

Town of
Belmont
MASSACHUSETTS



TOWN
HALL

1882

Fiscal Year 2020 Town Administrator's Budget Recommendation



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Town of Belmont - Town Administration's Fiscal Year 2019 Budget Recommendation

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TOWN OF BELMONT
OFFICE OF THE BOARD OF SELECTMEN
455 CONCORD AVENUE
BELMONT, MASSACHUSETTS 02478

Selectmen@belmont-ma.gov

455 CONCORD AVENUE
BELMONT, MA 02478-2573
PHONE (617) 993-2610
FAX (617) 993-2611

BOARD OF SELECTMEN

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JON MARSHALL

To the Honorable Board of Selectman,
Warrant Committee
and the residents and taxpayers of Belmont:

Overview

I herewith submit for your consideration the Proposed FY20 Operating Budget for the Town of Belmont. I want to thank the team that helped pull this together; Glen Castro, Jon Marshall, Pam Callahan, Matt Haskell, and all the Department Heads. The total Proposed Budget of \$129,907,400 represents an increase of \$13,679,816, or 11.8%, over the FY19 adjusted budget.

The Proposed Budget reflects the additional resources provided as a result of the successful Proposition 2 ½ Override approved by voters in April 2015. The Town and School portions of the budget reflect a level service budget with additional funds to adequately cover the increased costs for special education services, one FTE in the Facilities Department, and an increase to the Facilities budget to more adequately address the costs associated with the aging buildings. The FY20 Budget continues to utilize the additional capital funds provided in FY15 to support sidewalk repairs (\$220,631) and additional funds for the Pavement Management Program (\$331,144). The remaining funds received as part of the 2015 override will be used to fund the FY20 budget. Without the use of these funds the current level of services could not be maintained and cuts would be required. The original plan for the 2015 override was to provide funding for three years, the Town was able to use these funds for five years, 67% longer than anticipated

A net increase in State Aid of \$342,778 contained in the Governor's Proposed Budget for distribution to Belmont has been included in the Proposed FY20 Budget. However, this additional State Aid amount is not final and is subject to revision when Legislative Budget Proposals are submitted as part of the State Budget Process. It is anticipated that any additional state aid funds will be used to further reduce the amount used to fund the FY20 Budget from the Free Cash.

Belmont is not unlike other municipalities, which budget revenue at the Proposition 2½ Property Tax Levy Limit and derive a majority of their property tax revenue from residential properties to balance revenues and expenditures on an annual basis. Absent significant and consistent increases in property tax revenues from new growth, state aid, non-property tax revenues or the use of cash reserves, the annual budget process will continue to be an ongoing challenge.

Budget Process

This year the Town updated the five year forecast model with recommendations from the Collins Center that addressed minor issues with the budget. This model and recommendations were presented to the Board of Selectmen, School Committee, Warrant Committee and Capital Budget Committee in early December. We have been able to incorporate many of the Collins Center recommendations in the FY20 Budget that will be discussed later on in this message.

The Budget Process began in December 2018 with the development of estimated revenues to fund the upcoming budget, as well as an estimate of "Fixed Costs." Fixed Cost budget items include State Charges and Assessments, Debt Service, Pension, Minuteman Vocational School Assessment, Reserve for Property Tax Abatements (Overlay) and an allocation for Capital Road and Sidewalk Improvements. Fixed Cost items are funded independently from Town and School allocations. This estimate is done in collaboration with the Board of Selectman, Town Officials and the Warrant Committee.

Town and School officials used these targets to develop a balanced Proposed Budget. However, it was understood that changes to these preliminary estimates would be made to available revenues and "Fixed Costs" based on additional information being received prior to the February 26, 2019 budget submission date. The "Fixed Costs" are mandated by statutory and financial regulations. This is not unusual and is part of the budget development process since initial estimates are generally conservative so as not to result in a significant reduction in initial allocation amounts to Town and School

The total available revenue amount contained in this proposal is \$129,907,400 for the FY20 Budget, which is an increase of \$13,679,816 or 11.8% over FY19. Estimated "Fixed Costs" total \$25,472,930, which is an increase of \$7,514,955 or 41.8% from FY19, leaving \$104,254,070 in available funding for Town, School and Capital Budgets. This resulted in a \$60,649,451 FY20 School Budget, which is a \$3,663,859 increase or 6.4%, \$41,644,333 FY20 Town Budget, an increase of \$1,764,497 or 4.4% and \$2,140,686 FY20 Capital Budget, which is an increase of \$736,505, or 52.5%. The sidewalk repair budget is part of the Fixed Cost category.

In developing a "present level of service" budget, Town Department Heads were asked to review their budgets to ensure that their budgets stay "level". Additional guidelines included that any non-salary COLA would stay at 2%, no more than other employee contracts for FY20. In 2019 I implemented a merit increase, based on performance, which was retroactive for nonunion employees starting July 1, 2018. For the coming year we have set aside funds to address merit increases based on performance as well as funds for unions that have not settled.

Health insurance has been budgeted to increase 8%. This is the third year in a row of increased health insurance costs shared by both the Town and its employees. We have been provided information by the Town's consultant on possible strategies in changes to the plan design that will need to be negotiated with Town unions. FY20 is the last year of union contracts and the Town will be negotiating in preparation for FY21.

Department Heads submitted their FY20 Budget requests to the Town Administrator in early January 2019. Department Heads met with the Town Administrator to review budget requests. After careful review and analysis, I am pleased to present the Town Administrators proposed budget requests.

Revenues

The following is a summary of the major revenue sources used to fund the FY20 Budget.

FY20 revenue estimates were developed in collaboration with the Board of Selectman and Warrant Committee. Non-Property Tax Revenues have been increased based on prior year actual receipts and current year estimates.

Real Estate and Personal Property Taxes

The property tax is the Town's largest and most stable source of revenue growth. The FY20 Budget estimates that \$102,182,960 will be derived from this revenue source, which is 80% of total revenues. This amount includes an estimate from property taxes due to new construction (new growth). New growth is the only way that a municipality at the Proposition 2 1/2 levy limit can generate additional property tax revenue. The Board of Assessors new growth estimate is \$740,000 of which \$200,000 is estimated for the Cushing Village Development.

The total property tax levy includes property taxes used to finance debt exclusions based on the debt schedule for the approved projects.

State Aid

Total State Aid (Local Aid) is estimated at \$11,778,384, or 9.1% of total revenues used to fund the FY20 Budget and reflects a net increase of \$342,778, which reflects the amount included in the Governor's FY20 Proposed Budget. The two major categories of State Aid (Chapter 70 Education (School) Aid and Unrestricted General Government Aid (UGGA)) totals \$11,778,384. It should be noted that in addition to the Local Aid distributed to the Town, there are assessed charges from the State to pay for services (MBTA, etc.) totaling an estimated \$1,887,013, which brings the net State Aid revenue amount to \$9,891,371.

Other Taxes

In addition to the Property Tax (Real Estate and Personal Property), other taxes including Motor Vehicle Excise (\$3,546,430), Meals Excise (\$229,279), Penalties and Delinquency Interest Payments (\$330,000) and Payment In-Lieu-of Taxes (\$36,000), are a major source of revenue to the Town. These tax revenues total \$4,141,709, which reflects an increase of \$505,897, or 13.91% in the FY20 Budget and represents 3.2% of total revenues.

Local Receipts

Local Receipts, including Other Taxes, have been increased in the FY20 Budget by a total of \$1,195,126 to \$8,232,491 or 17.0% of total revenues. The Collins Center has recommended that the Town increase its Local Receipts by \$300,000 due to the trends it has seen. We concur with this increase and it is reflected in the revenue presented.

Free Cash

Free Cash is the amount of funds remaining from the operations of the previous fiscal year, which are certified by the State Department of Revenue (DOR) Director of Accounts as available for appropriation. Essentially, this means actual revenues collected were in excess of budget estimates and expenditures were below budget. The Town's certified Free Cash figure is \$8,406,183 as of July 1, 2018, which is an increase from \$5,646,719 over the prior year.

With an increase in the use of local receipts as noted above, a corresponding reduction in the amount of Free Cash used in FY20, from \$2,686,005 in FY19 to \$2,914,067 in FY20 has been made. Free Cash represents 2% of total FY20 revenues.

However, the ability to consistently use Free Cash annually to fund the Budget will depend upon our ability to substantially replenish the amount used each year. Failure to do so will result in a reduction in the total available balance.

General Stabilization Fund

In 2018 the Town appropriated \$1,340,341 from the General Stabilization fund to balance the FY19 operating budget. This action now requires additional funding from this reserve to balance the FY20 operating budget. The funding needed to balance the FY20 operating budget will exhaust the General Stabilization Fund to a balance of zero, placing the Town in the need for an override in FY21 to maintain services.

Expenditures

The following is a listing of highlights contained in the FY20 Budget:

Capital Budget

The FY20 Budget contains \$1,960,286 to support capital projects, to be recommended by the Capital Budget Committee.

Capital Budget-Roads and Sidewalks

The FY20 Budget contains \$1,725,126 to support the on-going Pavement Management Program to support improvements to Belmont Streets. This amount is in addition to approximately \$542,443, which is received annually by the town from State Chapter 90 Highway Funds to support our Pavement Management Program. The FY20 Budget contains \$220,631 to support sidewalk repair. This funding was made available as a result of the successful operating override approved by the voters in 2015.

Debt Service

The FY20 budget for Debt Service has increased by a net amount of \$6,850,404 to a total of \$11,587,805 to reflect the Police/DPW and High School projects in debt service.

Pension, Health and Other Insurance

Pension costs are projected to increase by \$348,680 or 4.4% based on the latest funding schedule approved by the Belmont Retirement Board and the Public Employee Retirement Administration Commission (PERAC). Estimated cost increase for health insurance is projected to be 8.0% based on current year claims experience and estimated costs increases. Property and Liability Insurance and Worker's Compensation premium costs are estimated to increase by combined \$44,437.

Charges and Assessments

State Charges and Assessments are estimated to increase by \$91,000 or 5.1% to \$1,887,000. The largest assessment is for the MBTA, which is estimated at \$1,738,461 for FY20. These State Assessments may change based on FY20 Legislative Budget proposals. The FY20 Minuteman Vocational High School assessment is estimated at \$984,887, which reflects \$138,116 increase of 16.3%.

Departmental Budgets

The Facilities budget has an increase of one FTE in FY20, the department requested two. There is a crucial need for building maintenance in Town and adding one additional FTE will help address the growing needs of the department.

Budget Highlights

Following the Town's financial policies was a key component in the FY20 budget. It is the policy that reserves should not fall under 10% of the operating budget. Through good long term fiscal planning the Town has been able to follow the policy and financial planning model that was developed for the FY15 override. The FY15 override was planned to last three years, and the Town has been able to stretch that override through the FY20 budget, two years longer than projected.

The FY20 Facilities budget includes a new FTE, Facilities Coordinator. There is a tremendous need to address the maintenance and facility needs in town. Facilities has been underfunded for years and projects are not being completed as prescribed. The Facilities budget will increase by 6.2% in FY20, this is well shy of the department request of 18%. We are seeing unanticipated maintenance due to failure to provide timely maintenance in the past. Once the new High School is online maintenance demands will only increase. It will be important for the financial task force to incorporate this into long range financial plans.

Several line items were shifted to improve quality control for FY20. One example is the shift of phone expenses from the Facilities budget into the IT budget.

Health Insurance

All Health Insurance and Medicare lines were moved out of the individual budgets to give a more accurate representation on what the Town spends on Health Insurance. Health insurance increased at 8%. The cost driver for increasing rates derives from claims. The Town's desire is to work with the Insurance Advisory Committee on plan design, which could bring us closer to the State's GIC program. Plan design changes could result in savings for the Town and the employees. In the event that claims rise to a level that the operating budget cannot support we will charge those expenses to the Health Insurance Trust. The Health Insurance Trust balance is approximately \$5.4M. This balance allows us to stay within in the guidelines of three times the claims, that threshold being \$5.M.

Additional Comments

All Town Union contracts are up June 2020. Negotiations will begin this year for the next round of contracts.

As noted above there was some movement with line items. These changes will help us better account and control those costs on an annual basis.

The Office of Community Development continues to take on more and more projects, straining its resources. The FY 20 departmental budget request included the addition of a full time Traffic Engineer. Belmont is experiencing an increase in traffic related issues, including pedestrian and bicycle safety concerns, as a result of additional volume throughout the Town. Given the financial constraints with this budget we could not include this position in FY20.

Belmont is a vibrant Town, with engaged citizens who volunteer countless hours serving on Boards, Commissions and Committees. The current issues facing the Town are numerous, but by working together, we can find solutions to these issues and continue to provide high quality services for the Town of Belmont. .

The Town Administrator's Office looks forward to working with the Board of Selectman, School Committee, Warrant Committee and Capital Budget Committee in the months ahead as we finalize the Budget for Town Meeting approval in June. We welcome any suggestions, comments or feedback from Town Meeting members or citizens concerning the FY20 Budget. Individuals can e-mail comments to selectmen@belmont-ma.gov or to pgarvin@belmont-ma.gov

Regards,

Patrice Garvin
Town Administrator

BELMONT

5 YEAR SUMMARY OF PROJECTED REVENUES AND EXPENDITURES

	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
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Revenues

Property Tax Levy	88,525,674	92,748,087	102,182,960	112,018,648	115,043,594	118,145,808	120,806,407
State Aid	10,101,241	11,435,178	11,778,384	12,210,516	12,562,264	12,824,585	13,092,467
Local Receipts	7,557,572	7,724,789	8,232,491	8,069,411	8,209,869	8,353,963	8,501,797
Enterprise Funds	16,819,533	16,342,465	17,069,717	17,889,487	18,274,631	18,669,755	19,075,138
Other Available Funds	1,499,661	3,337,991	5,903,039	2,802,368	2,830,991	2,860,330	2,890,402
Free Cash	2,322,850	2,686,005	2,914,067	2,000,000	2,000,000	2,000,000	2,000,000
Total Revenues	126,826,531	134,274,515	148,080,657	154,990,430	158,921,348	162,854,442	166,366,212

Annual % Growth		5.78%	3.50%	12.43%	1.64%	2.44%	2.12%
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Expenditures

General Government	4,854,720	5,015,036	5,283,844	5,407,382	5,533,838	5,663,283	5,795,789
Public Safety	12,743,341	12,822,217	13,459,927	13,790,294	14,128,804	14,475,658	14,831,063
Education	47,585,387	49,606,718	52,802,540	53,927,109	55,669,574	57,483,342	59,372,135
Public Works	7,562,792	8,011,145	8,217,780	8,396,581	8,579,321	8,766,087	8,956,970
Public Facilities	4,296,576	4,348,890	4,691,288	4,788,026	4,886,771	4,987,567	5,090,455
Human Services	828,692	949,696	985,436	1,009,080	1,033,296	1,058,097	1,083,498
Culture & Recreation	2,039,810	2,105,057	2,251,710	2,304,511	2,358,564	2,413,897	2,470,542
Debt Service	4,515,205	4,719,259	11,587,805	18,683,263	18,583,670	18,338,848	17,725,640
Enterprise Funds	16,819,533	16,342,465	17,069,717	17,889,487	18,274,631	18,669,755	19,075,138
Employee Benefits	18,815,305	21,487,408	22,533,156	23,399,566	24,628,452	25,778,808	26,983,882
Prop/Liability Insurances	977,110	1,244,821	1,293,458	1,316,525	1,340,210	1,364,529	1,389,499
Other Amounts to be Raised	800,000	800,825	840,000	985,764	1,012,384	1,039,683	1,063,096
State and County Assessments	1,769,460	1,795,462	1,887,013	1,934,972	1,984,170	2,034,638	2,086,412
Capital	3,218,600	3,299,065	3,506,044	3,585,893	4,015,084	4,237,331	4,604,466
Chapter 90		542,443	542,445	542,443	542,443	542,443	542,443
Free Cash for Reserves & Capital	0	1,072,092	1,128,495	1,186,087	1,436,087	1,686,087	2,000,000
Available Funds - Capital	0	0	0	0	0	0	0
Available Funds - Other Articles	0	0	0	0	0	0	0
Total Expenditures	126,826,531	134,162,599	148,080,657	159,146,984	164,007,298	168,540,054	173,071,028

Annual % Growth		5.78%	3.73%	12.41%	2.90%	2.49%	2.46%
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Cumulative Surplus/Deficit	(0)	111,916	0	(4,156,554)	(5,085,950)	(5,685,612)	(6,704,816)
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Annual Surplus/Deficit	0	0	(4,156,554)	(929,396)	(599,663)	(1,019,204)	
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TOWN OF BELMONT FIVE YEAR REVENUE PROJECTION

Revenue Projections BELMONT	FY2018 Authorized	FY2019 Proposed	FY2020 Projected	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected	Projection Percent	Notes
PROPERTY TAX LEVY									
Prior Year Tax Levy Limit	82,015,337	86,092,850	89,257,087	92,228,514	95,234,227	98,315,083	101,472,960		
2.5% Increase	2,050,383	2,152,321	2,231,427	2,305,713	2,380,856	2,457,877	2,536,824		
Certified New Growth	2,020,408	1,011,916	740,000	700,000	700,000	700,000	700,000		See Growth
TAX Levy Limit Total	86,086,128	89,257,087	92,228,514	95,234,227	98,315,083	101,472,960	104,709,784		
Plus Debt Exclusions	3,565,503	3,491,000	9,954,446	3,374,311	3,322,111	3,268,448	2,691,023		See Debt Detail Tab
Plus Auth. & Unissued Exclusions				13,410,110	13,406,400	13,404,400	13,405,600		See Debt Detail Tab
Minus SBA Funding	-	-	-	-	-	-	-		
Maximum Annual Allowable Levy	89,651,631	92,748,087	102,182,960	112,018,648	115,043,594	118,145,808	120,806,407		
Excess Tax Levy Capacity	1,125,957								
TOTAL Actual Tax Levy	88,525,674	92,748,087	102,182,960	112,018,648	115,043,594	118,145,808	120,806,407		
STATE AID CHERRY SHEET									
Chapter 70 Education Aid	7,800,233	9,035,410	9,304,779	9,676,970	9,967,279	10,166,625	10,369,957		Phase down from 5% to 2%
Unrestricted General Government Aid	2,255,647	2,334,595	2,397,629	2,457,570	2,519,009	2,581,984	2,646,534	2.50%	
Charter School Reimbursement	1,786	1,768	1,856	1,856	1,856	1,856	1,856	0.00%	
Veterans Benefits	23,997	17,116	31,195	31,195	31,195	31,195	31,195	0.00%	
Exemptions VBS and Elderly	19,578	46,289	42,925	42,925	42,925	42,925	42,925	0.00%	
TOTAL Cherry Sheet	10,101,241	11,435,178	11,778,384	12,210,516	12,562,264	12,824,585	13,092,467		
ESTIMATED LOCAL RECEIPTS									
Motor Vehicle Excise	3,335,000	3,435,000	3,538,050	3,644,192	3,753,517	3,866,123	3,982,106	3.00%	
Meals tax	215,000	220,375	224,783	229,278	233,864	238,541	243,312	2.00%	
Penalties/Interest on Taxes and Excises	230,000	230,000	230,000	230,000	230,000	230,000	230,000	0.00%	
Payments in Lieu of Taxes	36,000	36,000	36,000	36,000	36,000	36,000	36,000	0.00%	
Ambulance	843,000	820,000	820,000	820,000	820,000	820,000	820,000	0.00%	
Fees	185,960	187,820	187,820	187,820	187,820	187,820	187,820	0.00%	
Rentals	17,500	17,500	17,500	17,500	17,500	17,500	17,500	0.00%	
Other Departmental Revenue	1,212,112	1,287,540	1,300,415	1,313,420	1,326,554	1,339,819	1,353,217	1.00%	
Licenses/Permits	1,106,000	1,128,900	1,140,189	1,151,591	1,163,107	1,174,738	1,186,485	1.00%	
Fines and Forfeits	185,000	185,875	187,734	189,611	191,507	193,422	195,356	1.00%	
Investment Income	192,000	175,779	250,000	250,000	250,000	250,000	250,000	0.00%	
Additional Local Receipts			300,000					0.00%	
TOTAL Local Receipts	7,557,572	7,724,789	8,232,491	8,069,411	8,209,869	8,353,963	8,501,797		

TOWN OF BELMONT FIVE YEAR REVENUE PROJECTION

Revenue Projections BELMONT	FY2018 Authorized	FY2019 Proposed	FY2020 Projected	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected	Projection Percent	Notes
AVAILABLE FUNDS/OTHER FINANCING									
Overlay Surplus - PY Operating. Budget	235,000	235,000	235,000	235,000	235,000	235,000	235,000	0.00%	
Transfer From Capital Endowment Fund	125,000	125,000	125,000	125,000	125,000	125,000	125,000	0.00%	
Transfer from General Stabilization Fund	0	1,340,341	2,620,193	0	0	0	0		
Receipts Reserved - Parking Meters	90,000	90,000	105,000	105,000	105,000	105,000	105,000	0.00%	
Transfer From Light Dep - PILOT	650,000	650,000	650,000	650,000	650,000	650,000	650,000	0.00%	
Transfer from Capital Item Surplus	74,322	25,000	440,000						
Transfer from Perpetual Care Funds			121,000						
Chapter 90 Highway Funds		542,443	542,444	542,443	542,443	542,443	542,443		
Bond Premium	18,864	17,602	18,000						
Water Overhead	170,150	173,553	523,201	569,900	584,148	598,751	613,720		See Water Enterprise
Sewer Overhead	136,325	139,052	523,201	575,025	589,401	604,136	619,239		See Sewer Enterprise
TOTAL Other Available Funds	1,499,661	3,337,991	5,903,039	2,802,368	2,830,991	2,860,330	2,890,402		
ENTERPRISE / SPEC REVENUE FUNDS									
Water Enterprise Fund	7,492,653	7,057,467	7,388,299	7,566,334	7,733,952	7,905,802	8,081,999		See Water Enterprise
Sewer Enterprise Fund	9,326,880	9,284,998	9,681,418	10,323,153	10,540,679	10,763,953	10,993,139		See Trash Enterprise
TOTAL Enterprise Funds	16,819,533	16,342,465	17,069,717	17,889,487	18,274,631	18,669,755	19,075,138		
FREE CASH									
Free Cash Supporting Reserves		472,092	0	1,186,087	1,436,087	1,686,087	2,000,000		
Free Cash Supporting General Operations	2,322,850	1,613,913	2,914,067	813,913	563,913	313,913	0		
Free Cash Capital Outlay		600,000							
TOTAL Free Cash	2,322,850	2,686,005	2,914,067	2,000,000	2,000,000	2,000,000	2,000,000		
TOTAL REVENUES	126,826,531	134,274,515	148,080,657	154,990,430	158,921,348	162,854,442	166,366,212		

TOWN OF BELMONT FIVE YEAR EXPENDITURE PROJECTION

Expenditure Projections BELMONT	FY2018 Authorized	FY2019 Proposed	FY2020 Projected	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected	Projection Percent	Notes
GENERAL GOVERNMENT									
Salaries & Wages	3,559,844	3,362,848	3,502,078	3,589,980	3,680,089	3,772,459	3,867,148	see cola tab	
Capital	145,000	335,357	352,260	359,305	366,491	373,821	381,298	2.00%	
Other Expenses	1,149,876	1,316,831	1,429,506	1,458,096	1,487,258	1,517,003	1,547,344	2.00%	
TOTAL	4,854,720	5,015,036	5,283,844	5,407,382	5,533,838	5,663,283	5,795,789		
PUBLIC SAFETY									
Salaries & Wages	11,304,319	11,343,243	11,993,875	12,294,921	12,603,524	12,919,872	13,244,161	see cola tab	
Other Expenses	1,093,547	1,158,174	1,165,202	1,188,506	1,212,276	1,236,522	1,261,252	2.00%	
Capital	345,475	320,800	300,850	306,867	313,004	319,264	325,650	2.00%	
TOTAL	12,743,341	12,822,217	13,459,927	13,790,294	14,128,804	14,475,658	14,831,063		
EDUCATION									
Salaries & Wages	37,353,160	38,779,062	41,688,578	42,734,961	43,807,609	44,907,180	46,034,350	see cola tab	see Education tab for all spending
Other Expenses	2,152,274	2,293,993	1,919,260	1,957,645	1,996,798	2,036,734	2,077,469	2.00%	
SPED Other Expenses	7,169,768	7,686,892	8,209,815	8,784,502	9,399,417	10,057,376	10,761,393	7.00%	
Minuteman Regional School	910,185	846,771	984,887	450,000	465,750	482,051	498,923	3.50%	Debt phases out after FY20
TOTAL	47,585,387	49,606,718	52,802,540	53,927,109	55,669,574	57,483,342	59,372,135		
PUBLIC WORKS & FACILITIES									
Salaries & Wages	2,754,423	2,820,404	2,832,478	2,903,573	2,976,453	3,051,162	3,127,746	see cola tab	
Other Expenses	3,755,159	4,145,236	4,339,472	4,426,261	4,514,787	4,605,082	4,697,184	2.00%	
Capital	77,105	79,880	79,880	81,478	83,107	84,769	86,465	2.00%	
Snow & Ice	627,610	634,555	634,880	647,578	660,529	673,740	687,215	2.00%	
Electricity	348,495	331,070	331,070	337,691	344,445	351,334	358,361	3.00%	
TOTAL	7,562,792	8,011,145	8,217,780	8,396,581	8,579,321	8,766,087	8,956,970		
Public Facilities									
Salaries & Wages	639,274	621,040	570,963	585,294	599,985	615,045	630,482		
Other Expenses - School		2,751,757	3,058,524	3,119,694	3,182,088	3,245,730	3,310,645	2.00%	
Other Expenses - Town	3,308,302	926,093	1,036,801	1,057,537	1,078,688	1,100,262	1,122,267	2.00%	
Capital	349,000	50,000	25,000	25,500	26,010	26,530	27,061	2.00%	
TOTAL	4,296,576	4,348,890	4,691,288	4,788,026	4,886,771	4,987,567	5,090,455		
HUMAN SERVICES									
Salaries & Wages	625,064	729,533	771,628	790,996	810,850	831,202	852,065	see cola tab	
Other Expenses	203,628	220,163	213,808	218,084	222,446	226,895	231,433	2.00%	
TOTAL	828,692	949,696	985,436	1,009,080	1,033,296	1,058,097	1,083,498		
CULTURE SERVICES									
Salaries & Wages	1,351,889	1,399,530	1,522,985	1,561,212	1,600,398	1,640,568	1,681,747	see cola tab	
Other Expenses	675,921	693,027	716,225	730,550	745,160	760,064	775,265	2.00%	
Capital	12,000	12,500	12,500	12,750	13,005	13,265	13,530	2.00%	
TOTAL	2,039,810	2,105,057	2,251,710	2,304,511	2,358,564	2,413,897	2,470,542		

TOWN OF BELMONT FIVE YEAR EXPENDITURE PROJECTION

Expenditure Projections BELMONT	FY2018 Authorized	FY2019 Proposed	FY2020 Projected	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected	Projection Percent	Notes
DEBT SERVICE- GF Non-Exempt									
Existing GFDebt-Non Exempt	893,625	831,625	774,725	774,725	593,700	570,450	548,500		See Existing Debt Tab
Existing GF Prin Runoff-Non Exempt			0	43,683	189,159	36,983	36,083		Debt Run Off Re-invested Plus 3%
Existing GF Debt- Exempt	3,565,503	3,491,000	3,449,446	3,374,311	3,322,111	3,268,448	2,691,023		
Authorized/Unissued-Non Exempt	0	321,000	783,000	1,007,934	999,800	986,067	971,934		
Septic System Betterment	3,577	3,134	3,134	0	0	0	0		
Authorized/Unissued-Exempt		0	6,505,000	13,410,110	13,406,400	13,404,400	13,405,600		
BAN Interest - Non-Exempt	2,500	2,500	2,500	2,500	2,500	2,500	2,500	0.00%	
ATB Interest	50,000	70,000	70,000	70,000	70,000	70,000	70,000	0.00%	
TOTAL	4,515,205	4,719,259	11,587,805	18,683,263	18,583,670	18,338,848	17,725,640		
CAPITAL OUTLAY									
Roads and Sidewalks	1,852,000	1,898,300	1,945,758	1,994,401	2,044,261	2,095,368	2,147,752	2.50%	
Discretionary Capital	1,366,600	1,400,765	1,560,286	1,591,492	1,623,322	1,655,788	1,688,904	2.00%	
New Capital Commitment			0	0	347,501	486,175	767,810	2.00%	
TOTAL	3,218,600	3,299,065	3,506,044	3,585,893	4,015,084	4,237,331	4,604,466		
EMPLOYEE BENEFITS									
Retirement	7,345,623	7,878,788	8,227,468	8,572,639	8,954,121	9,352,580	9,768,769		see Retirement Belmont system schedule
Town / School Unemployment	40,000	130,000	130,000	130,000	130,000	130,000	130,000	0.00%	
Town Health Insurance	4,132,989	4,467,526	4,920,665	5,265,112	5,581,018	5,860,069	6,153,073	8.00%	Declines 1% per year after FY20
School Health Insurance	6,294,282	7,323,637	7,909,528	8,463,195	8,970,987	9,419,536	9,890,513	8.00%	Declines 1% per year after FY20
Life insurance	20,507	20,437	20,437	20,437	20,437	20,437	20,437	0.00%	
Town / School Medicare (1.45%)	294,390	900,371	925,058	948,184	971,889	996,186	1,021,091	2.50%	increase at rate of payroll growth
Salary & Benefits Reserve	687,514	766,649	400,000						
TOTAL	18,815,305	21,487,408	22,533,156	23,399,566	24,628,452	25,778,808	26,983,882		
INSURANCES and RESERVES									
Property/Liability	441,643	485,807	519,813	535,407	551,470	568,014	585,054	3.00%	MIA
Town/School Workers Compensation	135,467	359,014	373,645	381,118	388,740	396,515	404,445	2.00%	
General Reserve Fund	400,000	400,000	400,000	400,000	400,000	400,000	400,000	0.00%	
TOTAL	977,110	1,244,821	1,293,458	1,316,525	1,340,210	1,364,529	1,389,499	0	
ENTERPRISE FUNDS									
Water Enterprise Fund	7,492,653	7,057,467	7,388,299	7,566,334	7,733,952	7,905,802	8,081,999		See Water Ent Tab
Sewer Enterprise Fund	9,326,880	9,284,998	9,681,418	10,323,153	10,540,679	10,763,953	10,993,139	0.00%	See Sewer Ent Tab
TOTAL	16,819,533	16,342,465	17,069,717	17,889,487	18,274,631	18,669,755	19,075,138		
OTHER AMOUNTS TO BE RAISED									
Overlay / Prior Year Overlay Deficits	800,000	800,825	840,000	985,764	1,012,384	1,039,683	1,063,096	1.00%	Percent of net Tax Levy
TOTAL	800,000	800,825	840,000	985,764	1,012,384	1,039,683	1,063,096		

TOWN OF BELMONT FIVE YEAR EXPENDITURE PROJECTION

Expenditure Projections BELMONT	FY2018 Authorized	FY2019 Proposed	FY2020 Projected	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected	Projection Percent	Notes
STATE and COUNTY ASSESSMENTS									
School Choice Sending Tuitions	6,700	26,800	51,860	53,157	54,485	55,848	57,244	2.50%	
Charter School Sending Tuition	36,688	15,046	31,360	32,928	34,574	36,303	38,118	5.00%	
Air Pollution	11,256	11,524	11,834	12,130	12,433	12,744	13,063	2.50%	
Special Education	6,474	0	2,480	2,542	2,606	2,671	2,737	2.50%	
Metro Area Planning Council	13,104	13,329	13,700	14,043	14,394	14,753	15,122	2.50%	
Boston Metro District Planning	580	580	538	551	565	579	594	2.50%	
RMV Non-Renewal Surcharge	36,780	36,780	36,780	37,700	38,642	39,608	40,598	2.50%	
MBTA	1,657,878	1,691,403	1,738,461	1,781,923	1,826,471	1,872,132	1,918,936	2.50%	
TOTAL	1,769,460	1,795,462	1,887,013	1,934,972	1,984,170	2,034,638	2,086,412		
OTHER									
Chapter 90 Highway Funds		542,443	542,444	542,443	542,443	542,443	542,443		
FREE CASH									
Snow And Ice Deficit			0	100,000	100,000	100,000	100,000		accumulated benefits
Free Cash - OPEB		472,092	552,695	577,695	602,695	627,695	652,695		
Free Cash - Capital		600,000	575,800	0	0	0	0		
Free Cash - General Stabilization Fund		0	0	508,392	733,392	958,392	1,247,305		
TOTAL	0	1,072,092	1,128,495	1,186,087	1,436,087	1,686,087	2,000,000		
TOTAL	0	0	0	0	0	0	0		
TOTAL EXPENDITURES	126,826,531	134,162,599	148,080,656	159,146,984	164,007,298	168,540,054	173,071,028		

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Revenues

<u>DESCRIPTION</u>	FY16 ACTUALS	FY17 ACTUALS	FY18 ACTUALS	FY19 RECAP REVENUES	FY20 REVENUES
A. REAL & PERSONAL PROPERTY TAXES					
TOTAL REAL AND PERSONAL PROPERTY TAXES	80,205,746	84,713,361	84,713,361	86,092,850	89,257,087
ALLOWABLE 2 1/2% INCREASE	-	-	-	2,152,321	2,231,427
NEW GROWTH	-	-	-	1,001,561	740,000
DEBT EXCLUSION	-	-	-	3,491,000	9,954,446
TOTAL	80,205,746	84,713,361	84,713,361	92,737,732	102,182,960
B. TOTAL LOCAL RECEIPTS					
OTHER TAXES					
MV EXCISE	3,378,163	3,459,382	3,539,535	3,199,812	3,546,430
EXCISE (MEALS)	215,740	215,828	236,554	200,000	229,279
PENALTIES AND INTEREST	295,849	213,158	345,150	200,000	330,000
PAYMENT IN LIEU OF TAXES	55,059	49,513	42,002	36,000	36,000
TOTAL OTHER TAXES	3,944,811	3,937,881	4,163,240	3,635,812	4,141,709
OTHER CHARGES FOR SERVICES					
AMBULANCE RECEIPTS	835,459	780,705	813,346	800,000	820,000
FEES					
FEES - TOWN CLERK	43,029	39,968	39,722	35,400	40,400
FEES - TREASURER	17,057	16,525	13,810	15,845	15,845
FEES-PARKING MARKING	26,904	20,500	25,750	25,000	29,715
DEPUTY FEES - CLEARING	(645)	650	(307)	1,365	1,365
FEES - APPEALS BOARD	8,200	5,050	7,750	7,070	7,070
ALARM FEES POLICE FEES	19,760	13,750	26,985	21,210	21,210

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Revenues

<u>DESCRIPTION</u>	FY16 ACTUALS	FY17 ACTUALS	FY18 ACTUALS	FY19 RECAP REVENUES	FY20 REVENUES
FEES-POLICE	2,599	2,045	2,760	3,030	3,030
FIRE MASTER BOX	15,225	10,325	22,250	18,180	18,180
FEES - FIRE	45,375	53,500	81,278	51,005	51,005
RENTAL FEES					
TOTAL FEES	177,504	162,313	219,997	178,105	187,820
OTHER DEPARTMENTAL REVENUES					
RENTALS COA / BOS	28,295	14,450	28,309	15,000	17,500
OTHER LIBRARY	31,906	27,759	28,895	15,000	15,000
OTHER CEMETERY	92,654	125,172	105,940	98,000	100,000
OTHER RECREATION-PROGRAMS	978,049	1,000,565	1,016,376	800,000	1,025,000
OTHER SELECTMEN	29,299	32,500	29,341	28,000	30,000
OTHER TREASURER	915	724	851	-	-
OTHER ASSESSORS	350	55	350	250	250
OTHER POLICE (PD ADMIN. FEE)	40,268	45,529	88,899	31,545	40,370
OTHER HIGHWAY/RECYCLABLE	38,165	39,232	38,948	28,245	28,245
OTHER HEALTH	58,076	59,429	49,672	45,000	54,000
BUILDINGS DEPARTMENTAL	3,308	2,459	3,602	3,500	3,500
OTHER MISCELLANEOUS	7,024	9,959	222,717	-	-
Sub-total	177,405	189,887	434,379	136,540	156,365
TOTAL OTHER DEPARTMENTAL	1,308,309	1,357,833	1,613,899	1,064,540	1,313,865
LICENSES AND PERMITS					
LICENSES - SELECTMEN (ALCOHOL)	59,376	65,976	66,126	45,000	56,939
LICENSES - TOWN CLERK	45,201	43,618	42,851	43,000	46,460
STREET OPENING PERMITS	40,450	36,750	46,455	34,000	34,340
LICENSES - POLICE	121,843	96,283	85,465	80,000	111,100

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Revenues

<u>DESCRIPTION</u>	FY16 ACTUALS	FY17 ACTUALS	FY18 ACTUALS	FY19 RECAP REVENUES	FY20 REVENUES
LICENSES/PERMITS - BUILDING	1,139,689	924,587	1,321,814	882,525	1,032,525
TOTAL LICENSES & PERMITS	1,406,559	1,167,214	1,562,711	1,084,525	1,281,364
FINES AND FORFEITS					
COURT FINES	6,376	11,380	2,023	2,000	5,937
VIOLATION FINES POLICE	29,158	19,360	19,314	20,000	27,191
FALSE ALARM FINES - POLICE	6,235	3,435	4,385	3,075	3,106
PARKING FINES	144,542	167,990	209,370	100,000	201,500
TOTAL FEES AND FINES	186,311	202,165	235,091	125,075	237,734
EARNINGS ON INVESTMENTS	305,474	326,166	466,473	149,308	250,000
TOTAL INTEREST	305,474	326,166	466,473	149,308	250,000
TOTAL LOCAL RECEIPTS	8,164,427	7,934,277	9,074,758	7,037,365	8,232,491
C. OTHER AVAILABLE FUNDS					
RECEIPTS RESERVED APPROP-PARKING METERS	90,000	90,000	90,000	90,000	105,000
UNRESERVED FUND BALANCE (Free Cash)	1,750,000	1,705,000	2,322,850	2,217,917	2,361,372
TRANS BOND PREMIUM AMORTIZATION	21,485	20,185	18,824	17,602	18,000
FUND BALANCE ABATEMENT & EXEMPT/OVERLAY	235,000	235,000	235,000	235,000	235,000
TRANS FROM LIGHT DEPT FOR TAX REDUCTION (PILOT)	650,000	650,000	650,000	650,000	650,000
TRANS FROM WATER FOR OPER COSTS	163,000	166,000	170,150	173,553	519,000
TRANS FROM SEWER FOR OPER COSTS	130,000	133,000	136,325	139,052	519,000
TRANS FROM LEFTOVER CAPITAL ITEMS	154,325	153,657	74,322	28,416	440,000
TRANS FROM PERPETUAL CARE FUND	-	-	-	-	121,000
CAPITAL ENDOWMENT FUND SPEC PROJ	125,000	125,000	125,000	125,000	125,000
TRANS FROM GENERAL STABILIZATION	-	-	-	1,340,341	2,620,193
TRANS FROM RECEIPTS RESERVED	-	1,084,200	-	-	-

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Revenues

<u>DESCRIPTION</u>	FY16 ACTUALS	FY17 ACTUALS	FY18 ACTUALS	FY19 RECAP REVENUES	FY20 REVENUES
TOTAL OTHER AVAILABLE FUNDS	3,318,810	4,362,042	3,822,471	5,016,881	7,713,565
D. STATE AID					
SCHOOL AID CHAPTER 70	6,766,099	7,111,770	7,800,233	9,036,713	9,304,779
SCH CONSTR-STATE AID	-	-	-	-	-
CHARTER SCHOOL REIMB	4,194	15,688	1,633	893	1,856
GENERAL MUNICIPAL AID	2,081,476	2,170,979	2,255,488	2,334,595	2,397,629
VETERANS' BENEFITS	23,260	42,755	26,071	17,116	31,195
LOSS OF TAXES VETERANS, BLIND, SURV SPOUSE	40,044	33,932	27,213	46,289	42,925
TOTAL STATE AID	8,915,073	9,375,124	10,110,638	11,435,606	11,778,384
TOTAL GENERAL FUND REVENUES	100,604,056	106,384,804	107,721,227	116,227,584	129,907,400

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11101 Legislative Salary									
11101 511000	Full Time Salaries	\$ 871	\$ 697	\$ 1,402	\$ 1,185	\$ -	\$ -	\$ (1,185)	-100.0%
11101 511900	Legislative Elect Official Sal	\$ 200	\$ 200	\$ 450	\$ 450	\$ 450	\$ 450	\$ -	0.0%
11101 513000	Overtime	\$ 1,449	\$ 1,430	\$ 1,468	\$ 2,745	\$ 4,950	\$ 4,950	\$ 2,205	80.3%
11101 517800	Medicare	\$ 38	\$ 48	\$ 56	\$ 64	\$ -	\$ -	\$ (64)	-100.0%
TOTAL	Legislative Salary	\$ 2,558	\$ 2,375	\$ 3,375	\$ 4,444	\$ 5,400	\$ 5,400	\$ 956	21.5%
11102 Legislative Expense									
11102 530000	Legislative Prof & Tech Exp	\$ 13,014	\$ 12,120	\$ 12,023	\$ 19,550	\$ 21,650	\$ 21,650	\$ 2,100	10.7%
11102 534700	Legislative Printing Expense	\$ 415	\$ 101	\$ 138	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
TOTAL	Legislative Expense	\$ 13,429	\$ 12,221	\$ 12,161	\$ 21,050	\$ 23,150	\$ 23,150	\$ 2,100	10.0%
11611 Town Clerk Salary									
11611 511000	Town Clerk Full Time Salary	\$ 79,767	\$ 84,032	\$ 92,512	\$ 102,235	\$ 108,119	\$ 108,119	\$ 5,884	5.8%
11611 511100	Town Clerk Part Time Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11611 511900	Town Clerk Elect Official Sal	\$ 88,704	\$ 91,572	\$ 95,235	\$ 99,053	\$ 102,025	\$ 102,025	\$ 2,972	3.0%
11611 513000	Overtime	\$ 175	\$ -	\$ 4	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11611 514800	Town Clerk Longevity	\$ 600	\$ 575	\$ 775	\$ 1,600	\$ 1,600	\$ 1,600	\$ -	0.0%
11611 517000	Town Clerk Health Insurance	\$ 6,010	\$ 6,010	\$ 6,160	\$ 6,715	\$ -	\$ -	\$ (6,715)	-100.0%
11611 517800	Town Clerk Medicare	\$ 2,386	\$ 2,552	\$ 2,624	\$ 2,705	\$ -	\$ -	\$ (2,705)	-100.0%
TOTAL	Town Clerk Salary	\$ 177,642	\$ 184,741	\$ 197,311	\$ 212,308	\$ 211,744	\$ 211,744	\$ (564)	-0.3%
11612 Town Clerk Expense									
11612 524500	Town Clerk R&M Office Equip	\$ 291	\$ -	\$ 390	\$ 400	\$ 500	\$ 500	\$ 100	25.0%
11612 527200	Town Clerk Rental Office Eq	\$ 858	\$ 2,499	\$ 2,345	\$ 2,400	\$ 2,800	\$ 2,800	\$ 400	16.7%
11612 530000	Town Clerk Prof & Technical Cons	\$ 1,850	\$ 4,273	\$ 3,032	\$ 3,740	\$ 3,740	\$ 3,740	\$ -	0.0%
11612 530300	Town Clerk Software Licenses	\$ 1,175	\$ 5,700	\$ 3,545	\$ 8,960	\$ 8,960	\$ 8,960	\$ -	0.0%
11612 534500	Town Clerk Postage Expense	\$ -	\$ -	\$ 28	\$ 100	\$ 100	\$ 100	\$ -	0.0%
11612 534700	Town Clerk Printing Expense	\$ 548	\$ 1,900	\$ 1,880	\$ 1,900	\$ 1,900	\$ 1,900	\$ -	0.0%
11612 542100	Town Clerk Office Supplies Exp	\$ 2,018	\$ 1,297	\$ 1,353	\$ 1,500	\$ 1,700	\$ 1,700	\$ 200	13.3%
11612 542200	Town Clerk Computer Supp Exp	\$ 770	\$ 854	\$ 918	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11612 571000	Town Clerk In State Travel Exp	\$ 90	\$ 312	\$ 176	\$ 700	\$ 700	\$ 700	\$ -	0.0%
11612 573000	Town Clerk Dues and Memb Exp	\$ 125	\$ 368	\$ 125	\$ 400	\$ 400	\$ 400	\$ -	0.0%
11612 574100	TC Insurance and Bonding	\$ 255	\$ -	\$ -	\$ 300	\$ 300	\$ 300	\$ -	0.0%
TOTAL	Town Clerk Expense	\$ 7,979	\$ 17,203	\$ 13,793	\$ 21,400	\$ 22,100	\$ 22,100	\$ 700	3.3%
11621 Elections Salary									
11621 511000	Elections Full Time Salary	\$ 76,780	\$ 79,815	\$ 80,546	\$ 81,215	\$ 82,887	\$ 82,887	\$ 1,672	2.1%
11621 511100	Elections Part Time Salary	\$ 4,540	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ -	0.0%
11621 512000	Election Poll Workers/Tabulats	\$ 33,374	\$ 70,463	\$ 16,275	\$ 78,500	\$ 43,250	\$ 43,250	\$ (35,250)	-44.9%
11621 513000	Elections Overtime Salary	\$ 1,979	\$ 5,923	\$ 469	\$ 7,080	\$ 9,625	\$ 9,625	\$ 2,545	35.9%
11621 517000	Elections Health Insurance	\$ 16,285	\$ 16,285	\$ 16,690	\$ 18,195	\$ -	\$ -	\$ (18,195)	-100.0%
11621 517800	Medicare	\$ 1,930	\$ 2,443	\$ 1,871	\$ 2,543	\$ -	\$ -	\$ (2,543)	-100.0%
TOTAL	Elections Salary	\$ 134,887	\$ 179,429	\$ 120,351	\$ 192,033	\$ 140,262	\$ 140,262	\$ (51,771)	-27.0%
11622 Elections Expense									

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11622 524500	Elections R&M Office Equipment	\$ 164	\$ 251	\$ -	\$ 350	\$ 500	\$ 500	\$ 150	42.9%
11622 524700	Elections R&M Voter Equipment	\$ 18,641	\$ 19,535	\$ 11,387	\$ 25,400	\$ 21,650	\$ 21,650	\$ (3,750)	-14.8%
11622 531600	Elections Prof Services-Police Det	\$ -	\$ -	\$ -	\$ -	\$ 22,250	\$ 22,250	\$ 22,250	#DIV/0!
11622 534500	Elections Postage Expense	\$ 8,724	\$ 8,346	\$ 7,814	\$ 8,540	\$ 8,700	\$ 8,700	\$ 160	1.9%
11622 534600	Election Print and Mailing Exp	\$ 4,988	\$ 6,000	\$ 5,905	\$ 8,500	\$ 8,700	\$ 8,700	\$ 200	2.4%
11622 542100	Elections Office Supplies Exp	\$ 1,021	\$ 1,820	\$ 787	\$ 800	\$ 1,400	\$ 1,400	\$ 600	75.0%
11622 549000	Elections Food Supplies Exp	\$ 776	\$ 1,548	\$ 472	\$ 1,200	\$ 1,600	\$ 1,600	\$ 400	33.3%
11622 558300	Elections Election Supp Exp	\$ 1,520	\$ 1,557	\$ 141	\$ 1,500	\$ 1,600	\$ 1,600	\$ 100	6.7%
11622 571000	Elections In State Travel Exp	\$ 260	\$ 408	\$ 423	\$ 700	\$ 700	\$ 700	\$ -	0.0%
11622 573000	Elections Dues and Memb Exp	\$ -	\$ 50	\$ 25	\$ 50	\$ 50	\$ 50	\$ -	0.0%
TOTAL	Elections Expense	\$ 36,095	\$ 39,516	\$ 26,954	\$ 47,040	\$ 67,150	\$ 67,150	\$ 20,110	42.8%
TOTAL SALARIES		\$ 315,087	\$ 366,545	\$ 321,037	\$ 408,785	\$ 357,406	\$ 357,406	\$ (51,379)	-12.6%
TOTAL EXPENSES		\$ 57,503	\$ 68,940	\$ 52,907	\$ 89,490	\$ 112,400	\$ 112,400	\$ 22,910	25.6%
		\$ 372,590	\$ 435,485	\$ 373,944	\$ 498,275	\$ 469,806	\$ 469,806	\$ (28,469)	-5.7%
GRAND TOTAL		\$ 372,590	\$ 435,485	\$ 373,944	\$ 498,275	\$ 469,806	\$ 469,806	\$ (28,469)	-5.7%
11221 Selectmen Salaries								\$ (28,469)	

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11221 511900	Selectmen Elected Official Sal	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ -	0.0%
11221 517000	Selectmen Health Insurance	\$ 32,570	\$ 16,285	\$ 16,690	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11221 517800	Medicare	\$ 203	\$ 203	\$ 203	\$ 203	\$ -	\$ -	\$ (203)	-100.0%
TOTAL	Selectmen Salaries	\$ 46,773	\$ 30,488	\$ 30,893	\$ 14,203	\$ 14,000	\$ 14,000	\$ (203)	-1.4%
11222 Selectmen Expenses									
11222 530000	Selectmen Prof & Tech Exp	\$ 51,023	\$ 21,159	\$ 1,163	\$ 63,840	\$ 63,840	\$ 63,840	\$ -	0.0%
11222 571000	Selectmen In State Travel Exp	\$ -	\$ -	\$ 540	\$ 450	\$ 450	\$ 450	\$ -	0.0%
11222 573000	Selectmen Dues and Memb Exp	\$ 7,148	\$ 7,188	\$ 7,305	\$ 7,200	\$ 7,200	\$ 7,200	\$ -	0.0%
TOTAL	Selectmen Expenses	\$ 58,171	\$ 28,347	\$ 9,008	\$ 71,490	\$ 71,490	\$ 71,490	\$ -	0.0%
11231 Town Administrator Salary									
11231 511000	Town Administrator FT Salary	\$ 470,604	\$ 475,003	\$ 436,696	\$ 505,543	\$ 525,946	\$ 525,946	\$ 20,403	4.0%
11231 511100	Town Adm - PT Salaries	\$ -	\$ 25,238	\$ 17,520	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	-100.0%
11231 517000	Town Administrator Health Ins	\$ 44,590	\$ 54,865	\$ 56,230	\$ 61,300	\$ -	\$ -	\$ (61,300)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11231 517800	Town Administrator Medicare	\$ 6,804	\$ 7,105	\$ 7,469	\$ 7,403	\$ -	\$ -	\$ (7,403)	-100.0%
11231 519400	TA Stipends Car	\$ 1,800	\$ 1,200	\$ 1,200	\$ -	\$ 2,400	\$ 2,400	\$ 2,400	#DIV/0!
TOTAL	Town Administrator Salar	\$ 523,798	\$ 563,411	\$ 519,115	\$ 579,246	\$ 533,346	\$ 528,346	\$ (50,900)	-8.8%
11232 Town Administrator Expense									
11232 524500	Town Administrator R&M Off Eq	\$ -	\$ -	\$ 499	\$ 200	\$ 200	\$ 200	\$ -	0.0%
11232 527200	TA Rental Office Equipment	\$ 3,417	\$ 3,461	\$ 1,943	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0.0%
11232 530000	TA Professional & Tech Expense	\$ 11,013	\$ 12,341	\$ 10,884	\$ 12,000	\$ 12,000	\$ 7,000	\$ (5,000)	-41.7%
11232 531700	TA Prof Serv Employee Training	\$ 2,090	\$ 3,779	\$ 2,560	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
11232 531900	TA Prof Services Advertising	\$ 998	\$ 835	\$ 620	\$ 1,000	\$ 1,000	\$ 500	\$ (500)	-50.0%
11232 534100	TA Telephone Expense	\$ 2,172	\$ 2,071	\$ 1,904	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	0.0%
11232 534600	TA Printing and Mailing Exp	\$ 900	\$ 965	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11232 534700	Report Printion	\$ -	\$ 548	\$ 1,964	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	-100.0%
11232 542100	TA Office Supplies Expense	\$ 7,741	\$ 5,772	\$ 5,673	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
11232 571000	TA In State Travel Expense	\$ 1,852	\$ 2,059	\$ 4,029	\$ 5,500	\$ 5,500	\$ 3,000	\$ (2,500)	-45.5%
11232 573000	TA Dues and Memb Expense	\$ 3,648	\$ 3,663	\$ 3,440	\$ 3,800	\$ 3,800	\$ 3,000	\$ (800)	-21.1%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Town Administrator Expen	\$ 33,829	\$ 35,494	\$ 33,516	\$ 36,850	\$ 36,850	\$ 27,050	\$ (9,800)	-26.6%
	11512 Legal Expense								
11512 530100	Legal Expense	\$ 225,553	\$ 333,718	\$ 207,638	\$ 290,000	\$ 290,000	\$ 290,000	\$ -	0.0%
11512 576100	Legal Claims and Settlements	\$ 39,500	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.0%
TOTAL	Legal Expense	\$ 265,053	\$ 333,718	\$ 207,638	\$ 297,500	\$ 297,500	\$ 297,500	\$ -	0.0%
	15442 Town Adm - VFW & Amer Legion								
15442 527100	VFW & Amer Leg Rental of Bldg	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.0%
TOTAL	Town Adm - VFW & Amer Le	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.0%
TOTAL SALARIES		\$ 570,571	\$ 593,899	\$ 550,008	\$ 593,449	\$ 547,346	\$ 542,346	\$ (51,103)	-8.6%
TOTAL EXPENSES		\$ 364,553	\$ 405,059	\$ 257,662	\$ 413,340	\$ 413,340	\$ 403,540	\$ (9,800)	-2.4%
		\$ 935,125	\$ 998,958	\$ 807,670	\$ 1,006,789	\$ 960,686	\$ 945,886	\$ (60,903)	-6.0%
GRAND TOTAL		\$ 935,125	\$ 998,958	\$ 807,670	\$ 1,006,789	\$ 960,686	\$ 945,886	\$ (60,903)	-6.0%
								\$ (60,903)	
11322 578500	Accounting Warr Com Reserve	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ 400,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Town Accountant Expense	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ 400,000	\$ -	0.0%
	11351 Town Accountant Salary								
11351 511000	Acctg Full Time Salary	\$ 236,654	\$ 251,117	\$ 257,470	\$ 263,833	\$ 267,873	\$ 269,110	\$ 5,277	2.0%
11351 511100	Acctg Part Time Salary	\$ 26,602	\$ 15,803	\$ 17,661	\$ 26,573	\$ 22,734	\$ 22,734	\$ (3,839)	-14.4%
11351 513000	Acctg Overtime Salary	\$ -	\$ -	\$ -	\$ 500	\$ 4,000	\$ -	\$ (500)	-100.0%
11351 514100	Specialty Pay/Stipend	\$ 1,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11351 517000	Acctg Health Insurance	\$ 44,590	\$ 28,305	\$ 28,625	\$ 71,640	\$ -	\$ -	\$ (71,640)	-100.0%
11351 517800	Acctg Medicare	\$ 3,948	\$ 4,090	\$ 4,209	\$ 4,201	\$ -	\$ -	\$ (4,201)	-100.0%
TOTAL	Town Accountant Salary	\$ 313,543	\$ 299,315	\$ 307,965	\$ 366,747	\$ 294,607	\$ 291,844	\$ (74,903) \$ (74,903)	-20.4%
	11352 Town Accountant Expense								
11352 527200	Acctg Rent/Main Off Equip	\$ 1,241	\$ 1,138	\$ 1,422	\$ 2,341	\$ 1,900	\$ 1,900	\$ (441)	-18.8%
11352 530000	Acctg Prof & Tech Expense	\$ 1,075	\$ 18,058	\$ 19,370	\$ 25,000	\$ 31,000	\$ 25,000	\$ -	0.0%
11352 530120	Auditing Town Books	\$ 51,000	\$ 65,000	\$ 51,000	\$ 61,000	\$ 63,000	\$ 63,000	\$ 2,000	3.3%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11352 542100	Acctg Office Supplies Exp	\$ 2,773	\$ 2,035	\$ 2,531	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
11352 552900	Accounting Books Expense	\$ -	\$ -	\$ -	\$ 300	\$ 600	\$ 600	\$ 300	100.0%
11352 558900	Warrant Committee Misc Exp	\$ -	\$ -	\$ -	\$ 300	\$ 300	\$ 300	\$ -	0.0%
11352 571000	Acctg In State Travel Exp	\$ 6,011	\$ 5,278	\$ 4,710	\$ 5,200	\$ 5,750	\$ 5,200	\$ -	0.0%
11352 571100	Acctg -Travel Reimb All Depts	\$ 4,864	\$ 4,077	\$ 4,212	\$ 10,000	\$ 10,000	\$ 7,000	\$ (3,000)	-30.0%
11352 573000	Acctg Dues and Memb Exp	\$ 455	\$ 465	\$ 730	\$ 1,035	\$ 1,800	\$ 1,800	\$ 765	73.9%
TOTAL	Town Accountant Expense	\$ 67,418	\$ 96,050	\$ 83,974	\$ 107,676	\$ 116,850	\$ 107,300	\$ (376)	-0.3%
TOTAL SALARIES		\$ 313,543	\$ 299,315	\$ 307,965	\$ 366,747	\$ 294,607	\$ 291,844	\$ (74,903)	-20.4%
TOTAL EXPENSES		\$ 67,418	\$ 96,050	\$ 83,974	\$ 107,676	\$ 116,850	\$ 107,300	\$ (376)	-0.3%
		\$ 380,962	\$ 395,365	\$ 391,939	\$ 474,423	\$ 411,457	\$ 399,144	\$ (75,279)	-15.9%
GRAND TOTAL		\$ 380,962	\$ 395,365	\$ 391,939	\$ 474,423	\$ 411,457	\$ 399,144	\$ (75,279)	-15.9%
	11411 Assessors Salary							\$ (75,279)	
11411 511000	Assessors Full Time Salary	\$ 208,144	\$ 214,770	\$ 238,016	\$ 246,016	\$ 253,723	\$ 253,723	\$ 7,707	3.1%
11411 511100	Assessors Part Time Salary	\$ 9,673	\$ 13,857	\$ 14,176	\$ 16,569	\$ 16,569	\$ 16,569	\$ -	0.0%
11411 511900	Assessors Elected Official Sal	\$ 7,422	\$ 7,422	\$ 7,422	\$ 7,422	\$ 7,422	\$ 7,422	\$ -	0.0%
11411 514800	Assessors Longevity	\$ 800	\$ 925	\$ 975	\$ 925	\$ 1,900	\$ 1,900	\$ 975	105.4%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11411 517000	Assessors Health Insurance	\$ 32,570	\$ 16,285	\$ 33,380	\$ 36,390	\$ -	\$ -	\$ (36,390)	-100.0%
11411 517800	Assessors Medicare	\$ 3,566	\$ 3,800	\$ 3,813	\$ 3,929	\$ -	\$ -	\$ (3,929)	-100.0%
TOTAL	Assessors Salary	\$ 262,175	\$ 257,059	\$ 297,782	\$ 311,251	\$ 279,614	\$ 279,614	\$ (31,637)	-10.2%
11412 Assessors Expense									
11412 524500	Assessors R&M Office Equipment	\$ 253	\$ 268	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
11412 530000	AS Registry of Deeds	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
11412 530016	Conferences & Professional Dev	\$ -	\$ -	\$ 1,197	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11412 530200	Assessors Revaluation Services	\$ 98,021	\$ 84,579	\$ 92,750	\$ 120,000	\$ 120,000	\$ 120,000	\$ -	0.0%
11412 530600	AS Prof Svcs Data Process	\$ 735	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
11412 542100	Assessors Office Supplies Exp	\$ 2,534	\$ 977	\$ 4,899	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11412 558100	Assessors Subscriptions Exp	\$ 1,109	\$ 1,134	\$ 1,491	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
11412 571000	Assessors In State Travel Exp	\$ 3,419	\$ -	\$ 80	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
11412 573000	Assessors Dues and Memb Exp	\$ 1,517	\$ 640	\$ 510	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
TOTAL	Assessors Expense	\$ 107,589	\$ 87,598	\$ 100,927	\$ 136,000	\$ 136,000	\$ 136,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

	<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ADJ. BUDGET</u>	<u>FY2020 DEPT. REQ.</u>	<u>FY2020 TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL SALARIES	\$ 262,175	\$ 257,059	\$ 297,782	\$ 311,251	\$ 279,614	\$ 279,614	\$ (31,637)	-10.2%
TOTAL EXPENSES	\$ 107,589	\$ 87,598	\$ 100,927	\$ 136,000	\$ 136,000	\$ 136,000	\$ -	0.0%
	\$ 369,764	\$ 344,657	\$ 398,709	\$ 447,251	\$ 415,614	\$ 415,614	\$ (31,637)	-7.1%
GRAND TOTAL	\$ 369,764	\$ 344,657	\$ 398,709	\$ 447,251	\$ 415,614	\$ 415,614	\$ (31,637)	-7.1%
11451 Treasurer/Collector Sala							\$ (31,637)	
11451 511000 Treasurer Full Time Salary	\$ 294,914	\$ 301,587	\$ 343,369	\$ 361,279	\$ 369,038	\$ 369,038	\$ 7,759	2.1%
11451 511100 Treasurer Part Time Salary	\$ 32,454	\$ 28,798	\$ 3,500	\$ 19,811	\$ 20,207	\$ 20,207	\$ 396	2.0%
11451 511900 Treasurer Elected Official Sal	\$ 98,236	\$ 99,820	\$ 101,433	\$ 103,462	\$ 106,566	\$ 106,566	\$ 3,104	3.0%
11451 513000 Overtime	\$ 3,719	\$ 8,341	\$ 5,286	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11451 514800 Treasurer Longevity	\$ 3,400	\$ 3,775	\$ 4,075	\$ 3,875	\$ 4,675	\$ 4,675	\$ 800	20.6%
11451 517000 Treasurer Health Insurance	\$ 50,600	\$ 66,885	\$ 57,635	\$ 62,830	\$ -	\$ -	\$ (62,830)	-100.0%
11451 517800 Treasurer Medicare	\$ 6,248	\$ 6,648	\$ 6,741	\$ 6,792	\$ -	\$ -	\$ (6,792)	-100.0%
TOTAL Treasurer/Collector Sala	\$ 489,572	\$ 515,854	\$ 522,039	\$ 558,049	\$ 500,486	\$ 500,486	\$ (57,563)	-10.3%
11452 Treasurer/Collector Expense								
11452 524500 Treasurer R&M Office Equipment	\$ 1,513	\$ 2,925	\$ 1,622	\$ 2,825	\$ 2,900	\$ 2,900	\$ 75	2.7%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11452 530000	Treas-Legal & Banking Chgs	\$ 19,802	\$ 21,645	\$ 24,207	\$ 26,500	\$ 27,000	\$ 27,000	\$ 500	1.9%
11452 530600	Treas Prof Services-Data Proc	\$ 1,080	\$ 11,854	\$ 4,725	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
11452 531700	Treas Emp Training	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11452 534500	Treasurer Postage Expense	\$ 22,646	\$ 22,829	\$ 23,340	\$ 31,000	\$ 32,500	\$ 32,500	\$ 1,500	4.8%
11452 534700	Treasurer Printing Expense	\$ 16,454	\$ 16,646	\$ 16,243	\$ 20,000	\$ 21,000	\$ 21,000	\$ 1,000	5.0%
11452 542100	Treasurer Office Supplies Exp	\$ 3,489	\$ 3,196	\$ 4,982	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
11452 542200	Treasurer Computer Supp Exp	\$ 864	\$ 5,491	\$ 1,396	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%
11452 552900	Treasurer Books Expense	\$ -	\$ -	\$ -	\$ 700	\$ 700	\$ 700	\$ -	0.0%
11452 571000	Treasurer In State Travel Exp	\$ 168	\$ 335	\$ 745	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11452 573000	Treasurer Dues and Memb Exp	\$ 160	\$ 315	\$ 250	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
11452 574100	TR Insurance and Bonding	\$ 1,673	\$ 1,673	\$ 1,673	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	0.0%
TOTAL	Treasurer/Collector Expe	\$ 67,849	\$ 89,909	\$ 79,182	\$ 108,425	\$ 111,500	\$ 111,500	\$ 3,075	2.8%
11471 Parking Clerk Salary									
11471 511100	Parking Clerk Part Time Salary	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11471 517800	Medicare	\$ 44	\$ 44	\$ 44	\$ 44	\$ -	\$ -	\$ (44)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Parking Clerk Salary	\$ 3,044	\$ 3,044	\$ 3,044	\$ 3,044	\$ 3,000	\$ 3,000	\$ (44)	-1.4%
	11472 Treasurer Expense								
11472 530000	Pkg Clerk Prof and Tech Serv	\$ 20,320	\$ 51,680	\$ 36,000	\$ 41,000	\$ 41,000	\$ 41,000	\$ -	0.0%
11472 530021	Parking Clerk-Meters & Devices	\$ -	\$ -	\$ -	\$ 30,000	\$ 45,000	\$ 45,000	\$ 15,000	50.0%
11472 530900	Parking Clerk-Pkg Lot Maint	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
11472 534700	Parking Clerk Printing Expense	\$ 2,556	\$ 2,698	\$ 2,769	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
TOTAL	Treasurer Expense	\$ 23,876	\$ 54,378	\$ 38,769	\$ 75,000	\$ 90,000	\$ 90,000	\$ 15,000	20.0%
TOTAL SALARIES		\$ 492,616	\$ 518,898	\$ 525,083	\$ 561,093	\$ 503,486	\$ 503,486	\$ (57,607)	-10.3%
TOTAL EXPENSES		\$ 91,724	\$ 144,287	\$ 117,951	\$ 183,425	\$ 201,500	\$ 201,500	\$ 18,075	9.9%
		\$ 584,341	\$ 663,185	\$ 643,034	\$ 744,518	\$ 704,986	\$ 704,986	\$ (39,532)	-5.3%
GRAND TOTAL		\$ 584,341	\$ 663,185	\$ 643,034	\$ 744,518	\$ 704,986	\$ 704,986	\$ (39,532)	-5.3%
	11521 Human Resources Salary							\$ (39,532)	
11521 511000	Human Resources FT Salary	\$ 164,831	\$ 184,704	\$ 176,364	\$ 193,564	\$ 197,435	\$ 197,435	\$ 3,871	2.0%
11521 511100	Human Resources PT Salary	\$ 43,046	\$ 44,149	\$ 45,446	\$ 46,644	\$ 47,577	\$ 47,577	\$ 933	2.0%
11521 517000	Human Resources Health Ins	\$ 28,305	\$ 28,305	\$ 29,010	\$ 31,205	\$ -	\$ -	\$ (31,205)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11521 517800	Human Resources Medicare	\$ 3,278	\$ 3,320	\$ 3,471	\$ 3,458	\$ -	\$ -	\$ (3,458)	-100.0%
TOTAL	Human Resources Salary	\$ 239,459	\$ 260,478	\$ 254,291	\$ 274,871	\$ 245,012	\$ 245,012	\$ (29,859)	-10.9%
11522 Human Resources Expense									
11522 524500	Human Resources R&M Office Eq	\$ 1,516	\$ 209	\$ 1,159	\$ 1,400	\$ 1,400	\$ 1,400	\$ -	0.0%
11522 530000	HR Professional & Tech Expense	\$ 1,275	\$ -	\$ 10,689	\$ 4,750	\$ 4,500	\$ 4,500	\$ (250)	-5.3%
11522 530016	Conferences & Professional Dev	\$ -	\$ 1,435	\$ 2,382	\$ 2,900	\$ 2,900	\$ 2,900	\$ -	0.0%
11522 531400	HR Employee Assistance Program	\$ -	\$ -	\$ -	\$ 2,750	\$ 2,500	\$ 2,500	\$ (250)	-9.1%
11522 531401	Medical Services	\$ -	\$ -	\$ -	\$ 1,000	\$ 800	\$ 800	\$ (200)	-20.0%
11522 531500	HR Drug Testing Expense	\$ 1,310	\$ 1,430	\$ 1,465	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
11522 531501	Prof Services-BackgroundChecks	\$ -	\$ 4,500	\$ 3,600	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	0.0%
11522 531700	HR Prof Serv Employee Training	\$ 4,305	\$ 1,592	\$ 1,550	\$ 3,000	\$ 2,500	\$ 2,500	\$ (500)	-16.7%
11522 531900	HR Prof Services Advertising	\$ 4,725	\$ 8,837	\$ 7,369	\$ 5,500	\$ 6,250	\$ 6,250	\$ 750	13.6%
11522 534600	HR Printing and Mailing Exp	\$ 375	\$ 509	\$ 730	\$ 500	\$ 500	\$ 500	\$ -	0.0%
11522 542100	HR Office Supplies Expense	\$ 4,182	\$ 1,550	\$ 2,527	\$ 1,200	\$ 1,500	\$ 1,500	\$ 300	25.0%
11522 552900	Human Resources Books Expense	\$ 63	\$ -	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0.0%
11522 571000	HR In State Travel Expense	\$ 377	\$ 103	\$ 631	\$ 500	\$ 550	\$ 550	\$ 50	10.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11522 573000	HR Dues and Memb Expense	\$ 1,735	\$ 319	\$ 1,448	\$ 1,400	\$ 1,500	\$ 1,500	\$ 100	7.1%
TOTAL	Human Resources Expense	\$ 19,863	\$ 20,485	\$ 33,551	\$ 36,200	\$ 36,200	\$ 36,200	\$ -	0.0%
TOTAL SALARIES		\$ 239,459	\$ 260,478	\$ 254,291	\$ 274,871	\$ 245,012	\$ 245,012	\$ (29,859)	-10.9%
TOTAL EXPENSES		\$ 19,863	\$ 20,485	\$ 33,551	\$ 36,200	\$ 36,200	\$ 36,200	\$ -	0.0%
		\$ 259,322	\$ 280,962	\$ 287,842	\$ 311,071	\$ 281,212	\$ 281,212	\$ (29,859)	-9.6%
GRAND TOTAL		\$ 259,322	\$ 280,962	\$ 287,842	\$ 311,071	\$ 281,212	\$ 281,212	\$ (29,859)	-9.6%
								\$ (29,859)	
	11551 Information Technology Salary								
11551 511000	Information Tech FT Salary	\$ 326,246	\$ 353,707	\$ 364,691	\$ 381,283	\$ 388,910	\$ 388,910	\$ 7,627	2.0%
11551 517000	Information Tech Health Ins	\$ 71,150	\$ 65,140	\$ 62,005	\$ 67,595	\$ -	\$ -	\$ (67,595)	-100.0%
11551 517800	Information Tech Medicare	\$ 5,000	\$ 5,116	\$ 5,279	\$ 5,420	\$ -	\$ -	\$ (5,420)	-100.0%
TOTAL	Information Technology Salary	\$ 402,396	\$ 423,963	\$ 431,975	\$ 454,298	\$ 388,910	\$ 388,910	\$ (65,388)	-14.4%
	11552 Information Technology Expense								
11552 524600	IT R&M Computer Equipment Exp	\$ 170	\$ 1,391	\$ 290	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
11552 530000	IT - Prof Services - Identity	\$ 59,438	\$ 25,380	\$ 15,853	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
11552 530300	IT Software Licenses Expense	\$ 196,501	\$ 170,041	\$ 231,571	\$ 169,700	\$ 170,500	\$ 170,500	\$ 800	0.5%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11552 530400	IT Network Support Expense	\$ 74,782	\$ 90,077	\$ 83,945	\$ 100,200	\$ 105,400	\$ 105,400	\$ 5,200	5.2%
11552 531700	IT Staff Development Expense	\$ 4,808	\$ 3,311	\$ 3,536	\$ 6,100	\$ 5,400	\$ 5,400	\$ (700)	-11.5%
11552 542100	IT Tech Office Supply Expense	\$ 6,174	\$ 6,473	\$ 4,408	\$ 6,000	\$ 4,500	\$ 4,500	\$ (1,500)	-25.0%
11552 542400	IT Hardware Supplies Expense	\$ 40,039	\$ 23,517	\$ 10,991	\$ 32,206	\$ 32,000	\$ 32,000	\$ (206)	-0.6%
11552 542500	IT Software Supplies Expense	\$ 1,895	\$ 137	\$ 2,361	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
11552 558100	IT Subscriptions Expense	\$ 1,273	\$ 1,573	\$ 1,796	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
11552 534100	Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,500	\$ 32,500	#DIV/0!
11552 534100	Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,459	\$ 45,459	#DIV/0!
TOTAL	Information Technology E	\$ 385,079	\$ 321,900	\$ 354,749	\$ 350,906	\$ 354,500	\$ 432,459	\$ 81,553	23.2%
11553 Informational Technology Equip									
11553 582900	IT - Fiber Network Consultant	\$ 10,417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11553 585200	IT Upgrd Town/Sch Netwrk	\$ 62,780	\$ 62,893	\$ 94,370	\$ 95,000	\$ 95,000	\$ 95,000	\$ -	0.0%
11553 587100	IT Equipment Replacement Exp	\$ 50,000	\$ 47,484	\$ 48,501	\$ 52,024	\$ 50,000	\$ 50,000	\$ (2,024)	-3.9%
TOTAL	Informational Technology Equip	\$ 123,197	\$ 110,377	\$ 142,871	\$ 147,024	\$ 145,000	\$ 145,000	\$ (2,024)	-1.4%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

