

# **TOWN OF DEDHAM FISCAL 2014 BUDGET TABLE OF CONTENTS**

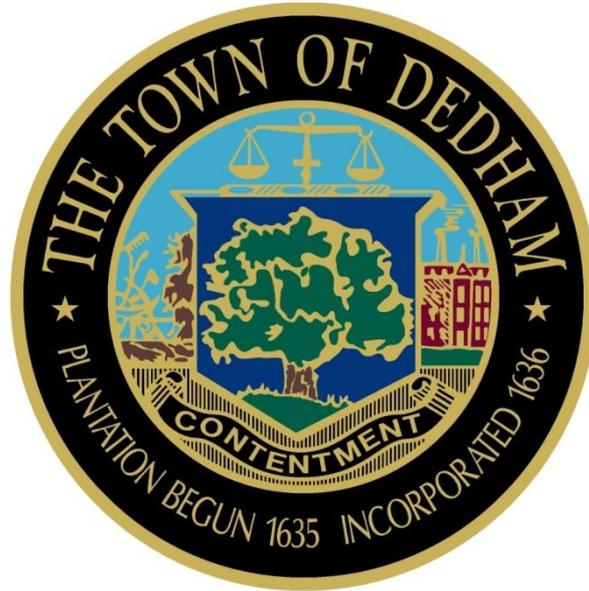
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# **TOWN OF DEDHAM FISCAL 2014 BUDGET TABLE OF CONTENTS**

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SECTION I  
BUDGET PRESENTATION

TOWN OF DEDHAM  
**FY2014 BUDGET MESSAGE**



*A Sustainable Economic Framework for Dedham*

Presented by:

**William G. Keegan, Jr.**

Town Administrator



# Presentation Components

- New Approach to Budgeting
- 2003-2013 Selected Accomplishments
- 2013 Highlights
- 2014 Spending Plan
- Summary of New Initiatives in Budget
- Conclusion



# New Approach to Budgeting

- Emphasis on services and priorities and funding accordingly
- Increased transparency of cost of services
- Performance data to aid in budgeting decisions
- Evolving process



# 2003-2013 Selected Accomplishments

- Roads Program
- Sewer Maintenance
- Recycling/ Automated Trash Program
- Science Labs, East Street, Middle School, Dolan Center, Avery & Athletic Field
- Full List in Appendix



# 2013 Highlights

- Dedham Square
- Implementation of Health Insurance Reform
- Central Facilities Department
- Endicott Estate
- Ongoing Review of Public Safety Study
- Financial Policies Committee



# 2014 Proposed Budget

- Focused on Limiting Tax Impacts
- Implementing certain Public Safety Study recommendations
- New Human Resources Department
- Performance-Based approach to Services & Costs
- Focus on Economic Sustainability



# Fiscal 2014 Spending Plan

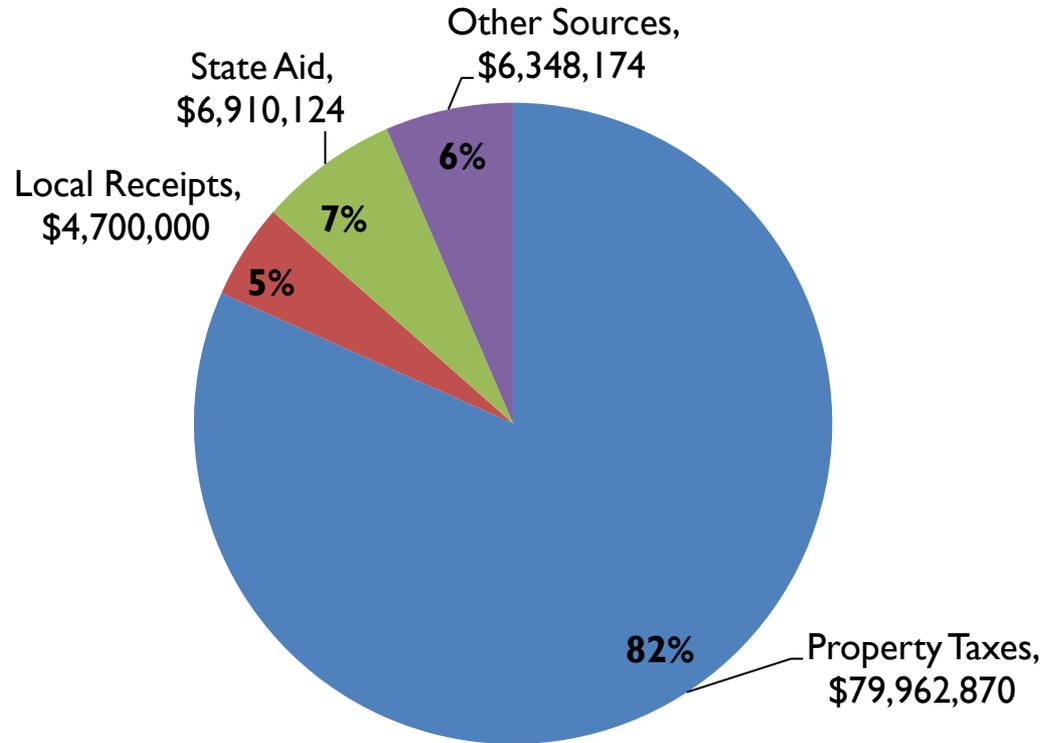
- \$97,921,168 Total Spending Plan
- \$87,910,967 Operating Expenditure Budget
- \$ 7,598,507 Local Assessments
- \$ 2,411,694 State Assessments



# Revenues

- Property Taxes
- Local Receipts
- State Aid
- Other (Including Sewer)

# Revenues by Source

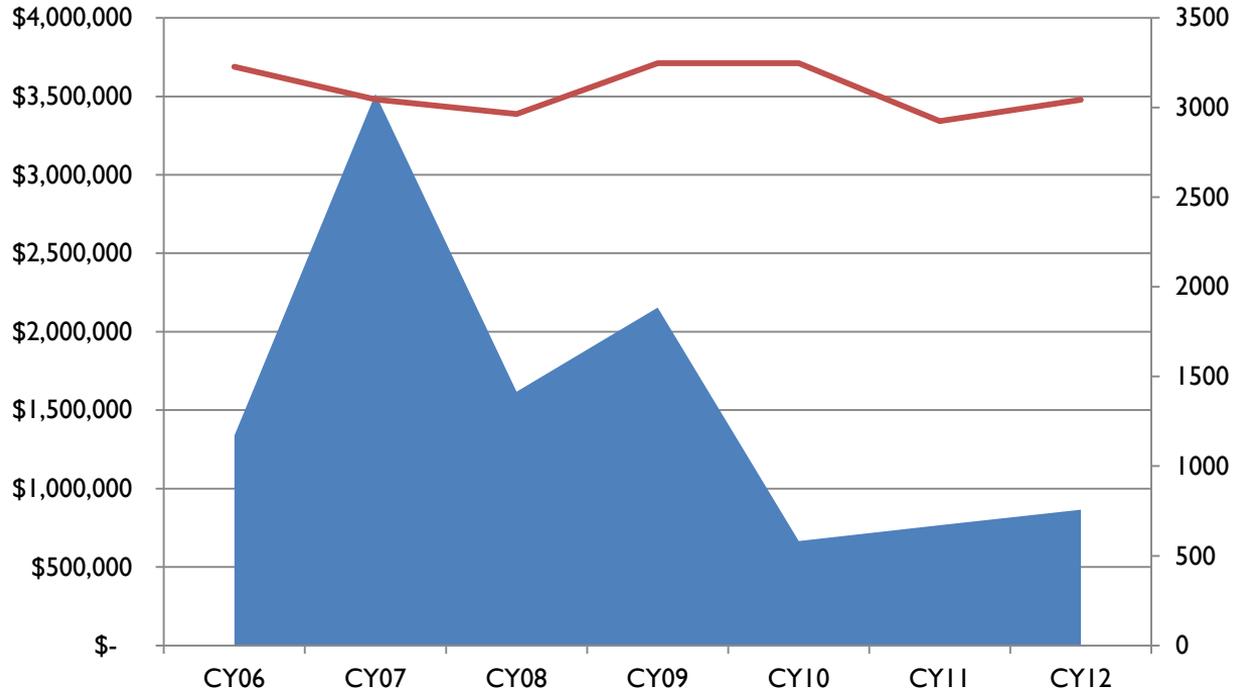


# Tax Levy

	<u>FY 2013</u>	<u>FY 2014</u>
Prior Year Levy Limit	71,008,352	73,915,450
2½% Increase	1,775,465	1,847,886
New Growth	1,131,633	500,000
<b>Subtotal</b>	<b>73,915,450</b>	<b>76,263,336</b>
Debt Exclusion	3,742,766	3,699,534
Adjustment	-21,948	
<b>Real &amp; Personal Property</b>	<b>77,636,268</b>	<b>79,962,870</b>

# Building Permits & Fees

Fees (\$)



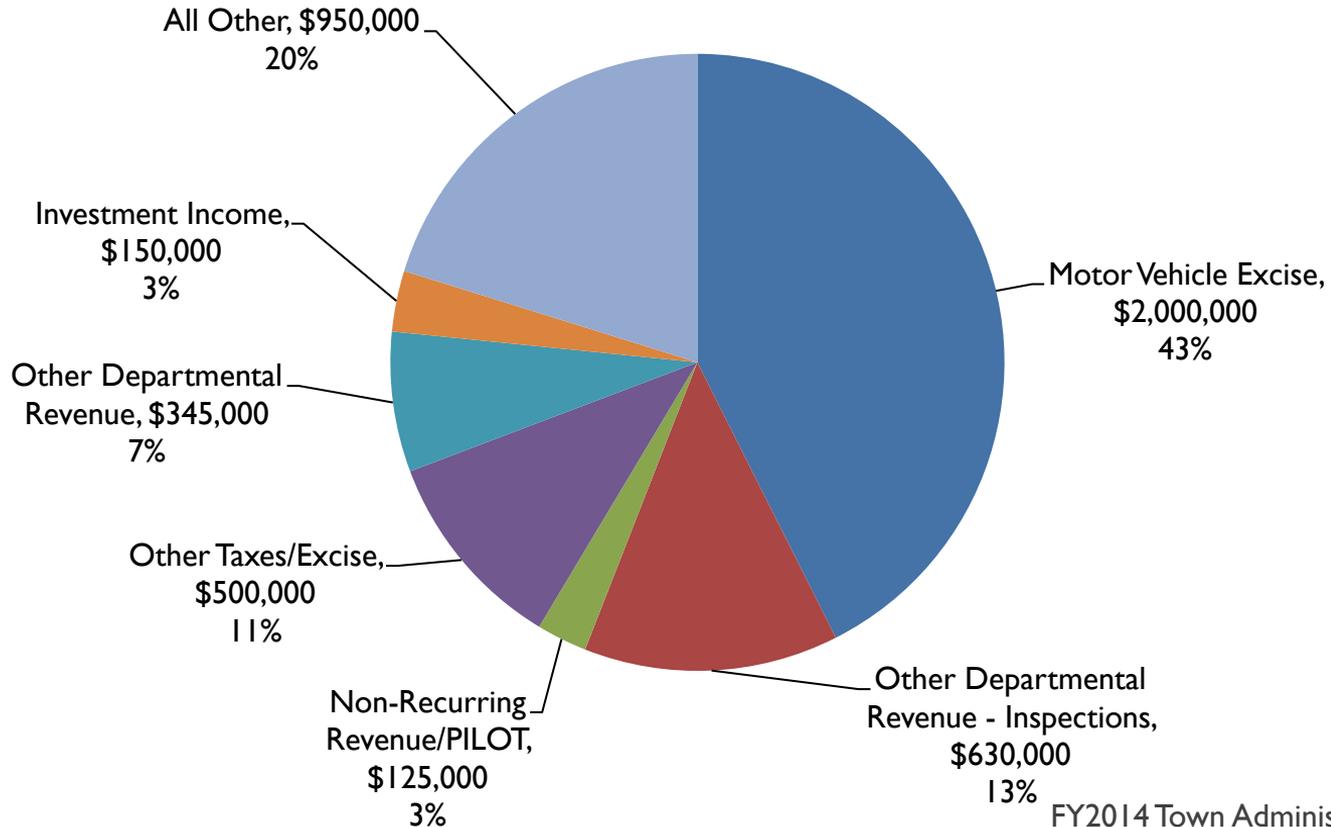
Number of Permits

Fees Permits

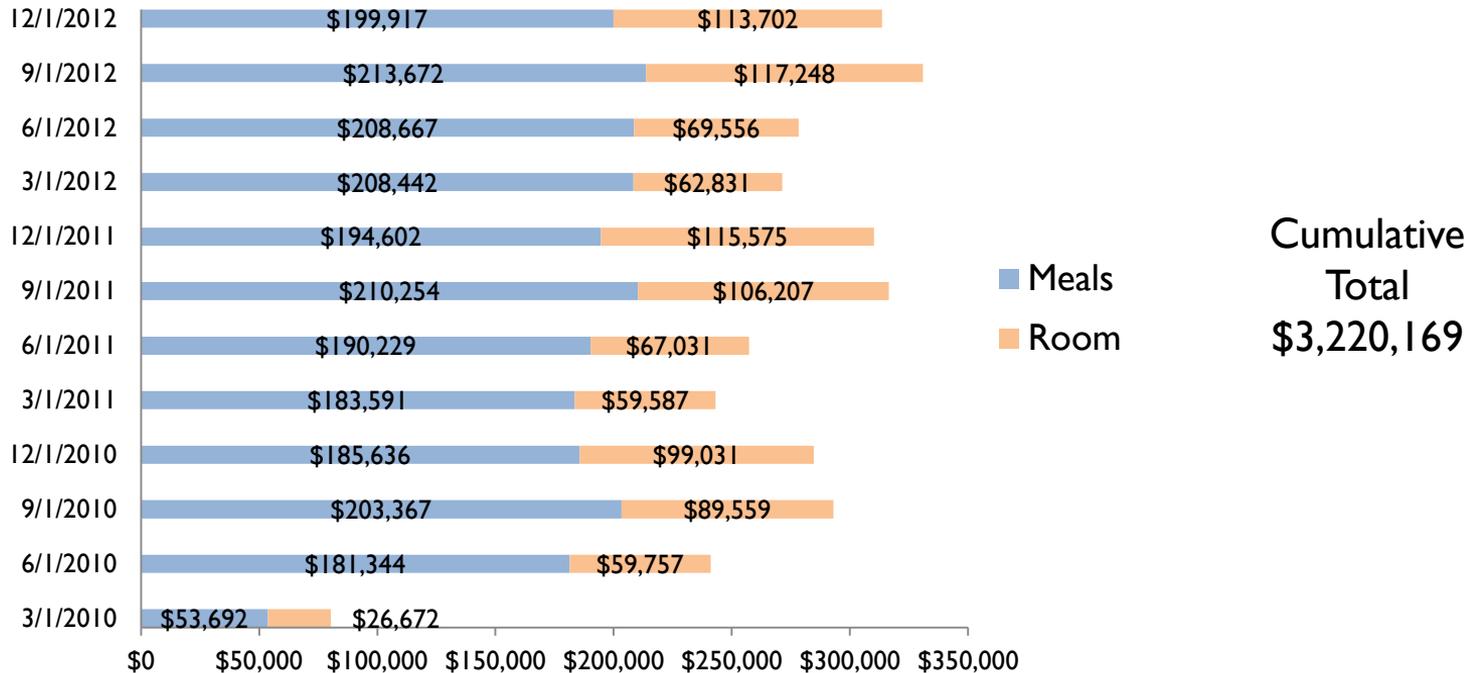
# Local Receipts

	<u>FY 2011</u> <u>Actual</u>	<u>FY 2012</u> <u>Actual</u>	<u>FY 2013</u> <u>Budget</u>	<u>FY 2014</u> <u>Budget</u>
Motor Vehicle Excise	2,714,442	2,563,860	2,000,000	2,000,000
Hotel/Motel/Boat Excise	630,656	709,277	500,000	500,000
Penalty/Interest on taxes	296,260	345,562	125,000	125,000
Departmental - Inspections	722,643	741,120	500,000	500,000
Departmental - Cemetery	82,000	92,105	70,000	70,000
Departmental - Other	1,142,891	1,213,498	1,055,900	1,055,900
Licenses & Permits	217,297	230,755	200,000	200,000
Investment Income	446,630	340,813	150,000	150,000
Fines & Forfeits	139,328	155,102	75,000	75,000
Non-Recurring Revenues	287,121	320,260	24,100	24,100
<b>Total</b>	<b>6,683,197</b>	<b>6,632,250</b>	<b>4,700,000</b>	<b>4,700,000</b>

# Local Receipts



# Local Option Taxes | Distributions by Quarter

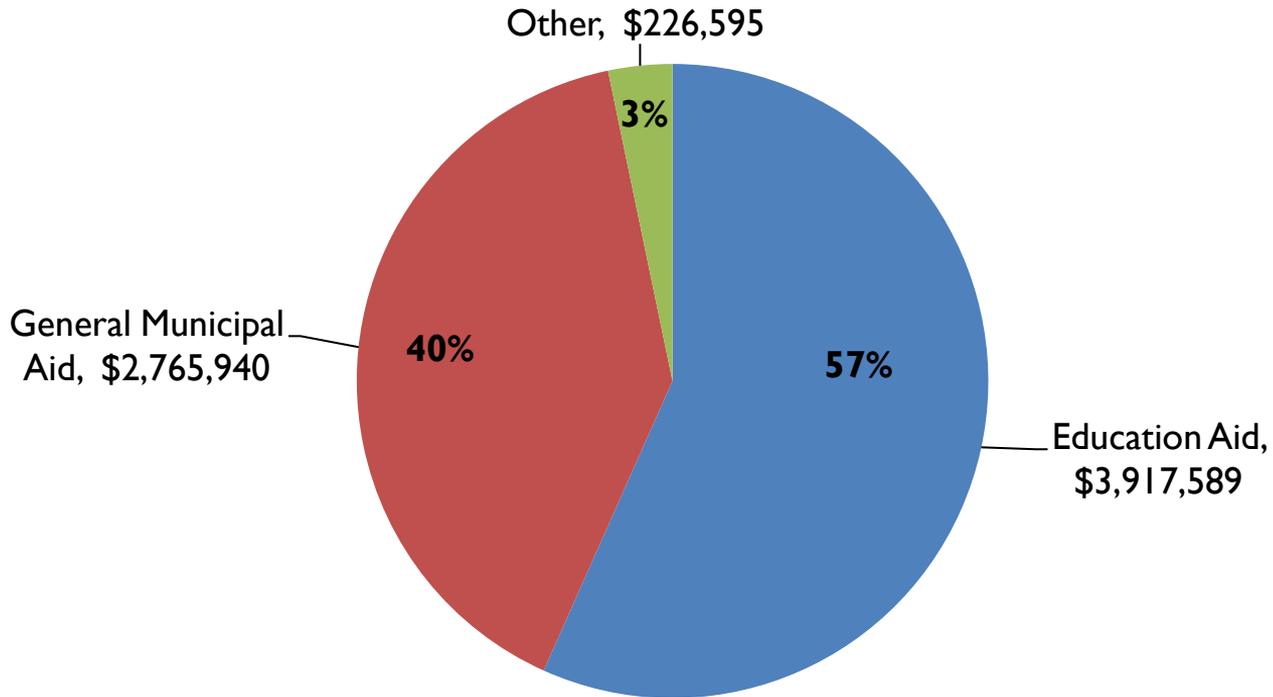


# State Aid

	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14*</b>
Education	3,936,362	3,693,376	3,701,136	3,917,589	3,917,589
Unrestricted Aid	2,881,188	2,765,940	2,565,951	2,765,940	2,765,940
Other	264,742	253,037	207,498	226,595	226,595
<b>Total State Aid</b>	<b>7,082,292</b>	<b>6,712,353</b>	<b>6,474,585</b>	<b>6,910,124</b>	<b>6,910,124</b>

\* Governor Patrick's proposed increases (\$862,281) are not budgeted; the Governor's proposal assumes tax increases not yet enacted.

# State Aid



# Expenditures

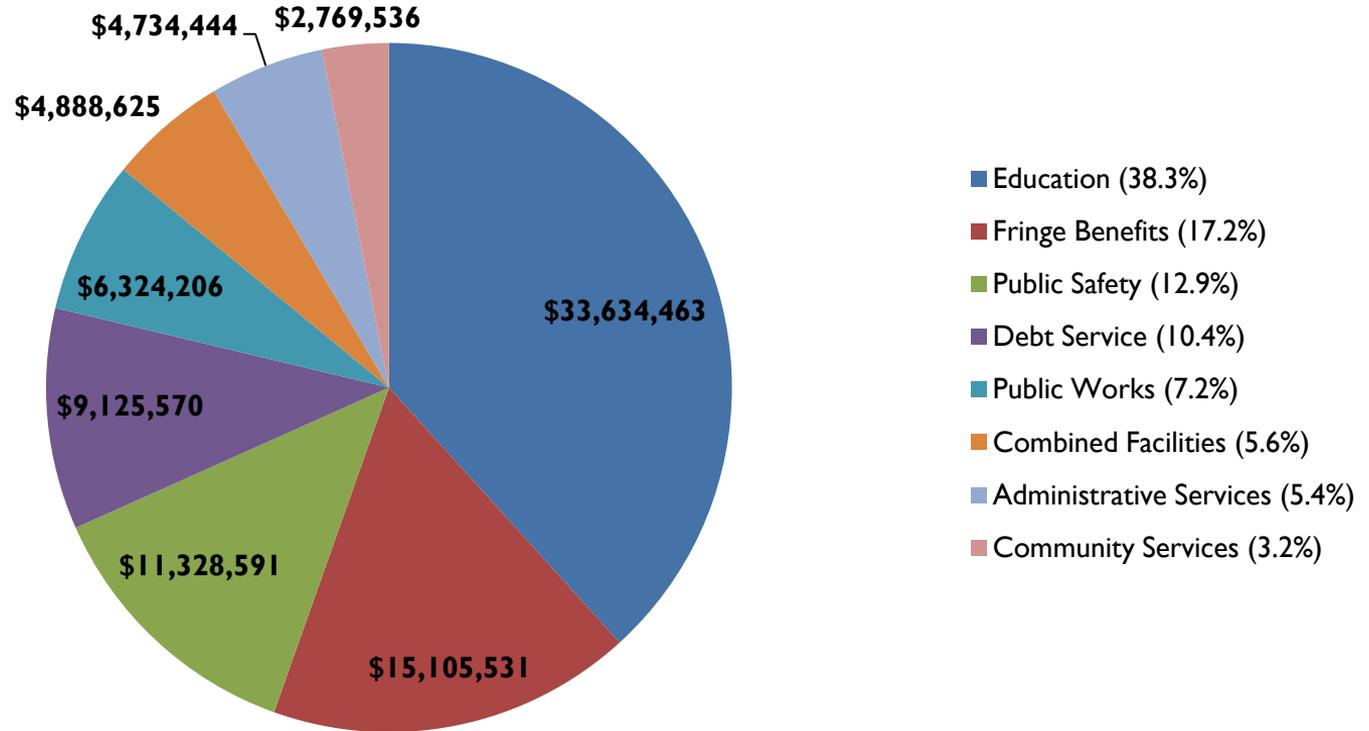
	<u>FY13</u>	<u>FY14</u>	<u>Difference</u>	<u>%</u>
Administrative Services	4,630,745	4,734,444	103,699	2.24%
Community Services	2,742,787	2,769,536	26,749	0.98%
Debt Service	9,058,000	9,125,570	67,570	0.75%
Education*	32,883,971	33,634,464	750,492	2.28%
Facilities Operations & Maintenance	4,558,902	4,888,625	329,723	7.23%
Fringe Benefits	14,359,445	15,105,531	746,086	5.20%
Public Safety	11,558,007	11,328,591	-229,416	-1.98%
Public Works	5,852,059	6,324,206	472,147	8.07%
<b>Total</b>	<b>85,643,916</b>	<b>87,910,967</b>	<b>2,267,050</b>	<b>2.65%</b>

\* Education costs reflect Dedham Public Schools, BHRSD, and Norfolk Agricultural, minus operating costs of Central Facilities that are included in the Dedham Public Schools' budget request. All Facilities Maintenance & Operations costs are budgeted under Facilities.

# Changes In Expenditures

<b>OPERATING COSTS</b>	<b><u>FY13</u></b>	<b><u>FY14</u></b>	<b><u>Difference</u></b>	<b><u>%</u></b>
Town Operations	24,783,598	25,156,777	373,179	1.5
School Operations	32,883,971	33,634,463	750,492	2.3
Facilities Operations	4,558,902	4,888,625	329,724	7.2
<b>Subtotal</b>	<b>62,226,471</b>	<b>63,679,865</b>	<b>1,453,394</b>	<b>2.3</b>
<b>SHARED COSTS</b>				
Debt Service	9,058,000	9,125,570	67,570	0.8
Health Insurance & OPEB	9,508,055	9,916,380	408,325	4.3
Pensions	3,460,000	3,951,350	491,350	14.2
Other Costs	1,391,390	1,237,801	-153,589	-11.0
<b>Subtotal</b>	<b>23,417,445</b>	<b>24,231,101</b>	<b>833,197</b>	<b>3.5</b>
<b>TOTAL</b>	<b>85,643,916</b>	<b>87,910,967</b>	<b>2,267,051</b>	<b>2.6</b>

# Expenditures by Function





# Administrative Services

- Overall increase of \$103,699 (2.2%)
  - One-time cost of \$30,000 to print Charter update and new Codification Book
  - Anticipate increase to Liability Insurance
  - Human Resources Department



# Community Services

- Overall increase of \$26,749 (1.0%)
- Bus Service moved from Administrative Services to Council On Aging
- Library budget meets State funding requirements
- Parks & Recreation and Endicott Estate operations to become increasingly self-supporting through program revenues



# Education

- Dedham Schools requested increase is \$694,370 (1.97%)
- Does not factor contractually required ESCO increases  
Included in Central Facilities Operating Budget
- Blue Hills Regional School District
  - Assessment increasing \$63,014 (6.9%)
  - Headcount growing from 50 to 56
- Estimated Norfolk Agricultural School assessment  
\$68,000



# Central Facilities Maintenance

- Consolidated Budget increasing \$329,723 (7.2%)
  - Utility rates budgeted at 3% increase
  - Equipment warranties for ESCO project
- Increased use of Seasonal workers to achieve cost Savings
- Installing efficient LED exterior lighting replacements
- Developing long-range Facilities plan for FY15 Town Meeting presentation



# Fringe Benefits

- Overall Increase of \$746,086 (5.0%)
- Health Insurance Rates Set at 4% Increase
- Pension costs increase of \$500,000
- OPEB increased to fully fund annual required contribution (ARC)
- Medicare tax increases as salaries increase



# Public Safety

- Maintains level service, begins to implement Study Recommendations
- Funding one new Firefighter position and four new Lieutenant Ranks (not new personnel)
- New Police Detective for Federal Drug Task Force
- Transferring Fleet Maintenance from Fire to DPW
- Animal Control transferred to Police
  - Combining Animal Control Function with Meter Enforcement



# Public Works

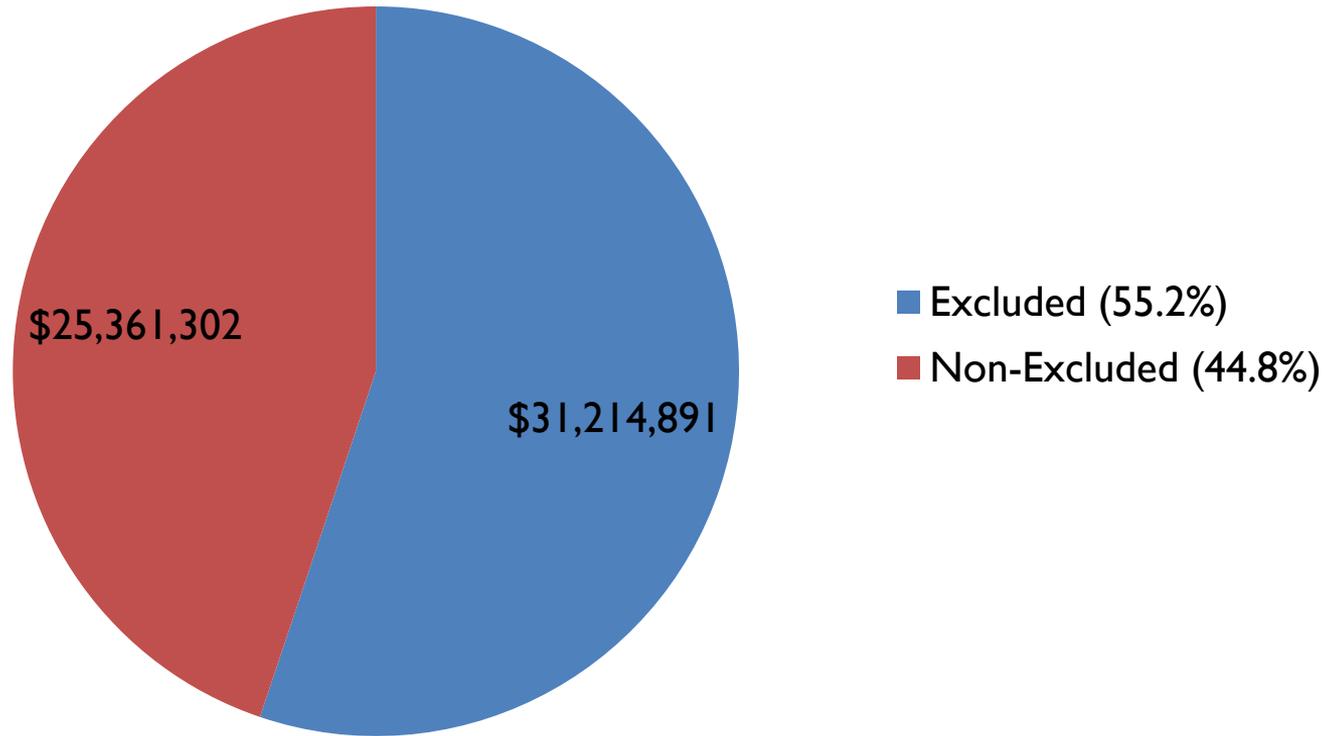
- Transferring Fleet Maintenance from Fire, with additional Mechanic in Public Works
- Snow & Ice increase \$50,000
- Rubbish & Recycling increasing for CPI
- Washington Street transferred to Town
- Restored funds for Tree Program and Landscaping



# Debt Service

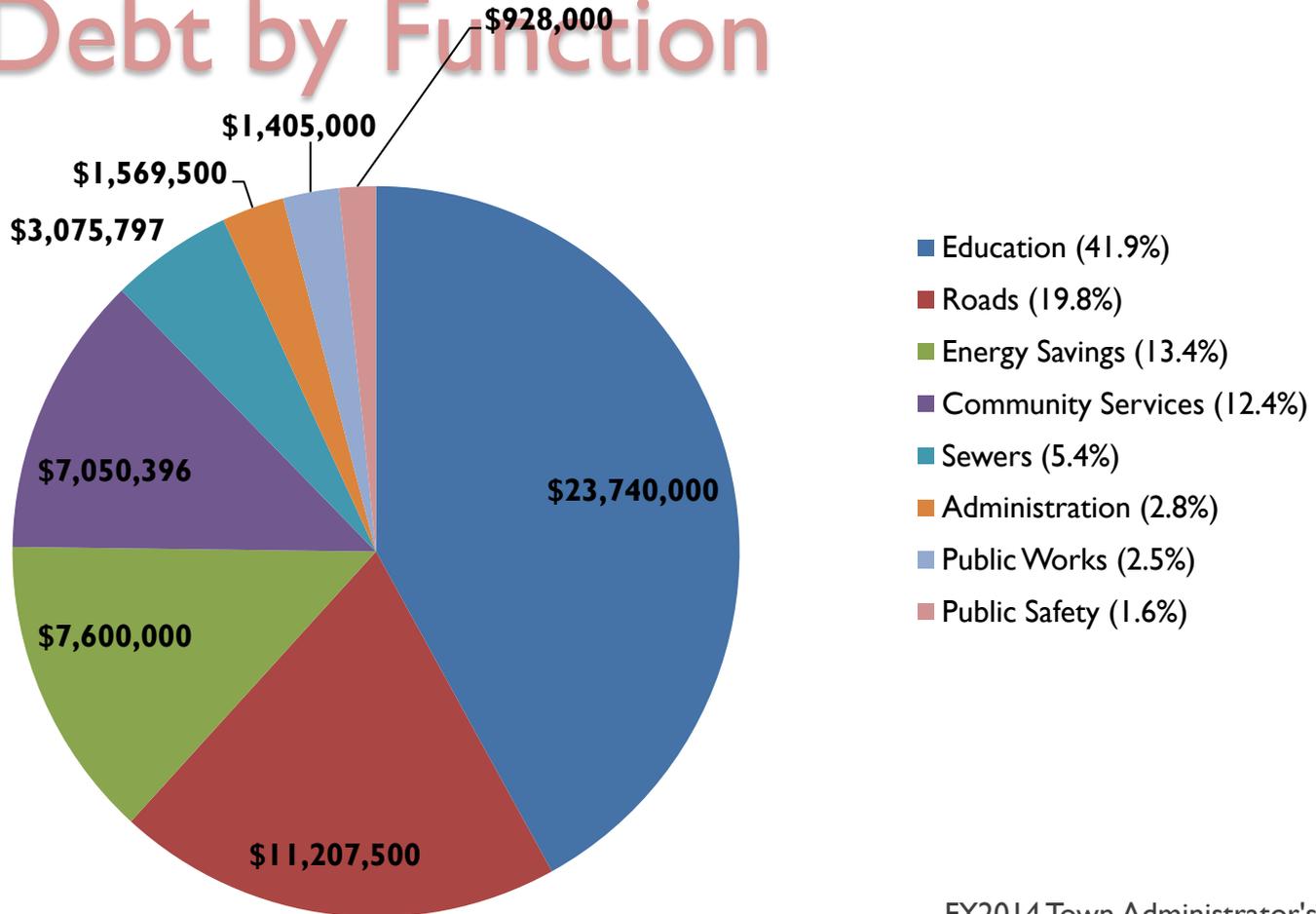
- Total FY2014 Debt Service budget is \$9,125,570
- Overall Increase of \$67,570 (0.75%)
- Total Excluded Debt \$31,214,891
- Total Non-Excluded Debt \$25,361,302
- Bond issue scheduled for Spring, \$7 Million

# Excluded/Non-Excluded Debt



**Debt Outstanding as of June 30, 2012 \$56,576,193**

# Debt by Function





# Conclusion

- Responsible spending plan maintaining quality services
- Collaborative efforts between Town, Schools & Boards
- New approach to evaluating budgets
- Focus on Sustainability
- Continuing policy of addressing long-term obligations
- Moving forward in an affordable and sustainable manner



## Appendix – Selected 10 Year History of Town Accomplishments

- Seven Page Document
- Boards, Committees and Departments
- Initiatives, Improvements and Community Involvement
- From A-Z (Ambulance to Zoning)

**Town of Dedham**  
**FY14 Town Administrator's Budget Message**  
**Selected Town Accomplishments in the Past Ten Years**

**Board of Selectmen**

- Established the Budget Task Force
- Directed the development of Selectmen's Goals Document
- Recommended and assisted in the development of new Financial Policies
- Recommended the establishment of the Meals and Hotel Tax Stabilization Fund
- Recommended additional Alcohol Licenses for Legacy Place and filed legislation for their approval following Town Meeting Action
- Provided for improved communication with the approval of a Code Red emergency response system, increased website presence, and initiating a Selectmen's Newsletter
- Recommended a Charter Study Committee be formed
- Initiated the Neighbors Helping Neighbors program, winner of the MMA Kenneth Pickard Award
- Approved lease of the former Avery School for use as the Mother Brook Arts and Community Center
- Supporting the expansion of arts and cultural interest in the community
- In 2011 supported the effort for Dedham to become an All-America City Finalist

**Finance Committee**

- Developed the Long Range Forecasting Model
- Initiated the new performance-based budget process
- Chaired the Fiscal Policies Update/Rewrite Committee

**Finance Department**

- Created centralized Finance Department for Accounting, Treasury, Collection, and Information Technology
- Consolidated budget functions in FY2012
- Hired a new Network Coordinator Position in IT
- Recommended combining the Treasurer/Collector position
- Prepared the presentation for rating agency that achieved an increase in Bond Rating and a Positive Outlook for the Town
- Established Central Purchasing program
- Established a Tax Amnesty program
- Held a Tax Lien sale

**Information Technology**

- Supports 68 Servers on the Town side of government
- Upgraded the Town's Wide Area Network (WAN) to Windows 2008 R64/ Windows 7
- Installed a Hewlett Packard New Blade Storage System
- Installed New Software in Finance (New World System, Point), Cartograph, My Senior for COA, Symposium, Net Motion and a new e-mail platform, Zimbra
- Assisted with the installation of a new VOIP telephone system on a Town-wide basis
- Serves as support for smart phones, tablets and other portable technology devices
- Established a WIFI network for many Town buildings
- Assisted with the development of Town Smartphone and iPad applications for Board of Health and GIS

**Town of Dedham**  
**FY14 Town Administrator's Budget Message**  
**Selected Town Accomplishments in the Past Ten Years**

**Assessors**

- Valuation of New Bridge on the Charles resulting in higher tax contribution than Payment in Lieu of Taxes and brought Legacy Place on tax rolls
- Instituted a formal inspection system, data collection process

**Legal**

- No major lawsuits resulting in claims against the Town in the past ten years
- Helped to successfully redefine a more defensible Adult Entertainment District

**Town Clerk**

- New Town Clerk elected
- Combined the budgets of Elections, Town Clerk, and Registrars
- New Town Code and By-Law Book under development
- Records management program being implemented
- Coordinates new Ethics Compliance Program
- New software for licensing and vital records
- New cash receipt program working cooperatively with Collections

**Economic Development**

- Established the Office of Economic Development
- Successfully wrote \$1.7 Million PWED grant application for Dedham Square Project
- Top Five Commonwealth Capital score in the State
- Coordinated the development of a New Guide to Doing Business in Dedham
- Helped to establish and lead the Development Review Team
- 2011 Business Persons of the Year Award to Economic Development Director and Town Administrator from Neponset Valley Chamber of Commerce
- Regional Economic Development program
- Expedited Permitting and Bio-Ready Community
- Community Branding and Marketing Plan being developed
- Washington Street Business Corridor Plan developed

**Planning Board**

- Legacy Place Plan approved with conditions
- New Bridge on the Charles Plan approved with conditions
- Updated Open Space Plan
- Coordinated a major update to the Town's Master Plan
- Full-time Town Planner funded and hired

**BPCC**

- Town-wide Facility Assessment performed
- Evaluation of Police and Fire facilities
- Site Selection proposed for new Police Department building

**Town of Dedham**  
**FY14 Town Administrator's Budget Message**  
**Selected Town Accomplishments in the Past Ten Years**

**Facilities and Maintenance**

- Central Facilities Maintenance & Operations Department established through cooperation between the Town and School Departments
- Town-wide Energy Services Contract (ESCO) performed

**Police Department**

- Technology improvements: Computers placed in Cruisers, Smart Technology Traffic Equipment, Simulations and Range Simulator
- Community Outreach: National Night Out, Citizen Police Academy, Social Media
- Public Safety Study completed, implementation of recommendations ongoing
- Department restructuring underway
- Entered Massachusetts Accreditation Program

**Fire Department**

- Fire and EMS training program established, average of 100 hours per year
- Technology improvements: Laptops in fire trucks, thermal imaging cameras, and hazardous gas meters, Jaws of Life, Res-Q-Jak, improved SCBA equipment
- Community Outreach: Fire Safety Programs for schools, businesses and other organizations
- Fire Prevention: Carbon Monoxide compliance, Liquor License renewals
- Public Safety Study completed, implementation of recommendations ongoing
- Department restructuring underway

**Central Dispatch**

- New Dispatch Panel purchased and installed
- Medical Dispatch established

**Ambulance**

- Reduced cost by eliminating charge for housing ambulance in Dedham resulting in a no cost contract for the Town to provide this service

**Emergency Operations/Civil Preparedness**

- Established a new central Emergency Operations Center

**Building Department**

- Hired a new Assistant Inspector/Code Enforcement Agent, position to take on function of Sealer of Weights and Measures

**Conservation Commission**

- Charles River Water Trail developed
- Surface Water Runoff Program aligned with the Building Department
- Full-time Board Secretary and Social Media Coordinator hired

**Town of Dedham**  
**FY14 Town Administrator's Budget Message**  
**Selected Town Accomplishments in the Past Ten Years**

**Environmental**

- Established Environmental Office, Environmental Coordinator hired
- Winner of the Massachusetts Leading by Example Award from DEP
- Recognized as being one of the first Green Communities in Massachusetts, awarded \$180,000
- Successful grant-writing
- Congressional Earmark Awarded for Solar Panels on High School and Town Hall Roofs
- Helped to coordinate the new Town-Wide Recycling Program
- Developed programs for Dedham to reduce its carbon footprint
- Helped to coordinate the efforts of the new Sustainable Dedham Committee
- Working with Engineer and Regional Planning Authority to help regional Bike Paths and Walkways

**DPW Operations**

- Pavement Management Program execution
- Restructured in 2005, improved operations with fewer employees and higher production
- Capital improvements at Brookdale and Village Cemeteries
- Consolidating fleet maintenance program

**Infrastructure Engineering**

- Established following the separation from DPW in 2005
- East Street Improvement Project Management and Design
- Established Pavement Management Program
- Provides in-house construction management
- Established Sewer Rehabilitation Program, resulting in less fresh water infiltration and significant savings to rate payers
- Drafted new set of Traffic Rules and Regulations for adoption by the Board of Selectmen
- Served as Design and Construction Oversight for the \$6.5 Million Dedham Square Improvement Project
- Nationally recognized and award winning GIS Program
- In-house design program resulting in significant savings in outside design costs

**Rubbish & Recycling**

- Established Single Stream Recycling Program resulting in reduced trash tonnage and cost to the Town
- Established Automated Collection Program
- Joined regional consortium for disposal of waste
- Signed new agreement for lease of the Trash Transfer Station resulting in increased revenue for the Town

**Street Lighting**

- Purchased streetlights resulting in minimum savings of \$150,000 per year
- Changed street lighting to LED lighting to save energy and cost of operating lights

**Town of Dedham**  
**FY14 Town Administrator's Budget Message**  
**Selected Town Accomplishments in the Past Ten Years**

**Schools**

- Strategic Plan Approved
- New Science Labs at the High School
- New Middle School
- New Avery Elementary School
- New Turf and Track Facility at High School
- iPad Initiative with students
- New Reading, Math and Literacy Programs
- New Science Programs Grades K-5
- New Middle School Engineering Program
- NEASC Accreditation Program at Middle and High Schools
- Advanced Placement Programs widely expanded at High School
- Special Ed District Program
- Teamed 9<sup>th</sup> Grade Program

**Public Health Board**

- Established the position of Assistant Director by converting the Sanitarian position
- Instituted strong regulations to reduce minors purchasing cigarettes
- Established connection to Regional Emergency Management Program

**Council on Aging**

- Moved office from Town Hall to Traditions of Dedham on Washington Street
- Hired new Director
- Increased programs and services
- Added van for transportation program

**Youth Commission**

- Serve over 400 families during Holidays, receive approximately \$30,000 in citizen contributions
- Moved Program from Town Hall to newly renovated space at High School
- New Director hired
- Purchased van with mitigation funds, expanded programs and services
- Established the RISE Program for Middle School students transitioning to High School
- College bound program RISE was recognized by National Assoc. for College Admission Counseling as a model for college preparation program.
- In 2012 named one of Top 100 Places in America for Young People

**Veteran's Services**

- Department has evolved over the past ten years into an improved service office for Veterans
- New Director hired
- Programs expanded in 2012 with highest level of veterans served since program started
- Outreach to disable American veterans, Veterans of Foreign Wars, and American Legion
- In addition to Memorial Day & Veterans Day, now participate in Wreaths Across America
- Working with the Combined Veteran's Council and helped to establish the Fallen Heroes Sign Program

**Town of Dedham**  
**FY14 Town Administrator's Budget Message**  
**Selected Town Accomplishments in the Past Ten Years**

**Public Libraries**

- New roof and other facility improvements completed at Main and Branch Libraries
- Department has progressed over the past 10 years with newest Director hired in 2012
- New Strategic Plan Approved in 2012
- DLIT Established
- Working cooperatively with School system
- Expanded children's programs

**Parks and Recreation**

- Funds approved for Comprehensive Design of the Striar Property
- SMA Father's Property acquired for Recreational Purposes
- New softball turf facility constructed
- Expanded programs with improved use of revolving funds
- Assistant Director Position added for Programming purposes
- Dolan Center established; Parks & Recreation offices relocated from Town Hall
- New Director hired
- Dog Park established
- Established improved field maintenance program

**Endicott Estate**

- Comprehensive building improvements performed
- New parking lot and added lighting along with redesigned entrances to the Estate
- Study performed to determine long-term Management Plan for Estate
- Gazebo added to the grounds in 2012
- Open Eye Security System installed
- New Director hired in 2012
- Expanded programs, increased event bookings and improved revenue stream

**Civic Pride**

- Expanded role
- Works directly with Public Works Director
- Hired their own maintenance staff person

**Pensions**

- Changed timing of payments resulting in saving of 8% charge to annual contribution
- Maintaining a maturity schedule under the maximum allowable
- Established an Other Post-Employment Benefits Trust (OPEB)
- Committed to funding the Actuarial Required Compensation (ARC) requirements

**Town of Dedham**  
**FY14 Town Administrator's Budget Message**  
**Selected Town Accomplishments in the Past Ten Years**

**Insurance and Hospitalization**

- Negotiated reduction in percentage contribution paid by Town for employee health insurance from 90% to 80% saving \$875,000 each year. In some limited cases this contribution was further reduced to 75%
- Adopted the Municipal Health Insurance Reform Legislation and successfully negotiated the changes with Employee Unions. Savings in the first year equate to \$1.7 Million.
- Savings from Municipal Health Insurance Reform changes were directed to establish a Health Reimbursement Mitigation Account and the remained to reduce OPEB obligations

**Debt Service**

- Awarded and maintained highest municipal management rating by Standard and Poor's for four years
- Improved Bond Rating from AA to AA+
- Favorable Outlook Indicated on Town's Bond Rating in 2012
- Favorable Bond Rating has yield low interest borrowing rates for Town

SECTION II  
BUDGET MESSAGE

Carmen E. Dellolacono, Chairman  
Michael L. Butler, Vice Chairman  
James A. MacDonald  
Sarah E. MacDonald  
Paul A. Reynolds

William G. Keegan, Jr.  
Town Administrator

Nancy A. Baker  
Asst. Town Administrator



**TOWN OF DEDHAM**  
Board of Selectmen

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February 28, 2013

Dedham Board of Selectmen and Dedham Finance Committee Members  
26 Bryant Street  
Dedham, MA 02026

Dear Honorable Board Members:

I am pleased to present you the 2014 Fiscal Budget Plan. Yes, it is a balanced budget and yes it continues to build upon the numerous improvements that this community has adopted and embraced over the past ten years. However, this year I intend to approach the budget from perhaps a different perspective than what has been previously presented over the years. This year I intend to focus on creating a “Sustainable Economic Framework for Dedham” with an emphasis on performance measurements and outcomes.

In presenting this document each year we often spend most of our time talking about how we managed to balance all of the new revenues and expenditures for the budget program. This year’s plan will be different. In preparing for the Fiscal 2014 Budget Plan I wanted to take some time to focus on the accomplishments that Dedham has made over the past ten years. This review is important as it relates to where we are today and where want to go to tomorrow.

From the outset, I want to thank the Director of Finance, Mariellen Murphy, Assistant Town Administrator, Nancy Baker, Financial Analyst, Chris Howell and Board Secretary/Social Media Coordinator, Lisa Leblanc for their hard work and dedication in helping to prepare this document. I also want to thank the Board of Selectmen and the Finance Committee for their early input and direction on how to shape this proposal. Finally, I want to thank all the Department Heads, employees, Boards and Committees who participated in the budget process. This was a new approach to budgeting this year and I appreciate the cooperation, support and patience demonstrated by everyone as we worked through the effort.

## **Background and Strategy**

Over the past ten years, Dedham has gone through some remarkable changes. The Town has been virtually rebuilt from the ground up and residents and businesses have supported these changes under the direction and visionary leadership of the Town's elected and appointed officials. Year after year changes were proposed to Town Meeting members and to the Town's taxpayers and more often than not the Town would accept the changes as an effort to build the foundation of Dedham's future. Many of the changes, improvements and new directions are listed in the appendix of this document and were simply too numerous to contain in this narrative. Some of the more notable changes include a comprehensive road improvement program that has taken the Town's roads from some of the worst in the Commonwealth, to some of the most improved. Under the leadership of the Infrastructure Engineering Department, the Town initiated an award winning, comprehensive sewer improvement program that has taken one of the leakiest sewer systems in all of the MWRA District to one of the most stable. During this same time frame, Dedham has built new schools, new athletic facilities, new playgrounds, and has repaired sidewalks. These reinvestments back into the community have now led to new economic development interests in Dedham that has resulted in the attraction of many new businesses.

Another significant change that has occurred has been the Town's renewed and improved attitude towards the environment. Dedham has been proactive in environmental initiatives by leading the way in recycling programs, by capturing solar energy and by reducing the Community's overall carbon footprint. The Sustainability Advisory Committee was formed to help shape policy for many of these initiatives and the Town supported this effort by hiring a full-time Environmental Coordinator to help lead this direction. These efforts coupled with a pro-active commitment of the Conservation Commission and a supportive Board of Selectmen has collectively helped to redefine Dedham's commitment to a "sustainable environment".

Part of becoming a sustainable environment means that we must look at every aspect of how we conduct our business and to determine if there are better, more efficient ways for the Town to provide services. Recent discussions have been focused on making our roads, our sidewalks, our sewer systems, and even our buildings more sustainable over the longer term. The biggest driver of the engine for creating a long-term, sustainable community is the effort to manage the Town's finances and create an economic environment that helps fuel positive changes throughout the Community.

Dedham should be proud of the fact that it was one of the first Towns in Massachusetts to adopt the local meals tax. More importantly, it should be recognized for having the vision and forethought to take those funds and identify a long term need that requires a major investment. The Board of Selectmen, with the support of the Finance Committee and Town Meeting insisted on setting this new funding source aside into a separate stabilization fund. These funds will then become the cornerstone of a new program that will help fund future Town and School building improvements.

The Board of Selectmen and School Committee should be acknowledged for working cooperatively with Town and School employees to implement the recent health insurance reform legislation that has resulted in structural savings to both the Town and its employees. But more importantly, it took discipline and a long-term perspective to take the savings from those negotiations and to re-invest them back into the Town's long-term health insurance cost obligation for retirees; otherwise known as OPEB.

In recent months, Town leaders have heard concerns from residents and businesses that the growth in tax rates, used to pay for many of the improvements in Dedham has now reached a level that may not be *sustainable* over the long term. These concerns have led to strategy discussions as to how the Town can continue to maintain quality services but at an affordable level for residents and businesses.

Recent strategy sessions with the Board of Selectmen and Finance Committee have yielded discussions that have focused on measuring the Town's service performance. By measuring performance, budget discussions can then focus on the basis of certain operational expenditures and why they are needed. The document I am presenting to you tonight embraces this concept. In the pages to follow you will see that the Fiscal 2014 Budget limits operational spending to a 2.65% growth level. The budget forms being utilized for the first-time reflect performance-based elements that will help the reviewers understand more about each expense in the budget. It will also reflect some new approaches to existing expenses and how they have been reshaped to make them more efficient from a cost and operational perspective.

The goal for the Fiscal 2014 Budget was to address several major topics that had been discussed throughout the current Fiscal Year. They include:

- Limiting Tax Increases by restricting budget growth
- Addressing identified needs in Public Safety
- Evaluating Information Technology needs throughout the organization
- Establishing a Human Resource function for the Town
- Continuing the Town's support and investment in Education
- Restructuring the Local Bus Service
- Continuing to address the Town's long term financial obligations
- Further defining the function and operational needs of the new Central Facilities and Maintenance Department

### **Budget Revenues**

The Fiscal 2014 Budget contemplates a spending plan increase of 2.65% over Fiscal 2013. This is based on a revenue formula that will generate tax revenue amounting to **\$79,962,870**. Additional revenue components include **\$4,700,000** in Local Receipts, **\$6,910,124** in State Aid and **\$6,348,174** in Other Revenues for a Total Revenue amount of **\$97,921,168**. This budget plan does not contemplate an increase in State Aid at this time based on the initial proposal by Governor Patrick. The proposal submitted by the Governor contemplates significant changes to tax policy that will likely draw a lengthy

debate by the State Legislature. With this in mind, it is uncertain what level of State Aid will reach this Community. The conservative budgeting approach that is employed in this document is to level fund current State Aid amounts and make adjustments later as the picture becomes clearer.

As the State budget process advances to the House and Senate, the Town will pay close attention to those details.

### **Proposed Expenditures**

The proposed Operating Expenses for Fiscal 2014 includes a total operating amount of **\$87,910,967**. Local Assessments including the MWRA Assessment and the Overlay Reserve amount to **\$7,598,507**. State Assessments, based solely on the initial Cherry Sheet from the Commonwealth includes charges of **\$2,411,694** for a total proposed expenditure amount of **\$97,921,168**.

### **Method of Addressing Budget Goals**

Earlier in this message I noted that it was the goal of this document to address several major topics that had been discussed at various times throughout the present fiscal year and even as part of last fiscal year. The first goal of this budget was to limit spending growth for the next fiscal year. The task of balancing the needs of the community while limiting the ability to fund those needs has not been easy and has challenged the Budget Team to be creative and to think beyond the present organizational structure of some Town departments. During the past ten years, it has always been the practice and stated goal of this Administration to examine every vacant position as it occurs to determine if it continues to be needed or if we should redirect those resources so that other identified needs could be met. We have followed that philosophy in this budget. You will see that while I am proposing several new positions, the total number of employees on the Town side of government will remain flat.

Another approach used to limit spending was to evaluate some operating expenditures and either combine or redirect some functions with others. We anticipate that these services will be more cost effective and that they will improve the quality of the service(s) provided.

### **Budget Highlights**

- This Budget proposes to establish a new Office of Human Resources. This is a planned improvement that has been identified in several budget cycles but opportunities to fund this function were not readily available. The function of Human Resource Management is one which is so vital for managing the Town's workforce. A survey of all the communities that Dedham annually compares itself to for economic and budgeting considerations reveals that Dedham was one of only three remaining communities that had not established this management capacity. Personnel issues in today's society are extremely complex and require dedicated

attention to protect the Town and its employees from violations of State and Federal laws and from accepted workplace practices. A dedicated human resource function can help guide training, recruitment and retention, compensation and personnel policy development. I am recommending that the Office of Human Resources be a stand-alone function who will report directly to the Town Administrator and Assistant Town Administrator on a day to day basis. This proposal contemplates adding one new management employee and that the existing Benefits Coordinator position would be reassigned to this new Office.

- I am proposing to fill one of two vacant Firefighter positions in the Dedham Fire Department. In addition, I am recommending the elimination of the Fire Mechanic position and the creation of four new Lieutenant ranks. This restructuring effort would only add one new employee to the Department. The person assigned to the Fire Mechanic position would be reassigned within the Department. The four Lieutenant ranks would address an operational need identified as a concern in the recent Public Safety Study. To be clear, these are not four new bodies to the Department. They would be conversions of three existing firefighter positions along with the one Fire Mechanic position to the rank of Lieutenant.
- I am proposing the elimination of the Fire Mechanic position in the Fire Department because I am also proposing that we add a new position of Motor Equipment Repairman/EVT to the Public Works Department. The addition of this position marks the beginning of an effort to establish a Central Repair and Maintenance Facility in Dedham. At present, the Fire Department lacks adequate repair facilities to meet the needs of its equipment. In addition, the function of the Fire Mechanic is supplemental to the responsibilities of a Firefighter who also works a regular shift. This proposal essentially addresses two needs at once. It addresses the needs of the Fire Department by having the regular availability of repair and maintenance services available to the Department. By adding the new mechanic position at Public Works, the Department can now service Fire Trucks with the prospect of servicing additional Town vehicles as the necessary resources become available. It also allows the Department of Public Works the ability to free up a position in the mechanics garage and place another Equipment Operator in the field.
- Over the years the Town Bus Service has been a source of controversy over the limited quality of service it provides and for the rising cost of providing a service with only limited number of riders. Over the past year I have been evaluating this service and I have determined that the current operating situation is no longer acceptable. The MBTA funding supplement to support this service has been cut in half over the past year and the full cost of the service has increased substantially. Much of this rising cost is attributed to only a limited number of companies who will provide this type of service. Over the past year I assembled a team of Department Heads who met to evaluate this situation and they have determined that this is not a cost effective approach for providing this level of service. They have also revealed that the vast majority of these riders are elderly.

To address the need for those riders who would be impacted by the loss of this service, I am proposing that we increase the level of van service provided by the Council on Aging. I believe that this simple change will attempt to improve the quality of the service provided and reduce the cost of that service at the same time. Expanding this program would only require the hiring two part-time, non-benefitted employees who would supplement the existing driver staff. The Department's fuel and vehicle maintenance costs will also be adjusted upward to reflect the increased time of operation. The Department already owns two vehicles and the COA Director believes that the increased scheduling capacity and the improved customer experience will be an overall service improvement for the riders.

- Another proposal offered in this Budget Plan is to convert a vacant Police Officer position to a detective that will be assigned to the Federal Drug Enforcement Task Force. The advantage of having this position assigned from Dedham is that it will create a significantly larger resource for the Police Department to aid in this community's battle against substance abuse. The Board of Selectmen have recently identified substance abuse as a priority issue in the community that will require increased public awareness and town resources to help change the direction of this significant challenge in today's society. One additional advantage is that if Dedham has an assigned police officer to the Task Force, the Town could benefit from the significant value of crime forfeitures. A recent arrest in Canton yielded a multi-million dollar drug seizure. Dedham will eventually benefit by this type of seizure as a participant in the Task Force.
- Despite all the changes in personnel that are proposed in this budget, the capacity for this staff was created by taking existing positions and reengineering them or by redeploying existing resources throughout the organization. This is best depicted in the chart below. It has been the stated direction of the Board of Selectmen that we should not grow our personnel compliment as part of any new spending plans and this philosophy is reflected in the Fiscal 2014 Budget Plan. Based on the plan presented, the total Town FTE compliment is actually .2 lower than what was contained in the Fiscal 2013 Budget.

<b>New positions</b>	<b>FTE</b>	<b>Positions transferred / not filled</b>	<b>FTE</b>
Human Resources Director	1	Administrative Finance Clerk	1
Fire Lieutenants	4	Firefighter-Mechanic	1
		Firefighters	3
Police Detective	1	Patrol Officer	1
DPW Mechanic	1	Endicott Estate Security Guard	1
COA Van Drivers	0.8	Senior Tax Clerk	1
	<b>7.8</b>		<b>8.0</b>

- We are continuing with the evolution of the new Central Facilities and Maintenance Department. The Department is still in the middle of its first full year of operation and there has already been a marked difference in the quality of care and attention provided to our facilities. Preventive and active maintenance is performed on a daily basis with only a limited need for operating department heads to become involved in these issues. Understanding the science of budgeting for this new function is still being considered but the results of the work have been highly favorable. I remain fully supportive of this effort in the budget and I ask for your indulgence as we continue to understand the intricacies of budgeting for the functions of this Department.
- With respect to technology I have conducted several internal meetings looking at constructive ways to further enhance this support service. Following those meetings I have determined that a comprehensive evaluation of the Town's technology needs is required before setting any strategy on how we should approach this technical support service. During the internal review it became most evident to me that the needs of our organization have changed dramatically over the past ten years. One observation was made that just seven or eight years ago the Town was operating with just six computer servers. Now the Town is operating with nearly seventy servers. We presently support this function with only two IT employees who are often torn between dealing with software changes, hardware installations or, evaluating work systems to determine how they can be further automated. It's because of these observations that I believe that it's time to set a town-wide strategic direction for Information Technology by evaluating all our present capabilities. Identifying all of our strengths and weaknesses will be a key component to this strategic discussion. I believe that this study should include school, public safety, library and all other town operational functions so that a complete plan can be developed on how we should proceed in the future. I will therefore be requesting a capital funding appropriation to fully address this issue.
- Finally, this budget continues to address our on-going fiscal obligations by properly funding our debt, pension plan and our on-going OPEB liability. By continuing to fund these programs we remain committed to addressing the true operational costs of running this municipality. Beyond these requirements we must remain committed to the unmet needs that we continue to have with respect to the replacement of our aging buildings and infrastructure. A strategic direction is needed on how we can prioritize these projects into the future.

## **Conclusion**

Honorable Board Members this proposal contains a responsible spending plan that grows at a reasonable level compared to the present fiscal year and continues to provide quality services to the residents and businesses of this community. Based on the new approach that we have taken to evaluate budgets we were able to gain a more comprehensive understanding of the needs of the community. While I was not able to support all of the requests made by Department Heads, I was able to support many requests that will continue to move Dedham forward into the future but only in an affordable and “sustainable” manner. Ladies and Gentlemen, I respectfully submit to you the Fiscal 2014 Budget Plan for the Town of Dedham.

Sincerely,

William G. Keegan, Jr.  
Town Administrator

Cc: Assistant Town Administrator  
Director of Finance  
Finance Committee

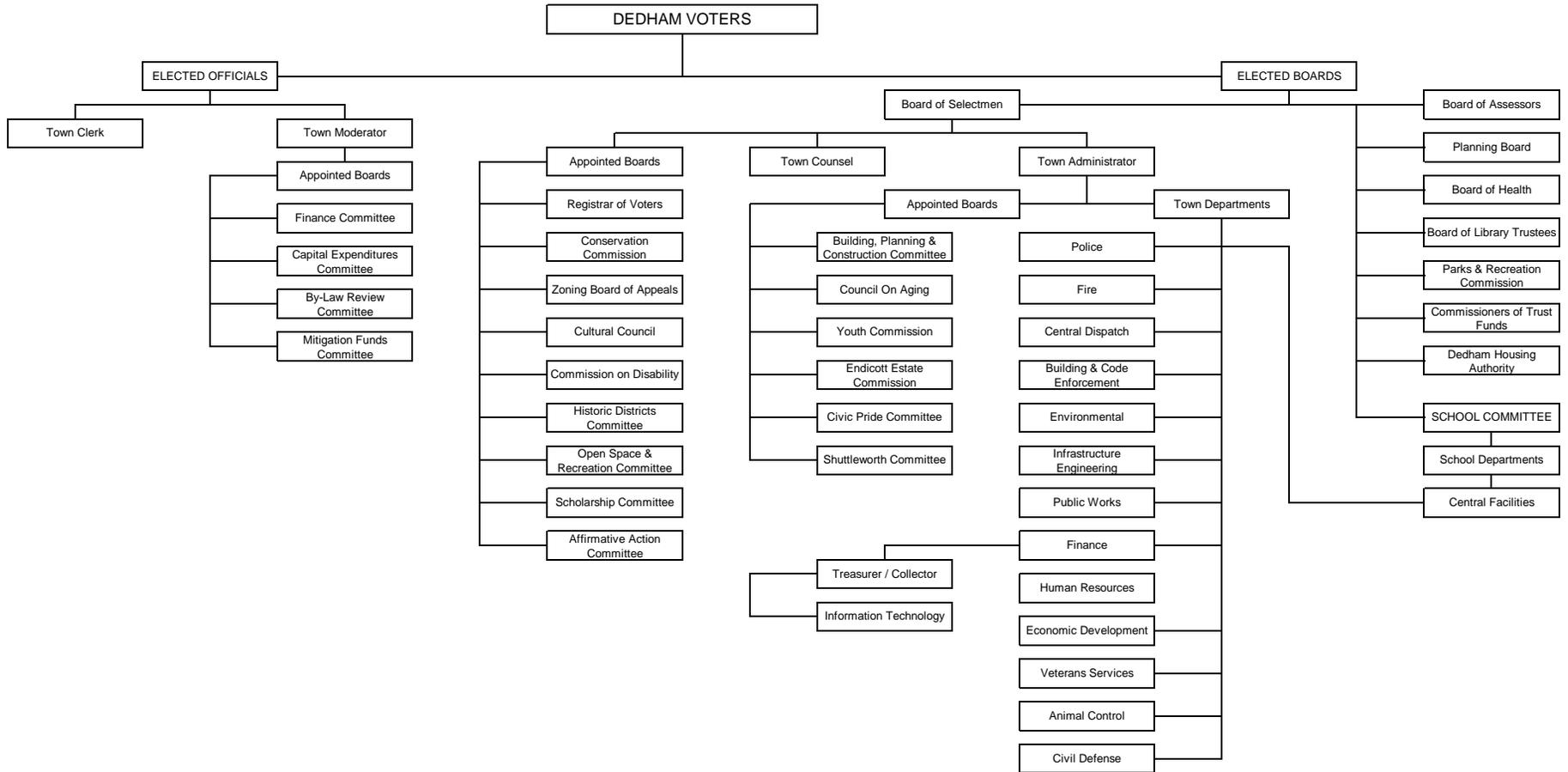
SECTION III  
BUDGET MESSAGE DETAIL

Contents

- III-1 Organizational Chart
- III-2 Sources & Uses of Funds

Section III-1  
ORGANIZATIONAL CHART

**Town of Dedham  
FY 2014 Town Administrator's Budget Message  
ORGANIZATION CHART**



Section III-2  
SOURCES & USES OF FUNDS

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**SOURCES AND USES OF FUNDS**

The Annual Budget, otherwise known as the **Uses of Funds**, consists of an Operating Budget, a Capital Budget and other items that must be provided for expenditure including State Assessments and an allowance for property tax abatements and exemptions. The **Sources of Funds** to support this budget includes Local Taxes, Local Fees, and Charges for Services, a redistribution of Taxes from the State (otherwise known as Cherry Sheet Funds), other available funds and borrowings.

Local governments must first determine the amount of Sources of Funds available before they can set budget parameters to determine how much they can earmark for spending in their budgets. Some revenues are unrestricted and can be appropriated for any lawful purpose, while others have specific restrictions placed on the amounts and purposes for which the revenue can be spent. Massachusetts General Laws, Town By-laws and Financial Policies usually establish these restrictions.

In Dedham, the Charter requires the Town Administrator to prepare a balanced budget and submit it to the Selectmen and Finance Committee for their review and consideration. The Town Administrator first presents his budget proposals in late February. The Finance Committee then holds hearings in March and April and their recommendation is presented to the Town's Legislative Body at the Annual Town Meeting. The Annual Town Meeting is held the third Monday in May. Massachusetts General Laws require that every community's budget be balanced. The process for demonstrating compliance with the law is the annual tax rate setting process which does not occur until December of each year. This is when the fiscal year budget is finalized and all spending from operating revenues must be set. Over the years, Dedham has held a Special Town Meetings in November to make final budget decisions. For the remainder of the fiscal year any additional funding for operating costs must come from transfers of existing funds.

As one can see, the Budget Process spans a 10-month period that is ongoing when considering the monthly actions of the Finance Committee.

This year Dedham is focusing on creating a "Sustainable Economic Framework". This means that the Town will have to become more conscious of its budget performance; more innovative in its service delivery and more creative in how we meet community needs.

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**SOURCES AND USES OF FUNDS**

The Board of Selectmen and the Finance Committee have had ongoing discussions about ways to limit the annual growth of expenditures and ways to establish performance based budget models. The detail budget embraces these elements and this approach will help reviewers understand the specific operational program(s) or service(s) and how much they cost. This is just the beginning of a new method for preparing the Town's budget. Working with Departments, Boards, Committees and Town Meeting we will attempt to further refine the transparency of how budget dollars are expended.

**Town of Dedham  
FY 2014 Town Administrator's Budget Message  
Sources & Uses of Funds**

	<b>FY10 Actual</b>	<b>FY11 Actual</b>	<b>FY12 Budget</b>	<b>FY13 Budget</b>	<b>FY14 Budget</b>
<b>Sources of Funds</b>					
Property Taxes	\$66,086,641	\$71,352,385	\$74,521,084	\$77,636,268	\$79,962,870
Local Receipts	\$6,436,371	\$6,683,197	\$4,286,689	\$4,700,000	\$4,700,000
State Aid	\$7,082,292	\$6,712,353	\$6,474,585	\$6,910,124	\$6,910,124
Other Sources	\$8,479,000	\$10,414,216	\$10,425,388	\$12,010,794	\$6,348,174
<b>Subtotal</b>	<b>\$88,084,303</b>	<b>\$95,162,151</b>	<b>\$95,707,746</b>	<b>\$101,257,186</b>	<b>\$97,921,168</b>
<b>Uses of Funds</b>					
Operating Budget	\$73,717,965	\$77,849,420	\$81,730,863	\$85,643,916	\$87,910,966
Local Assessments	\$10,527,679	\$12,931,350	\$11,620,074	\$13,286,052	\$7,598,507
State Assessments	\$2,580,240	\$2,414,199	\$2,356,809	\$2,327,218	\$2,411,694
<b>Subtotal</b>	<b>\$86,825,884</b>	<b>\$93,194,969</b>	<b>\$95,707,746</b>	<b>\$101,257,186</b>	<b>\$97,921,167</b>

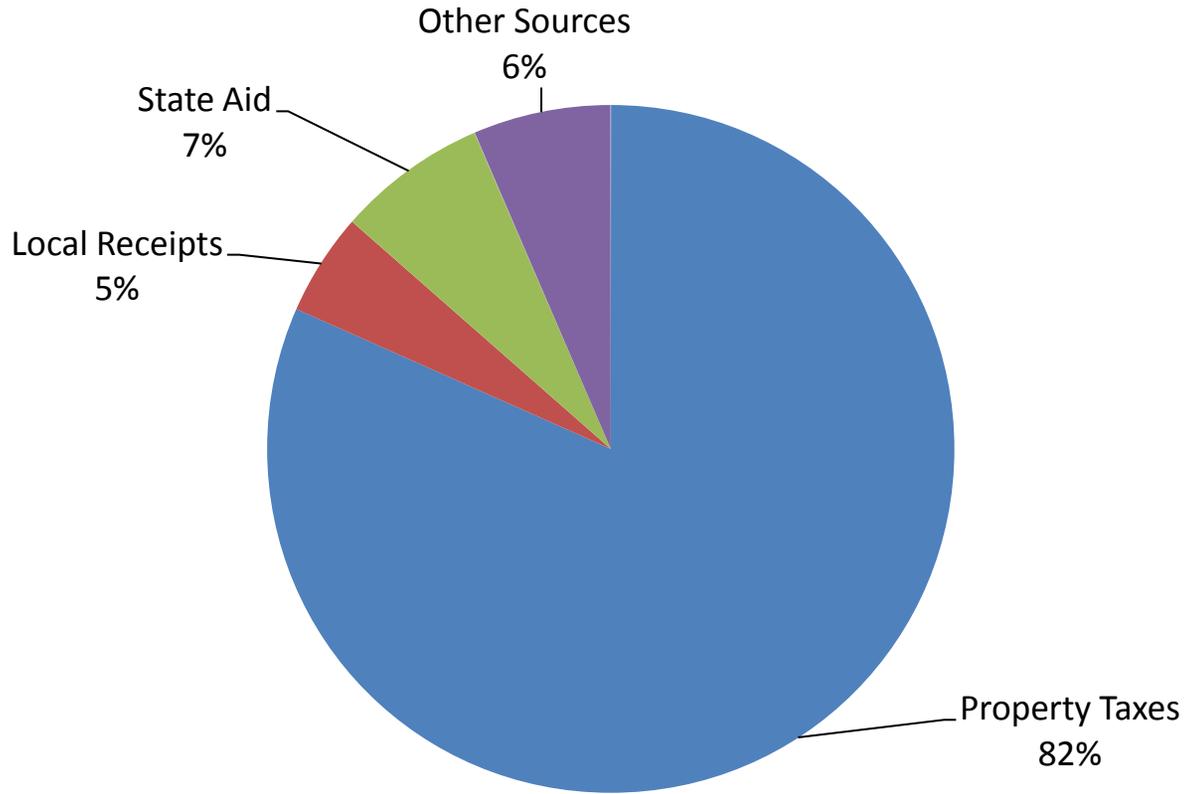
FY10-13 Include Non Bonded Capital - FY14 Capital is not presented

**TOWN OF DEDHAM**  
**FY2014 TOWN ADMINISTRATOR'S BUDGET MESSAGE**  
**DETAIL SOURCES USES OF FUNDS**

	FY12	FY13	FY14
<b>Property Taxes</b>			
Prior year levy limit	68,099,488	71,008,352	73,915,450
2.5% increase	1,702,487	1,775,465	1,847,886
New Growth	1,206,377	1,131,633	500,000
Subtotal	71,008,352	73,915,450	76,263,336
Debt Exclusion	3,753,294	3,742,766	3,699,534
Adjustments	-240,562	-21,948	
<b>Total Real and Personal Property</b>	<b>74,521,084</b>	<b>77,636,268</b>	<b>79,962,870</b>
<b>Local Receipts</b>			
Motor Vehicle Excise	2,000,000	2,000,000	2,000,000
Other Departmental Revenue - Inspections	425,000	630,000	630,000
Non-Recurring Revenue/PILOT	220,000	125,000	125,000
Other Taxes/Excise	400,000	500,000	500,000
Other Departmental Revenue	275,500	345,000	345,000
Investment Income	200,000	150,000	150,000
All Other	766,189	950,000	950,000
	<b>4,286,689</b>	<b>4,700,000</b>	<b>4,700,000</b>
<b>State Aid</b>			
Education Aid	3,701,136	3,917,589	3,917,589
General Municipal Aid	2,565,951	2,765,940	2,765,940
Lottery Aid	0	0	0
Other General Government Assistance	207,498	226,595	226,595
	<b>6,474,585</b>	<b>6,910,124</b>	<b>6,910,124</b>
<b>Other Sources</b>			
Sewer Receipts	7,333,925	7,619,071	6,163,174
Free Cash	1,375,000	2,240,295	
Other Receipts	379,272	632,073	185,000
Local Option Taxes	614,389	1,184,901	
Mitigation Stabilization/Lottery	722,802	334,454	
Sewer Receipts Reserved	0	0	
	<b>10,425,388</b>	<b>12,010,794</b>	<b>6,348,174</b>
<b>Total Revenue</b>	<b>95,707,746</b>	<b>101,257,186</b>	<b>97,921,168</b>
<b>Operating Budget Expenses</b>			
Admin. Services	4,302,282	4,630,745	4,734,444
Community Services	2,792,785	2,742,787	2,769,536
Debt Service	8,767,500	9,058,000	9,125,570
Education	34,405,320	32,883,971	33,634,464
Facilities Operations & Maintenance	873,678	4,558,902	4,888,625
Fringe Benefits	13,817,625	14,359,445	15,105,531
Pub. Safety Services	11,463,690	11,558,007	11,328,591
Public Works Serv.	5,307,983	5,852,059	6,324,206
	<b>81,730,863</b>	<b>85,643,916</b>	<b>87,910,967</b>
<b>Local Assessments (Non-Discretionary)</b>			
MWRA Assessment	4,800,000	4,918,346	4,950,350
Non-Bonded Capital	2,756,000	4,026,495	
Overlay Reserve	2,805,000	2,575,947	2,500,000
Snow & Ice Deficit	0	0	
Special Articles/Overlay/Interest/Other Deficits	644,685	580,363	148,157
Transfer to Stabilization Funds	614,389	1,184,901	
	<b>11,620,074</b>	<b>13,286,052</b>	<b>7,598,507</b>
<b>State Assessments (Non-Discretionary)</b>			
Charges Against Receipts	2,152	1,656	346
County Assessment	191,997	196,797	200,840
MBTA/Transit Assessment	498,691	522,543	528,210
Other State Assessments	104,414	104,770	98,321
Retired Teachers Health Insurance	1,357,280	1,380,182	1,392,520
Tuition Assessments	202,275	121,270	191,457
	<b>2,356,809</b>	<b>2,327,218</b>	<b>2,411,694</b>
<b>Total Expenses</b>	<b>95,707,746</b>	<b>101,257,186</b>	<b>97,921,168</b>

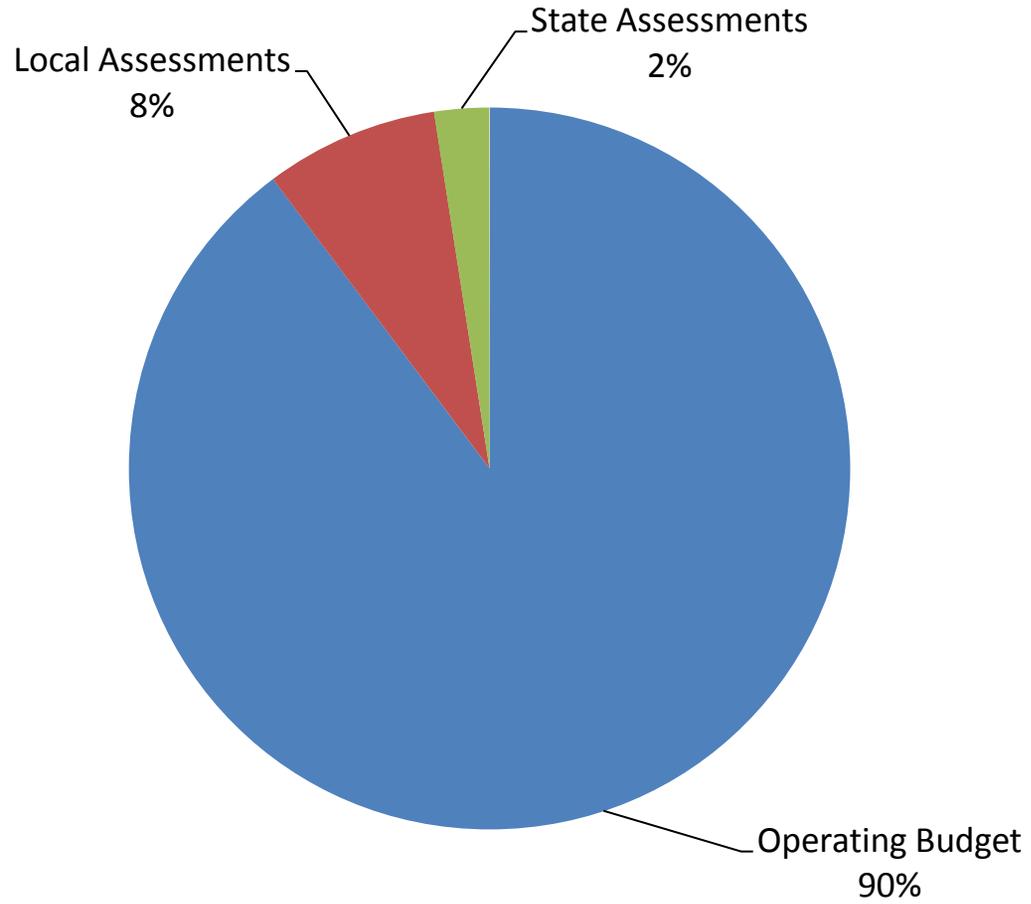
Town of Dedham  
FY 2014 Town Administrator's Budget Message

### Sources of Funds



Town of Dedham  
FY2014 Town Administrator's Budget Message

**Uses of Funds**



## SECTION IV REVENUES

### Contents

- IV-1 Revenue Estimates
- IV-2 Tax Levy
- IV-3 State Aid & Assessments
- IV-4 Local Receipts
- IV-5 Sewer Enterprise Fund

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**REVENUE ESTIMATES**

Fiscal 2014 Operating Revenues are estimated to be **\$97,921,168**. Property Taxes are estimated at **\$79,962,870** or 82% of the total.

State Aid is estimated to be **\$6,910,124**, which is level funded from FY13 and represents 7% of the total. The Governor's proposed budget for FY14 would increase Local Aid to Dedham by **\$862,281**; however this increase in revenue relies on an increase in taxes that will have to be approved by the State Legislature before the Aid could be sent to cities and towns. We understand that the Legislative Leadership has expressed some strong reservations regarding the proposed changes in revenues but it has discussed the desire to fund some of the new initiatives associated with the new tax proposal. Approximately **\$800,000** of the Governor's proposed increase for Dedham is related to educational or Chapter 70 initiatives.

Local Receipts are estimated at **\$4,700,000** or 5% of operating revenues. We are level funding this estimate that was used on the Tax Recapitulation Sheet for FY13. Sewer Revenues are estimated at **\$6,163,174** or 6% of operating revenues. We estimate that this amount will offset the MWRA Assessment and other direct costs associated with providing Sewer services. In addition we plan on using **\$1,600,000** in Sewer Revenue to support sewer capital improvements. This will be incorporated into the capital budget when approved and the revenue estimate will increase accordingly.

Other Available Funds, such as parking meter receipts, Endicott Estate revenues, sale of lots and graves that are restricted for particular purposes to support various operating expenditures amounts to **\$185,000**.

The new local option taxes which equal .75 % for meals and an additional 2% Room Occupancy Tax are not used as a revenue source that would support operations. It is the stated policy of this community that these funds will be transferred directly into the major capital facilities stabilization fund once they are received from the State. A history of activity of this revenue stream is included in the details of Other Revenue Sources.

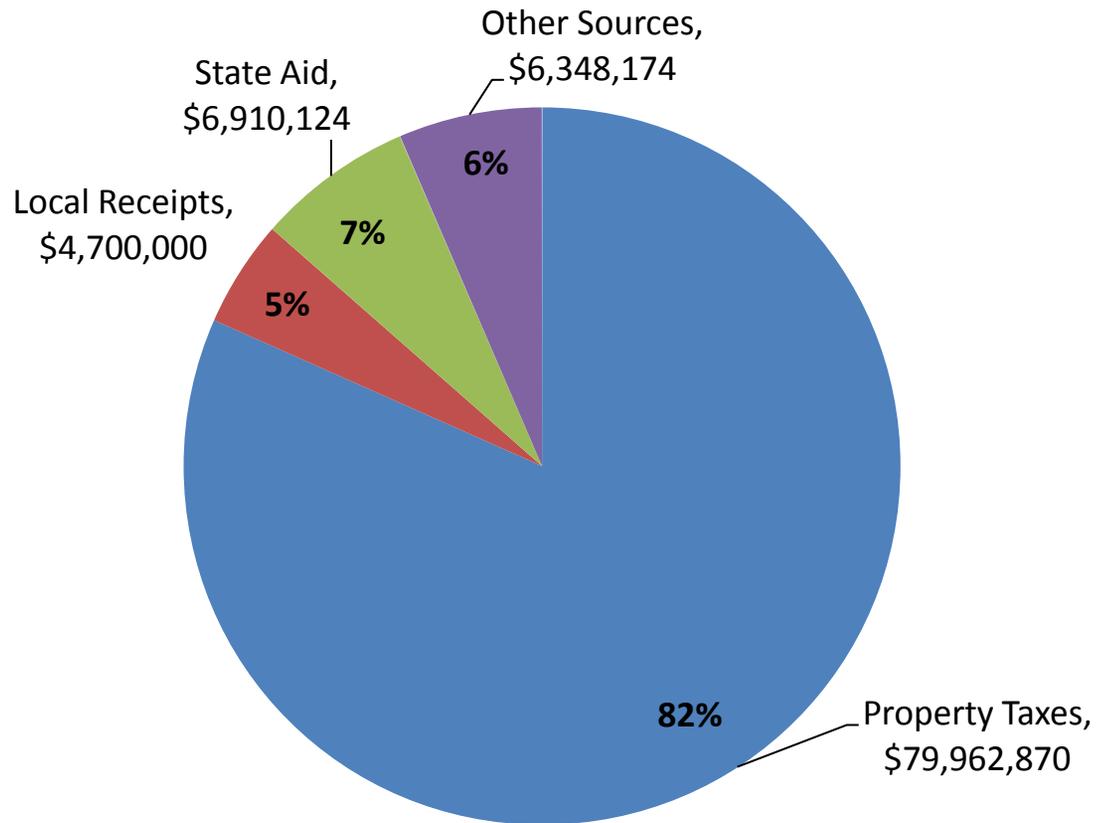
**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**REVENUE ESTIMATES**

The Revenues by Source chart presented on the next page shows these individual sources of revenues and their relative percentage as compared to total revenues. What follows is a detailed description of each revenue item including the method and basis for the estimate, and an historical comparison.

Town of Dedham  
FY2014 Town Administrator's Budget Message

### Revenues by Source



Section IV-2  
TAX LEVY

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**REVENUE ESTIMATES**

**Property Tax Revenues**

Real and Personal Property Tax revenue represents **82%** of all Operating Revenues used in the Budget. Each year Dedham is allowed to increase its total Tax Levy by 2½ % over the prior year's levy limit. In addition, the levy may also include the taxable portion of any new construction completed prior to January 1 of the prior year. For example, new growth for FY2014 is based on new construction that is fully or partially complete by January 1 of 2013. The final component of the levy that is added is the cost of any borrowing for projects that the voters have directly approved, otherwise known as debt exclusions.

Dedham voters have authorized debt exclusions for sewer rehabilitation projects, the Striar land purchase, the new Middle School, part of the cost of reconstructing East Street (Phase II), the SMA land acquisition and improvements. Most recently, two new projects were approved: the construction of a new Avery Elementary School and the new Athletic Field Complex at the High School. A detail of the debt service requirements by purpose is included in expenditure section of this report.

This year's 2½ % levy increase amounts to **\$1,847,886**. After consultation with the Director of Assessing, new growth is estimated to add an additional **\$500,000** in added spending capacity. These amounts coupled with the debt service and interest amounts authorized from debt exclusion votes results in a new spending limit of **\$3,699,534** for Fiscal 2014.

Although taxes in total can only increase by the above components, individual taxes bills can vary depending upon the change in valuation and relative position to the value of other properties in the town. New growth relates to new taxable properties, but the underlying base shift can from one property to another depending upon the change in values of the properties. In recent years we have experienced changes in both commercial and residential property markets and this has resulted in some significant values swings from property to property. However the annual tax levy formula has not changed and those amounts have only been increased by the annual 2½% factor, plus new growth and any applicable debt exclusion amounts.

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**REVENUE ESTIMATES**

**Property Tax Revenues**

Building permit fees for all purposes have gone from a high of **\$3.5 million** in calendar year 2007 to **\$865,350** for calendar year 2012 respectively and accounts for the lowering of the historical new growth estimate. What follows is a five-year comparison of the Levy Components that identifies the history of 2½% levy increases; the amount of new growth; and the additional amount of taxing capacity used to pay for debt excluded projects. In addition, we are providing a history of building permit revenues. Building permits are analyzed annually by the Board of Assessors as part of the valuation process. An important element of establishing the value of a building permit(s) is the estimated value placed on the cost of the construction. This information can be useful in projecting new growth by the Assessors for any subsequent budget year.

As an additional chart this year, we have included a histogram of the ranges of tax bill changes. This chart was prepared compliments of the GIS department, which demonstrates the percentage of ranges in tax bill changes for FY2013.

**Town of Dedham  
FY 2014 Town Administrator's Budget Message**

**Property Tax Levy Limit Components**

	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>
<b>Prior year levy limit</b>	55,630,801	58,402,801	63,057,453	68,099,488	71,018,580	73,915,450
<b>2.5% increase</b>	1,390,770	1,460,070	1,576,436	1,702,487	1,775,465	1,847,886
<b>New growth</b>	1,381,230	3,194,582	3,465,622	1,206,377	1,121,405	500,000
<b>Subtotal</b>	58,402,801	63,057,453	68,099,512	71,008,352	73,915,450	76,263,336
<b>Debt exclusion</b>	3,114,917	3,029,188	3,263,955	3,753,294	3,742,766	3,699,534
<b>Amended new growth</b>	0	0	0	10,228		
<b>Adjustments</b>	0	0	(11,082)	(250,790)		
<b>Real and personal property</b>	61,517,718	66,086,641	71,352,385	74,521,084	77,658,216	79,962,870

**Town of Dedham  
FY 2014 Town Administrator's Budget Message**

**Tax Base Growth**

Value

	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Residential	44,841,085	47,811,650	131,587,081	33,947,156	16,086,300	29,195,900
Open Space	0	0	0	0	0	
Commercial	15,921,128	2,694,997	31,427,219	76,498,058	13,129,500	2,533,010
Industrial	4,271,650	229,100	2,731,100	888,040	566,500	792,700
Personal Property	16,425,260	29,049,700	23,880,020	26,699,750	17,701,880	18,947,650
Total	81,459,123	79,785,447	189,625,420	138,033,004	47,484,180	51,469,260

Tax Levy

	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Residential	490,113	576,130	1,660,629	460,663	481,910	404,203
Open Space	0	0	0	0	0	
Commercial	380,356	67,860	830,621	2,208,499	157,012	81,563
Industrial	102,050	5,769	72,183	25,638	17,595	25,525
Personal Property	392,399	731,471	631,149	770,822	549,820	610,114
	1,364,918	1,381,230	3,194,582	3,465,622	1,206,337	1,121,405

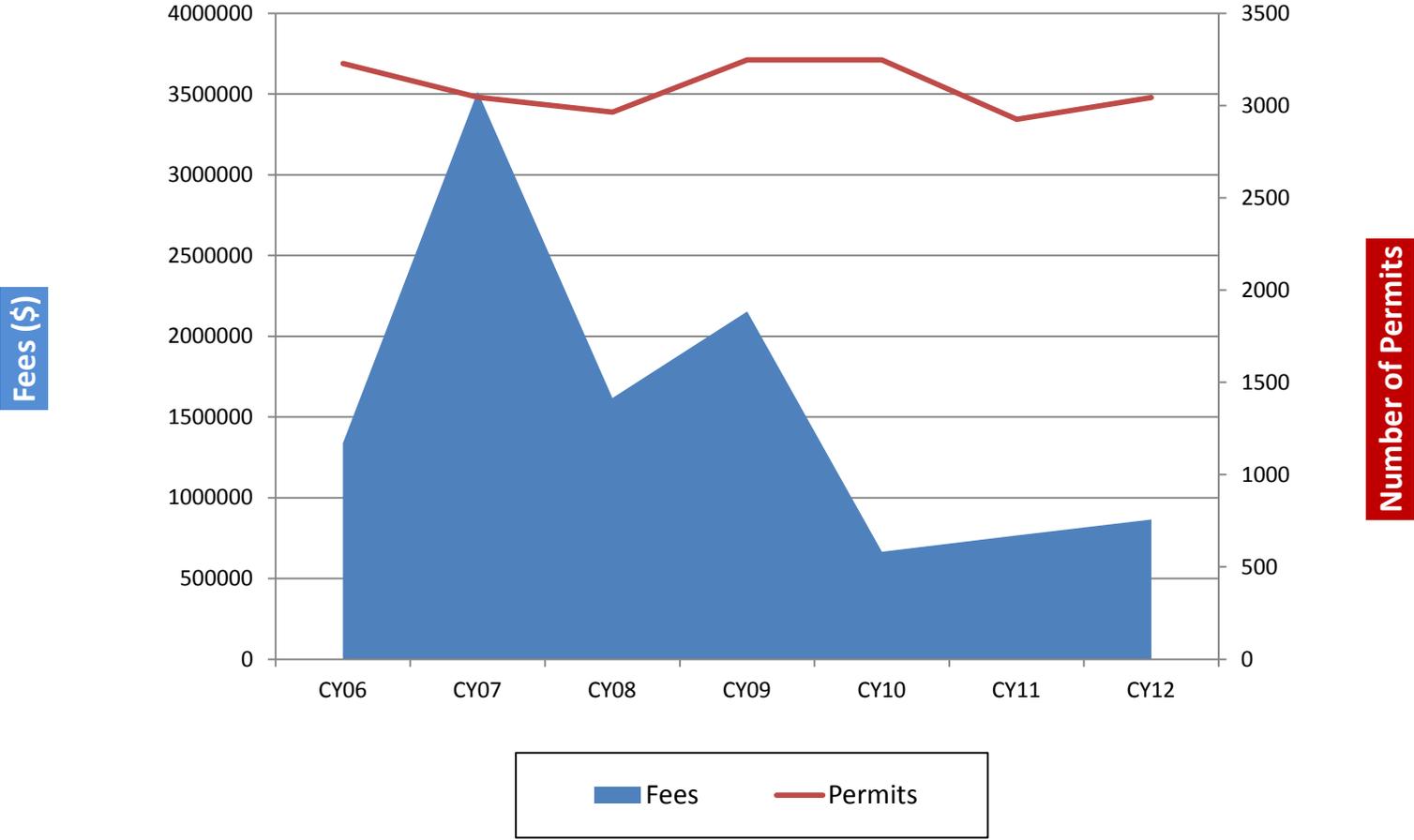
**Town of Dedham  
FY 2014 Town Administrator's Budget Message**

**History of Building Permits and Fees**

		<b>CY06</b>	<b>CY07</b>	<b>CY08</b>	<b>CY09</b>	<b>CY10</b>	<b>CY11</b>	<b>CY12</b>
Building	Fees	\$ 1,201,854	\$ 3,286,432	\$ 1,369,796	\$ 1,958,088	\$ 531,611	\$ 639,744	\$ 726,047
	Permits	1,233	1,120	1,037	1,247	1,108	1,088	1,092
Wiring	Fees	\$ 99,876	\$ 162,888	\$ 144,954	\$ 127,459	\$ 80,659	\$ 76,414	\$ 85,672
	Permits	929	891	874	987	1,059	819	916
Plumbing	Fees	\$ 22,784	\$ 51,701	\$ 85,341	\$ 51,462	\$ 35,088	\$ 34,857	\$ 37,661
	Permits	599	592	581	577	550	559	581
Gas	Fees	\$ 13,441	\$ 14,892	\$ 17,459	\$ 16,671	\$ 18,148	\$ 15,674	\$ 15,971
	Permits	467	443	473	436	530	459	454
<b>Total</b>	<b>Fees</b>	<b>\$ 1,337,955</b>	<b>\$ 3,515,913</b>	<b>\$ 1,617,550</b>	<b>\$ 2,153,680</b>	<b>\$ 665,506</b>	<b>\$ 766,689</b>	<b>\$ 865,350</b>
	<b>Permits</b>	<b>3,228</b>	<b>3,046</b>	<b>2,965</b>	<b>3,247</b>	<b>3,247</b>	<b>2,925</b>	<b>3,043</b>

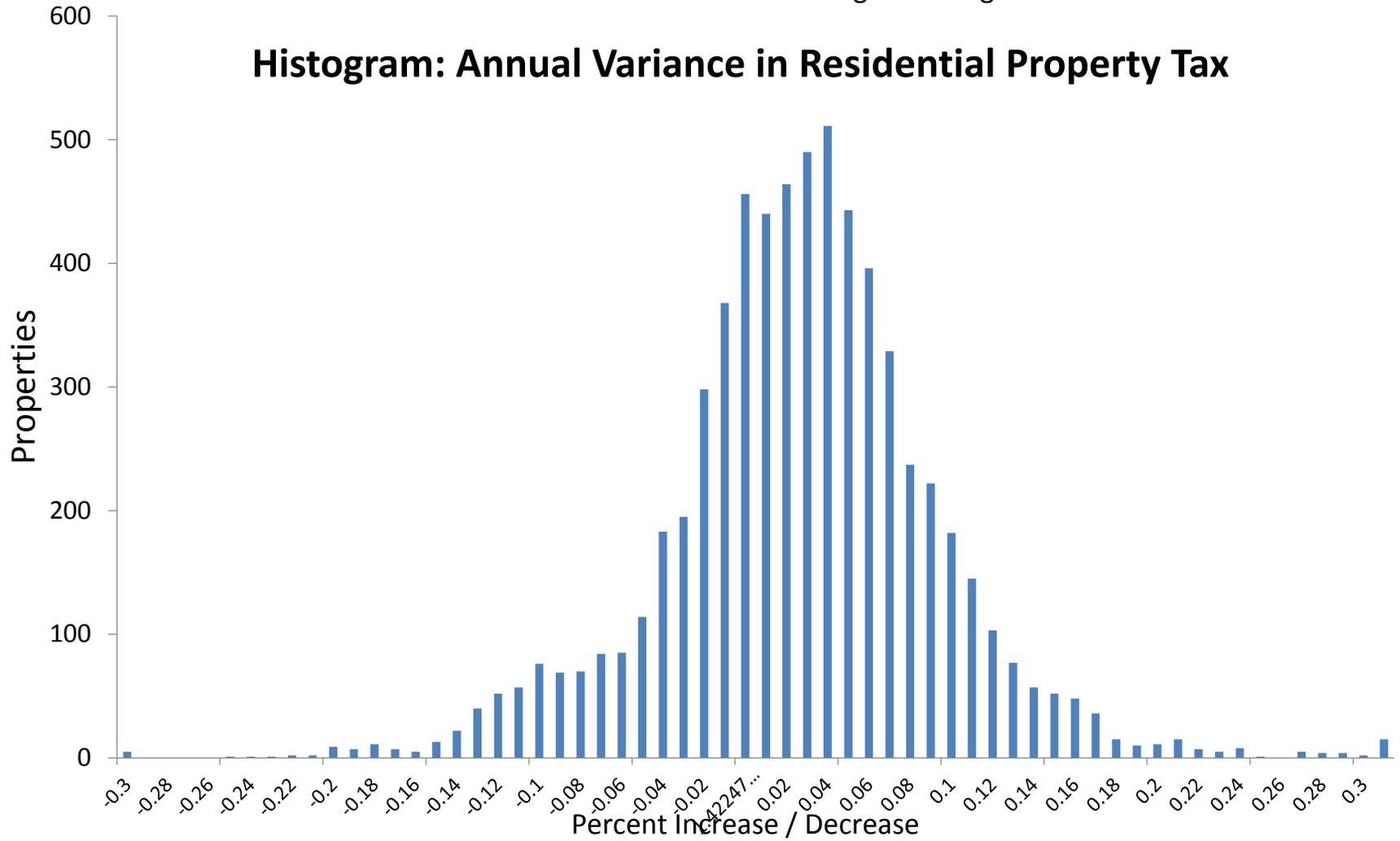
Town of Dedham  
FY2014 Town Administrator's Budget Message

### History of Building Permits and Fees



Town of Dedham  
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### Histogram: Annual Variance in Residential Property Tax



Section IV-3  
STATE AID & ASSESSMENTS

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**REVENUE ESTIMATES**

**State Aid**

State or "Cherry Sheet" Aid represents approximately 7 % of the Operating Revenue estimated for the Fiscal 2014 Budget for a total of **\$6,910,124**. This revenue estimate is level funded and does not contemplate an increase in the State Aid based upon the initial proposal by the Governor. The Governor's budget proposal raises the personal income tax rate from 5.25% to 6.25%, reduces the sales tax from 6.25% to 4.5%, indexes the gas tax to inflation and makes changes to business taxes. It also limits or eliminates various income tax exemptions and credits and increases the personal tax exemption. The cigarette excise tax would rise by \$1.

Each year, the state budget process begins with the Governor's filing of his budget with the Legislature. This marks only the beginning of the process since both the House and Senate formulate their own versions of the State Budget. A compromise document is usually reached in late June.

If the Governor's proposed budget and tax changes were approved by the Legislature FY14 State Aid to Dedham would increase by **\$862,281**. As stated previously, this budget does not rely on this increase due to the uncertainty of the outcome of the Legislative debate. We have however, endeavored to explain some of the proposed Cherry Sheet increases for informational purposes of understanding how the debate on the State level affects Dedham.

The Governor's proposal for Unrestricted General Government Aid is level funded, but a new account "Annual Formula Local Aid" has been increased by \$31 million, if approved, this would increase Dedham's General Government Aid by **\$76,175**. Statewide, Chapter 70 education aid is proposed to increase by **\$226** million and also updates parts of the foundation budget calculation, it fully implements "equity reform," provides each district with at least \$25 per student, proposes increasing the foundation budget for out of district special education placements by \$10,000. Dedham's educational increase, based upon these proposals, would be over **\$800,000**. The individual components are difficult to explain, but we believe that Dedham would no longer receive minimum aid due to the present level of excess funding of our existing school foundation budget.

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**REVENUE ESTIMATES**

**State Aid**

Dedham has historically supported its public schools well beyond the State's Foundation Aid Formula. Presently that excess amount is **\$3,841,257** over the required minimum aid amount. For that reason, we believe that the new school aid proposal is based on the new "equity reform" model. One interpretation is that in the future, local governments would only be required to spend a certain percentage of their school budgets on local education programs and the rest for out of district special education placements. The detail calculations from the Department of Elementary and Secondary Education are included under Education Expenditure section.

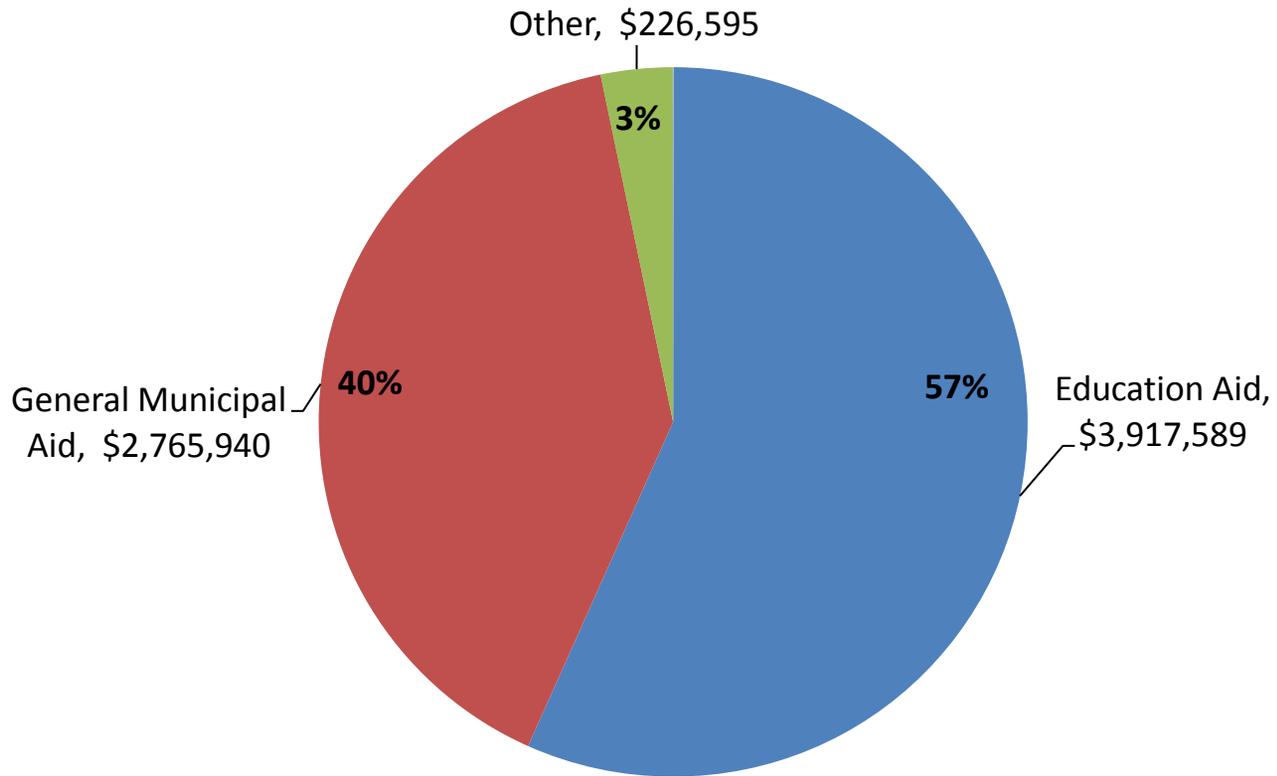
On the Assessment side of the Cherry Sheet, there were only minor changes. Total Assessments are estimated to cost **\$2,411,694**, including offsets. This represents 2.5% of the Town's total operating budget expenditures. The following tables illustrate the State Aid and Intergovernmental Assessments over the past six years.

**Town of Dedham**  
**FY 2014 Town Administrator's Budget Message**  
**Net State Aid**

	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>	<b>Not Used House 1 FY14</b>
<b>State Aid</b>							
Education	3,984,427	3,936,362	3,693,376	3,701,136	3,917,589	3,917,589	4,728,441
Unrestricted General Government Aid	0	2,881,188	2,765,940	2,565,951	2,765,940	2,765,940	2,765,940
Additional Assistance	1,550,298	0	0	0	0	0	0
Lottery	2,519,651	0	0	0	0	0	0
Other	524,934	264,742	253,037	207,498	226,595	226,595	278,024
<b>Total State Aid</b>	<b>8,579,310</b>	<b>7,082,292</b>	<b>6,712,353</b>	<b>6,474,585</b>	<b>6,910,124</b>	<b>6,910,124</b>	<b>7,772,405</b>
<b>State &amp; County Assessments</b>							
County Assessment, County Tax	173,767	181,709	186,263	191,997	196,797	200,840	200,840
Retired Teachers Health Insurance	1,462,002	1,662,689	1,464,276	1,357,280	1,380,182	1,392,520	1,392,520
Mosquito Control Projects	55,064	55,153	54,746	57,414	68,162	62,163	62,163
Air Pollution Districts	7,332	7,479	7,712	7,987	8,198	8,484	8,484
Metropolitan Area Planning Council	6,748	6,985	7,247	7,373	7,604	7,794	7,794
RMV Non-Renewal Surcharge	28,440	15,700	24,600	31,640	29,820	19,880	19,880
MBTA	475,933	494,056	502,371	498,691	522,543	528,210	528,210
Special Education	3,806	10,050	2,051	2,152	1,654	346	346
School Choice Sending Tuition	0	0	0	15,000	15,000	15,000	15,000
Charter School Sending Tuition	103,579	146,419	164,933	151,224	143,886	176,457	176,457
Essex County Sending Tuition	0	0	0				
<b>Total State &amp; County Assessments</b>	<b>2,316,671</b>	<b>2,580,240</b>	<b>2,414,199</b>	<b>2,320,758</b>	<b>2,373,846</b>	<b>2,411,694</b>	<b>2,411,694</b>
<b>Net State Aid</b>	<b>6,262,639</b>	<b>4,502,052</b>	<b>4,298,154</b>	<b>4,153,827</b>	<b>4,536,278</b>	<b>4,498,430</b>	<b>5,360,711</b>
<b>FY13-14 Increase (Decrease)</b>		<b>(1,760,587)</b>	<b>(203,898)</b>	<b>(144,327)</b>	<b>382,451</b>	<b>(37,848)</b>	<b>862,281</b>
<b>FY10-14 Increase (Decrease)</b>						<b>3,622</b>	<b>1,062,557</b>

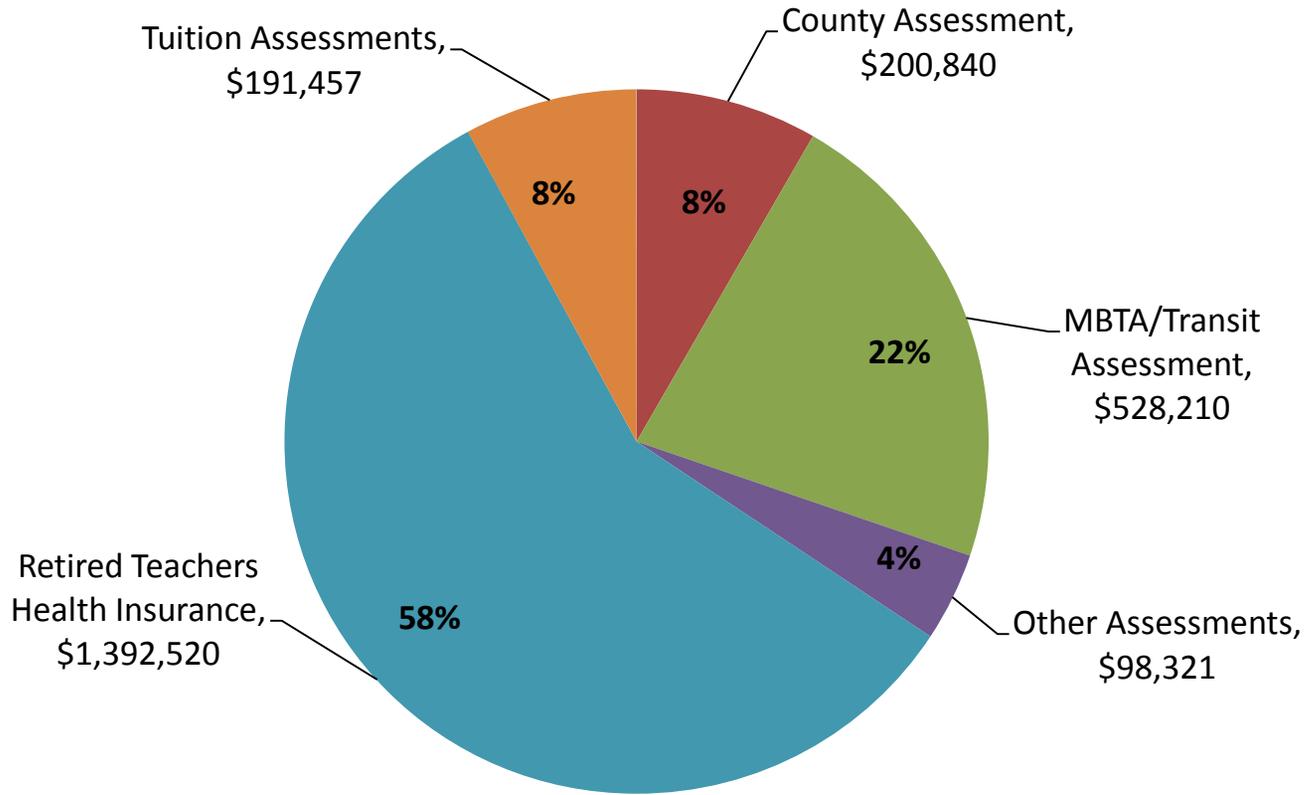
Town of Dedham  
FY 2014 Town Administrator's Budget Message

### State Aid Components



Town of Dedham  
FY2014 Town Administrator's Budget Message

### State & County Assessments



Section IV-4  
LOCAL RECEIPTS

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**REVENUE ESTIMATES**

**Local Receipts**

Local Receipts represent approximately **5%** of projected operating revenues and are forecasted to be **\$4,700,000** in Fiscal 2014. There are nearly 100 revenue categories for this line item. The two most significant estimates are for Motor Vehicle Excise and Building Permit Revenues. Local Receipts do not include the new local option Meals Tax of .75% and the additional 2% Hotel/Motel recently enacted – known as local option taxes. They are presented in a separate category. The base 4% of the Hotel/Motel tax is included as a local receipt.

