

You are invited to attend
Warrant Briefing
Thursday, May 23rd, 2019
at 7:30 PM

Beech Street Center
266 Beech Street

Opportunity to ask questions about
Warrant Articles
prior to
Annual Town Meeting
Segment B
Wednesday, May 29th

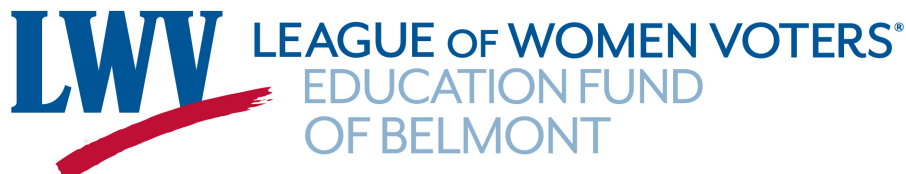
Town Officials and Department Heads
will be present to provide information

Laurie Slap
Chair of the Warrant Committee will preside

Cosponsored by:

the Warrant Committee

and the



INDEX OF WARRANT ARTICLES

| Segment | Article # | Title |
|---|-----------|--|
| A | 1 | Reports |
| A | 2 | Authorization to Represent the Town's Legal Interests |
| Amendments to Zoning By-Laws and Property | | |
| A | 3 | Amend Zoning By-Law: Inclusionary Housing -Section 6.10 |
| A | 4 | Amend Zoning By-Law: Single Residence B Zoning Districts |
| Amendments to General Bylaws | | |
| A | 5 | Amend General Bylaws 60-200 Animals and 600-205 Kennels |
| A | 6 | Amend General Bylaws: Gender Neutral Name Change, Board of Selectmen |
| A | 7 | Amend General Bylaws: Citizens' Petition- Gender Neutral Name Change, Board of Selectmen |
| Non-Binding Resolution | | |
| A | 8 | Non-Binding Resolution - Climate Action Plan |
| A | 9 | Non-Binding Resolution: Citizens' Petition - Right to Repair |
| Special Act of the Massachusetts Legislature | | |
| A | 10 | Change to the Moderator's Term of Office |
| CPA | | |
| A | 11 | FY20 Community Preservation Committee Budget & Projects |
| Financial and Budgetary | | |
| B | 12 | Salaries of Elected Officials |
| B | 13 | Enterprise Funds for Water, Sewer and Stormwater Services |
| B | 14 | Transfer Water Bond Premium to Water Main Project |
| B | 15 | MWRA I/I Local Financial Assistance Program- Phase VIII-X |
| B | 16 | Vote to De-Authorize Unissued Borrowing |
| B | 17 | Revolving Funds: Establish Expenditure Limitations |
| B | 18 | FY20 Budget Appropriation and Authorization To Transfer Balances to Fund the FY20 Budget |
| B | 19 | Appropriation to Other Post Employment Benefits (OPEB) Stabilization Fund |
| B | 20 | Authorization for FY19 Funds for Chapter 90 Highway Improvements |
| B | 21 | Authorization for FY20 Up-Front Funds For Chapter 90 Highway Improvements |
| B | 22 | Appropriation of Capital Expenditures |

Segment A Begins:

Belmont High School 7 PM, begins Monday, April 29, 2019

Segment B Begins:Belmont High School 7 PM, begins Wednesday, May 29, 2019



**TOWN OF BELMONT
WARRANT FOR 2018 ANNUAL TOWN MEETING
April 29, 2019
COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To any of the Constables of the Town of Belmont in said County:

Greetings:

In the name of the Commonwealth of Massachusetts you are required to notify and warn the Inhabitants of the Town of Belmont, qualified as the law requires to vote in elections and Town Affairs, to meet at the Belmont High School Auditorium on **MONDAY, APRIL 29, 2019, at 7:00 P.M.**, and to notify and warn the Town Meeting Members to meet and act at said time and place on the following Articles:

ARTICLE 1:

REPORTS

To hear the report of the Selectmen and other Town Officers, any Committee heretofore appointed and to act thereon.

This article accepts the reports of Town departments appearing in the Annual Town Report and allows the Board of Selectmen and other Town officers, boards and committees to report orally to the Town Meeting on appropriate matters not otherwise appearing on the Warrant. This article stays "on the table" throughout the Town Meeting to allow Town officials and committees to report at the call of the Moderator.

Majority vote required for passage.

ARTICLE 2:

AUTHORIZATION TO REPRESENT THE TOWN'S LEGAL INTERESTS

To see if the Town will authorize the Selectmen to bring and defend actions for and against the Town, to submit any such claims to arbitration and to enter into settlement on account of the same on behalf of the Town, as and when they deem it for the best interest of the Town to do so, or in any way act thereon.

This is a standard article that authorizes the Board of Selectmen to represent the Town's legal interests and to settle legal claims.

Submitted by the Board of Selectmen

The Board of Selectmen will report on this Article.

Majority vote required for passage.

ARTICLE 3:**AMEND ZONING BY-LAW:
INCLUSIONARY HOUSING -SECTION 6.10**

To see if the Town will vote to amend Section 6.10 of the Zoning By-Law, Inclusionary Housing, as follows:

A. In Section 6.10.4 1), 'Requirements', replace the number '40' with the number '20' as follows:

- 1) Residential Developments that result in six (6) or more new Housing Units shall provide Affordable Housing Units as outlined in the table below:

| Size of Residential Development | Percent of Affordable Housing Units Required for Residential Developments |
|--------------------------------------|---|
| 6 to 12 Housing Units | 10% |
| 13 to 40 <u>20</u> Housing Units | 12% |
| More than 40 <u>20</u> Housing Units | 15% |

B. In Section 6.10.4 2), delete the entire subsection and renumber the remaining subsections, accordingly:

- ~~2) Mixed Use Residential Developments that result in ten (10) or more new Housing Units shall provide the percent (10%) of the Housing Units within the subject Development as Affordable Housing Units.~~

3) **(2)** Where the calculation of Affordable Housing Units results in a fractional unit greater than one-half (.5), the fraction shall be rounded up to the next whole unit. Where the calculation results in a fractional unit less than or equal to one-half (.5), the fraction shall be rounded down to the next whole unit.

C. In Section 6.10.5, 'Cash Payment Option for For-Sale Affordable Units', delete both subsections 1) and 2) in their entirety and replace with the following:

6.10.5, Cash Payment Option for For-Sale Affordable Units

In exceptional circumstances, the Planning Board may allow the applicant for a Development of 6 or more for-sale new Housing Units to make a cash payment to the Affordable Housing Trust Fund in lieu of providing Affordable Housing Units required under this Section 6.10. Such cash payment shall be equal to no less than five percent (5%) of the total value of the Residential Development. In making its decision, the Planning Board shall seek a recommendation from the Belmont Housing Trust and consider such recommendation on this appeal.

Or in any way act thereon.

Submitted by the Planning Board and the Belmont Housing Trust

The Board of Selectmen, Planning Board and the Housing Trust will report on this Article.

Two-thirds vote required for passage.

ARTICLE 4:

AMEND ZONING BY-LAW:
SINGLE RESIDENCE B ZONING DISTRICTS

1. To see if the Town will vote to amend Section 1.5.4 of the Zoning By-Law, 'Nonconforming Single and Two-Family Residential Structures', by inserting the following provisions for the Single Residence B Zoning District and re-alphabetizing the remaining provision as follows:

B Single Residence B Zoning District

- (1) In the Single Residence B Zoning District, a nonconforming single- and two-family residential structure may be reconstructed, extended, altered, or structurally changed upon a determination by the Building Commissioner that such proposed reconstruction, extension, alteration, or structural change does not increase the nonconforming nature of said structure.**

The Building Commissioner may issue a Building Permit under any of the following circumstances:

- a) **An alteration to a structure which complies with all current setbacks, open space, lot coverage and building height. This clause shall apply-regardless of whether the lot complies with the current area and/or frontage requirements;**
- b) **An alteration to a structure which encroaches upon one or more required setbacks, where the alteration will comply with all current setbacks, open space, lot coverage and building height requirements. This clause shall apply regardless of whether the lot complies with the current area and/or frontage requirements;**

If the Building Commissioner determines that the proposed alteration or structural change does not meet any of the clauses listed above, a Special Permit shall be required from the Board of Appeals.

- (2) If the Building Commissioner determines that such proposed reconstruction, extension, alteration or structural change to the existing non-conforming structure:**
- a) **Increases the height in feet to the ridge or the number of stories; or,**
 - b) **Increases the gross floor area of the existing non-conforming structure by more than the lesser of thirty percent (30%) or 700 square feet, either as:**
 - i. **A standalone application, in and of itself, or**

- ii. When combined with the gross floor area added to the structure during the five-year period preceding the date of the pending application,

then the proposed alteration or structural change shall require a Special Permit from the Planning Board.

- (3) A nonconforming single- or two-family structure may be reconstructed after voluntary demolition if the building as reconstructed will be located on the same footprint as the original nonconforming structure, and will be no greater in volume, height in feet to the ridge, or gross floor area as the original nonconforming structure.

If the Building Commissioner determines that the proposed reconstruction would:

- a) cause the structure to exceed the volume, height to the ridge, or gross floor area of the original non-conforming structure or
- b) cause the structure to be located other than on the original footprint,

then a Special Permit shall be required from the Planning Board prior to such reconstruction.

- (4) The Planning Board may grant a Special Permit under this Section 1.5.4.C. (2) or (3) if it finds that the enlarged building:

- a) Is generally in harmony with the neighborhood;
- b) Will neither generate excessive traffic, parking, noise or density impacts on the abutters, nor create other detrimental effects on the neighborhood;
- c) Is appropriate in scale and mass for the neighborhood, and addresses topographic conditions to avoid the disproportionate distribution of bulk and mass, with particular consideration for the minimization of impacts upon abutting properties;
- d) Will not increase the existing nonconforming lot coverage, if it exists; and,
- e) Will not be substantially more detrimental than the existing nonconforming building to the neighborhood.

- (5) In making any Special Permit decision pursuant to this Section 1.5.4.C. (2) or (3), the Planning Board shall consider the following:

- a) Scale and design of the structure;
- b) The siting of the structure and driveway;
- c) Topographic conditions faced by Applicants, and the degree to which Applicants mitigate potential detrimental impacts upon abutters;
- d) Walkway, driveway and parking circulation;
- e) Exterior lighting;
- f) Open space and screening; and,
- g) Drainage.

(6) For the purposes of this Section 1.5.4.C., a nonconforming single- and two-family structure shall be defined as a single- and two-family structure on a lot that does not comply with the existing minimum lot area and/or frontage requirements and/or the single- and two-family structure encroaches or otherwise does not comply with one or more setbacks, open space, lot coverage or building height requirements.

An application for a Special Permit under this Section 1.5.4.C. shall comply with the procedures and requirements set forth in Section 7.4 of the Zoning By-Law.

2. To see if the Town will vote to amend Section 4.2.2, Linear Requirements for Residential Districts, for the SR-B as follows:
 - a. Under the 'Maximum Building Height, Feet' column, replace '36' with '30'; and,
 - b. Under subsection B. Height, by inserting "B and" in item '2' limiting the ridge to 34 feet:

| RESIDENTIAL DISTRICTS | MINIMUM SETBACK DIMENSIONS FEET | | | MAXIMUM BUILDING HEIGHT | |
|-----------------------|---------------------------------|------|------|-------------------------|---------|
| | Front | Side | Rear | Feet | Stories |
| SR-B | | | | | |
| ➤ Dwelling | 25 | 10 | 30 | 36 30 | 2½ |
| ➤ Other | 25 | 10 | 25 | 36 30 | 2½ |

B. Height

2. In the Single Residence **B and** C Districts, the height of a Dwelling or other structure shall not exceed 34 feet to the ridge. Notwithstanding the definition of 'Height' in Section 1.4, the height of a Dwelling or other structure with a flat roof shall not exceed 30 feet to the highest point of the roof.
3. To see if the Town will vote to amend Section 4.2.2, Linear Requirements for Residential Districts, subsection A. Setbacks, items '2' and '4' by inserting "B and", as follows:

A. Setbacks

2. In the Single Residence **B and** C Districts, the placement of ground-mounted outdoor mechanical and fuel storage equipment on a lot shall be subject to the following requirements:
 - a. Not within the front yard - The front yard is defined as the area between a line obtained by extending the front elevation of the dwelling to each of the sidelines of the lot and the front line of the lot;
 - b. Not within the required side or rear setbacks;
 - c. Not within at least 10'-0" of the front elevation; and,
 - d. Screened so that it is not visible from the street or adjacent properties.

4. Notwithstanding the front setback requirements listed in Section 4.2.2, the front setback for the Single Residence **B and C** District shall be the average of the front setbacks of the buildings on the lots contiguous thereto on either side. A vacant lot, a lot occupied by a building set back more than the required minimum, or an intersecting street shall be counted as though occupied by a building set back at that minimum.

Or in any way act thereon.

Submitted by the Planning Board

The Board of Selectmen and the Planning Board will report on this Article.

Two-thirds vote required for passage.

ARTICLE 5: AMEND GENERAL BYLAWS § 60-200 ANIMALS and 60-205 KENNELS

To see if the Town will vote to amend Article 2 of the General Bylaws (Animals), §§ 60-200J and § 60-205B(10), as set forth below (new text in red, text to be deleted in strikethrough).

§ 60-200-J.

- J. Violations of this section shall be disposed of, in the discretion of the Board of Health, either in the manner provided in § ~~40-220E~~ or, if applicable, pursuant to the provisions of MGL c. 140, § 173A. For all violations of this section other than violations of the licensing subsections, a noncriminal citation will be issued on the following schedule: first offense, ~~written warning~~ **\$50**; second offense, ~~\$25~~ **\$100**; third ~~offense, \$300~~ **fourth** and each succeeding offense occurring within a twelve-month period, ~~\$50~~ **\$500**. Any violation of the licensing subsections shall result in a fine of \$50 per such violation and, for violations continuing 30 days past licensing deadlines, an additional fine of \$100 per such violation. ~~The fines specified in this subsection shall be in lieu of the schedule of fines specified in MGL c. 140, § 173A.~~

§ 60-205-B.(10)

- (10) ~~Except as otherwise provided in this subsection, any~~ **Any** violation of this section shall result in a fine of ~~\$50~~ **\$500 for a first offense, and a fine of [\$1,000] for a second or subsequent offense.** per such violation and, for violations continuing 30 days past licensing deadlines, an additional fine of \$100 per such violation. A person maintaining a kennel after the kennel license therefor has been revoked, or while such kennel license is suspended, shall be punished by a fine of not more than \$250. Violations shall be administered in accordance with the provisions of MGL c. 140, §§ ~~173A~~ **137A-137C**.

Or in any way act thereon.

Summary: The Legislature amended the provisions of MGL c. 140, § 173A in 2018 to specify that the fine schedule set forth in the amendment to § 60-200-J, above, is the minimum amount that a city or town may specify in its bylaws for violations of its animal control bylaws (other than licensing). See Chapter 219 of the Acts of 2018, § 219. The special act also specified a minimum fine of \$500 for first violations of the kennel licensing bylaw, with a maximum of \$1,000 for second and subsequent offenses. The amendments proposed above are to bring the Town's General Bylaws into conformity with the General Laws, as amended.

Submitted by the Board of Selectmen

The Board of Selectmen, Board of Health, Warrant Committee and the Bylaw Review Committee will report on this Article.

Majority vote required for passage.

ARTICLE 6:

**AMEND GENERAL BYLAWS:
GENDER NEUTRAL NAME CHANGE, BOARD OF SELECTMEN**

To see if the Town will vote to amend the General Bylaws by changing the words "Selectmen" and "Board of Selectmen" to "Select Board" wherever they appear, and to make such other changes as are necessary to make any references to said board gender-neutral, or take any other action relative thereto, to take effect following the 2020 Annual Town Election.

This article is submitted by the Board of Selectmen to change the word "Selectmen" to "Select Board". This was submitted as a Citizen Petition but the Board voted to sponsor this article at their April 1, 2019 meeting.

Submitted by the Board of Selectmen

The Board of Selectmen and the Warrant Committee will report on this Article.

Majority vote required for passage.

ARTICLE 7:

**AMEND GENERAL BYLAWS: CITIZEN PETITION –
GENDER NEUTRAL NAME CHANGE, BOARD OF SELECTMEN**

To see if the Town will vote to amend the General Bylaws by changing the words "Selectmen" and "Board of Selectmen" to "Select Board" wherever they appear, and to make such other changes as are necessary to make any references to said board gender-neutral, or take any other action relative thereto, to take effect following the 2020 Annual Town Election.

This article is submitted in the exact form as provided by the Citizens.

Submitted by Precinct 8 Town Meeting Members Natalie Leino and Marty Bitner

The Board of Selectmen, the Bylaw Review Committee and the petitioners will report on this Article.

Majority vote required for passage.

ARTICLE 8:

**NON-BINDING RESOLUTION:
CLIMATE ACTION PLAN**

To see if the Town will vote to adopt the following resolution:

A Resolution to move Belmont toward achieving its Carbon Emission Reduction objectives.

WHEREAS climate change is real, caused by humans, and affirmed by overwhelming scientific evidence.

WHEREAS climate change has already wrought devastating impacts, here and around the globe.

WHEREAS if unchecked, climate change will fundamentally undermine the stability of human societies and natural systems.

WHEREAS there is no credible path to a safe climate that includes new fossil fuel infrastructure.

WHEREAS local, state, and national economies are rapidly transitioning to 100% carbon-free energy.

WHEREAS a just transition to 100% carbon-free energy will create millions of high-quality, family-sustaining jobs.

WHEREAS Belmont's 2009 Special Town Meeting approved a resolution establishing the goal of reducing carbon emissions in Belmont by 80% by the year 2050 and authorized the creation of the Belmont Energy Committee to implement that objective.

WHEREAS Belmont's Energy Committee in its 2016 update of the Belmont carbon emission inventory reported that Belmont is now reducing its carbon emissions but not at a rate that is sufficient to achieve the Town Meeting-approved goal.

WHEREAS Belmont's Energy Committee in its 2018 "Roadmap for Achieving Our Climate Action Plan" addressed how to achieve the Town Meeting-approved objective of reducing carbon emissions by 80% by the year 2050 through a process of "strategic electrification."

WHEREAS Belmont's Energy Committee in its 2018 "Roadmap for Achieving Our Climate Action Plan" found that strategic electrification in Belmont would accomplish the Town's Climate Action Goals by achieving the following penetration of clean energy uses: (1) 50% of new vehicle purchases are electric by 2030; (2) 50% of new or replacement heating systems are electric heat pumps by 2025 (for replacement of oil fired heating systems) or 2032 (for replacement of natural gas fired heating systems); and (3) Belmont Light's electricity is completely carbon free by 2022.

WHEREAS Belmont's Energy Committee, in its 2018 "Roadmap," reported that "The electricity grid as a whole will need to continue to move toward carbon-free sources in order to support the transition to a carbon-free economy. By moving its electricity consumption to carbon-free sources as quickly as possible, Belmont can and should be a leader in this transition."

WHEREAS Belmont's Energy Committee, in its 2018 "Roadmap," proposed that the carbon free goal can be achieved by having "the fraction of carbon-free electricity increasing annually until this goal is reached."

WHEREAS Belmont's Energy Committee, in its 2018 "Roadmap," reported that "The carbon-free nature of Belmont's electricity will be ensured through acquisition of the necessary clean energy credits under the Massachusetts Clean Energy Standard. This standard allows credit to be claimed for low-carbon electricity either produced within New England or directly delivered to it. Acquisition of such credits is an essential mechanism to ensure that carbon-free electricity is properly accounted for and not counted twice by different consumers."

WHEREAS, Belmont's Energy Committee, in its 2018 "Roadmap," reported further that "local generation of carbon-free electricity (e.g. from solar) could also play a role in satisfying some of Belmont's demands

for carbon-free electricity, provided that the clean energy credits arising from that generation are retained by the town or its residents.”

WHEREAS Belmont Light’s Power Supply Policy, last amended in November 2018, provides that “regarding particular power sources and RECs, Belmont Light should seek out competitively priced renewable and non-carbon emitting energy sources in New England and surrounding regions to add to its supply portfolio consistent with [a] layered and staggered policy approach.”

NOW, THEREFORE, BE IT RESOLVED that Belmont’s Town Meeting endorses the Energy Committee’s Roadmap recommendation for pursuing Strategic Electrification with its goals and timelines regarding electric vehicles and heating system replacements.

BE IT FURTHER RESOLVED that Belmont’s Town Meeting further endorses a Belmont Light goal of 100% carbon-free electricity as soon as is feasible consistent with a modest rate impact.

This Resolution builds on action taken by Special Town Meeting in 2009 approving a goal seeking to have Belmont reduce its carbon emissions by 80% by the year 2050. The most recent emissions inventory performed by the Belmont Energy Committee found that while Belmont is, for the first time ever, reducing its carbon emissions, it is doing so at a rate insufficient to meet the Town Meeting-approved goal. This Resolution asks Town Meeting to approve the “Roadmap for Achieving Our Climate Action Plan,” developed by the Energy Committee, to achieve the 80% reduction objective. The Resolution further asks Town Meeting to approve, as part of that Roadmap, a Belmont Light goal of moving to a 100% carbon-free electricity supply as soon as is feasible consistent with a modest rate impact.

Submitted by Board of Selectmen

The Board of Selectmen and the Energy Committee will report on this Article.

Nonbinding - Majority vote required for passage.

ARTICLE 9:

**NON-BINDING RESOLUTION:
CITIZEN PETITION- RIGHT TO REPAIR**

To see if the Town will vote to adopt the following, non-binding resolution to read:

RESOLVED by the Town Meeting, Town of Belmont, Massachusetts

WHEREAS the citizens of Town of Belmont are increasingly dependent on software-driven devices, from consumer goods like laptop computers and smartphones to household appliances;

WHEREAS, citizens of Town of Belmont want the products that manufacturers make and sell in Belmont to be long-lived and to keep working;

WHEREAS, citizens of Town of Belmont wish to be able to repair and maintain the objects they own themselves or to repair them via an agent such as a friend, acquaintance or independent repair professional;

WHEREAS small repair businesses are essential to the economy of Town of Belmont, providing

services directly to neighbors, supporting a healthy, sustainable economy, and allowing a wide variety of important electronics to stay in working order;

WHEREAS, manufacturers may- and frequently do refuse to make available to owners and independent repair professionals the parts, tools, repair software, technical ("service") manuals or software ("firmware") access needed to fix those products;

WHEREAS, purchasers of goods should decide how and where the goods they own are fixed, and local businesses and individuals should be empowered to carry out those repairs;

RESOLVED that Town of Belmont:

SUPPORTS statewide protection and restoration of the "right to repair," currently introduced in the Massachusetts House of Representatives as Bill H.218 and the Massachusetts Senate as Senate Bill 107."

This article is submitted in the exact form as provided by the Citizens.

Submitted by Paul Roberts, Town Meeting Member Precinct 8

The Board of Selectmen and the petitioners will report on this Article.

Nonbinding – Majority vote required for passage.

ARTICLE 10:

**SPECIAL ACT OF THE MASSACHUSETTS LEGISLATURE:
CHANGE TO THE TOWN MODERATOR'S TERM OF OFFICE**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact legislation to change the term of office of the Belmont Town Moderator substantially in the form below, and further to authorize the selectmen to approve amendments to the bill before enactment by the General Court which shall be within the scope of the general public objectives of the petition.

CHAPTER___AN ACT TO CHANGE THE TERM OF OFFICE OF THE BELMONT TOWN
MODERATOR FROM ONE TO THREE YEARS

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Section 6 of chapter 302 of the acts of 1926 is hereby amended by striking out the first sentence and inserting in place thereof the following sentence: A moderator shall be elected by ballot for a term of three years beginning at the annual town election in the year two thousand and twenty-one, and at every third annual town election thereafter.

SECTION 2. This act shall take effect upon its passage.

Or in any way act thereon.

Summary: This article would authorize a "home rule" petition to the Legislature for an amendment to the Town's Representative Town Meeting Act in order to change the Moderator's term of office

from one to three years. As proposed, this change would take effect in 2021, with the result that, at each annual town election, either the Town Clerk, the Town Treasurer or the Moderator would be on the ballot for a 3-year term.

Submitted by the Board of Selectmen

The Board of Selectmen will report on this Article.

Majority vote required for passage.

ARTICLE 11:

FY20 COMMUNITY PRESERVATION COMMITTEE BUDGET & PROJECTS

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the FY2020 Community Preservation budget and, pursuant to the recommendations of the Community Preservation Committee summarized in the table below, to appropriate from the Community Preservation Fund, or to reserve amounts in the Community Preservation Fund for future appropriations, for the administrative expenses of the Community Preservation Committee for FY2020; for the acquisition, creation and preservation of open space - including land for recreational use; for the acquisition, preservation, rehabilitation and restoration of historic resources; and for the creation, preservation and support of community housing, or in any way act thereon.

| Amount | Project Name | Funding Source |
|----------------|---|-------------------------|
| \$66,250.00 | Restoration of the Tower Clock at the First Church in Belmont | Historic Preservation |
| \$787,575.10 | Belmont Police Station | Historic Preservation |
| \$100,000.00 | Town Hall Complex Slate Roof | Historic Preservation |
| \$1,000,000.00 | Community Path Phase 1b (Brighton Street to Clark Street Bridge) Design | Open Space & Recreation |
| \$60,000.00 | Town Field Playground Restoration | Open Space & Recreation |
| \$90,000.00 | Payson Park Music Festival Bandstand | Open Space & Recreation |
| \$20,000.00 | Clay Pit Pond Preservation and Restoration of Vegetation | Open Space & Recreation |
| \$25,400.00 | Rock Meadow Habitat Preservation: Control of Non-Native & Invasive Vegetation | Open Space & Recreation |

This article is a standard article that appropriates funds to support the operations of the Town's Community Preservation Committee and its approved projects. The Community Preservation Fund receives revenues from a 1.5% property tax surcharge to fund the program. The state provides limited matching grant funds to the Town based on the surcharge collections.

Submitted by the Community Preservation Committee

The Board of Selectmen, Community Preservation Committee, Warrant Committee, and Capital Budget Committee will report on this Article.

Majority vote required for passage.

ARTICLE 12:
SALARIES OF ELECTED OFFICIALS

To see if the Town will vote to fix the salary and compensation of each and all the elected officers of the Town, appropriate a sum of money for that purpose, determine how the same shall be raised, or in any way act thereon.

| Elected Officials of the Town | Salary |
|--------------------------------------|----------------|
| Town Moderator | \$450 |
| Chair of the Board of Selectmen | \$5,000 |
| Selectmen (2) | \$4,500 (each) |
| Town Clerk | \$102,025 |
| Town Treasurer | \$106,566 |
| Chair of the Board of Assessors | \$3,030 |
| Assessors (2) | \$2,200 (each) |

This is a standard article to comply with the provision in M.G.L. c. 41, § 108 requiring the compensation levels of all elected officers to be fixed at the Annual Town Meeting, and to appropriate the funds necessary for FY20. Please note that Town Meeting establishes and appropriates the compensation of other municipal employees under Article 15. The Town Clerk and The Town Treasurer salaries include a three percent (3%) COLA increase over FY2019.

Submitted by the Board of Selectmen

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage.

ARTICLE 13: ENTERPRISE FUNDS FOR WATER AND SEWER AND STORMWATER SERVICES

To see if the Town will vote to appropriate a sum of money from the accounts classified as an "Enterprise Fund", pursuant to Chapter 44, Section 53F½ of the General Laws for water service, and for sewer and stormwater service, or in any way act thereon.

This is a standard article to appropriate funds to support the operations of the Town's water and sewer functions from enterprise funds that receive revenues from user fees. Enterprise funds are entirely self-supporting from user fees and do not receive any funding from property taxes.

Submitted by the Board of Selectmen

The Board of Selectmen, Warrant Committee and Capital Budget Committee will report on this Article.

Majority vote required for passage (two-thirds if borrowing).

ARTICLE 14: TRANSFER WATER BOND PREMIUM TO WATER MAIN PROJECT

To see if the Town will vote to appropriate and transfer the sum of \$86,398.00, received as a premium from the sale of general obligation bonds, to the Water Enterprise Fund Water Main Project, or in any way act thereon.

This article authorizes the transfer of \$86,398.00 to the water main project necessary to achieve the Town's financial plan for Fiscal Year 2020.

Submitted by the Board of Selectmen

The Board of Selectmen, the Town Treasurer and the Warrant Committee will report on this Article.

Two-thirds vote required for passage.

ARTICLE 15: MWRA I/I LOCAL FINANCIAL ASSISTANCE PROGRAM PHASE VIII-X

To see if the Town will vote to appropriate a sum of money to allow the Office of Community Development to participate in the Massachusetts Water Resources Authority's Infiltration/Inflow Local Financial Assistance Program for the purpose of designing and construction improvements to the sanitary sewer and storm drain system to mitigate the impacts of infiltration/inflow in the sanitary sewer system; said sum to be raised by borrowing under the program as follows,

| PHASE | TERM | AMOUNT |
|--------|----------|-----------|
| 8 | 5 YEARS | \$245,850 |
| 9 & 10 | 10 YEARS | \$424,000 |

or in any way act thereon.

This article is proposed by the Office of Community Development and seeks Town Meeting authorization to borrow funds at a 0% rate of interest from the Massachusetts Water Resources Authority in connection with their Infiltration/Inflow Local Financial Assistance Program. Funds for repayment of the loan would be raised through sewer user fees.

Submitted by the Board of Selectmen

The Board of Selectmen, Warrant Committee and the Capital Budget Committee will report on this Article.

Two thirds vote required for passage.

ARTICLE 16: VOTE TO DE-AUTHORIZE UNISSUED BORROWING

To see if the Town will vote to rescind the unused borrowing authority that was appropriated as follows, or in any way act thereon:

| ITEM | AMOUNT | PURPOSE | DATE |
|---------------------|-------------|---------------------------|---------------------------|
| Wellington School | \$1,602,092 | Design and construction | Annual Town Meeting 2009 |
| Water Main | \$144,000 | Water main rehabilitation | Annual Town Meeting 2012 |
| Modular Classrooms | \$308,000 | Burbank Modular | Annual Town Meeting 2017 |
| Belmont High School | \$5,572,000 | Design and construction | Special Town Meeting 2018 |
| Police Station/DPW | \$412,000 | Design and construction | Annual Town Meeting 2018 |
| | | | |

This article rescinds the authority to borrow funds that were not needed for the above projects.

Submitted by the Town Treasurer

The Board of Selectmen, Town Treasurer, Warrant Committee and Capital Budget Committee will report on this Article.

Majority vote required for passage.

ARTICLE 17: REVOLVING FUNDS: ESTABLISH EXPENDITURE LIMITATIONS

To see if the Town will vote, pursuant to Chapter 44, Section 53E½, of the General Laws, to establish expenditure limitations for FY2020 for the revolving funds authorized in § 50-220 of the Town Bylaws, or in any way act thereon.

This is a standard article that appropriates a sum of money. Through the Municipal Modernization Bill Towns were allowed to create bylaws for the revolving funds. This article simply appropriates the amount of money each fund is able to spend. These funds allow the expenditure of user fee receipts for program expenses without further Town meeting appropriation. The motion will specifically include funds and spending limits in each category.

Submitted by the Board of Selectmen

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage.

ARTICLE 18: FY20 BUDGET APPROPRIATION AND AUTHORIZATION TO TRANSFER BALANCES TO FUND THE FY20 BUDGET

To determine what sums of money shall be granted to pay Town expenses for the fiscal year beginning July 1, 2019 and to make the necessary appropriations for the same for the support of schools and for other Town purposes; and to raise, appropriate, transfer money from available funds, and change the purpose of the unexpended balance of prior appropriations to fund the ensuing year's operations, or in any way act thereon.

This is a standard article that appropriates the Town's FY20 budget, commencing on July 1, 2019. The budget consists of several categories of expenditures; each such category, and the transfer of balances from various sources necessary to fund the General Fund Budget, will be

presented for a separate vote of Town Meeting. Due to uncertainty regarding the amount of state aid, the budget will be heard at the June sessions of Town Meeting. The Warrant Committee Report contains the budget summary and supporting information and will be distributed to Town Meeting Members in advance of the June sessions.

Submitted by the Board of Selectmen

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage, unless General Stabilization funds are utilized.

ARTICLE 19:

**APPROPRIATION TO OTHER POST EMPLOYMENT BENEFITS
(OPEB) STABILIZATION FUND**

To see if the Town will vote to appropriate, or transfer from available funds in the Treasury, a sum of money to the Other Post-Employment Benefits ("OPEB") Stabilization Fund; and to determine whether the money shall be provided by the tax levy, by transfer from available funds, by transfer from the Departmental Enterprise Funds, or by any combination of these methods, or in any way act thereon.

This article seeks to appropriate from available free cash or other available funds for future Town liabilities for Other Post-Employment Benefits.

Submitted by the Board of Selectmen

The Board of Selectmen and Warrant Committee will report on this Article.

Majority vote required for passage.

ARTICLE 20:

**AUTHORIZATION FOR FY19 FUNDS FOR CHAPTER 90
HIGHWAY IMPROVEMENTS**

To see if the Town will vote to appropriate from available funds in the Treasury the sum of \$108,488 for the repair, improvement and construction of highways, said money to be used in conjunction with any money which may be allotted by the Commonwealth for the said purposes, authorize the acceptance of such allotment, determine how the money raised and allotted as aforesaid shall be expended under the provisions of Chapter 6C of the General Laws (the so-called "Chapter 90" program), and acts in amendment thereof and in addition thereto, or in any way act thereon.

This article appropriates additional monies received in Chapter 90 to be expended in fiscal year 2019, which is in addition to the \$542,690 already received.

Submitted by the Board of Selectmen

The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this Article.

Majority vote required for passage.

ARTICLE 21:**AUTHORIZATION FOR FY20 UP-FRONT FUNDS FOR
CHAPTER 90 HIGHWAY IMPROVEMENTS**

To see if the Town will vote to appropriate from available funds in the Treasury sums of money for the repair, improvement and construction of highways, said money to be used in conjunction with any money which may be allotted by the Commonwealth for the said purposes, authorize the acceptance of such allotment, determine how the money raised and allotted as aforesaid shall be expended under the provisions of Chapter 6C of the General Laws (the so-called "Chapter 90" program), and acts in amendment thereof and in addition thereto, or in any way act thereon.

This is a standard article that seeks to appropriate "up-front" funds that will be reimbursed from state highway aid, referred to as Chapter 90. This aid is authorized by the Legislature through state transportation bond issues. The estimated apportionment will be reported prior to the June sessions of Town Meeting. These funds, when supplemented with capital budget funds, will be used for the Town's Pavement Management Program to extend the life of our roadway system. In addition, the Town has used Chapter 90 funds to "leverage" substantial state/federal funding to design major road projects (i.e., Trapelo Road).

Submitted by the Board of Selectmen

The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this Article.

Majority vote required for passage.

ARTICLE 22:**APPROPRIATION OF CAPITAL EXPENDITURES**

To see if the Town will vote to appropriate sums of money to purchase public safety equipment, computer equipment (including consulting work), public works equipment and furnishings and equipment for Town facilities, construct public ways, and for building and facility and public works construction, major maintenance and alterations (including design work); to determine whether these appropriations shall be raised by borrowing or otherwise, or in any way act thereon.

This is a standard article to appropriate funds for capital budget expenditures. While the article is general as to the categories of capital expenditures, the motion will be explicit. The recommendations of the Capital Budget Committee for FY20 capital expenditures will be distributed to Town Meeting Members prior to the June session of Town Meeting.

Submitted by the Board of Selectmen

The Board of Selectmen, Warrant Committee, School Committee and Capital Budget Committee will report on this Article.

Majority vote required for passage (two-thirds if borrowing).



Given under our hands this 1st day of April, 2019.

BELMONT - BOARD OF SELECTMEN

Adam Dash, Chair

Mark A. Paolillo, Vice Chair

Thomas Caputo, Selectman

A True Copy, Attest
Ellen O'Brien Ashman
Town Clerk of Belmont, MA



MOTIONS
2019 ANNUAL TOWN MEETING
May 29, 2019
Draft as of May 6, 2019
(Subject to Change)

PRELIMINARY MOTION

ORDER OF THE ARTICLES

MOVED: That the Town Meeting hear the motions in the following order: *(Majority)*

1,9,13,14,15,16,22,20,21,12,17,19,18

ARTICLE 1:

REPORTS

MOVED: That Article 1 be taken from the table.

MOVED: That Article 1 be laid on the table. *(Majority)*

ARTICLE 12:

SALARIES OF ELECTED OFFICIALS

MOVED: That there be paid to the elected officers of the Town as salaries for the fiscal year commencing July 1, 2019 the amount set forth opposite the name of each officer as listed below:

| Elected Officials of the Town | Salary |
|--------------------------------------|----------------|
| Town Moderator | \$450 |
| Chair of the Board of Selectmen | \$5,000 |
| Selectmen (2) | \$4,500 (each) |
| Town Clerk | \$102,025 |
| Town Treasurer | \$106,566 |
| Chair of the Board of Assessors | \$3,030 |
| Assessors (2) | \$2,200 (each) |

(Majority)

Reporting: The Warrant Committee and the Board of Selectmen will report on this article.

ARTICLE 13:

**ENTERPRISE FUNDS FOR WATER AND SEWER
AND STORMWATER SERVICES**

MOVED: A) That **\$827,503.00 be appropriated** from Water Retained Earnings, and **\$6,274,032.00 be appropriated** from Water Revenues to fund the expenses of the Water Department pursuant to Chapter 44, § 53F½ of the General Laws as follows:

| | |
|---|----------------------|
| FY2020 Water Enterprise Fund Operating Budget | \$ 6,894,715.00 |
| Water Department Capital Expenditures | <u>\$ 206,820.00</u> |
| Total Water Department Appropriation | \$ 7,101,535.00 |

said sum to be expended under the direction of the Board of Selectmen.

(Majority)

MOVED: B) That **\$1,083,967.72** be transferred from Sewer Retained Earnings, and **\$8,569,545.00** be transferred from Sewer and Stormwater Revenues to fund the Sewer and Stormwater Enterprise Fund pursuant to Chapter 44, § 53F½ of the General Laws as follows:

| | |
|--|----------------------|
| FY2020 Sewer and Stormwater Enterprise Fund Operating Budget | \$ 8,911,412.72 |
| Sewer and Stormwater Capital Expenditures | <u>\$ 742,100.00</u> |
| Total Sewer and Stormwater Enterprise Fund Appropriation | \$ 9,653,512.72 |

said sum to be expended under the direction of the Board of Selectmen.

(Majority)

Reporting: The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this article.

ARTICLE 14:

**TRANSFER WATER BOND PREMIUM TO
WATER MAIN PROJECT**

MOVED: That the Town will vote to transfer **\$86,398.00** from the premium received from the sale of general obligation bonds on March 12, 2019 to the Water Enterprise Fund Water Main Project. *(Two-thirds)*

Reporting: The Board of Selectmen, Town Treasurer and Warrant Committee will report on this article.

ARTICLE 15:

**MASSACHUSETTS WATER
RESOURCE AUTHORITY (MWRA) LOCAL FINANCIAL ASSISTANCE PROGRAM PHASE VIII-X**

MOVED: **A.** That the Town appropriates **\$245,850** to participate in the Massachusetts Water Resource Authority's Infiltration/Inflow Local Financial Assistance Program for the purpose of designing and construction improvements to Phase 8 of the sanitary sewer drain system not to exceed a five year term of borrowing. including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the

approval of the Selectmen, is authorized to borrow said amount pursuant to M.G.L. c. 44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. All or any portion of this borrowing may be undertaken through the Massachusetts Water Resources Authority's Loan Program ("MWRA"). The Treasurer and the Selectmen are authorized to execute and deliver any and all documents and agreements than may be required by the MWRA in connection with any borrowing through the MWRA.

(Two-thirds)

MOVED: **B.** That the Town appropriates **\$424,000** to participate in the Massachusetts Water Resource Authority's Infiltration/Inflow Local Financial Assistance Program for the purpose of designing and construction improvements to Phase 9 and 10 of the sanitary sewer drain system not to exceed a ten year term of borrowing. including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount pursuant to M.G.L. c. 44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. All or any portion of this borrowing may be undertaken through the Massachusetts Water Resources Authority's Loan Program ("MWRA"). The Treasurer and the Selectmen are authorized to execute and deliver any and all documents and agreements than may be required by the MWRA in connection with any borrowing through the MWRA.

(Two-thirds)

Reporting: The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this article.

ARTICLE 16:

VOTE TO DEAUTHORIZE UNISSUED BORROWING

MOVED: A) That the Town rescind the unused borrowing authority in the amount of \$1,602,092 as appropriated under Article 27 of the April 27, 2009 Annual Town Meeting for the purpose of the design and construction of the Wellington School. *(Majority)*

MOVED: B) That the Town rescind the unused borrowing authority in the amount of \$144,000 as appropriated under Article 12 of the April 23, 2012 Annual Town Meeting for the purpose of the water main rehabilitation of the Water Main Project. *(Majority)*

C) That the Town rescind the unused borrowing authority in the amount of \$308,000 as appropriated under Article 3 of the November 13, 2017 Special Town Meeting for the purpose of the construction of the Burbank Modular Classrooms. *(Majority)*

D) That the Town rescind the unused borrowing authority in the amount of \$5,572,000 as appropriated under Article 2 of the November 13, 2018 Special Town Meeting for the purpose of the design and construction of the Belmont High School. *(Majority)*

E) That the Town rescind the unused borrowing authority in the amount of \$412,000 as appropriated under Article 22 of the April 30, 2018 Annual Town Meeting for the purpose of the design and construction of the DPW/Police Station Project. *(Majority)*

Reporting: The Board of Selectmen, Town Treasurer, Warrant Committee, and Capital Budget Committee will report on this article.