	<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL SALARIES	\$ 402,396	\$ 423,963	\$ 431,975	\$ 454,298	\$ 388,910	\$ 388,910	\$ (65,388)	-14.4%
TOTAL EXPENSES	\$ 385,079	\$ 321,900	\$ 354,749	\$ 350,906	\$ 354,500	\$ 432,459	\$ 81,553	23.2%
TOTAL OVERLAY	\$ 123,197	\$ 110,377	\$ 142,871	\$ 147,024	\$ 145,000	\$ 145,000	\$ (2,024)	-1.4%
	\$ 910,671	\$ 856,239	\$ 929,596	\$ 952,228	\$ 888,410	\$ 966,369	\$ 14,141	1.5%
GRAND TOTAL	\$ 910,671	\$ 856,239	\$ 929,596	\$ 952,228	\$ 888,410	\$ 966,369	\$ 14,141	1.5%
19111 Retirement and Pension							\$ 14,141	
19111 518000 Retirement and Pension Fund	\$ 6,500,731	\$ 6,957,151	\$ 7,345,620	\$ 7,878,788	\$ 8,360,906	\$ 8,227,468	\$ 348,680	4.4%
19121 Workers Compensation								
19121 517200 Workers Compensation	\$ 99,610	\$ 99,119	\$ 121,432	\$ 149,014	\$ 163,915	\$ 159,445	\$ 10,431	7.0%
19452 Liability Insurance Expense								
19452 574000 Auto/Fire/Liability Ins Exp	\$ 379,265	\$ 338,407	\$ 314,166	\$ 463,807	\$ 510,188	\$ 496,273	\$ 32,466	7.0%
19452 574001 Deductible Reserves	\$ -	\$ -	\$ 6,750	\$ 22,000	\$ 24,200	\$ 23,540	\$ 1,540	7.0%
TOTAL Liability Insurance Expense	\$ 379,265	\$ 338,407	\$ 320,916	\$ 485,807	\$ 534,388	\$ 519,813	\$ 34,006	7.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
19131 517300	Unemployment Comp Payments	\$ 13,646	\$ 51,805	\$ 29,265	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	0.0%
19141 Health Insurance									
19141 512001	Temporary Sal & Wages	\$ -	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ -	\$ (6,000)	-100.0%
19141 517000	Health Insurance Personnel Exp	\$ -	\$ (106,023)	\$ 83,264	\$ 319,303	\$ 3,314,373	\$ 3,274,556	\$ 2,955,253	925.5%
19141 518200	Ch 32B Group Insurance Expense	\$ 1,243,722	\$ 1,284,793	\$ 1,353,258	\$ 1,524,175	\$ 1,676,593	\$ 1,646,109	\$ 121,934	8.0%
19141 518300	Salary and Benefits Res. Exp	\$ -	\$ 300	\$ 500	\$ 79,042	\$ 400,000	\$ 400,000	\$ 320,958	406.1%
TOTAL	Health Insurance	\$ 1,243,722	\$ 1,179,070	\$ 1,437,023	\$ 1,928,520	\$ 5,396,966	\$ 5,320,665	\$ 3,392,145	175.9%
								\$ 3,392,145	
19151 517900	Life Insurance Personnel Exp	\$ 14,246	\$ 11,483	\$ 12,509	\$ 19,425	\$ 19,425	\$ 19,425	\$ -	0.0%
19161 517800	Medicare Insurance	\$ (63,289)	\$ (49,915)	\$ (54,456)	\$ 6,500	\$ 308,000	\$ 308,000	\$ 301,500	4638.5%
12111 Police Administration Sa									
12111 511000	Police Admin Full Time Salary	\$ 345,063	\$ 371,700	\$ 390,041	\$ 415,344	\$ 420,440	\$ 424,298	\$ 8,954	2.2%
12111 514101	Pol Admin First Responder Pay	\$ 7,737	\$ 7,740	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ (4,000)	-100.0%
12111 514800	Police Admin Longevity	\$ 600	\$ 675	\$ 3,950	\$ 775	\$ 975	\$ 975	\$ 200	25.8%
12111 514900	Police Admin Holiday Pay	\$ 11,479	\$ 12,160	\$ 7,699	\$ 7,853	\$ -	\$ -	\$ (7,853)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12111 517000	Police Admin Health Insurance	\$ 48,855	\$ 48,855	\$ 50,070	\$ 54,585	\$ -	\$ -	\$ (54,585)	-100.0%
12111 517800	Police Administration Medicare	\$ 5,201	\$ 5,423	\$ 5,702	\$ 5,843	\$ -	\$ -	\$ (5,843)	-100.0%
TOTAL	Police Administration Sa	\$ 418,935	\$ 446,552	\$ 461,462	\$ 488,400	\$ 421,415	\$ 425,273	\$ (63,127)	-12.9%
12112 Police Administration Expense									
12112 524400	Police Admin R&M Vehicles	\$ 2,610	\$ 2,682	\$ 2,658	\$ 2,719	\$ 2,719	\$ 2,719	\$ -	0.0%
12112 524500	Police Admin R&M Office Equip	\$ 3,366	\$ 4,012	\$ 4,595	\$ 4,852	\$ 4,852	\$ 4,852	\$ -	0.0%
12112 524600	Police Admin R&M Comp Equip	\$ 2,259	\$ 1,093	\$ 2,503	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
12112 524900	PD Admin R&M Police Equipment	\$ 730	\$ 730	\$ 360	\$ 750	\$ 750	\$ 750	\$ -	0.0%
12112 530001	Police Admin - Physical&Psych	\$ 1,615	\$ 700	\$ 1,355	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12112 530009	Pol-Occupational Hlth Service	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.0%
12112 531900	Police Admin Prof Serv Advert	\$ 748	\$ 426	\$ 125	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
12112 534500	Police Admin Postage Expense	\$ 297	\$ 111	\$ 270	\$ 300	\$ 300	\$ 300	\$ -	0.0%
12112 534600	Police Adm Print and Mail Exp	\$ 444	\$ 578	\$ 595	\$ 600	\$ 600	\$ 600	\$ -	0.0%
12112 542100	Police Admin Office Supp Exp	\$ 2,632	\$ 2,938	\$ 962	\$ 5,900	\$ 5,900	\$ 5,900	\$ -	0.0%
12112 548000	Police Admin Vehicle Supp Exp	\$ 1,589	\$ 2,500	\$ 3,864	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12112 558012	Oth Sup ID Renewals	\$ 195	\$ 330	\$ 180	\$ 600	\$ 600	\$ 600	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12112 558100	Police Admin Subscriptions Exp	\$ 2,128	\$ 2,765	\$ 2,159	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0.0%
12112 558200	Police Admin Uniforms Clothing	\$ 1,785	\$ 511	\$ 2,550	\$ 3,943	\$ 3,943	\$ 3,943	\$ -	0.0%
12112 558403	Fitness Equipment	\$ -	\$ 378	\$ 2,593	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
12112 558404	Furniture Expense	\$ -	\$ 743	\$ 7,507	\$ 6,450	\$ 6,450	\$ 6,450	\$ -	0.0%
12112 571000	PD Admin In State Travel Exp	\$ 2,924	\$ 3,474	\$ 3,408	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%
12112 573000	Police Admin Dues and Memb Exp	\$ 7,675	\$ 7,865	\$ 9,381	\$ 10,702	\$ 10,702	\$ 10,702	\$ -	0.0%
12112 573200	Disability Insurance	\$ -	\$ -	\$ -	\$ 3,740	\$ 3,740	\$ 3,740	\$ -	0.0%
TOTAL	Police Administration Ex	\$ 38,495	\$ 39,335	\$ 52,566	\$ 68,156	\$ 68,156	\$ 68,156	\$ -	0.0%
12113 Police Admin - Capital Exp									
12113 587100	Capital Outlay Repl Office Eq	\$ -	\$ 25,000	\$ 17,390	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
TOTAL	Police Admin - Capital E	\$ -	\$ 25,000	\$ 17,390	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
12121 Police Records Salary									
12121 511000	Police Records FT Salary	\$ 81,525	\$ 82,841	\$ 89,813	\$ 80,760	\$ 82,644	\$ 82,644	\$ 1,884	2.3%
12121 514800	Police Records Longevity	\$ 1,500	\$ 1,650	\$ 1,197	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12121 517800	Police Records Medicare	\$ 1,143	\$ 1,230	\$ 1,221	\$ 1,113	\$ -	\$ -	\$ (1,113)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Police Records Salary	\$ 84,168	\$ 85,721	\$ 92,231	\$ 81,873	\$ 82,644	\$ 82,644	\$ 771	0.9%
	12122 Police Records Expense								
12122 524500	Police Records R&M Office Eq	\$ 215	\$ 176	\$ -	\$ 250	\$ 250	\$ 250	\$ -	0.0%
12122 527200	Police Records Rental Off Eq	\$ 3,843	\$ 4,285	\$ 3,886	\$ 4,600	\$ 4,600	\$ 4,600	\$ -	0.0%
12122 542100	Police Records Office Supp Exp	\$ 2,661	\$ 2,754	\$ 3,494	\$ 3,756	\$ 3,756	\$ 3,756	\$ -	0.0%
TOTAL	Police Records Expense	\$ 6,719	\$ 7,216	\$ 7,380	\$ 8,606	\$ 8,606	\$ 8,606	\$ -	0.0%
	12131 Police Patrol Salary								
12131 511000	Police Patrol Full Time Salary	\$ 2,352,238	\$ 2,671,400	\$ 2,660,415	\$ 2,745,526	\$ 2,831,227	\$ 2,831,227	\$ 85,701	3.1%
12131 513000	Police Patrol Overtime Salary	\$ 307,459	\$ 278,633	\$ 293,585	\$ 365,170	\$ 372,473	\$ 372,473	\$ 7,303	2.0%
12131 514002	Police Patrol NEMLEC	\$ 13,846	\$ 24,020	\$ 21,985	\$ 26,964	\$ 27,504	\$ 27,504	\$ 540	2.0%
12131 514003	Police Patrol Accreditation	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,100	\$ 1,100	\$ 100	10.0%
12131 514100	Police Patrol Specialty Pay	\$ 1,700	\$ 4,950	\$ 6,650	\$ 6,850	\$ 9,823	\$ 9,823	\$ 2,973	43.4%
12131 514101	Pol Patrol First Responder Pay	\$ 65,404	\$ 91,563	\$ 88,008	\$ 89,082	\$ 95,574	\$ 95,574	\$ 6,492	7.3%
12131 514104	Drug Testing Stipend	\$ -	\$ 25,500	\$ 26,250	\$ 25,500	\$ 26,250	\$ 26,250	\$ 750	2.9%
12131 514200	Police Patrol Cap Grade	\$ 11,690	\$ 11,215	\$ 13,636	\$ 19,129	\$ 19,512	\$ 19,512	\$ 383	2.0%
12131 514700	Police Patrol Night Dif Sal	\$ 96,662	\$ 112,798	\$ 113,324	\$ 115,876	\$ 135,353	\$ 135,353	\$ 19,477	16.8%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12131 514800	Police Patrol Longevity	\$ -	\$ -	\$ 1,100	\$ 18,796	\$ 15,400	\$ 15,400	\$ (3,396)	-18.1%
12131 514900	Police Patrol Holiday Pay	\$ 103,797	\$ 124,624	\$ 119,379	\$ 121,092	\$ 129,495	\$ 129,495	\$ 8,403	6.9%
12131 517000	Police Patrol Health Insurance	\$ 356,720	\$ 389,290	\$ 369,970	\$ 419,570	\$ -	\$ -	\$ (419,570)	-100.0%
12131 517800	Police Patrol Medicare	\$ 45,428	\$ 47,454	\$ 51,026	\$ 51,170	\$ -	\$ -	\$ (51,170)	-100.0%
12131 517900	Police Patrol Life Insurance	\$ -	\$ -	\$ -	\$ 695	\$ -	\$ -	\$ (695)	-100.0%
12131 518900	Police - Wellness Stipend	\$ 36,240	\$ 42,601	\$ 39,054	\$ 46,658	\$ 47,591	\$ 47,591	\$ 933	2.0%
12131 519500	PD Patrol In Service Training	\$ 22,507	\$ 23,311	\$ 27,900	\$ 45,299	\$ 46,205	\$ 46,205	\$ 906	2.0%
12131 519800	Education Incentive	\$ -	\$ 36,182	\$ 33,954	\$ 82,000	\$ -	\$ -	\$ (82,000)	-100.0%
TOTAL	Police Patrol Salary	\$ 3,413,691	\$ 3,883,541	\$ 3,866,237	\$ 4,180,377	\$ 3,757,507	\$ 3,757,507	\$ (422,870)	-10.1%
12132 Police Patrol Expense									
12132 524400	Police Patrol R&M Vehicles	\$ 33,319	\$ 20,801	\$ 29,871	\$ 33,500	\$ 33,500	\$ 33,500	\$ -	0.0%
12132 524900	Police Patrol R&M Police Equip	\$ 7,518	\$ 9,495	\$ 12,214	\$ 12,010	\$ 12,010	\$ 12,010	\$ -	0.0%
12132 530001	Police Patrol-Medical Bills	\$ 36,317	\$ 24,098	\$ 15,684	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
12132 530600	PD Pat Prof Serv Data Process	\$ 42,873	\$ 61,404	\$ 47,150	\$ 67,300	\$ 67,300	\$ 67,300	\$ -	0.0%
12132 531700	PD Prof Services-Emp Train Sem	\$ 44,748	\$ 49,188	\$ 29,139	\$ 37,600	\$ 37,600	\$ 37,600	\$ -	0.0%
12132 531701	PD InService Training seats	\$ 6,000	\$ 9,330	\$ 19,457	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12132 542100	Police Patrol Office Supp Exp	\$ 7,809	\$ 7,728	\$ 7,182	\$ 7,900	\$ 7,900	\$ 7,900	\$ -	0.0%
12132 548000	Police Patrol Vehicle Supp Exp	\$ 17,735	\$ 18,525	\$ 20,775	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
12132 548900	Police Patrol Gasoline Expense	\$ 58,480	\$ 81,172	\$ 62,969	\$ 85,050	\$ 85,050	\$ 85,050	\$ -	0.0%
12132 550000	Police Patrol Medical Supp Exp	\$ 4,538	\$ 4,981	\$ 4,604	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%
12132 558010	Oth Sup NEMLEC Equip	\$ 2,311	\$ 3,353	\$ 3,451	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12132 558011	Oth Sup K-9 Equip	\$ 2,031	\$ 850	\$ 966	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12132 558200	Police Patrol Uniform Supp Exp	\$ 2,508	\$ 1,355	\$ 200	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
12132 558400	PD Patrol Police Supplies	\$ 21,302	\$ 7,400	\$ 7,045	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	0.0%
12132 558401	PD Patrol Crime Prevention Sup	\$ 446	\$ 230	\$ 445	\$ 500	\$ 500	\$ 500	\$ -	0.0%
12132 558402	Firearms Training & Ammunition	\$ -	\$ 20,517	\$ 29,016	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
12132 558901	PD Patrol Prisoner Meals Exp	\$ 1,748	\$ 1,494	\$ 1,848	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12132 571000	PD Patrol In State Travel Exp	\$ 255	\$ 390	\$ 1,149	\$ 1,263	\$ 1,263	\$ 1,263	\$ -	0.0%
12132 573000	Dues and Membership	\$ -	\$ 30	\$ 30	\$ 250	\$ 250	\$ 250	\$ -	0.0%
TOTAL	Police Patrol Expense	\$ 289,937	\$ 322,338	\$ 293,194	\$ 368,873	\$ 368,873	\$ 368,873	\$ -	0.0%
12133 Police Patrol Capital									
12133 587000	Police Patrol-Replace Cruisers	\$ 150,300	\$ 163,642	\$ 165,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Police Patrol Capital	\$ 150,300	\$ 163,642	\$ 165,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ -	0.0%
	12141 Police Traffic Control Salary								
12141 511000	Police Traffic Ctrl FT Salary	\$ 145,458	\$ 238,349	\$ 251,354	\$ 259,020	\$ 171,238	\$ 171,238	\$ (87,782)	-33.9%
12141 511100	Police Traffic Ctrl PT Salary	\$ 201,346	\$ 223,782	\$ 232,236	\$ 279,433	\$ 286,349	\$ 286,349	\$ 6,916	2.5%
12141 513000	Police Traffic Ctrl Overtime S	\$ 3,772	\$ 10,282	\$ 7,875	\$ 10,600	\$ 10,812	\$ 10,812	\$ 212	2.0%
12141 514003	Police Traffic Accreditation	\$ -	\$ -	\$ -	\$ 200	\$ 100	\$ 100	\$ (100)	-50.0%
12141 514100	Police Traffic Specialty Pay	\$ 1,700	\$ 3,866	\$ 2,150	\$ 2,150	\$ 2,350	\$ 2,350	\$ 200	9.3%
12141 514101	Pol Traf First Responder Pay	\$ 4,081	\$ 8,930	\$ 8,833	\$ 9,823	\$ 6,258	\$ 6,258	\$ (3,565)	-36.3%
12141 514104	Drug Testing Stipend	\$ -	\$ 2,250	\$ 2,250	\$ 2,250	\$ 1,500	\$ 1,500	\$ (750)	-33.3%
12141 514200	Police Traffic Cont Cap Grade	\$ -	\$ 304	\$ 300	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12141 514700	Night Differential	\$ -	\$ -	\$ -	\$ 6,585	\$ -	\$ -	\$ (6,585)	-100.0%
12141 514800	Police Traffic Ctrl Longevity	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ 800	\$ 800	#DIV/0!
12141 514900	PD Traffic Ctrl Holiday Salary	\$ 6,128	\$ 10,907	\$ 10,385	\$ 11,847	\$ 7,832	\$ 7,832	\$ (4,015)	-33.9%
12141 517000	Police Traffic Ctrl Health Ins	\$ 54,865	\$ 54,865	\$ 66,760	\$ 72,780	\$ -	\$ -	\$ (72,780)	-100.0%
12141 517800	Police Traffic Ctrl Medicare	\$ 6,893	\$ 7,335	\$ 7,778	\$ 8,395	\$ -	\$ -	\$ (8,395)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12141 519500	PD Traffic In Service Training	\$ -	\$ -	\$ -	\$ 944	\$ 962	\$ 962	\$ 18	1.9%
12141 519900	Police Traffic Uniform Allow	\$ 550	\$ 3,100	\$ 2,950	\$ 3,100	\$ 3,250	\$ 3,250	\$ 150	4.8%
TOTAL	Police Traffic Control S	\$ 424,793	\$ 563,971	\$ 592,872	\$ 667,127	\$ 491,451	\$ 491,451	\$ (175,676)	-26.3%
12142 Police Traffic Control Expense									
12142 524400	Police Traffic R&M Vehicles	\$ 6,927	\$ 5,718	\$ 7,035	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
12142 524900	Police Traffic R&M Police Eq	\$ 1,643	\$ 2,081	\$ 3,658	\$ 3,700	\$ 3,700	\$ 3,700	\$ -	0.0%
12142 542100	Police Traffic Office Supp Exp	\$ 1,364	\$ 1,539	\$ 1,126	\$ 1,546	\$ 1,546	\$ 1,546	\$ -	0.0%
12142 548000	Police Traffic Veh Supp Exp	\$ 3,290	\$ 3,066	\$ 3,301	\$ 3,335	\$ 3,335	\$ 3,335	\$ -	0.0%
12142 556000	Motorcycle Leasing	\$ 9,500	\$ 10,038	\$ 9,500	\$ 10,300	\$ 10,300	\$ 10,300	\$ -	0.0%
12142 558200	PD Traffic Uniform Supp Exp	\$ 3,078	\$ 1,114	\$ 3,391	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
12142 558400	Traffic Contrl Police Supplies	\$ 304	\$ -	\$ 439	\$ 680	\$ 680	\$ 680	\$ -	0.0%
12142 558401	Traf Contr Crime Prev Supplies	\$ 187	\$ 268	\$ 337	\$ 360	\$ 360	\$ 360	\$ -	0.0%
12142 571000	PD Traffic In State Travel Exp	\$ -	\$ -	\$ -	\$ 110	\$ 110	\$ 110	\$ -	0.0%
TOTAL	Police Traffic Control E	\$ 26,293	\$ 23,823	\$ 28,787	\$ 30,531	\$ 30,531	\$ 30,531	\$ -	0.0%
12151 Police Detectives Salary									
12151 511000	Police Detectives FT Salary	\$ 401,129	\$ 446,287	\$ 425,946	\$ 486,023	\$ 531,535	\$ 531,535	\$ 45,512	9.4%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12151 513000	Police Detectives OT Salary	\$ 17,182	\$ 16,596	\$ 14,092	\$ 32,356	\$ 33,003	\$ 33,003	\$ 647	2.0%
12151 514003	Police Detective Accreditation	\$ -	\$ -	\$ -	\$ 300	\$ 300	\$ 300	\$ -	0.0%
12151 514100	PoliceDetective Specialty Pay	\$ 3,800	\$ 6,250	\$ 7,312	\$ 7,750	\$ 8,350	\$ 8,350	\$ 600	7.7%
12151 514101	Pol Det First Responder Pay	\$ 10,979	\$ 15,972	\$ 17,113	\$ 18,184	\$ 18,779	\$ 18,779	\$ 595	3.3%
12151 514104	Drug Testing Stipend	\$ -	\$ 3,750	\$ 3,750	\$ 4,500	\$ 4,500	\$ 4,500	\$ -	0.0%
12151 514200	Cap Grade	\$ 514	\$ 162	\$ 163	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12151 514700	Night Differential	\$ 2,165	\$ 2,524	\$ 2,375	\$ 2,045	\$ 5,443	\$ 5,443	\$ 3,398	166.2%
12151 514900	Police Detectives Holiday Pay	\$ 17,839	\$ 20,354	\$ 22,062	\$ 23,167	\$ 24,311	\$ 24,311	\$ 1,144	4.9%
12151 517000	Health Insurance	\$ 65,140	\$ 54,865	\$ 66,760	\$ 79,495	\$ -	\$ -	\$ (79,495)	-100.0%
12151 517800	Police Detectives Medicare	\$ 6,772	\$ 5,581	\$ 7,218	\$ 8,625	\$ -	\$ -	\$ (8,625)	-100.0%
12151 519800	Education Incentive	\$ -	\$ -	\$ 9,118	\$ 20,500	\$ -	\$ -	\$ (20,500)	-100.0%
TOTAL	Police Detectives Salary	\$ 525,519	\$ 572,341	\$ 575,909	\$ 682,945	\$ 626,222	\$ 626,222	\$ (56,723)	-8.3%
12152 Police Detectives Expense									
12152 524400	Police Detectives R&M Vehicles	\$ 6,856	\$ 3,989	\$ 6,989	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
12152 524900	Police Detective R&M Police Eq	\$ 348	\$ 395	\$ 373	\$ 430	\$ 430	\$ 430	\$ -	0.0%
12152 542100	PD Detective Office Supp Exp	\$ 894	\$ 998	\$ 936	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12152 548000	Police Detectives Veh Supp Exp	\$ 2,168	\$ 1,842	\$ 2,451	\$ 2,634	\$ 2,634	\$ 2,634	\$ -	0.0%
12152 558200	PD Detective Uniform Supp Exp	\$ 178	\$ 148	\$ -	\$ 400	\$ 400	\$ 400	\$ -	0.0%
12152 558401	Detective-Crim Prev Supp	\$ 2,608	\$ 3,024	\$ 2,614	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
12152 571000	PD Detective In State Travel	\$ -	\$ 60	\$ -	\$ 385	\$ 385	\$ 385	\$ -	0.0%
12152 573000	Dues and Membership	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -	0.0%
TOTAL	Police Detectives Expens	\$ 13,051	\$ 10,457	\$ 13,363	\$ 15,099	\$ 15,099	\$ 15,099	\$ -	0.0%
12161 Police Community Service Sal									
12161 511000	Police Community Svc FT Salary	\$ 301,833	\$ 336,663	\$ 275,785	\$ 328,040	\$ 420,989	\$ 420,989	\$ 92,949	28.3%
12161 513000	Police Community Svc OT Salary	\$ 11,439	\$ 15,597	\$ 16,152	\$ 8,844	\$ 9,021	\$ 9,021	\$ 177	2.0%
12161 514003	Police Community Accreditation	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0.0%
12161 514100	Police Comm Serv Specialty Pay	\$ 2,550	\$ 4,000	\$ 3,050	\$ 3,050	\$ 4,150	\$ 4,150	\$ 1,100	36.1%
12161 514101	Pol Com ScvFirst Responder Pay	\$ 6,557	\$ 9,169	\$ 8,857	\$ 8,930	\$ 11,522	\$ 11,522	\$ 2,592	29.0%
12161 514104	Drug Testing Stipend	\$ -	\$ 2,250	\$ 2,250	\$ 2,250	\$ 3,000	\$ 3,000	\$ 750	33.3%
12161 514800	Police Community Longevity	\$ -	\$ -	\$ -	\$ -	\$ 2,600	\$ 2,600	\$ 2,600	#DIV/0!
12161 514900	Police Comm Svc Holiday Pay	\$ 7,620	\$ 9,047	\$ 10,989	\$ 12,195	\$ 16,165	\$ 16,165	\$ 3,970	32.6%
12161 517000	Police Comm Svc Health Ins	\$ 18,030	\$ 18,030	\$ 18,480	\$ 20,145	\$ -	\$ -	\$ (20,145)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12161 517800	Police Community Svc Medicare	\$ 4,808	\$ 4,849	\$ 5,213	\$ 5,308	\$ -	\$ -	\$ (5,308)	-100.0%
12161 519500	PD CommSvc In Service Training	\$ -	\$ -	\$ -	\$ 2,253	\$ 2,298	\$ 2,298	\$ 45	2.0%
12161 519900	Police Comm Svc Uniform Allow	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ -	0.0%
TOTAL	Police Community Service	\$ 353,262	\$ 400,030	\$ 341,201	\$ 391,540	\$ 470,270	\$ 470,270	\$ 78,730	20.1%
12162 Police Community Service Exp									
12162 524400	Police Comm Svc R&M Vehicles	\$ 2,266	\$ 1,917	\$ 2,968	\$ 2,379	\$ 2,379	\$ 2,379	\$ -	0.0%
12162 525000	PD Comm Serv Pkg Meter Repair	\$ 1,743	\$ 2,438	\$ 2,414	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12162 542100	PD CommSvc Office Supp Exp	\$ 358	\$ 568	\$ 522	\$ 600	\$ 600	\$ 600	\$ -	0.0%
12162 545010	Pol Comm Serv-Aux Pol Ex	\$ 2,172	\$ 5,950	\$ 4,653	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
12162 548000	Police Comm Svc Veh Supp Exp	\$ 285	\$ 1,555	\$ 2,638	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12162 558900	PD-Comm Serv PkgMtr Supp	\$ -	\$ 2,416	\$ 2,119	\$ 2,600	\$ 2,600	\$ 2,600	\$ -	0.0%
12162 571000	PD CommSvc In State Travel Exp	\$ 3	\$ -	\$ 39	\$ 189	\$ 189	\$ 189	\$ -	0.0%
12162 573000	PD CommSvc Dues & Memb Exp	\$ 525	\$ 415	\$ 325	\$ 750	\$ 750	\$ 750	\$ -	0.0%
TOTAL	Police Community Service	\$ 7,352	\$ 15,260	\$ 15,679	\$ 17,018	\$ 17,018	\$ 17,018	\$ -	0.0%
12961 Public Safety Comm 911 Salary									

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12961 511000	Public Safety Comm FT Salary	\$ 541,465	\$ 569,078	\$ 534,294	\$ 582,916	\$ 588,427	\$ 588,427	\$ 5,511	0.9%
12961 511100	Public Safety Comm PT Salary	\$ 42,601	\$ 63,124	\$ 41,674	\$ 49,195	\$ 50,179	\$ 50,179	\$ 984	2.0%
12961 513000	Public Safety Comm OT Salary	\$ 57,753	\$ 75,027	\$ 57,622	\$ 61,324	\$ 62,551	\$ 62,551	\$ 1,227	2.0%
12961 514104	Drug Testing Stipend	\$ -	\$ -	\$ 6,114	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
12961 514700	Public Sfty Comm Night Dif Sal	\$ 22,781	\$ 26,262	\$ 24,426	\$ 23,406	\$ 23,555	\$ 23,555	\$ 149	0.6%
12961 514800	Pub Safety Longevity	\$ 865	\$ 3,145	\$ 3,227	\$ 3,275	\$ 3,275	\$ 3,275	\$ -	0.0%
12961 514900	Public Safety Comm Holiday Pay	\$ 23,105	\$ 23,313	\$ 24,325	\$ 25,068	\$ 21,052	\$ 21,052	\$ (4,016)	-16.0%
12961 515000	PS Defib Stipend	\$ 4,529	\$ 5,540	\$ 4,461	\$ 4,500	\$ 4,050	\$ 4,050	\$ (450)	-10.0%
12961 517000	Public Safety Comm Health Ins	\$ 99,455	\$ 99,455	\$ 101,545	\$ 110,700	\$ -	\$ -	\$ (110,700)	-100.0%
12961 517800	Public Safety Comm Medicare	\$ 10,320	\$ 10,524	\$ 11,236	\$ 11,333	\$ -	\$ -	\$ (11,333)	-100.0%
12961 517900	PS Comm - Life Insurance	\$ -	\$ -	\$ -	\$ 317	\$ -	\$ -	\$ (317)	-100.0%
12961 519002	PS Comm - Uniform Maint	\$ 2,090	\$ 23	\$ 2,920	\$ 3,180	\$ 2,700	\$ 2,700	\$ (480)	-15.1%
12961 519500	PS Comm In Service Training	\$ -	\$ -	\$ -	\$ 2,120	\$ 2,120	\$ 2,120	\$ -	0.0%
12961 519600	Public Safety Comm EMT Stipend	\$ 14,059	\$ 16,212	\$ 13,793	\$ 14,700	\$ 12,555	\$ 12,555	\$ (2,145)	-14.6%
12961 519800	PS Comm Education Incentive	\$ -	\$ -	\$ -	\$ 2,565	\$ 1,665	\$ 1,665	\$ (900)	-35.1%
12961 519900	Public Sfty Comm Uniform Allow	\$ 1,650	\$ 2,669	\$ -	\$ 3,000	\$ -	\$ -	\$ (3,000)	-100.0%
TOTAL	Public Safety Comm 911 S	\$ 820,672	\$ 894,371	\$ 825,635	\$ 903,599	\$ 778,129	\$ 778,129	\$ (125,470)	-13.9%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12962 Public Safety Comm 911 Expense									
12962 524600	Public Safety Comm R&M Comp f	\$ 2,979	\$ 2,690	\$ 2,679	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
12962 524900	PD PS Comm R&M Police Equip	\$ 40,829	\$ 22,417	\$ 58,308	\$ 40,925	\$ 42,000	\$ 42,000	\$ 1,075	2.6%
12962 531700	PD Prof Scvs-Emp Train Semnar	\$ 1,724	\$ 1,425	\$ 2,255	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12962 534100	PS Comm Telephone Expense	\$ 68,578	\$ 73,238	\$ 70,685	\$ 75,239	\$ 75,239	\$ 75,239	\$ -	0.0%
12962 542100	PS Comm Office Supplies Exp	\$ 987	\$ 566	\$ 1,019	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
12962 542200	Public Sfty Comm Comp Supp Exp	\$ 973	\$ 790	\$ 664	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
12962 558200	PS Comm Unifrom Supp Expense	\$ 900	\$ 772	\$ 1,320	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12962 572000	Pub Sfty Education & Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12962 573000	PS Comm Dues & Membership Ex	\$ 195	\$ 1,053	\$ 595	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
TOTAL	Public Safety Comm 911 Expense	\$ 117,165	\$ 102,952	\$ 137,524	\$ 126,664	\$ 127,739	\$ 127,739	\$ 1,075	0.8%
TOTAL SALARIES		\$ 6,041,040	\$ 6,846,527	\$ 6,755,548	\$ 7,395,861	\$ 6,627,639	\$ 6,631,497	\$ (764,364)	-10.3%
TOTAL EXPENSES		\$ 499,011	\$ 521,380	\$ 548,492	\$ 634,947	\$ 636,022	\$ 636,022	\$ 1,075	0.2%
TOTAL OVERLAY		\$ 150,300	\$ 188,642	\$ 182,390	\$ 205,000	\$ 205,000	\$ 205,000	\$ -	0.0%
		\$ 6,690,351	\$ 7,556,549	\$ 7,486,430	\$ 8,235,808	\$ 7,468,661	\$ 7,472,519	\$ (763,289)	-9.3%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ADJ. BUDGET	FY2020 DEPT. REQ.	FY2020 TA RECOMM	\$ Chg.	% Chg.
GRAND TOTAL		\$ 6,690,351	\$ 7,556,549	\$ 7,486,430	\$ 8,235,808	\$ 7,468,661	\$ 7,472,519	\$ (763,289)	-9.3%
								\$ (763,289)	
12211	Fire Administration Sala								
12211 511000	Fire Administration FT Salary	\$ 441,473	\$ 483,941	\$ 543,440	\$ 537,207	\$ 540,994	\$ 540,994	\$ 3,787	0.7%
12211 511100	Fire Administration PT Salary	\$ 19,511	\$ 19,299	\$ 22,039	\$ 21,286	\$ 27,712	\$ 21,712	\$ 426	2.0%
12211 513000	Fire Administration Overtime	\$ 210	\$ -	\$ -	\$ 6,860	\$ 6,998	\$ 6,998	\$ 138	2.0%
12211 514100	Specialty Stipends	\$ 10,155	\$ 9,463	\$ 10,779	\$ 11,500	\$ 13,500	\$ 13,500	\$ 2,000	17.4%
12211 514102	ALS Specialty Stipend	\$ 3,277	\$ 2,578	\$ 1,197	\$ 1,500	\$ -	\$ -	\$ (1,500)	-100.0%
12211 514104	Drug Testing Stipend	\$ -	\$ 1,442	\$ 1,485	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
12211 514700	Fire Prev Night Differential	\$ 2,192	\$ 1,866	\$ 1,840	\$ 2,001	\$ 2,041	\$ 2,041	\$ 40	2.0%
12211 514800	Fire Adminstration Longevity	\$ 3,518	\$ 22,359	\$ 1,854	\$ 2,025	\$ 1,825	\$ 1,825	\$ (200)	-9.9%
12211 514900	Fire Admin Holiday Pay	\$ 19,350	\$ 17,279	\$ 8,084	\$ 9,070	\$ 17,046	\$ 17,046	\$ 7,976	87.9%
12211 515000	Fire Admin Defib Stipend	\$ 3,225	\$ 2,773	\$ 1,277	\$ 1,600	\$ -	\$ -	\$ (1,600)	-100.0%
12211 517000	Fire Administration Health Ins	\$ 38,580	\$ 54,865	\$ 72,920	\$ 72,780	\$ -	\$ -	\$ (72,780)	-100.0%
12211 517800	Fire Admin Medicare	\$ 7,402	\$ 7,751	\$ 8,146	\$ 8,154	\$ -	\$ -	\$ (8,154)	-100.0%
12211 519200	Fire Admin HazMat Stipend	\$ 3,921	\$ 3,861	\$ 3,358	\$ 3,390	\$ 3,390	\$ 3,390	\$ -	0.0%
12211 519600	Fire Admin EMT Stipend	\$ 7,864	\$ 6,276	\$ 3,877	\$ 7,300	\$ 7,446	\$ 7,446	\$ 146	2.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12211 519800	Fire Admin Education Incentive	\$ 20,081	\$ 11,210	\$ 989	\$ 1,400	\$ 1,675	\$ 1,675	\$ 275	19.6%
12211 519900	Fire Admin Uniform Allowance	\$ 2,101	\$ 1,583	\$ -	\$ 2,116	\$ -	\$ -	\$ (2,116)	-100.0%
TOTAL	Fire Administration Sala	\$ 582,859	\$ 646,545	\$ 681,285	\$ 689,689	\$ 624,127	\$ 618,127	\$ (71,563)	-10.4%
12212 Fire Administration Expense									
12212 523100	Fire Admin - Water	\$ 451	\$ 493	\$ 560	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
12212 524300	Fire Admin Maint Bldg	\$ 6,916	\$ 13,042	\$ 4,281	\$ 11,000	\$ 11,000	\$ 11,000	\$ -	0.0%
12212 524600	Fire Admin R&M Computer Equip	\$ 8,952	\$ 8,402	\$ 11,464	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
12212 527200	Fire Admin Rental Office Equip	\$ 4,705	\$ 4,802	\$ 4,784	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12212 530000	Professional and Tech Services	\$ -	\$ -	\$ -	\$ 10,000	\$ 4,000	\$ 4,000	\$ (6,000)	-60.0%
12212 530300	Software Licenses	\$ -	\$ 19,942	\$ 16,368	\$ 43,900	\$ 53,900	\$ 53,900	\$ 10,000	22.8%
12212 534200	Fire Admin-Comm Services	\$ 19,402	\$ 18,343	\$ 22,925	\$ 24,500	\$ 24,500	\$ 24,500	\$ -	0.0%
12212 534700	Fire Admin Printing	\$ -	\$ 924	\$ 72	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
12212 542100	Fire Admin Office Supplies Exp	\$ 6,686	\$ 6,857	\$ 9,130	\$ 7,250	\$ 7,250	\$ 7,250	\$ -	0.0%
12212 542400	Fire - Hardware Supplies	\$ 2,809	\$ 2,647	\$ 630	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12212 545000	Fire Admin Custodial Supplies	\$ 6,283	\$ 12,761	\$ 10,338	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12212 552900	Fire Administration Books Exp	\$ 1,860	\$ 1,346	\$ 2,048	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12212 571000	Fire Admin In State Travel Exp	\$ 3,532	\$ 5,095	\$ 21,835	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	0.0%
12212 573000	Fire Admin Dues and Memb Exp	\$ 1,908	\$ 2,573	\$ 2,423	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
TOTAL	Fire Administration Expe	\$ 63,502	\$ 97,229	\$ 106,858	\$ 146,650	\$ 150,650	\$ 150,650	\$ 4,000	2.7%
12213 Fire Admin									
12213 587000	Replace Equipment	\$ -	\$ 60,016	\$ 63,393	\$ 21,555		\$ -	\$ (21,555)	-100.0%
TOTAL	Fire Admin	\$ -	\$ 60,016	\$ 63,393	\$ 21,555	\$ -	\$ -	\$ (21,555)	-100.0%
12221 Fire Suppression Salary									
12221 511000	Fire Suppression FT Salary	\$ 3,216,422	\$ 3,362,866	\$ 3,182,857	\$ 3,370,484	\$ 3,386,787	\$ 3,386,787	\$ 16,303	0.5%
12221 513000	Fire Suppression OT Salary	\$ 458,461	\$ 648,410	\$ 533,105	\$ 582,359	\$ 605,154	\$ 605,154	\$ 22,795	3.9%
12221 514100	Specialty Stipends	\$ 1,008	\$ 1,004	\$ 1,753	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12221 514102	ALS Specialty Stipend	\$ 69,278	\$ 61,559	\$ 67,923	\$ 117,581	\$ 131,681	\$ 131,681	\$ 14,100	12.0%
12221 514104	Drug Testing Stipend	\$ -	\$ 44,184	\$ 33,065	\$ 32,250	\$ 31,500	\$ 31,500	\$ (750)	-2.3%
12221 514300	Fire Supp Capacity Difference	\$ 20,579	\$ 14,255	\$ 12,661	\$ 18,911	\$ 18,911	\$ 18,911	\$ (0)	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12221 514700	Fire Suppression Night Dif Sal	\$ 37,429	\$ 38,435	\$ 36,810	\$ 39,322	\$ 39,216	\$ 39,216	\$ (106)	-0.3%
12221 514800	Fire Suppression Longevity	\$ 12,576	\$ 40,781	\$ 15,732	\$ -	\$ 17,150	\$ 17,150	\$ 17,150	#DIV/0!
12221 514900	Fire Suppression Holiday Pay	\$ 162,019	\$ 172,375	\$ 166,697	\$ 179,264	\$ 180,602	\$ 180,602	\$ 1,338	0.7%
12221 515000	Fire Suppression Defib Pay	\$ 40,301	\$ 42,445	\$ 44,914	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12221 517000	Fire Suppression Heath Ins	\$ 607,780	\$ 569,907	\$ 666,425	\$ 700,735	\$ -	\$ -	\$ (700,735)	-100.0%
12221 517800	Fire Suppression Medicare	\$ 59,068	\$ 58,857	\$ 65,990	\$ 64,129	\$ -	\$ -	\$ (64,129)	-100.0%
12221 519200	Fire Suppress HazMat Stipend	\$ 83,398	\$ 92,573	\$ 88,586	\$ 84,345	\$ 85,395	\$ 85,395	\$ 1,050	1.2%
12221 519500	FD Supp In Service Training	\$ 8,333	\$ 10,062	\$ 25,851	\$ 24,047	\$ 24,047	\$ 24,047	\$ -	0.0%
12221 519600	EMT Stipend	\$ 55,886	\$ 95,005	\$ 86,770	\$ 122,447	\$ 113,687	\$ 113,687	\$ (8,760)	-7.2%
12221 519800	Fire Admin Education Incentive	\$ 57,271	\$ 44,164	\$ 47,625	\$ 68,750	\$ 65,800	\$ 65,800	\$ (2,950)	-4.3%
TOTAL	Fire Suppression Salary	\$ 4,889,809	\$ 5,296,883	\$ 5,076,763	\$ 5,406,624	\$ 4,701,930	\$ 4,701,930	\$ (704,694)	-13.0%
12222 Fire Suppression Expense									
12222 524400	Fire Suppression R&M Vehicles	\$ 76,768	\$ 58,811	\$ 64,976	\$ 62,200	\$ 62,200	\$ 62,200	\$ -	0.0%
12222 524501	Fire Suppression R&M Radio	\$ 26,738	\$ 15,378	\$ 16,023	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
12222 530000	Professional and Tech Services	\$ -	\$ 9,584	\$ -	\$ 12,480	\$ 12,480	\$ 12,480	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12222 530001	Fire Supp Prof Serv Med Bills	\$ 21,983	\$ 43,970	\$ 19,443	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	0.0%
12222 530009	Fire-Occupational Hlth Service	\$ 7,535	\$ 6,875	\$ 6,250	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%
12222 531700	FD Supp Emp Training Seminar	\$ 26,006	\$ 10,214	\$ 34,479	\$ 26,000	\$ 26,000	\$ 26,000	\$ -	0.0%
12222 542400	Fire Supp - Extinguisher Ref	\$ 716	\$ 442	\$ 657	\$ 1,100	\$ 1,000	\$ 1,000	\$ (100)	-9.1%
12222 548900	Fire Suppression Gasoline Exp	\$ 13,471	\$ 9,069	\$ 15,062	\$ 24,150	\$ 24,150	\$ 24,150	\$ -	0.0%
12222 558600	Fire Supp Firefighter Supplies	\$ 41,580	\$ 32,062	\$ 26,843	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
12222 573000	Fire Supp Dues and Memb Exp	\$ 2,500	\$ 2,500	\$ 2,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
TOTAL	Fire Suppression Expense	\$ 217,297	\$ 188,905	\$ 186,232	\$ 218,930	\$ 218,830	\$ 218,830	\$ (100)	0.0%
12223 Fire Suppression Capital									
12223 587003	Turnout Gear Replacement	\$ -	\$ 23,427	\$ 25,000	\$ 25,200	\$ 25,000	\$ 26,250	\$ 1,050	4.2%
12223 587100	FD Supp Capital Outly Off Eq	\$ 2,937	\$ 11,061	\$ 9,111	\$ 9,600	\$ 9,600	\$ 9,600	\$ -	0.0%
12223 587200	Fire Supp Capital Outlay Other	\$ 46,437	\$ 40,112	\$ 38,940	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	0.0%
TOTAL	Fire Suppression Capital	\$ 49,374	\$ 74,600	\$ 73,051	\$ 74,800	\$ 74,600	\$ 75,850	\$ 1,050	1.4%
12301 EMS Salary									

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12301 513005	Overtime-EMS Training	\$ 30,017	\$ 27,105	\$ 26,404	\$ 28,000	\$ 28,530	\$ 28,530	\$ 530	1.9%
12301 519600	EMT Stipend	\$ 41,828	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	EMS Salary	\$ 71,845	\$ 27,105	\$ 26,404	\$ 28,000	\$ 28,530	\$ 28,530	\$ 530	1.9%
12302 EMS Expenses									
12302 524010	EMS Services Defibrillator	\$ 16,134	\$ 4,086	\$ 680	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12302 524400	EMS Repair & Maint Vehicles	\$ 11,839	\$ 7,664	\$ 14,992	\$ 12,000	\$ 15,000	\$ 15,000	\$ 3,000	25.0%
12302 530000	EMS Training	\$ -	\$ 73	\$ -	\$ 1,500	\$ 13,000	\$ 13,000	\$ 11,500	766.7%
12302 530010	ALS Contracted Training	\$ 10,000	\$ 11,250	\$ 10,317	\$ 13,000	\$ -	\$ -	\$ (13,000)	-100.0%
12302 530011	ALS Quality Assurance	\$ -	\$ 8,496	\$ 6,892	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
12302 530012	ALS Medical Control	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
12302 530013	Amb Billing Services Exp	\$ 38,190	\$ 33,121	\$ 35,610	\$ 38,000	\$ 34,000	\$ 34,000	\$ (4,000)	-10.5%
12302 548900	EMS Veh Supp-Gasoline	\$ 3,657	\$ 4,302	\$ 8,333	\$ 7,350	\$ 7,350	\$ 7,350	\$ -	0.0%
12302 550000	EMS Medical Supplies	\$ 12,405	\$ 15,431	\$ 15,901	\$ 14,100	\$ 10,000	\$ 10,000	\$ (4,100)	-29.1%
12302 550002	ALS Consumable Supplies	\$ 36,679	\$ 35,307	\$ 41,694	\$ 36,500	\$ 40,000	\$ 40,000	\$ 3,500	9.6%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12302 573100	EMT Exp - Licenses	\$ 3,000	\$ 3,000	\$ 3,200	\$ 4,800	\$ 4,800	\$ 4,800	\$ -	0.0%
TOTAL	EMS Expenses	\$ 141,904	\$ 132,731	\$ 147,619	\$ 152,250	\$ 149,150	\$ 149,150	\$ (3,100)	-2.0%
12303 EMT Capital Exp									
12303 585300	EMS Reporting & Equipment	\$ 17,912	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12303 587000	EMT Repl Equip	\$ -	\$ 25,000	\$ 24,673	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
TOTAL	EMT Capital Exp	\$ 17,912	\$ 25,000	\$ 24,673	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
TOTAL SALARIES		\$ 5,544,512	\$ 5,970,533	\$ 5,784,453	\$ 6,124,313	\$ 5,354,587	\$ 5,348,587	\$ (775,726)	-12.7%
TOTAL EXPENSES		\$ 422,703	\$ 418,865	\$ 440,708	\$ 517,830	\$ 518,630	\$ 518,630	\$ 800	0.2%
TOTAL OVERLAY		\$ 67,286	\$ 159,616	\$ 161,117	\$ 116,355	\$ 94,600	\$ 95,850	\$ (20,505)	-17.6%
		\$ 6,034,501	\$ 6,549,014	\$ 6,386,278	\$ 6,758,498	\$ 5,967,817	\$ 5,963,067	\$ (795,431)	-11.8%
GRAND TOTAL		\$ 6,034,501	\$ 6,549,014	\$ 6,386,278	\$ 6,758,498	\$ 5,967,817	\$ 5,963,067	\$ (795,431)	-11.8%
								\$ (795,431)	
12911 BEMA Salary									
12911 511100	BEMA Part Time Salary	\$ 12,662	\$ 12,893	\$ 12,250	\$ 13,594	\$ 13,594	\$ 13,594	\$ -	0.0%
12911 517800	BEMA - Medicare	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	BEMA Salary	\$ 12,859	\$ 13,090	\$ 12,447	\$ 13,791	\$ 13,791	\$ 13,791	\$ -	0.0%
	12912 BEMA Expense								
12912 524500	BEMA Exp Maintenance	\$ 4,818	\$ 2,431	\$ 1,592	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
12912 530000	BEMA Exp Prof Service Trng	\$ 776	\$ 780	\$ 921	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
12912 534100	BEMA Telephone Expense	\$ 3,791	\$ 3,476	\$ 2,268	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12912 542100	EMS Office Supplies	\$ -	\$ -	\$ 77	\$ 300	\$ 300	\$ 300	\$ -	0.0%
12912 573000	BEMA Association Dues	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ -	0.0%
TOTAL	BEMA Expense	\$ 9,385	\$ 6,687	\$ 4,858	\$ 10,550	\$ 10,550	\$ 10,550	\$ -	0.0%
TOTAL SALARIES		\$ 12,859	\$ 13,090	\$ 12,447	\$ 13,791	\$ 13,791	\$ 13,791	\$ -	0.0%
TOTAL EXPENSES		\$ 9,385	\$ 6,687	\$ 4,858	\$ 10,550	\$ 10,550	\$ 10,550	\$ -	0.0%
		\$ 22,244	\$ 19,778	\$ 17,305	\$ 24,341	\$ 24,341	\$ 24,341	\$ -	0.0%
GRAND TOTAL		\$ 22,244	\$ 19,778	\$ 17,305	\$ 24,341	\$ 24,341	\$ 24,341	\$ -	0.0%
13001 510000	School Total Salaries	\$ 39,001,625	\$ 40,697,428	\$ 43,647,550	\$ 47,041,382	\$ 50,520,376	\$ 50,520,376	\$ 3,478,994	7.4%
13002 521000	School Total Non-Salaries	\$ 10,656,242	\$ 9,427,559	\$ 9,321,935	\$ 9,944,210	\$ 10,129,075	\$ 10,129,075	\$ 184,865	1.9%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
GRAND TOTAL		\$ 49,657,867	\$ 50,124,987	\$ 52,969,485	\$ 56,985,592	\$ 60,649,451	\$ 60,649,451	\$ 3,663,859	6.4%
13004 569000	Regional School Assessment	\$ 831,521	\$ 795,654	\$ 910,185	\$ 846,771	\$ 984,887	\$ 984,887	\$ 138,116	16.3%
	11751 Planning Salary								
11751 511000	Planning FT Salary	\$ 125,905	\$ 161,070	\$ 210,606	\$ 225,830	\$ 230,635	\$ 230,635	\$ 4,805	2.1%
11751 517000	Planning Health Ins	\$ 16,285	\$ 28,305	\$ 28,240	\$ 24,490	\$ -	\$ -	\$ (24,490)	-100.0%
11751 517800	Planning Medicare	\$ 1,969	\$ 2,862	\$ 3,051	\$ 3,153	\$ -	\$ -	\$ (3,153)	-100.0%
TOTAL	Planning Salary	\$ 144,159	\$ 192,237	\$ 241,897	\$ 253,473	\$ 230,635	\$ 230,635	\$ (22,838)	-9.0%
	11752 Planning Expense								
11752 530000	Planning Prof & Tech Exp	\$ 7,868	\$ 6,989	\$ 23,912	\$ 22,500	\$ 22,500	\$ 22,500	\$ -	0.0%
11752 531900	Planning Prof Serv Adv	\$ 1,216	\$ 1,950	\$ 1,519	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11752 532000	Plann Tuition	\$ -	\$ -	\$ -	\$ 600	\$ 600	\$ 600	\$ -	0.0%
11752 534700	Planning Printing Exp	\$ 73	\$ 600	\$ 287	\$ 650	\$ 700	\$ 700	\$ 50	7.7%
11752 542100	Planning Office Supp Exp	\$ 600	\$ 575	\$ 600	\$ 650	\$ 700	\$ 700	\$ 50	7.7%
11752 552900	Planning Books Expense	\$ -	\$ -	\$ -	\$ 350	\$ 350	\$ 350	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11752 571000	Planning In State Travel	\$ 265	\$ 112	\$ 52	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
11752 573000	Planning Dues & Membership	\$ 380	\$ 380	\$ 600	\$ 700	\$ 700	\$ 700	\$ -	0.0%
TOTAL	Planning Expense	\$ 10,402	\$ 10,606	\$ 26,970	\$ 29,950	\$ 30,050	\$ 30,050	\$ 100	0.3%
11801 Community Development Salary									
11801 511000	Comm Develop Full Time Salary	\$ 287,990	\$ 297,803	\$ 314,261	\$ 334,632	\$ 341,690	\$ 341,690	\$ 7,058	2.1%
11801 514800	Comm Develop Longevity	\$ -	\$ -	\$ -	\$ 775	\$ 825	\$ 825	\$ 50	6.5%
11801 517000	Comm Develop Health Insurance	\$ 38,580	\$ 38,580	\$ 39,540	\$ 43,105	\$ -	\$ -	\$ (43,105)	-100.0%
11801 517800	Comm Develop Medicare	\$ 4,119	\$ 4,291	\$ 4,461	\$ 4,569	\$ -	\$ -	\$ (4,569)	-100.0%
TOTAL	Community Development Sa	\$ 330,689	\$ 340,674	\$ 358,262	\$ 383,081	\$ 342,515	\$ 342,515	\$ (40,566)	-10.6%
11802 Community Development Expense									
11802 524500	Comm Develop R&M Office Equip	\$ 5,698	\$ 6,445	\$ 5,330	\$ 7,200	\$ 7,200	\$ 7,200	\$ -	0.0%
11802 530000	Comm Develop Prof & Tech Exp	\$ 11,505	\$ 15,302	\$ 14,588	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%
11802 530016	Conferences & Professional Dev	\$ -	\$ 2,977	\$ 1,868	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11802 531900	Comm Develop Prof Serv Advert	\$ 412	\$ 750	\$ 87	\$ 750	\$ 750	\$ 750	\$ -	0.0%
11802 532000	Comm DvlpTuition	\$ -	\$ -	\$ -	\$ 600	\$ 1,000	\$ 1,000	\$ 400	66.7%
11802 534100	Comm Develop Telephone Expen	\$ 810	\$ 1,282	\$ 1,293	\$ 1,680	\$ 1,680	\$ 1,680	\$ -	0.0%
11802 534600	Comm Develop Printand Mail Exp	\$ 407	\$ 425	\$ 425	\$ 450	\$ 500	\$ 500	\$ 50	11.1%
11802 542100	Comm Develop Office Supp Exp	\$ 2,325	\$ 2,331	\$ 2,315	\$ 2,400	\$ 2,450	\$ 2,450	\$ 50	2.1%
11802 552900	Comm Develop Books Expense	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ -	0.0%
11802 571000	Comm Develop In state Travel	\$ 1,463	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11802 573000	Comm Develop Duesand Memb E	\$ 2,084	\$ 1,451	\$ 1,480	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
TOTAL	Community Development Ex	\$ 25,053	\$ 31,312	\$ 27,736	\$ 33,630	\$ 34,130	\$ 34,130	\$ 500	1.5%
12411 Building Inspection Salary									
12411 511000	Building Inspection FT Salary	\$ 115,769	\$ 92,595	\$ 141,195	\$ 157,509	\$ 160,769	\$ 160,769	\$ 3,260	2.1%
12411 511100	Building Inspection PT Salary	\$ 29,703	\$ 33,418	\$ 39,117	\$ 39,959	\$ 40,758	\$ 40,758	\$ 799	2.0%
12411 513000	Building Inspections Overtime	\$ 417	\$ 4,346	\$ 1,350	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12411 514105	Eyeglass Reimbursement	\$ -	\$ -	\$ 160	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12411 514800	Building Inspection Longevity	\$ 331	\$ 331	\$ 544	\$ 581	\$ 656	\$ 656	\$ 75	12.9%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12411 517000	Building Inspection Health Ins	\$ 32,570	\$ 28,305	\$ 28,240	\$ 30,785	\$ -	\$ -	\$ (30,785)	-100.0%
12411 517800	Building Inspection Medicare	\$ 2,384	\$ 2,453	\$ 2,548	\$ 2,739	\$ -	\$ -	\$ (2,739)	-100.0%
12411 519900	Bldg Inspect - Uniform Allow	\$ 216	\$ 1,350	\$ 1,046	\$ 1,350	\$ 1,350	\$ 1,350	\$ -	0.0%
TOTAL	Building Inspection Sala	\$ 181,391	\$ 162,798	\$ 214,200	\$ 235,423	\$ 206,033	\$ 206,033	\$ (29,390)	-12.5%
12412 Building Inspection Expense									
12412 524500	Building Inspection R&M Off Eq	\$ 26	\$ 69	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0.0%
12412 530000	Bldg Inspect Prof & Tech Svcs	\$ 5,400	\$ 6,400	\$ 13,340	\$ 20,000	\$ 33,000	\$ 20,000	\$ -	0.0%
12412 531300	Bldg Joint Inspection Program	\$ 78,729	\$ 82,000	\$ 83,894	\$ 90,000	\$ 91,000	\$ 91,000	\$ 1,000	1.1%
12412 532000	Bldg Insp Tuition	\$ 930	\$ 100	\$ -	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
12412 534100	Telephone Bldg Insp	\$ 1,880	\$ 1,920	\$ 1,920	\$ 1,920	\$ 1,920	\$ 1,920	\$ -	0.0%
12412 534600	Bldg Insp Printing & Mailing	\$ 486	\$ 298	\$ 500	\$ 650	\$ 700	\$ 700	\$ 50	7.7%
12412 542100	Building Inspection Office Sup	\$ 750	\$ 750	\$ 750	\$ 750	\$ 800	\$ 800	\$ 50	6.7%
12412 552900	Books and Periodicals	\$ -	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ -	0.0%
12412 571000	Bldg Insp In State Travel Exp	\$ 461	\$ 411	\$ 596	\$ 1,070	\$ 1,070	\$ 1,070	\$ -	0.0%
12412 573000	Bldg Insp Dues and Membership	\$ 450	\$ 590	\$ 450	\$ 800	\$ 800	\$ 800	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Building Inspection Expe	\$ 89,111	\$ 92,887	\$ 101,799	\$ 117,940	\$ 132,040	\$ 119,040	\$ 1,100	0.9%
	14111 Engineering Services Salary								
14111 511000	Engineering Services FT Salary	\$ 68,134	\$ 52,160	\$ 74,352	\$ 81,578	\$ 168,210	\$ 83,210	\$ 1,632	2.0%
14111 511100	Engineering Services PT Salary	\$ 23,739	\$ 20,735	\$ 19,610	\$ 25,000	\$ 25,500	\$ 25,500	\$ 500	2.0%
14111 513000	Engineering Services OT Salary	\$ 3,329	\$ 2,609	\$ 3,262	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
14111 517000	Engineering Svcs Health Ins	\$ 16,285	\$ 16,285	\$ 5,775	\$ 5,775	\$ -	\$ -	\$ (5,775)	-100.0%
14111 517800	Engineering Services Medicare	\$ 1,394	\$ 1,489	\$ 1,455	\$ 1,541	\$ -	\$ -	\$ (1,541)	-100.0%
14111 519900	Engineering Svcs Uniform Allow	\$ 675	\$ 675	\$ 500	\$ 675	\$ 675	\$ 675	\$ -	0.0%
TOTAL	Engineering Services Sal	\$ 113,557	\$ 93,952	\$ 104,954	\$ 119,569	\$ 199,385	\$ 114,385	\$ (5,184)	-4.3%
	14112 Engineering Services Expense								
14112 524303	Rock Meadow Maintenance	\$ -	\$ 6,775	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
14112 524500	Engineering Svcs R&M Office Eq	\$ -	\$ -	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	0.0%
14112 532000	Eng Svcs Tuition	\$ -	\$ -	\$ -	\$ 600	\$ 600	\$ 600	\$ -	0.0%
14112 534100	Telephone	\$ -	\$ 480	\$ 480	\$ 480	\$ 480	\$ 480	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
14112 534600	Printing and Mailing	\$ -	\$ 400	\$ 61	\$ 400	\$ 400	\$ 400	\$ -	0.0%
14112 542900	Engineering & Drafting Sup	\$ 135	\$ 186	\$ 300	\$ 300	\$ 300	\$ 300	\$ -	0.0%
14112 571000	Eng Svcs In State Travel Exp	\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ 2,000	\$ 1,850	1233.3%
14112 573000	Engineering Svcs Dues and Memk	\$ -	\$ -	\$ -	\$ 60	\$ 60	\$ 60	\$ -	0.0%
TOTAL	Engineering Services Expense	\$ 135	\$ 7,841	\$ 8,040	\$ 9,190	\$ 9,190	\$ 11,040	\$ 1,850	20.1%
TOTAL SALARIES		\$ 769,796	\$ 789,662	\$ 919,312	\$ 991,546	\$ 978,567	\$ 893,567	\$ (97,978)	-9.9%
TOTAL EXPENSES		\$ 124,701	\$ 142,646	\$ 164,546	\$ 190,710	\$ 205,410	\$ 194,260	\$ 3,550	1.9%
		\$ 894,497	\$ 932,308	\$ 1,083,858	\$ 1,182,256	\$ 1,183,977	\$ 1,087,827	\$ (94,428)	-8.0%
GRAND TOTAL		\$ 894,497	\$ 932,308	\$ 1,083,858	\$ 1,182,256	\$ 1,183,977	\$ 1,087,827	\$ (94,428)	-8.0%
								\$ (94,428)	
14211 Public Works Admin Salar									
14211 511000	Public Works Admin Salary	\$ 253,888	\$ 261,411	\$ 269,414	\$ 282,125	\$ 287,708	\$ 287,708	\$ 5,583	2.0%
14211 514001	PW Personal Day Paid	\$ 1,997	\$ 1,518	\$ 719	\$ 2,170	\$ 2,213	\$ 2,213	\$ 43	2.0%
14211 514400	PW Admin Meal Allowance	\$ 240	\$ 310	\$ 390	\$ 400	\$ 400	\$ 400	\$ -	0.0%
14211 514800	Public Works Admin Longevity	\$ 600	\$ 600	\$ 775	\$ 725	\$ 875	\$ 875	\$ 150	20.7%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
14211 517000	Public Works Admin Health Ins	\$ 48,855	\$ 48,855	\$ 50,070	\$ 54,585	\$ -	\$ -	\$ (54,585)	-100.0%
14211 517800	Public Works Admin Medicare	\$ 3,736	\$ 3,873	\$ 3,946	\$ 4,086	\$ -	\$ -	\$ (4,086)	-100.0%
14211 519001	Working Out of Grade	\$ -	\$ 329	\$ 94	\$ 650	\$ 650	\$ -	\$ (650)	-100.0%
14211 519700	PW Admin Tuition Reimbursemer	\$ 1,300	\$ 505	\$ 324	\$ 1,620	\$ -	\$ -	\$ (1,620)	-100.0%
TOTAL	Public Works Admin Salar	\$ 310,616	\$ 317,402	\$ 325,732	\$ 346,361	\$ 291,846	\$ 291,196	\$ (55,165)	-15.9%
14212 519700	PW Admin Tuition Reimbursement					\$ 1,620	\$ 1,620	\$ 1,620	#DIV/0!
14212 530001	Public Wks Adm - Medical Rep	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ -	0.0%
14212 531700	PW Prof Serv Employee Training	\$ 1,446	\$ 1,527	\$ 1,595	\$ 1,595	\$ 1,595	\$ 1,595	\$ -	0.0%
14212 531900	PW Admin Prof Serv Advertising	\$ 1,006	\$ 584	\$ 1,185	\$ 1,185	\$ 1,185	\$ 1,185	\$ -	0.0%
14212 542100	PW Admin Office Supplies Exp	\$ 2,880	\$ 2,940	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
14212 553100	PW Admin Public Works Supplies	\$ 2,465	\$ 2,508	\$ 2,565	\$ 2,565	\$ 2,565	\$ 2,565	\$ -	0.0%
14212 571000	PW Admin In State Travel Exp	\$ 1,900	\$ 1,264	\$ 1,900	\$ 1,900	\$ 1,900	\$ 2,900	\$ 1,000	52.6%
14212 573000	PW Admin Dues and Memb Exp	\$ 729	\$ 770	\$ 733	\$ 785	\$ 785	\$ 785	\$ -	0.0%
TOTAL	Public Works Admin Expen	\$ 10,946	\$ 10,113	\$ 11,498	\$ 11,550	\$ 13,170	\$ 14,170	\$ 2,620	22.7%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
14221 Street Maintenance Salary									
14221 511000	Street Maintenance FT Salary	\$ 328,525	\$ 355,635	\$ 390,120	\$ 404,562	\$ 420,420	\$ 468,663	\$ 64,101	15.8%
14221 513000	Street Maintenance OT Salary	\$ 86,135	\$ 98,109	\$ 126,494	\$ 81,400	\$ 83,028	\$ 83,028	\$ 1,628	2.0%
14221 514000	Street On Call Pay	\$ 11,691	\$ 11,434	\$ 12,570	\$ 12,010	\$ 12,250	\$ 12,250	\$ 240	2.0%
14221 514800	Street Maintenance Longevity	\$ 1,550	\$ 1,550	\$ 1,925	\$ 2,025	\$ 2,475	\$ 2,475	\$ 450	22.2%
14221 515200	Street Availability Stipend	\$ 2,886	\$ 2,613	\$ 2,535	\$ 3,380	\$ 3,380	\$ 3,380	\$ -	0.0%
14221 515500	Streets - CDL Stipend	\$ 2,400	\$ 1,605	\$ 2,600	\$ 2,600	\$ 2,600	\$ 3,900	\$ 1,300	50.0%
14221 517000	Street Maintenance Health Ins	\$ 54,865	\$ 54,865	\$ 39,540	\$ 43,105	\$ -	\$ -	\$ (43,105)	-100.0%
14221 517800	Street Maintenance Medicare	\$ 6,683	\$ 7,067	\$ 7,309	\$ 7,474	\$ -	\$ -	\$ (7,474)	-100.0%
14221 519001	Street Out of Grade	\$ 7,126	\$ 6,291	\$ 4,573	\$ 7,140	\$ 7,283	\$ 7,283	\$ 143	2.0%
14221 519900	Streets - Uniform Allowance	\$ 2,315	\$ 2,315	\$ 1,495	\$ 2,315	\$ 2,315	\$ 3,135	\$ 820	35.4%
TOTAL	Street Maintenance Salar	\$ 504,177	\$ 541,484	\$ 589,160	\$ 566,011	\$ 533,751	\$ 584,114	\$ 18,103	3.2%
14222 Street Maintenance Expense									
14222 524500	Streets-Rep & Maint Radios	\$ 2,952	\$ 3,530	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0.0%
14222 525100	Streets - Road Maintenance	\$ 82,203	\$ 70,669	\$ 70,485	\$ 72,510	\$ 72,510	\$ 72,510	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
14222 529700	Street Soil Removal & Disp	\$ 9,940	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
14222 531600	Street Maint - Pol Details	\$ -	\$ 1,994	\$ 399	\$ 5,240	\$ 5,345	\$ 5,345	\$ 105	2.0%
14222 534100	Telephone	\$ -	\$ -	\$ 960	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
14222 550000	Streets Medical Supplies	\$ 675	\$ 743	\$ 765	\$ 765	\$ 765	\$ 765	\$ -	0.0%
14222 553100	Street Maintenance PW Supp Exp	\$ 11,548	\$ 10,420	\$ 16,070	\$ 12,260	\$ 12,260	\$ 16,710	\$ 4,450	36.3%
14222 553300	StreetMaint PW Signs and Lines	\$ 47,573	\$ 50,334	\$ 51,758	\$ 54,090	\$ 56,795	\$ 56,795	\$ 2,705	5.0%
14222 553400	StreetMaint PW Sidewalk Repair	\$ 34,672	\$ 12,209	\$ 19,315	\$ 18,150	\$ 18,150	\$ 18,150	\$ -	0.0%
TOTAL	Street Maintenance Expen	\$ 189,563	\$ 149,898	\$ 173,352	\$ 177,615	\$ 180,425	\$ 184,875	\$ 7,260	4.1%
14231 Snow & Ice Salary									
14231 513000	Snow Removal - Overtime	\$ 155,265	\$ 260,651	\$ 287,856	\$ 115,190	\$ 117,494	\$ 117,494	\$ 2,304	2.0%
14231 514000	Snow On Call OT	\$ 13,148	\$ 12,479	\$ 13,480	\$ 11,720	\$ 11,955	\$ 11,955	\$ 235	2.0%
TOTAL	Snow & Ice Salary	\$ 168,413	\$ 273,130	\$ 301,336	\$ 126,910	\$ 129,449	\$ 129,449	\$ 2,539	2.0%
14232 Snow & Ice Expense									

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
14232 524400	Snow R&M Vehicle	\$ 32,173	\$ 78,973	\$ 68,546	\$ 46,310	\$ 46,310	\$ 46,310	\$ -	0.0%
14232 529100	Snow Snow Removal Contractors	\$ 101,078	\$ 372,858	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
14232 529101	Snow Removal Contractor	\$ -	\$ -	\$ 480,937	\$ 180,100	\$ 185,505	\$ 180,100	\$ -	0.0%
14232 531600	Snow & Ice - Police Details	\$ -	\$ -	\$ 3,459	\$ 16,145	\$ 16,470	\$ 16,470	\$ 325	2.0%
14232 553100	Snow PW Supp Exp - sand & salt	\$ 306,867	\$ 330,446	\$ 323,445	\$ 392,000	\$ 392,000	\$ 392,000	\$ -	0.0%
TOTAL	Snow & Ice Expense	\$ 440,119	\$ 782,276	\$ 876,388	\$ 634,555	\$ 640,285	\$ 634,880	\$ 325	0.1%
14242 Street Lighting Expense									
14242 522500	Street Lighting Expense	\$ 286,945	\$ 237,628	\$ 338,618	\$ 331,070	\$ 331,070	\$ 331,070	\$ -	0.0%
TOTAL	Street Lighting Expense	\$ 286,945	\$ 237,628	\$ 338,618	\$ 331,070	\$ 331,070	\$ 331,070	\$ -	0.0%
14251 Central Fleet Maint Salary									
14251 511000	CF Maintenance FT Salary	\$ 230,562	\$ 229,900	\$ 240,410	\$ 270,011	\$ 275,565	\$ 275,565	\$ 5,554	2.1%
14251 514800	CF Maintenance Longevity	\$ 1,750	\$ 1,450	\$ 1,975	\$ 2,225	\$ 1,575	\$ 1,575	\$ (650)	-29.2%
14251 515200	CF Maint Availability Stipend	\$ 3,081	\$ 2,873	\$ 3,120	\$ 3,380	\$ 3,380	\$ 3,380	\$ -	0.0%
14251 515500	Fleet Maint CDL Stipend	\$ 3,810	\$ 3,910	\$ 3,900	\$ 3,900	\$ 3,900	\$ 3,900	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
14251 517000	CF Maintenance Health Ins	\$ 65,140	\$ 65,140	\$ 65,720	\$ 71,640	\$ -	\$ -	\$ (71,640)	-100.0%
14251 517800	CF Maintenance Medicare	\$ 4,004	\$ 4,022	\$ 3,992	\$ 4,164	\$ -	\$ -	\$ (4,164)	-100.0%
14251 519001	CFM Working Out of Grade Sal	\$ 1,053	\$ 1,409	\$ 1,155	\$ 1,430	\$ 1,430	\$ 1,430	\$ -	0.0%
14251 519900	Fleet Maint Uniform Allowance	\$ 2,947	\$ 2,375	\$ 2,630	\$ 2,630	\$ 3,135	\$ 3,135	\$ 505	19.2%
14251 519901	Tool Allowance for Mechanics	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ -	0.0%
TOTAL	Central Fleet Maint Sala	\$ 312,947	\$ 311,680	\$ 323,503	\$ 359,980	\$ 289,585	\$ 289,585	\$ (70,395)	-19.6%
14252 Central Fleet Maint Expense									
14252 524400	CF Repair & Maintenance	\$ 22,440	\$ 9,553	\$ 9,655	\$ 12,100	\$ 12,100	\$ 12,100	\$ -	0.0%
14252 548000	CF Maintenance Veh Supp Exp	\$ 54,417	\$ 53,132	\$ 56,479	\$ 59,020	\$ 59,020	\$ 59,020	\$ -	0.0%
14252 548700	CF Maint Supp Oil & Lube	\$ 8,484	\$ 7,798	\$ 8,871	\$ 9,565	\$ 9,565	\$ 9,565	\$ -	0.0%
14252 548800	CF Maint Supp Tires and Tubes	\$ 9,790	\$ 11,218	\$ 9,577	\$ 11,255	\$ 11,255	\$ 11,255	\$ -	0.0%
14252 548900	CF Maint Unleaded Fuel	\$ 45,009	\$ 54,957	\$ 70,121	\$ 66,010	\$ 66,010	\$ 66,010	\$ -	0.0%
14252 553100	CFM Public Works Supplies Exp	\$ 44,210	\$ 45,171	\$ 46,444	\$ 48,635	\$ 48,635	\$ 48,635	\$ -	0.0%
14252 558200	CFM - Other Supplies-Uniforms	\$ 3,975	\$ 4,019	\$ 4,556	\$ 4,825	\$ 4,825	\$ 4,825	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Central Fleet Maint Expe	\$ 188,324	\$ 185,849	\$ 205,703	\$ 211,410	\$ 211,410	\$ 211,410	\$ -	0.0%
	14253 Central Fleet Maint Capital								
14253 587200	CFM Capital Outlay Other	\$ 14,831	\$ 70,979	\$ 37,509	\$ 47,385	\$ 47,385	\$ 47,385	\$ -	0.0%
TOTAL	Central Fleet Maint Capi	\$ 14,831	\$ 70,979	\$ 37,509	\$ 47,385	\$ 47,385	\$ 47,385	\$ -	0.0%
	14261 Forestry Salary								
14261 511000	Forestry Full Time Salary	\$ 40,216	\$ 34,801	\$ 25,497	\$ 43,493	\$ 44,449	\$ 44,449	\$ 956	2.2%
14261 515500	Forestry CDL Stipend	\$ 1,310	\$ 505	\$ 175	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%
14261 517000	Forestry Health Insurance	\$ 6,010	\$ 6,010	\$ 6,010	\$ 6,295	\$ -	\$ -	\$ (6,295)	-100.0%
14261 517800	Forestry Medicare	\$ 616	\$ 650	\$ 616	\$ 647	\$ -	\$ -	\$ (647)	-100.0%
14261 519900	Forestry Uniform Allowance	\$ 820	\$ 820	\$ -	\$ 820	\$ 820	\$ 820	\$ -	0.0%
TOTAL	Forestry Salary	\$ 48,972	\$ 42,786	\$ 32,298	\$ 52,555	\$ 46,569	\$ 46,569	\$ (5,986)	-11.4%
	14262 Forestry Expense								
14262 530000	Forestry Prof and Tech Svcs	\$ 12,154	\$ 13,000	\$ 18,680	\$ 14,070	\$ 14,070	\$ 14,070	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
14262 530002	Forestry Contractors Labor	\$ 235,890	\$ 239,605	\$ 242,905	\$ 222,205	\$ 233,315	\$ 233,315	\$ 11,110	5.0%
14262 530003	Forestry Tree Warden	\$ 25,725	\$ 26,234	\$ 26,759	\$ 27,568	\$ 28,395	\$ 28,395	\$ 827	3.0%
14262 531600	Forestry Prof Serv Police Det	\$ 2,912	\$ 1,670	\$ 1,827	\$ 6,330	\$ 6,460	\$ 6,460	\$ 130	2.1%
14262 571000	Forestry In State Travel Exp	\$ -	\$ 190	\$ 268	\$ 195	\$ 195	\$ 195	\$ -	0.0%
14262 573000	Forestry Dues and Memb Exp	\$ 85	\$ 125	\$ 125	\$ 130	\$ 130	\$ 130	\$ -	0.0%
TOTAL	Forestry Expense	\$ 276,766	\$ 280,823	\$ 290,564	\$ 270,498	\$ 282,565	\$ 282,565	\$ 12,067	4.5%
14331 Collection & Disposal Salary									
14331 511000	Collect & Disposal FT Salary	\$ 46,621	\$ 46,645	\$ 43,452	\$ 43,493	\$ 44,388	\$ 44,388	\$ 895	2.1%
14331 511100	SW Coord Part Time Salaries	\$ 25,870	\$ 40,203	\$ 41,142	\$ 42,965	\$ 43,660	\$ 43,660	\$ 695	1.6%
14331 513000	Collect & Disposal OT Salary	\$ 492	\$ 1,694	\$ 2,729	\$ 3,900	\$ 3,978	\$ 7,518	\$ 3,618	92.8%
14331 513001	Collect & Disposal Leaf Coll O	\$ 2,383	\$ 2,326	\$ 2,746	\$ 3,540	\$ 3,540	\$ -	\$ (3,540)	-100.0%
14331 514800	Collect & Disposal Longevity	\$ 300	\$ 300	\$ 367	\$ 300	\$ -	\$ -	\$ (300)	-100.0%
14331 515500	Coll & Disp - CDL stipend	\$ 1,310	\$ 1,305	\$ 675	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%
14331 517000	Collect & Disposal Health Ins	\$ 6,010	\$ 6,010	\$ 6,160	\$ 6,295	\$ -	\$ -	\$ (6,295)	-100.0%
14331 517800	Collection & Disposal Medicare	\$ 1,106	\$ 1,291	\$ 1,419	\$ 1,363	\$ -	\$ -	\$ (1,363)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
14331 519900	Coll & Disp -Uniform Allowance	\$ 820	\$ 820	\$ 1,025	\$ 820	\$ 820	\$ 820	\$ -	0.0%
TOTAL	Collection & Disposal Sa	\$ 84,913	\$ 100,594	\$ 99,715	\$ 103,976	\$ 97,686	\$ 97,686	\$ (6,290)	-6.0%
14332 Collection & Disposal Expense									
14332 529000	Transfer Station Site Maint	\$ 20,080	\$ 20,881	\$ -	\$ 22,235	\$ 22,235	\$ 22,235	\$ -	0.0%
14332 529100	Trash Collection & Disposal	\$ 970,675	\$ 1,068,273	\$ 1,108,479	\$ 1,079,710	\$ 1,151,532	\$ 1,151,532	\$ 71,822	6.7%
14332 529400	Collection & Disp Recycling	\$ 376,285	\$ 404,664	\$ 416,805	\$ 741,850	\$ 741,940	\$ 741,940	\$ 90	0.0%
14332 529402	Outside Processing -Recycle	\$ -	\$ -	\$ 25,062	\$ 105,000	\$ 118,560	\$ 118,560	\$ 13,560	12.9%
14332 529403	Trash Overflow Bags	\$ -	\$ -	\$ 32,000	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	#DIV/0!
14332 529500	Solid Waste Collect & Disposal	\$ 420,933	\$ 464,633	\$ 488,841	\$ 576,640	\$ 591,090	\$ 591,090	\$ 14,450	2.5%
14332 529600	C&D Leaf and Yard Waste Exp	\$ 317,532	\$ 341,856	\$ 352,110	\$ 347,355	\$ 343,522	\$ 343,522	\$ (3,833)	-1.1%
14332 534100	Telephone	\$ -	\$ -	\$ 960	\$ 1,050	\$ 1,050	\$ 1,050	\$ -	0.0%
14332 545900	Recycling Bins	\$ -	\$ 3,775	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
14332 545901	Hazardous Waste	\$ -	\$ 5,575	\$ 10,579	\$ 12,730	\$ 12,730	\$ 12,730	\$ -	0.0%
14332 553100	C&D Public Works Supplies	\$ 14,103	\$ 55,881	\$ 16,463	\$ 22,890	\$ 22,890	\$ 22,890	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Collection & Disposal Ex	\$ 2,119,608	\$ 2,365,539	\$ 2,451,298	\$ 2,909,460	\$ 3,008,049	\$ 3,008,049	\$ 98,589	3.4%
	14911 Cemetery Salary								
14911 511000	Cemetery Full Time Salary	\$ 271,752	\$ 259,051	\$ 254,090	\$ 279,355	\$ 272,408	\$ 272,408	\$ (6,947)	-2.5%
14911 511100	Cemetery Part Time Salary	\$ 43,821	\$ 41,506	\$ 44,178	\$ 47,352	\$ 48,260	\$ 48,260	\$ 908	1.9%
14911 513000	Cemetery Overtime Salary	\$ 12,102	\$ 13,843	\$ 11,828	\$ 19,090	\$ 19,472	\$ 19,472	\$ 382	2.0%
14911 514001	Cemetery Personal Day Paid	\$ -	\$ -	\$ -	\$ 1,275	\$ 1,275	\$ 1,275	\$ -	0.0%
14911 514800	Cemetery Longevity	\$ 1,575	\$ 1,450	\$ 1,888	\$ 2,050	\$ 1,700	\$ 1,700	\$ (350)	-17.1%
14911 515500	Cemetery CDL Stipend	\$ 5,165	\$ 5,220	\$ 4,375	\$ 5,200	\$ 5,200	\$ 5,200	\$ -	0.0%
14911 517000	Cemetery Health Insurance	\$ 32,570	\$ 48,855	\$ 50,070	\$ 54,585	\$ -	\$ -	\$ (54,585)	-100.0%
14911 517800	Cemetery Medicare	\$ 4,944	\$ 5,078	\$ 5,104	\$ 5,183	\$ -	\$ -	\$ (5,183)	-100.0%
14911 519001	Cemetery Working Out of Grade	\$ 3,760	\$ 2,019	\$ 1,793	\$ 3,330	\$ 3,330	\$ -	\$ (3,330)	-100.0%
14911 519700	Cemetery Tuition Reimbursemen	\$ -	\$ -	\$ -	\$ 750	\$ -	\$ -	\$ (750)	-100.0%
14911 519900	Cemetery - Uniform Allowance	\$ 3,417	\$ 3,280	\$ 3,622	\$ 3,280	\$ 3,280	\$ 3,280	\$ -	0.0%
TOTAL	Cemetery Salary	\$ 379,107	\$ 380,302	\$ 376,948	\$ 421,450	\$ 354,925	\$ 351,595	\$ (69,855)	-16.6%
	14912 Cemetery Expense								

