

You are invited to attend

# The 2020 'Zoom' Warrant Briefing

Wednesday, June 10, 2020, 7:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/89869234568>

Meeting ID: 898 6923 4568

One tap mobile

+19292056099,,89869234568# US (New York)

Meeting ID: 898 6923 4568

You will have the opportunity to ask  
questions about Warrant Articles

prior to the

June 16<sup>th</sup> Annual Town Meeting

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





**TOWN OF BELMONT**  
455 CONCORD AVENUE  
BELMONT, MASSACHUSETTS 02478

MICHAEL J. WIDMER  
TOWN MODERATOR

mike.j.widmer@gmail.com  
617-489-1822 (home)

June 1, 2020

By Hand

Roy Epstein, Chair  
Belmont Select Board  
455 Concord Avenue  
Belmont, MA 02478

Re: 2020 Annual Town Meeting – Request to Call Meeting to be Held By Remote Participation

Dear Mr. Epstein and Members of the Select Board:

I am hereby requesting, in my capacity as Town Moderator, that the Select Board call for the 2020 Annual Town Meeting to be held through remote participation because of the public health and safety risk presented by holding a physical meeting with 300 people. This letter is intended to conform to the requirements of both the pending House and Senate bills (H. 4752 and S. 2680, respectively) with the expectation that the authorization for representative town meetings contained in both bills in substantially the same form will become law presently.

Such a meeting would be conducted using a combination of technologies, described in more detail below, that will allow Town Meeting Members (TMMs) to see and hear the Moderator and all other participants, be recognized and address the meeting, and to vote securely. This combination of technologies will allow non-TMMs to see and hear the proceedings and, when authorized in advance by the Moderator, to address the meeting in the same manner as is the practice in Belmont. It will allow TMMs to signal the Moderator when they wish to address the pending question and be put in line to speak, as is customary at live Town Meetings, to determine whether a quorum is present, to raise a point of order where appropriate, and determine whether their votes have been properly recorded. The technologies will allow interested members of the public to watch the meeting remotely for purposes of witnessing the meeting and it allows for the meeting to be recorded so that the proceedings can be heard and viewed at a later time. Lastly, our court reporter would be creating the word-by-word transcript as required by Belmont General Bylaw §20-210.

The combination of technology methods I am proposing includes the following:

- TMMs will attend the meeting and vote using “TurningPoint,” a secure online application operated by Turning Technologies, the same company that provides

the electronic voting system acquired by the Town and used at Town Meetings since 2014. Each TMM has been assigned unique login credentials to use the system. TMMs who are logged in through TurningPoint will be deemed present at the meeting and will be able to vote using its features. All votes will be recorded electronically and the vote of each TMM will be displayed on the screen so that each member can verify that his or her vote was correctly recorded, as a roll call vote.

- Active participation in the meeting will be conducted through “Zoom,” a proprietary video conferencing platform (<https://zoom.us/>). The Town currently has a license to conduct a Zoom meeting with up to 500 participants. This number is sufficient to accommodate the 288 TMMs from the Town’s 8 precincts, the at-large members, town officials and staff, with more than sufficient additional capacity for additional speakers if necessary. All approved speakers and TMMs will be issued an invitation allowing them to log in to the meeting from a desktop or laptop computer, tablet or smartphone, or to call into the meeting with any telephone (audio only). For security and clarity of presentation, the screen and the audio will be controlled by Town staff acting under my direction, as is our custom. All speakers will be muted until recognized by the Moderator. TMMs may use the “raise hand” feature of the software to get in line to speak, and will be recognized in order, unless I choose to recognize a town official to answer a question or address a particular point. Any non –TMM who has made arrangements with me in advance of the meeting to speak can be recognized in a similar manner.
- Town officials and staff will participate by logging in to the Zoom meeting in the same manner.
- If a TMM has a point of order, it can be raised by using the “Q&A” feature, which will be monitored by one of my staff assistants so that any such point of order can be brought to my attention promptly. This same feature would allow a TMM who does not have a microphone to contribute to the meeting, as above, with a member of the staff reading the comments and questions submitted through the Q&A feature so that they may be entered into the record.
- The Zoom video and audio feed will be simultaneously broadcast by Belmont Media on local cable stations and by livestreaming on the internet. It will also be simultaneously recorded for future viewing. Any member of the public, whether or not a Belmont resident, will be able to view the proceeding live. TMMs may choose to listen to and view the proceedings in the same manner, but will not be considered present unless also logged in to TurningPoint.

With the assistance and cooperation of the Town Clerk’s office and the Town’s Information Technology Department, I have tested these platforms and am satisfied that they will allow the conduct of a Town Meeting that will function in substantially the same manner as a Town Meeting conducted in a physical location and in accordance with the

operational and functional requirements set forth in the proposed legislation referenced in the first paragraph of this letter, with the expectation that this authorization will be received before the remote Town Meeting takes place. Further testing of these platforms will also occur in addition to multiple training sessions and a warrant briefing which we propose to hold in the same manner prior to Town Meeting. Those training sessions and tests will allow us to ensure that all TMMs have the training and equipment necessary to participate fully, and to determine whether any adjustments are needed to the process to make sure it runs as smoothly as possible.

I hereby confirm that I have conferred with Janet Macdonald, Chair of the Belmont Disabilities Access Commission, and we are working to identify appropriate accessibility features.

I appreciate your consideration of this request. Please contact me if you have any questions.

Sincerely,

*/s/ Michael J. Widmer*

Michael J. Widmer  
Town Moderator

cc: Patrice Garvin, Town Administrator (by email)  
Ellen O'Brien Cushman, Town Clerk (by email)  
George A. Hall, Jr., Town Counsel (by email)



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

[selectboard@belmont-ma.gov](mailto:selectboard@belmont-ma.gov)

PHONE (617) 993-2610

FAX (617) 993-2611

**SELECT BOARD**

ROY EPSTEIN, Chair

THOMAS CAPUTO, Vice Chair

ADAM DASH, Member

**TOWN ADMINISTRATOR**

PATRICE GARVIN

**ASSISTANT TOWN ADMINISTRATOR**

JONATHAN MARSHALL

June 9, 2020

Dear Town Meeting Member:

We look forward to seeing you at the Annual Town Meeting scheduled for 7:00 p.m. on Tuesday, June 16, 2020. It will be a virtual event conducted on Zoom. You will receive separate instructions from the Town Clerk on how to log onto the Zoom session and how to vote electronically in this remote meeting format. Please make sure to follow the instructions you should have received already from the Town Clerk on setting up an account on TurningPoint. You will need TurningPoint in order to vote.

Our goal is to conclude the business of the Annual Town Meeting in one evening. If a second evening is required, the meeting will be continued to 7:00 p.m. on Wednesday, June 17.

Unlike our usual practice, there is no Segment A and Segment B. The articles to be considered on June 16 concern particular revenue appropriations. One or more Special Town Meetings later in the year will be devoted to other issues, both revenue and non-revenue. We have adopted this abbreviated format in light of complications due to Covid-19 in order to have a budget ready for the start of the new fiscal year on July 1.

The warrant articles and other documents you should review in advance of Town Meeting have already been sent to you electronically by the Town Clerk. There are twelve articles at present. In addition, a number of important committee reports in the form of videos will be sent to you soon in advance of Town Meeting. We are doing this to expedite the evening. Please be sure to watch them. If any amendments are filed in advance in the remaining time, they will also be sent to you electronically.

The Warrant and additional information can be found in the Town Meeting section of the Town Clerk's web page at [www.Belmont-ma.gov](http://www.Belmont-ma.gov).

The customary Warrant Discussion Night, co-sponsored by the League of Women Voters and the Warrant Committee, is scheduled for June 10, 2020 at 7:00 pm. This will also be a Zoom meeting. The login information is posted on the calendar on the Town homepage.

We thank you for your continued devotion to our Town's affairs during this difficult time.

Sincerely,

Roy Epstein  
Chair

Thomas Caputo  
Vice Chair

Adam Dash  
Member



## MODERATOR'S MESSAGE ON TOWN MEETING PROCEDURES

Belmont's Town Meetings are conducted in accordance with the Massachusetts General Laws, our Representative Town Meeting statute, the General Bylaws, and traditional customs and practices that we have followed for many years, with guidance provided by the principles and rules of conduct in *Town Meeting Time, a Handbook of Parliamentary law*. Several matters of procedure are summarized below.

- An **article** in the Warrant provides notice to the Town Meeting of a matter to be considered. The article itself is not a specific proposal for action. A **motion** is a proposal for action by the Town Meeting and must be within the scope of the notice provided by an article in the Warrant. An article may not be amended but a motion may be amended by vote of the Town Meeting.
- Formal seconding will not be required on **main motions** under articles in the warrant. Seconding will be required on all other motions.
- All **main motions and proposed amendments** involving the expenditure of money must be in writing. All other motions and proposed amendments must also be in writing unless they are brief and simple as to be easily understood when stated orally.
- All substantive amendments and motions to be offered under an article in the Warrant must be submitted to the Town Clerk in writing not later than the close of business on the third (3<sup>rd</sup>) business day before the commencement of the session at which the Article is considered, in order to provide sufficient time for review by Town Counsel and the Moderator and to be made available for distribution to the Town Meeting Members before the commencement of such session. The Moderator may allow exceptions to the advance filing requirement in case of motions that are easy to understand, but such exceptions are within the exclusive discretion of the Moderator.
- Except for motions involving the expenditure of money or Bylaw amendments, the Moderator will first recognize the maker of the motion, if he or she wishes to speak.
- Before commencing discussion on motions involving the expenditure of money or Bylaw amendments, the Moderator will first call for committee reports as follows:
  - **Expenditure of Money** – Warrant Committee,
  - **Capital Improvements** – Warrant Committee, then Capital Budget Committee,
  - **General Bylaw amendments** – Bylaw Review Committee,
  - **Zoning Bylaw amendments** – Planning Board.
- Town Meeting Members wishing to speak should come to a microphone. When recognized by the Moderator, the Member should state his or her name and precinct number before commencing.
- Registered voters of the Town who are not Town Meeting Members may speak at the Town Meeting, but first must either arrange in advance with the Moderator for recognition or arrange to be introduced by a Town Meeting Member.

- Persons who are not Town Meeting Members may be admitted to the floor by invitation **but may not vote.**
- All discussion must be relevant to a motion before the town meeting. All speakers must address the Moderator; questions may be asked only through the Moderator. Speakers are limited to an initial question and one follow-up question. A Town Meeting Member who wishes to make a motion that is debatable must first make the motion and, after it is seconded, if required, the Moderator will recognize the maker of the motion to speak to it. The Moderator will not recognize a motion made at the conclusion of a speech. This, by definition, includes a motion that would terminate debate, such as a motion for the previous question.
- The Moderator will try to recognize Town Meeting Members in the order in which they come to the microphones. While our General Bylaws do not set a time limit for Town Meeting Members when speaking for the first time, the Moderator has established a limit of five minutes. Unless the Town Meeting consents no person may speak more than twice upon any question, except to correct an error or to make an explanation of a previous statement. No person should seek recognition to speak for a second time until others who have not yet spoken have had an opportunity to be recognized. The five-minute limit also applies to those speaking for a second time.
- Section 30-115(F) of our General Bylaws allows the Moderator to utilize electronic voting at his/her discretion. When not using electronic voting, the Section 30-115 further states that all votes shall be taken in the first instance by a “yes” or “no” voice vote. If the Moderator is in doubt as to the vote, or if any Town Meeting Member doubts the vote, the Moderator will call for an electronic vote. Any Town Meeting Member may also request a roll call vote; the request must be concurred in by 34 or more additional Town Meeting Members; and the request must be made in connection with final action under an article in the Warrant.
- Our Bylaws require that a Town Meeting Member who wishes to speak on an issue in which he or she or a member of his or her family has a direct financial interest, or in which he or she is engaged as an attorney or consultant, must first disclose this interest to the Town Meeting.
- A motion to reconsider a vote adopted at one session of a Town Meeting may not be made at an adjourned session of the same Town Meeting unless the mover has given notice of his or her intention either at the session at which the vote was passed or by written notice delivered to the Town Clerk by 12 o'clock noon on the first business day following the commencement of the session at which the vote sought to be reconsidered was passed. A two-thirds vote is required for reconsideration; no vote may be reconsidered more than once.
- Action on our general budget article will not be considered final so as to require a two-thirds vote for reconsideration, or any other procedures relating to reconsideration, until all action under that Article has been completed.

Any citizen who has questions about Town Meeting procedures is encouraged to email me at [mike.j.widmer@gmail.com](mailto:mike.j.widmer@gmail.com).

*Michael J. Widmer*

Moderator

**INDEX OF WARRANT ARTICLES**

<b>Article #</b>	<b>Title</b>
1	Reports
2	Authorization to Represent the Town's Legal Interests
3	Salaries of Elected Officials
<b>Financial and Budgetary</b>	
4	Enterprise Funds for Water Sewer and Stormwater Services
5	Establish Expenditure Limitation for Revolving Funds
6	Appropriation of Transportation Grant
7	Appropriation of Capital Expenditures
8	Appropriation to Other Post-Employment Benefits (OPEB) Stabilization Fund
9	FY21 Budget Appropriation and Authorization To Transfer Balances to Fund the FY21 Budget
<b>CPA</b>	
10	FY21 Community Preservation Committee Budget & Projects
11	Amend 2018 Appropriation for Belmont Housing Trust
12	Home Rule Petition





**TOWN OF BELMONT  
WARRANT FOR 2020 ANNUAL TOWN MEETING  
JUNE 16, 2020  
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 convene on June 16, 2020 at 6:00 p.m. by means of the audio/video conferencing platform described more particularly below, and to notify and warn the Town Meeting Members to convene by said method and act at said time on the Articles set forth on pages 2 through 8 of this Warrant.

The Town Meeting shall be held remotely by the means requested by the Moderator, as follows:

Interested members of the public may see and hear the proceedings by tuning in to the Belmont Media Center's live broadcast of the proceedings on Belmont cable television (Comcast channel 8, Verizon channel 28) or by live-streaming at [www.belmontmedia.org](http://www.belmontmedia.org).

Town Meeting Members will attend and vote by logging into a web page portal operated by Town's electronic voting vendor with unique credentials that will be issued to each Town Meeting Member before the meeting.

Town Meeting Members and other participants approved by the Moderator who wish to address the meeting will participate in the meeting through the "Zoom" videoconferencing service [<https://zoom.us>]. Login credentials will be provided to all Town Meeting Members. Registered voters who wish to address the meeting may contact the Town Clerk's office for login credentials, 617-993-2601.

For more information, see the Moderator's May 29, 2020 letter to the Select Board appended to this Warrant as Appendix A.

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**ARTICLE 1:**

**REPORTS**

To hear the report of the Select Board 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 Select Board 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.**

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**ARTICLE 2: AUTHORIZATION TO REPRESENT THE TOWN'S LEGAL INTERESTS**

To see if the Town will authorize the Select Board 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 Select Board to represent the Town's legal interests and to settle legal claims.*

Submitted by the Select Board

The Select Board will report on this Article.

**Majority vote required for passage.**

---

**ARTICLE 3: 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.

<b>Elected Officials of the Town</b>	<b>Salary</b>
Town Moderator	\$450
Chair of the Select Board	\$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 FY21. Please note that Town Meeting will establish and appropriate the compensation of other municipal employees under Article 9. The Town Clerk and The Town Treasurer salaries include a zero percent (0%) COLA increase over FY2020.*

Submitted by the Select Board

The Select Board and Warrant Committee will report on this Article.

**Majority vote required for passage.**

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**ARTICLE 4: 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 Select Board

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

**Majority vote required for passage.**

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**ARTICLE 5: ESTABLISH EXPENDITURE LIMITATION FOR REVOLVING FUNDS**

To see if the Town will vote, pursuant to Chapter 44, Section 53E½, of the General Laws, to establish expenditure limitations for FY2021 for the revolving funds authorized in § 50-220 of the Town Bylaws; or in any way act thereon.

*This is a standard article that sets a limit on the amount of fee revenue that can be expended from the various revolving funds listed in § 50-220 of the Town Bylaws during the upcoming fiscal year.*

Submitted by the Select Board

The Select Board and Warrant Committee will report on this Article.

**Majority vote required for passage.**

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**ARTICLE 6: APPROPRIATION OF TRANSPORTATION GRANT**

To see if the Town will vote to appropriate a sum of money received from the Commonwealth Transportation Infrastructure Fund for the purpose of funding improvements to the Town's transportation infrastructure or any other public purpose substantially related to the operation of transportation network services, or take any action thereto.

*This article is to appropriate monies received from the Commonwealth as the Town's share of the Transportation Infrastructure Enhancement Trust Fund. The Town has decided to split the use of this money between Council on Aging \$20,183 or 79% and Community Development \$5,362.70 or 21%.*

Submitted by the Select Board

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

**Majority vote required for passage.**

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**ARTICLE 7:**

**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 FY2021 capital expenditures will be distributed to Town Meeting Members prior to the Annual Town Meeting.*

Submitted by the Select Board

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

**Majority vote required for passage.**

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**ARTICLE 8:**

**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 Select Board

The Select Board and Warrant Committee will report on this Article.

**Majority vote required for passage.**

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**ARTICLE 9: FY21 BUDGET APPROPRIATION AND AUTHORIZATION TO  
TRANSFER BALANCES TO FUND THE FY21 BUDGET**

To determine what sums of money shall be granted to pay Town expenses for the fiscal year beginning July 1, 2020 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 FY21 budget, commencing on July 1, 2020. 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. The Warrant Committee Report contains the budget summary and supporting information and will be distributed to Town Meeting Members in advance of the Annual Town Meeting.*

Submitted by the Select Board

The Select Board and Warrant Committee will report on this Article.

**Majority vote required for passage.**

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**ARTICLE 10: FY21 COMMUNITY PRESERVATION COMMITTEE  
BUDGET & PROJECTS**

To see if the Town will vote to act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds for the administrative and operating expenses of the Community Preservation Committee, the undertaking of Community Preservation Projects as summarized in the table below, and all other necessary and proper expenses for the year, or in any way act thereon.

<b>Amount</b>	<b>Project Name</b>	<b>Category</b>	<b>Funding Source</b>
\$125,000.00	Town Hall Chimney Repair	Historic Preservation	Historic Preservation

*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 Select Board, Community Preservation Committee, Warrant Committee, and Capital Budget Committee will report on this Article.

**Majority vote required for passage.**

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**ARTICLE 11:**

**COMMUNITY PRESERVATION COMMITTEE  
AMEND PRIOR APPROPRIATION**

To see if the Town will vote to amend the appropriation under Article 10 of the 2018 Annual Town Meeting of \$250,000 as a set-aside to the Belmont Housing Trust for the creation of affordable housing units to include the use of such funds for rental assistance programs, or in any way act thereon.

*This article would allow the Belmont Affordable Housing Trust to use the \$250,000 appropriation set aside for the creation of affordable housing at the 2018 Annual Town Meeting to support rental assistance programs for income-eligible residents.*

Submitted by the Community Preservation Committee

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

**Majority vote required for passage.**

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**ARTICLE 12:**

**HOME RULE PETITION**

To see if the town will vote to authorize the Select Board to petition the Massachusetts General Court for legislation providing that, notwithstanding the provisions of any general or special law or by-law to the contrary, all acts and proceedings taken by the town at an annual or special town meeting held by remote participation by electronic means between June 1 and September 30, 2020, and all actions taken pursuant thereto, are ratified, validated and confirmed to the same extent as if the said annual or special town meeting had been held in full compliance with any applicable general or special law or by-law; or in any other way act thereon.

*This article seeks to authorize special legislation that will ratify and confirm the proceedings of this meeting, and any special town meeting that the Town may choose to have between June 1 and September 30, 2020, against any claim of invalidity based on the use of remote technology to hold the meeting and the absence of a physical meeting of the membership.*

Submitted by the Select Board

The Select Board and Warrant Committee will report on this Article.

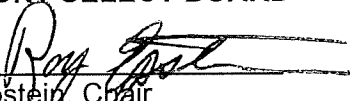
**Majority vote required for passage.**

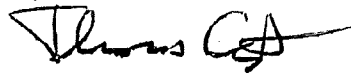
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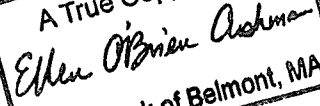
Given under our hands this 1<sup>st</sup> day of **June, 2020**.

**BELMONT SELECT BOARD**

  
\_\_\_\_\_  
Roy Epstein, Chair

  
\_\_\_\_\_  
Thomas Caputo, Vice Chair

  
\_\_\_\_\_  
Adam Dash

A True Copy, Attest  
  
Town Clerk of Belmont, MA



**MOTIONS**  
**2020 ANNUAL TOWN MEETING**  
**June 16, 2020**  
**As of June 9, 2020**  
*(Subject to Change)*

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**PRELIMINARY MOTION**

**VIRTUAL TOWN MEETING**

**MOVED:** That the Town Meeting continue to meet and act on all matters on the warrant for this annual town meeting by means of the video and audio conferencing and voting technologies described in the Moderator's June 1, 2020 letter to the Select Board posted with the warrant. *(Majority)*

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**PRELIMINARY MOTION**

**ORDER OF THE ARTICLES**

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

1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

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**ARTICLE 1:**

**REPORTS**

**MOVED:** That Article 1 be taken from the table.

**MOVED:** That the Annual Report be accepted, and that the written and video reports to Town Meeting posted on the Town's web page be accepted and made a part of the record of this Town Meeting.

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

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**PRELIMINARY MOTION**

**CONSENT AGENDA**

**MOVED:** That the main motions under Articles 2 through 6 on file with the Clerk and distributed to each Town Meeting Member prior to the Town Meeting be adopted by unanimous consent.  
*(Unanimous consent required to act on the articles as a group.)*

**Reporting:** The Select Board, Warrant Committee, and Capital Budget Committee will report on those articles within the consent agenda as noted under each motion, where applicable.

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**ARTICLE 2:**

**AUTHORIZATION TO REPRESENT THE TOWN'S LEGAL INTERESTS**



**MOVED:** That the Select Board be, and it hereby is, authorized 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 in behalf of the Town, as and when they deem it for the best interest of the Town to do so; said power shall be vested solely in the Select Board. *(Majority vote)*

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**ARTICLE 3:**

**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, 2020 the amount set forth opposite the name of each officer as listed below:

<b>Elected Officials of the Town</b>	<b>Salary</b>
Town Moderator	\$450
Chair of the Select Board	\$5,000
Select Board (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 Select Board and the Warrant Committee will report on this article.

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**ARTICLE 4:**

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

**MOVED:** A) That **\$1,425,174.46** be transferred 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:

FY2021 Water Enterprise Fund Operating Budget	\$ 7,662,306.46
Water Department Capital Expenditures	<u>\$ 36,900.00</u>
Total Water Department Appropriation	\$ 7,699,206.46

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

*(Majority)*

**MOVED:** B) That **\$1,343,758.11** be transferred from Sewer Retained Earnings, and **\$8,569,545.00** be appropriated from Sewer and Stormwater Revenues to fund the Sewer and Stormwater Enterprise Fund pursuant to Chapter 44, § 53F½ of the General Laws as follows:

FY2021 Sewer and Stormwater Enterprise Fund Operating Budget	\$ 9,050,103.11
Sewer and Stormwater Capital Expenditures	<u>\$ 863,200.00</u>
Total Sewer and Stormwater Enterprise Fund Appropriation	\$ 9,913,303.11

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

*(Majority)*

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

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**ARTICLE 5:**

**ESTABLISH EXPENDITURE LIMITATION  
FOR REVOLVING FUNDS**

**MOVED:** That the Town establish expenditure limitations for the revolving accounts authorized in § 50-220 of the Towns General Bylaws for FY2021 as follows:

<b>§ 50-220 Revolving Accounts</b>	<b>FY2021 Expenditure Limit</b>
A. Senior Programs Fund	<b>\$ 150,000</b>
B. Art Gallery Fund	<b>\$ 15,000</b>
C. Rock Meadow Restoration and Maintenance Fund	<b>\$ 11,000</b>
D. Library Lost Book and Copying Fund	<b>\$ 15,000</b>
E. Stormwater Improvement Fund	<b>\$ 100,000</b>
F. Martin Luther King Day Breakfast Fund	<b>\$ 5,000</b>
G. Non-School Property Maintenance Fund	<b>\$ 60,000</b>
H. Stormwater Consulting Fund	<b>\$ 50,000</b>

*(Majority)*

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

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**ARTICLE 6:**

**APPROPRIATION OF TRANSPORTATION GRANT**

**MOVED:** That the Town appropriate **\$25,545.70** received from the Commonwealth Transportation Infrastructure Fund for the purpose of funding improvements to the Town's transportation infrastructure as set forth under Article 6 in the Warrant for this meeting.

Reporting: The Board of Selectmen and Warrant Committee.

**Majority vote required for passage.**

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**ARTICLE 7:**

**APPROPRIATION OF CAPITAL EXPENDITURES**

**MOVED:** A) That **\$950,268.00** 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 Select Board. (*Majority*)

**MOVED:** B) That **\$226,147.00** be raised and appropriated for sidewalks as follows:  
  
said sum to be raised and expended under the direction of the Select Board. (*Majority*)

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

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**ARTICLE 8:**

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

**MOVED:** That the Town appropriate and transfer **\$50,000.00** from the General Fund (Free Cash), and to appropriate and transfer a total of **\$27,960.00** 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	\$ 50,000
Light	16,858
Sewer	4,112
Water	<u>6,990</u>
<b>Total</b>	<b>\$77,960</b>

(*Majority*)

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

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**ARTICLE 9:**

**FISCAL YEAR 2021 BUDGET APPROPRIATION AND  
TRANSFER BALANCES TO FUND THE FY20 BUDGET**

**MOVED:** That the following amounts be appropriated for the Fiscal Year 2021 operating budget and be raised in the tax levy or from general revenues of the Town:

General Government	\$4,704,540.00
Employee Benefits, Retirement Expenses	\$8,728,097.00
Employee Benefits, Other Reserves, including Health Insurance,	\$6,141,652.00

*2020 Annual Town Meeting Motions June 16, 2020*

Insurance and Salary Reserve.

Public Safety	\$13,230,549.00
Belmont Public Schools	\$61,485,641.00
Minuteman Regional School	\$1,721,238.00
Public Services	\$13,582,062.00
Human Services	\$3,213,983.00
Debt and Interest on Debt	\$15,560,211.00

And that the Town transfer the following sums to meet, in part, appropriations made at this Town Meeting:

from fund balance in Abatement and Exemption Surplus Account	\$235,000.00
from Belmont Municipal Light Department	\$1,650,000.00
from Unreserved Fund Balance (Free Cash)	\$3,792,665.00
from Parking Meters Receipts	\$90,000.00
from Water Revenue for indirect costs	\$664,000.00
from Sewer Revenue for indirect costs	\$519,000.00
from Capital Endowment Fund for various capital expenditures	\$125,000.00
from Capital Projects Fund for various capital expenditures	\$25,000.00
from Perpetual Care Fund Interest Transfer Out Account	\$25,000.00

*(Majority Vote)*

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

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**ARTICLE 10:**

**FY21 COMMUNITY PRESERVATION COMMITTEE  
BUDGET AND PROJECTS**

**MOVED:**

That the Town reserve for appropriation the following amounts from FY2021 estimated receipts of \$1,300,000 as recommended by the Community Preservation Committee:

1. \$130,000 for acquisition, creation and preservation of open space and for recreational use;
2. \$130,000 for acquisition, preservation, rehabilitation and restoration of historic resources;

3. \$130,000 for the creation, preservation and support of community housing;
  4. \$855,000 to the budgeted reserve; and
  5. \$55,000 to be appropriated for the Administrative Expenses and all other necessary proper expenses of the Community Preservation Committee for FY20
- (Majority vote)**

And that **\$125,000** be appropriated from the Undesignated Fund Balance of the Community Preservation Fund for the **Town Hall Chimney Repair**.

**(Majority Vote)**

Reporting: The Community Preservation Committee, Select Board, Warrant Committee, and Capital Budget Committee will report on this article.

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**ARTICLE 11: CPC-AMEND 2018 APPROPRIATION FOR BELMONT HOUSING TRUST**

**MOVED:** That the appropriation under Article 10 of the 2018 Annual Town Meeting of \$250,000 as a set-aside to the Belmont Housing Trust for the creation of affordable housing units be amended to permit the use of such funds by the Belmont Housing Trust for rental assistance programs

**(Majority Vote)**

Reporting: The Community Preservation Committee, Select Board, Warrant Committee, and Capital Budget Committee will report on this article.

---

**ARTICLE 12: HOME RULE PETITION FOR SPECIAL ACT OF THE MASSACHUSETTS LEGISLATURE: REMOTE PARTICIPATION OF TOWN MEETING**

**MOVED:** That the Select Board be authorized to petition the Massachusetts General Court for legislation providing that, notwithstanding the provisions of any general or special law or town by-law to the contrary, all acts and proceedings taken by the town at any annual or special town meeting held by remote participation by electronic means between June 16 and September 30, 2020, and all actions taken pursuant thereto, are ratified, validated and confirmed to the same extent as if the said annual or special town meeting had been held in a physical location and in full compliance with any applicable general or special law or by-law.

**(Majority Vote)**

Reporting: The Select Board will report on this article.

## Capital Budget Committee FY21 Report to Town Meeting

Dear Town Meeting Members,

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) (until April 21, 2020)  
Jennifer Fallon (Warrant Committee)  
Karl Haglund (Planning Board)  
Anne Marie Mahoney (Moderator appointee)  
Adam Dash (Select Board)  
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. Jon Marshall, Assistant Town Administrator, attends Committee meetings.

Each year the Capital Budget Committee creates a lengthy report on their deliberations and recommendations for your approval at Annual Town Meeting. As we know, these are very unusual times and so our report this year will reflect the need for brevity and sharp focus. Those of you who would like a refresher on how the Capital Budget Committee functions can access our reports from prior years. This report will focus only on an overview of the Capital requests for this year; available funds; recommendations for your approval.

But, first, the Committee would like to share with you their thoughts on the Capital Budget money that is being used to close the potential operating budget gap for FY 2021 brought about by the Covid 19 pandemic.

### **CBC Funding Requests**

For decades the Capital Budget Committee has been reminding Town Meeting that Capital is chronically underfunded. More recently the first Financial Task Force in 2015 as well as the Collins Center last year identified that the Capital Budget should have another \$3.0 million in discretionary funds or up to 6% of the Town's annual budget. Each year our department head requests for discretionary funds can be as high as \$5.0 million. This year we started with \$1.4 million in discretionary funds to meet \$2.1 million in department requests. This is exclusive of the \$1.7 million in dedicated roads money, \$225,000 for sidewalks, and an anticipated \$540,000 in Chapter 90 funds plus \$1.3 million in water and sewer enterprise funds.

### **Capital Requests**

Our total department requests for FY21 of \$5,423,951 were already pared down from what the departments actually require to function well. This amount does not reflect the capital reductions departments have had to make in their operating budgets such as eliminating the

purchase of police patrol cars and fire turn-out gear. We want Town Meeting Members to understand the huge hit that capital in every department is taking to close the emergency budget gap.

### **CBC Cuts**

At our April 16th Capital Budget meeting the Town Administrator requested that we further reduce our Capital Budget discretionary funds by \$525,000 to \$975,268. Cutting \$525,000 out of our budget means that we could not fund: secure vestibules in two elementary schools, library fire alarm system, Butler School replacement windows, Chenery Middle School compressors and department vehicles.

### **Roads Money**

Additionally, Town Administrator Garvin, with Community Development Director Glenn Clancy's input, requested that the CBC turn over our \$1.7 million in roads money to the FY21 operating budget. This is a sacrifice that is not only very difficult to make, but one that sets a very dangerous precedent. The Capital Budget Committee members want to be team players and want to work with the Town administration to balance the FY21 budget. We fully recognize how unusual and challenging this pandemic situation is for the whole town. We do not want to see employee layoffs nor any of our valuable programs and services reduced. However, our role is to preserve and advocate for capital monies.

The CBC has worked diligently with Community Development for more than twenty years to guarantee a protected stream of capital money for road repair and reconstruction. The \$1.7 million available this year is the result of the 2001 and 2015 overrides that were specifically targeted for roads money. (\$1.2 million from the 2001 override and \$300,000 from the 2015 override.) This pot of money grows every year by 2 ½ percent. The \$1.7 million, together with the state's Chapter 90 allocation of approximately \$540,000, which we anticipate receiving later in the year, gives Community Development the money they need to continue road work in the Town that is part of a well thought out program of repair and reconstruction. To take the \$1.7M in override money sets this program back in a way that will take many years to catch up. . Further, it disconnects the water and sewer work from the roads reconstruction work that should be taking place in unison within specified neighborhoods. This creates protracted disruption in any given neighborhood.

While it is permissible, after the first year, to take money voted in an override for a specific purpose and use it for a different purpose, it is troubling that we must do so. The Committee voted after a great deal of debate and deep concern over protecting this money for the purpose of roads. The members voted, very reluctantly, five in favor, one opposed, and one absent to allow the roads money to go into the operating budget for this year only. No commitment has been made for the future. Most members feel very strongly that this money cannot be available for other purposes after this year. The road work that will not be done can never be made up.

### **Where do we go from here?**

The CBC is supportive of the newly formed Long Term Capital Planning Committee. We believe that when this committee can finally meet, they will be able to devise a capital plan for the Town that includes adequate funding for discretionary capital spending in every department.

Meanwhile, the CBC looks forward to working with the Town departments and Town administration to weather this pandemic induced crisis.

### **Policy Adoptions 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 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 March 1 and forward to the Select Board, Warrant Committee, Town Accountant, and Treasurer as update on the review.

It should be noted that until this year, the deadline for re-voting this policy was February 1 but with the advice and approval of the Town Treasurer, the CBC changed this date to March 1 to better align with the typical time frame that the capital budget is available to be reviewed and vetted by the Committee.

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

### **Recommendations for FY2020 Capital Budget**

The Committee's recommendations for FY2020 are set forth in the motions for the corresponding article in the warrant. Water and sewer rates have been set appropriately to finance the expenditures recommended in the article relating to Enterprise Funds.

### **PUBLIC SAFETY**

*Ambulance and Cardiac Monitor Replacement:* This is the third 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 two years ago, so this is the second 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.



## SCHOOL DEPARTMENT

*Network Firewall:* The two (2) current firewalls are seven years old. This replaces one of them with the remaining firewall functioning as back-up. This is a School's request, but the firewalls also protect the Town network.

## FACILITIES DEPARTMENT

*Butler Heat Mitigation:* This will install specialized film to cover large windows to block the sun and reduce solar heat on warm, sunny days.

*Replace Winn Brook Public Address System:* The school's current system is old and not functioning. These funds will be added to those previously allocated to repair the system to install a new system. A functioning system is essential for ensuring school safety.

*Police Department Fixtures, Furnishings and Equipment:* This Is necessary to outfit the renovated building for police operations.

*Radio Upgrade for Schools:* This upgrades three (3) more school buildings. This installs a single radio system across all school buildings for a much smoother process for contacting emergency services.

*Van Lease Buy-out:* The lease for the electric van used by Facilities to perform repair and maintenance work is ending. This vehicle is low-maintenance and has 8 to 10 years of useful life remaining.

*DPW Underground Tanks:* There are two underground tanks both of which are single-wall fiberglass and no longer insurable due to age and construction. They must be replaced to meet current environmental standards.

## HEALTH DEPARTMENT

*Van Lease Buy-out:* The lease for the electric van used to conduct health inspections and perform other departmental functions. This vehicle is low-maintenance and has 8 to 10 years of useful life remaining.

## DEPARTMENT OF PUBLIC WORKS

*Sidewalks:* This will pay for sidewalk repair in Town and is funded by the 2015 override.

## 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 2.5 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 Front End Loader (#23):* This replaces a 2006 John Deere model, which is rusted out and in need of costly repair work. It is used in the Sewer program.

*Replace #CY Trailer Mounted Asphalt Hot Box (#49):* This is used in sewer work and to repair potholes. It is at the end of its useful.

*Replace F-150 Pick-up Truck (#78):* This will replace a 2010 model that is used intensely by the Water program. It has several mechanical problems that would require expensive repair.

*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 pays 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.

## **5 YEAR PROJECTION OF BELMONT'S CAPITAL NEEDS**

Typically, our report concludes with a 5 Year Projection of the Town's capital needs. We will forego providing this here in the interest of brevity. Instead, we will produce this projection in the Fall and make it available to Town Meeting members then.

Anne Marie Mahoney, Chairman (virtuesandgrace@gmail.com)

Rebecca Vose, Secretary

M. Patricia Brusch

Susan Burgess-Cox

Jennifer Fallon

Adam Dash

Karl Haglund

# **Belmont Annual Town Meeting 2020**

**Report from the Community Preservation  
Committee**

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## COMMUNITY PRESERVATION COMMITTEE

Chair: Elizabeth Harmer Dionne, Select Board Appointee  
 Vice-Chair: Margaret Velie, Conservation Commission Appointee  
 Floyd Carman, Select Board Appointee  
 Roy Epstein, Board of Parks Commissioners Appointee  
 Lisa Harrington, Historic District Commission Appointee  
 David Kane, Recreation Commission Appointee  
 Gloria Leipzig, Housing Authority Appointee  
 Stephen Pinkerton, Planning Board Appointee  
 Andrés Rojas, Select Board Appointee

June 16, 2020

Dear Town Meeting Member,

The enclosed information summarizes the status of the past seven years of Town Meeting approved projects and describes the four projects which Belmont's Community Preservation Committee (CPC) is recommending to Town Meeting for funding under the State's Community Preservation Act (CPA) in FY 2021. Detailed project descriptions and expense summaries for all Town Meeting approved projects can be found on the CPC webpage on the Town of Belmont website:

<http://www.belmont-ma.gov/community-preservation-committee>.

In addition to the four recommended projects, and as explained further below, the CPC is also recommending that Town Meeting approve an amendment to the uses outlined in a previously approved project, namely the FY 2019 \$250,000 appropriation made by Town Meeting to the Belmont Housing Trust to fund the development of community housing in Belmont.

Town Meeting has the final vote on approving and funding these recommendations. According to CPA legislation, Town Meeting actions on recommendations are limited to those listed below.

- Town Meeting may approve, reduce or reject recommended funding amounts.
- Town Meeting may reserve all or part of the amount recommended for a specific project to the applicable reserve (community housing, historic resources, open space/recreation).
- Town Meeting may not increase funding amounts recommended by the CPC or initiate appropriations from Belmont's Community Preservation Fund.

This is the eighth year the CPC will make funding recommendations to Town Meeting, and we welcome your questions and suggestions. Please contact Treasurer Floyd Carman at [fcarman@belmont-ma.gov](mailto:fcarman@belmont-ma.gov) or Budget Director Glen Castro at [gcastro@belmont-ma.gov](mailto:gcastro@belmont-ma.gov), or call our hotline at (617) 993-2774.