ARTICLE 17:

AUTHORIZATION FOR REVOLVING FUNDS

MOVED: That the Town establish expenditure limitations for the revolving accounts authorized in § 50-220 of the Towns General Bylaws for FY2020 as follows:

| § 50-220 Revolving Accounts | FY2020 Expenditure Limit |
|---|---|
| A. Senior Programs Fund | \$ 150,000 |
| B. Art Gallery Fund | \$ 15,000 |
| C. Rock Meadow Restoration and Maintenance Fund | \$ 11,000 |
| D. Library Lost Book and Copying Fund | \$ 15,000 |
| E. Stormwater Improvement Fund | \$ 100,000 |
| F. Martin Luther King Day Breakfast Fund | \$ 5,000 |
| G. Non-School Property Maintenance Fund | \$ 60,000 |
| H. Stormwater Consulting Fund | \$ 50,000 |

(Majority)

Reporting: The Board of Selectmen and the Warrant Committee will report on this article.

ARTICLE 18:

**FISCAL YEAR 2020 BUDGET APPROPRIATION AND
TRANSFER BALANCES TO FUND THE FY20 BUDGET**

MOVED: A) That under General Government, **\$4,183,017** be raised and appropriated.

MOVED: B) That under Employee Benefits, **\$8,227,468** be raised and appropriated for Retirement expenses.

MOVED: C) That under Employee Benefits, **\$6,767,544** be raised and appropriated for Other Reserves, including Health Insurance, Insurance and Salary Reserve.

MOVED: D) That under Public Safety **\$13,459,730** be raised and appropriated.

MOVED: E) That under Belmont Public Schools **\$60,649,451** be raised and appropriated.

MOVED: F) That under Minuteman Regional School **\$984,887** be raised and appropriated.

MOVED: G) That under Public Services **\$13,996,896** be raised and appropriated.

MOVED: H) That under Human Services, **\$3,237,146** be raised and appropriated.

MOVED: I) That under Debt and Interest on Debt **\$10,349,807** be raised and appropriated.
(Majority)

Reporting: The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this article.

AUTHORIZATION TO TRANSFER BALANCES

MOVED: That **\$7,314,849** be transferred from the following available funds to meet a portion of the FY2020 operating budget expenses in such sums as listed below:

- a) **\$235,000** from fund balance in Abatement and Exemption Surplus Account
- b) **\$650,000** from Belmont Municipal Light Department to offset the tax rate
- c) **\$2,359,710** from Unreserved Fund Balance (Free Cash)
- d) **\$105,000** from Parking Meters Receipts
- e) **\$519,000** from Water Revenue for indirect costs
- f) **\$519,000** from Sewer Revenue for indirect costs
- g) **\$125,000** from Capital Endowment Fund for various capital expenditures
- h) **\$163,946** from Capital Projects Fund for various capital expenditures
- i) **\$18,000** from Bond Premium Amortization
- j) **\$2,620,193** from General Stabilization

(Two-thirds)

Reporting: The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this article.

ARTICLE 19: OTHER POST EMPLOYMENT BENEFITS (OPEB) STABILIZATION FUND

MOVED: That the Town appropriate and transfer **\$552,695.00** from the General Fund (Free Cash), and to appropriate and transfer a total of **\$40,325.00** from the Water Enterprise Fund, the Sewer Enterprise Fund and the Light Enterprise Fund to the Other Post Employee Benefits ("OPEB") Stabilization Fund for the purpose of funding Other Post Employment Benefits, as follows:

| | | |
|--------------|-------------|------------------|
| Town | 93.2% | \$552,695 |
| Light | 4.1 | 24,313 |
| Sewer | 1.0 | 5,527 |
| Water | <u>1.7</u> | <u>10,485</u> |
| Total | 100% | \$593,020 |

(Majority)

Reporting: The Board of Selectmen and the Warrant Committee will report on this article.

ARTICLE 20: **AUTHORIZATION FOR FY19 FUNDS FOR
CHAPTER 90 HIGHWAY IMPROVEMENTS**

MOVED: That the Town be authorized to construct, reconstruct, resurface or repair all or portions of various Town Ways and to authorize the expenditure of **\$108,488** received from the Commonwealth of Massachusetts through the Massachusetts Department of Transportation for the fiscal year 2019 and expended under the provisions of Chapter 90 of the Massachusetts General Laws. (*Majority*)

Reporting: The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this article.

ARTICLE 21: **AUTHORIZATION FOR UP-FRONT FUNDS FOR
CHAPTER 90 HIGHWAY IMPROVEMENTS**

MOVED: That the Town be authorized to construct, reconstruct, resurface or repair all or portions of various Town Ways and to authorize the expenditure of **\$541,127.00** as may be received from the Commonwealth of Massachusetts through the Massachusetts Department of Transportation for the fiscal year commencing July 1, 2019 and expended under the provisions of Chapter 90 of the Massachusetts General Laws. (*Majority*)

Reporting: The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this article.

ARTICLE 22: **APPROPRIATION OF CAPITAL EXPENDITURES**

MOVED: A) That **\$1,788,232.00** be raised and appropriated for the purchase of Public Safety Equipment, Site Improvements, Public Works Equipment, Equipment for Town Facilities, and consulting services in connection therewith, to construct public ways, and for Building and Facility and Public Works Construction; and for Major Maintenance and Alterations (including design work) as follows, said sum to be expended under the direction of the Board of Selectmen. (*Majority*)

MOVED: B) That **\$121,000.00** be transferred from the account titled “Perpetual Care Fund Interest Transfer Out Account” for the purchase of a new backhoe for Cemetery purposes. (*Majority*)

MOVED: C) That **\$1,725,126.00** be appropriated for road paving projects, and **\$220,631.00** be appropriated for sidewalks as follows:

| | |
|---------------------------------|-----------------------|
| Capital Roads Non-Discretionary | \$1,725,126.00 |
| Sidewalks | \$ 220,631.00 |
| Total Road Paving and Sidewalks | \$1,945,757.00 |

said sum to be raised and expended under the direction of the Board of Selectmen. (*Majority*)

Reporting: The Board of Selectmen, Warrant Committee, and Capital Budget Committee and Board of Cemetery Commissioners will report on this article.

All About Article 9

Paul F Roberts

10 April 2019

TMM P8

54 Cross Street

Belmont, MA 02478

617.932-1234

paulroberts@gmail.com

To: Belmont Town Meeting Members

My name is Paul Roberts and I am at TMM from Precinct 8 who was just elected to his fourth term on Town Meeting. I am writing to you regarding Article 9: a non-binding resolution in support of a *statewide Right to Repair in Massachusetts*. I would like to use this brief letter to anticipate and answer any questions you may have about this non-binding resolution in advance of Town Meeting.

What does Article 9 do?

If passed, Article 9 would put Belmont Town Meeting on record as supporting pending legislation on Beacon Hill to establish a state-wide right to repair for electronics (also referred to as a *digital right to repair* or *DRR*). This article is non-binding, so it would not compel action by any town official. Still, it will send a powerful message to our Beacon Hill representatives, Sen. Brownsberger and Rep. Dave Rogers, as well as to their colleagues that the right to repair enjoys the support of Belmont's Town Meeting and, therefore, our community.

Why have Town Meeting vote on this?

Belmont Town Meeting has a long history of considering and often passing non-binding resolutions in support of important causes and legislation at the state and local level. Among those the body has considered in recent years was a non-binding resolution in support of Solar policy in 2015 and the Welcoming Town designation in 2017. While these resolutions often consider matters outside our purview as an elected body, they allow us to speak with one voice on matters of importance to our community and those who elected us.

On this issue: as a practical matter, passing right to repair legislation for electronics is challenging. In fact, dozens of bills proposed across the country have been defeated in recent years. In every case, this was not because they failed to win majorities on state house floors. The issue has never come for a vote. Rather, right to repair bills have been killed off in committee after sustained lobbying by major electronics and telecommunications industry lobbyists.

Industry groups and companies like Apple, John Deere, Microsoft and AT&T spend millions to defeat these laws. To hear above the din of lobbyists and lawyers, our legislators need to know that ordinary voters -those who elect them - support this idea. It is the intent of Article 9 to send such a message to lawmakers on Beacon Hill.

What is the legislation in question?

The two proposed bills are [House Bill 218](#) and [Senate Bill 107](#). They are nearly identical. Both would require manufacturers of digital electronic products sold in the Commonwealth to make available to owners and independent repair facilities any diagnostic or repair information including technical updates, software, service access passwords and service documentation that they provide to authorized repair providers (think: Apple Store vs. independent phone repair shop).

Where manufacturers sell such tools to their authorized dealers and repair shops, they would be required to offer it at the same price to owners and third party providers.

Manufacturers who do not comply can be deemed to be engaging in an unfair method of competition and an unfair or deceptive act or practice in the conduct of trade or commerce in violation of section 2 of chapter 93A of Massachusetts General Laws.

Are there exceptions to this?

Yes. Manufacturers are not required to divulge trade secrets or other information not related to repair and servicing of devices. Cars are not covered by this (there is already an automotive right to repair in Massachusetts) nor are medical devices certified by the FDA.

What is the 'right to repair'

The right to repair is what it sounds like: a legal right to repair the stuff you own, or to have others (friends, neighbors, or an independent repair professional) do so for you. This may sound unnecessary - of course you can repair your own property, right? Well...yes and no. In recent years, manufacturers of all manner of devices - from phones, to automobiles to home appliances - are increasingly using a variety of means to impair the ability of owners to repair and service their own property.

In many cases, software is used to lock out owners or prevent the installation of replacement parts and software (think of trying to put a refilled or third party ink cartridge in your home inkjet printer). In other cases, manufacturers prevent owners from using diagnostic software that is needed to service products. In still other cases, they limit the availability of spare parts: replacement screens for smartphones and tools needed to service products -even nuts and bolts.

Have other states passed right to repair laws?

To date, no state has passed a digital right to repair.

Massachusetts is the only state to have passed a [right to repair law for automobiles only](#) in 2014, following a ballot initiative that passed with over 80% approval by voters. That bill requires automakers with dealerships in the Commonwealth to make diagnostic software, codes and manuals available to independent repair shops. Following passage of the Massachusetts law, automakers signed a Memorandum of Understanding recognizing the Massachusetts law nationally - effectively creating a federal right to repair automobiles. (Thanks, Massachusetts voters!)

How does this affect Belmont?

Enshrining a digital right to repair in law will have a huge impact on the citizens of Belmont. Increasingly, our homes and businesses are populated by software-controlled, Internet connected devices. These devices are costly. A new iPhone [might cost upwards of \\$1,000](#).

It is critical for the owners of these devices to be able to maintain and service them for as long as possible. In order to do so, they need to be able to repair and maintain them. To do that, we all need access to parts, software and instructions on the proper maintenance of these digital products.

Historically, this has been information that manufacturers provided free of charge. Sadly, many companies today are seeking to lock in markets for post-sale repair and maintenance and crowd out independent repair shops and even their own customers. Monopolies on repair are expensive for families. Consumers might pay 10s to 100s of

dollars more for repairs at “authorized repair shops” than it would cost to do the repair themselves or bring it to a small, local repair shop. The right to repair guarantees owners the right to fix their own possessions and ensures competition in the repair market and, thus, lower costs for consumers.

Are there other reasons to support right to repair legislation?

Yes. Repair is good for the earth. Electronic waste is the fastest growing category of waste and some of the most harmful to the environment including soil and groundwater, [according to data from the World Economic Forum](#). By enshrining a digital right to repair in law in Massachusetts, we can break out of our “throw it out and replace it” culture and help foster a culture of repair and reuse that will stem this tide of toxic, electronic waste.

Belmont recently hosted its first ever FixIt Clinic at Belmont Public Library on February 9. Our second clinic is on May 25th. Scores of residents brought items to be repaired, from standing mixers and lamps to phones and radios. It goes without saying that the future of such community efforts is contingent on a right to repair.

Is there additional reading on the topic?

You bet. Here are some articles you might want to check out:

[Common questions about the right to repair](#) (iFixit)

[Fight for your right to repair](#) (Repair Coalition)

[It's your phone, why can't you fix it?](#) (New York Times)

[A new, circular vision for electronics](#) (PDF - World Economic Forum)

[Right to repair gathers force](#) (BBC)

[Complete control: Apple accused of overpricing, restricting repairs](#) (CBC)

[Nobody should be punished for contempt of business model](#) (EFF)

[In Granite State, Industry Groups Fight Right to Repair](#) (Security Ledger)

[Corporations are co-opting the right to repair](#) (Wired)

I hope you will join me in supporting Article 9 and a digital right to repair for Massachusetts!

Sincerely,

A handwritten signature in black ink, appearing to read 'P. Roberts' with a stylized flourish at the end.

Paul F Roberts

TMM Precinct 8

TOWN OF BELMONT
FY20 REVENUE

| ACCOUNTS FOR: General Fund | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 RECAP | 2020 REVENUES |
|-------------------------------|------------------|------------------|------------------|------------------|-------------------|
| PROPERTY TAXES | \$ 80,205,746.00 | \$ 84,713,361.00 | \$ 84,713,361.00 | \$ 92,737,732.00 | \$ 100,991,225.00 |
| ALS (EXP & REV) | \$ 835,459.00 | \$ 780,705.00 | \$ 813,346.00 | \$ 800,000.00 | \$ 820,000.00 |
| CHERRY SHEET | \$ 8,915,073.00 | \$ 9,375,124.00 | \$ 10,110,638.00 | \$ 11,435,606.00 | \$ 11,778,384.00 |
| DEPT REVENUE CEMETER | \$ 92,654.00 | \$ 125,172.00 | \$ 105,940.00 | \$ 98,000.00 | \$ 100,000.00 |
| OTHER DEPT REVENUE | \$ 209,311.00 | \$ 217,646.00 | \$ 463,274.00 | \$ 151,540.00 | \$ 171,365.00 |
| DEPT REV RECREATION | \$ 978,049.00 | \$ 1,000,565.00 | \$ 1,016,376.00 | \$ 800,000.00 | \$ 1,025,000.00 |
| EARNINGS ON INVEST | \$ 305,474.00 | \$ 326,166.00 | \$ 466,473.00 | \$ 149,308.00 | \$ 250,000.00 |
| FEES | \$ 177,504.00 | \$ 162,313.00 | \$ 219,997.00 | \$ 178,105.00 | \$ 187,820.00 |
| FINES | \$ 186,311.00 | \$ 202,165.00 | \$ 235,091.00 | \$ 125,075.00 | \$ 237,734.00 |
| ADDED INT & COSTS | \$ 295,849.00 | \$ 213,158.00 | \$ 345,150.00 | \$ 200,000.00 | \$ 330,000.00 |
| LICENSES & PERMITS | \$ 1,406,559.00 | \$ 1,167,214.00 | \$ 1,562,711.00 | \$ 1,084,525.00 | \$ 1,281,364.00 |
| LIEU OF TAXES | \$ 55,059.00 | \$ 49,513.00 | \$ 42,002.00 | \$ 36,000.00 | \$ 36,000.00 |
| MOTOR VEHICLE EXCISE | \$ 3,378,163.00 | \$ 3,459,382.00 | \$ 3,539,535.00 | \$ 3,199,812.00 | \$ 3,546,430.00 |

TOWN OF BELMONT
FY20 REVENUE

ACCOUNTS FOR:
General Fund

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 RECAP | 2020 REVENUES |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| OTHER TAXES | \$ 215,740.00 | \$ 215,828.00 | \$ 236,553.00 | \$ 200,000.00 | \$ 229,279.00 |
| RENTALS INCOME | \$ 28,295.00 | \$ 14,450.00 | \$ 28,309.00 | \$ 15,000.00 | \$ 17,500.00 |
| OTHER AVAILALBLE FUNDS | \$ 3,318,810.00 | \$ 4,362,042.00 | \$ 3,822,471.00 | \$ 5,016,881.00 | \$ 7,314,848.00 |
| GRAND TOTAL | \$ 100,604,056.00 | \$ 106,384,804.00 | \$ 107,721,227.00 | \$ 116,227,584.00 | \$ 128,316,949.00 |

TOWN OF BELMONT
FY20 EXPENDITURE REPORT

ACCOUNTS FOR:
General Fund

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 ADJ. BUDGET | 2020 DEPT. REQ. | 2020 TA RECOMM |
|---------------------------------|-------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| AS Assessors Office | | | | | | |
| Assessors Salary | \$ 262,175 | \$ 257,059 | \$ 297,782 | \$ 270,932 | \$ 279,614 | \$ 279,614 |
| Assessors Expense | \$ 107,589 | \$ 87,598 | \$ 100,927 | \$ 136,000 | \$ 136,000 | \$ 136,000 |
| Assessors Office | \$ 369,764 | \$ 344,657 | \$ 398,709 | \$ 406,932 | \$ 415,614 | \$ 415,614 |
| CA Council on Aging | | | | | | |
| Council on Aging Salary | \$ 355,705 | \$ 351,526 | \$ 369,442 | \$ 346,750 | \$ 353,436 | \$ 353,436 |
| Council on Aging Expense | \$ 22,926 | \$ 28,336 | \$ 30,570 | \$ 34,872 | \$ 36,675 | \$ 36,675 |
| Council on Aging | \$ 378,631 | \$ 379,862 | \$ 400,012 | \$ 381,622 | \$ 390,111 | \$ 390,111 |
| CD Community Development | | | | | | |
| Planning Salary | \$ 144,159 | \$ 192,237 | \$ 241,897 | \$ 225,830 | \$ 230,635 | \$ 230,635 |
| Planning Expense | \$ 10,402 | \$ 10,606 | \$ 26,970 | \$ 29,950 | \$ 30,050 | \$ 30,050 |
| Community Development Salary | \$ 330,689 | \$ 340,674 | \$ 358,262 | \$ 335,407 | \$ 342,515 | \$ 342,515 |
| Community Development Expense | \$ 25,053 | \$ 31,312 | \$ 27,736 | \$ 33,630 | \$ 34,130 | \$ 34,130 |
| Building Inspection Salary | \$ 181,391 | \$ 162,798 | \$ 214,200 | \$ 201,899 | \$ 206,033 | \$ 206,033 |
| Building Inspection Expense | \$ 89,111 | \$ 92,887 | \$ 101,799 | \$ 117,940 | \$ 132,040 | \$ 119,040 |
| Engineering Services Salary | \$ 113,557 | \$ 93,952 | \$ 104,954 | \$ 112,253 | \$ 199,385 | \$ 114,385 |
| Engineering Services Expense | \$ 135 | \$ 7,841 | \$ 8,040 | \$ 9,190 | \$ 9,190 | \$ 11,040 |
| Community Development | \$ 894,497 | \$ 932,307 | \$ 1,083,858 | \$ 1,066,099 | \$ 1,183,978 | \$ 1,087,828 |
| EM Emergency Management | | | | | | |
| BEMA Salary | \$ 12,859 | \$ 13,090 | \$ 12,447 | \$ 13,594 | \$ 13,791 | \$ 13,594 |

TOWN OF BELMONT
FY20 EXPENDITURE REPORT

ACCOUNTS FOR:
General Fund

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 ADJ. BUDGET | 2020 DEPT. REQ. | 2020 TA RECOMM |
|-----------------------------|------------------|------------------|------------------|---------------------|--------------------|-------------------|
| BEMA Expense | \$ 9,385 | \$ 6,687 | \$ 4,858 | \$ 10,550 | \$ 10,550 | \$ 10,550 |
| Emergency Management | \$ 22,244 | \$ 19,777 | \$ 17,305 | \$ 24,144 | \$ 24,341 | \$ 24,144 |

FA Finance & Accounting

| | | | | | | |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Accounting Warr Com Reserve | \$ - | \$ - | \$ - | \$ 400,000 | \$ 400,000 | \$ 400,000 |
| Town Accountant Salary | \$ 313,543 | \$ 299,315 | \$ 307,965 | \$ 290,906 | \$ 294,607 | \$ 291,844 |
| Town Accountant Expense | \$ 67,418 | \$ 96,050 | \$ 83,974 | \$ 107,676 | \$ 116,850 | \$ 107,300 |
| Finance & Accounting | \$ 380,961 | \$ 395,365 | \$ 391,939 | \$ 398,582 | \$ 411,457 | \$ 399,144 |

| | | | | | | |
|-------------------------------|---------------------|---------------------|---------------------|----------------------|----------------------|----------------------|
| Retirement and Pension | \$ 6,500,731 | \$ 6,957,151 | \$ 7,345,620 | \$ 7,878,787 | \$ 8,360,906 | \$ 8,227,468 |
| Unemployment Comp | \$ 13,646 | \$ 51,805 | \$ 29,265 | \$ 40,000 | \$ 40,000 | \$ 40,000 |
| Health Insurance | \$ 1,243,722 | \$ 1,179,070 | \$ 1,437,023 | \$ 4,527,845 | \$ 5,396,966 | \$ 5,320,665 |
| Life Insurance | \$ 14,246 | \$ 11,483 | \$ 12,509 | \$ 19,425 | \$ 19,425 | \$ 19,425 |
| Medicare Insurance S | \$ (63,292) | \$ (49,914) | \$ (54,457) | \$ 304,863 | \$ 308,005 | \$ 308,198 |
| Insurance and Benefits | \$ 7,709,053 | \$ 8,149,595 | \$ 8,769,960 | \$ 12,770,920 | \$ 14,125,302 | \$ 13,915,756 |

\$ (14,995,012)
\$ (1,079,256)

FC Facilities Dept Systemwide

| | | | | | | |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Facilities Dept System | \$ 420,893 | \$ 590,865 | \$ 637,751 | \$ 619,040 | \$ 616,343 | \$ 570,963 |
| Major Building Repair / Additional Equipment | \$ 267,116 | \$ 73,954 | \$ 153,497 | \$ 50,000 | \$ 50,000 | \$ 25,000 |
| Facilities - Town Expe | \$ 904,836 | \$ 656,380 | \$ 1,121,464 | \$ 926,093 | \$ 1,190,204 | \$ 1,036,801 |
| Facilities - School Op | \$ 2,386,189 | \$ 2,327,328 | \$ 2,952,354 | \$ 2,753,757 | \$ 3,279,024 | \$ 3,058,524 |
| Facilities Dept System | \$ 3,979,034 | \$ 3,648,527 | \$ 4,865,066 | \$ 4,348,890 | \$ 5,135,571 | \$ 4,691,288 |

FD Fire Department

TOWN OF BELMONT
FY20 EXPENDITURE REPORT

ACCOUNTS FOR:
General Fund

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 ADJ. BUDGET | 2020 DEPT. REQ. | 2020 TA RECOMM |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fire Administration Salary | \$ 582,859 | \$ 646,545 | \$ 681,285 | \$ 608,755 | \$ 624,127 | \$ 618,127 |
| Fire Administration Expense | \$ 63,502 | \$ 97,229 | \$ 106,858 | \$ 146,650 | \$ 150,650 | \$ 150,650 |
| Fire Admin | \$ - | \$ 60,016 | \$ 63,393 | \$ 21,555 | \$ - | \$ - |
| Fire Suppression Salary | \$ 4,889,809 | \$ 5,296,883 | \$ 5,076,763 | \$ 4,641,760 | \$ 4,701,930 | \$ 4,701,930 |
| Fire Suppression Expense | \$ 217,297 | \$ 188,905 | \$ 186,232 | \$ 218,930 | \$ 218,830 | \$ 218,830 |
| Fire Suppression Capital | \$ 49,374 | \$ 74,600 | \$ 73,051 | \$ 74,800 | \$ 74,600 | \$ 75,850 |
| EMS Salary | \$ 71,845 | \$ 27,105 | \$ 26,404 | \$ 28,000 | \$ 28,530 | \$ 28,530 |
| EMS Expense | \$ 141,904 | \$ 132,731 | \$ 147,619 | \$ 152,250 | \$ 149,150 | \$ 149,150 |
| EMT Capital Exp | \$ 17,912 | \$ 25,000 | \$ 24,673 | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| Fire Department | \$ 6,034,502 | \$ 6,549,014 | \$ 6,386,278 | \$ 5,912,700 | \$ 5,967,817 | \$ 5,963,067 |

HD Health Department

| | | | | | | |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Animal Care & Control | \$ 42,657 | \$ 59,827 | \$ 61,439 | \$ 61,891 | \$ 63,101 | \$ 63,101 |
| Animal Care & Control | \$ 22,884 | \$ 6,850 | \$ 3,800 | \$ 7,875 | \$ 7,875 | \$ 7,875 |
| Health Department Salary | \$ 299,679 | \$ 310,249 | \$ 321,357 | \$ 302,520 | \$ 315,044 | \$ 315,044 |
| Health Department Expense | \$ 48,629 | \$ 75,718 | \$ 75,092 | \$ 92,816 | \$ 91,657 | \$ 91,657 |
| Health Department Outlay | \$ 1,500 | \$ 1,500 | \$ - | \$ - | \$ - | \$ - |
| Veterans' Services Salary | \$ 19,420 | \$ 25,954 | \$ 27,418 | \$ 39,262 | \$ 40,047 | \$ 40,047 |
| Veterans' Services Expense | \$ 60,737 | \$ 38,614 | \$ 34,723 | \$ 84,600 | \$ 75,601 | \$ 75,601 |
| Veteran Services Expense | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,000 |
| Health Department | \$ 495,506 | \$ 518,712 | \$ 523,829 | \$ 588,964 | \$ 593,325 | \$ 595,325 |

TOWN OF BELMONT
FY20 EXPENDITURE REPORT

ACCOUNTS FOR:
General Fund

HR Human Resources

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 ADJ. BUDGET | 2020 DEPT. REQ. | 2020 TA RECOMM |
|-------------------------|-------------------|-------------------|-------------------|---------------------|--------------------|-------------------|
| Human Resources Salary | \$ 239,459 | \$ 260,478 | \$ 254,291 | \$ 240,208 | \$ 245,012 | \$ 245,012 |
| Human Resources Expense | \$ 19,863 | \$ 20,485 | \$ 33,551 | \$ 36,200 | \$ 36,200 | \$ 36,200 |
| Human Resources | \$ 259,322 | \$ 280,963 | \$ 287,842 | \$ 276,408 | \$ 281,212 | \$ 281,212 |

IT Information Technology

| | | | | | | |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Information Technology Salary | \$ 402,396 | \$ 423,963 | \$ 431,975 | \$ 381,283 | \$ 388,910 | \$ 388,910 |
| Information Technology Expense | \$ 385,079 | \$ 321,900 | \$ 354,749 | \$ 350,906 | \$ 354,500 | \$ 432,459 |
| Informational Technology Outlay | \$ 123,197 | \$ 110,377 | \$ 142,871 | \$ 147,024 | \$ 145,000 | \$ 145,000 |
| Information Technology | \$ 910,672 | \$ 856,240 | \$ 929,595 | \$ 879,213 | \$ 888,410 | \$ 966,369 |

LB Library

| | | | | | | |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Library Administration Salary | \$ 177,560 | \$ 182,172 | \$ 189,526 | \$ 175,780 | \$ 179,380 | \$ 179,380 |
| Library Administration Expense | \$ 50,633 | \$ 28,182 | \$ 7,038 | \$ 16,057 | \$ 16,924 | \$ 16,924 |
| Library Public Service Salary | \$ 972,443 | \$ 1,025,761 | \$ 1,051,672 | \$ 1,040,578 | \$ 1,071,666 | \$ 1,071,666 |
| Library Public Service Expense | \$ 315,905 | \$ 323,631 | \$ 336,333 | \$ 356,807 | \$ 368,874 | \$ 368,874 |
| Library Tech Services Salary | \$ 203,985 | \$ 207,791 | \$ 216,928 | \$ 187,164 | \$ 190,956 | \$ 190,956 |
| Library Tech Services Expense | \$ 85,156 | \$ 82,943 | \$ 84,013 | \$ 86,761 | \$ 89,734 | \$ 89,734 |
| Library Tech Services Outlay | \$ 12,000 | \$ 12,000 | \$ 11,947 | \$ 12,500 | \$ 12,500 | \$ 12,500 |
| Library Plant Operation Salary | \$ 79,843 | \$ 83,668 | \$ 83,965 | \$ 79,231 | \$ 80,983 | \$ 80,983 |
| Library Plant Operation Expense | \$ 170,538 | \$ 215,018 | \$ 222,403 | \$ 233,402 | \$ 240,693 | \$ 240,693 |
| Library | \$ 2,068,063 | \$ 2,161,166 | \$ 2,203,825 | \$ 2,188,280 | \$ 2,251,710 | \$ 2,251,710 |

PD Police Department

TOWN OF BELMONT
FY20 EXPENDITURE REPORT

ACCOUNTS FOR:
General Fund

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 ADJ. BUDGET | 2020 DEPT. REQ. | 2020 TA RECOMM |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Police Administration Salary | \$ 418,935 | \$ 446,552 | \$ 461,462 | \$ 427,972 | \$ 421,415 | \$ 425,273 |
| Police Administration Expense | \$ 38,495 | \$ 39,335 | \$ 52,566 | \$ 68,156 | \$ 68,156 | \$ 68,156 |
| Police Admin - Capital | \$ - | \$ 25,000 | \$ 17,390 | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| Police Records Salary | \$ 84,168 | \$ 85,721 | \$ 92,231 | \$ 80,760 | \$ 82,644 | \$ 82,644 |
| Police Records Expense | \$ 6,719 | \$ 7,216 | \$ 7,380 | \$ 8,606 | \$ 8,606 | \$ 8,606 |
| Police Patrol Salary | \$ 3,413,691 | \$ 3,883,541 | \$ 3,866,237 | \$ 3,709,637 | \$ 3,757,507 | \$ 3,757,507 |
| Police Patrol Expense | \$ 289,937 | \$ 322,338 | \$ 293,194 | \$ 368,873 | \$ 368,873 | \$ 368,873 |
| Police Patrol Capital | \$ 150,300 | \$ 163,642 | \$ 165,000 | \$ 180,000 | \$ 180,000 | \$ 180,000 |
| Police Traffic Control Salary | \$ 424,793 | \$ 563,971 | \$ 592,872 | \$ 585,952 | \$ 491,451 | \$ 491,451 |
| Police Traffic Control Expense | \$ 26,293 | \$ 23,823 | \$ 28,787 | \$ 30,531 | \$ 30,531 | \$ 30,531 |
| Police Detectives Salary | \$ 525,519 | \$ 572,341 | \$ 575,909 | \$ 594,825 | \$ 626,222 | \$ 626,222 |
| Police Detectives Expense | \$ 13,051 | \$ 10,457 | \$ 13,363 | \$ 15,099 | \$ 15,099 | \$ 15,099 |
| Police Community Servi Salary | \$ 353,262 | \$ 400,030 | \$ 341,201 | \$ 366,087 | \$ 470,270 | \$ 470,270 |
| Police Community Servi Expense | \$ 7,352 | \$ 15,260 | \$ 15,679 | \$ 17,018 | \$ 17,018 | \$ 17,018 |
| Public Safety Comm 911 Salary | \$ 820,672 | \$ 894,371 | \$ 825,635 | \$ 781,566 | \$ 778,129 | \$ 778,129 |
| Public Safety Comm 911 | \$ 117,165 | \$ 102,952 | \$ 137,524 | \$ 126,664 | \$ 127,739 | \$ 127,739 |
| Police Department | \$ 6,690,352 | \$ 7,556,550 | \$ 7,486,430 | \$ 7,386,746 | \$ 7,468,660 | \$ 7,472,518 |

PW Public Works

| | | | | | | |
|---------------------------|------------|------------|------------|------------|------------|------------|
| Public Works Admin Salary | \$ 310,616 | \$ 317,402 | \$ 325,732 | \$ 287,690 | \$ 291,846 | \$ 291,196 |
|---------------------------|------------|------------|------------|------------|------------|------------|

TOWN OF BELMONT
FY20 EXPENDITURE REPORT

ACCOUNTS FOR:

General Fund

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 ADJ. BUDGET | 2020 DEPT. REQ. | 2020 TA RECOMM |
|-----------------------------|----------------|----------------|----------------|---------------------|--------------------|-------------------|
| Public Works Admin Expense | \$ 10,946 | \$ 10,113 | \$ 11,498 | \$ 11,550 | \$ 13,170 | \$ 14,170 |
| Street Maintenance Salary | \$ 504,177 | \$ 541,484 | \$ 589,160 | \$ 515,432 | \$ 533,751 | \$ 584,114 |
| Street Maintenance Expense | \$ 189,563 | \$ 149,898 | \$ 173,352 | \$ 177,615 | \$ 180,425 | \$ 184,875 |
| Snow & Ice Salary | \$ 168,413 | \$ 273,130 | \$ 301,336 | \$ 126,910 | \$ 129,449 | \$ 129,449 |
| Snow & Ice Expense | \$ 440,119 | \$ 782,276 | \$ 876,388 | \$ 634,555 | \$ 640,285 | \$ 634,880 |
| Street Lighting Expense | \$ 286,945 | \$ 237,628 | \$ 338,618 | \$ 331,070 | \$ 331,070 | \$ 331,070 |
| Central Fleet Maint Salary | \$ 312,947 | \$ 311,680 | \$ 323,503 | \$ 284,176 | \$ 289,585 | \$ 289,585 |
| Central Fleet Maint Expense | \$ 188,324 | \$ 185,849 | \$ 205,703 | \$ 211,410 | \$ 211,410 | \$ 211,410 |
| Central Fleet Maint Ca | \$ 14,831 | \$ 70,979 | \$ 37,509 | \$ 47,385 | \$ 47,385 | \$ 47,385 |
| Forestry Salary | \$ 48,972 | \$ 42,786 | \$ 32,298 | \$ 45,613 | \$ 46,569 | \$ 46,569 |
| Forestry Expense | \$ 276,766 | \$ 280,823 | \$ 290,564 | \$ 270,498 | \$ 282,565 | \$ 282,565 |
| Collection & Disposal | \$ 84,913 | \$ 100,594 | \$ 99,715 | \$ 96,318 | \$ 97,686 | \$ 97,686 |
| Collection & Disposal | \$ 2,119,608 | \$ 2,365,539 | \$ 2,451,298 | \$ 2,909,460 | \$ 3,008,049 | \$ 3,008,049 |
| Cemetery Salary | \$ 379,107 | \$ 380,302 | \$ 376,948 | \$ 361,682 | \$ 354,925 | \$ 351,595 |
| Cemetery Expense | \$ 57,823 | \$ 61,987 | \$ 66,382 | \$ 74,675 | \$ 75,425 | \$ 75,425 |
| Cemetery-Capital | \$ 16,544 | \$ 7,770 | \$ 15,794 | \$ 18,205 | \$ 18,205 | \$ 18,205 |
| Parks Salary | \$ 414,030 | \$ 410,189 | \$ 397,127 | \$ 372,793 | \$ 379,731 | \$ 376,481 |
| Parks Expense | \$ 127,655 | \$ 112,516 | \$ 112,749 | \$ 152,290 | \$ 153,640 | \$ 153,640 |
| Parks & Fac Capital Ex | \$ 12,281 | \$ 4,932 | \$ 9,062 | \$ 14,290 | \$ 14,290 | \$ 14,290 |

TOWN OF BELMONT
FY20 EXPENDITURE REPORT

ACCOUNTS FOR:

General Fund

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 ADJ. BUDGET | 2020 DEPT. REQ. | 2020 TA RECOMM |
|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Deltas Salary | \$ 59,846 | \$ 70,207 | \$ 66,140 | \$ 49,670 | \$ 50,363 | \$ - |
| Deltas Expense | \$ 4,319 | \$ 4,257 | \$ 4,450 | \$ 4,450 | \$ 4,450 | \$ - |
| Public Works | \$ 6,028,745 | \$ 6,722,341 | \$ 7,105,326 | \$ 6,997,737 | \$ 7,154,274 | \$ 7,142,639 |

RC Recreation Department

| | | | | | | |
|------------------------------|-------------------|-------------------|-------------------|---------------------|---------------------|---------------------|
| Recreation Admin Salary | \$ 72,437 | \$ 74,661 | \$ 87,956 | \$ 82,239 | \$ - | \$ - |
| Recreation Admin Expense | \$ 5,134 | \$ 3,066 | \$ 8,478 | \$ 11,530 | \$ - | \$ - |
| Recreation Programs Salary | \$ 499,597 | \$ 528,226 | \$ 530,477 | \$ 600,248 | \$ 665,803 | \$ 665,803 |
| Recreation Programs Ex | \$ 253,936 | \$ 295,581 | \$ 302,054 | \$ 321,761 | \$ 409,338 | \$ 409,338 |
| Recreation Department | \$ 831,104 | \$ 901,534 | \$ 928,965 | \$ 1,015,778 | \$ 1,075,141 | \$ 1,075,141 |

TA Town Administrator

| | | | | | | |
|----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Selectmen Salary | \$ 46,773 | \$ 30,488 | \$ 30,893 | \$ 14,000 | \$ 14,000 | \$ 14,000 |
| Selectmen Expense | \$ 58,171 | \$ 28,347 | \$ 9,008 | \$ 71,490 | \$ 71,490 | \$ 71,490 |
| Town Administrator Salary | \$ 523,798 | \$ 563,411 | \$ 519,115 | \$ 510,543 | \$ 533,346 | \$ 528,346 |
| Town Administrator Expense | \$ 33,829 | \$ 35,494 | \$ 33,516 | \$ 36,850 | \$ 36,850 | \$ 27,050 |
| Legal Expense | \$ 265,053 | \$ 333,718 | \$ 207,638 | \$ 297,500 | \$ 297,500 | \$ 297,500 |
| Town Adm - VFW & Amer | \$ 7,500 | \$ 7,500 | \$ 7,500 | \$ 7,500 | \$ 7,500 | \$ 7,500 |
| Workers Compensation | \$ 99,610 | \$ 99,119 | \$ 121,432 | \$ 149,014 | \$ 163,915 | \$ 159,445 |
| Liability Insurance Ex | \$ 379,265 | \$ 338,407 | \$ 320,916 | \$ 485,807 | \$ 534,388 | \$ 519,813 |
| Town Administrator | \$ 1,413,999 | \$ 1,436,484 | \$ 1,250,018 | \$ 1,572,704 | \$ 1,658,989 | \$ 1,625,144 |

TC Town Clerk

| | | | | | | |
|--------------------|----------|----------|----------|----------|----------|----------|
| Legislative Salary | \$ 2,558 | \$ 2,375 | \$ 3,375 | \$ 4,380 | \$ 5,400 | \$ 5,400 |
|--------------------|----------|----------|----------|----------|----------|----------|

TOWN OF BELMONT
FY20 EXPENDITURE REPORT

ACCOUNTS FOR:
General Fund

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 ADJ. BUDGET | 2020 DEPT. REQ. | 2020 TA RECOMM |
|---------------------|-------------------|-------------------|-------------------|---------------------|--------------------|-------------------|
| Legislative Expense | \$ 13,429 | \$ 12,221 | \$ 12,161 | \$ 21,050 | \$ 23,150 | \$ 23,150 |
| Town Clerk Salary | \$ 177,642 | \$ 184,741 | \$ 197,311 | \$ 202,888 | \$ 211,744 | \$ 211,744 |
| Town Clerk Expense | \$ 7,979 | \$ 17,203 | \$ 13,793 | \$ 21,400 | \$ 22,100 | \$ 22,100 |
| Elections Salary | \$ 134,887 | \$ 179,429 | \$ 120,351 | \$ 171,295 | \$ 140,262 | \$ 140,262 |
| Elections Expense | \$ 36,095 | \$ 39,516 | \$ 26,954 | \$ 47,040 | \$ 67,150 | \$ 67,150 |
| Town Clerk | \$ 372,590 | \$ 435,485 | \$ 373,945 | \$ 468,053 | \$ 469,806 | \$ 469,806 |

TR Treasurer/Collector

| | | | | | | |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Treasurer/Collector Salary | \$ 489,572 | \$ 515,854 | \$ 522,039 | \$ 488,427 | \$ 500,486 | \$ 500,486 |
| Treasurer/Collector Expense | \$ 67,849 | \$ 89,909 | \$ 79,182 | \$ 108,425 | \$ 111,500 | \$ 111,500 |
| Parking Clerk Salary | \$ 3,044 | \$ 3,044 | \$ 3,044 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| Treasurer Expense | \$ 23,876 | \$ 54,378 | \$ 38,769 | \$ 75,000 | \$ 90,000 | \$ 90,000 |
| Treasurer/Collector | \$ 584,341 | \$ 663,185 | \$ 643,034 | \$ 674,852 | \$ 704,986 | \$ 704,986 |

| | | | | | | |
|------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Treas School Exp | \$ 831,521 | \$ 795,654 | \$ 910,185 | \$ 846,771 | \$ 984,887 | \$ 984,887 |
| School Salary | \$ 39,001,625 | \$ 40,697,428 | \$ 43,647,550 | \$ 47,041,382 | \$ 50,520,376 | \$ 50,520,376 |
| School Expense | \$ 10,656,242 | \$ 9,427,559 | \$ 9,321,935 | \$ 9,944,210 | \$ 10,129,075 | \$ 10,129,075 |
| School | \$ 49,657,867 | \$ 50,124,987 | \$ 52,969,485 | \$ 56,985,592 | \$ 60,649,451 | \$ 60,649,451 |

| | | | | | | |
|----------------------------|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|
| Retirement of Debt | \$ 2,738,532 | \$ 3,029,284 | \$ 2,848,134 | \$ 3,277,134 | \$ 4,898,134 | \$ 5,119,134 |
| Interest on Long-term | \$ 1,571,511 | \$ 1,539,822 | \$ 1,419,128 | \$ 1,387,767 | \$ 6,617,171 | \$ 5,158,173 |
| Interest on Short-term | \$ - | \$ 52,500 | \$ - | \$ 2,500 | \$ 2,500 | \$ 2,500 |
| Int on Short term Debt | \$ - | \$ - | \$ 16,524 | \$ 70,000 | \$ 70,000 | \$ 70,000 |
| Debt & Interest | \$ 4,310,043 | \$ 4,621,606 | \$ 4,283,786 | \$ 4,737,401 | \$ 11,587,805 | \$ 10,349,807 |