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
14912 519700	Cemetery Tuition Reimbursemen	\$ -	\$ -	\$ -	\$ 750	\$ 750	\$ 750	\$ -	0.0%
14912 522900	Cemetery Electricity	\$ -	\$ 671	\$ 491	\$ -	\$ -	\$ -	\$ -	#DIV/0!
14912 523100	Cemetery Water	\$ 807	\$ 2,084	\$ 1,989	\$ 2,125	\$ 2,125	\$ 2,125	\$ -	0.0%
14912 524500	Cemetery R&M Office Equipment	\$ 4,706	\$ 1,288	\$ 3,143	\$ 4,560	\$ 4,560	\$ 4,560	\$ -	0.0%
14912 529700	Cemetery Soil Removal & Disp	\$ -	\$ -	\$ 6,860	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
14912 534200	Cemetery Communicat Serv	\$ 3,467	\$ 3,802	\$ 3,523	\$ 4,985	\$ 4,985	\$ 4,985	\$ -	0.0%
14912 542100	Cemetery Office Supplies Exp	\$ 947	\$ 882	\$ 1,101	\$ 1,155	\$ 1,155	\$ 1,155	\$ -	0.0%
14912 543000	Cemetery Bldg Maint Supplies	\$ 523	\$ 604	\$ 490	\$ 1,030	\$ 1,030	\$ 1,030	\$ -	0.0%
14912 546000	Cem Groundskeeping Supp-GM	\$ 18,152	\$ 25,430	\$ 22,931	\$ 21,035	\$ 21,035	\$ 21,035	\$ -	0.0%
14912 546001	Cem Groundskeeping Supp-HM	\$ 10,018	\$ 15,203	\$ 13,767	\$ 14,620	\$ 14,620	\$ 14,620	\$ -	0.0%
14912 548000	Cemetery Vehicle Supplies Exp	\$ 13,871	\$ 8,036	\$ 7,883	\$ 8,530	\$ 8,530	\$ 8,530	\$ -	0.0%
14912 548900	Cemetery Unleaded Fuel	\$ 2,865	\$ 2,204	\$ 2,382	\$ 3,470	\$ 3,470	\$ 3,470	\$ -	0.0%
14912 548901	Cemetery Diesel Fuel	\$ 1,857	\$ 1,463	\$ 1,467	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
14912 558200	Cemetery Uniform Supp Exp	\$ -	\$ -	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0.0%
14912 573000	Cemetery Dues and Memb Exp	\$ -	\$ -	\$ -	\$ 90	\$ 90	\$ 90	\$ -	0.0%
14912 573100	Cemetery Licenses & Certif	\$ 610	\$ 320	\$ 354	\$ 375	\$ 375	\$ 375	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Cemetery Expense	\$ 57,823	\$ 61,987	\$ 66,382	\$ 74,675	\$ 75,425	\$ 75,425	\$ 750	1.0%
	14913 Cemetery-Capital								
14913 587000	Cemetery Replace Equipment	\$ 16,544	\$ 7,770	\$ 15,794	\$ 18,205	\$ 18,205	\$ 18,205	\$ -	0.0%
TOTAL	Cemetery-Capital	\$ 16,544	\$ 7,770	\$ 15,794	\$ 18,205	\$ 18,205	\$ 18,205	\$ -	0.0%
	16501 Parks Salary								
16501 511000	Parks Full Time Salary	\$ 257,091	\$ 253,647	\$ 239,853	\$ 267,773	\$ 273,988	\$ 273,988	\$ 6,215	2.3%
16501 511100	Parks Part Time Salary	\$ 28,401	\$ 22,876	\$ 22,056	\$ 28,320	\$ 28,320	\$ 28,320	\$ -	0.0%
16501 513000	Parks Overtime Salary	\$ 5,881	\$ 1,802	\$ 737	\$ 9,460	\$ 9,649	\$ 9,649	\$ 189	2.0%
16501 513002	Parks Scheduled OT	\$ 32,588	\$ 40,891	\$ 43,957	\$ 51,705	\$ 52,739	\$ 52,739	\$ 1,034	2.0%
16501 514001	Parks -Personal Day Paid	\$ -	\$ 1,223	\$ 2,802	\$ 2,005	\$ 2,005	\$ 2,005	\$ -	0.0%
16501 514800	Parks & Fac Longevity	\$ 1,150	\$ 1,696	\$ 850	\$ 1,050	\$ 1,300	\$ 1,300	\$ 250	23.8%
16501 515500	Parks CDL Stipend	\$ 4,230	\$ 5,290	\$ 4,200	\$ 5,200	\$ 5,200	\$ 5,200	\$ -	0.0%
16501 517000	Parks Health Insurance	\$ 71,150	\$ 71,150	\$ 72,920	\$ 31,205	\$ -	\$ -	\$ (31,205)	-100.0%
16501 517800	Parks Medicare	\$ 5,276	\$ 5,409	\$ 5,493	\$ 5,366	\$ -	\$ -	\$ (5,366)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16501 519001	Park & Fac Working out Grade	\$ 4,983	\$ 1,211	\$ 1,156	\$ 3,250	\$ 3,250	\$ -	\$ (3,250)	-100.0%
16501 519700	Tuition Reimbursement	\$ -	\$ 690	\$ 164	\$ 750	\$ -	\$ -	\$ (750)	-100.0%
16501 519900	Parks Uniform Allowance	\$ 3,280	\$ 4,305	\$ 2,938	\$ 3,280	\$ 3,280	\$ 3,280	\$ -	0.0%
TOTAL	Parks Salary	\$ 414,030	\$ 410,189	\$ 397,127	\$ 409,364	\$ 379,731	\$ 376,481	\$ (32,883)	-8.0%
16502 Parks Expense									
16502 519700	Tuition Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ 750	\$ 750	#DIV/0!
16502 522900	Parks Electricity Expense	\$ 10,214	\$ 10,026	\$ 9,775	\$ 14,945	\$ 15,545	\$ 15,545	\$ 600	4.0%
16502 523100	Parks Water Expense	\$ 14,005	\$ 284	\$ 8,359	\$ 6,740	\$ 6,740	\$ 6,740	\$ -	0.0%
16502 524300	Parks R&M Bldgs and Grounds	\$ 5,289	\$ 1,553	\$ 1,073	\$ 1,360	\$ 1,360	\$ 1,360	\$ -	0.0%
16502 524301	Repair& Maint Contractual Sers	\$ 28,310	\$ 44,517	\$ 20,997	\$ 37,925	\$ 37,925	\$ 37,925	\$ -	0.0%
16502 524302	Repair & Maint Synthetic	\$ 4,395	\$ 500	\$ 9,779	\$ 8,180	\$ 8,180	\$ 8,180	\$ -	0.0%
16502 524400	Parks R&M Vehicles	\$ 25,378	\$ 24,849	\$ 24,009	\$ 25,315	\$ 25,315	\$ 25,315	\$ -	0.0%
16502 530000	Harris Park - Service Contract	\$ 408	\$ 3,625	\$ -	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	0.0%
16502 534100	Parks Telephone Expense	\$ 2,629	\$ 2,098	\$ 2,801	\$ 4,605	\$ 4,605	\$ 4,605	\$ -	0.0%
16502 542100	Parks Office Supplies Expense	\$ 1,499	\$ 449	\$ 396	\$ 390	\$ 390	\$ 390	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
16502 543100	Chain Link Fencing	\$ 9,990	\$ 3,500	\$ 4,820	\$ 10,335	\$ 10,335	\$ 10,335	\$ -	0.0%
16502 546000	Parks & Fac-Groundskeeping Sup	\$ 18,307	\$ 15,989	\$ 24,586	\$ 26,960	\$ 26,960	\$ 26,960	\$ -	0.0%
16502 548900	Parks Unleaded Fuel	\$ 7,232	\$ 5,125	\$ 6,155	\$ 9,035	\$ 9,035	\$ 9,035	\$ -	0.0%
TOTAL	Parks Expense	\$ 127,655	\$ 112,516	\$ 112,749	\$ 152,290	\$ 153,640	\$ 153,640	\$ 1,350	0.9%
16503 Parks & Fac Capital Exp									
16503 585000	Parks & Fac-Add'l Equip	\$ 12,281	\$ 4,932	\$ 9,062	\$ 14,290	\$ 14,290	\$ 14,290	\$ -	0.0%
TOTAL	Parks & Fac Capital Exp	\$ 12,281	\$ 4,932	\$ 9,062	\$ 14,290	\$ 14,290	\$ 14,290	\$ -	0.0%
16511 Deltas Salary									
16511 511000	Deltas Full Time Salary	\$ 50,636	\$ 50,663	\$ 46,254	\$ 47,000	\$ 48,243	\$ -	\$ (47,000)	-100.0%
16511 514800	Deltas Longevity	\$ 300	\$ 350	\$ 450	\$ 550	\$ -	\$ -	\$ (550)	-100.0%
16511 515500	Deltas CDL Stipend	\$ 1,310	\$ 1,305	\$ 1,150	\$ 1,300	\$ 1,300	\$ -	\$ (1,300)	-100.0%
16511 517000	Deltas Health Insurance	\$ 6,010	\$ 16,285	\$ 16,690	\$ 18,195	\$ -	\$ -	\$ (18,195)	-100.0%
16511 517800	Deltas Medicare	\$ 770	\$ 785	\$ 779	\$ 812	\$ -	\$ -	\$ (812)	-100.0%
16511 519900	Delta Uniform Allowance	\$ 820	\$ 820	\$ 820	\$ 820	\$ 820	\$ -	\$ (820)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Deltas Salary	\$ 59,846	\$ 70,208	\$ 66,143	\$ 68,677	\$ 50,363	\$ -	\$ (68,677)	-100.0%
	16512 Deltas Expense								
16512 553100	Deltas Public Works Supplies	\$ 4,319	\$ 4,257	\$ 4,450	\$ 4,450	\$ 4,450	\$ -	\$ (4,450)	-100.0%
TOTAL	Deltas Expense	\$ 4,319	\$ 4,257	\$ 4,450	\$ 4,450	\$ 4,450	\$ -	\$ (4,450)	-100.0%
TOTAL SALARIES		\$ 2,283,021	\$ 2,447,774	\$ 2,511,960	\$ 2,455,284	\$ 2,173,905	\$ 2,166,675	\$ (288,609)	-11.8%
TOTAL EXPENSES		\$ 3,702,068	\$ 4,190,885	\$ 4,531,002	\$ 4,777,573	\$ 4,900,489	\$ 4,896,084	\$ 118,511	2.5%
TOTAL OVERLAY		\$ 43,656	\$ 83,682	\$ 62,364	\$ 79,880	\$ 79,880	\$ 79,880	\$ -	0.0%
		\$ 6,028,745	\$ 6,722,341	\$ 7,105,326	\$ 7,312,737	\$ 7,154,274	\$ 7,142,639	\$ (170,098)	-2.3%
GRAND TOTAL		\$ 6,028,745	\$ 6,722,341	\$ 7,105,326	\$ 7,312,737	\$ 7,154,274	\$ 7,142,639	\$ (170,098)	-2.3%
								\$ (170,098)	
	16311 Recreation Admin Salary								
16311 511000	Recreation Admin FT Salary	\$ 64,769	\$ 66,437	\$ 80,627	\$ 82,239	\$ -	\$ -	\$ (82,239)	-100.0%
16311 514800	Recreation Admin Longevity	\$ 750	\$ 1,238	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16311 517000	Recreation Admin Health Ins	\$ 6,010	\$ 6,010	\$ 6,160	\$ 6,715	\$ -	\$ -	\$ (6,715)	-100.0%
16311 517800	Parks Admin - Medicare	\$ 908	\$ 976	\$ 1,169	\$ 1,192	\$ -	\$ -	\$ (1,192)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Recreation Admin Salary	\$ 72,437	\$ 74,661	\$ 87,956	\$ 90,146	\$ -	\$ -	\$ (90,146)	-100.0%
	16312 Recreation Admin Expense								
16312 542100	Rec Admin Office Supp Exp	\$ 2,146	\$ 2,339	\$ 1,371	\$ 2,200	\$ -	\$ -	\$ (2,200)	-100.0%
16312 558900	Recreation Admin Other Expense	\$ 2,987	\$ 727	\$ 7,107	\$ 9,330	\$ -	\$ -	\$ (9,330)	-100.0%
TOTAL	Recreation Admin Expense	\$ 5,134	\$ 3,066	\$ 8,478	\$ 11,530	\$ -	\$ -	\$ (11,530)	-100.0%
	16321 Recreation Programs Salary								
16321 511000	Recreation Programs FT Salary	\$ 40,486	\$ 54,610	\$ 102,445	\$ 108,075	\$ 202,162	\$ 202,162	\$ 94,087	87.1%
16321 511100	Recreation Part Time Salary	\$ -	\$ -	\$ 11,514	\$ 26,726	\$ 30,481	\$ 30,481	\$ 3,755	14.0%
16321 511101	Rec Prog Sport PT Salary	\$ 45,400	\$ 42,996	\$ 13,046	\$ 23,093	\$ 17,500	\$ 17,500	\$ (5,593)	-24.2%
16321 511102	Rec Prog Spring PT Salary	\$ 710	\$ -	\$ 2,000	\$ 2,000	\$ 73,000	\$ 73,000	\$ 71,000	3550.0%
16321 511103	Rec Prog Summer PT Salary	\$ 133,975	\$ 184,748	\$ 149,476	\$ 176,017	\$ 192,000	\$ 192,000	\$ 15,983	9.1%
16321 511104	Rec Prog Fall/Winter PT Salary	\$ 118,656	\$ 113,914	\$ 100,082	\$ 120,923	\$ -	\$ -	\$ (120,923)	-100.0%
16321 511105	Rec Prog Skating Rink PT Sal	\$ 31,862	\$ 29,376	\$ 35,377	\$ 38,560	\$ 40,460	\$ 40,460	\$ 1,900	4.9%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
16321 511106	Rec Prog Camp PT Salary	\$ 104,748	\$ 88,723	\$ 90,994	\$ 104,354	\$ 110,200	\$ 110,200	\$ 5,846	5.6%
16321 517000	Recreation Prog Health Ins	\$ 16,285	\$ 6,010	\$ 16,320	\$ 13,010	\$ -	\$ -	\$ (13,010)	-100.0%
16321 517800	Recreation Programs Medicare	\$ 7,293	\$ 7,541	\$ 8,911	\$ 8,704	\$ -	\$ -	\$ (8,704)	-100.0%
16321 519001	Working Out of Grade	\$ 181	\$ 307	\$ 312	\$ 500	\$ -	\$ -	\$ (500)	-100.0%
TOTAL	Recreation Programs Sala	\$ 499,597	\$ 528,226	\$ 530,477	\$ 621,962	\$ 665,803	\$ 665,803	\$ 43,841	7.0%
16322 Recreation Programs Expense									
16322 522700	Oil Used for Heat	\$ 4,566	\$ 3,787	\$ 5,033	\$ 8,080	\$ 9,000	\$ 9,000	\$ 920	11.4%
16322 522900	Electricity	\$ 52,716	\$ 60,995	\$ 53,925	\$ 82,398	\$ 85,686	\$ 85,686	\$ 3,288	4.0%
16322 523100	Recreation Water	\$ 16,552	\$ 22,471	\$ 24,701	\$ 26,000	\$ 27,000	\$ 27,000	\$ 1,000	3.8%
16322 529300	Recreation Prog Custodial Svc	\$ 36,516	\$ 36,617	\$ 36,086	\$ 34,291	\$ 36,500	\$ 36,500	\$ 2,209	6.4%
16322 530000	Professional and Tech Services	\$ 802	\$ 8,200	\$ 3,321	\$ 8,500	\$ 8,500	\$ 8,500	\$ -	0.0%
16322 533000	Recreation Prog-Transportation	\$ 23,010	\$ 21,054	\$ 19,744	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
16322 534100	Recreation Prog Telephone Exp	\$ 438	\$ 363	\$ 1,095	\$ 1,530	\$ 1,530	\$ 1,530	\$ -	0.0%
16322 534700	Printing	\$ -	\$ -	\$ -	\$ 5,000	\$ 6,500	\$ 6,500		
16322 542100	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 2,250	\$ 2,250		

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16322 545001	Recreation Program Expenses	\$ 50,401	\$ 39,013	\$ 32,400	\$ 32,640	\$ 36,000	\$ 36,000	\$ 3,360	10.3%
16322 545002	Pool Supplies	\$ 22,935	\$ 42,221	\$ 64,542	\$ 32,322	\$ 60,000	\$ 60,000	\$ 27,678	85.6%
16322 545003	Skating Rink Supplies	\$ 43,744	\$ 56,360	\$ 56,899	\$ 55,000	\$ 60,000	\$ 60,000	\$ 5,000	9.1%
16322-000000	Facility Rentals	\$ -	\$ -	\$ -	\$ -	\$ 36,575	\$ 36,575		
16322 558900	Recreation-SPORT Expenses	\$ 2,255	\$ 4,499	\$ 4,308	\$ 6,000	\$ 9,797	\$ 9,797	\$ 3,797	63.3%
TOTAL	Recreation Programs Expe	\$ 253,936	\$ 295,581	\$ 302,054	\$ 321,761	\$ 409,338	\$ 409,338	\$ 87,577	27.2%
TOTAL SALARIES		\$ 572,035	\$ 602,887	\$ 618,433	\$ 712,108	\$ 665,803	\$ 665,803	\$ (46,305)	-6.5%
TOTAL EXPENSES		\$ 259,070	\$ 298,647	\$ 310,532	\$ 333,291	\$ 409,338	\$ 409,338	\$ 76,047	22.8%
		\$ 831,104	\$ 901,533	\$ 928,965	\$ 1,045,399	\$ 1,075,141	\$ 1,075,141	\$ 29,742	2.8%
GRAND TOTAL RECREATION		\$ 831,104	\$ 901,533	\$ 928,965	\$ 1,045,399	\$ 1,075,141	\$ 1,075,141	\$ 29,742	2.8%
								\$ 29,742	
11941 Facilities Dept System S									
11941 511000	Full Time Salaries	\$ 309,059	\$ 441,258	\$ 467,080	\$ 542,136	\$ 596,523	\$ 551,143	\$ 9,007	1.7%
11941 511100	Part Time Salaries	\$ 50,641	\$ 48,687	\$ 50,554	\$ 61,185	\$ -	\$ -	\$ (61,185)	-100.0%
11941 513000	Overtime	\$ 8,694	\$ 13,678	\$ 28,402	\$ 8,500	\$ 12,000	\$ 12,000	\$ 3,500	41.2%
11941 514800	Longevity	\$ 1,550	\$ 1,675	\$ 1,625	\$ 1,575	\$ 2,175	\$ 2,175	\$ 600	38.1%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11941 515200	Availability Stipend	\$ 786	\$ 703	\$ 925	\$ 1,040	\$ 1,040	\$ 1,040	\$ -	0.0%
11941 517000	Health Insurance	\$ 38,580	\$ 71,150	\$ 71,495	\$ 61,570	\$ -	\$ -	\$ (61,570)	-100.0%
11941 517800	Medicare	\$ 5,795	\$ 8,158	\$ 9,269	\$ 9,005	\$ -	\$ -	\$ (9,005)	-100.0%
11941 519001	Working Out of Grade	\$ 337	\$ 1,472	\$ 4,106	\$ 1,324	\$ 1,325	\$ 1,325	\$ 1	0.1%
11941 519700	Tuition Reimbursement	\$ 2,991	\$ 1,625	\$ 1,553	\$ -				
11941 519900	Uniform Allowance	\$ 2,460	\$ 2,460	\$ 2,743	\$ 3,280	\$ 3,280	\$ 3,280	\$ -	0.0%
TOTAL	Facilities Dept System S	\$ 420,893	\$ 590,865	\$ 637,751	\$ 689,615	\$ 616,343	\$ 570,963	\$ (118,652)	-17.2%
	Major Building Repair Systemwi								
11943 582600	Major Building Repairs	\$ 267,116	\$ 73,954	\$ 153,497	\$ -				
11943 585000	Additional Equipment		\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 25,000	\$ (25,000)	-50.0%
TOTAL	Major Building Repair Sy	\$ 267,116	\$ 73,954	\$ 153,497	\$ 50,000	\$ 50,000	\$ 25,000	\$ (25,000)	-50.0%
	11946 Facilities - Town Expenses								
11946 521100	Utilities ESCo Lease Payment	\$ 7,530	\$ 3,765	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11946 522700	Oil Used for Heat	\$ 45,113	\$ 42,870	\$ 62,102	\$ 57,750	\$ 62,107	\$ 55,000	\$ (2,750)	-4.8%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11946 522800	Natural Gas	\$ 35,942	\$ 40,370	\$ 73,338	\$ 47,250	\$ 73,338	\$ 50,310	\$ 3,060	6.5%
11946 522900	Electricity	\$ 275,257	\$ 260,625	\$ 264,402	\$ 315,000	\$ 327,285	\$ 327,285	\$ 12,285	3.9%
11946 523100	Water	\$ 22,385	\$ 30,421	\$ 30,239	\$ 28,402	\$ 30,250	\$ 28,402	\$ -	0.0%
11946 523101	Water Fire Protection Services	\$ 6,092	\$ 6,262	\$ 7,384	\$ 6,500	\$ 7,400	\$ 6,500	\$ -	0.0%
11946 523300	Diesel Fuel - generators	\$ 3,380	\$ 7,225	\$ 9,418	\$ 9,261	\$ 9,420	\$ 6,600	\$ (2,661)	-28.7%
11946 523400	Energy Conservations measures	\$ 23,108	\$ 121	\$ 40,632	\$ 32,530	\$ 40,650	\$ 30,000	\$ (2,530)	-7.8%
11946 524300	Repair & Maint Bldg/Grounds	\$ 70,261	\$ 31,962	\$ 109,924	\$ 55,000	\$ 110,000	\$ 55,000	\$ -	0.0%
11946 524301	Repair Contractual Services	\$ 279,294	\$ 100,330	\$ 262,225	\$ 82,000	\$ 135,515	\$ 135,515	\$ 53,515	65.3%
11946 524306	R&M HVAC Contract Services	\$ -	\$ -	\$ 103,612	\$ 93,000	\$ 107,189	\$ 107,189	\$ 14,189	15.3%
11946 524307	Pavement Maintenance	\$ -	\$ -	\$ 19,418	\$ 20,000	\$ 20,000	\$ 5,000	\$ (15,000)	-75.0%
11946 524400	Fleet Repair & Maint	\$ -	\$ -	\$ 5,080	\$ 2,000	\$ 5,000	\$ 5,000	\$ 3,000	150.0%
11946 527200	Rental of Office Equipment	\$ 14,429	\$ 17,159	\$ 14,395	\$ 18,400	\$ 15,000	\$ 15,000	\$ (3,400)	-18.5%
11946 527400	Equipment Rental	\$ -	\$ -	\$ 3,345	\$ 2,500	\$ 3,350	\$ 3,300	\$ 800	32.0%
11946-529300	Custodial Services (Contracted)	\$ -				\$ 137,200	\$ 137,200	\$ 137,200	#DIV/0!
11946 530000	Professional and Tech Services	\$ 3,887	\$ 6,675	\$ 11,365	\$ 19,000	\$ 12,000	\$ 8,000	\$ (11,000)	-57.9%
11946 532000	Tuition	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	#DIV/0!

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
11946 534100	Telephone	\$ 29,435	\$ 29,149	\$ 32,415	\$ 30,000	\$ 32,500	\$ -	\$ (30,000)	-100.0%
11946 534500	Postage	\$ 39,636	\$ 39,419	\$ 19,560	\$ 40,000	\$ 20,000	\$ 20,000	\$ (20,000)	-50.0%
11946 542100	Office Supplies	\$ 2,687	\$ 2,070	\$ 1,657	\$ 3,000	\$ 3,000	\$ 2,000	\$ (1,000)	-33.3%
11946 543000	Building Maintenance Supplies	\$ 28,534	\$ 16,198	\$ 10,858	\$ 32,000	\$ 11,000	\$ 10,000	\$ (22,000)	-68.8%
11946 545000	Custodial Supplies	\$ 17,866	\$ 21,758	\$ 21,482	\$ 30,000	\$ 22,000	\$ 25,000	\$ (5,000)	-16.7%
11946 558404	Furniture & Fixture Expense	\$ -	\$ -	\$ 3,967	\$ 2,500	\$ 4,000	\$ 2,500	\$ -	0.0%
11946 585000	Machinery & Equipment		\$ -	\$ 14,645	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Facilities - Town Expens	\$ 904,836	\$ 656,380	\$ 1,121,464	\$ 926,093	\$ 1,190,204	\$ 1,036,801	\$ 110,708	12.0%
11947 Facilities - School Operating									
11947 521100	Utilities ESCo Lease Payment	\$ 183,403	\$ 92,496	\$ 37,045	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11947 522700	Oil Used for Heat	\$ 6,071	\$ 8,307	\$ 11,851	\$ 20,675	\$ 12,000	\$ 7,500	\$ (13,175)	-63.7%
11947 522800	Natural Gas	\$ 374,613	\$ 416,926	\$ 589,380	\$ 425,250	\$ 590,000	\$ 425,000	\$ (250)	-0.1%
11947 522900	Electricity	\$ 710,381	\$ 661,440	\$ 723,075	\$ 752,241	\$ 781,578	\$ 781,578	\$ 29,337	3.9%
11947 523100	Water	\$ 64,242	\$ 52,117	\$ 58,433	\$ 62,034	\$ 62,034	\$ 62,034	\$ -	0.0%
11947 523101	Water Fire Protection Services	\$ -	\$ 9,128	\$ 6,851	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11947 523400	Energy Conservations measures	\$ -	\$ -	\$ 87,233	\$ 183,500	\$ 183,500	\$ 183,500	\$ -	0.0%
11947 524300	Repair & Maint Bldg/Grounds	\$ 414,193	\$ 153,831	\$ 293,651	\$ 200,000	\$ 300,000	\$ 300,000	\$ 100,000	50.0%
11947 524301	Repair Contractual Services	\$ -	\$ -	\$ 229,451	\$ 120,000	\$ 215,820	\$ 215,820	\$ 95,820	79.9%
11947 524306	R&M HVAC Contract Services	\$ -	\$ -	\$ 201,725	\$ 255,000	\$ 272,442	\$ 272,442	\$ 17,442	6.8%
11947 524307	Pavement Maintenance	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 5,000	\$ (5,000)	-50.0%
11947 524400	Fleet Repair & Maint	\$ -	\$ -	\$ 6,303	\$ 3,000	\$ 6,500	\$ 6,500	\$ 3,500	116.7%
11947 527400	Equipment Rental	\$ -	\$ -	\$ 18,263	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
11947 529300	Custodial Service	\$ 361,576	\$ 339,425	\$ 353,300	\$ 361,157	\$ 519,150	\$ 519,150	\$ 157,993	43.7%
11947 530000	Professional and Tech Services	\$ -	\$ -	\$ 27,370	\$ 7,900	\$ 27,000	\$ 27,000	\$ 19,100	241.8%
11947 532000	Tuition	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
11947 534100	Telephone	\$ 44,449	\$ 48,252	\$ 45,547	\$ 60,000	\$ 46,000	\$ -	\$ (60,000)	-100.0%
11947 542100	Office Supplies	\$ 1,443	\$ 484	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11947 543000	Building Maintenance Supplies	\$ 161,822	\$ 371,556	\$ 79,067	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.0%
11947 545000	Custodial Supplies	\$ 55,301	\$ 123,872	\$ 130,250	\$ 100,000	\$ 130,000	\$ 130,000	\$ 30,000	30.0%
11947 558200	Other Supplies-Uniforms	\$ 8,695	\$ 11,085	\$ 10,486	\$ 11,000	\$ 11,000	\$ 11,000	\$ -	0.0%
11947 558404	Furniture Expense	\$ -	\$ 38,410	\$ 3,219	\$ 75,000	\$ 5,000	\$ 5,000	\$ (70,000)	-93.3%
11947 585000	Machinery & Equipment		\$ -	\$ 39,854	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Facilities - School Operating	\$ 2,386,189	\$ 2,327,328	\$ 2,952,354	\$ 2,753,757	\$ 3,279,024	\$ 3,058,524	\$ 304,767	11.1%
TOTAL SALARIES		\$ 420,893	\$ 590,865	\$ 637,751	\$ 689,615	\$ 616,343	\$ 570,963	\$ (118,652)	-17.2%
TOTAL EXPENSES		\$ 3,291,025	\$ 2,983,709	\$ 4,073,818	\$ 3,679,850	\$ 4,469,228	\$ 4,095,325	\$ 415,475	11.3%
TOTAL OVERLAY		\$ 267,116	\$ 73,954	\$ 153,497	\$ 50,000	\$ 50,000	\$ 25,000	\$ (25,000)	-50.0%
		\$ 3,979,034	\$ 3,648,528	\$ 4,865,066	\$ 4,419,465	\$ 5,135,571	\$ 4,691,288	\$ 271,823	6.2%
GRAND TOTAL		\$ 3,979,034	\$ 3,648,528	\$ 4,865,066	\$ 4,419,465	\$ 5,135,571	\$ 4,691,288	\$ 271,823	6.2%
								\$ 271,823	
	12921 Animal Care & Control Of								
12921 511000	Animal Control FT Salary	\$ 40,705	\$ 57,612	\$ 59,304	\$ 60,491	\$ 61,701	\$ 61,701	\$ 1,210	2.0%
12921 513000	Animal Control Overtime Salary	\$ 553	\$ 723	\$ 843	\$ 750	\$ 750	\$ 750	\$ -	0.0%
12921 517800	Animal Control Medicare	\$ 818	\$ 842	\$ 869	\$ 887	\$ -	\$ -	\$ (887)	-100.0%
12921 519900	Animal Control Uniform Allow	\$ 581	\$ 650	\$ 423	\$ 650	\$ 650	\$ 650	\$ -	0.0%
TOTAL	Animal Care & Control Of	\$ 42,657	\$ 59,827	\$ 61,439	\$ 62,778	\$ 63,101	\$ 63,101	\$ 323	0.5%
	12922 Animal Care & Control Officer								
12922 524400	Animal Control R&M Vehicles	\$ 1,921	\$ 1,864	\$ 97	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12922 530000	Animal Ctrl Prof and Tech Svcs	\$ 1,767	\$ 2,153	\$ 1,827	\$ 2,930	\$ 2,930	\$ 2,930	\$ -	0.0%
12922 530500	Animal Control Prof Serv Vet	\$ 370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12922 533200	AC Mosquito Control Program	\$ 17,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12922 548000	Animal Cont-Vehicle Supplies	\$ 36	\$ 740	\$ 622	\$ 750	\$ 750	\$ 750	\$ -	0.0%
12922 548900	Animal Control Vehicle Sup Gas	\$ 859	\$ 1,402	\$ 1,104	\$ 1,545	\$ 1,545	\$ 1,545	\$ -	0.0%
12922 558900	Animal Control Other Expense	\$ 394	\$ 600	\$ -	\$ 600	\$ 600	\$ 600	\$ -	0.0%
12922 571000	Animal Ctrl In State Travel	\$ 286	\$ 81	\$ 101	\$ 500	\$ 500	\$ 500	\$ -	0.0%
12922 573000	Animal Ctrl Dues and Memb Exp	\$ -	\$ 10	\$ 49	\$ 50	\$ 50	\$ 50	\$ -	0.0%
TOTAL	Animal Care & Control Of	\$ 22,884	\$ 6,850	\$ 3,800	\$ 7,875	\$ 7,875	\$ 7,875	\$ -	0.0%
15101 Health Department Salary									
15101 511000	Health Department FT Salary	\$ 214,688	\$ 230,395	\$ 255,119	\$ 272,954	\$ 279,277	\$ 279,277	\$ 6,323	2.3%
15101 511100	Health Department PT Salary	\$ 34,544	\$ 29,314	\$ 14,375	\$ 27,091	\$ 33,142	\$ 33,142	\$ 6,051	22.3%
15101 513000	Health Department OT Salary	\$ 1,662	\$ 1,485	\$ 1,518	\$ 1,750	\$ 1,750	\$ 1,750	\$ -	0.0%
15101 514800	Health Department Longevity	\$ 600	\$ 675	\$ 725	\$ 725	\$ 875	\$ 875	\$ 150	20.7%
15101 517000	Health Department Health Ins	\$ 44,590	\$ 44,590	\$ 45,700	\$ 49,400	\$ -	\$ -	\$ (49,400)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
15101 517800	Health Department Medicare	\$ 3,596	\$ 3,789	\$ 3,920	\$ 4,256	\$ -	\$ -	\$ (4,256)	-100.0%
TOTAL	Health Department Salary	\$ 299,679	\$ 310,249	\$ 321,357	\$ 356,176	\$ 315,044	\$ 315,044	\$ (41,132)	-11.5%
15102 Health Department Expense									
15102 530000	HD Prof and Tech Services	\$ 39,871	\$ 135	\$ 344	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
15102 530017	Public Health Nurse Salary	\$ -	\$ 34,090	\$ 35,763	\$ 38,094	\$ 38,856	\$ 38,856	\$ 762	2.0%
15102 530018	Sealer of Weights & Measures	\$ -	\$ 2,420	\$ 2,492	\$ 6,262	\$ 6,262	\$ 6,262	\$ -	0.0%
15102 530019	Food Establishment Inspections	\$ -	\$ 8,810	\$ 9,140	\$ 10,000	\$ 7,500	\$ 7,500	\$ (2,500)	-25.0%
15102 530020	Nursing Services	\$ -	\$ 1,181	\$ 790	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
15102 530600	Health Data Processing Expense	\$ 502	\$ 260	\$ 464	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
15102 531700	HD Prof Serv Employee Training	\$ 479	\$ 125	\$ 613	\$ 600	\$ 600	\$ 600	\$ -	0.0%
15102 533200	Mosquito Control Program	\$ -	\$ 17,700	\$ 18,054	\$ 18,560	\$ 19,139	\$ 19,139	\$ 579	3.1%
15102 534700	Health Dept Printing Expense	\$ 965	\$ 703	\$ 942	\$ 650	\$ 650	\$ 650	\$ -	0.0%
15102 542100	Health Dept Office Supp Exp	\$ 847	\$ 677	\$ 877	\$ 750	\$ 750	\$ 750	\$ -	0.0%
15102 548000	Health Dept Vehicle Supp Exp	\$ 1,152	\$ 622	\$ 132	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
15102 550000	Health Dept Medical Supp Exp	\$ 1,630	\$ 2,054	\$ 1,227	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
15102 558926	Flu Vaccine Purchases	\$ -	\$ 4,900	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
15102 571000	HD In State Travel Expense	\$ 2,387	\$ 1,243	\$ 3,451	\$ 2,700	\$ 2,700	\$ 2,700	\$ -	0.0%
15102 573000	Health Dept Dues and Memb Exp	\$ 797	\$ 799	\$ 803	\$ 1,100	\$ 1,100	\$ 1,100	\$ -	0.0%
TOTAL	Health Department Expens	\$ 48,629	\$ 75,718	\$ 75,092	\$ 92,816	\$ 91,657	\$ 91,657	\$ (1,159)	-1.2%
15103 Health Department Capital									
15103 587100	HD Cap Outlay Repl Off Eq Exp	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Health Department Capita	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
15431 Veterans' Services Salary									
15431 511100	Veterans Scv's Part Time Sal	\$ 19,146	\$ 25,589	\$ 27,026	\$ 39,262	\$ 40,047	\$ 40,047	\$ 785	2.0%
15431 517800	Medicare	\$ 274	\$ 365	\$ 392	\$ 416	\$ -	\$ -	\$ (416)	-100.0%
TOTAL	Veterans' Services Salar	\$ 19,420	\$ 25,954	\$ 27,418	\$ 39,678	\$ 40,047	\$ 40,047	\$ 369	0.9%
15432 Veterans' Services Expense									

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
15432 542100	Veteran Svcs Office Supplies	\$ 269	\$ 150	\$ 133	\$ 150	\$ 150	\$ 150	\$ -	0.0%
15432 558921	Vet Serv Recipient & Oth Misc	\$ 55,192	\$ 32,268	\$ 29,298	\$ 77,100	\$ 68,101	\$ 68,101	\$ (8,999)	-11.7%
15432 558922	Vet Svcs Town Celebrations	\$ 2,671	\$ 2,661	\$ 2,252	\$ 3,250	\$ 3,250	\$ 3,250	\$ -	0.0%
15432 558923	Vet Svcs U S Flags	\$ 1,620	\$ 1,512	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ -	0.0%
15432 558924	Vet Svcs Grave Markers & Misc	\$ -	\$ 850	\$ 203	\$ 800	\$ 800	\$ 800	\$ -	0.0%
15432 571000	Veterans In State Travel Exp	\$ 949	\$ 994	\$ 903	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%
15432 573000	Veterans Dues and Memb Exp	\$ 35	\$ 180	\$ 135	\$ 200	\$ 200	\$ 200	\$ -	0.0%
TOTAL	Veterans' Services Expense	\$ 60,737	\$ 38,614	\$ 34,723	\$ 84,600	\$ 75,601	\$ 75,601	\$ (8,999)	-10.6%
15422 542100	Youth Svcs Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	#DIV/0!
TOTAL SALARIES		\$ 361,756	\$ 396,030	\$ 410,214	\$ 458,632	\$ 418,192	\$ 418,192	\$ (40,440)	-8.8%
TOTAL EXPENSES		\$ 132,251	\$ 121,182	\$ 113,615	\$ 185,291	\$ 175,133	\$ 177,133	\$ (8,158)	-4.4%
TOTAL OAVERLAY		\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
		\$ 495,506	\$ 518,712	\$ 523,829	\$ 643,923	\$ 593,325	\$ 595,325	\$ (48,598)	-7.5%
GRAND TOTAL		\$ 495,506	\$ 518,712	\$ 523,829	\$ 643,923	\$ 593,325	\$ 595,325	\$ (48,598)	-7.5%
								\$ (48,598)	

15411 Council on Aging Salary

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
15411 511000	Council on Aging FT Salary	\$ 227,630	\$ 222,499	\$ 276,911	\$ 258,908	\$ 264,019	\$ 264,019	\$ 5,111	2.0%
15411 511100	Council on Aging PT Salary	\$ 75,297	\$ 77,865	\$ 49,664	\$ 83,207	\$ 84,782	\$ 84,782	\$ 1,575	1.9%
15411 513000	Council on Aging Overtime	\$ 592	\$ 671	\$ 1,928	\$ 800	\$ 800	\$ 800	\$ -	0.0%
15411 514800	Council on Aging Longevity	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
15411 515500	CDL Stipend	\$ 1,310	\$ 1,085	\$ 1,040	\$ 2,340	\$ 2,340	\$ 2,340	\$ -	0.0%
15411 517000	Council on Aging Health Ins	\$ 44,590	\$ 44,590	\$ 34,400	\$ 37,500	\$ -	\$ -	\$ (37,500)	-100.0%
15411 517800	Council on Aging Medicare	\$ 4,630	\$ 4,816	\$ 4,727	\$ 4,984	\$ -	\$ -	\$ (4,984)	-100.0%
15411 519900	Clothing Allowance	\$ 1,007	\$ -	\$ 772	\$ 1,495	\$ 1,495	\$ 1,495	\$ -	0.0%
TOTAL	Council on Aging Salary	\$ 355,705	\$ 351,526	\$ 369,442	\$ 389,234	\$ 353,436	\$ 353,436	\$ (35,798)	-9.2%
15412 Council on Aging Expense									
15412 524400	Council on Aging R&M Vehicles	\$ 4,736	\$ 8,853	\$ 5,705	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
15412 527200	COA Rental of Office Equipment	\$ 5,261	\$ 6,082	\$ 7,684	\$ 5,300	\$ 7,000	\$ 7,000	\$ 1,700	32.1%
15412 530000	COA Professional Services	\$ 350	\$ 2,777	\$ 5,000	\$ 6,100	\$ 6,400	\$ 6,400	\$ 300	4.9%
15412 534500	Council on Aging Postage Exp	\$ -	\$ -	\$ 25	\$ 250	\$ 250	\$ 250	\$ -	0.0%
15412 534600	COA Printing and Mailing Exp	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
15412 542100	COA Office Supplies Expense	\$ 2,974	\$ 3,581	\$ 2,723	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%
15412 548000	COA Vehicle Supplies Expense	\$ 7,093	\$ 4,533	\$ 6,297	\$ 9,372	\$ 9,000	\$ 9,000	\$ (372)	-4.0%
15412 571000	COA In State Travel Expense	\$ 1,262	\$ 1,556	\$ 2,074	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
15412 573000	COA Dues and Memb Exp	\$ 1,249	\$ 955	\$ 1,062	\$ 1,100	\$ 1,275	\$ 1,275	\$ 175	15.9%
TOTAL	Council on Aging Expense	\$ 22,926	\$ 28,336	\$ 30,570	\$ 34,872	\$ 36,675	\$ 36,675	\$ 1,803	5.2%
TOTAL SALARIES		\$ 355,705	\$ 351,526	\$ 369,442	\$ 389,234	\$ 353,436	\$ 353,436	\$ (35,798)	-9.2%
TOTAL EXPENSES		\$ 22,926	\$ 28,336	\$ 30,570	\$ 34,872	\$ 36,675	\$ 36,675	\$ 1,803	5.2%
		\$ 378,631	\$ 379,862	\$ 400,012	\$ 424,106	\$ 390,111	\$ 390,111	\$ (33,995)	-8.0%
GRAND TOTAL		\$ 378,631	\$ 379,862	\$ 400,012	\$ 424,106	\$ 390,111	\$ 390,111	\$ (33,995)	-8.0%
								\$ (33,995)	
	16111 Library Administration S								
16111 511000	Library Admin FT Salary	\$ 158,256	\$ 162,755	\$ 169,552	\$ 174,905	\$ 178,455	\$ 178,455	\$ 3,550	2.0%
16111 511100	Library Admin PT Salary	\$ 74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16111 514100	Specialty Pay/Stipend	\$ 8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16111 514800	Library Admin Longevity	\$ 650	\$ 725	\$ 825	\$ 875	\$ 925	\$ 925	\$ 50	5.7%
16111 517000	Library Admin Health Insurance	\$ 16,285	\$ 16,285	\$ 16,690	\$ 6,715	\$ -	\$ -	\$ (6,715)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16111 517800	Library Admin Medicare	\$ 2,287	\$ 2,407	\$ 2,459	\$ 2,473	\$ -	\$ -	\$ (2,473)	-100.0%
TOTAL	Library Administration S	\$ 177,560	\$ 182,172	\$ 189,526	\$ 184,968	\$ 179,380	\$ 179,380	\$ (5,588)	-3.0%
16112 Library Administration Expense									
16112 524300	Library Admin R&M Bldg/Ground	\$ 42,403	\$ 14,068	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16112 524500	Library Admin R&M Library Eq	\$ 1,139	\$ 8,436	\$ 2,150	\$ 8,207	\$ 8,879	\$ 8,879	\$ 672	8.2%
16112 530001	Lib Admin - Medical Bills	\$ 525	\$ -	\$ 565	\$ 390	\$ 585	\$ 585	\$ 195	50.0%
16112 531700	LB Admin Emp Training Seminar	\$ 479	\$ 443	\$ 129	\$ 500	\$ 500	\$ 500	\$ -	0.0%
16112 531900	Library Admin Prof Serv Advert	\$ 424	\$ 45	\$ -	\$ 500	\$ 500	\$ 500	\$ -	0.0%
16112 534500	Library Admin Postage Expense	\$ 2,200	\$ 2,694	\$ 1,452	\$ 2,800	\$ 2,800	\$ 2,800	\$ -	0.0%
16112 534700	Library Admin Printing Expense	\$ 1,544	\$ 1,261	\$ 1,324	\$ 1,575	\$ 1,575	\$ 1,575	\$ -	0.0%
16112 542100	Library Admin Office Supp Exp	\$ 1,149	\$ 531	\$ 649	\$ 975	\$ 975	\$ 975	\$ -	0.0%
16112 571000	LB Admin In State Travel Exp	\$ 473	\$ 377	\$ 366	\$ 500	\$ 500	\$ 500	\$ -	0.0%
16112 573000	LB Admin Dues and Memb Exp	\$ 297	\$ 327	\$ 402	\$ 610	\$ 610	\$ 610	\$ -	0.0%
TOTAL	Library Administration E	\$ 50,633	\$ 28,182	\$ 7,038	\$ 16,057	\$ 16,924	\$ 16,924	\$ 867	5.4%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ADJ. BUDGET</u>	<u>FY2020 DEPT. REQ.</u>	<u>FY2020 TA RECOMM</u>	\$ Chg.	% Chg.
16121 Library Public Service Salary									
16121 511000	Library Public Svc FT Salary	\$ 668,204	\$ 691,930	\$ 700,392	\$ 791,142	\$ 807,237	\$ 807,237	\$ 16,095	2.0%
16121 511100	Library Public Svc PT Salary	\$ 168,813	\$ 201,609	\$ 217,832	\$ 242,497	\$ 247,708	\$ 247,708	\$ 5,211	2.1%
16121 513000	Library Public Svc OT Salary	\$ 288	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	#DIV/0!
16121 514105	Eyeglass Reimbursement	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16121 514800	Library Public Svc Longevity	\$ 4,925	\$ 5,379	\$ 6,682	\$ 6,939	\$ 6,721	\$ 6,721	\$ (218)	-3.1%
16121 517000	Library Public Svc Health Ins	\$ 117,485	\$ 113,220	\$ 113,210	\$ 111,090	\$ -	\$ -	\$ (111,090)	-100.0%
16121 517800	Library Public Svc Medicare	\$ 12,728	\$ 13,473	\$ 13,556	\$ 14,055	\$ -	\$ -	\$ (14,055)	-100.0%
TOTAL	Library Public Service S	\$ 972,443	\$ 1,025,761	\$ 1,051,672	\$ 1,165,723	\$ 1,071,666	\$ 1,071,666	\$ (94,057)	-8.1%
16122 Library Public Service Expense									
16122 530000	Library PS Prof & Tech Expense	\$ 533	\$ 1,722	\$ 1,936	\$ 1,976	\$ 1,976	\$ 1,976	\$ -	0.0%
16122 534100	Library PS Telephone Expense	\$ 4,378	\$ 5,758	\$ 4,622	\$ 9,053	\$ 9,053	\$ 9,053	\$ -	0.0%
16122 552900	Library Public Svc Books Exp	\$ 310,808	\$ 315,785	\$ 329,581	\$ 344,758	\$ 356,825	\$ 356,825	\$ 12,067	3.5%
16122 573000	Library PS Dues and Memb Exp	\$ 187	\$ 367	\$ 194	\$ 1,020	\$ 1,020	\$ 1,020	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Library Public Service E	\$ 315,905	\$ 323,631	\$ 336,333	\$ 356,807	\$ 368,874	\$ 368,874	\$ 12,067	3.4%
	16131 Library Tech Servces Salary								
16131 511000	Library Tech Svcs FT Salary	\$ 154,806	\$ 160,985	\$ 162,357	\$ 171,919	\$ 175,395	\$ 175,395	\$ 3,476	2.0%
16131 511100	Library Tech Svcs PT Salary	\$ 12,244	\$ 9,400	\$ 16,237	\$ 12,520	\$ 12,736	\$ 12,736	\$ 216	1.7%
16131 514800	Library Tech Svcs Longevity	\$ 1,975	\$ 2,325	\$ 2,325	\$ 2,725	\$ 2,825	\$ 2,825	\$ 100	3.7%
16131 517000	Library Tech Svcs Health Ins	\$ 32,570	\$ 32,570	\$ 33,380	\$ 36,390	\$ -	\$ -	\$ (36,390)	-100.0%
16131 517800	Library Tech Services Medicare	\$ 2,390	\$ 2,512	\$ 2,629	\$ 2,616	\$ -	\$ -	\$ (2,616)	-100.0%
TOTAL	Library Tech Servces Sa	\$ 203,985	\$ 207,791	\$ 216,928	\$ 226,170	\$ 190,956	\$ 190,956	\$ (35,214)	-15.6%
	16132 Library Tech Services Expense								
16132 530600	LibTech Computer Scvs	\$ 72,366	\$ 70,216	\$ 71,449	\$ 74,021	\$ 76,994	\$ 76,994	\$ 2,973	4.0%
16132 542200	LibTech Precessing Supplies	\$ 12,790	\$ 12,727	\$ 12,564	\$ 12,740	\$ 12,740	\$ 12,740	\$ -	0.0%
TOTAL	Library Tech Services Ex	\$ 85,156	\$ 82,943	\$ 84,013	\$ 86,761	\$ 89,734	\$ 89,734	\$ 2,973	3.4%
	16133 Library Tech Services Capital								

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.	
16133 587100	LB Tech Svcs Cap Outlay Off Eq	\$ 12,000	\$ 12,000	\$ 11,947	\$ 12,500	\$ 12,500	\$ 12,500	\$ -	0.0%	
TOTAL	Library Tech Services Ca	\$ 12,000	\$ 12,000	\$ 11,947	\$ 12,500	\$ 12,500	\$ 12,500	\$ -	0.0%	
16141 Library Plant Operations Salar										
16141 511000	Full Time Salaries	\$ 54,264	\$ 55,512	\$ 55,601	\$ 57,825	\$ 58,988	\$ 58,988	\$ 1,163	2.0%	
16141 511100	Part Time Salaries	\$ 7,961	\$ 8,949	\$ 9,040	\$ 9,124	\$ 9,306	\$ 9,306	\$ 182	2.0%	
16141 513000	Overtime	\$ 9,061	\$ 10,560	\$ 10,330	\$ 10,352	\$ 10,559	\$ 10,559	\$ 207	2.0%	
16141 514100	Specialty Pay	\$ 254	\$ 261	\$ 260	\$ 260	\$ 260	\$ 260	\$ -	0.0%	
16141 514800	Longevity	\$ 400	\$ 450	\$ 650	\$ 850	\$ 1,050	\$ 1,050	\$ 200	23.5%	
16141 517000	Health Insurance	\$ 6,010	\$ 6,010	\$ 6,160	\$ 6,715	\$ -	\$ -	\$ (6,715)	-100.0%	
16141 517800	Medicare	\$ 1,073	\$ 1,106	\$ 1,104	\$ 1,149	\$ -	\$ -	\$ (1,149)	-100.0%	
16141 519900	Uniform Allowance	\$ 820	\$ 820	\$ 820	\$ 820	\$ 820	\$ 820	\$ -	0.0%	
TOTAL	Library Plant Operations	\$ 79,843	\$ 83,668	\$ 83,965	\$ 87,095	\$ 80,983	\$ 80,983	\$ (6,112)	-7.0%	
16142 Library										

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
16142 521100	Utilities ESCo Lease Payment	\$ 8,690	\$ 4,345	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16142 522800	Natural Gas	\$ 8,029	\$ 21,030	\$ 13,802	\$ 21,948	\$ 22,168	\$ 22,168	\$ 220	1.0%
16142 522900	Electricity	\$ 31,181	\$ 32,310	\$ 31,521	\$ 44,998	\$ 46,753	\$ 46,753	\$ 1,755	3.9%
16142 523100	Water	\$ 4,784	\$ 4,769	\$ 5,031	\$ 5,512	\$ 5,512	\$ 5,512	\$ -	0.0%
16142 523400	Energy Conservations measures	\$ -	\$ -	\$ 8,690	\$ 8,690	\$ 8,690	\$ 8,690	\$ -	0.0%
16142 524300	Repair & Maint Bldg/Grounds	\$ 106,281	\$ 141,246	\$ 139,224	\$ 121,360	\$ 125,608	\$ 125,608	\$ 4,248	3.5%
16142 524306	R&M HVAC Contract Services	\$ -	\$ -	\$ 12,155	\$ 17,366	\$ 17,974	\$ 17,974	\$ 608	3.5%
16142 545000	Custodial Supplies	\$ 11,353	\$ 11,291	\$ 11,951	\$ 13,130	\$ 13,590	\$ 13,590	\$ 460	3.5%
16142 548900	Veh Supp-Gasoline	\$ 220	\$ 28	\$ 29	\$ 398	\$ 398	\$ 398	\$ -	0.0%
TOTAL	Library	\$ 170,538	\$ 215,018	\$ 222,403	\$ 233,402	\$ 240,693	\$ 240,693	\$ 7,291	3.1%
TOTAL SALARIES		\$ 1,433,831	\$ 1,499,392	\$ 1,542,091	\$ 1,663,956	\$ 1,522,985	\$ 1,522,985	\$ (140,971)	-8.5%
TOTAL EXPENSES		\$ 622,232	\$ 649,775	\$ 649,787	\$ 693,027	\$ 716,225	\$ 716,225	\$ 23,198	3.3%
TOTAL OVERLAY		\$ 12,000	\$ 12,000	\$ 11,947	\$ 12,500	\$ 12,500	\$ 12,500	\$ -	0.0%
		\$ 2,068,062	\$ 2,161,167	\$ 2,203,825	\$ 2,369,483	\$ 2,251,710	\$ 2,251,710	\$ (117,773)	-5.0%
GRAND TOTAL		\$ 2,068,062	\$ 2,161,167	\$ 2,203,825	\$ 2,369,483	\$ 2,251,710	\$ 2,251,710	\$ (117,773)	-5.0%
	17102 Retirement of Debt							\$ (117,773)	
17102 591004	MWPAT	\$ 3,134	\$ 3,134	\$ 3,134	\$ 3,134	\$ 3,134	\$ 3,134	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
17102 591204	Fire Stat Bldgs(2) FY26	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	#DIV/0!
17102 591206	Concord Ave Land	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	#DIV/0!
17102 591213	Senior Center	\$ 195,000	\$ 195,000	\$ -	\$ 195,000	\$ 195,000	\$ 195,000	\$ -	0.0%
17102 591220	Wellington School to FY35	\$ 775,000	\$ 800,000	\$ 825,000	\$ 860,000	\$ 885,000	\$ 885,000	\$ 25,000	2.9%
17102 591223	Refi on T Hall & FirSt to FY23	\$ 535,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -	0.0%
17102 591224	Fire					\$ 145,000	\$ 145,000	\$ 145,000	#DIV/0!
17102 591225	Harris Feild Complex Prin FY24	\$ 100,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ -	0.0%
17102 591228	Fire Ladder Truck Princ FY24	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ -	\$ -	\$ (90,000)	-100.0%
17102 591229	Fire Engine Princ FY24	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ (50,000)	-100.0%
17102 591230	School Vehicle Princ FY20	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ (5,000)	-100.0%
17102 591233	Underwood Pool Princ FY30	\$ 190,000	\$ 190,000	\$ 190,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ -	0.0%
17102 591234	Belmont Center Proj Princ FY25	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ -	0.0%
17102 591235	Fire Stations RepairPrinc FY19	\$ 40,398	\$ 40,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	#DIV/0!
17102 591236	FY15 REFi /2026 FIRE STATION	\$ 5,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ (100,000)	-100.0%
17102 591237	FY15 REFI-TO2025 LAND ACQN	\$ -	\$ 40,150	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ (40,000)	-100.0%
17102 591239	FirSt to FY23	\$ 465,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
17102 591240	BHS FIRE ALARM (EST)	\$ -	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ -	0.0%
17102 591241	PUBLIC SAFETY RADIO SYSTEM (E	\$ -	\$ 116,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ -	0.0%
17102 591244	FY18 STM Art 3 Burbank Modular	\$ -	\$ -	\$ -	\$ 239,000	\$ 205,000	\$ 205,000	\$ (34,000)	-14.2%
17102 591300	PD/DPW	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ 125,000	#DIV/0!
17102-591400	BHS \$100M					\$ 1,505,000	\$ 1,505,000		
TOTAL	Retirement of Debt	\$ 2,738,532	\$ 3,029,284	\$ 2,848,134	\$ 3,277,134	\$ 4,898,134	\$ 4,898,134	\$ 1,621,000	49.5%
17512 Interest on Long-term Debt *									
17512 591204	Fire Stat Bldgs(2) FY26	\$ 4,123	\$ -	\$ -	\$ -	\$ 19,298	\$ 19,298	\$ 19,298	#DIV/0!
17512 591206	Concord Ave Land	\$ 1,617	\$ -	\$ -	\$ -	\$ 6,900	\$ 6,900	\$ 6,900	#DIV/0!
17512 591213	Senior Center	\$ 77,118	\$ 69,318	\$ 63,468	\$ 57,618	\$ 51,573	\$ 51,573	\$ (6,045)	-10.5%
17512 591220	Wellington School to FY35	\$ 887,988	\$ 856,988	\$ 824,988	\$ 798,176	\$ 768,075	\$ 768,075	\$ (30,101)	-3.8%
17512 591223	Refi on T Hall & FirSt to FY23	\$ 375,000	\$ 325,000	\$ 275,000	\$ 230,000	\$ 190,000	\$ 190,000	\$ (40,000)	-17.4%
17512 591224	Fire					\$ 29,150	\$ 29,150	\$ 29,150	#DIV/0!
17512 591225	Harris Feild Complex Int FY24	\$ 34,400	\$ 30,400	\$ 27,550	\$ 23,750	\$ 19,950	\$ 19,950	\$ (3,800)	-16.0%
17512 591228	Fire Ladder Truck Int FY24	\$ 31,950	\$ 28,350	\$ 25,650	\$ 22,050	\$ -	\$ -	\$ (22,050)	-100.0%
17512 591229	Fire Engine Int FY24	\$ 18,000	\$ 16,000	\$ 14,500	\$ 12,500	\$ -	\$ -	\$ (12,500)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
17512 591230	School Vehicle Int FY20	\$ 950	\$ 750	\$ 600	\$ 400	\$ -	\$ -	\$ (400)	-100.0%
17512 591233	Underwood Poo Intl FY30	\$ 66,862	\$ 72,450	\$ 66,750	\$ 61,050	\$ 55,500	\$ 55,500	\$ (5,550)	-9.1%
17512 591234	Belmont Center Proj Int FY25	\$ 37,217	\$ 39,150	\$ 34,800	\$ 30,450	\$ 26,100	\$ 26,100	\$ (4,350)	-14.3%
17512 591235	Fire Stations RepairInt FY19	\$ 2,962	\$ 2,250	\$ 1,050	\$ -	\$ -	\$ -	\$ -	#DIV/0!
17512 591236	FY15 REFI-/2026 FIRE STATION	\$ 24,339	\$ 28,298	\$ 25,298	\$ 22,298	\$ -	\$ -	\$ (22,298)	-100.0%
17512 591237	FY15 REFI-TO2025 LAND ACQN	\$ 8,987	\$ 10,505	\$ 9,300	\$ 8,100	\$ -	\$ -	\$ (8,100)	-100.0%
17512 591240	BHS FIRE ALARM (EST)	\$ -	\$ 28,794	\$ 22,800	\$ 16,400	\$ 10,000	\$ 10,000	\$ (6,400)	-39.0%
17512 591241	PUBLIC SAFETY RADIO SYSTEM (E	\$ -	\$ 31,570	\$ 27,375	\$ 22,975	\$ 18,575	\$ 18,575	\$ (4,400)	-19.2%
17512 591244	FY18 STM Art 3 Burbank Modular	\$ -	\$ -	\$ -	\$ 82,000	\$ 107,050	\$ 107,050	\$ 25,050	30.5%
17512 591300	PD/DPW	\$ -	\$ -	\$ -	\$ -	\$ 315,000	\$ 315,000	\$ 315,000	#DIV/0!
17512-591400	BHS \$100M					\$ 5,000,000	\$ 5,000,000		
TOTAL	Interest on Long-term De	\$ 1,571,511	\$ 1,539,822	\$ 1,419,128	\$ 1,387,767	\$ 6,617,171	\$ 6,617,171	\$ 5,229,404	376.8%
	17522 Interest on Short-term Debt *								
17522 592000	Int on Tax Abatements	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
17522 592500	Int on Short Term Borrowing	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ADJ. BUDGET</u>	<u>FY2020 DEPT. REQ.</u>	<u>FY2020 TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Interest on Short-term D	\$ -	\$ 52,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
	17532 Int on Short term Debt Excl								
17532 593000	Interest on Temporary Notes	\$ -	\$ -	\$ 16,524	\$ 70,000	\$ 70,000	\$ 70,000	\$ -	0.0%
TOTAL	Int on Short term Debt E	\$ -	\$ -	\$ 16,524	\$ 70,000	\$ 70,000	\$ 70,000	\$ -	0.0%
GRAND TOTAL		\$ 4,310,043	\$ 4,621,606	\$ 4,283,786	\$ 4,737,401	\$ 11,587,805	\$ 11,587,805	\$ 6,850,404	144.6%
								\$ 6,850,404	
17600 569600	Abatement & Exemptions	\$ 800,000	\$ 800,000	\$ 794,554	\$ 800,825	\$ 840,000	\$ 840,000	\$ 39,175	4.9%
	18202 State Assessments								
18202 563100	Special Education Chapter 71B	\$ 4,343	\$ 6,378	\$ -	\$ -	\$ 2,480	\$ 2,480	\$ 2,480	#DIV/0!
18202 563200	Charter School Assessment	\$ 32,932	\$ 48,649	\$ 36,726	\$ 15,474	\$ 31,360	\$ 31,360	\$ 15,886	102.7%
18202 563300	School Choice Assessment	\$ 8,920	\$ 7,884	\$ 26,429	\$ 26,800	\$ 51,860	\$ 51,860	\$ 25,060	93.5%
18202 564000	Air Pollution Control	\$ 10,329	\$ 10,587	\$ 11,256	\$ 11,524	\$ 11,834	\$ 11,834	\$ 310	2.7%
18202 564100	Metro Planning Council	\$ 12,534	\$ 12,847	\$ 13,104	\$ 13,329	\$ 13,700	\$ 13,700	\$ 371	2.8%
18202 564600	RMV Non-Renewal Surcharge	\$ 31,080	\$ 36,780	\$ 36,780	\$ 36,780	\$ 36,780	\$ 36,780	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Expenses

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
18202 566100	MBTA	\$ 1,627,415	\$ 1,643,591	\$ 1,657,878	\$ 1,691,403	\$ 1,738,461	\$ 1,738,461	\$ 47,058	2.8%
18202 566200	Boston Metro Dist Exp	\$ 608	\$ 608	\$ 580	\$ 580	\$ 538	\$ 538	\$ (42)	-7.2%
TOTAL	State Assessments	\$ 1,728,161	\$ 1,767,324	\$ 1,782,753	\$ 1,795,890	\$ 1,887,013	\$ 1,887,013	\$ 91,123	5.1%
								\$ 91,123	
18501 597500	Capital Roads Non Discretionary	\$ 1,549,000	\$ 1,601,700	\$ 1,642,000	\$ 1,683,050	\$ 1,725,126	\$ 1,725,126	\$ 42,076	2.5%
18501 597501	Sidewalks			\$ 210,000	\$ 215,250	\$ 220,631	\$ 220,631	\$ 5,381	2.5%
18500 597400	Capital Discretionary	\$ 1,818,365	\$ 2,631,343	\$ 1,366,600	\$ 1,404,181	\$ 1,839,286	\$ 2,140,686	\$ 736,505	52.5%
TOTAL SALARIES		\$ 67,201,586	\$ 71,174,583	\$ 74,788,734	\$ 80,928,463	\$ 86,151,217	\$ 85,789,493	\$ 4,861,030	6.0%
TOTAL EXPENSES		\$ 24,574,288	\$ 23,635,375	\$ 24,999,992	\$ 26,648,481	\$ 28,223,853	\$ 27,880,429	\$ 1,231,949	4.6%
TOTAL OUTLAY		\$ 8,342,463	\$ 9,484,420	\$ 8,216,573	\$ 8,650,641	\$ 15,959,828	\$ 16,237,478	\$ 7,586,837	87.7%
		\$ 100,118,337	\$ 104,294,378	\$ 108,005,299	\$ 116,227,584	\$ 130,334,898	\$ 129,907,400	\$ 13,679,816	11.8%
GRAND TOTAL		\$ 100,118,337	\$ 104,294,378	\$ 108,005,299	\$ 116,227,584	\$ 130,334,898	\$ 129,907,400	\$ 13,679,816	11.8%
								\$ 13,679,816	

BOARD OF ASSESSORS





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 311,251.00	\$ 279,614.00	\$ (31,637.00)	-10.2%	4.2
Total Expenses	\$ 136,000.00	\$ 136,000.00	\$ -	0.0%	
Grand Total	\$ 447,251.00	\$ 415,614.00	\$ (31,637.00)	- 7.1%	

Submitted by: Board of Assessors

Summary of Program Responsibilities:

The Board of Assessors is required by Massachusetts Law to list and value all real and personal property. The valuations are subject to ad valorem taxation. Assessed values in Massachusetts are based on "full and fair cash value" or 100% of fair market value. The Assessors' review sales on a monthly basis to establish values on January 1st.

Assessors are required to submit these values to the State Department of Revenue for certification every five years. In the years between full certification the Assessors must also maintain the values based on a statistical testing reviewed by the Department of Revenue on an annual basis. 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.

FY19 Accomplishments:

- In Fiscal Year 2019 values were certified by the as part of the Interim Year Revaluation adjustment as supervised by the Department of Revenue.
- New growth estimates for Fiscal Year 2019 were realized. Cyclical inspections were completed as scheduled.
- Completed over 1200 inspections of properties based on cyclical review as well as sales and permit inspections.
- The Board of Assesses acted on Appellate Tax Board Cases as necessary.