The Department of Revenue (DOR) must approve the Town's revenue estimates prior to setting a Tax Rate. As a general rule, using the actual collections from a category in the prior year is an acceptable forecasting method for the DOR. We are using this method for most collections from a bottom line standpoint. However, annual adjustments are made for expected declines in building permits, reductions in the age of motor vehicles, shifting from a PILOT payment to a tax payment and a general reduction in interest rates. We are using the amount approved by DOR in the FY2013 tax rate as an estimate.

The Town has enacted two local option taxes. A .75% meals tax and an additional 2% on top of the existing 4% (for a total of 6%) room occupancy tax. Both of these revenues have been dedicated by a vote of Town Meeting to pay for improvements to major capital facilities. The State collects these taxes from establishments and then redistributes the revenue back to the Town on a quarterly basis. We are treating this revenue as a "Receipt Reserved for Appropriation." When the quarterly distribution comes in from the State it is reserved and at the next Town Meeting (either Special or Annual) it is appropriated & transferred to the Major Capital Facilities Stabilization Fund that was established when the taxes were enacted. A detailed worksheet of the quarterly distributions follows.

**Town of Dedham  
FY 2014 Town Administrator's Budget Message  
Local Receipts**

	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>
Motor Vehicle Excise	2,839,750	2,454,140	2,714,442	2,563,860	2,000,000	2,000,000
Hotel / Motel / Boat Excise	570,616	504,062	630,656	709,277	500,000	500,000
Penalties & Interest On Taxes	329,453	346,493	296,260	345,562	125,000	125,000
<b>Departmental Revenues</b>						
Inspections	905,899	1,179,251	722,643	741,120	500,000	500,000
Cemetery	96,635	91,645	82,000	92,105	70,000	70,000
Libraries	5,220	4,059	3,930	0	0	0
Other	631,992	973,882	1,142,891	1,213,498	1,055,900	1,055,900
Subtotal	1,639,746	2,248,837	1,951,464	2,046,723	1,625,900	1,625,900
Licenses & Permits	200,167	221,373	217,297	230,755	200,000	200,000
Investment Income	451,569	240,703	446,630	340,813	150,000	150,000
Fines & Forfeits	26,172	153,652	139,328	75,000	75,000	75,000
<b>Non-Recurring Revenues</b>						
Payment In Lieu of Taxes	55,132	25,420	25,800	26,949	23,000	23,000
Supplemental Assessments	1,400,000	4,452	0	0	0	0
Medicaid	366,314	237,239	258,021	293,311	0	0
Reg. of MV Fines	128,005	0	0	0	0	0
Sale of Surplus Property	0	0	3,300	0	1,100	1,100
Subtotal	1,949,451	267,111	287,121	320,260	24,100	24,100
	<b>8,006,924</b>	<b>6,436,371</b>	<b>6,683,197</b>	<b>6,632,250</b>	<b>4,700,000</b>	<b>4,700,000</b>

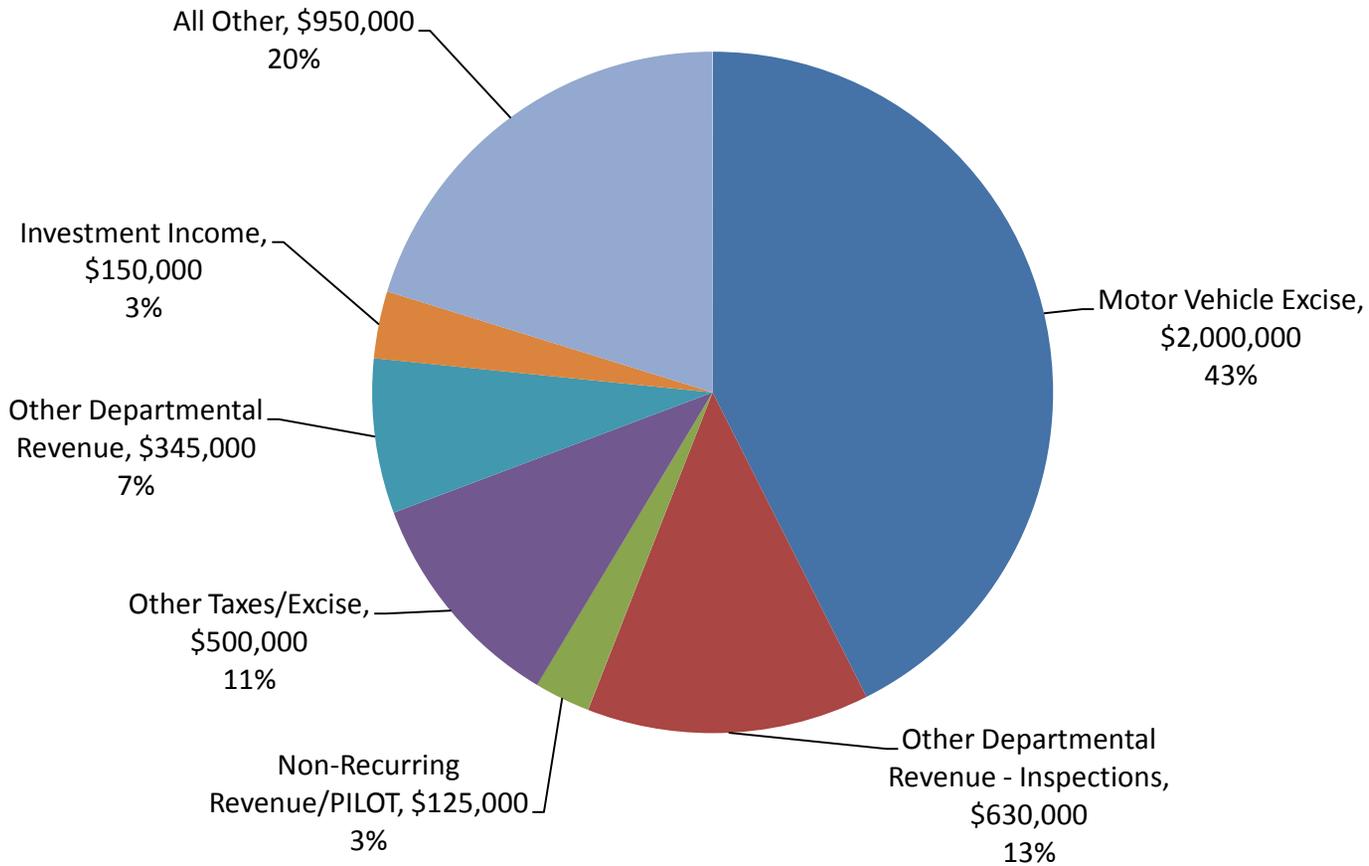
**Town of Dedham  
FY 2014 Town Administrator's Budget Message  
Local Option Taxes**

<b>Distrib. Date</b>	<b>Period Covered</b>	<b>Local Meals Tax (.75%)</b>	<b>Room Occupancy Tax (2%)</b>	<b>Total</b>
3/31/10	January-February 2010	53,692	26,672	80,364
6/30/10	March-May 2010	181,344	59,757	241,100
7/31/10	June 2010	65,709		65,709
9/30/10	June-August 2010	137,658	89,559	227,217
12/31/10	September-November 2010	185,636	99,031	284,667
3/31/11	December 2010-February 2011	183,591	59,587	243,178
6/30/11	March-May 2011	190,229	67,031	257,260
9/30/11	June-August 2011	210,254	106,207	316,461
12/31/11	September-November 2011	194,602	115,575	310,177
3/31/12	December 2011-February 2012	208,442	62,831	271,273
6/30/12	March-May 2012	208,667	69,556	278,223
9/30/12	June-August 2012	213,672	117,248	330,920
12/31/12	September-November 2012	199,917	113,702	313,619
		<b>2,233,412</b>	<b>986,756</b>	<b>3,220,169</b>
	Annual (most recent 4Qtrs.)	830,698	363,337	1,194,035
	Prior Year	778,676	348,400	1,127,076

6%

Town of Dedham  
FY 2014 Town Administrator's Budget Message

### Local Receipts



Section IV-5  
SEWER ENTERPRISE FUND

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**REVENUE ESTIMATES**

**Sewer Enterprise Fund**

The May 2009 Town Meeting accepted M.G.L. Chapter 44, Section 53F1/2 to establish a Sewer Enterprise Fund. Our Audit Firm recommended that the Town adopt enterprise fund accounting for the sewer activities since the Governmental Accounting Standards Board (GASB) Statement 34 required the Town to present the Sewer activities as an integrated business enterprise. Prior to this, the sewer activities were accounted for in the DPW, Engineering, MWRA, Debt, Capital Projects and Special Revenue Fund budgets and accounts. The Enterprise Fund allows the Town to clearly show the activities necessary to provide the service; accounts for all costs associated with the services and provides useful management information for rate setting. Any surpluses generated in the account are allowed to remain with the Sewer Fund.

We continue to evaluate what is included in the Enterprise Fund. Recently we have learned that some communities even include the cost of OPEB funding in the Sewer rates. We are not in a position this year to determine that amount but have asked our actuary to consider it in the future. That is the basic premise of enterprise accounting – identify all expenditures related to the service, capture it in one fund and then set rates and determine the amount of taxpayer subsidy (if needed).

The Inflow and Infiltration (I and I) Project, administered by the Engineering Department since separating from DPW in 2006, has achieved significant improvements in the overall leak rate of the Town's sewer system. As a result, the Town's ratepayers have not seen any significant increase in the Sewer Rate for many years. If the repair actions had not been initiated by the Engineering Department sewer rates would have been \$7.5 Million dollars higher over the last six years. At the time when the I and I Project started, Dedham was ranked as the #2 leakiest sewer systems in all of the MWRA District. Dedham is now ranked 25<sup>th</sup>. This is a significant achievement that required both operating and capital funding but has also served to minimize the impact on Dedham Rate payers.

What follows is the Operating Budget recommended for Sewer activities for FY2014. The Capital component will be added through the Capital Improvement Program and Capital Expenditures Committee.

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**REVENUE ESTIMATES**

**Sewer Enterprise Fund**

Revenues:

Sewer Revenues	\$6,138,174
Sewer Mitigation Funds	<u>25,000</u>
Total Revenues	6,136,174

Expenses:

MWRA Assessment	4,950,350
Sewer Mitigation	25,000

Included in Article 3 Budgets:

Selectmen/TA Personnel Services	7,764
Audit	7,500
Dept. of Finance Personnel Services	219,859
Dept. of Finance Purchase of Services	67,803
Central Postage	17,480
DPW Personnel Services	147,400
DPW Overtime	14,448
DPW Purchase of Services & Pump Station	215,000
DPW Supplies	12,000
Infra. Engineering Personnel Services	185,034
Infra. Engineering Purchase of Services	34,689
Infra. Engineering Supplies & Other	14,387
Contributory Pensions	31,734
Employee & Retiree Health	37,539
Medicare Tax	8,217
Debt Service	<u>166,970</u>
	1,187,824

Total Expenses prior to Capital Improvements	\$6,163,174
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SECTION V  
EXPENDITURE RECOMMENDATIONS

Contents

- V-1 Administrative Services
- V-2 Facilities Maintenance & Operations
- V-3 Public Safety
- V-4 Public Works
- V-5 Community Services
- V-6 Education
- V-7 Debt Service
- V-8 Fringe Benefits

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**EXPENDITURE RECOMMENDATIONS**

The Operating Expenditure Budget for Fiscal 2014 is **\$87,910,966**, an increase of **\$2,267,051** or **2.65%** over the current fiscal year. This reflects the strategy of attaining a sustainable budget over the long term, but does not reflect all of the proposals by department's requests to better provide services to the Town.

The focus for the Fiscal 2014 Budget was to address several needs and limit tax increases; to be specific:

- Address identified needs through the recent Public Safety Study
- Continue our support and investment in Education
- Establish a Human Resource Function for the Town
- Continue the commitment to a Central Facilities and Maintenance Department
- Restructure the Local Bus Service
- Maintain our commitment to fund long term financial obligations for pensions and retirees health insurance with today's dollars and not pass these costs off to future generations

The Town has started on a path of budgeting – not simply justifying increases in spending (which has had been the past practice) but rather focus now on costing and valuing services. We are identifying what services are mandated, what are required and what services should be performed. The result of this process is a combination of performance base budgeting and zero-based budgeting. We believe that this will yield a better profile of where taxpayer dollars are being spent and to determine if they remain aligned with community priorities. This path is just beginning this year and will require annual input from our Elected Officials, Finance Committee, Town Meeting Members and Taxpayers to further refine the process. Based on this new process, Departments have had to rethink the way they present costs and have identified many areas where they can improve. In the future, we hope to focus on outcomes that include performance measurements relating to service levels. By taking such actions we should be better positioned to determine if we should maintain existing services, reduce the cost of providing existing services or expand services beyond the present level.

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**EXPENDITURE RECOMMENDATIONS**

The Board of Selectmen and the Finance Committee have had ongoing discussions regarding limiting the growth of budgets and establishing performance based budget models. Following the Summary of each department's budget is a new sheet called the Service Level Budget. This budget format embraces these elements and will help reviewers understand the specific operational program or service and how much it costs.

The Service Level Budget consists of three sections:

1. Mandatory & Minimum Service Levels
2. Continuation of Current Service Levels
3. Funding for Additional Services Requested

These sections prioritize the components of a department's services, which are listed in order with associated costs.

Mandatory & Minimum Service Levels are services a department provides that are required by either federal or state law, Dedham's Home Rule Charter or Town By-Laws, by contract, or by industry standard. Examples include: Chapter 115 of the Massachusetts General Laws requires Dedham to have a Veterans Services Officer; the Town Charter requires that Town Meeting be advertised and recorded; and the National Fire Protection Association standards recommend minimum staffing of 3 firefighters per ladder truck and four per engine. These are the services that provide the minimum funding level below which a department would be unable to meet its imperative mission.

In the Continuation of Current Service Levels are the services a department provides above the bare minimum. For example: the Police Department provides a dedicated School Resource Officer for outreach to schools and community events; and the Council on Aging provides a transportation service for Dedham seniors. These are discretionary services that the Town funds.

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

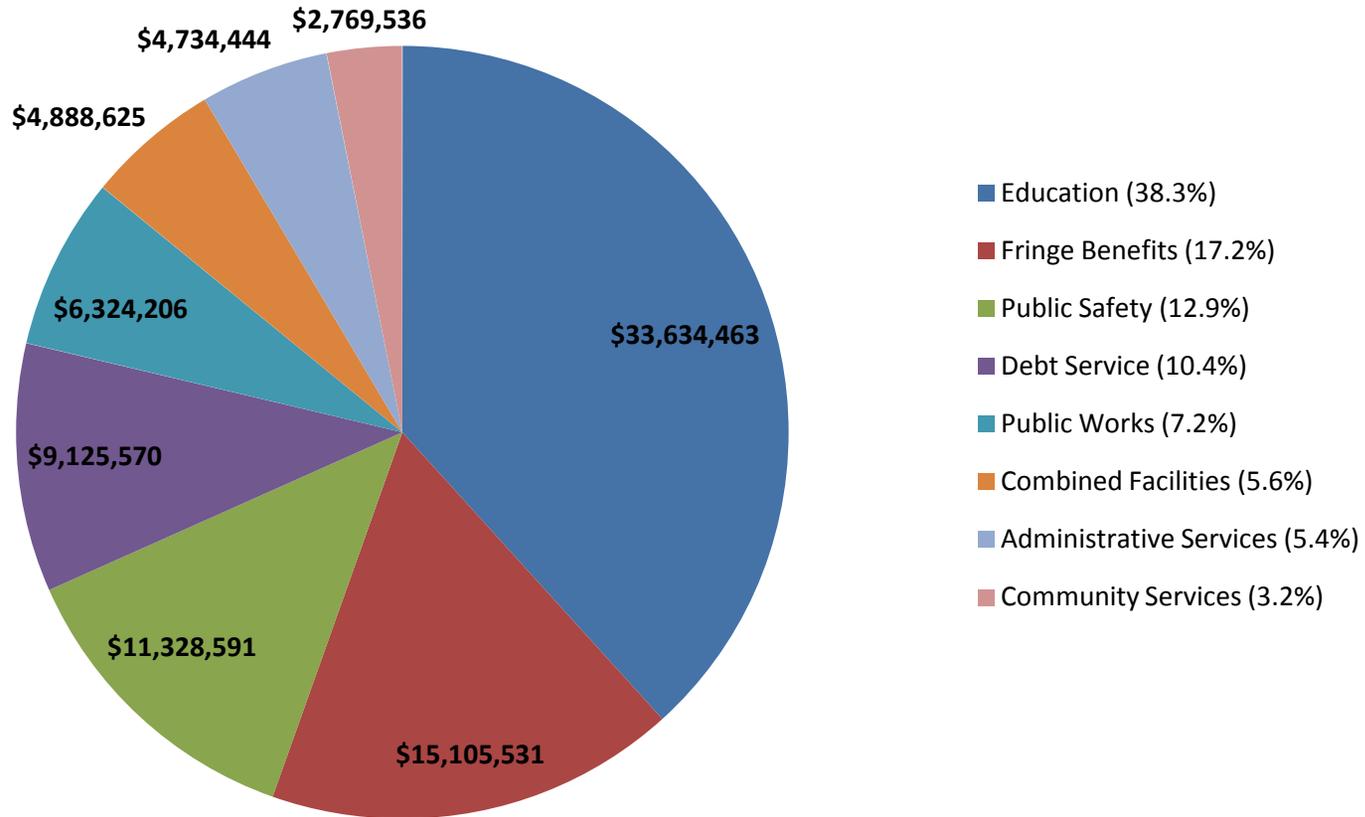
**EXPENDITURE RECOMMENDATIONS**

Funding for Additional Services Requested are services that departments are requesting to add, restore, or enhance. For example: the Public Works Department requested funding to restore past funding reduction to the Tree Program; the Board of Health requested funding for an additional worker to work on environmental inspections; and the Endicott Estate requested funding to develop a décor caretaking program.

This is just the beginning of a new method for our budget process and working with Departments, Boards and Town Meeting we will attempt to continue developing and refining this process to make a more transparent presentation of how budget dollars are and will be expended.

Town of Dedham  
FY2014 Town Administrator's Budget Message

## Expenditures by Function



TOWN OF DEDHAM  
FY2014 TOWN ADMINISTRATOR'S BUDGET MESSAGE

Budget by Major Function

	<b>FY2013</b>	<b>FY2014</b>	<b>\$ CHANGE</b>	<b>% CHANGE</b>
Administrative Services	\$4,630,745	\$4,734,444	\$103,699	2.24%
Community Services	\$2,742,787	\$2,769,536	\$26,749	0.98%
Debt Service	\$9,058,000	\$9,125,570	\$67,570	0.75%
Education	\$32,883,971	\$33,634,463	\$750,492	2.28%
Central Facilities	\$4,558,902	\$4,888,625	\$329,724	7.23%
Fringe Benefits	\$14,359,445	\$15,105,531	\$746,086	5.20%
Public Safety Services	\$11,558,007	\$11,328,591	-\$229,416	-1.98%
Public Works Services	\$5,852,059	\$6,324,206	\$472,147	8.07%
<b>TOTAL</b>	<b>\$85,643,916</b>	<b>\$87,910,967</b>	<b>\$2,596,774</b>	<b>2.65%</b>

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**EXPENDITURE RECOMMENDATIONS**

**Budget By Major Functions**

Budgets in this document are presented by Major Function in the following categories:

- Administrative Services
- Central Facilities Operation & Maintenance
- Public Safety
- Public Works
- Community Services
- Education
- Debt Service
- Fringe Benefits

The following chart represents the major functions. The individual departments that comprise each function are presented in the pages that follow.

A more detailed line item breakdown is also available and presented in the Fiscal 2014 Budget Book provided to the Finance Committee members that will also be listed on the Town's website. We have not only classified expenditures in the traditional Town Meeting presentation: Personnel Services, Purchase of Services, Supplies and Other Charges and Expenditures – but we have also begun to categorize expenditures by service level components – expenses that are mandatory, maintaining current service levels and requests for unmet needs. In addition we have tried to classify these by service type and function. As stated earlier, this is only the beginning of this process. We look forward to suggestions on how to further make the Town's finances more transparent, understandable and sustainable.

Section V-1  
ADMINISTRATIVE SERVICES

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**BUDGET BY MAJOR FUNCTION**

**Administrative Services**

The Board of Selectmen/Town Administrator, Finance, Finance Committee, Central Purchasing, Assessors, Legal, proposed Human Resources, Town Clerk, Planning and Economic Development Departments are included in this function. In addition, included in the Departmental Budgets are the expenditures for Insurance (other than health), a contribution to SNARC, the Reserve Fund, Overtime, Postage, Supplies and Non-Capital Equipment for other Town Functions that are not otherwise allocated. For example, the Insurance covers all buildings and liability coverage, the Reserve Fund can be accessed by any Town department and postage and supplies are accessed by Community Services, Public Safety.

The Fiscal 2014 recommended budget for Administrative Services **\$4,734,444**. Overall, the Fiscal 2014 increased from Fiscal 2013 by \$103,699 or 2.24%. This budget includes the newly created Office of Human Resources. The new position of Director of Human Resources was created by not filling a current vacant position in the Finance Department. The Administrative Services function contains 32 Full Time Equivalent positions (FTEs). The FTE count is reduced by one, since a Finance Department position was reassigned to create an additional mechanic position in DPW to take on the Fire Department's mechanical needs. The Fire Department staffing needs and the required overtime needed to balance those staffing needs in 2013 has been very challenging.

The recommendation listed by Department for Fiscal 2014 is presented with the Fiscal 2013 Budget and actual expenditure amounts for Fiscal 2012, 2011 and 2010. Because of the consolidation of the Facilities, Maintenance and Operations Departments – not all of the data is comparable. We have restated information when feasible. A more detailed line item breakdown is also available in the Fiscal 2014 Budget book provided to the Finance Committee members that will also be listed on the Town's website.

DESCRIPTION	FY2012 ACTUAL	FY2013 BUDGET	FY2014 REQUEST	FY2014 TA REC.	DOLLAR CHANGE	PERCENT CHANGE
<b>BOARD OF SELECTMEN</b>						
Personnel Services	\$355,559.03	\$361,000.00	\$359,376.19	\$359,378.00	-\$1,622.00	-0.45%
Purchase of Services	\$26,468.61	\$27,100.00	\$56,945.00	\$55,345.00	\$28,245.00	104.23%
Supplies	\$2,084.08	\$600.00	\$600.00	\$600.00	\$0.00	0.00%
Other Charges & Expenses	\$23,960.75	\$23,800.00	\$27,106.00	\$27,106.00	\$3,306.00	13.89%
Bus Service Contract	\$75,000.00	\$99,740.00	\$0.00	\$0.00	-\$99,740.00	-100.00%
Annual Audit	\$60,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$0.00	0.00%
SNARC	\$5,750.00	\$5,750.00	\$5,750.00	\$5,750.00	\$0.00	0.00%
Liability & Property Insurance	\$604,671.23	\$688,200.00	\$742,761.00	\$742,761.00	\$54,561.00	7.93%
<b>SUBTOTAL</b>	<b>\$1,153,493.70</b>	<b>\$1,281,190.00</b>	<b>\$1,267,538.19</b>	<b>\$1,265,940.00</b>	<b>-\$15,250.00</b>	<b>-1.19%</b>
<b>FINANCE DEPARTMENT</b>						
Personnel Services	\$996,829.27	\$1,055,000.00	\$1,102,372.50	\$957,223.00	-\$97,777.00	-9.27%
Purchase of Services	\$332,818.26	\$411,900.00	\$489,410.00	\$489,410.00	\$77,510.00	18.82%
Supplies	\$36,480.42	\$37,566.00	\$31,900.00	\$31,900.00	-\$5,666.00	-15.08%
Other Charges & Expenses	\$3,522.11	\$13,000.00	\$17,630.00	\$17,630.00	\$4,630.00	35.62%
<b>SUBTOTAL</b>	<b>\$1,369,650.06</b>	<b>\$1,517,466.00</b>	<b>\$1,641,312.50</b>	<b>\$1,496,163.00</b>	<b>-\$21,303.00</b>	<b>-1.40%</b>
<b>FINANCE COMMITTEE</b>						
Personnel Services	\$40,631.07	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Purchase of Services	\$4,324.00	\$5,500.00	\$4,500.00	\$4,500.00	-\$1,000.00	-18.18%
Supplies	\$272.92	\$150.00	\$150.00	\$150.00	\$0.00	0.00%
Other Charges & Expenses	\$641.19	\$750.00	\$673.00	\$673.00	-\$77.00	-10.27%
Reserve Fund	\$0.00	\$436,987.00	\$436,953.00	\$436,953.00	-\$34.00	-0.01%
<b>SUBTOTAL</b>	<b>\$45,869.18</b>	<b>\$443,387.00</b>	<b>\$442,276.00</b>	<b>\$442,276.00</b>	<b>-\$1,111.00</b>	<b>-0.25%</b>
<b>CENTRAL PURCHASING</b>						
Centralized Overtime & Sick Leave	\$71,417.24	\$74,500.00	\$73,970.00	\$73,970.00	-\$530.00	-0.71%
Central Postage	\$96,017.40	\$105,000.00	\$107,394.00	\$107,394.00	\$2,394.00	2.28%
Purchase of Services	\$439,172.93	\$0.00	\$14,500.00	\$14,500.00	\$14,500.00	0.00%
Supplies	\$1,367.40	\$26,000.00	\$20,033.00	\$20,033.00	-\$5,967.00	-22.95%
Non-Capital Equipment	\$43,883.75	\$79,652.00	\$100,000.00	\$100,000.00	\$20,348.00	25.55%
<b>SUBTOTAL</b>	<b>\$651,858.72</b>	<b>\$285,152.00</b>	<b>\$315,897.00</b>	<b>\$315,897.00</b>	<b>\$30,745.00</b>	<b>10.78%</b>
<b>BOARD OF ASSESSORS</b>						
Personnel Services	\$298,338.74	\$306,400.00	\$310,890.87	\$310,893.00	\$4,493.00	1.47%
Substitutes	\$6,525.10	\$15,000.00	\$4,986.00	\$4,986.00	-\$10,014.00	-66.76%
Purchase of Services	\$1,066.20	\$2,575.00	\$2,600.00	\$1,400.00	-\$1,175.00	-45.63%
Supplies	\$2,339.17	\$300.00	\$150.00	\$0.00	-\$300.00	-100.00%
Other Charges & Expenses	\$4,865.93	\$10,625.00	\$12,698.00	\$10,198.00	-\$427.00	-4.02%
<b>SUBTOTAL</b>	<b>\$313,135.14</b>	<b>\$334,900.00</b>	<b>\$331,324.87</b>	<b>\$327,477.00</b>	<b>-\$7,423.00</b>	<b>-2.22%</b>
<b>LEGAL</b>						
Purchase of Services	\$172,657.63	\$190,000.00	\$190,000.00	\$190,000.00	\$0.00	0.00%
Litigation & Damages	\$5,151.31	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00	0.00%
<b>SUBTOTAL</b>	<b>\$177,808.94</b>	<b>\$220,000.00</b>	<b>\$220,000.00</b>	<b>\$220,000.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>HUMAN RESOURCES</b>						
Personnel Services	\$0.00	\$0.00	\$142,751.40	\$142,752.00	\$142,752.00	0.00%
Purchase of Services	\$0.00	\$0.00	\$12,350.00	\$12,350.00	\$12,350.00	0.00%
Other Charges & Expenses	\$0.00	\$0.00	\$1,810.00	\$1,810.00	\$1,810.00	0.00%
<b>SUBTOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$156,911.40</b>	<b>\$156,912.00</b>	<b>\$156,912.00</b>	<b>0.00%</b>
<b>TOWN CLERK</b>						
Personnel Services	\$226,783.22	\$232,500.00	\$228,051.44	\$228,054.00	-\$4,446.00	-1.91%
Purchase of Services	\$49,935.85	\$66,550.00	\$35,888.00	\$35,888.00	-\$30,662.00	-46.07%
Supplies	\$2,392.83	\$500.00	\$750.00	\$750.00	\$250.00	50.00%
Other Charges & Expenses	\$1,064.89	\$1,600.00	\$1,445.00	\$1,445.00	-\$155.00	-9.69%
<b>SUBTOTAL</b>	<b>\$280,176.79</b>	<b>\$301,150.00</b>	<b>\$266,134.44</b>	<b>\$266,137.00</b>	<b>-\$35,013.00</b>	<b>-11.63%</b>
<b>PLANNING BOARD</b>						
Personnel Services	\$117,203.04	\$121,500.00	\$125,508.77	\$125,511.00	\$4,011.00	3.30%
Purchase of Services	\$13,771.40	\$10,500.00	\$41,000.00	\$11,000.00	\$500.00	4.76%
Supplies	\$1,334.97	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Other Charges & Expenses	\$675.60	\$950.00	\$1,277.00	\$1,277.00	\$327.00	34.42%
<b>SUBTOTAL</b>	<b>\$132,985.01</b>	<b>\$132,950.00</b>	<b>\$167,785.77</b>	<b>\$137,788.00</b>	<b>\$4,838.00</b>	<b>3.64%</b>
<b>ECONOMIC DEVELOPMENT</b>						
Personnel Services	\$74,148.01	\$77,000.00	\$76,853.72	\$76,854.00	-\$146.00	-0.19%
Purchase of Services	\$0.00	\$0.00	\$5,300.00	\$300.00	\$300.00	0.00%
Other Charges & Expenses	\$7,893.02	\$8,700.00	\$8,700.00	\$8,700.00	\$0.00	0.00%
<b>SUBTOTAL</b>	<b>\$82,041.03</b>	<b>\$85,700.00</b>	<b>\$90,853.72</b>	<b>\$85,854.00</b>	<b>\$154.00</b>	<b>0.18%</b>
<b>CENTRAL ADMINISTRATION BUILDING</b>						
Purchase of Services	\$14,602.00	\$18,350.00	\$0.00	\$0.00	-\$18,350.00	-100.00%
Supplies	\$11,280.00	\$500.00	\$0.00	\$0.00	-\$500.00	-100.00%
Other Charges & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>SUBTOTAL</b>	<b>\$25,882.00</b>	<b>\$18,850.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$18,850.00</b>	<b>-100.00%</b>
<b>BUILDING, PLANNING &amp; CONSTRUCTION COMMITTEE</b>						
Purchase of Services	\$2,118.00	\$10,000.00	\$20,000.00	\$20,000.00	\$10,000.00	100.00%
<b>SUBTOTAL</b>	<b>\$2,118.00</b>	<b>\$10,000.00</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>	<b>\$10,000.00</b>	<b>100.00%</b>
<b>ADMINISTRATIVE SERVICES</b>	<b>\$4,235,018.57</b>	<b>\$4,630,745.00</b>	<b>\$4,920,033.89</b>	<b>\$4,734,444.00</b>	<b>\$103,699.00</b>	<b>2.24%</b>

Section V-2  
FACILITIES MAINTENANCE & OPERATIONS

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**BUDGET BY MAJOR FUNCTION**

**Facilities Maintenance & Operations**

The Facilities & Maintenance Department was established in the fall of 2011 through the collaborative efforts of the Town and School Departments as well as many Committees and Boards. It was clear to all that the deferred maintenance of buildings and the assigning of responsibility to Department Heads, who were merely tenants in the buildings, were costing more in the long run and we needed to preserve and maintain the ongoing capital investments that were being made in town. The complexities of operating the new Middle School, the ESCO project and the new Avery Elementary School demonstrated the need to have skilled professional management in our buildings. The ECSO project highlighted the level of deferred maintenance that had accumulated over the years and it was important to correct that practice and to maintain warranties on our new investments.

In 2012, the Director of Facilities and Maintenance was hired by the Town Administrator and School Superintendent. In addition, an HVAC/R Technician and an Electrician were also hired. These positions were created through a combination of Town and School funding sources and through vacant positions within the organization. The established mission of the Department is: (1) Safety, (2) Cleanliness and (3) Comfort with Efficiency.

The first task was to compile a building and asset inventory and to develop a comprehensive "Building Assessment and State of Repair" report for each location. Interim steps have been taken in the current Police Station, while at the same time efforts have been made to assist in the planning for a new facility. The Energy Services Contract (ESCO) was managed through construction and is now in the process of converting to the Measurement and Verification stage of the project. The increase in this budget is largely due to the cost of properly maintaining and servicing the new equipment so that the Town will achieve the anticipated savings prescribed by the project. In addition the Department has managed the building of a new Gazebo at the Endicott Estate and it has built offices at the High School for the Town's IT Division. A new automated system has been implemented to track Preventive Maintenance and Utility costs for each facility.

DESCRIPTION	FY2012 ACTUAL	FY2013 BUDGET	FY2014 REQUEST	FY2014 TA REC.	DOLLAR CHANGE	PERCENT CHANGE
<b>CENTRAL FACILITIES</b>						
<b>TOWN FACILITIES</b>						
Personnel Services	\$0.00	\$247,242.00	\$215,485.64	\$215,489.00	-\$31,753.00	-12.84%
Substitutes	\$0.00	\$0.00	\$63,040.00	\$31,648.00	\$31,648.00	0.00%
Central Utilities	\$0.00	\$650,000.00	\$709,656.00	\$742,902.00	\$92,902.00	14.29%
Central Telephone	\$0.00	\$120,000.00	\$127,200.00	\$127,200.00	\$7,200.00	6.00%
Purchase of Services	\$0.00	\$187,000.00	\$354,490.00	\$354,490.00	\$167,490.00	89.57%
Supplies	\$0.00	\$38,100.00	\$81,345.00	\$81,345.00	\$43,245.00	113.50%
Other Charges & Expenses	\$0.00	\$0.00	\$2,100.00	\$2,100.00	\$2,100.00	0.00%
<b>SUBTOTAL</b>	<b>\$0.00</b>	<b>\$1,242,342.00</b>	<b>\$1,553,316.64</b>	<b>\$1,555,174.00</b>	<b>\$312,832.00</b>	<b>25.18%</b>
<b>SCHOOL FACILITIES</b>						
Personnel Services	\$0.00	\$1,530,643.72	\$1,533,360.11	\$1,533,360.11	\$2,716.39	0.18%
Overtime & Substitutes	\$0.00	\$66,516.03	\$69,991.25	\$69,991.25	\$3,475.22	5.22%
Utilities	\$1,179,000.00	\$1,258,000.00	\$1,269,000.00	\$1,269,000.00	\$11,000.00	0.87%
Telephone	\$42,800.00	\$42,800.00	\$42,800.00	\$42,800.00	\$0.00	0.00%
Purchase of Services	\$242,000.00	\$227,000.00	\$232,000.00	\$232,000.00	\$5,000.00	2.20%
Supplies	\$186,000.00	\$189,600.00	\$180,700.00	\$180,700.00	-\$8,900.00	-4.69%
Other Charges & Expenses	\$2,000.00	\$2,000.00	\$7,400.00	\$5,600.00	\$3,600.00	180.00%
<b>SUBTOTAL</b>	<b>\$1,651,800.00</b>	<b>\$3,316,559.75</b>	<b>\$3,335,251.36</b>	<b>\$3,333,451.36</b>	<b>\$16,891.61</b>	<b>0.51%</b>
	0	0	0	0	0	0
<b>CENTRAL FACILITIES</b>	<b>\$1,651,800.00</b>	<b>\$4,558,901.75</b>	<b>\$4,888,568.00</b>	<b>\$4,888,625.36</b>	<b>\$329,723.61</b>	<b>7.23%</b>

Section V-3  
PUBLIC SAFETY

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**BUDGET BY MAJOR FUNCTION**

**Public Safety**

The Police Department, Fire Department, Central Dispatch Center, Building Department, Sealer of Weights & Measures, Civil Preparedness, Conservation Commission and Environmental Coordinator make up the Public Safety Services function.

The Fiscal 2014 recommendation for Public Safety Services is **\$11,328,591**. Overall the Fiscal 2014 Recommendation decreases the cost of this function by **\$229,416** or **(1.98%)**. This reduction is largely due to the significant amount of Reserve Fund Transfers for Overtime in the Fire Department that we do not anticipate will reoccur in FY14. We have assumed that new Firefighters will be replaced and the cost of overtime will incur at a more normalized pace.

A recent Public Safety Study was completed for both Departments and the implementation of the studies recommendations is now ongoing.

One proposal in the budget is to convert a vacant Police Officer position to a Police Detective that will be assigned to the Federal Drug Enforcement Task Force. This responds to a new community priority by aiding in the strategy against substance abuse problems. Funds were made available for this position through several retirements of police officers paid at higher levels based on the now defunct Quinn Bill Education Incentive Program.

In addition, the budget assumes the Canine Control Department will be folded into the Police Department. Recent Legislative changes now require Canine Control Officers to become Animal Control Officers and we are contemplating combining this function with the Parking Meter Control in the newly designed Dedham Square. Steps are being taken now to determine the viability of this possible change.

Three Firefighter positions and one Firefighter-Mechanic are recommended for conversion to Lieutenants. This action satisfies an operational need identified in the recent Public Safety Study. Another proposal is to have Public Works hire a Motor Equipment Repairman/ EVT (Emergency Vehicle Technician) to work on the Fire Trucks. The Firefighter-Mechanic, who currently maintains Fire Trucks, does not have adequate mechanic facilities to service Fire Trucks. In addition, this individual has a first responsibility as an on duty firefighter. This regularly limits

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**BUDGET BY MAJOR FUNCTION**

**Public Safety**

the amount of repair work that can be performed on fire vehicles. A significant amount of this work is performed on overtime or the trucks are sent to an outside vendor. The combination of these factors has resulted in this proposed operational change. Certain details will have to be worked out during the transition from the Fire Department to the DPW and there may be further budget adjustments required to complete this change. This is one additional step toward a larger strategy of establishing a central mechanic function for all Town and School vehicles.

The Public Safety Services budgets contain 146.1 FTEs. Certain positions remain unfilled due to budget constraints. Although we have not filled all positions, we have not eliminated the positions from our workforce. As budget funds allow, some of these vacancies may be eventually refilled.

The recommendation by Department for Fiscal 2014 is presented with the Fiscal 2013 Budget and actual expenditure amounts for Fiscal 2012, 2011 and 2010. Because of the consolidation of the Facilities, Maintenance and Operations Departments – not all of the data are comparable. A more detailed line item breakdown is also available and presented in the Fiscal 2014 Budget book provided to the Finance Committee members and will also be available on the Town's website.

DESCRIPTION	FY2012 ACTUAL	FY2013 BUDGET	FY2014 REQUEST	FY2014 TA REC.	DOLLAR CHANGE	PERCENT CHANGE
<b>POLICE</b>						
Personnel Services	\$4,417,612.90	\$4,550,425.00	\$4,598,707.94	\$4,598,710.00	\$48,285.00	1.06%
Overtime & Substitutes	\$489,443.82	\$642,000.00	\$564,623.00	\$564,623.00	-\$77,377.00	-12.05%
Purchase of Services	\$100,361.35	\$73,575.00	\$80,583.00	\$80,583.00	\$7,008.00	9.52%
Supplies	\$227,215.65	\$217,500.00	\$224,008.00	\$224,238.00	\$6,738.00	3.10%
Other Charges & Expenses	\$25,379.12	\$27,620.00	\$28,837.00	\$28,837.00	\$1,217.00	4.41%
<b>SUBTOTAL</b>	<b>\$5,260,012.84</b>	<b>\$5,511,120.00</b>	<b>\$5,496,758.94</b>	<b>\$5,496,991.00</b>	<b>-\$14,129.00</b>	<b>-0.26%</b>
<b>FIRE</b>						
Personnel Services	\$4,078,144.54	\$4,049,600.00	\$4,231,651.86	\$4,167,111.00	\$117,511.00	2.90%
Overtime & Substitutes	\$562,462.41	\$582,500.00	\$355,719.00	\$355,186.00	-\$227,314.00	-39.02%
Addl. anticipated cost	\$0.00	\$117,500.00	\$0.00	\$0.00	-\$117,500.00	-100.00%
Purchase of Services	\$72,709.23	\$25,820.00	\$65,120.00	\$52,720.00	\$26,900.00	104.18%
Supplies	\$109,448.76	\$107,450.00	\$164,035.00	\$101,235.00	-\$6,215.00	-5.78%
Other Charges & Expenses	\$5,941.56	\$5,200.00	\$7,060.00	\$7,060.00	\$1,860.00	35.77%
<b>SUBTOTAL</b>	<b>\$4,828,706.50</b>	<b>\$4,888,070.00</b>	<b>\$4,823,585.86</b>	<b>\$4,683,312.00</b>	<b>-\$204,758.00</b>	<b>-4.19%</b>
<b>CENTRAL DISPATCH</b>						
Personnel Services	\$461,591.44	\$462,500.00	\$463,934.00	\$463,935.00	\$1,435.00	0.31%
Overtime & Substitutes	\$69,000.00	\$69,000.00	\$68,537.00	\$68,537.00	-\$463.00	-0.67%
Purchase of Services	\$5,750.00	\$6,125.00	\$22,600.00	\$22,600.00	\$16,475.00	268.98%
Supplies	\$4,818.90	\$5,150.00	\$4,500.00	\$4,500.00	-\$650.00	-12.62%
Other Charges & Expenses	\$75.00	\$0.00	\$75.00	\$75.00	\$75.00	0.00%
<b>SUBTOTAL</b>	<b>\$541,235.34</b>	<b>\$542,775.00</b>	<b>\$559,646.00</b>	<b>\$559,647.00</b>	<b>\$16,872.00</b>	<b>3.11%</b>
<b>BUILDING</b>						
Personnel Services	\$363,212.56	\$369,500.00	\$373,604.90	\$373,608.00	\$4,108.00	1.11%
Overtime & Substitutes	\$3,020.00	\$3,100.00	\$3,100.00	\$3,100.00	\$0.00	0.00%
Supplies	\$977.15	\$1,000.00	\$1,600.00	\$1,600.00	\$600.00	60.00%
Other Charges & Expenses	\$23,745.00	\$24,425.00	\$24,410.00	\$24,410.00	-\$15.00	-0.06%
<b>SUBTOTAL</b>	<b>\$390,954.71</b>	<b>\$398,025.00</b>	<b>\$402,714.90</b>	<b>\$402,718.00</b>	<b>\$4,693.00</b>	<b>1.18%</b>
<b>SEALER OF WEIGHTS &amp; MEASURES</b>						
Personnel Services	\$0.00	\$5,000.00	\$10,000.00	\$10,000.00	\$5,000.00	100.00%
Purchase of Services	\$14,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Other Charges & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>SUBTOTAL</b>	<b>\$14,000.00</b>	<b>\$5,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$5,000.00</b>	<b>100.00%</b>
<b>CIVIL PREPAREDNESS AGENCY</b>						
Personnel Services	\$1,313.50	\$1,465.00	\$1,395.00	\$1,395.00	-\$70.00	-4.78%
Supplies	\$2,582.21	\$2,802.00	\$2,760.00	\$2,760.00	-\$42.00	-1.50%
Other Charges & Expenses	\$0.00	\$225.00	\$200.00	\$200.00	-\$25.00	-11.11%
<b>SUBTOTAL</b>	<b>\$3,895.71</b>	<b>\$4,492.00</b>	<b>\$4,355.00</b>	<b>\$4,355.00</b>	<b>-\$137.00</b>	<b>-3.05%</b>
<b>CANINE CONTROL</b>						
Personnel Services	\$46,020.00	\$46,000.00	\$0.00	\$0.00	-\$46,000.00	-100.00%
Overtime & Substitutes	\$0.00	\$5,000.00	\$0.00	\$0.00	-\$5,000.00	-100.00%
Purchase of Services	\$6,250.00	\$6,250.00	\$0.00	\$0.00	-\$6,250.00	-100.00%
Supplies	\$2,560.00	\$1,960.00	\$0.00	\$0.00	-\$1,960.00	-100.00%
Other Charges & Expenses	\$50.00	\$50.00	\$0.00	\$0.00	-\$50.00	-100.00%
<b>SUBTOTAL</b>	<b>\$54,880.00</b>	<b>\$59,260.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$59,260.00</b>	<b>-100.00%</b>
<b>CONSERVATION COMMISSION</b>						
Personnel Services	\$32,860.36	\$41,265.00	\$46,647.23	\$46,648.00	\$5,383.00	13.04%
Purchase of Services	\$24,122.08	\$28,910.00	\$41,133.00	\$31,133.00	\$2,223.00	7.69%
Supplies	\$748.93	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Other Charges & Expenses	\$874.00	\$1,185.00	\$4,944.00	\$2,016.00	\$831.00	70.13%
<b>SUBTOTAL</b>	<b>\$58,605.37</b>	<b>\$71,360.00</b>	<b>\$92,724.23</b>	<b>\$79,797.00</b>	<b>\$8,437.00</b>	<b>11.82%</b>
<b>ENVIRONMENTAL</b>						
Personnel Services	\$71,678.43	\$74,300.00	\$78,533.72	\$78,534.00	\$4,234.00	5.70%
Purchase of Services	\$610.33	\$1,655.00	\$31,460.00	\$11,460.00	\$9,805.00	592.45%
Supplies	\$360.44	\$350.00	\$878.00	\$0.00	-\$350.00	-100.00%
Other Charges & Expenses	\$1,811.20	\$1,600.00	\$1,777.00	\$1,777.00	\$177.00	11.06%
<b>SUBTOTAL</b>	<b>\$74,460.40</b>	<b>\$77,905.00</b>	<b>\$112,648.72</b>	<b>\$91,771.00</b>	<b>\$13,866.00</b>	<b>17.80%</b>
	0	0	0	0	0	0.00%
<b>PUBLIC SAFETY</b>	<b>\$11,226,750.87</b>	<b>\$11,558,007.00</b>	<b>\$11,502,433.65</b>	<b>\$11,328,591.00</b>	<b>-\$229,416.00</b>	<b>-1.98%</b>

Section V-4  
PUBLIC WORKS

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**BUDGET BY MAJOR FUNCTION**

**Public Works**

Public Works Services consist of the Department of Public Works Operations, Snow & Ice Control, Infrastructure Engineering, Rubbish & Recycling and Street Lighting.

The Fiscal 2014 recommendation for Public Works Services is **\$6,324,206**. Overall the Fiscal 2014 Recommendation **increases** this function by **\$472,147** or 8.07%. The Rubbish and Recycling operations have undergone major changes in FY2010 with the automated collection system and single stream recycling; this budget category has remained virtually level funded since that time and budget amounts have been reverted. Although we have been able to avoid the increases due to the single stream recycling, between the increase in the cost per ton, contractor increases based upon CPI as well as a fuel surcharge as needed, we are projecting an increase to this line item. In FY2009 the Town purchased the Street Lights to achieve budget savings and improve services. FY2013 was the last year of the Lease payments; however we are redirecting some of these savings into converting Street Lights with LED lights. It is my intention to have the maintenance of Street Lights remain under the direction of the Public Works Department but to have the utility cost billing come under the direction of Central Facilities. The Public Works Services organization contains 28 FTEs, with the proposed addition of one additional Mechanic/EVT to service Fire Department vehicles and other departments as the situation permits.

The recommendation by Department for Fiscal 2014 is presented with the Fiscal 2013 Budget and actual expenditure amounts for Fiscal 2012, 2011 and 2010. Because of the consolidation of the Facilities, Maintenance and Operations Departments – not all of the data are comparable. A more detailed line item breakdown is also available and presented in the Fiscal 2014 Budget book provided to the Finance Committee members and will be on the Town's website.

DESCRIPTION	FY2012 ACTUAL	FY2013 BUDGET	FY2014 REQUEST	FY2014 TA REC.	DOLLAR CHANGE	PERCENT CHANGE
<b>INFRASTRUCTURE ENGINEERING</b>						
Personnel Services	\$382,923.54	\$413,934.00	\$411,184.03	\$411,186.00	-\$2,748.00	-0.66%
Purchase of Services	\$72,503.61	\$70,000.00	\$82,087.00	\$77,087.00	\$7,087.00	10.12%
Supplies	\$11,405.37	\$25,000.00	\$26,060.00	\$25,860.00	\$860.00	3.44%
Other Charges & Expenses	\$1,635.56	\$3,500.00	\$6,110.00	\$6,110.00	\$2,610.00	74.57%
<b>SUBTOTAL</b>	<b>\$468,468.08</b>	<b>\$512,434.00</b>	<b>\$525,441.03</b>	<b>\$520,243.00</b>	<b>\$7,809.00</b>	<b>1.52%</b>
<b>PUBLIC WORKS</b>						
Personnel Services	\$1,387,627.93	\$1,422,225.00	\$1,605,985.37	\$1,500,880.00	\$78,655.00	5.53%
Overtime	\$157,900.99	\$169,000.00	\$160,000.00	\$160,000.00	-\$9,000.00	-5.33%
Purchase of Services	\$470,454.80	\$503,800.00	\$695,000.00	\$695,000.00	\$191,200.00	37.95%
Supplies	\$205,159.44	\$253,600.00	\$322,501.00	\$344,351.00	\$90,751.00	35.79%
Other Charges & Expenses	\$3,586.00	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00	0.00%
<b>SUBTOTAL</b>	<b>\$2,224,729.16</b>	<b>\$2,352,125.00</b>	<b>\$2,786,986.37</b>	<b>\$2,703,731.00</b>	<b>\$351,606.00</b>	<b>14.95%</b>
<b>SEWER ENTERPRISE FUNDING</b>						
Personnel Services (Sewer)	\$90,300.00	\$90,300.00	\$147,399.10	\$147,399.45	\$57,099.45	63.23%
Purchase of Services (Sewer)	\$130,000.00	\$130,000.00	\$205,000.00	\$205,000.00	\$75,000.00	57.69%
Supplies (Sewer)	\$12,000.00	\$12,000.00	\$27,000.00	\$14,000.00	\$2,000.00	16.67%
	<b>\$232,300.00</b>	<b>\$232,300.00</b>	<b>\$379,399.10</b>	<b>\$366,399.45</b>	<b>\$134,099.45</b>	<b>57.73%</b>
	<b>\$1,992,429.16</b>	<b>\$2,119,825.00</b>	<b>\$2,407,587.27</b>	<b>\$2,337,331.55</b>	<b>\$217,506.55</b>	<b>10.26%</b>
<b>SNOW &amp; ICE</b>						
Snow & Ice Removal	\$340,000.00	\$550,000.00	\$600,000.00	\$600,000.00	\$50,000.00	9.09%
<b>SUBTOTAL</b>	<b>\$340,000.00</b>	<b>\$550,000.00</b>	<b>\$600,000.00</b>	<b>\$600,000.00</b>	<b>\$50,000.00</b>	<b>9.09%</b>
<b>STREET LIGHTING</b>						
Street Lighting	\$232,476.83	\$277,500.00	\$285,000.00	\$275,000.00	-\$2,500.00	-0.90%
<b>SUBTOTAL</b>	<b>\$232,476.83</b>	<b>\$277,500.00</b>	<b>\$285,000.00</b>	<b>\$275,000.00</b>	<b>-\$2,500.00</b>	<b>-0.90%</b>
<b>RUBBISH &amp; RECYCLING</b>						
Rubbish & Recycling Contract	\$2,038,146.39	\$2,150,000.00	\$2,204,454.00	\$2,204,454.00	\$54,454.00	2.53%
Supplies	\$4,163.00	\$5,000.00	\$15,778.00	\$15,778.00	\$10,778.00	215.56%
Overtime	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00%
<b>SUBTOTAL</b>	<b>\$2,042,309.39</b>	<b>\$2,160,000.00</b>	<b>\$2,225,232.00</b>	<b>\$2,225,232.00</b>	<b>\$65,232.00</b>	<b>3.02%</b>
<b>PUBLIC WORKS</b>	<b>\$5,307,983.46</b>	<b>\$5,852,059.00</b>	<b>\$6,422,659.40</b>	<b>\$6,324,206.00</b>	<b>\$472,147.00</b>	<b>8.07%</b>

Section V-5  
COMMUNITY SERVICES

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**BUDGET BY MAJOR FUNCTION**

**Community Services**

The Public Health Board, Council on Aging, Youth Commission, Veterans Services/Procurement, Public Libraries, Recreation Department, Parks & Playgrounds, Endicott Estate Commission, Civic Pride and Cultural Council make up the Community Services Function. The Fiscal 2014 recommended budget for Community Services is **\$2,769,536**. This represents only a 1% increase. This Community Services function has 44 FTEs. Certain positions remain unfilled due to budget constraints. Although we have not filled positions, we have not eliminated these positions. Departments are hoping that at some point in the future when funding is available, these positions can be filled.

Working with the Library Commissioners and the new Library Director the Library's budget recommendation is intended to include sufficient funds to meet all State MAR requirements.

The Parks and Recreation Budget have been consolidated, and certain costs are being reallocated to Central Facilities. In addition, the budget includes partial funding for an Assistant Program Director for Recreation. The intention is that this position will eventually be self-supporting, through the program revenues generated by expanding the services at the Recreation Department. Before the budget will be presented to Town Meeting, we expect a report from a professional company to make recommendations on how Endicott Estate Operations could become more self-sufficient.

The recommendation by Department for Fiscal 2014 is presented with the Fiscal 2013 Budget and actual expenditure amounts for Fiscal 2011, 2010 and 2009. Because of the consolidation of the Facilities, Maintenance and Operations Departments – not all of the data are comparable. For this reason a restatement of the prior years is included in the Expenditure by Function Section. We have used the restated data for the Summary Purposes – but not on the departmental level – to avoid confusion with other published reports. A more detailed line item breakdown is also available and presented in the Fiscal 2014 Budget book provided to the Finance Committee members and will be on the Town's website.

DESCRIPTION	FY2012 ACTUAL	FY2013 BUDGET	FY2014 REQUEST	FY2014 TA REC.	DOLLAR CHANGE	PERCENT CHANGE
<b>BOARD OF HEALTH</b>						
Personnel Services	\$208,684.58	\$215,500.00	\$289,441.02	\$218,597.00	\$3,097.00	1.44%
Purchase of Services	\$976.37	\$1,600.00	\$3,600.00	\$3,600.00	\$2,000.00	125.00%
Supplies	\$1,521.91	\$1,060.00	\$2,190.00	\$1,690.00	\$630.00	59.43%
Other Charges & Expenses	\$10,479.07	\$13,500.00	\$17,769.00	\$13,125.00	-\$375.00	-2.78%
Hazardous Waste Collection	\$5,836.00	\$9,000.00	\$9,043.00	\$9,043.00	\$43.00	0.48%
<b>SUBTOTAL</b>	<b>\$227,497.93</b>	<b>\$240,660.00</b>	<b>\$322,043.02</b>	<b>\$246,055.00</b>	<b>\$5,395.00</b>	<b>2.24%</b>
<b>COUNCIL ON AGING</b>						
Personnel Services	\$200,464.62	\$206,200.00	\$237,137.54	\$237,140.00	\$30,940.00	15.00%
Overtime & Substitutes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Purchase of Services	\$933.23	\$1,150.00	\$1,865.00	\$1,865.00	\$715.00	62.17%
Supplies	\$5,906.45	\$6,255.00	\$10,198.00	\$10,198.00	\$3,943.00	63.04%
Other Charges & Expenses	\$275.00	\$1,305.00	\$1,217.00	\$1,217.00	-\$88.00	-6.74%
<b>SUBTOTAL</b>	<b>\$207,579.30</b>	<b>\$214,910.00</b>	<b>\$250,417.54</b>	<b>\$250,420.00</b>	<b>\$35,510.00</b>	<b>16.52%</b>
<b>YOUTH COMMISSION</b>						
Personnel Services	\$194,103.57	\$235,500.00	\$240,486.07	\$240,488.00	\$4,988.00	2.12%
Purchase of Services	\$2,171.28	\$2,200.00	\$2,975.00	\$2,975.00	\$775.00	35.23%
Supplies	\$1,070.21	\$1,900.00	\$1,381.00	\$1,221.00	-\$679.00	-35.74%
Other Charges & Expenses	\$5,697.13	\$7,500.00	\$6,660.00	\$6,660.00	-\$840.00	-11.20%
<b>SUBTOTAL</b>	<b>\$203,042.19</b>	<b>\$247,100.00</b>	<b>\$251,502.07</b>	<b>\$251,344.00</b>	<b>\$4,244.00</b>	<b>1.72%</b>
<b>VETERANS SERVICES</b>						
Personnel Services	\$84,995.65	\$95,000.00	\$96,537.57	\$96,539.00	\$1,539.00	1.62%
Memorial Day Program	\$5,494.27	\$5,500.00	\$5,350.00	\$5,350.00	-\$150.00	-2.73%
Purchase of Services	\$1,411.28	\$4,000.00	\$5,000.00	\$5,000.00	\$1,000.00	25.00%
Supplies	\$1,008.70	\$300.00	\$300.00	\$300.00	\$0.00	0.00%
Other Charges & Expenses	\$297.17	\$3,000.00	\$2,183.00	\$2,183.00	-\$817.00	-27.23%
Veterans Benefits	\$65,558.45	\$80,000.00	\$80,000.00	\$80,000.00	\$0.00	0.00%
<b>SUBTOTAL</b>	<b>\$158,765.52</b>	<b>\$187,800.00</b>	<b>\$189,370.57</b>	<b>\$189,372.00</b>	<b>\$1,572.00</b>	<b>0.84%</b>
<b>LIBRARY</b>						
Personnel Services	\$757,905.19	\$763,750.00	\$783,348.25	\$783,352.00	\$19,602.00	2.57%
Overtime & Substitutes	\$3,183.36	\$11,000.00	\$11,000.00	\$11,000.00	\$0.00	0.00%
Books, Periodicals & Bindings	\$133,907.68	\$154,274.00	\$156,905.00	\$156,905.00	\$2,631.00	1.71%
Purchase of Services	\$53,559.35	\$66,568.00	\$66,569.00	\$66,569.00	\$1.00	0.00%
Supplies	\$17,524.27	\$21,800.00	\$16,865.00	\$16,865.00	-\$4,935.00	-22.64%
Other Charges & Expenses	\$8,390.49	\$11,100.00	\$11,100.00	\$11,100.00	\$0.00	0.00%
<b>SUBTOTAL</b>	<b>\$974,470.34</b>	<b>\$1,028,492.00</b>	<b>\$1,045,787.25</b>	<b>\$1,045,791.00</b>	<b>\$17,299.00</b>	<b>1.68%</b>
<b>PARKS &amp; RECREATION</b>						
Personnel Services	\$512,272.15	\$523,100.00	\$510,251.14	\$510,254.00	-\$12,846.00	-2.46%
Overtime & Substitutes	\$8,787.43	\$9,500.00	\$9,496.00	\$9,496.00	-\$4.00	-0.04%
Purchase of Services	\$45,130.33	\$38,900.00	\$35,500.00	\$35,500.00	-\$3,400.00	-8.74%
Supplies	\$93,070.09	\$96,100.00	\$97,288.00	\$97,288.00	\$1,188.00	1.24%
Other Charges & Expenses	\$4,500.00	\$4,650.00	\$4,870.00	\$4,870.00	\$220.00	4.73%
<b>SUBTOTAL</b>	<b>\$663,760.00</b>	<b>\$672,250.00</b>	<b>\$657,405.14</b>	<b>\$657,408.00</b>	<b>-\$14,842.00</b>	<b>-2.21%</b>
<b>ENDICOTT ESTATE</b>						
Personnel Services	\$168,048.05	\$127,300.00	\$96,305.24	\$96,307.00	-\$30,993.00	-24.35%
Overtime & Substitutes	\$5,000.00	\$5,000.00	\$0.00	\$0.00	-\$5,000.00	-100.00%
Purchase of Services	\$26,814.49	\$6,900.00	\$11,380.00	\$11,380.00	\$4,480.00	64.93%
Supplies	\$11,438.32	\$850.00	\$3,465.00	\$3,465.00	\$2,615.00	307.65%
Other Charges & Expenses	\$377.00	\$500.00	\$1,694.00	\$1,694.00	\$1,194.00	238.80%
<b>SUBTOTAL</b>	<b>\$211,677.86</b>	<b>\$140,550.00</b>	<b>\$112,844.24</b>	<b>\$112,846.00</b>	<b>-\$27,704.00</b>	<b>-19.71%</b>
<b>CIVIC PRIDE</b>						
Other Charges & Expenses	\$4,725.00	\$4,725.00	\$5,000.00	\$10,000.00	\$5,275.00	111.64%
<b>SUBTOTAL</b>	<b>\$4,725.00</b>	<b>\$4,725.00</b>	<b>\$5,000.00</b>	<b>\$10,000.00</b>	<b>\$5,275.00</b>	<b>111.64%</b>
<b>CULTURAL COUNCIL</b>						
Community Grants Revolving Fund	\$6,300.00	\$6,300.00	\$6,300.00	\$6,300.00	\$0.00	0.00%
<b>SUBTOTAL</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	<b>\$0.00</b>	<b>0.00%</b>
	0	0	0	0	0	0
<b>COMMUNITY SERVICES</b>	<b>\$2,657,818.14</b>	<b>\$2,742,787.00</b>	<b>\$2,840,669.83</b>	<b>\$2,769,536.00</b>	<b>\$26,749.00</b>	<b>0.98%</b>

Section V-6  
EDUCATION

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**BUDGET BY MAJOR FUNCTION**

**Education**

The Dedham Public Schools Operations, Transportation Subsidy, Blue Hills Regional School District Assessment and Norfolk County Agricultural School comprise the Education Function. The Fiscal 2014 recommendation for all Education is **\$33,634,463**. Overall, the Education Function is increasing by **\$750,492** or **2.3%**. This year we are attempting to break out facilities costs from operating costs. Various presentations will be made that have Central Facilities and Maintenance broken out separately. However, since the School Committee voted on both operating and facilities, we have left the facilities function in the Dedham Public Schools Budget presentation. The PowerPoint presentation for the entire Town Budget will break these costs out separately. We are proposing to consolidate Facilities in one Department Budget for maximum accountability and flexibility.

Education is a top priority in Dedham. Exclusive of fringe benefits and debt service, the budget represents 53% of the town's operating expenditures. As pointed out previously in the State Aid Revenue section, Dedham supports its public schools by \$3,841,257 in excess of the amount required by the State's Foundation Aid Formula.

The School Department's FY2014 request is proposed to be fully funded at **\$35,926,525**. Overall this represents a 1.97% increase over the present year budget. Certain costs increases such as the commitment to increasing energy cost funding at 3% to offset the debt service costs of the ESCO project as well as providing for ongoing maintenance and support of the new equipment were not contemplated in the School Department request. However, we have adjusted the Central Facilities and Maintenance Department to incorporate the cost of these expenditures in this proposed budget.

The Blue Hills Regional School Assessment is projected to increase to \$973,390 or by \$63,014 or 6.92% based upon their initial analysis. The budget summary prepared by BHRS follows. Recently, the Norfolk Agricultural School has instituted a process of charging tuition for students and we have included \$68,000 for this line item. This cost has not been budgeted in the past.

DESCRIPTION	FY2012 ACTUAL	FY2013 BUDGET	FY2014 REQUEST	FY2014 TA REC.	DOLLAR CHANGE	PERCENT CHANGE
<b>DEDHAM PUBLIC SCHOOLS</b>						
School Operations	\$33,537,670.00	\$35,207,155.00	\$35,901,524.60	\$35,901,524.60	\$694,369.60	1.97%
Transportation Subsidy	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	0.00%
Less Facilities O&M Costs	-\$1,651,800.00	-\$3,316,559.75	-\$3,335,251.36	-\$3,333,451.36	-\$16,891.61	0.51%
<b>SUBTOTAL</b>	<b>\$31,910,870.00</b>	<b>\$31,915,595.25</b>	<b>\$32,591,273.24</b>	<b>\$32,593,073.24</b>	<b>\$677,477.99</b>	<b>2.12%</b>
<b>BLUE HILLS REGIONAL</b>						
Blue Hills Regional	\$842,650.00	\$910,376.00	\$973,390.00	\$973,390.00	\$63,014.00	6.92%
<b>SUBTOTAL</b>	<b>\$842,650.00</b>	<b>\$910,376.00</b>	<b>\$973,390.00</b>	<b>\$973,390.00</b>	<b>\$63,014.00</b>	<b>6.92%</b>
<b>NORFOLK COUNTY AGRICULTURAL</b>						
Norfolk County Agricultural HS	\$0.00	\$58,000.00	\$68,000.00	\$68,000.00	\$10,000.00	17.24%
<b>SUBTOTAL</b>	<b>\$0.00</b>	<b>\$58,000.00</b>	<b>\$68,000.00</b>	<b>\$68,000.00</b>	<b>\$10,000.00</b>	<b>17.24%</b>
<b>EDUCATION</b>	<b>\$32,753,520.00</b>	<b>\$32,883,971.25</b>	<b>\$33,632,663.24</b>	<b>\$33,634,463.24</b>	<b>\$750,491.99</b>	<b>2.28%</b>

Section V-7  
DEBT SERVICE

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**BUDGET BY MAJOR FUNCTION**

**Debt Service**

The FY2014 budget is **\$9,125,570** million or an increase of **\$67,570** or less than 1%. This is consistent with our goal to maintain a level debt service burden on our budget and fund projects as other debt matures. This includes a scheduled bond issue in the spring of nearly \$7 million.

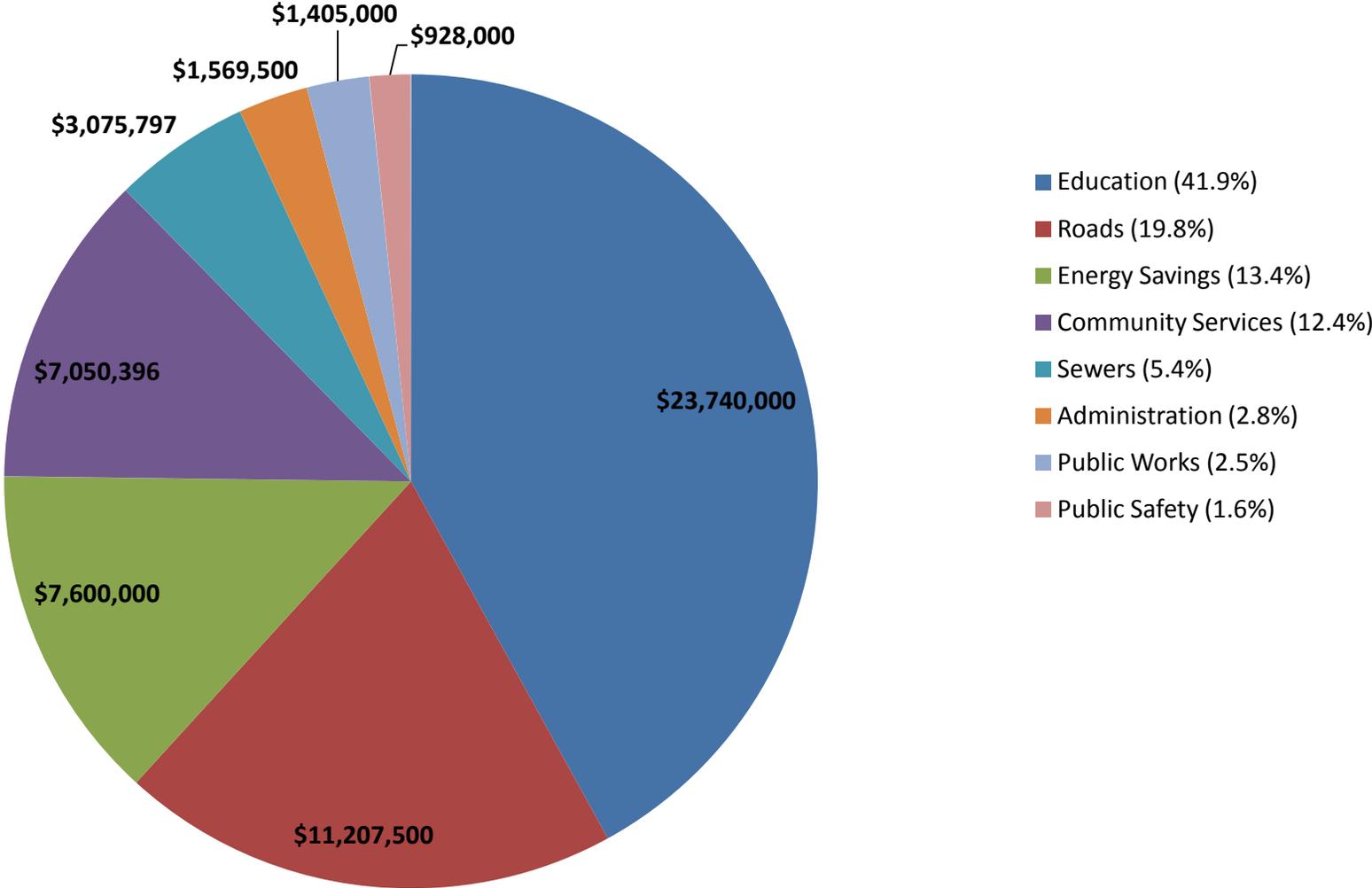
A detailed debt schedule by maturity and two graphs presenting Debt by Purpose & Exempt/Non-Exempt Debt are presented in the pages that follow. This appropriation is payment against the Town's permanent debt. The debt service budget also includes amounts for payments on short term debt and interest on abatements. Not all authorized and unissued debt is expected to be issued.

**Town of Dedham  
FY2014 Town Administrator's Budget Message**

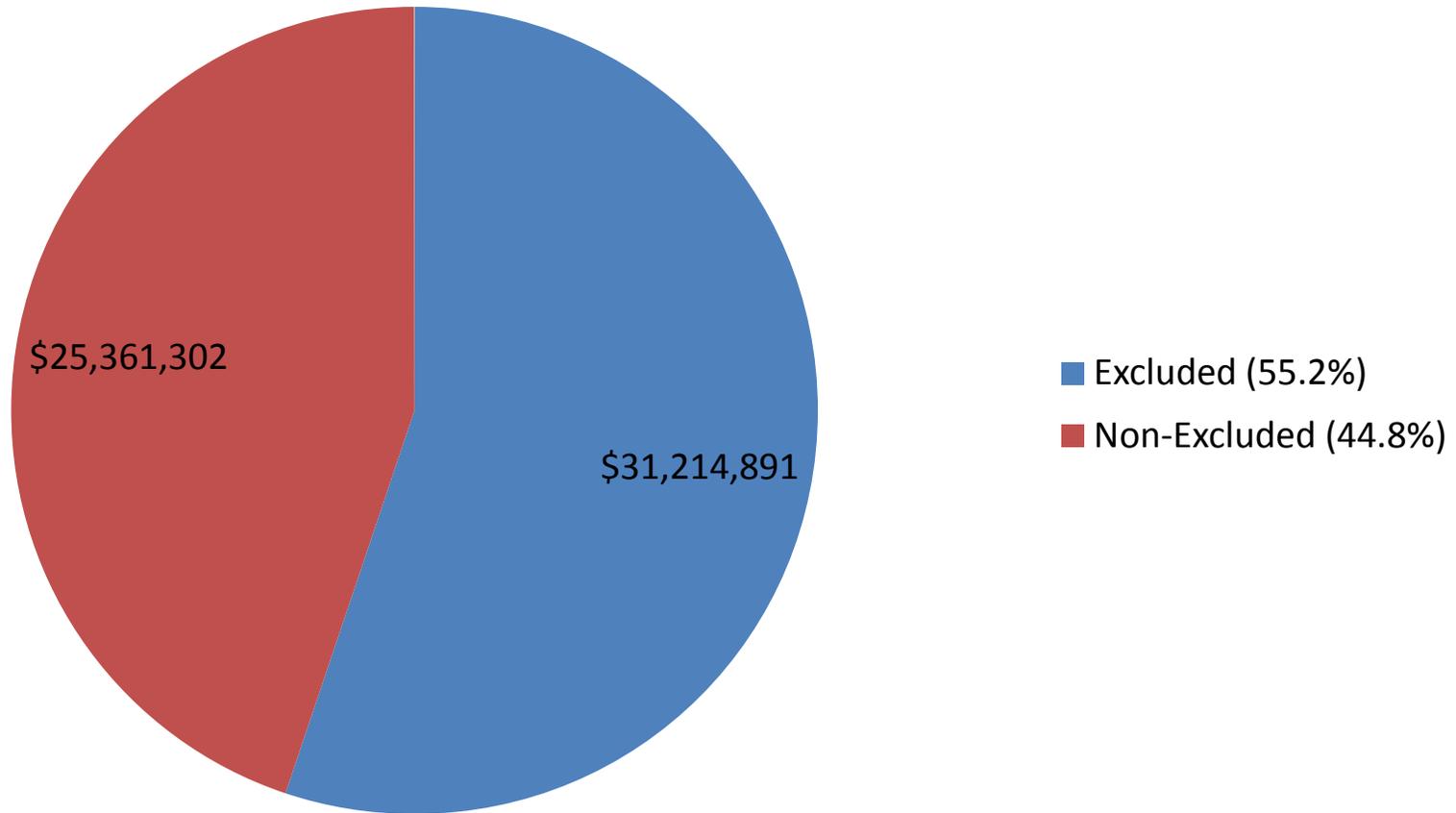
	2013	2014	2015	2016	2017	Thereafter	Total
<b><u>Non-Excluded Debt</u></b>							
Administration	294,500	274,500	274,500	199,500	194,500	332000	1,569,500
Public Safety	248,000	243,000	198,000	113,000	53,000	73000	928,000
Public Works	385,000	310,000	180,000	180,000	180,000	170000	1,405,000
Education	505,000	450,000	380,000	250,000	245,000	580000	2,410,000
Community Services	275,396	75,000	60,000	60,000	55,000	200000	725,396
Roads	1,987,500	1,607,500	1,557,500	1,357,500	917,500	2630000	10,057,500
Sewers	192,420	107,951	108,199	53,528	53,432	150376	665,906
Energy Savings	400,000	400,000	400,000	400,000	400,000	5600000	7,600,000
Subtotal	4,287,816	3,467,951	3,158,199	2,613,528	2,098,432	9,735,376	25,361,302
<b><u>Excluded Debt</u></b>							
Education	1,325,000	1,325,000	1,325,000	1,325,000	1,325,000	14705000	21,330,000
Community Services	525,000	525,000	525,000	525,000	525,000	3700000	6,325,000
Roads	450,000	450,000	250,000				1,150,000
Sewers	299,400	330,709	336,054	340,187	228,939	874602	2,409,891
Subtotal	2,599,400	2,630,709	2,436,054	2,190,187	2,078,939	19,279,602	31,214,891
Total	6,887,216	6,098,660	5,594,253	4,803,715	4,177,371	29,014,978	56,576,193

Note: We intend to issue \$6.9 million in authorized and unissued debt in May of 2013 that will offset the change in the maturity requirements fro FY2014 and thereafter.

# Debt by Purpose



# Excluded / Non-Excluded Debt



***Debt Outstanding as of June 30, 2012 \$56,576,193***

DESCRIPTION	FY2012 ACTUAL	FY2013 BUDGET	FY2014 REQUEST	FY2014 TA REC.	DOLLAR CHANGE	PERCENT CHANGE
<b>DEBT SERVICE</b>						
Principal & Interest On Debt	\$8,698,762.66	\$9,058,000.00	\$9,125,570.00	\$9,125,570.00	\$67,570.00	0.75%
<b>SUBTOTAL</b>	<b>\$8,698,762.66</b>	<b>\$9,058,000.00</b>	<b>\$9,125,570.00</b>	<b>\$9,125,570.00</b>	<b>\$67,570.00</b>	<b>0.75%</b>
<b>DEBT SERVICE</b>	<b>\$8,698,762.66</b>	<b>\$9,058,000.00</b>	<b>\$9,125,570.00</b>	<b>\$9,125,570.00</b>	<b>\$67,570.00</b>	<b>0.75%</b>

Section V-8  
FRINGE BENEFITS

**Town of Dedham**  
**Fiscal 2014 Town Administrator's Budget Message**

**BUDGET BY MAJOR FUNCTION**

**Fringe Benefits**

Contributory Pensions, Non-Contributory Pensions, Unemployment Insurance, Health Insurance, Health Insurance Offsets, Medicare, FICA Taxes, and Reserve for Salary Increase make up the Fringe Benefit function. The Fiscal 2014 recommendation is **\$15,105,531** or an overall increase of **\$746,086** or **5.20%**.

Health Insurance rates are projected to increase by 4% based upon an increased in approved rates for the new Rate Saver Plans we have implemented in FY2013. The Health Insurance Reform legislation was adopted by the Town and cooperatively implemented with the unions and retirees and resulted in a \$1.7 million savings to the town. As a result a of the agreement and as required a mitigation account was established, a Health Care Reimbursement Account (HRA) was established for \$485,000 to pay for certain increases in out of pocket hospital costs and offset extraordinary health care expenditures. The remainder of the savings was dedicated to our unfunded retiree health care liability known as Other Post Employment Benefit (OPEB) costs. The Board of Selectmen has adopted a policy of funding our OPEB liability, since it is a long term contractual obligation of the Town. The Governor has filed legislation, which if passed by the legislature, might reduce the increase in our liability. We will continue to monitor this legislation closely.

The Pension line items have increased by approximately \$500,000 or 14.2% which is a result of the Stock Market losses finally being folded into the actuarial valuation. Even with this increase we were required to extend our funding schedule to 2035, five years below the statutory maximum.

There are no FTE's in the Fringe Benefit Section.

The recommendation by Department for Fiscal 2014 is presented with the Fiscal 2013 Budget and actual expenditure amounts for Fiscal 2012, 2011 and 2010. A more detailed line item breakdown is also available and presented in the Fiscal 2014 Budget book provided to the Finance Committee members and will be on the Town's website.

DESCRIPTION	FY2012 ACTUAL	FY2013 BUDGET	FY2014 REQUEST	FY2014 TA REC.	DOLLAR CHANGE	PERCENT CHANGE
<b>EMPLOYEE BENEFITS</b>						
Pensions - Contributory	\$3,351,191.00	\$3,460,000.00	\$3,951,350.00	\$3,951,350.00	\$491,350.00	14.20%
Pensions - Non-Contributory (DPW)	\$12,772.92	\$13,000.00	\$15,000.00	\$15,000.00	\$2,000.00	15.38%
Pensions - Non-Contributory (School)	\$11,910.86	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Unemployment Payments	\$42,332.94	\$75,000.00	\$75,000.00	\$75,000.00	\$0.00	0.00%
Insurance & Hospitalization	\$9,760,044.81	\$9,508,055.00	\$9,916,380.00	\$9,916,380.00	\$408,325.00	4.29%
Medicare Tax	\$577,099.28	\$624,000.00	\$650,000.00	\$650,000.00	\$26,000.00	4.17%
Healthcare Mitigation	\$0.00	\$484,445.00	\$0.00	\$0.00	-\$484,445.00	-100.00%
Reserve For Salary Increase	\$0.00	\$194,945.00	\$497,801.00	\$497,801.00	\$302,856.00	155.35%
<b>SUBTOTAL</b>	<b>\$13,755,351.81</b>	<b>\$14,359,445.00</b>	<b>\$15,105,531.00</b>	<b>\$15,105,531.00</b>	<b>\$746,086.00</b>	<b>5.20%</b>
<b>FRINGE BENEFITS</b>	<b>\$13,755,351.81</b>	<b>\$14,359,445.00</b>	<b>\$15,105,531.00</b>	<b>\$15,105,531.00</b>	<b>\$746,086.00</b>	<b>5.20%</b>

SECTION VI  
CAPITAL IMPROVEMENTS

SECTION VII  
FULL-TIME EQUIVALENTS

**Town of Dedham**  
**FY 2014 Town Administrator's Budget Message**  
**PERSONNEL FULL-TIME EQUIVALENTS**

<b>DEPARTMENT</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>
<b>SELECTMEN/TOWN ADMINISTRATOR</b>					
Town Administrator	1	1	1	1	1
Assistant Town Administrator	1	1	1	1	1
Assistant to Administration	1	1	1	1	1
Administrative Assistant II	1	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>FINANCE COMMITTEE</b>					
Finance & Budget Assistant	1	1	1	0	0
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT OF FINANCE</b>					
Director of Finance	1	1	1	1	1
Deputy Director of Finance	1	1	1	1	1
Assistant Director of Finance	1	1	1	1	1
Asst to Director - Accounting & Financial Reporting	0	0	0	0	1
Asst to Director - Budget & Contract Management	0	0	0	0	1
Director of Technology	1	1	1	1	1
Assistant Director of Technology	1	1	1	1	1
Financial Analyst	0	0	0	1	0
Accounting Supervisor	1	1	1	1	0
Assistant Treasurer	1	1	1	1	1
Administrative Finance Clerk	1	1	1	1	0
Benefit Administrator	1	1	1	1	0
Transferred to Human Resources Department					
Payroll Administrator	1	1	1	1	1
Senior Tax Clerk	4	4	4	4	3
Senior Accounting Clerk	2	2	2	2	2
<b>TOTAL</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>17</b>	<b>14</b>
<b>BOARD OF ASSESSORS</b>					
Director of Assessing	1	1	1	1	1
Assistant Director of Assessing	1	1	1	1	1
Assessing Specialist	3	3	3	3	3
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>HUMAN RESOURCES</b>					
Human Resources Director	0	0	0	0	1
Benefit Administrator	0	0	0	0	1
Transferred from Finance Department					
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>TOWN CLERK</b>					
Town Clerk	1	1	1	1	1
Assistant Town Clerk	1	1	1	1	1
Administrative Assistant	2	2	2	2	2
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

**Town of Dedham**  
**FY 2014 Town Administrator's Budget Message**  
**PERSONNEL FULL-TIME EQUIVALENTS**

<b>DEPARTMENT</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>
<b>ECONOMIC DEVELOPMENT</b>					
Economic Development Director	1	1	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>PLANNING BOARD</b>					
Town Planner	1	1	1	1	1
Administrative Assistant I	1	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>CENTRAL ADMINISTRATION</b>					
Transferred to Central Facilities					
Facilities Manager	0.5	0.5	0.5	0	0
Custodian	1	1	1	0	0
Assistant Custodian	0.5	0.5	0.5	0	0
<b>TOTAL</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0</b>	<b>0</b>
<b>CENTRAL FACILITIES MAINTENANCE &amp; OPERATIONS</b>					
Facilities Director	0	0	0	1	1
Custodian	0	0	0	3	3
Assistant Custodian	0	0	0	1.0	1.0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4.5</b>	<b>4.5</b>
<b>POLICE DEPARTMENT</b>					
Chief	1	1	1	1	1
Lieutenant	4	4	4	4	4
Sergeant	9	9	9	9	9
Patrolman	46	46	46	46	46
Animal Control Officer / Parking Meter Attendant	0	0	0	0	1
Principal Assistant to the Police Chief	0	0	0	0	1
Administrative Assistant II	2	2	2	2	1
Custodian	1	1	1	0	0
Assistant Custodian	0.5	0.5	0.5	0	0
<b>TOTAL</b>	<b>63.5</b>	<b>63.5</b>	<b>63.5</b>	<b>62.0</b>	<b>63.0</b>
<b>FIRE DEPARTMENT</b>					
Chief	1	1	1	1	1
Deputy Chief	4	4	4	4	4
Lieutenant	9	9	9	9	13
Firefighter / Mechanic	1	1	1	1	0
Firefighter	49	49	49	49	46
Administrative Assistant II	1	1	1	1	1
<b>TOTAL</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>65</b>
<b>CIVILIAN DISPATCHERS</b>					
Civilian Supervisor of Dispatchers	1	1	1	1	1
Civilian Dispatcher	8	8	8	8	8
<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

**Town of Dedham**  
**FY 2014 Town Administrator's Budget Message**  
**PERSONNEL FULL-TIME EQUIVALENTS**

<b>DEPARTMENT</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>
<b>BUILDING DEPARTMENT</b>					
Building Commissioner	1	1	1	1	1
Assistant Building Inspector	1	1	1	1	1
Building Inspector / Code Enforcement	1	1	1	1	1
Electrical Inspector	1	1	1	1	1
Plumbing / Gas Inspector	1	1	1	1	1
Senior Clerk	0	0	0	1	1
Administrative Assistant I	1	1	1	0	0
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>CANINE CONTROL</b>					
Transferred to Police Department					
Canine Controller	1	1	1	1	0
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>CONSERVATION COMMISSION</b>					
Administrative Assistant II	0.76	0.76	0.76	1	0
Administrative Assistant & Social Media Coordinator	0	0	0	0	1
<b>TOTAL</b>	<b>0.76</b>	<b>0.76</b>	<b>0.76</b>	<b>1</b>	<b>1</b>
<b>ENVIRONMENTAL</b>					
Environmental Coordinator	1	1	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>DPW OPERATIONS COMBINED</b>					
Director of Public Works	1	1	1	1	1
Highway Superintendent	1	1	1	1	1
Cemetery Superintendent	1	1	1	1	1
Public Works Foreman	4	5	5	5	5
Special Motor Equipment Operator	13	12	12	12	12
Motor Equipment Repairman	1	1	1	1	2
Senior Clerk	0	0	0	0	1
Administrative Assistant I	1	1	1	1	0
<b>TOTAL</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>23</b>
<b>INFRASTRUCTURE ENGINEERING</b>					
Director of Infrastructure Engineering	1	1	1	1	1
Infrastructure Engineer	1	1	1	1	1
Field Engineer	1	1	1	1	1
GIS Manager	1	1	1	1	1
Senior Clerk	0	0	0	0	1
Administrative Assistant	1	1	1	1	0
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Town of Dedham**  
**FY 2014 Town Administrator's Budget Message**  
**PERSONNEL FULL-TIME EQUIVALENTS**

<b>DEPARTMENT</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>
<b>PUBLIC HEALTH DEPARTMENT</b>					
Health Director	1	1	1	1	1
Assistant Health Director	1	1	1	1	1
Public Health Nurse	0.6	0.6	0.6	0.6	0.6
Administrative Assistant I	1	1	1	1	1
<b>TOTAL</b>	<b>3.6</b>	<b>3.6</b>	<b>3.6</b>	<b>3.6</b>	<b>3.6</b>
<b>COUNCIL ON AGING</b>					
COA Director	1	1	1	1	1
Administrative Assistant II	1	1	1	1	1
COA Social Worker	1	1	1	1	1
Van Driver	0.9	0.9	0.9	0.9	1.7
<b>TOTAL</b>	<b>3.9</b>	<b>3.9</b>	<b>3.9</b>	<b>3.9</b>	<b>4.7</b>
<b>YOUTH COMMISSION</b>					
Youth Commission Director	1	1	1	1	1
Youth Coordinator	2	2	2	2	2
Administrative Assistant II	1	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>VETERANS AGENT</b>					
Veteran's Agent / Procurement Officer	1	1	1	0	0
Veteran's Agent	0	0	0	1	1
Administrative Assistant II	1	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>LIBRARY</b>					
Library Director	1	1	1	1	1
Administrative Assistant I	1	1	1	1	1
Custodian	1	1	1	1	1
Assistant Custodian	1	1	1	1	1
Library Page	3.2	2.0	2.0	2.0	1.2
Circulation Librarian	0	0	0	0	0
Circulation Supervisor	1	1	1	1	1
Adult Services Librarian	1	1	1	0	0
Reference Librarian	1	1	1	2	2
Technical Service Librarian	1	1	1	1	1
Children's Librarian	1	1	1	1	1
Children's / Branch Librarian	0	0	0	0	1
Library Assistants	6.6	6.1	6.1	6.1	6.1
Librarian (for Sunday)	0.2	0.2	0.2	0.2	0
<b>TOTAL</b>	<b>19.0</b>	<b>17.3</b>	<b>17.3</b>	<b>17.3</b>	<b>17.3</b>

**Town of Dedham**  
**FY 2014 Town Administrator's Budget Message**  
**PERSONNEL FULL-TIME EQUIVALENTS**

<b>DEPARTMENT</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>
<b>PARKS &amp; RECREATION DEPARTMENT</b>					
Parks & Recreation Director	1	1	1	1	1
Assistant Recreation Program Director	1	1	0.5	1	1
Administrative Assistant I	1	1	1	1	1
Swimming Pool Director	1	1	1	1	1
Public Works Foreman	1	1	1	1	1
Special Motor Equipment Operator	3	3	3	3	3
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>7.5</b>	<b>8</b>	<b>8</b>
<b>ENDICOTT ESTATE COMMISSION</b>					
Endicott Estate Manager	1	1	1	1	1
Event Coordinator	0	0	0	0	0.2
Caretaker	1.3	1	1	0	0
Security Guard	1.2	1.2	1.2	1.2	0.0
<b>TOTAL</b>	<b>3.5</b>	<b>3.2</b>	<b>3.2</b>	<b>2.2</b>	<b>1.2</b>
<b>GRAND TOTAL</b>	<b>252.3</b>	<b>250.3</b>	<b>249.8</b>	<b>250.5</b>	<b>250.3</b>

SECTION VIII  
COMPARATIVE DATA

TOWN OF DEDHAM  
FY 2014 TOWN ADMINISTRATOR'S BUDGET MESSAGE

**MUNICIPAL DATA COMPARISON**

**Population**

Shrewsbury	35,608
Natick	33,006
Needham	28,886
Norwood	28,602
North Andover	28,352
Saugus	26,628
Marshfield	25,132
Wakefield	24,932
<b>Dedham</b>	<b>24,729</b>
Walpole	24,070
Stoneham	21,437
Westwood	14,618

**Per Capita Income**

Needham	44,549
Westwood	41,553
Natick	36,358
North Andover	34,335
Walpole	32,117
Shrewsbury	31,570
Wakefield	30,369
Marshfield	28,768
<b>Dedham</b>	<b>28,199</b>
Norwood	27,720
Stoneham	27,599
Saugus	25,524

**EQV Per Capita**

	2010	2009	% Chg
Needham	267,619	266,227	-0.5%
Westwood	263,032	268,318	2.0%
Natick	215,776	220,233	2.0%
Marshfield	186,175	188,000	1.0%
<b>Dedham</b>	<b>177,988</b>	<b>177,299</b>	<b>-0.4%</b>
Walpole	168,195	172,561	2.5%
Norwood	165,444	166,275	0.5%
Wakefield	161,580	159,868	-1.1%
North Andover	157,320	160,681	2.1%
Stoneham	153,420	152,545	-0.6%
Saugus	150,358	143,267	-4.9%
Shrewsbury	142,223	149,068	4.6%

**FY12 Levy**

Needham	96,246,451
Natick	86,455,318
<b>Dedham</b>	<b>74,481,698</b>
North Andover	60,626,358
Norwood	57,489,721
Westwood	56,060,374
Wakefield	53,029,210
Shrewsbury	53,008,985
Walpole	52,602,379
Saugus	51,195,431
Marshfield	49,468,854
Stoneham	39,842,835

**FY12 New Growth**

Norwood	1,784,669
Needham	1,649,930
<b>Dedham</b>	<b>955,587</b>
Natick	846,384
Wakefield	752,781
North Andover	737,583
Walpole	607,341
Shrewsbury	603,407
Saugus	495,976
Marshfield	495,141
Westwood	453,976
Stoneham	279,658

**Levy as % of Revenues**

	FY11	FY10	% Chg
Westwood	77.54	76.89	0.8%
<b>Dedham</b>	<b>76.00</b>	<b>75.05</b>	<b>1.3%</b>
Needham	70.40	69.92	0.7%
North Andover	67.00	65.29	2.6%
Natick	65.98	66.72	-1.1%
Wakefield	65.55	65.30	0.4%
Walpole	65.35	65.91	-0.9%
Saugus	64.76	64.13	1.0%
Stoneham	59.61	60.61	-1.6%
Marshfield	58.44	56.50	3.4%
Shrewsbury	50.79	51.35	-1.1%
Norwood	37.23	35.29	5.5%

**Most Recent Free Cash**

Natick	5,899,906
Shrewsbury	5,845,970
Needham	3,380,269
Walpole	2,692,668
<b>Dedham</b>	<b>2,372,866</b>
Wakefield	1,623,667
Marshfield	1,223,910
Norwood	1,078,711
Westwood	985,616
North Andover	690,952
Stoneham	241,028
Saugus	(416,666)

**Most Recent Stabilization**

Needham	4,665,095
<b>Dedham</b>	<b>4,193,528</b>
Norwood	4,016,459
Natick	2,730,062
North Andover	2,222,033
Marshfield	1,990,645
Stoneham	1,741,890
Walpole	1,349,897
Wakefield	1,246,525
Westwood	1,216,019
Saugus	521,311
Shrewsbury	182,966

**Net State Aid**

	FY12	FY11	% Chg
Shrewsbury	19,691,506	19,918,207	-1.1%
Marshfield	15,205,573	15,252,829	-0.3%
Natick	9,434,111	9,439,615	-0.1%
Walpole	8,492,885	8,491,390	0.0%
Norwood	7,948,496	8,003,305	-0.7%
Needham	7,028,769	7,146,702	-1.7%
Wakefield	6,640,461	6,752,884	-1.7%
North Andover	6,464,260	6,276,829	3.0%
Stoneham	5,617,782	5,720,891	-1.8%
Saugus	5,589,781	5,714,644	-2.2%
<b>Dedham</b>	<b>4,391,595</b>	<b>4,298,154</b>	<b>2.2%</b>
Westwood	4,021,118	4,027,016	-0.1%

SECTION IX  
WARRANT ARTICLES

**APRIL 8, 2013**  
**SPECIAL TOWN MEETING WARRANT**

Article 1 – Unpaid Bills of Prior Year

Article 2 – Zoning Article – Temporary Moratorium on Medical Marijuana Treatment Centers

Article 3 – By Petition – Article requesting a vote to rescind the 2012 STM vote to create a Senior Center Site Committee; specifically, disband the committee, direct the Town to site a Senior Center at the Endicott Estate and rescind the \$50,000 appropriation

**MAY 20, 2013**  
**ANNUAL TOWN MEETING WARRANT**

- Article 1 – Election of Officers
- Article 2 – Collective Bargaining Agreements
- Article 3 – Operating Budget
- Article 4 – Capital Budget
- Article 5 – Salaries of Elected Officials
- Article 6 – Transfer of Unexpended Balances from Special Articles of Prior Years
- Article 7 – Outstanding Bills of a Prior Year
- Article 8 – Line Item Transfers
- Article 9 – Stabilization Fund
- Article 10 – Create Special Purpose Stabilization Funds
- Article 11 – Raise, appropriate or transfer monies to Special Purpose Stabilization Funds
- Article 12 – Appropriate money from Special Purpose Stabilization Funds
- Article 13 – Lease/purchase agreements
- Article 14 – Reports of committees
- Article 15 – Revolving funds
- Article 16 – Triennial certification of Real and Personal property
- Article 17 – Sewer Enterprise Fund
- Article 18 – Special Purpose Stabilization Fund for purposes of a Senior Center
- Article 19 – M.G.L. C. 32, Sec. 101 – supplemental annual allowance for widows of disabled public employees
- Article 20 – Accept Clauses 17D and 17E of M.G.L. Ch. 59, Sec. 5; real estate tax exemptions
- Article 21 – Zoning Amendment to Section 5.2 (Landscaping)
- Article 22 – Zoning Amendment to Section 9.5.2 (Major Site Plan Review)
- Article 23 – Zoning Amendment to Section 7.4.2 (Subsidiary Apartments)
- Article 24 – By Law Amendment (Noise)
- Article 25 – By Law Amendment (Fingerprinting)
- Article 26 – By Law Amendment (Capital Budget Process)
- Article 27 – By Law Amendment (Roll Call Votes at Town Meeting)
- Article 28 – Study Committee regarding sports-related concussions
- Article 29 – By Law Amendment (Records Retention)
- Article 30 – Removal of Fire Chief from Civil Service
- Article 31 – Creation of Deputy Police Chief Position

**MAY 20, 2013**  
**ANNUAL TOWN MEETING WARRANT**

Article 32 – Approve 347 High Street at Site for new Police Station

Article 33 – Alternate Members on the Conservation Commission

Article 34 – Legislation requesting Three (3) liquor licenses for Dedham Square

Article 35 – Inclusion in Departmental Annual Reports information on use of Town's website and modern communications technology.

