

Section 5
FY 2016 Expenditures

RECOMMENDED FY 2016 EXPENDITURES

The FY 2016 Town Administrator's Recommended Budget for town operating departments is \$19,871,070. This figure represents an increase of \$480,271 or 2.5 % over FY 2015. This budget includes the expenses of the General Fund and the Sewer Enterprise. The budget also recommends \$9,258,958 in spending on Education, an increase of \$282,899 or 3.2 % over FY 2015. This includes \$8,498,343 on the Gill/Montague Assessment, \$845 more than the affordable assessment calculated for FY 2016. It is also a 2.5% increase over FY 2015. The Franklin County Technical School Assessment is \$760,615, which is a \$78,014 or 11.4 % increase over FY 2015, reflecting an increase in the number of Montague students attending the Tech School from 67 to 70. This is a balanced budget.

The budget continues the services and programs currently being provided. Additional funds are requested to expand or enlarge existing programs or add new programs/activities consistent with town-wide goals. Program expansions are proposed in the General Government, Public Safety, and Recreation and Culture in the General Fund and in the Sewer Enterprise Fund. The revenue estimates for this budget are relatively conservative assuming the Town levies to the maximum levy limit, that unrestricted state aid is level funded. It also assumes that there is very little other additional revenue growth.

Recommended spending on special articles is \$2,100,127. This includes \$1,730,673 in borrowing including \$385,000 in sewer borrowing and \$1,345,673 in town borrowing, \$815,868 of which would be reimbursed under the State's MSBA program.

The recommended grand total of expenditures is \$21,971,197. The original amount requested was \$22,708,493 including \$19,992,330 in spending on the operating budget and \$2,716,163 in spending on special articles. The Town Administrator budget included reductions from this amount of \$46,455 from the General Fund Operating Budget (primarily in the Police, Dispatch and Library accounts) and \$80,122 from the WPCF Operating Budget, including the elimination of salary and benefits requested for the creation of a new, ninth permanent staff person at the WPCF. The recommended budget also eliminated funding for \$34,000 in engineering consulting services at the WPCF. Additional reductions of \$340,000 were made in the requested capital budget. These included \$576,036 in WPCF capital requests, a reduction of DPW Discretionary spending from \$100,000 to \$75,000 and the elimination of \$15,000 spending on the Montague Center School which will not be needed if the property is transferred to a private owner before June 30, 2015, as is anticipated. The highlights of the Town's operating budget are shown in the following section. However, it should be noted that there were many worthwhile, new or expanded programs/activities requested that were not able to be funded for FY 2016.

**FY 2016
Program Expenditure Summary**

Expenditures					
Category	FY 15	FY 16	FY16	Change	Change
General Government	Budget	Request	T.A Rec.	\$	%
Town Meeting	\$ 1720	\$ 1,720	\$ 1,720	\$ 0	N/C
Selectmen	\$ 155,102	\$ 165,576	\$ 165,576	\$ 10,474	6.8
Finance Committee	\$ 840	\$ 840	\$ 840	\$ 0	N/C
Reserve Fund	\$ 50,000	\$ 50,000	\$ 50,000	\$ 0	N/C
Town Accountant	\$ 75,360	\$ 76,100	\$ 76,100	\$ 740	1.0
Assessors	\$ 149,978	\$ 160,393	\$ 160,393	\$ 10,415	6.9
Treasurer/Collector	\$ 207,707	\$ 212,387	\$ 212,387	\$ 4,680	2.3
Town Counsel	\$ 70,000	\$ 70,000	\$ 70,000	\$ 0	N/C
Shared Cost	\$ 73,506	\$ 79,656	\$ 79,656	\$ 6,150	8.4
Town Clerk	\$ 131,099	\$ 130,320	\$ 130,320	\$ (779)	(.006)
Planning	\$ 76,610	\$ 79,226	\$ 79,226	\$ 2,616	3.4
Zoning Board of Appeals	\$ 2,710	\$ 2,710	\$ 2,710	\$ 0	N/C
MEDIC	\$ 1,500	\$ 1,500	\$ 1,500	\$ 0	N/C
Public Bldg Utilities	\$ 107,010	\$ 111,215	\$ 111,215	\$ 4,205	4.0
Total General Government	\$1,103,142	\$ 1,141,643	\$ 1,141,643	\$ 38,501	3.5
Public Safety					
Police	\$1,370,561	\$ 1,470,962	\$ 1,440,962	\$ 70,401	5.1
Police Cruiser	\$ 39,500	\$ 39,500	\$ 39,500	\$ 0	N/C
Dispatch	\$ 250,703	\$ 275,691	\$ 270,691	\$ 19,928	7.9
Building Inspector	\$ 122,238	\$ 125,384	\$ 125,384	\$ 3,146	2.6

Sealer of Weights	\$ 2,750	\$ 2,750	\$ 2,750	\$ 0	N/C
Emergency Management	\$ 5,740	\$ 5,740	\$ 5,740	\$ 0	N/C
Animal Control	\$ 17,850	\$ 17,800	\$ 17,800	\$ (50)	(.001)
Forest Warden	\$ 1,631	\$ 1,631	\$ 1,631	\$ 0	N/C
Tree Warden	\$ 13,670	\$ 13,710	\$ 13,710	\$ 40	.003
Total Public Safety	\$1,824,643	\$ 1,953,168	\$ 1,918,168	\$ 93,525	5.1
 Public Works					
Dept of Public Works	\$1,133,471	\$ 1,148,529	\$ 1,148,529	\$ 15,058	1.3
Snow and Ice	\$ 212,000	\$ 226,500	\$ 226,500	\$ 14,500	6.8
Solid Waste	\$ 433,800	\$ 447,000	\$ 447,000	\$ 13,200	3.0
Cemeteries	\$ 6,000	\$ 6,000	\$ 6,000	\$ 0	N/C
Total Public Works	\$1,785,271	\$ 1,828,029	\$ 1,828,020	\$ 42,758	2.4
 Human Services					
Board of Health	\$ 127,905	\$ 136,908	\$ 136,908	\$ 9,003	7.0
Council on Aging	\$ 38,288	\$ 39,669	\$ 39,669	\$ 1,381	3.6
Veterans' Services	\$ 172,500	\$ 157,500	\$ 157,500	\$ (15,000)	(9.0)
Total Human Services	\$ 338,693	\$ 334,077	\$ 334,077	\$ (4,616)	(1.4)
 Recreation and Culture					
Libraries	\$ 337,643	\$ 359,507	\$ 351,149	\$ 13,506	4.0
Parks and Recreation	\$ 104,784	\$ 116,179	\$ 116,179	\$ 11,395	10.9
Historical Commission	\$ 500	\$ 500	\$ 500	\$ 0	N/C
War Memorials	\$ 1,200	\$ 1,200	\$ 1,200	\$ 0	N/C
Total Recreation and Culture	\$ 444,127	\$ 477,386	\$ 469,028	\$ 24,901	5.6
 Debt Service					

Debt Service	\$ 662,036	\$ 661,201	\$ 661,201	\$ (835)	(.001)
Total Debt Service	\$ 662,036	\$ 661,201	\$ 661,201	\$ (835)	(.001)
Intergovernmental	\$ 94,169	\$ 94,263	\$ 94,263	\$ 94	.001
Total Intergovernmental	\$ 94,169	\$ 94,263	\$ 94,263	\$ 94	.001
Miscellaneous					
Employee Benefits	\$1,882,335	\$ 1,851,739	\$ 1,851,271	\$ (31,064)	(1.7)
General Insurances	\$ 87,619	\$ 92,000	\$ 89,371	\$ 1,752	2.0
Total Miscellaneous	\$1,969,954	\$ 1,943,739	\$ 1,940,642	\$ (29,312)	(1.5)
Grand Total General Fund	\$8,222,035	\$ 8,433,507	\$ 8,387,042	\$ 165,007	2.0
Water Pollution Control					
WPCF O&M	\$1,428,230	\$ 1,539,761	\$ 1,471,649	\$ 43,414	3.0
DPW Subsidiary	\$ 54,959	\$ 54,959	\$ 54,959	\$ 0	N/C
WPCF Debt	\$ 461,198	\$ 437,052	\$ 437,052	\$ (24,146)	(5.2)
WPCF Employee Benefits	\$ 202,806	\$ 227,327	\$ 215,327	\$ 12,521	6.2
Total WPCF	\$2,147,193	\$ 2,259,099	\$ 2,178,987	\$ 31,794	1.5
Plus Town Share of WPCF/MF	\$ 200,000	\$ 200,000	\$ 200,000	\$ 0	N/C
Airport	\$ 45,512	\$ 46,278	\$ 46,278	\$ 765	1.7
Total Airport	\$ 45,512	\$ 46,278	\$ 46,278	\$ 765	1.7
Education					
FCTS Assessment	\$ 682,601	\$ 760,615	\$ 760,615	\$ 37,399	11.4
GMRSD Assessment	\$8,293,458	\$ 8,498,343	\$ 8,498,343	\$ 204,885	2.5
Total Education	\$8,976,059	\$ 9,258,958	\$ 9,258,958	\$ 241,439	3.1

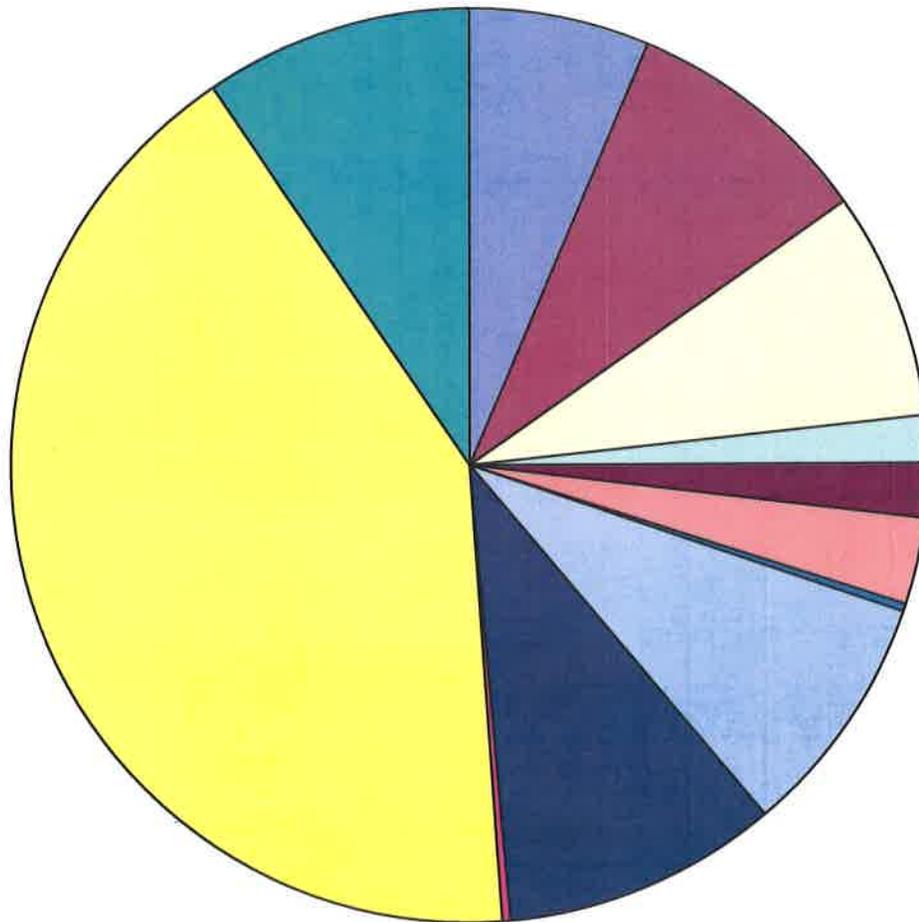
Grand Total Operating	\$19,390,799	\$19,992,330	\$19,871,070	\$ 480,271	2.5
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PLUS SPECIAL ARTICLES

	FY 14	FY 15	FY 16 Request	FY 16 Recommend
Operating Approp. to Gen Stab/OPEB	\$ 0	\$ 0	\$ 48,947	\$ 48,947
Operating Approp. To CI Stab.	\$ 0	\$ 0	\$ 32,632	\$ 32,632
PAYGO Capital to meet Minimum FY 16 =45,774	\$ 0	\$ 0	\$ 0	\$ 0
Computer Equipment/Software	\$ 8,200	\$ 8,200	\$ 8,200	\$ 8,200
Shea Roof Repair	\$ 0	\$ 0	\$ 20,000	\$ 20,000
Assessor Software Update	\$ 0	\$ 9,500	\$ 0	\$ 0
Assessor Abatement Software to operating				
Preservation of Town Records	\$ 0	\$ 0	\$ 46,000	\$ 46,000
Police Discretionary	\$ 20,000	\$ 15,000	\$ 15,000	\$ 15,000
DPW Discretionary	\$ 75,000	\$ 100,000	\$ 100,000	\$ 75,000
6 wheel dump truck last payment July 2013	\$ 54,055	\$ 0	\$ 0	\$ 0
6 wheel dump (FY 17 final payment)	\$ 44,000	\$ 43,325	\$ 43,325	\$ 43,325
One Ton Dump Truck	\$ 50,000	\$ 0	\$ 0	\$ 0
Plow& Sander for New Dump (STM)				
Purchase Bucket Truck	\$ 95,000	\$ 0	\$ 0	\$ 0
Replace Furnace at MC Library	\$ 10,000	\$ 0	\$ 0	\$ 0
Unity Park Playground Surface (to operating)				
Windows for Unity Park Field House	\$ 8,000	\$ 0	\$ 0	\$ 0
Inspect, Clean and Line Sewers	\$ 0	\$ 0	\$ 385,000	\$ 385,000
Replace two pump stations	\$ 0	\$3,000,000	\$ 0	\$ 0
Montague Center School Maintenance	\$ 10,000	\$ 15,000	\$ 15,000	\$ 0
Colle RRA	\$ 94,216	\$ 86,738	\$ 80,350	\$ 80,350
Sewer Maintenance	\$ 0	\$ 75,000	\$ 0	\$ 0
Sewer Rehab	\$ 0	\$ 175,000	\$ 0	\$ 0

WPCF Ops Bldg Heating System	\$ 0	\$ 0	\$ 376,036	\$ 0
WPCF Primary Sludge Pump Replacement	\$ 0	\$ 0	\$ 100,000	\$ 0
WPCF Ops Bldg Repairs/Painting	\$ 0	\$ 0	\$ 100,000	\$ 0
Transfer FCTS decrease to stabilization	\$ 0	\$ 49,058	\$ 0	\$ 0
Records Storage	\$ 0	\$ 8,000	\$ 0	\$ 0
Skateboard Park – Town Share	\$ 0	\$ 400,000	\$ 0	\$ 0
Library AC Repair to DPW operating				
GMRSD Doors	\$ 0	\$ 38,000	\$ 0	\$ 0
Additional Amounts TOMEA (pay class)				
Additional Amounts UE (pay class)	\$ 0	\$ 44,469	\$ 0	\$ 0
Sheffield School Boiler and Burner Replacements	\$ 0	\$ 0	\$ 145,000	\$ 145,000
Sheffield Windows and Doors	\$ 0	\$ 0	\$ 1,116,764	\$ 1,116,764
GMRSD Trailer (town match)	\$ 0	\$ 0	\$ 41,309	\$ 41,309
GMRSD Snow Plow (town match)	\$ 0	\$ 0	\$ 42,600	\$ 42,600
TOTAL SPECIAL ARTICLES	\$ 468,471	\$4,067,290	\$ 2,716,163	\$ 2,100,127
TOTAL ESTIMATED EXPENDITURES	\$18,755,423	\$23,458,089	\$22,708,493	\$21,971,197

Where the Money Goes

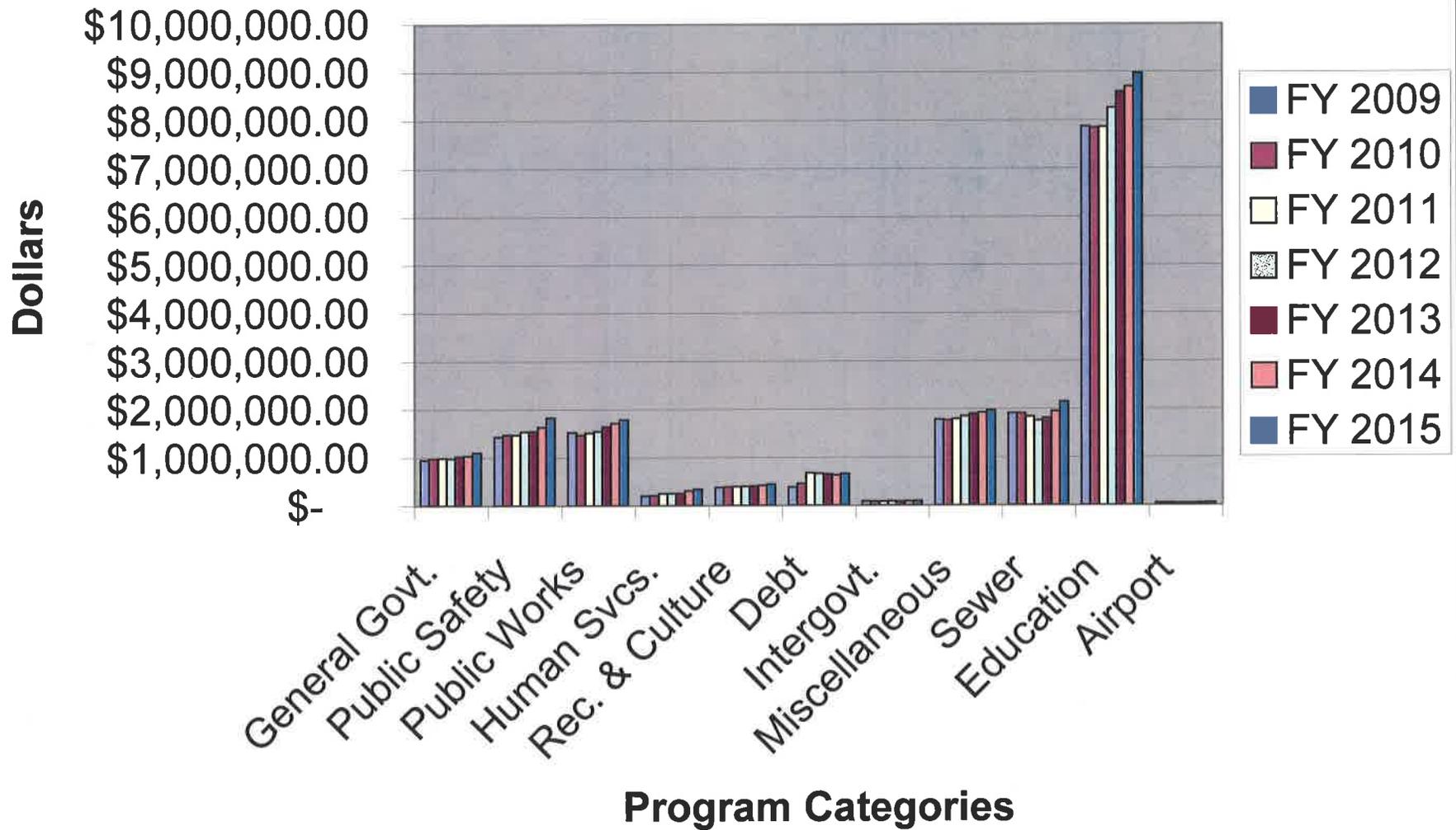


- General Government
- Public Safety
- Public Works
- Human Services
- Recreation & Culture
- Debt Service
- Intergovernmental
- Employee Ben. & Ins.
- Sewer
- Airport
- Education
- Special Articles

