-000000	LIEUTENANT					106,818	98,000	95,000
			Description 1.0 FTE Lieutenant (Pay Plan plus 18.75% Quinn)	Quantity	Cost Per Item	Total Cost				
257,869	335,274	001-210-5111-000000	SERGEANTS					342,885	252,885	252,885
			Description 4.0 FTE Sergeants	Quantity	Cost Per Item	Total Cost				
963,601	1,034,862	001-210-5112-000000	PATROL OFFICERS					1,137,939	1,085,939	1,085,939
			Description 18.0 FTE Officers	Quantity	Cost Per Item	Total Cost				
191,149	242,243	001-210-5116-000000	DISPATCHERS					252,754	252,754	252,754
			Description 5.0 FTE Dispatchers	Quantity	Cost Per Item	Total Cost				
52,644	45,000	001-210-5118-000000	PART-TIME INTERMITTENTS					45,000	40,000	40,000
			Description Part Time Intermittents	Quantity	Cost Per Item	Total Cost				
20,306	15,000	001-210-5119-000000	PART-TIME DISPATCHERS					30,000	22,000	22,000
			Description Part Time Dispatchers	Quantity	Cost Per Item	Total Cost				
5,710	5,736	001-210-5124-000000	STIPENDS					5,736	5,736	5,736
			Description Stipends for 560 CMR 5, Primary CJIS, Alternate CJIS	Quantity	Cost Per Item	Total Cost				
139,573	80,000	001-210-5130-000000	OVERTIME					140,000	100,000	100,000
			Description Overtime for Officers/Sergeants	Quantity	Cost Per Item	Total Cost				
1,238	36,150	001-210-5131-000000	DISPATCHERS' O.T./HOLIDAY					36,634	36,634	36,634
			Description 12 Holidays for 5 FT Dispatchers Overtime for Dispatchers	Quantity	Cost Per Item	Total Cost				
12,282	10,000	001-210-5132-000000	COMP TIME OT(POLICE)					40,000	10,000	10,000
			Description Comp Time Overtime for Officers/Sergeants	Quantity	Cost Per Item	Total Cost				
15,997	10,000	001-210-5133-000000	COMP TIME OT(DISPATCH)					30,000	10,000	10,000
			Description Comp Time Overtime for Dispatchers	Quantity	Cost Per Item	Total Cost				
18,000	24,000	001-210-5140-000000	FITNESS					24,000	24,000	24,000
			Description 20 FT Officers Fitness Stipend	Quantity	Cost Per Item	Total Cost				
55,024	62,876	001-210-5141-000000	HOLIDAY					68,162	68,162	68,162
			Description 12 Holidays for 20 FT Officers	Quantity	Cost Per Item	Total Cost				
11,996	10,000	001-210-5142-000000	COURT					22,000	12,000	12,000
			Description	Quantity	Cost Per Item	Total Cost				

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDATION	FY19 FINCOM
56,983	53,411	001-210-5108-000000	ADMINISTRATIVE ASSISTANT					61,670	61,670	61,670
			Description	Quantity	Cost Per Item	Total Cost				
			1 Full Time Administrative Assistant			61,670				
8,897	001-210-5201-000000	PT CLERICAL					12,156	12,156	12,156	
			Description	Quantity	Cost Per Item	Total Cost				
			PT Clerical Support			12,156				
2,033,875	2,185,449		Total Salaries			2,479,463	2,215,645	2,212,645		
			SERVICES & SUPPLIES							
			ELECTRICITY					22,000	22,000	
			Description	Quantity	Cost Per Item	Total Cost				
			National Grid	1	\$12,000.00	12,000				
2,856	2,200	001-210-5405-000000	WATER/SEWER				3,200	3,000	3,000	
			Description	Quantity	Cost Per Item	Total Cost				
			Aquarion-Water Usage	4	\$600.00	2,400				
			Town of Oxford-Sewer Usage	4	\$200.00	800				
6,780	7,100	001-210-5426-000000	FUEL (HEATING & GENERATOR)				8,900	7,100	7,100	
			Description	Quantity	Cost Per Item	Total Cost				
			National Grid-Natural Gas	12	\$700.00	8,400				
			Peterson Oil - for generator	1	\$500.00	500				
27,301	12,500	001-210-5429-000000	VEHICLE MAINTENANCE				22,560	12,500	12,500	
			Description	Quantity	Cost Per Item	Total Cost				
			Miscellaneous Vehicle Maintenance	1	22,560	22,560				
8,997	2,000	001-210-5436-000000	PHYSICALS				9,416	4,000	4,000	
			Description	Quantity	Cost Per Item	Total Cost				
			Commonwealth of MA	8	\$150.00	1,200				
			Direct Decision Institute	7	\$400.00	2,800				
			All One Health-Physicals	7	\$650.50	4,554				
			Health Resources-Physicals	5	\$172.50	863				
42,118	14,000	001-210-5501-000000	SUPPLIES & MISC				14,400	14,000	14,000	
			Description	Quantity	Cost Per Item	Total Cost				
			Miscellaneous Supplies	12	\$1,200.00	14,400				
28,979	24,000	001-210-5512-000000	UNIFORMS				27,025	24,000	24,000	
			Description	Quantity	Cost Per Item	Total Cost				
			5 FT Dispatcher Uniform Allowance	5	\$525.00	2,625				
			20 FT Officers Uniform Allowance	20	\$900.00	18,000				
			Chief Uniform Allowance	1	\$1,000.00	1,000				
			Lieutenant Uniform Allowance	1	\$1,000.00	1,000				
			PT Dispatchers and Officers Uniform Allowance	1	\$4,400.00	4,400				
560	300	001-210-5514-000000	PRISONERS FOOD				600	600	600	
			Description	Quantity	Cost Per Item	Total Cost				
			Food for Prisoner's	1	\$600.00	600				
4,695	4,000	001-210-5606-000000	DUES				4,962	4,962	4,962	
			Description	Quantity	Cost Per Item	Total Cost				
			MA Chiefs of Police Association Annual Dues	1	\$934.00	934				
			Central Mass Law Enforcement Dues	1	\$750.00	750				
			LOGINIAACP NET	1	\$975.00	975				
			NESPIN	1	\$150.00	150				
			ZETX, Inc	1	\$1,500.00	1,500				
			Swiftec IT Inc	1	\$72.00	72				
			APCO International	1	\$331.00	331				
			MCSA	1	\$100.00	100				
			Central Mass Chief of Police Assoc	1	\$150.00	150				
3,804	750	001-210-5613-000000	EDUCATION				13,000	4,500	4,500	
			Description	Quantity	Cost Per Item	Total Cost				
			APCO INTERNATIONAL	1	\$0.00	-				
			ZETEX	10	\$0.00	-				
			Municipal Police Institute	1	\$2,000.00	2,000				
			Specialized Classes	1	\$11,000.00	11,000				
4,276	6,600	001-210-5701-000000	TRAINING				8,500	5,000	5,000	

FY17 Actual	FY18 Budget	Account	Account Description	Quantity	Cost Per Item	Total Cost	FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDATION	FY19 FINCOM
			Description						
			Commonwealth of MA	2	\$3,000.00	6,000			
			Municipal Police Institute	1	\$2,500.00	2,500			
			Law-Tech Consultants	0	\$0.00	-			
130,366	73,450		Total Service & Supplies			112,563	101,662	101,662	
			CAPITAL OUTLAY						
		001-210-5840-000000	IMPROVEMENTS & REPAIRS						
			Description	Quantity	Cost Per Item	Total Cost			
116,599	90,000	001-210-5845-000000	EQUIPMENT/CRUISERS			123,200	113,200	113,200	
			Description						
			2 Cruisers w/ Accessories	2	\$55,000.00	110,000			
			Motorola Portable Radio APX 6000Li	4	\$3,300.00	13,200			
116,599	90,000		Total Capital Outlay			123,200	113,200	113,200	
2,280,839	2,348,899		Total Police			2,715,226	2,430,507	2,427,507	

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
EMS/FIRE									
100,971	102,924	001-230-5101-000000	CHIEF				111,726	102,415	102,415
			Description	Quantity	Cost Per Item	Total Cost			
			1 1.0 FTE EMS/FIRE Chief			111,726			
82,090	82,090	001-230-5102-000000	DEPUTY CHIEF				79,879	79,879	79,879
			Description	Quantity	Cost Per Item	Total Cost			
			1 1.0 FTE Deputy Chief			79,879			
2,607	2,607	001-230-5104-000000	ALS COORDINATOR STIPEND				3,389	3,389	3,389
			Description	Quantity	Cost Per Item	Total Cost			
			1 Stipend for ALS Coordinator	52.14	\$65.00	3,389			
119,823	144,156	001-230-5108-000000	CAPTAIN/PARAMEDICS				78,852	78,852	78,852
			Description	Quantity	Cost Per Item	Total Cost			
			1 1.0 FTE Captain/Paramedics			78,852			
26,312	68,421	001-230-5111-000000	LIEUTENANT/PARAMEDIC				211,062	211,062	211,062
			Description	Quantity	Cost Per Item	Total Cost			
			3 3.0 FTE Lieutenant/Paramedic			211,062			
103,735	250,350	001-230-5112-000000	FF/PARAMEDIC				183,465	183,465	183,465
			Description	Quantity	Cost Per Item	Total Cost			
			3 3.0 FTE FF/Paramedics			183,465			
			**Andexler will become a medic Prior to FY19, making the total 4						
188,782	61,041	001-230-5113-000000	EMS/FIRE-BASIC/CAPTAIN				66,506	66,506	66,506
			Description	Quantity	Cost Per Item	Total Cost			
			1 1.0 FTE Captain/Advanced			66,506			
137,874	112,535	001-230-5114-000000	FF/ADVANCED				126,638	126,638	126,638
			Description	Quantity	Cost Per Item	Total Cost			
			2 2.0 FTE FF/Advanced			126,638			
124,404	114,297	001-230-5115-000000	FF/BASICS				247,917	226,917	226,917
			Description	Quantity	Cost Per Item	Total Cost			
			6 3.0 FTE FF/Basics plus two positions for SAFER match			247,917			
			4 FTE Basics, plus 2 safer. **Andexler will become a medic making this 3 basics plus 2 SAFER						
122,922	75,000	001-230-5120-000000	PART TIME FIRE/EMS				50,000	50,000	50,000
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time EMS/Fire - Training, Call Backs, Shift Cover	1	\$50,000.00	50,000			
2,607	4,607	001-230-5124-000000	FIRE STIPENDS				3,389	3,389	3,389
			Description	Quantity	Cost Per Item	Total Cost			
			1 Stipend for Fire Inspector	52.14	\$65.00	3,389			
			Stipends for Call/Stand by EMS/Fire	1	\$46,000.00	46,000	Not needed	Not needed	
			Stipends for Call EMT's	1	\$17,000.00	17,000	Not needed	Not needed	

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
136,389	35,000	001-230-5130-000000	OVERTIME/HOLIDAY				120,000	100,000	100,000
Description Quantity Cost Per Item Total Cost									
OT 1 \$80,000.00 80,000									
Holiday 1 \$40,000.00 40,000									
8,800	12,000	001-230-5140-000000	FITNESS				12,000	12,000	12,000
Description Quantity Cost Per Item Total Cost									
15 Fitness Stipends 15 \$800.00 12,000									
51,116	51,911	001-230-5201-000000	ADMINISTRATIVE ASSISTANT				54,998	54,998	54,998
Description Quantity Cost Per Item Total Cost									
1 1.0 FTE Administrative Assistant 1 54,998 54,998									
-	8,353	001-230-5301-000000	PT CLERICAL				8,437	8,437	8,437
Description Quantity Cost Per Item Total Cost									
0.25 FTE Clerical Support 8,437 8,437									
1,126,342	1,125,292		19 Total Salaries				1,358,258	1,307,947	1,307,947
SERVICES & SUPPLIES									
ELECTRICITY									
Description Quantity Cost Per Item Total Cost									
National Grid - All locations 1 \$6,000.00 6,000									
854	800	001-230-5405-00000	WATER/SEWER				874	874	874
Description Quantity Cost Per Item Total Cost									
Aquarion-Water Service-North Station 686									
Aquarion-Water Service-Headquarters 188									
-	4,200	001-230-5423-000000	MEDICAL DIRECTION				5,200	5,200	5,200
Description Quantity Cost Per Item Total Cost									
Required Fee to Affiliated Hospital for each ALS EMT 1 \$5,200.00 5,200									
10,824	15,500	001-230-5426-000000	FUEL (HEATING & GENERATOR)				11,700	11,700	11,700
Description Quantity Cost Per Item Total Cost									
North Station-Oil for Heat 2,500									
North Station-Propane for Generator 2,100									
Headquarters Annex-Propane for Heat 600									
Headquarters-Natural Gas for Heat 6,000									
Headquarters-Propane for Generator 500									
3,884	001-230-5428-000000	CUSTODIAL SERVICES					5,900	4,000	4,000
Description Quantity Cost Per Item Total Cost									
Miscellaneous Custodial Services 1 \$1,500.00 1,500									
Tank Pump Out 2 2,200 4,400									
6,425	5,900	001-230-5430-000000	BIO-MEDICAL MAINTENANCE				6,700	6,700	6,700
Description Quantity Cost Per Item Total Cost									
Preventative Maintenance for Cardiac Monitors and Dr 1 \$6,700.00 6,700									

