

# **Town of Belmont, Massachusetts**



**Fiscal Year 2026**

**Town Administrator's Preliminary Budget Recommendation**

**January 17, 2025**

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Town of Belmont, MA

The budget document outlines the Town's financial plan as recommended by the Town Administrator. The effective period of this budget is from July 1, 2025 to June 30, 2026.

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**TOWN ADMINISTRATOR**

PATRICE GARVIN

**ASSISTANT TOWN ADMINISTRATOR**

JENNIFER HEWITT

To: The Honorable Select Board  
cc: Warrant Committee  
cc: Residents and Taxpayers of Belmont

**OVERVIEW**

I herewith submit for your consideration the Preliminary FY2026 Operating Budget for the Town of Belmont. A final recommended budget will be issued in late March 2025. I want to thank the team that assisted in the development of this budget, Assistant Town Administrator/Finance Director Jennifer Hewitt, Fiscal Management Analyst Adrien Kordas, and all of the Department Heads.

Prior to discussing the FY2026 Operating Budget, it is necessary to review the chain of events leading up to passage of the FY2025 operating budget. In April 2024, voters approved an \$8.4 million override with significant community support. While this override did not fund many new programs or initiatives, it did play a critical role in stabilizing the Town's finances. A portion of the override – \$250,000 – was allocated for capital projects such as sidewalk improvements and other infrastructure needs. The remaining funds, however, were used to address a growing revenue gap that had accumulated over several years.

This gap was the result of factors such as inflation, increasing fixed costs, and salaries, which placed pressure on the Town's limited operating budget. The override, therefore, was not about expanding services or launching new programs but about plugging this fiscal shortfall to ensure the continuation of current services and obligations. In the FY2026 budget, the Town will again under-fund its departments. Please note that my budget message reflects mainly on the Municipal and Shared Service pieces of the Operating Budget. The Superintendent's Preliminary FY2026 Operating Budget can be found on the [School website](#).

Since my arrival in 2018, we have implemented many initiatives to increase Revenue and create cost savings across Town government. The Town has looked to increase Revenue by receiving grants, state appropriations, and adopting local options under Massachusetts General Laws (MGL), to name a few. Zoning initiatives have also been passed to increase Revenue, and the McLean development for Zones 3 and 4 will provide the Town with new growth. In the future, the Town will be proposing more zoning initiatives, notably a Leonard Street Zoning Article, that will promote redevelopment and thereby enhance tax revenue.

During my tenure, I have initiated the reorganization and/or restructuring of almost every Municipal Department in Town through strategic merging of positions and/or streamlining departments, while maintaining the quality of services provided. This has resulted in improved service delivery and significant cost savings. These changes, driven by the need to do more with less, have been a direct response to the Town's focus on tightening its belt on spending.

The Town has maintained its AAA bond rating, which has resulted in a low interest rate on recent debt exclusions, notably the Municipal Skating Rink and Sports Facility and the Library, which has saved a significant amount in interest expenses. The acceptance of both an appointed Treasurer and an appointed Board of Assessors has also yielded tremendous efficiencies and better management of the Finance Team.

All of these efforts were successful due to the leadership of the Select Board and the hard work of the Town Departments. However, we have reached a point where further reductions to the Municipal budget will likely impact the level of services that we provide to the residents of Belmont.

The **FY2026 Operating Budget** is reflected below:

<b>TABLE 1A</b>	<b>FY2025 Appropriated</b>	<b>FY2026 TA Rec.</b>	<b>\$ Change</b>	<b>% Change</b>
Belmont Public Schools	\$ 66,885,704	\$ 70,629,379	\$ 3,743,675	5.6%
Exempt Debt Service (Library/Rink)	\$ 14,281,505	\$ 16,645,867	\$ 2,364,361	16.6%
Shared Services (Benefits, Facilities, Debt, Voc. Ed.)	\$ 36,304,878	\$ 37,456,022	\$ 1,151,144	3.2%
Municipal Departments	\$ 33,376,144	\$ 34,209,375	\$ 833,231	2.5%
Capital (Includes Roads, Sidewalks)	\$ 5,624,894	\$ 5,624,290	\$ (604)	—%
Other Post-Employment Benefits (OPEB)	\$ 440,364	\$ 440,364	\$ —	—%
<b>Subtotal - Town Operations</b>	<b>\$ 156,913,489</b>	<b>\$ 165,005,297</b>	<b>\$ 8,091,808</b>	<b>5.2%</b>
General/Capital Stabilization Funds	\$ 2,003,842	\$ —	\$ (2,003,842)	(100)%
Override Mitigation Fund	\$ 4,425,683	\$ —	\$ (4,425,683)	(100)%
School One-Time Investment	\$ 165,000	\$ —	\$ (165,000)	(100)%
<b>Subtotal - One-Time Purposes</b>	<b>\$ 6,594,525</b>	<b>\$ —</b>	<b>\$ (6,594,525)</b>	<b>(100)%</b>
<b>Total Spending</b>	<b>\$ 163,508,014</b>	<b>\$ 165,005,297</b>	<b>\$ 1,497,283</b>	<b>0.9%</b>
Projected Recurring Revenue	\$ 155,632,379	\$ 160,718,259	\$ 5,085,880	3.3%
"Recurring" Free Cash	\$ 3,000,000	\$ 3,000,000	\$ —	—%
<b>Subtotal - Recurring Revenue</b>	<b>\$ 158,632,379</b>	<b>\$ 163,718,259</b>	<b>\$ 5,085,880</b>	<b>3.2%</b>
Transfer from Override Mitigation Fund	\$ —	\$ 308,238	\$ 308,238	—%
One-Time Revenue - Capital/Fund Transfers	\$ 4,875,635	\$ 978,800	\$ (3,896,835)	(79.9)%
<b>Subtotal - One-Time Revenue</b>	<b>\$ 4,875,635</b>	<b>\$ 1,287,038</b>	<b>\$ (3,588,597)</b>	<b>(73.6)%</b>
<b>Total Revenue</b>	<b>\$ 163,508,014</b>	<b>\$ 165,005,297</b>	<b>\$ 1,497,283</b>	<b>0.9%</b>
Surplus/(Deficit)	\$ —	\$ —	\$ —	—%

The Preliminary FY2026 General Fund **Operating Budget** is a less than level-service budget that totals **\$165,005,297** and represents an increase of **\$1,497,283** or **0.9%**, over the FY2025 budget. To support that spending, we are recommending that **\$308,238** be withdrawn from the Override Mitigation Fund to meet overall anticipated needs of the Town.

### **Budget Process and Select Board Priority - "Fiscal Rigor"**

After the 2024 Annual Town Meeting, the Select Board began in earnest a discussion on Goals and Objectives for the coming year. After ranking each goal, the Select Board collectively agreed that the most pressing goal for the upcoming year was financial stability, specifically to *"establish fiscal rigor to mitigate impact of future override"*.

The priority of the FY2026 budget is to maintain services wherever possible, and support the opening of two new buildings and an enhanced IT Department. In addition, the Select Board understands the revenue challenges the Town faces to balance the operating budget, and recognizes they need to consider the long-term consequences of decisions made for the FY2026 budget. The Select Board is insistent that the Town maintain its reserve levels following our Comprehensive Financial Policies.

### **Multi-Year Revenue and Spending Model**

A key part of preparation for the 2024 Override was development of a multi-year revenue and spending model. The purpose of the model was twofold – to develop an override request that was large enough to provide for town services for a minimum of three years, and to establish benchmarks against which future budget decisions could be made. The FY2026 budget is the second of the three years intended to be covered. Through careful fiscal management, the Select Board is hopeful to extend the override to a fourth year.

The revenue portion of the model relied on the annual property tax growth allowed under Proposition 2½, which has typically trended at 3.3%. However, in recognition that some areas, particularly School spending, grow at rates above that level, the Select Board proposed and Town Meeting approved creation of an Override Mitigation Stabilization Fund (OMF), and funded it with \$3.13M from available Free Cash and \$930,000 from override proceeds. The total of \$4.06M was projected to be utilized in the FY2026 and FY2027 budgets to ensure consistent service levels and provide time for spending levels to decline at a more manageable rate. As of January 2025, the OMF balance is \$4.49M. For FY2026, a total of \$308,238 is proposed to be transferred from the OMF, leaving a balance of \$4.18M for use in FY2027 and FY2028.

The expense portion of the model imposed static levels of growth on different budget categories, as noted in the table below. These assumptions will need to be adjusted as circumstances evolve to ensure that spending does not exceed available revenue sooner than planned. The Select Board is forming a Multi-Year Budget Advisory Committee to work through those adjustments, made up of representatives from the Select Board, School Committee, Warrant Committee and Comprehensive Capital Budget Committee.

<b>Key Revenue and Cost Assumptions</b>	<b>FY26</b>	<b>FY27</b>	<b>FY28</b>	<b>FY29</b>
School Salaries Expense Growth Rates	5.30%	5.20%	5.10%	5.00%
Schools Non-Salary SPED Expense Growth Rates	7.00%	6.50%	6.50%	6.00%
Schools Operating Expense Growth Rates	3.00%	3.00%	3.00%	3.00%
Total Municipal Expense Growth Rates	2.50%	2.50%	2.50%	2.50%
Total Benefits Expense Growth Rates	3.90%	3.90%	3.90%	3.90%

## **REVENUE**

The following is a summary of the major **recurring** revenue sources used to fund the FY2026 Budget.

<b>TABLE 2</b>	<b>FY2025 Tax Recap</b>	<b>FY2026 Estimated</b>	<b>\$ Change</b>	<b>% Change</b>		<b>% of Total Revenue</b>	
Property Taxes - Operations	\$ 118,432,211	\$ 122,260,111	\$ 3,827,900	3.2%	5.4%	74.1%	84.2%
Property Taxes - Debt Service*	\$ 14,077,401	\$ 16,589,465	\$ 2,512,064	17.8%		10.1%	
State Aid	\$ 15,096,554	\$ 15,289,948	\$ 193,394	1.3%		9.3%	
Local Receipts	\$ 9,570,873	\$ 8,274,273	\$ (1,296,600)	(13.5)%		5.0%	
Available Funds	\$ 1,520,645	\$ 1,414,197	\$ (106,448)	(7.0)%		0.9%	
"Recurring" Free Cash	\$ 3,000,000	\$ 3,000,000	\$ —	—%		1.8%	
State Assessments/Overlay (Abatements)	\$ (3,065,305)	\$ (3,109,735)	\$ (44,430)	1.4%		(1.9)%	
<b>Subtotal - Recurring Revenue</b>	<b>\$ 158,632,379</b>	<b>\$ 163,718,259</b>	<b>\$ 5,085,881</b>	<b>3.2%</b>		<b>99.2%</b>	
One-Time Funding Sources	\$ 4,875,635	\$ 1,287,038	\$ (3,588,597)	(73.6)%		0.8%	
<b>Total Revenue</b>	<b>\$ 163,508,014</b>	<b>\$ 165,005,297</b>	<b>\$ 1,497,284</b>	<b>0.9%</b>		<b>100.0%</b>	

\*Exempt Debt Service is increasing due to the initial payment for permanent debt for the Rink and Library.

Belmont is not unlike other municipalities that estimate revenue at the Proposition 2½ Property Tax Levy Limit, and derive a majority of their property tax revenue from residential properties. The annual budget process is an ongoing challenge due to ever-increasing demands on limited resources. The absence of significant and consistent increases in property tax revenue from new growth, State Aid, and non-property tax revenue, paired with inflation, a tight labor market, aging infrastructure, and increasing health costs are the primary drivers of this challenge.

The FY2026 revenue estimates were reviewed at a series of Budget Summits attended by the Select Board, School Committee, Warrant Committee and Comprehensive Capital Budget Committee.

### **1. One-Time Revenue Use in Fiscal Year 2026**

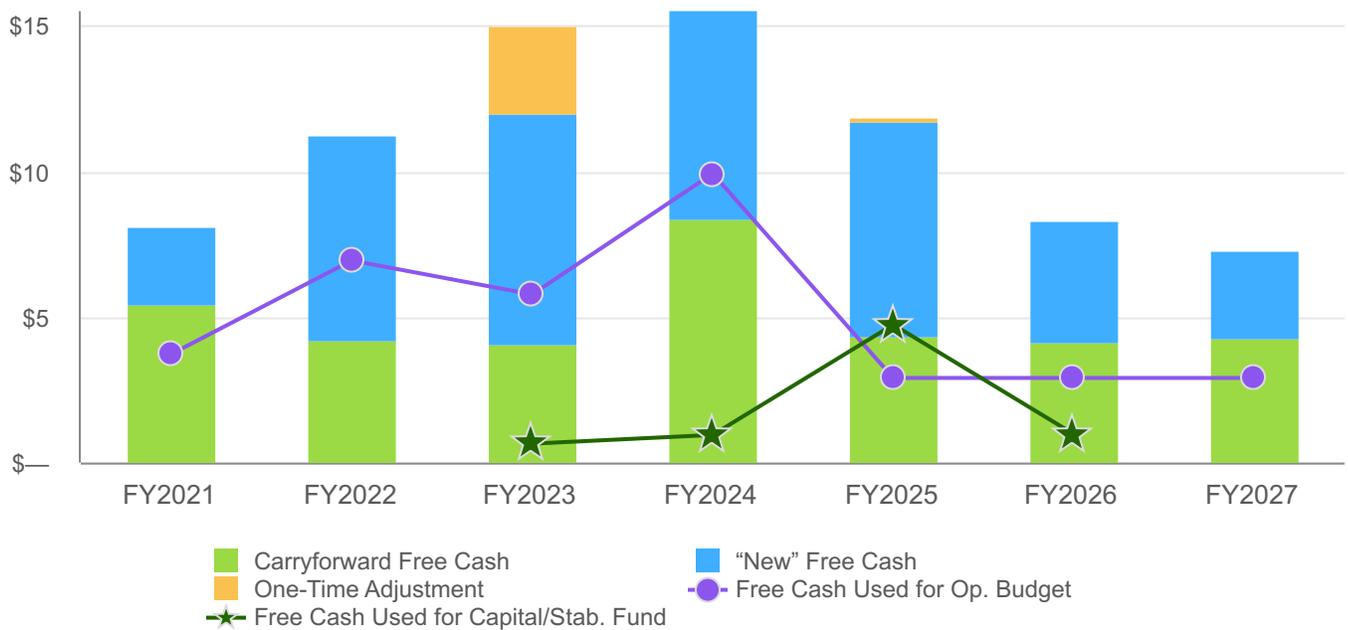
**Free Cash** is a one-time revenue source that results from the calculation, as of July 1, of a community's remaining, unrestricted funds from its prior year operations. The Department of Revenue annually certifies each community's Free Cash amount based on a balance sheet submitted as of June 30. Section C.2 of the Town's Free Cash Policy states: "The Town will seek to maintain Free Cash of 3-5% of the current Fiscal Year's General Fund Revenue Budget, with the understanding that the goal will be to maintain Free Cash of approximately 4%." The

amount of Free Cash that is unspent in one year “carries forward” and adds to the amount certified in the following year. Recent growth in certified Free Cash amounts is the result of several factors and are not expected to recur.

After considerable analysis in late 2023, Town leaders reached consensus that Free Cash has been consistently replenished at \$3,000,000 each year, which can therefore be used on an ongoing basis to fund the budget starting in FY2025. In FY2026, this reflects 1.8% of overall revenue. However, this comes at a risk that Free Cash may fall short of the projected amounts, leaving a potential future shortfall. That risk is mitigated by ensuring there are ample reserves to offset such a shortfall.

The graph below illustrates the Town’s certified Free Cash over the past 6 years. The FY2027 figure is a preliminary projection for June 30, 2025, and is subject to change based on various factors over the next five months.

**Free Cash Experience in Recent Fiscal Years, and Potential for FY2027 (\$ millions)**



**American Rescue Plan Act (ARPA) Funds.** The Town received **\$7,806,251** in federal ARPA funding in 2021. As a grant, the Select Board is authorized to allocate ARPA funds, which must be obligated by December 31, 2024, and spent by December 31, 2026. The Select Board allocated the full grant amount in five general categories – direct pandemic response, Municipal and School operating budget support, staff stipends for COVID-response work, consultants for Senior Assessment and Planning and Zoning initiatives, and capital investments.

The ARPA funding for operating budget support had to be spent by December 31, 2024. Therefore, any programs or positions funded by ARPA are no longer funded, leading to their discontinuation or elimination, unless alternate funding or reallocations are made within the operating budget.

ARPA Category	FY2022	FY2023	FY2024/25	Total
Pandemic Response	\$202,783			\$202,783
Municipal Budget		\$163,303	\$45,380	\$208,683
School Budget		\$818,686	\$1,876,000	\$2,694,686
Staff Stipends		\$269,000		\$269,000
Planning/Zoning Initiatives			\$279,230	\$279,230
Senior Needs Assessment			\$35,000	\$35,000
Capital Needs	\$1,000,000	\$1,790,333	\$1,326,536	\$4,116,869
<b>Total</b>	<b>\$1,202,783</b>	<b>\$3,041,322</b>	<b>\$3,562,146</b>	<b>\$7,806,251</b>

## 2. Recurring Revenue Estimates for Fiscal Year 2026

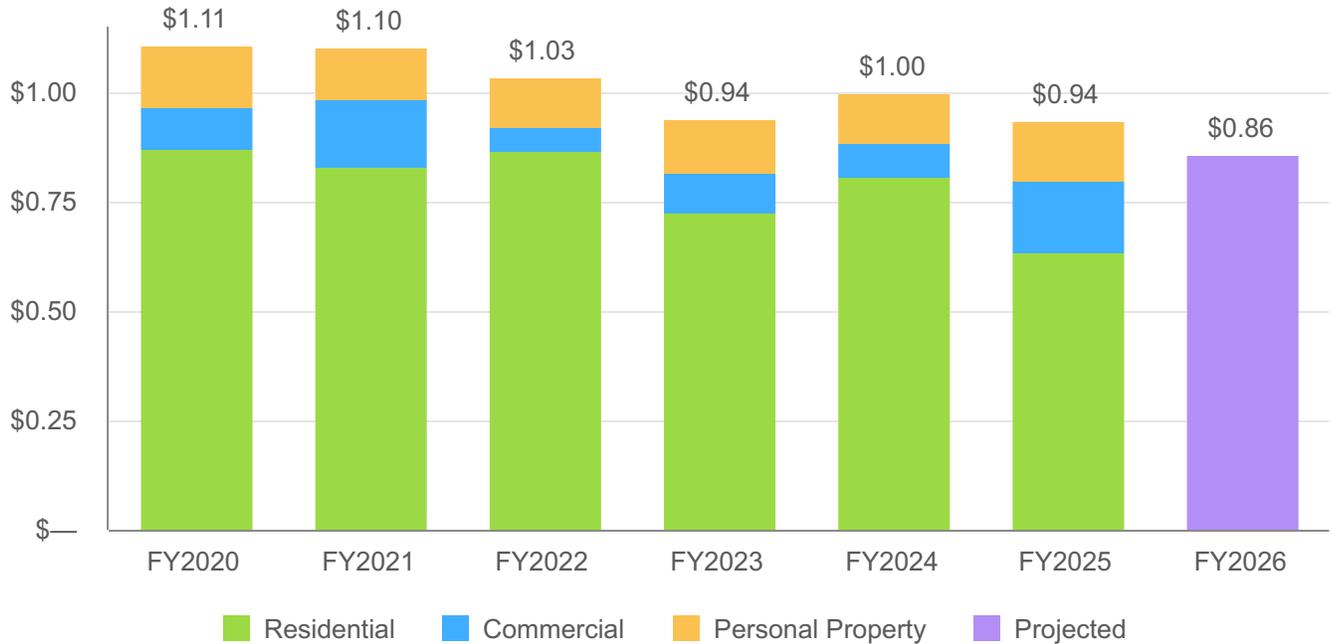
**Real Estate and Personal Property Tax Revenue:** The Town of Belmont has a single tax rate for residential and commercial/industrial/personal (CIP) properties. In FY2025, residential properties will pay 94.64% of the tax levy, with the remaining 5.36% paid by CIP properties. Table 3 reflects the history of the Town’s tax levy split.

TABLE 3	Levy Res Share	Levy CIP Share	Tax Rate	Levy Total	Residential	CIP
FY2026				\$ 138,849,576	TBD	TBD
FY2025	94.64%	5.36%	\$11.39	\$ 132,509,612	\$ 125,412,438	\$ 7,097,174
FY2024	95.34%	4.66%	\$10.56	\$ 119,500,610	\$ 113,935,984	\$ 5,564,626
FY2023	95.18%	4.82%	\$11.24	\$ 116,505,822	\$ 110,891,406	\$ 5,614,416
FY2022	94.76%	5.24%	\$11.56	\$ 111,719,938	\$ 105,863,467	\$ 5,856,471
FY2021	95.07%	4.93%	\$11.54	\$ 109,492,914	\$ 104,094,804	\$ 5,398,110
FY2020	94.90%	5.10%	\$11.00	\$ 101,309,400	\$ 96,146,673	\$ 5,162,727
FY2019	94.34%	5.66%	\$11.67	\$ 92,737,732	\$ 87,491,002	\$ 5,246,730
FY2018	94.07%	5.93%	\$12.15	\$ 88,542,898	\$ 83,291,153	\$ 5,251,745
FY2017	94.80%	5.20%	\$12.69	\$ 85,533,440	\$ 81,085,188	\$ 4,448,252
FY2016	94.74%	5.26%	\$12.56	\$ 82,875,502	\$ 78,512,936	\$ 4,362,566
FY2015	94.36%	5.64%	\$12.90	\$ 76,467,837	\$ 72,157,498	\$ 4,310,339

Property taxes remain the Town’s primary revenue source and the most stable source of revenue growth, comprising 84.2% of total projected revenues in FY2026, when \$138,849,576 is derived from this revenue source.

Real estate and personal property tax projections include an estimate from property taxes due to new construction (new growth). New growth is the only way a municipality at the Proposition 2½ levy limit can generate additional property tax revenue. The Board of Assessors’ new growth estimate for FY2026 is **\$860,000**.

**Historical New Growth Levels by Property Type (\$ millions)**



The total property tax levy includes property taxes used to finance debt exclusions based on the payment schedule for issued debt. Table 4 shows the distribution of the tax rate for the FY2025 base operating budget and each debt exclusion item.

<b>TABLE 4</b>	<b>FY2025 Tax Levy</b>	<b>Tax Rate Impact</b>
Residential/Commercial/PP	\$ 118,432,212	\$10.18
<b>Debt Exclusions</b>		
Senior Center	\$ 193,412	\$0.02
Underwood Pool	\$ 212,750	\$0.02
Wellington School	\$ 1,509,442	\$0.13
Fire Station	\$ 99,746	\$0.01
Belmont Middle & High	\$ 10,860,376	\$0.93
Public Library	\$ 324,074	\$0.03
Rink & Sports Facility	\$ 877,601	\$0.08
Total Excluded Debt	\$ 14,077,401	\$1.21
<b>COMBINED TOTAL</b>	<b>\$ 132,509,613</b>	<b>\$11.39</b>

**State Aid:** Total State Aid (Local Aid) is estimated at **\$15,289,948**, or **9.3%** of total revenues used to fund the FY2026 Budget and reflects a net increase of **\$193,394**. The Governor's FY2026 Budget will be released on January 22; any changes in Local Aid will be incorporated in the final budget recommendation in March. Two major categories of State Aid include Chapter 70 Education Aid and Unrestricted General Government Aid (UGGA). It should be noted that the state offsets this revenue via assessments to pay for certain services, primarily the MBTA. These assessments are projected at **\$2,269,735**, for a net local aid amount of **\$13,020,214**.

<b>TABLE 5</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>
Chapter 70 - Education Unrestricted	\$ 9,891,949	\$ 10,158,889	\$ 11,784,535	\$ 12,254,719	\$ 12,392,509
Reimburse - Charter Sch./Voc. Transport	\$ 43,318	\$ 66,832	\$ 58,957	\$ 28,233	\$ 28,233
General Government Unrestricted	\$ 2,481,546	\$ 2,615,549	\$ 2,669,247	\$ 2,780,224	\$ 2,835,828
Veterans' Benefits & Exemptions	\$ 24,646	\$ 3,374	\$ 1,507	\$ 3,426	\$ 3,426
Loss of Taxes - Vets, Blind, Surv. Spouse	\$ 12,550	\$ 12,550	\$ 26,556	\$ 29,952	\$ 29,952
<b>TOTAL</b>	<b>\$12,454,009</b>	<b>\$ 12,857,194</b>	<b>\$14,540,802</b>	<b>\$15,096,554</b>	<b>\$15,289,948</b>
\$ Change from Prior Year	\$ 200,296	\$ 403,185	\$ 1,683,608	\$ 555,753	\$ 193,394
% Change from Prior Year	1.6%	3.2%	13.1%	3.8%	1.3%
State Assessments (MBTA, MAPC, School Choice/Charter Tuition, etc.)	\$ (1,982,588)	\$ (2,089,526)	\$ (2,220,669)	\$ (2,225,230)	\$ (2,269,735)
<b>Net State Aid</b>	<b>\$ 10,471,421</b>	<b>\$ 10,767,668</b>	<b>\$ 12,320,133</b>	<b>\$ 12,871,324</b>	<b>\$ 13,020,214</b>
\$ Change from Prior Year	\$ 193,941	\$ 296,247	\$ 1,552,465	\$ 551,192	\$ 148,890
% Change from Prior Year	1.9%	2.8%	14.4%	4.5%	1.2%

Note: The Library receives aid from the State which is controlled by the Board of Library Trustees, so is not reflected in the figures above.

**Local Receipts:**

After property tax and State Aid, Local Receipts are a major source of revenue to the Town. These revenues total **\$8,274,273** in FY2026, and represent **5.0%** of total revenues. The main revenue streams in this category are Motor Vehicle Excise **\$3,725,000**, Other Excise, which reflects both Meals and Cannabis **\$380,000**, Ambulance Receipts **\$1,200,000** embedded under Municipal Department Revenue, and Investment Income **\$500,000**.

<b>TABLE 6</b>	<b>FY2022 Actual</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Budget</b>	<b>FY2026 Projected</b>
Motor Vehicle Excise Tax	\$ 3,647,472	\$ 3,657,004	\$ 3,877,070	\$ 3,650,000	\$ 3,725,000
Other Excise (Meals, Cannabis)	\$ 328,822	\$ 324,660	\$ 403,332	\$ 345,000	\$ 380,000
Penalties & Interest	\$ 515,182	\$ 245,001	\$ 328,242	\$ 260,249	\$ 250,500
PILOT's	\$ 36,092	\$ 37,059	\$ 50,885	\$ 48,075	\$ 49,048
Rentals	\$ 6,800	\$ 13,531	\$ 18,110	\$ 5,500	\$ 18,000
Departmental-Schools	\$ 378,935	\$ 150,213	\$ 178,107	\$ 100,000	\$ 100,000
Departmental-Municipal	\$ 2,626,950	\$ 3,093,947	\$ 3,013,376	\$ 1,666,175	\$ 1,666,175
Licenses & Permits	\$ 1,556,574	\$ 1,645,498	\$ 1,615,125	\$ 1,371,550	\$ 1,371,550
Fines & Forfeitures	\$ 200,020	\$ 264,872	\$ 265,489	\$ 199,324	\$ 214,000
Investment Income	\$ 156,917	\$ 1,119,249	\$ 2,256,446	\$ 1,925,000	\$ 500,000
Miscellaneous Non-Recurring	\$ 114,179	\$ 248,997	\$ 510,335	\$ —	\$ —
<b>Total</b>	<b>\$ 9,567,943</b>	<b>\$10,800,033</b>	<b>\$ 12,516,517</b>	<b>\$ 9,570,873</b>	<b>\$ 8,274,273</b>

The Town continues to look for ways to increase local receipts, through recent Zoning and economic development initiatives.

**Other Available Funds** are funding sources that the Town can access such as PILOT Payments from the Belmont Municipal Light Department, and Indirect Costs from Enterprise Funds. Some available funds are considered one-time in nature; however, those are traditionally dedicated to one-time spending items, particularly Capital. Table 7 lists the sources of Other Available Funds.

<b>TABLE 7</b>	<b>FY2024 Actuals</b>	<b>FY2025 Estimated</b>	<b>FY2026 Projected</b>
Receipts Reserved Approp-Parking Meters	\$ 30,000	\$ 30,000	\$ 30,000
Trans from Light Dept for Tax Reduction (PILOT)	\$ 450,000	\$ 650,000	\$ 650,000
Trans from Water for Operating-Indirect Costs	\$ 244,166	\$ 246,442	\$ 279,311
Trans from Sewer for Operating-Indirect Costs	\$ 248,321	\$ 273,783	\$ 282,168
Trans from Leftover Capital Items	\$ 179,029	\$ 246,196	\$ —
Trans from Perpetual Care Fund	\$ 25,000	\$ 25,000	\$ 25,000
Capital Endowment Fund Special Projects	\$ 107,761	\$ 91,316	\$ 91,316
<b>TOTAL OTHER AVAILABLE FUNDS</b>	<b>\$ 1,284,277</b>	<b>\$ 1,562,737</b>	<b>\$ 1,357,795</b>

## **EXPENDITURES**

There are three main parts of the Operating Budget - Municipal Services, Shared Services and the School Department.

<b>TABLE 8</b>	<b>FY2024 Actual</b>	<b>FY2025 Budgeted</b>	<b>FY2026 Proposed</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Municipal</b>					
General Government	\$ 5,366,091	\$ 5,708,750	\$ 6,068,213	\$ 359,463	6.3%
Public Safety	\$ 13,993,695	\$ 14,482,995	\$ 14,696,297	\$ 213,302	1.5%
Public Services	\$ 10,279,935	\$ 9,753,750	\$ 9,490,457	\$ (263,293)	(2.7)%
Human Services	\$ 3,162,325	\$ 3,430,649	\$ 3,954,408	\$ 523,759	15.3%
<b>Subtotal - Municipal</b>	<b>\$ 32,802,046</b>	<b>\$ 33,376,144</b>	<b>\$ 34,209,375</b>	<b>\$ 833,231</b>	<b>2.5%</b>
<b>Shared Services</b>					
Debt Service	\$ 14,626,779	\$ 15,511,944	\$ 17,684,656	\$ 2,172,711	14.0%
Employee Benefits	\$ 24,582,895	\$ 25,939,333	\$ 26,926,986	\$ 987,653	3.8%
OPEB	\$ 552,695	\$ 440,364	\$ 440,364	\$ —	—%
Prop/Liability Insurances	\$ 763,616	\$ 826,725	\$ 857,208	\$ 30,483	3.7%
Warrant Committee Reserve	\$ —	\$ 500,000	\$ 500,000	\$ —	—%
Vocational Education	\$ 453,361	\$ 234,580	\$ 234,580	\$ —	—%
Facilities Department	\$ 7,308,628	\$ 7,573,801	\$ 7,897,239	\$ 323,437	4.3%
Capital	\$ 5,439,570	\$ 5,624,894	\$ 5,624,290	\$ (604)	—%
<b>Subtotal - Shared Services</b>	<b>\$ 53,727,543</b>	<b>\$ 56,651,641</b>	<b>\$ 60,165,322</b>	<b>\$ 3,513,681</b>	<b>6.2%</b>
<b>Education</b>					
<b>Belmont Public Schools</b>	<b>\$ 63,486,981</b>	<b>\$ 66,885,704</b>	<b>\$ 70,629,379</b>	<b>\$ 3,743,675</b>	<b>5.6%</b>
<b>Subtotal - All Recurring</b>	<b>\$ 150,016,570</b>	<b>\$ 156,913,489</b>	<b>\$ 165,004,076</b>	<b>\$ 8,693,824</b>	<b>5.5%</b>
One-Time Spending/Transfers to Stab. Funds	\$ 950,000	\$ 6,594,525	\$ —	\$ (6,594,525)	(100)%
<b>Total Expenditures</b>	<b>\$ 150,966,570</b>	<b>\$ 163,508,014</b>	<b>\$ 165,004,076</b>	<b>\$ 1,496,062</b>	<b>0.9%</b>

## **Municipal Services**

### **Summary**

The FY2026 budget for Municipal Departments is **\$34,209,375** which is **20.7%** of the overall recurring budget. The Municipal Services budget has increased 2.5% over FY2025. The 2.5% increase is in line with projections made in the financial model. This ability to stay within 2.5% has been made through efforts to control spending and create efficiencies. These efforts show a long-term approach to managing municipal finances, where cost control, restructuring, and strategic growth play key roles in maintaining fiscal responsibility.

The IT Department was a focus for the FY2026 budget. This past year I was presented with the opportunity to implement my vision for the IT Department. The growing need for IT infrastructure in every community across Massachusetts has never been more apparent. For years, the IT Department in Belmont faced severe underfunding, resulting in outdated technology, insufficient personnel, and inadequate equipment. This gap in resources has created a critical vulnerability in a time when reliable and secure IT systems are essential to the functioning of local government and public safety.

Recognizing this need, this past summer we hired a Chief Innovation Officer (CIO) to spearhead the modernization of our IT infrastructure and lead Belmont out of its antiquated

systems. The CIO is tasked with implementing a forward-thinking strategy that not only addresses current deficiencies but also anticipates the future needs of our community. This hire supports my vision to revitalize the IT Department, ensuring that technology serves as a strategic asset for the town.

Below is a brief description of General Government, Public Safety, Public Services, and Human Services. Human Services includes the newly created department of Community Services. A more detailed budget can be found in the later pages of the preliminary budget book.

### General Government

The proposed FY2026 General Government budget is **\$6,068,213**, which reflects an increase from FY2025 of **\$359,463** and is **3.7%** of the total recurring budget. The increase is due to salaries and contract services, specifically operating expenses for the Rink. The FY2025 Town Administrator's budget included 6-months of salary for a full-time Rink Manager, which is extended to 12-months in the FY2026. That position will support the new Municipal Rink and Sports Facility once construction is completed in late fall 2025.

### Public Safety

The proposed FY2026 Public Safety budget is **\$14,696,297**, an increase of **\$213,302** over FY2025 and is **8.9%** of the total recurring budget. The increases do not yet reflect the cost of new collective bargaining contracts for the Police Patrol Officers and Fire Fighters unions, whose contracts are set to expire on June 30, 2025.

The Fire Department has a sizeable number of vacancies due to a changing workforce, which is impacting overtime. The Police Department had been greatly impacted by vacancies, but has started to see a positive change due to the Town Meeting vote for the Belmont Police Department to leave Civil Service. The Police Chief reports a higher number of applications for open positions than he has seen in decades, and initial hires will graduate from the Police Academy in January.

### Public Services

The proposed FY2026 Public Services budget is **\$9,490,457**, a decrease of **\$(263,293)** from FY2025, and **5.8%** of the total recurring budget. The decrease reflects the removal of **\$323,398** in Recreation Department General Fund expenses which have transitioned to Human Services.

Another initiative within Public Services is the restructuring of the Department of Public Works, through contract negotiations. The Town was able to successfully bargain to outsource cemetery services, eliminating four positions. The elimination of these positions provided the ability to implement a market rate adjustment that realigned compensation to comparable communities.

The Town's contractual obligations for trash, recycling and disposal are projected to increase 5% in FY2026. To offset this increase, I am proposing that the Select Board consider implementing a fee for bulky item disposal and mattress recycling. Implementing such fees will cover the costs of collecting and disposing of items such as large furniture, appliances,

mattresses, and other non-standard waste, thereby ensuring that the costs for these services are properly funded and borne by the impacted residents rather than general tax revenues.

For the Office of Planning and Building, I am proposing to optimize resources without exceeding the 2.5% growth limit for Municipal Departments. The department is still working through the FY2025 restructure, meaning the current staff and alignment are still being evaluated to ensure they can meet the minimum department's goals without needing additional resources. The Staff Planner position, if implemented correctly, could play a significant role in alleviating some of the workload from the Director of Planning and Building, who has many high-level and strategic responsibilities. By transferring more operational and day-to-day tasks to the Staff Planner, the Director can focus on higher-priority initiatives, such as economic development, which can become a key strategic focus for the Town. The Staff Planner job description is currently under review.

### Human Services

The proposed FY2026 Human Services budget is **\$3,954,408**, an increase of **\$523,759** from FY2025, and **2.4%** of the total recurring budget. The increase is due to two areas - the opening of the new Library in late 2025, and the transition of the Recreation Department from Public Services to the new Community Services department within Human Services.

The Community Services Department is comprised of the Council on Aging, Recreation and Veterans' Services divisions. This newly created department was formed to capitalize on staff departures that created an opportunity to streamline operations. This initiative combined the administrative functions of two smaller departments, both of which provide programming to their target audiences. To help understand the change in structure, staff have developed a crosswalk that maps the old staff title and department to its new location in the new department. The crosswalk can be found in [Appendix B](#).

### Shared Services

The proposed FY2026 Shared Services budget is **\$60,166,543** which is **36.5%** of the recurring operating budget. Shared services consists of the following:

1. Debt Service - Principal and Interest
2. Benefits - Insurance, Pension, Other Benefits (i.e. Medicare), Other Post Employment Benefit (OPEB)
3. Warrant Committee Reserve
4. Regional School Expenses (i.e. Vocational Education)
5. Facilities Department
6. Capital for Streets, Sidewalks, Discretionary

### Debt Service - Principal and Interest

The FY2026 budget for Debt Service has increased by a net amount of **\$2,172,711** to a total of **\$17,684,656** due to the first payment for permanent debt for the Rink and Library. Exempt debt for FY2026 is **\$16,645,867**, or **10.1%** of the recurring budget, while within levy debt service is **\$1,038,789**, or **0.6%** of the recurring budget. The Exempt Debt total includes the Rink, Library and Belmont Middle and High School projects. Table 9 reflects overall debt services obligations of the Town, including Water and Sewer Enterprise.

<b>TABLE 9</b>	<b>FY2022 Actual</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Budgeted</b>	<b>FY2026 Proposed</b>
Within Levy Debt Service	\$ 1,549,731	\$ 1,438,989	\$ 1,472,264	\$ 1,230,439	\$ 1,038,789
Prop 2½ Excluded Debt Service	\$ 13,029,464	\$ 13,731,513	\$ 13,154,514	\$ 14,281,505	\$ 16,645,867
Water Debt Service	\$ 867,038	\$ 925,867	\$ 694,488	\$ 784,538	\$ 760,288
Sewer Debt Service	\$ 925,124	\$ 915,700	\$ 911,414	\$ 902,901	\$ 871,549
<b>Total Debt Service</b>	<b>\$ 16,371,357</b>	<b>\$ 17,012,069</b>	<b>\$ 16,232,680</b>	<b>\$ 17,199,383</b>	<b>\$ 19,316,492</b>
Gross Revenues	\$139,957,144	\$147,209,680	\$156,964,256	\$163,508,014	\$165,005,297
Debt Service as % of Revenue	11.7%	11.6%	10.3%	10.5%	11.7%

Benefits - Insurance, Pension, Other Benefits, and OPEB

Benefits include Pension, Retiree and Employee Health Insurance, Medicare, Workers' Compensation, Unemployment and OPEB. The FY2026 proposed budget for the category is **\$26,926,986**, an increase of **\$987,653**, or **3.81%**, and represents a transition year for health insurance rates. Now that we are moving past the pandemic, employees are reengaging with their healthcare providers, causing claims to increase. Spending trends indicate a 8-12% rate of growth for FY2026; however, I propose to limit FY2026 premium increases to 6%, and rely on healthy balances in the Health Insurance Trust to offset potential higher expenses.

In 2020, at the onset of the COVID-19 pandemic, we made the strategic decision to implement a baseline increase of 3-4% for health insurance costs. This foresight proved invaluable as, during the first three years of the pandemic, a decline in medical visits and claims resulted in a temporary reduction in healthcare costs. By maintaining moderate increases in rates, we were able to mitigate much larger increases for employees and the Town in both FY2025 and FY2026. In addition, the savings during the pandemic built up a balance in the Health Insurance Trust, which is now providing a buffer to manage rate fluctuations and reduce the impact of unexpected increases.

Looking ahead to FY2026, we've been informed that municipal health insurance premiums across the Commonwealth are projected to rise by as much as 15%. However, thanks to the trust fund balance and careful financial planning, we are projecting health insurance rate increases of 6% for FY2026—significantly below the average increase seen elsewhere. The actual rates will be reviewed by the Select Board in March 2025.

In April 2023, the Retirement Board revised its pension funding schedule to level-fund the FY2024 and FY2025 contributions at the FY2023 level. For FY2026, pension costs are projected to resume a more moderate level of increase of **\$254,878** or **2.6%**, which is projected to reach full-funding in 2031.

Property and Liability Insurance and Workers' Compensation premium costs are estimated to increase by a combined **\$62,930** or approximately **5.0%**, with increases in both areas driven by a volatile insurance marketplace offset by decreases to Workers' Compensation to capture some savings due to lower spending levels in recent years.

Other post-employment benefits (OPEB) are the life and health insurance benefits that employees become eligible for once they retire. The assets of an OPEB trust are held solely to meet the current and future liabilities for group health insurance benefits for retirees and their dependents, and are subject to appropriation. Table 10 shows the OPEB contributions each year since FY2021.

<b>TABLE 10</b>	<b>FY2021 Actual</b>	<b>FY2022 Actual</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Budgeted</b>	<b>FY2026 Proposed</b>
Town	\$ 50,000	\$ 50,000	\$ 579,275	\$ 552,695	\$ 440,364	\$ 440,364
Water	\$ 6,990	\$ 7,500	\$ 7,500	\$ 10,485	\$ 8,354	\$ 8,354
Sewer	\$ 4,112	\$ 4,500	\$ 4,500	\$ 5,527	\$ 4,404	\$ 4,404
<b>Total</b>	<b>\$ 61,102</b>	<b>\$ 62,000</b>	<b>\$ 591,275</b>	<b>\$ 568,707</b>	<b>\$ 453,122</b>	<b>\$ 453,122</b>

Regional Schools (Vocational Education)

The FY2026 Regional School expense is estimated at **\$234,580**, which reflects level-funding due to stable enrollments, with tuition increases offset by the final payment of a recurring capital lease in FY2025.

Facilities Department

We are proposing an increase of **\$324,658** in the Facilities budget. The increase is due to contractual obligations under a new collective bargaining agreement and anticipated increases in service contracts. The Facilities Department has absorbed the custodians that were traditionally included in the schools’ operating budget. The absorption finalizes the merging of the school and town Facilities Department, initiated over a decade ago.

This proposed budget does not yet include the transfer of funds for Library Plant Management to the Facilities Department, a move that I believe offers several important advantages. Since 2018, we have been steadily building the Facilities Department to service both the Town and the Schools. During this period, a number of debt exclusions for new buildings have resulted in increased square footage and more advanced building systems that require specialized maintenance.

In the fall of 2025, two new buildings will come online and will need to be maintained. Given this upcoming expansion, it is critical to ensure that appropriate funding is allocated for their upkeep. By placing the library under Shared Services, we can guarantee that library maintenance is prioritized. In the coming weeks, I will be working with the Board of Library Trustees on updates to a Memorandum of Agreement to effectuate the transition.

Finally, the Facilities Department has been working on a Townwide building assessment. This report will illustrate significant costs to maintain the Town’s buildings. The Director will be presenting a prioritized plan to the Town.

Capital Budget

The FY2026 Capital Budget contains **\$3,111,414** to support capital projects which will be recommended by the Comprehensive Capital Budget Committee (CCBC), and represents

**3.4%** of the General Fund recurring operating budget. That percentage grows to **4.0%** when within levy debt service for prior capital projects is added.

The amount dedicated to Capital includes \$2.13M in the traditional budget allocation, plus \$978,800 in Free Cash to support the anticipated need for significant projects at the Chenery Upper Elementary School. This continues the dedication of one-time revenues for one-time purposes that has been followed in recent fiscal years. A more detailed Capital Budget will be released once the CCBC completes its recommendations for FY2026.

Capital Budget - Roads and Sidewalks

The FY2026 Budget contains **\$2,000,617** million to support the ongoing Pavement Management Program which funds roadway reconstruction in Belmont. This amount is in addition to approximately **\$546,536**, which is received annually from State Chapter 90 Highway Funds.

The FY2026 Budget contains **\$512,259** to support sidewalk repair, which grows by 2.5% each year in line with Proposition 2½. This includes \$250,000 from the 2024 Override that could be reallocated in future years to other capital needs.

School Department

The attached School Department budget of **\$70,629,379** reflects an increase of **\$3,743,675** from FY2025 or **5.6%**, and is **42.8%** of the overall recurring budget. In addition to the direct appropriations noted, an additional **\$10,928,808** is budgeted for School Benefits in Shared Services to reflect the benefits costs for School staff.

<b>Category</b>	<b>Budgeted</b>	<b>Municipal</b>	<b>Schools</b>
Municipal Depts.	\$ 34,209,375	\$ 34,209,375	
Belmont Public Schools	\$ 70,629,379		\$ 70,629,379
Facilities	\$ 7,898,460	\$ 1,618,037	\$ 6,280,423
Pension	\$ 10,128,274	\$ 7,093,352	\$ 3,034,922
Benefits - Empl/Retiree	\$ 16,798,712	\$ 5,869,903	\$ 10,928,808
OPEB	\$ 440,364	\$ 153,875	\$ 286,489
Debt Service	\$ 17,684,656	\$ 1,986,287	\$ 15,698,369
Liability Insurance	\$ 857,208	\$ 440,265	\$ 416,943
WC Reserve	\$ 500,000	\$ 500,000	
Regional Schools	\$ 234,580		\$ 234,580
Capital - Streets/Sidewalks	\$ 2,512,876	\$ 2,512,876	
Discretionary Capital*	\$ 3,111,414	TBD	TBD
<b>Total General Fund</b>	<b>\$ 165,005,297</b>	<b>\$ 54,383,970</b>	<b>\$ 107,509,913</b>
		33.0%	65.2%

*\*Discretionary Capital will be allocated once final projects have been selected.*

## Additional Comments

### Enterprise Funds: Water/Sewer & Stormwater

The FY2026 Enterprise budgets are included within the Department of Public Works. However, it is noteworthy that the Town has not yet received initial estimates for the MWRA Assessments, which are the largest parts of both the Water and Sewer enterprise budgets. Placeholder increases of 5% have been included. Initial estimates are typically received in mid-February; the final budget recommendation will reflect the updated assessments.

Per a recent discussion with the Select Board, we are planning to introduce a warrant article to create a Stormwater Enterprise Fund at the 2025 Annual Town Meeting (ATM), which would be part of the annual budget beginning in FY2027. This would be an important step toward improving transparency and understanding of costs associated with stormwater management. The creation of a Stormwater Enterprise Fund would allow the Town to better track, manage, and fund its stormwater management operations in a more organized and transparent manner. This move aims to provide clear financial information about the costs and revenue associated with managing stormwater, making it easier for residents and stakeholders to understand how fees are applied and how funds are utilized.

### Reserve Balances

The reserve ratio as of the end of FY2023 is 11.5% of the General Fund budget. Table 11 reflects the balances of the Town's reserves as of June 30, 2024, including carryforward Free Cash.

<b>TABLE 11</b>	<b>General Stabilization</b>	<b>Capital Endowment</b>	<b>Free Cash</b>	<b>Kendall Fund</b>	<b>Ash Landfill Stabilization</b>	<b>TOTAL</b>
Balance - June 30, 2024	\$3,743,655	\$5,149,931	\$4,138,078	\$1,205,388	\$2,994,189	\$17,231,241
% of Gen'l Fund Budget	2.5%	3.5%	2.8%	0.8%	2.0%	11.5%

**Revolving Fund Accounts** are typically revenue streams that are authorized by Town Meeting for specific programs or services with expenses that (1) fluctuate with demand, and (2) can be matched against fees, charges or other revenue collected during the year.

For the 2025 Annual Town Meeting (ATM), the Town will be proposing two articles related to Revolving Funds. The first is the standard spending authorization that is voted each year. The second is a General Bylaw amendment that will clean up the list of the Town's revolving funds, with some funds removed, some amended and some added. This amendment will ensure that each fund is properly aligned with the Town's financial operations and goals.

Table 12 lists the Town’s Revolving Funds and revenue and expenses to date in FY2025.

<b>TABLE 12</b>	<b>Authorized Spending</b>	<b>Balance 6/30/24</b>	<b>FY2025 Receipts</b>	<b>FY2025 Spending</b>	<b>FY2025 Balance</b>
Senior Programs	\$ 150,000	\$ 56,813	\$ 70,725	\$ 62,793	\$ 64,744
Art Gallery	\$ 15,000	\$ 4,847	\$ —	\$ —	\$ 4,847
Rock Meadow Maintenance	\$ 15,000	\$ 19,626		\$ 4,711	\$ 14,915
Copying/Lost Books	\$ 15,000	\$ 1,425	\$ 1,685	\$ 1,908	\$ 1,201
Stormwater Improvements	\$ 100,000	\$ 15,200			\$ 15,200
MLK Day Breakfast	\$ 5,000	\$ —			\$ —
Non-School Property Maintenance	\$ 60,000	\$ 50,491	\$ 54,376	\$ 68,788	\$ 36,079
Stormwater Consulting	\$ 50,000	\$ 109			\$ 109
Recreation	\$ 1,280,000	\$ —	\$ 448,625	\$ 624,024	\$ (175,399)
<b>Total</b>	<b>\$ 1,690,000</b>	<b>\$ 148,510</b>	<b>\$ 575,411</b>	<b>\$ 762,224</b>	<b>\$ (38,303)</b>

The Town Administrator's Office looks forward to working with the Select Board, School Committee, Warrant Committee and Comprehensive Capital Budget Committee in the months ahead as we finalize the Budget for Town Meeting approval in May. We welcome any suggestions, comments or feedback from Town Meeting members or citizens concerning the FY2026 Budget. Individuals can email comments to [selectboard@belmont-ma.gov](mailto:selectboard@belmont-ma.gov).

Regards,

Patrice Garvin  
Town Administrator

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**Summary of Revenues and Expenditures**

<b>Revenues</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Estimated</b>	<b>FY2026 Projected</b>
Property Tax Levy	\$ 102,786,493	\$ 106,356,917	\$ 118,432,211	\$ 122,260,111
Levy for Exempt Debt	\$ 13,719,329	\$ 13,143,693	\$ 14,077,401	\$ 16,589,465
Total Tax Levy	\$ 116,505,822	\$ 119,500,610	\$ 132,509,612	\$ 138,849,576
State Aid	\$ 12,857,194	\$ 14,545,442	\$ 15,096,554	\$ 15,289,948
Local Receipts	\$ 10,800,033	\$ 12,516,517	\$ 9,570,873	\$ 8,274,273
Available Funds	\$ 8,577,788	\$ 12,498,320	\$ 8,226,055	\$ 4,489,756
Revenue Offsets	\$ (2,919,157)	\$ (3,039,119)	\$ (3,065,305)	\$ (3,109,735)
Enterprise Receipts	\$ 1,388,000	\$ 942,487	\$ 1,170,225	\$ 1,211,479
<b>Total Revenues</b>	<b>\$ 147,209,680</b>	<b>\$ 156,964,256</b>	<b>\$ 163,508,014</b>	<b>\$ 165,005,297</b>

<b>Spending</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Budget</b>	<b>FY2026 Budget</b>
Belmont Public Schools	\$ 56,852,294	\$ 63,486,981	\$ 66,885,704	\$ 70,629,379
Regional Schools	\$ 886,383	\$ 453,361	\$ 234,580	\$ 234,580
Total Education	\$ 57,738,677	\$ 63,940,342	\$ 67,120,284	\$ 70,863,959
General Government	\$ 5,309,726	\$ 5,366,091	\$ 5,708,750	\$ 6,068,213
Public Safety	\$ 14,219,726	\$ 13,993,695	\$ 14,482,995	\$ 14,696,297
Public Services	\$ 9,711,335	\$ 10,279,935	\$ 9,753,750	\$ 9,490,457
Health and Human Services	\$ 3,233,233	\$ 3,162,325	\$ 3,430,649	\$ 3,954,408
Total Municipal Government	\$ 32,474,019	\$ 32,802,046	\$ 33,376,144	\$ 34,209,375
Facilities	\$ 6,527,027	\$ 7,308,628	\$ 7,573,801	\$ 7,898,460
Pension Assessment	\$ 10,077,954	\$ 10,033,563	\$ 9,873,396	\$ 10,128,274
Employee Benefits	\$ 14,819,363	\$ 14,549,332	\$ 16,065,937	\$ 16,798,712
Debt Service	\$ 15,170,502	\$ 14,626,779	\$ 15,511,944	\$ 17,684,656
Other Shared	\$ 362,197	\$ 763,616	\$ 1,326,725	\$ 1,357,208
Total Shared Services	\$ 46,957,043	\$ 47,281,917	\$ 50,351,803	\$ 53,867,309
Capital - Streets	\$ 1,857,772	\$ 1,904,216	\$ 1,951,821	\$ 2,000,617
Capital - Sidewalks	\$ 237,730	\$ 243,673	\$ 499,765	\$ 512,259
Capital - Discretionary	\$ 3,787,495	\$ 3,291,681	\$ 3,173,308	\$ 3,111,414
Total Capital	\$ 5,882,997	\$ 5,439,570	\$ 5,624,894	\$ 5,624,290
Other Warrant Articles (OPEB, Stabilization Funds)	\$ 579,275	\$ 1,502,695	\$ 7,034,889	\$ 440,364
<b>Total Spending</b>	<b>\$ 143,632,011</b>	<b>\$ 150,966,570</b>	<b>\$ 163,508,014</b>	<b>\$ 165,005,297</b>
<b>Net Budget Surplus/(Deficit)</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ —</b>	<b>\$ —</b>

# Program Summary

Town of Belmont, MA

Element	Description	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
<b>Program 1000: General Government</b>									
1100	Assessors Compensation	\$282,644	\$289,754	\$301,391	\$—	\$—	\$301,391	\$11,637	4.0%
1100	Assessors Expenses	\$119,550	\$172,500	\$166,000	\$—	\$—	\$166,000	\$(6,500)	(3.8)%
	<i>Subtotal 1100 Assessors</i>	<i>\$402,195</i>	<i>\$462,254</i>	<i>\$467,391</i>	<i>\$—</i>	<i>\$—</i>	<i>\$467,391</i>	<i>\$5,137</i>	<i>1.1%</i>
1200	Compensation	\$223,447	\$222,019	\$238,244	\$—	\$—	\$238,244	\$16,225	7.3%
1200	Human Resources Expenses	\$52,542	\$80,450	\$80,450	\$—	\$(510)	\$79,940	\$(510)	(0.6)%
1250	Salary Reserve	\$360,949	\$571,980	\$470,215	\$—	\$—	\$470,215	\$(101,765)	(17.8)%
	<i>Subtotal 1200 Human Resources</i>	<i>\$636,938</i>	<i>\$874,449</i>	<i>\$788,909</i>	<i>\$—</i>	<i>\$(510)</i>	<i>\$788,399</i>	<i>\$(86,050)</i>	<i>(9.8)%</i>
1300	IT Compensation	\$457,589	\$524,773	\$640,501	\$—	\$—	\$640,501	\$115,728	22.1%
1300	IT Expenses	\$998,358	\$1,093,600	\$1,120,062	\$—	\$12,885	\$1,132,947	\$39,347	3.6%
	<i>Subtotal 1300 IT</i>	<i>\$1,455,948</i>	<i>\$1,618,373</i>	<i>\$1,760,563</i>	<i>\$—</i>	<i>\$12,885</i>	<i>\$1,773,448</i>	<i>\$155,075</i>	<i>9.6%</i>
1400	Town Accountant Compensation	\$354,187	\$354,795	\$375,777	\$—	\$—	\$375,777	\$20,982	5.9%
1400	Town Accountant Expenses	\$90,446	\$75,930	\$93,950	\$—	\$—	\$93,950	\$18,020	23.7%
	<i>Subtotal 1400 Town Accountant</i>	<i>\$444,634</i>	<i>\$430,725</i>	<i>\$469,727</i>	<i>\$—</i>	<i>\$—</i>	<i>\$469,727</i>	<i>\$39,002</i>	<i>9.1%</i>
1500	Town Administration Compensation	\$632,126	\$678,248	\$772,531	\$—	\$—	\$772,531	\$94,283	13.9%
1500	Town Administration Expenses	\$493,767	\$505,040	\$709,040	\$—	\$(1,520)	\$707,520	\$202,480	40.1%
	<i>Subtotal 1500 Town Administration</i>	<i>\$1,125,893</i>	<i>\$1,183,288</i>	<i>\$1,481,571</i>	<i>\$—</i>	<i>\$(1,520)</i>	<i>\$1,480,051</i>	<i>\$296,763</i>	<i>25.1%</i>
1600	Town Clerk Compensation	\$375,983	\$409,383	\$367,227	\$—	\$—	\$367,227	\$(42,156)	(10.3)%
1600	Town Clerk Expenses	\$107,587	\$145,085	\$114,338	\$—	\$—	\$114,338	\$(30,747)	(21.2)%
	<i>Subtotal 1600 Town Clerk</i>	<i>\$483,570</i>	<i>\$554,468</i>	<i>\$481,565</i>	<i>\$—</i>	<i>\$—</i>	<i>\$481,565</i>	<i>\$(72,903)</i>	<i>(13.1)%</i>
1700	Treasurer Compensation	\$368,972	\$397,294	\$420,732	\$—	\$—	\$420,732	\$23,438	5.9%
1700	Treasurer Expenses	\$447,942	\$187,900	\$186,900	\$—	\$—	\$186,900	\$(1,000)	(0.5)%
	<i>Subtotal 1700 Treasurer</i>	<i>\$816,914</i>	<i>\$585,194</i>	<i>\$607,632</i>	<i>\$—</i>	<i>\$—</i>	<i>\$607,632</i>	<i>\$22,438</i>	<i>3.8%</i>
	<b>Total General Government</b>	<b>\$5,366,091</b>	<b>\$5,708,750</b>	<b>\$6,057,358</b>	<b>\$—</b>	<b>\$10,855</b>	<b>\$6,068,213</b>	<b>\$359,463</b>	<b>6.3%</b>

# Program Summary

Town of Belmont, MA

Element	Description	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
<b>Program 2000: Shared Services</b>									
2110	Pension	\$10,033,563	\$9,873,396	\$10,128,274	\$—	\$—	\$10,128,274	\$254,878	2.6%
2200	Retiree Health Insurance	\$3,425,579	\$3,532,575	\$3,635,157	\$—	\$—	\$3,635,157	\$102,582	2.9%
2201	Employee Health Insurance	\$9,686,165	\$10,841,911	\$11,406,731	\$—	\$—	\$11,406,731	\$564,820	5.2%
2210	Life Insurance	\$12,553	\$19,425	\$19,425	\$—	\$—	\$19,425	\$—	—%
2220	Medicare	\$1,047,360	\$1,149,397	\$1,182,323	\$—	\$—	\$1,182,323	\$32,926	2.9%
2310	Unemployment	\$44,029	\$90,000	\$90,000	\$—	\$—	\$90,000	\$—	—%
2320	Workers Compensation	\$333,646	\$432,629	\$465,076	\$—	\$—	\$465,076	\$32,447	7.5%
	<i>Subtotal Employee Benefits</i>	<i>\$24,582,895</i>	<i>\$25,939,333</i>	<i>\$26,926,986</i>	<i>\$—</i>	<i>\$—</i>	<i>\$26,926,986</i>	<i>\$987,653</i>	<i>3.8%</i>
2400	Liability Insurance	\$738,098	\$794,932	\$823,826	\$—	\$—	\$823,826	\$28,894	3.6%
2410	Deductible Reserves	\$25,518	\$31,793	\$33,383	\$—	\$—	\$33,383	\$1,590	5.0%
	<i>Subtotal Liability Insurance</i>	<i>\$763,616</i>	<i>\$826,725</i>	<i>\$857,208</i>	<i>\$—</i>	<i>\$—</i>	<i>\$857,208</i>	<i>\$30,483</i>	<i>3.7%</i>
2450	Warrant Committee Reserve	\$—	\$500,000	\$500,000	\$—	\$—	\$500,000	\$—	—%
	<i>Subtotal WC Reserve</i>	<i>\$—</i>	<i>\$500,000</i>	<i>\$500,000</i>	<i>\$—</i>	<i>\$—</i>	<i>\$500,000</i>	<i>\$—</i>	<i>—%</i>
2500	Facilities Compensation	\$2,043,232	\$2,401,262	\$2,702,769	\$(170,000)	\$—	\$2,532,769	\$131,507	5.5%
2500	Facilities Expenses	\$5,265,397	\$5,172,539	\$5,365,691	\$—	\$—	\$5,365,691	\$193,152	3.7%
	<i>Subtotal 2500 Facilities</i>	<i>\$7,308,628</i>	<i>\$7,573,801</i>	<i>\$8,068,460</i>	<i>\$(170,000)</i>	<i>\$—</i>	<i>\$7,898,460</i>	<i>\$324,658</i>	<i>4.3%</i>
	<b>Total Shared Services</b>	<b>\$32,655,139</b>	<b>\$34,839,859</b>	<b>\$36,352,654</b>	<b>\$(170,000)</b>	<b>\$—</b>	<b>\$36,182,654</b>	<b>\$1,342,794</b>	<b>3.9%</b>
<b>Program 3000: Public Safety</b>									
3100	Fire Compensation	\$5,830,752	\$5,917,751	\$5,915,502	\$—	\$—	\$5,915,502	\$(2,249)	—%
3100	Fire Expenses	\$557,770	\$717,094	\$762,544	\$—	\$—	\$762,544	\$45,450	6.3%
	<i>Subtotal 3100 Fire</i>	<i>\$6,388,522</i>	<i>\$6,634,845</i>	<i>\$6,678,046</i>	<i>\$—</i>	<i>\$—</i>	<i>\$6,678,046</i>	<i>\$43,201</i>	<i>0.7%</i>
3200	Police Compensation	\$6,889,146	\$6,873,634	\$7,067,644	\$—	\$—	\$7,067,644	\$194,010	2.8%
3200	Police Expenses	\$716,027	\$974,515	\$951,167	\$—	\$(560)	\$950,607	\$(23,908)	(2.5)%
	<i>Subtotal 3200 Police</i>	<i>\$7,605,173</i>	<i>\$7,848,149</i>	<i>\$8,018,811</i>	<i>\$—</i>	<i>\$(560)</i>	<i>\$8,018,251</i>	<i>\$170,102</i>	<i>2.2%</i>
	<b>Total Public Safety</b>	<b>\$13,993,695</b>	<b>\$14,482,995</b>	<b>\$14,696,857</b>	<b>\$—</b>	<b>\$(560)</b>	<b>\$14,696,297</b>	<b>\$213,302</b>	<b>1.5%</b>

# Program Summary

Town of Belmont, MA

Element	Description	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
<b>Program 4000: Education</b>									
4100	Belmont Public Schools Compensation	\$47,945,147	\$50,905,478	\$53,349,357	\$—	\$—	\$53,349,357	\$2,443,879	4.8%
4100	Belmont Public Schools Expenses	\$15,541,834	\$15,980,226	\$17,280,022	\$—	\$—	\$17,280,022	\$1,299,796	8.1%
	<i>Subtotal 4100 Belmont Public Schools</i>	<i>\$63,486,981</i>	<i>\$66,885,704</i>	<i>\$70,629,379</i>	<i>\$—</i>	<i>\$—</i>	<i>\$70,629,379</i>	<i>\$3,743,675</i>	<i>5.6%</i>
4200	Regional Schools	\$453,361	\$234,580	\$234,580	\$—	\$—	\$234,580	\$—	—%
	<i>Subtotal 4200 Regional School Expenses</i>	<i>\$453,361</i>	<i>\$234,580</i>	<i>\$234,580</i>	<i>\$—</i>	<i>\$—</i>	<i>\$234,580</i>	<i>\$—</i>	<i>—%</i>
	<b>Total Education</b>	<b>\$63,940,342</b>	<b>\$67,120,284</b>	<b>\$70,863,959</b>	<b>\$—</b>	<b>\$—</b>	<b>\$70,863,959</b>	<b>\$3,743,675</b>	<b>5.6%</b>
<b>Program 5000: Public Services</b>									
5100	Planning and Building Compensation	\$922,688	\$664,495	\$723,532	\$—	\$—	\$723,532	\$59,037	8.9%
5100	Planning and Building Expenses	\$102,897	\$77,115	\$89,581	\$—	\$(4,425)	\$85,156	\$8,041	10.4%
	<i>Subtotal 5100 Planning and Building</i>	<i>\$1,025,586</i>	<i>\$741,610</i>	<i>\$813,113</i>	<i>\$—</i>	<i>\$(4,425)</i>	<i>\$808,688</i>	<i>\$67,078</i>	<i>9.0%</i>
5200	Public Works Compensation	\$2,067,314	\$2,709,357	\$2,599,427	\$—	\$—	\$2,599,427	\$(109,930)	(4.1)%
5200	Public Works Expenses	\$5,687,013	\$5,979,385	\$6,248,292	\$(162,000)	\$(3,950)	\$6,082,342	\$102,957	1.7%
	<i>Subtotal 5200 Public Works</i>	<i>\$7,754,327</i>	<i>\$8,688,742</i>	<i>\$8,847,719</i>	<i>\$(162,000)</i>	<i>\$(3,950)</i>	<i>\$8,681,769</i>	<i>\$(6,973)</i>	<i>(0.1)%</i>
5300	Recreation Compensation	\$848,735	\$323,398	\$—	\$—	\$—	\$—	\$(323,398)	(100)%
5300	Recreation Expenses	\$651,287	\$—	\$—	\$—	\$—	\$—	\$—	—%
	<i>Subtotal 5300 Recreation</i>	<i>\$1,500,022</i>	<i>\$323,398</i>	<i>\$—</i>	<i>\$—</i>	<i>\$—</i>	<i>\$—</i>	<i>\$(323,398)</i>	<i>(100)%</i>
	<b>Total Public Services</b>	<b>\$10,279,935</b>	<b>\$9,753,750</b>	<b>\$9,660,832</b>	<b>\$(162,000)</b>	<b>\$(8,375)</b>	<b>\$9,490,457</b>	<b>\$(263,293)</b>	<b>(2.7)%</b>
<b>Program 6000: Human Services</b>									
6100	Library Compensation	\$1,472,792	\$1,732,944	\$1,859,892	\$—	\$—	\$1,859,892	\$126,948	7.3%
6100	Library Expenses	\$784,901	\$658,858	\$627,174	\$—	\$—	\$627,174	\$(31,684)	(4.8)%
	<i>Subtotal 6100 Library</i>	<i>\$2,257,693</i>	<i>\$2,391,802</i>	<i>\$2,487,066</i>	<i>\$—</i>	<i>\$—</i>	<i>\$2,487,066</i>	<i>\$95,264</i>	<i>4.0%</i>
6200	Council on Aging Compensation	\$360,092	\$385,086	\$—	\$—	\$—	\$—	\$(385,086)	(100)%
6200	Council on Aging Expenses	\$28,720	\$37,000	\$—	\$—	\$—	\$—	\$(37,000)	(100)%
	<i>Subtotal 6200 Council on Aging</i>	<i>\$388,812</i>	<i>\$422,086</i>	<i>\$—</i>	<i>\$—</i>	<i>\$—</i>	<i>\$—</i>	<i>\$(422,086)</i>	<i>(100)%</i>
6300	Health Compensation	\$439,472	\$468,272	\$429,238	\$—	\$—	\$429,238	\$(39,034)	(8.3)%
6300	Health Expenses	\$76,348	\$148,489	\$66,503	\$—	\$(1,920)	\$64,583	\$(83,906)	(56.5)%
	<i>Subtotal 6300 Health</i>	<i>\$515,820</i>	<i>\$616,761</i>	<i>\$495,741</i>	<i>\$—</i>	<i>\$(1,920)</i>	<i>\$493,821</i>	<i>\$(122,940)</i>	<i>(19.9)%</i>

# Program Summary

Town of Belmont, MA

Element	Description	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
6400	Community Services Compensation			\$822,721	\$—	\$—	\$822,721	\$822,721	—%
6400	Community Services Expenses			\$150,800	\$—	\$—	\$150,800	\$150,800	—%
	<i>Subtotal 6400 Community Services</i>	\$—	\$—	\$973,521	\$—	\$—	\$973,521	\$973,521	—%
	<b>Total Human Services</b>	<b>\$3,162,325</b>	<b>\$3,430,649</b>	<b>\$3,956,328</b>	<b>\$—</b>	<b>\$(1,920)</b>	<b>\$3,954,408</b>	<b>\$523,759</b>	<b>15.3%</b>
<b>Program 7000: Debt Service</b>									
7000	Within Levy Debt Service	\$1,415,039	\$1,157,939	\$966,289	\$—	\$—	\$966,289	\$(191,650)	(16.6)%
7000	Exempt Debt Service	\$13,154,514	\$14,281,505	\$16,645,867	\$—	\$—	\$16,645,867	\$2,364,361	16.6%
7000	Short-term Borrowing Costs	\$57,226	\$72,500	\$72,500	\$—	\$—	\$72,500	\$—	—%
	<i>Subtotal 7000 Debt Service</i>	<i>\$14,626,779</i>	<i>\$15,511,944</i>	<i>\$17,684,656</i>	<i>\$—</i>	<i>\$—</i>	<i>\$17,684,656</i>	<i>\$2,172,711</i>	<i>14.0%</i>
	<b>Total Debt Service</b>	<b>\$14,626,779</b>	<b>\$15,511,944</b>	<b>\$17,684,656</b>	<b>\$—</b>	<b>\$—</b>	<b>\$17,684,656</b>	<b>\$2,172,711</b>	<b>14.0%</b>
<b>Capital Expenditures</b>									
8000	Capital - Streets	\$1,904,216	\$1,951,821	\$2,000,617	\$—	\$—	\$2,000,617	\$48,796	2.5%
8000	Capital - Sidewalks	\$243,673	\$499,765	\$512,259	\$—	\$—	\$512,259	\$12,494	2.5%
8000	Discretionary Capital	\$3,291,681	\$3,173,308	\$2,132,614	\$978,800	\$—	\$3,111,414	\$(61,894)	(2.0)%
	<i>Subtotal 8000 Capital Expenditures</i>	<i>\$5,439,570</i>	<i>\$5,624,894</i>	<i>\$4,645,490</i>	<i>\$978,800</i>	<i>\$—</i>	<i>\$5,624,290</i>	<i>\$(604)</i>	<i>—%</i>
	<b>Total Capital Expenditures</b>	<b>\$5,439,570</b>	<b>\$5,624,894</b>	<b>\$4,645,490</b>	<b>\$978,800</b>	<b>\$—</b>	<b>\$5,624,290</b>	<b>\$(604)</b>	<b>—%</b>
<b>Other Articles</b>									
	OPEB Contribution	\$552,695	\$440,364	\$440,364	\$—	\$—	\$440,364	\$—	—%
	Capital Stabilization Fund	\$—	\$2,003,842	\$—	\$—	\$—	\$—	\$(2,003,842)	(100)%
	General Stabilization Fund	\$950,000	\$—	\$—	\$—	\$—	\$—	\$—	—%
	Override Mitigation Fund	\$—	\$4,425,683	\$—	\$—	\$—	\$—	\$(4,425,683)	(100)%
	Student Info System Replacement	\$—	\$165,000	\$—	\$—	\$—	\$—	\$(165,000)	(100)%
	<i>Subtotal Other Articles</i>	<i>\$1,502,695</i>	<i>\$7,034,889</i>	<i>\$440,364</i>	<i>\$—</i>	<i>\$—</i>	<i>\$440,364</i>	<i>\$(6,594,525)</i>	<i>(93.7)%</i>
	<b>Total Other Articles</b>	<b>\$1,502,695</b>	<b>\$7,034,889</b>	<b>\$440,364</b>	<b>\$—</b>	<b>\$—</b>	<b>\$440,364</b>	<b>\$(6,594,525)</b>	<b>(93.7)%</b>
<b>Grand Total</b>		<b>\$150,966,570</b>	<b>\$163,508,014</b>	<b>\$164,358,497</b>	<b>\$646,800</b>	<b>\$—</b>	<b>\$165,005,297</b>	<b>\$1,497,283</b>	<b>0.9%</b>

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# Revenue Executive Summary

Town of Belmont, MA

This revenue projection is based on the most current data available; as new information arises, the projections may be revised. The summary below presents Total General Fund Operating Revenues, and Net General Fund Revenues.