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE <u>FY2014</u>	FTE <u>FY2015</u>	FTE <u>FY2016</u>	FTE <u>FY2017</u>	FTE <u>FY2018</u>	FTE <u>FY2019</u>	FY19 <u>SAL</u>	DEPT. REQ. <u>FY2020</u>	FY20 <u>SAL</u>	TAREC <u>FY2020</u>	FY20 <u>SAL</u>
<u>Assessors</u>											
Assessing Administrator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 110,373	1.0	\$ 104,087	1.0	\$ 107,209
Assistant Assessing Administrator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,486	1.0	\$ 84,773	1.0	\$ 84,773
Part-time Office Assistant	0.2	0.2	0.2	0.2	0.2	0.2	\$ 10,470	0.2	\$ 10,470	0.2	\$ 10,470
Part-time Office Assistant	0.2	0.2	0.2	0.2	0.2	0.2	\$ 6,099	0.2	\$ 6,099	0.2	\$ 6,099
Assessment Assistant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 56,157	1.0	\$ 61,741	1.0	\$ 61,741
Assessing Board	0.2	0.2	0.2	0.2	0.2	0.2	\$ 2,196	0.2	\$ 2,196	0.2	\$ 2,196
Assessing Board	0.2	0.2	0.2	0.2	0.2	0.2	\$ 2,196	0.2	\$ 2,196	0.2	\$ 2,196
Assessing Board	0.2	0.2	0.2	0.2	0.2	0.2	\$ 3,000	0.2	\$ 3,000	0.2	\$ 3,000
Total	4.2	4.2	4.2	4.2	4.2	4.2	269,977.3	4.2	274,562.0	4.2	\$ 277,684
Vacant or changes to position											

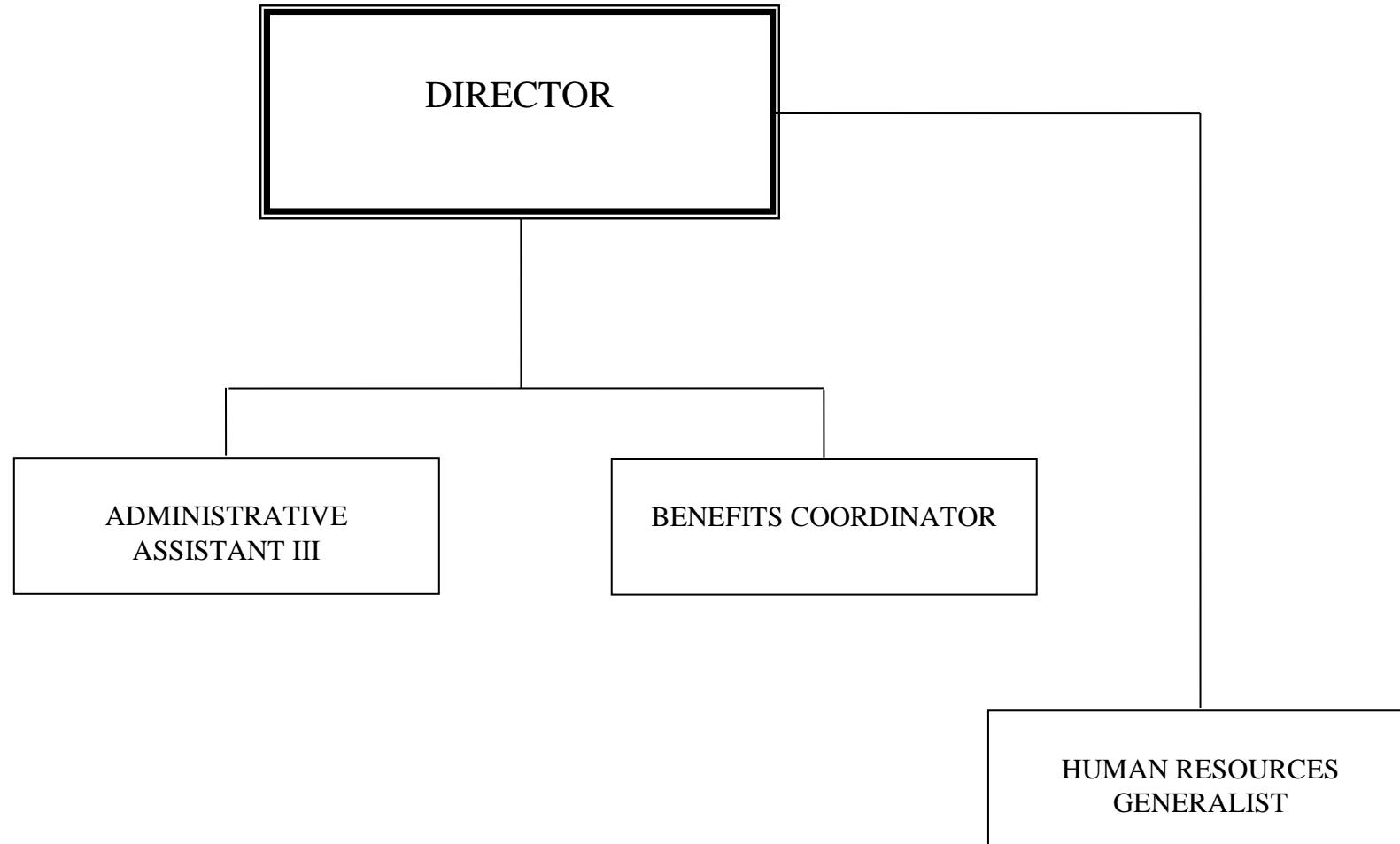
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11411 Assessors Salary									
11411 511000	Assessors Full Time Salary	\$ 208,144	\$ 214,770	\$ 238,016	\$ 246,016	\$ 253,723	\$ 253,723	\$ 7,707	3.1%
11411 511100	Assessors Part Time Salary	\$ 9,673	\$ 13,857	\$ 14,176	\$ 16,569	\$ 16,569	\$ 16,569	\$ -	0.0%
11411 511900	Assessors Elected Official Sal	\$ 7,422	\$ 7,422	\$ 7,422	\$ 7,422	\$ 7,422	\$ 7,422	\$ -	0.0%
11411 514800	Assessors Longevity	\$ 800	\$ 925	\$ 975	\$ 925	\$ 1,900	\$ 1,900	\$ 975	105.4%
11411 517000	Assessors Health Insurance	\$ 32,570	\$ 16,285	\$ 33,380	\$ 36,390	\$ -	\$ -	\$ (36,390)	-100.0%
11411 517800	Assessors Medicare	\$ 3,566	\$ 3,800	\$ 3,813	\$ 3,929	\$ -	\$ -	\$ (3,929)	-100.0%
TOTAL	Assessors Salary	\$ 262,175	\$ 257,059	\$ 297,782	\$ 311,251	\$ 279,614	\$ 279,614	\$ (31,637)	-10.2%
11412 Assessors Expense									
11412 524500	Assessors R&M Office Equipment	\$ 253	\$ 268	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
11412 530000	AS Registry of Deeds	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
11412 530016	Conferences & Professional Dev	\$ -	\$ -	\$ 1,197	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11412 530200	Assessors Revaluation Services	\$ 98,021	\$ 84,579	\$ 92,750	\$ 120,000	\$ 120,000	\$ 120,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11412 530600	AS Prof Svcs Data Process	\$ 735	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
11412 542100	Assessors Office Supplies Exp	\$ 2,534	\$ 977	\$ 4,899	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11412 558100	Assessors Subscriptions Exp	\$ 1,109	\$ 1,134	\$ 1,491	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
11412 571000	Assessors In State Travel Exp	\$ 3,419	\$ -	\$ 80	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
11412 573000	Assessors Dues and Memb Exp	\$ 1,517	\$ 640	\$ 510	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
TOTAL	Assessors Expense	\$ 107,589	\$ 87,598	\$ 100,927	\$ 136,000	\$ 136,000	\$ 136,000	\$ -	0.0%
TOTAL SALARIES		\$ 262,175	\$ 257,059	\$ 297,782	\$ 311,251	\$ 279,614	\$ 279,614	\$ (31,637)	-10.2%
TOTAL EXPENSES		\$ 107,589	\$ 87,598	\$ 100,927	\$ 136,000	\$ 136,000	\$ 136,000	\$ -	0.0%
		\$ 369,764	\$ 344,657	\$ 398,709	\$ 447,251	\$ 415,614	\$ 415,614	\$ (31,637)	-7.1%
GRAND TOTAL		\$ 369,764	\$ 344,657	\$ 398,709	\$ 447,251	\$ 415,614	\$ 415,614	\$ (31,637)	-7.1%
								\$ (31,637)	

HUMAN RESOURCES





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 274,871.00	\$ 245,012.00	\$ (29,859.00)	-10.9%	3.8
Total Expenses	\$ 36,200.00	\$ 36,200.00	\$ -	0.0%	
Grand Total	\$ 311,071.00	\$ 281,212.00	\$ (29,859.00)	-9.6%	

Submitted by: Jessica Porter, Director

Summary of Program Responsibilities:

The primary areas of responsibility that fall under the purview of the Human Resources Department are as follows:

Benefits Administration: The Human Resources staff is responsible for administering benefits for all Town and School employees (inclusive of the Light Department). Benefits offered include a self-insured health plan offered by Harvard Pilgrim, retiree health plans offered by Harvard Pilgrim and Tufts, dental plans offered by Delta Dental, 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. Administration also includes 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 worker's compensation issues and unemployment, 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 maintenance and updates of 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, applicable training for our employees to ensure that they remain current in their skills, often utilizing resources available through our partnership with the Massachusetts Municipal Association.

In addition to the primary areas above, Human Resources staff also provides informational assistance to residents, prospective applicants, and other municipalities, upon request, regarding our benefits, compensation and staffing. Collaboration and information sharing between municipalities ensures fair and consistent policies and practices, and assists us with recruiting and retaining the best talent possible.



FY19 Accomplishments:

- Continued to update and implement numerous employment policies that were either outdated or non-existent.
- Continued our formal employee training program utilizing free available resources.
- Held regular, quarterly meetings of the Town Safety Committee, to discuss training opportunities, workers compensation cases, and grant opportunities.
- Collaborated with the School Human Resources office on a regular basis.
- Worked on various position reclassifications across several departments.
- Assisted the OPEB Study Committee by providing information and answering questions.
- Organized the fourth annual Thanksgiving Food Drive for benefit of the Belmont Food Pantry.
- Collaborated with the payroll office and worked with our software vendor (MUNIS) to complete the extensive filing requirements relative to the Affordable Care Act.

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE	FTE	FTE	FTE	FTE	FTE	FY19	DEPT. REQ.	FY20	TAREC	FY20
	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>SAL</u>	<u>FY2020</u>	<u>SAL</u>	<u>FY2020</u>	<u>SAL</u>
Human Resources											
Director	1.0	1.0	1.0	1.0	1.0	1.0	\$ 123,551	1.0	\$ 126,022	1.0	\$ 126,022
Human Resources Generalist	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,013	1.0	\$ 71,413	1.0	\$ 71,413
*Benefits Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 61,323	1.0	\$ 61,323	1.0	\$ 61,323
Administrative Assistant II	0.9	0.9	0.9	0.9	0.9	0.9	\$ 46,644	0.8	\$ 47,577	0.8	\$ 47,577
Total	3.9	3.9	3.9	3.9	3.9	3.9	301,530.6	3.8	306,334.8	3.8	306,334.8

Vacant or changes to position

Administrative Assistant II upgraded to

Administrative Assistant III on January 1, 2019.

Hours also reduced from 32.5 to 30

* Benefits Coordinator Salary - Paid From the Health Insurance Trust Fund

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11521 Human Resources Salary									
11521 511000	Human Resources FT Salary	\$ 164,831	\$ 184,704	\$ 176,364	\$ 193,564	\$ 197,435	\$ 197,435	\$ 3,871	2.0%
11521 511100	Human Resources PT Salary	\$ 43,046	\$ 44,149	\$ 45,446	\$ 46,644	\$ 47,577	\$ 47,577	\$ 933	2.0%
11521 517000	Human Resources Health Ins	\$ 28,305	\$ 28,305	\$ 29,010	\$ 31,205	\$ -	\$ -	\$ (31,205)	-100.0%
11521 517800	Human Resources Medicare	\$ 3,278	\$ 3,320	\$ 3,471	\$ 3,458	\$ -	\$ -	\$ (3,458)	-100.0%
TOTAL	Human Resources Salary	\$ 239,459	\$ 260,478	\$ 254,291	\$ 274,871	\$ 245,012	\$ 245,012	\$ (29,859)	-10.9%
11522 Human Resources Expense									
11522 524500	Human Resources R&M Office Eq	\$ 1,516	\$ 209	\$ 1,159	\$ 1,400	\$ 1,400	\$ 1,400	\$ -	0.0%
11522 530000	HR Professional & Tech Expense	\$ 1,275	\$ -	\$ 10,689	\$ 4,750	\$ 4,500	\$ 4,500	\$ (250)	-5.3%
11522 530016	Conferences & Professional Dev	\$ -	\$ 1,435	\$ 2,382	\$ 2,900	\$ 2,900	\$ 2,900	\$ -	0.0%
11522 531400	HR Employee Assistance Program	\$ -	\$ -	\$ -	\$ 2,750	\$ 2,500	\$ 2,500	\$ (250)	-9.1%
11522 531401	Medical Services	\$ -	\$ -	\$ -	\$ 1,000	\$ 800	\$ 800	\$ (200)	-20.0%
11522 531500	HR Drug Testing Expense	\$ 1,310	\$ 1,430	\$ 1,465	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
11522 531501	Prof Services-BackgroundChecks	\$ -	\$ 4,500	\$ 3,600	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	0.0%
11522 531700	HR Prof Serv Employee Training	\$ 4,305	\$ 1,592	\$ 1,550	\$ 3,000	\$ 2,500	\$ 2,500	\$ (500)	-16.7%
11522 531900	HR Prof Services Advertising	\$ 4,725	\$ 8,837	\$ 7,369	\$ 5,500	\$ 6,250	\$ 6,250	\$ 750	13.6%
11522 534600	HR Printing and Mailing Exp	\$ 375	\$ 509	\$ 730	\$ 500	\$ 500	\$ 500	\$ -	0.0%
11522 542100	HR Office Supplies Expense	\$ 4,182	\$ 1,550	\$ 2,527	\$ 1,200	\$ 1,500	\$ 1,500	\$ 300	25.0%

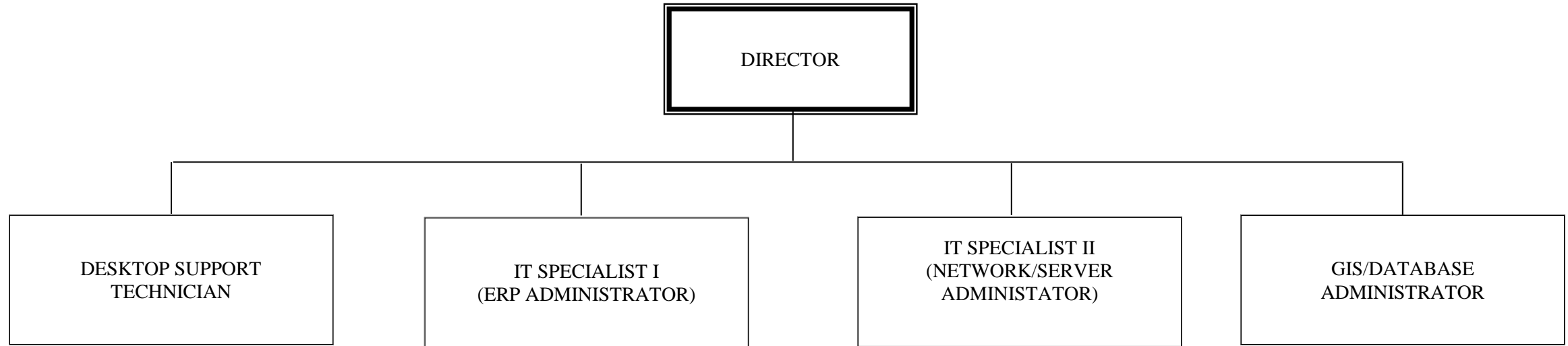
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11522 552900	Human Resources Books Expense	\$ 63	\$ -	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0.0%
11522 571000	HR In State Travel Expense	\$ 377	\$ 103	\$ 631	\$ 500	\$ 550	\$ 550	\$ 50	10.0%
11522 573000	HR Dues and Memb Expense	\$ 1,735	\$ 319	\$ 1,448	\$ 1,400	\$ 1,500	\$ 1,500	\$ 100	7.1%
TOTAL	Human Resources Expense	\$ 19,863	\$ 20,485	\$ 33,551	\$ 36,200	\$ 36,200	\$ 36,200	\$ -	0.0%
TOTAL SALARIES		\$ 239,459	\$ 260,478	\$ 254,291	\$ 274,871	\$ 245,012	\$ 245,012	\$ (29,859)	-10.9%
TOTAL EXPENSES		\$ 19,863	\$ 20,485	\$ 33,551	\$ 36,200	\$ 36,200	\$ 36,200	\$ -	0.0%
		\$ 259,322	\$ 280,962	\$ 287,842	\$ 311,071	\$ 281,212	\$ 281,212	\$ (29,859)	-9.6%
GRAND TOTAL		\$ 259,322	\$ 280,962	\$ 287,842	\$ 311,071	\$ 281,212	\$ 281,212	\$ (29,859)	-9.6%
								\$ (29,859)	



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INFORMATION TECHNOLOGY DEPARTMENT





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 454,298.00	\$ 388,910.00	\$ (65,388.00)	-14.4%	5.0
Total Expenses	\$ 350,906.00	\$ 432,459.00	\$ 81,553.00	23.2%	
Total Overlay	\$ 147,024.00	\$ 145,000.00	\$ (2,024.00)	-1.4%	
Grand Total	\$ 952,228.00	\$ 966,369.00	\$ 14,141.00	1.5%	

Submitted by: David Petto, Town IT Director

Summary of Program Responsibilities:

The Information Technology Department has five primary responsibilities:

- *Desktop Services.* The Department provides Computer Help Desk, Printer, PC replacement and Mobile (laptop, tablet and smartphone) services for all Town Departments.
- *ERP System Administration.* The Department provides Enterprise Resource Planning (ERP) System administration for the Town's MUNIS system.
- *GIS and Database Administration.* This Department is responsible for maintaining the Town's Geographical Information System (GIS) including the Master Address Table (MAT) and also maintains the several Databases developed by all Town Departments.
- *File Server and Communications Administration.* This Department maintains the Town's Email System (MSOffice 365), systems security (anti-virus, anti-malware and encryption), Intrusion Detection System (IDS), Identity Management System, User Behavioral Analytics, Browser services, File storage, Fire Dispatch System, Fire Staff Management System, Backup Systems, Cloud Based Systems, and Virtual Machines.
- *Technical Training.* The Department is responsible for providing training in the use of a number of the Town's systems such as Email, GIS, and File Storage. Also, to provide training in proper security measures for protection of personal information for residents and staff.

FY19 Accomplishments:

- Moved OFF365 environment from Commercial Tenant to Government Tenant.
- Installed Artificial Intelligence (AI) based Network Security System.
- Upgraded all Desktop computers to Microsoft Windows 10 operating system.



Additional Information:

	FY18	FY19	FY19	FY20
Desktop Services	Actual	Budget	Estimated	Budget
# TechSupport Requests	3026	3,400	3,200	3,100
# Techsupport Requests Resolved within 5 days	2796	2,550	2,650	2,750
# Request for Support Recalls	268	272	280	270
% Request for Support Recalls	8.86%	8.75%	8.75%	8.71%
ERP System Services				
System Up-Time %	97.0%	98.0%	97.5%	98.0%
# of Updates	1256	1000	980	950
GIS/Database Administration				
# Dept Using GIS	13	15	15	16
Database Up-time %	99.0%	99.0%	98.5%	99.0%
# of Updates/Features	1475	1200	1600	1800
# of Maps & Geodatabases	205	220	280	250
File Server & Communication				
File System Up-time Percentage.	99.0%	99.0%	98.5%	99.0%
Email System Up-time Percentage.	98.0%	98.0%	98.0%	98.0%
# of Upgrades	175	180	300	150

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019	FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TA RECOMM FY2020	FY20 SAL
Information Technology											
Information Systems Manager	1.0	1.0	1.0	1.0	1.0	1.0	\$ 94,645	1.0	\$ 96,538	1.0	\$ 96,538
GIS Database Administrator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,002	1.0	\$ 80,582	1.0	\$ 80,582
Information Specialist I	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,386	1.0	\$ 77,914	1.0	\$ 77,914
Information Specialist II	1.0	1.0	1.0	1.0	1.0	1.0	\$ 72,427	1.0	\$ 73,876	1.0	\$ 73,876
Technical Assistant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 58,824	1.0	\$ 60,000	1.0	\$ 60,000
Total	5.0	5.0	5.0	5.0	5.0	5.0	381,283.2	5.0	388,909.3	5.0	388,909.3
Vacant or changes to position											

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11551 Information Technology Salary									
11551 511000	Information Tech FT Salary	\$ 326,246	\$ 353,707	\$ 364,691	\$ 381,283	\$ 388,910	\$ 388,910	\$ 7,627	2.0%
11551 517000	Information Tech Health Ins	\$ 71,150	\$ 65,140	\$ 62,005	\$ 67,595	\$ -	\$ -	\$ (67,595)	-100.0%
11551 517800	Information Tech Medicare	\$ 5,000	\$ 5,116	\$ 5,279	\$ 5,420	\$ -	\$ -	\$ (5,420)	-100.0%
TOTAL	Information Technology Salary	\$ 402,396	\$ 423,963	\$ 431,975	\$ 454,298	\$ 388,910	\$ 388,910	\$ (65,388)	-14.4%
11552 Information Technology Expense									
11552 524600	IT R&M Computer Equipment Exp	\$ 170	\$ 1,391	\$ 290	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
11552 530000	IT - Prof Services - Identity	\$ 59,438	\$ 25,380	\$ 15,853	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
11552 530300	IT Software Licenses Expense	\$ 196,501	\$ 170,041	\$ 231,571	\$ 169,700	\$ 170,500	\$ 170,500	\$ 800	0.5%
11552 530400	IT Network Support Expense	\$ 74,782	\$ 90,077	\$ 83,945	\$ 100,200	\$ 105,400	\$ 105,400	\$ 5,200	5.2%
11552 531700	IT Staff Development Expense	\$ 4,808	\$ 3,311	\$ 3,536	\$ 6,100	\$ 5,400	\$ 5,400	\$ (700)	-11.5%
11552 542100	IT Tech Office Supply Expense	\$ 6,174	\$ 6,473	\$ 4,408	\$ 6,000	\$ 4,500	\$ 4,500	\$ (1,500)	-25.0%
11552 542400	IT Hardware Supplies Expense	\$ 40,039	\$ 23,517	\$ 10,991	\$ 32,206	\$ 32,000	\$ 32,000	\$ (206)	-0.6%
11552 542500	IT Software Supplies Expense	\$ 1,895	\$ 137	\$ 2,361	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
11552 558100	IT Subscriptions Expense	\$ 1,273	\$ 1,573	\$ 1,796	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
11552 534100	Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,500	\$ 32,500	#DIV/0!

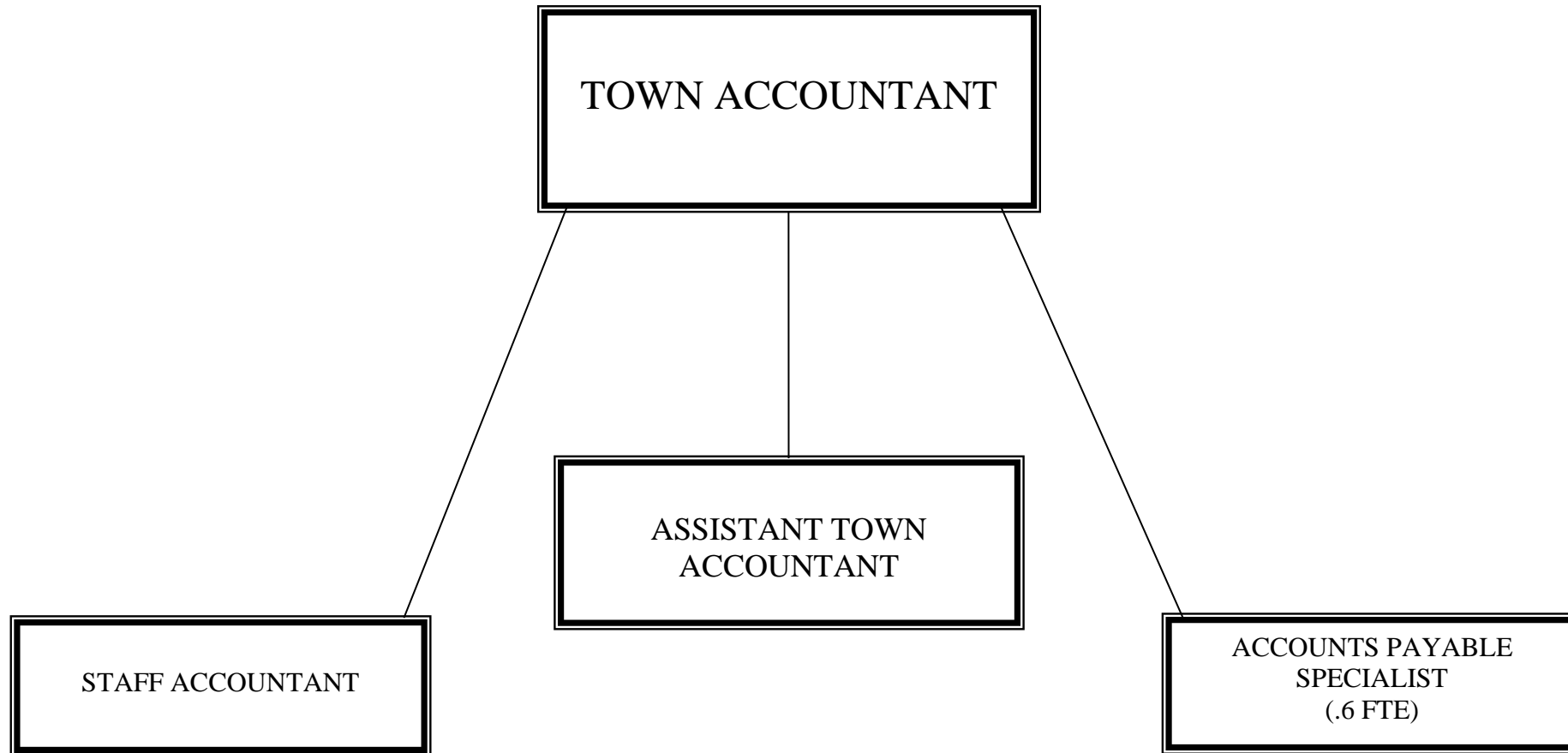
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11552 534100	Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,459	\$ 45,459	#DIV/0!
TOTAL	Information Technology E	\$ 385,079	\$ 321,900	\$ 354,749	\$ 350,906	\$ 354,500	\$ 432,459	\$ 81,553	23.2%
11553 Informational Technology Equip									
11553 582900	IT - Fiber Network Consultant	\$ 10,417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11553 585200	IT Upgrd Town/Sch Netwrk	\$ 62,780	\$ 62,893	\$ 94,370	\$ 95,000	\$ 95,000	\$ 95,000	\$ -	0.0%
11553 587100	IT Equipment Replacement Exp	\$ 50,000	\$ 47,484	\$ 48,501	\$ 52,024	\$ 50,000	\$ 50,000	\$ (2,024)	-3.9%
TOTAL	Informational Technology Equip	\$ 123,197	\$ 110,377	\$ 142,871	\$ 147,024	\$ 145,000	\$ 145,000	\$ (2,024)	-1.4%
TOTAL SALARIES		\$ 402,396	\$ 423,963	\$ 431,975	\$ 454,298	\$ 388,910	\$ 388,910	\$ (65,388)	-14.4%
TOTAL EXPENSES		\$ 385,079	\$ 321,900	\$ 354,749	\$ 350,906	\$ 354,500	\$ 432,459	\$ 81,553	23.2%
TOTAL OVERLAY		\$ 123,197	\$ 110,377	\$ 142,871	\$ 147,024	\$ 145,000	\$ 145,000	\$ (2,024)	-1.4%
		\$ 910,671	\$ 856,239	\$ 929,596	\$ 952,228	\$ 888,410	\$ 966,369	\$ 14,141	1.5%
GRAND TOTAL		\$ 910,671	\$ 856,239	\$ 929,596	\$ 952,228	\$ 888,410	\$ 966,369	\$ 14,141	1.5%
							\$ 14,141		



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Town Accountant Office





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 366,747	\$ 291,844	\$ (74,903)	\$ (0)	3.6
Total Expenses	\$ 107,676	\$ 107,300	\$ (376)	\$ (0)	
Grand Total	\$ 474,423	\$ 399,144	\$ (75,279)	\$ (0)	

Submitted by: Chitra V. Subramanian

Summary of Program Responsibilities:

The Town Accountant maintains fiscal records and internal controls for all departments of the Town and School.

Responsibilities include a) preparation and maintenance of key financial records including the Financial Statements and the General Ledger ; b) maintain internal controls by monitoring revenues and expenditures of all departments of the Town and School; c) certify availability of funds prior to entering into contracts and prior to payment of invoices; d) assist in providing financial reports to departments, in preparation of the Town budget , in Tax Rate setting and in preparing any other information or reports as requested by the Town. The department ensures that all financial reporting requirements are in accordance with federal, state, and town bylaws

The Accounting Department has four primary responsibilities:

Accounting:

- Preparation and maintenance of key financial records for all funds, including General Ledger and Financial Statements.
- Submit a) Balance Sheets for Free Cash Certification, b) Schedule A c) assists in the Preparation and Submission of TAX RECAP sheets to Department of Revenue for Certification of the Annual Tax Rate.

Auditing:

- External: - The Town Accountant works with external auditors to obtain the annual audited financial statements in conformity with GAAP and GASB.
- Internal: -The Town Accountant regularly audits health insurance, salary and other benefits expenses on a quarterly basis. The Department reviews internal procedures of all departments and performs fraud risk assessments.

Budget/ Reporting: As part of the Budget Team, the Town Accountant attends budget meetings for departmental operating and capital budget requests.

The Town Accountant provides financial information to all departments, assists in the review of annual budgets as part of the Town Administrator's team and monitors all revenues and expenditures.

Town Accountant coordinates with the Human Resources, Retirement System, School and Treasurer to prepare data the biennial Actuarial Studies for Pensions and for Other Post-Employment Benefits (OPEB).

Other – Committees: The Town Accountant is an ex-officio member of both the Permanent Audit Committee, the Belmont Retirement Board and the Capital Budget Committee.

Staff Accountant, is an elected member of the Belmont Credit Union.



Staffing: The Accounting Department has 3.6 full time equivalent employees.

FY19 Accomplishments:

- Early planning and implementation of GASBs 74 & 75 OPEB studies have enabled the data to be incorporated in the financial statements of all entities of the Town, Retirement system, Light department and Housing Authorities on or prior to the required deadlines.
 - 2018 audit financials presented to the Audit Committee by Jan 19, 2019
 - FY18 Free Cash submitted by October 8, 2018 and certified by November 18, 2018. FY19 RECAP and Schedule A were submitted by November 22, 2018 and certified by December 20, 2018.
- Utility billings are being reconciled on a monthly basis in the new Utility Software (NISC) and Recreation software (MAX GALAXY)
- Bidding and Billing processes have been formally established for all major Building Committees.
- MSBA reimbursements requests are being filed promptly after payments are processed by the Accounting Department.
- As part of Vision 21 – implemented Journal Entry workflow and Budget Entry workflow
- All staff members have been cross trained in all aspects of the duties of the Accounting Office.



Additional Information:

Town Accountant – Departmental Goals

- *Complete Town Policies and Procedures for the Town as well as the department.
- *Complete Internal Controls and other recommendations per the FY18 Audit management letter.
- *As part of Vision 21 – establish workflow to email Purchase Orders to vendors, saving on paper, printing and mailing costs.
- Close the books in MUNIS by August 31,2019
- Complete Balance Sheet submissions to DOR for Free Cash Certification by October 31, 2019.
- Complete FY20 RECAP by November 10,2019
- *Coordinate with departments to prepare OPEB study as of 6/30/19 by October 1, 2019.
- Work with Staff Accountant on Contract Management module in MUNIS, Month End reconciliations, Town Reports
- Work with Assistant Accountant on RECAP document preparation and Purchase Order workflow, and MA School Building filings for reimbursements.
- Preparation and posting the FY20 Budget in the General ledger using the MUNIS Central Budget and Salary Projection modules.

A/P and Procurement Performance measures

Accounts Payable/Procurement Oversight	FY2018	FY19	FY2019	FY20
	Actual	Budget	Estimated	Budget
No. of Vendors Added or Changed Per Year	593	700	640	675
No. of Town Invoices	15852	16500	14500	16000
No. of School & Light Invoices Paid	9426	10000	9500	9700
No. of Contracts & Charges Orders Reviewed	113	110	160	160

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Position Classification	Personnel Detail						FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TARECC FY2020	FY20 SAL
	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019					
Town Accountant											
Town Accountant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 111,994	1.0	\$ 114,234	1.0	\$ 114,234
Assistant Town Accountant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 84,557	1.0	\$ 86,248	1.0	\$ 86,248
Staff Accountant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,282	1.0	\$ 68,628	1.0	\$ 68,628
AP Specialist	0.6	0.6	0.6	0.6	0.6	0.6	\$ 22,073	0.6	\$ 22,734	0.6	\$ 22,734
Total	3.6	3.6	3.6	3.6	3.6	3.6	\$ 285,906	3.6	\$ 291,844	3.6	\$ 291,844
Vacant or changes to position											

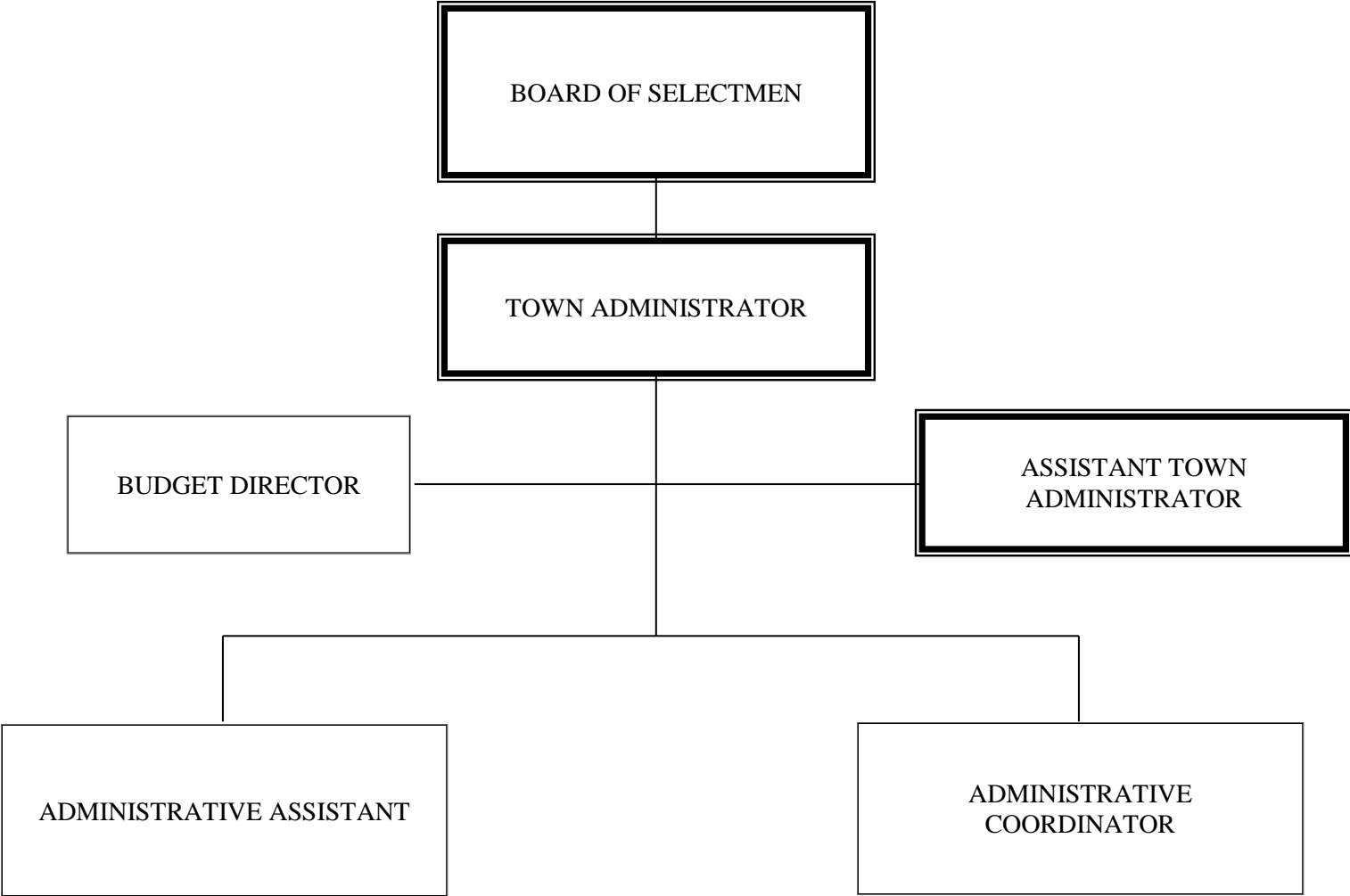
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11322 578500	Accounting Warr Com Reserve	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ 400,000	\$ -	0.0%
TOTAL	Town Accountant Expense	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ 400,000	\$ -	0.0%
11351 Town Accountant Salary									
11351 511000	Acctg Full Time Salary	\$ 236,654	\$ 251,117	\$ 257,470	\$ 263,833	\$ 267,873	\$ 269,110	\$ 5,277	2.0%
11351 511100	Acctg Part Time Salary	\$ 26,602	\$ 15,803	\$ 17,661	\$ 26,573	\$ 22,734	\$ 22,734	\$ (3,839)	-14.4%
11351 513000	Acctg Overtime Salary	\$ -	\$ -	\$ -	\$ 500	\$ 4,000	\$ -	\$ (500)	-100.0%
11351 514100	Specialty Pay/Stipend	\$ 1,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11351 517000	Acctg Health Insurance	\$ 44,590	\$ 28,305	\$ 28,625	\$ 71,640	\$ -	\$ -	\$ (71,640)	-100.0%
11351 517800	Acctg Medicare	\$ 3,948	\$ 4,090	\$ 4,209	\$ 4,201	\$ -	\$ -	\$ (4,201)	-100.0%
TOTAL	Town Accountant Salary	\$ 313,543	\$ 299,315	\$ 307,965	\$ 366,747	\$ 294,607	\$ 291,844	\$ (74,903) \$ (74,903)	-20.4%
11352 Town Accountant Expense									
11352 527200	Acctg Rent/Main Off Equip	\$ 1,241	\$ 1,138	\$ 1,422	\$ 2,341	\$ 1,900	\$ 1,900	\$ (441)	-18.8%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11352 530000	Acctg Prof & Tech Expense	\$ 1,075	\$ 18,058	\$ 19,370	\$ 25,000	\$ 31,000	\$ 25,000	\$ -	0.0%
11352 530120	Auditing Town Books	\$ 51,000	\$ 65,000	\$ 51,000	\$ 61,000	\$ 63,000	\$ 63,000	\$ 2,000	3.3%
11352 542100	Acctg Office Supplies Exp	\$ 2,773	\$ 2,035	\$ 2,531	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
11352 552900	Accounting Books Expense	\$ -	\$ -	\$ -	\$ 300	\$ 600	\$ 600	\$ 300	100.0%
11352 558900	Warrant Committee Misc Exp	\$ -	\$ -	\$ -	\$ 300	\$ 300	\$ 300	\$ -	0.0%
11352 571000	Acctg In State Travel Exp	\$ 6,011	\$ 5,278	\$ 4,710	\$ 5,200	\$ 5,750	\$ 5,200	\$ -	0.0%
11352 571100	Acctg -Travel Reimb All Depts	\$ 4,864	\$ 4,077	\$ 4,212	\$ 10,000	\$ 10,000	\$ 7,000	\$ (3,000)	-30.0%
11352 573000	Acctg Dues and Memb Exp	\$ 455	\$ 465	\$ 730	\$ 1,035	\$ 1,800	\$ 1,800	\$ 765	73.9%
TOTAL	Town Accountant Expense	\$ 67,418	\$ 96,050	\$ 83,974	\$ 107,676	\$ 116,850	\$ 107,300	\$ (376)	-0.3%
TOTAL SALARIES		\$ 313,543	\$ 299,315	\$ 307,965	\$ 366,747	\$ 294,607	\$ 291,844	\$ (74,903)	-20.4%
TOTAL EXPENSES		\$ 67,418	\$ 96,050	\$ 83,974	\$ 107,676	\$ 116,850	\$ 107,300	\$ (376)	-0.3%
		\$ 380,962	\$ 395,365	\$ 391,939	\$ 474,423	\$ 411,457	\$ 399,144	\$ (75,279)	-15.9%
GRAND TOTAL		\$ 380,962	\$ 395,365	\$ 391,939	\$ 474,423	\$ 411,457	\$ 399,144	\$ (75,279)	-15.9%
								\$ (75,279)	

TOWN ADMINISTRATION





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Town of Belmont - Town Administration's Fiscal Year 2020 Budget Recommendation

OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 593,449.00	\$ 542,346.00	\$ (51,103.00)	-8.6%	5.00
Total Expenses	\$ 413,340.00	\$ 403,540.00	\$ (9,800.00)	-2.4%	
Grand Total	\$ 1,006,789.00	\$ 945,886.00	\$ (60,903.00)	-6.0%	

Submitted by: Patrice Garvin

Program Responsibilities: The Board of Selectmen/Town Administrator's Office has four primary areas of responsibility:

General Management Services:

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

- **Fiscal & Budgetary Oversight:** This function is responsible for managing the Town's annual budget process and ongoing financial review and oversight. The Town Administrator serves as the liaison between Town Departments and the appointed Warrant Committee and Capital Budget Committee.
- **Communications/Public Information:** This function maintains primary responsibility for centralized town-wide communications, media relations, constituent services, Town Meeting preparation and the publishing of the Town's Annual Report. The office is responsible for website management and public outreach to the community and externally via the world-wide web and social media.
- **Committees/Commissions:** The office provides administrative support for Board Appointed Committees, the Warrant Committee and Capital Budget Committee. Tasks include posting of 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 received from residents for appointment to various committees and boards by the Board of Selectman (BOS).
- **Risk Management:** The office manages the Town's risk management and insurances for property, casualty, liability and auto insurance, workers compensation, health insurance trust fund.

BOARD OF SELECTMEN:

The BOS appoints a Town Administrator who performs the duties outlined under the legal authority of the elected three-member Board and the Town Administrator's Act approved by the legislature and Governor in 2013. The BOS holds biweekly public meetings (and usually more) to discuss: policy issues, address resident concerns, call the Town Meeting, approves annual budgets, local licenses and Town Meeting Warrant Articles, as well as other issues facing the Town.

LEGAL SERVICES:

The office oversees and works directly with Town Counsel to manage the Town's legal services. The office also coordinates the services of labor counsel and special counsel with all Town Departments. Town Counsel is appointed by the Board of Selectmen to represent the interests of the Town of Belmont. The office works closely with Town Counsel to prepare the Town Meeting Warrant and to draft warrant articles and motions for Town Meetings.



FY19 ACCOMPLISHMENTS

- Continued collaboration between the Board of Selectmen, School, Warrant and Capital Budget Committees in developing a fiscal 201 operating and capital budget.
- Continue implementation and monitoring of Green Communities Initiatives to achieve energy consumption reductions.
- Continue the Belmont High School Building process in accordance with MSBA requirements and timelines.

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	<u>FTE</u> <u>FY2014</u>	<u>FTE</u> <u>FY2015</u>	<u>FTE</u> <u>FY2016</u>	<u>FTE</u> <u>FY2017</u>	<u>FTE</u> <u>FY2018</u>	<u>FTE</u> <u>FY2019</u>	<u>FY19</u> <u>SAL</u>	<u>DEPT. REQ.</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>	<u>TAREC</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>
Town Administration / Board of Selectmen											
Town Administrator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 171,360	1.0	\$ 174,788	1.0	\$ 174,788
Assistant Town Administrator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 126,654	1.0	\$ 127,759	1.0	\$ 127,759
Budget Director	1.0	1.0	1.0	1.0	1.0	1.0	\$ 82,578	1.0	\$ 104,734	1.0	\$ 104,734
Administrative Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,775	1.0	\$ 61,200	1.0	\$ 61,200
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0	1.0	\$ 48,348	1.0	\$ 57,466	1.0	\$ 57,466
Total	5.0	5.0	5.0	5.0	5.0	5.0	499,715.3	5.0	525,947.0	5.0	525,947.0

Vacant or changes to position

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11221 Selectmen Salaries									
11221 511900	Selectmen Elected Official Sal	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ -	0.0%
11221 517000	Selectmen Health Insurance	\$ 32,570	\$ 16,285	\$ 16,690	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11221 517800	Medicare	\$ 203	\$ 203	\$ 203	\$ 203	\$ -	\$ -	\$ (203)	-100.0%
TOTAL	Selectmen Salaries	\$ 46,773	\$ 30,488	\$ 30,893	\$ 14,203	\$ 14,000	\$ 14,000	\$ (203)	-1.4%
11222 Selectmen Expenses									
11222 530000	Selectmen Prof & Tech Exp	\$ 51,023	\$ 21,159	\$ 1,163	\$ 63,840	\$ 63,840	\$ 63,840	\$ -	0.0%
11222 571000	Selectmen In State Travel Exp	\$ -	\$ -	\$ 540	\$ 450	\$ 450	\$ 450	\$ -	0.0%
11222 573000	Selectmen Dues and Memb Exp	\$ 7,148	\$ 7,188	\$ 7,305	\$ 7,200	\$ 7,200	\$ 7,200	\$ -	0.0%
TOTAL	Selectmen Expenses	\$ 58,171	\$ 28,347	\$ 9,008	\$ 71,490	\$ 71,490	\$ 71,490	\$ -	0.0%
11231 Town Administrator Salary									
11231 511000	Town Administrator FT Salary	\$ 470,604	\$ 475,003	\$ 436,696	\$ 505,543	\$ 525,946	\$ 525,946	\$ 20,403	4.0%
11231 511100	Town Adm - PT Salaries	\$ -	\$ 25,238	\$ 17,520	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	-100.0%
11231 517000	Town Administrator Health Ins	\$ 44,590	\$ 54,865	\$ 56,230	\$ 61,300	\$ -	\$ -	\$ (61,300)	-100.0%

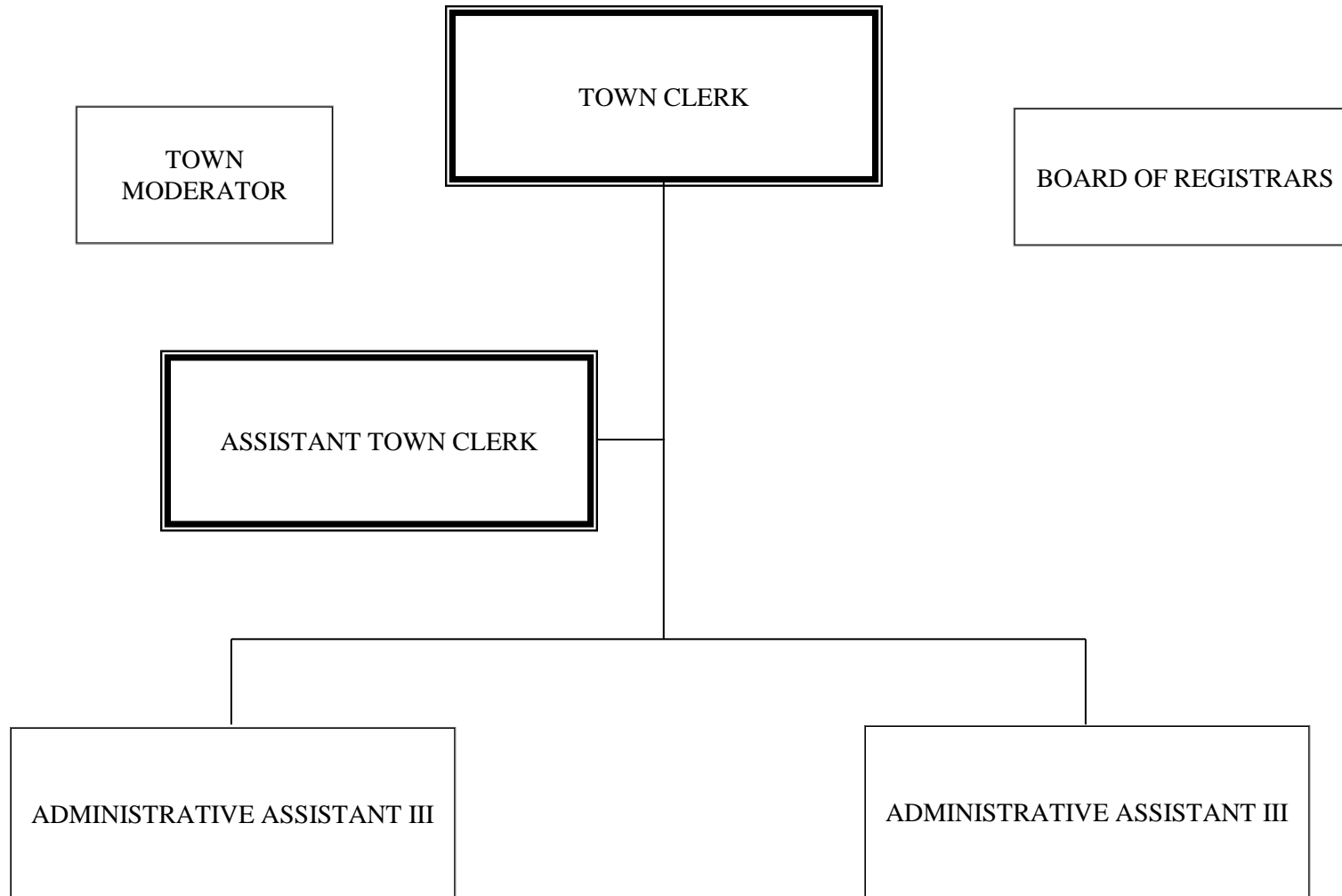
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11231 517800	Town Administrator Medicare	\$ 6,804	\$ 7,105	\$ 7,469	\$ 7,403	\$ -	\$ -	\$ (7,403)	-100.0%
11231 519400	TA Stipends Car	\$ 1,800	\$ 1,200	\$ 1,200	\$ -	\$ 2,400	\$ 2,400	\$ 2,400	#DIV/0!
TOTAL	Town Administrator Salar	\$ 523,798	\$ 563,411	\$ 519,115	\$ 579,246	\$ 533,346	\$ 528,346	\$ (50,900)	-8.8%
11232 Town Administrator Expense									
11232 524500	Town Administrator R&M Off Eq	\$ -	\$ -	\$ 499	\$ 200	\$ 200	\$ 200	\$ -	0.0%
11232 527200	TA Rental Office Equipment	\$ 3,417	\$ 3,461	\$ 1,943	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0.0%
11232 530000	TA Professional & Tech Expense	\$ 11,013	\$ 12,341	\$ 10,884	\$ 12,000	\$ 12,000	\$ 7,000	\$ (5,000)	-41.7%
11232 531700	TA Prof Serv Employee Training	\$ 2,090	\$ 3,779	\$ 2,560	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
11232 531900	TA Prof Services Advertising	\$ 998	\$ 835	\$ 620	\$ 1,000	\$ 1,000	\$ 500	\$ (500)	-50.0%
11232 534100	TA Telephone Expense	\$ 2,172	\$ 2,071	\$ 1,904	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	0.0%
11232 534600	TA Printing and Mailing Exp	\$ 900	\$ 965	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11232 534700	Report Printion	\$ -	\$ 548	\$ 1,964	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	-100.0%
11232 542100	TA Office Supplies Expense	\$ 7,741	\$ 5,772	\$ 5,673	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
11232 571000	TA In State Travel Expense	\$ 1,852	\$ 2,059	\$ 4,029	\$ 5,500	\$ 5,500	\$ 3,000	\$ (2,500)	-45.5%
11232 573000	TA Dues and Memb Expense	\$ 3,648	\$ 3,663	\$ 3,440	\$ 3,800	\$ 3,800	\$ 3,000	\$ (800)	-21.1%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Town Administrator Expen	\$ 33,829	\$ 35,494	\$ 33,516	\$ 36,850	\$ 36,850	\$ 27,050	\$ (9,800)	-26.6%
	11512 Legal Expense								
11512 530100	Legal Expense	\$ 225,553	\$ 333,718	\$ 207,638	\$ 290,000	\$ 290,000	\$ 290,000	\$ -	0.0%
11512 576100	Legal Claims and Settlements	\$ 39,500	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.0%
TOTAL	Legal Expense	\$ 265,053	\$ 333,718	\$ 207,638	\$ 297,500	\$ 297,500	\$ 297,500	\$ -	0.0%
	15442 Town Adm - VFW & Amer Legion								
15442 527100	VFW & Amer Leg Rental of Bldg	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.0%
TOTAL	Town Adm - VFW & Amer Le	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.0%
TOTAL SALARIES		\$ 570,571	\$ 593,899	\$ 550,008	\$ 593,449	\$ 547,346	\$ 542,346	\$ (51,103)	-8.6%
TOTAL EXPENSES		\$ 364,553	\$ 405,059	\$ 257,662	\$ 413,340	\$ 413,340	\$ 403,540	\$ (9,800)	-2.4%
		\$ 935,125	\$ 998,958	\$ 807,670	\$ 1,006,789	\$ 960,686	\$ 945,886	\$ (60,903)	-6.0%
GRAND TOTAL		\$ 935,125	\$ 998,958	\$ 807,670	\$ 1,006,789	\$ 960,686	\$ 945,886	\$ (60,903)	-6.0%
								\$ (60,903)	

Town Clerk's Office





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 408,785.00	\$ 357,406.00	\$ (51,379.00)	-12.6%	4.5
Total Expenses	\$ 89,490.00	\$ 112,400.00	\$ 22,910.00	25.6%	
Grand Total	\$ 498,275.00	\$ 469,806.00	\$ (28,469.00)	-5.7%	

Submitted by: Ellen O'Brien Cushman

Summary of Program Responsibilities:

The Town Clerk's Office secures records and communicates governmental vital information in a timely manner and is the first point of contact for most resident/agency inquiries. We are routinely a point for residents to begin the complaint process. 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.

The Town Clerk's Office consists of three programs:

- Town Clerk: Responsible for creating, registering and maintaining official Town records, including births, deaths, marriages, businesses, pets, meetings and filings of committees and governmental bodies, and is the point of contact for Town residents, legal entities and local, State and Federal agencies. The Town Clerk is also the Town's Public Records Officer, and central point of information for Ethics and the Open Meeting Law.
- Elections & Registrations: Responsible for running elections and management of the Town census of voters and residents in compliance with local, State and federal laws. Work 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, maintaining contact information for and official communications to Town Meeting Members.

FY19 Accomplishments:

- Our biggest accomplishment of FY19 is surviving the Fall of 2018; three elections, eleven long days of Early Voting, four caucuses of Town Meeting Members and two days of Special Town Meeting, all within the span of nine weeks. In addition to 3384 Early Voters, and 1163 Absentee Ballots, voter turnout in November hit 73%, one of the highest in the State. We're still standing. Together with our 105 trained workers, each election closed out perfectly, and voters were impressed with our efficient processes, knowledgeable workers and convenience of Early Voting and Absentee hours.
- The utilities, software and databases we utilize were immensely valuable and saved countless staff labor hours
 - Next Request handled 1287 public records requests in calendar 2018, with an average response time of 2.4 days; all Town departments participate and rave about the time-saving technology.
 - Online Business Licensing was fully deployed this year, including online payments, department reviews/approvals and distribution, cutting time from application to approval to a few days from three weeks



Town of Belmont - Town Administration's Fiscal Year 2020 Budget Recommendation

- Electec, electronic pollbook licenses were purchased and deployed for Early Voting check-in, handling some 3384 voters over eleven days, allowing the Town Clerk's staff to account for voters by scanning barcodes instead of keying 8 separate fields for each voter into the State's Central Voter Registry. We cut our overtime labor hours nearly in half for this mandated period compared to 2016; by law, this system can only be used in Massachusetts for Early Voting.
 - Turning Point, our electronic voting system for Town Meeting, continued to perform flawlessly, efficiently providing accountable vote tallies in a fraction of the time a voice or standing vote would take.
 - Town Meeting Votes, indexed in our PeopleGIS database, allow us to quickly research actions of Town Meeting to fulfill requests from Town Counsel, legal entities, citizens and myriad requestors instead of pouring through books.
-
- During 2018, the Town Clerk's office also had 19,020 visitors come through our doors requiring our help (each one counted by our door counters), answered and sent 39,175 emails, 706 residency verifications for 1156 children for schools, licensed 2500 pets and still made time to participate in the 2020 Federal Census address project. We finished the Vital Records CPA project and have completed the scanning of Town Meeting Transcript, the first portion of our Town Records CPA project. It's been a long year!



Additional Information:

Changes of note in the Town Clerk's budget between FY19 and FY20:

- The Town Clerk's Election & Registration Budget changes significantly based upon the number and type of elections to be held in a year. Every year the Annual Town Election is held, setting the baseline for elections expense. In even-number years (2010, 2014, 2018) the budget must also include the State Primary and State General Election are significant activities and additional expense. Finally, every four years the Presidential Election takes over, adding another primary and general election. Moreover, the activities and costs of the Presidential Election years create a spike in elections expense with more people registering to vote, more workers at the polls, longer periods of Early Voting, more training for election workers, more office and computer supplies to print voter lists, and additional items within virtually every expense category.
- The FY20 budget includes the Annual Town Election and the Presidential Primary of 2020, in addition to budgeting for a Special Local Election in case one is required. During FY19, this Special Local election was held for the Marijuana Bylaw and the additional cost of adding the Belmont High School Debt Exclusion on the State ballot.
- The two Administrative Assistant positions in the Town Clerk's office were finally regraded from level 5 & level 6 to level 8 to properly reflect their actual work, expertise, independence and contributions to the many responsibilities of the office.
- The Elections & Registration FY20 budget displays a change of accounts, moving the cost of Police Details for elections from Elections Salary , 11621 512000 (Election Pollworkers, Tabulators, Election Setup) to Elections Other Expense, 11622 53000 (Election Professional & Technical Consulting). The Police Details will be paid as a vendor.
- The title of Town Clerk budget expense line 11612 530000, formerly called simply "Codification" has been corrected to Town Clerk Professional & Technical Consulting & Codification to properly classify the category, and be consistent with the other budget programs across the Town. It has always included a broader collection of items, including costs for online payments.

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Position Classification	Personnel Detail						FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TA RECO FY2020	FY20 SAL
	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019					
Legislative											
Town Meeting Moderator	0.1	0.1	0.1	0.1	0.1	0.1	\$ 450	0.1	\$ 450	0.1	\$ 450
Town Clerk											
Town Clerk	1.0	1.0	1.0	1.0	1.0	1.0	\$ 99,053	1.0	\$ 102,025	1.0	\$ 102,025
Administrative Assistant III	1.0	1.0	1.0	1.0	1.0	1.0	\$ 48,412	1.0	\$ 55,862	1.0	\$ 55,862
Administrative Assistant III	1.0	1.0	1.0	1.0	1.0	1.0	\$ 44,808	1.0	\$ 53,857	1.0	\$ 53,857
Elections & Registration											
Assistant Town Clerk	1.0	1.0	1.0	1.0	1.0	1.0	\$ 81,261	1.0	\$ 82,886	1.0	\$ 82,886
Board of Registrars	0.1	0.1	0.1	0.1	0.1	0.1	\$ 2,400	0.1	\$ 2,400	0.1	\$ 2,400
Registrars - Elections	0.1	0.1	0.1	0.1	0.1	0.1	\$ 700	0.1	\$ 700	0.1	\$ 700
Registrars - Elections	0.1	0.1	0.1	0.1	0.1	0.1	\$ 700	0.1	\$ 700	0.1	\$ 700
Registrars - Elections	0.1	0.1	0.1	0.1	0.1	0.1	\$ 700	0.1	\$ 700	0.1	\$ 700
Total	4.5	4.5	4.5	4.5	4.5	4.5	278,484.9	4.5	299,580.0	4.5	299,580.0
Vacant or changes to position											

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
11101 Legislative Salary									
11101 511000	Full Time Salaries	\$ 871	\$ 697	\$ 1,402	\$ 1,185	\$ -	\$ -	\$ (1,185)	-100.0%
11101 511900	Legislative Elect Official Sal	\$ 200	\$ 200	\$ 450	\$ 450	\$ 450	\$ 450	\$ -	0.0%
11101 513000	Overtime	\$ 1,449	\$ 1,430	\$ 1,468	\$ 2,745	\$ 4,950	\$ 4,950	\$ 2,205	80.3%
11101 517800	Medicare	\$ 38	\$ 48	\$ 56	\$ 64	\$ -	\$ -	\$ (64)	-100.0%
TOTAL	Legislative Salary	\$ 2,558	\$ 2,375	\$ 3,375	\$ 4,444	\$ 5,400	\$ 5,400	\$ 956	21.5%
11102 Legislative Expense									
11102 530000	Legislative Prof & Tech Exp	\$ 13,014	\$ 12,120	\$ 12,023	\$ 19,550	\$ 21,650	\$ 21,650	\$ 2,100	10.7%
11102 534700	Legislative Printing Expense	\$ 415	\$ 101	\$ 138	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
TOTAL	Legislative Expense	\$ 13,429	\$ 12,221	\$ 12,161	\$ 21,050	\$ 23,150	\$ 23,150	\$ 2,100	10.0%
11611 Town Clerk Salary									
11611 511000	Town Clerk Full Time Salary	\$ 79,767	\$ 84,032	\$ 92,512	\$ 102,235	\$ 108,119	\$ 108,119	\$ 5,884	5.8%
11611 511100	Town Clerk Part Time Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11611 511900	Town Clerk Elect Official Sal	\$ 88,704	\$ 91,572	\$ 95,235	\$ 99,053	\$ 102,025	\$ 102,025	\$ 2,972	3.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11611 513000	Overtime	\$ 175	\$ -	\$ 4	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11611 514800	Town Clerk Longevity	\$ 600	\$ 575	\$ 775	\$ 1,600	\$ 1,600	\$ 1,600	\$ -	0.0%
11611 517000	Town Clerk Health Insurance	\$ 6,010	\$ 6,010	\$ 6,160	\$ 6,715	\$ -	\$ -	\$ (6,715)	-100.0%
11611 517800	Town Clerk Medicare	\$ 2,386	\$ 2,552	\$ 2,624	\$ 2,705	\$ -	\$ -	\$ (2,705)	-100.0%
TOTAL	Town Clerk Salary	\$ 177,642	\$ 184,741	\$ 197,311	\$ 212,308	\$ 211,744	\$ 211,744	\$ (564)	-0.3%
11612 Town Clerk Expense									
11612 524500	Town Clerk R&M Office Equip	\$ 291	\$ -	\$ 390	\$ 400	\$ 500	\$ 500	\$ 100	25.0%
11612 527200	Town Clerk Rental Office Eq	\$ 858	\$ 2,499	\$ 2,345	\$ 2,400	\$ 2,800	\$ 2,800	\$ 400	16.7%
11612 530000	Town Clerk Prof & Technical Cons	\$ 1,850	\$ 4,273	\$ 3,032	\$ 3,740	\$ 3,740	\$ 3,740	\$ -	0.0%
11612 530300	Town Clerk Software Licenses	\$ 1,175	\$ 5,700	\$ 3,545	\$ 8,960	\$ 8,960	\$ 8,960	\$ -	0.0%
11612 534500	Town Clerk Postage Expense	\$ -	\$ -	\$ 28	\$ 100	\$ 100	\$ 100	\$ -	0.0%
11612 534700	Town Clerk Printing Expense	\$ 548	\$ 1,900	\$ 1,880	\$ 1,900	\$ 1,900	\$ 1,900	\$ -	0.0%
11612 542100	Town Clerk Office Supplies Exp	\$ 2,018	\$ 1,297	\$ 1,353	\$ 1,500	\$ 1,700	\$ 1,700	\$ 200	13.3%
11612 542200	Town Clerk Computer Supp Exp	\$ 770	\$ 854	\$ 918	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
11612 571000	Town Clerk In State Travel Exp	\$ 90	\$ 312	\$ 176	\$ 700	\$ 700	\$ 700	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
11612 573000	Town Clerk Dues and Memb Exp	\$ 125	\$ 368	\$ 125	\$ 400	\$ 400	\$ 400	\$ -	0.0%
11612 574100	TC Insurance and Bonding	\$ 255	\$ -	\$ -	\$ 300	\$ 300	\$ 300	\$ -	0.0%
TOTAL	Town Clerk Expense	\$ 7,979	\$ 17,203	\$ 13,793	\$ 21,400	\$ 22,100	\$ 22,100	\$ 700	3.3%
11621 Elections Salary									
11621 511000	Elections Full Time Salary	\$ 76,780	\$ 79,815	\$ 80,546	\$ 81,215	\$ 82,887	\$ 82,887	\$ 1,672	2.1%
11621 511100	Elections Part Time Salary	\$ 4,540	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ -	0.0%
11621 512000	Election Poll Workers/Tabulats	\$ 33,374	\$ 70,463	\$ 16,275	\$ 78,500	\$ 43,250	\$ 43,250	\$ (35,250)	-44.9%
11621 513000	Elections Overtime Salary	\$ 1,979	\$ 5,923	\$ 469	\$ 7,080	\$ 9,625	\$ 9,625	\$ 2,545	35.9%
11621 517000	Elections Health Insurance	\$ 16,285	\$ 16,285	\$ 16,690	\$ 18,195	\$ -	\$ -	\$ (18,195)	-100.0%
11621 517800	Medicare	\$ 1,930	\$ 2,443	\$ 1,871	\$ 2,543	\$ -	\$ -	\$ (2,543)	-100.0%
TOTAL	Elections Salary	\$ 134,887	\$ 179,429	\$ 120,351	\$ 192,033	\$ 140,262	\$ 140,262	\$ (51,771)	-27.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
11622 Elections Expense									
11622 524500	Elections R&M Office Equipment	\$ 164	\$ 251	\$ -	\$ 350	\$ 500	\$ 500	\$ 150	42.9%
11622 524700	Elections R&M Voter Equipment	\$ 18,641	\$ 19,535	\$ 11,387	\$ 25,400	\$ 21,650	\$ 21,650	\$ (3,750)	-14.8%
11622 531600	Elections Prof Services-Police Det	\$ -	\$ -	\$ -	\$ -	\$ 22,250	\$ 22,250	\$ 22,250	#DIV/0!
11622 534500	Elections Postage Expense	\$ 8,724	\$ 8,346	\$ 7,814	\$ 8,540	\$ 8,700	\$ 8,700	\$ 160	1.9%
11622 534600	Election Print and Mailing Exp	\$ 4,988	\$ 6,000	\$ 5,905	\$ 8,500	\$ 8,700	\$ 8,700	\$ 200	2.4%
11622 542100	Elections Office Supplies Exp	\$ 1,021	\$ 1,820	\$ 787	\$ 800	\$ 1,400	\$ 1,400	\$ 600	75.0%
11622 549000	Elections Food Supplies Exp	\$ 776	\$ 1,548	\$ 472	\$ 1,200	\$ 1,600	\$ 1,600	\$ 400	33.3%
11622 558300	Elections Election Supp Exp	\$ 1,520	\$ 1,557	\$ 141	\$ 1,500	\$ 1,600	\$ 1,600	\$ 100	6.7%
11622 571000	Elections In State Travel Exp	\$ 260	\$ 408	\$ 423	\$ 700	\$ 700	\$ 700	\$ -	0.0%
11622 573000	Elections Dues and Memb Exp	\$ -	\$ 50	\$ 25	\$ 50	\$ 50	\$ 50	\$ -	0.0%
TOTAL	Elections Expense	\$ 36,095	\$ 39,516	\$ 26,954	\$ 47,040	\$ 67,150	\$ 67,150	\$ 20,110	42.8%
TOTAL SALARIES		\$ 315,087	\$ 366,545	\$ 321,037	\$ 408,785	\$ 357,406	\$ 357,406	\$ (51,379)	-12.6%
TOTAL EXPENSES		\$ 57,503	\$ 68,940	\$ 52,907	\$ 89,490	\$ 112,400	\$ 112,400	\$ 22,910	25.6%
		\$ 372,590	\$ 435,485	\$ 373,944	\$ 498,275	\$ 469,806	\$ 469,806	\$ (28,469)	-5.7%
GRAND TOTAL		\$ 372,590	\$ 435,485	\$ 373,944	\$ 498,275	\$ 469,806	\$ 469,806	\$ (28,469)	-5.7%

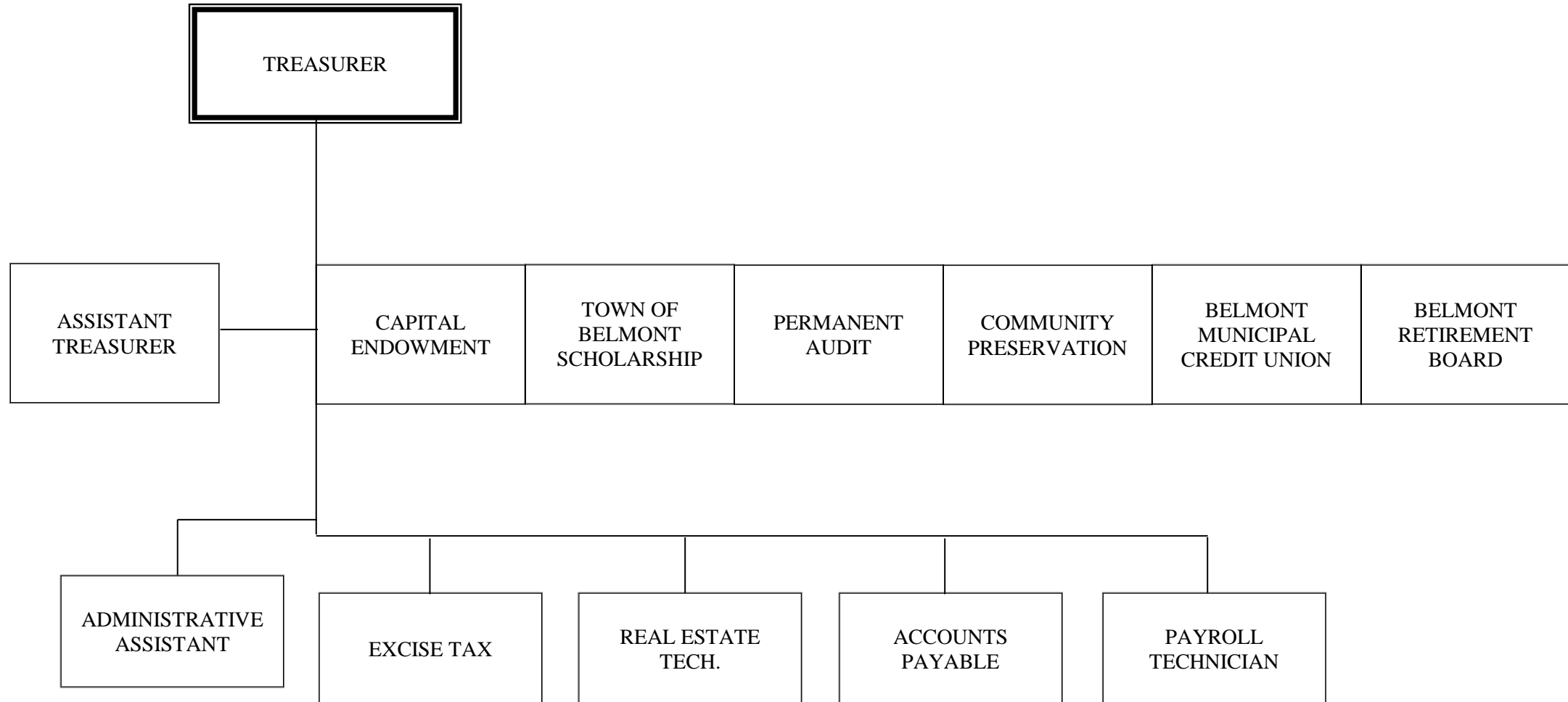
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
						\$ (28,469)	



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TREASURER'S DEPARTMENT





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 561,093.00	\$ 503,486.00	\$ (57,607.00)	-10.3%	7.5
Total Expenses	\$ 183,425.00	\$ 201,500.00	\$ 18,075.00	9.9%	
Grand Total	\$ 744,518.00	\$ 704,986.00	\$ (39,532.00)	-5.3%	

Treasurer	\$ 666,474.00	\$ 611,986.00	\$ 54,488.00	-8.2%	7.5
Parking	\$ 78,044.00	\$ 93,000.00	\$ 15,000.00	19.1%	-

Submitted by: Floyd Carman

Program Responsibilities:

The Treasurer's Department has three primary responsibilities:

- *Treasury Management:* The Treasurer is the cash manager of the town and responsible for the deposit, investment and disbursement of town funds. The Treasurer is authorized by town meeting to issue debt on behalf of the Town with the approval of the Selectmen. The banking services for the Town are selected, procured and managed by the Treasurer. Also 457 town and 403B school deferred compensation plans and payroll are managed by the Treasurer.
- *Collection:* The Department collects Real Estate, Personal Property and Excise Taxes and utility payments.
- *Parking:* The Department processes parking violations, payments, responds to inquiries and arbitrates parking violation request for dismissal.

Staffing:

The Department has 7 full time and 1 part time employees.

FY19 Accomplishments:

• **COMMUNITY PRESERVATION COMMITTEE**

The Community Preservation Comprehensive Plan was updated and approved June 2018. During FY18 reviewed 7 project applications and approved 6 projects for Town Meeting vote on May 3, 2018.

All of the projects were approved for appropriation by Town Meeting totaling \$1,338,087.

In September 2018 (FY2019) received 7 project applications and 7 approved as eligible projects. Final vote by CPA Committee was held on January 9, 2019.



- **FY18 ISSUED DEBT**

Water Bond (MWRA)	\$1.0 Million
Water Main GOB	\$2.2 Million
Burbank Modulares	\$2.7 Million

- **BELMONT HIGH SCHOOL BUILDING PROJECT - \$295M**

Developed Financial Plan for financing \$295M Belmont High School Project.

- **REAL ESTATE TAX LIEN CLEAN UP PROJECT**

- Engaged outside attorney, KP LAW, P.C.
- During calendar year 2018 closed 9 liens totaling \$600,000.

- **RATING AGENCY UPDATE**

- FY2017 Financial Audit completed on time.
- All financial disclosure documents filed on time
- Updated \$4.8M Bond Offering Statement for March 2018 financing of Burbank Modulares and Water Main Project.
- April 2018 Moody's AAA rating reaffirmed for Belmont. We are 1 of 13 communities out of 351 in Massachusetts.