**SUMMARY OF FY 2016 SPENDING
BY PROGRAM**

CATEGORY	PROGRAM SPENDING: OPERATING BUDGET (2009 - 2015)						
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
General Govt.	\$ 951,223.00	\$ 975,703.00	\$ 985,518.00	\$ 979,118.00	\$ 1,021,648.00	\$ 1,033,985.00	\$ 1,103,142.00
Public Safety	\$ 1,427,892.00	\$ 1,472,562.00	\$ 1,472,299.00	\$ 1,538,308.00	\$ 1,543,118.00	\$ 1,631,233.00	\$ 1,824,643.00
Public Works	\$ 1,519,368.00	\$ 1,468,668.00	\$ 1,510,637.00	\$ 1,545,197.00	\$ 1,640,886.00	\$ 1,712,924.00	\$ 1,785,271.00
Human Svcs.	\$ 203,533.00	\$ 206,559.00	\$ 252,748.00	\$ 251,419.00	\$ 251,182.00	\$ 303,571.00	\$ 338,693.00
Rec. & Culture	\$ 377,052.00	\$ 388,202.00	\$ 392,234.00	\$ 396,421.00	\$ 403,297.00	\$ 420,287.00	\$ 444,127.00
Debt	\$ 383,356.00	\$ 454,492.00	\$ 675,128.00	\$ 663,079.00	\$ 649,784.00	\$ 630,755.00	\$ 662,036.00
Intergovt.	\$ 84,773.00	\$ 83,759.00	\$ 83,440.00	\$ 85,050.00	\$ 83,075.00	\$ 88,068.00	\$ 94,169.00
Miscellaneous	\$ 1,780,924.00	\$ 1,765,431.00	\$ 1,792,443.00	\$ 1,853,200.00	\$ 1,895,481.00	\$ 1,924,380.00	\$ 1,969,954.00
Sewer	\$ 1,914,994.00	\$ 1,909,975.00	\$ 1,845,654.00	\$ 1,760,758.00	\$ 1,808,367.00	\$ 1,953,363.00	\$ 2,147,193.00
Education	\$ 7,869,728.00	\$ 7,841,699.00	\$ 7,857,990.00	\$ 8,254,485.00	\$ 8,588,469.00	\$ 8,697,216.00	\$ 8,976,059.00
Airport	\$ 42,868.00	\$ 45,263.00	\$ 36,540.00	\$ 36,427.00	\$ 37,625.00	\$ 42,000.00	\$ 45,512.00
Total Operating	\$ 16,555,711.00	\$ 16,612,313.00	\$ 16,904,631.00	\$ 17,363,462.00	\$ 17,922,932.00	\$ 18,437,782.00	\$ 19,390,799.00

Program Spending 2009 -2015



**SUMMARY OF FY 2016 SPENDING
BY PROGRAM**

GENERAL GOVERNMENT

PROGRAM SUMMARY: General Government (budget code 100)

COMMENTS:

The General Government Program includes those functions typically associated with Town Hall and the administration of the Town. These include the **Legislative** functions (town meeting), the **Executive** staff (the Town Administrator and the Selectmen's Office) which provide overall management and policy direction for the Town; the **Financial Management Team** (Town Accountant, Town Assessor, and Treasurer/Collector) which deal with the assessment of property values, collection of taxes and fees, town investment and borrowing, and financial monitoring/reporting; **Licensing and Registration** (the Town Clerk) who is responsible for the custodianship of town vital records, elections and voter registration; **Land Use and Development** (the Planning Board, Conservation Commission, Zoning Board of Appeals, and the Economic Development and Industrial Corporation (MEDIC) which concentrate on both the long term planning and development needs of the Town as well as the suitability of individual development proposals; and **Operations and Support** (Legal, Shared Services). Various services shared by Town departments including Town Reports, the copy machine and digital duplicator and I.T Services are included in this category. Finally, **Utilities** - the energy budget for most town buildings (not including the Library, Senior Center, Airport and WPCF) is included in General Government.

Expenditure Profile

Requested Fiscal 2016 spending on the General Government Program is \$1,141,643 or 13.5 % of Total General Fund Operating expenses. This represents a \$38,501 or 3.5 % increase over Fiscal 2015. The greatest increases are in the Shared Cost (+\$6,150 or 8.4 %), the Board of Assessors (+\$10,415 or 6.9%) and the Board of Selectmen (+\$10,474 or 6.8%).

Significant Changes

In FY 2016 the town will enter the third year in the implementation of the Pay and Classification Study. All union contracts have been settled, and the average wage/salary increases include step increases plus a 1% cost of living raise. One position (Assistant Town Clerk) was reclassified.

Other significant changes in the General Government budget include: (1.) A request to increase the hours of the Selectmen's Executive Assistant from 30 to 35 hours per week, (2.) A \$4,000 or 25% increase in cost of computer repairs and maintenance and \$1,500 or 75% increase in the stipend for the IT Administrator. Both of these items fall under the Shared Cost budget. A \$3,500 sick leave buyback cost is also included in the Selectmen's budget, but it will only be used if the employee elects to retire in FY 2016.

Highlights of Goals and Objectives

Some of the key goals and objectives that are included in the General Government budgets are;

- To educate/guide employees, the general public and town meeting members through better use of the Town's web site and the preparation of working aids such as a Town Meeting Handbook, and a management based budget.
- To upgrade the Town's personnel system through the development of a formal personnel policies and procedures manual and to improve personnel recordkeeping.
- To accelerate the transfer of town-owned tax title/other properties to the private sector as a means of reducing the Town's maintenance costs and generating new tax revenues and economic development.
- To address the space needs of town departments including the Council on Aging, the Department of Public Works and the Library and to work with the Capital Improvements Committee on the development of a long range plan for addressing these needs.
- To increase the available capacity of developable industrial sites in the town through the creation of a new industrial park as a means of increasing economic development.
- To upgrade I.T. capacity in key financial departments.
- To continue the town's successful downtown revitalization program through investments in River Culture and in the implementation of the HUD Livability Plan.
- To update the ADA Transition plan.

Accomplishments (last five years)

- Implementation of financial policies and procedures that resulted in a significant improvement to the town's financial position, including its reserves, and caused Standard and Poor to upgrade the town's bond rating to AA-.
- Development of commercial homesteading program which has resulted in the leveraging of nearly \$3 million in private investment and the creation/retention of numerous jobs. It has also brought key properties back onto the tax rolls.
- Growth of the extremely successful River Culture Program which enabled the Town to receive one of the State's highest achievements – the creative community award; and which has helped to transform Turners Falls into a cultural destination and desirable site for other major events (Pumpkin Fest, Soap Box Derby, Mutton and Mead), and individual initiatives that have spun off from River Culture.

- Designation of Montague as a Green Community, recipient of more than \$300,000 in energy efficiency grants that have reduced Montague's overall energy consumption by nearly 20%.
- Finished first in the race to have free cash certified by the State, one of the measures of efficiency and excellence in the accounting function.
- Succeeded in implementing a smooth execution in the revaluation of property by the Assessors despite significant turnover of key staff in the department.
- Collection of 98.2% of real estate taxes by the Treasurer/Tax Collector.
- A near perfect rate of success by our Town Counsel in the litigation of lawsuits involving the town.
- Upgrading of vital records and polling equipment by the Town Clerk's Office.
- Completion of the Downtown Turners Falls Livability Plan by the Town Planner.
- Remediation of Strathmore Fire Debris pile under the Brown fields Grant Program.
- Successfully competed for Community Development Block Grant awards.

Town Administrator's Recommendations (FY 2016)

The Town Administrator is recommending the funding the budgets as requested with no changes.

General Category : General Government

Department

TOWN MEETING

Dept # 113

EXPENDITURES	Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5115 Moderator	327.00	340.00	340		340		
TOTAL PERSONAL SERVICES	327.00	340.00	340	-	340	340	
5279 Custodial Services		-	160		160		
5315 Other Professional & Technical	300.00	105.00	250	75.00	250		
5344 Postage	403.40	452.78	250	157.78	250		
5490 Food & Drinks	511.33	505.60	600		600		
5710 In-State Travel		-	100		100		
5730 Dues and Memberships	20.00	20.00	20	20.00	20		
TOTAL EXPENSES	1,234.73	1,083.38	1,380	252.78	1,380	1,380	-
TOTAL TOWN MEETING	1,561.73	1,423.38	1,720	252.78	1,720	1,720	-

General Category : General Government

Department

SELECTMEN

Dept # 122

EXPENDITURES	Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5111 Wages Full Time	87,868.90	95,093.00	98,445	48,529.28	101,417		
5113 Wages Part Time	32,158.00	35,092.64	38,007	18,827.46	45,509		
5115 Chair, Selectmen	1,000.00	1,500.00	1,500	750.00	1,500		
5115 2nd Member	1,000.00	1,500.00	1,500	750.00	1,500		
5115 3rd Member	1,000.00	1,500.00	1,500	750.00	1,500		
5144 Longevity	1,050.00	1,100.00	1,100	1,100.00	1,100		
5145 Cell Phone Stipend	161.56	300.04	300	150.02	300		
5193 Sick Leave Buy-Back		-	3,500		3,500		
TOTAL PERSONAL SERVICES	124,238.46	136,085.68	145,852	70,856.76	156,326	156,326	-
5314 Seminars	155.00	264.00	800	234.00	800		
5315 Other Professional/Technical	13.00						
5341 Telephone	622.19	606.08	650	256.12	650		
5344 Postage	394.95	15.26	500	23.43	500		
5345 Advertising	215.57	993.70	700	665.00	700		
5420 Office Supplies	961.77	902.70	1,290	82.50	1,290		
5450 Streetscape Maintenance		105.99	2,000		2,000		
5581 Subscriptions/Books	69.00	157.40	200		200		
5582 Food	10.90		100		100		
5710 Travel	798.35	780.84	900	70.32	900		
5730 Dues & Memberships	2,157.00	1,952.00	2,110	1,756.00	2,110		
TOTAL EXPENSES	5,397.73	5,777.97	9,250	3,087.37	9,250	9,250	-
TOTAL BOARD OF SELECTMEN	129,636.19	141,863.65	155,102	73,944.13	165,576	165,576	-

Anniv Date	Title
7/1/2015	Town Administrator
7/1/2015	Executive Assistant at 35 hours/week

Grade/Step	Hourly Rate	Hrs	Total Annual
J8			101,417.00
E9	24.76	1,838.00	45,508.88

DOH	Svc FY15	Long
12/1/1997	17	900
10/14/1997	17	200

General Category : General Government

Department

FINANCE COMMITTEE

Dept # 131

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5305	Printing/Bookbinding	280.00	-	280		260		
5314	Seminars	45.00	40.00	90	50.00	100		
5344	Postage		-	90		90		
5420	Office Supplies	54.84	-	60		60		
5710	Travel	106.41	99.40	140	98.45	150		
5730	Dues & Memberships	173.00	176.00	180	176.00	180		
	TOTAL EXPENSES	659.25	315.40	840	324.45	840	840	840
	TOTAL FINANCE COMMITTEE	659.25	315.40	840	324.45	840	840	840

General Category : General Government

Department

RESERVE FUND

Dept # 132

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5780	Reserve Fund	44,620.00	24,500.00	50,000		50,000		
	TOTAL EXPENSES	44,620.00	24,500.00	50,000	-	50,000	50,000	-
	TOTAL RESERVE FUND	44,620.00	24,500.00	50,000	-	50,000	50,000	-

General Category : General Government

Department

ACCOUNTANT

Dept # 135

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5111	Wages Full Time	62,644.40	63,066.00	64,970	32,027.46	66,933		
5114	Wages Part Time	739.48	1,464.56	3,000	1,349.58	2,232		
	TOTAL PERSONAL SERVICES	63,383.88	64,530.56	67,970	33,377.04	69,165	69,165	
5247	Computer Software Maintenance	3,734.00	3,809.00	4,000	3,885.00	4,000		
5248	Office Equipment R & M		-	200				
5305	Printing/Bookbinding	225.00	134.18	300		285		
5314	Seminars	290.00	20.00	330	50.00	330		
5341	Telephone	209.06	204.61	200	86.66	220		
5344	Postage	53.02	18.42	50	28.00	50		
5420	Office Supplies	1,648.08	811.68	2,150	1,161.59	1,900		
5710	Travel	85.52	21.21	100	40.32	100		
5730	Dues & Memberships	50.00	50.00	60	50.00	50		
	TOTAL EXPENSES	6,294.68	5,069.10	7,390	5,301.57	6,935	6,935	
	TOTAL ACCOUNTANT	69,678.56	69,599.66	75,360	38,678.61	76,100	76,100	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

Anniv Date	Title
7/1/2014	Town Accountant

Grade/Step	Hourly Rate	Rate #1 Hours	Total Annual
42,186.00			
G9			66,933.00

Software maint estimated to increase 5%.
 Seminars to include annual school (260), What's new in Municipal Law (25), and two WMAAA meetings (45).
 Travel increased to accomodate above meetings.

Office Supplies detail	est cost	
p/r checks - 3300	525.00	Binders for Perm P/R records
tax forms	220.00	Payroll Reg
4 toners	912.00	Dept p/rs
13 3" binders @\$12	156.00	PR Warrants
misc - folders, etc	60.00	Ws, Emp Hx
	<u>1,873.00</u>	

Wages P/T for backup estimated conservatively at \$17.20/hr for 15 8.5 hr days

General Category : General Government

Department

ASSESSORS

Dept # 141

EXPENDITURES	Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fln Comm Recommend
5111 Wages Full Time	105,657.64	117,593.25	121,718	60,006.17	126,360		
5115 Chair	1,000.00	1,500.00	1,500	750.00	1,500		
5115 2nd Member	1,000.00	1,500.00	1,500	750.00	1,500		
5115 3rd Member	1,000.00	1,500.00	1,500	750.00	1,500		
5124 Temporary Wages	3,759.75						
5144 Longevity	150.00				150		
5193 Vacation Buy Back	3,000.00						
5194 Sick Leave Buy Back	2,500.00						
TOTAL PERSONAL SERVICES	118,067.39	122,093.25	126,218	62,256.17	131,010	131,010	
5247 Computer R & M							
5248 Office Equipment R & M		180.98	100	152.24	100		
5302 Legal	391.00	1,202.50	3,000		3,000		
5305 Printing/Bookbinding		-	305		305		
5306 Patriot Software Contract	4,725.00	4,955.00	5,000	4,955.00	4,955		
5307 Point Annual Software Maintenance					1,808		
5308 Mapping/GIS/Internet	4,900.00	4,900.00	4,900	4,900.00	4,900		
5311 Registry of Deeds	86.00	94.00	25		25		
5314 Seminars	2,071.00	1,328.75	2,100	664.97	2,100		
5315 Other Professional/Technical	2,356.90						
5341 Telephone	537.27	473.76	500	201.43	500		
5344 Postage	759.81	509.12	500	332.80	500		
5345 Advertising	178.85		50		50		
5346 Database on Internet	2,000.00	2,000.00	2,000	2,000.00	2,000		
5380 Cyclical/Interim Revaluation		906.15	1,600	797.82	1,600		
5420 Office Supplies	1,160.76	1,173.71	1,000	770.13	1,000		
5581 Subscriptions/Books	591.60	721.00	750	746.00	750		
5710 Travel	1,600.96	2,086.83	1,600	127.68	1,600		
5730 Dues & Memberships	225.00	360.00	330	300.00	330		
TOTAL EXPENSES	21,584.15	20,891.80	23,760	15,948.07	25,523	25,523	
5800 Abatement Software					3,860		
TOTAL CAPITAL OUTLAY	-	-	-	-	3,860	3,860	
TOTAL BOARD OF ASSESSORS	139,651.54	142,985.05	149,978	78,204.24	160,393	160,393	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

Step Date	Title	Grade/Step 7/1/2015	Hourly Rate	Hours	Total Annual
7/1/2014	Director of Assessing	G5			61,533.00
7/1/2014	Assessing Technician	B5	18.07	1,838.00	33,212.66
7/1/2014	Assessing Clerk	B3	17.20	1,838.00	31,613.60
					126,359.26

DOH	Svc FY16	Long
7/2/2008	7	
7/20/2005	10	150.00
3/18/2013	3	

Total 150

General Category : General Government

Department

TREAS/COLLECTOR

Dept # 145

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5111	Wages Full Time	131,608.00	136,232.44	139,812	68,743.63	143,256		
5113	Wages Part Time	15,961.40	17,462.41	18,450	8,890.53	18,886		
5113	Additional P/T Hours (see note below)					600		
5144	Longevity	200.00	850.00	850	700.00	850		
	TOTAL PERSONAL SERVICES	147,769.40	154,544.85	159,112	78,334.16	163,592	163,592	
5248	Office Equipment R & M							
5305	Printing/Bookbinding			300		300		
5306	Software Maint, charges	4,620.00	4,620.00	6,000	5,451.00	6,000		
5314	Seminars		110.00	150	(20.00)	150		
5341	Telephone	425.78	415.92	475	175.08	475		
5344	Postage	12,123.38	12,087.96	11,800	8,604.85	12,000		
5345	Advertising			-		-		
5420	Office Supplies	4,414.04	6,221.32	6,400	2,409.42	6,400		
5710	Travel	916.62	1,018.29	850	242.32	850		
5730	Dues & Memberships	100.00	100.00	120	60.00	120		
5740	Insurance	2,197.50	2,197.50	2,500	100.00	2,500		
5781	Tax Title Foreclosure	18,473.19	15,994.06	20,000	10,515.90	20,000		
	TOTAL EXPENSES	43,270.51	42,765.05	48,595	27,538.57	48,795	48,795	
	TOTAL TREASURER/COLLECTOR	191,039.91	197,309.90	207,707	105,872.73	212,387	212,387	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