- Total General Fund Operating Revenues are from annually recurring and non-recurring revenue sources, including transfers from special revenue funds, and Specialized Stabilization Funds.
- Net General Fund Revenues are Total General Fund Revenues less revenues recommended to be set-aside to fund designated expenses.

In FY2026, Total General Fund Operating Revenues are projected to increase by approximately \$1.50 million, or 0.92%. Net General Fund Revenues, those available to support school and municipal operating budgets, are projected to increase by \$8.09 million, or 5.36%.

General Fund Revenue Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Estimated	FY2026 Projected	FY2025-26 Change	
						\$	%
Property Tax Levy (Table 1A)	\$ 99,431,844	\$102,786,493	\$106,356,917	\$ 118,432,211	\$ 122,260,111	\$ 3,827,900	3.23 %
Tax Levy, Exempt Debt (Table 1B)	\$ 12,288,095	\$ 13,719,329	\$ 13,143,693	\$ 14,077,401	\$ 16,589,465	\$ 2,512,064	17.84 %
Combined Property Tax Levy	\$111,719,939	\$116,505,822	\$119,500,610	\$132,509,612	\$138,849,576	\$6,339,964	4.78 %
State Aid (Table 2)	\$ 12,458,489	\$ 12,857,194	\$ 14,545,442	\$ 15,096,554	\$ 15,289,948	\$ 193,394	1.28 %
Local Receipts (Table 3)	\$ 9,567,943	\$ 10,800,033	\$ 12,516,517	\$ 9,570,873	\$ 8,274,273	\$(1,296,600)	(13.55)%
Available Funds (Table 4)	\$ 7,854,694	\$ 8,577,788	\$ 12,498,320	\$ 8,226,055	\$ 4,489,756	\$(3,736,299)	(45.42)%
Revenue Offsets (Table 5)	\$ (2,831,921)	\$ (2,919,157)	\$ (3,039,119)	\$ (3,065,305)	\$ (3,109,735)	\$ (44,430)	1.45 %
Enterprise Receipts (Table 6)	\$ 1,188,000	\$ 1,388,000	\$ 942,487	\$ 1,170,225	\$ 1,211,479	\$ 41,254	3.53 %
<b>Total General Fund Operating Revenues</b>	\$139,957,144	\$147,209,680	\$156,964,256	\$163,508,014	\$165,005,297	\$ 1,497,284	0.92 %
Less - Revenues Set-Aside for Designated Purposes	\$ 3,851,943	\$ 6,462,272	\$ 8,194,286	\$ 12,659,783	\$ 6,064,654	\$(6,595,129)	(52.10)%
<b>Net General Fund Revenues</b>	\$136,105,201	\$140,747,408	\$148,769,970	\$150,848,231	\$158,940,643	\$ 8,092,413	5.36 %

## Detailed Description:

**Property Tax Levy:** The FY2026 property tax levy is projected to increase approximately \$3.83 million, or 3.2%. The projected levy is a function of the FY2025 levy limit increased by 2.5% per Proposition 2½, plus an increment for new growth. FY2026 new growth will be a function of construction activity for the period January 1, 2024 to December 31, 2024. FY2026 new growth is projected at \$860,000 based on a review of historical new growth data and recommendations from the Board of Assessors.

**Tax Levy - Exempt Debt:** When voters approve a debt exclusion for a capital project, the debt service for those projects is tracked separately from the base tax levy. For FY2026, debt service is projected to increase by \$2,512,064 or 17.84%, due to the first payments on permanent debt issued for the new library and skating rink.

**State Aid:** At this point, an overall State Aid increase of \$193,394 or 1.28% is projected for FY2026. The Governor’s budget will be released on January 22<sup>nd</sup>. Final figures are likely to be known in late June 2025 when the Legislature adopts, and the Governor signs, the FY2026 State budget.

**Local Receipts:** FY2026 projections for each category of receipt are based on the history of actual collections and projections of 3- and 5-year historical averages. Main areas for adjustment include -

- Investment Income has benefited from interest rate increases since mid-2022. For FY2026, meaningful interest income is projected, but is limited to \$500,000, which is a level that is deemed recurring. Any excess revenue received above this level should be used for one-time expenses.
  - The Town issued permanent debt for the Rink and Library projects in September 2024. Before the funds are spent, the Town can earn interest up to an allowable limit. In November 2024, Town Meeting transferred \$1.425M in such earnings to the Capital Stabilization Fund. That situation will not recur in FY2026.
- The Town received the first proceeds from Cannabis excise in FY2024. FY2026 includes a total of \$40,000 in Other Excise for Cannabis.

**Available Funds:** Recurring Free Cash of \$3,000,000 is being used for both the operating budget and Other Post-Employment Benefits (OPEB).

An additional \$978,800 in Free Cash is dedicated to capital, with the intent to offset a portion of the cost for the next capital project at the Chenery - replacement of the rooftop heating units. There is a growing recognition that one-time funds should be used for one-time purposes such as capital projects.

**Revenue Offsets:** Revenue Offsets are projected to increase by approximately \$44,430 or 1.45%. Revenue Offsets represent the set-aside of a portion of projected revenues legally required for particular purposes, including:

- (1) cherry sheet assessments - estimated charges to be levied by the Commonwealth to cover the costs of state and regional services provided to the Town, based on preliminary state budget information; and
- (2) the Assessor's Overlay account which covers the cost of abatements and exemptions granted to property taxpayers.

**Enterprise Receipts:** This category of revenue represents transfers from the Water and Sewer Enterprise Funds and the Belmont Municipal Light Department to the General Fund to cover General Fund expenditures that support the operations of the water, sewer and light departments. In FY2024, Finance staff conducted a detailed review of the water and sewer indirect charges which resulted in a decrease in indirect transfers, which were mostly offset by water and sewer making higher direct contributions for other budget items. This analysis was updated in FY2025 and FY2026 and will be updated in future years to ensure that indirect charges are kept in sync with actual budget situations.

Revenue Summary							
	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Estimated	FY2026 Projected	FY2025-26 Change \$ %	
<b>Table 1A: Property Tax Levy</b>							
Tax Levy	\$ 96,008,913	\$ 99,443,942	\$102,870,712	\$106,441,425	\$118,439,132	\$11,997,708	11.27%
Prop. 2.5%	\$ 2,400,223	\$ 2,486,099	\$ 2,571,768	\$ 2,661,036	\$ 2,960,978	\$ 299,943	11.27%
New Growth	\$ 1,034,806	\$ 940,671	\$ 998,945	\$ 936,672	\$ 860,000	\$ (76,672)	(8.19)%
Override/Excess Levy Capacity	\$ (12,099)	\$ (84,219)	\$ (84,508)	\$ 8,393,079	\$ —	\$ (8,393,079)	—
<b>Subtotal</b>	<b>\$ 99,431,844</b>	<b>\$102,786,493</b>	<b>\$106,356,917</b>	<b>\$118,432,211</b>	<b>\$122,260,111</b>	<b>\$ 3,827,900</b>	<b>3.23%</b>
<b>Table 1B: Tax Levy - Exempt Debt</b>							
Exempt Debt	\$ 12,288,095	\$ 13,719,329	\$ 13,143,693	\$ 14,077,401	\$ 16,589,465	\$ 2,512,064	17.84%
<b>Subtotal - Combined Tax Levy</b>	<b>\$111,719,939</b>	<b>\$116,505,822</b>	<b>\$119,500,610</b>	<b>\$132,509,612</b>	<b>\$138,849,576</b>	<b>\$ 6,339,964</b>	<b>4.78%</b>
<b>Table 2: State Aid</b>							
Chapter 70	\$ 9,891,949	\$ 10,158,889	\$ 11,784,535	\$ 12,254,719	\$ 12,392,509	\$ 137,790	1.12%
Reimb. - Charter Sch./Voc. Transp.	\$ 43,318	\$ 66,832	\$ 58,957	\$ 28,233	\$ 28,233	\$ —	—%
Unrestricted General Govt. Aid	\$ 2,481,546	\$ 2,615,549	\$ 2,669,247	\$ 2,780,224	\$ 2,835,828	\$ 55,604	2.00%
Veterans' Benefits & Exemptions	\$ 37,196	\$ 15,924	\$ 28,063	\$ 33,378	\$ 33,378	\$ —	—%
<b>Subtotal</b>	<b>\$ 12,458,489</b>	<b>\$ 12,857,194</b>	<b>\$ 14,545,442</b>	<b>\$ 15,096,554</b>	<b>\$ 15,289,948</b>	<b>\$ 193,394</b>	<b>1.28%</b>
<b>Table 3: Local Receipts</b>							
Motor Vehicle Excise Tax	\$ 3,647,472	\$ 3,657,004	\$ 3,877,070	\$ 3,650,000	\$ 3,725,000	\$ 75,000	2.05%
Other Excise	\$ 328,822	\$ 324,660	\$ 403,332	\$ 345,000	\$ 380,000	\$ 35,000	10.14%
Penalties & Interest	\$ 515,182	\$ 245,001	\$ 328,242	\$ 260,249	\$ 250,500	\$ (9,749)	(3.75)%
PILOT's	\$ 36,092	\$ 37,059	\$ 50,885	\$ 48,075	\$ 49,048	\$ 973	2.02%
Rentals	\$ 6,800	\$ 13,531	\$ 18,110	\$ 5,500	\$ 18,000	\$ 12,500	227.27%
Departmental-Schools	\$ 378,935	\$ 150,213	\$ 178,107	\$ 100,000	\$ 100,000	\$ —	—%
Departmental-Municipal	\$ 2,626,950	\$ 3,093,947	\$ 3,013,376	\$ 1,666,175	\$ 1,666,175	\$ —	—%
Licenses & Permits	\$ 1,556,574	\$ 1,645,498	\$ 1,615,125	\$ 1,371,550	\$ 1,371,550	\$ —	—%
Fines & Forfeits	\$ 200,020	\$ 264,872	\$ 265,489	\$ 199,324	\$ 214,000	\$ 14,676	7.36%
Investment Income	\$ 156,917	\$ 1,119,249	\$ 2,256,446	\$ 1,925,000	\$ 500,000	\$ (1,425,000)	(74.03)%
Miscellaneous Non-Recurring	\$ 114,179	\$ 248,997	\$ 510,335	\$ —	\$ —	\$ —	---
<b>Subtotal</b>	<b>\$ 9,567,943</b>	<b>\$ 10,800,033</b>	<b>\$ 12,516,517</b>	<b>\$ 9,570,873</b>	<b>\$ 8,274,273</b>	<b>\$ (1,296,600)</b>	<b>(13.55)%</b>
<b>Table 4: Available Funds</b>							
Parking	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ —	—%
Capital Endowment Fund	\$ 125,000	\$ 150,000	\$ 107,761	\$ 91,316	\$ 91,316	\$ —	—%
Capital Projects Fund - Prior Auth.	\$ 260,000	\$ 545,121	\$ 179,029	\$ 246,196	\$ —	\$ (246,196)	(100.00)%
Free Cash - Operating Budget	\$ 7,113,925	\$ 5,380,478	\$ 9,693,014	\$ 2,559,636	\$ 2,559,636	\$ —	—%
Free Cash - OPEB Contribution	\$ 50,000	\$ 579,275	\$ 552,695	\$ 440,364	\$ 440,364	\$ —	—%
Free Cash - Capital Projects	\$ —	\$ 649,699	\$ —	\$ 1,500,000	\$ 978,800	\$ (521,200)	(34.75)%
Free Cash - General Stabilization	\$ —	\$ —	\$ 950,000	\$ —	\$ —	\$ —	---
Free Cash - Override Mitigation	\$ —	\$ —	\$ —	\$ 3,129,439	\$ —	\$ (3,129,439)	(100.00)%
Perpetual Care Fund	\$ 27,193	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ —	—%
Sale of Town Land/Kendall Fund	\$ —	\$ 1,042,722	\$ 950,000	\$ —	\$ —	\$ —	---
Overlay Surplus/ARPA Funds	\$ 235,000	\$ 163,303	\$ —	\$ —	\$ —	\$ —	---
Bond/BAN Premium Amortization	\$ 13,576	\$ 12,190	\$ 10,821	\$ 204,104	\$ 56,402	\$ (147,702)	(72.37)%
<b>Subtotal</b>	<b>\$ 7,854,694</b>	<b>\$ 8,577,788</b>	<b>\$ 12,498,320</b>	<b>\$ 8,226,055</b>	<b>\$ 4,489,756</b>	<b>\$ (3,736,299)</b>	<b>(45.42)%</b>
<b>Table 5: Revenue Offsets</b>							
Cherry Sheet Assessments	\$ (1,982,588)	\$ (2,089,526)	\$ (2,220,669)	\$ (2,225,230)	\$ (2,269,735)	\$ (44,505)	2.00%
Overlay (Abatements)	\$ (849,333)	\$ (829,631)	\$ (818,450)	\$ (840,075)	\$ (840,000)	\$ 75	(0.01)%
<b>Subtotal</b>	<b>\$ (2,831,921)</b>	<b>\$ (2,919,157)</b>	<b>\$ (3,039,119)</b>	<b>\$ (3,065,305)</b>	<b>\$ (3,109,735)</b>	<b>\$ (44,430)</b>	<b>1.45%</b>
<b>Table 6: Enterprise Receipts</b>							
Water	\$ 519,000	\$ 519,000	\$ 244,166	\$ 246,442	\$ 279,311	\$ 32,869	13.34%
Wastewater (Sewer)	\$ 519,000	\$ 519,000	\$ 248,321	\$ 273,783	\$ 282,168	\$ 8,385	3.06%
Belmont Municipal Light Dept.	\$ 150,000	\$ 350,000	\$ 450,000	\$ 650,000	\$ 650,000	\$ —	—%
<b>Subtotal</b>	<b>\$ 1,188,000</b>	<b>\$ 1,388,000</b>	<b>\$ 942,487</b>	<b>\$ 1,170,225</b>	<b>\$ 1,211,479</b>	<b>\$ 41,254</b>	<b>3.53%</b>
<b>Gross General Fund Revenues</b>	<b>\$139,957,144</b>	<b>\$147,209,680</b>	<b>\$156,964,256</b>	<b>\$163,508,014</b>	<b>\$165,005,297</b>	<b>\$ 1,497,284</b>	<b>0.92%</b>
<b>Revenues Set Aside for Designated Expenses</b>	<b>\$ 3,851,943</b>	<b>\$ 6,462,272</b>	<b>\$ 8,194,286</b>	<b>\$ 12,659,783</b>	<b>\$ 6,064,654</b>	<b>\$ (6,595,129)</b>	<b>(52.10)%</b>
<b>Net General Fund Revenues Available for Appropriation</b>	<b>\$136,105,201</b>	<b>\$140,747,408</b>	<b>\$148,769,970</b>	<b>\$150,848,231</b>	<b>\$158,940,643</b>	<b>\$ 8,092,413</b>	<b>5.36%</b>

**Revenues Set Aside for Designated Expenses:** This represents components of Gross General Fund Revenues that are set aside for designated purposes under the proposed Override budget. The proposed purposes are shown in the table below.

Expense Item		Financing Sources		Total	Notes
		Tax Levy	Free Cash		
1	Other Post-Employment Benefits (OPEB)		\$ 440,364	\$ 440,364	Annual contribution to fund the liability for retiree benefits.
2	Pavement Management Program	\$ 2,000,617		\$ 2,000,617	Dedicated funding from prior overrides which grows 2.5% per year.
3	Sidewalk Replacements	\$ 512,259		\$ 512,259	Dedicated funding from prior overrides, plus an additional \$250,000 requested in 2024
4	Discretionary Capital	\$ 2,132,614	\$ 978,800	\$ 3,111,414	Capital projects which are authorized by Town Meeting separate from the Operating Budget.
5	<b>Subtotal</b>	<b>\$ 4,645,490</b>	<b>\$ 1,419,164</b>	<b>\$ 6,064,654</b>	
6	Revenue to Support Operating Budget		\$ 2,559,636	\$ 2,559,636	Town Leaders have reached consensus that \$3M in Free Cash is regularly replenished and can be used for the Operating Budget and OPEB
7	<b>Grand Total</b>	<b>\$ 4,645,490</b>	<b>\$ 3,978,800</b>	<b>\$ 8,624,290</b>	
8	<b>Planned Carry Forward</b>		<b>\$ 4,324,702</b>		

General Government

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Total 1100 Assessors	\$ 324,075	\$ 367,957	\$ 402,195	\$ 462,254	\$ 467,391	\$ —	\$ —	\$ 467,391	\$ 5,137	1.11 %
Total 1200 Human Resources	\$ 687,311	\$ 1,031,966	\$ 636,938	\$ 874,449	\$ 788,909	\$ —	\$ (510)	\$ 788,399	\$ (86,050)	(9.84)%
Total 1300 IT	\$ 1,099,946	\$ 1,351,415	\$ 1,455,948	\$ 1,618,373	\$ 1,760,563	\$ —	\$ 12,885	\$ 1,773,448	\$ 155,075	9.58 %
Total 1400 Town Accountant	\$ 368,394	\$ 353,466	\$ 444,634	\$ 430,725	\$ 469,727	\$ —	\$ —	\$ 469,727	\$ 39,002	9.06 %
Total 1500 Town Administration	\$ 1,006,633	\$ 1,069,177	\$ 1,125,893	\$ 1,183,288	\$ 1,481,571	\$ —	\$ (1,520)	\$ 1,480,051	\$ 296,763	25.08 %
Total 1600 Town Clerk	\$ 410,494	\$ 492,194	\$ 483,570	\$ 554,468	\$ 481,565	\$ —	\$ —	\$ 481,565	\$ (72,903)	(13.15)%
Total 1700 Treasurer	\$ 613,462	\$ 643,549	\$ 816,914	\$ 585,194	\$ 607,632	\$ —	\$ —	\$ 607,632	\$ 22,438	3.83 %
<b>Total General Government</b>	<b>\$ 4,510,315</b>	<b>\$ 5,309,724</b>	<b>\$ 5,366,092</b>	<b>\$ 5,708,751</b>	<b>\$ 6,057,358</b>	<b>\$ —</b>	<b>\$ 10,855</b>	<b>\$ 6,068,213</b>	<b>\$ 359,462</b>	<b>6.30 %</b>

Expense Summary

Compensation	\$ 2,825,781	\$ 3,308,867	\$ 3,055,897	\$ 3,448,246	\$ 3,586,618	\$ —	\$ —	\$ 3,586,618	\$ 138,372	4.01 %
Expenses	\$ 1,684,535	\$ 2,000,859	\$ 2,310,192	\$ 2,260,505	\$ 2,470,740	\$ —	\$ 10,855	\$ 2,481,595	\$ 221,090	9.78 %
<b>Total General Government</b>	<b>\$ 4,510,316</b>	<b>\$ 5,309,726</b>	<b>\$ 5,366,089</b>	<b>\$ 5,708,751</b>	<b>\$ 6,057,358</b>	<b>\$ —</b>	<b>\$ 10,855</b>	<b>\$ 6,068,213</b>	<b>\$ 359,462</b>	<b>6.30 %</b>

Note - FY2022 to FY2023 has been restated for Salary Reserve, which had previously been reported under Benefits and Other Reserves. In addition, the Warrant Committee Reserve had previously been reported with the Town Accountant, and is now reported under Shared Services.



## 1100 Board of Assessors

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### Program Overview

The Board of Assessors is required by Massachusetts General Law to list and value all real and personal property.

Assessors are required to submit these values to the State Department of Revenue (DOR) for certification every five years. The last recertification was in FY2025. In the years between full certification the Assessors must also update values based on a statistical testing reviewed by DOR annually. The Assessors review sales and the market every year and thereby reassess every year.

The Assessor's Office commits Motor Vehicle Excise tax, administers farming, recreation, and foresting programs in the form of Chapter land, processes exemptions and abatements, maintains a parcel-based mapping system for assessment purposes, and maintains the computer-based property records and inventory for all land, buildings and personal property within the Town of Belmont.

### List and Value

The Assessors' Office is required by Massachusetts General Law to list and value all real and personal property on an "*ad valorem*" basis or "according to value." In Massachusetts, values are based on "full and fair cash value" or 100 percent of the fair market value as of the January 1st prior to the beginning of the fiscal year. There are approximately 8,800 parcels in the Town of Belmont to be appraised and assessed annually.

### New Growth

Any change in value due to property enhancements is considered new growth and increases the Tax Levy above the annual 2.5% limit. The Assessors' Office collects building permit information from the Office of Planning and Building. Each property is reviewed, inspected and adjusted according to the permit work performed as of January 1st, and the impact on market value is evaluated. All changes are processed in the property record in the CAMA system, and the property value is recalculated. A new growth report is compiled each fall, and is reviewed and approved by the Division of Local Services.

### Administer Abatements and Exemptions

Each January, taxpayers have the right to appeal assessments. During that time, staff is responsible for providing abatement applications, answering questions on abatement procedures or other assessment information, preparing submitted applications for review by the Board of Assessors, and processing abatements and denials.

### Excise Taxation

Motor Vehicle Excise data files are received, maintained, processed, and abated by the Assessors' Office. The office answers various questions on motor vehicle excise in person, over the phone, or through email.

# 1100 Board of Assessors

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## FY2024-25 Achievements

- Transitioned to an appointed Board of Assessors.
- In FY2024, values were certified by the Board of Assessors as part of the Interim Year Revaluation adjustment as supervised by DOR.
- New growth estimates for FY2024 and FY2025 were realized. Cyclical inspections were completed as scheduled.
- Completed over 1,200 inspections of properties based on cyclical review as well as sales and permit inspections.
- The Board of Assessors acted on Appellate Tax Board cases as necessary.
- Supported work of Senior Tax Relief Working Group, including the development of an informative brochure on current tax relief options.
- FY2025 full certification completed.

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## FY2026 Goals

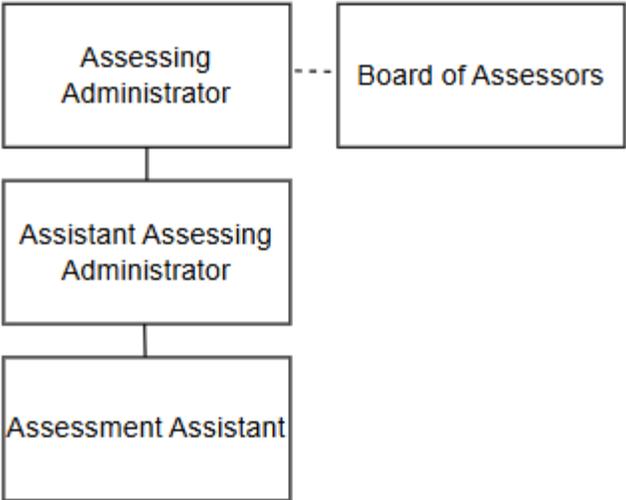
- Complete the Computer-Assisted Mass Appraisal (CAMA) system upgrade.
- Receive 40% of requested income and expense statements from commercial properties in Town.
- Visit all new personal property accounts in Town.
- Visit, measure, and list 1,000 parcels annually for cyclical review.
- Reach out to Belmont seniors and veterans to ensure all who qualify for available property tax exemptions are aware of them and apply.

# 1100 Board of Assessors

## Staffing and Structure

The Assessors' Office currently has three full-time employees. There is also an appointed three-member Board of Assessors. The work and functions performed by the

Board is approximately equivalent to an additional full-time employee.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Assessing Administrator	1	1	1	1	1	1	1	1
Assistant Assessing Administrator	1	1	1	1	1	1	1	1
Assessment Assistant	1	1	1	1	1	1	1	1
Part-time Office Assistant	0.4	0.4	0.4	0.4	0.4	—	—	—
Board of Assessors (3)*	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.4
Total	4	4	4	4	4	3.6	3.6	3.4

\*In April 2024, Belmont voters passed a ballot measure to transition the Board of Assessors from elected to appointed. The Assessing Administrator was appointed to one of the 3 seats, with the others filled by interested Belmont residents. The FTE level has been adjusted to reflect this new appointment structure.

# 1100 Board of Assessors

## Budget Recommendations

The FY2026 budget request from the Board of Assessors is \$467,391, which is an increase of \$5,137 or 1.11% from the FY2025 budget.

Expenses are \$166,000, a decrease of \$(6,500) or (3.77)%. This is a net change due to a reduction in expenses that increase during a revaluation year, offset by increased costs due to upgrading the CAMA system, and adopting new functionality.

Compensation is \$301,391, an increase of \$11,637 or 4.02% due to contractual compensation increases.

### Assessors Budget Summary

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Compensation	\$ 222,793	\$ 264,180	\$ 282,644	\$ 289,754	\$ 301,391	\$ —	\$ —	\$ 301,391	\$ 11,637	4.02 %
Expenses	\$ 101,282	\$ 103,777	\$ 119,550	\$ 172,500	\$ 166,000	\$ —	\$ —	\$ 166,000	\$ (6,500)	(3.77)%
<b>Total 1100 Assessors</b>	<b>\$ 324,075</b>	<b>\$ 367,957</b>	<b>\$ 402,195</b>	<b>\$ 462,254</b>	<b>\$ 467,391</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 467,391</b>	<b>\$ 5,137</b>	<b>1.11 %</b>

### Assessors Budget Detail

	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Compensation	11411	511000	Full-Time Salaries	\$ 193,638	\$ 240,290	\$ 274,745	\$ 281,449	\$ 292,591			\$ 292,591	\$ 11,142	4.0 %	
	11411	511100	Part-Time Salaries	\$ 20,908	\$ 14,753	\$ —	\$ —	\$ 7,100			\$ 7,100	\$ 7,100	— %	
	11411	511900	Elected Officials	\$ 7,422	\$ 8,312	\$ 7,075	\$ 7,430	\$ —			\$ —	\$ (7,430)	(100.0)%	
	11411	514800	Longevity	\$ 825	\$ 825	\$ 825	\$ 875	\$ 1,700			\$ 1,700	\$ 825	94.3 %	
	<b>Subtotal Compensation</b>				<b>\$ 222,793</b>	<b>\$ 264,180</b>	<b>\$ 282,644</b>	<b>\$ 289,754</b>	<b>\$ 301,391</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 301,391</b>	<b>\$ 11,637</b>	<b>4.0 %</b>
Expenses	11412	53000	Prof. and Tech Services	\$ —	\$ —	\$ —	\$ 6,000	\$ 6,000			\$ 6,000	\$ —	— %	
	11412	530016	Conferences & Prof. Dev	\$ —	\$ —	\$ —	\$ 5,000	\$ 5,000			\$ 5,000	\$ —	— %	
	11412	53020	Revaluation Services	\$ 98,197	\$ 100,753	\$ 111,429	\$ 155,000	\$ 140,000			\$ 140,000	\$ (15,000)	(9.7)%	
	11412	57300	Dues and Membership	\$ 745	\$ 1,220	\$ 1,000	\$ 1,000	\$ 1,000			\$ 1,000	\$ —	— %	
	<b>Subtotal Contract Services</b>				<b>\$ 98,942</b>	<b>\$ 101,973</b>	<b>\$ 116,493</b>	<b>\$ 167,000</b>	<b>\$ 152,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 152,000</b>	<b>\$ (15,000)</b>	<b>(9.0)%</b>
	11412	542100	Office Supplies	\$ 1,548	\$ 1,101	\$ 2,307	\$ 3,500	\$ 3,500			\$ 3,500	\$ —	— %	
	11412	558100	Subscriptions	\$ 792	\$ 703	\$ 751	\$ 2,000	\$ 10,500			\$ 10,500	\$ 8,500	425.0 %	
<b>Subtotal Supplies</b>				<b>\$ 2,340</b>	<b>\$ 1,804</b>	<b>\$ 3,058</b>	<b>\$ 5,500</b>	<b>\$ 14,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 14,000</b>	<b>\$ 8,500</b>	<b>154.5 %</b>	
<b>Subtotal Expenses</b>				<b>\$ 101,282</b>	<b>\$ 103,777</b>	<b>\$ 119,550</b>	<b>\$ 172,500</b>	<b>\$ 166,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 166,000</b>	<b>\$ (6,500)</b>	<b>(3.8)%</b>	
<b>Total 1110 Assessors Admin</b>				<b>\$ 324,075</b>	<b>\$ 367,957</b>	<b>\$ 402,195</b>	<b>\$ 462,254</b>	<b>\$ 467,391</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 467,391</b>	<b>\$ 5,137</b>	<b>1.1 %</b>	

## 1200 Human Resources

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### **Program Overview**

The primary areas of responsibility for the Human Resources Department are as follows:

#### ***Benefits Administration***

The Human Resources staff is responsible for administering benefits for all Town and School employees and retirees, including the Light Department. Benefits offered include a self-insured health plan administered by Harvard Pilgrim, supplemental Medicare plans offered by Harvard Pilgrim and Tufts, dental plans offered by Delta Dental, a Vision plan offered by Altus Vision, Life Insurance plans offered by Boston Mutual, and an Employee Assistance Program. Optional benefits include Section 125 Flexible Spending Plans and Deferred Compensation Plans. Administration includes all deductions, bill processing, COBRA notices, and close collaboration with our insurance consultant, as well as handling questions and concerns from employees, retirees and prospective employees.

#### ***Employee/ Labor Relations***

The Human Resources staff is responsible for negotiating the contracts for seven unions, and handling any grievances associated with staff covered under these contracts. Staff also manages workers' compensation issues and unemployment claims, in collaboration with the School Human Resources office. Lastly, staff manages employee concerns, performance issues/management, drafting and enforcement of policies, and management of the Employee Handbook.

#### ***Pay and Position Classification***

The Human Resources staff is responsible for maintaining and updating all Town job descriptions. Staff is also responsible for the pay plans for all non-union and union employees. Salary and benefit surveys are conducted periodically to ensure that Town of Belmont employees are fairly compensated relative to the municipal job market.

#### ***Recruitment & Retention***

The Human Resources staff is responsible for recruitment of all new employees. The recruitment process ensures compliance with all applicable federal and state laws relative to the posting of positions, union contract obligations, as well as Town of Belmont best practices. Once hired, the Human Resources staff seeks out relevant training for our employees to ensure they remain current in their skills, often utilizing resources available through our partnership with the Massachusetts Municipal Association (MMA).

## 1200 Human Resources

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### FY2024-25 Achievements

- Continued to update and implement employment policies that were either outdated or non-existent.
- Continued our formal employee training program utilizing free available resources and those available from our partnership with the MMA.
- Collaborated with the payroll office and worked with our software vendor (MUNIS) to utilize more system features to allow easy access to more information.
- Completed contract negotiations with the AFSCME Local 408, Council 93 for contracts extending June 30, 2026.
- Completed contract negotiations with the Joint Public Safety Dispatchers IAFF, Local 1637 for contracts extending to June 30, 2026.
- Completed contract negotiations with the IBEW, Local 104 for contracts extending to December 31, 2026.
- Completed contract negotiations with the SEIU, Local 888 - Unit C for contracts extending to December 31, 2026.
- Worked to prepare updates to the Town Employee Handbook.

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### FY2026 Goals

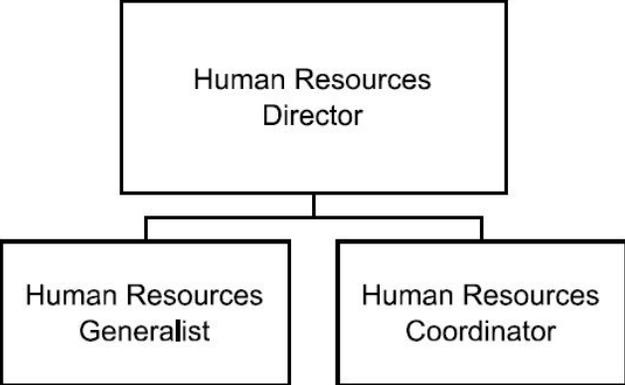
- The primary goal for FY2026 will be to begin or continue negotiations with any of the seven unions whose contracts are close to expiration, within the established guidelines the Town can afford.
- Implement changes as recommended from the pay and classification study, as directed by the Select Board.
- Update any outdated/obsolete job descriptions.
- Recruit and retain the best possible talent in order to better serve the residents and businesses of Belmont.
- Bring Town Employee Handbook updates to the Select Board for approval. Implement any changes embedded in those updates.

# 1200 Human Resources

## Staffing and Structure

The Human Resources Department is a three-person team, led by the HR Director. The full-time HR Generalist handles administration of employee and retiree benefits including Health, Dental, Life, and Flexible Spending, and collaborates with the Retirement System Administrator and Payroll offices. Also, assists the Director with recruitment and training efforts and a variety of projects related to

Collective Bargaining and other employee matters; and handles many routine tasks associated with Human Resources operations. The part-time Human Resources Coordinator handles all job postings, processing applications, and billing for the department, and assists with Workers' Compensation and Unemployment matters.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Director	1	1	1	1	1	1	1	1
Assistant Director	—	1	1	1	1	—	—	—
HR Generalist/Benefits Coordinator*	1	—	—	—	—	1	1	1
Human Resources Coordinator	0.92	0.75	0.75	0.75	0.75	0.75	0.75	0.75
Total	2.92	2.75	2.75	2.75	2.75	2.75	2.75	2.75

\*Half of the HR Generalist's salary is paid from the Health Insurance Trust Fund.

# 1200 Human Resources

## Budget Recommendations

The FY2026 budget request for Human Resources is \$318,184, which is an increase of \$15,715 or 5.20% from the FY2025 budget. Compensation is \$238,244, an increase of \$16,225 or 7.31% from FY2025 due to cost of living adjustments. Expenses are \$79,940 a decrease of \$(510) or (0.63)% from FY2025 due to consolidating cell phone expenses at Information Technology.

The Salary Reserve reflects projected costs for unsettled collective bargaining contracts, as well as nonunion cost of living adjustments. Amounts are transferred to department accounts as needed to implement contractual increases. FY2024 was the first year for the Salary Reserve to appear in the Human Resources budget; it was previously reflected in Benefits and Other Reserves.

### Human Resources Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 243,923	\$ 212,677	\$ 223,447	\$ 222,019	\$ 238,244	\$ —	\$ —	\$ 238,244	\$ 16,225	7.31 %
Expenses	\$ 37,089	\$ 68,839	\$ 52,542	\$ 80,450	\$ 80,450	\$ —	\$ (510)	\$ 79,940	\$ (510)	(0.63)%
<b>Total 1200 Human Resources</b>	<b>\$ 281,012</b>	<b>\$ 281,516</b>	<b>\$ 275,989</b>	<b>\$ 302,469</b>	<b>\$ 318,694</b>	<b>\$ —</b>	<b>\$ (510)</b>	<b>\$ 318,184</b>	<b>\$ 15,715</b>	<b>5.20 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 1210 Human Resources Admin	\$ 281,012	\$ 281,516	\$ 275,989	\$ 302,469	\$ 318,694	\$ —	\$ (510)	\$ 318,184	\$ 15,715	5.20 %
<b>Total 1200 Human Resources</b>	<b>\$ 281,012</b>	<b>\$ 281,516</b>	<b>\$ 275,989</b>	<b>\$ 302,469</b>	<b>\$ 318,694</b>	<b>\$ —</b>	<b>\$ (510)</b>	<b>\$ 318,184</b>	<b>\$ 15,715</b>	<b>5.20 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Salary Reserve	\$ 406,299	\$ 750,450	\$ 360,949	\$ 571,980	\$ 470,215			\$ 470,215	\$ (101,765)	(17.79)%
<b>Total 1250 Salary Reserve</b>	<b>\$ 406,299</b>	<b>\$ 750,450</b>	<b>\$ 360,949</b>	<b>\$ 571,980</b>	<b>\$ 470,215</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 470,215</b>	<b>\$ (101,765)</b>	<b>(17.79)%</b>

# 1200 Human Resources

## Human Resources Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent		
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change		
Comp.	Org	Object	Description											
	11521	511000	Full-Time Salaries	\$ 190,764	\$ 149,774	\$ 165,525	\$ 164,475	\$ 175,215	\$ —	\$ —	\$ 175,215	\$ 10,740	6.5 %	
	11521	511100	Part-Time Salaries	\$ 53,159	\$ 62,902	\$ 57,222	\$ 56,544	\$ 62,029	\$ —	\$ —	\$ 62,029	\$ 5,485	9.7 %	
	11521	514105	Eyeglass Reimbursement	\$ —	\$ —	\$ 700	\$ 1,000	\$ 1,000			\$ 1,000	\$ —	— %	
<b>Subtotal Compensation</b>			<b>\$ 243,923</b>	<b>\$ 212,677</b>	<b>\$ 223,447</b>	<b>\$ 222,019</b>	<b>\$ 238,244</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 238,244</b>	<b>\$ 16,225</b>	<b>7.3 %</b>		
Expenses	11522	524500	Repair & Maint. Office Equip.	\$ 1,106	\$ 142	\$ 1,929	\$ 1,400	\$ 1,400	\$ —	\$ —	\$ 1,400	\$ —	— %	
	11522	530000	Prof. and Tech Services	\$ 14,625	\$ 53,453	\$ 16,820	\$ 38,750	\$ 38,750	\$ —	\$ —	\$ 38,750	\$ —	— %	
	11522	530016	Conferences & Prof. Dev	\$ 1,105	\$ 600	\$ 2,636	\$ 2,900	\$ 2,900	\$ —	\$ —	\$ 2,900	\$ —	— %	
	11522	531401	Medical Services	\$ —	\$ —	\$ 7,444	\$ 10,000	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ —	— %	
	11522	531500	Drug Testing	\$ 2,775	\$ 2,500	\$ 2,255	\$ 3,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ —	— %	
	11522	531501	Background Checks	\$ 7,325	\$ —	\$ —	\$ 9,000	\$ 9,000	\$ —	\$ —	\$ 9,000	\$ —	— %	
	11522	531700	Employee Training	\$ 2,027	\$ —	\$ 10,840	\$ 5,000	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ —	— %	
	11522	531900	Advertising	\$ 5,875	\$ 9,696	\$ 5,040	\$ 6,850	\$ 6,850	\$ —	\$ —	\$ 6,850	\$ —	— %	
	11522	534600	Printing and Mailing	\$ 523	\$ 394	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	11522	571000	In-State Travel	\$ 137	\$ 376	\$ 60	\$ 550	\$ 550	\$ —	\$ —	\$ 550	\$ —	— %	
	11522	573000	Dues and Membership	\$ 494	\$ 275	\$ 719	\$ 1,500	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ —	— %	
<b>Subtotal Contract Services</b>			<b>\$ 35,991</b>	<b>\$ 67,435</b>	<b>\$ 47,743</b>	<b>\$ 78,950</b>	<b>\$ 78,950</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 78,950</b>	<b>\$ —</b>	<b>— %</b>		
	11522	542100	Office Supplies	\$ 1,098	\$ 1,404	\$ 4,799	\$ 1,500	\$ 1,500	\$ —	\$ (510)	\$ 990	\$ (510)	(34.0)%	
<b>Subtotal Supplies</b>			<b>\$ 1,098</b>	<b>\$ 1,404</b>	<b>\$ 4,799</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ —</b>	<b>\$ (510)</b>	<b>\$ 990</b>	<b>\$ (510)</b>	<b>(34.0)%</b>		
<b>Subtotal Expenses</b>			<b>\$ 37,089</b>	<b>\$ 68,839</b>	<b>\$ 52,542</b>	<b>\$ 80,450</b>	<b>\$ 80,450</b>	<b>\$ —</b>	<b>\$ (510)</b>	<b>\$ 79,940</b>	<b>\$ (510)</b>	<b>(0.6)%</b>		
<b>Total 1210 Human Resources Admin</b>			<b>\$ 281,012</b>	<b>\$ 281,516</b>	<b>\$ 275,989</b>	<b>\$ 302,469</b>	<b>\$ 318,694</b>	<b>\$ —</b>	<b>\$ (510)</b>	<b>\$ 318,184</b>	<b>\$ 15,715</b>	<b>5.2 %</b>		

# 1300 Information Technology

## Program Overview

The Belmont Technology Department is committed to improving security, service, communication, transparency, accessibility, and digital equity. The Technology Department strives to create a culture of innovation to support and empower all of our constituents.

**Desktop Services** - Provide Computer Help Desk, Printer, PC replacement and Mobile (laptop, tablet and smartphone) services for all Town Departments.

**ERP System Administration** - Provide Enterprise Resource Planning (ERP) System administration for the Town's MUNIS system.

**GIS and Database Administration** - Responsible for maintaining the Town's Geographical Information System

(GIS) including the Master Address Table (MAT) and also maintain several databases developed by Town Departments.

**Server and Communications Infrastructure** - Maintains the Town's hybrid cloud infrastructure, virtual server environment, backup and disaster recovery, email and productivity suite, and cybersecurity prevention, detection, response, and remediation tools.

**Technical Training and Policy** - Responsible for providing training in the use of a number of the Town's systems such as Email, GIS, File Storage and Remote Access (Zoom, VPN). Also, IT develops policies and provides training in proper security measures for protection of personal information for residents and staff.

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## FY2024-25 Achievements

- Fully deployed Multi-factor Authentication to the desktop level for all users.
- Upgraded next generation anti-virus and IT security prevention, monitoring, and response tools.
- Secured \$250,000 in Massachusetts Municipal Fiber grant funding to complete redundant fiber loop.
- Secured \$96,000 Massachusetts Cyber Security Grant.
- Launched revamped Town website in January 2025.
- Outsourced network management and cybersecurity where feasible to streamline expenses and redeploy staff to support operations and pursue better use of technology.

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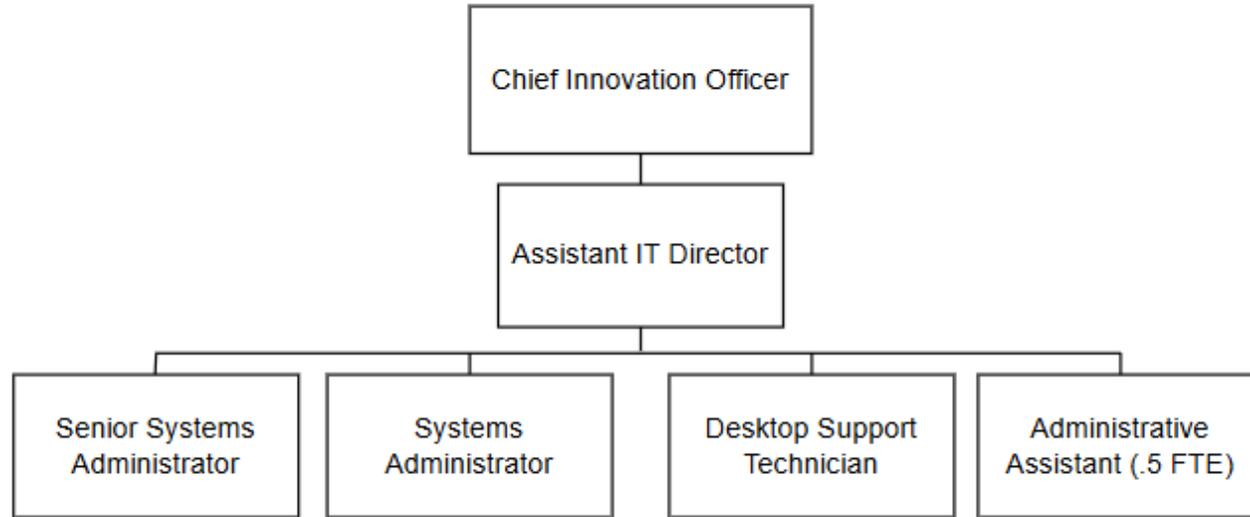
## FY2026 Goals

- Create a part-time web and social media coordinator position to increase community engagement.
- Upgrade the public GIS map and add integration to all land use tools.
- Create a document management plan.
- Add improved search to the website.
- Migrate to cloud-based email productivity suite and improve communication between all town and school departments.
- Upgrade online permitting and inspectional services software to improve customer service and internal communication and efficiency, pending capital funding.

## Staffing and Structure

The Information Technology Department has six full-time employees to support the technology needs of 22 Town Departments and Divisions. Management consists of the Chief Innovation Officer and Assistant IT Director. Part-

time administrative support was added in FY2023 and is being expanded slightly in FY2026, from 12 to 19 hours per week.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Chief Innovation Officer	1	1	1	1	1	1	1	1
Assistant IT Director	1	1	1	1	1	1	1	1
Senior Systems Administrator	1	1	1	1	1	1	1	1
System Administrator	1	1	1	1	1	1	1	1
Desktop Support Technician*	1	1	1	1	1	1	2	2
Administrative Assistant**	—	—	—	—	0.30	0.30	0.48	0.48
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.30</b>	<b>5.30</b>	<b>6.48</b>	<b>6.48</b>

The IT Department was restructured in FY2025 when a new Chief Innovation Officer was hired, and some staff titles were updated.

\*In FY2025, a staff position was transferred from the Police Department and will be dedicated to supporting the Public Safety departments.

\*\*The hours of the Administrative Assistant expanded from 12 to 19 per week in FY2025.

# 1300 Information Technology

## Budget Recommendations

The FY2026 budget request for Information Technology is \$1,773,448, which is an increase of \$155,075 or 9.58% from the FY2025 budget.

Compensation is \$640,501, an increase of \$115,728 or 22.05%, reflecting staff market rate adjustments and expansion of hours for the Administrative Assistant.

Expenses are \$1,132,947, an increase of \$39,347 or 3.60%. Of this amount, \$12,885 is due to consolidating expenses for cell phones from other departments. Otherwise, the new Chief Innovation Officer reviewed every software subscription and license and fundamentally restructured operations to outsource where possible and redeploy staff to focus on supporting departments. Costs will continue to evolve as projects are implemented and new ideas surface.

## IT Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 342,744	\$ 394,488	\$ 457,589	\$ 524,773	\$ 640,501	\$ —	\$ —	\$ 640,501	\$ 115,728	22.05 %
Expenses	\$ 757,202	\$ 956,928	\$ 998,358	\$ 1,093,600	\$ 1,120,062	\$ —	\$ 12,885	\$ 1,132,947	\$ 39,347	3.60 %
<b>Total 1300 IT</b>	<b>\$ 1,099,946</b>	<b>\$ 1,351,415</b>	<b>\$ 1,455,948</b>	<b>\$ 1,618,373</b>	<b>\$ 1,760,563</b>	<b>\$ —</b>	<b>\$ 12,885</b>	<b>\$ 1,773,448</b>	<b>\$ 155,075</b>	<b>9.58 %</b>

# 1300 Information Technology

## IT Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Comp.	Org	Object	Description										
Comp.	11551	511000	Full-Time Salaries	\$ 342,744	\$ 387,938	\$ 443,641	\$ 508,542	\$ 613,496	\$ —	\$ —	\$ 613,496	\$ 104,954	20.6 %
	11551	511100	Part-Time Salaries	\$ —	\$ 6,550	\$ 13,949	\$ 16,230	\$ 27,005	\$ —	\$ —	\$ 27,005	\$ 10,775	66.4 %
	<b>Subtotal Compensation</b>			\$ 342,744	\$ 394,488	\$ 457,589	\$ 524,773	\$ 640,501	\$ —	\$ —	\$ 640,501	\$ 115,728	22.1 %
Expenses	11552	524600	Computer Equip. Repair/Maint.	\$ —	\$ —	\$ —	\$ 2,000	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ 8,000	400.0 %
	11552	530000	Prof. and Tech Services	\$ 1,500	\$ 598	\$ —	\$ 30,000	\$ 328,000	\$ —	\$ —	\$ 328,000	\$ 298,000	993.3 %
	11552	530300	Software Licenses	\$ 221,984	\$ 244,299	\$ 308,452	\$ 295,500	\$ 181,062	\$ —	\$ —	\$ 181,062	\$ (114,438)	(38.7)%
	11552	530400	Network Support	\$ 152,249	\$ 244,660	\$ 188,685	\$ 262,300	\$ 84,000	\$ —	\$ —	\$ 84,000	\$ (178,300)	(68.0)%
	11552	531700	Employee Training	\$ 5,231	\$ 11,733	\$ 12,932	\$ 22,000	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ (12,000)	(54.5)%
	11552	534100	Telephone	\$ 227,930	\$ 218,960	\$ 351,878	\$ 220,800	\$ 250,000	\$ —	\$ —	\$ 250,000	\$ 29,200	13.2 %
	11552	534110	Mobile Phones	\$ 18,501	\$ 14,733	\$ 12,413	\$ 12,000	\$ 12,000	\$ —	\$ 12,885	\$ 24,885	\$ 12,885	107.4 %
	<b>Subtotal Contract Services</b>			\$ 627,396	\$ 734,983	\$ 874,359	\$ 844,600	\$ 875,062	\$ —	\$ 12,885	\$ 887,947	\$ 43,347	5.1 %
	11552	542100	Office Supplies	\$ 412	\$ 1,575	\$ 1,683	\$ 2,000	\$ —	\$ —	\$ —	\$ —	\$ (2,000)	(100)%
	11552	542400	Hardware Supplies	\$ 5,072	\$ 59,172	\$ 10,592	\$ 32,000	\$ —	\$ —	\$ —	\$ —	\$ (32,000)	(100)%
	11552	542500	Software Supplies	\$ 149	\$ —	\$ —	\$ 1,000	\$ —	\$ —	\$ —	\$ —	\$ (1,000)	(100)%
	11552	558100	Subscriptions	\$ 1,174	\$ 1,140	\$ 2,632	\$ 1,000	\$ —	\$ —	\$ —	\$ —	\$ (1,000)	(100)%
	<b>Subtotal Supplies</b>			\$ 6,807	\$ 61,888	\$ 14,907	\$ 36,000	\$ —	\$ —	\$ —	\$ —	\$ (36,000)	(100)%
11553	585200	Equipment and Wiring	\$ 72,577	\$ 95,057	\$ 92,927	\$ 148,000	\$ 145,000	\$ —	\$ —	\$ 145,000	\$ (3,000)	(2.0)%	
11553	587100	Capital Outlay Repl Office Eq	\$ 50,423	\$ 65,000	\$ 16,165	\$ 65,000	\$ 100,000	\$ —	\$ —	\$ 100,000	\$ 35,000	53.8 %	
<b>Subtotal Minor Capital (Outlay)</b>			\$ 123,000	\$ 160,057	\$ 109,092	\$ 213,000	\$ 245,000	\$ —	\$ —	\$ 245,000	\$ 32,000	15.0 %	
<b>Subtotal Expenses</b>			\$ 757,202	\$ 956,928	\$ 998,358	\$1,093,600	\$1,120,062	\$ —	\$ 12,885	\$1,132,947	\$ 39,347	3.6 %	
<b>Total 1310 IT Admin</b>			\$1,099,946	\$1,351,415	\$1,455,948	\$1,618,373	\$1,760,563	\$ —	\$ 12,885	\$1,773,448	\$ 155,075	9.6 %	

## 1400 Town Accountant

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### Program Overview

The Town Accountant (TA) maintains fiscal records and internal controls for all Town and School departments. The department ensures that all financial reporting requirements are completed in accordance with federal and state laws and Town bylaws.

### Accounting

The TA prepares and maintains key financial records for all funds, including General Ledger and Financial Statements. The TA submits Balance Sheets for Free Cash Certification and Schedule A, and assists in the submission of Tax Recap sheets to Department of Revenue for certification of the annual Tax Rate.

### Auditing

The TA works with external auditors to present the annual audited financial statements in conformity with GAAP and GASB. The TA regularly audits health insurance, salary and other benefits expenses. The Department reviews internal procedures of all departments and performs fraud risk assessments.

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### FY2024-25 Achievements

- Implemented Contract Manager within MUNIS.
- Held MUNIS training sessions for all departments, and discussed best practices.
- Implemented Employee Self Service with IT and HR.
- Continued streamlining payroll process.

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### FY2026 Goals

- Expand functionality of ESS.
- Automate sick, vacation and personal time accruals.
- Identify key accounts to monitor and reconcile monthly.

### Payroll

Department staff manage the weekly payroll process for all Town and School departments, including Belmont Light, issues W-2s, and submits quarterly unemployment reports.

### Accounts Payable

The TA manages vendor setup, reviews invoices processed by all departments, handles department and vendor requests and questions, and certifies availability of funds prior to signing contracts and paying invoices.

### Reporting

The TA coordinates with Human Resources, Retirement, Schools and Treasurer to prepare data for the biennial actuarial studies for the Retirement System and for Other Post-Employment Benefits (OPEB).

### Other - Committees

The Town Accountant is an *ex-officio* member of the Permanent Audit Committee and the Retirement Board.

- Provided financial reporting training opportunities to department heads.
- Supported work of outside auditors to complete FY2023 audited financials, present to Permanent Audit Committee, and release publicly in March 2024.

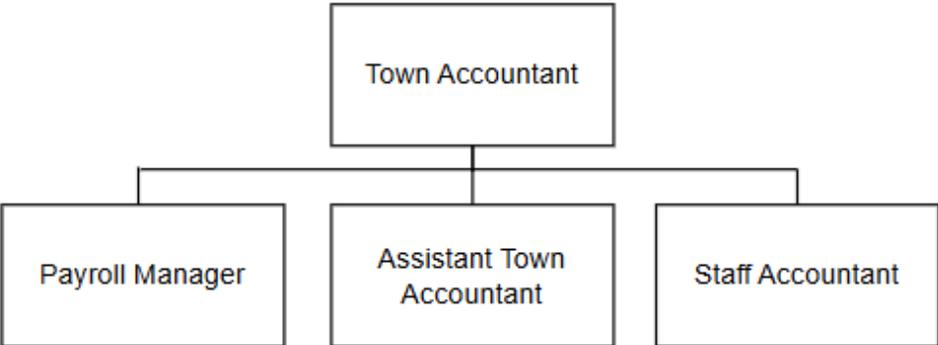
- Implement biweekly payroll once an agreement with all employee unions is reached.

# 1400 Town Accountant

## Staffing and Structure

The structure of the accounting department allows the department to be proactive in reviewing town financials, provide a mechanism to look into cost savings measures

and increase efficiency. Management consists of the Town Accountant; other professional staff include the Assistant Town Accountant, Staff Accountant, and Payroll Manager.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Town Accountant	1	1	1	1	1	1	1	1
Assistant Town Accountant	1	1	1	1	1	1	1	1
Staff Accountant	1	1	1	1	1	1	1	1
Payroll Manager*	—	—	—	—	1	1	1	1
AP Specialist**	0.6	0.6	0.6	0.6	—	—	—	—
<b>Total</b>	<b>3.6</b>	<b>3.6</b>	<b>3.6</b>	<b>3.6</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

\*Payroll Manager transitioned from the Treasurer's Office to the Accounting Office in FY2023

\*\*The AP Specialist position was removed through attrition

# 1400 Town Accountant

## Budget Recommendations

The FY2026 budget request for the Town Accountant is \$469,727, which is an increase of \$39,002 or 9.06% from the FY2025 budget.

Compensation is \$375,777, an increase of \$20,982 or 5.91% due to hiring a new Assistant Town Accountant at a higher

rate than her predecessor as well as cost of living and merit increases.

Expenses are \$93,950, an increase of \$18,020 or 23.73% due to the biennial OPEB actuarial report. After FY2026, it will not be needed again until FY2028.

### Town Accountant Budget Summary

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Compensation	\$ 293,774	\$ 291,593	\$ 354,187	\$ 354,795	\$ 375,777	\$ —	\$ —	\$ 375,777	\$ 20,982	5.91 %
Expenses	\$ 74,621	\$ 61,873	\$ 90,446	\$ 75,930	\$ 93,950	\$ —	\$ —	\$ 93,950	\$ 18,020	23.73 %
<b>Total 1400 Town Accountant</b>	<b>\$ 368,394</b>	<b>\$ 353,466</b>	<b>\$ 444,634</b>	<b>\$ 430,725</b>	<b>\$ 469,727</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 469,727</b>	<b>\$ 39,002</b>	<b>9.06 %</b>

### Town Accountant Budget Detail

Comp.	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
Comp.	11351	511000	Full-Time Salaries	\$ 273,667	\$ 291,593	\$ 354,187	\$ 354,795	\$ 375,777			\$ 375,777	\$ 20,982	5.9 %
	11351	511100	Part-Time Salaries	\$ 20,107	\$ —	\$ —	\$ —	\$ —			\$ —	\$ —	— %
	<b>Subtotal Compensation</b>			<b>\$ 293,774</b>	<b>\$ 291,593</b>	<b>\$ 354,187</b>	<b>\$ 354,795</b>	<b>\$ 375,777</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 375,777</b>	<b>\$ 20,982</b>	<b>5.9 %</b>
Expenses	11352	527200	Building Supplies	\$ 1,291	\$ 1,291	\$ 215	\$ 1,500	\$ 1,500			\$ 1,500	\$ —	— %
	11352	530000	Prof. and Tech Services	\$ 8,740	\$ 740	\$ 29,684	\$ 9,030	\$ 28,250			\$ 28,250	\$ 19,220	212.8 %
	11352	530120	Auditing Town Books	\$ 53,000	\$ 53,000	\$ 53,000	\$ 55,000	\$ 55,000			\$ 55,000	\$ —	— %
	11352	571000	In-State Travel	\$ 6,102	\$ 735	\$ 3,226	\$ 5,000	\$ 4,000			\$ 4,000	\$ (1,000)	(20.0)%
	11352	573000	Dues and Membership	\$ 740	\$ 420	\$ 425	\$ 1,200	\$ 700			\$ 700	\$ (500)	(41.7)%
	<b>Subtotal Contract Services</b>			<b>\$ 69,872</b>	<b>\$ 56,186</b>	<b>\$ 86,550</b>	<b>\$ 71,730</b>	<b>\$ 89,450</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 89,450</b>	<b>\$ 17,720</b>	<b>24.7 %</b>
	11352	542100	Office Supplies	\$ 4,749	\$ 5,688	\$ 3,896	\$ 4,200	\$ 4,500			\$ 4,500	\$ 300	7.1 %
<b>Subtotal Supplies</b>			<b>\$ 4,749</b>	<b>\$ 5,688</b>	<b>\$ 3,896</b>	<b>\$ 4,200</b>	<b>\$ 4,500</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 4,500</b>	<b>\$ 300</b>	<b>7.1 %</b>	
<b>Subtotal Expenses</b>			<b>\$ 74,621</b>	<b>\$ 61,873</b>	<b>\$ 90,446</b>	<b>\$ 75,930</b>	<b>\$ 93,950</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 93,950</b>	<b>\$ 18,020</b>	<b>23.7 %</b>	
<b>Total 1410 Accounting Admin</b>			<b>\$ 368,394</b>	<b>\$ 353,466</b>	<b>\$ 444,634</b>	<b>\$ 430,725</b>	<b>\$ 469,727</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 469,727</b>	<b>\$ 39,002</b>	<b>9.1 %</b>	

## 1500 Town Administration

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### **Program Overview**

The office is responsible for general management of the Town and coordination with departments as necessary to achieve goals and consistent policies throughout the organization. Key functional areas of responsibility include:

#### ***Fiscal & Budgetary Oversight***

This area is responsible for managing the Town's annual budget process and ongoing financial review and oversight. The Town Administrator and Assistant Town Administrator/ Finance Director work with Town Departments and the appointed Warrant Committee and Comprehensive Capital Budget Committee.

#### ***Communications/Public Information***

This function has primary responsibility for centralized townwide communications, media relations, constituent services, Town Meeting preparation and publishing the Town's Annual Report. The office is responsible for website management and public outreach to the community.

#### ***Committees/Commissions***

The office provides administrative support for Select Board appointed committees, the Warrant Committee, the Comprehensive Capital Budget Committee, the Belmont Middle and High School Building Committee, the Municipal Skating Rink Building Committee and the Library Building Committee. Tasks include posting meeting agendas, booking meeting space, coordinating special events, printing notices or publications, and updating the Town's website with meeting minutes, reports and general information. In addition, the office coordinates applications from resident for appointment to various committees and boards by the Select Board.

#### ***Risk Management***

The office manages the Town's insurances for property, casualty, liability and auto insurance, workers' compensation, and the health insurance trust fund.

#### ***Rink Operations***

In addition to the traditional categories noted above, the Town Administration intends to develop a transition budget for the Municipal Skating Rink, which is scheduled to open to the public in late 2025. Since the final location for the Rink budget is still in flux, the first year of operations will be placed in Town Administration.

Planning is still in the initial stages, but the intent is to hire an experienced Rink Manager in March 2025, and engage them to develop programming, plan for staff support, and develop relationships with the community. They will also inform the FY2027 budget process, which will cover an entire season in the new rink.

First-year funding for the Rink Manager, and some building operating costs are included in the FY2026 municipal operating budget. Part-time staff who would presumably run the rink programs are covered via a new Rink Revolving Fund. Details for both budgets will be more fully developed once the Rink Manager has been hired.

## FY2024-25 Achievements

- The Select Board developed a series of prioritized goals for staff which will help focus our limited re
- Continued collaboration between the Select Board, School, Warrant and Capital Budget Committees in developing a FY2025 operating and capital budget.
- Revamped the budget process to start even earlier in order to prepare for an override vote in April 2024.
- Continued using the new budget tool for operating and capital budgets, revamped budget model, and found the process to be streamlined in its second year of use.
- Contracted with a Public Relations firm to provide information to residents regarding the override.
- Worked to procure, design and implement a new and more user-friendly Town website.
- Hired a new department head, an experienced Chief Innovation Officer for IT.

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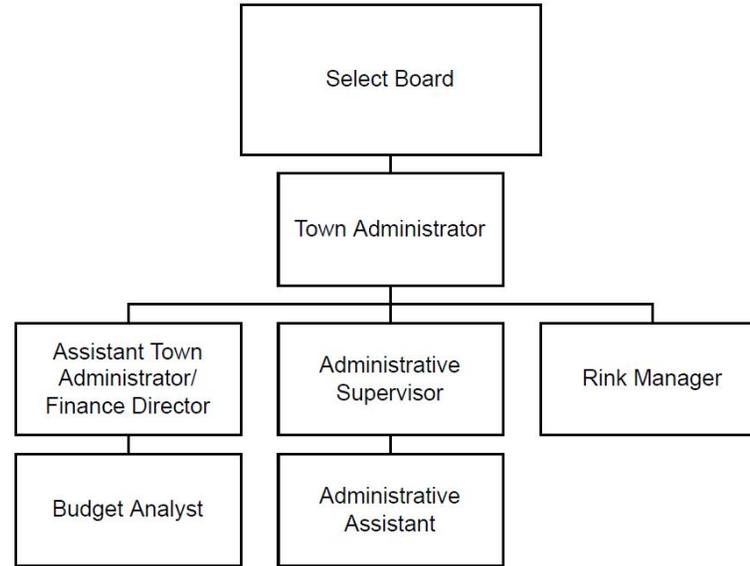
## FY2026 Goals

- Work with Structural Change Implementation Committee to review and propose ways to implement structural change.
- Continue work to enhance communication with Belmont residents.
- Conduct a review of existing and potential new revenue streams.
- Support the opening of the new Municipal Skating Rink.

**Staffing and Structure**

The five department staff currently employed by the department includes the positions of Town Administrator, Assistant Town Administrator/Finance Director, Fiscal Management Analyst, Administrative Supervisor, and

Administrative Assistant. The three members of the Select Board receive a small stipend for their leadership role and service to the community.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Town Administrator	1	1	1	1	1	1	1	1
Assistant Town Administrator	1	1	1	1	1	1	1	1
Fiscal Management Analyst	1	1	1	1	1	1	1	1
Administrative Supervisor	1	1	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1	1	1
Select Board (3)	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6
Rink Manager*	—	—	—	—	—	—	1	1
<b>Total</b>	<b>5.6</b>	<b>5.6</b>	<b>5.6</b>	<b>5.6</b>	<b>5.6</b>	<b>5.6</b>	<b>6.6</b>	<b>6.6</b>

\*A Rink Manager will be hired in Spring 2025 to prepare for the Rink opening in late 2025, and will assist in developing the FY2027 budget, including the final location for the Rink Budget.

# 1500 Town Administration

## Budget Recommendations

The FY2026 budget request for Town Administration is \$1,480,051, which is an increase of \$296,763 or 25.08% from the FY2025 budget.

Compensation is \$772,531, an increase of \$94,283 or 13.90% due the anticipated hiring of a rink manager midway through FY2025 which will require a full year of salary in FY2026, as well as cost of living adjustments.

Expenses are \$707,520 which is an increase of \$202,480 due to initial rink operating costs, to be supplemented by a new Rink Revolving Fund. Further details around Rink operations will be worked out once a Rink Manager is hired in Spring 2025.