TOWN OF BELMONT
FY20 EXPENDITURE REPORT

ACCOUNTS FOR:
General Fund

| | 2016 ACTUAL | 2017 ACTUAL | 2018 ACTUAL | 2019 ADJ. BUDGET | 2020 DEPT. REQ. | 2020 TA RECOMM |
|---------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Abatement & Exemptions | \$ 800,000 | \$ 800,000 | \$ 794,554 | \$ 800,825 | \$ 840,000 | \$ 840,000 |
| State Assessments | \$ 1,728,161 | \$ 1,767,324 | \$ 1,782,753 | \$ 1,795,890 | \$ 1,887,013 | \$ 1,887,013 |
| Capital Roads Non Discretionary | \$ 1,549,000 | \$ 1,601,700 | \$ 1,642,000 | \$ 1,683,050 | \$ 1,725,126 | \$ 1,725,126 |
| Sidewalks | \$ - | \$ - | \$ 210,000 | \$ 215,250 | \$ 220,631 | \$ 220,631 |
| Capital Discretionary | \$ 1,818,365 | \$ 2,631,343 | \$ 1,366,600 | \$ 1,404,181 | \$ 1,839,281 | \$ 1,788,232 |
| TOTAL General Fund | \$ 100,118,337 | \$ 104,294,378 | \$ 108,005,299 | \$ 116,227,584 | \$ 130,334,898 | \$ 128,316,949 |

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> |
|--|--------------------------------|---------------------------------|---------------------------------|---------------------------------|--------------------------------|------------------------------------|----------------------------------|------------------------|-----------------|
| 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 | \$ 10,485.00 | \$ (26,515.00) | -72% |
| 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 | \$ 736,305.00 | \$ (552,837.00) | -43% |
| 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 Uility Water | \$ 7,515.81 | \$ 9,326.43 | \$ 10,339.99 | \$ 11,575.00 | \$ 11,575.00 | \$ 11,575.00 | \$ - | 0% |
| 6504502 522900 | Electrcity 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% |

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> |
|-----------------|--------------------------------|---------------------------------|---------------------------------|---------------------------------|--------------------------------|------------------------------------|----------------------------------|---------------------|-----------------|
| 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 | | | | | | | | |
| 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% |

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 BUDGET</u> | <u>FY2020 DEPT. REQ.</u> | <u>FY2020 TA RECOM</u> | <u>\$ Change</u> | <u>% Change</u> |
|----------------|--|---------------------------|---------------------------|---------------------------|--------------------------|------------------------------|----------------------------|----------------------|-----------------|
| 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% |
| 6504512 524100 | Water Maint-Backflow Prev | \$ - | \$ 778.05 | \$ - | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ - | 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>BUDGET</u> | <u>FY2020</u> <u>DEPT. REQ.</u> | <u>FY2020</u> <u>TA RECOM</u> | <u>\$ Change</u> | <u>% Change</u> |
|----------------|-----------------------------|---------------------------------|---------------------------------|---------------------------------|--------------------------------|------------------------------------|----------------------------------|------------------|-----------------|
| 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 | \$ 3,002,417.00 | \$ (17,698.00) | -1% |
| 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 | \$ 982,726.00 | \$ 244,768.00 | 33% |

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 BUDGET</u> | <u>FY2020 DEPT. REQ.</u> | <u>FY2020 TA RECOM</u> | <u>\$ Change</u> | <u>% Change</u> |
|-----------------------|------------------------------------|---------------------------|---------------------------|---------------------------|--------------------------|------------------------------|----------------------------|----------------------|-----------------|
| TOTAL | Water Maint Expenses | \$ 2,927,682.41 | \$ 3,199,881.02 | \$ 3,252,590.70 | \$ 4,033,273.00 | \$ 4,539,247.00 | \$ 4,278,998.00 | \$ 245,725.00 | 6% |
| | 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 | \$ 7,101,535.00 | \$ 15,503.00 | 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 BUDGET</u> | <u>FY2020 DEPT. REQ.</u> | <u>FY2020 TA RECOM</u> | <u>\$ Change</u> | <u>% Change</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 | \$ 5,527.00 | \$ (36,473.00) | -87% |
| 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 | \$ 1,266,627.00 | \$ 1,055.00 | 0% |
| 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% |
| 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% |

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 BUDGET</u> | <u>FY2020 DEPT. REQ.</u> | <u>FY2020 TA RECOM</u> | <u>\$ Change</u> | <u>% Change</u> |
|-----------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|--------------------------|------------------------------|----------------------------|---------------------|-----------------|
| 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% |
| 6604402 530801 | Sewer Billing Service&Upgrade | \$ - | \$ 38,149.05 | \$ - | \$ - | \$ 30,000.00 | \$ 30,000.00 | \$ 30,000.00 | #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>BUDGET</u> | <u>FY2020</u> <u>DEPT. REQ.</u> | <u>FY2020</u> <u>TA RECOM</u> | <u>\$ Change</u> | <u>% Change</u> |
|----------------------------------|----------------------------|---------------------------------|---------------------------------|---------------------------------|--------------------------------|------------------------------------|----------------------------------|----------------------|-----------------|
| 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 | \$ 5,374,220.00 | \$ 264,075.00 | 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 | \$ 5,852,762.00 | \$ 297,867.00 | 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

| | | FY2016 ACTUALS | FY2017 ACTUALS | FY2018 ACTUALS | FY2019 BUDGET | FY2020 DEPT. REQ. | FY2020 TA RECOM | \$ Change | % Change |
|---------------------------------------|---------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------------|-----------|
| 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 ACTUALS</u> | <u>FY2017 ACTUALS</u> | <u>FY2018 ACTUALS</u> | <u>FY2019 BUDGET</u> | <u>FY2020 DEPT. REQ.</u> | <u>FY2020 TA RECOM</u> | <u>\$ Change</u> | <u>% Change</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% |
| TOTAL EXPENSES | Sewer Enterprise | \$ 8,084,828.82 | \$ 8,981,566.71 | \$ 9,173,769.88 | \$ 9,326,880.00 | \$ 9,681,417.72 | \$ 9,653,512.72 | \$ 326,632.72 | 4% |

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 BUDGET</u> | <u>FY2020 DEPT. REQ.</u> | <u>FY2020 TA RECOM</u> | <u>\$ Change</u> | <u>% Change</u> |
|--------------------|---------------------------|---------------------------|---------------------------|--------------------------|------------------------------|----------------------------|----------------------|-----------------|
| | | | | | | | \$ 326,632.72 | |
| GRAND TOTAL | \$ 13,850,849.71 | \$ 15,529,532.49 | \$ 16,400,254.60 | \$ 16,412,912.00 | \$ 17,069,716.72 | \$ 16,755,047.72 | \$ 342,135.72 | 2% |
| | | | | | | | \$ 342,135.72 | |



Warrant Committee Report Town of Belmont FY 2020 Budget

May 2019

Contents

| | |
|---|----|
| 2018–2019 Warrant Committee Members..... | i |
| <i>Executive Summary</i> | ii |
| General Government..... | 1 |
| Town Clerk | 1 |
| Town Administration | 3 |
| Human Resources | 5 |
| Information Technology | 6 |
| Town Accountant | 8 |
| Town Treasurer..... | 9 |
| Assessors Office | 10 |
| Human Services..... | 12 |
| Council on Aging..... | 12 |
| Health Department | 14 |
| Library | 16 |
| Public Safety | 18 |
| Police Department | 18 |
| Fire Department | 21 |
| Public Services..... | 24 |
| Public Works..... | 24 |
| Community Development..... | 27 |
| Facilities | 29 |
| Recreation | 31 |
| Minuteman | 33 |
| Belmont Public Schools..... | 37 |
| Pension, OPEB, and Debt Liabilities | 48 |

2018–2019 Warrant Committee Members

John Alcock

Michael Crowley (resigned April 2019; elected to School Committee)

Elizabeth Dionne

Christine Doyle (Secretary)

Roy J. Epstein (Chair, resigned April 2019; elected to Board of Selectmen)

Jennifer Fallon

Daniel Halston

Anne Helgen

Geoffrey Lubien

Robert McLaughlin

Lynn Peterson Read

Paul Rickter

Ellen Schreiber

Laurie Slap (Vice-Chair)

Jack Weis

Ex officio

Michael Crowley (ex-officio, School Committee)

Thomas Caputo (ex-officio, Board of Selectmen)

Jill Norton, (former School Committee representative)

Adam Dash (former Board of Selectmen representative)

Executive Summary

Report of the Belmont Warrant Committee to Town Meeting May 2019

Authorization: *As prescribed by the Town of Belmont's By-Laws, it is the duty of the Warrant Committee to consider for all town meetings all articles in the Warrant that involve an appropriation of money and to report thereon to Town Meeting. The Warrant Committee is specifically charged with recommending a budget to Town Meeting and such recommendations are contained herein.*

I. Overview of FY20 Recommended General Fund Budget

The FY20 recommended General Fund budget is \$128.7 million, which represents a 10.7% increase over last year.¹ This increase reflects five main factors: the allowed 2.5% increase in last year's property taxes, "new growth" from property improvements that lead to higher assessments, increases in Chapter 70 State Aid for the schools, utilization of the remaining General Stabilization Fund reserve, and the introduction of increased property taxes to fund debt service for the new 7-12 school that will break ground in the summer of 2019. The budget process identifies the expected revenues and subtracts out the non-discretionary costs, such as pensions, debt service, Minuteman, and roads override funds. The remainder of the revenue is available for the General Fund budget.

Town Meeting created a General Stabilization Fund ("GSF") after the 2015 override as a "savings account" for the revenue from the override. The override has been essential to preserve town services and support enrollment growth for the schools. The GSF was originally expected to balance the budget for three years (FY16–FY18). Fortunately, careful management and solid revenue growth has allowed the override to last longer and extend through the coming fiscal year. However, the entirety of the remaining balance in the General Stabilization Fund will be used in FY20. Increased revenue (such as from an operating override) and/or reduced expenditures are therefore likely to be required in FY21 and beyond. The Warrant Committee believes that the work of the second Financial Task Force will be essential to address the longer-term structural deficit that the Town faces in its overall finances.

Table 1 compares the recommended FY20 General Fund budget to corresponding data for FY19. This budget is as of May 9, 2019 and is subject to minor adjustments before the June Town Meeting.

¹ The General Fund budget does not include expenditures budgeted under the Enterprise accounts (i.e., water and sewer), the Belmont Housing Trust, or Belmont Light.

Table 1: Summary of FY20 General Fund Budget vs. FY19 (\$ million)

| | FY20 | FY19 | \$ Change | % Change |
|----------------------------------|-----------------|-----------------|------------------|-----------------|
| Town | \$41.64 | \$39.88 | \$1.76 | 4.4% |
| Schools | \$60.65 | \$56.99 | \$3.66 | 6.4% |
| Capital Budget (Discretionary)* | \$1.60 | \$1.40 | \$0.20 | 14.2% |
| Other Capital Spending | \$0.54 | | | |
| Non-discretionary Costs** | \$24.23 | \$17.96 | \$6.28 | 35.0% |
| Total General Fund Budget | \$128.67 | \$116.23 | \$12.44 | 10.7% |

* Recommended by Capital Budget Committee

**Includes legally binding obligations such as pensions, debt replacement, state charges (e.g., MBTA), capital items (roads, sidewalks), Minuteman Vocational School, and Assessor's abatement reserves.

Note: Data do not include expenses budgeted in Enterprise Funds, trust accounts, or Belmont Light.

FY19 data is adjusted budget, not budget as voted by Town Meeting. Calculations reflect rounding.

Table 1 indicates the FY20 General Fund budget is 10.7% higher than the FY19 budget. The town budget grows 4.4%, and the budget for the schools rises 6.4%. The split between town and school in part reflects the stated purpose of the 2015 override to devote the majority of the override revenue to the schools to address increased enrollment. By comparison, Town services have not experienced similar growth in demand. Discretionary capital spending under responsibility of the Capital Budget Committee is up 14.2% from FY19 levels (an increase of 2.5% plus \$163,946 in turnbacks). Table 1 also shows 'Other Capital Spending' that represents funding for police cars, IT requests, library requests and fire department turn-out gear that traditionally are not included in the Capital Budget Committee's purview. The largest increase in FY20 General Fund expenses, \$6.3 million, is in other non-discretionary costs, primarily due to the introduction of long-term debt associated with the new 7-12 school.

Table 2 breaks out the increases in spending by function. The table shows town departments, school spending, and Minuteman costs as discussed later in this report. In addition, the table breaks out insurance expense, capital spending, and other non-discretionary costs.

Table 2: FY20 General Fund Budget vs. FY19 by Department or Function (\$ million)

| | FY20 | FY19 | \$ Change | % Change |
|----------------------------------|---------------|---------------|------------------|-----------------|
| General Government | 4.58 | 4.44 | 0.14 | 3.2% |
| Human Services | 3.24 | 3.16 | 0.08 | 2.5% |
| Police | 7.47 | 7.39 | 0.08 | 1.2% |
| Fire | 5.99 | 5.94 | 0.05 | 0.8% |
| Public Works | 8.22 | 8.01 | 0.20 | 2.5% |
| Community Development | 1.09 | 1.07 | 0.02 | 2.0% |
| Facilities | 4.69 | 4.35 | 0.34 | 7.9% |
| Insurance* | 6.37 | 5.53 | 0.84 | 15.2% |
| Belmont Public Schools | 60.65 | 56.99 | 3.66 | 6.4% |
| Capital Budget (Discretionary) | 1.60 | 1.40 | 0.20 | 14.2% |
| Other Capital Spending | .54 | - | .54 | |
| Operating Budget | 104.43 | 98.27 | 6.16 | 6.3% |
| Minuteman Vocational | 0.98 | 0.85 | 0.14 | 16.3% |
| Pension Expense** | 8.23 | 7.88 | 0.35 | 4.4% |
| Other Non-discretionary Costs*** | 15.02 | 9.23 | 5.79 | 62.7% |
| Total General Fund Budget | 128.67 | 116.23 | 12.44 | 10.7% |

* Includes health insurance; health insurance is no longer included in department budgets

** Does not include pension expenses budgeted in Enterprise Funds, Belmont Light, or trust accounts. See Pension discussion below.

*** Includes legally binding obligations such as: debt replacement, state charges (e.g., MBTA), capital budget (roads override), and Assessor's abatement reserves. Note: Data do not include expenses budgeted in enterprise funds or trust accounts. FY19 data is adjusted budget, not budget as voted by Town Meeting. Calculations reflect rounding.

The most material change between the FY19 and FY20 operating budget is in School Department expenses. This increase supports a roll-over of existing operations, rising external costs, and strategic expenditures. On the town side, the largest increase is in the "Insurance" line. In this year's reports, health insurance for all of the departments is consolidated in the 'Insurance' line and has been removed from departmental budgets. Belmont self-insures for healthcare and the FY20 budget reflects the recommendations of the Town's external health insurance consultant to increase projected health care costs by approximately 8%.

Changes shown in Table 2 are discussed in greater detail below. The recommended FY20 budget maintains roughly level town and school services, addresses higher student enrollments, and provides for capital investments (roads, sidewalks, equipment).

Expected and recommended revenues are summarized in Table 3. As with the expense figures shown above, the largest change from FY19 on the revenue side is due to the introduction of the debt service for the new 7-12 school in FY20 (listed in Table 3 as "Debt Exclusion"). New growth (driven by property improvements) remains relatively strong in FY20 at \$740,000. State Aid is projected to grow 3.0% in FY20.

Local receipts, including other taxes, have been increased by \$1.2 million in the FY20 budget. Roughly 25% of this increase is due to the adoption of the Collins Center recommendation to increase revenue from local receipts in line with recent trends. [Last year, Belmont's Town Administrator obtained a state Community Compact Grant to have the UMass Collins Center create a financial planning model for the Town.] Likewise, a large part of the increase in "Other Available Funds" is due to the adoption of the Collins Center formula that brings monies from the Enterprise Funds into the operating budget to cover indirect costs. In keeping with prior years, the FY20 budget is supported by Free Cash (\$2.3 million). The balance of funding comes from the remaining balance in the General Stabilization Fund (\$2.6 million).

Table 3: FY20 Expected General Fund Revenues vs. FY19 Actual Revenues (\$ million)

| | FY20 | FY19 | \$ Change | % Change |
|-----------------------------------|-----------------|-----------------|------------------|-----------------|
| Total Property Taxes | \$89.26 | \$86.09 | \$3.16 | 3.7% |
| Allowable 2.5% increase | \$2.23 | \$2.15 | \$0.08 | 3.7% |
| New Growth | \$0.74 | \$1.00 | (\$0.26) | -26.1% |
| Debt Exclusion | \$8.76 | \$3.49 | \$5.27 | 151.0% |
| Local Receipts | \$8.23 | \$7.04 | \$1.20 | 17.0% |
| State Aid | \$11.78 | \$11.44 | \$0.34 | 3.0% |
| Free Cash | \$2.31 | \$2.22 | \$0.09 | 4.1% |
| General Stabilization Fund | \$2.62 | \$1.34 | \$1.28 | 95.5% |
| Other Available Funds | \$2.73 | \$1.46 | \$1.27 | 87.0% |
| Total General Fund Revenue | \$128.67 | \$116.23 | \$12.44 | 10.7% |

Note: Subject to adjustment when State Aid is finalized later this fiscal year. Calculations reflect rounding.

II. Enterprise Funds

Belmont maintains separate Water Enterprise and Sewer Enterprise Funds. The Enterprise Funds receive revenue from rates charged for these services which are used to fund expenses incurred in the operation and upkeep of the Town's water and sewer system, including storm water management. The total expenditures for the Enterprise Funds are summarized in Table 4.

Table 4: Enterprise Funds Expenditure Summary (\$ million)

| | FY20 | FY19 | \$ Change | % Change |
|-------------------------------|----------------|----------------|------------------|-----------------|
| Water | \$7.10 | \$7.09 | \$0.01 | 0.1% |
| Sewer | \$9.65 | \$9.33 | \$0.35 | 3.4% |
| Total Enterprise Funds | \$16.75 | \$16.42 | \$0.33 | 2.0% |

Note: Calculations reflect rounding.

III. Risks in the FY20 Budget

By law, Belmont must operate with a balanced budget. If actual spending appears likely to exceed the total budget by year end, either spending must be reduced or reserves such as free cash must be utilized. Over the past year, it has become apparent that Town facilities have not received required maintenance on a timely schedule. The Town has hired a new Facilities Director and has budgeted a 6.2% increase in funds in the FY20 budget to address these needs. However, Facilities remains underfunded. The risk of unanticipated maintenance needs in FY20 is high.

Belmont self-insures for healthcare. The Town's external health insurance consultant recommended a 10% increase in health insurance costs for FY20. The Board of Selectmen decided on an 8% increase to alleviate pressure on the budget, given the higher than recommended balance in the Health Insurance Trust Fund available to cover any overage.

IV. Departmental Highlights:

The Warrant Committee has subcommittees that are responsible for analyzing individual departmental budgets and practices. The key analyses by each subcommittee are summarized below. More detail is provided in the chapters that follow.

Education (*Belmont Public Schools and Minuteman*)

The trend of increasing enrollments throughout the system is expected to continue for the foreseeable future. Enrollment growth of 34 students in FY19 seems unlikely to signal a shift in the longer-term trend. In fact, subsequent to October 1st, when the official enrollment figures are measured and total enrollment stood at 4,568, an additional 33 students have enrolled in the schools. According to a 2018 demographic report by McKibben Associates, enrollment in FY20 is expected to increase to 4,703 students and to climb to a peak of 4,923 students in FY28 before leveling off.

Recent increases in staffing have allowed the School Department to make inroads in addressing the pressures caused by the substantial enrollment growth over the past ten years.

Though special education costs remain a volatile and unpredictable component of the budget, the School Department's management of outside revenue sources such as the State Circuit Breaker has helped insulate the Department and the Town from year-to-year and mid-year volatility in special education expenses such as Out-of-District tuitions.

The shift in covering an increased percentage of student activity expenses through the General Fund has temporarily helped ensure the solvency of those funds. The overall expenses of these activities and the share covered by the General Fund bear continued monitoring in the year ahead. Moreover, at some point, revisiting the user fee levels and schedule may be warranted.

As of October 2018, 28 students from Belmont attend Minuteman High School. With the Town's 2016 decision to leave the Minuteman School District, Belmont will no longer be a member as of July 1, 2020 (the start of FY21). While space is available, Belmont can keep sending students to the school as a non-member town, paying roughly the same capital assessment per-student as it would pay as a member town, but a tuition rate that currently is considerably lower than the per-student operating assessment for member towns. Current enrollment trends suggest the ample availability of space for future Belmont students; however, this is not guaranteed and depends on demand from other towns, both member and non-member.

Public Services (*Community Development, Facilities, Recreation, Department of Public Works*)

While Community Development has made progress over the last decade in addressing the backlog of road projects, the Department estimates that there is currently still an approximate 17-year backlog of required road repairs. Unfortunately, due to the National Grid lock-out in the summer of 2018, scheduled road repairs for FY19 were delayed by a year.

In April of last year, the Town appointed a new Director of the Facilities department. He has been prioritizing the current significant backlog of maintenance issues. The department is committed to addressing routine maintenance issues, but preventive maintenance is a challenge under the current staffing level.

As part of the next phase of the recreation strategic plan, a new Assistant Town Administrator was hired with responsibility for directing the recreation department and establishing cost recovery strategies to create a recreation enterprise fund. However, the loss of high school facilities and the squeeze on town fields will impact both revenue and expense and obscure the expected enterprise performance for several years.

The tree-removal budget is under significant strain. The Town has many trees approaching 100 years old, which generally represents the end of their useful life and makes it prudent to remove them, and the 2016 drought damaged many trees thereby requiring trimming or removal. Although the FY20 budget includes a 4.5% increase in forestry services as well as a request for additional State aid, an additional \$100,000 - \$150,000 is likely necessary to address the current backlog. Currently, the DPW views this as the greatest additional need outside of the FY20 budget.

Public Safety (*Police, Fire, Emergency Management*)

The Town Administrator's planned review of all Town technology assets will help both the Police and Fire Departments maximize the use of recent investments in technology.

The replacement cycle for Public Safety equipment and vehicles should continue to be assessed. The Town should evaluate the cost-effectiveness of replacing these items less frequently.

The Fire Department has experienced high turnover in recent suppression staff hires, which results in costly training and overtime costs. More data is needed to identify factors contributing to this trend and determine what can be done to improve staff retention.

A shortage of crossing guards in the Town has added costs and diverted the resources of the Police Department. In light of the concern about safety, current traffic congestion and future changes due to the new 7-12 school, the Public Safety subcommittee is recommending that the Town, School Department and the Police consider how other towns manage similar shortages and determine if resources can be allocated more effectively.

General Government (*Financial departments: Assessors, Accounting, Treasurer; Administrative departments: Human Resources, Information Technology, Town Administrator, Town Clerk*)

The Board of Selectmen and Town Administrator launched a second Financial Task Force to create a financial plan for the Town. This work will assess the accomplishments since the first Financial Task Force in 2014-15 and identify any new opportunities since that time. The committee will use a financial model created last summer with a grant from the Collins Center at UMass Boston that allows multiple scenarios to be tested and evaluated. FY20 will be the fifth year since the 2015 override, a revenue increase that was expected to address the Town's budget needs for three years. The new Financial Task Force will develop a plan for the next 3-5 years.

The 7-12 building project is a major focus for both the Town Treasurer and Town Accountant. The Treasurer's Department accomplished a significant goal by having two rating agencies – Moody's and Standard and Poor's – affirm Belmont's Aaa rating for financial strength in advance of the issuance of new bonds for constructing the new school building. The Town will save approximately \$5.5 million for being a Aaa borrower for the initial bond issued in March of 2019. The Accounting Department has put processes in place to ensure prompt payment and filing of MSBA reimbursement requests for expenses related to the construction of the new school.

The General Government subcommittee would like to see the Town Administrator's office work with the IT department and residents to redesign the Town website. The result could increase the ability of residents to find the information they seek and to track their questions as they are resolved, which would both free up staff time for other projects and increase resident satisfaction.

Human Services (*Council on Aging, Health, Library*)

The Council on Aging (COA) has joined the Massachusetts Age Friendly Network. Last year Belmont was designated as an Age Friendly community.

The Health Department is recommending acquisition of smartphones for at least some Health Department staff, as they are currently using their personal phones to take pictures to document conditions on inspections, records that could be subject to a subpoena.

A Library Building Committee has been appointed and with a project manager and an architect and schematic plans for a new library are expected by this fall. The new Library will be constructed on the site of the existing library.

V. Free Cash and Stabilization Fund Update

Free Cash represents a town's unrestricted funds from operations. Generally, these arise from excess receipts over budgeted revenues and unspent expenses from departmental budgets. By law, the Massachusetts Department of Revenue certifies each city or town's free cash as of July 1.

Several years ago, the Board of Selectmen and Warrant Committee agreed upon a Free Cash Guideline: Belmont will seek to maintain the amount of Free Cash in the range from 3-5% of the current year's General Fund Revenue Budget (with a target of 4%). This is thought to be a prudent level to cushion against unforeseen adverse financial events.

Belmont started FY19 with \$8,406,183 in certified Free Cash, compared with \$5,646,719 as of July 1, 2018. A portion of the increase (\$2.8 million) was due to a higher than average number of taxpayers opting to prepay their total FY18 property taxes in advance of changes to the federal tax law that limited the deduction of state and local taxes. Given the proposed FY20 General Fund Revenue Budget of approximately \$128 million, the guideline indicates a range of approximately \$3.9 million to \$6.4 million in Free Cash is adequate for FY20.

Belmont has been drawing upon Free Cash for use in the operating budget for at least a decade. This practice is sustainable to the extent that the Free Cash used is "replenished" each year. Through careful and conservative budgeting, Belmont has been able to replenish Free Cash used in its budgeting process and, at times, significantly more. The Town has also used Free Cash balances in excess of the guideline to fund unanticipated expenses such as Fire Department building maintenance, as well as capital needs such as the Belmont Center project and modulars for the School Department. As budgeting tightens, the expectation is that Free Cash balances will be lower than in the past.

In addition to Free Cash, Town Meeting has created four stabilization funds in recent years – each effectively "rainy day funds", but all will have a zero balance at the end of FY20. The Major Capital Stabilization Fund is currently empty because its initial funding of \$1.75 million from the sale of the Woodfall Road parcel was transferred to the High School Building Project. The General Stabilization Fund (GSF) balances will be drawn down in entirety to support the FY20 budget. The Special Education Stabilization Fund was established in 2012 to cover extraordinary special education costs but that fund was drawn down to nearly a zero balance in 2015 and has not received additional funding. The Special Education Reserve Fund was created in 2017 but has not been funded.

The recommended FY20 budget will use Free Cash of \$2.3 million and the entire General Stabilization Fund balance of \$2.6 million to fund General Fund operating expenses. The Warrant Committee believes the use of Free Cash and the GSF in the FY20 budget is appropriate. At the same time, the Warrant Committee recognizes that there will need to be an infusion of new revenue in FY21 if level services are to be provided, likely in the form of an operating override.

VI. Longer-Term Issues

Four issues continue to stand out as long-term drivers of increasing costs for the Town: 1) employee compensation costs, 2) school enrollment growth and special education, 3) capital projects, and 4) unfunded pension and healthcare liabilities. As noted above, the Board of Selectmen and Town Administrator launched a second Financial Task Force earlier this year to create a 3-5year financial plan

for the Town. The Financial Task Force is using a financial model created last summer by the Collins Center at UMass Boston to evaluate Town financial needs under multiple scenarios. The model and additional input from the Collins Center was funded by a grant.

1. Compensation Costs

Employee compensation represents over 60% of Belmont's operating budget. Many municipal and school employees are unionized, with contracts that typically last three years. Negotiations will begin during FY20 for contracts that will begin July 1, 2020. It is difficult to change the trajectory of contract terms, and there is always a tension between controlling compensation growth and attracting and retaining top quality talent. As long as compensation costs rise faster than Belmont's sustainable revenue growth, pressure will continue to mount for further operating overrides or cuts in service. Belmont's healthcare costs have increased significantly over the past three years and health insurance is likely to be one item to be addressed in the upcoming negotiations.

2. Enrollment Growth and Mandated School Costs

The primary driver of the increase in the School Department budget over the past decade has been the steady and relentless growth in enrollment across the school system. We have an outstanding system that attracts families from all over the world. Total enrollment during the last decade has increased by 770 students, or 22%, and growth has been pervasive across all three levels of the system – elementary, middle, and high school. According to a 2018 demographic report by McKibben Associates, enrollment in FY20 is expected to total 4,703 students.

Special Education (SPED) and English Language Learners (ELL) enrollment, which require mandated and costly services, are growing faster than overall enrollment. The School Department has been able to insulate the General Fund budget from the largest and most volatile of these expenses, Out-of-District tuitions, through management of reimbursements from the state Circuit Breaker fund and other outside funding sources. Nonetheless, as the percentage of students requiring SPED and ELL services rises, there will be a higher proportional impact on the General Fund budget.

3. Capital Projects

The Capital Budget Committee ("CBC") identifies and recommends capital projects that can be funded with the operating resources made available to it. This year, operating funds made available to the CBC for discretionary capital spending increased 2.5% from FY19 and also included turnbacks of \$165,000 [Full details of the CBC Budget are included in a separate report distributed to Town Meeting.]

The Department of Community Development is responsible for the pavement management program (including sidewalks). Dedicated funding from two Town overrides has allowed considerable progress in addressing the backlog of road projects that need to be completed; but as noted above, there remains a 17-year backlog.

During the past year, Belmont has approved three significant building projects which will begin in FY20: renovations of the DPW facilities and police station; and the construction of a new grade 7-12 school that will break ground this summer (financed through a Debt Exclusion approved last November and MSBA

funding). In addition, the Board of Selectmen recently approved solar panels and battery storage as the post-closure use for the incinerator site.

The great challenge in planning capital projects is finding solutions that minimize the tax burden. Plans are moving forward for the Community Path, whereby design is funded through the Community Preservation Committee, and construction would be largely reimbursed or paid for by state and/or federal sources. Plans are also in the works to establish a new public/private partnership to develop a new skating rink. A Belmont Library Building Committee was formed in November 2017 and is working on schematic design for a new library on the current library site and a funding strategy that includes private fundraising. The Butler, Burbank and Winn Brook schools will require significant upgrades at some point.

The Warrant Committee supports the Town Administrator's intent to create a capital improvement plan and establish a permanent committee to focus on long-term capital planning and funding. The Warrant Committee would be pleased to work with this new committee, the Capital Budget Committee, the Community Preservation Committee, the Permanent Building Committee, and relevant town and school administrators and elected officials to prioritize projects and create a long-term capital improvement plan.

4. Pension, OPEB and Debt Liabilities

Pension

The pension requirement for the budget comes from the actuarial report of the Belmont Contributory Retirement System ("Retirement System"). The most recent actuarial report is dated January 1, 2018 and was submitted to the Retirement Board in September 2018. The report is updated every two years so the next report will be dated January 1, 2020. For FY20, the pension cost increases 5.7%, or \$554,483, to \$10.1 million for all relevant employees (General Fund, non-teaching School Department, Enterprises, Housing Trust, and Belmont Light). Pension costs will comprise about 7% of the total Town budget in FY20. This compares to \$9.6 million in FY19, which was also about 7% of the total Town budget.

The current total unfunded liability for the Retirement System is \$77 million, meaning the Retirement System is about 58% funded. The annual total pension contribution is expected to increase about 5.75% each year through 2029, based on the actuarial report for the period ending January 1, 2018. It is important to note that the annual contributions are recalculated at the time of each actuarial report, based on the most recent assumptions. Thus, the annual contributions may need to change in the future to meet the currently required full funding date of June 30, 2029.

OPEB

In addition to pensions, Belmont provides its employees healthcare and life insurance benefits upon retirement. Considering the retired Town and School employees' healthcare payments of \$3.4 million and the \$593,020 from Free Cash to be transferred to the OPEB Trust, the Town is allocating about \$4 million toward OPEB in FY20. As of January 1, 2017, the Town's unfunded OPEB liability was \$96.7 million. The unfunded liability is recalculated every two years by the actuary and its assumptions are revisited. Thus the funding level will change in the future.

Debt Service

The Town is budgeting \$11,587,805 for debt service in FY20, up 144% and \$6,850,404 from the FY19 debt service level of \$4,719,259. This does not consider the debt service of the Light, Sewer, and Water enterprises. Debt service will comprise about 7.8% of the Town budget in FY20. This significant

increase is due to the issue of \$100 million in new debt in March 2019 to fund the construction of the new Belmont Middle and High School.

Organization of the report

As in the past, the Warrant Committee takes a programmatic approach to analyzing the budget. Under this approach, we identify the programs provided by each department and then analyze the cost of those programs. An expense analysis follows, detailing and explaining those expense items that have changed by more than \$10,000 and 5%. There is description of proposed additions to programs and services, whether budgeted or not. Where useful, we have included special analyses and observations on issues confronting a department.

As noted earlier, in this year's report, health insurance and Medicare costs are not included in individual Department budgets. Reported FY19 budget numbers have similarly been adjusted to exclude health insurance and Medicare costs to ensure year-to-year comparisons are meaningful. (Please note, therefore, that FY19 totals in this report for individual Departments will not match the FY19 figures cited in last year's Warrant Committee Report.)

This report is a collaborative report that reflects many hours of work by all members of the Warrant Committee with assistance from the Town Administrator, the Town Treasurer, the Town Clerk, the School Committee, School Superintendent and Finance Director, and each of the department heads. The Chair of the Warrant Committee takes responsibility for the content. We welcome all feedback that could help make the report more useful to Town Meeting Members. Please email any comments to warrcommpublic@belmont-ma.gov.

General Government

Article 18A: That under General Government, \$4,183,017 be raised and appropriated.

General Government departments are responsible for the administrative, financial, legal, and management functions of the Town. They are Town Clerk, Town Administration, Human Resources, Information Technology, Town Accountant, Town Treasurer, and Assessors' Office.

Town Clerk

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-----------|------------------------------|-----------------------------|-----------|
| \$469,806 | \$1,753 | 0.4% | 4.5 |

Budget by Program

Most of the cost is distributed between two areas – Elections and Registration and Town Clerk responsibilities.

| Program | Budget \$ | Budget % |
|-------------|-----------|----------|
| Legislative | \$28,550 | 6.1% |
| Town Clerk | \$233,844 | 49.8% |
| Elections | \$207,412 | 44.1% |
| Total | \$469,806 | 100.0% |

Expense Analysis

The following budget line items changed by more than 5% and by more than \$10,000 from the prior year.

| Line Item | FY20 | Prior Year | % Change | Explanation |
|----------------------------------|----------|------------|----------|-----------------|
| Election Poll Workers/Tabulators | \$43,250 | \$78,500 | -44.9% | Fewer elections |

Election Poll Workers/Tabulators in the FY20 budget is \$43,250, which is a reduction of \$35,250 or 44.9%. This reduction results from the cost of administering three elections last fall not scheduled in the FY20 budget.

Requested Adds (not included in the budget above)

None.

Special Analysis and Observations

Faced with the amended public records law, the Clerk's Office acquired new software that greatly improved the efficiency and reduced the manpower to respond to public records requests. In calendar year 2018, the Town Clerk handled 1,287 public records requests with an average response time of 2.4 days.

To respond to the expanded early voting, the Clerk's Office acquired new software that handled 3,384 early voters over 11 days and which cut the Clerk's Office overtime labor hours approximately in half. Last

year the Clerk's Office processed 450 requests from the School Department for resident's verification. In the fall of 2018, the Clerk's Office flawlessly administered three elections, 11 days of early voting, four caucuses of Town Meeting members and two days of special elections, all in the span of nine weeks, as well as processing 1,163 absentee ballots in the November turnout which hit 73% participation, one of the highest in the state. During 2018, the Clerk's Office fully deployed its online business license capability.

Our Town Clerk, Ellen O'Brien Cushman, was recognized last year by her peers and awarded the Town Clerk of the Year by the Massachusetts Town Clerk's Association.

Town Administration

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-----------|------------------------------|-----------------------------|-----------|
| \$945,886 | \$8,003 | 0.9% | 5.0 |

Budget by Program

The largest amount of time and resources are spent in General Management services, which includes but is not limited to, managing and coordinating the work of department heads, overseeing and procuring insurance, and handling community relations. Legal Services takes the next largest amount of resources.

| Program | Budget \$ | Budget % |
|---------------------|-----------|----------|
| General Management | \$555,396 | 58.7% |
| Board of Selectmen | \$85,490 | 9.0% |
| Legal Services | \$297,500 | 31.5% |
| VFW Lease Agreement | \$7,500 | 0.8% |
| Total | \$945,886 | 100.0% |

Expense Analysis

There were no budget line items that changed by more than 5% and by more than \$10,000 from the prior year.

Requested Adds (not included in the budget above)

None.

Special Analysis and Observations

In January 2019, a new Assistant Town Administrator, Jon Marshall, was hired with the primary mission to redefine the role of Recreation Director and create a Recreation Enterprise Fund. The 2014-15 Financial Task Force identified recreation as a significant revenue opportunity and bringing in an Assistant Town Administrator who can guide the growth of the department is an important step in achieving that goal.

The Board of Selectmen and Town Administrator launched a second Financial Task Force to create a financial plan for the town. This work will assess progress since the first Financial Task Force in 2014-15 and identify any new opportunities since that time. The committee will use a financial model created last summer with a grant from the Collins Center at UMass Boston that allows multiple scenarios to be tested and evaluated. FY20 will be the fifth year since the 2015 override, a revenue increase that was expected to address the town's budget needs for three years. The new Financial Task Force will develop a plan for the next 3-5 years.

The Town Administrator expects to launch another project with a Collins Center grant to create a capital improvement plan and establish a permanent committee to focus on long-term capital planning.

The office is taking the lead on evaluating the possibility of creating an RFP for a public private partnership for a new skating rink that could replace the old rink, which is long past its useful life, with a new rink at no cost to taxpayers. The devil is in the details, and great care would need to be given to write an RFP that provides for the needs of the town, schools, recreation department, and youth sports organizations.

The office is beginning work on a town-wide parking policy prompted, in part, by the imminent opening of public parking in Cushing Square. The Board of Selectmen wants to create a set of guidelines to inform decisions when residents and business owners request parking restrictions – either no parking, time-limited parking, loading zones, or any other variations – so that decisions across town can be consistent.

This year is the beginning of union contract negotiations, and as part of that process, the town is doing an analysis of health care benefits. As personnel is the largest budget expense, growth in health care costs has a tremendous impact on the budget.

Capital projects will continue to be a priority for the Town Administrators office. With three simultaneous building projects underway – the high school, police station, and DPW – as well as two in the wings – the rink and library – the department will be critical in executing the projects and managing the experience for residents throughout town. The Board of Selectmen have chosen a post-closure use for the incinerator site – solar panels and battery storage – which will allow planning for the remediation of the site to begin. The Community Path Project Committee is beginning work on the path's design. Once the design is complete, Belmont is in a good position to receive state transportation (TIP) funds to pay for construction of the path.

FY20 Recommendations

We would like to see the Town Administrator's office work with the IT department and residents to redesign the website. The result could increase the ability of residents to find the information they seek and to track their questions as they are resolved, which would both free up staff time for other projects and increase resident satisfaction.

The Town Administrator has been very effective in pursuing grants to fulfill needs that cannot be funded through the operating budget. We recommend that the Town expand this work with all of the departments to identify additional support that could expand its ability to leverage grant opportunities.

Human Resources

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-----------|------------------------------|-----------------------------|-----------|
| \$281,212 | \$4,804 | 1.7% | 3.25* |

Budget by Program

Time and money are divided among Benefits Administration services including health, dental and life insurance and flexible spending and deferred compensation plans; labor relations and negotiations, pay and classification plan matters; and general assistance to employees, agencies and the general public.

| Program | Budget \$ | Budget % |
|--|-----------|----------|
| Benefits Administration | \$70,303 | 25.0% |
| Employee/Labor Relations | \$126,545 | 45.0% |
| Recruiting/Retention/Pay & Classifications | \$84,364 | 30.0% |
| Total | \$281,212 | 100.0% |

* The 3.25 FTEs includes a part-time benefits coordinator whose salary is paid from the Health Insurance Trust Fund and not included in the department budget.

Expense Analysis

There were no budget line items that changed by more than 5% and by more than \$10,000 from the prior year.

Requested Adds (not included in the budget above)

None.

Special Analysis and Observations

The department is continuing to update and implement Town employment policies. Many of these policies were either outdated or non-existent.

The Human Resources department handles negotiations with all non-school unions. The current three-year contracts with these unions expire on June 30, 2020, so negotiation of new three-year contracts will begin this year.

Information Technology

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-----------|------------------------------|-----------------------------|-----------|
| \$966,369 | \$87,156 | 9.9% | 5.0 |

Budget by Program

The department's primary responsibilities include desktop services, Enterprise Resource Planning system administration, Geographic Information System and database administration, file server and communications administration, and technical training.

| Program | Budget \$ | Budget % |
|----------------------------|-----------|----------|
| Desktop Services | \$135,292 | 14.0% |
| ERP Systems Admin | \$251,256 | 26.0% |
| GIS/DB Admin | \$40,587 | 4.2% |
| File Server/Communications | \$523,772 | 54.2% |
| Technology Training | \$15,462 | 1.6% |
| Total | \$966,369 | 100.0% |

Expense Analysis

There were no budget line items that changed by more than 5% and by more than \$10,000 from the prior year.

Requested Adds (not included in the budget above)

The IT department would like to purchase a hard drive shredder. This \$10,000 purchase would save the expense of shredding each hard drive that is being discarded and might provide an income opportunity for the town, as neighboring towns might be interested in paying to have hard drives shredded at a lower cost. The department has also asked for a part-time administrative assistant to help with non-technical tasks and free up staff to focus on their technical work.

Special Analysis and Observations

The Information Technology department is in the middle of a three-year project to phase out the fiber network hub in the Belmont Light building in Belmont Center. Last year, a map of the town's entire fiber network was created and this year they have been creating a new more efficient design for this network. In the coming year, IT will be implementing this design. Belmont High School and Belmont Public Library are also hubs in this network, so the network design needs to take into account forthcoming work on those buildings.

IT handles all computer hardware and software needs in all town departments. All desktop computers have been upgraded to Microsoft Windows 10, and the department has a schedule for replacing all desktop computers on a five-year schedule. Town departments have been increasingly reliant on the network, as more content moves to the cloud. That means the network needs to be thought of a utility, like electricity, that is essential for town operations.

Network security is an important program. Educating town staff about how to avoid email phishing attacks and other fraudulent activity is crucial. An artificial intelligence based network security system helps

detect unusual activity on the network. This area needs to remain a key focus of IT's work, since there is significant risk of financial cost to the town if security is compromised.