Anniv Date	Title	Grade/Step Anniv	Hourly Rate	Hours	Total Annual	DOH	Svc FY16	Long	
7/1/2015	Treasurer/Collector	G10			68,271.00				
	Treasurer MGL Ch41:108P Stipend				1,000.00				
7/1/2015	Treasury & Collections Specialist	H3-18+	20.30	1,838.00	37,311.40	12/8/1997	18	700	
	One time 1% Incr				373.11				
7/1/2015	Treasury & Collections Specialist	B9	19.75	1,838.00	36,300.50	4/12/2004	12	150	
7/1/2015	Treasury & Collections Spec (21/wk)	B3	17.20	1,098.00	18,885.60	4/9/2012	4		
	P/t hours based on 5,5,6,5 schedule						Total		850

General Category : General Government

Department

TOWN CLERK

Dept # 161

EXPENDITURES	Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5111 Wages Full Time	92,859.54	97,657.39	100,549	49,568.87	104,070		
5113 1st Registrar	338.00	500.00	500	250.00	500		
2nd Registrar	338.00	500.00	500	250.00	500		
3rd Registrar	338.00	500.00	500	250.00	500		
5124 P/T Wages Temp	23,326.00	3,758.00	14,000	9,600.00	10,000		
5144 Longevity	150.00	150.00	150	150.00	150		
TOTAL PERSONAL SERVICES	117,349.54	103,065.39	116,199	60,068.87	115,720	115,720	115,720
5248 Office Equipment R & M	800.00	-	450		450		
5279 Custodial Services	950.00	175.00	800	475.00	500		
5305 Printing/Bookbinding	5,586.17	4,208.42	5,200	875.00	5,200		
5314 Seminars		88.00	400	226.00	400		
5315 Other Professional/Technical			2,100		2,100		
5341 Telephone	244.76	223.51	300	99.63	300		
5344 Postage	3,108.80	1,606.46	3,500	86.58	3,500		
5420 Office Supplies	1,490.81	1,184.98	1,500	625.38	1,500		
5581 Subscriptions/Books		88.40		25.00			
5599 Clerk Equip < \$2K		1,700.00					
5710 Travel	663.46	859.20	300	128.24	300		
5730 Dues & Memberships	110.00	110.00	150	85.00	150		
5740 Insurance	200.00	200.00	200	200.00	200		
TOTAL EXPENSES	13,154.00	10,443.97	14,900	2,825.83	14,600	14,600	14,600
TOTAL TOWN CLERK	130,503.54	113,509.36	131,099	62,894.70	130,320	130,320	130,320

Minimum Wage goes to \$9.00 for 2015

Staffing - Base Wages excluding Overtime/Shift/Holiday

Anniv Date	Title	Grade/Step Anniv	Hourly Rate	Hours	Total Annual
7/1/2015	Town Clerk	G8			65,620.00
	Town Clerk BOR Stipend				800.00
	MGL Ch41:19K Stipend				1,000.00
7/1/2015	Assistant Town Clerk	C6	19.94	1,838.00	36,649.72
					104,070

DOH	Svc FY16	Long
7/9/2001	14	150
Total		150

General Category : General Government

Department

PLANNER

Dept # 175

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5111	Wages Full Time	47,211.50	54,648.00	56,574	27,888.80	58,569		
5113	Wages Part Time	12,608.24	14,529.42	15,186	7,337.59	15,807		
5124	Wages Temporary							
	TOTAL PERSONAL SERVICES	59,819.74	69,177.42	71,760	35,226.39	74,376	74,376	
5247	Software Maintenance	400.00	-	500		500		
5314	Seminars	465.00	190.00	350	199.00	350		
5341	Telephone	218.95	207.97	250	89.86	250		
5344	Postage	324.28	435.35	650	178.05	650		
5345	Advertising	1,089.34	1,702.95	1,150	390.60	1,150		
5380	Other Services	250.00	107.43	300	105.00	300		
5420	Office Supplies	405.65	755.61	400	51.39	400		
5490	Food	141.15	-					
5581	Subscriptions/Books	273.78	176.80	150	56.50	150		
5590	Equipment < \$2K	107.45	288.33	450		450		
5710	Travel	399.34	407.12	350	205.98	350		
5730	Dues & Memberships	401.00	594.50	300	211.00	300		
	TOTAL EXPENSES	4,475.94	4,866.06	4,850	1,487.38	4,850	4,850	
	TOTAL PLANNING	64,295.68	74,043.48	76,610	36,713.77	79,226	79,226	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

Anniv Date	Title	Grade/Step	Hourly Rate	Hours	Total Annual
7/1/2015	Dir Planning & Comm Dev	G3			58,569.00
7/1/2015	Planning Clerk	B3	17.20	919.00	15,806.80

DOH	Svc FY16	Long
6/14/2010	6	
1/3/2011	5	

General Category : General Government

Department

ZBA

Dept # 176

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5308	Updating Maps		-	260		260		
5314	Seminars		-	200		200		
5344	Postage	318.62	175.36	350	24.96	350		
5345	Advertising	3,015.00	884.56	1,700	281.40	1,700		
5420	Office Supplies	103.40	19.78	200		200		
5730	Dues & Memberships		-			-		
TOTAL EXPENSES		3,437.02	1,079.70	2,710	306.36	2,710	2,710	
TOTAL ZBA		3,437.02	1,079.70	2,710	306.36	2,710	2,710	-

General Category: General Government

Department

MEDIC

Dept # 182

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5740	Insurance (Bd Directors)	1,485.00	-	1,500	-	1,500		
	TOTAL EXPENSES	1,485.00	-	1,500.00	-	1,500	1,500	1,500
	TOTAL MEDIC	1,485.00	-	1,500.00	-	1,500	1,500	1,500

27-Dec rec'd

General Category : General Government

Department

TOWN COUNSEL

Dept # 151

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5301	Labor Negotiations	13,833.00	14,157.50	20,000	10,166.97	20,000		
5302	Legal	65,458.74	54,064.83	50,000	26,746.50	50,000		
	TOTAL EXPENSES	79,291.74	68,222.33	70,000	36,913.47	70,000	70,000	
	TOTAL TOWN COUNSEL	79,291.74	68,222.33	70,000	36,913.47	70,000	70,000	-

General Category : General Government

Department

SHARED COSTS

Dept #159

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5100	IT Administrator Stipend	2,000.00	2,000.00	2,000	985.71	3,500		
	TOTAL WAGES	2,000.00	2,000.00	2,000	985.71	3,500	3,500	3,500
5247	Computer Repair & Maintenance	14,500.00	15,250.00	16,000	4,000.00	20,000		
5249	Copier/Duplicator Lease	4,821.76	3,599.04	5,200	2,459.18	5,200		
5304	Annual Audit	30,500.00	28,500.00	31,500	28,500.00	31,500		
5305	Printing Annual Report		-	300		300		
5306	GASB 45 (every 3 yrs, next w/b FY17)		3,250.00	-		-		
5307	Continuing Disclosure Fee (Debt)	1,500.00	1,500.00	1,500		1,500		
5340	Shared Telephone Exp	459.00	-	700		700		
5341	Comcast/Crocker DSL Line	1,333.75	1,245.39	1,331	521.40	1,331		
5342	(Internet/Web Page) Dial Up Accounts							
5344	Postage Meter Rental	2,250.53	2,192.22	2,350	1,800.42	2,500		
5347	Domain Hosting	125.00	275.00	125	125.00	125		
5348	Website Maintenance	2,950.00	2,950.00	3,050	3,050.00	3,050		
5349	Website Address Reg/Security Cert	161.98	-	200		200		
5350	Code Red - Price Locked Forever			6,500	6,309.00	6,500		
5420	Shared Paper	1,590.17	737.00	2,000	737.00	2,500		
5580	Copier/Duplicator Supplies	175.91	765.30	750		750		
	TOTAL EXPENSES	60,368.10	60,263.95	71,506	47,502.00	76,156	76,156	76,156
5855	Computer Equipment							
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL	62,368.10	62,263.95	73,506	48,487.71	79,656	79,656	79,656

General Category: General Government

Department

UTILITIES

Dept # 190

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm. Recommend
5211-192	Electricity- Town Hall	17,860.46	18,618.21	19,950	9,593.89	21,000		
5211-193	Electricity - 15 Center St	418.21	455.51	525	161.58	525		
5211-211	Electricity - Police Station	30,066.65	32,695.66	32,550	12,753.70	34,000		
5211-422	Electricity- DPW	6,158.88	6,302.72	5,880	1,922.12	6,000		
5211-424	Electricity - Traffic lights	3,735.02	3,841.24	4,725	1,945.24	4,725		
5211-433	Electricity-Landfill	2,394.50	2,061.57	2,730	555.62	2,000		
5211-652	Electricity-Unity Park	2,549.33	2,900.08	2,920	1,360.05	3,000		
5213-422	Heating Oil-DPW	14,145.02	21,632.63	17,890	4,075.48	18,000		
5214-192	Natural Gas- Town Hall	8,111.96	10,821.64	11,025	1,574.81	13,000		
5214-193	Propane-15 Center St		-					
5214-211	Natural Gas - Police Station	619.48	657.30	875	235.17	875		
5214-652	Natural Gas-Unity Park	1,206.60	1,314.27	3,500	331.78	3,500		
5231-192	Water-Town Hall	347.60	178.40	465	84.10	465		
5231-193	Water - 15 Center St	103.00	98.00	120	50.00	120		
5231-211	Water - Police Station	113.60	129.00	500	67.90	500		
5231-422	Water-DPW	455.40	588.00	630	308.50	700		
5231-433	Water-Landfill	41.40	-	95		95		
5231-652	Water-Unity Park	157.00	124.00	420	184.00	500		
5232-192	Sewer-Town Hall	350.26	236.36	500	143.90	500		
5232-193	Sewer - 15 Center St	72.00	72.00	105	36.00	105		
5232-211	Sewer - Police Station	216.00	248.80	450	149.28	450		
5232-422	Sewer-DPW	744.00	696.64	1,050	323.44	1,050		
5232-652	Sewer-Unity Park	72.00	72.00	105	36.00	105		
	TOTAL EXPENSES	89,938.37	103,744.03	107,010	35,892.56	111,215	111,215	
	TOTAL PUBLIC BLDG UTILITIES	89,938.37	103,744.03	107,010	35,892.56	111,215	111,215	-

PUBLIC SAFETY

PROGRAM SUMMARY: Public Safety (budget code 200)
COMMENTS:

The Public Safety Program includes **Law Enforcement** (Police and Dispatch) and all of the **Inspection Services** (Building, Electrical, Gas Inspectors and Sealer of Weights). It also includes **Emergency Management**, and **Other Public Safety** (Animal Control, and the Tree Warden). The **Board of Health**, while technically still considered under the Health and Human Services Program for budget purposes, is often considered a public safety function.

Expenditure Profile:

Requested spending on the Fiscal 2016 Public Safety budget is \$1,953,168 or 23.1% of total Program Operating Expenses. This represents a \$128,525 or 7.0% increase over FY 2015. The majority of this growth in spending is concentrated in the Police Department which would experience a \$100,821 or 7.4% increase under the proposed budget. The Dispatch Budget would also increase significantly by \$22,988 or 9.2%.

Significant Changes

Personnel costs are the major driver behind the budget increases being proposed by both the Police Department and Dispatch departments. Personnel costs in the Police Department personnel costs would increase by \$84,151 or 7.0%. Much of this growth (38%) is attributable to a requested \$32,000 increase in overtime costs. \$22,000 of this increase is needed to cover anticipated officer open shifts while a new officer is hired and trained. Other significant increases in the proposed Police Department budget include: a \$14,000 or 54% increase in training costs to meet higher State requirements, \$5,000 increase in gasoline; and \$4,410 increase in insurance costs, attributable to a higher experience modification associated with greater than normal injured of duty (IOD) claims by the department. Increases in personnel costs also explain much of the growth in the Dispatch budget. Overtime costs would increase by \$10,000 or 26.3%. There were no other significant increases in the proposed Public Safety Budget.

Highlights of Goals and Objectives

Some of the key goals and objectives that are included in the Public Safety Budgets are:

- Continue to provide a high level of service to the community in the protection of people and property.

- Encourage continued cooperation between the Montague Police and Fire Departments in the delivery of services including the co-sponsoring of an annual open house at the Public Safety complex that allows officers and residents to have a chance to meet and greet each other. It also allows residents to get to know who the Police Department team is, what the department is all about, and how the police can help them.
- Continue to emphasize the importance of community policing by making the police department more accessible to the public by getting an officer out of the cruiser more often and on the street where they can be more accessible. Implementation of this goal will be enhanced by the hiring of new reserve officers.
- Maintain a high level of communication between the Police Department and the public through the continued use of social media websites such as Facebook and the Town of Montague website. This effort focuses both on keeping the public entertained as well as informed about important Police Department matters.
- Accelerate comprehensive efforts to resolve issues with the Town's "problem properties".

Accomplishments: (last 5 years)

- Brought the new Public Safety Facility on line and modernized the delivery of law enforcement services.
- Created a new School Resource Officer position at the Franklin County Technical School.
- Established productive relationships between the Police and downtown merchants making the latter partners in the prevention of crimes through its community policing program.
- Created a loyal following on social media including 2,800 current followers of the Police Department Face Book page.
- Implemented programs where the Police play a key role in the life of Montague's children including Community Partnership, the Brick House and the Catholic Social Ministries; and an annual Open House at the Public Safety Complex.
- Joined forces between the Montague P.D. and the Anti-Crime Task Force in league with the District Attorney's Office.
- Enabled the Police Department to take advantage of County Wide law enforcement services through Mutual Aid.
- Secured significant grant funds totaling \$32,000 to cover some of the costs of operating the Dispatching Center.
- Instituted the Code Red emergency warning system.
- Reached a favorable agreement with the Towns of Greenfield and Deerfield to provide shared animal control services at a significantly reduced cost.
- Worked with the Franklin County Sheriff's Department on the development of a regional kennel that saves the town a significant amount of money and provides greatly improved shelter for animals that are being detained.

- The Building Department has worked closely with Town Counsel to resolve litigation issues on the East Main Street (Millers Falls) properties and the Montague Center School, hopefully helping to accelerate the transfer of ownership to responsible private ownership and onto the tax rolls.

Town Administrator's Recommendations (FY 2016)

The Town Administrator is recommending that the Public Safety budget be reduced from \$1,953,168 to \$1,918,168. This is a \$35,000 reduction which would include a \$30,000 cut in the Police Department's request and a \$5,000 cut in the Dispatch Department's request. Under this proposed funding recommendation spending on the Public Safety Program would still increase by \$93,525 or 5.1%. It is anticipated that the proposed cuts will require a reduction in the amount of funding allocated to overtime and training. It should be pointed out, however, that the cuts would not represent an actual reduction in spending on those accounts.

General Category: Public Safety

Department

POLICE

Dept # 211

EXPENDITURES	Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5111 Salaries Full Time	94,541.44	76,407.00	79,100	39,095.51	81,889		
5112 Wages Full Time	558,256.29	673,834.28	763,623	376,009.15	799,717		
5113 P/T Wages Custodial	10,745.01	11,056.16	12,071	5,021.05	12,486		
5114 P/T Wages	22,301.83	16,867.50	36,000	13,750.40	36,000		
5132 F/T Wages O/T	133,928.87	109,534.24	108,000	65,748.23	140,000	110,000	
5135 Court Time	13,416.61	8,222.52	14,000	4,019.34	10,000		
5141 Educational Incentive Pay	76,334.60	84,591.45	94,916	44,680.51	94,534		
5142 Shift Differential	9,209.40	9,918.38	11,000	5,072.10	11,000		
5143 Paid Holidays	36,513.30	45,805.83	54,031	28,731.06	56,866		
5144 Longevity	3,200.00	3,200.00	3,300	1,600.00	3,500		
5145 Cell Phone Stipends	2,988.86	3,254.28	3,400	1,690.61	3,600		
5151 111F Regular Wages	44,408.60	8,051.52					
5152 111F Incentive Pay	4,330.43	716.25					
5153 111F Holiday Pay	2,110.32	237.36					
5191 Fitness Stipend	1,250.00	1,250.00	2,500		2,500		
5193 Vacation/Sick Leave Buyback							
5195 Training	15,543.38	42,221.28	26,000	12,863.68	40,000		
TOTAL PERSONAL SERVICES	1,029,078.94	1,095,168.05	1,207,941	598,281.64	1,292,092	1,262,092	-
5242 Building R & M	1,923.55	1,658.62	2,000	423.39	2,000		
5250 Equipment R & M	27,200.82	21,469.42	28,000	15,083.26	30,000		
5260 Generator Maintenance & Fuel					1,360		
5315 Police Academy Expenses	11,637.02	-	3,000	3,445.60	3,500		
5318 Meals For Prisoners	389.48	414.14	750	45.53	750		
5319 Dry Cleaning	377.00	365.00	400	158.00	400		
5341 Telephone	9,988.55	9,838.16	10,000	4,760.66	10,000		
5344 Postage	485.47	433.04	500	168.89	500		
5345 Advertising	60.00	312.44	100	834.40	800		
5350 Other Services	4,888.00	8,902.00		1,970.00			
5451 Cleaning Supplies	151.84	313.04	400	138.12	400		
5480 Vehicle Supplies & Maintenance	31,988.52	20,804.08	23,000	13,828.39	25,000		
5481 Gasoline	36,534.00	40,525.10	41,000	21,469.89	46,000		
5501 Drug Investigation		1,000.00	2,000		2,000		
5580 Other Supplies	17,942.53	17,659.20	12,000	3,427.65	12,000		
5581 Subscriptions/Books	22.95	144.53	150		150		
5582 Uniforms/Clothing	13,164.59	14,612.48	14,200	8,591.38	14,200		
5585 Ammunition		8,296.00	5,870		4,150		
5710 Travel/Seminars	4,091.00	4,364.99	2,000	1,500.57	4,000		
5730 Dues & Memberships	1,430.00	1,708.00	1,660	650.00	1,660		
5740 Insurance	11,660.00	15,136.00	15,590	18,476.00	20,000		
TOTAL EXPENSES	173,935.32	167,956.24	162,620	94,971.73	178,870	178,870	-
5800 Cruiser	36,895.40	39,483.50	39,500	39,102.50	39,500	39,500	
5801 Capital Outlay							
TOTAL CAPITAL OUTLAY	36,895.40	39,483.50	39,500	39,102.50	39,500	39,500	-
TOTAL	1,239,909.66	1,302,607.79	1,410,061	732,355.87	1,510,462	1,480,462	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