### Town Administration Budget Summary

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Compensation	\$ 508,807	\$ 610,987	\$ 632,126	\$ 678,248	\$ 772,531	\$ —	\$ —	\$ 772,531	\$ 94,283	13.90 %
Expenses	\$ 497,827	\$ 458,191	\$ 493,767	\$ 505,040	\$ 709,040	\$ —	\$ (1,520)	\$ 707,520	\$ 202,480	40.09 %
<b>Total 1500 Town Administration</b>	<b>\$ 1,006,633</b>	<b>\$ 1,069,177</b>	<b>\$ 1,125,893</b>	<b>\$ 1,183,288</b>	<b>\$ 1,481,571</b>	<b>\$ —</b>	<b>\$ (1,520)</b>	<b>\$ 1,480,051</b>	<b>\$ 296,763</b>	<b>25.08 %</b>

Division Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Total 1510 Select Board	\$ 101,405	\$ 92,029	\$ 57,390	\$ 110,490	\$ 110,490	\$ —	\$ —	\$ 110,490	\$ —	— %
Total 1520 Town Administrator	\$ 534,826	\$ 606,195	\$ 639,020	\$ 627,798	\$ 672,081	\$ —	\$ (1,520)	\$ 670,561	\$ 42,763	6.81 %
Total 1530 Legal	\$ 362,902	\$ 363,454	\$ 421,983	\$ 387,500	\$ 387,500	\$ —	\$ —	\$ 387,500	\$ —	— %
Total 1540 VFW/Amer. Legion	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %
Total 1550 Rink Operations	\$ —	\$ —	\$ —	\$ 50,000	\$ 304,000	\$ —	\$ —	\$ 304,000	\$ 254,000	508.00 %
<b>Total 1500 Town Administration</b>	<b>\$ 1,006,633</b>	<b>\$ 1,069,177</b>	<b>\$ 1,125,893</b>	<b>\$ 1,183,288</b>	<b>\$ 1,481,571</b>	<b>\$ —</b>	<b>\$ (1,520)</b>	<b>\$ 1,480,051</b>	<b>\$ 296,763</b>	<b>25.08 %</b>

Non-General Fund Sources	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Rink Revolving Fund	\$ —	\$ —	\$ —	\$ —	\$ 300,000	\$ —	\$ —	\$ 300,000	\$ 300,000	— %
<b>Combined Total All Sources</b>	<b>\$ 1,006,633</b>	<b>\$ 1,069,177</b>	<b>\$ 1,125,893</b>	<b>\$ 1,183,288</b>	<b>\$ 1,781,571</b>	<b>\$ —</b>	<b>\$ (1,520)</b>	<b>\$ 1,780,051</b>	<b>\$ 596,763</b>	<b>50.43 %</b>

# 1500 Town Administration

## Select Board Budget Detail

Compensation	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	11221	511100	Part-Time Salaries	\$ 10,426	\$ 9,089	\$ 4,632	\$ 12,000	\$ 12,000	\$ —	\$ —	\$ 12,000	\$ —	— %
	11221	511900	Elected Officials	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ —	\$ —	\$ 14,000	\$ —	— %
	<b>Subtotal Compensation</b>			<b>\$ 24,426</b>	<b>\$ 23,089</b>	<b>\$ 18,632</b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 26,000</b>	<b>\$ —</b>	<b>— %</b>
Expenses	11222	530000	Prof. and Tech Services	\$ 69,150	\$ 55,218	\$ 29,312	\$ 53,290	\$ 53,290	\$ —	\$ —	\$ 53,290	\$ —	— %
	11222	533300	Diversity, Equity, and Incl.	\$ —	\$ 5,737	\$ 1,300	\$ 24,000	\$ 24,000	\$ —	\$ —	\$ 24,000	\$ —	— %
	11222	573000	Dues and Membership	\$ 7,829	\$ 7,986	\$ 8,146	\$ 7,200	\$ 7,200	\$ —	\$ —	\$ 7,200	\$ —	— %
		<b>Subtotal Expenses</b>			<b>\$ 76,979</b>	<b>\$ 68,940</b>	<b>\$ 38,758</b>	<b>\$ 84,490</b>	<b>\$ 84,490</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 84,490</b>	<b>\$ —</b>
	<b>Total 1510 Select Board</b>			<b>\$ 101,405</b>	<b>\$ 92,029</b>	<b>\$ 57,390</b>	<b>\$ 110,490</b>	<b>\$ 110,490</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 110,490</b>	<b>\$ —</b>	<b>— %</b>

## Town Administrator Budget Detail

Compensation	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	11231	511000	Full-Time Salaries	\$ 476,749	\$ 580,109	\$ 605,168	\$ 594,748	\$ 639,031	\$ —	\$ —	\$ 639,031	\$ 44,283	7.4 %
	11231	519400	Stipends	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %
	11231	513000	Overtime	\$ 132	\$ 23	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Compensation</b>			<b>\$ 484,381</b>	<b>\$ 587,898</b>	<b>\$ 613,494</b>	<b>\$ 602,248</b>	<b>\$ 646,531</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 646,531</b>	<b>\$ 44,283</b>	<b>7.4 %</b>
Expenses	11232	527200	Building Supplies	\$ 275	\$ 578	\$ 1,802	\$ 1,800	\$ 1,800	\$ —	\$ —	\$ 1,800	\$ —	— %
	11232	530000	Prof. and Tech Services	\$ 33,820	\$ 4,515	\$ 7,360	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %
	11232	531700	Employee Training	\$ 2,520	\$ 1,607	\$ 2,510	\$ 2,500	\$ 2,500	\$ —	\$ —	\$ 2,500	\$ —	— %
	11232	531900	Advertising	\$ 710	\$ 1,884	\$ 912	\$ 1,000	\$ 1,000	\$ —	\$ —	\$ 1,000	\$ —	— %
	11232	534100	Telephone	\$ 1,230	\$ 1,225	\$ 1,222	\$ 2,250	\$ 2,250	\$ —	\$ (1,520)	\$ 730	\$ (1,520)	(67.6)%
	11232	571000	In-State Travel	\$ —	\$ 165	\$ 193	\$ 1,500	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ —	— %
	11232	573000	Dues and Membership	\$ 3,119	\$ 2,427	\$ 2,138	\$ 3,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ —	— %
		<b>Subtotal Contract Services</b>			<b>\$ 41,673</b>	<b>\$ 12,401</b>	<b>\$ 16,138</b>	<b>\$ 19,550</b>	<b>\$ 19,550</b>	<b>\$ —</b>	<b>\$ (1,520)</b>	<b>\$ 18,030</b>	<b>\$ (1,520)</b>
	11232	542100	Office Supplies	\$ 8,773	\$ 5,895	\$ 9,389	\$ 6,000	\$ 6,000	\$ —	\$ —	\$ 6,000	\$ —	— %
	<b>Subtotal Supplies</b>			<b>\$ 8,773</b>	<b>\$ 5,895</b>	<b>\$ 9,389</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 6,000</b>	<b>\$ —</b>	<b>— %</b>
	<b>Subtotal Expenses</b>			<b>\$ 50,446</b>	<b>\$ 18,297</b>	<b>\$ 25,527</b>	<b>\$ 25,550</b>	<b>\$ 25,550</b>	<b>\$ —</b>	<b>\$ (1,520)</b>	<b>\$ 24,030</b>	<b>\$ (1,520)</b>	<b>(5.9)%</b>
	<b>Total 1520 Town Administrator</b>			<b>\$ 534,826</b>	<b>\$ 606,195</b>	<b>\$ 639,020</b>	<b>\$ 627,798</b>	<b>\$ 672,081</b>	<b>\$ —</b>	<b>\$ (1,520)</b>	<b>\$ 670,561</b>	<b>\$ 42,763</b>	<b>6.8 %</b>

**Legal Budget Detail**

Expenses	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	11512	530100	Legal	\$ 362,902	\$ 363,454	\$ 421,983	\$ 380,000	\$ 387,500	\$ —	\$ —	\$ 387,500	\$ 7,500	2.0 %
	11512	576100	Claims and Settlements	\$ —	\$ —	\$ —	\$ 7,500	\$ —	\$ —	\$ —	\$ —	\$ (7,500)	(100.0)%
	<b>Subtotal Expenses</b>			\$ 362,902	\$ 363,454	\$ 421,983	\$ 387,500	\$ 387,500	\$ —	\$ —	\$ 387,500	\$ —	— %
	<b>Total 1530 Legal</b>			\$ 362,902	\$ 363,454	\$ 421,983	\$ 387,500	\$ 387,500	\$ —	\$ —	\$ 387,500	\$ —	— %

**VFW/Amer. Legion Budget Detail**

Expenses	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	15442	527100	Rental of Building	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %
	<b>Subtotal Expenses</b>			\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %
	<b>Total 1540 VFW/Amer. Legion</b>			\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %

Rink Operations Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Comp.	Org	Object	Description										
	11241	511000	Full-Time Salaries	\$ —	\$ —	\$ —	\$ 50,000	\$ 100,000	\$ —	\$ —	\$ 100,000	\$ 50,000	100.0 %
	11241	511100	Part-Time Salaries	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
<b>Subtotal Compensation</b>			\$ —	\$ —	\$ —	\$ 50,000	\$ 100,000	\$ —	\$ —	\$ 100,000	\$ 50,000	100.0 %	
	11242	524308	Refrigeration System Maint.	\$ —	\$ —	\$ —	\$ —	\$ 20,000	\$ —	\$ —	\$ 20,000	\$ 20,000	— %
	11242	524300	Repair & Maint Bldg/	\$ —	\$ —	\$ —	\$ —	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ 10,000	— %
	<b>Subtotal Contract Services</b>			\$ —	\$ —	\$ —	\$ —	\$ 30,000	\$ —	\$ —	\$ 30,000	\$ 30,000	— %
Expenses	11242	527200	Building Supplies	\$ —	\$ —	\$ —	\$ —	\$ 15,000	\$ —	\$ —	\$ 15,000	\$ 15,000	— %
	11242	545000	Custodial Supplies	\$ —	\$ —	\$ —	\$ —	\$ 20,000	\$ —	\$ —	\$ 20,000	\$ 20,000	— %
	<b>Subtotal Supplies</b>			\$ —	\$ —	\$ —	\$ —	\$ 35,000	\$ —	\$ —	\$ 35,000	\$ 35,000	— %
	11242	522900	Electricity	\$ —	\$ —	\$ —	\$ —	\$ 129,000	\$ —	\$ —	\$ 129,000	\$129,000	— %
	11242	523100	Water	\$ —	\$ —	\$ —	\$ —	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ 10,000	— %
	<b>Subtotal Utilities</b>			\$ —	\$ —	\$ —	\$ —	\$ 139,000	\$ —	\$ —	\$ 139,000	\$139,000	— %
<b>Subtotal Expenses</b>			\$ —	\$ —	\$ —	\$ —	\$ 204,000	\$ —	\$ —	\$ 204,000	\$204,000	— %	
<b>Total 1550 Rink Operations</b>			\$ —	\$ —	\$ —	\$ 50,000	\$ 304,000	\$ —	\$ —	\$ 304,000	\$254,000	508.0 %	
<b>Non-General Fund Sources</b>			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Rink Revolving Fund						\$ —	\$ 300,000	\$ —	\$ —	\$ 300,000	\$300,000	— %	
<b>Total Rink Non-General Fund</b>			\$ —	\$ —	\$ —	\$ —	\$ 300,000	\$ —	\$ —	\$ 300,000	\$300,000	— %	
<b>Combined Total All Sources</b>						\$ 50,000	\$ 604,000	0	0	\$ 604,000	\$554,000	1108 %	

## 1600 Town Clerk

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### Program Overview

The Town Clerk's Office secures records and communicates governmental information in a timely manner. In addition, the Town Clerk's office runs all of the elections, manages the list of voters and residents and fully supports Town Meeting, Belmont's legislative body.

### Town Clerk

Responsible for creating, registering and maintaining official Town records, including births, deaths, marriages, Town Meeting votes and transcripts, business licenses and business certificates (d/b/a), pet licenses, legal postings of meetings and filings and appointment of committees and governmental bodies. The Town Clerk is also the Town's Public Records Officer, and central point of information and records of Ethics, the Open Meeting Law and Campaign Finance Laws.

### FY2024-25 Achievements

- The Town Clerk's budget varies by the number and type of elections held in a year. The year 2024 included four elections (Presidential Primary, Town Election, State Primary and State/Presidential Election), a recount of Question 2 from the Town Election and a State-mandated Post Election Audit of the State Election. All State Primaries and Elections require Early Vote by Mail (totaling 23,000 in FY24) and week(s) of In Person Early Voting, qualified expenses are reimbursed by the State. Vote by Mail and returned ballot processes are very labor intensive.
- The Town Clerk's office had 11,796 visitors come through our doors; also received and sent more than 60,000 emails in FY2024.

### Elections & Registrations

Responsible for all aspects of elections and managing the Town census of voters and residents in compliance with local, state and federal laws. Works with the Board of Registrars of Voters. Verify residency for inquiring agencies.

### Legislative

Responsible for managing Town Meeting, its preparation and operations, with the elected Moderator; submitting votes as required to the Attorney General, Department of Revenue and other State agencies, coordinating logistics for Town Meeting with the Moderator and Town staff, maintaining contact information for and performing official communications to Town Meeting Members by email.

- Purchased a new high-speed vote tabulator that works with our precinct tabulators and townwide results consolidation software; the purchase was 100% reimbursed by the State as Early Voting cost. First deployment at March 2024 Presidential Primary.
- Recruited and trained additional new election workers so all were informed about election laws, security, electronic voting lists and vote tabulators.
- Supported twelve nights of Town Meeting (four more than budgeted), seven in person, three hybrid and two remote-only.
- Completed the transition to the new State online Ethics portal to train and track mandated education requirements, for more than 1,250 employees/committee members.

## 1600 Town Clerk

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### FY2026 Goals

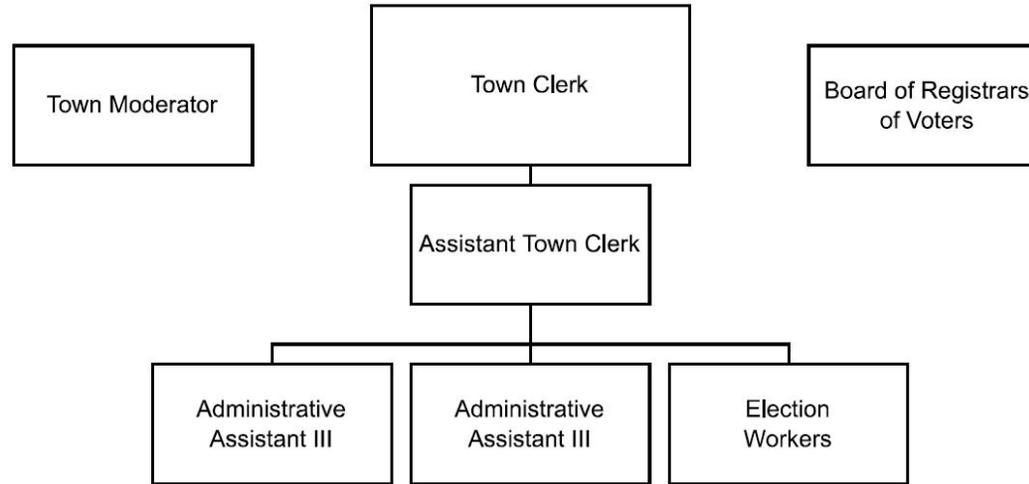
- Provide secure, accessible and accurate election processes and report accurate and timely results and certifications to the State. Relocate Precinct 1 voting location back to the Library when construction is complete, from Beth El Temple Center, its temporary location.
- Complete our CPA projects to preserve Belmont's original vital and permanent Town records to be easily searchable by staff.
- Support Town Meetings, in-person, remote or hybrid, working with new IT manager and Belmont Media to make improvements as needed.
- Make it easier for site visitors to find documents on Next Request, our Public Records portal.
- Use information from the State Security Audit to work with Facilities to improve overall physical security in the Town Clerk's office and at polling places.

# 1600 Town Clerk

## Staffing and Structure

The Town Clerk's Office staff consists of four full-time employees (including the elected Town Clerk), the elected

Moderator and four part-time Registrars of Voters and the 157 active and qualified election poll workers.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Town Meeting Moderator	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
Town Clerk	1	1	1	1	1	1	1	1
Assistant Town Clerk	1	1	1	1	1	1	1	1
Administrative Assistant III	2	2	2	2	2	2	2	2
Board of Registrars (4)	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4
Total	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5

# 1600 Town Clerk

## Budget Recommendations

The FY2026 budget request from the Town Clerk is \$481,565, which is a decrease of \$(72,903) or (13.15)% from the FY2025 budget. The Elections & Registration budget is driven by the number and type of elections budgeted, State Elections, Primaries, Annual Town each with their own mandated requirements and cost structures. Legislative and Town Clerk non-personnel budgets are basically flat.

Compensation is \$367,227, a decrease of \$(42,156) or (10.30)% due to less elections scheduled during FY2026.

Expenses are \$114,338, a decrease of \$(30,747) or (21.19)% due to the Elections program budget, which varies with the number and type of elections.

### Town Clerk Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 327,688	\$ 383,914	\$ 375,983	\$ 409,383	\$ 367,227	\$ —	\$ —	\$ 367,227	\$ (42,156)	(10.30)%
Expenses	\$ 82,805	\$ 108,280	\$ 107,587	\$ 145,085	\$ 114,338	\$ —	\$ —	\$ 114,338	\$ (30,747)	(21.19)%
<b>Total 1600 Town Clerk</b>	<b>\$ 410,494</b>	<b>\$ 492,194</b>	<b>\$ 483,570</b>	<b>\$ 554,468</b>	<b>\$ 481,565</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 481,565</b>	<b>\$ (72,903)</b>	<b>(13.15)%</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 1610 Town Clerk Admin	\$ 234,536	\$ 247,554	\$ 240,130	\$ 253,976	\$ 254,294	\$ —	\$ —	\$ 254,294	\$ 318	0.13 %
Total 1620 Elections	\$ 161,123	\$ 223,688	\$ 211,084	\$ 263,600	\$ 194,392	\$ —	\$ —	\$ 194,392	\$ (69,208)	(26.25)%
Total 1630 Legislative	\$ 14,834	\$ 20,952	\$ 32,356	\$ 36,892	\$ 32,879	\$ —	\$ —	\$ 32,879	\$ (4,013)	(10.88)%
<b>Total 1600 Town Clerk</b>	<b>\$ 410,494</b>	<b>\$ 492,194</b>	<b>\$ 483,570</b>	<b>\$ 554,468</b>	<b>\$ 481,565</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 481,565</b>	<b>\$ (72,903)</b>	<b>(13.15)%</b>

# 1600 Town Clerk

## Town Clerk Admin Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
Compensatio	Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
		11611	511000	Full-Time Salaries	\$ 110,698	\$ 117,727	\$ 117,105	\$ 117,555	\$ 117,555	\$ —	\$ —	\$ 117,555	\$ —
	11611	511900	Elected Officials	\$ 104,466	\$ 107,349	\$ 106,556	\$ 108,687	\$ 110,860	\$ —	\$ —	\$ 110,860	\$ 2,173	2.0 %
	11611	514800	Longevity	\$ 1,650	\$ 1,850	\$ 1,800	\$ 1,800	\$ 1,800	\$ —	\$ —	\$ 1,800	\$ —	— %
<b>Subtotal Compensation</b>			\$ 216,814	\$ 227,924	\$ 225,460	\$ 228,042	\$ 230,215	\$ —	\$ —	\$ 230,215	\$ 2,173	1.0 %	
Expenses	11612	524500	Repair & Maint. Office Equip.	\$ 255	\$ 438	\$ 335	\$ 500	\$ 650	\$ —	\$ —	\$ 650	\$ 150	30.0 %
	11612	527200	Building Supplies	\$ 2,600	\$ 1,055	\$ 864	\$ 3,328	\$ 2,604	\$ —	\$ —	\$ 2,604	\$ (724)	(21.8)%
	11612	530000	Prof. and Tech Services	\$ 2,069	\$ 3,583	\$ 560	\$ 4,460	\$ 2,400	\$ —	\$ —	\$ 2,400	\$ (2,060)	(46.2)%
	11612	530300	Software Licenses	\$ 7,288	\$ 8,679	\$ 9,352	\$ 10,321	\$ 10,900	\$ —	\$ —	\$ 10,900	\$ 579	5.6 %
	11612	534500	Postage	\$ —	\$ 10	\$ —	\$ 100	\$ 100	\$ —	\$ —	\$ 100	\$ —	— %
	11612	534700	Printing	\$ 2,249	\$ 2,301	\$ 307	\$ 2,400	\$ 2,400	\$ —	\$ —	\$ 2,400	\$ —	— %
	11612	571000	In-State Travel	\$ 60	\$ 293	\$ 701	\$ 700	\$ 800	\$ —	\$ —	\$ 800	\$ 100	14.3 %
	11612	573000	Dues and Membership	\$ 250	\$ 200	\$ 400	\$ 400	\$ 400	\$ —	\$ —	\$ 400	\$ —	— %
	11612	574100	Insurance and Bonding	\$ 255	\$ —	\$ 120	\$ 300	\$ 300	\$ —	\$ —	\$ 300	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 15,026	\$ 16,558	\$ 12,640	\$ 22,509	\$ 20,554	\$ —	\$ —	\$ 20,554	\$ (1,955)	(8.7)%
	11612	542100	Office Supplies	\$ 1,567	\$ 1,834	\$ 1,736	\$ 1,900	\$ 2,000	\$ —	\$ —	\$ 2,000	\$ 100	5.3 %
	11612	542200	Computer Supplies	\$ 1,129	\$ 1,238	\$ 294	\$ 1,525	\$ 1,525	\$ —	\$ —	\$ 1,525	\$ —	— %
<b>Subtotal Supplies</b>			\$ 2,696	\$ 3,072	\$ 2,030	\$ 3,425	\$ 3,525	\$ —	\$ —	\$ 3,525	\$ 100	2.9 %	
<b>Subtotal Expenses</b>			\$ 17,722	\$ 19,631	\$ 14,670	\$ 25,934	\$ 24,079	\$ —	\$ —	\$ 24,079	\$ (1,855)	(7.2)%	
<b>Total 1610 Town Clerk Admin</b>			\$ 234,536	\$ 247,554	\$ 240,130	\$ 253,976	\$ 254,294	\$ —	\$ —	\$ 254,294	\$ 318	0.1 %	

# 1600 Town Clerk

## Elections Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
Compensation	Org	Object	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
		11621	511000	\$ 90,760	\$ 92,035	\$ 96,187	\$ 96,142	\$ 102,416	\$ —	\$ —	\$ 102,416	\$ 6,274
	11621	511100	\$ 4,500	\$ 4,700	\$ 4,500	\$ 4,500	\$ 4,500	\$ —	\$ —	\$ 4,500	\$ —	— %
	11621	512000	\$ 10,628	\$ 42,777	\$ 30,302	\$ 64,806	\$ 19,128	\$ —	\$ —	\$ 19,128	\$ (45,678)	(70.5)%
	11621	513000	\$ 1,239	\$ 13,217	\$ 10,340	\$ 10,038	\$ 4,728	\$ —	\$ —	\$ 4,728	\$ (5,310)	(52.9)%
<b>Subtotal Compensation</b>			\$ 107,127	\$ 152,728	\$ 141,329	\$ 175,486	\$ 130,772	\$ —	\$ —	\$ 130,772	\$ (44,714)	(25.5)%
Expenses	11622	524500	\$ —	\$ 162	\$ 303	\$ 500	\$ 500	\$ —	\$ —	\$ 500	\$ —	— %
	11622	524700	\$ 22,507	\$ 19,653	\$ 21,794	\$ 29,690	\$ 26,290	\$ —	\$ —	\$ 26,290	\$ (3,400)	(11.5)%
	11622	531600	\$ 6,501	\$ 21,407	\$ 18,993	\$ 25,272	\$ 9,200	\$ —	\$ —	\$ 9,200	\$ (16,072)	(63.6)%
	11622	534500	\$ 8,806	\$ 9,504	\$ 13,325	\$ 11,830	\$ 11,830	\$ —	\$ —	\$ 11,830	\$ —	— %
	11622	534600	\$ 13,334	\$ 12,970	\$ 10,525	\$ 14,222	\$ 12,100	\$ —	\$ —	\$ 12,100	\$ (2,122)	(14.9)%
	11622	571000	\$ —	\$ 344	\$ 1,171	\$ 700	\$ 700	\$ —	\$ —	\$ 700	\$ —	— %
	11622	573000	\$ —	\$ —	\$ 25	\$ 50	\$ 50	\$ —	\$ —	\$ 50	\$ —	— %
<b>Subtotal Contract Services</b>			\$ 51,148	\$ 64,041	\$ 66,136	\$ 82,264	\$ 60,670	\$ —	\$ —	\$ 60,670	\$ (21,594)	(26.2)%
	11622	542100	\$ 1,533	\$ 3,155	\$ 1,744	\$ 2,100	\$ 1,700	\$ —	\$ —	\$ 1,700	\$ (400)	(19.0)%
	11622	549000	\$ 334	\$ 1,421	\$ 340	\$ 2,220	\$ 650	\$ —	\$ —	\$ 650	\$ (1,570)	(70.7)%
	11622	558300	\$ 981	\$ 2,343	\$ 1,534	\$ 1,530	\$ 600	\$ —	\$ —	\$ 600	\$ (930)	(60.8)%
<b>Subtotal Supplies</b>			\$ 2,848	\$ 6,918	\$ 3,618	\$ 5,850	\$ 2,950	\$ —	\$ —	\$ 2,950	\$ (2,900)	(49.6)%
<b>Subtotal Expenses</b>			\$ 53,996	\$ 70,960	\$ 69,754	\$ 88,114	\$ 63,620	\$ —	\$ —	\$ 63,620	\$ (24,494)	(27.8)%
<b>Total 1620 Elections</b>			\$ 161,123	\$ 223,688	\$ 211,084	\$ 263,600	\$ 194,392	\$ —	\$ —	\$ 194,392	\$ (69,208)	(26.3)%

## Legislative Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
Compensation	Org	Object	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
		11101	511900	\$ 450	\$ 436	\$ 450	\$ 450	\$ 450	\$ —	\$ —	\$ 450	\$ —
	11101	513000	\$ 3,297	\$ 2,826	\$ 8,744	\$ 5,405	\$ 5,790	\$ —	\$ —	\$ 5,790	\$ 385	7.1 %
<b>Subtotal Compensation</b>			\$ 3,747	\$ 3,262	\$ 9,194	\$ 5,855	\$ 6,240	\$ —	\$ —	\$ 6,240	\$ 385	6.6 %
Expenses	11102	530000	\$ 10,979	\$ 17,690	\$ 23,054	\$ 29,437	\$ 25,039	\$ —	\$ —	\$ 25,039	\$ (4,398)	(14.9)%
	11102	534700	\$ 109	\$ —	\$ 109	\$ 1,600	\$ 1,600	\$ —	\$ —	\$ 1,600	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 11,087	\$ 17,690	\$ 23,163	\$ 31,037	\$ 26,639	\$ —	\$ —	\$ 26,639	\$ (4,398)
<b>Subtotal Expenses</b>			\$ 11,087	\$ 17,690	\$ 23,163	\$ 31,037	\$ 26,639	\$ —	\$ —	\$ 26,639	\$ (4,398)	(14.2)%
<b>Total 1630 Legislative</b>			\$ 14,834	\$ 20,952	\$ 32,356	\$ 36,892	\$ 32,879	\$ —	\$ —	\$ 32,879	\$ (4,013)	(10.9)%

## 1700 Treasurer/Collector

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### Program Overview

The Treasurer's Office is part of the Finance Directorate and reports directly to the Assistant Town Administrator/ Finance Director. The Treasurer's Office has the following main responsibilities:

### Treasury Management

The Treasurer/Collector is responsible for the receipt, investment and disbursement of all Town funds. The Treasurer/Collector is authorized by town meeting to issue debt on behalf of the Town with the approval of the Select Board. The banking services for the Town are selected, procured and managed by the Treasurer/Collector.

### Collection

The Treasurer/Collector's Office is responsible for the collection of real estate taxes, personal property taxes, motor vehicle taxes, parking fines and utility payments.

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### FY2024-25 Achievements

- Implemented remote deposit capture which allowed for easier and more fluid funds management.
- Transitioned to new Deputy Collector, bill printer and online payment system for cost savings in printing and postage, and streamlined online process.
- Cash account reconciliations brought up-to-date and established a workflow process to reconcile cash accounts and accounts receivable on a monthly basis.
- Successfully collected \$214,554 in tax liens for FY2024.
- Cross-trained Treasury staff to ensure that critical functions are performed daily.
- Collection Rate in FY2024 was 99.5%.

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### FY2026 Goals

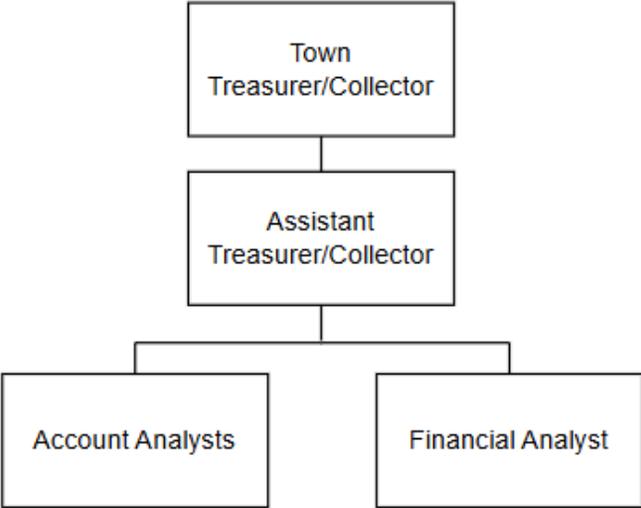
- Update investment policy for the Town.
- Convert remaining Town departments to our new online payment system as well as add any additional departments to online payments.
- Assistant Treasurer/Collector to attend second year of Massachusetts Treasurer/Collector School.
- Continue professional development for all Treasury staff.

# 1700 Treasurer/Collector

## Staffing and Structure

The Treasurer’s Department staffing is currently 5 full-time. The office has peak periods at the end of each month for customers paying parking tickets and excise taxes for RMV

license or registration renewal. With the entire office cross-trained in the cashiers functions all hands are on deck if needed.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Treasurer / Collector	1	1	1	1	1	1	1	1
Asst. Treasurer/Collector	1	1	1	1	1	1	1	1
Account Analyst*	2	2	2	2	2	2	2	2
Financial Analyst*	1	1	1	1	1	1	1	1
Payroll Coordinator**	1	1	1	1	—	—	—	—
Administrative Assistant II***	1	1	1	1	1	1	—	—
Office Assistant***	0.5	0.5	0.5	0.5	0.5	0.5	—	—
Total	7.5	7.5	7.5	7.5	6.5	6.5	5.0	5.0

\*In FY2025, the Job Titles and Job Descriptions for Treasurer’s staff were updated to reflect more cross-training between roles and expanded job functions. The new titles are captured in the table.

\*\*Payroll Coordinator was moved to the Town Accountant's office in FY2023.

\*\*\*Admin Assistant and Office Assistant positions were eliminated in the FY2025 budget.

# 1700 Treasurer/Collector

## Budget Recommendations

The FY2026 budget request for the Treasurer/Collector is \$607,632, which is an increase of \$22,438 or 3.83% from the FY2025 budget.

Compensation is \$420,732, an increase of \$23,438 or 5.90% which recognizes the staff restructuring that was implemented in FY2025 to update job descriptions and salaries to reflect refined duties.

Expenses are \$186,900, a net decrease of \$(1,000) or (0.53)% from FY2025. Postage is increasing \$5,000 to reflect increases in Postal Service rates, which is fully offset by a \$6,000 decrease in the Printing budget from newly recognized efficiencies.

## Treasurer Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 479,753	\$ 400,578	\$ 368,972	\$ 397,294	\$ 420,732	\$ —	\$ —	\$ 420,732	\$ 23,438	5.90 %
Expenses	\$ 133,709	\$ 242,971	\$ 447,942	\$ 187,900	\$ 186,900	\$ —	\$ —	\$ 186,900	\$ (1,000)	(0.53)%
<b>Total 1700 Treasurer</b>	<b>\$ 613,462</b>	<b>\$ 643,549</b>	<b>\$ 816,914</b>	<b>\$ 585,194</b>	<b>\$ 607,632</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 607,632</b>	<b>\$ 22,438</b>	<b>3.83 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 1710 Treasurer Admin	\$ 542,052	\$ 577,595	\$ 744,477	\$ 486,694	\$ 509,132	\$ —	\$ —	\$ 509,132	\$ 22,438	4.61 %
Total 1720 Parking Clerk	\$ 71,411	\$ 65,954	\$ 72,438	\$ 98,500	\$ 98,500	\$ —	\$ —	\$ 98,500	\$ —	— %
<b>Total 1700 Treasurer</b>	<b>\$ 613,462</b>	<b>\$ 643,549</b>	<b>\$ 816,914</b>	<b>\$ 585,194</b>	<b>\$ 607,632</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 607,632</b>	<b>\$ 22,438</b>	<b>3.83 %</b>

# 1700 Treasurer/Collector

## Treasurer Admin Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	11451	511000	Full-Time Salaries	\$ 357,372	\$ 293,101	\$ 362,272	\$ 390,544	\$ 413,982	\$ —	\$ —	\$ 413,982	\$ 23,438	6.0 %
	11451	511100	Part-Time Salaries	\$ 1,538	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	11451	511900	Elected Officials	\$ 109,122	\$ 84,426	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	11451	514800	Longevity	\$ 2,675	\$ —	\$ 1,700	\$ 1,750	\$ 1,750	\$ —	\$ —	\$ 1,750	\$ —	— %
	11451	513000	Overtime	\$ 6,047	\$ 19,743	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Compensation</b>			\$ 476,753	\$ 397,270	\$ 363,972	\$ 392,294	\$ 415,732	\$ —	\$ —	\$ 415,732	\$ 23,438	6.0 %
Expenses	11452	524500	Repair & Maint. Office Equip.	\$ 1,797	\$ 1,620	\$ 215	\$ 3,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ —	— %
	11452	530000	Prof. and Tech Services	\$ 9,007	\$ 20,232	\$ 332,031	\$ 20,000	\$ 20,000	\$ —	\$ —	\$ 20,000	\$ —	— %
	11452	530600	Data Process	\$ 1,875	\$ 99,739	\$ 4,790	\$ 7,000	\$ 7,000	\$ —	\$ —	\$ 7,000	\$ —	— %
	11452	531700	Employee Training	\$ —	\$ —	\$ 100	\$ 3,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ —	— %
	11452	534500	Postage	\$ 29,780	\$ 33,168	\$ 32,222	\$ 30,000	\$ 35,000	\$ —	\$ —	\$ 35,000	\$ 5,000	16.7 %
	11452	534700	Printing	\$ 18,323	\$ 20,079	\$ 7,826	\$ 18,000	\$ 12,000	\$ —	\$ —	\$ 12,000	\$ (6,000)	(33.3)%
	11452	571000	In-State Travel	\$ —	\$ —	\$ 21	\$ 3,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ —	— %
	11452	573000	Dues and Membership	\$ 100	\$ 340	\$ 240	\$ 1,000	\$ 1,000	\$ —	\$ —	\$ 1,000	\$ —	— %
	11452	574100	Insurance and Bonding	\$ 1,679	\$ 1,147	\$ 1,535	\$ 2,400	\$ 2,400	\$ —	\$ —	\$ 2,400	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 62,561	\$ 176,324	\$ 378,980	\$ 87,400	\$ 86,400	\$ —	\$ —	\$ 86,400	\$ (1,000)	(1.1)%
11452	542100	Office Supplies	\$ 2,211	\$ 4,001	\$ 1,525	\$ 7,000	\$ 7,000	\$ —	\$ —	\$ 7,000	\$ —	— %	
11452	542200	Computer Supplies	\$ 526	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
<b>Subtotal Supplies</b>			\$ 2,738	\$ 4,001	\$ 1,525	\$ 7,000	\$ 7,000	\$ —	\$ —	\$ 7,000	\$ —	— %	
<b>Subtotal Expenses</b>			\$ 65,299	\$ 180,325	\$ 380,505	\$ 94,400	\$ 93,400	\$ —	\$ —	\$ 93,400	\$ (1,000)	(1.1)%	
<b>Total 1710 Treasurer Admin</b>			\$ 542,052	\$ 577,595	\$ 744,477	\$ 486,694	\$ 509,132	\$ —	\$ —	\$ 509,132	\$ 22,438	4.6 %	

Parking Clerk Budget Detail

Comp.	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
	11471	511100	Part-Time Salaries	\$ 3,000	\$ 3,308	\$ 5,000	\$ 5,000	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ —	— %	
	<b>Subtotal Compensation</b>			\$ 3,000	\$ 3,308	\$ 5,000	\$ 5,000	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ —	— %	
Expenses	11472	53000	Prof. and Tech Services	\$ 36,000	\$ 29,408	\$ 32,064	\$ 44,000	\$ 44,000	\$ —	\$ —	\$ 44,000	\$ —	— %	
	11472	53002	Meters & Devices	\$ 30,136	\$ 29,749	\$ 34,567	\$ 45,000	\$ 45,000	\$ —	\$ —	\$ 45,000	\$ —	— %	
	11472	53090	Contract Patch	\$ —	\$ —	\$ —	\$ 1,000	\$ 1,000	\$ —	\$ —	\$ 1,000	\$ —	— %	
	11472	53470	Printing	\$ 2,275	\$ 3,489	\$ 807	\$ 3,500	\$ 3,500	\$ —	\$ —	\$ 3,500	\$ —	— %	
		Subtotal Contract Services			\$ 68,411	\$ 62,646	\$ 67,438	\$ 93,500	\$ 93,500	\$ —	\$ —	\$ 93,500	\$ —	— %
		<b>Subtotal Expenses</b>			\$ 68,411	\$ 62,646	\$ 67,438	\$ 93,500	\$ 93,500	\$ —	\$ —	\$ 93,500	\$ —	— %
	<b>Total 1720 Parking Clerk</b>			\$ 71,411	\$ 65,954	\$ 72,438	\$ 98,500	\$ 98,500	\$ —	\$ —	\$ 98,500	\$ —	— %	

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# 2000 - Shared Services

Town of Belmont, MA

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Total 2100 Benefits and Insurance	\$ 23,663,401	\$ 24,897,317	\$ 24,582,895	\$ 25,939,333	\$ 26,926,986	\$ —	\$ —	\$ 26,926,986	\$ 987,653	3.81 %
Total 2400 Liability Insurance	\$ 435,877	\$ 362,197	\$ 763,616	\$ 826,725	\$ 857,208	\$ —	\$ —	\$ 857,208	\$ 30,483	3.69 %
Total 2450 Warrant Committee Reserve	\$ —	\$ —	\$ —	\$ 500,000	\$ 500,000	\$ —	\$ —	\$ 500,000	\$ —	— %
Total 2500 Facilities	\$ 5,739,210	\$ 6,527,027	\$ 7,308,628	\$ 7,573,801	\$ 8,068,460	\$(170,000)	\$ —	\$ 7,898,460	\$ 324,658	4.29 %
<b>Total Shared Services</b>	<b>\$29,838,488</b>	<b>\$ 31,786,541</b>	<b>\$32,655,139</b>	<b>\$34,839,859</b>	<b>\$36,352,654</b>	<b>\$(170,000)</b>	<b>\$ —</b>	<b>\$36,182,654</b>	<b>\$1,342,794</b>	<b>11.78 %</b>

### Expense Summary

Compensation	\$ 1,789,467	\$ 1,699,333	\$ 2,043,232	\$ 2,401,262	\$ 2,702,769	\$(170,000)	\$ —	\$ 2,532,769	\$ 131,507	5.48 %
Expenses	\$ 28,049,021	\$ 30,087,209	\$ 30,611,908	\$ 32,438,597	\$ 33,649,885	\$ —	\$ —	\$ 33,649,885	\$ 1,211,288	3.73 %
<b>Total Shared Services</b>	<b>\$29,838,488</b>	<b>\$31,786,542</b>	<b>\$32,655,140</b>	<b>\$34,839,859</b>	<b>\$36,352,654</b>	<b>\$(170,000)</b>	<b>\$ —</b>	<b>\$36,182,654</b>	<b>\$1,342,795</b>	<b>3.85 %</b>



# 2100 - Benefits and Insurance

## Program Overview

Included in the Employee Benefits and Insurance program are costs for the Town’s pension assessment, workers’ compensation, unemployment insurance, health and life insurance benefits and Medicare.

### **Contributory Retirement Assessment:**

The assessment of the Belmont Contributory Retirement System levied to the Town to finance a portion of retirement benefits of Town and non-teaching School employees. This assessment is issued pursuant to Massachusetts General Laws (MGL) Chapter 32 and is based on an actuarial valuation of the funding obligations of the Belmont Contributory Retirement System. In addition to this assessment, employee contributions - ranging from 8% to 11% depending on date of hire - provide the majority of pension system funding.

### **Employee/Retiree Benefits:**

The Town’s annual contribution for health and life insurance for active Municipal and School Department employees and retirees, and the Town’s 1.45% share of Medicare tax for all employees hired after 1986.

## FY2024-25 Achievements

- Staff have developed a more streamlined process for the monthly reconciliation of benefits and bill payments.
- In addition, a model for forecasting health benefits was developed using a snapshot of enrollees, a placeholder for vacancies, and a small assumption for enrollment changes.

### **Unemployment Compensation:**

The cost of unemployment payments for eligible employees separated from Municipal or School Department employment. The Town self-insures for this expense.

### **Workers’ Compensation:**

The insurance premiums to cover Municipal and School employees injured on the job.

### **Property and Liability Insurance:**

The cost of premiums for policies that: (1) protect the Town against property loss and damage; (2) insure the Town’s vehicles; and (3) cover the Town against liability claims.

### **Deductible Reserves:**

Covers uninsured property losses, settlements and deductibles contained in various insurance policies.

- Both enhancements resulted in a more precise budget request for FY2025, which has been refined for FY2026.

# 2100 - Benefits and Insurance

## FY2026 Goals

The Town regularly seeks opportunities to limit growth in the cost of benefits, and will continue to do so in the coming year.

## Staffing and Structure

Staff support is provided through the Human Resources Department, Town Administration and the Town Accountant's Office.

## Budget Recommendations

The FY2026 budget request for Insurance and Benefits is \$28,284,194, which is an overall increase of \$1,018,136 or 3.73% from the FY2025 budget. This reflects changes to the following budget elements:

Pension - The FY2026 request is \$10,128,274, which is an increase of \$254,878 or 2.58%, and reflects the most recent funding schedule approved by the Retirement Board. The current schedule fully funds the pension obligation in FY2031, and will be revisited based on data as of January 1, 2026.

Retiree Health Insurance - The FY2026 request is \$3,635,157, which is an increase of \$102,582 or 2.90%. This reflects a larger number of retirees than in FY2025, and a larger number of non-Medicare retirees whose benefits are more expensive, as well as premium increases of 4% to 6.3%.

Employee Health Insurance - The FY2026 request is \$11,406,731, which is an increase of \$564,820 or 5.21% due to increased costs.

Life Insurance - The FY2026 request for both Town and School staff and retirees is level-funded at \$19,425.

Medicare - The FY2026 request for both Town and School staff is \$1,182,323, which is an increase of \$32,926 or 2.86%, and reflects the natural growth of wages due to contractual increases.

Unemployment - The FY2026 request for both Town and School staff is \$90,000, which is level-funded.

Workers' Compensation - The FY2026 request for both Town and School staff is \$465,076, an increase of \$32,447 or 7.50% to reflect recent experience.

# 2100 - Benefits and Insurance

## Insurance and Benefits Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
Expenses	\$24,099,278	\$25,259,514	\$25,346,511	\$27,266,058	\$28,284,194	\$ —	\$ —	\$28,284,194	\$ 1,018,136	3.73 %
<b>Total 2100 Benefits and Insurance</b>	<b>\$24,099,278</b>	<b>\$25,259,514</b>	<b>\$25,346,511</b>	<b>\$27,266,058</b>	<b>\$28,284,194</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$28,284,194</b>	<b>\$ 1,018,136</b>	<b>3.73 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 2110 Pension	\$ 9,662,058	\$10,077,954	\$10,033,563	\$ 9,873,396	\$ 10,128,274	\$ —	\$ —	\$ 10,128,274	\$ 254,878	2.58 %
Total 2200 Retiree Health Insurance	\$ 3,529,448	\$ 3,492,220	\$ 3,425,579	\$ 3,532,575	\$ 3,635,157	\$ —	\$ —	\$ 3,635,157	\$ 102,582	2.90 %
Total 2201 Employee Health Insurance	\$ 9,146,575	\$ 9,886,314	\$ 9,686,165	\$ 10,841,911	\$ 11,406,731	\$ —	\$ —	\$ 11,406,731	\$ 564,820	5.21 %
Total 2200 Life Insurance	\$ 11,077	\$ 16,721	\$ 12,553	\$ 19,425	\$ 19,425	\$ —	\$ —	\$ 19,425	\$ —	— %
Total 2220 Medicare	\$ 908,544	\$ 1,065,047	\$ 1,047,360	\$ 1,149,397	\$ 1,182,323	\$ —	\$ —	\$ 1,182,323	\$ 32,926	2.86 %
Total 2310 Unemployment	\$ 62,279	\$ 76,169	\$ 44,029	\$ 90,000	\$ 90,000	\$ —	\$ —	\$ 90,000	\$ —	— %
Total 2320 Workers Comp	\$ 343,420	\$ 282,892	\$ 333,646	\$ 432,629	\$ 465,076	\$ —	\$ —	\$ 465,076	\$ 32,447	7.50 %
<b>Total 2100 Benefits and Insurance</b>	<b>\$23,663,401</b>	<b>\$24,897,317</b>	<b>\$24,582,895</b>	<b>\$25,939,333</b>	<b>\$26,926,986</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$26,926,986</b>	<b>\$ 987,653</b>	<b>3.81 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 2400 Liability Insurance	\$ 435,877	\$ 350,167	\$ 738,098	\$ 794,932	\$ 823,826	\$ —	\$ —	\$ 823,826	\$ 28,894	3.63 %
Total 2410 Deductible Reserves	\$ —	\$ 12,030	\$ 25,518	\$ 31,793	\$ 33,383	\$ —	\$ —	\$ 33,383	\$ 1,590	5.00 %
<b>Total 2400 Liability Insurance</b>	<b>\$ 435,877</b>	<b>\$ 362,197</b>	<b>\$ 763,616</b>	<b>\$ 826,725</b>	<b>\$ 857,208</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 857,208</b>	<b>\$ 30,483</b>	<b>3.69 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 2450 Warrant Committee Reserve	\$ —	\$ —	\$ —	\$ 500,000	\$ 500,000	\$ —	\$ —	\$ 500,000	\$ —	— %
<b>Total 2450 Warrant Committee Reserve</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 500,000</b>	<b>\$ —</b>	<b>— %</b>

# 2100 - Benefits and Insurance

## Pension Budget Detail

Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
19111	518000	Retirement Fund	\$9,662,058	\$10,077,954	\$10,033,563	\$9,873,396	\$10,128,274	\$ —	\$ —	\$10,128,274	\$254,878	2.6 %
<b>Total 2110 Pension</b>			\$9,662,058	\$10,077,954	\$10,033,563	\$9,873,396	\$10,128,274	\$ —	\$ —	\$10,128,274	\$254,878	2.6 %

## Health Insurance Budget Detail

Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
19141	518200	Town Retiree Health Insurance	\$ 1,757,729	\$ 1,765,215	\$ 1,619,431	\$ 1,683,501	\$ 1,740,046	\$ —	\$ —	\$ 1,740,046	\$ 56,545	3.4 %
19141	518201	School Retiree Health Insurance	\$ 1,771,720	\$ 1,727,005	\$ 1,806,149	\$ 1,849,074	\$ 1,895,111	\$ —	\$ —	\$ 1,895,111	\$ 46,037	2.5 %
<b>Total Retiree Health Insurance</b>			\$3,529,448	\$ 3,492,220	\$ 3,425,579	\$ 3,532,575	\$ 3,635,157	\$ —	\$ —	\$ 3,635,157	\$102,582	2.9 %
19141	517000	Town Employee Health Insurance	\$2,838,755	\$ 3,332,213	\$ 2,929,776	\$3,336,038	\$3,536,688	\$ —	\$ —	\$3,536,688	\$200,650	6.0 %
19141	517101	School Employee Health Insurance	\$6,307,820	\$ 6,554,102	\$ 6,756,388	\$ 7,505,873	\$ 7,870,043	\$ —	\$ —	\$ 7,870,043	\$364,170	4.9 %
<b>Total Employee Health Insurance</b>			\$9,146,575	\$ 9,886,314	\$ 9,686,165	\$10,841,911	\$11,406,731	\$ —	\$ —	\$11,406,731	\$564,820	5.2 %

\*Figures have been restated for FY2022 and FY2023 to reflect the combined benefit lines implemented in FY2024.

## Medicare Budget Detail

Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
19161	517800	Town Employee Medicare	\$ 224,480	\$ 371,756	\$ 354,859	\$ 352,074	\$ 366,157	\$ —	\$ —	\$ 366,157	\$ 14,083	4.0 %
19161	517801	School Employee Medicare	\$ 684,064	\$ 693,291	\$ 692,501	\$ 797,323	\$ 816,165	\$ —	\$ —	\$ 816,165	\$ 18,843	2.4 %
<b>Total Employee Medicare</b>			\$ 908,544	\$ 1,065,047	\$ 1,047,360	\$ 1,149,397	\$ 1,182,323	\$ —	\$ —	\$ 1,182,323	\$ 32,926	2.9 %

\*Figures have been restated for FY2022 and FY2023 to reflect the combined benefit lines implemented in FY2024.

## Unemployment Budget Detail

Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
19131	517300	Town Employee Unemployment	\$ 16,542	\$ 30,523	\$ 5,427	\$ 30,000	\$ 30,000	\$ —	\$ —	\$ 30,000	\$ —	— %
19131	517301	School Employee Unemployment	\$ 45,737	\$ 45,646	\$ 38,601	\$ 60,000	\$ 60,000	\$ —	\$ —	\$ 60,000	\$ —	— %
<b>Total Employee Unemployment</b>			\$ 62,279	\$ 76,169	\$ 44,029	\$ 90,000	\$ 90,000	\$ —	\$ —	\$ 90,000	\$ —	— %

\*Figures have been restated for FY2022 and FY2023 to reflect the combined benefit lines implemented in FY2024.

# 2100 - Benefits and Insurance

## Workers' Compensation Insurance Budget

Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
19121	517200	Town Employee Workers Comp	\$ 131,457	\$ 91,444	\$ 109,627	\$ 165,197	\$ 177,587	\$ —	\$ —	\$ 177,587	\$ 12,390	7.5 %
19121	517201	School Employee Workers Comp	\$ 211,963	\$ 191,447	\$ 224,019	\$ 267,432	\$ 287,489	\$ —	\$ —	\$ 287,489	\$ 20,057	7.5 %
<b>Total Employee Workers Comp</b>			<b>\$ 343,420</b>	<b>\$ 282,892</b>	<b>\$ 333,646</b>	<b>\$ 432,629</b>	<b>\$ 465,076</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 465,076</b>	<b>\$ 32,447</b>	<b>7.5 %</b>

\*Figures have been restated for FY2022 and FY2023 to reflect the combined benefit lines implemented in FY2024.

## Historical Use of the Warrant Committee Reserve

Department	Description	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
1200	HR Dept.			\$ 415							
1500	Town Admin.								\$ 40,000		
1700	Treasurer									\$ 14,296	
1700	Treasurer										\$ 207,500
2500	Facilities Dept.				\$ 52,368	\$ 185,105					
3200	Police Dept.						\$ 315,000				
4100	School Dept.	\$ 285,000								\$ 250,000	
5200	Public Works			\$ 322,271	\$ 347,632	\$ 90,000		\$ 137,160	\$ 204,142		
Total Use		\$ 285,000	\$ —	\$ 322,686	\$ 400,000	\$ 275,105	\$ 315,000	\$ 137,160	\$ 244,142	\$ 264,296	\$ 207,500

# 2500 - Facilities Department

## Program Overview

The Facilities Department is responsible for the maintenance, capital investments, and operation of all of the schools and most town buildings.

### Administration

The office continues to manage over 2,500 work orders a year, as well as over a dozen specific service contracts, including fire alarms, HVAC, elevators, and cleaning. Facilities manages the utility contracts for almost all of the town buildings, representing 24% of the overall Facilities budget. Staff supports space rentals at the Beech Street Center, Town Hall Auditorium, and Schools. All postage and mailing needs are carried out through this department. Facilities is tasked with making sure all building code and regulatory inspections are scheduled and any deficiencies are addressed. Quarterly, semi-annual, and annual maintenance is planned and checked for completeness, so our infrastructure meets its intended useful life expectancy. We work closely with the Massachusetts Department of Public Safety, Department of Public Health, and the Department of Labor Services, as well as the EPA and OSHA. We are directly responsible for bidding and solicitations associated with contract services, building and cleaning materials. Lastly, Facilities processes approximately 3,200 invoices annually for goods and services.

### Operations

The Facilities Department manages a number of working trades that triage the daily calls and works orders. They fix what they are capable of and contract out the more complex or specialty items. The Town continues to support

and monitor sophisticated and specialized equipment all over Belmont. Behind the scenes, our Systems Manager oversees building access controls, lighting controls, security cameras, and heating and air conditioning managements systems. We are vigilant about energy efficiency. Over the past few years, we have updated old boilers, installed energy efficient pumps and motors, managed heat pump systems, installed energy management controls, solar panels, LED lighting, and re-commissioned buildings. In 2023, we added our first electric van to our fleet which has grown to now include three electric vehicles. The dedicated maintenance staff consists of one HVAC technician, one electrician, one plumber, one carpenter, five maintenance workers and 20 custodial workers. Management staff share the responsibility of being on-call 24/7 each week to ensure public and infrastructure safety.

### Capital Projects

There are two levels of capital projects in which Facilities plays a role – large construction/renovation projects managed by citizen building committees and capital projects approved by the Comprehensive Capital Budget Committee or Community Preservation Committee.

As the High School and Middle School Building project is up and running, we still coordinate with close-out documents, punch list items, and training for new systems.

The new Library and Rink Projects are underway and require collaboration with the stakeholders of both projects, and attendance at numerous building committee meetings.

### FY2024-25 Achievements

- Developed a plan to rebuild the retaining wall next to the Town Hall Concord Street entrance that failed in spring 2023.
- Upgraded the exterior and interior cameras at the Chenery and Wellington schools along with Town buildings.
- Replaced the slate roof at the Butler Elementary School.
- Resurfaced the gym floor at the Winn Brook Elementary School.
- Started a comprehensive building assessment of the town and school buildings.
- Started the engineering and implementation of the boilers at the Chenery School.
- Installed new paddle fans in the classrooms at the Winn Brook School.
- Supported the Town's implementation of the new Skating Rink.

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### FY2026 Goals

- The Facilities Department is planning a full complement of improvements within its Town and School Buildings in FY2026 including the Chenery School complete boiler replacement project.
- The Butler School will be undergoing repointing and building envelope improvements.
- The Wellington School's turf playground is planned to be replaced in kind.
- Town Hall's retaining wall has been engineered for a complete replacement with new or refurbished handrails.
- Chenery School is planned for a roof and RTU (Roof Top Units) renovation. The engineering, prioritization, funding, and grants will be at the forefront of planning in the early months of FY2026.
- The restoration of the Homer Buildings exterior is planned for improvements with assistance of a CPC Grant.
- Bringing the new Library and Rink online, including placing new staff in these facilities, teaching and training them on reviewing all risks and safety measures that are associated with the complex. We will need to learn the intricacies of the new buildings, and setup protocols and preventative maintenance routines.
- Equipping the new buildings with the necessary equipment, PPE's, and tools.

# 2500 - Facilities Department

## Staffing and Structure

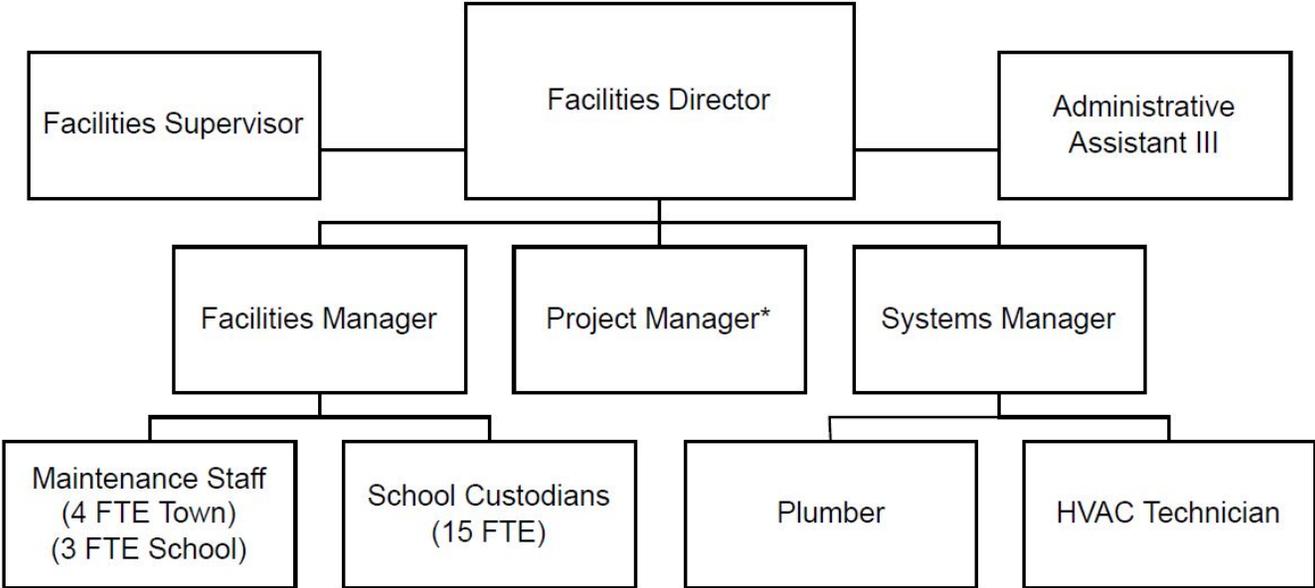
The Director of Facilities reports to the Public Facilities Board which consists of the Town Administrator and Superintendent of Schools. The Director oversees all aspects of the Facilities Department with concentrations on Capital Projects, resolution of major maintenance challenges and oversight of any related construction projects. The Director is a member of the Belmont Middle and High School (BMHS) Building Committee, and liaison for the Town Administrator to the Library and Rink Building Committees.

Due to the overwhelming increase in annual projects and planned capital projects, Facilities hired a Project Manager in FY2025 to provide day-to-day oversight of these projects along with energy analysis and reporting.

The Facilities Manager oversees all Town and School maintenance workers and custodians. He also manages all inspections and regulatory compliance.

The Systems Manager oversees all HVAC operations, BMHS controls, lighting controls, and energy conservation measures. The HVAC technician, electrician, plumber, and carpenter respond to maintenance issues as they arise.

The Facilities Supervisor is responsible for coordinating outside contractors, procurement of goods and services, and file/plan management. The Administrative Assistant manages department payroll, contracts and invoices, among other functions.



## 2500 - Facilities Department

Program: Shared Services  
Town of Belmont, MA

Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Director of Facilities	1	1	1	1	1	1	1	1
Facilities Manager	1	1	1	1	1	1	1	1
Facilities Supervisor	—	—	—	—	1	1	1	1
Facilities Project Manager*	—	—	—	—	—	—	1	1
Supervisor of Contracts Management	1	—	—	—	—	—	—	—
Facilities Coordinator	—	1	1	1	—	—	—	—
Administrative Assistant III	1	1	1	1	1	1	1	1
Systems Manager	—	—	—	—	1	1	1	1
HVAC Technician	1	1	1	1	1	1	1	1
Lead Custodian	1	1	1	1	1	1	1	1
Building Specialist/Custodian	1	1	1	1	1	1	1	1
Facilities Custodian	1	1	1	1	1	1	1	1
Plumber	—	—	—	—	1	1	1	1
School Custodians**	—	—	—	—	—	15	15	18
Schools Maintenance Workers**	—	—	—	—	—	5	5	5
School Summer Hires (.20FTE)**	—	—	—	—	—	2	2	2
Part-time Custodian (0.45 FTE)	1.8	—	—	—	—	—	—	—
Total	9.8	8	8	8	10	32	33	36

\*A Project Manager was added in FY2025 to support the growing number of Facilities projects.

\*\*School custodial and maintenance staff were transferred to the Facilities budget in FY2024.

# 2500 - Facilities Department

## Budget Recommendations

The FY2026 budget request from the Facilities Department is \$7,898,460, which is an increase of \$324,658 or 4.29% from the FY2025 budget.

Compensation is \$2,532,769, an increase of \$131,507 or 5.48% due to contractual obligations. In recognition of the support provided by custodians during lunch periods, \$170,000 is proposed to be funded from the School Lunch Revolving Fund, which is an allowable expense and had a substantial balance at the end of FY2024.

Expenses are \$5,365,691, which is an increase of \$193,152 or 3.73%. The increase is mainly due to additional services with our cleaning company and the 3-year service contract renewals that support facility operations. The department also took over the cost of a monitoring service that examines energy usage and solar production at the Belmont Middle and High School.

## Facilities Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 1,789,467	\$ 1,699,333	\$ 2,043,232	\$ 2,401,262	\$ 2,702,769	\$(170,000)	\$ —	\$ 2,532,769	\$ 131,507	5.48 %
Expenses	\$ 3,949,743	\$ 4,827,695	\$ 5,265,397	\$ 5,172,539	\$ 5,365,691	\$ —	\$ —	\$ 5,365,691	\$ 193,152	3.73 %
<b>Total 2500 Facilities</b>	<b>\$ 5,739,210</b>	<b>\$ 6,527,027</b>	<b>\$ 7,308,628</b>	<b>\$ 7,573,801</b>	<b>\$ 8,068,460</b>	<b>\$(170,000)</b>	<b>\$ —</b>	<b>\$ 7,898,460</b>	<b>\$ 324,658</b>	<b>4.29 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 2510 Facilities - Town	\$ 973,971	\$ 1,266,058	\$ 1,362,061	\$ 1,367,075	\$ 1,423,008	\$ —	\$ —	\$ 1,423,008	\$ 55,933	4.09 %
Total 2520 Facilities - School	\$ 4,210,552	\$ 4,582,443	\$ 5,174,830	\$ 5,317,505	\$ 5,693,418	\$(170,000)	\$ —	\$ 5,523,418	\$ 205,913	3.87 %
Total 2530 Facilities Admin	\$ 554,686	\$ 678,527	\$ 771,737	\$ 889,222	\$ 952,034	\$ —	\$ —	\$ 952,034	\$ 62,812	7.06 %
<b>Total 2500 Facilities</b>	<b>\$ 5,739,210</b>	<b>\$ 6,527,027</b>	<b>\$ 7,308,628</b>	<b>\$ 7,573,801</b>	<b>\$ 8,068,460</b>	<b>\$(170,000)</b>	<b>\$ —</b>	<b>\$ 7,898,460</b>	<b>\$ 324,658</b>	<b>4.29 %</b>

# 2500 - Facilities Department

## Facilities - Town Budget Detail

Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change	
11946	523400	Energy Conservation Measures	\$ 8,282	\$ 13,512	\$ 2,133	\$ 22,500	\$ 20,250	\$ —	\$ —	\$ 20,250	\$ (2,250)	(10.0)%	
11946	524300	Repair & Maint Bldg/Grounds	\$ 101,844	\$ 111,128	\$ 117,862	\$ 75,500	\$ 75,500	\$ —	\$ —	\$ 75,500	\$ —	— %	
11946	524301	Repair Contractual Services	\$ 172,412	\$ 199,531	\$ 227,761	\$ 201,500	\$ 207,545	\$ —	\$ —	\$ 207,545	\$ 6,045	3.0 %	
11946	524306	R&M HVAC Contract Services	\$ 45,000	\$ 130,983	\$ 164,196	\$ 121,950	\$ 125,609	\$ —	\$ —	\$ 125,609	\$ 3,659	3.0 %	
11946	524307	Pavement Maintenance	\$ 1,950	\$ —	\$ —	\$ 5,000	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ —	— %	
11946	524400	Repair & Maint. Vehicles	\$ 11,008	\$ 25,879	\$ 18,978	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %	
11946	527200	Building Supplies	\$ 7,225	\$ 9,575	\$ 9,884	\$ 10,500	\$ 10,500	\$ —	\$ —	\$ 10,500	\$ —	— %	
11946	527400	Equipment Rental	\$ 842	\$ 1,263	\$ 2,111	\$ 3,500	\$ 5,804	\$ —	\$ —	\$ 5,804	\$ 2,304	65.8 %	
11946	529300	Custodial Service	\$ 124,627	\$ 122,696	\$ 133,973	\$ 142,000	\$ 203,000	\$ —	\$ —	\$ 203,000	\$ 61,000	43.0 %	
11946	530000	Prof. and Tech Services	\$ 4,778	\$ 4,072	\$ 4,943	\$ 8,500	\$ 6,500	\$ —	\$ —	\$ 6,500	\$ (2,000)	(23.5)%	
11946	532000	Tuition	\$ (595)	\$ —	\$ 1,290	\$ 2,500	\$ 2,500	\$ —	\$ —	\$ 2,500	\$ —	— %	
11946	534500	Postage	\$ 35,000	\$ 42,432	\$ 47,000	\$ 47,000	\$ 47,000	\$ —	\$ —	\$ 47,000	\$ —	— %	
<b>Subtotal Contract Services</b>			<b>\$ 512,372</b>	<b>\$ 661,071</b>	<b>\$ 730,131</b>	<b>\$ 647,950</b>	<b>\$ 716,708</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 716,708</b>	<b>\$ 68,758</b>	<b>10.6 %</b>	
Expenses	11946	542100	Office Supplies	\$ 8,865	\$ 6,754	\$ 7,675	\$ 8,000	\$ 8,000	\$ —	\$ —	\$ 8,000	\$ —	— %
	11946	543000	Building Maintenance Supplies	\$ 12,018	\$ 15,446	\$ 9,292	\$ 20,000	\$ 18,500	\$ —	\$ —	\$ 18,500	\$ (1,500)	(7.5)%
	11946	545000	Custodial Supplies	\$ 16,201	\$ 21,720	\$ 17,163	\$ 32,000	\$ 32,000	\$ —	\$ —	\$ 32,000	\$ —	— %
	11946	558404	Furniture Expense	\$ 1,122	\$ 5,933	\$ 1,032	\$ 3,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ —	— %
	<b>Subtotal Supplies</b>			<b>\$ 38,207</b>	<b>\$ 49,852</b>	<b>\$ 35,162</b>	<b>\$ 63,000</b>	<b>\$ 61,500</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 61,500</b>	<b>\$ (1,500)</b>	<b>(2.4)%</b>
11946	523100	Water	\$ 34,970	\$ 2,669	\$ 12,500	\$ 17,050	\$ 17,500	\$ —	\$ —	\$ 17,500	\$ 450	2.6 %	
11946	522700	Oil Used for Heat	\$ 24,587	\$ 33,643	\$ 37,114	\$ 52,250	\$ 41,000	\$ —	\$ —	\$ 41,000	\$ (11,250)	(21.5)%	
11946	522800	Natural Gas	\$ 100,034	\$ 96,523	\$ 121,181	\$ 120,000	\$ 120,000	\$ —	\$ —	\$ 120,000	\$ —	— %	
11946	522900	Electricity	\$ 248,693	\$ 314,326	\$ 340,000	\$ 380,525	\$ 380,000	\$ —	\$ —	\$ 380,000	\$ (525)	(0.1)%	
11946	523101	Water Fire Protection Services	\$ 480	\$ 1,513	\$ 1,471	\$ 1,500	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ —	— %	
11946	523300	Diesel Fuel - generators	\$ 14,629	\$ 18,312	\$ 12,523	\$ 9,800	\$ 9,800	\$ —	\$ —	\$ 9,800	\$ —	— %	
<b>Subtotal Utilities</b>			<b>\$ 423,393</b>	<b>\$ 466,985</b>	<b>\$ 524,789</b>	<b>\$ 581,125</b>	<b>\$ 569,800</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 569,800</b>	<b>\$ (11,325)</b>	<b>(1.9)%</b>	
11943	585000	Additional Equipment	\$ —	\$ 88,150	\$ 71,979	\$ 75,000	\$ 75,000	\$ —	\$ —	\$ 75,000	\$ —	— %	
<b>Subtotal Minor Capital (Outlay)</b>			<b>\$ —</b>	<b>\$ 88,150</b>	<b>\$ 71,979</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 75,000</b>	<b>\$ —</b>	<b>— %</b>	
<b>Subtotal Expenses</b>			<b>\$ 973,971</b>	<b>\$1,266,058</b>	<b>\$1,362,061</b>	<b>\$1,367,075</b>	<b>\$1,423,008</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$1,423,008</b>	<b>\$ 55,933</b>	<b>4.1 %</b>	
<b>Total 2510 Facilities - Town</b>			<b>\$ 973,971</b>	<b>\$1,266,058</b>	<b>\$1,362,061</b>	<b>\$1,367,075</b>	<b>\$1,423,008</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$1,423,008</b>	<b>\$ 55,933</b>	<b>4.1 %</b>	

# 2500 - Facilities Department

## Facilities - School Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Compensation	11948	511000	Full-Time Salaries	\$ 1,068,311	\$ 899,579	\$1,126,761	\$1,299,041	\$1,501,141	\$(170,000)	\$ —	\$1,331,141	\$ 32,100	2.5 %
	11948	514800	Longevity	\$ —	\$ —	\$ —	\$ —	\$ 5,650	\$ —	\$ —	\$ 5,650	\$ 5,650	— %
	11948	519900	Custodial Stipends	\$ —	\$ —	\$ —	\$ —	\$ 30,944	\$ —	\$ —	\$ 30,944	\$ 30,944	— %
	11948	512000	Summer Workers	\$ 28,759	\$ 36,632	\$ 27,068	\$ 60,000	\$ 60,000	\$ —	\$ —	\$ 60,000	\$ —	— %
	11948	513000	Custodial Overtime	\$ 75,517	\$ 47,587	\$ 117,666	\$ 88,000	\$ 88,000	\$ —	\$ —	\$ 88,000	\$ —	— %
	11948	513001	Bldgs Grounds Overtime	\$ 62,194	\$ 37,008	\$ —	\$ 65,000	\$ 65,000	\$ —	\$ —	\$ 65,000	\$ —	— %
	<b>Subtotal Compensation</b>			<b>\$ 1,234,781</b>	<b>\$1,020,806</b>	<b>\$1,271,494</b>	<b>\$1,512,041</b>	<b>\$1,750,735</b>	<b>\$(170,000)</b>	<b>\$ —</b>	<b>\$1,580,735</b>	<b>\$ 68,694</b>	<b>4.5 %</b>

\*Figures have been restated for FY2022 and FY2023 to reflect the transfer of school custodians to Facilities in FY2024.