Article 36 – Instruct School Committee to increase number of instructional hours

Article 37 – Rename the Major Capital Facilities Stabilization Fund

Article 38 – Verizon lease at Incinerator Road

SECTION X  
DEPARTMENT BUDGET REQUESTS &  
RECOMMENDATIONS

**DEPT 120: BOARD OF SELECTMEN / TOWN ADMINISTRATOR  
BUDGET SUMMARY**

Department Reports To: Board of Selectmen  
 Department Contact: William Keegan  
 Phone Number: 781-751-9100  
 Budget Submitted By: William Keegan  
 Position: Town Administrator

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$342,017.11	\$350,520.47	\$355,559.03	\$361,000.00	\$359,376.19	\$359,378.00	
Purchase of Services	\$44,586.37	\$25,491.90	\$26,468.61	\$27,100.00	\$56,945.00	\$55,345.00	
Supplies	\$2,140.81	\$2,646.34	\$2,084.08	\$600.00	\$600.00	\$600.00	
Other Charges & Expenses	\$22,577.21	\$25,307.32	\$23,960.75	\$23,800.00	\$27,106.00	\$27,106.00	
Bus Service Contract	\$55,000.00	\$55,000.00	\$75,000.00	\$99,740.00	\$0.00	\$0.00	Moved to Council On Aging
Annual Audit	\$55,000.00	\$50,500.00	\$60,000.00	\$75,000.00	\$75,000.00	\$75,000.00	
SNARC	\$7,300.00	\$6,205.00	\$5,750.00	\$5,750.00	\$5,750.00	\$5,750.00	
Liability & Property Insurance	\$545,557.05	\$610,945.69	\$604,671.23	\$688,200.00	\$742,761.00	\$742,761.00	
	<b>\$1,074,178.55</b>	<b>\$1,126,616.72</b>	<b>\$1,153,493.70</b>	<b>\$1,281,190.00</b>	<b>\$1,267,538.19</b>	<b>\$1,265,940.00</b>	

# DEPT 120: BOARD OF SELECTMEN / TOWN ADMINISTRATOR SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				<b>FY13 Budget:</b>
	Management	Board of Selectmen	\$2,890	\$2,890
	Management	Town Administrator	\$155,286	\$155,286
	Town Meeting	Advertise Warrants	\$4,500	\$4,500
	Annual Audit	Annual Audit	\$75,000	\$75,000
	Town Insurance	Town Insurance	\$742,761	\$742,761
	Management	Legal Notices	\$550	\$450
	Town Report	Printing	\$5,000	\$5,000
	Management	Tuition Reimbursement	\$2,000	\$2,000
	Management	Contractual Allowances	\$11,500	\$11,500
	Management	Meetings & Conferences	\$10,628	\$10,628
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Management	Assistant Town Adm. & Support	\$153,704	\$153,705
	Emergency Notification	Emergency Notification System	\$14,800	\$14,800
	Community Programs	SNARC	\$5,750	\$5,750
	Customer Service	Support Staff	\$47,496	\$47,497
	Management	Conferences & Associations	\$2,978	\$2,978
	Ceremonial	Proclamations & Awards	\$875	\$875
	Management	Administrative Costs	\$1,820	\$320
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Legislative	Charter & By-Laws Advertisement	\$30,000	\$30,000
		<b>TOTAL</b>	<b>\$1,267,538</b>	<b>\$1,265,940</b>

**DEPT 120: BOARD OF SELECTMEN / TOWN ADMINISTRATOR  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET						FY 2014 REQUESTED						FY14 RECOM- MEND			
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES		LONG- EVITY	WAGES TOTAL	
<b>BOARD OF SELECTMEN</b>																					
5110-122	Chairperson	Management	Chair	N/A	N/A	N/A	N/A	0.00	0.00	818.00	0.00	818.00	N/A	N/A	0.00	0.00	818.00	0.00	818.00	818.00	
	Board Members		Selectmen	N/A	N/A	N/A	N/A	0.00	0.00	2,072.00	0.00	2,072.00	N/A	N/A	0.00	0.00	2,072.00	0.00	2,072.00	2,072.00	
<b>Board of Selectmen</b>												2,890.00	0.00	2,890.00			2,890.00	0.00	2,890.00	2,890.00	
<b>TOWN ADMINISTRATOR</b>																					
5110-123	Town Administrator	Management	Keegan	N/A	N/A	1	N/A	5,557.69	26.1	144,500.00	230.00	145,285.77	1	N/A	5,557.69	26.1	144,500.00	230.00	145,285.77	145,286.00	
5190-196			Deferred Compensation					384.62	26	10,000.00	0.00	10,000.00			384.62	26	10,000.00	0.00	10,000.00	10,000.00	
<b>Town Administrator Salary</b>										1				154,500.00	230.00	155,285.77	1				155,286.00
<b>MANAGEMENT</b>																					
5110-124	Assistant Town Administrator	Management	Baker	M-7	N/A	1	7	3,687.16	26.1	96,234.88	390.00	96,624.88	1	7	3,687.16	26.1	96,234.88	390.00	96,624.88	96,625.00	
<b>Management Salaries</b>										1				96,234.88	390.00	96,624.88	1				96,625.00
<b>MANAGEMENT SUPPORT</b>																					
5110-128	Assistant to Administration	Management	Rizzo	MS-5	N/A	1	7	2,172.00	26.1	56,689.20	390.00	57,079.20	1	7	2,172.00	26.1	56,689.20	390.00	57,079.20	57,080.00	
<b>Management Support Salaries</b>										1				56,689.20	390.00	57,079.20	1				57,080.00
<b>SUPPORT STAFF</b>																					
5110-129	Admin Assistant II	Customer Service	LaBrecque	SS-2	N/A	1	7	1,753.50	26.1	45,766.35	230.00	45,996.35	1	7	1,753.50	26.1	45,766.35	230.00	45,996.35	45,997.00	
<b>Support Staff Salaries</b>										1				45,766.35	230.00	45,996.35	1				45,997.00
<b>OTHER PERSONNEL</b>																					
5120-120	Office Coverage	Customer Service	Per Diem	N/A	N/A	0	N/A	0.00	26.1	3,814.80	0.00	3,123.80	0	N/A	57.47	26.1	1,500.00	0.00	1,500.00	1,500.00	
<b>Other Personnel Salaries</b>														3,814.80	0.00	3,123.80					1,500.00
<b>PERSONNEL SERVICES</b>										4				359,895.23	1,240.00	361,000.00	4				357,580.42
																				1,240.00	359,376.19
																					359,378.00

**NOTES:**

**DEPT 120: BOARD OF SELECTMEN / TOWN ADMINISTRATOR  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-195	Tuition Reimbursement	\$500.00	\$175.00	\$715.00	\$250.00	\$0.00	\$0.00	Moved to Other Charges & Expenses
5300-154	Pre-Employment Physicals	\$250.00	\$970.00	\$1,595.00	\$750.00	\$0.00	\$0.00	Moved to Human Resources
5300-235	Emergency Notification System	\$7,279.15	\$15,273.43	\$14,800.00	\$14,800.00	\$14,800.00	\$14,800.00	
5300-300	Professional / Technical	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5300-305	Training	\$444.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5300-310	Advertising	\$4,663.30	\$3,578.70	\$7,610.60	\$5,000.00	\$6,450.00	\$4,950.00	
5340-340	Printing	\$8,648.92	\$5,494.77	\$1,748.01	\$6,300.00	\$35,695.00	\$35,595.00	
5380-382	Ambulance Housing	\$22,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		<b>\$44,586.37</b>	<b>\$25,491.90</b>	<b>\$26,468.61</b>	<b>\$27,100.00</b>	<b>\$56,945.00</b>	<b>\$55,345.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Item								
5300-235	Emergency Notification System							
	Emergency Notification System	Emergency	1	1	\$14,800.00	\$14,800.00	\$14,800.00	
					<b>Account Subtotal</b>	<b>\$14,800.00</b>	<b>\$14,800.00</b>	
5300-310	Advertising							
	Vacancies (MMA)	Mgmt	5	0	\$300.00	\$1,500.00	\$0.00	Moved to Human Resources
	Special Town Meeting Warrant	Town Mtg	1	1	\$1,500.00	\$1,500.00	\$1,500.00	
	Annual Town Meeting Warrant	Town Mtg	1	1	\$3,000.00	\$3,000.00	\$3,000.00	
	Legal Notices & RFPs	Mgmt	6	6	\$75.00	\$450.00	\$450.00	
					<b>Account Subtotal</b>	<b>\$6,450.00</b>	<b>\$4,950.00</b>	
5340-340	Printing							
	Business cards	Mgmt	8	8	\$40.00	\$320.00	\$320.00	
	Employment Law Postings	Mgmt	2	0	\$50.00	\$100.00	\$0.00	Moved to Human Resources
	Engravings	Ceremonial	5	5	\$55.00	\$275.00	\$275.00	
	Town Report	Town Report	1	1	\$5,000.00	\$5,000.00	\$5,000.00	
	Charter Update	Legislative	1	1	\$15,000.00	\$15,000.00	\$15,000.00	
	Codification	Legislative	1	1	\$15,000.00	\$15,000.00	\$15,000.00	
					<b>Account Subtotal</b>	<b>\$35,695.00</b>	<b>\$35,595.00</b>	

**DEPT 120: BOARD OF SELECTMEN / TOWN ADMINISTRATOR  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$1,795.06	\$2,066.08	\$2,084.08	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
5420-429	Office Supplies, Specialized	\$345.75	\$580.26	\$0.00	\$600.00	\$600.00	\$600.00	
		<b>\$2,140.81</b>	<b>\$2,646.34</b>	<b>\$2,084.08</b>	<b>\$600.00</b>	<b>\$600.00</b>	<b>\$600.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5420-429	Office Supplies, Specialized							
	Proclamations & Awards	Ceremonial	6	6	\$60.00	\$360.00	\$360.00	
	Plaques	Ceremonial	12	12	\$20.00	\$240.00	\$240.00	
					<b>Account Subtotal</b>	<b>\$600.00</b>	<b>\$600.00</b>	



**DEPT 120: BOARD OF SELECTMEN / TOWN ADMINISTRATOR  
 BUS SERVICE**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5380-381	Bus Contract	\$55,000.00	\$55,000.00	\$75,000.00	\$99,740.00	\$0.00	\$0.00	Moved to Council On Aging
		\$55,000.00	\$55,000.00	\$75,000.00	\$99,740.00	\$0.00	\$0.00	

**DEPT 120: BOARD OF SELECTMEN / TOWN ADMINISTRATOR  
ANNUAL TOWN AUDIT**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-135	Audit Services	\$55,000.00	\$50,500.00	\$60,000.00	\$75,000.00	\$75,000.00	\$75,000.00	
		<b>\$55,000.00</b>	<b>\$50,500.00</b>	<b>\$60,000.00</b>	<b>\$75,000.00</b>	<b>\$75,000.00</b>	<b>\$75,000.00</b>	

ACCOUNT DETAIL			Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Item	Service						
5300-135	Audit Services							
	Audit	Audit	1	1	\$75,000.00	\$75,000.00	\$75,000.00	
	<b>Account Subtotal</b>					<b>\$75,000.00</b>	<b>\$75,000.00</b>	

**DEPT 120: BOARD OF SELECTMEN / TOWN ADMINISTRATOR  
SNARC**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-549	SNARC	\$7,300.00	\$6,205.00	\$5,750.00	\$5,750.00	\$5,750.00	\$5,750.00	
		<b>\$7,300.00</b>	<b>\$6,205.00</b>	<b>\$5,750.00</b>	<b>\$5,750.00</b>	<b>\$5,750.00</b>	<b>\$5,750.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES	
	Item								
5300-549	SNARC								
	SNARC	Community	5,750	5,750	\$1.00	\$5,750.00	\$5,750.00		
		<b>Account Subtotal</b>					<b>\$5,750.00</b>	<b>\$5,750.00</b>	

**DEPT 120: BOARD OF SELECTMEN / TOWN ADMINISTRATOR  
LIABILITY & PROPERTY INSURANCE**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5740-740	Umbrella Liability	\$22,993.00	\$83,627.00	\$19,348.00	\$23,000.00	\$17,661.00	\$17,661.00	
5740-741	Public Officials Liability	\$18,957.05	\$19,203.69	\$21,191.00	\$22,000.00	\$22,206.00	\$22,206.00	
5740-742	School Officials Liability	\$6,012.00	\$5,970.00	\$16,644.00	\$6,875.00	\$7,563.00	\$7,563.00	
5740-743	Police Liability	\$10,762.00	\$10,762.00	\$7,776.00	\$8,104.00	\$8,915.00	\$8,915.00	
5740-744	Automobile Liability	\$61,414.00	\$61,798.00	\$59,090.00	\$65,840.00	\$72,424.00	\$72,424.00	
5740-745	General Liability	\$20,930.00	\$19,674.00	\$30,966.00	\$35,196.00	\$38,716.00	\$38,716.00	
5740-746	Building / Equipment Insurance	\$92,039.00	\$29,522.00	\$92,439.00	\$118,638.00	\$130,502.00	\$130,502.00	
5740-747	Workers Comp Re-Insurance	\$312,400.00	\$368,497.00	\$346,692.23	\$396,347.00	\$431,354.00	\$431,354.00	
5740-748	Administration Fees	\$50.00	\$11,892.00	\$10,525.00	\$12,200.00	\$13,420.00	\$13,420.00	
		<b>\$545,557.05</b>	<b>\$610,945.69</b>	<b>\$604,671.23</b>	<b>\$688,200.00</b>	<b>\$742,761.00</b>	<b>\$742,761.00</b>	
<b>ACCOUNT DETAIL</b>			<b>Qty.</b>	<b>Qty.</b>		<b>FY14</b>	<b>FY14 TA</b>	
	<b>Item</b>	<b>Service</b>	<b>Request</b>	<b>Recom.</b>	<b>Cost</b>	<b>REQUEST</b>	<b>RECOMMEND</b>	<b>NOTES</b>
5740-740	Umbrella Liability							
	Umbrella Liability	Community	16,055	16,055	\$1.00	\$16,055.00	\$16,055.00	
	Rate Increase	Community	10%	10%	\$16,055.00	\$1,605.50	\$1,605.50	
						<b>Account Subtotal</b>	<b>\$17,660.50</b>	<b>\$17,660.50</b>
5740-741	Public Officials Liability							
	Public Officials Liability	Community	20,187	20,187	\$1.00	\$20,187.00	\$20,187.00	
	Rate Increase	Community	10%	10%	\$20,187.00	\$2,018.70	\$2,018.70	
						<b>Account Subtotal</b>	<b>\$22,205.70</b>	<b>\$22,205.70</b>
5740-742	School Officials Liability							
	School Officials Liability	Community	6,875	6,875	\$1.00	\$6,875.00	\$6,875.00	
	Rate Increase	Community	10%	10%	\$6,875.00	\$687.50	\$687.50	
						<b>Account Subtotal</b>	<b>\$7,562.50</b>	<b>\$7,562.50</b>
5740-743	Police Liability							
	Police Liability	Community	8,104	8,104	\$1.00	\$8,104.00	\$8,104.00	
	Rate Increase	Community	10%	10%	\$8,104.00	\$810.40	\$810.40	
						<b>Account Subtotal</b>	<b>\$8,914.40</b>	<b>\$8,914.40</b>
5740-744	Automobile Liability							
	Automobile Liability	Community	65,840	65,840	\$1.00	\$65,840.00	\$65,840.00	
	Rate Increase	Community	10%	10%	\$65,840.00	\$6,584.00	\$6,584.00	
						<b>Account Subtotal</b>	<b>\$72,424.00</b>	<b>\$72,424.00</b>
5740-745	General Liability							
	General Liability	Community	35,196	35,196	\$1.00	\$35,196.00	\$35,196.00	
	Rate Increase	Community	10%	10%	\$35,196.00	\$3,519.60	\$3,519.60	
						<b>Account Subtotal</b>	<b>\$38,715.60</b>	<b>\$38,715.60</b>
5740-746	Building / Equipment Insurance							
	Building / Equipment Insurance	Community	118,638	118,638	\$1.00	\$118,638.00	\$118,638.00	
	Rate Increase	Community	10%	10%	\$118,638.00	\$11,863.80	\$11,863.80	
						<b>Account Subtotal</b>	<b>\$130,501.80</b>	<b>\$130,501.80</b>
5740-747	Workers Comp Re-Insurance							
	Workers Comp Re-Insurance	Community	392,140	392,140	\$1.00	\$392,139.53	\$392,139.53	
	Rate Increase	Community	10%	10%	\$392,139.53	\$39,213.95	\$39,213.95	
						<b>Account Subtotal</b>	<b>\$431,353.48</b>	<b>\$431,353.48</b>
5740-748	Administration Fees							
	Administration Fees	Community	12,200	12,200	\$1.00	\$12,200.00	\$12,200.00	
	Rate Increase	Community	10%	10%	\$12,200.00	\$1,220.00	\$1,220.00	
						<b>Account Subtotal</b>	<b>\$13,420.00</b>	<b>\$13,420.00</b>

**DEPT 130: FINANCE  
BUDGET SUMMARY**

Department Reports To: Town Administrator  
 Department Contact: Mariellen Murphy  
 Phone Number: 781-751-9150  
 Budget Submitted By: Mariellen Murphy  
 Position: Director of Finance

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$859,658.09	\$940,969.15	\$996,829.27	\$1,055,000.00	\$1,102,372.50	\$957,223.00	
Purchase of Services	\$343,549.84	\$345,089.31	\$332,818.26	\$411,900.00	\$489,410.00	\$489,410.00	
Supplies	\$46,104.52	\$43,230.29	\$36,480.42	\$37,566.00	\$31,900.00	\$31,900.00	
Other Charges & Expenses	\$2,645.72	\$3,277.06	\$3,522.11	\$13,000.00	\$17,630.00	\$17,630.00	
	<b>\$1,251,958.17</b>	<b>\$1,332,565.81</b>	<b>\$1,369,650.06</b>	<b>\$1,517,466.00</b>	<b>\$1,641,312.50</b>	<b>\$1,496,163.00</b>	

# DEPT 130: FINANCE

## SERVICE LEVEL SUMMARY

### SUMMARY OF SERVICE COMPONENTS

Rank	Service	Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
1	Treasury & Collections	Treasurer / Collector Acting & Replacement	\$259,175	\$259,177
		Lock Box	\$7,500	\$7,500
		Tax Liens Recording & Notice	\$5,000	\$5,000
		Bank Service	\$3,000	\$3,000
		Surety Bonds	\$2,300	\$2,300
		Certification of Notes	\$2,700	\$2,700
		Dedham Water Tapes	\$5,500	\$5,500
		Tax Collections Software	\$29,500	\$29,500
2	Accounting	AP Processing Staff	\$103,935	\$103,936
3	Accounting	Accounting Staff for Financial Reporting	\$64,760	\$64,761
		Surety Bond	\$100	\$100
		Accounting Software	\$25,000	\$25,000
4	Benefits & Payroll	Payroll Service Contract	\$32,000	\$32,000
5	Financial Management	Finance Director	\$125,188	\$125,188
		Surety Bond	\$100	\$100
<b>Subtotal</b>			<b>\$665,758</b>	<b>\$665,762</b>
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
6	Treasury & Collections	Collections Window Service Staff	\$193,182	\$147,986
7	Benefits & Payroll	Benefits and Payroll Staff	\$105,994	\$50,152
8	Information Technology	IT Software, Hardware, & Infrastructure Maintenance	\$205,460	\$205,460
9	Information Technology	IT Equipment Purchases & Replacements	\$17,500	\$17,500
10	Information Technology	IT Management Staff	\$147,459	\$147,460
11	Budget	Budget Salaries	\$53,630	\$53,630
12	Accounting	Consulting Services, Financial Advisor	\$6,650	\$6,650
13	Financial Management	Consulting Services, Actuarial / Ratings / Risk Management / OPEB	\$37,500	\$37,500
14	Information Technology	Staff Trainings & Professional Associations	\$8,425	\$8,425
15	Treasury & Collections	Staff Trainings & Professional Associations	\$1,870	\$1,870
16	Accounting	Staff Trainings & Professional Associations	\$9,235	\$9,235
17	Budget	Professional Associations	\$600	\$600
18	Accounting	Temporary Support	\$4,953	\$4,954
19	Information Technology	Departmental Support Software Services	\$105,250	\$105,250
<b>Subtotal</b>			<b>\$897,708</b>	<b>\$796,671</b>
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
20	Treasury & Collections	Outsource Inter-Dept Lock Box Receipts	\$4,500	\$4,500
21	Budget	GFOA Budget Review	\$850	\$850
22	Procurement	Enhanced Contract Management Staff	\$4,489	\$4,490
23	Performance	Performance Measurement Program Staff	\$4,489	\$4,490
24	Information Technology	Hire Help Desk Technician	\$44,117	\$0
25	Information Technology	Purchase iPads	\$14,400	\$14,400
26	Treasury & Collections	Sell Tax Liens	\$5,000	\$5,000
<b>Subtotal</b>			<b>\$77,846</b>	<b>\$33,729</b>
<b>TOTAL</b>			<b>\$1,641,312</b>	<b>\$1,496,163</b>

**DEPT 130: FINANCE  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM-MEND	
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL		
<b>DIRECTOR OF FINANCE</b>																					
5110-133	Director of Finance	Financial Management	Murphy	N/A	N/A	1	N/A	4,576.92	26.1	119,000.00	230.00	119,687.69	1	N/A	4,576.92	26.1	119,000.00	230.00	119,687.69	119,688.00	
5190-196			Deferred Compensation					211.54	26.0	5,500.00	0.00	5,500.00		N/A	211.54	26.0	5,500.00	0.00	5,500.00	5,500.00	
Director of Finance Salary						1				124,500.00	230.00	125,187.69	1				124,500.00	230.00	125,187.69	125,188.00	
<b>MANAGEMENT</b>																					
5110-134	Deputy Director	Treasury & Collections	Reyes	M-9	N/A	1	7	4,130.06	26.1	107,794.57	230.00	108,024.57	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	
			Vacant			0	N/A	0.00	26.1	0.00	0.00	0.00	1	1	3,367.82	26.1	87,900.10	0.00	87,900.10	87,901.00	
5110-135	Asst Dir, Accounting & Reporting	Accounting	Shaw	M-4	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	1	2	2,481.24	26.1	64,760.36	0.00	64,760.36	64,761.00	
5110-136	Asst Director of Finance	Treasury & Collections	Ralph	M-5	7/1	1	6	3,120.72	26.1	81,450.79	0.00	81,450.79	1	7	3,228.42	26.1	84,261.76	0.00	84,261.76	84,262.00	
	Acting Collector			N/A	N/A			N/A	0.00	0.00	0.00	0.00	1	N/A	250.00	26.1	6,525.00	0.00	6,525.00	6,525.00	
5110-137	Asst Dir, Budget & Contract Mgmt	Budget & Contract Management	Howell	M-4	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	1	1	2,398.78	26.1	62,608.16	0.00	62,608.16	62,609.00	
	Financial Analyst			M-2		1	2	1,986.74	26.1	51,853.91	0.00	51,853.91	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	
5110-155	Director Technology	Information Technology	Barnes	M-4	N/A	1	7	2,938.84	26.1	76,703.72	230.00	76,933.72	1	7	2,938.84	26.1	76,703.72	230.00	76,933.72	76,934.00	
5110-156	Asst Director, Technology	Information Technology	Pohl-Scot	M-2	N/A	1	7	2,351.56	26.1	61,375.72	150.00	61,525.72	1	7	2,351.56	26.1	61,375.72	150.00	61,525.72	61,526.00	
5110-157	IT Help Desk Technician	Information Technology	Vacant	M-1	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	1	1	1,690.32	26.1	44,117.35	0.00	44,117.35	0.00	
Management Salaries						5				379,178.71	610.00	379,788.71	7				488,252.18	380.00	488,632.18	444,518.00	
<b>TECHNICAL STAFF</b>																					
5110-135	Accounting Supervisor	Accounting	Bowler	TS-3	N/A	1	7	2,289.75	26.1	59,762.48	630.00	60,392.48	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	
	Assistant Treasurer			TS-3	7/1		N/A	0.00	26.1	0.00	0.00	0.00	1	7	2,289.75	26.1	59,762.48	390.00	60,152.48	60,153.00	
5110-147	Out-Of-Grade	Treasury & Collections	Bowse	M-5	7/1	1	N/A	0.00	26.1	0.00	0.00	0.00	1	3	529.15	26.1	13,810.82	0.00	13,810.82	13,811.00	
	Acting Treasurer			N/A	N/A			7	2,289.75	26.1	59,762.48	390.00	60,152.48		N/A	250.00	26.1	6,525.00	0.00	6,525.00	6,525.00
5110-149	Senior Admin Clerk	Treasury & Collections	MacLean	TS-2	N/A	1	7	2,130.75	26.1	55,612.58	310.00	55,922.58	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	
			Vacant		7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	1	1	1,731.75	26.1	45,198.68	0.00	45,198.68	0.00	
5110-149	Senior Tax Clerk	Treasury & Collections	Niland	TS-1	N/A	1	7	1,980.75	26.1	51,697.58	150.00	51,847.58	1	7	1,980.75	26.1	51,697.58	150.00	51,847.58	51,848.00	
5110-149	Senior Tax Clerk	Treasury & Collections	Craven	TS-1	N/A	1	7	1,980.75	26.1	51,697.58	150.00	51,847.58	1	7	1,980.75	26.1	51,697.58	150.00	51,847.58	51,848.00	
5110-149	Senior Tax Clerk	Treasury & Collections	Joyce	TS-1	N/A	1	7	1,980.75	26.1	51,697.58	390.00	52,087.58	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	
5110-149	Senior Tax Clerk	Treasury & Collections	Matar	TS-1	1/1	0	N/A	0.00	13.05	0.00	0.00	0.00	1	3	1,725.75	13.05	22,521.04	0.00	22,521.04	22,522.00	
								0.00	13.05	0.00	0.00	0.00	2	2	1,668.00	13.05	21,767.40	0.00	21,767.40	21,768.00	
5110-149	Senior Accounting Clerk	Accounting	Dukas	TS-1	N/A	1	7	1,980.75	26.1	51,697.58	230.00	51,927.58	1	7	1,980.75	26.1	51,697.58	230.00	51,927.58	51,928.00	
5110-149	Senior Accounting Clerk	Accounting	Haggerty	TS-1	N/A	1	7	1,980.75	26.1	51,697.58	230.00	51,927.58	1	7	1,980.75	26.1	51,697.58	310.00	52,007.58	52,008.00	
5110-159	Benefits Coordinator	Benefits & Payroll	Deegan	TS-2	N/A	1	7	2,130.75	26.1	55,612.58	230.00	55,842.58	1	7	2,130.75	26.1	55,612.58	230.00	55,842.58	0.00	
5110-159	Payroll Administrator	Benefits & Payroll	Munchbach	TS-2	7/1	1	3	1,855.50	26.1	48,428.55	0.00	48,428.55	1	4	1,921.50	26.1	50,151.15	0.00	50,151.15	50,152.00	
Technical Staff Salaries						10				537,666.53	2,710.00	540,376.53	9				482,139.43	1,460.00	483,599.43	382,563.00	
<b>OTHER PERSONNEL</b>																					
5120-130	Seasonal Workers	Accounting		N/A	N/A	0						9,647.07	0	N/A	707.60	7.0	4,953.20	0.00	4,953.20	4,954.00	
Other Personnel Salaries						0				0.00	0.00	9,647.07	0				4,953.20	0.00	4,953.20	4,954.00	
<b>PERSONNEL SERVICES</b>						<b>16</b>				<b>1,041,345.24</b>	<b>3,550.00</b>	<b>1,055,000.00</b>	<b>17</b>				<b>1,097,368.21</b>	<b>2,070.00</b>	<b>1,102,372.50</b>	<b>957,223.00</b>	

**NOTES:**

Reclassified Accounting Supervisor (TS-3) to Assistant Director, Accounting & Financial Reporting (M-4)  
Request to reclassify Financial Analyst (M-2) to Assistant Director, Budget & Management (M-4)

TA Recommend moving Benefits Coordinator to Human Resources Department.

**DEPT 130: FINANCE  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-130	Payroll	\$28,000.37	\$28,052.87	\$28,462.26	\$35,000.00	\$32,000.00	\$32,000.00	
5300-131	Lock Box	\$6,498.03	\$7,145.45	\$6,462.44	\$7,500.00	\$12,000.00	\$12,000.00	
5300-132	Certification of Notes	\$0.00	\$0.00	\$799.00	\$0.00	\$2,700.00	\$2,700.00	
5300-133	Tax Lien	\$737.64	\$2,947.75	\$4,547.00	\$10,000.00	\$10,000.00	\$10,000.00	
5300-134	Bank Service Fees	\$8,356.35	\$2,459.26	\$2,154.47	\$5,000.00	\$3,000.00	\$3,000.00	
5300-136	Dedham Water Tapes	\$5,211.45	\$5,220.15	\$3,921.90	\$5,500.00	\$5,500.00	\$5,500.00	
5300-155	Software Support	\$82,894.32	\$87,972.17	\$86,850.93	\$158,400.00	\$249,210.00	\$249,210.00	
5300-156	Hardware Support	\$102,505.37	\$101,189.42	\$70,728.14	\$75,000.00	\$93,000.00	\$93,000.00	
5300-157	Network / Server Support	\$65,951.64	\$67,011.33	\$79,282.70	\$63,000.00	\$23,000.00	\$23,000.00	
5300-300	Professional / Technical	\$27,987.76	\$28,194.96	\$34,588.67	\$45,000.00	\$45,000.00	\$45,000.00	
5300-305	Training	\$6,375.96	\$5,895.95	\$6,020.75	\$6,500.00	\$14,000.00	\$14,000.00	
5300-320	Equipment Maintenance	\$30.95	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	
5780-790	Staff Reimbursements	\$9,000.00	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	Moved to Car Allowance
		<b>\$343,549.84</b>	<b>\$345,089.31</b>	<b>\$332,818.26</b>	<b>\$411,900.00</b>	<b>\$489,410.00</b>	<b>\$489,410.00</b>	

ACCOUNT DETAIL		Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-130	Payroll						
	Harper's Payroll, Monthly Service	Benefits	12	12	\$2,400.00	\$28,800.00	\$28,800.00
	Harper's Payroll, Misc Services	Benefits	4	4	\$800.00	\$3,200.00	\$3,200.00
					<b>Account Subtotal</b>	<b>\$32,000.00</b>	<b>\$32,000.00</b>
5300-131	Lock Box						
	Lock Box Collections, Monthly	Collections	12	12	\$625.00	\$7,500.00	\$7,500.00
	Inter-Dept Receipts, Monthly	Collections	12	12	\$375.00	\$4,500.00	\$4,500.00
					<b>Account Subtotal</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>
5300-132	Certification of Notes						
	MWPA	Treasury	1	1	\$1,350.00	\$1,350.00	\$1,350.00
	MWPA	Treasury	1	1	\$1,350.00	\$1,350.00	\$1,350.00
					<b>Account Subtotal</b>	<b>\$2,700.00</b>	<b>\$2,700.00</b>
5300-133	Tax Lien						
	Tax Liens Recording & Notice	Collections	1	1	\$5,000.00	\$5,000.00	\$5,000.00
	Tax Lien Sales	Collections	1	1	\$5,000.00	\$5,000.00	\$5,000.00
					<b>Account Subtotal</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>
5300-134	Bank Service Fees						
	Dedham Savings	Treasury	1	1	\$1,000.00	\$1,000.00	\$1,000.00
	MMDT	Treasury	1	1	\$1,000.00	\$1,000.00	\$1,000.00
	Rockland Trust	Treasury	1	1	\$1,000.00	\$1,000.00	\$1,000.00
					<b>Account Subtotal</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>
5300-136	Dedham Water Tapes						
	Sewer Billing Reports	Collections	1	1	\$5,500.00	\$5,500.00	\$5,500.00
					<b>Account Subtotal</b>	<b>\$5,500.00</b>	<b>\$5,500.00</b>
5300-155	Software Support						
	Finance - Accounting Software	Accounting	1	1	\$25,000.00	\$25,000.00	\$25,000.00
	Finance - Revenue Software	Collections	1	1	\$29,500.00	\$29,500.00	\$29,500.00
	Assessors Database & Website	IT Dept Support	1	1	\$9,300.00	\$9,300.00	\$9,300.00
	Building Licensing & Permits	IT Dept Support	1	1	\$21,000.00	\$21,000.00	\$21,000.00
	Dispatch CAD Software	IT Dept Support	1	1	\$2,300.00	\$2,300.00	\$2,300.00
	Fire - Computer-Aided Dispatch	IT Dept Support	1	1	\$5,000.00	\$5,000.00	\$5,000.00
	Fire - Database	IT Dept Support	1	1	\$5,000.00	\$5,000.00	\$5,000.00
	Fire - Fleet Maintenance	IT Dept Support	1	1	\$1,500.00	\$1,500.00	\$1,500.00
	Fire - Mobile data terminals	IT Dept Support	1	1	\$2,000.00	\$2,000.00	\$2,000.00
	GIS - Mapping	IT Dept Support	1	1	\$8,000.00	\$8,000.00	\$8,000.00
	GIS - Mobile applications	IT Dept Support	1	1	\$5,650.00	\$5,650.00	\$5,650.00
	Police - Incident reporting	IT Dept Support	1	1	\$22,000.00	\$22,000.00	\$22,000.00
	Registry of Deeds	IT Dept Support	1	1	\$1,500.00	\$1,500.00	\$1,500.00
	iPad data plan	IT Dept Support	10	10	\$600.00	\$6,000.00	\$6,000.00
	Web Support, Hosting & URL	Info. Tech.	1	1	\$3,350.00	\$3,350.00	\$3,350.00
	Email Support	Info. Tech.	1	1	\$3,400.00	\$3,400.00	\$3,400.00
	Database Reporting Software	Info. Tech.	1	1	\$2,000.00	\$2,000.00	\$2,000.00
	Server Offsite Backup	Info. Tech.	1	1	\$40,000.00	\$40,000.00	\$40,000.00
	Computer Security Software	Info. Tech.	1	1	\$14,800.00	\$14,800.00	\$14,800.00
	Computer Backup Software	Info. Tech.	1	1	\$5,600.00	\$5,600.00	\$5,600.00
	Remote Meeting Software	Info. Tech.	1	1	\$14,200.00	\$14,200.00	\$14,200.00
	Misc. Program Support	Info. Tech.	1	1	\$22,110.00	\$22,110.00	\$22,110.00
					<b>Account Subtotal</b>	<b>\$249,210.00</b>	<b>\$249,210.00</b>
5300-156	Hardware Support						
	Copiers and Printers	Info. Tech.	1	1	\$27,000.00	\$27,000.00	\$27,000.00
	Computer Support	Info. Tech.	1	1	\$20,000.00	\$20,000.00	\$20,000.00
	Computer Support	Info. Tech.	1	1	\$3,000.00	\$3,000.00	\$3,000.00
	Internet Support & Backup	Info. Tech.	1	1	\$11,000.00	\$11,000.00	\$11,000.00
	Help Desk 24/7 Support (Police)	IT Dept Support	1	1	\$16,000.00	\$16,000.00	\$16,000.00
	Help Desk Support (Town-Wide)	Info. Tech.	1	1	\$16,000.00	\$16,000.00	\$16,000.00
					<b>Account Subtotal</b>	<b>\$93,000.00</b>	<b>\$93,000.00</b>
5300-157	Network / Server Support						
	Network & Server Support	Info. Tech.	1	1	\$23,000.00	\$23,000.00	\$23,000.00
					<b>Account Subtotal</b>	<b>\$23,000.00</b>	<b>\$23,000.00</b>
5300-300	Professional / Technical						
	Financial Advisor	Accounting	38	38	\$175.00	\$6,650.00	\$6,650.00
	GFOA Budget Review	Budget	1	1	\$850.00	\$850.00	\$850.00
	OPEB & Health Insurance	Fin. Mgmt.	50	50	\$150.00	\$7,500.00	\$7,500.00
	Actuarial Services	Fin. Mgmt.	50	50	\$150.00	\$7,500.00	\$7,500.00
	Bond Rating Agencies	Fin. Mgmt.	50	50	\$150.00	\$7,500.00	\$7,500.00
	Official Statement	Fin. Mgmt.	50	50	\$150.00	\$7,500.00	\$7,500.00
	Risk Management	Fin. Mgmt.	50	50	\$150.00	\$7,500.00	\$7,500.00
					<b>Account Subtotal</b>	<b>\$45,000.00</b>	<b>\$45,000.00</b>
5300-305	Training						
	IT (MS Suite, Zimbra, VMware)	Info. Tech.	2	2	\$4,000.00	\$8,000.00	\$8,000.00
	Advanced Excel	Accounting	3	3	\$2,000.00	\$6,000.00	\$6,000.00
					<b>Account Subtotal</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>

**DEPT 130: FINANCE  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$16,426.16	\$12,322.25	\$8,636.24	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
5580-156	Hardware	\$0.00	\$0.00	\$0.00	\$7,566.00	\$0.00	\$0.00	
5580-158	Computer Supplies	\$29,678.36	\$30,908.04	\$27,844.18	\$30,000.00	\$31,900.00	\$31,900.00	
		<b>\$46,104.52</b>	<b>\$43,230.29</b>	<b>\$36,480.42</b>	<b>\$37,566.00</b>	<b>\$31,900.00</b>	<b>\$31,900.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
ACCT NUMBER	Item							
5580-158	Computer Supplies							
	iPad, Assessor	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Treasurer/Collector	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Town Accountant	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Finance Committee	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Town Clerk	Info. Tech.	2	2	\$800.00	\$1,600.00	\$1,600.00	
	iPad, Planning	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Human Resources	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Facilities	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Building	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Engineering	Info. Tech.	3	3	\$800.00	\$2,400.00	\$2,400.00	
	iPad, COA	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Veterans	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Library	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Parks & Recreation	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	iPad, Endicott Estate	Info. Tech.	1	1	\$800.00	\$800.00	\$800.00	
	Replacement Machines	Info. Tech.	10	10	\$1,000.00	\$10,000.00	\$10,000.00	
	Peripheral Supplies	Info. Tech.	150	150	\$50.00	\$7,500.00	\$7,500.00	
					<b>Account Subtotal</b>	<b>\$31,900.00</b>	<b>\$31,900.00</b>	

**DEPT 130: FINANCE  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-195	Car Allowance	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00	\$9,000.00	
5300-330	Meeting & Conference Fees	\$789.43	\$863.71	\$1,209.23	\$950.00	\$3,555.00	\$3,555.00	
5580-580	Publications & Subscriptions	\$48.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5710-710	Travel Expenses	\$77.50	\$229.60	\$254.13	\$400.00	\$1,600.00	\$1,600.00	
5730-730	Dues & Memberships	\$850.00	\$875.00	\$850.00	\$900.00	\$975.00	\$975.00	
5780-785	Surety Bonds	\$880.00	\$1,308.75	\$1,208.75	\$1,750.00	\$2,500.00	\$2,500.00	
5780-790	Staff Reimbursements	\$0.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$0.00	Moved to Car Allowance
		<b>\$2,645.72</b>	<b>\$3,277.06</b>	<b>\$3,522.11</b>	<b>\$13,000.00</b>	<b>\$17,630.00</b>	<b>\$17,630.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-195	Car Allowance							
	Car Allowance	Info. Tech.	24	24	\$375.00	\$9,000.00	\$9,000.00	
						<b>\$9,000.00</b>	<b>\$9,000.00</b>	
5300-330	Meeting & Conference Fees							
	MMAAA Annual Meeting	Accounting	2	2	\$100.00	\$200.00	\$200.00	Auditors & Accountants
	MMAAA Spring Meeting	Accounting	2	2	\$100.00	\$200.00	\$200.00	Auditors & Accountants
	MMAAA Monthly Meetings	Accounting	6	6	\$50.00	\$300.00	\$300.00	Auditors & Accountants
	MMAAA School	Accounting	1	1	\$1,850.00	\$1,850.00	\$1,850.00	Auditors & Accountants
	MGFOA Annual Meeting	Accounting	5	5	\$25.00	\$125.00	\$125.00	Govt Finance Officers
	NCFOA (Norfolk County) Quarterly	Accounting	4	4	\$50.00	\$200.00	\$200.00	Norfolk County
	MTCA School	Treasury	1	1	\$90.00	\$90.00	\$90.00	Treasurers & Collectors
	MTCA School	Collections	1	1	\$90.00	\$90.00	\$90.00	Treasurers & Collectors
	ATFC Annual Meeting	Budget	1	1	\$50.00	\$50.00	\$50.00	Town Finance Comm.
	MMA Annual Meeting	Budget	1	1	\$150.00	\$150.00	\$150.00	Mass. Municipal Assn.
	MGISA (Govt Industry Standards)	Info. Tech.	10	10	\$30.00	\$300.00	\$300.00	Govt Industry Standards
						<b>\$3,555.00</b>	<b>\$3,555.00</b>	
5710-710	Travel Expenses							
	MTCA School	Treasury	1	1	\$650.00	\$650.00	\$650.00	Treasurers & Collectors
	MTCA School	Collections	1	1	\$650.00	\$650.00	\$650.00	Treasurers & Collectors
	MMA, CPM, ATFC & Procur. Meetings	Budget	540	540	\$0.56	\$299.70	\$299.70	
						<b>\$1,599.70</b>	<b>\$1,599.70</b>	
5730-730	Dues & Memberships							
	MMAAA	Accounting	2	2	\$80.00	\$160.00	\$160.00	Auditors & Accountants
	MGFOA	Accounting	2	2	\$100.00	\$200.00	\$200.00	Govt Finance Officers
	MGFOA	Treasury	1	1	\$100.00	\$100.00	\$100.00	Govt Finance Officers
	MGFOA	Collections	1	1	\$100.00	\$100.00	\$100.00	Govt Finance Officers
	MGFOA	Budget	1	1	\$100.00	\$100.00	\$100.00	Govt Finance Officers
	MMTCA	Treasury	1	1	\$95.00	\$95.00	\$95.00	Treasurers & Collectors
	MMTCA	Collections	1	1	\$95.00	\$95.00	\$95.00	Treasurers & Collectors
	MGISA	Info. Tech.	1	1	\$125.00	\$125.00	\$125.00	Govt Industry Standards
						<b>\$975.00</b>	<b>\$975.00</b>	
5780-785	Surety Bonds							
	Annual Bond, Accounting	Accounting	2	2	\$100.00	\$200.00	\$200.00	
	Annual Bond, Treasurer	Treasury	1	1	\$900.00	\$900.00	\$900.00	
	Annual Bond, Collector	Collections	1	1	\$900.00	\$900.00	\$900.00	
	Annual Bond, Collector's Office	Collections	1	1	\$500.00	\$500.00	\$500.00	
						<b>\$2,500.00</b>	<b>\$2,500.00</b>	

# DEPT 131: FINANCE COMMITTEE BUDGET SUMMARY

Department Reports To: Town Moderator  
 Department Contact: Russell C. Stamm  
 Phone Number: 781-751-9140  
 Budget Submitted By: Russell C. Stamm  
 Position: Chair

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$57,851.25	\$60,401.99	\$40,631.07	\$0.00	\$0.00	\$0.00	
Purchase of Services	\$4,049.75	\$4,050.00	\$4,324.00	\$5,500.00	\$4,500.00	\$4,500.00	
Supplies	\$438.25	\$440.00	\$272.92	\$150.00	\$150.00	\$150.00	
Other Charges & Expenses	\$624.50	\$618.00	\$641.19	\$750.00	\$673.00	\$673.00	
Reserve Fund	\$0.00	\$0.00	\$0.00	\$436,987.00	\$436,953.00	\$436,953.00	
	<b>\$62,963.75</b>	<b>\$65,509.99</b>	<b>\$45,869.18</b>	<b>\$443,387.00</b>	<b>\$442,276.00</b>	<b>\$442,276.00</b>	

# DEPT 131: FINANCE COMMITTEE SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Town Meeting	Town Meeting Books	\$4,500	\$4,500
	Town Meeting	Moderator's Association	\$20	\$20
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Reserve Fund	Reserve Fund	\$436,953	\$436,953
	Professional Association	Assn. Town Finance Committees	\$673	\$673
	Town Meeting	Moderator's Supplies	\$130	\$130
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
		<b>TOTAL</b>	<b>\$442,276</b>	<b>\$442,276</b>

**DEPT 131: FINANCE COMMITTEE  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5340-340	Printing	\$4,049.75	\$4,050.00	\$4,324.00	\$5,500.00	\$4,500.00	\$4,500.00	
		<b>\$4,049.75</b>	<b>\$4,050.00</b>	<b>\$4,324.00</b>	<b>\$5,500.00</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5340-340	Printing							
	Annual Town Meeting Books	Town Mtg	500	500	\$2.25	\$1,125.00	\$1,125.00	
	Special Town Meeting Books	Town Mtg	500	500	\$2.25	\$1,125.00	\$1,125.00	
	Advertise Town Meeting	Town Mtg	2,180	2,180	\$1.00	\$2,180.00	\$2,180.00	
	Delivery	Town Mtg	2	2	\$35.00	\$70.00	\$70.00	
					<b>Account Subtotal</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>	

**DEPT 131: FINANCE COMMITTEE  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$288.25	\$300.00	\$272.92	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
5580-114	Town Moderator's Supplies	\$150.00	\$140.00	\$0.00	\$150.00	\$150.00	\$150.00	
		<b>\$438.25</b>	<b>\$440.00</b>	<b>\$272.92</b>	<b>\$150.00</b>	<b>\$150.00</b>	<b>\$150.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5580-114	Town Moderator's Supplies							
	Mass. Moderator's Assn.	Town Mtg	1	1	\$20.00	\$20.00	\$20.00	
	Miscellany	Town Mtg	13	13	\$10.00	\$130.00	\$130.00	
					<b>Account Subtotal</b>	<b>\$150.00</b>	<b>\$150.00</b>	

**DEPT 131: FINANCE COMMITTEE  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$356.50	\$350.00	\$373.19	\$450.00	\$405.00	\$405.00	
5730-730	Dues & Memberships	\$268.00	\$268.00	\$268.00	\$300.00	\$268.00	\$268.00	
		<b>\$624.50</b>	<b>\$618.00</b>	<b>\$641.19</b>	<b>\$750.00</b>	<b>\$673.00</b>	<b>\$673.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	Assn. Town Fin. Committees	Professional	9	9	\$45.00	\$405.00	\$405.00	
					<b>Account Subtotal</b>	<b>\$405.00</b>	<b>\$405.00</b>	
5730-730	Dues & Memberships							
	Assn. Town Fin. Committees	Professional	1	1	\$268.00	\$268.00	\$268.00	
					<b>Account Subtotal</b>	<b>\$268.00</b>	<b>\$268.00</b>	

**DEPT 131: FINANCE COMMITTEE  
RESERVE FUND**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5780-780	Reserve Fund	\$0.00	\$0.00	\$0.00	\$436,987.00	\$436,953.00	\$436,953.00	
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$436,987.00</b>	<b>\$436,953.00</b>	<b>\$436,953.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5780-780	Reserve Fund							
	Fire OT, 3 months	Reserve Fund	10	10	\$20,000.00	\$200,000.00	\$200,000.00	10 pay periods, \$10k/ea
	Fire Chief Retirement	Reserve Fund	13	13	\$5,000.00	\$65,000.00	\$65,000.00	\$5k/pp
	Reserve Fund	Reserve Fund	171,953	171,953	\$1.00	\$171,953.00	\$171,953.00	
					<b>Account Subtotal</b>	<b>\$436,953.00</b>	<b>\$436,953.00</b>	

**DEPT 138: CENTRAL PURCHASING  
BUDGET SUMMARY**

Department Reports To: Town Administrator  
 Department Contact: Chris Howell  
 Phone Number: 781-751-9140  
 Budget Submitted By: Chris Howell  
 Position: Financial Analyst

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Centralized Overtime & Sick Leave	\$64,524.79	\$47,728.53	\$71,417.24	\$74,500.00	\$73,970.00	\$73,970.00	
Central Postage	\$88,055.81	\$92,084.65	\$96,017.40	\$105,000.00	\$107,394.00	\$107,394.00	
Purchase of Services	\$695,087.13	\$705,704.21	\$439,172.93	\$0.00	\$14,500.00	\$14,500.00	
Supplies	\$0.00	\$0.00	\$1,367.40	\$26,000.00	\$20,033.00	\$20,033.00	Centralized office supply purchasing
Non-Capital Equipment	\$59,123.88	\$65,258.47	\$43,883.75	\$79,652.00	\$100,000.00	\$100,000.00	
	<b>\$906,791.61</b>	<b>\$910,775.86</b>	<b>\$651,858.72</b>	<b>\$285,152.00</b>	<b>\$315,897.00</b>	<b>\$315,897.00</b>	

**DEPT 138: CENTRAL PURCHASING  
SERVICE LEVEL BUDGET**

**SUMMARY OF SERVICE COMPONENTS**

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Elections	Overtime for Elections	\$891	\$891
	Town Meeting	Overtime for Town Meeting	\$1,787	\$1,787
	Census	Census Mailings	\$6,670	\$6,670
	Collections	Postage: Property Tax, Sewer, & Motor Vehicle Bills	\$55,660	\$55,660
	Town Meeting	Postage: Town Meeting Book	\$240	\$240
	Administration	Postage: Vendor Payments	\$12,323	\$12,323
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Inspections	Emergency Call-Back Building Inspections	\$1,465	\$1,465
	Inspections	Overtime for Health Inspections	\$2,748	\$2,748
	Meetings & Coverage	Overtime for Meetings & Office Coverage	\$33,623	\$33,623
	Collections	Overtime for Quarterly Tax Bill Collections	\$11,409	\$11,409
	Benefits	Overtime for Benefits Administration	\$2,046	\$2,046
	Administration	Office Supplies	\$20,033	\$20,033
	Administration	Copy Machine Maintenance	\$3,500	\$3,500
	Administration	Non-Capital Equipment Replacement	\$38,950	\$38,950
	Administration	Sick Leave Incentive Payments	\$20,000	\$20,000
	Administration	Postage: General Communication & Couriers	\$32,500	\$32,500
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Administration	Non-Capital Equipment, New Equipment	\$61,050	\$61,050
	Administration	Records Management Service	\$10,000	\$10,000
	Town Meeting	Public Service Recognition Committee	\$1,000	\$1,000
	<b>TOTAL</b>		<b>\$315,896</b>	<b>\$315,896</b>

**DEPT 138: CENTRAL PURCHASING  
CENTRALIZED OVERTIME & SICK LEAVE**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5130-138	Overtime, General	\$35,283.81	\$35,348.53	\$42,565.56	\$55,000.00	\$53,970.00	\$53,970.00	
5190-194	Sick Leave Incentive	\$29,240.98	\$12,380.00	\$28,851.68	\$19,500.00	\$20,000.00	\$20,000.00	
		<b>\$64,524.79</b>	<b>\$47,728.53</b>	<b>\$71,417.24</b>	<b>\$74,500.00</b>	<b>\$73,970.00</b>	<b>\$73,970.00</b>	

ACCOUNT DETAIL		Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES	
ACCT NUMBER	Item	Service						
5130-138	Overtime, General							
	Board of Selectmen	Meetings	146	146	\$43.44	\$6,342.24	\$6,342.24	
	Finance Committee	Meetings	63	63	\$35.75	\$2,251.94	\$2,251.94	
	Fin. Comm. Warrant Hearings	Meetings	24	24	\$35.75	\$857.88	\$857.88	
	Fin. Comm. Budget Hearing	Meetings	8	8	\$35.75	\$285.96	\$285.96	
	Capital Expenditures Comm.	Meetings	18	18	\$35.75	\$643.41	\$643.41	
	Quarterly Tax Bills	Collections	288	288	\$39.62	\$11,409.12	\$11,409.12	
	Finance - OPEB & Retirement	Benefits	24	24	\$42.62	\$1,022.76	\$1,022.76	
	Finance - Open Enrollment	Benefits	24	24	\$42.62	\$1,022.76	\$1,022.76	
	Town Clerk	Elections	24	24	\$37.13	\$891.00	\$891.00	
	Town Clerk	Town Mtg	50	50	\$35.75	\$1,787.25	\$1,787.25	
	Conservation Commission	Meetings	48	48	\$35.75	\$1,715.76	\$1,715.76	
	Planning Board Meetings	Meetings	72	72	\$36.47	\$2,625.48	\$2,625.48	
	Master Plan Comm. Mtgs	Meetings	30	30	\$36.47	\$1,093.95	\$1,093.95	
	Zoning Board of Appeals	Meetings	48	48	\$36.47	\$1,750.32	\$1,750.32	
	Design Review Adv. Board	Meetings	54	54	\$36.47	\$1,969.11	\$1,969.11	
	Building Inspectors	Inspections	32	32	\$45.80	\$1,465.44	\$1,465.44	
	Board of Health	Meetings	18	18	\$37.70	\$678.51	\$678.51	
	Board of Health	Inspections	60	60	\$45.80	\$2,747.70	\$2,747.70	
	Parks & Recreation Comm.	Meetings	48	48	\$31.76	\$1,524.24	\$1,524.24	
	Misc. Coverage & Support	Coverage	300	300	\$39.62	\$11,884.50	\$11,884.50	
						<b>\$53,969.33</b>	<b>\$53,969.33</b>	
5190-194	Sick Leave Incentive							
	Quarterly \$100 Payments	Admin.	200	200	\$100.00	\$20,000.00	\$20,000.00	Average 50 / quarter
						<b>\$20,000.00</b>	<b>\$20,000.00</b>	

**DEPT 138: CENTRAL PURCHASING  
CENTRAL POSTAGE**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5340-350	Central Postage	\$88,055.81	\$92,084.65	\$96,017.40	\$105,000.00	\$107,394.00	\$107,394.00	
		<b>\$88,055.81</b>	<b>\$92,084.65</b>	<b>\$96,017.40</b>	<b>\$105,000.00</b>	<b>\$107,394.00</b>	<b>\$107,394.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Item							
5340-350	Postage							
	Census Mailing	Census	14,500	14,500	\$0.46	\$6,670.00	\$6,670.00	
	Property Tax Bills, Q1	Collections	12,000	12,000	\$0.46	\$5,520.00	\$5,520.00	
	Property Tax Bills, Q2	Collections	12,000	12,000	\$0.46	\$5,520.00	\$5,520.00	
	Property Tax Bills, Q3	Collections	12,000	12,000	\$0.46	\$5,520.00	\$5,520.00	
	Property Tax Bills, Q4	Collections	12,000	12,000	\$0.46	\$5,520.00	\$5,520.00	
	Sewer Tax Bills, Q1	Collections	12,000	12,000	\$0.46	\$5,520.00	\$5,520.00	
	Sewer Tax Bills, Q2	Collections	12,000	12,000	\$0.46	\$5,520.00	\$5,520.00	
	Sewer Tax Bills, Q3	Collections	12,000	12,000	\$0.46	\$5,520.00	\$5,520.00	
	Sewer Tax Bills, Q4	Collections	12,000	12,000	\$0.46	\$5,520.00	\$5,520.00	
	Motor Vehicle Bills	Collections	25,000	25,000	\$0.46	\$11,500.00	\$11,500.00	PKS
	FinCom books, ATM	Town Mtg	600	600	\$0.20	\$120.00	\$120.00	
	FinCom books, STM	Town Mtg	600	600	\$0.20	\$120.00	\$120.00	
	Vendor Checks & W-2s	Admin.	26,790	26,790	\$0.46	\$12,323.40	\$12,323.40	
	Courier Service	Admin.	280	280	\$75.00	\$21,000.00	\$21,000.00	
	General Communication	Admin.	25,000	25,000	\$0.46	\$11,500.00	\$11,500.00	
					<b>Account Subtotal</b>	<b>\$107,393.40</b>	<b>\$107,393.40</b>	

**DEPT 138: CENTRAL PURCHASING  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5210-210	Utilities, Electricity	\$600,301.49	\$594,087.21	\$246,224.60	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5210-220	Utilities, Gas			\$96,033.90	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-245	Repairs & Maintenance, Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00	\$3,500.00	Centralized copier service payment
5300-113	Town Meeting Committees	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	
5300-138	Professional / Technical	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	Town-wide records management
5340-360	Telephone	\$94,785.64	\$111,617.00	\$96,914.43	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
		<b>\$695,087.13</b>	<b>\$705,704.21</b>	<b>\$439,172.93</b>	<b>\$0.00</b>	<b>\$14,500.00</b>	<b>\$14,500.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5240-240	Repairs & Maintenance, Equipment							
	Copy machine service, COA	Administration	12	12	\$50.00	\$600.00	\$600.00	
	Copy machine service, Assessors	Administration	12	12	\$100.00	\$1,200.00	\$1,200.00	Moved from Assessors
	Copy machine service, Building	Administration	12	12	\$25.00	\$300.00	\$300.00	
	Copy machine service, Town Hall	Administration	12	12	\$25.00	\$300.00	\$300.00	
	Copy machine contract, Town Hall	Administration	1	1	\$500.00	\$500.00	\$500.00	
	Copy machine service, Finance	Administration	12	12	\$50.00	\$600.00	\$600.00	
					<b>Account Subtotal</b>	<b>\$3,500.00</b>	<b>\$3,500.00</b>	
5300-113	Town Meeting Committees							
	Public Service Recognition	Administration	1,000	1,000	\$1.00	\$1,000.00	\$1,000.00	
					<b>Account Subtotal</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	
5300-138	Professional / Technical							
	Records Management Services	Administration	10,000	10,000	\$1.00	\$10,000.00	\$10,000.00	
					<b>Account Subtotal</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	

**DEPT 138: CENTRAL PURCHASING  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General			\$0.00		\$9,750.00	\$9,750.00	
5420-421	Office Supplies, Paper	\$0.00	\$0.00	\$1,367.40	\$26,000.00	\$4,333.00	\$4,333.00	Moved from Office Supplies, General
5420-423	Office Supplies, Ink & Toner			\$0.00		\$5,950.00	\$5,950.00	Moved from Office Supplies, General
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,367.40</b>	<b>\$26,000.00</b>	<b>\$20,033.00</b>	<b>\$20,033.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General							
	Envelopes	Admin.	40,000	40,000	\$0.05	\$2,000.00	\$2,000.00	
	Collector's Deposit Bags	Admin.	50	50	\$50.00	\$2,500.00	\$2,500.00	
	Small Office Equipment	Admin.	50	50	\$20.00	\$1,000.00	\$1,000.00	
	Miscellaneous Consumable	Admin.	420	420	\$10.00	\$4,200.00	\$4,200.00	
	BJ's Membership	Admin.	1	1	\$50.00	\$50.00	\$50.00	
					<b>Account Subtotal</b>	<b>\$9,750.00</b>	<b>\$9,750.00</b>	
5420-421	Office Supplies, Paper							
	Copy Paper, 8.5x11, Box	Admin.	125	125	\$26.00	\$3,250.00	\$3,250.00	
	Copy Paper, 8.5x14, Box	Admin.	10	10	\$33.00	\$330.00	\$330.00	
	Copy Paper, 11x14, Box	Admin.	3	3	\$47.00	\$141.00	\$141.00	
	Bonded Paper, 8.5x11, Box	Admin.	6	6	\$27.00	\$162.00	\$162.00	
	Colored Paper, 8.5x11, Box	Admin.	15	15	\$30.00	\$450.00	\$450.00	
					<b>Account Subtotal</b>	<b>\$4,333.00</b>	<b>\$4,333.00</b>	
5420-423	Office Supplies, Ink & Toner							
	High-yield black: Selectmen	Admin.	6	6	\$75.00	\$450.00	\$450.00	Toshiba
	High-yield black: Selectmen	Admin.	2	2	\$70.00	\$140.00	\$140.00	HP
	High-yield black: Benefits	Admin.	2	2	\$150.00	\$300.00	\$300.00	Toshiba
	High-yield black: Assessors	Admin.	3	3	\$150.00	\$450.00	\$450.00	
	High-yield black: Building	Admin.	2	2	\$150.00	\$300.00	\$300.00	
	High-yield color: DPW	Admin.	6	6	\$250.00	\$1,500.00	\$1,500.00	
	High-yield black: DPW	Admin.	2	2	\$190.00	\$380.00	\$380.00	
	High-yield color: DPW	Admin.	1	1	\$170.00	\$170.00	\$170.00	
	High-yield black: DPW	Admin.	6	6	\$120.00	\$720.00	\$720.00	
	High-yield black: Health	Admin.	2	2	\$50.00	\$100.00	\$100.00	
	High-yield black: Endicott	Admin.	2	2	\$150.00	\$300.00	\$300.00	
	Desktop black: Town Clerk	Admin.	3	3	\$30.00	\$90.00	\$90.00	Canon
	Desktop black: Collectors	Admin.	3	3	\$50.00	\$150.00	\$150.00	Kyocera
	Desktop color: Conservation	Admin.	1	1	\$40.00	\$40.00	\$40.00	
	Desktop black: Conservation	Admin.	1	1	\$30.00	\$30.00	\$30.00	
	Desktop color: Health	Admin.	2	2	\$25.00	\$50.00	\$50.00	
	Desktop black: Health	Admin.	12	12	\$10.00	\$120.00	\$120.00	
	Desktop black: Planning	Admin.	4	4	\$50.00	\$200.00	\$200.00	
	Desktop color: Veterans	Admin.	6	6	\$50.00	\$300.00	\$300.00	
	Desktop black: Veterans	Admin.	2	2	\$50.00	\$100.00	\$100.00	
	Fax: Selectmen	Admin.	1	1	\$20.00	\$20.00	\$20.00	
	Fax: Finance	Admin.	1	1	\$20.00	\$20.00	\$20.00	
	Fax: Planning	Admin.	1	1	\$20.00	\$20.00	\$20.00	
					<b>Account Subtotal</b>	<b>\$5,950.00</b>	<b>\$5,950.00</b>	

**DEPT 138: CENTRAL PURCHASING  
NON-CAPITAL EQUIPMENT**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5850-120	New Equipment, Board of Selectmen	\$59,123.88	\$65,258.47	\$43,883.75	\$42,352.00	\$0.00	\$0.00	
5850-130	New Equipment, Finance	\$0.00	\$0.00	\$0.00	\$0.00	\$26,500.00	\$26,500.00	
5850-138	New Equipment, Central Purchasing	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	
5850-171	New Equipment, Conservation	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$450.00	
5850-173	New Equipment, Environmental	\$0.00	\$0.00	\$0.00	\$8,000.00	\$4,000.00	\$4,000.00	
5850-175	New Equipment, Planning	\$0.00	\$0.00	\$0.00	\$900.00	\$1,100.00	\$1,100.00	
5850-182	New Equipment, Economic Dev.	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	
5850-192	New Equipment, Central Facilities	\$0.00	\$0.00	\$0.00	\$20,000.00	\$25,000.00	\$25,000.00	
5850-240	New Equipment, Building	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	
5850-543	New Equipment, Veterans	\$0.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$0.00	
5870-138	Repl. Equipment, Central Purchasing	\$0.00	\$0.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00	
5870-192	Repl. Equipment, Central Facilities	\$0.00	\$0.00	\$0.00	\$0.00	\$3,200.00	\$3,200.00	
5870-690	Repl. Equipment, Endicott Estate	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$750.00	
		<b>\$59,123.88</b>	<b>\$65,258.47</b>	<b>\$43,883.75</b>	<b>\$79,652.00</b>	<b>\$100,000.00</b>	<b>\$100,000.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5850-130	New Equipment, Finance							
	Window Workstation	Admin.	1	1	\$5,000.00	\$5,000.00	\$5,000.00	Collectors
	Scanners	Admin.	4	4	\$1,000.00	\$4,000.00	\$4,000.00	Collectors
	Scanners Monthly Service Contract	Admin.	48	48	\$250.00	\$12,000.00	\$12,000.00	Collectors
	Office Buzzer	Admin.	1	1	\$3,000.00	\$3,000.00	\$3,000.00	Collectors
	Security Cameras	Admin.	1	1	\$2,500.00	\$2,500.00	\$2,500.00	Collectors
					<b>Account Subtotal</b>	<b>\$26,500.00</b>	<b>\$26,500.00</b>	
5850-138	New Equipment, Central Purchasing							
	Miscellaneous Office Equipment	Admin.	5	5	\$200.00	\$1,000.00	\$1,000.00	
	Miscellaneous Technology Equipment	Admin.	5	5	\$200.00	\$1,000.00	\$1,000.00	
					<b>Account Subtotal</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	
5850-171	New Equipment, Conservation Commission							
	Soil Augur	Admin.	1	1	\$150.00	\$150.00	\$150.00	Conservation
	Handheld GPS	Admin.	1	1	\$300.00	\$300.00	\$300.00	Conservation
					<b>Account Subtotal</b>	<b>\$450.00</b>	<b>\$450.00</b>	
5850-173	New Equipment, Environmental							
	Benches, Recycled Plastic	Admin.	6	6	\$666.66	\$3,999.96	\$3,999.96	Environmental
					<b>Account Subtotal</b>	<b>\$3,999.96</b>	<b>\$3,999.96</b>	
5850-175	New Equipment, Planning Board							
	Smart Level	Admin.	1	1	\$200.00	\$200.00	\$200.00	Planning Board
	Digital Light Meter	Admin.	1	1	\$150.00	\$150.00	\$150.00	Planning Board
	Spiral Binder	Admin.	1	1	\$750.00	\$750.00	\$750.00	Planning Board
					<b>Account Subtotal</b>	<b>\$1,100.00</b>	<b>\$1,100.00</b>	
5850-192	New Equipment, Central Facilities							
	Fire Alarm System (Police)	Admin.	1	1	\$9,000.00	\$9,000.00	\$9,000.00	Police Station
	Fire Alarm System (Endicott)	Admin.	1	1	\$9,000.00	\$9,000.00	\$9,000.00	Endicott Estate
	Fire Alarm System (Fire, Main)	Admin.	1	1	\$7,000.00	\$7,000.00	\$7,000.00	Fire Station, Main
					<b>Account Subtotal</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	
5850-240	New Equipment, Building Department							
	Gas Scanner	Admin.	1	1	\$2,000.00	\$2,000.00	\$2,000.00	Building Dept
					<b>Account Subtotal</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	
5870-138	Replacement Equipment, Central Purchasing							
	Copy Machine Replacement	Admin.	1	1	\$6,000.00	\$6,000.00	\$6,000.00	Council On Aging
	Copy Machine Replacement	Admin.	1	1	\$6,000.00	\$6,000.00	\$6,000.00	Assessors
	Miscellaneous Office Equipment	Admin.	10	10	\$200.00	\$2,000.00	\$2,000.00	
	Miscellaneous Technology Equipment	Admin.	10	10	\$200.00	\$2,000.00	\$2,000.00	
	Work Station Replacements	Admin.	5	5	\$3,800.00	\$19,000.00	\$19,000.00	Town Hall
					<b>Account Subtotal</b>	<b>\$35,000.00</b>	<b>\$35,000.00</b>	
5870-192	Replacement Equipment, Central Facilities							
	Custodial Equipment Replacements	Admin.	8	8	\$400.00	\$3,200.00	\$3,200.00	
					<b>Account Subtotal</b>	<b>\$3,200.00</b>	<b>\$3,200.00</b>	
5870-690	Replacement Equipment, Endicott Estate							
	Restroom Furnishings	Admin.	2	2	\$300.00	\$600.00	\$600.00	Endicott Estate
	Microwave	Admin.	1	1	\$150.00	\$150.00	\$150.00	Endicott Estate
					<b>Account Subtotal</b>	<b>\$750.00</b>	<b>\$750.00</b>	

# DEPT 141: BOARD OF ASSESSORS BUDGET SUMMARY

Department Reports To: Board of Assessors  
 Department Contact: John Duffy  
 Phone Number: 781-751-9130  
 Budget Submitted By: John Duffy  
 Position: Director of Assessments

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$266,907.13	\$258,089.55	\$298,338.74	\$306,400.00	\$310,890.87	\$310,893.00	
Substitutes	\$18,999.65	\$10,682.09	\$6,525.10	\$15,000.00	\$4,986.00	\$4,986.00	
Purchase of Services	\$907.06	\$861.91	\$1,066.20	\$2,575.00	\$2,600.00	\$1,400.00	
Supplies	\$1,858.00	\$1,726.80	\$2,339.17	\$300.00	\$150.00	\$0.00	
Other Charges & Expenses	\$2,983.94	\$3,510.45	\$4,865.93	\$10,625.00	\$12,698.00	\$10,198.00	
	<b>\$291,655.78</b>	<b>\$274,870.80</b>	<b>\$313,135.14</b>	<b>\$334,900.00</b>	<b>\$331,324.87</b>	<b>\$327,477.00</b>	

# DEPT 141: BOARD OF ASSESSORS SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Assessing	Board of Assessors	\$6,900	\$6,900
	Assessing	Assessors' Salaries & Substitutes	\$197,212	\$197,213
	Records	Tax Commitment Book & Maps	\$1,400	\$1,400
	Assessing	License Renewals	\$350	\$350
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Exemptions	Assessing Specialists Salaries	\$111,765	\$111,766
	Assessing	Assessing Materials (Valuation Handbook, MLS Subscription, Deed copies)	\$948	\$948
	Assessing	Travel Expenses	\$9,000	\$6,500
	Assessing	Professional Associations & Conferences	\$1,450	\$1,450
	Administration	Copy machine lease	\$1,200	\$0
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Assessing	Protective Shoes	\$150	\$0
	Assessing	Residential Book of Costs	\$450	\$450
	Assessing	MAAO Summer Conference	\$500	\$500
	<b>TOTAL</b>		<b>\$331,325</b>	<b>\$327,477</b>

**DEPT 141: BOARD OF ASSESSORS  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	
BOARD OF ASSESSORS																				
5110-141	Board Members	Board of Assessors		N/A	N/A	0	N/A	N/A	N/A	6,900.00	0.00	6,900.00	0	N/A	N/A	N/A	6,900.00	0.00	6,900.00	6,900.00
Board Member Salaries						0				6,900.00	0.00	6,900.00	0				6,900.00	0.00	6,900.00	6,900.00
DIRECTOR OF ASSESSMENTS																				
5110-142	Director of Assessments	Assessing	Duffy	M-5	7/1	1	5	3,016.64	26.1	78,734.30	0.00	78,734.30	1	6	3,120.72	26.1	81,450.79	0.00	81,450.79	81,451.00
Director of Assessments Salary						1				78,734.30	0.00	78,734.30	1				81,450.79	0.00	81,450.79	81,451.00
TECHNICAL STAFF																				
5110-144	Asst Director of Assessments	Assessing	Henderson	TS-3	7/1	1	7	2,289.75	26.1	59,762.48	0.00	59,762.48	1	7	2,289.75	26.1	59,762.48	0.00	59,762.48	59,763.00
5110-143	Assessing Specialist	Exemptions	Koons	TS-2	N/A	1	7	2,130.75	26.1	55,612.58	310.00	55,922.58	1	7	2,130.75	26.1	55,612.58	390.00	56,002.58	56,003.00
5110-143	Assessing Specialist	Exemptions	Flynn	TS-2	N/A	1	7	2,130.75	26.1	55,612.58	150.00	55,762.58	1	7	2,130.75	26.1	55,612.58	150.00	55,762.58	55,763.00
5110-143	Assessing Specialist	Assessing	D'Olimpio	TS-2	1/1	1	4	1,921.50	13.05	25,075.58	0.00	25,075.58	1	5	1,987.50	13.05	25,936.88	0.00	25,936.88	25,937.00
							3	1,855.50	13.05	24,214.28	0.00	24,214.28		4	4	1,921.50	13.05	25,075.58	0.00	25,075.58
Technical Staff Salaries						4				220,277.48	460.00	220,737.48	4				222,000.08	540.00	222,540.08	222,542.00
ROUND TO BUDGET												28.22							0.00	0.00
PERSONNEL SERVICES						5				305,911.78	460.00	306,400.00	5				310,350.87	540.00	310,890.87	310,893.00

**NOTES:**

**DEPT 141: BOARD OF ASSESSORS  
OVERTIME & SUBSTITUTES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5120-141	Substitutes	\$18,999.65	\$10,682.09	\$6,525.10	\$15,000.00	\$4,986.00	\$4,986.00	
		<b>\$18,999.65</b>	<b>\$10,682.09</b>	<b>\$6,525.10</b>	<b>\$15,000.00</b>	<b>\$4,986.00</b>	<b>\$4,986.00</b>	
5120-141	Substitutes							
	Sub Assessor	Assessing	188	188	\$26.59	\$4,985.63	\$4,985.63	5 weeks vacation coverage
					<b>Account Subtotal</b>	<b>\$4,985.63</b>	<b>\$4,985.63</b>	

**DEPT 141: BOARD OF ASSESSORS  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5270-270	Rent / Lease Equipment	\$749.49	\$861.91	\$991.20	\$1,175.00	\$1,200.00	\$0.00	
5300-141	Deeds & Binding	\$157.57	\$0.00	\$75.00	\$400.00	\$400.00	\$400.00	
5300-142	Maps	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	
		<b>\$907.06</b>	<b>\$861.91</b>	<b>\$1,066.20</b>	<b>\$2,575.00</b>	<b>\$2,600.00</b>	<b>\$1,400.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5270-270	Rent / Lease Equipment							
	Copier, monthly service	Admin.	12	0	\$100.00	\$1,200.00	\$0.00	Moved to Central Purchasing
	<b>Account Subtotal</b>					<b>\$1,200.00</b>	<b>\$0.00</b>	
5300-141	Deeds & Binding							
	Tax Commitment Book	Records	1	1	\$400.00	\$400.00	\$400.00	
	<b>Account Subtotal</b>					<b>\$400.00</b>	<b>\$400.00</b>	
5300-142	Maps							
	Counter maps	Records	4	4	\$250.00	\$1,000.00	\$1,000.00	
	<b>Account Subtotal</b>					<b>\$1,000.00</b>	<b>\$1,000.00</b>	

**DEPT 141: BOARD OF ASSESSORS  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$1,858.00	\$1,726.80	\$2,339.17	\$300.00	\$0.00	\$0.00	Moved to Central Purchasing
5580-583	Protective Shoes	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00	
		<b>\$1,858.00</b>	<b>\$1,726.80</b>	<b>\$2,339.17</b>	<b>\$300.00</b>	<b>\$150.00</b>	<b>\$0.00</b>	

5580-583	Protective Shoes							
	Assessor	Assessing	1	0	\$150.00	\$150.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$150.00</b>	<b>\$0.00</b>	

**DEPT 141: BOARD OF ASSESSORS  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-193	License Renewal	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	\$350.00	
5190-195	Car Allowance	\$0.00	\$60.00	\$0.00	\$0.00	\$9,000.00	\$4,500.00	
5300-330	Meeting & Conference Fees	\$1,318.07	\$1,269.60	\$1,370.00	\$1,300.00	\$1,750.00	\$1,750.00	
5580-141	Assessors' Valuation Handbook	\$0.00	\$60.00	\$75.00	\$525.00	\$1,000.00	\$1,000.00	
5580-580	Publications & Subscriptions	\$393.69	\$365.87	\$312.00	\$400.00	\$398.00	\$398.00	
5710-710	Travel Expenses	\$478.18	\$1,003.98	\$2,332.73	\$7,500.00	\$0.00	\$2,000.00	
5730-730	Dues & Memberships	\$794.00	\$751.00	\$776.20	\$900.00	\$200.00	\$200.00	
		<b>\$2,983.94</b>	<b>\$3,510.45</b>	<b>\$4,865.93</b>	<b>\$10,625.00</b>	<b>\$12,698.00</b>	<b>\$10,198.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5580-141	Assessors' Valuation Handbook							
	Triannual Redesignation (Director)	Assessing	1	1	\$350.00	\$350.00	\$350.00	
	Triannual Redesignation (Assistant)	Assessing	0	0	\$350.00	\$0.00	\$0.00	
	Triannual Redesignation (Assessor)	Assessing	0	0	\$350.00	\$0.00	\$0.00	
<b>Account Subtotal</b>						<b>\$350.00</b>	<b>\$350.00</b>	
5190-195	Car Allowance							
	Monthly Allowance, Director	Assessing	12	12	\$375.00	\$4,500.00	\$4,500.00	
	Monthly Allowance, Assessor	Assessing	12	0	\$375.00	\$4,500.00	\$0.00	
<b>Account Subtotal</b>						<b>\$9,000.00</b>	<b>\$4,500.00</b>	
5300-330	Meeting & Conference Fees							
	Norfolk/Suffolk Cty Assessors Assn.	Assessing	4	4	\$25.00	\$100.00	\$100.00	
	MAAO Summer Conference	Assessing	1	1	\$500.00	\$500.00	\$500.00	
	MAAO Annual Conf. Fee	Assessing	1	1	\$450.00	\$450.00	\$450.00	
	MAAO Annual Conf. Food & Lodging	Assessing	1	1	\$700.00	\$700.00	\$700.00	
<b>Account Subtotal</b>						<b>\$1,750.00</b>	<b>\$1,750.00</b>	
5580-141	Assessors' Valuation Handbook							
	Residential Book of Costs	Assessing	1	1	\$450.00	\$450.00	\$450.00	
	Commercial Valuation Handbook	Assessing	1	1	\$550.00	\$550.00	\$550.00	
<b>Account Subtotal</b>						<b>\$1,000.00</b>	<b>\$1,000.00</b>	
5580-580	Publications & Subscriptions							
	MLS Quarterly Subscription	Assessing	4	4	\$87.00	\$348.00	\$348.00	
	Pages Copied of County Deeds	Assessing	1,000	1,000	\$0.05	\$50.00	\$50.00	
<b>Account Subtotal</b>						<b>\$398.00</b>	<b>\$398.00</b>	
5710-710	Travel Expenses							
	Local Mileage, Field Inspector	Assessing	0	3,604	\$0.56	\$0.00	\$2,000.00	
<b>Account Subtotal</b>						<b>\$0.00</b>	<b>\$2,000.00</b>	
5730-730	Dues & Memberships							
	MA Assn. of Assessing Officers	Assessing	1	1	\$200.00	\$200.00	\$200.00	
<b>Account Subtotal</b>						<b>\$200.00</b>	<b>\$200.00</b>	

# DEPT 151: LEGAL BUDGET SUMMARY

Department Reports To: Board of Selectmen  
 Department Contact: William Keegan  
 Phone Number: 781-751-9100  
 Budget Submitted By: William Keegan  
 Position: Town Administrator

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Purchase of Services	\$181,211.63	\$146,750.22	\$172,657.63	\$190,000.00	\$190,000.00	\$190,000.00	
Litigation & Damages	\$50,846.89	\$12,093.91	\$5,151.31	\$30,000.00	\$30,000.00	\$30,000.00	
	<b>\$232,058.52</b>	<b>\$158,844.13</b>	<b>\$177,808.94</b>	<b>\$220,000.00</b>	<b>\$220,000.00</b>	<b>\$220,000.00</b>	

# DEPT 151: LEGAL SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Legal Services	Town Counsel	\$123,500	\$123,500
	Legal Services	Special Town Counsel	\$19,000	\$19,000
	Legal Services	Litigation	\$47,500	\$47,500
	Legal Services	Damages & Claims	\$30,000	\$30,000
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	<b>TOTAL</b>		<b>\$220,000</b>	<b>\$220,000</b>

**DEPT 151: LEGAL  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-151	Town Counsel	\$138,539.13	\$127,539.23	\$126,116.80	\$110,000.00	\$123,500.00	\$123,500.00	
5300-152	Special Town Counsel	\$41,322.50	\$16,216.29	\$18,999.64	\$25,000.00	\$19,000.00	\$19,000.00	
5300-153	Litigation	\$1,350.00	\$2,994.70	\$27,541.19	\$55,000.00	\$47,500.00	\$47,500.00	
		<b>\$181,211.63</b>	<b>\$146,750.22</b>	<b>\$172,657.63</b>	<b>\$190,000.00</b>	<b>\$190,000.00</b>	<b>\$190,000.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-151	Town Counsel							
	Town Counsel	Legal	650	650	\$190.00	\$123,500.00	\$123,500.00	\$190/hr
						<b>Account Subtotal</b>	<b>\$123,500.00</b>	<b>\$123,500.00</b>
5300-152	Special Town Counsel							
	Special Town Counsel	Legal	100	100	\$190.00	\$19,000.00	\$19,000.00	\$190/hr
						<b>Account Subtotal</b>	<b>\$19,000.00</b>	<b>\$19,000.00</b>
5300-153	Litigation							
	Litigation	Legal	250	250	\$190.00	\$47,500.00	\$47,500.00	\$190/hr
						<b>Account Subtotal</b>	<b>\$47,500.00</b>	<b>\$47,500.00</b>

**DEPT 151: LEGAL  
LITIGATION & DAMAGES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5760-760	Damages & Claims	\$50,846.89	\$12,093.91	\$5,151.31	\$30,000.00	\$30,000.00	\$30,000.00	
		<b>\$50,846.89</b>	<b>\$12,093.91</b>	<b>\$5,151.31</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5760-760	Damages & Claims							
	Damages & Claims	Legal	30,000	30,000	\$1.00	\$30,000.00	\$30,000.00	
					<b>Account Subtotal</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	

**DEPT 152: HUMAN RESOURCES  
BUDGET SUMMARY**

Department Reports To: Town Administrator  
 Department Contact:  
 Phone Number:  
 Budget Submitted By: William Keegan  
 Position: Town Administrator

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00	\$142,751.40	\$142,752.00	
Purchase of Services	\$0.00	\$0.00	\$0.00	\$0.00	\$12,350.00	\$12,350.00	
Other Charges & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$1,810.00	\$1,810.00	
	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$156,911.40</b>	<b>\$156,912.00</b>	

# DEPT 152: HUMAN RESOURCES

## SERVICE LEVEL SUMMARY

### SUMMARY OF SERVICE COMPONENTS

Rank	Service	Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Human Resources	Benefits Coordinator	\$55,843	\$55,843
	Human Resources	Administrative Costs	\$2,350	\$2,350
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Human Resources	Hire HR Director	\$86,909	\$86,909
	Human Resources	HRIS Program Implementation	\$10,000	\$10,000
	Human Resources	Professional Associations	\$1,810	\$1,810
<b>TOTAL</b>			<b>\$156,911</b>	<b>\$156,912</b>

# DEPT 152: HUMAN RESOURCES PERSONNEL SERVICES

ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	
MANAGEMENT																				
5110-152	HR Director	HR	Vacant	M-7	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	1	4	3,329.84	26.1	86,908.82	0.00	86,908.82	86,909.00
Management Salaries						0				0.00	0.00	0.00	1				86,908.82	0.00	86,908.82	86,909.00
TECHNICAL STAFF																				
5110-159	Benefits Coordinator	HR	Deegan	TS-2	N/A	1	7	2,130.75	26.1	55,612.58	230.00	55,842.58	1	7	2,130.75	26.1	55,612.58	230.00	55,842.58	55,843.00
Technical Staff Salaries						1				55,612.58	230.00	55,842.58	1				55,612.58	230.00	55,842.58	55,843.00
PERSONNEL SERVICES						1				<b>55,612.58</b>	<b>230.00</b>	<b>55,842.58</b>	2				<b>142,521.40</b>	<b>230.00</b>	<b>142,751.40</b>	<b>142,752.00</b>

**NOTES:**

Benefits Coordinator moved from Finance Department.

**DEPT 152: HUMAN RESOURCES  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-152	Professional / Technical	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	
5300-154	Pre-Employment Physicals	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$750.00	Moved from Selectmen
5300-310	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	Moved from Selectmen
5340-340	Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	Moved from Selectmen
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12,350.00</b>	<b>\$12,350.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-152	Professional / Technical							
	HRIS Program Implementation	Personnel	10,000	10,000	\$1.00	\$10,000.00	\$10,000.00	New World Systems
						<b>Account Subtotal</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>
5300-154	Pre-Employment Physicals							
	Pre-Employment Physicals	Personnel	5	5	\$150.00	\$750.00	\$750.00	Moved from Selectmen
						<b>Account Subtotal</b>	<b>\$750.00</b>	<b>\$750.00</b>
5300-310	Advertising							
	Vacancies (MMA)	Personnel	5	5	\$300.00	\$1,500.00	\$1,500.00	Moved from Selectmen
						<b>Account Subtotal</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>
5340-340	Printing							
	Employment Law Postings	Personnel	2	2	\$50.00	\$100.00	\$100.00	Moved from Selectmen
						<b>Account Subtotal</b>	<b>\$100.00</b>	<b>\$100.00</b>

**DEPT 152: HUMAN RESOURCES  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$789.43	\$863.71	\$1,209.23	\$950.00	\$1,500.00	\$1,500.00	
5710-710	Travel Expenses	\$77.50	\$229.60	\$254.13	\$400.00	\$60.00	\$60.00	
5730-730	Dues & Memberships	\$850.00	\$875.00	\$850.00	\$900.00	\$250.00	\$250.00	
		<b>\$1,716.93</b>	<b>\$1,968.31</b>	<b>\$2,313.36</b>	<b>\$2,250.00</b>	<b>\$1,810.00</b>	<b>\$1,810.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	MMA Annual Meeting	Personnel	10	10	\$150.00	\$1,500.00	\$1,500.00	
						<b>\$1,500.00</b>	<b>\$1,500.00</b>	
5710-710	Travel Expenses							
	MMPA Annual Meeting	Personnel	1	1	\$30.00	\$30.00	\$30.00	
	MMA Annual Meeting	Personnel	1	1	\$30.00	\$30.00	\$30.00	
						<b>\$60.00</b>	<b>\$60.00</b>	
5730-730	Dues & Memberships							
	MMPA	Personnel	1	1	\$250.00	\$250.00	\$250.00	
						<b>\$250.00</b>	<b>\$250.00</b>	

# DEPT 161: TOWN CLERK BUDGET SUMMARY

Department Reports To: Town Clerk  
 Department Contact: Paul Munchbach  
 Phone Number: 781-751-9200  
 Budget Submitted By: Paul Munchbach  
 Position: Town Clerk

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$232,101.22	\$238,552.20	\$226,783.22	\$232,500.00	\$228,051.44	\$228,054.00	
Purchase of Services	\$57,454.82	\$59,984.44	\$49,935.85	\$66,550.00	\$35,888.00	\$35,888.00	
Supplies	\$3,927.35	\$2,336.64	\$2,392.83	\$500.00	\$750.00	\$750.00	
Other Charges & Expenses	\$1,666.00	\$1,280.73	\$1,064.89	\$1,600.00	\$1,445.00	\$1,445.00	
	<b>\$295,149.39</b>	<b>\$302,154.01</b>	<b>\$280,176.79</b>	<b>\$301,150.00</b>	<b>\$266,134.44</b>	<b>\$266,137.00</b>	

# DEPT 161: TOWN CLERK SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Management	Town Clerk Salary and Memberships Required for Certification	\$85,412 \$510	\$85,412 \$510
	Registration	Board of Registrars	\$5,600	\$5,600
	Elections	Elections Equipment & Workers	\$25,276	\$25,276
	Town Meeting	Town Meeting Advertisement & Operation	\$3,392	\$3,392
	Census	Census Mailings	\$3,720	\$3,720
	Management	Assistant Town Clerk	\$51,169	\$51,170
	Licensing	Licensing Clerk	\$45,996	\$45,997
	Registration	Registration Clerk	\$39,874	\$39,875
	Records Management	Vital Records & Street Listing	\$1,800	\$1,800
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Records Management	Preservation of Historic Documents	\$1,600	\$1,600
	Management	Professional Associations & Meetings	\$935	\$935
	Town Meeting	Audio	\$500	\$500
	Registration	Dog Tags (Transfer from Canine Control)	\$350	\$350
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	<b>TOTAL</b>		<b>\$266,134</b>	<b>\$266,137</b>

# DEPT 161: TOWN CLERK PERSONNEL SERVICES

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND				
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL					
<b>TOWN CLERK</b>																								
5110-161	Town Clerk	Town Clerk	Munchbach	M-5	N/A	1	7	3,228.42	26.1	84,261.76	150.00	84,411.76	1	7	3,228.42	26.1	84,261.76	150.00	84,411.76	84,412.00				
			Certification Stipend				N/A	0.00	0.0	1,000.00	0.00	1,000.00		N/A	0.00	0.0	1,000.00	0.00	1,000.00	1,000.00				
Town Clerk Salary						1				85,261.76	150.00	85,411.76	1				85,261.76	150.00	85,411.76	85,412.00				
<b>TECHNICAL STAFF</b>																								
5110-165	Assistant Town Clerk	Records Management	Morse	TS-3	1/1	0	N/A	0.00	13.05	0.00	0.00	0.00	1	3	1,926.75	13.05	25,144.09	0.00	25,144.09	25,145.00				
							N/A	0.00	13.05	0.00	0.00	0.00		2	1,994.25	13.05	26,024.96	0.00	26,024.96	26,025.00				
Technical Staff Salaries						0				0.00	0.00	0.00	1				51,169.05	0.00	51,169.05	51,170.00				
<b>SUPPORT STAFF</b>																								
5110-168	Admin Assistant II	Licensing	Albani	SS-2	N/A	1	7	1,753.50	26.1	45,766.35	150.00	45,916.35	1	7	1,753.50	26.1	45,766.35	230.00	45,996.35	45,997.00				
5110-168	Admin Assistant II	Registration	McMillan	SS-2	7/1	1	2	1,477.50	26.1	38,562.75	0.00	38,562.75	1	3	1,527.75	26.1	39,874.28	0.00	39,874.28	39,875.00				
Support Staff Salaries						2				84,329.10	150.00	84,479.10	2				85,640.63	230.00	85,870.63	85,872.00				
<b>OTHER PERSONNEL</b>																								
5110-163	Board of Registrars	Registration	Board	N/A	N/A	0	N/A	N/A	0.0	5,600.00	0.00	5,600.00	0	N/A	N/A	N/A	5,600.00	0.00	5,600.00	5,600.00				
5120-161	Temporary Personnel	N/A	N/A	N/A	N/A	1	N/A	N/A	0.0	57,000.00	0.00	57,000.00	0	N/A	N/A	N/A	0.00	0.00	0.00	0.00				
Other Personnel Salaries						1				62,600.00	0.00	62,600.00	0				5,600.00	0.00	5,600.00	5,600.00				
ROUND TO BUDGET																					0.00			
PERSONNEL SERVICES										4				232,190.86	300.00	232,500.00	4				227,671.44	380.00	228,051.44	228,054.00

**NOTES:**

**DEPT 161: TOWN CLERK  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-161	Ballot Services	\$15,453.53	\$12,301.04	\$17,608.36	\$13,500.00	\$10,034.00	\$10,034.00	
5300-162	Stenographer	\$874.95	\$1,535.85	\$1,441.45	\$1,500.00	\$1,500.00	\$1,500.00	
5300-163	Binding	\$330.00	\$2,765.00	\$1,573.00	\$2,300.00	\$3,400.00	\$3,400.00	
5300-164	Audio	\$402.50	\$360.00	\$962.50	\$700.00	\$500.00	\$500.00	
5300-310	Advertising	\$2,350.00	\$5,785.00	\$1,780.00	\$5,300.00	\$100.00	\$100.00	
5300-320	Equipment Maintenance	\$1,400.00	\$1,600.00	\$1,600.00	\$1,700.00	\$1,700.00	\$1,700.00	
5340-340	Printing	\$747.42	\$687.57	\$680.91	\$700.00	\$700.00	\$700.00	
5340-351	Census Mailing	\$2,108.40	\$1,962.97	\$2,270.52	\$2,250.00	\$3,720.00	\$3,720.00	
5380-390	Police Detail - Elections	\$14,222.02	\$16,097.01	\$10,449.11	\$15,600.00	\$5,304.00	\$5,304.00	
5380-391	Police Detail - Town Meeting	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,092.00	\$1,092.00	
5380-392	Poll Workers	\$19,566.00	\$16,890.00	\$11,570.00	\$22,000.00	\$7,838.00	\$7,838.00	
		<b>\$57,454.82</b>	<b>\$59,984.44</b>	<b>\$49,935.85</b>	<b>\$66,550.00</b>	<b>\$35,888.00</b>	<b>\$35,888.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-161	Ballot Services							
	Ballots	Elections	18,000	18,000	\$0.28	\$5,040.00	\$5,040.00	
	Memory card programming	Elections	7	7	\$285.71	\$2,000.00	\$2,000.00	One machine per precinct
	Auto Mark machine	Elections	1	1	\$2,300.00	\$2,300.00	\$2,300.00	Federal requirement
	Conversion / Voter list and Miscellaneous	Elections	1	1	\$694.00	\$694.00	\$694.00	
					<b>Account Subtotal</b>	<b>\$10,034.00</b>	<b>\$10,034.00</b>	
5300-162	Stenographer							
	Annual Town Meeting - base fee	Town Meeting	1	1	\$275.00	\$275.00	\$275.00	Charter Sec 2-9, By-Law 2-8
	Annual Town Meeting - per page	Town Meeting	950	950	\$0.50	\$475.00	\$475.00	
	Special Town Meeting - base fee	Town Meeting	1	1	\$275.00	\$275.00	\$275.00	
	Special Town Meeting - per page	Town Meeting	950	950	\$0.50	\$475.00	\$475.00	
					<b>Account Subtotal</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	
5300-163	Binding							
	Vital Record Books	Records	1	1	\$500.00	\$500.00	\$500.00	Charter Sec 3-5
	Preservation	Records	1	1	\$1,600.00	\$1,600.00	\$1,600.00	Charter Sec 3-5
	Street Listing Books	Records	1	1	\$1,300.00	\$1,300.00	\$1,300.00	MGL c51 Sec 7
					<b>Account Subtotal</b>	<b>\$3,400.00</b>	<b>\$3,400.00</b>	
5300-164	Audio							
	Annual Town Meeting	Town Meeting	1	1	\$250.00	\$250.00	\$250.00	\$45.00/hr
	Special Town Meeting	Town Meeting	1	1	\$250.00	\$250.00	\$250.00	\$45.00/hr
					<b>Account Subtotal</b>	<b>\$500.00</b>	<b>\$500.00</b>	
5300-310	Advertising							
	Annual Town Meeting	Town Meeting	1	1	\$50.00	\$50.00	\$50.00	
	Special Town Meeting	Town Meeting	1	1	\$50.00	\$50.00	\$50.00	
					<b>Account Subtotal</b>	<b>\$100.00</b>	<b>\$100.00</b>	
5300-320	Equipment Maintenance							
	Annual maintenance, 8 machines	Elections	8	8	\$212.50	\$1,700.00	\$1,700.00	
					<b>Account Subtotal</b>	<b>\$1,700.00</b>	<b>\$1,700.00</b>	
5340-340	Printing							
	Annual Town Meeting Postcards	Town Meeting	273	273	\$1.05	\$287.48	\$287.48	By-Law 2-6
	Special Town Meeting Postcards	Town Meeting	273	273	\$1.05	\$287.48	\$287.48	By-Law 2-6
	Annual Town Meeting Postage	Town Meeting	273	273	\$0.23	\$62.52	\$62.52	By-Law 2-6
	Special Town Meeting Postage	Town Meeting	273	273	\$0.23	\$62.52	\$62.52	By-Law 2-6
					<b>Account Subtotal</b>	<b>\$700.00</b>	<b>\$700.00</b>	
5340-351	Census Mailing							
	Census Forms	Census	8,700	8,700	\$0.18	\$1,530.00	\$1,530.00	MGL c51 Sec 7
	Envelopes	Census	8,700	8,700	\$0.05	\$435.00	\$435.00	
	Second Census Mailing	Census	8,700	8,700	\$0.20	\$1,755.00	\$1,755.00	MGL c51 Sec37
					<b>Account Subtotal</b>	<b>\$3,720.00</b>	<b>\$3,720.00</b>	
5380-390	Police Detail - Election							
	Local Election Precinct 1	Elections	17	17	\$39.00	\$663.00	\$663.00	MGL c54 Sec 72
	Local Election Precinct 2	Elections	17	17	\$39.00	\$663.00	\$663.00	MGL c54 Sec 72
	Local Election Precinct 3	Elections	17	17	\$39.00	\$663.00	\$663.00	MGL c54 Sec 72
	Local Election Precinct 4	Elections	17	17	\$39.00	\$663.00	\$663.00	MGL c54 Sec 72
	Local Election Precinct 5	Elections	17	17	\$39.00	\$663.00	\$663.00	MGL c54 Sec 72
	Local Election Precinct 6	Elections	17	17	\$39.00	\$663.00	\$663.00	MGL c54 Sec 72
	Local Election Precinct 7	Elections	17	17	\$39.00	\$663.00	\$663.00	MGL c54 Sec 72
	Shift Commander	Elections	17	17	\$39.00	\$663.00	\$663.00	MGL c54 Sec 72
					<b>Account Subtotal</b>	<b>\$5,304.00</b>	<b>\$5,304.00</b>	
5380-391	Police Detail - Town Meeting							
	Annual Town Meeting	Town Meeting	16	16	\$39.00	\$624.00	\$624.00	
	Special Town Meeting	Town Meeting	12	12	\$39.00	\$468.00	\$468.00	
					<b>Account Subtotal</b>	<b>\$1,092.00</b>	<b>\$1,092.00</b>	
5380-392	Poll Workers							
	Local Election Warden (1/Precinct)	Elections	7	7	\$175.00	\$1,225.00	\$1,225.00	MGL c54 Sec 12
	Local Election Asst Warden (1/Precinct)	Elections	7	7	\$150.00	\$1,050.00	\$1,050.00	MGL c54 Sec 12
	Local Election Clerk (1/Precinct)	Elections	7	7	\$125.00	\$875.00	\$875.00	MGL c54 Sec 12
	Local Election Asst Clerk (1/Precinct)	Elections	7	7	\$125.00	\$875.00	\$875.00	MGL c54 Sec 12
	Local Election Poll Workers (3-4/Precinct)	Elections	31	31	\$125.00	\$3,812.50	\$3,812.50	MGL c54 Sec 12
					<b>Account Subtotal</b>	<b>\$7,837.50</b>	<b>\$7,837.50</b>	

**DEPT 161: TOWN CLERK  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General				\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
5420-429	Office Supplies, Specialized	\$3,927.35	\$2,336.64	\$2,392.83	\$500.00	\$750.00	\$750.00	
		<b>\$3,927.35</b>	<b>\$2,336.64</b>	<b>\$2,392.83</b>	<b>\$500.00</b>	<b>\$750.00</b>	<b>\$750.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5420-429	Office Supplies, Specialized							
	Specialty Voter Cards	Elections	120	120	\$1.00	\$120.00	\$120.00	
	Election Markers / Sleeves	Elections	140	140	\$1.00	\$140.00	\$140.00	
	Specialty Vital Cards	Elections	140	140	\$1.00	\$140.00	\$140.00	
	Dog Tags	Registration	350	350	\$1.00	\$350.00	\$350.00	Transferred from Canine Control
						<b>Account Subtotal</b>	<b>\$750.00</b>	<b>\$750.00</b>

**DEPT 161: TOWN CLERK  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$1,106.00	\$644.73	\$484.89	\$1,000.00	\$895.00	\$895.00	
5730-730	Dues & Memberships	\$560.00	\$636.00	\$580.00	\$600.00	\$550.00	\$550.00	
		<b>\$1,666.00</b>	<b>\$1,280.73</b>	<b>\$1,064.89</b>	<b>\$1,600.00</b>	<b>\$1,445.00</b>	<b>\$1,445.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	MTCA Quarterly Meetings	Town Clerk	4	4	\$50.00	\$200.00	\$200.00	
	MTCA Mileage (Falmouth)	Town Clerk	0	0	\$0.56	\$0.00	\$0.00	Town Clerk
	MTCA Mileage (Falmouth)	Town Clerk	85	85	\$0.56	\$47.18	\$47.18	Asst Town Clerk
	MTCA Mileage (Hancock)	Town Clerk	0	0	\$0.56	\$0.00	\$0.00	Town Clerk
	MTCA Mileage (Hancock)	Town Clerk	180	180	\$0.56	\$99.90	\$99.90	Asst Town Clerk
	Lodging (Hancock)	Town Clerk	1	1	\$150.00	\$150.00	\$150.00	
	NETCA Quarterly Meetings	Town Clerk	4	4	\$50.00	\$200.00	\$200.00	
	NETCA Mileage (Sturbridge)	Town Clerk	0	0	\$0.56	\$0.00	\$0.00	Town Clerk
	NETCA Mileage (Sturbridge)	Town Clerk	85	85	\$0.56	\$47.18	\$47.18	Asst Town Clerk
	NETCA Lodging	Town Clerk	1	1	\$150.00	\$150.00	\$150.00	
					<b>Account Subtotal</b>	<b>\$894.25</b>	<b>\$894.25</b>	
5730-730	Dues & Memberships							
	MA Town Clerks Assn.	Town Clerk	2	2	\$100.00	\$200.00	\$200.00	
	NE Town Clerks Assn.	Town Clerk	2	2	\$20.00	\$40.00	\$40.00	
	Intl. Inst. of Municipal Clerks	Town Clerk	1	1	\$270.00	\$270.00	\$270.00	
	Tri-Valley Town Clerks Assn.	Town Clerk	2	2	\$20.00	\$40.00	\$40.00	
					<b>Account Subtotal</b>	<b>\$550.00</b>	<b>\$550.00</b>	

# DEPT 171: CONSERVATION COMMISSION BUDGET SUMMARY

Department Reports To: Conservation Commission  
 Department Contact: Cynthia O'Connell  
 Phone Number: 781-751-9210  
 Budget Submitted By: Cynthia O'Connell  
 Position: Conservation Consultant

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$31,543.70	\$33,174.85	\$32,860.36	\$41,265.00	\$46,647.23	\$46,648.00	
Purchase of Services	\$25,078.62	\$26,000.00	\$24,122.08	\$28,910.00	\$41,133.00	\$31,133.00	
Supplies	\$356.73	\$532.93	\$748.93	\$0.00	\$0.00	\$0.00	
Other Charges & Expenses	\$1,496.00	\$766.00	\$874.00	\$1,185.00	\$4,944.00	\$2,016.00	
	<b>\$58,475.05</b>	<b>\$60,473.78</b>	<b>\$58,605.37</b>	<b>\$71,360.00</b>	<b>\$92,724.23</b>	<b>\$79,797.00</b>	

# DEPT 171: CONSERVATION COMMISSION SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
1	Wetlands Protection	Consultant Project Management	\$14,009	\$14,009
	Stormwater Management		\$14,009	\$14,009
2	Administration	Mandated Reporting	\$623	\$623
3	Administration	Land Stewardship	\$623	\$623
4	Stormwater Management	License Renewal	\$66	\$66
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
5	Administration	Support to Commission	\$1,868	\$1,868
6	Administration	Office Coverage & Customer Service	\$40,583	\$40,584
		Social Media Coordination	\$6,064	\$6,064
7	Wetlands Protection	Professional Association	\$1,547	\$100
	Stormwater Management	Professional Association	\$2,547	\$1,100
	Administration	Professional Association	\$783	\$750
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
8	Wetlands Protection	Inventory & install wetlands flow control devices	\$10,000	\$0
	<b>TOTAL</b>		<b>\$92,723</b>	<b>\$79,796</b>

**DEPT 171: CONSERVATION COMMISSION  
PERSONNEL SERVICES**

						FY 2013 BUDGET							FY 2014 REQUESTED							FY14
ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	RECOM-MEND
SUPPORT STAFF																				
5110-174	Administrative & Social Media Coordinator	Administration & Social Media	LeBlanc	TS-1	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	1	2	1,787.25	26.1	46,647.23	0.00	46,647.23	46,648.00
5110-174	Administrative Assistant II	Administration	Homsey	SS-2	7/1	1	4	1,581.00	26.1	41,264.10	0.00	41,264.10	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00
Support Staff Salaries						1				41,264.10	0.00	41,264.10	1				46,647.23	0.00	46,647.23	46,648.00
ROUND TO BUDGET												0.90							0.00	0.00
PERSONNEL SERVICES						1				41,264.10	0.00	41,265.00	1				46,647.23	0.00	46,647.23	46,648.00

**NOTES:**

**DEPT 171: CONSERVATION COMMISSION  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-171	Wildlife Management	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	Moved to Environmental
5300-300	Professional / Technical	\$25,078.62	\$26,000.00	\$23,922.08	\$28,910.00	\$31,133.00	\$31,133.00	Conservation Consultant, 20 hrs/wk
	Reserve Fund Transfer	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	
		<b>\$25,078.62</b>	<b>\$26,000.00</b>	<b>\$24,122.08</b>	<b>\$28,910.00</b>	<b>\$41,133.00</b>	<b>\$31,133.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-171	Wildlife Management							
	Wetlands Inventory	Wetlands	1	0	\$4,500.00	\$4,500.00	\$0.00	
	Install Flow Control Devices	Wetlands	5	0	\$750.00	\$3,750.00	\$0.00	New devices
	Flow Control Device Maint.	Wetlands	2	0	\$250.00	\$500.00	\$0.00	Current devices
	Flow Control Device Maint.	Wetlands	5	0	\$250.00	\$1,250.00	\$0.00	New devices
					<b>Account Subtotal</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	
5300-300	Professional / Technical							
	Wetlands Protection	Wetlands	470	470	\$29.82	\$14,009.44	\$14,009.44	
	Stormwater Management	Stormwater	470	470	\$29.82	\$14,009.44	\$14,009.44	
	Mandated Reporting	Administration	21	21	\$29.82	\$622.64	\$622.64	
	Property Stewardship	Administration	21	21	\$29.82	\$622.64	\$622.64	
	Board Support	Administration	63	63	\$29.82	\$1,867.92	\$1,867.92	
					<b>Account Subtotal</b>	<b>\$31,132.08</b>	<b>\$31,132.08</b>	

**DEPT 171: CONSERVATION COMMISSION  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$356.73	\$532.93	\$748.93	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
		<b>\$356.73</b>	<b>\$532.93</b>	<b>\$748.93</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	



## DEPT 173: ENVIRONMENTAL BUDGET SUMMARY

Department Reports To: **Town Administrator**  
 Department Contact: **Virginia LeClair**  
 Phone Number: **781-751-9213**  
 Budget Submitted By: **Virginia LeClair**  
 Position: **Environmental Coordinator**

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$62,556.79	\$67,933.60	\$71,678.43	\$74,300.00	\$78,533.72	\$78,534.00	
Purchase of Services	\$472.72	\$876.21	\$610.33	\$1,655.00	\$31,460.00	\$11,460.00	
Supplies	\$850.63	\$590.77	\$360.44	\$350.00	\$878.00	\$0.00	
Other Charges & Expenses	\$2,277.46	\$894.18	\$1,811.20	\$1,600.00	\$1,777.00	\$1,777.00	
	<b>\$66,157.60</b>	<b>\$70,294.76</b>	<b>\$74,460.40</b>	<b>\$77,905.00</b>	<b>\$112,648.72</b>	<b>\$91,771.00</b>	

# DEPT 173: ENVIRONMENTAL SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
1	Environmental Project Management	Education & Outreach (Recycling, Stormwater, Climate Change, Sustainability) Grant Management (DOE, DOER, DCR, NEGEF, Dedham Savings, MWRA, et al.) Community Programs & Events (Solar, Energy, Recycling) Customer Service (Recycling Program, Conservation, Environmental Issues)	\$76,854	\$76,854
2	Sustainability Advisory Committee	Printing & Conference Costs (Green Fair, Bike/Ped, Anti-Idling, et al.)	\$1,025	\$1,025
3	Education & Outreach	Printed Materials & Supplies	\$778	\$0
4	Professional & Technical	Maps & Printed Materials (Pedestrian / Bike Plan, Water Trails, et al.)	\$500	\$500
5	Environmental Project Management	Professional Associations	\$1,711	\$1,711
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
6	Environmental Project Management	Replace Boots	\$100	\$0
7	Environmental Project Management	Inventory & install wetlands flow control devices	\$0	\$10,000
8	Professional & Technical	Technical Assistance (Rail Trail Project)	\$10,000	\$0
9	Professional & Technical	Project Engineering	\$10,000	\$0
10	Maintenance of Dedham Trails	Contracted Maintenance Service	\$10,000	\$0
11	Environmental Project Management	Intern	\$1,680	\$1,680
<b>TOTAL</b>			<b>\$112,647</b>	<b>\$91,770</b>

# DEPT 173: ENVIRONMENTAL PERSONNEL SERVICES

						FY 2013 BUDGET							FY 2014 REQUESTED							FY14				
ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	RECOM-MEND				
MANAGEMENT																								
5110-173	Environmental Coordinator	Management	LeClair	M-4	7/1	1	6	2,840.92	26.1	74,148.01	150.00	74,298.01	1	7	2,938.84	26.1	76,703.72	150.00	76,853.72	76,854.00				
Management Salaries						1				74,148.01	150.00	74,298.01	1				76,703.72	150.00	76,853.72	76,854.00				
OTHER PERSONNEL																								
5120-173	Intern	Management	Intern	N/A	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0	N/A	240.00	7.0	1,680.00	0.00	1,680.00	1,680.00				
Other Personnel Salaries						0				0.00	0.00	0.00	0				1,680.00	0.00	1,680.00	1,680.00				
ROUND TO BUDGET																					0.00			
PERSONNEL SERVICES										1				74,148.01	150.00	74,300.00	1				78,383.72	150.00	78,533.72	78,534.00

**NOTES:**

**DEPT 173: ENVIRONMENTAL  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5240-173	Repairs & Maintenance, Trails	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	
5300-171	Wildlife Management	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	
5300-173	Professional / Technical	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	
5340-340	Printing	\$472.72	\$876.21	\$610.33	\$1,655.00	\$1,460.00	\$1,460.00	
		<b>\$472.72</b>	<b>\$876.21</b>	<b>\$610.33</b>	<b>\$1,655.00</b>	<b>\$31,460.00</b>	<b>\$11,460.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
5240-173	Repairs & Maintenance, Trails							
	Maintenance Service	Maintenance	10,000	0	\$1.00	\$10,000.00	\$0.00	
	Biannual Trail Cleanup	Maintenance	2	2	\$0.00	\$0.00	\$0.00	LL Bean
						<b>\$10,000.00</b>	<b>\$0.00</b>	
								<b>Account Subtotal</b>
5300-171	Wildlife Management							
	Wetlands Inventory	Wetlands	0	1	\$4,500.00	\$0.00	\$4,500.00	
	Install Flow Control Devices	Wetlands	0	5	\$750.00	\$0.00	\$3,750.00	New devices
	Flow Control Device Maint.	Wetlands	0	2	\$250.00	\$0.00	\$500.00	Current devices
	Flow Control Device Maint.	Wetlands	0	5	\$250.00	\$0.00	\$1,250.00	New devices
						<b>\$0.00</b>	<b>\$10,000.00</b>	
								<b>Account Subtotal</b>
5300-173	Professional / Technical							
	Project Engineering	Community	10,000	0	\$1.00	\$10,000.00	\$0.00	
	Technical Assistance	Community	10,000	0	\$1.00	\$10,000.00	\$0.00	Rail Trail
						<b>\$20,000.00</b>	<b>\$0.00</b>	
								<b>Account Subtotal</b>
5340-340	Printing							
	Banner, Sustainability	Education	1	1	\$250.00	\$250.00	\$250.00	
	Banner, Dedham Trails	Community	1	1	\$250.00	\$250.00	\$250.00	
	Banner, Green Fair	Community	1	1	\$250.00	\$250.00	\$250.00	
	Banner, Environmental	Community	1	1	\$250.00	\$250.00	\$250.00	
	11x17 Maps (Bike/Ped)	Community	20	20	\$1.00	\$20.00	\$20.00	
	Maps, Water Trail	Community	4,000	4,000	\$0.00	\$0.00	\$0.00	
	Brochures, Anti-Idling	Education	4,000	4,000	\$0.10	\$400.00	\$400.00	
	Posters, Events	Community	2	2	\$20.00	\$40.00	\$40.00	
						<b>\$1,460.00</b>	<b>\$1,460.00</b>	
								<b>Account Subtotal</b>

**DEPT 173: ENVIRONMENTAL  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$470.92	\$190.77	\$3.29	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
5420-429	Office Supplies, Specialized	\$379.71	\$400.00	\$357.15	\$350.00	\$0.00	\$0.00	Moved to Educational & Other Supplies
5510-173	Educational Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$778.00	\$0.00	Moved to Rubbish & Recycling
5580-173	Other, Protective Shoes	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	
		<b>\$850.63</b>	<b>\$590.77</b>	<b>\$360.44</b>	<b>\$350.00</b>	<b>\$878.00</b>	<b>\$0.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5510-173	Educational Supplies							
	Recycled Denim Pencils, set 2500	Education	2,500	\$0.00	\$0.26	\$650.00	\$0.00	Moved to Rubbish & Recycling
	Recycling Stickers, pk 500	Education	5	\$0.00	\$25.50	\$127.50	\$0.00	Moved to Rubbish & Recycling
	Coloring books	Education	500	\$0.00	\$0.00	\$0.00	\$0.00	Moved to Rubbish & Recycling
					<b>Account Subtotal</b>	<b>\$777.50</b>	<b>\$0.00</b>	
5580-173	Other, Protective Shoes							
	Replace boots	Management	1	\$0.00	\$100.00	\$100.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$100.00</b>	<b>\$0.00</b>	

**DEPT 173: ENVIRONMENTAL  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$374.14	\$68.00	\$264.00	\$200.00	\$165.00	\$165.00	
5580-580	Publications & Subscriptions	\$370.87	\$148.21	\$178.71	\$0.00	\$0.00	\$0.00	
5710-710	Travel Expenses	\$932.45	\$77.97	\$768.49	\$700.00	\$812.00	\$812.00	
5730-730	Dues & Memberships	\$600.00	\$600.00	\$600.00	\$700.00	\$800.00	\$800.00	
		<b>\$2,277.46</b>	<b>\$894.18</b>	<b>\$1,811.20</b>	<b>\$1,600.00</b>	<b>\$1,777.00</b>	<b>\$1,777.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	Env. Bus. Council Quarterly Mtgs	Management	4	4	\$25.00	\$100.00	\$100.00	
	Sustainable Communities Conf.	Management	1	1	\$65.00	\$65.00	\$65.00	
	DEP Recycling Confs, Monthly	Management	12	12	\$0.00	\$0.00	\$0.00	
						<b>\$165.00</b>	<b>\$165.00</b>	
5710-710	Travel Expenses							
	NEMSN Quarterly Mtgs, Parking	Management	4	4	\$30.00	\$120.00	\$120.00	
	NEMSN Quarterly Mtgs	Management	80	80	\$0.56	\$44.40	\$44.40	Boston
	NEMSN Agric. Conf	Management	250	250	\$0.56	\$138.75	\$138.75	Burlington, VT
	NEMSN Agric. Conf, 3 Days Meals	Management	3	3	\$50.00	\$150.00	\$150.00	
	NEMSN Agric. Conf, Lodging	Management	3	3	\$0.00	\$0.00	\$0.00	Comp
	Mass. Mun. Energy Group (3x)	Management	105	105	\$0.56	\$58.28	\$58.28	Wilmington
	Recycling Confs (Statewide, 3x)	Management	180	180	\$0.56	\$99.90	\$99.90	
	Local Travel, ~30 miles / month	Management	360	360	\$0.56	\$199.80	\$199.80	
						<b>\$811.13</b>	<b>\$811.13</b>	
5730-730	Dues & Memberships							
	Urban Sust. Dirs Network	Management	1	1	\$100.00	\$100.00	\$100.00	
	NE Muni. Sust. Network	Management	1	1	\$100.00	\$100.00	\$100.00	
	Intl. Council Local Env. Inits.	Management	1	1	\$600.00	\$600.00	\$600.00	
						<b>\$800.00</b>	<b>\$800.00</b>	

## DEPT 175: PLANNING BOARD BUDGET SUMMARY

Department Reports To: Planning Board  
 Department Contact: Rich McCarthy  
 Phone Number: 781-751-9240  
 Budget Submitted By:  
 Position: Chair

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$105,673.88	\$104,291.20	\$117,203.04	\$121,500.00	\$125,508.77	\$125,511.00	
Purchase of Services	\$26,360.11	\$10,619.80	\$13,771.40	\$10,500.00	\$41,000.00	\$11,000.00	
Supplies	\$798.41	\$1,199.57	\$1,334.97	\$0.00	\$0.00	\$0.00	
Other Charges & Expenses	\$1,049.00	\$110.00	\$675.60	\$950.00	\$1,277.00	\$1,277.00	
	<b>\$133,881.40</b>	<b>\$116,220.57</b>	<b>\$132,985.01</b>	<b>\$132,950.00</b>	<b>\$167,785.77</b>	<b>\$137,788.00</b>	

# DEPT 175: PLANNING BOARD SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
1	Planning	Planning Board	\$0	\$0
2	Planning	Permitting & Compliance	\$82,438	\$82,439
3	Administration	Town Meeting Advertisement	\$4,000	\$4,000
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
4	Planning	Project Management	\$19,684	\$19,684
		Traffic Planning	\$3,000	\$3,000
		Zoning Review	\$4,000	\$4,000
		Master Plan Update	\$0	\$0
		Land Use Planning	\$0	\$0
5	Administration	Board Support & Customer Service	\$23,387	\$23,388
6	Administration	Print Zoning By-Laws	\$0	\$0
7	Planning	Professional Association (Planning)	\$977	\$977
	Planning	Professional Association (Land Use)	\$200	\$200
	Planning	Professional Association (DHCD)	\$100	\$100
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
8	Planning	Housing Planning Study	\$30,000	\$0
	<b>TOTAL</b>		<b>\$167,786</b>	<b>\$137,788</b>

**DEPT 175: PLANNING BOARD  
PERSONNEL SERVICES**

						FY 2013 BUDGET							FY 2014 REQUESTED							FY14
ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	RECOM-MEND
<b>MANAGEMENT</b>																				
5110-175	Town Planner	Planning	McCarthy	M-5	7/1	1	4	2,916.08	26.1	76,109.69	0.00	76,109.69	1	5	3,016.64	26.1	78,734.30	0.00	78,734.30	78,735.00
Management Salaries						1				76,109.69	0.00	76,109.69	1				78,734.30	0.00	78,734.30	78,735.00
<b>SUPPORT STAFF</b>																				
5110-177	Admin Assistant I	Administration	Webster	SS-3	1/1	1	5	1,761.00	13.05	22,981.05	0.00	22,981.05	1	6	1,823.25	13.05	23,793.41	0.00	23,793.41	23,794.00
							4	1,701.00	13.05	22,198.05	0.00	22,198.05		5	1,761.00	13.05	22,981.05	0.00	22,981.05	22,982.00
Support Staff Salaries						1				45,179.10	0.00	45,179.10	1				46,774.46	0.00	46,774.46	46,776.00
ROUND TO BUDGET												211.21								0.00
<b>PERSONNEL SERVICES</b>						<b>2</b>				<b>121,288.79</b>	<b>0.00</b>	<b>121,500.00</b>	<b>2</b>				<b>125,508.77</b>	<b>0.00</b>	<b>125,508.77</b>	<b>125,511.00</b>

**NOTES:**

**DEPT 175: PLANNING BOARD  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-300	Professional / Technical	\$8,446.00	\$5,250.00	\$6,170.00	\$8,500.00	\$37,000.00	\$7,000.00	
5300-310	Advertising	\$1,808.30	\$893.80	\$5,286.40	\$2,000.00	\$4,000.00	\$4,000.00	
5340-340	Print Master Plan	\$1,893.87	\$1,427.00	\$715.00	\$0.00	\$0.00	\$0.00	
	Print Zoning By-Laws / Maps	\$211.94	\$49.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Master Plan Update	\$14,000.00	\$3,000.00	\$1,600.00	\$0.00	\$0.00	\$0.00	
		<b>\$26,360.11</b>	<b>\$10,619.80</b>	<b>\$13,771.40</b>	<b>\$10,500.00</b>	<b>\$41,000.00</b>	<b>\$11,000.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-300	Professional / Technical							
	Traffic study	Planning	1	1	\$3,000.00	\$3,000.00	\$3,000.00	
	Zoning study	Planning	1	1	\$4,000.00	\$4,000.00	\$4,000.00	
	Housing Demand & Production Plan	Planning	30,000	0	\$1.00	\$30,000.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$37,000.00</b>	<b>\$7,000.00</b>	
5300-310	Advertising							
	Annual Town Meeting	Admin.	6	6	\$500.00	\$3,000.00	\$3,000.00	Articles posted 2x,
	Special Town Meeting	Admin.	2	2	\$500.00	\$1,000.00	\$1,000.00	~\$250/ea
	Zoning By-Laws	Admin.	75	75	\$0.00	\$0.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>	

**DEPT 175: PLANNING BOARD  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$798.41	\$1,199.57	\$1,334.97	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
		<b>\$798.41</b>	<b>\$1,199.57</b>	<b>\$1,334.97</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**DEPT 175: PLANNING BOARD  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$0.00	\$0.00	\$0.00	\$200.00	\$100.00	\$100.00	
5580-580	Publications & Subscriptions	\$325.00	\$0.00	\$0.00	\$100.00	\$200.00	\$200.00	
5710-710	Travel Expenses	\$119.00	\$0.00	\$300.30	\$350.00	\$422.00	\$422.00	
5730-730	Dues & Memberships	\$605.00	\$110.00	\$375.30	\$300.00	\$555.00	\$555.00	
		<b>\$1,049.00</b>	<b>\$110.00</b>	<b>\$675.60</b>	<b>\$950.00</b>	<b>\$1,277.00</b>	<b>\$1,277.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	DHCD	Planning	2	2	\$50.00	\$100.00	\$100.00	Dept Housing & Comm Dev.
						<b>\$100.00</b>	<b>\$100.00</b>	
								<b>Account Subtotal</b>
5580-580	Publications & Subscriptions							
	Land Use Planning Law	Planning	1	1	\$200.00	\$200.00	\$200.00	
						<b>\$200.00</b>	<b>\$200.00</b>	
								<b>Account Subtotal</b>
5710-710	Travel Expenses							
	MAPD	Planning	240	240	\$0.56	\$133.20	\$133.20	Quarterly meetings
	Local projects: ~10 miles/wk	Planning	520	520	\$0.56	\$288.60	\$288.60	
						<b>\$421.80</b>	<b>\$421.80</b>	
								<b>Account Subtotal</b>
5730-730	Dues & Memberships							
	MAPD	Planning	1	1	\$75.00	\$75.00	\$75.00	MA Assn. Planning Dirs.
	APA Membership	Planning	1	1	\$260.00	\$260.00	\$260.00	Amer. Planning Assn.
	APA - Certified Planner	Planning	1	1	\$145.00	\$145.00	\$145.00	
	APA - State Chapter	Planning	1	1	\$75.00	\$75.00	\$75.00	
						<b>\$555.00</b>	<b>\$555.00</b>	
								<b>Account Subtotal</b>

# DEPT 182: ECONOMIC DEVELOPMENT BUDGET SUMMARY

Department Reports To: **Town Administrator**  
 Department Contact: **Karen O'Connell**  
 Phone Number: **781-751-9175**  
 Budget Submitted By: **William Keegan**  
 Position: **Town Administrator**

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$67,261.02	\$70,272.69	\$74,148.01	\$77,000.00	\$76,853.72	\$76,854.00	
Purchase of Services	\$0.00	\$0.00	\$0.00	\$0.00	\$5,300.00	\$300.00	
Other Charges & Expenses	\$9,206.80	\$8,147.97	\$7,893.02	\$8,700.00	\$8,700.00	\$8,700.00	
	<b>\$76,467.82</b>	<b>\$78,420.66</b>	<b>\$82,041.03</b>	<b>\$85,700.00</b>	<b>\$90,853.72</b>	<b>\$85,854.00</b>	