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019	FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TA RECOMM FY2020	FY20 SAL
Treasurers Department											
Treasurer / Collector	1.0	1.0	1.0	1.0	1.0	1.0	\$ 103,462	1.0	\$ 106,566	1.0	\$ 106,566
Asst. Treasurer/Collector	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,486	1.0	\$ 84,773	1.0	\$ 84,773
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	1.0	\$ 55,260	1.0	\$ 62,901	1.0	\$ 62,901
Payroll Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 59,272	1.0	\$ 63,215	1.0	\$ 63,215
Account Analyst - Property Tax	1.0	1.0	1.0	1.0	1.0	1.0	\$ 59,272	1.0	\$ 62,901	1.0	\$ 62,901
Clerk II-Excise	1.0	1.0	1.0	1.0	1.0	1.0	\$ 47,159	1.0	\$ 50,046	1.0	\$ 50,046
Clerk II A/P	1.0	1.0	1.0	1.0	1.0	1.0	\$ 40,830	1.0	\$ 45,202	1.0	\$ 45,202
Office Assistant	0.5	0.5	0.5	0.5	0.5	0.5	\$ 19,811	0.5	\$ 19,811	0.5	\$ 19,811
Parking Clerk	-	-	-	-	-	-	\$ 3,000	-	\$ 3,000	-	\$ 3,000
Total	7.5	7.5	7.5	7.5	7.5	7.5	467,552.3	7.5	\$ 498,415	7.5	\$ 498,415

Vacant or changes to position

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11451	Treasurer/Collector Sala								
11451 511000	Treasurer Full Time Salary	\$ 294,914	\$ 301,587	\$ 343,369	\$ 361,279	\$ 369,038	\$ 369,038	\$ 7,759	2.1%
11451 511100	Treasurer Part Time Salary	\$ 32,454	\$ 28,798	\$ 3,500	\$ 19,811	\$ 20,207	\$ 20,207	\$ 396	2.0%
11451 511900	Treasurer Elected Official Sal	\$ 98,236	\$ 99,820	\$ 101,433	\$ 103,462	\$ 106,566	\$ 106,566	\$ 3,104	3.0%
11451 513000	Overtime	\$ 3,719	\$ 8,341	\$ 5,286	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11451 514800	Treasurer Longevity	\$ 3,400	\$ 3,775	\$ 4,075	\$ 3,875	\$ 4,675	\$ 4,675	\$ 800	20.6%
11451 517000	Treasurer Health Insurance	\$ 50,600	\$ 66,885	\$ 57,635	\$ 62,830	\$ -	\$ -	\$ (62,830)	-100.0%
11451 517800	Treasurer Medicare	\$ 6,248	\$ 6,648	\$ 6,741	\$ 6,792	\$ -	\$ -	\$ (6,792)	-100.0%
TOTAL	Treasurer/Collector Sala	\$ 489,572	\$ 515,854	\$ 522,039	\$ 558,049	\$ 500,486	\$ 500,486	\$ (57,563)	-10.3%
11452	Treasurer/Collector Expense								
11452 524500	Treasurer R&M Office Equipment	\$ 1,513	\$ 2,925	\$ 1,622	\$ 2,825	\$ 2,900	\$ 2,900	\$ 75	2.7%
11452 530000	Treas-Legal & Banking Chgs	\$ 19,802	\$ 21,645	\$ 24,207	\$ 26,500	\$ 27,000	\$ 27,000	\$ 500	1.9%
11452 530600	Treas Prof Services-Data Proc	\$ 1,080	\$ 11,854	\$ 4,725	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
11452 531700	Treas Emp Training	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11452 534500	Treasurer Postage Expense	\$ 22,646	\$ 22,829	\$ 23,340	\$ 31,000	\$ 32,500	\$ 32,500	\$ 1,500	4.8%
11452 534700	Treasurer Printing Expense	\$ 16,454	\$ 16,646	\$ 16,243	\$ 20,000	\$ 21,000	\$ 21,000	\$ 1,000	5.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.	
11452 542100	Treasurer Office Supplies Exp	\$ 3,489	\$ 3,196	\$ 4,982	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%	
11452 542200	Treasurer Computer Supp Exp	\$ 864	\$ 5,491	\$ 1,396	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%	
11452 552900	Treasurer Books Expense	\$ -	\$ -	\$ -	\$ 700	\$ 700	\$ 700	\$ -	0.0%	
11452 571000	Treasurer In State Travel Exp	\$ 168	\$ 335	\$ 745	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%	
11452 573000	Treasurer Dues and Memb Exp	\$ 160	\$ 315	\$ 250	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%	
11452 574100	TR Insurance and Bonding	\$ 1,673	\$ 1,673	\$ 1,673	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	0.0%	
TOTAL	Treasurer/Collector Expe	\$ 67,849	\$ 89,909	\$ 79,182	\$ 108,425	\$ 111,500	\$ 111,500	\$ 3,075	2.8%	
11471 Parking Clerk Salary										
11471 511100	Parking Clerk Part Time Salary	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%	
11471 517800	Medicare	\$ 44	\$ 44	\$ 44	\$ 44	\$ -	\$ -	\$ (44)	-100.0%	
TOTAL	Parking Clerk Salary	\$ 3,044	\$ 3,044	\$ 3,044	\$ 3,044	\$ 3,000	\$ 3,000	\$ (44)	-1.4%	
11472 Treasurer Expense										
11472 530000	Pkg Clerk Prof and Tech Serv	\$ 20,320	\$ 51,680	\$ 36,000	\$ 41,000	\$ 41,000	\$ 41,000	\$ -	0.0%	
11472 530021	Parking Clerk-Meters & Devices	\$ -	\$ -	\$ -	\$ 30,000	\$ 45,000	\$ 45,000	\$ 15,000	50.0%	

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11472 530900	Parking Clerk-Pkg Lot Maint	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
11472 534700	Parking Clerk Printing Expense	\$ 2,556	\$ 2,698	\$ 2,769	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
TOTAL	Treasurer Expense	\$ 23,876	\$ 54,378	\$ 38,769	\$ 75,000	\$ 90,000	\$ 90,000	\$ 15,000	20.0%
TOTAL SALARIES		\$ 492,616	\$ 518,898	\$ 525,083	\$ 561,093	\$ 503,486	\$ 503,486	\$ (57,607)	-10.3%
TOTAL EXPENSES		\$ 91,724	\$ 144,287	\$ 117,951	\$ 183,425	\$ 201,500	\$ 201,500	\$ 18,075	9.9%
		\$ 584,341	\$ 663,185	\$ 643,034	\$ 744,518	\$ 704,986	\$ 704,986	\$ (39,532)	-5.3%
GRAND TOTAL		\$ 584,341	\$ 663,185	\$ 643,034	\$ 744,518	\$ 704,986	\$ 704,986	\$ (39,532)	-5.3%
								\$ (39,532)	



Town of Belmont - Town Administration's Fiscal Year 2020 Budget Recommendation

EMPLOYEE BENEFITS

OVERVIEW:

FY19 Budget	FY20 Budget	\$ Change	% Change
\$ 13,047,060.00	\$ 14,099,079.00	\$ 1,052,019.00	8.1%

This allotment contains funding for employee benefits which are not included in the individual departmental budgets. Items which are contained in this budget include: the funding for pension and health insurance costs for retired employees, salary and health benefit resources, life insurance, unemployment insurance, workers compensation, and premiums for property and liability insurance.

Pension costs are scheduled to increase by \$348,680 or 4.4% from FY19 based on the latest funding schedule contained in the pension actuarial study, which is updated every two years.

Health insurance costs for current employees are budgeted and transferred to a central account where expenditures are made. Overall health insurance costs for all active employees and retirees are estimated to increase by 8%, or \$357,402 in FY20.

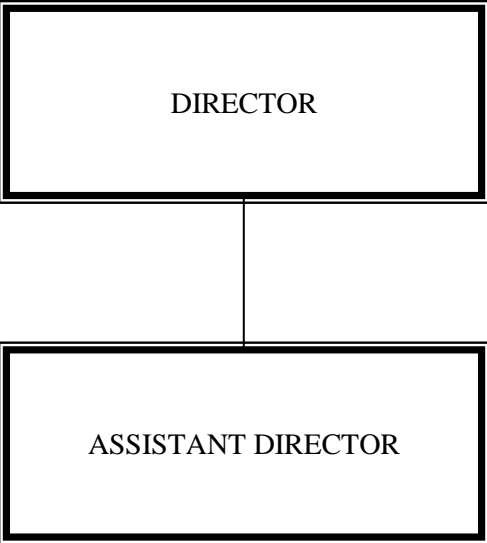
Property and Liability Insurance costs are estimated to increase by \$44,437 or 7% in FY20. Workers Compensation Policy is provided by the Massachusetts Interlocal Insurance Association (MIIA). MIIA was incorporated by the Massachusetts Municipal Association as a nonprofit organization to provide insurance services to cities and towns. The total FY20 Workers Compensation Insurance costs is estimated at \$159,445 a \$10,431 or 8% increase for Town Departments.

Other budget items contained in this allocation include Unemployment Compensation (\$40,000), Life Insurance, (\$19,425) and Medicare (\$6,500), which reflect no increase from FY19.



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EMERGENCY MANAGEMENT





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 13,791.00	\$ 13,791.00	\$ -	0.0%	0
Total Expenses	\$ 10,550.00	\$ 10,550.00	\$ -	0.0%	
Grand Total	\$ 24,341.00	\$ 24,341.00	\$ -	0.0%	

Submitted by: Rick Nohl – Assistant Director

Summary of Program Responsibilities:

The Belmont Emergency Management Agency (BEMA) is a local extension of the Massachusetts Emergency Management Agency (MEMA), established by the Commonwealth of Massachusetts to coordinate emergency services with various state, local and federal agencies during a state of emergency or alert.

BEMA is responsible for planning, training, compliance, and mitigation in relation to disaster planning and Homeland Security. While BEMA is not a first responder agency, incident management and multi-agency coordination is provided at large scale incidents. BEMA also acts as a liaison to our State and Federal partners.

Staffing:

Belmont Emergency Management Agency consists of two-part time staff: Director and Assistant Director. BEMA has an active role within the Town of Belmont Emergency Planning Group and a team of volunteers augments our services as needed.

Budget:

The FY19 budget was \$24,341 and remains unchanged in FY20.

Program Outcome & Compliance:

The department's performance indicators are primarily of compliance. Unless the Town meets or exceeds basic reporting, emergency planning and training requirements the Town becomes ineligible for State and Federal funding reimbursement. Each year all city and towns are required to complete several state and federal applications ensuring compliance with all local and federal guidelines. One of these requirements is the National Incident Management System (NIMS) compliance which is a federal program. Compliance is required for Belmont to be eligible for any Federal funding. In addition, the State requires our Comprehensive Emergency Management Plan (CEMP) to be updated annually.

Belmont continues to be in full compliance with the required reporting mandates.

Major Activities and Responses:

Emergency Management staff members maintain a 24/7 on-call availability to provide incident management support to the Belmont Police, Fire Department and other Town Agencies when major incidents impact the town. In FY19 Emergency Management staff responded to (3) multiple alarm building fires to assist Fire Department Incident Commanders. BEMA staff along with other town department heads responded to a town wide power failure incident in 2018. BEMA staff participated in multiple emergency weather planning activities for snow and wind storms that occurred in 2018.



Community Outreach:

Emergency Management staff participated in several outreach programs with civic groups. BEMA participated in “Meet Belmont,” worked with several day care providers to help them meet their license requirements for disaster planning, and responded to calls from community members seeking advice or guidance on planning as well as presenting the role of Emergency Management for the Town at the Belmont Police Citizen Academy.

Training & Meetings:

BEMA staff attended multiple training classes and seminars held across the Commonwealth during FY19. Staff attended the 2018 MEMA All Hazards Preparedness Conference in Worcester MA. BEMA Staff attended bi-monthly Emergency Management Director’s planning meetings.

Storm Ready Community:

Belmont is one of a dozen communities in the Commonwealth which holds the Storm Ready certification issued by the National Weather Service. In FY19 BEMA completed its recertification process to maintain its Storm Ready designation within the Commonwealth.

Communications & Technology:

The largest expense in this department budget is to maintain the communications and technology equipment for Belmont’s Emergency Operations Center (EOC) located in Belmont Fire Headquarters and the backup EOC located at the Chenery Middle School. The EOC has proved itself to be a critical asset in managing large scale incidents affecting the town. In FY19 we upgraded our back up communications equipment through MEMA & FEMA grant awards. This upgrade allowed the Town to be better prepared to operate its designated emergency shelter located at the Chenery Middle School if needed. In addition to the existing communications expenses, Emergency Management has subscribed to a telephone conference calling service that while reserved for Emergency Management activities during crisis planning, is available to all department heads for daily business via coordination with the Town Administration staff.

Social Media:

The Emergency Management staff continues to utilize social media to keep the citizens of Belmont informed of important official information during emergency incidents. Emergency Management utilizes Twitter @BelmontEMA.

Conclusion:

Belmont Emergency Management Agency goals for FY20 include continued communication & technology upgrades to our Emergency Operations Center. In conjunction with our partners from Belmont Police, Belmont Fire and other Town Departments we would like to increase our All Hazards incident planning and management capabilities for a unified incident response as needed in the Town.

FY19 Accomplishments:

- MEMA/FEMA EMPG technology upgrade grant award of \$5000.00
- Continued emergency planning activities for the Town of Belmont
- Continued community outreach for emergency preparedness
- Equipment upgrade to designated emergency shelter at middle school

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

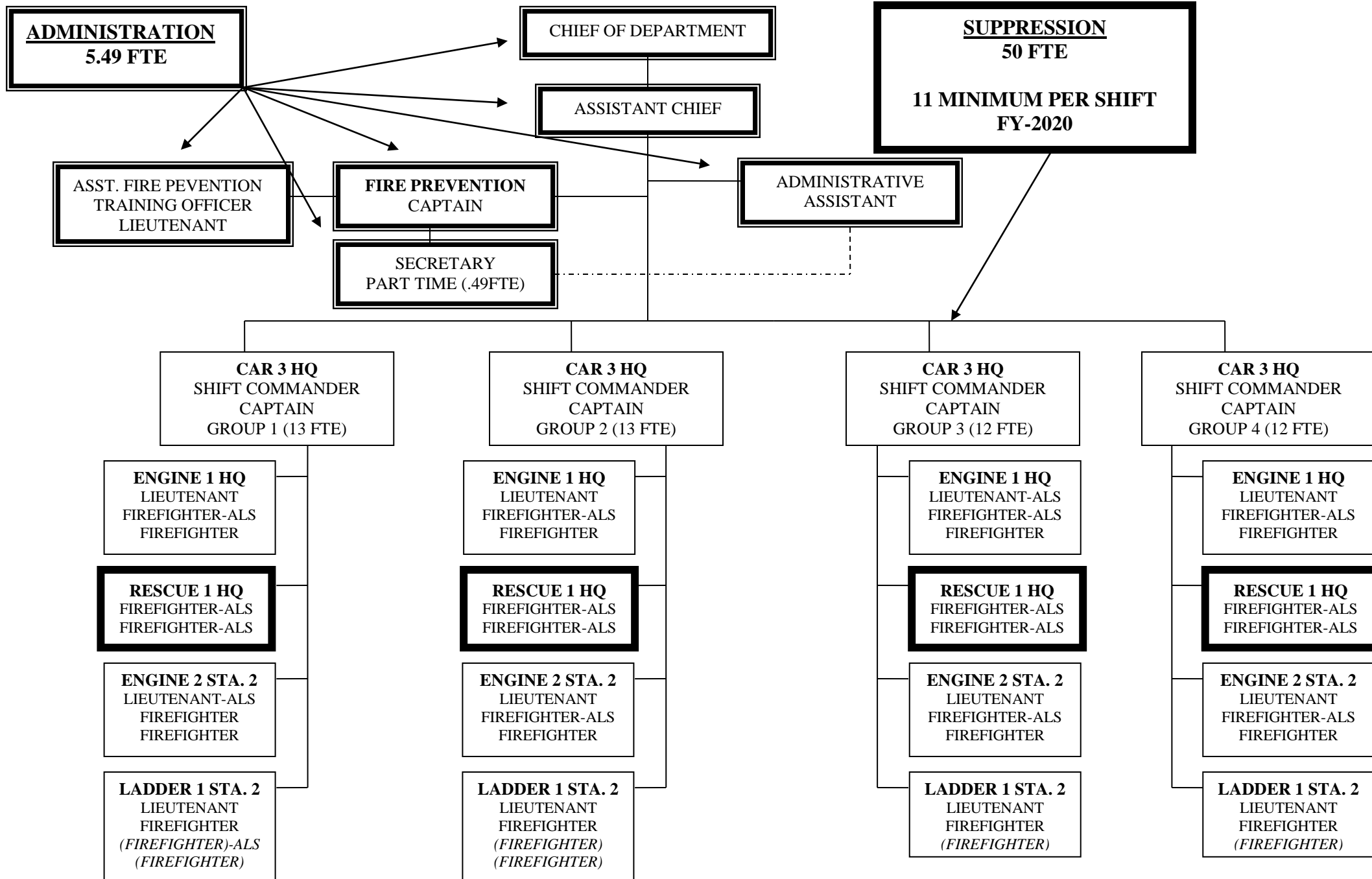
Personnel Detail

<u>Position Classification</u>	<u>FTE</u> <u>FY2014</u>	<u>FTE</u> <u>FY2015</u>	<u>FTE</u> <u>FY2016</u>	<u>FTE</u> <u>FY2017</u>	<u>FTE</u> <u>FY2018</u>	<u>FTE</u> <u>FY2019</u>	<u>FY19</u> <u>SAL</u>	<u>DEPT. REQ.</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>	<u>TA REC</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>
<u>Emergency Management</u>											
Director	\$ 8,100	\$ 8,100	\$ 8,100	\$ 8,100	\$ 8,100	\$ 8,100	\$ 8,100		\$ 8,100		\$ 8,100
Assistant Director	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750		\$ 4,750		\$ 4,750
Temp/PT	\$ 744	\$ 744	\$ 744	\$ 744	\$ 744	\$ 744	\$ 744		\$ 744		\$ 744
Total	\$ 13,594	\$ 13,594	\$ 13,594	\$ 13,594	\$ 13,594	\$ 13,594	\$ 13,594		\$ 13,594		\$ 13,594

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12911 BEMA Salary									
12911 511100	BEMA Part Time Salary	\$ 12,662	\$ 12,893	\$ 12,250	\$ 13,594	\$ 13,594	\$ 13,594	\$ -	0.0%
12911 517800	BEMA - Medicare	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ 197	\$ -	0.0%
TOTAL	BEMA Salary	\$ 12,859	\$ 13,090	\$ 12,447	\$ 13,791	\$ 13,791	\$ 13,791	\$ -	0.0%
12912 BEMA Expense									
12912 524500	BEMA Exp Maintenance	\$ 4,818	\$ 2,431	\$ 1,592	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
12912 530000	BEMA Exp Prof Service Trng	\$ 776	\$ 780	\$ 921	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
12912 534100	BEMA Telephone Expense	\$ 3,791	\$ 3,476	\$ 2,268	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12912 542100	EMS Office Supplies	\$ -	\$ -	\$ 77	\$ 300	\$ 300	\$ 300	\$ -	0.0%
12912 573000	BEMA Association Dues	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ -	0.0%
TOTAL	BEMA Expense	\$ 9,385	\$ 6,687	\$ 4,858	\$ 10,550	\$ 10,550	\$ 10,550	\$ -	0.0%
TOTAL SALARIES		\$ 12,859	\$ 13,090	\$ 12,447	\$ 13,791	\$ 13,791	\$ 13,791	\$ -	0.0%
TOTAL EXPENSES		\$ 9,385	\$ 6,687	\$ 4,858	\$ 10,550	\$ 10,550	\$ 10,550	\$ -	0.0%
		\$ 22,244	\$ 19,778	\$ 17,305	\$ 24,341	\$ 24,341	\$ 24,341	\$ -	0.0%
GRAND TOTAL		\$ 22,244	\$ 19,778	\$ 17,305	\$ 24,341	\$ 24,341	\$ 24,341	\$ -	0.0%

Fire Department



(Italicized) are positions above required minimum. These positions are reassigned prior to overtime filing to meet minimum



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OVERVIEW:

Budget Overview:

	FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 6,109,708.00	\$ 5,348,586.85	\$ (761,121.15)	-12.5%	55.5
Total Expenses	\$ 517,830.00	\$ 518,630.00	\$ 800.00	0.2%	
Total Overlay	\$ 116,355.00	\$ 65,850.00	\$ (50,505.00)	-43.4%	
Grand Total	\$ 6,743,893.00	\$ 5,933,066.85	\$ (810,826.15)	-12.0%	

Submitted by: Fire Department Staff

Summary of Program Responsibilities:

The Fire Department's primary responsibility is providing emergency response to the Town's residents responding to approximately 3000 incidents a year. The Fire Department is an "all hazards" emergency response agency which performs multiple functions responding to fires, emergency medical incidents, other hazards, and service calls. The primary function is Fire Suppression, which is responsible for the extinguishment of fires and hazard mitigation. The Administrative function oversees the operations of the Department and includes the Fire Prevention Bureau and the Training Division. The Department also provides Emergency Medical Services (EMS) to its residents and visitors of the Town. The Department provides top level Advanced Life Support (ALS) care to those requesting assistance.

The Department is part of a larger regional fire delivery model through the use of Mutual Aid. Belmont is part of Massachusetts Fire District 13 or better known as Metro Fire. Metro Fire is composed of 35 cities, towns, and the Massachusetts Port Authority in eastern Massachusetts. This allows communities access to a greater amount of resources than they could fund themselves. As part of the larger Statewide Mutual Aid Belmont has responded to Springfield for the tornados in 2011 and to the recent gas emergency in the Merrimack Valley.

FY19 Accomplishments:

- *Healthier Firefighters to reduce job related injuries and illness:*
 - *Continued phased planned replacement for all turnout gear to fall within the NFPA Standard for turnout gear replacement, care and maintenance. Due to the work environment being loaded with carcinogens the firefighter's turnout gear has been identified as a vital piece of equipment to prevent the exposure of employees to these toxins and carcinogens.*
 - *Contracted with O₂X, a human performance company to perform physical evaluations of all members and provide physical fitness programs to improve overall health and wellness.*
- *The Department completed an update to its staffing software "Telestaff." The new version interfaces with the Department's Fire Records software and can interface with the Town's "Munis" financial system in the future.*
- *The Department purchased and outfitted a spill-response trailer that can be used to mitigate the environmental effects of an oil spill.*



Additional Information:

Historic Fire Department work load indicators

Workload Indicators Fire Suppression Calendar Year Data	2017	2018	2019
	Actual	Actual	Estimated
Responding Apparatus	5	5	5
Fires Inside Buildings	63	89	90
Other Fires	20	22	25
Good Intent or False Calls	540	565	565
Number of non-medical emergency responses	1,451	1517	1,550
Total EMS Responses	1,353	1,538	1,500
ALS Transports	667	648	700
BLS Transports	436	452	500

Workload Indicators - Administration	2017	2018	2019
	Actual	Actual	Estimated
Number of permits*	560	697	700
* Calendar Year Data			

The Department has three major budget challenges facing it over the next few years.

The first is employee retention. Like Belmont there are many departments that now run ALS or paramedic services. The Department recently had a firefighter resign and take an appointment with his hometown fire department. Within the next six months the Department is faced with two additional employees going to other fire departments. There are a variety of reasons and we must explore options to retain employees.

Second, issue is with the Massachusetts Civil Service System (CS) which we are bound to use for all new hires and promotions. I believe that CS had a use and value back in March of 1915 when the Town opted into the CS system. It has now developed into an inefficient process which adds unnecessary delay and does not always lead to the best overall candidate for a position. They Town should consider other options.

The third and final issue is the new Massachusetts OSHA requirements which were enacted and will become effective on February 1, 2019. These regulations will add a significant financial and time burden on the Department which has not been fully determined as of the time of this budget development.

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

No.	Position Classification	FTE	FTE	FTE	FTE	FTE	FTE	FY19	DEPT. REQ.	FY20	TA RECC	FY20
		<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>SAL</u>	<u>FY2020</u>	<u>SAL</u>	<u>FY2020</u>	<u>SAL</u>
<u>Fire Administration</u>												
	Chief	1.0	1.0	1.0	1.0	1.0	1.0	\$ 168,049	1.0	\$ 178,674	1.0	\$ 178,674
	Assistant Chief	1.0	1.0	1.0	1.0	1.0	1.0	\$ 128,107	1.0	\$ 133,141	1.0	\$ 133,141
	Captain	1.0	1.0	1.0	1.0	1.0	1.0	\$ 111,192	1.0	\$ 113,277	1.0	\$ 113,277
	Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 93,828	1.0	\$ 95,616	1.0	\$ 95,616
	Administrative Assistant III	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,056	1.0	\$ 68,709	1.0	\$ 68,709
	Administrative Assistant I	0.5	0.5	0.5	0.5	0.5	0.5	\$ 21,286	0.5	\$ 21,712	0.5	\$ 21,712
	Total	5.5	5.5	5.5	5.5	5.5	5.5	589,518.0	5.5	611,128.9	5.5	\$ 611,129
<u>Fire Suppression</u>												
1	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 58,727	1.0	\$ 60,419	1.0	\$ -
2	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 56,598	1.0	\$ 60,419	1.0	\$ -
3	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 62,423	1.0	\$ 63,607	1.0	\$ -
4	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,028	1.0	\$ 62,404	1.0	\$ -
5	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 68,303	1.0	\$ 61,644	1.0	\$ -
6	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 62,148	1.0	\$ 66,422	1.0	\$ -
7	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 62,423	1.0	\$ 68,422	1.0	\$ -
8	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 68,242	1.0	\$ 66,697	1.0	\$ -
9	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,242	1.0	\$ 69,552	1.0	\$ -
10	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 68,134	1.0	\$ 72,628	1.0	\$ -
11	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 68,933	1.0	\$ 74,393	1.0	\$ -
12	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,866	1.0	\$ 74,943	1.0	\$ -
13	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,632	1.0	\$ 72,222	1.0	\$ -
14	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 73,532	1.0	\$ 72,497	1.0	\$ -
15	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,853	1.0	\$ 72,222	1.0	\$ -
16	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,128	1.0	\$ 78,668	1.0	\$ -
17	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,853	1.0	\$ 72,222	1.0	\$ -
18	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 77,257	1.0	\$ 72,222	1.0	\$ -
19	FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,853	1.0	\$ 72,222	1.0	\$ -

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019	FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TA RECC FY2020	FY20 SAL
20 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,853	1.0	\$ 72,497	1.0	\$ -
21 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,853	1.0	\$ 72,732	1.0	\$ -
22 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,128	1.0	\$ 68,423	1.0	\$ -
23 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,363	1.0	\$ 74,668	1.0	\$ -
24 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,768	1.0	\$ 74,668	1.0	\$ -
25 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 73,257	1.0	\$ 73,252	1.0	\$ -
26 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,883	1.0	\$ 73,527	1.0	\$ -
27 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 72,158	1.0	\$ 81,218	1.0	\$ -
28 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,807	1.0	\$ 73,057	1.0	\$ -
29 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,688	1.0	\$ 74,943	1.0	\$ -
30 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,907	1.0	\$ 78,391	1.0	\$ -
31 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,198	1.0	\$ 72,567	1.0	\$ -
32 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,078	1.0	\$ 72,447	1.0	\$ -
33 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,473	1.0	\$ 72,842	1.0	\$ -
34 FireFighter	1.0	1.0	1.0	1.0	1.0	1.0	\$ 73,796	1.0	\$ 75,203	1.0	\$ -
1 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 92,552	1.0	\$ 94,308	1.0	\$ -
2 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 88,953	1.0	\$ 90,666	1.0	\$ -
3 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 88,678	1.0	\$ 90,731	1.0	\$ -
4 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 89,018	1.0	\$ 90,391	1.0	\$ -
5 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 88,953	1.0	\$ 90,666	1.0	\$ -
6 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 84,499	1.0	\$ 88,632	1.0	\$ -
7 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 88,848	1.0	\$ 90,561	1.0	\$ -
8 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 95,082	1.0	\$ 96,838	1.0	\$ -
9 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 89,933	1.0	\$ 91,646	1.0	\$ -
10 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 88,553	1.0	\$ 90,266	1.0	\$ -
11 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 94,953	1.0	\$ 96,666	1.0	\$ -
12 Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 98,107	1.0	\$ 99,949	1.0	\$ -
1 Captain	1.0	1.0	1.0	1.0	1.0	1.0	\$ 106,542	1.0	\$ 106,615	1.0	\$ -
2 Captain	1.0	1.0	1.0	1.0	1.0	1.0	\$ 109,147	1.0	\$ 109,220	1.0	\$ -

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019	FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TA RECC FY2020	FY20 SAL
3 Captain	1.0	1.0	1.0	1.0	1.0	1.0	\$ 112,492	1.0	\$ 112,565	1.0	\$ -
4 Captain	1.0	1.0	1.0	1.0	1.0	1.0	\$ 112,019	1.0	\$ 112,092	1.0	\$ -
Total	50.0	50.0	50.0	50.0	50.0	50.0	3,912,717.6	50.0	3,976,068.8	50.0	

Temp Help

\$ 53,785

\$ 58,294

FireFighter

FireFighter

Vacant or changes to position

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12211 Fire Administration Sala									
12211 511000	Fire Administration FT Salary	\$ 441,473	\$ 483,941	\$ 543,440	\$ 537,207	\$ 540,994	\$ 540,994	\$ 3,787	0.7%
12211 511100	Fire Administration PT Salary	\$ 19,511	\$ 19,299	\$ 22,039	\$ 21,286	\$ 27,712	\$ 21,712	\$ 426	2.0%
12211 513000	Fire Administration Overtime	\$ 210	\$ -	\$ -	\$ 6,860	\$ 6,998	\$ 6,998	\$ 138	2.0%
12211 514100	Specialty Stipends	\$ 10,155	\$ 9,463	\$ 10,779	\$ 11,500	\$ 13,500	\$ 13,500	\$ 2,000	17.4%
12211 514102	ALS Specialty Stipend	\$ 3,277	\$ 2,578	\$ 1,197	\$ 1,500	\$ -	\$ -	\$ (1,500)	-100.0%
12211 514104	Drug Testing Stipend	\$ -	\$ 1,442	\$ 1,485	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
12211 514700	Fire Prev Night Differential	\$ 2,192	\$ 1,866	\$ 1,840	\$ 2,001	\$ 2,041	\$ 2,041	\$ 40	2.0%
12211 514800	Fire Administration Longevity	\$ 3,518	\$ 22,359	\$ 1,854	\$ 2,025	\$ 1,825	\$ 1,825	\$ (200)	-9.9%
12211 514900	Fire Admin Holiday Pay	\$ 19,350	\$ 17,279	\$ 8,084	\$ 9,070	\$ 17,046	\$ 17,046	\$ 7,976	87.9%
12211 515000	Fire Admin Defib Stipend	\$ 3,225	\$ 2,773	\$ 1,277	\$ 1,600	\$ -	\$ -	\$ (1,600)	-100.0%
12211 517000	Fire Administration Health Ins	\$ 38,580	\$ 54,865	\$ 72,920	\$ 72,780	\$ -	\$ -	\$ (72,780)	-100.0%
12211 517800	Fire Admin Medicare	\$ 7,402	\$ 7,751	\$ 8,146	\$ 8,154	\$ -	\$ -	\$ (8,154)	-100.0%
12211 519200	Fire Admin HazMat Stipend	\$ 3,921	\$ 3,861	\$ 3,358	\$ 3,390	\$ 3,390	\$ 3,390	\$ -	0.0%
12211 519600	Fire Admin EMT Stipend	\$ 7,864	\$ 6,276	\$ 3,877	\$ 7,300	\$ 7,446	\$ 7,446	\$ 146	2.0%
12211 519800	Fire Admin Education Incentive	\$ 20,081	\$ 11,210	\$ 989	\$ 1,400	\$ 1,675	\$ 1,675	\$ 275	19.6%
12211 519900	Fire Admin Uniform Allowance	\$ 2,101	\$ 1,583	\$ -	\$ 2,116	\$ -	\$ -	\$ (2,116)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Fire Administration Sala	\$ 582,859	\$ 646,545	\$ 681,285	\$ 689,689	\$ 624,127	\$ 618,127	\$ (71,563)	-10.4%
	12212 Fire Administration Expense								
12212 523100	Fire Admin - Water	\$ 451	\$ 493	\$ 560	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
12212 524300	Fire Admin Maint Bldg	\$ 6,916	\$ 13,042	\$ 4,281	\$ 11,000	\$ 11,000	\$ 11,000	\$ -	0.0%
12212 524600	Fire Admin R&M Computer Equip	\$ 8,952	\$ 8,402	\$ 11,464	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
12212 527200	Fire Admin Rental Office Equip	\$ 4,705	\$ 4,802	\$ 4,784	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12212 530000	Professional and Tech Services	\$ -	\$ -	\$ -	\$ 10,000	\$ 4,000	\$ 4,000	\$ (6,000)	-60.0%
12212 530300	Software Licenses	\$ -	\$ 19,942	\$ 16,368	\$ 43,900	\$ 53,900	\$ 53,900	\$ 10,000	22.8%
12212 534200	Fire Admin-Comm Services	\$ 19,402	\$ 18,343	\$ 22,925	\$ 24,500	\$ 24,500	\$ 24,500	\$ -	0.0%
12212 534700	Fire Admin Printing	\$ -	\$ 924	\$ 72	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
12212 542100	Fire Admin Office Supplies Exp	\$ 6,686	\$ 6,857	\$ 9,130	\$ 7,250	\$ 7,250	\$ 7,250	\$ -	0.0%
12212 542400	Fire - Hardware Supplies	\$ 2,809	\$ 2,647	\$ 630	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12212 545000	Fire Admin Custodial Supplies	\$ 6,283	\$ 12,761	\$ 10,338	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	0.0%
12212 552900	Fire Administration Books Exp	\$ 1,860	\$ 1,346	\$ 2,048	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12212 571000	Fire Admin In State Travel Exp	\$ 3,532	\$ 5,095	\$ 21,835	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
12212 573000	Fire Admin Dues and Memb Exp	\$ 1,908	\$ 2,573	\$ 2,423	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
TOTAL	Fire Administration Expe	\$ 63,502	\$ 97,229	\$ 106,858	\$ 146,650	\$ 150,650	\$ 150,650	\$ 4,000	2.7%
12213 Fire Admin									
12213 587000	Replace Equipment	\$ -	\$ 60,016	\$ 63,393	\$ 21,555		\$ -	\$ (21,555)	-100.0%
TOTAL	Fire Admin	\$ -	\$ 60,016	\$ 63,393	\$ 21,555	\$ -	\$ -	\$ (21,555)	-100.0%
12221 Fire Suppression Salary									
12221 511000	Fire Suppression FT Salary	\$ 3,216,422	\$ 3,362,866	\$ 3,182,857	\$ 3,370,484	\$ 3,386,787	\$ 3,386,787	\$ 16,303	0.5%
12221 513000	Fire Suppression OT Salary	\$ 458,461	\$ 648,410	\$ 533,105	\$ 582,359	\$ 605,154	\$ 605,154	\$ 22,795	3.9%
12221 514100	Specialty Stipends	\$ 1,008	\$ 1,004	\$ 1,753	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12221 514102	ALS Specialty Stipend	\$ 69,278	\$ 61,559	\$ 67,923	\$ 117,581	\$ 131,681	\$ 131,681	\$ 14,100	12.0%
12221 514104	Drug Testing Stipend	\$ -	\$ 44,184	\$ 33,065	\$ 32,250	\$ 31,500	\$ 31,500	\$ (750)	-2.3%
12221 514300	Fire Supp Capacity Difference	\$ 20,579	\$ 14,255	\$ 12,661	\$ 18,911	\$ 18,911	\$ 18,911	\$ (0)	0.0%
12221 514700	Fire Suppression Night Dif Sal	\$ 37,429	\$ 38,435	\$ 36,810	\$ 39,322	\$ 39,216	\$ 39,216	\$ (106)	-0.3%
12221 514800	Fire Suppression Longevity	\$ 12,576	\$ 40,781	\$ 15,732	\$ -	\$ 17,150	\$ 17,150	\$ 17,150	#DIV/0!

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12221 514900	Fire Suppression Holiday Pay	\$ 162,019	\$ 172,375	\$ 166,697	\$ 179,264	\$ 180,602	\$ 180,602	\$ 1,338	0.7%
12221 515000	Fire Suppression Defib Pay	\$ 40,301	\$ 42,445	\$ 44,914	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12221 517000	Fire Suppression Heath Ins	\$ 607,780	\$ 569,907	\$ 666,425	\$ 700,735	\$ -	\$ -	\$ (700,735)	-100.0%
12221 517800	Fire Suppression Medicare	\$ 59,068	\$ 58,857	\$ 65,990	\$ 64,129	\$ -	\$ -	\$ (64,129)	-100.0%
12221 519200	Fire Suppress HazMat Stipend	\$ 83,398	\$ 92,573	\$ 88,586	\$ 84,345	\$ 85,395	\$ 85,395	\$ 1,050	1.2%
12221 519500	FD Supp In Service Training	\$ 8,333	\$ 10,062	\$ 25,851	\$ 24,047	\$ 24,047	\$ 24,047	\$ -	0.0%
12221 519600	EMT Stipend	\$ 55,886	\$ 95,005	\$ 86,770	\$ 122,447	\$ 113,687	\$ 113,687	\$ (8,760)	-7.2%
12221 519800	Fire Admin Education Incentive	\$ 57,271	\$ 44,164	\$ 47,625	\$ 68,750	\$ 65,800	\$ 65,800	\$ (2,950)	-4.3%
TOTAL	Fire Suppression Salary	\$ 4,889,809	\$ 5,296,883	\$ 5,076,763	\$ 5,406,624	\$ 4,701,930	\$ 4,701,930	\$ (704,694)	-13.0%
12222 Fire Suppression Expense									
12222 524400	Fire Suppression R&M Vehicles	\$ 76,768	\$ 58,811	\$ 64,976	\$ 62,200	\$ 62,200	\$ 62,200	\$ -	0.0%
12222 524501	Fire Suppression R&M Radio	\$ 26,738	\$ 15,378	\$ 16,023	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
12222 530000	Professional and Tech Services	\$ -	\$ 9,584	\$ -	\$ 12,480	\$ 12,480	\$ 12,480	\$ -	0.0%
12222 530001	Fire Supp Prof Serv Med Bills	\$ 21,983	\$ 43,970	\$ 19,443	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	0.0%
12222 530009	Fire-Occupational Hlth Service	\$ 7,535	\$ 6,875	\$ 6,250	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%
12222 531700	FD Supp Emp Training Seminar	\$ 26,006	\$ 10,214	\$ 34,479	\$ 26,000	\$ 26,000	\$ 26,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12222 542400	Fire Supp - Extinguisher Ref	\$ 716	\$ 442	\$ 657	\$ 1,100	\$ 1,000	\$ 1,000	\$ (100)	-9.1%
12222 548900	Fire Suppression Gasoline Exp	\$ 13,471	\$ 9,069	\$ 15,062	\$ 24,150	\$ 24,150	\$ 24,150	\$ -	0.0%
12222 558600	Fire Supp Firefighter Supplies	\$ 41,580	\$ 32,062	\$ 26,843	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
12222 573000	Fire Supp Dues and Memb Exp	\$ 2,500	\$ 2,500	\$ 2,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
TOTAL	Fire Suppression Expense	\$ 217,297	\$ 188,905	\$ 186,232	\$ 218,930	\$ 218,830	\$ 218,830	\$ (100)	0.0%
12223 Fire Suppression Capital									
12223 587003	Turnout Gear Replacement	\$ -	\$ 23,427	\$ 25,000	\$ 25,200	\$ 25,000	\$ 26,250	\$ 1,050	4.2%
12223 587100	FD Supp Capital Outly Off Eq	\$ 2,937	\$ 11,061	\$ 9,111	\$ 9,600	\$ 9,600	\$ 9,600	\$ -	0.0%
12223 587200	Fire Supp Capital Outlay Other	\$ 46,437	\$ 40,112	\$ 38,940	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	0.0%
TOTAL	Fire Suppression Capital	\$ 49,374	\$ 74,600	\$ 73,051	\$ 74,800	\$ 74,600	\$ 75,850	\$ 1,050	1.4%
12301 EMS Salary									
12301 513005	Overtime-EMS Training	\$ 30,017	\$ 27,105	\$ 26,404	\$ 28,000	\$ 28,530	\$ 28,530	\$ 530	1.9%
12301 519600	EMT Stipend	\$ 41,828	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

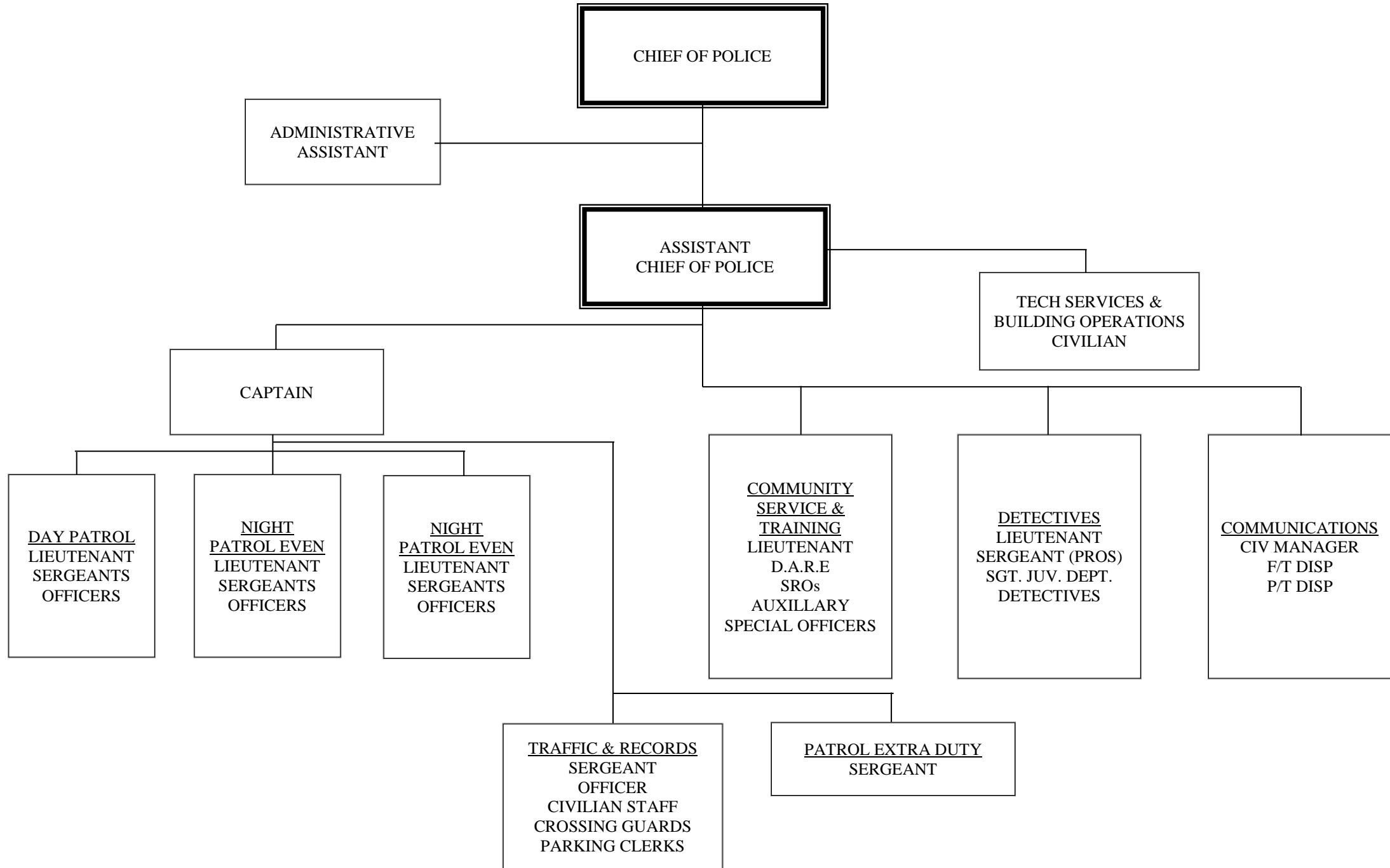
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
TOTAL	EMS Salary	\$ 71,845	\$ 27,105	\$ 26,404	\$ 28,000	\$ 28,530	\$ 28,530	\$ 530	1.9%
	12302 EMS Expenses								
12302 524010	EMS Services Defibrillator	\$ 16,134	\$ 4,086	\$ 680	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12302 524400	EMS Repair & Maint Vehicles	\$ 11,839	\$ 7,664	\$ 14,992	\$ 12,000	\$ 15,000	\$ 15,000	\$ 3,000	25.0%
12302 530000	EMS Training	\$ -	\$ 73	\$ -	\$ 1,500	\$ 13,000	\$ 13,000	\$ 11,500	766.7%
12302 530010	ALS Contracted Training	\$ 10,000	\$ 11,250	\$ 10,317	\$ 13,000	\$ -	\$ -	\$ (13,000)	-100.0%
12302 530011	ALS Quality Assurance	\$ -	\$ 8,496	\$ 6,892	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
12302 530012	ALS Medical Control	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
12302 530013	Amb Billing Services Exp	\$ 38,190	\$ 33,121	\$ 35,610	\$ 38,000	\$ 34,000	\$ 34,000	\$ (4,000)	-10.5%
12302 548900	EMS Veh Supp-Gasoline	\$ 3,657	\$ 4,302	\$ 8,333	\$ 7,350	\$ 7,350	\$ 7,350	\$ -	0.0%
12302 550000	EMS Medical Supplies	\$ 12,405	\$ 15,431	\$ 15,901	\$ 14,100	\$ 10,000	\$ 10,000	\$ (4,100)	-29.1%
12302 550002	ALS Consumable Supplies	\$ 36,679	\$ 35,307	\$ 41,694	\$ 36,500	\$ 40,000	\$ 40,000	\$ 3,500	9.6%
12302 573100	EMT Exp - Licenses	\$ 3,000	\$ 3,000	\$ 3,200	\$ 4,800	\$ 4,800	\$ 4,800	\$ -	0.0%
TOTAL	EMS Expenses	\$ 141,904	\$ 132,731	\$ 147,619	\$ 152,250	\$ 149,150	\$ 149,150	\$ (3,100)	-2.0%
	12303 EMT Capital Exp								

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12303 585300	EMS Reporting & Equipment	\$ 17,912	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12303 587000	EMT Repl Equip	\$ -	\$ 25,000	\$ 24,673	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
TOTAL	EMT Capital Exp	\$ 17,912	\$ 25,000	\$ 24,673	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
TOTAL SALARIES		\$ 5,544,512	\$ 5,970,533	\$ 5,784,453	\$ 6,124,313	\$ 5,354,587	\$ 5,348,587	\$ (775,726)	-12.7%
TOTAL EXPENSES		\$ 422,703	\$ 418,865	\$ 440,708	\$ 517,830	\$ 518,630	\$ 518,630	\$ 800	0.2%
TOTAL OVERLAY		\$ 67,286	\$ 159,616	\$ 161,117	\$ 116,355	\$ 94,600	\$ 95,850	\$ (20,505)	-17.6%
		\$ 6,034,501	\$ 6,549,014	\$ 6,386,278	\$ 6,758,498	\$ 5,967,817	\$ 5,963,067	\$ (795,431)	-11.8%
GRAND TOTAL		\$ 6,034,501	\$ 6,549,014	\$ 6,386,278	\$ 6,758,498	\$ 5,967,817	\$ 5,963,067	\$ (795,431)	-11.8%
								\$ (795,431)	

Police Department



Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	<u>FTE</u> <u>FY2014</u>	<u>FTE</u> <u>FY2015</u>	<u>FTE</u> <u>FY2016</u>	<u>FTE</u> <u>FY2017</u>	<u>FTE</u> <u>FY2018</u>	<u>FTE</u> <u>FY2019</u>	<u>FY19</u> <u>SAL</u>	<u>DEPT. REQ.</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>	<u>TARECC</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>
Police Administration											
Chief	1.0	1.0	1.0	1.0	1.0	1.0	\$ 192,902	1.00	\$ 196,760	1.0	\$ 196,760
Assistant Chief	1.0	1.0	1.0	1.0	1.0	1.0	\$ 156,866	1.00	\$ 160,004	1.0	\$ 160,004
Administrative Assistant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 66,210	1.00	\$ 67,534	1.0	\$ 67,534
TOTALS	3.0	3.0	3.0	3.0	3.0	3.0	415,978	3.00	424,298	3.0	424,298
Police Records											
Records Secretary	1.0	1.0	1.0	1.0	1.0	1.0	\$ 40,356	1.00	\$ 42,209	1.0	\$ 42,209
Records Secretary	1.0	1.0	1.0	1.0	1.0	1.0	\$ 38,929	1.00	\$ 40,435	1.0	\$ 40,435
TOTALS	2.0	2.0	2.0	2.0	2.0	2.0	\$ 79,284	2.00	\$ 82,644	2.0	\$ 82,644
Police Patrol											
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 69,715	1.00	\$ 71,282	1.0	\$ 71,282
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 73,837	1.00	\$ 75,314	1.0	\$ 75,314
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 56,890	1.00	\$ 59,454	1.0	\$ 59,454
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,221	1.00	\$ 81,002	1.0	\$ 81,002
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 69,715	1.00	\$ 71,282	1.0	\$ 71,282
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 69,222	1.00	\$ 70,607	1.0	\$ 70,607
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,684	1.00	\$ 69,038	1.0	\$ 69,038
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 63,377	1.00	\$ 64,801	1.0	\$ 64,801
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,684	1.00	\$ 69,038	1.0	\$ 69,038
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 65,927	1.00	\$ 67,245	1.0	\$ 67,245
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 56,890	1.00	\$ 59,454	1.0	\$ 59,454
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 58,601	1.00	\$ 61,727	1.0	\$ 61,727
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,684	1.00	\$ 69,038	1.0	\$ 69,038

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE <u>FY2014</u>	FTE <u>FY2015</u>	FTE <u>FY2016</u>	FTE <u>FY2017</u>	FTE <u>FY2018</u>	FTE <u>FY2019</u>	FY19 <u>SAL</u>	DEPT. REQ. <u>FY2020</u>	FY20 <u>SAL</u>	TARECC <u>FY2020</u>	FY20 <u>SAL</u>
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 61,531	1.00	\$ 62,762	1.0	\$ 62,762
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,052	1.00	\$ 77,762	1.0	\$ 77,762
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 69,715	1.00	\$ 71,282	1.0	\$ 71,282
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,221	1.00	\$ 81,002	1.0	\$ 81,002
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 61,531	1.00	\$ 62,762	1.0	\$ 62,762
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 65,927	1.00	\$ 69,637	1.0	\$ 69,637
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,221	1.00	\$ 81,002	1.0	\$ 81,002
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,052	1.00	\$ 77,762	1.0	\$ 77,762
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,914	1.00	\$ 78,452	1.0	\$ 78,452
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 66,531	1.00	\$ 67,762	1.0	\$ 67,762
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 56,890	1.00	\$ 58,028	1.0	\$ 58,028
Captain	1.0	1.0	1.0	1.0	1.0	1.0	\$ 135,894	1.00	\$ 138,613	1.0	\$ 138,613
Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 116,261	1.00	\$ 118,586	1.0	\$ 118,586
Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 116,261	1.00	\$ 118,586	1.0	\$ 118,586
Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 116,261	1.00	\$ 118,586	1.0	\$ 118,586
Sergeant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 78,397	1.00	\$ 79,965	1.0	\$ 79,965
Sergeant						1.0	\$ 97,997	1.00	\$ 99,956	1.0	\$ 99,956
Sergeant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 99,466	1.00	\$ 101,456	1.0	\$ 101,456
Sergeant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 97,997	1.00	\$ 99,956	1.0	\$ 99,956
Sergeant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 94,077	1.00	\$ 95,958	1.0	\$ 95,958
Sergeant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,573	1.00	\$ 81,165	1.0	\$ 81,165
Sergeant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 97,997	1.00	\$ 100,908	1.0	\$ 100,908
TOTALS	34.0	34.0	34.0	34.0	34.0	35.0	\$ 2,766,214	35.00	\$ 2,831,227	35.0	\$ 2,831,227

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	<u>FTE</u> <u>FY2014</u>	<u>FTE</u> <u>FY2015</u>	<u>FTE</u> <u>FY2016</u>	<u>FTE</u> <u>FY2017</u>	<u>FTE</u> <u>FY2018</u>	<u>FTE</u> <u>FY2019</u>	<u>FY19</u> <u>SAL</u>	<u>DEPT. REQ.</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>	<u>TARECC</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>
Police Traffic											
Sergeant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 97,997	1.00	\$ 99,956	1.0	\$ 99,956
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 69,715	1.00	\$ 71,282	1.0	\$ 71,282
TOTALS	2.0	2.0	2.0	2.0	2.0	2.0	\$ 167,711	2.00	\$ 171,238	2.0	\$ 171,238

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

<u>Position Classification</u>	<u>FTE</u> <u>FY2014</u>	<u>FTE</u> <u>FY2015</u>	<u>FTE</u> <u>FY2016</u>	<u>FTE</u> <u>FY2017</u>	<u>FTE</u> <u>FY2018</u>	<u>FTE</u> <u>FY2019</u>	<u>FY19</u> <u>SAL</u>	<u>DEPT. REQ.</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>	<u>TARECC</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>
Crossing Guards											
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 9,610	0.38	\$ 10,096	0.38	\$ 10,096
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 11,801	0.38	\$ 12,037	0.38	\$ 12,037
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 8,795	0.38	\$ 9,136	0.38	\$ 9,136
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 9,610	0.38	\$ 10,017	0.38	\$ 10,017
Crossing Guard						0.38	\$ 9,898	0.38	\$ 10,166	0.38	\$ 10,166
Reserve Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 10,501	0.38	\$ 10,711	0.38	\$ 10,711
Reserve Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 8,795	0.38	\$ 8,970	0.38	\$ 8,970
Reserve Crossing Guard	0.38	0.38	0.38	0.38	0.38	0.38	\$ 8,795	0.38	\$ 8,970	0.38	\$ 8,970
TOTALS	6.75	6.75	6.75	6.75	6.75	7.13	193,314	7.13	197,923	7.13	197,923

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

<u>Position Classification</u>	<u>FTE</u> <u>FY2014</u>	<u>FTE</u> <u>FY2015</u>	<u>FTE</u> <u>FY2016</u>	<u>FTE</u> <u>FY2017</u>	<u>FTE</u> <u>FY2018</u>	<u>FTE</u> <u>FY2019</u>	<u>FY19</u> <u>SAL</u>	<u>DEPT. REQ.</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>	<u>TARECC</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>
Parking Control Officers											
Parking Control Officer	0.38	0.38	0.38	0.38	0.38	0.38	\$ 20,174	0.38	\$ 20,827	0.38	\$ 20,827
Parking Control Officer	0.38	0.38	0.38	0.38	0.38	0.38	\$ 24,140	0.38	\$ 24,623	0.38	\$ 24,623
Parking Control Officer	0.38	0.38	0.38	0.38	0.38	0.38	\$ 20,175	0.38	\$ 20,780	0.38	\$ 20,780
Parking Control Officer	0.38	0.38	0.38	0.38	0.38	0.38	\$ 20,967	0.38	\$ 22,103	0.38	\$ 22,103
TOTALS	1.50	1.50	1.50	1.50	1.50	1.50	\$ 85,456	1.50	\$ 88,333	1.50	\$ 88,333
Police Detectives											
Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 116,261	1.00	\$ 118,586	1.0	\$ 118,586
Detective Sergeant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 99,466	1.00	\$ 101,456	1.0	\$ 101,456
Detective Sergeant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 78,397	1.00	\$ 79,966	1.0	\$ 79,966
Detective	1.0	1.0	1.0	1.0	1.0	1.0	\$ 73,837	1.00	\$ 75,315	1.0	\$ 75,315
Detective	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,052	1.00	\$ 77,762	1.0	\$ 77,762
Detective	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,914	1.00	\$ 78,453	1.0	\$ 78,453
TOTALS	6.0	6.0	6.0	6.0	6.0	6.0	\$ 520,928	6.00	\$ 531,538	6.0	\$ 531,538
Police Community											
Lieutenant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 116,261	1.00	\$ 118,586	1.0	\$ 118,586
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,216	1.00	\$ 81,002	1.0	\$ 81,002
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 79,216	1.00	\$ 81,002	1.0	\$ 81,002
Police Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,047	1.00	\$ 77,762	1.0	\$ 77,762
Tech Assistant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 61,410	1.00	\$ 62,638	1.0	\$ 62,638
TOTALS	5.0	5.0	5.0	5.0	5.0	5.0	\$ 412,150	5.00	\$ 420,989	5.0	\$ 420,989

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	<u>FTE</u> <u>FY2014</u>	<u>FTE</u> <u>FY2015</u>	<u>FTE</u> <u>FY2016</u>	<u>FTE</u> <u>FY2017</u>	<u>FTE</u> <u>FY2018</u>	<u>FTE</u> <u>FY2019</u>	<u>FY19</u> <u>SAL</u>	<u>DEPT. REQ.</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>	<u>TARECC</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>
Police Public Safety											
Operations Manager	1.0	1.0	1.0	1.0	1.0	1.0	\$ 87,510	1.00	\$ 90,857	1.0	\$ 90,857
Supervisor	1.0	1.0	1.0	1.0	1.0	1.0	\$ 73,265	1.00	\$ 79,390	1.0	\$ 79,390
Dispatcher	1.0	1.0	1.0	1.0	1.0	1.0	\$ 50,355	1.00	\$ 55,084	1.0	\$ 55,084
Dispatcher	1.0	1.0	1.0	1.0	1.0	1.0	\$ 73,265	1.00	\$ 61,660	1.0	\$ 61,660
Dispatcher	1.0	1.0	1.0	1.0	1.0	1.0	\$ 53,369	1.00	\$ 61,810	1.0	\$ 61,810
Dispatcher	1.0	1.0	1.0	1.0	1.0	1.0	\$ 53,369	1.00	\$ 62,195	1.0	\$ 62,195
Dispatcher	1.0	1.0	1.0	1.0	1.0	1.0	\$ 54,437	1.00	\$ 63,332	1.0	\$ 63,332
Dispatcher	1.0	1.0	1.0	1.0	1.0	1.0	\$ 54,437	1.00	\$ 63,862	1.0	\$ 63,862
Dispatcher	1.0	1.0	1.0	1.0	1.0	1.0	\$ 53,369	1.00	\$ 61,760	1.0	\$ 61,760
Dispatcher	1.0	1.0	1.0	1.0	1.0	1.0	\$ 54,437	1.00	\$ 63,332	1.0	\$ 63,332
TOTALS	10.0	10.0	10.0	10.0	10.0	10.0	607,813.0	10.00	\$ 663,282	10.0	\$ 663,282

Vacant or changes to position



OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 7,395,861.00	\$ 6,631,497.00	\$ (764,364.00)	-10.3%	107
Total Expenses	\$ 634,947.00	\$ 636,022.00	\$ 1,075.00	0.2%	
Total Overlay	\$ 205,000.00	\$ 205,000.00	\$ -	0.0%	
Grand Total	\$ 8,235,808.00	\$ 7,472,519.00	\$ (763,289.00)	-9.3%	

Submitted by: Police Chief Richard McLaughlin

Summary of Program Responsibilities:

ADMINISTRATION DIVISION:

Purpose and Overview: The Administration Division is responsible for supporting the daily operations of the Department. This Division process and coordinates all functions within the Department and consists of a wide range of tasks necessary for the successful operation of the Department. The Administration Division investigates civilian complaints of officer misconduct and staff investigations. The Administration Division also functions as the Public Information Office and conducts various audits to ensure budgetary integrity.

PATROL DIVISION:

Purpose and Overview: The uniform patrol division is the Department's primary and most visible staff resource. The Patrol Division is responsible for the supersession and prevention of crime, apprehension of criminal offenders, recovery of stolen property, maintaining the peace, enforcing traffic rules and town by-laws. The Patrol Division is divided into Day Patrol, Night Patrol, and Traffic Enforcement. The Day and Night Patrols are assigned throughout the town to increase visibility, enforce the laws and foster positive relationships with our citizens. The Patrol Division responds to calls for service including, but not limited to, domestic violence, robbery, identity theft and mental illness evaluations.

DETECTIVE DIVISION:

Purpose and Overview: The Detective Division acts as the investigative arm of the Department. Detectives investigate all serious crimes committed in the town, including rape, robbery, aggravated assault, burglary and larceny. Three detectives at the rank of patrol officer are assigned to this division. Detectives are also responsible for the processing of crime scenes and the handling of evidence. The Detective Lieutenant's duties, in addition to managing the division, include the issuing of gun permits and the vetting of town liquor licenses. One detective Sergeant functions as the Department Prosecutor for all criminal cases at Juvenile, District and Superior Court cases. A second Detective Sergeant is responsible for investigating and following up on all Juvenile and domestic violence cases.

COMMUNITY SERVICES DIVISION:

Purpose and Overview: The Community Services Division solicits community participation by identifying problems and working towards solutions through partnership and community engagement. The Community Services Lieutenant is responsible for managing all department training including the processing of new student officers and functions as the liaison to the department's auxiliary police officers, the School Resource Officers (SROs) and the DARE Officer are assigned to Community Services.



TRAFFIC DIVISION:

Purpose and Overview: The Traffic Division is responsible for overseeing and managing any traffic or parking matters that may arise and need to be resolved within the community. Officers assigned to this division are responsible for the investigation of car crashes especially those that involve serious bodily injury or death. The Parking Control Officers and School Crossing Guards fall under this division and are managed by the Officer in Charge of Traffic

RECORDS DIVISION:

Purpose and Overview: The Records Division is responsible for the management and maintenance of all traffic related reports, police incident reports, arrest information, parking tickets, parking permits, citations and any court related documents or records to be used by the public.

SAFETY JOINT COMMUNICATIONS DIVISION:

Purpose and Overview: The Joint Public Safety Communications Division is responsible for the handling of all the communication needs of both the Fire and Police Departments, emergency and non-emergency phone lines. This division is responsible for coordinating the response of the Emergency Medical System, through the use of telephones, cell phones, and radio and computer systems. Within this division, the alarm monitoring and billing systems are managed along with the town wide notification system. This division also receives the telephone calls for all other departments within the town after normal business hours.

FY19 Accomplishments:

- 2018 Citizen Police Academy
- In conjunction with the Police/DPW Building Committee, successfully acquired funding for major renovations at our 87 year old police station.
- Joining C4RJ. The Belmont Police Department entered into a partnership with C4RJ. C4RJ is a community-police partnership that offers restorative justice to those affected by crime.



Additional Information:
Department Personnel

Administration	3
Patrol	35
Detectives	6
Traffic	2
Traffic Parking Control	4
Traffic/Records	2
Traffic Crossing Guards	19
Community Services	4
Tech Services	1
E911	10
E911 Perdiem	6
Auxiliary & Special Officers	16
Total	108

2018 Quarterly DATA	1st Qrt	2nd Qrt	3rd Qrt	4th Qrt.	TOTAL
Calls for Service by Shift					
Day	2,169	2,222	1,989	2,034	8,414
Evening	1,670	1,691	2,129	1,760	7,250
Midnight	866	995	927	1,051	3,839
Motor Vehicle Crashes Reported	173	109	113	138	533
Summons	27	52	39	23	141
Arrest	25	19	8	17	69
Protective Custody	1	0	0	2	3
Training Hours	1,420	1,280	1,341	1,324	5,365
Firearms License Issued	30	41	28	54	153
E911					
Number of Incoming Calls	15,748	16,904	16,061	14,696	63,409
Number of EMD Calls	255	260	276	247	1,038
Number of 9-1-1 Calls	901	877	936	938	3,652
Number of Calls for Service	4,671	5,108	5,243	5,032	20,054

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
12111 Police Administration Sa									
12111 511000	Police Admin Full Time Salary	\$ 345,063	\$ 371,700	\$ 390,041	\$ 415,344	\$ 420,440	\$ 424,298	\$ 8,954	2.2%
12111 514101	Pol Admin First Responder Pay	\$ 7,737	\$ 7,740	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ (4,000)	-100.0%
12111 514800	Police Admin Longevity	\$ 600	\$ 675	\$ 3,950	\$ 775	\$ 975	\$ 975	\$ 200	25.8%
12111 514900	Police Admin Holiday Pay	\$ 11,479	\$ 12,160	\$ 7,699	\$ 7,853	\$ -	\$ -	\$ (7,853)	-100.0%
12111 517000	Police Admin Health Insurance	\$ 48,855	\$ 48,855	\$ 50,070	\$ 54,585	\$ -	\$ -	\$ (54,585)	-100.0%
12111 517800	Police Administration Medicare	\$ 5,201	\$ 5,423	\$ 5,702	\$ 5,843	\$ -	\$ -	\$ (5,843)	-100.0%
TOTAL	Police Administration Sa	\$ 418,935	\$ 446,552	\$ 461,462	\$ 488,400	\$ 421,415	\$ 425,273	\$ (63,127)	-12.9%
12112 Police Administration Expense									
12112 524400	Police Admin R&M Vehicles	\$ 2,610	\$ 2,682	\$ 2,658	\$ 2,719	\$ 2,719	\$ 2,719	\$ -	0.0%
12112 524500	Police Admin R&M Office Equip	\$ 3,366	\$ 4,012	\$ 4,595	\$ 4,852	\$ 4,852	\$ 4,852	\$ -	0.0%
12112 524600	Police Admin R&M Comp Equip	\$ 2,259	\$ 1,093	\$ 2,503	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
12112 524900	PD Admin R&M Police Equipment	\$ 730	\$ 730	\$ 360	\$ 750	\$ 750	\$ 750	\$ -	0.0%
12112 530001	Police Admin - Physical&Psych	\$ 1,615	\$ 700	\$ 1,355	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12112 530009	Pol-Occupational Hlth Service	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0.0%
12112 531900	Police Admin Prof Serv Advert	\$ 748	\$ 426	\$ 125	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12112 534500	Police Admin Postage Expense	\$ 297	\$ 111	\$ 270	\$ 300	\$ 300	\$ 300	\$ -	0.0%
12112 534600	Police Adm Print and Mail Exp	\$ 444	\$ 578	\$ 595	\$ 600	\$ 600	\$ 600	\$ -	0.0%
12112 542100	Police Admin Office Supp Exp	\$ 2,632	\$ 2,938	\$ 962	\$ 5,900	\$ 5,900	\$ 5,900	\$ -	0.0%
12112 548000	Police Admin Vehicle Supp Exp	\$ 1,589	\$ 2,500	\$ 3,864	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12112 558012	Oth Sup ID Renewals	\$ 195	\$ 330	\$ 180	\$ 600	\$ 600	\$ 600	\$ -	0.0%
12112 558100	Police Admin Subscriptions Exp	\$ 2,128	\$ 2,765	\$ 2,159	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0.0%
12112 558200	Police Admin Uniforms Clothing	\$ 1,785	\$ 511	\$ 2,550	\$ 3,943	\$ 3,943	\$ 3,943	\$ -	0.0%
12112 558403	Fitness Equipment	\$ -	\$ 378	\$ 2,593	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
12112 558404	Furniture Expense	\$ -	\$ 743	\$ 7,507	\$ 6,450	\$ 6,450	\$ 6,450	\$ -	0.0%
12112 571000	PD Admin In State Travel Exp	\$ 2,924	\$ 3,474	\$ 3,408	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%
12112 573000	Police Admin Dues and Memb Exp	\$ 7,675	\$ 7,865	\$ 9,381	\$ 10,702	\$ 10,702	\$ 10,702	\$ -	0.0%
12112 573200	Disability Insurance	\$ -	\$ -	\$ -	\$ 3,740	\$ 3,740	\$ 3,740	\$ -	0.0%
TOTAL	Police Administration Ex	\$ 38,495	\$ 39,335	\$ 52,566	\$ 68,156	\$ 68,156	\$ 68,156	\$ -	0.0%
12113 Police Admin - Capital Exp									
12113 587100	Capital Outlay Repl Office Eq	\$ -	\$ 25,000	\$ 17,390	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
TOTAL	Police Admin - Capital E	\$ -	\$ 25,000	\$ 17,390	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12121 Police Records Salary									
12121 511000	Police Records FT Salary	\$ 81,525	\$ 82,841	\$ 89,813	\$ 80,760	\$ 82,644	\$ 82,644	\$ 1,884	2.3%
12121 514800	Police Records Longevity	\$ 1,500	\$ 1,650	\$ 1,197	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12121 517800	Police Records Medicare	\$ 1,143	\$ 1,230	\$ 1,221	\$ 1,113	\$ -	\$ -	\$ (1,113)	-100.0%
TOTAL	Police Records Salary	\$ 84,168	\$ 85,721	\$ 92,231	\$ 81,873	\$ 82,644	\$ 82,644	\$ 771	0.9%
12122 Police Records Expense									
12122 524500	Police Records R&M Office Eq	\$ 215	\$ 176	\$ -	\$ 250	\$ 250	\$ 250	\$ -	0.0%
12122 527200	Police Records Rental Off Eq	\$ 3,843	\$ 4,285	\$ 3,886	\$ 4,600	\$ 4,600	\$ 4,600	\$ -	0.0%
12122 542100	Police Records Office Supp Exp	\$ 2,661	\$ 2,754	\$ 3,494	\$ 3,756	\$ 3,756	\$ 3,756	\$ -	0.0%
TOTAL	Police Records Expense	\$ 6,719	\$ 7,216	\$ 7,380	\$ 8,606	\$ 8,606	\$ 8,606	\$ -	0.0%
12131 Police Patrol Salary									
12131 511000	Police Patrol Full Time Salary	\$ 2,352,238	\$ 2,671,400	\$ 2,660,415	\$ 2,745,526	\$ 2,831,227	\$ 2,831,227	\$ 85,701	3.1%
12131 513000	Police Patrol Overtime Salary	\$ 307,459	\$ 278,633	\$ 293,585	\$ 365,170	\$ 372,473	\$ 372,473	\$ 7,303	2.0%
12131 514002	Police Patrol NEMLEC	\$ 13,846	\$ 24,020	\$ 21,985	\$ 26,964	\$ 27,504	\$ 27,504	\$ 540	2.0%
12131 514003	Police Patrol Accreditation	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,100	\$ 1,100	\$ 100	10.0%
12131 514100	Police Patrol Specialty Pay	\$ 1,700	\$ 4,950	\$ 6,650	\$ 6,850	\$ 9,823	\$ 9,823	\$ 2,973	43.4%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12131 514101	Pol Patrol First Responder Pay	\$ 65,404	\$ 91,563	\$ 88,008	\$ 89,082	\$ 95,574	\$ 95,574	\$ 6,492	7.3%
12131 514104	Drug Testing Stipend	\$ -	\$ 25,500	\$ 26,250	\$ 25,500	\$ 26,250	\$ 26,250	\$ 750	2.9%
12131 514200	Police Patrol Cap Grade	\$ 11,690	\$ 11,215	\$ 13,636	\$ 19,129	\$ 19,512	\$ 19,512	\$ 383	2.0%
12131 514700	Police Patrol Night Dif Sal	\$ 96,662	\$ 112,798	\$ 113,324	\$ 115,876	\$ 135,353	\$ 135,353	\$ 19,477	16.8%
12131 514800	Police Patrol Longevity	\$ -	\$ -	\$ 1,100	\$ 18,796	\$ 15,400	\$ 15,400	\$ (3,396)	-18.1%
12131 514900	Police Patrol Holiday Pay	\$ 103,797	\$ 124,624	\$ 119,379	\$ 121,092	\$ 129,495	\$ 129,495	\$ 8,403	6.9%
12131 517000	Police Patrol Health Insurance	\$ 356,720	\$ 389,290	\$ 369,970	\$ 419,570	\$ -	\$ -	\$ (419,570)	-100.0%
12131 517800	Police Patrol Medicare	\$ 45,428	\$ 47,454	\$ 51,026	\$ 51,170	\$ -	\$ -	\$ (51,170)	-100.0%
12131 517900	Police Patrol Life Insurance	\$ -	\$ -	\$ -	\$ 695	\$ -	\$ -	\$ (695)	-100.0%
12131 518900	Police - Wellness Stipend	\$ 36,240	\$ 42,601	\$ 39,054	\$ 46,658	\$ 47,591	\$ 47,591	\$ 933	2.0%
12131 519500	PD Patrol In Service Training	\$ 22,507	\$ 23,311	\$ 27,900	\$ 45,299	\$ 46,205	\$ 46,205	\$ 906	2.0%
12131 519800	Education Incentive	\$ -	\$ 36,182	\$ 33,954	\$ 82,000	\$ -	\$ -	\$ (82,000)	-100.0%
TOTAL	Police Patrol Salary	\$ 3,413,691	\$ 3,883,541	\$ 3,866,237	\$ 4,180,377	\$ 3,757,507	\$ 3,757,507	\$ (422,870)	-10.1%
12132 Police Patrol Expense									
12132 524400	Police Patrol R&M Vehicles	\$ 33,319	\$ 20,801	\$ 29,871	\$ 33,500	\$ 33,500	\$ 33,500	\$ -	0.0%
12132 524900	Police Patrol R&M Police Equip	\$ 7,518	\$ 9,495	\$ 12,214	\$ 12,010	\$ 12,010	\$ 12,010	\$ -	0.0%
12132 530001	Police Patrol-Medical Bills	\$ 36,317	\$ 24,098	\$ 15,684	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
12132 530600	PD Pat Prof Serv Data Process	\$ 42,873	\$ 61,404	\$ 47,150	\$ 67,300	\$ 67,300	\$ 67,300	\$ -	0.0%
12132 531700	PD Prof Services-Emp Train Sem	\$ 44,748	\$ 49,188	\$ 29,139	\$ 37,600	\$ 37,600	\$ 37,600	\$ -	0.0%
12132 531701	PD InService Training seats	\$ 6,000	\$ 9,330	\$ 19,457	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%
12132 542100	Police Patrol Office Supp Exp	\$ 7,809	\$ 7,728	\$ 7,182	\$ 7,900	\$ 7,900	\$ 7,900	\$ -	0.0%
12132 548000	Police Patrol Vehicle Supp Exp	\$ 17,735	\$ 18,525	\$ 20,775	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
12132 548900	Police Patrol Gasoline Expense	\$ 58,480	\$ 81,172	\$ 62,969	\$ 85,050	\$ 85,050	\$ 85,050	\$ -	0.0%
12132 550000	Police Patrol Medical Supp Exp	\$ 4,538	\$ 4,981	\$ 4,604	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%
12132 558010	Oth Sup NEMLEC Equip	\$ 2,311	\$ 3,353	\$ 3,451	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12132 558011	Oth Sup K-9 Equip	\$ 2,031	\$ 850	\$ 966	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
12132 558200	Police Patrol Uniform Supp Exp	\$ 2,508	\$ 1,355	\$ 200	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
12132 558400	PD Patrol Police Supplies	\$ 21,302	\$ 7,400	\$ 7,045	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	0.0%
12132 558401	PD Patrol Crime Prevention Sup	\$ 446	\$ 230	\$ 445	\$ 500	\$ 500	\$ 500	\$ -	0.0%
12132 558402	Firearms Training & Ammunition	\$ -	\$ 20,517	\$ 29,016	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
12132 558901	PD Patrol Prisoner Meals Exp	\$ 1,748	\$ 1,494	\$ 1,848	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12132 571000	PD Patrol In State Travel Exp	\$ 255	\$ 390	\$ 1,149	\$ 1,263	\$ 1,263	\$ 1,263	\$ -	0.0%
12132 573000	Dues and Membership	\$ -	\$ 30	\$ 30	\$ 250	\$ 250	\$ 250	\$ -	0.0%
TOTAL	Police Patrol Expense	\$ 289,937	\$ 322,338	\$ 293,194	\$ 368,873	\$ 368,873	\$ 368,873	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12133 Police Patrol Capital									
12133 587000	Police Patrol-Replace Cruisers	\$ 150,300	\$ 163,642	\$ 165,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ -	0.0%
TOTAL	Police Patrol Capital	\$ 150,300	\$ 163,642	\$ 165,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ -	0.0%
12141 Police Traffic Control Salary									
12141 511000	Police Traffic Ctrl FT Salary	\$ 145,458	\$ 238,349	\$ 251,354	\$ 259,020	\$ 171,238	\$ 171,238	\$ (87,782)	-33.9%
12141 511100	Police Traffic Ctrl PT Salary	\$ 201,346	\$ 223,782	\$ 232,236	\$ 279,433	\$ 286,349	\$ 286,349	\$ 6,916	2.5%
12141 513000	Police Traffic Ctrl Overtime S	\$ 3,772	\$ 10,282	\$ 7,875	\$ 10,600	\$ 10,812	\$ 10,812	\$ 212	2.0%
12141 514003	Police Traffic Accreditation	\$ -	\$ -	\$ -	\$ 200	\$ 100	\$ 100	\$ (100)	-50.0%
12141 514100	Police Traffic Specialty Pay	\$ 1,700	\$ 3,866	\$ 2,150	\$ 2,150	\$ 2,350	\$ 2,350	\$ 200	9.3%
12141 514101	Pol Traf First Responder Pay	\$ 4,081	\$ 8,930	\$ 8,833	\$ 9,823	\$ 6,258	\$ 6,258	\$ (3,565)	-36.3%
12141 514104	Drug Testing Stipend	\$ -	\$ 2,250	\$ 2,250	\$ 2,250	\$ 1,500	\$ 1,500	\$ (750)	-33.3%
12141 514200	Police Traffic Cont Cap Grade	\$ -	\$ 304	\$ 300	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12141 514700	Night Differential	\$ -	\$ -	\$ -	\$ 6,585	\$ -	\$ -	\$ (6,585)	-100.0%
12141 514800	Police Traffic Ctrl Longevity	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ 800	\$ 800	#DIV/0!
12141 514900	PD Traffic Ctrl Holiday Salary	\$ 6,128	\$ 10,907	\$ 10,385	\$ 11,847	\$ 7,832	\$ 7,832	\$ (4,015)	-33.9%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12141 517000	Police Traffic Ctrl Health Ins	\$ 54,865	\$ 54,865	\$ 66,760	\$ 72,780	\$ -	\$ -	\$ (72,780)	-100.0%
12141 517800	Police Traffic Ctrl Medicare	\$ 6,893	\$ 7,335	\$ 7,778	\$ 8,395	\$ -	\$ -	\$ (8,395)	-100.0%
12141 519500	PD Traffic In Service Training	\$ -	\$ -	\$ -	\$ 944	\$ 962	\$ 962	\$ 18	1.9%
12141 519900	Police Traffic Uniform Allow	\$ 550	\$ 3,100	\$ 2,950	\$ 3,100	\$ 3,250	\$ 3,250	\$ 150	4.8%
TOTAL	Police Traffic Control S	\$ 424,793	\$ 563,971	\$ 592,872	\$ 667,127	\$ 491,451	\$ 491,451	\$ (175,676)	-26.3%
12142 Police Traffic Control Expense									
12142 524400	Police Traffic R&M Vehicles	\$ 6,927	\$ 5,718	\$ 7,035	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
12142 524900	Police Traffic R&M Police Eq	\$ 1,643	\$ 2,081	\$ 3,658	\$ 3,700	\$ 3,700	\$ 3,700	\$ -	0.0%
12142 542100	Police Traffic Office Supp Exp	\$ 1,364	\$ 1,539	\$ 1,126	\$ 1,546	\$ 1,546	\$ 1,546	\$ -	0.0%
12142 548000	Police Traffic Veh Supp Exp	\$ 3,290	\$ 3,066	\$ 3,301	\$ 3,335	\$ 3,335	\$ 3,335	\$ -	0.0%
12142 556000	Motorcycle Leasing	\$ 9,500	\$ 10,038	\$ 9,500	\$ 10,300	\$ 10,300	\$ 10,300	\$ -	0.0%
12142 558200	PD Traffic Uniform Supp Exp	\$ 3,078	\$ 1,114	\$ 3,391	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
12142 558400	Traffic Contrl Police Supplies	\$ 304	\$ -	\$ 439	\$ 680	\$ 680	\$ 680	\$ -	0.0%
12142 558401	Traf Contr Crime Prev Supplies	\$ 187	\$ 268	\$ 337	\$ 360	\$ 360	\$ 360	\$ -	0.0%
12142 571000	PD Traffic In State Travel Exp	\$ -	\$ -	\$ -	\$ 110	\$ 110	\$ 110	\$ -	0.0%
TOTAL	Police Traffic Control E	\$ 26,293	\$ 23,823	\$ 28,787	\$ 30,531	\$ 30,531	\$ 30,531	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12151 Police Detectives Salary									
12151 511000	Police Detectives FT Salary	\$ 401,129	\$ 446,287	\$ 425,946	\$ 486,023	\$ 531,535	\$ 531,535	\$ 45,512	9.4%
12151 513000	Police Detectives OT Salary	\$ 17,182	\$ 16,596	\$ 14,092	\$ 32,356	\$ 33,003	\$ 33,003	\$ 647	2.0%
12151 514003	Police Detective Accreditation	\$ -	\$ -	\$ -	\$ 300	\$ 300	\$ 300	\$ -	0.0%
12151 514100	PoliceDetective Specialty Pay	\$ 3,800	\$ 6,250	\$ 7,312	\$ 7,750	\$ 8,350	\$ 8,350	\$ 600	7.7%
12151 514101	Pol Det First Responder Pay	\$ 10,979	\$ 15,972	\$ 17,113	\$ 18,184	\$ 18,779	\$ 18,779	\$ 595	3.3%
12151 514104	Drug Testing Stipend	\$ -	\$ 3,750	\$ 3,750	\$ 4,500	\$ 4,500	\$ 4,500	\$ -	0.0%
12151 514200	Cap Grade	\$ 514	\$ 162	\$ 163	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12151 514700	Night Differential	\$ 2,165	\$ 2,524	\$ 2,375	\$ 2,045	\$ 5,443	\$ 5,443	\$ 3,398	166.2%
12151 514900	Police Detectives Holiday Pay	\$ 17,839	\$ 20,354	\$ 22,062	\$ 23,167	\$ 24,311	\$ 24,311	\$ 1,144	4.9%
12151 517000	Health Insurance	\$ 65,140	\$ 54,865	\$ 66,760	\$ 79,495	\$ -	\$ -	\$ (79,495)	-100.0%
12151 517800	Police Detectives Medicare	\$ 6,772	\$ 5,581	\$ 7,218	\$ 8,625	\$ -	\$ -	\$ (8,625)	-100.0%
12151 519800	Education Incentive	\$ -	\$ -	\$ 9,118	\$ 20,500	\$ -	\$ -	\$ (20,500)	-100.0%
TOTAL	Police Detectives Salary	\$ 525,519	\$ 572,341	\$ 575,909	\$ 682,945	\$ 626,222	\$ 626,222	\$ (56,723)	-8.3%
12152 Police Detectives Expense									
12152 524400	Police Detectives R&M Vehicles	\$ 6,856	\$ 3,989	\$ 6,989	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
12152 524900	Police Detective R&M Police Eq	\$ 348	\$ 395	\$ 373	\$ 430	\$ 430	\$ 430	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.	
12152 542100	PD Detective Office Supp Exp	\$ 894	\$ 998	\$ 936	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%	
12152 548000	Police Detectives Veh Supp Exp	\$ 2,168	\$ 1,842	\$ 2,451	\$ 2,634	\$ 2,634	\$ 2,634	\$ -	0.0%	
12152 558200	PD Detective Uniform Supp Exp	\$ 178	\$ 148	\$ -	\$ 400	\$ 400	\$ 400	\$ -	0.0%	
12152 558401	Detective-Crim Prev Supp	\$ 2,608	\$ 3,024	\$ 2,614	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%	
12152 571000	PD Detective In State Travel	\$ -	\$ 60	\$ -	\$ 385	\$ 385	\$ 385	\$ -	0.0%	
12152 573000	Dues and Membership	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -	0.0%	
TOTAL	Police Detectives Expens	\$ 13,051	\$ 10,457	\$ 13,363	\$ 15,099	\$ 15,099	\$ 15,099	\$ -	0.0%	
12161 Police Community Service Sal										
12161 511000	Police Community Svc FT Salary	\$ 301,833	\$ 336,663	\$ 275,785	\$ 328,040	\$ 420,989	\$ 420,989	\$ 92,949	28.3%	
12161 513000	Police Community Svc OT Salary	\$ 11,439	\$ 15,597	\$ 16,152	\$ 8,844	\$ 9,021	\$ 9,021	\$ 177	2.0%	
12161 514003	Police Community Accreditation	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0.0%	
12161 514100	Police Comm Serv Specialty Pay	\$ 2,550	\$ 4,000	\$ 3,050	\$ 3,050	\$ 4,150	\$ 4,150	\$ 1,100	36.1%	
12161 514101	Pol Com ScvFirst Responder Pay	\$ 6,557	\$ 9,169	\$ 8,857	\$ 8,930	\$ 11,522	\$ 11,522	\$ 2,592	29.0%	
12161 514104	Drug Testing Stipend	\$ -	\$ 2,250	\$ 2,250	\$ 2,250	\$ 3,000	\$ 3,000	\$ 750	33.3%	
12161 514800	Police Community Longevity	\$ -	\$ -	\$ -	\$ -	\$ 2,600	\$ 2,600	\$ 2,600	#DIV/0!	
12161 514900	Police Comm Svc Holiday Pay	\$ 7,620	\$ 9,047	\$ 10,989	\$ 12,195	\$ 16,165	\$ 16,165	\$ 3,970	32.6%	