Step Date	Title	Grade/Step	Hourly Rate	Hours Days/Hrs	Total Annual	Incent %	Annual Incentive	DOH	Svc FY16	Long
7/1/2015	Chief Dodge	I3			81,889.00	20%	16,377.80			700
7/1/2015	Staff Sgt Williams	SS4	34.95	1,975	69,026.25	20%	13,805.25	9/25/1995	20	N/E
7/1/2015	Sergeant Bonnett	S4	31.47	1,975	62,153.25	10%	6,215.33	6/27/2005	10	N/E
7/1/2015	Sergeant Laster	S3	30.27	1,975	59,783.25	10%	5,978.33	1/29/2001	15	500
7/1/2015	Sergeant Suchanek	S4	31.47	1,975	62,153.25	10%	6,215.33	10/26/1992	23	700
7/1/2015	Detective Dempsey	D5	27.28	1,975	53,878.00	10%	5,387.80	12/24/1996	19	N/E
7/1/2015	Detective Dobosz	D6	28.37	1,975	56,030.75	20%	11,206.15	9/18/1984	31	900
7/1/2015	Detective Doyle	D5	27.28	1,975	53,878.00	20%	10,775.60	12/26/1994	21	N/E
7/1/2015	K9 Patrolman Ruddock	P5	25.17	1,975	49,710.75					
7/1/2015	Patrolman Deery	P4	24.20	1,975	47,795.00	10%	4,779.50	2/17/2008	8	N/E
7/1/2015	Patrolman Whalley	P4	24.20	1,975	47,795.00	10%	4,779.50			
7/1/2015	Patrolman Hoffman	P3	23.27	1,975	45,958.25		-	11/29/2012	3	N/E
7/1/2015	Patrolman Lapachinski	P3	23.27	1,975	45,958.25	10%	4,595.83	1/12/2012	4	N/E
7/1/2015	Patrolman Miner	P6	26.18	1,975	51,705.50		-	2/4/2004	12	500
7/1/2015	Patrolman Sevene	P5	25.17	1,975	49,710.75		-	8/17/2004	11	N/E
7/1/2015	Patrolman Lapean (SRO)	P2	22.37	1,975	44,180.75	10%	4,418.08			-
		Grade/Step	Daily/Hrly Rate	Rate #1 Days/Hrs	Total Annual					
4/17/2016	Claude Lapointe (UE, 3 hrs M-F)	A5	15.32	815	12,485.80					

849,911.05

General Category: Public Safety

Department

DISPATCH

EXPENDITURES	Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5112 Wages Full Time	162,036.50	177,911.22	179,883	82,669.10	184,381		
5114 Wages Part Time	1,658.24	4,438.01	10,000	2,371.52	10,000		
5132 F/T Wages O/T	41,720.45	42,947.98	38,000	43,422.52	48,000	43,000	
5142 Shift Differential	2,549.08	2,494.06	2,600	1,220.48	2,600		
5143 Paid Holidays	7,301.66	8,317.19	7,500	4,779.18	8,500		
5144 Longevity		-	150		150		
5145 Cell phone stipend	230.80	300.04	300	150.02	300		
5146 TFFD Shift	2,172.01	4,324.59	6,570	3,191.30	8,760		
5193 Unused Vacation Buy Back		1,648.06					
5194 Unused Sick Leave Buy Back		1,609.12					
5195 Training	850.14	631.98	2,000		4,000		
TOTAL PERSONAL SERVICES	218,518.88	244,622.25	247,003	137,804.12	266,691	261,691	
5310 EMD Services - MedCare					3,000		
5314 Seminars	338.00	726.40	2,500	355.00	4,000		
5710 Travel	973.49	1,718.11	1,200	242.63	2,000		
TOTAL EXPENSES	1,311.49	2,444.51	3,700	598	9,000	9,000	
TOTAL DISPATCH	219,830.37	247,066.76	250,703	138,401.75	275,691	270,691	-

- (1) per actual shifts
- (2) per actual shifts
- 2/7 reduced TFFD shift 50% - district only paying 50cents/hr, not \$1 budgeted.

NOTE: The FY15 Budget column DOES NOT include the \$22k appropriated at the 10/29/14 STM for wages to cover o/t for training for vacant shift

Fin Comm requests dispatch per diem rates from other local towns/agencies and analysis of whether increase in per diem solved retention problem
Staffing - Base Wages excluding Overtime/Shift/Holiday

Anniv Date	Title	Grade/Step	Hrly Rate	Rate #1 Hrs	Total Annual	DOH	Svc FY16	Long
	Full-Time							
7/1/2015	Dispatch Supervisor/Office Adm MO	E4	22.32	2,096	46,782.72	7/11/2005	10	150
7/1/2015	Communications Officer F/T LB	B5	18.07	1,975	35,688.25	1/22/07	9	0
7/1/2015	Communications Officer F/T CH	B4	17.62	1,975	34,799.50	12/27/10	5	0
7/1/2015	Communications Officer F/T DS	B2	16.78	1,975	33,140.50		1	
7/1/2015	Communications Officer F/T KW	B3	17.20	1,975	33,970.00	7/22/12	3	0

General Category: Public Safety

Department

BUILDING DEPT

Dept # 241

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5111	Salaries Full Time	96,122.44	98,465.76	101,448	50,012.39	103,969		
5114.241	P/T Wages Building Inspector	324.72	487.08	1,150		1,150		
5114.242	P/T Wages Gas Inspector	2,976.60	2,408.34	3,350	1,542.42	3,350		
5114.243	P/T Wages Plumbing Inspector	2,516.58	2,570.70	3,350	1,380.06	3,350		
5114.245	P/T Wages Electrical Inspector	5,412.00	5,709.66	7,725	2,354.22	7,725		
5144	Longevity	600.00	450.00	500		1,000		
5145	Cell Phone Stipends	300.04	300.04	300	150.02	300		
	TOTAL PERSONAL SERVICES	108,252.38	110,391.58	117,823	55,439.11	120,844	120,844	
5314	Seminars	505.00	769.00	375	350.00	500		
5341	Telephone	413.70	409.63	600	173.36	500		
5344	Postage	219.02	243.85	310	112.76	310		
5380	Other Services		-					
5420	Office Supplies	409.80	757.31	600	169.30	600		
5581	Subscriptions/Books		-	200		200		
5710	In-State Travel	1,845.47	1,812.25	2,100	15.00	2,200		
5730	Dues & Memberships	80.00	80.00	230	80.00	230		
	TOTAL EXPENSES	3,472.99	4,072.04	4,415	900.42	4,540	4,540	
	TOTAL BUILDING INSPECTOR	111,725.37	114,463.62	122,238	56,339.53	125,384	125,384	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

Anniv Date	Title	Grade/Step Anniv	Hourly Rate	Rate #2 Hours	Total Annual
7/1/2015	Building Inspector	G9			66,933.00
7/1/2015	Building Secretary	B10	20.15	1,838.00	37,035.70

DOH	Svc FY16	Long
5/23/1988	28	300.00
3/6/2000	16	700.00

General Category: Public Safety

Department

SEALER OF WEIGHTS

Dept # 244

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5380	Professional/Technical	2,750.00	2,750.00	2,750	-	2,750		
TOTAL EXPENSES		2,750.00	2,750.00	2,750	-	2,750	2,750	
TOTAL SEALER OF WEIGHTS		2,750.00	2,750.00	2,750	-	2,750	2,750	-

General Category: Public Safety

Department

EMERGENCY MGMT

Dept # 291

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5113	P/T Salaries - EM Director	5,490.00	5,490.00	5,490	2,745.00	5,490		
	TOTAL PERSONAL SERVICES	5,490.00	5,490.00	5,490	2,745.00	5,490	5,490	
5380	FRCOG REPC Assessment	100.00	100.00	100		100		
5420	Supplies			150		150		
	TOTAL EXPENSES	-	100.00	250	-	250	250	
	TOTAL EMERGENCY MGMT	5,490.00	5,590.00	5,740	2,745.00	5,740	5,740	-

General Category: Public Safety

Department

ANIMAL CONTROL

Dept # 292

	Actual	Actual	Budget	Expended	FY16	FY16	FY16
EXPENDITURES	FY2013	FY2014	FY2015	thru	Level	Town	BOS &
				12/31/2014	Services	Administrator	Fin Comm
					Request	Budget	Recommend
5245 Vehicles R & M							
5213 Heating Oil							
5247 Software Program Support	3,000.00	-	300		300		
5248 Equipment R&M							
5300 FC Sheriff's fee to run shelter		1,050.00	1,200	800.00	1,200		
5310 Medical - Vet	575.00	322.38	1,000	49.50	500		
5344 Postage	59.40	61.64		19.15			
5351 Poster Distribution	100.00	100.00	100		100		
5380 Shared Animal Control Officer		10,553.43	14,950	7,255.00	15,400		
5420 Office Supplies-Tags/Licenses	135.41	153.27	300	159.00	300		
5580 Other Supplies							
TOTAL EXPENSES	3,869.81	12,240.72	17,850	8,282.65	17,800	17,800	
TOTAL	3,869.81	12,240.72	17,850	8,282.65	17,800	17,800	-

General Category: Public Safety

Department

FOREST WARDEN

Dept # 294

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5114	P/T Wages Forest Warden	1,584.00	1,631.00	1,631	-	1,631		
5124	P/T Wages Temp							
	TOTAL PERSONAL SERVICES	1,584.00	1,631.00	1,631	-	1,631	1,631	
5586	Other Supplies							
	TOTAL EXPENSES	-	-	-	-	-	-	-
	TOTAL	1,584.00	1,631.00	1,631	-	1,631	1,631	-

General Category: Public Safety

Department

TREE WARDEN

Dept # 299

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5115	Elected Officials	1,263.08	1,303.56	1,460	640.80	1,500		
	TOTAL PERSONAL SERVICES	1,263.08	1,303.56	1,460	640.80	1,500	1,300	-
5253	Tree Planting/Removal	10,479.01	10,511.14	11,500	3,400.00	11,500		
5344	Postage		-	100		100		
5345	Advertising		-	500		500		
5730	Dues and Memberships	75.00	75.00	110		110		
	TOTAL EXPENSES	10,554.01	10,586.14	12,210	3,400.00	12,210	12,210	12,210
	TOTAL TREE WARDEN	11,817.09	11,889.70	13,670	4,040.80	13,710	13,510	12,210

EDUCATION

General Category

Department

EDUCATION

Dept # 300

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5321	Franklin Cty Tech School	737,865.00	731,659.00	682,601	341,300.50	720,000		
	Franklin Cty Tech School Capital							
	TOTAL FRANKLIN TECH	737,865.00	731,659.00	682,601	341,300.50	720,000	720,000	
5322-003	GMRSD	7,850,604.00	7,965,557.00	8,293,458	3,750,000.00	8,497,498		
	TOTAL GILL-MONTAGUE	7,850,604.00	7,965,557.00	8,293,458	3,750,000.00	8,497,498	8,497,498	
5325	Out of District Tech Transport							
	TOTAL EDUCATION	8,588,469.00	8,697,216.00	8,976,059	4,091,300.50	9,217,498	9,217,498	-

PUBLIC WORKS

PROGRAM SUMMARY: Public Works (budget code 400)

COMMENTS:

The Public Works Program includes the **Department of Public Works** (DPW Combined, Snow and Ice, and Solid Waste Collection and Disposal sub-programs) and **Cemeteries** subprograms. The DPW Combined Program (420) includes three elements: Public Buildings Maintenance (192), Highway Construction and Maintenance (422), and Parks (652).

Expenditure Profile

Requested Fiscal 2016 spending on the Public Works Budget is \$1,828,029 or 22% of the General Fund Operating expenses. This represents a \$42,758 or 2.4% increase over FY 2015. The **DPW Budget** (420) would increase by \$15,058 or 1.3%; **Snow and Ice** (423) by \$14,500 or 6.8%; and **Solid Waste** (433) by \$13,200 or 3.0%.

Significant Changes

The requested budget for the **Combined DPW** would increase by \$15,058 or 1.3%. Although the expense portion of this budget would actually increase by \$27,475 or 8.1%, some of this increase is offset by an overall reduction in spending on personnel costs. Spending on personnel costs would actually decline by \$12,242 or 1.5%. This is due to the retirement of two higher paid staff and their replacement by lower paid individuals, and the elimination of costs associated with line items (vacation and sick leave buyback) that were necessary in FY 2015. Personnel changes allowed personnel costs to decline in spite of the need to fund additional wages associated with the settlement of the U.E. collective bargaining agreement. Factors accounting for the increases in expenses include: Miscellaneous Parts and Accessories (+\$7,500), Public Works Supplies (+\$6,000), Vehicle Repairs and Maintenance (+\$3,000), and Parts and Accessories (+\$3,000). The Requested **Snow and Ice Budget** (423) would increase by \$13,200 or 3.0 % over last year. The increase reflects higher cost of sand, salt and plow items. Finally, the **Solid Waste Collection and Disposal** (433) budget would increase by \$13,200 or 3.0% in FY 2016. This budget is subject to a five year solid waste agreement with Republic/Allied Waste.

Highlights of Goals and Objectives

The **Department of Public Works** has a very busy agenda in FY 2016 and in the next three to five years. This agenda includes items that will impact both the operating and capital budgets.

- Highway construction and maintenance is among the highest priorities of the department. This includes both the annual maintenance of Montague's 109 miles of roads that takes place under the Chapter 90 program and larger road construction projects that usually requires extensive use of State and Federal funds.
- This year the department has as one of its primary objectives "continuing to pave up to one and one half miles of road per year with Chapter 90 funds." Much of this work is being done in a systematic fashion to implement the pavement management plan developed for the Town by the FRCOG in 2006.
- To replace as much of the sidewalk classified as "fair to poor" as can be done using available grant funds and town appropriations. The Town has 24.65 miles of sidewalk.
- To work closely with the Commonwealth on the implementation of key transportation projects including the Greenfield Road Reconstruction and Pedestrian Bridge, Hatchery Road Upgrade, and Montague City Road traffic calming projects. These projects represent approximately \$10 million in total funding, all of which will be paid for by state and federal grants. This year the state will begin construction of the Greenfield Road project and possibly Hatchery Road.
- To work with the Town Planner and Town Administrator addressing the space needs of town departments including the Senior Center, DPW and Libraries, and to assist the Capital Improvements Committee in the development of a long term plan for construction of new facilities where needed.
- To facilitate the development of a new industrial park on Turnpike Road by coordinating the relocation of existing DPW facilities at the town landfill.
- To upgrade the grounds keeping function of the department with the newly hired staff person, and, in particular, to provide a high level of maintenance of the Unity Park fields and grounds.

The **Snow and Ice** division will continue:

- To provide the highest level of snow and ice control, which has made the department one of the best performing departments in Franklin County.

The **Solid Waste Management** division will continue:

- To continue its successful "pay as you throw" program which has resulted in a significant diversion of trash from the waste stream, and generated significant revenues at the State run MIRF.
- To continue to provide opportunities to recycle both curbside and at the transfer station and meet or exceed present recycling levels which include 371 tons of paper, 239 tons of cans and glass, and 24 tons of metal.
- To continue to negotiate favorable terms with the Town's solid waste collection and disposal vendors; and to take advantage of innovative initiatives developed by the Franklin County Solid Waste Management District.

Accomplishments (last 5 years)

The Department of Public Works is proud of its accomplishments over the past five years. These include:

- Working closely with the Water Pollution Control Department and Town Administrator to meet a major sewer emergency on Millers Falls Road and Industrial Boulevard. Through its quick response to the emergency the department was able to avert major damage to property and significant liability to the town.
- Throughout the community, the Department has consistently provided the highest quality of transportation facilities – second to none in the region – through the systematic implementation of road maintenance projects.
- Coordinated the installation of energy conservation measures in several town buildings (Town Hall, Police Station, Libraries, WPCF) under a energy services contract with Siemens that has resulted in an 18% reduction in energy use.
- Participated in a feasibility study with the Planning Department, identifying alternative strategies to replace the department’s obsolete DPW garage facility.
- Facilitated the final design of key transportation projects including Greenfield Road which will be constructed with State and Federal funding.
- Implemented a comprehensive and predictable equipment replacement cycle under the department’s five year capital program which will ensure that the Town keeps pace with the significant capital needs of a Public Works Department.
- Operated a snow and ice removal program that has consistently provided roads that are quickly made safe for travel during/following major weather events.
- Brought the cost of solid waste, once a budget buster, under control through effective negotiation with solid waste vendors and the active promotion of recycling.
- Provided annual opportunities for residents to participate in a household hazardous waste program.

Town Administrator’s Recommendations (FY 2016)

The Town Administrator is recommending that the Public Works budget as requested be funded with no changes proposed.