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
38,301	33,326	001-230-5431-000000	EQUIPMENT MAINTENANCE				40,000	35,000	35,000
Description									
Miscellaneous Equipment Maintenance									
			Quantity	Cost Per Item	Total Cost				
			1	\$40,000.00	40,000				
3,841	2,000	001-230-5435-000000	AERIAL & LADDER INSPECTIONS				7,800	3,900	3,900
Description									
NFPA Required Pump and Aerial Annual Testing									
Hose/Ground Ladder testing									
			Quantity	Cost Per Item	Total Cost				
			1	\$3,900.00	3,900				
			1	\$3,900.00	3,900				
373	1,000	001-230-5436-000000	PHYSICALS/PHYSICAL ABILITIES TESTS				2,750	1,750	1,750
Description									
Physicals									
Physical Abilities Testing									
			Quantity	Cost Per Item	Total Cost				
			2	\$1,000.00	2,000				
			5	\$150.00	750				
28,897	22,000	001-230-5437-000000	AMBULANCE BILLING				30,000	30,000	30,000
Description									
NEMB-Ambulance Billing Company									
			Quantity	Cost Per Item	Total Cost				
			1	\$30,000.00	30,000				
4,938	4,500	001-230-5445-000000	CMED RADIO				5,000	5,000	5,000
Description									
Dues for Radio Communications between Ambulances									
			Quantity	Cost Per Item	Total Cost				
			1	\$5,200.00	5,000				
3,637	3,000	001-230-5501-000000	SUPPLIES & MISC				3,850	3,850	3,850
Description									
Petty Cash									
Drinking Water									
Office Supplies									
Copier Lease / Usage									
Shredding									
EZ Pass									
11,051	11,400	001-230-5512-000000	UNIFORMS				19,100	15,000	15,000
Description									
17 Uniform Allowance									
Part Time Uniform Shirts, Badges, T-Shirts for Part Time									
New Hires									
			Quantity	Cost Per Item	Total Cost				
			17	\$ 900.00	15,300				
			1	\$ 1,000.00	1,000				
			2	\$ 1,400	2,800				
-	800	001-230-5515-000000	FOOD AT INCIDENTS				300	300	300
Description									
Water, Food and Canteen for Large Incidents									
			Quantity	Cost Per Item	Total Cost				
					300				
303	700	001-230-5516-000000	OXYGEN				700	700	700
Description									
Oxygen									
			Quantity	Cost Per Item	Total Cost				
					700				
32,435	24,000	001-230-5517-000000	MEDICAL SUPPLIES				33,000	32,500	32,500
Description									
Miscellaneous Medical Supplies									
			Quantity	Cost Per Item	Total Cost				
			1	\$ 33,000.00	33,000				
1,639	5,000	001-230-5518-000000	PROTECTIVE CLOTHING				11,200	11,200	11,200
Description									
Turn Out Gear									
			Quantity	Cost Per Item	Total Cost				
			4	\$ 2,800.00	11,200				

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
6,959	3,000	001-230-5519-000000	SAFETY & SURVIVAL EQUIPMENT				7,500	5,900	5,900
Description Quantity Cost Per Item Total Cost									
SCBA Repairs and Maintenance 1 \$ 750.00 750									
SCBA Flow Testing Maching Calibration 1 \$ 800.00 800									
Multi Gas Meter Calibration and Filter Replacement 1 \$ 1,350.00 1,350									
Firefighting Foam 20 \$ 100.00 2,000									
Misc. FF Tools, Repairs, Speedy Dry, etc 1 \$ 2,600.00 2,600									
11,005	7,800	001-230-5613-000000	TRAINING, EDUCATION & DUES				9,850	7,350	7,350
Description Quantity Cost Per Item Total Cost									
Fire Codes 1 \$1,350.00 1,350									
SCBA Certification 1 \$1,000.00 1,000									
Misc. Training 1 \$7,500.00 7,500									
500	1,000	001-230-5622-000000	TUITION REIMBURSEMENT				1,500	1,500	1,500
Description Quantity Cost Per Item Total Cost									
Tuition Reimbursement for EMT Certifications 10 \$150.00 1,500									
1,200	1,200	001-230-5624-000000	INSPECTIONS				1,800	1,800	1,800
Description Quantity Cost Per Item Total Cost									
Ambulance Licensing Inspections 3 \$600.00 1,800									
-	300	001-230-5625-000000	EXPLORER PROGRAM				500	500	500
Description Quantity Cost Per Item Total Cost									
BSA Dues, Uniforms, Badges 1 \$500.00 500									
167,066	147,426		Total Service & Supplies				205,224	196,724	196,724
CAPITAL OUTLAY									
001-230-5840-000000									
IMPROVEMENTS & REPAIRS									
Description Quantity Cost Per Item Total Cost									
0 \$0.00 -									
1,500	001-230-5845-000000		SPECIALTY TEAM EQUIPMENT				21,500	20,000	20,000
Description Quantity Cost Per Item Total Cost									
Regional Team Equipment 1 \$1,500.00 1,500									
Radios 20 \$1,000.00 20,000									
-	1,500		Total Capital Outlay				21,500	20,000	20,000
1,293,408	1,274,218		Total EMS-FIRE				1,584,982	1,524,671	1,524,671

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
EMERGENCY OPERATIONS CENTER (EOC)										
729	-	001-231-5101-000000	EMD STIPEND	Description	Quantity	Cost Per Item	Total Cost	-	-	-
				Emergency Management Director Stipend						
889	-	001-231-5102-000000	SECTION CHIEFS/OFFICERS	Description	Quantity	Cost Per Item	Total Cost	-	-	-
963	-	001-231-5108-000000	DEPUTY EMD STIPEND	Description	Quantity	Cost Per Item	Total Cost	-	-	-
				Part Time Deputy Emergency Management Director						
2,581	-		Total Salaries					-	-	-
SERVICES & SUPPLIES										
-	500	001-231-5515-000000	FOOD FOR INCIDENTS	Description	Quantity	Cost Per Item	Total Cost	500	250	250
				Food during EOC Incidents for EOC Staff	1	\$500.00	500			
930	1,232	001-231-5500-000000	EMD-SUPPLIES & MISC	Description	Quantity	Cost Per Item	Total Cost	500	250	250
				Supplies for Use by EOC Staff during Incidents (Paper Goods, Copy Paper, Electronics, etc)	1	\$500.00	500			
-	001-231-5613-000000		TRAINING & EDUCATION	Description	Quantity	Cost Per Item	Total Cost	-	-	-
				Training for EOC Staff						
930	1,732		Total Service & Supplies					1,000	500	500
CAPITAL OUTLAY										
-	001-231-5840-000000		IMPROVEMENTS & REPAIRS	Description	Quantity	Cost Per Item	Total Cost	-	-	-
1,200	001-231-5845-000000		EQUIPMENT	Description	Quantity	Cost Per Item	Total Cost	-	-	-
				Laptop Replacement						
-	1,200		Total Capital Outlay					-	-	-
3,511	2,932		Total EOC					1,000	500	500

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
ANIMAL CONTROL										
35,073	38,542	001-292-5112-000000	ANIMAL CONTROL OFFICER					38,917	38,917	38,917
			Description	Quantity	Cost Per Item	Total Cost				
			Full Time ACO	1		38,917				
2,609	5,400	001-292-5108-000000	ASSISTANT ACO/CALL ACO					5,400	-	5,400
			Description	Quantity	Cost Per Item	Total Cost				
			Part Time Assistant/Call ACO			5,400				
2,401	2,000	001-292-5301-000000	ANIMAL CONTROL CLERICAL SUPPORT					2,500	-	2,500
			Description	Quantity	Cost Per Item	Total Cost				
			Part Time Clerical Support Staff			2,500				
40,083	45,942		Total Salaries					46,817	38,917	46,817
SERVICES & SUPPLIES										
220	200	001-292-5405-000000	WATER/SEWER					260	-	260
			Description	Quantity	Cost Per Item	Total Cost				
			Aquarion-Water	4	\$65.00	260				
2,423	2,820	001-292-5419-000000	VETERINARY SERVICES					3,000	-	3,000
			Description	Quantity	Cost Per Item	Total Cost				
			Various Veterinary Services	12	\$250.00	3,000				
493	1,254	001-292-5423-000000	PROFESSIONAL SERVICES					1,482	-	1,482
			Description	Quantity	Cost Per Item	Total Cost				
			FTB Security Systems	4	\$114.00	456				
			Inserv	1	\$150.00	150				
			Pratt Rubbish	12	\$73.00	876				
1,298	1,050	001-292-5426-000000	FUEL (HEATING & GENERATOR)					1,050	-	1,050
			Description	Quantity	Cost Per Item	Total Cost				
			Osterman Propane-Propane Tanks	7	\$150.00	1,050				
1,000	1,500	001-292-5429-000000	VEHICLE MAINTENANCE					1,500	-	1,500
			Description	Quantity	Cost Per Item	Total Cost				
			ACO Vehicle Maintenance (Inspection Sticker, Tires, etc)	1	\$1,500.00	1,500				
1,627	1,600	001-292-5500-000000	SUPPLIES & MISC					1,700	-	1,700
			Description	Quantity	Cost Per Item	Total Cost				
			UPS Store	5	\$60.00	300				
			Inform Business Systems-Forms/Notices	1	\$100.00	100				
			Other Misc. Supplies	1	\$1,300.00	1,300				
-	609	001-292-5501-000000	LICENSING EXPENSES					1,000	-	1,000
			Description	Quantity	Cost Per Item	Total Cost				
			Tags	1	\$1,000.00	1,000				
-	100	001-292-5512-000000	UNIFORMS					200	-	200
			Description	Quantity	Cost Per Item	Total Cost				
			Clothing for ACO's	1	\$200.00	200				
164	200	001-292-5701-000000	TRAINING					600	-	600
			Description	Quantity	Cost Per Item	Total Cost				
			Cape Wildlife Center Training	1	\$100.00	100				
			Central Mass Disaster Animal Rescue Training	1	\$100.00	100				
			ACO Academy	1	\$400.00	400				
7,225	9,333		Total Service & Supplies					10,792	-	10,792

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
CAPITAL OUTLAY										
001-292-5845-000000		EQUIPMENT						39,058	-	-
		Description		Quantity	Cost Per Item	Total Cost				
		Ford 150 XL 4x4 Super Crew Magnetic Metallic		1	\$39,057.85	\$39,057.85				
-	-	Total Capital Outlay					39,058	-	-	-
47,308	55,275		Total Animal Control				96,667	38,917	57,609	