Expenses	11947	523400	Energy Conservation Measures	\$ 36,393	\$ 176,203	\$ 119,604	\$ 122,500	\$ 105,075	\$ —	\$ —	\$ 105,075	\$ (17,425)	(14.2)%
	11947	524300	Repair & Maint Bldg/Grounds	\$ 299,623	\$ 414,483	\$ 363,494	\$ 330,125	\$ 340,029	\$ —	\$ —	\$ 340,029	\$ 9,904	3.0 %
	11947	524301	Repair Contractual Services	\$ 207,742	\$ 334,867	\$ 247,467	\$ 340,522	\$ 350,738	\$ —	\$ —	\$ 350,738	\$ 10,216	3.0 %
	11947	524306	R&M HVAC Contract Services	\$ 133,471	\$ 236,800	\$ 364,562	\$ 300,707	\$ 309,728	\$ —	\$ —	\$ 309,728	\$ 9,021	3.0 %
	11947	524307	Pavement Maintenance	\$ —	\$ —	\$ 5,000	\$ 5,000	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ —	— %
	11947	524400	Repair & Maint. Vehicles	\$ 5,646	\$ 4,840	\$ 4,137	\$ 7,250	\$ 6,900	\$ —	\$ —	\$ 6,900	\$ (350)	(4.8)%
	11947	527400	Equipment Rental	\$ 17,184	\$ 20,971	\$ 10,336	\$ 19,525	\$ 15,360	\$ —	\$ —	\$ 15,360	\$ (4,165)	(21.3)%
	11947	529300	Custodial Service	\$ 612,916	\$ 665,555	\$ 975,936	\$1,090,190	\$1,162,408	\$ —	\$ —	\$1,162,408	\$ 72,218	6.6 %
	11947	530000	Prof. and Tech Services	\$ 335	\$ 5,934	\$ 22,372	\$ 22,975	\$ 46,475	\$ —	\$ —	\$ 46,475	\$ 23,500	102.3 %
	11947	532000	Tuition	\$ —	\$ —	\$ 3,395	\$ 2,500	\$ 12,400	\$ —	\$ —	\$ 12,400	\$ 9,900	396.0 %
	<b>Subtotal Contract Services</b>			<b>\$ 1,313,310</b>	<b>\$1,859,652</b>	<b>\$2,116,304</b>	<b>\$2,241,294</b>	<b>\$2,354,113</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$2,354,113</b>	<b>\$ 112,819</b>	<b>5.0 %</b>
11947	542100	Office Supplies	\$ 1,245	\$ 31	\$ 924	\$ 3,000	\$ 3,450	\$ —	\$ —	\$ 3,450	\$ 450	15.0 %	
11947	543000	Building Maintenance Supplies	\$ 23,356	\$ 95,187	\$ 49,432	\$ 80,125	\$ 80,125	\$ —	\$ —	\$ 80,125	\$ —	— %	
11947	545000	Custodial Supplies	\$ 135,072	\$ 140,076	\$ 159,746	\$ 141,750	\$ 148,838	\$ —	\$ —	\$ 148,838	\$ 7,088	5.0 %	
11947	558200	Other Supplies-Uniforms	\$ 13,275	\$ 14,695	\$ 13,160	\$ 16,950	\$ 16,950	\$ —	\$ —	\$ 16,950	\$ —	— %	
11947	558404	Furniture Expense	\$ 2,690	\$ 547	\$ 1,572	\$ 4,750	\$ 4,750	\$ —	\$ —	\$ 4,750	\$ —	— %	
<b>Subtotal Supplies</b>			<b>\$ 175,638</b>	<b>\$ 250,537</b>	<b>\$ 224,833</b>	<b>\$ 246,575</b>	<b>\$ 254,113</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 254,113</b>	<b>\$ 7,538</b>	<b>3.1 %</b>	

# 2500 - Facilities Department

## Facilities - School Budget Detail

Expenses	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	11947	523100	Water	\$ 99,106	\$ 883	\$ 50,500	\$ 40,595	\$ 53,025	\$ —	\$ —	\$ 53,025	\$ 12,430	30.6 %
	11947	522700	Oil Used for Heat	\$ 8,106	\$ 7,128	\$ 1,587	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	11947	522800	Natural Gas	\$ 415,000	\$ 293,835	\$ 300,000	\$ 301,500	\$ 285,000	\$ —	\$ —	\$ 285,000	\$ (16,500)	(5.5)%
	11947	522900	Electricity	\$ 964,612	\$1,127,274	\$1,200,000	\$963,500	\$982,933	\$ —	\$ —	\$982,933	\$ 19,433	2.0 %
	11947	523101	Water Fire Protection Services	\$ —	\$ 7,628	\$ 7,218	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %
	11947	523300	Diesel Fuel - generators	\$ —	\$ —	\$ 2,893	\$ 4,500	\$ 6,000	\$ —	\$ —	\$ 6,000	\$ 1,500	33.3 %
	<b>Subtotal Utilities</b>			\$ 1,486,824	\$1,436,748	\$1,562,199	\$1,317,595	\$1,334,458	\$ —	\$ —	\$1,334,458	\$ 16,863	1.3 %
	<b>Subtotal Expenses</b>			\$ 2,975,772	\$3,561,637	\$3,903,336	\$3,805,464	\$3,942,683	\$ —	\$ —	\$3,942,683	\$ 137,219	3.6 %
	<b>Total 2520 Facilities - School</b>			\$ 4,210,552	\$4,582,443	\$5,174,830	\$5,317,505	\$5,693,418	\$(170,000)	\$ —	\$5,523,418	\$ 205,913	3.9 %

## Facilities Admin Budget Detail

Compensation	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	11941	511000	Full-Time Salaries	\$ 545,220	\$ 664,623	\$ 713,439	\$ 828,802	\$ 889,522	\$ —	\$ —	\$ 889,522	\$ 60,720	7.3 %
	11941	511100	Part-Time Salaries	\$ —	\$ 800	\$ 37,971	\$ 41,600	\$ 42,595	\$ —	\$ —	\$ 42,595	\$ 995	2.4 %
	11941	514800	Longevity	\$ 1,350	\$ 1,525	\$ 650	\$ 700	\$ 1,525	\$ —	\$ —	\$ 1,525	\$ 825	117.9 %
	11941	515500	Other Stipends	\$ 235	\$ 650	\$ 1,300	\$ 1,300	\$ —	\$ —	\$ —	\$ —	\$ (1,300)	(100.0)%
	11941	519900	Uniform Allowance	\$ 3,280	\$ 3,519	\$ 2,460	\$ 4,100	\$ 4,400	\$ —	\$ —	\$ 4,400	\$ 300	7.3 %
	11941	513000	Overtime	\$ 4,602	\$ 7,410	\$ 15,917	\$ 12,720	\$ 13,992	\$ —	\$ —	\$ 13,992	\$ 1,272	10.0 %
	<b>Subtotal Compensation</b>			\$ 554,686	\$ 678,527	\$ 771,737	\$ 889,222	\$ 952,034	\$ —	\$ —	\$ 952,034	\$ 62,812	7.1 %
	<b>Total 2530 Facilities Admin</b>			\$ 554,686	\$ 678,527	\$ 771,737	\$ 889,222	\$ 952,034	\$ —	\$ —	\$ 952,034	\$ 62,812	7.1 %

**Public Safety**

<b>Department Summary</b>	<b>FY2022 Actual</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Approp.</b>	<b>FY2026 Request</b>	<b>TA Adj.</b>	<b>Budget Realign</b>	<b>FY2026 TA Rec.</b>	<b>Dollar Change</b>	<b>Percent Change</b>
Total 3100 Fire	\$ 5,956,361	\$ 6,102,497	\$ 6,388,522	\$ 6,634,845	\$ 6,678,046	\$ —	\$ —	\$ 6,678,046	\$ 43,201	0.65 %
Total 3200 Police	\$ 6,965,255	\$ 8,117,229	\$ 7,605,173	\$ 7,848,149	\$ 8,018,811	\$ —	\$ (560)	\$ 8,018,251	\$ 170,102	2.17 %
<b>Total Public Safety</b>	<b>\$12,921,616</b>	<b>\$14,219,726</b>	<b>\$13,993,695</b>	<b>\$14,482,994</b>	<b>\$14,696,857</b>	<b>\$ —</b>	<b>\$ (560)</b>	<b>\$14,696,297</b>	<b>\$ 213,303</b>	<b>1.47 %</b>

**Expense Summary**

Compensation	\$ 11,719,585	\$ 12,792,698	\$ 12,719,898	\$ 12,791,385	\$ 12,983,146	\$ —	\$ —	\$ 12,983,146	\$ 191,761	1.50 %
Expenses	\$ 1,202,030	\$ 1,427,028	\$ 1,273,797	\$ 1,691,609	\$ 1,713,711	\$ —	\$ (560)	\$ 1,713,151	\$ 21,542	1.27 %
<b>Total Public Safety</b>	<b>\$12,921,615</b>	<b>\$14,219,726</b>	<b>\$13,993,695</b>	<b>\$14,482,994</b>	<b>\$14,696,857</b>	<b>\$ —</b>	<b>\$ (560)</b>	<b>\$14,696,297</b>	<b>\$ 213,303</b>	<b>1.47 %</b>



# **3100 - Fire Department**

## **Program Overview**

The Belmont Fire Department (BFD) protects the lives and property of residents and visitors of Belmont from fires, accidents, hazardous materials incidents, and medical emergencies, as well as natural and human caused disasters. Operating from two strategically located fire stations the BFD provides exceptional medical care, fire suppression and other services within the time constraints crucial to saving lives and property.

The BFD accomplishes its mission and maintains an organizational span of control within five divisions. The Administrative, Operations, Emergency Medical Services (EMS), Fire Prevention, and Training/Support Services each have a major area of responsibility for maintaining the functions of a modern “all hazards” fire department. During emergency response each cross-over as needed to achieve the objectives necessary for life safety, incident stabilization and conservation of property.

In addition to our emergency response capabilities, Belmont firefighters train daily to hone their skills and master emerging techniques in fire suppression, EMS, technical rescue and the myriad of other skills and services expected of a modern fire department. Many of our personnel serve in additional roles in the community, educating our youth and seniors through training programs such as CPR, Stop the Bleed, and Narcan administration, as well as installing child car safety seats.

As part of inspection services, the BFD offers home safety surveys to any resident. These free surveys simply provide education and recommendations that residents may implement to make their home environment as safe as possible from fire and other household hazards.

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## **FY2024-25 Achievements**

- Successfully implemented our online permit applications and payment portal. In addition, our timeline for strategic plan launch is in early 2025.
- Received the Coverdell EMS Leadership Award for quality of stroke care and overall leadership and collaboration.
- Received an \$8,000 grant from the Department of Fire Services to provide fire and life safety education to children and senior members of the community.
- Introduced the Certified Public Expenditure Program. Working with the Finance team, the BFD enhanced Medicaid reimbursements by \$94,000 in FY2024.
- Through Opioid Settlement funding, BFD instructors have presented numerous lifesaving skills classes to Belmont residents and employees. These programs include CPR certification, Stop the Bleed and Narcan administration instruction.

### FY2026 Goals

- Implement an EMT to Paramedic training initiative. Training more paramedics from new hires and existing personnel will allow our Advanced Life Support (ALS) program to remain sustainable into the future.
  - Begin to fulfill the goals outlined in the 2025 strategic plan. When published, the plan will contain major goals that may be achieved through objectives that are specific, measurable, attainable, relevant and timely. Within the objectives, strategies guide us to completion.
  - Work to achieve resident support for a community EMS model. This program will assist numerous residents in managing their care and safety while residing at home therefore lessening trips to the Emergency Department for maintenance of care plans and allowing people to thrive in the home environment.
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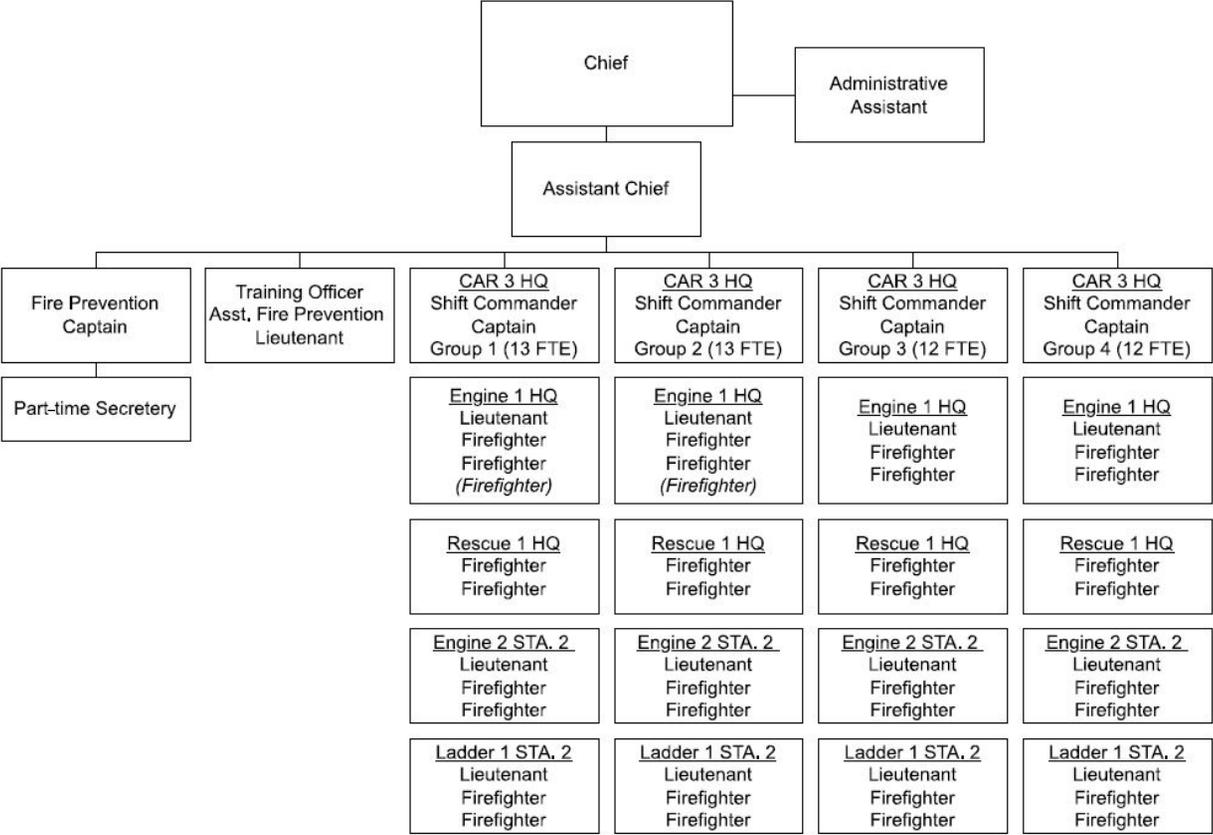
# 3100 - Fire Department

## Staffing and Structure

The BFD has two open positions as of January 2025. Three new hires are scheduled for the Fire Academy. We have had no difficulty finding qualified EMTs; however, the recruitment pool for Paramedics in the Commonwealth and beyond is minimal. One of our goals for 2026 is to implement an EMT to Paramedic initiative.

The Fire Department continues to add members with diverse backgrounds as well as several new hires who are active in the National Guard or Reserves.

The BFD will remain focused on efforts to attract new candidates to a career in the fire service. We will continue to offer a pairing of potential firefighter candidates with current Belmont firefighters to provide insight into the career experience offered by the BFD. In addition, our participation in the Human Rights Commission as well as the Diversity, Equity and Inclusion Implementation Committee has positioned the Fire Department as an important stakeholder in attracting diverse candidates for careers in the fire service.



# 3100 - Fire Department

Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
<u>Fire Administration</u>								
Chief	1	1	1	1	1	1	1	1
Assistant Chief	1	1	1	1	1	1	1	1
Captain	1	1	1	1	1	1	1	1
Lieutenant	1	1	1	1	1	1	1	1
Administrative Assistant III	1	1	1	1	1	1	1	1
Administrative Assistant I	0.49	0.49	0.49	0.49	0.49	0.49	0.49	0.49
Subtotal	5.49	5.49	5.49	5.49	5.49	5.49	5.49	5.49
<u>Fire Suppression</u>								
Captain	4	4	4	4	4	4	4	4
Lieutenant	12	12	12	12	12	12	12	12
FireFighter*	35	35	35	34	34	34	34	34
Subtotal	51	51	51	50	50	50	50	50
Total	56.49	56.49	56.49	55.49	55.49	55.49	55.49	55.49

\*Reflects the reduction of one firefighter after the failed override vote in April 2021.

# 3100 - Fire Department

## Budget Recommendations

The FY2026 budget request for the Fire Department is \$6,678,046, which is an increase of \$43,201 or 0.65% from the FY2025 budget.

Compensation is \$5,915,502, a decrease of \$(2,249) or (0.04)% , which reflects the retirement of a long-time staff member and their replacement at a lower step. The collective bargaining contract with the firefighters’ union expires on June 30, 2025; no increases are built into the Fire Department’s budget at this point.

Expenses are \$762,544, an increase of \$45,450 or 6.34% due to an increase in ambulance use which has resulted in a corresponding increase in the cost of ambulance billing services and the need for ambulance supplies. In addition, the department is beginning to strategize about how to incorporate the new state requirement for firefighter equipment and built in a modest increase in turnout gear replacement as an initial step.

### Fire Department Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 5,461,477	\$5,504,686	\$5,830,752	\$ 5,917,751	\$ 5,915,502	\$ —	\$ —	\$ 5,915,502	\$ (2,249)	(0.04)%
Expenses	\$ 494,883	\$ 597,811	\$ 557,770	\$ 717,094	\$ 762,544	\$ —	\$ —	\$ 762,544	\$ 45,450	6.34 %
<b>Total 3100 Fire</b>	<b>\$ 5,956,361</b>	<b>\$ 6,102,497</b>	<b>\$ 6,388,522</b>	<b>\$ 6,634,845</b>	<b>\$ 6,678,046</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 6,678,046</b>	<b>\$ 43,201</b>	<b>0.65 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 3110 Fire Admin	\$ 686,921	\$ 768,546	\$ 830,239	\$ 793,319	\$ 821,223	\$ —	\$ —	\$ 821,223	\$ 27,904	3.52 %
Total 3120 Fire Suppression	\$ 5,072,483	\$ 5,110,717	\$5,345,765	\$ 5,574,882	\$ 5,572,179	\$ —	\$ —	\$ 5,572,179	\$ (2,703)	(0.05)%
Total 3130 EMS	\$ 175,028	\$ 200,367	\$ 195,922	\$ 242,500	\$ 260,500	\$ —	\$ —	\$ 260,500	\$ 18,000	7.42 %
Total 3140 BEMA	\$ 21,929	\$ 22,866	\$ 16,597	\$ 24,144	\$ 24,144	\$ —	\$ —	\$ 24,144	\$ —	— %
<b>Total 3100 Fire</b>	<b>\$ 5,956,361</b>	<b>\$ 6,102,497</b>	<b>\$ 6,388,522</b>	<b>\$ 6,634,845</b>	<b>\$ 6,678,046</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 6,678,046</b>	<b>\$ 43,201</b>	<b>0.65 %</b>

# 3100 - Fire Department

## Fire Admin Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Compensation	12211	511000	Full-Time Salaries	\$ 521,443	\$ 570,620	\$ 639,437	\$ 545,892	\$ 577,320	\$ —	\$ —	\$ 577,320	\$ 31,428	5.8 %
	12211	511100	Part-Time Salaries	\$ 17,874	\$ 14,617	\$ 14,925	\$ 23,130	\$ 20,639	\$ —	\$ —	\$ 20,639	\$ (2,491)	(10.8)%
	12211	514100	Other Stipends	\$ 21,963	\$ 24,190	\$ 27,233	\$ 30,725	\$ 24,540	\$ —	\$ —	\$ 24,540	\$ (6,185)	(20.1)%
	12211	514102	ALS/EMT Stipends	\$ 8,561	\$ 14,774	\$ 15,241	\$ 17,469	\$ 19,867	\$ —	\$ —	\$ 19,867	\$ 2,398	13.7 %
	12211	514700	Night Differential	\$ 1,990	\$ 2,535	\$ 2,456	\$ 2,197	\$ 2,237	\$ —	\$ —	\$ 2,237	\$ 40	1.8 %
	12211	514800	Longevity	\$ 1,996	\$ 1,132	\$ 1,150	\$ 1,300	\$ 1,000	\$ —	\$ —	\$ 1,000	\$ (300)	(23.1)%
	12211	514900	Holiday Differential	\$ 9,973	\$ 11,987	\$ 15,298	\$ 11,556	\$ 11,020	\$ —	\$ —	\$ 11,020	\$ (536)	(4.6)%
	12211	513000	Overtime	\$ 348	\$ 658	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
<b>Subtotal Compensation</b>			<b>\$ 584,148</b>	<b>\$ 640,514</b>	<b>\$ 715,740</b>	<b>\$ 632,269</b>	<b>\$ 656,623</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 656,623</b>	<b>\$ 24,354</b>	<b>3.9 %</b>	
Expenses	12212	524300	Repair & Maint Bldg/Grounds	\$ 9,726	\$ 11,877	\$ 15,622	\$ 18,000	\$ 19,000	\$ —	\$ —	\$ 19,000	\$ 1,000	5.6 %
	12212	524600	Computer Equip. Repair/Maint.	\$ 5,441	\$ 9,348	\$ 603	\$ 11,000	\$ 11,000	\$ —	\$ —	\$ 11,000	\$ —	— %
	12212	527200	Building Supplies	\$ 468	\$ 640	\$ 2,039	\$ 3,000	\$ 3,500	\$ —	\$ —	\$ 3,500	\$ 500	16.7 %
	12212	530000	Prof. and Tech Services	\$ 3,495	\$ 3,791	\$ 3,688	\$ 5,000	\$ 6,000	\$ —	\$ —	\$ 6,000	\$ 1,000	20.0 %
	12212	530300	Software Licenses	\$ 38,709	\$ 53,883	\$ 47,314	\$ 56,000	\$ 56,000	\$ —	\$ —	\$ 56,000	\$ —	— %
	12212	534200	Communication Services	\$ 14,021	\$ 14,438	\$ 15,111	\$ 20,000	\$ 20,000	\$ —	\$ —	\$ 20,000	\$ —	— %
	12212	534700	Printing	\$ 949	\$ 1,014	\$ 1,162	\$ 1,500	\$ 1,800	\$ —	\$ —	\$ 1,800	\$ 300	20.0 %
	12212	571000	In-State Travel	\$ 5,821	\$ 4,958	\$ 6,623	\$ 10,000	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ —	— %
	12212	573000	Dues and Membership	\$ 2,404	\$ 2,089	\$ 980	\$ 3,500	\$ 3,500	\$ —	\$ —	\$ 3,500	\$ —	— %
	<b>Subtotal Contract Services</b>			<b>\$ 81,034</b>	<b>\$ 102,038</b>	<b>\$ 93,142</b>	<b>\$ 128,000</b>	<b>\$ 130,800</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 130,800</b>	<b>\$ 2,800</b>	<b>2.2 %</b>
	12212	523100	Water	\$ 779	\$ —	\$ —	\$ 800	\$ 800	\$ —	\$ —	\$ 800	\$ —	— %
12212	542100	Office Supplies	\$ 5,563	\$ 7,228	\$ 5,175	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %	
12212	542400	Hardware Supplies	\$ 1,811	\$ 2,084	\$ 1,930	\$ 2,750	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ 250	9.1 %	
12212	545000	Custodial Supplies	\$ 12,000	\$ 11,638	\$ 11,677	\$ 12,500	\$ 13,000	\$ —	\$ —	\$ 13,000	\$ 500	4.0 %	
12212	552900	Books and Periodicals	\$ 1,586	\$ 1,537	\$ 1,392	\$ 2,000	\$ 2,000	\$ —	\$ —	\$ 2,000	\$ —	— %	
12212	558200	Other Supplies-Uniforms	\$ —	\$ 3,506	\$ 1,184	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %	
<b>Subtotal Supplies</b>			<b>\$ 21,738</b>	<b>\$ 25,994</b>	<b>\$ 21,357</b>	<b>\$ 33,050</b>	<b>\$ 33,800</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 33,800</b>	<b>\$ 750</b>	<b>2.3 %</b>	
<b>Subtotal Expenses</b>			<b>\$ 102,773</b>	<b>\$ 128,032</b>	<b>\$ 114,499</b>	<b>\$ 161,050</b>	<b>\$ 164,600</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 164,600</b>	<b>\$ 3,550</b>	<b>2.2 %</b>	
<b>Total 3110 Fire Admin</b>			<b>\$ 686,921</b>	<b>\$ 768,546</b>	<b>\$ 830,239</b>	<b>\$ 793,319</b>	<b>\$ 821,223</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 821,223</b>	<b>\$ 27,904</b>	<b>3.5 %</b>	

# 3100 - Fire Department

## Fire Suppression Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	12221	511000	Full-Time Salaries	\$ 3,129,919	\$ 3,335,160	\$3,366,642	\$3,680,254	\$3,660,007	\$ —	\$ —	\$3,660,007	\$ (20,247)	(0.6)%
	12221	514100	Other Stipends	\$ 157,187	\$ 158,072	\$ 154,297	\$ 170,320	\$ 167,621	\$ —	\$ —	\$ 167,621	\$ (2,699)	(1.6)%
	12221	514102	ALS/EMT Stipends	\$ 220,551	\$ 333,218	\$ 369,519	\$ 416,864	\$ 412,754	\$ —	\$ —	\$ 412,754	\$ (4,110)	(1.0)%
	12221	514700	Night Differential	\$ 36,226	\$ 38,710	\$ 39,451	\$ 41,627	\$ 42,700	\$ —	\$ —	\$ 42,700	\$ 1,073	2.6 %
	12221	514800	Longevity	\$ 16,346	\$ 15,466	\$ 15,496	\$ 22,350	\$ 19,800	\$ —	\$ —	\$ 19,800	\$ (2,550)	(11.4)%
	12221	514900	Holiday Differential	\$ 176,248	\$ 189,920	\$ 190,830	\$ 208,416	\$ 210,345	\$ —	\$ —	\$ 210,345	\$ 1,929	0.9 %
	12221	513000	Overtime	\$1,094,406	\$ 753,020	\$ 945,364	\$ 697,952	\$ 697,952	\$ —	\$ —	\$ 697,952	\$ —	— %
<b>Subtotal Compensation</b>			\$4,830,882	\$4,823,564	\$5,081,598	\$5,237,782	\$5,211,179	\$ —	\$ —	\$5,211,179	\$ (26,603)	(0.5)%	
Expenses	12222	524400	Repair & Maint. Vehicles	\$ 76,735	\$ 114,455	\$ 75,886	\$ 80,000	\$ 90,000	\$ —	\$ —	\$ 90,000	\$ 10,000	12.5 %
	12222	524501	Repair & Maint. Radio Equip.	\$ 2,007	\$ 307	\$ 11,729	\$ 18,000	\$ 18,000	\$ —	\$ —	\$ 18,000	\$ —	— %
	12222	530000	Prof. and Tech Services	\$ 9,355	\$ 13,249	\$ 19,398	\$ 21,000	\$ 23,000	\$ —	\$ —	\$ 23,000	\$ 2,000	9.5 %
	12222	530001	Medical Bills	\$ 15,914	\$ 7,812	\$ 18,813	\$ 35,000	\$ 35,000	\$ —	\$ —	\$ 35,000	\$ —	— %
	12222	530009	Occupational Health Service	\$ 7,500	\$ 5,000	\$ 6,250	\$ 8,000	\$ 7,000	\$ —	\$ —	\$ 7,000	\$ (1,000)	(12.5)%
	12222	531700	Employee Training	\$ 19,558	\$ 17,937	\$ 8,847	\$ 26,000	\$ 26,000	\$ —	\$ —	\$ 26,000	\$ —	— %
	12222	573000	Dues and Membership	\$ 2,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 133,569	\$ 163,760	\$ 145,924	\$ 193,000	\$ 204,000	\$ —	\$ —	\$ 204,000	\$ 11,000	5.7 %
	12222	542400	Hardware Supplies	\$ 946	\$ 839	\$ 857	\$ 1,000	\$ 1,000	\$ —	\$ —	\$ 1,000	\$ —	— %
	12222	558600	Fire Fighter Supplies	\$ 25,112	\$ 24,481	\$ 22,778	\$ 27,500	\$ 29,000	\$ —	\$ —	\$ 29,000	\$ 1,500	5.5 %
	<b>Subtotal Supplies</b>			\$ 26,058	\$ 25,320	\$ 23,636	\$ 28,500	\$ 30,000	\$ —	\$ —	\$ 30,000	\$ 1,500	5.3 %
	12222	548900	Gasoline	\$ 20,257	\$ 25,675	\$ 21,350	\$ 28,000	\$ 28,000	\$ —	\$ —	\$ 28,000	\$ —	— %
	<b>Subtotal Utilities</b>			\$ 20,257	\$ 25,675	\$ 21,350	\$ 28,000	\$ 28,000	\$ —	\$ —	\$ 28,000	\$ —	— %
	12223	587003	Turnout Gear Replacement	\$ 19,548	\$ 28,661	\$ 32,620	\$ 36,000	\$ 45,000	\$ —	\$ —	\$ 45,000	\$ 9,000	25.0 %
12223	587100	Capital Outlay Repl Office Eq	\$ 6,885	\$ 5,195	\$ 9,298	\$ 9,600	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ 400	4.2 %	
12223	587200	Capital Outlay Other	\$ 35,284	\$ 38,543	\$ 31,339	\$ 42,000	\$ 44,000	\$ —	\$ —	\$ 44,000	\$ 2,000	4.8 %	
<b>Subtotal Minor Capital (Outlay)</b>			\$ 61,716	\$ 72,398	\$ 73,257	\$ 87,600	\$ 99,000	\$ —	\$ —	\$ 99,000	\$ 11,400	13.0 %	
<b>Subtotal Expenses</b>			\$ 241,601	\$ 287,153	\$ 264,166	\$ 337,100	\$ 361,000	\$ —	\$ —	\$ 361,000	\$ 23,900	7.1 %	
<b>Total 3120 Fire Suppression</b>			\$5,072,483	\$5,110,717	\$5,345,765	\$5,574,882	\$5,572,179	\$ —	\$ —	\$5,572,179	\$ (2,703)	— %	

# 3100 - Fire Department

## EMS Budget Detail

Comp.	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
	12301	513005	Overtime-EMS Training	\$ 30,780	\$ 24,864	\$ 21,479	\$ 31,500	\$ 31,500	\$ —	\$ —	\$ 31,500	\$ —	— %	
	<b>Subtotal Compensation</b>			\$ 30,780	\$ 24,864	\$ 21,479	\$ 31,500	\$ 31,500	\$ —	\$ —	\$ 31,500	\$ —	— %	
Expenses	12302	524010	Defibrillator	\$ 5,256	\$ 4,470	\$ 5,203	\$ 6,000	\$ 7,000	\$ —	\$ —	\$ 7,000	\$ 1,000	16.7 %	
	12302	524400	Repair & Maint. Vehicles	\$ 14,306	\$ 14,489	\$ 13,703	\$ 20,000	\$ 20,000	\$ —	\$ —	\$ 20,000	\$ —	— %	
	12302	530000	Prof. and Tech Services	\$ 7,000	\$ 4,694	\$ 169	\$ 15,000	\$ 15,000	\$ —	\$ —	\$ 15,000	\$ —	— %	
	12302	530010	ALS Contracted Training	\$ —	\$ 10,000	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %	
	12302	530011	ALS Quality Assurance	\$ —	\$ 1,727	\$ 6,959	\$ 10,000	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ —	— %	
	12302	530012	ALS Medical Control	\$ 10,000	\$ —	\$ 10,000	\$ 10,000	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ —	— %	
	12302	530013	Ambulance Billing Services	\$ 42,764	\$ 51,511	\$ 56,427	\$ 55,000	\$ 65,000	\$ —	\$ —	\$ 65,000	\$ 10,000	18.2 %	
	12302	573100	Licenses & Certifications	\$ 3,200	\$ 3,314	\$ 4,155	\$ 4,500	\$ 4,500	\$ —	\$ —	\$ 4,500	\$ —	— %	
		<b>Subtotal Contract Services</b>			\$ 82,526	\$ 90,205	\$ 96,616	\$ 120,500	\$ 131,500	\$ —	\$ —	\$ 131,500	\$ 11,000	9.1 %
		12302	550000	Medical Supplies	\$ 8,453	\$ 382	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
		12302	550002	ALS Consumable Supplies	\$ 39,581	\$ 42,056	\$ 47,997	\$ 53,000	\$ 55,000	\$ —	\$ —	\$ 55,000	\$ 2,000	3.8 %
		<b>Subtotal Supplies</b>			\$ 48,034	\$ 42,438	\$ 47,997	\$ 53,000	\$ 55,000	\$ —	\$ —	\$ 55,000	\$ 2,000	3.8 %
		12302	548900	Gasoline	\$ 4,494	\$ 10,838	\$ 9,849	\$ 12,500	\$ 12,500	\$ —	\$ —	\$ 12,500	\$ —	— %
		<b>Subtotal Utilities</b>			\$ 4,494	\$ 10,838	\$ 9,849	\$ 12,500	\$ 12,500	\$ —	\$ —	\$ 12,500	\$ —	— %
		12303	587000	Replace Equipment	\$ 9,195	\$ 32,022	\$ 19,981	\$ 25,000	\$ 30,000	\$ —	\$ —	\$ 30,000	\$ 5,000	20.0 %
	<b>Subtotal Minor Capital (Outlay)</b>			\$ 9,195	\$ 32,022	\$ 19,981	\$ 25,000	\$ 30,000	\$ —	\$ —	\$ 30,000	\$ 5,000	20.0 %	
	<b>Subtotal Expenses</b>			\$ 144,248	\$ 175,504	\$ 174,442	\$ 211,000	\$ 229,000	\$ —	\$ —	\$ 229,000	\$ 18,000	8.5 %	
	<b>Total 3130 EMS</b>			\$ 175,028	\$ 200,367	\$ 195,922	\$ 242,500	\$ 260,500	\$ —	\$ —	\$ 260,500	\$ 18,000	7.4 %	

# 3100 - Fire Department

## BEMA Budget Detail

Comp.	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
Comp.	12911	511100	Part-Time Salaries	\$ 15,667	\$ 15,744	\$ 11,935	\$ 16,200	\$ 16,200	\$ —	\$ —	\$ 16,200	\$ —	— %
	<b>Subtotal Compensation</b>			\$ 15,667	\$ 15,744	\$ 11,935	\$ 16,200	\$ 16,200	\$ —	\$ —	\$ 16,200	\$ —	— %
Expenses	12912	524500	Repair & Maint. Office Equip.	\$ 2,826	\$ 2,663	\$ 2,097	\$ 3,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ —	— %
	12912	530000	Prof. and Tech Services	\$ 1,705	\$ 2,200	\$ 1,015	\$ 2,200	\$ 2,900	\$ —	\$ —	\$ 2,900	\$ 700	31.8 %
	12912	534100	Telephone	\$ 1,186	\$ 1,939	\$ 1,091	\$ 1,944	\$ 1,444	\$ —	\$ —	\$ 1,444	\$ (500)	(25.7)%
	12912	573000	Dues and Membership	\$ 195	\$ 42	\$ 300	\$ 500	\$ 300	\$ —	\$ —	\$ 300	\$ (200)	(40.0)%
	<b>Subtotal Contract Services</b>			\$ 5,912	\$ 6,845	\$ 4,504	\$ 7,644	\$ 7,644	\$ —	\$ —	\$ 7,644	\$ —	— %
	12912	542100	Office Supplies	\$ 350	\$ 277	\$ 158	\$ 300	\$ 300	\$ —	\$ —	\$ 300	\$ —	— %
<b>Subtotal Supplies</b>			\$ 350	\$ 277	\$ 158	\$ 300	\$ 300	\$ —	\$ —	\$ 300	\$ —	— %	
<b>Subtotal Expenses</b>			\$ 6,262	\$ 7,122	\$ 4,662	\$ 7,944	\$ 7,944	\$ —	\$ —	\$ 7,944	\$ —	— %	
<b>Total 3140 BEMA</b>			\$ 21,929	\$ 22,866	\$ 16,597	\$ 24,144	\$ 24,144	\$ —	\$ —	\$ 24,144	\$ —	— %	

# 3200 - Police Department

## Program Overview

The Belmont Police Department exists to serve the public, enforce the laws, maintain order, and protect the constitutional rights of all people. The members of the Belmont Police Department are committed to working in partnership with all citizens of our community in the delivery of police services, raising the quality of life for all. We promote transparency, dignity, respect and a safe atmosphere by recognizing our responsibility to maintain order, fairly enforce laws and protect individual rights.

The Department strongly believes in collaborating with the community and outside agencies to meet our goal of understanding and serving the needs of the Belmont community by promoting positive values through equitable and impartial policing consistent with and reflective of the shared values of the community.

## FY2024-25 Achievements

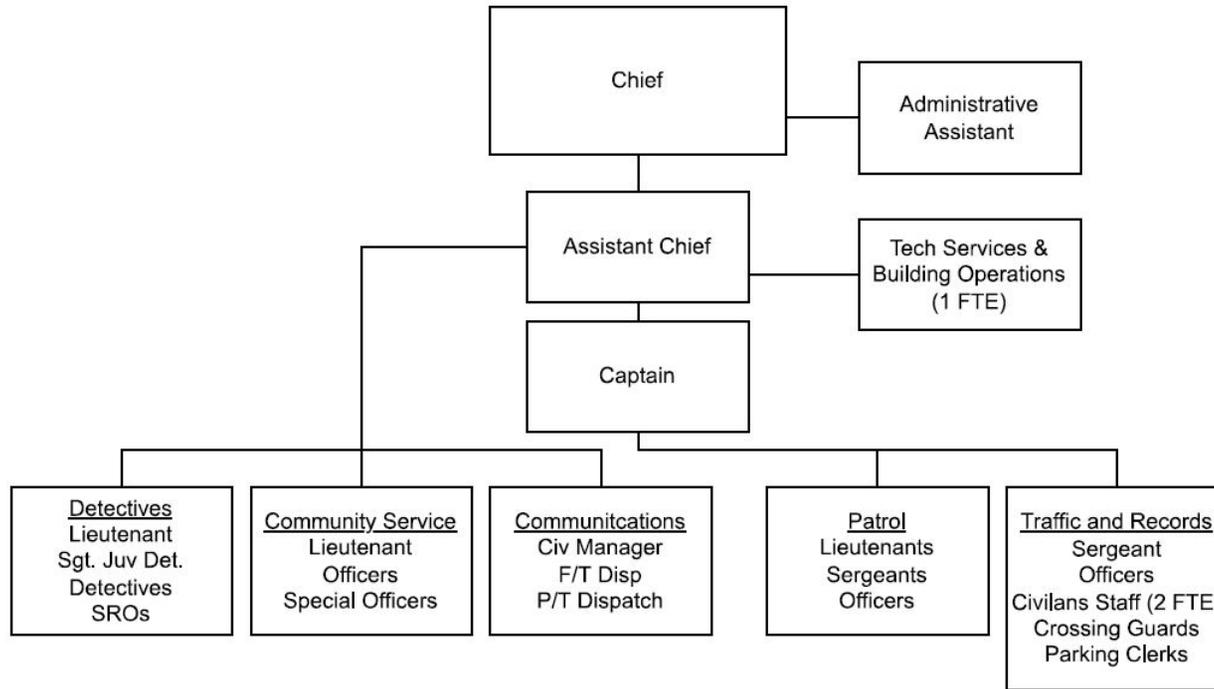
- In 2023, Town Meeting voted to remove the Police Department from Civil Service. In May 2024, we posted our first Police Officer job notice under the new system. Since then, we have evaluated 33 candidates, and six Student Officers have started police academy training. This group represents a diverse range of individuals including current and former Belmont residents. Our last Civil Service hiring yielded only one candidate, underscoring the benefits of our exit from Civil Service.
- *Community Engagement: Service Dog Addition* - In February 2024, we introduced our service dog, Bingo, an Australian Labradoodle, who was generously donated by a Belmont resident. Bingo's presence has already had a positive impact on both the community and the department, offering comfort and support in various settings.
- *Co-Responder Program* - Our Co-Responder program, funded through a grant, continues to excel. In August 2024 alone, our Co-Responder conducted 20 evaluations and 23 non-traditional assessments. Of the full evaluations, 11 resulted in the individual being diverted from a potential arrest, demonstrating the program's success in reducing the criminalization of mental health issues.
- *Professional Recognition* - Our officers continue to earn recognition from outside agencies for their dedication and professionalism. On June 6, 2024, Officer Kristin Pugliese received the Massachusetts Department of Public Health's Exemplary Performance Award for her exceptional work in supporting individuals facing mental health, trauma, and behavioral challenges.
- Patrol Officer Alex Cheung received a Special Recognition Certificate from the Massachusetts Latino Police Officers Association for his contributions to the communities we serve. Officer Cheung, who is of Latino and Chinese descent, speaks both Spanish and Cantonese and serves as a negotiator and interpreter for the NEMLEC SWAT team.
- Dispatcher William Wood was awarded the Life Saving Commendation by State 911 for his actions on March 13, 2024, which saved the life of a 25-year-old male. These recognitions reflect the hard work and dedication of our department, especially in our efforts to support individuals in crisis.

### FY2026 Goals

- *Achieve Accreditation* - We are committed to developing and implementing robust policies and procedures to meet accreditation standards. With the anticipated return to full staffing, we will refocus on our accreditation efforts to ensure compliance with industry standards.
- *Strengthen Information Technology Management* - In collaboration with the IT Department, a Desktop Support Technician will be dedicated to the Public Safety agencies. In FY2026, we aim to enhance our IT infrastructure, security, and operational efficiency to better serve the community and streamline internal processes.
- *Community-Centered Traffic and Parking Solutions* - In FY2026, we will prioritize addressing community concerns related to traffic and parking including bicycle and pedestrian safety. Through active engagement, we will collaborate with residents to implement solutions that improve traffic flow and parking, enhancing the quality of life in Belmont.
- *Efficiency* - We remain committed to maintaining high standards across all programs. In FY2026, we will implement strategies to optimize resources and ensure the efficient delivery of services to our community. We are an organization that operates under the belief that successful organizations have low alibi thresholds - we strive to complete the task presented to us and we do not make excuses.

## Staffing and Structure

There are 3 FTEs in Administration, 33 assigned to Patrol, 8 assigned to detectives, 2 assigned to traffic, 2 FTEs in Records, 3 assigned to Community Service and 9 FTEs working for Public Safety.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
<u>Police Administration</u>								
Chief	1	1	1	1	1	1	1	1
Assistant Chief	1	1	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1	1	1
Subtotal	3	3	3	3	3	3	3	3
<u>Police Records</u>								
Records Secretary	2	2	2	2	2	2	2	2
Subtotal	2	2	2	2	2	2	2	2
<u>Police Patrol</u>								
Captain	1	1	1	1	1	1	1	1
Lieutenant	3	3	3	3	3	3	3	3
Sergeant	7	7	7	7	7	7	7	7

# 3200 - Police Department

Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Police Officer	24	24	24	24	24	24	23	23
Subtotal	35	35	35	35	35	35	34	34
<u>Police Traffic</u>								
Sergeant	1	1	1	1	1	1	1	1
Police Officer	1	1	1	1	1	1	1	1
Subtotal	2	2	2	2	2	2	2	2
<u>Crossing Guards</u>								
Crossing Guard (0.375 FTE)	6.00	6.38	6.38	6.38	6.38	6.38	6.38	6.38
Reserve Crossing Guard (0.375 FTE)	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
Subtotal	7.50	7.88	7.88	7.88	7.88	7.88	7.88	7.88
<u>Parking Control Officers</u>								
Parking Control Officer (0.375 FTE)	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
Subtotal	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
<u>Police Detectives</u>								
Lieutenant	1	1	1	1	1	1	1	1
Detective Sergeant	2	2	2	2	2	2	2	2
School Resource Officer*	—	—	—	—	—	2	2	2
Detective**	3	3	3	2	2	2	2	2
Subtotal	6	6	6	5	5	7	7	7
<u>Police Community Services</u>								
Lieutenant	1	1	1	1	1	1	1	1
Police Officer*	3	3	3	3	3	1	2	2
Tech Assistant***	1	1	1	1	1	1	0	0
Subtotal	5	5	5	5	5	3	3	3
<u>Police Public Safety</u>								
Operations Manager	1	1	1	1	1	1	1	1
Supervisor	1	1	1	1	1	1	1	1
Dispatcher	8	8	7	7	7	7	7	7
Subtotal	10	10	9	9	9	9	9	9
Total	72.00	72.38	71.38	70.38	70.38	70.38	69.38	69.38

\*Two School Resource Officers were moved from Police Community Services to Detectives in FY2024

\*\*Reflects the reduction of one Detective after the failed override vote in April 2021.

\*\*\*In FY2025, the Tech Assistant role was consolidated with the IT Department. It is dedicated to supporting the public safety departments.

# 3200 - Police Department

## Budget Recommendations

The FY2026 budget request for the Police Department is \$8,018,251, which is an increase of \$170,102 or 2.17% from the FY2025 budget.

Compensation is \$7,067,644, an increase of \$194,010 or 2.82% due to contractually obligated cost of living adjustments.

Expenses are \$950,607, a decrease of \$(23,908) or (2.45)%, which is a net change due to the removal of a proposal to implement body cameras which does not appear close to acceptance by the union, offset by increases in other areas, including \$10,000 to respond to potential POST investigations.

### Police Department Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 6,258,108	\$ 7,288,012	\$6,889,146	\$6,873,634	\$7,067,644	\$ —	\$ —	\$ 7,067,644	\$ 194,010	2.82 %
Expenses	\$ 707,147	\$ 829,217	\$ 716,027	\$ 974,515	\$ 951,167	\$ —	\$ (560)	\$ 950,607	\$ (23,908)	(2.45)%
<b>Total 3200 Police</b>	<b>\$6,965,255</b>	<b>\$ 8,117,229</b>	<b>\$7,605,173</b>	<b>\$7,848,149</b>	<b>\$ 8,018,811</b>	<b>\$ —</b>	<b>\$ (560)</b>	<b>\$ 8,018,251</b>	<b>\$ 170,102</b>	<b>2.17 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 3210 Police Admin	\$ 501,924	\$ 533,500	\$ 532,164	\$ 487,754	\$ 599,181	\$ —	\$ —	\$ 599,181	\$ 111,427	22.84 %
Total 3220 Police Records	\$ 73,221	\$ 85,646	\$ 94,339	\$ 103,120	\$ 106,766	\$ —	\$ —	\$ 106,766	\$ 3,646	3.54 %
Total 3230 Police Patrol	\$ 4,013,940	\$4,800,930	\$4,423,233	\$4,631,209	\$4,692,962	\$ —	\$ —	\$4,692,962	\$ 61,753	1.33 %
Total 3240 Traffic Control	\$ 458,508	\$ 453,305	\$ 472,458	\$ 536,314	\$ 502,255	\$ —	\$ —	\$ 502,255	\$ (34,059)	(6.35)%
Total 3250 Detectives	\$ 544,043	\$ 626,834	\$ 594,250	\$ 720,140	\$ 754,133	\$ —	\$ —	\$ 754,133	\$ 33,993	4.72 %
Total 3260 Community Service	\$ 499,023	\$ 529,189	\$ 463,757	\$ 432,746	\$ 386,077	\$ —	\$ —	\$ 386,077	\$ (46,669)	(10.78)%
Total 3270 Dispatch	\$ 874,595	\$ 1,087,826	\$1,024,972	\$ 936,867	\$ 977,437	\$ —	\$ (560)	\$ 976,877	\$ 40,010	4.27 %
<b>Total 3200 Police</b>	<b>\$6,965,255</b>	<b>\$ 8,117,229</b>	<b>\$7,605,173</b>	<b>\$7,848,149</b>	<b>\$ 8,018,811</b>	<b>\$ —</b>	<b>\$ (560)</b>	<b>\$ 8,018,251</b>	<b>\$ 170,102</b>	<b>2.17 %</b>

# 3200 - Police Department

## Police Admin Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Comp.	12111	511000	Full-Time Salaries	\$ 415,308	\$ 447,246	\$ 455,083	\$ 387,605	\$ 488,896	\$ —	\$ —	\$ 488,896	\$101,291	26.1 %
	12111	514105	Eyeglass Reimbursement	\$ 175	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	12111	514800	Longevity	\$ 975	\$ 975	\$ 1,025	\$ 1,025	\$ 1,025	\$ —	\$ —	\$ 1,025	\$ —	— %
	<b>Subtotal Compensation</b>			\$ 416,458	\$ 448,221	\$ 456,108	\$ 388,630	\$ 489,921	\$ —	\$ —	\$ 489,921	\$101,291	26.1 %
Expenses	12112	524400	Repair & Maint. Vehicles	\$ 2,692	\$ 1,424	\$ 2,707	\$ 2,719	\$ 2,855	\$ —	\$ —	\$ 2,855	\$ 136	5.0 %
	12112	524500	Repair & Maint. Office Equip.	\$ 3,849	\$ 5,430	\$ 4,083	\$ 5,562	\$ 5,562	\$ —	\$ —	\$ 5,562	\$ —	— %
	12112	524600	Computer Equip. Repair/Maint.	\$ 3,461	\$ 3,435	\$ 791	\$ 3,500	\$ 3,500	\$ —	\$ —	\$ 3,500	\$ —	— %
	12112	524900	Repair & Maint. Police Equip.	\$ —	\$ 37	\$ —	\$ 750	\$ 750	\$ —	\$ —	\$ 750	\$ —	— %
	12112	530001	Medical Bills	\$ 6,618	\$ 3,381	\$ 969	\$ 3,700	\$ 3,700	\$ —	\$ —	\$ 3,700	\$ —	— %
	12112	530009	Occupational Health Service	\$ 7,500	\$ 7,500	\$ 6,875	\$ 7,500	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ —	— %
	12112	531900	Independent Investigations	\$ 546	\$ 644	\$ 7,842	\$ 1,000	\$ 11,000	\$ —	\$ —	\$ 11,000	\$ 10,000	1,000 %
	12112	534500	Postage	\$ 404	\$ 300	\$ 300	\$ 300	\$ 300	\$ —	\$ —	\$ 300	\$ —	— %
	12112	534600	Printing and Mailing	\$ 600	\$ 564	\$ 577	\$ 600	\$ 600	\$ —	\$ —	\$ 600	\$ —	— %
	12112	571000	In-State Travel	\$ 626	\$ 1,980	\$ 3,242	\$ 4,000	\$ 4,000	\$ —	\$ —	\$ 4,000	\$ —	— %
	12112	573000	Dues and Membership	\$ 12,074	\$ 12,005	\$ 12,604	\$ 18,000	\$ 18,000	\$ —	\$ —	\$ 18,000	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 38,369	\$ 36,701	\$ 39,990	\$ 47,631	\$ 57,767	\$ —	\$ —	\$ 57,767	\$ 10,136	21.3 %
	12112	542100	Office Supplies	\$ 5,762	\$ 4,312	\$ 4,395	\$ 5,900	\$ 5,900	\$ —	\$ —	\$ 5,900	\$ —	— %
	12112	548000	Vehicle Supplies	\$ 2,600	\$ 2,394	\$ 2,493	\$ 2,500	\$ 2,500	\$ —	\$ —	\$ 2,500	\$ —	— %
	12112	558012	Other Sup ID Renewals	\$ 140	\$ 300	\$ 280	\$ 600	\$ 600	\$ —	\$ —	\$ 600	\$ —	— %
	12112	558100	Subscriptions	\$ 493	\$ 2,289	\$ 2,438	\$ 3,600	\$ 3,600	\$ —	\$ —	\$ 3,600	\$ —	— %
12112	558200	Other Supplies-Uniforms	\$ 4,514	\$ 3,986	\$ 1,060	\$ 3,943	\$ 3,943	\$ —	\$ —	\$ 3,943	\$ —	— %	
12112	558403	Fitness Equipment	\$ 2,388	\$ 3,500	\$ —	\$ 3,500	\$ 3,500	\$ —	\$ —	\$ 3,500	\$ —	— %	
12112	558404	Furniture Expense	\$ 6,210	\$ 6,800	\$ 6,228	\$ 6,450	\$ 6,450	\$ —	\$ —	\$ 6,450	\$ —	— %	
<b>Subtotal Supplies</b>			\$ 22,106	\$ 23,581	\$ 16,894	\$ 26,493	\$ 26,493	\$ —	\$ —	\$ 26,493	\$ —	— %	
12113	587100	Capital Outlay Repl Office Eq	\$ 24,991	\$ 24,998	\$ 19,172	\$ 25,000	\$ 25,000	\$ —	\$ —	\$ 25,000	\$ —	— %	
<b>Subtotal Minor Capital (Outlay)</b>			\$ 24,991	\$ 24,998	\$ 19,172	\$ 25,000	\$ 25,000	\$ —	\$ —	\$ 25,000	\$ —	— %	
<b>Subtotal Expenses</b>			\$ 85,466	\$ 85,280	\$ 76,056	\$ 99,124	\$ 109,260	\$ —	\$ —	\$ 109,260	\$ 10,136	10.2 %	
<b>Total 3210 Police Admin</b>			\$ 501,924	\$ 533,500	\$ 532,164	\$ 487,754	\$ 599,181	\$ —	\$ —	\$ 599,181	\$ 111,427	22.8 %	

# 3200 - Police Department

## Police Records Budget Detail

Comp.	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	12121	511000	Full-Time Salaries	\$ 66,411	\$ 81,956	\$ 90,882	\$ 94,514	\$ 98,160	\$ —	\$ —	\$ 98,160	\$ 3,646	3.9 %
	<b>Subtotal Compensation</b>			\$ 66,411	\$ 81,956	\$ 90,882	\$ 94,514	\$ 98,160	\$ —	\$ —	\$ 98,160	\$ 3,646	3.9 %
Expenses	12122	524500	Repair & Maint. Office Equip.	\$ 153	\$ —	\$ 279	\$ 250	\$ 250	\$ —	\$ —	\$ 250	\$ —	— %
	12122	527200	Building Supplies	\$ 3,335	\$ 631	\$ —	\$ 4,600	\$ 4,600	\$ —	\$ —	\$ 4,600	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 3,487	\$ 631	\$ 279	\$ 4,850	\$ 4,850	\$ —	\$ —	\$ 4,850	\$ —	— %
	12122	542100	Office Supplies	\$ 3,323	\$ 3,059	\$ 3,178	\$ 3,756	\$ 3,756	\$ —	\$ —	\$ 3,756	\$ —	— %
	<b>Subtotal Supplies</b>			\$ 3,323	\$ 3,059	\$ 3,178	\$ 3,756	\$ 3,756	\$ —	\$ —	\$ 3,756	\$ —	— %
<b>Subtotal Expenses</b>			\$ 6,810	\$ 3,690	\$ 3,457	\$ 8,606	\$ 8,606	\$ —	\$ —	\$ 8,606	\$ —	— %	
<b>Total 3220 Police Records</b>			\$ 73,221	\$ 85,646	\$ 94,339	\$ 103,120	\$ 106,766	\$ —	\$ —	\$ 106,766	\$ 3,646	3.5 %	

## Police Patrol Budget Detail

Compensation	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
	12131	511000	Full-Time Salaries	\$2,520,199	\$2,878,224	\$2,681,470	\$2,828,028	\$3,000,018	\$ —	\$ —	\$3,000,018	\$171,990	6.1 %	
	12131	514100	Other Stipends	\$ 51,127	\$ 60,265	\$ 44,821	\$ 60,656	\$ 42,841	\$ —	\$ —	\$ 42,841	\$ (17,815)	(29.4)%	
	12131	514101	First Responder Pay	\$ 83,453	\$ 133,511	\$ 171,643	\$ 253,574	\$ 269,179	\$ —	\$ —	\$ 269,179	\$ 15,605	6.2 %	
	12131	514700	Night Differential	\$ 105,625	\$ 105,418	\$ 100,217	\$ 158,872	\$ 105,779	\$ —	\$ —	\$ 105,779	\$ (53,093)	(33.4)%	
	12131	514800	Longevity	\$ 13,373	\$ 29,309	\$ 34,564	\$ 38,000	\$ 37,900	\$ —	\$ —	\$ 37,900	\$ (100)	(0.3)%	
	12131	514900	Holiday Differential	\$ 137,459	\$ 125,923	\$ 136,827	\$ 135,160	\$ 129,502	\$ —	\$ —	\$ 129,502	\$ (5,658)	(4.2)%	
	12131	511200	Prior Year Retro	\$ —	\$ 129,239	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	12131	513000	Overtime	\$ 641,130	\$ 774,650	\$ 760,353	\$ 475,495	\$ 475,495	\$ —	\$ —	\$ 475,495	\$ —	— %	
	<b>Subtotal Compensation</b>			\$3,552,365	\$4,236,539	\$3,929,893	\$3,949,786	\$4,060,714	\$ —	\$ —	\$4,060,714	\$110,928	2.8 %	

# 3200 - Police Department

## Police Patrol Budget Detail

Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
12132	524400	Repair & Maint. Vehicles	\$ 33,793	\$ 31,385	\$ 30,706	\$ 33,500	\$ 35,175	\$ —	\$ —	\$ 35,175	\$ 1,675	5.0 %	
12132	524900	Repair & Maint. Police Equip.	\$ 14,606	\$ 11,458	\$ 11,147	\$ 12,010	\$ 12,610	\$ —	\$ —	\$ 12,610	\$ 600	5.0 %	
12132	530001	Medical Bills	\$ 30,113	\$ 60,051	\$ 13,303	\$ 30,000	\$ 30,000	\$ —	\$ —	\$ 30,000	\$ —	— %	
12132	530600	Data Process	\$ 64,612	\$ 65,047	\$ 66,626	\$ 117,300	\$ 67,300	\$ —	\$ —	\$ 67,300	\$(50,000)	(42.6)%	
12132	531700	Employee Training	\$ 37,600	\$ 28,956	\$ 16,315	\$ 37,600	\$ 37,600	\$ —	\$ —	\$ 37,600	\$ —	— %	
12132	531701	In-Service Training	\$ 15,000	\$ 10,158	\$ 9,484	\$ 15,000	\$ 15,000	\$ —	\$ —	\$ 15,000	\$ —	— %	
12132	571000	In-State Travel	\$ 140	\$ —	\$ 112	\$ 1,263	\$ 1,263	\$ —	\$ —	\$ 1,263	\$ —	— %	
12132	573000	Dues and Membership	\$ —	\$ —	\$ 165	\$ 250	\$ 250	\$ —	\$ —	\$ 250	\$ —	— %	
<b>Subtotal Contract Services</b>			<b>\$ 195,865</b>	<b>\$ 207,054</b>	<b>\$ 147,859</b>	<b>\$ 246,923</b>	<b>\$ 199,198</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 199,198</b>	<b>\$(47,725)</b>	<b>(19.3)%</b>	
Expenses	12132	542100	Office Supplies	\$ 7,873	\$ 7,790	\$ 7,822	\$ 7,900	\$ 7,900	\$ —	\$ —	\$ 7,900	\$ —	— %
	12132	548000	Vehicle Supplies	\$ 19,985	\$ 19,320	\$ 21,636	\$ 20,000	\$ 21,000	\$ —	\$ —	\$ 21,000	\$ 1,000	5.0 %
	12132	550000	Medical Supplies	\$ 8,970	\$ 2,887	\$ 8,000	\$ 3,000	\$ 3,750	\$ —	\$ —	\$ 3,750	\$ 750	25.0 %
	12132	558400	Police Supplies	\$ 21,477	\$ 19,577	\$ 16,454	\$ 18,700	\$ 18,700	\$ —	\$ —	\$ 18,700	\$ —	— %
	12132	558402	Firearms Training & Ammunition	\$ 25,986	\$ 28,731	\$ 24,939	\$ 27,500	\$ 27,500	\$ —	\$ —	\$ 27,500	\$ —	— %
	12132	558901	Other Expense Prisoner Meals	\$ 1,364	\$ 817	\$ 1,377	\$ 2,000	\$ 2,000	\$ —	\$ —	\$ 2,000	\$ —	— %
	<b>Subtotal Supplies</b>			<b>\$ 85,656</b>	<b>\$ 79,122</b>	<b>\$ 80,227</b>	<b>\$ 79,100</b>	<b>\$ 80,850</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 80,850</b>	<b>\$ 1,750</b>	<b>2.2 %</b>
12132	548900	Gasoline	\$ 40,796	\$ 52,618	\$ 42,659	\$ 50,000	\$ 50,000	\$ —	\$ —	\$ 50,000	\$ —	— %	
<b>Subtotal Utilities</b>			<b>\$ 40,796</b>	<b>\$ 52,618</b>	<b>\$ 42,659</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 50,000</b>	<b>\$ —</b>	<b>— %</b>	
12133	587000	Police Vehicle Replacement	\$ 139,258	\$ 225,597	\$ 222,595	\$ 262,000	\$ 262,000	\$ —	\$ —	\$ 262,000	\$ —	— %	
12133	587001	Taser Lease Expenses	\$ —	\$ —	\$ —	\$ 43,400	\$ 40,200	\$ —	\$ —	\$ 40,200	\$ (3,200)	(7.4)%	
<b>Subtotal Minor Capital (Outlay)</b>			<b>\$ 139,258</b>	<b>\$ 225,597</b>	<b>\$ 222,595</b>	<b>\$ 305,400</b>	<b>\$ 302,200</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 302,200</b>	<b>\$ (3,200)</b>	<b>(1.0)%</b>	
<b>Subtotal Expenses</b>			<b>\$ 461,575</b>	<b>\$ 564,391</b>	<b>\$ 493,340</b>	<b>\$ 681,423</b>	<b>\$ 632,248</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 632,248</b>	<b>\$(49,175)</b>	<b>(7.2)%</b>	
<b>Total 3230 Police Patrol</b>			<b>\$4,013,940</b>	<b>\$4,800,930</b>	<b>\$4,423,233</b>	<b>\$4,631,209</b>	<b>\$4,692,962</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$4,692,962</b>	<b>\$ 61,753</b>	<b>1.3 %</b>	

# 3200 - Police Department

## Traffic Control Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Compensation	12141	511000	Full-Time Salaries	\$ 165,703	\$ 171,805	\$ 298,168	\$ 191,981	\$ 202,777	\$ —	\$ —	\$ 202,777	\$ 10,796	5.6 %
	12141	511100	Part-Time Salaries	\$ 235,394	\$ 228,156	\$ 115,051	\$ 275,458	\$ 232,943	\$ —	\$ —	\$ 232,943	\$(42,515)	(15.4)%
	12141	514100	Other Stipends	\$ 6,300	\$ 5,600	\$ 2,475	\$ 5,150	\$ 6,750	\$ —	\$ —	\$ 6,750	\$ 1,600	31.1 %
	12141	514101	First Responder Pay	\$ 5,777	\$ 5,395	\$ 11,085	\$ 18,786	\$ 16,848	\$ —	\$ —	\$ 16,848	\$ (1,938)	(10.3)%
	12141	514800	Longevity	\$ 803	\$ 418	\$ 1,308	\$ 2,600	\$ 1,600	\$ —	\$ —	\$ 1,600	\$ (1,000)	(38.5)%
	12141	514900	Holiday Differential	\$ 8,937	\$ 6,863	\$ 10,165	\$ 9,579	\$ 8,063	\$ —	\$ —	\$ 8,063	\$ (1,516)	(15.8)%
	12141	513000	Overtime	\$ 7,550	\$ 4,026	\$ 5,188	\$ 11,028	\$ 11,028	\$ —	\$ —	\$ 11,028	\$ —	— %
<b>Subtotal Compensation</b>			<b>\$ 430,464</b>	<b>\$ 422,262</b>	<b>\$ 443,439</b>	<b>\$ 514,583</b>	<b>\$ 480,009</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 480,009</b>	<b>\$(34,574)</b>	<b>(6.7)%</b>	
	12142	524400	Repair & Maint. Vehicles	\$ 5,955	\$ 6,998	\$ 7,000	\$ 7,000	\$ 7,350	\$ —	\$ —	\$ 7,350	\$ 350	5.0 %
	12142	524900	Repair & Maint. Police Equip.	\$ 3,439	\$ 3,630	\$ 4,345	\$ 5,200	\$ 5,200	\$ —	\$ —	\$ 5,200	\$ —	— %
	12142	571000	In-State Travel	\$ —	\$ —	\$ —	\$ 110	\$ 110	\$ —	\$ —	\$ 110	\$ —	— %
	<b>Subtotal Contract Services</b>			<b>\$ 9,394</b>	<b>\$ 10,628</b>	<b>\$ 11,345</b>	<b>\$ 12,310</b>	<b>\$ 12,660</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 12,660</b>	<b>\$ 350</b>	<b>2.8 %</b>
Expenses	12142	542100	Office Supplies	\$ 1,617	\$ 1,459	\$ 181	\$ 1,546	\$ 1,546	\$ —	\$ —	\$ 1,546	\$ —	— %
	12142	548000	Vehicle Supplies	\$ 3,332	\$ 3,267	\$ 3,327	\$ 3,335	\$ 3,500	\$ —	\$ —	\$ 3,500	\$ 165	4.9 %
	12142	556000	Motorcycle Leasing	\$ 11,200	\$ 12,870	\$ 10,590	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	12142	558200	Other Supplies-Uniforms	\$ 1,887	\$ 1,778	\$ 3,257	\$ 3,500	\$ 3,500	\$ —	\$ —	\$ 3,500	\$ —	— %
	12142	558400	Police Supplies	\$ 539	\$ 680	\$ 137	\$ 680	\$ 680	\$ —	\$ —	\$ 680	\$ —	— %
	12142	558401	Police Supply Crime Prevention	\$ 76	\$ 360	\$ 182	\$ 360	\$ 360	\$ —	\$ —	\$ 360	\$ —	— %
	<b>Subtotal Supplies</b>			<b>\$ 18,650</b>	<b>\$ 20,414</b>	<b>\$ 17,674</b>	<b>\$ 9,421</b>	<b>\$ 9,586</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 9,586</b>	<b>\$ 165</b>	<b>1.8 %</b>
<b>Subtotal Expenses</b>			<b>\$ 28,044</b>	<b>\$ 31,043</b>	<b>\$ 29,019</b>	<b>\$ 21,731</b>	<b>\$ 22,246</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 22,246</b>	<b>\$ 515</b>	<b>2.4 %</b>	
<b>Total 3240 Traffic Control</b>			<b>\$ 458,508</b>	<b>\$ 453,305</b>	<b>\$ 472,458</b>	<b>\$ 536,314</b>	<b>\$ 502,255</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 502,255</b>	<b>\$(34,059)</b>	<b>(6.4)%</b>	

# 3200 - Police Department

## Detectives Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Compensation	12151	511000	Full-Time Salaries	\$ 458,435	\$ 503,226	\$ 478,196	\$ 567,487	\$ 601,770	\$ —	\$ —	\$ 601,770	\$ 34,283	6.0 %
	12151	511000	Other Stipends	\$ 11,200	\$ 9,850	\$ 11,725	\$ 10,550	\$ 9,800	\$ —	\$ —	\$ 9,800	\$ (750)	(7.1)%
	12151	514101	First Responder Pay	\$ 16,586	\$ 22,297	\$ 29,523	\$ 48,600	\$ 53,543	\$ —	\$ —	\$ 53,543	\$ 4,943	10.2 %
	12151	514700	Night Differential	\$ 5,464	\$ 5,799	\$ 6,756	\$ 11,299	\$ 5,027	\$ —	\$ —	\$ 5,027	\$ (6,272)	(55.5)%
	12151	514800	Longevity	\$ 1,807	\$ 25,520	\$ 6,312	\$ 8,100	\$ 6,800	\$ —	\$ —	\$ 6,800	\$ (1,300)	(16.0)%
	12151	514900	Holiday Differential	\$ 24,661	\$ 22,015	\$ 22,090	\$ 25,342	\$ 27,181	\$ —	\$ —	\$ 27,181	\$ 1,839	7.3 %
	12151	513000	Overtime	\$ 15,486	\$ 25,505	\$ 28,177	\$ 33,663	\$ 33,663	\$ —	\$ —	\$ 33,663	\$ —	— %
<b>Subtotal Compensation</b>			\$ 533,638	\$ 614,211	\$ 582,779	\$ 705,041	\$ 737,784	\$ —	\$ —	\$ 737,784	\$ 32,743	4.6 %	
Expenses	12152	524400	Repair & Maint. Vehicles	\$ 6,535	\$ 6,644	\$ 7,000	\$ 7,000	\$ 7,350	\$ —	\$ —	\$ 7,350	\$ 350	5.0 %
	12152	524900	Repair & Maint. Police Equip.	\$ —	\$ 76	\$ —	\$ 430	\$ 430	\$ —	\$ —	\$ 430	\$ —	— %
	12152	571000	In-State Travel	\$ —	\$ —	\$ 95	\$ 385	\$ 385	\$ —	\$ —	\$ 385	\$ —	— %
	12152	573000	Dues and Membership	\$ —	\$ —	\$ 155	\$ 250	\$ 250	\$ —	\$ —	\$ 250	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 6,535	\$ 6,719	\$ 7,250	\$ 8,065	\$ 8,415	\$ —	\$ —	\$ 8,415	\$ 350	4.3 %
	12152	542100	Office Supplies	\$ 966	\$ 945	\$ 303	\$ 1,000	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ 500	50.0 %
	12152	548000	Vehicle Supplies	\$ 2,618	\$ 2,536	\$ 2,673	\$ 2,634	\$ 2,634	\$ —	\$ —	\$ 2,634	\$ —	— %
	12152	558200	Other Supplies-Uniforms	\$ —	\$ —	\$ 474	\$ 400	\$ 800	\$ —	\$ —	\$ 800	\$ 400	100.0 %
	12152	558401	Police Supply Crime Prevention	\$ 286	\$ 2,422	\$ 771	\$ 3,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ —	— %
	<b>Subtotal Supplies</b>			\$ 3,870	\$ 5,904	\$ 4,221	\$ 7,034	\$ 7,934	\$ —	\$ —	\$ 7,934	\$ 900	12.8 %
<b>Subtotal Expenses</b>			\$ 10,405	\$ 12,623	\$ 11,471	\$ 15,099	\$ 16,349	\$ —	\$ —	\$ 16,349	\$ 1,250	8.3 %	
<b>Total 3250 Detectives</b>			\$ 544,043	\$ 626,834	\$ 594,250	\$ 720,140	\$ 754,133	\$ —	\$ —	\$ 754,133	\$ 33,993	4.7 %	