# DEPT 182: ECONOMIC DEVELOPMENT SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
1	State & Regional Representation	Neponset Valley Chamber of Commerce	\$6,250	\$6,250
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
2	Economic Development Management	Grants, Community Development, and Project Management (Director)	\$76,854	\$76,854
3	State & Regional Representation	Professional Associations	\$210	\$210
4	State & Regional Representation	Meetings & Conferences	\$1,200	\$1,200
5	Business Services	Publications & Business Resources	\$70	\$70
6	Economic Development Management	Publications & Business Resources	\$70	\$70
7	Community Development	Professional Associations	\$200	\$200
8	Economic Development Management	Conference	\$700	\$700
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
9	Business Services	Business Service Program Research	\$5,000	\$0
10	Marketing	Update Business Outreach & Marketing Materials	\$300	\$300
<b>TOTAL</b>			<b>\$90,854</b>	<b>\$85,854</b>

**DEPT 182: ECONOMIC DEVELOPMENT  
PERSONNEL SERVICES**

						FY 2013 BUDGET							FY 2014 REQUESTED							FY14
ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	RECOM- MEND
MANAGEMENT																				
5110-182	Economic Dev. Dir.	Mgmt.	O'Connell	M-4	N/A	1	7	2,938.84	26.1	76,703.72	150.00	76,853.72	1	7	2,938.84	26.1	76,703.72	150.00	76,853.72	76,854.00
Management Salaries						1				76,703.72	150.00	76,853.72	1				76,703.72	150.00	76,853.72	76,854.00
ROUND TO BUDGET												146.28							0.00	
PERSONNEL SERVICES						1				76,703.72	150.00	77,000.00	1				76,703.72	150.00	76,853.72	76,854.00

**NOTES:**

**DEPT 182: ECONOMIC DEVELOPMENT  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-182	Professional / Technical	\$0.00	\$0.00	\$0.00	\$0.00	\$5,300.00	\$300.00	
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,300.00</b>	<b>\$300.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-182	Professional / Technical							
	Business/CRE Brochure	Business	5,000	0	\$1.00	\$5,000.00	\$0.00	
	Print Expenses Brochure	Business	300	300	\$1.00	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$5,300.00</b>	<b>\$300.00</b>	

**DEPT 182: ECONOMIC DEVELOPMENT  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-182	Neponset Valley Chamber	\$7,500.00	\$6,425.00	\$5,897.00	\$6,250.00	\$6,250.00	\$6,250.00	
5300-330	Meeting & Conference Fees	\$603.15	\$638.47	\$803.00	\$1,200.00	\$1,200.00	\$1,200.00	
5580-580	Publications & Subscriptions	\$346.50	\$444.50	\$471.40	\$300.00	\$140.00	\$140.00	
5710-710	Travel Expenses	\$427.15	\$465.00	\$511.62	\$700.00	\$700.00	\$700.00	
5730-730	Dues & Memberships	\$330.00	\$175.00	\$210.00	\$250.00	\$410.00	\$410.00	
		<b>\$9,206.80</b>	<b>\$8,147.97</b>	<b>\$7,893.02</b>	<b>\$8,700.00</b>	<b>\$8,700.00</b>	<b>\$8,700.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-182	Neponset Valley Chamber							
	Regional Working Group	Regional	6,250	6,250	\$1.00	\$6,250.00	\$6,250.00	
						<b>Account Subtotal</b>	<b>\$6,250.00</b>	<b>\$6,250.00</b>
5300-330	Meeting & Conference Fees							
	MA Econ. Dev. Council	Regional	250	250	\$1.00	\$250.00	\$250.00	
	Metro Area Planning Council	Regional	200	200	\$1.00	\$200.00	\$200.00	
	Other - Various Mtgs & Conf	Regional	750	750	\$1.00	\$750.00	\$750.00	
						<b>Account Subtotal</b>	<b>\$1,200.00</b>	<b>\$1,200.00</b>
5580-580	Publications & Subscriptions							
	Print & Online White Papers	Business	1	1	\$70.00	\$70.00	\$70.00	
	Print & Online White Papers	Mgmt	1	1	\$70.00	\$70.00	\$70.00	
						<b>Account Subtotal</b>	<b>\$140.00</b>	<b>\$140.00</b>
5710-710	Travel Expenses							
	Conference Airfare & Parking	Mgmt	1	1	\$600.00	\$600.00	\$600.00	
	Local mileage (~40 miles/mtg)	Mgmt	180	180	\$0.56	\$100.00	\$100.00	
						<b>Account Subtotal</b>	<b>\$700.00</b>	<b>\$700.00</b>
5730-730	Dues & Memberships							
	MA Econ. Dev. Council	Regional	1	1	\$210.00	\$210.00	\$210.00	
	NE Developers Assn.							
	National Civic League	Community	1	1	\$200.00	\$200.00	\$200.00	
						<b>Account Subtotal</b>	<b>\$410.00</b>	<b>\$410.00</b>

# DEPT 192: CENTRAL FACILITIES BUDGET SUMMARY

Department Reports To: Town Administrator, Superintendent of Schools  
 Department Contact: Taissir Alani  
 Phone Number: 781-326-5622  
 Budget Submitted By: Taissir Alani  
 Position: Director of Facilities

COMBINED FACILITIES BUDGET							
DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$0.00	\$0.00	\$0.00	\$1,777,885.72	\$1,748,845.75	\$1,748,849.11	
Overtime & Substitutes	\$0.00	\$0.00	\$0.00	\$66,516.03	\$133,031.25	\$101,639.25	
Utilities	\$1,103,620.97	\$1,130,044.41	\$1,179,000.00	\$1,908,000.00	\$1,978,656.00	\$2,011,902.00	
Telephone	\$41,167.69	\$35,944.03	\$42,800.00	\$162,800.00	\$170,000.00	\$170,000.00	
Purchase of Services	\$250,579.26	\$155,064.67	\$242,000.00	\$414,000.00	\$586,490.00	\$586,490.00	
Supplies	\$193,414.26	\$172,892.22	\$186,000.00	\$227,700.00	\$262,045.00	\$262,045.00	
Other Charges & Expenses	\$120.12	\$764.01	\$2,000.00	\$2,000.00	\$9,500.00	\$7,700.00	
	<b>\$1,588,902.30</b>	<b>\$1,494,709.34</b>	<b>\$1,651,800.00</b>	<b>\$4,558,901.75</b>	<b>\$4,888,567.99</b>	<b>\$4,888,625.36</b>	

TOWN FACILITIES							
DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$0.00	\$0.00	\$0.00	\$247,242.00	\$215,485.64	\$215,489.00	
Substitutes	\$0.00	\$0.00	\$0.00	\$0.00	\$63,040.00	\$31,648.00	
Utilities	\$0.00	\$0.00	\$0.00	\$650,000.00	\$709,656.00	\$742,902.00	
Telephone	\$0.00	\$0.00	\$0.00	\$120,000.00	\$127,200.00	\$127,200.00	
Purchase of Services	\$0.00	\$0.00	\$0.00	\$187,000.00	\$354,490.00	\$354,490.00	
Supplies	\$0.00	\$0.00	\$0.00	\$38,100.00	\$81,345.00	\$81,345.00	
Other Charges & Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$2,100.00	\$2,100.00	
	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,242,342.00</b>	<b>\$1,553,316.64</b>	<b>\$1,555,174.00</b>	

SCHOOL FACILITIES							
DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$0.00	\$0.00	\$0.00	\$1,530,643.72	\$1,533,360.11	\$1,533,360.11	
Overtime & Substitutes	\$0.00	\$0.00	\$0.00	\$66,516.03	\$69,991.25	\$69,991.25	
Utilities	\$1,103,620.97	\$1,130,044.41	\$1,179,000.00	\$1,258,000.00	\$1,269,000.00	\$1,269,000.00	
Telephone	\$41,167.69	\$35,944.03	\$42,800.00	\$42,800.00	\$42,800.00	\$42,800.00	
Purchase of Services	\$250,579.26	\$155,064.67	\$242,000.00	\$227,000.00	\$232,000.00	\$232,000.00	
Supplies	\$193,414.26	\$172,892.22	\$186,000.00	\$189,600.00	\$180,700.00	\$180,700.00	
Other Charges & Expenses	\$120.12	\$764.01	\$2,000.00	\$2,000.00	\$7,400.00	\$5,600.00	
	<b>\$1,588,902.30</b>	<b>\$1,494,709.34</b>	<b>\$1,651,800.00</b>	<b>\$3,316,559.75</b>	<b>\$3,335,251.36</b>	<b>\$3,333,451.36</b>	

# DEPT 192: CENTRAL FACILITIES SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS - TOWN FACILITIES

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Utilities	Electricity & Heating	\$683,424	\$716,670
	Utilities	Water	\$26,232	\$26,232
	Maintenance	Generator Inspections & Service	\$6,150	\$6,150
	Security	Fire Alarm Testing	\$2,500	\$2,500
	Maintenance	Elevator Inspections & Service	\$7,250	\$7,250
	Utilities	ESCO Equipment Warranties	\$200,000	\$200,000
	Custodial	Protective Clothing & Shoes	\$2,500	\$2,500
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Custodial	Custodial Salaries, Substitutes & Supplies	\$260,838	\$252,489
	Maintenance	Maintenance Substitutes, Services & Supplies	\$128,750	\$120,398
	Security	Security Alarms	\$1,800	\$1,800
	Telephone	Office Telephone & Service	\$60,000	\$60,000
	Grounds	Groundskeeping Services & Supplies	\$6,296	\$6,296
	Telephone	Wireless Telephone & Service	\$61,200	\$61,200
	Utilities	Energy Management Systems Consulting	\$25,000	\$25,000
	Design	Architectural & Design Consulting Services	\$22,200	\$22,200
	Management	Management Software	\$1,440	\$1,440
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Telephone	Install Telephone Switches	\$6,000	\$6,000
	Management	Professional Associations	\$2,100	\$2,100
	Custodial	Seasonal Apprentice & Student Worker Program	\$23,296	\$16,000
	Maintenance	Seasonal Apprentice & Student Worker Program	\$23,040	\$15,648
	Grounds	Tree Plantings	\$3,000	\$3,000
	Custodial	Uniforms	\$300	\$300
		<b>TOTAL</b>	<b>\$1,553,316</b>	<b>\$1,555,173</b>

**DEPT 192: CENTRAL FACILITIES  
PERSONNEL SERVICES - TOWN**

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	
<b>CUSTODIAL STAFF</b>																				
5110-193	Custodian	Custodial	Fitzhenry	FS-3	N/A	1	7	1,884.75	26.1	49,191.98	470.00	49,661.98	1	7	1,884.75	26.1	49,191.98	470.00	49,661.98	49,662.00
5110-193	Custodian	Custodial	McDonough	FS-3	N/A	1	7	1,884.75	26.1	49,191.98	310.00	49,501.98	1	7	1,884.75	26.1	49,191.98	390.00	49,581.98	49,582.00
5110-193	Custodian	Custodial	Waishek	FS-3	N/A	1	7	1,884.75	26.1	49,191.98	230.00	49,421.98	1	7	1,884.75	26.1	49,191.98	230.00	49,421.98	49,422.00
5110-193	Assistant Custodian	Custodial	Carew	FS-2	N/A	0.5	7	935.20	26.1	24,408.72	82.50	24,491.22	0.5	7	935.20	26.1	24,408.72	82.50	24,491.22	24,492.00
5110-193	Assistant Custodian	Custodial	Maloney	FS-2	7/1	0.5	6	848.25	26.1	22,139.33	0.00	22,139.33	0.5	7	876.75	26.1	22,883.18	0.00	22,883.18	22,884.00
5110-193	Assistant Custodian	Custodial	Podolski	FS-2	7/1	0.25	1	356.81	26.1	9,312.81	0.00	9,312.81	0.25	2	369.38	26.1	9,640.69	0.00	9,640.69	9,641.00
5110-193	Assistant Custodian	Custodial	Ramos	FS-2	12/1	0.25	2	369.38	13.05	4,820.34	0.00	4,820.34	0.25	3	381.94	13.05	4,984.28	0.00	4,984.28	4,985.00
							1	356.81	13.05	4,656.40	0.00	4,656.40		2	369.38	13.05	4,820.34	0.00	4,820.34	4,821.00
Custodial Salaries						4.53				212,913.52	1,092.50	214,006.02	4.53				214,313.14	1,172.50	215,485.64	215,489.00
<b>SUBSTITUTES</b>																				
	Substitutes	Maintenance	TBD	N/A	N/A	0	N/A	1,278.21	26.1	33,233.52	0.00	33,233.52	0	N/A	0.00	6.0	0.00	0.00	0.00	0.00
Substitutes Salaries						0				33,233.52	0.00	33,233.52	0				0.00	0.00	0.00	0.00
Round to Budget												2.46							0.00	
<b>PERSONNEL SERVICES</b>						<b>4.53</b>				<b>212,913.52</b>	<b>1,092.50</b>	<b>247,242.00</b>	<b>4.53</b>				<b>214,313.14</b>	<b>1,172.50</b>	<b>215,485.64</b>	<b>215,489.00</b>

**NOTES:**

Moved Substitutes to Overtime & Substitutes

**DEPT 192: CENTRAL FACILITIES  
PERSONNEL SERVICES - SCHOOL**

ACCT	TITLE	BUILDING	SERVICE	NAME	CODE	STEP	DATE	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM-MEND			
								FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	STI-PEND	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY		STI-PEND	WAGES TOTAL	
<b>MANAGEMENT</b>																									
	Facilities Director	Systemwide	Management	Alani		N/A		1	N/A	4,315.38	26.0	110,000.00	0.00	0.00	110,000.00	1	N/A	4,315.38	26.0	112,200.00	0.00	0.00	112,200.00	112,200.00	
	Asst to Supt.	Systemwide	Management	LaFrancesca		N/A		0	N/A	384.62	26.0	10,000.00	0.00	0.00	10,000.00	0	N/A	384.62	26.0	10,000.00	0.00	0.00	10,000.00	10,000.00	
	Asst to Director	Systemwide	Management	Lazdowsky, Rog.		N/A		0	N/A		26.0	0.00	0.00	0.00	0.00	1	N/A	2,239.23	26.0	58,220.00	1,100.00	0.00	59,320.00	59,320.00	
	Management Salaries							1					120,000.00	0.00		120,000.00	2				180,420.00	1,100.00		181,520.00	181,520.00
<b>MAINTENANCE STAFF</b>																									
	Electrician	Systemwide	Maintenance	Altanbour		N/A										1	6	2,365.46	26.0	61,501.97	0.00	0.00	61,501.97	61,501.97	
	HVAC Technician	Systemwide	Maintenance	Coppola		N/A										1	6	2,365.46	26.0	61,501.97	0.00	0.00	61,501.97	61,501.97	
	Plumber	Systemwide	Maintenance	MacDonald		N/A										1	6	2,365.46	26.0	61,501.97	700.00	0.00	62,201.97	62,201.97	
	Carpenter	Systemwide	Maintenance	Overko		N/A										1	6	2,365.46	26.0	61,501.97	800.00	0.00	62,301.97	62,301.97	
	Maintenance Salaries							0				0.00	1,500.00		245,072.28	4				246,007.88	1,500.00		247,507.88	247,507.88	
<b>CUSTODIAL STAFF</b>																									
	Senior Custodian	Middle School	Custodial	Lazdowsky, D.		N/A										1	MAX	2,026.54	26.0	52,690.16	1,000.00	0.00	53,690.16	53,690.16	
	Head Custodian	Greenlodge	Custodial	Feely		N/A										1	5	1,867.65	26.0	48,558.94	1,100.00	2,080.00	51,738.94	51,738.94	
	Head Custodian	High School	Custodial	Garlick		N/A										1	4	1,772.67	26.0	46,089.45	600.00	2,080.00	48,769.45	48,769.45	
	Head Custodian	Oakdale	Custodial	Radzikowski		N/A										1	5	1,867.65	26.0	48,558.94	600.00	2,080.00	51,238.94	51,238.94	
	Head Custodian	Avery	Custodial	Lazdowsky, Rob.		4/8										1	5	1,772.67	26.0	46,089.45	0.00	2,080.00	48,169.45	48,169.45	
																	4					569.88	569.88		
	Custodian	High School	Custodial	Walmsley		N/A										1	5	1,867.65	26.0	48,558.94	1,000.00	0.00	49,558.94	49,558.94	
	Custodian	High School	Custodial	Kavanagh		N/A										1	5	1,867.65	26.0	48,558.94	900.00	0.00	49,458.94	49,458.94	
	Custodian	High School	Custodial	Downey		N/A										1	5	1,867.65	26.0	48,558.94	800.00	0.00	49,358.94	49,358.94	
	Custodian	Middle School	Custodial	Foley		N/A										1	5	1,867.65	26.0	48,558.94	800.00	0.00	49,358.94	49,358.94	
	Custodian	Middle School	Custodial	Quinlan		N/A										1	5	1,867.65	26.0	48,558.94	800.00	0.00	49,358.94	49,358.94	
	Custodian	Oakdale	Custodial	Jenkins		N/A										1	5	1,867.65	26.0	48,558.94	700.00	0.00	49,258.94	49,258.94	
	Custodian	High School	Custodial	Weir		N/A										1	5	1,867.65	26.0	48,558.94	700.00	0.00	49,258.94	49,258.94	
	Custodian	Greenlodge	Custodial	Begin, J.		N/A										1	5	1,867.65	26.0	48,558.94	600.00	0.00	49,158.94	49,158.94	
	Custodian	Avery	Custodial	Begin, K.		N/A										1	5	1,867.65	26.0	48,558.94	600.00	0.00	49,158.94	49,158.94	
	Custodian	Middle School	Custodial	Evans		N/A										1	5	1,867.65	26.0	48,558.94	600.00	0.00	49,158.94	49,158.94	
	Custodian	Middle School	Custodial	Kaltsunas		N/A										1	5	1,867.65	26.0	48,558.94	600.00	0.00	49,158.94	49,158.94	
	Custodian	Middle School	Custodial	Mucciaccio		N/A										1	5	1,867.65	26.0	48,558.94	600.00	0.00	49,158.94	49,158.94	
	Custodian	Riverdale	Custodial	Norton		N/A										1	5	1,867.65	26.0	48,558.94	600.00	0.00	49,158.94	49,158.94	
	Custodian	Avery	Custodial	Rogers		N/A										1	5	1,867.65	26.0	48,558.94	600.00	0.00	49,158.94	49,158.94	
	Custodian	High School	Custodial	McCann		5/14										1	5	1,772.67	26.0	46,089.45	0.00	0.00	46,089.45	46,089.45	
																	4					379.92	379.92		
	Custodian	Admin	Custodial	Vacant		N/A										1	4	1,772.67	26.0	46,089.45	0.00	0.00	46,089.45	46,089.45	
	Custodian	High School	Custodial	Pimentel		4/1										1	3	1,682.41	26.0	43,742.60	0.00	0.00	43,742.60	43,742.60	
																	2					287.02	287.02		
	Custodian	Riverdale	Custodial	Donahue		4/1										0.5	3	841.20	26.0	21,871.30	0.00	0.00	21,871.30	21,871.30	
																	2					143.51	143.51		
	Custodial Salaries							0.0				0.00	12,000.00	6,240.00	1,045,571.44	22.5				1,080,985.23	13,200.00	8,320.00	1,102,505.23	1,102,505.23	
<b>OTHER PERSONNEL</b>																									
	Attendance Officer		Maintenance	Matthies		N/A	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0	N/A	70.27	26.0	1,827.00	0.00	0.00	1,827.00	1,827.00	
	Other Personnel Salaries							0				0.00	0.00	0.00	0.00	0				1,827.00	0.00		1,827.00	1,827.00	
	Round to Budget														2.46									0.00	0.00
	<b>PERSONNEL SERVICES</b>							<b>2.0</b>				<b>240,000.00</b>	<b>13,500.00</b>	<b>6,240.00</b>	<b>1,530,643.72</b>	<b>28.5</b>				<b>1,509,240.11</b>	<b>15,800.00</b>	<b>8,320.00</b>	<b>1,533,360.11</b>	<b>1,533,360.11</b>	

NOTES:

**DEPT 192: CENTRAL FACILITIES  
OVERTIME & SUBSTITUTES - TOWN**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Substitutes, Custodial	\$0.00	\$0.00	\$0.00	\$0.00	\$31,648.00	\$16,000.00	Moved from Personnel
	Substitutes, Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$31,392.00	\$15,648.00	
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$63,040.00</b>	<b>\$31,648.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
Substitutes, Custodial								
Regular Substitutes	Custod.	418	0	\$20.00	\$8,352.00	\$0.00	Average ~8 hrs/wk	
Apprentice, Summer	Custod.	256	256	\$12.00	\$3,072.00	\$3,072.00	1 worker, 32 hrs/wk, 8 wks	
Apprentice, Summer	Custod.	256	256	\$12.00	\$3,072.00	\$3,072.00	1 worker, 32 hrs/wk, 8 wks	
Apprentice, Summer	Custod.	256	256	\$12.00	\$3,072.00	\$3,072.00	1 worker, 32 hrs/wk, 8 wks	
Apprentice, Summer	Custod.	256	256	\$12.00	\$3,072.00	\$3,072.00	1 worker, 32 hrs/wk, 8 wks	
Apprentice, Winter	Custod.	128	0	\$12.00	\$1,536.00	\$0.00	1 worker, 32 hrs/wk, 4 wks	
Apprentice, Winter	Custod.	128	0	\$12.00	\$1,536.00	\$0.00	1 worker, 32 hrs/wk, 4 wks	
Apprentice, Winter	Custod.	128	0	\$12.00	\$1,536.00	\$0.00	1 worker, 32 hrs/wk, 4 wks	
Summer Program	Custod.	256	128	\$10.50	\$2,688.00	\$1,344.00	HS student, 32 hrs/wk, 8 wks	
Summer Program	Custod.	256	128	\$10.50	\$2,688.00	\$1,344.00	HS student, 32 hrs/wk, 8 wks	
Spring Program	Custod.	128	128	\$8.00	\$1,024.00	\$1,024.00	4 HS students, 8 hrs/wk, 4 wks	
<b>Account Subtotal</b>					<b>\$31,648.00</b>	<b>\$16,000.00</b>		
Substitutes, Maintenance								
Regular Substitutes	Maint.	418	0	\$20.00	\$8,352.00	\$0.00	Average ~8 hrs/wk	
Apprentices, Electric	Maint.	256	256	\$12.00	\$3,072.00	\$3,072.00	1 worker, 32 hrs/wk, 8 wks	
Apprentices, HVAC	Maint.	256	256	\$12.00	\$3,072.00	\$3,072.00	1 worker, 32 hrs/wk, 8 wks	
Apprentices, Plumbing	Maint.	256	256	\$12.00	\$3,072.00	\$3,072.00	1 worker, 32 hrs/wk, 8 wks	
Apprentices, Carpentry	Maint.	256	256	\$12.00	\$3,072.00	\$3,072.00	1 worker, 32 hrs/wk, 8 wks	
Summer Program, Electric	Maint.	256	80	\$10.50	\$2,688.00	\$840.00	HS student, 32 hrs/wk, 8 wks	
Summer Program, HVAC	Maint.	256	80	\$10.50	\$2,688.00	\$840.00	HS student, 32 hrs/wk, 8 wks	
Summer Program, Plumbing	Maint.	256	80	\$10.50	\$2,688.00	\$840.00	HS student, 32 hrs/wk, 8 wks	
Summer Program, Carpentry	Maint.	256	80	\$10.50	\$2,688.00	\$840.00	HS student, 32 hrs/wk, 8 wks	
<b>Account Subtotal</b>					<b>\$31,392.00</b>	<b>\$15,648.00</b>		

**DEPT 192: CENTRAL FACILITIES  
OVERTIME & SUBSTITUTES - SCHOOL**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Overtime, General	\$0.00	\$0.00	\$0.00	\$20,100.00	\$20,301.00	\$20,301.00	
	Overtime, Use of Schools	\$0.00	\$0.00	\$0.00	\$14,391.00	\$14,534.91	\$14,534.91	
	Substitutes, Maintenance	\$0.00	\$0.00	\$0.00	\$5,244.00	\$10,244.00	\$10,244.00	
	Call-Backs	\$0.00	\$0.00	\$0.00	\$26,781.03	\$24,911.34	\$24,911.34	
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$66,516.03</b>	<b>\$69,991.25</b>	<b>\$69,991.25</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
Overtime, General								
Overtime, General	Maint.	580	580	\$35.02	\$20,301.00	\$20,301.00	Average 11 hrs/wk	
<b>Account Subtotal</b>					<b>\$20,301.00</b>	<b>\$20,301.00</b>		
Overtime, Use of Schools								
Overtime, Use of Schools	Maint.	415	415	\$35.02	\$14,534.91	\$14,534.91	Average 8 hrs/wk	
<b>Account Subtotal</b>					<b>\$14,534.91</b>	<b>\$14,534.91</b>		
Summer Maintenance Program								
Summer Program, Electric	Maint.	244	244	\$10.50	\$2,561.00	\$2,561.00	HS student, 30.5 hrs/wk, 8 wks	
Summer Program, HVAC	Maint.	244	244	\$10.50	\$2,561.00	\$2,561.00	HS student, 30.5 hrs/wk, 8 wks	
Summer Program, Plumbing	Maint.	244	244	\$10.50	\$2,561.00	\$2,561.00	HS student, 30.5 hrs/wk, 8 wks	
Summer Program, Carpentry	Maint.	244	244	\$10.50	\$2,561.00	\$2,561.00	HS student, 30.5 hrs/wk, 8 wks	
<b>Account Subtotal</b>					<b>\$10,244.00</b>	<b>\$10,244.00</b>		
Call-Backs								
Unscheduled Call-Backs	Maint.	24,911	24,911	\$1.00	\$24,911.34	\$24,911.34		
<b>Account Subtotal</b>					<b>\$24,911.34</b>	<b>\$24,911.34</b>		

**DEPT 192: CENTRAL FACILITIES  
UTILITIES - TOWN**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5210-210	Utilities, Electricity	\$0.00	\$0.00	\$0.00	\$330,000.00	\$296,754.00	\$330,000.00	
5210-220	Utilities, Heat	\$0.00	\$0.00	\$0.00	\$320,000.00	\$330,420.00	\$330,420.00	
5211-192	ESCO Rate Increase (Town Bldgs)	\$0.00	\$0.00	\$0.00	\$0.00	\$19,500.00	\$19,500.00	Built-In 3% Increase
	ESCO Rate Increase (School Bldgs)	\$0.00	\$0.00	\$0.00	\$0.00	\$36,750.00	\$36,750.00	Built-In 3% Increase
5230-230	Utilities, Water	\$0.00	\$0.00	\$0.00	\$0.00	\$26,232.00	\$26,232.00	Moved from Supplies
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$650,000.00</b>	<b>\$709,656.00</b>	<b>\$742,902.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA		
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES		
5210-210	Utilities, Electricity		K/Wh						
	Town Hall	Utilities	120,000	120,000	\$0.22	\$26,400.00	\$26,400.00		
	Police Station	Utilities	160,000	160,000	\$0.22	\$35,200.00	\$35,200.00		
	Fire Station, Main	Utilities	75,000	75,000	\$0.22	\$16,500.00	\$16,500.00		
	Fire Station, East Dedham	Utilities	25,000	25,000	\$0.22	\$5,500.00	\$5,500.00		
	DPW Building & Garage	Utilities	122,400	122,400	\$0.22	\$26,928.00	\$26,928.00		
	Library, Main	Utilities	56,000	56,000	\$0.22	\$12,320.00	\$12,320.00		
	Pool	Utilities	275,000	275,000	\$0.22	\$60,500.00	\$60,500.00		
	Dolan Center	Utilities	65,000	65,000	\$0.22	\$14,300.00	\$14,300.00		
	Endicott Estate & Library	Utilities	80,000	80,000	\$0.22	\$17,600.00	\$17,600.00		
	Traditions	Utilities	16,000	16,000	\$0.22	\$3,520.00	\$3,520.00		
	Rustcraft Concession Stand	Utilities	24,000	24,000	\$0.22	\$5,280.00	\$5,280.00		
	434 Washington	Utilities	12,000	12,000	\$0.22	\$2,640.00	\$2,640.00		
	Brookdale Cemetery	Utilities	13,500	13,500	\$0.22	\$2,970.00	\$2,970.00		
	Legacy Place Pump	Utilities	102,000	102,000	\$0.22	\$22,440.00	\$22,440.00		
	Providence Hwy Signal	Utilities	36,000	36,000	\$0.22	\$7,920.00	\$7,920.00		
	Dedham Square Signals	Utilities	42,000	42,000	\$0.22	\$9,240.00	\$9,240.00		
	DPW Pump	Utilities	12,000	12,000	\$0.22	\$2,640.00	\$2,640.00		
	Rte 1 Rotary Signal	Utilities	24,000	24,000	\$0.22	\$5,280.00	\$5,280.00		
	Eastbrook / Washington Signal	Utilities	12,000	12,000	\$0.22	\$2,640.00	\$2,640.00		
	Bussey / Colburn Signal	Utilities	12,000	12,000	\$0.22	\$2,640.00	\$2,640.00		
	Other Traffic Signals & Pumps	Utilities	64,980	64,980	\$0.22	\$14,295.60	\$14,295.60		
	Reserve for Rate Increase	Utilities	0	33,246	\$1.00	\$0.00	\$33,246.40		
						<b>Account Subtotal</b>	<b>\$296,753.60</b>	<b>\$330,000.00</b>	
5210-220	Utilities, Heat		KBtu						
	Town Hall	Utilities	60,000	60,000	\$1.90	\$114,000.00	\$114,000.00		
	Police Station	Utilities	7,000	7,000	\$1.90	\$13,300.00	\$13,300.00		
	Fire Station, Main	Utilities	8,500	8,500	\$1.90	\$16,150.00	\$16,150.00		
	Fire Station, East Dedham	Utilities	6,500	6,500	\$1.90	\$12,350.00	\$12,350.00		
	DPW Building	Utilities	11,000	11,000	\$1.90	\$20,900.00	\$20,900.00		
	DPW Garage	Utilities	33,000	33,000	\$1.90	\$62,700.00	\$62,700.00		
	Library, Main	Utilities	5,000	5,000	\$1.90	\$9,500.00	\$9,500.00		
	Pool	Utilities	12,000	12,000	\$1.90	\$22,800.00	\$22,800.00		
	Parks & Rec Garage	Utilities	300	300	\$1.90	\$570.00	\$570.00		
	Endicott Estate	Utilities	16,000	16,000	\$1.90	\$30,400.00	\$30,400.00		
	Endicott Library	Utilities	6,000	6,000	\$1.90	\$11,400.00	\$11,400.00		
	Brookdale Cemetery	Utilities	4,000	4,000	\$1.90	\$7,600.00	\$7,600.00		
	Dolan Center (Propane, gallons)	Utilities	5,000	5,000	\$1.75	\$8,750.00	\$8,750.00		
						<b>Account Subtotal</b>	<b>\$330,420.00</b>	<b>\$330,420.00</b>	
5211-192	ESCO Built-In Rate Increase								
	Electricity, Town Buildings	Utilities	330,000	330,000	3.0%	\$9,900.00	\$9,900.00		
	Electricity, School Buildings	Utilities	670,000	670,000	3.0%	\$20,100.00	\$20,100.00		
	Heat, Town Buildings	Utilities	320,000	320,000	3.0%	\$9,600.00	\$9,600.00		
	Heat, School Buildings	Utilities	555,000	555,000	3.0%	\$16,650.00	\$16,650.00		
						<b>Account Subtotal</b>	<b>\$56,250.00</b>	<b>\$56,250.00</b>	
5230-230	Utilities, Water		Cubic ft						
	Town Hall	Utilities	3,750	3,750	\$0.23	\$843.75	\$843.75		
	Police Station	Utilities	12,500	12,500	\$0.23	\$2,812.50	\$2,812.50		
	Fire Station, Main	Utilities	6,250	6,250	\$0.23	\$1,406.25	\$1,406.25		
	Fire Station, East Dedham	Utilities	6,250	6,250	\$0.23	\$1,406.25	\$1,406.25		
	DPW Building & Garage	Utilities	12,500	12,500	\$0.23	\$2,812.50	\$2,812.50		
	Library	Utilities	2,500	2,500	\$0.23	\$562.50	\$562.50		
	Dolan Center	Utilities	2,500	2,500	\$0.23	\$562.50	\$562.50		
	Brookdale Cemetery	Utilities	1,250	1,250	\$0.23	\$281.25	\$281.25		
	Pool	Utilities	50,000	50,000	\$0.23	\$11,250.00	\$11,250.00		
	Endicott Estate	Utilities	12,500	12,500	\$0.23	\$2,812.50	\$2,812.50		
	Endicott Library	Utilities	1,250	1,250	\$0.23	\$281.25	\$281.25		
	Annual Meter Tests	Utilities	12	12	\$100.00	\$1,200.00	\$1,200.00		
						<b>Account Subtotal</b>	<b>\$26,231.25</b>	<b>\$26,231.25</b>	

**DEPT 192: CENTRAL FACILITIES  
UTILITIES - SCHOOL**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5210-210	Utilities, Electricity	\$592,653.29	\$495,909.24	\$641,000.00	\$670,000.00	\$690,000.00	\$690,000.00	
5210-220	Utilities, Heat	\$480,054.54	\$609,259.40	\$507,000.00	\$555,000.00	\$545,000.00	\$545,000.00	
5230-230	Utilities, Water	\$30,913.14	\$24,875.77	\$31,000.00	\$33,000.00	\$34,000.00	\$34,000.00	
		<b>\$1,103,620.97</b>	<b>\$1,130,044.41</b>	<b>\$1,179,000.00</b>	<b>\$1,258,000.00</b>	<b>\$1,269,000.00</b>	<b>\$1,269,000.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
ACCT NUMBER	Item							
5210-210	Utilities, Electricity		K/Wh					
	High School	Utilities	1,204,545	1,204,545	\$0.22	\$265,000.00	\$265,000.00	
	Middle School	Utilities	909,091	909,091	\$0.22	\$200,000.00	\$200,000.00	
	Avery	Utilities	363,636	363,636	\$0.22	\$80,000.00	\$80,000.00	
	Greenlodge	Utilities	250,000	250,000	\$0.22	\$55,000.00	\$55,000.00	
	Oakdale	Utilities	272,727	272,727	\$0.22	\$60,000.00	\$60,000.00	
	Riverdale	Utilities	136,364	136,364	\$0.22	\$30,000.00	\$30,000.00	
<b>Account Subtotal</b>						<b>\$690,000.00</b>	<b>\$690,000.00</b>	
5210-220	Utilities, Heat		KBtu					
	High School	Utilities	105,263	105,263	\$1.90	\$200,000.00	\$200,000.00	
	Middle School	Utilities	63,158	63,158	\$1.90	\$120,000.00	\$120,000.00	
	Avery	Utilities	31,579	31,579	\$1.90	\$60,000.00	\$60,000.00	
	Greenlodge	Utilities	21,053	21,053	\$1.90	\$40,000.00	\$40,000.00	
	Oakdale	Utilities	26,316	26,316	\$1.90	\$50,000.00	\$50,000.00	
	Riverdale	Utilities	26,316	26,316	\$1.90	\$50,000.00	\$50,000.00	
	ECEC	Utilities	13,158	13,158	\$1.90	\$25,000.00	\$25,000.00	
<b>Account Subtotal</b>						<b>\$545,000.00</b>	<b>\$545,000.00</b>	
5230-230	Utilities, Water		Cubic ft					
	High School	Utilities	44,000	44,000	\$0.23	\$9,900.00	\$9,900.00	
	Middle School	Utilities	44,000	44,000	\$0.23	\$9,900.00	\$9,900.00	
	Avery	Utilities	17,333	17,333	\$0.23	\$3,900.00	\$3,900.00	
	Greenlodge	Utilities	12,889	12,889	\$0.23	\$2,900.00	\$2,900.00	
	Oakdale	Utilities	17,333	17,333	\$0.23	\$3,900.00	\$3,900.00	
	Riverdale	Utilities	12,889	12,889	\$0.23	\$2,900.00	\$2,900.00	
	Annual Meter Tests	Utilities	6	6	\$100.00	\$600.00	\$600.00	
<b>Account Subtotal</b>						<b>\$34,000.00</b>	<b>\$34,000.00</b>	

**DEPT 192: CENTRAL FACILITIES  
TELEPHONE - TOWN**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5340-360	Telephone	\$0.00	\$0.00	\$0.00	\$120,000.00	\$127,200.00	\$127,200.00	
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$120,000.00</b>	<b>\$127,200.00</b>	<b>\$127,200.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5340-360	Telephone							
	Verizon monthly landline service	Utilities	12	12	\$4,000.00	\$48,000.00	\$48,000.00	
	Wireless monthly service	Utilities	12	12	\$4,000.00	\$48,000.00	\$48,000.00	
	Quarterly service: Metropolitan	Utilities	4	4	\$3,000.00	\$12,000.00	\$12,000.00	
	Phone system switch lease (HP)	Utilities	12	12	\$500.00	\$6,000.00	\$6,000.00	
	Monthly service: AT&T	Utilities	12	12	\$600.00	\$7,200.00	\$7,200.00	
	Monthly service: Sprint	Utilities	12	12	\$500.00	\$6,000.00	\$6,000.00	
					<b>Account Subtotal</b>	<b>\$127,200.00</b>	<b>\$127,200.00</b>	

**DEPT 192: CENTRAL FACILITIES  
TELEPHONE - SCHOOL**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Telephone	\$41,167.69	\$35,944.03	\$42,800.00	\$42,800.00	\$42,800.00	\$42,800.00	
		<b>\$41,167.69</b>	<b>\$35,944.03</b>	<b>\$42,800.00</b>	<b>\$42,800.00</b>	<b>\$42,800.00</b>	<b>\$42,800.00</b>	

ACCOUNT DETAIL			Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES	
	Item	Service							
	Telephone								
	Admin.	Utilities	12	12	\$1,833.33	\$22,000.00	\$22,000.00		
	High School	Utilities	12	12	\$500.00	\$6,000.00	\$6,000.00		
	Middle School	Utilities	12	12	\$416.67	\$5,000.00	\$5,000.00		
	Avery	Utilities	12	12	\$208.33	\$2,500.00	\$2,500.00		
	Greenlodge	Utilities	12	12	\$200.00	\$2,400.00	\$2,400.00		
	Oakdale	Utilities	12	12	\$208.33	\$2,500.00	\$2,500.00		
	Riverdale	Utilities	12	12	\$200.00	\$2,400.00	\$2,400.00		
	<b>Account Subtotal</b>						<b>\$42,800.00</b>	<b>\$42,800.00</b>	

**DEPT 192: CENTRAL FACILITIES  
PURCHASE OF SERVICES - TOWN**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5230-230	Utilities, Water	\$0.00	\$0.00	\$0.00	\$23,400.00	\$0.00	\$0.00	Moved to Utilities
5240-250	Repairs & Maintenance - Electrical						\$53,000.00	
5240-251	Repairs & Maintenance - HVAC	\$0.00	\$0.00	\$0.00	\$0.00	\$82,150.00	\$18,050.00	Moved from Service Contracts
5240-252	Repairs & Maintenance - Plumbing						\$5,100.00	
5240-253	Repairs & Maintenance - Carpentry						\$6,000.00	
5240-259	Repairs & Maintenance - Service Contracts	\$0.00	\$0.00	\$0.00	\$163,600.00	\$23,700.00	\$23,700.00	
5300-300	Professional / Technical	\$0.00	\$0.00	\$0.00	\$0.00	\$248,640.00	\$248,640.00	
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$187,000.00</b>	<b>\$354,490.00</b>	<b>\$354,490.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5240-250	Repair / Maintenance - Electrical							
	Town Hall, panel upgrade	Maint.	1	1	\$5,000.00	\$5,000.00	\$5,000.00	
	DPW, panel upgrade	Maint.	1	1	\$5,000.00	\$5,000.00	\$5,000.00	
	Fire Station, Main, panel upgrade	Maint.	1	1	\$5,000.00	\$5,000.00	\$5,000.00	
	Fire Station, East Dedham, panel upgrade	Maint.	1	1	\$5,000.00	\$5,000.00	\$5,000.00	
	Endicott Estate panel upgrade	Maint.	1	1	\$8,000.00	\$8,000.00	\$8,000.00	
	Office upgrade / replacement / renovation	Maint.	5	5	\$5,000.00	\$25,000.00	\$25,000.00	
	<b>Account Subtotal</b>					<b>\$53,000.00</b>	<b>\$53,000.00</b>	
5240-251	Repair / Maintenance - HVAC							
	Steam trap survey and inspection	Maint.	5	5	\$1,500.00	\$7,500.00	\$7,500.00	
	Boiler water & chemical treatments	Maint.	30	30	\$125.00	\$3,750.00	\$3,750.00	
	Boiler cleanup service, summer	Maint.	8	8	\$600.00	\$4,800.00	\$4,800.00	
	Rooftop Unit service (Pool)	Maint.	2	2	\$1,000.00	\$2,000.00	\$2,000.00	
	<b>Account Subtotal</b>					<b>\$18,050.00</b>	<b>\$18,050.00</b>	
5240-252	Repair / Maintenance - Plumbing							
	Emergency Services	Maint.	6	6	\$850.00	\$5,100.00	\$5,100.00	
	<b>Account Subtotal</b>					<b>\$5,100.00</b>	<b>\$5,100.00</b>	
5240-253	Repair / Maintenance - Carpentry							
	ADA Compliance	Maint.	2	2	\$3,000.00	\$6,000.00	\$6,000.00	
	<b>Account Subtotal</b>					<b>\$6,000.00</b>	<b>\$6,000.00</b>	
5240-259	Repair / Maintenance - Service Contracts							
	Generators Annual Test	Maint.	3	3	\$250.00	\$750.00	\$750.00	Moved from Central Admin Bldg
	Generators Monthly Inspections (3x12)	Maint.	36	36	\$150.00	\$5,400.00	\$5,400.00	Moved from Central Admin Bldg
	Elevator: Town Hall Monthly Service	Maint.	12	12	\$83.33	\$1,000.00	\$1,000.00	Moved from Central Admin Bldg
	Elevator: Town Hall Annual Inspections	Maint.	1	1	\$1,250.00	\$1,250.00	\$1,250.00	Moved from Central Admin Bldg
	Elevator: Town Hall Repairs	Maint.	2	2	\$2,500.00	\$5,000.00	\$5,000.00	Moved from Central Admin Bldg
	Fire Alarm Testing: Town Hall	Security	2	2	\$1,250.00	\$2,500.00	\$2,500.00	Moved from Central Admin Bldg
	Security Alarm: Town Hall	Security	12	12	\$30.00	\$360.00	\$360.00	Moved from Central Admin Bldg
	Security Alarm: Public Works	Security	12	12	\$30.00	\$360.00	\$360.00	Moved from Central Admin Bldg
	Security Alarm: Pool	Security	12	12	\$30.00	\$360.00	\$360.00	
	Security Alarm: Dolan Center	Security	12	12	\$30.00	\$360.00	\$360.00	
	Security Alarm: Endicott Estate	Security	12	12	\$30.00	\$360.00	\$360.00	
	Pest Control: Town Hall	Grounds	12	12	\$100.00	\$1,200.00	\$1,200.00	
	Pest Control: Endicott Estate	Grounds	12	12	\$100.00	\$1,200.00	\$1,200.00	
	Pest Control: Fire Station, Main	Grounds	12	12	\$100.00	\$1,200.00	\$1,200.00	
	Pest Control: Fire Station, East Dedham	Grounds	12	12	\$100.00	\$1,200.00	\$1,200.00	
	Pest Control: DPW	Grounds	12	12	\$100.00	\$1,200.00	\$1,200.00	
	<b>Account Subtotal</b>					<b>\$23,700.00</b>	<b>\$23,700.00</b>	
5300-300	Professional / Technical							
	Consulting: Energy Management Systems	Utilities	200	200	\$125.00	\$25,000.00	\$25,000.00	
	Consulting: Architectural	Maint.	100	100	\$120.00	\$12,000.00	\$12,000.00	
	Consulting: CAD Layout & Design	Maint.	60	60	\$120.00	\$7,200.00	\$7,200.00	
	Equipment Warranties (ESCO)	Utilities	200,000	200,000	\$1.00	\$200,000.00	\$200,000.00	
	Project Stamp	Maint.	6	6	\$500.00	\$3,000.00	\$3,000.00	
	School Dude Software (Town portion)	Mgmt.	20%	20%	\$7,200.00	\$1,440.00	\$1,440.00	
	<b>Account Subtotal</b>					<b>\$248,640.00</b>	<b>\$248,640.00</b>	

**DEPT 192: CENTRAL FACILITIES  
PURCHASE OF SERVICES - SCHOOL**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Repairs & Maintenance - Buildings	\$32,273.80	\$14,659.70	\$30,000.00	\$30,000.00	\$40,000.00	\$40,000.00	
	Repairs & Maintenance - HVAC	\$17,570.00	\$0.00	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00	Moved from Service Contracts
	Repairs & Maintenance - Vandalism	\$4,740.00	\$20,621.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	
	Repairs & Maintenance - Grounds	\$7,668.39	\$6,844.18	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	
	Repairs & Maintenance - Service Contracts	\$133,776.42	\$94,953.78	\$130,000.00	\$115,000.00	\$120,000.00	\$120,000.00	
	Repairs & Maintenance - Equipment	\$54,550.65	\$17,986.01	\$40,000.00	\$40,000.00	\$30,000.00	\$30,000.00	
		<b>\$250,579.26</b>	<b>\$155,064.67</b>	<b>\$242,000.00</b>	<b>\$227,000.00</b>	<b>\$232,000.00</b>	<b>\$232,000.00</b>	

ACCOUNT DETAIL			Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Item	Service							
Repair / Maintenance - Buildings								
Various Façade Maintenance Projects	Maintenance		8	8	\$5,000.00	\$40,000.00	\$40,000.00	
						<b>Account Subtotal</b>	<b>\$40,000.00</b>	<b>\$40,000.00</b>
Repair / Maintenance - HVAC								
Boiler cleanup service, summer	Maintenance		19	19	\$1,000.00	\$19,000.00	\$19,000.00	
						<b>Account Subtotal</b>	<b>\$19,000.00</b>	<b>\$19,000.00</b>
Repair / Maintenance - Vandalism								
Vandalism Service Calls	Maintenance		15	15	\$1,000.00	\$15,000.00	\$15,000.00	
						<b>Account Subtotal</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>
Repair / Maintenance - Grounds								
Landscaping & Grounds Service Contract	Maintenance		1	1	\$8,000.00	\$8,000.00	\$8,000.00	
						<b>Account Subtotal</b>	<b>\$8,000.00</b>	<b>\$8,000.00</b>
Repair / Maintenance - Service Contracts								
Generators Annual Test	Maintenance		4	4	\$250.00	\$1,000.00	\$1,000.00	
Generators Monthly Inspections (3x12)	Maintenance		48	48	\$150.00	\$7,200.00	\$7,200.00	
Passenger Elevators Monthly Service (3)	Maintenance		36	36	\$83.33	\$3,000.00	\$3,000.00	
Freight Elevator Monthly Service (1)	Maintenance		12	12	\$100.00	\$1,200.00	\$1,200.00	
Elevator Repairs (2/yr ea)	Maintenance		8	8	\$2,500.00	\$20,000.00	\$20,000.00	
Chair Lifts Monthly Service (4)	Maintenance		48	48	\$83.33	\$4,000.00	\$4,000.00	
Chair Lift Repairs (2/yr ea)	Maintenance		8	8	\$1,000.00	\$8,000.00	\$8,000.00	
Annual Inspections, Elevators & Lifts (8)	Maintenance		4	4	\$1,500.00	\$6,000.00	\$6,000.00	
Fire Alarm Testing, Biannual	Security		14	14	\$1,250.00	\$17,500.00	\$17,500.00	
Security Alarm Service Contract	Security		1	1	\$12,740.00	\$12,740.00	\$12,740.00	
Pest Control Service Contracts (7)	Grounds		7	7	\$1,200.00	\$8,400.00	\$8,400.00	
Project Stamp	Maintenance		6	6	\$500.00	\$3,000.00	\$3,000.00	
School Dude Software (School portion)	Management		80%	80%	\$7,200.00	\$5,760.00	\$5,760.00	
Consulting: Energy Mgmt Systems	Utilities		150	150	\$120.00	\$18,000.00	\$18,000.00	
Consulting: Architectural & Engineering	Maintenance		35	35	\$120.00	\$4,200.00	\$4,200.00	
						<b>Account Subtotal</b>	<b>\$120,000.00</b>	<b>\$120,000.00</b>
Repair / Maintenance - Equipment								
Handicap Doors	Maintenance		15,000	15,000	\$1.00	\$15,000.00	\$15,000.00	
Fire Alarm Panels	Maintenance		5,000	5,000	\$1.00	\$5,000.00	\$5,000.00	
Emergency Lighting	Maintenance		5,000	5,000	\$1.00	\$5,000.00	\$5,000.00	
Master Clock Repairs	Maintenance		5,000	5,000	\$1.00	\$5,000.00	\$5,000.00	
						<b>Account Subtotal</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>

**DEPT 192: CENTRAL FACILITIES  
SUPPLIES - TOWN**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5430-440	Maintenance Supplies	\$0.00	\$0.00	\$0.00	\$4,000.00	\$28,000.00	\$28,000.00	
5450-450	Custodial Supplies	\$0.00	\$0.00	\$0.00	\$34,100.00	\$37,000.00	\$37,000.00	
5460-460	Groundskeeping Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$3,200.00	\$3,200.00	
5480-480	Vehicle Fuels & Oils	\$0.00	\$0.00	\$0.00	\$0.00	\$3,008.00	\$3,008.00	
5480-485	Vehicle Parts & Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$7,337.00	\$7,337.00	
5580-581	Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	
5580-582	Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750.00	\$1,750.00	Moved from Central Admin Bldg
5580-583	Protective Shoes	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$750.00	Moved from Central Admin Bldg
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$38,100.00</b>	<b>\$81,345.00</b>	<b>\$81,345.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
5430-440	Maintenance Supplies							
	Hardware	Maint.	200	200	\$10.00	\$2,000.00	\$2,000.00	
	Paint	Maint.	50	50	\$40.00	\$2,000.00	\$2,000.00	
	Small Tools & Equipment Repl.	Maint.	10	10	\$200.00	\$2,000.00	\$2,000.00	
	Consumable Project Mats	Maint.	150	150	\$50.00	\$7,500.00	\$7,500.00	
	Fluorescent Bulb Repl.	Maint.	250	250	\$3.00	\$750.00	\$750.00	500, 2-yr cycle
	Fluorescent Ballast Repl.	Maint.	100	100	\$40.00	\$4,000.00	\$4,000.00	500, 5-yr cycle
	HID Exterior Light Repl.	Maint.	25	25	\$30.00	\$750.00	\$750.00	50, 2-yr cycle
	HID Ballast Repl.	Maint.	10	10	\$60.00	\$600.00	\$600.00	50, 5-yr cycle
	Exterior Lighting Enhancement	Maint.	8	8	\$300.00	\$2,400.00	\$2,400.00	Endicott Library
	Exterior Lighting Enhancement	Maint.	8	8	\$300.00	\$2,400.00	\$2,400.00	Town Hall
	Exterior Lighting Enhancement	Maint.	8	8	\$300.00	\$2,400.00	\$2,400.00	Police
	Screen Window Repl.	Maint.	12	12	\$100.00	\$1,200.00	\$1,200.00	Endicott Estate
						<b>\$28,000.00</b>	<b>\$28,000.00</b>	
5450-450	Custodial Supplies							
	Town Hall	Custod.	350	350	\$20.00	\$7,000.00	\$7,000.00	
	Police Station	Custod.	150	150	\$20.00	\$3,000.00	\$3,000.00	
	Fire Station - Main	Custod.	150	150	\$20.00	\$3,000.00	\$3,000.00	
	Fire Station - East Dedham	Custod.	100	100	\$20.00	\$2,000.00	\$2,000.00	
	DPW Administration	Custod.	75	75	\$20.00	\$1,500.00	\$1,500.00	
	DPW Garage	Custod.	15	15	\$20.00	\$300.00	\$300.00	
	Brookdale Cemetery	Custod.	10	10	\$20.00	\$200.00	\$200.00	
	Library - Main	Custod.	250	250	\$20.00	\$5,000.00	\$5,000.00	
	Dolan Center	Custod.	125	125	\$20.00	\$2,500.00	\$2,500.00	
	Pool	Custod.	125	125	\$20.00	\$2,500.00	\$2,500.00	
	Endicott Estate	Custod.	375	375	\$20.00	\$7,500.00	\$7,500.00	
	Endicott Library	Custod.	125	125	\$20.00	\$2,500.00	\$2,500.00	
						<b>\$37,000.00</b>	<b>\$37,000.00</b>	
5460-460	Groundskeeping Supplies							
	Mower Bags	Grounds	50	50	\$4.00	\$200.00	\$200.00	
	Trees, Town Hall	Grounds	5	5	\$200.00	\$1,000.00	\$1,000.00	
	Trees, Main Library	Grounds	5	5	\$200.00	\$1,000.00	\$1,000.00	
	Trees, Endicott Library	Grounds	5	5	\$200.00	\$1,000.00	\$1,000.00	
						<b>\$3,200.00</b>	<b>\$3,200.00</b>	
5480-480	Vehicle Fuels & Oils							
	Fuel, Unleaded	Grounds	30	30	\$3.21	\$96.30	\$96.30	Mower (Town Hall)
	Fuel, Unleaded	Mgmt.	720	720	\$3.21	\$2,311.20	\$2,311.20	3 trucks (1 fill/mo/ea)
	Oil Change	Mgmt.	12	12	\$50.00	\$600.00	\$600.00	
						<b>\$3,007.50</b>	<b>\$3,007.50</b>	
5480-485	Vehicle Parts & Supplies							
	Tire Replacements	Mgmt.	4	4	\$125.00	\$500.00	\$500.00	
	Vehicle Cleaning & Details	Mgmt.	6	6	\$125.00	\$750.00	\$750.00	
	Routine Preventive Maint.	Mgmt.	6	6	\$500.00	\$3,000.00	\$3,000.00	
	Maintenance	Mgmt.	2	2	\$1,500.00	\$3,000.00	\$3,000.00	
	Inspection	Mgmt.	3	3	\$29.00	\$87.00	\$87.00	
						<b>\$7,337.00</b>	<b>\$7,337.00</b>	
5580-581	Uniforms							
	Uniforms for Custodians	Custod.	3	3	\$100.00	\$300.00	\$300.00	Reduced from \$500
						<b>\$300.00</b>	<b>\$300.00</b>	
5580-582	Protective Clothing							
	Uniform - Custodian	Custod.	1	1	\$350.00	\$350.00	\$350.00	Moved from Central Admin Bldg
	Uniforms - Asst Custodians	Custod.	4	4	\$350.00	\$1,400.00	\$1,400.00	Moved from Central Admin Bldg
						<b>\$1,750.00</b>	<b>\$1,750.00</b>	
5580-583	Protective Shoes							
	Work Boots - Custodian	Custod.	1	1	\$150.00	\$150.00	\$150.00	Moved from Central Admin Bldg
	Work Boots - Asst Custodians	Custod.	4	4	\$150.00	\$600.00	\$600.00	Moved from Central Admin Bldg
						<b>\$750.00</b>	<b>\$750.00</b>	

**DEPT 192: CENTRAL FACILITIES  
SUPPLIES - SCHOOL**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Maintenance Supplies	\$104,624.44	\$83,864.30	\$103,500.00	\$102,000.00	\$94,500.00	\$94,500.00	
	Custodial Supplies	\$69,809.34	\$70,100.96	\$63,000.00	\$65,000.00	\$64,000.00	\$64,000.00	
	Vehicle Fuels & Oils	\$8,001.95	\$7,823.61	\$8,000.00	\$10,000.00	\$6,700.00	\$6,700.00	
	Vehicle Parts & Supplies					\$2,900.00	\$2,900.00	
	Uniforms	\$10,978.53	\$11,103.35	\$11,500.00	\$12,600.00	\$12,600.00	\$12,600.00	
		<b>\$193,414.26</b>	<b>\$172,892.22</b>	<b>\$186,000.00</b>	<b>\$189,600.00</b>	<b>\$180,700.00</b>	<b>\$180,700.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5430-440	Maintenance Supplies							
	Admin.	Maintenance	2,500	2,500	\$1.00	\$2,500.00	\$2,500.00	
	High School	Maintenance	24,000	24,000	\$1.00	\$24,000.00	\$24,000.00	
	Middle School	Maintenance	6,000	6,000	\$1.00	\$6,000.00	\$6,000.00	
	Avery	Maintenance	3,000	3,000	\$1.00	\$3,000.00	\$3,000.00	
	Greenlodge	Maintenance	4,000	4,000	\$1.00	\$4,000.00	\$4,000.00	
	Oakdale	Maintenance	4,000	4,000	\$1.00	\$4,000.00	\$4,000.00	
	Riverdale	Maintenance	3,000	3,000	\$1.00	\$3,000.00	\$3,000.00	
	ECEC	Maintenance	3,000	3,000	\$1.00	\$3,000.00	\$3,000.00	
	Paint	Maintenance	5,000	5,000	\$1.00	\$5,000.00	\$5,000.00	
	Electrical Supplies	Maintenance	40,000	40,000	\$1.00	\$40,000.00	\$40,000.00	
						<b>\$94,500.00</b>	<b>\$94,500.00</b>	
5450-450	Custodial Supplies							
	Admin.	Custodial	3,000	3,000	\$1.00	\$3,000.00	\$3,000.00	
	High School	Custodial	19,000	19,000	\$1.00	\$19,000.00	\$19,000.00	
	Middle School	Custodial	14,000	14,000	\$1.00	\$14,000.00	\$14,000.00	
	Avery	Custodial	5,000	5,000	\$1.00	\$5,000.00	\$5,000.00	
	Greenlodge	Custodial	5,000	5,000	\$1.00	\$5,000.00	\$5,000.00	
	Oakdale	Custodial	8,000	8,000	\$1.00	\$8,000.00	\$8,000.00	
	Riverdale	Custodial	6,000	6,000	\$1.00	\$6,000.00	\$6,000.00	
	ECEC	Custodial	4,000	4,000	\$1.00	\$4,000.00	\$4,000.00	
						<b>\$64,000.00</b>	<b>\$64,000.00</b>	
5480-480	Vehicle Fuels & Oils							
	Fuel, Unleaded	Maintenance	1,710	1,710	\$3.50	\$5,984.00	\$5,984.00	-35 gallons/wk, Director
	Inspection	Maintenance	4	4	\$29.00	\$116.00	\$116.00	
	Oil Change	Maintenance	12	12	\$50.00	\$600.00	\$600.00	
						<b>\$6,700.00</b>	<b>\$6,700.00</b>	
5480-485	Vehicle Parts & Supplies							
	Tire Replacements	Management	4	4	\$125.00	\$500.00	\$500.00	
	Vehicle Cleaning & Details	Management	16	16	\$150.00	\$2,400.00	\$2,400.00	
						<b>\$2,900.00</b>	<b>\$2,900.00</b>	
5580-581	Uniforms							
	Uniforms for Custodians	Custodial	27	27	\$466.67	\$12,600.00	\$12,600.00	
						<b>\$12,600.00</b>	<b>\$12,600.00</b>	

**DEPT 192: CENTRAL FACILITIES  
OTHER CHARGES & EXPENSES - TOWN**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	
5580-580	Publications & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$800.00	
5710-710	Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	
5730-730	Dues & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	\$900.00	
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,100.00</b>	<b>\$2,100.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	Seminar - Electric	Mgmt.	1	1	\$50.00	\$50.00	\$50.00	
	Seminar - HVAC	Mgmt.	1	1	\$50.00	\$50.00	\$50.00	
	Seminar - Plumbing	Mgmt.	1	1	\$50.00	\$50.00	\$50.00	
	Seminar - Carpentry	Mgmt.	1	1	\$50.00	\$50.00	\$50.00	
					<b>Account Subtotal</b>	<b>\$200.00</b>	<b>\$200.00</b>	
5580-580	Publications & Subscriptions							
	MA Building Code	Mgmt.	1	1	\$500.00	\$500.00	\$500.00	
	RS Means books	Mgmt.	3	3	\$100.00	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$800.00</b>	<b>\$800.00</b>	
5710-710	Travel Expenses							
	IFMA, AAEE Conferences	Mgmt.	120	120	\$0.56	\$66.60	\$66.60	
	Seminar - Electric	Mgmt.	60	60	\$0.56	\$33.30	\$33.30	
	Seminar - HVAC	Mgmt.	60	60	\$0.56	\$33.30	\$33.30	
	Seminar - Plumbing	Mgmt.	60	60	\$0.56	\$33.30	\$33.30	
	Seminar - Carpentry	Mgmt.	60	60	\$0.56	\$33.30	\$33.30	
					<b>Account Subtotal</b>	<b>\$199.80</b>	<b>\$199.80</b>	
5730-730	Dues & Memberships							
	Intl. Facility Mgmt. Assn.	Mgmt.	1	1	\$450.00	\$450.00	\$450.00	
	Amer. Acad. Envir. Engineers	Mgmt.	1	1	\$450.00	\$450.00	\$450.00	
					<b>Account Subtotal</b>	<b>\$900.00</b>	<b>\$900.00</b>	

**DEPT 192: CENTRAL FACILITIES  
OTHER CHARGES & EXPENSES - SCHOOL**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-192	Car Allowance	\$0.00	\$0.00	\$0.00	\$0.00	\$5,400.00	\$3,600.00	Moved from Vehicle Fuels
5710-710	Travel Expenses	\$120.12	\$764.01	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	
		<b>\$120.12</b>	<b>\$764.01</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	<b>\$7,400.00</b>	<b>\$5,600.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5190-192	Car Allowance							
	Vehicle use stipend	Maint.	5,400	3,600	\$1.00	\$5,400.00	\$3,600.00	\$150/mo
						<b>\$5,400.00</b>	<b>\$3,600.00</b>	
5710-710	Travel Expenses							
	Mileage reimbursement	Custod.	3,604	3,604	\$0.56	\$2,000.00	\$2,000.00	
						<b>\$2,000.00</b>	<b>\$2,000.00</b>	

# DEPT 198: BUILDING, PLANNING & CONSTRUCTION COMMITTEE BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: William Keegan  
 Phone Number: 781-751-9100  
 Budget Submitted By: William Keegan  
 Position: Town Administrator

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Purchase of Services	\$3,857.00	\$0.00	\$2,118.00	\$10,000.00	\$20,000.00	\$20,000.00	
	<b>\$3,857.00</b>	<b>\$0.00</b>	<b>\$2,118.00</b>	<b>\$10,000.00</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>	

**DEPT 198: BUILDING, PLANNING & CONSTRUCTION COMMITTEE  
SERVICE LEVEL BUDGET**

**SUMMARY OF SERVICE COMPONENTS**

<b>Rank</b>	<b>Service</b>	<b>Service Component</b>	<b>FY14 REQUEST</b>	<b>FY14 TA RECOMMEND</b>
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Survey of Facilities	Building Studies	\$10,000	\$10,000
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Survey of Facilities	Additional Building Studies	\$10,000	\$10,000
	<b>TOTAL</b>		<b>\$20,000</b>	<b>\$20,000</b>

**DEPT 198: BUILDING, PLANNING & CONSTRUCTION COMMITTEE  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-300	Professional / Technical	\$3,857.00	\$0.00	\$2,118.00	\$10,000.00	\$20,000.00	\$20,000.00	
		<b>\$3,857.00</b>	<b>\$0.00</b>	<b>\$2,118.00</b>	<b>\$10,000.00</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-300	Professional / Technical							
	Building Studies	Facility	10,000	10,000	\$1.00	\$10,000.00	\$10,000.00	Charter, 7-5; By-Law c26
	Addl. Facility Studies	Survey	10,000	10,000	\$1.00	\$10,000.00	\$10,000.00	
					<b>Account Subtotal</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>	

**DEPT 210: POLICE  
BUDGET SUMMARY**

Department Reports To: Town Administrator  
 Department Contact: Michael D'Entremont  
 Phone Number: 781-751-9300  
 Budget Submitted By: Michael D'Entremont  
 Position: Police Chief

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$4,274,007.08	\$4,342,774.20	\$4,417,612.90	\$4,550,425.00	\$4,598,707.94	\$4,598,710.00	
Overtime & Substitutes	\$464,002.55	\$503,837.70	\$489,443.82	\$642,000.00	\$564,623.00	\$564,623.00	
Purchase of Services	\$73,040.30	\$88,523.97	\$100,361.35	\$73,575.00	\$80,583.00	\$80,583.00	
Supplies	\$199,546.63	\$206,063.27	\$227,215.65	\$217,500.00	\$224,008.00	\$224,238.00	
Other Charges & Expenses	\$25,406.06	\$26,932.49	\$25,379.12	\$27,620.00	\$28,837.00	\$28,837.00	
	<b>\$5,036,002.62</b>	<b>\$5,168,131.63</b>	<b>\$5,260,012.84</b>	<b>\$5,511,120.00</b>	<b>\$5,496,758.94</b>	<b>\$5,496,991.00</b>	

# DEPT 210: POLICE SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
1	Administrative Services	Document shredding, biohazard clean up, injured on duty medical, contractual wellness program and recruit medical exams	\$20,451	\$20,451
	Administrative Services, Training	Training sources to satisfy annual professional development training, firearms training and associated overtime costs, public records training, firearms licensing training, ammunition, range supplies.	\$77,938	\$77,938
	Court Prosecution	Overtime for officers to attend court proceedings.	\$68,213	\$68,213
	Patrol Force	Uniformed personnel assigned to patrol operations, patrol overtime, patrol vehicles expenses (inspection, tires, repairs/maintenance, fuel, cleaning, etc.), two way radio batteries and first responder supplies.	\$3,747,332	\$3,747,332
	Public Safety Management	Chief of Police, vehicle and associated costs, professional development training conference and professional dues.	\$155,082	\$155,083
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
2	Administrative Services, Civilian	Civilian administrative personnel costs and overtime.	\$100,522	\$100,522
3	Investigations	Detectives and associated contractual obligations, vehicles and associated expenses, photo processing, crime scene supplies, drug test kits, fingerprint supplies.	\$494,590	\$494,590
4	Administrative Services, Police	Administrative police personnel assigned to accreditation, training, detail administration, etc. Associated contractual obligations, Executive Officer vehicle use, overtime to accomplish administrative tasks.	\$300,775	\$300,775
5	Community and School Services	School Resource Officer and associated contractual obligations, community event overtime, vehicle and associated expenses, juvenile related training, website host fee.	\$70,036	\$70,036
6	Court Prosecution	Court Prosecutor and related contractual expenses and prosecutor guide book.	\$95,472	\$95,472
7	Traffic	Traffic officers and contractual obligations, vehicles, speed display equipment and counters, radar and laser calibration and repairs/maintenance, misc supplies.	\$236,874	\$236,874
8	Administrative Services	Fire extinguisher and misc repairs/maintenance, copier/color printer lease, recruit psychological exams, postage, bottled water, officer supplies, ID printer supplies, parking/tolls, records management user group dues, purchasing bid	\$12,947	\$12,947
9	Investigations	Public record database access, pawn data base access, legal reference books and professional organization dues.	\$2,122	\$2,122
10	Prisoner Monitoring	Matron to assist with female prisoners	\$4,000	\$4,000
11	Public Safety Management	Lieutenant and Sergeant training courses, drug testing and officer of year plaque.	\$9,225	\$9,225
12	Investigations Training	Investigative training seminar fees.	\$2,840	\$2,840
13	Administrative Services, Training	Specialized, general and administrative subject matter training and conferences, related supplies and overtime expenses.	\$27,411	\$27,411
14	Patrol Force	Vehicle washing and cleaning, street crash forms, photo equipment, interoperable radio dues, regional law enforcement council dues, Auxiliary Police training, replacement for FBI approved fingerprint card printer.	\$11,650	\$11,650
15	Animal Control	Transfer costs of Animal Control to Police Department	\$59,274	\$59,504
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
		<b>TOTAL</b>	<b>\$5,496,755</b>	<b>\$5,496,986</b>

**DEPT 210: POLICE  
PERSONNEL SERVICES - FY13**

		FY 2013 BUDGET																	FY13 TA RECOM-MEND	
TITLE	NAME	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	HOLI-DAY	NIGHT DIFF.	SPEC. RATE	EMT	PEI	DEFIB	IDENTI-KIT	PHOTO	PRINT	CLO-THING	SEI	TOTAL	
POLICE CHIEF																				
Police Chief	D'Entremont	1	N/A	5,363.32	26.1	111,986.28	310.00	5,899.63	0.00	0.00	0.00	27,996.43	0.00	0.00	0.00	0.00	0.00	0.00	146,192.33	146,192.33
Police Chief	Police Chief	1				111,986.28	310.00	5,899.63	0.00	0.00	0.00	27,996.43	0.00	0.00	0.00	0.00	0.00	0.00	146,192.33	146,192.33
SUPERIOR OFFICERS																				
Lieutenant	Paschal	1	MAX	4,311.12	26.1	84,772.80	470.00	4,742.21	2,608.43	0.00	0.00	22,503.94	1,505.77	0.00	0.00	0.00	1,129.33	0.00	117,732.48	117,732.48
Lieutenant	Nedder	1	MAX	4,426.58	26.1	84,772.80	230.00	4,869.26	0.00	5,019.03	0.00	23,106.85	1,505.77	0.00	0.00	0.00	1,129.33	0.00	120,633.04	120,633.04
Lieutenant	Black	1	MAX	4,267.96	26.1	84,772.80	390.00	4,694.80	0.00	0.00	1,204.78	22,278.96	1,505.77	0.00	502.16	0.00	1,129.33	0.00	116,478.60	116,478.60
Lieutenant	Vacant	0	MIN	3,076.72	26.1	76,462.56		3,384.37	0.00	1,204.78	0.00	0.00	1,505.77	0.00	0.00	0.00	1,129.33	4,500.00	88,186.80	88,186.80
Sergeant	Keane	1	MAX	3,525.66	26.1	67,672.08	550.00	3,878.27	2,103.66	0.00	1,204.78	18,404.15	1,505.77	0.00	0.00	0.00	1,129.33	0.00	96,448.04	96,448.04
Sergeant	Tapcell	1	MAX	3,523.44	26.1	67,672.08	630.00	3,875.74	5,825.52	0.00	0.00	15,326.96	1,505.77	0.00	0.00	502.16	1,129.33	0.00	96,467.56	96,467.56
Sergeant	Clements	1	MAX	3,500.36	26.1	67,672.08	390.00	3,850.44	5,825.52	0.00	0.00	15,226.74	1,505.77	0.00	0.00	0.00	1,129.33	0.00	95,599.88	95,599.88
Sergeant	Boyle	1	MAX	3,525.66	26.1	67,672.08	310.00	3,878.27	2,103.66	0.00	1,204.78	18,404.15	1,505.77	0.00	0.00	0.00	1,129.33	0.00	96,208.04	96,208.04
Sergeant	Buckley	1	MAX	3,549.70	26.1	67,672.08	390.00	3,904.67	2,103.66	0.00	1,204.78	18,529.43	1,505.77	0.00	502.16	0.00	1,129.33	0.00	96,941.88	96,941.88
Sergeant	Feeley	1	MAX	3,573.72	26.1	67,672.08	550.00	3,931.07	2,103.66	1,003.81	1,204.78	18,654.71	1,505.77	0.00	0.00	0.00	1,129.33	0.00	97,755.20	97,755.20
Sergeant	Neilson	1	MAX	3,516.06	26.1	67,672.08	390.00	3,867.71	2,103.66	0.00	0.00	18,354.04	1,505.77	502.16	502.16	0.00	1,129.33	0.00	96,026.92	96,026.92
Sergeant	McMillan	1	MAX	3,482.60	26.1	67,672.08	310.00	3,830.86	0.00	1,204.78	1,204.78	18,179.17	1,505.77	0.00	0.00	0.00	1,129.33	0.00	95,036.76	95,036.76
Sergeant	Concannon	1	MAX	3,646.20	26.1	67,672.08	230.00	4,010.82	5,825.52	0.00	0.00	19,033.16	1,505.77	0.00	0.00	0.00	1,129.33	0.00	99,406.68	99,406.68
Superior Officers		12				939,829.68	4,840.00	52,718.49	30,603.29	8,432.39	7,228.66	228,002.29	19,575.00	502.16	1,506.49	502.16	14,681.25	4,500.00	1,312,921.87	1,312,921.87
PATROL OFFICERS																				
Patrol Officer	Goode	1	7	2,661.34	26.1	53,828.64	630.00	2,927.43	1,696.50	1,053.92	0.00	11,576.92	1,305.00	0.00	0.00	0.00	0.00	0.00	73,018.40	73,018.40
Patrol Officer	Matthies	1	7	2,688.58	21.1	43,516.64	550.00	2,688.60	0.00	811.51	0.00	11,345.89	1,055.00	0.00	0.00	0.00	0.00	0.00	59,967.64	59,967.64
			7	2,769.82	5	10,312.00		276.98	325.00	192.30	0.00	2,769.80	250.00	0.00	0.00	0.00	0.00	0.00	14,126.08	14,126.08
Patrol Officer	Panciocco	1	7	2,688.58	26.1	53,828.64	470.00	2,957.46	0.00	1,003.81	0.00	14,034.49	1,305.00	0.00	0.00	0.00	0.00	0.00	73,599.40	73,599.40
Patrol Officer	Doherty	1	7	2,647.48	26.1	53,828.64	470.00	2,912.25	1,696.50	752.72	0.00	11,516.36	1,305.00	0.00	0.00	0.00	0.00	0.00	72,481.48	72,481.48
Patrol Officer	Chambers	1	7	2,177.40	26.1	53,828.64	390.00	2,395.14	1,696.50	0.00	0.00	0.00	1,305.00	0.00	0.00	0.00	0.00	0.00	59,615.28	59,615.28
Patrol Officer	Barrett	1	7	2,721.76	26.1	53,828.64	390.00	2,993.98	1,696.50	0.00	0.00	14,207.80	1,305.00	0.00	0.00	0.00	0.00	0.00	74,421.92	74,421.92
Patrol Officer	Walsh	1	7	2,736.66	26.1	53,828.64	310.00	3,010.37	0.00	1,003.81	1,003.81	14,285.57	1,305.00	0.00	0.00	0.00	0.00	0.00	74,747.20	74,747.20
Patrol Officer	Wilds	1	7	2,769.82	26.1	53,828.64	310.00	3,046.78	1,696.50	0.00	1,003.81	14,458.36	1,305.00	0.00	0.00	0.00	0.00	0.00	75,649.08	75,649.08
Patrol Officer	Crump	1	7	2,437.44	26.1	53,828.64	230.00	2,681.14	1,696.50	1,003.81	0.00	5,783.24	1,305.00	0.00	0.00	0.00	0.00	0.00	66,528.32	66,528.32
Patrol Officer	Pucci	1	7	2,750.88	26.1	53,828.64	230.00	3,025.99	4,698.00	0.00	0.00	11,966.33	1,305.00	0.00	0.00	0.00	0.00	0.00	75,053.96	75,053.96
Patrol Officer	Mahoney	1	7	2,508.94	26.1	53,828.64	230.00	2,759.79	3,393.00	1,003.81	0.00	9,592.89	1,305.00	0.00	0.00	0.00	0.00	0.00	68,473.12	68,473.12
Patrol Officer	Porro	1	7	2,659.04	26.1	53,828.64	230.00	2,924.90	1,696.50	1,003.81	0.00	11,567.00	1,305.00	0.00	0.00	0.00	0.00	0.00	72,555.84	72,555.84
Patrol Officer	Peterson	1	7	2,659.04	26.1	53,828.64	230.00	2,924.90	1,696.50	1,003.81	0.00	11,567.00	1,305.00	0.00	0.00	0.00	0.00	0.00	72,555.84	72,555.84
Patrol Officer	Porro	1	7	2,690.88	26.1	53,828.64	230.00	2,959.99	3,393.00	0.00	0.00	11,705.33	1,305.00	0.00	0.00	0.00	0.00	0.00	73,421.96	73,421.96
Patrol Officer	O'Sullivan	1	7	2,659.04	26.1	53,828.64	230.00	2,924.90	1,696.50	1,003.81	0.00	11,567.00	1,305.00	0.00	0.00	0.00	0.00	0.00	72,555.84	72,555.84
Patrol Officer	Flint	1	7	2,177.40	26.1	53,828.64	310.00	2,395.14	1,696.50	0.00	0.00	0.00	1,305.00	0.00	0.00	0.00	0.00	0.00	59,535.28	59,535.28
Patrol Officer	Connolly	1	7	2,705.18	26.1	53,828.64	230.00	2,975.72	1,696.50	1,003.81	1,003.81	11,767.45	1,305.00	0.00	0.00	0.00	0.00	0.00	73,810.92	73,810.92
Patrol Officer	Kennedy	1	7	2,280.86	26.1	53,828.64	230.00	2,508.99	3,393.00	0.00	1,003.81	0.00	1,305.00	0.00	0.00	0.00	0.00	0.00	62,269.44	62,269.44
Patrol Officer	Doyle	1	7	2,620.39	26.1	53,828.64	230.00	2,882.44	1,859.63	0.00	0.00	11,398.91	1,305.00	0.00	0.00	0.00	0.00	0.00	71,504.62	71,504.62
Patrol Officer	Duchini	1	7	2,534.88	26.1	53,828.64	230.00	2,788.39	0.00	0.00	0.00	11,026.73	1,305.00	0.00	0.00	0.00	0.00	0.00	69,178.76	69,178.76
Patrol Officer	Driscoll	1	7	2,865.50	26.1	53,828.64	150.00	3,152.05	4,698.00	0.00	0.00	14,957.91	1,305.00	0.00	0.00	0.00	0.00	0.00	78,091.60	78,091.60
Patrol Officer	Pucci, R.	1	7	2,365.94	21.1	43,516.64	150.00	2,365.90	0.00	811.51	0.00	4,538.19	1,055.00	0.00	0.00	0.00	0.00	0.00	52,437.23	52,437.23
			7	2,437.44	5	10,312.00		243.74	325.00	192.30	0.00	1,107.90	250.00	0.00	0.00	0.00	0.00	0.00	12,430.94	12,430.94
Patrol Officer	Nolan	1	7	2,177.40	26.1	53,828.64	150.00	2,395.14	1,696.50	0.00	0.00	0.00	1,305.00	0.00	0.00	0.00	0.00	0.00	59,375.28	59,375.28
Patrol Officer	McMillan	1	7	2,177.40	26.1	53,828.64	150.00	2,395.14	1,696.50	0.00	0.00	0.00	1,305.00	0.00	0.00	0.00	0.00	0.00	59,375.28	59,375.28
Patrol Officer	Cady	1	7	2,721.76	26.1	53,828.64	230.00	2,993.98	1,696.50	0.00	0.00	14,207.80	1,305.00	0.00	0.00	0.00	0.00	0.00	74,261.92	74,261.92
Patrol Officer	Schoener	1	7	2,292.40	26.1	53,828.64	150.00	2,521.64	4,698.00	0.00	0.00	0.00	1,305.00	0.00	0.00	0.00	0.00	0.00	62,503.28	62,503.28
Patrol Officer	Cawley	1	7	2,721.76	26.1	53,828.64	150.00	2,993.98	1,696.50	0.00	0.00	14,207.80	1,305.00	0.00	0.00	0.00	0.00	0.00	74,181.92	74,181.92
Patrol Officer	Cronin	1	7	2,688.58	26.1	53,828.64	150.00	2,957.46	0.00	1,003.81	0.00	14,034.49	1,305.00	0.00	0.00	0.00	0.00	0.00	73,279.40	73,279.40
Patrol Officer	Miranda	1	7	2,612.88	5.2	10,724.48	150.00	2,612.29	338.00	0.00	0.00	2,264.50	260.00	0.00	0.00	0.00	0.00	0.00	13,998.27	13,998.27
			6	2,517.84	20.9	41,448.88	0.00	2,517.80	1,358.50	0.00	0.00	8,770.48	1,045.00	0.00	0.00	0.00	0.00	0.00	55,140.66	55,140.66
Patrol Officer	Ellis	1	6	2,213.20	5.2	10,312.64	150.00	221.32	936.00	0.00	0.00	0.00	260.00	0.00	0.00	0.00				

**DEPT 210: POLICE  
PERSONNEL SERVICES - FY13**

		FY 2013 BUDGET																		FY13 TA RECOM-MEND	
TITLE	NAME	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	HOLI-DAY	NIGHT DIFF.	SPEC. RATE	EMT	PEI	DEFIB	IDENTI-KIT	PHOTO	PRINT	CLO-THING	SEI	TOTAL		
Patrol Officer	Ellis, J.	1	4	2,082.80	14.8	27,421.44	0.00	1,249.68	2,664.00	0.00	0.00	0.00	0.00	740.00	0.00	0.00	0.00	0.00	5,000.00	37,075.12	37,075.12
			3	2,018.80	11.3	20,213.44		1,009.40	2,034.00	0.00	0.00	0.00	0.00	565.00	0.00	0.00	0.00	0.00	0.00	0.00	23,821.84
Patrol Officer	Chermesino	1	3	2,018.80	18.4	32,913.92	0.00	1,615.04	3,312.00	0.00	0.00	0.00	920.00	0.00	0.00	0.00	0.00	0.00	0.00	38,760.96	38,760.96
			2	1,934.00	7.7	13,120.80		580.20	1,386.00	0.00	0.00	0.00	0.00	385.00	0.00	0.00	0.00	0.00	0.00	0.00	15,472.00
Patrol Officer	Chaffee	1	3	2,018.80	18.4	32,913.92	0.00	1,615.04	3,312.00	0.00	0.00	0.00	920.00	0.00	0.00	0.00	0.00	0.00	5,000.00	43,760.96	43,760.96
			2	1,934.00	7.7	13,120.80		580.20	1,386.00	0.00	0.00	0.00	0.00	385.00	0.00	0.00	0.00	0.00	0.00	0.00	15,472.00
Patrol Officer	Cullinane	1	3	2,018.80	2	3,577.60	0.00	0.00	360.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	2,500.00	6,537.60	6,537.60
			2	1,934.00	24.1	41,066.40		2,127.40	4,338.00	0.00	0.00	0.00	0.00	1,205.00	0.00	0.00	0.00	0.00	0.00	0.00	48,736.80
Patrol Officer	Holland	1	2	1,884.00	16.5	28,116.00	0.00	1,318.80	2,145.00	0.00	0.00	0.00	825.00	0.00	0.00	0.00	0.00	0.00	5,000.00	37,404.80	37,404.80
			1	1,833.60	9.6	15,874.56		733.44	1,248.00	0.00	0.00	0.00	0.00	480.00	0.00	0.00	0.00	0.00	0.00	0.00	18,336.00
Patrol Officer	Gonski	1	2	1,884.00	16.5	28,116.00	0.00	1,318.80	2,145.00	0.00	0.00	0.00	825.00	0.00	0.00	0.00	0.00	0.00	5,000.00	37,404.80	37,404.80
			1	1,833.60	9.6	15,874.56		733.44	1,248.00	0.00	0.00	0.00	0.00	480.00	0.00	0.00	0.00	0.00	0.00	0.00	18,336.00
Patrol Officer	Vacant	0	2	1,884.00	2.2	3,748.80	0.00	376.80	286.00	0.00	0.00	0.00	110.00	0.00	0.00	0.00	0.00	0.00	0.00	4,521.60	4,521.60
			1	1,833.60	15.9	26,292.24		1,466.88	2,067.00	0.00	0.00	0.00	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	30,621.12
Patrol Officer	Vacant	0	1	1,653.60	8	13,228.80		165.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,394.16	13,394.16
			2	1,884.00	2.2	3,748.80	0.00	376.80	286.00	0.00	0.00	0.00	0.00	110.00	0.00	0.00	0.00	0.00	0.00	0.00	4,521.60
Patrol Officer	Vacant	0	1	1,833.60	15.9	26,292.24		1,466.88	2,067.00	0.00	0.00	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	30,621.12	30,621.12
			2	1,884.00	2.2	3,748.80	0.00	376.80	286.00	0.00	0.00	0.00	0.00	110.00	0.00	0.00	0.00	0.00	0.00	0.00	13,394.16
Patrol Officer	Vacant	0	1	1,833.60	15.9	26,292.24	0.00	188.40	286.00	0.00	0.00	0.00	110.00	0.00	0.00	0.00	0.00	0.00	0.00	4,333.20	4,333.20
			1	1,833.60	15.9	26,292.24		1,283.52	2,067.00	0.00	0.00	0.00	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	30,437.76
Patrol Officer	Vacant	0	1	1,833.60	15.9	26,292.24		1,283.52	2,067.00	0.00	0.00	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	30,437.76	30,437.76
			1	1,833.60	15.9	26,292.24		1,283.52	2,067.00	0.00	0.00	0.00	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	30,437.76
Patrol Officer	Vacant	0	1	1,833.60	15.9	26,292.24		1,283.52	2,067.00	0.00	0.00	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	30,437.76	30,437.76
			1	1,833.60	15.9	26,292.24		1,283.52	2,067.00	0.00	0.00	0.00	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	30,437.76
Patrol Officer	Vacant	0	1	1,653.60	8	13,228.80		496.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,724.88	13,724.88
			2	1,884.00	2.2	3,748.80	0.00	376.80	286.00	0.00	0.00	0.00	0.00	110.00	0.00	0.00	0.00	0.00	5,000.00	9,521.60	9,521.60
Patrol Officer	Vacant	0	1	1,833.60	15.9	26,292.24		1,466.88	2,067.00	0.00	0.00	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	30,621.12	30,621.12
			1	1,653.60	8	13,228.80		165.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,394.16
Patrol Officer	Vacant	0	2	1,884.00	2.2	3,748.80	0.00	376.80	286.00	0.00	0.00	0.00	110.00	0.00	0.00	0.00	0.00	0.00	5,000.00	9,521.60	9,521.60
			1	1,833.60	15.9	26,292.24		1,466.88	2,067.00	0.00	0.00	0.00	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	30,621.12
Patrol Officer	Vacant	0	1	1,653.60	8	13,228.80		165.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,394.16	13,394.16
			2	1,922.46	2.2	3,748.80	0.00	384.50	286.00	0.00	84.61	0.00	84.61	0.00	110.00	0.00	0.00	0.00	5,000.00	9,613.91	9,613.91
Patrol Officer	Vacant	0	1	1,872.06	15.9	26,292.24		1,497.68	2,067.00	0.00	611.51	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	31,263.43	31,263.43
			1	1,653.60	8	13,228.80		165.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,394.16
Patrol Officer	Vacant	0	2	1,922.46	2.2	3,748.80	0.00	384.50	286.00	0.00	84.61	0.00	110.00	0.00	0.00	0.00	0.00	0.00	5,000.00	9,613.91	9,613.91
			1	1,872.06	15.9	26,292.24		1,497.68	2,067.00	0.00	611.51	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,263.43
Patrol Officer	Vacant	0	1	1,872.06	15.9	26,292.24		1,497.68	2,067.00	0.00	611.51	0.00	795.00	0.00	0.00	0.00	0.00	0.00	0.00	31,263.43	31,263.43
			1	1,653.60	8	13,228.80		165.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,394.16
Subtotal: Patrol Officers		39				2,443,059.68	7,940.00	124,232.36	119,055.38	12,848.51	5,407.48	295,035.44	60,410.00	0.00	0.00	0.00	0.00	0.00	42,500.00	3,110,488.84	3,110,488.84
Budget Adjustment																					
Patrol Officers																					
		FY 2013 BUDGET																		FY13 TA RECOM-MEND	
TITLE	NAME	FTE	STEP			BASE WAGES	LONG-EVITY	HOLI-DAY	NIGHT DIFF.	SPEC. RATE	EMT	PEI	DEFIB	IDENTI-KIT	PHOTO	PRINT	CLO-THING	SEI	TOTAL		
	POLICE CHIEF	1				111,986.28	310.00	5,899.63	0.00	0.00	0.00	27,996.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	146,192.33	146,192.33
	SUPERIOR OFFICERS	12				939,829.68	4,840.00	52,718.49	30,603.29	8,432.39	7,228.66	228,002.29	19,575.00	502.16	1,506.49	502.16	14,681.25	4,500.00	1,312,921.87	1,312,921.87	
	PATROL OFFICERS	39				2,443,059.68	7,940.00	124,232.36	119,055.38	12,848.51	5,407.48	295,035.44	60,410.00	0.00	0.00	0.00	0.00	0.00	42,500.00	3,110,488.84	2,988,737.80
	CIVILIAN PERSONNEL						1,056.50													98,541.94	98,541.94
	PRISON MONITORS																			4,500.00	4,500.00
	SICK LEAVE INCENTIVE																			1,000.00	1,000.00
	ROUND TO BUDGET																			106.06	106.06
	STM TRANSFER																			-1,575.00	-1,575.00
	SALARIES & ALLOWANCES	52				3,494,875.64	13,090.00	182,850.48	149,658.67	21,280.90	12,636.13	551,034.16	79,985.00	502.16	1,506.49	502.16	14,681.25	47,000.00	4,672,176.04	4,550,425.00	



**DEPT 210: POLICE  
PERSONNEL SERVICES - FY14**

				FY 2014 REQUESTED																	FY14			
ACCT	TITLE	SERVICE	NAME	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	HOLI-DAY	NIGHT DIFF.	SPEC. RATE	EMT	PEI	DEFIB	IDENTI-KIT	PHOTO	PRINT	CLO-THING	SEI	WAGES TOTAL	RECOM-MEND		
5110-213	Patrol Officer	Patrol	Holland	1	3	1,788.80	16.6	29,694.08	0.00	1,413.16	2,988.00	0.00	0.00	0.00	830.00	0.00	0.00	0.00	0.00	5,000.00	39,925.24	39,925.24		
					2	1,704.00	9.5	16,188.00	0.00	773.60	1,710.00	0.00	0.00	0.00	475.00	0.00	0.00	0.00	0.00	0.00	0.00	19,146.60		
5110-213	Patrol Officer	Patrol	Gonski	1	3	1,788.80	16.6	29,694.08	0.00	1,386.91	2,365.50	0.00	0.00	0.00	830.00	0.00	0.00	0.00	0.00	5,000.00	39,276.49	39,276.49		
					2	1,704.00	9.5	16,188.00	0.00	758.60	1,353.75	0.00	0.00	0.00	475.00	0.00	0.00	0.00	0.00	0.00	0.00	18,775.35		
5110-213	Patrol Officer	Patrol	Sullivan	1	3	1,788.80	0.7	1,252.16	0.00	0.00	126.00	0.00	0.00	0.00	35.00	0.00	0.00	0.00	0.00	0.00	0.00	1,413.16		
					2	1,704.00	25.4	43,281.60	0.00	2,127.40	4,572.00	0.00	0.00	0.00	1,270.00	0.00	0.00	0.00	0.00	0.00	0.00	51,251.00		
5110-213	Patrol Officer	Patrol	Colarusso	1	3	1,788.80	0.7	1,252.16	0.00	0.00	91.00	0.00	0.00	0.00	35.00	0.00	0.00	0.00	0.00	5,000.00	6,378.16	6,378.16		
					2	1,704.00	25.4	43,281.60	0.00	2,072.40	3,302.00	0.00	0.00	0.00	1,270.00	0.00	0.00	0.00	0.00	0.00	0.00	49,926.00		
5110-213	Patrol Officer	Patrol	Feeley Jr.	1	3	1,788.80	0.7	1,252.16	0.00	0.00	91.00	0.00	0.00	0.00	35.00	0.00	0.00	0.00	0.00	0.00	0.00	1,378.16		
					2	1,704.00	25.4	43,281.60	0.00	2,072.40	3,302.00	0.00	0.00	0.00	1,270.00	0.00	0.00	0.00	0.00	0.00	0.00	49,926.00		
5110-213	Patrol Officer	Patrol	Munchbach	1	2	1,704.00	21.0	35,784.00	0.00	1,695.60	2,730.00	0.00	0.00	0.00	1,050.00	0.00	0.00	0.00	0.00	5,000.00	46,259.60	46,259.60		
					1	1,653.60	5.1	8,433.36	0.00	366.72	663.00	0.00	0.00	0.00	255.00	0.00	0.00	0.00	0.00	0.00	0.00	9,718.08		
5110-213	Patrol Officer	Patrol	Roberts	1	2	1,704.00	8.2	13,972.80	0.00	376.80	1,066.00	0.00	0.00	0.00	410.00	0.00	0.00	0.00	0.00	7,500.00	23,325.60	23,325.60		
					1	1,653.60	16.4	27,119.04	0.00	1,466.88	2,132.00	0.00	0.00	0.00	820.00	0.00	0.00	0.00	0.00	0.00	0.00	31,537.92		
					1	1,653.60	1.5	2,480.40	0.00	165.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,645.76		
5110-213	Patrol Officer	Patrol	Rinn	1	2	1,704.00	8.2	13,972.80	0.00	376.80	1,066.00	0.00	0.00	0.00	410.00	0.00	0.00	0.00	0.00	0.00	15,825.60	15,825.60		
					1	1,653.60	16.4	27,119.04	0.00	1,466.88	2,132.00	0.00	0.00	0.00	820.00	0.00	0.00	0.00	0.00	0.00	0.00	31,537.92		
					1	1,653.60	1.5	2,480.40	0.00	165.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,645.76		
5110-213	Patrol Officer	Patrol	Vacant	1	1	1,653.60	26.1	43,158.96	0.00	2,016.96	3,393.00	0.00	0.00	0.00	1,305.00	0.00	0.00	0.00	0.00	0.00	0.00	49,873.92		
5110-213	Patrol Officer	Patrol	Vacant	1	1	1,653.60	26.1	43,158.96	0.00	2,016.96	3,393.00	0.00	0.00	0.00	1,305.00	0.00	0.00	0.00	0.00	0.00	0.00	49,873.92		
5110-213	Patrol Officer	Patrol	Vacant	1	1	1,653.60	26.1	43,158.96	0.00	2,016.96	3,393.00	0.00	0.00	0.00	1,305.00	0.00	0.00	0.00	0.00	5,000.00	54,873.92	54,873.92		
Patrol Officers Salaries				46			1566.0	2,329,296.88	7,630.00	117,448.55	117,677.38	11,844.70	2,007.61	267,352.63	59,880.00	0.00	0.00	0.00	0.00	0.00	50,000.00	2,963,137.75	2,963,138.00	
CIVILIAN PERSONNEL																								
5110-219	Admin Assistant	Admin, Civilian	Camerano	1		1,884.76	26.1	49,192.24	230.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49,422.24	49,422.24		
5110-219	Admin Assistant	Admin, Civilian	Figlioli	1		1,884.76	26.1	49,192.24	390.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49,582.24	49,582.24		
5110-292	Animal Control Officer	Animal Control	Taylor	1		1,753.50	26.1	45,766.35	230.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45,996.35	45,996.35		
Civilian Personnel Salaries				3				144,150.82	850.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	145,001.00	145,001.00	
PERSONNEL SERVICES				63				3,533,573.90	14,180.00	177,316.49	149,290.22	20,277.09	10,441.04	542,482.13	79,455.00	502.16	1,506.49	502.16	14,681.25	50,000.00		4,594,207.94	4,594,210.00	
FY 2014 BUDGET																								
SUMMARY				FTE	STEP			BASE WAGES	LONG-EVITY	HOLI-DAY	NIGHT DIFF.	SPEC. RATE	EMT	PEI	DEFIB	IDENTI-KIT	PHOTO	PRINT	CLO-THING	SEI	TOTAL	FY13 TA RECOM-MEND		
POLICE CHIEF				1				111,986.28	310.00	5,899.63	0.00	0.00	0.00	27,996.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	146,192.33	146,193.00	
SUPERIOR OFFICERS				13				948,139.92	5,390.00	53,968.31	31,612.84	8,432.39	8,433.43	247,133.07	19,575.00	502.16	1,506.49	502.16	14,681.25	0.00	0.00	1,339,877.03	1,339,878.00	
PATROL OFFICERS				46				2,329,296.88	7,630.00	117,448.55	117,677.38	11,844.70	2,007.61	267,352.63	59,880.00	0.00	0.00	0.00	0.00	50,000.00		2,963,137.75	2,963,138.00	
CIVILIAN PERSONNEL				3				144,150.82	850.00													145,000.82	145,001.00	
PRISON MONITORS																							4,000.00	4,000.00
SICK LEAVE INCENTIVE																							500.00	500.00
ROUND TO BUDGET																							0.00	0.00
SALARIES & ALLOWANCES				63				3,533,573.90	14,180.00	177,316.49	149,290.22	20,277.09	10,441.04	542,482.13	79,455.00	502.16	1,506.49	502.16	14,681.25	50,000.00		4,598,707.94	4,598,710.00	

**DEPT 210: POLICE  
OVERTIME & SUBSTITUTES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5120-210	Substitutes	\$464,002.55	\$503,837.70	\$552.86	\$1,000.00	\$1,018.00	\$1,018.00	
5130-210	Overtime, General			\$363,247.42	\$352,361.00	\$361,042.00	\$361,042.00	
5130-211	Overtime, Training			\$60,847.40	\$67,416.00	\$69,349.00	\$69,349.00	
5130-212	Overtime, Court			\$64,796.14	\$71,223.00	\$68,214.00	\$68,214.00	
5130-213	Overtime, FLSA			\$0.00	\$150,000.00	\$65,000.00	\$65,000.00	
		<b>\$464,002.55</b>	<b>\$503,837.70</b>	<b>\$489,443.82</b>	<b>\$642,000.00</b>	<b>\$564,623.00</b>	<b>\$564,623.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Item								
5120-210	Substitutes							
	Admin Projects	Admin Civilian	27	27	\$37.70	\$1,017.77	\$1,017.77	
						<b>Account Subtotal</b>	<b>\$1,017.77</b>	<b>\$1,017.77</b>
5130-210	Overtime, General							
	Administrative	Admin Police	134	134	\$49.82	\$6,686.04	\$6,686.04	
	Meetings	Admin Police	9	9	\$49.82	\$464.09	\$464.09	
	Xmas Bonus Pay	Admin Police	1	1	\$2,392.62	\$2,392.62	\$2,392.62	
	Community	Community	18	18	\$49.82	\$895.98	\$895.98	
	Extra Coverage	Patrol	250	250	\$49.82	\$12,449.70	\$12,449.70	
	Incident Related	Patrol	225	225	\$49.82	\$11,187.51	\$11,187.51	
	Patrol Shift Coverage	Patrol	3,821	3,821	\$49.82	\$190,353.77	\$190,353.77	
	Reports/Arrests	Patrol	16	16	\$49.82	\$806.36	\$806.36	
	Supervisor Shift Coverage	Patrol	1,987	1,987	\$49.82	\$98,969.38	\$98,969.38	
	Investigation	Investigations	349	349	\$49.82	\$17,401.71	\$17,401.71	
	Traffic	Traffic	290	290	\$49.82	\$14,434.15	\$14,434.15	
	Call-Back	Animal Control	143	143	\$35.07	\$5,000.00	\$5,000.00	
						<b>Account Subtotal</b>	<b>\$361,041.32</b>	<b>\$361,041.32</b>
5130-211	Overtime, Training							
	In Service Lt/Sgt	Admin Training	156	156	\$71.06	\$11,085.84	\$11,085.84	
	In Service Patrol	Admin Training	552	552	\$42.73	\$23,588.45	\$23,588.45	
	Firearms Lt/Sgt	Admin Training	104	104	\$71.06	\$7,390.56	\$7,390.56	
	Firearms Patrol	Admin Training	368	368	\$42.73	\$15,725.63	\$15,725.63	
	Specialized Lt/Sgt	Admin Training	52	52	\$71.06	\$3,695.28	\$3,695.28	
	Specialized Patrol	Admin Training	184	184	\$42.73	\$7,862.82	\$7,862.82	
						<b>Account Subtotal</b>	<b>\$69,348.57</b>	<b>\$69,348.57</b>
5130-212	Overtime, Court							
	Lt/Sgt	Court	282	282	\$48.40	\$13,642.65	\$13,642.65	
	Patrol	Court	1,128	1,128	\$48.40	\$54,570.58	\$54,570.58	
						<b>Account Subtotal</b>	<b>\$68,213.23</b>	<b>\$68,213.23</b>
5130-213	Overtime, FLSA							
	Overtime, FLSA	Patrol	1	1	65,000	\$65,000.00	\$65,000.00	
						<b>Account Subtotal</b>	<b>\$65,000.00</b>	<b>\$65,000.00</b>

**DEPT 210: POLICE  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5230-230	Utilities, Water	\$1,082.40	\$1,087.80	\$1,103.23	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-240	Repairs & Maintenance, Vehicle	\$28,263.14	\$26,106.60	\$25,128.80	\$27,000.00	\$27,238.00	\$27,238.00	
5240-245	Repairs & Maintenance, Radio Equipment	\$6,388.84	\$4,152.25	\$5,285.32	\$7,400.00	\$0.00	\$0.00	Moved to Dispatch
5240-250	Repairs & Maintenance - Electrical	\$450.00	\$430.00	\$375.00	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-251	Repairs & Maintenance - HVAC	\$3,073.80	\$12,322.50	\$1,752.98	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
	Repairs & Maintenance, Air Conditioning	\$361.00	\$6,729.46	\$0.00	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-252	Repairs & Maintenance - Plumbing	\$1,890.00	\$1,233.00	\$1,743.95	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-259	Repairs & Maintenance, Miscellaneous	\$5,414.41	\$3,442.89	\$19,547.64	\$3,981.00	\$3,300.00	\$3,300.00	
5270-270	Rent / Lease Equipment	\$3,254.35	\$3,012.09	\$3,155.30	\$2,960.00	\$3,408.00	\$3,408.00	
5300-155	Software Support Identi Kit License	\$408.00	\$408.00	\$408.00	\$450.00	\$450.00	\$450.00	
5300-211	Radar Calibration	\$1,200.00	\$1,353.00	\$1,257.50	\$1,274.00	\$1,330.00	\$1,330.00	
5300-212	Photo Processing	\$119.08	\$109.12	\$130.99	\$125.00	\$125.00	\$125.00	
5300-213	Medical Services	\$3,979.15	\$3,031.44	\$13,010.83	\$3,931.00	\$3,931.00	\$3,931.00	
5300-214	Pre-Employment Physicals	\$0.00	\$0.00	\$0.00	\$0.00	\$3,320.00	\$3,320.00	
5300-296	Kennel Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	Moved from Canine Control
5300-305	Training	\$15,989.94	\$23,794.41	\$26,371.11	\$25,415.00	\$30,427.00	\$30,427.00	
5340-340	Printing	\$397.50	\$350.00	\$359.00	\$359.00	\$300.00	\$300.00	
5340-350	Postage	\$768.69	\$961.41	\$731.70	\$680.00	\$754.00	\$754.00	
		<b>\$73,040.30</b>	<b>\$88,523.97</b>	<b>\$100,361.35</b>	<b>\$73,575.00</b>	<b>\$80,583.00</b>	<b>\$80,583.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5240-240	Repairs & Maintenance, Vehicle							
	Vehicle car washes	Patrol	500	500	\$3.00	\$1,500.00	\$1,500.00	
	Vehicle Detailing per unit	Patrol	8	8	\$125.00	\$1,000.00	\$1,000.00	
	MA required vehicle inspections	Patrol	13	13	\$29.00	\$377.00	\$377.00	
	MA required vehicle inspections	Traffic	1	1	\$29.00	\$29.00	\$29.00	
	MA required vehicle inspections	Investigations	5	5	\$29.00	\$145.00	\$145.00	
	MA required vehicle inspections	Management	1	1	\$29.00	\$29.00	\$29.00	
	MA required vehicle inspections	Admin Police	1	1	\$29.00	\$29.00	\$29.00	
	MA required vehicle inspections	Animal Control	1	1	\$29.00	\$29.00	\$29.00	
	Motorcycle maintenance/repair per unit	Traffic	4	4	\$750.00	\$3,000.00	\$3,000.00	
	Speed Trailer Repair/maintenance	Traffic	3	3	\$300.00	\$900.00	\$900.00	
	Vehicle repair/main, per unit	Traffic	1	1	\$1,000.00	\$1,000.00	\$1,000.00	
	Vehicle repair/main, per unit	Patrol	14	14	\$1,000.00	\$14,000.00	\$14,000.00	
	Vehicle repair/main, per unit	Investigations	3	3	\$1,000.00	\$3,000.00	\$3,000.00	
	Vehicle repair/main, per unit	Management	1	1	\$1,000.00	\$1,000.00	\$1,000.00	
	Vehicle repair/main, per unit	Admin Police	1	1	\$1,000.00	\$1,000.00	\$1,000.00	
	Vehicle repair/main, per unit	Animal Control	1	1	\$200.00	\$200.00	\$200.00	
					<b>Account Subtotal</b>	<b>\$27,238.00</b>	<b>\$27,238.00</b>	
5240-259	Repairs & Maintenance, Miscellaneous							
	Document shredding (certified public records)	Admin	5	5	\$60.00	\$300.00	\$300.00	
	Bio Hazard Clean Up (cell)	Admin	5	5	\$150.00	\$750.00	\$750.00	
	Bio Hazard Clean Up (vehicle)	Admin	5	5	\$90.00	\$450.00	\$450.00	
	Fire Extinguisher maintenance	Admin	28	28	\$20.00	\$560.00	\$560.00	
	Misc. Repairs and Maintenance	Admin				\$1,240.00	\$1,240.00	
					<b>Account Subtotal</b>	<b>\$3,300.00</b>	<b>\$3,300.00</b>	
5270-270	Rent / Lease Equipment							
	48 month lease (2 copiers, 1 color printer)	Admin	12	12	\$177.00	\$2,124.00	\$2,124.00	
	Maintenance and overages	Admin	12	12	\$100.00	\$1,200.00	\$1,200.00	
	Toner shipping	Admin	12	12	\$7.00	\$84.00	\$84.00	
					<b>Account Subtotal</b>	<b>\$3,408.00</b>	<b>\$3,408.00</b>	
5300-155	Software Support							
	Identi Kit License	Investigations	1	1	\$450.00	\$450.00	\$450.00	
					<b>Account Subtotal</b>	<b>\$450.00</b>	<b>\$450.00</b>	
5300-211	Radar Calibration							
	Radar Unit Calibration	Traffic	16	16	\$55.00	\$880.00	\$880.00	
	Laser Unit Calibration	Traffic	6	6	\$75.00	\$450.00	\$450.00	
					<b>Account Subtotal</b>	<b>\$1,330.00</b>	<b>\$1,330.00</b>	
5300-212	Photo Processing							
	Occasional need for photo processing	Investigations	1	1	\$125.00	\$125.00	\$125.00	
					<b>Account Subtotal</b>	<b>\$125.00</b>	<b>\$125.00</b>	
5300-213	Medical Services							
	Officers injured on duty, MGL Ch 41 s 111f	Admin	1	1	\$3,931.00	\$3,931.00	\$3,931.00	
					<b>Account Subtotal</b>	<b>\$3,931.00</b>	<b>\$3,931.00</b>	
5300-214	Pre-Employment Physicals							
	Medical	Admin	4	4	\$430.00	\$1,720.00	\$1,720.00	
	Psychological	Admin	4	4	\$400.00	\$1,600.00	\$1,600.00	
					<b>Account Subtotal</b>	<b>\$3,320.00</b>	<b>\$3,320.00</b>	
5300-296	Kennel Fees							
	Annual Kennel Fee	Animal Control	1	1	\$6,000.00	\$6,000.00	\$6,000.00	
					<b>Account Subtotal</b>	<b>\$6,000.00</b>	<b>\$6,000.00</b>	
5300-305	Training							
	Recruit Tuition	Admin Training	4	4	\$2,500.00	\$10,000.00	\$10,000.00	
	MPI Distance Learning	Admin Training	60	60	\$60.00	\$3,600.00	\$3,600.00	
	Public Records Course	Admin Training	1	1	\$95.00	\$95.00	\$95.00	
	Firearms Range Safety Off (Req.)	Admin Training	2	2	\$750.00	\$1,500.00	\$1,500.00	
	Firearms Legal Update	Admin Training	2	2	\$149.00	\$298.00	\$298.00	
	Municipal Police Institute Classroom	Admin Training	10	10	\$149.00	\$1,490.00	\$1,490.00	
	Budgeting Course	Admin Training	1	1	\$299.00	\$299.00	\$299.00	
	Crystal Reports	Admin Training	1	1	\$632.00	\$632.00	\$632.00	
	Mid Level Mgmt Course (Lieutenants)	Management	4	4	\$1,500.00	\$6,000.00	\$6,000.00	
	Internal Affairs for Patrol Supervisors	Management	5	5	\$365.00	\$1,825.00	\$1,825.00	
	Accreditation Conference	Management	1	1	\$250.00	\$250.00	\$250.00	
	Managing the Training Function	Management	1	1	\$450.00	\$450.00	\$450.00	
	Car Seat Recertification	Community	2	2	\$75.00	\$150.00	\$150.00	
	MSSAA Annual Conference	Community	2	2	\$150.00	\$300.00	\$300.00	
	Juvenile Legal Update	Community	2	2	\$99.00	\$198.00	\$198.00	
	Auxiliary Officer In Service training (4)	Patrol	4	4	\$125.00	\$500.00	\$500.00	
	PACE Drug Interdiction Course	Investigations Training	4	4	\$200.00	\$800.00	\$800.00	
	Narcotic Enforcement Officer Conference	Investigations Training	4	4	\$300.00	\$1,200.00	\$1,200.00	
	Reid Technique of Interview/Interrogation	Investigations Training	2	2	\$420.00	\$840.00	\$840.00	
					<b>Account Subtotal</b>	<b>\$30,427.00</b>	<b>\$30,427.00</b>	
5340-340	Printing							
	3 Part Mv crash info exchange forms	Patrol	1,500	1,500	\$0.20	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$300.00</b>	<b>\$300.00</b>	
5340-350	Postage							
	Pre-stamped envelopes (500 per box)	Admin	2	2	\$264.50	\$529.00	\$529.00	
	Certified mail, internet postage, packages	Admin	1	1	\$225.00	\$225.00	\$225.00	
					<b>Account Subtotal</b>	<b>\$754.00</b>	<b>\$754.00</b>	