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
PUBLIC WORKS									
ADMINISTRATION:									
90,939	91,879	001-421-5101-000000	DIRECTOR				97,486	97,486	97,486
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Director (2 Hours / Week Charged to Sewer)			97,486			
67,305	63,712	001-421-5102-000000	ASSISTANT DPW DIRECTOR (FORMERLY CIVIL ENGINEER)				78,758	78,758	78,758
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Engineer (2 Hours / Week Charged to Sewer)			78,758			
77,449	79,371	001-421-5103-000000	OPERATIONS MANAGER				82,319	82,319	82,319
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Operations Manager			82,319			
-	-	001-421-5104-000000	CIVIL ENGINEER				65,572	52,000	52,000
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Engineer			65,572			
25,686	13,230	001-421-5130-000000	EMERGENCY OVERTIME				11,900	11,900	11,900
			Description	Quantity	Cost Per Item	Total Cost			
			20 OT Hours Annually for 17 Employees			11,900			
36,019	34,929	001-421-5201-000000	ADMINISTRATIVE ASSISTANT				39,731	39,731	39,731
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Administrative Assistant (40 Hours / Week) (2 Hours/Week to Sewer)			39,731			
HIGHWAY:									
62,384	64,544	001-422-5106-000000	WORKING FOREMAN				67,491	67,491	67,491
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Working Foreman			67,491			
208,442	223,432	001-422-5125-000000	HEAVY EQUIPMENT				230,240	230,240	230,240
			Description	Quantity	Cost Per Item	Total Cost			
			5.0 FTE Heavy Equipment Operators			230,240			
2,411	11,458	001-422-5301-000000	PART TIME				11,570	11,570	11,570
			Description	Quantity	Cost Per Item	Total Cost			
			1 Seasonal Laborer 560 Hours Annually			11,570			
SNOW AND ICE:									
104,985	125,000	001-423-5131-000000	WINTER OVERTIME				140,000	125,000	125,000
			Description	Quantity	Cost Per Item	Total Cost			
			200 OT Hours Annually for 20 Employees			140,000			
1,735	16,436	001-423-5301-000000	PART TIME				19,834	19,834	19,834
			Description	Quantity	Cost Per Item	Total Cost			
			3 Seasonal Laborers (Wing) 160 Hours each						
			3 Seasonal Laborers (Drivers) 160 Hours each			19,834			
CEMETERY, PARKS, RECREATION & GROUNDS									
1,000	1,500	001-429-5100-000000	CEMETERY COMMISSIONERS				1,500	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			3 Commissioners Annual Stipend @ \$00 each	3	\$500.00	1,500			
58,445	60,846	001-429-5104-000000	CEMETERY/GROUNDS SUPERINTENDENT				69,514	69,514	69,514
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Superintendant			69,514			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
61,162	63,611	001-429-5106-000000	TREE WARDEN				65,064	65,064	65,064
			Description 1.0 FTE Tree Warden	Quantity	Cost Per Item	Total Cost			
						65,064			
171,908	192,501	001-429-5126-000000	LIGHT EQUIPMENT				194,940	194,501	194,501
			Description 5.0 FTE Light Equipment Operators	Quantity	Cost Per Item	Total Cost			
						194,940			
1,175	2,000	001-429-5130-000000	PARKS & CEMETERY OVERTIME				8,400	8,400	8,400
			Description 40 Hours OT Annually for 6 Employees	Quantity	Cost Per Item	Total Cost			
						8,400			
34,966	89,704	001-429-5301-000000	PART TIME				71,699	71,699	71,699
			Description 2 Seasonal Laborers @ 1,120 Hours, Level 7, Step 10	Quantity	Cost Per Item	Total Cost			
			2 Seasonal Laborers @ 960 Hours, Level 4, Step 5	1	\$46,278.40	46,278			
				1	\$25,420.80	25,421			
74,482	75,937	001-427-5104-000000	FLEET MAINTENANCE: FLEET SUPERINTENDENT				76,688	76,688	76,688
			Description 1.0 FTE Superintendent	Quantity	Cost Per Item	Total Cost			
						76,688			
60,689	61,880	001-427-5108-000000	ASST. MECHANIC				62,506	62,506	62,506
			Description 1.0 FTE Assistant Mechanic	Quantity	Cost Per Item	Total Cost			
						62,506			
620	37,729	001-427-5126-000000	LIGHT EQUIPMENT				38,104	37,729	37,729
			Description 1.0 FTE Light Equipment Operator	Quantity	Cost Per Item	Total Cost			
						38,104			
76,747	73,171	001-419-5102-000000	FACILITIES MAINTENANCE: FACILITIES SUPERINTENDENT				69,513	69,513	69,513
			Description 1.0 FTE Facilities Maintenance Superintendent	Quantity	Cost Per Item	Total Cost			
						69,513			
162,953	186,318	001-419-5104-000000	TECHNICIANS				113,395	113,395	113,395
			Description 2.0 FTE Facility Maintenance Technicians	Quantity	Cost Per Item	Total Cost			
						113,395			
708	1,000	001-419-5130-000000	OVERTIME				4,800	4,800	4,800
			Description Overtime hours for Facility Technicians (Emergency Repairs, Alarm responses, etc)	Quantity	Cost Per Item	Total Cost			
						4,800			
24,145	30,377	001-419-5201-000000	SENIOR CLERK				25,881	25,881	25,881
			Description Part Time Clerical Support (20 Hours / Week)	Quantity	Cost Per Item	Total Cost			
						25,881			
54,316	56,868	001-492-5127-000000	CONSERVATION: CONSERVATION/GIS TECHNICIAN				58,814	58,814	58,814
			Description 1.0 FTE Conservation/GIS Technician	Quantity	Cost Per Item	Total Cost			
						58,814			
1,460,670	1,657,433		Total Salaries				1,705,719	1,676,333	1,676,333
SERVICES & SUPPLIES									
ADMINISTRATION:									
-	-	001-421-5404-000000	ELECTRICITY	Quantity	Cost Per Item	Total Cost	-	81,600	81,600
			Description National Grid - All Public Works Locations	1	\$91,600.00	91,600			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
1,600	1,500	001-421-5405-000000	WATER/SEWER				1,600	1,600	1,600
Description Quantity Cost Per Item Total Cost									
Aquarion-Water Usage at 34 Charlton Street and 450 Main Street									
8,541	9,700	001-421-5426-000000	FUEL (HEATING & GENERATOR)				10,140	9,700	9,700
Description Quantity Cost Per Item Total Cost									
Heating Oil - 34 Charlton Street (gal)									
				3,200	\$2.70	8,640			
Propane - North Cemetery Office (gal)									
				500	\$3.00	1,500			
74,445	35,000	001-421-5427-000000	PROFESSIONAL SERVICES/STORMWATER MGMT				70,000	35,000	35,000
Description Quantity Cost Per Item Total Cost									
Professional Survey Services									
				1	\$20,000.00	20,000			
Professional Stormwater Services									
				1	\$50,000.00	50,000			
677	1,500	001-421-5428-000000	CLEANING/CUSTODIAL SERVICE				1,500	1,500	1,500
Description Quantity Cost Per Item Total Cost									
Cleaning Supplies (Rags, Towels, Soap, Solvents, etc)									
				1	\$1,500.00	1,500			
1,993	11,000	001-421-5462-000000	TRAFFIC/AUX LIGHTS O/M				7,500	7,500	7,500
Description Quantity Cost Per Item Total Cost									
Bulbs, LED's, Power Units, Loop Detectors, Amplifiers, etc									
				1	\$7,500.00	7,500			
10,550	6,000	001-421-5501-000000	SUPPLIES & MATERIALS				6,708	6,700	6,700
Description Quantity Cost Per Item Total Cost									
Office Supplies, Registry Recordings, Legal Notices									
				1	\$2,500.00	2,500			
Copy Machine Maintenance									
				1	\$500.00	500			
Small Copy Machine Rental (Defer to MIS)									
				12	\$0.00	-			
Large Copy Machine Rental									
				12	\$309.00	3,708			
15,594	14,000	001-421-5512-000000	UNIFORMS/SAFETY PROGRAM				22,590	17,000	17,000
Description Quantity Cost Per Item Total Cost									
Uniforms:									
Rental Agreement for 20 Uniformed Employees-Paid Weekly									
				52	\$220.00	11,440			
Rain Gear, High Visibility Jackets, Flame Resistant Clothing									
				1	\$2,000.00	2,000			
1 Pair of Steel Toe Work Boots per employee (20 Employees)									
				20	\$150.00	3,000			
Safety Glasses Allowance per employee (20 Employees)									
				20	\$100.00	2,000			
Safety Program:									
Random Drug Testing-12 Tests									
				12	\$65.00	780			
Random Alcohol Testing-12 Tests									
				12	\$35.00	420			
Hoisting Engineers Medical Exam (Est 8 Employees)									
				10	\$60.00	600			
Hoisting Continuing Education (10 Employees)									
				10	\$40.00	400			
CDL License Renewal (10 Employees)									
				10	\$75.00	750			
CDL Medical Exam (10 Employees)									
				10	\$120.00	1,200			
1,800	3,000	001-421-5701-000000	TRAINING/DEVELOPMENT/TRAVEL				5,250	3,000	3,000
Description Quantity Cost Per Item Total Cost									
Training Allowance for 20 Employees									
				20	\$200.00	4,000			
Professional Organization Dues (WCHA, MHA, APWA, MTWA, MC)									
				1	\$750.00	750			
Travel									
				1	\$500.00	500			
HIGHWAY:									
2,235	30,000	001-422-5434-000000	HIGHWAY EQUIPMENT RENTAL				54,500	54,500	54,500
Description Quantity Cost Per Item Total Cost									
Excavator, Wheel Loader, Vac-Truck									
				1	\$5,000.00	5,000			
Compactors, Saws, Air Tools, Compressors, etc									
				1	\$2,500.00	2,500			
Street Sweeper Debt Service (Year 1 of 5-year Lease Purchase)									
				1	\$47,000.00	47,000			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM																												
9,164	5,000	001-422-5501-000000	SUPPLIES & MATERIALS				10,000	7,500	7,500																												
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207,667	205,000	001-423-5536-000000	WINTER MAINTENANCE				220,000	205,000	205,000																												
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800	800	001-429-5405-000000	FLAGS, MARKERS, WREATHS				1,000	800	800																												
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10,927	9,500	001-429-5501-000000	SUPPLIES & MATERIALS				10,000	9,500	9,500																												
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Portable Toilet	1	\$2,500.00	2,500																																		
583	2,500	001-429-5527-000000	FERTILIZER, SEEDS, & FLOWERS				750	750	750																												
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FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
10,319	10,500	001-429-5545-000000	ORDINARY MAINTENANCE				13,000	10,500	10,500
Description									
Foundations									
			Quantity		Cost Per Item	Total Cost			
			1		\$2,000.00	2,000			
Tree Replacement									
			Quantity		Cost Per Item	Total Cost			
			1		\$3,500.00	3,500			
Benches & Equipment									
			Quantity		Cost Per Item	Total Cost			
			1		\$2,000.00	2,000			
Cemetery Road Maintenance									
			Quantity		Cost Per Item	Total Cost			
			1		\$5,000.00	5,000			
Signs									
			Quantity		Cost Per Item	Total Cost			
			1		\$500.00	500			
PARKS, RECREATION & GROUNDS MAINTENANCE:									
7,848	5,200	001-433-5405-000000	WATER/SEWER				8,500	6,000	6,000
Description									
Aquarion Water Usage:									
			Quantity		Cost Per Item	Total Cost			
			1		\$5,000.00	5,000			
Ruel Field Irrigation									
			Quantity		Cost Per Item	Total Cost			
			1		\$1,000.00	1,000			
Greenbriar Irrigation									
			Quantity		Cost Per Item	Total Cost			
			1		\$2,000.00	2,000			
Joslin Ball Field Irrigation									
			Quantity		Cost Per Item	Total Cost			
			1		\$500.00	500			
Town Common/Bandstand-Irrigation & Domestic									
			Quantity		Cost Per Item	Total Cost			
			1		\$500.00	500			
Carbuncle Beach House Domestic (Removed - OCC to Pay)									
			Quantity		Cost Per Item	Total Cost			
			1		\$500.00	500			
5,280	2,500	001-433-5423-000000	PROFESSIONAL SERVICES				3,280	3,000	3,000
Description									
Professional Services De-Weeding Carbuncle Pond									
			Quantity		Cost Per Item	Total Cost			
			1		\$3,280.00	3,280			
3,727	5,000	001-433-5501-000000	SUPPLIES & MATERIALS				7,500	5,000	5,000
Description									
Rakes, Shovels, Brooms, Mower Blades, Playground Equipment, Benches, Nets, Hoops, Signs, Marking Paint, etc									
			Quantity		Cost Per Item	Total Cost			
			1		\$5,000.00	5,000			
Portable Toilets									
			Quantity		Cost Per Item	Total Cost			
			1		\$2,500.00	2,500			
1,950	10,700	001-433-5527-000000	RECREATION-FERTILIZER, SEEDS, & FLOWERS				22,450	15,000	15,000
Description									
Ruel Field (Fertilizer, Crabgrass, Grub)									
			Quantity		Cost Per Item	Total Cost			
			5		\$1,350.00	6,750			
Joslin Field (Oxford Youth Soccer)									
			Quantity		Cost Per Item	Total Cost			
			1		\$0.00	-			
Town Hall (Fertilizer, Grub)									
			Quantity		Cost Per Item	Total Cost			
			1		\$500.00	500			
Grass Islands-Main Street (Fertilizer, Grub)									
			Quantity		Cost Per Item	Total Cost			
			1		\$500.00	500			
High School / Middle School (Fertilizer, Crabgrass, Grub)									
			Quantity		Cost Per Item	Total Cost			
			5		\$2,240.00	11,200			
Elementary Schools (Fertilizer, Grub)									
			Quantity		Cost Per Item	Total Cost			
			1		\$3,500.00	3,500			
34,007	37,000	001-433-5545-000000	ORDINARY MAINTENANCE				82,000	37,000	37,000
Description									
General Repair Town (Fencing, Netting, Sod, Infields, Irrigation Re									
			Quantity		Cost Per Item	Total Cost			
			1		\$25,000.00	25,000			
General Repair Schools (Fencing, Netting, Sod, Infields, Irrigation I									
			Quantity		Cost Per Item	Total Cost			
			1		\$25,000.00	25,000			
Benches & Equipment									
			Quantity		Cost Per Item	Total Cost			
			1		\$5,000.00	5,000			
Carbuncle Pond Water Testing									
			Quantity		Cost Per Item	Total Cost			
			1		\$2,000.00	2,000			
Mulch Town									
			Quantity		Cost Per Item	Total Cost			
			1		\$10,000.00	10,000			
Mulch Schools									
			Quantity		Cost Per Item	Total Cost			
			1		\$15,000.00	15,000			
25,081	20,000	001-433-5449-000000	CONTRACT TREE CARE				90,400	35,000	35,000
Description									
Tree Removal and Trimming (Daily Rate)									
			Quantity		Cost Per Item	Total Cost			
			25		\$2,560.00	64,000			
Stump Removal (Daily Rate)									
			Quantity		Cost Per Item	Total Cost			
			10		\$640.00	6,400			
Townwide Roadside Mowing (Yearly)									
			Quantity		Cost Per Item	Total Cost			
			1		\$15,000.00	15,000			
Police Details									
			Quantity		Cost Per Item	Total Cost			
			1		\$5,000.00	5,000			
-	5,000	001-433-5450-000000	TREE REPLACEMENT				5,000	3,000	3,000
Description									
Tree Replacement Program									
			Quantity		Cost Per Item	Total Cost			
			1		\$5,000.00	5,000			
390	500	001-433-5526-000000	DOWNTOWN BEAUTIFICATION				800	800	800
Description									
Supplies for Downtown Beautification Committee									
			Quantity		Cost Per Item	Total Cost			
			1		\$800.00	800			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
6,000	6,000	001-433-5537-000000	LANDFILL MAINTENANCE				9,700	9,700	9,700
LANDFILL MAINTENANCE									
Description									
			Professional Monitoring Services	Quantity	Cost Per Item	Total Cost			
			Mowing (once per year)	1	\$8,000.00	8,000			
				1	\$1,700.00	1,700			
FLEET MAINTENANCE:									
106,705	66,000	001-427-5433-000000	GENERAL FLEET MAINTENANCE				102,000	80,000	80,000
Description									
			Heavy Truck/Equipment Tires	Quantity	Cost Per Item	Total Cost			
			Light Truck/Equipment Tires	1	\$5,000.00	5,000			
			Heavy Equipment Repair/Parts	1	\$4,000.00	4,000			
			Light Equipment Repair/Parts	1	\$44,500.00	44,500			
			Miscellaneous Parts and Shop Supplies	1	\$33,500.00	33,500			
			Truck Lettering	1	\$10,000.00	10,000			
			Towing of Vehicles	1	\$1,500.00	1,500			
			Mobile Safety Inspections	1	\$1,000.00	1,000			
				1	\$2,500.00	2,500			
10,661	7,500	001-427-5465-000000	SWEeper BROOM REFILLS				4,000	4,000	4,000
Description									
			Brooms (1 Sweeper x 8 changeouts x \$500 per changeout)	Quantity	Cost Per Item	Total Cost			
				8	\$500.00	4,000			
3,019	7,500	001-427-5466-000000	FLUIDS/OILS/LUBRICANTS				5,150	4,000	4,000
Description									
			Antifreeze	Quantity	Cost Per Item	Total Cost			
			Grease	1	\$150.00	150			
			Engine Oil (4 drums @ \$600 per drum)	1	\$350.00	350			
			Hydraulic Oil (3 drums @ \$750 per drum)	4	\$600.00	2,400			
				3	\$750.00	2,250			
4,715	7,000	001-427-5506-000000	TOOLS/EQUIPMENT				6,500	4,500	4,500
Description									
			Hand Tools / Shop Tools	Quantity	Cost Per Item	Total Cost			
			Hydraulic Lift Maintenance	1	\$4,000.00	4,000			
			Welding Supplies	1	\$1,500.00	1,500			
				1	\$1,000.00	1,000			
FACILITIES MAINTENANCE:									
135,513	125,000	001-419-5400-000000	PURCHASE OF SERVICE				172,045	135,000	135,000
Description									
			Annual Boiler Water Treatment Program-Schools	Quantity	Cost Per Item	Total Cost			
			Annual Building Inspection Certificates-Schools	1	\$2,300.00	2,300			
			Annual Cleaning of Kitchen Hoods & Vents-Schools	1	\$500.00	500			
			Annual Fire Alarm Testing-Schools	1	\$840.00	840			
			Annual Fire Extinguisher Inspections & Certification-All Buildings	1	\$7,000.00	7,000			
			Annual Fire Sprinkler Testing-Barton, Chaffee, OHS, Library, OFD,	1	\$4,800.00	4,800			
			Annual Fire and Security Alarm Monitoring-Woodward School	1	\$7,800.00	7,800			
			Annual Pressure Vessel Inspections & Certificates	1	\$400.00	400			
			Annual Service of Gas Boilers-OHS, OMS, Barton, Chaffee	20	\$50.00	1,000			
			Annual Service of Gas Boilers-Library, Town Hall, OCC	1	\$7,730.00	7,730			
			Annual State Inspection of Elevators (6 elevators and 2 chairlifts)	1	\$6,300.00	6,300			
			PM Program for Elevators (Contract)	1	\$3,200.00	3,200			
			PM Program for Generators (Contract)	1	\$12,200.00	12,200			
			PM Program for Pest Control	1	\$6,500.00	6,500			
			PM Program for Town Hall & Library Handicapped Entry Doors	1	\$3,200.00	3,200			
			Semi-annual Backflow Preventer Testing	1	\$700.00	700			
			Semi annual Kitchen Hood Fire Suppression Service	1	\$2,480.00	2,480			
			Semi-annual Town Hall Clock Service & Resetting	1	\$1,200.00	1,200			
			Septic System Pumping	1	\$400.00	400			
			Underground Oil Storage Tank Testing & Certification	1	\$5,745.00	5,745			
			Automatic Temperature Control System Service & Repairs	1	\$18,000.00	18,000			
			Disposal of HAZMAT Items to meet DEP standards	1	\$700.00	700			
			Electrical Repairs (requiring permits)	1	\$12,000.00	12,000			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
			Elevator Repairs	1	\$8,000.00	8,000			
			Fire Sprinkler Repairs	1	\$5,000.00	5,000			
			Generator Repairs	1	\$6,800.00	6,800			
			Plumbing Repairs (requiring permits)	1	\$5,500.00	5,500			
			Other Vendor Provided Services	1	\$40,000.00	40,000			
250	280	001-419-5405-000000	WATER/SEWER				360	360	360
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion-Water (Septic included in Purchase of Service)	4	\$90.00	360			
4,918	-	001-419-5407-000000	RUBBISH REMOVAL				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Rubbish Collection for All Non-School Buildings	1	-	-			
-	9,663	001-419-5423-000000	PROFESSIONAL SERVICES				8,500	8,500	8,500
			Description	Quantity	Cost Per Item	Total Cost			
			Consultants, Testing, Engineering, etc.	1	\$8,500.00	8,500			
1,782	1,500	001-419-5426-000000	FUEL (HEATING & GENERATOR)				2,860	2,860	2,860
			Description	Quantity	Cost Per Item	Total Cost			
			Fuel for Heating and Generator (2,000 therms)	2,000	\$1.43	2,860			
112,485	100,000	001-419-5428-000000	CUSTODIAL SUPPLIES & SERVICES				116,500	110,000	110,000
			Description	Quantity	Cost Per Item	Total Cost			
			Janitorial Service Contract-5,500 sq ft of buildings	1	\$115,000.00	115,000			
			Cleaning Supplies 5,500 sq ft of buildings @ .121/sq ft (based on f	1	\$700.00	700			
			Ice Melt	1	\$800.00	800			
700	1,500	001-419-5431-000000	EQUIPMENT MAINTENANCE				5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost			
			Maintenance & Repairs of Vehicles, Office Equipment & Shop Equ	1	\$5,000.00	5,000			
67,926	65,000	001-419-5500-000000	SUPPLIES & MISCELLANEOUS				66,180	66,180	66,180
			Description	Quantity	Cost Per Item	Total Cost			
			Air Filters	1	\$7,500.00	7,500			
			Batteries	1	\$4,650.00	4,650			
			Drive Belts	1	\$3,500.00	3,500			
			Grease, Oil & Lubricants	1	\$750.00	750			
			Hardware & Fasteners	1	\$600.00	600			
			Light Bulbs & Ballasts	1	\$13,580.00	13,580			
			Refrigerant	1	\$600.00	600			
			Repair Parts	1	\$35,000.00	35,000			
1,377	1,200	001-419-5512-000000	UNIFORMS/PROTECTIVE CLOTHING				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			5 Uniformed Employees	0	\$0.00	-			
52	240	001-419-5602-000000	TRAVEL				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage Reimbursement, Tolls, and Parking for Personal Vehicles	0	\$0.00	-			
777	800	001-419-5700-000000	OTHER EXPENSES				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Other Misc. Expenses (Freight, Handling Charges, etc.)	0	\$0.00	-			
-	1,125	001-419-5701-000000	TRAINING				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			5 Employees Training	0	\$0.00	-			
			1 Employee Training	0	\$0.00	-			