General Category: Public Works

Department

DPW COMBINED

Dept # 420

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5112	F/T Wages	650,432.08	699,937.46	741,434	325,373.69	741,654	-	-
5124	Part Time Temp Wages	4,630.00	4,240.57	5,000	2,460.00	5,000	-	-
5132	F/T Wages OT	12,576.78	11,853.08	21,500	3,568.30	22,000	-	-
5142	Shift Differential	5,871.95	6,242.79	8,150	3,406.53	8,150	-	-
5144	Longevity	2,600.00	3,750.00	3,150	1,950.00	3,000	-	-
5144	Cell Phone Stipends	600.08	842.42	600	600.08	1,250	-	-
5193	Vacation Buy Back	-	-	8,520	9,799.56	-	-	-
5194	Sick Leave Buy Back	-	-	4,942	5,134.30	-	-	-
	TOTAL PERSONAL SERVICES	676,710.89	726,866.32	793,296	352,292.46	781,054	-	-
5242	Buildings R & M	12,678.44	15,899.46	16,000	12,170.72	18,000	-	-
5243	HVAC R & M	15,167.36	12,103.44	13,000	14,950.54	14,000	-	-
5245	Vehicles R & M	15,640.85	20,923.13	17,000	9,632.55	20,000	-	-
5247	Computer R & M	-	-	200	-	200	-	-
5251	Other Equipment R & M	2,981.07	3,552.43	4,800	291.32	4,800	-	-
5277	Rental/Lease Vehicles	-	-	1,000	-	1,000	-	-
5278	Uniforms	6,254.36	7,210.20	7,400	3,244.32	8,500	-	-
5310	DOT Testing	1,659.50	1,863.00	3,000	1,190.50	3,000	-	-
5314	Seminars	35.00	65.00	400	80.00	400	-	-
5315	Other Professional & Technical	24,208.71	21,600.63	32,000	25,126.37	34,000	-	-
5341	Telephone	3,078.49	3,210.87	4,000	1,542.02	4,500	-	-
5344	Postage	60.40	78.47	100	27.85	100	-	-
5345	Advertising	50.81	237.71	1,000	675.96	1,000	-	-
5420	Office Supplies	965.81	694.26	1,500	577.16	1,500	-	-
5430	Building R & M Supplies	2,626.15	2,970.44	5,500	950.25	5,500	-	-
5432	Electrical	37.12	13.95	300	-	300	-	-
5435	Hand Tools	2,223.06	1,519.30	2,000	434.87	2,000	-	-
5440	Oil & Lubricants	4,022.66	4,443.35	5,500	1,256.39	5,500	-	-
5443	Misc. Parts & Accessories	21,800.49	26,072.62	18,000	11,604.06	25,500	-	-
5451	Cleaning Supplies	5,018.82	5,254.01	6,000	3,037.32	6,500	-	-
5460	Groundskeeping Supplies	512.00	2,052.32	1,500	-	2,000	-	-
5481	Gasoline	23,072.40	32,924.96	40,000	22,708.07	40,000	-	-
5482	Diesel	55,086.99	73,803.73	56,000	35,571.22	56,000	-	-
5484	Parts & Accessories	41,019.53	46,732.00	45,000	17,119.10	48,000	-	-
5500	Medical Supplies	-	-	150	-	150	-	-
5530	Public Works Supplies	43,029.40	45,445.69	52,000	28,484.18	58,000	-	-
5534	Sidewalk Materials	125.00	-	500	-	500	-	-

General Category: Public Works

Department

DPW COMBINED

Dept # 420

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5582	Uniforms/Clothing	2,596.34	2,080.97	4,000	1,077.37	4,000	-	-
5588	Trees	-	-	1,000	-	1,000	-	-
5710	Travel	44.78	22.60	125	-	125	-	-
5730	Dues/Memberships	361.00	233.00	400	-	400	-	-
5783	Hoister & Other Licenses	780.00	1,710.00	800	1,035.00	1,000	-	-
TOTAL EXPENSES		285,136.54	332,717.54	340,175	192,787.14	367,475	-	-
5855	Other Equipment - Radios	-	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	-
TOTAL		961,847.43	1,059,583.86	1,133,471	545,079.60	1,148,529	1,148,529	-

rec'd 11/25

General Category: Public Works

Department

DPW COMBINED

Dept # 420

EXPENDITURES	Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
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Staffing - Base Wages excluding Overtime/Shift/Holiday

Longevity

DOH

Yrs FY16

Anniv Date	Title	Grade/Step	Hourly Rate	Rate #2 Hours	1% for off-scale	Total Annual	Longevity	DOH	Yrs FY16
7/1/2015	Superintendent	TB H7				82,173.00		2/4/2004	12
7/1/2015	Office Manager	MC E8	24.51	2,100		51,471.00	200	12/14/1997	18
off scale	Working Foreman	RC F-4	26.90	2,100		56,490.00	1000	10/15/1984	31
off scale	Shop Foreman	DF E2	21.24	2,100		44,604.00		7/23/2012	3
11/3/2014	Lead Mechanic	BD D2	19.67	2,100		41,307.00		11/3/2014	-
1/31/2015	Building Maintenance	JW C3	18.50	2,100		38,850.00		1/31/2011	5
7/6/2014	Custodian	AS A10	17.09	2,100		35,889.00	150	7/6/2004	10
5/1/2015	Grounds Maintenance	MS C10	21.67	2,100		45,507.00	350	5/1/1984	32
1/6/2015	Grounds Maintenance	DP C3	18.50	2,100		38,850.00			
(1)	Heavy Equipment Operator	New C?	1.00	2,100		2,100.00			
3/29/2015	Heavy Equipment Operator	DD H4-18	22.60	2,100	475.00	47,935.00	350	3/29/1982	34
3/29/2015	Truck Driver/Laborer	ME B2	16.78	2,100		35,238.00			
8/25/2014	Truck Driver/Laborer	JB B2	16.78	2,100		35,238.00		8/25/2008	7
11/1/2014	Truck Driver/Laborer	RS H3-18	20.16	2,100	424.00	42,760.00	300	11/28/1988	27
11/17/2014	Truck Driver/Laborer	CG B8	19.36	2,100		40,656.00	150	11/17/2003	12
6/18/2015	Truck Driver/Laborer	PP H3-18	20.16	2,100	424.00	42,760.00	350	6/18/1979	37
5/1/2015	Truck Driver/Laborer	BH B5	18.07	2,100		37,947.00		5/1/2007	9
8/23/2014	Truck Driver/Laborer	RB B7	18.99	2,100		39,879.00	150	8/23/2004	11
(1)	Budget for additional cost above TruckDriver/Laborer						-		
	4 day schedule week						-	3,000.00	
				budget 420		741,654			
				433		18,000			

General Category: Public Works

Department

PUBLIC BUILDINGS

Dept # 192

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5112	F/T Wages	63,971.30	70,613.70	72,732	32,898.90	74,739		
5132	F/T Wages OT	3,287.13	4,392.91	3,500	1,022.61	4,000		
5142	Shift Differential	196.41	226.10	250	93.60	250		
	TOTAL PERSONAL SERVICES	67,454.84	75,232.71	76,482	34,015.11	78,989	78,989	-
5241	Siemens annual monitoring					3,000		
5242	Buildings R & M	12,678.44	14,234.46	12,000	11,837.22	14,000		
5243	HVAC Equip R & M	15,167.36	12,103.44	13,000	14,950.54	14,000		
5251	Other Equipment R & M	692.50	-	800		800		
5430	Building R & M Supplies	1,946.02	2,231.70	4,000	823.32	4,000		
5443	Misc. Parts & Accessories	601.75	526.84	2,500	449.92	2,500		
5451	Cleaning Supplies	5,018.82	5,254.01	6,000	3,037.32	6,500		
	TOTAL EXPENSES	36,104.89	34,350.45	38,300	31,098.32	41,800	41,800	-
	TOTAL PUBLIC BUILDINGS	103,559.73	109,583.16	114,782	65,113.43	120,789	120,789	-

General Category: Public Works

Department CONSTRUCTION/MAINTENANCE

Dept # 422

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5112	F/T Wages	544,527.98	569,158.66	587,359	256,249.69	582,558		
5132	F/T Wages OT	5,535.42	5,813.26	14,000	2,273.53	14,000		
5142	Shift Differential incl Beeper Pay 07+	5,672.24	6,016.69	7,900	3,312.93	7,900		
5144	Longevity	2,600.00	3,750.00	3,150	1,950.00	3,000		
5145	Cell Phone Stipends	600.08	842.42	600	600.08	1,250		
5193	Vacation Buy Back			8,520	9,799.56	-		
5194	Sick Leave Buy Back			4,942	5,134.30	-		
	TOTAL PERSONAL SERVICES	558,935.72	585,581.03	626,471	279,320.09	608,708	608,708	-
5242	Buildings R & M		1,665.00	4,000	333.50	4,000		
5245	Vehicles R & M	15,640.85	20,923.13	17,000	9,632.55	20,000		
5248	Office Equipment R & M		-	200		200		
5251	Other Equipment R & M	2,288.57	3,552.43	4,000	291.32	4,000		
5277	Rental/Lease Vehicles		-	1,000		1,000		
5278	Uniform Rental/Cleaning	6,254.36	7,210.20	7,400	3,244.32	8,500		
5310	DOT Testing	1,659.50	1,863.00	3,000	1,190.50	3,000		
5314	Seminars	35.00	65.00	400	80.00	400		
5315	Other Professional & Technical	24,208.71	21,600.63	32,000	25,126.37	34,000		
5341	Telephone	3,078.49	3,210.87	4,000	1,542.02	4,500		
5344	Postage	60.40	78.47	100	27.85	100		
5345	Advertising	50.81	237.71	1,000	675.96	1,000		
5420	Office Supplies	965.81	694.26	1,500	577.16	1,500		
5430	Building R & M Supplies	680.13	738.74	1,500	126.93	1,500		
5432	Electrical Supplies	37.12	13.95	300		300		
5435	Tools	2,223.06	1,519.30	2,000	434.87	2,000		
5440	Oil & Lubricants	4,022.66	4,443.35	5,500	1,256.39	5,500		
5443	Misc. Parts & Accessories	16,245.85	20,320.52	12,000	8,479.08	18,000		
5481	Gasoline	23,072.40	32,924.96	40,000	22,708.07	40,000		
5482	Diesel	55,086.99	73,803.73	56,000	35,571.22	56,000		
5484	Vehicle Parts & Accessories	41,019.53	46,732.00	45,000	17,119.10	48,000		
5500	Medical Supplies			150		150		
5530	Public Works Supplies	43,029.40	45,445.69	52,000	28,484.18	58,000		
5534	Sidewalk Materials	125.00		500		500		
5582	Uniforms/Clothing	2,596.34	2,080.97	4,000	1,077.37	4,000		
5588	Trees			1,000		1,000		
5710	Travel	44.78	22.60	125		125		

General Category: Public Works

Department CONSTRUCTION/MAINTENANCE

Dept # 422

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5730	Dues & Memberships	361.00	233.00	400		400		
5783	Hoister & Other Licenses	780.00	1,710.00	800	1,035.00	1,000		
	TOTAL EXPENSES	243,566.76	291,089.51	296,875	159,013.76	318,675	318,675	-
5855	Other Equipment-Radios							
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL CONSTRUCTION/MAINT	802,502.48	876,670.54	923,346	438,333.85	927,383	927,383	-

rec'd 11/25

3-Dec increased per Matt

General Category: Public Works

Department

PARKS

Dept # 652

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5112	F/T Wages	41,932.80	60,165.10	81,343	36,225.10	84,357		
5124	Part Time Temp Wages	4,630.00	4,240.57	5,000	2,460.00	5,000		
5132	F/T Wages OT	3,754.23	1,646.91	4,000	272.16	4,000		
5142	Shift Differential	3.30			-			-
	TOTAL PERSONAL SERVICES	50,320.33	66,052.58	90,343	38,957.26	93,357	93,357	
5443	Misc. Parts & Accessories	4,952.89	5,225.26	3,500	2,675.06	5,000		
5460	Groundskeeping Supplies	512.00	2,052.32	1,500		2,000		
	TOTAL EXPENSES	5,464.89	7,277.58	5,000	2,675.06	7,000	7,000	
	TOTAL PARKS	55,785.22	73,330.16	95,343	41,632.32	100,357	100,357	-

General Category: Public Works

Department

SNOW & ICE

Dept # 423

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5124	Wages P/T Temp	640.00	305.00	2,000	160.00	2,000		
5132	F/T Wages OT	40,717.34	64,460.39	75,000	11,950.76	75,000		
5142	Shift Differential	12,342.85	12,942.86	13,000	3,377.05	13,500		
	TOTAL PERSONAL SERVICES	53,700.19	77,708.25	90,000	15,487.81	90,500	90,500	
5350	Other Services		-	1,000		1,000		
5532	Salt	57,995.07	57,239.44	70,000	15,463.08	75,000		
5533	Sand	36,656.76	60,400.06	41,000	6,442.58	45,000		
5590	Plow Items	12,092.28	14,792.81	10,000	1,989.76	15,000		
	TOTAL EXPENSES	106,744.11	132,432.31	122,000	23,895.42	136,000	136,000	
5855	Other Equipment							
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL SNOW & ICE	160,444.30	210,140.56	212,000	39,383.23	226,500	226,500	-

rec'd 11/25

General Category: Public Works

Department

SOLID WASTE

Dept # 433

		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5112	F/T Wages	16,950.00	16,247.60	18,000	8,588.00	18,000		
5132	F/T Wages OT	271.20	269.25	3,500		3,500		
5142	Shift Differential							
	TOTAL PERSONAL SERVICES	17,221.20	16,516.85	21,500	8,588.00	21,500	21,500	
5280	Solid Waste Removal	279,469.99	283,691.19	261,800	109,596.45	270,000		
5281	Recyclables Removal	90,976.54	91,840.23	94,000	43,896.39	103,000		
5282	Bulky Waste Removal	18,401.03	19,114.69	30,000	8,334.74	26,000		
5283	Household Hazardous Waste	3,302.24	2,617.97	5,500	3,375.40	5,500		
5284	Landfill Monitoring	12,531.60	12,690.59	14,000	276.60	14,000		
5420	Office Supplies	7,536.34	4,635.58	7,000	377.40	7,000		
	TOTAL EXPENSES	412,217.74	414,590.25	412,300	165,856.98	425,500	425,500	
5855	Other Equipment							
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL SOLID WASTE	429,438.94	431,107.10	433,800	174,444.98	447,000	447,000	-

General Category: Public Works

Department

CEMETERIES

Dept # 491

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5241	Grounds R & M	4,741.00	2,715.00	6,000	4,200.00	6,000		
	TOTAL EXPENSES	4,741.00	2,715.00	6,000	4,200.00	6,000	6,000	
5800	Capital Outlay							
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL CEMETERY	4,741.00	2,715.00	6,000	4,200.00	6,000	6,000	-

rec'd 12/2

HUMAN SERVICES

PROGRAM SUMMARY: Human Services (budget code 500)
COMMENTS:

The **Human Service** Program accounts for those services which assist Montague elders, veterans and their families. Sub-Programs which operate under this program include the **Board of Health Department**, the **Montague Council on Aging** and the **Veteran's Service Program**. The **Montague Council on Aging** provides a wide array of services to elders from the towns of Montague and Gill at the Gill-Montague Senior Center. These include referral, outreach, nutrition and health services; operation of a senior center and meals program; and through the provision of health education, and recreation programs and services designed to enhance the quality of life of seniors. The **Veterans Services** division provides qualified veterans with assistance available under various state and federal programs.

Expenditure Profile

Requested spending on the Human Services Budget is \$334,417 or 4.1% of Total General Fund Operating expenses. This represents a \$4,616 or 1.4 % reduction over FY 2015. An increase in the spending by the Board of Health will be more than offset by a reduction in spending on Veterans Services, which has been a primary driver of the Human Services budget growth in recent years.

Significant Changes

The primary reason for the reduction in the Human Services Program costs is a \$15,000 decline in anticipated spending for the Veterans Benefits program. Spending by the Board of Health department would increase by \$9,000 or 7.0% in FY 2016 under the proposed budget. The department is requesting that the hours of the Health Agent be increased from 20 to 25 hours per week.

Highlights of Goals and Objectives

Some of the key goals and objectives that are included in the Human Services Budget are:

- Continue to spearhead comprehensive efforts to resolve issues with the town's "problem properties". This would include direct intervention by the Inspectional Services departments, Police, and Fire with the Board of Health playing a leading role through its participation in the Attorney General's Receivership Program.

- Continue to meet the needs of the Town's veterans through the actions of Veterans Agent and the Town's participation in both the Federal VA and State Veterans Benefits (VB) assistance programs.
- Continue to evaluate the space needs of the Town's elderly population and to identify alternatives for meeting these needs.

Accomplishments (last 5 years)

- The Veteran's Services Division continues to provide the highest possible level of benefits to veterans available from the State and Federal governments. Although the Federal Veterans Administration no longer provides data that tracks the level of federal assistance provided to Montague veterans, the Veterans Agent reported that this activity has increased significantly in recent years. Much of this is attributable to the successful outreach and education programs operated by the Veteran's District.
- The Council on Aging is proud to report that it has been able to expand the operating hours of the Senior Center by an hour each day of operating. This has enabled the Senior Center to expand its afternoon program and add a weekly wellness class on Mondays. Credit is due to the COA Director for her effective use of volunteer staff who plays a key role in the operation of programs.
- The Council on Aging, with the assistance of the Planning Department, has succeeded in securing grant funds that are being used to fund a new Senior Center feasibility Study. The COA is hoping that the Town will be able to identify funding sources to build a new Senior Center in the next three years.
- The Board of Health was successful in FY 2015 in initiating action under the Attorney General's Receivership Program for three of the Town's most problematic properties. This action will result in the rehabilitation of these properties.

Town Administrator's Recommendations (FY 2016)

The Town Administrator is recommending that the Human Services budget as proposed be funded.