# 3200 - Police Department

## Community Service Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	12161	511000	Full-Time Salaries	\$ 434,504	\$ 455,823	\$ 406,347	\$ 362,887	\$ 310,022	\$ —	\$ —	\$ 310,022	\$ (52,865)	(14.6)%
	12161	514100	Other Stipends	\$ 8,225	\$ 8,225	\$ 5,675	\$ 5,675	\$ 5,250	\$ —	\$ —	\$ 5,250	\$ (425)	(7.5)%
	12161	514101	First Responder Pay	\$ 11,523	\$ 19,470	\$ 19,598	\$ 16,947	\$ 25,421	\$ —	\$ —	\$ 25,421	\$ 8,474	50.0 %
	12161	514800	Longevity	\$ 2,958	\$ 3,011	\$ 4,692	\$ 5,200	\$ 5,200	\$ —	\$ —	\$ 5,200	\$ —	— %
	12161	514900	Holiday Differential	\$ 19,370	\$ 17,701	\$ 15,191	\$ 14,569	\$ 12,470	\$ —	\$ —	\$ 12,470	\$ (2,099)	(14.4)%
	12161	513000	Overtime	\$ 10,663	\$ 11,102	\$ 2,928	\$ 10,200	\$ 10,200	\$ —	\$ —	\$ 10,200	\$ —	— %
	<b>Subtotal Compensation</b>			<b>\$ 487,243</b>	<b>\$ 515,331</b>	<b>\$ 454,432</b>	<b>\$ 415,478</b>	<b>\$ 368,563</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 368,563</b>	<b>\$ (46,915)</b>	<b>(11.3)%</b>
Expenses	12162	524400	Repair & Maint. Vehicles	\$ 2,298	\$ 2,210	\$ 2,238	\$ 2,379	\$ 2,500	\$ —	\$ —	\$ 2,500	\$ 121	5.1 %
	12162	525000	Parking Meter Repairs	\$ 2,500	\$ 2,592	\$ 2,500	\$ 2,500	\$ 3,125	\$ —	\$ —	\$ 3,125	\$ 625	25.0 %
	12162	571000	In-State Travel	\$ 52	\$ —	\$ —	\$ 189	\$ 189	\$ —	\$ —	\$ 189	\$ —	— %
	12162	573000	Dues and Membership	\$ 290	\$ 340	\$ 40	\$ 1,000	\$ 500	\$ —	\$ —	\$ 500	\$ (500)	(50.0)%
	<b>Subtotal Contract Services</b>			<b>\$ 5,140</b>	<b>\$ 5,142</b>	<b>\$ 4,778</b>	<b>\$ 6,068</b>	<b>\$ 6,314</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 6,314</b>	<b>\$ 246</b>	<b>4.1 %</b>
Expenses	12162	542100	Office Supplies	\$ 597	\$ 617	\$ 426	\$ 600	\$ 600	\$ —	\$ —	\$ 600	\$ —	— %
	12162	545010	Auxiliary Police Expenses	\$ 1,555	\$ 3,499	\$ —	\$ 6,000	\$ 6,000	\$ —	\$ —	\$ 6,000	\$ —	— %
	12162	548000	Vehicle Supplies	\$ 1,996	\$ 1,994	\$ 1,982	\$ 2,000	\$ 2,000	\$ —	\$ —	\$ 2,000	\$ —	— %
	12162	558900	Other Expense	\$ 2,492	\$ 2,606	\$ 2,139	\$ 2,600	\$ 2,600	\$ —	\$ —	\$ 2,600	\$ —	— %
	<b>Subtotal Supplies</b>			<b>\$ 6,640</b>	<b>\$ 8,716</b>	<b>\$ 4,547</b>	<b>\$ 11,200</b>	<b>\$ 11,200</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 11,200</b>	<b>\$ —</b>	<b>— %</b>
<b>Subtotal Expenses</b>			<b>\$ 11,780</b>	<b>\$ 13,858</b>	<b>\$ 9,325</b>	<b>\$ 17,268</b>	<b>\$ 17,514</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 17,514</b>	<b>\$ 246</b>	<b>1.4 %</b>	
<b>Total 3260 Community Service</b>			<b>\$ 499,023</b>	<b>\$ 529,189</b>	<b>\$ 463,757</b>	<b>\$ 432,746</b>	<b>\$ 386,077</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 386,077</b>	<b>\$ (46,669)</b>	<b>(10.8)%</b>	

# 3200 - Police Department

## Dispatch Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent		
Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change		
Compensation	12961	511000	Full-Time Salaries	\$ 550,379	\$ 627,130	\$ 644,999	\$ 616,330	\$ 642,148	\$ —	\$ —	\$ 642,148	\$ 25,818	4.2 %	
	12961	511100	Part-Time Salaries	\$ 55,942	\$ 58,232	\$ 97,515	\$ 53,190	\$ 53,190	\$ —	\$ —	\$ 53,190	\$ —	— %	
	12961	514104	Other Stipends	\$ 19,789	\$ 19,120	\$ 26,234	\$ 19,420	\$ 24,015	\$ —	\$ —	\$ 24,015	\$ 4,595	23.7 %	
	12961	514700	Night Differential	\$ 22,542	\$ 23,584	\$ 24,386	\$ 23,835	\$ 18,616	\$ —	\$ —	\$ 18,616	\$ (5,219)	(21.9)%	
	12961	514800	Longevity	\$ 2,566	\$ 2,559	\$ 2,595	\$ 3,000	\$ 4,200	\$ —	\$ —	\$ 4,200	\$ 1,200	40.0 %	
	12961	514900	Holiday Differential	\$ 17,099	\$ 19,471	\$ 20,510	\$ 21,424	\$ 21,920	\$ —	\$ —	\$ 21,920	\$ 496	2.3 %	
	12961	511200	Prior Year Retro	\$ —	\$ 55,161	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	12961	513000	Overtime	\$ 103,210	\$ 164,235	\$ 115,371	\$ 68,404	\$ 68,404	\$ —	\$ —	\$ 68,404	\$ —	— %	
<b>Subtotal Compensation</b>			<b>\$ 771,528</b>	<b>\$ 969,492</b>	<b>\$ 931,612</b>	<b>\$ 805,603</b>	<b>\$ 832,493</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 832,493</b>	<b>\$ 26,890</b>	<b>3.3 %</b>		
Expenses	12962	524600	Computer Equip. Repair/Maint.	\$ 2,881	\$ 2,448	\$ 2,482	\$ 3,210	\$ 4,210	\$ —	\$ —	\$ 4,210	\$ 1,000	31.2 %	
	12962	524900	Repair & Maint. Police Equip.	\$ 40,749	\$ 50,456	\$ 40,252	\$ 48,925	\$ 56,925	\$ —	\$ —	\$ 56,925	\$ 8,000	16.4 %	
	12962	531700	Employee Training	\$ 1,797	\$ 1,413	\$ 2,904	\$ 1,386	\$ 3,486	\$ —	\$ —	\$ 3,486	\$ 2,100	151.5 %	
	12962	534100	Telephone	\$ 54,373	\$ 59,574	\$ 43,493	\$ 70,968	\$ 70,968	\$ —	\$ (560)	\$ 70,408	\$ (560)	(0.8)%	
	12962	572000	Education & Training	\$ —	\$ —	\$ 30	\$ —				\$ —	\$ —	— %	
	12962	573000	Dues and Membership	\$ —	\$ 402	\$ 147	\$ 1,100	\$ 1,300	\$ —	\$ —	\$ 1,300	\$ 200	18.2 %	
	<b>Subtotal Contract Services</b>			<b>\$ 99,800</b>	<b>\$ 114,293</b>	<b>\$ 89,308</b>	<b>\$ 125,589</b>	<b>\$ 136,889</b>	<b>\$ —</b>	<b>\$ (560)</b>	<b>\$ 136,329</b>	<b>\$ 10,740</b>	<b>8.6 %</b>	
	12962	542100	Office Supplies	\$ 1,414	\$ 1,470	\$ 1,605	\$ 1,605	\$ 2,905	\$ —	\$ —	\$ 2,905	\$ 1,300	81.0 %	
	12962	542200	Computer Supplies	\$ 725	\$ 1,030	\$ 307	\$ 1,070	\$ 1,150	\$ —	\$ —	\$ 1,150	\$ 80	7.5 %	
	12962	558200	Other Supplies-Uniforms	\$ 1,129	\$ 1,540	\$ 2,140	\$ 3,000	\$ 4,000	\$ —	\$ —	\$ 4,000	\$ 1,000	33.3 %	
<b>Subtotal Supplies</b>			<b>\$ 3,267</b>	<b>\$ 4,040</b>	<b>\$ 4,052</b>	<b>\$ 5,675</b>	<b>\$ 8,055</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 8,055</b>	<b>\$ 2,380</b>	<b>41.9 %</b>		
<b>Subtotal Expenses</b>			<b>\$ 103,068</b>	<b>\$ 118,333</b>	<b>\$ 93,360</b>	<b>\$ 131,264</b>	<b>\$ 144,944</b>	<b>\$ —</b>	<b>\$ (560)</b>	<b>\$ 144,384</b>	<b>\$ 13,120</b>	<b>10.0 %</b>		
<b>Total 3270 Dispatch</b>			<b>\$ 874,595</b>	<b>\$1,087,826</b>	<b>\$1,024,972</b>	<b>\$ 936,867</b>	<b>\$ 977,437</b>	<b>\$ —</b>	<b>\$ (560)</b>	<b>\$ 976,877</b>	<b>\$ 40,010</b>	<b>4.3 %</b>		

# 4000 - Education

Town of Belmont, MA

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Total 4100 Belmont Public Schools	\$55,259,786	\$56,852,294	\$63,486,981	\$66,885,704	\$70,629,379	\$ —	\$ —	\$70,629,379	\$3,743,675	5.60%
Total 4200 Regional Schools	\$ 1,124,430	\$ 886,383	\$ 453,361	\$ 234,580	\$ 234,580	\$ —	\$ —	\$ 234,580	\$ —	—%
<b>Total Education</b>	<b>\$56,384,216</b>	<b>\$57,738,677</b>	<b>\$63,940,342</b>	<b>\$67,120,284</b>	<b>\$70,863,959</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$70,863,959</b>	<b>\$3,743,675</b>	<b>5.58 %</b>

## Expense Summary

Compensation	\$ 43,751,812	\$ 46,017,121	\$47,945,147	\$50,905,478	\$53,349,357	\$ —	\$ —	\$53,349,357	\$2,443,879	4.80 %
Expenses	\$12,632,404	\$ 11,721,556	\$15,995,195	\$16,214,806	\$17,514,602	\$ —	\$ —	\$17,514,602	\$1,299,796	8.02 %
<b>Total Education</b>	<b>\$56,384,216</b>	<b>\$57,738,677</b>	<b>\$63,940,342</b>	<b>\$67,120,284</b>	<b>\$70,863,959</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$70,863,959</b>	<b>\$3,743,675</b>	<b>5.58 %</b>



**Budget Recommendations**

For FY2026, the School Superintendent is proposing an overall budget recommendation to the School Committee of \$70,629,379, which is an increase of \$3,743,675 or 5.60% from the FY2025 budget.

Compensation is \$53,349,357, an increase of \$2,443,879 or 4.80% due to contractual obligations, and additional staff investments to bring some ARPA-funded positions to the General Fund and to extend in-district programming that was started in FY2025, providing mandated services to students on IEPs.

Expenses are \$17,280,022, an increase of \$1,299,796 or 8.13% due primarily to underfunding in previous years of technology (hardware and software), equipment, and curriculum, and increases in bus contracts.

The budget includes \$662,343 in reductions that the District identified to bring the total budget within the revenue allocation from the Town.

The Schools are releasing their budget in conjunction with this overall budget; we defer to that document for greater details.

Please note that the budget figures presented below have been adjusted to remove FY2022 and FY2023 expenses for school custodians which were moved to the Facilities Department in FY2024, as well as School Employee and Retiree benefits were combined with Town expenses in FY2024. The intent of the change is to allow for a more direct comparison between fiscal years.

**Belmont Public Schools Budget Summary**

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 43,751,812	\$ 46,017,121	\$ 47,945,147	\$ 50,905,478	\$ 53,349,357			\$ 53,349,357	\$ 2,443,879	4.80 %
Expenses	\$ 11,507,974	\$ 10,835,173	\$ 15,541,834	\$ 15,980,226	\$ 17,280,022			\$ 17,280,022	\$ 1,299,796	8.13 %
<b>Total 4100 Belmont Public Schools</b>	<b>\$ 55,259,786</b>	<b>\$ 56,852,294</b>	<b>\$ 63,486,981</b>	<b>\$ 66,885,704</b>	<b>\$ 70,629,379</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 70,629,379</b>	<b>\$ 3,743,675</b>	<b>5.60 %</b>

\*Figures have been restated for FY2022 and FY2023 to reflect the transfer of custodians to Facilities and combining Town and School benefit lines in FY2024.

**Budget Recommendations**

The FY2026 budget recommendation for students attending Regional Schools is \$234,580, which is level-funded from the FY2025 budget.

This reflects declining enrollment at both Minuteman Regional Vocational Technical High School and Medford Vocational Technical High School, as detailed in the table

below. The FY2026 budgeted enrollments assume that one Freshman will be admitted for September 2025, which may or may not be realized. Both schools bill the Town for tuition for attending students.

Transportation expenses to both schools are also paid from this budget.

**Regional Vocational Schools Budget Summary**

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
Expenses	\$ 1,124,430	\$ 886,383	\$ 453,361	\$ 234,580	\$ 234,580	\$ —	\$ —	\$ 234,580	\$ —	— %
<b>Total 4200 Regional Schools</b>	<b>\$ 1,124,430</b>	<b>\$ 886,383</b>	<b>\$ 453,361</b>	<b>\$ 234,580</b>	<b>\$ 234,580</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 234,580</b>	<b>\$ —</b>	<b>— %</b>

<b>Enrollment Levels</b>	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026 Budget
Minuteman Regional Vocational Technical High School	28	44	45	33	21	9	3	3
Medford Vocational Technical High School				2	5	4	3	3
<b>Total Enrollment</b>	<b>28</b>	<b>44</b>	<b>45</b>	<b>35</b>	<b>26</b>	<b>13</b>	<b>6</b>	<b>6</b>

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# 5000 - Public Services

Town of Belmont, MA

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Total 5100 Planning and Building	\$ 881,675	\$ 844,310	\$ 1,025,586	\$ 741,610	\$ 813,113	\$ —	\$ (4,425)	\$ 808,688	\$ 67,078	9.04 %
Total 5200 Public Works	\$ 7,441,794	\$ 7,331,332	\$ 7,754,327	\$ 8,688,742	\$ 8,847,719	\$ (162,000)	\$ (3,950)	\$ 8,681,769	\$ (6,973)	(0.08)%
Total 5300 Recreation	\$ 994,361	\$ 1,535,693	\$ 1,500,022	\$ 323,398	\$ —	\$ —	\$ —	\$ —	\$(323,398)	(100)%
<b>Total Public Services</b>	<b>\$9,317,830</b>	<b>\$ 9,711,335</b>	<b>\$10,279,935</b>	<b>\$9,753,750</b>	<b>\$9,660,832</b>	<b>\$ (162,000)</b>	<b>\$ (8,375)</b>	<b>\$9,490,457</b>	<b>\$(263,293)</b>	<b>(2.70)%</b>

## Expense Summary

Compensation	\$ 3,334,882	\$ 3,683,067	\$ 3,838,737	\$ 3,697,250	\$ 3,322,959	\$ —	\$ —	\$ 3,322,959	\$ (374,291)	(10.12)%
Expenses	\$ 5,982,948	\$ 6,028,267	\$ 6,441,197	\$ 6,056,500	\$ 6,337,873	\$ (162,000)	\$ (8,375)	\$ 6,167,498	\$ 110,998	1.83 %
<b>Total Public Services</b>	<b>\$9,317,830</b>	<b>\$ 9,711,334</b>	<b>\$10,279,934</b>	<b>\$9,753,750</b>	<b>\$9,660,832</b>	<b>\$ (162,000)</b>	<b>\$ (8,375)</b>	<b>\$9,490,457</b>	<b>\$(263,293)</b>	<b>(2.70)%</b>



## Program Overview

The Office of Planning and Building has two divisions with the following primary responsibilities:

### **Planning Division**

Handles land use, economic development, zoning, and planning issues for the Town. The Division provides professional “in-house” planning services, project-related services including review and discussions of preliminary and final development plans; staff to support permanent and temporary committees; and public services through direct interaction with residents, developers, property owners and other interested parties.

### **Building and Inspection Services Division**

Performs building code duties including permit reviews and inspections and project reviews for zoning compliance. This division also enforces local zoning and general bylaws, as well as state codes and regulations such as accessibility regulations. Much of what this division does is mandated by state law.

## FY2024-25 Achievements

- *Comprehensive Plan* - The project to update Belmont’s Comprehensive Plan was initiated in Fall 2024 and Planning staff has served as project manager for the program.
- *MBTA Communities* - Facilitated the passage of the MBTA 3A amendments, amendments to the Design & Site Plan Review section of the Bylaw, and the Inclusionary Housing section of the Bylaw at the November 2024 Special Town Meeting.
- *Zoning Amendments* - Staff facilitated a set of Zoning Bylaw amendments at Annual Town Meeting related to a range of corrections and clarifications.
- *Market/Fiscal Analysis* - Managed the completion of a comprehensive market analysis and fiscal impact analysis project to determine opportunities for growth and economic development in Belmont.
- *Levels of Service* - Maintained uninterrupted service levels to the public despite lacking several staffers for moderate periods of time.
- *Planning Duties* - Effective coverage of planning duties and tasks even with vacancies in staff planner position over part of the fiscal year.
- *Efficiency* - Achieved faster processing times for building permits, and electrical and plumbing applications compared to previous years.

## 5100 - Planning and Building

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### FY2026 Goals

- *Comprehensive Plan* - Continue the Comprehensive Plan project by managing the consultant and steering committee.
- *Zoning Reform* - Prepare for a wholesale rewrite of the Zoning Bylaw by conducting a zoning audit and developing other criteria for the project.
- *Inspector Ongoing Training* - Enhance the proficiency of the Local Inspector in reviewing building and zoning applications through continuous training and support.
- *Efficiency* - Develop additional guidelines to expedite the processing of building permits and certificate of occupancy applications.
- *Responsiveness* - Formulate more guidelines to improve responsiveness to General By-Law and other Bylaw code enforcement.
- *Provide Enhanced Support to Planning Board and ZBA* - Provide more robust and comprehensive technical support to the two primary Boards that the Office serves, even while case numbers are expected to increase.
- *Procedures* - Develop comprehensive procedures manual for use in training, evaluating processes for efficiency, and for other purposes.

# 5100 - Planning and Building

## Staffing and Structure

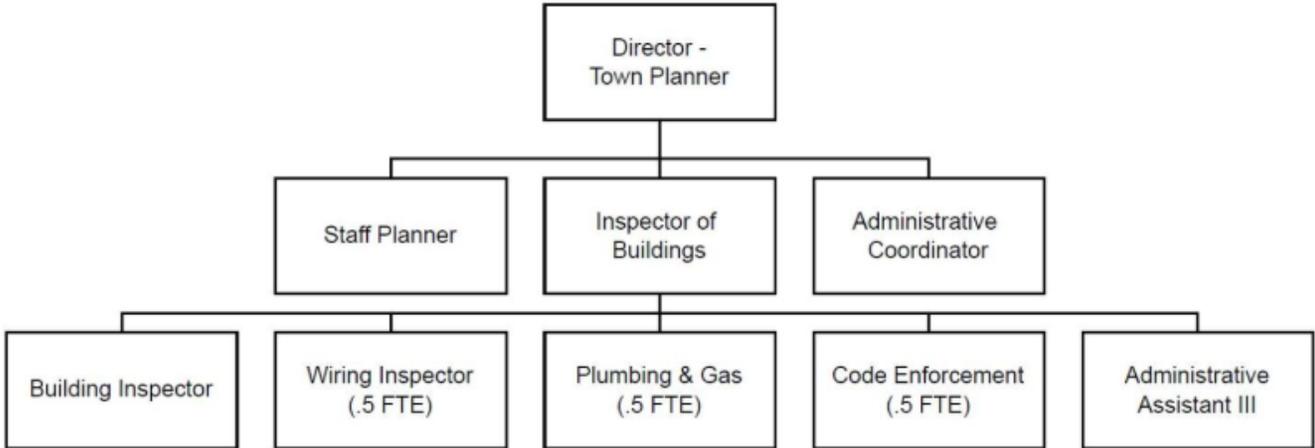
The newly formed Office of Planning and Building includes the Planning Division and the Building Division.

Planning staff include the department Director and Town Planner, a Staff Planner, an Administrative Coordinator for the Department, and Minutes Taker for the Planning Board, ZBA, and other committees as may be needed.

Building and Inspection Services performs building code duties including permit reviews and inspections and project reviews for zoning compliance. This division also enforces local zoning and general bylaws, as well as state codes and

regulations such as accessibility regulations. Much of what this division does is mandated by state law.

Building includes the Inspector of Buildings, a Local Inspector, an Administrative Assistant III, and part-time positions for Code Enforcement Officer, Plumbing & Gas Inspector, and Wiring Inspector. The Plumbing & Gas and Wiring Inspectors were previously shared with Watertown but became part-time, in-house positions in Spring 2022. Please see current staffing in organizational chart and table that follow.



# 5100 - Planning and Building

Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
<u>Planning</u>								
Director, Town Planner*	1	1	1	1	1	1	1	1
Staff Planner	1	1	1	1	1	1	1	1
Administrative Coordinator*	—	—	—	—	—	—	1	1
Administrative Assistant II*	1	1	1	1	1	0.5	—	—
<b>Subtotal</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2.5</b>	<b>3</b>	<b>3</b>
<u>Building Inspection</u>								
Inspector of Buildings*	—	—	—	—	—	—	1	1
Building Inspector	1	1	1	1	1	1	1	1
Code Enforcement Officer	1	1	1	1	1	0.5	0.5	0.5
Administrative Assistant III**	0.75	0.75	0.75	0.75	0.88	0.88	0.88	0.88
Inspection (Plumbing/Gas and Wiring)***	1	1	1	1	1	1	1	1
<b>Subtotal</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.88</b>	<b>3.38</b>	<b>4.38</b>	<b>4.38</b>
<u>Community Development Administration*</u>								
Community Development Director	1	1	1	1	1	1	—	—
Community Development Asst. Director	1	1	1	1	1	1	—	—
Administrative Coordinator	1	1	1	1	1	1	—	—
<b>Subtotal</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>—</b>	<b>—</b>
<u>Engineering Services*</u>								
Resident Engineer****	1	1	1	—	—	—	—	—
Conservation Commission Agent	0.38	0.38	0.38	0.38	0.38	0.38	—	—
<b>Subtotal</b>	<b>1.38</b>	<b>1.38</b>	<b>1.38</b>	<b>0.38</b>	<b>0.38</b>	<b>0.38</b>	<b>—</b>	<b>—</b>
<b>Total</b>	<b>11.13</b>	<b>11.13</b>	<b>11.13</b>	<b>10.13</b>	<b>10.26</b>	<b>9.26</b>	<b>7.38</b>	<b>7.38</b>

\*Reorganization for FY2025 moved the CD Director/Town Engineer and Conservation Agent to a new Engineering Division within Public Works. The Town Planner became the Director of a new Office of Planning and Building, and the CD Assistant Director becomes the new Inspector of Buildings.

\*\*In FY2023, the Building Inspection Administrative Assistant was reclassified from a I to a III, and the hours were increased from 30 to 35 per week.

\*\*\*The Inspection positions were shared with Watertown until FY2023 (there are two 0.5 FTE inspectors).

\*\*\*\*Reflects the elimination of the Resident Engineer position after the failed override vote in April 2021.

# 5100 - Planning and Building

## Budget Recommendations

The FY2026 budget request for Planning and Building is \$808,688, which is an increase of \$67,078 or 9.04% from the FY2025 budget.

Expenses are \$85,156, an increase of \$8,041 or 10.43% due to an increase in costs for conferences and professional development as well as books and periodicals.

Compensation is \$723,532, an increase of \$59,037 or 8.88% due to staffing adjustments and increasing salaries in order to attract a more senior-level planner to support the Director.

### Planning and Building Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 719,783	\$ 768,642	\$ 922,688	\$ 664,495	\$ 723,532	\$ —	\$ —	\$ 723,532	\$ 59,037	8.88 %
Expenses	\$ 161,892	\$ 75,668	\$ 102,897	\$ 77,115	\$ 89,581	\$ —	\$ (4,425)	\$ 85,156	\$ 8,041	10.43 %
<b>Total 5100 Planning and Building</b>	<b>\$ 881,675</b>	<b>\$ 844,310</b>	<b>\$ 1,025,586</b>	<b>\$ 741,610</b>	<b>\$ 813,113</b>	<b>\$ —</b>	<b>\$ (4,425)</b>	<b>\$ 808,688</b>	<b>\$ 67,078</b>	<b>9.04 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 5110 Community Development Admin	\$ 410,036	\$ 401,287	\$ 296,107	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
Total 5120 Planning	\$ 195,629	\$ 152,325	\$ 284,677	\$ 287,211	\$ 338,956	\$ —	\$ —	\$ 338,956	\$ 51,745	18.02 %
Total 5130 Building Inspections	\$ 255,039	\$ 270,560	\$ 318,171	\$ 454,399	\$ 474,157	\$ —	\$ (4,425)	\$ 469,732	\$ 15,333	3.37 %
Total 5140 Engineering	\$ 20,970	\$ 20,138	\$ 126,631	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
<b>Total 5100 Planning and Building</b>	<b>\$ 881,675</b>	<b>\$ 844,310</b>	<b>\$ 1,025,586</b>	<b>\$ 741,610</b>	<b>\$ 813,113</b>	<b>\$ —</b>	<b>\$ (4,425)</b>	<b>\$ 808,688</b>	<b>\$ 67,078</b>	<b>9.04 %</b>

# 5100 - Planning and Building

## Community Development Administration Budget Detail

	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
Compensation	11801	511000	Full-Time Salaries	\$ 381,676	\$ 370,925	\$ 281,836	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	11801	514800	Longevity	\$ 825	\$ 423	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	11801	513000	Overtime	\$ 5,411	\$ (219)	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	<b>Subtotal Compensation</b>			\$ 387,912	\$ 371,130	\$ 281,836	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
Expenses	11802	524500	Repair & Maint. Office Equip.	\$ 4,386	\$ 7,758	\$ 4,215	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	11802	530000	Prof. and Tech Services	\$ 12,384	\$ 16,000	\$ 3,632	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	11802	530016	Conferences & Prof. Dev	\$ 1,500	\$ 1,133	\$ 2,017	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	11802	531900	Advertising	\$ 738	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	11802	534100	Telephone	\$ 1,393	\$ 2,273	\$ 1,999	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	11802	534600	Printing and Mailing	\$ —	\$ 116	\$ 152	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	11802	573000	Dues and Membership	\$ 1,421	\$ 793	\$ 1,338	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	<b>Subtotal Contract Services</b>			\$ 21,822	\$ 28,072	\$ 13,353	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	11802	542100	Office Supplies	\$ 303	\$ 1,929	\$ 917	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
<b>Subtotal Supplies</b>			\$ 303	\$ 2,084	\$ 917	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
<b>Subtotal Expenses</b>			\$ 22,125	\$ 30,156	\$ 14,271	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
<b>Total 5110 Community Development Admin</b>			\$ 410,036	\$ 401,287	\$ 296,107	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%

Note: The Community Development Admin. budget was discontinued in FY2025. Staff and expenses were transferred to Planning, Building and Inspections, and DPW Engineering.

# 5100 - Planning and Building

## Planning Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Comp.	11751	511000	Full-Time Salaries	\$ 165,473	\$ 135,792	\$ 214,388	\$ 252,806	\$ 298,815	\$ —	\$ —	\$ 298,815	\$ 46,009	18.2 %
	11751	513000	Overtime	\$ 922	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Compensation</b>			\$ 166,395	\$ 135,792	\$ 214,388	\$ 252,806	\$ 298,815	\$ —	\$ —	\$ 298,815	\$ 46,009	18.2 %
Expenses	11752	530000	Prof. and Tech Services	\$ 28,309	\$ 15,769	\$ 66,833	\$ 23,100	\$ 25,000	\$ —	\$ —	\$ 25,000	\$ 1,900	8.2 %
	11752	530016	Conferences & Prof. Dev	\$ —	\$ —	\$ —	\$ 1,500	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ 3,500	233.3 %
	11752	531900	Advertising	\$ 68	\$ 372	\$ 3,000	\$ 5,000	\$ 5,500	\$ —	\$ —	\$ 5,500	\$ 500	10.0 %
	11752	534700	Printing	\$ 63	\$ —	\$ 207	\$ 700	\$ 1,200	\$ —	\$ —	\$ 1,200	\$ 500	71.4 %
	11752	571000	In-State Travel	\$ —	\$ —	\$ —	\$ 1,500	\$ 700	\$ —	\$ —	\$ 700	\$ (800)	(53.3)%
	11752	573000	Dues and Membership	\$ 296	\$ —	\$ —	\$ 1,255	\$ 1,544	\$ —	\$ —	\$ 1,544	\$ 289	23.0 %
	<b>Subtotal Contract Services</b>			\$ 28,736	\$ 16,141	\$ 70,040	\$ 33,055	\$ 38,944	\$ —	\$ —	\$ 38,944	\$ 5,889	17.8 %
	11752	542100	Office Supplies	\$ 268	\$ 392	\$ 249	\$ 1,050	\$ 847	\$ —	\$ —	\$ 847	\$ (203)	(19.3)%
11752	552900	Books and Periodicals	\$ 230	\$ —	\$ —	\$ 300	\$ 350	\$ —	\$ —	\$ 350	\$ 50	16.7 %	
<b>Subtotal Supplies</b>			\$ 498	\$ 392	\$ 249	\$ 1,350	\$ 1,197	\$ —	\$ —	\$ 1,197	\$ (153)	(11.3)%	
<b>Subtotal Expenses</b>			\$ 29,234	\$ 16,533	\$ 70,290	\$ 34,405	\$ 40,141	\$ —	\$ —	\$ 40,141	\$ 5,736	16.7 %	
<b>Total 5120 Planning</b>			\$ 195,629	\$ 152,325	\$ 284,677	\$ 287,211	\$ 338,956	\$ —	\$ —	\$ 338,956	\$ 51,745	18.0 %	

# 5100 - Planning and Building

## Building Inspections Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	12411	511000	Full-Time Salaries	\$ 84,676	\$ 114,676	\$ 179,792	\$ 276,875	\$ 287,184	\$ —	\$ —	\$ 287,184	\$ 10,309	3.7 %
	12411	511100	Part-Time Salaries	\$ 56,334	\$ 127,186	\$ 114,374	\$ 121,164	\$ 123,374	\$ —	\$ —	\$ 123,374	\$ 2,210	1.8 %
	12411	514800	Longevity	\$ 1,481	\$ 875	\$ 875	\$ 875	\$ 925	\$ —	\$ —	\$ 925	\$ 50	5.7 %
	12411	519900	Staff Stipends	\$ 2,025	\$ 6,412	\$ 8,038	\$ 10,275	\$ 10,734	\$ —	\$ —	\$ 10,734	\$ 459	4.5 %
	12411	513000	Overtime	\$ 8,887	\$ 1,580	\$ —	\$ 2,500	\$ 2,500	\$ —	\$ —	\$ 2,500	\$ —	— %
	<b>Subtotal Compensation</b>			\$ 153,403	\$ 250,729	\$ 303,079	\$ 411,689	\$ 424,717	\$ —	\$ —	\$ 424,717	\$ 13,028	3.2 %
Expenses	12412	524500	Repair & Maint. Office Equip.	\$ 120	\$ 166	\$ —	\$ 3,900	\$ 4,200	\$ —	\$ —	\$ 4,200	\$ 300	7.7 %
	12412	530000	Prof. and Tech Services	\$ 7,475	\$ 12,874	\$ 11,470	\$ 30,400	\$ 30,400	\$ —	\$ —	\$ 30,400	\$ —	— %
	12412	530016	Conferences & Prof. Dev	\$ —	\$ —	\$ —	\$ 2,000	\$ 3,540	\$ —	\$ —	\$ 3,540	\$ 1,540	77.0 %
	12412	531300	Joint Inspection Program	\$ 89,152	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	12412	534100	Telephone	\$ 1,920	\$ 1,920	\$ 1,920	\$ 3,000	\$ 4,425	\$ —	\$ (4,425)	\$ —	\$ (3,000)	(100.0)%
	12412	534600	Printing and Mailing	\$ 471	\$ 603	\$ 174	\$ 728	\$ 600	\$ —	\$ —	\$ 600	\$ (128)	(17.6)%
	12412	571000	In-State Travel	\$ 1,476	\$ 1,870	\$ 381	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	12412	573000	Dues and Membership	\$ 275	\$ 398	\$ 14	\$ 832	\$ 832	\$ —	\$ —	\$ 832	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 100,888	\$ 18,686	\$ 13,959	\$ 40,860	\$ 45,797	\$ —	\$ (4,425)	\$ 41,372	\$ 512	1.3 %
12412	542100	Office Supplies	\$ 748	\$ 795	\$ 1,133	\$ 1,150	\$ 2,143	\$ —	\$ —	\$ 2,143	\$ 993	86.3 %	
12412	552900	Books and Periodicals	\$ —	\$ 350	\$ —	\$ 700	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ 800	114.3 %	
<b>Subtotal Supplies</b>			\$ 748	\$ 1,145	\$ 1,133	\$ 1,850	\$ 3,643	\$ —	\$ —	\$ 3,643	\$ 1,793	96.9 %	
<b>Subtotal Expenses</b>			\$ 101,636	\$ 19,831	\$ 15,092	\$ 42,710	\$ 49,440	\$ —	\$ (4,425)	\$ 45,015	\$ 2,305	5.4 %	
<b>Total 5130 Building Inspections</b>			\$ 255,039	\$ 270,560	\$ 318,171	\$ 454,399	\$ 474,157	\$ —	\$ (4,425)	\$ 469,732	\$ 15,333	3.4 %	

# 5100 - Planning and Building

## Engineering Budget Detail

			FY2022	FY2023	FY2024	FY2025	TA	Budget	FY2026	Dollar	Percent	
Compensati	Org	Object	Description	Actual	Actual	Actual	Approp.	Adj.	Realign	TA Rec.	Change	Change
		14111	511000	Full-Time Salaries	\$ 409	\$ (1,764)	\$ 108,232	\$ —	\$ —	\$ —	\$ —	\$ —
	14111	511100	Part-Time Salaries	\$ 11,664	\$ 12,756	\$ 13,015	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Compensation</b>			\$ 12,073	\$ 10,991	\$ 123,386	\$ —	\$ —	\$ —	\$ —	\$ —	— %
Expenses	14112	524303	Rock Meadow Maintenance	\$ 7,000	\$ 7,000	\$ 1,804	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	14112	524500	Repair & Maint. Office Equip.	\$ 40	\$ —	\$ 84	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	14112	534100	Telephone	\$ 480	\$ 480	\$ 480	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	14112	534600	Printing and Mailing	\$ 26	\$ 67	\$ 62	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	14112	571000	In-State Travel	\$ 1,183	\$ 1,471	\$ 604	\$ —	\$ —	\$ —	\$ —	\$ —	— %
		<b>Subtotal Contract Services</b>			\$ 8,730	\$ 9,018	\$ 3,033	\$ —	\$ —	\$ —	\$ —	\$ —
	14112	542900	Engineering & Drafting Supplies	\$ 167	\$ 129	\$ 212	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Supplies</b>			\$ 167	\$ 129	\$ 212	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Expenses</b>			\$ 8,897	\$ 9,147	\$ 3,245	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Total 5140 Engineering</b>			\$ 20,970	\$ 20,138	\$ 126,631	\$ —	\$ —	\$ —	\$ —	\$ —	— %

Note: The Community Development Engineering budget was discontinued in FY2025. Staff and expenses were transferred to DPW Engineering.

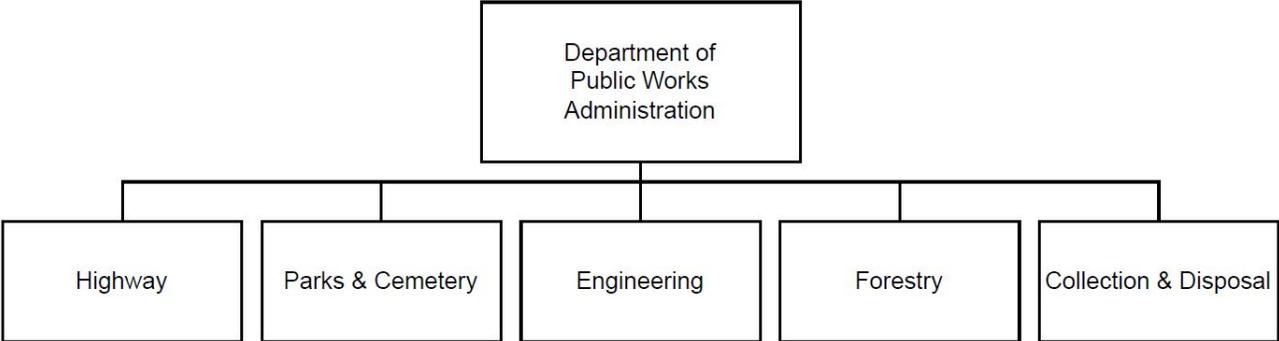
# 5200 - Public Works

## Program Overview

The Department of Public Works (DPW) primary program responsibilities are: Engineering, Street Maintenance, Central Fleet Maintenance, Parks Maintenance, Cemetery Maintenance, Forestry Service, Street Lighting, Solid Waste Collection and Disposal, Water Administration, Distribution, and Maintenance Services, and Sanitary Sewer and Stormwater Maintenance.

These services include policy, planning, administration, budgeting, contracts, supervising personnel, customer service, capital equipment and projects, and the allocation of the DPW's limited resources.

The DPW budget is large, complex, and includes many services and maintenance challenges that change seasonally as well as yearly. Today, because of funding limitations, infrastructure maintenance is mainly reactive and changes from year to year based on repair needs. The budgeted estimated average is based on the department's past experience; however the DPW will always be required to respond to needs as they arise.



**5200 - Public Works**

**Staffing and Structure**

The DPW staffing for FY2026 is projected at 22.68 FTEs, a reduction of 4 due to outsourcing at the Cemetery. The DPW is running a very lean operation.

Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Public Works Administration	3	3	3	3	3	3	3	3
Engineering	—	—	—	—	—	—	3.38	3.38
Street Maintenance	6	6	6	6	6	6	5	5
Central Fleet Maintenance HWY Facilities	4	4	4	4	4	4	4	4
Parks	5.3	5.3	5.3	5.3	5.3	5.3	5.3	5.3
Forestry	1.5	1.5	0.1	0.1	0.1	0.1	0.5	0.5
Cemetery	5.66	5.66	6.16	6.16	6.16	6.16	6.16	1.72
Collection and Disposal	1.63	1.63	1.63	—	—	—	—	—
<b>Total</b>	<b>27.09</b>	<b>27.09</b>	<b>26.19</b>	<b>24.56</b>	<b>24.56</b>	<b>24.56</b>	<b>27.34</b>	<b>22.90</b>

**Budget Recommendations**

The FY2026 budget request for Public Works is \$8,681,769, which is a decrease of \$(6,973) or (0.08)% from the FY2025 budget. Several factors impact the DPW budget - a new union contract which supported a market rate increase for staff, partially funded by outsourcing some cemetery operations; recognition of savings from converting Belmont’s street lights to LEDs; consolidation of cell phone costs at Information Technology; and a new policy to begin charging a fee for disposing of bulky items and mattresses. The final item will include a new revolving fund to retain and spend the fee.

Compensation is \$2,599,427, a decrease of \$(109,930) or (4.06)% due to a reduction of 4.0 FTEs at Cemetery due to outsourcing, which offsets contractually obligated salary increases.

Expenses are \$6,082,342, an increase of \$102,957 or 1.72% which is largely due to the increased costs for the Town’s contract for collection and disposal services.

# 5200 - Public Works

## Public Works Budget Summary

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Compensation	\$ 2,022,462	\$ 2,094,539	\$ 2,067,314	\$ 2,709,357	\$ 2,599,427	\$ —	\$ —	\$ 2,599,427	\$ (109,930)	(4.06)%
Expenses	\$ 5,419,332	\$ 5,236,793	\$ 5,687,013	\$ 5,979,385	\$ 6,248,292	\$ (162,000)	\$ (3,950)	\$ 6,082,342	\$ 102,957	1.72 %
<b>Total 5200 Public Works</b>	<b>\$ 7,441,794</b>	<b>\$ 7,331,332</b>	<b>\$ 7,754,327</b>	<b>\$ 8,688,742</b>	<b>\$ 8,847,719</b>	<b>\$ (162,000)</b>	<b>\$ (3,950)</b>	<b>\$ 8,681,769</b>	<b>\$ (6,973)</b>	<b>(0.08)%</b>

Division Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Total 5210 DPW Admin	\$ 284,322	\$ 318,674	\$ 297,558	\$ 363,539	\$ 383,661	\$ —	\$ —	\$ 383,661	\$ 20,122	5.53 %
Total 5215 Engineering	\$ —	\$ —	\$ —	\$ 428,221	\$ 443,672	\$ —	\$ (1,410)	\$ 442,262	\$ 14,041	3.28 %
Total 5221 Highway	\$ 772,097	\$ 805,879	\$ 1,078,253	\$ 803,573	\$ 825,242	\$ —	\$ (510)	\$ 824,732	\$ 21,159	2.63 %
Total 5222 Snow & Ice	\$ 968,472	\$ 716,588	\$ 591,291	\$ 794,930	\$ 814,497	\$ —	\$ —	\$ 814,497	\$ 19,567	2.46 %
Total 5223 Street Lighting	\$ 174,995	\$ 143,418	\$ 114,918	\$ 155,000	\$ 155,000	\$ (20,000)	\$ —	\$ 135,000	\$ (20,000)	(12.90)%
Total 5224 Fleet Maintenance	\$ 549,232	\$ 563,657	\$ 555,436	\$ 606,566	\$ 609,860	\$ —	\$ —	\$ 609,860	\$ 3,295	0.54 %
Total 5231 Parks	\$ 505,217	\$ 450,438	\$ 593,749	\$ 622,787	\$ 770,596	\$ —	\$ (1,520)	\$ 769,076	\$ 146,289	23.49 %
Total 5232 Cemetery	\$ 460,037	\$ 504,223	\$ 488,622	\$ 583,131	\$ 337,359	\$ —	\$ (510)	\$ 336,849	\$ (246,282)	(42.23)%
Total 5235 Forestry	\$ 633,959	\$ 514,180	\$ 438,477	\$ 500,880	\$ 500,880	\$ —	\$ —	\$ 500,880	\$ —	— %
Total 5240 Collection & Disposal	\$ 3,093,463	\$ 3,314,276	\$ 3,596,024	\$ 3,830,114	\$ 4,006,952	\$ (142,000)	\$ —	\$ 3,864,952	\$ 34,838	0.91 %
<b>Total 5200 Public Works</b>	<b>\$ 7,441,794</b>	<b>\$ 7,331,332</b>	<b>\$ 7,754,327</b>	<b>\$ 8,688,742</b>	<b>\$ 8,847,719</b>	<b>\$ (162,000)</b>	<b>\$ (3,950)</b>	<b>\$ 8,681,769</b>	<b>\$ (6,973)</b>	<b>(0.08)%</b>

# 5210 - Public Works Administration

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## Program Overview

This program provides central administrative services for all 14 major Public Works programs as detailed below. These services include policy, planning, administration, budget,

capital equipment and projects, contracts, personnel, customer service as well as the allocation and coordination of resources.

## FY2024-25 Achievements

- DPW representative to the Transportation Advisory Committee, Community Path Project Committee, Water Advisory Board, High School/Middle School Transportation Committee, Cemetery Commission, Community Preservation Committee, Energy Committee and a variety of Boards, Commissions and Committee's as required.
- Continued updating of the recent Stormwater Bylaw and the Residential Snow Removal Bylaw.
- On-going work with the MA DEP in regards to the regulatory process of capping the former ash landfill at the Incinerator Site.
- Continued to work with and provide staff support to the Board of Cemetery Commissioners and Water Advisory Board.
- Continued management, procurement and specifications of the vehicle/equipment replacement program.
- Prepare, award and administer all contracts related to outside services and/or materials for most Town departments.
- Represented the Town as a member of the Massachusetts Water Resources Authority Advisory Board and the Arlington-Belmont-Cambridge Stormwater Committee.
- Provided training for DPW supervisors, equipment mechanics, equipment operators for their respective activities as well as providing supervisors and staff specific training to improve ice and snow operations.
- Continued updates for the water and sewer financial plan.

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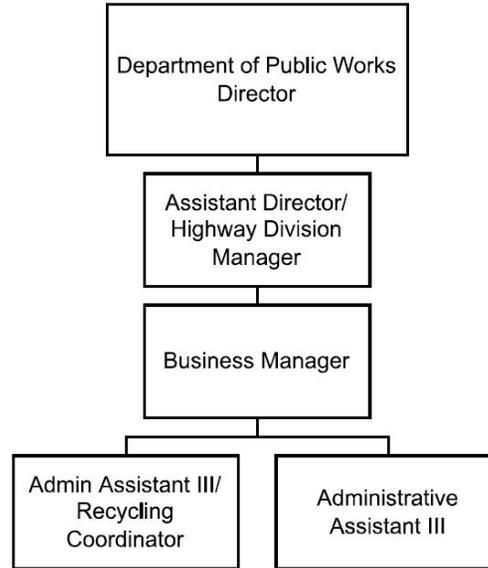
## FY2026 Goals

- Provide central administrative services for all Public Works functions to Town staff and the general public.
- Continue to provide customer service to Belmont residents.

**Staffing and Structure**

The DPW Administrative Office is made up of 3 FTEs. The DPW Assistant Director also acts as the Highway Division Manager and one of the Administrative Assistants also acts

as the Recycling Coordinator which displays the DPW's commitment to finding efficiencies within the department.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Director	1	1	1	1	1	1	1	1
Business Manager	1	1	1	1	1	1	1	1
Admin Assistant III	1	1	1	—	—	—	—	—
Admin Assistant III/Recycle Coordinator*	—	—	—	1	1	1	1	1
<b>Subtotal</b>	<b>3</b>							

\*The role of Recycling Coordinator has been absorbed within an Administrative Assistant role in the Admin. Division.

# 5210 - Public Works Administration

## Budget Recommendations

The FY2026 budget request for the DPW Admin Division is \$383,661, which is an increase of \$20,122 or 5.53% from the FY2025 budget. Compensation is \$363,696, an increase of

\$18,197 or 5.27% due to cost of living adjustments. Expenses are \$19,965, an increase of \$1,925 or 10.67% due to an increase in advertising and dues and membership costs.

### DPW Admin Budget Summary

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Compensation	\$ 271,701	\$ 305,547	\$ 281,447	\$ 345,499	\$ 363,696	\$ —	\$ —	\$ 363,696	\$ 18,197	5.3 %
Expenses	\$ 12,621	\$ 13,127	\$ 16,111	\$ 18,040	\$ 19,965	\$ —	\$ —	\$ 19,965	\$ 1,925	10.7 %
<b>Total 5210 DPW Administration</b>	<b>\$ 284,322</b>	<b>\$ 318,674</b>	<b>\$ 297,558</b>	<b>\$ 363,539</b>	<b>\$ 383,661</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 383,661</b>	<b>\$ 20,122</b>	<b>5.5 %</b>

### DPW Admin Budget Detail

Comp.	Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change	
				14211	511000	Full-Time Salaries	\$ 271,701	\$ 305,547	\$ 281,447	\$ 345,499	\$ 363,696	\$ —	\$ —	\$ 363,696
<b>Subtotal Compensation</b>				<b>\$ 271,701</b>	<b>\$ 305,547</b>	<b>\$ 281,447</b>	<b>\$ 345,499</b>	<b>\$ 363,696</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 363,696</b>	<b>\$ 18,197</b>	<b>5.3 %</b>	
Expenses	14212	519700	Tuition Reimbursement	\$ 554	\$ 801	\$ 1,492	\$ 3,180	\$ 3,180	\$ —	\$ —	\$ 3,180	\$ —	— %	
	14212	530001	Medical Bills	\$ 2,308	\$ 1,862	\$ —	\$ 2,060	\$ 2,060	\$ —	\$ —	\$ 2,060	\$ —	— %	
	14212	531700	Employee Training	\$ 1,333	\$ 1,031	\$ 1,814	\$ 1,595	\$ 1,595	\$ —	\$ —	\$ 1,595	\$ —	— %	
	14212	531900	Advertising	\$ 2,099	\$ 1,191	\$ 2,044	\$ 1,545	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ 1,455	94.2 %	
	14212	571000	In-State Travel	\$ 890	\$ 931	\$ 4,159	\$ 2,900	\$ 2,900	\$ —	\$ —	\$ 2,900	\$ —	— %	
	14212	573000	Dues and Membership	\$ 1,077	\$ 1,116	\$ 872	\$ 1,030	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ 470	45.6 %	
	<b>Subtotal Contract Services</b>				<b>\$ 8,262</b>	<b>\$ 6,933</b>	<b>\$ 10,381</b>	<b>\$ 12,310</b>	<b>\$ 14,235</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 14,235</b>	<b>\$ 1,925</b>	<b>15.6 %</b>
	14212	542100	Office Supplies	\$ 3,245	\$ 4,188	\$ 3,090	\$ 3,090	\$ 3,090	\$ —	\$ —	\$ 3,090	\$ —	— %	
	14212	553100	Public Works Supplies	\$ 1,114	\$ 2,007	\$ 2,640	\$ 2,640	\$ 2,640	\$ —	\$ —	\$ 2,640	\$ —	— %	
	<b>Subtotal Supplies</b>				<b>\$ 4,359</b>	<b>\$ 6,195</b>	<b>\$ 5,730</b>	<b>\$ 5,730</b>	<b>\$ 5,730</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 5,730</b>	<b>\$ —</b>	<b>— %</b>
<b>Subtotal Expenses</b>				<b>\$ 12,621</b>	<b>\$ 13,127</b>	<b>\$ 16,111</b>	<b>\$ 18,040</b>	<b>\$ 19,965</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 19,965</b>	<b>\$ 1,925</b>	<b>10.7 %</b>	
<b>Total 5210 DPW Admin</b>				<b>\$ 284,322</b>	<b>\$ 318,674</b>	<b>\$ 297,558</b>	<b>\$ 363,539</b>	<b>\$ 383,661</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 383,661</b>	<b>\$ 20,122</b>	<b>5.5 %</b>	

# 5215 - Engineering

## Program Overview

The Engineering Division performs design, review, implementation and permanent record keeping of municipal infrastructure improvement programs including

major road reconstruction and sanitary sewer and storm drain repairs. It also provides municipal engineering services.

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## FY2024-25 Achievements

- *Community Path Project Committee (CPPC)* - Worked with and provided support to the CPPC and consultant team on the design of Phase 1 of the path. Ongoing meetings with the MBTA and MassDOT to satisfy design requirements and meet state and federal funding guidelines. Assisted with the development of an RFP and the selection of a designer for Phase 2 of the path.
- *Concord Avenue Bike Lanes and Bus Stops* – Assisted the Transportation Advisory Committee with the implementation of reconfigured bike and parking lanes. Worked with the MBTA to finalize bus stop locations along the corridor.
- *Former Incinerator Site* – Continued working with the Town Administrator, and an environmental consultant on the future capping of the site. Completed a significant amount of environmental analysis. Waiting for feedback from DEP and approval to begin designing the cap for the site.
- *Trapelo Road Culvert* – Worked with the City of Waltham to complete the design process for a new culvert to replace the 100 year old field stone culvert that is failing under Trapelo Road at Beaver Brook.

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## FY2026 Goals

- Implement a semi-automated analysis tool for Pavement Management Program budgeting and planning to improve efficiency with reconstruction and maintenance of roadways.
- Continue to develop projects, and design and construct improvements to the sanitary sewer and storm drain systems with a particular focus on removing sources of infiltration and inflow and correcting illicit connections impacting clean water quality of stormwater.
- Provide traffic engineering services, evaluating potential crosswalk locations, traffic control measures such as stop sign placement, improved pedestrian and bicycle accommodations.
- Provide staff support to the Transportation Advisory Committee and the Conservation Commission.
- To support a potential policy discussion around the creation of a Stormwater Enterprise fund at the 2025 Annual Town Meeting in May 2025.

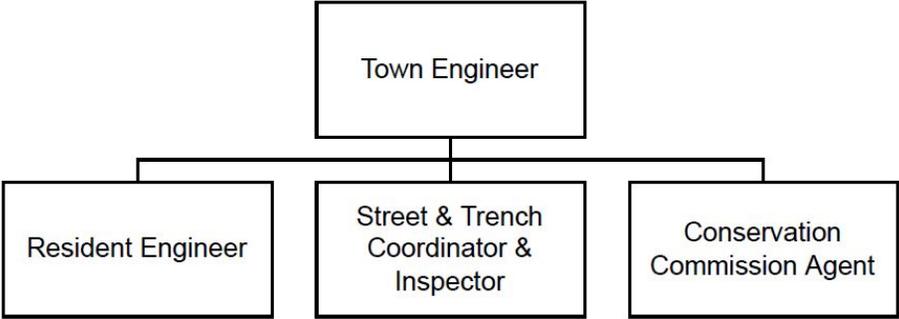
**5215 - Engineering**

**Staffing and Structure**

The Engineering division oversees all major infrastructure improvements in the Town including sanitary sewer, storm drain, and road repair work valued into the several millions of dollars. Municipal engineering services are also provided when time and resources allow.

The Resident Engineer position that was eliminated in FY2022 was restored in FY2025 as part of an overall restructuring with the Office of Planning and Building.

The Conservation Agent spends a considerable amount of time managing the Rock Meadow Conservation Land.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Town Engineer	—	—	—	—	—	—	1	1
Resident Engineer	—	—	—	—	—	—	1	1
Street & Trench Coord & Insp	—	—	—	—	—	—	1	1
Conservation Commission Agent	—	—	—	—	—	—	0.38	0.38
<b>Subtotal</b>	—	—	—	—	—	—	<b>3.38</b>	<b>3.38</b>

\*\*The Engineering Division was restructured in FY2025 under Public Works. Several staff transferred from other areas of municipal operations - Town Engineer and Conservation Commission Agent from Community Development, Street & Trench Coordinator from Street Maintenance. The Stormwater Manager in Sewer Enterprise also reports to Engineering. The Resident Engineer is the restoration of a position cut after the failed April 2021 override.

# 5215 - Engineering

## Budget Recommendations

The FY2026 budget request for the DPW Engineering Division is \$442,262, which is an increase of \$14,041 or 3.2% from FY2025. The bulk of that increase is in Compensation

which is funded at \$412,248, which is an increase of \$13,827 or 3.4%, due to contractual obligations. Expenses are \$30,014, an increase of \$214 or 0.7% from FY2025.

### Engineering Budget Summary

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Compensation	\$ —	\$ —	\$ —	\$ 398,421	\$ 412,248	\$ —	\$ —	\$ 412,248	\$ 13,827	3.4 %
Expenses	\$ —	\$ —	\$ —	\$ 29,800	\$ 31,424	\$ —	\$ (1,410)	\$ 30,014	\$ 214	0.7 %
<b>Total 5215 Engineering</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 428,221</b>	<b>\$ 443,672</b>	<b>\$ —</b>	<b>\$ (1,410)</b>	<b>\$ 442,262</b>	<b>\$ 14,041</b>	<b>3.2 %</b>

### Engineering Budget Detail

	Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Comp.	14271	511000	Full-Time Salaries	\$ —	\$ —	\$ —	\$ 372,411	\$ 379,650	\$ —	\$ —	\$ 379,650	\$ 7,239	1.9 %
	14271	511100	Part-Time Salaries	\$ —	\$ —	\$ —	\$ 26,010	\$ 28,128	\$ —	\$ —	\$ 28,128	\$ 2,118	8.1 %
	14271	519900	Uniform Allowance	\$ —	\$ —	\$ —	\$ —	\$ 4,470	\$ —	\$ —	\$ 4,470	\$ 4,470	— %
	<b>Subtotal Compensation</b>			<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 398,421</b>	<b>\$ 412,248</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 412,248</b>	<b>\$ 13,827</b>	<b>3.5 %</b>
Expenses	14272	524303	Rock Meadow Maintenance	\$ —	\$ —	\$ —	\$ 7,000	\$ 7,000	\$ —	\$ —	\$ 7,000	\$ —	— %
	14272	530000	Prof. and Tech Services	\$ —	\$ —	\$ —	\$ 8,000	\$ 8,000	\$ —	\$ —	\$ 8,000	\$ —	— %
	14272	530016	Conferences & Prof. Dev	\$ —	\$ —	\$ —	\$ 1,000	\$ 1,000	\$ —	\$ —	\$ 1,000	\$ —	— %
	14272	534100	Telephone	\$ —	\$ —	\$ —	\$ 3,500	\$ 3,500	\$ —	\$ (1,410)	\$ 2,090	\$ (1,410)	(40.3)%
	14272	571000	In-State Travel	\$ —	\$ —	\$ —	\$ 3,700	\$ 5,124	\$ —	\$ —	\$ 5,124	\$ 1,424	38.5 %
	<b>Subtotal Contract Services</b>			<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 23,200</b>	<b>\$ 24,624</b>	<b>\$ —</b>	<b>\$ (1,410)</b>	<b>\$ 23,214</b>	<b>\$ 14</b>	<b>0.1 %</b>
	14272	542100	Office Supplies	\$ —	\$ —	\$ —	\$ 6,300	\$ 6,300	\$ —	\$ —	\$ 6,300	\$ —	— %
	14272	542900	Engineering & Drafting Supplies	\$ —	\$ —	\$ —	\$ 300	\$ 500	\$ —	\$ —	\$ 500	\$ 200	66.7 %
<b>Subtotal Supplies</b>			<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 6,600</b>	<b>\$ 6,800</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 6,800</b>	<b>\$ 200</b>	<b>3.0 %</b>	
<b>Subtotal Expenses</b>			<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 29,800</b>	<b>\$ 31,424</b>	<b>\$ —</b>	<b>\$ (1,410)</b>	<b>\$ 30,014</b>	<b>\$ 214</b>	<b>0.7 %</b>	
<b>Total 5215 Engineering</b>			<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 428,221</b>	<b>\$ 443,672</b>	<b>\$ —</b>	<b>\$ (1,410)</b>	<b>\$ 442,262</b>	<b>\$ 14,041</b>	<b>3.3 %</b>	

### Program Overview

Provide repair, patching, general maintenance, cleaning, signing and painting crosswalks, center and parking lines on Belmont's 78 miles of public ways, 8 miles of private ways and 97.34 miles of paved sidewalks. All public and private roads and Town-owned parking lots are cleared and treated during snow and ice conditions. Manage, schedule and provide the resources for vehicle maintenance and repair for all Town-owned equipment.

Included in this program is funding to provide the base facility for Highway Division operations. The Highway Division is responsible for the cleaning, planting, mowing and maintenance of 52 separate deltas, islands and public spaces totaling about 53 acres.

The Highway Division maintains a 24/7/365 emergency response capability for all Highway programs and other Departments that require support and assistance.

The Highway Division is responsible for the maintenance, construction and repair of the sanitary sewer system. This includes 76 miles of main lines, 6,700 service lines to buildings on both public and private ways and three pumping stations. This program is user-fee funded and sanitary sewer fees are based on 100% of metered water consumption with rates set annually by the Select Board.

The Highway Division is also responsible for the maintenance, construction and repair of the storm drain system. This includes 54 miles of main lines, one pumping station and 2,000 catch basins. Since local brooks, streams and water bodies receive waters for the storm drain system, the Highway Division maintains these resources. This program is funded as part of the sanitary sewer user fee; however, Town Meeting may be asked to consider creating a Stormwater Enterprise Fund to provide a dedicated funding stream for this important function.

The Highway Division manages a Central Fleet Maintenance operation for all town-owned vehicles and equipment. Staff provides a wide range of vehicle maintenance and repair services at this facility, which serves as the base facility for all Highway Division operations and provides storage for all Highway Division vehicles, some Parks & Cemetery Division vehicles, and the Health Department Animal Control pick-up truck.

The DPW contracts with a tree service company to care for, remove, and replant the 10,000 or so public shade trees. Public Works staff also assist in this program as necessary.

### FY2024-25 Achievements

- Completed work to replace the 37-year-old fuel tanks with a new double-walled bifurcated tank.
- Secured funding for the Trapelo Road Culvert. This project is being shared 50/50 with the City of Waltham. Similar to the Claflin culvert, the current culvert at Trapelo is structurally compromised and is inadequate to take on water flow surges. This project finished in the summer of 2024.
- Repaired over 30,000 square feet of public sidewalks.
- Planned, procured, organized, directed and administered private contractors for snow and ice operations.
- Ongoing work with our consultants to fine-tune the townwide sidewalk assessment.
- Ongoing administrative duties as the representative to the Regional Household Hazardous Waste Program and community sanitation.
- Removed and replaced the Claflin Street Culvert. The previous culvert was structurally compromised and inefficiently designed to take on water surges. The new design minimizes potential overflows and contains debris to prevent it from hindering flow functionality.
- Continued to manage, procure and define specifications for the vehicle/equipment replacement program.

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### FY2026 Goals

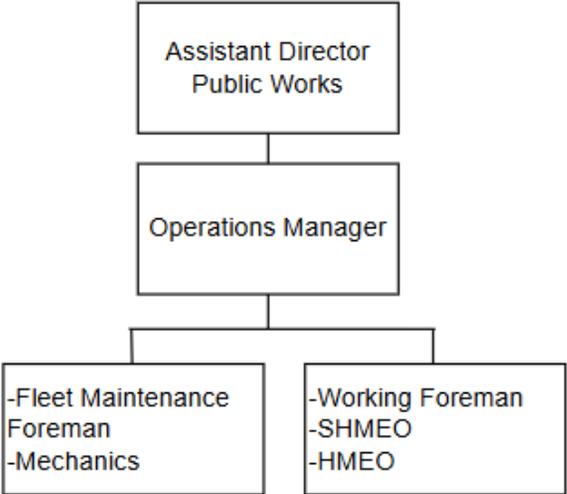
- Provide snow and ice control for all public ways and minor maintenance to private ways.
- Provide maintenance and repair for about 166 vehicles and 350 small pieces of town-owned equipment.
- Provide resources to clean, plant, mow and maintain 53 acres of Town property.

**5220 - Public Works Highway Division**

**Staffing and Structure**

The Highway Department is made up of 9 FTEs including the Assistant DPW Director. These employees are tasked

with Belmont’s street maintenance and the maintenance of Belmont’s central fleet.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
<u>Street Maintenance</u>								
Assistant Director	1	1	1	1	1	1	1	1
Operations Manager	1	1	1	1	1	1	1	1
Working Foreman	1	1	1	1	1	1	1	1
Street & Trench Coord & Insp**	1	1	1	1	1	1	—	—
SHMEO/Laborer	2	2	2	2	2	2	2	2
Subtotal	6	6	6	6	6	6	5	5
<u>Central Fleet Maintenance HWY Facilities</u>								
Shop Foreman	1	1	1	1	1	1	1	1
Mechanic	3	3	3	3	3	3	3	3
Subtotal	4	4	4	4	4	4	4	4
Total	10	10	10	10	10	10	9	9

\*\*The Street & Trench Coordinator transferred to the Engineering Division in FY2025.

**5220 - Public Works Highway Division**

**Budget Recommendations**

The FY2026 budget request for the Highway Division is \$2,384,089, which is an increase of \$24,020 or 1.02% from the FY2025 budget.

Street lighting expenses include \$15,000 to absorb the cost of traffic light maintenance from Belmont Light. As smart lights have become more complex, the task can't be absorbed by existing staff any longer and has been outsourced.

Compensation is \$1,066,614, an increase of \$49,530 or 4.87% due to contractual obligations.

Expenses are \$1,317,475, a decrease of \$(25,510) or (1.90)% due to a savings in street lighting costs which offset increases in both street and vehicle maintenance costs.