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
CONSERVATION:										
2,000	2,000	001-492-5423-000000	DE-WEEDING PROGRAM					4,000	4,000	4,000
			Description	Quantity	Cost Per Item	Total Cost				
			McKinstry Weed & Algae Control	1	\$4,000.00	4,000				
92	100	001-492-5501-000000	SUPPLIES & MATERIALS					400	400	400
			Description	Quantity	Cost Per Item	Total Cost				
			Testing Kits, Bug Spray, Flagging Material, Paint, Dye, etc	1	\$400.00	400				
			Broadband Service for Osprey Camera (Covered by Grant)			-				
			Earth Cam Hosting for Osprey Camera (Covered by Grant)			-				
30	100	001-492-5602-000000	TRAVEL					100	100	100
			Description	Quantity	Cost Per Item	Total Cost				
			Mileage Reimbursement for Personal Vehicle Usage	1	\$100.00	100				
802	1,000	001-492-5613-000000	EDUCATION & DUES					1,400	1,400	1,400
			Description	Quantity	Cost Per Item	Total Cost				
			Training, MACC Conference, MACC Membership	1	\$1,400.00	1,400				
961,890	914,011	Total Service & Supplies					1,342,795	1,090,950	1,090,950	
CAPITAL OUTLAY										
		001-421-5840-000000	DPW IMPROVEMENTS & REPAIRS				50,000	-	-	
			Description	Quantity	Cost Per Item	Total Cost				
			Building Improvements Various Buildings each under \$20K	1	\$50,000.00	50,000				
1,909	5,000	001-421-5845-000000	DPW EQUIPMENT				5,000	-	-	
			Description	Quantity	Cost Per Item	Total Cost				
			Shop Tools & Equipment	1	\$5,000.00	5,000				
1,909	5,000	Total Capital Outlay					55,000	-	-	
2,424,469	2,576,444	Total Public Works					3,103,514	2,767,283	2,767,283	

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED
SERVICES & SUPPLIES									
163,473	225,506	001-424-5403-000000	ELECTRIC (INCLUDING STREETLIGHTS)					358,000	-
			Description	Quantity	Cost Per Item	Total Cost			
			Solar Farm Credits-Orange - pd from 991-000-2545 in FY18						
			Solar Farm Credits-Southbridge - pd from 991-000-2545 in FY18						
			Less Offload to Other Municipality - Charlton						
			National Grid-Electricity	12	\$29,833.33	358,000			
163,473	225,506		Total Service & Supplies			358,000			
CAPITAL OUTLAY									
001-424-5845-000000									
EQUIPMENT									
			Description	Quantity	Cost Per Item	Total Cost			
					\$0.00				
Total Capital Outlay									
163,473	225,506		Total Municipal Utilities-ELECTRIC			358,000			

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
SERVICES & SUPPLIES										
131,032	126,432	001-499-5404-000000	TELECOMMUNICATIONS (INCLUDING RADIO MAINTENANCE)					97,072	97,072	97,072
			Description	Quantity	Cost Per Item	Total Cost				
			Verizon - monthly service - toll calls -misc service	12	\$2,850.00	34,200				
			Verizon Wireless - monthly service fee - air cards - mobile phones - ipads	12	\$3,150.00	37,800				
			Verizon Business	12	\$31.00	372				
			Verizon Repairs	1	\$1,200.00	1,200				
			Other Misc. Items	1	\$1,000.00	1,000				
			LB Communications Contract	1	\$22,500.00	22,500				
			LB Communications-New Radios (Vehicles and Mobile)			-				
			LB Communications-Parts for Radio Repairs			-				
			LB Communications-Radio Repairs			-				
			D&R Communication-Police Radio Repairs			-				
			Valley Communication-Police Phone Repairs			-				
131,032	126,432		Total Service & Supplies			97,072		97,072		97,072
CAPITAL OUTLAY										
40,000	001-499-5845-000000		EQUIPMENT					-	-	-
			Description	Quantity	Cost Per Item	Total Cost				
			New Telephone System -Town Building - <u>under capital request</u>			-				
			Radio Replacement/Upgrade Program			-				
-	40,000		Total Capital Outlay			-		-	-	-
131,032	166,432		Total Municipal Utilities-TELECOMMUNICATIONS			97,072		97,072		97,072

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FIINCOM
SERVICES & SUPPLIES										
143,376	142,140	001-499-5513-000000	MUNICIPAL FUEL					127,970	127,970	127,970
			Description	Quantity	Cost Per Item	Total Cost				
			Gasoline	52,100	\$2.20	114,620				
			Diesel	28,200	\$2.40	67,680				
			Less Fuel Charged to Other Departments (School Dept. & Housing Authority)			(54,330)				
143,376	142,140		Total Service & Supplies			127,970	127,970	127,970		
CAPITAL OUTLAY										
001-499-5845-000000		EQUIPMENT						-	-	-
			Description	Quantity	Cost Per Item	Total Cost				
					\$0.00	-				
Total Capital Outlay										
143,376	142,140		Total Municipal Utilities-MUNICIPAL FUEL			127,970	127,970	127,970		

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
SERVICES & SUPPLIES										
139,683	145,600	001-499-5528-000000	HYDRANTS					162,225	150,000	150,000
			Description	Quantity	Cost Per Item	Total Cost				
			Aquarion-Hydrants	4	\$40,556.26	162,225				
139,683	145,600		Total Service & Supplies			162,225	150,000	150,000		
139,683	145,600		Total Municipal Utilities-HYDRANTS			162,225	150,000	150,000		

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM				
COUNCIL ON AGING														
33,746	38,396	001-541-5101-000000	DIRECTOR					36,400	36,400	36,400				
			Description 0.5 FTE COA Director	Quantity	Cost Per Item	Total Cost								
						36,400								
-	11,236	001-541-5102-000000	ASSISTANT DIRECTOR					-	-	-				
			Description 0.5 FTE COA Director	Quantity	Cost Per Item	Total Cost								
69	12,530	001-541-5301-000000	CLERICAL SUPPORT					13,296	-	-				
			Description .3 FTE CLERICAL SUPPORT	Quantity	Cost Per Item	Total Cost								
32,058	14,841	001-541-5309-000000	VAN DRIVERS					41,853	41,853	41,853				
			Description 1.25 FTE Van Drivers (2) WRTA Van Driver	Quantity	Cost Per Item	Total Cost								
						41,853								
11,424	14,325	001-541-5307-000000	OUTREACH WORKER					14,970	14,970	14,970				
			Description 0.4 FTE Outreach Worker	Quantity	Cost Per Item	Total Cost								
						14,970								
77,297	91,328	Total Salaries						106,519	93,223	93,223				
SERVICES & SUPPLIES														
ELECTRICITY														
		001-541-5403-000000	Description National Grid	Quantity	Cost Per Item	Total Cost								
				1	\$3,000.00	3,000								
						3,000								
350	350	001-541-5405-000000	WATER/SEWER					400	400	400				
			Description Aquarion Water	Quantity	Cost Per Item	Total Cost								
						400								
2,400	2,400	001-541-5426-000000	FUEL (HEATING & GENERATOR)					2,500	2,500	2,500				
			Description Heating	Quantity	Cost Per Item	Total Cost								
						2,500								
1,053	627	001-541-5429-000000	VAN MAINTENANCE					1,000	1,000	1,000				
			Description Misc Repairs to Van	Quantity	Cost Per Item	Total Cost								
						1,000								
		001-541-5447-000000	PROGRAMS & WORKSHOPS					400	-	-				
			Description Professional Development	Quantity	Cost Per Item	Total Cost								
						400								
312	3,400	001-541-5501-000000	SUPPLIES & MISC					4,170	3,900	3,900				
			Description Telegram R&M Leasing Motion Picture Licensing Corp Subsidized meals (25) each week for a year	Quantity	Cost Per Item	Total Cost								
						270								
						-								
						3,900								
		001-541-5602-000000	TRAVEL					250	250	250				
			Description Mileage Reimbursement, Parking , and Tolls Parking and Tolls	Quantity	Cost Per Item	Total Cost								
						250								
		001-541-5613-000000	EDUCATION					-	-	-				
			Description Misc Education/Dues	Quantity	Cost Per Item	Total Cost								
4,115	6,777	Total Service & Supplies						8,720	16,050	16,050				
CAPITAL OUTLAY														
IMPROVEMENTS & REPAIRS														
		001-541-5840-000000	Description	Quantity	Cost Per Item	Total Cost								
						-								
		001-541-5845-000000	EQUIPMENT					-	-	-				

FY17 Actual	FY18 Budget	Account	Account Description	Description	Quantity	Cost Per Item	Total Cost	FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
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Total Capital Outlay										
81,412	98,105			Total Council on Aging			115,239	109,273	109,273	

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
VETERANS' SERVICES										
8,656	11,461	001-543-5102-000000	AGENT					11,930	11,930	11,930
			Description	Quantity	Cost Per Item	Total Cost				
			0.25 FTE Veterans' Agent			11,930				
8,656	11,461		Total Salaries			11,930		11,930		11,930
SERVICES & SUPPLIES										
160,075	200,000	001-543-5425-000000	BENEFITS					241,600	200,000	200,000
			Description	Quantity	Cost Per Item	Total Cost				
			Approximately 18 Clients per Month	18	\$13,200.00	237,600				
			Approximately 2 Funerals per Year	2	\$2,000.00	4,000				
117	50	001-543-5501-000000	SUPPLIES & MISC					100	100	100
			Description	Quantity	Cost Per Item	Total Cost				
			Miscellaneous Supplies	1	\$100.00	100				
296	150	001-543-5613-000000	EDUCATION & DUES					550	150	150
			Description	Quantity	Cost Per Item	Total Cost				
			Mass Veterans Association Annual Dues	2	100	200				
			Worcester County Veterans Annual Dues	1	50	50				
			Training in Fall - travel - meals	1	300	300				
160,488	200,200		Total Service & Supplies			242,250		200,250		200,250
169,144	211,661		Total Veterans' Services			254,180		212,180		212,180