F20 Recommendations

We would like to see the town explore the possibility of consolidating IT personnel in some of the town departments. Several additional departments have a single IT person dealing with technology specific to their departments. The departments already work closely together and cover for each other when staff are on vacation or out sick, but there may be advantages – both financial and functional – to combining small IT departments to work as part of a more concentrated center of expertise.

Town Accountant

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-----------|------------------------------|-----------------------------|-----------|
| \$399,144 | \$562 | 0.1% | 3.6 |

Budget by Program

| Program | Budget \$ | Budget % |
|-------------------------------|-----------|----------|
| Accounting, Audit, Budgets | \$243,478 | 61.0% |
| Accounts Payable & Purchasing | \$155,666 | 39.0% |
| Total | \$399,144 | 100.0% |

Expense Analysis

There were no budget line items that changed by more than 5% and by more than \$10,000 from the prior year.

Requested Adds (not included in the budget above)

None.

Special Analysis and Observations

The Town Accounting department has successfully implemented Governmental Accounting Standards Board regulations (GASBs) 64 & 65 (pensions) and GASBs 74 & 75 (OPEB) for all Town of Belmont entities, including Belmont Light and the Retirement Board. Timely audits and GASB implementation were major factors in completing Official Statement requirements for rating agencies Moody's and S&P.

Ongoing use of MUNIS, the Town's accounting technology, has resulted in cloud-based access to necessary information and considerable savings in paper/printing costs.

Pursuant to the restructuring of the accountant department responsibilities, as approved by the Board of Selectmen, accounting staff have engaged in cross-training for various responsibilities. This has led to more efficient distribution of work during peak periods.

Three major challenges are (a) maintaining the Town's Aaa bond rating through the next round of the 7-12 school borrowing in March/April 2020; (b) ensuring prompt payment and filing of MSBA reimbursement requests for expenses related to construction of the new 7-12 school; and (c) providing regular financial and cash flow reports to all three Building Committees (school, police, and DPW). The Assistant Town Accountant is working with the High School Building Committee Project Manager and MSBA to review and process school reimbursement requests.

Town Treasurer

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-----------|------------------------------|-----------------------------|-----------|
| \$704,986 | \$30,134 | 4.5% | 7.5 |

Budget by Program

| Program | Budget \$ | Budget % |
|-------------|-----------|----------|
| Treasury | \$310,387 | 44.0% |
| Collections | \$301,599 | 42.8% |
| Parking | \$93,000 | 13.2% |
| Total | \$704,986 | 100.0% |

Expense Analysis

The following budget line items changed by more than 5% and by more than \$10,000 from the prior year.

| Line Item | FY20 | Prior Year | % Change | Explanation |
|--------------------------|----------|------------|----------|---|
| Parking Meters & Devices | \$45,000 | \$30,000 | 50% | Verizon no longer supporting meters; converted to Comcast for credit card processing, more \$ |

Requested Adds (not included in the budget above)

None.

Special Analysis and Observations

The Treasurer's Department accomplished a significant goal in April 2018 by having Moody's reaffirm our Aaa rating for financial strength in advance of the issuance of new bonds for constructing the new 7-12 school building. The bond issuing companies requested Belmont to apply for a financial rating from Standard & Poor's for a second opinion, and the town was rated as a Aaa borrower by S&P as well. The town will be saving approximately \$5.5 million for being a Aaa borrower rather than having the more common rating of Aa for the initial bond issued in March of 2019.

Due to the current interest rate environment and the town's Aaa rating, the Town Treasurer has negotiated a refunding of the bonds for the Wellington School/ Senior Center bonds that will save the town \$ 2.8 million over the duration of the bond.

The Department, through careful collection policies, continues to have a high collection rate for real estate taxes and makes an effort where it can to assist home owners with payment plans when appropriate.

The Department will need to collaborate with a number of town departments in FY 2020 to start the next round of financing of the school building, work on the Community Path funding and a potential operating override.

Assessors Office

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-----------|------------------------------|-----------------------------|-----------|
| \$415,614 | \$8,682 | 2.1% | 4.2 |

Budget by Program

| Program | Budget \$ | Budget % |
|-------------------------|-----------|----------|
| List & Value | \$132,996 | 32.0% |
| New Growth | \$120,528 | 29.0% |
| Abatements & Exemptions | \$103,904 | 25.0% |
| Excise Taxation | \$58,186 | 14.0% |
| Total | \$415,614 | 100.0% |

Expense Analysis

There were no budget line items that changed by more than 5% and by more than \$10,000 from the prior year.

Requested Adds (not included in the budget above)

None.

Special Analysis and Observations

New growth figures for FY20 are expected to be in the range of \$740,000. Ongoing completion of the Royal Belmont accounts for \$70,000 of this number. The Bradford (in Cushing Square) may also contribute to new growth as portions of that project reach completion. Typical new growth figures are in the range of \$600,000 annually and are driven by residential additions or renovations.

The Abatements and Exemptions reserve is now \$840,000 (an increase from \$800,000) which is approximately 1% of the property tax revenue (the Commonwealth would approve a range of 1-5%). Larger new growth valuations require additional reserves in order to allow for the potential for additional abatement requests. The reserve also accounts for property tax work-off programs provided to Belmont seniors (subject to income requirements).

The Department uses appraisal software (CAMA) developed by J.F. Ryan, a company with which the Department has worked for approximately 30 years. CAMA software is both state-of-the-art and user-friendly. However, the company is small and lacks a clear succession plan. The current software contract runs through 2021.

FY20 Recommendations

Business property currently accounts for approximately 5% of annual property tax receipts. Factors that could have a positive impact on the Town's commercial tax base include revisions of the zoning code to clarify business permit requirements, increased transparency of the application process, and a reduction in the need for special permits.

Due to the overwhelmingly residential nature of the Town's tax base, we do not recommend adopting a residential property tax exemption, as Belmont lacks a sufficient commercial tax base to result in a meaningful shift of the tax burden.

We recommend finding ways to better inform seniors of currently available property tax exemptions and the tax deferral program, particularly given the reduction in the interest rate on deferred taxes from 8% to 4.5% (as authorized by Town Meeting in 2018). We appreciate the ongoing efforts of the Board of Assessors to lobby the state to increase current exemption levels.

Human Services

Article 18H: That under Human Services, \$3,237,146 be raised and appropriated.

Council on Aging

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|---------|------------------------------|-----------------------------|-----------|
| 390,111 | 8,489 | 2.20% | 5.6 |

Department Mission / Description of Services

Mission: Provide services to enrich the ability of seniors to live safe, independent, meaningful and healthy lives.

Services: Also manages the Beech Street Center rental program. The number of different users increased this year by 10% to approximately 2,200.

Budget by Program

| Program | Budget \$ | Budget % |
|---|-----------|----------|
| Transportation | \$108,661 | 32.3% |
| Social Services+6400 | \$95,735 | 22.6% |
| Nutrition | \$11,703 | 3.1% |
| Health & Wellness | \$88,860 | 23.0% |
| Socialization, Adult Education & Arts | \$52,301 | 12.4% |
| Volunteer Services | \$17,738 | 3.6% |
| Senior Trips | \$7,215 | 1.5% |
| After-Hours Facility Coordination & Rentals | \$7,898 | 1.5% |
| Total | \$390,111 | 100.0% |

The transportation services provided by the COA amounts to approximately one-third of their budget.

Expense Analysis

There were no budget line items that changed by more than 5% and by more than \$10,000 from the prior year.

Requested Adds (not included in the budget above)

Additional social work services.

Special Analysis and Observations

Although the Council on Aging's (COA) total budget is only \$390,111, it administers programs with a total expenditure of approximately \$1 million dollars. In addition to its allocated budget, the COA receives

state annual grants, the Springwell funded meals program, donations and contributions, revenues from revolving funds and the value of volunteer services, all of which total \$621,934.

The COA took the initiative and completed an application to join the Mass. Age Friendly Network which was accepted and last year Belmont was designated as an Age Friendly community. The COA, together with the Assessors, spearheaded the effort to improve senior tax benefits and successfully shepherded through the Town Meeting a rise in the limit of what the seniors could earn through the tax work off program from \$1,000 to \$1,500 per annum. Transportation is a vital service provided by the COA to Belmont's seniors which enables seniors to remain independent in daily living with trips for grocery shopping, medication, banking, etc. This year the COA received a new state grant funded vehicle and now has available two vehicles. The COA administers the Beech Street Center rental program which this past year netted after expenses \$20,697, an increase of over \$3,000 from the previous year

Through Springwell, a federally funded program, the COA provides between 40 and 50 lunches a day. The COA continues to work in cooperation with the Police and Fire Departments and the Health Department to deal with the ever-increasing problem of seniors living in unsafe housing. The COA continues to share a social worker with the Health Department and as in past years again requests additional funding to be able to provide more services from the social worker.

Health Department

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-----------|------------------------------|-----------------------------|-----------|
| \$595,325 | \$6,361 | 1.1% | 5.5 |

Budget by Program

The largest share of time and budget is devoted to youth, family, disease, and administration (73%), while animal control and veterans services comprise the rest of the department's activity. Animal control is conducted by an animal control officer, a position which is currently vacant. The youth coordinator position was new last year, but also is currently vacant.

| Program | Budget \$ | Budget % |
|--|-----------|----------|
| Animal Care & Control | \$70,976 | 11.9% |
| Veterans Services | \$115,648 | 19.4% |
| Environmental Health, Youth, Family, Disease, Admin | \$408,701 | 68.7% |
| Total | \$595,325 | 100.0% |

Expense Analysis

No Health Department budget line items changed by more than 5% and by more than \$10,000 from the prior year.

Requested Adds (not included in the budget above)

None.

Special Analysis and Observations

Hoarding, rats, trash, and unsanitary housing conditions are increasing concerns of the department. Rat sightings and complaints decreased last year but are expected to be more of a problem in the coming year because of a mild winter and related population increase. Complicated housing issues and nuisance complaints result in time-consuming investigations and are a growing challenge for the department. For example, renter complaints from such issues as heating, leaks, and utility bills have approximately doubled in the past year. The more such calls received by the department, the fewer resources that can be allocated to disease prevention and public health education.

Substance abuse remains a concern. While the opioid epidemic is not viewed as an increasing problem for Belmont, it requires continued monitoring. In addition, there is growing concern about vaping, especially at the high school. The department participated in a vaping education night at Belmont High School and also participates in meetings of the Belmont Wellness Coalition, which is doing planning work around drug prevention and education through a Drug Free Communities grant obtained by the Wayside Youth and Family Network. The annual Youth Risk Behavior Survey, conducted in schools in the spring, will provide a useful benchmark for improving the drug prevention education and response.

The Health Department has done work to strengthen tobacco regulations. Currently there are 14 tobacco retailers in Belmont. A "cap and ban" policy framework has been undertaken, which would restrict the

issuance of new tobacco licenses if a vendor goes out of business. The Board of Health also has voted to improve regulations to require that any marijuana drug-related paraphernalia not be on open display for sale in retail stores.

The new Youth Coordinator (position now vacant) has organized a number of events for Belmont children, including an ice cream social for the Middle School, an early release day movie at Belmont Studio Cinemas, and a Peeps Diorama Contest.

FY20 Recommendations

Belmont's health department is small. In the past, some services have been provided in cooperation with neighboring communities. While cross-community services provide challenges for coordination, scheduling, and service delivery, expanding local partnerships could serve as a way to increase the delivery of some services.

Consideration also should be given to updating the Health Department's website. Many of the reports and links are dated or inactive. The website can be a low-cost means of providing access to current public health-related information and educational materials.

The Board of Health has recommended that town-procured mobile phones should be provided to Health Department managers and staff. Currently, staff must use their own phones for work-related calls and photos to document inspections, which complicates matters if phone records and related documentation are subpoenaed. One recent estimate put the cost of town-procured mobile phones at approximately \$2,400—a relatively de minimis cost the town should consider incurring.

Library

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-------------|------------------------------|-----------------------------|-----------|
| \$2,251,710 | \$63,430 | 2.9% | 24.4 |

Budget by Program

The Library provides services in five primary program areas: Circulation Services; Adult/Reference Services; Young Adult Services; Children's Services, and Technical/Processing Services.

The budget calls for an increase of 2.9%, (adjusting for the removal and separate accounting for health insurance and Medicare costs), with no significant changes except for the addition of \$10,000 to cover the cost of opening the Library on Sundays in the summer, allowing it to be open seven days a week year-round.

Public Services include the first four program areas noted above. When combined with Technical/Processing services, these five program areas account for 86.5% of the FTEs and 77% of the total budget.

| Program | Budget \$ | Budget % |
|-------------------------------|-------------|----------|
| Public Services | \$1,440,540 | 64.0% |
| Technical/Processing Services | \$293,190 | 13.0% |
| Plant Operations | \$321,676 | 14.3% |
| Administration | \$196,304 | 8.7% |
| Total | \$2,251,710 | 100.0% |

Expense Analysis

There were no budget line items that changed by more than 5% and by more than \$10,000 from the prior year.

Requested Adds (not included in the budget above)

None.

Special Analysis and Observations

The Library continues to be the 11th highest circulating library in the Commonwealth for the 3rd year in a row, with over 60% of the residents holding library cards. There are particularly big increases in electronic media downloads: e-books, audiobooks, movies, and music selections. This trend is expected to continue, and the Library will look to increase resources in this area.

An ongoing goal for the Library Director and the Trustees is thinking about the library of the future, planning for strategic changes in the staffing model and the new skills that will be needed to support desired programs and services as the needs and tastes of the community change.

People are coming to the Library in greater numbers, with foot traffic counts increasing by about 5% in the past two years over previous years. Programming continues to expand for increasing numbers of patrons. There was a 28% increase in adult program attendance. The Library staff continues to collaborate with other town departments, notably the School Department, the Police Department, and the Council on Aging, to provide training, services and enrichment programs for staff and citizens of all ages.

The Library Building Committee continues its work with an architect and an owner's project manager to produce the schematic design for a new building on the current site. Work on the fundraising campaign to help with the cost of the new building is progressing. A constant challenge for the Library Director and Trustees is maintaining the current building, making prudent investments to ensure it remains a safe, efficient space, while planning for a new library, aware that any improvements may have a limited useful life.

Public Safety

Article 18D: That under Public Safety, \$13,459,730 be raised and appropriated.

The Public Safety departments are the Police Department and the Fire Department. In addition to these two departments, the Public Safety appropriation includes \$24,341 for the Belmont Emergency Management Agency (BEMA), a mandated function responsible for planning, training, compliance and mitigation in relation to disaster planning and Homeland Security.

Police Department

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-------------|------------------------------|-----------------------------|-----------|
| \$7,472,519 | \$85,773.00 | 1.2% | 71.63 |

Budget by Program

| Program | Budget \$ | Budget % |
|-----------------------------|-------------|----------|
| Patrol Services | \$4,306,380 | 57.6% |
| Traffic Management | \$521,982 | 7.0% |
| Detectives & Investigations | \$641,321 | 8.6% |
| Community Services | \$487,288 | 6.5% |
| Joint Public (911) | \$905,868 | 12.1% |
| Administration | \$518,429 | 6.9% |
| Records | \$91,250 | 1.1% |
| Total | \$7,472,518 | 100% |

Note: The Department also utilizes 22 volunteer and per diem staff in addition to the 71.63 FTEs included in the FY20 budget.

The FY20 budget for the Police Department calls for a 1.2% increase over the FY19 Budget. About 58% of the budget is allocated to Patrol Services, which provides 24/7 coverage of the town. The next largest portion of the budget is Communications, 12.1%, which handles emergency calls for both the Police and Fire Departments, including emergency medical services, as well as all after hours calls for the town. Administration expenses, including records, accounts for 7% of the budget.

Expense Analysis

The following budget line items changed by more than 5% and by more than \$10,000 from the prior year.

| Line Item | FY20 | Prior Year | % Change | Explanation |
|---------------------------|-----------|------------|----------|---|
| Police Patrol Night Shift | \$135,353 | \$115,876 | 16.8% | New hires assigned to night shift replacing two retired officers who worked day shift; increase in contract settlements. |
| Police Traffic Control | \$171,238 | \$259,020 | -33.9% | Eliminated the floating sergeant position (assigned to traffic) and assigned a sergeant to oversee outside work/details and overtime. |
| Police Detectives | \$531,535 | \$486,023 | 9.4% | Contract settlements. |
| Education Incentive | \$0 | \$20,500 | -100.0% | Eliminated flat rate to a percentage. |
| Police Community Service | \$420,989 | \$328,040 | 28.3% | Middle School SRO (School Resource Officer) added |

Requested Adds (not included in the budget above)

Software Specialist – expect will be addressed in town-wide IT plan to be developed by the Town Administrator.

Special Analysis and Observations

General: The Department is in the process of having its 87-year old police station renovated and will be move to temporary quarters in FY20. The Department's building renovation and temporary relocation may cause some disruption to the Department.

Community policing is an increasingly complex engagement, influenced by the rise in opioid usage, mental health, and domestic abuse issues, and the perception of policing driven by incidents occurring elsewhere. The Belmont Police Department's proactive engagement in these issues and community-based outreach continues to be an important asset to the town. The opioid epidemic remains an area of concern.

Succession Planning: In anticipation of the retirement of Chief McLaughlin in December 2019, the town is engaging in a succession planning process.

Technology and Data Management: In recent years, the Department has been challenged to make the fullest use of technology and data management. The Police Department will participate in the Town's upcoming review of technology assets.

Crossing Guards: The town is experiencing difficulty recruiting crossing guards. As a result, police officers are being required to cover more posts throughout the town. There are 16 crossing posts throughout the town. The Department has been forced to double the amount of crossing posts it covered for the past 2 years, from 164 for the 2016-17 school year to 325 in the 2017-18 school year and then nearly doubling it again to 628 in the current school year to date. For January and February 2019 alone, it covered 288 crossing posts. In some cases, the Department is paying overtime to have an officer from the last half shift to cover a crossing post. These posts are covered by officers at the same time there is an increased demand for traffic enforcement in town and around the schools.

There are four–six officers working each shift. If four officers are covering crossing posts, that can significantly impact the Department’s ability to patrol town-wide thousands of motor vehicles traveling each day through Belmont. The Department has reduced the required hours and increased the pay for crossing guards but is still experiencing difficulty filling the positions.

Additional Demands: In addition to the demands for traffic enforcement mentioned above, the Department is being asked to be involved in a number of places that fall outside of the tasks one would think of as traditional law enforcement work. For example, the Department noted increased demands to assist more complex communities, such as seniors and youth with mental health issues, people in crisis, and individuals and families dealing with substance abuse disorders.

Due to a recent change in the public records law, the Department is processing a large number of public records requests, which can be time consuming.

Staffing: In addition to 49 sworn police officers, the Department oversees 33 additional communications, traffic safety, community service and administrative personnel, as well as 26 auxiliary and special police volunteer personnel for a total of 108 departmental employees. The roster has increased by one from last year’s 107 (FTE is scheduled for 71.63). The Department filled a School Resource Officer (SRO) position for the middle school.

C4RJ Partnership: 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.

Recommendations

Maximize the use of recent investments in technology. Work with Town Administrator on a review of the Town’s technology assets and needs to make the fullest use of available technology and data management tools.

Consider town-wide outreach for more crossing guards. The Town and the Department should consider studying the ability of comparable towns to maintain/increase the number of crossing guards.

Continue to assess more cost-efficient use and/or the replacement of Department vehicles. The Department added anti-idling technology to its vehicles. Going forward, it is exploring the introduction of hybrid vehicles. The budget includes \$180,000 to replace three police cruisers (\$60,000 per vehicle), a recurring cost each year. A longer replacement schedule (e.g., 4-5 years per vehicle) could save \$60,000 or more per year in vehicle replacement costs.

Fire Department

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-------------|------------------------------|-----------------------------|-----------|
| \$5,963,067 | \$50,367 | 0.90% | 55 |

Budget by Program

| Program | Budget \$ | Budget % |
|---------------------|-------------|----------|
| Fire Administration | \$768,777 | 12.9% |
| Fire Suppression | \$4,996,610 | 83.8% |
| Rescue Services | \$197,680 | 3.3% |
| Total | \$5,963,067 | 100.0% |

Although the Fire Department is divided into five functions, the need to staff Fire Suppression 24/7 drives 84% of the FY20 budget and all of the non-administrative FTEs. These expenditures also cover ambulance, emergency and service calls, minor maintenance, and other tasks performed by the Fire Suppression personnel when not on fire calls. The EMS portion of the budget includes supplies, training and overtime, and other incremental costs required to provide ALS/BLS services. The bulk of EMT and ALS stipends are included in departmental expenses.

The Department's budget will increase by 0.9% in FY20 from FY19, due primarily to contractual increases which drive overtime and EMT stipends, and training.

Expense Analysis

The following budget line items changed by more than 5% and by more than \$10,000 from the prior year:

| Line Item | FY20 | Prior Year | % Change | Explanation |
|-----------------------|-----------|------------|----------|--|
| Software Licenses | \$53,900 | \$43,900 | 23% | License/maintenance cost related to project from FY19 |
| Replace Equipment | \$0 | \$32,555 | -100% | Now part of license/maintenance cost |
| ALS Specialty Stipend | \$131,681 | \$117,581 | 12% | Contractual obligation and redistribution of employees |
| EMS Training | \$13,000 | \$1,500 | 767% | Reallocation of ALS money to EMS |
| ALS Training | \$0 | \$13,000 | -100% | Reallocation of ALS money to EMS |

Requested Adds (not included in the budget above)

For the past several years, the Fire Department has requested a 0.5 FTE Data Analyst position and dedicated technology support. In FY19, the Department completed an update to its "Telestaff" software that could interface with the Town's MUNIS financial system, but additional support would be needed to make that interface functional.

Special Analysis and Observations

Fire Suppression Staff Retention: The Department continues to experience turnover due in part to unanticipated departures of recent hires - in FY19, two have left and two more will leave in the fourth quarter to go to departments in other communities after Belmont invested in their training and outfitting. The Department's stated minimum shift staffing is 11 on-duty, necessary to respond and ensure that the equipment is fully staffed for most potential emergencies. The Department attributes some loss of staff to the effects of the Civil Service system on hiring, and encourages the Town explore leaving the Civil Service system for future hiring and promotions.

Overtime: If the Fire Department has less than its stated minimum shift of 11 necessary to respond, firefighters are hired on an overtime basis to ensure that the equipment is fully staffed for most potential emergencies. Unanticipated departures drive up the use of overtime to fill the minimum staff for every shift. Overtime is also affected by sick and vacation leaves, injuries, training and other reasons. For FY19, the Department expects higher overtime than budgeted due to the four unanticipated departures as well as delay in training replacement hires caused by waiting for space in the Fire Academy. The current hiring and training process takes almost one year. In addition, the current collective bargaining agreement allows for 5-6 of the 11 to be on personal leave, or vacation during certain periods of the year. In FY18, Department overtime totaled \$585,360, or 11.5% of the FY18 fire suppression compensation.

Station Repairs: Some maintenance was deferred while the Department repaired flaws in the building envelope using \$1.2 million in FY19 capital allocated to the Department. In FY20 and beyond, with the building repairs concluded, the Department will be able to focus more on annual maintenance.

Increased Regional Cooperation: The Fire Department believes there may be some benefit to reopening discussion of Belmont's participation in a regional emergency call or dispatch center. A regional call center would dispatch equipment and staff from stations in other towns if they were nearer to the caller's location than the Belmont equipment, thus reducing response times, and providing a more efficient response. Belmont's 911 system includes Police as well as Fire services, and there may be substantial up-front costs involved in regionalization.

Ambulance Services: The Fire Department provides both Basic Life Support ambulance service (BLS) and, since FY14, Advanced Life Support (ALS) services to the Town. Although demand for ALS is not growing, the costs of training increase annually.

FY20 Recommendations

As with the Police Department, work with Town Administrator on a review of technology assets and needs to maximize the use of recent investments in technology.

Assemble data on departures of fire suppression staff over a multi-year period. Data will assist the Department and the town to isolate known factors, substantiate their effects, identify potential unforeseen factors, and plan efforts to increase staff retention.

Work with Town Counsel and Town Administrator on a detailed review of 1) the impact of Civil Service on recent Department hiring and departures, 2) the process required to withdraw from Civil Service by the Department and 3) impact of potential withdrawal. A detailed Town review of Civil Service and the process

of withdrawal would enable Fire and other departments to document the impact of Civil Service on hiring and retention and obtain information on potential costs of withdrawal.

Collect data related to benefits and costs of 911 regionalization. Data would enable the Department to quantify potential reductions in response times and equipment expense, and other benefits and costs of regionalization.

Public Services

Article 18G: That under Public Services, \$13,996,896 be raised and appropriated.

Public Services includes the Departments of Public Works, Recreation, Community Development, and Facilities. These departments are discussed separately below.

Public Works

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-------------|--------------------------------------|-------------------------------------|------------------|
| \$7,142,639 | \$144,902 | 2.10% | 42.9 |

Note: Dollar amounts exclude water and sewer enterprise accounts, which are shown separately below.

Department Mission and Description of Services

In FY19 the DPW implemented a new automated trash and recycling program. The department also coordinated the design, construction and oversight of the renovation of the Pequossette Playground and the tennis courts at Grove Street Park. The department also provided extensive tree services as many of Belmont's trees are nearing their 100-year life expectancies.

DPW duties for FY20 include implementation of the new storm water regulations, smart meter program and backflow prevention, as well as continued support for various CPA projects. For the new storm water regulations, an Illicit Discharge Detection and Elimination Plan was implemented in the fall of 2017 to identify sources of pollution in the storm drain system. This plan addresses the requirement of the EPA (Environmental Protection Agency) to eliminate illicit discharges to the storm water system, which includes identifying the source of pollution and making any necessary repairs.

Budget by Program

The following table separates General Fund DPW activities from Enterprise Fund activities (Water, Sewer, and Stormwater).

| Program | Budget \$ | Budget % |
|-----------------------------------|--------------------|-----------------|
| Administration | \$305,366 | 4.3% |
| Street Maintenance | \$768,989 | 10.8% |
| Central Fleet Maintenance | \$548,380 | 7.7% |
| Forestry | \$329,134 | 4.6% |
| Solid Waste Collection & Disposal | \$3,105,735 | 43.5% |
| Street Lighting | \$331,070 | 4.6% |
| Cemetery Maintenance | \$445,225 | 6.2% |
| Parks & Facilities Maintenance | \$544,411 | 7.6% |
| Snow Removal | \$764,329 | 10.7% |
| General Fund Total | \$7,142,639 | 100.0% |

ENTERPRISE FUNDS (not included in operating budget)

| Program | Budget \$ | Budget % |
|------------------------|--------------|----------|
| Water Administration | \$665,241 | 3.9% |
| Water Distribution | \$6,723,058 | 39.4% |
| Sewer Maintenance | \$9,202,657 | 53.9% |
| Stormwater Maintenance | \$478,761 | 2.8% |
| Enterprise Total | \$17,069,717 | 100.0% |

Expense Analysis

The following budget line items changed by more than 5% and by more than \$10,000 from the prior year.

| Line Item | FY20 | Prior Year | % Change | Explanation |
|------------------------------|-------------|-------------|----------|---|
| Trash Collection & Disposal | \$1,151,532 | \$1,079,710 | 6.7% | Contractual obligation |
| Outside Processing - Recycle | \$118,560 | \$105,000 | 12.9% | |
| Deltas' Full Time Salary | ----- | \$47,000 | -100% | Deltas are now under Street Maintenance |
| Street Maintenance FT Salary | \$468,663 | \$404,562 | 15.8% | |

Requested Adds (not included in the budget above)

The Department views an additional \$100,000 - \$150,000 to address the current backlog of old and damaged trees that should be removed as the greatest additional need outside of the FY20 budget. The Town has many trees approaching 100 years old, which generally represents the end of their useful life and makes it prudent to remove them. The drought from 2016 caused damage to many trees thereby requiring trimming or removal. As was the case last year, winter storms highlighted the issue that additional funding is needed to provide a more proactive program to take down old and unhealthy trees.

In FY19, an additional \$60,000 was obtained from the State to continue addressing Belmont's aging trees. These funds allowed the Town to take down an additional 15 to 20 larger trees that were determined dangerous by Belmont's Tree Warden. The FY20 budget includes a 4.5% increase in forestry services as well as a request for additional State aid.

The DPW would like to increase its number of seasonal minimum-wage positions. Seasonal help continues to be necessary for consistent highway maintenance, especially to fill voids when employees take their vacations. At present, the DPW has 0.8 FTE seasonal employees.

Special Analysis and Observations

The new automated trash and recycling collection program came online in the summer of 2018 with special challenges and adjustments to how the Town collects trash. There has been a learning curve, as adjustments are being continuously made to improve the program. The program's primary goal was setting limits on trash and increasing recycling, which has proven itself in the first six months. There were 500 tons (20%) less trash this year compared to a year ago and over 300 tons (15%) more recycling. The remaining 200 tons is a combination of less bulky items and declines in illegal dumping.

The sizes of the trash and recycling containers has been a challenge with some households finding themselves without enough capacity, while others have too much capacity. Some residents find the bins too large and difficult to move. To address insufficient capacity concerns, the DPW offers residents the opportunity to purchase additional bins at cost. For those households where bins are too big and difficult to move, the recycling coordinator and DPW administrator have visited and assessed each household situation. Thus far there have been 161 households out of approximately 10,000 that have received smaller bins to mitigate the problem.

Looking ahead to FY20 and beyond, recycling costs continue to increase with the decline in world demand. Currently, the cost is \$60 per ton whereas just a few years ago recycling was free because there was a market to sell recycled material; however, many of those countries in the market are no longer accepting the waste or recyclables. If the market continues to decline costs could rise to as much as \$80 per ton.

Wheelabrator, the Town's trash vendor, takes Waste Management-collected trash and incinerates it, charging \$69 per ton. The Town's contract with Wheelabrator expires at the end of FY20 with a contract extension already in place. The Town faces an initial increase of 12% to \$77 per ton. DPW hopes that continued declines in the Town trash tonnage will help offset the increased trash rate resulting in a net-neutral impact on the budget.

The DPW yard facilities will be addressed in FY20 by the \$1.6 million project proposed by the Major Capital Projects Working Group and approved by Town Meeting. These renovations represent a mid-range solution for the next ten years; thereafter, a larger scale project can be implemented.

The Snow and Ice Budget for FY19 is over budget by about \$160,000 due to the timing and the number of ice events. Through March, 46 inches of snow/ice had fallen over the winter; the budget is based on the median of 44 inches. However, many of this winter's events were mixed precipitation and caused significant ice, which is costlier to treat (for example, a 12-inch snow event is much less costly than a two-inch ice event.) Also, several ice events happened over weekends or overnights, resulting in higher labor costs.

Budgeting for snow and ice removal is extremely difficult. Consequently, it is one of only a few budget items that has and can run annual budget deficits. Most communities, including Belmont, budget consistently from year to year and make-up any short falls from reserve funds and/or free cash. In FY19, \$66,507 in savings was realized elsewhere in the DPW budget and was applied to the Snow and Ice deficit. A transfer from the Warrant Committee Reserve Fund of \$90,000 closed the remaining gap.

Community Development

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|-------------|------------------------------|-----------------------------|-----------|
| \$1,087,827 | \$21,729 | 2.0% | 10.1 |

Budget by Program

| Program | Budget \$ | Budget % |
|------------------------|-------------|----------|
| Administration | \$376,645 | 34.6% |
| Engineering | \$125,425 | 11.5% |
| Inspection/Enforcement | \$325,073 | 29.9% |
| Planning | \$260,685 | 24.0% |
| Total | \$1,087,827 | 100.0% |

Expense Analysis

There were no budget line items that changed by more than 5% and by more than \$10,000 from the prior year.

Requested Adds (not included in the budget above)

The Office of Community Development requested a full-time traffic engineer for FY20 that was not approved. In addition to overseeing road construction work, the Department envisioned that this person could also more proactively help implement the new traffic calming policy being developed by the Transportation Advisory Committee and evaluate potential areas for traffic calming measures such as signalized intersections and raised crosswalks. However, the construction oversight work is currently being performed by consultants (at an approximate cost of 10% of the associated repaving costs) and the Department is comfortable taking another year to evaluate whether the other demands on a traffic engineer will justify the hiring of a full-time engineer.

Special Analysis and Observations

Overseeing the Town's road reconstruction work is one of the primary roles undertaken by the Office of Community Development. Over the past decade or so, two different overrides have enabled Belmont to make considerable progress in decreasing the backlog of road projects that need to be completed. Specifically, there was a backlog of \$41.3 million in road projects in 2007. As of 2018, the backlog had decreased by 43% to \$23.6 million. The foregoing said, the Department estimates that there is currently still an approximate 17-year backlog of required road repairs. Moreover, given a 20- to 25-year useful life of road paving, there is, and will be, a never-ending cycle of road projects that need to be undertaken.

Unfortunately, due to the National Grid lockout in the summer of 2018, none of the road repaving work budgeted and scheduled for FY19 could be undertaken. Moreover, given the traffic disruptions within Town that are caused by repaving projects and the limitations on any contractor's ability to undertake the repaving work, the Department does not believe that it is possible to simply roll the uncompleted FY19 work into FY20 and double the amount of road repaving work scheduled for FY20. Consequently, while some of the FY19 funds will be spent on other traffic mitigation efforts such as sidewalks and raised tables;

as a practical matter, scheduled road repaving work has been set back a year. For FY20, the Department is planning to resurface the 13 roads originally scheduled for FY19, plus two more. (While that represents a temporary setback in the short term, over the 20- to 25-year cycle of road repaving projects, the long-term impact to the Town is negligible.)

The Office of Community Development is responsible for issuing building and other construction-related permits. During calendar year 2018, the Department issued 950 building permits. The Department is also responsible for enforcing building codes. One of the codes it enforces is the Town's new snow removal by-law. In 2018, the Department issued 23 citations and 116 warnings for violations of the snow removal by-law.

Working with the Planning Board and the Zoning Board of Appeals (ZBA) is a key role of the Office of Community Development. When Town Meeting approved the changes in 2018 to the General Residence District by-law, the change had the intended effect of shifting cases from the Planning Board to the ZBA. The Office of Community Development may have to staff bi-weekly rather than monthly ZBA meetings now that the number of cases brought before the ZBA has almost doubled.

Looking ahead to FY20, the Department expects to be closely involved in: A) the Town's efforts to cap the incinerator site and to re-purpose the site; B) the planning for the Community Path; and, C) the Planning Board's efforts to address both the potential development on the McLean Hospital site and the regulation of properties being used for short-term rentals through web sites such as Airbnb.

Facilities

Budget Overview

| | FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|--|-------------|------------------------------|-----------------------------|-----------|
| | \$4,691,288 | \$271,823 | 6.2% | 31.0 |

Budget by Program

The combined budget for both Town and School buildings broken down by function in dollar amount and percentage is as follows:

| Program | Budget \$ | Budget % |
|------------------------|-------------|----------|
| Personnel & Admin | \$570,963 | 12.2% |
| Town Expenses | \$1,036,801 | 22.1% |
| School Operating | \$3,058,524 | 65.2% |
| Major Building Repairs | \$25,000 | 0.5% |
| Total | \$4,691,288 | 100.0% |

Requested Adds (not included in the budget above)

The department requested the addition of a second Facilities Coordinator (1.0 FTE) to allow the Department Director more flexibility to manage other building issues.

Special Analysis and Observations

In April of last year, the Town appointed a new Director of the Facilities department. He has been getting up to speed with the current backlog of maintenance issues, which is considerable, and trying to accomplish as much as possible with a limited staff. The Town budget is tight and it is currently not possible to employ the staff needed to address all facilities issues. The department is committed to addressing routine maintenance issues, but preventive maintenance is a challenge under the current staffing level.

Despite a limited staff, the department last year completed several important facilities projects, including opening the Burbank School modulars on time and under budget, completing the DPW garage ventilation improvement project, and completing the Fire Department headquarters envelope repairs. An in-house HVAC technician was added to the staff and that change has helped solve heating and cooling issues in Town facilities at a reasonable cost. Still, the lack of a centralized building management system means the department has to deal with all building issues on site, reducing department efficiency.

With the addition of the Facilities Coordinator, the facilities staff will consist of eight full-time town maintenance staff plus five full-time school maintenance staff and 18 full-time school custodians.

This year's budget includes a shift in how evening custodial services are performed. Previously four part-time evening custodians (2 FTEs) were employed at a cost of \$61,185. These 2 FTEs are being replaced in this budget with a custodial services contract at a cost of \$137,200. This shift to the use of an outside vendor could result in overall higher costs depending on the competitiveness of outside bids and impact the ability to develop institutional memory within the department. That said, this model will provide for better supervision of custodial staff and reduce long-term costs to the Town for benefits and retirement. In general, when considering whether to outsource or use in-house staff, balance is needed. Sometimes

the town benefits from hiring skilled workers, such as with the HVAC technician, and sometimes using contractors is a better choice.

The department continues to look at ways to improve school security. It has a plan to make camera upgrades, improvements to communication equipment, and more secure doors at several schools. It has assembled a small task force of subject matter experts to better understand any remaining school security issues.

Recommendation

Although the Facilities Department has done an admirable job of dealing with maintenance issues with a limited staff, the understaffing of the department is a serious long-term concern. The Public Services subcommittee believes it may be penny-wise and pound-foolish to ask the department to try to maintain about a million square feet of town buildings (soon to increase with the new 7-12 school) with its current staffing level.

Recreation Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20FTEs |
|-------------|------------------------------|-----------------------------|----------|
| \$1,075,141 | \$59,363 | 5.8% | 15.3 |

Budget by Program

| Program | Budget \$ | Budget % |
|----------------------|-------------|----------|
| School Year Programs | \$183,183 | 17.0% |
| Summer Programs | \$199,883 | 18.6% |
| SPORT Programs | \$74,258 | 6.9% |
| Underwood Pool | \$334,171 | 31.1% |
| Rink | \$244,463 | 22.7% |
| Fields | \$39,183 | 3.6% |
| Total | \$1,075,141 | 100.0% |

Expense Analysis

The following budget line items changed by more than 5% and by more than \$10,000 from the prior year.

| Line Item | FY20 | \$ Prior Year | % Change | Explanation |
|-----------------------------------|-----------|---------------|----------|---|
| P/T Salaries - Summer Program | \$192,000 | \$176,017 | 9.10% | Increase in minimum wage; plus additional week 12 th week of programming this summer |
| P/T Salaries – Schoolyear Program | \$73,000 | \$122,923 | -40.60% | Impact of pool & field house closure |
| Pool Supplies | \$60,000 | \$32,322 | 85.60% | Underestimated in FY19. FY18 actuals \$64,542. |
| Facility Rentals | \$36,575 | New | | External pool rental for rec programs |

Requested Adds (not included in the budget above)

None

Special Analysis and Observations

During the construction of the new middle/high school, the indoor pool, field house, and athletic fields will be unavailable for 2-5 years. The department will rent pool space for some programs and eliminate others, resulting in added expense and reduced revenue. The department has included \$36,575 in the budget for renting pool time, and they anticipate a loss of \$66,361 in revenue from pool-related programs and memberships. The loss of three indoor courts at the high school will put a squeeze on the five gyms at the other schools and other town fields, which are already heavily used by school and youth programs, and will likely result in reduced recreation programming and revenue. The loss of the high school fields during construction will require high school teams to move practices to the remaining fields in town,

reducing hours that are available for the youth groups. The recreation department will work with groups to best mitigate this impact.

The Town is embarking on the next phase of the recreation strategic plan with the hiring of a new Assistant Town Administrator with responsibility for directing the recreation department and establishing cost recovery strategies to create a recreation enterprise fund. The fund will be created to show the true cost to run recreation services, including indirect costs; however, the loss of high school facilities and the squeeze on town fields will impact both revenue and expense and obscure the expected enterprise performance for several years.

As noted in the past, the Skip Viglirolo Skating Rink is past its useful life, and maintenance and upkeep is becoming more difficult and more expensive every year. A catastrophic rink failure would impact recreation, high school, and youth programs, resulting in a need to rent ice time at other rinks outside of our normal programming times. This contingency plan has not been budgeted.

FY20 Recommendations

Develop creative approaches to programming. Work with all town departments/facilities to identify spaces that could be programmed. Look for new programming opportunities that are offsite or fit into alternative spaces.

Minuteman

Article 18F: That under Minuteman Regional School, \$984,887 be raised and appropriated.

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | 10/18 Belmont Enrollment |
|-----------|------------------------------|-----------------------------|--------------------------------|
| \$984,887 | \$138,116 | 16.3% | 28 |

Belmont's Minuteman High School ("Minuteman") assessment for FY20 is proposed to be \$984,887. It consists of an operating portion of \$933,686 and a capital portion of \$51,201. (This capital assessment is *not* for new high school debt service, but for other ongoing capital improvements.) The total increase of \$138,116 in Belmont's assessment has two main components: i) an increase of \$153,157 in the operating assessment, primarily due to Belmont's increased enrollment from 22 to 28 students in fall 2018, and ii) a decrease of \$15,041 in Belmont's share of capital costs for the existing building (Belmont does not pay debt service from the new building project.).

Overall District Budget – Revenues. As has been the case for the last few years, the District's tuition revenue has fallen as compared to the prior year. For FY20, the reduction is about \$400,000. The decline in non-member tuition revenue is directly related to a 2015 regulatory change that limited Minuteman's ability to enroll ninth-grade students from Boston, Medford, Woburn and other communities that are part of or support other public vocational schools. In addition, the District will receive about \$40,000 less in state aid for transportation than in the prior year. The reduction in these two revenue sources in FY20 is not expected to be made up by increased enrollment from member communities and therefore must be made up by higher tuition assessments for members – 16% higher in the case of Belmont.

Overall District Budget – Operating Expenses. Minuteman's FY20 operating budget (total budget less debt service and asset acquisition) of \$18,948,997 is increasing 4.61%, or \$835,380, over the FY19 operating budget of \$18,113,617, primarily due to salary and benefits increases. Student - Teacher ratios at Minuteman have remained lower than at other regional vocational districts (7.3 student/teacher ratio in FY18 compared to a ratio range from 10.1 at Assabet and 12.2 at Southeastern Regional). Health insurance costs are proposed to increase 6.2% for FY20; Minuteman has benefitted from joining a regional healthcare purchasing group with three other vocational schools. Minuteman has elected to use contract custodial services in the new building, rather than staff custodians.