General Category: Human Services

Department

BOARD OF HEALTH

Dept # 511

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5111	Wages Full Time - Director	62,644.00	63,066.00	64,970	32,027.46	66,933		
5113.1	P/T Health Agent@20 hrs -req 25 hrs FY	11,965.60	22,300.30	23,073	4,959.82	29,105		
5113.2	Clerk (17.5 hrs)	12,727.84	14,529.42	15,185	7,337.59	16,193		
5113.4	Animal Inspector	1,500.00	1,500.00	1,500	1,500.00	1,500		
5113.5	Barn Inspector	500.00	-	500	500.00	1,000		
5113.6	Burial Agent	669.75	672.00	670	330.12			
	Chair	1,000.00	1,500.00	1,500	750.00	1,500		
	2nd Member	1,000.00	1,500.00	1,500	750.00	1,500		
5115	3rd Member	1,000.00	1,500.00	1,500	750.00	1,500		
5145	Cell Phone Stipend	300.04	300.04	300	150.02	300		
	TOTAL PERSONAL SERVICES	93,307.23	106,867.76	110,698	49,055.01	119,531	119,531	
5310	Medical/Dental		-	-		-		
5314	Seminars	844.00	760.00	1,000	240.00	1,000		
5315	Public Health Nurse Service	8,934.75	7,969.50	9,500	825.00	9,500		
5341	Telephone	618.01	604.71	1,550	255.68	1,550		
5344	Postage	372.41	723.38	800	302.92	800		
5345	Advertising	377.02	-	200	721.70	200		
5380	Miscellaneous	614.07	674.22	500	1,339.08	500		
5420	Office Supplies	1,921.70	2,106.65	500	363.25	670		
5500	Medical Supplies		120.28	200		200		
5581	Subscriptions/Books	200.00	-	300		300		
5710	Travel	1,714.45	899.49	2,357	10.00	2,357		
5730	Dues & Memberships	355.00	260.00	300	90.00	300		
	TOTAL EXPENSE	15,951.41	14,118.23	17,207	4,147.63	17,377	17,377	
	TOTAL BOARD OF HEALTH	109,258.64	120,985.99	127,905	53,202.64	136,908	136,908	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

Anniv Date	Title	Grade/Step	Hourly Rate	Hours	Total Annual
7/1/2015	Director of Health	G9			66,933.00
7/1/2015	Secretary 17.5 hrs/wk	B4	17.62	919.00	16,192.78
7/1/2015	Health Agent 25 hrs	E4	22.32	1,304.00	29,105.28

DOH	Svc FY16	Long
4/18/2000		16
1/3/2011		5
9/24/2012		3

Added 5 hrs week to Health Agent

General Category: Human Services

Department

COUNCIL ON AGING

Dept # 541

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5113	Council on Aging Director	16,942.54	25,004.24	25,760	12,756.04	26,851		
5194	Sick Leave Buy Back							
	TOTAL PERSONAL SERVICES	16,942.54	25,004.24	25,760	12,756	26,851	26,851	
5211	Electricity	3,508.51	3,502.18	3,360	1,679.56	3,500		
5242	Buildings R & M	545.99	2,105.00	2,000	1,829.46	2,000		
5251	Other Equipment R & M	149.00	156.53	500	244.80	500		
5279	Custodial Services (16 hrs/wk)	3,920.00	3,690.00	4,368	640.00	4,368		
5314	Seminars							
5320	Natural Gas	1,669.01	1,925.82	2,100	307.13	2,250		
5344	Postage	272.74		200		200		
5586	Miscellaneous		314.31		55.08			
5710	Travel	205.00	46.92					
	TOTAL EXPENSES	10,270.25	11,740.76	12,528	4,756.03	12,818	12,818	
	TOTAL COUNCIL ON AGING	27,212.79	36,745.00	38,288	17,512.07	39,669	39,669	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

Step	Grade/Step	Hrly	Rate #2	Total	Svc
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General Category: Human Services

Department

VETERANS

Dept # 543

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5771	Ordinary Assistance	139,890.25	146,786.22	165,000	87,153.11	150,000	150,000	
5774	Care & Registration of Graves	4,102.79	4,039.92	7,500	2,000.00	7,500	7,500	
5776	Burials		4,000.00					
	TOTAL EXPENSES	143,993.04	154,826.14	172,500	89,153.11	157,500	157,500	157,500
	TOTAL VETERANS	143,993.04	154,826.14	172,500	89,153.11	157,500	157,500	157,500

15-Jan Mark Fitzpatric's best guess is 150k for 5771 in FY16

RECREATION AND CULTURE

PROGRAM SUMMARY: Recreation and Culture (budget code 600)

COMMENTS:

The Recreation and Culture Program includes **Parks and Recreation, Libraries, Historical Commission** and **War Memorials** as well as other forms of public celebrations and cultural enrichment, some of which (**River Culture**) are not funded by the General Fund.

Expenditure Profile:

Requested spending on the Fiscal 2016 Recreation and Culture budget is \$477,386 or 5.6% of total Program Operating Expenses. This represents a \$33,259 or 7.5% increase over FY 2015.

Significant Changes:

The most significant changes in the Recreation and Culture Program are in the **Libraries Department**. The proposed Library Budget would increase by \$21,864 or 6.5%, while the **Parks and Recreation** Budget would increase by \$11,395 or 11.0%.

Extraordinary increases in the **Library Department** are primarily driven by the shifting of funding of expenses from State Aid to the town operating budget. In the past the department has underfunded some line items and then funded the shortfall out of State Aid to Libraries. The current management is proposing to end this practice and reserve use of State Aid funds for special services and capital. This results in a \$12,106 or 11.1% increase in the Library expenses portion of the budget.

The primary driver behind the increase in the **Parks and Recreation Department** budget is an effort by the department, working in conjunction with the Town Accountant, to recognize department costs in the appropriate budget. As a result of this effort, some costs previously funded by the Recreation Revolving Fund will now be funded under the operating budget. These include Office Equipment Repairs and Maintenance, Seminars, Dues/Memberships and Internet. These costs have typically consumed 20% of the Revolving Account. Other costs, including Pool Expenses, previously funded under the operating budget will now be completely shifted to the Revolving Account. The operating budget will also include a new line item for Facilities/Grounds Repairs and Maintenance (\$3,500) which has been created in recognition of the need to maintain the improvements that have been made to Unity Park and other recreational facilities. A portion of the expenses associated with Facilities/Grounds Repairs and Maintenance

will also be charged to the Revolving Account. The net result is that the expense portion of the operating budget will be increased by \$7,632 (approximately 180%).

Highlights of Goals and Objectives

Some of the key goals and objectives that are included in the Recreation and Culture Budget are:

Libraries:

- Consistently provide high quality customer service and efficient delivery of service. Adequate staffing levels, training, cross training, and the evaluations facilitate high quality customer satisfaction levels.
- Provide technology services and public education. Libraries are now considered technology centers as well as book repositories.
- Ensure that the Library buildings are safe, in good repair and clean. A larger, better designed main building with adequate parking is a long term goal.
- Support fund raising efforts that will enhance library services and programs. The Friends of the Montague Public Libraries have been restarted and the Library staff plans to work with them on fund raising efforts. Grants will be pursued whenever possible.
- Upgrade Library administration capacity in the areas strategic planning, collection development, personnel management and development, building management, database management, information services and grants management.

Park and Recreation:

- Enrich the lives of Montague constituents and contribute to the cultural and economic fabric of the community through the combined efforts of programs, special events, parks and facilities and efficient administration
- Display a high level of customer service, where administration will strive for continued efficiency in various organizational duties, in addition to properly training all staff and volunteers in departmental standards and practices
- Offer creative, accessible, and well-structured programs where community members will be able to experience physical, mental and social benefits.

- Build a sense of community with events that are designed to attract and encourage social bonding amongst citizens of various backgrounds.
- Provide clean, accessible, and safe parks and facilities which will be a source of pride for community members
- Maximize the use of public and private grant funds to enhance existing programs and facilities including the proposed Skate Park.
- Revise the department's Master Plan
- Develop programs that utilize the new facilities developed at Unity Park.
- To develop new special events which will broaden financial resources to support our Sponsor-A-Child Scholarship Program
- Research the feasibility of having the Sawmill River 10K Run course "certified" through USA Track and Field
- Complete the planned Skate Park development at Unity Park.
- Address the most pressing facility needs at all other town parks and facilities including Rutter's Park and Norma's Park in Lake Pleasant, Highland Park in Millers Falls and Montague Center Park.

Accomplishments (last 5 years)

Libraries:

- After a false start in their search process, the Library Directors hired their first new Library Director in over 30 years.
- The recent hiring of an additional Library Assistant has greatly improved efficiency, improved customer service and improved staff morale.
- The department succeeded in transitioning through a period which included the retirement of two long term employees and the replacement of the Children's Librarian who had been promoted to Library Director.
- The Friends of the Library have been reestablished and plan to focus on fundraising and supporting public programs.
- A local historian has offered to organize and make more accessible the local history collections.
- The Montague Public Libraries was awarded a grant of \$10,500 to help provide technology equipment and training by the Community Partnership of Western Massachusetts. This project, spearheaded by Library Director Linda Hickman, was a partnership with the Gill-Montague Council on Aging and the Montague Catholic Social Ministries who received additional funding.
- Successfully obtained grant funding for elderly programming in conjunction with Council on Aging

- Dehumidifiers have been installed in the Montague Center Library and the Millers Falls Library, and drainage has been improved at the Montague Center Library, which addresses a mold problem at both locations.

Parks and Recreation:

- The most significant accomplishment in the past eighteen months has been the successful implementation of Phase 1 and II of the Unity Park Improvement Project. Through these improvements, the department has already experienced a significant increase in service (facilities and programmatically), improved safety, as well as made major enhancements to the quality of life of Montague residents.
- The Parks and Recreation Department, working in cooperation with community members, has succeeded in securing the necessary funding (town, PARC grant, Tony Hawke Foundation) to proceed with the construction of a Skate Park Facility at Unity park
- Montague has been designated as a “Playful City USA” Community.
- New swing sets were installed at Highland Park in Millers Falls
- The department, in collaboration with key members of the Friend-To-Friend Group, raised sufficient funds to cover the cost of to purchase and install a Sway Fun Glider.

Other Cultural (River Culture):

- Although most of the funding for the River Culture Program falls outside of the town’s operating budget, the program is still a component of the Town’s planning and downtown revitalization program. The greatest achievement of River Culture is that it has helped to change the image that Turners Falls projects both to its residents and to the outside world. In so doing, it has helped to provide a more favorable climate for private investment in economic development and for the types of spontaneous community events (Pumpkin Fest, Soapbox Derby) that have come to define the new Turners Falls.

Town Administrator's Recommendations (FY 2016)

The Town Administrator recommends that spending on the Libraries be reduced from the requested amount of \$359,507 to \$351,149. This would represent a cut of \$8,358, and assumes that the past practice of funding some level of operating costs from the State Aid account would continue. Even with the proposed cut the Library budget would still increase by 4.0%.

General Category: Culture & Recreation

Department

LIBRARIES

Dept # 610

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5111	Wages Full Time	117,196.80	130,066.40	130,759	64,627.71	135,465		
5113	Wages Part Time	90,290.59	72,415.99	92,303	46,961.61	101,494		
5142	Shift Differential	453.60	480.12	500	238.44	500		
5144	Longevity	750.00	900.00	900	700.00	900		
5193	Vacation Buy Back		6,487.78	2,000				
5194	Sick Leave Buy Back		2,500.00	2,500				
	TOTAL PERSONAL SERVICES	208,690.99	212,850.29	228,962	112,527.76	238,359	238,359	
5211	Electricity	6,528.19	7,238.61	5,250	3,376.72	7,250		
5213	Heating Oil	10,256.49	12,343.26	10,500	2,867.38	12,350		
5231	Water	138.00	135.00	150	75.10	150		
5232	Sewer	252.00	246.16	400	116.86	400		
5247	Computer R & M	11,095.00	12,472.00	11,775	12,597.00	11,775		
5248	Office Equipment R & M		455.76		144.00			
5341	Telephone	1,126.05	1,122.06	1,100	509.39	1,100		
5344	Postage	179.19	88.46	100	143.11	200		
5345	Advertising	122.62	321.16	100		300		
5350	Recreation Programs	1,000.00	6,050.00	5,000	3,055.00	5,000		
5380	PO Box Rental	100.00	106.00	106	112.00	112		
5420	Office Supplies	3,279.66	6,687.37	3,500	2,546.02	6,000		
5580	Other Supplies	1,205.10	1,212.29	1,200	577.18	1,200		
5581	Subscriptions/Books	31,287.93	35,475.23	35,000	23,657.46	37,000		
5587	Media	26,171.85	26,921.83	32,000	13,515.33	33,000		
5590	Equipment < \$2K	839.20	424.94	1,000	64.99	1,000		
5710	Travel	1,628.73	1,042.58	1,400	790.05	1,800		
5730	Dues & Memberships		40.00	100	-	100		
	TOTAL EXPENSES	95,210.01	112,382.71	108,681	64,147.59	118,737	112,790	
5800	Capital Outlay							
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL LIBRARIES	303,901.00	325,233.00	337,643	176,675.35	357,096	351,149	-

23-Oct per STM, added 983 to 5111

Staffing - Base Wages excluding Overtime/Shift/Holiday

Step Date	Title	Grade/Step 42,186.00	Hourly Rate	Rate #1 Hours	Total Annual
7/1/2015	Library Director	G4			60,033.00
7/1/2015	Children's Librarian	E3	21.77	1,834	39,926.18
7/1/2015	Library Technician MW	B8	19.36	1,834	35,506.24
7/1/2015	Library Assistant I JT 12 +8	A3	14.58	637	9,287.46
7/1/2015	Library Assistant I MP 26 hrs +8	H1-18+	17.44	1,370	23,892.80
7/1/2015	one-time 1% bonus				238.93
7/1/2015	Library Assistant I JW 13 hrs +8	A5	15.32	689	10,555.48
7/1/2015	Library Assistant I KL 17 hrs +8	A2	14.23	899	12,792.77
7/1/2015	Library Assistant I AG 16 hrs +8	A5	15.32	846	12,960.72
7/1/2015	Childrens' Prog Asst RO 12/wk + 144	B5	18.07	679	12,269.53
7/1/2015	Library Assistant I SS 26 hrs +8	A2	14.23	1,370	19,495.10

236,958.21

17-Feb amended by Linda Hickman

DOH	Svc FY16	Long
3/30/1999	17	200
3/11/2010	6	0
7/1/1996	19	700
9/10/2007	8	0
9/7/2007	8	0
9/17/2007	8	-
Total		900

General Category: Culture & Recreation

Department

RECREATION

Dept # 630

		Actual	Actual	Budget	Expended	FY16	FY16	FY16
		FY2013	FY2014	FY2015	thru	Level	Town	BOS &
EXPENDITURES					12/31/2014	Services	Administrator	Fin Comm
						Request	Budget	Recommend
5111	Director of Parks & Recreation	56,733.95	61,829.00	63,697	31,482.45	65,620		
5113	Clerk 20 hrs	14,204.61	16,756.20	17,341	8,570.76	18,026		
5124	P/T Wages Temp	18,920.04	18,869.12	19,353	19,350.96	20,508		
5144	Longevity	150.00	150.00	150	150.00	150		
	TOTAL PERSONAL SERVICES	90,008.60	97,604.32	100,541	59,554.17	104,304	104,304	
5242	Facilities/Grounds R&M					3,500		
5275	Pool Expenses - GMRSD	3,117.00	3,228.00	3,228	1,616.00			
	Administrative Exp							
5248	Copier Lease/Equip R&M					2,110		
5314	Seminars					700		
5341	Telephone	414.26	403.42	1,015	172.06	1,015		
5342	Internet					1,150		
5500	Playground Surface Materials					3,000		
5730	Dues/Memberships					400		
	TOTAL EXPENSE	3,531.26	3,631.42	4,243	1,788.06	11,875	11,875	-
	TOTAL	93,539.86	101,235.74	104,784	61,342.23	116,179	116,179	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

General Category: Culture & Recreation

Department

Historical Commission

Dept # 691

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5700	Miscellaneous Supplies	253.28	-	500	80.00	500		
	TOTAL EXPENSES	253.28	-	500	80.00	500	-	
	TOTAL WAR MEMORIALS	253.28	-	500	80.00	500	500	-

General Category: Culture & Recreation

Department

WAR MEMORIALS

Dept # 693

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5211	Electricity	425.76	393.01	420	176.71	420		
5700	Miscellaneous Supplies	804.49	426.40	780	-	780		
5710	Travel							
TOTAL EXPENSES		1,230.25	819.41	1,200	176.71	1,200	1,200	
TOTAL WAR MEMORIALS		1,230.25	819.41	1,200	176.71	1,200	1,200	-

27-Jan keep same per Al Cummings

DEBT SERVICE

PROGRAM SUMMARY: Debt Service (budget code 700)

COMMENTS:

The Debt Service Program includes principal and interest payments on all exempt and non-exempt debt and temporary borrowing of the General Fund. Sewer receipts are used to support debt service payments on sewer projects and are reflected in the Debt Service Budget for the Sewer Enterprise Fund.

The Long Term Principal Sub-Program includes annual principal payments for several long terms bond issues. These include: Landfill Closure, Sidewalk Replacement Bond, Police Station, the Town's 40% share of Combined Sewer Overflow Project, Montague Center School Roof, Sheffield School Roof, Sheffield Parking Lot, and the FRCOG Brown Fields loan for the Strathmore debris pile cleanup.

The Long Term Interest Sub-Program includes the annual interest payments for the same projects described above.

The Short Term Interest Sub-Program includes an amount that the Treasurer/Collector appropriates annually for the purpose of paying interest on any short term borrowing.

Expenditure Profile:

Requested Fiscal 2016 spending for the Debt Service Program is \$661,201 or 7.8% of Total General Fund Operating expenses. This represents a .001 % decrease over Fiscal 2015.

Significant Changes

There are no significant changes in the Debt Service budget. Where changes do occur they are generally related to planned adjustments to the amortization schedule or required minimum pay downs on debt that is awaiting permanent financing.

Highlights of Goals and Objectives

The most important goals and objectives of the debt service program are:

- Work closely with the capital improvements committee on the identification of future debt capacity as a means of developing a long term plan for the financing of town facility.
- Work with the financial team on the continued development of financial policies and procedures that will improve the town's financial condition and lead to further bond upgrades.
- Build sufficient capital reserve levels to meet future borrowing needs.
- Formalize a cash flow management plan.

Accomplishments:

- Succeeded in obtaining an upgrade of the Town's bond rating to AA- from Standard and Poor that will result in significant savings on the interest charged for major capital projects.

Town Administrator's Recommendations (FY 2016)

The Town Administrator is recommending funding of the Debt budget as proposed.