Due to the Covid-19 crisis and the compressed time-frame in which to complete the appropriations process, Town Meeting will focus on urgent appropriations during its first set of meetings in June 2020. Per the request of the Select Board and the Town Administrator, the CPC considered each

Community Preservation Committee

project and has agreed that three of the recommended projects can await consideration, approval, and appropriation by Town Meeting until a later date. However, repairs to the Town Hall chimneys are an urgent safety matter; hence, the CPC recommends immediate consideration of that project for FY 2021. The CPC also recommends that Town Meeting consider and approve the project amendment proposed by the Belmont Housing Trust, which would allow the Housing Trust to implement an emergency rental assistance program in Belmont.

To comply with social distancing guidelines, the CPC does not plan to make paper copies of this packet available. If you need a paper copy, please contact Glen Castro ([gcastro@belmont-ma.gov](mailto:gcastro@belmont-ma.gov)) to make arrangements to receive one.

We look forward to discussing these recommendations with you at Town Meeting.

Elizabeth Harmer Dionne, Chair  
Community Preservation Committee

## Overview of the CPA in Belmont

### Recommended Community Preservation Act Funding for FY 2021

The Community Preservation Committee (CPC) is recommending four projects for FY 2021 funding and one amendment to a prior appropriation for FY 2019. Described in the following pages, each of these projects was evaluated by the CPC in light of the articulated criteria for eligibility and appropriateness under the Community Preservation Act (CPA). The projects have been presented at a public hearing held on November 13, 2019 and at the Warrant Committee's regularly scheduled, in-person meeting on March 4, 2020. The amendment was considered at a Zoom meeting of the CPC held on May 1, 2020. In addition, the four projects and the amendment will be presented at the League of Women Voters Warrant Briefing, expected to be held via Zoom on June 10, 2020. The recording of the Warrant Committee's March 4 meeting, which included each project sponsor, may be found on the Belmont Media Center website in the archive for the Warrant Committee:

<https://www.belmontmedia.org/watch/govt-ed-access/warrant-committee>.

### Community Preservation Act

The CPA is a state statute which individual communities in the Commonwealth may choose to adopt; Belmont adopted the statute at the State election held November 2, 2010. CPA communities impose a surcharge on their own property taxes of up to 3%, and funds raised from the surcharge are restricted to use for projects in four categories: community housing, historic resources, open space and recreation. To support expenditures in these areas, the state provides a partial match of the funds raised by the community surcharges.

Belmont elected a 1.5% surcharge on both residential and commercial taxpayers. Mindful of the burden on homeowners, however, the Town also adopted provisions which exempt the first \$100,000 of residential property values from the surcharge and grant a total exemption from the surcharge to lower income residents. In 2019, the annual surcharge averaged \$190.80 per Belmont single-family household. Belmont currently generates nearly \$1.4 million of CPA funding annually. CPA funds are restricted to their statutory uses and are not available to meet other needs or potential shortfalls in the Town's annual budget.

The State match, originally 100%, has declined since 2006 as additional communities have adopted the statute and joined the funding pool, and as registry of deed fees which feed the State fund have suffered. As noted in the chart below, Belmont's receipts from the Trust Fund have ranged from a high of \$470,418 (52.23% match) in 2013 to a low of \$189,960 (18.78% match) in 2018. (The State match is paid after the end of the State's fiscal year.) To date Belmont has received \$2,200,856 in State matching funds. In 2019 the state legislature approved an increase of 250% in certain registry fees to bolster the State fund. The FY 2020 match for Belmont was originally projected to be as high as approximately

\$380,000 (33% match). However, the Covid-19 crisis has disrupted registry transactions and decreased state revenues, so the amount of Belmont's FY 2020 match is highly uncertain.

	FY	FY	FY	FY	FY	FY	FY	FY	FY	Total
Revenue	12	13	14	15	16	17	18	19	20	
Surcharge	\$ 858,359	\$ 890,299	\$ 917,630	\$ 963,355	\$ 1,058,166	\$ 1,095,847	\$ 1,160,347	\$ 1,147,066	\$ 1,371,769	\$ 9,462,838
Surcharge-Subsequent Year Collection	-	6,359	7,326	6,204	4,137	6,148	5,473	25,421	3,760	\$ 64,828
State Match (Based of Prior Year Collections)	-	232,884	470,418	291,615	288,337	219,502	189,960	217,934	290,206	\$ 2,200,856
Earnings On Investment	1,020	8,645	12,399	8,245	9,350	17,166	29,207	74,080	79,582	\$ 239,695
Added Interest and Costs	454	1,297	1,488	1,480	1,215	1,306	1,390	1,314	892	\$ 10,836
<b>Total</b>	<b>\$ 859,833</b>	<b>\$ 1,139,484</b>	<b>\$ 1,409,261</b>	<b>\$ 1,270,899</b>	<b>\$ 1,361,205</b>	<b>\$ 1,339,969</b>	<b>\$ 1,386,376</b>	<b>\$ 1,465,815</b>	<b>\$ 1,746,210</b>	<b>\$ 11,979,053</b>

## Community Preservation Committee

The CPA requires each adopting community to appoint a Community Preservation Committee. By statute, the CPC consists of nine members, of whom three are appointed by the Select Board as at-large members and six are appointed by the following boards and commissions: the Conservation Commission, the Historic District Commission, the Housing Authority, the Parks Commission (the Select Board in Belmont), the Planning Board, and the Recreation Commission. Currently Elizabeth Harmer Dionne serves as Chair of the CPC and Margaret Velie serves as Vice-Chair.

The CPC is responsible for reviewing applications for funding under the CPA and recommending to Town Meeting expenditures of CPA funds on those projects it approves each year. All recommendations to Town Meeting by the CPC are made within the framework of Belmont's **Community Preservation Plan**, which was originally approved by the CPC on August 14, 2013. Each year the CPC updates the Community Preservation Plan, a process in which the public is welcome to participate. The Plan was last updated in August 2020, following the 2019 Annual Town Meeting. The most current version of the Plan is posted on the town website at:

[https://www.belmont-ma.gov/sites/belmontma/files/uploads/fy20\\_cpa\\_plan\\_0.pdf](https://www.belmont-ma.gov/sites/belmontma/files/uploads/fy20_cpa_plan_0.pdf).)

Over the years, the CPC has learned a lot about how to help projects reach a successful conclusion and ways in which to maximize or leverage the benefits of CPA funding. As a result, last year the CPC made important revisions to Belmont's current CPA Plan. Some of the most significant changes made in the 2020 CPA Plan are summarized below.

- "CPA-funded design does not obligate the CPC to fund the construction of the subsequent proposed project." (p. 20)
- "What, if any, potential secondary effects will your proposed project have on the Town's Operating Budget?" (p. 22)
- "The CPC, in its sole discretion, may provide guidance to applicants regarding the maximum amount it anticipates may be available or appropriate for ultimate construction of the proposed project." (p.23)
- Sponsors of privately owned projects shall provide funds equal to at least ten percent (10%) of the amount of CPA funds being provided. (p.22)
- Projects on publicly owned land or involving Town-owned assets shall not be required to provide any private funds toward the cost of the CPA project being applied for. (p.23)



CPA funds have made a tremendous difference in the quality of life of Belmont's residents. Pages 19-20 of this report list the many projects funded by Town Meeting at the recommendation of the CPC. These projects include rebuilding the Underwood Pool, rebuilding of most of the Town's playgrounds and all of its tennis courts, ongoing culling of invasive species from open space, significant and ongoing repairs to the historic municipal buildings in Town Center, preservation of municipal records, ongoing planning regarding preservation and expansion of the Town's community housing stock, preservation and restoration of the historic front of the Police Station, and most recently funding the significant design work necessary to access state funding for Phase I of the Community Path.

Prioritizing CPA projects may become increasingly important, as the CPC evaluates increasingly expensive projects. Two important examples include design funds for Phase II of the Community Path (estimated at \$1.5- 2 million) and the possible redevelopment of the Town's entire affordable housing stock (using CPA funds awarded over a number of years to leverage access federal, state, and other construction grants). The CPC does not have a formal policy for reserving CPA funds for upcoming needs, but project sponsors may come forward to request such reservations as they anticipate significant financial need.

## PROPOSED TOWN OF BELMONT EMERGENCY RENTAL ASSISTANCE PROGRAM

### WARRANT AMENDMENT

That \$250,000 be appropriated from the Fund Balance Reserved for Affordable Housing to fund eligible commitments by the Belmont Housing Trust that would increase housing units where new housing is being built, provide incentives to developers to develop affordable housing units, or fund pre-development work to determine if sites are suitable for community housing development. **Such funds may also be used to develop and administer an emergency short-term rental assistance program to assist eligible Belmont households who have lost income due to the covid-19 pandemic.** (Amendment language in Bold)

### PROJECT DESCRIPTION

The Belmont Housing Trust is proposing to expand the authorized uses of the \$250,000 in CPA funds (awarded in 2018) to establish a short-term emergency rental assistance program. The Trust will request that June Town Meeting approve an amendment to the 2018 award to allow the funds to be used for such a program. Rental Assistance programs are an allowed use of Community Preservation funds. A number of cities and towns across the Commonwealth are taking steps to implement such an emergency program with guidance from the Mass. Housing Partnership (MHP), including Newton, Lexington, Sudbury, Weston and Bedford. In addition to the CPA, some communities are using other town or city resources to fund these programs.

The Housing Trust is proposing an emergency rental assistance program that should provide rental funds to 60-80 Belmont households that have suffered a loss of income due to the pandemic. Participation guidelines would restrict eligibility to Belmont renter households at or below 80% of Area Median Income (AMI) (see chart below for AMI details). Applicants would be required to provide documentation on prior and current income, demonstrating loss due to the coronavirus pandemic. The program would cover about 50 percent of rent for three months and would pay landlords directly. Both eligible applicants and their landlords would be required to sign a participation agreement. Households living in public housing or having a Section 8, MRVP or other housing subsidy would not be eligible for participation, since these households are already entitled to rent reductions through those subsidy programs if income is reduced.

This emergency program would be administered by a local non-profit that would be responsible for accepting applications, determining eligibility, conducting a lottery, establishing a wait list, entering into agreements with the renter households and landlords, obtaining W-9s, disbursing monthly checks to the landlords, issuing 1099s to the landlords, and reporting to the funding source. The administrative agency would be selected through Town-approved procurement procedures.

### PROJECT BENEFIT

Due to COVID-19, unemployment continues to rise. Reductions in income and job losses are putting significant financial stress on people throughout the region. The Federal Reserve Bank of Boston estimates that 36% of renters in New England are now at risk of not being able to make their rent payments, because of lost jobs or decreased income from the COVID-19 crisis. According to the 2018 Belmont Housing Production Plan, 36.5% of Belmont households are renters (approximately 3,500 households) and—at that time— 44% of all renter households were already cost burdened, paying over 30% of their incomes on rent. Belmont's Housing Production Plan further demonstrates that 705 renter households (51% of renters) with incomes below 80% AMI are considered severely cost burdened and paying more than 50% of their incomes to rent. Renter households with low incomes have less resources available to help them remain stable in their homes if they experience a reduction in their incomes or loss of their jobs. .

Using CPA funds to establish an emergency rental assistance program will provide support to those households in Belmont in greatest need, helping ensure their housing stability. Although the federal government has provided enhanced unemployment, not all households are eligible and the increased benefits will end on July 31<sup>st</sup>. It is unknown when business will return to normal and when we can expect unemployment to drop. An emergency rental assistance program can help people hold onto their homes during this time of uncertainty..

Using CPA funds to establish such a program will help residents remain in their homes, ensuring their landlords can continue to pay their mortgages and local property taxes, supporting our local economy and the health of our community. A recent national review of these programs in an article from the Urban Institute: Housing Matters Initiative pointed out the need to serve low-income renters who live in single-family homes and the “mom and pop” landlords who tend to own them. Tenants in larger buildings may be easier to reach, and owners of these buildings may be better able to weather delayed or missed rental payments—at least in the short term. This seems especially relevant to Belmont, as so many rental units here are in single family and two-family buildings, not large apartment buildings. Evictions and possible foreclosures would be disruptive to our neighbors, our community, and our local economy.

## PROGRAM PARAMETERS

### ELIGIBILITY

The applicant must occupy a rental property in Belmont and have household income that is no greater than 80% AMI. Preference will be given to households at or below 60% AMI. The program will use current household income (i.e. wages, unemployment, pension, child support, etc.) to determine income eligibility as well as documentation on loss of income (termination of employment, reduction of hours, or furlough, etc.) due to COVID-19 circumstances to determine if a household qualifies for participation in the program. The applicant will also be asked to certify that they do not have access to other resources to cover the rent.

Household income limits are set by HUD for the Boston area and are based on family size, as follows:

	Household Size: 1	Household Size: 2	Household Size: 3	Household Size: 4	Household Size: 5	Household Size: 6
60% AMI	\$53,760	61,440	69,120	76,740	82,920	\$89,040
80% AMI	\$67,400	\$77,000	\$86,650	\$96,250	\$103,950	\$111,650

### DURATION

Three months; Payments made directly to Landlord

### MONTHLY PAYMENT

1 bedroom unit--\$950

2 bedroom unit--\$1155

3 bedroom unit--\$1440

These amounts are based on 50% of the HUD Belmont Fair Market Rent for Section 8, by bedroom size.

### MARKETING

An intense marketing campaign would last for two weeks. Marketing will be the responsibility of the Town and the Belmont Housing Trust. At a minimum, the following committees, agencies and organizations will be asked to conduct outreach, notifying potential applicants about the program and telling them how to obtain an application: Select Board, School Committee, PTOs, Food Pantry, Town Social Worker, Veteran's officer, Beech Street Center, Council on Aging, Belmont Religious Council, Belmont Helps, Belmont Citizen Herald, the Media Center, large local landlords. The Town will also provide program information on its website as will the Belmont Public Library.

### FUNDING

The Emergency Rental Assistance Program will be funded by the \$250,000 CPA grant previously awarded to the Belmont Housing Trust in 2018, if approved in the June 2020 Town Meeting. Private fund-raising efforts will also be undertaken.

### LOTTERY

The lottery will be held approximately two weeks after the start of the marketing campaign.

### BUDGET (based on 60-80 households awarded assistance)

Assistance payments estimate: \$214,000-\$223,000 (85.6%-89.2%). The actual total will depend on the mix of apartment sizes of the enrolled households.

Administration estimate: \$27,000-\$36,000 (10.8%-14.4%)

Community Preservation Committee

## FY 2021 CPA Project Summary

<b>No.</b>	<b>Name</b>	<b>Project Title</b>	<b>Category</b>	<b>Amount</b>
1	Steve Dorrance	Repair and Weatherization of the Chimneys on Town Hall	Historic Preservation	\$ 125,000.00
2	Wendy Murphy	Homer House Window Restoration	Historic Preservation	\$ 100,000.00
3	Cortney Eldridge	Town Field Playground & Court Restoration	Recreation	\$ 680,624.00
4	Jaclyn Martin	Feasibility Study for the redevelopment and creation of new affordable housing units at Belmont Village	Community Housing	<u>\$ 173,000.00</u>
<b>Total</b>				<b>\$ 1,078,624.00</b>

<b>Project:</b>	Repair and Weatherization of the Chimneys on Town Hall
<b>CPA Category:</b>	Historic Preservation
<b>Amount Requested:</b>	\$125,000.00
<b>Amount Recommended:</b>	\$125,000.00
<b>CPC Vote:</b>	Approved
<b>Sponsors:</b>	Steve Dorrance

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### **Project Description:**

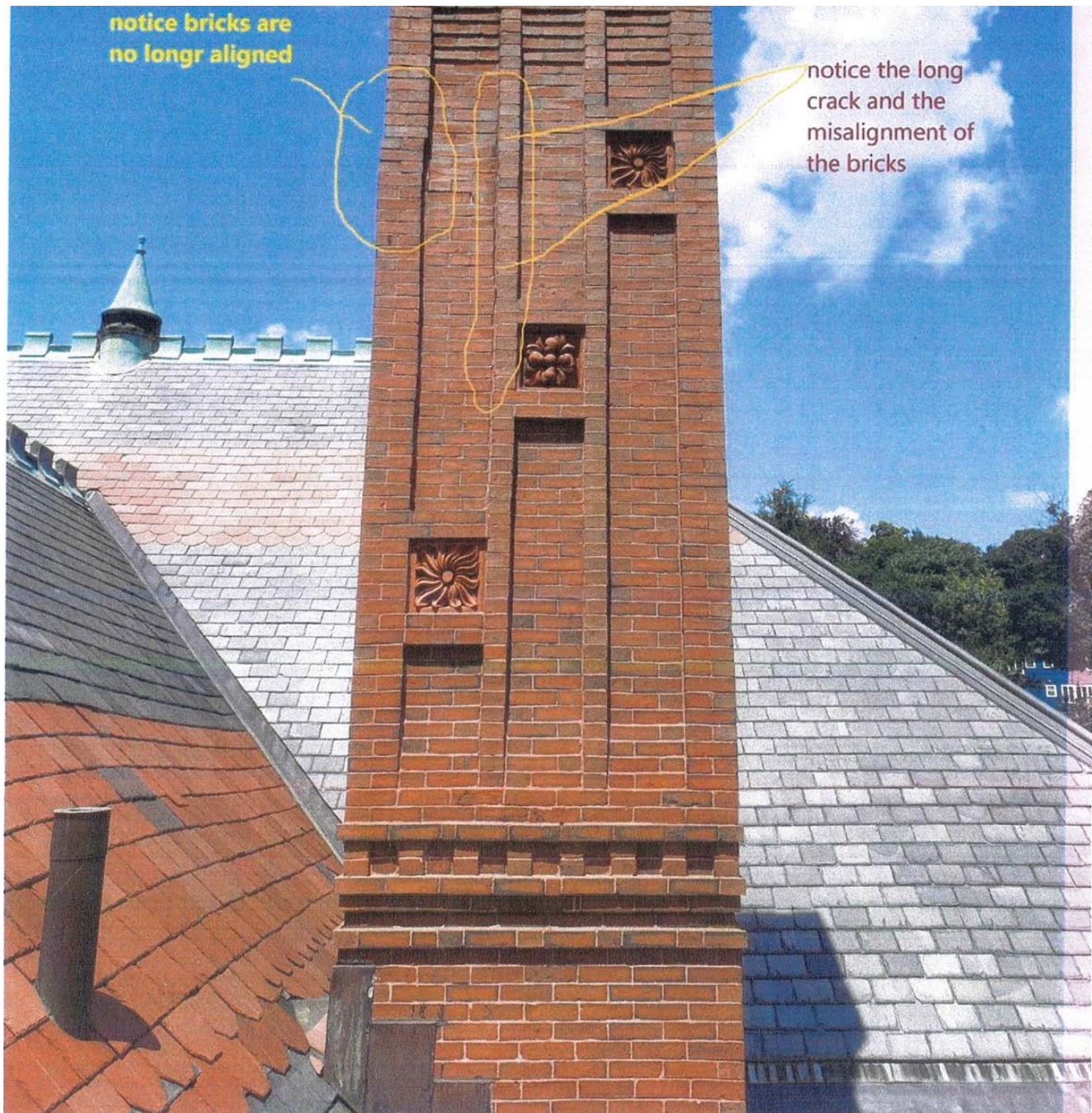
The project scope is to repair and weatherize the three chimneys on Town Hall. The majority of the work will be done on the chimney directly above the most frequently used door on the building, pictured below. The work is needed because the chimney in question has developed long vertical cracks, as well as horizontal cracks in the mortar joints. The latter cracks are typical for most brick chimneys, and occurs when the mortar joints fail. Typically, these types of cracks are seen in the top 18 inches of residential chimneys. Vertical cracks, are very different as they do not follow a joint and literally crack through the bricks in a jagged line. Very often, as is the case with this chimney, a vertical crack is symptomatic of an underlying problem. A condition assessment of the chimneys was done on a fee for services basis by a reputable firm that specializes in large and historic chimneys. Based on the survey, which was done from a crane and aerial bucket, but without the removal of any bricks, it is believed the chimney is structurally compromised. Looking from the ground at the left front edge of the chimney, it is very apparent the corner has shifted; approximately two linear feet are misaligned.

### **Project Goals and Objectives:**

The goals are to stabilize the chimneys from further deterioration, repair all the cracks, realign the bricks, and apply a long-lasting weatherproofing chemical to inhibit water penetration into the mortar joints and bricks.

### **Project Benefit:**

The Town Hall chimneys contribute to the architectural character of the building, which is important to preserve. This project will, without question, extend the longevity of the chimneys. The extent of the underlying issues with the chimney in question are not clear. If we defer this repair, and large sections of brick fall out, it could lead to catastrophic failure of the chimney. The load of these bricks could easily extensively damage the slate roof and, under the worst circumstances, injure someone making passage in and out of Town Hall. This concern is not being overstated because there is obvious movement in the brick corners, left front and right rear, looking from the parking lot. The most noteworthy benefit of the project is to avoid a catastrophic failure and cascading secondary damage to the building.





<b>Project:</b>	1853 Homer House Window Restoration Project
<b>CPA Category:</b>	Historic Preservation
<b>Amount Requested:</b>	\$100,000
<b>Amount Recommended:</b>	\$100,000
<b>CPC Vote:</b>	Approved
<b>Sponsors:</b>	Belmont Woman's Club

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### **Project Description:**

The goal is to restore the windows in the historic William Flagg Homer House located in the Pleasant Street Historic District at 661 Pleasant Street. William Flagg Homer was the uncle of famed American artist Winslow Homer, whose artwork includes many pieces depicting scenes in and around Belmont, including the Homer House. The BWC rescued the House from destruction in 1927, and its members have donated their time and resources ever since to preserve the Homer House for future generations.

Nearly all the windows in the Homer House are inoperable, as well as inefficient and dangerous. Most are original to the house and have never been repaired. Many have broken panes of glass, deteriorating wood frames, and loose glazing. All of these problems diminish the value of the House, and pose a risk of harm to the public. In addition, the fact that the windows are inoperable means fresh air does not circulate, which increases the risk of mold, and negatively affects air quality in the House. Further, many of the windows have deteriorated to a point where they have large gaps between the glass and the frames, which significantly affects heating costs during the cold weather.

The BWC is an all-volunteer 501(c)(3) charitable organization whose members donate time and resources to maintain the Homer House. Membership fees alone are inadequate to cover ordinary annual expenses, so the BWC regularly rents the Homer House for functions, which provides important additional assets that are used to pay expenses. The dangerous condition of the windows poses concerns for visitors, and deters renters from selecting the Homer House as the location for their function, especially when children are involved.

The window restoration project will restore glass, sashes, frames, glazing and hardware to make the windows more energy efficient and safe. It will also involved restoration of three stained glass windows, and exterior broken mouldings around several windows.

### **Project Goals and Objectives:**

Primary goals include restoring operability to the windows, and repairing broken parts so that the windows are safe and capable of providing proper ventilation and protection against water intrusion. This will make the Homer House more appealing to renters whose fees provide essential financial support to the BWC so they can properly maintain the property, and more accessible to the community for public events. The Belmont community has enjoyed free access to the space for a variety of purposes, such as children's literacy programming,

lectures, historic tours, and use of the space for community meetings. Restoring the windows will decrease the risk of harm to the visitors, thus allowing for even more public access and enjoyment. The project will also enhance the long-term integrity and sustainability of the Homer House, thus will contribute to the value of the community.

**Project Benefit:**

As noted above, this project will provide significant benefit to the integrity of the 1853 Homer House, while making the Homer House safer and more accessible to the public. Preservation of historic assets in town is exactly what CPA money should be used for. The 1853 Homer House is a beautiful example of period architecture, and a crown jewel in Belmont. Its location atop a hill, across from Town Hall, serves as a welcoming display of Belmont's character and reputation as "The Town of Homes."



<b>Project:</b>	Feasibility study for the redevelopment and creation of new affordable housing at Belmont Village
<b>CPA Category:</b>	Community Housing
<b>Amount Requested:</b>	\$173,000
<b>Amount Recommended:</b>	\$173,000
<b>CPC Vote:</b>	Approved
<b>Sponsors:</b>	Belmont Housing Authority

**Project Description:** Belmont Village is a state-aided public housing development owned and managed by the Belmont Housing Authority. The development was built in 1949 and consists of 100 family apartments, 50 2 bedroom apartments and 50 3 bedroom apartments on 9 acres of land. The assessment and redevelopment plan will focus on the feasibility of new construction with accessibility access for families and disabled residents of Belmont and the creation of new apartments on the site. The plan would include a site and environmental review, conceptual design plans, preliminary zoning review, preparation of initial development budget and identification of potential financial resources as well as outreach to residents, abutters, and the Town.

**Project Goals and Objectives:** An assessment and redevelopment plan will focus on a new design for Belmont Village that includes additional apartments, accessible apartments and housing stock not currently available such as 1 bedroom apartments and accessible 2 and 3 bedroom apartments. Currently there are no accessible apartments at Belmont Village. The number of new apartments and the bedroom size configuration will be ascertained through the planning process. The site assessment and financial analysis will determine the optimum number of new apartments and bedroom sizes and level of affordability.

**Project Benefit:** According to Belmont's Comprehensive Plan for 2010-2020, "there is a need for a wider variety of housing types to serve young professionals and the elderly, especially near village centers. Housing suitable for the needs and moderate incomes of young professionals and the elderly is insufficient, especially smaller rental units....". The plan also cited the lack of options for young families looking to rent an affordable apartment in Belmont. In addition the Belmont Housing Production Plan approved by the Town in 2018 states that "approximately 25% of Belmont's households qualify for affordable housing and only 6.37% of the dwelling units are affordable". Creating additional affordable housing on publicly owned land is both needed and should be far more cost effective than developing on private property since the cost of land will not factor into development costs.

<b>Project:</b>	Town Field Playground Restoration
<b>CPA Category:</b>	Recreation
<b>Amount Requested:</b>	\$680,624.00
<b>Amount Recommended:</b>	\$680,624.00
<b>CPC Vote:</b>	Approved
<b>Sponsors:</b>	Cortney Eldridge - Friends of Town Field Playground

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### **Project Description:**

Town Field playground and courts are located at the intersection of Beech and Waverley Streets. It is a highly utilized recreational space for both children and adults. The area we look to revitalize includes the current Town Field playground, four pickleball courts, one basketball court, and the tennis wall.

### **Project Goals and Objectives:**

The goal of this proposed project is to rehabilitate the Town Field playground and courts. We would like to make an already integral recreational Belmont area even more fun and improve the safety of the equipment. In addition, we would like to make it more attractive to children of a wider variety of ages.

### **Project Benefit:**

The Town Field playground is located in an area where houses are close together and residents do not have large back yards. Many neighbors meet here to play. It is a central point for our town's soccer organizations. On any given weekend, you can see Belmontonians from all parts of town use the fields and the playground while soccer is in session. Given the high utilization, this project is a benefit to a major cross-section of our town's residents and this reach, we believe, helps to fulfill the CPC guidelines even further.

TOWN OF BELMONT  
COMMUNITY PRESERVATION COMMITTEE  
CPA FUND  
May 13, 2020

<b><u>Revenue (FY2012-FY2020)</u></b>	<b>Total</b>
Local Surcharge	\$ 9,462,838
State Match	\$ 2,200,856
Surcharge-Subsequent Year Collection	\$ 64,828
Interest and Misc. Fees	\$ 250,531
<b>Total</b>	<b>\$ 11,979,053</b>
<hr/>	
<b><u>Expenses (FY2012-FY2020)</u></b>	
Project Spending	\$ (7,137,034)
Remaining Appropriated Project Funding	\$ (2,536,792)
Admin. Expenses (see spending guidelines)	\$ (215,878)
<b>Total Expenses</b>	<b>\$ (9,889,704)</b>
<hr/>	
<b><u>Proposed Appropriations June 2020 Town Meeting Part I (FY2021)</u></b>	
FY21 Projects	\$ (125,000)
FY21 Admin. Budget (see spending guidelines)	\$ (55,000)
<b>Total Proposed Appropriations (FY21)</b>	<b>\$ (180,000)</b>
<hr/>	
<b><u>Proposed Appropriations Town Meeting / Special Town Meeting Part II (FY2021)</u></b>	
FY21 Projects	\$ (953,624)
<b>Total Proposed Appropriations (FY21)</b>	<b>\$ (953,624)</b>
<hr/>	
<b><u>Summary</u></b>	
Collections	\$ 11,979,053
Expenses	\$ (9,889,704)
Proposed Appropriations June 2020 Town Meeting	\$ (180,000)
Proposed Appropriations	\$ (953,624)
<b>Total Estimated CPA Fund Balance (7-1-20)</b>	<b>\$ 955,725</b>

<b>Admin Fees</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20 Estimated</b>
Admin Salary	\$ 8,917	\$ 11,412	\$ 10,092	\$ 11,584	\$ 8,236	\$ 4,795	\$ 11,000
Procurement Training	450	1,265	-	-	-	-	-
Open Space Land and Housing Inventory Project	30,000	-	-	-	-	-	-
CPA Coalition Dues	3,000	3,500	3,500	3,500	4,350	4,350	4,350
Deed Restriction - Homer House	-	-	4,266	-	-	-	-
Town Hall Railings and Retaining Wall Study	-	-	-	-	5,050	-	-
McLean Barn Stabilization Study	-	-	-	-	15,000	-	-
Belmont Police Station	-	-	-	-	-	21,000	-
The Boston Chimney Study	-	-	-	-	-	-	9,671
Belmont Municipal Light Condition Study	-	-	-	-	-	-	25,000
Misc. Office Supplies	154		363		-	-	
<b>Total Admin Spending</b>	<b>\$ 42,521</b>	<b>\$ 16,177</b>	<b>\$ 18,220</b>	<b>\$ 15,084</b>	<b>\$ 32,636</b>	<b>\$ 30,145</b>	<b>\$ 50,021</b>
Original Appropriated Admin Budgets	\$ 58,000	\$ 56,498	\$ 56,200	\$ 50,650	\$ 55,000	\$ 55,000	\$ 55,000
Administrative Turn back	\$ 15,479	\$ 40,321	\$ 37,980	\$ 35,566	\$ 22,364	\$ 24,855	\$ -

<b>TOWN OF BELMONT</b> <b>COMMUNITY PRESERVATION COMMITTEE</b> <b>CPA Project Statuses</b> <b>May 13, 2020</b>								
<b>FY 2014</b>								
<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>	<b>STATUS UPDATE</b>	<b>PROJECT TYPE</b>	<b>CATEGORY</b>
(Belmont Village) Electric Service Upgrade Underground Wiring	Donna Hamilton	\$ 147,000	\$ 128,161	100.00%	\$ 18,839	CLOSED	UPGRADE	Community Housing
(Town Hall) Concord Avenue Door Remediation	Kevin Looney	\$ 72,000	\$ 71,871	100.00%	\$ 130	CLOSED	REMEDIATION	Historic Preservation
Building Survey and Investigation of the William Flagg Homer House	Susan Smart	\$ 10,000	\$ 9,500	100.00%	\$ 500	CLOSED	SURVEY	Historic Preservation
Comprehensive Cultural Resources Survey	Lisa Harrington	\$ 115,000	\$ 115,000	100.00%	\$ -	CLOSED	SURVEY	Historic Preservation
Irrigation Improvements at Rock Meadow Community Gardens	Mary Trudeau	\$ 10,000	\$ 9,024	100.00%	\$ 976	CLOSED	RENOVATION	Recreation Land
Joey's Park Rehabilitation	Ellen Schreiber	\$ 100,000	\$ 100,000	100.00%	\$ -	CLOSED	RESTORATION	Recreation Land
Landscape Plan for Intergenerational Walking Path at Clay Pit Pond	Mary Trudeau	\$ 20,000	\$ 18,970	100.00%	\$ 1,030	CLOSED	DESIGN	Recreation Land
Preserving and Digitizing Belmont's Vital Records	Ellen O'Brien Cushman	\$ 100,000	\$ 86,604	100.00%	\$ 13,396	CLOSED	PRESERVATION	Historic Preservation
Underwood Park (Plan & Design)	Peter J Castanino	\$ 298,000	\$ 298,000	100.00%	\$ -	CLOSED	DESIGN	Recreation Land
		<b>\$ 872,000</b>	<b>\$ 837,130</b>	<b>100.00%</b>	<b>\$ 34,870</b>			
<b>FY 2015</b>								
<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>	<b>STATUS UPDATE</b>	<b>PROJECT TYPE</b>	<b>CATEGORY</b>
Belmont Community Moving Image Archive	Jeffrey Hansell	\$ 12,000	\$ 11,964	100.00%	\$ 36	CLOSED	IMAGING	Historic Preservation
Daniel Butler School Playground Project (Phase II)	Michael McAllister, Princ	\$ 66,524	\$ 64,488	100.00%	\$ 2,036	CLOSED	CONSTRUCTION	Recreation Land
(Belmont Village) Electrical Upgrade Interior Wiring	Donna Hamilton	\$ 165,000	\$ 165,000	100.00%	\$ -	CLOSED	RENOVATION	Community Housing
First Time Homebuyer Assistance	Helen Bakeman	\$ 375,000	\$ -	100.00%	\$ 375,000	CLOSED	AFFORDABLE HOUSING	Community Housing
JV Field Irrigation Upgrade	Jim Fitzgerald	\$ 8,700	\$ 8,700	100.00%	\$ -	CLOSED	CONSTRUCTION	Recreation Land
Underwood Pool	David Kale	\$ 2,000,000	\$ 2,000,000	100.00%	\$ -	CLOSED	CONSTRUCTION	Recreation Land
Winn Brook Field Renovation	Peter Thomson	\$ 100,000	\$ 96,374	100.00%	\$ 3,626	CLOSED	RENOVATION	Recreation Land
		<b>\$ 2,727,224</b>	<b>\$ 2,346,525</b>	<b>100.00%</b>	<b>\$ 380,699</b>			

<b>TOWN OF BELMONT</b> <b>COMMUNITY PRESERVATION COMMITTEE</b> <b>CPA Project Statuses</b> <b>May 13, 2020</b>								
<b>FY 2016</b>								
<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>	<b>STATUS UPDATE</b>	<b>PROJECT TYPE</b>	<b>CATEGORY</b>
Belmont Veterans Memorial Project	Kevin Ryan	\$ 60,000	\$ 26,800	100.00%	\$ 33,200	CLOSED	RESTORATION	Historic Preservation
Electrical Upgrade	Donna Hamilton	\$ 522,500	\$ 522,500	100.00%	\$ -	CLOSED	UPGRADE	Community Housing
Digitization of Belmont Newspapers (1890-1923)	Emily Reardon	\$ 17,923	\$ 17,105	100.00%	\$ 818	CLOSED	DIGITIZATION	Historic Preservation
1853 Homer House Rehabilitation and Restoration	Wendy Murphy	\$ 100,000	\$ 99,900	100.00%	\$ 100	CLOSED	RESTORATION	Historic Preservation
Pequotsette Tennis Courts Rehabilitation and Restoration	David Kale	\$ 295,000	\$ 210,047	100.00%	\$ 84,953	CLOSED	RESTORATION	Recreation Land
Wellington Station Exterior Restoration and Rehabilitation	Emilio E Mauro, Jr.	\$ 26,300	\$ 26,300	100.00%	\$ -	CLOSED	RESTORATION	Historic Preservation
		<b>\$ 1,021,723</b>	<b>\$ 902,652</b>	<b>100.00%</b>	<b>\$ 119,072</b>			
<b>FY 2017</b>								
<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>	<b>STATUS UPDATE</b>	<b>PROJECT TYPE</b>	<b>CATEGORY</b>
Construction of Intergenerational Walking Path at Clay Pit Pond	Mary Trudeau	\$ 228,350	\$ 228,350	100.00%	\$ -	CLOSED	CONSTRUCTION	Recreation Land
Preserving Belmont's Original Vital Records	Ellen Cushman	\$ 80,000	\$ 25,000	31.25%	\$ -	OPEN	PRESERVATION	Historic Preservation
Digitizing Belmont's Town Meeting Records	Ellen Cushman	\$ 85,000	\$ 56,827	66.86%	\$ -	OPEN	DIGITIZATION	Historic Preservation
Town Hall Exterior Railings Improvements	Gerald R. Boyle	\$ 75,000	\$ -	100.00%	\$ 75,000	CLOSED	RENOVATION	Historic Preservation
PQ Playground Revitalization (Phase I)	Julie Crockett	\$ 25,000	\$ 25,000	100.00%	\$ -	CLOSED	REVITALIZATION	Recreation Land
Winn Brook Tennis Courts	Jay Marcotte	\$ 325,000	\$ 268,000	100.00%	\$ 57,000	CLOSED	CONSTRUCTION	Recreation Land
		<b>\$ 818,350</b>	<b>\$ 603,177</b>	<b>83.02%</b>	<b>\$ 132,000</b>			

<b>TOWN OF BELMONT</b> <b>COMMUNITY PRESERVATION COMMITTEE</b> <b>CPA Project Statuses</b> <b>May 13, 2020</b>								
<b>FY 2018</b>								
<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>	<b>STATUS UPDATE</b>	<b>PROJECT TYPE</b>	<b>CATEGORY</b>
Grove Street Tennis Courts	Jay Marcotte	\$ 336,000	\$ 322,857	100.00%	\$ 13,143.36	CLOSED	REPLACEMENT	Recreation Land
Assessment and Project Redevelopment of Sherman Gardens	Jaclyn Martin	\$ 173,200	\$ 70,499	40.70%	\$ -	OPEN	REDEVELOPMENT	Community Housing
Belmont Headquarters Sons of Italy - Historical Artifacts Preservation	Cynthia Pasciuto	\$ 24,125	\$ 24,051	100.00%	\$ 74.45	CLOSED	PRESERVATION	Historic Preservation
Grove Street Park Intergenerational Walking Path Construction Site Plan	Donna Ruvolo	\$ 35,000	\$ 35,000	100.00%	\$ -	CLOSED	CONSTRUCTION	Recreation Land
PQ Playground Revitalization Project Phase 2	Julie Crockett	\$ 615,000	\$ 556,976	90.57%	\$ -	OPEN	REVITALIZATION	Recreation Land
		<b>\$ 1,183,325</b>	<b>\$ 1,009,383</b>	<b>86.25%</b>	<b>\$ 13,217.81</b>			
<b>FY 2019</b>								
<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>	<b>STATUS UPDATE</b>	<b>PROJECT TYPE</b>	<b>CATEGORY</b>
Town Field Playground Restoration	Cortney Eldridge	\$ 25,000	\$ 25,000	100.00%	\$ -	CLOSED	RESTORATION	Recreation Land
Architectural Drawings for Music Bandstand at Payson Park	Tomi Olsen	\$ 5,000	\$ 3,660	73.20%	\$ -	OPEN	A. DRAWINGS	Recreation Land
McLean Barn Conditions Stabilization	Ellen Cushman	\$ 175,000	\$ 162,738	92.99%	\$ -	OPEN	PRESERVATION	Historic Preservation
Belmont Veterans Memorial Restoration and Enhancement	Angelo Firenze	\$ 103,000	\$ 103,000	100.00%	\$ -	CLOSED	RESTORATION	Historic Preservation
Funds Set Aside to Housing Trust	Judith Feins	\$ 250,000	\$ -	0.00%	\$ -	OPEN	AFFORDABLE HOUSING	Community Housing
Construction of Grove Street Park Intergenerational Walking Path	Donna Ruvolo	\$ 780,087	\$ 704,470	90.31%	\$ -	OPEN	CONSTRUCTION	Recreation Land
Community Path Off-Cycle Project Alexander Avenue Underpass	Patrice Garvin	\$ 400,000	\$ 101,587	25.40%	\$ -	OPEN	DESIGN	Recreation Land
		<b>\$ 1,738,087</b>	<b>\$ 1,100,455</b>	<b>68.84%</b>	<b>\$ -</b>			

<b>TOWN OF BELMONT</b> <b>COMMUNITY PRESERVATION COMMITTEE</b> <b>CPA Project Statuses</b> <b>May 13, 2020</b>								
<b>FY 2020</b>								
<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>	<b>STATUS UPDATE</b>	<b>PROJECT TYPE</b>	<b>CATEGORY</b>
Belmont Police Station	Anthony Ferrante	\$ 787,575	\$ 189,359	24.04%	\$ -	OPEN	RESTORATION	Historic Preservation
Town Hall Complex Slate Roofs	Steve Dorrance	\$ 100,000	\$ -	0.00%	\$ -	OPEN	RESTORATION	Historic Preservation
Community Path Phase 1b (Brighton Street to Clark Street Bridge) Design	Patrice Garvin	\$ 1,000,000	\$ 130,550	13.06%	\$ -	OPEN	DESIGN	Recreation Land
Clay Pit Pond: Preservation and Restoration of Vegetation	Mary Trudeau	\$ 20,000	\$ -	0.00%	\$ -	OPEN	PRESERVATION	Recreation Land
Rock Meadow: Habitat Preservation Control of Non-native & Invasive Vegetation	Mary Trudeau	\$ 25,400	\$ -	0.00%	\$ -	OPEN	PRESERVATION	Open Space
Town Field Playground Restoration	Cortney Eldridge	\$ 60,000	\$ 17,804	29.67%	\$ -	OPEN	DESIGN	Recreation Land
		<b>\$ 1,992,975</b>	<b>\$ 337,713</b>	<b>11.13%</b>	<b>\$ -</b>			



# Warrant Committee Report Town of Belmont FY 2021 Budget

June 2020

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## 2019–2020 Warrant Committee Members

*John Alcock*

*Michael Cragg*

*Elizabeth Dionne*

*Christine Doyle (Vice-Chair)*

*Jennifer Fallon*

*Susan Gonzalez (resigned February 2020)*

*Daniel Halston*

*Anne Helgen*

*Andrew Levin (appointed March 2020)*

*Geoffrey Lubien (Secretary)*

*Robert McLaughlin*

*Lynn Peterson Read*

*Paul Rickter*

*Ellen Schreiber*

*Laurie Slap (Chair)*

*Jack Weis*

*Ex officio*

*Michael Crowley (ex-officio, School Committee)*

*Thomas Caputo (ex-officio, Select Board)*

## Report of the Belmont Warrant Committee to Town Meeting June 2020

**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.*

### Overview of FY21 Recommended General Fund Budget

The FY21 recommended General Fund budget is \$132.3 million, which represents a 3.1% increase over last year.<sup>1</sup> The 3.1% increase is driven by the second round of borrowing for the Middle and High School in May 2020, which raises both revenues and expenditures. If not for the \$5.1 million increase in debt service in FY21, the General Fund budget would be 0.8% lower than in FY20.