**DEPT 210: POLICE  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$3,575.00	\$3,069.12	\$4,545.57	\$2,831.00	\$3,450.00	\$3,450.00	
5420-429	Office Supplies, Specialized	\$385.00	\$754.54	\$634.00	\$770.00	\$950.00	\$950.00	
5430-440	Building & Custodial Supplies	\$5,430.71	\$5,199.31	\$5,486.12	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5480-480	Vehicle Fuels & Oils	\$94,814.56	\$103,299.61	\$115,350.01	\$120,240.00	\$120,240.00	\$120,240.00	
5480-485	Vehicle Parts & Supplies	\$5,130.05	\$5,099.54	\$3,532.10	\$4,399.00	\$5,053.00	\$5,053.00	
5580-210	Uniforms	\$66,674.20	\$69,497.43	\$70,294.37	\$73,325.00	\$72,875.00	\$72,875.00	
5580-211	Officers' Equipment	\$9,644.97	\$6,230.98	\$16,049.28	\$3,637.00	\$6,191.00	\$6,191.00	
5580-212	Ammunition & Firearms	\$10,857.00	\$9,528.00	\$9,231.00	\$9,869.00	\$12,382.00	\$12,382.00	
5580-213	Firing Range Supplies	\$459.78	\$674.27	\$66.35	\$354.00	\$355.00	\$355.00	
5580-214	Radio / Walkie-Talkie	\$1,726.89	\$1,973.40	\$1,973.40	\$2,000.00	\$2,377.00	\$2,607.00	
5580-215	Photo Equipment	\$72.47	\$71.22	\$53.45	\$75.00	\$135.00	\$135.00	
5580-216	Parking Meter Supplies	\$776.00	\$665.85	\$0.00	\$0.00	\$0.00	\$0.00	Moved to Public Works
		<b>\$199,546.63</b>	<b>\$206,063.27</b>	<b>\$227,215.65</b>	<b>\$217,500.00</b>	<b>\$224,008.00</b>	<b>\$224,238.00</b>	

ACCOUNT DETAIL		Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Item	Service						
5420-420	Office Supplies, General						
	Bottled Water, Monthly	Admin	12	\$50.00	\$600.00	\$600.00	Moved from Building Supplies
	Copy Paper (case)	Admin	30	\$30.00	\$900.00	\$900.00	
	Misc Supplies	Admin	195	\$10.00	\$1,950.00	\$1,950.00	
					<b>\$3,450.00</b>	<b>\$3,450.00</b>	
5420-429	Office Supplies, Specialized						
	3 part detail work vouchers	Admin	5,500	\$0.17	\$949.85	\$949.85	
					<b>\$949.85</b>	<b>\$949.85</b>	
5480-480	Vehicle Fuels & Oils						
	Fuel, Unleaded	Patrol	28,818	\$3.30	\$95,133.00	\$95,133.00	
	Fuel, Unleaded	Investigations	3,985	\$3.30	\$13,155.62	\$13,155.62	
	Fuel, Unleaded	Traffic	1,066	\$3.30	\$3,517.67	\$3,517.67	
	Fuel, Unleaded	Admin Police	1,051	\$3.30	\$3,470.14	\$3,470.14	
	Fuel, Unleaded	Community	619	\$3.30	\$2,044.05	\$2,044.05	
	Fuel, Unleaded	Management	461	\$3.30	\$1,521.16	\$1,521.16	
	Fuel, Unleaded	Animal Control	424	\$3.30	\$1,398.35	\$1,398.35	
					<b>\$120,240.00</b>	<b>\$120,240.00</b>	
5480-485	Vehicle Parts & Supplies						
	Tires	Patrol	45	\$112.27	\$5,052.15	\$5,052.15	
					<b>\$5,052.15</b>	<b>\$5,052.15</b>	
5580-210	Uniforms						
	Clothing Allowance	Management	1	\$1,125.00	\$1,125.00	\$1,125.00	
	Clothing Allowance	Patrol	36	\$975.00	\$35,100.00	\$35,100.00	
	Clothing Allowance	Investigations	5	\$975.00	\$4,875.00	\$4,875.00	
	Clothing Allowance	Traffic	3	\$975.00	\$2,925.00	\$2,925.00	
	Clothing Allowance	Community	1	\$975.00	\$975.00	\$975.00	
	Clothing Allowance	Admin Police	1	\$975.00	\$975.00	\$975.00	
	Uniform & Protective Shoes Allowance	Animal Control	1	\$500.00	\$500.00	\$500.00	
	Cleaning Allowance	Management	1	\$375.00	\$375.00	\$375.00	
	Cleaning Allowance	Patrol	45	\$375.00	\$16,875.00	\$16,875.00	
	Cleaning Allowance	Investigations	6	\$375.00	\$2,250.00	\$2,250.00	
	Cleaning Allowance	Traffic	3	\$375.00	\$1,125.00	\$1,125.00	
	Cleaning Allowance	Community	1	\$375.00	\$375.00	\$375.00	
	Cleaning Allowance	Admin Police	3	\$375.00	\$1,125.00	\$1,125.00	
	Cleaning Allowance	Court	1	\$375.00	\$375.00	\$375.00	
	Recruit Uniform and Gear	Admin Training	4	\$975.00	\$3,900.00	\$3,900.00	
					<b>\$72,875.00</b>	<b>\$72,875.00</b>	
5580-211	Officers' Equipment						
	First Aid/AED	Patrol	1	\$850.00	\$850.00	\$850.00	
	Prisoner Property Bags	Patrol	5	\$25.00	\$125.00	\$125.00	
	Powder Free Latex Gloves	Patrol	8	\$105.00	\$840.00	\$840.00	
	FBI Approved Fingerprint Card Printer	Patrol	1	\$2,550.00	\$2,550.00	\$2,550.00	
	Evidence Collection Bags	Investigations	6	\$40.00	\$240.00	\$240.00	
	Evidence Collection Bags	Investigations	5	\$25.00	\$125.00	\$125.00	
	Drug Test Kits	Investigations	4	\$69.00	\$276.00	\$276.00	
	Fingerprinting Supplies	Investigations	1	\$200.00	\$200.00	\$200.00	
	ID Cards	Admin	1	\$55.00	\$55.00	\$55.00	
	ID Ribbons	Admin	2	\$115.00	\$230.00	\$230.00	
	Employee Recognition	Management	1	\$200.00	\$200.00	\$200.00	
	Traffic Supplies (Cones, stop signs)	Traffic	1	\$500.00	\$500.00	\$500.00	
					<b>\$6,191.00</b>	<b>\$6,191.00</b>	
5580-212	Ammunition & Firearms						
	Firearm training ammo (case 1000)	Admin Training	12	\$275.00	\$3,300.00	\$3,300.00	
	Firearm training ammo (case 1000)	Admin Training	9	\$275.00	\$2,475.00	\$2,475.00	
	Firearms street ammo (case 1000)	Admin Training	3	\$385.00	\$1,155.00	\$1,155.00	
	Shotgun buckshot rounds (case 250)	Admin Training	8	\$108.00	\$864.00	\$864.00	
	Shotgun slug rounds (case 250)	Admin Training	1	\$115.00	\$115.00	\$115.00	
	Rifle training rounds (case 900)	Admin Training	6	\$297.00	\$1,782.00	\$1,782.00	
	Rifle street rounds (case 900)	Admin Training	1	\$330.00	\$330.00	\$330.00	
	Simunition training rounds (case 1000)	Admin Training	4	\$515.00	\$1,802.50	\$1,802.50	
	Simunition instructor rounds (case 1000)	Admin Training	1	\$558.00	\$558.00	\$558.00	
					<b>\$12,381.50</b>	<b>\$12,381.50</b>	
5580-213	Firing Range Supplies						
	Qualification Targets	Admin Training	1	\$185.00	\$185.00	\$185.00	
	Wood frames	Admin Training	1	\$140.00	\$140.00	\$140.00	
	Staples	Admin Training	1	\$30.00	\$30.00	\$30.00	
					<b>\$355.00</b>	<b>\$355.00</b>	
5580-214	Radio / Walkie-Talkie						
	Battery	Animal Control	1	\$100.00	\$100.00	\$330.00	
	Motorola Battery	Patrol	30	\$75.90	\$2,277.00	\$2,277.00	
					<b>\$2,377.00</b>	<b>\$2,607.00</b>	
5580-215	Photo Equipment						
	Digital Camera	Patrol	1	\$135.00	\$135.00	\$135.00	
					<b>\$135.00</b>	<b>\$135.00</b>	

**DEPT 210: POLICE  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5170-918	Wellness Program	\$12,848.00	\$13,788.71	\$12,387.87	\$13,600.00	\$13,800.00	\$13,800.00	
5300-330	Meeting & Conference Fees	\$2,303.43	\$1,427.69	\$2,462.68	\$0.00	\$0.00	\$0.00	
5580-580	Publications & Subscriptions	\$3,375.13	\$3,326.09	\$2,133.57	\$2,270.00	\$2,392.00	\$2,392.00	
5710-710	Travel Expenses	\$0.00	\$0.00	\$0.00	\$2,555.00	\$2,750.00	\$2,750.00	
5730-730	Dues & Memberships	\$6,879.50	\$8,390.00	\$8,395.00	\$9,195.00	\$9,895.00	\$9,895.00	
		<b>\$25,406.06</b>	<b>\$26,932.49</b>	<b>\$25,379.12</b>	<b>\$27,620.00</b>	<b>\$28,837.00</b>	<b>\$28,837.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5170-918	Wellness Program							
	Fitness Reimbursements	Admin	18	18	\$300.00	\$5,400.00	\$5,400.00	
	Sick Leave Incentive (Qtrs 1-3)	Admin	39	39	\$100.00	\$3,900.00	\$3,900.00	
	Sick Leave Incentive (Qtr 4)	Admin	1	1	\$4,000.00	\$4,000.00	\$4,000.00	
	Drug Testing Session	Management	1	1	\$500.00	\$500.00	\$500.00	
						<b>\$13,800.00</b>	<b>\$13,800.00</b>	
5580-580	Publications & Subscriptions							
	Lexis Nexis Database, monthly	Investigations	12	12	\$126.00	\$1,512.00	\$1,512.00	
	S&S Software Pawn Database	Investigations	1	1	\$140.00	\$140.00	\$140.00	
	Legal Reference LE Dimensions	Investigations	1	1	\$265.00	\$265.00	\$265.00	
	Legal Reference LE Dimensions	Patrol	1	1	\$265.00	\$265.00	\$265.00	
	Court Prosecutor Guide	Court	1	1	\$60.00	\$60.00	\$60.00	
	Website Host	Community	1	1	\$150.00	\$150.00	\$150.00	
						<b>\$2,392.00</b>	<b>\$2,392.00</b>	
5710-710	Travel Expenses							
	IACP Conf., Philadelphia PA	Management	1	1	\$1,600.00	\$1,600.00	\$1,600.00	
	Mass. Accreditation Conf.	Management	1	1	\$500.00	\$500.00	\$500.00	
	Pamet National Meeting	Admin Training	1	1	\$450.00	\$450.00	\$450.00	
	Parking and Tolls	Admin	1	1	\$200.00	\$200.00	\$200.00	
						<b>\$2,750.00</b>	<b>\$2,750.00</b>	
5730-730	Dues & Memberships							
	Metro Law Enforcement Council	Patrol	1	1	\$3,500.00	\$3,500.00	\$3,500.00	
	GBPC Membership	Patrol	1	1	\$1,000.00	\$1,000.00	\$1,000.00	
	GBPC Bapern Remote Line	Patrol	1	1	\$900.00	\$900.00	\$900.00	
	IACP Dues	Management	1	1	\$120.00	\$120.00	\$120.00	
	Mass Chief Police Dues	Management	1	1	\$1,070.00	\$1,070.00	\$1,070.00	
	Norfolk County Chief Due	Management	1	1	\$300.00	\$300.00	\$300.00	
	Mass. Police Accreditation	Management	1	1	\$1,250.00	\$1,250.00	\$1,250.00	
	Police Server User Group	Admin	1	1	\$200.00	\$200.00	\$200.00	
	Plymouth County Bid	Admin	1	1	\$300.00	\$300.00	\$300.00	
	NESPIN	Investigations	1	1	\$150.00	\$150.00	\$150.00	
	HTCIA	Investigations	1	1	\$55.00	\$55.00	\$55.00	
	South Suburban Police Institute	Admin Training	1	1	\$1,000.00	\$1,000.00	\$1,000.00	
	ACO Assn. Massachusetts	Animal Control	1	1	\$50.00	\$50.00	\$50.00	
						<b>\$9,895.00</b>	<b>\$9,895.00</b>	

**DEPT 220: FIRE  
BUDGET SUMMARY**

Department Reports To: **Town Administrator**  
 Department Contact: **William Spillane**  
 Phone Number: **781-751-9400**  
 Budget Submitted By: **William Spillane**  
 Position: **Acting Fire Chief**

<b>DESCRIPTION</b>	<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ACTUAL</b>	<b>FY13 BUDGET</b>	<b>FY14 REQUEST</b>	<b>FY14 TA RECOMMEND</b>	<b>NOTES</b>
Personnel Services	\$3,946,368.18	\$3,939,608.15	\$4,078,144.54	\$4,049,600.00	\$4,231,651.86	\$4,167,111.00	
Overtime & Substitutes	\$433,700.22	\$505,703.14	\$562,462.41	\$582,500.00	\$355,719.00	\$355,186.00	
<i>Add. anticipated cost</i>				<i>\$117,500.00</i>			
Purchase of Services	\$27,331.35	\$34,601.60	\$72,709.23	\$25,820.00	\$65,120.00	\$52,720.00	
Supplies	\$125,846.48	\$119,573.33	\$109,448.76	\$107,450.00	\$164,035.00	\$101,235.00	
Other Charges & Expenses	\$6,614.39	\$6,977.20	\$5,941.56	\$5,200.00	\$7,060.00	\$7,060.00	
	<b>\$4,539,860.62</b>	<b>\$4,606,463.42</b>	<b>\$4,828,706.50</b>	<b>\$4,888,070.00</b>	<b>\$4,823,585.86</b>	<b>\$4,683,312.00</b>	

# DEPT 220: FIRE SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
1	Emergency Response	Firefighter, Deputy & Lieutenants	\$3,751,281	\$3,751,282
	Emergency Response	Overtime - Emergency Call-Back	\$9,809	\$9,809
	Emergency Response	Overtime - Maintain Minimum Manning	\$259,805	\$279,405
2	Mutual Aid	Mutual Aid	\$16,479	\$16,479
3	Emergency Response	Regional Resources	\$1,000	\$1,000
4	Emergency Response	Engines/Ladder Equipment, Operations, & Testing	\$10,220	\$10,220
5	Emergency Response	Vehicle Fuel & Equipment	\$85,485	\$38,635
6	Emergency Response	Medical Equipment, Bills & Exams	\$15,000	\$15,000
7	Prevention	Building Inspections	\$110,915	\$110,915
8	Management	Fire Chief	\$120,000	\$120,000
9	Prevention	Alarm Repair (Services & Supplies)	\$7,450	\$7,450
10	Emergency Response	Training Programs	\$91,918	\$90,668
11	Management	Pre-Employment Physicals	\$8,000	\$8,000
12	Emergency Response	Protective Clothing Maintenance	\$12,000	\$12,000
13	Management	Uniform Cleaning Allowances	\$54,725	\$54,725
14	Management	Promotion & Dress Uniforms	\$8,500	\$8,000
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
15	Management	Fleet Maintenance Stipend & Overtime	\$32,999	\$0
16	Prevention	Overtime - Alarm Maintenance	\$34,168	\$34,168
17	Prevention	Overtime - Educational Outreach	\$964	\$964
18	Management	Vehicle Equipment & Fuel	\$1,150	\$1,150
19	Emergency Response	Staff Positions	\$1,000	\$1,000
20	Management	Staff Positions	\$6,500	\$6,500
21	Management	Administrative Assistant	\$49,502	\$49,502
22	Management	Professional Associations	\$3,560	\$3,560
23	Management	Groundskeeping Supplies	\$400	\$0
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
24	Emergency Response	Fill 2 Empty Firefighter Positions	\$105,755	\$52,878
25	Emergency Response	Web-Based Training Program	\$10,000	\$0
26	Management	Protective Clothing Maintenance	\$12,000	\$0
27	Management	Station Furniture Replacement	\$3,000	\$0
	<b>TOTAL</b>		<b>\$4,823,585</b>	<b>\$4,683,309</b>

**DEPT 220: FIRE  
PERSONNEL SERVICES**

						FY 2013 BUDGET										
ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	EPI-PEN / DEFIB	HOLIDAY	CRED. PAY	EMT BONUS	WAGES TOTAL
FIRE CHIEF																
5110-220	Acting Fire Chief	Management	Spillane, W.	200	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5110-220	Fire Chief	Management	Cullinane	200	N/A	1	MAX	4,834.02	26.1	126,167.80	550.00	0.00	0.00	0.00	0.00	126,167.80
5190-196			Deferred Compensation					115.38	26.0	3,000.00	0.00	0.00	0.00	0.00	0.00	3,000.00
Fire Chief Salary						1				129,167.80	550.00	0.00	0.00	0.00	0.00	129,167.80
DEPUTY CHIEFS																
5110-222	Deputy Chief	Emergency	Beltis, D.	100	N/A	1	MAX	3,162.21	26.1	82,533.68	630.00	1,500.00	4,554.44	2,880.00	2,400.00	94,498.12
5110-222	Deputy Chief	Emergency	Fontaine, Jr.	100	N/A	1	MAX	3,162.21	26.1	82,533.68	550.00	1,500.00	4,554.44	0.00	2,400.00	91,538.12
5110-222	Deputy Chief	Emergency	Neilan	100	N/A	0	N/A	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5110-222	Deputy Chief	Prevention	Radosta	100	N/A	0	N/A	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5110-222	Deputy Chief	Emergency	O'Brien	100	N/A	1	MAX	3,162.21	26.1	82,533.68	470.00	1,500.00	4,554.44	0.00	2,400.00	91,458.12
5110-222	Deputy Chief	Emergency	Spillane, W.	100	N/A	1	MAX	3,162.21	26.1	82,533.68	470.00	1,500.00	4,554.44	1,845.00	2,400.00	93,303.12
Deputy Chiefs Salaries						4				330,134.72	2,120.00	6,000.00	18,217.76	4,725.00	9,600.00	370,797.48
LIEUTENANTS																
5110-222	Lieutenant	Emergency	Beltis, R.	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	630.00	1,500.00	3,585.01	3,780.00	0.00	76,037.48
5110-222	Lieutenant	Emergency	Smith	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	470.00	1,500.00	3,711.95	2,970.00	2,400.00	77,594.42
5110-222	Lieutenant	Emergency	McMahon	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	470.00	1,500.00	3,711.95	0.00	2,400.00	74,624.42
5110-222	Lieutenant	Emergency	Neilan	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	470.00	1,500.00	3,585.01	0.00	0.00	72,097.48
5110-222	Lieutenant	Emergency	Loconte	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	390.00	1,500.00	3,711.95	1,620.00	2,400.00	76,164.42
5110-222	Lieutenant	Emergency	Lynch, S.	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	310.00	1,500.00	3,711.95	0.00	2,400.00	74,464.42
5110-222	Lieutenant	Emergency	Berry	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	310.00	1,500.00	3,711.95	4,590.00	2,400.00	79,054.42
5110-222	Lieutenant	Prevention	Radosta	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	310.00	1,500.00	3,711.95	4,275.00	2,400.00	78,739.42
5110-222	Lieutenant	Emergency	McGraw	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	230.00	1,500.00	3,711.95	3,510.00	2,400.00	77,894.42
5110-222	Lieutenant	Emergency	Walsh (Repl. Neilan)	25.02	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5110-222	Lieutenant	Emergency	Promotion (Repl. Radosta)	25.02	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5110-222	Lieutenant	Emergency	Vacant (Promotion Diff.)	25.02	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5110-222	Lieutenant	Emergency	Vacant (Promotion Diff.)	25.02	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5110-222	Lieutenant	Emergency	Vacant (Promotion Diff.)	25.02	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lieutenants Salaries						9				598,882.25	3,590.00	13,500.00	33,153.67	20,745.00	16,800.00	686,670.92
FIREFIGHTER-MECHANIC																
5110-224	Firefighter Mechanic	Emergency Management	McElhinney	25.02	N/A	1	MAX	2,056.57 492.95	26.1	53,676.48 12,866.00	310.00 0.00	1,500.00 0.00	3,034.13 677.93	2,430.00 0.00	2,400.00 0.00	63,350.61 13,543.93
Firefighter-Mechanic Salary						1				66,542.47	310.00	1,500.00	3,712.06	2,430.00	2,400.00	76,894.53
FIREFIGHTERS																
5110-223	Firefighter	Emergency	Blaney, S.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	550.00	1,500.00	2,907.19	1,485.00	0.00	60,118.67
5110-223	Firefighter	Emergency	Lessard	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	550.00	1,500.00	3,034.13	2,430.00	2,400.00	63,590.61
5110-223	Firefighter	Emergency	Bradbury, J.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	550.00	1,500.00	3,034.13	0.00	2,400.00	61,160.61
5110-223	Firefighter	Emergency	Bowler	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61
5110-223	Firefighter	Emergency	Bradbury, K.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61
5110-223	Firefighter	Emergency	DeFelice, Sr.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61
5110-223	Firefighter	Emergency	Howard	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	3,000.00	2,907.19	0.00	0.00	60,053.67
5110-223	Firefighter	Emergency	Boncek	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	0.00	0.00	58,553.67
5110-223	Firefighter	Emergency	Savi	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61
5110-223	Firefighter	Emergency	Spillane, R.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	0.00	0.00	58,553.67
5110-223	Firefighter	Emergency	Loewen	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61
5110-223	Firefighter	Emergency	Pike	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	0.00	0.00	58,553.67
5110-223	Firefighter	Emergency	Burke	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	2,700.00	0.00	61,253.67
5110-223	Firefighter	Emergency	Raftery	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	0.00	0.00	58,553.67
5110-223	Firefighter	Emergency	Chin	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	390.00	1,500.00	2,907.19	0.00	0.00	58,473.67
5110-223	Firefighter	Emergency	Krug	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	390.00	1,500.00	3,034.13	0.00	2,400.00	61,000.61
5110-223	Firefighter	Emergency	McLeish	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61
5110-223	Firefighter	Emergency	Sailsman	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	390.00	1,500.00	2,907.19	0.00	0.00	58,473.67
5110-223	Firefighter	Emergency	Grealy	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	390.00	1,500.00	3,034.13	0.00	2,400.00	61,000.61
5110-223	Firefighter	Emergency	Clark	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	390.00	1,500.00	2,907.19	0.00	0.00	58,473.67
5110-223	Firefighter	Emergency	McManus	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	310.00	5,000.00	2,907.19	0.00	0.00	61,893.67
5110-223	Firefighter	Emergency	DeVincent	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	310.00	1,500.00	3,034.13	0.00	2,400.00	60,920.61
5110-223	Firefighter	Emergency	Finneran	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	310.00	1,500.00	3,034.13	3,510.00	2,400.00	64,430.61
5110-223	Firefighter	Emergency	Walsh	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	310.00	1,500.00	3,034.13	1,485.00	2,400.00	62,405.61
5110-223	Firefighter	Emergency	Doherty	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61
5110-223	Firefighter	Emergency	Georgilas	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61
5110-223	Firefighter	Emergency	MacDougall	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61

**DEPT 220: FIRE  
PERSONNEL SERVICES**

FY 2013 BUDGET																	
ACCT	TITLE	SERVICE	NAME	CODE	STEP	DATE	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	EPI-PEN / DEFIB	HOLIDAY	CRED. PAY	EMT BONUS	WAGES TOTAL
5110-223	Firefighter	Emergency	Sayers	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	
5110-223	Firefighter	Emergency	Davis	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	
5110-223	Firefighter	Emergency	Murray	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	3,015.00	2,400.00	63,855.61	
5110-223	Firefighter	Emergency	Haire	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	
5110-223	Firefighter	Emergency	Swyers	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	3,510.00	2,400.00	64,350.61	
5110-223	Firefighter	Emergency	Morrison	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	
5110-223	Firefighter	Emergency	DeFelice, Jr.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	3,034.13	540.00	2,400.00	61,300.61	
5110-223	Firefighter	Emergency	Staunton	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	3,034.13	3,510.00	2,400.00	64,270.61	
5110-223	Firefighter	Emergency	Paige	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	3,034.13	3,150.00	2,400.00	63,910.61	
5110-223	Firefighter	Emergency	Whoriskey	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	3,034.13	6,525.00	2,400.00	67,285.61	
5110-223	Firefighter	Emergency	Huff	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	3,034.13	0.00	2,400.00	60,760.61	
5110-223	Firefighter	Emergency	Dugan	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	2,758.20	0.00	2,400.00	60,484.68	
5110-223	Firefighter	Emergency	Dever	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	551.64	2,835.00	2,400.00	61,113.12	
5110-223	Firefighter	Emergency	Blaney, Ja.	10.02	10/15	1	MAX	2,056.57	19.1	39,280.49	150.00	1,500.00	2,423.97	0.00	2,400.00	45,754.46	
							5	1,986.65	7.0	13,906.55	0.00	0.00	513.38	0.00	0.00	14,419.93	
							MAX	2,056.57	7.1	14,601.65	150.00	1,500.00	551.64	0.00	2,400.00	19,203.29	
5110-223	Firefighter	Emergency	Foss	10.02	3/31	1	5	1,986.65	19.0	37,746.35	0.00	0.00	2,403.72	0.00	0.00	40,150.07	
5110-223	Firefighter	Emergency	Sheehan, K.	10.02	8/16	1	3	1,854.67	3.0	5,564.01	0.00	1,500.00	501.16	0.00	2,400.00	9,965.17	
							2	1,791.74	23.1	41,389.19	0.00	0.00	2,184.48	0.00	0.00	43,573.67	
5110-223	Firefighter	Emergency	Gleason, J.	10.02	8/16	1	3	1,854.67	3.0	5,564.01	0.00	1,500.00	501.16	0.00	2,400.00	9,965.17	
							2	1,791.74	23.1	41,389.19	0.00	0.00	2,184.48	0.00	0.00	43,573.67	
5110-223	Firefighter	Emergency	Blaney, Jo.	10.02	7/1	1	2	1,791.74	26.1	46,764.41	0.00	1,500.00	2,669.92	2,500.00	2,400.00	55,834.33	
5110-223	Firefighter	Emergency	Replace Walsh	10.02	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5110-223	Firefighter	Emergency	Replace Blaney, S.	10.02	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5110-223	Firefighter	Emergency	Replace Sheehan	10.02	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5110-223	Firefighter	Emergency	New Hire	10.02	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5110-223	Firefighter	Emergency	New Hire	10.02	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
							<b>Firefighters Salaries</b>	<b>45</b>			<b>2,393,264.94</b>	<b>13,900.00</b>	<b>72,500.00</b>	<b>131,144.35</b>	<b>37,195.00</b>	<b>81,600.00</b>	<b>2,729,604.29</b>
<b>SUPPORT STAFF</b>																	
5110-229	Admin Assistant I	Management	Cummings	SS-3	N/A	1	7	1,884.75	26.1	49,191.98	310.00	0.00	0.00	0.00	0.00	49,501.98	
							<b>Support Staff Salaries</b>	<b>1</b>			<b>49,191.98</b>	<b>310.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>49,501.98</b>
<b>STAFF POSITIONS</b>																	
	Executive Officer	Management		N/A	N/A	0	N/A	191.57	26.1	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00	
	Training Officer	Management		N/A	N/A	0	N/A	38.31	26.1	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	
	EMT Coordinator	Emergency		N/A	N/A	0	N/A	19.16	26.1	500.00	0.00	0.00	0.00	0.00	0.00	500.00	
	E911 Coordinator	Emergency		N/A	N/A	0	N/A	19.16	26.1	500.00	0.00	0.00	0.00	0.00	0.00	500.00	
	Equipment Officer	Management		N/A	N/A	0	N/A	19.16	26.1	500.00	0.00	0.00	0.00	0.00	0.00	500.00	
	Fire Alarm Supt.	Emergency		N/A	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Asst. Alarm Supt.	Emergency		N/A	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
							<b>Staff Positions</b>	<b>0</b>			<b>7,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,500.00</b>
							<b>SUBTOTAL: SALARIES &amp; ALLOWANCES</b>	<b>61</b>			<b>3,574,684.16</b>	<b>20,780.00</b>	<b>93,500.00</b>	<b>186,227.84</b>	<b>65,095.00</b>	<b>110,400.00</b>	<b>4,050,137.00</b>
<b>PERSONNEL PROGRAMS</b>																	
		Emergency	Off-Duty Training Program			59	35.00	30.00	61,950								61,950.00
		Management	Uniform Cleaning Allowance			60	375.00		22,500								22,500.00
			<b>Personnel Programs</b>						<b>84,450</b>								<b>84,450.00</b>
			<b>STM TRANSFER</b>														<b>-85,000.00</b>
			<b>ROUND TO BUDGET</b>														<b>13.00</b>
			<b>PERSONNEL SERVICES</b>			<b>61</b>				<b>3,574,684.16</b>	<b>20,780.00</b>	<b>93,500.00</b>	<b>186,227.84</b>	<b>65,095.00</b>	<b>110,400.00</b>	<b>4,049,600.00</b>	

**DEPT 220: FIRE  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FY 2014 REQUESTED												FY14 RECOM-MEND
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	EPI-PEN / DEFIB	HOLIDAY	CRED. PAY	EMT BONUS	WAGES TOTAL		
<b>FIRE CHIEF</b>																		
5110-220	Acting Fire Chief	Management	Spillane, W.	200	N/A	1	N/A	4,615.39	26.1	120,000.00	470.00	0.00	0.00	0.00	0.00	120,000.00	120,000.00	
5110-220	Fire Chief	Management	Cullinane	200	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5190-196			Deferred Compensation				0	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Fire Chief Salary						1				120,000.00	470.00	0.00	0.00	0.00	0.00	120,000.00	120,000.00	
<b>DEPUTY CHIEFS</b>																		
5110-222	Deputy Chief	Emergency	Beltis, D.	100	N/A	1	MAX	3,162.21	26.1	82,533.68	630.00	1,500.00	4,554.44	2,880.00	2,400.00	94,498.12	94,498.12	
5110-222	Deputy Chief	Emergency	Fontaine, Jr.	100	N/A	1	MAX	3,162.21	26.1	82,533.68	550.00	1,500.00	4,554.44	0.00	2,400.00	91,538.12	91,538.12	
5110-222	Deputy Chief	Emergency	Neilan	100	N/A	1	MAX	3,162.21	26.1	82,533.68	0.00	1,500.00	4,554.44	0.00	2,400.00	90,988.12	90,988.12	
5110-222	Deputy Chief	Prevention	Radosta	100	N/A	1	MAX	3,162.21	26.1	82,533.68	310.00	1,500.00	4,554.44	4,275.00	2,400.00	95,573.12	95,573.12	
Deputy Chiefs Salaries						4				330,134.72	1,490.00	6,000.00	18,217.76	7,155.00	9,600.00	372,597.48	372,597.48	
<b>LIEUTENANTS</b>																		
5110-222	Lieutenant	Emergency	Beltis, R.	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	630.00	1,500.00	3,585.01	3,780.00	0.00	76,037.48	76,037.48	
5110-222	Lieutenant	Emergency	Smith	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	470.00	1,500.00	3,711.95	2,970.00	2,400.00	77,594.42	77,594.42	
5110-222	Lieutenant	Emergency	McMahon	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	470.00	1,500.00	3,711.95	0.00	2,400.00	74,624.42	74,624.42	
5110-222	Lieutenant	Emergency	Loconte	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	390.00	1,500.00	3,711.95	1,620.00	2,400.00	76,164.42	76,164.42	
5110-222	Lieutenant	Emergency	Lynch, S.	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	310.00	1,500.00	3,711.95	0.00	2,400.00	74,464.42	74,464.42	
5110-222	Lieutenant	Emergency	Berry	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	310.00	1,500.00	3,711.95	4,590.00	2,400.00	79,054.42	79,054.42	
5110-222	Lieutenant	Emergency	McGraw	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	230.00	1,500.00	3,711.95	3,510.00	2,400.00	77,894.42	77,894.42	
5110-222	Lieutenant	Emergency	Walsh (Repl. Neilan)	25.02	N/A	1	MAX	2,549.52	26.1	66,542.47	310.00	1,500.00	3,711.95	1,485.00	2,400.00	75,949.42	75,949.42	
5110-222	Lieutenant	Emergency	Promotion (Repl. Radosta)	25.02	N/A	1	MIN	2,236.62	26.1	58,375.78	0.00	0.00	3,075.49	0.00	0.00	61,451.27	61,451.27	
5110-222	Lieutenant	Emergency	Vacant (Promotion Diff.)	25.02	N/A	1	MIN	180.05	26.1	4,699.30	0.00	0.00	0.00	0.00	0.00	4,699.30	4,699.30	
5110-222	Lieutenant	Emergency	Vacant (Promotion Diff.)	25.02	N/A	1	MIN	180.05	26.1	4,699.30	0.00	0.00	247.72	0.00	0.00	4,947.02	4,947.02	
5110-222	Lieutenant	Emergency	Vacant (Promotion Diff.)	25.02	N/A	1	MIN	180.05	26.1	4,699.30	0.00	0.00	247.72	0.00	0.00	4,947.02	4,947.02	
5110-222	Lieutenant	Emergency	Vacant (Promotion Diff.)	25.02	N/A	1	MIN	180.05	26.1	4,699.30	0.00	0.00	247.72	0.00	0.00	4,947.02	4,947.02	
Lieutenants Salaries						13				609,512.78	3,120.00	12,000.00	33,387.31	17,955.00	16,800.00	692,775.09	692,776.00	
<b>FIREFIGHTER-MECHANIC</b>																		
5110-224	Firefighter	Emergency	McElhinney	25.02	N/A	0	MAX	2,056.57	26.1	53,676.48	310.00	1,500.00	3,034.13	2,430.00	2,400.00	63,350.61	63,350.61	
	Mechanic	Management						492.95	26.1	12,866.00	0.00	0.00	0.00	0.00	0.00	12,866.00	0.00	
Firefighter-Mechanic Salary						0				66,542.47	310.00	1,500.00	3,034.13	2,430.00	2,400.00	76,216.60	63,351.00	
<b>FIREFIGHTERS</b>																		
5110-223	Firefighter	Emergency	Blaney, S.	10.02	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5110-223	Firefighter	Emergency	Lessard	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	550.00	1,500.00	3,034.13	2,430.00	2,400.00	63,590.61	63,590.61	
5110-223	Firefighter	Emergency	Bradbury, J.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	550.00	1,500.00	3,034.13	0.00	2,400.00	61,160.61	61,160.61	
5110-223	Firefighter	Emergency	Bowler	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61	61,080.61	
5110-223	Firefighter	Emergency	Bradbury, K.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61	61,080.61	
5110-223	Firefighter	Emergency	DeFelice, Sr.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61	61,080.61	
5110-223	Firefighter	Emergency	Howard	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	3,000.00	2,907.19	0.00	0.00	60,053.67	60,053.67	
5110-223	Firefighter	Emergency	Boncek	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	0.00	0.00	58,553.67	58,553.67	
5110-223	Firefighter	Emergency	Savi	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61	61,080.61	
5110-223	Firefighter	Emergency	Spillane, R.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	0.00	0.00	58,553.67	58,553.67	
5110-223	Firefighter	Emergency	Loewen	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61	61,080.61	
5110-223	Firefighter	Emergency	Pike	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	0.00	0.00	58,553.67	58,553.67	
5110-223	Firefighter	Emergency	Burke	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	2,700.00	0.00	61,253.67	61,253.67	
5110-223	Firefighter	Emergency	Rafferty	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	0.00	0.00	58,553.67	58,553.67	
5110-223	Firefighter	Emergency	Chin	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	2,907.19	0.00	0.00	58,553.67	58,553.67	
5110-223	Firefighter	Emergency	Krug	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61	61,080.61	
5110-223	Firefighter	Emergency	McLeish	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	470.00	1,500.00	3,034.13	0.00	2,400.00	61,080.61	61,080.61	
5110-223	Firefighter	Emergency	Sailsman	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	390.00	1,500.00	2,907.19	0.00	0.00	58,473.67	58,473.67	
5110-223	Firefighter	Emergency	Grealy	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	390.00	1,500.00	3,034.13	0.00	2,400.00	61,000.61	61,000.61	
5110-223	Firefighter	Emergency	Clark	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	390.00	1,500.00	2,907.19	0.00	0.00	58,473.67	58,473.67	
5110-223	Firefighter	Emergency	McManus	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	310.00	5,000.00	2,907.19	0.00	0.00	61,893.67	61,893.67	
5110-223	Firefighter	Emergency	DeVincent	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	310.00	1,500.00	3,034.13	0.00	2,400.00	60,920.61	60,920.61	
5110-223	Firefighter	Emergency	Finneran	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	310.00	1,500.00	3,034.13	3,510.00	2,400.00	64,430.61	64,430.61	
5110-223	Firefighter	Emergency	Walsh	10.02	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5110-223	Firefighter	Emergency	Doherty	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	60,840.61	
5110-223	Firefighter	Emergency	Georgilas	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	60,840.61	
5110-223	Firefighter	Emergency	MacDougall	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	60,840.61	
5110-223	Firefighter	Emergency	Sayers	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	60,840.61	
5110-223	Firefighter	Emergency	Davis	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	60,840.61	
5110-223	Firefighter	Emergency	Murray	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	3,015.00	2,400.00	63,855.61	63,855.61	
5110-223	Firefighter	Emergency	Haire	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	60,840.61	

**DEPT 220: FIRE  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FY 2014 REQUESTED											FY14 RECOM-MEND	
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	EPI-PEN / DEFIB	HOLIDAY	CRED. PAY	EMT BONUS	WAGES TOTAL		
5110-223	Firefighter	Emergency	Swyers	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	3,510.00	2,400.00	64,350.61	64,350.61	
5110-223	Firefighter	Emergency	Morrison	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	0.00	2,400.00	60,840.61	60,840.61	
5110-223	Firefighter	Emergency	DeFelice, Jr.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	3,034.13	540.00	2,400.00	61,380.61	61,380.61	
5110-223	Firefighter	Emergency	Staunton	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	3,034.13	3,510.00	2,400.00	64,270.61	64,270.61	
5110-223	Firefighter	Emergency	Paige	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	3,034.13	3,150.00	2,400.00	63,910.61	63,910.61	
5110-223	Firefighter	Emergency	Whoriskey	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	3,034.13	6,525.00	2,400.00	67,285.61	67,285.61	
5110-223	Firefighter	Emergency	Huff	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	3,034.13	0.00	2,400.00	60,760.61	60,760.61	
5110-223	Firefighter	Emergency	Dugan	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	2,758.20	0.00	2,400.00	60,484.68	60,484.68	
5110-223	Firefighter	Emergency	Dever	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	551.64	2,835.00	2,400.00	61,113.12	61,113.12	
5110-223	Firefighter	Emergency	Blaney, Ja.	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	230.00	1,500.00	2,423.97	0.00	2,400.00	60,230.45	60,230.45	
5110-223	Firefighter	Emergency	Foss	10.02	N/A	1	MAX	2,056.57	26.1	53,676.48	150.00	1,500.00	2,423.97	0.00	2,400.00	60,150.45	60,150.45	
5110-223	Firefighter	Emergency	Gleason, J.	10.02	8/16	1	4	1,919.35	3.0	5,758.05	0.00	1,500.00	517.34	0.00	2,400.00	10,175.39	10,175.39	
5110-223	Firefighter	Emergency	Blaney, Jo.	10.02	7/1	1	3	1,854.67	26.1	48,406.89	0.00	1,500.00	2,756.38	2,500.00	2,400.00	57,563.27	57,563.27	
5110-223	Firefighter	Emergency	Replace Walsh	10.02	7/1	1	1	1,731.44	26.1	45,190.58	0.00	1,500.00	2,586.98	2,500.00	2,400.00	54,177.56	54,177.56	
5110-223	Firefighter	Emergency	Replace Blaney, S.	10.02	7/1	1	1	1,731.44	26.1	45,190.58	0.00	1,500.00	2,586.98	2,500.00	2,400.00	54,177.56	54,177.56	
5110-223	Firefighter	Emergency	Replace Sheehan	10.02	7/1	1	1	1,731.44	26.1	45,190.58	0.00	1,500.00	2,586.98	0.00	2,400.00	51,677.56	51,677.56	
5110-223	Firefighter	Emergency	New Hire	10.02	7/1	1	1	1,731.44	26.1	45,190.58	0.00	1,500.00	2,586.98	0.00	2,400.00	51,677.56	51,677.56	
5110-223	Firefighter	Emergency	New Hire	10.02	7/1	1	1	1,731.44	26.1	45,190.58	0.00	1,500.00	2,586.98	0.00	2,400.00	51,677.56	0.00	
Firefighters Salaries						43				2,470,019.81	13,360.00	75,500.00	134,580.90	39,225.00	88,800.00	2,821,485.71	2,769,809.00	
SUPPORT STAFF																		
5110-229	Admin Assistant I	Management	Cummings	SS-3	N/A	1	7	1,884.75	26.1	49,191.98	310.00	0.00	0.00	0.00	0.00	49,501.98	49,501.98	
Support Staff Salaries						1				49,191.98	310.00	0.00	0.00	0.00	0.00	49,501.98	49,502.00	
STAFF POSITIONS																		
	Executive Officer	Management		N/A	N/A	0	N/A	191.57	26.1	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00	
	Training Officer	Management		N/A	N/A	0	N/A	38.31	26.1	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
	EMT Coordinator	Emergency		N/A	N/A	0	N/A	19.16	26.1	500.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00	
	E911 Coordinator	Emergency		N/A	N/A	0	N/A	19.16	26.1	500.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00	
	Equipment Officer	Management		N/A	N/A	0	N/A	19.16	26.1	500.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00	
	Fire Alarm Supt.	Emergency		N/A	N/A	0	N/A	161.54	26	4,200.00	0.00	0.00	0.00	0.00	0.00	4,200.00	4,200.00	
	Asst. Alarm Supt.	Emergency		N/A	N/A	0	N/A	57.69	26	1,500.00	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00	
Staff Positions						0				13,200.00	0.00	0.00	0.00	0.00	0.00	13,200.00	13,200.00	
SUBTOTAL: SALARIES & ALLOWANCES						62				3,658,601.76	19,060.00	95,000.00	189,220.10	66,765.00	117,600.00	4,145,776.86	4,081,236.00	
PERSONNEL PROGRAMS																		
		Emergency	Off-Duty Training Program			60	35.00	30.00	63,000							63,000.00	63,000.00	
		Management	Uniform Cleaning Allowance			61	375.00		22,875							22,875.00	22,875.00	
Personnel Programs									85,875							85,875.00	85,875.00	
STM TRANSFER																	0.00	0.00
ROUND TO BUDGET																	0.00	0.00
PERSONNEL SERVICES						62				3,658,601.76	19,060.00	95,000.00	189,220.10	66,765.00	117,600.00	4,231,651.86	4,167,111.00	

**NOTES:**  
Moved Fire Alarm Superintendent and Assistant Superintendent stipends from Overtime.

**DEPT 220: FIRE  
OVERTIME & SUBSTITUTES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5130-220	Overtime, General	\$433,700.22	\$505,703.14	\$514,338.89	\$534,367.00	\$191,712.00	\$211,312.00	Sum of FY14 request \$314,333; FY13 anticipated costs approximately \$700,000. Additional staffing will reduce anticipated overtime requirement to maintain minimum manning.
5130-221	Overtime, Injury					\$63,904.00	\$63,904.00	
5130-222	Overtime, Emergency Call-Back					\$9,809.00	\$9,809.00	
5130-223	Overtime, Mutual Aid					\$13,979.00	\$13,979.00	
5130-224	Overtime, Vehicle Maintenance					\$20,133.00	\$0.00	
5130-225	Overtime, Fire Prevention					\$10,607.00	\$10,607.00	
5130-226	Overtime, Holiday					\$4,189.00	\$4,189.00	
5130-227	Overtime, Training Coverage			\$17,584.95	\$17,587.00	\$7,218.00	\$7,218.00	Moved to Purchase of Services
5130-228	Overtime, Alarm Maintenance			\$30,538.57	\$30,546.00	\$34,168.00	\$34,168.00	
		<b>\$433,700.22</b>	<b>\$505,703.14</b>	<b>\$562,462.41</b>	<b>\$582,500.00</b>	<b>\$355,719.00</b>	<b>\$355,186.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5130-220	Overtime, General							
	Sick & Vacation / Pay Period	Emergency	26	26	\$7,345.27	\$191,711.45	\$191,711.45	
	Recommended Supplement	Emergency	0	19,600	\$1.00	\$0.00	\$19,600.00	
<b>Account Subtotal</b>						<b>\$191,711.45</b>	<b>\$211,311.45</b>	
	Overtime, Injury							
	Injury-Based Overtime / Pay Period	Emergency	26	26	\$2,448.42	\$63,903.82	\$63,903.82	
<b>Account Subtotal</b>						<b>\$63,903.82</b>	<b>\$63,903.82</b>	
	Overtime, Emergency Call-Back							
	4-Hour Average: 5 Firefighters	Emergency	10	10	\$788.00	\$7,880.00	\$7,880.00	10 events / year
	4-Hour Average: 1 Officer	Emergency	10	10	\$192.84	\$1,928.40	\$1,928.40	
<b>Account Subtotal</b>						<b>\$9,808.40</b>	<b>\$9,808.40</b>	
	Overtime, Mutual Aid							
	4-Hour Minimum: 3 Firefighters	Mutual Aid	18	18	\$472.80	\$8,510.40	\$8,510.40	~1.5 events / month
	4-Hour Minimum: 1 Officer	Mutual Aid	18	18	\$192.84	\$3,471.12	\$3,471.12	
	12-Hour Event: 3 Firefighters	Mutual Aid	1	1	\$1,418.40	\$1,418.40	\$1,418.40	Two events / decade
	12-Hour Event: 1 Officer	Mutual Aid	1	1	\$578.52	\$578.52	\$578.52	
<b>Account Subtotal</b>						<b>\$13,978.44</b>	<b>\$13,978.44</b>	
	Overtime, Training Coverage							
	Hazmat - Firefighters	Emergency	48	48	\$39.40	\$1,891.20	\$1,891.20	
	Hazmat - Lieutenants	Emergency	16	16	\$48.21	\$771.36	\$771.36	
	Hazmat - Deputies	Emergency	16	16	\$59.15	\$946.40	\$946.40	
	Rapid Intervention - Firefighters	Emergency	48	48	\$39.40	\$1,891.20	\$1,891.20	
	Rapid Intervention - Lieutenants	Emergency	16	16	\$48.21	\$771.36	\$771.36	
	Rapid Intervention - Deputies	Emergency	16	16	\$59.15	\$946.40	\$946.40	
<b>Account Subtotal</b>						<b>\$7,217.92</b>	<b>\$7,217.92</b>	
	Overtime, Alarm Maintenance							
	Routine Maintenance Program	Prevention	835	835	\$39.40	\$32,906.88	\$32,906.88	
	Dedham Square	Prevention	32	32	\$39.40	\$1,260.80	\$1,260.80	
<b>Account Subtotal</b>						<b>\$34,167.68</b>	<b>\$34,167.68</b>	
	Overtime, Vehicle Maintenance							
	Routine Maintenance Program	Management	418	0	\$48.21	\$20,132.50	\$0.00	Request based on 8 hrs / wk
<b>Account Subtotal</b>						<b>\$20,132.50</b>	<b>\$0.00</b>	
	Overtime, Fire Prevention							
	School Education Programs	Prevention	20	20	\$48.21	\$964.20	\$964.20	
	Building Inspections	Prevention	200	200	\$48.21	\$9,642.00	\$9,642.00	4-wk vacation, 1 wk inspection
<b>Account Subtotal</b>						<b>\$10,606.20</b>	<b>\$10,606.20</b>	
	Overtime, Holiday							
	24 Firefighters x 10 hours	Emergency	240	240	\$13.13	\$3,151.20	\$3,151.20	
	4 Lieutenants x 10 hours	Emergency	40	40	\$16.07	\$642.80	\$642.80	
	2 Deputies x 10 hours	Emergency	20	20	\$19.72	\$394.40	\$394.40	
<b>Account Subtotal</b>						<b>\$4,188.40</b>	<b>\$4,188.40</b>	

**DEPT 220: FIRE  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5230-230	Utilities, Water	\$625.33	\$1,479.53	\$1,430.72	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-240	Repairs & Maintenance, Vehicle	\$0.00	\$0.00	\$28,812.57	\$0.00	\$0.00	\$0.00	Moved to Vehicle Parts & Supplies
5240-251	Repairs & Maintenance, Heating	\$1,075.32	\$557.91	\$1,463.91	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
	Repairs & Maintenance, Air Conditioning	\$396.74	\$343.16	\$0.00	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-252	Repairs & Maintenance, Plumbing	\$1,603.00	\$1,668.00	\$779.00	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-259	Repairs & Maintenance, Miscellaneous	\$5,379.22	\$6,346.28	\$11,545.52	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5300-220	Pump & Ladder Testing	\$845.00	\$2,890.00	\$0.00	\$6,200.00	\$3,320.00	\$3,320.00	
5300-222	Alarm Repair	\$1,148.60	\$1,611.65	\$1,024.90	\$1,420.00	\$1,500.00	\$1,500.00	
5300-223	Medical Services	\$11,327.54	\$10,316.06	\$22,272.78	\$10,000.00	\$23,000.00	\$23,000.00	
5300-305	Training	\$4,920.39	\$5,409.21	\$5,048.47	\$4,000.00	\$33,100.00	\$20,700.00	
5300-320	Equipment Maintenance	\$0.00	\$3,979.80	\$320.00	\$4,200.00	\$4,200.00	\$4,200.00	
5340-350	Postage	\$10.21	\$0.00	\$11.36	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
		<b>\$27,331.35</b>	<b>\$34,601.60</b>	<b>\$72,709.23</b>	<b>\$25,820.00</b>	<b>\$65,120.00</b>	<b>\$52,720.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-220	Pump & Ladder Testing							
	Test ladders	Emergency	2	2	\$1,060.00	\$2,120.00	\$2,120.00	
	Test pumps	Emergency	4	4	\$300.00	\$1,200.00	\$1,200.00	
						<b>\$3,320.00</b>	<b>\$3,320.00</b>	
5300-222	Alarm Repair							
	Alarm repair services	Prevention	10	10	\$150.00	\$1,500.00	\$1,500.00	
						<b>\$1,500.00</b>	<b>\$1,500.00</b>	
5300-223	Medical Services							
	Medical bills for injured on duty	Emergency	40	40	\$150.00	\$6,000.00	\$6,000.00	
	Individual medical exams	Emergency	2	2	\$1,500.00	\$3,000.00	\$3,000.00	
	Medical Oxygen	Emergency	12	12	\$40.00	\$480.00	\$480.00	
	Ambulance for injured on duty	Emergency	2	2	\$2,760.00	\$5,520.00	\$5,520.00	
	Pre-employment exam, psychological	Management	8	8	\$400.00	\$3,200.00	\$3,200.00	
	Pre-employment exam, physical	Management	8	8	\$600.00	\$4,800.00	\$4,800.00	
						<b>\$23,000.00</b>	<b>\$23,000.00</b>	
5300-305	Training							
	HazMat Operations	Emergency	1	1	\$5,000.00	\$5,000.00	\$5,000.00	Moved from Overtime, Training
	Rapid Intervention Team (RIT), Full program	Emergency	1	1	\$5,000.00	\$5,000.00	\$5,000.00	Moved from Overtime, Training
	Emergency Vehicle Operator, Partial	Emergency	1	1	\$0.00	\$0.00	\$0.00	Moved from Overtime, Training
	Save Ourselves (SOS), Partial	Emergency	1	1	\$0.00	\$0.00	\$0.00	Moved from Overtime, Training
	Monthly EMT / First Responder training	Emergency	10	10	\$350.00	\$3,500.00	\$3,500.00	Moved from Overtime, Training
	EMT Certification for new hires	Emergency	6	5	\$1,200.00	\$7,200.00	\$6,000.00	
	EMT Certification for new firefighters	Emergency	2	1	\$1,200.00	\$2,400.00	\$1,200.00	
	Web-based skills training subscription	Emergency	1	0	\$10,000.00	\$10,000.00	\$0.00	
						<b>\$33,100.00</b>	<b>\$20,700.00</b>	
5300-320	Equipment Maintenance							
	Jaws of Life	Emergency	1	1	\$1,200.00	\$1,200.00	\$1,200.00	
	Self-Contained Breathing Apparatus	Emergency	10	10	\$100.00	\$1,000.00	\$1,000.00	
	Thermal Imaging Cameras & Meters	Emergency	2	2	\$800.00	\$1,600.00	\$1,600.00	
	Fire Nozzles & Valves	Emergency	4	4	\$100.00	\$400.00	\$400.00	
						<b>\$4,200.00</b>	<b>\$4,200.00</b>	

**DEPT 220: FIRE  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$742.85	\$705.73	\$798.26	\$850.00	\$0.00	\$0.00	Moved to Central Purchasing
5420-429	Office Supplies, Specialized	\$0.00	\$103.78	\$106.60	\$178.00	\$0.00	\$0.00	Moved to Central Purchasing
5430-430	Tools & Small Equipment	\$6,109.24	\$3,875.74	\$4,188.40	\$4,500.00	\$4,500.00	\$4,500.00	
5430-440	Maintenance Supplies	\$2,638.18	\$3,402.26	\$945.46	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5450-450	Building & Custodial Supplies	\$4,092.52	\$3,574.79	\$3,601.72	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5460-460	Groundskeeping Supplies	\$758.90	\$376.94	\$340.36	\$400.00	\$400.00	\$0.00	
5480-480	Vehicle Fuels & Oil	\$26,333.90	\$29,237.59	\$28,922.26	\$30,397.00	\$31,085.00	\$31,085.00	
5480-485	Vehicle Parts & Supplies	\$30,332.84	\$31,745.48	\$31,890.78	\$29,750.00	\$46,850.00	\$0.00	Moved to Public Works
5500-500	Medical Supplies	\$4,119.56	\$5,272.30	\$4,690.57	\$3,400.00	\$4,500.00	\$4,500.00	
5510-220	Educational Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$950.00	Moved from Prof/Tech, Training
5580-220	Uniforms	\$33,195.91	\$32,044.98	\$29,585.42	\$31,475.00	\$40,350.00	\$39,850.00	
5580-221	Apparatus Equipment	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,400.00	\$2,400.00	
5580-222	Protective Clothing	\$10,981.96	\$4,000.00	\$354.00	\$4,000.00	\$24,000.00	\$12,000.00	
5580-223	Alarm Supplies	\$2,177.62	\$5,235.74	\$4,024.93	\$2,500.00	\$5,950.00	\$5,950.00	
5580-224	Radio / Walkie Talkie	\$1,863.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5580-590	Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00	
		<b>\$125,846.48</b>	<b>\$119,573.33</b>	<b>\$109,448.76</b>	<b>\$107,450.00</b>	<b>\$164,035.00</b>	<b>\$101,235.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
5430-430	Tools & Small Equipment							
Engine 1	Emergency	700	700	\$1.00	\$700.00	\$700.00		
Engine 2	Emergency	700	700	\$1.00	\$700.00	\$700.00		
Engine 3	Emergency	700	700	\$1.00	\$700.00	\$700.00		
Engine 4	Emergency	700	700	\$1.00	\$700.00	\$700.00		
Ladder 1	Emergency	750	750	\$1.00	\$750.00	\$750.00		
Ladder 2	Emergency	750	750	\$1.00	\$750.00	\$750.00		
Boat	Emergency	100	100	\$1.00	\$100.00	\$100.00		
Squad Cars	Management	100	100	\$1.00	\$100.00	\$100.00		
					<b>Account Subtotal</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>	
5460-460	Groundskeeping Supplies							
Main Station Equipment	Management	20	0	\$10.00	\$200.00	\$0.00		
East Dedham Station Equipment	Management	20	0	\$10.00	\$200.00	\$0.00		
					<b>Account Subtotal</b>	<b>\$400.00</b>	<b>\$0.00</b>	
5480-480	Vehicle Fuels & Oil							
Fuel, Diesel (Engines & Ladders)	Emergency	7,500	7,500	\$4.00	\$30,000.00	\$30,000.00		
Fuel, Unleaded (Boat)	Emergency	10	10	\$3.50	\$35.00	\$35.00		
Fuel, Unleaded (3 Squad Cars)	Management	300	300	\$3.50	\$1,050.00	\$1,050.00		
					<b>Account Subtotal</b>	<b>\$31,085.00</b>	<b>\$31,085.00</b>	
5480-485	Vehicle Parts & Supplies							
Tires (Replacement for 2 Engines)	Emergency	2	0	\$5,000.00	\$10,000.00	\$0.00	Moved to Public Works	
Preventive Maintenance Supplies (6 apparatus)	Emergency	6	0	\$2,500.00	\$15,000.00	\$0.00	Moved to Public Works	
Preventive Maintenance Supplies (5 vehicles)	Emergency	5	0	\$1,250.00	\$6,250.00	\$0.00	Moved to Public Works	
Unanticipated Repair Service	Emergency	5	0	\$2,000.00	\$10,000.00	\$0.00	Moved to Public Works	
Fluids (Coolant), 55-gallon drum	Emergency	1	0	\$825.00	\$825.00	\$0.00	Moved to Public Works	
Fluids (Differential), 55-gallon drum	Emergency	1	0	\$675.00	\$675.00	\$0.00	Moved to Public Works	
Fluids (Engine Oil), 55-gallon drum	Emergency	3	0	\$650.00	\$1,950.00	\$0.00	Moved to Public Works	
Fluids (Transmission), 55-gallon drum	Emergency	1	0	\$2,150.00	\$2,150.00	\$0.00	Moved to Public Works	
					<b>Account Subtotal</b>	<b>\$46,850.00</b>	<b>\$0.00</b>	
5500-500	Medical Supplies							
First aid supplies	Emergency	10	10	\$200.00	\$2,000.00	\$2,000.00		
Rubber gloves, pkg 100	Emergency	50	50	\$50.00	\$2,500.00	\$2,500.00		
					<b>Account Subtotal</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>	
5510-220	Educational Supplies							
Approved course mats, Fire Science	Emergency	20	19	\$50.00	\$1,000.00	\$950.00		
					<b>Account Subtotal</b>	<b>\$1,000.00</b>	<b>\$950.00</b>	
5580-220	Uniforms							
Allowance - Firefighters	Management	43	43	\$500.00	\$21,500.00	\$21,500.00		
Allowance - Officers	Management	18	18	\$575.00	\$10,350.00	\$10,350.00		
Promotion Upgrade - Lieutenants	Management	6	6	\$100.00	\$600.00	\$600.00		
Promotion Upgrade - Deputies	Management	2	2	\$200.00	\$400.00	\$400.00		
Dress Uniform - New Hires (Firefighters)	Management	8	7	\$500.00	\$4,000.00	\$3,500.00	Anticipate 2 new hires due attrition	
Dress Uniform - Promotions (Officers)	Management	7	7	\$500.00	\$3,500.00	\$3,500.00		
					<b>Account Subtotal</b>	<b>\$40,350.00</b>	<b>\$39,850.00</b>	
5580-221	Apparatus Equipment							
Extinguisher Refills	Emergency	16	16	\$100.00	\$1,600.00	\$1,600.00		
Extinguisher Inspections	Emergency	8	8	\$100.00	\$800.00	\$800.00		
					<b>Account Subtotal</b>	<b>\$2,400.00</b>	<b>\$2,400.00</b>	
5580-222	Protective Clothing							
Biannual Cleaning (30 sets)	Emergency	60	60	\$200.00	\$12,000.00	\$12,000.00	5-year replacement experience	
Biannual Cleaning (additional 30 sets)	Emergency	60	0	\$200.00	\$12,000.00	\$0.00	10-year replacement program	
					<b>Account Subtotal</b>	<b>\$24,000.00</b>	<b>\$12,000.00</b>	
5580-223	Alarm Supplies							
Electrical Supplies & Repair (25 alarms/yr)	Prevention	25	25	\$100.00	\$2,500.00	\$2,500.00		
Electrical Wire Spool (69c/ft, 5000ft)	Prevention	1	1	\$3,450.00	\$3,450.00	\$3,450.00		
					<b>Account Subtotal</b>	<b>\$5,950.00</b>	<b>\$5,950.00</b>	
5580-590	Furnishings							
Main Station Furniture	Management	15	0	\$100.00	\$1,500.00	\$0.00		
East Dedham Station Furniture	Management	15	0	\$100.00	\$1,500.00	\$0.00		
					<b>Account Subtotal</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	

**DEPT 220: FIRE  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$966.29	\$1,058.53	\$889.23	\$400.00	\$860.00	\$860.00	
5580-580	Publications & Subscriptions	\$99.00	\$177.90	\$0.00	\$100.00	\$1,500.00	\$1,500.00	
5580-584	Periodicals	\$1,356.10	\$1,231.60	\$351.95	\$400.00	\$0.00	\$0.00	
5730-730	Dues & Memberships	\$693.00	\$1,009.17	\$1,200.38	\$800.00	\$1,200.00	\$1,200.00	
5780-796	Metro Fee	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	
5780-797	County Hazmat Fee	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
		<b>\$6,614.39</b>	<b>\$6,977.20</b>	<b>\$5,941.56</b>	<b>\$5,200.00</b>	<b>\$7,060.00</b>	<b>\$7,060.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
ACCT NUMBER	Item							
5300-330	Meeting & Conference Fees							
	National Fire Prevention Assn.	Management	4	4	\$35.00	\$140.00	\$140.00	
	International Assn. Fire Chiefs	Management	4	4	\$35.00	\$140.00	\$140.00	
	Norfolk County Fire Chiefs Assn.	Management	4	4	\$35.00	\$140.00	\$140.00	
	Fire Chiefs Assn. Mass.	Management	4	4	\$35.00	\$140.00	\$140.00	
	Fire Prevention	Management	12	12	\$25.00	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$860.00</b>	<b>\$860.00</b>	
5580-580	Publications & Subscriptions							
	NFPA Codes & Standards	Management	30	30	\$50.00	\$1,500.00	\$1,500.00	
					<b>Account Subtotal</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	
5580-584	Periodicals							
	Subscriptions	Management	20	20	\$0.00	\$0.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	
5730-730	Dues & Memberships							
	National Fire Prevention Assn.	Management	1	1	\$300.00	\$300.00	\$300.00	
	International Assn. Fire Chiefs	Management	1	1	\$300.00	\$300.00	\$300.00	
	Norfolk County Fire Chiefs Assn.	Management	1	1	\$300.00	\$300.00	\$300.00	
	Fire Chiefs Assn. Mass.	Management	1	1	\$300.00	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$1,200.00</b>	<b>\$1,200.00</b>	
5780-796	Metro Fee							
	Mutual Aid Agreement	Mutual Aid	1	1	\$2,500.00	\$2,500.00	\$2,500.00	
					<b>Account Subtotal</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	
5780-797	County Hazmat Fee							
	Regional Resources	Emergency	1	1	\$1,000.00	\$1,000.00	\$1,000.00	
					<b>Account Subtotal</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	

## DEPT 235: CENTRAL DISPATCH BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: Kenneth Ellis, Jr.  
 Phone Number: 781-751-9300  
 Budget Submitted By: Kenneth Ellis, Jr.  
 Position: Dispatch Supervisor

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$441,096.65	\$451,384.80	\$461,591.44	\$462,500.00	\$463,934.00	\$463,935.00	
Overtime & Substitutes	\$62,270.10	\$68,143.54	\$69,000.00	\$69,000.00	\$68,537.00	\$68,537.00	
Purchase of Services	\$6,935.00	\$6,125.00	\$5,750.00	\$6,125.00	\$22,600.00	\$22,600.00	
Supplies	\$4,992.90	\$5,011.24	\$4,818.90	\$5,150.00	\$4,500.00	\$4,500.00	
Other Charges & Expenses	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$75.00	
	<b>\$515,369.65</b>	<b>\$530,664.58</b>	<b>\$541,235.34</b>	<b>\$542,775.00</b>	<b>\$559,646.00</b>	<b>\$559,647.00</b>	

# DEPT 235: CENTRAL DISPATCH SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Dispatch	Dispatchers	\$463,934	\$463,935
	Dispatch	Dispatch coverage	\$68,537	\$68,537
	Dispatch	Uniforms	\$4,500	\$4,500
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Dispatch	Maintain Dispatch Equipment	\$7,154	\$7,154
	Dispatch	Professional Association	\$75	\$75
	Dispatch	Maintain Police & Fire Equipment	\$15,446	\$15,446
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	<b>TOTAL</b>		<b>\$559,646</b>	<b>\$559,647</b>

**DEPT 235: CENTRAL DISPATCH  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET											FY 2014 REQUESTED											FY14 RECOM-MEND
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	NIGHT RATE	DEFIB	HOLIDAY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	NIGHT RATE	DEFIB	HOLIDAY	WAGES TOTAL			
<b>DISPATCH SUPERVISOR</b>																												
5110-235	Dispatch Supervisor	Dispatch 8-4	Ellis	PS-3	N/A	1	7	2,138.40	26.1	55,812.24	400.00	0.00	250.00	2,352.24	58,814.48	1	7	2,138.40	26.1	55,812.24	400.00	0.00	250.00	2,352.24	58,814.48	58,814.48		
	Dispatch Supervisor Salary					1				55,812.24	400.00	0.00	250.00	2,352.24	58,814.48	1				55,812.24	400.00	0.00	250.00	2,352.24	58,814.48	58,815.00		
<b>CIVILIAN DISPATCHERS</b>																												
5110-236	Civilian Dispatcher	Dispatch 8-4	Durkin	PS-2	N/A	1	7	1,784.80	26.1	46,583.28	275.00	0.00	250.00	1,963.28	49,071.56	1	7	1,784.80	26.1	46,583.28	275.00	0.00	250.00	1,963.28	49,071.56	49,071.56		
5110-236	Civilian Dispatcher	Dispatch 8-4	Reilly	PS-2	N/A	1	7	1,784.80	26.1	46,583.28	400.00	0.00	250.00	1,963.28	49,196.56	1	7	1,784.80	26.1	46,583.28	400.00	0.00	250.00	1,963.28	49,196.56	49,196.56		
5110-236	Civilian Dispatcher	Dispatch 4-12	Gagliard	PS-2	N/A	1	7	1,784.80	26.1	46,583.28	400.00	2,296.80	250.00	1,963.28	51,493.36	1	7	1,784.80	26.1	46,583.28	400.00	2,296.80	250.00	1,963.28	51,493.36	51,493.36		
5110-236	Civilian Dispatcher	Dispatch 12-8	O'Neil	PS-2	N/A	1	7	1,784.80	26.1	46,583.28	275.00	2,610.00	250.00	1,963.28	51,681.56	1	7	1,784.80	26.1	46,583.28	275.00	2,610.00	250.00	1,963.28	51,681.56	51,681.56		
5110-236	Civilian Dispatcher	Dispatch 12-8	McCarthy	PS-2	N/A	1	7	1,784.80	26.1	46,583.28	275.00	2,610.00	250.00	1,963.28	51,681.56	1	7	1,784.80	26.1	46,583.28	275.00	2,610.00	250.00	1,963.28	51,681.56	51,681.56		
5110-236	Civilian Dispatcher	Dispatch 4-12	Bettucchi	PS-2	N/A	1	7	1,784.80	26.1	46,583.28	175.00	2,296.80	250.00	1,963.28	51,268.36	1	7	1,784.80	26.1	46,583.28	175.00	2,296.80	250.00	1,963.28	51,268.36	51,268.36		
5110-236	Civilian Dispatcher	Dispatch 12-8	Sulinski	PS-2	N/A	1	7	1,784.80	26.1	46,583.28	275.00	2,610.00	250.00	1,963.28	51,681.56	1	7	1,784.80	26.1	46,583.28	400.00	2,610.00	250.00	1,963.28	51,806.56	51,806.56		
5110-236	Civilian Dispatcher	Dispatch 4-12	Curran	PS-2	7/1	1	2	1,502.40	26.1	39,212.64	0.00	2,296.80	250.00	1,652.64	43,412.08	1	3	1,556.00	26.1	40,611.60	0.00	2,296.80	250.00	1,711.60	44,870.00	44,870.00		
	Civilian Dispatchers Salaries					8				365,295.60	2,075.00	14,720.40	2,000.00	15,395.60	399,486.60	8				366,694.56	2,200.00	14,720.40	2,000.00	15,454.56	401,069.52	401,070.00		
	CLEANING ALLOWANCE					9				450.00					4,050.00	9				450.00					4,050.00	4,050.00		
	ROUND TO BUDGET														148.92										0.00			
	<b>PERSONNEL SERVICES</b>					<b>9</b>				<b>421,107.84</b>	<b>2,475.00</b>	<b>14,720.40</b>	<b>2,250.00</b>	<b>17,747.84</b>	<b>462,500.00</b>	<b>9</b>				<b>422,506.80</b>	<b>2,600.00</b>	<b>14,720.40</b>	<b>2,250.00</b>	<b>17,806.80</b>	<b>463,934.00</b>	<b>463,935.00</b>		

NOTES:

**DEPT 235: CENTRAL DISPATCH  
OVERTIME & SUBSTITUTES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5120-235	Substitutes	\$62,270.10	\$68,143.54	\$9,000.00	\$9,000.00	\$7,229.00	\$7,229.00	
5130-235	Overtime, General			\$60,000.00	\$60,000.00	\$61,308.00	\$61,308.00	
		<b>\$62,270.10</b>	<b>\$68,143.54</b>	<b>\$69,000.00</b>	<b>\$69,000.00</b>	<b>\$68,537.00</b>	<b>\$68,537.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Item							
5120-235	Substitutes							
	Sick coverage	Dispatch	216	216	\$33.47	\$7,228.44	\$7,228.44	
<b>Account Subtotal</b>						<b>\$7,228.44</b>	<b>\$7,228.44</b>	
5130-235	Overtime, General							
	Vacation coverage	Dispatch	1,616	1,616	\$33.47	\$54,079.44	\$54,079.44	
	Personal coverage	Dispatch	216	216	\$33.47	\$7,228.44	\$7,228.44	
<b>Account Subtotal</b>						<b>\$61,307.88</b>	<b>\$61,307.88</b>	

**DEPT 235: CENTRAL DISPATCH  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-320	Equipment Maintenance	\$435.00	\$600.00	\$225.00	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
	Radio Equipment Maintenance	\$6,500.00	\$5,525.00	\$5,525.00	\$6,125.00	\$22,600.00	\$22,600.00	Combined Dispatch, Police & Fire Equipment
		<b>\$6,935.00</b>	<b>\$6,125.00</b>	<b>\$5,750.00</b>	<b>\$6,125.00</b>	<b>\$22,600.00</b>	<b>\$22,600.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-320	Equipment Maintenance							
	Dispatch monthly service	Dispatch	12	12	\$596.15	\$7,154.00	\$7,154.00	
	Police monthly service	Dispatch	12	12	\$503.00	\$6,036.00	\$6,036.00	
	Fire monthly service	Dispatch	12	12	\$784.10	\$9,410.00	\$9,410.00	
					<b>Account Subtotal</b>	<b>\$22,600.00</b>	<b>\$22,600.00</b>	

**DEPT 235: CENTRAL DISPATCH  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$717.71	\$647.09	\$643.94	\$650.00	\$0.00	\$0.00	Moved to Central Purchasing
5580-581	Uniforms	\$4,275.19	\$4,364.15	\$4,174.96	\$4,500.00	\$4,500.00	\$4,500.00	
		<b>\$4,992.90</b>	<b>\$5,011.24</b>	<b>\$4,818.90</b>	<b>\$5,150.00</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5580-581	Uniforms							
	Uniform Reimbursement	Dispatch	10	10	\$450.00	\$4,500.00	\$4,500.00	
					<b>Account Subtotal</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>	

**DEPT 235: CENTRAL DISPATCH  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5730-730	Dues & Memberships	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$75.00	
		<b>\$75.00</b>	<b>\$0.00</b>	<b>\$75.00</b>	<b>\$0.00</b>	<b>\$75.00</b>	<b>\$75.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5730-730	Dues & Memberships							
	MA Communication Supervisors Assn.	Dispatch	1	1	\$75.00	\$75.00	\$75.00	
	<b>Account Subtotal</b>					<b>\$75.00</b>	<b>\$75.00</b>	

## DEPT 240: BUILDING BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: Ken Cimeno  
 Phone Number: 781-751-9180  
 Budget Submitted By: Ken Cimeno  
 Position: Building Commissioner

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$341,148.53	\$349,925.89	\$363,212.56	\$369,500.00	\$373,604.90	\$373,608.00	
Overtime & Substitutes	\$3,175.00	\$2,775.00	\$3,020.00	\$3,100.00	\$3,100.00	\$3,100.00	
Supplies	\$1,220.48	\$1,541.04	\$977.15	\$1,000.00	\$1,600.00	\$1,600.00	
Other Charges & Expenses	\$23,847.00	\$24,087.95	\$23,745.00	\$24,425.00	\$24,410.00	\$24,410.00	
	<b>\$369,391.01</b>	<b>\$378,329.88</b>	<b>\$390,954.71</b>	<b>\$398,025.00</b>	<b>\$402,714.90</b>	<b>\$402,718.00</b>	

# DEPT 240: BUILDING SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
1	Building Inspections	Building Commissioner	\$84,732	\$84,732
	Building Inspections	Asst Inspector, Code Enforcement Officer	\$119,825	\$119,826
	Electrical Inspections	Electrical Inspector	\$60,152	\$60,153
	Plumbing Inspections	Plumbing Inspector	\$56,888	\$56,889
2	Electrical Inspections	Substitutes	\$1,860	\$1,860
	Plumbing Inspections	Substitutes	\$1,240	\$1,240
3	Building Inspections	Professional Development	\$965	\$965
	Electrical Inspections	Professional Development	\$210	\$210
	Plumbing Inspections	Professional Development	\$410	\$410
4	Building Inspections	Code Book	\$0	\$0
	Electrical Inspections	Code Book	\$175	\$175
	Plumbing Inspections	Code Book	\$150	\$150
5	Building Inspections	Protective Shoes & Clothing	\$500	\$500
	Electrical Inspections	Protective Shoes & Clothing	\$250	\$250
	Plumbing Inspections	Protective Shoes & Clothing	\$250	\$250
6	Building Inspections	Car Allowance	\$9,000	\$9,000
	Electrical Inspections	Car Allowance	\$4,500	\$4,500
	Plumbing Inspections	Car Allowance	\$4,500	\$4,500
7	Customer Service	Senior Clerk	\$52,008	\$52,008
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
8	Building Inspections	Protective Shoes & Clothing	\$250	\$250
9	Building Inspections	Car Allowance	\$4,500	\$4,500
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
10	Building Inspections	Winter shirts	\$210	\$210
	Electrical Inspections	Winter shirts	\$70	\$70
	Plumbing Inspections	Winter shirts	\$70	\$70
	<b>TOTAL</b>		<b>\$402,715</b>	<b>\$402,718</b>

**DEPT 240: BUILDING  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND	
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL		
<b>MANAGEMENT</b>																					
5110-240	Building Commissioner	Building	Cimeno	M-5	N/A	1	7	3,228.42	26.1	84,261.76	470.00	84,731.76	1	7	3,228.42	26.1	84,261.76	470.00	84,731.76	84,732.00	
Management Salaries						1				84,261.76	470.00	84,731.76	1				84,261.76	470.00	84,731.76	84,732.00	
<b>TECHNICAL STAFF</b>																					
5110-241	Assistant Building Inspector	Building	Johnson	TS-3	N/A	1	7	2,289.75	26.1	59,762.48	150.00	59,912.48	1	7	2,289.75	26.1	59,762.48	150.00	59,912.48	59,913.00	
5110-247	Code Enforcement Officer	Building	Sullivan	TS-3	7/1	1	6	2,211.00	26.1	57,707.10	150.00	57,857.10	1	7	2,289.75	26.1	59,762.48	150.00	59,912.48	59,913.00	
5110-242	Plumbing Inspector	Plumbing	Provost	TS-3	1/1	1	5	2,136.75	13.05	27,884.59	0.00	27,884.59	1	6	2,211.00	13.05	28,853.55	150.00	29,003.55	29,004.00	
							4	2,064.75	13.05	26,944.99	0.00	26,944.99		5	2,136.75	13.05	27,884.59	0.00	27,884.59	27,885.00	
5110-245	Electrical Inspector	Electrical	Riordan	TS-3	N/A	1	7	2,289.75	26.1	59,762.48	390.00	60,152.48	1	7	2,289.75	26.1	59,762.48	390.00	60,152.48	60,153.00	
5110-249	Senior Clerk	Administration	Dugan	TS-1	N/A	1	7	1,980.75	26.1	51,697.58	310.00	52,007.58	1	7	1,980.75	26.1	51,697.58	310.00	52,007.58	52,008.00	
Technical Staff Salaries						5				283,759.20	1,000.00	284,759.20	5				287,723.14	1,150.00	288,873.14	288,876.00	
ROUND TO BUDGET												9.04								0.00	
<b>PERSONNEL SERVICES</b>						<b>6</b>				<b>368,020.96</b>	<b>1,470.00</b>	<b>369,500.00</b>	<b>6</b>				<b>371,984.90</b>	<b>1,620.00</b>	<b>373,604.90</b>	<b>373,608.00</b>	

**NOTES:**

**DEPT 240: BUILDING  
OVERTIME & SUBSTITUTES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5120-240	Substitutes	\$3,175.00	\$2,775.00	\$3,020.00	\$3,100.00	\$3,100.00	\$3,100.00	
		<b>\$3,175.00</b>	<b>\$2,775.00</b>	<b>\$3,020.00</b>	<b>\$3,100.00</b>	<b>\$3,100.00</b>	<b>\$3,100.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA		
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
5120-240	Substitutes								
	Electrical Inspections	Electrical	74	74	\$25.00	\$1,860.00	\$1,860.00		
	Plumbing Inspections	Plumbing	50	50	\$25.00	\$1,240.00	\$1,240.00		
			<b>Account Subtotal</b>				<b>\$3,100.00</b>	<b>\$3,100.00</b>	

**DEPT 240: BUILDING  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$627.50	\$458.00	\$495.63	\$0.00	\$0.00	\$0.00	
5580-581	Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	\$350.00	
5580-582	Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	
5580-583	Protective Shoes	\$592.98	\$1,083.04	\$481.52	\$1,000.00	\$750.00	\$750.00	
		<b>\$1,220.48</b>	<b>\$1,541.04</b>	<b>\$977.15</b>	<b>\$1,000.00</b>	<b>\$1,600.00</b>	<b>\$1,600.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5580-581	Uniforms							
	Winter shirts, Commissioner	Building	2	2	\$35.00	\$70.00	\$70.00	
	Winter shirts, Building Inspectors	Building	4	4	\$35.00	\$140.00	\$140.00	
	Winter shirts, Electrical Inspector	Electrical	2	2	\$35.00	\$70.00	\$70.00	
	Winter shirts, Plumbing Inspector	Plumbing	2	2	\$35.00	\$70.00	\$70.00	
					<b>Account Subtotal</b>	<b>\$350.00</b>	<b>\$350.00</b>	
5580-582	Protective Clothing							
	Jacket, Commissioner	Building	1	1	\$100.00	\$100.00	\$100.00	
	Jackets, Building Inspectors	Building	2	2	\$100.00	\$200.00	\$200.00	
	Jacket, Electrical Inspector	Electrical	1	1	\$100.00	\$100.00	\$100.00	
	Jacket, Plumbing Inspector	Plumbing	1	1	\$100.00	\$100.00	\$100.00	
					<b>Account Subtotal</b>	<b>\$500.00</b>	<b>\$500.00</b>	
5580-583	Protective Shoes							
	Shoes, Commissioner	Building	1	1	\$150.00	\$150.00	\$150.00	
	Shoes, Building Inspectors	Building	2	2	\$150.00	\$300.00	\$300.00	
	Shoes, Electrical Inspector	Electrical	1	1	\$150.00	\$150.00	\$150.00	
	Shoes, Plumbing Inspector	Plumbing	1	1	\$150.00	\$150.00	\$150.00	
					<b>Account Subtotal</b>	<b>\$750.00</b>	<b>\$750.00</b>	

**DEPT 240: BUILDING  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-192	Car Allowance	\$0.00	\$0.00	\$0.00	\$22,500.00	\$22,500.00	\$22,500.00	
5300-330	Meeting & Conference Fees	\$1,292.00	\$1,044.00	\$980.00	\$1,420.00	\$1,160.00	\$1,160.00	
5580-580	Publications & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$325.00	\$325.00	
5710-710	Travel Expenses	\$22,500.00	\$22,500.00	\$22,500.00	\$0.00	\$0.00	\$0.00	
5730-730	Dues & Memberships	\$55.00	\$543.95	\$265.00	\$505.00	\$425.00	\$425.00	
		<b>\$23,847.00</b>	<b>\$24,087.95</b>	<b>\$23,745.00</b>	<b>\$24,425.00</b>	<b>\$24,410.00</b>	<b>\$24,410.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
ACCT NUMBER	Item							
5190-192	Car Allowance							
	Monthly Allowance, Commissioner	Building	12	12	\$375.00	\$4,500.00	\$4,500.00	
	Monthly Allowance, Building Inspectors	Building	24	24	\$375.00	\$9,000.00	\$9,000.00	
	Monthly Allowance, Electrical Inspector	Electrical	12	12	\$375.00	\$4,500.00	\$4,500.00	
	Monthly Allowance, Plumbing Inspector	Plumbing	12	12	\$375.00	\$4,500.00	\$4,500.00	
					<b>Account Subtotal</b>	<b>\$22,500.00</b>	<b>\$22,500.00</b>	
5300-330	Meeting & Conference Fees							
	SE Mass. Building Officers Assn.	Building	21	21	\$30.00	\$630.00	\$630.00	
	State Building Conferences	Building	0	0	\$0.00	\$0.00	\$0.00	
	Mass. Electrical Inspectors Assn.	Electrical	9	9	\$20.00	\$180.00	\$180.00	
	NE Plumbing, Gas & Mechanical Inspectors Assn.	Plumbing	2	2	\$100.00	\$200.00	\$200.00	
			6	6	\$25.00	\$150.00	\$150.00	
					<b>Account Subtotal</b>	<b>\$1,160.00</b>	<b>\$1,160.00</b>	
5580-580	Publications & Subscriptions							
	State Building Code Book	Building	0	0	\$150.00	\$0.00	\$0.00	
	Electrical Code Book	Electrical	1	1	\$175.00	\$175.00	\$175.00	
	Plumbing Code Book	Plumbing	1	1	\$150.00	\$150.00	\$150.00	
					<b>Account Subtotal</b>	<b>\$325.00</b>	<b>\$325.00</b>	
5730-730	Dues & Memberships							
	SE Mass. Building Officers Assn.	Building	3	3	\$70.00	\$210.00	\$210.00	
	Mass. Electrical Inspectors Assn.	Electrical	1	1	\$30.00	\$30.00	\$30.00	
	NE Plumbing, Gas & Mechanical Inspectors Assn.	Plumbing	2	2	\$30.00	\$60.00	\$60.00	
	International Code Council	Building	1	1	\$125.00	\$125.00	\$125.00	
					<b>Account Subtotal</b>	<b>\$425.00</b>	<b>\$425.00</b>	

# DEPT 244: SEALER OF WEIGHTS & MEASURES BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: William Keegan  
 Phone Number: 781-751-9100  
 Budget Submitted By: William Keegan  
 Position: Town Administrator

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$7,000.00	\$0.00	\$0.00	\$5,000.00	\$10,000.00	\$10,000.00	
Purchase of Services	\$0.00	\$12,315.00	\$14,000.00	\$0.00	\$0.00	\$0.00	
Supplies	\$0.00	\$460.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other Charges & Expenses	\$275.00	\$1,225.00	\$0.00	\$0.00	\$0.00	\$0.00	
	<b>\$7,275.00</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>	<b>\$5,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	

# DEPT 244: SEALER OF WEIGHTS & MEASURES

## SERVICE LEVEL BUDGET

### SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Weights & Measures	Sealer of Weights & Measures	\$10,000	\$10,000
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
		<b>TOTAL</b>	<b>\$10,000</b>	<b>\$10,000</b>

# DEPT 244: SEALER OF WEIGHTS & MEASURES

## PERSONNEL SERVICES

						FY 2013 BUDGET							FY 2014 REQUESTED							FY14
ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	RECOM-MEND
5120-244	Sealer	Sealer	N/A	N/A	N/A	0	N/A	191.57	26.1	5,000.00	0.00	5,000.00	0	N/A	383.14	26.1	10,000.00	0.00	10,000.00	10,000.00
						0				5,000.00	0.00	5,000.00	0				10,000.00	0.00	10,000.00	10,000.00
PERSONNEL SERVICES						<b>0</b>				<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0</b>				<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>

**NOTES:**

Bi-Weekly Rate based on Building Inspector's overtime rate, average of 12.5 hours per pay period.

**DEPT 244: SEALER OF WEIGHTS & MEASURES  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-300	Professional / Technical	\$0.00	\$12,315.00	\$14,000.00	\$0.00	\$0.00	\$0.00	
		<b>\$0.00</b>	<b>\$12,315.00</b>	<b>\$14,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**DEPT 244: SEALER OF WEIGHTS & MEASURES  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-429	Office Supplies, Specialized	\$0.00	\$460.00	\$0.00	\$0.00	\$0.00	\$0.00	
		<b>\$0.00</b>	<b>\$460.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**DEPT 244: SEALER OF WEIGHTS & MEASURES  
OTHER CHARGES & EXPENSES**

<b>ACCT NUMBER</b>	<b>ACCT NAME</b>	<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ACTUAL</b>	<b>FY13 BUDGET</b>	<b>FY14 REQUEST</b>	<b>FY14 TA RECOMMEND</b>	<b>NOTES</b>
5300-330	Meeting & Conference Fees	\$0.00	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	
5580-580	Publications & Subscriptions	\$75.00	\$65.00	\$0.00	\$0.00	\$0.00	\$0.00	
5710-710	Travel Expenses	\$200.00	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	
		<b>\$275.00</b>	<b>\$1,225.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

# DEPT 291: CIVIL PREPAREDNESS AGENCY BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: Anthony Zollo  
 Phone Number: 781-844-6149  
 Budget Submitted By: Anthony Zollo  
 Position: Director

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Purchase of Services	\$1,516.45	\$1,361.35	\$1,313.50	\$1,465.00	\$1,395.00	\$1,395.00	
Supplies	\$3,096.96	\$2,228.33	\$2,582.21	\$2,802.00	\$2,760.00	\$2,760.00	
Other Charges & Expenses	\$0.00	\$0.00	\$0.00	\$225.00	\$200.00	\$200.00	
	<b>\$4,613.41</b>	<b>\$3,589.68</b>	<b>\$3,895.71</b>	<b>\$4,492.00</b>	<b>\$4,355.00</b>	<b>\$4,355.00</b>	

# DEPT 291: CIVIL PREPAREDNESS AGENCY SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
1	Emergency Preparedness	Vehicles Maintenance & Supplies	\$1,605	\$1,605
2	Emergency Preparedness	Radio & Camera Equipment Maintenance	\$550	\$550
3	Emergency Preparedness	Disaster Supplies	\$600	\$600
4	Emergency Preparedness	Professional Associations	\$200	\$200
5	Emergency Preparedness	Uniforms	\$1,400	\$1,400
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
		<b>TOTAL</b>	<b>\$4,355</b>	<b>\$4,355</b>

**DEPT 291: CIVIL PREPAREDNESS AGENCY  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5240-240	Repairs & Maintenance, Vehicle	\$886.19	\$862.30	\$773.80	\$835.00	\$845.00	\$845.00	
5240-245	Repairs & Maintenance, Equipment	\$583.14	\$499.05	\$539.70	\$555.00	\$550.00	\$550.00	
5340-340	Printing	\$47.12	\$0.00	\$0.00	\$75.00	\$0.00	\$0.00	
		<b>\$1,516.45</b>	<b>\$1,361.35</b>	<b>\$1,313.50</b>	<b>\$1,465.00</b>	<b>\$1,395.00</b>	<b>\$1,395.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5240-240	Repairs & Maintenance, Vehicle							
	Inspections	Civ.Prep.	5	5	\$29.00	\$145.00	\$145.00	
	Preventive Maintenance	Civ.Prep.	5	5	\$50.00	\$250.00	\$250.00	
	Vehicle Repairs	Civ.Prep.	1	1	\$450.00	\$450.00	\$450.00	
					<b>Account Subtotal</b>	<b>\$845.00</b>	<b>\$845.00</b>	
5240-245	Repairs & Maintenance, Equipment							
	Communications Equipment	Civ.Prep.	5	5	\$50.00	\$250.00	\$250.00	
	Technology & Cameras	Civ.Prep.	3	3	\$100.00	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$550.00</b>	<b>\$550.00</b>	

**DEPT 291: CIVIL PREPAREDNESS AGENCY  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$69.94	\$41.13	\$73.83	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
5480-480	Vehicle Fuels & Oil	\$501.86	\$348.74	\$243.44	\$500.00	\$490.00	\$490.00	
5480-485	Vehicle Parts & Supplies	\$251.06	\$199.90	\$269.84	\$278.00	\$270.00	\$270.00	
5580-291	Disaster Supplies	\$638.35	\$0.00	\$602.21	\$624.00	\$600.00	\$600.00	
5580-581	Uniforms	\$1,635.75	\$1,638.56	\$1,392.89	\$1,400.00	\$1,400.00	\$1,400.00	
		<b>\$3,096.96</b>	<b>\$2,228.33</b>	<b>\$2,582.21</b>	<b>\$2,802.00</b>	<b>\$2,760.00</b>	<b>\$2,760.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Item								
5480-480	Vehicle Fuels & Oil							
	Fuel, Unleaded	Civ.Pre.	140	140	\$3.50	\$490.00	\$490.00	
						<b>\$490.00</b>	<b>\$490.00</b>	
5480-485	Vehicle Parts & Supplies							
	Batteries	Civ.Pre.	1	1	\$150.00	\$150.00	\$150.00	
	Vehicle Parts	Civ.Pre.	3	3	\$40.00	\$120.00	\$120.00	
						<b>\$270.00</b>	<b>\$270.00</b>	
5580-291	Disaster Supplies							
	Disaster Supplies	Civ.Pre.	12	12	\$50.00	\$600.00	\$600.00	
						<b>\$600.00</b>	<b>\$600.00</b>	
5580-581	Uniforms							
	Uniforms	Civ.Pre.	8	8	\$175.00	\$1,400.00	\$1,400.00	
						<b>\$1,400.00</b>	<b>\$1,400.00</b>	

**DEPT 291: CIVIL PREPAREDNESS AGENCY  
OTHER CHARGES & EXPENSES**

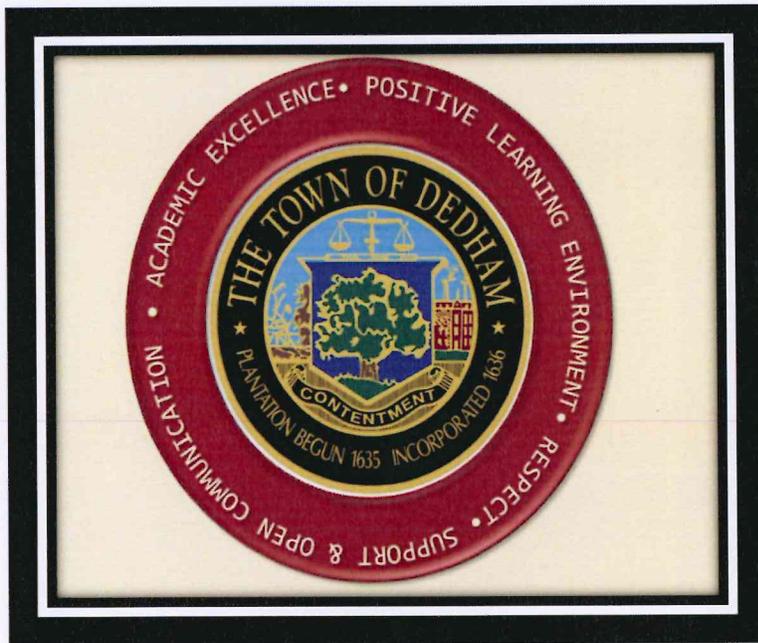
ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5730-730	Dues & Memberships	\$0.00	\$0.00	\$0.00	\$225.00	\$200.00	\$200.00	
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$225.00</b>	<b>\$200.00</b>	<b>\$200.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Item	Service	Request	Recom.	Cost			
5730-730	Dues & Memberships							
	MAEMP - Fire	Civ.Pre.	1	1	\$100.00	\$100.00	\$100.00	
	MAEMP - Police	Civ.Pre.	1	1	\$100.00	\$100.00	\$100.00	
					<b>Account Subtotal</b>	<b>\$200.00</b>	<b>\$200.00</b>	

# FY14

## DEDHAM PUBLIC SCHOOLS

### Proposed FY14 Operating Budget



June Doe

Superintendent

Cynthia Kelly

Assistant Superintendent

Michael LaFrancesca

Assistant to the Superintendent  
for Business & Finance

Kathy Gaudreau

Director of Special Education

and the Administrators, Faculty and Staff of the Dedham Public Schools

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**FY 14**

**GENERAL  
INFORMATION**

- ✱ **October 1-30, 2012**
  - Asst. to the Superintendent for Business & Finance reviews the Capital Budget with the Superintendent and the Administrative Team
- ✱ **October 17, 2012**
  - School Committee adopts the FY14 budget calendar
- ✱ **November 6, 2012**
  - Budget Sub Committee reviews Capital Budget
- ✱ **November 6, 2012**
  - Asst. to Superintendent for Business & Finance distributes FY14 budget spreadsheet to Principals & Department Chairs
- ✱ **November 7, 2012**
  - Recommended Capital Budget submitted to the School Committee
- ✱ **November 21-25, 2012**
  - Asst. to the Superintendent for Business & Finance and the Superintendent meet with all Principals and Department Chairs to identify staffing needs and non-staffing expenses
- ✱ **December 19, 2012**
  - School Committee votes to approve the FY14 Capital Budget
- ✱ **January 23, 2013**
  - Asst. to the Superintendent for Business & Finance presents FY14 Budget recommendation to the Budget Sub-Committee
- ✱ **February 6, 2013**
  - Public Hearing on the FY14 Budget
- ✱ **February 13, 2013**
  - School Committee adopts FY14 Budget
- ✱ **TBA**
  - FY14 Presentation to Finance Committee
- ✱ **May 20, 2013**
  - Annual Town Meeting

The budget is developed with certain assumptions and priorities established by the School Committee.

The budget reflects the assumption that the School District will meet all federal, state, and locally mandated programs and requirements.

- ✦ Level funding of Chapter 70 by the state
- ✦ Develop a budget that adequately funds utilities of the new Avery School
- ✦ Develop a budget that adequately funds regular and special education programs and services
- ✦ Programs and services supported by fees/tuition/donations/private grants will continue to require this outside funding
- ✦ Continue to identify efficiencies that provide services in more cost-effective ways
- ✦ Ensure all legal mandates are met
- ✦ Support the recruitment, hiring and retention of high quality teachers, support staff and administrators
- ✦ Provide adequate classroom supplies, equipment, and professional development opportunities to support all educational programs
- ✦ Fund curriculum initiatives and student assessments
- ✦ Continue to improve student achievement in ELA, mathematics and science
- ✦ Assess and improve all programs (Remedial, Enrichment and Special Education)
- ✦ Continue to develop, implement, and assess targeted improvement plans linked to MCAS data and student achievement

Required Obligations

- 1. Special Education Out-of-District Tuition (State Mandated):** An increase of \$168,157.00 in out- of-district tuition for private and collaborative schools.

FY14 Projected	\$4,456,687.32
Circuit Breaker	\$1,092,000.00
Total	⇒ <u>\$3,364,687.32</u>

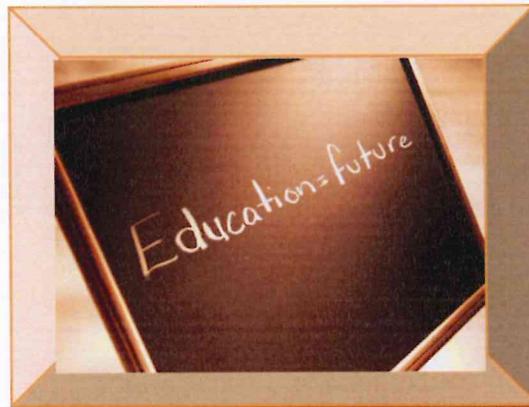
- 2. Special Education Transportation:** An increase of \$41,250.00 in In-District services and Transportation.