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
LIBRARY										
87,352	56,429	001-610-5101-000000	LIBRARIAN					70,369	70,369	70,369
			Description 1.0 FTE Director	Quantity	Cost Per Item	Total Cost				
20,346	43,481	001-610-5102-000000	ASSISTANT DIRECTOR					40,367	40,367	40,367
			Description 1.0 FTE Assistant Director	Quantity	Cost Per Item	Total Cost				
69,571	77,465	001-610-5104-000000	LIBRARIAN					80,265	80,265	80,265
			Description 1.0 FTE Adult Librarian 1.0 FTE Children's Librarian	Quantity	Cost Per Item	Total Cost				
67,802	70,243	001-610-5201-000000	CIRCULATION CLERKS					73,361	73,361	73,361
			Description 1.0 FTE Adult Circulation Clerk 1.0 FTE Children's Circulation Clerk	Quantity	Cost Per Item	Total Cost				
34,289	47,618	001-610-5301-000000	P.T. CIRCULATION CLERKS/PT CHILD ASST.					31,108	31,108	31,108
			Description 1.0 FTE PT CIRCULATION CLERKS (2) 0.0 FTE PT CHILD ASST.	Quantity	Cost Per Item	Total Cost				
27,437	34,413	001-610-5307-000000	PART-TIME PAGES					37,541	37,541	37,541
			Description 1.5 FTE Pages (4)	Quantity	Cost Per Item	Total Cost				
306,797	329,649		Total Salaries					333,011	333,011	333,011
SERVICES & SUPPLIES										
-	-	001-610-5403-000000	ELECTRICITY					-	20,000	20,000
			Description National Grid	Quantity	Cost Per Item	Total Cost				
654	500	001-610-5404-000000	TELECOMMUNICATIONS/ALARM					600	600	600
			Description American Alarm Co	Quantity	Cost Per Item	Total Cost				
1,786	1,700	001-610-5405-000000	WATER/SEWER					1,800	1,800	1,800
			Description Aquarion Water	Quantity	Cost Per Item	Total Cost				
4,258	2,000	001-610-5422-000000	PROGRAMMING SUPPLIES					2,000	2,000	2,000
			Description Programming Supplies	Quantity	Cost Per Item	Total Cost				
8,376	11,410	001-610-5426-000000	FUEL (HEATING & GENERATOR)					10,100	10,100	10,100
			Description National Grid-Natural Gas Heat Peterson Oil-Generator Fuel	Quantity	Cost Per Item	Total Cost				
309	500	001-610-5431-000000	EQUIPMENT MAINTENANCE					500	500	500
			Description DEMCO	Quantity	Cost Per Item	Total Cost				
6,319	5,600	001-610-5447-000000	LIBRARY CULTURAL PROGRAMMING					4,800	4,800	4,800
			Description Specialty Cultural Programs	Quantity	Cost Per Item	Total Cost				
994	500	001-610-5449-000000	LANDSCAPING					1,000	500	500
			Description Fertilizing, Mulch, etc	Quantity	Cost Per Item	Total Cost				
-	1,000	001-610-5452-000000	MUSEUM					1,000	500	500
			Description Northeast Document Conservation	Quantity	Cost Per Item	Total Cost				

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
8,924	5,000	001-610-5501-000000	SUPPLIES & MISC.					5,000	3,000	3,000
			Description Misc Library Supplies	Quantity	Cost Per Item	Total Cost				
				12	\$416.67	5,000				
3,811	4,200	001-610-5529-000000	PERIODICALS					4,000	4,000	4,000
			Description Subscriptions, Webster Times on Microfilm	Quantity	Cost Per Item	Total Cost				
				12	\$333.33	4,000				
15,106	15,000	001-610-5530-000000	A/V & RECORDS					14,000	14,000	14,000
			Description Audibooks on CD, Movies on DVD, Games, etc	Quantity	Cost Per Item	Total Cost				
				12	\$1,166.67	14,000				
65,012	72,000	001-610-5531-000000	BOOKS					55,000	57,000	57,000
			Description Purchase of Books	Quantity	Cost Per Item	Total Cost				
				12	\$4,583.33	55,000				
7,719	4,800	001-610-5533-000000	REFERENCE MATERIALS					5,000	4,800	4,800
			Description Newsquest, Proquest, etc-(Online Reference)	Quantity	Cost Per Item	Total Cost				
				12	\$416.67	5,000				
135	325	001-610-5602-000000	TRAVEL					500	500	500
			Description Mileage Reimbursement Parking, Tolls, etc	Quantity	Cost Per Item	Total Cost				
				850	\$0.50	425				
				1	\$75.00	75				
173	540	001-610-5613-000000	EDUCATION & DUES					750	750	750
			Description Mass Library Association-Annual Dues Mass Library Association-Training, Conferences, Meetings, etc	Quantity	Cost Per Item	Total Cost				
				1	\$150.00	150				
				12	\$50.00	600				
123,576	125,075		Total Service & Supplies					106,050	124,850	124,850
CAPITAL OUTLAY										
001-610-5840-000000 IMPROVEMENTS & REPAIRS										
			Description	Quantity	Cost Per Item	Total Cost				
001-610-5845-000000 EQUIPMENT										
			Description	Quantity	Cost Per Item	Total Cost				
- - - Total Capital Outlay - - -										
430,373	454,724		Total Library					439,061	457,861	457,861

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
HISTORICAL COMMISSION										
392	500	001-691-5301-000000	CLERK					443	443	443
			Description	Quantity	Cost Per Item	Total Cost				
			PT Clerical Support			443				
392	500		Total Salaries			443		443		443
SERVICES & SUPPLIES										
SUPPLIES & MISC										
			Description	Quantity	Cost Per Item	Total Cost				
			Miscellaneous Supplies	4	\$25.00	100				
140	150	001-691-5613-000000	EDUCATION & DUES					140	140	140
			Description	Quantity	Cost Per Item	Total Cost				
			The Last Green Valley	2	\$70.00	140				
			Conferences, Training, and Meetings			-				
140	150		Total Service & Supplies			240		240		240
532	650		Total Historical Commission			683		683		683

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
CELEBRATIONS SERVICES & SUPPLIES									
1,600	1,600	001-692-5453-000000	VETERANS DAY				1,600	1,600	1,600
			Description	Quantity	Cost Per Item	Total Cost			
			American Legion-Veterans' Day Celebration	1	\$1,600.00	1,600			
1,067	1,536	001-692-5454-000000	FLAGS (STREET)				1,536	1,536	1,536
			Description	Quantity	Cost Per Item	Total Cost			
			Action Flag, Jerry's Flag-Flags, Poles, Fixtures, etc.	1	\$1,536.00	1,536			
1,380	3,380	001-692-5455-000000	CHRISTMAS/BANDSTAND				3,000	3,000	3,000
			Description	Quantity	Cost Per Item	Total Cost			
			Arsenault & Sons-Xmas Lights at Bandstand	1	\$1,380.00	1,380			
			Xmas Holiday Parade	1	\$1,620.00	1,620			
2,433	2,275	001-692-5456-000000	MEMORIAL DAY				2,275	2,275	2,275
			Description	Quantity	Cost Per Item	Total Cost			
			American Legion-Memorial Day Celebration	1	\$2,000.00	2,000			
			Auburn Florist	1	\$250.00	250			
			Action Flag, Jerry's Flag-Flags, Poles, Fixtures, etc.	1	\$25.00	25			
TENTATIVE NEW CELEBRATION									
			Miscellaneous Support TBD by Committee	Quantity	Cost Per Item	Total Cost			
				1	\$10,000.00	10,000			
6,480	8,791	Total Service & Supplies					8,411	8,411	8,411
6,480	8,791	Total Celebrations					8,411	8,411	8,411

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 DEPARTMENTAL REQUEST	FY19 FINCM
DEBT SERVICES									
DEBT FINANCING									
1,035,000	865,700	001-710-5910-000000	MATURING DEBT				840,000	840,000	840,000
			Description	Quantity	Cost Per Item	Total Cost			
			01 Natural Gas Conversion	1	\$20,000.00	20,000			
			01 Clock Tower	1	\$10,000.00	10,000			
			02 Fire Truck Rehab	1	\$25,000.00	25,000			
			02 Police Station	1	\$215,000.00	215,000			
			03 School-Middle	1	\$130,000.00	130,000			
			03 School-Middle HVAC	1	\$55,000.00	55,000			
			03 School-Chaffee	1	\$335,000.00	335,000			
			06 Community Center Elevator/3rd Floor Renovation	1	\$50,000.00	50,000			
355,986	350,803	001-751-5915-000000	LONG TERM INTEREST				298,237	298,237	298,237
			Description	Quantity	Cost Per Item	Total Cost			
			01 Natural Gas Conversion	1	\$9,193.76	9,194			
			01 Clock Tower	1	\$5,362.50	5,363			
			02 Fire Truck Rehab	1	\$5,750.00	5,750			
			02 Police Station	1	\$112,985.00	112,985			
			03 School-Middle	1	\$47,710.00	47,710			
			03 School-Middle HVAC	1	\$32,806.26	32,806			
			03 School-Chaffee	1	\$66,078.75	66,079			
			06 Community Center Elevator/3rd Floor Renovation	1	\$18,350.00	18,350			
-	-	001-752-5920-000000	SHORT TERM PRINCIPAL				136,700	136,700	136,700
			Description	Quantity	Cost Per Item	Total Cost			
			Library Paydown 2 of 10	1	\$14,000.00	14,000			
			Clock Tower Paydown 2 of 10	1	\$32,700.00	32,700			
			High School Roof & Bleachers Paydown 1 of 10	1	\$60,000.00	60,000			
			Splash Pad Paydown 2 of 10 (paid by grant)	1	\$30,000.00	-			
			Bathhouse Paydown 1 of 10	1	\$30,000.00	30,000			
-	15,000	001-752-5925-000000	SHORT TERM INTEREST				25,000	25,000	25,000
			Description	Quantity	Cost Per Item	Total Cost			
			01 Short Term Interest on BAN's, TAN's, RAN's, Appellate, etc	1		25,000			
1,390,986	1,231,503		Total Debt Service				1,299,937	1,299,937	1,299,937

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 Manager Recommended	FY19 FINCOM
EMPLOYEE BENEFITS									
150,000	- 001-000-5969-0000xx		RETIREMENT & INSURANCE				160,000	45,000	45,000
			UNEMPLOYMENT FUND						
			Description	Quantity	Cost Per Item	Total Cost			
			01 General Government	3%		4,800			
			02 Public Safety-Police	5%		8,000			
			02 Public Safety-EMS/Fire	5%		8,000			
				Sub-Total Public Safety	10%		16,000		
			03 Education	81%		129,600			
			04 Public Works	4%		6,400			
			05 Human Services	1%		1,600			
			06 Culture & Recreation	1%		1,600			
				Total Unemployment Fund			160,000		
1,785,719	1,736,825	001-911-5174-000000	RETIREMENT				1,886,825	1,908,579	1,908,579
			Description	Quantity	Cost Per Item	Total Cost			
			01 General Government	17%		320,760			
			02 Public Safety-Police	15%		283,024			
			02 Public Safety-EMS/Fire	15%		283,024			
				Sub-Total Public Safety	30%		566,048		
			03 Education	37%		698,125			
			04 Public Works	12%		226,419			
			05 Human Services	1%		18,868			
			06 Culture & Recreation	3%		56,605			
				Total Retirement			1,886,825		
4,257,134	4,586,870	001-914-5173-0000xx	GROUP HEALTH INSURANCE				4,144,081	4,144,081	4,144,081
			Description	Quantity	Cost Per Item	Total Cost			
			UPDATE BY FILLING IN "GROUP HEALTH INS" SHEET						
			01 General Gov.						
			Active						
			Fallon Direct						
			FAM-Fallon Direct 25% Employee/75% Town	1	\$14,314.95	14,315			
			FAM-Fallon Direct 20% Employee/80% Town	0	\$15,269.28	0			
			IND-Fallon Direct 25% Employee/75% Town	1	\$5,872.99	5,873			
			IND-Fallon Direct 20% Employee/80% Town	0	\$5,872.99	0			
			Fallon Select						
			FAM-Fallon Select 25% Employee/75% Town	9	\$15,905.25	143,147			
			FAM-Fallon Select 20% Employee/80% Town	5	\$16,965.60	84,828			
			IND-Fallon Select 25% Employee/75% Town	4	\$6,117.75	24,471			
			IND-Fallon Select 20% Employee/80% Town	3	\$6,525.60	19,577			
			Tufts HMO						
			FAM-Tufts 25% Employee/75% Town	0	\$27,994.53	0			
			FAM-Tufts 20% Employee/80% Town	0	\$29,860.83	0			
			IND-Tufts 25% Employee/75% Town	0	\$10,842.58	0			
			IND-Tufts 20% Employee/80% Town	0	\$11,565.42	0			
			Retirees (50% Retiree/50% Town)						
			Managed Blue for Seniors	3	\$1,888.11	5,664			
			Medex Individual	20	\$2,041.58	40,832			
			Fallon Senior HMO	0	\$2,551.50	0			
			Tufts Medicare Preferred	2	\$1,953.00	3,906			
			Tufts Senior Complement	0	\$3,773.70	0			
			Fallon Direct Retired Family	0	\$10,020.40	0			
			Fallon Direct Retired Individual	0	\$3,854.09	0			
			Fallon Select Retired Family	1	\$11,133.68	11,134			
			Fallon Select Retired Individual	5	\$4,282.36	21,412			
			Fallon PPO Individual	0	\$7,204.43	0			
			Tufts HMO Retired Family	0	\$17,814.64	0			
			Tufts HMO Retired Individual	1	\$6,899.76	6,900			
			Other						
			Est. 9A-1/2 (percentage based on Total Category Cost:Total Cost Needed)	9%	\$0.00	0			
			Est. HRA (percentage based on Total Category Cost:Total Cost Needed)	9%	\$100,000.00	9,000			
				Sub-Total General Government			391,059		
			02 Public Safety						
			Police						
			Active						