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12161 517000	Police Comm Svc Health Ins	\$ 18,030	\$ 18,030	\$ 18,480	\$ 20,145	\$ -	\$ -	\$ (20,145)	-100.0%
12161 517800	Police Community Svc Medicare	\$ 4,808	\$ 4,849	\$ 5,213	\$ 5,308	\$ -	\$ -	\$ (5,308)	-100.0%
12161 519500	PD CommSvc In Service Training	\$ -	\$ -	\$ -	\$ 2,253	\$ 2,298	\$ 2,298	\$ 45	2.0%
12161 519900	Police Comm Svc Uniform Allow	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ 425	\$ -	0.0%
TOTAL	Police Community Service	\$ 353,262	\$ 400,030	\$ 341,201	\$ 391,540	\$ 470,270	\$ 470,270	\$ 78,730	20.1%
12162 Police Community Service Exp									
12162 524400	Police Comm Svc R&M Vehicles	\$ 2,266	\$ 1,917	\$ 2,968	\$ 2,379	\$ 2,379	\$ 2,379	\$ -	0.0%
12162 525000	PD Comm Serv Pkg Meter Repairs	\$ 1,743	\$ 2,438	\$ 2,414	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12162 542100	PD CommSvc Office Supp Exp	\$ 358	\$ 568	\$ 522	\$ 600	\$ 600	\$ 600	\$ -	0.0%
12162 545010	Pol Comm Serv-Aux Pol Ex	\$ 2,172	\$ 5,950	\$ 4,653	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
12162 548000	Police Comm Svc Veh Supp Exp	\$ 285	\$ 1,555	\$ 2,638	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12162 558900	PD-Comm Serv PkgMtr Supp	\$ -	\$ 2,416	\$ 2,119	\$ 2,600	\$ 2,600	\$ 2,600	\$ -	0.0%
12162 571000	PD CommSvc In State Travel Exp	\$ 3	\$ -	\$ 39	\$ 189	\$ 189	\$ 189	\$ -	0.0%
12162 573000	PD CommSvc Dues & Memb Exp	\$ 525	\$ 415	\$ 325	\$ 750	\$ 750	\$ 750	\$ -	0.0%
TOTAL	Police Community Service	\$ 7,352	\$ 15,260	\$ 15,679	\$ 17,018	\$ 17,018	\$ 17,018	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12961 Public Safety Comm 911 Salary									
12961 511000	Public Safety Comm FT Salary	\$ 541,465	\$ 569,078	\$ 534,294	\$ 582,916	\$ 588,427	\$ 588,427	\$ 5,511	0.9%
12961 511100	Public Safety Comm PT Salary	\$ 42,601	\$ 63,124	\$ 41,674	\$ 49,195	\$ 50,179	\$ 50,179	\$ 984	2.0%
12961 513000	Public Safety Comm OT Salary	\$ 57,753	\$ 75,027	\$ 57,622	\$ 61,324	\$ 62,551	\$ 62,551	\$ 1,227	2.0%
12961 514104	Drug Testing Stipend	\$ -	\$ -	\$ 6,114	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
12961 514700	Public Sfty Comm Night Dif Sal	\$ 22,781	\$ 26,262	\$ 24,426	\$ 23,406	\$ 23,555	\$ 23,555	\$ 149	0.6%
12961 514800	Pub Safety Longevity	\$ 865	\$ 3,145	\$ 3,227	\$ 3,275	\$ 3,275	\$ 3,275	\$ -	0.0%
12961 514900	Public Safety Comm Holiday Pay	\$ 23,105	\$ 23,313	\$ 24,325	\$ 25,068	\$ 21,052	\$ 21,052	\$ (4,016)	-16.0%
12961 515000	PS Defib Stipend	\$ 4,529	\$ 5,540	\$ 4,461	\$ 4,500	\$ 4,050	\$ 4,050	\$ (450)	-10.0%
12961 517000	Public Safety Comm Health Ins	\$ 99,455	\$ 99,455	\$ 101,545	\$ 110,700	\$ -	\$ -	\$ (110,700)	-100.0%
12961 517800	Public Safety Comm Medicare	\$ 10,320	\$ 10,524	\$ 11,236	\$ 11,333	\$ -	\$ -	\$ (11,333)	-100.0%
12961 517900	PS Comm - Life Insurance	\$ -	\$ -	\$ -	\$ 317	\$ -	\$ -	\$ (317)	-100.0%
12961 519002	PS Comm - Uniform Maint	\$ 2,090	\$ 23	\$ 2,920	\$ 3,180	\$ 2,700	\$ 2,700	\$ (480)	-15.1%
12961 519500	PS Comm In Service Training	\$ -	\$ -	\$ -	\$ 2,120	\$ 2,120	\$ 2,120	\$ -	0.0%
12961 519600	Public Safety Comm EMT Stipend	\$ 14,059	\$ 16,212	\$ 13,793	\$ 14,700	\$ 12,555	\$ 12,555	\$ (2,145)	-14.6%
12961 519800	PS Comm Education Incentive	\$ -	\$ -	\$ -	\$ 2,565	\$ 1,665	\$ 1,665	\$ (900)	-35.1%
12961 519900	Public Sfty Comm Uniform Allow	\$ 1,650	\$ 2,669	\$ -	\$ 3,000	\$ -	\$ -	\$ (3,000)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Public Safety Comm 911 S	\$ 820,672	\$ 894,371	\$ 825,635	\$ 903,599	\$ 778,129	\$ 778,129	\$ (125,470)	-13.9%
	12962 Public Safety Comm 911 Expense								
12962 524600	Public Safety Comm R&M Comp f	\$ 2,979	\$ 2,690	\$ 2,679	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
12962 524900	PD PS Comm R&M Police Equip	\$ 40,829	\$ 22,417	\$ 58,308	\$ 40,925	\$ 42,000	\$ 42,000	\$ 1,075	2.6%
12962 531700	PD Prof Scvs-Emp Train Semnar	\$ 1,724	\$ 1,425	\$ 2,255	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12962 534100	PS Comm Telephone Expense	\$ 68,578	\$ 73,238	\$ 70,685	\$ 75,239	\$ 75,239	\$ 75,239	\$ -	0.0%
12962 542100	PS Comm Office Supplies Exp	\$ 987	\$ 566	\$ 1,019	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
12962 542200	Public Sfty Comm Comp Supp Exp	\$ 973	\$ 790	\$ 664	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
12962 558200	PS Comm Unifrom Supp Expense	\$ 900	\$ 772	\$ 1,320	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
12962 572000	Pub Sfty Education & Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12962 573000	PS Comm Dues & Membership Ex	\$ 195	\$ 1,053	\$ 595	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
TOTAL	Public Safety Comm 911 Expense	\$ 117,165	\$ 102,952	\$ 137,524	\$ 126,664	\$ 127,739	\$ 127,739	\$ 1,075	0.8%
TOTAL SALARIES		\$ 6,041,040	\$ 6,846,527	\$ 6,755,548	\$ 7,395,861	\$ 6,627,639	\$ 6,631,497	\$ (764,364)	-10.3%
TOTAL EXPENSES		\$ 499,011	\$ 521,380	\$ 548,492	\$ 634,947	\$ 636,022	\$ 636,022	\$ 1,075	0.2%
TOTAL OVERLAY		\$ 150,300	\$ 188,642	\$ 182,390	\$ 205,000	\$ 205,000	\$ 205,000	\$ -	0.0%
		\$ 6,690,351	\$ 7,556,549	\$ 7,486,430	\$ 8,235,808	\$ 7,468,661	\$ 7,472,519	\$ (763,289)	-9.3%
GRAND TOTAL		\$ 6,690,351	\$ 7,556,549	\$ 7,486,430	\$ 8,235,808	\$ 7,468,661	\$ 7,472,519	\$ (763,289)	-9.3%



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BELMONT PUBLIC SCHOOLS:

	FY19	FY20	\$ Change	% Change
Total Salaries	\$ 47,041,382.00	\$ 50,520,376.00	\$ 3,478,994.00	7.4%
Total Expenses	\$ 9,944,210.00	\$ 10,129,075.00	\$ 184,865.00	1.9%
Grand Total	\$ 56,985,592.00	\$ 60,649,451.00	\$ 3,663,859.00	6.4%

Town and School Officials as well as Elected Officials, again worked very closely in the budget process to develop a balanced budget recommendation for FY20. Based on available revenues, the Belmont Public Schools total submitted budget for FY20 is \$60,649,451 which is an increase of \$3,663,859 or 6.4%.

For more detailed information on the Belmont Public Schools budget please visit their website at www.belmont.k12.ma.us or call the School Administration Office at (617) 993-5400.

MINUTEMAN ASSESSMENT:

FY19	FY20	\$ Change	% Change
\$ 846,771.00	\$ 984,887.00	\$ 138,116.00	16.3%

The Town of Belmont is a member of the Minuteman Vocational School District. Each year Minuteman provides an estimate of the assessment to each member community to fund its annual budget. The estimated FY20 assessment is \$984,887 which is an increase of \$138,116 from the FY19 assessment of \$846,771. This FY20 assessment is based on approximately 22 Belmont students attending Minuteman.

ABOUT MINUTEMAN:

Minuteman High School is located in Lexington Massachusetts on a 65-acre campus just west of Route 128/I-95 at the intersection of Massachusetts Avenue and Marrett Road (Route 2A). They are a four-year public high school serving a sixteen-town school district plus many cities and towns in Eastern Massachusetts. The school is accredited by the New England Association of Schools and Colleges, and all of its programs operate under MGL Chapter 74 and the auspices of the Massachusetts Department of Elementary and Secondary Education. Academic classes and career major classes are delivered on a weekly rotating system (one week academic, one week career major).

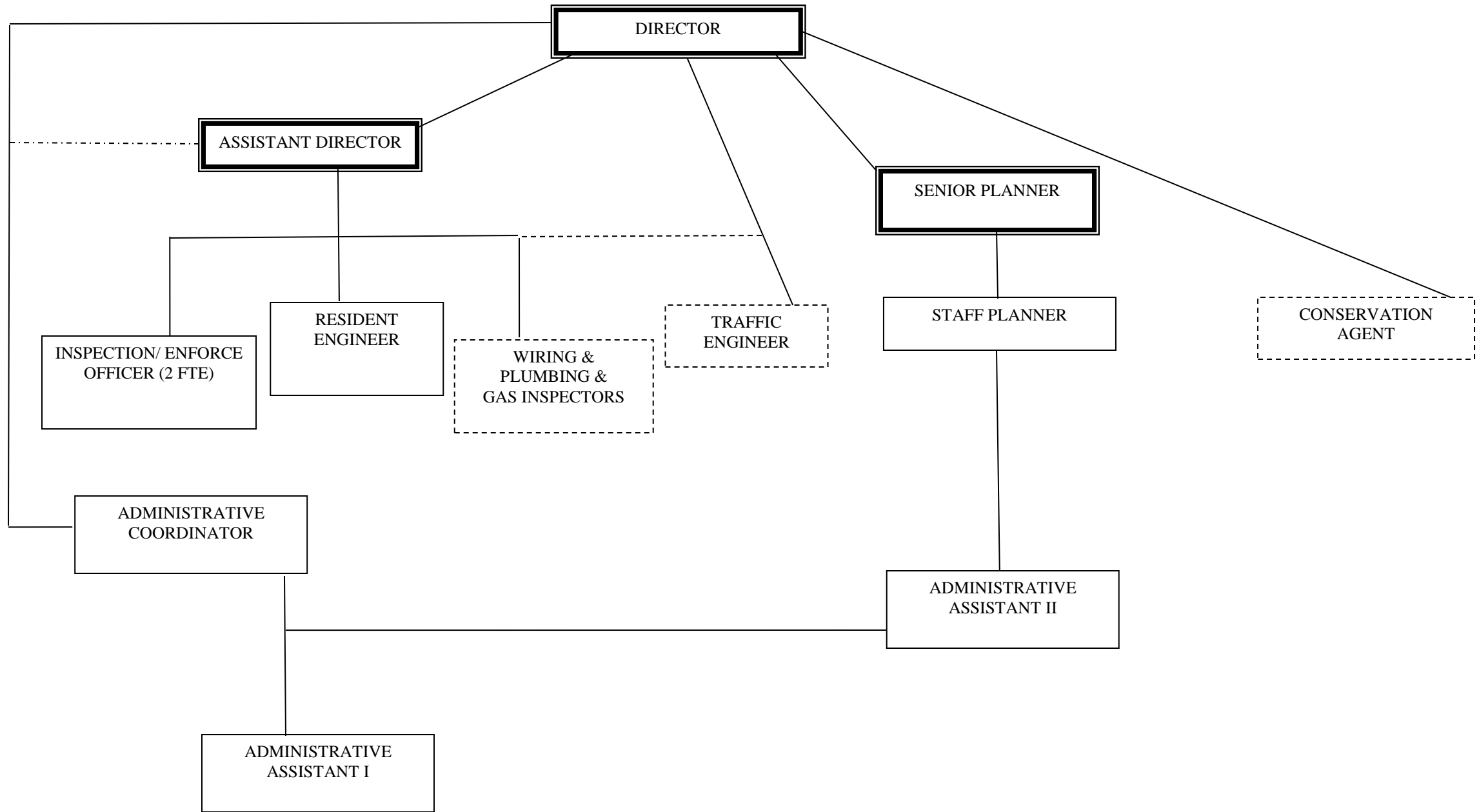
In addition to a high school diploma, graduating seniors are eligible for industry credentials. In some career majors, hours may be applied toward licensing and apprenticeship program requirements. Programs allow qualified students to: test out of a course, gain college credit while at Minuteman, or take a course through independent study or online.

For more on Minuteman one may visit www.minuteman.org or call the school at (781) 861-6500.



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Office of Community Development





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 991,546	\$ 893,567	\$ (97,979)	-9.9%	10.13
Total Expenses	\$ 190,710	\$ 194,260	\$ 3,550	1.9%	
Grand Total	\$ 1,182,256	\$ 1,087,827	\$ (94,429)	-8.0%	

Submitted by: Glenn Clancy

Summary of Program Responsibilities:

The Office of Community Development has four divisions with the following primary responsibilities:

- Administration: Coordinate all divisions within the Office of Community Development, administer and monitor request for proposals, grants, contracts, budgets and reimbursements.
- Planning: Provide professional planning services, project related services, and public services to residents, committees/boards, developers, and others concerned about the Town's physical development.
- Engineering Services: Design, review, implement and provide permanent record keeping of infrastructure improvement programs including major road reconstruction and sanitary sewer and storm drain repairs. Provide municipal engineering services.
- Inspection Services: Review permit applications and issue building permits and other land use permits. Investigate and follows-up on building code and zoning and general by-law violations. Conduct inspections required for various certificates. Review and issue plumbing and gas permits.

FY19 Accomplishments:

- *Complete Streets Policy* - Developed a Complete Street policy for approval by the BOS. The policy received a passing score from Mass DOT.
- *Town Wide Traffic Study* - Initiated a Town Wide Traffic Study to help the Town better understand the sources and impacts of traffic travelling through Belmont.
- *EPA Order on Consent* - Continued work to achive compliance with the Order on Consent between EPA and the Town. Sewer services were relined and other repairs were made to the sewer system to correct illicit discharhes to the storm water system.
- *Former Incinerator Site* – Worked with the Town Adminstrator and Board of Selectmen to identify post closure use options. Continued working with a consultant on engineering tasks required by DEP including surface water and groundwater sampling.
- *Cushing Village Development* - Continued reviewing the development of The Bradford (formerly Cushing Village) including working with the Planning Board on approving exterior building materials and streetscape improvements around the development site.
- *Revised the GR Zoning By-Law Amendment* – This amendment reduced the number of Special Permit applications before the Planning Board without compromising the original intent of the GR By-Law.



Town of Belmont - Town Administration's Fiscal Year 2020 Budget Recommendation

- *Adult Use Marijuana Zoning By-Law* – Worked with the Planning Board to draft by-law language for approval by Town Meeting.
- *LimeBike Program* – Introduced the ridesharing program to help the Town reduce traffic and carbon emissions
- *Community Path Implementation Advisory Committee (CPIAC)* - Worked with and provided support to the CPIAC and consultant team. Assisted the CPIAC in obtaining approval from the Board of Selectmen (BOS) for a recommended route.



Additional Information:

OUTPUTS	FY 18	FY 19	FY 19	FY 20
	Actual	Budget	Estimated	Budget
# of building permits issued	953	1,150	1,020	1,020
# of building inspections performed	1,811	1,700	2,000	1,800
# of plumbing and gas permits issued	906	950	1,040	1,000
# of electrical permits issued	684	675	694	675
# of public buildings and spaces inspected (COI)	114	120	110	120
# of sign, tent and home occupation permits issued	96	120	74	75
# of code enforcement citations (excluding residential snow)	51	70	90	70
# of code enforcement citations - residential snow	129	125	125	125
# of Zoning Board of Appeals cases	37	30	54	50
# of Planning Board cases	23	25	12	15

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019	FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TA REC FY2020	FY20 SAL
Community Development Administration											
Community Development Director	1.0	1.0	1.0	1.0	1.0	1.0	\$ 152,954	1.0	\$ 157,560	1.0	\$ 157,560
Community Development Asst. Director	1.0	1.0	1.0	1.0	1.0	1.0	\$ 109,397	1.0	\$ 112,674	1.0	\$ 112,674
Administrative Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,055	1.0	\$ 71,456	1.0	\$ 71,456
Total	3.0	3.0	3.0	3.0	3.0	3.0	332,405.8	3.0	341,689.5	3.0	\$ 341,690
Building Inspection											
Administrative Assistant I	1.0	1.0	1.0	1.0	1.0	1.0	\$ 39,959	1.0	\$ 40,758	1.0	\$ 40,758
Inspection and Enforcement	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,916	1.0	\$ 83,600	1.0	\$ 83,600
Inspection and Enforcement	1.0	1.0	1.0	1.0	1.0	1.0	\$ 71,546	1.0	\$ 77,168	1.0	\$ 77,168
Total	3.0	3.0	3.0	3.0	3.0	3.0	188,420.4	3.0	201,525.9	3.0	201,525.9
Engineering Services											
Resident Engineer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 77,959	1.0	\$ 83,210	1.0	\$ 83,210
Traffic Engineer	-	-	-	-	-	-	\$ -	1.0	\$ 85,000	-	\$ -
Conservation Commission Agent	0.34	0.34	0.34	0.34	0.34	0.34	\$ 25,000	0.34	\$ 25,000	0.34	\$ 25,500
Total	1.3	1.3	1.3	1.3	1.3	1.3	102,958.9	2.3	193,210.1	1.3	108,710.1
Planning											
Senior Planner	1.0	1.0	1.0	1.0	1.0	1.0	\$ 97,506	1.0	\$ 102,440	1.0	\$ 102,440
Staff Planner	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,331	1.0	\$ 75,349	1.0	\$ 75,349
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	1.0	\$ 49,763	1.0	\$ 52,846	1.0	\$ 52,846
Total	3.0	3.0	3.0	3.0	3.0	3.0	217,600.1	3.0	230,634.6	3.0	230,634.6
Vacant or changes to position											

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11751 Planning Salary									
11751 511000	Planning FT Salary	\$ 125,905	\$ 161,070	\$ 210,606	\$ 225,830	\$ 230,635	\$ 230,635	\$ 4,805	2.1%
11751 517000	Planning Health Ins	\$ 16,285	\$ 28,305	\$ 28,240	\$ 24,490	\$ -	\$ -	\$ (24,490)	-100.0%
11751 517800	Planning Medicare	\$ 1,969	\$ 2,862	\$ 3,051	\$ 3,153	\$ -	\$ -	\$ (3,153)	-100.0%
TOTAL	Planning Salary	\$ 144,159	\$ 192,237	\$ 241,897	\$ 253,473	\$ 230,635	\$ 230,635	\$ (22,838)	-9.0%
11752 Planning Expense									
11752 530000	Planning Prof & Tech Exp	\$ 7,868	\$ 6,989	\$ 23,912	\$ 22,500	\$ 22,500	\$ 22,500	\$ -	0.0%
11752 531900	Planning Prof Serv Adv	\$ 1,216	\$ 1,950	\$ 1,519	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11752 532000	Plann Tuition	\$ -	\$ -	\$ -	\$ 600	\$ 600	\$ 600	\$ -	0.0%
11752 534700	Planning Printing Exp	\$ 73	\$ 600	\$ 287	\$ 650	\$ 700	\$ 700	\$ 50	7.7%
11752 542100	Planning Office Supp Exp	\$ 600	\$ 575	\$ 600	\$ 650	\$ 700	\$ 700	\$ 50	7.7%
11752 552900	Planning Books Expense	\$ -	\$ -	\$ -	\$ 350	\$ 350	\$ 350	\$ -	0.0%
11752 571000	Planning In State Travel	\$ 265	\$ 112	\$ 52	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
11752 573000	Planning Dues & Membership	\$ 380	\$ 380	\$ 600	\$ 700	\$ 700	\$ 700	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Planning Expense	\$ 10,402	\$ 10,606	\$ 26,970	\$ 29,950	\$ 30,050	\$ 30,050	\$ 100	0.3%
	11801 Community Development Salary								
11801 511000	Comm Develop Full Time Salary	\$ 287,990	\$ 297,803	\$ 314,261	\$ 334,632	\$ 341,690	\$ 341,690	\$ 7,058	2.1%
11801 514800	Comm Develop Longevity	\$ -	\$ -	\$ -	\$ 775	\$ 825	\$ 825	\$ 50	6.5%
11801 517000	Comm Develop Health Insurance	\$ 38,580	\$ 38,580	\$ 39,540	\$ 43,105	\$ -	\$ -	\$ (43,105)	-100.0%
11801 517800	Comm Develop Medicare	\$ 4,119	\$ 4,291	\$ 4,461	\$ 4,569	\$ -	\$ -	\$ (4,569)	-100.0%
TOTAL	Community Development Sa	\$ 330,689	\$ 340,674	\$ 358,262	\$ 383,081	\$ 342,515	\$ 342,515	\$ (40,566)	-10.6%
	11802 Community Development Expense								
11802 524500	Comm Develop R&M Office Equip	\$ 5,698	\$ 6,445	\$ 5,330	\$ 7,200	\$ 7,200	\$ 7,200	\$ -	0.0%
11802 530000	Comm Develop Prof & Tech Exp	\$ 11,505	\$ 15,302	\$ 14,588	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%
11802 530016	Conferences & Professional Dev	\$ -	\$ 2,977	\$ 1,868	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
11802 531900	Comm Develop Prof Serv Advert	\$ 412	\$ 750	\$ 87	\$ 750	\$ 750	\$ 750	\$ -	0.0%
11802 532000	Comm DvlpTuition	\$ -	\$ -	\$ -	\$ 600	\$ 1,000	\$ 1,000	\$ 400	66.7%
11802 534100	Comm Develop Telephone Expen	\$ 810	\$ 1,282	\$ 1,293	\$ 1,680	\$ 1,680	\$ 1,680	\$ -	0.0%
11802 534600	Comm Develop Printand Mail Exp	\$ 407	\$ 425	\$ 425	\$ 450	\$ 500	\$ 500	\$ 50	11.1%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11802 542100	Comm Develop Office Supp Exp	\$ 2,325	\$ 2,331	\$ 2,315	\$ 2,400	\$ 2,450	\$ 2,450	\$ 50	2.1%
11802 552900	Comm Develop Books Expense	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ -	0.0%
11802 571000	Comm Develop In state Travel	\$ 1,463	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11802 573000	Comm Develop Duesand Memb E	\$ 2,084	\$ 1,451	\$ 1,480	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
TOTAL	Community Development Ex	\$ 25,053	\$ 31,312	\$ 27,736	\$ 33,630	\$ 34,130	\$ 34,130	\$ 500	1.5%
12411 Building Inspection Salary									
12411 511000	Building Inspection FT Salary	\$ 115,769	\$ 92,595	\$ 141,195	\$ 157,509	\$ 160,769	\$ 160,769	\$ 3,260	2.1%
12411 511100	Building Inspection PT Salary	\$ 29,703	\$ 33,418	\$ 39,117	\$ 39,959	\$ 40,758	\$ 40,758	\$ 799	2.0%
12411 513000	Building Inspections Overtime	\$ 417	\$ 4,346	\$ 1,350	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
12411 514105	Eyeglass Reimbursement	\$ -	\$ -	\$ 160	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12411 514800	Building Inspection Longevity	\$ 331	\$ 331	\$ 544	\$ 581	\$ 656	\$ 656	\$ 75	12.9%
12411 517000	Building Inspection Health Ins	\$ 32,570	\$ 28,305	\$ 28,240	\$ 30,785	\$ -	\$ -	\$ (30,785)	-100.0%
12411 517800	Building Inspection Medicare	\$ 2,384	\$ 2,453	\$ 2,548	\$ 2,739	\$ -	\$ -	\$ (2,739)	-100.0%
12411 519900	Bldg Inspect - Uniform Allow	\$ 216	\$ 1,350	\$ 1,046	\$ 1,350	\$ 1,350	\$ 1,350	\$ -	0.0%
TOTAL	Building Inspection Sala	\$ 181,391	\$ 162,798	\$ 214,200	\$ 235,423	\$ 206,033	\$ 206,033	\$ (29,390)	-12.5%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
12412 Building Inspection Expense									
12412 524500	Building Inspection R&M Off Eq	\$ 26	\$ 69	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0.0%
12412 530000	Bldg Inspect Prof & Tech Svcs	\$ 5,400	\$ 6,400	\$ 13,340	\$ 20,000	\$ 33,000	\$ 20,000	\$ -	0.0%
12412 531300	Bldg Joint Inspection Program	\$ 78,729	\$ 82,000	\$ 83,894	\$ 90,000	\$ 91,000	\$ 91,000	\$ 1,000	1.1%
12412 532000	Bldg Insp Tuition	\$ 930	\$ 100	\$ -	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
12412 534100	Telephone Bldg Insp	\$ 1,880	\$ 1,920	\$ 1,920	\$ 1,920	\$ 1,920	\$ 1,920	\$ -	0.0%
12412 534600	Bldg Insp Printing & Mailing	\$ 486	\$ 298	\$ 500	\$ 650	\$ 700	\$ 700	\$ 50	7.7%
12412 542100	Building Inspection Office Sup	\$ 750	\$ 750	\$ 750	\$ 750	\$ 800	\$ 800	\$ 50	6.7%
12412 552900	Books and Periodicals	\$ -	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ -	0.0%
12412 571000	Bldg Insp In State Travel Exp	\$ 461	\$ 411	\$ 596	\$ 1,070	\$ 1,070	\$ 1,070	\$ -	0.0%
12412 573000	Bldg Insp Dues and Membership	\$ 450	\$ 590	\$ 450	\$ 800	\$ 800	\$ 800	\$ -	0.0%
TOTAL	Building Inspection Expe	\$ 89,111	\$ 92,887	\$ 101,799	\$ 117,940	\$ 132,040	\$ 119,040	\$ 1,100	0.9%

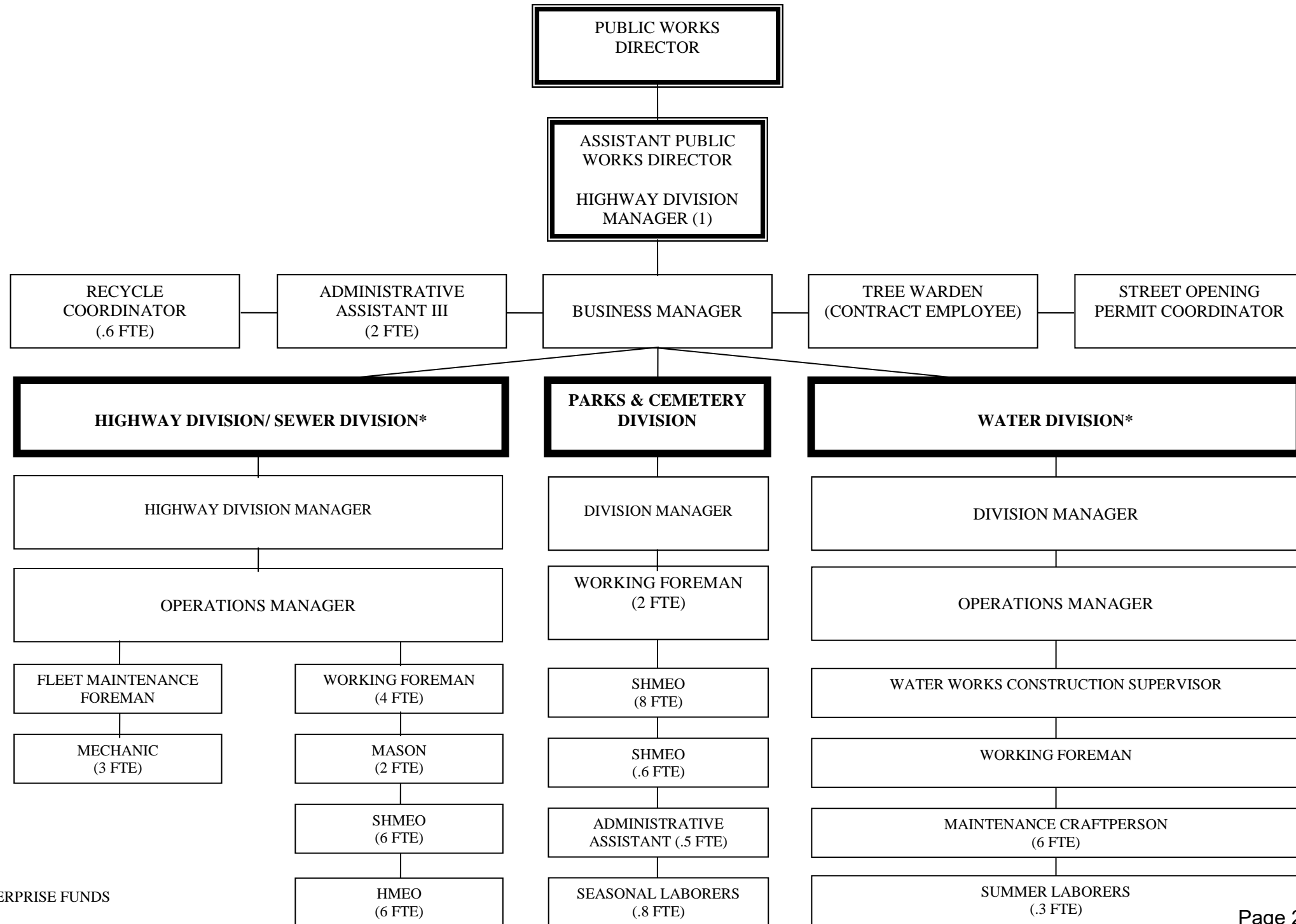
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
14111 Engineering Services Salary									
14111 511000	Engineering Services FT Salary	\$ 68,134	\$ 52,160	\$ 74,352	\$ 81,578	\$ 168,210	\$ 83,210	\$ 1,632	2.0%
14111 511100	Engineering Services PT Salary	\$ 23,739	\$ 20,735	\$ 19,610	\$ 25,000	\$ 25,500	\$ 25,500	\$ 500	2.0%
14111 513000	Engineering Services OT Salary	\$ 3,329	\$ 2,609	\$ 3,262	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%
14111 517000	Engineering Svcs Health Ins	\$ 16,285	\$ 16,285	\$ 5,775	\$ 5,775	\$ -	\$ -	\$ (5,775)	-100.0%
14111 517800	Engineering Services Medicare	\$ 1,394	\$ 1,489	\$ 1,455	\$ 1,541	\$ -	\$ -	\$ (1,541)	-100.0%
14111 519900	Engineering Svcs Uniform Allow	\$ 675	\$ 675	\$ 500	\$ 675	\$ 675	\$ 675	\$ -	0.0%
TOTAL	Engineering Services Sal	\$ 113,557	\$ 93,952	\$ 104,954	\$ 119,569	\$ 199,385	\$ 114,385	\$ (5,184)	-4.3%
14112 Engineering Services Expense									
14112 524303	Rock Meadow Maintenance	\$ -	\$ 6,775	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
14112 524500	Engineering Svcs R&M Office Eq	\$ -	\$ -	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	0.0%
14112 532000	Eng Svcs Tuition	\$ -	\$ -	\$ -	\$ 600	\$ 600	\$ 600	\$ -	0.0%
14112 534100	Telephone	\$ -	\$ 480	\$ 480	\$ 480	\$ 480	\$ 480	\$ -	0.0%
14112 534600	Printing and Mailing	\$ -	\$ 400	\$ 61	\$ 400	\$ 400	\$ 400	\$ -	0.0%
14112 542900	Engineering & Drafting Sup	\$ 135	\$ 186	\$ 300	\$ 300	\$ 300	\$ 300	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
14112 571000	Eng Svcs In State Travel Exp	\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ 2,000	\$ 1,850	1233.3%
14112 573000	Engineering Svcs Dues and Memk	\$ -	\$ -	\$ -	\$ 60	\$ 60	\$ 60	\$ -	0.0%
TOTAL	Engineering Services Expense	\$ 135	\$ 7,841	\$ 8,040	\$ 9,190	\$ 9,190	\$ 11,040	\$ 1,850	20.1%
TOTAL SALARIES		\$ 769,796	\$ 789,662	\$ 919,312	\$ 991,546	\$ 978,567	\$ 893,567	\$ (97,978)	-9.9%
TOTAL EXPENSES		\$ 124,701	\$ 142,646	\$ 164,546	\$ 190,710	\$ 205,410	\$ 194,260	\$ 3,550	1.9%
		\$ 894,497	\$ 932,308	\$ 1,083,858	\$ 1,182,256	\$ 1,183,977	\$ 1,087,827	\$ (94,428)	-8.0%
GRAND TOTAL		\$ 894,497	\$ 932,308	\$ 1,083,858	\$ 1,182,256	\$ 1,183,977	\$ 1,087,827	\$ (94,428)	-8.0%
					\$ (1,134,200)			\$ (94,428)	

DEPARTMENT OF PUBLIC WORKS



* ENTERPRISE FUNDS



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OVERVIEW:

Budget Overview: Department of Public Works – General Fund:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
\$ 7,310,369.00	\$ 7,108,491.00	\$ 201,878.00	-2.8%	42.9

Submitted by: Jay Marcotte, Department of Public Works Director

Summary of Program Responsibilities:

Grand total of the General Fund portion of the Department of Public Works

Department of Public Works Administration

Budget Overview:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
\$354,711	309,247	\$45,464	-12.8172%	3

Summary of Program Responsibilities:

Provide Central Administration services for all Public Works functions to Town staff and the general public. This includes policy, planning, administration, budget, capital equipment and projects, contracts, personnel, coordinating customer service, allocating and coordinating resources.

FY19 Accomplishments:

- Prepared, awarded, implemented and administrative oversight of the new automated trash and recycling collection program. This is a five (5) year contract with Waste Management and it positions the Town to be in the most efficient collection system to date, saving time, money and resources in future contracts.
- Coordinated the design, construction and oversight of the newly renovated Pequossette Playground. This construction also enhanced the drainage challenges at the site and used the towns existing stormwater infrastructure to remedy the known flooding at the playground
- Coordinated the design, construction and oversight of the removal and replacement of four (4) new Tennis Courts at the Grove Street Playground.



Department of Public Works – Street Maintenance – Snow & Ice

Budget Overview:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
\$761,465	\$769,734	\$8,269	1.08593%	

Summary of Program Responsibilities: Street Maintenance:

All public and private roads and Town-owned parking lots are cleared and treated during snow and ice conditions.

FY19 Accomplishments:

- Plan, procure, organized directed and administered private contractors for snow and ice operations.

Department of Public Works – Street Maintenance – Street Lighting

Budget Overview:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
\$331,070	\$331,070	0	0	

Summary of Program Responsibilities: Street Maintenance:

Funding for all public street lighting

Department of Public Works – Central Fleet Maintenance

Budget Overview:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
\$621,775	\$552,579	\$69,196	-11.1288%	4

Summary of Program Responsibilities:

Provide maintenance and repair of about 166 vehicles and 350 small pieces of Town-owned equipment

FY19 Accomplishments:

- 3 year average of over 1,000 maintenance/repairs completed



Department of Public Works – Forestry

Budget Overview:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
\$322,053	\$329,809	\$7,756	2.4083%	1

Summary of Program Responsibilities:

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

FY19 Accomplishments:

- Planted 125 shade trees in select location throughout town.
- Plan, procured, organized, directed and administered private contractor for tree and limb maintenance and removal including emergencies and snow events.

Department of Public Works – Solid Waste Collection and Disposal

Budget Overview:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
3,011,436	3,107,151	\$95,715	3.17838%	1.6

Summary of Program Responsibilities:

Program provides trash collection and disposal recycling collection and processing and yard waste collection and commercial composting by contract to serve ~10,000 residential households and public buildings. Also supported is the transfer station site on Concord Avenue (the former Incinerator site). Also supported is the Household Hazardous Waste Events that the Town has partnered in a regional program that offers monthly drop-off events for residents to dispose of their household hazardous materials in a safe and economic manner.

FY19 Accomplishments:

- Planned, procured, organized directed and administered a 5 year contract with Waste Management.
- Implemented Automated trash and Automated single stream recycling, along with new bulky, Christmas tree and yard waste collection.
- Implemented and enforced new bag ban in town.

Department of Public Works – Cemetery Maintenance

Budget Overview:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
\$510,830	\$453,701	\$57,129	-11.1836%	5.7



Summary of Program Responsibilities:

The Administration of the Belmont Cemetery is governed by the obligations created by M.G.L Chapter 114. Responsibilities include cleaning, mowing, maintenance, repair and improvement of two (2) cemeteries totaling 24 acres. In addition, staff provides a wide variety of services including selling grave lots, meeting grieving families' needs, coordinating with funeral homes, internments and providing information for the general public.

Department of Public Works – Parks & Facilities Maintenance

Budget Overview:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
\$573,944	\$553,167	\$20,777	-3.62004%	5.3

Summary of Program Responsibilities:

Parks provides for the cleaning, mowing, maintenance, repair and improvement of the resources for the school athletics and the recreational enjoyment for ~62 acres of athletic fields, parks, playgrounds, tennis courts, basketball courts including the maintenance and operation of the skating rink and the outdoor pool.

Department of Public Works – Delta and Grounds Maintenance

Budget Overview:

FY19 Budget	FY20 Budget	\$ Change	% Change	FY20 FTE
\$79,460	\$55,543	\$23,917	-30.0994%	1

Summary of Program Responsibilities:

Responsible for the cleaning, planting mowing, and maintenance of 52 separate deltas, islands and public spaces totaling about ~53 acres.

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE <u>FY2019</u>	FY19 <u>SAL</u>	DEPT. REQ. <u>FY2020</u>	FY20 <u>SAL</u>	TAREC <u>FY2020</u>	FY20 <u>SAL</u>
<u>Public Works Administration</u>						
Director	1.0	\$ 143,965	1.0	\$ 146,788	1.0	\$ 146,788
Business Manager	1.0	\$ 83,097	1.0	\$ 85,606	1.0	\$ 85,606
Administrative Assistant IIII	1.0	\$ 51,863	1.0	\$ 56,188	1.0	\$ 56,188
Total	3.0	278,925.3	3.0	288,582.0	3.0	288,582.0
<u>Street Maintenance</u>						
Highway Division Manager	1.0	\$ 122,210	1.0	\$ 127,148	1.0	\$ 127,148
Operations Manager	1.0	\$ 87,587	1.0	\$ 98,543	1.0	\$ 98,543
Working Foreman	1.0	\$ 67,585	1.0	\$ 73,052	1.0	\$ 73,052
Street & Trench Coord & Insp	1.0	\$ 73,847	1.0	\$ 74,956	1.0	\$ 74,956
SHMEO/Laborer	1.0	\$ 53,333	1.0	\$ 50,363	1.0	\$ 50,363
SHMEO/Laborer	1.0	\$ 53,333	1.0	\$ 57,491	1.0	\$ 57,491
Total	6.0	457,894.3	6.0	\$ 481,553	6.0	\$ 481,553
<u>Central Fleet Maintenance HWY Facilities</u>						
Shop Foreman	1.0	\$ 79,486	1.0	\$ 89,803	1.0	\$ 89,803
Mechanic	1.0	\$ 61,292	1.0	\$ 59,411	1.0	\$ 59,411
Mechanic	1.0	\$ 66,277	1.0	\$ 68,356	1.0	\$ 68,356

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE <u>FY2019</u>	FY19 <u>SAL</u>	DEPT. REQ. <u>FY2020</u>	FY20 <u>SAL</u>	TAREC <u>FY2020</u>	FY20 <u>SAL</u>
Mechanic	1.0	\$ 66,277	1.0	\$ 70,186	1.0	\$ 70,186
Total	4.0	273,330.7	4.0	\$ 287,755	4.0	\$ 287,755
 <u>Forestry</u>						
SHMEO/Laborer	1.0	\$ 42,493	1.0	\$ 46,569	1.0	\$ 46,569
 <u>Collection and Disposal</u>						
Recycling Coordinator	0.6	\$ 41,965	0.6	\$ 43,660	0.6	\$ 43,660
SHMEO Laborer	1.0	\$ 42,493	1.0	\$ 46,508	1.0	\$ 46,508
Total	1.6	84,457.7	1.6	90,168.1	1.6	90,168.1
 <u>Cemetery</u>						
Manager	0.5	\$ 49,232	0.5	\$ 50,216	0.5	\$ 50,216
Administrative Assistant	0.5	\$ 15,467	0.5	\$ 19,308	0.5	\$ 19,308
Part Time On call	0.2	\$ 7,006	0.2	\$ 7,146	0.2	\$ 7,146
Part Time On call	0.2	\$ 10,869	0.2	\$ 11,087	0.2	\$ 11,087
Part Time On call	0.2	\$ 10,509	0.2	\$ 10,719	0.2	\$ 10,719
SHMEO/Laborer	1.0	\$ 53,323	1.0	\$ 57,169	1.0	\$ 57,169
SHMEO/Laborer	1.0	\$ 53,323	1.0	\$ 50,035	1.0	\$ 50,035

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE <u>FY2019</u>	FY19 <u>SAL</u>	DEPT. REQ. <u>FY2020</u>	FY20 <u>SAL</u>	TAREC <u>FY2020</u>	FY20 <u>SAL</u>
SHMEO/Laborer	1.0	\$ 53,323	1.0	\$ 50,166	1.0	\$ 50,166
Working Forman	1.0	\$ 70,126	1.0	\$ 75,001	1.0	\$ 75,001
Total	5.7	323,176.5	5.6	330,848.0	5.6	330,848.0
 <u>Parks</u>						
Manager	0.5	\$ 49,232	0.5	\$ 50,216	0.5	\$ 50,216
Working Foreman	1.0	\$ 67,585	1.0	\$ 73,551	1.0	\$ 73,551
SHMEO/Laborer	1.0	\$ 53,333	1.0	\$ 57,391	1.0	\$ 57,391
SHMEO/Laborer	1.0	\$ 47,812	1.0	\$ 51,853	1.0	\$ 51,853
SHMEO/Laborer	1.0	\$ 47,812	1.0	\$ 50,757	1.0	\$ 50,757
Seasonal Labrorers	0.8	\$ 53,333	0.8	\$ 28,320	0.8	\$ 28,320
Total	5.3	319,106.1	5.3	312,088.5	5.3	312,088.5

Vacant or changes to position

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
14211 Public Works Admin Salar									
14211 511000	Public Works Admin Salary	\$ 253,888	\$ 261,411	\$ 269,414	\$ 282,125	\$ 287,708	\$ 287,708	\$ 5,583	2.0%
14211 514001	PW Personal Day Paid	\$ 1,997	\$ 1,518	\$ 719	\$ 2,170	\$ 2,213	\$ 2,213	\$ 43	2.0%
14211 514400	PW Admin Meal Allowance	\$ 240	\$ 310	\$ 390	\$ 400	\$ 400	\$ 400	\$ -	0.0%
14211 514800	Public Works Admin Longevity	\$ 600	\$ 600	\$ 775	\$ 725	\$ 875	\$ 875	\$ 150	20.7%
14211 517000	Public Works Admin Health Ins	\$ 48,855	\$ 48,855	\$ 50,070	\$ 54,585	\$ -	\$ -	\$ (54,585)	-100.0%
14211 517800	Public Works Admin Medicare	\$ 3,736	\$ 3,873	\$ 3,946	\$ 4,086	\$ -	\$ -	\$ (4,086)	-100.0%
14211 519001	Working Out of Grade	\$ -	\$ 329	\$ 94	\$ 650	\$ 650	\$ -	\$ (650)	-100.0%
14211 519700	PW Admin Tuition Reimbursemer	\$ 1,300	\$ 505	\$ 324	\$ 1,620	\$ -	\$ -	\$ (1,620)	-100.0%
TOTAL	Public Works Admin Salar	\$ 310,616	\$ 317,402	\$ 325,732	\$ 346,361	\$ 291,846	\$ 291,196	\$ (55,165)	-15.9%
14212 519700	PW Admin Tuition Reimbursement					\$ 1,620	\$ 1,620	\$ 1,620	#DIV/0!
14212 530001	Public Wks Adm - Medical Rep	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ -	0.0%
14212 531700	PW Prof Serv Employee Training	\$ 1,446	\$ 1,527	\$ 1,595	\$ 1,595	\$ 1,595	\$ 1,595	\$ -	0.0%
14212 531900	PW Admin Prof Serv Advertising	\$ 1,006	\$ 584	\$ 1,185	\$ 1,185	\$ 1,185	\$ 1,185	\$ -	0.0%
14212 542100	PW Admin Office Supplies Exp	\$ 2,880	\$ 2,940	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>	
14212 553100	PW Admin Public Works Supplies	\$ 2,465	\$ 2,508	\$ 2,565	\$ 2,565	\$ 2,565	\$ 2,565	\$ -	0.0%	
14212 571000	PW Admin In State Travel Exp	\$ 1,900	\$ 1,264	\$ 1,900	\$ 1,900	\$ 1,900	\$ 2,900	\$ 1,000	52.6%	
14212 573000	PW Admin Dues and Memb Exp	\$ 729	\$ 770	\$ 733	\$ 785	\$ 785	\$ 785	\$ -	0.0%	
TOTAL	Public Works Admin Expen	\$ 10,946	\$ 10,113	\$ 11,498	\$ 11,550	\$ 13,170	\$ 14,170	\$ 2,620	22.7%	
14221 Street Maintenance Salary										
14221 511000	Street Maintenance FT Salary	\$ 328,525	\$ 355,635	\$ 390,120	\$ 404,562	\$ 420,420	\$ 468,663	\$ 64,101	15.8%	
14221 513000	Street Maintenance OT Salary	\$ 86,135	\$ 98,109	\$ 126,494	\$ 81,400	\$ 83,028	\$ 83,028	\$ 1,628	2.0%	
14221 514000	Street On Call Pay	\$ 11,691	\$ 11,434	\$ 12,570	\$ 12,010	\$ 12,250	\$ 12,250	\$ 240	2.0%	
14221 514800	Street Maintenance Longevity	\$ 1,550	\$ 1,550	\$ 1,925	\$ 2,025	\$ 2,475	\$ 2,475	\$ 450	22.2%	
14221 515200	Street Availability Stipend	\$ 2,886	\$ 2,613	\$ 2,535	\$ 3,380	\$ 3,380	\$ 3,380	\$ -	0.0%	
14221 515500	Streets - CDL Stipend	\$ 2,400	\$ 1,605	\$ 2,600	\$ 2,600	\$ 2,600	\$ 3,900	\$ 1,300	50.0%	
14221 517000	Street Maintenance Health Ins	\$ 54,865	\$ 54,865	\$ 39,540	\$ 43,105	\$ -	\$ -	\$ (43,105)	-100.0%	
14221 517800	Street Maintenance Medicare	\$ 6,683	\$ 7,067	\$ 7,309	\$ 7,474	\$ -	\$ -	\$ (7,474)	-100.0%	
14221 519001	Street Out of Grade	\$ 7,126	\$ 6,291	\$ 4,573	\$ 7,140	\$ 7,283	\$ 7,283	\$ 143	2.0%	
14221 519900	Streets - Uniform Allowance	\$ 2,315	\$ 2,315	\$ 1,495	\$ 2,315	\$ 2,315	\$ 3,135	\$ 820	35.4%	

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
TOTAL	Street Maintenance Salar	\$ 504,177	\$ 541,484	\$ 589,160	\$ 566,011	\$ 533,751	\$ 584,114	\$ 18,103	3.2%
	14222 Street Maintenance Expense								
14222 524500	Streets-Rep & Maint Radios	\$ 2,952	\$ 3,530	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0.0%
14222 525100	Streets - Road Maintenance	\$ 82,203	\$ 70,669	\$ 70,485	\$ 72,510	\$ 72,510	\$ 72,510	\$ -	0.0%
14222 529700	Street Soil Removal & Disp	\$ 9,940	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
14222 531600	Street Maint - Pol Details	\$ -	\$ 1,994	\$ 399	\$ 5,240	\$ 5,345	\$ 5,345	\$ 105	2.0%
14222 534100	Telephone	\$ -	\$ -	\$ 960	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
14222 550000	Streets Medical Supplies	\$ 675	\$ 743	\$ 765	\$ 765	\$ 765	\$ 765	\$ -	0.0%
14222 553100	Street Maintenance PW Supp Exp	\$ 11,548	\$ 10,420	\$ 16,070	\$ 12,260	\$ 12,260	\$ 16,710	\$ 4,450	36.3%
14222 553300	StreetMaint PW Signs and Lines	\$ 47,573	\$ 50,334	\$ 51,758	\$ 54,090	\$ 56,795	\$ 56,795	\$ 2,705	5.0%
14222 553400	StreetMaint PW Sidewalk Repair	\$ 34,672	\$ 12,209	\$ 19,315	\$ 18,150	\$ 18,150	\$ 18,150	\$ -	0.0%
TOTAL	Street Maintenance Expen	\$ 189,563	\$ 149,898	\$ 173,352	\$ 177,615	\$ 180,425	\$ 184,875	\$ 7,260	4.1%
	14231 Snow & Ice Salary								
14231 513000	Snow Removal - Overtime	\$ 155,265	\$ 260,651	\$ 287,856	\$ 115,190	\$ 117,494	\$ 117,494	\$ 2,304	2.0%
14231 514000	Snow On Call OT	\$ 13,148	\$ 12,479	\$ 13,480	\$ 11,720	\$ 11,955	\$ 11,955	\$ 235	2.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Snow & Ice Salary	\$ 168,413	\$ 273,130	\$ 301,336	\$ 126,910	\$ 129,449	\$ 129,449	\$ 2,539	2.0%
	14232 Snow & Ice Expense								
14232 524400	Snow R&M Vehicle	\$ 32,173	\$ 78,973	\$ 68,546	\$ 46,310	\$ 46,310	\$ 46,310	\$ -	0.0%
14232 529100	Snow Snow Removal Contractors	\$ 101,078	\$ 372,858	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
14232 529101	Snow Removal Contractor	\$ -	\$ -	\$ 480,937	\$ 180,100	\$ 185,505	\$ 180,100	\$ -	0.0%
14232 531600	Snow & Ice - Police Details	\$ -	\$ -	\$ 3,459	\$ 16,145	\$ 16,470	\$ 16,470	\$ 325	2.0%
14232 553100	Snow PW Supp Exp - sand & salt	\$ 306,867	\$ 330,446	\$ 323,445	\$ 392,000	\$ 392,000	\$ 392,000	\$ -	0.0%
TOTAL	Snow & Ice Expense	\$ 440,119	\$ 782,276	\$ 876,388	\$ 634,555	\$ 640,285	\$ 634,880	\$ 325	0.1%
	14242 Street Lighting Expense								
14242 522500	Street Lighting Expense	\$ 286,945	\$ 237,628	\$ 338,618	\$ 331,070	\$ 331,070	\$ 331,070	\$ -	0.0%
TOTAL	Street Lighting Expense	\$ 286,945	\$ 237,628	\$ 338,618	\$ 331,070	\$ 331,070	\$ 331,070	\$ -	0.0%
	14251 Central Fleet Maint Salary								

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
14251 511000	CF Maintenance FT Salary	\$ 230,562	\$ 229,900	\$ 240,410	\$ 270,011	\$ 275,565	\$ 275,565	\$ 5,554	2.1%
14251 514800	CF Maintenance Longevity	\$ 1,750	\$ 1,450	\$ 1,975	\$ 2,225	\$ 1,575	\$ 1,575	\$ (650)	-29.2%
14251 515200	CF Maint Availability Stipend	\$ 3,081	\$ 2,873	\$ 3,120	\$ 3,380	\$ 3,380	\$ 3,380	\$ -	0.0%
14251 515500	Fleet Maint CDL Stipend	\$ 3,810	\$ 3,910	\$ 3,900	\$ 3,900	\$ 3,900	\$ 3,900	\$ -	0.0%
14251 517000	CF Maintenance Health Ins	\$ 65,140	\$ 65,140	\$ 65,720	\$ 71,640	\$ -	\$ -	\$ (71,640)	-100.0%
14251 517800	CF Maintenance Medicare	\$ 4,004	\$ 4,022	\$ 3,992	\$ 4,164	\$ -	\$ -	\$ (4,164)	-100.0%
14251 519001	CFM Working Out of Grade Sal	\$ 1,053	\$ 1,409	\$ 1,155	\$ 1,430	\$ 1,430	\$ 1,430	\$ -	0.0%
14251 519900	Fleet Maint Uniform Allowance	\$ 2,947	\$ 2,375	\$ 2,630	\$ 2,630	\$ 3,135	\$ 3,135	\$ 505	19.2%
14251 519901	Tool Allowance for Mechanics	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ -	0.0%
TOTAL	Central Fleet Maint Sala	\$ 312,947	\$ 311,680	\$ 323,503	\$ 359,980	\$ 289,585	\$ 289,585	\$ (70,395)	-19.6%
14252 Central Fleet Maint Expense									
14252 524400	CF Repair & Maintenance	\$ 22,440	\$ 9,553	\$ 9,655	\$ 12,100	\$ 12,100	\$ 12,100	\$ -	0.0%
14252 548000	CF Maintenance Veh Supp Exp	\$ 54,417	\$ 53,132	\$ 56,479	\$ 59,020	\$ 59,020	\$ 59,020	\$ -	0.0%
14252 548700	CF Maint Supp Oil & Lube	\$ 8,484	\$ 7,798	\$ 8,871	\$ 9,565	\$ 9,565	\$ 9,565	\$ -	0.0%
14252 548800	CF Maint Supp Tires and Tubes	\$ 9,790	\$ 11,218	\$ 9,577	\$ 11,255	\$ 11,255	\$ 11,255	\$ -	0.0%
14252 548900	CF Maint Unleaded Fuel	\$ 45,009	\$ 54,957	\$ 70,121	\$ 66,010	\$ 66,010	\$ 66,010	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.	
14252 553100	CFM Public Works Supplies Exp	\$ 44,210	\$ 45,171	\$ 46,444	\$ 48,635	\$ 48,635	\$ 48,635	\$ -	0.0%	
14252 558200	CFM - Other Supplies-Uniforms	\$ 3,975	\$ 4,019	\$ 4,556	\$ 4,825	\$ 4,825	\$ 4,825	\$ -	0.0%	
TOTAL	Central Fleet Maint Expe	\$ 188,324	\$ 185,849	\$ 205,703	\$ 211,410	\$ 211,410	\$ 211,410	\$ -	0.0%	
14253 Central Fleet Maint Capital										
14253 587200	CFM Capital Outlay Other	\$ 14,831	\$ 70,979	\$ 37,509	\$ 47,385	\$ 47,385	\$ 47,385	\$ -	0.0%	
TOTAL	Central Fleet Maint Capi	\$ 14,831	\$ 70,979	\$ 37,509	\$ 47,385	\$ 47,385	\$ 47,385	\$ -	0.0%	
14261 Forestry Salary										
14261 511000	Forestry Full Time Salary	\$ 40,216	\$ 34,801	\$ 25,497	\$ 43,493	\$ 44,449	\$ 44,449	\$ 956	2.2%	
14261 515500	Forestry CDL Stipend	\$ 1,310	\$ 505	\$ 175	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%	
14261 517000	Forestry Health Insurance	\$ 6,010	\$ 6,010	\$ 6,010	\$ 6,295	\$ -	\$ -	\$ (6,295)	-100.0%	
14261 517800	Forestry Medicare	\$ 616	\$ 650	\$ 616	\$ 647	\$ -	\$ -	\$ (647)	-100.0%	
14261 519900	Forestry Uniform Allowance	\$ 820	\$ 820	\$ -	\$ 820	\$ 820	\$ 820	\$ -	0.0%	
TOTAL	Forestry Salary	\$ 48,972	\$ 42,786	\$ 32,298	\$ 52,555	\$ 46,569	\$ 46,569	\$ (5,986)	-11.4%	

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
14262 Forestry Expense									
14262 530000	Forestry Prof and Tech Svcs	\$ 12,154	\$ 13,000	\$ 18,680	\$ 14,070	\$ 14,070	\$ 14,070	\$ -	0.0%
14262 530002	Forestry Contractors Labor	\$ 235,890	\$ 239,605	\$ 242,905	\$ 222,205	\$ 233,315	\$ 233,315	\$ 11,110	5.0%
14262 530003	Forestry Tree Warden	\$ 25,725	\$ 26,234	\$ 26,759	\$ 27,568	\$ 28,395	\$ 28,395	\$ 827	3.0%
14262 531600	Forestry Prof Serv Police Det	\$ 2,912	\$ 1,670	\$ 1,827	\$ 6,330	\$ 6,460	\$ 6,460	\$ 130	2.1%
14262 571000	Forestry In State Travel Exp	\$ -	\$ 190	\$ 268	\$ 195	\$ 195	\$ 195	\$ -	0.0%
14262 573000	Forestry Dues and Memb Exp	\$ 85	\$ 125	\$ 125	\$ 130	\$ 130	\$ 130	\$ -	0.0%
TOTAL	Forestry Expense	\$ 276,766	\$ 280,823	\$ 290,564	\$ 270,498	\$ 282,565	\$ 282,565	\$ 12,067	4.5%
14331 Collection & Disposal Salary									
14331 511000	Collect & Disposal FT Salary	\$ 46,621	\$ 46,645	\$ 43,452	\$ 43,493	\$ 44,388	\$ 44,388	\$ 895	2.1%
14331 511100	SW Coord Part Time Salaries	\$ 25,870	\$ 40,203	\$ 41,142	\$ 42,965	\$ 43,660	\$ 43,660	\$ 695	1.6%
14331 513000	Collect & Disposal OT Salary	\$ 492	\$ 1,694	\$ 2,729	\$ 3,900	\$ 3,978	\$ 7,518	\$ 3,618	92.8%
14331 513001	Collect & Disposal Leaf Coll O	\$ 2,383	\$ 2,326	\$ 2,746	\$ 3,540	\$ 3,540	\$ -	\$ (3,540)	-100.0%
14331 514800	Collect & Disposal Longevity	\$ 300	\$ 300	\$ 367	\$ 300	\$ -	\$ -	\$ (300)	-100.0%
14331 515500	Coll & Disp - CDL stipend	\$ 1,310	\$ 1,305	\$ 675	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
14331 517000	Collect & Disposal Health Ins	\$ 6,010	\$ 6,010	\$ 6,160	\$ 6,295	\$ -	\$ -	\$ (6,295)	-100.0%
14331 517800	Collection & Disposal Medicare	\$ 1,106	\$ 1,291	\$ 1,419	\$ 1,363	\$ -	\$ -	\$ (1,363)	-100.0%
14331 519900	Coll & Disp -Uniform Allowance	\$ 820	\$ 820	\$ 1,025	\$ 820	\$ 820	\$ 820	\$ -	0.0%
TOTAL	Collection & Disposal Sa	\$ 84,913	\$ 100,594	\$ 99,715	\$ 103,976	\$ 97,686	\$ 97,686	\$ (6,290)	-6.0%
14332 Collection & Disposal Expense									
14332 529000	Transfer Station Site Maint	\$ 20,080	\$ 20,881	\$ -	\$ 22,235	\$ 22,235	\$ 22,235	\$ -	0.0%
14332 529100	Trash Collection & Disposal	\$ 970,675	\$ 1,068,273	\$ 1,108,479	\$ 1,079,710	\$ 1,151,532	\$ 1,151,532	\$ 71,822	6.7%
14332 529400	Collection & Disp Recycling	\$ 376,285	\$ 404,664	\$ 416,805	\$ 741,850	\$ 741,940	\$ 741,940	\$ 90	0.0%
14332 529402	Outside Processing -Recycle	\$ -	\$ -	\$ 25,062	\$ 105,000	\$ 118,560	\$ 118,560	\$ 13,560	12.9%
14332 529403	Trash Overflow Bags	\$ -	\$ -	\$ 32,000	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	#DIV/0!
14332 529500	Solid Waste Collect & Disposal	\$ 420,933	\$ 464,633	\$ 488,841	\$ 576,640	\$ 591,090	\$ 591,090	\$ 14,450	2.5%
14332 529600	C&D Leaf and Yard Waste Exp	\$ 317,532	\$ 341,856	\$ 352,110	\$ 347,355	\$ 343,522	\$ 343,522	\$ (3,833)	-1.1%
14332 534100	Telephone	\$ -	\$ -	\$ 960	\$ 1,050	\$ 1,050	\$ 1,050	\$ -	0.0%
14332 545900	Recycling Bins	\$ -	\$ 3,775	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
14332 545901	Hazardous Waste	\$ -	\$ 5,575	\$ 10,579	\$ 12,730	\$ 12,730	\$ 12,730	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
14332 553100	C&D Public Works Supplies	\$ 14,103	\$ 55,881	\$ 16,463	\$ 22,890	\$ 22,890	\$ 22,890	\$ -	0.0%
TOTAL	Collection & Disposal Ex	\$ 2,119,608	\$ 2,365,539	\$ 2,451,298	\$ 2,909,460	\$ 3,008,049	\$ 3,008,049	\$ 98,589	3.4%
14911 Cemetery Salary									
14911 511000	Cemetery Full Time Salary	\$ 271,752	\$ 259,051	\$ 254,090	\$ 279,355	\$ 272,408	\$ 272,408	\$ (6,947)	-2.5%
14911 511100	Cemetery Part Time Salary	\$ 43,821	\$ 41,506	\$ 44,178	\$ 47,352	\$ 48,260	\$ 48,260	\$ 908	1.9%
14911 513000	Cemetery Overtime Salary	\$ 12,102	\$ 13,843	\$ 11,828	\$ 19,090	\$ 19,472	\$ 19,472	\$ 382	2.0%
14911 514001	Cemetery Personal Day Paid	\$ -	\$ -	\$ -	\$ 1,275	\$ 1,275	\$ 1,275	\$ -	0.0%
14911 514800	Cemetery Longevity	\$ 1,575	\$ 1,450	\$ 1,888	\$ 2,050	\$ 1,700	\$ 1,700	\$ (350)	-17.1%
14911 515500	Cemetery CDL Stipend	\$ 5,165	\$ 5,220	\$ 4,375	\$ 5,200	\$ 5,200	\$ 5,200	\$ -	0.0%
14911 517000	Cemetery Health Insurance	\$ 32,570	\$ 48,855	\$ 50,070	\$ 54,585	\$ -	\$ -	\$ (54,585)	-100.0%
14911 517800	Cemetery Medicare	\$ 4,944	\$ 5,078	\$ 5,104	\$ 5,183	\$ -	\$ -	\$ (5,183)	-100.0%
14911 519001	Cemetery Working Out of Grade	\$ 3,760	\$ 2,019	\$ 1,793	\$ 3,330	\$ 3,330	\$ -	\$ (3,330)	-100.0%
14911 519700	Cemetery Tuition Reimbursemen	\$ -	\$ -	\$ -	\$ 750	\$ -	\$ -	\$ (750)	-100.0%
14911 519900	Cemetery - Uniform Allowance	\$ 3,417	\$ 3,280	\$ 3,622	\$ 3,280	\$ 3,280	\$ 3,280	\$ -	0.0%
TOTAL	Cemetery Salary	\$ 379,107	\$ 380,302	\$ 376,948	\$ 421,450	\$ 354,925	\$ 351,595	\$ (69,855)	-16.6%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
14912 Cemetery Expense									
14912 519700	Cemetery Tuition Reimbursemen	\$ -	\$ -	\$ -	\$ 750	\$ 750	\$ 750	\$ -	0.0%
14912 522900	Cemetery Electricity	\$ -	\$ 671	\$ 491	\$ -	\$ -	\$ -	\$ -	#DIV/0!
14912 523100	Cemetery Water	\$ 807	\$ 2,084	\$ 1,989	\$ 2,125	\$ 2,125	\$ 2,125	\$ -	0.0%
14912 524500	Cemetery R&M Office Equipment	\$ 4,706	\$ 1,288	\$ 3,143	\$ 4,560	\$ 4,560	\$ 4,560	\$ -	0.0%
14912 529700	Cemetery Soil Removal & Disp	\$ -	\$ -	\$ 6,860	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
14912 534200	Cemetery Communicat Serv	\$ 3,467	\$ 3,802	\$ 3,523	\$ 4,985	\$ 4,985	\$ 4,985	\$ -	0.0%
14912 542100	Cemetery Office Supplies Exp	\$ 947	\$ 882	\$ 1,101	\$ 1,155	\$ 1,155	\$ 1,155	\$ -	0.0%
14912 543000	Cemetery Bldg Maint Supplies	\$ 523	\$ 604	\$ 490	\$ 1,030	\$ 1,030	\$ 1,030	\$ -	0.0%
14912 546000	Cem Groundskeeping Supp-GM	\$ 18,152	\$ 25,430	\$ 22,931	\$ 21,035	\$ 21,035	\$ 21,035	\$ -	0.0%
14912 546001	Cem Groundskeeping Supp-HM	\$ 10,018	\$ 15,203	\$ 13,767	\$ 14,620	\$ 14,620	\$ 14,620	\$ -	0.0%
14912 548000	Cemetery Vehicle Supplies Exp	\$ 13,871	\$ 8,036	\$ 7,883	\$ 8,530	\$ 8,530	\$ 8,530	\$ -	0.0%
14912 548900	Cemetery Unleaded Fuel	\$ 2,865	\$ 2,204	\$ 2,382	\$ 3,470	\$ 3,470	\$ 3,470	\$ -	0.0%
14912 548901	Cemetery Diesel Fuel	\$ 1,857	\$ 1,463	\$ 1,467	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
14912 558200	Cemetery Uniform Supp Exp	\$ -	\$ -	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0.0%
14912 573000	Cemetery Dues and Memb Exp	\$ -	\$ -	\$ -	\$ 90	\$ 90	\$ 90	\$ -	0.0%
14912 573100	Cemetery Licenses & Certif	\$ 610	\$ 320	\$ 354	\$ 375	\$ 375	\$ 375	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Cemetery Expense	\$ 57,823	\$ 61,987	\$ 66,382	\$ 74,675	\$ 75,425	\$ 75,425	\$ 750	1.0%
	14913 Cemetery-Capital								
14913 587000	Cemetery Replace Equipment	\$ 16,544	\$ 7,770	\$ 15,794	\$ 18,205	\$ 18,205	\$ 18,205	\$ -	0.0%
TOTAL	Cemetery-Capital	\$ 16,544	\$ 7,770	\$ 15,794	\$ 18,205	\$ 18,205	\$ 18,205	\$ -	0.0%
	16501 Parks Salary								
16501 511000	Parks Full Time Salary	\$ 257,091	\$ 253,647	\$ 239,853	\$ 267,773	\$ 273,988	\$ 273,988	\$ 6,215	2.3%
16501 511100	Parks Part Time Salary	\$ 28,401	\$ 22,876	\$ 22,056	\$ 28,320	\$ 28,320	\$ 28,320	\$ -	0.0%
16501 513000	Parks Overtime Salary	\$ 5,881	\$ 1,802	\$ 737	\$ 9,460	\$ 9,649	\$ 9,649	\$ 189	2.0%
16501 513002	Parks Scheduled OT	\$ 32,588	\$ 40,891	\$ 43,957	\$ 51,705	\$ 52,739	\$ 52,739	\$ 1,034	2.0%
16501 514001	Parks -Personal Day Paid	\$ -	\$ 1,223	\$ 2,802	\$ 2,005	\$ 2,005	\$ 2,005	\$ -	0.0%
16501 514800	Parks & Fac Longevity	\$ 1,150	\$ 1,696	\$ 850	\$ 1,050	\$ 1,300	\$ 1,300	\$ 250	23.8%
16501 515500	Parks CDL Stipend	\$ 4,230	\$ 5,290	\$ 4,200	\$ 5,200	\$ 5,200	\$ 5,200	\$ -	0.0%
16501 517000	Parks Health Insurance	\$ 71,150	\$ 71,150	\$ 72,920	\$ 31,205	\$ -	\$ -	\$ (31,205)	-100.0%
16501 517800	Parks Medicare	\$ 5,276	\$ 5,409	\$ 5,493	\$ 5,366	\$ -	\$ -	\$ (5,366)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16501 519001	Park & Fac Working out Grade	\$ 4,983	\$ 1,211	\$ 1,156	\$ 3,250	\$ 3,250	\$ -	\$ (3,250)	-100.0%
16501 519700	Tuition Reimbursement	\$ -	\$ 690	\$ 164	\$ 750	\$ -	\$ -	\$ (750)	-100.0%
16501 519900	Parks Uniform Allowance	\$ 3,280	\$ 4,305	\$ 2,938	\$ 3,280	\$ 3,280	\$ 3,280	\$ -	0.0%
TOTAL	Parks Salary	\$ 414,030	\$ 410,189	\$ 397,127	\$ 409,364	\$ 379,731	\$ 376,481	\$ (32,883)	-8.0%
16502 Parks Expense									
16502 519700	Tuition Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ 750	\$ 750	#DIV/0!
16502 522900	Parks Electricity Expense	\$ 10,214	\$ 10,026	\$ 9,775	\$ 14,945	\$ 15,545	\$ 15,545	\$ 600	4.0%
16502 523100	Parks Water Expense	\$ 14,005	\$ 284	\$ 8,359	\$ 6,740	\$ 6,740	\$ 6,740	\$ -	0.0%
16502 524300	Parks R&M Bldgs and Grounds	\$ 5,289	\$ 1,553	\$ 1,073	\$ 1,360	\$ 1,360	\$ 1,360	\$ -	0.0%
16502 524301	Repair& Maint Contractual Sers	\$ 28,310	\$ 44,517	\$ 20,997	\$ 37,925	\$ 37,925	\$ 37,925	\$ -	0.0%
16502 524302	Repair & Maint Synthetic	\$ 4,395	\$ 500	\$ 9,779	\$ 8,180	\$ 8,180	\$ 8,180	\$ -	0.0%
16502 524400	Parks R&M Vehicles	\$ 25,378	\$ 24,849	\$ 24,009	\$ 25,315	\$ 25,315	\$ 25,315	\$ -	0.0%
16502 530000	Harris Park - Service Contract	\$ 408	\$ 3,625	\$ -	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	0.0%
16502 534100	Parks Telephone Expense	\$ 2,629	\$ 2,098	\$ 2,801	\$ 4,605	\$ 4,605	\$ 4,605	\$ -	0.0%
16502 542100	Parks Office Supplies Expense	\$ 1,499	\$ 449	\$ 396	\$ 390	\$ 390	\$ 390	\$ -	0.0%
16502 543100	Chain Link Fencing	\$ 9,990	\$ 3,500	\$ 4,820	\$ 10,335	\$ 10,335	\$ 10,335	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>	
16502 546000	Parks & Fac-Groundskeeping Sup	\$ 18,307	\$ 15,989	\$ 24,586	\$ 26,960	\$ 26,960	\$ 26,960	\$ -	0.0%	
16502 548900	Parks Unleaded Fuel	\$ 7,232	\$ 5,125	\$ 6,155	\$ 9,035	\$ 9,035	\$ 9,035	\$ -	0.0%	
TOTAL	Parks Expense	\$ 127,655	\$ 112,516	\$ 112,749	\$ 152,290	\$ 153,640	\$ 153,640	\$ 1,350	0.9%	
16503 Parks & Fac Capital Exp										
16503 585000	Parks & Fac-Add'l Equip	\$ 12,281	\$ 4,932	\$ 9,062	\$ 14,290	\$ 14,290	\$ 14,290	\$ -	0.0%	
TOTAL	Parks & Fac Capital Exp	\$ 12,281	\$ 4,932	\$ 9,062	\$ 14,290	\$ 14,290	\$ 14,290	\$ -	0.0%	
16511 Deltas Salary										
16511 511000	Deltas Full Time Salary	\$ 50,636	\$ 50,663	\$ 46,254	\$ 47,000	\$ 48,243	\$ -	\$ (47,000)	-100.0%	
16511 514800	Deltas Longevity	\$ 300	\$ 350	\$ 450	\$ 550	\$ -	\$ -	\$ (550)	-100.0%	
16511 515500	Deltas CDL Stipend	\$ 1,310	\$ 1,305	\$ 1,150	\$ 1,300	\$ 1,300	\$ -	\$ (1,300)	-100.0%	
16511 517000	Deltas Health Insurance	\$ 6,010	\$ 16,285	\$ 16,690	\$ 18,195	\$ -	\$ -	\$ (18,195)	-100.0%	
16511 517800	Deltas Medicare	\$ 770	\$ 785	\$ 779	\$ 812	\$ -	\$ -	\$ (812)	-100.0%	
16511 519900	Delta Uniform Allowance	\$ 820	\$ 820	\$ 820	\$ 820	\$ 820	\$ -	\$ (820)	-100.0%	