- 3. Non-Personnel:** An increase of \$82,960.00

- Regular Transportation \$12,400.00 (increase in transportation fee)
- Supplies & Materials \$38,060.00
- Administrative Services \$20,000.00
- Maintenance and Operation \$12,500.00

- 4. Personnel:**

- New Positions \$119,850.00 (2FTE) Math Coach, Middle School Psychologist.
- Contractual Obligations of \$278,292.00



	FY07 Budget	FY08 Budget	FY09 Budget	FY10 Budget	FY11 Budget	FY12 Budget	FY13 Budget	FY14 Request
<b>District Enrollment</b>								
Enrollment	2951	2944	2959	2968	2952	2925	2851	2829
Increase/Decrease from prior year	-37	-7	15	9	-16	-27	-74	-22
% Increase/Decrease	-1.3%	-0.2%	0.5%	0.3%	-0.5%	-0.9%	-2.6%	-0.8%
<b>Budget</b>								
Approved Budget	\$27,994,766.00	\$30,100,000.00	\$31,860,000.00	\$31,876,500.00	\$32,591,500.00	\$33,562,670.00	\$35,232,155.00	\$35,926,525.00
Increase from prior year	\$1,458,266.00	\$2,105,234.00	\$1,760,000.00	\$16,500.00	\$715,000.00	\$971,170.00	\$1,669,485.00	\$694,370.00
% Increase	5.21%	7.52%	5.85%	0.05%	2.24%	2.98%	4.97%	1.97%
<b>ARRA/Federal Stimulus Grant</b>								
Special Education ARRA Funds	\$0.00	\$0.00	\$0.00	\$533,353.00	\$532,299.00	\$0.00	\$0.00	\$0.00
Early Childhood ARRA Funds	\$0.00	\$0.00	\$0.00	\$20,732.00	\$20,732.00	\$0.00	\$0.00	\$0.00
SFSF Funds	\$0.00	\$0.00	\$413,907.00	\$0.00	\$19,497.00	\$0.00	\$0.00	\$0.00
Title I ARRA Funds	\$0.00	\$0.00	\$0.00	\$86,063.00	\$135,720.00	\$0.00	\$0.00	\$0.00
Educational Jobs Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$47,562.00	\$227,922.00	\$0.00	\$0.00
<b>Total ARRA Grants</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$413,907.00</b>	<b>\$640,148.00</b>	<b>\$755,810.00</b>	<b>\$227,922.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Circuit Breaker Reimbursement</b>								
Increase/Decrease from prior year	\$77,241.00	\$23,584.00	\$207,894.00	\$178,793.00	\$51,238.00	\$430,934.00	\$72,080.00	\$69,763.00
% of reimbursement	75%	75%	72%	40%	40%	65%	70%	65%
<b>Total Operating Budget</b>								
	\$28,652,068.00	\$30,780,886.00	\$33,162,687.00	\$33,226,635.00	\$34,006,059.00	\$34,880,275.00	\$36,393,918.00	\$37,018,525.00
	\$1,535,507.00	\$2,128,818.00	\$2,381,801.00	\$63,948.00	\$779,424.00	\$874,216.00	\$1,513,643.00	\$624,607.00
	5.36%	7.43%	7.74%	0.19%	2.35%	2.57%	4.34%	1.72%

\* Data for FY12 is as of Oct. 1st

\* FY06 enrollment 2988

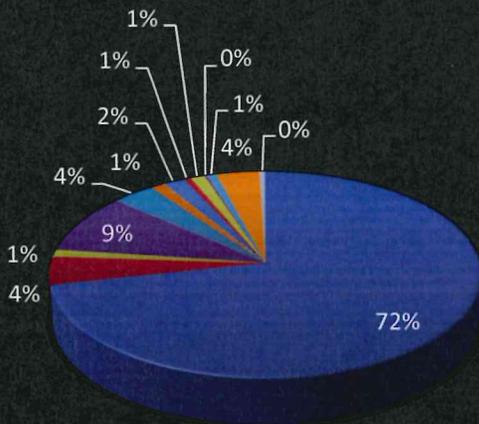
Final FY 13 Budget	35,232,155.00
Proposed FY14 Budget	35,926,525.00
Increase (\$)	694,370.00
Increase (%)	1.97%

Budget Drivers	FY13 Budget	Proposed FY14 Budget	Percent of Total Budget	Incremental Change (\$)	Incremental Change (%)
Salaries	\$25,399,013.00	\$25,773,038.64	79%	374,025.64	1%
Operations	\$98,450.00	\$98,450.00	0%	0.00	0%
Transportation	\$377,600.00	\$390,000.00	1%	12,400.00	3%
Special Ed. Out-of District Tuition Out-of District Tuition	\$3,196,632.00	\$3,364,688.00	10%	168,056.00	5%
Special Ed. Contracted Services	\$249,000.00	\$256,662.00	1%	7,662.00	3%
Special Ed. Transportation	\$885,000.00	\$926,250.00	3%	41,250.00	5%
Special Ed. Supplies, Material, Equipment	\$64,400.00	\$60,800.00	0%	(3,600.00)	-6%
Instructional Technology	\$344,745.00	\$344,745.00	1%	0.00	0%
Computer Administration	\$100,630.00	\$100,630.00	0%	0.00	0%
Student Services (Guidance, Nurse)	\$30,450.00	\$30,850.00	0%	400.00	1%
Policy & Administrative Services	\$490,640.00	\$510,700.00	2%	20,060.00	4%
Unemployment Insurance	\$53,000.00	\$53,000.00	0%	0.00	0%
Contracted Service - Connect Ed	\$9,000.00	\$9,000.00	0%	0.00	0%
Systemwide Textbooks-Replacement	\$65,000.00	\$70,000.00	0%	5,000.00	8%
High School Supplies, Materials, Equipment	\$77,200.00	\$90,200.00	0%	13,000.00	17%
Middle School Supplies, Materials, Equipment	\$40,000.00	\$40,000.00	0%	0.00	0%
Elementary Schools Supplies, Materials, Equipment	\$139,100.00	\$150,000.00	0%	10,900.00	8%
Athletic Program	\$95,000.00	\$96,000.00	0%	1,000.00	1%
K-12 Instruction & Curriculum Non-Salary	\$220,387.00	\$228,087.00	1%	7,700.00	3%
<b>Total</b>	<b>\$31,935,247.00</b>	<b>\$32,593,100.64</b>	<b>100%</b>	<b>657,853.64</b>	<b>2.06%</b>

Budget Drivers	FY13 Budget	Proposed FY14 Budget	Percent of Total Budget	Incremental Change (\$)	Incremental Change (%)
Salaries Custodians & Maintenance	\$1,577,508.00	\$1,601,524.36	48%	24,016.36	0.01522424
Operations and Maintenance Non-Salary	\$251,600.00	\$261,600.00	8%	10,000.00	4.0%
Electricity	\$670,000.00	\$690,000.00	21%	20,000.00	3.0%
Heat	\$555,000.00	\$545,000.00	16%	(10,000.00)	-1.8%
Water	\$33,000.00	\$34,000.00	1%	1,000.00	3.0%
Telephone	\$42,800.00	\$42,800.00	1%	0.00	0.0%
P&G supplies Custodial	\$65,000.00	\$64,000.00	2%	(1,000.00)	-1.5%
P&G supplies Maintenance	\$102,000.00	\$94,500.00	3%	(7,500.00)	-7.4%
<b>Total</b>	<b>\$3,296,908.00</b>	<b>\$3,333,424.36</b>	<b>100%</b>	<b>36,516.36</b>	<b>1.1%</b>

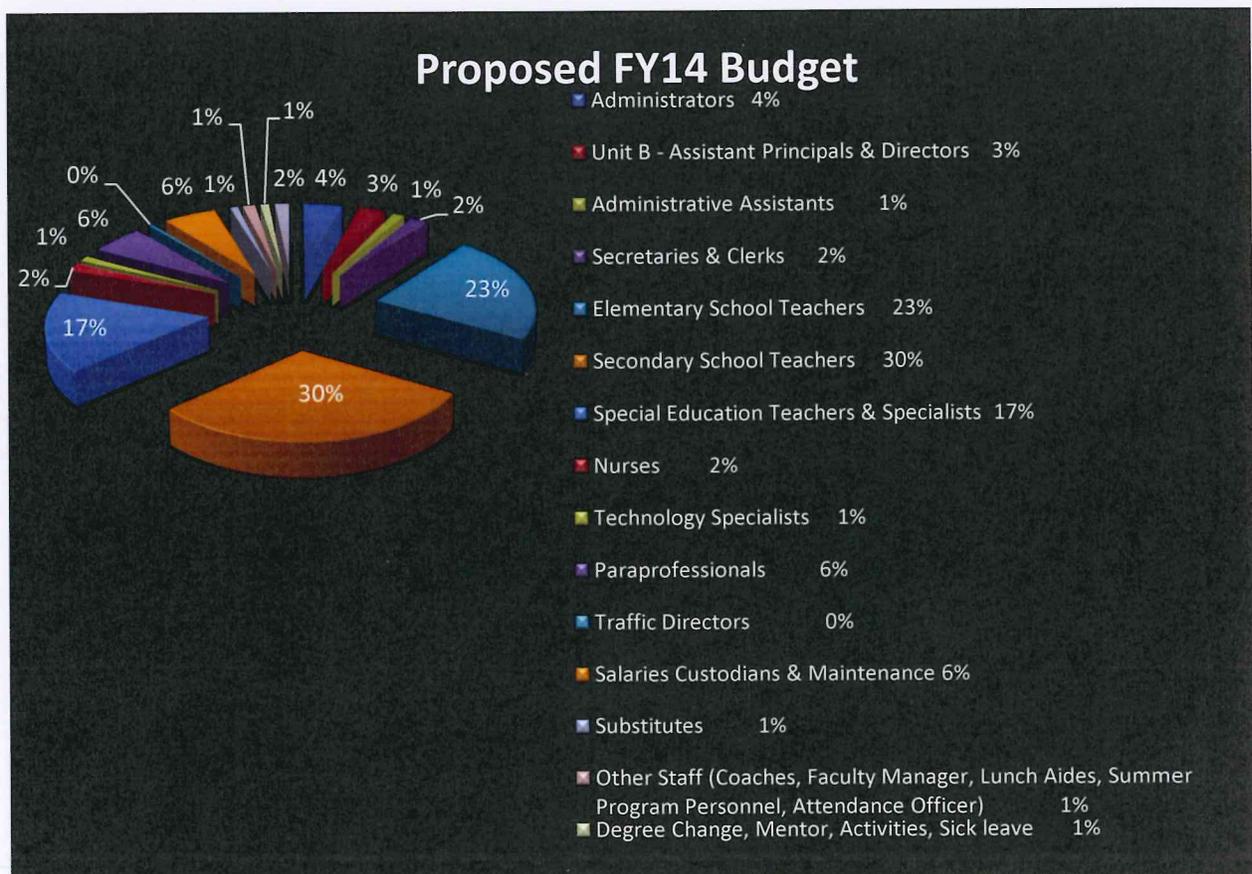
Budget Drivers	Proposed FY14 Budget	Percent of Total Budget
School Salaries 72%	\$25,773,038.64	72%
Salaries Custodians & Maintenance 4%	\$1,601,524.36	4%
Transportation 1%	\$390,000.00	1%
Special Ed. Out-of District Tuition 9%	\$3,364,688.00	9%
Special Ed. Contracted Services/Transportation/Supplies 3%	\$1,243,712.00	3%
Technology 1%	\$445,375.00	1%
Policy & Administrative Services 2%	\$642,700.00	2%
K-12 Instruction & Curriculum Non-Salary 1%	\$228,087.00	1%
All other non-salary 1%	\$407,050.00	1%
Operations 0%	\$98,450.00	0%
Contracted Sevices Maintenance 1%	\$261,600.00	1%
Utilities 4%	\$1,311,800.00	4%
P&G supplies Custodial Maintenance	\$158,500.00	0%
<b>Total</b>	<b>\$35,926,525.00</b>	<b>100%</b>

### Proposed FY14 Budget



- School Salaries 72%
- Salaries Custodians & Maintenance 4%
- Transportation 1%
- Special Ed. Out-of District Tuition 9%
- Special Ed. Contracted Services/Transportation/Supplies 3%
- Technology 1%
- Policy & Administrative Services 2%
- K-12 Instruction & Curriculum Non-Salary 1%
- All other non-salary 1%
- Operations 0%
- Contracted Sevices Maintenance 1%
- Utilities 4%
- P&G supplies Custodial Maintenance

Budget Drivers	Proposed FY14 Budget	Percent of Total Budget	FTE FY14	Percent of Total FTE
Administrators 4%	\$1,199,609.40	4%	11.10	2.41%
Unit B - Assistant Principals & Directors 3%	\$791,652.40	3%	9.20	1.99%
Administrative Assistants 1%	\$341,245.86	1%	5.00	1.08%
Secretaries & Clerks 2%	\$579,132.62	2%	14.50	3.14%
Elementary School Teachers 23%	\$6,209,148.00	23%	86.00	18.63%
Secondary School Teachers 30%	\$8,280,415.00	30%	111.90	24.25%
Special Education Teachers & Specialists 17%	\$4,574,806.10	17%	65.70	14.24%
Nurses 2%	\$480,695.14	2%	7.00	1.52%
Technology Specialists 1%	\$288,798.26	1%	6.00	1.30%
Paraprofessionals 6%	\$1,639,938.89	6%	102.10	22.12%
Traffic Directors 0%	\$100,453.81	0%	15.00	3.25%
Salaries Custodians & Maintenance 6%	\$1,601,524.36	6%	28.00	6.07%
Substitutes 1%	\$234,223.00	1%		
Other Staff (Coaches, Faculty Manager, Lunch Aides, Summer Program Personnel, Attendance Officer) 1%	\$372,721.00	1%		
Degree Change, Mentor, Activities, Sick leave 1%	\$263,414.00	1%		
General Reserve 2%	\$416,785.03	2%		
<b>Total</b>	<b>\$27,374,562.87</b>	<b>100%</b>	<b>461.50</b>	<b>100%</b>



Fiscal Year	Net Claim	Reimbursement Amount	CB Relief	% of Claim	Number of Students
FY03	\$0.00	\$0.00		0.00%	45
FY04	\$957,089.00	\$243,319.00		25.40%	51
FY05	\$938,596.00	\$703,951.00		75.00%	62
FY06	\$773,415.00	\$580,061.00		75.00%	66
FY07	\$876,403.00	\$657,302.00		75.00%	67
FY08	\$907,848.00	\$680,886.00	\$264,281.00	75.00%	72
FY09	\$1,234,417.00	\$888,780.24	\$282,121.00	72.00%	74
FY10	\$1,774,968.00	\$709,987.20		40.00%	73
FY11	\$1,646,872.00	\$658,748.80		40.00%	65
FY12	\$1,676,438.00	\$1,089,683.00		65.00%	63
FY13	\$1,659,668.00	\$1,161,763.00		70.00%	64
FY14 projection	\$1,659,668.00	\$1,092,000.00		65.00%	64

Fiscal Year	In District	Out of District	Total Students
FY03	491	45	536
FY04	505	51	556
FY05	534	62	596
FY06	553	66	619
FY07	538	67	605
FY08	561	72	633
FY09	550	74	624
FY10	538	73	611
FY11	531	65	596
FY12	521	63	584
FY13	533	64	597
FY14 Projection	533	64	597

POSITION	FY 10	FY 11	FY 12	FY 13	FY 14
	Budget	Budget	Budget	Budget	Projection
Superintendent	1.00	1.00	1.00	1.00	1.00
Assistant Superintendent	1.00	1.00	1.00	1.00	1.00
Assistant to Sup't - Business	1.00	1.00	1.00	1.00	1.00
Director of SPED / Pupil Services	1.00	1.00	1.00	1.00	1.00
Director Technology	0.60	0.60	0.60	0.60	0.60
Principal	6.50	6.50	6.50	6.50	6.50
Assistant Principal	3.00	3.00	3.00	3.00	3.00
Director Athletics	1.00	1.00	1.00	1.00	1.00
Director Guidance	1.00	1.00	1.00	1.00	1.00
Director Art & Music	0.60	0.60	0.60	0.60	0.60
Dept. Head, K-12	0.60	0.60	0.60	0.60	0.60
Dept. Head, 6-12	3.60	3.60	3.00	3.00	3.00
<b>Subtotal</b>	<b>20.90</b>	<b>20.90</b>	<b>20.30</b>	<b>20.30</b>	<b>20.30</b>
Kindergarten	4.50	4.50	5.00	5.50	5.50
Grade 1-5	57.00	57.00	58.00	53.50	53.50
Computer Education	6.40	6.40	6.40	6.40	6.40
English	14.40	14.40	14.40	15.40	15.40
Math	15.00	16.00	17.00	18.00	19.00
Science	16.40	16.60	16.00	16.40	16.40
Social Studies	14.40	14.40	14.40	14.40	14.40
ESL	3.50	3.50	4.10	5.10	5.10
Industrial Technology	3.90	3.40	3.40	3.00	3.00
Art	7.00	7.00	7.00	7.00	7.00
Music	5.70	5.70	5.50	5.50	5.50
Health & Physical Education	8.30	9.30	9.30	9.30	9.30
Reading	9.80	10.80	11.00	12.40	12.40
World Language	12.00	12.00	12.00	12.00	12.00

SPED Coordinator - Elementary	1.00	1.00	1.00	1.00	1.00
SPED Out-of-District Coordinator	0.50	0.70	0.70	0.70	0.70
SPED Teaching	35.80	37.50	39.10	41.60	41.60
Speech/Therapeutic Program	10.26	9.26	7.00	7.00	7.00
Physical Therapist	0.00	0.00	0.80	0.80	0.80
Adj. Counselor	6.25	6.25	6.00	6.00	6.00
Psychologist	2.50	3.50	4.00	4.00	5.00
Alternative Program	3.30	2.80	2.80	2.60	2.60
<b>Subtotal</b>	<b>59.61</b>	<b>61.01</b>	<b>61.40</b>	<b>63.70</b>	<b>65.70</b>
Tech. Trainer	1.00	1.00	1.00	1.00	1.00
Library/Media Specialist	4.00	4.00	6.00	6.00	6.00
Guidance Counselor	6.00	6.00	6.00	6.00	6.00
<b>Subtotal</b>	<b>11.00</b>	<b>11.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>
Nurses	7.00	7.00	7.00	7.00	7.00
<b>TOTALS</b>	<b>276.81</b>	<b>280.91</b>	<b>285.20</b>	<b>287.90</b>	<b>289.90</b>

Admin. Assistants	4.00	4.00	4.00	4.00	4.00
Secretary/Clerks	6.00	6.00	6.00	6.00	6.00
Secretary/Clerks	6.50	6.50	6.50	5.50	5.50
Accountant	1.00	1.00	1.00	1.00	1.00
Payroll	1.00	1.00	1.00	1.00	1.00
Finance Clerk	1.00	1.00	1.00	1.00	1.00
Substitute Caller	1.00	1.00	1.00	1.00	1.00
<b>Subtotal</b>	<b>20.50</b>	<b>20.50</b>	<b>20.50</b>	<b>19.50</b>	<b>19.50</b>

<b>Teacher Assistants</b>	5.00	5.00	4.00	4.00	4.00
<b>Regular Aides</b>	6.00	6.00	7.00	7.00	7.00
<b>Special Ed Aides</b>	77.00	82.00	81.50	89.10	89.10
<b>COTA</b>	1.00	0.00	0.00	0.00	0.00
<b>Occupational Therapist</b>	0.00	1.00	1.00	1.00	1.00
<b>Library Assistant</b>	1.00	1.00	1.00	1.00	1.00
<b>Library Assistant</b>	1.00	1.00	1.00	1.00	1.00
<b>Subtotal</b>	<b>91.00</b>	<b>96.00</b>	<b>95.50</b>	<b>103.10</b>	<b>103.10</b>
<b>Computer Technician</b>	2.00	2.00	2.00	2.00	2.00
<b>Network Technician</b>	1.00	1.00	1.00	1.00	1.00
<b>Tech Help Desk</b>	3.00	3.00	3.00	3.00	3.00
<b>Subtotal</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b>Director of Facilities/Maintenance</b>	1.00	1.00	1.00	1.00	1.00
<b>Procurement/Adm. Asst-Facilities</b>	0.00	0.00	1.00	1.00	1.00
<b>Maintenance Personnel</b>	3.00	3.00	4.00	4.00	4.00
<b>Custodian (Head)</b>	1.00	1.00	1.00	1.00	1.00
<b>Custodians</b>	20.00	20.00	20.00	21.00	21.00
<b>Traffic Director</b>	3.00	3.00	3.00	4.00	4.00
<b>Traffic Director</b>	11.00	11.00	11.00	11.00	11.00
<b>Subtotal</b>	<b>39.00</b>	<b>39.00</b>	<b>41.00</b>	<b>43.00</b>	<b>43.00</b>
<b>TOTALS</b>	<b>156.50</b>	<b>161.50</b>	<b>163.00</b>	<b>171.60</b>	<b>171.60</b>

<b>Grants and Revolving Funds</b>					
Principal	0.50	0.50	0.50	0.50	0.50
Full-Day Kindergarten Teaching	2.50	2.50	2.50	3.00	3.00
Nurses	1.00	1.00	1.00	1.00	1.00
Childcare Supervisors	2.00	2.00	2.00	1.00	1.00
Secretary/Clerks	1.00	1.00	1.00	0.00	0.00
Secretary/Clerks	0.00	0.00	0.00	1.00	1.00
Custodians	1.50	1.50	1.50	1.50	1.50
Library Assistant	1.00	1.00	1.00	1.00	1.00
Instructional Aides	8.00	6.50	6.00	5.00	5.00
Childcare Aides	10.00	9.00	7.00	7.00	7.00
<b>Subtotal-ECEC Revolving</b>	<b>27.50</b>	<b>25.00</b>	<b>22.50</b>	<b>21.00</b>	<b>21.00</b>
School Lunch Director	1.00	1.00	1.00	1.00	1.00
Secretary/Clerks	1.00	1.00	1.00	1.00	1.00
Lunch Workers	25.00	25.00	28.00	31.00	31.00
<b>Subtotal-School Lunch Revolving</b>	<b>27.00</b>	<b>27.00</b>	<b>30.00</b>	<b>33.00</b>	<b>33.00</b>
SPED 240 Grant - Coordinator - Secondary	1.00	1.00	1.00	1.00	1.00
SPED 240 Grant -Teaching	3.00	3.00	3.00	3.00	3.00
SPED 240 Grant - Speech Therapist	1.24	1.24	2.70	2.70	2.70
SPED 240 Grant - Adj. Counselor	0.75	0.75	1.00	1.00	1.00
SPED 240 Grant - Psychologist	0.50	0.50	0.00	0.00	0.00
SPED 240 Grant - OT/PT	1.60	1.60	0.80	0.80	0.80
SPED 240 Grant-Clerk	1.00	1.00	1.00	1.00	1.00
SPED 240 Grant - Aides	5.00	4.00	5.00	3.00	3.00
Title I Grant - Teaching	4.75	3.50	3.00	3.00	3.00
ARRA Title I Stimulus - Teaching	1.00	1.50	0.00	0.00	0.00
ARRA ECEC Stimulus - Adj. Counselor	0.00	0.10	0.00	0.00	0.00
ARRA IDEA Stimulus - Teaching	2.00	2.20	0.00	0.00	0.00
ARRA IDEA Stimulus - Aide	1.00	1.00	0.00	0.00	0.00
Early Ch'd 262 Grant - Speech Therap.	1.00	1.00	1.00	1.00	1.00
Education Jobs Fund Grant - teaching	0.00	1.60	2.50	0.00	0.00
Education Jobs Fund Grant - aide	0.00	0.00	2.00	0.00	0.00
<b>Subtotal-Grants Funded</b>	<b>23.84</b>	<b>23.99</b>	<b>23.00</b>	<b>16.50</b>	<b>16.50</b>
<b>TOTALS</b>	<b>78.34</b>	<b>75.99</b>	<b>75.50</b>	<b>70.50</b>	<b>70.50</b>
<b>GRAND TOTALS</b>	<b>511.65</b>	<b>518.40</b>	<b>523.70</b>	<b>530.00</b>	<b>532.00</b>

**FY14**

**PROJECTED  
PAYROLL**

FY 2013-2014 BUDGET PROJECTION						
PERSONNEL						
DEDHAM PUBLIC SCHOOLS						
	Base Salary	Step Inc.	% Inc.	Stipend	Longevity	Total Projection
Superintendent	167,805.00	-				167,805.00
Assistant Superintendent	130,148.80					130,148.80
SPED Director	111,394.50					111,394.50
Ass't to Sup't - Business	108,586.96					108,586.96
Principals	681,674.14					681,674.14
Unit B - Directors	778,320.40			12,432.00	900.00	791,652.40
Admin. Assts	329,275.86			7,120.00	4,850.00	341,245.86
Secr. & Clerks	567,162.62				11,970.00	579,132.62
Specialists	191,451.14					191,451.14
Help Desk Assts	97,347.12					97,347.12
Unit A - Teachers	18,549,629.20	366,061.90		75,077.80	73,600.00	19,064,368.90
Nurses	471,556.91	1,945.53		4,592.70	2,600.00	480,695.14
Degree Change	105,078.00					105,078.00
Mentor Stipends	33,220.00					33,220.00
Aides - Instructional	1,631,738.89				8,200.00	1,639,938.89
Substitutes	234,223.00					234,223.00
Coaches	297,730.00					297,730.00
Extracurricular Activities	95,376.00					95,376.00
Traffic Directors	99,238.81				1,215.00	100,453.81
Attendance Officer	1,827.00					1,827.00
Lunch Aides	19,584.00					19,584.00
SPED Summer Program	53,580.00					53,580.00
Sick Leave Buy Back	29,740.00					29,740.00
General Reserve	416,785.23					416,785.23
	25,202,473.58	368,007.43	-	99,222.50	103,335.00	25,773,038.51
					FY13 Budget:	25,399,013.00
					Increase Amt:	374,025.51
					Increase % :	1.47%
FY 2012-2013 BUDGET PROJECTION						
FACILITY & MAINTENANCE						
	Base Salary	Step Inc.	% Inc.	Stipend	Longevity	Total Projection
Director of Facilities +	112,200.00			10,000.00		122,200.00
Facilities & Precurement	58,220.00				1,100.00	59,320.00
Maintenance Personnels	246,007.88				1,500.00	247,507.88
Custodians	1,079,604.90	1,380.33		8,320.00	13,200.00	1,102,505.23
Summer Maintenance	10,244.00					10,244.00
Cust/Maint. Overtime	20,301.00					20,301.00
USP Overtime	14,534.91					14,534.91
General Reserve	24,911.34					24,911.34
	1,566,024.03	1,380.33	-	18,320.00	15,800.00	1,601,524.36
					FY13 Budget:	1,577,508.00
					Increase Amt:	24,016.36
					Increase % :	1.52%
PAYROLL GRAND TOTAL:						27,374,562.87

UNIT A TEACHERS BUDGET PROJECTION										
NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014 STEP	FY 2014 Step Rate	Step Increase AMOUNT	FY 2014 Projection	FY 2014 Longevity	FY 2014 Stipend	TOTAL PROJECTION
001-30-304-128-1-5110-317-2305	1	PEPIN	SUSAN	M+60 max	87,603.00	-	87,603.00			87,603.00
001-30-304-128-1-5110-317-2305	1	ROUSE	DANIEL	D max	90,353.00	-	90,353.00	1,300.00		91,653.00
001-30-304-128-1-5110-317-2305	1	SIMMONS	ROSEMARY	B max	69,782.00	-	69,782.00			69,782.00
001-30-305-128-1-5110-317-2305	1	FOLEY	JUDITH	M 6	61,917.00	1,992.00	61,917.00			61,917.00
001-30-305-128-1-5110-317-2305	1	GRANT	ANN	M+30 max	82,131.00	-	82,131.00			82,131.00
001-30-305-128-1-5110-317-2305	1	PIERCE	CHRISTIAN	B 12	68,689.00	2,972.00	68,689.00			68,689.00
001-30-315-128-1-5110-317-2357	1	ORAVETZ	CATHLEEN L	D max	90,353.00	-	90,353.00			90,353.00
001-30-315-130-1-5110-317-2315	0.4	LAFHAMME	JOHN	D max	36,141.20	-	36,141.00		11,832.30	47,973.30
001-30-304-130-1-5110-317-2305	0.6	LAFHAMME	JOHN	D max	54,211.80	-	54,212.00			54,212.00
001-30-304-130-1-5110-317-2305	1	BALZARINI	LISA	M 12	75,549.00	3,139.00	75,549.00			75,549.00
001-30-304-130-1-5110-317-2305	1	CARTEN	KATHLEEN R	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-130-1-5110-317-2305	1	DEARBORN (CROWN)	KATHLEEN	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-304-130-1-5110-317-2305	1	HENNRNIKUS	JACQUELINE	M 4	56,397.00	1,950.00	56,397.00			56,397.00
001-30-304-130-1-5110-317-2305	1	MacLEAN	KATELYN	B 5	53,966.00	3,427.00	53,966.00			53,966.00
001-30-304-130-1-5110-317-2305	1	MARGOLIS	CAROL	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-130-1-5110-317-2305	1	NILSEN	JEFFREY A	M 11	72,410.00	1,717.00	72,410.00			72,410.00
001-30-304-130-1-5110-317-2305	1	ROCHA	PATRICIA	M 3	54,447.00	1,944.00	54,447.00			54,447.00
001-30-304-130-1-5110-317-2305	1	SCHULTZ	KELLY O'LEARY	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-130-1-5110-317-2305	1	YOUNG	MOLLIE	M+30 11	75,917.00	2,518.00	75,917.00			75,917.00
001-30-305-130-1-5110-317-2305	1	FRENCH	LESLIE	B 12	68,689.00	2,972.00	68,689.00			68,689.00
001-30-305-130-1-5110-317-2305	1	HEGARTY	ELIZABETH	M+60 max	87,603.00	-	87,603.00			87,603.00
001-30-305-130-1-5110-317-2305	1	HUFF (WEBER)	REBECCA	M+30 10	73,399.00	1,057.00	73,399.00			73,399.00
001-30-305-130-1-5110-317-2305	1	McLEOD	POLLY	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-130-1-5110-317-2305	1	MURRAY (ANDERSON)	PAMELA	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-130-1-5110-317-2305	1	PATTERSON	ANDREW C.	M 10	70,693.00	2,341.00	70,693.00			70,693.00
001-30-305-135-1-5110-317-2310	1	CUMMINGS	MAI-LINH	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-135-1-5110-317-2310	0.4	ESTY	JANICE	M max	30,656.40	-	30,656.00			30,656.00
001-30-305-135-1-5110-317-2310	1	LYONS	SUSAN M	M+30 max	82,131.00	-	82,131.00	1,300.00		83,431.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014	FY 2014	Step Increase	FY 2014	FY 2014	FY 2014	TOTAL
				STEP	Step Rate	AMOUNT	Projection	Longevity	Stipend	PROJECTION
001-30-305-135-1-5110-317-2310	1	TAPPLY	SARAH	M 10	70,693.00	2,341.00	70,693.00			70,693.00
001-30-305-135-1-5110-317-2310	1	UNGER (ECKENSBE	MEGAN	M+30 12	77,765.00	1,848.00	77,765.00			77,765.00
001-30-306-135-1-5110-317-2310	1	BIGGAR	CHERYLE	M+60 max	87,603.00	-	87,603.00	1,300.00		88,903.00
001-30-306-135-1-5110-317-2310	1	SCARSCIOTTI	CHERYL	M max	76,641.00	-	76,641.00			76,641.00
001-30-307-135-1-5110-317-2310	1	PATTS	LAUREN	M 8	67,370.00	3,462.00	67,370.00			67,370.00
001-30-307-135-1-5110-317-2310	1	SHEVORY (DUGAN)	MAURA	M+30 12	77,765.00	1,848.00	77,765.00			77,765.00
001-30-308-135-1-5110-317-2310	1	CANNON	KRISTEN	M+30 max	82,131.00	-	82,131.00			82,131.00
001-30-308-135-1-5110-317-2310	1	MANCINELLI (GONZ	JANINE	M 11	72,410.00	1,717.00	72,410.00			72,410.00
001-30-309-135-1-5110-317-2310	1	SHEA	LAUREN	M+30 8	69,099.00	2,710.00	69,099.00			69,099.00
001-30-309-135-1-5110-317-2310	1	SIMONSON	MAUREN	M+60 max	87,603.00	-	87,603.00	1,700.00		89,303.00
001-30-304-132-1-5110-317-2310	1	MacKENZIE SLEEMA	KAREN	M 5	59,925.00	3,528.00	59,925.00			59,925.00
001-30-305-132-1-5110-317-2310	1	BRADLEY	MICHAEL	M+30 max	82,131.00	-	82,131.00			82,131.00
001-30-306-132-1-5110-317-2310	1	TOCHKA	ALEXIS	M 5	59,925.00	3,528.00	59,925.00			59,925.00
001-30-307-132-1-5110-317-2310	0.5	WEIDENAAR	SHARON	B 6	27,977.50	994.50	27,978.00			27,978.00
001-30-308-132-1-5110-317-2310	0.5	WEIDENAAR	SHARON	B 6	27,977.50	994.50	27,978.00			27,978.00
001-30-310-132-1-5110-317-2310	0.6	ROBINS	JENNIFER	M 6	37,150.20	1,195.20	37,150.00			37,150.00
001-30-306-120-1-5110-317-2305	1	DINEEN-SERPIS	HEIDI	M+60 max	87,603.00	-	87,603.00	1,300.00		88,903.00
001-30-306-120-1-5110-317-2305	1	GUASTALLI	DONNA	M+60 max	87,603.00	-	87,603.00	1,400.00		89,003.00
001-30-306-120-1-5110-317-2305	0.5	HAUSMAN	SARAH	M 7	31,954.00	995.50	31,954.00			31,954.00
001-30-306-120-1-5110-317-2305	1	HOPKINS	JENNY	B 9	62,045.00	888.00	62,045.00			62,045.00
001-30-306-120-1-5110-317-2305	1	KIEFFNER (FRICKE	ALLISON	M 12	75,549.00	3,139.00	75,549.00			75,549.00
001-30-306-120-1-5110-317-2305	1	LUONGO	MICHELLE	M 4	56,397.00	1,950.00	56,397.00			56,397.00
001-30-306-120-1-5110-317-2305	1	MacLEAN	MARY N	M max	76,641.00	-	76,641.00			76,641.00
001-30-306-120-1-5110-317-2305	1	MAREGNI	KAREN	M+60 max	87,603.00	-	87,603.00	1,300.00		88,903.00
001-30-306-120-1-5110-317-2305	1	MERRITT	SARAH	M+30 max	82,131.00	-	82,131.00	1,400.00		83,531.00
001-30-306-120-1-5110-317-2305	1	MURPHY (REAGAN)	ANNE	M 8	67,370.00	3,462.00	67,370.00			67,370.00
001-30-306-120-1-5110-317-2305	1	PARIS	EDWARD	M 7	63,908.00	1,991.00	63,908.00			63,908.00
001-30-306-120-1-5110-317-2305	1	RYAN	KATHRYN	M 3	54,447.00	1,944.00	54,447.00			54,447.00
001-30-307-120-1-5110-317-2305	1	BALFOUR	JENNIFER	M max	76,641.00	-	76,641.00			76,641.00
001-30-307-120-1-5110-317-2305	1	BRISCOE (CALABRE	MAUREEN	M+30 max	82,131.00	-	82,131.00			82,131.00
001-30-307-120-1-5110-317-2305	1	BRYANT (DUNNE)	KERRI	M+60 14	86,510.00	3,407.00	86,510.00			86,510.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014	FY 2014	Step Increase	FY 2014	FY 2014	FY 2014	TOTAL
				STEP	Step Rate	AMOUNT	Projection	Longevity	Stipend	PROJECTION
001-30-307-120-1-5110-317-2305	1	BUDD	TERESA	M+60 max	87,603.00	-	87,603.00	1,500.00		89,103.00
001-30-307-120-1-5110-317-2305	1	COCHRANE	AUBREY	M 8	67,370.00	3,462.00	67,370.00			67,370.00
001-30-307-120-1-5110-317-2305	1	CRONIN	GREGORY	M max	76,641.00	-	76,641.00	1,500.00		78,141.00
001-30-307-120-1-5110-317-2305	1	DELLELO	THERESA A	M+60 max	87,603.00	-	87,603.00	1,400.00		89,003.00
001-30-307-120-1-5110-317-2305	1	FLANAGAN (CUMMIN	SUSAN	M+30 9	72,342.00	3,243.00	72,342.00			72,342.00
001-30-307-120-1-5110-317-2305	1	FOLLEN (ROBILLAR	SARA	M 5	59,925.00	3,528.00	59,925.00			59,925.00
001-30-307-120-1-5110-317-2305	1	KILLGOAR	JULIE ELLEN	M max	76,641.00	-	76,641.00			76,641.00
001-30-307-120-1-5110-317-2305	1	MAGNACCA	LISA	M 8	67,370.00	3,462.00	67,370.00			67,370.00
001-30-307-120-1-5110-317-2305	1	MAHONEY (OLSON)	KRISTIN M	M 11	72,410.00	1,717.00	72,410.00			72,410.00
001-30-307-120-1-5110-317-2305	1	MUCCI (HAMILTON)	STACEY	M+30 12	77,765.00	1,848.00	77,765.00			77,765.00
001-30-307-120-1-5110-317-2305	1	REAGAN	NANCY	M+60 max	87,603.00	-	87,603.00	1,600.00		89,203.00
001-30-307-120-1-5110-317-2305	1	RIDGWAY	JULIA	B 7	57,935.00	1,980.00	57,935.00			57,935.00
001-30-307-120-1-5110-317-2305	1	SHAH (PACE)	ALLISON	M 7	63,908.00	1,991.00	63,908.00			63,908.00
001-30-307-120-1-5110-317-2305	1	TOOMEY	KENNETH R	M+30 max	82,131.00	-	82,131.00	1,300.00		83,431.00
001-30-308-120-1-5110-317-2305	1	ATKINSON (FONTAN	STACEY	M+60 14	86,510.00	3,407.00	86,510.00			86,510.00
001-30-308-120-1-5110-317-2305	1	BEAKES	MARY ANN	M+30 max	82,131.00	-	82,131.00	1,500.00		83,631.00
001-30-308-120-1-5110-317-2305	1	CAWLEY (SCANLON	STACEY	M+30 12	77,765.00	1,848.00	77,765.00			77,765.00
001-30-308-120-1-5110-317-2305	1	DELENDECK	LINDA M	M+60 12	81,123.00	2,696.00	81,123.00			81,123.00
001-30-308-120-1-5110-317-2305	1	DELONG	MEGHAN	M 4	56,397.00	1,950.00	56,397.00			56,397.00
001-30-308-120-1-5110-317-2305	1	DENNEHY	PATRICIA	M+60 max	87,603.00	-	87,603.00	1,600.00		89,203.00
001-30-308-120-1-5110-317-2305	1	DORSEY	RUTH E.	M max	76,641.00	-	76,641.00	1,300.00		77,941.00
001-30-308-120-1-5110-317-2305	1	GRACEFFA (KRUG)	HEIDI A.	M+60 max	87,603.00	-	87,603.00	1,300.00		88,903.00
001-30-308-120-1-5110-317-2305	1	MCMAMEE (JAMISON	RACHAEL	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-308-120-1-5110-317-2305	1	MORRILL	NANCY E	M max	76,641.00	-	76,641.00	1,300.00		77,941.00
001-30-308-120-1-5110-317-2305	1	NICKLEY	JUDY	M 4	56,397.00	1,950.00	56,397.00			56,397.00
001-30-308-120-1-5110-317-2305	1	NIHILL (BURNS)	HEIDI A	M+30 max	82,131.00	-	82,131.00	1,300.00		83,431.00
001-30-308-120-1-5110-317-2305	1	O'BRIEN (THOMAS)	KERRIN A	M+30 max	82,131.00	-	82,131.00	1,300.00		83,431.00
001-30-308-120-1-5110-317-2305	1	STEC	CHRISTINE	M+60 11	78,427.00	1,130.00	78,427.00			78,427.00
001-30-308-120-1-5110-317-2305	1	TAVALONE	ELIZABETH	M 10	70,693.00	2,341.00	70,693.00			70,693.00
001-30-308-120-1-5110-317-2305	1	WARD	DOREEN	M 12	75,549.00	3,139.00	75,549.00			75,549.00
001-30-309-120-1-5110-317-2305	1	CONNORS	CAROL M	B max	69,782.00	-	69,782.00	1,700.00		71,482.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014	FY 2014	Step Increase	FY 2014	FY 2014	FY 2014	TOTAL
				STEP	Step Rate	AMOUNT	Projection	Longevity	Stipend	PROJECTION
001-30-309-120-1-5110-317-2305	1	COSTELLO	BERNADETTE	M 12	75,549.00	3,139.00	75,549.00			75,549.00
001-30-309-120-1-5110-317-2305	1	CUMMINGS	CHRISTINE	M+60 max	87,603.00	-	87,603.00	1,400.00		89,003.00
001-30-309-120-1-5110-317-2305	1	DOYLE	KAREN A	M+60 max	87,603.00	-	87,603.00	1,700.00		89,303.00
001-30-309-120-1-5110-317-2305	1	FINDLEY (FOLEY)	SHANNON	M+30 9	72,342.00	3,243.00	72,342.00			72,342.00
001-30-309-120-1-5110-317-2305	1	JENKINS	KRISTY	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-309-120-1-5110-317-2305	1	KELLY	BARBARA A	M+60 max	87,603.00	-	87,603.00	1,700.00		89,303.00
001-30-309-120-1-5110-317-2305	1	MacDOUGALL	ALLISON S	M max	76,641.00	1,092.00	76,641.00			76,641.00
001-30-309-120-1-5110-317-2305	1	PIAZZA	JUDITH A	M+60 max	87,603.00	-	87,603.00	1,600.00		89,203.00
001-30-310-120-1-5110-317-2305	1	CHILSON	JENNIFER	M 3	54,447.00	1,944.00	54,447.00			54,447.00
001-30-310-120-1-5110-317-2305	0.5	HUTTON	EMILY BUCHBINDE	M 9	34,176.00	491.00	34,176.00			34,176.00
001-30-310-120-1-5110-317-2305	0.5	LABOISSONNIERE	AMY	M max	38,320.50	-	38,321.00	1,300.00		39,621.00
001-30-310-120-1-5110-317-2305	0.5	LYNCH	MARIE	M max	38,320.50	-	38,321.00	1,300.00		39,621.00
001-30-310-120-1-5110-317-2305	1	MORRISON	JULIE HOBAN	M+60 14	86,510.00	3,407.00	86,510.00			86,510.00
001-30-310-120-1-5110-317-2305	1	O'CONNOR	JANICE	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-310-120-1-5110-317-2305	0.5	SULLIVAN	PAUL	M max	38,320.50	-	38,321.00	1,300.00		39,621.00
001-30-310-120-1-5110-317-2305	0.5	WILDS	MARGARET	M max	38,320.50	-	38,321.00			38,321.00
001-30-315-139-1-5110-317-2315	0.4	BOHAN	MARGERY A	M+60 max	35,041.20	-	35,041.00		8,821.40	43,862.40
001-30-304-139-1-5110-317-2305	0.6	BOHAN	MARGERY A	M+60 max	52,561.80	-	52,562.00	1,600.00		54,162.00
001-30-304-139-1-5110-317-2305	1	CARNEY	MARK O.	B max	69,782.00	-	69,782.00	1,300.00		71,082.00
001-30-304-139-1-5110-317-2305	1	CURRIVAN	JENNIFER	M 4	56,397.00	1,950.00	56,397.00			56,397.00
001-30-304-139-1-5110-317-2305	1	McGUIRE	JAY	B max	69,782.00	-	69,782.00			69,782.00
001-30-305-139-1-5110-317-2305	1	ADAMS	STEPHANIE	M 6	61,917.00	1,992.00	61,917.00			61,917.00
001-30-305-139-1-5110-317-2305	1	COATES	RHONDA J	B max	69,782.00	-	69,782.00	1,400.00		71,182.00
001-30-305-139-1-5110-317-2305	1	McLEISH	THOMAS	B 11	65,717.00	1,552.00	65,717.00			65,717.00
001-30-306-139-1-5110-317-2305	0.4	CAREY	DAVID	M+30 7	26,555.60	792.00	26,556.00			26,556.00
001-30-307-139-1-5110-317-2305	0.5	LETOURNEAU (WILSON)	ASHLEY	M 8	33,685.00	1,731.00	33,685.00			33,685.00
001-30-308-139-1-5110-317-2305	0.4	CAREY	DAVID	M+30 7	26,555.60	792.00	26,556.00			26,556.00
001-30-308-139-1-5110-317-2305	0.4	MADDEN	MARIE	M 8	26,948.00	1,384.80	26,948.00			26,948.00
001-30-309-139-1-5110-317-2305	0.2	CAREY	DAVID	M+30 7	13,277.80	396.00	13,278.00			13,278.00
001-30-309-139-1-5110-317-2305	0.5	LETOURNEAU (WILSON)	ASHLEY	M 8	33,685.00	1,731.00	33,685.00			33,685.00
001-30-310-139-1-5110-317-2305	0.5	MADDEN	MARIE	M 8	33,685.00	1,731.00	33,685.00			33,685.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014 STEP	FY 2014 Step Rate	Step Increase AMOUNT	FY 2014 Projection	FY 2014 Longevity	FY 2014 Stipend	TOTAL PROJECTION
001-30-304-143-1-5110-317-2305	1	DEWAR	STEPHEN R	M+30 max	82,131.00	-	82,131.00	1,500.00		83,631.00
001-30-304-143-1-5110-317-2305	1	HALUSKA	DAVID W	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-143-1-5110-317-2305	1	SCULLY-ROSE	SUE N	M+30 12	77,765.00	1,848.00	77,765.00			77,765.00
001-30-315-144-1-5110-317-2315	0.4	HOLLORAN (DUNLE)	KRISTINE	M+30 11	30,366.80	1,007.20	30,367.00		11,011.10	41,378.10
001-30-304-144-1-5110-317-2305	0.6	HOLLORAN (DUNLE)	KRISTINE	M+30 11	45,550.20	1,510.80	45,550.00			45,550.00
001-30-304-144-1-5110-317-2305	1	BASQUE	KATHLEEN	B 4	50,539.00	1,950.00	50,539.00			50,539.00
001-30-304-144-1-5110-317-2305	1	EISENHUT	ERIKA	M 8	67,370.00	3,462.00	67,370.00			67,370.00
001-30-304-144-1-5110-317-2305	1	FOUNTAIN	TARA	B 5	53,966.00	3,427.00	53,966.00			53,966.00
001-30-304-144-1-5110-317-2305	1	KANOPKIN	SUSAN	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-144-1-5110-317-2305	1	LEONE (BATISTA)	ELISABET	M 11	72,410.00	1,717.00	72,410.00			72,410.00
001-30-304-144-1-5110-317-2305	1	MONTOYA	SUSAN	M 5	59,925.00	3,528.00	59,925.00			59,925.00
001-30-304-144-1-5110-317-2305	0.6	Repl. Barbara Smith		M 5	35,955.00	-	35,955.00			35,955.00
001-30-304-144-1-5110-317-2305	on lv	SMITH	BARBARA	B max	-	-	-			-
001-30-304-144-1-5110-317-2305	1	SPIES	KATHLEEN	M 7	63,908.00	1,991.00	63,908.00			63,908.00
001-30-304-144-1-5110-317-2305	1	YUEN	DANIELLE	M 2	52,503.00	1,964.00	52,503.00			52,503.00
001-30-305-144-1-5110-317-2305	1	CARLSON	HILARY	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-144-1-5110-317-2305	1	DOWNES	CAROLYNNE	M 6	61,917.00	1,992.00	61,917.00			61,917.00
001-30-305-144-1-5110-317-2305	1	GILBERT	AMY	M+30 max	82,131.00	-	82,131.00			82,131.00
001-30-305-144-1-5110-317-2305	1	GUTIERREZ	JULIETTE	B 8	61,157.00	3,222.00	61,157.00			61,157.00
001-30-305-144-1-5110-317-2305	1	McCABE	BRIAN	M 5	59,925.00	3,528.00	59,925.00			59,925.00
001-30-305-144-1-5110-317-2305	1	NIGOHOSIAN	MARTA M	B max	69,782.00	-	69,782.00	1,400.00		71,182.00
001-30-305-144-1-5110-317-2305	1	PODOLSKI	ANDREW	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-305-144-1-5110-317-2305	1	PODOLSKI	ANNE	M max	76,641.00	-	76,641.00	1,300.00		77,941.00
001-30-306-144-1-5110-317-2310	1	O'NEILL	BONNIE	M+30 max	82,000.00	-	82,000.00			82,000.00
001-30-315-144-1-5110-317-2310	1	New Position - Elem. Math Coach		M 5	59,925.00	-	59,925.00			59,925.00
001-30-304-146-1-5110-317-2305	1	GRASSIS	JESSICA RILEY	M 3	54,447.00	1,944.00	54,447.00			54,447.00
001-30-304-146-1-5110-317-2305	1	O'SULLIVAN	MAUREEN	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-146-1-5110-317-2305	1	DEMPSEY	SARAH	M 3	54,447.00	1,944.00	54,447.00			54,447.00
001-30-305-146-1-5110-317-2305	1	TRACEY	ARLENE J	M max	76,641.00	-	76,641.00	1,500.00		78,141.00
001-30-306-146-1-5110-317-2305	0.6	PRATA (ROACH)	KRISTIN M	M+30 max	49,278.60	-	49,279.00	650.00		49,929.00
001-30-307-146-1-5110-317-2305	0.6	ALTONE	SARAH	M 4	33,838.20	1,170.00	33,838.00			33,838.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014 STEP	FY 2014 Step Rate	Step Increase AMOUNT	FY 2014 Projection	FY 2014 Longevity	FY 2014 Stipend	TOTAL PROJECTION
001-30-308-146-1-5110-317-2305	0.4	ALTONE	SARAH	M 4	22,558.80	780.00	22,559.00			22,559.00
001-30-308-146-1-5110-317-2305	0.2	PRATA (ROACH)	KRISTIN M	M+30 max	16,426.20	-	16,426.00	650.00		17,076.00
001-30-309-146-1-5110-317-2305	0.4	CASTONGUAY	BRIDGET MARIE	M 5	23,970.00	1,411.20	23,970.00			23,970.00
001-30-310-146-1-5110-317-2305	0.6	CASTONGUAY	BRIDGET MARIE	M 5	35,955.00	2,116.80	35,955.00			35,955.00
001-30-304-147-1-5110-317-2305	0.4	NICHOLSON	WILLIAM	M+30 9	28,936.80	1,297.20	28,937.00			28,937.00
001-30-305-147-1-5110-317-2305	1	DANIELS	JEFFREY	M 2	52,503.00	1,964.00	52,503.00			52,503.00
001-30-305-147-1-5110-317-2305	1	TAYLOR	JEFF	M+30 12	77,765.00	1,848.00	77,765.00			77,765.00
001-30-306-147-1-5110-317-2305	0.4	BIGELOW	BRYAN	B 8	24,462.80	1,288.80	24,463.00			24,463.00
001-30-306-147-1-5110-317-2305	0.2	GELFON	SAMANTHA	B 5	10,793.20	685.40	10,793.00			10,793.00
001-30-307-147-1-5110-317-2305	0.7	GELFON	SAMANTHA	B 5	37,776.20	2,398.90	37,776.00			37,776.00
001-30-308-147-1-5110-317-2305	0.6	BIGELOW	BRYAN	B 8	36,694.20	1,933.20	36,694.00			36,694.00
001-30-309-147-1-5110-317-2305	0.4	KIRBY	HEATHER	M max	30,656.40	-	30,656.00			30,656.00
001-30-310-147-1-5110-317-2305	0.6	KIRBY	HEATHER	M max	45,984.60	-	45,985.00			45,985.00
001-30-304-148-1-5110-317-2305	0.4	KOBIERSKI	LINDA	D max	36,141.20	437.60	36,141.00		10,737.40	46,878.40
001-30-304-148-1-5110-317-2305	0.6	KOBIERSKI	LINDA	D max	54,211.80	656.40	54,212.00			54,212.00
001-30-304-148-1-5110-317-2305	1	BRAGAN	AMANDA	B 5	53,966.00	3,427.00	53,966.00			53,966.00
001-30-304-148-1-5110-317-2305	1	CARUCCI	CHRISTOPHER	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-148-1-5110-317-2305	1	CASALI (LOGUE)	CHRISTINE	B 5	53,966.00	3,427.00	53,966.00			53,966.00
001-30-304-148-1-5110-317-2305	1	NORRMAN	MARK	B 7	57,935.00	1,980.00	57,935.00			57,935.00
001-30-304-148-1-5110-317-2305	1	PETTEY	CAROLYN	D 11	80,955.00	1,165.00	80,955.00			80,955.00
001-30-304-148-1-5110-317-2305	1	SAMP	LYNDA M	M max	76,641.00	-	76,641.00	1,300.00		77,941.00
001-30-304-148-1-5110-317-2305	1	SPRINGER	FREDERICK H	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-148-1-5110-317-2305	1	TREANNIE	ANGELA	B 4	50,539.00	1,950.00	50,539.00			50,539.00
001-30-305-148-1-5110-317-2305	1	BELGE	MARY	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-148-1-5110-317-2305	1	BLOCH (DAIGNEAUL)	JENNIFER	M 2	52,503.00	1,964.00	52,503.00			52,503.00
001-30-305-148-1-5110-317-2305	1	COUGHLIN	ELISE	M 2	52,503.00	1,964.00	52,503.00			52,503.00
001-30-305-148-1-5110-317-2305	1	JONES	KAREN E	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-148-1-5110-317-2305	on lv	MACHINIST	ALICE	M+60 max	-	-	-			-
001-30-305-148-1-5110-317-2305	1	Repl. Alice Machinist		M 5	59,925.00	-	59,925.00			59,925.00
001-30-305-148-1-5110-317-2305	1	NERBOSO	PHILIP	M 5	59,925.00	3,528.00	59,925.00			59,925.00
001-30-305-148-1-5110-317-2305	1	PAGNOTTA (WHALE)	SHELLY	M+30 10	73,399.00	1,057.00	73,399.00			73,399.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014 STEP	FY 2014 Step Rate	Step Increase AMOUNT	FY 2014 Projection	FY 2014 Longevity	FY 2014 Stipend	TOTAL PROJECTION
001-30-315-149-1-5110-317-2315	0.4	MORTON	ANDREW	M 12	30,219.60	1,255.60	30,220.00		10,190.00	40,410.00
001-30-304-149-1-5110-317-2305	0.6	MORTON	ANDREW	M 12	45,329.40	1,883.40	45,329.00			45,329.00
001-30-304-149-1-5110-317-2305	1	COMEAU	KEITH	M 10	70,693.00	2,341.00	70,693.00			70,693.00
001-30-304-149-1-5110-317-2305	1	DUDLEY	RACHEL	M max	76,641.00	1,092.00	76,641.00			76,641.00
001-30-304-149-1-5110-317-2305	1	DWYER	TIMOTHY	M+60 13	83,103.00	1,980.00	83,103.00			83,103.00
001-30-304-149-1-5110-317-2305	1	LYDON	KEVIN	M+30 10	73,399.00	1,057.00	73,399.00			73,399.00
001-30-304-149-1-5110-317-2305	1	LYDON (MASTROIAN	AMY	M+30 10	73,399.00	1,057.00	73,399.00			73,399.00
001-30-304-149-1-5110-317-2305	1	MELOSKI	DEIRDRE	B max	69,782.00	-	69,782.00	1,600.00		71,382.00
001-30-304-149-1-5110-317-2305	1	SPIRO (LUGAS)	MICHELE	M+30 max	82,131.00	-	82,131.00			82,131.00
001-30-304-149-1-5110-317-2305	1	TUCCI (BRITT)	LAURA TERRY	M 7	63,908.00	1,991.00	63,908.00			63,908.00
001-30-305-149-1-5110-317-2305	1	KING	DANIEL	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-305-149-1-5110-317-2305	1	MEGAN	DANIEL	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-149-1-5110-317-2305	1	RANDALL (FARRAR)	KIMBERLY	M 12	75,549.00	3,139.00	75,549.00			75,549.00
001-30-305-149-1-5110-317-2305	1	THOMPSON	LAUREN	M 4	56,397.00	1,950.00	56,397.00			56,397.00
001-30-305-149-1-5110-317-2305	1	WALLIN	LISA	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-305-149-1-5110-317-2305	1	WARREN	MICHAEL D	M+30 max	82,131.00	-	82,131.00	1,300.00		83,431.00
001-30-315-153-1-5110-317-2315	0.4	REILLEY	ALISON M	M+30 12	31,106.00	739.20	31,106.00		9,642.60	40,748.60
001-30-304-153-1-5110-317-2305	0.6	REILLEY	ALISON M	M+30 12	46,659.00	1,108.80	46,659.00			46,659.00
001-30-304-153-1-5110-317-2305	0.6	BEAUCHESNE	BETHANY	B 2	28,278.60	880.20	28,279.00			28,279.00
001-30-304-153-1-5110-317-2305	1	DRAKE	MARY	M+60 max	87,603.00	-	87,603.00	1,300.00		88,903.00
001-30-304-153-1-5110-317-2305	1	GAMEL	CHRISTINA	M 8	67,370.00	3,462.00	67,370.00			67,370.00
001-30-304-153-1-5110-317-2305	1	HELLMAN	ELIZABETH	M 4	56,397.00	1,950.00	56,397.00			56,397.00
001-30-304-153-1-5110-317-2305	1	O'REGAN	KATELYN	B 6	55,955.00	1,989.00	55,955.00			55,955.00
001-30-304-153-1-5110-317-2305	1	SILVERBERG	ADAM	M 4	56,397.00	1,950.00	56,397.00			56,397.00
001-30-305-153-1-5110-317-2305	1	FARRELL	CHRISTINE	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-153-1-5110-317-2305		FARRY	ANNIE	M 6	-	-	-			-
001-30-305-153-1-5110-317-2305	1	LOTHROP	MAUREEN	M 7	63,908.00	1,991.00	63,908.00			63,908.00
001-30-305-153-1-5110-317-2305	1	NADEAU	CHRISTOPHER	B 9	62,045.00	888.00	62,045.00			62,045.00
001-30-305-153-1-5110-317-2305	1	SANTOS (BIRD)	ELIZABETH	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-305-153-1-5110-317-2305	1	SPARROW	MARIA MIGUEL	M+30 8	69,099.00	2,710.00	69,099.00			69,099.00
001-30-305-153-1-5110-317-2305	1	SUTTON	ARIELLE F	M 5	59,925.00	3,528.00	59,925.00			59,925.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014 STEP	FY 2014 Step Rate	Step Increase AMOUNT	FY 2014 Projection	FY 2014 Longevity	FY 2014 Stipend	TOTAL PROJECTION
001-30-304-265-1-5110-317-2710	on lv	ANDREW (BENEVIDI)	ANDREA J	M+30 11	-	-	-			
001-30-304-265-1-5110-317-2710	1	Replace Andrea Andrew		M 5	59,925.00	-	59,925.00		2,140.50	62,065.50
001-30-304-265-1-5110-317-2710	1	GEARY	TIMOTHY	M max	76,641.00	-	76,641.00		2,140.50	78,781.50
001-30-304-265-1-5110-317-2710	1	McGRANN	CYNTHIA	M max	76,641.00	-	76,641.00		2,140.50	78,781.50
001-30-304-265-1-5110-317-2710	1	WOLFSON	ROSS	M+60 11	78,427.00	1,130.00	78,427.00		2,140.50	80,567.50
001-30-305-265-1-5110-317-2710	1	PEDERSEN (FRITZ)	ELIZABETH	M 8	67,370.00	3,462.00	67,370.00		2,140.50	69,510.50
001-30-305-265-1-5110-317-2710	1	QUARANTO	KEVIN	M 12	75,549.00	3,139.00	75,549.00		2,140.50	77,689.50
001-30-304-280-1-5110-317-2340	1	JOHNSON	ALICE	M max	76,641.00	-	76,641.00			76,641.00
001-30-305-280-1-5110-317-2340	1	METZGER	KELLY	M max	76,641.00	1,092.00	76,641.00			76,641.00
001-30-306-280-1-5110-317-2340	1	GARLAND	WENDY	M+30 9	72,342.00	3,243.00	72,342.00			72,342.00
001-30-307-280-1-5110-317-2340	1	TANNETTA	MAUREEN	M+30 13	81,036.00	3,271.00	81,036.00			81,036.00
001-30-308-280-1-5110-317-2340	1	NELS	MEGHAN CAREY	M+30 7	66,389.00	1,980.00	66,389.00			66,389.00
001-30-309-280-1-5110-317-2340	1	MAYYASI	INGRID	M+30 4	58,836.00	1,949.00	58,836.00			58,836.00
001-30-304-358-1-5110-317-2310	1	BALL (CHASE)	MEGGIN	M+30 6	64,409.00	1,992.00	64,409.00			64,409.00
001-30-304-358-1-5110-317-2310	0.8	HARRINGTON	CAITLIN	B 5	43,172.80	2,741.60	43,173.00			43,173.00
001-30-304-358-1-5110-317-2310	0.8	REGONLINSKI	JOSEPH J	B 8	48,925.60	2,577.60	48,926.00			48,926.00
001-30-304-355-1-5110-317-2310	1	AMATO	ELIZABETH	M 5	59,925.00	3,528.00	59,925.00			59,925.00
001-30-304-355-1-5110-317-2310		ARMSTRONG	MEGHAN	M 6	-	-	-			-
001-30-304-355-1-5110-317-2310	1	BRUNSTROM	BETH-ANN	M 7	63,908.00	1,991.00	63,908.00			63,908.00
001-30-304-355-1-5110-317-2310	1	CITRON	DIANE	B 5	53,966.00	3,427.00	53,966.00			53,966.00
001-30-304-355-1-5110-317-2310	1	CONNOLLY (O'CALL)	STACEY	M max	76,641.00	-	76,641.00	1,300.00		77,941.00
001-30-304-355-1-5110-317-2310	1	KOTTHAUS-BUCKLEY	TAMMY	M 7	63,908.00	1,991.00	63,908.00			63,908.00
001-30-304-355-1-5110-317-2310	1	WESCHROB	WILLIAM S	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-355-1-5110-317-2320	1	SIMON	DOUGLAS	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-355-1-5110-317-2710	1	MONAGHAN	MICHAEL	M max	76,641.00	-	76,641.00			76,641.00
001-30-304-355-1-5110-317-2800	1	VAIL	ELIZABETH	M+30 4	58,836.00	1,949.00	58,836.00			58,836.00
001-30-304-355-1-5110-317-2800	1	WEAGRAFF	ASHLEY	M+30 4	58,836.00	1,949.00	58,836.00			58,836.00
001-30-305-355-1-5110-317-2310	1	BRADLEY	SAMANTHA	M+30 8	69,099.00	2,710.00	69,099.00			69,099.00
001-30-305-355-1-5110-317-2310	1	BUTTERS (CRONIN)	LAUREN M.	M+60 11	78,427.00	1,130.00	78,427.00			78,427.00
001-30-305-355-1-5110-317-2310	1	BYRNE	MARY C	M 7	63,908.00	1,991.00	63,908.00			63,908.00
001-30-305-355-1-5110-317-2310	1	CALDWELL	JENNA	M 2	52,503.00	1,964.00	52,503.00			52,503.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014 STEP	FY 2014 Step Rate	Step Increase AMOUNT	FY 2014 Projection	FY 2014 Longevity	FY 2014 Stipend	TOTAL PROJECTION
001-30-305-355-1-5110-317-2310	1	COPPOLA	MICHAEL	B max	69,782.00	-	69,782.00	1,300.00		71,082.00
001-30-305-355-1-5110-317-2310	1	CRONIN	PATRICIA	M max	76,641.00	-	76,641.00	1,500.00		78,141.00
001-30-305-355-1-5110-317-2310	1	GILLIS	EILEEN M.	M+30 max	82,131.00	1,095.00	82,131.00			82,131.00
001-30-305-355-1-5110-317-2310	1	JORDAN	COLLEEN	M+30 max	82,131.00	-	82,131.00			82,131.00
001-30-305-355-1-5110-317-2310	1	McLAUGHLIN	EILEEN	M 11	72,410.00	1,717.00	72,410.00			72,410.00
001-30-305-355-1-5110-317-2320	1	BERNSTEIN	SHARON	M+30 max	82,131.00	-	82,131.00	1,400.00		83,531.00
001-30-305-355-1-5110-317-2800	1	SALTZBERG	LEE	D max	90,353.00	-	90,353.00	1,400.00		91,753.00
001-30-305-355-1-5110-317-2800	1	New Position - MS Psychologist		M 5	59,925.00	-	59,925.00			59,925.00
001-30-306-355-1-5110-317-2310	1	CANTY (JOYCE)	MICHELLE	M+60 14	86,510.00	3,407.00	86,510.00			86,510.00
001-30-306-355-1-5110-317-2310	1	COPPOLA	NANCY	M+60 max	87,603.00	-	87,603.00	1,300.00		88,903.00
001-30-306-355-1-5110-317-2310	1	DEROSA	DENISE	M+30 3	56,887.00	1,949.00	56,887.00			56,887.00
001-30-306-355-1-5110-317-2310	0.5	HAUSMAN	SARAH	M 7	31,954.00	995.50	31,954.00			31,954.00
001-30-306-355-1-5110-317-2310	1	HOYT	STEPHANIE	M+30 13	81,036.00	3,271.00	81,036.00			81,036.00
001-30-306-355-1-5110-317-2310	1	MANCINELLI	LOUIS	M 8	67,370.00	3,462.00	67,370.00			67,370.00
001-30-306-355-1-5110-317-2310	1	TEDESCHI	ALISSA	M 3	54,447.00	1,944.00	54,447.00			54,447.00
001-30-306-355-1-5110-317-2710	1	WELCH	KELLY	M+30 13	81,036.00	3,271.00	81,036.00			81,036.00
001-30-306-355-1-5110-317-2710	1	WHITE	ELIZABETH	M+30 max	82,131.00	1,095.00	82,131.00			82,131.00
001-30-307-355-1-5110-317-2310	1	BAUN	PHILIP	M 3	54,447.00	1,944.00	54,447.00			54,447.00
001-30-307-355-1-5110-317-2310	1	BEARFIELD	PATRICIA	M+30 max	82,131.00	-	82,131.00	1,300.00		83,431.00
001-30-307-355-1-5110-317-2310	1	CARUSO (LOUGHRA	ELISABETH	M 8	67,370.00	3,462.00	67,370.00			67,370.00
001-30-307-355-1-5110-317-2310	1	SPADONI	NICOLE	M 2	52,503.00	1,964.00	52,503.00			52,503.00
001-30-307-355-1-5110-317-2310	1	ST. CLAIR (DIMASCI	CYNTHIA	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-307-355-1-5110-317-2320	1	HAGOPIAN (Goncalv	REBECCA	M 10	70,693.00	2,341.00	70,693.00			70,693.00
001-30-307-355-1-5110-317-2710	1	FAHEY (CHMURA)	KERRI	M+60 max	87,603.00	-	87,603.00			87,603.00
001-30-308-355-1-5110-317-2310	1	FINNERTY (RUDOLP	HEATHER	M+30 11	75,917.00	2,518.00	75,917.00			75,917.00
001-30-308-355-1-5110-317-2310	1	HUME (JOHNSTON)	ANDREA	M+60 max	87,603.00	1,093.00	87,603.00			87,603.00
001-30-308-355-1-5110-317-2310	1	OGRODNIK	MARTHA	M+60 max	87,603.00	-	87,603.00	1,400.00		89,003.00
001-30-308-355-1-5110-317-2310	0.5	O'LEARY-BARLOW	CHRISTINE	B 8	30,578.50	1,611.00	30,579.00			30,579.00
001-30-308-355-1-5110-317-2320	1	ALVES (MILLLS)	JENNIFER M	M+30 9	72,342.00	3,243.00	72,342.00			72,342.00
001-30-308-355-1-5110-317-2710	1	DENOBLE	PATRICIA H	M+60 max	87,603.00	-	87,603.00	1,300.00		88,903.00
001-30-309-355-1-5110-317-2310	0.5	ANDREWS	LARA	M 3	54,447.00	1,944.00	54,447.00			54,447.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014	FY 2014	Step Increase AMOUNT	FY 2014	FY 2014	FY 2014	TOTAL
				STEP	Step Rate		Projection	Longevity	Stipend	
001-30-309-355-1-5110-317-2310	1	HICKEY	JOHN S	M+30 max	82,131.00	-	82,131.00	1,300.00		83,431.00
001-30-309-355-1-5110-317-2310	1	POLITO	MARGUERITE E	M+60 max	87,603.00	-	87,603.00	1,300.00		88,903.00
001-30-309-355-1-5110-317-2310	1	SCHLUSSEL	JENNIFER	M+30 4	58,836.00	1,949.00	58,836.00			58,836.00
001-30-309-355-1-5110-317-2310	1	STANTON	LISA	B 7	57,935.00	1,980.00	57,935.00			57,935.00
001-30-309-355-1-5110-317-2320	1	DIXON	CAROL H	M+60 max	87,603.00	-	87,603.00	1,400.00		89,003.00
001-30-309-355-1-5110-317-2710	1	GOLDBERG-SHEEHY	ELAINE	M+60 max	87,603.00	-	87,603.00			87,603.00
001-30-310-355-1-5110-317-2310	0.6	BOENSEL (EAVES)	SUSAN	B max	41,869.20	-	41,869.00			41,869.00
001-30-310-355-1-5110-317-2310	0.5	GUIDOBONI	JENNIFER	M max	38,320.50	-	38,321.00	700.00		39,021.00
001-30-310-355-1-5110-317-2310	1	KANT (SWANTON)	LYNETTE	M 9	68,352.00	982.00	68,352.00			68,352.00
001-30-310-355-1-5110-317-2310	1	LALLY	JULIE	M+60 8	71,587.00	2,718.00	71,587.00			71,587.00
001-30-310-355-1-5110-317-2310	0.5	NEWTON	AILEEN	M max	38,320.50	-	38,321.00			38,321.00
001-30-310-355-1-5110-317-2310	1	SACOCO	MAUREEN	M+30 max	82,131.00	1,095.00	82,131.00			82,131.00
001-30-310-355-1-5110-317-2310	1	ST. JEAN	SHAWNA	M 3	54,447.00	1,944.00	54,447.00			54,447.00
001-30-310-355-1-5110-317-2320	1	BRADLEY	CAROLYN	M 6	61,917.00	1,992.00	61,917.00			61,917.00
001-30-310-355-1-5110-317-2320	0.8	LYDON	LAUREN	B max	55,825.60	-	55,826.00			55,826.00
001-30-315-355-1-5110-317-2310	1	SOUZA	KRISTIN	M 7	63,908.00	1,991.00	63,908.00			63,908.00
001-30-315-355-1-5110-317-2800	1	COLTIN	ALEXANDRA	M+30 5	62,417.00	3,581.00	62,417.00			62,417.00
001-30-315-355-1-5110-317-2320	1	BESSETTE	SHEILA	M+30 max+10 c	86,633.80	-	86,634.00			86,634.00
001-30-315-355-1-5110-317-2315	0.7	BECKER	MEREDITH	M+60 max	60,408.40	-	60,408.00			60,408.00
<b>TOTAL - Teachers</b>					18,915,691.10	366,061.90	18,915,697.00	73,600.00	75,077.80	19,064,374.80
001-30-315-275-1-5110-321-3200	1	ANTONUCCIO	MARIA	DN step max	70,932.26	-	70,932.00	1,300.00		72,232.00
001-30-315-275-1-5110-321-3200	1	BENNETT	SHEILA	DN step max	70,932.26	-	70,932.00			70,932.00
001-30-315-275-1-5110-321-3200	1	BYRNE	JUDY	RN step max	69,670.80	-	69,671.00			69,671.00
001-30-315-275-1-5110-321-3200	1	HEALY	SUSAN	DN step max	70,932.26	-	70,932.00			70,932.00
001-30-315-275-1-5110-321-3200	1	KELLEY	GAIL	DN step max	70,932.26	-	70,932.00		4,592.70	75,524.70
001-30-315-275-1-5110-321-3200	1	KELLY	GERALDINE	RN step max	69,670.80	-	69,671.00	1,300.00		70,971.00
001-30-315-275-1-5110-321-3200	1	LAURINO	CAROLYN	RN step 4	50,431.80	1,945.53	50,432.00			50,432.00

NWS Account#	FTE	LAST NAME	FIRST NAME	FY 2014 STEP	FY 2014 Step Rate	Step Increase AMOUNT	FY 2014 Projection	FY 2014 Longevity	FY 2014 Stipend	TOTAL PROJECTION
<b>Total - Nurses</b>					473,502.44	1,945.53	473,502.00	2,600.00	4,592.70	480,694.70
<b>GRANTS / REVOLVING</b>										
102-30-014-240-5110-512-2310	1	JOYCE	MARY F	D max	90,353.00	-	90,353.00	1,300.00		91,653.00
102-30-014-240-5110-512-2310	1	MEGAN (SUGRUE)	KATHLEEN M	M+60 max	87,603.00	-	87,603.00	1,300.00		88,903.00
102-30-014-240-5110-512-2310	1	SCHOFIELD	KELLY	M 6	61,917.00	1,992.00	61,917.00			61,917.00
102-30-014-240-5110-512-2320	1	NOONAN	MARY	M max	76,641.00	-	76,641.00	1,300.00		77,941.00
102-30-014-240-5110-512-2320	1	ROCHE (GROSS)	KATHRYN A	M+60 13	83,103.00	1,980.00	83,103.00			83,103.00
102-30-014-240-5110-512-2320	0.8	SULLIVAN	MARION	M max	61,312.80	-	61,313.00	1,300.00		62,613.00
102-30-014-240-5110-512-2320	0.7	WAUGH	MICHELLE	M max	53,648.70	-	53,649.00			53,649.00
102-30-014-240-5110-512-2710	0.5	CALLAHAN	JENNIFER	M 6	30,958.50	996.00	30,959.00			30,959.00
102-30-014-240-5110-512-2710	0.5	MITCHELL (AVERY)	KRISTEN L	M 3	27,223.50	972.00	27,224.00			27,224.00
104-30-014-305-5110-512-2305	1	DICENZO	ERIN	Title I	41,670.20	-	41,670.00			41,670.00
104-30-014-305-5110-512-2305	1	DISANDRO	MARY	Title I	41,670.20	-	41,670.00			41,670.00
104-30-014-305-5110-512-2305	1	FARRY	KAREN	Title I	41,670.20	-	41,670.00			41,670.00
104-30-014-305-5110-512-2305	1	HANLEY	MAUREEN	Title I	41,670.20	-	41,670.00			41,670.00
356-30-310-120-5110-317-2305	0.5	FITZGERALD	COLLEEN	M 4	28,198.50	975.00	28,199.00			28,199.00
356-30-310-120-5110-317-2305	0.5	HUTTON	EMILY BUCHBINDE	M 9	34,176.00	491.00	34,176.00			34,176.00
356-30-310-120-5110-317-2305	0.5	LABOISSONNIERE	AMY	M max	38,320.50	-	38,321.00			38,321.00
356-30-310-120-5110-317-2305	0.5	LYNCH	MARIE	M max	38,320.50	-	38,321.00			38,321.00
356-30-310-120-5110-317-2305	0.5	SULLIVAN	PAUL	M max	38,320.50	-	38,321.00			38,321.00
356-30-310-120-5110-317-2305	0.5	WILDS	MARGARET	M max	38,320.50	-	38,321.00			38,321.00
356-30-310-275-5110-321-3200	1	MOY	JANE	RN step max	69,670.80	-	69,671.00	1,300.00		70,971.00
<b>TOTAL:</b>					39,803,155.68	743,420.86	39,803,170.00	158,900.00	159,341.00	40,121,411.00

SALARIES BUDGET FY 2013-2014									
(excluding unit A)									
NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	Budget Projection FY 2013-14
<b>Central Office</b>									
001-30-301-530-1-5110-311-1210	1	DOE	JUNE M				167,805.00		167,805.00
001-30-301-530-1-5110-312-1220	1	KELLY	CYNTHIA				126,148.80		126,148.80
001-30-315-530-1-5120-319-2357	Mentor	KELLY	CYNTHIA				4,000.00		4,000.00
001-30-301-355-1-5110-314-2110	1	GAUDREAU	KATHY				111,394.50		111,394.50
001-30-301-530-1-5110-313-1410	1	La FRANCESCA	MICHAEL A				108,586.96		108,586.96
001-30-301-430-1-5110-430-1410	stipend	La FRANCESCA	MICHAEL A			10,000.00	-		10,000.00
<b>TOTAL</b>						10,000.00	517,935.26	-	517,935.26
<b>Principals</b>									
001-30-304-530-1-5110-315-2210	1	McCARTHY	RONALD				121,975.00		121,975.00
001-30-305-530-1-5110-315-2210	1	GATELY	BEBRA				111,363.60		111,363.60
001-30-306-530-1-5110-315-2210	1	SULLIVAN	CLARE		Title I grant	4,000.00	100,472.38		100,472.38
001-30-307-530-1-5110-315-2210	1	KIEWLICZ	KATHERINE B				100,418.23		100,418.23
001-30-308-530-1-5110-315-2210	1	ARMSTRONG	HOLLI				104,679.93		104,679.93
001-30-309-530-1-5110-315-2210	1	LUCAS	KRISTA				95,000.00		95,000.00
001-30-310-530-1-5110-315-2210	0.5	HAMMOND	JESSICA				47,765.00		47,765.00
356-30-310-530-5110-315-2210	0.5	HAMMOND	JESSICA				47,765.00		47,765.00
<b>TOTAL</b>						4,000.00	681,674.14	-	681,674.14
<b>Admin. Assistants</b>									
001-30-301-530-1-5110/5190/5140-	1	JACOBS	PAULA		810.00	3,000.00	61,800.00		65,610.00
001-30-301-530-1-5110/5140-326-1	1	NEILL	PAMELA		890.00		61,923.60		62,813.60
001-30-301-355-1-5191-326-2110	stipend	NEILL	PAMELA			4,120.00			4,120.00
001-30-301-355-1-5110/5140-326-2	1	SANDBORG	VALERIE		890.00		52,530.00		53,420.00
001-30-301-530-1-5110/5140-326-1	1	ROCHE	CAROL A		1,290.00		52,530.00		53,820.00

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
001-30-301-530-1-5110/5140-326-1	1	SUN	LINA		970.00		100,492.26		101,462.26
359-30-315-430-1-5110-354-3300	stipend	ROCHE	CAROL A			6,695.00			6,695.00
<b>TOTAL</b>	<b>5</b>				<b>4,850.00</b>	<b>7,120.00</b>	<b>329,275.86</b>	<b>-</b>	<b>341,245.86</b>
<b>FACILITIES/MAINT.</b>									
001-30-301-430-1-5110-431-1410	1	ALANI	TAISSIR				112,200.00		112,200.00
001-30-301-430-1-5110/5140-432-1	1	LAZDOWSKY	ROGER		1,100.00		58,220.00		59,320.00
<b>SPECIALISTS</b>									
001-30-315-227-1-5110-331-1450	1	DEWAR	MICHAEL				89,489.90		89,489.90
001-30-315-227-1-5110-331-1450	1	SPEARS	JOHN				58,692.84		58,692.84
001-30-315-227-1-5110-331-1450	1	TUCKER	ROBERT				43,268.40		43,268.40
<b>TOTAL</b>	<b>3</b>						<b>191,451.14</b>	<b>-</b>	<b>191,451.14</b>
<b>Tech. Aides</b>									
001-30-315-129-1-5110-332-1450	1	CONTE	IVA	22.58	Tech. 8hrs/day		46,966.40		46,966.40
001-30-315-129-1-5110-332-1450	1	BOWEN	TIM	20.08	Tech. 7hrs/day		27,128.08		27,128.08
001-30-315-129-1-5110-332-1450	1	RASMUSSEN	JOANNE	20.08	Tech. 6hrs/day		23,252.64		23,252.64
<b>TOTAL</b>	<b>3</b>						<b>97,347.12</b>	<b>-</b>	<b>97,347.12</b>
<b>Unit B</b>									
001-30-304-290-1-5120-338-3520	1	BOLDUC	JEFFREY			12,432.00	93,337.00		105,769.00
001-30-304-265-1-5110-316-2710	1	COFFEY-McCORMI	JO-ANNE				88,569.00		88,569.00
001-30-315-128-1-5110/5140-316-1	1	LANGENHORST	DON		900.00		116,152.00		117,052.00
001-30-315-210-1-5110-316-3510	1	PLANSKY	MICHAEL				94,165.00		94,165.00
001-30-304-530-1-5110-316-2210	1	FORREST	JAMES				87,287.00		87,287.00
001-30-304-530-1-5110-316-2210	1	MURRAY	JOHN J				100,517.00		100,517.00
001-30-305-530-1-5110-316-2210	1	FRACZEK	MARGO				95,293.40		95,293.40
001-30-315-355-1-5110-316-2110	1	GOLDSTEIN-FRADI	MARJORIE				103,000.00		103,000.00
<b>TOTAL</b>					<b>900.00</b>	<b>12,432.00</b>	<b>778,320.40</b>	<b>-</b>	<b>791,652.40</b>

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
102-30-013-240-5110-441-2110	1	MULDOON	AMY	M+60 max		GRANT	103,000.00		103,000.00
<b>SECRE. &amp; CLERKS</b>									
001-30-301-530-1-5110/5140-328-1	1	PETTIPAW	GAIL	c1a step 5	890.00		43,579.52		44,469.52
001-30-301-530-1-5110/5140-328-1	0.8	WHITE	TRACY	c3 step 4	810.00		37,646.34		38,456.34
001-30-304-120-1-5110/5140-328-2	0.5	KENNEY	KATHLEEN 44	c1 step 4	890.00		18,552.92		19,442.92
001-30-304-120-1-5110/5140-328-2	1	CATINELLA	MARYBETH 44	c2b step 5	890.00		39,409.61		40,299.61
001-30-304-265-1-5110/5140-328-2	1	GOYETTE	ANN	c2a step 5	1,130.00		46,575.00		47,705.00
001-30-304-530-1-5110-328-2210	1	MALOOF	AMY	c2a step 4	-		43,852.36		43,852.36
001-30-304-530-1-5110/5140-328-2	1	TURCO 5	CHARLENE	c2a step 5	1,050.00		46,575.00		47,625.00
001-30-305-120-1-5110/5140-328-2	1	BECK 5	ROBERTA	c2b step 5	970.00		46,575.00		47,545.00
001-30-305-265/355-1-5110-328-27	1	SCHAUB	CATHERINE	c2a step 4	810.00		43,852.36		44,662.36
001-30-305-530-1-5110/5140-328-2	1	TIMMONS	KATHLEEN	c2a step 4	890.00		43,852.36		44,742.36
001-30-306-530-1-5110/5140-328-2	1	GIANOPOULOS 5	ROSE 44	c2b step 5	1,130.00		39,409.61		40,539.61
001-30-307-530-1-5110/5140-328-2	1	LALOS	DONNA 44	c2b step 4	810.00		37,105.84		37,915.84
001-30-308-530-1-5110/5140-328-2	1	BOUDROW	JEANNE 44	c2b step 5	890.00		39,409.61		40,299.61
001-30-309-530-1-5110/5140-328-2	1	KERRIGAN	CARMEL 44	c2b step 4	810.00		37,105.84		37,915.84
	13.3				11,970.00	-	567,162.62	-	579,132.62
<b>MAINTENANCE PERSONNEL</b>									
001-30-315-430-1-5110-433-4220	1	ALTANBOUR	NEDAL	step 6			61,501.97		61,501.97
001-30-315-430-1-5110-433-4220	1	COPPOLA	RICHARD	step 6			61,501.97		61,501.97
001-30-315-430-1-5110/5140-433-4	1	MacDONALD	STEVEN	step 6	700.00		61,501.97		62,201.97
001-30-315-430-1-5110/5140-433-4	1	OVERKO	DAVID W.	step 6	800.00		61,501.97		62,301.97
<b>TOTAL</b>	52.6				1,500.00	-	246,007.88	-	247,507.88
<b>CUSTODIANS</b>									
001-30-301-430-1-5110-435-4110	1	Repl. Roger	Lazdowsky	step 4			46,089.45		46,089.45

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
001-30-304-430-1-5110/5140-435-4	1	DOWNEY	SCOTT	step 5	800.00		48,558.94		49,358.94
001-30-304-430-1-5110/5140-435-4	1	GARLICK	RONALD	step 4	600.00		46,089.45		46,689.45
001-30-304-430-1-5191-435-4110	stipend	GARLICK	RONALD	stipend		2,080.00			2,080.00
001-30-304-430-1-5110/5140-435-4	1	KAVANAGH	EDWARD	step 5	900.00		48,558.94		49,458.94
001-30-304-430-1-5110-435-4110	1	McCANN	RICHARD	step 4 - 5		05/14/14	46,089.45	379.92	46,469.37
001-30-304-430-1-5110-435-4110	1	PIMENTEL	SUSAN	step 2 - 3		04/01/14	43,742.60	287.02	44,029.62
001-30-304-430-1-5110/5140-435-4	1	WALMSLEY	LOUISE	step 5	1,000.00		48,558.94		49,558.94
001-30-304-430-1-5110/5140-435-4	1	WEIR	KENNETH	step 5	700.00		48,558.94		49,258.94
001-30-305-430-1-5110/5140-435-4	1	EVANS	THOMAS	step 5	600.00		48,558.94		49,158.94
001-30-305-430-1-5110/5140-435-4	1	FOLEY	ROBERT J.	step 5	800.00		48,558.94		49,358.94
001-30-305-430-1-5110/5140-435-4	1	KALTSUNAS	PETER	step 5	600.00		48,558.94		49,158.94
001-30-305-430-1-5110/5140-435-4	1	LAZDOWSKY	DONALD W.	MS senior	1,000.00		52,690.16		53,690.16
001-30-305-430-1-5110/5140-435-4	1	MUCCIACCIO	THOMAS	step 5	600.00		48,558.94		49,158.94
001-30-305-430-1-5110/5140-435-4	1	QUINLAN	WILLIAM	step 5	800.00		48,558.94		49,358.94
001-30-306-430-1-5110/5140-435-4	0.5	BEGIN	KEITH	Step 5	600.00		48,558.94		49,158.94
001-30-306-430-1-5110-435-4110	1	LAZDOWSKY	ROBERT	step 4 - 5	04/08/14		46,089.45	569.88	46,659.33
001-30-306-430-1-5191-435-4110	stipend	LAZDOWSKY	ROBERT	stipend		2,080.00			2,080.00
001-30-306-430-1-5110-435-4110	1	ROGERS	THOMAS	step 5	600.00		48,558.94		49,158.94
001-30-307-430-1-5110-435-4110	1	BEGIN	JOAN	step 5	600.00		48,558.94		49,158.94
001-30-307-430-1-5110-435-4110	1	FEELY, JR.	JOSEPH J.	step 5	1,100.00		48,558.94		49,658.94
001-30-307-430-1-5191-435-4110	stipend	FEELY, JR.	JOSEPH J.	stipend		2,080.00			2,080.00
001-30-308-430-1-5110-435-4110	1	JENKINS	PAUL	step 5	700.00		48,558.94		49,258.94
001-30-308-430-1-5110-435-4110	1	RADZIKOWSKI	PAUL	step 5	600.00		48,558.94		49,158.94
001-30-308-430-1-5191-435-4110	stipend	RADZIKOWSKI	PAUL	stipend		2,080.00			2,080.00
001-30-309-430-1-5110-435-4110	0.5	DONAHUE	BRIAN	step 2 - 3		04/01/14	21,871.30	143.51	22,014.81
001-30-309-430-1-5110-435-4110	1	NORTON	JAMES	step 5	600.00		48,558.94		49,158.94
<b>TOTAL</b>	<b>22</b>				<b>13,200.00</b>	<b>8,320.00</b>	<b>1,079,604.90</b>	<b>1,380.33</b>	<b>1,102,505.23</b>
001-30-315-430-1-5120-439-4210		Summer Maint.					10,244.00		10,244.00
001-30-315-430-1-5130-436-4110		Regular Overtime					20,301.00		20,301.00

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
001-30-315-430-1-5130-437-4110		USP Overtime					14,534.91		14,534.91
001-30-315-430-1-5110-356-3100		MATTHIES	FRED		Attendance Officer		1,827.00		1,827.00
<b>SUBSTITUTES</b>									
001-30-315-530-1-5110-334-1410		MacDONALD	MICHELLE	(\$10.00/hr)			8,000.00		8,000.00
001-30-304-120-1-5120-334-2325		HS Subs Reg.					55,470.00		55,470.00
001-30-305-120-1-5120-334-2325		MS Subs Reg.					42,157.00		42,157.00
001-30-306-120-1-5120-334-2325		Avery Subs Reg.					26,260.00		26,260.00
001-30-307-120-1-5120-334-2325		Greenlodge Subs Reg.					26,260.00		26,260.00
001-30-308-120-1-5120-334-2325		Oakdale Subs Reg.					26,260.00		26,260.00
001-30-309-120-1-5120-334-2325		Riverdale Subs Reg.					26,260.00		26,260.00
001-30-310-120-1-5120-334-2325		ECEC Subs Reg.					23,556.00		23,556.00
<b>TOTAL</b>							<b>234,223.00</b>	<b>-</b>	<b>234,223.00</b>
<b>FY 2014 projected for 195 days (including two snows days)</b>									
<b>Teacher Assistants</b>		<b>AIDES</b>							
001-30-306-120-1-5110-332-2330	1	ZAHKA	ALEXANDRA	TA			24,428.56		24,428.56
001-30-307-120-1-5110/5140-332-2	1	TORCHIO	MARY	TA		375.00	24,428.56		24,803.56
001-30-308-120-1-5110-332-2330	1	MAROTTA (MENZ)	MICHAELINE	TA			24,428.56		24,428.56
001-30-309-120-1-5110-332-2330	1	JOYCE (DENNEHY)	CAITLIN	TA			24,428.56		24,428.56
<b>Classroom Aides</b>									
001-30-304-280-1-5110/5140-332-2	1	CLINTON	ELLEN		14.32	60	475.00	16,754.40	17,229.40
001-30-305-280-1-5110/5140-332-2	0.67	HOWDY	ANNEMARIE		14.32	40	475.00	11,169.60	11,644.60
001-30-310-120-1-5110-332-2330	1	CONNOLLY	SHARON		14.32	55		15,358.20	15,358.20
001-30-310-120-1-5110/5140-332-2	1	D'AMICO	MAUREEN		16.52	55	475.00	17,717.70	18,192.70
001-30-310-120-1-5110/5140-332-2	1	LAMBRECHT	CYNTHIA		14.32	55	375.00	15,358.20	15,733.20
001-30-310-120-1-5110/5140-332-2	1	McGUIRE	LILLIAN		14.32	55	475.00	15,358.20	15,833.20
001-30-310-120-1-5110/5140-332-2	1	SHRUHAN	PAUL		14.32	55	475.00	15,358.20	15,833.20
001-30-310-120-1-5110/5140-332-2	1	SULLIVAN	CHRISTINE		14.32	55	475.00	15,358.20	15,833.20

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
001-30-310-120-1-5110/5140-332-2	1	VERROCCHI	EILEEN	14.32	55	375.00	15,358.20		15,733.20
<b>SPED Aides</b>									
001-30-309-355-1-5110-332-2320	1	CANTOR	HELENE	50.00/hr	OT		34,362.00		34,362.00
001-30-310-355-1-5110-332-2320	0	CANTOR	HELENE	50.00/hr	OT				-
001-30-310-355-1-5110-332-2330	0.6	BARDEEN	MARY E	14.32	35		9,451.20		9,451.20
001-30-310-355-1-5110-332-2330	1	BEAN	JENNIFER	16.52	55		17,717.70		17,717.70
001-30-310-355-1-5110-332-2330	1	DIMARTINO	DONNA	14.32	50		13,962.00		13,962.00
001-30-310-355-1-5110-332-2330	0.5	GODOMSKI	MAUREEN	16.52	27.5		8,858.85		8,858.85
001-30-310-355-1-5110-332-2330	1	FAY	LAUREN	14.32	55		15,358.20		15,358.20
001-30-310-355-1-5110-332-2330	1	GILARDE	DENISE	14.32	55		15,358.20		15,358.20
001-30-310-355-1-5110/5140-332-2	1	HARRINGTON	SHARON	14.32	55	375.00	15,358.20		15,733.20
001-30-310-355-1-5110-332-2330	1	HLADICK	ROBYN	14.32	55		15,358.20		15,358.20
001-30-310-355-1-5110-332-2330	1	KARAM	SALIMA	14.32	55		15,358.20		15,358.20
001-30-310-355-1-5110/5140-332-2	1	LYNCH	NORA	16.52	55	375.00	17,717.70		18,092.70
001-30-310-355-1-5110-332-2330	1	MESSINA	KARRYNE	16.52	55		17,717.70		17,717.70
001-30-310-355-1-5110-332-2330	1	ROBERTS	CAITLIN	14.32	55		15,358.20		15,358.20
001-30-304-355-1-5110-332-2330	1	BONN	BRENDAN	14.32	60		16,754.40		16,754.40
001-30-304-355-1-5110-332-2330	1	CARBERRY	ANNE	14.32	60		16,754.40		16,754.40
001-30-304-355-1-5110-332-2330	1	CHASE	ZACHARY	14.32	60		16,754.40		16,754.40
001-30-304-355-1-5110-332-2330	1	FOLEY	MARIE	16.52	60		19,328.40		19,328.40
001-30-304-355-1-5110-332-2330	1	KOFFMAN	JESSIE	14.32	60		16,754.40		16,754.40
001-30-304-355-1-5110-332-2330	1	LEONARD	KEVIN	16.52	60		19,328.40		19,328.40
001-30-304-355-1-5110-332-2330	1	MacDONALD	STEPHEN	16.52	60		19,328.40		19,328.40
001-30-304-355-1-5110/5140-332-2	1	MOULTON	SCOTT	16.52	60	475.00	19,328.40		19,803.40
001-30-304-355-1-5110-332-2330	1	SULLIVAN	VIRGINIA COSTA	16.52	60		19,328.40		19,328.40
001-30-304-355-1-5110-332-2330	1	THEOBALD	MERRILL	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	ADAMS	ASHLEY	16.52	60		19,328.40		19,328.40
001-30-305-355-1-5110-332-2330	1	JOSEPH	FRANCOIS	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	BROWN-PORACK	JENNIFER	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	CALDERONE	TERESA	14.32	60		16,754.40		16,754.40

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
001-30-305-355-1-5110/5140-332-2	1	DEMERS	CAROLYN	14.32	60	375.00	16,754.40		17,129.40
001-30-305-355-1-5110-332-2330	1	FRAIOLI	CHRISTOPHER	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	HIGGINS	MEG	14.32	80		22,339.20		22,339.20
001-30-305-355-1-5110-332-2330	1	KUNDY	NANCY	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	LANNQUIST	ERIC	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	LEARNED	JENNIFER	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	LYONS	KATIE	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110/5140-332-2	1	MAHONEY	MARY	14.32	60	375.00	16,754.40		17,129.40
001-30-305-355-1-5110-332-2330	1	McCLAIN	KATHLEEN	16.52	60		19,328.40		19,328.40
001-30-305-355-1-5110-332-2330	1	MELTZER	JANE	16.52	60		19,328.40		19,328.40
001-30-305-355-1-5110-332-2330	1	MURPHY	KEVIN	16.52	60		19,328.40		19,328.40
001-30-305-355-1-5110-332-2330	1	PODOLSKI	KEVIN	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	ROSSETTI	JOANNE	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	ST. BERNARD	MICHAEL	14.32	60		16,754.40		16,754.40
001-30-305-355-1-5110-332-2330	1	WARREN	JULIANNE	16.52	60		19,328.40		19,328.40
001-30-306-355-1-5110-332-2330	1	CHABOUDY	LISA B	16.52	60		19,328.40		19,328.40
001-30-306-355-1-5110-332-2330	1	CLAPP	JESSICA	14.32	50		13,962.00		13,962.00
001-30-306-355-1-5110-332-2330	1	CORNETTA	ERIKA	16.52	50		16,107.00		16,107.00
001-30-306-355-1-5110-332-2330	1	DILLEY	KYLE	14.32	60		16,754.40		16,754.40
001-30-306-355-1-5110/5140-332-2	1	DONOVAN	JOAN	14.32	50	375.00	13,962.00		14,337.00
001-30-306-355-1-5110/5140-332-2	1	FISH	CHERYL	14.32	50	375.00	13,962.00		14,337.00
001-30-306-355-1-5110-332-2330	res'd	GAROFALO	CHRISTINA	16.52	0	res'd 12/22/12	-		-
001-30-306-355-1-5110-332-2330	1	Repl. Christina Garofalo		16.52	60		19,328.40		19,328.40
001-30-306-355-1-5110-332-2330	1	McLAUGHLIN	AIMEE	16.52	60		19,328.40		19,328.40
001-30-306-355-1-5110/5140-332-2	1	MURPHY	DEBRA	14.32	50	375.00	13,962.00		14,337.00
001-30-306-355-1-5110/5140-332-2	1	PHINNEY	LAURIE	14.32	60	375.00	16,754.40		17,129.40
001-30-306-355-1-5110-332-2330	1	TIMMINS	MEGHAN	14.32	60		16,754.40		16,754.40
001-30-306-355-1-5110-332-2330	1	STIPO	JACQUELINE	14.32	60		16,754.40		16,754.40
001-30-307-355-1-5110-332-2330	1	BLANCHARD	MICHELLE	16.52	60		19,328.40		19,328.40
001-30-307-355-1-5110-332-2330	1	CONDON	ELIZABETH	16.52	60		19,328.40		19,328.40

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
001-30-307-355-1-5110-332-2330	1	CROWLEY	JESSICA	16.52	50		16,107.00		16,107.00
001-30-307-355-1-5110-332-2330	1	DOLDT	JULIA	16.52	60		19,328.40		19,328.40
001-30-307-355-1-5110-332-2330	1	GIANNANGELO	KAREN	16.52	50		16,107.00		16,107.00
001-30-307-355-1-5110-332-2330	1	HARRISON	SHIRLEY	16.52	60		19,328.40		19,328.40
001-30-307-355-1-5110-332-2330	1	KELLY	PAMELA	16.52	50		16,107.00		16,107.00
001-30-307-355-1-5110-332-2330	1	GIBSON	MARY KATE	14.32	60		16,754.40		16,754.40
001-30-307-355-1-5110/5140-332-2	1	MORTALI	CYNTHIA	14.32	60	375.00	16,754.40		17,129.40
001-30-307-355-1-5110-332-2330	1	REAGAN	MARGARET	16.52	60		19,328.40		19,328.40
001-30-307-355-1-5110-332-2330	1	Repl. Ashley Sarro		16.52	60		19,328.40		19,328.40
001-30-307-355-1-5110-332-2330	1	TRAUSCH	MOLLY	16.52	60		19,328.40		19,328.40
001-30-308-355-1-5110-332-2330	1	LARSON	ANDREA	16.52	50		16,107.00		16,107.00
001-30-308-355-1-5110/5140-332-2	1	LATORELLA	JOETTE	16.52	60	375.00	19,328.40		19,703.40
001-30-308-355-1-5110-332-2330	1	PARIS	KAITLYN	14.32	50		13,962.00		13,962.00
001-30-309-355-1-5110-332-2330	1	HERISSE	CHARLINE	14.32	60		16,754.40		16,754.40
001-30-309-355-1-5110-332-2330	1	CARUSO	HEATHER	14.32	60		16,754.40		16,754.40
001-30-309-355-1-5110-332-2330	1	COBB	CLAIRE	14.32	60		16,754.40		16,754.40
001-30-309-355-1-5110-332-2330	1	DER MARDEROSIA	ERICKA	16.52	50		16,107.00		16,107.00
001-30-309-355-1-5110-332-2330	1	KILDUFF	SUSAN	16.52	50		16,107.00		16,107.00
001-30-309-355-1-5110-332-2330	1	LEVY	ALISON	16.52	60		19,328.40		19,328.40
001-30-309-355-1-5110-332-2330	1	McGIBBON	GINNY	16.52	50		16,107.00		16,107.00
001-30-309-355-1-5110-332-2330	1	O'KEEFE	ELLEN	14.32	60		16,754.40		16,754.40
001-30-309-355-1-5110-332-2330	1	RUGGIERO	LAUREN	16.52	50		16,107.00		16,107.00
001-30-309-355-1-5110-332-2330	1	SANCES	PAUL	14.32	60		16,754.40		16,754.40
001-30-309-355-1-5110-332-2330	1	VERROCCHI	BRIANNA	16.52	60		19,328.40		19,328.40
001-30-309-355-1-5110-332-2330	1	VICENTE	PAMELA	14.32	60		16,754.40		16,754.40
<b>TOTAL</b>	<b>92.77</b>					<b>8,200.00</b>	<b>1,631,738.89</b>	<b>-</b>	<b>1,639,938.89</b>
<b>LUNCH AIDES</b>									
001-30-306-430-1-5120-343-3400		Avery					4,896.00		4,896.00

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
001-30-307-430-1-5120-343-3400		Greenlodge	(two aides for each school, working one hour				4,896.00		4,896.00
001-30-308-430-1-5120-343-3400		Oakdale	per day for 180 days at the rate of \$12.55/hr)				4,896.00		4,896.00
001-30-309-430-1-5120-343-3400		Riverdale					4,896.00		4,896.00
<b>TOTAL</b>							19,584.00	-	19,584.00
<b>TRAFFIC DIRECTORS 15.06/hr</b>								Hlth Add-on	
001-30-315-430-1-5110/5140-355-5	1	ALDERMAN	GAIL	10/wk	100.00		6,388.45		6,488.45
001-30-315-430-1-5110-355-5550	sub	ANDERSON	LESLIE	sub			580.00		580.00
001-30-315-430-1-5110-355-5550	1	ANDRE	DIANNA	7.5/wk			4,791.34		4,791.34
001-30-315-430-1-5110-355-5550	sub	CAREW	ROBIN	sub Town			580.00		580.00
001-30-315-430-1-5110/5140-355-5	1	DENNEHY	PATRICIA	7.5/wk	115.00		4,791.34		4,906.34
001-30-315-430-1-5110-355-5550	sub	DESMOND	ROBERT	sub			580.00		580.00
001-30-315-430-1-5110/5140-355-5	1	DONOVAN	CAROL	8.75/wk	100.00		5,589.90		5,689.90
001-30-315-430-1-5110-355-5550	sub	FONTANA	HELENA	sub			580.00		580.00
001-30-315-430-1-5110/5140-355-5	1	GUSTAVSON	BEVERLY	15/wk	200.00		9,582.68	420.00	10,202.68
001-30-315-430-1-5110/5140-355-5	1	KING	BARBARA	7.5/wk	100.00		4,791.34		4,891.34
001-30-315-430-1-5110/5140-355-5	1	KOWALCZYK	DONNA	7.5/wk	100.00		4,791.34		4,891.34
001-30-315-430-1-5110/5140-355-5	1	LECLAIR	LORRAINE	15.75/wk	200.00		10,061.81	630.00	10,891.81
001-30-315-430-1-5110-355-5550	1	LECLAIR	PAUL	7.5/wk			4,791.34		4,791.34
001-30-315-430-1-5110-355-5550	1	LEONARD	MAUREEN	7.5/wk	100.00		4,791.34		4,891.34
001-30-315-430-1-5110-355-5550	sub	MELOSKI	SUSAN	sub			580.00		580.00
001-30-315-430-1-5110-355-5550	1	MULVEY	BETH	7.5/wk			4,791.34		4,791.34
001-30-315-430-1-5110-355-5550	sub	O'CONNOR	DAWN	sub			580.00		580.00
001-30-315-430-1-5110/5140-355-5	1	POCH	SANDRA	15/wk	200.00		9,582.68		9,782.68
001-30-315-430-1-5110-355-5550	1	SMITLEY	RICHARD	16.25/wk			10,381.23		10,381.23
001-30-315-430-1-5110-355-5550	1	SWEENEY	LINDA	7.5/wk			4,791.34		4,791.34
001-30-315-430-1-5110-355-5550	1	SWEETSIR	WALTER	7.5/wk			4,791.34		4,791.34
<b>TOTAL</b>							98,188.81	1,050.00	100,453.81

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
001-30-315-210-1-5120-335-3510		Coaches					297,730.00		297,730.00
001-30-315-210-1-5110-336-3510		Faculty Manager					6,336.00		6,336.00
001-30-304-290-1-5120-338-3520		H.S.	EXTRACURRICULAR				57,166.00		57,166.00
001-30-305-290-1-5120-338-3520		M.S.	EXTRACURRICULAR				23,811.00		23,811.00
001-30-315-290-1-5120-338-3520		Elem.	EXTRACURRICULAR				8,063.00		8,063.00
<b>TOTAL</b>							<b>95,376.00</b>	<b>-</b>	<b>95,376.00</b>
001-30-315-355-1-5120-341-2310		SPED Summer Prog.					53,580.00		53,580.00
001-30-315-530-1-5110-319-2357		Mentor Stipends					33,220.00		33,220.00
001-30-315-530-1-5110-318-1210		Degree Change - Unit A					105,078.00		105,078.00
001-30-315-530-1-5170-351-5100		Sick Leave Buy Back					29,740.00		29,740.00
001-30-301-530-1-5110-390-1210		General Reserve					20,000.00		20,000.00
<b>REVOLVING</b>									
351-30-315-430-5110-340-3400	1	JOHNSON	JEANNE				65,399.00		65,399.00
351-30-315-430-5110/5140-328-3400	1	O'LEARY	LAURA	step 4		810.00	37,105.84		37,915.84
356-30-310-530-5110-328-2210	1	HICKS	AMY	step 2			38,589.60		38,589.60
356-30-310-120-5110-329-2315	0.95	AVERY	JoANNE				23,997.60		23,997.60
356-30-310-430-5110-435-4110	0.5	BEGIN	KEITH	step 5			24,279.47		24,279.47
356-30-310-430-5110/5140-435-4110	1	GATELY	JAMES	step 5		600.00	48,558.94		49,158.94
356-30-310-120-5110/5140-332-2330	0.67	O'NEILL	KAREN	15.02	40	375.00	11,715.60		12,090.60
356-30-310-120-5110-332-2330	1	CONLEY (SULLIVA)	MARIA	14.32	55		15,358.20		15,358.20
356-30-310-120-5110-332-2330	1	CURRISTIN	DEIDRE	14.32	55		15,358.20		15,358.20
356-30-310-120-5110-332-2330	1	FAHY	JULIE	14.32	55		15,358.20		15,358.20
356-30-310-120-5110-332-2330	1	HIGLEY	DENICE	14.32	55		15,358.20		15,358.20
356-30-310-120-5110-332-2330	1	HUTCHINSON	MARGARET	14.32	55		15,358.20		15,358.20
356-30-310-120-5120-333-2330	CC	DINEEN	ASHLEY	14.32	30		8,377.20		8,377.20
356-30-310-120-5120-333-2330	CC	McMURTRY	BRENDA	14.32	50		13,962.00		13,962.00

NWS Account#	FTE	Last Name	First Name	Degree	Longevity	Stipend	Base Sal.	Step Inc.	FY 2013-14
356-30-310-120-5120-333-2330	CC	McMURTRY	LISA	14.32	30		8,377.20		8,377.20
356-30-310-120-5120/5140-333-233	CC	PETRUZZIELLO	MARIA	14.32	40	375.00	11,169.60		11,544.60
356-30-310-120-5120/5140-333-233	CC	WARSHOFSKY	CHERYL	14.32	60	375.00	16,754.40		17,129.40
356-30-310-120-5120/5140-333-233	CC	ZEOGAS	THERESA	14.32	40	375.00	11,169.60		11,544.60
<b>GRANTS</b>									
102-30-013-240-5110/5140-443-233	1	SULLIVAN	PATRICIA	44	c2b step 5	11 years	890.00	39,409.61	40,299.61
102-30-013-240-5110/5140-443-233	1	CAMPAGNA	JOAN	8	14.32	60	375.00	16,754.40	aide 8 17,129.40
102-30-013-240-5110/5140-443-233	1	MOWLES	LUCILLE	8	14.32	50	375.00	13,962.00	aide 8 14,337.00
102-30-013-240-5110/5140-443-233	1	WALSH	ELIZABETH	8	14.32	60	375.00	16,754.40	aide 8 17,129.40

**FY14**

**NON-  
PERSONNEL**

NON-PERSONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM - NEW ACCOUNT #S									
DEDHAM PUBLIC SCHOOLS		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
<b>High School - Ron McCarthy</b>									
General Supplies	HS	001	304	120	5510	605	2430	19,500.00	19,500.00
Postage	HS	001	304	120	5342	615	2210	5,000.00	5,000.00
Student Handbook	HS	001	304	120	5510	625	2210	6,000.00	6,000.00
Graduation Day	HS	001	304	120	5510	635	2210	8,000.00	8,000.00
Books & Related Materials	HS	001	304	120	5422	645	2410	3,500.00	3,500.00
Instruc. Equipments	HS	001	304	120	5510	655	2420	5,000.00	5,000.00
Equip. Repairs & Maint.	HS	001	304	120	5240	656	4230	11,000.00	11,000.00
Travel	HS	001	304	120	5710	696	2210	600.00	600.00
Prof. Dev. - Other	HS	001	304	120	5510	706	2210	1,600.00	1,600.00
School to Work - Supplies	HS	001	304	120	5510	734	2430	3,000.00	3,000.00
Accreditation - NEASC	HS	001	304	120	5510	756	2210	4,000.00	17,000.00
Contracted Service	HS	001	304	120	5190	804	2210	10,000.00	10,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>77,200.00</b>	<b>90,200.00</b>
<b>Middle School - Debra Gately</b>									
General Supplies	MS	001	305	120	5510	605	2430	17,000.00	17,000.00
Postage	MS	001	305	120	5342	615	2210	1,500.00	1,500.00
Student Handbook	MS	001	305	120	5510	625	2210	2,500.00	2,500.00
Books & Related Materials	MS	001	305	120	5422	645	2410	3,000.00	3,000.00
Instruc. Equipments	MS	001	305	120	5510	655	2420	2,900.00	2,900.00
Equip. Repairs & Maint.	MS	001	305	120	5240	656	4230	3,000.00	3,000.00
Office Supplies & Equipments	MS	001	305	120	5420	665	2210	4,000.00	4,000.00
Travel	MS	001	305	120	5710	696	2210	500.00	500.00
Prof. Dev. - Other	MS	001	305	120	5510	706	2210	1,600.00	1,600.00
Contracted Service - Other	MS	001	305	120	5190	804	2210	4,000.00	4,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>40,000.00</b>	<b>40,000.00</b>
<b>Avery - Clare Sullivan</b>									
General Supplies	Avery	001	306	120	5510	605	2430	17,000.00	17,000.00
Postage	Avery	001	306	120	5342	615	2210	1,000.00	1,000.00
Books & Related Materials	Avery	001	306	120	5422	645	2410	4,500.00	7,000.00
Testing	Avery	001	306	120	5510	685	2720	1,000.00	1,000.00
Travel	Avery	001	306	120	5710	696	2210	500.00	500.00
Prof. Dev. - Other	Avery	001	306	120	5510	706	2210	1,600.00	1,600.00
Contracted Service - Stipends	Avery	001	306	120	5190	804	2357	3,000.00	3,000.00
Contracted Service - Other	Avery	001	306	120	5190	804	2210	1,000.00	1,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>29,600.00</b>	<b>32,100.00</b>

NON-PERSONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM - NEW ACCOUNT #S									
DEDHAM PUBLIC SCHOOLS		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
<b>Greenlodge - Katherine Kiewlicz</b>									
General Supplies	Greenlodge	001	307	120	5510	605	2430	17,000.00	17,000.00
Postage	Greenlodge	001	307	120	5342	615	2210	1,000.00	1,000.00
Books & Related Materials	Greenlodge	001	307	120	5422	645	2410	6,000.00	10,000.00
Testing	Greenlodge	001	307	120	5510	685	2720	2,000.00	2,000.00
Travel	Greenlodge	001	307	120	5710	696	2210	500.00	500.00
Prof. Dev. - Other	Greenlodge	001	307	120	5510	706	2210	1,600.00	1,600.00
Contracted Service - Stipends	Greenlodge	001	307	120	5190	804	2357	3,000.00	3,000.00
Contracted Service - Other	Greenlodge	001	307	120	5190	804	2210	1,000.00	1,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>32,100.00</b>	<b>36,100.00</b>
<b>Oakdale - Holli Armstrong</b>									
General Supplies	Oakdale	001	308	120	5510	605	2430	16,500.00	17,000.00
Postage	Oakdale	001	308	120	5342	615	2210	1,000.00	1,000.00
Books & Related Materials	Oakdale	001	308	120	5422	645	2410	8,000.00	10,000.00
Testing	Oakdale	001	308	120	5510	685	2720	1,000.00	1,000.00
Travel	Oakdale	001	308	120	5710	696	2210	500.00	500.00
Prof. Dev. - Other	Oakdale	001	308	120	5510	706	2210	1,600.00	1,600.00
Contracted Service - Stipends	Oakdale	001	308	120	5190	804	2357	3,000.00	3,000.00
Contracted Service - Other	Oakdale	001	308	120	5190	804	2210	1,000.00	1,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>32,600.00</b>	<b>35,100.00</b>
<b>Riverdale - Krista Lucas</b>									
General Supplies	Riverdale	001	309	120	5510	605	2430	14,400.00	15,000.00
Postage	Riverdale	001	309	120	5342	615	2210	800.00	1,000.00
Books & Related Materials	Riverdale	001	309	120	5422	645	2410	5,900.00	7,000.00
Testing	Riverdale	001	309	120	5510	685	2720	1,000.00	1,000.00
Travel	Riverdale	001	309	120	5710	696	2210	500.00	500.00
Prof. Dev. - Other	Riverdale	001	309	120	5510	706	2210	1,600.00	1,600.00
Contracted Service - Stipends	Riverdale	001	309	120	5190	804	2357	3,000.00	3,000.00
Contracted Service - Other	Riverdale	001	309	120	5190	804	2210	1,000.00	1,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>28,200.00</b>	<b>30,100.00</b>
<b>Early Childhood Education - Jessica Hammond</b>									
General Supplies	Kindergarten	001	310	120	5510	605	2430	9,500.00	9,500.00
Postage	Kindergarten	001	310	120	5342	615	2210	500.00	500.00
Books & Related Materials	Kindergarten	001	310	120	5422	645	2410	2,000.00	2,000.00
Testing	Kindergarten	001	310	120	5510	685	2720	2,500.00	2,500.00

NON-PERSONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM -- NEW ACCOUNT #S									
DEDHAM PUBLIC SCHOOLS		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
Travel	Kindergarten	001	310	120	5710	696	2210	500.00	500.00
Prof. Dev. - Other	Kindergarten	001	310	120	5510	706	2210	1,600.00	1,600.00
<b>TOTAL BUDGET APPROVED</b>								<b>16,600.00</b>	<b>16,600.00</b>
<b>Computer Education 6-12 - Don Langenhorst</b>									
General Supplies	HS	001	304	128	5510	605	2430	3,510.00	3,510.00
	MS	001	305	128	5510	605	2430	2,060.00	2,060.00
Books & Related Materials	HS	001	304	128	5423	645	2415	1,517.00	1,517.00
Software Licenses	HS	001	304	128	5600	654	2455	6,527.00	6,527.00
	MS	001	305	128	5600	654	2455	2,528.00	2,528.00
<b>TOTAL BUDGET APPROVED</b>								<b>16,142.00</b>	<b>16,142.00</b>
<b>Instructional Technology - Don Langenhorst</b>									
General Supplies	Systemwide	001	315	129	5510	605	2430	51,324.00	51,324.00
Software Licenses	Systemwide	001	315	129	5600	654	2455	129,117.00	129,117.00
Equip. Repairs & Maint.	Systemwide	001	315	129	5240	656	4230	47,460.00	47,460.00
Prof. Development - Stipends	Systemwide	001	315	129	5129	704	2357	5,825.00	5,825.00
Contracted Services - T-1 Lease, etc.	Systemwide	001	315	129	5600	804	1450	67,869.00	67,869.00
Computer Replacement	Systemwide	001	315	129	5851	815	2451	43,150.00	43,150.00
<b>TOTAL BUDGET APPROVED</b>								<b>344,745.00</b>	<b>344,745.00</b>
<b>English Department - John LaFlamme</b>									
General Supplies	High Sch	001	304	130	5510	605	2430	3,000.00	3,000.00
	Middle Sch	001	305	130	5510	605	2430	1,700.00	1,700.00
Newspaper Mirror	High Sch	001	304	130	5510	745	2430	7,000.00	7,000.00
Contracted Service	High Sch	001	304	130	5510	804	2440	3,000.00	3,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>14,700.00</b>	<b>14,700.00</b>
<b>English as a Second Language - Cindy Kelly</b>									
General Supplies	Systemwide	001	315	132	5510	605	2430	300.00	300.00
Books & Related Materials	Systemwide	001	315	132	5422	645	2410	1,500.00	1,500.00
Testing	Systemwide	001	315	132	5510	685	2720	200.00	200.00
Prof. Dev - Other	Systemwide	001	315	132	5510	706	2357	400.00	400.00
Contracted Serv.- Tutoring	Systemwide	001	315	132	5190	804	2330	24,000.00	24,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>26,400.00</b>	<b>26,400.00</b>
<b>Science Math K-5 - Cindy Kelly</b>									
General Supplies	K-5	001	315	131	5510	605	2430	5,000.00	5,000.00
Books & Related Materials	Avery	001	306	131	5422	645	2410	1,000.00	1,000.00

NON-PERSONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM - NEW ACCOUNT #S									
		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
<b>DEDHAM PUBLIC SCHOOLS</b>									
Books & Related Materials	Greenlodge	001	307	131	5422	645	2410	1,000.00	1,000.00
Books & Related Materials	Oakdale	001	308	131	5422	645	2410	1,000.00	1,000.00
Books & Related Materials	Riverdale	001	309	131	5422	645	2410	1,000.00	1,000.00
Books & Related Materials	ECEC	001	310	131	5422	645	2410	1,000.00	1,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>10,000.00</b>	<b>10,000.00</b>
<b>After School Enrichment - Cindy Kelly</b>									
General Supplies	Grade4-12	001	315	133	5510	605	2430	3,500.00	3,500.00
Contracted Serv.- Stipends	Grade4-12	001	315	133	5190	804	2330	20,000.00	20,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>23,500.00</b>	<b>23,500.00</b>
<b>Reading Avery - Cheryl Biggar</b>									
General Supplies	Avery	001	306	135	5510	605	2430	300.00	300.00
Books & Related Materials	Avery	001	306	135	5423	645	2415	2,200.00	2,200.00
<b>TOTAL BUDGET APPROVED</b>								<b>2,500.00</b>	<b>2,500.00</b>
<b>Reading Greenlodge - Maura Shevory</b>									
General Supplies	Greenlodge	001	307	135	5510	605	2430	500.00	500.00
Books & Related Materials	Greenlodge	001	307	135	5423	645	2415	1,900.00	1,900.00
<b>TOTAL BUDGET APPROVED</b>								<b>2,400.00</b>	<b>2,400.00</b>
<b>Reading Oakdale - Janine Mancinelli</b>									
General Supplies	Oakdale	001	308	135	5510	605	2430	500.00	500.00
Books & Related Materials	Oakdale	001	308	135	5423	645	2415	2,200.00	2,200.00
<b>TOTAL BUDGET APPROVED</b>								<b>2,700.00</b>	<b>2,700.00</b>
<b>Reading Riverdale - Maureen Simonson</b>									
General Supplies	Riverdale	001	309	135	5510	605	2430	300.00	300.00
Books & Related Materials	Riverdale	001	309	135	5423	645	2415	1,900.00	1,900.00
<b>TOTAL BUDGET APPROVED</b>								<b>2,200.00</b>	<b>2,200.00</b>
<b>Health &amp; Phys. Education - Margery Bohan</b>									
General Supplies	High Sch	001	304	139	5510	605	2430	550.00	550.00
	Systemwide	001	315	139	5510	605	2430	1,500.00	1,500.00
Books & Related Materials	Systemwide	001	315	139	5423	645	2415	565.00	565.00
<b>TOTAL BUDGET APPROVED</b>								<b>2,615.00</b>	<b>2,615.00</b>
<b>TV &amp; Video - Don Langenhorst</b>									
General Supplies	High Sch	001	304	142	5510	605	2430	1,100.00	1,100.00
Books & Related Materials	High Sch	001	304	142	5423	645	2415	400.00	400.00

NON-PERSONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM - NEW ACCOUNT #S									
		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
<b>DEDHAM PUBLIC SCHOOLS</b>									
Instruc. Equipments	High Sch	001	304	142	5510	655	2420	1,000.00	1,000.00
Equip. Repairs & Maint.	High Sch	001	304	142	5240	656	4230	1,000.00	1,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>3,500.00</b>	<b>3,500.00</b>
<b>Industrial Tech. - Don Langenhorst</b>									
General Supplies	High Sch	001	304	143	5510	605	2430	6,000.00	6,000.00
Books & Related Materials	High Sch	001	304	143	5423	645	2415	400.00	400.00
Instruc. Equipments	High Sch	001	304	143	5510	655	2420	3,645.00	3,645.00
Equip. Repairs & Maint.	High Sch	001	304	143	5240	656	4230	1,285.00	1,285.00
<b>TOTAL BUDGET APPROVED</b>								<b>11,330.00</b>	<b>11,330.00</b>
<b>Math Department - Kristine Holloran</b>									
General Supplies	High Sch	001	304	144	5510	605	2430	1,200.00	2,000.00
	Middle Sch	001	305	144	5510	605	2430	500.00	500.00
Textbooks & Related Materials	High Sch	001	304	144	5422	645	2410	5,000.00	3,000.00
	Middle Sch	001	305	144	5422	645	2410	400.00	2,500.00
Testing	High Sch	001	304	144	5510	685	2720	400.00	400.00
	Middle Sch	001	305	144	5510	685	2720	100.00	400.00
<b>TOTAL BUDGET APPROVED</b>								<b>7,600.00</b>	<b>8,800.00</b>
<b>Art Department - Jeffrey Bolduc</b>									
General Supplies	High Sch	001	304	146	5510	605	2430	2,200.00	2,500.00
	Middle Sch	001	305	146	5510	605	2430	2,200.00	2,500.00
	Avery	001	306	146	5510	605	2430	1,000.00	1,500.00
	Greenlodge	001	307	146	5510	605	2430	1,000.00	1,500.00
	Oakdale	001	308	146	5510	605	2430	1,000.00	1,500.00
	Riverdale	001	309	146	5510	605	2430	1,000.00	1,500.00
	ECEC	001	310	146	5510	605	2430	1,000.00	1,500.00
Equip. Repairs & Maint.	Systemwide	001	315	146	5240	656	4230	1,400.00	1,400.00
Prof. Development - Other	Systemwide	001	315	146	5510	706	2357	500.00	500.00
<b>TOTAL BUDGET APPROVED</b>								<b>11,300.00</b>	<b>14,400.00</b>
<b>Music Department - Jeffrey Bolduc</b>									
General Supplies	High Sch	001	304	147	5510	605	2430	2,400.00	2,500.00
	Middle Sch	001	305	147	5510	605	2430	2,000.00	2,000.00
	Avery	001	306	147	5510	605	2430	1,000.00	1,500.00
	Greenlodge	001	307	147	5510	605	2430	1,000.00	1,500.00
	Oakdale	001	308	147	5510	605	2430	1,000.00	1,500.00
	Riverdale	001	309	147	5510	605	2430	1,000.00	1,500.00