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 Manager Recommended	FY19 FINCOM
			Fallon Direct						
			FAM-Fallon Direct 25% Employee/75% Town	1	\$14,314.95	14,315			
			FAM-Fallon Direct 20% Employee/80% Town	0	\$15,269.28	0			
			IND-Fallon Direct 25% Employee/75% Town	1	\$5,872.99	5,873			
			IND-Fallon Direct 20% Employee/80% Town	0	\$5,872.99	0			
			Fallon Select						
			FAM-Fallon Select 25% Employee/75% Town	4	\$15,905.25	63,621			
			FAM-Fallon Select 20% Employee/80% Town	8	\$16,965.60	135,725			
			IND-Fallon Select 25% Employee/75% Town	3	\$6,117.75	18,353			
			IND-Fallon Select 20% Employee/80% Town	2	\$6,525.60	13,051			
			Tufts HMO						
			FAM-Tufts 25% Employee/75% Town	1	\$27,994.53	27,995			
			FAM-Tufts 20% Employee/80% Town	0	\$29,860.83	0			
			IND-Tufts 25% Employee/75% Town	0	\$10,842.58	0			
			IND-Tufts 20% Employee/80% Town	0	\$11,565.42	0			
			Retirees (50% Retiree/50% Town)						
			Managed Blue for Seniors	0	\$1,888.11	0			
			Medex Individual	9	\$2,041.58	18,374			
			Fallon Senior HMO	1	\$2,551.50	2,552			
			Tufts Medicare Preferred	0	\$1,953.00	0			
			Tufts Senior Complement	0	\$3,773.70	0			
			Fallon Direct Retired Family	0	\$10,020.40	0			
			Fallon Direct Retired Individual	1	\$3,854.09	3,854			
			Fallon Select Retired Family	2	\$11,133.68	22,267			
			Fallon Select Retired Individual	0	\$4,282.36	0			
			Fallon PPO Individual	0	\$7,204.43	0			
			Tufts HMO Retired Family	0	\$17,814.64	0			
			Tufts HMO Retired Individual	2	\$6,899.76	13,800			
			Other						
			Est. 9A-1/2 (percentage based on Total Category Cost:Total Cost Needed)	8%	\$0.00	0			
			Est. HRA (percentage based on Total Category Cost:Total Cost Needed)	8%	\$100,000.00	8,000			
							Sub-Total Police	347,780	
			EMS/Fire						
			Active						
			Fallon Direct						
			FAM-Fallon Direct 25% Employee/75% Town	0	\$14,314.95	0			
			FAM-Fallon Direct 20% Employee/80% Town	0	\$15,269.28	0			
			IND-Fallon Direct 25% Employee/75% Town	2	\$5,872.99	11,746			
			IND-Fallon Direct 20% Employee/80% Town	0	\$5,872.99	0			
			Fallon Select						
			FAM-Fallon Select 25% Employee/75% Town	4	\$15,905.25	63,621			
			FAM-Fallon Select 20% Employee/80% Town	2	\$16,965.60	33,931			
			IND-Fallon Select 25% Employee/75% Town	3	\$6,117.75	18,353			
			IND-Fallon Select 20% Employee/80% Town	1	\$6,525.60	6,526			
			Tufts HMO						
			FAM-Tufts 25% Employee/75% Town	2	\$27,994.53	55,989			
			FAM-Tufts 20% Employee/80% Town	0	\$29,860.83	0			
			IND-Tufts 25% Employee/75% Town	0	\$10,842.58	0			
			IND-Tufts 20% Employee/80% Town	0	\$11,565.42	0			
			Retirees (50% Retiree/50% Town)						
			Managed Blue for Seniors	0	\$1,888.11	0			
			Medex Individual	0	\$2,041.58	0			
			Fallon Senior HMO	0	\$2,551.50	0			
			Tufts Medicare Preferred	0	\$1,953.00	0			
			Tufts Senior Complement	0	\$3,773.70	0			
			Fallon Direct Retired Family	0	\$10,020.40	0			
			Fallon Direct Retired Individual	0	\$3,854.09	0			
			Fallon Select Retired Family	0	\$11,133.68	0			
			Fallon Select Retired Individual	1	\$4,282.36	4,282			
			Fallon PPO Individual	0	\$7,204.43	0			
			Tufts HMO Retired Family	0	\$17,814.64	0			
			Tufts HMO Retired Individual	0	\$6,899.76	0			
			Other						
			Est. 9A-1/2 (percentage based on Total Category Cost:Total Cost Needed)	5%	\$0.00	0			
			Est. HRA (percentage based on Total Category Cost:Total Cost Needed)	5%	\$100,000.00	5,000			
							Sub-Total EMS/Fire	199,448	
			Sub-Total Public Safety					547,228	
03	Education								
	Active								
	Fallon Direct								
	FAM-Fallon Direct 25% Employee/75% Town	10	\$14,314.95	143,150					
	FAM-Fallon Direct 20% Employee/80% Town	6	\$15,269.28	91,616					
	IND-Fallon Direct 25% Employee/75% Town	12	\$5,872.99	70,476					
	IND-Fallon Direct 20% Employee/80% Town	1	\$5,872.99	5,873					
	Fallon Select								
	FAM-Fallon Select 25% Employee/75% Town	34	\$15,905.25	540,779					
	FAM-Fallon Select 20% Employee/80% Town	55	\$16,965.60	933,108					

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 Manager Recommended	FY19 FINCOM
			IND- Fallon Select 25% Employee/75% Town	14	\$6,117.75	85,649			
			IND- Fallon Select 20% Employee/80% Town	21	\$6,525.60	137,038			
			Tufts HMO						
			FAM-Tufts 25% Employee/75% Town	2	\$27,994.53	55,989			
			FAM-Tufts 20% Employee/80% Town	6	\$29,860.83	179,165			
			IND-Tufts 25% Employee/75% Town	0	\$10,842.58	0			
			IND-Tufts 20% Employee/80% Town	1	\$11,565.42	11,565			
			Retirees (50% Retiree/50% Town)						
			Managed Blue for Seniors	14	\$1,888.11	26,434			
			Medex Individual	102	\$2,041.58	208,241			
			Fallon Senior HMO	8	\$2,551.50	20,412			
			Tufts Medicare Preferred	15	\$1,953.00	29,295			
			Tufts Senior Complement	11	\$3,773.70	41,511			
			Fallon Direct Retired Family	0	\$10,020.40	0			
			Fallon Direct Retired Individual	0	\$3,854.09	0			
			Fallon Select Retired Family	6	\$11,133.68	66,802			
			Fallon Select Retired Individual	17	\$4,282.36	72,800			
			Fallon PPO Individual	1	\$7,204.43	7,204			
			Tufts HMO Retired Family	1	\$17,814.64	17,815			
			Tufts HMO Retired Individual	11	\$6,899.76	75,897			
			Other						
			Est. 9A-1/2 (percentage based on Total Category Cost:Total Cost Needed)	70%	\$0.00	0			
			Est. HRA (percentage based on Total Category Cost:Total Cost Needed)	70%	\$100,000.00	70,000			
			Sub-Total Education				2,890,819		
04 Public Works									
			Active						
			Fallon Direct						
			FAM-Fallon Direct 25% Employee/75% Town	2	\$14,314.95	28,630			
			FAM-Fallon Direct 20% Employee/80% Town	0	\$15,269.28	0			
			IND-Fallon Direct 25% Employee/75% Town	0	\$5,872.99	0			
			IND-Fallon Direct 20% Employee/80% Town	0	\$5,872.99	0			
			Fallon Select						
			FAM-Fallon Select 25% Employee/75% Town	2	\$15,905.25	31,811			
			FAM-Fallon Select 20% Employee/80% Town	4	\$16,965.60	67,862			
			IND- Fallon Select 25% Employee/75% Town	5	\$6,117.75	30,589			
			IND- Fallon Select 20% Employee/80% Town	3	\$6,525.60	19,577			
			Tufts HMO						
			FAM-Tufts 25% Employee/75% Town	0	\$27,994.53	0			
			FAM-Tufts 20% Employee/80% Town	0	\$29,860.83	0			
			IND-Tufts 25% Employee/75% Town	0	\$10,842.58	0			
			IND-Tufts 20% Employee/80% Town	0	\$11,565.42	0			
			Retirees (50% Retiree/50% Town)						
			Managed Blue for Seniors	0	\$1,888.11	0			
			Medex Individual	5	\$2,041.58	10,208			
			Fallon Senior HMO	0	\$2,551.50	0			
			Tufts Medicare Preferred	1	\$1,953.00	1,953			
			Tufts Senior Complement	0	\$3,773.70	0			
			Fallon Direct Retired Family	0	\$10,020.40	0			
			Fallon Direct Retired Individual	0	\$3,854.09	0			
			Fallon Select Retired Family	2	\$11,133.68	22,267			
			Fallon Select Retired Individual	1	\$4,282.36	4,282			
			Fallon PPO Individual	0	\$7,204.43	0			
			Tufts HMO Retired Family	0	\$17,814.64	0			
			Tufts HMO Retired Individual	0	\$6,899.76	0			
			Other						
			Est. 9A-1/2 (percentage based on Total Category Cost:Total Cost Needed)	5%	\$0.00	0			
			Est. HRA (percentage based on Total Category Cost:Total Cost Needed)	5%	\$100,000.00	5,000			
			Sub-Total Public Works				222,179		
05 Human Services									
			Active						
			Fallon Direct						
			FAM-Fallon Direct 25% Employee/75% Town	0	\$14,314.95	0			
			FAM-Fallon Direct 20% Employee/80% Town	0	\$15,269.28	0			
			IND-Fallon Direct 25% Employee/75% Town	0	\$5,872.99	0			
			IND-Fallon Direct 20% Employee/80% Town	0	\$5,872.99	0			
			Fallon Select						
			FAM-Fallon Select 25% Employee/75% Town	1	\$15,905.25	15,905			
			FAM-Fallon Select 20% Employee/80% Town	0	\$16,965.60	0			
			IND- Fallon Select 25% Employee/75% Town	0	\$6,117.75	0			
			IND- Fallon Select 20% Employee/80% Town	0	\$6,525.60	0			
			Tufts HMO						
			FAM-Tufts 25% Employee/75% Town	0	\$27,994.53	0			
			FAM-Tufts 20% Employee/80% Town	0	\$29,860.83	0			
			IND-Tufts 25% Employee/75% Town	0	\$10,842.58	0			
			IND-Tufts 20% Employee/80% Town	0	\$11,565.42	0			
			Retirees (50% Retiree/50% Town)						

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 Manager Recommended	FY19 FINCOM
			Managed Blue for Seniors	0	\$1,888.11	0			
			Medex Individual	0	\$2,041.58	0			
			Fallon Senior HMO	0	\$2,551.50	0			
			Tufts Medicare Preferred	0	\$1,953.00	0			
			Tufts Senior Complement	0	\$3,773.70	0			
			Fallon Direct Retired Family	0	\$10,020.40	0			
			Fallon Direct Retired Individual	0	\$3,854.09	0			
			Fallon Select Retired Family	0	\$11,133.68	0			
			Fallon Select Retired Individual	0	\$4,282.36	0			
			Fallon PPO Individual	0	\$7,204.43	0			
			Tufts HMO Retired Family	0	\$17,814.64	0			
			Tufts HMO Retired Individual	0	\$6,899.76	0			
			Other						
			Est. 9A-1/2 (percentage based on Total Category Cost:Total Cost Needed)	0%	\$0.00	0			
			Est. HRA (percentage based on Total Category Cost:Total Cost Needed)	0%	\$100,000.00	0			
			Sub-Total Human Services			15,905			
		06 Cultural and Recreation							
			Active						
			Fallon Direct						
			FAM-Fallon Direct 25% Employee/75% Town	0	\$14,314.95	0			
			FAM-Fallon Direct 20% Employee/80% Town	0	\$15,269.28	0			
			IND-Fallon Direct 25% Employee/75% Town	0	\$5,872.99	0			
			IND-Fallon Direct 20% Employee/80% Town	0	\$5,872.99	0			
			Fallon Select						
			FAM-Fallon Select 25% Employee/75% Town	2	\$15,905.25	31,811			
			FAM-Fallon Select 20% Employee/80% Town	0	\$16,965.60	0			
			IND- Fallon Select 25% Employee/75% Town	0	\$6,117.75	0			
			IND- Fallon Select 20% Employee/80% Town	0	\$6,525.60	0			
			Tufts HMO						
			FAM-Tufts 25% Employee/75% Town	0	\$27,994.53	0			
			FAM-Tufts 20% Employee/80% Town	1	\$29,860.83	29,861			
			IND-Tufts 25% Employee/75% Town	0	\$10,842.58	0			
			IND-Tufts 20% Employee/80% Town	0	\$11,565.42	0			
			Retirees (50% Retiree/50% Town)						
			Managed Blue for Seniors	0	\$1,888.11	0			
			Medex Individual	2	\$2,041.58	4,083			
			Fallon Senior HMO	0	\$2,551.50	0			
			Tufts Medicare Preferred	0	\$1,953.00	0			
			Tufts Senior Complement	0	\$3,773.70	0			
			Fallon Direct Retired Family	0	\$10,020.40	0			
			Fallon Direct Retired Individual	1	\$3,854.09	3,854			
			Fallon Select Retired Family	0	\$11,133.68	0			
			Fallon Select Retired Individual	1	\$4,282.36	4,282			
			Fallon PPO Individual	0	\$7,204.43	0			
			Tufts HMO Retired Family	0	\$17,814.64	0			
			Tufts HMO Retired Individual	0	\$6,899.76	0			
			Other						
			Est. 9A-1/2 (percentage based on Total Category Cost:Total Cost Needed)	3%	\$0.00	0			
			Est. HRA (percentage based on Total Category Cost:Total Cost Needed)	3%	\$100,000.00	3,000			
		Sub-Total Cultural and Recreation				76,891			
1,676	2,000	001-915-5173-000000	GROUP LIFE INSURANCE				5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost			
			01 General Government	13%		650			
			02 Public Safety-Police	9%		450			
			02 Public Safety-EMS/Fire	9%		450			
			Sub-Total Public Safety	18%		900			
			03 Education	55%		2,750			
			04 Public Works	9%		450			
			05 Human Services	1%		50			
			06 Culture & Recreation	4%		200			
			Total Group Life Insurance			5,000			
282,078	300,000	001-916-5175-000000	GROUP FICA				321,000	321,000	321,000
			Description	Quantity	Cost Per Item	Total Cost			
			01 General Government	7%		22,470			
			02 Public Safety-Police	7%		22,470			
			02 Public Safety-EMS/Fire	6%		19,260			
			Sub-Total Public Safety	13%		41,730			
			03 Education	73%		234,330			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 Manager Recommended	FY19 FINCOM
		04	Public Works	5%		16,050			
		05	Human Services	1%		3,210			
		06	Culture & Recreation	1%		3,210			
			Total Group Fica			321,000			
454,473	515,000	001-945-5623-000000	GENERAL INSURANCE				520,000	470,000	470,000
			Description	Quantity	Cost Per Item	Total Cost			
		01	General Government	16%		83,200			
		02	Public Safety-Police	9%		46,800			
		02	Public Safety-EMS/Fire	8%		41,600			
			Sub-Total Public Safety	17%		88,400			
		03	Education	50%		260,000			
		04	Public Works	14%		72,800			
		05	Human Services	2%		10,400			
		06	Culture & Recreation	1%		5,200			
			Total General Insurance			520,000			
6,931,080	7,140,695		Total Retirement & Insurance				7,036,906	6,893,660	6,893,660