The COVID-19 outbreak disrupted the traditional budget development process this year. In early February, the Town Administrator and School Superintendent presented initial budget proposals that increased the FY21 budget by 6.4%. Even then, after the increase in additional debt service, the budgets did not provide for "level services"; the town operating budget increased by just \$117,000, with reductions across all departments. The proposed budgets tapped one-time sources of revenue to stretch resources one more year, with the expectation that an override vote would likely be put to the Town in November 2020 to supplement revenues for FY22 and beyond if approved.

Then came the COVID-19 outbreak. The revised FY21 budget recommendation now assumes a potential 25% cut to State Aid, along with lower new growth, fewer building permits, and reductions in other local receipts. Town and school departments have further reduced FY21 expenditures, deferred additional capital expenditures, and drawn more heavily on Free Cash to meet the revised revenue forecast.

In addition, the budget has been prepared amidst uncertainty around how COVID-19 will impact the services and financial condition of the town in FY21 and beyond. How severe will be the economic impacts? How long will they last? What impact will social distancing and further remote interactions have on Town services such as schools, library, Council on Aging, recreation? What additional costs will be incurred? What reimbursement may be available from the federal and state governments, and in what time period, for the Town's COVID-19 related expenditures?

#### **COVID-19 Impact: Reduced Revenue Projections**

FY21 expected revenue is \$5.0 million lower than initial FY21 budget projections presented in February 2020. Although the state legislature is not expected to announce a firm decision about funding for cities and towns until early summer, Belmont's recommended FY21 budget conservatively assumes that State Aid will drop 25% from its FY20 level to \$9.0 million in FY21 (February projections showed State Aid for FY21 at \$12.2million). Other revenue projections have also dimmed since February: for example, new growth is now expected to contribute \$0.50M rather than \$0.92M; and building permits, \$0.80M rather

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<sup>1</sup> 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.

than \$1.04M. Projected excise and meals taxes are also \$0.2M and \$0.12 lower than initially anticipated for FY21.

### **COVID-19 Impact: Reduced Expenditures**

By law, Belmont must operate with a balanced budget. Town and School departments have worked hard to identify expense reductions to meet lower projected revenue in FY21 without reducing employee headcount. The recommended FY21 budget keeps employee FTEs (full-time equivalents) steady, eliminates \$1.02 million in the school budget (from the February proposed increase of \$1.86 million), including 5.8 new FTEs that the School Department planned to hire to address higher enrollment at the middle and high school level, defers \$1.7 million in road improvements, reduces town department salaries and overtime by \$0.5 million, cuts the Recreation budget by \$0.3 million (previously budgeted to operate the Underwood Pool), defers \$0.5 million in discretionary capital projects, and reduces \$0.2 million allocated to health care costs. (See Appendix A for further details.)

### **Use of One-Time Funds**

Even before the COVID-19 outbreak, the recommended FY21 budget drew revenue from one-time sources to preserve Town services. For example, the February budget drew \$1 million more from Free Cash than in FY20 (\$3.4 million compared to \$2.36M), took an additional \$1M from the Light Department for accelerated payment-in-lieu-of taxes (PILOT), and drew down the School Department's Special Education reserves by \$1.7 million. Town Departments deferred overlay expenses (for example, police patrol cruisers, fire suppression turn-out gear, public works fleet equipment and replacement, library computer equipment, and facilities equipment). The revised budget includes an additional \$400,000 in Free Cash, a one-time deferral of \$1.768 million in capital budget road repairs to address revenue shortfalls caused by COVID-19.

As discussed more fully below, the recommended FY21 budget will result in a reduction in town and school services. These service reductions will be much more substantial in FY22 without additional revenue from an operating override. The Financial Task Force II continues its work to analyze Belmont's structural deficit and expects in the next several months to submit its recommendations to the Select Board, including the size an override to put before voters in the coming fiscal year.

### **General Fund Revenues**

Expected and projected revenues are summarized below in Table 1. As with the expenditure figures shown below in Table 2, the largest change from FY20 on the revenue side is the property tax increase related to the second round borrowing for the new Middle-High School (listed in Table 1 as "Debt Exclusion"). COVID-19's impact on projected revenues is dramatic: State Aid is projected to decline 25% in FY21 and new growth (driven by property improvements) revenues are projected to drop by over 50%. Local receipts are projected to fall by \$0.6M.

Table 1 also illustrates how one-time revenue sources support the FY21 budget. In FY20, the Town used a total of \$4.8 million in Free Cash and Stabilization funds to balance the budget. The FY21 budget is the first year since the 2015 override that there will not be stabilization funds used to support the budget as the original three-year override has been stretched to its sixth year. The draw on Free Cash is higher in FY21 (\$3.7M) compared to FY20 (\$2.4M). One time revenue sources such as the \$1 million increase in the Light Department's PILOT payment (included in 'Other Available Funds') and the increase in Free Cash are not expected to be available to address the challenging budgets coming in FY22 and beyond.

**Table 1: FY21 Expected General Fund Revenues vs. FY20 Actual Revenues (\$ million)**

	<b>FY21</b>	<b>FY20</b>	<b>\$ Change</b>	<b>% Change</b>
Total Property Taxes	\$92.23	\$89.25	\$2.98	3.3%
Allowable 2.5% increase	\$2.31	\$2.23	\$0.07	3.3%
New Growth	\$0.50	\$1.08	-\$0.58	-53.7%
Debt Exclusion	\$13.81	\$8.75	\$5.07	57.9%
Local Receipts	\$7.34	\$7.92	-\$0.58	-7.3%
State Aid	\$9.00	\$11.99	-\$3.00	-25.0%
Free Cash	\$3.79	\$2.36	\$1.43	60.7%
General Stabilization Fund	\$0.00	\$2.40	-\$2.40	-100.0%
Other Available Funds*	\$3.33	\$2.33	\$1.00	42.7%
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$132.31</b>	<b>\$128.32</b>	<b>\$3.99</b>	<b>3.1%</b>

\*Other Available Funds' include receipts from reserved parking meters, abatement & exempt overlay, transfer from BMLD PILOT, transfers from water and sewer indirect operating cost, transfers from leftover capital items, transfers from perpetual care fund, transfers from endowment fund.

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

Table 2 compares the recommended FY21 General Fund budget expenditures to corresponding data for FY20. This FY21 budget is as of May 18, 2020 and is subject to minor adjustments before the June Town Meeting.

**Table 2: Summary of FY21 General Fund Budget vs. FY20 (\$ million)**

	<b>FY21</b>	<b>FY20</b>	<b>\$ Change</b>	<b>% Change</b>
Town Operating	\$40.87	\$41.64	-\$0.77	-1.9%
School Operating	\$61.49	\$60.65	\$0.84	1.4%
Capital Budget	\$0.95	\$1.79	-\$0.84	-46.9%
Fixed Costs	\$29.00	\$24.23	\$4.77	19.7%
<b>Total General Fund Budget</b>	<b>\$132.31</b>	<b>\$128.32</b>	<b>\$3.99</b>	<b>3.1%</b>

Note: Data does not include expenses budgeted in Enterprise Funds, trust accounts, or Belmont Light. FY20 data is adjusted budget, not budget as voted by Town Meeting.  
Calculations reflect rounding.

Table 2 indicates that the FY21 General Fund budget is 3.1% higher than the FY20 budget. The bulk of the increase is due to the second round of borrowing for the Belmont Middle-High School: debt service (included in fixed costs) grows from \$8.7 million in FY20 to \$13.8 million in FY21. The General Fund

operating budget is essentially flat, and the discretionary capital budget is cut by almost half to meet an especially tight budget year.

Table 3 breaks out the increases in spending by service area.

**Table 3: FY21 General Fund Budget vs. FY20 by Department or Function (\$ million)**

	<b>FY21</b>	<b>FY20</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Belmont Public Schools</b>	<b>61.49</b>	<b>60.65</b>	<b>0.84</b>	<b>1.4%</b>
<b>Public Services</b>	<b>13.58</b>	<b>14.03</b>	<b>-0.45</b>	<b>-3.2%</b>
Community Development	1.10	1.09	0.01	0.6%
Facilities	4.72	4.69	0.03	0.6%
Recreation	0.75	1.08	-0.32	-29.9%
Public Works	7.01	7.18	-0.16	-2.3%
<b>Public Safety</b>	<b>13.23</b>	<b>13.53</b>	<b>-0.30</b>	<b>-2.2%</b>
Police Department	7.28	7.49	-0.21	-2.8%
Fire Department	5.92	6.01	-0.09	-1.5%
BEMA	0.02	0.02	0.00	0.0%
<b>General Government</b>	<b>4.70</b>	<b>4.63</b>	<b>0.08</b>	<b>1.7%</b>
Town Clerk	0.49	0.47	0.02	4.5%
Town Administration	0.98	0.98	0.00	-0.2%
Human Resources	0.28	0.28	0.00	0.0%
Information Technology	1.04	0.97	0.07	7.3%
Town Accountant	0.40	0.40	0.00	-0.2%
Town Treasurer	0.69	0.70	-0.01	-1.5%
Assessors' Office	0.42	0.42	0.00	-0.3%
<b>Human Services</b>	<b>3.21</b>	<b>3.24</b>	<b>-0.02</b>	<b>-0.7%</b>
Council on Aging	0.40	0.39	0.01	1.6%
Library	2.22	2.25	-0.03	-1.4%
Health Department	0.60	0.59	0.00	0.3%
<b>Insurance</b>	<b>6.14</b>	<b>6.22</b>	<b>-0.08</b>	<b>-1.2%</b>
<b>Operating Budget</b>	<b>102.36</b>	<b>102.29</b>	<b>0.06</b>	<b>0.1%</b>
<b>Capital Budget</b>	<b>0.95</b>	<b>1.79</b>	<b>-0.84</b>	<b>-46.9%</b>
Regional School Assessment	1.72	0.98	0.74	74.8%
Pension Expense*	8.73	8.23	0.50	6.1%
Debt & Interest	15.56	10.35	5.21	50.3%
Other**	2.99	4.67	-1.68	-36.0%
<b>Fixed Costs</b>	<b>29.00</b>	<b>24.23</b>	<b>4.77</b>	<b>19.7%</b>
<b>TOTAL GENERAL FUND BUDGET</b>	<b>132.31</b>	<b>128.32</b>	<b>3.99</b>	<b>3.1%</b>

\* Does not include pension expenses budgeted in Enterprise Funds, Belmont Light, or trust accounts.

\*\* Includes 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. FY20 data is adjusted budget, not budget as voted by Town Meeting. Calculations reflect rounding.

The total FY21 General Fund operating budget, after capital expenditures and fixed costs, increases just \$65,000 or 0.1% above FY20. As shown in Table 2, expenditures in most Town departments decline, and spending in the School Department is up only 1.4%. It is important to note, however, that in addition to the General Fund, the Belmont Public Schools also receive revenue from grants and revolving funds. Table 3A shows that, with grants and revolving funds up 17.5% in FY21, the total School budget rises 3.3% in the coming year.

**Table 3A: FY21 Total Belmont Public School Budget (\$ million)**

<b>Belmont Public Schools</b>	<b>FY21</b>	<b>FY20</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	61.49	60.65	0.84	1.4%
Grants & Revolving Accts	9.80	8.34	1.46	17.5%
<b>TOTAL - ALL SOURCES</b>	<b>71.29</b>	<b>68.99</b>	<b>2.30</b>	<b>3.3%</b>

The FY21 budgeted rise in health insurance is lower than FY20 (3% vs. 8%). Belmont self-insures for healthcare. Recent plan design changes are helping to contain costs. The Town hopes to keep budgeted health insurance cost increases relatively steady at 3-4% per year and maintain a healthy balance in the Town's Health Insurance Trust Fund to weather any volatility.

## Enterprise Funds

Belmont maintains separate Water Enterprise and Sewer Enterprise Funds. The Enterprise Funds receive revenue from rates charged for these services that 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)**

	<b>FY21</b>	<b>FY20</b>	<b>\$ Change</b>	<b>% Change</b>
Water	\$7.70	\$7.10	\$0.60	8.4%
Sewer	\$9.91	\$9.65	\$0.26	2.7%
<b>Total Enterprise Funds</b>	<b>\$17.61</b>	<b>\$16.76</b>	<b>\$0.86</b>	<b>5.1%</b>

Note: Calculations reflect rounding.

### **Risks in the FY21 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.

*Coronavirus.* As of early June 2020, the financial impact of COVID-19 on the delivery of Town services is still unclear for FY21.

*Overall economic impact.* While revenue estimates are made for FY21 using information available as of June 2020, the economy may suffer a deeper and/or more prolonged decline and revenues may be lower than projected.

*Town services.* The School Department is currently developing a series of plans to address opening school in September and/or the need for remote learning should additional COVID-19 outbreaks erupt. Other town departments such as the Library, COA, and Recreation are also developing plans for reopening amidst great uncertainty. Expenditures could exceed budgeted expectations as details on safety precautions and social distancing requirements are released by the state.

*Employee illness.* Given that COVID-19 is highly contagious, any staff who become ill with or exposed to the virus could be quarantined for several weeks, potentially leading to increased overtime costs. This is especially true if multiple employees are exposed at the same time.

*Federal/State reimbursement:* Although the Town will actively seek state and/or federal reimbursement for COVID-19 expenses, the extent of that relief is, at present, unknown.

*Facilities.* As reported in recent years, it has become apparent that Town facilities have not received required maintenance on a timely schedule; and this year, the Town is deferring several capital projects to meet lowered revenue projections. The risk of unanticipated maintenance needs in FY21 is high.

*Free Cash:* In prior years Free Cash has been used to fund unanticipated expenditures (capital equipment, overages in public safety overtime, facilities emergency repairs, etc.). For FY21, the town will begin its fiscal year with Free Cash balances below the recommended guideline, which, in turn will limit flexibility to fund unanticipated needs at a time when budget uncertainty is high. The tight budget in FY21 and financial impact of COVID-19 is likely to affect replenishment of Free Cash from "turnbacks" for future budgets, at a time when the Town is relying more heavily on Free Cash to balance its budgets.

*Healthcare costs.* Belmont self-insures for healthcare. If health insurance costs rise more than the budgeted 3%, the Town Health Insurance Trust Fund would have to cover any overage.

### **Risks in the FY 22 Budget**

Belmont faces an even steeper path to a balanced budget in FY22 than it does in FY21. On the revenue side, the COVID-19 pandemic will likely continue to affect economic activity to an unknown extent, leading to challenges for local receipt revenues and all forms of state aid. The compromised new revenue picture will be exacerbated by the budget gaps created by the use of one-time funding sources in FY 20 and FY21 (Free Cash of \$2.4 and \$3.7M respectively and \$1M PILOT from the Belmont Light Department in FY21, for example). On the expenditure side, all of the Town's union contracts expire in June 2020. Negotiations are underway and cannot be discussed publicly, but compensation represents the bulk of the operating

budget, and the result of negotiations will impact the FY22 budget and beyond. In addition, the Town does not know the “new normal” cost of delivering services (town and education) in a post-pandemic atmosphere.

The two-sided budget pressures drive toward an FY22 budget with significant service cuts in all areas, in the absence of an increase in property taxes via voter approval of an operating override. The size and timing of such an override demands careful consideration and scrutiny. The Financial Task Force II is conducting some of this scrutiny, but the Warrant Committee believes that such an override will be inevitable if quality Town and education services are to be maintained. If a town-wide vote for an override fails, further significant reductions in departmental budgets will likely include cuts in services and FTE cuts.



## Free Cash and Stabilization Fund Update

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

As shown below, Belmont started FY20 with \$8,106,817 in certified Free Cash as of July 1, 2019, compared with \$8,406,183 as of July 1, 2018. The FY21 Budget includes \$3,792,665 in Free Cash to balance the budget. During FY20, Free Cash has also been appropriated to fund OPEB contributions in the FY21 budget (\$50,000), to contribute \$1.5 million to the general stabilization fund, and to make a portion of the final payment on the new fire pumper (\$347,700.)

**Free Cash (FC) Usage (\$ million)**

<b>Fiscal Year</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Certified Free Cash (CFC) as of July 1	\$ 7.14	\$ 5.65	\$ 8.41	\$ 8.11	
<b>CFC Available for FY Appropriation</b>	<b>\$ 7.60</b>	<b>\$ 7.14</b>	<b>\$ 5.65</b>	<b>\$ 8.41</b>	<b>\$ 8.11</b>
<b>Less Amount Appropriated:</b>					
Operating Budget	\$ (1.71)	\$ (2.32)	\$ (1.61)	\$ (2.36)	\$ (3.79)
General Stabilization Fund	\$ (1.10)	\$ (1.00)	\$ -	\$ -	\$ (1.50)
OPEB	\$ (0.32)	\$ (0.35)	\$ (0.47)	\$ (0.55)	\$ (0.05)
Fire Station	\$ -	\$ -	\$ (0.60)	\$ -	\$ -
Fire Pumper	\$ -	\$ -	\$ -	\$ -	\$ (0.35)
Chenery Middle School Modules	\$ -	\$ (1.45)	\$ -	\$ -	\$ -
<b>Net Free Cash after Appropriations</b>	<b>\$ 4.48</b>	<b>\$ 2.01</b>	<b>\$ 2.96</b>	<b>\$ 5.49</b>	<b>\$ 2.42</b>

*Note: Free Cash is certified by the state in the fall after fiscal year end. Once certified, town meeting can appropriate funds from FC for the following year. Net Free Cash represents the amount of Certified Free Cash available to appropriate for that FY less TM appropriations for that FY's budget.*

The \$3.8 million of Free Cash used to support the FY21 General Fund budget is significantly higher than in prior years, and \$1.4 million more than used in FY20, as shown in the table below. FY21 represents the first year since the 2015 override in which stabilization funds are not used to support growth in expenditures. Even before the pandemic, \$3.4 million of Free Cash was earmarked for the FY21 budget. An additional \$0.4 million of Free Cash reserves was added in the revised FY21 budget in anticipation of a loss of state revenues caused by COVID-19. The table below shows the increased reliance on Free Cash to support the budget, as well as the decline in reserves available without stabilization or other outside funds.

**Free Cash (FC) and Reserves as % of General Fund Budget (million)**

<b>Fiscal Year</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
FY General Fund Revenue Budget	\$ 106.33	\$ 110.81	\$ 166.23	\$ 128.32	\$ 132.31
<b>FC Support of FY Budget</b>	<b>\$ 1.71</b>	<b>\$ 2.32</b>	<b>\$ 1.61</b>	<b>\$ 2.36</b>	<b>\$ 3.79</b>
<b>Free Cash Use as % of Budget</b>	<b>1.6%</b>	<b>2.1%</b>	<b>1.0%</b>	<b>1.8%</b>	<b>2.9%</b>
Gen. Stabilization Fund Draw	\$ -	\$ -	\$ 34	\$ 2.62	\$ -
<b>Total Stabilization and FC Usage</b>	<b>\$ 1.71</b>	<b>\$ 2.32</b>	<b>\$ 2.95</b>	<b>\$ 4.98</b>	<b>\$ 3.79</b>
<b>Stabilization and FC as % of Budget</b>	<b>1.6%</b>	<b>2.1%</b>	<b>1.8%</b>	<b>3.9%</b>	<b>2.9%</b>

*Note: Town Meeting appropriated \$1.5 million to the General Stabilization Fund at Fall Town Meeting. The Stabilization balance of \$1.8 million is available to be appropriated to the FY22 budget.*

As shown below, the net balance of Free Cash after current year appropriations will be \$2.4 million, or 1.8% of General Fund revenues. This falls short of the recommended guideline of maintaining Free Cash balances of 3-5% of general fund revenues. This level of Free Cash provides little cushion for unanticipated expenditures at a time in which uncertainty around future needs is high.

**Free Cash (FC) Guideline Calculation (\$million)**

	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>
General Fund Budget Revenues	\$ 106.33	\$ 110.81	\$ 116.23	\$ 128.32	\$ 132.31
Town Free Cash Minimum Guideline*	3%	3%	3%	3%	3%
Minimum Guideline Amount	\$ 3.19	\$ 3.32	\$ 3.49	\$ 3.85	\$ 3.97
Net Free Cash After Appropriations	\$ 4.48	\$ 2.01	\$ 2.96	\$ 5.49	\$ 2.42
\$ Net FC Surplus (Deficit) to Guideline	\$ 1.29	\$ (1.32)	\$ (0.53)	\$ 1.64	\$ (1.55)
<b>% Net FC Guideline Calculation</b>	<b>4.2%</b>	<b>1.8%</b>	<b>2.5%</b>	<b>4.3%</b>	<b>1.8%</b>

*\*The Town's Free Cash Guideline recommends a Free Cash balance of 3-5% of General Fund Revenues.*

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 to fund critical capital needs, such as the Fire Department Pumper and school modules, as well as unanticipated expenses. The current approach, that uses Free Cash to balance the budget and leaves its level below guidelines, is not sustainable beyond FY21. The July 1, 2020 Free Cash balance available to use in the FY22 budget is expected to be affected by lower-than-budgeted expenditures (such as substitutes, crossing guards, etc.) offset by COVID-19 expenses and lower 3rd and 4th quarter local receipts. Aside from Free Cash, other one-time funds available for the FY22 budget include the remaining stabilization balance of \$1.8 million and possible state and federal reimbursements for some of the COVID-19 outlays. However, these sources cannot be expected to fund the deficit created by school enrollment increases, contractual rate increases and deferred expenditures. While some of the COVID-19 outlays may be reimbursable by state and federal funds, the amount available to Belmont and the lag in receipt of these funds is unknown at this time.

## Departmental Highlights

The Warrant Committee has subcommittees that are responsible for analyzing individual departmental budgets and practices. Key highlights for FY21 are outlined below.

### EDUCATION

#### Belmont Public Schools

#### **FY 21 Budget Changes from FY 20**

	<b>FY21</b>	<b>change from FY20</b>	<b>% change</b>	<b>FY 21 FTEs</b>
General Fund Budget	\$61,485,641	\$ 836,190	1.4%	509.69
Total Budget (All Sources)	\$71,285,434	\$2,296,206	3.3%	565.17

- The School Department General Fund budget for FY 21 is \$61,485,641, an increase of \$836,190, or 1.4% from FY 20. Factoring in all revenue sources, including revolving funds and federal and state aid, the FY 21 budget is \$71,285,434, which represents an increase of \$2,296,206, or 3.3%.
- The School Department budget has no budgeted increase in employees (FTEs).
  - The department had originally hoped to add 5.8 FTEs to manage increasing enrollment – consisting of four teachers at the middle school (a half of a teaching team for both Grade 6 and Grade 7) and 1.8 FTEs at the high school (1.0 FTE Science teacher, 0.4 FTE World Language teacher, and 0.4 FTE Social Studies teacher).
  - However, the School Department is able to reallocate funds during the year within budget categories. In prior years, the department has used savings in some budget categories to add unbudgeted staff to address inter-year increases in enrollment and special education needs. The department has been clear that if additional funds are identified, they will add staff to meet the needs and priorities at that time.
- The increase in the General Fund portion of the School Department budget is less than the increase in the total budget because in FY 21 the department plans to rely to a greater extent on previously-accrued state and federal funds to cover \$8.6 million in projected out-of-district special education tuitions.
  - Special education expenses are projected to be \$18.3 million in FY 21, or about 25% of the department's total budget. Out-of-district tuitions account for almost one-half of the total special education expenses.
  - In the past five years, the School Department had the foresight to build a reserve to absorb unfavorable out-of-district tuition variances. The development of this reserve has been due to a combination of the 2015 override, which facilitated a boost in the General Fund allocation towards special education, as well as favorable variances in actual out-of-district tuition expenses. The School Department will be relying more heavily on these previously-accumulated reserve funds to cover projected FY 21 tuitions, thereby reducing the General Fund allocation towards out-of-district tuitions by \$1.3 million from the FY 20 General Fund allocation for this expense category.

### **Impact of Proposed FY 21 Budget on Department Operations**

- Over the last eight years, K-12 enrollment has grown by 733 students (an average of 92 students per year). Enrollment growth in FY 20 was 65 students, below the recent annual average. However, the department believes that enrollment in the 2020-2021 school year may be influenced by the downturn in the economy, which might cause some private school students to enroll instead in the Belmont public schools, a trend that was observed during the last economic recession. In recent years, the increase in enrollment has been particularly acute at the middle school. The department's decision to forego adding two half teams of teachers at the middle school means larger class sizes and larger section sizes for the middle school teaching teams. Middle school class sizes will likely average over 30 students per class and middle school teachers may be responsible for up to 130 students. At those levels, class sizes are at the upper bounds of the School Department and School Committee's established guidelines and are at the maximum levels incorporated into the teachers' collective bargaining agreements. At the high school level, the department's decision to forego adding 1.8 FTE teaching positions will also result in some larger class sizes, too, as well as fewer course selections.
- Special education expenses, and particularly out-of-district tuitions, can be particularly volatile from year to year. Within the past five years, there was one year when out-of-district tuitions exceeded budgeted levels by about \$750,000. Consequently, the School Department believes that it should hold a reserve of at least \$1.0 million to buffer the district from in-year volatility in out-of-district tuition. (That threshold is only about half of the level of reserves that the state suggests that school districts should carry forward each year.) The greater utilization of accrued state and federal grant balances and reserves for out-of-district tuitions in FY 21 leaves a projected reserve cushion of \$1.02 million at the end of FY 21 – essentially at the School Department's minimum floor.

### **Budget Risks in FY 21**

- The COVID-19 pandemic and the resulting impact on the economy have created a number of risks for the School Department and its budget. The FY 21 budget has, in fact, been created without definitively knowing what the 2020-21 school year will look like. The educational environment is certain to be unlike other school years, due to the COVID-19 health crisis. But we don't yet know specifically in what ways it will be different. Many of those unknown differences will have budget implications. For example:
  - The department will incur added costs in re-opening the schools next year while complying with state policies and social distancing norms, as well as preparing for additional school year interruptions in the event of a COVID-19 surge. This will lead to added costs for health and cleaning supplies, the need to acquire additional electronic devices to accommodate remote learning, and potentially increased requirements for staff such as nurses, etc. The School Department will try to mitigate this impact on the FY 21 budget by using excess funds generated in a shortened 2019-20 school year to order and purchase a significant quantity of these supplies and devices.
  - The department may need to provide extra support next school year to students who had challenges in adapting to remote learning during the latter part of the 2019-20 school year, or

who may struggle if the School Department is required to return to remote learning for some or all of next year.

- Teachers and staff may well require additional professional development and support to the extent remote learning is required for some of the upcoming school year.
- Social distancing policies could require that the schools operate on a split-session schedule for some or all of the year. The budgetary impact of such a schedule is presently unknown, although there will presumably be extra costs for services like transportation, cafeteria food service, etc.
- The district may experience higher out-of-district special education tuition expenses next year if remote learning is required for any significant portion of the year and those services that were previously provided within the Belmont school system cannot be adequately provided in a remote learning environment.
- There could well be reductions in FY 21 in the projected revenue the district receives under existing federal and state grant programs for special education, such as the state Circuit Breaker, which could erode the ending reserve balances designed to cushion in-year expense volatility.
- Labor contracts are under negotiation and the outcome of those negotiations could result in labor costs in excess of those that are contained in the FY 21 budget.

### **Outlook for FY 22**

- The 2015 override has provided the School Department with an opportunity to add staff and increase spending in response to the increases in enrollment. Nevertheless, between FY 11 and FY 18, Belmont consistently ranked between 24<sup>th</sup> and 26<sup>th</sup> out of 27 peer group school systems in average spending per pupil. As of FY 18, Belmont's spending per pupil was \$2,249, or 15.8%, below the state average, and \$4,852, or 34.1% below the peer group average. Moreover, the rate of increase in Belmont's per-pupil spending over this period was less than both the state average and the peer group average, meaning that the gap between Belmont's per-pupil spending and that of other districts actually widened over this period. Consequently, even in a year like FY 21, when the overall School Department budget is increasing a modest 3.3%, the inability to keep pace with growing enrollment at the middle school, as an example, and the inability to provide services that other peer districts take for granted, means that any backsliding in service levels (like middle school class sizes) are that much more painful. Moreover, given the lean budgetary base that Belmont's School Department is starting from, there appears to be little cushion to absorb material budget cuts in the future.
- Continued projected growth in overall enrollment, as well as the changing composition of enrollment (particularly the continued growth in English Language Learners) will continue to put pressure on the School Department budget, likely reinforcing the need to hire additional FTEs. Coping with the changes that may well be required as a result of the COVID-19 pandemic may also put additional pressures on the department and increase costs in as-yet unknown ways, but in ways that are essentially non-discretionary.
- The General Fund budget for special education will need to be restored in FY 22 in order to maintain reserves and to protect the town budget from unanticipated negative swings in special education costs.
- Because compensation accounts for about 85% of the School Department's total expenditures, the resolution of the current negotiations with the unions regarding the expiring employee contracts will have a significant impact on the department's budget in FY 22 and beyond.

### Vocational Education

- Belmont is budgeting \$1.7 million in the FY21 budget for vocational education in the Town budget. This budget contains several significant assumptions. First, it assumes that in FY21 approximately 41 students attend the Minuteman. The tuition for these students includes the Base Tuition, a Capital Fee, and a SPED fee (total of these three components is approximately \$32,000 per student).
- Second, the budget assumes that an additional 25 Belmont students attend a vocational school (either at Minuteman (off the waitlist) or in another community (ie Medford, Waltham, etc.)). About 39 Belmont students applied for admission to Minuteman for FY21, 9 were admitted, and 7 new students decided to enroll. The School Department does not yet know whether students who were not admitted to Minuteman will receive spots elsewhere or whether they will accept spots that may be obtained. The budget also assumes that the tuitions for other non-Minuteman schools that freshmen attend are the same as the Base Tuition for the Minuteman. The budget also adds in three buses to transport 25 freshmen to other schools.

## PUBLIC SERVICES (Community Development, Facilities, Recreation, Department of Public Works)

### Community Development

#### **FY21 Budget Changes from FY20**

	<b>FY21</b>	<b>Change from FY20</b>	<b>% Change</b>	<b>FY21FTEs</b>
Total Budget	\$1,097,824	\$6,911	0.6%	10.13

- The total FY21 budget for Community Development is \$1,097,824, an increase of \$6,911 or 0.6% from FY20. There were minor increases from salary contractual agreements for the department but most of these increases were offset by the cuts in overtime, resulting in a relatively flat FY21 budget.
- Reductions in overtime budgets were made across town departments including Community Development to mitigate the expected declines in revenue due to the COVID-19 pandemic. The following are the overtime budget reductions for Community Development which result in a total reduction of \$7,500 or -100%:
  - Engineering Services reduced by \$5,000 or -100%.
  - Building Inspections Services reduced by \$2,500 or -100%.
- Although not directly part of the department's budget, a \$1,768,254 reduction in Capital Roads spending in FY21 will have an impact on the department - nine of the 13 planned roads for reconstruction are now delayed until FY22. Four roads will be reconstructed in FY21 utilizing \$541,000 in Chapter 90 funds from the State.

#### **Impact of Proposed FY21 Budget on Department Operations**

- The reductions in the planned overtime budgets for Community Development will impact several services throughout FY21. The following is a list of those services and the impact to them by budget line item:
  - The overtime budget for Engineering Services is used to cover the cost for oversight and inspection of roadwork that takes place after normal business hours for various reasons such as traffic mitigation and safety. Given that some of these projects will still need to take place in FY21, either compensation in the form of time off will be needed or the Assistant Director will be utilized.
  - Building Inspections overtime is used primarily for after-hours complaint-driven enforcement such as sidewalk snow removal within 24 hours; there will be no enforcement outside normal business hours.
- The cuts in Capital Roads spending by \$1.7 million will mean the delay of nine roads that were scheduled to be reconstructed in FY21. However, Water and Sewer work will still be done on all 13 roads with significant patching needed to maintain the roads that will not be reconstructed for another year. These roads ranked high on the list of town roads for reconstruction and having to wait another year will bring disruption to the residents on these roads. State aid will pay for reconstruction of four roads and some sidewalk work in FY21. Below is a list of the roads that will be reconstructed in FY21 and those that will be delayed until FY22:

<b>FY21</b>	<b>FY22</b>
LOUISE RD	AMELIA ST
BRANCHAUD RD	HILLCREST RD
SCOTT RD	CEDAR RD
PEQUOSSETTE RD	BECKET RD
	FAIRMONT ST
	CLAIREMONT RD
	HIGHLAND RD
	IRVING ST

### **Budget Risks in FY21**

- If further reductions are needed in FY21 due to a larger-than-expected revenue shortfall, then this could put the two open positions in the department at risk: Staff Planner and a second Building Inspector. Both positions are vital in order to meet the increasing demands on the department. The Planning Department provides support to the Select Board and numerous committees on traffic, housing, historic districts, business & economic development, retail marijuana, and other zoning issues. The gap from these vacancies has been absorbed but is not sustainable with the existing level of staff; if not filled the level of service will not be maintained and support for these committees will decline. If a second Building Inspector is not hired zoning enforcement will be limited and the turn around time for inspections will increase.

### **Outlook for FY22**

- Community Development has seen increasing demands from the Town and continues to be more and more involved in the economic and business development of the Town. Even fully staffed, the department is stretched thin. In FY22, if a sizable override is not approved and the department is forced to cut staff, reductions in services will be significant.



## Facilities

### **FY21 Budget Changes from FY20**

	<b>FY21</b>	<b>Change from FY20</b>	<b>% Change</b>	<b>FY21FTEs</b>
Total Budget	\$4,719,583	\$28,295	0.6%	8.0

- The FY21 Facilities Department budget is \$4,719,583, an increase of just \$28,295, or 0.6%, from FY20. Almost 45% of the department's budget is allocated to building maintenance, and a little more than 40% of the budget is directed to utility expenses over which the department has little control.
- Budgeted salary expenses are down \$6,141 (1.1%) in FY21, with a slight 1.1% increase in full-time salaries offset by the elimination of budgeted overtime. Non-salary expenses are up \$34,436 (0.8%), with slight increases in contractual expenses with third-party vendors for repairs and custodial services, as well as an increase in postage to align the FY21 budget with actual FY 19 expenditures. Those increases are partially offset by the elimination of an allowance for equipment purchases in FY21.

### **Impact of Proposed FY21 Budget on Department Operations**

- Departmental staffing and non-salary expenses are essentially unchanged from FY20. However, the department is, and has historically been, short staffed, and it currently lacks important in-house engineering and capital project management expertise. Moreover, there are increased demands being placed on the department. Specifically:
  - Since the hiring of a new Facilities Director a few years ago, the department has made significant strides in transitioning from performing solely reactive maintenance and repair work to active preventative maintenance. However, years of deferred maintenance and the inability to replace systems at the end of their anticipated useful lives has resulted in increasing levels of unplanned repairs.
  - Although the department has significantly improved its responsiveness in recent years to maintenance and repair requests from other Town departments, not surprisingly that has led to a corresponding increase in the number of requests for service.
  - There are currently 27 active or pending capital projects within the town. Overseeing these projects requires significant project management time to prepare the initial specifications, manage the public bidding process, administer the contracts, and oversee the work itself.

### **Budget Risks in FY21**

- Unanticipated capital repair work is unavoidable and is almost always non-discretionary. However, the FY21 budget for in-house and outside vendor repair work, while unchanged from the FY20 budget, is only about two-thirds of the actual level of repair expenses incurred in each year between FY 16 and FY 19. The FY budget also contains no contingency for unanticipated major capital repairs, costs that previously ranged between about \$75,000 and \$250,000 in FY 16

through FY 18. Moreover, there are limited funds in the budget to address identified deferred maintenance needs.

- The COVID-19 pandemic has consumed nearly two FTE's from the department for the latter part of FY20, and it is likely to continue to require significant resources for the foreseeable future. While the impact of COVID-19 on the department's operations in FY21 is not completely clear at this point, dedicating departmental resources to this issue will almost certainly mean that other tasks will have to be deferred or postponed.
- The FY21 departmental budget does not contain any additional funds to manage and maintain the new Police Department headquarters building or the new DPW facility when those buildings come online.