NON-PERSONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM - NEW ACCOUNT #S									
		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
<b>DEDHAM PUBLIC SCHOOLS</b>									
	ECEC	001	310	147	5510	605	2430	500.00	500.00
Equip. Repairs & Maint.	Systemwide	001	315	147	5240	656	4230	2,000.00	2,000.00
Contracted Serv - Winter Cust. O/T	Systemwide	001	315	147	5190	804	4110	4,000.00	4,000.00
Transportation	High Sch	001	304	147	5330	834	2440	7,300.00	7,300.00
<b>TOTAL BUDGET APPROVED</b>								<b>22,200.00</b>	<b>24,300.00</b>
<b>Science Department - Linda Kobierski</b>									
General Supplies	High Sch	001	304	148	5510	605	2430	11,200.00	10,000.00
	Middle Sch	001	305	148	5510	605	2430	1,000.00	3,000.00
Textbooks & Related Materials	High Sch	001	304	148	5422	645	2410	2,500.00	1,000.00
	Middle Sch	001	305	148	5422	645	2410	-	2,000.00
Instruc. Equipments	High Sch	001	304	148	5510	655	2420	1,000.00	1,000.00
	Middle Sch	001	305	148	5510	655	2420	1,500.00	1,500.00
Equip. Repairs & Maint.	High Sch	001	304	148	5240	656	4230	1,800.00	1,800.00
Prof. Development - Other	High Sch	001	304	148	5510	706	2357	600.00	600.00
<b>TOTAL BUDGET APPROVED</b>								<b>19,600.00</b>	<b>20,900.00</b>
<b>Social Studies - Andrew Morton</b>									
General Supplies	High Sch	001	304	149	5510	605	2430	1,000.00	1,000.00
	Middle Sch	001	305	149	5510	605	2430	750.00	750.00
Textbooks & Related Materials	High Sch	001	304	149	5422	645	2410	1,600.00	1,600.00
	Middle Sch	001	305	149	5422	645	2410	500.00	500.00
Student Government Day	High Sch	001	304	149	5510	765	2430	1,000.00	1,000.00
Mock Trial Competition	High Sch	001	304	149	5510	766	2440	300.00	300.00
<b>TOTAL BUDGET APPROVED</b>								<b>5,150.00</b>	<b>5,150.00</b>
<b>World Language - Alison Reilley</b>									
General Supplies	High Sch	001	304	153	5510	605	2430	1,850.00	1,850.00
	Middle Sch	001	305	153	5510	605	2430	850.00	850.00
Textbooks & Related Materials	High Sch	001	304	153	5422	645	2410	1,000.00	1,000.00
Instruc. Equipments	High Sch	001	304	153	5510	655	2420	1,000.00	1,000.00
	Middle Sch	001	305	153	5510	655	2420	650.00	650.00
Equip. Repairs & Maint.	High Sch	001	304	153	5240	656	4230	800.00	800.00
	Middle Sch	001	305	153	5240	656	4230	400.00	400.00
Testing	High Sch	001	304	153	5510	685	2720	350.00	350.00
Prof. Development	High Sch	001	304	153	5510	706	2357	1,250.00	1,250.00
Other Misc.- Subscriptions, etc.	High Sch	001	304	153	5730	796	2415	350.00	350.00
	Middle Sch	001	305	153	5730	796	2415	1,000.00	1,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>9,500.00</b>	<b>9,500.00</b>

NON-PERSONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM --NEW ACCOUNT #S									
DEDHAM PUBLIC SCHOOLS		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
<b>Athletic Program - Michael Plansky</b>									
General Supplies	Systemwide	001	315	210	5510	605	3510	5,000.00	5,000.00
Equip. Repairs/Maint.	Systemwide	001	315	210	5240	656	3510	15,000.00	15,000.00
Other Misc.- Entry Fee, Dues, etc.	Systemwide	001	315	210	5730	796	3510	19,000.00	19,000.00
Contracted Service - Referees	Systemwide	001	315	210	5190	804	3510	12,000.00	12,000.00
Transportation / Emerg. Veh.	Systemwide	001	315	210	5330	834	3510	44,000.00	45,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>95,000.00</b>	<b>96,000.00</b>
<b>Audio Visual H.S. - Don Langenhorst</b>									
General Supplies	High Sch	001	304	215	5510	605	2430	1,000.00	1,000.00
Equip. Repairs & Maint.	High Sch	001	304	215	5240	656	4230	500.00	500.00
<b>TOTAL BUDGET APPROVED</b>								<b>1,500.00</b>	<b>1,500.00</b>
<b>Audio Visual M.S. - Don Langenhorst</b>									
General Supplies	Middle Sch	001	305	215	5510	605	2430	1,200.00	1,200.00
Books & Related Materials	Middle Sch	001	305	215	5423	645	2415	250.00	250.00
Equipments	Middle Sch	001	305	215	5510	655	2420	850.00	850.00
Equip. Repairs & Maint.	Middle Sch	001	305	215	5240	656	4230	1,200.00	1,200.00
<b>TOTAL BUDGET APPROVED</b>								<b>3,500.00</b>	<b>3,500.00</b>
<b>Computer Administration - Mike Dewar</b>									
Software License	Central Adm.	001	301	227	5600	654	1450	4,645.00	4,645.00
Equip. Repairs & Maint.	Central Adm.	001	301	227	5240	656	4230	4,885.00	4,885.00
Office Supplies & Equipments	Central Adm.	001	301	227	5600	665	1450	7,800.00	7,800.00
Prof. Development - Other	Central Adm.	001	301	227	5510	706	1450	5,750.00	5,750.00
Contracted Services	Central Adm.	001	301	227	5600	804	1450	24,550.00	24,550.00
Computer Replacement	Central Adm.	001	301	227	5851	815	1450	53,000.00	53,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>100,630.00</b>	<b>100,630.00</b>
<b>Guidance - JoAnne McCormick</b>									
General Supplies	High Sch	001	304	265	5510	605	2710	1,000.00	1,000.00
	Middle Sch	001	305	265	5510	605	2710	500.00	500.00
Testing	High Sch	001	304	265	5510	685	2720	9,000.00	9,000.00
	Middle Sch	001	305	265	5510	685	2720	8,000.00	8,000.00
Prof. Development	High Sch	001	304	265	5510	706	2357	850.00	850.00
	Middle Sch	001	305	265	5510	706	2357	500.00	500.00
Other Misc. - A.C.E.S. Info. Etc.	High Sch	001	304	265	5730	796	2710	1,500.00	1,500.00
<b>TOTAL BUDGET APPROVED</b>								<b>21,350.00</b>	<b>21,350.00</b>

NON-PERSONNEL EXPENDITURE BUDGET		NEW WORLD SYSTEMS - NEW ACCOUNT #S							
FY 2013-2014		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
<b>DEDHAM PUBLIC SCHOOLS</b>									
<b>Health Services - Gail Kelly</b>									
General Supplies	Systemwide	001	315	275	5500	605	3200	2,700.00	3,000.00
Office Supplies & Equipments	Systemwide	001	315	275	5500	665	3200	3,900.00	4,000.00
Equip. Repairs & Maint.	Systemwide	001	315	275	5500	656	3200	500.00	500.00
Prof. Development - Stipends	Systemwide	001	315	275	5129	704	3200	500.00	500.00
Prof. Development - Other	Systemwide	001	315	275	5500	706	3200	1,500.00	1,500.00
<b>TOTAL BUDGET APPROVED</b>								<b>9,100.00</b>	<b>9,500.00</b>
<b>Media/Library H.S. - Alice Johnson</b>									
General Supplies	High Sch	001	304	280	5423	605	2430	500.00	500.00
Books & Library Resource	High Sch	001	304	280	5423	645	2415	6,250.00	6,250.00
Other Misc. - Dues, Subscriptions	High Sch	001	304	280	5730	796	2415	750.00	750.00
<b>TOTAL BUDGET APPROVED</b>								<b>7,500.00</b>	<b>7,500.00</b>
<b>Media/Library M.S. - Kelly Metzger</b>									
General Supplies	Middle Sch	001	305	280	5423	605	2430	600.00	600.00
Books & Library Resource	Middle Sch	001	305	280	5423	645	2415	6,250.00	6,250.00
Brainwaves - Magazine	Middle Sch	001	305	280	5510	775	2415	600.00	600.00
Other Misc. - Dues, Subscriptions	Middle Sch	001	305	280	5730	796	2415	500.00	500.00
<b>TOTAL BUDGET APPROVED</b>								<b>7,950.00</b>	<b>7,950.00</b>
<b>Media/Library - Wendy Garland</b>									
General Supplies	Avery	001	306	280	5423	605	2430	100.00	100.00
Books & Library Resource	Avery	001	306	280	5423	645	2415	1,350.00	1,350.00
<b>TOTAL BUDGET APPROVED</b>								<b>1,450.00</b>	<b>1,450.00</b>
<b>Media/Library - Maureen Tannetta</b>									
General Supplies	Greenlodge	001	307	280	5423	605	2430	100.00	100.00
Books & Library Resource	Greenlodge	001	307	280	5423	645	2415	1,650.00	1,650.00
<b>TOTAL BUDGET APPROVED</b>								<b>1,750.00</b>	<b>1,750.00</b>
<b>Media/Library - Meghan Nels</b>									
General Supplies	Oakdale	001	308	280	5423	605	2430	300.00	300.00
Books & Library Resource	Oakdale	001	308	280	5423	645	2415	1,650.00	1,650.00
<b>TOTAL BUDGET APPROVED</b>								<b>1,950.00</b>	<b>1,950.00</b>
<b>Media/Library - Ingrid Mayyasi</b>									
General Supplies	Riverdale	001	309	280	5423	605	2430	100.00	100.00
Books & Library Resource	Riverdale	001	309	280	5423	645	2415	1,350.00	1,350.00
<b>TOTAL BUDGET APPROVED</b>								<b>1,450.00</b>	<b>1,450.00</b>

NON-SONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM - NEW ACCOUNT #S									
DEDHAM PUBLIC SCHOOLS		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
<b>Special Education - Kathy Gaudreau</b>									
<b>Chapter 504</b>									
Instruc. Equipments	Systemwide	001	315	350	5510	655	2420	3,000.00	2,000.00
Contracted Services - Tutors	Systemwide	001	315	350	5190	813	2330	7,000.00	4,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>10,000.00</b>	<b>6,000.00</b>
<b>Special Needs - Kathy Gaudreau</b>									
General Supplies	High Sch	001	304	355	5512	605	2430	2,000.00	2,000.00
General Supplies	Middle Sch	001	305	355	5512	605	2430	2,000.00	2,000.00
General Supplies	Avery	001	306	355	5512	605	2430	2,000.00	2,000.00
General Supplies	Greenlodge	001	307	355	5512	605	2430	2,000.00	2,000.00
General Supplies	Oakdale	001	308	355	5512	605	2430	2,000.00	2,000.00
General Supplies	Riverdale	001	309	355	5512	605	2430	2,000.00	2,000.00
General Supplies	ECEC	001	310	355	5512	605	2430	3,000.00	2,000.00
Postage	Systemwide	001	301	355	5342	615	2110	500.00	1,000.00
Books & Related Materials	Systemwide	001	315	355	5423	645	2415	1,000.00	1,000.00
Instruc. Equipments	Systemwide	001	315	355	5512	655	2420	8,000.00	8,000.00
Equip. Repairs & Maint.	Systemwide	001	315	355	5240	656	4230	1,000.00	500.00
Office Supplies & Equipments	Admin.	001	301	355	5420	665	2110	3,000.00	3,000.00
Testing	Systemwide	001	301	355	5512	685	2720	8,000.00	7,000.00
Travel	Admin.	001	301	355	5710	696	2110	900.00	900.00
Travel - Coordinator	Elementary	001	315	355	5710	696	2120	600.00	1,500.00
Travel - Specialists	Elementary	001	315	355	5710	696	2320	400.00	400.00
Prof. Development - Other	Admin.	001	301	355	5512	706	2357	300.00	300.00
Research & Development	Admin.	001	301	355	5512	715	2110	500.00	1,000.00
Contracted Service - Tutors	High Sch	001	304	355	5190	813	2330	30,000.00	30,000.00
Contracted Service - Tutors	Middle Sch	001	305	355	5190	813	2330	6,000.00	6,000.00
Contracted Service - Tutors	Avery	001	306	355	5190	813	2330	2,500.00	2,500.00
Contracted Service - Tutors	Greenlodge	001	307	355	5190	813	2330	2,500.00	2,500.00
Contracted Service - Tutors	Oakdale	001	308	355	5190	813	2330	2,500.00	2,500.00
Contracted Service - Tutors	Riverdale	001	309	355	5190	813	2330	2,500.00	2,500.00
Contracted Service - Tutors	ECEC	001	310	355	5190	813	2330	10,000.00	18,000.00
Contracted Service - Consultants	High Sch	001	304	355	5300	814	2320	25,000.00	25,000.00
Contracted Service - Consultants	Middle Sch	001	305	355	5300	814	2320	15,000.00	15,000.00
Contracted Service - Consultants	Avery	001	306	355	5300	814	2320	15,000.00	15,000.00
Contracted Service - Consultants	Greenlodge	001	307	355	5300	814	2320	20,000.00	20,000.00
Contracted Service - Consultants	Oakdale	001	308	355	5300	814	2320	27,000.00	27,000.00
Contracted Service - Consultants	Riverdale	001	309	355	5300	814	2320	32,000.00	32,000.00

NON-PERSONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM - NEW ACCOUNT #S									
		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
<b>DEDHAM PUBLIC SCHOOLS</b>									
Contracted Service - Consultants	ECEC	001	310	355	5300	814	2320	40,000.00	40,000.00
E-SPED Contracted Services	Systemwide	001	301	355	5512	824	1450	11,000.00	11,662.00
Transportation	Systemwide	001	315	355	5330	834	3300	825,000.00	866,250.00
Transportation - homeless Additional	Systemwide	001	315	355	5330	834	3300	60,000.00	60,000.00
Tuition - Other District Schools in Mass.	Systemwide	001	315	355	5320	819	9100	-	-
Tuition - Private Schools	Systemwide	001	315	355	5320	819	9300	1,758,148.00	\$1,547,758.53
Tuition - Collaboratives	Systemwide	001	315	355	5320	819	9400	1,438,484.00	1,816,930.47
<b>TOTAL BUDGET APPROVED</b>								<b>4,361,832.00</b>	<b>4,579,201.00</b>
<b>SPED Bridges &amp; Voc. Program</b>									
General Supplies	High Sch	001	304	357	5512	605	2430	1,000.00	1,000.00
Bridges Tutoring	High Sch	001	304	357	5190	813	2330	15,000.00	15,000.00
Bridges - Transportation	High Sch	001	304	357	5330	834	3300	4,000.00	4,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>20,000.00</b>	<b>20,000.00</b>
<b>SPED Alternative Program</b>									
General Supplies	High Sch	001	304	358	5512	605	2430	900.00	900.00
Instruc. Equipments	High Sch	001	304	358	5512	655	2420	1,000.00	1,000.00
Testing	High Sch	001	304	358	5512	685	2720	800.00	800.00
Field Trips	High Sch	001	304	358	5512	686	2440	500.00	500.00
<b>TOTAL BUDGET APPROVED</b>								<b>3,200.00</b>	<b>3,200.00</b>
<b>Operations Services - Michael La Francesca</b>									
Equipment - Copier Lease	All Sch	001	315	430	5270	904	5300	55,000.00	55,000.00
Maint. Contract - Copiers	Systemwide	001	315	430	5240	914	4230	32,000.00	40,000.00
Equipment Repairs & Maint.	Systemwide	001	315	430	5240	656	4230	10,000.00	2,000.00
Travel - Attendance Officer	Systemwide	001	315	430	5710	696	3100	450.00	450.00
Transportation	Systemwide	001	315	430	5330	834	3300	322,600.00	335,000.00
Transportation - Medical	Systemwide	001	315	430	5330	844	3300	30,000.00	30,000.00
Transportation Subsidy	Systemwide	001	315	430	5330	845	3300	25,000.00	25,000.00
Uniforms - Traffic Directors	Systemwide	001	315	430	5170	886	5550	1,000.00	1,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>476,050.00</b>	<b>488,450.00</b>
<b>Facilities &amp; Maintenance - Taissir Alani</b>									
Electricity	High Sch	001	304	430	5210	854	4130	265,000.00	265,000.00
Electricity	Middle Sch	001	305	430	5210	854	4130	200,000.00	200,000.00
Electricity	Avery	001	306	430	5210	854	4130	60,000.00	80,000.00
Electricity	Greenlodge	001	307	430	5210	854	4130	55,000.00	55,000.00
Electricity	Oakdale	001	308	430	5210	854	4130	60,000.00	60,000.00

NON SONNEL EXPENDITURE BUDGET		NEW WORLD SYSTEM - NEW ACCOUNT #S								
FY 2013-2014										
DEDHAM PUBLIC SCHOOLS		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection	
Electricity	Riverdale	001	309	430	5210	854	4130	30,000.00	30,000.00	
Heat	High Sch	001	304	430	5210	864	4120	200,000.00	200,000.00	
Heat	Middle Sch	001	305	430	5210	864	4120	120,000.00	120,000.00	
Heat	Avery	001	306	430	5210	864	4120	70,000.00	60,000.00	
Heat	Greenlodge	001	307	430	5210	864	4120	40,000.00	40,000.00	
Heat	Oakdale	001	308	430	5210	864	4120	50,000.00	50,000.00	
Heat	Riverdale	001	309	430	5210	864	4120	50,000.00	50,000.00	
Heat	ECEC	001	310	430	5210	864	4120	25,000.00	25,000.00	
Telephone	Admin.	001	301	430	5341	874	4130	20,000.00	22,000.00	
Telephone	High Sch	001	304	430	5341	874	4130	8,000.00	6,000.00	
Telephone	Middle Sch	001	305	430	5341	874	4130	5,000.00	5,000.00	
Telephone	Avery	001	306	430	5341	874	4130	2,500.00	2,500.00	
Telephone	Greenlodge	001	307	430	5341	874	4130	2,400.00	2,400.00	
Telephone	Oakdale	001	308	430	5341	874	4130	2,500.00	2,500.00	
Telephone	Riverdale	001	309	430	5341	874	4130	2,400.00	2,400.00	
Water	High Sch	001	304	430	5230	884	4130	9,000.00	10,000.00	
Water	Middle Sch	001	305	430	5230	884	4130	10,000.00	10,000.00	
Water	Avery	001	306	430	5230	884	4130	4,000.00	4,000.00	
Water	Greenlodge	001	307	430	5230	884	4130	3,000.00	3,000.00	
Water	Oakdale	001	308	430	5230	884	4130	4,000.00	4,000.00	
Water	Riverdale	001	309	430	5230	884	4130	3,000.00	3,000.00	
P&G Supplies - Custodial	Admin.	001	301	430	5450	865	4110	3,000.00	3,000.00	
P&G Supplies - Custodial	High Sch	001	304	430	5450	865	4110	19,000.00	19,000.00	
P&G Supplies - Custodial	Middle Sch	001	305	430	5450	865	4110	14,000.00	14,000.00	
P&G Supplies - Custodial	Avery	001	306	430	5450	865	4110	6,000.00	5,000.00	
P&G Supplies - Custodial	Greenlodge	001	307	430	5450	865	4110	5,000.00	5,000.00	
P&G Supplies - Custodial	Oakdale	001	308	430	5450	865	4110	8,000.00	8,000.00	
P&G Supplies - Custodial	Riverdale	001	309	430	5450	865	4110	6,000.00	6,000.00	
P&G Supplies - Custodial	ECEC	001	310	430	5450	865	4110	4,000.00	4,000.00	
P&G Supplies - Maintenance	Admin.	001	301	430	5430	865	4220	5,000.00	2,500.00	
P&G Supplies - Maintenance	High Sch	001	304	430	5430	865	4220	24,000.00	24,000.00	
P&G Supplies - Maintenance	Middle Sch	001	305	430	5430	865	4220	7,000.00	6,000.00	
P&G Supplies - Maintenance	Avery	001	306	430	5430	865	4220	2,000.00	3,000.00	
P&G Supplies - Maintenance	Greenlodge	001	307	430	5430	865	4220	5,000.00	4,000.00	
P&G Supplies - Maintenance	Oakdale	001	308	430	5430	865	4220	4,000.00	4,000.00	
P&G Supplies - Maintenance	Riverdale	001	309	430	5430	865	4220	3,000.00	3,000.00	
P&G Supplies - Maintenance	ECEC	001	310	430	5430	865	4220	2,000.00	3,000.00	
P&G Supplies - Painter Vendor	Systemwide	001	315	430	5430	875	4220	5,000.00	5,000.00	

NON-PERSONNEL EXPENDITURE BUDGET									
FY 2013-2014									
NEW WORLD SYSTEM - NEW ACCOUNT #S									
DEDHAM PUBLIC SCHOOLS		FUND	SCH.	PROG.	TOWN ACCT	LINE ITEM	STATE	FY13 BUDGET	FY14 Projection
P&G Supplies - Electrical Vendor	Systemwide	001	315	430	5430	885	4220	45,000.00	40,000.00
Travel - Custodians	Systemwide	001	315	430	5710	696	4110	2,000.00	2,000.00
Travel - Maint. Gas fills	Systemwide	001	315	430	5480	696	4220	10,000.00	15,000.00
Uniforms - Custodian/Maint.	Systemwide	001	315	430	5170	886	4110	12,600.00	12,600.00
Vandalism	Systemwide	001	315	430	5240	855	4220	10,000.00	10,000.00
Maint. Contracts - Equipments	Systemwide	001	315	430	5240	924	4230	40,000.00	30,000.00
Maint. Contracts - Service	Systemwide	001	315	430	5240	934	4230	115,000.00	120,000.00
Maint. Contracts - Grounds	Systemwide	001	315	430	5240	944	4210	8,000.00	8,000.00
Maintenance of Buildings	Systemwide	001	315	430	5240	954	4220	30,000.00	40,000.00
Oil Burner Service Contracts	Systemwide	001	315	430	5240	964	4120	19,000.00	19,000.00
Vandal Alarm Service Contracts	Systemwide	001	315	430	5240	974	4220	5,000.00	5,000.00
<b>TOTAL BUDGET APPROVED</b>								<b>1,719,400.00</b>	<b>1,731,900.00</b>
<b>Policy &amp; Admin. Services - June Doe</b>									
Office Supplies & Equip.- Supt	Admin.	001	301	530	5420	665	1210	16,000.00	16,000.00
Office Supplies & Equip.- Business	Admin.	001	301	530	5420	665	1410	5,000.00	5,000.00
Postage	Admin.	001	301	530	5342	615	1210	5,000.00	5,000.00
Systemwide Textbooks-Replacement	Systemwide	001	315	530	5422	645	2410	65,000.00	70,000.00
Advertising - Supt	Admin.	001	301	530	5231	666	1210	45,000.00	45,000.00
Advertising - Business	Admin.	001	301	530	5231	666	1410	5,000.00	5,000.00
Insurance Premium - HS Football	High Sch	001	304	530	5750	676	5260	2,040.00	2,100.00
Travel - Supt	Admin.	001	301	530	5710	696	1210	1,500.00	1,500.00
Travel - Asst Supt Curri.	Admin.	001	301	530	5710	696	1220	600.00	600.00
Travel - Business	Admin.	001	301	530	5710	696	1410	800.00	800.00
Prof. Dev. - Central Stipends	Admin.	001	301	530	5129	704	1210	7,000.00	7,000.00
Prof. Dev. - Central Other	Admin.	001	301	530	5510	706	1210	35,000.00	35,000.00
Prof. Dev. - Unit B Stipends	Admin.	001	301	530	5129	704	2351	5,500.00	5,500.00
Prof. Dev. - Unit B Other	Admin.	001	301	530	5510	706	2351	5,000.00	5,000.00
Prof. Dev. - Systemwide - Stipends	Systemwide	001	315	530	5129	704	2357	40,000.00	40,000.00
Prof. Dev. - Systemwide - Supplies	Systemwide	001	315	530	5510	705	2357	9,000.00	9,000.00
Prof. Dev. - Systemwide - Other	Systemwide	001	315	530	5510	706	2357	100,000.00	100,000.00
Research & Development	Admin.	001	301	530	5510	715	1210	5,000.00	25,000.00
Tuition Reimbursement	Systemwide	001	315	530	5190	784	2357	45,000.00	45,000.00
Tuition ABE	Admin.	001	301	530	5190	786	1210	1,000.00	1,000.00
Legal Services	Admin.	001	301	530	5296	714	1430	85,000.00	85,000.00
TEC Membership	Admin.	001	301	530	5730	716	1210	26,000.00	26,000.00
Dues & Subscriptions - Supt	Admin.	001	301	530	5730	726	1210	20,000.00	20,000.00
Dues & Subscriptions - Asst Supt	Admin.	001	301	530	5730	726	1220	1,500.00	1,500.00



Operational Budget FY06-FY14

NON-PERSONNEL EXPENDITURE BUDGET										
FY 2013		FY06	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
DEPARTMENT		Actual	Budget	Request						
<b>Operations Services - Michael La Francesca</b>										
Maint. Contract - Copiers	Systemwide	-	36,530.34	27,666.12	31,078.52	33,264.08	35,229.74	42,072.04	32,000.00	40,000.00
Equipment Repairs & Maint.	Systemwide	5,631.72	10,672.77	16,089.23	13,618.35	16,429.38	13,154.61	1,914.42	10,000.00	2,000.00
Travel - Custodians	Systemwide	5,120.83	101.37	48.36	159.72	120.12	764.01	226.86	2,000.00	2,000.00
Travel - Maint. Gas fills	Systemwide	3,468.29	7,969.90	8,978.04	7,634.56	8,001.95	7,823.61	14,085.63	10,000.00	15,000.00
Travel - Attendance Officer	Systemwide	450.00	450.00	450.00	450.00	-	-	-	450.00	450.00
Transportation	Systemwide	194,081.00	194,081.00	237,287.83	244,000.00	251,439.45	252,800.00	233,182.66	322,600.00	335,000.00
Electricity	High Sch	195,959.67	268,790.21	258,218.90	261,850.15	256,286.08	210,077.09	225,080.43	265,000.00	265,000.00
Electricity	Middle Sch	104,424.82	179,341.94	188,908.99	215,047.08	177,812.66	140,922.78	184,717.24	200,000.00	200,000.00
Electricity	Avery	21,187.25	26,543.56	28,421.09	31,969.60	30,496.63	24,730.90	58,917.82	60,000.00	80,000.00
Electricity	Greenlodge	42,245.81	48,636.76	52,261.91	56,581.73	50,370.93	48,911.33	44,640.38	55,000.00	55,000.00
Electricity	Oakdale	38,843.31	47,438.44	59,445.80	60,869.67	51,245.08	47,924.54	46,903.50	60,000.00	60,000.00
Heat	High Sch	88,345.98	150,132.84	156,028.40	229,461.79	199,141.19	256,465.81	129,528.35	200,000.00	200,000.00
Heat	Middle Sch	79,353.21	84,596.35	114,908.37	159,187.24	120,633.32	131,363.46	60,563.19	120,000.00	120,000.00
Heat	Avery	34,228.00	16,289.40	27,608.44	37,512.77	30,064.69	33,815.72	30,770.76	70,000.00	60,000.00
Heat	Greenlodge	36,639.21	16,974.00	40,929.61	34,271.97	23,590.49	62,099.32	21,443.35	40,000.00	40,000.00
Heat	Oakdale	28,750.47	23,169.65	50,046.65	55,464.55	47,060.56	51,860.06	31,800.67	50,000.00	50,000.00
Heat	Riverdale	29,925.15	29,871.75	49,635.79	44,383.95	39,470.11	46,302.89	47,179.78	50,000.00	50,000.00
Water	High Sch	8,560.42	6,432.38	8,675.52	10,462.01	11,007.85	7,969.84	10,541.12	9,000.00	10,000.00
Water	Middle Sch	6,156.04	9,707.61	11,039.61	9,412.82	10,284.11	9,057.90	9,997.26	10,000.00	10,000.00
Water	Avery	1,415.39	2,262.38	1,586.79	1,166.76	1,081.74	1,126.67	1,956.67	4,000.00	4,000.00
Water	Greenlodge	3,026.38	2,895.37	2,331.63	2,633.39	1,415.80	1,830.91	2,410.56	3,000.00	3,000.00
Water	Oakdale	4,266.57	3,484.17	3,642.97	3,535.19	4,692.99	2,419.42	4,442.20	4,000.00	4,000.00
Water	Riverdale	2,501.27	3,087.62	2,645.57	1,854.05	2,430.65	2,471.03	2,223.66	3,000.00	3,000.00
Telephone	Admin.	9,821.06	9,276.91	23,109.81	20,835.37	22,557.69	20,098.55	21,655.03	20,000.00	22,000.00
Telephone	High Sch	6,523.01	14,670.85	8,124.94	7,741.36	4,658.33	4,344.88	5,014.30	8,000.00	6,000.00
Telephone	Middle Sch	2,657.57	6,100.22	3,237.35	4,060.43	5,575.35	4,270.09	4,610.95	5,000.00	5,000.00
Telephone	Avery	1,706.73	2,660.19	1,520.29	2,034.03	2,099.28	1,875.06	2,502.00	2,500.00	2,500.00
Telephone	Greenlodge	1,688.47	2,226.76	1,409.33	1,513.52	2,108.45	1,460.70	1,683.66	2,400.00	2,400.00
Telephone	Oakdale	1,930.23	2,696.08	1,562.76	1,806.38	2,006.86	1,879.55	2,609.18	2,500.00	2,500.00
Telephone	Riverdale	2,361.57	2,244.19	1,730.59	2,026.56	2,161.73	2,015.20	2,215.67	2,400.00	2,400.00
P&G Supplies - Custodial	Admin.	12,864.34	1,037.84	1,511.41	1,993.93	6,283.21	3,480.91	3,600.35	3,000.00	3,000.00
P&G Supplies - Custodial	High Sch	11,415.94	19,803.03	17,432.73	18,576.65	15,432.26	24,132.28	18,685.95	19,000.00	19,000.00
P&G Supplies - Custodial	Middle Sch	8,283.58	16,016.62	10,851.76	10,228.92	10,042.22	19,727.71	13,037.86	14,000.00	14,000.00
P&G Supplies - Custodial	Avery	3,501.43	4,305.51	4,858.05	4,147.42	5,863.62	3,691.48	4,229.01	6,000.00	5,000.00
P&G Supplies - Custodial	Greenlodge	3,122.94	4,373.47	4,423.34	5,687.18	8,327.34	3,514.54	6,390.27	5,000.00	5,000.00
P&G Supplies - Custodial	Oakdale	9,345.73	6,520.51	6,494.44	9,717.98	12,564.71	6,884.02	10,443.03	8,000.00	8,000.00
P&G Supplies - Custodial	Riverdale	5,032.63	4,698.49	6,414.58	5,804.76	5,855.46	5,067.04	6,124.43	6,000.00	6,000.00
P&G Supplies - Custodial	ECEC	-	-	-	3,389.41	5,440.52	3,602.98	4,479.15	4,000.00	4,000.00
P&G Supplies - Maintenance	Admin.	646.17	6,533.99	7,662.60	2,538.77	8,006.93	1,672.71	2,118.92	5,000.00	2,500.00
P&G Supplies - Maintenance	High Sch	30,105.61	24,513.26	20,435.02	31,437.05	19,606.08	29,812.03	23,641.98	24,000.00	24,000.00
P&G Supplies - Maintenance	Middle Sch	2,151.82	2,519.08	7,197.95	10,541.23	6,694.56	8,637.59	3,645.65	7,000.00	6,000.00
P&G Supplies - Maintenance	Avery	5,148.21	1,412.55	982.69	2,642.49	1,899.48	362.47	1,603.60	2,000.00	3,000.00
P&G Supplies - Maintenance	Greenlodge	645.62	3,651.18	6,411.43	2,755.15	6,620.09	3,330.36	4,218.60	5,000.00	4,000.00
P&G Supplies - Maintenance	Oakdale	3,582.12	4,440.40	2,484.49	5,501.02	4,443.32	3,292.71	5,433.05	4,000.00	4,000.00
P&G Supplies - Maintenance	Riverdale	8,241.96	2,810.00	2,243.44	1,848.66	4,943.79	4,392.34	1,621.80	3,000.00	3,000.00
P&G Supplies - Maintenance	ECEC	-	-	-	3,383.92	2,685.02	1,188.73	2,901.75	2,000.00	3,000.00
P&G Supplies - Painter Vendor	Systemwide	-	533.68	2,510.83	10,666.88	-	-	2,074.58	5,000.00	5,000.00
Vandalism	Systemwide	9,913.41	5,669.82	11,309.40	6,794.47	1,740.00	11,382.00	9,654.49	10,000.00	10,000.00
Maint. Contracts - Service	Systemwide	100,000.00	93,679.26	118,513.46	126,093.40	133,776.42	94,953.78	105,523.10	115,000.00	120,000.00
Maint. Contracts - Grounds	Systemwide	1,420.26	6,587.64	10,593.53	9,125.72	7,668.39	6,844.18	6,000.00	8,000.00	8,000.00
Maint. Contracts - Buildings	Systemwide	25,823.29	23,007.18	36,213.67	33,659.91	32,273.80	14,659.70	42,419.89	30,000.00	40,000.00
Maint. Contracts - Equipments	Systemwide	29,056.61	39,244.97	38,569.17	46,883.19	54,550.65	17,986.01	19,061.79	40,000.00	30,000.00
Oil Burner Service Contracts	Systemwide	13,051.50	18,081.00	18,082.00	17,570.00	17,570.00	-	19,916.13	19,000.00	19,000.00
Vandal Alarm Service Contracts	Systemwide	6,329.00	3,746.00	5,438.91	4,654.00	3,000.00	9,239.00	4,800.00	5,000.00	5,000.00
Uniforms - Custodians	Systemwide	10,525.28	10,277.44	11,513.19	11,477.94	10,978.53	11,103.35	10,998.76	12,600.00	12,600.00
Uniforms - Traffic Directors	Systemwide	2,077.05	1,309.46	1,026.44	525.53	1,200.00	1,200.00	896.00	1,000.00	1,000.00
<b>TOTAL BUDGET APPROVED</b>		<b>1,388,983.34</b>	<b>1,671,131.03</b>	<b>1,908,969.04</b>	<b>2,137,656.10</b>	<b>1,977,105.42</b>	<b>1,858,573.80</b>	<b>1,712,169.00</b>	<b>2,170,450.00</b>	<b>2,195,350.00</b>

**FY14**

**SUMMARY**

**DEDHAM PUBLIC SCHOOLS  
FY14 BUDGET PROJECTION**

CATEGORY	FY13 BUDGET	FY14 BUDGET PROJECTION	\$	FY14 vs. FY13 %
<b>PERSONNEL</b>				
REGULAR INSTRUCTION	14,283,460.75	14,461,657.46	178,197	1.25%
SPECIAL EDUCATION	6,239,324.82	6,360,643.86	121,319	1.94%
INSTRUCTIONAL SUPPORT	2,476,258.43	2,498,995.12	22,737	0.92%
OPERATIONS	122,611.00	123,637.48	1,026	0.84%
POLICY & ADMINISTRATION	2,277,358.00	2,328,080.41	50,722	2.23%
SUB-TOTAL PERSONNEL	25,399,013.00	25,773,038.24	374,001	1.47%
<b>NON-PERSONNEL</b>				
REGULAR EDUCATION	794,382.00	825,982.00	31,600	3.98%
SPECIAL EDUCATION	4,395,032.00	4,608,400.00	213,368	4.85%
INSTRUCTIONAL SUPPORT	253,130.00	254,530.00	1,400	0.55%
OPERATIONS	451,050.00	463,450.00	12,400	2.75%
POLICY & ADMINISTRATION	617,640.00	642,700.00	25,060	4.06%
SUB-TOTAL	6,511,234.00	6,795,062.00	283,828	4.36%
<b>TOTAL</b>	<b>31,910,247</b>	<b>32,568,100</b>	<b>657,853</b>	
<b>FACILITIES &amp; MAINTENANCE</b>				
<b>PERSONNEL</b>				
Salaries Facilities, Custodians & Maintenance	1,577,508.00	1,601,524.36	24,016	1.52%
<b>NON-PERSONNEL</b>				
Operations and Maintenance Non-Salary	251,600.00	261,600	10,000	3.97%
Electricity	670,000.00	690,000	20,000	2.99%
Heat	555,000.00	545,000	(10,000)	-1.80%
Water	33,000.00	34,000	1,000	3.03%
Telephone	42,800.00	42,800	-	0.00%
P&G supplies Custodial	65,000.00	64,000	(1,000)	-1.54%
P&G supplies Maintenance	102,000.00	94,500	(7,500)	-7.35%
	1,719,400.00	1,731,900.00	12,500.00	0.73%
<b>TOTAL</b>	<b>3,296,908.00</b>	<b>3,333,424.36</b>	<b>36,516.36</b>	1.11%
TOTAL PERSONNEL:	26,976,521.00	27,374,562.60	398,042	1.48%
TOTAL NON-PERSONNEL:	8,230,634.00	8,526,962.00	296,328	3.60%
GRAND TOTAL FY14 PROJECTION:	35,207,155.00	35,901,524.60	694,370	1.97%
TRANSPORTATION SUBSIDY:	25,000.00	25,000.00	-	
	35,232,155.00	35,926,524.60	694,370	1.97%

**FY14**

**NOTES**

FY13-14 Budget Summary				
<b>Blue Hills Regional Technical High School Budget (Operating and Maintenance)</b>			17,296,529	
<b>Capital Improvement</b>			600,000	
<b>Total Blue Hills RTHS Budget</b>			17,896,529	
<b>State funding</b>				
Projected Chapter 70 Aid	4,195,280			
Projected Transportation Aid	462,895			
state funding subtotal		4,658,175		
<b>Local funding</b>				
Projected Operating Reserve offset	1,150,000			
local funding subtotal		1,150,000		
<b>Regional funding</b>				
Blue Hills HS Assessments to Member Towns	12,088,354			
regional funding subtotal		12,088,354		
<b>Total Blue Hills HS Funding sources</b>			17,896,529	
<b>Blue Hills School to Careers Budget</b>				
Local sources (grants, business contributions, reserve)			12,150	148,000
Regional funding (assessments to 7 towns)			135,850	
<b>Total Blue Hills RTHS Budget</b>			17,896,529	
<b>Total Blue Hills STC Funding Sources</b>			148,000	
<b>Total Blue Hills Regional Vocational School District Budget</b>			18,044,529	
<b>Analysis of major budget line items</b>				
	<b>FY13</b>	<b>FY14</b>	<b>Difference</b>	
Salaries (all employees)	9,485,819	9,729,932	244,113	
Fuel Oil, Natural Gas, Electricity, Water & Telph.	853,500	680,000	-173,500	
Capital Improvements	1,259,135	600,000	-659,135	
Day Transportation	891,274	921,832	30,558	
Health, Life Insurance,	2,719,154	2,994,387	275,233	
Non Employee Insurance, Other	140,000	139,000	-1,000	
Non-Instructional Retirement Contribution, Medicare	560,676	577,560	16,884	
Workers Comp, School Accid., Unemployment	276,000	256,000	-20,000	
Debt Service Principal and Interest	-	-	0	
<b>TOTAL</b>	16,185,558	15,898,711	-286,847	
<b>Total Budget &amp; Capital Fund % Increase/Decrease over F</b>				
	17,919,470	17,896,529	-22,941	-0.13%

Adusted Min Con. 1/25/13

Gov. Numbers 1/25/13

FY13-14 School and District Assessments Blue Hills #806

Towns	9-12 students as of Oct. 1 2011	%-age of students by town, Oct. 1 2011	9-12 students as of Oct. 1 2012	%-age of students by town, Oct. 1 2012	change in # of students, 13 to 14	% Increase/decrease 13 to 14	FY14 Minimum Contribution EST	Non-Ralmb Transp. & Other Costs	Debt Service & Capital Costs	School to Careers FY14 assessment	Total Requested FY14 assessment	Total Requested FY13 assessment	Assessment Inc./(Decr.)	Percentage Inc./(Decr.)
Avon	32	3.8%	40	4.9%	8	25.0%	536,265	\$119,631	40,301	12,350	708,548	570,722	137,826	24.15%
Braintree	123	14.7%	139	17.0%	16	13.0%	1,574,981	\$415,719	140,048	0	2,130,748	1,801,174	329,574	18.30%
Canton	70	8.4%	58	7.1%	-12	-17.1%	802,439	\$173,465	58,437	24,700	1,059,042	1,173,074	(114,032)	-9.72%
Dedham	50	6.0%	56	6.9%	6	12.0%	724,784	\$167,484	56,422	24,700	973,390	910,376	63,014	6.92%
Holbrook	133	15.9%	132	16.2%	-1	-0.8%	1,187,280	\$394,784	132,995	12,350	1,727,408	1,691,174	36,234	2.14%
Milton	48	5.8%	49	6.0%	1	2.1%	634,186	\$146,548	49,369	12,350	842,454	790,275	52,179	6.60%
Norwood	69	8.3%	64	7.8%	-5	-7.2%	854,209	\$191,410	64,482	24,700	1,134,802	1,210,598	(75,796)	-6.26%
Randolph	306	36.7%	272	33.3%	-34	-11.1%	2,433,924	\$813,493	274,050	24,700	3,546,167	3,897,390	(351,223)	-9.01%
Westwood	3	0.4%	6	0.7%	3	100.0%	77,656	\$17,945	6,045	0	101,646	49,358	52,288	105.94%
Totals	834	100.0%	816	100.0%	-18		\$8,825,724	\$2,440,480	822,150	\$135,850	\$12,224,204	\$12,094,141	\$130,063	1.08%
								1,150,000						
								E&D						
Budget	17,896,529													

NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL			Date	4/11/2012
BUDGET REQUESTS FOR JULY 1, 2012 TO JUNE 30, 2013				
<b>SUMMARY OF BUDGET REQUESTS &amp; ESTIMATED REVENUE</b>				
<b>FISCAL 2013</b>				
<b>Expenses</b>		<b>Revenue</b>		
Teachers	3,481,935	Farm	15,000	
Athletics & Teachers Comp	290,694	Tuition - Rate		
Non-Union Salary	2,227,387	220 students @ 22,594	4,970,680	
Code 110 - Temp	310,000	260 students @ 2,000	520,000	
Code 120 - Overtime	40,000	School Lunch	193,300	
Salary Reserve	-	Rent	5,000	
Sub-Total Payroll	6,350,016	Miscellaneous	2,600	
		Student Activity Fee	40,000	
II Contractual	1,191,000	Chapter 70	1,080,756	
III Supplies	630,780	Chap 71-Transportation	169,290	
IV Obligations	190,000	Interest	5,000	
V Equipment	50,000	Sped (94-142)	70,000	
VI Building Imp.	-	Grant Reimbursement	70,000	
VII Land Imp.	-	Adult Education	15,000	
Sub Total Salaries & Operations	8,411,796	Aggie Summer Enrichment	60,000	
		Additional 2012 Receipts to rollover	301,172	
Public Audit	14,951	Total School Revenue FY2013	7,517,798	
Retirement	304,201			
Group Insurance	1,333,128	County Commitment	3,354,618	
Workmens Comp	15,000	School Revenue 2013	7,517,798	
Unemployment	44,100	<b>Total Revenue</b>	<b>10,872,416</b>	
Medicare Tax	92,770			
Property & Liability Insurances	80,542			
Prior Year	75,928			
Sub Total Indirect Cost	1,960,620			
Reserve for Debt Service-School Const	500,000			
<b>Total Costs</b>	<b>10,872,416</b>	Budget Requests Fiscal 2013	10,872,416	
		Estimated Revenue Fiscal 2013	10,872,416	

COUNTY OF NORFOLK						
NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL						
BUDGET ESTIMATES FOR JULY 1, 2012 TO JUNE 30, 2013						
Account Description	Account Number	Actual Expended 2010	Actual Expended 2011	Approved Budget 2012	Dept. Requests 2013	Commr Appr 2013
<b>SALARIES</b>						
SUPER PROF SALARIES PERMANENT	201.910.5100.00.1210.01	126,070.14	128,465.05	126,813.85	131,303.25	131,303.25
DISTR. WIDE - PROF. SALARIES - PERM	201.910.5100.00.1230.01	48,039.02	147,171.26	275,209.82	173,762.21	173,762.21
BUS & FINCE PROF SAL PERM	201.910.5100.00.1410.01	111,433.47	113,616.42	112,181.52	116,152.91	116,152.91
DEAN OF STUDENTS	201.920.5100.00.2120.01	68,065.71	71,701.96	73,785.32	76,397.43	76,397.43
BLDG. LDRSHIP- PROF. SALARIES - PERM	201.920.5100.00.2210.01	109,827.76	111,972.83	109,673.85	113,556.47	113,556.47
SPED DIR. - PROF SALARIES - PERM	201.930.5100.00.2110.01	100,353.69	102,366.27	100,798.20	104,366.60	104,366.60
SPED - CLSRM TCHR - PROF SALARIES - PERM	201.930.5100.00.2305.01	210,766.56	210,774.09	206,936.54	218,717.22	218,717.22
GUIDANCE - PROF SALARIES - PERM	201.930.5100.00.2710.01	203,137.75	187,973.33	219,148.66	257,487.03	257,487.03
MED. & HEALTH - PROF SALARIES - PERM	201.930.5100.00.3200.01	77,482.84	77,035.78	76,757.31	81,423.60	81,423.60
DEPT. HEADS - PROF SALARIES - PERM	201.940.5100.00.2220.01	95,024.10	99,136.15	97,376.27	100,823.53	100,823.53
BLDG. TECH. - PROF SALARIES - PERM	201.940.5100.00.2250.01	84,706.24	77,341.08	70,411.32	123,474.84	123,474.84
CLASSROOM TCHRS - PROF SALARIES - PERM	201.940.5100.00.2305.01	1,486,214.98	1,342,578.75	1,459,166.22	1,463,135.39	1,463,135.39
LIBRARY - PROF. SALARIES - PERM	201.940.5100.00.2340.01	48,769.49	49,765.74	51,750.66	59,985.31	59,985.31
CURRICULUM COORD.PEMT PROF.SALARIES	201.941.5100.00.2110.01	94,124.10	81,164.60	90,500.00	93,703.84	93,703.84
CLASSROOM TCHRS. - PROF SAL - PERM	201.941.5100.00.2305.01	636,673.20	731,131.18	729,702.78	751,555.84	751,555.84
CURRICULUM COORD.ANIMAL SCI.PROF.SALARIES	201.942.5100.00.2110.01	889.38	91,598.31	90,500.00	93,703.84	93,703.84
DEPT. HEADS - PROF. SAL. - PERM	201.942.5100.00.2220.01	78,360.69	-	-	-	-
CLASSROOM TCHRS. - PROF. SAL - PERM	201.942.5100.00.2305.01	739,372.42	601,407.51	609,128.67	649,630.44	649,630.44
CUSTODIAL - PROF. SAL. - PERM	201.950.5100.00.4110.01	208,160.96	218,241.43	218,238.63	218,157.60	218,157.60
GROUND MAINT. - PROF SALARIES - PERM	201.950.5100.00.4210.01	210,458.17	214,382.23	212,551.86	226,706.85	226,706.85
BLDG MAINT. - PROF SALARIES - PERM	201.950.5100.00.4220.01	131,620.28	134,602.25	132,813.84	146,465.67	146,465.67
EQUIP MAINT - PRO SAL - PERM	201.950.5100.00.4230.01	57,795.61	60,608.18	60,428.31	62,567.56	62,567.56
FOOD SERVICE - PROF. SALARIES - PERM	201.960.5100.00.3400.01	113,142.51	118,922.39	167,235.15	172,451.36	172,451.36
OTHR STUDENT ACT - PROF SALARIES - PERM	201.970.5100.00.3520.01	45,968.25	45,686.36	47,663.27	48,761.10	48,761.10
ATHLETICS - PROF SALARIES - PERM	201.980.5100.00.3510.01	98,300.08	96,410.83	104,230.06	105,805.09	105,805.09
SUPER - CLERICAL SALARIES PERM	201.910.5100.00.1210.02	68,979.03	70,517.65	69,130.30	71,577.62	71,577.62
BUS & FINCE - CLERICAL SERV - PERM	201.910.5100.00.1410.02	115,115.07	116,126.18	114,672.85	120,333.12	120,333.12
BLDG. LDRSHIP- CLERICAL SALARIES- PERM	201.920.5100.00.2210.02	105,852.93	125,043.23	113,940.53	68,390.54	68,390.54
DEPT. HEADS - CLERICAL SALARIES- PERM	201.940.5100.00.2220.02	80,313.02	42,721.73	92,323.65	96,749.34	96,749.34
GUIDANCE - CLERICAL SALARIES-PERM	201.930.5100.00.2710.02	-	-	-	52,870.33	52,870.33
TEMPORARY WAGES	201.910.5110.00.1230.03	213,534.91	224,902.59	310,000.00	310,000.00	310,000.00
STIPENDS-TEACHER COMP/LONGEVITY						
OVERTIME	201.910.5120.00.1230.03	42,095.05	76,397.56	40,000.00	40,000.00	40,000.00
<b>TOTAL SALARIES</b>		<b>5,788,647.40</b>	<b>5,749,763.02</b>	<b>6,183,069.44</b>	<b>6,350,015.93</b>	<b>6,350,015.33</b>

CONTRACTUAL EXPENSES							
SUPER - CONTRACTED SERVICES	201.910.5200.00.1210.04	1,405.83	257.31	2,500.00	2,500.00	2,500.00	
DISTR WIDE - CONTRACTED SERV	201.910.5200.00.1230.04	42,402.48	31,479.52	64,000.00	64,000.00	64,000.00	
BUS & FIN - CONTRACTED SERVICES	201.910.5200.00.1410.04	1,007.00	155.00	2,500.00	2,500.00	2,500.00	
LEGAL SERVICES	201.910.5200.00.1430.04	31,021.73	29,848.97	30,000.00	30,000.00	30,000.00	
BLDG LEADERSHIP - CONTRACT SERV	201.920.5200.00.2210.04	67.20	3,697.61	2,000.00	2,000.00	2,000.00	
NTWRK & TELCOM - CONTRACT SERV	201.920.5200.00.4400.04	14,039.60	11,379.80	18,000.00	18,000.00	18,000.00	
TECH MAINT - CONTRACTED SERV	201.920.5200.00.4450.04	6,375.73	19,818.25	20,000.00	20,000.00	20,000.00	
TESTING & ASSMT - CONTRACTED SERV	201.930.5200.00.2720.04	9,576.40	12,651.34	20,000.00	20,000.00	20,000.00	
MED & HEALTH - CONTRACTED SERV	201.930.5200.00.3200.04	5,660.35	4,779.48	5,000.00	5,000.00	5,000.00	
TRANSPORTATION - CONTRACTED SERV	201.930.5200.00.3300.04	291,600.00	307,800.00	270,000.00	330,000.00	330,000.00	
OTHER INSTRC - CONTRACTED SERVICES	201.940.5200.00.2440.04	11,901.30	32,077.46	40,000.00	40,000.00	40,000.00	
CLSRM INSTR TCHR - CONTR SERVICES	201.940.5200.00.2451.04	1,467.00	-	2,000.00	2,000.00	2,000.00	
OTHR INSTRC - CONTRACTED SERVICES	201.942.5200.00.2440.04	26,247.32	28,367.70	18,000.00	18,000.00	18,000.00	
HEAT - CONTRACTED SERVICES	201.950.5200.00.4120.04	102,288.80	137,964.37	155,000.00	175,000.00	175,000.00	
UTILITIES - CONTRACTED SERVICES	201.950.5200.00.4130.04	122,170.35	78,998.59	166,000.00	166,000.00	166,000.00	
BLDG MAINT - CONTRACTED SERVICES	201.950.5200.00.4220.04	75,101.49	73,723.23	80,000.00	80,000.00	80,000.00	
EQUIP MAINT - CONTRACTED SERVICES	201.950.5200.00.4230.04	9,616.85	21,351.38	25,000.00	25,000.00	25,000.00	
EXTRAORDINARY MAINT - CONTR SERV	201.950.5200.00.4330.04	-	-	10,000.00	10,000.00	10,000.00	
FOOD SERV - CONTRACTED SERVICES	201.960.5200.00.3400.04	2,737.41	2,600.90	3,000.00	3,000.00	3,000.00	
OTH STUDENT ACT - CONTRAC SERV	201.970.5200.00.3520.04	16,225.00	6,865.00	8,000.00	8,000.00	8,000.00	
ATHLETICS - CONTRACTED SERVICES	201.980.5200.00.3510.04	164,932.00	176,452.60	160,000.00	170,000.00	170,000.00	
TOTAL CONTRACTUAL		935,843.84	980,168.51	1,101,000.00	1,191,000.00	1,191,000.00	
SUPPLIES & MATERIALS							
SUPER - SUPPLIES & MATERIAL	201.910.5300.00.1210.05	385.00	1,175.19	2,000.00	2,000.00	2,000.00	
DISTR WIDE - SUPPLIES & MATERIAL	201.910.5300.00.1230.05	23,572.57	20,405.33	40,000.00	40,000.00	40,000.00	
BUS & FIN - SUPPLIES & MATERIAL	201.910.5300.00.1410.05	1,715.96	314.95	2,000.00	2,000.00	2,000.00	
BLDG LEADERSHIP - SUPPLIES & MAT	201.920.5300.00.2210.05	7,169.59	8,876.21	22,100.00	22,100.00	22,100.00	
GUIDANCE - SUPPLIES & MATERIAL	201.930.5300.00.2710.05	359.12	3,337.87	4,000.00	4,000.00	4,000.00	
MED & HEALTH - SUPPLIES & MATERIALS	201.930.5300.00.3200.05	928.53	1,783.38	5,000.00	5,000.00	5,000.00	
BLDG TECH - SUPPLIES & MATERIAL	201.940.5300.00.2250.05	21,371.66	29,492.31	18,000.00	18,000.00	18,000.00	
OTH INSTR MTRL - SUPPLS & MATRL	201.940.5300.00.2415.05	21,028.03	19,079.32	20,000.00	20,000.00	20,000.00	
GENERAL SUPPLIES	201.940.5300.00.2430.05	28,798.65	25,755.81	30,000.00	30,000.00	30,000.00	
CLSRM INSTR TCHR - SUPPLIES & MATERIALS	201.940.5300.00.2451.05	3,072.00	3,712.23	4,000.00	4,000.00	4,000.00	
INSTRC SFTWR - SUPPLIES & MATERIALS	201.940.5300.00.2455.05	398.00	1,699.00	4,000.00	4,000.00	4,000.00	
OTH INSTR MATERIAL - SUPP & MATERIALS	201.941.5300.00.2415.05	45,625.92	60,791.32	55,000.00	55,000.00	55,000.00	
OTH INSTRC MAT - SUPPLIES & MATERIALS	201.942.5300.00.2415.05	74,161.84	72,721.23	85,000.00	85,000.00	85,000.00	
CUSTODIAL - SUPPLIES & MATERIALS	201.950.5300.00.4110.05	14,042.84	14,730.51	16,000.00	16,000.00	16,000.00	
HEAT - SUPPLIES & MATERIALS	201.950.5300.00.4120.05	36,839.05	64,472.00	93,680.00	93,680.00	93,680.00	
GRD MNT - SUPPLIES & MATERIALS	201.950.5300.00.4210.05	15,769.20	19,937.01	22,000.00	22,000.00	22,000.00	
BLDG MAINT - SUPPLIES & MATERIALS	201.950.5300.00.4220.05	28,495.08	33,854.19	30,000.00	30,000.00	30,000.00	
EQUIP MAINT - SUPPLIES & MATERIALS	201.950.5300.00.4230.05	35,606.46	33,423.80	30,000.00	50,000.00	50,000.00	
FOOD SERV - SUPPLIES & MATERIALS	201.960.5300.00.3400.05	109,299.36	119,233.87	110,000.00	110,000.00	110,000.00	
ATHLETICS - SUPPLIES & MATERIALS	201.980.5300.00.3510.05	15,435.59	16,969.23	18,000.00	18,000.00	18,000.00	
TOTAL SUPPLIES & MATERIALS		484,075.45	551,765.26	610,780.00	630,780.00	630,780.00	

OBLIGATIONS							
SCH COMM - OTHER EXPENSES	201.910.5400.00.1110.06	3,344.00	3,438.00	3,000.00	3,000.00	3,000.00	3,000.00
SUPER - OTHER EXPENSES	201.910.5400.00.1210.06	1,939.46	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
DISTR WIDE - OTHER EXPENSES	201.910.5400.00.1230.06	33,008.74	35,266.76	23,050.00	65,000.00	65,000.00	65,000.00
DISTR WIDE - UNPAID BILLS PRIOR YEAR	201.910.5400.00.1230.06	-	203.20	5,000.00	5,000.00	5,000.00	5,000.00
BUS & FIN - OTHER EXPENSES	201.910.5400.00.1410.06	2,310.00	2,135.00	2,500.00	2,500.00	2,500.00	2,500.00
BLDG LEADERSHIP - OTHER EXP	201.920.5400.00.2210.06	953.00	570.00	2,000.00	2,000.00	2,000.00	2,000.00
NTWRK & TELCOM - OTHER EXPENSES	201.920.5400.00.4400.06	1,380.70	624.58	4,000.00	4,000.00	4,000.00	4,000.00
GUIDANCE - OTHER EXPENSES	201.930.5400.00.2710.06	857.79	971.61	1,000.00	1,000.00	1,000.00	1,000.00
TESTING & ASSMT - OTHER EXPENSES	201.930.5400.00.2720.06	2,428.00	-	2,500.00	2,500.00	2,500.00	2,500.00
PROF DVLP STPND - OTHER EXP	201.940.5400.00.2357.06	14,558.66	15,734.78	15,000.00	15,000.00	15,000.00	15,000.00
TXTBKS/SFTWR/MEDIA - OTHER EXP	201.940.5400.00.2410.06	26,911.31	20,305.40	30,000.00	30,000.00	30,000.00	30,000.00
OTH INSTR MTRL - OTHER EXPENSES	201.940.5400.00.2415.06	500.00	1,250.75	4,000.00	4,000.00	4,000.00	4,000.00
PRO DVLP STPNS - OTHER EXPENSES	201.941.5400.00.2357.06	3,796.33	4,666.00	4,000.00	4,000.00	4,000.00	4,000.00
TXTBKS/SFTWR/MED - OTHER EXP	201.941.5400.00.2410.06	3,530.93	4,620.69	4,000.00	4,000.00	4,000.00	4,000.00
PROF DEV STPND - OTHER EXPENSES	201.942.5400.00.2357.06	3,960.00	5,032.00	5,000.00	5,000.00	5,000.00	5,000.00
TXTBK/SPWR/MED - OTHER EXPENSES	201.942.5400.00.2410.06	4,506.63	2,860.49	5,000.00	5,000.00	5,000.00	5,000.00
UTILITIES - OTHER EXPENSES	201.950.5400.00.4130.06	21,600.00	34,722.22	25,000.00	25,000.00	25,000.00	25,000.00
OTH STUDENT ACT - OTHER EXPENSES	201.970.5400.00.3520.06	994.00	927.00	1,000.00	1,000.00	1,000.00	1,000.00
ATHLETICS - OTHER EXPENSES	201.980.5400.00.3510.06	1,379.00	6,987.39	10,000.00	10,000.00	10,000.00	10,000.00
TOTAL OBLIGATIONS		127,958.55	142,315.87	148,050.00	190,000.00	190,000.00	190,000.00
EQUIPMENT							
DISTR WIDE - EQUIPMENT	201.910.5500.00.1230.06	49,911.25	49,946.00	50,000.00	50,000.00	50,000.00	50,000.00
TOTAL EQUIPMENT							
SUB TOTAL - SALARIES & OPERATIONS							
		7,386,436.49	7,473,958.66	8,092,899.44	8,411,795.93	8,411,795.33	8,411,795.33
INDIRECT COSTS							
PY INDIRECTS		-	50,619.00		75,928.00	75,928.00	75,928.00
AUDIT		6,420.00	5,070.00	12,788.00	14,951.00	14,951.00	14,951.00
EMPLOYEE INSURANCE		894,331.00	1,014,994.00	826,220.38	815,571.00	815,571.00	815,571.00
RETIRES INSURANCE		472,704.00	556,516.00	625,219.93	517,557.00	517,557.00	517,557.00
RETIREMENT		226,801.00	170,215.00	281,795.00	304,201.00	304,201.00	304,201.00
WORKERS COMP		15,000.00	40,328.00	15,000.00	15,000.00	15,000.00	15,000.00
UNEMPLOYMENT		16,125.00	3,300.00	40,021.00	44,100.00	44,100.00	44,100.00
MEDICARE		62,460.00	70,847.00	84,320.00	92,770.00	92,770.00	92,770.00
MEDEX CREDIT		(27,124.00)	-	-	-	-	-
GENERAL INSURANCE		73,464.00	71,031.00	72,415.25	80,542.00	80,542.00	80,542.00
TOTAL INDIRECT COSTS		1,740,181.00	1,982,920.00	1,957,779.56	1,960,620.00	1,960,620.00	1,960,620.00
RESERVE FOR DEBT SERVICE-SCHOOL CONST PROJECT		-	-	300,000.00	500,000.00	500,000.00	500,000.00
TOTAL BUDGET		9,126,617.49	9,456,878.66	10,350,679.00	10,872,415.93	10,872,415.33	10,872,415.33

COUNTY OF NORFOLK						
NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL						
BUDGET ESTIMATES FOR JULY 1, 2012 TO JUNE 30, 2013						
Account Description	Account Number					
NCAHS-USDA RECEIPTS	201.900.4110.02.000.00	1,222.45	603.00			
NCAHS-OUT OF DISTRICT TUITION	201.900.4110.04.0000.00	4,416,988.36	4,441,388.44	4,606,560.00	4,970,680.00	4,970,680.00
NCAHS-IN DISTRICT TUITION	201.900.41110.23.000.00	-	271,500.00	520,000.00	520,000.00	520,000.00
NCAHS-SPED TUITION RECEIPTS	201.900.4110.05.0000.00	134,200.50	102,181.90		70,000.00	70,000.00
NCAHS-SCHOOL LUNCH RECEIPTS	201.900.4110.06.0000.00	163,410.98	168,421.31	160,000.00	160,000.00	160,000.00
NCAHS-STATE SCH LUNCH REIMB	201.900.4110.07.0000.00	2,562.08	2,263.32			2,300.00
NCAHS-FED SCH LUNCH REIMB	201.900.4110.08.0000.00	30,149.20	30,738.79			31,000.00
NCAHS-MEALS TAX RECEIPTS	201.900.4110.09.0000.00	97.40	84.18			100.00
NCAHS - RENTAL RECEIPTS	201.900.4110.11.0000.00	350.00	210.00	5,000.00	5,000.00	5,000.00
NCAHS-SUMMER CAMP RECEIPTS	201.900.4110.12.0000.00	71,490.00	59,240.00	50,000.00	60,000.00	60,000.00
NCAHS-ADULT EDUCATION	201.900.4110.13.0000.00	15,162.50	5,395.00	15,000.00	15,000.00	15,000.00
NCAHS-GRANT REIMBURSEMENTS	201.900.4110.14.0000.00	163,644.37	151,693.59	70,000.00	70,000.00	70,000.00
NCAHS-CHAPTER 70 REIMBURSEMENT	201.900.4110.16.0000.00	1,003,912.00	968,927.00	1,028,147.00	1,080,756.00	1,080,756.00
NCAHS-CHAPTER 71 REIMBURSEMENT	201.900.4110.17.0000.00	144,317.00	167,947.00	135,000.00	169,290.00	169,290.00
NCAHS-INTEREST EARNED	201.900.4110.18.0000.00	574.96	1,391.54	5,000.00	5,000.00	5,000.00
NCAHS-MISC. RECEIPTS	201.900.4110.20.0000.00	9,139.16	22,720.31	2,500.00	2,500.00	2,500.00
NCAHS-ANIMAL SCIENCE/FARM RECEIPTS	201.900.4110.21.0000.00	11,100.25	13,438.00	15,000.00	15,000.00	15,000.00
NCAHS - STUDENT ACTIVITY FEES	201.900.4110.22.0000.00	64,840.00	61,575.00	40,000.00	40,000.00	40,000.00
NCAHS-STUDENT SERVICES	201.900.4110.24.0000.00	-	9,900.00			
		6,233,161.21	6,479,618.38	6,652,207.00	7,183,226.00	7,216,626.00
		-	-			
COUNTY COMMITMENT		3,115,096.00	3,192,974.00	3,272,798.00	3,354,618.00	3,354,618.00
		-	-			
TOTAL REVENUE		9,348,257.21	9,672,592.38	9,925,005.00	10,537,844.00	10,571,244.00
		-	-			
PRIOR YEAR RECEIPTS		-	-	425,674.00	334,571.93	301,172.00
		-	-			
TOTAL BUDGETED REVENUE				10,350,679.00	10,872,415.93	10,872,416.00

# DEPT 410: INFRASTRUCTURE ENGINEERING BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: Jason Mammone  
 Phone Number: 781-751-9350  
 Budget Submitted By: Jason Mammone  
 Position: Town Engineer

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$375,448.39	\$392,154.92	\$382,923.54	\$413,934.00	\$411,184.03	\$411,186.00	
STM Transfer				\$7,566.00			
Purchase of Services	\$55,898.59	\$69,200.12	\$72,503.61	\$70,000.00	\$82,087.00	\$77,087.00	
Supplies	\$14,952.77	\$20,231.78	\$11,405.37	\$25,000.00	\$26,060.00	\$25,860.00	
Other Charges & Expenses	\$3,025.00	\$2,670.00	\$1,635.56	\$3,500.00	\$6,110.00	\$6,110.00	
<b>ORIGINAL BUDGET</b>				<b>\$520,000.00</b>			
	<b>\$449,324.75</b>	<b>\$484,256.82</b>	<b>\$468,468.08</b>	<b>\$512,434.00</b>	<b>\$525,441.03</b>	<b>\$520,243.00</b>	

# DEPT 410: INFRASTRUCTURE ENGINEERING SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
1	Engineering	Licensure	\$250	\$250
2	Engineering	Infrastructure Engineering	\$181,494	\$181,495
3	Geographic Information Systems	GIS Manager	\$76,854	\$76,854
4	Engineering	Project Engineering	\$68,755	\$68,756
5	Customer Service & Support	Administrative Assistant	\$53,361	\$53,361
6	Engineering	Contracted Engineering Services	\$45,000	\$40,000
7	Geographic Information Systems	GIS Technical Services	\$31,000	\$31,000
8	Engineering	Engineering Supplies & Equipment	\$30,397	\$30,197
9	Contract Management	Contract Management	\$1,750	\$1,750
10	Engineering	Intern	\$15,360	\$15,360
	Geographic Information Systems	Intern	\$15,360	\$15,360
11	Engineering	Professional Associations	\$5,460	\$5,460
	Geographic Information Systems	Professional Associations	\$400	\$400
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
		<b>TOTAL</b>	<b>\$525,441</b>	<b>\$520,243</b>

# DEPT 410: INFRASTRUCTURE ENGINEERING PERSONNEL SERVICES

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	
MANAGEMENT																				
5110-410	Town Engineer	Engineering	Mammone	M-8	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	1	7	3,827.34	26.1	99,893.57	150.00	100,043.57	100,044.00
			Vacant		N/A	1	N/A	3,827.34	26.1	99,893.57	0.00	99,893.57	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00
5110-411	Infrastructure Engineer	Engineering	Finnigan	M-5	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	1	6	3,120.72	26.1	81,450.79	0.00	81,450.79	81,451.00
			Mammone		N/A	1	7	3,547.02	26.1	92,577.22	150.00	92,727.22	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00
5110-412	GIS Manager	GIS	Scott	M-4	N/A	1	7	2,938.84	26.1	76,703.72	0.00	76,703.72	1	7	2,938.84	26.1	76,703.72	150.00	76,853.72	76,854.00
5110-413	Project Engineer	Engineering	Lawrence	M-3	N/A	1	7	2,628.56	26.1	68,605.42	150.00	68,755.42	1	7	2,628.56	26.1	68,605.42	150.00	68,755.42	68,756.00
Management Salaries						4				337,779.94	300.00	338,079.94	4				326,653.51	450.00	327,103.51	327,105.00
ADMINISTRATIVE ASSISTANTS																				
5110-421	Admin Assistant I	Customer Service & Mgmt Support	Brown	AA-1	N/A	1	4	1,011.60	52.2	52,805.52	555.00	53,360.52	1	4	1,011.60	52.2	52,805.52	555.00	53,360.52	53,361.00
Administrative Assistant Salaries						1				52,805.52	555.00	53,360.52	1				52,805.52	555.00	53,360.52	53,361.00
INTERNS																				
5120-410	Intern	Engineering	TBD	N/A	N/A	0	N/A			30,000.00	0.00	30,000.00	0	N/A	1,280.00	12.0	15,360.00	0.00	15,360.00	15,360.00
		GIS	TBD	N/A	N/A	0	N/A				0.00	0.00	0	N/A	1,280.00	12.0	15,360.00	0.00	15,360.00	15,360.00
Interns						0				30,000.00		30,000.00	0						30,720.00	30,720.00
ROUND TO BUDGET											59.54									0.00
ORIGINAL APPROPRIATION												421,500.00								0.00
STM TRANSFER												-7,566.00								0.00
PERSONNEL SERVICES						5				390,585.46	855.00	413,934.00	5				379,459.03	1,005.00	411,184.03	411,186.00

## NOTES:

Infrastructure Engineer position reclassified M-6 to M-5.

**DEPT 410: INFRASTRUCTURE ENGINEERING  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5240-240	Repairs & Maintenance, Vehicle	\$743.95	\$585.96	\$1,227.52	\$2,500.00	\$3,587.00	\$3,587.00	
5240-245	Repairs & Maintenance, Equipment	\$755.95	\$0.00	\$340.92	\$750.00	\$750.00	\$750.00	
5300-138	Procurement & Contracting	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750.00	\$1,750.00	Costs of competitive bid management
5300-300	Professional / Technical	\$52,481.69	\$66,959.37	\$70,000.00	\$65,000.00	\$76,000.00	\$71,000.00	
5300-310	Advertising	\$308.80	\$0.00	\$210.00	\$250.00	\$0.00	\$0.00	Moved to Procurement & Contracting
5340-340	Printing	\$1,608.20	\$1,654.79	\$725.17	\$1,500.00	\$0.00	\$0.00	Moved to Procurement & Contracting
		<b>\$55,898.59</b>	<b>\$69,200.12</b>	<b>\$72,503.61</b>	<b>\$70,000.00</b>	<b>\$82,087.00</b>	<b>\$77,087.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5240-240	Repairs & Maintenance, Vehicle							
	Tires Replacements	Engineering	8	8	\$125.00	\$1,000.00	\$1,000.00	
	Vehicle Cleanings (2 Veh)	Engineering	24	24	\$8.33	\$200.00	\$200.00	
	Vehicle Details (2 Veh)	Engineering	4	4	\$50.00	\$200.00	\$200.00	
	Routine Preventive Maintenance	Engineering	3	3	\$200.00	\$600.00	\$600.00	
	Inspections	Engineering	3	3	\$29.00	\$87.00	\$87.00	
	Maintenance	Engineering	3	3	\$500.00	\$1,500.00	\$1,500.00	
					<b>Account Subtotal</b>	<b>\$3,587.00</b>	<b>\$3,587.00</b>	
5240-245	Repairs & Maintenance, Equipment							
	Recalibrate surveying equipment	Engineering	1	1	\$275.00	\$275.00	\$275.00	
	Plotter	Engineering	1	1	\$200.00	\$200.00	\$200.00	
	Radar maintenance	Engineering	1	1	\$275.00	\$275.00	\$275.00	
					<b>Account Subtotal</b>	<b>\$750.00</b>	<b>\$750.00</b>	
5300-300	Professional / Technical							
	GIS Software Subscription	GIS	1	1	\$25,000.00	\$25,000.00	\$25,000.00	
	AutoCAD License	GIS	1	1	\$6,000.00	\$6,000.00	\$6,000.00	
	Outsourced Engineering Services	Engineering	45,000	40,000	\$1.00	\$45,000.00	\$40,000.00	
					<b>Account Subtotal</b>	<b>\$76,000.00</b>	<b>\$71,000.00</b>	
5300-138	Procurement & Contracting							
	Advertise RFPs	Contracting	10	10	\$75.00	\$750.00	\$750.00	
	Project Certified Mailings	Contracting	10	10	\$50.00	\$500.00	\$500.00	
	Printing Projects	Contracting	2	2	\$250.00	\$500.00	\$500.00	
					<b>Account Subtotal</b>	<b>\$1,750.00</b>	<b>\$1,750.00</b>	

**DEPT 410: INFRASTRUCTURE ENGINEERING  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$1,006.51	\$264.41	\$599.95	\$750.00	\$200.00	\$0.00	
5420-429	Office Supplies, Specialized	\$1,038.00	\$915.46	\$727.27	\$750.00	\$1,360.00	\$1,360.00	
5480-480	Vehicle Fuels & Oil	\$5,077.48	\$5,527.29	\$4,739.89	\$7,500.00	\$7,500.00	\$7,500.00	
5580-410	Field Equipment	\$7,425.85	\$13,123.32	\$4,914.44	\$15,000.00	\$16,000.00	\$16,000.00	
5580-582	Protective Clothing	\$404.93	\$401.30	\$423.82	\$1,000.00	\$1,000.00	\$1,000.00	
		<b>\$14,952.77</b>	<b>\$20,231.78</b>	<b>\$11,405.37</b>	<b>\$25,000.00</b>	<b>\$26,060.00</b>	<b>\$25,860.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General							
	Miscellany	Engineering	10	0	\$20.00	\$200.00	\$0.00	
						<b>Account Subtotal</b>	<b>\$200.00</b>	<b>\$0.00</b>
5420-429	Office Supplies, Specialized							
	Plotter paper rolls	Engineering	10	10	\$100.00	\$1,000.00	\$1,000.00	
	Plotter ink cartridges	Engineering	6	6	\$60.00	\$360.00	\$360.00	
						<b>Account Subtotal</b>	<b>\$1,360.00</b>	<b>\$1,360.00</b>
5480-480	Vehicle Fuels & Oil							
	Fuel, Unleaded	Engineering	2,143	2,143	\$3.50	\$7,500.00	\$7,500.00	
						<b>Account Subtotal</b>	<b>\$7,500.00</b>	<b>\$7,500.00</b>
5580-410	Field Equipment							
	Mechanical Tools (i.e., Sledgehammer, Measures)	Engineering	10	10	\$100.00	\$1,000.00	\$1,000.00	
	Water Testing Kits & Supplies	Engineering	10	10	\$100.00	\$1,000.00	\$1,000.00	
	Traffic Equipment & Supplies	Engineering	10	10	\$500.00	\$5,000.00	\$5,000.00	
	Survey Equipment & Supplies (Tripods, Covers, Nails)	Engineering	10	10	\$500.00	\$5,000.00	\$5,000.00	
	Sewer System Bacteria Additives (Fats, Oils, Grease)	Engineering	20	20	\$100.00	\$2,000.00	\$2,000.00	
	Expendable Equipment (i.e., Stakes, Gloves, Spray Paint)	Engineering	100	100	\$20.00	\$2,000.00	\$2,000.00	
						<b>Account Subtotal</b>	<b>\$16,000.00</b>	<b>\$16,000.00</b>
5580-582	Protective Clothing							
	Field Gear (Reflective, Rain)	Engineering	11	11	\$50.00	\$550.00	\$550.00	
	Protective shoes	Engineering	3	3	\$150.00	\$450.00	\$450.00	
						<b>Account Subtotal</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>

**DEPT 410: INFRASTRUCTURE ENGINEERING  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-193	License Renewal	\$287.00	\$0.00	\$96.00	\$250.00	\$250.00	\$250.00	
5300-330	Meeting & Conference Fees	\$2,204.00	\$1,707.00	\$1,279.56	\$2,550.00	\$2,250.00	\$2,250.00	
5710-710	Travel Expenses	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	
5730-730	Dues & Memberships	\$534.00	\$963.00	\$260.00	\$500.00	\$3,410.00	\$3,410.00	
		<b>\$3,025.00</b>	<b>\$2,670.00</b>	<b>\$1,635.56</b>	<b>\$3,500.00</b>	<b>\$6,110.00</b>	<b>\$6,110.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
5190-193	License Renewal							
	Professional Engineers License	Engineering	2	2	\$125.00	\$250.00	\$250.00	
					<b>Account Subtotal</b>	<b>\$250.00</b>	<b>\$250.00</b>	
5300-330	Meeting & Conference Fees							
	NEWEA Annual Meeting	Engineering	3	3	\$300.00	\$900.00	\$900.00	
	Bay State Roads	Engineering	9	9	\$50.00	\$450.00	\$450.00	
	ESRI GIS Bi-Annual Meeting	GIS	1	1	\$0.00	\$0.00	\$0.00	
	ASCE / BSCE	Engineering	3	3	\$300.00	\$900.00	\$900.00	
					<b>Account Subtotal</b>	<b>\$2,250.00</b>	<b>\$2,250.00</b>	
5710-710	Travel Expenses							
	GIS: Six meetings / year	GIS	360	360	\$0.56	\$199.80	\$199.80	
					<b>Account Subtotal</b>	<b>\$199.80</b>	<b>\$199.80</b>	
5730-730	Dues & Memberships							
	American Soc. of Civil Engineers	Engineering	3	3	\$350.00	\$1,050.00	\$1,050.00	
	APWA	Engineering	2	2	\$180.00	\$360.00	\$360.00	
	GIS Association	GIS	1	1	\$200.00	\$200.00	\$200.00	
	Institute of Traffic Engineers	Engineering	1	1	\$300.00	\$300.00	\$300.00	
	Mass. Coalition for Water Resources Stewardship	Engineering	1	1	\$1,500.00	\$1,500.00	\$1,500.00	
					<b>Account Subtotal</b>	<b>\$3,410.00</b>	<b>\$3,410.00</b>	

## DEPT 420: PUBLIC WORKS BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: Joe Flanagan  
 Phone Number: 781-751-9350  
 Budget Submitted By: Joe Flanagan  
 Position: Director of Public Works

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$1,341,251.76	\$1,384,805.50	\$1,387,627.93	\$1,422,225.00	\$1,605,985.37	\$1,500,880.00	
Overtime	\$169,946.66	\$109,828.84	\$157,900.99	\$169,000.00	\$160,000.00	\$160,000.00	
Purchase of Services	\$621,865.90	\$489,235.58	\$470,454.80	\$503,800.00	\$695,000.00	\$695,000.00	
Supplies	\$237,461.66	\$251,810.48	\$205,159.44	\$253,600.00	\$322,501.00	\$344,351.00	
Other Charges & Expenses	\$2,650.90	\$2,695.25	\$3,586.00	\$3,500.00	\$3,500.00	\$3,500.00	
	<b>\$2,373,176.88</b>	<b>\$2,238,375.65</b>	<b>\$2,224,729.16</b>	<b>\$2,352,125.00</b>	<b>\$2,786,986.37</b>	<b>\$2,703,731.00</b>	

SEWER ENTERPRISE FUNDING							
Personnel Services	\$132,500.00	\$132,500.00	\$90,300.00	\$90,300.00	\$147,399.10	\$147,399.45	
Purchase of Services	\$30,000.00	\$30,000.00	\$130,000.00	\$130,000.00	\$205,000.00	\$205,000.00	
Supplies	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$27,000.00	\$14,000.00	

# DEPT 420: PUBLIC WORKS

## SERVICE LEVEL BUDGET

### SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Highway	Traffic Signal Maintenance	\$20,000	\$20,000
	Highway	Sign Replacements	\$20,000	\$20,000
	Highway	Crosswalk & Long Lines Annual Marking	\$25,000	\$25,000
	Highway	Detail Payments	\$10,000	\$10,000
	Highway	Materials Disposal	\$125,000	\$125,000
	Sewer	Pipeline Flushing & Pump Station O&M	\$215,000	\$215,000
	Management	Public Works Director	\$110,044	\$110,044
	Highway	Contractual Allowances	\$27,534	\$27,534
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Highway	Salaries & Overtime for Highway Maintenance	\$1,237,470	\$1,237,473
		Highway Equipment, Maintenance & Repairs	\$335,000	\$323,000
	Cemetery	Salaries for Cemetery Maintenance	\$68,686	\$68,687
		Cemetery Equipment, Maintenance & Repairs	\$47,000	\$42,000
	Management	Customer Service & Administration	\$53,541	\$53,541
	Sewer	Sewer Equipment, Maintenance & Repairs	\$18,000	\$8,000
	Forestry	Tree Program Maintenance	\$10,000	\$10,000
	Fleet	Fleet Maintenance Staff & Maintenance Costs	\$162,983	\$264,951
	Cemetery	Pest Control	\$5,000	\$5,000
	Highway	Professional Associations & Licenses	\$2,750	\$2,750
	Sewer	Professional Associations & Licenses	\$500	\$500
	Cemetery	Professional Associations & Licenses	\$250	\$250
	Highway	Work Order System	\$5,000	\$5,000
	Highway	Seasonal Workers	\$40,146	\$40,146
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Highway	Upgrade Work Order System	\$30,000	\$30,000
	Highway	Hire 3 SMEOs	\$158,229	\$0
	Forestry	Restore Tree Program	\$20,000	\$20,000
	Highway	Hire Addl. Seasonal Workers	\$14,854	\$14,854
	Highway	Additional Materials Disposal	\$25,000	\$25,000
	<b>TOTAL</b>		<b>\$2,786,985</b>	<b>\$2,703,730</b>

**DEPT 420: PUBLIC WORKS  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM-MEND		
						FTE	STEP	PPER RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	FTE	STEP	PPER RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL			
<b>MANAGEMENT</b>																						
5110-420	Director of Public Works	Mgmt.	Flanagan	M-8	N/A	1	7	3,827.34	26.1	99,893.57	150.00	100,043.57	1	7	3,827.34	26.1	99,893.57	150.00	100,043.57	100,044.00		
5191-420			Weather Stipend				0	N/A	384.62	26.0	10,000.00	0.00	10,000.00	0	N/A	384.62	26.0	10,000.00	0.00	10,000.00	10,000.00	
Management Salaries						1				109,893.57	150.00	110,043.57	1				109,893.57	150.00	110,043.57	110,044.00		
<b>ADMINISTRATIVE ASSISTANTS</b>																						
5110-421	Admin Assistant I	Mgmt.		AA-1	N/A	1	4	1,011.60	52.2	52,805.52	735.00	53,540.52	1	4	1,011.60	52.2	52,805.52	735.00	53,540.52	53,541.00		
Administrative Assistants Salaries						1				52,805.52	735.00	53,540.52	1				52,805.52	735.00	53,540.52	53,541.00		
<b>OPERATIONS</b>																						
5110-422	Highway Superintendent	Highway	Wagner	LCG	N/A	1	4	2,610.40	26.1	68,131.44	825.00	68,956.44	1	4	2,610.40	26.1	68,131.44	825.00	68,956.44	68,957.00		
5110-422	Cemetery Superintendent	Cemetery	Tobin	LCG	N/A	1	4	2,610.40	26.1	68,131.44	465.00	68,596.44	1	4	2,610.40	26.1	68,131.44	555.00	68,686.44	68,687.00		
5110-422	Working Foreman PW	Highway	Capone	LCC	N/A	1	4	1,204.00	52.2	62,848.80	645.00	63,493.80	1	4	1,204.00	52.2	62,848.80	645.00	63,493.80	63,494.00		
5110-422	Working Foreman PW	Highway	Fitzhenry	LCC	N/A	1	4	1,204.00	52.2	62,848.80	825.00	63,673.80	1	4	1,204.00	52.2	62,848.80	825.00	63,673.80	63,674.00		
5110-422	Working Foreman PW	Highway	Baker, R.	LCC	N/A	1	4	1,204.00	52.2	62,848.80	645.00	63,493.80	1	4	1,204.00	52.2	62,848.80	645.00	63,493.80	63,494.00		
5110-422	Working Foreman PW	Highway	Draheim	LCC	7/1	1	3	1,169.20	52.2	61,032.24	465.00	61,497.24	1	4	1,204.00	52.2	62,848.80	465.00	63,313.80	63,314.00		
5110-422	Working Foreman PW	Highway	Haugh	LCC	7/1	1	3	1,169.20	52.2	61,032.24	555.00	61,587.24	1	4	1,204.00	52.2	62,848.80	555.00	63,403.80	63,404.00		
5110-422	Motor Equipment Repair	Fleet	Gillette	LCR	N/A	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	57,983.00		
5110-422	Motor Equipment Repair	Fleet	Vacant	LCR	N/A	0	N/A	0.00	52.2	0.00	0.00	0.00	1	1	1,010.40	52.2	52,742.88	375.00	0.00	53,118.00		
5110-422	SMEO - I	Highway	Black	LCR	N/A	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	57,983.00		
5110-422	SMEO - I	Highway	Fay	LCR	N/A	1	4	1,103.60	52.2	57,607.92	465.00	58,072.92	1	4	1,103.60	52.2	57,607.92	465.00	58,072.92	58,073.00		
5110-422	SMEO - I	Highway	Morse, J.	LCR	N/A	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	57,983.00		
5110-422	SMEO - I	Highway	Morse, P.	LCR	N/A	1	4	1,103.60	52.2	57,607.92	465.00	58,072.92	1	4	1,103.60	52.2	57,607.92	465.00	58,072.92	58,073.00		
5110-422	SMEO - I	Highway	Murphy	LCR	N/A	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	57,983.00		
5110-422	SMEO - I	Highway	Sousa	LCR	N/A	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	57,983.00		
5110-422	SMEO - I	Highway	Stewart	LCR	N/A	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	57,983.00		
5110-422	SMEO - I	Highway	Wagner, Jr.	LCR	N/A	1	4	1,103.60	52.2	57,607.92	0.00	57,607.92	1	4	1,103.60	52.2	57,607.92	375.00	57,982.92	57,983.00		
5110-422	SMEO - I	Highway	Baker, J.	LCR	7/1	1	3	1,071.60	52.2	55,937.52	0.00	55,937.52	1	4	1,103.60	52.2	57,607.92	0.00	57,607.92	57,608.00		
5110-422	SMEO - I	Highway	Clark	LCR	7/1	1	3	1,071.60	52.2	55,937.52	0.00	55,937.52	1	4	1,103.60	52.2	57,607.92	0.00	57,607.92	57,608.00		
5110-422	SMEO - I	Highway	Curran	LCR	7/1	1	2	1,040.40	52.2	54,308.88	0.00	54,308.88	1	3	1,071.60	52.2	55,937.52	0.00	55,937.52	55,938.00		
5110-422	SMEO - I	Highway	Donahue	LCR	7/1	1	2	1,040.40	52.2	54,308.88	0.00	54,308.88	1	3	1,071.60	52.2	55,937.52	0.00	55,937.52	55,938.00		
5110-422	SMEO - I	Highway	Vacant	LCR	N/A	0	N/A	0.00	52.2	0.00	0.00	0.00	1	1	1,010.40	52.2	52,742.88	0.00	52,742.88	0.00		
5110-422	SMEO - I	Highway	Vacant	LCR	N/A	0	N/A	0.00	52.2	0.00	0.00	0.00	1	1	1,010.40	52.2	52,742.88	0.00	52,742.88	0.00		
5110-422	SMEO - I	Highway	Vacant	LCR	N/A	0	N/A	0.00	52.2	0.00	0.00	0.00	1	1	1,010.40	52.2	52,742.88	0.00	52,742.88	0.00		
Operations Salaries						20				1,185,837.84	7,605.00	1,193,442.84	24				1,407,040.56	8,445.00	1,362,367.68	1,257,261.00		
<b>SEASONAL WORKERS</b>																						
5120-420	Seasonal Workers	Highway	Multiple	N/A	N/A	0	N/A			40,146.00	0.00	40,146.00	10	N/A	448.80	12.0	5,385.60	0.00	55,000.00	55,000.00		
Seasonal Workers Salaries						0				40,146.00	0.00	40,146.00	10				5,385.60	0.00	55,000.00	55,000.00		
UNIFORM REPLACEMENT																				10,000.00	10,000.00	
PAGERS																					15,033.60	15,033.60
ROUND TO BUDGET																					18.47	18.47
PERSONNEL SERVICES						22				1,388,682.93	8,490.00	1,422,225.00	26				1,575,125.25	9,330.00	1,605,985.37	1,500,880.00		

NOTES:

**DEPT 420: PUBLIC WORKS  
OVERTIME**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5130-420	Overtime, General	\$169,946.66	\$109,828.84	\$157,900.99	\$169,000.00	\$160,000.00	\$160,000.00	
		<b>\$169,946.66</b>	<b>\$109,828.84</b>	<b>\$157,900.99</b>	<b>\$169,000.00</b>	<b>\$160,000.00</b>	<b>\$160,000.00</b>	

ACCOUNT DETAIL		Service	Qty.	Qty.	Cost	FY14	FY14 TA	NOTES
Item	Request		Recom.	REQUEST		RECOMMEND		
5130-420	Overtime, General							
	Overtime, General	Highway	1,214	1,214	\$41.39	\$50,246.98	\$50,246.98	Weekend burials
	Overtime, General	Highway	156	156	\$41.39	\$6,456.06	\$6,456.06	Callbacks
	Overtime, General	Highway	2,496	2,496	\$41.39	\$103,296.96	\$103,296.96	Nights and weekends
<b>Account Subtotal</b>						<b>\$160,000.00</b>	<b>\$160,000.00</b>	

**DEPT 420: PUBLIC WORKS  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5230-230	Utilities, Water	\$3,923.72	\$3,252.93	\$6,036.03	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-240	Vehicle Maintenance	\$98,726.93	\$89,574.27	\$102,554.51	\$90,000.00	\$105,000.00	\$105,000.00	
5240-245	Equipment Maintenance	\$4,170.74	\$3,973.87	\$6,504.34	\$4,000.00	\$4,000.00	\$4,000.00	
5240-259	Miscellaneous	\$18,570.46	\$8,332.38	\$19,468.81	\$8,000.00	\$30,000.00	\$30,000.00	
5240-260	Landscaping	\$13,160.00	\$14,383.00	\$14,541.45	\$14,000.00	\$16,000.00	\$16,000.00	
5240-261	Trees	\$69,305.00	\$28,085.00	\$24,675.00	\$10,000.00	\$30,000.00	\$30,000.00	
5240-265	Traffic Signals	\$15,089.56	\$10,670.16	\$7,327.79	\$18,000.00	\$20,000.00	\$20,000.00	
5240-266	Pipeline Flushing	\$35,301.00	\$21,957.27	\$16,038.76	\$20,000.00	\$25,000.00	\$25,000.00	
5240-267	Pump Station	\$129,018.57	\$124,255.29	\$121,905.25	\$160,000.00	\$190,000.00	\$190,000.00	
5270-270	Rent / Lease Equipment	\$34,609.32	\$24,513.10	\$38,063.90	\$22,000.00	\$50,000.00	\$50,000.00	
5270-280	Pavement Marking	\$35,961.47	\$0.00	\$13,445.09	\$10,000.00	\$25,000.00	\$25,000.00	
5300-210	Detail Payments	\$15,583.53	\$4,954.00	\$11,156.00	\$10,000.00	\$10,000.00	\$10,000.00	
5300-300	Professional / Technical	\$28,945.13	\$21,117.81	\$22,041.28	\$10,000.00	\$40,000.00	\$40,000.00	
5300-310	Advertising	\$102.76	\$171.00	\$0.00	\$0.00	\$0.00	\$0.00	
5300-420	Medical Services	\$530.00	\$1,777.00	\$0.00	\$0.00	\$0.00	\$0.00	
5300-421	Materials Disposal	\$118,553.24	\$131,215.53	\$65,903.86	\$125,000.00	\$150,000.00	\$150,000.00	
5340-340	Printing	\$38.00	\$694.97	\$609.30	\$450.00	\$0.00	\$0.00	Moved to Prof / Tech
5340-350	Postage	\$276.47	\$308.00	\$183.43	\$350.00	\$0.00	\$0.00	Moved to Prof / Tech
5340-370	Wireless Communication	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	Moved to Equipment Maint.
		<b>\$621,865.90</b>	<b>\$489,235.58</b>	<b>\$470,454.80</b>	<b>\$503,800.00</b>	<b>\$695,000.00</b>	<b>\$695,000.00</b>	

ACCOUNT DETAIL			Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Item	Service							
5240-240	Vehicle Maintenance							
Vehicle Service	Highway		40	40	\$2,125.00	\$85,000.00	\$85,000.00	
Vehicle Service	Cemetery		10	10	\$1,500.00	\$15,000.00	\$15,000.00	
Vehicle Service	Highway		5	5	\$1,000.00	\$5,000.00	\$5,000.00	Other Town vehicles
						<b>\$105,000.00</b>	<b>\$105,000.00</b>	
5240-245	Equipment Maintenance							
Various	Highway		4,000	4,000	\$1.00	\$4,000.00	\$4,000.00	
						<b>\$4,000.00</b>	<b>\$4,000.00</b>	
5240-259	Miscellaneous Repairs							
Curb, Guardrails, Fencing	Highway		3	3	\$5,000.00	\$15,000.00	\$15,000.00	
Fencing projects	Cemetery		3	3	\$5,000.00	\$15,000.00	\$15,000.00	
						<b>\$30,000.00</b>	<b>\$30,000.00</b>	
5240-260	Landscaping							
Landscaping Service	Highway		9,000	9,000	\$1.00	\$9,000.00	\$9,000.00	
Landscaping Service	Cemetery		7,000	7,000	\$1.00	\$7,000.00	\$7,000.00	
						<b>\$16,000.00</b>	<b>\$16,000.00</b>	
5240-261	Trees							
Tree City	Forestry		20,000	20,000	\$1.00	\$20,000.00	\$20,000.00	Maintain Tree City designation
Cemetery tree program	Cemetery		10,000	10,000	\$1.00	\$10,000.00	\$10,000.00	Restore tree program
						<b>\$30,000.00</b>	<b>\$30,000.00</b>	
5240-265	Traffic Signals							
Ongoing maintenance	Highway		18,000	18,000	\$1.00	\$18,000.00	\$18,000.00	
New controller box	Highway		1,000	1,000	\$1.00	\$1,000.00	\$1,000.00	
Washington Street	Highway		1,000	1,000	\$1.00	\$1,000.00	\$1,000.00	
						<b>\$20,000.00</b>	<b>\$20,000.00</b>	
5240-266	Pipeline Flushing							
Sanitary Sewer and Drain	Stormwater		25,000	25,000	\$1.00	\$25,000.00	\$25,000.00	NPDES compliance
						<b>\$25,000.00</b>	<b>\$25,000.00</b>	
5240-267	Pump Station							
Pump Station O&M	Sewer		190,000	190,000	\$1.00	\$190,000.00	\$190,000.00	
						<b>\$190,000.00</b>	<b>\$190,000.00</b>	
5270-270	Rent / Lease Equipment							
Road & Sidewalks	Highway		45,000	45,000	\$1.00	\$45,000.00	\$45,000.00	
Road & Sidewalks	Cemetery		5,000	5,000	\$1.00	\$5,000.00	\$5,000.00	
						<b>\$50,000.00</b>	<b>\$50,000.00</b>	
5300-280	Pavement Markings							
Annual marking program	Highway		25,000	25,000	\$1.00	\$25,000.00	\$25,000.00	Crosswalks & long lines
						<b>\$25,000.00</b>	<b>\$25,000.00</b>	
5300-210	Detail Payments							
Police Details	Highway		238	238	\$42.00	\$10,000.00	\$10,000.00	Avg \$42/hr
						<b>\$10,000.00</b>	<b>\$10,000.00</b>	
5300-300	Professional / Technical							
Work order system	Highway		1	1	\$5,000.00	\$5,000.00	\$5,000.00	Cartograph
Work order upgrade	Highway		30,000	30,000	\$1.00	\$30,000.00	\$30,000.00	
Pest control service	Cemetery		1	1	\$5,000.00	\$5,000.00	\$5,000.00	Geese
						<b>\$40,000.00</b>	<b>\$40,000.00</b>	
5300-421	Materials Disposal							
Yard waste & compost	Highway		125,000	125,000	\$1.00	\$125,000.00	\$125,000.00	
Restore mats disposal	Highway		25,000	25,000	\$1.00	\$25,000.00	\$25,000.00	
						<b>\$150,000.00</b>	<b>\$150,000.00</b>	

**DEPT 420: PUBLIC WORKS  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$3,406.74	\$4,080.78	\$5,611.88	\$300.00	\$0.00	\$0.00	Moved to Supplies
5430-430	Tools & Small Equipment	\$38,630.89	\$59,579.75	\$30,507.21	\$33,000.00	\$28,000.00	\$28,000.00	
5450-450	Custodial Supplies	\$6,438.26	\$2,950.95	\$3,661.89	\$300.00	\$0.00	\$0.00	Moved to Supplies
5460-460	Groundskeeping Supplies	\$16,143.60	\$22,278.48	\$16,417.41	\$15,000.00	\$30,000.00	\$25,000.00	
5460-461	Loam	\$3,983.80	\$6,887.00	\$5,864.00	\$4,000.00	\$0.00	\$0.00	Moved to Groundskeeping Supplies
5480-480	Vehicle Fuels & Oil	\$53,794.36	\$67,320.63	\$81,036.33	\$90,000.00	\$100,001.00	\$100,001.00	
5480-485	Vehicle Parts & Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$48,850.00	Transferred from Fire Department
5500-500	Medical Supplies	\$375.10	\$403.79	\$624.64	\$500.00	\$0.00	\$0.00	Moved to Supplies
5530-530	Paving Materials	\$65,085.75	\$50,106.41	\$25,500.24	\$70,000.00	\$100,000.00	\$97,000.00	
5530-540	Signs & Markers	\$27,718.63	\$14,975.39	\$21,455.19	\$14,000.00	\$20,000.00	\$20,000.00	
5530-545	DPW Supplies	\$5,495.22	\$9,672.36	\$7,364.92	\$7,000.00	\$19,000.00	\$10,000.00	
5530-550	Bricks, Blocks, Mortar	\$10,832.06	\$9,141.47	\$2,037.50	\$12,000.00	\$18,000.00	\$8,000.00	
5580-582	Protective Clothing	\$3,975.31	\$2,719.55	\$3,459.30	\$5,000.00	\$5,000.00	\$5,000.00	
5580-583	Protective Shoes	\$1,581.94	\$1,693.92	\$1,618.93	\$2,500.00	\$2,500.00	\$2,500.00	
		<b>\$237,461.66</b>	<b>\$251,810.48</b>	<b>\$205,159.44</b>	<b>\$253,600.00</b>	<b>\$322,501.00</b>	<b>\$344,351.00</b>	

ACCOUNT	DETAIL	Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5430-430	Tools & Small Equipment							
	Highway Equipment	Highway	500	500	\$50.00	\$25,000.00	\$25,000.00	
	Cemetery Equipment	Cemetery	60	60	\$50.00	\$3,000.00	\$3,000.00	
						<b>\$28,000.00</b>	<b>\$28,000.00</b>	
5460-460	Groundskeeping Supplies							
	Blowers, trimmers, planting & compost	Highway	100	100	\$200.00	\$20,000.00	\$20,000.00	
		Cemetery	50	25	\$200.00	\$10,000.00	\$5,000.00	
						<b>\$30,000.00</b>	<b>\$25,000.00</b>	
5480-480	Vehicle Fuels & Oil							
	Fuel, Diesel (gal)	Highway	16,500	16,500	\$4.24	\$70,000.00	\$70,000.00	
	Fuel, Unleaded (gal)	Highway	6,667	6,667	\$3.75	\$25,000.00	\$25,000.00	
	Various Fluids (55-gal)	Highway	5	5	\$1,000.00	\$5,000.00	\$5,000.00	
						<b>\$100,000.00</b>	<b>\$100,000.00</b>	
5480-485	Vehicle Parts & Supplies							
	Tires (Replacement for 2 Engines)	Fleet	0	2	\$5,000.00	\$0.00	\$10,000.00	Transferred from Fire Department
	Preventive Maintenance Supplies (6 apparatus)	Fleet	0	6	\$2,500.00	\$0.00	\$15,000.00	Transferred from Fire Department
	Preventive Maintenance Supplies (5 vehicles)	Fleet	0	5	\$1,250.00	\$0.00	\$6,250.00	Transferred from Fire Department
	Unanticipated Repair Service	Fleet	0	5	\$2,000.00	\$0.00	\$10,000.00	Transferred from Fire Department
	Fluids (Coolant), 55-gallon drum	Fleet	0	1	\$825.00	\$0.00	\$825.00	Transferred from Fire Department
	Fluids (Differential), 55-gallon drum	Fleet	0	1	\$675.00	\$0.00	\$675.00	Transferred from Fire Department
	Fluids (Engine Oil), 55-gallon drum	Fleet	0	3	\$650.00	\$0.00	\$1,950.00	Transferred from Fire Department
	Fluids (Transmission), 55-gallon drum	Fleet	0	1	\$2,150.00	\$0.00	\$2,150.00	Transferred from Fire Department
	EVT License & Training	Fleet	0	1	\$2,000.00	\$0.00	\$2,000.00	Emergency Vehicle Technician
						<b>\$0.00</b>	<b>\$48,850.00</b>	
5530-530	Paving Materials							
	Road & Curb Repair Program	Highway	100,000	97,000	\$1.00	\$100,000.00	\$97,000.00	Road patches & curb repair
						<b>\$100,000.00</b>	<b>\$97,000.00</b>	
5530-540	Signs & Markers							
	Regulatory sign replacement	Highway	40	40	\$500.00	\$20,000.00	\$20,000.00	
						<b>\$20,000.00</b>	<b>\$20,000.00</b>	
5530-545	DPW Supplies							
	Memorial Day program	Cemetery	7,000	7,000	\$1.00	\$7,000.00	\$7,000.00	Flower, fertilizer, seed, stone cleaning mats
	Consumable materials	Highway	600	150	\$20.00	\$12,000.00	\$3,000.00	Gloves, equipment for daily use
						<b>\$19,000.00</b>	<b>\$10,000.00</b>	
5530-550	Bricks, Blocks, Mortar							
	Sewer & Drains materials	Sewer	360	160	\$50.00	\$18,000.00	\$8,000.00	
						<b>\$18,000.00</b>	<b>\$8,000.00</b>	
5580-582	Protective Clothing							
	Chemical gear, Rain gear	Highway	50	50	\$100.00	\$5,000.00	\$5,000.00	
						<b>\$5,000.00</b>	<b>\$5,000.00</b>	
5580-583	Protective Shoes							
	Contractual reimbursement	Highway	20	20	\$125.00	\$2,500.00	\$2,500.00	
						<b>\$2,500.00</b>	<b>\$2,500.00</b>	

**DEPT 420: PUBLIC WORKS  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-193	License Renewal	\$579.00	\$585.00	\$810.00	\$2,000.00	\$2,000.00	\$2,000.00	
5730-730	Dues & Memberships	\$2,071.90	\$2,110.25	\$2,776.00	\$1,500.00	\$1,500.00	\$1,500.00	
		<b>\$2,650.90</b>	<b>\$2,695.25</b>	<b>\$3,586.00</b>	<b>\$3,500.00</b>	<b>\$3,500.00</b>	<b>\$3,500.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5190-193	License Renewal							
	MA Highway Assn.	Highway	2,000	2,000	\$1.00	\$2,000.00	\$2,000.00	
	MA Tree Warden Assn.	Forestry	0	0	\$1.00	\$0.00	\$0.00	
						<b>\$2,000.00</b>	<b>\$2,000.00</b>	
5730-730	Dues & Memberships							
	MA Cemetery Assn.	Cemetery	1	1	\$250.00	\$250.00	\$250.00	
	NBM Highway Assn.	Highway	1	1	\$250.00	\$250.00	\$250.00	
	APWA	Highway	1	1	\$250.00	\$250.00	\$250.00	
	American WaterWorks Assn.	Sewer	1	1	\$250.00	\$250.00	\$250.00	
	NE Wastewater Assn.	Sewer	1	1	\$250.00	\$250.00	\$250.00	
	Intl. Transportation Engineers	Highway	1	1	\$250.00	\$250.00	\$250.00	
						<b>\$1,500.00</b>	<b>\$1,500.00</b>	

**DEPT 423: SNOW & ICE  
BUDGET SUMMARY**

Department Reports To: **Town Administrator**  
 Department Contact: **Joe Flanagan**  
 Phone Number: **781-751-9350**  
 Budget Submitted By: **Joe Flanagan**  
 Position: **Director of Public Works**

<b>DESCRIPTION</b>	<b>FY10 ACTUAL</b>	<b>FY11 ACTUAL</b>	<b>FY12 ACTUAL</b>	<b>FY13 BUDGET</b>	<b>FY14 REQUEST</b>	<b>FY14 TA RECOMMEND</b>	<b>NOTES</b>
Snow & Ice Removal	\$593,965.17	\$1,282,790.13	\$340,000.00	\$550,000.00	\$600,000.00	\$600,000.00	
	<b>\$593,965.17</b>	<b>\$1,282,790.13</b>	<b>\$340,000.00</b>	<b>\$550,000.00</b>	<b>\$600,000.00</b>	<b>\$600,000.00</b>	

# DEPT 423: SNOW & ICE SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				<b>FY13 Budget:</b>
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Snow & Ice Removal	Snow & Ice Removal Salaries, Supplies & Services	\$600,000	\$600,000
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
		<b>TOTAL</b>	<b>\$600,000</b>	<b>\$600,000</b>

**DEPT 423: SNOW & ICE  
SNOW & ICE REMOVAL**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5292-190	Training	\$0.00	\$625.00	\$0.00	\$300.00	\$0.00	\$0.00	Moved to Professional/Technical
5292-240	Repairs & Maintenance, Vehicles	\$63,999.78	\$58,254.54	\$17,844.36	\$20,000.00	\$30,000.00	\$30,000.00	
5292-300	Professional/Technical Services	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	
5292-485	Vehicle Parts & Supplies	\$17,105.47	\$12,514.49	\$11,738.26	\$7,000.00	\$15,000.00	\$15,000.00	
5292-420	Overtime, General	\$168,144.24	\$288,224.36	\$87,962.21	\$175,000.00	\$185,000.00	\$185,000.00	
5292-423	Snow Plowing / Removal	\$185,021.35	\$598,297.35	\$115,511.17	\$275,000.00	\$290,000.00	\$290,000.00	
5292-426	Snow Damage	\$3,720.75	\$109,529.50	\$11,802.20	\$3,500.00	\$0.00	\$0.00	Moved to Snow Plowing / Removal
5292-462	Salt	\$146,237.80	\$167,782.76	\$74,649.38	\$50,000.00	\$0.00	\$0.00	Moved to Snow Removal Supplies
5292-463	Sand	\$0.00	\$0.00	\$520.00	\$1,700.00	\$0.00	\$0.00	Moved to Snow Removal Supplies
5292-470	Snow Removal Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$54,000.00	\$54,000.00	Combined Salt and Sand
5292-480	Vehicle Fuels & Oil	\$8,695.78	\$45,412.13	\$19,682.42	\$16,000.00	\$20,000.00	\$20,000.00	
5292-490	Meal Monies	\$1,040.00	\$2,150.00	\$290.00	\$1,500.00	\$0.00	\$0.00	Moved to Overtime
		<b>\$593,965.17</b>	<b>\$1,282,790.13</b>	<b>\$340,000.00</b>	<b>\$550,000.00</b>	<b>\$600,000.00</b>	<b>\$600,000.00</b>	

ACCOUNT DETAIL			Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Item	Service							
5292-240	Repair & Maintenance, Vehicles							
	Repair & Maintenance, Vehicles	Snow & Ice	30,000	30,000	\$1.00	\$30,000.00	\$30,000.00	
						<b>\$30,000.00</b>	<b>\$30,000.00</b>	
5292-300	Professional/Technical Services							
	Weather Service	Snow & Ice	4,000	4,000	\$1.00	\$4,000.00	\$4,000.00	
	Training	Snow & Ice	1,000	1,000	\$1.00	\$1,000.00	\$1,000.00	
	Advertising	Snow & Ice	500	500	\$1.00	\$500.00	\$500.00	
	Printing	Snow & Ice	500	500	\$1.00	\$500.00	\$500.00	
						<b>\$6,000.00</b>	<b>\$6,000.00</b>	
5292-485	Vehicle Parts & Supplies							
		Snow & Ice	15,000	15,000	\$1.00	\$15,000.00	\$15,000.00	
						<b>\$15,000.00</b>	<b>\$15,000.00</b>	
5292-420	Overtime							
	Overtime	Snow & Ice	185,000	185,000	\$1.00	\$185,000.00	\$185,000.00	
						<b>\$185,000.00</b>	<b>\$185,000.00</b>	
5292-423	Snow Plowing / Removal							
		Snow & Ice	290,000	290,000	\$1.00	\$290,000.00	\$290,000.00	
						<b>\$290,000.00</b>	<b>\$290,000.00</b>	
5292-462	Snow Removal Supplies							
	Salt	Snow & Ice	50,000	50,000	\$1.00	\$50,000.00	\$50,000.00	
	Sand	Snow & Ice	2,000	2,000	\$1.00	\$2,000.00	\$2,000.00	
	Snow Damage	Snow & Ice	2,000	2,000	\$1.00	\$2,000.00	\$2,000.00	
						<b>\$54,000.00</b>	<b>\$54,000.00</b>	
5292-480	Vehicle Fuels & Oil							
	Fuel, Unleaded	Snow & Ice	20,000	20,000	\$1.00	\$20,000.00	\$20,000.00	
						<b>\$20,000.00</b>	<b>\$20,000.00</b>	

## DEPT 424: STREET LIGHTING BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: William Keegan  
 Phone Number: 781-751-9100  
 Budget Submitted By: William Keegan  
 Position: Town Administrator

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Street Lighting	\$265,367.10	\$280,007.76	\$232,476.83	\$277,500.00	\$285,000.00	\$275,000.00	
	<b>\$265,367.10</b>	<b>\$280,007.76</b>	<b>\$232,476.83</b>	<b>\$277,500.00</b>	<b>\$285,000.00</b>	<b>\$275,000.00</b>	

# DEPT 424: STREET LIGHTING

## SERVICE LEVEL BUDGET

### SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Street Lighting	Street Lighting	\$285,000	\$275,000
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
		<b>TOTAL</b>	<b>\$285,000</b>	<b>\$275,000</b>