Overall District Budget – Capital Expenses. Minuteman's total FY20 capital budget is \$3,819,833 and consists of debt service and asset acquisition and improvement. The capital budget increased 25.4% from FY19. The portion for capital expenditures and leases (excluding the new building project) is \$711,333, which is \$191,784 less than FY19 due to a lower allocation to the District's stabilization fund. The total debt service for the new building project will be \$3,108,500 in FY20, a 45.0% increase over the FY19 amount of \$2,143,406. Since Belmont voted against the new school debt, none of this \$3.1 million in debt service is being assessed against Belmont.

Budget by Program

Minuteman's major program areas are shown in the chart below. Instructional support includes services such as special education, technology support, guidance, the library, and health.

| Program | Budget \$ | Budget % |
|----------------------------------|--------------|----------|
| Administration | \$1,446,330 | 6.4% |
| Student Instructional Services | \$10,352,764 | 45.5% |
| Student Services | \$2,020,897 | 8.9% |
| Operation & Maintenance | \$1,793,498 | 7.9% |
| Insurance, Retirement, Leases | \$3,215,506 | 14.1% |
| Community Services | \$100,000 | 0.4% |
| Asset Acquisition & Improvements | \$205,000 | 0.9% |
| Debt Service (old and new) | \$3,614,834 | 15.9% |
| Tuition Payments | \$20,000 | 0.1% |
| Total | \$22,768,830 | 100.0% |

The decrease for Asset Acquisition & Improvements is due primarily reduced allocation to the Stabilization Fund, which provides for furniture and capital equipment. The increase in Debt Service owes to the new high school building.

Special Analysis and Observations

Belmont's Membership: Belmont's Town Meeting voted to leave the Minuteman Regional Vocational District on October 19, 2016. The vote triggered an exit process that will end Belmont's membership in the District on July 1, 2020. Under the terms of its departure, Belmont is not assessed for a share of the debt service related to the new building project (which was approved in a District-wide special election on September 20, 2016). No debt related to the new building project sits on the Town of Belmont's balance sheet. Belmont students who enrolled in Minuteman prior to termination of Belmont's membership will be permitted to continue in their programs and graduate from Minuteman (i.e. through graduation year of 2023). As a non-member Town, new Belmont enrollments (starting in fall 2020) will be possible if space permits and Belmont will pay operating and capital tuition charges on a per student basis, as approved by the state's Department of Elementary and Secondary Education (DESE) Commissioner.

As a member town, Belmont pays an annual assessment that divides Minuteman's operating costs based on a formula which includes a 4-year rolling average of enrollment and relative community wealth. The DESE operating tuition charge of \$17,266 (FY19) for non-members is based on state-wide cost data. In Minuteman's case, the DESE tuition rate is about \$8,000 per student below Minuteman's average costs, after adjusting for differences in membership versus non-membership responsibilities. Minuteman attributes several factors to its higher per student costs: its lower student-teacher ratios, its higher proportion of students with IEPs, the relatively higher cost of attracting teachers in the greater Boston area, as well as other non-discretionary costs of providing vocational programs. This gap between Minuteman's average cost and the DESE capped rate, which is closer to a "marginal cost," has been a point of contention among members, non-members, and DESE because it leads to member districts subsidizing the enrollment of non-member districts. Minuteman is seeking to engage DESE in a dialogue about adjusting the DESE tuition rate for Minuteman to be set at Minuteman's "average cost per student" to bring the member and nonmember tuitions into alignment. Minuteman may ask DESE to phase in such an adjustment over three years. The outcome of discussions between DESE and Minuteman is unlikely to be known for several months.

Non-Member Charges: Non-member towns are subject to three types of charges as set by DESE: (1) a per-student “base” tuition charge, which for FY19 is \$17,266; (2) an incremental charge of \$6,200 for each student with an IEP (about 50% of all students); and (3) starting in FY20, a capital charge of \$6,201 for each student from towns without a vocational school, and \$4,650 for each student from a town that is part of another vocational district or provides its own vocational programming. The rate for towns that do not otherwise provide vocational education, such as Belmont, is based on the average per student debt service paid by the member towns. As a non-member, Belmont will start paying such a per student capital charge in FY21.

Capital Assessments. For FY20 the total capital assessment for Belmont is \$51,201, as opposed to \$66,246 in FY19. If Belmont had approved the debt exclusion for a new Minuteman building, Belmont’s share of the debt service in FY20 would have been \$256,000. Starting in FY21, the members’ assessments for the debt service will be offset partially by the capital charges collected the prior year from non-member towns. Those capital charges for non-members towns will be set to approximately equal the average per student debt service cost. Thus, as a non-member town, in years FY21 and beyond, Belmont's capital charges will be comparable to capital assessments paid by members.

Enrollment Trends: The current total high school enrollment at Minuteman is 516 students as of October 2018, down by 27 students from October 2017. The decrease in overall high school enrollment is primarily related to the multi-year impact of the 2016 decision by the state Department of Elementary and Secondary Education (DESE) to mandate an exploratory first year for 9th graders in their home school districts for districts offering five or more state-approved vocational education programs. This policy decision by DESE meant that cities such as Boston, Medford and Waltham could no longer send freshmen to Minuteman. From FY17 to FY19 Minuteman enrollment from such communities (historically the largest student-sending non-member towns) has dropped from 122 to 56. Over the same three years enrollment from member towns increased by just seven students; enrollment from withdrawing member towns decreased by 15 students. With a target capacity of 628 students for the new high school building, the October 2018 freshmen class size of 122 is 23% below the new building target of 157 per class. Recent enrollment trends suggest the ample availability of space for future Belmont students; however, this is not guaranteed and depends on demand from other towns, both member and non-member.

Belmont expects to open its new high school in fall 2021. The new Belmont High School (“BHS”) is expected to include some space for “vocational exploratory programming,” although these programs will not be considered “Chapter 74 vocational education programs.” It is unclear how the new BHS and its expected programming will impact Belmont demand for Minuteman seats, if at all.

Belmont and the District’s Future

For the past several years, the Minuteman Regional Vocational District has been under pressure from: (i) declining enrollment from member towns; (ii) a governance structure that Belmont and other member towns found unsatisfactory; (iii) an aging building in need of repair or replacement; (iv) a State mandated funding environment financially favorable to non-member towns; and (v) the adoption of DESE regulatory changes (in 2016) that limit 9th grade enrollment from non-member towns with approved vocational educational exploratory programs.

Of these five challenges, two have been addressed by Minuteman and DESE. The District-wide vote by residents of member towns on September 20, 2016 authorized the District to construct a new building. The total \$144.9 million capital cost for the project is being offset by a \$44.6 million state grant from the

Massachusetts School Building Authority. In addition, DESE has addressed the inequity in the allocation of costs, which will result in substantially the same capital charges for non-member and member towns.

Following Belmont's decision in the fall 2016 to withdraw from Minuteman, the Belmont School Superintendent formed a working group to review alternatives and make recommendations about how to meet Belmont's future vocational education needs. That working group completed its work in June 2018. After examining a variety of options, the working group recommended to the Superintendent that Minuteman offered Belmont students the best option for vocational education. The working group also noted that membership in the Minuteman District would secure long-term access to Minuteman's programs. The School Committee has not yet taken up the working group's report.

It should be noted that when Belmont withdraws from the Minuteman District, the Town's cost will be based on "actual" enrollment each year and the assessment will not be "smoothed" over 4 years of enrollment, as is the case for member communities (and was described above). This change would likely lead to some volatility in the budget allocation in Minuteman. Belmont may want to consider using some of its cost savings from its switch to non-member status to fund a "mini-Minuteman reserve" to aid in smoothing the cost of Minuteman tuitions among years and to avoid spikes in budget impacts.

Belmont Public Schools

Article 18E: That under Belmont Public Schools, \$60,649,451 be raised and appropriated.

Budget Overview

| FY20 | \$ change from prior year | % change from prior year | FY20 FTEs |
|--------------|------------------------------|-----------------------------|-----------|
| \$60,649,451 | \$3,663,859 | 6.4% | 506.41 |

Expense Analysis

A. The General Fund Budget

Town Meeting will vote a General Fund appropriation for the School Department of \$60,649,451. The School Department's expenditures are organized under six major categories of expenses. The following table shows the FY20 budget and budgeted Full Time Equivalent ("FTE") staff positions that will be funded by the General Fund in comparison to the FY19 budget.

The General Fund Budget by Program Category

| Program Category | Budget \$ | | | FTEs | |
|---|-------------------|-------------------|-------------|---------------|---------------|
| | FY19 | FY20 | % chg. | FY19 | FY20 |
| Regular Instruction ¹ | 22,285,736 | 23,519,343 | 5.5% | 255.52 | 259.31 |
| Special Instruction ² | 15,111,445 | 15,917,237 | 5.3% | 123.30 | 130.48 |
| Student & Instructional Services ³ | 6,486,039 | 7,162,913 | 10.4% | 51.64 | 53.75 |
| Operations ⁴ | 1,116,992 | 1,156,850 | 3.6% | 19.30 | 19.30 |
| Leadership & Administration ⁵ | 3,546,693 | 3,752,157 | 5.8% | 42.32 | 43.57 |
| Allowances & Benefits ⁶ | 8,438,687 | 9,140,951 | 8.3% | 0.0 | 0.0 |
| TOTAL | 56,985,592 | 60,649,451 | 6.4% | 492.09 | 506.41 |

1. Core academic education for Grades K-12. Includes physical education, fine arts, music, etc.

2. Special Education (including some pre-K) and English Language Learning.

3. Guidance/Health/Psychological Services, Library/Technology, Curriculum/Staff Development, Food Services, Transportation, Athletics & Student Activities, METCO.

4. Custodial Services, Buildings & Grounds.

5. District-Wide Administration, Individual School Administration, Legal.

6. Primarily health insurance and Medicare.

The proposed FY20 General Fund budget represents an increase of \$3,663,859 (6.4%) over the FY19 budget. Per the School Department's breakdown, a little more than one-half of this increase (3.5%) represents rolling forward existing operations that were funded in the FY19 budget, assuming the same staffing level that was in place when the budget was prepared. Another 20% (1.4%) of the increase represents external cost drivers, such as health insurance and special education. The remaining quarter of the budget increase (1.6%) represents strategic budgetary increases, including 3.6 new FTEs, texts and supplies to accommodate higher enrollment, relocation expenses for athletics during construction, an additional bus route and an increase in the level of General Fund support for student activities and athletics.

The 3.6 new FTE positions in the FY20 budget include:

- **Regular Instruction (0.8 FTE) – 0.4 middle school foreign language teacher, 0.4 high school teachers**

- **Special Instruction (1.0 FTE) – District-wide ELL program director**
- **Student & Instructional Services (1.4 FTE) – Elementary school guidance counselors**
- **Leadership & Administration (0.4 FTE) – High school assistant principal**

This 3.6 FTE increase in FY20 is considerably less than the 14.32 increase in FTEs between FY19 and FY20 shown in the previous Budget by Program Category table. In FY 19, the School Department added a number of unbudgeted FTEs, all of whom were funded within the approved FY19 budget. About two-thirds of the unbudgeted increase represents additional special education teachers and aides throughout all levels of the school system. However, most of that increase represents an anticipated decline in special education FTEs in FY19 that did not occur. Said differently, although FTEs in the K-12 Special Education line of the budget are up 7.18 in FY20 from FY19, they are up only 1.88 from the FTEs included in the FY18 budget. Most of the remaining unbudgeted FTE additions in FY19 represent fractional increases in hours for part-time staff or an increase in the number of sections of a class taught due to increased enrollment or higher-than-anticipated course selections by students in the middle school or high school.

A summary-level synopsis by program category of the proposed 6.4% increase to the General Fund budget is as follows:

- Overall, the Regular Instruction and Special Instruction budget categories represent about 65% of the total FY20 General Fund budget. Collectively, those two categories are increasing by \$2,039,399 (5.5%) from FY19, accounting for about 56% of the FY20 budget increase. The increases in these two budget categories include customary step and lane salary increases for teachers and aides, a 1.8 FTE staff increase in FY20, plus an additional \$74,877 for texts, materials, and supplies.
- Allowances & Benefits represents about 15% of the budget and accounts for 19% (\$702,264) of the FY20 budget increase. The 8.3% year-over-year increase in this account in FY20 is primarily attributable to a projected 8% increase in Town-wide health insurance costs, as well as the benefits provided to the 3.6 new FTEs added in FY20.
- Student & Instructional Services represents just under 12% of the FY20 budget, but accounts for a disproportionate 18% of the budget increase. Some of the 10.4% (\$674,874) year-over-year increase in this budget category is attributable to the addition of the 1.4 elementary school guidance counselors. Another 20% or so of the increase is due to the addition of a new bus route (for a total of nine routes) and the need to budget additional funds to cover the anticipated costs related to relocating athletics and other student activities during the construction of the new Grade 7-12 school. However, the largest portion (over 40%) of the increase in this budget category represents a reallocation of revolving fund expenses to the FY20 General Fund budget. As discussed more fully in the “Special Analysis and Observations” section below, that reallocation reflects the actual level of General Fund support that has been provided to those programs over the past few years and helps ensure that the associated revolving funds maintain their solvency.

B. The Total Budget

Included in the School Department’s General Fund appropriation of \$60,649,451 is \$9,304,779 of projected dedicated Chapter 70 State aid. That projected Chapter 70 State aid therefore covers 15.3% of the FY20 General Fund budget. In FY20, Belmont’s allocation of Chapter 70 aid is projected to increase by \$268,066, or 3.0%, or about half of the 6.4% rate of increase in the General Fund budget.

In addition to the General Fund appropriation, the School Department relies on various outside funding sources such as grants and revolving accounts to cover its overall operations. As shown in the table below, in FY20, these additional sources of revenue represent \$8,339,777, or 12%, of the Department's overall FY20 budget of \$68,989,228. And, while those amounts are not part of the budget being voted on by Town Meeting, those additional sources of revenue fund essential departmental expenses – particularly special education and student activities – and are therefore important for Town Meeting members to understand.

| Grants and Revolving Funds | | | | | |
|-----------------------------------|--------------------------|--------------------|----------------------|-------------------------|-------------|
| Program Category | Budget \$ | | | Change from FY19 | |
| | Total FY20 Budget | Other Funds | % Other Funds | \$ | % |
| Regular Instruction | 24,876,215 | 1,356,872 | 5.5% | (152,648) | (10.1%) |
| Special Instruction | 19,898,722 | 3,981,485 | 20.0% | 721,153 | 22.1% |
| Student & Instructional Services | 9,995,776 | 2,832,863 | 28.3% | 144,167 | 5.4% |
| Operations | 1,296,850 | 140,000 | 10.8% | (20,000) | (12.5%) |
| Leadership & Administration | 3,780,714 | 28,557 | 0.8% | (343) | (1.2%) |
| Allowances & Benefits | 9,140,951 | -- | -- | -- | -- |
| TOTAL | 68,989,228 | 8,339,777 | 12.1% | 692,329 | 9.1% |

Overall, the percentage of other funding sources being used to cover the School Department's total budget is projected to increase by 9.1% in FY20.

An overview of the School Department's utilization of these other sources of revenue is as follows:

- Almost half of the outside sources of revenue fund special education services. As discussed more fully in the "Special Analysis and Observations" section below, the School Department receives State and Federal monies to cover about 20% of the Department's total special education expenses (primarily Out-of-District tuitions). And, as further noted in the "Special Analysis and Observations" section, a slightly higher percentage of tuitions will be funded from outside sources in FY20.
- Another one-third of the outside sources of revenue go towards funding expenses in the Student & Instructional Services budget category. The \$2.8 million of revenue in this category consists of approximately \$2.1 million from the various revolving accounts associated with these activities and about \$700,000 in grants (of which \$603,000 represents grant revenue covering the full cost of the METCO program). A breakdown of the projected \$2.1 million utilization of revolving account funds and the percentage of total budgeted expenses those revolving funds are projected to cover in FY20 are as follows:
 - Food Services – \$1,228,218 (100%)
 - Transportation – \$265,000 (39%)
 - Athletics – \$505,000 (47%)
 - Student Activities – \$114,505 (41%)
 - Adult Education – \$15,564 (100%)

Although, in aggregate, the use of revolving funds to cover expenses in the Student & Instructional Services budget category is increasing by \$144,167 (5.4%), this aggregate increase doesn't tell the whole story. Total expenses covered by the Food Service revolving fund is forecasted to increase by \$253,027 (25.9%), while the amount of FY20 expenses in the Athletics and Student Activities accounts covered by revolving funds is expected to decline by \$91,083 (15.3%) and \$52,702 (31.5%), respectively.

- Approximately 16% of the outside sources of revenue are associated with the Regular Instruction category of the budget. And, while a small percentage of those outside revenues represents Title I grant money, \$1,061,881 (78%) represents expenses covered by the full-day kindergarten revolving fund and another \$172,715 (13%) represents expenses covered by several music and fine arts revolving funds. One-third of the decrease in the anticipated expenditures from the revolving funds in this budget category is attributable to the conversion of the Saturday morning music program from an activity sponsored by the School Department to one run by an independent vendor.

Special Analysis and Observations

A. Continuing Pressure from Increasing Enrollment

The primary driver of the increase in the School Department budget over the past decade has been the steady and relentless growth in enrollment across the school system. As the table below shows, total K-12 enrollment has grown in nine of the last ten years. Total enrollment during that period has increased by 770 students, or 22%, and growth has been pervasive across all three levels of the system – elementary, middle, and high school.

Enrollment growth of 34 students in FY19 is below recent trends, but seems unlikely to signal a shift in the longer-term trend. In fact, subsequent to October 1st, when the official enrollment figures are measured, an additional 33 students have enrolled in the schools. According to a 2018 demographic report by McKibben Associates, enrollment in FY20 is expected to increase to 4,703 students.

| 10-Year Enrollment Growth By Grade Cohort | | | | |
|--|------------------|------------------|-------------------|-------------------|
| Year | Grade K-4 | Grade 5-8 | Grade 9-12 | Total K-12 |
| FY19 | 1,825 | 1,428 | 1,308 | 4,561 |
| FY18 | 1,812 | 1,421 | 1,294 | 4,527 |
| FY17 | 1,784 | 1,357 | 1,264 | 4,405 |
| FY16 | 1,733 | 1,323 | 1,245 | 4,301 |
| FY15 | 1,699 | 1,285 | 1,236 | 4,220 |
| FY14 | 1,686 | 1,268 | 1,183 | 4,137 |
| FY13 | 1,634 | 1,240 | 1,120 | 3,994 |
| FY12 | 1,601 | 1,211 | 1,083 | 3,895 |
| FY11 | 1,558 | 1,204 | 1,104 | 3,866 |
| FY10 | 1,600 | 1,184 | 1,119 | 3,903 |
| FY09 | 1,489 | 1,140 | 1,162 | 3,791 |
| 5-Yr. Growth Rate | | | | |
| # | 139 | 160 | 125 | 424 |
| % | 8% | 13% | 11% | 10% |
| 10-Yr. Growth Rate | | | | |
| # | 336 | 288 | 146 | 770 |
| % | 23% | 25% | 13% | 20% |

Enrollment is measured as of October 1st of each Fiscal Year.

Source: MA DESE Enrollment by Grade Reports

To help put the enrollment increases in perspective, at an average class size of 25 students, the School Department has added the equivalent of over 31 classes of students during the last ten years. Said differently, over that period, the Belmont school system has grown by about the equivalent of the combined enrollment of the Butler and Burbank schools.

According to the McKibben Associates report, student enrollment is expected to continue to climb to a peak of 4,923 students in FY28, and is expected to level off after that. However, that demographic report was completed prior to the Town's approval of a new Grade 7-12 school. It is not known what impact, if any, the new school could have on future enrollment.

The 2015 override has allowed the School Department to fund a variety of staff positions and services that have enabled the Department to generally keep pace with the rapid growth rate in student enrollment over the past several years and the changing profile of that enrollment. From FY16 through FY20, the School Department will have added 35.42 FTEs, an average of 8.94 FTEs per year. Those staff increases allowed the Department to reduce class sizes at all levels of the system (elementary, middle, and high school), increased the number of substitutes at the high school and middle school to reduce the number of unstructured free periods and study halls, and helped address the increasing demand for Special Education and English Language Learner programming.

It is also worth noting that the increase in enrollment has had a space impact as well as a budget impact. To meet the growing enrollment, the School Department has had to repurpose space that was not designed for classroom use to serve as classroom space, as well as having to deploy a total of 14 modular classrooms across the Belmont High School, Chenery Middle School and Burbank. The expectation is that the recently-approved new Grade 7-12 School will help alleviate those space pressures.

B. English Language Learners and Special Education Students

The School Department budget is significantly impacted by two particular subgroups of students – English Language Learners (ELL) (defined as students whose first language is not English and who are unable to perform ordinary classroom work in English) and Special Education students (defined as students who have some type of disability that affects their ability to make effective educational progress and requires special education services through an Individualized Education Program, or IEP). Under both State and Federal educational and civil rights laws, school districts are required to provide these students with language and academic support that will foster their ability to become proficient in English and to meet academic standards. In FY20, ELL and Special Education (SPED) expenditures represent over 25% of the total School Department General Fund budget.

Statewide, almost one in five students received special education services and one in ten were enrolled in ELL classes. In Belmont, these two subgroups have grown faster than total enrollment.

While ELL is a relatively small portion of the total school budget compared to Special Education services, the table below shows that the ELL population is increasing at a significantly faster rate. Over the past five years, the total number of ELL students has more than doubled (by 188) and the percentage of students system-wide has increased from 4.1% in FY14 to 7.8% in FY19. In FY20, the School Department will add a full time ELL director (net .77 additional FTE) to help coordinate and evaluate ELL services.

Over the past ten years, the number of Special Education students in the Belmont school system actually declined for about a five-year period before starting to trend upward. While the percentage of SPED students to total students has only increased from 9.3% to 10.6% over the past five years, Special Education enrollment has increased by 104 students, or 26%, a rate more than double that of total enrollment. Over half of that increase has come in the past three years. As previously noted, in FY19, the School Department added or retained a number of SPED teachers and aides to address the growth in this segment of the school population.

A subset of SPED students are those who enrolled in facilities outside of Belmont (Out-of-District, or OOD). If the district cannot meet a student's needs internally, Belmont is required to find a placement that can meet those needs. This is the most costly segment of the Special Education population because needs and services can vary significantly by individual and district costs are therefore highly unpredictable and variable.

The table below also shows the number of OOD Special Education students. In FY19, there was a significant drop in OOD students from 107 to 93 (below the five-year average of 99), primarily due to the graduation and aging out of a larger-than-usual cohort.

| Special Education and ELL Enrollment | | | | | | |
|---|----------------------------------|----------|-----------------------------------|----------|--------------------------------------|----------|
| | English Language Learners | | Special Education Students | | Out-of-District SPED Students | |
| | # | % | # | % | # | % |
| FY19 | 361 | 7.8% | 498 | 10.6% | 93 | 18.7% |
| FY18 | 336 | 7.3% | 486 | 10.4% | 107 | 22.0% |
| FY17 | 279 | 6.2% | 458 | 10.0% | 104 | 22.7% |
| FY16 | 257 | 5.9% | 444 | 10.0% | 98 | 22.0% |
| FY15 | 225 | 5.3% | 405 | 9.3% | 93 | 22.1% |
| FY14 | 173 | 4.1% | 394 | 9.2% | 83 | 23.0% |
| FY13 | 105 | 2.6% | 391 | 9.5% | 80 | 20.5% |
| FY12 | 106 | 2.7% | 397 | 9.9% | N/A | N/A |
| FY11 | 107 | 2.7% | 398 | 10.0% | N/A | N/A |
| FY10 | 92 | 2.3% | 436 | 10.8% | N/A | N/A |
| FY09 | 113 | 2.9% | 470 | 11.9% | N/A | N/A |
| 5-Yr. Growth Rate | | | | | | |
| # | 188 | | 104 | | 10 | |
| % | 109% | | 26% | | 12% | |
| 10-Yr. Growth Rate | | | | | | |
| # | 248 | | 28 | | N/A | |
| % | 219% | | 6% | | - | |

Enrollment is measured as of October 1st of each Fiscal Year.

Source: MA DESE Enrollment by Selected Populations Reports, Belmont Public Schools

Special Education Out-of-District Tuitions

Out-of-District tuitions have an outsized and disruptive impact on the budget because of their unpredictability (both in amount and timing), the rate of growth, and the timing lag in State OOD tuition reimbursements. In the past, budgeted OOD tuitions have grown at a faster rate than the General Fund budget has increased, and actual expenses have often exceeded budgeted amounts. OOD tuitions represent approximately 37% of General Fund SPED expenditures in the FY20 budget.

The budgetary pressures created by OOD tuitions are partially offset by State and Federal funding sources, the largest of which is the State Circuit Breaker funds. The Circuit Breaker account represents State funds that partially reimburse school districts for large OOD tuition expenses that might otherwise overwhelm a school district's budget. The reimbursement level varies year to year based on the amount of total statewide district "claims" as well as the absolute dollar amount appropriated by the State to the Circuit Breaker account. The amount a school district receives is based on the prior year's actual expenses and is paid in the subsequent year. This lag in reimbursement timing can result in a funding gap when tuition expenses increase year over year or, conversely, generate excess funds in a year when OOD costs are lower than the prior year.

In FY20, total OOD tuitions are budgeted to increase by \$795,681, or 9.8%, above FY19 budgeted amounts. Of that increase, \$153,393 will be funded through the FY20 General Fund budget, a 3% year-over-year increase. The remainder will be funded by prior and current year Circuit Breaker account balances (\$410,705), LABBB credits (\$189,186), and a modest increase in IDEA grants (\$42,397). These three outside sources of funding for OOD tuitions are discussed below.

Out-of-District Tuitions and Funding Sources

| | Actual FY16 | Actual FY17 | Actual FY18 | Budget FY19 | Budget FY20 |
|--------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <u>OOD Tuitions:</u> | | | | | |
| LABBB and other Collaboratives | \$3,369,959 | \$3,535,822 | \$3,636,963 | \$3,900,863 | \$4,114,556 |
| Private Tuitions | \$3,146,521 | \$3,339,005 | \$3,802,590 | \$4,084,478 | \$4,568,336 |
| Out of State Tuitions | - | - | \$135,817 | \$160,500 | \$258,630 |
| Total OOD Tuitions | \$ 6,516,480 | \$6,874,827 | \$7,575,370 | \$8,145,841 | \$8,941,522 |
| <u>Funding Sources:</u> | | | | | |
| General Fund Budget | \$4,444,471 | \$5,016,176 | \$4,778,593 | \$5,113,095 | \$5,266,488 |
| Circuit Breaker | \$1,156,283 | \$ 905,051 | \$1,663,453 | \$1,919,111 | \$2,329,816 |
| IDEA | \$915,727 | \$953,601 | \$979,320 | \$973,635 | \$1,016,032 |
| LABBB tuition credits | - | - | \$154,004 | \$140,000 | \$329,186 |
| Total Funding Sources | \$6,516,481 | \$6,874,828 | \$7,575,370 | \$ 8,145,841 | \$8,941,522 |

The Department of Elementary and Secondary Education (DESE) allows school districts to carry forward some or all of the Circuit Breaker grant for one additional year, as a buffer against unexpected tuition expenses. Since the FY15 override, the District has been proactively using a rolling three-year projection

of OOD funding sources and uses to systematically build a Circuit Breaker carry-forward amount. This approach has allowed the District to preserve adequate funding and to avoid unbudgeted and unanticipated increases in costs that could adversely impact regular instruction General Fund expenditures. The table below shows that, in FY17-FY19, the Circuit Breaker carry-over balances increased by funding a higher percentage of the eligible tuitions through the General Fund and reserving a higher portion of the available carry-over funds for future use. The larger carry-forward balances, along with fewer OOD students in FY19, allow the District to reduce the General Fund impact of OOD tuitions to a 3% growth rate in the FY20 budget (below the 9.8% projected FY20 increase in OOD tuitions), while maintaining over \$1,000,000 in the Circuit Breaker carry-forward account as a funding source for future increases in OOD expenses within any one budget year.

| | Actual FY16 | Actual FY17 | Actual FY18 | Estimated FY19 | Estimated FY20 |
|----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| State Circuit Breaker | | | | | |
| Prior Year Carry-Forward | \$29,234 | \$324,629 | \$1,107,242 | \$1,134,055 | \$1,251,741 |
| Plus Current Amount Received | \$1,451,678 | \$1,687,664 | \$1,690,266 | \$1,953,772 | \$2,119,843 |
| Available Circuit Breaker | \$1,480,912 | \$2,012,293 | \$2,797,508 | \$3,087,827 | \$3,371,584 |
| Less Amount Expended | \$1,156,049 | \$905,051 | \$1,663,453 | \$1,836,086 | \$2,329,816 |
| Carry-Forward Amount | \$324,629 | \$1,107,242 | \$1,134,055 | \$1,251,741 | \$1,041,768 |
| % Expended | 78.1% | 45.0% | 59.5% | 59.5% | 69.1% |

As a member of the LABBB collaborative, along with Lexington, Arlington, Bedford, and Burlington, Belmont pays tuition to LABBB for each student and earns tuition credits when the collaborative's revenues exceed its expenditures. In the past, these credits have been paid out to district members on an ad hoc basis determined by the LABBB board. Consequently, LABBB credits historically were not a part of the annual budgeting process. Recently, DESE decreed that collaborative members should distribute current cash on hand and tuition credits to member districts as they are accumulated. As a result, LABBB credits of \$329,000 that accrued in FY19 will be used in the FY20 budget to pay collaborative tuitions. There are no LABBB credits being shown as earned in FY20 because the FY19 LABBB surplus and the resulting distribution for FY20 is not yet known. It is anticipated that this source of funding will vary from year to year.

| LABBB Credit Usage | Actual FY16 | Actual FY17 | Actual FY18 | Estimated FY19 | Estimated FY20 |
|---------------------------------|-------------|-------------|-------------|----------------|----------------|
| Beginning Balance | \$648 | \$152,535 | \$435,823 | \$281,819 | \$329,186 |
| Plus: New Credits Earned | \$151,887 | \$283,288 | - | \$329,186 | - |
| Less: Use Of Prior Year Credits | - | - | \$154,004 | \$281,819 | \$329,186 |
| Ending LABBB Credit Balance | \$152,535 | \$435,823 | \$281,819 | \$329,186 | - |

Finally, IDEA grants are Federal funds allocated to states for the education of students with disabilities. Each state then distributes the grants to school districts based on a formula. Belmont's share of IDEA grants has been relatively stable, with modest increases in some years, and is expected to increase slightly in FY20.

C. Revolving Funds Analysis – A Shift from Revolving Funds to the General Fund for Music, Athletics and Student Activities

Funding for extracurricular activities and certain in-school programs (music, athletics, student activities, and full-day kindergarten) is provided primarily through a combination of the school's General Fund and revolving funds. In addition, certain other services offered by the School Department – such as food service and adult education – are funded entirely from revolving funds.

A revolving fund is an account that is established to collect fee-based revenue, which is then earmarked to support the specific activity, program, or service for which the funds were raised. A revolving fund can only expend funds to the extent that there are available and unencumbered balances in the account. Each revolving fund is a standalone account. Balances in one revolving fund cannot be used to cover the expenses of another revolving fund. The School Department currently has 17 revolving funds established to cover some or all of the costs associated with the types of activities and services listed above. As briefly noted earlier in the "Total Budget" section, different revolving funds cover varying percentages of the total cost of the associated programs.

As shown in the table below, the total FY20 budget increase for athletics, student activities – such as clubs – and various fine and performing arts programs is a very modest 1.5% (\$43,217). (Note, this increase includes the net impact of the reduction of \$50,000 in expenses associated with the previously-mentioned conversion of the Saturday morning music program to a privately-run program. Those costs had been covered out of a revolving fund.) However, for the reasons explained below, the School Department is budgeting a shift in the funding allocation for those three programs in FY20 from the revolving funds to the General Fund. Cumulatively, there is a \$280,547 net shift in expenses being covered by the General Fund in the FY20 budget over and above the \$43,217 total projected increase in program expenses for those three activities. The resulting \$323,765 increase to the General Fund budget represents about 8.8% of the entire proposed \$3.66 million increase in the School Department's FY20 General Fund budget.

| FY20 Impact to the General Fund | | | | | Net Shift from Revolving Funds to General Fund |
|---|--------------------------|-------------|---------------------------------|--------------|--|
| Program/Budget Category | Total Budget Increase | | General Fund Budget Increase | | |
| | Dollar | Percent | Dollar | Percent | |
| Athletics - Grades 5-12 | \$34,595 | 3.3% | \$125,648 | 28.2% | \$91,053 |
| Student Activities - Grades 5-12 | \$38,130 | 15.7% | \$90,832 | 120.3% | \$52,702 |
| Music, Theatre, Fine Arts – Grades K-12 | (\$29,508) | (1.9%) | \$107,284 | 8.9% | \$136,792 |
| Total | \$43,217 | 1.5% | \$323,764 | 18.8% | \$280,547 |

As shown in the table below, for the past few fiscal years, the relative percentage of funding for these three programs that have come from the General Fund and the revolving accounts has been relatively stable. However, with the reallocation of FY20 expenses from the revolving funds to the General Fund for these activities, the percentage of the total expenses that is covered by those two funding sources will change in FY20, with the General Fund now covering 70.8% of the total costs, a 10% increase versus FY19.

Historical Funding Allocation - General Fund and Revolving Funds

| | Actual FY16 | Actual FY17 | Actual FY18 | Budget FY19 | Budget FY20 |
|-----------------|----------------|----------------|----------------|----------------|----------------|
| General Fund | 64.9% | 64.4% | 62.6% | 60.8% | 70.8% |
| Revolving Funds | 35.1% | 35.6% | 37.4% | 39.2% | 29.2% |

There are two primary reasons for the shift in covering the budgeted expenses for these three programs out of the General Fund in FY20. First, for the past few years, the spending levels being covered by the revolving funds have exceeded the pace at which revenues are being raised through user fees. During that period, at year-end, the School Department has often had to charge back a number of expenses to the General Fund in order to maintain positive balances in the revolving funds. During FY16-FY18, those unbudgeted year-end expense transfers averaged about \$104,000 per year. With this shift in funding in FY20, the School Department is correcting an increasing imbalance in the amount of expenses the revolving funds can support.

Second, as shown in the table below, the overall expenses for these programs have increased. In fact, the growth in expenses of these programs has recently accelerated with increases in enrollment and, most recently, with the increase in coaching stipends that took effect in FY19 as result of the new labor contracts. There will be additional pressure in FY20 with increased transportation costs and facility rental fees that will be required as a result of the construction on the new Grade 7-12 school. Additionally, the FY20 budget covers an increased share of transportation costs through the program budget rather than expecting the various student activities to cover those costs themselves through fundraising or charging participants directly for transportation costs. In contrast to this growth in expenses, user fees for those programs have not increased in the nine years since they were first implemented. That dynamic of increasing expenses and stagnant revenues has continued to put pressure on the revolving funds, threatening to exhaust the revolving fund balances.

Historical Year-over-Year Growth in Total Funding - General Fund and Revolving Funds

| | Actual FY16 | Actual FY17 | Actual FY18 | Budget FY19 | Budget FY20 |
|---------------|----------------|----------------|----------------|----------------|----------------|
| Total Funding | 3.2% | 5.5% | 8.0% | 11.4% | 3.3% |

In summary, the shift in expenses to the General Fund in FY20 is designed to both account for the increase in current and future program expenses, while also keeping user fees unchanged and breaking the historic pattern of transferring expenses at year-end to the General Fund in order to maintain minimal year-end revolving fund balances.

Conclusions and Recommendations

The trend of increasing enrollments throughout the system is expected to continue for the foreseeable future. While enrollment growth in FY19 was down from that experienced in recent years, the overall trend is on track with what was projected by McKibben Associates. This continued enrollment growth is likely to continue to impose above-inflationary cost pressures on the School Department for the foreseeable future.

Recent increases in staffing have allowed the School Department to make inroads in addressing the pressures caused by the substantial enrollment growth over the past ten years. The 2015 override has provided resources to keep pace with growing enrollment and to even relieve pressures that had built up in prior years. However, with the depletion of the override funds in FY20, managing future enrollment growth may bring new pressures absent additional revenues.

The School Department's management of outside revenue sources such as the State Circuit Breaker has helped insulate the Department and the Town from year-to-year and mid-year volatility in special education expenses such as Out-of-District tuitions. The foregoing said, the favorable experience that Belmont had with Out-of-District enrollments in FY19 cannot be counted on to continue. Consequently, increases in SPED enrollment and the pace of growth in overall SPED expenditures remain a volatile and unpredictable component of the budget.

The shift in covering an increased percentage of student activity expenses through the General Fund has temporarily helped ensure the solvency of those funds. However, given the projection for continued increases in enrollment and the uncertainties around disruption from the construction on the new Grade 7-12 School, the overall expenses of these activities and the share covered by the General Fund bear continued monitoring in the year ahead. Moreover, at some point, revisiting the user fee levels and schedule may be warranted.

Pension, OPEB, and Debt Liabilities

Pension contributions, OPEB contributions, and debt service together are budgeted at over \$22 million in FY20 and together comprise 15% of the FY20 Town budget. These three items are non-discretionary, fixed budget expenditures. The pension and OPEB components are non-discretionary, but the precise funding requirements shift year-to-year based on changes in actuarial assumptions, demographics, and investment performance.

Pension

The Belmont Retirement System was created in 1938 to provide retirement benefits to Town of Belmont employees and their beneficiaries under the provisions of Massachusetts General Laws Chapter 32. The System is an independent governmental unit which is overseen by a five-member board and subject to rules and regulations promulgated by the State's Public Employee Retirement Administration Commission (PERAC).

The pension requirement for the budget comes from the actuarial report of the Belmont Contributory Retirement System ("Retirement System"). The most recent actuarial report is dated January 1, 2018 and was submitted to the Retirement Board in September 2018. The report is updated every two years so the next report will be dated January 1, 2020. For FY20, the pension cost increases 5.7%, or \$554,483, to \$10.1 million for all (General Fund, non-teaching School Department, Enterprises, Housing Trust, Belmont Light). Pension costs will comprise about 7% of the total Town budget in FY20. This compares to \$9.6 million in FY19, which was also about 7 % of the total Town budget. The chart below presents the total pension contribution in FY19 and FY20, along with detail about some components of the pension funding requirement. For example, about \$1.96 million of the FY20 \$10.1 million requirement is calculated to cover the Town's projected pension costs for the current employees (the so-called "Employer Normal Cost"); the balance of about \$8.2 million is the required contribution for the amortization of pension obligations earned by prior employees.

The current total unfunded liability for the Retirement System is \$77 million, meaning the Retirement System is about 58% funded. The annual total pension contribution is expected to increase about 5.75% each year through 2029, based on the actuarial report for the period ending January 1, 2018. It is important to note that the annual contributions are recalculated at the time of each actuarial report, based on the most recent assumptions. Thus, the annual contributions may need to change in the future to meet the currently required full funding date of June 30, 2029.

The chart also presents the projected pension funding schedule through 2029, based on current actuarial assumptions. Myriad assumptions drive this funding schedule. Some of the more important assumptions are:

- Market investment rate of return
- Longevity of participants
- Salary increases
- Demographic changes (timing of retirements, disability experience, turnover, etc.)
-

Pension contributions in \$ millions

| June30 | Employer Normal Cost | Amort of ERI & Unfunded Liability | Total Actuarial Contribution | % Change from Prior Year |
|---------------|-----------------------------|--|-------------------------------------|---------------------------------|
| FY19 | \$1.875 | \$7.766 | \$9.641 | |
| FY20 | \$1.958 | \$8.239 | \$10.197 | 5.8% |
| FY21 | \$2.024 | \$8.760 | \$10.784 | 5.8% |
| FY22 | \$2.091 | \$9.312 | \$11.403 | 5.7% |
| FY23 | \$2.161 | \$9.898 | \$12.059 | 5.8% |
| FY24 | \$2.233 | \$10.520 | \$12.753 | 5.8% |
| FY25 | \$2.307 | \$11.179 | \$13.486 | 5.7% |
| FY26 | \$2.385 | \$11.877 | \$14.262 | 5.8% |
| FY27 | \$2.464 | \$12.618 | \$15.082 | 5.7% |
| FY28 | \$2.547 | \$13.403 | \$15.950 | 5.8% |
| FY29 | \$2.631 | \$13.868 | \$16.499 | 3.4% |

The assumed rate of return is a significant input in the determination of the required funding schedule. The “assumed rate of return on the actuarial value of assets” should represent the expected long-term rate of return based on the Retirement System’s investment policy. Variations between this assumed rate of return and the actual rate of return leads to actuarial gains and losses in the funding calculation. The “rate of return on the market value of the assets” is calculated annually on a net of fee basis, based on actual investment returns for the year on the Retirement System’s assets (about \$100 million as of December 31, 2018). The “actual rate of return on an actuarial basis” represents the five-year weighted average of actual investment returns. The chart below presents these three types of rates, to the extent they have been determined as of May 1, 2019. It should be noted that the Retirement Board operates on a calendar fiscal year.

| | Assumed Return for Actuarial Asset Valuation | Actual Return for Actuarial Valuation | Market Rate of Return for Market Asset Valuation |
|------|---|--|---|
| 2016 | 7.50% | 7.76% | 7.91% |
| 2017 | 7.50% | 8.42% | 13.79% |
| 2018 | 7.40% | N/A | -3.20% |

As of December 31, 2017, the Retirement System served 354 retirees and their related beneficiaries. At that time, there were 467 active participants (employees) in the System. There were 254 inactive participants. (These inactive participants consist mainly of participants entitled to a return of their employee contributions (242) and also of 12 participants with a vested right to a deferred or immediate benefit.) The ratio of “non-active” participants (retirees + inactive participants) to “active” participants has been rising steadily and stands at 1.30X as of December 31, 2017.

In 2016, the Town and the Retirement System agreed to amortize the pension unfunded liability through 2029 (rather than the prior amortization period which ended in 2027). The schedule was reviewed and approved by PERAC. The policy approach behind the schedule is that after the unfunded liability has been fully funded, the Town will only need to fund the “normal cost” each year – the actuarially determined amount necessary to cover that year’s projected pension benefit earned by current employees. In theory, this schedule creates “space” or “capacity” to accelerate funding of the Town’s unfunded OPEB obligation after the pension has been fully funded in 2029.