### **Outlook for FY 22**

- As noted above, over the past few years, the department has begun to transition from being purely reactive to being more proactive regarding on-going maintenance and repairs. That said, there are already limited funds in the budget to address previously identified deferred maintenance needs and little cushion to address unanticipated capital repairs. There is simply no slack in the departmental budget to absorb any reduction in the budget in future years without jeopardizing even the current level of upkeep of the town's facilities.

## Recreation Department

### **FY21 Budget Changes from FY20**

	<b>FY21</b>	<b>Change from FY20</b>	<b>% Change</b>	<b>FY21 FTEs</b>
Total Budget	\$753,836	(\$321,305)	-29.9%	10.4

- The Recreation Department budget has changed significantly since FY20 – from \$1,075,141 to \$753,836 – as a result of program cancellations and facility closures due to the COVID-19 pandemic. Most of this reduction has been in part-time salaries of staff who run these programs (e.g. camp counselors, lifeguards, etc.), as well as other costs of running programs (e.g. electricity/water at the pool, supplies for programs, etc.).
- The Recreation Department brings in significant revenue from program fees that offsets the cost of running programs. Revenue for FY20 was unexpectedly negatively impacted as a result of the cancellations of Spring 2020 programs. Revenue for FY21 is projected at \$600,000 – a significant reduction compared to earlier years.
- The Recreation Department’s goal for FY21 is to break even with program revenues and program expenses. If we are required to cancel additional programs, both revenue and expense will be reduced.
- The Select Board made the difficult decision to not open the Underwood Pool for the Summer 2020 season. As the largest share of pool revenue is memberships sold in March-June, most of the revenue impact will fall in FY20. Much of the expense, however, is paid in July-August to part-time staff (e.g. lifeguards), which will positively impact expenses for FY21.
- In FY20, the long-time Recreation Department Supervisor retired and was replaced with an Assistant Recreation Director.

### **Impact of Proposed FY21 Budget on Department Operations**

- The Recreation Department is a service organization that provides opportunities for Belmont children, teens, adults, and seniors to have fun, exercise, learn new skills, and enjoy each other. Despite the changes and uncertainty, the Town remains focused on providing high quality programming that improves the lives of residents.
- The department staff have been working with the Governor’s working group as new guidelines are developed and with their peers in other towns to collaborate on developing best practices for the unfolding COVID-19 situation.
- Most recreation programs will be significantly impacted by the new parameters, and this has required a huge pivot for the department. There will be new protocols regarding group size, reducing interactions between groups, staffing ratios, cleaning protocols, health and safety, and much more.
- The new requirements will necessitate a reduction in the number of participants for each program, an increase in part-time staff to run programs, and likely increases in fees for some programs.

- Some programs will be impossible to run because we cannot provide for the safety of staff and participants, but the department is being very creative and working hard to preserve and create high quality, engaging programming for residents.
- The department's ability to run programs will continue to be hampered by the lack of dedicated facilities – relying on the schools and Beech Street Center for space, where they are also operating under new, difficult, and time-intensive guidelines for safe operation.

#### **Budget Risks in FY21**

- The budget risks for FY21 are very simple – if programs are cancelled, both the revenue and expense for those programs will be eliminated. As a result, the goal for FY21 is for programming changes to have no impact to the bottom line.
- The department is currently budgeting for many of the established programs, while recognizing that state and local guidelines for the fall, winter, and spring programs are very much in flux.

#### **Outlook for FY22**

- The outlook for recreation in FY22 is dependent on the experience over the next year, both at a state and local level.

## Department of Public Works

### **FY21 Budget Changes from FY20**

	<b>FY21</b>	<b>Change from FY20</b>	<b>% Change</b>	<b>FY21 FTEs</b>
General Fund Budget	\$ 7,010,818	(\$164,470)	-2.3%	26.9
Enterprise Budget	<u>\$17,612,510</u>	<u>\$857,462</u>	<u>5.1%</u>	<u>24.3</u>
Total Budget	\$24,623,328	\$692,992	2.9%	51.2

- The total FY21 budget for the DPW is \$24,623,328 an increase of \$692,992 or 2.9% from FY20. The General Fund Budget for DPW operations is down \$164,470 or -2.3% from FY20 at \$7,010,818. The Water and Sewer Enterprise Budget is \$17,612,510, an increase of \$857,462 or 5.1% from FY20 with increases in retained earnings for both that will be applied to operation costs and ongoing infrastructure maintenance and improvements.
- There were increases in the DPW General Fund Budget emanating from contractual agreements such as trash collection and disposal (3.5%) to increasing hours for one position from 35 to 40 and a reclassification of a cemetery position (3.7%). However, these increases were more than offset by cuts in overtime, capital outlay deferrals and reclassifications of some Park Department expenses to the Recreation Department.
- Reduction in overtime budgets were made across town departments, including the DPW, to mitigate the expected declines in revenue due to the COVID-19 pandemic. The following are the overtime budget reductions for the DPW which represent a total reduction of \$114,934 or 74%:
  - Street Maintenance has been reduced by \$52,942 or -63.8%. Partial budget remains for afterhours street painting, road repairs and emergencies such as downed trees.
  - Collection & Disposal has been reduced by \$7,518 or -100%.
  - Parks have been reduced by \$24,388 or -100%.
- As part of initial budget tightening before the COVID-19 pandemic to achieve a balanced budget and one more year without an override, all town departments were requested to defer capital outlays for FY21. The following are the DPW capital deferments, a total reduction of \$79,880 or -100%:
  - Central Fleet Maintenance with a reduction of \$47,385 or -100%.
  - Parks and Facilities Additional Equipment with a reduction of \$14,290 or -100%.
  - Cemetery Replacement Equipment with a reduction of \$18,205 or -100%.
- \$38,000 was reclassified from the Parks overtime budget to the Recreation overtime budget because as of FY20 the Recreation Department is its own department no longer under the DPW. The \$38,000 consists of \$28,000 of overtime for the rink and \$10,000 for the Underwood pool of which \$5,000 has been cut because of the pool closure in 2020.

### **Impact of Proposed FY21 Budget on Department Operations**

- The reductions in the planned overtime budgets for the DPW will impact several services throughout FY21. The following is a list of those services and the impact to them by budget line item:
  - Overtime is budgeted for Street Maintenance to cover the costs of the department providing services for town events throughout the year that occur on weekends or weeknights, such as Town Day, Memorial Day Parade, Cushing Square Fall Festival, Porch Fest, and the Tree Lighting Event in Belmont Center. In order to hold these events, funds will need to be raised privately to cover the cost of DPW services such as trash collection.
  - Street Maintenance overtime budget allows for weekend trash pick-up of town barrels, which will not take place in FY21 with pick-ups only during normal business hours. Watering of plants in town deltas and other common areas will also not take place in FY21. Early morning street sweeping in the business districts of Belmont before businesses open will not take place as well.
  - Reductions in the Collection & Disposal overtime budget will force the cancelation of the Town recycling events such as the cardboard recycling events unless a fee is charged to cover the costs associated with the event.
  - The Parks overtime reduction is somewhat mitigated by the decision to close the Underwood Pool for the summer of 2020 but there could be an impact in the summer of 2021 if the pool is opened. The pool and skating rink are seven-days-a-week operations for testing and maintenance. Replanting fallen trees will no longer take place for those trees that have fallen or have been taken down for safety reasons.
- Other impacts from the budget reductions are the deferral of outlays to replace aging equipment and town vehicles which will add more time and effort to maintain an aging fleet. Also, the DPW will have to perform more road maintenance with more robust patching on these roads where water and sewer line replacement will occur in FY21 but where repaving will not be undertaken due to the \$1.7 million reduction in the Capital Roads spending (see Community Development).

### **Budget Risks in FY21**

- If further reductions are needed in FY21 due to a larger-than-expected revenue shortfall, this could put the open position of a part-time recycling coordinator in doubt. Any further reduction in the DPW budget would require layoffs that would have significant impact on the level of service the department provides to the Town, given how thin the department is already.

### **Outlook for FY22**

- The DPW is a lean operation already facing challenges with limited staff and space, but with increasing demands for more services. This Department is doing a good job of trying to get all the tasks done but does have to shift priorities and delay important infrastructure improvements and maintenance, which results in further deterioration of Town assets. Level funding and more staffing is needed to maintain the status quo. FY21 reductions will be visible with declines in services provided; however, if a sizable override is not approved in FY22, the Department will be forced to cut staff and further reduce services while there is almost nothing left to trim.

## PUBLIC SAFETY (Police, Fire, Emergency Management)

	<u>FY21</u>	<u>Change from FY20</u>	<u>% Change</u>	<u>FTEs</u>
Fire Dept.	\$ 5,921,904	(\$88,315)	-1.5%	55.49
Police Dept.	\$7,284,500	(\$210,256)	-2.8%	71.02
BEMA	\$24,144	\$0	0.0%	Within FD

### **FY21 Budget Changes from FY20**

#### **Fire**

- Salaries are essentially flat (down \$485) and expenses slightly up \$8020 (1.5%)
- Capital outlay is down \$87,850 (deferred expenses for Turnout Gear replacement, EMT replacement equipment, office equipment, and other capital outlay)
- Projected overtime has been reduced by \$25,000 by eliminating upstaffing for storms and coverage at special events
- Budget has been essentially flat for the past several years
- Overtime was lower in FY20 due to 9 hires to fill open positions that reduced the need for overtime. Overtime also lower due to freeze on personal leave use due to COVID-19.
- Small increase in certain expenses (\$15k) due to higher purchases of PPE to address COVID-19. Received small amount (\$14k) of additional revenue from Medicare to offset expenses related to COVID-19.

#### **Police**

- Salaries are essentially flat (down \$441) and expenses down \$4,815 (-.8%)
- Capital outlay is down \$235,000 (deferred expenses for 3 cruisers, office equipment)
- Projected overtime has been reduced by \$25,000 by reducing some crossing guard and patrol services coverage
- Budget has been essentially flat for the past several years; no new positions with the exception of a School Resource Officer (SRO)
- Overtime was lower, in part due to freeze on personal leave use due to COVID-19
- New Chief and Asst. Chief in FY20; Captain position to be filled by Q1 FY21

### **Impact of Proposed FY21 Budget on Department Operations**

#### **Fire**

- Although the budget is down 1.5%, departmental staffing and non-salary expenses are essentially unchanged from FY20. The department expects to be able to maintain its obligations to respond to fire emergencies and service calls.

#### **Police**

- Although the budget is down 2.8%, departmental staffing and non-salary expenses are essentially unchanged from FY20. The department expects to be able to maintain its obligations to respond to the public safety needs of the Town.
- New Chief and Asst. Chief continue to conduct review of all operations into FY21.

## **Budget Risks in FY21**

### **Fire**

- An outbreak of COVID-19 among personnel would adversely affect not only the health and safety of its personnel, but the overtime budget.
- In addition, the department expects overtime will be impacted by higher-than-usual personal leaves in FY21 as staff use of personal leaves was frozen in FY20, in addition to leave earned in FY21.
- Fewer ambulance runs in Q3 and Q4 of FY20 will affect ambulance receipts in FY21 (due to lag in collection -- typically, ambulance receipts lag usage by 60-90 days).
- Due to FY20 reduction to overtime and the department limiting its Q4 expenses, there is expected to be a higher-than-normal turnback of department operating funds in FY20.

### **Police**

- Budget cuts will likely impact other town services (e.g., there is no planned overtime for details at town events). Budget cuts could reduce social service support of vulnerable populations (elderly, people/teens in crisis, domestic violence victims) that could result in increased demands on the department.
- The department expects an increase in crime and social service needs due to economic pressures and higher unemployment resulting from COVID-19.
- An outbreak of the virus among personnel would adversely affect not only the health and safety of its personnel, but the overtime budget. In addition, the department expects overtime will be impacted by higher-than-usual personal leaves in FY21, as staff use of personal leaves was frozen in FY20, in addition to leave earned in FY21; could also see increase in overtime once courts reopen and officers are required to appear for delayed trials, etc.
- Lack of crossing guards still remains an issue for the Town; if school shifts to 2 sessions, this could put a strain on crossing guards and general traffic control.
- Due to FY20 reduction in overtime and the department limiting its Q4 expenses, there is expected to be a higher-than-normal turnback of department operating funds in FY20.

## **Outlook for FY22**

### **Fire**

- Deferred capital outlays (e.g., Turnout gear) will need to be addressed in FY22.
- Continued role in Civil Service system is under consideration

### **Police**

- Deferred capital outlays (e.g., cruisers) will need to be addressed in FY22.
- Continued role in Civil Service system is under consideration



GENERAL GOVERNMENT (Town Clerk, Town Administration, Human Resources, Information Technology, Town Accountant, Town Treasurer, Assessors' Office)

General Government departments are responsible for the administrative, financial, legal, and management functions of the Town.

	FY21	change from FY20	% change	FY21 FTEs
Town Clerk	\$494,701	\$21,128	4.5%	4.5
Town Administration	\$975,806	-\$1,500	-0.2%	5.0
Human Resources	\$284,619	\$0	0.0%	2.75
Information Technology	\$1,037,448	\$70,241	7.3%	5.0
Town Accountant	\$399,718	-\$873	-0.2%	3.6
Town Treasurer	\$694,662	-\$10,324	-1.5%	7.5
Assessors' Office	\$417,586	-\$1,247	-0.3%	4.0
Warrant Committee Reserve	\$400,000	\$0	0.0%	
<b>Total General Government</b>	<b>\$4,704,540</b>	<b>\$77,425</b>	<b>1.7%</b>	<b>32.35</b>

**FY21 Budget Changes from FY20**

The FY21 budgets for all departments are almost uniformly identical to FY20, with the following differences:

- Town Clerk - increase in election expenses due to the Presidential election, which requires more time and labor by the Town Clerk's office
- Information Technology - increase in network support costs to cover continued security on the town network
- Town Clerk - reduction in overtime expenses to help balance the FY21 budget in May 2020

**Impact of Changes**

The Town Clerk's office is a significant point of contact, providing a variety of services to citizens and businesses. The elimination of overtime in the Town Clerk's office will reduce its ability to provide services on a timely basis. This will become particularly evident during the November 2020 election, because overtime has typically been used to ensure that staff are available during normal business hours at the same time that staff have needed to work additional hours while also preparing for the election, registering voters, testing vote tabulators, creating voter lists and scheduling election workers in accordance with the State laws and Regulatory deadlines. Because the election takes precedence over routine business, residents may find the Town Clerk's office periodically closed or understaffed so it can

avoid using overtime. Due to the COVID-19 emergency, the Town Clerk has encouraged voters to vote absentee for upcoming elections, which might help reduce the staffing needed on election days.

### **Risks for FY21**

All seven departments provide basic services we need to operate the town and have operated for years with minimal budget increases and few staffing increases. Meanwhile, the demands on these departments continue to rise. For example, the Accounting Department has had to process invoices relating to multiple ongoing major capital projects; and the Information Technology Department needs to respond to increasing incidents of cyber-attacks. The services that they provide should be considered essential. If any further budget reductions are needed in FY21, cuts to these departments should be considered only as a last resort, because reducing staffing in these areas risks significant legal and/or financial exposure if a problem occurs.

Due to COVID-19, the Massachusetts Legislature is starting to review several bills to expand MA voting by mail and Early Voting for September and November 2020, which will increase significantly every Town Clerk's election labor hours required to process the ballots in compliance with the State election laws.

In addition, the Assessors anticipate that the current state of the economy might lead to a drop in new building permits, which would both slow the need for appraisals and reduce the amount of new growth that we could expect to add to property tax revenues.

### **Outlook for FY22**

Because of the essential services these departments provide and the potential serious risks if their processes break down, any cuts in these departments should only be considered in extreme circumstances. In the event that additional revenues become available, the Information Technology department has for several years requested administrative help, which would allow the staff to focus on their core mission of defending the town from cyber-attacks.

## HUMAN SERVICES (Council on Aging, Health, Library)

	<b>FY21</b>	<b>change from FY20</b>	<b>% change</b>	<b>FTEs</b>
Council on Aging	\$396,236	\$6,125	1.6%	5.6
Library	\$2,221,346	(\$31,423)	-1.4%	24.5
Health	\$596,401	\$1,566	0.3%	5.5
<b>Total Human Services</b>	<b>\$3,213,983</b>	<b>(\$23,732)</b>	<b>0.5%</b>	

Human Services is just that and providing human services under the COVID-19 Guidelines has significantly affected the operations of the three departments. The Beech Street Center and the Library are closed to the public and the Health Department is charged with significantly greater responsibility confronting COVID-19.

### Council on Aging

1. **A summary of the significant changes to the budget from the FY20 budget.** The Council on Aging budget for FY21 is \$396,236, which is a 1.6% increase over FY20. Their program is greatly supplemented by grants, charity funded meals program, donations and contributions, revolving funds and volunteer service. The Council serves approximately 2,000 seniors.

2. **Impact on the changes on operations, particularly in human terms, and how will you operate assuming some continued social distancing.** With COVID-19, the COA operation has changed dramatically, but staff has adapted. The Beech Street Center is closed to the public and much of its staff is working from home. Their Springwell meals program, supplemented by the Arlington-based charity Food Links, is now carried out with approximately one-half of the meals delivered to the homes of seniors and the other half delivered by a “grab and go” hand-off protocol outside of the Beech Street Center.

The fewer medical rides have been replaced by volunteers doing grocery runs for some seniors. Communication has been accomplished by establishing a registration-based robot-call system. A wellness survey of all participants over age 75 has been established and where needed followed up on a weekly basis. Masks have been delivered to those in need.

The COA is now implementing Zoom remote classes in French and knitting, with others soon to follow.

3. **The risks that you see for FY21 given the constrained budget and the anticipated continued social distancing protocol.** The long-standing need for additional social work services has been exacerbated by COVID-19, but with the budget constraints for FY21 and FY22, no relief appears in sight.

4. **Outlook for FY22.** The demand for services for the senior community has increased with the COVID-19 state of emergency which hopefully will have abated by FY22. There is a concern that there will be less availability of public grants and charity contributions as we experience the new normal.

### Library

1. **A summary of the significant changes to the budget from the FY20 budget.** The FY20 Library budget was \$2,252,769. The proposed FY21 Library budget now stands at \$2,221,346. This is a year-over-year decrease of 1.4%.

2. **Impact on the changes on operations, particularly in human terms, and how will you operate assuming some continued social distancing.** The FY21 budget is less than 1% over the Municipal Appropriation Requirement (MAR) set by the MA Board of Library Commissioners (MBLC). The MAR is necessary for certification by the MBLC, which is required for any state and grant funding opportunities,

as well as continued membership in the Minuteman Library Network which allows interlibrary loans, reciprocal borrowing, and free use of other libraries for Belmont patrons. The current outlook for FY22 puts this in jeopardy.

Among necessary reductions those affecting services will include:

- Approx. \$10,500 from the books/new materials line which will mean less ability to buy new books and e-materials. In FY19 the Belmont Library was the 10<sup>th</sup> highest circulating public library in the Commonwealth. Historically there are strong increases in library usage in times of economic downturn. The Library has seen continuing increases in use of e-materials, which often overall tend to have increased costs over hard copy materials. These materials may be in even more demand in time of social distancing.
- Approx. \$15,000 from staffing. The impact of this will be reduced access. The Library will close one hour earlier Monday through Thursday (8 instead of 9 p.m./7 instead of 8 p.m. for the children's room) in November, December, January, and February, and will be closed on Sundays in December, January, and February.
- Approx. \$8,500 from plant operations, including maintenance and utility lines, leaving these areas close to the bone and with no cushion for unforeseen circumstances.

3. **The risks that you see for FY21 given the constrained budget and the anticipated continued social distancing protocol.** There is no specific date for opening the library yet. Social distancing protocols are not finalized but may include closing the stacks, study areas and casual reading areas to patrons. The number of patrons in the building at any time will be limited, and the expectation may be to have patrons pick up wanted material which has been retrieved by staff from the desk and leave. There will be no meetings or in-person programs in the Library.

4. **Outlook for FY22.** As stated in Bullet #2, the FY21 budget is funded at less than 1% above its MAR from the MBLC. Because of the likely constraints of the FY22 budget, the Library department's concern is that it will not be appropriated the needed level of funding in order to retain State Certification. The State advises that the Library budget should be increased about 2.5% each year. If the Library budget is not increased in FY22, then there is a possibility that the Belmont Library Department will lose its State Certification. Being decertified would mean the suspension of Belmont's membership from the Minuteman Library Network. Our citizens would no longer (i) have access to interlibrary loans, (ii) be able to use other Massachusetts libraries, (iii) have access to state aid funds and grant opportunities, and (iv) Belmont would no longer have funding to help offset the usage of the building from out-of-town residents.

## **Health Department**

1. **A summary of the significant changes to the budget from the FY20 budget.** The FY20 Health Department budget was \$594,835. The proposed FY21 budget for the Health Department now stands at \$596,401. This is a year-over-year increase of approximately 0.3%.

2. **Impact on the changes on operations, particularly in human terms, and how will you operate assuming some continued social distancing.** The Health Department has not been instructed to cut staff and will continue with 5.5 full time employees. However, with COVID-19 disruptions, the level budget may not permit the department to keep up with regular tasks such as inspections, which will be needed for reopening. The department will not be able to address the increase in rats with the usual mailings and complimentary inspections. The new COVID-19 responsibilities will make it more difficult to address other routine tasks such as housing complaints and inspections of food establishments, day camps and semi-public pools.

3. **The risks that you see for FY21 given the constrained budget and the anticipated continued social distancing protocol.** There is a risk that there will be higher demand for a Flu Clinic and the department will not have funds to conduct one. Also, Belmont shares its Public Health Nurse, and the demands on this position are likely to increase. The department is looking for ways to reduce the workload of this position.

4. **Outlook for FY22.** Under normal conditions, the Health Department could get by with level funding. However, COVID-19 tracing is a huge undertaking that is labor-intensive and time-intensive. The director and assistant director have been trained in MAVEN Disease Surveillance and Outbreak Management software, which provides some assistance, and the department has been able to utilize school nurses for some of this effort. However, that will end when the school year ends. It may be wise for Belmont to consider instituting a full-time Public Health Nurse.

## Longer-Term Issues

Five issues stand out as long-term challenges for the Town: 1) structural deficit, 2) employee compensation costs, 3) school enrollment growth and special education, 4) capital projects, and 5) unfunded pension and healthcare liabilities. As noted above, the Select Board and Town Administrator launched a second Financial Task Force in FY19 to create a 3-5-year financial plan for the Town to address these challenges.

### Structural Deficit

Expenditures have outpaced revenues for the last several years and the Town has been relying on one-time funds to bridge the gap. Expenditure increases are due to increasing labor costs on both the municipal and school sides, added headcount at the schools to address the continuing increases in enrollment, health care expenditures, and greater non-labor costs such as escalating pension fund payments. With only four passed overrides in the last 33 years and 80% of the Town's revenue coming from property taxes, the Town's operating revenues are not in line with operating expenditures, which has resulted in a structural deficit.

The initial FY21 budget presented pre-COVID-19 included a total of \$3.5 million in reductions across all town departments from a "level service" budget to balance the budget and stave off an operating override until FY22. The current FY21 budget includes \$5 million in additional reductions from the initial budget "level Service" to mitigate the expected declines in revenue due to the COVID-19 pandemic. These reductions in FY21 will be noticeable in many ways. For the schools, lower budget increases will mean larger class sizes and less flexibility to address enrollment and other needs; for the town, lower departmental budgets will mean a reduction in "quality of life" services (such as summer at the pool, community events, library hours, recycling, available service hours, etc.) as well as the deferment of much needed capital expenditures. By pushing these expenditures "down the road," the Town risks higher capital outlays in the future as higher costs and replacements are added to existing planned capital needs. These reductions will also add to an already sizeable financial deficit the Town will face in FY22.

The financial challenges faced in FY21 will be even greater in FY22. The outlook for FY22 already projected a sizable deficit without the \$8.5 million in cuts to level services detailed above. Uncertainty about the economy could further affect revenues and the "new normal" might include ongoing increases in expenditures to maintain health and safety. The reliance on one-time funds is not sustainable and operating revenues must be brought back into alignment with operating expenses. The general stabilization balance and free cash will not be sufficient to bring revenues in line with expected needs. Both town and school departments continue to review revenues and expenditures, but at this point a balanced budget in FY22 is not possible without a sizeable override. If an override is not passed by the voters there will be a reduction in workforce and corresponding significant declines in services from the Town and the Schools.

The Financial Task Force II has taken on the challenges for FY22 and beyond with strong collaboration of the Town Administrator, School Superintendent, School Committee, Warrant Committee, Capital Budget Committee and Select Board to determine the best solutions for FY22 and beyond with clear and transparent communications about the path forward to Town voters.

## Compensation Costs

Employee compensation represents over 65% of Belmont’s operating budget. Many municipal and school employees are unionized, with contracts that typically last three years. Negotiations began during FY20 for contracts that 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. At this time, it is unknown how the COVID-19 pandemic will impact these negotiations as they continue over the summer and into the fall. Another complication added to the process is the FY22 budget and the sizable fiscal deficit facing the Town and Schools. 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.

## 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. Total enrollment over the nine-year period from October 1, 2010 through October 1, 2019 has increased by 756 students, or almost 20%, and growth has been pervasive across all three levels of the system – elementary, middle, and high school.

Special Education (SPED) and English Language Learner (ELL) enrollment, which require mandated and costly services, are growing rapidly as well. While the overall growth in SPED students has largely mirrored the growth in the total student population, that still represents a 20% total increase. ELL students have almost quadrupled over the last nine years and currently account for about 9% of the total school population, almost triple the percentage from nine years ago. The School Department has been largely able to insulate the General Fund budget from unanticipated in-year and year-over-year variances in the largest and most volatile of the special education expenses – out-of-district tuitions – through management of reimbursements from federal grants, the state Circuit Breaker fund, and other outside funding sources. Nonetheless, if the number and percentage of students requiring SPED and ELL services continues to rise, there will be a higher proportional impact on the General Fund budget.

## 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 balancing the FY21 operating budget in the face of the town’s widening structural budget gap and shrinking resources due to the COVID-19 pandemic has called for the diverting of \$2,700,000 for capital investments, leaving the CBC with just under \$1,000,000 to allocate. Funds diverted include \$1,800,000 for road construction, \$350,000 from department budgets for needed equipment, and \$525,000 from the discretionary capital funding. The infrastructure up-grades, equipment and vehicles which would have been supported by these dollars are all necessary and will have to be funded. Deferring these projects will make the significant budget gap looming for FY22 even larger.

Even without the challenges of funding the FY21 budget the town has not had adequate resources to keep up with its necessary capital investment needs. \$3,000,000 has been identified as the appropriate level for the annual capital discretionary fund. The last override made \$225,000 available annually for sidewalk repair. The professional staff project that investment annually of \$1,000,000 would be necessary to repair and keep sidewalks in good condition. It will be a challenge to bring support for capital investments to an appropriate level to maintain our infrastructure and roughly 1,000,000 square feet of physical plant.

The significant building projects which have been approved by the voters have moved forward despite the difficult circumstances. Construction of the 7-12 Middle and High School remains on schedule. The up-grade of the DPW facilities is complete, and the renovated Police Department is planned to open in December, 2020 or early January, 2021.

The great challenge in planning major capital projects is finding solutions that minimize the tax burden. The stages of design development for the Community Path are being funded through the Community Preservation Committee, with construction to be funded largely by state and/or federal sources. The Select Board is reviewing a proposal for a public/private partnership to develop a new skating rink. Plans for a new Library are on hold due to the economic circumstances - understanding the financial implications of delaying this project and continuing to maintain the current building will be important as we review capital challenges.

The Warrant Committee supports and will have a representative on the newly formed Long-Term Capital Planning Committee charged with “assisting the Town Administrator in the preparation and an annual review of a long-term capital improvement program. The Committee makes recommendations on long term capital expenditure requests from the Town boards and departments.” Specific objectives have been developed to meet this purpose.

## Pension, OPEB and Debt Liabilities

Pension contributions, OPEB contributions, and debt service together are budgeted at over \$24 million in FY21 and together comprise 18% of the FY21 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 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 (“Retirement Board”) and is 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. This report will be delivered to the Retirement Board in about



August 2020. The Warrant Committee assumes that this report will incorporate economic, fiscal, and investment impacts of the COVID-19 crisis.

For FY21, the pension cost increased 5.8%, or \$587,000, to \$10.8 million for all components (General Fund, non-teaching School Department, Enterprises, Housing Trust, Belmont Light). This compares to \$10.2 million in FY20 for all Town components. Of the \$10.8 million, the FY21 pension cost for the Town General Fund and the non-teaching School Department is \$8,728,097, which is about 6.6% of the non-enterprise fund Town budget in FY21. The chart below presents the total pension contribution in FY20 and FY21, along with detail about some components of the pension funding requirement. For example, about \$2 million of the FY21 \$10.8 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 \$8.8 million is the required contribution for the amortization of pension obligations earned by prior employees (the so-called "Amortization of Remaining Unfunded Liability").

The current total unfunded liability for the Retirement System is \$82 million, meaning the Retirement System is about 56% 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 scheduled full funding date of June 30, 2029. If the Town proposes any changes to the funding schedule in the future, such a proposal would require the review and approval of the Belmont Retirement Board, the Belmont Select Board, and the State's PERAC (Public Employee Retirement Administration Commission).

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**

<b>June30</b>	<b>Employer Normal Cost</b>	<b>Amort of ERI &amp; Unfunded Liability</b>	<b>Total Actuarial Contribution</b>	<b>% from Year</b>	<b>Change Prior</b>
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. 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, 2020. It should be noted that the Retirement Board operates on a calendar fiscal year.

	<b>Assumed Return for Actuarial Asset Valuation</b>	<b>Actual Return for Actuarial Valuation</b>	<b>Market Rate of Return for Market Asset Valuation</b>
2016	7.50%	7.76%	8.89%
2017	7.50%	8.42%	14.50%
2018	7.40%	N/A	-2.68%
2019	7.40%		16.4%

As of December 31, 2018, the Retirement System served 348 retirees and their related beneficiaries. At that time, there were 460 active participants (employees) in the System. There were 230 inactive participants. (These inactive participants consist mainly of participants entitled to a return of their employee contributions and also a few 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 1.26X as of December 31, 2018.

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 funding schedule was revised modestly in conjunction with the completion of the actuarial report January 1, 2018. 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 light of the COVID-19 crisis, the Warrant Committee suggests that the Town open a discussion with the Retirement Board and the Select Board as to whether any alteration to the current pension funding schedule would be advisable. To this end, the Warrant Committee suggests that the Town engage the actuary to prepare analyses of the pension liability under various assumptions. The Warrant Committee

does not have a recommendation or perspective on such an alteration;; but believes that analysis is necessary to help inform a discussion.

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 with healthcare and life insurance benefits upon retirement. These OPEB benefits are managed and overseen by the Town and not by the Belmont Retirement Board. There is no state oversight agency such as PERAC monitoring the status of compliance with OPEB funding.

The Town pays 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 FY21, the Town estimates that it will fund Town-only retiree healthcare costs of \$1,695,492. 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 FY21 are \$1,868,516.

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 June 30, 2019 and was presented to the Town on April 22, 2020. The report was completed prior to the national and state emergency declarations related to COVID-19 and the report’s results do not reflect any changes in economic activity or investment performance stemming from the COVID-19 crisis.

As of June 30, 2019, the Town’s unfunded OPEB liability was \$95,366,808. This unfunded liability is higher than the unfunded liability of \$89,852,077 as of the prior report dated June 30, 2017. The liability increase is the net result of several factors including: updated healthcare cost experience, updated teacher mortality assumptions, changes in federal tax treatment of high cost healthcare plans, the alteration of the Town’s plan design, and updated Medicare enrollment and marriage assumptions. Despite the increase, the unfunded liability is still substantially lower than the \$186 million unfunded liability from the report of June 30, 2015.

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 \$4.4 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 FY21, the Town proposes to allocate \$50,000 from Free Cash into the OPEB Trust to contribute toward the Town's portion of the unfunded OPEB liability. (Prior to the COVID-19 crisis, the Town had planned to allocate at least \$250,000 toward the unfunded liability.) This lower contribution is the minimum contribution permitted under the Town's OPEB funding policy and would be significantly lower than the Town's FY20 contribution of \$552,695. 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 \$3,564,008 (\$1,695,492 + \$1,868,516) and the \$50,000 from Free Cash to be transferred to the OPEB Trust, the Town is allocating about \$3.6 million toward OPEB in FY21, about 11% less than in FY20. As mentioned earlier, this does not consider the enterprise retiree healthcare costs.

At a larger policy level, and prior to the COVID-19 crisis, the Town had been operating on a long-term plan that assumed the contributions to the OPEB Trust would continue in the FY20 range. At this point the Town has only altered its FY21 contribution; no decisions have been made about changes to future years' contributions to the unfunded OPEB liability. The current plan calls for the contributions to 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 substantial contributions to the OPEB Trust projected for FY2030 would need to continue until FY2043 in order to fully fund the projected OPEB requirements.

The Warrant Committee believes that the Town might need to review its OPEB strategy in the context of broader revisions it may consider making in response to the economic and fiscal implications of the COVID-19 crisis. 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's General Fund budget includes \$15,487,810 for debt service in FY21, up 150% and \$5,210,503 from the FY20 debt service level of \$10,277,307. This does not consider the debt service of the Light, Sewer, and Water enterprises (see below). Debt service will comprise about 12% of the Town budget in FY21, up from 8% of the budget in FY20. This significant increase is due to the issue of an additional \$100 million in new debt in May 2020 to complete the funding of the construction of the new Belmont Middle and High School. (As a reminder, the Town issued the first \$100 million in debt for the new high school in March 2019 and debt service for that debt was layered onto the budget in FY20. About 89% of the Town's debt service relates to debt exclusion votes; such debt is "serviced" by taxes raised through project-specific debt exclusions approved by votes to pay for capital needs

About 11% 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, under the Proposition 2.5% cap. Additional debt service in the FY21 budget that is not subject to a debt exclusion vote is \$196,000 (on \$3.5 million of debt) related to the improvements at the Police Station and the Department of Public Works facilities. This \$3.5 million in debt was issued at the same time as the second \$100 million for the high school in May 2020.

In May 2020, in connection with the issuance of the second \$100 million for the new high school, the Town's Aaa/AAA ratings from Moody's and Standard & Poor's were reaffirmed. There was robust demand for Belmont's 30-year bonds, leading to an overall interest rate of about 2.18% on the new debt.

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. We regret that we are unable this year to provide the usual detailed analysis of the budget due to the prolonged efforts this spring to balance the budget in the face of COVID-19's damaging impact on the economy. The Chair of the Warrant Committee takes responsibility for the content of this report. 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](mailto:warrcommpublic@belmont-ma.gov).

## Appendix

### A. Impact of post-COVID-19 anticipated revenue reductions – FY21 – Town Depts

<b>Expenditure Reduction</b>	<b>Department</b>	<b>Impact</b>	<b>Amount</b>
Salary Adjustment			
	Town Services	0% Cola for all non-union employees	\$255,095
Roads			
	Community Development	The following Roads that were planned for paving will not be completed: Amelia St, Hillcrest Rd, Cedar Rd, Becket Rd, Fairmont St, Clairemont Rd, Highland Rd, Creeley Rd, Irving St.	\$1,768,254
Town Overtime/staff			
	Town Clerk	Impact to office hours. Office will need to be closed at times during elections and town meeting. Delays in response during town meeting and during elections	\$30,850
	Community Development	Night and Weekend Violation Inspection eliminated. Paving Inspection beyond office hours eliminated	\$7,500
	DPW Street Maint.	Planned overtime for town events, reduction of trash collection at parks on weekends, hazards waste events, street painting.	\$52,942
	DPW Collection	Elimination/Reduction in cardboard events.	\$7,518
	DPW Parks	Reduction of overtime for planned town events, elimination of summer help support	\$24,388
	Facilities	Impacts the ability to respond to off hour emergencies including snow and ice management	\$12,000
	Health	Animal Control Officer overtime, elimination of emergency response outside of scheduled hours	\$1,750
	COA	Reduction of overtime to support off hour Council on Aging Events	\$800

	Fire	Reduction in upstaffing for storms, elimination of overtime for special events and training	\$25,000
	Police	Reduction in filling crossing guard openings, reduction in patrol services, i.e. less traffic enforcement	\$25,000
Pension Contribution			
	Sewer	One-time adjustment to align indirect costs	\$437,059
Capital Projects			
	Capital Budget Committee	\$2.2 million worth of projects were proposed for FY21, but only \$950,000 are included in the recommended budget. This reduction will further defer these needed capital items.	\$525,000
Library Reductions			
	Library	These reductions will require a cut in open hours, a cut in personnel who serve during those hours, cuts to the book budget, maintenance budget, and heating costs, among other utilities.	\$60,559
Program Reduction			
	Recreation	Closing of the pool, elimination of part-time seasonal staff, reduction in programming	\$300,000
Capital Outlay			
	Police	One-time deferral of police cruisers replacement, equipment needs	\$235,000
	Fire	One-time deferral of turnout gear replacement, minor capital to address equipment replacement needs	\$87,850
	DPW	One-time deferral of minor capital to address vehicle and equipment needs i.e. tires, engine parts, tools	\$47,385
	Facilities	One-time deferral of minor capital to address miscellaneous equipment, i.e. snowblowers, floor scrubbers, etc..	\$25,000
	Library	One-time deferral of capital to restock, replenish books and licenses	\$12,500
Health Insurance			
	Town Depts	3% instead of 4% increase in health insurance premiums	\$49,206

B. Impact of post-COVID-19 anticipated revenue reductions – FY21 -School Dept.

**BELMONT PUBLIC SCHOOLS**  
**POSSIBLE FY21 BUDGET REDUCTIONS**

5/14/2020 DRAFT

DESCRIPTION	POSITION	SCHOOL	CONTENT AREA	FTE	\$
Change in FY21 Budgeted Health Insurance premium increase (3% instead of 4%)					169,493
Curriculum materials					20,000
Texts/Materials/Supplies					20,000
District-wide, Central Office supplies					20,000
Custodial Overtime - potential decrease in need in the event of on-going intermittent closures					20,000
Substitutes - potential decrease in need in the event of on-going intermittent closures					80,000
FY21 Budgeted additional FTE	Teacher	BHS	Science Teacher	1.00	68,966
Estimated health insurance for budgeted position					15,000
FY21 Budgeted additional FTE	Teacher	BHS	World Language Teacher	0.40	27,586
Estimated health insurance for budgeted position					7,500
FY21 Budgeted additional FTE	Teacher	BHS	Social Studies	0.40	27,586
Estimated health insurance for budgeted position					7,500
FY21 Budgeted additional FTE	Teacher	CMS	1/2 Team - Grade 7	1.00	68,966
Estimated health insurance for budgeted position					15,000
FY21 Budgeted additional FTE	Teacher	CMS	1/2 Team - Grade 7	1.00	68,966
Estimated health insurance for budgeted position					15,000
FY21 Budgeted additional FTE	Teacher	CMS	1/2 Team - Grade 6	1.00	68,966
Estimated health insurance for budgeted position					15,000
FY21 Budgeted additional FTE	Teacher	CMS	1/2 Team - Grade 6	1.00	68,966
Estimated health insurance for budgeted position					15,000
Other salary adjustments - TBD					201,307

**Total**

**5.80 1,020,800**



### C. Education: The General Fund Budget by Program Category

Program Category	Budget \$			FTEs	
	FY 20	FY 21	% chg.	FY 20	FY 21
Regular Instruction <sup>1</sup>	23,519,343	23,684,458	0.7%	259.31	251.57
Special Instruction <sup>2</sup>	15,917,237	15,310,930	(3.8%)	130.48	141.45
Student & Instructional Services <sup>3</sup>	7,162,913	7,253,809	1.3%	53.75	52.90
Operations <sup>4</sup>	1,156,850	1,153,526	(0.3%)	19.30	19.30
Leadership & Administration <sup>5</sup>	3,752,157	3,859,099	2.9%	43.57	44.46
Allowances & Benefits <sup>6</sup>	9,140,951	10,223,819	11.8%	0.0	0.0
<b>TOTAL</b>	<b>60,649,451</b>	<b>61,485,641</b>	<b>1.4%</b>	<b>506.41</b>	<b>509.69</b>

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.