**Highway Budget Summary**

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 1,056,814	\$ 1,045,703	\$ 978,777	\$ 1,017,084	\$ 1,066,614	\$ —	\$ —	\$ 1,066,614	\$ 49,530	4.9 %
Expenses	\$ 1,407,982	\$ 1,183,839	\$ 1,361,120	\$ 1,342,985	\$ 1,337,985	\$ (20,000)	\$ (510)	\$ 1,317,475	\$ (25,510)	(1.9)%
<b>Total 5220 Highway</b>	<b>\$ 2,464,796</b>	<b>\$ 2,229,542</b>	<b>\$ 2,339,897</b>	<b>\$ 2,360,069</b>	<b>\$ 2,404,599</b>	<b>\$ (20,000)</b>	<b>\$ (510)</b>	<b>\$ 2,384,089</b>	<b>\$ 24,020</b>	<b>1.0 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 5221 Highway	\$ 772,097	\$ 805,879	\$ 1,078,253	\$ 803,573	\$ 825,242	\$ —	\$ (510)	\$ 824,732	\$ 21,159	2.6 %
Total 5222 Snow & Ice	\$ 968,472	\$ 716,588	\$ 591,291	\$ 794,930	\$ 814,497	\$ —	\$ —	\$ 814,497	\$ 19,567	2.5 %
Total 5223 Street Lighting	\$ 174,995	\$ 143,418	\$ 114,918	\$ 155,000	\$ 155,000	\$ (20,000)	\$ —	\$ 135,000	\$ (20,000)	(12.9)%
Total 5224 Fleet Maintenance	\$ 549,232	\$ 563,657	\$ 555,436	\$ 606,566	\$ 609,860	\$ —	\$ —	\$ 609,860	\$ 3,295	0.5 %
<b>Total 5220 Highway</b>	<b>\$ 2,464,796</b>	<b>\$ 2,229,542</b>	<b>\$ 2,339,897</b>	<b>\$ 2,360,069</b>	<b>\$ 2,404,599</b>	<b>\$ (20,000)</b>	<b>\$ (510)</b>	<b>\$ 2,384,089</b>	<b>\$ 24,020</b>	<b>1.0 %</b>

# 5220 - Public Works Highway Division

## Highway Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	14221	511000	Full-Time Salaries	\$ 468,872	\$ 483,828	\$ 435,390	\$ 424,643	\$ 448,508	\$ —	\$ —	\$ 448,508	\$ 23,865	5.6 %
	14221	514000	On-Call Pay	\$ 13,954	\$ 13,029	\$ 14,021	\$ 14,515	\$ 15,754	\$ —	\$ —	\$ 15,754	\$ 1,239	8.5 %
	14221	514800	Longevity	\$ 2,825	\$ 3,175	\$ 3,775	\$ 3,775	\$ 3,075	\$ —	\$ —	\$ 3,075	\$ (700)	(18.5)%
	14221	515200	Other Stipends	\$ 10,028	\$ 10,130	\$ 9,860	\$ 10,415	\$ 6,680	\$ —	\$ —	\$ 3,380	\$ (3,735)	(35.9)%
	14221	513000	Overtime	\$ 93,071	\$ 87,354	\$ 127,401	\$ 115,000	\$ 121,000	\$ —	\$ —	\$ 121,000	\$ 6,000	5.2 %
	<b>Subtotal Compensation</b>			\$ 588,750	\$ 597,517	\$ 590,447	\$ 568,348	\$ 595,017	\$ —	\$ —	\$ 595,017	\$ 26,669	4.7 %
	14222	524500	Repair & Maint. Office Equip.	\$ 800	\$ 3,600	\$ 1,050	\$ 3,675	\$ 3,675	\$ —	\$ —	\$ 3,675	\$ —	— %
	14222	525100	Repair & Maintenance of Roads	\$ 73,455	\$ 76,965	\$ 48,170	\$ 86,700	\$ 86,700	\$ —	\$ —	\$ 86,700	\$ —	— %
	14222	529700	Soil Removal & Brush Disposal	\$ 6,905	\$ 20,000	\$ 7,703	\$ 20,000	\$ 15,000	\$ —	\$ —	\$ 15,000	\$ (5,000)	(25.0)%
	14222	531600	Police Details	\$ 1,049	\$ 1,516	\$ 5,517	\$ 5,345	\$ 5,345	\$ —	\$ —	\$ 5,345	\$ —	— %
	14222	534100	Telephone	\$ 648	\$ 840	\$ 551	\$ 1,105	\$ 1,105	\$ —	\$ (510)	\$ 595	\$ (510)	(46.2)%
	<b>Subtotal Contract Services</b>			\$ 82,856	\$ 102,922	\$ 62,991	\$ 116,825	\$ 111,825	\$ —	\$ (510)	\$ 111,315	\$ (5,510)	(4.7)%
Expenses	14222	550000	Medical Supplies	\$ 1,374	\$ 2,632	\$ 1,908	\$ 3,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ —	— %
	14222	553100	Public Works Supplies	\$ 18,867	\$ 18,260	\$ 20,258	\$ 20,400	\$ 20,400	\$ —	\$ —	\$ 20,400	\$ —	— %
	14222	553300	PW Supplies - Lines/Signs	\$ 61,555	\$ 65,853	\$ 64,783	\$ 75,000	\$ 75,000	\$ —	\$ —	\$ 75,000	\$ —	— %
	14222	553400	Sidewalk Repairs	\$ 18,695	\$ 18,695	\$ 94,185	\$ 20,000	\$ 20,000	\$ —	\$ —	\$ 20,000	\$ —	— %
	<b>Subtotal Supplies</b>			\$ 100,491	\$ 105,440	\$ 181,134	\$ 118,400	\$ 118,400	\$ —	\$ —	\$ 118,400	\$ —	— %
14223	587201	Sidewalk Capital Outlay	\$ —	\$ —	\$ 243,680	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
14223	525100	Repair & Maintenance of Roads	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
<b>Subtotal Minor Capital (Outlay)</b>			\$ —	\$ —	\$ 243,680	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
<b>Subtotal Expenses</b>			\$ 183,348	\$ 208,362	\$ 487,805	\$ 235,225	\$ 230,225	\$ —	\$ (510)	\$ 229,715	\$ (5,510)	(2.3)%	
<b>Total 5221 Highway</b>			\$ 772,097	\$ 805,879	\$1,078,253	\$ 803,573	\$ 825,242	\$ —	\$ (510)	\$ 824,732	\$ 21,159	2.6 %	

# 5220 - Public Works Highway Division

## Snow & Ice Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
Comp.	Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	Comp.	14231	514000	On-Call Pay	\$ 13,184	\$ 16,431	\$ 14,362	\$ 12,435	\$ 19,782	\$ —	\$ —	\$ 19,782	\$ 7,347
14231		513000	Overtime	\$ 186,044	\$ 148,321	\$ 92,792	\$ 122,195	\$ 134,415	\$ —	\$ —	\$ 134,415	\$ 12,220	10.0 %
<b>Subtotal Compensation</b>			\$ 199,227	\$ 164,752	\$ 107,154	\$ 134,630	\$ 154,197	\$ —	\$ —	\$ 154,197	\$ 19,567	14.5 %	
Expenses	14232	524400	Repair & Maint. Vehicles	\$ 41,305	\$ 50,422	\$ 52,308	\$ 48,165	\$ 48,165	\$ —	\$ —	\$ 48,165	\$ —	— %
	14232	529101	Snow Removal Contractors	\$ 418,462	\$ 244,664	\$ 223,470	\$ 187,305	\$ 187,305	\$ —	\$ —	\$ 187,305	\$ —	— %
	14232	531600	Police Details	\$ —	\$ —	\$ —	\$ 17,130	\$ 17,130	\$ —	\$ —	\$ 17,130	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 459,767	\$ 295,086	\$ 275,778	\$ 252,600	\$ 252,600	\$ —	\$ —	\$ 252,600	\$ —	— %
	14232	553100	Public Works Supplies	\$ 309,477	\$ 256,749	\$ 208,359	\$ 407,700	\$ 407,700	\$ —	\$ —	\$ 407,700	\$ —	— %
	<b>Subtotal Supplies</b>			\$ 309,477	\$ 256,749	\$ 208,359	\$ 407,700	\$ 407,700	\$ —	\$ —	\$ 407,700	\$ —	— %
<b>Subtotal Expenses</b>			\$ 769,244	\$ 551,835	\$ 484,137	\$ 660,300	\$ 660,300	\$ —	\$ —	\$ 660,300	\$ —	— %	
<b>Total 5222 Snow &amp; Ice</b>			\$ 968,472	\$ 716,588	\$ 591,291	\$ 794,930	\$ 814,497	\$ —	\$ —	\$ 814,497	\$ 19,567	2.5 %	

## Street Lighting Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
Expenses	Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	Expenses	14242	522500	Street Lighting	\$ 174,995	\$ 143,418	\$ 114,918	\$ 155,000	\$ 155,000	\$(20,000)	\$ —	\$ 135,000	\$(20,000)
<b>Subtotal Utilities</b>			\$ 174,995	\$ 143,418	\$ 114,918	\$ 155,000	\$ 155,000	\$(20,000)	\$ —	\$ 135,000	\$(20,000)	(12.9)%	
<b>Subtotal Expenses</b>			\$ 174,995	\$ 143,418	\$ 114,918	\$ 155,000	\$ 155,000	\$(20,000)	\$ —	\$ 135,000	\$(20,000)	(12.9)%	
<b>Total 5223 Street Lighting</b>			\$ 174,995	\$ 143,418	\$ 114,918	\$ 155,000	\$ 155,000	\$(20,000)	\$ —	\$ 135,000	\$(20,000)	(12.9)%	

# 5220 - Public Works Highway Division

## Fleet Maintenance Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	14251	511000	Full-Time Salaries	\$ 260,330	\$ 271,872	\$ 269,812	\$ 300,891	\$ 308,100	\$ —	\$ —	\$ 308,100	\$ 7,210	2.4 %
	14251	514800	Longevity	\$ 600	\$ 600	\$ 1,010	\$ 1,200	\$ 600	\$ —	\$ —	\$ 600	\$ (600)	(50.0)%
	14251	515200	Other Stipends	\$ 7,612	\$ 10,866	\$ 10,330	\$ 11,015	\$ 8,700	\$ —	\$ —	\$ 8,700	\$ (2,315)	(21.0)%
	14251	519001	Working Out of Grade	\$ 295	\$ 96	\$ 23	\$ 1,000	\$ —	\$ —	\$ —	\$ —	\$ (1,000)	(100)%
	<b>Subtotal Compensation</b>			<b>\$ 268,837</b>	<b>\$ 283,434</b>	<b>\$ 281,176</b>	<b>\$ 314,106</b>	<b>\$ 317,400</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 317,400</b>	<b>\$ 3,295</b>	<b>1.0 %</b>
14252 524400 Repair & Maint. Vehicles			\$ 19,025	\$ 17,476	\$ 20,095	\$ 20,400	\$ 20,400	\$ —	\$ —	\$ 20,400	\$ —	— %	
<b>Subtotal Contract Services</b>			<b>\$ 19,025</b>	<b>\$ 17,476</b>	<b>\$ 20,095</b>	<b>\$ 20,400</b>	<b>\$ 20,400</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 20,400</b>	<b>\$ —</b>	<b>— %</b>	
Expenses	14252	548000	Vehicle Supplies	\$ 53,798	\$ 54,414	\$ 63,922	\$ 65,055	\$ 65,055	\$ —	\$ —	\$ 65,055	\$ —	— %
	14252	548700	Motor Oil and Lube	\$ 13,753	\$ 8,646	\$ 10,135	\$ 10,250	\$ 10,250	\$ —	\$ —	\$ 10,250	\$ —	— %
	14252	548800	Tires and Tubes	\$ 13,259	\$ 5,331	\$ 11,199	\$ 12,060	\$ 12,060	\$ —	\$ —	\$ 12,060	\$ —	— %
	14252	553100	Public Works Supplies	\$ 51,688	\$ 53,294	\$ 54,731	\$ 55,680	\$ 55,680	\$ —	\$ —	\$ 55,680	\$ —	— %
	14252	558200	Other Supplies-Uniforms	\$ 3,437	\$ 4,546	\$ 5,070	\$ 5,170	\$ 5,170	\$ —	\$ —	\$ 5,170	\$ —	— %
	<b>Subtotal Supplies</b>			<b>\$ 135,936</b>	<b>\$ 126,232</b>	<b>\$ 145,057</b>	<b>\$ 148,215</b>	<b>\$ 148,215</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 148,215</b>	<b>\$ —</b>	<b>— %</b>
14252 548900 Gasoline			\$ 78,050	\$ 89,138	\$ 61,723	\$ 76,460	\$ 76,460	\$ —	\$ —	\$ 76,460	\$ —	— %	
<b>Subtotal Utilities</b>			<b>\$ 78,050</b>	<b>\$ 89,138</b>	<b>\$ 61,723</b>	<b>\$ 76,460</b>	<b>\$ 76,460</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 76,460</b>	<b>\$ —</b>	<b>— %</b>	
14253 587200 Capital Outlay Other			\$ 47,385	\$ 47,377	\$ 47,385	\$ 47,385	\$ 47,385	\$ —	\$ —	\$ 47,385	\$ —	— %	
<b>Subtotal Minor Capital (Outlay)</b>			<b>\$ 47,385</b>	<b>\$ 47,377</b>	<b>\$ 47,385</b>	<b>\$ 47,385</b>	<b>\$ 47,385</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 47,385</b>	<b>\$ —</b>	<b>— %</b>	
<b>Subtotal Expenses</b>			<b>\$ 280,395</b>	<b>\$ 280,223</b>	<b>\$ 274,260</b>	<b>\$ 292,460</b>	<b>\$ 292,460</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 292,460</b>	<b>\$ —</b>	<b>— %</b>	
<b>Total 5224 Fleet Maintenance</b>			<b>\$ 549,232</b>	<b>\$ 563,657</b>	<b>\$ 555,436</b>	<b>\$ 606,566</b>	<b>\$ 609,860</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 609,860</b>	<b>\$ 3,295</b>	<b>0.5 %</b>	

# 5230 - Public Works Parks Division

## Program Overview

Parks supports the cleaning, mowing, maintenance, repair and improvement of the resources for school athletics and recreational enjoyment for 62 acres of athletic fields, parks, tennis courts, basketball courts and tot lots, including operation of the Underwood Pool.

The administration of the Belmont Cemetery is governed by the obligations created by M.G.L. Chapter 114. The DPW implemented contract services for Cemetery in FY2025. This was accomplished without increasing the total DPW budget and by reallocating existing Cemetery staff

throughout the department. This idea was vetted with the respective unions starting in October 2023 and approved and implemented in October 2024.

Responsibilities of the Cemetery division include cleaning, mowing, maintenance, repair and improvement of two cemeteries totaling 24 acres. In addition, staff provide a wide variety of services including selling grave lots, meeting grieving families' needs, coordinating with funeral homes, interring and providing information for the general public.

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## FY2024-25 Achievements

- Primary point of contact for all the Parks and Playground capital and CPA projects.
  - Town Field Playground Project completion.
  - Payson Park Playground Project completion.
  - Grove Street Playground Basketball Court and Baseball Field project completion.
  - PQ Basketball Court and drainage improvement project completion.
- Recently acquired the maintenance and upkeep of the grounds of the new Middle/High School.
- Continued support and assistance for the Belmont Middle/High School Building project with requests for labor, materials, space, or equipment as needed.

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## FY2026 Goals

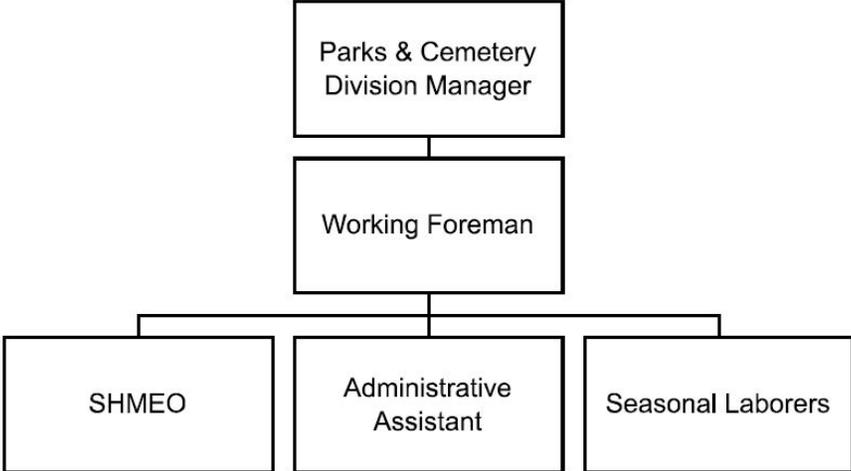
- Continue to provide upkeep for school athletics and recreational enjoyment of 62 acres of athletic fields, parks, tennis courts, basketball courts, and tot lots, including the operation of the Underwood Pool.
- Support work of Fields Working Group.

**5230 - Public Works Parks Division**

**Staffing and Structure**

The Parks and Cemetery divisions are made up of 6 full-time employees and 2 part-time employees.

The Parks division manager oversees both the Parks and Cemetery operations.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
<u>Parks</u>								
Manager	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Working Foreman*****	1	1	1	1	1	1	1	2
SHMEO/Laborer*****	3	3	3	3	3	3	3	2
Seasonal Laborers	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8
Subtotal	5.3	5.3	5.3	5.3	5.3	5.3	5.3	5.3
<u>Cemetery</u>								
Manager	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Working Foreman*****	1	1	1	1	1	1	1	—
Administrative Assistant	0.5	0.5	1	1	1	1	1	1
Part-Time On-call (0.22 FTE)*****	0.66	0.66	0.66	0.66	0.66	0.66	0.66	0.22
SHMEO/Laborer	3	3	3	3	3	3	3	—
Subtotal	5.66	5.66	6.16	6.16	6.16	6.16	6.16	1.72
Total	10.96	10.96	11.46	11.46	11.46	11.46	11.46	7.02

\*\*\*\*\*Reflects the Cemetery restructure as a result of completed contract negotiations.

# 5230 - Public Works Parks Division

## Budget Recommendations

The FY2026 budget request for the Parks Division is \$1,105,925, which is a decrease of \$(99,994) or (8.29)% from the FY2025 budget. Compensation is \$693,056, a decrease of \$(193,569) or (21.83)% due to the outsourcing of cemetery maintenance functions, offset by contractual obligations.

Expenses are \$412,869, an increase of \$93,575 or 29.31% due to a shift in cemetery operations and an increase in the cost of contracts and supplies used to provide services. In addition, the Belmont Middle and High School baseball and soccer fields as well as Grove Street Park are coming back into use and require standard maintenance.

### Parks Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 686,995	\$ 708,533	\$ 760,453	\$ 886,625	\$ 693,056	\$ —	\$ —	\$ 693,056	\$ (193,569)	(21.8)%
Expenses	\$ 278,259	\$ 246,128	\$ 321,919	\$ 319,294	\$ 414,899	\$ —	\$ (2,030)	\$ 412,869	\$ 93,575	29.3 %
<b>Total 5230 Parks</b>	<b>\$ 965,254</b>	<b>\$ 954,661</b>	<b>\$ 1,082,371</b>	<b>\$ 1,205,919</b>	<b>\$ 1,107,955</b>	<b>\$ —</b>	<b>\$ (2,030)</b>	<b>\$ 1,105,925</b>	<b>\$ (99,994)</b>	<b>(8.3)%</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 5231 Parks	\$ 505,217	\$ 450,438	\$ 593,749	\$ 622,787	\$ 770,596	\$ —	\$ (1,520)	\$ 769,076	\$ 146,289	23.5 %
Total 5232 Cemetery	\$ 460,037	\$ 504,223	\$ 488,622	\$ 583,131	\$ 337,359	\$ —	\$ (510)	\$ 336,849	\$ (246,282)	(42.2)%
<b>Total 5230 Parks</b>	<b>\$ 965,254</b>	<b>\$ 954,661</b>	<b>\$ 1,082,371</b>	<b>\$ 1,205,919</b>	<b>\$ 1,107,955</b>	<b>\$ —</b>	<b>\$ (2,030)</b>	<b>\$ 1,105,925</b>	<b>\$ (99,994)</b>	<b>(8.3)%</b>

# 5230 - Public Works Parks Division

## Parks Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	16501	511000	Full-Time Salaries	\$ 249,935	\$ 206,352	\$ 194,745	\$ 295,518	\$ 379,907	\$ —	\$ —	\$ 379,907	\$ 84,389	28.6 %
	16501	511100	Part-Time Salaries	\$ 26,310	\$ 36,392	\$ 88,656	\$ 38,340	\$ 38,340	\$ —	\$ —	\$ 38,340	\$ —	— %
	16501	514800	Longevity	\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,700	\$ 2,950	\$ —	\$ —	\$ 2,950	\$ 1,250	73.5 %
	16501	519900	Other Stipends	\$ 47,051	\$ 47,602	\$ 53,050	\$ 83,295	\$ 88,190	\$ —	\$ —	\$ 88,190	\$ 4,895	5.9 %
	16501	513000	Overtime	\$ 47,051	\$ 47,602	\$ 53,050	\$ 83,295	\$ 88,190	\$ —	\$ —	\$ 88,190	\$ 4,895	5.9 %
	<b>Subtotal Compensation</b>			<b>\$ 331,254</b>	<b>\$ 296,176</b>	<b>\$ 342,016</b>	<b>\$ 427,333</b>	<b>\$ 513,787</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 513,787</b>	<b>\$ 86,454</b>	<b>20.2 %</b>
Expenses	16502	519700	Tuition Reimbursement	\$ 673	\$ 545	\$ 1,264	\$ 860	\$ 860	\$ —	\$ —	\$ 860	\$ —	— %
	16502	524300	Repair & Maint Bldg/Grounds	\$ 1,742	\$ 8,442	\$ 10,670	\$ 1,530	\$ —	\$ —	\$ —	\$ (1,530)	(100)%	
	16502	524301	Repair Contractual Services	\$ 34,646	\$ 45,054	\$ 100,035	\$ 46,825	\$ 46,825	\$ —	\$ —	\$ 46,825	\$ —	— %
	16502	524302	Repair & Maint Synthetic	\$ 7,861	\$ —	\$ 15	\$ 8,180	\$ 15,000	\$ —	\$ —	\$ 15,000	\$ 6,820	83.4 %
	16502	524400	Repair & Maint. Vehicles	\$ 27,767	\$ 20,151	\$ 20,333	\$ 30,600	\$ 30,600	\$ —	\$ —	\$ 30,600	\$ —	— %
	16502	530000	Prof. and Tech Services	\$ 6,500	\$ 4,959	\$ 6,000	\$ 6,500	\$ 60,000	\$ —	\$ —	\$ 60,000	\$ 53,500	823.1 %
	16502	534100	Telephone	\$ 15,859	\$ 1,205	\$ 1,392	\$ 5,080	\$ 5,080	\$ —	\$ (1,520)	\$ 3,560	\$ (1,520)	(29.9)%
	<b>Subtotal Contract Services</b>			<b>\$ 95,047</b>	<b>\$ 80,355</b>	<b>\$ 139,710</b>	<b>\$ 99,575</b>	<b>\$ 158,365</b>	<b>\$ —</b>	<b>\$ (1,520)</b>	<b>\$ 156,845</b>	<b>\$ 57,270</b>	<b>57.5 %</b>
	16502	523100	Water	\$ 3,508	\$ —	\$ 7,201	\$ 7,435	\$ 10,000	\$ —	\$ —	\$ 10,000	\$ 2,565	34.5 %
	16502	542100	Office Supplies	\$ 416	\$ 796	\$ 673	\$ 410	\$ 410	\$ —	\$ —	\$ 410	\$ —	— %
16502	543100	Chain Link Fencing	\$ 8,810	\$ 5,400	\$ 48,249	\$ 11,639	\$ 11,639	\$ —	\$ —	\$ 11,639	\$ —	— %	
16502	546000	Groundskeeping Supplies	\$ 30,328	\$ 35,307	\$ 26,020	\$ 35,000	\$ 35,000	\$ —	\$ —	\$ 35,000	\$ —	— %	
<b>Subtotal Supplies</b>			<b>\$ 43,062</b>	<b>\$ 41,503</b>	<b>\$ 82,143</b>	<b>\$ 54,484</b>	<b>\$ 57,049</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 57,049</b>	<b>\$ 2,565</b>	<b>4.7 %</b>	
16502	522900	Electricity	\$ 13,690	\$ 7,252	\$ 9,439	\$ 17,140	\$ 17,140	\$ —	\$ —	\$ 17,140	\$ —	— %	
16502	548900	Gasoline	\$ 7,874	\$ 10,932	\$ 11,358	\$ 9,965	\$ 9,965	\$ —	\$ —	\$ 9,965	\$ —	— %	
<b>Subtotal Utilities</b>			<b>\$ 21,564</b>	<b>\$ 18,184</b>	<b>\$ 20,796</b>	<b>\$ 27,105</b>	<b>\$ 27,105</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 27,105</b>	<b>\$ —</b>	<b>— %</b>	
16503	585000	Additional Equipment	\$ 14,290	\$ 14,221	\$ 9,083	\$ 14,290	\$ 14,290	\$ —	\$ —	\$ 14,290	\$ —	— %	
<b>Subtotal Minor Capital (Outlay)</b>			<b>\$ 14,290</b>	<b>\$ 14,221</b>	<b>\$ 9,083</b>	<b>\$ 14,290</b>	<b>\$ 14,290</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 14,290</b>	<b>\$ —</b>	<b>— %</b>	
<b>Subtotal Expenses</b>			<b>\$ 173,963</b>	<b>\$ 154,262</b>	<b>\$ 251,732</b>	<b>\$ 195,454</b>	<b>\$ 256,809</b>	<b>\$ —</b>	<b>\$ (1,520)</b>	<b>\$ 255,289</b>	<b>\$ 59,835</b>	<b>30.6 %</b>	
<b>Total 5231 Parks</b>			<b>\$ 505,217</b>	<b>\$ 450,438</b>	<b>\$ 593,749</b>	<b>\$ 622,787</b>	<b>\$ 770,596</b>	<b>\$ —</b>	<b>\$ (1,520)</b>	<b>\$ 769,076</b>	<b>\$ 146,289</b>	<b>23.5 %</b>	

# 5230 - Public Works Parks Division

## Cemetery Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	14911	511000	Full-Time Salaries	\$ 298,398	\$ 318,934	\$ 318,025	\$ 358,258	\$ 118,444	\$ —	\$ 118,444	\$ (239,814)	(66.9)%	
	14911	511100	Part-Time Salaries	\$ 32,236	\$ 30,892	\$ 38,684	\$ 36,828	\$ 10,000	\$ —	\$ 10,000	\$ (26,828)	(72.8)%	
	14911	514800	Longevity	\$ 2,575	\$ 1,875	\$ 3,240	\$ 2,725	\$ 825	\$ —	\$ 825	\$ (1,900)	(69.7)%	
	14911	519900	Other Stipends	\$ 8,500	\$ 7,450	\$ 8,282	\$ 8,480	\$ —	\$ —	\$ —	\$ (8,480)	(100.0)%	
	14911	513000	Overtime	\$ 14,032	\$ 53,206	\$ 50,205	\$ 53,000	\$ 50,000	\$ —	\$ 50,000	\$ (3,000)	(5.7)%	
	<b>Subtotal Compensation</b>			\$ 355,741	\$ 412,357	\$ 418,436	\$ 459,291	\$ 179,269	\$ —	\$ —	\$ 179,269	\$ (280,022)	(61.0)%
Expenses	14912	519700	Tuition Reimbursement	\$ 215	\$ 498	\$ —	\$ 750	\$ —	\$ —	\$ —	\$ (750)	(100.0)%	
	14912	524500	Repair & Maint. Office Equip.	\$ —	\$ 499	\$ —	\$ 5,000	\$ —	\$ —	\$ —	\$ (5,000)	(100.0)%	
	14912	529700	Soil Removal & Brush Disposal	\$ 14,155	\$ 16,791	\$ 4,245	\$ 20,000	\$ 10,000	\$ —	\$ 10,000	\$ (10,000)	(50.0)%	
	14912	534200	Communication Services	\$ 3,004	\$ 1,259	\$ 405	\$ 7,940	\$ 7,940	\$ (510)	\$ 7,430	\$ (510)	(6.4)%	
	14912	546500	Cemetery Landscaping	\$ —	\$ —	\$ —	\$ —	\$ 50,000	\$ —	\$ 50,000	\$ 50,000	— %	
	14912	573000	Dues and Membership	\$ 111	\$ —	\$ 286	\$ 110	\$ 110	\$ —	\$ 110	\$ —	— %	
	14912	573100	Licenses & Certifications	\$ 856	\$ 489	\$ 469	\$ 475	\$ 475	\$ —	\$ 475	\$ —	— %	
	<b>Subtotal Contract Services</b>			\$ 18,341	\$ 19,536	\$ 5,405	\$ 34,275	\$ 68,525	\$ —	\$ (510)	\$ 68,015	\$ 33,740	98.4 %
	14912	523100	Water	\$ 1,041	\$ —	\$ 32	\$ 1,155	\$ 1,155	\$ —	\$ —	\$ 1,155	\$ —	— %
	14912	542100	Office Supplies	\$ 2,531	\$ 2,529	\$ 2,193	\$ 1,265	\$ 1,265	\$ —	\$ —	\$ 1,265	\$ —	— %
	14912	543000	Building Maintenance Supplies	\$ 722	\$ —	\$ 473	\$ 1,060	\$ 1,060	\$ —	\$ —	\$ 1,060	\$ —	— %
	14912	546000	Groundskeeping Supplies	\$ 26,279	\$ 21,723	\$ 24,570	\$ 30,600	\$ 30,600	\$ —	\$ —	\$ 30,600	\$ —	— %
	14912	546001	Groundskeeping Supplies Cem	\$ 21,011	\$ 13,082	\$ 11,560	\$ 20,400	\$ 20,400	\$ —	\$ —	\$ 20,400	\$ —	— %
	14912	548000	Vehicle Supplies	\$ 11,668	\$ 10,209	\$ 10,609	\$ 10,200	\$ 10,200	\$ —	\$ —	\$ 10,200	\$ —	— %
	14912	558200	Other Supplies-Uniforms	\$ —	\$ —	\$ —	\$ 210	\$ 210	\$ —	\$ —	\$ 210	\$ —	— %
<b>Subtotal Supplies</b>			\$ 63,252	\$ 47,543	\$ 49,437	\$ 64,890	\$ 64,890	\$ —	\$ —	\$ 64,890	\$ —	— %	
14912	548900	Gasoline	\$ 2,859	\$ 4,321	\$ 4,238	\$ 3,905	\$ 3,905	\$ —	\$ —	\$ 3,905	\$ —	— %	
14912	548901	Diesel Fuel	\$ 1,639	\$ 3,545	\$ 2,350	\$ 2,565	\$ 2,565	\$ —	\$ —	\$ 2,565	\$ —	— %	
<b>Subtotal Utilities</b>			\$ 4,498	\$ 7,866	\$ 6,588	\$ 6,470	\$ 6,470	\$ —	\$ —	\$ 6,470	\$ —	— %	
14913	587000	Replace Equipment	\$ 18,205	\$ 16,920	\$ 8,756	\$ 18,205	\$ 18,205	\$ —	\$ —	\$ 18,205	\$ —	— %	
<b>Subtotal Minor Capital (Outlay)</b>			\$ 18,205	\$ 16,920	\$ 8,756	\$ 18,205	\$ 18,205	\$ —	\$ —	\$ 18,205	\$ —	— %	
<b>Subtotal Expenses</b>			\$ 104,296	\$ 91,866	\$ 70,186	\$ 123,840	\$ 158,090	\$ —	\$ (510)	\$ 157,580	\$ 33,740	27.2 %	
<b>Total 5232 Cemetery</b>			\$ 460,037	\$ 504,223	\$ 488,622	\$ 583,131	\$ 337,359	\$ —	\$ (510)	\$ 336,849	\$ (246,282)	(42.2)%	

# 5235 - Public Works Forestry Division

## Program Overview

Under the direction of the appointed Tree Warden, the DPW contracts with a tree service company to care for, remove,

and replant approximately 10,000 public shade trees. Public Works staff also assist in this program as necessary.

## FY2024-25 Achievements

- 2024 was the fortieth year Belmont has been awarded recognition as a Tree City USA by the National Arbor Day Foundation.
- Fourth year of the Commemorative Shade Tree Planting program. Since we started the program. Over 100 donors have commemorated a shade tree in town.

## FY2026 Goals

- Provide service to care for, remove, and replant 10,000 public shade trees in the urban forest in conformance with State law for public safety and enjoyment.

## Staffing and Structure

Belmont has a part-time Tree Warden dedicated to this division. In addition to the part-time Tree Warden, the DPW

contracts with a tree service company to care for, remove, and replant public shade trees.

Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
HMEO/Laborer	1	1	—	—	—	—	—	—
Tree Warden/Arborist***	0.5	0.5	0.1	0.1	0.1	0.1	0.5	0.5
<b>Subtotal</b>	<b>1.5</b>	<b>1.5</b>	<b>0.1</b>	<b>0.1</b>	<b>0.1</b>	<b>0.1</b>	<b>0.5</b>	<b>0.5</b>

\*\*\*In FY2025 the Town hired a PT Tree Warden.

# 5235 - Public Works Forestry Division

## Budget Recommendations

The FY2026 budget request for the Forestry Division is \$500,880, which is level-funded from the FY2025 budget.

Compensation is \$40,880. Expenses are \$460,000. Both are level-funded.

### Forestry Budget Summary

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Compensation	\$ —	\$ 20,880	\$ 31,572	\$ 40,880	\$ 40,880	\$ —	\$ —	\$ 40,880	\$ —	— %
Expenses	\$ 633,959	\$ 493,300	\$ 406,905	\$ 460,000	\$ 460,000	\$ —	\$ —	\$ 460,000	\$ —	— %
<b>Total 5235 Forestry</b>	<b>\$ 633,959</b>	<b>\$ 514,180</b>	<b>\$ 438,477</b>	<b>\$ 500,880</b>	<b>\$ 500,880</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 500,880</b>	<b>\$ —</b>	<b>— %</b>

### Forestry Budget Detail

Comp.	Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change	
				14261	511000	Full-Time Salaries	\$ —	\$ 20,880	\$ 31,572	\$ 40,880	\$ 40,880	\$ —	\$ —	\$ 40,880
<b>Subtotal Compensation</b>				<b>\$ —</b>	<b>\$ 20,880</b>	<b>\$ 31,572</b>	<b>\$ 40,880</b>	<b>\$ 40,880</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 40,880</b>	<b>\$ —</b>	<b>— %</b>	
Expenses	14262	530000	Prof. and Tech Services	\$ 74,070	\$ 25,000	\$ 25,250	\$ 25,000	\$ 25,000	\$ —	\$ —	\$ 25,000	\$ —	— %	
	14262	530002	Contractor Labor	\$ 559,050	\$ 467,190	\$ 370,832	\$ 430,000	\$ 430,000	\$ —	\$ —	\$ 430,000	\$ —	— %	
	14262	531600	Police Details	\$ 839	\$ 1,109	\$ 10,824	\$ 5,000	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ —	— %	
	<b>Subtotal Contract Services</b>				<b>\$ 633,959</b>	<b>\$ 493,300</b>	<b>\$ 406,905</b>	<b>\$ 460,000</b>	<b>\$ 460,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 460,000</b>	<b>\$ —</b>	<b>— %</b>
	<b>Subtotal Expenses</b>				<b>\$ 633,959</b>	<b>\$ 493,300</b>	<b>\$ 406,905</b>	<b>\$ 460,000</b>	<b>\$ 460,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 460,000</b>	<b>\$ —</b>	<b>— %</b>
<b>Total 5235 Forestry</b>				<b>\$ 633,959</b>	<b>\$ 514,180</b>	<b>\$ 438,477</b>	<b>\$ 500,880</b>	<b>\$ 500,880</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 500,880</b>	<b>\$ —</b>	<b>— %</b>	

# 5240 - Public Works Collection & Disposal Division

## Program Overview

This program provides contracted trash collection and disposal, recycling collection and marketing, yard waste collection, and commercial composting to serve 10,000 residential households and public buildings. The Town

participates in a regional Household Hazardous waste program which offers monthly events for Belmont residents to dispose household hazardous materials in a safe and economic manner.

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## FY2024-25 Achievements

- Successfully negotiated and secured a 5-year contract with Winn-Waste for disposal.
- Successfully completed our 3<sup>rd</sup> year with Black Earth Compost from Gloucester. Residents receive preferred pricing for weekly curbside organics collection. To date, over 1,211 Belmont households have signed up for weekly curbside organics collection.
- Successfully completed the 4<sup>th</sup> year of curbside mattress recycling. Instead of throwing away mattresses and box springs as trash, the town has partnered with Green Mattress of Natick where more than 95% of mattresses and box springs can be recycled. Since we started the program, the town is on-pace to recycle more than 5,000 mattresses and box springs by the end FY2025.

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## FY2026 Goals

- Provide a balance between controlling the costs of the collection of solid waste, recycling and yard waste for all residential property and Town facilities in conformance with Federal, State and Local regulations.
- Successfully transition to a fee-based program for both mattress recycling and bulky item disposal, effective July 1, 2025.

**5240 - Public Works Collection & Disposal Division**

**Staffing and Structure**

There are no dedicated staff to this DPW function. An Administrative Assistant functions as the Recycling

Coordinator, and staff are assigned to complete tasks as needed.

Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Recycling Coordinator****	0.63	0.63	0.63	—	—	—	—	—
HMEO Laborer****	1.00	1.00	1.00	—	—	—	—	—
<b>Total</b>	<b>1.63</b>	<b>1.63</b>	<b>1.63</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>

\*\*\*\*Reflects the loss of two positions due to the failed override vote in April 2021. The role of Recycling Coordinator has been absorbed within an Administrative Assistant role in the Admin. Division.

# 5240 - Public Works Collection & Disposal Division

## Budget Recommendations

The FY2026 budget request for the Collection & Disposal Division is \$3,864,952, which is an increase of \$34,838 or 0.91% from the FY2025 budget.

Compensation is \$22,933, which is a slight increase from FY2025.

Expenses are \$3,842,019, an increase of \$32,753 or 0.86%. This is a net change reflecting the rising costs associated with trash and recycling collection, disposal and processing, offset by savings from implementing a fee for mattress recycling and bulky item pickup.

A new Trash and Recycling Revolving Fund will be proposed at Town Meeting to allow Public Works to retain and spend the new fees for mattress recycling.

## Collection & Disposal Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 6,952	\$ 13,876	\$ 15,065	\$ 20,848	\$ 22,933	\$ —	\$ —	\$ 22,933	\$ 2,085	10.0 %
Expenses	\$ 3,086,512	\$3,300,400	\$3,580,959	\$3,809,266	\$ 3,984,019	\$ (142,000)	\$ —	\$ 3,842,019	\$ 32,753	0.86 %
<b>Total 5240 Collection &amp; Disposal</b>	<b>\$3,093,463</b>	<b>\$ 3,314,276</b>	<b>\$3,596,024</b>	<b>\$ 3,830,114</b>	<b>\$4,006,952</b>	<b>\$ (142,000)</b>	<b>\$ —</b>	<b>\$3,864,952</b>	<b>\$ 34,838</b>	<b>0.91 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Total 5240 Collection & Disposal	\$3,093,463	\$ 3,314,276	\$3,596,024	\$ 3,830,114	\$4,006,952	\$ (142,000)	\$ —	\$3,864,952	\$ 34,838	0.91 %
<b>Total 5240 Collection &amp; Disposal</b>	<b>\$3,093,463</b>	<b>\$ 3,314,276</b>	<b>\$3,596,024</b>	<b>\$ 3,830,114</b>	<b>\$4,006,952</b>	<b>\$ (142,000)</b>	<b>\$ —</b>	<b>\$3,864,952</b>	<b>\$ 34,838</b>	<b>0.91 %</b>

<b>Revolving Fund Non-General Fund Sources</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Trash and Recycling Revolving Fund	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 50,000	\$ —	\$ 50,000	\$ 50,000	— %
<b>Combined Total All Sources</b>	<b>\$3,093,463</b>	<b>\$3,314,276</b>	<b>\$3,596,024</b>	<b>\$3,830,114</b>	<b>\$4,006,952</b>	<b>\$ (92,000)</b>	<b>\$ —</b>	<b>\$ 3,914,952</b>	<b>\$ 84,838</b>	<b>2.22 %</b>

# 5240 - Public Works Collection & Disposal Division

## Collection & Disposal Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent		
Comp.	Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
		14331	513000	Overtime	\$ 6,952	\$ 13,876	\$ 15,006	\$ 20,848	\$ 22,933	\$ —	\$ —	\$ 22,933	\$ 2,085	10.0 %
	<b>Subtotal Compensation</b>			\$ 6,952	\$ 13,876	\$ 15,065	\$ 20,848	\$ 22,933	\$ —	\$ —	\$ 22,933	\$ 2,085	10.0 %	
Expenses	14332	529000	Transfer Station Site Maint	\$ 51,050	\$ 54,490	\$ 32,330	\$ 62,100	\$ 62,100	\$ —	\$ —	\$ 62,100	\$ —	— %	
	14332	529100	Trash Collection & Disposal	\$ 1,219,211	\$1,249,500	\$1,377,598	\$ 1,427,192	\$1,478,570	\$ (92,000)	\$ —	\$1,386,570	\$ (40,622)	(2.8)%	
	14332	529400	Recycling	\$ 794,784	\$ 802,602	\$ 926,301	\$ 973,550	\$1,008,597	\$ (50,000)	\$ —	\$ 958,597	\$ (14,953)	(1.5)%	
	14332	529402	Outside Processing -Recycle	\$ 122,395	\$ 203,117	\$ 267,046	\$ 232,875	\$ 241,258	\$ —	\$ —	\$ 241,258	\$ 8,383	3.6 %	
	14332	529403	Trash Overflow Bags	\$ 960	\$ 4,000	\$ —	\$ 2,590	\$ 2,683	\$ —	\$ —	\$ 2,683	\$ 93	3.6 %	
	14332	529500	Solid Waste Disposal	\$ 494,555	\$ 570,500	\$ 520,000	\$ 623,449	\$ 685,793	\$ —	\$ —	\$ 685,793	\$ 62,344	10.0 %	
	14332	529600	Leaf and Yard Waste	\$ 367,990	\$ 380,870	\$ 409,435	\$ 424,175	\$ 439,445	\$ —	\$ —	\$ 439,445	\$ 15,270	3.6 %	
	14332	534100	Telephone	\$ 739	\$ 675	\$ 513	\$ 1,160	\$ 1,160	\$ —	\$ —	\$ 1,160	\$ —	— %	
		<b>Subtotal Contract Services</b>			\$3,051,684	\$3,265,754	\$3,533,223	\$ 3,747,091	\$3,919,606	\$(142,000)	\$ —	\$3,777,606	\$ 30,515	0.8 %
		14332	545901	Hazardous Waste	\$ 12,138	\$ 20,250	\$ 25,000	\$ 35,000	\$ 36,260	\$ —	\$ —	\$ 36,260	\$ 1,260	3.6 %
	14332	553100	Public Works Supplies	\$ 22,689	\$ 14,395	\$ 22,736	\$ 27,175	\$ 28,153	\$ —	\$ —	\$ 28,153	\$ 978	3.6 %	
	<b>Subtotal Supplies</b>			\$ 34,827	\$ 34,645	\$ 47,736	\$ 62,175	\$ 64,413	\$ —	\$ —	\$ 64,413	\$ 2,238	3.6 %	
	<b>Subtotal Expenses</b>			\$3,086,512	\$3,300,400	\$3,580,959	\$3,809,266	\$3,984,019	\$(142,000)	\$ —	\$3,842,019	\$ 32,753	0.9 %	
	<b>Total 5240 Collection &amp; Disposal</b>			\$3,093,463	\$3,314,276	\$3,596,024	\$ 3,830,114	\$4,006,952	\$(142,000)	\$ —	\$3,864,952	\$ 34,838	0.9 %	
<b>Non-General Fund Sources</b>			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent		
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change		
Trash and Recycling Revolving Fund			\$ —	\$ —	\$ —	\$ —	\$ —	\$ 50,000	\$ —	\$ 50,000	\$ 50,000	— %		
<b>Total Non-General Fund</b>			\$ —	\$ —	\$ —	\$ —	\$ —	\$ 50,000		\$ 50,000	\$ 50,000	— %		
<b>Combined Total All Sources</b>			\$3,093,463	\$3,314,276	\$3,596,024	\$ 3,830,114	\$4,006,952	\$(92,000)		\$3,914,952	\$ 84,838	2.2 %		

### Program Overview

The Public Works Water Division maintains the water distribution system to deliver reliable, safe drinking water to the community in adequate quantities for domestic and business use as well as for public safety firefighting. In addition, the Water Division is responsible for compliance with the USEPA Safe Drinking Water Act and Mass DEP regulations.

The Water Division performs all maintenance and repair functions for the Town's 93 miles of water main pipes and 2,743 gate valves in the water distribution system, 825 fire hydrants, and 7,745 individual water service pipes on both a scheduled and emergency basis maintaining a 24-7-365 emergency response capability. Staff also support the Water Advisory Board.

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### FY2024-25 Achievements

- Continued the 28th year of a 30-year Water Main System Improvement Plan. In FY2024, the work underway is Knox St. (at Park Ave. on Knox-Bellington St.), Cushing Ave (Common St – Oak Ave) and Chandler St (Lexington St – Watertown Line).
- Finalized new SMART water meter system townwide and converted to monthly billing. Smart meters will allow our customers to be more knowledgeable consumers by having immediate access to consumption history.
- Continued annual Leak Detection Program, in which a total of 15 leaks were identified and repaired. These repairs help the Water Department reduce unaccounted for water loss, which was 14% in Calendar Year 2023. MWRA's benchmark is for unaccounted for water to be 12% or under.
- Continued efforts in the state mandated annual water system "Cross Connection Control Program" with an

internal program utilizing our DPW staff. Using Water Division staff to conduct all surveys as well as the semi-annual testing of backflow devices. This represents a continued budgeted savings of approximately \$15,000 annually.

- Continued annual Hydrant Flushing Program. This program involves 825 hydrants and ensures all Town owned fire hydrants are in full functioning order. This also helps to minimize taste and odor complaints, dislodge biofilm, remove colored water and reduce turbidity.
- Continued weekly Water Quality Testing at 8 pre-approved sites.
- Continued annual Lead and Copper Sampling at 17 Department of Environmental Protection approved sampling sites to ensure compliance with water quality regulations.

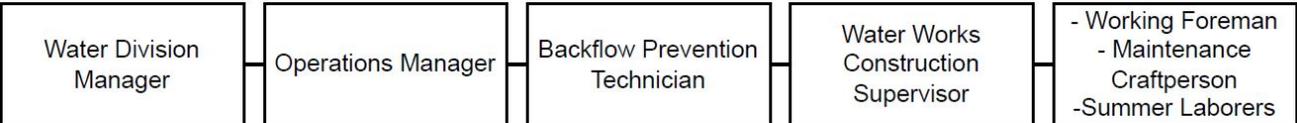
**5200 - Public Works Water Division**

**FY2026 Goals**

- Continue to provide management for the administrative functions of water supply, distribution, maintenance, metering, billing and improvement for the water distribution system.
- Continue implementing new Water Sewer Billing software.
- Consult with Weston & Sampson Engineers on design of the Water Main Capital Improvement Program.
- Continue to provide resources for water distribution system maintenance, metering, billing and improvement for the water distribution system.
- Continue to initiate Isolation Water Valve Exercising Pilot Program.
- Continue employee training. (Cross Connection Control and Survey, Licensed Water Operators)

**Staffing and Structure**

The Water Division is made up of 13 full-time employees and 2 summer laborers. The Water division manager oversees the Water operation and distribution.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Division Manager	1	1	1	1	1	1	1	1
Administrative Assistant IIII	1	1	1	1	1	1	1	1
Operations Manager	1	1	1	1	1	1	1	1
Waterworks Construction Supervisor	1	1	1	1	1	1	1	1
Maintenance Craftsperson	7	7	7	7	7	7	7	7
Working Foreman	1	1	1	1	1	1	1	1
Backflow Prevention Technician*	—	—	—	—	—	—	1	1
Seasonal Help	0.33	0.30	0.30	0.30	0.30	0.30	0.30	0.30
<b>Total</b>	<b>12.33</b>	<b>12.30</b>	<b>12.30</b>	<b>12.30</b>	<b>12.30</b>	<b>12.30</b>	<b>13.30</b>	<b>13.30</b>

\*The Backflow Prevention was added in the FY2025 budget

**5200 - Public Works Water Division**

**Budget Recommendations**

The FY2026 budget request for the Water Division is \$8,443,552, which is an increase of \$446,534 or 5.58% from the FY2025 budget.

Compensation and Benefits is \$1,820,412, an increase of \$115,025 or 6.74% due to contractually obligated increases.

Expenses are \$6,623,140, an increase of \$331,509 or 5.27%. This reflects anticipated overall increases.

The MWRA Assessment is increasing by \$163,334 or 5.00% and reflects a placeholder for FY2026. Preliminary assessments will be released in mid-February; final assessments will not be known until June 2025.

**Water Division Budget Summary**

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation & Benefits	\$ 1,393,960	\$ 1,304,336	\$ 1,483,121	\$ 1,705,387	\$ 1,820,412	\$ 115,025	6.74 %
Expenses	\$ 5,459,406	\$ 6,080,742	\$ 5,988,173	\$ 6,291,631	\$ 6,623,140	\$ 331,509	5.27 %
<b>Total 5250 Water Division</b>	<b>\$ 6,853,367</b>	<b>\$ 7,385,078</b>	<b>\$ 7,471,295</b>	<b>\$ 7,997,017</b>	<b>\$ 8,443,552</b>	<b>\$ 446,534</b>	<b>5.58 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 5251 Water Dept. Operating	\$ 1,928,161	\$ 2,250,268	\$ 2,376,886	\$ 2,842,207	\$ 2,991,336	\$ 149,130	5.25 %
Total 5253 MWRA Assessment	\$ 3,321,668	\$ 3,134,847	\$ 3,296,323	\$ 3,266,674	\$ 3,430,008	\$ 163,334	5.00 %
Total 5254 Debt Service	\$ 867,038	\$ 804,188	\$ 694,488	\$ 784,538	\$ 760,288	\$ (24,250)	(3.09)%
Cash Capital	\$ 210,000	\$ 669,275	\$ 940,100	\$ 848,803	\$ 974,255	\$ 125,452	14.78 %
Indirect Expenses	\$ 519,000	\$ 519,000	\$ 244,166	\$ 246,442	\$ 279,311	\$ 32,869	13.34 %
OPEB Contribution	\$ 7,500	\$ 7,500	\$ 10,485	\$ 8,354	\$ 8,354	\$ —	— %
<b>Total 5250 Water Division</b>	<b>\$ 6,853,367</b>	<b>\$ 7,385,078</b>	<b>\$ 7,562,447</b>	<b>\$ 7,997,017</b>	<b>\$ 8,443,552</b>	<b>\$ 446,534</b>	<b>5.58 %</b>

# 5200 - Public Works Water Division

## Water Dept. Operating Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	TA Rec.	Change	Change	
Org	Object	Description								
Compensation	6504501	511000	Full-Time Salaries	\$ 764,091	\$ 817,154	\$ 763,910	\$ 965,757	\$ 1,052,421	\$ 86,664	9.0 %
	6504501	511100	Part-Time Salaries	\$ 22,468	\$ 43,006	\$ 44,782	\$ 16,770	\$ 16,770	\$ —	— %
	6504501	513000	Overtime	\$ 160,253	\$ 111,140	\$ 171,332	\$ 152,000	\$ 165,000	\$ 13,000	8.6 %
	6504501	514000	On-Call Pay	\$ 39,581	\$ 43,250	\$ 44,269	\$ 47,755	\$ 56,979	\$ 9,224	19.3 %
	6504501	514800	Longevity	\$ 7,500	\$ 6,500	\$ 7,100	\$ 8,475	\$ 7,875	\$ (600)	-7.1 %
	6504501	515200	Other Stipends	\$ 22,681	\$ 23,382	\$ 22,080	\$ 26,660	\$ 17,480	\$ (9,180)	-34.4 %
	<b>Subtotal Compensation</b>			<b>\$ 1,016,574</b>	<b>\$ 1,044,432</b>	<b>\$ 1,053,472</b>	<b>\$ 1,217,417</b>	<b>\$ 1,316,525</b>	<b>\$ 99,108</b>	<b>8.1 %</b>
Benefits	6504501	517000	Health Insurance	\$ 128,555	\$ —	\$ 166,887	\$ 211,360	\$ 224,041	\$ 12,682	6.0 %
	6504501	517101	Health Insurance Retirees	\$ —	\$ —	\$ 74,290	\$ 76,185	\$ 75,785	\$ (400)	(0.5)%
	6504501	517200	Workers Compensation	\$ —	\$ —	\$ —	\$ 20,000	\$ 20,000	\$ —	— %
	6504501	517800	Medicare	\$ —	\$ —	\$ 14,194	\$ 15,925	\$ 19,090	\$ 3,165	19.9 %
	6504501	518000	Retirement Fund	\$ 248,832	\$ 259,904	\$ 174,278	\$ 164,500	\$ 164,971	\$ 471	0.3 %
	<b>Subtotal Benefits</b>			<b>\$ 377,387</b>	<b>\$ 259,904</b>	<b>\$ 429,649</b>	<b>\$ 487,969</b>	<b>\$ 503,887</b>	<b>\$ 15,918</b>	<b>3.3 %</b>

# 5200 - Public Works Water Division

## Water Dept. Operating Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	Dollar	Percent	
Org	Object	Description	Actual	Actual	Actual	Approp.	TA Rec.	Change	Change	
Expenses	6504502	524100	Repair & Maint Backflow Prev	\$ 170	\$ 90	\$ —	\$ 2,735	\$ 2,817	\$ 82	3.0 %
	6504502	524300	Repair & Maint Bldg/Grounds	\$ 13,950	\$ 38,379	\$ 14,549	\$ 9,310	\$ 9,589	\$ 279	3.0 %
	6504502	524301	Repair Contractual Services	\$ 1,205	\$ 3,567	\$ 561	\$ 1,795	\$ 1,849	\$ 54	3.0 %
	6504502	524400	Repair & Maint. Vehicles	\$ 16,119	\$ 100,800	\$ 26,814	\$ 27,850	\$ 28,686	\$ 836	3.0 %
	6504502	524500	Repair & Maint. Office Equip.	\$ 135	\$ 329	\$ —	\$ 2,490	\$ 2,565	\$ 75	3.0 %
	6504502	524502	Wat Munis Tyler Tech Maint	\$ 21,267	\$ 47,392	\$ —	\$ —	\$ —	\$ —	— %
	6504502	529700	Soil Removal & Brush Disposal	\$ 10,875	\$ 24,045	\$ 14,475	\$ 48,670	\$ 50,130	\$ 1,460	3.0 %
	6504502	530000	Prof. and Tech Services	\$ 2,215	\$ 500	\$ —	\$ 38,200	\$ 39,346	\$ 1,146	3.0 %
	6504502	530007	Leak Detection MWRA	\$ 14,370	\$ 14,250	\$ 18,350	\$ 17,510	\$ 18,035	\$ 525	3.0 %
	6504502	530700	Laboratory	\$ 610	\$ 420	\$ —	\$ 720	\$ 742	\$ 22	3.0 %
	6504502	530800	Meter Reading	\$ 160,254	\$ 312,266	\$ 340,000	\$ 360,000	\$ 370,800	\$ 10,800	3.0 %
	6504502	530900	Contract Patch	\$ 120,211	\$ 186,000	\$ 205,435	\$ 201,350	\$ 207,391	\$ 6,041	3.0 %
	6504502	531600	Police Details	\$ 2,726	\$ 1,500	\$ 1,379	\$ 4,420	\$ 4,553	\$ 133	3.0 %
	6504502	531700	Employee Training	\$ 1,357	\$ —	\$ —	\$ 4,245	\$ 4,372	\$ 127	3.0 %
	6504502	531900	Advertising	\$ —	\$ —	\$ —	\$ 545	\$ 561	\$ 16	3.0 %
	6504502	534100	Telephone	\$ 2,184	\$ 3,249	\$ 3,765	\$ 4,690	\$ 4,831	\$ 141	3.0 %
	6504502	534500	Postage	\$ 359	\$ 216	\$ 222	\$ 320	\$ 330	\$ 10	3.0 %
	6504502	534700	Printing	\$ —	\$ 255	\$ —	\$ 530	\$ 546	\$ 16	3.0 %
	6504502	534800	Prof Services - GIS Maint	\$ 9,600	\$ 20,070	\$ 17,536	\$ 21,630	\$ 22,279	\$ 649	3.0 %
	6504502	538300	Emergency Tree Damage	\$ —	\$ —	\$ —	\$ 5,360	\$ 5,521	\$ 161	3.0 %
	6504502	538500	Reserve Fund	\$ 1,728	\$ 23,470	\$ 20,000	\$ 83,835	\$ 86,350	\$ 2,515	3.0 %
	6504502	569500	Safe Drinking Water Assessment	\$ 6,685	\$ 7,193	\$ 6,435	\$ 8,240	\$ 8,487	\$ 247	3.0 %
	6504502	571000	In-State Travel	\$ 92	\$ —	\$ —	\$ 1,515	\$ 1,560	\$ 45	3.0 %
	6504502	573000	Dues and Membership	\$ 906	\$ 2,683	\$ 1,378	\$ 5,305	\$ 5,464	\$ 159	3.0 %
	6504502	573100	Licenses & Certifications	\$ 558	\$ 186	\$ 860	\$ 930	\$ 958	\$ 28	3.0 %
6504502	573400	Street Opening Permits	\$ —	\$ —	\$ —	\$ 5,000	\$ 5,150	\$ 150	3.0 %	
Subtotal Contract Services			\$ 387,576	\$ 786,858	\$ 671,758	\$ 857,195	\$ 882,911	\$ 25,716	3.0 %	

# 5200 - Public Works Water Division

## Water Dept. Operating Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	Dollar	Percent	
Org	Object	Description	Actual	Actual	Actual	Approp.	TA Rec.	Change	Change	
Expenses	6504502	542100	Office Supplies	\$ 4,016	\$ 2,272	\$ 7,353	\$ 4,705	\$ 4,846	\$ 141	3.0 %
	6504502	542200	Computer Supplies	\$ 960	\$ 2,670	\$ 2,237	\$ 1,815	\$ 1,869	\$ 54	3.0 %
	6504502	553100	Public Works Supplies	\$ 66,170	\$ 81,419	\$ 154,298	\$ 90,465	\$ 93,179	\$ 2,714	3.0 %
	6504502	553101	Hydrants & Supplies	\$ —	\$ —	\$ —	\$ 35,000	\$ 36,050	\$ 1,050	3.0 %
	6504502	553400	Sidewalk Repairs	\$ 16,620	\$ 28,155	\$ 10,920	\$ 29,000	\$ 29,870	\$ 870	3.0 %
	6504502	553500	Water Meters	\$ 20	\$ —	\$ —	\$ 13,735	\$ 14,147	\$ 412	3.0 %
	6504502	553600	Water Repair Supplies	\$ 12,911	\$ —	\$ —	\$ 51,745	\$ 53,297	\$ 1,552	3.0 %
	6504502	558900	Other Expense	\$ 112	\$ 638	\$ —	\$ 740	\$ 762	\$ 22	3.0 %
	Subtotal Supplies			\$ 100,808	\$ 115,155	\$ 174,808	\$ 227,205	\$ 234,021	\$ 6,816	3.0 %
	6504602	522800	Natural Gas	\$ 12,093	\$ 13,572	\$ 22,785	\$ 13,150	\$ 13,545	\$ 395	3.0 %
	6504602	522900	Electricity	\$ 23,045	\$ 17,280	\$ 14,470	\$ 14,995	\$ 15,445	\$ 450	3.0 %
	6504602	548900	Gasoline	\$ 7,581	\$ 9,432	\$ 7,257	\$ 7,725	\$ 7,957	\$ 232	3.0 %
	6504602	548901	Diesel Fuel	\$ 3,098	\$ 3,635	\$ 2,685	\$ 16,550	\$ 17,047	\$ 497	3.0 %
	Subtotal Utilities			\$ 45,816	\$ 43,919	\$ 47,198	\$ 52,420	\$ 53,993	\$ 1,573	3.0 %
	<b>Subtotal Expenses</b>			\$ 534,201	\$ 945,932	\$ 893,764	\$ 1,136,820	\$ 1,170,924	\$ 34,104	3.0 %
<b>Total 5251 Water Dept. Operating</b>			\$ 1,928,161	\$ 2,250,268	\$ 2,376,886	\$ 2,842,207	\$ 2,991,336	\$ 149,130	5.2 %	

# 5200 - Public Works Water Division

## Water MWRA Assessment Budget Detail

Expenses	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	TA Rec.	Change	Change
	6504512	569400	MWRA Assessment	\$ 3,321,668	\$ 3,134,847	\$ 3,296,323	\$ 3,266,674	\$ 3,430,008	\$ 163,334	5.0 %
	Subtotal Contract Services			\$ 3,321,668	\$ 3,134,847	\$ 3,296,323	\$ 3,266,674	\$ 3,430,008	\$ 163,334	5.0 %
	<b>Subtotal Expenses</b>			\$ 3,321,668	\$ 3,134,847	\$ 3,296,323	\$ 3,266,674	\$ 3,430,008	\$ 163,334	5.0 %
	<b>Total 5253 MWRA Assessment</b>			\$ 3,321,668	\$ 3,134,847	\$ 3,296,323	\$ 3,266,674	\$ 3,430,008	\$ 163,334	5.0 %

## Water Debt Service Budget Detail

Expenses	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	TA Rec.	Change	Change
	6504102	591005	MWRA 0% Loan Principal	\$ 547,700	\$ 497,700	\$ 397,700	\$ 497,700	\$ 482,900	\$ (14,800)	-3.0 %
	6507102	591231	Water Main Principal - \$761K	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ —	0.0 %
	6507512	591231	Water Main Interest - \$761K	\$ 16,463	\$ 15,013	\$ 13,563	\$ 11,863	\$ 10,663	\$ (1,200)	-10.1 %
	6507102	591245	Water Main Principal - \$2.05M	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ —	0.0 %
	6507512	591245	Water Main Interest - \$2.05M	\$ 69,225	\$ 66,075	\$ 60,825	\$ 55,575	\$ 50,325	\$ (5,250)	-9.4 %
	6504102	591403	MWRA Loan Principal	\$ 65,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ —	0.0 %
	6504512	591403	MWRA Loan Interest	\$ 23,650	\$ 20,400	\$ 17,400	\$ 14,400	\$ 11,400	\$ (3,000)	-20.8 %
	Subtotal Debt Service			\$ 867,038	\$ 804,188	\$ 694,488	\$ 784,538	\$ 760,288	\$ (24,250)	(3.1)%
	<b>Subtotal Expenses</b>			\$ 867,038	\$ 804,188	\$ 694,488	\$ 784,538	\$ 760,288	\$ (24,250)	(3.1)%
	<b>Total 5254 Debt Service</b>			\$ 867,038	\$ 804,188	\$ 694,488	\$ 784,538	\$ 760,288	\$ (24,250)	(3.1)%

# 5200 - Public Works Sewer Division

## Program Overview

The Sewer Division is responsible for the maintenance, construction and repair of the sanitary sewer system. This includes 76 miles of main lines, 2,365 manholes, 6,700 service lines to buildings on both public and private ways and three pumping stations. This program is funded by user fees which are based on 100% of metered water consumption. Rates are set annually by the Select Board.

This Division provides services for the collection, transportation and treatment of wastewater for public

health in conformance with Federal and State laws and regulations.

The Sewer Division is also responsible for the maintenance, construction and repair of the storm drain system. This includes 54 miles of main lines, one pumping station and 2,000 catch basins. Local brooks, streams and water bodies receive waters for the storm drain system and the Sewer Division provides maintenance of these resources. This program is funded as part of the sanitary sewer user fee.

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## FY2024-25 Achievements

- In 2024, 25 individual building connections were videoed to determine the condition and priority for repair. As a part of our ongoing maintenance program 10 sanitary sewer lines were repaired. The Highway Division responded to 201 building service pipeline blockages during the year.
- The annual cleaning of approximately 1,990 stormwater catch basins was completed during the spring by a private contractor. The Sewer Division also repaired 10 catch basins.

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## FY2026 Goals

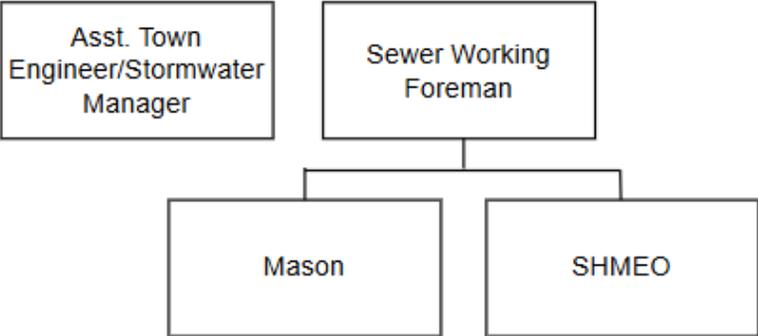
- Provide for the collection and transportation of stormwater in conformance with Federal and State law and regulation to minimize flooding for public safety and convenience.
- The proposed revision of Environmental Protection Agency (EPA) National Pollution Discharge Elimination System (NPDES) "MS-4" permits which is expected to significantly increase the regulation of municipal stormwater discharge into receiving waters. There is concern that these expanded regulations will challenge the Town's ability to fund required engineering investigations and the resulting structural improvements to the stormwater system.
- One option to fund these expenses would be a user-based enterprise fund. The DPW has been researching the creation of a potential Stormwater Utility Enterprise fund, and the Select Board has voted to add the proposal to the warrant for the 2025 Annual Town Meeting.

**5200 - Public Works Sewer Division**

**Staffing and Structure**

The Sewer Division is made up of 13 full-time employees. In FY2024, a Stormwater Manager was added to respond to increasing demands of state and federal stormwater

requirements. The Assistant DPW Director of Operations oversees the Sewer operations.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Asst. Town Engineer/Stormwater Manager*	—	—	—	—	—	1	1	1
Working Foreman	3	3	3	3	3	3	3	3
SHMEO/Laborer	3	3	3	3	3	3	3	7
Mason	2	2	2	2	2	2	2	2
HMEO/Laborer	4	4	4	4	4	4	4	—
<b>Total</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>13</b>	<b>13</b>	<b>13</b>

\*The Asst. Town Engineer/ Stormwater Manager was added in FY2024 to help oversee the increasing demands of state and federal stormwater requirements.

**5200 - Public Works Sewer Division**

**Budget Recommendations**

The FY2026 budget request for the Sewer Division is \$10,985,551, which is an increase of \$535,986 or 5.13% from the FY2025 budget.

Expenses are \$9,406,640, an increase of \$394,033 or 4.37% due to increased operating costs and the MWRA Assessment.

Compensation and Benefits is \$1,578,912, an increase of \$141,953 or 9.88% due to contractual obligations.

The MWRA Assessment is the largest cost center for Sewer. Since the preliminary assessments for FY2026 won't be released until mid-February, a placeholder of 5% has been used for this budget, reflecting an increase of \$286,777 or 5.00%. Final assessments will not be known until June 2025.

**Sewer Division Budget Summary**

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation & Benefits	\$ 922,946	\$ 767,535	\$ 1,060,699	\$ 1,436,959	\$ 1,578,912	\$ 141,953	9.9 %
Expenses	\$ 8,262,413	\$ 9,793,824	\$ 8,293,562	\$ 9,012,606	\$ 9,406,640	\$ 394,033	4.4 %
<b>Total 5260 Sewer Division</b>	<b>\$ 9,185,359</b>	<b>\$ 10,561,359</b>	<b>\$ 9,354,261</b>	<b>\$ 10,449,565</b>	<b>\$ 10,985,551</b>	<b>\$ 535,986</b>	<b>5.13 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 5261 Sewer & Stormwater Operating	\$ 1,389,770	\$ 1,458,688	\$ 1,838,727	\$ 2,217,430	\$ 2,382,797	\$ 165,367	7.5 %
Total 5262 MWRA Assessment	\$ 5,482,714	\$ 5,677,771	\$ 5,650,272	\$ 5,735,537	\$ 6,022,314	\$ 286,777	5.0 %
Total 5263 Debt Service	\$ 925,124	\$ 915,700	\$ 911,414	\$ 902,901	\$ 871,549	\$ (31,353)	(3.5)%
Cash Capital	\$ 864,250	\$ 1,985,700	\$ 700,000	\$ 1,315,510	\$ 1,422,320	\$ 106,810	8.1 %
Indirect Expenses	\$ 519,000	\$ 519,000	\$ 248,321	\$ 273,783	\$ 282,168	\$ 8,385	3.1 %
OPEB Contribution	\$ 4,500	\$ 4,500	\$ 5,527	\$ 4,404	\$ 4,404	\$ —	— %
<b>Total 5260 Sewer Division</b>	<b>\$ 9,185,359</b>	<b>\$ 10,561,359</b>	<b>\$ 9,354,261</b>	<b>\$ 10,449,565</b>	<b>\$ 10,985,551</b>	<b>\$ 535,986</b>	<b>5.1 %</b>

# 5200 - Public Works Sewer Division

## Sewer and Stormwater Operating Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	TA Rec.	Change	Change	
Org	Object	Description								
Compensation	6604401	511000	Full-Time Salaries	\$ 638,489	\$ 643,999	\$ 647,136	\$ 856,170	\$ 982,903	\$ 126,733	14.8 %
	6604401	513000	Overtime	\$ 77,396	\$ 84,917	\$ 62,486	\$ 85,180	\$ 91,724	\$ 6,544	7.7 %
	6604401	514000	On-Call Pay	\$ 12,419	\$ 12,626	\$ 13,922	\$ 16,445	\$ 16,546	\$ 101	0.6 %
	6604401	514800	Longevity	\$ 5,050	\$ 5,050	\$ 5,875	\$ 5,850	\$ 4,800	\$ (1,050)	-17.9 %
	6604401	519900	Other Stipends	\$ 18,937	\$ 20,944	\$ 19,005	\$ 26,440	\$ 15,879	\$ (10,561)	-39.9 %
	<b>Subtotal Compensation</b>			<b>\$ 752,292</b>	<b>\$ 767,535</b>	<b>\$ 748,424</b>	<b>\$ 990,085</b>	<b>\$ 1,111,852</b>	<b>\$ 121,767</b>	<b>12.3 %</b>
Benefits	6604401	517000	Health Insurance	\$ 170,654	\$ —	\$ 138,782	\$ 243,815	\$ 258,444	\$ 14,629	6.0 %
	6604401	517101	Health Insurance Retirees	\$ —	\$ —	\$ 57,724	\$ 59,662	\$ 62,513	\$ 2,851	4.8 %
	6604401	517200	Workers Compensation	\$ —	\$ —	\$ —	\$ 20,000	\$ 20,000	\$ —	— %
	6604401	517800	Medicare	\$ —	\$ —	\$ 11,203	\$ 13,730	\$ 16,122	\$ 2,392	17.4 %
	6604401	518000	Retirement Fund	\$ —	\$ —	\$ 104,566	\$ 109,667	\$ 109,981	\$ 314	— %
	<b>Subtotal Benefits</b>			<b>\$ 170,654</b>	<b>\$ —</b>	<b>\$ 312,275</b>	<b>\$ 446,874</b>	<b>\$ 467,060</b>	<b>\$ 20,186</b>	<b>4.5 %</b>

# 5200 - Public Works Sewer Division

## Sewer and Stormwater Operating Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	Dollar	Percent
Org	Object	Description	Actual	Actual	Actual	Approp.	TA Rec.	Change	Change
6604402	524502	Wat Munis Tyler Tech Maint	\$ 21,267	\$ —	\$ 48,770	\$ 52,250	\$ 53,818	\$ 1,568	3.0 %
6604402	527300	Rental of Construction Equip	\$ 56,172	\$ 65,165	\$ 17,080	\$ 65,165	\$ 67,120	\$ 1,955	3.0 %
6604402	529700	Soil Removal & Brush Disposal	\$ 18,000	\$ 58,591	\$ 10,075	\$ 73,500	\$ 75,705	\$ 2,205	3.0 %
6604402	530000	Prof. and Tech Services	\$ —	\$ —	\$ 34,000	\$ 6,222	\$ 6,409	\$ 187	3.0 %
6604402	530002	Contractor Labor	\$ 6,000	\$ 8,000	\$ 8,400	\$ 8,665	\$ 8,925	\$ 260	3.0 %
6604402	530006	Storm Water Regulation	\$ 25,286	\$ 51,500	\$ 35,185	\$ 51,500	\$ 53,045	\$ 1,545	3.0 %
6604402	530900	Contract Patch	\$ 77,155	\$ 92,561	\$ 92,561	\$ 97,190	\$ 100,106	\$ 2,916	3.0 %
6604402	531600	Police Details	\$ 839	\$ 3,643	\$ 919	\$ 8,010	\$ 8,250	\$ 240	3.0 %
6604402	534100	Telephone	\$ —	\$ —	\$ 4,979	\$ 2,500	\$ 2,575	\$ 75	3.0 %
6604402	534800	Prof Services - GIS Maint	\$ 9,600	\$ —	\$ —	\$ —	\$ —	\$ —	— %
6604402	538200	Outside Labor	\$ 56,834	\$ 89,818	\$ 93,739	\$ 125,369	\$ 129,130	\$ 3,761	3.0 %
6604402	538300	Emergency Tree Damage	\$ —	\$ 71,149	\$ 212,232	\$ 20,000	\$ 20,600	\$ 600	3.0 %
6604402	573400	Street Opening Permits	\$ —	\$ —	\$ —	\$ 10,200	\$ 10,506	\$ 306	3.0 %
6604402	578500	Reserve Fund	\$ 90,930	\$ 125,774	\$ 89,560	\$ 130,050	\$ 133,952	\$ 3,902	3.0 %
Subtotal Contract Services			\$ 362,083	\$ 566,201	\$ 647,501	\$ 650,621	\$ 670,140	\$ 19,519	3.0 %
6604402	553100	Public Works Supplies	\$ 100,363	\$ 121,003	\$ 125,320	\$ 122,070	\$ 125,732	\$ 3,662	3.0 %
Subtotal Supplies			\$ 100,363	\$ 121,003	\$ 125,320	\$ 122,070	\$ 125,732	\$ 3,662	3.0 %
6604402	522900	Electricity	\$ 4,379	\$ 3,950	\$ 5,208	\$ 7,780	\$ 8,013	\$ 233	3.0 %
Subtotal Minor Capital (Outlay)			\$ 4,379	\$ 3,950	\$ 5,208	\$ 7,780	\$ 8,013	\$ 233	3.0 %
Subtotal Expenses			\$ 466,825	\$ 691,153	\$ 778,028	\$ 780,471	\$ 803,885	\$ 23,414	3.0 %
<b>Total 5261 Sewer &amp; Stormwater Operating</b>			\$ 1,389,770	\$ 1,458,688	\$ 1,838,727	\$ 2,217,430	\$ 2,382,797	\$ 165,367	7.5 %

# 5200 - Public Works Sewer Division

## Sewer MWRA Assessment Budget Detail

Expenses	Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 TA Rec.	Dollar Change	Percent Change
		6604412	569400	MWRA Assessment	\$ 5,482,714	\$ 5,677,771	\$ 5,650,272	\$ 5,735,537	\$ 6,022,314	\$ 286,777
				\$ 5,482,714	\$ 5,677,771	\$ 5,650,272	\$ 5,735,537	\$ 6,022,314	\$ 286,777	5.0 %
	<b>Subtotal Expenses</b>			\$ 5,482,714	\$ 5,677,771	\$ 5,650,272	\$ 5,735,537	\$ 6,022,314	\$ 286,777	5.0 %
	<b>Total 5262 MWRA Assessment</b>			\$ 5,482,714	\$ 5,677,771	\$ 5,650,272	\$ 5,735,537	\$ 6,022,314	\$ 286,777	5.0 %

## Sewer Debt Service Budget Detail

Expenses	Org	Object	Description	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 TA Rec.	Dollar Change	Percent Change
		6607102	591221	Water Pollution Abatement - Interest	\$ 438,438	\$ 447,411	\$ 456,568	\$ 465,914	\$ 475,450	\$ 9,536
	6607512	591221	Water Pollution Abatement - Principal	\$ 95,641	\$ 86,783	\$ 77,743	\$ 68,518	\$ 59,105	\$ (9,414)	(13.7)%
	6607102	591227	Clean Water Trust Loan - Principal	\$ 105,848	\$ 108,149	\$ 110,499	\$ 112,901	\$ 115,354	\$ 2,453	2.2 %
	6607512	591243	Clean Water Trust Loan - Interest	\$ 34,211	\$ 32,094	\$ 29,931	\$ 27,721	\$ 25,463	\$ (2,258)	(8.1)%
	6607102	591238	Sewer & Stormwater Loan - Principal	\$ 130,000	\$ 125,000	\$ 125,000	\$ 120,000	\$ 115,100	\$ (4,900)	(4.1)%
	6607512	591238	Sewer & Stormwater Loan - Interest	\$ 19,677	\$ 15,777	\$ 12,027	\$ 8,277	\$ 4,677	\$ (3,600)	(43.5)%
	6607102	591404	MWRA 0% Loan - \$246K	\$ 49,170	\$ 49,170	\$ 49,170	\$ 49,170	\$ 21,200	\$ (27,970)	(56.9)%
	6607102	591405	MWRA 0% Loan - \$212K	\$ 42,400	\$ 42,400	\$ 42,400	\$ 42,400	\$ 21,200	\$ (21,200)	(50.0)%
	6607102	591406	MWRA 0% Loan- \$260K	\$ —	\$ —	\$ —	\$ —	\$ 26,000	\$ 26,000	— %
	6607512	558900	Fees - WPAT and MA Clean Water Trust	\$ 9,739	\$ 8,916	\$ 8,076	\$ 8,000	\$ 8,000	\$ —	— %
	<b>Subtotal Debt Service</b>			\$ 925,124	\$ 915,700	\$ 911,414	\$ 902,901	\$ 871,549	\$ (31,353)	(3.5)%
	<b>Subtotal Expenses</b>			\$ 925,124	\$ 915,700	\$ 911,414	\$ 902,901	\$ 871,549	\$ (31,353)	(3.5)%
	<b>Total 5263 Debt Service</b>			\$ 925,124	\$ 915,700	\$ 911,414	\$ 902,901	\$ 871,549	\$ (31,353)	(3.5)%

# 5300 - Recreation

## Program Overview

The department offers quality year-round activities and services for residents of all ages and abilities. Offerings include:

### Summer Programs

During the summer season, the department offers youth, and teen camp and recreational programs. In addition, the department offers a variety of special community events.