In 2018, the Town approved an increase from \$12,000 to \$13,000 in the retirement base eligible for the maximum cost of living adjustment. This became effective on July 1, 2018 and the impact was incorporated into the actuarial report dated January 1, 2018.

Other Post-Employment Benefits (“OPEB”)

In addition to pensions, Belmont provides its employees healthcare and life insurance benefits upon retirement. These OPEB benefits are managed and overseen by the Town and not by the Retirement Board. There is not a state oversight agency such as PERAC monitoring the status of compliance with OPEB funding.

The Town pays these OPEB benefits for retirees on a “pay-as-you-go” basis, meaning the Town makes payments out of the current budget to cover retiree health costs; the Town does not have meaningful reserves upon which to draw for this purpose.

In FY20, the Town estimates that it will fund Town-only retiree healthcare costs of \$1,646,109 million. The Town has separated these costs from employee healthcare costs starting in FY19, which provides better visibility on this budget item. This number does not include the Light, Water and Sewer enterprises. The School Department retiree healthcare costs for FY20 are \$1,796,650

Although the costs of current retirees’ OPEB benefits have been fully and adequately covered over the years on a pay-as-you-go basis, the projected OPEB benefits earned by Town employees are not adequately reserved for, as determined by an actuarial analysis.

The most recent Belmont OPEB actuarial report is dated as of January 1, 2017 and was presented to the Town on November 17, 2017. The next actuarial report will be dated as of January 1, 2019 and will be presented to the Town in the fall of 2019.

As of January 1, 2017, the Town’s unfunded OPEB liability was \$96.7 million. This unfunded liability is lower than the \$186 million unfunded liability as of January 1, 2016. The reasons for this decrease are: a) adjustments to assumptions to better reflect Belmont’s healthcare experience, b) changes in demographic assumptions, and c) some adjustment to make more effective use of Medicare coverage when appropriate. When the actuarial report is updated in 2019, the assumptions will be reviewed and adjusted for the Town’s most recent experience.

The Town created an “OPEB Trust Fund” in early 2000s to initiate a process of saving for the future OPEB obligations owed by the Town to retirees. The OPEB Trust has a balance of approximately \$3 million. (The Town Treasurer manages these funds.) OPEB is valued every two years by an actuary and provides the

Town with disclosure information needed for the audited financial statements in accordance with GASB accounting Statements 74 and 75.

In FY20 the Town proposes to allocate \$552,695 from Free Cash into the OPEB Trust to contribute toward the Town's portion of the unfunded OPEB liability. Another \$40,325 from Free Cash is planned for the OPEB Trust related to the Light, Sewer and Water enterprises. This contribution is calculated using a formula established in the early 2000s that considers both the Town's reserves and the level of the unfunded liability.

Considering the retired Town and School employees' healthcare payments of 3,442,759 and the \$593,020 from Free Cash to be transferred to the OPEB Trust, the Town is allocating about \$4 million toward OPEB in FY20. As mentioned earlier, this does not consider the enterprise retiree healthcare costs.

At a larger policy level, the Town is currently operating on a long term plan that assumes the contributions to the OPEB Trust will continue in the current range. The contributions would then increase dramatically (to approximately \$12 million annually) in 2030, after the point at which the pension fund is currently projected to have reached a 100% funding level.

The Warrant Committee believes our current strategy for managing the OPEB liability is feasible at this current time. We support the active collection, monitoring, and isolating of the retirees' healthcare costs in the annual budget and over the course of the year so as to build a more reliable database on anonymized OPEB costs. We also support the full loading of proportional OPEB costs onto the enterprise funds. The Warrant Committee will continue to communicate with the Town administration as it undertakes periodic OPEB actuarial reports.

Debt Service

The Town is budgeting \$11,587,805 for debt service in FY20, up 144% and \$6,850,404 from the FY19 debt service level of \$4,719,259. This does not consider the debt service of the Light, Sewer, and Water enterprises. Debt service will comprise about 7.8% of the Town budget in FY20. This significant increase is due to the issue of \$100 million in new debt in March 2019 to fund the construction of the new Belmont Middle and High School. About 85% of the Town's debt service stems from a debt exclusion vote; thus, such debt is "serviced" by a dedicated piece of the property tax. About 15% of the Town's debt service is not related to a debt exclusion vote; thus, this debt service is covered by general revenues of the Town.

In April 2019, the Town refinanced debt related to the Wellington School for debt service savings, based on a drop in interest rates. This will lead to a modest tax reduction for home owners. In FY20, the Town is expected to issue an additional \$100 million (March 2020) to fund the balance of the new school project that was approved through a debt exclusion vote. In the same timeframe, the Town will also issue about \$3.5 million in debt to fund the renovation of the Police Station and the Department of Public Works facilities; this debt service will be covered by general revenues.

In FY19, the Town's Aaa rating from Moody's was reaffirmed and the Town obtained an additional bond rating from Standard & Poor's for the first time; S&P also returned an equivalent rating of AAA.



1930 American LaFrance Pumper. In Belmont Fire Department service from 1930 to 1972.

TOWN OF BELMONT
CAPITAL BUDGET COMMITTEE
FY2020 REPORT TO TOWN MEETING
MAY 2019

Introduction

In the Capital Budget Committee (“CBC” or “this Committee”) Annual Town Meeting Report, the CBC deliberately repeats some of the material from its previous reports. This decision is motivated by two considerations. First, every year brings new Town Meeting Members. The Committee believes that some of them may benefit from the background provided. Second, some of this Committee’s recommendations and observations are a work in progress. Although each year we have more developments to report, this Committee believes that it is worthwhile to keep this material in the minds of Town Meeting Members. The report contains captions to assist readers in finding their way through the report.

The report touches on the following topics:

- Who Is the CBC and What Does It Do?
- What is the Difference between the Common Understanding of “Capital Asset” and the CBC Responsibility?
- Some General Remarks
- The Community Preservation Act and Its Interaction with the Capital Budget
- The Town’s Roads and Sidewalks
- Status of Large, Extraordinary Capital Projects
- Belmont High School Building Project
- Policy Adoptions
- Privately Funded Capital Improvements
- Financial Task Force II
- Recommendations for FY2020 Capital Budget
- Enterprise Funds
- Five-Year Projection of Belmont’s Capital Needs

As discussed below, only the last three items are required by the Town’s by-laws to be reported to Town Meeting. The Committee believes, however, that the rest of the material is useful.

Over the past number of years, the CBC has provided information and historical background on a number of topics and included them in its annual report. This year in an attempt to streamline this document, some if not most of that material has been eliminated. New Town Meeting members may want to read our reports for the last five fiscal years to become better acquainted with recent issues involving the Town’s capital infrastructure and needs. Where relevant this report will direct readers to the reports of prior years for additional information.

Who Is the CBC and What Does It Do?

The Capital Budget Committee is established by Article 13 of the Town by-laws. There are seven members: three are appointed by the Moderator for terms of three years; the other four are the chairman (or a member appointed by the chairman) of the Select Board, the Warrant Committee, the Planning Board, and the School Committee, all of whom serve at the pleasure of the appointing authority. The members of the Committee who acted on the FY2020 Capital Budget recommendations are:

M. Patricia Brusch (Moderator appointee)
Susan Burgess-Cox (School Committee)
Jennifer Fallon (Warrant Committee)
Karl Haglund (Planning Board)
Anne Marie Mahoney (Moderator appointee)
Mark Paolillo (Select Board) until April 2, 2019
Adam Dash (Select Board) beginning April 3, 2019
Rebecca Vose (Moderator appointee)

Mrs. Mahoney serves as the Committee's chairman and Ms. Vose serves as its secretary. Glen Castro, Budget Analyst for the Town, serves as staff liaison to the Committee. Patrice Garvin, Town Administrator, attends most Committee meetings.

According to Article 13 of the Town's by-laws:

It shall be the duty of the Committee annually to prepare a capital report showing, for each six years hence following a list of those public improvements and non-recurring major equipment needs which, in its opinion, represent the most necessary enhancement projects or purchases to be undertaken by the Town during each such year. The report shall include the probable cost of each such improvement or purchase and the Committee's recommendations as to the method of financing them.

This spring the Committee has devoted its time to review and analyze the FY2020 capital requests from town departments and the schools. The Committee also received and discussed updates on major capital projects which this year included the high school, the renovation of the Police and DPW facilities and the library. The current status of each project is described below and will be the subject of Annual Town Meeting presentations.

In an effort to streamline the Capital Budget process, the Committee requested that a preliminary or draft capital budget be formulated through the Town Administrator and then presented to the Capital Budget Committee in the same manner as the current operating budget is formulated each year by the Town Administrator and presented to the Select Board and then to the Warrant Committee. Items recommended by the School Department, are discussed by the financial sub-committee but not reviewed by the School Committee before coming to the Capital Budget Committee. Their requests, like the other facilities requests, come to the CBC through the Director of Facilities. Requests that are funded by the Town's enterprise funds are submitted directly to the Committee for recommendations to Town Meeting.

In preparing to recommend an annual Capital Budget, the Committee collects requests from Town departments (including the School Department) for capital expenditures to be made from enterprise funds, from state reimbursements, and from general tax. With respect to items to be paid from general tax, the Select Board proposes to the Warrant Committee and the Capital Budget Committee an amount to be spent in the Capital Budget. After receiving requests from Town departments and [a] proposed general tax budget allocation[s] from the Select Board, the Committee, at its meetings, interviews representatives from those departments that have made requests.

As is our practice, the individual members of this Committee reviewed departmental requests and developed individual questions regarding those requests. Those individual questions were then pooled and submitted to the departments in writing.

This year Ms. Garvin, Town Administrator, compiled a comprehensive list of all capital items requested for FY20, including those that do not meet the CBC's definition of capital (see discussion below). She identified a funding source for each – operating or capital budget, enterprise funds, free cash, ambulance receipts and in one instance the Cemetery's Perpetual Care Fund. The Committee decided, however, that given the Town's tight fiscal position that it would not recommend using free cash to meet any capital needs.

After interviewing department representatives,¹ the Capital Budget Committee proceeds to assemble a recommended budget for the next fiscal year. The Committee considers each item that has been requested and votes whether that item should be included in its recommended budget. The item is included if it receives a majority vote; unanimity is not required. The requests for capital funds from various departments are, at the request of the Committee, presented by each department in a priority order. This is particularly helpful when the Committee is confronted with requests that are technical and have implications only for the department making the request. When, however, the request is less technical and/or has implications for others outside the department making the request, the Committee often exercises its own sense of priority.

What Is the Difference between the Common Understanding of “Capital Asset” and the CBC Responsibility?

The definition of capital expenditure for which the Committee is responsible is *not* the common understanding of a capital asset – it is a narrower concept. The common understanding of a capital asset is some asset that can be used and enjoyed for an extended period of time, often taken as more than one year, or that can be used to produce another product. It is often thought of as anything that is not for immediate consumption. This is *not* the definition with which this Committee works.

Note the key words in the by-law responsibility quoted previously – “public improvements and non-recurring major equipment needs.” An example of the differences between the two concepts that is very relevant to the Town's budgeting process is police cruisers. In common understanding, an automobile is a capital item but a police cruiser is a “recurring” item. (The

¹ In some instances department heads withdraw, add or adjust specific requests as a result of new information that becomes available after budgets have been submitted and sometimes as a result of the interview process itself. This happened in a few instances for FY2020.

average front-line cruiser is driven 25,000-30,000 miles in its first year. Cruisers must be replaced on a regular cycle.) In the view of the Committee, replacement of police cruisers belongs in the regular operating budget.

In an effort to draw a “bright line” between what it would consider and not, more than twenty-five years ago a previous Capital Budget Committee established a \$10,000-per-item requirement for requests addressed to it. There may be a time in the near future when this definition should be revisited. This should happen if and when the Capital Budget Committee is reconceived and reconstituted as a capital planning committee, which is being considered by the Select Board recently appointed second Financial Task Force (FTF II). More on FTF II *infra*.

Please see prior Capital Budget Reports to Annual Town Meeting for a more complete description of the history of the Committee’s thinking on what constitutes capital for purposes of Belmont’s capital budget.

Some General Remarks

There are some general topics, which the Committee wishes to emphasize to the Town Meeting. They are an envelope study and a coordinated approach.

Over the years, studies conducted by the Town and the Schools revealed ongoing big-ticket maintenance projects prompting multi-year plans to tackle these needs. This happened for the roofs on Town buildings and the building envelope (the material enclosing the interior of a building – exterior walls, windows, doors, etc.) of School buildings. The result was phased programs to address these major maintenance issues with money being allocated in successive fiscal years. The envelope work continues with the next phase funded when the previous one is complete. Committee members agree that the ultimate goal is protection of the Town’s investment in its built infrastructure.

In fall of 2013 the Town and Schools created the position of Facilities Director. This step was designed to strengthen a coordinated approach to infrastructure protection. Cost-savings were a prime motivation as well. The reader is directed to prior year Committee Reports to Annual Town Meeting for more on the Facilities Department.

Community Preservation Act and Its Interplay with the Capital Budget

As has been reported previously herein, the Capital Budget Committee has long supported additional funding to address the Town’s capital budget needs. One relatively new source of funding for certain types of capital projects is the Community Preservation Act (CPA) adopted by the Town in 2011 after voters accepted the act in November 2010. Fiscal 2014 was the first year of funding of projects under the CPA. Eligible projects must fall into the categories of affordable housing, recreation/open space, and historic preservation. This Committee is again pleased to see the range of projects proposed by the CPA Committee for funding. Some, if not most, of these projects would not meet the criteria for funding in the capital budget, not because they lack merit but because the Town has long stopped supporting certain types of projects for lack of money. Further, the projects on which CPA money can be spent, though very worthy, for the most part may not be considered central to the core functions of town government. This year the CPA projects include funds to construct a music shed for Payson Park, for playground

restoration at Town Field, Town Hall complex roof repairs, and Rock Meadow habitat preservation. These would most certainly be CBC requests were they not funded by the CPA. CPA funds may not always lessen the burden on the Town's capital budget but will support worthy projects that enhance the quality of life in Belmont and preserve valuable public assets that would otherwise suffer neglect. It should also be noted that the Committee, which oversees these CPA projects, requests that project sponsors, where applicable, engage in private fundraising to defray the cost of their project and coordinate their scope and timing of work with the DPW director.

The Town's Roads and Sidewalks

Although the maintenance (including rebuilding, if needed) of the network of streets in Town is (or should be) a recurring item, the funds for providing the Town with its streets have traditionally been included in the Capital Budget. As this Committee has observed previously, since much of the work on the Town's streets must be planned and contracted for in advance and actually accomplished in warm weather over more than one fiscal year, the pavement management program of the Town would greatly benefit from a stable and predictable budgeting atmosphere. An adequate pavement management program could easily use the Town's entire Capital Budget, but this Committee believes that some of the funds available to the Capital Budget should be available for the Town's many other capital needs. In an effort to address as many needs as feasible, this Committee regularly recommends about half its annual allocation (an amount based on the 2001 override) plus the targeted state aid ("Chapter 90") to roads, and the remainder to other capital requests. Previous Select Board policy omitted curbing and sidewalk work when roads were repaired. This policy was revised last year with respect to curbing that will affect pavement work going forward. In 2014 the Committee was able to use \$200,000 in one-time funds for sidewalks and in 2015, the override vote included \$200,000 for sidewalk repair. In the FY20 budget, that sidewalk figure has grown to \$220,000. (The Department includes curbs and handicap accessible sidewalks at intersections. The Trapelo Road/Belmont Street corridor included both sidewalks and curbs because that is a state – and state-funded – project.)

The Committee included extensive discussions of the Town's streets and efforts to maintain them in its 2009 and 2010 reports to the Annual Town Meeting. The reader is referred to those reports for more detailed information.

Status of Large, Extraordinary Capital Projects

Here is a summary of some of the large capital projects the Town is pursuing or faces – projects that cannot be undertaken within this Committee's annual allocations from general tax. This information will give the reader background on these projects.

High School

The Belmont High School Project has been very active this year. A debt exclusion ballot question was presented at the November ballot and received a very positive vote. A Town Meeting was held the following week to appropriate the funds. During the early winter Treasurer Floyd Carman went to bond the first part of the needed funds (\$100M) and the town received a AAA bond rating from two rating agencies. (Moody's and Standard and Poor's). The

bonds were then sold at a very favorable interest rate which will decrease the anticipated cost to the taxpayer.

The project is on schedule with a portion of it being bid early in order to begin construction in the summer of 2019. The groundbreaking will take place on May 28, 2019. During the summer the site will be prepared for the new utilities and work will begin on the swimming pool and field house which are scheduled to remain. The summer work will allow the school to remain occupied during the entire construction without placing the students in modular units. Then the work will begin to drive piles and to begin drilling the geothermal wells. It is anticipated that the students in grades 9 through 12 will be able to occupy the new high school portion in the fall of 2021, followed by the demolition of the existing building and construction of the new middle school portion. The construction should be complete in the summer of 2023.

In April 2019 the Belmont School Committee voted to name the new school The Belmont Middle and High School.

Memorial Library Building

A Feasibility Study Committee for a new Memorial Library was completed in 2017. The Board of Library Trustees approved the recommendation of the Feasibility Study Committee for a new building on the current site. Following that the Trustees put an article before the 2017 Annual Town Meeting requesting the appointment of a Building Committee for a new library. The first step for the Building Committee would be to produce a schematic design, which will serve as the basis for a capital fundraising campaign to make a significant contribution to funding the project.

The Building Committee was formed and began meeting in January 2018. The budget for the Committee is funded half by an appropriation from the town and half by the Belmont Library Foundation, and independent section 501(c)(3) organization formed to raise funds for a new library. Daedalus Projects was hired as the Owner's Project Manager (OPM) in June 2018. The Committee then began the process to hire an architect, and the firm of Oudens Ello Architecture was selected in November 2018. Work to develop the schematic design is progressing, with the Committee consulting with town boards, committees and staff and seeking public input as the design process continues.

The schematic design is expected to be complete in the fall of 2019. Once the design has been presented to the community, the Capital Budget Committee expects the fundraising campaign to continue at least through 2020 and a debt exclusion for the project to come before the voters sometime following that.

Department of Public Works/Belmont Police Department Building Project

After years of study and analysis, recommendations and schematic designs the DPW/BPD Building Committee was formed in November 2017 to finally address both buildings. The Committee developed a plan for a permanent solution for the police station and a ten-year solution for the DPW. The project will be financed without a debt exclusion. \$7.4 million was bonded in March 2019 that will be paid down each year from capital money in the amount of \$393,747. An additional \$3.5 million will be bonded in March 2020 and is expected to cost \$190,000 per year. This project will provide an enlarged and renovated police station for under

\$10.0 million and temporary renovations and an addition to the DPW facility for less than \$2.0 million. New construction for both facilities could cost up to \$60.0 million.

The police station will have additions that will provide a safe entrance for police cars with prisoners. The building will include new locker rooms and bathrooms for both genders; holding cells; interview and meeting rooms; offices; roll call room; evidence storage. The renovated sections will include energy efficient and coordinated systems, removal of hazardous materials and cosmetic upgrades. All sections of the building will be fully accessible. The design includes an elevator, an additional staircase and some additional parking.

The DPW facility will have renovated spaces for offices, a break room, and contractor check-in. The addition will include locker and bathroom space for both genders, a laundry area, and a multi-purpose room for training and quiet rest during protracted storms. Bids were accepted by the Building Committee and presented to Town Meeting on May 6, 2019. Construction will begin on the DPW in June to be completed before December 1. Temporary relocation of the police at the Water Department area will begin in May and construction will commence in the summer for a late August 2020 completion.

Other Projects

There are other, less-well-defined projects that have received some consideration by this or other committees of the Town. They include the White Field House and the Vigliolo skating rink. (In 2015 a group of ice hockey supporters began discussions with School administrators, the School Committee and the Select Board about a private/public partnership to construct a new rink. The prospect of a new or renovated high school building has put those discussions on hold.) Just this spring, the Select Board decided that the incinerator site once capped will be used for solar panels and battery storage as well as some DPW purposes. Also, on the horizon are some updating needs at schools that have not been renovated in the past 20 years. These include the Daniel Butler School (renovated in 1979-80), and the Winn Brook and Burbank Schools (renovated in 1987-89). Affordable housing should also be part of the Town's capital project planning. Finally, the Community Path now has an identified route and \$1.0M in CPA funding for design, if Town Meeting approves this project.

Policy Adoptions

Policies Related to Debt Service and Funding of Multi-Year Projects

In 2013, at the urging of the Town Treasurer the Committee developed and adopted a policy on the amount of the Town's Capital Budget that will be spent on debt service. As the Town uses debt or lease/purchase arrangements to acquire large capital items, such a policy satisfies municipal bond rating agencies (e.g., Moody's) of the fiscal soundness of the Town's assumption of debt obligations.

This policy is as follows:

The Capital Projects Discretionary budget will set aside not more than 33% for debt service/lease purchase payments. The request must be greater than \$100,000 with a useful life of 10 years. The Treasurer will provide annually and update the

Capital Budget Committee with an amortization schedule of payments. The Capital Budget Committee will review this policy annually by February 1 and forward to the Select Board, Warrant Committee, Town Accountant, and Treasurer an update on the review.

The Committee has endorsed a policy with respect to multi-year capital projects that it will not recommend funding the next year of such projects until substantial progress has been made.

Financial Task Force II

As of the writing of this report, the Select Board has appointed a second Financial Task Force (FTF II) to use the recently completed Financial Forecast developed by the Collins Center to “develop a multi-year financial plan for Belmont.” The original FTF developed “a multi-year Financial and Capital Investment Plan”, which recommended an operating override with a portion of the revenue to be used for capital items. The April 2015 override was successful, although given the fiscal pressure on the operating budget, the Committee has not seen the annual allocation for the capital budget rise to \$3M as hoped. The FTF II began working on a new financial plan in March.

Privately Funded Capital Improvements

Each year “private” groups such as the Soccer Association, Little League and Parents of ... groups provide much needed improvements and upgrades to our fields and recreational facilities. Without their generous support in donating irrigation systems for Winn Brook field, sprucing up the White Field House, and raising funds to replace playground equipment at the Winn Brook and Butler as examples, this much needed work would fall to the Capital Budget or become a request for CPA funds. In summer 2015 private donations funded the replacement of the varsity basketball court floor at the high school. Recently, a group of ice hockey supporters expressed interest in a private/public partnership to replace the Viglirolo Rink; as the high school project proceeds and the plans for that campus become clear, we eagerly await such a partnership becoming reality.

In 2016 the Capital Budget Committee worked with donors to form a creative solution to funding the Press Box at the Harris Field. This final piece of the original 2001 renovation of the field was finally approved for construction. Because the Capital Budget did not have \$240,000 to fund the Press Box the following cumulative funding solution was offered: \$40,000 remaining from the 2001 Harris Field Building Committee; \$125,000 of unused Capital money from the 2014 Harris Field replacement project; \$75,000 pledged by the Belmont Boosters and other donors. This project was completed before the 2017 football season and was well used both for football games and other community events at the field.

The community spirit shown in each of these partnerships is much appreciated by the department heads and the Committee and should be recognized by the citizens of the Town.

Recommendations for FY2020 Capital Budget

For FY2020, the Committee received requests for \$3.9 million in capital expenditures. This does not include requests that will be covered in separate Warrant articles for water and sewer equipment and projects funded by enterprise funds, which are generated from user fees. Nor does it include Chapter 90 highway funds. The total available funding for the Capital Budget for FY2020 is \$1,788M, including \$163,946 in turn backs from previously completed capital projects. The funds for discretionary spending are \$1,788M; Pavement Management funds are \$1.72 million as a result of the 2001 and 2015 overrides; Chapter 90 money is \$ \$541,147 for a total Pavement Management budget of \$2.26 million; sidewalk repair is \$220,000. (It should be noted that the chapter 90 Funds Annual Town Meeting article includes an additional \$108,488 the Town received from the State for FY19.)

Traditionally, the amount requested for projects that this Committee believes are appropriate and important is far less than the available funds. This year the gap between available funds and requests is less dramatic. The Committee prefers to receive an unedited list of capital requests from department heads. Through the interview process members made decisions about what items to support using their judgment informed by a broader perspective of competing Town needs and priorities. For FY13 through FY18 the Committee was given a heavily scrubbed list and saw only certain capital requests from department heads thereby undermining the ability of the CBC to exercise discretion in what capital items to recommend to Town Meeting. This year the Town Administrator presented the Town's capital requests using a different definition of capital from the one this Committee employs. This approach provided a more comprehensive view of the Town's capital needs but again reflected a paring down of departmental requests based, it would appear, on available funds rather than actual need. The Committee believes it is charged with producing a comprehensive assessment of the Town's capital needs for Town Meeting and looks forward to a return to an unedited capital budget that restores the CBC's critical role in the assessment process.

Overall, the CBC is usually presented with a large number of requests and limited funds with which to address only the most pressing requests each year. As reported to past Town Meetings, the Committee believes that the Town's allocation to the Capital Budget each year should be at least \$3.0 million (exclusive of money devoted to roads) and that that amount should increase each year by the same 2½% allowed to other aspects of the Town's general tax budget. One positive aspect of capital funding is that both the 2001 and the 2015 overrides, plus the 2½% annual growth has boosted the Pavement Management Program to the maximum level that the departments can manage in a construction season. While our roads and sidewalks are still in desperate condition in many areas of town, we are spending all we can reasonably spend in a season without tying the town up in road closure knots. However, a study of the five-year chart at the end of this report indicates that, even with an increased allocation for the Capital Budget, some years will present a challenge. Without increased allocations, further creative financing is inevitable. In addition, the Committee has gone on record as strongly supporting the efforts of the Warrant Committee to establish a system whereby the condition of the Town's large capital assets can be assessed, indexed, and tracked from year to year.

Article 22 in the warrant will contain the Committee's FY2020 recommendations. In addition to the annual Capital allocation, this Committee routinely recommends reallocation of funds previously appropriated for capital projects that are now complete.

PUBLIC SAFETY

Police Computer Aided Dispatch & Records Management Server: This is used for all Police and Fire Departments incident entry and dispatching by public safety communications. The current server is out of warranty and soon will be beyond its useful life.

Replace Fire Department's Front-Line Pumper: This was deferred from FY19. Funds for it will be borrowed, half of the amount to be authorized in FY20, and the other half authorized in FY21 with the full amount bonded in FY21. The pumper is paid for upon delivery, which will be sometime in FY21.

Ambulance and Cardiac Monitor Replacement: This is the second year of the Fire Department's five-year program to fund a replacement for the cardiac monitor in the ambulance. Each year the Committee sets aside \$7000 for this monitor, which costs \$35,000. The cardiac monitor was replaced this past year so this is the first year of contributing to its replacement fund.

Similarly, each year the Committee sets aside money for the purchase of a new ambulance. Since a new ambulance was purchased in FY17, this is year three of the five-year program and the set aside is now \$65,000 to reflect the increased cost of a new ambulance.

PUBLIC FACILITIES

Replace Burbank Boiler: This is needed to meet peak load demands and add redundancy to the heating system.

Upgrade Butler Fire Alarm Panel: The existing system is over 40 years old, well past its 10-year useful life.

Butler Heat Mitigation: This is to install ceiling fans in classrooms to circulate air during warm weather to improve the learning environment.

Replace Butler Boiler: This will replace an old steam boiler with a condensing hot water boiler with funding support from a Green Communities Grant.

Butler Building Envelope Study and Repairs: This work addresses water penetration through mortar at numerous places in the envelope.

Upgrade Winn Brook Fire Alarm Panel: This panel is 40 years old and needs to be replaced.

Replace Winn Brook Boiler: The old boiler has several code violations identified by the State Fire Marshall.

Replace Winn Brook Public Address System: The school's current system is old and not functioning. A new system is necessary for school safety reasons.

Roof Repair and Repair Plan Development for Town and School Buildings: This will create a roofing inventory and develop an annual maintenance, repair and replacement schedule.

OSHA Compliance Assessment: Municipalities have recently become subject to OSHA Regulation. This will pay for a consultant to conduct a Compliance Audit.

Police Department Moving Expenses: This will defray the cost of relocating the Police Department during renovation of its space.

Rehabilitation of Highway Department Truck: This will pay for repairs necessary to make a hand-me-down pick-up from Highway road worthy. This vehicle will increase Facilities ability to deploy staff to perform repairs and maintenance in different locations around Town.

Upgrade Building Maintenance System: This is for an updated and integrated system, which will allow Facilities to set, operate and monitor building operations in Town and School properties.

LIBRARY

AC Unit Replacement: This is for a new unit to cool the second floor. The existing unit has failed completely and is not repairable.

Replace Gutters and Downspouts: This is for the remaining three sides of the building. The front gutters and downspouts were replaced a few years ago.

DEPARTMENT OF PUBLIC WORKS

Replace Central Fleet Utility Truck (#6): This is an 8-year-old Pick-up Truck used for repair work on vehicles that have broken down outside of the DPW yard. The old one will be given to Facilities to rehab and use for repair and maintenance jobs in Town and School buildings.

Furnishings for DPW Garage: This will fund office furniture and furnishings for the renovated DPW facility.

The item below will be paid for with interest from the Cemetery's Perpetual Care Fund, not from the FY20 Capital Budget allocation.

Replace Loader Backhoe (#120): This replaces a piece of equipment that is essential in everyday cemetery operations.

INFORMATION TECHNOLOGY

Fiber Network Construction: This is the final phase in updating the Town and School's fiber network. The 3 main fiber hubs (High School; BML Substation 1; Library) will be relocated.

OFFICE OF COMMUNITY DEVELOPMENT

Pavement Management: This continues the yearly infusion of money into the Town's Pavement Management program, which is discussed in greater detail in the narrative of the report. The Director of Community Development will report at Town Meeting on the specific streets to be paved with the FY 2020 funds.

ENTERPRISE FUNDS

The Director of Community Development who is responsible for the management of these programs reports annually to the Committee on the status of these undertakings and funding mechanisms. They are described here but are not part of the annual capital budget allocation.

Sewer and Stormwater Capital Program: This is an annual program for repair and replacement of this infrastructure. The Town is under an EPA order to complete certain of this work within the next 3.5 years.

Water Main Replacement Program: This is the continuation of the 30-year project to replace all the unlined cast iron pipe in the town's water distribution system (approximately 40% of the system) to ensure a continued reliable supply of clean water. The project was originally approved by Town Meeting in 1995.

Water Main Bond Repayment: The Water Main Replacement Program (described above) is funded in part by taking advantage of no-interest loans from the MWRA through the Local Pipeline Assistance Program (LPAP). This is an integral part of the capital finance plan for the upgrade of the Town's water system.

Replace 37,000 GVW Dump Truck (#84) (#85): This replaces an 8-year-old truck that is in daily use by the Water Department.

Sewer and Drain Repair: This funds the Town's ongoing program to repair infrastructure and alleviate flooding. Primarily on roads programmed for reconstruction under the Pavement Management Program.

Municipal Stormwater Permit Compliance: This will pay for consulting services to ensure compliance with annual federal storm water permitting requirements that went into effect July 1, 2018.

Sewer and Drain Investigation, Evaluation and Repair: As required by federal EPA, this ongoing project addresses potential problem areas where sewer lines are leaking into stormwater lines. The State DEP will provide a loan at a very low interest rate to defray the cost of potential sewer and stormwater rehabilitation work should a large mitigation project become necessary.

Street Sweeper (#30): The current street sweeper gets daily use until the first snow storm and needs replacing.

The Committee's recommendations for FY2020 are set forth in the motions that correspond to Article 22 in the warrant. Water and sewer rates have been set appropriately to finance the expenditures recommended under Article 16. Chapter 90 Highway Funds from the State are covered in Article 21.

Five-Year Projection of Belmont's Capital Needs

It is the responsibility of the Capital Budget Committee to present to the Town Meeting, in addition to the items to be funded in the upcoming fiscal year, a list of the expected projects for the following five years. (The available data, however, is often not precisely five years: the implications of some entries go beyond five years and, in a few instances, only four years projections are available. FY2020, dealt with above, is sometimes taken as year one.) In the past, it has been the practice of the Capital Budget Committee to compile this five-year list from requests from department heads and to present it largely unaltered.² For this year, we will continue with this practice. In particular, we have not deleted items that are to us not within our mandate (see second section, above). The appearance of an item in the chart should not be taken as a decision on our part that an item is properly within this Committee's jurisdiction. We might later screen out some items as more appropriate for the operating budget. This chart is a raw document for planning purposes only. The items in the chart have not been "vetted" either by the Town Administrator or the Capital Budget Committee. The chart is attached to this report.

This Committee asked that departments submit costs estimated for the year matching the effective date of the request, thus requiring an adjustment for the economy in future years. Some departments tried to comply with this request; others did not. Moreover, unmet capital requests from the past that we have tried to carry forward are shown at the values originally submitted (without adjustment). Finally, most of the capital items are subject to a bidding process before they are actually purchased. Therefore, these cost values should be treated as only roughly comparable orders of magnitude.

Because the Pavement Management Program must be executed on a seasonal basis, the Committee has not attempted to cast the full planning for roads by the Community Development Department in this fiscal year chart form. The Committee has met in past years with the Director of Community Development, has reviewed his planning and is satisfied that the Pavement Program will make good use of any funds that this Committee is able to allocate to that Program for the indefinite future. A more extensive discussion of the roads situation is available in the reports of the Belmont Pavement Management Committee available from the Town Clerk's Office or on the Town website.

This chart contains some expenditures for sewer and water enterprise funds. The Director of Community Development is responsible for some of those projects in his capacity as Town

² Some changes have been made, however, for editorial consistency. Another change is that the requests for FY2020 that could not be recommended have been added to the appropriate year (usually FY2021). The later change is somewhat arbitrary because many of these requests will in fact be modified before the departments make them (or substitute requests) again. This is because it often seemingly puts two years of a multi-year project into one year and because of "work arounds" that departments may have devised in the meantime. These workarounds may involve grants, gifts, funds diverted from operations, help from other departments, different approaches to the underlying problem, combination with other projects, and so forth. The Committee, however, believes it is best to keep these matters in mind.

Engineer. (As a general matter, the Director of Community Development is responsible for sewer capital projects and those items are in the Community Development Department budget; the Director of the Public Works Department is responsible for water capital expenditures and those items are in the DPW budget. The Committee has been assured that planning for water and sewer projects is coordinated between the departments.) Some water and sewer projects are funded or to be funded from the proceeds of borrowing previously authorized or which the Town Engineer hopes will be authorized. The debt service for that borrowing will be included in the operating budgets of the enterprise funds.

The Parks Division and the Cemetery Division have been combined but are still carried separately for budgeting purposes.

As the five-year chart demonstrates, it is doubtful that the Town can fund all worthy capital requests in coming years from the current, annual allocation to the capital budget. The Committee recommended financing some acquisitions (lease/purchasing of Police and Fire equipment) in previous years. Two years ago the override vote allowed the Town to move ahead with two projects deemed of vital importance and urgency through the Committee's increased borrowing capability. Among other possible financing approaches the Committee may consider in future are so-called BANS (bond anticipation notes), leasing, capital outlay exclusions, and debt exclusions. It is very likely that the Committee will make further recommendations in this regard in coming years.

Anne Marie Mahoney, Chairman
Rebecca Vose, Secretary
M. Patricia Brusch
Susan Burgess-Cox
Jennifer Fallon
Adam Dash
Karl Haglund

FY21-25 Capital Budget Request - Capital Discretionary

| Dept. | Priority | Description | FY21 | FY22 | FY23 | FY24 | FY25 | Total |
|-----------|----------|--|------------|------------|------------|------------|------------|--------------|
| DPW | 1 | Sidewalk Maintenance | \$ 225,500 | \$ 231,138 | \$ 236,916 | \$ 242,839 | \$ 248,910 | \$ 1,185,302 |
| HWY | 1 | Central Fleet Utility Truck (#6) | - | - | - | - | - | \$ - |
| HWY | 1 | Highway Garage Furnishings | - | - | - | - | - | \$ - |
| HWY | 2 | 10' Material Spreader (#74)(#73) | 19,950 | - | 19,950 | - | - | \$ 39,900 |
| HWY | 2 | 1.5 Ton Sidewalk Roller (#62) | 16,535 | - | - | - | - | \$ 16,535 |
| HWY | 3 | Snow fighter Conversion (#32) | - | - | 47,185 | - | - | \$ 47,185 |
| HWY | 4 | Administrative Vehicle (#1) | - | - | - | 40,850 | - | \$ 40,850 |
| HWY | 5 | 9' Material Spreader (#67) | - | - | - | - | 15,750 | \$ 15,750 |
| Parks | 1 | Toro 10 Foot Cut Riding Lawn Mower | 78,600 | - | - | - | - | \$ 78,600 |
| Parks | 2 | 19000 GVW Dump Truck (#106) | 83,895 | - | - | - | - | \$ 83,895 |
| Parks | 2 | Small Front End Loader (#108) | 86,800 | - | - | - | - | \$ 86,800 |
| Parks | 3 | Toro 16 Foot Cut Riding Mower | - | 88,500 | - | - | - | \$ 88,500 |
| Parks | 4 | 1 Ton 4WD Pickup Truck (#110)(#102) (#104) | - | 47,400 | 47,400 | 47,400 | - | \$ 142,200 |
| Parks | 5 | John Deere Tractor (#107) | - | - | - | - | 40,425 | \$ 40,425 |
| Cemetery | 2 | 1 Ton 4WD Pickup Truck (#117) | 47,400 | - | - | - | - | \$ 47,400 |
| Cemetery | 3 | 19,000 GVW Dump Truck (#119)(#116) | - | 83,895 | 83,895 | - | - | \$ 167,790 |
| Water | 1 | Water Main Replacement | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | \$ 5,000,000 |
| Water | 1 | 37,000 GVW Dump Truck (#84)(#85) | - | 140,600 | - | - | - | \$ 140,600 |
| Water | 2 | 1/2 Ton Pickup Truck (#78) | 36,720 | - | - | - | - | \$ 36,720 |
| Water | 2 | Administrative Vehicle (#81)(#77)(#76) | 40,850 | - | 40,850 | - | 40,850 | \$ 122,550 |
| Water | 3 | CAB Chassis (#87) | - | 30,000 | - | - | - | \$ 30,000 |
| Water | 4 | Closed Utility 4WD Truck (#88)(#83) | - | - | 79,800 | 79,800 | - | \$ 159,600 |
| Water | 5 | Vactor Machine (#50) | - | - | - | - | 250,000 | \$ 250,000 |
| Sewer HWY | 1 | Street Sweeper (#30) | - | - | - | - | - | \$ - |
| Sewer HWY | | Trapelo Road Culvert* | - | - | - | - | - | \$ - |
| Sewer HWY | | Front End Loader (#23) (#24) | 214,200 | | 214,200 | | | \$ 428,400 |
| Sewer HWY | | 1 Ton 4WD Pickup Truck (#4)(#21)(#5)(#1) | - | 47,400 | 47,400 | 47,400 | 47,400 | \$ 189,600 |
| Sewer HWY | | 1 Ton 4WD Pickup Truck (#7) | | 47,400 | - | - | - | \$ 47,400 |

FY21-25 Capital Budget Request - Capital Discretionary

| Dept. | Priority | Description | FY21 | FY22 | FY23 | FY24 | FY25 | Total |
|--|----------|---|---------------------|---------------------|-----------------------------------|---------------------|---------------------|---------------------|
| Sewer HWY | | 3CY Trailer Mounted Asphalt Hot Box (#49) | | 47,800 | - | - | - | \$ 47,800 |
| Sewer HWY | | Emergency Service Van (#52) | - | - | - | 36,960 | - | \$ 36,960 |
| Sewer HWY | | Administrative Vehicle (#2) | - | - | - | 40,950 | - | \$ 40,950 |
| Sewer HWY | | Vactor Machine (#50) | - | - | - | - | 250,000 | \$ 250,000 |
| Total Department of Public Works | | | \$ 1,850,450 | \$ 1,764,133 | \$ 1,817,596 | \$ 1,536,199 | \$ 1,893,335 | \$ 8,861,712 |
| | | | | | | | | \$ 8,861,712 |
| Police | 1 | Replace Computer Aided Dispatch and Records Management Server | - | - | - | - | - | \$ - |
| Police | 1 | Replace Telephone and Radio Logging Recorder | 16,500 | - | - | - | - | \$ 16,500 |
| Police | 1 | Replace LiveScan Fingerprint System | - | 20,000 | - | - | - | \$ 20,000 |
| Police | | Replace Police Radio Repeaters | - | - | * Needs Discussion on Phasability | | | \$ - |
| Police | | Replace Town Wide Base Radio Infrastructure | - | - | * Needs Discussion on Phasability | | | \$ - |
| Police | | Replace 2 Domain Controller Servers | - | - | - | 24,000 | - | \$ 24,000 |
| Police | 1 | Replace Computer Network Switches | - | - | - | 35,000 | - | \$ 35,000 |
| Total Police Department | | | \$ 16,500 | \$ 20,000 | \$ - | \$ 59,000 | \$ - | \$ 95,500 |
| | | | | | | | | \$ 95,500 |
| IT | | Information Technology (IT) Assessment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| IT | 3 | Storage Network Upgrade | - | - | 90,000 | - | - | \$ 90,000 |
| Total Information Technology Department | | | \$ - | \$ - | \$ 90,000 | \$ - | \$ - | \$ 90,000 |
| | | | | | | | | \$ 90,000 |
| Library | 1 | Replace/ Rebuild Front Entrance Stairs & Railings (Upper) | 37,120 | - | - | - | - | \$ 37,120 |
| Library | 1 | Replace Gutters and Downspouts (3 sides) | - | - | - | - | - | \$ - |