#### D. Education: Grants and Revolving Funds by Program Category

Program Category	<u>Budget \$</u>		% Other Funds	<u>Change from FY 20</u>	
	Total FY 21 Budget	Other Funds		\$	%
Regular Instruction	25,124,694	1,440,236	5.7%	83,364	6.1%
Special Instruction	20,257,506	4,946,576	24.4%	965,091	24.2%
Student & Instructional Services	10,391,715	3,137,906	30.2%	305,043	10.8%
Operations	1,400,856	247,330	17.7%	107,330	76.7%
Leadership & Administration	3,886,844	27,745	0.7%	(812)	(2.8%)
Allowances & Benefits	10,223,819	---	---	---	---
<b>TOTAL</b>	<b>71,285,434</b>	<b>9,799,793</b>	<b>13.7%</b>	<b>1,460,016</b>	<b>17.5%</b>

## E. Education: Out-of-District Tuition Expenses by Type and Funding Source

	<b>FY 17 Actual</b>	<b>FY 18 Actual</b>	<b>FY 19 Actual</b>	<b>FY 20 Budget</b>	<b>FY 21 Budget</b>
<u>OOD Tuition Expenses:</u>					
Private Tuitions	3,339,005	3,833,705	3,687,253	4,568,336	4,634,460
LABBB Collaborative	3,499,932	3,598,224	3,446,688	3,976,749	3,510,954
Out-of-State Tuitions	---	135,817	239,801	258,630	276,734
Other In-State Tuitions	35,890	38,739	144,641	137,807	147,453
Total OOD Tuitions	6,874,827	7,606,485	7,518,383	8,941,522	8,569,601
<u>Funding Sources:</u>					
General Fund	5,016,175	4,778,593	5,113,096	5,266,488	3,935,141
MA State Circuit Breaker	905,051	1,663,453	1,314,789	2,329,816	2,735,873
Federal IDEA Grants	953,601	1,010,435	808,340	1,016,032	1,898,587
LABBB Prior-Year Credits	---	154,004	282,158	329,186	---
Total Funding Sources	6,874,827	7,606,485	7,518,383	8,941,522	8,569,601

## F. Education: Out-of-District Tuition Reserve Balances by Funding Source

	<b>FY 17 Actual</b>	<b>FY 18 Actual</b>	<b>FY 19 Actual</b>	<b>FY 20 Budget<sup>1</sup></b>	<b>FY 21 Budget</b>
<b>Federal IDEA Grants:</b>					
Beginning Balance <sup>2</sup>	11,709	31,115	46,544	261,491	930,268
Current Year Allocation	941,892	979,320	1,023,287	968,319	968,319
Current Year Expenditures	(953,601)	(1,010,435)	(808,340)	(299,542)	(1,898,587)
Ending/Carry-Forward Balance	---	---	261,491	930,268	---
<b>State Circuit Breaker:</b>					
Beginning Balance	324,629	1,107,242	1,134,055	1,840,301	1,822,990
Current Year Allocation	1,687,664	1,690,266	2,021,035	1,822,990	1,936,883
Current Year Expenditures	(905,051)	(1,663,453)	(1,314,789)	(1,840,301)	(2,735,873)
Ending/Carry-Forward Balance	1,107,242	1,134,055	1,840,301	1,822,990	1,024,000
<b>LABBB Credits:</b>					
Beginning Balance	152,535	435,823	281,819	175,227	---
New Credits	283,288	---	175,566	445,244	---
Credits Used	---	(154,004)	(282,158)	(620,471)	---
Ending/Carry-Forward Balance	435,823	281,819	175,227	---	---
<b>Combined Carry-Forward Balance</b>	<b>1,543,065</b>	<b>1,415,874</b>	<b>2,277,019</b>	<b>2,753,258</b>	<b>1,024,000</b>

1. The "Current Year Expenditures" and "Credits Used" numbers for all three sources are based on re-forecasted estimates, not the original budget. The original FY 20 budget projected \$8,941,522 in total out-of-district tuitions. The re-forecasted budget projects \$8,026,802 of total tuitions, or \$914,720 less. The combined projected current year expenditures using these three sources is consequently \$914,720 less than the projected expenditures contained in the approved FY 20 budget shown in the previous table.
2. The "Beginning Balance" for any one year might not equal the "Ending/Carry-Forward Balance" from the prior year for two reasons. First, a small portion of the IDEA grant is allocated to professional development. If there are unspent professional development monies at the end of a year, those are often reallocated towards out-of-district tuition expenses the following year. Second, from time to time, school districts can receive a subsequent small increase in their current year or prior year IDEA grant award.

TOWN OF BELMONT  
FY21 REVENUE SUMMARY REPORT

ACCOUNTS FOR:  
General Fund

	2016 ACTUALS		2017 ACTUALS		2018 ACTUALS		2019 ACTUALS		2020 RECAP		2021 REVENUES	
PROPERTY TAXES	\$	80,205,746	\$	84,713,361	\$	87,839,609	\$	92,114,457	\$	101,308,400	\$	108,846,700
ALS (EXP & REV)	\$	835,459	\$	780,705	\$	813,346	\$	833,302	\$	820,000	\$	820,000
CHERRY SHEET	\$	8,915,073	\$	9,375,124	\$	10,136,506	\$	11,467,096	\$	11,994,553	\$	8,995,915
DEPT REVENUE CEMETER	\$	92,654	\$	125,172	\$	105,940	\$	104,385	\$	100,000	\$	101,000
OTHER DEPT REVENUE	\$	209,311	\$	217,646	\$	242,819	\$	259,031	\$	171,364	\$	163,523
DEPT REV RECREATION	\$	978,049	\$	1,000,565	\$	1,016,376	\$	1,070,388	\$	800,000	\$	600,000
EARNINGS ON INVEST	\$	305,474	\$	326,166	\$	466,473	\$	1,156,358	\$	250,000	\$	250,000
FEES	\$	177,504	\$	162,313	\$	219,997	\$	198,163	\$	187,820	\$	187,820
FINES	\$	186,311	\$	202,165	\$	235,091	\$	254,803	\$	237,734	\$	239,780
ADDED INT & COSTS	\$	295,849	\$	213,158	\$	345,150	\$	378,529	\$	330,000	\$	330,000
LICENSES & PERMITS	\$	1,406,559	\$	1,167,214	\$	1,562,711	\$	1,345,630	\$	1,281,423	\$	1,027,798
LIEU OF TAXES	\$	55,059	\$	49,513	\$	42,002	\$	9,140	\$	36,000	\$	36,000
MOTOR VEHICLE EXCISE	\$	3,378,163	\$	3,459,382	\$	3,540,003	\$	3,703,726	\$	3,454,255	\$	3,454,255
MEALS TAXES	\$	215,740	\$	215,828	\$	236,085	\$	250,949	\$	229,279	\$	111,933
RENTALS INCOME	\$	28,295	\$	14,450	\$	28,309	\$	17,308	\$	17,500	\$	17,500

TOWN OF BELMONT  
FY21 REVENUE SUMMARY REPORT

ACCOUNTS FOR:	2016		2017		2018		2019		2020		2021	
General Fund	ACTUALS		ACTUALS		ACTUALS		ACTUALS		RECAP		REVENUES	
OTHER AVAILABLE FUNDS	\$	3,318,810	\$	4,362,042	\$	3,822,471	\$	5,016,881	\$	7,097,761	\$	7,125,665
<b>GRAND TOTAL</b>	<b>\$</b>	<b>100,604,056</b>	<b>\$</b>	<b>106,384,804</b>	<b>\$</b>	<b>110,652,888</b>	<b>\$</b>	<b>118,180,146</b>	<b>\$</b>	<b>128,316,089</b>	<b>\$</b>	<b>132,307,889</b>

TOWN OF BELMONT  
FY21 EXPENDITURE SUMMARY REPORT

ACCOUNTS FOR:  
General Fund

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 ACTUALS	2020 ADJ. BUDGET	2021 DEPT. REQ.	2021 TA RECOMM
<b>AS Assessors Office</b>							
Assessors Salary	\$ 262,175	\$ 257,059	\$ 297,782	\$ 272,247	\$ 282,833	\$ 281,586	\$ 281,586
Assessors Expense	\$ 107,589	\$ 87,598	\$ 100,927	\$ 94,508	\$ 136,000	\$ 136,000	\$ 136,000
<b>Assessors Office</b>	<b>\$ 369,764</b>	<b>\$ 344,657</b>	<b>\$ 398,709</b>	<b>\$ 366,755</b>	<b>\$ 418,833</b>	<b>\$ 417,586</b>	<b>\$ 417,586</b>
<b>CA Council on Aging</b>							
Council on Aging Salary	\$ 355,705	\$ 351,526	\$ 369,442	\$ 340,822	\$ 353,436	\$ 359,192	\$ 359,461
Council on Aging Expense	\$ 22,926	\$ 28,336	\$ 30,570	\$ 26,316	\$ 36,675	\$ 36,675	\$ 36,675
<b>Council on Aging</b>	<b>\$ 378,631</b>	<b>\$ 379,862</b>	<b>\$ 400,012</b>	<b>\$ 367,138</b>	<b>\$ 390,111</b>	<b>\$ 395,867</b>	<b>\$ 396,136</b>
<b>CD Community Development</b>							
Planning Salary	\$ 144,159	\$ 192,237	\$ 241,897	\$ 228,838	\$ 234,797	\$ 237,974	\$ 236,959
Planning Expense	\$ 10,402	\$ 10,606	\$ 26,970	\$ 17,086	\$ 30,050	\$ 30,150	\$ 30,150
Community Development Salary	\$ 330,689	\$ 340,674	\$ 358,262	\$ 333,181	\$ 341,439	\$ 344,852	\$ 342,189
Community Development Expense	\$ 25,053	\$ 31,312	\$ 27,736	\$ 29,440	\$ 34,130	\$ 34,130	\$ 34,130
Building Inspection Salary	\$ 181,391	\$ 162,798	\$ 214,200	\$ 192,218	\$ 206,033	\$ 207,930	\$ 205,430
Building Inspection Expense	\$ 89,111	\$ 92,887	\$ 101,799	\$ 112,654	\$ 119,040	\$ 125,470	\$ 125,470
Engineering Services Salary	\$ 113,557	\$ 93,952	\$ 104,954	\$ 99,462	\$ 114,385	\$ 117,456	\$ 112,456
Engineering Services Expense	\$ 135	\$ 7,841	\$ 8,040	\$ 7,397	\$ 11,040	\$ 11,040	\$ 11,040
<b>Community Development</b>	<b>\$ 894,497</b>	<b>\$ 932,307</b>	<b>\$ 1,083,858</b>	<b>\$ 1,020,276</b>	<b>\$ 1,090,914</b>	<b>\$ 1,109,002</b>	<b>\$ 1,097,824</b>
<b>EM Emergency Management</b>							
BEMA Salary	\$ 12,859	\$ 13,090	\$ 12,447	\$ 13,981	\$ 16,200	\$ 16,200	\$ 16,200
BEMA Expense	\$ 9,385	\$ 6,687	\$ 4,858	\$ 9,144	\$ 7,944	\$ 7,944	\$ 7,944
<b>Emergency Management</b>	<b>\$ 22,244</b>	<b>\$ 19,777</b>	<b>\$ 17,305</b>	<b>\$ 23,125</b>	<b>\$ 24,144</b>	<b>\$ 24,144</b>	<b>\$ 24,144</b>

TOWN OF BELMONT  
FY21 EXPENDITURE SUMMARY REPORT

ACCOUNTS FOR:

General Fund

**FA Finance & Accounting**

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 ACTUALS	2020 ADJ. BUDGET	2021 DEPT. REQ.	2021 TA RECOMM
<b>Accounting Warr Com Reserve</b>	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ 400,000
Town Accountant Salary	\$ 313,543	\$ 299,315	\$ 307,965	\$ 286,939	\$ 293,291	\$ 293,291	\$ 293,518
Town Accountant Expense	\$ 67,418	\$ 96,050	\$ 83,974	\$ 84,505	\$ 107,300	\$ 106,200	\$ 106,200
<b>Finance &amp; Accounting</b>	<b>\$ 380,961</b>	<b>\$ 395,365</b>	<b>\$ 391,939</b>	<b>\$ 371,444</b>	<b>\$ 400,591</b>	<b>\$ 399,491</b>	<b>\$ 399,718</b>

Retirement and Pension	\$ 6,500,731	\$ 6,957,151	\$ 7,345,620	\$ 7,878,787	\$ 8,227,468	\$ 8,675,500	\$ 8,728,097
Unemployment Comp	\$ 13,646	\$ 51,805	\$ 29,265	\$ 18,379	\$ 40,000	\$ 40,000	\$ 40,000
Health Insurance	\$ 1,243,722	\$ 1,179,070	\$ 1,437,023	\$ 2,131,188	\$ 5,170,873	\$ 5,435,615	\$ 5,068,386
Life Insurance	\$ 14,246	\$ 11,483	\$ 12,509	\$ 19,425	\$ 19,425	\$ 19,425	\$ 19,425
Medicare Insurance S	\$ (63,292)	\$ (49,914)	\$ (54,457)	\$ (52,253)	\$ 308,198	\$ 315,902	\$ 315,902
<b>Insurance and Benefits</b>	<b>\$ 7,709,053</b>	<b>\$ 8,149,595</b>	<b>\$ 8,769,960</b>	<b>\$ 9,995,526</b>	<b>\$ 13,765,964</b>	<b>\$ 14,486,442</b>	<b>\$ 14,171,810</b>

**FC Facilities Dept Systemwide**

Facilities Dept System	\$ 420,893	\$ 590,865	\$ 637,751	\$ 520,566	\$ 570,963	\$ 576,360	\$ 564,822
Major Building Repair / Additional Equipmen	\$ 267,116	\$ 73,954	\$ 153,497	\$ 38,918	\$ 25,000	\$ 25,000	\$ -
Facilities - Town Expe	\$ 904,836	\$ 656,380	\$ 1,121,464	\$ 1,083,434	\$ 1,036,801	\$ 1,064,341	\$ 1,064,341
Facilities - School Op	\$ 2,386,189	\$ 2,327,328	\$ 2,952,354	\$ 2,819,069	\$ 3,058,524	\$ 3,090,420	\$ 3,090,420
<b>Facilities Dept System</b>	<b>\$ 3,979,034</b>	<b>\$ 3,648,527</b>	<b>\$ 4,865,066</b>	<b>\$ 4,461,987</b>	<b>\$ 4,691,288</b>	<b>\$ 4,756,121</b>	<b>\$ 4,719,583</b>

**FD Fire Department**

Fire Administration Salary	\$ 582,859	\$ 646,545	\$ 681,285	\$ 599,286	\$ 665,278	\$ 679,437	\$ 679,437
Fire Administration Expense	\$ 63,502	\$ 97,229	\$ 106,858	\$ 146,593	\$ 150,650	\$ 150,650	\$ 150,650
Fire Admin	\$ -	\$ 60,016	\$ 63,393	\$ 21,555	\$ -	\$ -	\$ -
Fire Suppression Salary	\$ 4,889,809	\$ 5,296,883	\$ 5,076,763	\$ 4,501,488	\$ 4,701,931	\$ 4,712,286	\$ 4,687,287



TOWN OF BELMONT  
FY21 EXPENDITURE SUMMARY REPORT

ACCOUNTS FOR:

General Fund

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 ACTUALS	2020 ADJ. BUDGET	2021 DEPT. REQ.	2021 TA RECOMM
Fire Suppression Expense	\$ 217,297	\$ 188,905	\$ 186,232	\$ 226,488	\$ 218,830	\$ 226,850	\$ 226,850
Fire Suppression Capital	\$ 49,374	\$ 74,600	\$ 73,051	\$ 74,800	\$ 75,850	\$ 67,850	\$ -
EMS Salary	\$ 71,845	\$ 27,105	\$ 26,404	\$ 22,393	\$ 28,530	\$ 28,530	\$ 28,530
EMS Expense	\$ 141,904	\$ 132,731	\$ 147,619	\$ 149,293	\$ 149,150	\$ 149,150	\$ 149,150
EMT Capital Exp	\$ 17,912	\$ 25,000	\$ 24,673	\$ 19,551	\$ 20,000	\$ 20,000	\$ -
<b>Fire Department</b>	<b>\$ 6,034,502</b>	<b>\$ 6,549,014</b>	<b>\$ 6,386,278</b>	<b>\$ 5,761,447</b>	<b>\$ 6,010,219</b>	<b>\$ 6,034,753</b>	<b>\$ 5,921,904</b>

HD Health Department

Animal Care & Control	\$ 42,657	\$ 59,827	\$ 61,439	\$ 61,833	\$ 63,101	\$ 63,101	\$ 63,101
Animal Care & Control	\$ 22,884	\$ 6,850	\$ 3,800	\$ 5,340	\$ 7,875	\$ 7,875	\$ 7,875
Health Department Salary	\$ 299,679	\$ 310,249	\$ 321,357	\$ 279,904	\$ 287,914	\$ 287,914	\$ 287,722
Health Department Expense	\$ 48,629	\$ 75,718	\$ 75,092	\$ 82,631	\$ 91,657	\$ 93,163	\$ 93,163
Health Department Outlay	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -
Veterans' Services Salary	\$ 19,420	\$ 25,954	\$ 27,418	\$ 39,262	\$ 41,444	\$ 41,444	\$ 41,444
Veterans' Services Expense	\$ 60,737	\$ 38,614	\$ 34,723	\$ 46,321	\$ 75,601	\$ 75,601	\$ 75,601
Youth Services PT Salary	\$ -	\$ -	\$ -	\$ -	\$ 25,243	\$ 25,243	\$ 25,495
Youth Services Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
<b>Health Department</b>	<b>\$ 495,506</b>	<b>\$ 518,712</b>	<b>\$ 523,829</b>	<b>\$ 515,291</b>	<b>\$ 594,835</b>	<b>\$ 596,341</b>	<b>\$ 596,401</b>

HR Human Resources

Human Resources Salary	\$ 239,459	\$ 260,478	\$ 254,291	\$ 239,824	\$ 248,419	\$ 248,419	\$ 248,419
Human Resources Expense	\$ 19,863	\$ 20,485	\$ 33,551	\$ 34,407	\$ 36,200	\$ 36,200	\$ 36,200
<b>Human Resources</b>	<b>\$ 259,322</b>	<b>\$ 280,963</b>	<b>\$ 287,842</b>	<b>\$ 274,231</b>	<b>\$ 284,619</b>	<b>\$ 284,619</b>	<b>\$ 284,619</b>

IT Information Technology

Information Technology Salary	\$ 402,396	\$ 423,963	\$ 431,975	\$ 379,113	\$ 389,748	\$ 389,748	\$ 389,748
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TOWN OF BELMONT  
FY21 EXPENDITURE SUMMARY REPORT

ACCOUNTS FOR:  
General Fund

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 ACTUALS	2020 ADJ. BUDGET	2021 DEPT. REQ.	2021 TA RECOMM
Information Technology Expense	\$ 385,079	\$ 321,900	\$ 354,749	\$ 351,588	\$ 432,459	\$ 502,700	\$ 502,700
Informational Technology Outlay	\$ 123,197	\$ 110,377	\$ 142,871	\$ 143,928	\$ 145,000	\$ 145,000	\$ 145,000
<b>Information Technology</b>	<b>\$ 910,672</b>	<b>\$ 856,240</b>	<b>\$ 929,595</b>	<b>\$ 874,629</b>	<b>\$ 967,207</b>	<b>\$ 1,037,448</b>	<b>\$ 1,037,448</b>

LB Library

Library Administration Salary	\$ 177,560	\$ 182,172	\$ 189,526	\$ 173,662	\$ 180,445	\$ 180,445	\$ 180,445
Library Administration Expense	\$ 50,633	\$ 28,182	\$ 7,038	\$ 13,574	\$ 16,924	\$ 17,864	\$ 17,114
Library Public Service Salary	\$ 972,443	\$ 1,025,761	\$ 1,051,672	\$ 960,417	\$ 1,071,666	\$ 1,106,776	\$ 1,092,999
Library Public Service Expense	\$ 315,905	\$ 323,631	\$ 336,333	\$ 353,265	\$ 368,874	\$ 381,363	\$ 367,328
Library Tech Services Salary	\$ 203,985	\$ 207,791	\$ 216,928	\$ 187,095	\$ 190,956	\$ 190,406	\$ 190,406
Library Tech Services Expense	\$ 85,156	\$ 82,943	\$ 84,013	\$ 86,761	\$ 89,734	\$ 90,964	\$ 90,964
Library Tech Services Outlay	\$ 12,000	\$ 12,000	\$ 11,947	\$ 14,979	\$ 12,500	\$ 12,500	-
Library Plant Operation Salary	\$ 79,843	\$ 83,668	\$ 83,965	\$ 79,160	\$ 80,977	\$ 80,977	\$ 79,975
Library Plant Operation Expense	\$ 170,538	\$ 215,018	\$ 222,403	\$ 178,874	\$ 240,693	\$ 238,622	\$ 202,115
<b>Library</b>	<b>\$ 2,068,063</b>	<b>\$ 2,161,166</b>	<b>\$ 2,203,825</b>	<b>\$ 2,047,787</b>	<b>\$ 2,252,769</b>	<b>\$ 2,299,917</b>	<b>\$ 2,221,346</b>

PD Police Department

Police Administration Salary	\$ 418,935	\$ 446,552	\$ 461,462	\$ 431,490	\$ 431,616	\$ 431,616	\$ 431,616
Police Administration Expense	\$ 38,495	\$ 39,335	\$ 52,566	\$ 43,745	\$ 68,156	\$ 64,416	\$ 64,416
Police Admin - Capital	\$ -	\$ 25,000	\$ 17,390	\$ 24,474	\$ 25,000	\$ 25,000	-
Police Records Salary	\$ 84,168	\$ 85,721	\$ 92,231	\$ 71,132	\$ 82,644	\$ 82,345	\$ 82,345
Police Records Expense	\$ 6,719	\$ 7,216	\$ 7,380	\$ 7,661	\$ 8,606	\$ 8,606	\$ 8,606
Police Patrol Salary	\$ 3,413,691	\$ 3,883,541	\$ 3,866,237	\$ 3,512,647	\$ 3,757,526	\$ 3,756,208	\$ 3,731,208
Police Patrol Expense	\$ 289,937	\$ 322,338	\$ 293,194	\$ 311,982	\$ 368,873	\$ 368,873	\$ 368,873

TOWN OF BELMONT  
FY21 EXPENDITURE SUMMARY REPORT

ACCOUNTS FOR:  
General Fund

	2016		2017		2018		2019		2020		2021		2021
	ACTUALS		ACTUALS		ACTUALS		ACTUALS		ADJ. BUDGET		DEPT. REQ.		TA RECOMM
Police Patrol Capital	\$	150,300	\$	163,642	\$	165,000	\$	179,912	\$	180,000	\$	210,000	\$ -
Police Traffic Control Salary	\$	424,793	\$	563,971	\$	592,872	\$	474,842	\$	506,700	\$	506,700	\$ 506,700
Police Traffic Control Expense	\$	26,293	\$	23,823	\$	28,787	\$	25,462	\$	30,531	\$	30,531	\$ 30,531
Police Detectives Salary	\$	525,519	\$	572,341	\$	575,909	\$	597,006	\$	626,222	\$	628,822	\$ 628,822
Police Detectives Expense	\$	13,051	\$	10,457	\$	13,363	\$	14,795	\$	15,099	\$	15,099	\$ 15,099
Police Community Servi Salary	\$	353,262	\$	400,030	\$	341,201	\$	442,347	\$	470,896	\$	471,521	\$ 471,521
Police Community Servi Expense	\$	7,352	\$	15,260	\$	15,679	\$	13,766	\$	17,018	\$	17,018	\$ 17,018
Public Safety Comm 911 Salary	\$	820,672	\$	894,371	\$	825,635	\$	701,034	\$	778,129	\$	799,428	\$ 801,081
Public Safety Comm 911	\$	117,165	\$	102,952	\$	137,524	\$	123,146	\$	127,740	\$	126,664	\$ 126,664
<b>Police Department</b>	<b>\$</b>	<b>6,690,352</b>	<b>\$</b>	<b>7,556,550</b>	<b>\$</b>	<b>7,486,430</b>	<b>\$</b>	<b>6,975,441</b>	<b>\$</b>	<b>7,494,756</b>	<b>\$</b>	<b>7,542,847</b>	<b>\$ 7,284,500</b>

**PW Public Works**

Public Works Admin Salary	\$	310,616	\$	317,402	\$	325,732	\$	273,883	\$	292,216	\$	291,341	\$ 291,341
Public Works Admin Expense	\$	10,946	\$	10,113	\$	11,498	\$	11,233	\$	14,170	\$	13,170	\$ 14,170
Street Maintenance Salary	\$	504,177	\$	541,484	\$	589,160	\$	519,803	\$	585,743	\$	591,002	\$ 538,821
Street Maintenance Expense	\$	189,563	\$	149,898	\$	173,352	\$	169,636	\$	184,875	\$	184,875	\$ 184,875
Snow & Ice Salary	\$	168,413	\$	273,130	\$	301,336	\$	230,279	\$	129,449	\$	129,449	\$ 129,449
Snow & Ice Expense	\$	440,119	\$	782,276	\$	876,388	\$	687,692	\$	634,880	\$	634,880	\$ 634,880
Street Lighting Expense	\$	286,945	\$	237,628	\$	338,618	\$	331,070	\$	331,070	\$	331,070	\$ 331,069
Central Fleet Maint Salary	\$	312,947	\$	311,680	\$	323,503	\$	234,279	\$	289,585	\$	290,262	\$ 290,262
Central Fleet Maint Expense	\$	188,324	\$	185,849	\$	205,703	\$	223,761	\$	211,410	\$	211,410	\$ 211,410
Central Fleet Maint Ca	\$	14,831	\$	70,979	\$	37,509	\$	46,141	\$	47,385	\$	47,385	\$ -

TOWN OF BELMONT  
FY21 EXPENDITURE SUMMARY REPORT

ACCOUNTS FOR:

General Fund

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 ACTUALS	2020 ADJ. BUDGET	2021 DEPT. REQ.	2021 TA RECOMM
Forestry Salary	\$ 48,972	\$ 42,786	\$ 32,298	\$ 44,054	\$ 46,569	\$ 48,186	\$ 48,187
Forestry Expense	\$ 276,766	\$ 280,823	\$ 290,564	\$ 333,913	\$ 282,565	\$ 283,415	\$ 283,415
Collection & Disposal	\$ 84,913	\$ 100,594	\$ 99,715	\$ 82,676	\$ 97,686	\$ 96,887	\$ 89,369
Collection & Disposal	\$ 2,119,608	\$ 2,365,539	\$ 2,451,298	\$ 2,901,933	\$ 3,008,049	\$ 3,022,320	\$ 3,022,320
Cemetery Salary	\$ 379,107	\$ 380,302	\$ 376,948	\$ 319,156	\$ 381,595	\$ 395,645	\$ 395,645
Cemetery Expense	\$ 57,823	\$ 61,987	\$ 66,382	\$ 69,473	\$ 75,425	\$ 76,825	\$ 74,700
Cemetery-Capital	\$ 16,544	\$ 7,770	\$ 15,794	\$ 18,205	\$ 18,205	\$ 18,205	\$ -
Parks Salary	\$ 414,030	\$ 410,189	\$ 397,127	\$ 346,054	\$ 376,481	\$ 386,393	\$ 324,005
Parks Expense	\$ 127,655	\$ 112,516	\$ 112,749	\$ 154,802	\$ 153,640	\$ 153,640	\$ 146,900
Parks & Fac Capital Ex	\$ 12,281	\$ 4,932	\$ 9,062	\$ 14,290	\$ 14,290	\$ 14,290	\$ -
Deltas Salary	\$ 59,846	\$ 70,207	\$ 66,140	\$ 31,173	\$ -	\$ -	\$ -
Deltas Expense	\$ 4,319	\$ 4,257	\$ 4,450	\$ 4,119	\$ -	\$ -	\$ -
<b>Public Works</b>	<b>\$ 6,028,745</b>	<b>\$ 6,722,341</b>	<b>\$ 7,105,326</b>	<b>\$ 7,047,625</b>	<b>\$ 7,175,288</b>	<b>\$ 7,220,650</b>	<b>\$ 7,010,818</b>

**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	\$ 556,875	\$ 665,803	\$ 672,800	\$ 482,362
Recreation Programs Ex	\$ 253,936	\$ 295,581	\$ 302,054	\$ 317,533	\$ 409,338	\$ 399,524	\$ 271,474
<b>Recreation Department</b>	<b>\$ 831,104</b>	<b>\$ 901,534</b>	<b>\$ 928,965</b>	<b>\$ 968,177</b>	<b>\$ 1,075,141</b>	<b>\$ 1,072,324</b>	<b>\$ 753,836</b>

**TA Town Administrator**

Select Board Salary	\$ 46,773	\$ 30,488	\$ 30,893	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Select Board Expense	\$ 58,171	\$ 28,347	\$ 9,008	\$ 75,621	\$ 71,490	\$ 71,490	\$ 71,490

TOWN OF BELMONT  
FY21 EXPENDITURE SUMMARY REPORT

ACCOUNTS FOR:

General Fund

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 ACTUALS	2020 ADJ. BUDGET	2021 DEPT. REQ.	2021 TA RECOMM
Town Administrator Salary	\$ 523,798	\$ 563,411	\$ 519,115	\$ 468,779	\$ 559,766	\$ 545,766	\$ 559,766
Town Administrator Expense	\$ 33,829	\$ 35,494	\$ 33,516	\$ 37,426	\$ 27,050	\$ 27,050	\$ 25,550
Legal Expense	\$ 265,053	\$ 333,718	\$ 207,638	\$ 183,440	\$ 297,500	\$ 297,500	\$ 297,500
Town Adm - VFW & Amer	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Workers Compensation	\$ 99,610	\$ 99,119	\$ 121,432	\$ (26,869)	\$ 159,445	\$ 162,634	\$ 162,634
Liability Insurance Ex	\$ 379,265	\$ 338,407	\$ 320,916	\$ 463,807	\$ 519,813	\$ 535,407	\$ 535,407
<b>Town Administrator</b>	<b>\$ 1,413,999</b>	<b>\$ 1,436,484</b>	<b>\$ 1,250,018</b>	<b>\$ 1,223,704</b>	<b>\$ 1,656,564</b>	<b>\$ 1,661,347</b>	<b>\$ 1,673,847</b>

**TC Town Clerk**

Legislative Salary	\$ 2,558	\$ 2,375	\$ 3,375	\$ 3,757	\$ 5,400	\$ 5,550	\$ 450
Legislative Expense	\$ 13,429	\$ 12,221	\$ 12,161	\$ 13,595	\$ 23,150	\$ 23,150	\$ 23,150
Town Clerk Salary	\$ 177,642	\$ 184,741	\$ 197,311	\$ 201,323	\$ 211,744	\$ 216,012	\$ 213,972
Town Clerk Expense	\$ 7,979	\$ 17,203	\$ 13,793	\$ 16,542	\$ 22,100	\$ 21,850	\$ 21,850
Elections Salary	\$ 134,887	\$ 179,429	\$ 120,351	\$ 174,372	\$ 144,029	\$ 185,646	\$ 159,029
Elections Expense	\$ 36,095	\$ 39,516	\$ 26,954	\$ 40,620	\$ 67,150	\$ 76,250	\$ 76,250
<b>Town Clerk</b>	<b>\$ 372,590</b>	<b>\$ 435,485</b>	<b>\$ 373,945</b>	<b>\$ 450,209</b>	<b>\$ 473,573</b>	<b>\$ 528,458</b>	<b>\$ 494,701</b>

**TR Treasurer/Collector**

Treasurer/Collector Salary	\$ 489,572	\$ 515,854	\$ 522,039	\$ 469,379	\$ 500,486	\$ 486,793	\$ 484,662
Treasurer/Collector Expense	\$ 67,849	\$ 89,909	\$ 79,182	\$ 72,991	\$ 111,500	\$ 114,000	\$ 114,000
Parking Clerk Salary	\$ 3,044	\$ 3,044	\$ 3,044	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Treasurer Expense	\$ 23,876	\$ 54,378	\$ 38,769	\$ 65,577	\$ 90,000	\$ 93,000	\$ 93,000
<b>Treasurer/Collector</b>	<b>\$ 584,341</b>	<b>\$ 663,185</b>	<b>\$ 643,034</b>	<b>\$ 610,947</b>	<b>\$ 704,986</b>	<b>\$ 696,793</b>	<b>\$ 694,662</b>

Regional School Exp	\$ 831,521	\$ 795,654	\$ 910,185	\$ 846,771	\$ 984,887	\$ 1,526,845	\$ 1,721,238
School Salary	\$ 39,001,625	\$ 40,697,428	\$ 43,647,550	\$ 47,041,382	\$ 50,520,376	\$ 53,425,442	\$ 52,464,642

TOWN OF BELMONT  
FY21 EXPENDITURE SUMMARY REPORT

ACCOUNTS FOR:  
General Fund

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 ACTUALS	2020 ADJ. BUDGET	2021 DEPT. REQ.	2021 TA RECOMM
School Expense	\$ 10,656,242	\$ 9,427,559	\$ 9,321,935	\$ 9,944,210	\$ 10,129,075	\$ 9,080,999	\$ 9,020,999
<b>School</b>	<b>\$ 49,657,867</b>	<b>\$ 50,124,987</b>	<b>\$ 52,969,485</b>	<b>\$ 56,985,592</b>	<b>\$ 60,649,451</b>	<b>\$ 62,506,441</b>	<b>\$ 61,485,641</b>
Retirement of Debt	\$ 2,738,532	\$ 3,029,284	\$ 2,848,134	\$ 3,233,134	\$ 5,119,134	\$ 6,790,500	\$ 6,790,500
Interest on Long-term	\$ 1,571,511	\$ 1,539,822	\$ 1,419,128	\$ 1,421,918	\$ 5,158,173	\$ 8,697,211	\$ 8,697,211
Interest on Short-term	\$ -	\$ 52,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Int on Short term Debt	\$ -	\$ -	\$ 16,524	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
<b>Debt &amp; Interest</b>	<b>\$ 4,310,043</b>	<b>\$ 4,621,606</b>	<b>\$ 4,283,786</b>	<b>\$ 4,727,552</b>	<b>\$ 10,349,807</b>	<b>\$ 15,560,211</b>	<b>\$ 15,560,211</b>
Abatement & Exemptions	\$ 800,000	\$ 800,000	\$ 794,554	\$ 800,825	\$ 863,241	\$ 840,000	\$ 840,000
State Assessments	\$ 1,728,161	\$ 1,767,324	\$ 1,782,753	\$ 1,836,276	\$ 1,862,912	\$ 1,934,092	\$ 1,923,501
Capital Roads Non Discretionary	\$ 1,549,000	\$ 1,601,700	\$ 1,642,000	\$ 1,683,050	\$ 1,725,126	\$ 1,768,254	\$ -
Sidewalks	\$ -	\$ -	\$ 210,000	\$ 215,250	\$ 220,631	\$ 226,147	\$ 226,147
Capital Discretionary	\$ 1,818,365	\$ 2,631,343	\$ 1,366,600	\$ 2,004,181	\$ 1,788,232	\$ 1,475,268	\$ 950,268
<b>GRAND TOTAL</b>	<b>\$ 100,118,337</b>	<b>\$ 104,294,378</b>	<b>\$ 108,005,299</b>	<b>\$ 112,455,236</b>	<b>\$ 128,316,089</b>	<b>\$ 136,801,408</b>	<b>\$ 132,307,889</b>

# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6504 Water Transfers										
6504 585200	Equipment and Wiring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6504 595201	Transf to OPEB Trust	\$ 8,068.00	\$ 6,874.00	\$ 7,694.00	\$ 37,000.00	\$ 10,485.00	\$ 10,485.00	\$ 10,485.00	\$ -	0.0%
6504 596100	Transfers Out - Town Support	\$ 163,000.00	\$ 166,000.00	\$ 170,150.00	\$ 173,553.00	\$ 519,000.00	\$ 664,000.00	\$ 664,000.00	\$ 145,000.00	27.9%
6504 596300	Transfers to Water Projects	\$ 503,000.00	\$ 860,000.00	\$ 1,385,200.00	\$ 797,100.00	\$ 206,820.00	\$ 79,400.00	\$ 79,400.00	\$ (127,420.00)	-61.6%
<b>TOTAL</b>	<b>Water Transfers</b>	<b>\$ 674,068.00</b>	<b>\$ 1,032,874.00</b>	<b>\$ 1,563,044.00</b>	<b>\$ 1,007,653.00</b>	<b>\$ 736,305.00</b>	<b>\$ 753,885.00</b>	<b>\$ 753,885.00</b>	<b>\$ 17,580.00</b>	<b>2.4%</b>
6504102 Retirement of MWRA Debt Wat/Se										
6504102 591005	MWRA Ret of Debt	\$ 556,357.00	\$ 656,357.00	\$ 656,357.00	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL</b>	<b>Retirement of MWRA Debt</b>	<b>\$ 556,357.00</b>	<b>\$ 656,357.00</b>	<b>\$ 656,357.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
6504501 Water Admin Personnel Expense										
6504501 511000	Full Time Water Admin	\$ 150,877.13	\$ 152,459.65	\$ 158,637.42	\$ 154,876.94	\$ 170,336.00	\$ 172,175.87	\$ 172,175.87	\$ 1,839.87	1.1%
6504501 511001	Full Time Salaries Systemwide	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6504501 513000	Water Admin Overtime				\$ 237.18	\$ -	\$ -	\$ -	\$ -	#DIV/0!
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	\$ 875.00	\$ 875.00	\$ 50.00	6.1%
6504501 517000	Health Ins Water	\$ 16,285.00	\$ 16,285.00	\$ 16,690.00	\$ 18,195.00	\$ 19,651.00	\$ 20,437.04	\$ 20,437.04	\$ 786.04	4.0%
6504501 517200	Workers Comp Water	\$ -	\$ -	\$ -	\$ -	\$ 914.00	\$ 932.28	\$ 932.28	\$ 18.28	2.0%

## Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6504501 517800	Medicare Water	\$ 2,140.00	\$ 2,266.00	\$ 2,340.00	\$ 2,258.00	\$ 2,269.00	\$ 2,325.73	\$ 2,325.73	\$ 56.73	2.5%
6504501 518000	Retirement Water	\$ 35,375.00	\$ 37,843.00	\$ 44,015.00	\$ 43,019.00	\$ 86,098.00	\$ 86,098.00	\$ 86,098.00	\$ -	0.0%
<b>TOTAL</b>	<b>Water Admin Personnel Ex</b>	<b>\$ 206,100.43</b>	<b>\$ 210,251.48</b>	<b>\$ 225,438.51</b>	<b>\$ 218,586.12</b>	<b>\$ 280,093.00</b>	<b>\$ 282,843.92</b>	<b>\$ 282,843.92</b>	<b>\$ 2,750.92</b>	<b>1.0%</b>
6504502 Water Admin Exp										
6504502 522800	Gas Utility Water	\$ 7,515.81	\$ 9,326.43	\$ 10,339.99	\$ 11,371.68	\$ 11,575.00	\$ 11,923.00	\$ 11,923.00	\$ 348.00	3.0%
6504502 522900	Electricity Water	\$ 7,924.42	\$ 8,158.89	\$ 6,986.35	\$ 9,054.04	\$ 8,745.00	\$ 8,745.00	\$ 8,745.00	\$ -	0.0%
6504502 524300	Maint Bldg Water	\$ 4,307.25	\$ 1,306.55	\$ 7,274.86	\$ 7,070.66	\$ 8,000.00	\$ 8,240.00	\$ 8,240.00	\$ 240.00	3.0%
6504502 524301	Repair Contractual Services	\$ -	\$ 1,526.00	\$ 615.00	\$ 6,223.50	\$ 1,640.00	\$ 1,640.00	\$ 1,640.00	\$ -	0.0%
6504502 524500	Maint Office Equip Water	\$ 532.61	\$ -	\$ 87.19	\$ -	\$ 1,030.00	\$ 1,030.00	\$ 1,030.00	\$ -	0.0%
6504502 524502	Wat Munis Tyler Tech Maint	\$ 11,758.00	\$ 19,080.00	\$ 19,462.63	\$ 19,462.64	\$ 20,000.00	\$ 20,500.00	\$ 20,500.00	\$ 500.00	2.5%
6504502 530000	Water Admin-ProfServ	\$ 2,851.25	\$ 2,191.10	\$ 2,181.25	\$ 800.00	\$ 4,120.00	\$ 4,120.00	\$ 4,120.00	\$ -	0.0%
6504502 530700	Laboratory Services Water	\$ -	\$ -	\$ -	\$ 300.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0.0%
6504502 530800	Meter Reading Services Water	\$ 93,580.51	\$ 105,779.87	\$ 106,398.33	\$ 118,224.74	\$ 153,686.00	\$ 256,143.00	\$ 256,143.00	\$ 102,457.00	66.7%
6504502 531900	Advertising Water	\$ 203.26	\$ -	\$ 624.71	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0.0%
6504502 534100	Tel & Communications Water	\$ 3,492.00	\$ 4,647.41	\$ 3,799.04	\$ 4,082.34	\$ 3,207.00	\$ 4,207.00	\$ 4,207.00	\$ 1,000.00	31.2%
6504502 534500	Postage Water	\$ -	\$ 26.46	\$ -	\$ 528.99	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	0.0%
6504502 534700	Printing Water	\$ -	\$ -	\$ -	\$ 676.48	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0.0%
6504502 538500	Reserve Fund Water	\$ 29,088.22	\$ 44,444.73	\$ 95,718.38	\$ 45,009.97	\$ 57,000.00	\$ 58,710.00	\$ 58,710.00	\$ 1,710.00	3.0%
6504502 542100	Office Supplies Water	\$ 2,851.34	\$ 2,824.78	\$ 3,253.82	\$ 2,920.91	\$ 3,040.00	\$ 3,040.00	\$ 3,131.00	\$ 91.00	3.0%



Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 ADJ. BUDGET	FY2021 DEPT. REQ.	FY2021 TA RECOM	\$ Change	% Change
6504502 542200	Computer Supplies Water	\$ 603.00	\$ 1,773.93	\$ 1,879.70	\$ 1,279.70	\$ 1,500.00	\$ 1,545.00	\$ 1,545.00	\$ 45.00	3.0%
6504502 545000	Custodial Supplies Water	\$ 947.72	\$ 1,174.35	\$ 283.98	\$ 731.88	\$ 685.00	\$ 710.00	\$ 710.00	\$ 25.00	3.6%
6504502 552900	Books & Periodicals Water	\$ 485.00	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ (200.00)	-100.0%
6504502 558900	Medical Reports Water	\$ 610.00	\$ 100.00	\$ 600.00	\$ 555.00	\$ 300.00	\$ 500.00	\$ 500.00	\$ 200.00	66.7%
6504502 569500	Safe Drinking Water Assessment	\$ 6,771.27	\$ 6,518.14	\$ 6,925.20	\$ 6,897.56	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -	0.0%
6504502 571000	Travel Reimbursement Water	\$ 1,650.08	\$ 1,571.69	\$ 2,194.90	\$ 8.00	\$ 1,470.00	\$ 1,470.00	\$ 1,470.00	\$ -	0.0%
6504502 573000	Assoc Dues/Conferences	\$ 4,166.64	\$ 3,528.24	\$ 2,965.88	\$ 3,488.50	\$ 5,150.00	\$ 5,150.00	\$ 5,150.00	\$ -	0.0%
6504502 573400	Street Opening Permits	\$ 4,200.00	\$ 4,050.00	\$ 2,900.00	\$ 4,650.00	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	25.0%
<b>TOTAL</b>	<b>Water Admin Exp</b>	<b>\$ 183,644.38</b>	<b>\$ 218,028.57</b>	<b>\$ 274,491.21</b>	<b>\$ 243,336.59</b>	<b>\$ 295,148.00</b>	<b>\$ 402,473.00</b>	<b>\$ 402,564.00</b>	<b>\$ 107,416.00</b>	<b>36.4%</b>
6504503	Water Admin Exp									
6504503 585200	Billing Software Upgrade	\$ -	\$ 38,149.05	\$ -	\$ -	\$ 90,000.00	\$ 40,000.00	\$ 40,000.00	\$ (50,000.00)	-55.6%
65550743 589500	Vehicle Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL</b>	<b>Water Admin Exp</b>	<b>\$ -</b>	<b>\$ 38,149.05</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 90,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ (50,000.00)</b>	<b>-55.6%</b>
6504511	Water Maint Personnel Exp									
6504511 511000	Water Maint Full Time Salaries	\$ 569,988.71	\$ 561,401.31	\$ 563,941.92	\$ 603,707.76	\$ 609,793.00	\$ 628,623.64	\$ 628,623.64	\$ 18,830.64	3.1%
6504511 511100	Water Maint Part Time Salaries	\$ 18,668.05	\$ 8,864.00	\$ 9,612.00	\$ 8,064.00	\$ 15,455.00	\$ 16,770.00	\$ 16,770.00	\$ 1,315.00	8.5%
6504511 513000	OT Water	\$ 116,038.95	\$ 111,779.01	\$ 136,569.31	\$ 185,980.06	\$ 164,735.00	\$ 164,735.00	\$ 164,735.00	\$ -	0.0%
6504511 514000	On Call Pay	\$ 36,748.39	\$ 36,462.08	\$ 35,224.45	\$ 38,152.75	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ -	0.0%
6504511 514001	Personal Day Paid in lieu time				\$ 150.00	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	#DIV/0!

Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 ADJ. BUDGET	FY2021 DEPT. REQ.	FY2021 TA RECOM	\$ Change	% Change
6504511 514400	Meal Allowance Water	\$ 220.00	\$ 150.00	\$ 190.00	\$ 190.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	0.0%
6504511 514800	Longevity Water	\$ 3,550.00	\$ 3,250.00	\$ 4,268.75	\$ 3,925.00	\$ 5,875.00	\$ 6,825.00	\$ 6,825.00	\$ 950.00	16.2%
6504511 515200	Water Maint Availability Stipe	\$ 6,357.00	\$ 6,331.00	\$ 4,550.00	\$ 4,875.00	\$ 6,760.00	\$ 6,760.00	\$ 6,760.00	\$ -	0.0%
6504511 515500	Water Maint CDL Stipend	\$ 10,085.00	\$ 9,610.00	\$ 10,200.00	\$ 8,300.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00	\$ -	0.0%
6504511 517000	Health Ins Water	\$ 119,020.00	\$ 105,465.00	\$ 91,400.00	\$ 92,925.00	\$ 100,359.00	\$ 104,373.36	\$ 104,373.36	\$ 4,014.36	4.0%
6504511 517101	Health Insurance Retirees	\$ 76,900.00	\$ 81,497.00	\$ 93,740.00	\$ 59,617.00	\$ 64,386.00	\$ 66,961.44	\$ 66,961.44	\$ 2,575.44	4.0%
6504511 517200	Workers Comp Water	\$ 1,900.50	\$ 2,313.70	\$ 2,056.00	\$ 20,665.00	\$ 23,765.00	\$ 24,240.30	\$ 24,240.30	\$ 475.30	2.0%
6504511 517800	Medicare Water	\$ 9,082.00	\$ 9,228.00	\$ 9,270.00	\$ 9,435.00	\$ 12,792.00	\$ 13,111.80	\$ 13,111.80	\$ 319.80	2.5%
6504511 518000	Retirement Water	\$ 171,905.00	\$ 183,979.00	\$ 213,972.00	\$ 233,725.00	\$ 350,961.00	\$ 350,961.00	\$ 350,961.00	\$ -	0.0%
6504511 519001	Working Out of Grade	\$ 1,271.06	\$ 1,268.73	\$ 8,849.57	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	0.0%
6504511 519900	Clothing Allowance - Water	\$ 7,910.00	\$ 7,363.33	\$ 8,456.80	\$ 7,910.00	\$ 7,910.00	\$ 7,910.00	\$ 7,910.00	\$ -	0.0%
<b>TOTAL</b>	<b>Water Maint Personnel Ex</b>	<b>\$ 1,149,644.66</b>	<b>\$ 1,128,962.16</b>	<b>\$ 1,192,300.80</b>	<b>\$ 1,280,121.57</b>	<b>\$ 1,420,991.00</b>	<b>\$ 1,450,671.54</b>	<b>\$ 1,450,671.54</b>	<b>\$ 29,680.54</b>	<b>2.1%</b>
6504512	Water Maint Expenses									
6504512 524100	Water Maint-Backflow Prev	\$ -	\$ 778.05	\$ -	\$ -	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 500.00	25.0%
6504512 524400	Maint Vehicles Water	\$ 24,368.03	\$ 32,120.12	\$ 15,881.67	\$ 40,123.18	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00	\$ 5,000.00	25.0%
6504512 524500	Maint Equip Water	\$ 1,134.52	\$ 569.77	\$ 1,702.30	\$ 17,946.32	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ -	0.0%
6504512 529700	Soil Removal	\$ -	\$ 7,200.00	\$ 4,582.50	\$ 7,863.75	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00	\$ 10,000.00	50.0%
6504512 530007	Leak Detection MWRA	\$ 13,775.00	\$ 13,775.00	\$ 13,775.00	\$ 15,159.00	\$ 16,015.00	\$ 16,015.00	\$ 16,015.00	\$ -	0.0%
6504512 530900	Contract Patching Water	\$ 46,208.00	\$ 73,006.00	\$ 69,602.20	\$ 132,706.46	\$ 86,520.00	\$ 115,000.00	\$ 115,000.00	\$ 28,480.00	32.9%

Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 ADJ. BUDGET	FY2021 DEPT. REQ.	FY2021 TA RECOM	\$ Change	% Change
6504512 531600	Police Detail Water	\$ 7,069.19	\$ 10,305.65	\$ 5,293.36	\$ 8,055.02	\$ 4,080.00	\$ 4,080.00	\$ 4,080.00	\$ -	0.0%
6504512 531700	Employee Training	\$ 2,055.00	\$ 2,095.00	\$ 3,302.00	\$ 1,070.00	\$ 3,000.00	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	33.3%
6504512 534800	GIS Maintenance Prof-Scvs	\$ 7,750.00	\$ 16,439.96	\$ 9,750.00	\$ 20,000.00	\$ 20,400.00	\$ 20,400.00	\$ 20,400.00	\$ -	0.0%
6504512 548900	Water Unleaded Fuel	\$ 3,267.71	\$ 1,612.66	\$ 2,762.41	\$ 6,588.21	\$ 5,565.00	\$ 7,000.00	\$ 7,000.00	\$ 1,435.00	25.8%
6504512 548901	Water Diesel Fuel	\$ 8,701.79	\$ 5,567.09	\$ 9,285.92	\$ 13,289.47	\$ 13,650.00	\$ 15,000.00	\$ 15,000.00	\$ 1,350.00	9.9%
6504512 549000	Medical Supplies Water	\$ 127.26	\$ 32.66	\$ 230.99	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ -	0.0%
6504512 553100	Public Works Supplies Water	\$ 26,530.89	\$ 34,139.11	\$ 37,500.48	\$ 45,874.89	\$ 33,940.00	\$ 83,057.00	\$ 83,057.00	\$ 49,117.00	144.7%
6504512 553400	Sidewalk Repair Water	\$ -	\$ -	\$ 11,613.60	\$ 2,820.00	\$ 3,060.00	\$ 3,060.00	\$ 3,060.00	\$ -	0.0%
6504512 553500	Water Meters	\$ 29,365.67	\$ 128,562.27	\$ 101,002.38	\$ 44,567.34	\$ 22,950.00	\$ 12,950.00	\$ 12,950.00	\$ (10,000.00)	-43.6%
6504512 553600	Water Repair Supplies	\$ 76,533.40	\$ 44,906.68	\$ 59,034.36	\$ 50,704.23	\$ 40,575.00	\$ 40,575.00	\$ 40,575.00	\$ -	0.0%
6504512 569400	MWRA Assessment Water	\$ 2,674,576.00	\$ 2,828,456.00	\$ 2,906,748.00	\$ 2,845,415.00	\$ 3,002,417.00	\$ 3,152,538.00	\$ 3,049,438.00	\$ 47,021.00	1.6%
6504512 573100	License Reimb Water	\$ 779.00	\$ 315.00	\$ 523.53	\$ 637.00	\$ 500.00	\$ 700.00	\$ 700.00	\$ 200.00	40.0%
6504512 591003	Loan Repayment MWRA	\$ -	\$ -	\$ -	\$ 891,721.01	\$ 982,726.00	\$ 925,867.00	\$ 925,867.00	\$ (56,859.00)	-5.8%
6504512 591004	Billing Process Service Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 413,000.00	\$ 413,000.00	\$ 413,000.00	#DIV/0!
<b>TOTAL</b>	<b>Water Maint Expenses</b>	<b>\$ 2,927,682.41</b>	<b>\$ 3,199,881.02</b>	<b>\$ 3,252,590.70</b>	<b>\$ 4,144,540.88</b>	<b>\$ 4,278,998.00</b>	<b>\$ 4,872,342.00</b>	<b>\$ 4,769,242.00</b>	<b>\$ 490,244.00</b>	<b>11.5%</b>
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!

Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2021	\$ Change	% Change
		ACTUALS	ACTUALS	ACTUALS	ACTUALS	ADJ. BUDGET	DEPT. REQ.	TA RECOM		
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!
<b>TOTAL</b>	<b>Interest on Long term De</b>	<b>\$ 23,922.01</b>	<b>\$ 23,462.50</b>	<b>\$ 22,262.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>TOTAL EXPENSES</b>	<b>Water Enterprise</b>	<b>\$ 5,766,020.89</b>	<b>\$ 6,547,965.78</b>	<b>\$ 7,226,484.72</b>	<b>\$ 6,894,238.16</b>	<b>\$ 7,101,535.00</b>	<b>\$ 7,802,215.46</b>	<b>\$ 7,699,206.46</b>	<b>\$ 597,671.46</b>	<b>8.4%</b>
									\$ 597,671.46	
6604 Sewer Enterprise Transfers										
6604 595202	Transf to OPEB Trust	\$ 7,335.00	\$ 5,843.00	\$ 6,540.00	\$ 42,000.00	\$ 5,527.00	\$ 5,527.00	\$ 5,527.00	\$ -	0.0%
6604 596000	Sewer Ent Transfers Out	\$ 130,000.00	\$ 133,000.00	\$ 136,325.00	\$ 139,052.00	\$ 519,000.00	\$ 519,000.00	\$ 519,000.00	\$ -	0.0%
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	\$ 863,200.00	\$ 863,200.00	\$ 121,100.00	16.3%
<b>TOTAL</b>	<b>Sewer Enterprise Transfe</b>	<b>\$ 615,835.00</b>	<b>\$ 1,318,213.00</b>	<b>\$ 1,353,070.00</b>	<b>\$ 1,265,572.00</b>	<b>\$ 1,266,627.00</b>	<b>\$ 1,387,727.00</b>	<b>\$ 1,387,727.00</b>	<b>\$ 121,100.00</b>	<b>9.6%</b>
6604401 Sewer Personnel Expenses										
6604401 511000	Full Time Sewer	\$ 418,767.34	\$ 419,514.14	\$ 439,462.81	\$ 453,048.89	\$ 450,242.72	\$ 465,290.74	\$ 465,290.74	\$ 15,048.02	3.3%
6604401 513000	Overtime Sewer	\$ 59,325.61	\$ 71,423.66	\$ 66,650.06	\$ 64,573.84	\$ 76,964.00	\$ 76,964.00	\$ 76,964.00	\$ -	0.0%

## Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6604401 514000	Sewer CDL Stipend	\$ 11,365.50	\$ 12,232.51	\$ 11,242.71	\$ 10,250.75	\$ 15,173.00	\$ 15,173.00	\$ 15,173.00	\$ -	0.0%
6604401 514001	Personal Day Paid in lieu time	\$ 894.90	\$ 1,049.62	\$ 1,224.34	\$ 1,439.16	\$ 1,225.00	\$ 1,500.00	\$ 1,500.00	\$ 275.00	22.4%
6604401 514400	Meal Allow Sewer	\$ 20.00	\$ 20.00	\$ 80.00	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	0.0%
6604401 514800	Longevity Sewer	\$ 2,400.00	\$ 2,450.00	\$ 2,887.50	\$ 2,500.00	\$ 3,600.00	\$ 4,000.00	\$ 4,000.00	\$ 400.00	11.1%
6604401 515500	Sewer CDL Stipend	\$ 6,835.00	\$ 9,890.00	\$ 10,200.00	\$ 9,475.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00	\$ -	0.0%
6604401 515600	ASFME Trainer Stipend	\$ -	\$ -	\$ 1,019.19	\$ 999.96	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	0.0%
6604401 517000	Health Ins Sewer	\$ 103,720.00	\$ 103,720.00	\$ 132,915.00	\$ 122,600.00	\$ 132,408.00	\$ 137,704.32	\$ 137,704.32	\$ 5,296.32	4.0%
6604401 517101	Health Insurance Retirees	\$ 58,013.00	\$ 48,484.00	\$ 50,250.00	\$ 42,889.00	\$ 43,320.00	\$ 45,052.80	\$ 45,052.80	\$ 1,732.80	4.0%
6604401 517200	Workers Comp Sewer	\$ 1,900.50	\$ 2,313.71	\$ 2,056.00	\$ 2,355.50	\$ 24,894.00	\$ 25,391.88	\$ 25,391.88	\$ 497.88	2.0%
6604401 517800	Medicare Sewer	\$ 6,427.00	\$ 6,593.00	\$ 6,695.00	\$ 6,785.00	\$ 8,153.00	\$ 8,356.83	\$ 8,356.83	\$ 203.83	2.5%
6604401 517900	Life Ins Sewer	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	0.0%
6604401 518000	Retire Sewer	\$ 356,580.18	\$ 379,497.00	\$ 405,845.00	\$ 434,135.00	\$ 437,059.00	\$ 437,059.00	\$ 437,059.00	\$ -	0.0%
6604401 519001	SanSewer Working out of Grade	\$ 2,120.95	\$ 1,942.13	\$ 2,615.88	\$ 1,548.70	\$ 1,600.00	\$ 1,665.00	\$ 1,665.00	\$ 65.00	4.1%
6604401 519003	Sewer Clothing Allowance	\$ 2,460.00	\$ -	\$ 410.00	\$ 820.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6604401 519900	Clothing Allowance	\$ 4,100.00	\$ 7,128.84	\$ 5,535.00	\$ 5,740.00	\$ 6,560.00	\$ 6,560.00	\$ 6,560.00	\$ -	0.0%
<b>TOTAL</b>	<b>Sewer Personnel Expenses</b>	<b>\$ 1,034,929.98</b>	<b>\$ 1,066,258.61</b>	<b>\$ 1,139,088.49</b>	<b>\$ 1,159,160.80</b>	<b>\$ 1,212,998.72</b>	<b>\$ 1,236,517.57</b>	<b>\$ 1,236,517.57</b>	<b>\$ 23,518.85</b>	<b>1.9%</b>
6604402 Sewer Oper Expenses										
6604402 522900	Electricity Sewer	\$ 2,320.20	\$ 2,880.94	\$ 2,865.11	\$ 2,881.63	\$ 6,445.00	\$ 6,445.00	\$ 6,445.00	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 ADJ. BUDGET	FY2021 DEPT. REQ.	FY2021 TA RECOM	\$ Change	% Change
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	\$ 19,462.62	\$ 20,000.00	\$ 20,500.00	\$ 20,500.00	\$ 500.00	2.5%
6604402 527300	Rental of Equip Sewer	\$ 39,342.98	\$ 30,944.69	\$ 50,440.98	\$ 44,093.34	\$ 45,075.00	\$ 45,975.00	\$ 45,975.00	\$ 900.00	2.0%
6604402 529700	Sewer Soil Removal & Disp	\$ -	\$ -	\$ 9,975.52	\$ 10,000.00	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00	\$ 10,000.00	50.0%
6604402 530000	Sewer Admin-ProfServ	\$ -	\$ 1,800.00	\$ 4,375.00	\$ -	\$ 4,640.00	\$ 4,640.00	\$ 4,640.00	\$ -	0.0%
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)	-100.0%
6604402 530801	Sewer Billing Service&Upgrade	\$ -	\$ 38,149.05	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ (30,000.00)	-100.0%
6604402 530900	Contract Patch Sewer	\$ 47,740.00	\$ 49,175.00	\$ 50,650.00	\$ 52,170.00	\$ 53,735.00	\$ 53,735.00	\$ 53,735.00	\$ -	0.0%
6604402 531600	Police Details Sewer	\$ 3,754.27	\$ 3,005.06	\$ 6,992.32	\$ 2,164.88	\$ 7,620.00	\$ 7,620.00	\$ 7,620.00	\$ -	0.0%
6604402 534100	Telephone Sewer	\$ 1,246.75	\$ 1,360.60	\$ 1,409.55	\$ 968.17	\$ 1,790.00	\$ 1,790.00	\$ 1,790.00	\$ -	0.0%
6604402 534800	Prof Services - GIS Maint	\$ 7,750.00	\$ 15,350.00	\$ 9,750.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	0.0%
6604402 538200	Outside Labor Sewer	\$ 3,270.00	\$ 5,095.00	\$ 6,165.00	\$ 7,750.00	\$ 6,540.00	\$ 6,870.00	\$ 6,870.00	\$ 330.00	5.0%
6604402 553100	PW Supplies Sewer	\$ 64,995.00	\$ 66,234.04	\$ 67,503.24	\$ 81,262.17	\$ 80,930.00	\$ 83,360.00	\$ 83,360.00	\$ 2,430.00	3.0%
6604402 569400	MWRA Assessment Sewer	\$ 4,624,861.00	\$ 4,825,479.00	\$ 4,923,065.00	\$ 5,092,015.00	\$ 5,374,220.00	\$ 5,562,317.00	\$ 5,587,200.00	\$ 212,980.00	4.0%
6604402 573400	Street Opening Permits	\$ -	\$ 75.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%
6604402 578500	Sewer Reserve fund	\$ 63,036.75	\$ 78,868.53	\$ 81,355.00	\$ 83,796.00	\$ 86,310.00	\$ 88,890.00	\$ 88,890.00	\$ 2,580.00	3.0%
<b>TOTAL</b>	<b>Sewer Oper Expenses</b>	<b>\$ 4,950,074.95</b>	<b>\$ 5,237,638.28</b>	<b>\$ 5,346,407.67</b>	<b>\$ 5,527,709.81</b>	<b>\$ 5,852,762.00</b>	<b>\$ 5,925,142.00</b>	<b>\$ 5,950,025.00</b>	<b>\$ 97,263.00</b>	<b>1.7%</b>
6604441	Stormwater Personnel Exp									

Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 ADJ. BUDGET	FY2021 DEPT. REQ.	FY2021 TA RECOM	\$ Change	% Change
6604441 511000	Full Time Stormwater	\$ 182,896.16	\$ 195,231.49	\$ 199,171.84	\$ 175,579.54	\$ 212,631.00	\$ 222,145.02	\$ 222,145.02	\$ 9,514.02	4.5%
6604441 513000	Overtime				\$ 26.61	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6604441 514800	Longevity Stormwater	\$ 729.17	\$ 400.00	\$ 500.00	\$ 600.00	\$ 700.00	\$ 1,050.00	\$ 1,050.00	\$ 350.00	50.0%
6604441 515500	Stormwater CDL Stipend	\$ 3,820.00	\$ 3,840.00	\$ 4,150.00	\$ 4,550.00	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ -	0.0%
6604441 517000	Health Ins Stormwater	\$ 42,115.00	\$ 48,855.00	\$ 45,700.00	\$ 24,910.00	\$ 26,903.00	\$ 27,979.12	\$ 27,979.12	\$ 1,076.12	4.0%
6604441 517800	Medicare Stormwater	\$ 3,100.00	\$ 3,177.00	\$ 3,145.00	\$ 3,150.00	\$ 3,216.00	\$ 3,296.40	\$ 3,296.40	\$ 80.40	2.5%
6604441 519003	Stormwater Clothing Allowance	\$ 2,186.67	\$ 3,280.04	\$ 2,255.00	\$ 3,003.67	\$ 3,280.00	\$ 3,280.00	\$ 3,280.00	\$ -	0.0%
<b>TOTAL</b>	<b>Stormwater Personnel Exp</b>	<b>\$ 234,847.00</b>	<b>\$ 254,783.53</b>	<b>\$ 254,921.84</b>	<b>\$ 211,819.82</b>	<b>\$ 251,930.00</b>	<b>\$ 262,950.54</b>	<b>\$ 262,950.54</b>	<b>\$ 11,020.54</b>	<b>4.4%</b>
6604442 Stormwater Operating Expenses										
6604442 522900	Stormwater - Electricity	\$ 265.18	\$ 262.98	\$ 286.68	\$ 267.25	\$ 670.00	\$ 670.00	\$ 670.00	\$ -	0.0%
6604442 527300	Equip Rental Stormwater	\$ 6,430.29	\$ 11,817.50	\$ 14,545.99	\$ 14,847.94	\$ 14,995.00	\$ 15,445.00	\$ 15,445.00	\$ 450.00	3.0%
6604442 529700	Stormwater Soil Rmvl & Disp	\$ -	\$ 8,000.00	\$ 9,913.53	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	0.0%
6604442 530002	ABC Stormwater Gauge Maint	\$ 8,000.00	\$ 8,000.00	\$ 8,029.43	\$ 8,000.00	\$ 8,665.00	\$ 8,665.00	\$ 8,665.00	\$ -	0.0%
6604442 530006	Storm Water Regulation	\$ 63,500.00	\$ 24,993.29	\$ 22,637.31	\$ 13,803.24	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ -	0.0%
6604442 530900	Contract Patch Stormwater	\$ 18,810.00	\$ 19,375.00	\$ 19,955.00	\$ 20,554.00	\$ 21,170.00	\$ 21,170.00	\$ 21,170.00	\$ -	0.0%
6604442 538200	Outside Labor Stormwater	\$ 86,017.91	\$ 37,171.99	\$ 123,878.01	\$ 96,445.20	\$ 97,322.00	\$ 103,100.00	\$ 103,100.00	\$ 5,778.00	5.9%
6604442 553100	PW Supplies Stormwater	\$ 20,226.55	\$ 19,999.74	\$ 20,735.00	\$ 22,049.21	\$ 22,000.00	\$ 22,660.00	\$ 22,660.00	\$ 660.00	3.0%
6604442 573400	Street Opening Permits	\$ -	\$ -	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ACTUALS</u>	<u>FY2020</u> <u>ADJ. BUDGET</u>	<u>FY2021</u> <u>DEPT. REQ.</u>	<u>FY2021</u> <u>TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
<b>TOTAL</b>	<b>Stormwater Operating Exp</b>	\$ 203,249.93	\$ 129,620.50	\$ 223,980.95	\$ 187,966.84	\$ 226,822.00	\$ 233,710.00	\$ 233,710.00	\$ 6,888.00	3.0%
	6607102 Retirement of Debt									
6604443 587000	MWPAT Orig Fee FY31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
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	\$ 842,373.00	\$ -	0.0%
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!
<b>TOTAL</b>	<b>Retirement of Debt</b>	\$ 783,173.11	\$ 737,991.11	\$ 636,434.00	\$ 445,665.00	\$ 842,373.00	\$ 842,373.00	\$ 842,373.00	\$ -	0.0%
	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	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607512 591221	Sewer Int MWPAT to FY31	\$ 145,183.61	\$ 137,339.05	\$ 129,333.95	\$ 303,931.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
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!



# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
TOTAL	Interest on Long-term Debt *	\$ 262,718.85	\$ 237,061.68	\$ 219,866.93	\$ 401,102.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL EXPENSES</b>	<b>Sewer Enterprise</b>	<b>\$ 8,084,828.82</b>	<b>\$ 8,981,566.71</b>	<b>\$ 9,173,769.88</b>	<b>\$ 9,198,996.27</b>	<b>\$ 9,653,512.72</b>	<b>\$ 9,888,420.11</b>	<b>\$ 9,913,303.11</b>	<b>\$ 259,790.39</b>	<b>2.7%</b>
									\$ 259,790.39	
<b>GRAND TOTAL</b>		<b>\$ 13,850,849.71</b>	<b>\$ 15,529,532.49</b>	<b>\$ 16,400,254.60</b>	<b>\$ 16,093,234.43</b>	<b>\$ 16,755,047.72</b>	<b>\$ 17,690,635.56</b>	<b>\$ 17,612,509.57</b>	<b>\$ 857,461.85</b>	<b>5.1%</b>
									<b>\$ 857,461.85</b>	

Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		FY2016 ACTUALS	FY2017 ACTUALS	FY2018 ACTUALS	FY2019 ACTUALS	FY2020 ADJ. BUDGET	FY2021 DEPT. REQ.	FY2021 TA RECOM	\$ Change	% Change
6504 Water Transfers										
6504 585200	Equipment and Wiring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6504 595201	Transf to OPEB Trust	\$ 8,068.00	\$ 6,874.00	\$ 7,694.00	\$ 37,000.00	\$ 10,485.00	\$ 10,485.00	\$ 6,990.00	\$ (3,495.00)	-33.3%
6504 596100	Transfers Out - Town Support	\$ 163,000.00	\$ 166,000.00	\$ 170,150.00	\$ 173,553.00	\$ 519,000.00	\$ 664,000.00	\$ 664,000.00	\$ 145,000.00	27.9%
6504 596300	Transfers to Water Projects	\$ 503,000.00	\$ 860,000.00	\$ 1,385,200.00	\$ 797,100.00	\$ 206,820.00	\$ 79,400.00	\$ 36,900.00	\$ (169,920.00)	-82.2%
<b>TOTAL</b>	<b>Water Transfers</b>	<b>\$ 674,068.00</b>	<b>\$ 1,032,874.00</b>	<b>\$ 1,563,044.00</b>	<b>\$ 1,007,653.00</b>	<b>\$ 736,305.00</b>	<b>\$ 753,885.00</b>	<b>\$ 707,890.00</b>	<b>\$ (28,415.00)</b>	<b>-3.9%</b>
6504102 Retirement of MWRA Debt Wat/Se										
6504102 591005	MWRA Ret of Debt	\$ 556,357.00	\$ 656,357.00	\$ 656,357.00	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL</b>	<b>Retirement of MWRA Debt</b>	<b>\$ 556,357.00</b>	<b>\$ 656,357.00</b>	<b>\$ 656,357.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
6504501 Water Admin Personnel Expense										
6504501 511000	Full Time Water Admin	\$ 150,877.13	\$ 152,459.65	\$ 158,637.42	\$ 154,876.94	\$ 170,336.00	\$ 172,175.87	\$ 172,175.87	\$ 1,839.87	1.1%
6504501 511001	Full Time Salaries Systemwide	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6504501 513000	Water Admin Overtime				\$ 237.18	\$ -	\$ -	\$ -	\$ -	#DIV/0!
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	\$ 875.00	\$ 875.00	\$ 50.00	6.1%
6504501 517000	Health Ins Water	\$ 16,285.00	\$ 16,285.00	\$ 16,690.00	\$ 18,195.00	\$ 19,651.00	\$ 20,437.04	\$ 20,437.04	\$ 786.04	4.0%
6504501 517200	Workers Comp Water	\$ -	\$ -	\$ -	\$ -	\$ 914.00	\$ 932.28	\$ 932.28	\$ 18.28	2.0%

# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6504501 517800	Medicare Water	\$ 2,140.00	\$ 2,266.00	\$ 2,340.00	\$ 2,258.00	\$ 2,269.00	\$ 2,325.73	\$ 2,325.73	\$ 56.73	2.5%
6504501 518000	Retirement Water	\$ 35,375.00	\$ 37,843.00	\$ 44,015.00	\$ 43,019.00	\$ 86,098.00	\$ 86,098.00	\$ 86,098.00	\$ -	0.0%
<b>TOTAL</b>	<b>Water Admin Personnel Ex</b>	<b>\$ 206,100.43</b>	<b>\$ 210,251.48</b>	<b>\$ 225,438.51</b>	<b>\$ 218,586.12</b>	<b>\$ 280,093.00</b>	<b>\$ 282,843.92</b>	<b>\$ 282,843.92</b>	<b>\$ 2,750.92</b>	<b>1.0%</b>
6504502 Water Admin Exp										
6504502 522800	Gas Utility Water	\$ 7,515.81	\$ 9,326.43	\$ 10,339.99	\$ 11,371.68	\$ 11,575.00	\$ 11,923.00	\$ 11,923.00	\$ 348.00	3.0%
6504502 522900	Electricity Water	\$ 7,924.42	\$ 8,158.89	\$ 6,986.35	\$ 9,054.04	\$ 8,745.00	\$ 8,745.00	\$ 8,745.00	\$ -	0.0%
6504502 524300	Maint Bldg Water	\$ 4,307.25	\$ 1,306.55	\$ 7,274.86	\$ 7,070.66	\$ 8,000.00	\$ 8,240.00	\$ 8,240.00	\$ 240.00	3.0%
6504502 524301	Repair Contractual Services	\$ -	\$ 1,526.00	\$ 615.00	\$ 6,223.50	\$ 1,640.00	\$ 1,640.00	\$ 1,640.00	\$ -	0.0%
6504502 524500	Maint Office Equip Water	\$ 532.61	\$ -	\$ 87.19	\$ -	\$ 1,030.00	\$ 1,030.00	\$ 1,030.00	\$ -	0.0%
6504502 524502	Wat Munis Tyler Tech Maint	\$ 11,758.00	\$ 19,080.00	\$ 19,462.63	\$ 19,462.64	\$ 20,000.00	\$ 20,500.00	\$ 20,500.00	\$ 500.00	2.5%
6504502 530000	Water Admin-ProfServ	\$ 2,851.25	\$ 2,191.10	\$ 2,181.25	\$ 800.00	\$ 4,120.00	\$ 4,120.00	\$ 4,120.00	\$ -	0.0%
6504502 530700	Laboratory Services Water	\$ -	\$ -	\$ -	\$ 300.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0.0%
6504502 530800	Meter Reading Services Water	\$ 93,580.51	\$ 105,779.87	\$ 106,398.33	\$ 118,224.74	\$ 153,686.00	\$ 256,143.00	\$ 256,143.00	\$ 102,457.00	66.7%
6504502 531900	Advertising Water	\$ 203.26	\$ -	\$ 624.71	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0.0%
6504502 534100	Tel & Communications Water	\$ 3,492.00	\$ 4,647.41	\$ 3,799.04	\$ 4,082.34	\$ 3,207.00	\$ 4,207.00	\$ 4,207.00	\$ 1,000.00	31.2%
6504502 534500	Postage Water	\$ -	\$ 26.46	\$ -	\$ 528.99	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	0.0%
6504502 534700	Printing Water	\$ -	\$ -	\$ -	\$ 676.48	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	0.0%
6504502 538500	Reserve Fund Water	\$ 29,088.22	\$ 44,444.73	\$ 95,718.38	\$ 45,009.97	\$ 57,000.00	\$ 58,710.00	\$ 58,710.00	\$ 1,710.00	3.0%
6504502 542100	Office Supplies Water	\$ 2,851.34	\$ 2,824.78	\$ 3,253.82	\$ 2,920.91	\$ 3,040.00	\$ 3,040.00	\$ 3,131.00	\$ 91.00	3.0%

# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6504502 542200	Computer Supplies Water	\$ 603.00	\$ 1,773.93	\$ 1,879.70	\$ 1,279.70	\$ 1,500.00	\$ 1,545.00	\$ 1,545.00	\$ 45.00	3.0%
6504502 545000	Custodial Supplies Water	\$ 947.72	\$ 1,174.35	\$ 283.98	\$ 731.88	\$ 685.00	\$ 710.00	\$ 710.00	\$ 25.00	3.6%
6504502 552900	Books & Periodicals Water	\$ 485.00	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ (200.00)	-100.0%
6504502 558900	Medical Reports Water	\$ 610.00	\$ 100.00	\$ 600.00	\$ 555.00	\$ 300.00	\$ 500.00	\$ 500.00	\$ 200.00	66.7%
6504502 569500	Safe Drinking Water Assessment	\$ 6,771.27	\$ 6,518.14	\$ 6,925.20	\$ 6,897.56	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -	0.0%
6504502 571000	Travel Reimbursement Water	\$ 1,650.08	\$ 1,571.69	\$ 2,194.90	\$ 8.00	\$ 1,470.00	\$ 1,470.00	\$ 1,470.00	\$ -	0.0%
6504502 573000	Assoc Dues/Conferences	\$ 4,166.64	\$ 3,528.24	\$ 2,965.88	\$ 3,488.50	\$ 5,150.00	\$ 5,150.00	\$ 5,150.00	\$ -	0.0%
6504502 573400	Street Opening Permits	\$ 4,200.00	\$ 4,050.00	\$ 2,900.00	\$ 4,650.00	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	25.0%
<b>TOTAL</b>	<b>Water Admin Exp</b>	<b>\$ 183,644.38</b>	<b>\$ 218,028.57</b>	<b>\$ 274,491.21</b>	<b>\$ 243,336.59</b>	<b>\$ 295,148.00</b>	<b>\$ 402,473.00</b>	<b>\$ 402,564.00</b>	<b>\$ 107,416.00</b>	<b>36.4%</b>
6504503	Water Admin Exp									
6504503 585200	Billing Software Upgrade	\$ -	\$ 38,149.05	\$ -	\$ -	\$ 90,000.00	\$ 40,000.00	\$ 85,995.00	\$ (4,005.00)	-4.5%
65550743 589500	Vehicle Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL</b>	<b>Water Admin Exp</b>	<b>\$ -</b>	<b>\$ 38,149.05</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 90,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 85,995.00</b>	<b>\$ (4,005.00)</b>	<b>-4.5%</b>
6504511	Water Maint Personnel Exp									
6504511 511000	Water Maint Full Time Salaries	\$ 569,988.71	\$ 561,401.31	\$ 563,941.92	\$ 603,707.76	\$ 609,793.00	\$ 628,623.64	\$ 628,623.64	\$ 18,830.64	3.1%
6504511 511100	Water Maint Part Time Salaries	\$ 18,668.05	\$ 8,864.00	\$ 9,612.00	\$ 8,064.00	\$ 15,455.00	\$ 16,770.00	\$ 16,770.00	\$ 1,315.00	8.5%
6504511 513000	OT Water	\$ 116,038.95	\$ 111,779.01	\$ 136,569.31	\$ 185,980.06	\$ 164,735.00	\$ 164,735.00	\$ 164,735.00	\$ -	0.0%
6504511 514000	On Call Pay	\$ 36,748.39	\$ 36,462.08	\$ 35,224.45	\$ 38,152.75	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ -	0.0%
6504511 514001	Personal Day Paid in lieu time				\$ 150.00	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	#DIV/0!

# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6504511 514400	Meal Allowance Water	\$ 220.00	\$ 150.00	\$ 190.00	\$ 190.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	0.0%
6504511 514800	Longevity Water	\$ 3,550.00	\$ 3,250.00	\$ 4,268.75	\$ 3,925.00	\$ 5,875.00	\$ 6,825.00	\$ 6,825.00	\$ 950.00	16.2%
6504511 515200	Water Maint Availability Stipe	\$ 6,357.00	\$ 6,331.00	\$ 4,550.00	\$ 4,875.00	\$ 6,760.00	\$ 6,760.00	\$ 6,760.00	\$ -	0.0%
6504511 515500	Water Maint CDL Stipend	\$ 10,085.00	\$ 9,610.00	\$ 10,200.00	\$ 8,300.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00	\$ -	0.0%
6504511 517000	Health Ins Water	\$ 119,020.00	\$ 105,465.00	\$ 91,400.00	\$ 92,925.00	\$ 100,359.00	\$ 104,373.36	\$ 104,373.36	\$ 4,014.36	4.0%
6504511 517101	Health Insurance Retirees	\$ 76,900.00	\$ 81,497.00	\$ 93,740.00	\$ 59,617.00	\$ 64,386.00	\$ 66,961.44	\$ 66,961.44	\$ 2,575.44	4.0%
6504511 517200	Workers Comp Water	\$ 1,900.50	\$ 2,313.70	\$ 2,056.00	\$ 20,665.00	\$ 23,765.00	\$ 24,240.30	\$ 24,240.30	\$ 475.30	2.0%
6504511 517800	Medicare Water	\$ 9,082.00	\$ 9,228.00	\$ 9,270.00	\$ 9,435.00	\$ 12,792.00	\$ 13,111.80	\$ 13,111.80	\$ 319.80	2.5%
6504511 518000	Retirement Water	\$ 171,905.00	\$ 183,979.00	\$ 213,972.00	\$ 233,725.00	\$ 350,961.00	\$ 350,961.00	\$ 350,961.00	\$ -	0.0%
6504511 519001	Working Out of Grade	\$ 1,271.06	\$ 1,268.73	\$ 8,849.57	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	0.0%
6504511 519900	Clothing Allowance - Water	\$ 7,910.00	\$ 7,363.33	\$ 8,456.80	\$ 7,910.00	\$ 7,910.00	\$ 7,910.00	\$ 7,910.00	\$ -	0.0%
<b>TOTAL</b>	<b>Water Maint Personnel Ex</b>	<b>\$ 1,149,644.66</b>	<b>\$ 1,128,962.16</b>	<b>\$ 1,192,300.80</b>	<b>\$ 1,280,121.57</b>	<b>\$ 1,420,991.00</b>	<b>\$ 1,450,671.54</b>	<b>\$ 1,450,671.54</b>	<b>\$ 29,680.54</b>	<b>2.1%</b>
	6504512 Water Maint Expenses									
6504512 524100	Water Maint-Backflow Prev	\$ -	\$ 778.05	\$ -	\$ -	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 500.00	25.0%
6504512 524400	Maint Vehicles Water	\$ 24,368.03	\$ 32,120.12	\$ 15,881.67	\$ 40,123.18	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00	\$ 5,000.00	25.0%
6504512 524500	Maint Equip Water	\$ 1,134.52	\$ 569.77	\$ 1,702.30	\$ 17,946.32	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ -	0.0%
6504512 529700	Soil Removal	\$ -	\$ 7,200.00	\$ 4,582.50	\$ 7,863.75	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00	\$ 10,000.00	50.0%
6504512 530007	Leak Detection MWRA	\$ 13,775.00	\$ 13,775.00	\$ 13,775.00	\$ 15,159.00	\$ 16,015.00	\$ 16,015.00	\$ 16,015.00	\$ -	0.0%
6504512 530900	Contract Patching Water	\$ 46,208.00	\$ 73,006.00	\$ 69,602.20	\$ 132,706.46	\$ 86,520.00	\$ 115,000.00	\$ 115,000.00	\$ 28,480.00	32.9%

Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6504512 531600	Police Detail Water	\$ 7,069.19	\$ 10,305.65	\$ 5,293.36	\$ 8,055.02	\$ 4,080.00	\$ 4,080.00	\$ 4,080.00	\$ -	0.0%
6504512 531700	Employee Training	\$ 2,055.00	\$ 2,095.00	\$ 3,302.00	\$ 1,070.00	\$ 3,000.00	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	33.3%
6504512 534800	GIS Maintenance Prof-Scvs	\$ 7,750.00	\$ 16,439.96	\$ 9,750.00	\$ 20,000.00	\$ 20,400.00	\$ 20,400.00	\$ 20,400.00	\$ -	0.0%
6504512 548900	Water Unleaded Fuel	\$ 3,267.71	\$ 1,612.66	\$ 2,762.41	\$ 6,588.21	\$ 5,565.00	\$ 7,000.00	\$ 7,000.00	\$ 1,435.00	25.8%
6504512 548901	Water Diesel Fuel	\$ 8,701.79	\$ 5,567.09	\$ 9,285.92	\$ 13,289.47	\$ 13,650.00	\$ 15,000.00	\$ 15,000.00	\$ 1,350.00	9.9%
6504512 549000	Medical Supplies Water	\$ 127.26	\$ 32.66	\$ 230.99	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ -	0.0%
6504512 553100	Public Works Supplies Water	\$ 26,530.89	\$ 34,139.11	\$ 37,500.48	\$ 45,874.89	\$ 33,940.00	\$ 83,057.00	\$ 83,057.00	\$ 49,117.00	144.7%
6504512 553400	Sidewalk Repair Water	\$ -	\$ -	\$ 11,613.60	\$ 2,820.00	\$ 3,060.00	\$ 3,060.00	\$ 3,060.00	\$ -	0.0%
6504512 553500	Water Meters	\$ 29,365.67	\$ 128,562.27	\$ 101,002.38	\$ 44,567.34	\$ 22,950.00	\$ 12,950.00	\$ 12,950.00	\$ (10,000.00)	-43.6%
6504512 553600	Water Repair Supplies	\$ 76,533.40	\$ 44,906.68	\$ 59,034.36	\$ 50,704.23	\$ 40,575.00	\$ 40,575.00	\$ 40,575.00	\$ -	0.0%
6504512 569400	MWRA Assessment Water	\$ 2,674,576.00	\$ 2,828,456.00	\$ 2,906,748.00	\$ 2,845,415.00	\$ 3,002,417.00	\$ 3,152,538.00	\$ 3,049,438.00	\$ 47,021.00	1.6%
6504512 573100	License Reimb Water	\$ 779.00	\$ 315.00	\$ 523.53	\$ 637.00	\$ 500.00	\$ 700.00	\$ 700.00	\$ 200.00	40.0%
6504512 591003	Loan Repayment MWRA	\$ -	\$ -	\$ -	\$ 891,721.01	\$ 982,726.00	\$ 925,867.00	\$ 925,867.00	\$ (56,859.00)	-5.8%
6504512 591004	Billing Process Service Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 413,000.00	\$ 413,000.00	\$ 413,000.00	#DIV/0!
<b>TOTAL</b>	<b>Water Maint Expenses</b>	<b>\$ 2,927,682.41</b>	<b>\$ 3,199,881.02</b>	<b>\$ 3,252,590.70</b>	<b>\$ 4,144,540.88</b>	<b>\$ 4,278,998.00</b>	<b>\$ 4,872,342.00</b>	<b>\$ 4,769,242.00</b>	<b>\$ 490,244.00</b>	<b>11.5%</b>
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!

# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
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!
<b>TOTAL</b>	<b>Interest on Long term De</b>	<b>\$ 23,922.01</b>	<b>\$ 23,462.50</b>	<b>\$ 22,262.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>TOTAL EXPENSES</b>	<b>Water Enterprise</b>	<b>\$ 5,766,020.89</b>	<b>\$ 6,547,965.78</b>	<b>\$ 7,226,484.72</b>	<b>\$ 6,894,238.16</b>	<b>\$ 7,101,535.00</b>	<b>\$ 7,802,215.46</b>	<b>\$ 7,699,206.46</b>	<b>\$ 597,671.46</b>	<b>8.4%</b>
									<b>\$ 597,671.46</b>	
6604 Sewer Enterprise Transfers										
6604 595202	Transf to OPEB Trust	\$ 7,335.00	\$ 5,843.00	\$ 6,540.00	\$ 42,000.00	\$ 5,527.00	\$ 5,527.00	\$ 4,112.00	\$ (1,415.00)	-25.6%
6604 596000	Sewer Ent Transfers Out	\$ 130,000.00	\$ 133,000.00	\$ 136,325.00	\$ 139,052.00	\$ 519,000.00	\$ 519,000.00	\$ 519,000.00	\$ -	0.0%
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	\$ 863,200.00	\$ 863,200.00	\$ 121,100.00	16.3%
<b>TOTAL</b>	<b>Sewer Enterprise Transfe</b>	<b>\$ 615,835.00</b>	<b>\$ 1,318,213.00</b>	<b>\$ 1,353,070.00</b>	<b>\$ 1,265,572.00</b>	<b>\$ 1,266,627.00</b>	<b>\$ 1,387,727.00</b>	<b>\$ 1,386,312.00</b>	<b>\$ 119,685.00</b>	<b>9.4%</b>
6604401 Sewer Personnel Expenses										
6604401 511000	Full Time Sewer	\$ 418,767.34	\$ 419,514.14	\$ 439,462.81	\$ 453,048.89	\$ 450,242.72	\$ 465,290.74	\$ 465,290.74	\$ 15,048.02	3.3%
6604401 513000	Overtime Sewer	\$ 59,325.61	\$ 71,423.66	\$ 66,650.06	\$ 64,573.84	\$ 76,964.00	\$ 76,964.00	\$ 76,964.00	\$ -	0.0%

# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6604401 514000	Sewer CDL Stipend	\$ 11,365.50	\$ 12,232.51	\$ 11,242.71	\$ 10,250.75	\$ 15,173.00	\$ 15,173.00	\$ 15,173.00	\$ -	0.0%
6604401 514001	Personal Day Paid in lieu time	\$ 894.90	\$ 1,049.62	\$ 1,224.34	\$ 1,439.16	\$ 1,225.00	\$ 1,500.00	\$ 1,500.00	\$ 275.00	22.4%
6604401 514400	Meal Allow Sewer	\$ 20.00	\$ 20.00	\$ 80.00	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	0.0%
6604401 514800	Longevity Sewer	\$ 2,400.00	\$ 2,450.00	\$ 2,887.50	\$ 2,500.00	\$ 3,600.00	\$ 4,000.00	\$ 4,000.00	\$ 400.00	11.1%
6604401 515500	Sewer CDL Stipend	\$ 6,835.00	\$ 9,890.00	\$ 10,200.00	\$ 9,475.00	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00	\$ -	0.0%
6604401 515600	ASFME Trainer Stipend	\$ -	\$ -	\$ 1,019.19	\$ 999.96	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	0.0%
6604401 517000	Health Ins Sewer	\$ 103,720.00	\$ 103,720.00	\$ 132,915.00	\$ 122,600.00	\$ 132,408.00	\$ 137,704.32	\$ 137,704.32	\$ 5,296.32	4.0%
6604401 517101	Health Insurance Retirees	\$ 58,013.00	\$ 48,484.00	\$ 50,250.00	\$ 42,889.00	\$ 43,320.00	\$ 45,052.80	\$ 45,052.80	\$ 1,732.80	4.0%
6604401 517200	Workers Comp Sewer	\$ 1,900.50	\$ 2,313.71	\$ 2,056.00	\$ 2,355.50	\$ 24,894.00	\$ 25,391.88	\$ 25,391.88	\$ 497.88	2.0%
6604401 517800	Medicare Sewer	\$ 6,427.00	\$ 6,593.00	\$ 6,695.00	\$ 6,785.00	\$ 8,153.00	\$ 8,356.83	\$ 8,356.83	\$ 203.83	2.5%
6604401 517900	Life Ins Sewer	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	0.0%
6604401 518000	Retire Sewer	\$ 356,580.18	\$ 379,497.00	\$ 405,845.00	\$ 434,135.00	\$ 437,059.00	\$ 437,059.00	\$ 437,059.00	\$ -	0.0%
6604401 519001	SanSewer Working out of Grade	\$ 2,120.95	\$ 1,942.13	\$ 2,615.88	\$ 1,548.70	\$ 1,600.00	\$ 1,665.00	\$ 1,665.00	\$ 65.00	4.1%
6604401 519003	Sewer Clothing Allowance	\$ 2,460.00	\$ -	\$ 410.00	\$ 820.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6604401 519900	Clothing Allowance	\$ 4,100.00	\$ 7,128.84	\$ 5,535.00	\$ 5,740.00	\$ 6,560.00	\$ 6,560.00	\$ 6,560.00	\$ -	0.0%
<b>TOTAL</b>	<b>Sewer Personnel Expenses</b>	<b>\$ 1,034,929.98</b>	<b>\$ 1,066,258.61</b>	<b>\$ 1,139,088.49</b>	<b>\$ 1,159,160.80</b>	<b>\$ 1,212,998.72</b>	<b>\$ 1,236,517.57</b>	<b>\$ 1,236,517.57</b>	<b>\$ 23,518.85</b>	<b>1.9%</b>
6604402 Sewer Oper Expenses										
6604402 522900	Electricity Sewer	\$ 2,320.20	\$ 2,880.94	\$ 2,865.11	\$ 2,881.63	\$ 6,445.00	\$ 6,445.00	\$ 6,445.00	\$ -	0.0%



# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
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	\$ 19,462.62	\$ 20,000.00	\$ 20,500.00	\$ 20,500.00	\$ 500.00	2.5%
6604402 527300	Rental of Equip Sewer	\$ 39,342.98	\$ 30,944.69	\$ 50,440.98	\$ 44,093.34	\$ 45,075.00	\$ 45,975.00	\$ 45,975.00	\$ 900.00	2.0%
6604402 529700	Sewer Soil Removal & Disp	\$ -	\$ -	\$ 9,975.52	\$ 10,000.00	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00	\$ 10,000.00	50.0%
6604402 530000	Sewer Admin-ProfServ	\$ -	\$ 1,800.00	\$ 4,375.00	\$ -	\$ 4,640.00	\$ 4,640.00	\$ 4,640.00	\$ -	0.0%
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)	-100.0%
6604402 530801	Sewer Billing Service&Upgrade	\$ -	\$ 38,149.05	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ (30,000.00)	-100.0%
6604402 530900	Contract Patch Sewer	\$ 47,740.00	\$ 49,175.00	\$ 50,650.00	\$ 52,170.00	\$ 53,735.00	\$ 53,735.00	\$ 53,735.00	\$ -	0.0%
6604402 531600	Police Details Sewer	\$ 3,754.27	\$ 3,005.06	\$ 6,992.32	\$ 2,164.88	\$ 7,620.00	\$ 7,620.00	\$ 7,620.00	\$ -	0.0%
6604402 534100	Telephone Sewer	\$ 1,246.75	\$ 1,360.60	\$ 1,409.55	\$ 968.17	\$ 1,790.00	\$ 1,790.00	\$ 1,790.00	\$ -	0.0%
6604402 534800	Prof Services - GIS Maint	\$ 7,750.00	\$ 15,350.00	\$ 9,750.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	0.0%
6604402 538200	Outside Labor Sewer	\$ 3,270.00	\$ 5,095.00	\$ 6,165.00	\$ 7,750.00	\$ 6,540.00	\$ 6,870.00	\$ 6,870.00	\$ 330.00	5.0%
6604402 553100	PW Supplies Sewer	\$ 64,995.00	\$ 66,234.04	\$ 67,503.24	\$ 81,262.17	\$ 80,930.00	\$ 83,360.00	\$ 83,360.00	\$ 2,430.00	3.0%
6604402 569400	MWRA Assessment Sewer	\$ 4,624,861.00	\$ 4,825,479.00	\$ 4,923,065.00	\$ 5,092,015.00	\$ 5,374,220.00	\$ 5,562,317.00	\$ 5,587,200.00	\$ 212,980.00	4.0%
6604402 573400	Street Opening Permits	\$ -	\$ 75.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	0.0%
6604402 578500	Sewer Reserve fund	\$ 63,036.75	\$ 78,868.53	\$ 81,355.00	\$ 83,796.00	\$ 86,310.00	\$ 88,890.00	\$ 88,890.00	\$ 2,580.00	3.0%
<b>TOTAL</b>	<b>Sewer Oper Expenses</b>	<b>\$ 4,950,074.95</b>	<b>\$ 5,237,638.28</b>	<b>\$ 5,346,407.67</b>	<b>\$ 5,527,709.81</b>	<b>\$ 5,852,762.00</b>	<b>\$ 5,925,142.00</b>	<b>\$ 5,950,025.00</b>	<b>\$ 97,263.00</b>	<b>1.7%</b>
6604441	Stormwater Personnel Exp									

# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
6604441 511000	Full Time Stormwater	\$ 182,896.16	\$ 195,231.49	\$ 199,171.84	\$ 175,579.54	\$ 212,631.00	\$ 222,145.02	\$ 222,145.02	\$ 9,514.02	4.5%
6604441 513000	Overtime	\$ -	\$ -	\$ -	\$ 26.61	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6604441 514800	Longevity Stormwater	\$ 729.17	\$ 400.00	\$ 500.00	\$ 600.00	\$ 700.00	\$ 1,050.00	\$ 1,050.00	\$ 350.00	50.0%
6604441 515500	Stormwater CDL Stipend	\$ 3,820.00	\$ 3,840.00	\$ 4,150.00	\$ 4,550.00	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ -	0.0%
6604441 517000	Health Ins Stormwater	\$ 42,115.00	\$ 48,855.00	\$ 45,700.00	\$ 24,910.00	\$ 26,903.00	\$ 27,979.12	\$ 27,979.12	\$ 1,076.12	4.0%
6604441 517800	Medicare Stormwater	\$ 3,100.00	\$ 3,177.00	\$ 3,145.00	\$ 3,150.00	\$ 3,216.00	\$ 3,296.40	\$ 3,296.40	\$ 80.40	2.5%
6604441 519003	Stormwater Clothing Allowance	\$ 2,186.67	\$ 3,280.04	\$ 2,255.00	\$ 3,003.67	\$ 3,280.00	\$ 3,280.00	\$ 3,280.00	\$ -	0.0%
<b>TOTAL</b>	<b>Stormwater Personnel Exp</b>	<b>\$ 234,847.00</b>	<b>\$ 254,783.53</b>	<b>\$ 254,921.84</b>	<b>\$ 211,819.82</b>	<b>\$ 251,930.00</b>	<b>\$ 262,950.54</b>	<b>\$ 262,950.54</b>	<b>\$ 11,020.54</b>	<b>4.4%</b>
6604442 Stormwater Operating Expenses										
6604442 522900	Stormwater - Electricity	\$ 265.18	\$ 262.98	\$ 286.68	\$ 267.25	\$ 670.00	\$ 670.00	\$ 670.00	\$ -	0.0%
6604442 527300	Equip Rental Stormwater	\$ 6,430.29	\$ 11,817.50	\$ 14,545.99	\$ 14,847.94	\$ 14,995.00	\$ 15,445.00	\$ 15,445.00	\$ 450.00	3.0%
6604442 529700	Stormwater Soil Rmvl & Disp	\$ -	\$ 8,000.00	\$ 9,913.53	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	0.0%
6604442 530002	ABC Stormwater Gauge Maint	\$ 8,000.00	\$ 8,000.00	\$ 8,029.43	\$ 8,000.00	\$ 8,665.00	\$ 8,665.00	\$ 8,665.00	\$ -	0.0%
6604442 530006	Storm Water Regulation	\$ 63,500.00	\$ 24,993.29	\$ 22,637.31	\$ 13,803.24	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ -	0.0%
6604442 530900	Contract Patch Stormwater	\$ 18,810.00	\$ 19,375.00	\$ 19,955.00	\$ 20,554.00	\$ 21,170.00	\$ 21,170.00	\$ 21,170.00	\$ -	0.0%
6604442 538200	Outside Labor Stormwater	\$ 86,017.91	\$ 37,171.99	\$ 123,878.01	\$ 96,445.20	\$ 97,322.00	\$ 103,100.00	\$ 104,515.00	\$ 7,193.00	7.4%
6604442 553100	PW Supplies Stormwater	\$ 20,226.55	\$ 19,999.74	\$ 20,735.00	\$ 22,049.21	\$ 22,000.00	\$ 22,660.00	\$ 22,660.00	\$ 660.00	3.0%
6604442 573400	Street Opening Permits	\$ -	\$ -	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	0.0%

Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016</u> <u>ACTUALS</u>	<u>FY2017</u> <u>ACTUALS</u>	<u>FY2018</u> <u>ACTUALS</u>	<u>FY2019</u> <u>ACTUALS</u>	<u>FY2020</u> <u>ADJ. BUDGET</u>	<u>FY2021</u> <u>DEPT. REQ.</u>	<u>FY2021</u> <u>TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
<b>TOTAL</b>	<b>Stormwater Operating Exp</b>	<b>\$ 203,249.93</b>	<b>\$ 129,620.50</b>	<b>\$ 223,980.95</b>	<b>\$ 187,966.84</b>	<b>\$ 226,822.00</b>	<b>\$ 233,710.00</b>	<b>\$ 235,125.00</b>	<b>\$ 8,303.00</b>	<b>3.7%</b>
	6607102 Retirement of Debt									
6604443 587000	MWPAT Orig Fee FY31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
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	\$ 842,373.00	\$ -	0.0%
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!
<b>TOTAL</b>	<b>Retirement of Debt</b>	<b>\$ 783,173.11</b>	<b>\$ 737,991.11</b>	<b>\$ 636,434.00</b>	<b>\$ 445,665.00</b>	<b>\$ 842,373.00</b>	<b>\$ 842,373.00</b>	<b>\$ 842,373.00</b>	<b>\$ -</b>	<b>0.0%</b>
	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	\$ -	\$ -	\$ -	\$ -	#DIV/0!
6607512 591221	Sewer Int MWPAT to FY31	\$ 145,183.61	\$ 137,339.05	\$ 129,333.95	\$ 303,931.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
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!

# Town of Belmont - Town Administrator's Fiscal Year 2021 Budget Recommendation

		<u>FY2016 ACTUALS</u>	<u>FY2017 ACTUALS</u>	<u>FY2018 ACTUALS</u>	<u>FY2019 ACTUALS</u>	<u>FY2020 ADJ. BUDGET</u>	<u>FY2021 DEPT. REQ.</u>	<u>FY2021 TA RECOM</u>	<u>\$ Change</u>	<u>% Change</u>
TOTAL	Interest on Long-term Debt *	\$ 262,718.85	\$ 237,061.68	\$ 219,866.93	\$ 401,102.00	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>TOTAL EXPENSES</b>	<b>Sewer Enterprise</b>	<b>\$ 8,084,828.82</b>	<b>\$ 8,981,566.71</b>	<b>\$ 9,173,769.88</b>	<b>\$ 9,198,996.27</b>	<b>\$ 9,653,512.72</b>	<b>\$ 9,888,420.11</b>	<b>\$ 9,913,303.11</b>	<b>\$ 259,790.39</b>	<b>2.7%</b>
									\$ 259,790.39	
<b>GRAND TOTAL</b>		<b>\$ 13,850,849.71</b>	<b>\$ 15,529,532.49</b>	<b>\$ 16,400,254.60</b>	<b>\$ 16,093,234.43</b>	<b>\$ 16,755,047.72</b>	<b>\$ 17,690,635.56</b>	<b>\$ 17,612,509.57</b>	<b>\$ 857,461.85</b>	<b>5.1%</b>
									<b>\$ 857,461.85</b>	

# BELMONT PUBLIC SCHOOLS

## FY21 Budget (July 1, 2020–June 30, 2021)



### **BELMONT SCHOOL COMMITTEE**

Andrea Prestwich, *Chair*  
Catherine Bowen, *Secretary*  
Michael Crowley  
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 FY20), funds for increasing enrollment, Students Services, Out-of-District Tuitions, and Special Education Transportation.

This increase in funding for FY16 – FY20 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.

The 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.

The development of the FY21 Budget has also been informed by the School Department's participation in the Town Financial Task Force 2 (FTF 2). The goal of the Task Force is to help ensure the long-term fiscal sustainability of Town and School operations – which is in concert with the district's Strategic Plan. In support of the overall Town Budget, for FY21 the district is budgeting to charge a larger portion of its Out-of-District Tuition costs to allocations from State Circuit Breaker funds and Federal Individuals with Disabilities Act (IDEA) Grant funds to offset costs otherwise charged to the General Fund allocation. This increased reliance on external funding sources is a one-time offset and is only possible due to favorable allocations from these funding sources in FY20.

During FY19, the community and Town Meeting voted to approve funding for a 7-12 Belmont Middle 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 FY21 and beyond will focus on the plan for the reconfiguration of grade levels in conjunction with the Belmont Middle 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.

Since the original presentation of the FY21 Budget, we have all experienced the impact of COVID-19. From a fiscal perspective, there are two primary ways in which the FY21 School Budget is affected. First, FY21 estimates of state aid to be received by the Town have been reduced. As a result, in partnering with the Town, we are reducing the FY21 School Budget by \$1,020,800. These reductions include the rescinding of 5.80 new FTEs that we had originally included to address increasing enrollment and class size at the middle school and high school levels. Second, during FY21, we may need to address potential new operational requirements related to the health, safety and well-being of our students and staff; and remote learning. We are responding to the challenges of possible COVID-related operational costs by utilizing remaining FY20 funds to purchase technology devices and cleaning and personal protective items to the extent possible. In addition, in the weeks and months ahead, as we continue to plan for school in the fall, as informed by developing information and guidance, the School Department may need to reallocate resources within its FY21 Budget and/or ask the Town for additional funding in order to respond to health and other requirements.

In conclusion, for FY21 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 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 FY21 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

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# **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 FY21 Budget.

### **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 - 2020**

Learn \* Think \* Create \* Serve

	Strategic Goals	Key Initiatives for 2019-2020
A.	<p><i>To prepare all students for college, career, and life-long learning through</i></p> <ul style="list-style-type: none"> <li>• a balanced and healthy school experience,</li> <li>• continuity of curricula aligned with Commonwealth and community standards,</li> <li>• support for educators to experiment and innovate, and clear articulation of instructional models.</li> </ul>	<p><b><u>Focus Areas:</u></b></p> <p><b>A1.</b> Implement short term plans and develop long term vision to support culturally responsive teaching practices.</p> <p><b>A2.</b> Utilize the District Configuration Education Plan (DCEP) committee work to frame and organize the district vision for teaching and learning, culture, and new school groupings.</p> <p><b><u>Ongoing Operational Work:</u></b></p> <p><b>A3.</b> Continue district-wide implementation of Social Emotional Learning framework.</p> <p><b>A4.</b> Adopt new state model for English language learners (LOOK Act).</p>
B.	<p><i>To support continuous improvement and overall programmatic and fiscal stability by</i></p> <ul style="list-style-type: none"> <li>• engaging administrators, teachers, students, and community stakeholders in generally accepted practices of long- term strategic planning.</li> </ul>	<p><b><u>Focus Areas:</u></b></p> <p><b>B1.</b> Collaborate with the Massachusetts School Building Authority, the BMHS Building Committee, Building Team (Architect &amp; Owner's Project Manager), and BPS and Belmont community members to design and build our new Belmont Middle and High School.</p> <p><b>B2.</b> Work collaboratively to identify the ongoing and future fiscal needs of the district to support the advocacy of an override for the FY21 budget process.</p> <p><b><u>Ongoing Operational Work:</u></b></p> <p><b>B3.</b> Continue to work with town officials to develop short and long term plans to support the fiscal needs of all town departments including schools.</p> <p><b>B4.</b> Conduct an audit of 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><b>B5.</b> Continue to collaborate and advocate for the upkeep and maintenance of school facilities and to work toward the goals of Belmont's Climate Action Plan.</p> <p><b>B6.</b> Develop the new Technology Plan for technology infrastructure and integration in support of teaching and learning at the new Belmont Middle and High School</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"> <li>• hiring well-prepared and diverse professionals,</li> <li>• sustaining continuous professional development by means of clear and coherent plans, and implementing a successful educator evaluation system in line with new Commonwealth standards.</li> </ul>	<p><b><u>Ongoing Operational Work:</u></b></p> <p><b>C1.</b> Continue to expand professional personnel recruitment to increase the diversity of the applicant pool.</p> <p><b>C2.</b> Develop a sustainable substitute system.</p>

## II. FY21 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).

A new Financial Task Force (FTF 2) was commissioned to continue the work of the original FTF for the next several years, beginning with FY21. The FY21 Budget has been developed utilizing the same fiscally sound principles as the previous Three Year Fiscal Plan. 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

## **FY21 SCHOOL DEPARTMENT INITIATIVES, GUIDED BY BELMONT PUBLIC SCHOOLS STRATEGIC PLAN**

- Support the Strategic Plan of the Belmont Public Schools.
- Continue the district-wide professional development for staff, to support the outcomes of the culturally responsive teaching practices. (A1)
- Continue the work of the District Configuration Education Plan Committee to organize the district vision for teaching and learning (A2)
- Continued review of class sizes and control of elementary assignments with planning for projected enrollment increases. (A)
- Continue to collaborate with the Massachusetts School Building Authority (MSBA), the BMHS Building Committee, Building Team (Architect & Owner's Project Manager), and BPS and Belmont community members to design and build our new Belmont Middle and High School. (B1)
- Continue to identify and advocate for the ongoing and future fiscal needs of the district and continue to work with town officials to develop short and long term plans to support the fiscal needs of all town departments including schools. (B2, B3)
- Continue to monitor and analyze the service delivery models for Special Education programs and to develop plans to improve in-district capacity to meet a variety of Special Education needs. (B4)
- Develop the new Technology Plan for technology infrastructure and integration in support of teaching and learning at the new Belmont Middle and High School. (B6)
- 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. (A, B)

## **FY21 BUDGET OBJECTIVES**

- Align FY21 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 a 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 Middle High School Building Project, including: staffing, curriculum and instruction, and operations. Project, including: staffing, curriculum and instruction, and operations.

## **TECHNICAL BUDGET ASSUMPTIONS**

- School General Fund Budget for FY21 is \$61,485,641.
- The district has developed a Five-Year Plan to add needed positions to address student enrollment, in conjunction with the District Configuration Education Plan.
  - Phase 1 of this plan (FY21) calls for an additional 15.00 FTEs in professional positions (see table below)
  - The FY21 Budget reflects rolling forward all existing positions; and originally adding only 5.80 FTEs of the 15.00 FTEs in Phase 1 of the Five-Year Plan
    - ❖ However, in response to reduced FY21 state aide estimates resulting from COVID-19, we have partnered with the Town and reduced the school budget by rescinding the 5.80 FTEs originally in the FY21 Budget
- Health insurance premiums are budgeted to increase by 3% over FY20 rates (Town-wide).
- Special Education:
  - To support the overall Town budget, the FY21 Special Education out-of-district tuition General Fund budget is a decrease from the FY20 General Fund budget; with an additional \$1,700,000 in costs to be charged to State Circuit Breaker funds and IDEA Grant funds allocated to the district in FY20. This \$1,700,000 is in addition to amounts ordinarily planned to be charged to these external funding sources. This is a one-time adjustment based on favorable State Circuit Breaker and IDEA Grant allocations in FY20.
  - Special Education transportation and contracted services are budgeted at the Town Financial Task Force index factor of 7% over the FY20 Budget.
- Federal grants budgeted in FY21 as level funded from FY20 plus contractual increases for staff allocated to grants.
- User fees will remain the same for FY21.
- State Circuit Breaker and IDEA allocations will continue to be used strategically, in accordance with the School Department's Multi-Year Out-of- District Funding Plan.

## Five Year Staffing Plan, Phase 1 – FY21 (Positions Prioritized)

Level	FTE	Position	Category
Middle School	2.00	1/2 Team - Grade 6	Enrollment
Middle School	2.00	1/2 Team - Grade 7	Enrollment
High School	1.00	Science Teacher	Enrollment
High School	0.40	World Language Teacher	Enrollment
High School	0.40	Social Studies	Enrollment
High School	1.00	Social Worker	Social-emotional/clinical
District-wide	1.00	Nurse	Enrollment, Mandated
District-wide	1.00	ELL Teacher	Enrollment, Mandated
Middle School	1.00	Encore Teacher	Enrollment
Elementary	2.00	Math Coach	Achievement
Elementary	2.00	SPED Chair	Achievement, Enrollment, Mandated
Elementary	1.00	METCO Elementary Coordinator	Achievement
High School	0.20	Chorus	Enrollment

### Total Phase 1

FTEs 15.00

FY21 Total 5.80 Original FY21 Budget

FY21 Total 0.00 Revised FY21 Budget

## PRIMARY COST DRIVERS

### • Strategic Plan Based Cost Drivers

- Student enrollment has increased each year for the past decade.
- 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 3% for FY21.
- 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 FY21, to support the overall Town Budget, the General Fund Special Education out-of-district tuition amount is budgeted at a decrease from the FY20 Budget. An additional \$1,700,000 will be charged to State Circuit Breaker carry over funds and Federal Individuals with Disabilities Act (IDEA) Grant carry over funds allocated to the district in FY20.
  - ❖ This is a one-time additional offset which is made possible by favorable State Circuit Breaker and IDEA allocations in FY20.
  - ❖ Replenishment of a commensurate amount of the additional Circuit Breaker and IDEA funds to be utilized in FY21 will need to be included in the School Department FY22 General Fund Budget.
  - ❖ Special Education transportation costs and contracted services are budgeted at the Task Force index factor of a 7% increase over the FY20 Budget.

## **UNKNOWN VARIABLES**

- Further increases in student enrollment, and the cost of the corresponding additional student supports needed, especially in the areas of EL, 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 yet been determined for FY21.
- Impact of overall decrease in Out-of-District (OOD) funding available.
- New LABBB credit process.
- Ch. 70 process & dollar amount.

## 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	Oct. 1, 2020
BPS K-12 Enrollment	3900	3994	4136	4222	4303	4408	4531	4568	4633	*4700
		94	142	86	81	105	123	37	65	
					<i>Increase, 2011 to 2019:</i>				733	

\*This does not include our OOD or Pre-school students.