### School Year Programs

During the school year the department offers a multitude of activities for residents of all ages. These include indoor and outdoor programs, events, and aquatics activities at the Higginbottom Pool.

### Skip Vigliolo Rink

In FY2025 and part of FY2026, the Vigliolo Skating Rink will not be available due to construction. The Town Administration budget includes funding for a Rink Manager who will be tasked with developing an operating plan.

### Underwood Pool

Continues to be the "Happiest Place in Belmont," a true community gathering place. Swimmers of all ages and abilities, from toddlers to seniors enjoy the summer months locally. Patrons participate in lap swimming, free swim, and lessons. The slide and diving board continue to be big attractions. The summer of 2025 will be the 10th anniversary of the pool remodel.

### S.P.O.R.T. – Adaptive Programs

Belmont/Watertown, Special Programs Organized for Recreation Time, better known as "S.P.O.R.T.", is a year-round program for individuals with disabilities. Activities include competitive and non-competitive sports training (with the option of Special Olympics competition). Additionally, recreational and social programs draw participants of all ages.

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## FY2024-25 Achievements

- Successful expansion of our summer camp program to add more campers and relocate to Belmont Middle High School. Increased camp programming.
- Successful summer at the Underwood Pool
- Transitioned from a general fund budget to a revolving fund budget.
- Completed Grove and PQ CPA projects and began the Chenery phase 1 CPA project.
- Assisted the Beech Street Center with operations during transition.
- Expanded School Year programs and events. Secured sponsorships for events.

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## FY2026 Goals

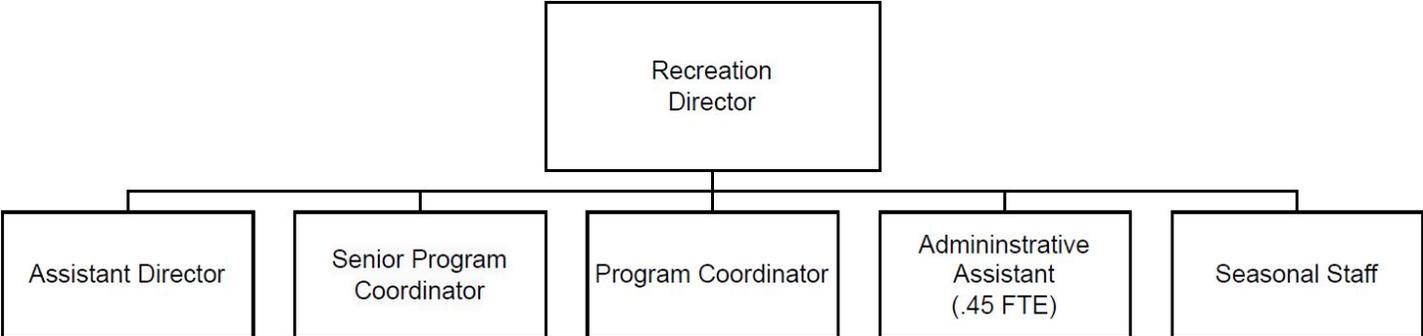
- See Community Services 6400

# 5300 - Recreation

## Staffing and Structure

The Recreation Department operates with a Recreation Director (Community Services Director), Assistant Director (Assistant Community Services Director), two program coordinators, and one permanent part-time administrative assistant. The department is supported annually by

approximately 100 seasonal employees and several volunteers. The Recreation Department continues to employ a healthy number of seasonal employees across multiple programs.



# 5300 - Recreation

Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Recreation Director	—	—	1	1	1	1	1	—
Assistant Recreation Director*	—	—	1	1	—	—	1	—
Office Manager	1	1	—	—	—	—	—	—
Program Coordinator Union*	1	1	1	1	1	1	1	—
Program Coordinator Non-Union*	—	—	—	—	1	1	1	—
Administrative Assistant	0.45	0.45	0.45	0.45	0.45	0.45	0.45	—
Youth Coordinator*	—	—	—	—	1	1	—	—
Seasonal Staff / Fall Winter Program	2.65	2.60	2.60	2.60	2.40	2.40	2.40	—
Seasonal Staff / Skating Rink**	1.15	1.20	1.20	1.20	1.40	—	—	—
Seasonal Staff / Special Needs Program	0.63	0.40	0.40	0.40	0.40	0.40	0.40	—
Seasonal Staff / Spring Programs	0.10	—	—	—	—	—	—	—
Seasonal Staff / Summer Pool Programs	3.89	3.90	3.90	3.90	3.90	3.90	3.90	—
Seasonal Staff / Summer Sports Programs	3.57	3.60	3.60	3.60	3.60	3.60	3.60	—
<b>Total</b>	<b>14.44</b>	<b>14.15</b>	<b>15.15</b>	<b>15.15</b>	<b>16.15</b>	<b>14.75</b>	<b>14.75</b>	<b>—</b>

\*The Program Coordinator Non-Union was promoted to the Assistant Director for FY2025. The Program Coordinator Union was promoted to fill that vacancy, and the Youth Coordinator was promoted to fill the Program Coordinator Union vacancy. The Youth Commission function, which was transferred from the Health Department in FY2023, will be absorbed by the Program Coordinator positions in FY2025.

\*\*The Skating Rink did not operate in FY2024, so no seasonal staff were needed.

*The Recreation Department is merging into a new Community Services department in FY2026.*

# 5300 - Recreation

## Budget Recommendations

In FY2026, the Recreation Department will be combined with elements of several other areas to become a division of Community Services. Therefore, the budget request can be

found under that new department within Human Services. Historical information for Recreation is reflected for reference.

### Recreation Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 592,637	\$ 819,886	\$ 848,735	\$ 323,398	\$ —	\$ —	\$ —	\$ —	\$ (323,398)	(100)%
Expenses	\$ 401,724	\$ 715,806	\$ 651,287	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
<b>Total 5300 Recreation</b>	<b>\$ 994,361</b>	<b>\$ 1,535,693</b>	<b>\$ 1,500,022</b>	<b>\$ 323,398</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (323,398)</b>	<b>(100)%</b>

<b>General Fund Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 5310 Recreation Admin	\$ 265,444	\$ 333,846	\$ 358,831	\$ 323,398	\$ —	\$ —	\$ —	\$ —	\$ (323,398)	(100)%
Total 5320 Recreation Programs	\$ 728,917	\$ 1,201,847	\$ 1,141,192	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
<b>Total General Fund</b>	<b>\$ 994,361</b>	<b>\$ 1,535,693</b>	<b>\$ 1,500,022</b>	<b>\$ 323,398</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (323,398)</b>	<b>(100)%</b>

<b>Revolving Funds Revolving Fund Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Field Maintenance Rev. Fund	\$ 42,285	\$ 25,222	\$ 48,400	\$ 60,000	\$ —	\$ —	\$ —	\$ —	\$ (60,000)	(100)%
Recreation Programs Rev. Fund	\$ 728,917	\$ 1,201,847	\$ 1,141,192	\$ 1,279,115	\$ —	\$ —	\$ —	\$ —	\$ (1,279,115)	(100)%
<b>Total Revolving Fund</b>	<b>\$ 771,202</b>	<b>\$ 1,227,069</b>	<b>\$ 1,189,591</b>	<b>\$ 1,339,115</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (1,339,115)</b>	<b>(100)%</b>
<b>Combined Total</b>	<b>\$ 1,765,564</b>	<b>\$ 2,762,761</b>	<b>\$ 2,689,613</b>	<b>\$ 1,662,513</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (1,662,513)</b>	<b>(100)%</b>

# 5300 - Recreation

## Recreation Admin Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Compensation	Org	Object	Description										
	16311	511000	Full-Time Salaries	\$ 219,483	\$ 279,927	\$ 306,588	\$ 323,398	\$ —	\$ —	\$ —	\$ —	\$(323,398)	(100)%
	16311	511100	Part-Time Salaries	\$ 21,272	\$ 23,861	\$ 21,975	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	16311	514105	Eyeglass Reimbursement	\$ 145	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	16311	513000	Overtime	\$ 4,082	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
<b>Subtotal Compensation</b>			<b>\$ 244,982</b>	<b>\$ 303,788</b>	<b>\$ 328,564</b>	<b>\$ 323,398</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$(323,398)</b>	<b>(100)%</b>	
Expenses	16322	530000	Prof. and Tech Services	\$ 2,099	\$ 2,070	\$ 1,750	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	16322	530300	Software Licenses	\$ 8,595	\$ 10,290	\$ 12,415	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	16322	534100	Telephone	\$ 757	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	16322	534700	Printing	\$ 7,111	\$ 15,865	\$ 14,603	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	<b>Subtotal Contract Services</b>			<b>\$ 18,562</b>	<b>\$ 28,225</b>	<b>\$ 28,768</b>	<b>\$ —</b>	<b>\$ —</b>	<b>—%</b>				
	16322	542100	Office Supplies	\$ 1,900	\$ 1,833	\$ 1,499	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	<b>Subtotal Supplies</b>			<b>\$ 1,900</b>	<b>\$ 1,833</b>	<b>\$ 1,499</b>	<b>\$ —</b>	<b>\$ —</b>	<b>—%</b>				
<b>Subtotal Expenses</b>			<b>\$ 20,463</b>	<b>\$ 30,058</b>	<b>\$ 30,267</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>—%</b>	
<b>Total 5310 Recreation Admin</b>			<b>\$ 265,444</b>	<b>\$ 333,846</b>	<b>\$ 358,831</b>	<b>\$ 323,398</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$(323,398)</b>	<b>(100)%</b>	
<b>Revolving Fund</b>													
			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Field Maintenance Revolving Fund			\$ 42,285	\$ 25,222	\$ 48,400	\$ 60,000	\$ —	\$ —	\$ —	\$ —	\$ (60,000)	(100)%	
<b>Total Revolving Fund</b>			<b>\$ 42,285</b>	<b>\$ 25,222</b>	<b>\$ 48,400</b>	<b>\$ 60,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (60,000)</b>	<b>(100)%</b>	
<b>Combined Total</b>			<b>\$ 307,729</b>	<b>\$ 359,068</b>	<b>\$ 407,230</b>	<b>\$ 383,398</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$(383,398)</b>	<b>(100)%</b>	

# 5300 - Recreation

## Recreation Programs Budget Detail

Recreation Programs Budget Detail			General Fund			Revolving Fund						
			FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Org	Object	Description										
21586015	438010	Summer Programs Revenue	\$ (295,402)	\$ (364,772)	\$ (382,072)	\$ (337,000)	\$ —	\$ —	\$ —	\$ —	\$ 337,000	(100)%
21586016	511100	Part-Time Salaries	\$ 85,749	\$ 131,211	\$ 189,874	\$ 175,000	\$ —	\$ —	\$ —	\$ —	\$ (175,000)	(100)%
21586016	529300	Custodial Service	\$ 594	\$ —	\$ —	\$ 16,500	\$ —	\$ —	\$ —	\$ —	\$ (16,500)	(100)%
21586016	530000	Prof. and Tech Services	\$ —	\$ 58,318	\$ 100,915	\$ 70,000	\$ —	\$ —	\$ —	\$ —	\$ (70,000)	(100)%
21586016	533000	Transportation Reg Bus	\$ —	\$ —	\$ 13,545	\$ 12,200	\$ —	\$ —	\$ —	\$ —	\$ (12,200)	(100)%
21586016	545001	Program Supplies	\$ 26,588	\$ 17,316	\$ 38,139	\$ 15,000	\$ —	\$ —	\$ —	\$ —	\$ (15,000)	(100)%
<b>Subtotal Summer Program Spending</b>			<b>\$ 112,931</b>	<b>\$ 206,844</b>	<b>\$ 342,472</b>	<b>\$ 288,700</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (288,700)</b>	<b>(100)%</b>
2158603	438010	School Year Program Revenue	\$ (205,019)	\$ (497,740)	\$ (422,758)	\$ (350,000)	\$ —	\$ —	\$ —	\$ —	\$ 350,000	(100)%
2158603	511100	Part-Time Salaries	\$ 40,633	\$ 69,701	\$ 28,625	\$ 45,000	\$ —	\$ —	\$ —	\$ —	\$ (45,000)	(100)%
2158603	527400	Equipment Rental	\$ 23,830	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
2158603	529300	Custodial Service	\$ 2,028	\$ 50,476	\$ 52,722	\$ 15,000	\$ —	\$ —	\$ —	\$ —	\$ (15,000)	(100)%
2158603	530000	Prof. and Tech Services	\$ —	\$ 276,571	\$ 241,090	\$ 308,000	\$ —	\$ —	\$ —	\$ —	\$ (308,000)	(100)%
2158603	533000	Transportation Reg Bus	\$ —	\$ —	\$ 179	\$ 12,000	\$ —	\$ —	\$ —	\$ —	\$ (12,000)	(100)%
2158603	530300	Software Licenses	\$ —	\$ —	\$ —	\$ 12,415	\$ —	\$ —	\$ —	\$ —	\$ (12,415)	(100)%
2158603	534700	Printing	\$ —	\$ —	\$ —	\$ 16,000	\$ —	\$ —	\$ —	\$ —	\$ (16,000)	(100)%
2158603	545001	Program Supplies	\$ 102,042	\$ 8,930	\$ 14,321	\$ 15,000	\$ —	\$ —	\$ —	\$ —	\$ (15,000)	(100)%
<b>Subtotal School Year Programs</b>			<b>\$ 168,534</b>	<b>\$ 405,678</b>	<b>\$ 336,936</b>	<b>\$ 423,415</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (423,415)</b>	<b>(100)%</b>
2158605	438010	SPORT Revenue	\$ (20,970)	\$ (21,000)	\$ (15,030)	\$ (25,000)	\$ —	\$ —	\$ —	\$ —	\$ 25,000	(100)%
2158605	511100	Part-Time Salaries	\$ 3,508	\$ 5,764	\$ 5,119	\$ 4,000	\$ —	\$ —	\$ —	\$ —	\$ (4,000)	(100)%
2158605	529300	Custodial Service	\$ 5,266	\$ 109	\$ 184	\$ 10,000	\$ —	\$ —	\$ —	\$ —	\$ (10,000)	(100)%
2158605	533000	Transportation Reg Bus	\$ 1,340	\$ 867	\$ 1,015	\$ 1,500	\$ —	\$ —	\$ —	\$ —	\$ (1,500)	(100)%
2158605	545001	Program Supplies	\$ 995	\$ 1,470	\$ 1,389	\$ 1,000	\$ —	\$ —	\$ —	\$ —	\$ (1,000)	(100)%
<b>Subtotal SPORT Program</b>			<b>\$ 11,108</b>	<b>\$ 8,210</b>	<b>\$ 7,707</b>	<b>\$ 16,500</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (16,500)</b>	<b>(100)%</b>

# 5300 - Recreation

Recreation Programs Budget Detail			General Fund			Revolving Fund						
			FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Org	Object	Description										
21586025	438010	Pool Revenue	\$ (509,521)	\$ (499,774)	\$ (428,315)	\$ (475,000)	\$ —	\$ —	\$ —	\$ —	\$ 475,000	(100)%
21586026	511100	Part-Time Salaries	\$ 174,257	\$ 247,142	\$ 296,554	\$ 325,000	\$ —	\$ —	\$ —	\$ —	\$ (325,000)	(100)%
21586026	530000	Prof. and Tech Services	\$ —	\$ 4,037	\$ 3,795	\$ 5,000	\$ —	\$ —	\$ —	\$ —	\$ (5,000)	(100)%
21586026	523100	Water	\$ 20,261	\$ —	\$ 1,059	\$ 14,000	\$ —	\$ —	\$ —	\$ —	\$ (14,000)	(100)%
21586026	545001	Program Supplies	\$ 24,426	\$ 15,391	\$ 28,782	\$ 14,000	\$ —	\$ —	\$ —	\$ —	\$ (14,000)	(100)%
21586026	545002	Pool Supplies	\$ 71,146	\$ 94,560	\$ 91,483	\$ 60,000	\$ —	\$ —	\$ —	\$ —	\$ (60,000)	(100)%
21586026	522900	Electricity	\$ 9,160	\$ 11,597	\$ 11,594	\$ 14,000	\$ —	\$ —	\$ —	\$ —	\$ (14,000)	(100)%
<b>Subtotal Underwood Pool Expenses</b>			<b>\$ 299,250</b>	<b>\$ 372,727</b>	<b>\$ 433,267</b>	<b>\$ 432,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (432,000)</b>	<b>(100)%</b>
16311	511105	Part-Time Salaries Skating Rink	\$ 43,507	\$ 62,280	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
16384592	530000	Prof. and Tech Services	\$ —	\$ 23,315	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
16384592	523100	Water	\$ —	\$ 90	\$ 75	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
16384592	545001	Program Supplies	\$ 1,800	\$ 290	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
16384592	545003	Skating Rink Supplies	\$ 33,881	\$ 48,167	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
16384592	522700	Oil Used for Heat	\$ 4,499	\$ 6,874	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
16384592	522900	Electricity	\$ 53,407	\$ 67,371	\$ 3,157	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
<b>Subtotal Rink Expenses</b>			<b>\$ 137,094</b>	<b>\$ 208,388</b>	<b>\$ 3,233</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>—%</b>
21586045	438010	Higginbottom Pool Revenue	\$ —	\$ —	\$ —	\$ (65,000)	\$ —	\$ —	\$ —	\$ —	\$ 65,000	(100)%
21586046	511100	Part-Time Salaries	\$ —	\$ —	\$ —	\$ 40,000	\$ —	\$ —	\$ —	\$ —	\$ (40,000)	(100)%
21586046	529300	Custodial Service	\$ —	\$ —	\$ —	\$ 17,000	\$ —	\$ —	\$ —	\$ —	\$ (17,000)	(100)%
21586046	530000	Prof. and Tech Services	\$ —	\$ —	\$ 2,880	\$ 1,500	\$ —	\$ —	\$ —	\$ —	\$ (1,500)	(100)%
21586046	545001	Program Supplies	\$ —	\$ —	\$ 25	\$ 2,500	\$ —	\$ —	\$ —	\$ —	\$ (2,500)	(100)%
<b>Subtotal Higginbottom Pool Expenses</b>			<b>\$ —</b>	<b>\$ —</b>	<b>\$ 2,905</b>	<b>\$ 61,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (61,000)</b>	<b>(100)%</b>
21586065	438010	Adult Education Revenue	\$ —	\$ —	\$ (29,070)	\$ (15,000)	\$ —	\$ —	\$ —	\$ —	\$ 15,000	(100)%
21586066	511100	Part-Time Salaries	\$ —	\$ —	\$ —	\$ 5,000	\$ —	\$ —	\$ —	\$ —	\$ (5,000)	(100)%
21586066	529300	Custodial Service	\$ —	\$ —	\$ —	\$ 5,000	\$ —	\$ —	\$ —	\$ —	\$ (5,000)	(100)%
21586066	530000	Prof. and Tech Services	\$ —	\$ —	\$ 14,671	\$ 40,000	\$ —	\$ —	\$ —	\$ —	\$ (40,000)	(100)%
21586066	545001	Program Supplies	\$ —	\$ —	\$ —	\$ 7,500	\$ —	\$ —	\$ —	\$ —	\$ (7,500)	(100)%
<b>Subtotal Adult Education Expenses</b>			<b>\$ —</b>	<b>\$ —</b>	<b>\$ 14,671</b>	<b>\$ 57,500</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (57,500)</b>	<b>(100)%</b>
<b>Total 5320 Recreation Programs</b>			<b>\$ 728,917</b>	<b>\$ 1,201,847</b>	<b>\$ 1,141,192</b>	<b>\$ 1,279,115</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (1,279,115)</b>	<b>(100)%</b>
<b>Total Revolving Fund Revenue</b>			<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>—%</b>

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# 6000 - Human Services

Town of Belmont, MA

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Total 6100 Library	\$ 2,116,796	\$2,228,240	\$2,257,693	\$ 2,391,802	\$2,487,066	\$ —	\$ —	\$2,487,066	\$ 95,264	3.98 %
Total 6200 Council on Aging	\$ 402,478	\$ 398,931	\$ 388,812	\$ 422,086	\$ —	\$ —	\$ —	\$ —	\$ (422,086)	(100)%
Total 6300 Health	\$ 534,082	\$ 606,062	\$ 515,820	\$ 616,761	\$ 495,741	\$ —	\$ (1,920)	\$ 493,821	\$ (122,940)	(19.93)%
Total 6400 Community Services	\$ —	\$ —	\$ —	\$ —	\$ 973,521	\$ —	\$ —	\$ 973,521	\$ 973,521	— %
<b>Total Human Services</b>	<b>\$3,053,356</b>	<b>\$3,233,233</b>	<b>\$3,162,325</b>	<b>\$3,430,649</b>	<b>\$3,956,328</b>	<b>\$ —</b>	<b>\$ (1,920)</b>	<b>\$3,954,408</b>	<b>\$ 523,759</b>	<b>15.27 %</b>

## Expense Summary

Compensation	\$2,228,558	\$2,462,956	\$2,272,356	\$2,586,302	\$ 3,111,851	\$ —	\$ —	\$ 3,111,851	\$ 525,549	20.32 %
Expenses	\$ 824,797	\$ 770,276	\$ 889,969	\$ 844,347	\$ 844,477	\$ —	\$ (1,920)	\$ 842,557	\$ (1,790)	(0.21)%
<b>Total Human Services</b>	<b>\$3,053,355</b>	<b>\$3,233,232</b>	<b>\$3,162,325</b>	<b>\$3,430,649</b>	<b>\$3,956,328</b>	<b>\$ —</b>	<b>\$ (1,920)</b>	<b>\$3,954,408</b>	<b>\$ 523,759</b>	<b>15.27 %</b>



## 6100 - Library

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### Program Overview

The library has five primary program areas:

#### **Circulation Services**

This is the main service hub at the library. Our staff handle all checkouts and returns for books, movies, music and other materials, both from the Belmont Library and through libraries within and outside the Minuteman network. We also help keep everything in order on the shelves, renew items, process holds, sign up new members, create displays, and work with other departments to make sure things run smoothly.

#### **Adult/Reference Services**

Our librarians are ready to help you find the information or materials you need. Whether you're looking for recommendations, need help accessing the internet, or want to learn how to download e-books or audiobooks, we're here for you! Our team also manages the adult collections—selecting new items and removing old ones—across books, e-books, databases, and more. Plus, we host all kinds of programs for adults, from book discussions and concerts to community events like One Book One Belmont.

#### **Young Adult Services**

This section is dedicated to middle and high school students, offering books and resources just for them. The Young Adult Librarian also plans programs for teens, from fun activities and creative workshops to volunteer opportunities and support with schoolwork. Other services include homework help, summer reading programs, book clubs, and a dedicated Teen Page on our website. We work closely with local schools to make sure our resources support students' learning.

#### **Children's Services**

For our youngest visitors (infants to sixth graders), we offer a variety of fun and educational programs! From storytime and music events to STEM activities and special performances, we have something for every young learner. We also carefully select books and materials that are perfect for kids at different stages, and offer parent workshops and community service opportunities.

#### **Technology & Technical Services**

This team takes care of all the behind-the-scenes work to keep the library's collection up to date. They handle acquiring, cataloging, and preparing new books and materials, and also remove items when needed. They also manage all our tech, including keeping the computers running smoothly, and they handle incoming mail, library subscriptions, and invoices.

# 6100 - Library

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## FY2024-25 Achievements

- The Belmont Public Library has been a top circulating library in the Commonwealth for years, even when compared to communities that are much larger than Belmont. In FY2024 the library had a total collection use of 517,413 which represents only a 22% decrease from FY2023, despite closing the library and putting the majority of our browsing collection into storage.
- We successfully brought the old library building offline, and launched services in three temporary locations in town-owned buildings including the Benton Library, Beech Street Center, and Chenery Upper Elementary School. During this move, library services were only unavailable for three days.
- In FY2024 we completed a project to add RFID tags to our entire collection. This coupled with plans for an automated materials handler and self-checkout machines will help keep the FTE count from expanding in any major ways as we enter the new building.
- After creating a policy for disposing of surplus property, we donated some furniture items to other town departments, schools, area libraries and local non-profit groups. This culminated in the successful sale of the remaining surplus items to members of the public.
- After many years of financial planning and staff reorganization, we onboarded the first Assistant Library Director in over 30 years. This was a great partnership between the Board of Trustees and Town Government, and our Assistant Director began making a strong impact immediately.

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## FY2026 Goals

- To open our new library building, on time and on budget, fulfilling a 25-year effort of hundreds of citizens and library staff members.
- Maintain a strong print collection while providing new media and online resources to meet patrons' changing needs and interests.
- Provide community-wide programming for patrons of all ages and interests.
- Continue to help our Library be an outward-facing organization each and every year.

## 6100 - Library

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### **Staffing and Structure**

**Circulation Services** consists of a supervisor and four full-time circulation assistants. The department also has several part-time (non-union) employees who help cover the seven days, 68 hours that the department is normally open each week. The total FTEs for this department is 5.8.

**Adult References Services** consists of a Coordinator and five full-time librarians; all full-time librarians report to the Coordinator of Adult Services. The Department has several part-time (non-union) staff that helps cover the Reference Desk during open hours. All staff in this department are professional Librarians, and must have a Master's Degree in Library Science. The total FTEs for this department is 5.6.

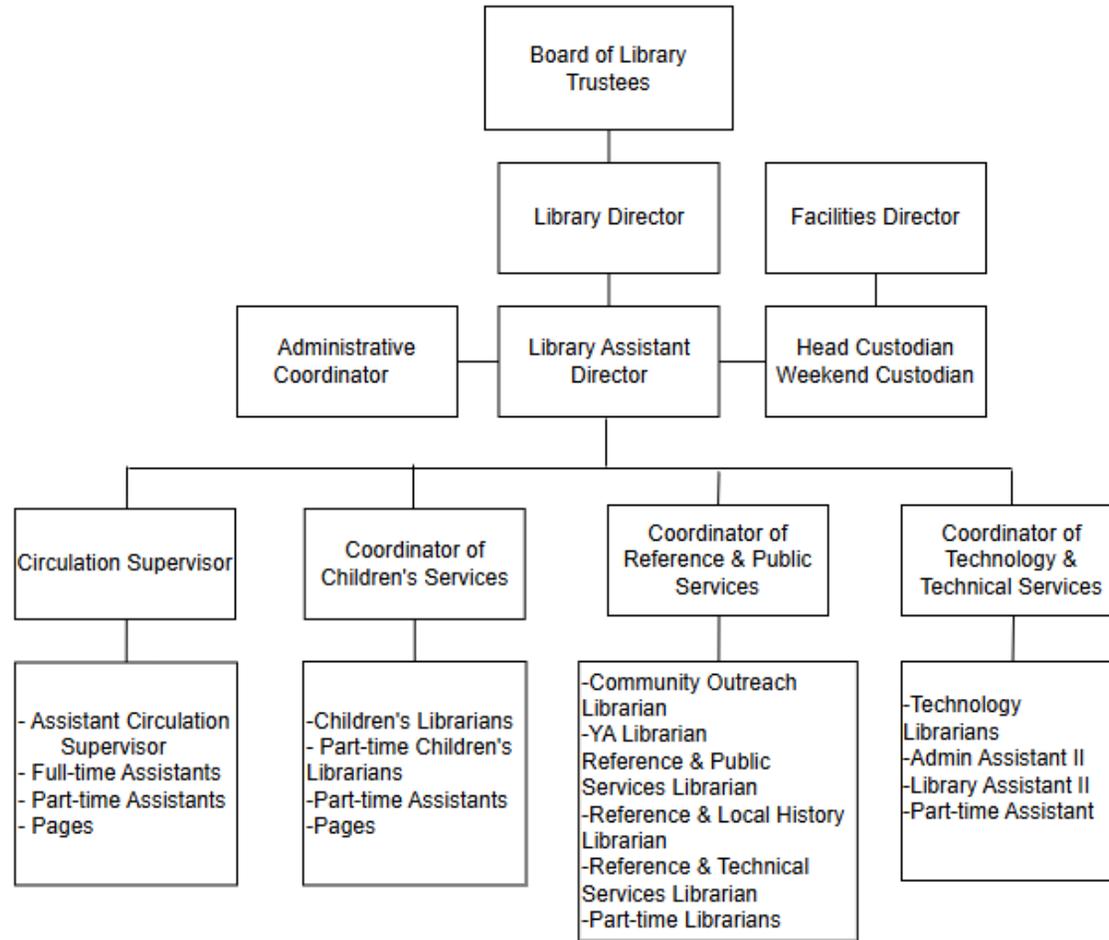
**Young Adult Services** consist of a Librarian (1 FTE) who covers the reference desk part-time and reports to the Coordinator of Public Services.

**Children's Services** consist of a Coordinator and two full-time Children's Librarians. The department has one part-time (25 hours) library assistant and several part-time (non-union) staff that help cover the room seven days a week. The total FTEs for this department is 4.4.

**Technology & Technical Services** consists of a Coordinator, one full-time Technology Librarian, one full-time Administration Assistant, and one full-time Library Assistant. The Coordinator is a Librarian who also helps cover the reference desk. The department is open 35 hours a week. The total FTEs for this department is 4.0.

**Plant Operations** will consist of two part-time custodians covering weekends and evenings and one full-time custodian covering weekdays. A contractual cleaning service also covers additional hours each week. The total FTEs for this department will be 1.7 in FY2026.

**Administration** consists of the Library Director, Assistant Director and Administrative Coordinator. The total FTEs for this department is 3.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
<u>Library Administration</u>								
Director	1	1	1	1	1	1	1	1
Assistant Director*	—	—	—	—	—	1	1	1
Administrative Coordinator	1	1	1	1	1	1	1	1
Subtotal	2	2	2	2	2	3	3	3

# 6100 - Library

Position Classification (cont.)	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
<u>Library Public Services</u>								
Children's Librarian	1	1	1	1	2	2	2	2
Circulation Supervisor	1	1	1	1	1	1	1	1
Community Outreach Librarian	1	1	1	1	1	1	1	1
Coordinator of Child Services	1	1	1	1	1	1	1	1
Coordinator of Reference & Public Services	1	1	1	1	1	1	1	1
Library Assistant I	2.70	3	3	3	3	3	3	3
Assistant Circulation Supervisor	1	1	1	1	1	1	1	1
Library Assistant II	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7
Part-timers and Library Pages**	3.45	2.95	4.85	4.85	4.85	4.25	3.75	4.85
Reference/Technical Services Librarian	1	1	1	1	1	1	1	1
Reference & Local History Librarian	1	1	1	1	1	1	1	1
Reference Librarian & Public Services Librarian	1	1	1	1	1	1	1	1
Young Adult Librarian	1	1	1	1	1	1	1	1
Subtotal	16.85	16.65	18.55	18.55	19.55	18.95	18.45	19.55
<u>Library Tech Services</u>								
Administrative Assistant II	1	1	1	1	1	1	1	1
Coordinator of Technology & Tech Services	1	1	1	1	1	1	1	1
Technology Librarian***	1	1	1	1	1	1	2	2
Part-time Library Assistant	0.37	0.4	0.4	0.4	0.4	—	—	—
Library Assistant II	1	1	1	1	1	1	1	1
Subtotal	4.37	4.4	4.4	4.4	4.4	4	5	5
<u>Library Plant Operations</u>								
Lead Custodian****	1	1	1	1	1	—	—	1
Part-time Custodian****	0.25	0.3	0.3	0.3	0.3	0.3	0.3	0.7
Subtotal	1.25	1.3	1.3	1.3	1.3	0.3	0.3	1.7
Total	24.47	24.35	26.25	26.25	27.25	26.25	26.75	29.25

\*The Library hired an Assistant Director midway through FY2024.

\*\*Part-time (non-union) staffing was reduced in FY2024 and FY2025 while the Library moved to temporary space and is being largely restored in FY2026.

\*\*\*The FY2025 budget funded three months of an additional Technology Librarian's salary that extended to 12 months in FY2026.

\*\*\*\*Custodial staffing was reduced in FY2024 and FY2025 while the Library moved to temporary space and is being restored in FY2026, with a second part-time custodian.

# 6100 - Library

## Budget Recommendations

The recommended FY2026 budget for the Library is \$2,487,066, which is an increase of \$95,264 or 3.98% from the FY2025 budget.

Compensation is \$1,859,892, which is an increase of \$126,948 or 7.33% from the FY2025 budget. This includes costs for new custodial staff and other staffing changes necessary for opening the new library in FY2026. The apparent increase is largely a restoration of funding from prior years. The request continues the trend of prudent fiscal management which shows an average annual increase of less than 1.5% over the last ten years for the

library. We anticipate a more predictable budget for the library moving forward.

Expenses are \$627,174, which is a decrease of \$(31,684) or (4.81)% which takes into account the anticipated opening of the Library in mid-FY2026.

It is important to note that the Town is working with the Board of Library Trustees on a proposal to transfer the Plant Operations budget to a stand-alone division in Facilities. If successful, the final budget recommendation issued in March 2025 will reflect that transfer.

### Library Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 1,430,861	\$ 1,573,631	\$ 1,472,792	\$ 1,732,944	\$ 1,859,892	\$ —	\$ —	\$ 1,859,892	\$ 126,948	7.33 %
Expenses	\$ 685,935	\$ 654,608	\$ 784,901	\$ 658,858	\$ 627,174	\$ —	\$ —	\$ 627,174	\$ (31,684)	(4.81)%
<b>Total 6100 Library</b>	<b>\$ 2,116,796</b>	<b>\$ 2,228,240</b>	<b>\$ 2,257,693</b>	<b>\$ 2,391,802</b>	<b>\$ 2,487,066</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 2,487,066</b>	<b>\$ 95,264</b>	<b>3.98 %</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 6110 Library Admin	\$ 195,307	\$ 207,584	\$ 261,931	\$ 315,230	\$ 336,008	\$ —	\$ —	\$ 336,008	\$ 20,778	6.59 %
Total 6120 Public Services	\$ 1,296,765	\$ 1,403,887	\$ 1,281,061	\$ 1,462,358	\$ 1,475,394	\$ —	\$ —	\$ 1,475,394	\$ 13,036	0.89 %
Total 6130 Technical Services	\$ 349,262	\$ 372,538	\$ 529,765	\$ 437,774	\$ 483,624	\$ —	\$ —	\$ 483,624	\$ 45,850	10.47 %
Total 6140 Library Plant Operations	\$ 275,463	\$ 244,231	\$ 184,936	\$ 176,440	\$ 192,040	\$ —	\$ —	\$ 192,040	\$ 15,600	8.84 %
<b>Total 6100 Library</b>	<b>\$ 2,116,796</b>	<b>\$ 2,228,240</b>	<b>\$ 2,257,693</b>	<b>\$ 2,391,802</b>	<b>\$ 2,487,066</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 2,487,066</b>	<b>\$ 95,264</b>	<b>3.98 %</b>

<b>Non-General Fund Sources</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
State Formula Grant	\$ 47,587	\$ 59,456	\$ 62,451	\$ 68,987	\$ 68,987	\$ —	\$ —	\$ 68,987	\$ —	— %
Library Revolving Fund	\$ 5,836	\$ 9,756	\$ 5,603	\$ 15,000	\$ 15,000	\$ —	\$ —	\$ 15,000	\$ —	— %
<b>Total Library Non-General Fund</b>	<b>\$ 53,423</b>	<b>\$ 69,212</b>	<b>\$ 68,054</b>	<b>\$ 83,987</b>	<b>\$ 83,987</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 83,987</b>	<b>\$ —</b>	<b>— %</b>
<b>Combined Total All Sources</b>	<b>\$ 2,170,219</b>	<b>\$ 2,297,452</b>	<b>\$ 2,325,747</b>	<b>\$ 2,475,789</b>	<b>\$ 2,571,053</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 2,571,053</b>	<b>\$ 95,264</b>	<b>3.85 %</b>

# 6100 - Library

## Library Admin Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	<b>FY2026</b>	Dollar	Percent	
Comp.	Org	Object	Description	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	<b>TA Rec.</b>	Change	Change
	Comp.	16111	511000	Full-Time Salaries	\$ 182,223	\$ 194,773	\$256,603	\$ 297,683	\$ 317,833	\$ —	\$ —	\$ 317,833	\$ 20,150
16111		514800	Longevity	\$ 925	\$ 925	\$ 975	\$ 975	\$ 975	\$ —	\$ —	\$ 975	\$ —	— %
<b>Subtotal Compensation</b>			\$ 183,148	\$ 195,698	\$ 257,578	\$ 298,658	\$ 318,808	\$ —	\$ —	\$ 318,808	\$ 20,150	6.7 %	
Expenses	16112	524500	Repair & Maint. Office Equip.	\$ 6,500	\$ 5,750	\$ —	\$ 6,500	\$ 6,500	\$ —	\$ —	\$ 6,500	\$ —	— %
	16112	530001	Medical Bills	\$ 623	\$ 847	\$ 500	\$ 1,700	\$ —	\$ —	\$ —	\$ —	\$ (1,700)	(100.0)%
	16112	531700	Employee Training	\$ 1,065	\$ 1,000	\$ —	\$ 2,000	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ 1,000	50.0 %
	16112	531900	Advertising	\$ 157	\$ —	\$ 121	\$ 500	\$ 500	\$ —	\$ —	\$ 500	\$ —	— %
	16112	534500	Postage	\$ 1,352	\$ 1,573	\$ 969	\$ 1,500	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ —	— %
	16112	534700	Printing	\$ 1,598	\$ 1,247	\$ 503	\$ 1,500	\$ 2,500	\$ —	\$ —	\$ 2,500	\$ 1,000	66.7 %
	16112	571000	In-State Travel	\$ 283	\$ 605	\$ 1,446	\$ 1,200	\$ 1,200	\$ —	\$ —	\$ 1,200	\$ —	— %
	16112	573000	Dues and Membership	\$ 150	\$ 255	\$ 262	\$ 900	\$ 1,000	\$ —	\$ —	\$ 1,000	\$ 100	11.1 %
	<b>Subtotal Contract Services</b>			\$ 11,728	\$ 11,276	\$ 3,801	\$ 15,800	\$ 16,200	\$ —	\$ —	\$ 16,200	\$ 400	2.5 %
	16112	542100	Office Supplies	\$ 431	\$ 610	\$ 552	\$ 772	\$ 1,000	\$ —	\$ —	\$ 1,000	\$ 228	29.5 %
<b>Subtotal Supplies</b>			\$ 431	\$ 610	\$ 552	\$ 772	\$ 1,000	\$ —	\$ —	\$ 1,000	\$ 228	29.5 %	
<b>Subtotal Expenses</b>			\$ 12,159	\$ 11,886	\$ 4,353	\$ 16,572	\$ 17,200	\$ —	\$ —	\$ 17,200	\$ 628	3.8 %	
<b>Total 6110 Library Admin</b>			\$ 195,307	\$ 207,584	\$ 261,931	\$ 315,230	\$ 336,008	\$ —	\$ —	\$ 336,008	\$ 20,778	6.6 %	

Public Services Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	16121	511000	Full-Time Salaries	\$ 703,790	\$ 820,860	\$ 735,055	\$ 895,441	\$ 883,607	\$ —	\$ —	\$ 883,607	\$ (11,834)	(1.3)%
	16121	511100	Part-Time Salaries	\$ 208,233	\$ 213,121	\$ 192,139	\$ 210,826	\$ 224,000	\$ —	\$ —	\$ 224,000	\$ 13,174	6.2 %
	16121	514105	Eyeglass Reimbursement	\$ 175	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	16121	514800	Longevity	\$ 5,421	\$ 5,971	\$ 6,257	\$ 5,525	\$ 7,257	\$ —	\$ —	\$ 7,257	\$ 1,732	31.3 %
	16121	513000	Overtime	\$ 6,588	\$ 9,981	\$ 10,699	\$ 8,000	\$ 4,000	\$ —	\$ —	\$ 4,000	\$ (4,000)	(50.0)%
	<b>Subtotal Compensation</b>			\$ 924,208	\$1,049,933	\$ 944,150	\$1,119,792	\$ 1,118,864	\$ —	\$ —	\$ 1,118,864	\$ (928)	(0.1)%
Expenses	16122	530000	Prof. and Tech Services	\$ 3,112	\$ 3,000	\$ 1,358	\$ 4,000	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ 1,000	25.0 %
	16122	534100	Telephone	\$ 4,895	\$ 4,169	\$ 7,294	\$ 6,500	\$ 10,530	\$ —	\$ —	\$ 10,530	\$ 4,030	62.0 %
	16122	573000	Dues and Membership	\$ 628	\$ 265	\$ 392	\$ 2,000	\$ 2,000	\$ —	\$ —	\$ 2,000	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 8,635	\$ 7,434	\$ 9,044	\$ 12,500	\$ 17,530	\$ —	\$ —	\$ 17,530	\$ 5,030	40.2 %
	16122	552900	Books and E-Resources	\$ 361,766	\$ 341,650	\$ 322,139	\$ 322,066	\$ 330,000	\$ —	\$ —	\$ 330,000	\$ 7,934	2.5 %
	<b>Subtotal Supplies</b>			\$ 361,766	\$ 341,650	\$ 322,139	\$ 322,066	\$ 330,000	\$ —	\$ —	\$ 330,000	\$ 7,934	2.5 %
	16122	585250	Software	\$ 2,157	\$ 4,869	\$ 5,728	\$ 8,000	\$ 9,000	\$ —	\$ —	\$ 9,000	\$ 1,000	12.5 %
<b>Subtotal Minor Capital (Outlay)</b>			\$ 2,157	\$ 4,869	\$ 5,728	\$ 8,000	\$ 9,000	\$ —	\$ —	\$ 9,000	\$ 1,000	12.5 %	
<b>Subtotal Expenses</b>			\$ 372,557	\$ 353,954	\$ 336,911	\$ 342,566	\$ 356,530	\$ —	\$ —	\$ 356,530	\$ 13,964	4.1 %	
<b>Total 6120 Public Services</b>			\$1,296,765	\$1,403,887	\$1,281,061	\$1,462,358	\$1,475,394	\$ —	\$ —	\$1,475,394	\$ 13,036	0.9 %	

# 6100 - Library

## Library Technical Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Comp.	16131	511000	Full-Time Salaries	\$ 241,181	\$ 247,354	\$ 246,061	\$ 281,879	\$ 343,991	\$ —	\$ —	\$ 343,991	\$ 62,112	22.0 %
	16131	514800	Longevity	\$ 1,675	\$ 2,175	\$ 4,850	\$ 2,075	\$ 3,500	\$ —	\$ —	\$ 3,500	\$ 1,425	68.7 %
	<b>Subtotal Compensation</b>			\$ 242,856	\$ 249,529	\$ 250,911	\$ 283,954	\$ 347,491	\$ —	\$ —	\$ 347,491	\$ 63,537	22.4 %
Expenses	16132	530600	Computer Services	\$ 82,272	\$ 84,769	\$ 87,769	\$ 115,320	\$ 97,633	\$ —	\$ —	\$ 97,633	\$ (17,687)	(15.3)%
	<b>Subtotal Contract Services</b>			\$ 82,272	\$ 84,769	\$ 87,769	\$ 115,320	\$ 97,633	\$ —	\$ —	\$ 97,633	\$ (17,687)	(15.3)%
	16132	542200	Processing Supplies	\$ 11,634	\$ 11,740	\$ 11,748	\$ 12,000	\$ 12,000	\$ —	\$ —	\$ 12,000	\$ —	— %
<b>Subtotal Supplies</b>			\$ 11,634	\$ 11,740	\$ 11,748	\$ 12,000	\$ 12,000	\$ —	\$ —	\$ 12,000	\$ —	— %	
16133	587100	Capital Outlay	\$ 12,500	\$ 26,500	\$ 179,337	\$ 26,500	\$ 26,500	\$ —	\$ —	\$ 26,500	\$ —	— %	
<b>Subtotal Minor Capital (Outlay)</b>			\$ 12,500	\$ 26,500	\$ 179,337	\$ 26,500	\$ 26,500	\$ —	\$ —	\$ 26,500	\$ —	— %	
<b>Subtotal Expenses</b>			\$ 106,406	\$ 123,009	\$ 278,854	\$ 153,820	\$ 136,133	\$ —	\$ —	\$ 136,133	\$ (17,687)	(11.5)%	
<b>Total 6130 Technical Services</b>			\$ 349,262	\$ 372,538	\$ 529,765	\$ 437,774	\$ 483,624	\$ —	\$ —	\$ 483,624	\$ 45,850	10.5 %	

Library Plant Operations Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	16141	511000	Full-Time Salaries	\$ 58,954	\$ 57,652	\$ 528	\$ —	\$ 43,547	\$ —	\$ —	\$ 43,547	\$ 43,547	— %
	16141	511100	Part-Time Salaries	\$ 9,443	\$ 12,075	\$ 18,804	\$ 30,540	\$ 26,182	\$ —	\$ —	\$ 26,182	\$ (4,358)	(14.3)%
	16141	514100	Other Stipends	\$ 261	\$ 136	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	16141	514800	Longevity	\$ 1,100	\$ 1,100	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	16141	519900	Uniform Allowance	\$ 820	\$ 820	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	16141	513000	Overtime	\$ 10,072	\$ 6,689	\$ 820	\$ —	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ 5,000	— %
	<b>Subtotal Compensation</b>			\$ 80,650	\$ 78,471	\$ 20,153	\$ 30,540	\$ 74,729	\$ —	\$ —	\$ 74,729	\$ 44,189	144.7 %
Expenses	16142	524300	Repair & Maint Bldg/Grounds	\$ 116,745	\$ 101,490	\$ 112,347	\$ 110,000	\$ 73,500			\$ 73,500	\$ (36,500)	(33.2)%
	16142	524306	R&M HVAC Contract Services	\$ 12,259	\$ 7,275	\$ 7,216	\$ 6,000	\$ 2,000			\$ 2,000	\$ (4,000)	(66.7)%
	<b>Subtotal Contract Services</b>			\$ 129,004	\$ 108,765	\$ 119,563	\$ 116,000	\$ 75,500	\$ —	\$ —	\$ 75,500	\$ (40,500)	(34.9)%
	16142	523100	Water	\$ 5,677	\$ 705	\$ 1,305	\$ 1,250	\$ 2,043	\$ —	\$ —	\$ 2,043	\$ 793	63.4 %
	16142	545000	Custodial Supplies	\$ 8,200	\$ 5,249	\$ 4,302	\$ 2,500	\$ 5,000	\$ —	\$ —	\$ 5,000	\$ 2,500	100.0 %
	<b>Subtotal Supplies</b>			\$ 13,877	\$ 5,954	\$ 5,607	\$ 3,750	\$ 7,043	\$ —	\$ —	\$ 7,043	\$ 3,293	87.8 %
	16142	522800	Natural Gas	\$ 14,906	\$ 15,454	\$ 13,887	\$ 11,000	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ (9,500)	(86.4)%
	16142	522900	Electricity	\$ 37,000	\$ 35,567	\$ 25,716	\$ 15,000	\$ 33,268	\$ —	\$ —	\$ 33,268	\$ 18,268	121.8 %
	16142	548900	Gasoline	\$ 25	\$ 20	\$ 10	\$ 150	\$ —	\$ —	\$ —	\$ —	\$ (150)	(100.0)%
	<b>Subtotal Utilities</b>			\$ 51,931	\$ 51,041	\$ 39,613	\$ 26,150	\$ 34,768	\$ —	\$ —	\$ 34,768	\$ 8,618	33.0 %
<b>Subtotal Expenses</b>			\$ 194,813	\$ 165,760	\$ 164,783	\$ 145,900	\$ 117,311	\$ —	\$ —	\$ 117,311	\$ (28,589)	(19.6)%	
<b>Total 6140 Library Plant Operations</b>			\$ 275,463	\$ 244,231	\$ 184,936	\$ 176,440	\$ 192,040	\$ —	\$ —	\$ 192,040	\$ 15,600	8.8 %	

### **Program Overview**

The Belmont Council on Aging (COA) is committed to enriching the lives of seniors and enabling them to live safe, independent, meaningful and healthy lives. The COA provides and advocates for essential services to promote these aims.

### **Transportation**

The COA provides and coordinates transportation services for Town seniors and people with disabilities. This includes operating the Belder Bus, two additional vehicles, and other means of transportation to support quality of life and allow seniors to continue to live an active life in town.

### **Social Services**

The COA provides social work evaluations, resource identification and assistance with financial, social and safety needs. The COA additionally trains interns from local collegiate programs on a regular basis.

### **Nutrition**

The COA sponsors on-site and home-delivered meals and provides other nutritional resources.

### **Health and Wellness**

The COA provides an array of fitness activities such as aerobics, Tai Chi, yoga, water aerobics, walking, fitness room program, bocce and dance classes, a variety of health

education opportunities including evidence based programs, as well as direct health services such as weekly blood pressure clinics.

### **Socialization, Adult Education & Arts**

The COA sponsors a variety of recreational, educational and arts programs. Most of these programs rely on volunteers.

### **Volunteer Services**

The COA recruits, screens and places volunteers. These volunteer services not only benefit the COA and its operations, but also provide an opportunity for the volunteers to give back to the community and keep them engaged in meaningful activities.

### **Senior Trips**

The trips organized by the COA provide additional socialization opportunities seniors in our community. Except for minimal administrative costs, all trips are fully funded by the participants.

### **Rentals & After-Hour Use of Facility**

The coordination of all after-hours use of the building has been centralized through the COA and is a popular event venue for many in town and the surrounding communities.

**6200 - Council on Aging**

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**FY2024-25 Achievements**

- In FY2025 there was a change in leadership at the COA. This new leadership has been able to accomplish a multitude of improvements to the center.
- The Beech Street Center has supported the town and other departments by hosting the Belmont Historical Society and the Belmont Public Library during the Library construction period.
- COA staff has worked closely with the facilities department to make many notable improvements to the facility to improve safety and user experience.
- Our transportation division has offered a record number of rides for seniors in FY2025.
- 3 new staff were hired who come with a vast range of experience and professionalism related to working with seniors.
- Enabled better financial practices at the center and added credit cards as a method of payment.

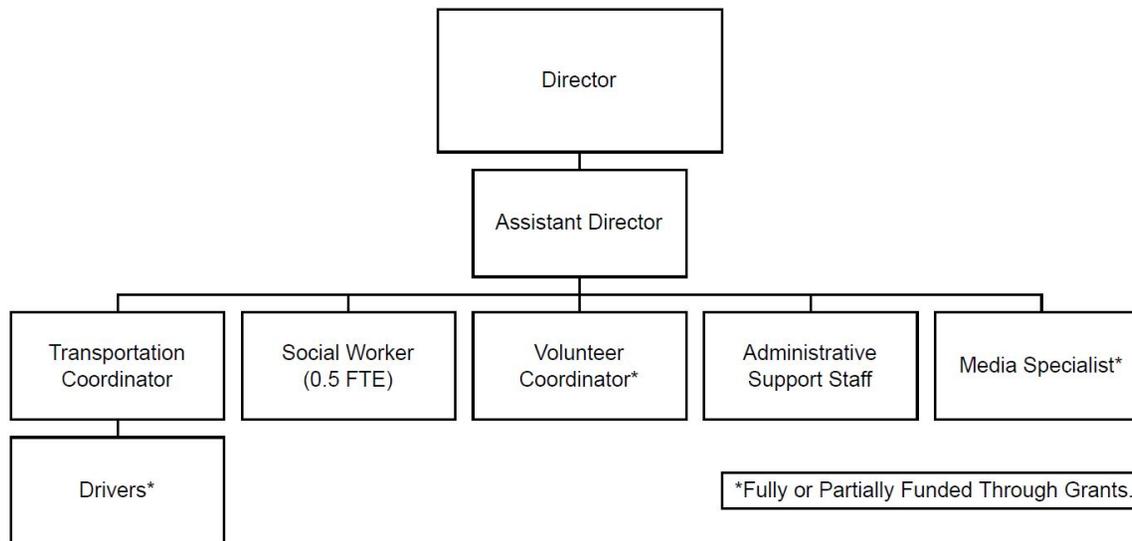
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**FY2026 Goals**

- See Community Services 6400

**Staffing and Structure**

The Department has gone through many staffing changes in FY2025. The model below illustrates the staffing structure through Spring 2024.



Position Classification	FTE								
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2025	FY2026
Director	1	1	1	1	1	1	1	1	—
Assistant Director	1	1	1	1	1	1	1	1	—
Transportation Coordinator	1	1	1	1	1	1	1	1	—
Drivers*	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	—
Administrative Assistant I	0.43	0.43	0.43	0.43	0.43	0.43	0.43	0.43	—
Administrative Assistant II	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	—
Social Worker	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	—
Media Specialist**	0.28	0.28	0.28	0.28	0.28	0.28	0.28	0.28	—
Volunteer Coordinator**	0.13	0.13	0.13	0.13	0.13	0.13	0.13	0.13	—
Social Worker - ARPA Position***	—	—	—	—	0.75	—	—	—	—
<b>Total</b>	<b>6.37</b>	<b>6.37</b>	<b>6.37</b>	<b>6.37</b>	<b>7.12</b>	<b>6.37</b>	<b>6.37</b>	<b>6.37</b>	<b>0.00</b>

\*1 FT driver, 1 PT driver (.25 FTE), and 1 PT grant funded driver (.25 FTE)

\*\*Grant funded position

\*\*\*The Social Worker was funded in FY2023 and FY2024 from ARPA funding as a pilot project.

The Council on Aging is merging into a new Community Services department in FY2026.

# 6200 - Council on Aging

## Budget Recommendations

In FY2026, the Council on Aging will be combined with elements of several other areas to become a division of Community Services. Therefore, the budget request can be

found under that new department within Human Services. Historical information for the Council on Aging is reflected for reference.

### Council on Aging Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 378,117	\$ 379,625	\$ 360,092	\$ 385,086	\$ —	\$ —	\$ —	\$ —	\$ (385,086)	(100.00)%
Expenses	\$ 24,361	\$ 19,305	\$ 28,720	\$ 37,000	\$ —	\$ —	\$ —	\$ —	\$ (37,000)	(100.00)%
<b>Total 6200 Council on Aging</b>	<b>\$ 402,478</b>	<b>\$ 398,931</b>	<b>\$ 388,812</b>	<b>\$ 422,086</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (422,086)</b>	<b>(100.00)%</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 6210 COA Admin	\$ 402,478	\$ 398,931	\$ 388,812	\$ 422,086	\$ —	\$ —	\$ —	\$ —	\$ (422,086)	(100.00)%
<b>Total 6200 Council on Aging</b>	<b>\$ 402,478</b>	<b>\$ 398,931</b>	<b>\$ 388,812</b>	<b>\$ 422,086</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (422,086)</b>	<b>(100.00)%</b>

<b>Non-General Fund Sources</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
State Formula Grant	\$ 63,696	\$ 80,628	\$ 88,034	\$ 93,435	\$ —	\$ —	\$ —	\$ —	\$ (93,435)	(100)%
COA Revolving Fund	\$ 53,955	\$ 73,297	\$ 83,848	\$ 150,000	\$ —	\$ —	\$ —	\$ —	\$ (150,000)	(100)%
<b>Total COA Non-General Fund</b>	<b>\$ 117,651</b>	<b>\$ 153,925</b>	<b>\$ 171,882</b>	<b>\$ 243,435</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (243,435)</b>	<b>(100)%</b>
<b>Combined Total All Sources</b>	<b>\$ 520,129</b>	<b>\$ 552,855</b>	<b>\$ 560,694</b>	<b>\$ 665,521</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ (665,521)</b>	<b>(100)%</b>

COA Admin Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	15411	511000	Full-Time Salaries	\$ 280,474	\$ 277,916	\$ 284,162	\$ 279,855	\$ —	\$ —	\$ —	\$ —	\$ (279,855)	(100)%
	15411	511100	Part-Time Salaries	\$ 93,182	\$ 96,979	\$ 71,187	\$ 99,916	\$ —	\$ —	\$ —	\$ —	\$ (99,916)	(100)%
	15411	514800	Longevity	\$ 825	\$ —	\$ 1,425	\$ 1,475	\$ —	\$ —	\$ —	\$ —	\$ (1,475)	(100)%
	15411	515500	Other Stipends	\$ 2,254	\$ 2,339	\$ 2,340	\$ 2,340	\$ —	\$ —	\$ —	\$ —	\$ (2,340)	(100)%
	15411	519900	Uniform Allowance	\$ 820	\$ 820	\$ 820	\$ 1,500	\$ —	\$ —	\$ —	\$ —	\$ (1,500)	(100)%
	15411	513000	Overtime	\$ 562	\$ 1,572	\$ 158	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—%
	<b>Subtotal Compensation</b>			\$ 378,117	\$ 379,625	\$ 360,092	\$ 385,086	\$ —	\$ —	\$ —	\$ —	\$ (385,086)	(100)%
Expenses	15412	524400	Repair & Maint. Vehicles	\$ 5,631	\$ 5,684	\$ 7,865	\$ 7,000	\$ —	\$ —	\$ —	\$ —	\$ (7,000)	(100)%
	15412	527200	Building Supplies	\$ 2,762	\$ —	\$ 2,773	\$ 7,000	\$ —	\$ —	\$ —	\$ —	\$ (7,000)	(100)%
	15412	530000	Prof. and Tech Services	\$ 5,676	\$ 690	\$ 2,616	\$ 6,500	\$ —	\$ —	\$ —	\$ —	\$ (6,500)	(100)%
	15412	534500	Postage	\$ 22	\$ —	\$ —	\$ 250	\$ —	\$ —	\$ —	\$ —	\$ (250)	(100)%
	15412	534600	Printing and Mailing	\$ 56	\$ —	\$ 163	\$ 250	\$ —	\$ —	\$ —	\$ —	\$ (250)	(100)%
	15412	571000	In-State Travel	\$ 261	\$ —	\$ 18	\$ 1,500	\$ —	\$ —	\$ —	\$ —	\$ (1,500)	(100)%
	15412	573000	Dues and Membership	\$ 823	\$ 1,453	\$ 1,675	\$ 1,500	\$ —	\$ —	\$ —	\$ —	\$ (1,500)	(100)%
	<b>Subtotal Contract Services</b>			\$ 15,232	\$ 7,827	\$ 15,111	\$ 24,000	\$ —	\$ —	\$ —	\$ —	\$ (24,000)	(100)%
15412	542100	Office Supplies	\$ 3,137	\$ 3,156	\$ 5,883	\$ 4,000	\$ —	\$ —	\$ —	\$ —	\$ (4,000)	(100)%	
15412	548000	Vehicle Supplies	\$ 5,992	\$ 8,322	\$ 7,726	\$ 9,000	\$ —	\$ —	\$ —	\$ —	\$ (9,000)	(100)%	
<b>Subtotal Supplies</b>			\$ 9,129	\$ 11,478	\$ 13,609	\$ 13,000	\$ —	\$ —	\$ —	\$ —	\$ (13,000)	(100)%	
<b>Subtotal Expenses</b>			\$ 24,361	\$ 19,305	\$ 28,720	\$ 37,000	\$ —	\$ —	\$ —	\$ —	\$ (37,000)	(100)%	
<b>Total 6210 COA Admin</b>			\$ 402,478	\$ 398,931	\$ 388,812	\$ 422,086	\$ —	\$ —	\$ —	\$ —	\$ (422,086)	(100)%	

In FY2026 the Council on Aging and related expenses is transitioning to the newly formed Community Services Department.

# 6300 - Board of Health

## Program Overview

The core mission of the Health Department is to improve the health and quality of life for all Belmont residents through the enforcement of local and state environmental health regulations. The department also provides the community with timely health information to help prevent disease and promote better health. The collaborative efforts of the four divisions listed below are required to fulfill its mission:

### Environmental Health

This division is responsible for the enforcement of mandated State Sanitary Codes and local public health regulations.

### Animal Care and Control

The Animal Control Officer (ACO) enforces local and state regulations related to the humane care and control of animals.

### Disease Control

The Disease Control division investigates and monitors disease outbreaks, oversees and coordinates seasonal flu and COVID-19 vaccinations, provides health education, and participates in public health emergency preparedness activities.

### Administration

The Public Health Program Assistant coordinates, processes, and distributes health permits for food service establishments, pools, and recreational camps for children, septic installations, animals, temporary dumpsters, and burial permits. The Program Assistant logs and dispatches calls, serves as a clerk to the Board of Health, and provides administrative support for all Health Department programs.

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## FY2024-25 Achievements

- In FY2024, the Health Department partnered with Osco Pharmacy to hold 8 vaccine clinics for COVID-19 and flu shots. Temple Beth El again graciously donated space and time for these community clinics.
- Enrolled in the Massachusetts Department of Public Health’s Community Naloxone Distribution Program to make doses of opioid reversal drugs, available for free and without question in different venues in town such as the Library, Beech Street Center, Health Department, and trainings led by the Belmont Fire Department.
- Piloted a program to offer immunizations required for school entry to newcomer families and students who are currently without health insurance and/or a pediatrician.
- Received a \$19,000 grant for a third year from the US Food and Drug Administration (FDA) to reduce the risk of foodborne illness.
- The Metro Public Health Collaborative (Arlington, Belmont, Brookline and Newton) created a multimedia health education campaign about rodent control for release in Spring 2025 to provide uniform information about how to identify and address issues related to rodents in an environmentally responsible manner.
- The Animal Control Officer (ACO) partnered with the Watertown ACO to hold a combined low-cost rabies vaccine clinic for residents of both towns.

# 6300 - Board of Health

## FY2026 Goals

- To hold local vaccine clinics at which residents can receive both flu vaccines and COVID-19 boosters at one convenient time and location.
- To work with Town Administration to conduct a Community Opioids Needs Assessment to help determine the best ways to allocate Opioid Abatement Funds in a thoughtful and responsible manner.
- To provide assistance and connections to resources for residents who require counseling and/or resources to obtain food, shelter, and utilities so they can maintain an acceptable and safe lifestyle.
- To work with regional public health partners to maintain and increase grant funding opportunities.

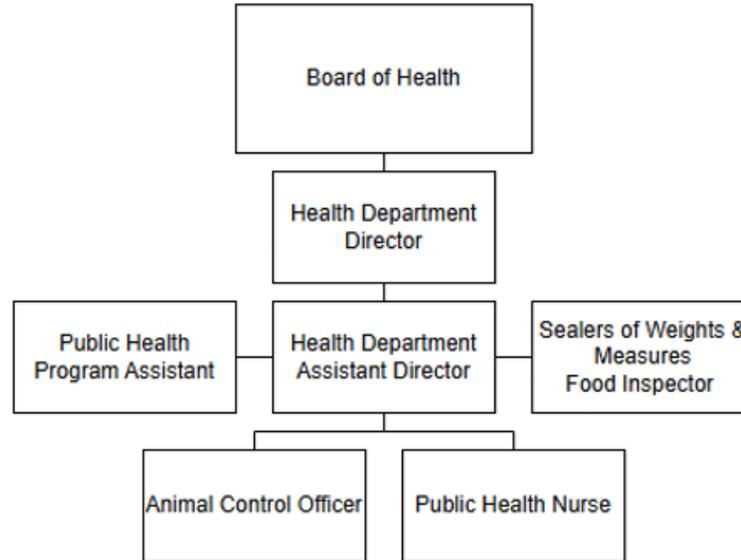
## Staffing and Structure

The Health Department has four full-time employees that include a Director, Assistant Director, Animal Control Officer, and Public Health Program Assistant.

The Department has a shared Public Health Nursing agreement with the Metro Public Health Collaborative. The Public Health Nurse is an employee of the Town of Belmont and works 14 hours per week in Belmont, and spends their remaining time each week in the participating towns of Arlington, Brookline and Newton.

In order to meet program mandates, the Assistant Director, Animal Control Officer, and Public Health Nurse spend much of their time out of the office on inspections, investigations, home visits, vehicle patrols, disease investigations, and other clinical activities.

In FY2026, an existing part-time staff member will be trained as the Sealer of Weights and Measures, and will receive a stipend for the additional duties. The existing Sealer has been paid via Expenses and will retire in June. This will ensure compliance with state law.



Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
Director	1	1	1	1	1	1	1	1
Assistant Health Director	1	1	1	1	1	1	1	1
Program Assistant	1	1	1	1	1	1	1	1
Social Worker***	0.42	0.4	0.4	0.4	0.4	0.4	0.4	—
Public Health Nurse	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35
Youth Coordinator*	0.47	0.50	0.50	0.50	—	—	—	—
Sealer of Weights & Measures	—	—	—	—	—	—	—	0.2
Public Health Agent**	0.1	0.1	0.1	1	1	1	0.1	0.1
Animal Control Officer	1	1	1	1	1	1	1	1
Veterans Officer***	0.47	0.5	0.5	0.5	0.5	0.5	0.5	—
<b>Total</b>	<b>5.81</b>	<b>5.87</b>	<b>5.87</b>	<b>6.77</b>	<b>6.27</b>	<b>6.27</b>	<b>5.37</b>	<b>4.65</b>

\*The Youth Coordinator was transitioned to the Recreation Department in the FY2023 budget.

\*\*In FY2022, FY2023 and FY2024 this position was federally funded through CARES/FEMA and then ARPA.

\*\*\*The Social Worker and VSO positions were moved to Community Services in the FY2026 budget.

# 6300 - Board of Health

## Budget Recommendations

In FY2026, Veterans' Services and the shared Social Worker will be combined with elements of several other departments to form the Community Services department within Human Services. Therefore, the budget request for both items can be found under that new department. Historical information is reflected for reference.