FY21-25 Capital Budget Request - Capital Discretionary

| Dept. | Priority | Description | FY21 | FY22 | FY23 | FY24 | FY25 | Total |
|---------|----------|--|-------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Library | 1 | Extend Useful Life of A/C Equipment | 50,000 | - | - | - | - | \$ 50,000 |
| Library | 1 | Upgrade Fire Alarm System | 165,000 | - | - | - | - | \$ 165,000 |
| Library | 1 | Crack Fill Seal Parking Lot | 40,000 | - | - | - | - | \$ 40,000 |
| Library | 2 | Upgrade & Replace Unit Ventilators | - | 80,000 | - | - | - | \$ 80,000 |
| Library | 2 | Chiller Rooftop Replacement | - | 224,640 | - | - | - | \$ 224,640 |
| Library | 2 | Replace Windows and Exterior Doors | - | 300,000 | - | - | - | \$ 300,000 |
| Library | 2 | Repoint Masonry | - | - | 150,000 | - | - | \$ 150,000 |
| Library | 2 | Replace Interior Doors and Hardware | - | - | 120,000 | - | - | \$ 120,000 |
| Library | 2 | Renovate 8-10 Bathrooms | - | - | 185,000 | - | - | \$ 185,000 |
| Library | 2 | Elevator Replacement | - | - | 250,000 | - | - | \$ 250,000 |
| Library | 2 | New Furniture | - | - | 150,000 | - | - | \$ 150,000 |
| Library | 3 | Repave Parking Lot | - | - | - | 241,920 | - | \$ 241,920 |
| Library | 2 | Paint Interior of Building | - | - | - | 70,000 | - | \$ 70,000 |
| Library | 2 | Paint Exterior of Building | - | - | - | 35,000 | - | \$ 35,000 |
| Library | 2 | Expand Security Camera System | - | - | - | 20,000 | - | \$ 20,000 |
| Library | 2 | Fire Suppression for Claflin Room | - | - | - | 35,000 | - | \$ 35,000 |
| Library | 2 | Automatic Sprinkler System | - | - | - | 250,000 | - | \$ 250,000 |
| Library | 2 | Upgrade Electrical Coverage | - | - | - | 250,000 | - | \$ 250,000 |
| Library | 2 | Replace HVAC System | - | - | - | - | 1,200,000 | \$ 1,200,000 |
| Library | 2 | Building Management System | - | - | - | - | 250,000 | \$ 250,000 |
| | | Total Library Department | \$ 292,120 | \$ 604,640 | \$ 855,000 | \$ 901,920 | \$ 1,450,000 | \$ 4,103,680 |
| | | | | | | | | 4,103,680 |
| Fire | 1 | *Cardiac Monitor Replacement* Appropriation each year to replace at 5 years | \$ 7,000 | \$ 9,000 | \$ 9,000 | \$ 9,000 | \$ 9,000 | \$ 43,000.00 |
| Fire | 1 | *Ambulance Replacement* Appropriation each year to replace at 5 years | 65,000 | 68,000 | 68,000 | 68,000 | 68,000 | \$ 337,000.00 |
| Fire | 1 | Replace Fire Pumper (Deferred from FY2019) | 347,700 | - | - | - | - | \$ 347,700.00 |
| Fire | 2 | Portable Radio Replacement | 150,000 | - | - | - | - | \$ 150,000.00 |
| Fire | 1 | Replace Shift Commander's Vehicle | 66,150 | - | - | - | - | \$ 66,150.00 |

FY21-25 Capital Budget Request - Capital Discretionary

| Dept. | Priority | Description | FY21 | FY22 | FY23 | FY24 | FY25 | Total |
|------------------------------|----------|---|-------------------|------------------|-------------------|------------------|------------------|------------------|
| Fire | 1 | Replace 2005/2014 Engine | - | - | 804,320 | - | - | \$ 804,320.00 |
| Fire | 2 | Replace Staff Vehicle | - | - | 69,500 | - | - | \$ 69,500.00 |
| Total Fire Department | | | \$ 635,850 | \$ 77,000 | \$ 950,820 | \$ 77,000 | \$ 77,000 | 1,817,670 |
| | | | | | | | | 1,817,670 |
| Facilities | | BUTLER | | | | | | |
| Facilities | | Butler heat mitigation | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Facilities | | Fire Alarm Panel Upgrade, including design | - | - | - | - | - | \$ - |
| Facilities | | Device upgrade smokes, and visuals | 50,000 | - | - | - | - | \$ 50,000 |
| Facilities | | Boiler replacement (Year 2 of 2) | - | - | - | - | - | \$ - |
| Facilities | | Add indirect water heater | 15,000 | - | - | - | - | \$ 15,000 |
| Facilities | | Public Address System Replacement | - | 40,000 | - | - | - | \$ 40,000 |
| Facilities | | Create locked entry foyer | 32,000 | - | - | - | - | \$ 32,000 |
| Facilities | | Building envelope study and repairs | - | - | - | - | - | \$ - |
| Facilities | | Repair, rebuilt perform univent repairs | 25,000 | - | - | - | - | \$ 25,000 |
| Facilities | | Multi year project to replace windows | 300,000 | - | - | - | - | \$ 300,000 |
| Facilities | | BURBANK | | | | | | |
| Facilities | | Repair, rebuilt perform univent re | 25,000 | - | - | - | - | \$ 25,000 |
| Facilities | | Device upgrade smokes, and visuals | 50,000 | - | - | - | - | \$ 50,000 |
| Facilities | | Replace 40 plus year old boiler | - | - | - | - | - | \$ - |
| Facilities | | Replace exterior doors and paint to match | 30,000 | - | - | - | - | \$ 30,000 |
| Facilities | | Add indirect water heater | 15,000 | - | - | - | - | \$ 15,000 |
| Facilities | | Replace façade around front door | 75,000 | - | - | - | - | \$ 75,000 |
| Facilities | | WINN BROOK | | | | | | |
| Facilities | | Fire Alarm Panel Upgrade, including design | | - | - | - | - | \$ - |
| Facilities | | Device upgrade smokes, and visuals | 50,000 | - | - | - | - | \$ 50,000 |

FY21-25 Capital Budget Request - Capital Discretionary

| Dept. | Priority | Description | FY21 | FY22 | FY23 | FY24 | FY25 | Total |
|------------|----------|---|---------|---------|---------|---------|---------|------------|
| Facilities | | Repair, rebuilt perform univent repairs | 25,000 | - | - | - | - | \$ 25,000 |
| Facilities | | Replace master clock system | 35,000 | - | - | - | - | \$ 35,000 |
| Facilities | | Boiler replacement | - | - | - | - | - | \$ - |
| Facilities | | Public Address System Replacement | - | - | - | - | - | \$ - |
| Facilities | | Create locked entry foyer | 32,000 | - | - | - | - | \$ 32,000 |
| Facilities | | WELLINGTON | | | | | | |
| Facilities | | Study and resolve exterior envelope issues | 125,000 | 200,000 | 200,000 | 200,000 | 200,000 | \$ 925,000 |
| Facilities | | Replacement of or substantial rebuilding of two water to water heat pumps | 100,000 | - | - | - | - | \$ 100,000 |
| Facilities | | Erosion control for the area around the rear playground | 30,000 | - | - | - | - | \$ 30,000 |
| Facilities | | Upgrading of the lighting control system | 30,000 | - | - | - | - | \$ 30,000 |
| Facilities | | Schools General | | | | | | |
| Facilities | | General, Improved school classroom air circulation | 50,000 | 25,000 | 10,000 | - | - | \$ 85,000 |
| Facilities | | Exterior Door and hardware replacements | 36,000 | 50,000 | 50,000 | - | - | \$ 136,000 |
| Facilities | | System wide univent rebuild/replacement (multiple years) | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | \$ 125,000 |
| Facilities | | System wide building envelope study and repairs | 50,000 | 75,000 | 75,000 | 75,000 | 0 | \$ 275,000 |
| Facilities | | Create secure entries for schools that do not have double entry doors | 45,000 | - | - | - | - | \$ 45,000 |
| Facilities | | Town and Schools, general | | | | | | |
| Facilities | | Immediate roof repairs and roof plan development | 200,000 | 200,000 | 200,000 | 200,000 | - | \$ 800,000 |
| Facilities | | Town/School Security Upgrades Design (Years 4 - 6) | 50,000 | 50,000 | - | - | - | \$ 100,000 |
| Facilities | | Parking Lot and Sidewalk Paving Management (Yr. 1 of 5) | 20,000 | 10,000 | 10,000 | 10,000 | 10,000 | \$ 60,000 |

FY21-25 Capital Budget Request - Capital Discretionary

| Dept. | Priority | Description | FY21 | FY22 | FY23 | FY24 | FY25 | Total |
|------------|----------|--|------------------|----------------|----------------|----------------|----------------|------------------|
| Facilities | | Safety and Health OSHA Compliance assessment | 50,000 | 25,000 | - | - | - | \$ 75,000 |
| Facilities | | BMS system upgrade | - | - | - | - | - | \$ - |
| Facilities | | Telephone deskset replacement | 25,000 | 25,000 | 25,000 | 25,000 | - | \$ 100,000 |
| Facilities | | System-wide AC upgrades | 25,000 | 25,000 | 25,000 | - | - | \$ 75,000 |
| Facilities | | Town Buildings and Other | | | | | | |
| Facilities | | Addition of vehicles | 51,968 | - | - | - | - | \$ 51,968 |
| Facilities | | Town Hall Complex | | | | | | |
| Facilities | | Police relocation and fit-up | 20,000 | - | - | - | - | \$ 20,000 |
| Facilities | | Town Hall - Rail Restoration and Stone Wall Repair | 175,000 | - | - | - | - | \$ 175,000 |
| Facilities | | Exterior painting | 40,000 | - | - | - | - | \$ 40,000 |
| Facilities | | Interior painting | 22,000 | - | - | - | - | \$ 22,000 |
| Facilities | | Plaster repair | 15,000 | - | - | - | - | \$ 15,000 |
| Facilities | | Carpet replacement | 25,000 | - | - | - | - | \$ 25,000 |
| Facilities | | DPW | | | | | | |
| Facilities | | Vehicle Fuel Tank replacement at DPW | 250,000 | - | - | - | - | \$ 250,000 |
| Facilities | | DPW Overhead Doors | 20,000 | 20,000 | - | - | - | \$ 40,000 |
| Facilities | | DPW Window remove and replace Project # 2019-16 | 10,000 | 10,000 | 10,000 | - | - | \$ 30,000 |
| Facilities | | Fire Department | | | | | | |
| Facilities | | Fire Department Buildings Concrete Restoration | 100,000 | - | - | | 100,000 | \$ 200,000 |
| Facilities | | Cabinet replacement at headquarters | 35,000 | - | - | - | - | \$ 35,000 |
| Facilities | | Cabinet replacements at substation | 30,000 | - | - | - | - | \$ 30,000 |
| Facilities | | COA | | | | | | |
| Facilities | | Replace carpet w/tile | 30,000 | - | - | - | - | \$ 30,000 |
| Facilities | | Library | | | | | | |
| Facilities | | Replace AC unit, complete, for 2nd floor | - | - | - | - | - | \$ - |
| | | Total Facilities Department | 2,443,968 | 780,000 | 630,000 | 535,000 | 335,000 | 4,723,968 |
| | | | | | | | | 4,723,968 |
| Comm. Dev. | | Sewer and Storm Capital Program | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 2,500,000 |

FY21-25 Capital Budget Request - Capital Discretionary

| Dept. | Priority | Description | FY21 | FY22 | FY23 | FY24 | FY25 | Total |
|------------|----------|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Comm. Dev. | | Incinerator Site Landfill Closure | 36,500 | 36,500 | 36,500 | 36,500 | 36,500 | \$ 182,500 |
| Comm. Dev. | | Capital Budget 2001 | 1,428,831 | 1,464,552 | 1,501,166 | 1,538,695 | 1,577,162 | \$ 7,510,406 |
| Comm. Dev. | | Capital Budget 2015 | 339,423 | 347,909 | 356,606 | 365,521 | 374,659 | \$ 1,784,118 |
| Comm. Dev. | | Chapter 90 | 542,443 | 542,443 | 542,443 | 542,443 | 542,443 | \$ 2,712,215 |
| | | Total Community Development | \$ 2,847,197 | \$ 2,891,404 | \$ 2,936,715 | \$ 2,983,159 | \$ 3,030,764 | \$ 14,689,239 |
| | | | | | | | | \$ 14,689,239 |
| | | | | | | | | |
| | | GRAND TOTAL | \$ 8,086,085 | \$ 6,137,177 | \$ 7,280,131 | \$ 6,092,278 | \$ 6,786,099 | \$ 34,381,769 |
| | | | | | | | | \$ (34,381,769) |

FY21-FY25 Capital Budget Request - Sewer Enterprise

| DEPARTMENT OF PUBLIC WORKS - Sewer Enterprise | FY21 | FY22 | FY23 | FY24 | FY25 | TOTAL |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Major Capital Equipment Replacement Costs | | | | | | |
| <i>Highway</i> | | | | | | |
| Street Sweeper (#30) | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Trapelo Road Culvert* | | | | | | \$ - |
| Front End Loader (#23) (#24) | \$ 214,200 | | \$ 214,200 | | | \$ 428,400 |
| 1 Ton 4WD Pickup Truck (#4)(#21)(#5)(#1) | | \$ 47,400 | \$ 47,400 | \$ 47,400 | \$ 47,400 | \$ 189,600 |
| 1 Ton 4WD Pickup Truck (#7) | | \$ 47,400 | | | | \$ 47,400 |
| 3CY Trailer Mounted Asphalt Hot Box (#49) | | \$ 47,800 | | | | \$ 47,800 |
| Emergency Service Van (#52) | | | | \$ 36,960 | | \$ 36,960 |
| Administrative Vehicle (#2) | | | | \$ 40,950 | | \$ 40,950 |
| Vactor Machine (#50) | | | | | \$ 250,000 | \$ 250,000 |
| | | | | | | |
| DEPARTMENT OF PUBLIC WORKS (SE) TOTAL | \$ 214,200 | \$ 142,600 | \$ 261,600 | \$ 125,310 | \$ 297,400 | \$ 1,041,110 |
| | | | | | | \$ 1,041,110 |
| | | | | | | |

FY21-FY25 Capital Budget Request - Sewer Enterprise

| COMMUNITY DEVELOPMENT - Sewer Enterprise | FY21 | FY22 | FY23 | FY24 | FY25 | TOTAL |
|---|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|
| <i>Outfalls Investigation (EPA) -</i> | | | | | | |
| Sampling and Analysis | \$ 70,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | | \$ 220,000 |
| Design/ Engineering | \$ 50,000 | \$ - | \$ - | \$ - | | \$ 50,000 |
| Construction | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Sub Total | \$ 120,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | | \$ 270,000 |
| | | | | | | \$ 270,000 |
| <i>I/I Mitigation (MWRA) -</i> | | | | | | |
| Design/ Engineering | \$ - | \$ 70,000 | \$ 25,000 | \$ - | | \$ 95,000 |
| Construction | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Sub Total | \$ - | \$ 70,000 | \$ 25,000 | \$ - | | \$ 95,000 |
| | | | | | | \$ 95,000 |
| <i>MS4 Permit (NPDES) -</i> | | | | | | |
| Permit Compliance | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | | \$ 400,000 |
| Sub Total | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | | \$ 400,000 |
| | | | | | | \$ 400,000 |
| <i>Sewer and Drain Repairs -</i> | | | | | | |
| Sewer and Drain CCTV and Design Report | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 80,000 | | \$ 320,000 |
| Sewer and Drain Relining and Point Repairs | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | | \$ 800,000 |
| Sub Total | \$ 280,000 | \$ 280,000 | \$ 280,000 | \$ 280,000 | | \$ 1,120,000 |
| | | | | | | \$ 1,120,000 |
| Total CD Sewer Enterprise | \$ 500,000 | \$ 500,000 | \$ 455,000 | \$ 430,000 | | \$ 1,885,000 |
| | | | | | | \$ 1,885,000 |
| COMMUNITY DEVELOPMENT | FY21 | FY22 | FY23 | FY24 | FY25 | TOTAL |
| <i>Loan Repayments (Debt Service)</i> | | | | | | |
| Sewer Bond - FY06 | \$ 153,577 | \$ 149,677 | \$ 140,777 | \$ 137,027 | | \$ 581,058 |
| DEP CWSRF pt1 | \$ 444,620 | \$ 444,081 | \$ 443,532 | \$ 442,971 | | \$ 1,775,204 |
| DEP CWSRF pt2 | \$ 97,171 | \$ 97,171 | \$ 97,171 | \$ 97,171 | | \$ 388,684 |
| CWSRF (2012) | \$ 142,601 | \$ 142,625 | \$ 142,650 | \$ 142,675 | | \$ 570,551 |
| Future Borrowing (DEP) | \$ 175,000 | \$ 175,000 | \$ 175,000 | \$ 175,000 | | \$ 700,000 |
| Sub Total | \$ 1,012,970 | \$ 1,008,554 | \$ 999,130 | \$ 994,844 | | \$ 4,015,498 |
| | | | | | | \$ 4,015,498 |
| COMMUNITY DEVELOPMENT TOTAL | \$ 1,512,970 | \$ 1,508,554 | \$ 1,454,130 | \$ 1,424,844 | | \$ 5,900,498 |
| | | | | | | \$ 5,900,498 |
| TOTAL SEWER ENTERPRISE | \$ 1,727,170 | \$ 1,651,154 | \$ 1,715,730 | \$ 1,550,154 | \$ 297,400 | \$ 6,941,608 |
| | | | | | | \$ 6,941,608 |

FY21-FY25 Capital Budget Request-Water Enterprise

| DEPARTMENT OF PUBLIC WORKS | <u>FY21</u> | <u>FY22</u> | <u>FY23</u> | <u>FY24</u> | <u>FY25</u> | <u>TOTAL</u> |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| <i>Water Enterprise</i> | | | | | | |
| Water System Improvement Program | | | | | | \$ - |
| Water Main Bond Repayment | | | | | | \$ - |
| Smart Meter Program Phase III | | | | | | \$ - |
| | | | | | | |
| <i>Major Capital Equipment Replacement Costs</i> | | | | | | |
| 37,000 GVW Dump Truck (#84)(#85) | | 140,600 | | | | \$ 140,600 |
| 1/2 Ton Pickup Truck (#78) | 36,720 | | | | | \$ 36,720 |
| Administrative Vehicle (#81)(#77)(#76) | 40,850 | | 40,850 | | 40,850 | \$ 122,550 |
| CAB Chassis (#87) | | 30,000 | | | | \$ 30,000 |
| Closed Utility 4WD Truck (#88)(#83) | | | 79,800 | 79,800 | | \$ 159,600 |
| Vactor Machine (#50) | | | | | 250,000 | \$ 250,000 |
| | | | | | | |
| <i>Subtotal</i> | <i>77,570</i> | <i>170,600</i> | <i>120,650</i> | <i>79,800</i> | <i>290,850</i> | <i>739,470</i> |
| TOTAL | \$ 77,570 | \$ 170,600 | \$ 120,650 | \$ 79,800 | \$ 290,850 | \$ 739,470 |
| | | | | | | \$ 739,470 |



2018 Annual Report

Annual Report of the Water Division:

Prepared by Mark Mancuso, Water Division Manager

Significant Information and Statistics:

All water consumed in Belmont is supplied by the Massachusetts Water Resources Authority (MWRA) from reservoirs owned and operated by the Massachusetts Division of Conservation and Recreation (DCR). The Town is under contract with the MWRA and is required to pay for all drinking water supplied to the Town.

Safe Drinking Water Act:

During 2018 the water supplied to the Department of Public Works Water Division by the MWRA was in compliance with all Maximum Contaminant Levels (MCL'S) as established by the Safe Drinking Water Act (SDWA). The SDWA defines water quality parameters which are considered safe for human consumption. The SDWA is administered by the U.S. Environmental Protection Agency (USEPA) and enforced by the Massachusetts Department of Environmental Protection (DEP). Water samples are analyzed on a weekly basis for microbiological contamination and on a periodic basis for organic compounds, heavy metals and pesticides. All tests are performed by the MWRA laboratory or a certified laboratory under contract with the MWRA. Reports are on permanent file both at the MWRA and the Water Division Office. The Division has identified all water service pipes which are either all or partial lead. A program designed to replace these lead pipes was started in 1992 and will continue in 2018. As of December 31, 2018 there is only one partially lead lined water service line in Belmont.

Water Distribution System:

System Composition

| | |
|---------------------|---|
| Types of Pipe: | Ductile Iron, Cast Iron, Galvanized Iron, Copper, Asbestos Cement |
| Size Range: | ¾" to 16" diameter |
| Number of Hydrants: | 817 |
| Number of Services: | 7,745 |
| Types of Services: | Copper, Brass, Cement Lined Iron, High - Density Polyethylene, Galvanized Iron, Wrought Iron, and Cast Iron. Percentage of Services Metered: 100% |
| Total Water Main: | 488,081 Feet (92.44 miles) |



2018 Annual Report

Water Consumption Data:

** Data supplied by the MWRA

Average Water Consumption in Millions of Gallons per Day (MGD) **

| Month | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 |
|-----------|-------|-------|-------|-------|-------|-------|-------|
| January | 2.060 | 1.968 | 1.817 | 1.838 | 1.796 | 1.629 | 1.823 |
| February | 2.007 | 1.944 | 1.857 | 1.906 | 1.726 | 1.520 | 1.667 |
| March | 1.951 | 1.950 | 1.811 | 1.869 | 1.705 | 1.616 | 1.674 |
| April | 2.105 | 1.996 | 1.817 | 1.843 | 1.758 | 1.642 | 1.698 |
| May | 2.228 | 2.355 | 2.013 | 2.497 | 2.183 | 1.902 | 2.061 |
| June | 2.624 | 2.433 | 2.523 | 2.569 | 2.836 | 2.368 | 2.568 |
| July | 2.845 | 2.743 | 2.620 | 2.712 | 3.155 | 2.424 | 2.720 |
| August | 2.535 | 2.710 | 2.579 | 2.864 | 3.177 | 2.596 | 2.552 |
| September | 2.308 | 2.434 | 2.481 | 2.202 | 2.813 | 2.340 | 2.430 |
| October | 1.904 | 2.098 | 2.005 | 2.201 | 2.057 | 2.085 | 1.909 |
| November | 1.878 | 1.781 | 1.851 | 1.879 | 1.734 | 1.753 | 1.726 |
| December | 1.916 | 1.754 | 1.820 | 1.807 | 1.644 | 1.693 | 1.687 |
| Average | 2.197 | 2.183 | 2.101 | 2.232 | 2.217 | 1.967 | 2.045 |

***Average Billed Consumption per person per day. (Includes outdoor use)**

2012 - 84.89 Gallons 2013 - 84.35 Gallons 2014 - 81.19 Gallons

2015 – 83.88 Gallons 2016 – 91.41 Gallons 2017 – 81.10 Gallons

2018 – 84.32 Gallons

*** Estimated Population of 24,254**

Total Consumption from MWRA* 2012 - 804,428,000 Gallons * 2013 – 796,694,000 Gallons * 2014 – 766,785,000 Gallons * 2015 – 814,730,000 Gallons * 2016 – 811,468,000 Gallons * 2017 – 728,784,550 Gallons * 2018 – 746,502,000

Water Main Replacement Program: Scope of Work

Payson Road Water Main Replacement Project – 2018

A total of 7,820 linear feet of six inch, eight inch, and ten inch ductile iron water main will be installed along with 69 six, eight, and twelve inch isolation valves and 20 new fire hydrants and the transfer of 131 water services and abandonment of existing water mains and all appurtenant work within the project limits.

The 2017 Payson Road Water Main Replacement Program began on September 11, 2017. Due to the projects late start only Payson Road (Belmont Street to Oakley Road) and Lawndale Road (Payson Road to Oakley Road) were completed in 2017. The remainder of the project was completed in the 2018 construction season.



2018 Annual Report

The 2018 “Hough” Capital Water Main Replacement Project will consist of the streets listed below. This project will be funded using Capital carryover funds from several previous water main projects.

- Marsh Street
Winter Street to Concord Ave
- Hough Road
Marsh Street to Robinwood Road
- Robinwood Road
Winter Street to Concord Ave
- Woodbine Road
Marsh Street to Address #50
- Clairemont Road
Prospect Street to Rockmont Road
- Clairemont Road
Rockmont Road to Radcliffe Road

Respectfully submitted,

Jay Marcotte, MPA
Director of Public Works

Article 22

Partial List of Roads to Be Reconstructed FY 2020*

| Name | From | To | PCI** |
|--------------|---------------|---------------|-------|
| WILLISTON RD | TRAPELO RD | HORNE RD | 34 |
| ALMA AVE | BARTLETT AVE | BELMONT ST | 38 |
| RIDGE RD | BELMONT ST | WHITE ST | 38 |
| JUNIPER RD | SOMERSET ST | FLETCHER RD | 39 |
| HARRIET AVE | BARTLETT AVE | BELMONT ST | 40 |
| CREELEY RD | SLADE ST | HAMMOND RD | 40 |
| TOWNSEND RD | PAYSON RD (N) | PAYSON RD (S) | 51 |

*Subject to change based on Funding and required Utility Work

**Pavement Condition Index

Submitted by Glenn R. Clancy
617-993-2650

BELMONT PUBLIC SCHOOLS

FY20 Budget (July 1, 2019–June 30, 2020)



BELMONT SCHOOL COMMITTEE

Susan Burgess-Cox, *Chair*
Andrea Prestwich, *Secretary*
Michael Crowley
Catherine Bowen
Tara Donner
Amy Checkoway

SCHOOL ADMINISTRATION

John P. Phelan, *Superintendent of Schools*
Janice Darias, *Assistant Superintendent for Curriculum
and Instruction*
Anthony DiCologero, *Director of Finance,
Business, and Operations*

TO THE CITIZENS OF BELMONT AND TOWN MEETINGS MEMBERS

The School Department is grateful to have benefited from the increase in funding, as a result of the Proposition 2 ½ Override passed by the Town of Belmont in April 2015. This needed increase in funding supported several lines in our budget including: increases in teaching and professional positions (between FY16 and FY19), funds for increasing enrollment, Students Services, Out-of-District Tuitions, and Special Education Transportation.

This increase in funding for FY16 - FY19 put the district in the position to fully realize budget lines that supported teaching and learning, including the purchases of texts, materials and supplies that had been historically frozen and reduced mid-year.

As we use our FY19 budget to inform our FY20 budget planning, the district continued to utilize a zero-based budgeting process with each school and department, which was initiated for the FY17 budget. This process required every department director and school principal to meet with the Central Office administration to justify each salary and non-salary budget line amount for FY20.

The purpose of these meetings, and the budgeting goal of the district, is to allocate our funds toward the priorities of the School Department's Strategic Plan. The Financial Highlights section of this document shows the allocation of funds among major cost centers of the budget, which represent the district's priorities.

In FY19 the district added nine FTEs to support student enrollment and class size. Additionally, during FY19, the community and Town Meeting voted to approve funding for a 7-12 Belmont High School Building Project. The School Department is thankful and appreciative for the opportunity to address the multi-year trend of increasing student enrollment through a meaningful and long-term solution. The district commissioned demographers, McKibben Associates, to update its enrollment projections for the next several years. These projections confirmed the current upward trend will continue and the district will reach a "new normal" of approximately 5,000 students.

The work of the School Department in FY19, FY20 and beyond will focus on the plan for the reconfiguration of grade levels in conjunction with the Belmont High School Building Project. The district is taking a comprehensive view of this work as it pertains to staffing, curriculum and instruction, and operations. In response to this need, the district has drafted the District Configuration Education Plan, which may be viewed on the Belmont Public Schools website via the link listed below.

In conclusion, for FY20 the School Department will utilize its Strategic Plan to guide and prioritize the allocation of its budget dollars. We continue to implement the sound fiscal practices incorporated into the Town's Fiscal Plan including a zero based budgeting process to ensure that every dollar is expended with efficiency and effectiveness; and indexing costs as informed by the inflationary factors identified during the development of the Town's Plan.

School Department funds will be allocated toward the goal of providing our students, staff, families, and community the best educational experience that the Town of Belmont expects and deserves.

For additional information for the FY20 School Department Budget, please use the following link to connect to the full budget and power point presentation on the district's website:

[Belmont Public Schools Budget](#)

[District Configuration Education Plan](#)

Respectfully submitted,

John P. Phelan
Superintendent

Table of Contents

- I Belmont Public Schools Goals and Strategic Plan
- II FY20 Budget Overview
- III FY20 Budget Details

I. BELMONT PUBLIC SCHOOLS GOALS AND STRATEGIC PLAN

GOALS

With a commitment to teaching and learning, the Belmont Public Schools strive to nurture the intellectual, social, and personal development of each student and to create a dynamic community of lifelong learners who contribute to the common good and are of service to others.

To support this mission, the Belmont Public Schools has identified the following three goals:

1. To prepare all students for college, career, and life-long learning through a balanced and healthy school experience, and through continuity of curriculum and compliance with Commonwealth and community standards, through support for educators to experiment and innovate, and clear articulation of our instructional models.
2. To support continuous improvement and overall programmatic and fiscal stability by engaging administrators, teachers, and other stakeholders in generally accepted practices of long-term strategic planning.
3. To ensure that students receive instruction from consistently highly qualified educators who pursue continuous improvement of their art by hiring well-prepared and diverse professionals; sustaining continuous professional development by means of clear and coherent plans; and implementing a successful educator evaluation system in line with new Commonwealth standards.

STRATEGIC PLAN

The Belmont Public Schools has developed the following strategic plan that is utilized in accomplishing the district's goals. This plan serves as a guide in developing the FY20 Budget.

MISSION STATEMENT: 2012 – 2019

With a commitment to teaching and learning, the Belmont Public Schools strive to nurture the knowledge, skills, and emotional development of each student in order to create a community of engaged learners who contribute to the common good and are of service to others.

CORE BELIEFS

We believe that

- All students are capable of learning at high levels.
- Everyone deserves to learn in a safe and supported learning environment in which all members of the school community demonstrate respect for each other.
- Successful students and educators need 21st century skills, including the ability to solve problems, communicate effectively, collaborate, and think critically.
- A sense of community is essential for the development of every learner.
- Education for the whole child requires development of the child's academic, social, physical, and emotional well-being.
- Education is best achieved when students, teachers, and parents work together.

- Students will work and live in a world very different from the one in which they, their teachers, and their parents grew up.
- Student success is measured in a variety of ways.
- Public education is the primary means society has for safeguarding democracy and achieving social justice.

VISION STATEMENT

The Belmont Public Schools provide an innovative environment where all adults and children develop and apply the curiosity, skills, and habits of life-long learners. Our success is built on a partnership of educators, families, and community members that is committed to providing the means for Belmont's children to create happy and successful lives.

All students in the Belmont Public Schools will

- Learn: Develop the confidence and resilience that result from exceptional effort;
- Think: Authentically engage in a rigorous curriculum;
- Create: Apply their learning to address important challenges;
- Serve: Make a positive difference in the lives of other people.

MOTTO: 2012 - 2019

Learn * Think * Create * Serve

| | Strategic Goals | Key Initiatives for 2018-2019 |
|----|--|---|
| A. | <p><i>To prepare all students for college, career, and life-long learning through</i></p> <ul style="list-style-type: none"> • a balanced and healthy school experience, • continuity of curricula aligned with Commonwealth and community standards, • support for educators to experiment and innovate, and • clear articulation of instructional models. | <p><u>Focus Areas:</u></p> <p>A1. Implement short term plans and develop long term vision to address student achievement gaps.</p> <p>A2. Continue district-wide implementation of Social Emotional Learning framework.</p> <p><u>Ongoing Operational Work:</u></p> <p>A3. Align Belmont curriculum to new state frameworks for science.</p> <p>A4. Improve the use of common assessment data at middle and high schools.</p> <p>A5. Continue district-wide implementation of state model for English language learners.</p> |
| B. | <p><i>To support continuous improvement and overall programmatic and fiscal stability by</i></p> <ul style="list-style-type: none"> • engaging administrators, teachers, students, and community stakeholders in generally accepted practices of long-term strategic planning. | <p><u>Focus Areas:</u></p> <p>B1. Collaborate with the Massachusetts School Building Authority, the BHS Building Committee, Building Team (Architect & Owner's Project Manager), and BPS and Belmont community members to address short and long term enrollment and space needs through the Building Project (gr. 7-12, 8-12, or 9-12) and the installation of modular classrooms at the Burbank School. This work includes developing a district vision for the future of teaching and learning for the next Strategic Plan (2018-2023).</p> <p><u>Ongoing Operational Work:</u></p> <p>B2. Continue to implement short plans to address increasing</p> |

| | | |
|----|---|--|
| | | <p>enrollment including space, staff, and resources.</p> <p>B3. Define current special education programs and service-delivery models and develop plans to improve in-district capacity to meet a variety of special education needs.</p> <p>B4. Develop, communicate, quantify, and incorporate into the budget an annual plan for preventative maintenance of school facilities.</p> <p>B5. Continue to develop a fiscal management plan for texts, materials, supplies, furniture, technology, and substitutes.</p> <p>B6. Establish consistent safety protocols, provide training, and practice them in all schools.</p> <p>B7. Implement the Technology Plan for technology infrastructure and integration in support of teaching and learning.</p> <p>B8. Review and respond to NEASC findings at BHS.</p> |
| C. | <p><i>To ensure that students receive instruction from consistently highly qualified educators who pursue continuous improvement of their art by</i></p> <ul style="list-style-type: none"> • hiring well-prepared and diverse professionals, • sustaining continuous professional development by means of clear and coherent plans, and • implementing a successful educator evaluation system in line with new Commonwealth standards. | <p><u>Ongoing Operational Work:</u></p> <p>C1. Continue to expand professional personnel recruitment to increase the diversity of the applicant pool.</p> <p>C2. Develop a sustainable substitute system.</p> |

II. FY20 BUDGET OVERVIEW

The School Department participated in the Financial Task Force Committee (FTF) in an attempt to find ways to take a long view of our fiscal stability. The FTF reviewed the last five years of spending and budgeting for the Town (and schools) and began the process of projecting the Town's expenditures and revenue over the next three to five years. This process was very helpful to the schools as it was the mechanism for putting together a Three Year Fiscal Plan (FY16-FY18). As was the case in FY19, the FY20 Budget has been developed utilizing the same fiscally sound principles as the previous Three Year Fiscal Plan, and the FY20 budget includes 3.60 additional FTEs to support growing enrollment and student needs. The FY20 Budget Overview section includes information regarding the following:

- School Department Initiatives
- Budget Objectives
- Technical Budget Assumptions
- Primary Cost Drivers
- Unknown Variables
- Historical Enrollment Trend (**Chart #1**)
- Projected Future Enrollment Trend, District Enrollment Projection Summary (**Chart #2.1 & 2.2**)
- English Language Learner Enrollment (**Chart # 3.1 & 3.2**)
- Out of District Placement Trend (**Chart #4**)
- Per Pupil Spending Comparison (**Chart #5**)
- Financial Highlights

FY19 SCHOOL DEPARTMENT INITIATIVES, GUIDED BY BELMONT PUBLIC SCHOOLS STRATEGIC PLAN

- To support the Strategic Plan of the Belmont Public Schools.
- To continue the district-wide professional development for staff on Social Emotional Learning, to support the outcomes of the Achievement Gap Task Force. (A1, A2)
- Continuation of the Three Year Budget Plan of the Financial Task Force Committee's work in budgeting to address class size issues, to engage students in educationally beneficial programming. (B)
- Continued review of class sizes and control of elementary assignments with planning for projected enrollment increases. (B2)
- To increase teaching and learning spaces throughout the district by implementing the recommendations of the Space Task Force. (B1, B2)
- Continue to monitor and analyze the deployment of Student Services funding in the FY20 budget to address mandated costs; simultaneously review and improve the budget tracking systems in these areas. (B3)
- Expansion of classroom technology instructional models (1:1 for all students in grades 9, 10, 11, and 12 at BHS). (B7)
- Professional development focus areas pre-K-12: Curriculum and assessment development and review; Technology tools and applications to improve instruction; Teaching English Language Learners; Development of critical thinking skills; Social emotional learning to improve the district's capacity to engage and support all learners. (A2, A5, B3)
- Development of a prioritized multi-year plan for textbook (and ebook) adoption in all curriculum areas. (B5)

FY19 BUDGET OBJECTIVES

- Align FY20 budget to the priorities of the district strategic plan.
- Maintain rigorous and high quality of instruction and student engagement for all students.
- Maintain the staffing levels commensurate to the increase in enrollment needed to maintain the existing quality of educational services to our students.
- Maintain the well-rounded education comprised of rigorous academics, strong performing arts, and high participation in athletics, extra-curricular experiences, and community service.
- Meet existing contractual commitments.
- Maintain and support the continuous improvement of our staff through professional development.
- To the extent possible, address increasing class sizes and program offerings.
- Maintain existing facilities and avoid deferred maintenance.
- Maintain competitive compensation to attract and retain high quality teachers and administrators.
- Meet the space challenges presented by continued increased enrollment.
- Continue the transition of grade reconfigurations in conjunction with the 7-12 High School Building Project, including: staffing, curriculum and instruction, and operations.

TECHNICAL BUDGET ASSUMPTIONS

- School General Fund Budget for FY20 is \$60,649,451.
- Roll forward all existing positions; and add 3.6 FTEs as provided to address continued increasing enrollment.
- Health insurance premiums are budgeted to increase by 8% over FY19 rates (Town-wide).
- Special Education:
 - Special Education out-of-district tuition General Fund budget is a 3% increase over the FY19 General Fund Budget; with additional costs to be charged to State Circuit Breaker funds allocated to the district in FY19. This is a one-time adjustment based on favorable State Circuit Breaker allocations in FY18 and FY19.
 - Special Education transportation is budgeted at the Town Financial Task Force index factor of 7% over the FY19 Budget.
 - Special Education contract services are budgeted at a decrease of approximately \$43,000 below the FY19 Budget, based on a review of the historical cost trend. This is a one-time adjustment which will be reviewed during the development of the FY21 Budget.
- Federal grants budgeted in FY20 as level funded from FY19 plus contractual increases for staff allocated to grants.
- User fees will remain the same for FY20.
- State Circuit Breaker allocations will continue to be used strategically, in accordance with the School Department's multi-year plan.
- Full Day Kindergarten revolving funds will continue to offset a portion of Kindergarten teacher and aide salaries.
- School Building Rental revolving funds will continue to be utilized to support the maintenance and repairs of school facilities.

PRIMARY COST DRIVERS

- Strategic Plan Based Cost Drivers
 - Student enrollment has increased by approximately 100 students each year for the past five years.
 - Increased enrollment is expected to continue through the next several years.
 - Consistently increasing enrollment for multiple years has resulted in the need for:
 - Addition of professional and support staff.
 - Increase in supports for services for mandated costs (Special Education and English Language Learners).
 - Maintain level of purchases texts/materials/supplies, technology, equipment, furniture.
- External Cost Drivers
 - Health insurance premiums increasing by 8% for FY20.
 - Special Education

- The Town Financial Task Force Model identified the need to index Special Education tuition, transportation and contract services at a rate of 7% annually.
- For FY20, Special Education out-of-district tuitions are budgeted at an increase of 3% over the FY19 Budget. An additional 4% of out-of-district costs will be charged to State Circuit Breaker carry over funds allocated to the district in FY19.
- This is a one-time additional offset which is made possible by favorable State Circuit Breaker allocations in FY18 and FY19.
- For Special Education contracted services, based on a review of the historical expense trend, the district is budgeting a net decrease from FY19 to FY20 of approximately \$43,000.
- This is also a one-time adjustment which will need to be reviewed when developing the FY21 Budget.
- Special Education transportation costs will be budgeted at the Task Force index factor of a 7% increase over the FY19 Budget.

UNKNOWN VARIABLES

- Further increases in student enrollment, and the cost of the corresponding additional student supports needed, especially in the areas of ELL, Special Education and space needs.
- Increases or decreases in State and Federal Grants (METCO, Circuit Breaker Reimbursement, IDEA, Title I, Title IIA, etc.) have not been finalized for FY20.

HISTORICAL ENROLLMENT TREND

Chart #1

| | Oct. 1, 2011 | Oct. 1, 2012 | Oct. 1, 2013 | Oct. 1, 2014 | Oct. 1, 2015 | Oct. 1 2016 | Oct. 1 2017 | Oct. 1 2018 | Oct. 1, 2019 |
|------------------------|-----------------|-----------------|-----------------|-----------------|-------------------------|----------------|----------------|----------------|-----------------|
| BPS K-12 Enrollment | 3900 | 3994 | 4136 | 4222 | 4303 | 4408 | 4531 | 4568 | **4663 |
| | | 94 | 142 | 86 | 81 | 105 | 123 | 37 | |
| | | | | | Increase, 2011 to 2018: | | | 668 | |
| | | | | | | | | | |

The average six year increase is 95 students per year which gives the current projection of 4,663 by October 2019. This projection includes the impact of new housing (present and future), the Belmont Royal Apartments (still coming on line) and the Cushing Village apartments.

BPS enrollment of all students (including PreK and OOD) = 4,728

PROJECTED FUTURE ENROLLMENT TREND

Chart #2.1

| <u>Year</u> | ELEMENTARY | MIDDLE | HIGH | TOTAL |
|-----------------------------------|-------------------|---------------|-------------|--------------|
| <u>2016/17</u> | 1847 | 1359 | 1264 | 4470 |
| <u>2017/18</u> | 1812 | 1421 | 1298 | 4531 |
| <u>2018/19</u> | 1826 | 1432 | 1310 | 4568 |
| <u>2019/20</u> | 1845 | 1559 | 1364 | 4768 |
| <u>2020/21</u> | 1850 | 1579 | 1403 | 4832 |
| <u>2021/22</u> | 1813 | 1621 | 1462 | 4896 |
| <u>2022/23</u> | 1821 | 1581 | 1534 | 4936 |
| <u>2023/24</u> | 1827 | 1542 | 1605 | 4974 |
| <u>2024/25</u> | 1831 | 1540 | 1624 | 4995 |
| <u>2025/26</u> | 1833 | 1502 | 1667 | 5002 |
| <u>2026/27</u> | 1828 | 1509 | 1626 | 4963 |
| <u>2027/28</u> | 1823 | 1514 | 1586 | 4923 |
| <u>2028/29</u> | 1806 | 1520 | 1575 | 4901 |
| <u>2029/30</u> | 1789 | 1521 | 1533 | 4843 |
| <u>2030/31</u> | 1768 | 1520 | 1542 | 4830 |
| <u>2031/32</u> | 1751 | 1514 | 1553 | 4818 |
| <u>2032/33</u> | 1742 | 1504 | 1563 | 4809 |
| | | | | |
| <u>PEAK</u> | 1850 | 1621 | 1667 | 5002 |
| | | | | |
| <u>2018/19 VS PEAK</u> | 24 | 189 | 357 | 434 |
| | | | | |
| <u>2018/19 VS. 2027/28</u> | -3 | 82 | 276 | 355 |

DISTRICT ENROLLMENT PROJECTION SUMMARY

Chart #2.2

| | 2018/19 Totals (Oct. 1, 2018) | 2018/19 Avg/Grade | Peak Year | Peak Totals | Peak Avg/Grade | 2027/28 Totals | 2027/28 Avg/Grade | Total Change 2018/19 vs 2027/28 | Avg/Grade Change 2018/19 vs 2027/28 |
|-------------------|--|------------------------------|------------------|--------------------|---------------------------|---------------------------|------------------------------|--|--|
| Elementary | 1826 | 365 | 2020/21 | 1850 | 370 | 1823 | 365 | -3 | 0 |
| Middle | 1432 | 358 | 2021/22 | 1621 | 405 | 1514 | 379 | 82 | 21 |
| High | 1310 | 328 | 2025/26 | 1667 | 417 | 1586 | 397 | 276 | 69 |
| | | | | | | | | | |
| | 4568 | 351 | | | | 4923 | 379 | 355 | |

* The number of grades per school level shown above reflects the current building configurations throughout the district. For consistency, all projections were made using the same configurations through year 2033.