BPS enrollment of all students (including Pre-K and OOD) = 4,795



## 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>2019/20 VS PEAK</u>	5	20	39	64
<u>2019/20 VS. 2028/29</u>	-39	-39	-9	-69

## DISTRICT ENROLLMENT PROJECTION SUMMARY

Chart #2.2

	2019/20 Totals (Oct. 1, 2019)	2019/20 Avg/Grade	Peak Year	Peak Totals	Peak Avg/Grade	2027/28 Totals	2027/28 Avg/Grade	Total Change 2019/20 vs 2027/28	Avg/Grade Change 2019/20 vs 2027/28
Elementary	1825	365	2017/18	1877	375	1823	365	-2	0
Middle	1490	373	2021/22	1621	405	1514	379	24	6
High	1318	330	2025/26	1667	417	1586	397	268	67
	4633	356				4923	379	290	

\* 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, 2019

**Chart # 3.1**

<b>Date</b>	<b>Total EL Population</b>	<b>Change from Previous Year</b>	<b>% Change</b>
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%
Oct. 1, 2019	404	35	9%

**ENGLISH LANGUAGE LEARNER POPULATION**

AS A PERCENT OF TOTAL ENROLLMENT K-12

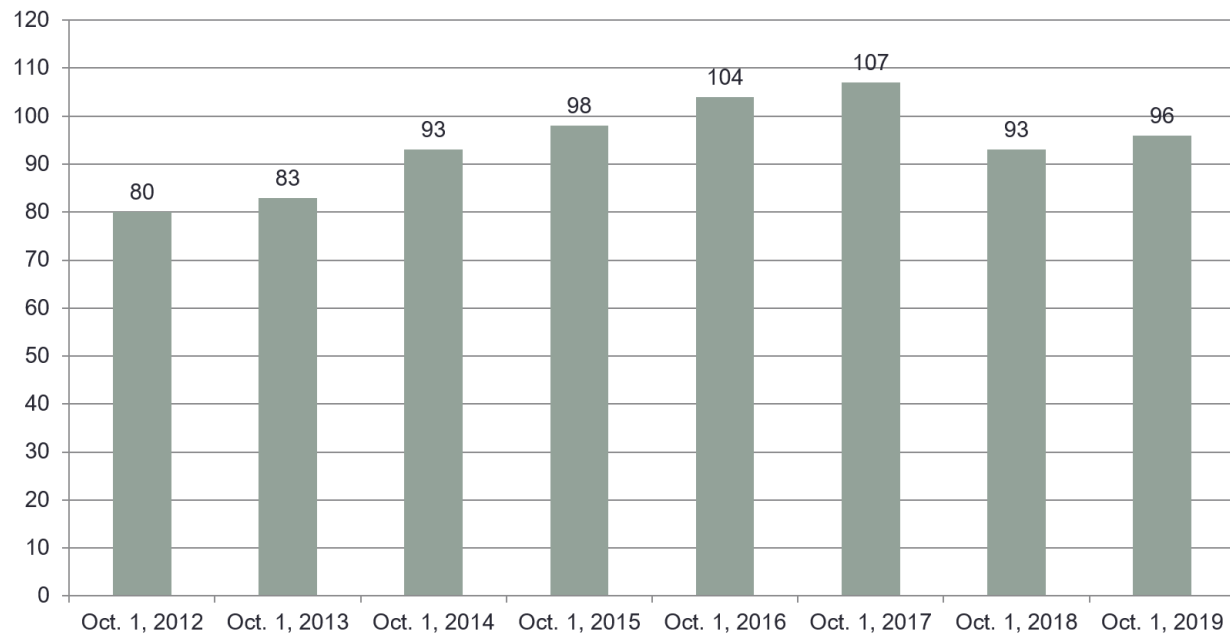
OCTOBER 1, 2010 TO OCTOBER 1, 2019

**Chart # 3.2**

<b>Date</b>	<b>Total Enrollment</b>	<b>Total EL Population</b>	<b>% of Total</b>
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%
Oct. 1, 2019	4633	404	8.7%

## OUT OF DISTRICT (OOD) OCTOBER 2012 THROUGH OCTOBER, 2019

### 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
<b>BELMONT</b>	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 24<sup>th</sup>, 25<sup>th</sup> or 26<sup>th</sup> 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		16,495
<b>BELMONT</b>	<b>11,969</b>		<b>12,259</b>		<b>12,659</b>		<b>12,799</b>		<b>13,029</b>		<b>13,349</b>		<b>13,656</b>		<b>14,246</b>
State Ave vs BELMONT	1,385		1,378		1,363		1,722		1,914		2,162		2,300		2,249
% Below State Average	11.6%		11.2%		10.8%		13.5%		14.7%		16.2%		16.8%		15.8%
Average of Cohort	15,566		15,829		16,335		16,767		17,507		18,007		18,525		19,098
<b>BELMONT</b>	<b>11,969</b>		<b>12,259</b>		<b>12,659</b>		<b>12,799</b>		<b>13,029</b>		<b>13,349</b>		<b>13,656</b>		<b>14,246</b>
Cohort Ave vs BELMONT	3,597		3,570		3,676		3,968		4,478		4,658		4,869		4,852
% Below Cohort Average	30.1%		29.1%		29.0%		31.0%		34.4%		34.9%		35.7%		34.1%

## FY21 BUDGET FINANCIAL HIGHLIGHTS

The FY21 School Department General Fund Budget of \$61,485,641 includes:

	Changes for FY21				Summary of Changes	FY21 Budget	% Change
	FY20 Budget	Roll Forward Amount	Strategic Plan Cost Drivers	External Cost Drivers			
<b><u>FY21 Initial Budget - 11/15/19</u></b>	60,649,451	2,169,177	484,117	903,696	3,556,990	64,206,441	5.86%
<ul style="list-style-type: none"> <li>● Roll-forward all staff and operations</li> <li>● Strategic plan (enrollment increases): <ul style="list-style-type: none"> <li>○ 5.80 teaching FTEs</li> <li>○ Additional school bus</li> <li>○ Health insurance for new positions</li> </ul> </li> <li>● External cost drivers: <ul style="list-style-type: none"> <li>○ Health insurance rates - index 4%</li> <li>○ SPED tuition, transp., contract services - index 7%</li> </ul> </li> </ul>							
<b><u>FY21 Draft 1 Budget - 2/3/20</u></b>		(1,331,347)		(368,653)	(1,700,000)	(1,700,000)	
<ul style="list-style-type: none"> <li>● One-time reduction of \$1.7M in Sped. tuitions to support overall Town budget; made possible by anticipated FY20 ending CB &amp; IDEA balances</li> </ul>							
<b><u>FY21 Draft 2 Budget - 5/26/20</u></b>		(361,307)	(400,000)	(259,493)	(1,020,800)	(1,020,800)	
<ul style="list-style-type: none"> <li>● Reductions to support the overall Town budget due to decreased state aid estimate resulting from COVID <ul style="list-style-type: none"> <li>○ Eliminate all 5.80 new teaching FTEs &amp; commensurate health insurance</li> <li>○ Reduce district-wide curriculum and central office supplies</li> <li>○ Reduce custodial overtime</li> <li>○ Reduce daily substitute budget</li> </ul> </li> <li>● Health insurance rate - index by 3% instead 4%</li> </ul>							
<b>Total FY21 (Draft 2) General Fund Budget</b>	<b>60,649,451</b>	<b>1,439,217</b>	<b>84,117</b>	<b>(687,144)</b>	<b>836,190</b>	<b>61,485,641</b>	<b>1.38%</b>

## II. FY21 BUDGET DETAILS

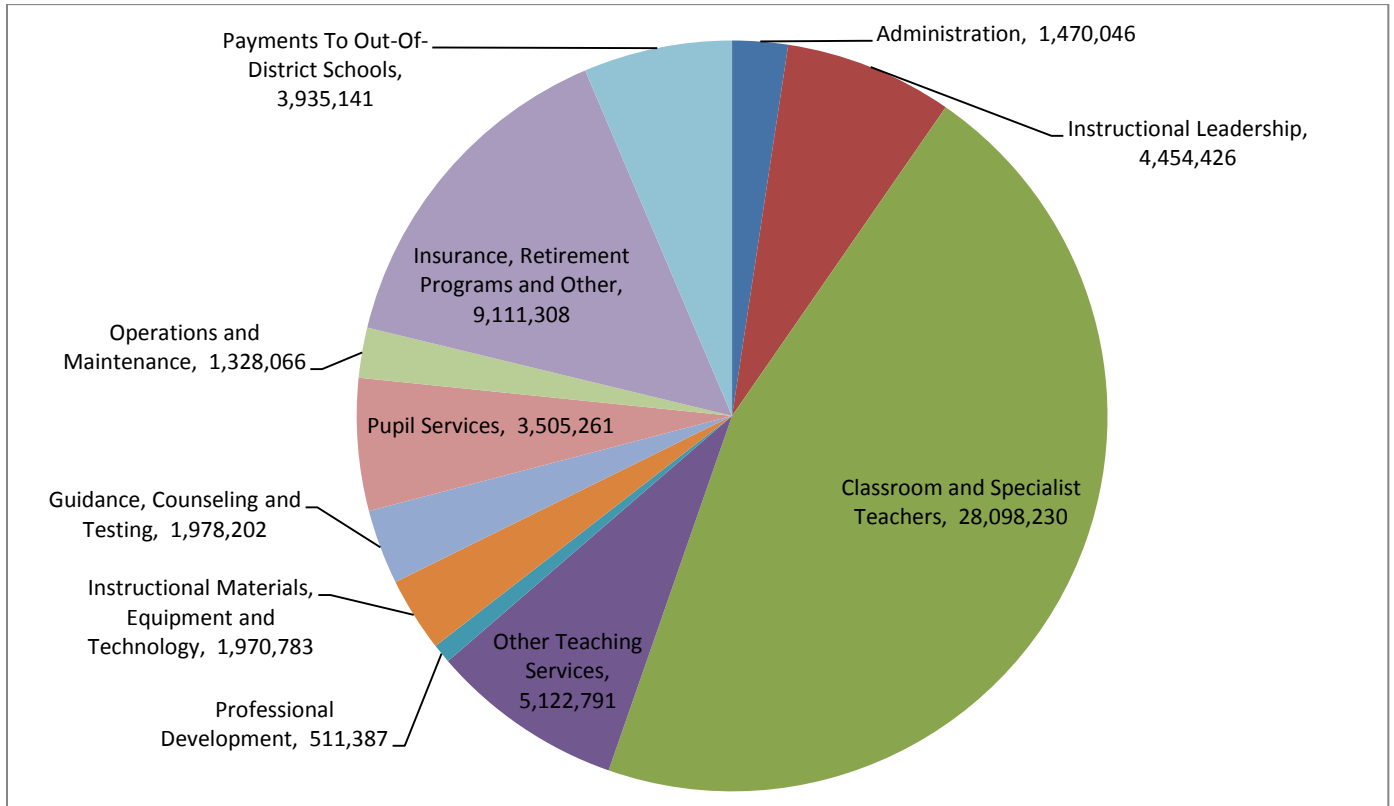
The following charts and data are included to provide clarity and transparency in the School Department's budget request in showing amounts budgeted by program and category of expenditures; as well as amounts budgeted from general funds, state and federal grants, and revolving accounts. The FY21 Budget Details section includes:

- FY21 Budget: Distribution of Proposed General Fund Allocations by DESE Functions Pie Chart **(Chart #6)**
- FY21 Budget: Distribution of Proposed General Fund Allocations by DESE Functions Table **(Chart #7)**
- FY21 Budget Overview: General Fund Only **(Chart #8)**
- FY21 Budget Overview: All Funding Sources **(Chart #9)**
- Proposed FY21 School Budget (All Funding Sources) **(Chart #10)**
- Summary of FY21 Proposed Budget by Program (General Fund) **(Chart #11)**
- Summary of FY21 Proposed budget by Grant and Revolving Account **(Chart #12)**
- Out-Of-District Tuition Expenditures by Funding Source Table: FY13-FY21 **(Chart #13)**
- Out-Of-District Tuition Expenditures by Funding Source Bar Chart: FY13-FY21 **(Chart #14)**
- Current Belmont Public Schools Enrollment **(Chart #15)**
- Enrollment by Race/Ethnicity and Selected Populations **(Chart #16)**
- FY21 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

FY21 School General Fund Budget by Department of Elementary and Secondary Education (DESE)  
Function Category  
**Chart #6**



## DISTRIBUTION OF PROPOSED GENERAL FUND ALLOCATIONS

FY21 School General Fund Budget by DESE Function Category  
**Chart #7**

Function (DESE Categories)		FTE	\$	% of Total
1	Administration	9.61	1,470,046	2.4%
2	Instructional Leadership	58.90	4,454,426	7.2%
3	Classroom and Specialist Teachers	293.20	28,098,230	45.7%
4	Other Teaching Services	96.03	5,122,791	8.3%
5	Professional Development	2.00	511,387	0.8%
6	Instructional Materials, Equipment and Technology	0.63	1,970,783	3.2%
7	Guidance, Counseling and Testing	20.17	1,978,202	3.2%
8	Pupil Services	9.85	3,505,261	5.7%
9	Operations and Maintenance	19.30	1,328,066	2.2%
10	Insurance, Retirement Programs and Other	-	9,111,308	14.8%
11	Payments To Out-Of-District Schools	-	3,935,141	6.4%
<b>TOTAL EXPENDITURES</b>		<b>509.69</b>	<b>61,485,641</b>	<b>100.0%</b>

## FY21 BUDGET OVERVIEW: GENERAL FUND ONLY

**Chart #8**

<b>GENERAL FUND ONLY</b>	<b>FY19 Budget</b>	<b>FY20 Budget</b>	<b>FY21 Budget</b>	<b>Change (FY21- FY20)</b>	<b>Change (%)</b>
<b>Salaries &amp; Fringe</b>	47,344,895	50,420,376	52,339,366	1,918,990	3.8%
<b>Instructional Expenditures</b> (supplies, materials, software)	1,594,282	1,728,175	1,733,451	5,276	0.3%
<b>Operations</b> (Central Office, IT, reg. ed. transport, maintenance, utilities)	775,036	1,011,979	1,102,480	90,501	8.9%
<b>SPED</b> (tuition, transport, expenses)	7,271,379	7,488,921	6,310,344	-1,178,577	-15.7%
<b>Total</b>	<b>56,985,592</b>	<b>60,649,451</b>	<b>61,485,641</b>	<b>836,190</b>	<b>1.4%</b>
Total Salary & Fringe	47,344,895	50,420,376	52,339,366	1,918,990	3.8%
Total Non-Salary	9,640,697	10,229,075	9,146,275	-1,082,800	-10.6%
<b>Grand Total</b>	<b>56,985,592</b>	<b>60,649,451</b>	<b>61,485,641</b>	<b>836,190</b>	<b>1.4%</b>

## FY21 BUDGET OVERVIEW: ALL FUNDING SOURCES

**Chart #9**

<b>ALL FUNDS: incl. General Fund, Grants, Rev. Accts.</b>	<b>FY19 Budget</b>	<b>FY20 Budget</b>	<b>FY21 Budget</b>	<b>Change (FY21- FY20)</b>	<b>Change (%)</b>
<b>Salaries &amp; Fringe</b>	50,097,672	53,007,252	55,074,271	2,067,019	3.9%
<b>Instructional Expenditures</b> (supplies, materials, software)	1,742,821	1,862,161	1,886,013	23,852	1.3%
<b>Operations</b> (Central Office, IT, reg. ed. transport, maintenance, utilities)	2,488,422	2,955,860	3,380,346	424,486	14.4%
<b>SPED</b> (tuition, transport, expenses)	10,304,125	11,163,955	10,944,804	-219,151	-2.0%
<b>Total</b>	<b>64,633,040</b>	<b>68,989,228</b>	<b>71,285,434</b>	<b>2,296,206</b>	<b>3.3%</b>
Total Salary & Fringe	50,097,672	53,007,252	55,074,271	2,067,019	3.9%
Total Non-Salary	14,535,368	15,981,976	16,211,163	229,187	1.4%
<b>Grand Total</b>	<b>64,633,040</b>	<b>68,989,228</b>	<b>71,285,434</b>	<b>2,296,206</b>	<b>3.3%</b>

## PROPOSED FY21 SCHOOL BUDGET (ALL FUNDING SOURCES)

**Chart #10**

	<b>FY20 BUDGET</b>	<b>FY21 BUDGET</b>	<b>CHANGE FY21-FY20</b>	
GENERAL FUND	60,649,451	61,485,641	836,190	1.4%
GRANTS and REVOLVING	8,339,777	9,799,793	1,460,016	17.5%
TOTAL	68,989,228	71,285,434	2,296,206	3.3%



# SUMMARY OF FY21 PROPOSED BUDGET BY PROGRAM (General Fund)

## Chart #11

		BUDGET FY20 FTE	BUDGET FY20 \$	BUDGET FY21 FTE	BUDGET FY21 \$	CHANGE: FY20 VS FY21		
						FTE	\$	%(\$)
<b>REGULAR INSTRUCTION</b>								
1	English, Grades 5-12	26.80	2,466,692	25.40	2,481,781	(1.40)	15,089	0.61%
2	Reading, Grades K-8	9.10	908,788	8.52	866,924	(0.58)	(41,864)	-4.61%
3A-D	Elementary, grades 1-4	71.65	5,894,454	70.73	5,820,953	(0.92)	(73,501)	-1.25%
4	Fine Arts Supervisory	1.30	134,750	1.30	137,643	-	2,893	2.15%
5	Art, Grades 1-12	11.50	1,148,358	11.50	1,161,965	-	13,607	1.18%
6	Music, Grades K-12	10.91	1,059,672	10.91	1,055,836	0.00	(3,836)	-0.36%
7	Theater Arts, Grades 7-12	1.00	117,253	1.00	121,333	-	4,080	3.48%
8	Kindergarten	9.10	782,339	9.10	807,770	-	25,431	3.25%
9	Mathematics, Grades 5-12	27.90	2,489,235	26.90	2,511,991	(1.00)	22,756	0.91%
10	Physical Education, Grades K-12	9.53	862,148	9.53	891,183	-	29,035	3.37%
11	Science, Grades 5-12	26.50	2,604,575	24.50	2,656,045	(2.00)	51,470	1.98%
12	Health Education, Grades 6-12	4.42	373,454	4.42	386,149	-	12,695	3.40%
13	Technology Education, Grades 6-12	3.00	230,738	3.00	246,009	-	15,271	6.62%
14	Social Studies, Grades 5-12	27.60	2,634,716	26.20	2,696,389	(1.40)	61,673	2.34%
15	Foreign Languages, Grades 5-12	19.00	1,812,171	18.56	1,842,487	(0.44)	30,316	1.67%
<b>SUBTOTAL</b>		<b>259.31</b>	<b>23,519,343</b>	<b>251.57</b>	<b>23,684,458</b>	<b>(7.73)</b>	<b>165,115</b>	<b>0.70%</b>
<b>SPECIAL INSTRUCTION</b>								
20	ELL	12.00	983,555	12.60	1,083,741	0.60	100,186	10.19%
21	Early Childhood Education Pre-Kinder.	11.80	642,953	12.00	658,506	0.20	15,553	2.42%
22	Special Education, Grades K-12	106.68	14,290,729	116.85	13,568,683	10.17	(722,046)	-5.05%
<b>SUBTOTAL</b>		<b>130.48</b>	<b>15,917,237</b>	<b>141.45</b>	<b>15,310,930</b>	<b>10.97</b>	<b>-606,307</b>	<b>-3.81%</b>
<b>STUDENT &amp; INSTRUCTIONAL SERVICES</b>								
30	Athletics & Intramurals, Grades 5-12	1.00	570,682	1.00	606,108	-	35,426	6.21%
31	Student Activities, Grades 5-12	0.25	166,329	0.25	168,523	-	2,194	1.32%
32	Food Service	-	0	-	0	-	-	#DIV/0!
33	Guidance, Grades K-12	14.42	1,302,562	13.54	1,276,649	(0.88)	(25,913)	-1.99%
34	Psychological Services, Grades Pre-K-12	7.43	698,483	7.63	745,861	0.20	47,378	6.78%
35	Health Services, Grades Pre-K - 12	8.60	783,351	8.60	759,214	-	(24,137)	-3.08%
36	Library	6.30	320,016	6.30	322,103	-	2,087	0.65%
37	Technology & Audio Visual	10.50	1,462,805	10.50	1,536,201	-	73,396	5.02%
38	Curriculum Development	1.00	207,309	1.00	190,025	-	(17,284)	-8.34%
39	Staff Development	1.00	299,936	1.00	302,652	-	2,716	0.91%
40	Substitutes	3.25	930,000	3.08	850,000	(0.17)	(80,000)	-8.60%
41	METCO	-	0	-	0	-	-	#DIV/0!
42	Adult Education	-	0	-	0	-	-	#DIV/0!
52	Regular-Day Transportation	-	421,440	-	496,473	-	75,033	17.80%
<b>SUBTOTAL</b>		<b>53.75</b>	<b>7,162,913</b>	<b>52.90</b>	<b>7,253,809</b>	<b>(0.85)</b>	<b>90,896</b>	<b>1.27%</b>
<b>OPERATIONS</b>								
50	Buildings & Grounds	5.00	373,743	5.00	385,671	-	11,928	3.19%
51	Custodial Services	14.30	783,107	14.30	767,855	-	(15,252)	-1.95%
53	Utilities	-	0	-	0	-	-	#DIV/0!
<b>SUBTOTAL</b>		<b>19.30</b>	<b>1,156,850</b>	<b>19.30</b>	<b>1,153,526</b>	<b>-</b>	<b>-3,324</b>	<b>-0.29%</b>
<b>LEADERSHIP &amp; ADMINISTRATION</b>								
60A-F	Building Administration	33.96	2,437,996	34.85	2,489,242	0.89	1,246	2.10%
61	Central Administration	9.61	1,114,211	9.61	1,184,907	-	70,696	6.34%
62	Legal Services	-	186,950	-	171,950	-	(15,000)	-8.02%
63	School Committee	-	13,000	-	13,000	-	-	0.00%
<b>SUBTOTAL</b>		<b>43.57</b>	<b>3,752,157</b>	<b>44.46</b>	<b>3,859,099</b>	<b>0.89</b>	<b>106,942</b>	<b>2.85%</b>
<b>CONTRACT ALLOWANCE &amp; FRINGE BENEFITS</b>								
70	Contractual Allowance	-	219,623	-	1,112,511	-	892,888	406.55%
71	Fringe Benefits	-	8,921,328	-	9,111,308	-	89,980	2.13%
<b>SUBTOTAL</b>		<b>-</b>	<b>9,140,951</b>	<b>-</b>	<b>10,223,819</b>	<b>-</b>	<b>1,082,868</b>	<b>11.85%</b>
<b>GRAND TOTAL</b>		<b>506.41</b>	<b>60,649,451</b>	<b>509.69</b>	<b>61,485,641</b>	<b>3.28</b>	<b>836,190</b>	<b>1.38%</b>

# SUMMARY OF FY21 PROPOSED BUDGET BY GRANT AND REVOLVING ACCOUNT

## Chart #12

(Note: These are separate from the General Fund budget amount voted by Town Meeting.)

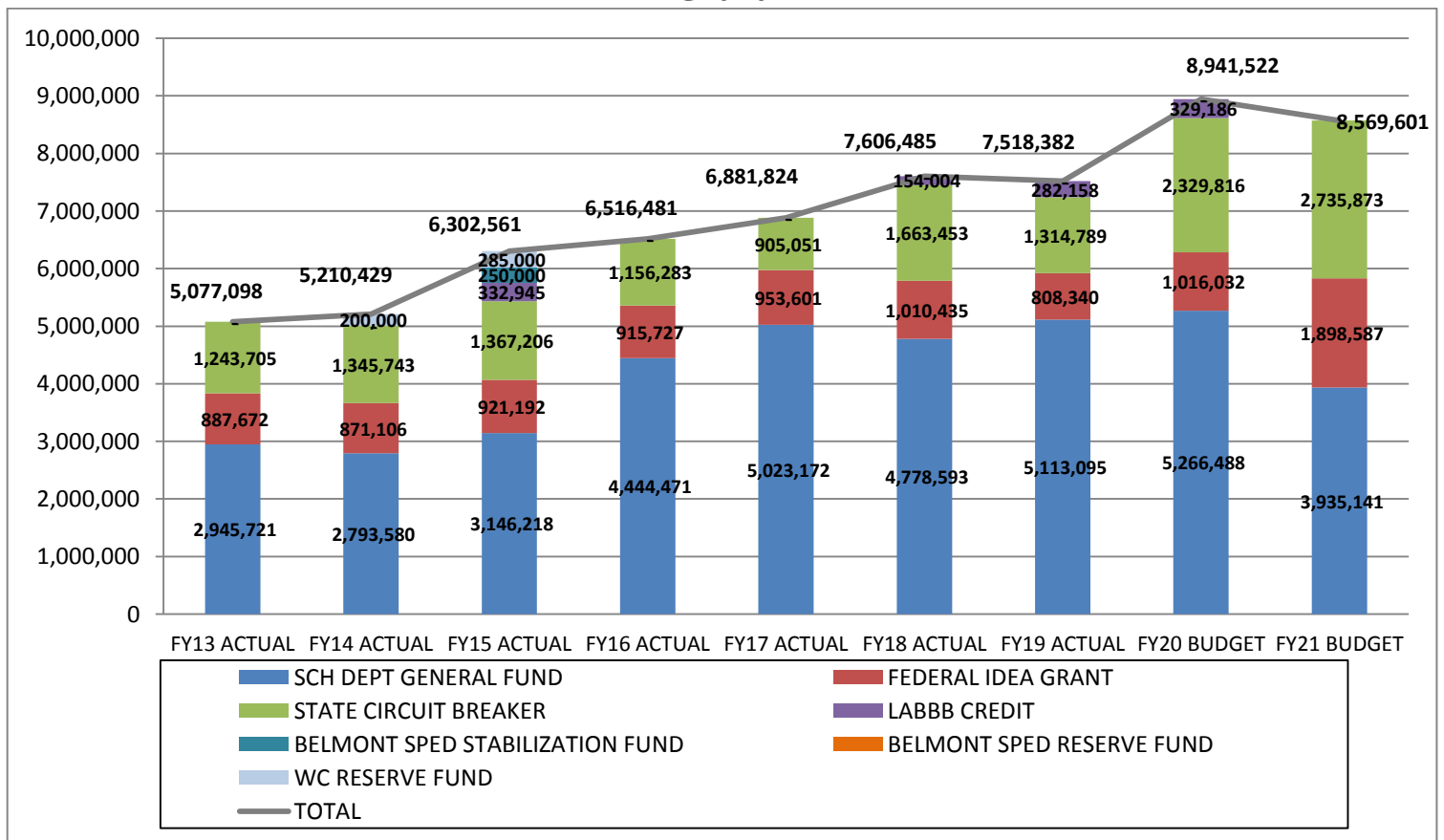
	Budget FY20	Budget FY21	
	\$	FTE	\$
<b>GRANTS:</b>			
SPED IDEA	1,078,532	-	1,961,087
SPED PROGRAM IMPROVEMENT	0	(stipends)	0
CIRCUIT BREAKER	2,329,816	-	2,735,873
TITLE IIA - TEACHER QUALITY	66,385	0.60	66,641
SPED PRE-K	25,058	0.25	26,127
SPED PRE-K Improvement	0	-	0
TITLE I	122,276	1.68	161,555
TITLE III	50,516	(stipends)	52,093
TITLE III Immigrant Support	0	(stipends)	0
TITLE III Summer Support	0	(stipends)	0
TITLE IV A Safe & Healthy Schools	8,790	-	10,000
ACADEMIC SUPPORT	0	(stipends)	0
METCO	591,191	5.76	682,765
FULL DAY KINDERGARTEN GRANT	0	-	0
<b>SUBTOTAL</b>	<b>4,272,564</b>	<b>8.29</b>	<b>5,696,141</b>
<b>REVOLVING ACCOUNTS:</b>			
BHS ATHLETIC REVOLVING	505,000	(stipends)	514,052
CMS FINE ARTS, CLUBS & REVOLVING	63,624	(stipends)	36,336
TUITION - STUDENTS	173,377	.75	173,312
BUSING FEES	265,000	-	277,527
FULL DAY KINDERGARTEN REVOLV	1,061,881	22.52	1,089,344
FOOD SERVICE	1,228,218	20.70	1,424,625
BELMONT AGAINST RACISM	12,000	-	11,367
INSTRUMENTAL MUSIC REVOLVING	120,669	1.42	127,358
BHS FINE & PERM ARTS REV	52,046	(stipends)	61,979
BHS CLUBS & ACTIVITIES	500	(stipends)	840
ADULT ED	15,564	(stipends)	35,082
SATURDAY MORNING MUSIC	0	(stipends)	0
SUMMER SCHOOL	48,191	(stipends)	52,478
SCHOOL BUILDING RENTALS	156,957	0.30	264,352
<b>SUBTOTAL</b>	<b>3,703,027</b>	<b>46.69</b>	<b>4,068,652</b>
<b>OTHER:</b>			
TOWN TRANSFER-SHARED IT SUPPORT*	35,000	0.50	35,000
LABBB OOD TUITION CREDIT	329,186	-	0
<b>SUBTOTAL</b>	<b>364,186</b>	<b>0.50</b>	<b>35,000</b>
<b>TOTAL GRANTS AND REVOLVING</b>	<b>8,339,777</b>	<b>55.48</b>	<b>9,799,793</b>

**OUT-OF-DISTRICT TUITION EXPENDITURES BY FUNDING SOURCE TABLE:  
FY13-FY21  
Chart #13**

FUNDING SOURCE	FY13 ACTUAL	FY14 ACTUAL	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 BUDGET	FY21 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	3,935,141
FEDERAL IDEA GRANT	887,672	871,106	921,192	915,727	953,601	1,010,435	808,340	1,016,032	1,898,587
STATE CIRCUIT BREAKER	1,243,705	1,345,743	1,367,206	1,156,283	905,051	1,663,453	1,314,789	2,329,816	2,735,873
LABBB CREDIT	-	-	332,945	-	-	154,004	282,158	329,186	-
BELMONT SPED STABILIZATION FUND	-	-	250,000	-	-	-	-	-	-
BELMONT SPED RESERVE FUND	-	-	-	-	-	-	-	-	-
WC RESERVE FUND	-	200,000	285,000	-	-	-	-	-	-

<b>TOTAL</b>	<b>5,077,098</b>	<b>5,210,429</b>	<b>6,302,561</b>	<b>6,516,481</b>	<b>6,881,824</b>	<b>7,606,485</b>	<b>7,518,382</b>	<b>8,941,522</b>	<b>8,569,601</b>
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**OUT-OF-DISTRICT TUITION EXPENDITURES BY FUNDING SOURCE BAR CHART:  
FY13-FY21  
Chart #14**



# CURRENT BELMONT PUBLIC SCHOOLS ENROLLMENT 5/1/2020

## Chart #15

	Pre	K	Gr 1	Gr 2	Gr 3	Gr 4	Subtotals 2020	Subtotals 2019	Subtotals 2018	Subtotals 2017	Subtotals 2016	Subtotals 2015
<b>Burbank</b>		21	22	22	22	22						
		21	21	22	22	22						
		21	22	22	23	22						
		21	21	22	21	21						
<b>Total Burbank</b>		<b>84</b>	<b>86</b>	<b>88</b>	<b>88</b>	<b>87</b>	<b>433</b>	<b>430</b>	<b>380</b>	<b>372</b>	<b>346</b>	<b>352</b>
<b>Butler</b>		22	23	24	21	24						
		22	23	24	22	24						
		22	23	24	23	24						
					20							
<b>Total Butler</b>		<b>66</b>	<b>69</b>	<b>72</b>	<b>86</b>	<b>72</b>	<b>365</b>	<b>383</b>	<b>391</b>	<b>369</b>	<b>371</b>	<b>340</b>
<b>Wellington</b>	14	22	21	22	24	22						
	10	22	22	23	24	23						
	11	21	22	22	23	22						
	8	23	22	23	24	24						
	11	22	21	22	24	22						
	12											
<b>Total Pre</b>	<b>66</b>						<b>66</b>	<b>75</b>	<b>78</b>	<b>74</b>	<b>70</b>	<b>72</b>
<b>Total Welling. 1-4</b>		<b>110</b>	<b>108</b>	<b>112</b>	<b>119</b>	<b>113</b>	<b>562</b>	<b>572</b>	<b>569</b>	<b>592</b>	<b>579</b>	<b>557</b>
<b>Winn Brook</b>		22	23	24	24	24						
		22	23	24	24	23						
		22	21	24	24	24						
		22	23	24	24	24						
		0	0	0	0	0						
<b>Total Winn Brook</b>		<b>88</b>	<b>90</b>	<b>96</b>	<b>96</b>	<b>95</b>	<b>465</b>	<b>465</b>	<b>474</b>	<b>474</b>	<b>457</b>	<b>456</b>
<b>Total Elementary</b>	<b>66</b>	<b>348</b>	<b>353</b>	<b>368</b>	<b>389</b>	<b>367</b>	<b>1891</b>	<b>1925</b>	<b>1892</b>	<b>1881</b>	<b>1823</b>	<b>1777</b>
<b>Chenery M.S.</b>			<b>Gr 5</b>	<b>Gr 6</b>	<b>Gr 7</b>	<b>Gr 8</b>						
			<b>387</b>	<b>386</b>	<b>359</b>	<b>358</b>	<b>1490</b>	<b>1437</b>	<b>1361</b>	<b>1361</b>	<b>1322</b>	<b>1283</b>
<b>Belmont H.S.</b>			<b>Gr 9</b>	<b>Gr 10</b>	<b>Gr 11</b>	<b>Gr 12</b>						
			<b>318</b>	<b>342</b>	<b>328</b>	<b>330</b>	<b>1318</b>	<b>1310</b>	<b>1262</b>	<b>1262</b>	<b>1243</b>	<b>1231</b>
<b>Total Secondary</b>							<b>2808</b>	<b>2747</b>	<b>2623</b>	<b>2623</b>	<b>2565</b>	<b>2514</b>
<b>Grand Total</b>							<b>4699</b>	<b>4672</b>	<b>4515</b>	<b>4504</b>	<b>4388</b>	<b>4291</b>
<b>Annual Change</b>							<b>27</b>	<b>157</b>	<b>11</b>	<b>116</b>	<b>97</b>	<b>75</b>

**ENROLLMENT BY RACE/ETHNICITY AND SELECTED POPULATIONS (2019-2020)**  
**Chart #16**

<b>Race</b>	<b>% of District</b>	<b>% of State</b>
African American	3.1	9.2
Asian	20.7	7.1
Hispanic	3.9	21.6
Native American	0.1	0.2
White	64.3	57.9
Native Hawaiian, Pacific Islander	0.0	0.1
Multi-Race, Non-Hispanic	7.8	3.9
<b>Title</b>	<b>% of District</b>	<b>% of State</b>
First Language not English	25.9	23.0
English Language Learner	8.2	10.8
Students With Disabilities	10.7	18.4

## **FY21 CAPITAL BUDGET REQUEST**

### **Facilities**

1. Butler Phase VI Window Replacement
2. Winn Brook PA Replacement
3. Security Radio Upgrade

### **Technology**

1. Town-wide Network Firewall Replacement

# AMENDMENTS SUBMITTED BY June 9, 2020 DEADLINE FOR June 16<sup>th</sup> ANNUAL TOWN MEETING

## AMENDMENT TO ARTICLE 9, SUBMITTED BY JIM GAMMILL, PRECINCT 2

MOVED, that Article 9 be amended by striking the first major part of the motion and substituting the following text:

### **ARTICLE 9: FISCAL YEAR 2021 BUDGET APPROPRIATION AND TRANSFER BALANCES TO FUND THE FY2021 BUDGET**

#### **MOVED:**

(A) That the sum of \$128,367,973 be appropriated to be expended as follows:

(1) The sum of \$65,207,450 for Town Government and Fixed Costs for the FY2021 municipal budget as follows:

General Government	\$ 4,704,540.
Employee Benefits, Retirement Expenses	\$ 8,728,097.
Employee Benefits, Other Reserves, including Health Insurance and Salary Reserve.	\$ 6,141,652.
Public Safety	\$ 13,230,549.
Minuteman Regional School (ESCO lease)	\$ 46,356.
Public Services	\$ 13,582,062.
Human Services	\$ 3,213,983.
Debt and Interest on Debt	\$ 15,560,211.
SUBTOTAL for Town and Fixed Costs	\$ 65,207,450.

(2) The sum of \$ 63,160,523 for Education expenses, consisting of:

(a) \$62,685,641 for the Belmont Public School FY2021 municipal budget; and

(b) \$ 474,882 for appropriation to the Special Education Reserve Fund, to be available to pay (without further appropriation but requiring the approval of the School Committee and Select Board as authorized by M.G.L. chapter 40, section 13E) for FY2021 expenses for vocational education out of district tuitions, charges, and transportation which in total exceed \$1,200,000. (Any amounts not spent in FY2021 will remain in the Special Education Reserve Fund and will be available to pay for eligible expenses in future years.)

(B) And that to meet this appropriation . . . . [the rest of the motion as written is unchanged from here out).

#### **Explanation from Jim Gammill:**

I am submitting an amendment to Article 9.

The purpose of it is to split the \$1,721,238 in the current motion for the "Minuteman Regional School" into three pieces:

(a) \$46,356 as a fixed cost assessed by the Minuteman Regional School District, as Belmont's on-going obligation (despite its pending withdrawal) to pay an assessment for the 15 year "ESCO lease" that the Minuteman district entered into in 2009. I regard this as a fixed cost, similar to debt service.

(b) \$1,200,000 added to the Public Schools budget, available immediately to the school department to pay for any out of district vocational education tuitions, charges and transportation costs. The school department is legally responsible for the education of Belmont's children, so it is much more appropriate for vocational education costs, now that Belmont is not going to be a member of the Minuteman district, to be paid through the school department. This is how Minuteman and other out of district schools will bill for educating Belmont students, and this is how the DESE regulations on non-resident vocational education expenses are written.

(c) Since there is uncertainty about actual costs of vocational education in FY21 and that this uncertainty will be largely resolved in the fall of 2020 when students are actually enrolled, the balance of the funds in the original motion, that is \$474,882, are appropriated to be placed in the Special Education Reserve Fund (the "Fund") as authorized by M.G.L. chapter 40, section 13E and adopted by Belmont Town Meeting in May 2017 (I believe I have the date right). These funds would be available to pay for vocational education tuitions, charges and transportation costs in excess the \$1.2 million added to the school budget; in order to receive those funds, the Superintendent would have to request a transfer from the Fund and that request would have to be approved by both the school committee and the select board. In practice, the school department will have a clear estimate of these costs once students are enrolled as of October 1, and then can prepare the request.

Also, please note, I have also taken this amendment to separate the budget into its traditional "Town plus fixed costs" and "School" pieces, with the Fund appropriation included in the school piece.

My summary argument in favor of my amendment will be:

- \* it is CLEAR, by separating past fixed obligations, namely the Minuteman ESCO lease, from future unknown expenses for vocational education;
  - \* it is APPROPRIATE, by placing funds for vocational education in the school department budget where state law requires them to be;
  - \* it is TRANSPARENT, by using an existing mechanism for the school administration to report in open meetings next fall the actual costs of vocational education;
  - \* it is EFFICIENT, by allowing unused funds to be immediately available in FY22, instead of having to wait for "turnbacks" to be certified as Free Cash.
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**Article 9 Amendment, ATM 2020, submitted by Julie Crockett, Precinct 5 Town Meeting Member**

MOVED:

That the Motion for **Article 9: FISCAL YEAR 2021 BUDGET APPROPRIATION AND TRANSFER BALANCES TO FUND THE FY20 BUDGET** be amended:

To change the number after the words "Belmont Public Schools" from "\$61,485,641.00" to "\$61,851,641.00" AND the number after the words "from Unreserved Fund Balance (Free Cash)" from "\$3,792,665.00" to "4,158,665.00"

AND

To change the total sums accordingly, by changing the number "\$128,367,973.00" to "128,733,973.00", in the phrase "That the sum of \$128,367,973.00 be appropriated for the FY2021 municipal budget to be expended" AND after the words "General Fund Total" AND after the words "Total Appropriation".

So that the full text of the motion reads:

MOVED:

That the sum of \$128,733,973.00 be appropriated for the FY2021 municipal budget to be expended as follows:

General Government	\$4,704,540.00
Employee Benefits, Retirement Expenses	\$8,728,097.00
Employee Benefits, Other Reserves, including Health Insurance, Insurance and Salary Reserve.	\$6,141,652.00
Public Safety	\$13,230,549.00
Belmont Public Schools	\$61,851,641.00
Minuteman Regional School	\$1,721,238.00
Public Services	\$13,582,062.00
Human Services	\$3,213,983.00
Debt and Interest on Debt	<u>\$15,560,211.00</u>
General Fund Total	\$128,733,973.00

And that to meet this appropriation, the following sums be raised and appropriated or transferred to fund the FY 2021 Budget:

Raise and Appropriate	\$121,242,308.00
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Transfer:

from fund balance in Abatement and Exemption Surplus Account	\$235,000.00
from Belmont Municipal Light Department	\$1,650,000.00
from Unreserved Fund Balance (Free Cash)	\$4,158,665.00
from Parking Meters Receipts	\$90,000.00
from Water Revenue for indirect costs	\$664,000.00
from Sewer Revenue for indirect costs	\$519,000.00
from Capital Endowment Fund for various capital expenditures	\$125,000.00
from Capital Projects Fund for various capital expenditures	\$25,000.00
from Perpetual Care Fund Interest Transfer Out Account	<u>\$25,000.00</u>

Total Appropriation	\$128,733,973.00
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*(Majority Vote)*

*Explanatory Note: This amendment would provide for an allocation of an additional \$366,000 to the Belmont Public Schools, which will become available in July 2020, at the very beginning of the fiscal year. This amount is equivalent to amount needed to hire 4 additional FTEs for School Year 2020-21. These 4 FTEs will be necessary to provide additional support to students due to the COVID-19 crisis. If not allocated via this amendment, allocating any additional funds to the School Department may require a Special Town Meeting this summer or after school starts.*

*Respectfully submitted,*

*Julie Crockett, Precinct 5 TMM, please email me at [juliescrockett@gmail.com](mailto:juliescrockett@gmail.com) or by phone/text at 206-817-5172 with questions.*

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Amended Motion for Article 11 - Submitted by Jack Weis, Precinct 1

Moved, that Article 11 be amended by adding the following language to the end of the motion:

“....provided, however, that the maximum rental assistance provided per unit per month would be the lesser of 50% of a tenant’s actual rent or 50% of the HUD Belmont Fair Market Rent for Section 8 for a unit with the corresponding number of bedrooms.

Submitted by Jack Weis (TMM, Precinct 1)