FY17 Actual	FY18 Budget	Account	Account Description				FY19 ESTIMATED REVENUE	FY19 MANAGER RECOMMENDED	FY19 FINCOM
SEWER ENTERPRISE REVENUES									
360,573	380,202	690-449-4200-000000	USAGE CHARGE				458,190	462,898	462,898
			Description	Quantity	Cost Per Item	Total Cost			
			North Service Area	21,000	\$10.98	230,580			
			Southwest Service Area	13,500	\$16.86	227,610			
11,098	3,760	690-449-4300-000000	OTHER CHARGES				3,760	3,760	3,760
			Description	Quantity	Cost Per Item	Total Cost			
			Map Copies	2	\$5.00	10			
			Connection Permits	10	\$375.00	3,750			
9,845	16,173	690-449-4320-000000	BETTERMENTS				10,000	10,000	10,000
			Description	Quantity	Cost Per Item	Total Cost			
			Beverly Street	1	\$5,000.00	5,000			
			Leicester Street	1	\$5,000.00	5,000			
9,353	8,000	690-449-4330-000000	COMMITTED INTEREST				8,000	8,000	8,000
			Description	Quantity	Cost Per Item	Total Cost			
			Beverly Street	1	\$4,000.00	4,000			
			Leicester Street	1	\$4,000.00	4,000			
2,280	1,976	690-449-4350-000000	INTEREST & CHARGES				2,250	2,250	2,250
			Description	Quantity	Cost Per Item	Total Cost			
			Interest & Charges for Late Payments	1	\$2,250.00	2,250			
250	400	690-449-4420-000000	OTHER LICENSES				300	300	300
			Description	Quantity	Cost Per Item	Total Cost			
			Drain Layer License	6	\$50.00	300			
7,550	357	690-449-4820-000000	EARNINGS ON INVESTMENT				2,500	2,500	2,500
			Description	Quantity	Cost Per Item	Total Cost			
			Interest Earned	1	\$2,500.00	2,500			
400,949	410,868		Total Revenues				485,000	489,708	489,708
				Must Agree with Expenditures				Must Agree with Expenditures	

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
SEWER ENTERPRISE										
4,500	4,810	690-449-5101-000000	DIRECTOR					5,105	5,105	5,105
			Description 2 hours per week	Quantity	Cost Per Item	Total Cost	5,105			
7,873	8,829	690-449-5102-000000	ASST. DIRECTOR / ENGINEER					4,146	4,146	4,146
			Description 2 hours per week	Quantity	Cost Per Item	Total Cost	4,146			
3,346	7,158	690-449-5104-000000	FOREMAN/MAINTAINER					9,373	9,373	9,373
			Description 6 hours per week	Quantity	Cost Per Item	Total Cost	9,373			
-	854	690-449-5109-000000	HIGHWAY DIVISION SUPPORT STAFF					610	610	610
			Description 15 hours per year	Quantity	Cost Per Item	Total Cost	610			
257	2,117	690-449-5108-000000	ADMINISTRATIVE ASSISTANT					2,271	2,271	2,271
			Description 2 hours per week	Quantity	Cost Per Item	Total Cost	2,271			
-	4,076	690-449-5106-000000	FINANCE DEPARTMENT SUPPORT STAFF					3,484	3,484	3,484
			Description 80 hours per year	Quantity	Cost Per Item	Total Cost	3,484			
15,976	27,844		Total Salaries					24,989	24,989	24,989
SERVICES & SUPPLIES										
196,654	184,810	690-449-5463-000000	INTERMUNICIPAL FEES					201,141	201,141	201,141
			Description	Quantity	Cost Per Item	Total Cost				
			Town of Auburn-Quaterly Fee	4	\$19,139.00	76,556				
			Town of Auburn- Average Daily Flow plus new customers per year(Kgal)	19,816,000	\$0.00035	6,936				
			Upper Blackstone (UBWPAD) per year (Gallons)	19,816,000	\$0.00282	55,881				
			Town of Webster-Average Daily Flow per year(Kcubic Feet)	700	\$88.24	61,768				
16,560	15,960	690-449-5464-000000	METERING SERVICE					16,800	16,800	16,800
			Description	Quantity	Cost Per Item	Total Cost				
			Auburn Flow Metering Service:							
			Monthly Lease	12	\$155.00	1,860				
			Website Hosting	12	\$185.00	2,220				
			Calibration Checks (quarterly)	4	\$380.00	1,520				
			Thayer Pond Drive Flow Metering Service:							
			Monthly Lease	12	\$155.00	1,860				
			Website Hosting	12	\$185.00	2,220				
			Calibration Checks (quarterly)	4	\$380.00	1,520				
			Old Webster Road Flow Metering Service:							
			Monthly Lease	12	\$155.00	1,860				
			Website Hosting	12	\$185.00	2,220				
			Calibration Checks (quarterly)	4	\$380.00	1,520				
6,494	6,000	690-449-5403-000000	ELECTRIC SERVICE					6,500	11,500	11,500
			Description	Quantity	Cost Per Item	Total Cost				
			Reimbursement to Town for Electricity Used at Net Meter Credit cost	1	6,500	6,500				

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
2,350	2,196	690-449-5404-000000	TELECOMMUNICATIONS				2,220	2,220	2,220
			Description	Quantity	Cost Per Item	Total Cost			
			Telephone Service for Pumping Station						
			12/56 Pumping Station	12	\$45.00	540			
			Greenbriar Pumping Station	12	\$45.00	540			
			High School Pumping Station	12	\$45.00	540			
			Thayer Pond Pumping Station	12	\$25.00	300			
			Old Webster Road Pumping Station	12	\$25.00	300			
1,500	750	690-449-5405-000000	WATER SERVICE				800	800	800
			Description	Quantity	Cost Per Item	Total Cost			
			Water Service for Old Webster Road Pumping Station-hosing off wetwell	4	\$200.00	800			
6,000	690-449-5400-000000	CONTRACT OPERATIONS (ON-CALL)					9,500	9,500	9,500
			Description	Quantity	Cost Per Item	Total Cost			
			On-Call Contract Operation for Sewer System-As Needed	1	\$9,500.00	9,500			
17,500	25,000	690-449-5423-000000	PROFESSIONAL SERVICES				50,000	50,000	50,000
			Description	Quantity	Cost Per Item	Total Cost			
			Professional Services as Needed for Survey, Route 20 Sewer Design, I/I Investigations, CCTV Inspections, Water Quality Sampling, etc.	1	\$50,000.00	50,000			
73	500	690-449-5426-000000	FUEL (GENERATORS)				500	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Diesel Fuel for Generators						
			12/56 Pumping Station	1	\$100.00	100			
			Greenbriar Pumping Station	1	\$100.00	100			
			High School Pumping Station	1	\$100.00	100			
			Thayer Pond Village Pumping Station	1	\$100.00	100			
			Old Webster Road Pumping Station	1	\$100.00	100			
-	1,500	690-449-5434-000000	EQUIPMENT RENTAL				1,500	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Miscellaneous Equipment Rental: Smoke Machines, CCTV Cameras, Pipe Plugs, Test Kits	1	\$1,500.00	1,500			
-	481	690-449-5438-000000	AUDIT				488	195	195
			Description	Quantity	Cost Per Item	Total Cost			
			General Audit Fee-.39% of Total Audit Fee	125,000.00	0.39%	488			
5,893	500	690-449-5501-000000	SUPPLIES & MISC				3,000	3,000	3,000
			Description	Quantity	Cost Per Item	Total Cost			
			Miscellaneous Supplies and Materials: Paper, Pencils, Cleaning Supplies, etc	1	\$500.00	500			
			Tools	1	\$2,500.00	2,500			
-	300	690-449-5502-000000	HARDWARE				300	300	300
			Description	Quantity	Cost Per Item	Total Cost			
			Folder/Sealer Maintenance (Based on Ratio of Sewer Bills to Total Bills=3.7%)	1,360	3.70%	50			
			PC and Printer Maintenance	1	\$250.00	250			
6,382	6,100	690-449-5503-000000	SOFTWARE				6,100	6,100	6,100
			Description	Quantity	Cost Per Item	Total Cost			
			Utility Module Annual Maintenance	1	\$6,100.00	6,100			
-	833	690-449-5504-000000	POSTAGE				833	833	833
			Description	Quantity	Cost Per Item	Total Cost			
			Postage for Mailing Sewer Bills	1,700	\$0.49	833			
702	510	690-449-5508-000000	SPECIAL FORMS				525	525	525
			Description	Quantity	Cost Per Item	Total Cost			
			Sewer Bills	1,500	\$0.35	525			
2,210	5,000	690-449-5538-000000	PIPELINE MAINTENANCE				9,000	9,000	9,000
			Description	Quantity	Cost Per Item	Total Cost			
			Forcemain Breaks & Repairs	1	\$2,000.00	2,000			
			Manhole & Appurtenance Repairs	1	\$5,000.00	5,000			
			Police Details	1	\$2,000.00	2,000			
9,949	35,300	690-449-5539-000000	PUMPING STATION EQUIPMENT MAINTENANCE				35,400	35,400	35,400
			Description	Quantity	Cost Per Item	Total Cost			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
			Pump Maintenance (Faults, Trips, Bearings, Motor Rebuilds, Clogs, etc)	1	\$9,000.00	9,000			
			Wet Well Maintenance-Degreasing Fluid	4	\$3,600.00	14,400			
			Wet Well Maintenance-Pump Down and Cleaning (rented vac-truck)	1	\$1,500.00	1,500			
			Generator Maintenance	1	\$3,500.00	3,500			
			Electrical Repairs-TVSS, Heaters, Multitrodes	1	\$2,000.00	2,000			
			Building Maintenance-Painting, Windows, Doors, Signage)	1	\$5,000.00	5,000			
-	7,000	690-449-5623-000000	GENERAL INSURANCE				7,000	7,000	7,000
			Description	Quantity	Cost Per Item	Total Cost			
			General Insurance	1	\$7,000.00	7,000			
-	2,663	690-449-5173-000000	GROUP HEALTH/LIFE INSURANCE				2,901	2,901	2,901
			Description	Quantity	Cost Per Item	Total Cost			
			Prorated Share of Health Insurance (Ration Sewer Salary to Total Salary)						
			Director-5000/95000=5.32%	22,000	5.26%	1,157			
			Administrative Asst 3000/41000=7.32%	22,000	7.32%	1,610			
			Civil Engineer-500/82000=0.61%	22,000	0.61%	134			
			Foreman/Maintainer(Not a benefited position)			-			
-	2,213	690-449-5174-000000	RETIREMENT				2,300	2,300	2,300
			Description	Quantity	Cost Per Item	Total Cost			
			Est. at 20% of Eligible Salary Paid (Director, Engineer, Admin Assist)	11,500	20.00%	2,300			
-	244	690-449-5175-000000	GROUP FICA				167	167	167
			Description	Quantity	Cost Per Item	Total Cost			
			Est. at 1.45% of Eligible Salary Paid (Director, Engineer, Admin Assist)	11,500	1.45%	167			
-	- 690-449-5618-000000	690-449-5618-000000	BOND FEES				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Fees Associated with Issuing Notes/Bonds			-			
38,642	38,642	690-449-5910-000000	MATURING DEBT				43,642	43,642	43,642
			Description	Quantity	Cost Per Item	Total Cost			
			Maturing Debt Payments						
			Beverly Street Sewer Extension	1	\$8,642.00	8,642			
			Thayer Pond Cillage Pump Station Improvements	1	\$20,000.00	20,000			
			Leicester Street Sewer Extension	1	\$15,000.00	15,000			
18,608	17,522	690-449-5915-000000	LONG TERM INTEREST				16,415	16,415	16,415
			Description	Quantity	Cost Per Item	Total Cost			
			Long Term Interest on Debt Payments						
			Beverly Street Sewer Extension	1	\$3,662.00	3,662			
			Thayer Pond Cillage Pump Station Improvements	1	\$7,340.00	7,340			
			Leicester Street Sewer Extension	1	\$5,413.00	5,413			
- 690-449-5925-000000	690-449-5925-000000	690-449-5925-000000	SHORT TERM INTEREST				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Short Term Interest on Notes	0	\$0.00	-			
323,517	360,024		Total Service & Supplies				417,031	421,739	421,739

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
CAPITAL OUTLAY										
8,000	690-449-5840-000000	IMPROVEMENTS & REPAIRS	Description	Quantity	Cost Per Item	Total Cost	9,980	9,980	9,980	9,980
			Repairs to Valve Vaults, Frames & Covers, Air Release Manholes	1	\$9,980.00	9,980				
15,000	690-449-5845-000000	EQUIPMENT	Description	Quantity	Cost Per Item	Total Cost	33,000	33,000	33,000	33,000
			Capital Replacement for Pumps, Check Valves, Motor Controllers, etc	1	\$15,000.00	15,000				
			Sewer Service Truck (Used)	1	\$18,000.00	18,000				
-	23,000	Total Capital Outlay				42,980	42,980	42,980	42,980	
339,493	410,868		Total Sewer Enterprise			485,000	489,708	489,708	489,708	
						Must Agree with Revenues	Must Agree with Revenues	Must Agree with Revenues	Must Agree with Revenues	