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Deltas Salary	\$ 59,846	\$ 70,208	\$ 66,143	\$ 68,677	\$ 50,363	\$ -	\$ (68,677)	-100.0%
	16512 Deltas Expense								
16512 553100	Deltas Public Works Supplies	\$ 4,319	\$ 4,257	\$ 4,450	\$ 4,450	\$ 4,450	\$ -	\$ (4,450)	-100.0%
TOTAL	Deltas Expense	\$ 4,319	\$ 4,257	\$ 4,450	\$ 4,450	\$ 4,450	\$ -	\$ (4,450)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

	<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ADJ. BUDGET</u>	<u>FY2020 DEPT. REQ.</u>	<u>FY2020 TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL SALARIES	\$ 2,283,021	\$ 2,447,774	\$ 2,511,960	\$ 2,455,284	\$ 2,173,905	\$ 2,166,675	\$ (288,609)	-11.8%
TOTAL EXPENSES	\$ 3,702,068	\$ 4,190,885	\$ 4,531,002	\$ 4,777,573	\$ 4,900,489	\$ 4,896,084	\$ 118,511	2.5%
TOTAL OVERLAY	\$ 43,656	\$ 83,682	\$ 62,364	\$ 79,880	\$ 79,880	\$ 79,880	\$ -	0.0%
	\$ 6,028,745	\$ 6,722,341	\$ 7,105,326	\$ 7,312,737	\$ 7,154,274	\$ 7,142,639	\$ (170,098)	-2.3%
GRAND TOTAL	\$ 6,028,745	\$ 6,722,341	\$ 7,105,326	\$ 7,312,737	\$ 7,154,274	\$ 7,142,639	\$ (170,098)	-2.3%
							\$ (170,098)	

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

<u>Position Classification</u>	<u>FTE</u> <u>FY2014</u>	<u>FTE</u> <u>FY2015</u>	<u>FTE</u> <u>FY2016</u>	<u>FTE</u> <u>FY2017</u>	<u>FTE</u> <u>FY2018</u>	<u>FTE</u> <u>FY2019</u>	<u>FY19</u> <u>SAL</u>	<u>DEPT. REQ.</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>	<u>TAREC</u> <u>FY2020</u>	<u>FY20</u> <u>SAL</u>
Water Administration											
Division Manager	1.0	1.0	1.0	1.0	1.0	1.0	\$ 109,883	1.0	\$ 107,120	1.0	\$ -
Administrative Assistant III	1.0	1.0	1.0	1.0	1.0	1.0	\$ 45,809	1.0	\$ 49,384	1.0	\$ -
Total	2.0	2.0	2.0	2.0	2.0	2.0	155,692.2	2.0	156,503.7	2.0	
Water Maintenance											
Operations Manager	1.0	1.0	1.0	1.0	1.0	1.0	\$ 91,090	1.0	\$ 84,401	1.0	\$ -
Waterworks Construction Supervisor	1.0	1.0	1.0	1.0	1.0	1.0	\$ 81,076	1.0	\$ 89,903	1.0	\$ -
Maintenance Craftsperson	1.0	1.0	1.0	1.0	1.0	1.0	\$ 53,599	1.0	\$ 57,491	1.0	\$ -
Maintenance Craftsperson	1.0	1.0	1.0	1.0	1.0	1.0	\$ 53,599	1.0	\$ 57,491	1.0	\$ -
Maintenance Craftsperson	1.0	1.0	1.0	1.0	1.0	1.0	\$ 53,599	1.0	\$ 57,169	1.0	\$ -
Maintenance Craftsperson	1.0	1.0	1.0	1.0	1.0	1.0	\$ 53,599	1.0	\$ 57,891	1.0	\$ -
Maintenance Craftsperson	1.0	1.0	1.0	1.0	1.0	1.0	\$ 47,812	1.0	\$ 56,968	1.0	\$ -
Maintenance Craftsperson	1.0	1.0	1.0	1.0	1.0	1.0	\$ 47,812	1.0	\$ 52,267	1.0	\$ -
Working Foreman	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,476	1.0	\$ 75,056	1.0	\$ -
Maintenance Craftsperson	1.0	1.0	1.0	1.0	1.0	1.0	\$ 51,407	1.0	\$ 48,718	1.0	\$ -
Seasonal Help	0.3	0.3	0.3	0.3	0.3	0.3	\$ 15,455	0.3	\$ 15,455	0.3	\$ -
Total	10.3	10.3	10.3	10.3	10.3	10.3	619,525.3	10	652,810	10	

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE <u>FY2014</u>	FTE <u>FY2015</u>	FTE <u>FY2016</u>	FTE <u>FY2017</u>	FTE <u>FY2018</u>	FTE <u>FY2019</u>	FY19 <u>SAL</u>	DEPT. REQ. <u>FY2020</u>	FY20 <u>SAL</u>	TAREC <u>FY2020</u>	FY20 <u>SAL</u>
Sewer											
SHMEO/Laborer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 53,333	1.0	\$ 57,119	1.0	\$ 57,119
SHMEO/Laborer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 49,569	1.0	\$ 55,155	1.0	\$ 55,155
Working Foreman	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,476	1.0	\$ 67,250	1.0	\$ 67,250
Working Foreman	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,476	1.0	\$ 75,056	1.0	\$ 75,056
Mason	1.0	1.0	1.0	1.0	1.0	1.0	\$ 57,825	1.0	\$ 61,802	1.0	\$ 61,802
Mason	1.0	1.0	1.0	1.0	1.0	1.0	\$ 51,595	1.0	\$ 56,118	1.0	\$ 56,118
HMEO/Laborer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 44,060	1.0	\$ 48,623	1.0	\$ 48,623
HMEO/Laborer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 44,060	1.0	\$ 44,988	1.0	\$ 44,988
Total	8.0	8.0	8.0	8.0	8.0	8.0	441,393.1	8.0	\$ 466,111	8.0	\$ 466,111
Stromwater											
Working Foreman	1.0	1.0	1.0	1.0	1.0	1.0	\$ 70,476	1.0	\$ 74,706	1.0	\$ 74,706
HMEO/Laborer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 45,652	1.0	\$ 46,600	1.0	\$ 46,600
HMEO/Laborer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 44,060	1.0	\$ 48,342	1.0	\$ 48,342
SHMEO/Laborer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 47,812	1.0	\$ 52,164	1.0	\$ 52,164
Total	4.0	4.0	4.0	4.0	4.0	4.0	208,000.2	4	221,811	4	221,811

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOM</u>		
6504 Water Transfers									
6504 585200	Equipment and Wiring	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	\$ (20,000.00)	-100%
6504 595201	Transf to OPEB Trust	\$ 8,068.00	\$ 6,874.00	\$ 7,694.00	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00	\$ -	0%
6504 596100	Transfers Out - Town Support	\$ 163,000.00	\$ 166,000.00	\$ 170,150.00	\$ 173,553.00	\$ 519,000.00	\$ 519,000.00	\$ 345,447.00	199%
6504 596300	Transfers to Water Projects	\$ 503,000.00	\$ 860,000.00	\$ 1,385,200.00	\$ 1,058,589.00	\$ 206,820.00	\$ 206,820.00	\$ (851,769.00)	-80%
TOTAL	Water Transfers	\$ 674,068.00	\$ 1,032,874.00	\$ 1,563,044.00	\$ 1,289,142.00	\$ 762,820.00	\$ 762,820.00	\$ (526,322.00)	-41%
6504102 Retirement of MWRA Debt Wat/Se									
6504102 591005	MWRA Ret of Debt	\$ 556,357.00	\$ 656,357.00	\$ 656,357.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Retirement of MWRA Debt	\$ 556,357.00	\$ 656,357.00	\$ 656,357.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6504501 Water Admin Personnel Expense									
6504501 511000	Full Time Water Admin	\$ 150,877.13	\$ 152,459.65	\$ 158,637.42	\$ 155,695.00	\$ 170,336.00	\$ 170,336.00	\$ 14,641.00	9%
6504501 511001	Full Time Salaries Systemwide	\$ -	\$ -	\$ -	\$ 800.00	\$ -	\$ -	\$ (800.00)	-100%
6504501 514001	Personal Day Paid in lieu time	\$ 773.30	\$ 747.83	\$ 3,031.09	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6504501 514800	Longevity Water Admin	\$ 650.00	\$ 650.00	\$ 725.00	\$ -	\$ 825.00	\$ 825.00	\$ 825.00	#DIV/0!
6504501 517000	Health Ins Water	\$ 16,285.00	\$ 16,285.00	\$ 16,690.00	\$ 18,195.00	\$ 19,651.00	\$ 19,651.00	\$ 1,456.00	8%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6504501 517200	Workers Comp Water	\$ -	\$ -	\$ -	\$ 795.00	\$ 914.00	\$ 914.00	\$ 119.00	15%
6504501 517800	Medicare Water	\$ 2,140.00	\$ 2,266.00	\$ 2,340.00	\$ 2,258.00	\$ 2,269.00	\$ 2,269.00	\$ 11.00	0%
6504501 518000	Retirement Water	\$ 35,375.00	\$ 37,843.00	\$ 44,015.00	\$ 43,020.00	\$ 86,098.00	\$ 86,098.00	\$ 43,078.00	100%
TOTAL	Water Admin Personnel Ex	\$ 206,100.43	\$ 210,251.48	\$ 225,438.51	\$ 220,763.00	\$ 280,093.00	\$ 280,093.00	\$ 59,330.00	27%
6504502 Water Admin Exp									
6504502 522800	Gas Utility Water	\$ 7,515.81	\$ 9,326.43	\$ 10,339.99	\$ 11,575.00	\$ 11,575.00	\$ 11,575.00	\$ -	0%
6504502 522900	Electricity Water	\$ 7,924.42	\$ 8,158.89	\$ 6,986.35	\$ 8,409.00	\$ 8,745.00	\$ 8,745.00	\$ 336.00	4%
6504502 524300	Maint Bldg Water	\$ 4,307.25	\$ 1,306.55	\$ 7,274.86	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -	0%
6504502 524301	Repair Contractual Services	\$ -	\$ 1,526.00	\$ 615.00	\$ 1,640.00	\$ 1,640.00	\$ 1,640.00	\$ -	0%
6504502 524500	Maint Office Equip Water	\$ 532.61	\$ -	\$ 87.19	\$ 1,030.00	\$ 1,030.00	\$ 1,030.00	\$ -	0%
6504502 524502	Wat Munis Tyler Tech Maint	\$ 11,758.00	\$ 19,080.00	\$ 19,462.63	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 5,000.00	33%
6504502 530000	Water Admin-ProfServ	\$ 2,851.25	\$ 2,191.10	\$ 2,181.25	\$ 4,120.00	\$ 4,120.00	\$ 4,120.00	\$ -	0%
6504502 530700	Laboratory Services Water	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0%
6504502 530800	Meter Reading Services Water	\$ 93,580.51	\$ 105,779.87	\$ 106,398.33	\$ 118,146.00	\$ 153,686.00	\$ 153,686.00	\$ 35,540.00	30%
6504502 531900	Advertising Water	\$ 203.26	\$ -	\$ 624.71	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0%
6504502 534100	Tel & Communications Water	\$ 3,492.00	\$ 4,647.41	\$ 3,799.04	\$ 3,207.00	\$ 3,207.00	\$ 3,207.00	\$ -	0%
6504502 534500	Postage Water	\$ -	\$ 26.46	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	0%

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		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOM</u>		
6504502 534700	Printing Water	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0%
6504502 538500	Reserve Fund Water	\$ 29,088.22	\$ 44,444.73	\$ 95,718.38	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00	\$ -	0%
6504502 542100	Office Supplies Water	\$ 2,851.34	\$ 2,824.78	\$ 3,253.82	\$ 3,040.00	\$ 3,040.00	\$ 3,040.00	\$ -	0%
6504502 542200	Computer Supplies Water	\$ 603.00	\$ 1,773.93	\$ 1,879.70	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -	0%
6504502 545000	Custodial Supplies Water	\$ 947.72	\$ 1,174.35	\$ 283.98	\$ 685.00	\$ 685.00	\$ 685.00	\$ -	0%
6504502 552900	Books & Periodicals Water	\$ 485.00	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	0%
6504502 558900	Medical Reports Water	\$ 610.00	\$ 100.00	\$ 600.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	0%
6504502 569500	Safe Drinking Water Assessment	\$ 6,771.27	\$ 6,518.14	\$ 6,925.20	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -	0%
6504502 571000	Travel Reimbursement Water	\$ 1,650.08	\$ 1,571.69	\$ 2,194.90	\$ 1,470.00	\$ 1,470.00	\$ 1,470.00	\$ -	0%
6504502 573000	Assoc Dues/Conferences	\$ 4,166.64	\$ 3,528.24	\$ 2,965.88	\$ 5,150.00	\$ 5,150.00	\$ 5,150.00	\$ -	0%
6504502 573400	Street Opening Permits	\$ 4,200.00	\$ 4,050.00	\$ 2,900.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ -	0%
TOTAL	Water Admin Exp	\$ 183,644.38	\$ 218,028.57	\$ 274,491.21	\$ 254,272.00	\$ 295,148.00	\$ 295,148.00	\$ 40,876.00	16%
6504503	Water Admin Exp								
6504503 585200	Billing Software Upgrade	\$ -	\$ 38,149.05	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	#DIV/0!
65550743 589500	Vehicle Replacement	\$ -			\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Water Admin Exp	\$ -	\$ 38,149.05	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	#DIV/0!
6504511	Water Maint Personnel Exp								

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOM</u>		
6504511 511000	Water Maint Full Time Salaries	\$ 569,988.71	\$ 561,401.31	\$ 563,941.92	\$ 605,560.00	\$ 609,793.00	\$ 609,793.00	\$ 4,233.00	1%
6504511 511100	Water Maint Part Time Salaries	\$ 18,668.05	\$ 8,864.00	\$ 9,612.00	\$ 15,455.00	\$ 15,455.00	\$ 15,455.00	\$ -	0%
6504511 513000	OT Water	\$ 116,038.95	\$ 111,779.01	\$ 136,569.31	\$ 161,505.00	\$ 164,735.00	\$ 164,735.00	\$ 3,230.00	2%
6504511 514000	On Call Pay	\$ 36,748.39	\$ 36,462.08	\$ 35,224.45	\$ 57,325.00	\$ 45,000.00	\$ 45,000.00	\$ (12,325.00)	-22%
6504511 514400	Meal Allowance Water	\$ 220.00	\$ 150.00	\$ 190.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	0%
6504511 514800	Longevity Water	\$ 3,550.00	\$ 3,250.00	\$ 4,268.75	\$ 4,500.00	\$ 5,875.00	\$ 5,875.00	\$ 1,375.00	31%
6504511 515200	Water Maint Availability Stipe	\$ 6,357.00	\$ 6,331.00	\$ 4,550.00	\$ 6,760.00	\$ 6,760.00	\$ 6,760.00	\$ -	0%
6504511 515500	Water Maint CDL Stipend	\$ 10,085.00	\$ 9,610.00	\$ 10,200.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00	\$ -	0%
6504511 517000	Health Ins Water	\$ 119,020.00	\$ 105,465.00	\$ 91,400.00	\$ 92,925.00	\$ 100,359.00	\$ 100,359.00	\$ 7,434.00	8%
6504511 517101	Health Insurance Retirees	\$ 76,900.00	\$ 81,497.00	\$ 93,740.00	\$ 59,617.00	\$ 64,386.00	\$ 64,386.00	\$ 4,769.00	8%
6504511 517200	Workers Comp Water	\$ 1,900.50	\$ 2,313.70	\$ 2,056.00	\$ 20,665.00	\$ 23,765.00	\$ 23,765.00	\$ 3,100.00	15%
6504511 517800	Medicare Water	\$ 9,082.00	\$ 9,228.00	\$ 9,270.00	\$ 9,435.00	\$ 12,792.00	\$ 12,792.00	\$ 3,357.00	36%
6504511 518000	Retirement Water	\$ 171,905.00	\$ 183,979.00	\$ 213,972.00	\$ 233,725.00	\$ 350,961.00	\$ 350,961.00	\$ 117,236.00	50%
6504511 519001	Working Out of Grade	\$ 1,271.06	\$ 1,268.73	\$ 8,849.57	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	0%
6504511 519900	Clothing Allowance - Water	\$ 7,910.00	\$ 7,363.33	\$ 8,456.80	\$ 7,910.00	\$ 7,910.00	\$ 7,910.00	\$ -	0%
TOTAL	Water Maint Personnel Ex 6504512 Water Maint Expenses	\$ 1,149,644.66	\$ 1,128,962.16	\$ 1,192,300.80	\$ 1,288,582.00	\$ 1,420,991.00	\$ 1,420,991.00	\$ 132,409.00	10%

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		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOM</u>		
6504512 524100	Water Maint-Backflow Prev	\$ -	\$ 778.05	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	0%
6504512 524400	Maint Vehicles Water	\$ 24,368.03	\$ 32,120.12	\$ 15,881.67	\$ 14,385.00	\$ 20,000.00	\$ 20,000.00	\$ 5,615.00	39%
6504512 524500	Maint Equip Water	\$ 1,134.52	\$ 569.77	\$ 1,702.30	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ -	0%
6504512 529700	Soil Removal	\$ -	\$ 7,200.00	\$ 4,582.50	\$ 11,000.00	\$ 20,000.00	\$ 20,000.00	\$ 9,000.00	82%
6504512 530007	Leak Detection MWRA	\$ 13,775.00	\$ 13,775.00	\$ 13,775.00	\$ 15,700.00	\$ 16,015.00	\$ 16,015.00	\$ 315.00	2%
6504512 530900	Contract Patching Water	\$ 46,208.00	\$ 73,006.00	\$ 69,602.20	\$ 84,000.00	\$ 86,520.00	\$ 86,520.00	\$ 2,520.00	3%
6504512 531600	Police Detail Water	\$ 7,069.19	\$ 10,305.65	\$ 5,293.36	\$ 4,000.00	\$ 4,080.00	\$ 4,080.00	\$ 80.00	2%
6504512 531700	Employee Training	\$ 2,055.00	\$ 2,095.00	\$ 3,302.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	0%
6504512 534800	GIS Maintenance Prof-Scvs	\$ 7,750.00	\$ 16,439.96	\$ 9,750.00	\$ 20,000.00	\$ 20,400.00	\$ 20,400.00	\$ 400.00	2%
6504512 548900	Water Unleaded Fuel	\$ 3,267.71	\$ 1,612.66	\$ 2,762.41	\$ 5,565.00	\$ 5,565.00	\$ 5,565.00	\$ -	0%
6504512 548901	Water Diesel Fuel	\$ 8,701.79	\$ 5,567.09	\$ 9,285.92	\$ 13,650.00	\$ 13,650.00	\$ 13,650.00	\$ -	0%
6504512 549000	Medical Supplies Water	\$ 127.26	\$ 32.66	\$ 230.99	\$ 400.00	\$ 400.00	\$ 400.00	\$ -	0%
6504512 553100	Public Works Supplies Water	\$ 26,530.89	\$ 34,139.11	\$ 37,500.48	\$ 33,275.00	\$ 33,940.00	\$ 33,940.00	\$ 665.00	2%
6504512 553400	Sidewalk Repair Water	\$ -	\$ -	\$ 11,613.60	\$ 3,000.00	\$ 3,060.00	\$ 3,060.00	\$ 60.00	2%
6504512 553500	Water Meters	\$ 29,365.67	\$ 128,562.27	\$ 101,002.38	\$ 22,950.00	\$ 22,950.00	\$ 22,950.00	\$ -	0%
6504512 553600	Water Repair Supplies	\$ 76,533.40	\$ 44,906.68	\$ 59,034.36	\$ 40,575.00	\$ 40,575.00	\$ 40,575.00	\$ -	0%
6504512 569400	MWRA Assessment Water	\$ 2,674,576.00	\$ 2,828,456.00	\$ 2,906,748.00	\$ 3,020,115.00	\$ 3,171,121.00	\$ 3,171,121.00	\$ 151,006.00	5%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 BUDGET	FY2020 DEPT. REQ.	FY2020 TA RECOM	\$ Change	% Change
6504512 573100	License Reimb Water	\$ 779.00	\$ 315.00	\$ 523.53	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0%
6504512 591003	Loan Repayment MWRA	\$ -	\$ -	\$ -	\$ 737,958.00	\$ 1,074,271.00	\$ 1,074,271.00	\$ 336,313.00	46%
TOTAL	Water Maint Expenses	\$ 2,927,682.41	\$ 3,199,881.02	\$ 3,252,590.70	\$ 4,033,273.00	\$ 4,539,247.00	\$ 4,539,247.00	\$ 505,974.00	13%
	6507102 Retirement of Debt								
6507102 591231	Water Main Project Princ FY34	\$ 44,602.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Retirement of Debt	\$ 44,602.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	6507512 Interest on Long term Debt								
6507512 558960	Origination Fee/Issuance Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6507512 591231	Water Main Project Int FY34	\$ 23,922.01	\$ 23,462.50	\$ 22,262.50	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6507512 591245	TM Water Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Interest on Long term De	\$ 23,922.01	\$ 23,462.50	\$ 22,262.50	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL EXPENSES	Water Enterprise	\$ 5,766,020.89	\$ 6,547,965.78	\$ 7,226,484.72	\$ 7,086,032.00	\$ 7,388,299.00	\$ 7,388,299.00	\$ 302,267.00	4%

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		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOM</u>		
6604 Sewer Enterprise Transfers									
6604 595202	Transf to OPEB Trust	\$ 7,335.00	\$ 5,843.00	\$ 6,540.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ -	0%
6604 596000	Sewer Ent Transfers Out	\$ 130,000.00	\$ 133,000.00	\$ 136,325.00	\$ 139,052.00	\$ 519,000.00	\$ 519,000.00	\$ 379,948.00	273%
6604 596300	Transfer to Capital Projects S	\$ 478,500.00	\$ 1,179,370.00	\$ 1,210,205.00	\$ 1,084,520.00	\$ 742,100.00	\$ 742,100.00	\$ (342,420.00)	-32%
TOTAL	Sewer Enterprise Transfe	\$ 615,835.00	\$ 1,318,213.00	\$ 1,353,070.00	\$ 1,265,572.00	\$ 1,303,100.00	\$ 1,303,100.00	\$ 37,528.00	3%
6604401 Sewer Personnel Expenses									
6604401 511000	Full Time Sewer	\$ 418,767.34	\$ 419,514.14	\$ 439,462.81	\$ 446,680.00	\$ 450,242.72	\$ 450,242.72	\$ 3,562.72	1%
6604401 513000	Overtime Sewer	\$ 59,325.61	\$ 71,423.66	\$ 66,650.06	\$ 75,455.00	\$ 76,964.00	\$ 76,964.00	\$ 1,509.00	2%
6604401 514000	Sewer CDL Stipend	\$ 11,365.50	\$ 12,232.51	\$ 11,242.71	\$ 14,875.00	\$ 15,173.00	\$ 15,173.00	\$ 298.00	2%
6604401 514001	Personal Day Paid in lieu time	\$ 894.90	\$ 1,049.62	\$ 1,224.34	\$ 1,225.00	\$ 1,225.00	\$ 1,225.00	\$ -	0%
6604401 514400	Meal Allow Sewer	\$ 20.00	\$ 20.00	\$ 80.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	0%
6604401 514800	Longevity Sewer	\$ 2,400.00	\$ 2,450.00	\$ 2,887.50	\$ 3,150.00	\$ 3,600.00	\$ 3,600.00	\$ 450.00	14%
6604401 515500	Sewer CDL Stipend	\$ 6,835.00	\$ 9,890.00	\$ 10,200.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00	\$ -	0%
6604401 515600	ASFME Trainer Stipend	\$ -	\$ -	\$ 1,019.19	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	0%
6604401 517000	Health Ins Sewer	\$ 103,720.00	\$ 103,720.00	\$ 132,915.00	\$ 122,600.00	\$ 132,408.00	\$ 132,408.00	\$ 9,808.00	8%
6604401 517101	Health Insurance Retirees	\$ 58,013.00	\$ 48,484.00	\$ 50,250.00	\$ 42,889.00	\$ 43,320.00	\$ 43,320.00	\$ 431.00	1%

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		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOM</u>		
6604401 517200	Workers Comp Sewer	\$ 1,900.50	\$ 2,313.71	\$ 2,056.00	\$ 23,050.00	\$ 24,894.00	\$ 24,894.00	\$ 1,844.00	8%
6604401 517800	Medicare Sewer	\$ 6,427.00	\$ 6,593.00	\$ 6,695.00	\$ 6,785.00	\$ 8,153.00	\$ 8,153.00	\$ 1,368.00	20%
6604401 517900	Life Ins Sewer	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	0%
6604401 518000	Retire Sewer	\$ 356,580.18	\$ 379,497.00	\$ 405,845.00	\$ 434,135.00	\$ 437,059.00	\$ 437,059.00	\$ 2,924.00	1%
6604401 519001	SanSewer Working out of Grade	\$ 2,120.95	\$ 1,942.13	\$ 2,615.88	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ -	0%
6604401 519003	Sewer Clothing Allowance	\$ 2,460.00	\$ -	\$ 410.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6604401 519900	Clothing Allowance	\$ 4,100.00	\$ 7,128.84	\$ 5,535.00	\$ 6,560.00	\$ 6,560.00	\$ 6,560.00	\$ -	0%
TOTAL	Sewer Personnel Expenses	\$ 1,034,929.98	\$ 1,066,258.61	\$ 1,139,088.49	\$ 1,190,804.00	\$ 1,212,998.72	\$ 1,212,998.72	\$ 22,194.72	2%
6604402 Sewer Oper Expenses									
6604402 522900	Electricity Sewer	\$ 2,320.20	\$ 2,880.94	\$ 2,865.11	\$ 6,195.00	\$ 6,445.00	\$ 6,445.00	\$ 250.00	4%
6604402 524500	R & M Munis-Tyler Tech	\$ 11,758.00	\$ 19,080.00	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6604402 524502	Wat Munis Tyler Tech Maint	\$ -	\$ -	\$ 19,462.62	\$ 19,080.00	\$ 20,000.00	\$ 20,000.00	\$ 920.00	5%
6604402 527300	Rental of Equip Sewer	\$ 39,342.98	\$ 30,944.69	\$ 50,440.98	\$ 43,760.00	\$ 45,075.00	\$ 45,075.00	\$ 1,315.00	3%
6604402 529700	Sewer Soil Removal & Disp	\$ -	\$ -	\$ 9,975.52	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	\$ 10,000.00	100%
6604402 530000	Sewer Admin-ProfServ	\$ -	\$ 1,800.00	\$ 4,375.00	\$ 4,506.00	\$ 4,640.00	\$ 4,640.00	\$ 134.00	3%
6604402 530800	Meter Read Billing Serv Sewer	\$ 80,000.00	\$ 100,141.37	\$ 106,398.33	\$ 118,146.00	\$ 102,457.00	\$ 102,457.00	\$ (15,689.00)	-13%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6604402 530801	Sewer Billing Service&Upgrade	\$ -	\$ 38,149.05	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	#DIV/0!
6604402 530900	Contract Patch Sewer	\$ 47,740.00	\$ 49,175.00	\$ 50,650.00	\$ 52,170.00	\$ 53,735.00	\$ 53,735.00	\$ 1,565.00	3%
6604402 531600	Police Details Sewer	\$ 3,754.27	\$ 3,005.06	\$ 6,992.32	\$ 7,473.00	\$ 7,620.00	\$ 7,620.00	\$ 147.00	2%
6604402 534100	Telephone Sewer	\$ 1,246.75	\$ 1,360.60	\$ 1,409.55	\$ 1,703.00	\$ 1,790.00	\$ 1,790.00	\$ 87.00	5%
6604402 534800	Prof Services - GIS Maint	\$ 7,750.00	\$ 15,350.00	\$ 9,750.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	0%
6604402 538200	Outside Labor Sewer	\$ 3,270.00	\$ 5,095.00	\$ 6,165.00	\$ 6,350.00	\$ 6,540.00	\$ 6,540.00	\$ 190.00	3%
6604402 553100	PW Supplies Sewer	\$ 64,995.00	\$ 66,234.04	\$ 67,503.24	\$ 78,571.00	\$ 80,930.00	\$ 80,930.00	\$ 2,359.00	3%
6604402 569400	MWRA Assessment Sewer	\$ 4,624,861.00	\$ 4,825,479.00	\$ 4,923,065.00	\$ 5,110,145.00	\$ 5,365,652.00	\$ 5,365,652.00	\$ 255,507.00	5%
6604402 573400	Street Opening Permits	\$ -	\$ 75.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	0%
6604402 578500	Sewer Reserve fund	\$ 63,036.75	\$ 78,868.53	\$ 81,355.00	\$ 83,796.00	\$ 86,310.00	\$ 86,310.00	\$ 2,514.00	3%
TOTAL	Sewer Oper Expenses	\$ 4,950,074.95	\$ 5,237,638.28	\$ 5,346,407.67	\$ 5,554,895.00	\$ 5,844,194.00	\$ 5,844,194.00	\$ 289,299.00	5%
6604441 Stormwater Personnel Exp									
6604441 511000	Full Time Stormwater	\$ 182,896.16	\$ 195,231.49	\$ 199,171.84	\$ 208,000.00	\$ 212,631.00	\$ 212,631.00	\$ 4,631.00	2%
6604441 514800	Longevity Stormwater	\$ 729.17	\$ 400.00	\$ 500.00	\$ 600.00	\$ 700.00	\$ 700.00	\$ 100.00	17%
6604441 515500	Stormwater CDL Stipend	\$ 3,820.00	\$ 3,840.00	\$ 4,150.00	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ -	0%
6604441 517000	Health Ins Stormwater	\$ 42,115.00	\$ 48,855.00	\$ 45,700.00	\$ 24,910.00	\$ 26,903.00	\$ 26,903.00	\$ 1,993.00	8%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6604441 517800	Medicare Stormwater	\$ 3,100.00	\$ 3,177.00	\$ 3,145.00	\$ 3,150.00	\$ 3,216.00	\$ 3,216.00	\$ 66.00	2%
6604441 519003	Stormwater Clothing Allowance	\$ 2,186.67	\$ 3,280.04	\$ 2,255.00	\$ 3,280.00	\$ 3,280.00	\$ 3,280.00	\$ -	0%
TOTAL	Stormwater Personnel Exp	\$ 234,847.00	\$ 254,783.53	\$ 254,921.84	\$ 245,140.00	\$ 251,930.00	\$ 251,930.00	\$ 6,790.00	3%
6604442 Stormwater Operating Expenses									
6604442 522900	Stormwater - Electricity	\$ 265.18	\$ 262.98	\$ 286.68	\$ 645.00	\$ 670.00	\$ 670.00	\$ 25.00	4%
6604442 527300	Equip Rental Stormwater	\$ 6,430.29	\$ 11,817.50	\$ 14,545.99	\$ 14,559.00	\$ 14,995.00	\$ 14,995.00	\$ 436.00	3%
6604442 529700	Stormwater Soil Rmvl & Disp	\$ -	\$ 8,000.00	\$ 9,913.53	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	0%
6604442 530002	ABC Stormwater Gauge Maint	\$ 8,000.00	\$ 8,000.00	\$ 8,029.43	\$ 8,665.00	\$ 8,665.00	\$ 8,665.00	\$ -	0%
6604442 530006	Storm Water Regulation	\$ 63,500.00	\$ 24,993.29	\$ 22,637.31	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ -	0%
6604442 530900	Contract Patch Stormwater	\$ 18,810.00	\$ 19,375.00	\$ 19,955.00	\$ 20,554.00	\$ 21,170.00	\$ 21,170.00	\$ 616.00	3%
6604442 538200	Outside Labor Stormwater	\$ 86,017.91	\$ 37,171.99	\$ 123,878.01	\$ 95,922.00	\$ 97,322.00	\$ 97,322.00	\$ 1,400.00	1%
6604442 553100	PW Supplies Stormwater	\$ 20,226.55	\$ 19,999.74	\$ 20,735.00	\$ 21,357.00	\$ 22,000.00	\$ 22,000.00	\$ 643.00	3%
6604442 573400	Street Opening Permits	\$ -	\$ -	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	0%
TOTAL	Stormwater Operating Exp	\$ 203,249.93	\$ 129,620.50	\$ 223,980.95	\$ 223,702.00	\$ 226,822.00	\$ 226,822.00	\$ 3,120.00	1%
6607102 Retirement of Debt									
6604443 587000	MWPAT Orig Fee FY31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

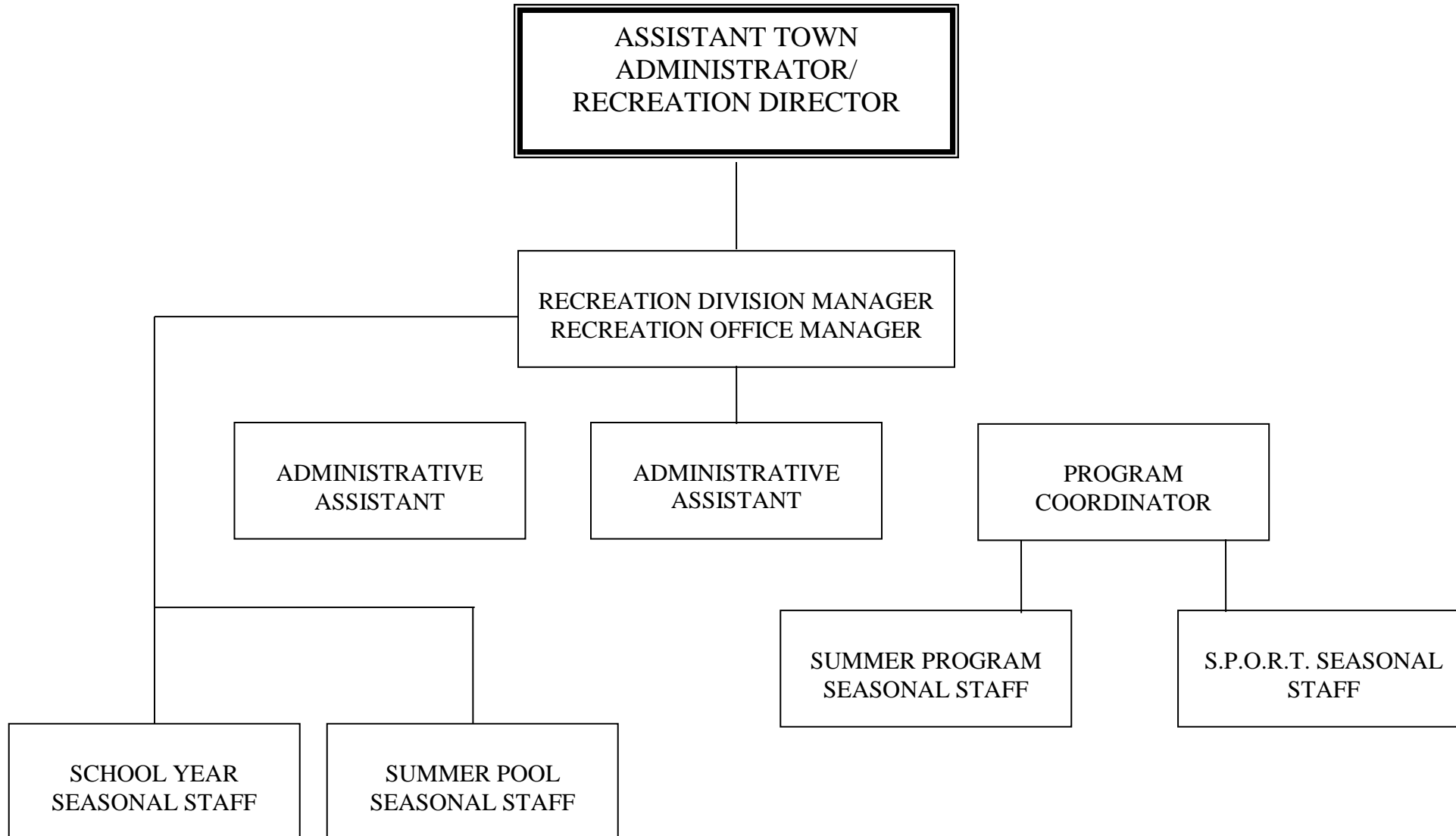
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Change</u>	<u>% Change</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOM</u>		
6607102 591208	Sewer MWRA	\$ 125,000.00	\$ 125,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607102 591221	Sewer Prin MWPAT to FY31	\$ 388,255.00	\$ 396,201.00	\$ 404,309.00	\$ 445,665.00	\$ 842,373.00	\$ 842,373.00	\$ 396,708.00	89%
6607102 591222	MWRA Sewer Db \$559k To FY17	\$ 111,881.11	\$ 111,881.11	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607102 591227	MCWT FY16	\$ 93,037.00	\$ 95,059.00	\$ 97,125.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607102 591238	FY15REFI-TO2027 SEWER DRAINS	\$ 15,000.00	\$ 9,850.00	\$ 135,000.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607102 591242	Sewer MWRA RL1697	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Retirement of Debt	\$ 783,173.11	\$ 737,991.11	\$ 636,434.00	\$ 445,665.00	\$ 842,373.00	\$ 842,373.00	\$ 396,708.00	89%
	6607512 Interest on Long-term Debt *								
6607512 558900	MWPAT Orig Fee FY31	\$ 27,065.44	\$ 13,610.87	\$ 12,867.90	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607512 591208	Sewer MWRA	\$ 12,500.00	\$ 6,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607512 591218	Sewer Debt to FY16	\$ -	\$ -	\$ -	\$ 97,171.00	\$ -	\$ -	\$ (97,171.00)	-100%
6607512 591221	Sewer Int MWPAT to FY31	\$ 145,183.61	\$ 137,339.05	\$ 129,333.95	\$ 303,931.00	\$ -	\$ -	\$ (303,931.00)	-100%
6607512 591227	New Debt - Interest	\$ 47,022.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607512 591238	FY15REFI-TO2027 SEWER DRAINS	\$ 30,947.58	\$ 35,722.50	\$ 35,427.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607512 591243	Clean Water 12-17	\$ -	\$ 44,139.26	\$ 42,238.08	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Interest on Long-term Debt *	\$ 262,718.85	\$ 237,061.68	\$ 219,866.93	\$ 401,102.00	\$ -	\$ -	\$ (401,102.00)	-100%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

	FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 BUDGET	FY2020 DEPT. REQ.	FY2020 TA RECOM	\$ Change	% Change
TOTAL EXPENSES Sewer Enterprise	\$ 8,084,828.82	\$ 8,981,566.71	\$ 9,173,769.88	\$ 9,326,880.00	\$ 9,681,417.72	\$ 9,681,417.72	\$ 354,537.72	4%
							\$ 354,537.72	
GRAND TOTAL	\$ 13,850,849.71	\$ 15,529,532.49	\$ 16,400,254.60	\$ 16,412,912.00	\$ 17,069,716.72	\$ 17,069,716.72	\$ 656,804.72	4%
							\$ 656,804.72	

RECREATION DEPARTMENT





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 712,108.00	\$ 665,803.00	\$ (46,305.00)	-6.5%	15.3
Total Expenses	\$ 333,291.00	\$ 409,338.00	\$ 76,047.00	22.8%	
Grand Total	\$ 1,045,399.00	\$ 1,075,141.00	\$ 29,742.00	2.8%	

Submitted by: Recreation Department Staff

Summary of Program Responsibilities:

- The Recreation Department enhances the lives of residents of all ages by offering a full range of safe, high quality recreational programs, activities and events.
- The Department permits and schedules facilities and fields throughout the year to provide recreational space and healthy activities for individuals and families in Town.
- The Department maintains a close working relationship with the Parks Division who are charged with the maintenance and care of facilities under the Recreation Department's control

The Recreation Department offers programs and activities in the following categories:

Aquatics

Levels beginner through competitive

Summer Programs for Children

Sports and activity programs that enrich children's lives, enhance their skills and provide a safe and nurturing environment all summer long

Skating Rink Programs

Lessons for all levels and ages. Advanced figure skating lessons and hockey opportunities for adults

Leisure and Life Skills

Yoga, TV Production, You Tube Production, Musical Theatre, cooking workshops, babysitter training including CPR and Ballroom dance.

Fitness Programs

Parkour, karate, Zumba, skiing, snowboarding, tubing flag football

Special Needs Programs

Socially enriching programs for children and adults with intellectual disabilities. Programs include many Special Olympic events, tournaments, field trips, leisure, and life skills programs including dance, self-defense, yoga, arts and crafts and more

Field Programs

Pickle ball, tee ball and entry level baseball programs, opportunities for groups or individuals to rent fields for family events or organized sports

Special Events

Several special events are held throughout the year, including outdoor movies, pool parties, parents night out, holiday themed dance parties and many more.



FY19 Accomplishments:

The Department provided programs that are diverse and engaging to any number of interests. Most programs are filling to capacity and others are well attended and growing.

In FY 19 the Department increased its visibility in the community by creating partnerships with local media outlets and increased visibility using multiple social media tools. We partnered with local businesses to provide new program opportunities. We plan to continue this as a source of growth for the Department. A re-designed program catalog drew a lot of interest in recreation programs.

The Recreation Department and Recreation Commission implemented a field use policy and a fair fee structure for rental of Town athletic fields and parks. We implemented an independent vendor contract to protect the Town and the vendors who work with us to provide programs and activities for residents.

We are collecting data by utilizing Recreation software for the second full fiscal year. This data will be invaluable to us to evaluate programs and activities to determine their viability.

We continue to implement stages of the Recreation Strategic Plan and have made much progress in this area.



Additional Information:

Over the next several fiscal years there are some real challenges facing the Recreation Department. Our biggest challenge has always been the lack of a home to house our programs. We have had a good relationship with the Belmont School Department and have been fortunate to have space allocated at all of the schools to host programs and events. With the 2-3 year construction ahead of us, we face not only the loss of the swimming pool for at least 2 seasons but we lose valuable space in the high school complex as well as on some of the fields at the BHS campus.

Our revenues will surely suffer with the inability to host aquatics programs during the school year and membership revenues will decrease due to the lack of a swimming pool and the Wenner Field House.

A building, modular space, any space, would be a boost to our current and upcoming situation.

Another challenge we face is the duplication of services offered by the School Department, the library, the Council on Aging and now a Youth Commission office. Merging some of these entities under the direction of the Recreation Dept. seems to be the best course of action for the upcoming fiscal years.

The possibility of a new skating rink is exciting for the community but it will decrease programming ability for the Department which will also decrease revenues.

The Department has a revolving fund which we inherited many years ago from the Youth Commission and we use that to run special events and field trips. That fund only allows us to spend \$5,000. Increasing that to \$15,000 would go a long in allowing us to offer new programs and special events.

I look forward to the addition of an experienced Recreation Director willing to take on these daunting tasks.

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE	FTE	FTE	FTE	FTE	FTE	FY19	DEPT. REQ.	FY20	TA RECOMM	FY20
	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>SAL</u>	<u>FY2020</u>	<u>SAL</u>	<u>FY2020</u>	<u>SAL</u>
Recreation Programs											
Director	1.0	1.0	1.0	1.0	1.0		\$ -	-	-	-	-
Office Manager	1.0	1.0	1.0	1.0	1.0	1.0	\$ 82,239	1.0	\$ 85,541	1.0	\$ 85,541
Program Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 63,872	1.0	\$ 68,018	1.0	\$ 68,018
Administrative Assistant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 44,203	1.0	\$ 48,603	1.0	\$ 48,603
Administrative Assistant	0.6	0.6	0.6	0.6	0.6	0.6	\$ 26,726	0.6	\$ 29,749	0.6	\$ 29,749
Seasonal Employees / Fall Winter Program	2.7	2.7	2.7	2.7	2.7	2.7	\$ 120,923	2.7	\$ 71,000	2.5	\$ 71,000
Seasonal Employees / Skating Rink	1.2	1.2	1.2	1.2	1.2	1.2	\$ 38,560	1.2	\$ 40,460	1.2	\$ 40,460
Seasonal Employees / Special Needs Program	0.6	0.6	0.6	0.6	0.6	0.6	\$ 23,093	0.6	\$ 17,500	0.4	\$ 17,500
Seasonal Employees / Spring Programs	0.1	0.1	0.1	0.1	0.1	0.1	\$ 2,000	0.1	\$ 2,000	0.1	\$ 2,000
Seasonal Employees / Summer Pool Programs	3.9	3.9	3.9	3.9	3.9	3.9	\$ 176,017	3.9	\$ 192,000	3.9	\$ 192,000
Seasonal Employees / Summer Sports Program	3.6	3.6	3.6	3.6	3.6	3.6	\$ 104,354	3.6	\$ 110,200	3.6	\$ 110,200
Total	16.6	16.6	16.6	16.6	16.6	15.6	681,987.0	15.7	\$ 665,071	15.3	\$ 665,071

Vacant or changes to position

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
16311 Recreation Admin Salary									
16311 511000	Recreation Admin FT Salary	\$ 64,769	\$ 66,437	\$ 80,627	\$ 82,239	\$ -	\$ -	\$ (82,239)	-100.0%
16311 514800	Recreation Admin Longevity	\$ 750	\$ 1,238	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16311 517000	Recreation Admin Health Ins	\$ 6,010	\$ 6,010	\$ 6,160	\$ 6,715	\$ -	\$ -	\$ (6,715)	-100.0%
16311 517800	Parks Admin - Medicare	\$ 908	\$ 976	\$ 1,169	\$ 1,192	\$ -	\$ -	\$ (1,192)	-100.0%
TOTAL	Recreation Admin Salary	\$ 72,437	\$ 74,661	\$ 87,956	\$ 90,146	\$ -	\$ -	\$ (90,146)	-100.0%
16312 Recreation Admin Expense									
16312 542100	Rec Admin Office Supp Exp	\$ 2,146	\$ 2,339	\$ 1,371	\$ 2,200	\$ -	\$ -	\$ (2,200)	-100.0%
16312 558900	Recreation Admin Other Expense	\$ 2,987	\$ 727	\$ 7,107	\$ 9,330	\$ -	\$ -	\$ (9,330)	-100.0%
TOTAL	Recreation Admin Expense	\$ 5,134	\$ 3,066	\$ 8,478	\$ 11,530	\$ -	\$ -	\$ (11,530)	-100.0%
16321 Recreation Programs Salary									
16321 511000	Recreation Programs FT Salary	\$ 40,486	\$ 54,610	\$ 102,445	\$ 108,075	\$ 202,162	\$ 202,162	\$ 94,087	87.1%
16321 511100	Recreation Part Time Salary	\$ -	\$ -	\$ 11,514	\$ 26,726	\$ 30,481	\$ 30,481	\$ 3,755	14.0%
16321 511101	Rec Prog Sport PT Salary	\$ 45,400	\$ 42,996	\$ 13,046	\$ 23,093	\$ 17,500	\$ 17,500	\$ (5,593)	-24.2%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
16321 511102	Rec Prog Spring PT Salary	\$ 710	\$ -	\$ 2,000	\$ 2,000	\$ 73,000	\$ 73,000	\$ 71,000	3550.0%
16321 511103	Rec Prog Summer PT Salary	\$ 133,975	\$ 184,748	\$ 149,476	\$ 176,017	\$ 192,000	\$ 192,000	\$ 15,983	9.1%
16321 511104	Rec Prog Fall/Winter PT Salary	\$ 118,656	\$ 113,914	\$ 100,082	\$ 120,923	\$ -	\$ -	\$ (120,923)	-100.0%
16321 511105	Rec Prog Skating Rink PT Sal	\$ 31,862	\$ 29,376	\$ 35,377	\$ 38,560	\$ 40,460	\$ 40,460	\$ 1,900	4.9%
16321 511106	Rec Prog Camp PT Salary	\$ 104,748	\$ 88,723	\$ 90,994	\$ 104,354	\$ 110,200	\$ 110,200	\$ 5,846	5.6%
16321 517000	Recreation Prog Health Ins	\$ 16,285	\$ 6,010	\$ 16,320	\$ 13,010	\$ -	\$ -	\$ (13,010)	-100.0%
16321 517800	Recreation Programs Medicare	\$ 7,293	\$ 7,541	\$ 8,911	\$ 8,704	\$ -	\$ -	\$ (8,704)	-100.0%
16321 519001	Working Out of Grade	\$ 181	\$ 307	\$ 312	\$ 500	\$ -	\$ -	\$ (500)	-100.0%
TOTAL	Recreation Programs Sala	\$ 499,597	\$ 528,226	\$ 530,477	\$ 621,962	\$ 665,803	\$ 665,803	\$ 43,841	7.0%
16322 Recreation Programs Expense									
16322 522700	Oil Used for Heat	\$ 4,566	\$ 3,787	\$ 5,033	\$ 8,080	\$ 9,000	\$ 9,000	\$ 920	11.4%
16322 522900	Electricity	\$ 52,716	\$ 60,995	\$ 53,925	\$ 82,398	\$ 85,686	\$ 85,686	\$ 3,288	4.0%
16322 523100	Recreation Water	\$ 16,552	\$ 22,471	\$ 24,701	\$ 26,000	\$ 27,000	\$ 27,000	\$ 1,000	3.8%
16322 529300	Recreation Prog Custodial Svc	\$ 36,516	\$ 36,617	\$ 36,086	\$ 34,291	\$ 36,500	\$ 36,500	\$ 2,209	6.4%
16322 530000	Professional and Tech Services	\$ 802	\$ 8,200	\$ 3,321	\$ 8,500	\$ 8,500	\$ 8,500	\$ -	0.0%

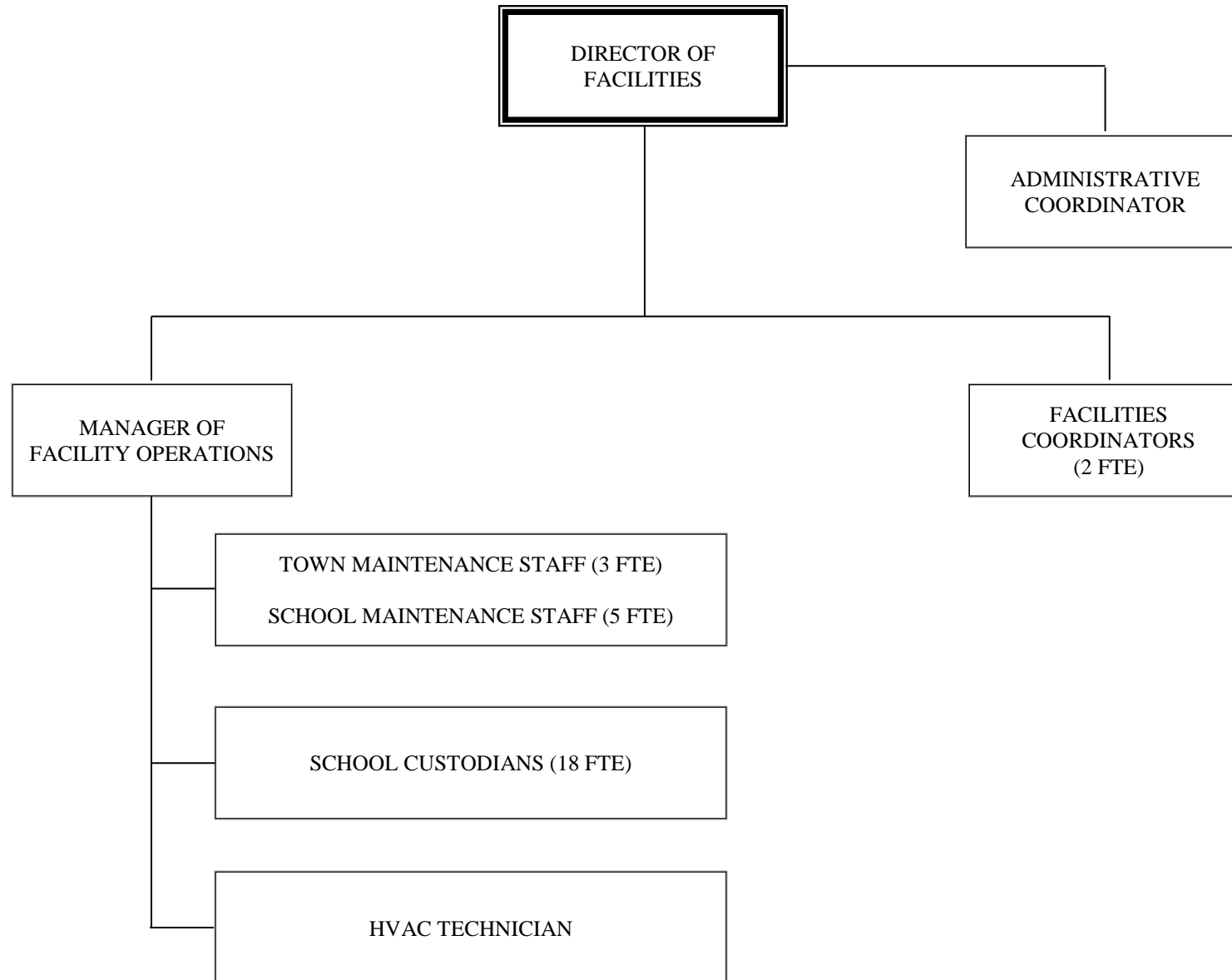
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16322 533000	Recreation Prog-Transportation	\$ 23,010	\$ 21,054	\$ 19,744	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
16322 534100	Recreation Prog Telephone Exp	\$ 438	\$ 363	\$ 1,095	\$ 1,530	\$ 1,530	\$ 1,530	\$ -	0.0%
16322 534700	Printing	\$ -	\$ -	\$ -	\$ 5,000	\$ 6,500	\$ 6,500		
16322 542100	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 2,250	\$ 2,250		
16322 545001	Recreation Program Expenses	\$ 50,401	\$ 39,013	\$ 32,400	\$ 32,640	\$ 36,000	\$ 36,000	\$ 3,360	10.3%
16322 545002	Pool Supplies	\$ 22,935	\$ 42,221	\$ 64,542	\$ 32,322	\$ 60,000	\$ 60,000	\$ 27,678	85.6%
16322 545003	Skating Rink Supplies	\$ 43,744	\$ 56,360	\$ 56,899	\$ 55,000	\$ 60,000	\$ 60,000	\$ 5,000	9.1%
16322-000000	Facility Rentals	\$ -	\$ -	\$ -	\$ -	\$ 36,575	\$ 36,575		
16322 558900	Recreation-SPORT Expenses	\$ 2,255	\$ 4,499	\$ 4,308	\$ 6,000	\$ 9,797	\$ 9,797	\$ 3,797	63.3%
TOTAL	Recreation Programs Expe	\$ 253,936	\$ 295,581	\$ 302,054	\$ 321,761	\$ 409,338	\$ 409,338	\$ 87,577	27.2%
TOTAL SALARIES		\$ 572,035	\$ 602,887	\$ 618,433	\$ 712,108	\$ 665,803	\$ 665,803	\$ (46,305)	-6.5%
TOTAL EXPENSES		\$ 259,070	\$ 298,647	\$ 310,532	\$ 333,291	\$ 409,338	\$ 409,338	\$ 76,047	22.8%
		\$ 831,104	\$ 901,533	\$ 928,965	\$ 1,045,399	\$ 1,075,141	\$ 1,075,141	\$ 29,742	2.8%
GRAND TOTAL RECREATION		\$ 831,104	\$ 901,533	\$ 928,965	\$ 1,045,399	\$ 1,075,141	\$ 1,075,141	\$ 29,742	2.8%
								\$ 29,742	



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Facilities Department





OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 689,615.00	\$ 570,963 .00	\$ (118,652.00)	-17.2%	9.0
Total Expenses	\$ 3,679,850.00	\$ 4,095,325 .00	\$ 415,475.00	11.3%	
Total Overlay	\$ 50,000.00	\$ 25,000.00	\$ (25,000.00)	-50.0%	
Grand Total	\$ 4,419,465.00	\$ 4,691,288.00	\$ 271,823.00	6.2%	

Submitted by: Steve Dorrance, Facilities Director

Summary of Program Responsibilities:

The Facilities Department's main objective is the safety, security and comfort of our students, staff, residents and visitors. The Facilities Department reports to the Public Facilities Board and maintains over 1 million square feet of Town and School buildings.

The Facilities Director recommends capital improvement projects to the Capital Budget Committee and sits on building committees such as the DPW/BPD Building Committee and the Belmont High School Building Committee.

FY19 Accomplishments:

- Opening of the Burbank Modular buildings on time and under budget.
- Completion of the DPW Garage Ventilation improvement project
- Completion of the Fire Department Headquarters Envelope Repairs



Additional Information:

	Calendar 2017	Calendar 2018	Calendar 2019
	Actual	Actual	Estimated
# of Work Order Tickets Closed	2,051	5,518	6,000

	Calendar 2017	Calendar 2018	Calendar 2019
	Actual	Actual	Estimated
# of Custodial Events Covered			
Town Hall	45	20	25
Beech St Center	61	43	50
Homer Gallery	7	12	8
TOTAL	113	75	83

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Position Classification	Personnel Detail						FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TAREC FY2020	FY20 SAL
	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019					
Facility Department / Systemwide											
Director of Facilities	1.0	1.0	1.0	1.0	1.0	1.0	\$ 94,838	1.0	\$ 119,381	1.0	\$ 119,381
Supervisor of Contracts Management	1.0	1.0	1.0	1.0	1.0	1.0	\$ 78,529	1.0	\$ -	1.0	\$ -
Supervisor /Building Maintenance	1.0	1.0	1.0	1.0	1.0	1.0	\$ 86,351	1.0	\$ 93,636	1.0	\$ 93,636
HVAC Tech	1.0	1.0	1.0	1.0	1.0	1.0	\$ 63,781	1.0	\$ 65,326	1.0	\$ 65,326
Lead Custodian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 57,825	1.0	\$ 58,988	1.0	\$ 58,988
Building Specialist/Custodian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 44,368	1.0	\$ 46,894	1.0	\$ 46,894
Administrative Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,335	1.0	\$ 71,456	1.0	\$ 71,456
Vacant Administrative Assistant I	-	-	-	-	-	-	-	1.0	\$ 45,380	1.0	\$ 45,380
Vacant Administrative Assistant I	-	-	-	-	-	-	-	1.0	\$ 45,380	-	\$ -
Facilities Custodian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 49,109	1.0	\$ 50,082	1.0	\$ 50,082
Part-time Custodian	0.5	0.5	0.5	0.5	0.5	0.5	\$ 14,083	-	\$ -	-	\$ -
Part-time Custodian	0.5	0.5	0.5	0.5	0.5	0.5	\$ 14,607	-	\$ -	-	\$ -
Part-time Custodian	0.5	0.5	0.5	0.5	0.5	0.5	\$ 14,082	-	\$ -	-	\$ -
Part-time Custodian	0.5	0.5	0.5	0.5	0.5	0.5	\$ 15,413	-	\$ -	-	\$ -
Total	9.8	9.8	9.8	9.8	9.8	9.8	600,321.1	10.0	596,522.5	9.0	551,142.7

Vacant or changes to position

- 1) No part-time custodians
- 2) No Supervisor of Contracts Mgmt
- 3) Supervisor/Building Maintenance title changed to: Mgr of Facilities
- 4) New Positions: 2 FT (40 hr) Facilities Coordinators @ SEIU Grade 6 Step 1

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
11941 Facilities Dept System S									
11941 511000	Full Time Salaries	\$ 309,059	\$ 441,258	\$ 467,080	\$ 542,136	\$ 596,523	\$ 551,143	\$ 9,007	1.7%
11941 511100	Part Time Salaries	\$ 50,641	\$ 48,687	\$ 50,554	\$ 61,185	\$ -	\$ -	\$ (61,185)	-100.0%
11941 513000	Overtime	\$ 8,694	\$ 13,678	\$ 28,402	\$ 8,500	\$ 12,000	\$ 12,000	\$ 3,500	41.2%
11941 514800	Longevity	\$ 1,550	\$ 1,675	\$ 1,625	\$ 1,575	\$ 2,175	\$ 2,175	\$ 600	38.1%
11941 515200	Availability Stipend	\$ 786	\$ 703	\$ 925	\$ 1,040	\$ 1,040	\$ 1,040	\$ -	0.0%
11941 517000	Health Insurance	\$ 38,580	\$ 71,150	\$ 71,495	\$ 61,570	\$ -	\$ -	\$ (61,570)	-100.0%
11941 517800	Medicare	\$ 5,795	\$ 8,158	\$ 9,269	\$ 9,005	\$ -	\$ -	\$ (9,005)	-100.0%
11941 519001	Working Out of Grade	\$ 337	\$ 1,472	\$ 4,106	\$ 1,324	\$ 1,325	\$ 1,325	\$ 1	0.1%
11941 519700	Tuition Reimbursement	\$ 2,991	\$ 1,625	\$ 1,553	\$ -				
11941 519900	Uniform Allowance	\$ 2,460	\$ 2,460	\$ 2,743	\$ 3,280	\$ 3,280	\$ 3,280	\$ -	0.0%
TOTAL	Facilities Dept System S	\$ 420,893	\$ 590,865	\$ 637,751	\$ 689,615	\$ 616,343	\$ 570,963	\$ (118,652)	-17.2%
Major Building Repair Systemwi									
11943 582600	Major Building Repairs	\$ 267,116	\$ 73,954	\$ 153,497	\$ -				
11943 585000	Additional Equipment		\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 25,000	\$ (25,000)	-50.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
TOTAL	Major Building Repair Sy	\$ 267,116	\$ 73,954	\$ 153,497	\$ 50,000	\$ 50,000	\$ 25,000	\$ (25,000)	-50.0%
11946 Facilities - Town Expenses									
11946 521100	Utilities ESCo Lease Payment	\$ 7,530	\$ 3,765	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11946 522700	Oil Used for Heat	\$ 45,113	\$ 42,870	\$ 62,102	\$ 57,750	\$ 62,107	\$ 55,000	\$ (2,750)	-4.8%
11946 522800	Natural Gas	\$ 35,942	\$ 40,370	\$ 73,338	\$ 47,250	\$ 73,338	\$ 50,310	\$ 3,060	6.5%
11946 522900	Electricity	\$ 275,257	\$ 260,625	\$ 264,402	\$ 315,000	\$ 327,285	\$ 327,285	\$ 12,285	3.9%
11946 523100	Water	\$ 22,385	\$ 30,421	\$ 30,239	\$ 28,402	\$ 30,250	\$ 28,402	\$ -	0.0%
11946 523101	Water Fire Protection Services	\$ 6,092	\$ 6,262	\$ 7,384	\$ 6,500	\$ 7,400	\$ 6,500	\$ -	0.0%
11946 523300	Diesel Fuel - generators	\$ 3,380	\$ 7,225	\$ 9,418	\$ 9,261	\$ 9,420	\$ 6,600	\$ (2,661)	-28.7%
11946 523400	Energy Conservations measures	\$ 23,108	\$ 121	\$ 40,632	\$ 32,530	\$ 40,650	\$ 30,000	\$ (2,530)	-7.8%
11946 524300	Repair & Maint Bldg/Grounds	\$ 70,261	\$ 31,962	\$ 109,924	\$ 55,000	\$ 110,000	\$ 55,000	\$ -	0.0%
11946 524301	Repair Contractual Services	\$ 279,294	\$ 100,330	\$ 262,225	\$ 82,000	\$ 135,515	\$ 135,515	\$ 53,515	65.3%
11946 524306	R&M HVAC Contract Services	\$ -	\$ -	\$ 103,612	\$ 93,000	\$ 107,189	\$ 107,189	\$ 14,189	15.3%
11946 524307	Pavement Maintenance	\$ -	\$ -	\$ 19,418	\$ 20,000	\$ 20,000	\$ 5,000	\$ (15,000)	-75.0%
11946 524400	Fleet Repair & Maint	\$ -	\$ -	\$ 5,080	\$ 2,000	\$ 5,000	\$ 5,000	\$ 3,000	150.0%
11946 527200	Rental of Office Equipment	\$ 14,429	\$ 17,159	\$ 14,395	\$ 18,400	\$ 15,000	\$ 15,000	\$ (3,400)	-18.5%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
11946 527400	Equipment Rental	\$ -	\$ -	\$ 3,345	\$ 2,500	\$ 3,350	\$ 3,300	\$ 800	32.0%
11946-529300	Custodial Services (Contracted)	\$ -				\$ 137,200	\$ 137,200	\$ 137,200	#DIV/0!
11946 530000	Professional and Tech Services	\$ 3,887	\$ 6,675	\$ 11,365	\$ 19,000	\$ 12,000	\$ 8,000	\$ (11,000)	-57.9%
11946 532000	Tuition	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	#DIV/0!
11946 534100	Telephone	\$ 29,435	\$ 29,149	\$ 32,415	\$ 30,000	\$ 32,500	\$ -	\$ (30,000)	-100.0%
11946 534500	Postage	\$ 39,636	\$ 39,419	\$ 19,560	\$ 40,000	\$ 20,000	\$ 20,000	\$ (20,000)	-50.0%
11946 542100	Office Supplies	\$ 2,687	\$ 2,070	\$ 1,657	\$ 3,000	\$ 3,000	\$ 2,000	\$ (1,000)	-33.3%
11946 543000	Building Maintenance Supplies	\$ 28,534	\$ 16,198	\$ 10,858	\$ 32,000	\$ 11,000	\$ 10,000	\$ (22,000)	-68.8%
11946 545000	Custodial Supplies	\$ 17,866	\$ 21,758	\$ 21,482	\$ 30,000	\$ 22,000	\$ 25,000	\$ (5,000)	-16.7%
11946 558404	Furniture & Fixture Expense	\$ -	\$ -	\$ 3,967	\$ 2,500	\$ 4,000	\$ 2,500	\$ -	0.0%
11946 585000	Machinery & Equipment		\$ -	\$ 14,645	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Facilities - Town Expens	\$ 904,836	\$ 656,380	\$ 1,121,464	\$ 926,093	\$ 1,190,204	\$ 1,036,801	\$ 110,708	12.0%
11947 Facilities - School Operating									
11947 521100	Utilities ESCo Lease Payment	\$ 183,403	\$ 92,496	\$ 37,045	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11947 522700	Oil Used for Heat	\$ 6,071	\$ 8,307	\$ 11,851	\$ 20,675	\$ 12,000	\$ 7,500	\$ (13,175)	-63.7%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
11947 522800	Natural Gas	\$ 374,613	\$ 416,926	\$ 589,380	\$ 425,250	\$ 590,000	\$ 425,000	\$ (250)	-0.1%
11947 522900	Electricity	\$ 710,381	\$ 661,440	\$ 723,075	\$ 752,241	\$ 781,578	\$ 781,578	\$ 29,337	3.9%
11947 523100	Water	\$ 64,242	\$ 52,117	\$ 58,433	\$ 62,034	\$ 62,034	\$ 62,034	\$ -	0.0%
11947 523101	Water Fire Protection Services	\$ -	\$ 9,128	\$ 6,851	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
11947 523400	Energy Conservations measures	\$ -	\$ -	\$ 87,233	\$ 183,500	\$ 183,500	\$ 183,500	\$ -	0.0%
11947 524300	Repair & Maint Bldg/Grounds	\$ 414,193	\$ 153,831	\$ 293,651	\$ 200,000	\$ 300,000	\$ 300,000	\$ 100,000	50.0%
11947 524301	Repair Contractual Services	\$ -	\$ -	\$ 229,451	\$ 120,000	\$ 215,820	\$ 215,820	\$ 95,820	79.9%
11947 524306	R&M HVAC Contract Services	\$ -	\$ -	\$ 201,725	\$ 255,000	\$ 272,442	\$ 272,442	\$ 17,442	6.8%
11947 524307	Pavement Maintenance	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 5,000	\$ (5,000)	-50.0%
11947 524400	Fleet Repair & Maint	\$ -	\$ -	\$ 6,303	\$ 3,000	\$ 6,500	\$ 6,500	\$ 3,500	116.7%
11947 527400	Equipment Rental	\$ -	\$ -	\$ 18,263	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.0%
11947 529300	Custodial Service	\$ 361,576	\$ 339,425	\$ 353,300	\$ 361,157	\$ 519,150	\$ 519,150	\$ 157,993	43.7%
11947 530000	Professional and Tech Services	\$ -	\$ -	\$ 27,370	\$ 7,900	\$ 27,000	\$ 27,000	\$ 19,100	241.8%
11947 532000	Tuition	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
11947 534100	Telephone	\$ 44,449	\$ 48,252	\$ 45,547	\$ 60,000	\$ 46,000	\$ -	\$ (60,000)	-100.0%
11947 542100	Office Supplies	\$ 1,443	\$ 484	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
11947 543000	Building Maintenance Supplies	\$ 161,822	\$ 371,556	\$ 79,067	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.0%

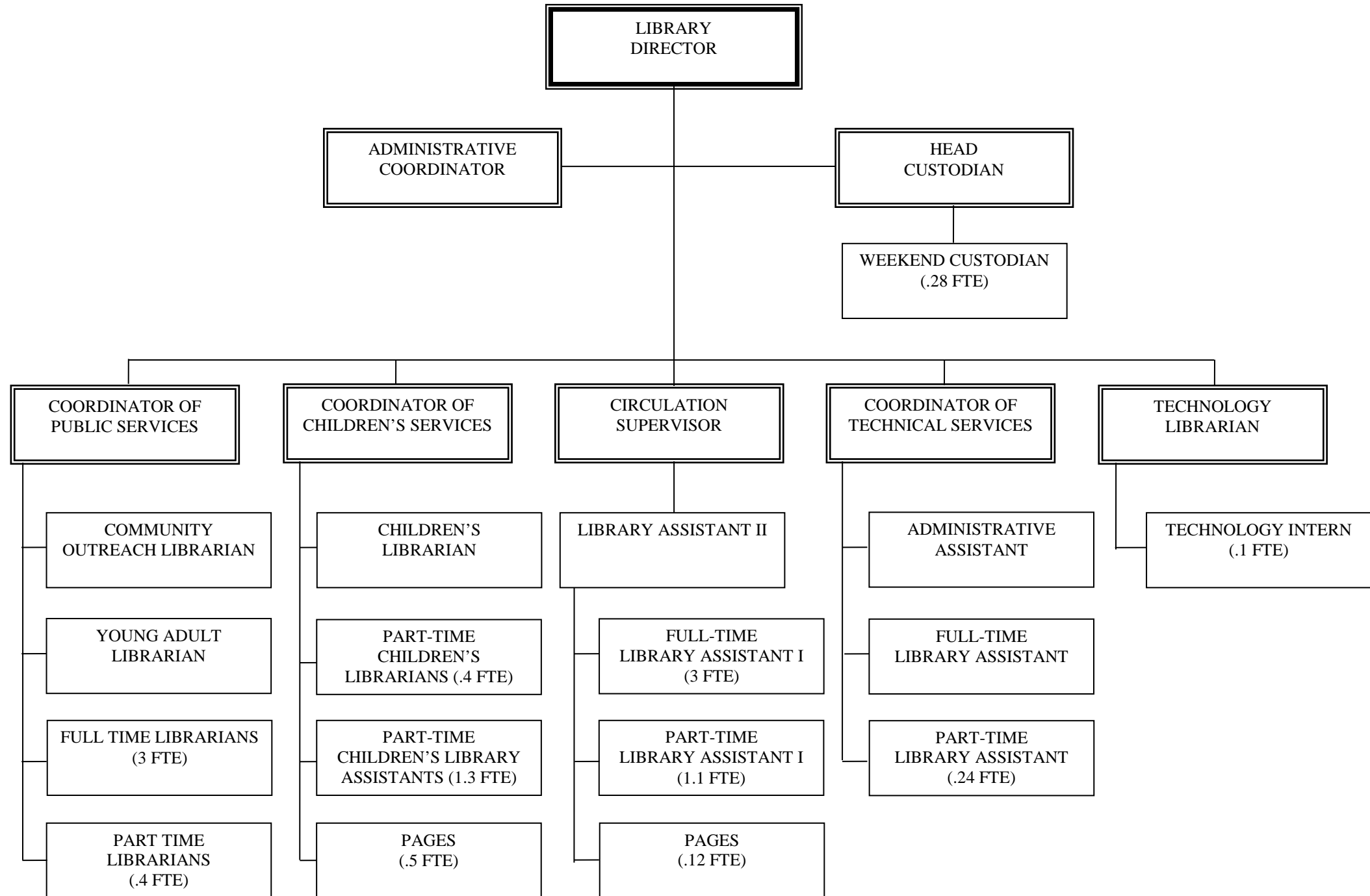
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
11947 545000	Custodial Supplies	\$ 55,301	\$ 123,872	\$ 130,250	\$ 100,000	\$ 130,000	\$ 130,000	\$ 30,000	30.0%
11947 558200	Other Supplies-Uniforms	\$ 8,695	\$ 11,085	\$ 10,486	\$ 11,000	\$ 11,000	\$ 11,000	\$ -	0.0%
11947 558404	Furniture Expense	\$ -	\$ 38,410	\$ 3,219	\$ 75,000	\$ 5,000	\$ 5,000	\$ (70,000)	-93.3%
11947 585000	Machinery & Equipment		\$ -	\$ 39,854	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL	Facilities - School Operating	\$ 2,386,189	\$ 2,327,328	\$ 2,952,354	\$ 2,753,757	\$ 3,279,024	\$ 3,058,524	\$ 304,767	11.1%
TOTAL SALARIES		\$ 420,893	\$ 590,865	\$ 637,751	\$ 689,615	\$ 616,343	\$ 570,963	\$ (118,652)	-17.2%
TOTAL EXPENSES		\$ 3,291,025	\$ 2,983,709	\$ 4,073,818	\$ 3,679,850	\$ 4,469,228	\$ 4,095,325	\$ 415,475	11.3%
TOTAL OVERLAY		\$ 267,116	\$ 73,954	\$ 153,497	\$ 50,000	\$ 50,000	\$ 25,000	\$ (25,000)	-50.0%
		\$ 3,979,034	\$ 3,648,528	\$ 4,865,066	\$ 4,419,465	\$ 5,135,571	\$ 4,691,288	\$ 271,823	6.2%
GRAND TOTAL		\$ 3,979,034	\$ 3,648,528	\$ 4,865,066	\$ 4,419,465	\$ 5,135,571	\$ 4,691,288	\$ 271,823	6.2%
								\$ 271,823	



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BELMONT PUBLIC LIBRARY





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 1,663,956.00	\$ 1,522,985.00	\$ (140,971.00)	-8.5%	24.40
Total Expenses	\$ 693,027.00	\$ 716,225.00	\$ 23,198.00	3.3%	
Total Overlay	\$ 12,500.00	\$ 12,500.00	\$ -	0.0%	

Submitted by: Kathy Keohane, Chair, Board of Library Trustees

Summary of Program Responsibilities:

There is something for everyone at the Belmont Public Library. All ages, all interests, all needs. Our missions continues to focus on offering programs, services, access to information, and support to the diverse needs of our community.