General Category: Debt Service

Department

DEBT

Dept # 700

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
710	Long Term Principal							
5910	FSA General Obligation Bond	40,000.00	35,000.00	35,000	35,000.00	35,000		
5916	Multi-Purpose 2006	55,000.00	55,000.00	55,000	55,000.00	55,000		
5920	Police Station 1/15/09	205,000.00	210,000.00	220,000	220,000.00	230,000		
5930	CSO MWPAT #05-22 \$957,448	17,414.80	17,766.40	18,125	18,125.20	18,492		
5931	CSO MWPAT #05-22A \$1,911,052	19,384.80	19,858.40	20,344	20,343.60	20,841		
5932	CSO USDA #91-16 \$1,024,000	5,429.18	5,429.18	5,667	5,666.70	5,915		
5933	CSO USDA #92-18 \$958,000	4,812.80	5,011.82	5,218	5,218.25	5,434		
5934	6/2/07 Montague Center Roof \$95,475	5,000.00	5,000.00	5,000	5,000.00	5,000		
5921	BAN paydown PSF							
5935	BAN paydown Sheffield Roof		3,652.65					
5936	FRCOG Brownfields Loan Principal		5,089.14	5,217	2,583.69	5,350		
5937	Final PSF Prinicipal			8,691		5,000		
5938	Sheffield Roof			5,729		10,000		
5939	Sheffield Parking Lot			5,000		10,000		
	Long Term Principal	352,041.58	361,807.59	388,991	366,937.44	406,032	406,032	
751	Long Term Interest							
5910	FSA General Obligation Bond	14,445.00	12,477.50	10,605	5,775.00	8,715		
5916	Multi-Purpose 2006	19,175.00	16,425.00	13,675	7,525.00	10,925		
5920	Police Station 1/15/09	173,250.00	169,100.00	163,700	83,500.00	156,950		
5930	CSO MWPAT #05-22 \$957,448	5,857.80	5,506.00	5,147	2,664.17	4,781		
5930-100	CSO MWPAT #05-22 \$957,448 Adm	552.40	412.96	386	199.82	359		
5931	CSO MWPAT #05-22A \$1,911,052	16,489.34	16,015.69	15,531	7,888.00	15,034		
5931-100	CSO MWPAT #05-22A \$1,911,052 Adm	1,024.62	995.18	965	490.14	934		
5932	CSO USDA #91-16 \$1,024,000	16,873.62	16,873.62	16,636	16,636.10	16,388		
5933	CSO USDA #92-18 \$958,000	15,807.20	15,608.47	15,402	15,401.74	15,187		
5934	6/2/07 Montague Center Roof \$95,475	2,875.00	2,775.00	2,650	1,362.50	2,500		
5921	BAN paydown PSF Int							
5935	BAN paydown Sheffield Roof Int							
5936	FRCOG Brownfields Loan Interest		3,173.22	3,046	1,547.49	2,916		

General Category: Debt Service

Department

DEBT

Dept # 700

EXPENDITURES	Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5937 Final PSF Interest			4,407	1,103.32	2,900		
5938 Sheffield Roof			2,793		1,290		
5939 Sheffield Parking Lot			3,102		1,290		
Long Term Interest	266,349.98	259,362.64	258,045	144,093.28	240,169	240,169	
752-5920 S/T Interest Police Station	602.20	547.45		-			
752-5921 Town share S/T Int CSO							
752-5925 Interest on Short Term Notes	5,065.44	5,388.35	15,000	1,466.86	15,000		
Short Term Interest	5,667.64	5,935.80	15,000	1,466.86	15,000	15,000	
TOTAL DEBT	624,059.20	627,106.03	662,036	512,497.58	661,201	661,201	-

15-Dec rec'd - questions for Patty on 5932 amounts

Historical data on S/T interest on Notes	FY	Expended	YTD 3/18/13
	2,013.00	2,259.71	
	2,012.00	8,981.13	
	2,011.00	8,398.32	
	2,010.00	25,177.21	CSO BAN - 10,462, RAN 12,726.03
	2,009.00	46,193.24	BANs 13,665, GAN 869, RANs 31,659
	2,008.00	37,987.45	CSO 8,519, GAN 2,581, RAN 26,887
	2,007.00	42,801.06	CSO 4875, Colle 10,930, GAN 2987, Egress 9075, RAN 14934
	2,006.00	25,288.19	Colle 4936, Egress 5501, GAN 735, RAN 14,115
	2,005.00	10,397.90	
	2,004.00	4,592.27	

INTERGOVERNMENTAL

**PROGRAM SUMMARY: Intergovernmental (budget code 840)
SUMMARY**

The Intergovernmental Program includes assessments from other governmental agencies that provide various services to the Town of Montague. These include the **Franklin Regional Council of Governments (FRCOG)** Sub-Program, the **FRCOG Emergency Communications, Franklin County Solid Waste Management District (FCSWMD)**, and **Veteran's District**. The **FRCOG** provides a wide range of service to the Town of Montague including Regional Planning, Transportation, Economic Development, Purchasing, Emergency Communication capacity as well as lobbying with state and federal entities for county-wide resources. The **FCSWMD** provides assistance to the Town in the implementation of its solid waste management program, involving the collection and disposal of trash, recycling, sludge and the operation of a household hazardous waste program. FCSWMD also prepares applications for grants that help to fund the town's recycling program.

Expenditure Profile

Requested (Tentative) Fiscal 2016 spending on the Intergovernmental Budget is \$94,263 or 1.1 % of Total General Fund Operating expenses. This represents a \$90 decrease over Fiscal 2015.

Significant Changes

The most significant changes in the Intergovernmental budget can be found in the FRCOG, FCSWMD and Veteran's District Assessments. The **FRCOG** assessment is expected to decline by at least \$6,485 or 11.3%. This is due to a change in the statutory portion of the FRCOG assessment. Under recently enacted legislation employee retirement costs will now be paid for by the State instead of included in the FRCOG assessment. Although this change would result in a reduction of the Montague assessment by \$25,000, the FRCOG is proposing to apply the savings to other areas of its operating budget. The **FCSWMD** assessment will increase by \$2,213 or 10.5%. Finally, the **Veteran's District** assessment will increase by \$4,110 or 35.4%. This increase will fund Montague's share of the newly created Franklin County Veterans District which replaces the current Eastern Franklin County Veteran's District, and which will be operated by the Town of Greenfield. This entity was created in response to new requirements mandated by recent state legislation.

Town Administrator's Recommendations (FY 2016)

The Town Administrator recommends that the Town take a position on the FRCOG budget advocating that a larger amount of the windfall savings, to be realized when the State takes over funding of retirement costs, be used to reduce assessments to the Town. The FRCOG's current plan is to use a significant amount of these funds to finance increased personnel costs and an appropriation into the OPEB reserve. The Town Administrator supports the remainder of the Intergovernmental budget.

INTERGOVERNMENTAL

General Category: Intergovernmental

Department

INTERGOVERNMENT

Dept # 840

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5664	Franklin Regional Council Govts	51,152.00	54,421.00	57,550	37,705.00	51,012		
5665	FRCOG Emerg Communications	3,190.82	3,270.21	3,862	3,861.12	4,167		
5666	FCSWMD	17,486.00	19,041.00	21,160	15,870.00	23,373		
5670	Veterans' District	11,246.00	11,142.00	11,597	11,597.00	15,707		
TOTAL INTERGOVERNMENTAL		83,074.82	87,874.21	94,169	69,033.12	94,259	94,259	94,259

20-Jan changed FRCOG to proposed assessment

23-Feb actual #5665

MISCELLENEOUS

PROGRAM SUMMARY: Miscellaneous (budget code 900)

COMMENTS:

The Miscellaneous Budget Program includes the **Employee Benefits** (Retirement, Workers Compensation, Unemployment Compensation, Health Insurance, Life Insurance, and Medicare) and **Insurances** (946) Sub-Programs.

Expenditure Profile

Requested Fiscal 2016 spending on the Miscellaneous Program is \$1,943,739 or 23% of Total General Fund Operating expenses. This represents a \$26,215 or 1.3% reduction over FY 2015.

Significant Changes

The most significant change in the miscellaneous program budget is due to a significant reduction in the Health Insurance budget (-\$71,300 or - 7.7%%), and an increase in Retirement (+\$42,540 or 5.4%). General insurances will also increase by \$1,752 or 2%. The Town continues to experience a stable environment with respect to its health insurance costs due to its participation in the Hampshire COG Health Trust.

Highlights of Goals and Objectives

- Continue the trend of stable growth in employee benefits, particularly in the area of health insurance.
- Monitor future growth in employee benefits as a means of gauging if and when plan design changes may be necessary either through town participation in the State's Group Insurance Commission (GIC) or through the current health insurance provider (Hampshire County Health).

Accomplishments

- Bringing stability to the Town's budget by controlling health care costs which prior to 2008 were a major budget buster.

Town Administrator's Recommendations (FY 2016). Town Administrator recommends budget as requested.

General Category: Miscellaneous

Department

EMPLOYEE BENEFITS

Dept # 910

	Actual	Actual	Budget	Expended	FY16	FY16	FY16
EXPENDITURES	FY2013	FY2014	FY2015	thru	Level	Town	BOS &
				12/31/2014	Services	Administrator	Fin Comm
					Request	Budget	Recommend
5170 Non-Contrib Retirement	37,150.80	37,644.33	38,854	12,326.10	32,020		
5171 Retirement	752,282.00	789,701.00	794,597	794,597.00	837,143		
5172 Workers' Compensation	41,378.05	34,572.11	46,839	34,401.49	48,713		
5173 Unemployment Compensation	789.92	1,375.17	10,000		10,000		
5174 Health Insurance	872,311.05	808,998.23	921,300	428,453.69	850,000		
5175 Life Insurance	15,818.97	14,158.12	17,510	5,405.02	17,510		
5177 Medicare	40,990.46	44,116.78	53,000	26,631.98	55,650		
5179 Ret Hlms Other Towns	97.96	225.66	235	145.66	235		
TOTAL PERSONAL SERVICES	1,760,819.21	1,730,791.40	1,882,335	1,301,960.94	1,851,271	-	-
TOTAL EMPLOYEE BENEFITS	1,760,819.21	1,730,791.40	1,882,335	1,301,960.94	1,851,271	1,851,271	1,851,271

non-contrib includes \$7,367 due to state for town share of state non-contrib retirees

- 3-Nov added actual retirement assesment
- updated non-contrib amount
- 12/15 rec'd Treas info
- 7-Jan adjusted 5174 per HCGIT vote

General Category: Miscellaneous

Department

INSURANCE

Dept # 946

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5740	Unallocated		-	87,619	(7,591.82)	89,371		
5741	Property, Inland Marine, Crime	21,364.20	15,982.01		42,461.20			
5742	Auto Fleet	17,605.15	18,724.45		20,577.13			
5743	Boiler & Machinery	1,000.35	1,005.96		1,030.95			
5744	Inland Marine		12,333.31		-			
5745	Liability	10,976.55	15,601.73		9,612.56			
5746	Public Officials	10,922.15	10,661.36		13,409.88			
5747	Umbrella Insurance	1,718.45	1,651.46		1,930.00			
5748	Employee Assistance Program							
5749	Law Enforcement		5,954.75		5,329.71			
	TOTAL EXPENSES	63,586.85	81,915.03	87,619	86,759.61	89,371	89,371	-
	TOTAL GENERAL INSURANCE	63,586.85	81,915.03	87,619	86,759.61	89,371	89,371	-

COLLE

PROGRAM SUMMARY: Colle RRA (budget code 228-183)

COMMENTS:

The Colle RRA budget supports the operation and maintenance of the former Colle Opera House, a town owned building. All operation and maintenance costs, including any debt incurred during the building restoration, are fully funded outside of the Town's general fund. The Town currently leases the entire building to the Northeast Foundation for Children.

Expenditure Profile

The requested budget for the Colle is \$80,350. This is a reduction of \$6,388 or 7.4% decrease from FY 2015. This reduction is attributable to the declining debt service for the building.

Significant Changes

There are no significant changes in the FY 2016.

Highlights of Goals and Objectives

The town primary goal is keep the cost of operating and maintaining the Colle "off budget". In order to do this the department will seek:

- To keep the building fully leased, generating revenues that exceed the cost of operating and maintaining the structure.
- To continue to build a capital reserve that finances capital improvements as the building ages.

Accomplishments

- Negotiated a favorable lease with the Northeast Foundation for Children which covers all current costs associated with the building and generates a surplus that can be used to increase the Colle's reserves.

Town Administrator's Recommendations (FY 2016)

The Town Administrator does not recommend any changes to this budget.

General Category: General Government

Department

COLLE RRA

Dept #228-183

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5211	Electricity	11,553.22	9,846.44	13,000	4,153.57	13,000		
5214	Natural Gas	2,192.92	81.84	2,000	62.65	2,000		
5231	Water	546.00	591.00	600	241.00	600		
5232	Sewer	360.00	373.20	500	186.60	500		
5242	Building R & M	3,491.97	21,296.12	10,000	6,310.12	10,000		
5279	Custodial Services	11,000.00	14,000.00	14,000	5,500.00	14,000		
5315	Other Professional/Technical	2,095.80	5,730.83	6,000	2,546.64	6,000		
5341	Telephone	795.95	1,045.52	800	444.28	800		
5420	Office Supplies	41.46	-	100		100		
5451	Cleaning Supplies	749.18	663.39	500	465.23	500		
	TOTAL EXPENSES	32,826.50	53,628.34	47,500	19,910.09	47,500	-	
5710	Long Term Principal	15,000.00	15,000.00	15,000		10,000		
5711	2006 Bond Prinicipal	15,000.00	15,000.00	15,000	15,000.00	15,000		
5751	Long Term Interest	5,125.00	4,562.50	3,963	1,981.25	3,325		
5752	2006 Bond Interest	6,775.00	6,025.00	5,275	2,825.00	4,525		
	TOTAL DEBT	41,900.00	40,587.50	39,238	19,806.25	32,850	-	
	TOTAL COLLE	74,726.50	94,215.84	86,738	39,716.34	80,350	80,350	-

PROGRAM SUMMARY: Airport (budget code 482)

COMMENTS:

The Airport Program provides the budget to operate and maintain the Town's municipal airport.

General Category: Public Works

Department

AIRPORT

Dept # 482

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5114	Part Time Wages (19 hrs FY14)	13,810.80	17,852.68	19,325	9,623.12	20,090		
5145	Cell Phone Stipend	300.04	300.04	300	150.02	300		
	TOTAL PERSONAL SERVICES	14,110.84	18,152.72	19,625	9,773.14	20,390	20,390	
5211	Electricity	5,066.71	6,228.70	4,463	2,903.64	4,686		
5213	Fuel Oil (House)		806.93	847		889		
5214	Natural Gas	537.37	648.83	725	133.44	761		
5231	Water	403.20	146.00	249	118.80	249		
5241	Building & Grounds R & M	5,585.18	4,307.68	3,750	1,588.59	3,750		
5251	Beacon Lights R & M	740.50	1,025.08	600	368.69	600		
5275	Snow Removal Services	3,574.00	5,884.00	6,000	1,500.00	6,000		
5302	Legal	391.00	238.00	1,000		1,000		
5314	Seminars/Training	189.00	240.00					
5315	Other Professional & Technical	175.00	-	250		250		
5341	Telephone	824.55	813.40	1,200	336.85	900		
5344	Postage	82.22	33.18	100		100		
5345	Advertising		796.78					
5420	Office Supplies	175.79	124.86	275	70.83	275		
5443	Misc. Parts & Accessories	48.61	-	250		250		
5500	House Expense		113.67	90	500.00	90		
5710	Travel	432.52	358.60	50	104.50	50		
5740	Insurance	4,569.00	4,735.00	6,038	4,225.00	6,038		
	TOTAL EXPENSES	22,794.65	26,500.71	25,887	11,850.34	25,888	25,888	
	TOTAL AIRPORT	36,905.49	44,653.43	45,512	21,623.48	46,278	46,278	-

Staffing - Base Wages excluding Overtime/Shift/Holiday

Anniv Date	Title
7/1/2015	Airport Manager 19 hrs/wk

Grade/Step 7/1/2015	Hrly Rate	Rate #1 Hrs	Total Annual
D3	20.17	996	20,089.32

WATER POLLUTION CONTROL

PROGRAM SUMMARY: Sewer Enterprise Fund (budget code 661)
COMMENTS

The Sewer Enterprise Fund includes the functions typically associated with the Operation and Maintenance of the Water Pollution Control Facility, Pump Stations and Sewer Collection System. These include: **WPCF Operations and Maintenance** (code 661-440), **WPCF Highway Subsidiary** (code 661-449), **WPCF Debt** (code 661-700), and **WPCF Benefits** (code 661-910).

Expenditure Profile

Requested FY 2016 spending for the Sewer Enterprise Fund is \$2,259,099. This represents an \$111,906 or 5.2 % increase over the FY 2015 budget.

Significant Changes

The most significant changes being proposed in the Sewer Enterprise Fund budget are:

- (1) WPCF Operations and Maintenance: an increase of \$111,531 or 7.8%. This includes a \$57,477 or 13.2% increase **personnel costs** over FY 2015. This is primarily attributable to creation of an additional full-time, permanent position. The department is proposing to make the temporary position in the FY 2015 budget permanent. The wages for this position would cost \$34,312. This amount does not include the benefits for this new position which are reflected in the benefits portion of the budget that is described below. Full time wages **overtime** will also increase by \$4,354 or 11.5% in FY 2016. Other significant changes in the budget include: (1.) a \$34,000 increase in **architectural/engineering** and (2.) a \$20,000 increase in **sludge handling equipment supplies**. The additional engineering funds will be used to hire an engineering consultant who will be tasked with documenting the new sludge handling process in use at the WPCF facility (i.e. an operations and maintenance manual) and recommending adjustments to the process that will improve the efficiency and effectiveness of the process. The additional funds requested for sludge handling equipment supplies would be used to purchase and install two new grit screens on the Fournier Rotary Press. The existing press screens have experienced greater than anticipated wear and tear due to the presence of an excessive amount of grit in the sewer collection system. The Millers Falls Assessment would increase by \$6,090 or 3.0% in the proposed budget. Other noteworthy changes in the WPCF budget include: a modest reduction in the electricity budget attributable a favorable town electricity bid received by the HCOG; and a net reduction of \$18,500 in several repairs and maintenance line items that are attributable to the increased staff. It should also be noted that the **Solid Waste**

Disposal budget is once again level funded, reflected continuing success by the department in the processing of sludge at the plant.

- (2) WPCF Highway Subsidiary: The Highway Subsidiary budget is currently level funded at the FY 2015 level.
- (3) WPCF Debt: The WPCF Debt budget is projected to decline by \$24,146 or 5.2 % in FY 2016. This reflects planned reductions in the amortization schedules for existing debt.
- (4) WPCF Benefits: The WPCF benefits budget is projected to increase by \$24,521 or 12.1% in FY 2016. The primary reason for this increase is the addition of benefits for the new staff person.

Highlights of Goals and Objectives

(1) Sewer Administration

- Increase the staff from 9 to 10 positions and to restructure the staff to reflect added employees and responsibilities and plan for the future.
- Complete union negotiations and adjust UE pay grades as described in my Budget Estimate #3 budget to support staff retention, minimize loss of staff to other facilities. **Key objective.**
- Complete the determination of staffing requirements through negotiations with the DEP
- Receive a new NPDES permit.
- Define and begin the work for a facilities plan review.
- Develop standard operating procedures for the sludge reduction and nutrient reduction efforts. To identify plan changes to support the modified process. **Key Objective.**
- Respond to comments when received from DEP regarding our composting project and sampling plans. To move forward to evaluate economic value to the town of composting waste water sludge/biosolids.