FY17 Actual	FY18 Budget	Account	Account Description					FY19 ESTIMATED REVENUE
COMMUNITY CENTER ENTERPRISE								
REVENUES								
155,719	249,000	691-640-4200-000000	USAGE CHARGE					210,689
				Description	Quantity	Cost Per Item	Total Cost	
				Program Fees			194,689	
				Beach Pass Fees			16,000	
78,504	114,820	691-640-4305-000000	LEASE/RENTAL					79,000
				Description	Quantity	Cost Per Item	Total Cost	
				Use of Property Lease/Rental			79,000	
-	-	691-640-4810-000000	SALE OF INVENTORY					-
				Description	Quantity	Cost Per Item	Total Cost	
				Miscellaneous Sale of Inventory			-	
571	1,456	691-640-4820-000000	EARNINGS ON INVESTMENT					-
				Description	Quantity	Cost Per Item	Total Cost	
				Interest Earned			-	
-	67,500	691-640-4840-000000	OTHER INCOME					70,000
				Description	Quantity	Cost Per Item	Total Cost	
				Other Donations S/M Trust, etc.			70,000	
234,794	432,776		Total Revenues					359,689

Must Agree with Expenditures

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM		
COMMUNITY CENTER												
SALARIES:												
33,521	38,396	001-640-5101-000000	DIRECTOR OF COMMUNITY PROGRAMS	Description Part Time Director	Quantity	Cost Per Item	Total Cost	36,400	36,400	36,400		
39,371	33,708	001-640-5102-000000	ASSISTANT DIRECTOR OF COMMUNITY PROGRAMS	Description Part Time	Quantity	Cost Per Item	Total Cost	22,490	-	-		
787	44,152	001-640-5104-000000	PROGRAM MANAGER	Description Part Time Program Managers	Quantity	Cost Per Item	Total Cost	46,475	46,475	46,475		
68,579	34,000	001-640-5201-000000	PART-TIME SENIOR STAFF	Description Part Time Senior Staff	Quantity	Cost Per Item	Total Cost	9,608	9,608	9,608		
5,246	44,736	001-640-5301-000000	PART-TIME EVENING AND SEASONAL STAFF	Description Evening and seasonal staff	Quantity	Cost Per Item	Total Cost	69,956	69,956	69,956		
-	16,000	001-640-5310-000000	LIFEGUARDS	Description Seasonal Lifeguards	Quantity	Cost Per Item	Total Cost	23,692	22,892	22,892		
147,504	210,992	Total Salaries						208,621	185,331	185,331		
SERVICES & SUPPLIES												
ELECTRIC												
25,337	20,400	001-640-5403-000000	Description Town of Oxford-Reimb for Solar Credits	Quantity	Cost Per Item	Total Cost	46,000	46,000	46,000	46,000		
			Electric				10,000					
			Carbuncle Building				48,000					
-	1,200	001-640-5404-000000	ALARM SERVICE	Description American Alarm Services	Quantity	Cost Per Item	Total Cost	1,200	1,200	1,200		
10,421	16,000	001-640-5405-000000	WATER/SEWER	Description Aquarion-Water Usage	Quantity	Cost Per Item	Total Cost	16,500	16,500	16,500		
44,523	42,000	001-640-5426-000000	FUEL (HEATING & GENERATOR)	Description National Grid-Natural Gas	Quantity	Cost Per Item	Total Cost	48,000	48,000	48,000		
			Carbuncle Building				45,000					
-	2,700	001-640-5444-000000	CUSTODIAL SERVICE	Description	Quantity	Cost Per Item	Total Cost	-	-	-		
35,362	33,600	001-640-5447-000000	PROGRAMS	Description Program Service Vendors	Quantity	Cost Per Item	Total Cost	33,600	33,600	33,600		
10,650	17,820	001-640-5501-000000	SUPPLIES & MISC	Description Canon Financial Services Inc	Quantity	Cost Per Item	Total Cost	15,938	16,738	16,738		
			Step Co LLC DBA Body Training				4,122					
			Miscellaneous Supplies				2,616					
			Lifeguard Incentives				8,000					
-	1,864	691-640-5502-000000	HARDWARE	Description Hardware for OCC	Quantity	Cost Per Item	Total Cost	1,864	-	-		
-	-	691-640-5503-000000	SOFTWARE	Description Software for OCC	Quantity	Cost Per Item	Total Cost	314	-	-		
-	-	691-640-5504-000000	POSTAGE	Description	Quantity	Cost Per Item	Total Cost	137	-	-		

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
			Postage for OCC	35,000	0.39%	137				
-	-	691-640-5623-000000	GENERAL INSURANCE				1,833	-	-	-
			Description OCC Portion of General Insurance	Quantity 470,000	Cost Per Item 0.39%	Total Cost 1,833				
-	5,000	691-640-5174-000000	RETIREMENT				5,000	-	-	-
			Description WRRS Assesment for OCC Retirement Eligible Employees	Quantity 0%	Cost Per Item \$0.00	Total Cost -				
-	1,950	691-640-5175-000000	GROUP FICA				2,000	-	-	-
			Description Town Share of Group FICA for OCC employees	Quantity	Cost Per Item	Total Cost 2,000				
-	-	691-450-5969-000000	UNEMPLOYMENT FUND				98	-	-	-
			Description Charges for OCC employees collecting Unemployment	Quantity 25000	Cost Per Item 0.39%	Total Cost 98				
-	5,000	691-640-5618-000000	BOND FEES				-	-	-	-
			Description Bond Fees to Issue Bonds/Notes	Quantity	Cost Per Item	Total Cost -				
-	45,800	691-640-5910-000000	MATURING DEBT				30,000	-	-	-
			Description Maturing Debt-Splashpad	Quantity	Cost Per Item	Total Cost -				
10,425	18,620	691-640-5915-000000	LONG TERM INTEREST				-	-	-	-
			Description Long Term Interest- Splashpad	Quantity	Cost Per Item	Total Cost -				
-	6,000	691-640-5925-000000	SHORT TERM INTEREST				2,000	-	-	-
			Description Short Term Interest on Notes	Quantity	Cost Per Item	Total Cost -				
136,718	217,954		Total Service & Supplies				204,483	162,038	162,038	

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
			CAPITAL OUTLAY							
3,830	3,830	001-640-5840-000000	IMPROVEMENTS & REPAIRS					5,000	-	-
			Description	Quantity	Cost Per Item	Total Cost				
			Town of Oxford-Loan Replacement	1	\$5,000.00	5,000				
			elevator \$5,000							
		001-640-5845-000000	EQUIPMENT					-	-	-
			Description	Quantity	Cost Per Item	Total Cost				
3,830	3,830		Total Capital Outlay			5,000				
288,052	432,776		Total Community Center Enterprise			418,104	347,369	347,369		
					Must Agree with Revenues		Must Agree with Revenues			

FY17 Actual	FY18 Budget	Account	Account Description				FY19 ESTIMATED REVENUE	FY19 MANAGER RECOMMENDED	FY19 FINCOM
WATER ENTERPRISE REVENUES									
38,125	38,125	692-450-4305-000000	WATER LEASE/RENTAL REVENUE				38,125	38,125	38,125
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion Lease for Sutton Ave Water Tank	1	\$38,125.00	38,125			
-	39,000	692-450-4320-000000	BETTERMENTS				38,000	38,000	38,000
			Description	Quantity	Cost Per Item	Total Cost			
			Sutton Ave Interchange	1	\$38,000.00	38,000			
-	25,000	692-450-4330-000000	COMMITTED INTEREST				24,000	24,000	24,000
			Description	Quantity	Cost Per Item	Total Cost			
			Sutton Ave Interchange	1	\$24,000.00	24,000			
9,622	4,264	692-450-4820-000000	EARNINGS ON INVESTMENT				4,396	4,396	4,396
			Description	Quantity	Cost Per Item	Total Cost			
			Interest Earned	1	\$4,396.00	4,396			
47,747	106,389		Total Revenues				104,521	104,521	104,521
Must Agree with Expenditures					Must Agree with Expenditures				

FY17 Actual	FY18 Budget	Account	Account Description					FY19 DEPARTMENTAL REQUEST	FY19 MANAGER RECOMMENDED	FY19 FINCOM
SERVICES & SUPPLIES										
76,358	76,358	692-450-5910-000000	MATURING DEBT					76,358	76,358	76,358
			Description	Quantity	Cost Per Item	Total Cost				
			Maturing Debt Payments on Bonds							
			Water Tank Bond	1	\$11,358.00	11,358				
			Water Acquisition Bond	1	\$65,000.00	65,000				
31,870	30,031	692-450-5915-000000	LONG TERM INTEREST					28,163	28,163	28,163
			Description	Quantity	Cost Per Item	Total Cost				
			Long Term Interest Payments on Bonds							
			Water Tank Bond	1	\$4,813.00	4,813				
			Water Acquisition Bond	1	\$23,350.00	23,350				
108,228	106,389		Total Service & Supplies				104,521	104,521	104,521	
108,228	106,389		Total Water Enterprise				104,521	104,521	104,521	
						Must Agree with Revenues	Must Agree with Revenues			

1.010
35.0
37.5
40.0

Steps Shifted Left and New Steps Added

LEVELS	STEPS												
	1	2	3	4	5	6	7	8	9	10	11	12	13
4	11.52	11.88	12.31	12.77	13.24	13.89	14.57	15.32	16.08	16.89	17.39		
5	12.19	12.77	13.24	13.71	14.17	14.90	15.61	16.41	17.23	18.09	18.63		
6	13.24	13.71	14.17	14.63	15.13	15.91	16.68	17.52	18.40	19.33	19.90		
7	14.17	14.63	15.13	15.64	16.18	17.00	17.84	18.74	19.67	20.66	21.26		
8	15.13	15.64	16.18	16.82	17.40	18.27	19.18	20.14	21.14	22.20	22.88		
9	16.18	16.82	17.40	18.01	18.66	19.61	20.59	21.62	22.70	23.83	24.55		
10		18.70	19.36	20.01	20.68	21.73	22.81	23.94	25.14	26.37	27.19	28.00	
11		20.01	20.68	21.41	22.12	23.22	24.39	25.62	26.91	28.25	29.09	29.97	
12		21.41	22.12	22.91	23.68	24.87	26.12	27.40	28.80	30.23	31.13	32.08	
13		22.91	23.67	24.45	25.33	26.63	27.96	29.35	30.81	32.36	33.33	34.34	
14		24.45	25.33	26.26	27.17	28.50	29.96	31.44	33.01	34.66	35.70	36.77	
15			27.17	28.16	29.15	30.59	32.14	33.74	35.43	37.19	38.30	39.47	40.65
16			29.15	30.15	31.15	32.71	34.35	36.06	37.88	39.75	40.94	42.20	43.44
17			31.15	32.32	33.40	35.06	36.81	38.65	40.59	42.62	43.90	45.21	46.58
18			33.40	34.57	35.82	37.61	39.50	41.45	43.54	45.72	47.08	48.51	49.97
19			35.82	37.04	38.36	40.27	42.29	44.41	46.63	48.95	50.42	51.92	53.49
20			38.36	39.70	41.11	43.13	45.31	47.57	49.95	52.44	54.01	55.63	57.31

MOVEMENT THROUGH THE STEPS

FOR LEVELS 1 THROUGH 9:

1. NEW EMPLOYEES HIRED ON STEP 1, 2, OR 3, OR CURRENT EMPLOYEES PROMOTED OR RECLASSIFIED TO STEP 1, 2, OR 3 MAY RECEIVE A STEP INCREASE AFTER SIX MONTHS OF EMPLOYMENT WITH RECOMMENDATION OF THEIR SUPERVISOR BASED UPON SATISFACTORY PERFORMANCE.
2. EMPLOYEES ARE ELIGIBLE FOR INCREASES FROM STEPS 2 TO 3, 3 TO 4, or 4 to 5 AFTER ONE YEAR OF EMPLOYMENT WITH RECOMMENDATION OF THEIR SUPERVISOR BASED UPON SATISFACTORY PERFORMANCE.
3. EMPLOYEES CURRENTLY AT STEP 5 THROUGH 10 ARE ELIGIBLE FOR INCREASES AFTER TWO YEARS OF EMPLOYMENT WITH RECOMMENDATION OF THEIR SUPERVISOR BASED UPON SATISFACTORY PERFORMANCE.

FOR LEVELS 10 THROUGH 14:

1. NEW EMPLOYEES HIRED ON STEP 2, OR 3, OR CURRENT EMPLOYEES PROMOTED OR RECLASSIFIED TO STEP 2, OR 3 MAY RECEIVE A STEP INCREASE AFTER SIX MONTHS OF EMPLOYMENT WITH RECOMMENDATION OF THEIR SUPERVISOR BASED UPON SATISFACTORY PERFORMANCE.
2. EMPLOYEES ARE ELIGIBLE FOR INCREASES FROM STEPS 3 TO 4, or 4 to 5 AFTER ONE YEAR OF EMPLOYMENT WITH RECOMMENDATION OF THEIR SUPERVISOR BASED UPON SATISFACTORY PERFORMANCE.
3. EMPLOYEES CURRENTLY AT STEP 5 THROUGH 11 ARE ELIGIBLE FOR INCREASES AFTER TWO YEARS OF EMPLOYMENT WITH RECOMMENDATION OF THEIR SUPERVISOR BASED UPON SATISFACTORY PERFORMANCE.

FOR LEVELS 15 THROUGH 20:

1. EMPLOYEES ARE ELIGIBLE FOR INCREASES FROM STEPS 3 TO 4, or 4 to 5 AFTER ONE YEAR OF EMPLOYMENT WITH RECOMMENDATION OF THEIR SUPERVISOR BASED UPON SATISFACTORY PERFORMANCE.
2. EMPLOYEES CURRENTLY AT STEP 5 THROUGH 13 ARE ELIGIBLE FOR INCREASES AFTER TWO YEARS OF EMPLOYMENT WITH RECOMMENDATION OF THEIR SUPERVISOR BASED UPON SATISFACTORY PERFORMANCE.

THIS CHART MAY VARY FROM ACTUAL BECAUSE OF ROUNDING. THE ACTUAL PAYROLL CALCULATIONS TAKES PRECEDENCE OVER THIS CHART.