The Belmont Public Library serves the Town of Belmont and beyond. It is part of the Minuteman Library Network, giving patrons access to use all Minuteman Libraries, with broader access available statewide. The Library has five program areas. **Circulation Services** manages the check in/check out of physical library materials, and other aspects of collection management. **Adult Reference Services** assists users with guidance on using collections and services, also running adult programs and community wide programming efforts. **Children's Services** and **Young Adult Services** provides all library, information, and programming services to children from birth through High School, selecting all materials for these collections. **Technical Services** prepares new materials for citizens to check out of the library. They are responsible processing of materials.

FY19 Accomplishments:

- Overall utilization of programs and services continue to increase (**11th** highest circulation in the Commonwealth for 3rd straight year , **28%** increase in adult program attendance)
- Offered the **7th** community wide read celebrating the 200th anniversary of Mary Shelley's *Frankenstein*. The Library hosted twenty programs for all ages focused on different aspects of the story and a wide variety of themes. In total over **650** patrons attended programs, including an author talk, movie night, book discussions, a talk all in Chinese, escape room, and many other unique events.
- Celebrated the **150th** anniversary of the Library in 2018 with a yearlong celebration of featured programs and services, notably the "**150** things to do at the Library" list monthly. Full list available now!

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019	FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TA RECO FY2020	FY20 SAL
Library Administration											
Director	1.0	1.0	1.0	1.0	1.0	1.0	\$ 102,450	1.0	\$ 106,641	1.0	\$ 106,641
Administrative Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,335	1.0	\$ 71,813	1.0	\$ 71,813
Subtotal	2.0	2.0	2.0	2.0	2.0	2.0	169,784.6	2.0	178,454.0	2.0	178,454.0
Library Public Services											
Children's Librarian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,271	1.0	\$ 57,916	1.0	\$ 57,916
Circulation Supervisor	1.0	1.0	1.0	1.0	1.0	1.0	\$ 51,863	1.0	\$ 55,312	1.0	\$ 55,312
Community Outreach Librarian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 62,170	1.0	\$ 67,296	1.0	\$ 67,296
Coordinator of Child Services	1.0	1.0	1.0	1.0	1.0	1.0	\$ 67,271	1.0	\$ 70,798	1.0	\$ 70,798
Coordinator of Public Services	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,034	1.0	\$ 68,379	1.0	\$ 68,379
Library Assistant I	1.0	1.0	1.0	1.0	1.0	1.0	\$ 37,720	1.0	\$ 40,228	1.0	\$ 40,228
Library Assistant I	0.7	0.7	0.7	0.7	0.7	0.7	\$ 26,943	1.0	\$ 35,736	1.0	\$ 35,736
Library Assistant I	1.0	1.0	1.0	1.0	1.0	1.0	\$ 37,489	1.0	\$ 40,028	1.0	\$ 40,028
Assistant Circulation Supervisor	1.0	1.0	1.0	1.0	1.0	1.0	\$ 41,264	1.0	\$ 47,551	1.0	\$ 47,551
Library Assistant II	0.7	0.7	0.7	0.7	0.7	0.7	\$ 29,474	0.7	\$ 30,063	0.7	\$ 30,063
Library Page	0.9	0.9	0.9	0.9	0.9	0.9	\$ 13,200	0.9	\$ 19,303	0.9	\$ 19,303
Part-timers	1.9	1.9	1.9	1.9	2.6	2.6	\$ 120,958	2.1	\$ 123,377	2.1	\$ 123,377
Reference Librarian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 55,262	1.0	\$ 58,116	1.0	\$ 58,116
Reference Librarian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 58,466	1.0	\$ 62,217	1.0	\$ 62,217
Reference Librarian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 64,388	1.0	\$ 69,062	1.0	\$ 69,062
Technology Librarian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 72,662	1.0	\$ 76,478	1.0	\$ 76,478
Young Adult Librarian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 55,262	1.0	\$ 58,116	1.0	\$ 58,116
Subtotal	17.2	17.2	17.2	17.2	17.9	17.9	937,699.6	17.7	979,976.0	17.7	979,976.0
Library Tech Services											
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	1.0	\$ 48,022	1.0	\$ 51,312	1.0	\$ 51,312
Coordinator of Tech Services	1.0	1.0	1.0	1.0	1.0	1.0	\$ 76,034	1.0	\$ 80,072	1.0	\$ 80,072
Part-time Library Assistant	0.4	0.4	0.4	0.4	0.4	0.4	\$ 12,520	0.4	\$ 12,736	0.4	\$ 12,736
Library Assistant II	1.0	1.0	1.0	1.0	1.0	1.0	\$ 41,264	1.0	\$ 44,009	1.0	\$ 44,009
Subtotal	3.4	3.4	3.4	3.4	3.4	3.4	177,840.1	3.4	188,129.0	3.4	188,129.0
Library Plant Operations											

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Lead Custodian	1.0	1.0	1.0	1.0	1.0	1.0	\$ 57,825	1.0	\$ 58,989	1.0	\$ 58,989
Part-time Custodian	0.3	0.3	0.3	0.3	0.3	0.3	\$ 9,124	0.3	\$ 9,306	0.3	\$ 9,306
Summer Saturdays	-	-	-	-	-	-	\$ 6,675	-	\$ 6,808	-	\$ 6,808
Sundays	-	-	-	-	-	-	\$ 25,247	-	\$ 25,751	-	\$ 25,751
Subtotal	1.3	1.3	1.3	1.3	1.3	1.3	98,871.0	1.3	100,854.0	1.3	100,854.0

Vacant or changes to position

Funds to extend Summer Saturdays \$ 10,000

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16111 Library Administration S									
16111 511000	Library Admin FT Salary	\$ 158,256	\$ 162,755	\$ 169,552	\$ 174,905	\$ 178,455	\$ 178,455	\$ 3,550	2.0%
16111 511100	Library Admin PT Salary	\$ 74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16111 514100	Specialty Pay/Stipend	\$ 8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16111 514800	Library Admin Longevity	\$ 650	\$ 725	\$ 825	\$ 875	\$ 925	\$ 925	\$ 50	5.7%
16111 517000	Library Admin Health Insurance	\$ 16,285	\$ 16,285	\$ 16,690	\$ 6,715	\$ -	\$ -	\$ (6,715)	-100.0%
16111 517800	Library Admin Medicare	\$ 2,287	\$ 2,407	\$ 2,459	\$ 2,473	\$ -	\$ -	\$ (2,473)	-100.0%
TOTAL	Library Administration S	\$ 177,560	\$ 182,172	\$ 189,526	\$ 184,968	\$ 179,380	\$ 179,380	\$ (5,588)	-3.0%
16112 Library Administration Expense									
16112 524300	Library Admin R&M Bldg/Ground	\$ 42,403	\$ 14,068	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16112 524500	Library Admin R&M Library Eq	\$ 1,139	\$ 8,436	\$ 2,150	\$ 8,207	\$ 8,879	\$ 8,879	\$ 672	8.2%
16112 530001	Lib Admin - Medical Bills	\$ 525	\$ -	\$ 565	\$ 390	\$ 585	\$ 585	\$ 195	50.0%
16112 531700	LB Admin Emp Training Seminar	\$ 479	\$ 443	\$ 129	\$ 500	\$ 500	\$ 500	\$ -	0.0%
16112 531900	Library Admin Prof Serv Advert	\$ 424	\$ 45	\$ -	\$ 500	\$ 500	\$ 500	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16112 534500	Library Admin Postage Expense	\$ 2,200	\$ 2,694	\$ 1,452	\$ 2,800	\$ 2,800	\$ 2,800	\$ -	0.0%
16112 534700	Library Admin Printing Expense	\$ 1,544	\$ 1,261	\$ 1,324	\$ 1,575	\$ 1,575	\$ 1,575	\$ -	0.0%
16112 542100	Library Admin Office Supp Exp	\$ 1,149	\$ 531	\$ 649	\$ 975	\$ 975	\$ 975	\$ -	0.0%
16112 571000	LB Admin In State Travel Exp	\$ 473	\$ 377	\$ 366	\$ 500	\$ 500	\$ 500	\$ -	0.0%
16112 573000	LB Admin Dues and Memb Exp	\$ 297	\$ 327	\$ 402	\$ 610	\$ 610	\$ 610	\$ -	0.0%
TOTAL	Library Administration E	\$ 50,633	\$ 28,182	\$ 7,038	\$ 16,057	\$ 16,924	\$ 16,924	\$ 867	5.4%
16121 Library Public Service Salary									
16121 511000	Library Public Svc FT Salary	\$ 668,204	\$ 691,930	\$ 700,392	\$ 791,142	\$ 807,237	\$ 807,237	\$ 16,095	2.0%
16121 511100	Library Public Svc PT Salary	\$ 168,813	\$ 201,609	\$ 217,832	\$ 242,497	\$ 247,708	\$ 247,708	\$ 5,211	2.1%
16121 513000	Library Public Svc OT Salary	\$ 288	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	#DIV/0!
16121 514105	Eyeglass Reimbursement	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16121 514800	Library Public Svc Longevity	\$ 4,925	\$ 5,379	\$ 6,682	\$ 6,939	\$ 6,721	\$ 6,721	\$ (218)	-3.1%
16121 517000	Library Public Svc Health Ins	\$ 117,485	\$ 113,220	\$ 113,210	\$ 111,090	\$ -	\$ -	\$ (111,090)	-100.0%
16121 517800	Library Public Svc Medicare	\$ 12,728	\$ 13,473	\$ 13,556	\$ 14,055	\$ -	\$ -	\$ (14,055)	-100.0%
TOTAL	Library Public Service S	\$ 972,443	\$ 1,025,761	\$ 1,051,672	\$ 1,165,723	\$ 1,071,666	\$ 1,071,666	\$ (94,057)	-8.1%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16122 Library Public Service Expense									
16122 530000	Library PS Prof & Tech Expense	\$ 533	\$ 1,722	\$ 1,936	\$ 1,976	\$ 1,976	\$ 1,976	\$ -	0.0%
16122 534100	Library PS Telephone Expense	\$ 4,378	\$ 5,758	\$ 4,622	\$ 9,053	\$ 9,053	\$ 9,053	\$ -	0.0%
16122 552900	Library Public Svc Books Exp	\$ 310,808	\$ 315,785	\$ 329,581	\$ 344,758	\$ 356,825	\$ 356,825	\$ 12,067	3.5%
16122 573000	Library PS Dues and Memb Exp	\$ 187	\$ 367	\$ 194	\$ 1,020	\$ 1,020	\$ 1,020	\$ -	0.0%
TOTAL	Library Public Service E	\$ 315,905	\$ 323,631	\$ 336,333	\$ 356,807	\$ 368,874	\$ 368,874	\$ 12,067	3.4%
16131 Library Tech Services Salary									
16131 511000	Library Tech Svcs FT Salary	\$ 154,806	\$ 160,985	\$ 162,357	\$ 171,919	\$ 175,395	\$ 175,395	\$ 3,476	2.0%
16131 511100	Library Tech Svcs PT Salary	\$ 12,244	\$ 9,400	\$ 16,237	\$ 12,520	\$ 12,736	\$ 12,736	\$ 216	1.7%
16131 514800	Library Tech Svcs Longevity	\$ 1,975	\$ 2,325	\$ 2,325	\$ 2,725	\$ 2,825	\$ 2,825	\$ 100	3.7%
16131 517000	Library Tech Svcs Health Ins	\$ 32,570	\$ 32,570	\$ 33,380	\$ 36,390	\$ -	\$ -	\$ (36,390)	-100.0%
16131 517800	Library Tech Services Medicare	\$ 2,390	\$ 2,512	\$ 2,629	\$ 2,616	\$ -	\$ -	\$ (2,616)	-100.0%
TOTAL	Library Tech Services Sa	\$ 203,985	\$ 207,791	\$ 216,928	\$ 226,170	\$ 190,956	\$ 190,956	\$ (35,214)	-15.6%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16132 Library Tech Services Expense									
16132 530600	LibTech Computer Scvs	\$ 72,366	\$ 70,216	\$ 71,449	\$ 74,021	\$ 76,994	\$ 76,994	\$ 2,973	4.0%
16132 542200	LibTech Precessing Supplies	\$ 12,790	\$ 12,727	\$ 12,564	\$ 12,740	\$ 12,740	\$ 12,740	\$ -	0.0%
TOTAL	Library Tech Services Ex	\$ 85,156	\$ 82,943	\$ 84,013	\$ 86,761	\$ 89,734	\$ 89,734	\$ 2,973	3.4%
16133 Library Tech Services Capital									
16133 587100	LB Tech Svcs Cap Outlay Off Eq	\$ 12,000	\$ 12,000	\$ 11,947	\$ 12,500	\$ 12,500	\$ 12,500	\$ -	0.0%
TOTAL	Library Tech Services Ca	\$ 12,000	\$ 12,000	\$ 11,947	\$ 12,500	\$ 12,500	\$ 12,500	\$ -	0.0%
16141 Library Plant Operations Salar									
16141 511000	Full Time Salaries	\$ 54,264	\$ 55,512	\$ 55,601	\$ 57,825	\$ 58,988	\$ 58,988	\$ 1,163	2.0%
16141 511100	Part Time Salaries	\$ 7,961	\$ 8,949	\$ 9,040	\$ 9,124	\$ 9,306	\$ 9,306	\$ 182	2.0%
16141 513000	Overtime	\$ 9,061	\$ 10,560	\$ 10,330	\$ 10,352	\$ 10,559	\$ 10,559	\$ 207	2.0%
16141 514100	Specialty Pay	\$ 254	\$ 261	\$ 260	\$ 260	\$ 260	\$ 260	\$ -	0.0%
16141 514800	Longevity	\$ 400	\$ 450	\$ 650	\$ 850	\$ 1,050	\$ 1,050	\$ 200	23.5%
16141 517000	Health Insurance	\$ 6,010	\$ 6,010	\$ 6,160	\$ 6,715	\$ -	\$ -	\$ (6,715)	-100.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
16141 517800	Medicare	\$ 1,073	\$ 1,106	\$ 1,104	\$ 1,149	\$ -	\$ -	\$ (1,149)	-100.0%
16141 519900	Uniform Allowance	\$ 820	\$ 820	\$ 820	\$ 820	\$ 820	\$ 820	\$ -	0.0%
TOTAL	Library Plant Operations	\$ 79,843	\$ 83,668	\$ 83,965	\$ 87,095	\$ 80,983	\$ 80,983	\$ (6,112)	-7.0%
16142 Library									
16142 521100	Utilities EScO Lease Payment	\$ 8,690	\$ 4,345	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
16142 522800	Natural Gas	\$ 8,029	\$ 21,030	\$ 13,802	\$ 21,948	\$ 22,168	\$ 22,168	\$ 220	1.0%
16142 522900	Electricity	\$ 31,181	\$ 32,310	\$ 31,521	\$ 44,998	\$ 46,753	\$ 46,753	\$ 1,755	3.9%
16142 523100	Water	\$ 4,784	\$ 4,769	\$ 5,031	\$ 5,512	\$ 5,512	\$ 5,512	\$ -	0.0%
16142 523400	Energy Conservations measures	\$ -	\$ -	\$ 8,690	\$ 8,690	\$ 8,690	\$ 8,690	\$ -	0.0%
16142 524300	Repair & Maint Bldg/Grounds	\$ 106,281	\$ 141,246	\$ 139,224	\$ 121,360	\$ 125,608	\$ 125,608	\$ 4,248	3.5%
16142 524306	R&M HVAC Contract Services	\$ -	\$ -	\$ 12,155	\$ 17,366	\$ 17,974	\$ 17,974	\$ 608	3.5%
16142 545000	Custodial Supplies	\$ 11,353	\$ 11,291	\$ 11,951	\$ 13,130	\$ 13,590	\$ 13,590	\$ 460	3.5%
16142 548900	Veh Supp-Gasoline	\$ 220	\$ 28	\$ 29	\$ 398	\$ 398	\$ 398	\$ -	0.0%
TOTAL	Library	\$ 170,538	\$ 215,018	\$ 222,403	\$ 233,402	\$ 240,693	\$ 240,693	\$ 7,291	3.1%

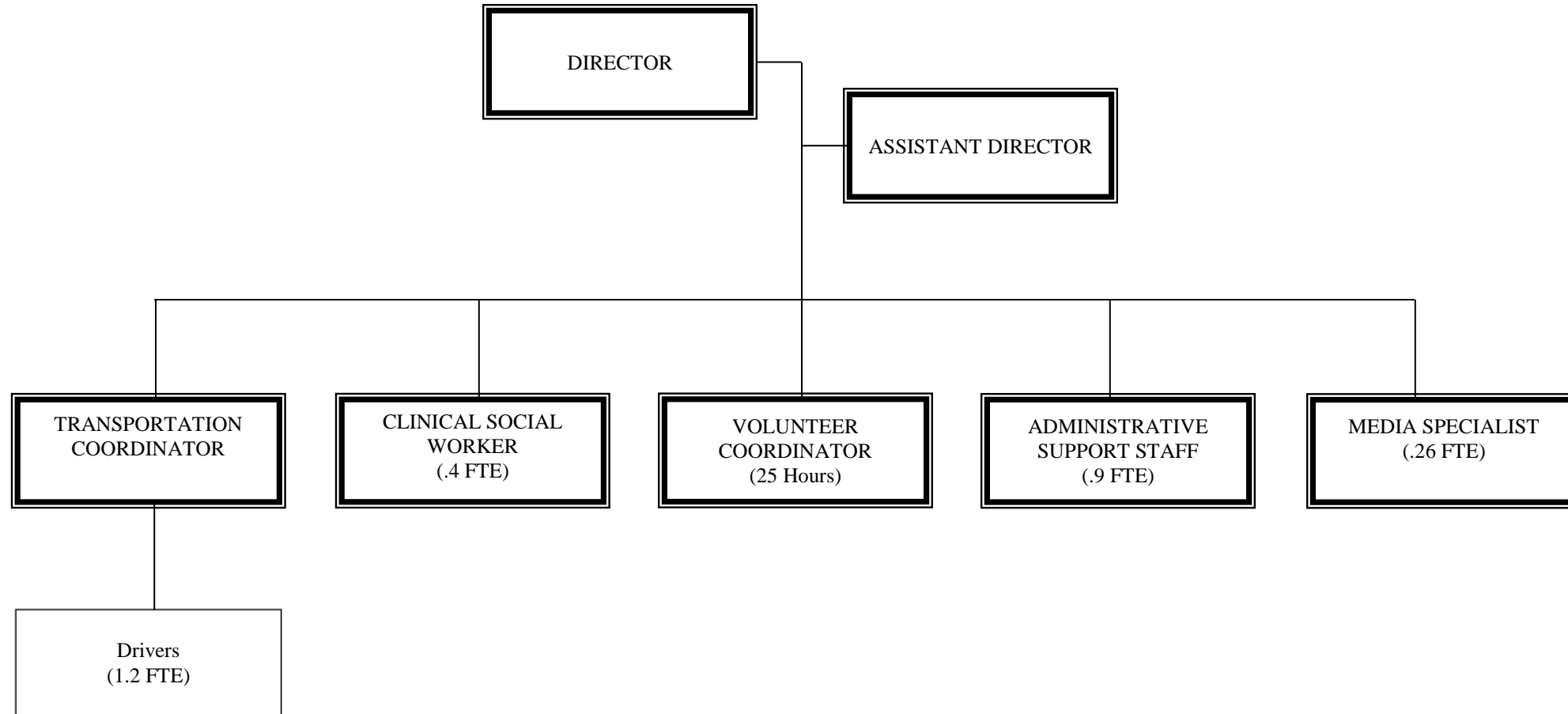
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

	<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL SALARIES	\$ 1,433,831	\$ 1,499,392	\$ 1,542,091	\$ 1,663,956	\$ 1,522,985	\$ 1,522,985	\$ (140,971)	-8.5%
TOTAL EXPENSES	\$ 622,232	\$ 649,775	\$ 649,787	\$ 693,027	\$ 716,225	\$ 716,225	\$ 23,198	3.3%
TOTAL OVERLAY	\$ 12,000	\$ 12,000	\$ 11,947	\$ 12,500	\$ 12,500	\$ 12,500	\$ -	0.0%
	\$ 2,068,062	\$ 2,161,167	\$ 2,203,825	\$ 2,369,483	\$ 2,251,710	\$ 2,251,710	\$ (117,773)	-5.0%
GRAND TOTAL	\$ 2,068,062	\$ 2,161,167	\$ 2,203,825	\$ 2,369,483	\$ 2,251,710	\$ 2,251,710	\$ (117,773)	-5.0%
							\$ (117,773)	



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Council on Aging





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 389,234.00	\$ 353,436.00	\$ (35,798.00)	-9.2%	5.6
Total Expenses	\$ 34,872.00	\$ 36,675.00	\$ 1,803.00	5.2%	
Grand Total	\$ 424,106.00	\$ 390,111.00	\$ (33,995.00)	-8.0%	

Submitted by: Nava Niv-Vogel

Summary of Program Responsibilities:

The department has 8 primary responsibilities which are here referred to as functions.

- **Transportation:** The COA provides and coordinates transportation services for Town seniors and disabled persons. Transportation is critical if seniors are to remain independent. The service enables seniors to perform instrumental activities of daily living such as food and medication shopping, and banking. The rides also make it possible for seniors to access medical care, the nutrition program and other meaningful activities at the Beech Center or elsewhere in the town.
- **Social Services:** For both seniors and their families, the COA provides social work evaluations, resource identification and assistance with financial, social and safety needs.
- **Nutrition:** The COA sponsors on-site and home delivered meals and provides other nutritional resources. While the meals are provided by and funded through Springwell, a regional and state funded non-profit organization, the lunch is served at the center. The COA is responsible for the administration of meal reservations.
- **Health and Wellness:** The COA provides an array of user-funded fitness activities (such as aerobics, Tai Chi, yoga, strength & flexibility, balance and posture, 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 are user funded and/or rely on volunteers.
- **Volunteer Services:** The COA recruits, screens and places volunteers needed to help operate the COA. In compliance with current law, all volunteers undergo a CORI check. These volunteer services not only benefit the COA and its activities, but also provide an opportunity for the volunteers to give back to the community and keep them engaged in valuable activities.
- **Senior Trips:** The trips are mostly organized and administered by volunteers for the COA. They provide additional socialization opportunities. They include day and overnight trips. Thanks to the Friends of the COA weekend trips are now available.
- **Rentals & After-Hour Use of Facility:** The coordination of all after-hours use of the building is centralized through the COA. Space at the center is used by Town departments (such as the Recreation Dept.) for programs, by Town committees for meetings and public hearings, and by private renters. The administrative tasks of the rentals involve meeting with potential renters, handling the applications, arranging for custodial care of the building during rental events, tracking and processing payments and insuring that renters properly arrange for alcohol licenses and permits from the Board of Health and Fire Departments. Ongoing meetings and communications with the Town Administrator's office are held to discuss increases in rental and custodial rates.



FY19 Accomplishments:

- Completed Age Friendly Belmont report, provided presentations on the report and then completed application to join the Mass. Age Friendly Network. As part of application process COA revamped mission statement.
- Revitalized Efforts to Improve Senior Tax Benefits and worked with Assessors, Town Administration and Board of Selectmen to successfully implement first of a few tax initiatives, namely, the raise in the limit of what a senior can earn through the tax work off program, from \$1,000 to \$1,500 per annum.
- Managed departure of Assistant Director without loss of programming and participation. Upon hire of new A.D. some of the duties of this position were changed to better align with department's needs, i.e. inclusion of A.D. in board activities, in meetings with Town Administrator and other executive functions.
- Transportation Improvements and Initiatives included the arrival of new and improved, state grant funded vehicle in June. Since regional senior transportation is now no longer funded, and it affected rides for seniors needing medical transportation beyond the surrounding communities, efforts are underway to explore innovative ride sharing opportunities for this type of transportation. This COA director has initiated regional effort to explore safe, well designed ride sharing alternatives to current modes of senior transportation.
- COA once again increased number of total participants in center programs and activities by close to 200. This is in part, thanks to efforts to diversify programming and bring constant innovation to center offerings.



Additional Information:

The Council on Aging would not be able to provide the full scope of its programs and services without additional funding. It operates with 1.16 FTE paid for by a recurring state grant.

The estimated amount provided by all outside sources is \$540,000. This includes the fore mentioned state grant, smaller private grants, value of the lunch program provided by Springwell, value of volunteer labor, donations from the Friends and corporate sponsors of programs.

The following are performance measures of several of the COA's core functions

Transportation Services - Performance Measures	FY18	FY19	FY19	FY20
	Actual	Budget	Estimated	Budget
Number of medical appointment rides	2,620	2,900	2,620	2,700
Number of non-medical rides	5,700	4,800	5,300	5,400
Grant Funds for Transportation	3,000	3,000	3,000	3,000
Percent of Transportation Requests Accommodated	98	98	98	98
Number of Rides Requiring Heavy Assistance	2,031	2,800	2,100	
Percentage of Center Operating Hours with vehicles in use	95	95	95	95



Town of Belmont - Town Administration's Fiscal Year 2020 Budget Recommendation

Nutrition - Performance Measures	FY18	FY19	FY19	FY20
	Actual	Budget	Estimated	Budget
Number of meals served at lunch site	10,120	11,000	11,000	11,000
Number of elders participating at lunch site	534	530	530	530
Number of meals served to homebound elders	13959	14,000	14,000	14,000
Number of elders receiving home delivered meals	119	115	115	115

General Participation Rates	FY18	FY19	FY19	FY20
	Actual	Budget	Estimated	Budget
Number of Event "Sign-Ins"	53,984	63,000	55,000	55,000
Number of People Served	2,221	2,015	2,230	2,230

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation
Personnel Detail

Position Classification	FTE FY2014	FTE FY2015	FTE FY2016	FTE FY2017	FTE FY2018	FTE FY2019	FY19 SAL	DEPT. REQ. FY2020	FY20 SAL	TAREC FY2020	FY20 SAL
Council on Aging											
Director	1.0	1.0	1.0	1.0	1.0	1.0	\$ 103,190	1.0	\$ 105,793	1.0	\$ 105,793
Assistant Director	1.0	1.0	1.0	1.0	1.0	1.0	\$ 66,824	1.0	\$ 65,144	1.0	\$ 65,144
Driver	0.2	0.2	0.2	0.2	0.2	0.2	\$ 8,428	0.2	\$ 8,815	0.2	\$ 8,815
Driver	1.0	1.0	1.0	1.0	1.0	1.0	\$ 39,616	1.0	\$ 41,883	1.0	\$ 41,883
Administrative Assistant I	0.4	0.4	0.4	0.4	0.4	0.4	\$ 18,880	0.4	\$ 19,253	0.4	\$ 19,253
Administrative Assistant II	0.5	0.5	0.5	0.5	0.5	0.5	\$ 25,349	0.5	\$ 26,555	0.5	\$ 26,555
Social Worker	0.4	0.4	0.4	0.4	0.4	0.4	\$ 29,568	0.4	\$ 30,159	0.4	\$ 30,159
Tranportation Coordinator	1.0	1.0	1.0	1.0	1.0	1.0	\$ 48,415	1.0	\$ 51,199	1.0	\$ 51,199
Total	5.6	5.6	5.6	5.6	5.6	5.6	340,270.0	5.6	348,801.0	5.6	348,801.0

Vacant or changes to position

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
15411 Council on Aging Salary									
15411 511000	Council on Aging FT Salary	\$ 227,630	\$ 222,499	\$ 276,911	\$ 258,908	\$ 264,019	\$ 264,019	\$ 5,111	2.0%
15411 511100	Council on Aging PT Salary	\$ 75,297	\$ 77,865	\$ 49,664	\$ 83,207	\$ 84,782	\$ 84,782	\$ 1,575	1.9%
15411 513000	Council on Aging Overtime	\$ 592	\$ 671	\$ 1,928	\$ 800	\$ 800	\$ 800	\$ -	0.0%
15411 514800	Council on Aging Longevity	\$ 650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
15411 515500	CDL Stipend	\$ 1,310	\$ 1,085	\$ 1,040	\$ 2,340	\$ 2,340	\$ 2,340	\$ -	0.0%
15411 517000	Council on Aging Health Ins	\$ 44,590	\$ 44,590	\$ 34,400	\$ 37,500	\$ -	\$ -	\$ (37,500)	-100.0%
15411 517800	Council on Aging Medicare	\$ 4,630	\$ 4,816	\$ 4,727	\$ 4,984	\$ -	\$ -	\$ (4,984)	-100.0%
15411 519900	Clothing Allowance	\$ 1,007	\$ -	\$ 772	\$ 1,495	\$ 1,495	\$ 1,495	\$ -	0.0%
TOTAL	Council on Aging Salary	\$ 355,705	\$ 351,526	\$ 369,442	\$ 389,234	\$ 353,436	\$ 353,436	\$ (35,798)	-9.2%
15412 Council on Aging Expense									
15412 524400	Council on Aging R&M Vehicles	\$ 4,736	\$ 8,853	\$ 5,705	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
15412 527200	COA Rental of Office Equipment	\$ 5,261	\$ 6,082	\$ 7,684	\$ 5,300	\$ 7,000	\$ 7,000	\$ 1,700	32.1%
15412 530000	COA Professional Services	\$ 350	\$ 2,777	\$ 5,000	\$ 6,100	\$ 6,400	\$ 6,400	\$ 300	4.9%
15412 534500	Council on Aging Postage Exp	\$ -	\$ -	\$ 25	\$ 250	\$ 250	\$ 250	\$ -	0.0%

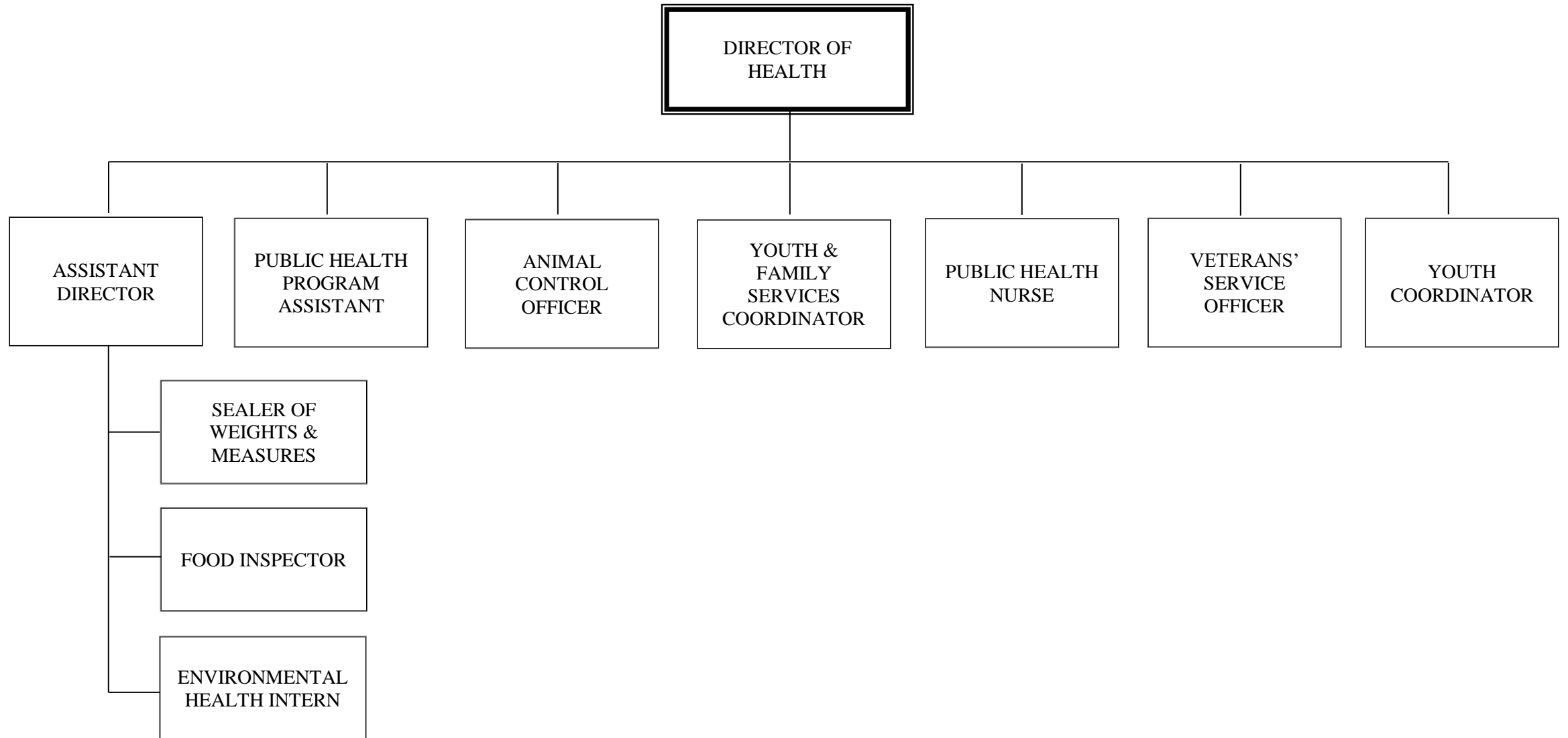
Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
15412 534600	COA Printing and Mailing Exp	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ -	0.0%
15412 542100	COA Office Supplies Expense	\$ 2,974	\$ 3,581	\$ 2,723	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%
15412 548000	COA Vehicle Supplies Expense	\$ 7,093	\$ 4,533	\$ 6,297	\$ 9,372	\$ 9,000	\$ 9,000	\$ (372)	-4.0%
15412 571000	COA In State Travel Expense	\$ 1,262	\$ 1,556	\$ 2,074	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
15412 573000	COA Dues and Memb Exp	\$ 1,249	\$ 955	\$ 1,062	\$ 1,100	\$ 1,275	\$ 1,275	\$ 175	15.9%
TOTAL	Council on Aging Expense	\$ 22,926	\$ 28,336	\$ 30,570	\$ 34,872	\$ 36,675	\$ 36,675	\$ 1,803	5.2%
TOTAL SALARIES		\$ 355,705	\$ 351,526	\$ 369,442	\$ 389,234	\$ 353,436	\$ 353,436	\$ (35,798)	-9.2%
TOTAL EXPENSES		\$ 22,926	\$ 28,336	\$ 30,570	\$ 34,872	\$ 36,675	\$ 36,675	\$ 1,803	5.2%
		\$ 378,631	\$ 379,862	\$ 400,012	\$ 424,106	\$ 390,111	\$ 390,111	\$ (33,995)	-8.0%
GRAND TOTAL		\$ 378,631	\$ 379,862	\$ 400,012	\$ 424,106	\$ 390,111	\$ 390,111	\$ (33,995)	-8.0%
								\$ (33,995)	



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HEALTH DEPARTMENT





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OVERVIEW:

Budget Overview:

	FY19	FY20	\$ Change	% Change	FY20 FTE
Total Salaries	\$ 458,632.00	\$ 418,192.00	\$ (40,440.00)	-8.8%	5.5
Total Expenses	\$ 185,291.00	\$ 177,133.00	\$ (8,158.00)	-4.4%	
Grand Total	\$ 643,923.00	\$ 595,325.00	\$ (48,598.00)	-7.5%	

Submitted by: Wesley Chin

Summary of Program Responsibilities:

The Health Department has four divisions with the following primary responsibilities.

Environmental Health: Enforces state and local regulations to ensure that minimum standards are being met for food service establishments, housing, swimming pools, recreational camps, and subsurface sewage. Other responsibilities include investigations of foodborne illness, vector control (i.e. mosquito abatement, rodent education), and nuisance complaints (i.e. trash, noise, electric sanding, overgrown lawns, etc.).

Animal Care & Control: Investigates reports of animal cruelty, reviews animal based complaints (i.e. prolonged barking, leash law, bites), and inspects chicken coops, barns, exotic animals, and kennel facilities. Other duties include providing education about the care and cohabitation of domestic animals and wildlife and conducting enforcement and assessments for the off leash dog program.

Social Services: This division consists of three subdivisions: Youth and Family Services, Veteran Services, and Youth Commission. These entities work to provide social services (i.e. clinical consultations, connection to resources, and community education programs and activities for youth and adults) to residents across the age spectrum.

Administration: Provides essential administrative support resources for all divisions within the Health Department. Additional responsibilities include issuance of applications and permits related to food service, swimming pools, recreational camps, dumpsters, septic installations, and burials. Maintains call log and coordinates appropriate response.

FY19 Accomplishments:

- Creation and adoption of local *Regulations Regarding the Restriction of Adult Use Marijuana*.
- Coordinated public education seminars about adult use marijuana, rodent activity, and teen stress.
- Increased hours for Veteran Service Officer resulted in greater outreach and services to Belmont Veterans.
- Sharps disposal/container program policy change, offering free service to Belmont residents.

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

Personnel Detail

Position Classification	FTE	FTE	FTE	FTE	FTE	FTE	FY19	DEPT. REQ.	FY20	TAREC	FY20
	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>SAL</u>	<u>FY2020</u>	<u>SAL</u>	<u>FY2020</u>	<u>SAL</u>
Health Department											
Director	1.0	1.0	1.0	1.0	1.0	1.0	\$ 96,647	1.0	\$ 101,277	1.0	\$ 101,277
Assistant Health Director	1.0	1.0	1.0	1.0	1.0	1.0	\$ 77,389	1.0	\$ 76,378	1.0	\$ 76,378
Program Assistant	1.0	1.0	1.0	1.0	1.0	1.0	\$ 58,918	1.0	\$ 62,517	1.0	\$ 62,517
Social Worker	0.4	0.4	0.4	0.4	0.4	0.4	\$ 29,568	0.4	\$ 30,159	0.4	\$ 30,159
Youth Coordinator	0.5	0.5	0.5	0.5	0.5	0.5	\$ 25,737	0.5	\$ 28,642	0.5	\$ 28,642
Environmental Health Intern (Summer)						0.1	\$ 4,500	0.1	\$ 4,500	0.1	\$ 4,500
Animal Control Officer	1.0	1.0	1.0	1.0	1.0	1.0	\$ 60,491	1.0	\$ 61,701	1.0	\$ 61,701
Veterans Officer	0.5	0.5	0.5	0.5	0.5	0.5	\$ 28,660	0.5	\$ 40,047	0.5	\$ 40,047
Total	5.4	5.4	5.4	5.4	5.4	5.4	381,909.9	5.5	405,221.0	5.5	\$ 405,221

Vacant or changes to position

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2020</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADJ. BUDGET</u>	<u>DEPT. REQ.</u>	<u>TA RECOMM</u>		
12921 Animal Care & Control Of									
12921 511000	Animal Control FT Salary	\$ 40,705	\$ 57,612	\$ 59,304	\$ 60,491	\$ 61,701	\$ 61,701	\$ 1,210	2.0%
12921 513000	Animal Control Overtime Salary	\$ 553	\$ 723	\$ 843	\$ 750	\$ 750	\$ 750	\$ -	0.0%
12921 517800	Animal Control Medicare	\$ 818	\$ 842	\$ 869	\$ 887	\$ -	\$ -	\$ (887)	-100.0%
12921 519900	Animal Control Uniform Allow	\$ 581	\$ 650	\$ 423	\$ 650	\$ 650	\$ 650	\$ -	0.0%
TOTAL	Animal Care & Control Of	\$ 42,657	\$ 59,827	\$ 61,439	\$ 62,778	\$ 63,101	\$ 63,101	\$ 323	0.5%
12922 Animal Care & Control Officer									
12922 524400	Animal Control R&M Vehicles	\$ 1,921	\$ 1,864	\$ 97	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
12922 530000	Animal Ctrl Prof and Tech Svcs	\$ 1,767	\$ 2,153	\$ 1,827	\$ 2,930	\$ 2,930	\$ 2,930	\$ -	0.0%
12922 530500	Animal Control Prof Serv Vet	\$ 370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12922 533200	AC Mosquito Control Program	\$ 17,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
12922 548000	Animal Cont-Vehicle Supplies	\$ 36	\$ 740	\$ 622	\$ 750	\$ 750	\$ 750	\$ -	0.0%
12922 548900	Animal Control Vehicle Sup Gas	\$ 859	\$ 1,402	\$ 1,104	\$ 1,545	\$ 1,545	\$ 1,545	\$ -	0.0%
12922 558900	Animal Control Other Expense	\$ 394	\$ 600	\$ -	\$ 600	\$ 600	\$ 600	\$ -	0.0%
12922 571000	Animal Ctrl In State Travel	\$ 286	\$ 81	\$ 101	\$ 500	\$ 500	\$ 500	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
12922 573000	Animal Ctrl Dues and Memb Exp	\$ -	\$ 10	\$ 49	\$ 50	\$ 50	\$ 50	\$ -	0.0%
TOTAL	Animal Care & Control Of	\$ 22,884	\$ 6,850	\$ 3,800	\$ 7,875	\$ 7,875	\$ 7,875	\$ -	0.0%
15101 Health Department Salary									
15101 511000	Health Department FT Salary	\$ 214,688	\$ 230,395	\$ 255,119	\$ 272,954	\$ 279,277	\$ 279,277	\$ 6,323	2.3%
15101 511100	Health Department PT Salary	\$ 34,544	\$ 29,314	\$ 14,375	\$ 27,091	\$ 33,142	\$ 33,142	\$ 6,051	22.3%
15101 513000	Health Department OT Salary	\$ 1,662	\$ 1,485	\$ 1,518	\$ 1,750	\$ 1,750	\$ 1,750	\$ -	0.0%
15101 514800	Health Department Longevity	\$ 600	\$ 675	\$ 725	\$ 725	\$ 875	\$ 875	\$ 150	20.7%
15101 517000	Health Department Health Ins	\$ 44,590	\$ 44,590	\$ 45,700	\$ 49,400	\$ -	\$ -	\$ (49,400)	-100.0%
15101 517800	Health Department Medicare	\$ 3,596	\$ 3,789	\$ 3,920	\$ 4,256	\$ -	\$ -	\$ (4,256)	-100.0%
TOTAL	Health Department Salary	\$ 299,679	\$ 310,249	\$ 321,357	\$ 356,176	\$ 315,044	\$ 315,044	\$ (41,132)	-11.5%
15102 Health Department Expense									
15102 530000	HD Prof and Tech Services	\$ 39,871	\$ 135	\$ 344	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
15102 530017	Public Health Nurse Salary	\$ -	\$ 34,090	\$ 35,763	\$ 38,094	\$ 38,856	\$ 38,856	\$ 762	2.0%
15102 530018	Sealer of Weights & Measures	\$ -	\$ 2,420	\$ 2,492	\$ 6,262	\$ 6,262	\$ 6,262	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	<u>\$ Chg.</u>	<u>% Chg.</u>
15102 530019	Food Establishment Inspections	\$ -	\$ 8,810	\$ 9,140	\$ 10,000	\$ 7,500	\$ 7,500	\$ (2,500)	-25.0%
15102 530020	Nursing Services	\$ -	\$ 1,181	\$ 790	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
15102 530600	Health Data Processing Expense	\$ 502	\$ 260	\$ 464	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
15102 531700	HD Prof Serv Employee Training	\$ 479	\$ 125	\$ 613	\$ 600	\$ 600	\$ 600	\$ -	0.0%
15102 533200	Mosquito Control Program	\$ -	\$ 17,700	\$ 18,054	\$ 18,560	\$ 19,139	\$ 19,139	\$ 579	3.1%
15102 534700	Health Dept Printing Expense	\$ 965	\$ 703	\$ 942	\$ 650	\$ 650	\$ 650	\$ -	0.0%
15102 542100	Health Dept Office Supp Exp	\$ 847	\$ 677	\$ 877	\$ 750	\$ 750	\$ 750	\$ -	0.0%
15102 548000	Health Dept Vehicle Supp Exp	\$ 1,152	\$ 622	\$ 132	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
15102 550000	Health Dept Medical Supp Exp	\$ 1,630	\$ 2,054	\$ 1,227	\$ 2,200	\$ 2,200	\$ 2,200	\$ -	0.0%
15102 558926	Flu Vaccine Purchases	\$ -	\$ 4,900	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
15102 571000	HD In State Travel Expense	\$ 2,387	\$ 1,243	\$ 3,451	\$ 2,700	\$ 2,700	\$ 2,700	\$ -	0.0%
15102 573000	Health Dept Dues and Memb Exp	\$ 797	\$ 799	\$ 803	\$ 1,100	\$ 1,100	\$ 1,100	\$ -	0.0%
TOTAL	Health Department Expens	\$ 48,629	\$ 75,718	\$ 75,092	\$ 92,816	\$ 91,657	\$ 91,657	\$ (1,159)	-1.2%
15103 Health Department Capital									
15103 587100	HD Cap Outlay Repl Off Eq Exp	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ADJ. BUDGET</u>	<u>FY2020</u> <u>DEPT. REQ.</u>	<u>FY2020</u> <u>TA RECOMM</u>	\$ Chg.	% Chg.
TOTAL	Health Department Capita	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	15431 Veterans' Services Salary								
15431 511100	Veterans Scv's Part Time Sal	\$ 19,146	\$ 25,589	\$ 27,026	\$ 39,262	\$ 40,047	\$ 40,047	\$ 785	2.0%
15431 517800	Medicare	\$ 274	\$ 365	\$ 392	\$ 416	\$ -	\$ -	\$ (416)	-100.0%
TOTAL	Veterans' Services Salar	\$ 19,420	\$ 25,954	\$ 27,418	\$ 39,678	\$ 40,047	\$ 40,047	\$ 369	0.9%
	15432 Veterans' Services Expense								
15432 542100	Veteran Svcs Office Supplies	\$ 269	\$ 150	\$ 133	\$ 150	\$ 150	\$ 150	\$ -	0.0%
15432 558921	Vet Serv Recipient & Oth Misc	\$ 55,192	\$ 32,268	\$ 29,298	\$ 77,100	\$ 68,101	\$ 68,101	\$ (8,999)	-11.7%
15432 558922	Vet Scvs Town Celebrations	\$ 2,671	\$ 2,661	\$ 2,252	\$ 3,250	\$ 3,250	\$ 3,250	\$ -	0.0%
15432 558923	Vet Scvs U S Flags	\$ 1,620	\$ 1,512	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ -	0.0%
15432 558924	Vet Scvs Grave Markers & Misc	\$ -	\$ 850	\$ 203	\$ 800	\$ 800	\$ 800	\$ -	0.0%
15432 571000	Veterans In State Travel Exp	\$ 949	\$ 994	\$ 903	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%
15432 573000	Veterans Dues and Memb Exp	\$ 35	\$ 180	\$ 135	\$ 200	\$ 200	\$ 200	\$ -	0.0%
TOTAL	Veterans' Services Expense	\$ 60,737	\$ 38,614	\$ 34,723	\$ 84,600	\$ 75,601	\$ 75,601	\$ (8,999)	-10.6%

Town of Belmont - Town Administrator's Fiscal Year 2020 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ADJ. BUDGET</u>	<u>FY2020 DEPT. REQ.</u>	<u>FY2020 TA RECOMM</u>	\$ Chg.	% Chg.
15422 542100	Youth Scvs Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	#DIV/0!
	TOTAL SALARIES	\$ 361,756	\$ 396,030	\$ 410,214	\$ 458,632	\$ 418,192	\$ 418,192	\$ (40,440)	-8.8%
	TOTAL EXPENSES	\$ 132,251	\$ 121,182	\$ 113,615	\$ 185,291	\$ 175,133	\$ 177,133	\$ (8,158)	-4.4%
	TOTAL OAOVERLAY	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
		\$ 495,506	\$ 518,712	\$ 523,829	\$ 643,923	\$ 593,325	\$ 595,325	\$ (48,598)	-7.5%
GRAND TOTAL		\$ 495,506	\$ 518,712	\$ 523,829	\$ 643,923	\$ 593,325	\$ 595,325	\$ (48,598)	-7.5%
								\$ (48,598)	



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Town of Belmont - Town Administration's Fiscal Year 2020 Budget Recommendation

DEBT SERVICE

OVERVIEW:

FY19 Budget	FY20 Budget	\$ Change	% Change
\$ 4,737,401.00	\$ 11,587,805.00	\$ 6,850,404.00	144.6%

The primary purpose of this allotment is to finance the debt service on all Town issued bonds with the exception of the Belmont Municipal Light Department (BMLD), which is managed by the Board of Selectmen acting as the Light Board. Improvements to the electrical system, including the future substation on Flanders Rd. are funded through the Light Department budget. However, the bonds issued for the substation project are issued by the Town of Belmont.

In addition, principal and interest costs for water and sewer projects are budgeted within the water and sewer enterprise funds.

The funds budgeted in these costs cover debt service on a wide variety of projects, most all of which were approved by the voters as a part of debt exclusion overrides.

PROJECTS:

The following is a list of major projects that the Town is currently carrying debt for:

- o Wellington Elementary School construction
- o Beech Street Center construction
- o Belmont Center Fire Station construction
- o Belmont Fire Headquarters Station construction
- o Town Hall Complex renovation
- o Belmont Center Reconstruction Project
- o Belmont High School Fire Alarm
- o Underwood Pool
- o Public Safety Radio System
- o Public Works /Police Station Facilities Renovation
- o Belmont High School Construction Project

RE-FINANCING:

Debt is managed in the Town Treasurer's Office who has the authority to re-finance Town debt. When it is in the best interest of the Town, the Treasurer has used this authority to re-finance current debt to achieve significant savings on several projects.

MATURING BONDED DEBT:

This allotment covers the cost of the principle payments on the Town's existing bonded debt with the exception of the Municipal Light Department, which budgets the debt service in the rate. The FY19 Budget for Principle Debt payments is \$3,277,134, which reflects the new debt issues for the Belmont High School Fire Alarm System and Public Safety Communication System.

INTEREST ON BONDS:

This allotment covers the cost of interest payments on the Town's existing bond debt. The interest that the Town pays on its debt is determined primarily by the market conditions and the supply of bonds at the time of issue, the maturity schedule of the issue and the Town's credit ratings. The FY19 Budget Interest on bonds is \$1,387,767.

INTEREST ON TEMPORARY BORROWING:

This allotment covers the interest cost for short-term borrowing that the Town incurs on occasion prior to issuing permanent debt and is budgeted at \$72,500.



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Town of Belmont - Town Administration's Fiscal Year 2020 Budget Recommendation

State Assessments and Charges

FY19	FY20	\$ Change	% Change
\$ 1,795,890.00	\$ 1,887,013.00	\$ 91,123.00	5.1%

The Annual State Aid amounts include charges assessed by the State for various activities. The State Aid Assessments and Charges for FY20 total \$1,887,013 and are described below. These are estimates contained in the Governor's proposed Budget which reflect a 5.1% increase from FY19. Adjustments to these amounts may be made later in the State budget process.

Air Pollution Districts – This charge assesses municipalities for a portion of the costs incurred by the Department of Environmental Protection in monitoring air pollution levels and enforcing air quality standards at industrial, commercial, and institutional facilities.

Each municipality's share of the assessments is apportioned 50% on population and 50% on EQVs.

The Executive Office of Energy and Environmental Affairs oversee the Commonwealth's six environmental, natural resource and energy regulatory agencies. The overall mission of the Executive Office is to safeguard public health from environmental threats and to preserve, protect, and enhance the natural resources of the Commonwealth. FY20 Budget estimated to be \$11,834.

Metropolitan Area Planning Council - The Metropolitan Area Planning Council (MAPC) is a regional planning agency serving the people who live and work in the 101 cities and towns of Metro Boston. MAPC's mission is to promote smart growth and regional collaboration.

The charge assesses municipalities in order to finance a Metropolitan Boston area-planning district to promote urban planning and respond to the common urban problems of Boston and outlying municipalities. Total assessment is apportioned among communities based on the community's share of the total district population. The FY20 Budget estimate is \$13,700.

RMV Non-Renewal Surcharge – This charge reimburses the Registry of Motor Vehicles for "marking" a license or registration for non-renewal due to non-payment of parking violations, motor vehicle excise, and abandoned vehicle costs. The FY20 Budget estimate is \$36,780.

The **Massachusetts Bay Transportation Authority** often referred to as the **MBTA** or **The T**, is the public operator of most bus, subway, commuter rail, and ferry routes in the greater Boston, Massachusetts area.

The MBTA is one of only two U.S. transit agencies that operates all of the five major types of terrestrial mass transit vehicles: regional (commuter) rail trains, "heavy" rapid transit (subway/elevated) trains, light rail vehicles (trolleys), electric trolleybuses, and motor buses.

The authority is also funded by passenger fares and formula assessments of the cities and towns in its service area (excepting those which are assessed for the MetroWest Regional Transit Authority). This charge is for services rendered to those cities and towns within the Authority, an assessment will be administered in order to maintain and operate regional public transportation.

Assessments are apportioned among communities based on weighted population shares of total district population. The FY20 Budget estimate is \$1,738,461.

Boston Metro. Transit District – This charge assesses municipalities for the administrative costs and charges incurred by the Boston Metropolitan Transit District, also known as the Metropolitan Transit Authority (MTA). The FY20 Budget estimate is \$538.



Town of Belmont - Town Administration's Fiscal Year 2020 Budget Recommendation

Tuition Assessments

Charter School Sending Tuition – This charge assesses the sending municipality or regional school district for pupils attending a charter school district.

October 1st enrollments and expected growth are used to calculate preliminary estimates for early local aid proposals for existing charter schools.

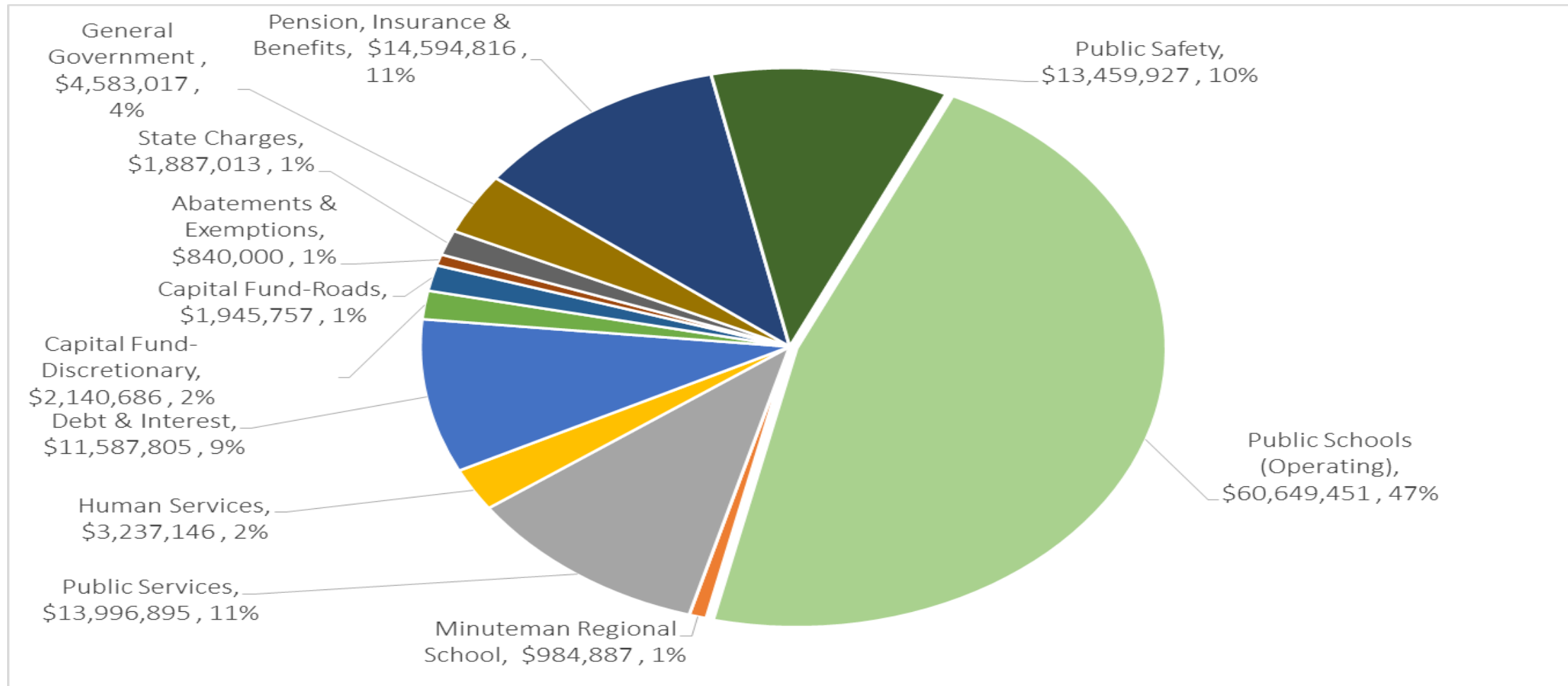
Projected enrollments as of March 15th are used to calculate subsequent local aid proposal estimates and final cherry sheet assessments. Rates may also change as better estimated spending data are finalized.

Special Education – This charge partially reimburses the State for providing special needs education to children reenrolled in State Hospital Schools.

School Choice Assessment – This charge is to assess the sending municipality school district for pupils attending another school district under school choice. The FY20 Budget estimate is \$51,860.



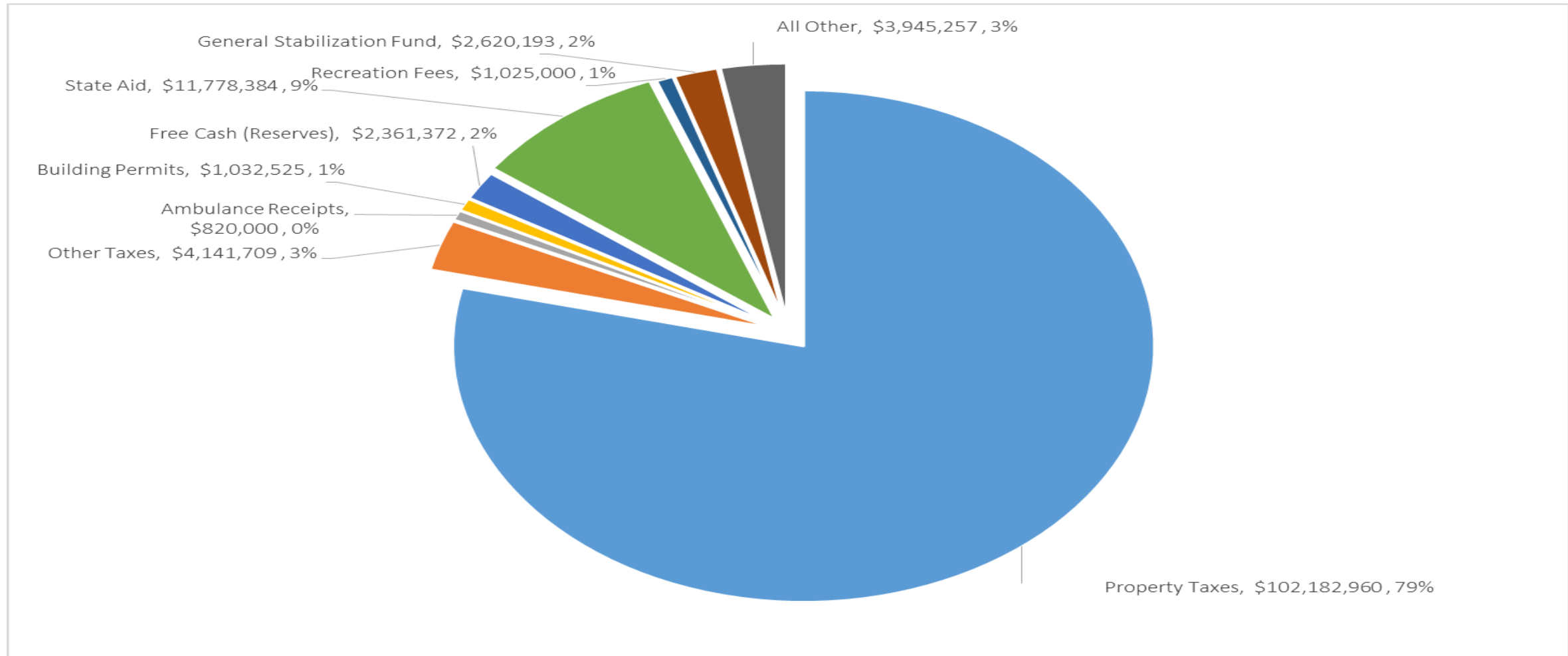
FY20 Expenditures by Function



TOTAL FY20 SUBMITTED BUDGET \$129,907,400



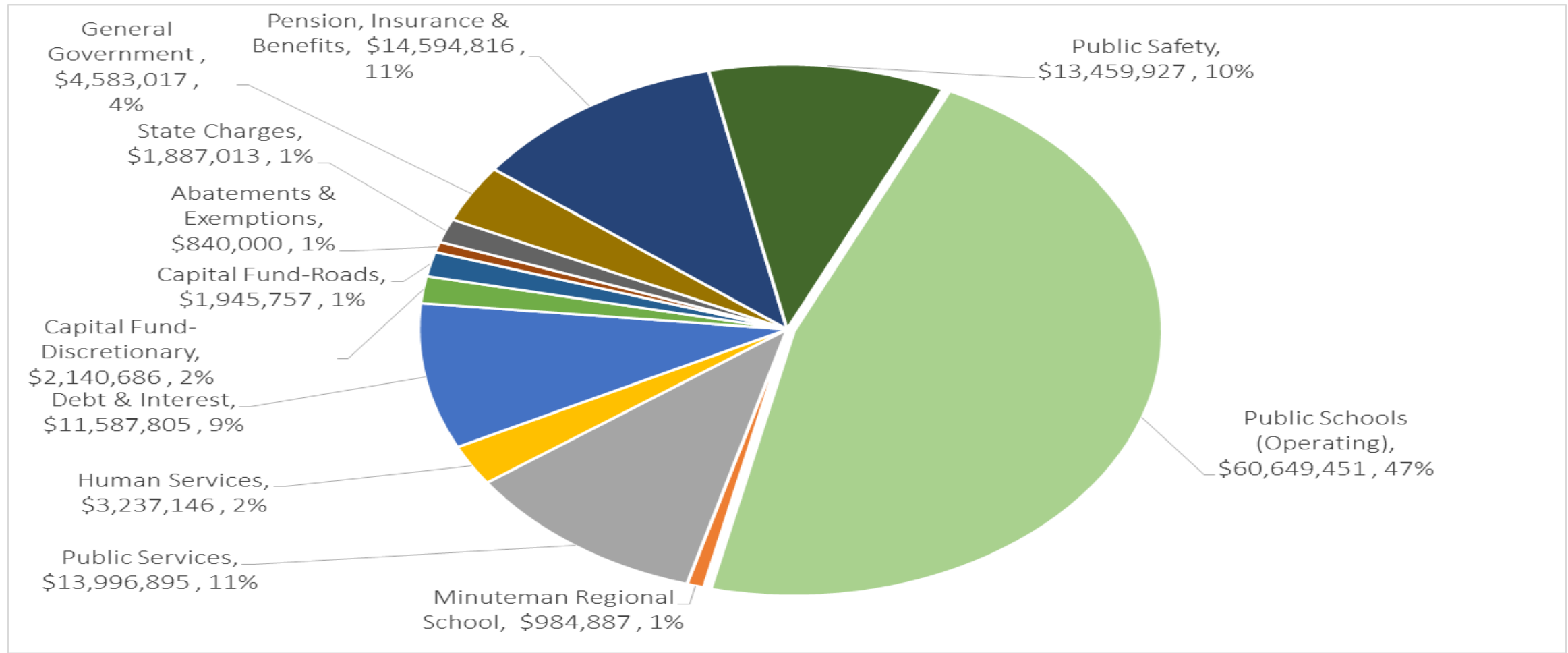
FY20 Total Revenues



TOTAL FY20 SUBMITTED REVENUES \$129,907,400



FY20 Total Expenditures



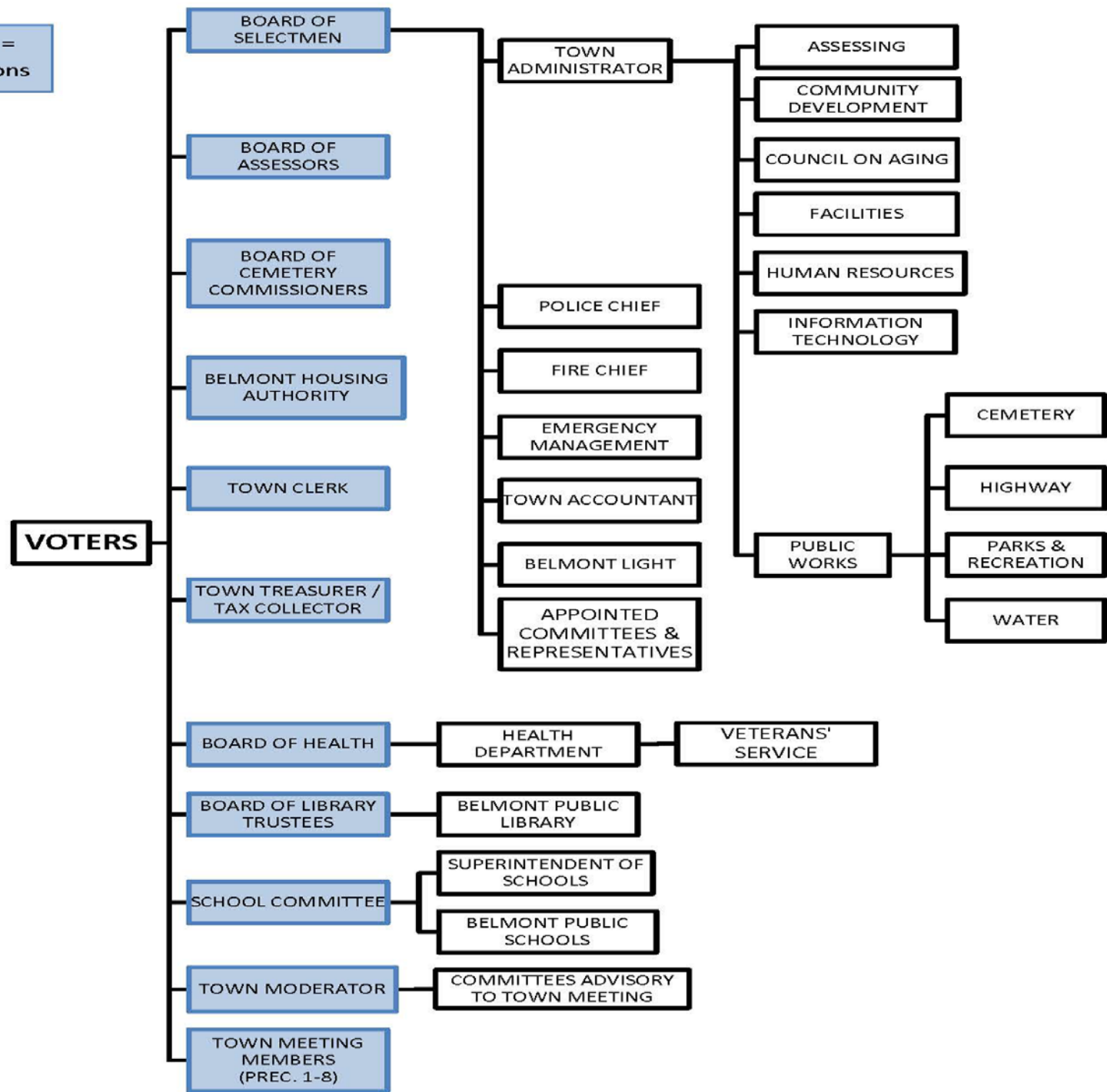
TOTAL FY20 SUBMITTED EXPENDITURES \$129,907,400



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Town of Belmont Organizational Chart

Legend:
 Shaded boxes =
 Elected Positions





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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.



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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 Board of Selectmen 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 Board of Selectmen must be



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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.

FY18 Actual - FY18 actual numbers provided by departments based on the departments' internal tracking methods.

FY19 Budget - Numbers stated in the FY19 budget document as the FY19 proposed figure for the performance measure. An "n/a" indicates a new measure or one previously not budgeted.

FY19 Projected - Estimate of what will be achieved in FY19 based on year-to-date performance.

FY20 Budget - Estimated FY20 performance set by the departments.

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 Board of Selectmen 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.



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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 regulat

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.

Performance Based Budget - A budget that bases expenditures primarily upon measurable performance of activities and work programs. A performance budget may also incorporate other bases of expenditure classifications, such as character and object class, but these are secondary to activity performance.

Performance Measure - An instrument for determining the amount or degree a department or division executes an action or task; the degree of goal fulfillment achieved by programs.

Performance Standard - A statement of conditions that exists when a job is well done.

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.



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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 the Board of Selectmen.

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 Board of Selectmen 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.

Unit Cost - The cost required to produce a specific product or unit of service. For example, the cost of providing 100 cubic feet of water or the cost to sweep one mile of street.

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.