Data Source: McKibben Associates, March, 2018

ENGLISH LANGUAGE LEARNER POPULATION INCREASE K-12
OCTOBER 1, 2010 TO OCTOBER 1, 2018
Chart # 3.1

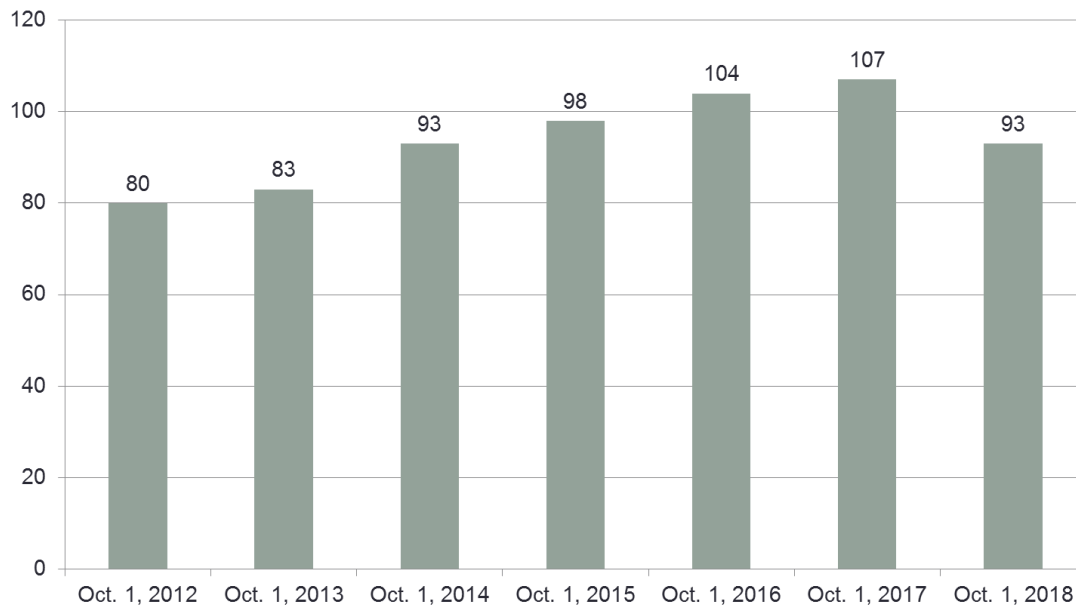
| Date | Total EL Population | Change from Previous Year | % Change |
|--------------|----------------------------|----------------------------------|-----------------|
| Oct. 1, 2010 | 118 | | |
| Oct. 1, 2011 | 114 | -4 | -3% |
| Oct. 1, 2012 | 117 | 3 | 3% |
| Oct. 1, 2013 | 180 | 63 | 54% |
| Oct. 1, 2014 | 233 | 53 | 29% |
| Oct. 1, 2015 | 261 | 28 | 12% |
| Oct. 1, 2016 | 281 | 20 | 8% |
| Oct. 1, 2017 | 340 | 59 | 21% |
| Oct. 1, 2018 | 369 | 29 | 9% |

ENGLISH LANGUAGE LEARNER POPULATION
AS A PERCENT OF TOTAL ENROLLMENT K-12
OCTOBER 1, 2010 TO OCTOBER 1, 2018
Chart # 3.2

| Date | Total Enrollment | Total EL Population | % of Total |
|--------------|-------------------------|----------------------------|-------------------|
| Oct. 1, 2010 | 3877 | 118 | 3.0% |
| Oct. 1, 2011 | 3900 | 114 | 2.9% |
| Oct. 1, 2012 | 3994 | 117 | 2.9% |
| Oct. 1, 2013 | 4136 | 180 | 4.4% |
| Oct. 1, 2014 | 4222 | 233 | 5.5% |
| Oct. 1, 2015 | 4303 | 261 | 6.1% |
| Oct. 1, 2016 | 4408 | 281 | 6.4% |
| Oct. 1, 2017 | 4531 | 340 | 7.5% |
| Oct. 1, 2018 | 4568 | 369 | 8.1% |

OUT OF DISTRICT (OOD) OCTOBER 2012 THROUGH OCTOBER, 2018

Chart #4



Financial Impact:

- The average cost per OOD pupil is approximately \$65,000 per student inclusive of transportation
- The average range of the cost per OOD pupil is from \$50,000 - \$150,000 per student, inclusive of transportation

PER PUPIL SPENDING COMPARISON

- The district conducted a review of average per pupil expenditures (PPE) reported by the Department of Elementary and Secondary Education (DESE) from FY11-FY18 (the most recent year available)
- Belmont PPE was compared to cohort districts, selected on the basis of:
 - Comparable districts
 - Neighboring communities
- Cohort districts included are:

| | | | |
|------------------|------------------|-----------|-------------|
| Acton-Boxborough | Concord | Newton | Wellesley |
| Arlington | Concord Carlisle | Sharon | Westborough |
| Bedford | Dover | Sherborn | Westford |
| BELMONT | Dover-Sherborn | Sudbury | Weston |
| Brookline | Lexington | Waltham | Westwood |
| Burlington | Marblehead | Watertown | Winchester |
| Cambridge | Milton | Wayland | |

Findings

- Belmont has consistently spent less on a per pupil basis than the state average, and the average of cohort districts
- Belmont ranks 24th, 25th or 26th in per pupil spending among 27 cohort districts from FY11-FY18

PER PUPIL EXPENDITURES (PPE) - BELMONT COMPARED TO STATE AVERAGE AND TO COHORT DISTRICTS

Chart # 5

| DISTRICT | FY11 \$ | FY12 \$ | FY13 \$ | FY14 \$ | FY15 \$ | FY16 \$ | FY17 \$ | FY18 \$ |
|------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| State Average | 13,354 | 13,637 | 14,022 | 14,521 | 14,942 | 15,511 | 15,956 | 16,465 |
| BELMONT | 11,969 | 12,259 | 12,659 | 12,799 | 13,029 | 13,349 | 13,656 | 14,246 |
| State Ave vs BELMONT | 1,385 | 1,378 | 1,363 | 1,722 | 1,914 | 2,162 | 2,300 | 2,219 |
| % Below State Average | 11.6% | 11.2% | 10.8% | 13.5% | 14.7% | 16.2% | 16.8% | 15.6% |
| Average of Cohort | 15,566 | 15,829 | 16,335 | 16,767 | 17,507 | 18,007 | 18,525 | 19,165 |
| BELMONT | 11,969 | 12,259 | 12,659 | 12,799 | 13,029 | 13,349 | 13,656 | 14,246 |
| Cohort Ave vs BELMONT | 3,597 | 3,570 | 3,676 | 3,968 | 4,478 | 4,658 | 4,869 | 4,919 |
| % Below Cohort Average | 30.1% | 29.1% | 29.0% | 31.0% | 34.4% | 34.9% | 35.7% | 34.5% |

FY19 BUDGET FINANCIAL HIGHLIGHTS

The FY20 School Department General Fund Budget of \$60,649,451 includes:

| | FY19 BUDGET | FY20 BUDGET | \$ CHANGE | % CHANGE |
|---|------------------------|------------------------|----------------------|---------------------|
| ROLL-FORWARD AMOUNTS | 56,985,592 | 58,983,007 | 1,997,415 | 3.50% |
| <ul style="list-style-type: none"> Existing staff and contractual increases | | | | |
| STRATEGIC PLAN COST DRIVERS | | 880,524 | 880,524 | 1.55% |
| <ul style="list-style-type: none"> 3.60 Positions, plus corresponding health insurance Charging a greater portion of extracurricular costs & stipends to the general fund instead of increasing student fees Texts, materials, supplies – Increase due to enrollment Relocation costs during BHS construction | | | | |
| EXTERNAL COST DRIVERS | | 785,919 | 785,919 | 1.38% |
| <ul style="list-style-type: none"> Increases in SPED tuitions, transportation, contract services Health insurance: 8% FY19 increase Town-wide | | | | |
| TOTAL FY20 BUDGET (GEN FUND) | 56,985,592 | 60,649,451 | 3,663,859 | 6.43% |

▪ Strategic Plan Cost Drivers

- **Positions added due to increased enrollment – 3.60 FTEs**
 - 1.40 Elementary Guidance Counselors
 - 0.40 Middle School Foreign Language Teacher
 - 0.40 High School Teachers
 - 0.40 High School Assistant Principal
 - 1.00 District-Wide English Language Learner Program Director
- Charging a greater portion of existing stipends to the general fund instead of fees
- Texts, materials, supplies - Increase due to enrollment
- Relocation for Athletics during BHS Construction
- Adding another school bus (for a new total of 9)

▪ External Cost Drivers

- Health insurance rate increase for all Town Departments - 8%
- Special Education Tuitions – 3%, based on CB balance, as a one-time adjustment to the 7% Town Financial Task Force model
- Special Education Transportation – 7% using Town Financial Task Force model
- Special Education Contract Services – Reduction from FY19, based on expense trend analysis, as a one-time adjustment to the 7% Town Financial Task Force model

III. FY20 BUDGET DETAILS

The following charts and data are included to provide clarity and transparency in the School Department's budget request in showing amounts budgeted by program and category of expenditures; as well as amounts budgeted from general funds, state and federal grants, and revolving accounts. The FY20 Budget Details section includes:

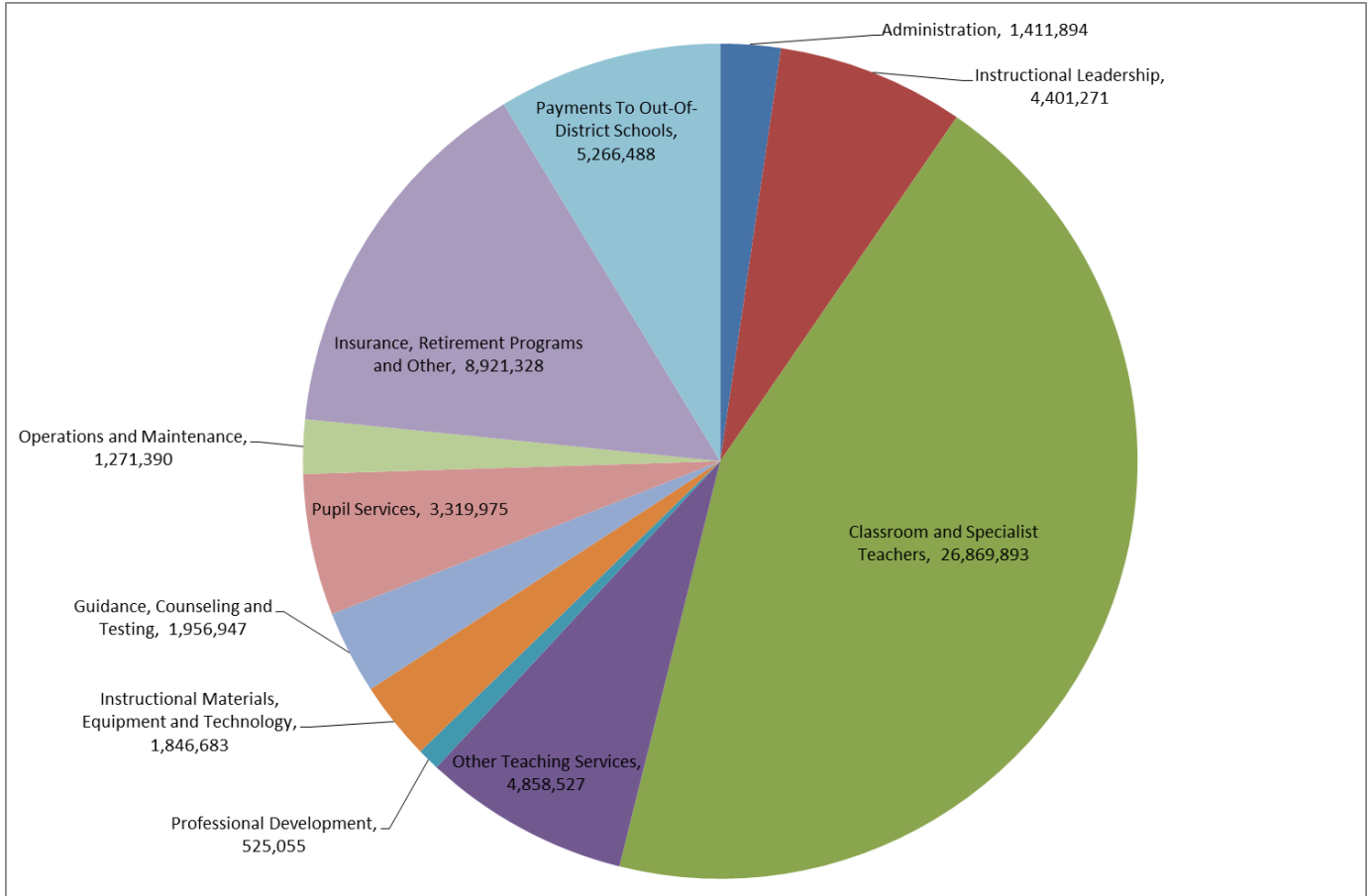
- FY20 Budget: Distribution of Proposed General Fund Allocations by DESE Functions Pie Chart **(Chart #6)**
- FY20 Budget: Distribution of Proposed General Fund Allocations by DESE Functions Table **(Chart #7)**
- FY20 Budget Overview: General Fund Only **(Chart #8)**
- FY20 Budget Overview: All Funding Sources **(Chart #9)**
- Proposed FY20 School Budget (All Funding Sources) **(Chart #10)**
- Summary of FY20 Proposed Budget by Program (General Fund) **(Chart #11)**
- Summary of FY20 Proposed budget by Grant and Revolving Account **(Chart #12)**
- Out-Of-District Tuition Expenditures by Funding Source Table: FY13-FY20 **(Chart #13)**
- Out-Of-District Tuition Expenditures by Funding Source Bar Chart: FY13-FY20 **(Chart #14)**
- Current Belmont Public Schools Enrollment **(Chart #15)**
- Enrollment by Race/Ethnicity and Selected Populations **(Chart #16)**
- FY20 Capital Budget Request

As stated previously, the entire School Department budget is posted to the Belmont Public Schools website at [Belmont Public Schools Budget](#).

DISTRIBUTION OF PROPOSED GENERAL FUND ALLOCATIONS

FY20 School General Fund Budget by Department of Elementary and Secondary Education
(DESE) Function Category

Chart #6



DISTRIBUTION OF PROPOSED GENERAL FUND ALLOCATIONS

FY20 School General Fund Budget by DESE Function Category

Chart #7

| | Function (DESE Categories) | FTE | \$ | % of Total |
|----|---|---------------|-------------------|---------------|
| 1 | Administration | 9.61 | 1,411,894 | 2.3% |
| 2 | Instructional Leadership | 58.21 | 4,401,271 | 7.3% |
| 3 | Classroom and Specialist Teachers | 298.58 | 26,869,893 | 44.3% |
| 4 | Other Teaching Services | 87.38 | 4,858,527 | 8.0% |
| 5 | Professional Development | 2.00 | 525,055 | 0.9% |
| 6 | Instructional Materials, Equipment and Technology | 0.63 | 1,846,683 | 3.0% |
| 7 | Guidance, Counseling and Testing | 20.85 | 1,956,947 | 3.2% |
| 8 | Pupil Services | 9.85 | 3,319,975 | 5.5% |
| 9 | Operations and Maintenance | 19.30 | 1,271,390 | 2.1% |
| 10 | Insurance, Retirement Programs and Other | - | 8,921,328 | 14.7% |
| 11 | Payments To Out-Of-District Schools | - | 5,266,488 | 8.7% |
| | TOTAL EXPENDITURES | 506.41 | 60,649,451 | 100.0% |

FY20 BUDGET OVERVIEW: GENERAL FUND ONLY

Chart #8

| GENERAL FUND ONLY | FY19 Budget | FY20 Budget | Change (FY20-FY19) | Change (%) |
|--|------------------------|------------------------|-------------------------------|-------------------|
| Salaries & Fringe | 47,344,895 | 50,420,376 | 3,075,481 | 6.5% |
| Instructional Expenditures (supplies, materials, software) | 1,594,282 | 1,728,175 | 133,893 | 8.4% |
| Operations (Central Office, IT, reg. ed. transport, maintenance, utilities) | 775,036 | 1,011,979 | 236,943 | 30.6% |
| SPED (tuition, transport, expenses) | 7,271,379 | 7,488,921 | 217,542 | 3.0% |
| Total | 56,985,592 | 60,649,451 | 3,663,859 | 6.4% |
| | | | | |
| Total Salary & Fringe | 47,344,895 | 50,420,376 | 3,075,481 | 6.5% |
| Total Non-Salary | 9,640,697 | 10,229,075 | 588,378 | 6.1% |
| Grand Total | 56,985,592 | 60,649,451 | 3,663,859 | 6.4% |

FY20 BUDGET OVERVIEW: ALL FUNDING SOURCES

Chart #9

| ALL FUNDS: incl. General Fund, Grants, Rev. Accts. | FY19 Budget | FY20 Budget | Change (FY20-FY19) | Change (%) |
|--|------------------------|------------------------|-------------------------------|-------------------|
| Salaries & Fringe | 50,097,672 | 53,007,252 | 2,909,580 | 5.8% |
| Instructional Expenditures (supplies, materials, software) | 1,742,821 | 1,862,161 | 119,340 | 6.8% |
| Operations (Central Office, IT, reg. ed. transport, maintenance, utilities) | 2,488,422 | 2,955,860 | 467,438 | 18.8% |
| SPED (tuition, transport, expenses) | 10,304,125 | 11,163,955 | 859,830 | 8.3% |
| Total | 64,633,040 | 68,989,228 | 4,356,188 | 6.7% |
| | | | | |
| Total Salary & Fringe | 50,097,672 | 53,007,252 | 2,909,580 | 5.8% |
| Total Non-Salary | 14,535,368 | 15,981,976 | 1,446,608 | 10.0% |
| Grand Total | 64,633,040 | 68,989,228 | 4,356,188 | 6.7% |

PROPOSED FY20 SCHOOL BUDGET (ALL FUNDING SOURCES)

Chart #10

| | FY19 BUDGET | FY20 BUDGET | CHANGE FY20-FY19 | |
|----------------------|--------------------|--------------------|-------------------------|------|
| GENERAL FUND | 56,985,592 | 60,649,451 | 3,663,859 | 6.4% |
| GRANTS and REVOLVING | 7,647,448 | 8,339,777 | 692,329 | 9.1% |
| TOTAL | 64,633,040 | 68,989,228 | 4,356,188 | 6.7% |

SUMMARY OF FY20 PROPOSED BUDGET BY PROGRAM (General Fund)

Chart #11

| | BUDGET FY19 FTE | BUDGET FY19 \$ | BUDGET FY20 FTE | BUDGET FY20 \$ | CHANGE: FY19 VS FY20 | | |
|---|-----------------------|----------------------|-----------------------|----------------------|----------------------|------------------|---------------|
| | | | | | FTE | \$ | %(\$) |
| REGULAR INSTRUCTION | | | | | | | |
| 1 English, Grades 5-12 | 26.80 | 2,418,161 | 26.80 | 2,466,692 | - | 48,531 | 2.01% |
| 2 Reading, Grades K-8 | 8.97 | 862,713 | 9.10 | 908,788 | 0.13 | 46,075 | 5.34% |
| 3A-D Elementary, grades 1-4 | 70.04 | 5,631,744 | 71.65 | 5,894,454 | 1.61 | 262,710 | 4.66% |
| 4 Fine Arts Supervisory | 1.30 | 130,978 | 1.30 | 134,750 | - | 3,772 | 2.88% |
| 5 Art, Grades 1-12 | 11.50 | 1,165,855 | 11.50 | 1,148,358 | - | (17,497) | -1.50% |
| 6 Music, Grades K-12 | 10.57 | 971,513 | 10.91 | 1,059,672 | 0.34 | 88,159 | 9.07% |
| 7 Theater Arts, Grades 7-12 | 1.00 | 101,900 | 1.00 | 117,253 | - | 15,353 | 15.07% |
| 8 Kindergarten | 9.20 | 758,729 | 9.10 | 782,339 | (0.10) | 23,610 | 3.11% |
| 9 Mathematics, Grades 5-12 | 27.29 | 2,291,410 | 27.90 | 2,489,235 | 0.61 | 197,825 | 8.63% |
| 10 Physical Education, Grades K-12 | 9.55 | 829,237 | 9.53 | 862,148 | (0.02) | 32,911 | 3.97% |
| 11 Science, Grades 5-12 | 25.90 | 2,424,036 | 26.50 | 2,604,575 | 0.60 | 180,539 | 7.45% |
| 12 Health Education, Grades 6-12 | 3.70 | 285,862 | 4.42 | 373,454 | 0.72 | 87,592 | 30.64% |
| 13 Technology Education, Grades 6-12 | 3.00 | 212,423 | 3.00 | 230,738 | - | 18,315 | 8.62% |
| 14 Social Studies, Grades 5-12 | 28.00 | 2,519,454 | 27.60 | 2,634,716 | (0.40) | 115,262 | 4.57% |
| 15 Foreign Languages, Grades 5-12 | 18.70 | 1,681,721 | 19.00 | 1,812,171 | 0.30 | 130,450 | 7.76% |
| SUBTOTAL | 255.52 | 22,285,736 | 259.31 | 23,519,343 | 3.79 | 1,233,607 | 5.54% |
| SPECIAL INSTRUCTION | | | | | | | |
| 20 ELL | 11.23 | 856,804 | 12.00 | 983,555 | 0.77 | 126,751 | 14.79% |
| 21 Early Childhood Education Pre-Kinder. | 12.57 | 686,762 | 11.80 | 642,953 | (0.77) | (43,809) | -6.38% |
| 22 Special Education, Grades K-12 | 99.50 | 13,567,879 | 106.68 | 14,290,729 | 7.18 | 722,850 | 5.33% |
| SUBTOTAL | 123.30 | 15,111,445 | 130.48 | 15,917,237 | 7.17 | 805,792 | 5.33% |
| STUDENT & INSTRUCTIONAL SERVICES | | | | | | | |
| 30 Athletics & Intramurals, Grades 5-12 | 1.00 | 445,004 | 1.00 | 570,682 | - | 125,678 | 28.24% |
| 31 Student Activities, Grades 5-12 | 0.25 | 75,497 | 0.25 | 166,329 | - | 90,832 | 120.31% |
| 32 Food Service | - | 0 | - | 0 | - | - | #DIV/0! |
| 33 Guidance, Grades K-12 | 13.60 | 1,161,699 | 14.42 | 1,302,562 | 0.82 | 140,863 | 12.13% |
| 34 Psychological Services, Grades Pre-K-12 | 7.23 | 643,415 | 7.43 | 698,483 | 0.20 | 55,068 | 8.56% |
| 35 Health Services, Grades Pre-K - 12 | 9.00 | 814,638 | 8.60 | 783,351 | (0.40) | (31,287) | -3.84% |
| 36 Library | 5.98 | 308,549 | 6.30 | 320,016 | 0.32 | 11,467 | 3.72% |
| 37 Technology & Audio Visual | 10.50 | 1,430,159 | 10.50 | 1,462,805 | - | 32,646 | 2.28% |
| 38 Curriculum Development | 1.00 | 201,246 | 1.00 | 207,309 | - | 6,063 | 3.01% |
| 39 Staff Development | 1.00 | 293,873 | 1.00 | 299,936 | - | 6,063 | 2.06% |
| 40 Substitutes | 2.08 | 772,959 | 3.25 | 930,000 | 1.17 | 157,041 | 20.32% |
| 41 METCO | - | 0 | - | 0 | - | - | #DIV/0! |
| 42 Adult Education | - | 0 | - | 0 | - | - | #DIV/0! |
| 52 Regular-Day Transportation | - | 339,000 | - | 421,440 | - | 82,440 | 24.32% |
| SUBTOTAL | 51.64 | 6,486,039 | 53.75 | 7,162,913 | 2.11 | 676,874 | 10.44% |
| OPERATIONS | | | | | | | |
| 50 Buildings & Grounds | 5.00 | 355,506 | 5.00 | 373,743 | - | 18,237 | 5.13% |
| 51 Custodial Services | 14.30 | 761,486 | 14.30 | 783,107 | - | 21,621 | 2.84% |
| 53 Utilities | - | 0 | - | 0 | - | - | #DIV/0! |
| SUBTOTAL | 19.30 | 1,116,992 | 19.30 | 1,156,850 | - | 39,858 | 3.57% |
| LEADERSHIP & ADMINISTRATION | | | | | | | |
| 60A-F Building Administration | 32.31 | 2,302,285 | 33.96 | 2,437,996 | 1.65 | 135,711 | 5.89% |
| 61 Central Administration | 10.01 | 1,069,458 | 9.61 | 1,114,211 | (0.40) | 44,753 | 4.18% |
| 62 Legal Services | - | 161,950 | - | 186,950 | - | 25,000 | 15.44% |
| 63 School Committee | - | 13,000 | - | 13,000 | - | - | 0.00% |
| SUBTOTAL | 42.32 | 3,546,693 | 43.57 | 3,752,157 | 1.25 | 205,464 | 5.79% |
| CONTRACT ALLOWANCE & FRINGE BENEFITS | | | | | | | |
| 70 Contractual Allowance | - | 213,042 | - | 219,623 | - | 6,581 | 3.09% |
| 71 Fringe Benefits | - | 8,225,645 | - | 8,921,328 | - | 695,683 | 8.46% |
| SUBTOTAL | - | 8,438,687 | - | 9,140,951 | - | 702,264 | 8.32% |
| GRAND TOTAL | 492.09 | 56,985,592 | 506.41 | 60,649,451 | 14.32 | 3,663,859 | 6.43% |

SUMMARY OF FY20 PROPOSED BUDGET BY GRANT AND REVOLVING ACCOUNT

Chart #12

(Note: These are separate from the General Fund budget amount voted by Town Meeting.)

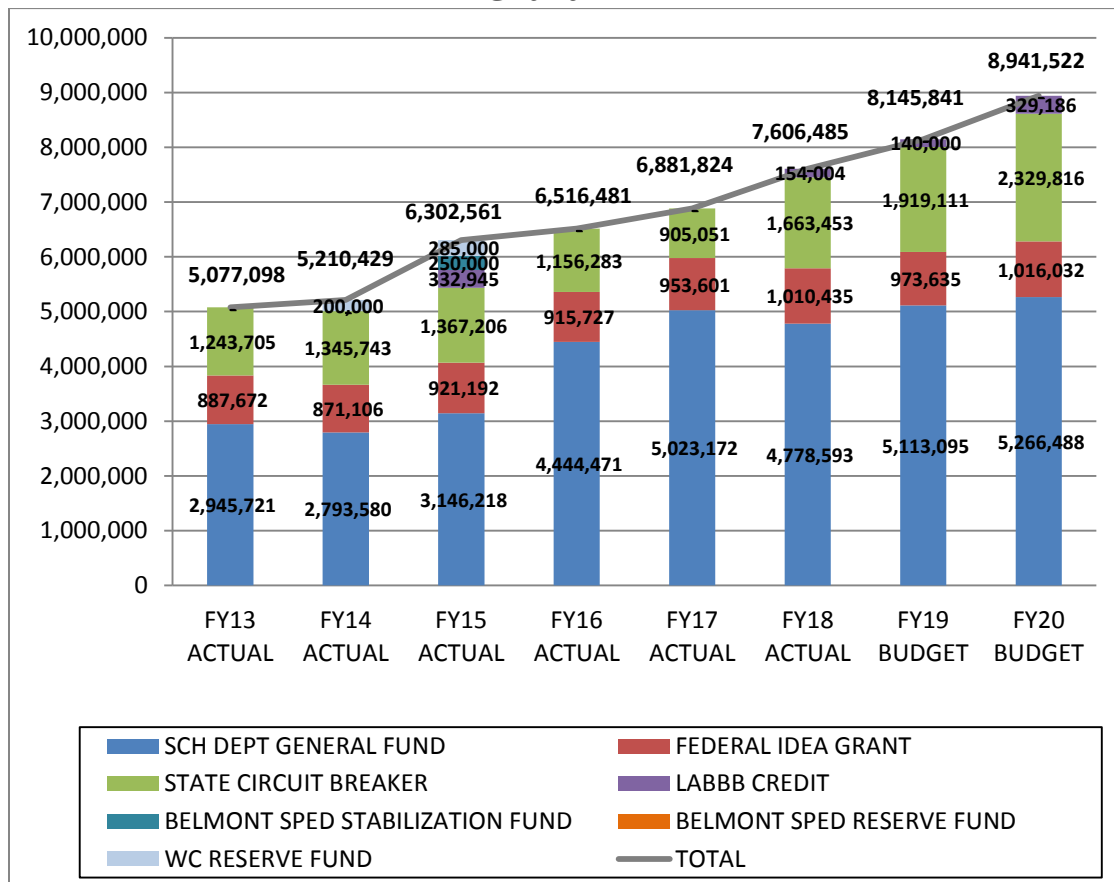
| | Budget FY19 | Budget FY20 | |
|-----------------------------------|------------------|----------------|------------------|
| | \$ | FTE | \$ |
| GRANTS: | | | |
| SPED IDEA | 1,036,135 | - | 1,078,532 |
| SPED PROGRAM IMPROVEMENT | 0 | (stipends) | 0 |
| CIRCUIT BREAKER | 1,919,111 | - | 2,329,816 |
| TITLE IIA - TEACHER QUALITY | 64,581 | 0.60 | 66,385 |
| SPED PRE-K | 20,000 | 0.25 | 25,058 |
| SPED PRE-K Improvement | 0 | - | 0 |
| TITLE I | 128,209 | 1.10 | 122,276 |
| TITLE III | 46,653 | (stipends) | 50,516 |
| TITLE III Immigrant Support | 0 | (stipends) | 0 |
| TITLE III Summer Support | 1,154 | (stipends) | 0 |
| TITLE IV A Safe & Healthy Schools | 3,649 | - | 8,790 |
| ACADEMIC SUPPORT | 0 | (stipends) | 0 |
| METCO | 573,634 | 5.88 | 591,191 |
| FULL DAY KINDERGARTEN GRANT | 0 | - | 0 |
| SUBTOTAL | 3,793,126 | 7.83 | 4,272,564 |
| REVOLVING ACCOUNTS: | | | |
| BHS ATHLETIC REVOLVING | 596,083 | (stipends) | 505,000 |
| CMS FINE ARTS, CLUBS & REVOLVING | 104,280 | (stipends) | 63,624 |
| TUITION - STUDENTS | 97,279 | 1.75 | 173,377 |
| BUSING FEES | 252,000 | - | 265,000 |
| FULL DAY KINDERGARTEN REVOLV | 1,071,804 | 22.52 | 1,061,881 |
| FOOD SERVICE | 975,191 | 20.28 | 1,228,218 |
| BELMONT AGAINST RACISM | 15,000 | - | 12,000 |
| INSTRUMENTAL MUSIC REVOLVING | 147,580 | 1.42 | 120,669 |
| BHS FINE & PERM ARTS REV | 109,927 | (stipends) | 52,046 |
| BHS CLUBS & ACTIVITIES | 19,278 | (stipends) | 500 |
| ADULT ED | 45,000 | (stipends) | 15,564 |
| SATURDAY MORNING MUSIC | 52,000 | (stipends) | 0 |
| SUMMER SCHOOL | 43,000 | (stipends) | 48,191 |
| SCHOOL BUILDING RENTALS | 185,900 | 0.30 | 156,957 |
| SUBTOTAL | 3,714,322 | 46.27 | 3,703,027 |
| OTHER: | | | |
| TOWN TRANSFER-SHARED IT SUPPORT* | 0 | 0.50 | 35,000 |
| LABBB OOD TUITION CREDIT | 140,000 | - | 329,186 |
| SUBTOTAL | 140,000 | 0.50 | 364,186 |
| TOTAL GRANTS AND REVOLVING | 7,647,448 | 54.60 | 8,339,777 |

**OUT-OF-DISTRICT TUITION EXPENDITURES BY FUNDING SOURCE TABLE:
FY13-FY20
Chart #13**

| FUNDING SOURCE | FY13 ACTUAL | FY14 ACTUAL | FY15 ACTUAL | FY16 ACTUAL | FY17 ACTUAL | FY18 ACTUAL | FY19 BUDGET | FY20 BUDGET |
|---------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| SCH DEPT GENERAL FUND | 2,945,721 | 2,793,580 | 3,146,218 | 4,444,471 | 5,023,172 | 4,778,593 | 5,113,095 | 5,266,488 |
| FEDERAL IDEA GRANT | 887,672 | 871,106 | 921,192 | 915,727 | 953,601 | 1,010,435 | 973,635 | 1,016,032 |
| STATE CIRCUIT BREAKER | 1,243,705 | 1,345,743 | 1,367,206 | 1,156,283 | 905,051 | 1,663,453 | 1,919,111 | 2,329,816 |
| LABBB CREDIT | - | - | 332,945 | - | - | 154,004 | 140,000 | 329,186 |
| BELMONT SPED STABILIZATION FUND | - | - | 250,000 | - | - | - | - | - |
| BELMONT SPED RESERVE FUND | - | - | - | - | - | - | - | - |
| WC RESERVE FUND | - | 200,000 | 285,000 | - | - | - | - | - |

| | | | | | | | | |
|--------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| TOTAL | 5,077,098 | 5,210,429 | 6,302,561 | 6,516,481 | 6,881,824 | 7,606,485 | 8,145,841 | 8,941,522 |
|--------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|

**OUT-OF-DISTRICT TUITION EXPENDITURES BY FUNDING SOURCE BAR CHART:
FY13-FY20
Chart #14**



CURRENT BELMONT PUBLIC SCHOOLS ENROLLMENT 5/1/2019

Chart #15

| | Pre | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Subtotals 2019 | Subtotals 2018 | Subtotals 2017 | Subtotals 2016 | Subtotals 2015 |
|--------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Burbank | | 21 | 23 | 21 | 18 | 24 | | | | | | | | | | | | | |
| | | 20 | 24 | 22 | 18 | 24 | | | | | | | | | | | | | |
| | | 21 | 23 | 23 | 18 | 23 | | | | | | | | | | | | | |
| | | 22 | 23 | 20 | 18 | 24 | | | | | | | | | | | | | |
| | | 84 | 93 | 86 | 72 | 95 | | | | | | | | | 430 | 380 | 372 | 346 | 352 |
| Butler | | 22 | 24 | 22 | 24 | 20 | | | | | | | | | | | | | |
| | | 22 | 23 | 23 | 23 | 23 | | | | | | | | | | | | | |
| | | 22 | 23 | 24 | 24 | 22 | | | | | | | | | | | | | |
| | | 0 | 0 | 19 | 0 | 23 | | | | | | | | | | | | | |
| | | 66 | 70 | 88 | 71 | 88 | | | | | | | | | 383 | 391 | 369 | 371 | 340 |
| Wellington | 13 | 22 | 23 | 23 | 23 | 24 | | | | | | | | | | | | | |
| | 11 | 22 | 23 | 24 | 23 | 24 | | | | | | | | | | | | | |
| | 15 | 21 | 23 | 23 | 23 | 23 | | | | | | | | | | | | | |
| | 13 | 19 | 24 | 23 | 23 | 23 | | | | | | | | | | | | | |
| | 11 | 22 | 22 | 24 | 24 | 24 | | | | | | | | | | | | | |
| | 12 | | | | | | | | | | | | | | | | | | |
| | 75 | 106 | 115 | 117 | 116 | 118 | | | | | | | | | 75 | 78 | 74 | 70 | 72 |
| | | | | | | | | | | | | | | | 572 | 569 | 592 | 579 | 557 |
| Winn Brook | | 22 | 23 | 24 | 23 | 24 | | | | | | | | | | | | | |
| | | 22 | 23 | 23 | 24 | 24 | | | | | | | | | | | | | |
| | | 22 | 22 | 24 | 24 | 24 | | | | | | | | | | | | | |
| | | 22 | 23 | 24 | 24 | 24 | | | | | | | | | | | | | |
| | | 88 | 91 | 95 | 95 | 96 | | | | | | | | | 465 | 474 | 474 | 457 | 456 |
| Chenery M.S. | | | | | | | 371 | 366 | 364 | 336 | | | | | 1437 | 1361 | 1361 | 1322 | 1283 |
| Belmont H.S. | | | | | | | | | | | 345 | 335 | 326 | 304 | 1310 | 1262 | 1262 | 1243 | 1231 |
| TOTALS | 75 | 344 | 369 | 386 | 354 | 397 | | | | 1437 | | | | 1310 | | | | | |

| | | | | | | | |
|-----|------------|---------------|------------------|------------------|------------------|------------------|------------------|
| PRE | ELEMENTARY | SECONDARY | DISTRICT 2019 | DISTRICT 2018 | DISTRICT 2017 | DISTRICT 2016 | DISTRICT 2015 |
| 75 | 1850 | 2747 | 4672 | 4515 | 4504 | 4388 | 4291 |
| | | ANNUAL CHANGE | 157 | 11 | 116 | 97 | 75 |

ENROLLMENT BY RACE/ETHNICITY AND SELECTED POPULATIONS (2018-2019)

Chart #16

| Race | % of District | % of State |
|-----------------------------------|---------------|------------|
| African American | 3.4 | 9.2 |
| Asian | 20.1 | 7 |
| Hispanic | 4.2 | 20.8 |
| Native American | 0.1 | 0.2 |
| White | 65.1 | 59 |
| Native Hawaiian, Pacific Islander | 0.1 | 0.1 |
| Multi-Race, Non-Hispanic | 7.1 | 3.8 |
| Title | % of District | % of State |
| First Language not English | 24.3 | 21.9 |
| English Language Learner | 7.8 | 10.5 |
| Students With Disabilities | 10.6 | 18.1 |

FY20 CAPITAL BUDGET REQUEST

Facilities

1. Butler School Boiler
2. Butler School Fire Alarm
3. Burbank School Univent Repairs
4. Burbank School Boiler
5. Winn Brook School Fire Alarm
6. Winn Brook School Boiler
7. Wellington School Water Heat Pumps

TOWN OF BELMONT

*Department of Public Works/Belmont Police Department
Building Committee*

We are so excited to get started!

You are invited to join us for a ceremonial groundbreaking:

Department of Public Works

Tuesday, June 4, 8:00 AM at the DPW yard

Police Department

Tuesday, July 9, 8:00 AM at the Police Station

May 30, 2019

To: Town Meeting Members

From: Patrice Garvin, Town Administrator

Subject: Authorization to Transfer Balance / General Stabilization

I write to inform Town Meeting Members of an adjustment to one of the Article 18 motion: Authorization To Transfer Balances. We received additional funding from School Aid Chapter 70; the excess capacity allowed for less reserves to be used from the General Stabilization Fund Account to balance the operating budget. There has been a downward budget adjustment of **\$217,088** to item (j). The motion below should read as follows:

ARTICLE 18: AUTHORIZATION TO TRANSFER BALANCES

MOVED: That **\$7,097,761** be transferred from the following available funds to meet a portion of the FY2020 operating budget expenses in such sums as listed below:

- a) **\$235,000** from fund balance in Abatement and Exemption Surplus Account
- b) **\$650,000** from Belmont Municipal Light Department to offset the tax rate
- c) **\$2,359,710** from Unreserved Fund Balance (Free Cash)
- d) **\$105,000** from Parking Meters Receipts
- e) **\$519,000** from Water Revenue for indirect costs
- f) **\$519,000** from Sewer Revenue for indirect costs
- g) **\$125,000** from Capital Endowment Fund for various capital expenditures
- h) **\$163,946** from Capital Projects Fund for various capital expenditures
- i) **\$18,000** from Bond Premium Amortization
- j) **\$2,403,105** from General Stabilization

(Two-thirds)

REDLINE

ARTICLE 18:

AUTHORIZATION TO TRANSFER BALANCES

MOVED: That **\$7,097,761 (Adjusted amount)** (~~\$7,344,849~~ **Original amount**) be transferred from the following available funds to meet a portion of the FY2020 operating budget expenses in such sums as listed below:

- a) **\$235,000** from fund balance in Abatement and Exemption Surplus Account
- b) **\$650,000** from Belmont Municipal Light Department to offset the tax rate
- c) **\$2,359,710** from Unreserved Fund Balance (Free Cash)
- d) **\$105,000** from Parking Meters Receipts
- e) **\$519,000** from Water Revenue for indirect costs
- f) **\$519,000** from Sewer Revenue for indirect costs
- g) **\$125,000** from Capital Endowment Fund for various capital expenditures
- h) **\$163,946** from Capital Projects Fund for various capital expenditures
- i) **\$18,000** from Bond Premium Amortization
- j) **\$2,403,105** from General Stabilization **(Adjusted amount)**
- j) ~~\$2,620,193~~ from General Stabilization **(Original amount)**

(Two-thirds)

Reporting: The Board of Selectmen, Warrant Committee, and Capital Budget Committee will report on this article.