(2) Sewer Operations

- Replace the Poplar St. and First St. pump stations with financial assistance from the MA DEP State Revolving Fund. **Key Objective.**
- Assist the Highway Department with the sanitary sewer gravity collection system video monitoring and repair. **Key Objective**
- To complete the cleaning of the canal inverted siphon storm drains working with the Highway Department. **Key Objective.**

- Assist the Town with the reestablishment of an operating sanitary sewer pump station at the Strathmore facility.
- Complete the work to replace the existing alarms system by migrating alarms to the Supervisory Control and Data Acquisition SCADA system.
- Replace or update the SCADA system software.

Major Accomplishments (last 5 years)

- No injuries
- Sewer rates did not increase for FY's 2010 through 2013. They also remained the same from FY 2014 through 2015
- Received and installed Fournier Press resulting in an increase in sludge dewatering efficiency.
- Presented in an article of the Treatment Plant Operator Magazine, April 2012. Increased respect for Montague in the industry.
- Began receiving thickened sludge, February 2012, from the Greenfield WWTP and expanded to more towns beginning June 2013. In FY 2015 received thickened sludge from 20 towns, a significant revenue source.
- Reduced septage handling rates to increase septage revenues. Results continue to be favorable.
- Staff built, installed and wired 5 automatic and 1 valves as part of sludge & nutrient reduction efforts. Saved substantial amount of money vs. purchasing commercially available equipment. (2013 and 2014).
- Montague WWTP recognized for achievements in the Massachusetts Water Pollution Control Facility Association Quarterly News Letter
- Shipping no sludge/biosolids off site since June 2013.
- Continued to receive significant revenue from both septage receiving and thickened sludge receiving operations
- Applied to DEP for approval of our Composting Plan and Compost Sampling Plan.
- Steadily increasing Retained Earnings.
- Had a positive influence on the increased Bond rating.

Town Administrator Recommendations (FY 2016)

The Town Administrator is recommending a reduction in the Water Pollution Control Budget from \$2,259,099 to \$2,178,987. This represents an \$80,112 or 3.5% decrease over the requested amount. The proposed cuts would include the elimination of the tenth staff person requested in the WPCF O&M budget and the associated benefits contained in the WPCF Employee Benefits budget. It

would also include level funding of the engineering line item in the O&M budget which proposed a \$354,000 increase to cover the costs of hiring an engineering consultant to document process changes at the WPCF.

General Category: Public Works - WPCF

Department

WPCF

Dept # 661-440

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 WPCF Supt Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5112	Wages Full Time	296,676.10	317,703.17	363,032	168,920.89	414,660	380,548	
5113	Salaries Part Time			21,154	10,050.20	21,982		
5124	P/T and Temp Wages	7,360.00	14,797.50	5,000	7,395.00	5,000		
5132	F/T Wages OT	38,180.66	45,365.90	38,000	23,733.88	42,354		
5142	Pager Pay	6,265.30	6,260.75	6,264	3,085.71	6,264		
5143	Paid Holidays Worked	2,442.29	2,368.50	2,360	2,196.90	3,027		
5144	Longevity	450.00	200.00	500	200.00	500		
5194	Vacation/Sick Leave Buy Back							
	TOTAL PERSONAL SERVICES	351,374.35	386,695.82	436,310	215,582.58	493,787	459,675	
5211	Electricity TP	137,014.16	153,979.65	182,302	69,947.52	175,000		
5211.1	Electricity PS	18,658.89	22,524.48	22,050	9,139.88	23,153		
5213	Heating Oil TP	6,649.98	20,493.31	16,538	150.00	17,365		
5213.1	Heating Oil PS		865.26	772		811		
5215	Kerosene		-	50		50		
5231	Water TP	3,760.20	10,363.50	2,000	1,773.39	5,890		
5231.1	Water PS	158.00	113.00	125	34.00	125		
5241	Grounds R & M	3,626.36	4,962.99	10,000	2,000.00	6,000		
5242	Buildings R & M	18,464.74	22,885.20	25,000	45.00	20,000		
5243	HVAC R & M	9,458.97	8,107.23	10,000	833.69	9,000		
5245	Vehicles R & M - Pickups	5,386.00	412.97	2,500	1,042.44	4,500		
5246	Preliminary Equipment R & M	10,849.40	16,346.30	10,000	11,804.02	12,000		
5246.1	Primary Equipment R & M	849.00	6,361.25	10,000	180.00	8,000		
5246.2	Secondary Equipment R & M	13,900.16	30,536.99	15,000		14,000		
5246.3	Sludge Handling Equipment R & M	6,674.74	11,122.22	7,500	457.40	6,500		
5246.4	Instrumentation Equipment R & M	12,284.39	19,795.08	16,500	5,234.99	16,500		
5246.5	Chlorination Equipment R & M	9,582.50	9,885.50	6,000	985.85	6,000		
5246.6	Pump Station Equipment R & M	16,948.45	17,287.04	15,500	3,183.52	14,000		
5246.7	Plant Water Equip R & M	176.00	1,430.99	6,000		4,000		
5246.8	Intermediate Pumping Equipment R & M	1,942.24	38,106.78	10,000	1,068.12	8,000		
5246.9	Septage Handling R & M		-	5,000		4,000		
5246.10	CSO System R & M	16,043.82	23,190.84	26,646	10,029.50	26,646		
5247	Computer R & M	2,717.74	1,924.95	2,000	428.49	2,000		
5276	Rental/Lease Telemetry	5,286.70	4,760.08	5,200	3,202.14	5,200		

General Category: Public Works - WPCF

Department

WPCF

Dept # 661-440

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 WPCF Supt Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5280	Solid Waste Disposal	134,216.61	17,243.32	110,000	8,821.00	110,000		
5302	Legal	274.90	1,737.00	6,000	1,831.38	4,000		
5303	Engineering/Architectual	2,125.00	475.00	8,000	3,500.00	42,000	8,000	
5310	Medical/Dental	232.50	157.00	300	695.00	400		
5311	Safety Purchased Services	9,511.43	12,199.89	4,500	1,184.00	5,000		
5314	Seminars	2,919.00	2,575.00	5,500	680.00	5,000		
5315	Other Professional & Technical	33,321.74	33,393.71	20,000	9,065.00	20,000		
5317	Pretreatment		-	150		150		
5341	Telephone	2,023.84	2,251.15	2,300	1,171.22	2,300		
5344	Postage	344.85	414.91	350	187.99	350		
5345	Advertising	63.64	663.71	300		300		
5346	Delivery		1,235.44	200	76.10	250		
5350	Employment Service		11,846.40	1,000		1,000		
5420	Office Supplies	2,079.83	1,362.58	1,300	1,265.41	1,744		
5430	Building R & M Supplies	8,109.84	17,771.89	13,200	7,482.85	13,200		
5431	HVAC		919.04	5,000	80.97	5,000		
5432	Fasteners				2,789.81	1,286		
5435	Tools				8,252.80	5,000		
5440	Oil & Lubricants	12,745.19	5,848.66	5,500	5,123.35	6,000		
5441	Peliminary Equipment Supplies	4,652.34	22,190.06	8,000	9,076.24	10,000		
5441.1	Primary Equipment Supplies	21,405.17	8,322.51	14,000	9,726.18	14,000		
5441.2	Secondary Equipment Supplies	15,478.18	7,522.92	9,000	2,344.60	9,000		
5441.3	Sludge Handling Equipment Supplies	26,256.42	23,182.47	12,000	42,339.47	32,000		
5441.4	Instrumentation Equipment Supplies	5,293.20	3,351.34	6,000	3,128.70	6,000		
5441.5	Chlorination Equipment Supplies	1,421.22	6,027.77	3,000	790.04	3,115		
5441.6	Pump Station Equipment Supplies	4,708.02	8,694.40	20,000	11,587.77	20,000		
5441.7	Plant Water Equipment Supplies	39.60	8,235.81	5,000		5,000		
5441.8	Intermediate Pumping Equipment Supplies	289.83	1,935.86	10,000	1,962.81	8,000		
5441.9	Septage Handling Supplies	5,467.35	687.98	5,000	1,386.20	5,000		
5441.10	CSO System Supplies	14.20	275.55	2,000	260.50	2,000		
5442	Computer Equipment	2,039.98	723.90	3,000	2,325.86	3,000		
5451	Cleaning Supplies	3,716.60	3,251.20	3,000	1,756.89	3,484		
5460	Groundskeeping Supplies	6,233.28	328.43	3,000	182.80	3,000		
5480	Vehicles - Pickups	6,374.01	11,401.98	4,500	3,111.32	6,500		
5500	Medical Supplies	42.50	212.50	175		175		

General Category: Public Works - WPCF

Department

WPCF

Dept # 661-440

EXPENDITURES	Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 WPCF Supt Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5511 Safety Supplies	1,873.73	2,202.39	3,620	2,806.35	3,620		
5581 Subscriptions/Books		-	150		150		
5582 Uniforms/Clothing	1,862.96	1,288.49	2,025	895.64	2,325		
5583 Lab Supplies	10,330.63	10,298.90	8,000	5,502.51	9,935		
5584 Chemicals	32,020.40	10,682.89	20,000	3,211.21	18,000		
5585 Pretreatment Supplies							
5590 Equipment < \$2K							
5710 Travel	1,403.55	720.01	200		200		
5730 Dues & Memberships	497.00	637.00	673	326.00	673		
5741 Property Insurance	4,560.95	4,478.41	4,612	4,758.10	4,843		
5742 Auto Fleet Insurance	1,833.50	1,287.26	1,327	2,248.08	1,393		
5743 Boiler & Machinery Insurance	493.05	495.53	511	507.06	1,278		
5745 Liability Insurance							
5746 Public Officials							
5747 Umbrella Ins	63.65	44.71	46	78.58	48		
5748 Employee Assistance Program							
5780 Reserve Fund		-	2,000		2,000		
5783 Hoister & Other Licenses	151.15	420.00			350		
5789 Safety Equipment	512.53	142.26	3,000	2,268.60	3,000		
5790 Other Overhead - Town	38,596.00	39,392.00	41,414		42,591		
5791 Other Overhead - TFFD	3,000.00	4,000.00	4,400	15,353.50	5,500		
5795 Millers Falls Assessment	179,806.00	184,545.00	201,984	141,868.95	208,074		
5799 Ind Park Emergency Operating		57,682.44					
TOTAL EXPENSES	888,837.81	960,212.28	991,920	443,550.79	1,045,974	1,011,974	
5855 Other Equipment	-						
TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL WPCF	1,240,212.16	1,346,908.10	1,428,230	659,133.37	1,539,761	1,471,649	-

23-Oct per STM added 1180 to 5112

General Category: Public Works - WPCF

Department

WPCF

Dept # 661-440

	Actual	Actual	Budget	Expended thru	FY16 WPCF Supt Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
EXPENDITURES	FY2013	FY2014	FY2015	12/31/2014			

Staffing - Base Wages excluding Overtime/Shift/Holiday

Step Date	Title	Grade/Step	Daily/Hrly Rate	Rate #1 Days/Hrs	Total Annual	DOH	Svc FY16	Long
7/1/2014	Superintendent RT	H10			87,202.00	9/27/1993	22	
7/1/2014	Secretary & Asst Lab Tech TT	C10	21.67	2,096	45,420.32	7/1/1987	28	300
7/1/2014	Secretary at 25 hours/wk KJ	B2	16.78	1310	21,981.80			
3/18/2015	Operator JL	D8	22.70	2,096	47,579.20	11/9/1998	17	200
3/9/2015	Operator ML	D4	20.67	2,096	43,324.32	3/9/2009	7	
1/12/2015	Operator TL	D4	20.67	2,096	43,324.32	8/7/2006	9	
11/30/2014	Operator TP	D3	20.17	2,096	42,276.32	4/11/2012	3	
9/23/2014	Laborer AS	B3	17.20	2,096	36,051.20	7/2/2012		
7/1/2014	Laborer NF	B2	16.78	2,096	35,170.88			
7/1/2014	NEW EMPLOYEE Laborer GF	B1	16.37	2,096	34,311.52			
436,641.88								0.00

General Category: Public Works - WPCF

Department

WPCF HIGHWAY

Dept # 661-449

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5112	F/T Wages	4,545.67	5,707.21	23,770	3,996.86	23,770		
5132	F/T Wages OT	1,961.27	2,430.63	4,585	847.71	4,585		
5142	Shift Differential	862.96	315.37	200	175.63	200		
	TOTAL PERSONAL SERVICES	7,369.90	8,453.21	28,555	5,020.20	28,555	28,555	
5249	Other Repairs	400.00	-	1,000		1,000		
5252	Collection System	6,272.16	160.99	4,500		4,500		
5271	Easements	100.00	100.00	500		500		
5277	Rental/Lease Vehicles		-	1,000		1,000		
5283	Other Equipment	386.20	-	1,000		1,000		
5303	Engineering/Architectual		-	300		300		
5443	Misc. Parts/Accessories	7,655.99	8,625.12	5,000	1,669.34	5,000		
5530	Public Works Supplies	210.40	-	5,104	526.25	5,104		
	TOTAL EXPENSES	15,024.75	8,886.11	18,404	2,195.59	18,404	18,404	
5800	Capital Outlay	2,116.23	-	8,000		8,000		
	TOTAL CAPITAL OUTLAY	2,116.23	-	8,000	-	8,000	8,000	
	TOTAL WPCF HWY SUBSIDIARY	24,510.88	17,339.32	54,959	7,215.79	54,959	54,959	-

	Actual	Actual	Budget	Expended	FY16	FY16	FY16
EXPENDITURES	FY2013	FY2014	FY2015	thru	Level	Town	BOS &
				12/31/2014	Services	Administrator	Fin Comm
					Request	Budget	Recommend
	Long Term Principal						
710-5912	\$589,000	6-15-03 Multi Article	30,000.00	30,000.00	30,000		
710-5913	5,000.00	Acquire 46 Greenfield Rd	5,000.00	5,000.00	5,000		
710-5915	14,298.80	CSO MWPAT #01-33 \$179,059	14,862.59	14,863	15,466.36	14,863	
710-5919	25,000.00	WPCF Gen Obligation 2006	20,000.00	15,000	15,000.00	15,000	
710-5930	26,122.20	CSO MWPAT #05-22 \$957,448	26,649.60	27,188	27,187.80	27,737	
710-5931	29,077.20	CSO MWPAT #05-22A \$1,911,052	29,787.60	30,515	30,515.40	31,261	
710-5932	8,143.77	CSO USDA #91-16 \$1,024,000	8,143.77	8,500	8,500.06	8,872	
710-5933	7,219.20	CSO USDA #92-18 \$958,000	7,517.00	7,828	7,827.38	8,150	
710-5934	62,002.00	MWPAT #94-26 \$907,181	63,829.00	65,775		67,796	
710-5935	14,231.00	MWPAT #91-76 \$159,435	15,042.00	15,899			
710-5740		1.7 million sewer repair		25,000		55,000	
	WPCF General Obligation Bonds (Excess)						
	221,094.17	220,831.56	245,568	104,497.00	263,679	263,679	

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
	Long Term Interest							
751-5912	\$589,000 6-15-03 Multi Article	14,325.00	13,200.00	12,000	6,000.00	10,725		
751-5913	Acquire 46 Greenfield Rd	2,262.50	2,075.00	1,875	937.50	1,663		
751-5915	CSO MWPAT #01-33 \$179,059	4,144.22	2,496.95	1,700		1,007		
751-5915-100	CSO MWPAT #01-33 \$179,059 Admn	122.19	44.59	100	44.59	100		
751-5919	WPCF Gen Obligation 2006	8,675.00	7,550.00	6,675	3,525.00	5,925		
751-5930	CSO MWPAT #05-22 \$957,448	8,786.72	8,258.97	7,721	3,996.24	7,172		
751-5930-100	CSO MWPAT #05-22 \$957,448 Adm	545.90	619.41	580	299.71	538		
751-5931	CSO MWPAT #05-22A \$1,911,052	24,734.01	24,023.50	23,296	11,831.98	22,550		
751-5931-100	CSO MWPAT #05-22A \$1,911,052 Adm	1,536.90	1,548.49	1,448	735.21	1,402		
751-5932	CSO USDA #91-16 \$1,024,000	25,310.43	25,310.43	24,955	24,954.14	24,583		
751-5933	CSO USDA #92-18 \$958,000	23,710.80	23,412.71	23,103	23,102.63	22,780		
751-5934	MWPAT #94-26 \$907,181	18,050.56	14,609.79	11,042	5,722.03	7,321		
751-5934-100	MWPAT #94-26 \$907,181 Admn	493.92	400.92	401	152.59	207		
751-5935	MWPAT #91-76 \$159,435	2,324.73	1,506.02	634				
751-5935-100	MWPAT #91-76 \$159,435 Admn	67.76	46.41	100	11.92			
751-5740	1.7 million sewer repair			85,000	17,059.86	52,400		
	Long Term Interest	135,090.64	125,103.19	200,630	98,373.40	158,373	158,337	
752-5921	WPCF share s/t Int CSO							
752-5925	Interest on Short Term Notes	-	3,829.25	15,000	1,506.90	15,000		
	Short Term Interest	-	3,829.25	15,000	1,506.90	15,000	15,000	
	TOTAL WPCF DEBT	356,184.81	349,764.00	461,198	204,377.30	437,052	437,052	-

General Category: Public Works - WPCF

Department

WPCF BENEFITS

Dept # 661-910

EXPENDITURES		Actual FY2013	Actual FY2014	Budget FY2015	Expended thru 12/31/2014	FY16 Level Services Request	FY16 Town Administrator Budget	FY16 BOS & Fin Comm Recommend
5171	Retirement	64,911.00	74,513.00	74,959	74,959.00	88,198		
5172	Workers' Compensation	5,852.95	4,536.74		5,986.32	7,602		
5173	Unemployment Compensation		322.00					
5174	Health Insurance	86,130.56	75,924.07	121,320	51,891.64	125,000	113,000	
5175	Life Insurance	759.92	630.28	1,159	454.40	1,159		
5176	Medicare	4,774.32	4,967.07	5,368	3,061.32	5,368		
	TOTAL PERSONAL SERVICES	162,428.75	160,893.16	202,806	136,352.68	227,327	215,327	-
	TOTAL WPCF BENEFITS	162,428.75	160,893.16	202,806	136,352.68	227,327	215,327	-

3-Nov added actual retirement assesment

15-Dec rec'd from Treas

7-Jan adjusted 5174 per HCGIT vote