The retirement of the contractor who has served as Sealer of Weights and Measures necessitates the addition of a 0.2 FTE to an existing part-time staff member for a total of \$20,000 in Part-Time Salaries. This ensures continuity of services and compliance with state law.

As a result of both realignments, the FY2026 budget request from the Board of Health is \$493,821, which is a decrease of \$(122,940) or (19.93)% from the FY2025 budget.

Compensation is \$429,238, a decrease of \$(39,034) or (8.34)% due to organizational changes. Expenses are \$64,583, a decrease of \$(83,906) or (56.51)%. This reflects the transfer of Veterans' benefits and other expenses to Community Services, and the consolidation of cell phone expenses under Information Technology.

### Health Department Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ 419,580	\$ 509,700	\$ 439,472	\$ 468,272	\$ 429,238	\$ —	\$ —	\$ 429,238	\$ (39,034)	(8.34)%
Expenses	\$ 114,501	\$ 96,363	\$ 76,348	\$ 148,489	\$ 66,503	\$ —	\$ (1,920)	\$ 64,583	\$ (83,906)	(56.51)%
<b>Total 6300 Health</b>	<b>\$ 534,082</b>	<b>\$ 606,062</b>	<b>\$ 515,820</b>	<b>\$ 616,761</b>	<b>\$ 495,741</b>	<b>\$ —</b>	<b>\$ (1,920)</b>	<b>\$ 493,821</b>	<b>\$ (122,940)</b>	<b>(19.93)%</b>

<b>Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 6310 Health Admin	\$ 384,449	\$ 466,098	\$ 384,756	\$ 428,448	\$ 414,108	\$ —	\$ (1,410)	\$ 412,698	\$ (15,750)	(3.68)%
Total 6320 Veterans' Services	\$ 76,898	\$ 67,155	\$ 58,257	\$ 111,226	\$ —	\$ —	\$ —	\$ —	\$ (111,226)	(100.00)%
Total 6330 Animal Control	\$ 69,115	\$ 72,810	\$ 72,807	\$ 77,086	\$ 81,633	\$ —	\$ (510)	\$ 81,123	\$ 4,037	5.24 %
Total 6340 Youth Services	\$ 3,619	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
<b>Total 6300 Health</b>	<b>\$ 534,082</b>	<b>\$ 606,062</b>	<b>\$ 515,820</b>	<b>\$ 616,761</b>	<b>\$ 495,741</b>	<b>\$ —</b>	<b>\$ (1,920)</b>	<b>\$ 493,821</b>	<b>\$ (122,940)</b>	<b>(19.93)%</b>

# 6300 - Board of Health

## Health Admin Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	15101	511000	Full-Time Salaries	\$ 274,616	\$ 378,107	\$ 331,994	\$ 306,862	\$ 332,875	\$ —	\$ —	\$ 332,875	\$ 26,013	8.5 %
	15101	511100	Part-Time Salaries	\$ 33,264	\$ 33,523	\$ 1,578	\$ 53,797	\$ 20,000	\$ —	\$ —	\$ 20,000	\$ (33,797)	(62.8)%
	15101	514800	Longevity	\$ 875	\$ 925	\$ 925	\$ 925	\$ 925	\$ —	\$ —	\$ 925	\$ —	— %
	15101	513000	Overtime	\$ 1,239	\$ 190	\$ —	\$ 1,750	\$ 1,750	\$ —	\$ —	\$ 1,750	\$ —	— %
	<b>Subtotal Compensation</b>			\$ 309,995	\$ 412,745	\$ 334,497	\$ 363,334	\$ 355,550	\$ —	\$ —	\$ 355,550	\$ (7,784)	(2.1)%
Expenses	15102	530000	Prof. and Tech Services	\$ 2,628	\$ 8,700	\$ 2,342	\$ 7,700	\$ 7,700	\$ —	\$ —	\$ 7,700	\$ —	— %
	15102	530017	Public Health Nurse	\$ 27,065	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	15102	530018	Sealer of Weights & Measures	\$ 6,634	\$ 7,417	\$ 7,681	\$ 7,461	\$ —	\$ —	\$ —	\$ —	\$ (7,461)	(100)%
	15102	530019	Food Establishment Inspections	\$ 9,465	\$ 7,535	\$ 15,000	\$ 15,525	\$ 16,000	\$ —	\$ —	\$ 16,000	\$ 475	3.1 %
	15102	530020	Nursing Services	\$ 875	\$ 890	\$ —	\$ 1,200	\$ 1,200	\$ —	\$ —	\$ 1,200	\$ —	— %
	15102	530600	Data Process	\$ 834	\$ 2,516	\$ 1,057	\$ 2,200	\$ 2,200	\$ —	\$ (1,410)	\$ 790	\$ (1,410)	(64.1)%
	15102	531700	Employee Training	\$ —	\$ —	\$ —	\$ 600	\$ 600	\$ —	\$ —	\$ 600	\$ —	— %
	15102	533200	Mosquito Control Program	\$ 20,010	\$ 20,500	\$ 20,979	\$ 21,508	\$ 21,938	\$ —	\$ —	\$ 21,938	\$ 430	2.0 %
	15102	534700	Printing	\$ 254	\$ 650	\$ 180	\$ 650	\$ 650	\$ —	\$ —	\$ 650	\$ —	— %
	15102	571000	In-State Travel	\$ 1,256	\$ 2,754	\$ 1,749	\$ 2,700	\$ 2,700	\$ —	\$ —	\$ 2,700	\$ —	— %
	15102	573000	Dues and Membership	\$ 380	\$ 356	\$ 100	\$ 1,100	\$ 1,100	\$ —	\$ —	\$ 1,100	\$ —	— %
	<b>Subtotal Contract Services</b>			\$ 69,402	\$ 51,318	\$ 49,088	\$ 60,644	\$ 54,088	\$ —	\$ (1,410)	\$ 52,678	\$ (7,966)	(13.1)%
	15102	542100	Office Supplies	\$ 1,341	\$ 1,231	\$ 1,014	\$ 1,020	\$ 1,020	\$ —	\$ —	\$ 1,020	\$ —	— %
15102	548000	Vehicle Supplies	\$ 1,739	\$ 72	\$ —	\$ 1,250	\$ 1,250	\$ —	\$ —	\$ 1,250	\$ —	— %	
15102	550000	Medical Supplies	\$ 1,973	\$ 732	\$ 156	\$ 2,200	\$ 2,200	\$ —	\$ —	\$ 2,200	\$ —	— %	
<b>Subtotal Supplies</b>			\$ 5,052	\$ 2,034	\$ 1,170	\$ 4,470	\$ 4,470	\$ —	\$ —	\$ 4,470	\$ —	— %	
<b>Subtotal Expenses</b>			\$ 74,454	\$ 53,352	\$ 50,258	\$ 65,114	\$ 58,558	\$ —	\$ (1,410)	\$ 57,148	\$ (7,966)	(12.2)%	
<b>Total 6310 Health Admin</b>			\$ 384,449	\$ 466,098	\$ 384,756	\$ 428,448	\$ 414,108	\$ —	\$ (1,410)	\$ 412,698	\$ (15,750)	(3.7)%	

# 6300 - Board of Health

## Veterans' Services Budget Detail

Comp.	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	15431	511100	Part-Time Salaries	\$ 41,901	\$ 31,386	\$ 35,753	\$ 35,726	\$ —	\$ —	\$ —	\$ —	\$ (35,726)	(100)%
	<b>Subtotal Compensation</b>			\$ 41,901	\$ 31,386	\$ 35,753	\$ 35,726	\$ —	\$ —	\$ —	\$ —	\$ (35,726)	(100)%
	15432	571000	In-State Travel	\$ 133	\$ 489	\$ 946	\$ 1,300	\$ —			\$ —	\$ (1,300)	(100)%
	15432	573000	Dues and Membership	\$ 195	\$ 90	\$ 115	\$ 200	\$ —			\$ —	\$ (200)	(100)%
	<b>Subtotal Contract Services</b>			\$ 328	\$ 579	\$ 1,061	\$ 1,500	\$ —	\$ —	\$ —	\$ —	\$ (1,500)	(100)%
Expenses	15432	542100	Office Supplies	\$ —	\$ 2,418	\$ 90	\$ 150	\$ —	\$ —	\$ —	\$ —	\$ (150)	(100)%
	15432	558921	Vet Svcs Recipient & Other Misc.	\$ 30,005	\$ 26,970	\$ 13,360	\$ 68,000	\$ —	\$ —	\$ —	\$ —	\$ (68,000)	(100)%
	15432	558922	Vet Svcs Town Celebrations	\$ 2,864	\$ 3,202	\$ 4,220	\$ 3,250	\$ —	\$ —	\$ —	\$ —	\$ (3,250)	(100)%
	15432	558923	Vet Svcs US Flags	\$ 1,800	\$ 1,800	\$ 3,773	\$ 2,600	\$ —	\$ —	\$ —	\$ —	\$ (2,600)	(100)%
	15432	558924	Vet Svcs Grave Markers & Misc.	\$ —	\$ 800	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Supplies</b>			\$ 34,669	\$ 35,190	\$ 21,444	\$ 74,000	\$ —	\$ —	\$ —	\$ —	\$ (74,000)	(100)%
<b>Subtotal Expenses</b>			\$ 34,998	\$ 35,769	\$ 22,504	\$ 75,500	\$ —	\$ —	\$ —	\$ —	\$ (75,500)	(100)%	
<b>Total 6320 Veterans' Services</b>			\$ 76,898	\$ 67,155	\$ 58,257	\$ 111,226	\$ —	\$ —	\$ —	\$ —	\$ (111,226)	(100)%	

In FY2026 the Veteran's Services Officer and related expenses is transitioning to the newly formed Community Services Department.

# 6300 - Board of Health

## Animal Control Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	<b>FY2026</b>	Dollar	Percent	
Compensati	Org	Object	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	<b>TA Rec.</b>	Change	Change	
		12921	511000	\$ 63,920	\$ 64,915	\$ 68,613	\$ 68,561	\$ 73,038	\$ —	\$ —	\$ 73,038	\$ 4,477	6.5 %
	12921	519900	\$ 592	\$ 654	\$ 609	\$ 650	\$ 650	\$ —	\$ —	\$ 650	\$ —	— %	
	<b>Subtotal Compensation</b>		\$ 64,512	\$ 65,569	\$ 69,222	\$ 69,211	\$ 73,688	\$ —	\$ —	\$ 73,688	\$ 4,477	6.5 %	
Expenses	12922	524400	\$ 302	\$ 626	\$ 562	\$ 1,500	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ —	— %	
	12922	530000	\$ 1,485	\$ 4,699	\$ 1,792	\$ 2,930	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ 70	2.4 %	
	12922	571000	\$ 195	\$ 346	\$ 207	\$ 500	\$ 500	\$ —	\$ —	\$ 500	\$ —	— %	
	12922	573000	\$ —	\$ —	\$ —	\$ 50	\$ 50	\$ —	\$ —	\$ 50	\$ —	— %	
		<b>Subtotal Contract Services</b>		\$ 1,982	\$ 5,672	\$ 2,562	\$ 4,980	\$ 5,050	\$ —	\$ —	\$ 5,050	\$ 70	1.4 %
		12922	548000	\$ 820	\$ 839	\$ 626	\$ 750	\$ 750	\$ —	\$ (510)	\$ 240	\$ (510)	(68.0)%
		12922	558900	\$ 435	\$ 112	\$ 13	\$ 600	\$ 600	\$ —	\$ —	\$ 600	\$ —	— %
		<b>Subtotal Supplies</b>		\$ 1,255	\$ 951	\$ 639	\$ 1,350	\$ 1,350	\$ —	\$ (510)	\$ 840	\$ (510)	(37.8)%
		12922	548900	\$ 1,367	\$ 618	\$ 384	\$ 1,545	\$ 1,545	\$ —	\$ —	\$ 1,545	\$ —	— %
		<b>Subtotal Utilities</b>		\$ 1,367	\$ 618	\$ 384	\$ 1,545	\$ 1,545	\$ —	\$ —	\$ 1,545	\$ —	— %
	<b>Subtotal Expenses</b>		\$ 4,603	\$ 7,241	\$ 3,585	\$ 7,875	\$ 7,945	\$ —	\$ (510)	\$ 7,435	\$ (440)	(5.6)%	
	<b>Total 6330 Animal Control</b>		\$ 69,115	\$ 72,810	\$ 72,807	\$ 77,086	\$ 81,633	\$ —	\$ (510)	\$ 81,123	\$ 4,037	5.2 %	

## Youth Services Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	<b>FY2026</b>	Dollar	Percent
Comp.	Org	Object	Actual	Actual	Actual	Approp.	Request	Adj.	Realign	<b>TA Rec.</b>	Change	Change
		15421	511000	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
	15421	511100	\$ 3,173	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Compensation</b>		\$ 3,173	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
Exp.	15422	542100	\$ 446	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Expenses</b>		\$ 446	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —
	<b>Total 6340 Youth Services</b>		\$ 3,619	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %

Note - Youth Services transitioned to Recreation in FY2023. This budget detail will be removed once historical detail is no longer relevant.

# 6400 - Community Services

## Program Overview

The Community Services department was established in 2024 to capitalize on staff departures that created an opportunity to streamline operations. This initiative combined the administrative functions of two smaller departments, both of which provide programming to their target audiences, and incorporated additional functions from the Health Department. The following divisions are now part of Community Services:

### **Belmont Council on Aging (COA)**

The COA is committed to enriching the lives of Belmont seniors and enabling them to live safe, independent, meaningful and healthy lives. The COA provides several services to promote these aims - transportation, social work services, on-site and home-delivered meals, volunteer management, and multiple user-funded programs including fitness, recreation, education, arts and social outings.

### **Veterans' Services**

The Veterans' Service Officer (VSO) helps to identify the needs of veterans, links them to available services, and either coordinates or participates in ceremonies and parades honoring veterans

### **Recreation Programs**

The Recreation Department enhances the quality of life for Belmont residents of all ages through a variety of programs, activities, and events. It operates the Underwood Pool, manages summer camps, and runs S.P.O.R.T. The department is responsible for programming fields and parks and offers opportunities to people of all age groups. Additionally, it plays an active role in Community Preservation Act (CPA) projects, contributing to the improvement and preservation of the community's resources.

### **Community Services Administration**

Provides management and operation support for the divisions within the Community Services Model. This professional management structure enables each department to focus on quality service delivery.

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## FY2024-25 Achievements

- See Recreation 5300 and COA 6200.

# 6400 - Community Services

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## **FY2026 Goals**

- Successfully transition to the Community Services Department.
- Work with the COA Board to create a positive and welcoming culture for staff and patrons at the Center.
- Settle into the Beech Street Center and work collaboratively to make it successful for everyone.
- Evaluate facility maintenance regularly and enhance building access for seniors.
- Continue developing the budget and advocating for senior services in the community.
- Provide more support for social work services.
- Expand programs offerings for Veterans and support new initiatives for Veterans Services.
- Assist with the implementation of an updated senior tax work off program.
- Expand programming, revitalize trips, host events, and provide more services for our seniors in town.
- Work with our Youth Coordinator to grow and expand Youth/Teen offerings.
- Provide additional support for our S.P.O.R.T. program as well as greater accessibility of Recreation programs for people with disabilities.
- Collaborate with the Library throughout the year, particularly as they transition into their new facility.



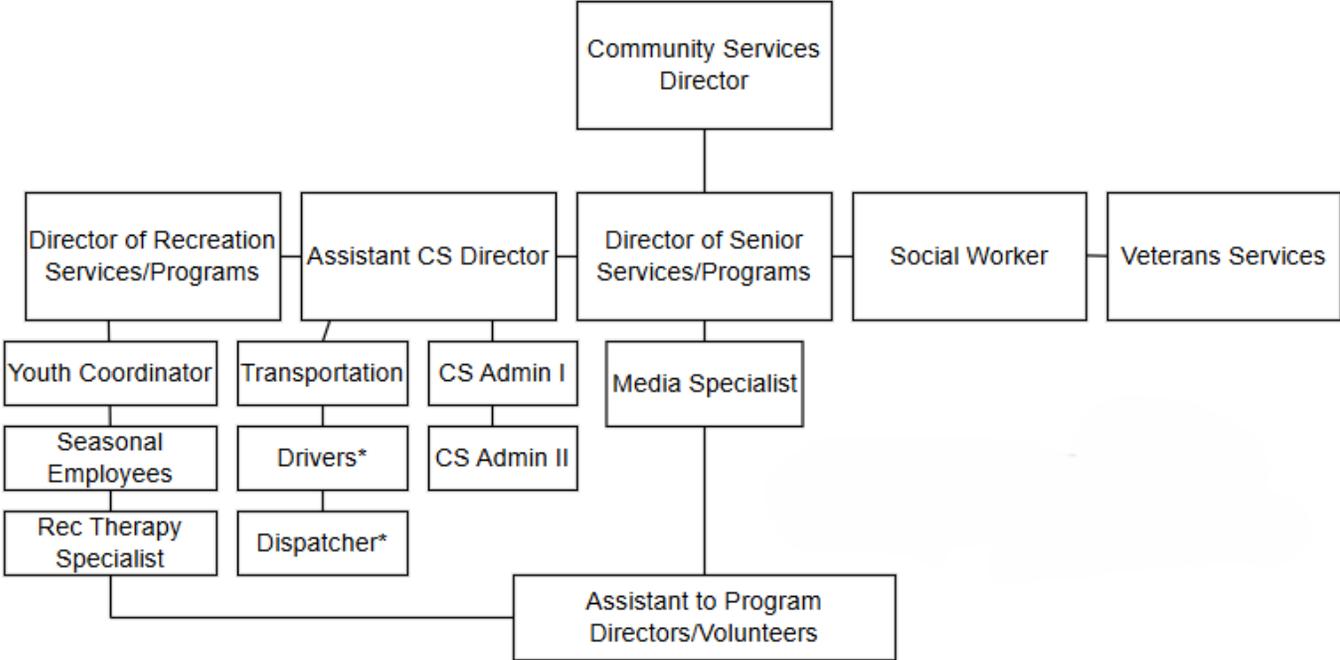
# 6400 - Community Services

## Staffing and Structure

The new Community Services structure envisions the combination of three existing municipal entities under a new administrative umbrella.

- Community Services Administration contains the director, assistant director, and administrative staff, which work to support all of the divisions within the new department.
- The Recreation Division is led by the Director of Recreation Programs and Services. Recreation works to provide and expand Recreation services for all ages in the town.

- The Council on Aging Division is led by the Director of Senior Programs and Services, and works to provide high quality services to the seniors in our community, including programming, social work support and transportation.
- The Veterans' Services Division works to provide excellent services for the men and women who so bravely defended our nation.



# 6400 - Community Services

Position Classification	FTE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026
<u>Community Services Admin*</u>								
Community Services Director								1
Community Services Asst Director								1
Community Services Admin I								1
Subtotal Comm. Services Admin.								3
<u>Council on Aging</u>								
Director of Senior Services								1
Transportation Coordinator								1
Asst Program/Volunteer Coordinator								0.75
Driver								1
Social Worker								1
Media Specialist								0.3
Subtotal - COA Programs								5.05
COA Dispatcher								0.5
Driver (3 @ 0.5 FTE)								1.5
Subtotal - COA Grants								2
Veterans Services Officer								0.5
Subtotal								0.5
<u>Recreation Division</u>								
Recreation Program Director								1
Youth Coordinator								1
Subtotal - Rec. Admin (Gen'l Fund)								2
Community Services Admin II								0.5
Recreation Therapy Specialist								0.5
Seasonal Staff/ Fall Winter								2.4
Seasonal Staff/ Special Needs								0.4
Seasonal Staff/ Summer Camp								3.6
Seasonal Staff/ Summer Pool								3.9
Subtotal - Rec. Rev. Fund Staff								11.3
Total								23.85

\*Reflects the creation of Community Services Department in FY2026, a combination of the Council on Aging, Recreation, and Veterans Services.

# 6400 - Community Services

## Budget Recommendations

In FY2026, the Recreation Department and Council on Aging will be combined with elements from the Board of Health to become the Community Services department.

The FY2026 budget for the Recreation Revolving Fund is \$1,474,431 and captures seasonal and part-time staff and expenses for Recreation programs.

The FY2026 General Fund budget request for Community Services is \$973,521, of which \$822,721 is Compensation and \$150,800 is Expenses.

The FY2026 budget for the Council on Aging Revolving Fund is \$150,000 and supports senior programming and trips. A state grant of \$93,485 is anticipated, which pays for part-time drivers for the Belder bus service.

### Community Services Budget Summary

<b>Department Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Compensation	\$ —	\$ —	\$ —	\$ —	\$ 822,721	\$ —	\$ —	\$ 822,721	\$ 822,721	— %
Expenses	\$ —	\$ —	\$ —	\$ —	\$ 150,800	\$ —	\$ —	\$ 150,800	\$ 150,800	— %
<b>Total 6400 Community Services</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 973,521</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 973,521</b>	<b>\$ 973,521</b>	<b>— %</b>

<b>General Fund Division Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Total 6410 Comm. Svcs. Admin.	\$ —	\$ —	\$ —	\$ —	\$ 281,080	\$ —	\$ —	\$ 281,080	\$ 281,080	— %
Total 6420 COA Programs	\$ —	\$ —	\$ —	\$ —	\$ 439,165	\$ —	\$ —	439165	\$ 439,165	— %
Total 6430 Veterans' Services	\$ —	\$ —	\$ —	\$ —	\$ 113,354	\$ —	\$ —	113354	\$ 113,354	— %
Total 6440 Recreation Admin	\$ —	\$ —	\$ —	\$ —	\$ 139,922	\$ —	\$ —	139922	\$ 139,922	— %
<b>Total General Fund</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 973,521</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 973,521</b>	<b>\$ 973,521</b>	<b>— %</b>

<b>Non-General Fund Sources Revenue Source Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
COA State Grant	\$ —	\$ —	\$ —	\$ —	\$ 93,485	\$ —	\$ —	\$ 93,485	\$ 93,485	— %
COA Revolving Fund	\$ —	\$ —	\$ —	\$ —	\$ 150,000	\$ —	\$ —	\$ 150,000	\$ 150,000	— %
Recreation Revolving Fund	\$ —	\$ —	\$ —	\$ —	\$ 1,474,431	\$ —	\$ —	\$ 1,474,431	\$ 1,474,431	— %
Fund	\$ 42,285	\$ 25,222	\$ 48,400	\$ 60,000	\$ —	\$ —	\$ —	\$ —	\$ (60,000)	(100)%
<b>Total Non-General Fund Sources</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 1,717,916</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 1,717,916</b>	<b>\$ 1,717,916</b>	<b>— %</b>
<b>Combined Total</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 2,691,437</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ 2,691,437</b>	<b>\$ 2,691,437</b>	<b>— %</b>

# 6400 - Community Services

## Community Services Admin Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Comp.	15511	511000	Full-Time Salaries	\$ —	\$ —	\$ —	\$ —	\$ 278,080	\$ —	\$ —	\$ 278,080	\$ 278,080	— %
	15511	511100	Part-Time Salaries	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
	<b>Subtotal Compensation</b>			\$ —	\$ —	\$ —	\$ —	\$ 278,080	\$ —	\$ —	\$ 278,080	\$ 278,080	— %
Expense	15512	542100	Office Supplies	\$ —	\$ —	\$ —	\$ —	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ 3,000	— %
	Subtotal Supplies			\$ —	\$ —	\$ —	\$ —	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ 3,000	— %
	<b>Subtotal Expenses</b>			\$ —	\$ —	\$ —	\$ —	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ 3,000	— %
<b>Total 6410 Comm. Svcs. Admin.</b>			\$ —	\$ —	\$ —	\$ —	\$ 281,080	\$ —	\$ —	\$ 281,080	\$ 281,080	— %	

# 6400 - Community Services

## COA Programs Budget Detail

			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent	
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change	
Org	Object	Description											
Compensation	15521	511000	Full-Time Salaries	\$ —	\$ —	\$ —	\$ —	\$ 305,746	\$ —	\$ —	\$ 305,746	\$ 305,746	— %
	15521	511100	Part-Time Salaries	\$ —	\$ —	\$ —	\$ —	\$ 56,629	\$ —	\$ —	\$ 56,629	\$ 56,629	— %
	15521	514800	Longevity	\$ —	\$ —	\$ —	\$ —	\$ 1,475	\$ —	\$ —	\$ 1,475	\$ 1,475	— %
	15521	515500	Other Stipends	\$ —	\$ —	\$ —	\$ —	\$ 2,815	\$ —	\$ —	\$ 2,815	\$ 2,815	— %
	<b>Subtotal Compensation</b>			\$ —	\$ —	\$ —	\$ —	\$ 366,665	\$ —	\$ —	\$ 366,665	\$ 366,665	— %
Expenses	1552	524400	Repair & Maint. Vehicles	\$ —	\$ —	\$ —	\$ —	\$ 12,000	\$ —	\$ —	\$ 12,000	\$ 12,000	— %
	1552	527200	Building Supplies	\$ —	\$ —	\$ —	\$ —	\$ 25,000	\$ —	\$ —	\$ 25,000	\$ 25,000	— %
	1552	530000	Prof. and Tech Services	\$ —	\$ —	\$ —	\$ —	\$ 6,500	\$ —	\$ —	\$ 6,500	\$ 6,500	— %
	1552	534500	Postage	\$ —	\$ —	\$ —	\$ —	\$ 2,500	\$ —	\$ —	\$ 2,500	\$ 2,500	— %
	1552	534600	Printing and Mailing	\$ —	\$ —	\$ —	\$ —	\$ 2,500	\$ —	\$ —	\$ 2,500	\$ 2,500	— %
	1552	571000	In-State Travel	\$ —	\$ —	\$ —	\$ —	\$ 1,500	\$ —	\$ —	\$ 1,500	\$ 1,500	— %
	1552	573000	Dues and Membership	\$ —	\$ —	\$ —	\$ —	\$ 3,000	\$ —	\$ —	\$ 3,000	\$ 3,000	— %
	<b>Subtotal Contract Services</b>			\$ —	\$ —	\$ —	\$ —	\$ 53,000	\$ —	\$ —	\$ 53,000	\$ 53,000	— %
	1552	542100	Office Supplies	\$ —	\$ —	\$ —	\$ —	\$ 7,500	\$ —	\$ —	\$ 7,500	\$ 7,500	— %
	1552	548000	Vehicle Supplies	\$ —	\$ —	\$ —	\$ —	\$ 12,000	\$ —	\$ —	\$ 12,000	\$ 12,000	— %
<b>Subtotal Supplies</b>			\$ —	\$ —	\$ —	\$ —	\$ 19,500	\$ —	\$ —	\$ 19,500	\$ 19,500	— %	
<b>Subtotal Expenses</b>			\$ —	\$ —	\$ —	\$ —	\$ 72,500	\$ —	\$ —	\$ 72,500	\$ 72,500	— %	
<b>Total 6420 COA Programs</b>			\$ —	\$ —	\$ —	\$ —	\$ 439,165	\$ —	\$ —	\$ 439,165	\$ 439,165	— %	

<b>Non-General Fund Sources</b>			FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
			Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
State Formula Grant							\$ 93,485			\$ 93,485	\$ 93,485	— %
COA Revolving Fund												
COA Trips							\$ 50,000			\$ 50,000	\$ 50,000	— %
COA Programming							\$ 80,000			\$ 80,000	\$ 80,000	— %
COA Transportation							\$ 20,000			\$ 20,000	\$ 20,000	— %
<b>Total COA Non-General Fund</b>							\$ 243,485			\$ 243,485	\$ 243,485	— %

See 6200 - Council on Aging for history of State Grant and Revolving Fund prior to FY2026.

<b>Combined Total All Sources</b>			\$ —	\$ —	\$ —	\$ —	\$ 682,650			\$ 682,650	\$ 682,650	— %
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# 6400 - Community Services

## Veterans' Services Budget Detail

Comp.	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	15531	511100	Part-Time Salaries	\$ —	\$ —	\$ —	\$ —	\$ 38,054	\$ —	\$ —	\$ 38,054	\$ 38,054	— %
	<b>Subtotal Compensation</b>			\$ —	\$ —	\$ —	\$ —	\$ 38,054	\$ —	\$ —	\$ 38,054	\$ 38,054	— %
	15532	571000	In-State Travel	\$ —	\$ —	\$ —	\$ —	\$ 1,300	\$ —	\$ —	\$ 1,300	\$ 1,300	— %
	<b>Subtotal Contract Services</b>			\$ —	\$ —	\$ —	\$ —	\$ 1,300	\$ —	\$ —	\$ 1,300	\$ 1,300	— %
Expenses	15532	542100	Office Supplies	\$ —	\$ —	\$ —	\$ —	\$ 150	\$ —	\$ —	\$ 150	\$ 150	— %
	15532	558921	Vet Svcs Recipient & Other Misc.	\$ —	\$ —	\$ —	\$ —	\$ 68,000	\$ —	\$ —	\$ 68,000	\$ 68,000	— %
	15532	558922	Vet Svcs Town Celebrations	\$ —	\$ —	\$ —	\$ —	\$ 3,250	\$ —	\$ —	\$ 3,250	\$ 3,250	— %
	15532	558923	Vet Svcs US Flags	\$ —	\$ —	\$ —	\$ —	\$ 2,600	\$ —	\$ —	\$ 2,600	\$ 2,600	— %
	<b>Subtotal Supplies</b>			\$ —	\$ —	\$ —	\$ —	\$ 74,000	\$ —	\$ —	\$ 74,000	\$ 74,000	— %
<b>Subtotal Expenses</b>			\$ —	\$ —	\$ —	\$ —	\$ 75,300	\$ —	\$ —	\$ 75,300	\$ 75,300	— %	
<b>Total 6430 Veterans' Services</b>				\$ —	\$ —	\$ —	\$ —	\$ 113,354	\$ —	\$ —	\$ 113,354	\$ 113,354	— %

## Recreation Admin Staff Detail

Comp.	Org	Object	Description	FY2022	FY2023	FY2024	FY2025	FY2026	TA	Budget	FY2026	Dollar	Percent
				Actual	Actual	Actual	Approp.	Request	Adj.	Realign	TA Rec.	Change	Change
	15541	511000	Full-Time Salaries	\$ —	\$ —	\$ —	\$ —	\$ 139,922	\$ —	\$ —	\$ 139,922	\$ 139,922	— %
	<b>Subtotal Compensation</b>			\$ —	\$ —	\$ —	\$ —	\$ 139,922	\$ —	\$ —	\$ 139,922	\$ 139,922	— %
	<b>Total 6440 Recreation Admin</b>			\$ —	\$ —	\$ —	\$ —	\$ 139,922	\$ —	\$ —	\$ 139,922	\$ 139,922	— %

# 6400 - Community Services

Recreation Programs Budget Detail			Revolving Fund						
			FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 TA Rec.	Dollar Change	Percent Change
Org	Object	Description							
21586015	438010	Summer Programs Revenue					\$ 415,000	\$ 415,000	— %
21586016	511100	Part-Time Salaries					\$ 175,000	\$ 175,000	— %
21586016	529300	Custodial Service					\$ 500	\$ 500	— %
21586016	530000	Prof. and Tech Services					\$ 100,000	\$ 100,000	— %
21586016	533000	Transportation Reg Bus					\$ 15,000	\$ 15,000	— %
21586016	545001	Program Supplies					\$ 70,000	\$ 70,000	— %
<b>Subtotal Summer Program Spending</b>			\$ —	\$ —	\$ —	\$ —	\$ 360,500	\$ 360,500	— %
21586035	438010	School Year Program Revenue					\$ 450,000	\$ 450,000	— %
21586036	511100	Part-Time Salaries					\$ 105,931	\$ 105,931	— %
21586036	529300	Custodial Service					\$ 55,000	\$ 55,000	— %
21586036	530000	Prof. and Tech Services					\$ 250,000	\$ 250,000	— %
21586036	533000	Transportation Reg Bus					\$ 12,000	\$ 12,000	— %
21586036	530300	Software Licenses					\$ 16,000	\$ 16,000	— %
21586036	534700	Printing					\$ 16,000	\$ 16,000	— %
21586036	542100	Office Supplies					\$ 2,000	\$ 2,000	— %
21586036	545001	Program Supplies					\$ 25,000	\$ 25,000	— %
<b>Subtotal School Year Programs</b>			\$ —	\$ —	\$ —	\$ —	\$ 481,931	\$ 481,931	— %
21586055	438010	SPORT Revenue					\$ 15,000	\$ 15,000	— %
21586056	511100	Part-Time Salaries					\$ 4,000	\$ 4,000	— %
21586056	529300	Custodial Service					\$ 1,000	\$ 1,000	— %
21586056	533000	Transportation Reg Bus					\$ 1,500	\$ 1,500	— %
21586056	545001	Program Supplies					\$ 1,000	\$ 1,000	— %
<b>Subtotal SPORT Program</b>			\$ —	\$ —	\$ —	\$ —	\$ 7,500	\$ 7,500	— %

# 6400 - Community Services

Recreation Programs Budget Detail			Revolving Fund						
			FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 TA Rec.	Dollar Change	Percent Change
Org	Object	Description							
21586025	438010	Pool Revenue					\$ 430,000	\$ 430,000	— %
21586026	511100	Part-Time Salaries					\$ 372,000	\$ 372,000	— %
21586026	530000	Prof. and Tech Services					\$ 5,000	\$ 5,000	— %
21586026	523100	Water					\$ 14,000	\$ 14,000	— %
21586026	545001	Program Supplies					\$ 30,000	\$ 30,000	— %
21586026	545002	Pool Supplies					\$ 100,000	\$ 100,000	— %
21586026	522900	Electricity					\$ 15,000	\$ 15,000	— %
<b>Subtotal Underwood Pool Expenses</b>			\$ —	\$ —	\$ —	\$ —	\$ 536,000	\$ 536,000	— %
21586045	438010	Higginbottom Pool Revenue					\$ 80,000	\$ 80,000	— %
21586046	511100	Part-Time Salaries					\$ 40,000	\$ 40,000	— %
21586046	529300	Custodial Service					\$ 15,000	\$ 15,000	— %
21586046	530000	Prof. and Tech Services					\$ 5,000	\$ 5,000	— %
21586046	545001	Program Supplies					\$ 2,500	\$ 2,500	— %
<b>Subtotal Higginbottom Pool Expenses</b>			\$ —	\$ —	\$ —	\$ —	\$ 62,500	\$ 62,500	— %
21586065	438010	Adult Education Revenue					\$ 23,000	\$ 23,000	— %
21586066	529300	Custodial Service					\$ 5,000	\$ 5,000	— %
21586066	530000	Prof. and Tech Services					\$ 15,000	\$ 15,000	— %
21586066	545001	Program Supplies					\$ 1,000	\$ 1,000	— %
<b>Subtotal Adult Education Expenses</b>			\$ —	\$ —	\$ —	\$ —	\$ 26,000	\$ 26,000	— %
<b>Total 6450 Recreation Programs</b>			\$ —	\$ —	\$ —	\$ —	\$1,474,431	\$1,474,431	— %

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# 7000 - Debt Service

Town of Belmont, MA

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Within Levy Debt Service	\$ 1,458,739	\$ 1,438,989	\$ 1,415,039	\$ 1,157,939	\$ 966,289	\$ —	\$ —	\$ 966,289	\$ (191,650)	(16.55)%
Exempt Debt Service	\$13,029,464	\$ 13,731,513	\$ 13,154,514	\$ 14,281,505	\$16,645,867	\$ —	\$ —	\$16,645,867	\$2,364,361	16.56 %
Short-term Borrowing Costs	\$ 90,993	\$ —	\$ 57,226	\$ 72,500	\$ 72,500			\$ 72,500	\$ —	— %
<b>Total Debt Service</b>	<b>\$14,579,196</b>	<b>\$15,170,502</b>	<b>\$14,626,779</b>	<b>\$15,511,944</b>	<b>\$17,684,656</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$17,684,656</b>	<b>\$ 2,172,711</b>	<b>14.01 %</b>



### Program Overview

The Town Treasurer manages both debt issuances and debt service payments on behalf of the town. Debt service includes General Fund interest and principal payments for

levy-supported as well as excluded debt. Town Meeting authorizes both types of debt, but Belmont voters must approve debt exclusion projects.

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### FY2024-25 Achievements

- First issuance of short-term notes for the Municipal Skating Rink and Belmont Library issued in November 2023.
  - Permanent debt issued for the Municipal Skating Rink and Belmont Library in September 2024 at a competitive rate.
  - Town's AAA bond rating reaffirmed by Moody's in October 2023 and September 2024.
- 

### FY2026 Goals

- Work with the Belmont Library Building Committee and the Municipal Skating Rink Building Committee to manage cash flow and the timing of final debt issuances for those excluded debt projects.
  - Collaborate as needed with the Comprehensive Capital Budget Committee on financing projects as part of the long-term capital plan under development.
- 

### Staffing and Structure

The Finance Director and Town Treasurer's Office provide staff support for this function.

# 7000 - Debt Service

Town of Belmont, MA

## Budget Recommendations

The FY2026 budget request for combined Debt Service is \$17,684,656, which is an increase of \$2,172,711 or 14.01% from the FY2025 budget based on payment schedules for issued debt.

Exempt debt service is \$16,645,867, which is an increase of \$2,364,361 or 16.56% due to the first permanent debt payment for the new library and skating rink projects.

Within Levy debt service is \$966,289, which is a decrease of \$(191,650) or (16.55%); a corresponding amount has been added to the Discretionary Capital budget in FY2026.

Debt service supported by the Water and Sewer Enterprise funds is reflected in those budgets.

## Debt Service Budget Summary

Department Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Within Levy Debt Service	\$ 1,458,739	\$1,438,989	\$1,415,039	\$1,157,939	\$ 966,289	\$ —	\$ —	\$ 966,289	\$ (191,650)	(16.55)%
Exempt Debt Service	\$ 13,029,464	\$13,731,513	\$13,154,514	\$14,281,505	\$16,645,867	\$ —	\$ —	\$16,645,867	\$2,364,361	16.56 %
Short-term Borrowing Costs	\$ 90,993	\$ —	\$ 57,226	\$ 72,500	\$ 72,500			\$ 72,500	\$ —	— %
<b>Total 7000 Debt Service</b>	<b>\$ 14,579,196</b>	<b>\$15,170,502</b>	<b>\$14,626,779</b>	<b>\$15,511,944</b>	<b>\$17,684,656</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$17,684,656</b>	<b>\$ 2,172,711</b>	<b>14.01 %</b>

Debt Service Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Within Levy Principal - Municipal	\$ 591,250	\$ 635,000	\$ 640,000	\$ 510,000	\$ 335,000			\$ 335,000	\$ (175,000)	(34.31)%
Within Levy Principal - School	\$ 320,000	\$ 330,000	\$ 340,000	\$ 255,000	\$ 270,000			\$ 270,000	\$ 15,000	5.88 %
Within Levy Interest - Municipal	\$ 449,089	\$ 386,139	\$ 362,739	\$ 337,639	\$ 318,739			\$ 318,739	\$ (18,900)	(5.60)%
Within Levy Interest - School	\$ 98,400	\$ 87,850	\$ 72,300	\$ 55,300	\$ 42,550			\$ 42,550	\$ (12,750)	(23.06)%
Short-term Borrowing Costs	\$ 90,993	\$ —	\$ 57,226	\$ 72,500	\$ 72,500	\$ —	\$ —	\$ 72,500	\$ —	— %
<i>Within Levy Debt Service</i>	<i>\$ 1,549,731</i>	<i>\$1,438,989</i>	<i>\$1,472,264</i>	<i>\$1,230,439</i>	<i>\$1,038,789</i>	<i>\$ —</i>	<i>\$ —</i>	<i>\$ 1,038,789</i>	<i>\$ (191,650)</i>	<i>(15.58)%</i>
Exempt Debt Principal - Municipal	\$ 1,445,000	\$1,435,000	\$ 910,000	\$ 460,000	\$ 469,000			\$ 469,000	\$ 9,000	1.96 %
Exempt Debt Principal - School	\$ 4,460,000	\$4,915,000	\$5,140,000	\$5,390,000	\$5,655,900			\$ 5,655,900	\$ 265,900	4.93 %
Exempt Debt Interest - Municipal	\$ 189,373	\$ 124,773	\$ 73,548	\$1,414,489	\$3,617,694			\$ 3,617,694	\$2,203,205	155.76 %
Exempt Debt Interest - School	\$ 6,935,091	\$7,256,740	\$7,030,966	\$7,017,016	\$6,903,272			\$ 6,903,272	\$ (113,744)	(1.62)%
<i>Exempt Debt Service</i>	<i>\$13,029,464</i>	<i>\$13,731,513</i>	<i>\$13,154,514</i>	<i>\$14,281,505</i>	<i>\$16,645,867</i>	<i>\$ —</i>	<i>\$ —</i>	<i>\$16,645,867</i>	<i>\$2,364,361</i>	<i>16.56 %</i>
<b>Total 7000 Debt Service</b>	<b>\$ 14,579,196</b>	<b>\$15,170,502</b>	<b>\$14,626,779</b>	<b>\$15,511,944</b>	<b>\$17,684,656</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$17,684,656</b>	<b>\$ 2,172,711</b>	<b>14.01 %</b>

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# 8000 - Recommended Capital Investments

Town of Belmont, MA

Appropriation Summary	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	FY2026 TA Rec.	Dollar Change	Percent Change
Capital - Streets	\$ 1,812,460	\$ 1,857,772	\$ 1,904,216	\$ 1,951,821	\$ 2,000,617	\$ —	\$ —	\$ 2,000,617	\$ 48,796	2.50 %
Capital - Sidewalks	\$ 231,801	\$ 237,730	\$ 243,673	\$ 499,765	\$ 512,259	\$ —	\$ —	\$ 512,259	\$ 12,494	2.50 %
Discretionary Capital	\$ 1,757,682	\$ 3,787,495	\$ 3,291,681	\$ 3,173,308	\$ 2,132,614	\$ 978,800	\$ —	\$ 3,111,414	\$ (61,894)	(1.95)%
<b>Total Capital Investments</b>	<b>\$ 3,801,943</b>	<b>\$ 5,882,997</b>	<b>\$ 5,439,570</b>	<b>\$ 5,624,894</b>	<b>\$ 4,645,490</b>	<b>\$ 978,800</b>	<b>\$ —</b>	<b>\$ 5,624,290</b>	<b>\$ (604)</b>	<b>(0.01)%</b>



## Program Overview

The Belmont Capital plan consists of Non-Discretionary, Discretionary and Enterprise capital projects.

- Non-Discretionary projects are for the Pavement Management Program and Sidewalk Maintenance, both of which were funded by voters via operating overrides in prior years. Funding grows by 2.5% each year, in parallel with Proposition 2½ growth.
- For FY2025, an additional \$250,000 was included in the override request dedicated to Sidewalk Maintenance, which can be reallocated in future years.
- Discretionary capital funds were set-aside through an earlier override, and also grow by 2.5% each year.

## FY2024-25 Achievements

- Funded \$1.6M for the first of three phased projects for the Chenery Upper Elementary School – boiler replacement.
- Set aside funds in the Capital Stabilization Fund to help offset the anticipated costs of future Chenery projects.
- Kicked off a building assessment project which will help to inform future capital project prioritization.

## FY2026 Goals

- Continue to build out the long-term capital plan.
- Identify additional sources of funding to support capital investments.

## Staffing and Structure

Staff from Town Administration and Facilities support the work of the Comprehensive Capital Budget Committee. Departments work with the CCBC as needed to submit

- A subset of discretionary projects have previously been funded by within levy debt issuances. As those obligations are paid down, the funding is transferred back to the Capital budget.
- Both Water and Sewer Enterprise also have capital investments in their respective systems, which are funded from user charges.
- The Comprehensive Capital Budget Committee (CCBC) reviews annual requests from Town departments for capital projects.

- Completed a Townwide tree inventory including tree health assessment and a tree management plan.
- A Townwide sidewalk assessment is underway, which will update the sidewalk replacement list.
- Completed a Townwide pavement assessment, which will allow the Town to revisit its pavement management priorities.

capital requests, respond to questions, and implement the projects.

# 8000 - Recommended Capital Investments

Town of Belmont, MA

## Budget Recommendations

The FY2026 budget request for Capital Investments is \$5,624,290, which is essentially level-funded from the FY2025 budget. Both fiscal years dedicated sizeable amounts of one-time funding to capital projects, which is a best practice.

In FY2025, \$1.5M in Free Cash was dedicated to the Chenery boiler replacement project, and \$246,196 in prior capital projects was identified for reallocation. Both amounts are one-time funding sources.

In FY2026, funding growth is attributable to three main areas-

- The annual increase of 2.5% for the Non-Discretionary and Discretionary capital items;
- The continued transfer of reductions in Within Levy debt service payments as prior capital projects are paid off, which amounts to \$191,650 in FY2026; and
- Dedication of \$978,800 in Free Cash to offset large capital needs at the Chenery.

## Capital Budget Summary

<b>Appropriation Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Capital - Streets	\$ 1,812,460	\$ 1,857,772	\$ 1,904,216	\$ 1,951,821	\$ 2,000,617	\$ —	\$ —	\$ 2,000,617	\$ 48,796	2.50 %
Capital - Sidewalks	\$ 231,801	\$ 237,730	\$ 243,673	\$ 499,765	\$ 512,259	\$ —	\$ —	\$ 512,259	\$ 12,494	2.50 %
Discretionary Capital	\$ 1,757,682	\$ 3,787,495	\$ 3,291,681	\$ 3,173,308	\$ 2,132,614	\$ 978,800	\$ —	\$ 3,111,414	\$ (61,894)	(1.95)%
<b>Total 8000 Capital</b>	<b>\$ 3,801,943</b>	<b>\$ 5,882,997</b>	<b>\$ 5,439,570</b>	<b>\$ 5,624,894</b>	<b>\$ 4,645,490</b>	<b>\$ 978,800</b>	<b>\$ —</b>	<b>\$ 5,624,290</b>	<b>\$ (604)</b>	<b>(0.01)%</b>

<b>Capital Project Summary</b>	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Approp.	FY2026 Request	TA Adj.	Budget Realign	<b>FY2026 TA Rec.</b>	Dollar Change	Percent Change
Capital - Streets	\$ 1,812,460	\$ 1,857,772	\$ 1,904,216	\$ 1,951,821	\$ 2,000,617	\$ —	\$ —	\$ 2,000,617	\$ 48,796	2.50 %
Capital - Sidewalks	\$ 231,801	\$ 237,730	\$ 243,673	\$ 499,765	\$ 512,259	\$ —	\$ —	\$ 512,259	\$ 12,494	2.50 %
<i>Non-Discretionary Capital</i>	<i>\$ 2,044,261</i>	<i>\$ 2,095,502</i>	<i>\$ 2,147,889</i>	<i>\$ 2,451,586</i>	<i>\$ 2,512,876</i>	<i>\$ —</i>	<i>\$ —</i>	<i>\$ 2,512,876</i>	<i>\$ 61,290</i>	<i>2.50 %</i>
Discretionary Capital - Tax Levy	\$ 1,497,682	\$ 1,549,953	\$ 2,138,702	\$ 1,170,012	\$ 1,940,964	\$ —	\$ —	\$ 1,940,964	\$ 770,952	65.89 %
Discretionary Capital - Debt Service			\$ 23,950	\$ 257,100	\$ 191,650	\$ —	\$ —	\$ 191,650	\$ (65,450)	(25.46)%
Discretionary Capital - Free Cash		\$ 649,699		\$ 1,500,000	\$ —	\$ 978,800	\$ —	\$ 978,800	\$ (521,200)	(34.75)%
Discretionary Capital - Turnbacks	\$ 260,000	\$ 545,121	\$ 179,029	\$ 246,196	\$ —	\$ —	\$ —	\$ —	\$ (246,196)	(100)%
Discretionary Capital - Other Sources		\$ 1,042,722	\$ 950,000	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	— %
<i>Discretionary Capital</i>	<i>\$ 1,757,682</i>	<i>\$ 3,787,495</i>	<i>\$ 3,291,681</i>	<i>\$ 3,173,308</i>	<i>\$ 2,132,614</i>	<i>\$ 978,800</i>	<i>\$ —</i>	<i>\$ 3,111,414</i>	<i>\$ (61,894)</i>	<i>(1.95)%</i>
<b>Total 8000 Capital</b>	<b>\$ 3,801,943</b>	<b>\$ 5,882,997</b>	<b>\$ 5,439,570</b>	<b>\$ 5,624,894</b>	<b>\$ 4,645,490</b>	<b>\$ 978,800</b>	<b>\$ —</b>	<b>\$ 5,624,290</b>	<b>\$ (604)</b>	<b>(0.01)%</b>

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# Budget Book Appendices



## Appendix A - General Fund Budget Alignment Across Municipal and School Functions

Category	Budgeted	Municipal	Schools
Municipal Depts.	\$ 34,209,375	\$ 34,209,375	
Belmont Public Schools	\$ 70,629,379		\$ 70,629,379
Facilities	\$ 7,898,460	\$ 1,618,037	\$ 6,280,423
Pension	\$ 10,128,274	\$ 7,093,352	\$ 3,034,922
Benefits - Empl/Retiree	\$ 16,798,712	\$ 5,869,903	\$ 10,928,808
OPEB	\$ 440,364	\$ 153,875	\$ 286,489
Debt Service	\$ 17,684,656	\$ 1,986,287	\$ 15,698,369
Liability Insurance	\$ 857,208	\$ 440,265	\$ 416,943
WC Reserve	\$ 500,000	\$ 500,000	
Regional Schools	\$ 234,580		\$ 234,580
Capital - Streets/Sidewalks	\$ 2,512,876	\$ 2,512,876	
Discretionary Capital*	\$ 3,111,414	TBD	TBD
<b>Total General Fund</b>	<b>\$ 165,005,297</b>	<b>\$ 54,383,970</b>	<b>\$ 107,509,913</b>
		33.0%	65.2%

*\*Discretionary Capital will be allocated once final projects have been selected.*

## Appendix B - Community Services Staff Funding Crosswalk

This reflects the transition of staff from their existing location in the FY2025 budget to their new location in FY2026, and demonstrates that any savings realized from the realignment has been devoted to supporting the impacted program areas.

### Crosswalk of Community Services Staff Funding Transition - FY2025 to FY2026

Area	Job Description	FTE	FY25
Recreation Admin.	Recreation Dir.	1	\$ 107,228
	Rec. Asst. Dir.	1	\$ 80,437
	Senior Rec. Coord.	1	\$ 72,500
	Rec. Coord.	1	\$ 64,177
<b>Total Rec. Admin</b>		<b>4</b>	<b>\$ 324,342</b>

Recreation Rev. Fund	Rec. Admin Asst.	0.5	\$ 23,872
	Adult Education		\$ 5,000
	Higginbottom Seasonals		\$ 40,000
	Underwood Pool Seasonals		\$ 432,000
	School Year Seasonals		\$ 21,596
	SPORT Program Seasonals		\$ 4,000
	Summer Camp Seasonals		\$ 175,000
	<b>Total Rec. Revolving</b>	<b>0.5</b>	<b>\$ 701,468</b>

Council on Aging	COA Dir.	1	\$ 92,754
	COA Assist. Dir.	1	\$ 71,314
	Admin. Assist. II	0.5	\$ 20,845
	Admin. Assist. II	0.5	\$ 28,747
	Social Worker	0.5	\$ 41,844
	Transport. Coord.	1	\$ 67,007
	Driver	1	\$ 48,780
	Media Specialist	0.25	\$ 8,481
<b>Total Council on Aging</b>	<b>5.75</b>	<b>\$ 379,771</b>	

COA Formula Grant	PT Driver	0.5	\$ 24,294
	PT Driver	0.5	\$ 22,643
	PT Driver	0.5	\$ 20,114
	Vol. Coordinator	0.6	\$ 40,000
<b>Total COA Grants</b>	<b>2.13</b>	<b>\$ 107,050</b>	

Health Dept.	Social Worker	0.37	\$ 33,797
	VSO	0.5	\$ 35,726
<b>Total Health</b>	<b>0.87</b>	<b>\$ 69,523</b>	

	<b>11.75</b>	<b>\$ 1,582,156</b>
<b>Total General Fund</b>		<b>\$ 773,637</b>
<b>Total Revolving Fund</b>		<b>\$ 701,468</b>
<b>Total Grant-Funded</b>		<b>\$ 107,050</b>
		<b>\$ 1,582,156</b>

Area	Job Description	FTE	FY26
Community Service Admin.	Comm. Services Dir.	1	\$ 121,835
	Comm. Services Asst. Dir.	1	\$ 84,021
	Comm. Services Admin.	1	\$ 72,224
<b>Total Community Services Admin</b>		<b>3</b>	<b>\$ 278,080</b>

Council on Aging Programs	Director of Senior Services	1	\$ 83,958
	Transportation Coordinator	1	\$ 68,922
	Asst. Prog./Vol. Coord.	0.75	\$ 47,418
	Driver	1	\$ 61,624
	Social Worker	1	\$ 89,178
	Media Specialist	0.28	\$ 9,210
<b>Total COA Programming</b>	<b>4.8</b>	<b>\$ 360,311</b>	

COA Formula Grant	PT COA Dispatcher	0.5	\$ 26,311
	PT Driver	0.5	\$ 24,294
	PT Driver	0.5	\$ 22,643
	PT Driver	0.5	\$ 20,114
<b>Total COA Grants</b>	<b>2.0</b>	<b>\$ 93,361</b>	

VSO	VSO	0.5	\$ 38,054
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Rec Pgms Gen'l Fund	Rec. Program Dir.	1	\$ 73,393
	Youth Coordinator	1	\$ 66,528
<b>Total Recreation Programs - Gen'l Fund</b>		<b>2</b>	<b>\$ 139,922</b>

Recreation Programs Rev. Fund	Comm. Services Admin.	0.5	\$ 40,465
	Rec. Therapy Specialist	0.5	\$ 40,465
	Adult Education		\$ 5,000
	Higginbottom Seasonals		\$ 40,000
	Underwood Pool Seasonals		\$ 372,000
	School Year Seasonals		\$ 25,000
	SPORT Program Seasonals		\$ 4,000
	Summer Camp Seasonals		\$ 175,000
<b>Total Recreation Revolving Fund</b>	<b>1.0</b>	<b>\$ 701,930</b>	

	<b>13.25</b>	<b>\$ 1,611,658</b>
<b>Total General Fund</b>		<b>\$ 816,367</b>
<b>Total Revolving Fund</b>		<b>\$ 701,930</b>
<b>Total Grant-Funded</b>		<b>\$ 93,361</b>
		<b>\$ 1,611,658</b>

## APPENDIX C - GLOSSARY OF KEY TERMS

**Abatement** - A complete or partial cancellation of a tax levy imposed by a governmental unit as administered by the local Board of Assessors.

**Accounting System** - A system of financial recordkeeping which records, classifies, and reports information on the financial status and operation of an organization.

**Accrual Basis** - The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

**Adopted Budget** - The resulting budget approved by Town Meeting.

**Advance Refunding Bonds** - Bonds issued to refund an outstanding bond issue prior to the date on which the outstanding bonds become due or callable. Proceeds of the advance refunding bonds are deposited in escrow with a fiduciary, invested in U.S. Treasury Bonds or other authorized securities, and used to redeem the underlying bonds at maturity or call date and to pay interest on the bonds being refunded or the advance refunding bonds.

**Allocation** - The distribution of available monies, personnel, buildings and equipment among various Town departments, divisions or cost centers.

**Annual Budget** - Estimate of expenditures for specific purposes during the fiscal year (July 1 - June 30) and the proposed means for financing those activities using revenues.

**Appropriation** - An authorization by the Town to make obligations and payments from the treasury for a specific purpose.

**Arbitrage** - Investing funds borrowed at a lower interest cost in investments providing a higher rate of return.

**Assessed Valuation** - A valuation set upon real or personal property by the board of assessors as a basis for levying taxes.

**Audit** - A study of the Town's accounting system to ensure that financial records are accurate and in compliance with all legal requirements for handling of public funds, including state law and city charter.

**Availability** - Available Square Feet divided by the Net Rentable Area.

**Balanced Budget** - A budget in which receipts are greater than (or equal to) expenditures required by statute for all Massachusetts cities and towns. A balanced budget is a basic budgetary constraint intended to ensure that a government does not spend beyond its means and its use of resources for operating purposes does not exceed available resources over a defined budget period.

**Basis of Accounting** - Basis of accounting refers to when revenues and expenditures or expenses are recognized in accounts and reported on financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

**Bond** - A written promise to pay a specified sum of money, called the face value (par value) or principal amount, at a specified date or dates in the future, called maturity date(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time.

**Bond Anticipation Notes** - Notes issued in anticipation of later issuance of bonds, usually payable from the proceeds of the sale of the bonds or of renewal notes.

**Bonds Authorized and Unissued** - Bonds that a government has been authorized to sell but has not sold. Issuance at this point is only contingent upon action by the treasurer.

**Bond Counsel** - An attorney or law firm engaged to review and submit an opinion on the legal aspects of a municipal bond or note issue.

**Bond Issue** - The sale of a certain number of bonds at one time by a governmental unit.

**Budget (Operating)** – The operating budget is a plan of financial operation including an estimate of proposed expenditures for a defined period and the proposed means of financing expenditures.

**Budget Basis of Accounting** - The Town's General Fund budget is prepared on a basis other than generally accepted accounting principles (GAAP). The actual results of operations are presented on a "budget (cash) basis" to provide a meaningful comparison of actual results with the budget.

**Budget Calendar** - The schedule of key dates or milestones a government follows in the preparation and adoption of the budget.

**Budget Message** - A general discussion of the submitted budget presented in writing by the Town Administrator as part of the budget document.

**Capital Budget** - The Capital Budget is a plan of proposed outlays for acquiring long-term assets and the means of financing those acquisitions during the current fiscal period.

**Capital Expenditures** - Expenditures which result in the acquisition or addition to fixed assets.

**Capital Improvements Program** - A comprehensive schedule for planning a community's capital expenditures. It coordinates community planning, fiscal capacity and physical development. While all of a community's needs should be identified in the program, there should also be a set of criteria that prioritizes expenditures. A capital program is a plan for capital expenditures that extends four years beyond the capital budget and is updated yearly.

**Cash Basis of Accounting** - Revenues recorded when cash is received and expenses are recognized when cash is paid out.

**Charges for Service** - (Also called User Charges or Fees) The charges levied on the users of particular goods or services provided by local government, requiring individuals to pay for the private benefits they receive. Such charges reduce the reliance on property tax funding.

**Cherry Sheet** - A form showing all state charges and reimbursements distributed to the Town as certified by the state director of accounts. Years ago this document was printed on cherry colored paper.

**Community Preservation Act** - On November 2, 2010, residents of Belmont accepted the Community Preservation Act (CPA) which allows the Town to impose a surcharge of 1.5% on real estate taxes. Property exempt from this tax includes the first \$100,000 of residential property as well as certain low-income properties. By enacting the CPA, the Town will receive the maximum available matching funds from the state. Proceeds from both the amount raised by the Town and the amount matched by the State will be used to fund renovations to, and the construction of affordable housing, open space acquisition and historic preservation.

**Cost-Benefit Analysis** – A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost incurred for each different alternative.

**Cost Center** - The lowest hierarchical level of allocating monies, often referred to as a program, project or operation.

**Debt Authorization** - Formal approval to incur debt by municipal officials, in accordance with procedures stated in M.G.L. Ch. 44, specifically sections 2, 3, 4 and 6 through 15.

**Debt Burden** - The debt burden is the level of debt of an issuer, usually as compared to a measure of value (debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden is used in referring to debt service costs as a percentage of the annual budget.

**Debt Limits** - The general debt limit of a city or town consists of the normal debt limit, which is 5% of the valuation of taxable property and a double debt limit, which is 10% of that valuation. Cities and towns may authorize debt up to the normal limit without state approval, while debt up to the double debt limit requires state approval. It should be noted that there are certain categories of debt which are exempt from these limits.

**Debt Service** - Payment of interest and repayment of principal to holders of a government's debt instruments.

**Deficit or Budget Deficit** - The deficit or budget deficit occurs when there is an excess of budget expenditures over receipts/revenues. The city charter requires a balanced budget.

**Department** - A principal, functional and administrative entity created by statute and/or the Select Board to carry out specified public services.

**Departmental Accomplishments** - Completion of a goal or activity that warrants announcement by one or more department.

**Encumbrance** - Obligations in the form of purchase orders and contracts which are chargeable to an appropriation and are reserved. They cease to be encumbrances when paid or when an actual liability is set up.

**Enterprise Fund** - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. The intent is that the full cost of providing the goods or services be financed primarily through charges and fees thus removing the expenses from the tax rate.

**Equalized Valuations - (EQVs)** The determination of the full and fair cash value of all property in the Commonwealth that is subject to local taxation. EQVs have historically been used as variables in distributing certain state aid accounts, and for determining county assessments and certain other costs. The Commissioner of Revenue, in accordance with M.G.L. Ch. 58, s. 10C, is charged with the responsibility of biennially determining an equalized valuation for each town and city in the Commonwealth.

**Excess Levy Capacity** - The difference between the levy limit and the amount of real and personal property taxes actually levied in a given year. Annually, the Select Board must be informed of excess levying capacity and evidence of their acknowledgement must be submitted to DOR when setting the tax rate.

**Expenditures** - The amount of money, cash or checks actually paid or obligated for payment from the treasury.

**Fiduciary Fund** - Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units and other funds. These include expendable trusts, non-expendable trusts, pension trusts and other agency funds.

**Financing Plan** - The estimate of revenues and their sources that will pay for the service programs outlined in the annual budget.

**Financial Task Force – FTF** – The Task Force was formed by the Select Board to develop a long term financial and capital plan.

**Fiscal Year** - The twelve month financial period used by all Massachusetts municipalities, beginning July 1 and ending June 30 of the following calendar year. The fiscal year is identified by the year in which it ends.

**Free Cash** - (Also Budgetary Fund Balance) Funds remaining from the operations of the previous fiscal year which are certified by DOR's director of accounts as available for appropriation. Remaining funds include unexpended free cash from the previous year, receipts in excess of estimates shown on the tax recapitulation sheet and unspent amounts

in budget line-items. Unpaid property taxes and certain deficits reduce the amount of remaining funds which can be certified as free cash.

**Full and Fair Market Valuation** - The requirement, by State law, that all real and personal property be assessed at 100% of market value for taxation purposes. "Proposition 2½" laws set the Town's tax levy limit at 2½% of the full market (assessed) value of all taxable property.

**Fund** - A set of interrelated accounts which record assets and liabilities related to a specific purpose. Also a sum of money available for specified purposes.

**Fund Accounting** - Governmental accounting systems should be organized and operated on a fund basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

**Fund Balance** - The excess of assets of a fund over its liabilities and reserves.

**GASB 34** - A major pronouncement of the Governmental Accounting Standards Board (GASB) requires a report on overall financial health, including trends, prospects for the future, cost of delivering services and value estimates on public infrastructure assets.

**General Fund** - The major municipality-owned fund, which is created with City receipts and which is charged with expenditures payable from such revenues.

**Generally Accepted Accounting Principles (GAAP)** - A set of uniform accounting and financial reporting rules and procedures that define accepted accounting practice.

**General Obligation Bonds** - Bonds issued by a municipality which are backed by the full faith and credit of its taxing authority.

**Geographical Information System (GIS)** - Computerized mapping system and analytical tool that allows a community to raise and sort information on a parcel, area or community wide basis.

**Goal** - A proposed course of action toward which departmental effort is directed.

**Governmental Funds** - Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds.

**Grant** - A contribution of assets by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal government. Grants are usually made for specific purposes.

**Hotel/Motel Excise** - Allows a community to assess a tax on short-term room occupancy at hotels, motels and lodging houses, as well as convention centers in selected cities.

**Interest** - Compensation paid or to be paid for the use of money, including interest payable at periodic intervals or as a discount at the time a loan is made.

**Interfund Transactions.** Payments from one administrative budget fund to another or from one trust fund to another, which results in the recording of a receipt and an expenditure.

**Intrafund Transactions** - Financial transactions between activities within the same fund, an example would be a budget transfer.

**License and Permit Fees** - The charges related to regulatory activities and privileges granted by government as defined in bylaw and regulation.

**Levy Limit** - The maximum amount of tax a community can levy in a given year. The limit can grow each year by 2.5 percent of the prior year's levy limit (M.G.L. Ch. 59, s. 21C (f,g,k)), plus new growth and any overrides. The levy limit can exceed the levy ceiling only if the community passes a capital expenditure exclusion, debt exclusion or special exclusion.

**Line-Item Budget** - A format of budgeting which organizes costs by type of expenditure such as supplies, equipment, maintenance or salaries.

**Massachusetts Water Pollution Abatement Trust (MWPAT)** - A statewide revolving fund that commenced operations in 1990 to address necessary environmental actions outlined in the Federal Clean Water Act. This fund revolves by the MWPAT issuing large pooled bond issues for various environmental construction projects and then loaning these funds to communities, with subsidies from the state reducing the debt service payments for these communities.

**Meals Excise** - Local excise option which allows communities to assess a sales tax on sales of restaurant meals originating in the city by a vendor.

**Modified Accrual Basis** - The accrual basis of accounting adapted to the governmental fund type, wherein only current assets and current liabilities are generally reported on fund balance sheets and the fund operating statements present financial flow information (revenues and expenditures). Revenues are recognized when they become both measurable and available to finance expenditures in the current period. Expenditures are recognized when the related fund liability is incurred, except for a few specific exceptions. All governmental funds and expendable trust funds are accounted for using the modified accrual basis of accounting.

**N/A** - The information is not available or not applicable.

**Non-Tax Revenue** - All revenue coming from non-tax sources including licenses and permits, intergovernmental revenue, charges for service, fines and forfeits and other miscellaneous revenue.

**Official Statement** - A document prepared for potential investors containing information about a prospective bond or note issue and the issuer.

**Overlay** - The amount raised by the assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements and exemptions.

**Pay-As-You-Go Funds** - The appropriation of current revenues, including Property Taxes and Free Cash, to fund capital improvements, as opposed to incurring debt to cover the costs.

**Policy** - A definite course of action adopted after a review of information, and directed at the realization of goals.

**Procedure** - A method used in carrying out a policy or plan of action.

**Program** - Collections of work-related activities initiated to accomplish a desired end.

**Program Budget** - A budget format which organizes expenditures and revenues around the type of activity or service provided and specifies the extent or scope of service to be provided, stated whenever possible in precise units of measure.

**Proposition 2½** - A statewide tax limitation initiative petition limiting the property tax levy in cities and towns in the Commonwealth to 2½ percent of the full and fair cash valuation of the taxable real and personal property in that city or town. The statute also places an annual growth cap of 2½ percent on the increase in the property tax levy.

**Purchase Order** - A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated or estimated price. Outstanding purchase orders are called encumbrances.

**Purpose & Overview** - A short description of a Town department or division describing the charges and/or functions of that particular department or division.

**Rating Agencies** - This term usually refers to Moody's Investors Service, Standard and Poor's Corporation and Fitch Ratings. These are the three major agencies that issue credit ratings on municipal bonds.

**Refunding Bonds** - Retirement of an existing bond issue through the sale of a new bond issue when interest rates have fallen, issuers may want to exercise the call feature of a bond and replace it with another debt instrument paying a lower interest rate.

**Registered Bonds** - Bonds registered on the books of the issuer as to ownership; the transfer of ownership must also be recorded on the books of the issuer. Recent changes in federal tax laws mandate that all municipal bonds be registered if their tax exempt status is to be retained.

**Reserves** - An account used to indicate that portion of fund equity which is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

**Reserve for Contingencies** - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**Revaluation** - A reasonable and realistic program to achieve the fair cash valuation of property, in order to ensure that each taxpayer in the community pays his or her share of the cost of local government in proportion to the value of their property.

**Revenue** - Additions to the Town's financial assets (such as taxes and grants) which do not in themselves increase the Town's liabilities or cancel out a previous expenditure. Revenue may also be created by cancelling liabilities, provided there is no corresponding decrease in assets or increase in other liabilities.

**Revolving Fund** - A fund established to finance a continuing cycle of operations in which receipts are available for expenditure without further action by Town Meeting.

**Service Level** - The extent or scope of the Town's service to be provided in a given budget year. Whenever possible, service levels should be stated in precise units of measure.

**Service Program** - A planned agenda for providing benefit to citizens.

**Significant Budget Modification** - An increase or decrease of a departmental budget of such importance that highlighting is necessary.

**Submitted Budget** - The proposed budget approved by the Select Board and forwarded to Town Meeting for their approval. The Council must act upon the submitted budget within prescribed guidelines and limitations according to statute and the Town charter.

**Supplemental Appropriations** - Appropriations made by Town Meeting after an initial appropriation, to cover expenditures beyond original estimates.

**Tax Anticipation Notes** - Notes issued in anticipation of taxes, which are usually retired from taxes collected.

**Tax Rate** - The amount of tax levy stated per \$1,000 in value of the tax base. Prior to a 1978 amendment to the Massachusetts Constitution, a single tax rate applied to all of the taxable real and personal property in a city or town. The 1978 amendment allowed the legislature to create three classes of taxable property: 1) residential real property, 2) open space land, and 3) all other (commercial, industrial and personal) property, each of which may be taxed at a different rate. Within limits, cities and towns are given the option of determining the share of the levy to be borne by the different classes of property. The share borne by residential real property must be at least 65% of the full rate. The share of commercial, industrial and personal property must not exceed 175% of the full rate. Property may not be classified until the state department of revenue has certified that all property has been assessed at its full value.

**Unrestricted General Government Aid (UGGA)** - The components of local aid including additional assistance and lottery aid, which were combined into this one category, UGGA.

**Valuation (100%)** - A requirement that the assessed valuation must be the same as the market value for all properties.