**DEPT 424: STREET LIGHTING  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5380-383	Street Lighting	\$265,367.10	\$280,007.76	\$232,476.83	\$277,500.00	\$285,000.00	\$275,000.00	
		<b>\$265,367.10</b>	<b>\$280,007.76</b>	<b>\$232,476.83</b>	<b>\$277,500.00</b>	<b>\$285,000.00</b>	<b>\$275,000.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5380-383	Street Lighting							
	Street Lighting	Street Lighting	285,000	275,000	\$1.00	\$285,000.00	\$275,000.00	
					<b>Account Subtotal</b>	<b>\$285,000.00</b>	<b>\$275,000.00</b>	

**DEPT 430: RUBBISH & RECYCLING  
BUDGET SUMMARY**

Department Reports To: Town Administrator  
 Department Contact: William Keegan  
 Phone Number: 781-751-9100  
 Budget Submitted By: Joe Flanagan  
 Position: Director of Public Works

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Rubbish & Recycling Contract	\$1,988,962.37	\$2,059,506.02	\$2,038,146.39	\$2,150,000.00	\$2,204,454.00	\$2,204,454.00	
Supplies	\$5,000.00	\$2,765.00	\$4,163.00	\$5,000.00	\$15,778.00	\$15,778.00	
Overtime	\$18,850.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	
	<b>\$2,012,812.37</b>	<b>\$2,062,271.02</b>	<b>\$2,042,309.39</b>	<b>\$2,160,000.00</b>	<b>\$2,225,232.00</b>	<b>\$2,225,232.00</b>	

# DEPT 430: RUBBISH & RECYCLING

## SERVICE LEVEL BUDGET

### SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Rubbish & Recycling	Rubbish & Recycling Services & Supplies	\$2,225,232	\$2,225,232
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	<b>TOTAL</b>		<b>\$2,225,232</b>	<b>\$2,225,232</b>

**DEPT 430: RUBBISH & RECYCLING  
OVERTIME**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5130-430	Overtime, General	\$18,850.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	
		<b>\$18,850.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	

ACCOUNT DETAIL		Service	Qty.	Qty.	Cost	FY14	FY14 TA	NOTES
	Item		Request	Recom.		REQUEST	RECOMMEND	
5130-430	Overtime							
	Overtime Hours	Rubbish	121	121	\$41.39	\$5,000.00	\$5,000.00	
					<b>Account Subtotal</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	

**DEPT 430: RUBBISH & RECYCLING  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5291-291	Rubbish & Recycling Contract	\$1,988,962.37	\$2,059,506.02	\$2,038,146.39	\$2,150,000.00	\$2,204,454.00	\$2,204,454.00	
		<b>\$1,988,962.37</b>	<b>\$2,059,506.02</b>	<b>\$2,038,146.39</b>	<b>\$2,150,000.00</b>	<b>\$2,204,454.00</b>	<b>\$2,204,454.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5291-291	Rubbish & Recycling Contract							
	Maintain Contract Level	Rubbish	1	1	\$2,150,000.00	\$2,150,000.00	\$2,150,000.00	
	Increase for CPI	Rubbish	2.5%	2.5%	\$2,150,000.00	\$54,454.00	\$54,454.00	
					<b>Account Subtotal</b>	<b>\$2,204,454.00</b>	<b>\$2,204,454.00</b>	

**DEPT 430: RUBBISH & RECYCLING  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5510-173	Educational Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$778.00	\$778.00	Moved from Environmental
5530-560	Rubbish & Recycling Supplies	\$5,000.00	\$2,765.00	\$4,163.00	\$5,000.00	\$15,000.00	\$15,000.00	
		<b>\$5,000.00</b>	<b>\$2,765.00</b>	<b>\$4,163.00</b>	<b>\$5,000.00</b>	<b>\$15,778.00</b>	<b>\$15,778.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5510-173	Educational Supplies							
	Recycled Denim Pencils, set 2500	Education	2,500	2,500	\$0.26	\$650.00	\$650.00	Moved from Environmental
	Recycling Stickers, pk 500	Education	5	5	\$25.50	\$127.50	\$127.50	Moved from Environmental
						<b>\$777.50</b>	<b>\$777.50</b>	
5530-560	Rubbish & Recycling Supplies							
	Rubbish & Recycling Supplies	Rubbish	15,000	15,000	\$1.00	\$15,000.00	\$15,000.00	
						<b>\$15,000.00</b>	<b>\$15,000.00</b>	

# DEPT 510: BOARD OF HEALTH BUDGET SUMMARY

Department Reports To: Board of Health  
 Department Contact: Cathy Cardinale  
 Phone Number: 781-751-9220  
 Budget Submitted By: Cathy Cardinale  
 Position: Health Director

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$202,550.17	\$201,989.31	\$208,684.58	\$215,500.00	\$289,441.02	\$218,597.00	
Purchase of Services	\$908.35	\$769.79	\$976.37	\$1,600.00	\$3,600.00	\$3,600.00	
Supplies	\$909.14	\$1,423.84	\$1,521.91	\$1,060.00	\$2,190.00	\$1,690.00	
Other Charges & Expenses	\$10,641.50	\$10,130.89	\$10,479.07	\$13,500.00	\$17,769.00	\$13,125.00	
Hazardous Waste Collection	\$14,157.50	\$12,311.00	\$5,836.00	\$9,000.00	\$9,043.00	\$9,043.00	
	<b>\$229,166.66</b>	<b>\$226,624.83</b>	<b>\$227,497.93</b>	<b>\$240,660.00</b>	<b>\$322,043.02</b>	<b>\$246,055.00</b>	

# DEPT 510: BOARD OF HEALTH SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Board of Health	Board Stipends	\$1,050	\$1,050
	Inspections	Health Director	\$77,014	\$77,014
	Inspections	Assistant Health Director	\$58,885	\$58,886
	Medical	Part-Time Nurse, Medical Supplies, and Mileage	\$32,384	\$32,240
	Animal Control	Animal Inspector Stipend	\$1,075	\$1,075
	Inspections	License Renewals	\$1,965	\$1,965
	Inspections	Uniforms & Protective Shoes	\$500	\$500
	Medical	Uniform	\$350	\$350
	Inspections	Inspectors' Car Allowance	\$9,000	\$9,000
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Administration	Customer Service & Management Support	\$49,342	\$49,342
	Animal Control	Crisis Intervention Services	\$500	\$500
	Inspections	Inspectional Testing Supplies	\$630	\$630
	Hazardous Waste	Hazardous Waste Day	\$9,043	\$9,043
	Inspections	Professional Associations	\$1,860	\$1,860
	Inspections	Printing Permits & Inspection Forms	\$600	\$600
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Inspections	Environmental Inspector Salary, Protective Shoes, Uniform & Car Allowance	\$53,605	\$0
	Medical	Increase Public Health Nurse to Full-Time	\$20,820	\$0
	Inspections	Reclassify Director	\$1,421	\$0
	Inspections	Software Support for Mobile Inspections	\$2,000	\$2,000
	<b>TOTAL</b>		<b>\$322,043</b>	<b>\$246,055</b>

**DEPT 510: BOARD OF HEALTH  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND
						FTE	STEP	PPER RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	PPER RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	
<b>BOARD MEMBERS</b>																				
5110-512	Board Members	Board of Health		N/A	N/A	0	N/A	N/A	26.1	1,050.00	0.00	1,050.00	0	N/A	N/A	26.1	1,050.00	0.00	1,050.00	1,050.00
Board Member Salaries						0				1,050.00	0.00	1,050.00	0				1,050.00	0.00	1,050.00	1,050.00
<b>MANAGEMENT</b>																				
5110-511	Health Director	Inspections	Cardinale	M-6	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	1	2	54.44	26.1	1,420.88	0.00	1,420.88	0.00
				M-4	N/A	1	7	2,938.84	26.1	76,703.72	310.00	77,013.72								
Management Salaries						1				76,703.72	310.00	77,013.72	1				78,124.61	310.00	78,434.61	77,014.00
<b>TECHNICAL STAFF</b>																				
5110-513	Assistant Health Director	Inspections	Flanagan	TS-3	1/1	1	6	2,211.00	13.05	28,853.55	150.00	29,003.55	1	7	2,289.75	13.05	29,881.24	150.00	30,031.24	30,032.00
							5	2,136.75	13.05	27,884.59	0.00	27,884.59								
5110-522	Public Health Nurse	Medical	LaRoche	TS-3	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	0.4	3	797.70	26.1	20,819.97	0.00	20,819.97	0.00
						0.6	2	1,156.05	26.1	30,172.91	0.00	30,172.91								
	Environmental Inspector	Inspections	Vacant	TS-3	7/1	0	N/A	0.00	0.0	0.00	0.00	0.00	1	1	1,862.25	26.1	48,604.73	0.00	48,604.73	0.00
5191-510	Animal Inspector	Animal Control	D'Esposo	N/A	N/A	0	N/A	500.00	2.0	1,000.00	0.00	1,000.00	0	N/A	537.50	2.0	1,075.00	0.00	1,075.00	1,075.00
SUPPORT STAFF						1.6				87,911.04	150.00	88,061.04	3				160,464.44	150.00	160,614.44	91,191.00
5110-519	Admin Assistant II	Customer Service	Conway	SS-3	N/A	1	7	1,884.75	26.1	49,191.98	150.00	49,341.98	1	7	1,884.75	26.1	49,191.98	150.00	49,341.98	49,342.00
Support Staff Salaries						1				49,191.98	150.00	49,341.98	1				49,191.98	150.00	49,341.98	49,342.00
ROUND TO BUDGET												33.26								0.00
<b>PERSONNEL SERVICES</b>						<b>3.6</b>				<b>214,856.74</b>	<b>610.00</b>	<b>215,500.00</b>	<b>5</b>				<b>288,831.02</b>	<b>610.00</b>	<b>289,441.02</b>	<b>218,597.00</b>

**NOTES:**

Request to regrade Health Director from M-4 to M-6

Request to increase Public Health Nurse from 0.6 FTE to 1.0 FTE

Request to create Environmental Inspector position, TS-3

**DEPT 510: BOARD OF HEALTH  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-510	Medical Services	\$344.35	\$225.00	\$278.33	\$500.00	\$500.00	\$500.00	
5300-511	Crisis Intervention	\$0.00	\$0.00	\$140.00	\$500.00	\$500.00	\$500.00	
5300-512	Inspectional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	
5340-340	Printing	\$564.00	\$544.79	\$558.04	\$600.00	\$600.00	\$600.00	
		<b>\$908.35</b>	<b>\$769.79</b>	<b>\$976.37</b>	<b>\$1,600.00</b>	<b>\$3,600.00</b>	<b>\$3,600.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-510	Medical Services							
	Equipment Replacement	Medical	2	2	\$250.00	\$500.00	\$500.00	i.e., BP cuffs, 1st aid kits
					<b>Account Subtotal</b>	<b>\$500.00</b>	<b>\$500.00</b>	
5300-511	Crisis Intervention							
	Intervention service	Animal	10	10	\$50.00	\$500.00	\$500.00	Rabid animals
					<b>Account Subtotal</b>	<b>\$500.00</b>	<b>\$500.00</b>	
5300-512	Inspectional Services							
	Software Support, Monthly	Inspections	12	12	\$166.67	\$2,000.00	\$2,000.00	Metverse. Retail, food & tanning
					<b>Account Subtotal</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	
5340-340	Printing							
	Permits	Inspections	600	600	\$0.50	\$300.00	\$300.00	
	Inspection forms	Inspections	600	600	\$0.50	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$600.00</b>	<b>\$600.00</b>	

**DEPT 510: BOARD OF HEALTH  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$841.72	\$955.90	\$983.96	\$500.00	\$0.00	\$0.00	Moved to Medical & Inspectional Supplies
5500-510	Medical & Inspection Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$840.00	\$840.00	Moved from Office Supplies, General
5580-581	Uniforms	\$67.42	\$467.94	\$537.95	\$560.00	\$1,050.00	\$700.00	
5580-583	Protective Shoes	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$150.00	Moved from Uniforms
		<b>\$909.14</b>	<b>\$1,423.84</b>	<b>\$1,521.91</b>	<b>\$1,060.00</b>	<b>\$2,190.00</b>	<b>\$1,690.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
5420-420	Medical & Inspection Supplies							
	Thermometer - Laser	Medical	1	1	\$120.00	\$120.00	\$120.00	
	Thermometer - Regular	Medical	3	3	\$30.00	\$90.00	\$90.00	
	Dishwasher test strips	Inspections	4	4	\$100.00	\$400.00	\$400.00	
	Pool test kit	Inspections	1	1	\$180.00	\$180.00	\$180.00	
	Pool test chemicals	Inspections	1	1	\$50.00	\$50.00	\$50.00	
					<b>Account Subtotal</b>	<b>\$840.00</b>	<b>\$840.00</b>	
5580-581	Uniforms							
	Uniform - Nurse	Medical	1	1	\$350.00	\$350.00	\$350.00	
	Uniform - Asst. Inspector	Inspections	1	1	\$350.00	\$350.00	\$350.00	
	Uniform - Environ. Inspector	Inspections	1	0	\$350.00	\$350.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$1,050.00</b>	<b>\$700.00</b>	
5580-583	Protective Shoes							
	Shoes - Health Inspector	Inspections	1	1	\$150.00	\$150.00	\$150.00	
	Shoes - Envir. Inspector	Inspections	1	0	\$150.00	\$150.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$300.00</b>	<b>\$150.00</b>	

**DEPT 510: BOARD OF HEALTH  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-192	Car Allowance	\$0.00	\$0.00	\$0.00	\$10,500.00	\$13,500.00	\$9,000.00	
5190-193	License Renewal	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,965.00	\$1,965.00	
5300-330	Meeting & Conference Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	
5710-710	Travel Expenses	\$9,796.50	\$9,053.89	\$9,333.07	\$0.00	\$444.00	\$300.00	
5730-730	Dues & Memberships	\$845.00	\$1,077.00	\$1,146.00	\$2,000.00	\$360.00	\$360.00	
		<b>\$10,641.50</b>	<b>\$10,130.89</b>	<b>\$10,479.07</b>	<b>\$13,500.00</b>	<b>\$17,769.00</b>	<b>\$13,125.00</b>	

ACCOUNT DETAIL			Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
ACCT NUMBER	Item	Service						
5190-192	Car Allowance							
	Inspectors Monthly Allowance	Inspections	24	24	\$375.00	\$9,000.00	\$9,000.00	
	Environm. Insp Mo. Allowance	Inspections	12	0	\$375.00	\$4,500.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$13,500.00</b>	<b>\$9,000.00</b>	
5190-193	License Renewal							
	Reg. Sanitarian Cont Ed	Inspections	12	12	\$30.00	\$360.00	\$360.00	
	Soil Evaluator Cont Ed	Inspections	4	4	\$30.00	\$120.00	\$120.00	
	Systems Inspector Cont Ed	Inspections	4	4	\$30.00	\$120.00	\$120.00	
	Certified Pool Operator	Inspections	2	2	\$295.00	\$590.00	\$590.00	5-yr renewal
	Certified Pool Inspector	Inspections	1	1	\$0.00	\$0.00	\$0.00	5-yr renewal
	Serve Safe Certification	Inspections	1	1	\$175.00	\$175.00	\$175.00	5-yr renewal
	Healthy Homes Specialist	Inspections	1	1	\$85.00	\$85.00	\$85.00	2-yr renewal
	Healthy Homes Cont Ed	Inspections	15	15	\$10.00	\$150.00	\$150.00	
	Certified Food Safety Prof.	Inspections	1	1	\$125.00	\$125.00	\$125.00	2-yr renewal
	Certified Food Safety Cont Ed	Inspections	24	24	\$10.00	\$240.00	\$240.00	
					<b>Account Subtotal</b>	<b>\$1,965.00</b>	<b>\$1,965.00</b>	
5300-330	Meeting & Conference Fees							
	Mass. Health Officers Assn.	Inspections	1	1	\$1,500.00	\$1,500.00	\$1,500.00	
					<b>Account Subtotal</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	
5710-710	Travel Expenses							
	Mileage reimbursement - Nurse	Medical	800	541	\$0.56	\$444.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$444.00</b>	<b>\$300.00</b>	
5730-730	Dues & Memberships							
	Mass. Health Officers Assn.	Inspections	2	2	\$60.00	\$120.00	\$120.00	
	Mass. Environmental Health Assn.	Inspections	2	2	\$25.00	\$50.00	\$50.00	
	Natl. Environmental Health Assn.	Inspections	2	2	\$95.00	\$190.00	\$190.00	
					<b>Account Subtotal</b>	<b>\$360.00</b>	<b>\$360.00</b>	

**DEPT 510: BOARD OF HEALTH  
HAZARDOUS WASTE COLLECTION**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5780-795	Hazardous Waste Collection	\$14,157.50	\$12,311.00	\$5,836.00	\$9,000.00	\$9,043.00	\$9,043.00	
		<b>\$14,157.50</b>	<b>\$12,311.00</b>	<b>\$5,836.00</b>	<b>\$9,000.00</b>	<b>\$9,043.00</b>	<b>\$9,043.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Item							
5780-795	Hazardous Waste Collection							
	Half car fee	Hazardous Waste	175	175	\$25.00	\$4,375.00	\$4,375.00	
	Full car fee	Hazardous Waste	100	100	\$45.00	\$4,500.00	\$4,500.00	
	Police Detail: 4 hours	Hazardous Waste	4	4	\$42.00	\$168.00	\$168.00	
	<b>Account Subtotal</b>					<b>\$9,043.00</b>	<b>\$9,043.00</b>	

# DEPT 541: COUNCIL ON AGING BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: Laura Leventhal  
 Phone Number: 781-461-5976  
 Budget Submitted By: Laura Leventhal  
 Position: Council On Aging Director

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$150,958.61	\$152,875.63	\$200,464.62	\$206,200.00	\$237,137.54	\$237,140.00	
Overtime & Substitutes	\$1,439.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Purchase of Services	\$984.37	\$7,514.49	\$933.23	\$1,150.00	\$1,865.00	\$1,865.00	
Supplies	\$3,896.97	\$6,079.01	\$5,906.45	\$6,255.00	\$10,198.00	\$10,198.00	
Other Charges & Expenses	\$382.99	\$715.16	\$275.00	\$1,305.00	\$1,217.00	\$1,217.00	
	<b>\$157,662.44</b>	<b>\$167,184.29</b>	<b>\$207,579.30</b>	<b>\$214,910.00</b>	<b>\$250,417.54</b>	<b>\$250,420.00</b>	

# DEPT 541: COUNCIL ON AGING SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
1	Outreach	Outreach Worker	\$59,912	\$59,913
2	Transportation	Maintain Transportation Program	\$33,204	\$33,205
		Transfer Bus Service from Selectmen*	\$29,485	\$29,485
3	Senior Programs & Activities	Over 90s Event	\$900	\$900
4	Senior Programs & Activities	Staff Program Service Delivery	\$16,393	\$16,393
5	Senior Programs & Activities	Weekly Programs & Special Events	\$2,105	\$2,105
6	Management	Customer Service & Management Support	\$32,853	\$32,853
7	Management	Program Development & Administration (COA Director)	\$74,148	\$74,149
8	Management	Professional Association	\$1,417	\$1,417
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	<b>TOTAL</b>		<b>\$250,418</b>	<b>\$250,420</b>

\* Allocated costs of the COA budget transferred from the Bus Program include:

2 Part-Time Van Drivers, 16 hrs/wk	\$25,056
Vehicle Fuel	\$3,600
Vehicle Repairs	\$500
Oil Changes & Inspection	\$229
Vehicle Parts & Supplies	\$100
	<hr/>
	\$29,485

**DEPT 541: COUNCIL ON AGING  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND	
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL		
<b>MANAGEMENT</b>																					
5110-541	COA Director	Management	Leventhal	M-4	7/1	1	5	2,746.30	26.1	71,678.43	0.00	71,678.43	1	6	2,840.92	26.1	74,148.01	0.00	74,148.01	74,149.00	
Management Salaries						1				71,678.43	0.00	71,678.43	1				74,148.01	0.00	74,148.01	74,149.00	
<b>TECHNICAL STAFF</b>																					
5110-550	Outreach Worker	Outreach	Allen	TS-3	N/A	1	7	2,289.75	26.1	59,762.48	150.00	59,912.48	1	7	2,289.75	26.1	59,762.48	150.00	59,912.48	59,913.00	
Technical Staff Salaries						1				59,762.48	150.00	59,912.48	1				59,762.48	150.00	59,912.48	59,913.00	
<b>SUPPORT STAFF</b>																					
5110-549	Assistant to Director	Senior Programs & Management	Hodgdon	SS-2	7/1	1	6	1,878.00	26.1	49,015.80	230.00	49,245.80	1	6	1,878.00	26.1	49,015.80	230.00	49,245.80	49,246.00	
5110-551	Van Driver	Transportation	Repetto	SS-1	7/1	0.75	3	1,065.94	26.1	27,820.97	0.00	27,820.97	0.75	4	1,102.50	26.1	28,775.25	0.00	28,775.25	28,776.00	
5110-551	Van Driver	Transportation	Vacant	N/A	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	0.43	N/A	480.00	26.1	12,528.00	0.00	12,528.00	12,528.00	
5110-551	Van Driver	Transportation	Vacant	N/A	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	0.43	N/A	480.00	26.1	12,528.00	0.00	12,528.00	12,528.00	
Support Staff Salaries						1.75				76,836.77	230.00	77,066.77	2.6				102,847.05	230.00	103,077.05	103,078.00	
ROUND TO BUDGET												42.33								0.00	
SALARIES GRANT FUNDED												-2,500.00									0.00
<b>PERSONNEL SERVICES</b>						<b>3.75</b>				<b>208,277.67</b>	<b>380.00</b>	<b>206,200.00</b>	<b>4.6</b>				<b>236,757.54</b>	<b>380.00</b>	<b>237,137.54</b>	<b>237,140.00</b>	

**NOTES:**

Hodgdon Steps held.

The Assistant to the Director provides Senior Program services and management support. Program services include managing the Tax Work-Off Program for 40 participants, annual average of 6.5 hours each (260 hrs/yr); newsletter development, 7.5 hrs/wk (391.5 hrs/yr). Senior services represent 33% of salary.

Requested funding for two Per-Diem Van Drivers at \$15/hr, 4 hrs/day, 4 days/wk. Funds transferred from Board of Selectmen from reduced cost of Bus Service.

**DEPT 541: COUNCIL ON AGING  
OVERTIME & SUBSTITUTES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5120-541	Substitutes	\$1,439.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
		<b>\$1,439.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**DEPT 541: COUNCIL ON AGING  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5340-340	Printing	\$0.00	\$6,326.38	\$0.00	\$0.00	\$0.00	\$0.00	
5350-350	Program Activities	\$984.37	\$1,188.11	\$933.23	\$1,150.00	\$1,865.00	\$1,865.00	
		<b>\$984.37</b>	<b>\$7,514.49</b>	<b>\$933.23</b>	<b>\$1,150.00</b>	<b>\$1,865.00</b>	<b>\$1,865.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5350-350	Program Activities							
	Over 90s Event	Programs	250	250	\$1.80	\$450.00	\$450.00	Invitations
	Over 90s Event	Programs	20	20	\$15.00	\$300.00	\$300.00	Centerpieces
	Over 90s Event	Programs	1	1	\$50.00	\$50.00	\$50.00	Décor
	Special Presenters	Programs	3	3	\$200.00	\$600.00	\$600.00	
	Community Presenters	Programs	9	9	\$0.00	\$0.00	\$0.00	
	Seasonal Events	Programs	4	4	\$50.00	\$200.00	\$200.00	
	Gardening Programs	Programs	2	2	\$50.00	\$100.00	\$100.00	
	DVD License	Programs	1	1	\$165.00	\$165.00	\$165.00	
					<b>Account Subtotal</b>	<b>\$1,865.00</b>	<b>\$1,865.00</b>	

**DEPT 541: COUNCIL ON AGING  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$1,735.13	\$1,738.50	\$1,500.47	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
5480-480	Vehicle Fuels & Oil	\$2,067.61	\$3,094.77	\$2,886.74	\$4,590.00	\$7,058.00	\$7,058.00	
5480-485	Vehicle Parts & Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$1,800.00	Transfer from Vehicle Fuels & Oil
5490-490	Food & Food Supplies	\$94.23	\$1,245.74	\$1,519.24	\$1,665.00	\$1,340.00	\$1,340.00	
		<b>\$3,896.97</b>	<b>\$6,079.01</b>	<b>\$5,906.45</b>	<b>\$6,255.00</b>	<b>\$10,198.00</b>	<b>\$10,198.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5480-480	Vehicle Fuels & Oil							
	Fuel, Unleaded (gal)	Transp.	800	800	\$3.75	\$3,000.00	\$3,000.00	Regular transport program
	Fuel, Unleaded (gal)	Transp.	960	960	\$3.75	\$3,600.00	\$3,600.00	Transfer from BOS Bus Service
	Oil Changes	Transp.	4	4	\$50.00	\$200.00	\$200.00	Regular transport program
	Oil Changes	Transp.	4	4	\$50.00	\$200.00	\$200.00	Transfer from BOS Bus Service
	Inspection	Transp.	1	1	\$29.00	\$29.00	\$29.00	Regular transport program
	Inspection	Transp.	1	1	\$29.00	\$29.00	\$29.00	Transfer from BOS Bus Service
					<b>Account Subtotal</b>	<b>\$7,058.00</b>	<b>\$7,058.00</b>	
5480-485	Vehicle Parts & Supplies							
	Repairs	Transp.	2	2	\$500.00	\$1,000.00	\$1,000.00	Regular transport program
	Repairs	Transp.	1	1	\$500.00	\$500.00	\$500.00	Transfer from BOS Bus Service
	Parts & Supplies	Transp.	4	4	\$50.00	\$200.00	\$200.00	Regular transport program
	Parts & Supplies	Transp.	2	2	\$50.00	\$100.00	\$100.00	Transfer from BOS Bus Service
					<b>Account Subtotal</b>	<b>\$1,800.00</b>	<b>\$1,800.00</b>	
5490-490	Food & Food Supplies							
	Over 90s Event: Cake	Programs	1	1	\$100.00	\$100.00	\$100.00	
	VFW Picnic	Programs	1	1	\$100.00	\$100.00	\$100.00	
	American Legion Picnic	Programs	1	1	\$100.00	\$100.00	\$100.00	
	Luncheons	Programs	3	3	\$80.00	\$240.00	\$240.00	
	Host Meetings	Mgmt.	8	8	\$25.00	\$200.00	\$200.00	
	Coffee	Programs	250	250	\$1.60	\$400.00	\$400.00	
	Water Bubbler	Programs	12	12	\$16.67	\$200.00	\$200.00	
					<b>Account Subtotal</b>	<b>\$1,340.00</b>	<b>\$1,340.00</b>	

**DEPT 541: COUNCIL ON AGING  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$194.99	\$405.00	\$0.00	\$567.00	\$300.00	\$300.00	
5710-710	Travel Expenses	\$0.00	\$140.00	\$0.00	\$333.00	\$67.00	\$67.00	
5730-730	Dues & Memberships	\$188.00	\$170.16	\$275.00	\$405.00	\$850.00	\$850.00	
		<b>\$382.99</b>	<b>\$715.16</b>	<b>\$275.00</b>	<b>\$1,305.00</b>	<b>\$1,217.00</b>	<b>\$1,217.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	Employee Trainings	Management	2	2	\$150.00	\$300.00	\$300.00	
						<b>\$300.00</b>	<b>\$300.00</b>	
5710-710	Travel Expenses							
	Six MCOA Meetings	Management	120	120	\$0.56	\$66.60	\$66.60	
						<b>\$66.60</b>	<b>\$66.60</b>	
5730-730	Dues & Memberships							
	Mass. Councils On Aging	Management	1	1	\$850.00	\$850.00	\$850.00	
						<b>\$850.00</b>	<b>\$850.00</b>	

## DEPT 542: YOUTH COMMISSION BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: Robert Blaney  
 Phone Number: 781-751-3120  
 Budget Submitted By: Robert Blaney  
 Position: Youth Commission Director

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$223,246.11	\$242,352.18	\$194,103.57	\$235,500.00	\$240,486.07	\$240,488.00	
Purchase of Services	\$1,000.01	\$350.63	\$2,171.28	\$2,200.00	\$2,975.00	\$2,975.00	
Supplies	\$1,153.10	\$1,556.38	\$1,070.21	\$1,900.00	\$1,381.00	\$1,221.00	
Other Charges & Expenses	\$6,379.44	\$6,602.33	\$5,697.13	\$7,500.00	\$6,660.00	\$6,660.00	
	<b>\$231,778.66</b>	<b>\$250,861.52</b>	<b>\$203,042.19</b>	<b>\$247,100.00</b>	<b>\$251,502.07</b>	<b>\$251,344.00</b>	

# DEPT 542: YOUTH COMMISSION

## SERVICE LEVEL BUDGET

### SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
1	Programs	College Preparation	\$975	\$975
	Programs	Career Preparation	\$300	\$300
2	Programs	Social Programs	\$1,400	\$1,400
3	Social Services	Director, Youth Counselor, and Program Coordinator	\$180,726	\$180,727
4	Social Services	Intake and Program Development	\$11,177	\$11,177
5	Administration	Administrative Support & Customer Service	\$34,819	\$34,820
6	Social Services	Professional Development	\$360	\$360
7	Social Services	Summer & Youth Workers	\$13,764	\$13,764
8	Administration	Transportation Costs	\$7,521	\$7,521
9	Programs	Social Program Supplies	\$460	\$300
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	<b>TOTAL</b>		<b>\$251,502</b>	<b>\$251,344</b>

# DEPT 542: YOUTH COMMISSION PERSONNEL SERVICES

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET						FY 2014 REQUESTED						FY14 RECOM- MEND			
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES		LONG- EVITY	WAGES TOTAL	
<b>MANAGEMENT</b>																					
5110-542	Youth Commission Director	Social	Blaney	M-4	1/1	1		2,801.23	13.05	36,556.05	0.00	36,556.05	1	6	2,840.92	13.05	37,074.01	0.00	37,074.01	37,074.01	
							4	2,654.88	13.05	34,646.18	0.00	34,646.18		5	2,746.30	13.05	35,839.22	0.00	35,839.22	35,839.22	
			Management Salaries			1					71,202.24	0.00	71,202.24	1					72,913.22	0.00	72,913.22
<b>TECHNICAL STAFF</b>																					
5110-555	Youth Services Counselor	Social	Osei-Mensah	TS-3	7/1	1	2	1,862.25	26.1	48,604.73	0.00	48,604.73	1	3	1,994.25	26.1	52,049.93	0.00	52,049.93	52,049.93	
5110-555	Youth Coordinator	Social	Cabral	TS-2	N/A	1	7	2,130.75	26.1	55,612.58	150.00	55,762.58	1	7	2,130.75	26.1	55,612.58	150.00	55,762.58	55,762.58	
			Technical Staff Salaries			2					104,217.30	150.00	104,367.30	2					107,662.50	150.00	107,813.00
<b>SUPPORT STAFF</b>																					
5110-549	Admin Assistant II	Administration	Treacy	SS-2	N/A	1	7	1,753.50	26.1	45,766.35	230.00	45,996.35	1	7	1,753.50	26.1	45,766.35	230.00	45,996.35	45,997.00	
			Support Staff Salaries			1					45,766.35	230.00	45,996.35	1					45,766.35	230.00	45,996.35
<b>OTHER PERSONNEL</b>																					
5120-542	Summer Worker	Social		N/A	N/A	0	N/A	137.14	7.0	960.00	0.00	960.00	0	N/A	137.14	7.0	960.00	0.00	960.00	960.00	
5120-542	Summer Worker	Social		N/A	N/A	0	N/A	137.14	7.0	960.00	0.00	960.00	0	N/A	137.14	7.0	960.00	0.00	960.00	960.00	
5120-542	Summer Worker	Social		N/A	N/A	0	N/A	137.14	7.0	960.00	0.00	960.00	0	N/A	137.14	7.0	960.00	0.00	960.00	960.00	
5120-542	Summer Worker	Social		N/A	N/A	0	N/A	137.14	7.0	960.00	0.00	960.00	0	N/A	137.14	7.0	960.00	0.00	960.00	960.00	
5120-542	Summer Worker	Social		N/A	N/A	0	N/A	137.14	7.0	960.00	0.00	960.00	0	N/A	137.14	7.0	960.00	0.00	960.00	960.00	
5120-542	Summer Worker	Social		N/A	N/A	0	N/A	137.14	7.0	960.00	0.00	960.00	0	N/A	137.14	7.0	960.00	0.00	960.00	960.00	
5120-542	Summer Worker	Social		N/A	N/A	0	N/A	137.14	7.0	960.00	0.00	960.00	0	N/A	137.14	7.0	960.00	0.00	960.00	960.00	
5120-542	Summer Worker	Social		N/A	N/A	0	N/A	137.14	7.0	960.00	0.00	960.00	0	N/A	137.14	7.0	960.00	0.00	960.00	960.00	
5120-542	Summer Worker	Social		N/A	N/A	0	N/A	137.14	7.0	960.00	0.00	960.00	0	N/A	137.14	7.0	960.00	0.00	960.00	960.00	
5120-542	Youth Worker	Social		N/A	N/A	0	N/A	159.54	26.1	4,163.99	0.00	4,163.99	0	N/A	159.54	26.1	4,163.99	0.00	4,163.99	4,164.00	
			Other Personnel Salaries			0					13,763.99	0.00	13,763.99	0					13,763.99	0.00	13,763.99
			ROUND TO BUDGET									170.12								0.00	0.00
			PERSONNEL SERVICES			4					234,949.88	380.00	235,500.00	4					240,106.07	380.00	240,486.07

**NOTES:**

The Administrative Assistant provides intake and program services, grant research for program development, customer service, and administrative support. The Assistant serves an estimated average of 6 walk-in customers daily for intake to all services and programs, with an estimated average service time of 10 minutes; estimated weekly intake service average of 10 hrs per 75-hour pay period. Program services include managing the spring photography program (weekly 3-hour program, 12 week duration), facilitating the annual Art Contest (25 hrs) and newsletter development/marketing materials (estimated 4 hrs per pay period). Grant research includes discovery, development, and reporting for grant funding. The Commission anticipates a minimum of 10 grant opportunities for FY14, with the Assistant's average development time estimated at 5 hours apiece. Intake service is estimated to represent 13.3% of salary allocation; program services are estimated to represent 8.5% of salary allocation; program development is estimated to represent 2.5% of salary allocation.

**DEPT 542: YOUTH COMMISSION  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5350-350	Program Activities	\$1,000.01	\$350.63	\$2,171.28	\$2,200.00	\$2,975.00	\$2,975.00	
		<b>\$1,000.01</b>	<b>\$350.63</b>	<b>\$2,171.28</b>	<b>\$2,200.00</b>	<b>\$2,975.00</b>	<b>\$2,975.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5350-350	Program Activities							
	MEOA College Trio Day	College	15	15	\$45.00	\$675.00	\$675.00	RISE
	Drug & Alcohol Prevention	Social	10	10	\$25.00	\$250.00	\$250.00	Veterans RD, You Lead
	Bullying Conference	Social	10	10	\$25.00	\$250.00	\$250.00	College Bound
	Field Trip, Museum	Social	10	10	\$15.00	\$150.00	\$150.00	
	Field Trip, Sporting	Social	10	10	\$15.00	\$150.00	\$150.00	
	Field Trip, Movies	Social	10	10	\$15.00	\$150.00	\$150.00	
	Field Trip, Theater	Social	10	10	\$15.00	\$150.00	\$150.00	
	Bus transportation	Career	1	1	\$300.00	\$300.00	\$300.00	Career Day Boston
	Bus transportation	College	1	1	\$300.00	\$300.00	\$300.00	College Bound, Regis College
	Bus transportation	Social	1	1	\$300.00	\$300.00	\$300.00	RISE, Gunstock
	Meals for volunteer programs	Social	10	10	\$30.00	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$2,975.00</b>	<b>\$2,975.00</b>	

**DEPT 542: YOUTH COMMISSION  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$230.99	\$258.79	\$308.05	\$400.00	\$160.00	\$0.00	Moved to Central Purchasing
5480-480	Vehicle Fuels & Oil	\$0.00	\$0.00	\$762.16	\$1,500.00	\$1,221.00	\$1,221.00	Moved portion of fuel to bus service
5580-542	Program Supplies	\$922.11	\$1,297.59	\$0.00	\$0.00	\$0.00	\$0.00	
		<b>\$1,153.10</b>	<b>\$1,556.38</b>	<b>\$1,070.21</b>	<b>\$1,900.00</b>	<b>\$1,381.00</b>	<b>\$1,221.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General							
	Poster paper	Social	4	0	\$40.00	\$160.00	\$0.00	
						<b>\$160.00</b>	<b>\$0.00</b>	
5480-480	Vehicle Fuels & Oil							
	Fuel, Unleaded	Administration	300	300	\$3.21	\$963.00	\$963.00	
	Oil Changes	Administration	4	4	\$50.00	\$200.00	\$200.00	
	Inspection	Administration	2	2	\$29.00	\$58.00	\$58.00	
						<b>\$1,221.00</b>	<b>\$1,221.00</b>	

**DEPT 542: YOUTH COMMISSION  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-192	Car Allowance	\$0.00	\$0.00	\$0.00	\$7,500.00	\$6,300.00	\$6,300.00	
5300-330	Meeting & Conference Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	
5710-710	Travel Expenses	\$6,379.44	\$6,602.33	\$5,697.13	\$0.00	\$0.00	\$0.00	
5730-730	Dues & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00	\$60.00	
		<b>\$6,379.44</b>	<b>\$6,602.33</b>	<b>\$5,697.13</b>	<b>\$7,500.00</b>	<b>\$6,660.00</b>	<b>\$6,660.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5190-192	Car Allowance							
	Monthly Car Allowances	Administration	36	36	\$175.00	\$6,300.00	\$6,300.00	
					<b>Account Subtotal</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	
5300-330	Meeting & Conference Fees							
	MEOA Annual Conference	Social	4	4	\$75.00	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$300.00</b>	<b>\$300.00</b>	
5730-730	Dues & Memberships							
	MA Edu. Opportunity Assn.	Social	3	3	\$20.00	\$60.00	\$60.00	
					<b>Account Subtotal</b>	<b>\$60.00</b>	<b>\$60.00</b>	

# DEPT 543: VETERANS SERVICES BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: William Aitken  
 Phone Number: 781-751-9265  
 Budget Submitted By: William Aitken  
 Position: Veterans Services Officer

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$111,356.44	\$104,468.82	\$84,995.65	\$95,000.00	\$96,537.57	\$96,539.00	
Memorial Day Program	\$5,370.05	\$5,002.27	\$5,494.27	\$5,500.00	\$5,350.00	\$5,350.00	
Purchase of Services	\$2,455.06	\$2,296.96	\$1,411.28	\$4,000.00	\$5,000.00	\$5,000.00	
Supplies	\$2,101.51	\$1,210.28	\$1,008.70	\$300.00	\$300.00	\$300.00	
Other Charges & Expenses	\$990.00	\$205.18	\$297.17	\$3,000.00	\$2,183.00	\$2,183.00	
Veterans Benefits	\$63,780.50	\$64,279.67	\$65,558.45	\$80,000.00	\$80,000.00	\$80,000.00	
	<b>\$186,053.56</b>	<b>\$177,463.18</b>	<b>\$158,765.52</b>	<b>\$187,800.00</b>	<b>\$189,370.57</b>	<b>\$189,372.00</b>	

# DEPT 543: VETERANS SERVICES

## SERVICE LEVEL BUDGET

### SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Veterans Assistance	Ch. 115 Veterans Benefits	\$80,000	\$80,000
	Veterans Assistance	Veterans Service Officer	\$50,461	\$50,462
	Veterans Assistance	Federal Programs	No cost	No cost
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Parking Tickets	Administrative Assistant	\$46,076	\$46,077
	Ceremonies	Memorial Day Program	\$5,350	\$5,350
	Ceremonies	Plaques & Awards	\$300	\$300
	Parking Tickets	Parking ticket contract	\$2,000	\$2,000
	Veterans Assistance	Professional Associations	\$2,183	\$2,183
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Parking Tickets	Upgrade to automated system	\$3,000	\$3,000
	<b>TOTAL</b>		<b>\$189,371</b>	<b>\$189,372</b>

**DEPT 543: VETERANS SERVICES  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FY 2013 BUDGET							FY 2014 REQUESTED						FY14 RECOM- MEND	
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY		WAGES TOTAL
MANAGEMENT																				
5110-543	Veterans Service Officer	Veterans	Aitken	M-1	7/1	1	4	1,869.44	26.1	48,792.38	0.00	48,792.38	1	5	1,933.38	26.1	50,461.22	0.00	50,461.22	50,462.00
Management Salaries						1				48,792.38	0.00	48,792.38	1				50,461.22	0.00	50,461.22	50,462.00
SUPPORT STAFF																				
5110-549	Admin Assistant II	Parking	Capone	SS-2	N/A	1	7	1,753.50	26.1	45,766.35	310.00	46,076.35	1	7	1,753.50	26.1	45,766.35	310.00	46,076.35	46,077.00
Support Staff Salaries						1				45,766.35	310.00	46,076.35	1				45,766.35	310.00	46,076.35	46,077.00
ROUND TO BUDGET												131.27							0.00	
PERSONNEL SERVICES						2				94,558.73	310.00	95,000.00	2				96,227.57	310.00	96,537.57	96,539.00

**NOTES:**

**DEPT 543: VETERANS SERVICES  
MEMORIAL DAY PROGRAM**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5380-395	Memorial Day Parade	\$2,370.05	\$2,184.47	\$2,494.27	\$2,500.00	\$2,475.00	\$2,475.00	
5580-693	Flags & Flagholders	\$3,000.00	\$2,817.80	\$3,000.00	\$3,000.00	\$2,875.00	\$2,875.00	
		<b>\$5,370.05</b>	<b>\$5,002.27</b>	<b>\$5,494.27</b>	<b>\$5,500.00</b>	<b>\$5,350.00</b>	<b>\$5,350.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5380-395	Memorial Day Parade							
	Event Catering	Ceremonies	1	1	\$1,600.00	\$1,600.00	\$1,600.00	
	Event Seating	Ceremonies	1	1	\$400.00	\$400.00	\$400.00	
	Wreaths - Large	Ceremonies	3	3	\$100.00	\$300.00	\$300.00	
	Wreaths - Streetsigns	Ceremonies	7	7	\$25.00	\$175.00	\$175.00	
					<b>Account Subtotal</b>	<b>\$2,475.00</b>	<b>\$2,475.00</b>	
5580-693	Flags & Flagholders							
	Flags	Ceremonies	2,500	2,500	\$0.75	\$1,875.00	\$1,875.00	
	Flagholders	Ceremonies	2,500	2,500	\$0.40	\$1,000.00	\$1,000.00	
					<b>Account Subtotal</b>	<b>\$2,875.00</b>	<b>\$2,875.00</b>	

**DEPT 543: VETERANS SERVICES  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-293	Parking Ticket Contract	\$2,455.06	\$2,296.96	\$1,411.28	\$4,000.00	\$5,000.00	\$5,000.00	
		<b>\$2,455.06</b>	<b>\$2,296.96</b>	<b>\$1,411.28</b>	<b>\$4,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Item							
5300-293	Parking Ticket Contract							
	Current Contract	Parking Tickets	1	1	\$2,000.00	\$2,000.00	\$2,000.00	
	Upgrade to automated system (addl cost)	Parking Tickets	1	1	\$3,000.00	\$3,000.00	\$3,000.00	
<b>Account Subtotal</b>						<b>\$5,000.00</b>	<b>\$5,000.00</b>	

**DEPT 543: VETERANS SERVICES  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-310	Advertising	\$875.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5420-420	Office Supplies, Specialized	\$1,225.68	\$1,210.28	\$1,008.70	\$300.00	\$300.00	\$300.00	
		<b>\$2,101.51</b>	<b>\$1,210.28</b>	<b>\$1,008.70</b>	<b>\$300.00</b>	<b>\$300.00</b>	<b>\$300.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5420-420	Office Supplies, Specialized							
	Returning Home Plaques	Ceremonies	3	3	\$75.00	\$225.00	\$225.00	
	Wreathes	Ceremonies	3	3	\$25.00	\$75.00	\$75.00	
					<b>Account Subtotal</b>	<b>\$300.00</b>	<b>\$300.00</b>	

**DEPT 543: VETERANS SERVICES  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$990.00	\$205.18	\$297.17	\$1,000.00	\$450.00	\$450.00	
5710-710	Travel Expenses	\$0.00	\$0.00	\$0.00	\$2,000.00	\$1,733.00	\$1,733.00	
		<b>\$990.00</b>	<b>\$205.18</b>	<b>\$297.17</b>	<b>\$3,000.00</b>	<b>\$2,183.00</b>	<b>\$2,183.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	SEMVA	Veterans	4	4	\$50.00	\$200.00	\$200.00	SE Mass. Veterans Assn.
	DVS	Veterans	1	1	\$50.00	\$50.00	\$50.00	Vet. Services Agents Assn.
	MVSOA	Veterans	4	4	\$50.00	\$200.00	\$200.00	Mass. VSO Assn.
					<b>Account Subtotal</b>	<b>\$450.00</b>	<b>\$450.00</b>	
5710-710	Travel Expenses							
	MVSOA	Veterans	60	60	\$0.11	\$6.30	\$6.30	\$0.45/mile reimb.
	Local Travel	Veterans	2,500	2,500	\$0.56	\$1,387.50	\$1,387.50	~10 miles/day
	Parking Expenses	Veterans	10	10	\$20.00	\$200.00	\$200.00	
	Regional Travel	Veterans	250	250	\$0.56	\$138.75	\$138.75	VAs, State House
					<b>Account Subtotal</b>	<b>\$1,732.55</b>	<b>\$1,732.55</b>	

**DEPT 543: VETERANS SERVICES  
VETERANS BENEFITS**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5770-770	Veterans Benefits	\$63,780.50	\$64,279.67	\$65,558.45	\$80,000.00	\$80,000.00	\$80,000.00	
		<b>\$63,780.50</b>	<b>\$64,279.67</b>	<b>\$65,558.45</b>	<b>\$80,000.00</b>	<b>\$80,000.00</b>	<b>\$80,000.00</b>	

ACCOUNT DETAIL			Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Item	Service						
5770-770	Veterans Benefits							
	Ch.115 Benefits	Veterans	11	11	\$7,272.73	\$80,000.00	\$80,000.00	Avg \$3,360/yr
					<b>Account Subtotal</b>	<b>\$80,000.00</b>	<b>\$80,000.00</b>	

## DEPT 610: LIBRARY BUDGET SUMMARY

Department Reports To: Board of Library Trustees  
 Department Contact: Mary Ann Tricarico  
 Phone Number: 781-751-9281  
 Budget Submitted By: Mary Ann Tricarico  
 Position: Library Director

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$760,617.72	\$753,947.15	\$757,905.19	\$763,750.00	\$783,348.25	\$783,352.00	
Overtime & Substitutes	\$10,162.57	\$6,998.72	\$3,183.36	\$11,000.00	\$11,000.00	\$11,000.00	
Books, Periodicals & Bindings	\$92,500.00	\$92,500.00	\$133,907.68	\$154,274.00	\$156,905.00	\$156,905.00	
Purchase of Services	\$51,690.00	\$57,245.00	\$53,559.35	\$66,568.00	\$66,569.00	\$66,569.00	
Supplies	\$12,000.00	\$12,000.00	\$17,524.27	\$21,800.00	\$16,865.00	\$16,865.00	
Other Charges & Expenses	\$8,403.00	\$9,389.00	\$8,390.49	\$11,100.00	\$11,100.00	\$11,100.00	
	<b>\$935,373.29</b>	<b>\$932,079.87</b>	<b>\$974,470.34</b>	<b>\$1,028,492.00</b>	<b>\$1,045,787.25</b>	<b>\$1,045,791.00</b>	

# DEPT 610: LIBRARY SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Certified Library System	Open Hours - Main Library	\$197,250	\$197,250
	Certified Library System	Open Hours - Endicott	\$87,962	\$87,962
	Certified Library System	Collection Development	\$156,905	\$156,905
	Certified Library System	Minuteman Network	\$40,960	\$40,960
	Certified Library System	Certified Library Director	\$84,989	\$84,990
	Certified Library System	Facility Operations	\$59,913	\$59,913
	Certified Library System	Children's Services & Programs	\$123,135	\$123,135
	Certified Library System	Reference Services	\$57,549	\$57,549
	Certified Library System	Technical Services	\$42,378	\$42,378
	Certified Library System	Circulation	\$134,447	\$134,448
	Certified Library System	Management & Administration	\$52,499	\$52,500
	Certified Library System	Adult Services & Programs	\$2,500	\$2,500
	Certified Library System	Collection Maintenance	\$5,300	\$5,300
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
		<b>TOTAL</b>	<b>\$1,045,787</b>	<b>\$1,045,790</b>

**DEPT 610: LIBRARY  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM-MEND
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG-EVITY	WAGES TOTAL	
<b>MANAGEMENT</b>																				
5110-610	Library Director	Mgmt / Admin.	Tricarico	N/A	2/13	0	N/A	0.00	26.1	0.00	0.00	0.00	1	N/A	3,230.77	16.2	52,384.62	0.00	52,384.62	52,384.62
				N/A			N/A	0.00	26.1	0.00	0.00	0.00		N/A	3,307.69	9.9	32,604.40	0.00	32,604.40	32,604.40
			Vacant	M-5	N/A	1	N/A	3,117.75	26.1	81,061.54	0.00	81,061.54	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00
Management Salaries						1				81,061.54	0.00	81,061.54	1				84,989.01	0.00	84,989.01	84,990.00
<b>PROFESSIONAL LIBRARIANS</b>																				
5110-613	Technical Services	Technical	Suciu	PL	N/A	1	7	2,266.50	26.1	59,155.65	230.00	59,385.65	1	7	2,266.50	26.1	59,155.65	230.00	59,385.65	59,385.65
5110-613	Children's Librarian	Children's	Reilly	PL	N/A	1	7	2,266.50	26.1	59,155.65	310.00	59,465.65	1	7	2,266.50	26.1	59,155.65	310.00	59,465.65	59,465.65
5110-613	Reference Librarian	Reference	Dooman	PL	7/1	1	4	2,043.75	26.1	53,341.88	0.00	53,341.88	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00
5110-613	Reference Librarian	Reference	Ingemi	PL	7/1	1	5	2,115.75	26.1	55,221.08	310.00	55,531.08	1	6	2,190.00	26.1	57,159.00	390.00	57,549.00	57,549.00
5110-613	Children's / Branch Librarian	Children's	Conklin	PL	1/1	0	N/A	0.00	13.05	0.00	0.00	0.00	1	5	2,115.75	13.05	27,610.54	0.00	27,610.54	27,610.54
							N/A	0.00	13.05	0.00	0.00	0.00		4	2,043.75	13.05	26,670.94	0.00	26,670.94	26,670.94
Professional Librarians Salaries						4				226,874.25	850.00	227,724.25	4				229,751.78	930.00	230,681.78	230,682.00
<b>CIRCULATION SUPERVISOR</b>																				
5110-614	Circulation Supervisor	Circulation	Socci	CS	1/1	1	4	1,961.25	13.05	25,594.31	150.00	25,744.31	1	5	2,030.25	13.05	26,494.76	150.00	26,644.76	26,644.76
							3	1,896.00	13.05	24,742.80	0.00	24,742.80		4	1,961.25	13.05	25,594.31	0.00	25,594.31	25,594.31
Circulation Supervisor Salaries						1				50,337.11	150.00	50,487.11	1				52,089.08	150.00	52,239.08	52,240.00
<b>LIBRARY ASSISTANTS</b>																				
5110-615	Library Assistant	Circulation	Bowman	LA	N/A	1	7	1,618.50	26.1	42,242.85	390.00	42,632.85	1	7	1,618.50	26.1	42,242.85	390.00	42,632.85	42,632.85
5110-615	Library Assistant	Circulation & Technical	Leary	LA	N/A	1	7	1,618.50	26.1	42,242.85	310.00	42,552.85	1	7	1,618.50	26.1	42,242.85	310.00	42,552.85	42,552.85
5110-615	Library Assistant	Circulation	Crowley	LA	N/A	1	7	1,618.50	26.1	42,242.85	310.00	42,552.85	1	7	1,618.50	26.1	42,242.85	310.00	42,552.85	42,552.85
5110-615	Library Assistant	Circulation	Fadden	LA	N/A	1	7	1,618.50	26.1	42,242.85	310.00	42,552.85	1	7	1,618.50	26.1	42,242.85	310.00	42,552.85	42,552.85
5110-615	Library Assistant	Circulation	Cronin	LA	N/A	0.53	7	863.20	26.1	22,529.52	275.00	22,804.52	0.53	7	863.20	26.1	22,529.52	275.00	22,804.52	22,804.52
5110-615	Library Assistant	Technical	McWhirk	LA	N/A	0.53	7	863.20	26.1	22,529.52	57.50	22,587.02	0.53	7	863.20	26.1	22,529.52	115.00	22,644.52	22,644.52
5110-615	Library Assistant	Circulation	Connell	LA	7/1	1	3	1,410.00	26.1	36,801.00	150.00	36,951.00	1	4	1,460.25	26.1	38,112.53	150.00	38,262.53	38,262.53
Library Assistants Salaries						6.1				250,831.44	1,802.50	252,633.94	6.1				252,142.97	1,860.00	254,002.97	254,003.00
<b>LIBRARY PAGES</b>																				
5110-618	Library Page - Main	Circulation		N/A	N/A	0.4	N/A	405.00	26.1	10,570.50	0.00	10,570.50	0.4	N/A	270.00	26.1	7,047.00	0.00	7,047.00	7,047.00
5110-618	Library Page - Main	Circulation		N/A	N/A								0.24	N/A	162.00	26.1	4,228.20	0.00	4,228.20	4,228.20
5110-618	Library Page - Endicott	Circulation		N/A	N/A	0.4	N/A	405.00	26.1	10,570.50	0.00	10,570.50	0.32	N/A	216.00	26.1	5,637.60	0.00	5,637.60	5,637.60
5110-618	Library Page - Endicott	Circulation		N/A	N/A								0.24	N/A	162.00	26.1	4,228.20	0.00	4,228.20	4,228.20
Library Pages Salaries						0.8				21,141.00	0.00	21,141.00	1.2				21,141.00	0.00	21,141.00	21,141.00
<b>SUPPORT STAFF</b>																				
5110-619	Admin Assistant I	Mgmt / Admin.	Shrewsbury	SS-3	7/1	1	3	1,642.50	26.1	42,869.25	0.00	42,869.25	1	4	1,701.00	26.1	44,396.10	0.00	44,396.10	44,396.10
Support Staff Salaries						1				42,869.25	0.00	42,869.25	1				44,396.10	0.00	44,396.10	44,397.00
<b>FACILITIES STAFF</b>																				
5110-193	Custodian	Facility	Flynn	FS-3	N/A	1	7	1,884.75	26.1	49,191.98	550.00	49,741.98	1	7	1,884.75	26.1	49,191.98	630.00	49,821.98	49,821.98
5110-193	Assistant Custodian	Facility	Kieseling	FS-2	N/A	1	7	1,753.50	26.1	45,766.35	310.00	46,076.35	1	7	1,753.50	26.1	45,766.35	310.00	46,076.35	46,076.35
Facilities Staff Salaries						2				94,958.33	860.00	95,818.33	2				94,958.33	940.00	95,898.33	95,899.00
STM TRANSFER												-8,000.00								0.00
ROUND TO BUDGET												14.58								0.00
<b>PERSONNEL SERVICES</b>						<b>15.9</b>				<b>768,072.92</b>	<b>3,662.50</b>	<b>763,750.00</b>	<b>16.3</b>				<b>779,468.25</b>	<b>3,880.00</b>	<b>783,348.25</b>	<b>783,352.00</b>

**NOTES:**

Reference Librarian vacancy not filled; Children's / Branch Librarian position created per Strategic Plan recommendations.

**DEPT 610: LIBRARY  
OVERTIME & SUBSTITUTES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5120-610	Substitutes	\$10,162.57	\$6,998.72	\$3,183.36	\$11,000.00	\$0.00	\$0.00	Moved to Overtime
5130-610	Overtime, General	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	\$11,000.00	
		<b>\$10,162.57</b>	<b>\$6,998.72</b>	<b>\$3,183.36</b>	<b>\$11,000.00</b>	<b>\$11,000.00</b>	<b>\$11,000.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5130-610	Overtime, General							
	Coverage - Main	Open Hours	90	90	\$31.74	\$2,856.33	\$2,856.33	
	Coverage - Endicott	Open Hours	90	90	\$31.74	\$2,856.33	\$2,856.33	
	Custodial - Close Main	Facility	90	90	\$36.38	\$3,274.43	\$3,274.43	
	Custodial - Snow / Emergency	Facility	30	30	\$36.38	\$1,075.09	\$1,075.09	
	Children's Program Staffing	Children's	30	30	\$31.74	\$937.83	\$937.83	
					<b>Account Subtotal</b>	<b>\$11,000.00</b>	<b>\$11,000.00</b>	

**DEPT 610: LIBRARY  
BOOKS, PERIODICALS & BINDINGS**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5581-611	Books	\$92,500.00	\$92,500.00	\$133,907.68	\$110,549.00	\$111,750.00	\$111,750.00	
5581-612	Periodicals				\$15,000.00	\$11,000.00	\$11,000.00	
5581-613	Bindings				\$0.00	\$0.00	\$0.00	
5581-614	DVDs				\$5,000.00	\$12,000.00	\$12,000.00	
5581-615	E-Books				\$1,000.00	\$1,000.00	\$1,000.00	
5581-616	Video				\$8,070.00	\$0.00	\$0.00	
5581-617	Audio				\$8,655.00	\$7,335.00	\$7,335.00	
5581-618	Databases				\$5,000.00	\$13,652.00	\$13,652.00	
5581-619	Other				\$1,000.00	\$168.00	\$168.00	
		<b>\$92,500.00</b>	<b>\$92,500.00</b>	<b>\$133,907.68</b>	<b>\$154,274.00</b>	<b>\$156,905.00</b>	<b>\$156,905.00</b>	

ACCOUNT DETAIL			Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Item	Service							
5581-611	Books							
	Books	Coll. Dev.	2,235	2,235	\$50.00	\$111,750.00	\$111,750.00	
						<b>Account Subtotal</b>	<b>\$111,750.00</b>	<b>\$111,750.00</b>
5581-612	Periodicals							
	Periodical Collections	Coll. Dev.	110	110	\$100.00	\$11,000.00	\$11,000.00	
						<b>Account Subtotal</b>	<b>\$11,000.00</b>	<b>\$11,000.00</b>
5581-614	DVDs							
	DVDs	Coll. Dev.	300	300	\$40.00	\$12,000.00	\$12,000.00	
						<b>Account Subtotal</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>
5581-615	E-Books							
	E-Book Subscriptions	Coll. Dev.	1	1	\$1,000.00	\$1,000.00	\$1,000.00	
						<b>Account Subtotal</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
5581-617	Audio							
	CDs	Coll. Dev.	289	289	\$15.00	\$4,335.00	\$4,335.00	
	Audio Books	Coll. Dev.	100	100	\$30.00	\$3,000.00	\$3,000.00	
						<b>Account Subtotal</b>	<b>\$7,335.00</b>	<b>\$7,335.00</b>
5581-618	Databases							
	American Genealogy	Coll. Dev.	1	1	\$600.00	\$600.00	\$600.00	
	Ancestry	Coll. Dev.	1	1	\$1,325.00	\$1,325.00	\$1,325.00	
	Cengage Collection (6)	Coll. Dev.	1	1	\$5,213.00	\$5,213.00	\$5,213.00	
	Consumer Checkbook	Coll. Dev.	1	1	\$300.00	\$300.00	\$300.00	
	Daily News Transcript	Coll. Dev.	1	1	\$2,470.00	\$2,470.00	\$2,470.00	
	Digital Sanborn Maps	Coll. Dev.	1	1	\$550.00	\$550.00	\$550.00	
	Library Insight	Coll. Dev.	1	1	\$1,044.00	\$1,044.00	\$1,044.00	
	Mango	Coll. Dev.	1	1	\$1,600.00	\$1,600.00	\$1,600.00	
	National Biography	Coll. Dev.	1	1	\$550.00	\$550.00	\$550.00	
	Oxford Dictionary	Coll. Dev.	1	1	\$550.00	\$550.00	\$550.00	
						<b>Account Subtotal</b>	<b>\$13,652.00</b>	<b>\$13,652.00</b>
5581-619	Other							
	Realia (3-D Objects)	Coll. Dev.	21	21	\$8.00	\$168.00	\$168.00	
						<b>Account Subtotal</b>	<b>\$168.00</b>	<b>\$168.00</b>

**DEPT 610: LIBRARY  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5270-270	Rent / Lease Equipment	\$0.00	\$0.00	\$0.00	\$6,000.00	\$12,307.00	\$12,307.00	
5300-221	Alarm Testing / Inspection	\$9,550.00	\$15,555.00	\$6,871.34	\$15,608.00	\$4,287.00	\$4,287.00	
5300-300	Professional / Technical	\$0.00	\$0.00	\$0.00	\$4,000.00	\$9,015.00	\$9,015.00	
5300-610	Library Operations Services	\$0.00	\$0.00	\$7,354.24	\$0.00	\$0.00	\$0.00	Moved to Professional/Technical
5300-611	Minuteman Network	\$38,723.00	\$38,723.00	\$39,333.77	\$40,960.00	\$40,960.00	\$40,960.00	
5340-360	Telephone	\$3,417.00	\$2,967.00	\$0.00	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
		<b>\$51,690.00</b>	<b>\$57,245.00</b>	<b>\$53,559.35</b>	<b>\$66,568.00</b>	<b>\$66,569.00</b>	<b>\$66,569.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
5270-270	Rent / Lease Equipment							
	Monthly lease, 3 copiers	Technical	12	12	\$525.56	\$6,306.72	\$6,306.72	
	Monthly lease, new copier	Technical	12	12	\$500.00	\$6,000.00	\$6,000.00	
					<b>Account Subtotal</b>	<b>\$12,306.72</b>	<b>\$12,306.72</b>	
5300-221	Alarm Testing / Inspection							
	Biannual fire extinguisher test	Facility	2	2	\$1,851.00	\$3,702.00	\$3,702.00	
	Fire Dept alarm response	Facility	1	1	\$585.00	\$585.00	\$585.00	
					<b>Account Subtotal</b>	<b>\$4,287.00</b>	<b>\$4,287.00</b>	
5300-300	Professional / Technical							
	Speakers & Presenters	Children's	2	2	\$500.00	\$1,000.00	\$1,000.00	
	Speakers & Lecturers	Adult	2	2	\$500.00	\$1,000.00	\$1,000.00	
	Upgrade Toshiba copier	Technical	1	1	\$3,000.00	\$3,000.00	\$3,000.00	
	E-books database	Technical	1	1	\$4,015.00	\$4,015.00	\$4,015.00	
					<b>Account Subtotal</b>	<b>\$9,015.00</b>	<b>\$9,015.00</b>	
5300-611	Minuteman Network							
	Annual membership	Regional	1	1	\$40,960.00	\$40,960.00	\$40,960.00	
					<b>Account Subtotal</b>	<b>\$40,960.00</b>	<b>\$40,960.00</b>	

**DEPT 610: LIBRARY  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$12,000.00	\$12,000.00	\$17,524.27	\$20,800.00	\$3,115.00	\$3,115.00	
5490-610	Food & Food Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$4,050.00	\$4,050.00	Moved from Office Supplies
5510-610	Educational Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$3,400.00	\$3,400.00	Moved from Office Supplies
5580-581	Uniforms	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	
5580-610	Library Operations Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$5,300.00	\$5,300.00	Moved from Office Supplies
		<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$17,524.27</b>	<b>\$21,800.00</b>	<b>\$16,865.00</b>	<b>\$16,865.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5420-420	Office Supplies, General							
	Copy Paper, 8.5x11, Box	Mgmt	12	12	\$26.00	\$312.00	\$312.00	
	Copy Paper, 8.5x11, Box	Technical	12	12	\$26.00	\$312.00	\$312.00	
	Copy Paper, 11x14, Box	Mgmt	3	3	\$50.00	\$150.00	\$150.00	
	Copy Paper, 11x14, Box	Technical	2	2	\$50.00	\$100.00	\$100.00	
	Colored Paper, 8.5x11, Box	Mgmt	1	1	\$41.00	\$41.00	\$41.00	
	Office Equipment	Mgmt	10	10	\$50.00	\$500.00	\$500.00	
	Accu-Cut Molds & Paper	Mgmt	5	5	\$300.00	\$1,500.00	\$1,500.00	
	Miscellany	Mgmt	10	10	\$20.00	\$200.00	\$200.00	
						<b>Account Subtotal</b>	<b>\$3,115.00</b>	<b>\$3,115.00</b>
5490-610	Food & Food Supplies							
	Seasonal Pgms - Main	Children's	4	4	\$150.00	\$600.00	\$600.00	
	Seasonal Pgms - Endicott	Children's	4	4	\$150.00	\$600.00	\$600.00	
	Holiday Programs & Events	Children's	9	9	\$150.00	\$1,350.00	\$1,350.00	
	Adult Programs	Adult	10	10	\$150.00	\$1,500.00	\$1,500.00	
						<b>Account Subtotal</b>	<b>\$4,050.00</b>	<b>\$4,050.00</b>
5510-610	Educational Supplies							
	Arts & Crafts - Main	Children's	17	17	\$100.00	\$1,700.00	\$1,700.00	
	Arts & Crafts - Endicott	Children's	17	17	\$100.00	\$1,700.00	\$1,700.00	
						<b>Account Subtotal</b>	<b>\$3,400.00</b>	<b>\$3,400.00</b>
5580-581	Uniforms							
	Custodial uniforms	Facility	2	2	\$500.00	\$1,000.00	\$1,000.00	Contractual
						<b>Account Subtotal</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
5580-610	Library Operations Materials							
	Bar code strips, pkg	Coll. Maint.	2	2	\$750.00	\$1,500.00	\$1,500.00	
	Book covers, pkg	Coll. Maint.	4	4	\$250.00	\$1,000.00	\$1,000.00	
	Library cards, pkg (10,000)	Coll. Maint.	1	1	\$300.00	\$300.00	\$300.00	
	Media covers, pkg	Coll. Maint.	2	2	\$500.00	\$1,000.00	\$1,000.00	
	Security cases, pkg	Coll. Maint.	50	50	\$20.00	\$1,000.00	\$1,000.00	
	Spine labels, roll	Coll. Maint.	10	10	\$50.00	\$500.00	\$500.00	
						<b>Account Subtotal</b>	<b>\$5,300.00</b>	<b>\$5,300.00</b>

**DEPT 610: LIBRARY  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$603.00	\$689.00	\$485.00	\$2,750.00	\$4,770.00	\$4,770.00	
5710-710	Travel Expenses	\$7,800.00	\$8,700.00	\$7,905.49	\$6,600.00	\$4,900.00	\$4,900.00	
5730-730	Dues & Memberships	\$0.00	\$0.00	\$0.00	\$1,750.00	\$1,430.00	\$1,430.00	
		<b>\$8,403.00</b>	<b>\$9,389.00</b>	<b>\$8,390.49</b>	<b>\$11,100.00</b>	<b>\$11,100.00</b>	<b>\$11,100.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	American Library Assn.	Mgmt	2	2	\$1,500.00	\$3,000.00	\$3,000.00	
	New England Library Assn.	Mgmt	1	1	\$150.00	\$150.00	\$150.00	
	Mass. Library Assn.	Mgmt	5	5	\$150.00	\$750.00	\$750.00	
	Cont. Ed.: Various Seminars	Mgmt	5	5	\$134.00	\$670.00	\$670.00	
	Cont. Ed.: Skill Path	Mgmt	1	1	\$200.00	\$200.00	\$200.00	
					<b>Account Subtotal</b>	<b>\$4,770.00</b>	<b>\$4,770.00</b>	
5710-710	Travel Expenses							
	Custodian Monthly Stipends	Facility	24	24	\$175.00	\$4,200.00	\$4,200.00	
	Mileage (12 workshops, 2 ea)	Mgmt	1,261	1,261	\$0.56	\$700.00	\$700.00	Avg 60 miles
					<b>Account Subtotal</b>	<b>\$4,900.00</b>	<b>\$4,900.00</b>	
5730-730	Dues & Memberships							
	ALA base membership	Mgmt	1	1	\$300.00	\$300.00	\$300.00	
	ALA employee memberships	Mgmt	3	3	\$185.00	\$555.00	\$555.00	
	NELA membership	Mgmt	1	1	\$75.00	\$75.00	\$75.00	
	MLA memberships	Mgmt	5	5	\$100.00	\$500.00	\$500.00	
					<b>Account Subtotal</b>	<b>\$1,430.00</b>	<b>\$1,430.00</b>	

**DEPT 610: LIBRARY  
DEPARTMENT REVENUE**

REVENUE SOURCE	DESTINATION FUND	FEE RATE	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Late fees		5¢/day	\$4,089.29	\$4,068.69	\$5,420.53	\$3,523.14			
Lost material fines		Variable							
Copier use		10¢/pg							
			<b>\$4,089.29</b>	<b>\$4,068.69</b>	<b>\$5,420.53</b>	<b>\$3,523.14</b>	<b>\$0.00</b>	<b>\$0.00</b>	

Revenue to Date 1/13

# DEPT 630: PARKS & RECREATION BUDGET SUMMARY

Department Reports To: Parks & Recreation Commission  
 Department Contact: Robert Stanley  
 Phone Number: 781-751-9250  
 Budget Submitted By: Robert Stanley  
 Position: Director of Parks & Recreation

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$539,884.49	\$510,153.69	\$512,272.15	\$523,100.00	\$510,251.14	\$510,254.00	
Overtime & Substitutes	\$7,585.38	\$5,360.08	\$8,787.43	\$9,500.00	\$9,496.00	\$9,496.00	
Purchase of Services	\$42,944.32	\$45,433.46	\$45,130.33	\$38,900.00	\$35,500.00	\$35,500.00	
Supplies	\$68,220.92	\$85,933.63	\$93,070.09	\$96,100.00	\$97,288.00	\$97,288.00	
Other Charges & Expenses	\$4,575.00	\$3,055.00	\$4,500.00	\$4,650.00	\$4,870.00	\$4,870.00	
	<b>\$663,210.11</b>	<b>\$649,935.86</b>	<b>\$663,760.00</b>	<b>\$672,250.00</b>	<b>\$657,405.14</b>	<b>\$657,408.00</b>	

# DEPT 630: PARKS & RECREATION SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Parks	Salaries, Overtime, Seasonal Workers & Allowances	\$289,204	\$289,204
	Management	Director	\$73,063	\$73,065
	Management	Car Allowance	\$4,500	\$4,500
	Parks	Parks Irrigation, Vehicles & Grounds Supplies	\$93,563	\$93,563
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Recreation	Asst Director & Support Staff	\$53,921	\$53,922
	Pool	Pool Salaries	\$40,194	\$40,194
	Recreation	Summer Workers	\$65,765	\$65,765
	Recreation	Programs	\$14,000	\$14,000
	Recreation	Flag Day	\$15,000	\$15,000
	Recreation	Program Operations Supplies & Expenses	\$3,969	\$3,969
	Parks	Holiday Decoration & Skating Rink	\$4,000	\$4,000
	Management	Professional Associations	\$225	\$225
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	<b>TOTAL</b>		<b>\$657,404</b>	<b>\$657,407</b>

**DEPT 630: PARKS & RECREATION  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND											
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL												
<b>MANAGEMENT</b>																															
5110-630	Parks & Rec Director	Mgmt	Stanley	M-4	1/1	1	5	2,746.30	13.05	35,839.22	150.00	35,989.22	1	6	2,840.92	13.05	37,074.01	150.00	37,224.01	37,225.00											
							4	2,654.88	13.05	34,646.18	0.00	34,646.18	1	5	2,746.30	13.05	35,839.22	0.00	35,839.22	35,840.00											
5110-631	Assistant Parks & Rec Director	Recreation	Anderson	M-2	1/1	0	N/A	0.00	13.05	0.00	0.00	0.00	1	3	2,054.78	13.05	26,814.88	0.00	26,814.88	26,815.00											
			Vacant		1/1	1	2	1,986.74	13.05	25,926.96	0.00	25,926.96	0	2	1,986.74	13.05	25,926.96	0.00	25,926.96	25,927.00											
							1	1	1,920.98	13.05	25,068.79	0.00	25,068.79	0	N/A	0.00	13.05	0.00	0.00	0.00	0.00										
																						0.00									
Management Salaries						2				121,481.15	150.00	121,631.15	2				125,655.06	150.00	125,805.06	125,807.00											
<b>SUPPORT STAFF</b>																															
5110-639	Admin Assistant I	Recreation	MacDonald	SS-3	1/1	0	N/A	0.00	13.05	0.00	0.00	0.00	1	2	1,587.75	13.05	20,720.14	0.00	20,720.14	20,721.00											
			Vacant		1/1	1	2	1,587.75	13.05	20,720.14	0.00	20,720.14	0	1	1,533.75	13.05	20,015.44	0.00	20,015.44	20,016.00											
							1	1	1,533.75	13.05	20,015.44	0.00	20,015.44	1	N/A	0.00	13.05	0.00	0.00	0.00	0.00										
																						0.00									
Support Staff Salaries						1				40,735.58	0.00	40,735.58	1				40,735.58	0.00	40,735.58	40,737.00											
<b>PARKS STAFF</b>																															
5110-650	Working Foreman	Parks	Fitzgerald	III	N/A	1	7	2,299.20	26.1	60,009.12	735.00	60,744.12	1	7	2,299.20	26.1	60,009.12	735.00	60,744.12	60,744.12											
5110-650	SMEO	Parks	DeVirgilio	II	N/A	1	7	2,047.20	26.1	53,431.92	645.00	54,076.92	1	7	2,047.20	26.1	53,431.92	645.00	54,076.92	54,076.92											
5110-650	SMEO	Parks	Maher	II	N/A	1	7	2,047.20	26.1	53,431.92	375.00	53,806.92	1	7	2,047.20	26.1	53,431.92	375.00	53,806.92	53,806.92											
5110-650	SMEO	Parks	Marchese	II	N/A	1	7	2,047.20	26.1	53,431.92	375.00	53,806.92	1	7	2,047.20	26.1	53,431.92	375.00	53,806.92	53,806.92											
Parks Staff Salaries						4				220,304.88	2,130.00	222,434.88	4				220,304.88	2,130.00	222,434.88	222,435.00											
<b>POOL STAFF</b>																															
5120-641	Swimming Pool Director	Pool	Stallings	R14	N/A	0	N/A	6,698.87	6.0	40,193.22	0.00	40,193.22	1	N/A	985.60	26.1	25,724.16	0.00	25,724.16	25,724.16											
5120-641	Substitute Director	Pool	Various	R14	N/A	0	N/A	0.00	6.0	0.00	0.00	0.00	0	N/A	554.40	26.1	14,469.84	0.00	14,469.84	14,469.84											
Pool Staff Salaries						0				40,193.22	0.00	40,193.22	1				40,194.00	0.00	40,194.00	40,194.00											
<b>OTHER PERSONNEL</b>																															
5120-630	Seasonal Parks Workers	Parks		R1	N/A	N/A	N/A	9,062.17	6.0	54,373.00	0.00	54,373.00	N/A	N/A	9,145.50	6.0	54,873.00	0.00	54,873.00	54,873.00											
5120-645	Seasonal Recreation Workers	Recreation		R2-13	N/A	N/A	N/A	10,960.83	6.0	65,765.00	0.00	65,765.00	N/A	N/A	10,960.83	6.0	65,765.00	0.00	65,765.00	65,765.00											
5120-640	Seasonal DPW Worker			N/A	N/A	N/A	N/A	83.33	6.0	500.00	0.00	500.00	N/A	N/A	0.00	6.0	0.00	0.00	0.00	0.00											
Other Personnel Salaries						0				120,638.00	0.00	120,638.00	0				120,638.00	0.00	120,638.00	120,638.00											
DEPARTMENT CONTRIBUTION TO SEASONAL WORKERS																															
PAYROLL ACCRUAL 52.2 WEEKS																															
ROUND TO BUDGET																															
PERSONNEL SERVICES												7					543,352.82	2,280.00	523,100.00	8					547,527.51	2,280.00	510,251.14	510,254.00			

**NOTES:**

Department contribution to Assistant Parks & Rec Director's salary increasing from 50% to 75%

**DEPT 630: PARKS & RECREATION  
OVERTIME & SUBSTITUTES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5130-650	Overtime, General - Parks	\$7,585.38	\$5,360.08	\$8,787.43	\$9,500.00	\$9,496.00	\$9,496.00	
		<b>\$7,585.38</b>	<b>\$5,360.08</b>	<b>\$8,787.43</b>	<b>\$9,500.00</b>	<b>\$9,496.00</b>	<b>\$9,496.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5130-650	Overtime, General - Parks							
	Weekend Events, SMEOs	Parks	180	180	\$38.39	\$6,909.30	\$6,909.30	
	Weekend Events, Foreman	Parks	60	60	\$43.11	\$2,586.60	\$2,586.60	
					<b>Account Subtotal</b>	<b>\$9,495.90</b>	<b>\$9,495.90</b>	

**DEPT 630: PARKS & RECREATION  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5230-230	Utilities, Water	\$4,015.92	\$6,195.94	\$6,353.33	\$3,000.00	\$3,000.00	\$3,000.00	
5240-240	Repairs & Maintenance, Vehicle	\$4,871.54	\$3,459.73	\$3,317.45	\$3,500.00	\$3,500.00	\$3,500.00	
5240-250	Repairs & Maintenance, Electrical	\$2,906.33	\$3,968.84	\$3,375.31	\$0.00	\$0.00	\$0.00	
5270-270	Rent / Lease Equipment	\$4,025.96	\$3,496.50	\$3,962.94	\$4,000.00	\$6,000.00	\$6,000.00	
5340-340	Printing	\$923.64	\$530.47	\$321.30	\$600.00	\$0.00	\$0.00	Moved to Office Supplies
5350-350	Program Activities	\$1,312.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5380-384	Van Contract	\$9,937.96	\$12,781.98	\$12,800.00	\$12,800.00	\$8,000.00	\$8,000.00	Reduced with COA van
5580-692	Flag Day Parade	\$14,950.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	
		<b>\$42,944.32</b>	<b>\$45,433.46</b>	<b>\$45,130.33</b>	<b>\$38,900.00</b>	<b>\$35,500.00</b>	<b>\$35,500.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5230-230	Utilities, Water							
	Gonzalez irrigation	Parks	1	1	\$2,800.00	\$2,800.00	\$2,800.00	
	Oakdale Common irrigation	Parks	1	1	\$200.00	\$200.00	\$200.00	
	Pool utilities	Pool	1	1	\$0.00	\$0.00	\$0.00	Revolving
	Dolan Center utilities	Recreation	1	1	\$0.00	\$0.00	\$0.00	Revolving
	Concession stand utilities	Recreation	1	1	\$0.00	\$0.00	\$0.00	Revolving
					<b>Account Subtotal</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	
5240-240	Repairs & Maintenance, Vehicle							
	Pickup Trucks (3)	Parks	3	3	\$500.00	\$1,500.00	\$1,500.00	
	Dump Trucks (2)	Parks	2	2	\$500.00	\$1,000.00	\$1,000.00	
	Tractor	Parks	1	1	\$500.00	\$500.00	\$500.00	
	Kaboda	Parks	1	1	\$300.00	\$300.00	\$300.00	
	Ride mower	Parks	1	1	\$200.00	\$200.00	\$200.00	
					<b>Account Subtotal</b>	<b>\$3,500.00</b>	<b>\$3,500.00</b>	
5270-270	Rent / Lease Equipment							
	Bus Rental - Free Programs	Recreation	12	12	\$500.00	\$6,000.00	\$6,000.00	
					<b>Account Subtotal</b>	<b>\$6,000.00</b>	<b>\$6,000.00</b>	
5380-384	Van Contract							
	Rental - Summer Programs	Recreation	1	1	\$8,000.00	\$8,000.00	\$8,000.00	
					<b>Account Subtotal</b>	<b>\$8,000.00</b>	<b>\$8,000.00</b>	
5580-692	Flag Day Parade							
	Bands	Recreation	10	10	\$1,500.00	\$15,000.00	\$15,000.00	
	Bands	Recreation	10	10	\$0.00	\$0.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	

**DEPT 630: PARKS & RECREATION  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$1,585.19	\$3,000.00	\$2,907.71	\$3,000.00	\$3,825.00	\$3,825.00	
5460-460	Groundskeeping Supplies	\$66,425.74	\$82,933.63	\$89,817.38	\$91,060.00	\$91,063.00	\$91,063.00	
5580-581	Uniforms	\$0.00	\$0.00	\$0.00	\$1,600.00	\$1,800.00	\$1,800.00	
5580-583	Protective Shoes	\$209.99	\$0.00	\$345.00	\$440.00	\$600.00	\$600.00	
		<b>\$68,220.92</b>	<b>\$85,933.63</b>	<b>\$93,070.09</b>	<b>\$96,100.00</b>	<b>\$97,288.00</b>	<b>\$97,288.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
ACCT NUMBER	Item							
5420-420	Office Supplies, General							
	Copy Paper, Letter	Recreation	10	10	\$26.00	\$260.00	\$260.00	
	Copy Paper, Legal	Recreation	5	5	\$33.00	\$165.00	\$165.00	
	Colored Paper, Legal	Recreation	10	10	\$36.00	\$360.00	\$360.00	
	Office Equipment	Recreation	4	4	\$200.00	\$800.00	\$800.00	
	Custodial Supplies, Dolan	Recreation	30	30	\$25.00	\$750.00	\$750.00	
	Miscellaneous Supplies	Recreation	100	100	\$10.00	\$1,000.00	\$1,000.00	
	Brochures	Recreation	2,500	2,500	\$0.10	\$250.00	\$250.00	Moved from Printing
	Envelopes	Recreation	4,000	4,000	\$0.06	\$240.00	\$240.00	Moved from Printing
					<b>Account Subtotal</b>	<b>\$3,825.00</b>	<b>\$3,825.00</b>	
5460-460	Groundskeeping Supplies							
	Geese Control	Parks	12	12	\$1,300.00	\$15,600.00	\$15,600.00	
	Mulch - Playgrounds	Parks	4	4	\$1,450.00	\$5,800.00	\$5,800.00	
	Seed pallet	Parks	4	4	\$1,200.00	\$4,800.00	\$4,800.00	
	Fertilizer pallet	Parks	1	1	\$800.00	\$800.00	\$800.00	
	Tree Removal	Parks	2	2	\$1,000.00	\$2,000.00	\$2,000.00	
	Fencing Materials	Parks	3,000	3,000	\$1.00	\$3,000.00	\$3,000.00	
	Parks Equipment	Parks	10	10	\$250.00	\$2,500.00	\$2,500.00	Mowers, etc
	Grounds Equipment	Parks	10	10	\$400.00	\$4,000.00	\$4,000.00	SandPro, Aerator, etc
	Irrigation Equipment	Parks	2,800	2,800	\$1.00	\$2,800.00	\$2,800.00	
	Parks Plumbing & Electrical	Parks	5,000	5,000	\$1.00	\$5,000.00	\$5,000.00	
	Flag Replacements	Parks	10	10	\$100.00	\$1,000.00	\$1,000.00	
	Infield Mix	Parks	4,500	4,500	\$1.00	\$4,500.00	\$4,500.00	
	Restroom Equipment	Parks	20	20	\$20.00	\$400.00	\$400.00	
	Lime & Paint	Parks	6,000	6,000	\$1.00	\$6,000.00	\$6,000.00	
	Fuel, Unleaded	Parks	5,675	5,675	\$3.50	\$19,862.50	\$19,862.50	
	Parks Projects	Parks	2	2	\$4,500.00	\$9,000.00	\$9,000.00	
	Holiday Parks Decoration	Parks	2,000	2,000	\$1.00	\$2,000.00	\$2,000.00	
	Skating Rink	Parks	2	2	\$1,000.00	\$2,000.00	\$2,000.00	
					<b>Account Subtotal</b>	<b>\$91,062.50</b>	<b>\$91,062.50</b>	
5580-581	Uniforms							
	Contractual	Parks	4	4	\$450.00	\$1,800.00	\$1,800.00	
					<b>Account Subtotal</b>	<b>\$1,800.00</b>	<b>\$1,800.00</b>	
5580-583	Protective Shoes							
	Contractual	Parks	4	4	\$150.00	\$600.00	\$600.00	
					<b>Account Subtotal</b>	<b>\$600.00</b>	<b>\$600.00</b>	

**DEPT 630: PARKS & RECREATION  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5190-192	Car Allowance	\$0.00	\$0.00	\$0.00	\$4,500.00	\$4,500.00	\$4,500.00	
5710-710	Travel Expenses	\$75.00	\$55.00	\$4,500.00	\$0.00	\$145.00	\$145.00	
5730-730	Dues & Memberships	\$4,500.00	\$3,000.00	\$0.00	\$150.00	\$225.00	\$225.00	
		<b>\$4,575.00</b>	<b>\$3,055.00</b>	<b>\$4,500.00</b>	<b>\$4,650.00</b>	<b>\$4,870.00</b>	<b>\$4,870.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5190-192	Car Allowance							
	Car Allowance	Mgmt	12	12	\$375.00	\$4,500.00	\$4,500.00	
					<b>Account Subtotal</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>	
5710-710	Travel Expenses							
	Local Travel, Asst (5m/day)	Recreation	260	260	\$0.56	\$144.30	\$144.30	
					<b>Account Subtotal</b>	<b>\$144.30</b>	<b>\$144.30</b>	
5730-730	Dues & Memberships							
	National Parks & Rec. Assn.	Mgmt	1	1	\$150.00	\$150.00	\$150.00	
	Mass. Rec. & Parks Assn.	Mgmt	1	1	\$75.00	\$75.00	\$75.00	
					<b>Account Subtotal</b>	<b>\$225.00</b>	<b>\$225.00</b>	

# DEPT 690: ENDICOTT ESTATE BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: Erin Perron  
 Phone Number: 781-326-0012  
 Budget Submitted By: Erin Perron  
 Position: Endicott Estate Director

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Personnel Services	\$157,202.37	\$161,096.64	\$168,048.05	\$127,300.00	\$96,305.24	\$96,307.00	
Overtime & Substitutes	\$4,986.38	\$5,145.36	\$5,000.00	\$5,000.00	\$0.00	\$0.00	
Purchase of Services	\$45,988.76	\$38,114.77	\$26,814.49	\$6,900.00	\$11,380.00	\$11,380.00	
Supplies	\$18,045.71	\$13,342.95	\$11,438.32	\$850.00	\$3,465.00	\$3,465.00	
Other Charges & Expenses	\$352.00	\$377.00	\$377.00	\$500.00	\$1,694.00	\$1,694.00	
	<b>\$226,575.22</b>	<b>\$218,076.72</b>	<b>\$211,677.86</b>	<b>\$140,550.00</b>	<b>\$112,844.24</b>	<b>\$112,846.00</b>	

# DEPT 690: ENDICOTT ESTATE SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
1	Grounds	Equipment & fuel for snow removal and grounds equipment	\$1,530	\$1,530
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
2	Management	Estate Manager	\$74,148	\$74,149
3	Management	Event & Administrative Support	\$22,157	\$22,157
4	Marketing	Bridal Advertisement	\$2,454	\$2,454
5	Management	Copy machine service	\$248	\$248
6	Marketing	Website maintenance	\$900	\$900
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
7	Marketing	Online marketing	\$1,200	\$1,200
8	Marketing	Marketing materials	\$2,356	\$2,356
9	Caretaking	Repair interior furnishings	\$950	\$950
10	Caretaking	Clean rugs and exterior windows	\$1,040	\$1,040
11	Caretaking	Floor Preservation	\$1,600	\$1,600
12	Caretaking	Décor Maintenance & Updates	\$1,350	\$1,350
13	Grounds	Grounds Beautification (Flowers, mulch)	\$1,216	\$1,216
14	Management	Professional Associations	\$1,694	\$1,694
15	Marketing	Intern Program	\$0	\$0
	<b>TOTAL</b>		<b>\$112,844</b>	<b>\$112,845</b>

**DEPT 690: ENDICOTT ESTATE  
PERSONNEL SERVICES**

ACCT	TITLE	SERVICE	NAME	CODE	STEP DATE	FY 2013 BUDGET							FY 2014 REQUESTED							FY14 RECOM- MEND
						FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	FTE	STEP	BI-WK RATE	PAY PERS	BASE WAGES	LONG- EVITY	WAGES TOTAL	
<b>MANAGEMENT</b>																				
5110-690	Endicott Estate Director	Management	Perron	M-4	7/1	0	N/A	0.00	26.1	0.00	0.00	0.00	1	6	2,840.92	26.1	74,148.01	0.00	74,148.01	74,149.00
5110-690	Estate Manager	Management	McLaughlin	M-2	N/A	1	7	2,351.56	26.1	61,375.72	390.00	61,765.72	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00
Management Salaries						1				61,375.72	390.00	61,765.72	1				74,148.01	0.00	74,148.01	74,149.00
<b>FACILITIES STAFF</b>																				
5110-691	Security Guard	Security	Desmond	FS-2	N/A	1	7	1,753.50	26.1	45,766.35	230.00	45,996.35	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00
5110-691	Security Guard	Security	White	FS-2	N/A	0.27	7	468.18	26.1	12,219.62	0.00	12,219.62	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00
Facilities Staff Salaries						1.27				57,985.97	230.00	58,215.97	0				0.00	0.00	0.00	0.00
<b>OTHER PERSONNEL</b>																				
5120-690	Temporary Personnel			N/A	N/A	0	N/A	276.54	26.1	7,190.00	0.00	7,190.00	0	N/A	0.00	26.1	0.00	0.00	0.00	0.00
5120-690	Event Support	Event Support	Per Diem	N/A	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0.43	N/A	748.16	26.1	19,526.98	0.00	19,526.98	19,526.98
5120-690	Substitute	Admin	Per Diem	N/A	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0	N/A	1,753.50	1.5	2,630.25	0.00	2,630.25	2,630.25
5120-690	Fall Intern	Marketing	Intern	N/A	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0	N/A	0.00	7.0	0.00	0.00	0.00	0.00
5120-690	Spring Intern	Marketing	Intern	N/A	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0	N/A	0.00	7.0	0.00	0.00	0.00	0.00
5120-690	Summer Intern	Marketing	Intern	N/A	N/A	0	N/A	0.00	26.1	0.00	0.00	0.00	0	N/A	0.00	7.0	0.00	0.00	0.00	0.00
Other Personnel Salaries						0				7,190.00	0.00	7,190.00	0.43				22,157.23	0.00	22,157.23	22,158.00
ROUND TO BUDGET												128.32								0.00
<b>PERSONNEL SERVICES</b>						<b>2.27</b>				<b>126,551.68</b>	<b>620.00</b>	<b>127,300.00</b>	<b>1.43</b>				<b>96,305.24</b>	<b>0.00</b>	<b>96,305.24</b>	<b>96,307.00</b>

**NOTES:**

Per-diem Administrative support moved from Substitutes.

**DEPT 690: ENDICOTT ESTATE  
OVERTIME & SUBSTITUTES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5120-691	Substitutes	\$4,986.38	\$5,145.36	\$4,400.00	\$1,000.00	\$0.00	\$0.00	Moved to Per-Diem Admin
5130-690	Overtime, General			\$600.00	\$4,000.00	\$0.00	\$0.00	
		<b>\$4,986.38</b>	<b>\$5,145.36</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**DEPT 690: ENDICOTT ESTATE  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5230-230	Utilities, Water	\$2,252.83	\$2,357.24	\$2,454.01	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5240-240	Repairs & Maintenance, Vehicle	\$204.00	\$219.61	\$0.00	\$300.00	\$0.00	\$0.00	Moved to Central Facilities
5240-245	Repairs & Maintenance, Equipment	\$6.19	\$205.80	\$0.00	\$200.00	\$880.00	\$880.00	
5240-259	Repairs & Maintenance, Miscellaneous	\$34,940.44	\$28,279.41	\$19,820.41	\$0.00	\$3,590.00	\$3,590.00	
	Repairs & Maintenance, Endicott Cottage	\$2,414.99	\$927.05	\$829.70	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5270-270	Rent / Lease Equipment	\$1,143.04	\$1,420.42	\$966.38	\$1,100.00	\$0.00	\$0.00	Purchased copy machine
5300-310	Advertising	\$6,874.40	\$6,745.48	\$4,716.00	\$5,000.00	\$6,054.00	\$6,054.00	
5340-340	Printing	\$405.70	\$317.00	\$482.00	\$300.00	\$856.00	\$856.00	
		<b>\$45,988.76</b>	<b>\$38,114.77</b>	<b>\$26,814.49</b>	<b>\$6,900.00</b>	<b>\$11,380.00</b>	<b>\$11,380.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
5240-245	Repairs & Maintenance, Equipment							
Copy machine service	Management	4	4	\$30.00	\$120.00	\$120.00		
Replace mower blades	Grounds	9	9	\$40.00	\$360.00	\$360.00		
Miscellaneous (i.e., mowers, blowers)	Grounds	4	4	\$100.00	\$400.00	\$400.00		
	<b>Account Subtotal</b>				<b>\$880.00</b>	<b>\$880.00</b>		
5240-259	Repairs & Maintenance, Miscellaneous							
Clean Foyer rug (ea/18 months)	Caretaking	1	1	\$400.00	\$400.00	\$400.00		
Clean Oriental rug (semiannual)	Caretaking	0	0	\$500.00	\$0.00	\$0.00		
Clean upper level exterior windows	Caretaking	32	32	\$20.00	\$640.00	\$640.00		
Repair original downstairs sconces	Caretaking	10	10	\$10.00	\$100.00	\$100.00		
Repair and rebead chandelier (original)	Caretaking	1	1	\$400.00	\$400.00	\$400.00		
Repair broken lead glass window	Caretaking	1	1	\$250.00	\$250.00	\$250.00		
Repair dining room light fixtures (original)	Caretaking	2	2	\$100.00	\$200.00	\$200.00		
Ballroom floor, buff and seal	Caretaking	1	1	\$800.00	\$800.00	\$800.00		
Music room floor, buff and seal	Caretaking	1	1	\$800.00	\$800.00	\$800.00		
	<b>Account Subtotal</b>				<b>\$3,590.00</b>	<b>\$3,590.00</b>		
5300-310	Advertising							
Website maintenance	Marketing	12	12	\$75.00	\$900.00	\$900.00	Get-Fused	
Wedding & Bridal (The Knot)	Marketing	1	1	\$2,454.00	\$2,454.00	\$2,454.00	Online	
Wedding & Bridal	Marketing	2	2	\$300.00	\$600.00	\$600.00	Online	
Corporate advertisement	Marketing	2	2	\$300.00	\$600.00	\$600.00	Online	
Miscellaneous marketing materials	Marketing	0	0	\$50.00	\$0.00	\$0.00		
Bridal informational brochure	Marketing	1,000	1,000	\$0.00	\$0.00	\$0.00		
Presentation folders	Marketing	1,000	1,000	\$1.50	\$1,500.00	\$1,500.00		
	<b>Account Subtotal</b>				<b>\$6,054.00</b>	<b>\$6,054.00</b>		
5340-340	Printing							
Printed Promo-cards	Marketing	800	800	\$1.00	\$800.00	\$800.00		
Envelopes	Marketing	800	800	\$0.07	\$56.00	\$56.00		
	<b>Account Subtotal</b>				<b>\$856.00</b>	<b>\$856.00</b>		

**DEPT 690: ENDICOTT ESTATE  
SUPPLIES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5420-420	Office Supplies, General	\$502.65	\$558.81	\$738.83	\$0.00	\$0.00	\$0.00	Moved to Central Purchasing
5450-450	Building & Custodial Supplies	\$14,386.01	\$10,447.50	\$8,196.03	\$0.00	\$0.00	\$0.00	Moved to Central Facilities
5460-460	Groundskeeping Supplies	\$1,955.14	\$1,470.02	\$1,656.45	\$0.00	\$1,216.00	\$1,216.00	
5480-480	Vehicle Fuels & Oil	\$990.40	\$824.66	\$847.01	\$750.00	\$899.00	\$899.00	
5480-485	Vehicle Parts & Supplies	\$211.51	\$41.96	\$0.00	\$100.00	\$0.00	\$0.00	Moved to Central Facilities
5580-590	Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$1,350.00	\$1,350.00	
		<b>\$18,045.71</b>	<b>\$13,342.95</b>	<b>\$11,438.32</b>	<b>\$850.00</b>	<b>\$3,465.00</b>	<b>\$3,465.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Item							
5460-460	Groundskeeping Supplies							
	Shrubbery (Hydrangeas, Porch)	Grounds	4	4	\$39.00	\$156.00	\$156.00	
	Flowers (Sign)	Grounds	40	40	\$5.00	\$200.00	\$200.00	New sign
	Flowers (Flagpole)	Grounds	60	60	\$5.00	\$300.00	\$300.00	Flagpole
	Flowers for 2 Planters, Seasonal	Grounds	8	8	\$30.00	\$240.00	\$240.00	
	Flowers, Hanging Baskets	Grounds	4	4	\$30.00	\$120.00	\$120.00	
	Mulch delivery	Grounds	1	1	\$200.00	\$200.00	\$200.00	Flagpole; Sign
					<b>Account Subtotal</b>	<b>\$1,216.00</b>	<b>\$1,216.00</b>	
5480-480	Vehicle Fuels & Oil							
	Fuel, Unleaded - Pickup (Operations)	Grounds	40	40	\$3.21	\$128.40	\$128.40	Two fills / year
	Fuel, Unleaded - Pickup (Snow)	Grounds	80	80	\$3.21	\$256.80	\$256.80	Fill tank per storm, est. 4
	Fuel, Unleaded - Equipment	Grounds	160	160	\$3.21	\$513.60	\$513.60	
					<b>Account Subtotal</b>	<b>\$898.80</b>	<b>\$898.80</b>	
5580-590	Furnishings							
	Tableclothes	Caretaking	10	10	\$20.00	\$200.00	\$200.00	
	Floral arrangement (Mantel)	Caretaking	1	1	\$150.00	\$150.00	\$150.00	
	Holiday decoration	Caretaking	2	2	\$100.00	\$200.00	\$200.00	
	Wall decoration, conference	Caretaking	6	6	\$50.00	\$300.00	\$300.00	
	Wall decoration, offices	Caretaking	0	0	\$50.00	\$0.00	\$0.00	
	Wall decoration, bridal suite	Caretaking	2	2	\$250.00	\$500.00	\$500.00	
					<b>Account Subtotal</b>	<b>\$1,350.00</b>	<b>\$1,350.00</b>	

**DEPT 690: ENDICOTT ESTATE  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5300-330	Meeting & Conference Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00	\$700.00	
5730-730	Dues & Memberships	\$352.00	\$377.00	\$377.00	\$500.00	\$994.00	\$994.00	
		<b>\$352.00</b>	<b>\$377.00</b>	<b>\$377.00</b>	<b>\$500.00</b>	<b>\$1,694.00</b>	<b>\$1,694.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5300-330	Meeting & Conference Fees							
	Intl Society of Event Specialists	Mgmt	10	10	\$40.00	\$400.00	\$400.00	
	Neponset Valley Chamber	Mgmt	12	12	\$25.00	\$300.00	\$300.00	
					<b>Account Subtotal</b>	<b>\$700.00</b>	<b>\$700.00</b>	
5730-730	Dues & Memberships							
	Boston Wedding Group	Mgmt	1	1	\$595.00	\$595.00	\$595.00	
	Intl Society of Event Specialists	Mgmt	1	1	\$399.00	\$399.00	\$399.00	
	Neponset Valley Chamber	Mgmt	1	1	\$0.00	\$0.00	\$0.00	
					<b>Account Subtotal</b>	<b>\$994.00</b>	<b>\$994.00</b>	

# DEPT 693: CIVIC PRIDE BUDGET SUMMARY

Department Reports To: Town Administrator  
 Department Contact: William Keegan  
 Phone Number: 781-751-9100  
 Budget Submitted By: William Keegan  
 Position: Town Administrator

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Other Charges & Expenses	\$6,000.00	\$5,100.00	\$4,725.00	\$4,725.00	\$5,000.00	\$10,000.00	
	<b>\$6,000.00</b>	<b>\$5,100.00</b>	<b>\$4,725.00</b>	<b>\$4,725.00</b>	<b>\$5,000.00</b>	<b>\$10,000.00</b>	

# DEPT 693: CIVIC PRIDE SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Civic Pride	Friends of Dedham Civic Pride	\$5,000	\$5,000
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Civic Pride	Increase Funding to Friends of	\$0	\$5,000
	<b>TOTAL</b>		<b>\$5,000</b>	<b>\$10,000</b>

**DEPT 693: CIVIC PRIDE  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5690-693	Civic Pride	\$6,000.00	\$5,100.00	\$4,725.00	\$4,725.00	\$5,000.00	\$10,000.00	
		<b>\$6,000.00</b>	<b>\$5,100.00</b>	<b>\$4,725.00</b>	<b>\$4,725.00</b>	<b>\$5,000.00</b>	<b>\$10,000.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA		
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES	
5690-693	Civic Pride								
	Friends Of	Civic Pride	5,000	5,000	\$1.00	\$5,000.00	\$5,000.00		
	Friends Of	Increase	0	5,000	\$1.00	\$0.00	\$5,000.00		
	<b>Account Subtotal</b>						<b>\$5,000.00</b>	<b>\$10,000.00</b>	

# DEPT 694: CULTURAL COUNCIL BUDGET SUMMARY

Department Reports To: **Town Administrator**  
 Department Contact: **Virginia Brobst**  
 Phone Number:  
 Budget Submitted By:  
 Position:

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Community Grants Revolving Fund	\$8,000.00	\$63,600.00	\$6,300.00	\$6,300.00	\$6,300.00	\$6,300.00	
	<b>\$8,000.00</b>	<b>\$63,600.00</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	

# DEPT 694: CULTURAL COUNCIL SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	Cultural Projects	Contribution to Council	\$6,300	\$6,300
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	<b>TOTAL</b>		<b>\$6,300</b>	<b>\$6,300</b>

**DEPT 694: CULTURAL COUNCIL  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5690-694	Cultural Council	\$8,000.00	\$63,600.00	\$6,300.00	\$6,300.00	\$6,300.00	\$6,300.00	
		<b>\$8,000.00</b>	<b>\$63,600.00</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	

ACCOUNT DETAIL			Qty.	Qty.		FY14	FY14 TA	
	Item	Service	Request	Recom.	Cost	REQUEST	RECOMMEND	NOTES
5690-694	Cultural Council							
	Annual Contribution	Cultural	6,300	6,300	\$1.00	\$6,300.00	\$6,300.00	
					<b>Account Subtotal</b>	<b>\$6,300.00</b>	<b>\$6,300.00</b>	

**DEPT 710: DEBT SERVICE  
BUDGET SUMMARY**

Department Reports To: Director of Finance  
 Department Contact: Donna Bowse  
 Phone Number: 781-751-9170  
 Budget Submitted By: Donna Bowse  
 Position: Acting Treasurer

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Principal & Interest On Debt	\$7,079,948.18	\$7,514,744.65	\$8,698,762.66	\$9,058,000.00	\$9,125,570.00	\$9,125,570.00	
	<b>\$7,079,948.18</b>	<b>\$7,514,744.65</b>	<b>\$8,698,762.66</b>	<b>\$9,058,000.00</b>	<b>\$9,125,570.00</b>	<b>\$9,125,570.00</b>	

# DEPT 710: DEBT SERVICE SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
1	Debt Service	Required Outstanding	\$7,823,010	\$7,823,010
2	Debt Service	Authorized for Ongoing Projects	\$822,560	\$822,560
3	Debt Service	Addl Interest on Long-term debt	\$180,000	\$180,000
3	Debt Service	Addl Interest on Short-term debt	\$300,000	\$300,000
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	<b>TOTAL</b>		<b>\$9,125,570</b>	<b>\$9,125,570</b>

**DEPT 710: DEBT SERVICE  
OTHER CHARGES & EXPENSES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5910-710	Principal On Debt	\$5,536,492.14	\$5,850,980.03	\$6,743,611.20	\$7,010,000.00	\$6,966,721.00	\$6,966,721.00	
5915-751	Interest On Long-Term Debt	\$1,460,240.73	\$1,642,487.75	\$1,936,110.57	\$1,938,000.00	\$1,858,849.00	\$1,858,849.00	
5915-752	Interest On Short-Term Debt	\$83,215.31	\$21,276.87	\$19,040.89	\$110,000.00	\$300,000.00	\$300,000.00	
		<b>\$7,079,948.18</b>	<b>\$7,514,744.65</b>	<b>\$8,698,762.66</b>	<b>\$9,058,000.00</b>	<b>\$9,125,570.00</b>	<b>\$9,125,570.00</b>	

ACCOUNT DETAIL		Service	Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
	Item							
5910-710	Principal On Debt							
	Excluded	Debt	1	1	\$2,630,709.04	\$2,630,709.04	\$2,630,709.04	
	Excluded	Debt	1	1	\$45,500.00	\$45,500.00	\$45,500.00	
	Non Excluded	Debt	1	1	\$3,467,951.28	\$3,467,951.28	\$3,467,951.28	
	Non Excluded	Debt	1	1	\$400,000.00	\$400,000.00	\$400,000.00	
	Non Excluded	Debt	1	1	\$400,000.00	\$400,000.00	\$400,000.00	
	Non Excluded	Debt	1	1	\$22,560.00	\$22,560.00	\$22,560.00	
	<b>Account Subtotal</b>					<b>\$6,966,720.32</b>	<b>\$6,966,720.32</b>	
5915-751	Interest On Long-Term Debt							
	Excluded	Debt	1	1	\$1,023,324.74	\$1,023,324.74	\$1,023,324.74	
	Non Excluded	Debt	1	1	\$655,524.19	\$655,524.19	\$655,524.19	
	Non Excluded	Debt	1	1	\$140,000.00	\$140,000.00	\$140,000.00	
	Non Excluded	Debt	1	1	\$40,000.00	\$40,000.00	\$40,000.00	
	<b>Account Subtotal</b>					<b>\$1,858,848.93</b>	<b>\$1,858,848.93</b>	
5915-752	Interest On Short-Term Debt							
	Interest on Abatements	Debt	1	1	\$300,000.00	\$300,000.00	\$300,000.00	
	<b>Account Subtotal</b>					<b>\$300,000.00</b>	<b>\$300,000.00</b>	

**DEPT 910: EMPLOYEE BENEFITS  
BUDGET SUMMARY**

Department Reports To: Town Administrator  
 Department Contact: Mariellen Murphy  
 Phone Number: 781-751-9150  
 Budget Submitted By: Mariellen Murphy  
 Position: Director of Finance

DESCRIPTION	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Pensions - Contributory	\$3,313,779.00	\$3,334,415.00	\$3,351,191.00	\$3,460,000.00	\$3,951,350.00	\$3,951,350.00	
Pensions - Non-Contributory (DPW)	\$11,873.00	\$12,131.00	\$12,772.92	\$13,000.00	\$15,000.00	\$15,000.00	
Pensions - Non-Contributory (School)	\$18,838.00	\$19,033.00	\$11,910.86	\$0.00	\$0.00	\$0.00	
Unemployment Payments	\$22,142.00	\$47,417.00	\$42,332.94	\$75,000.00	\$75,000.00	\$75,000.00	
Insurance & Hospitalization	\$8,451,960.00	\$9,103,109.00	\$9,760,044.81	\$9,508,055.00	\$9,916,380.00	\$9,916,380.00	
Medicare Tax	\$556,307.00	\$600,000.00	\$577,099.28	\$624,000.00	\$650,000.00	\$650,000.00	
Healthcare Mitigation	\$0.00	\$0.00	\$0.00	\$484,445.00	\$0.00	\$0.00	
Reserve For Salary Increase	\$0.00	\$0.00	\$0.00	\$194,945.00	\$497,801.00	\$497,801.00	
	<b>\$12,374,899.00</b>	<b>\$13,116,105.00</b>	<b>\$13,755,351.81</b>	<b>\$14,359,445.00</b>	<b>\$15,105,531.00</b>	<b>\$15,105,531.00</b>	

# DEPT 910: EMPLOYEE BENEFITS SERVICE LEVEL BUDGET

## SUMMARY OF SERVICE COMPONENTS

Rank	Service	Service Component	FY14 REQUEST	FY14 TA RECOMMEND
<b>MANDATORY &amp; MINIMUM SERVICE STANDARD LEVELS</b>				
	Pensions	Pension Contributions	\$3,966,350	\$3,966,350
	Health Insurance	Employee Health Insurance	\$8,191,380	\$8,191,380
	Unemployment	Unemployment Payments	\$75,000	\$75,000
	Medicare Tax	Medicare Tax	\$650,000	\$650,000
<b>CONTINUATION OF CURRENT SERVICE LEVELS</b>				
	OPEB	OPEB Contribution	\$1,700,000	\$1,700,000
	Health Insurance	Flexible Spending Plan Administration	\$25,000	\$25,000
	Salary Increase	Reserve for FY13 Salary Increase	\$194,945	\$194,945
<b>FUNDING FOR ADDITIONAL SERVICES REQUESTED</b>				
	Salary Increase	Reserve for FY14 Salary Increases	\$302,856	\$302,856
	<b>TOTAL</b>		<b>\$15,105,531</b>	<b>\$15,105,531</b>

**DEPT 910: EMPLOYEE BENEFITS  
PURCHASE OF SERVICES**

ACCT NUMBER	ACCT NAME	FY10 ACTUAL	FY11 ACTUAL	FY12 ACTUAL	FY13 BUDGET	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
5170-911	Contributory Pension Fund	\$3,313,779.00	\$3,334,415.00	\$3,351,191.00	\$3,460,000.00	\$3,951,350.00	\$3,951,350.00	
5170-913	Unemployment	\$22,142.00	\$47,417.00	\$42,332.94	\$75,000.00	\$75,000.00	\$75,000.00	
5170-914	Health Insurance	\$7,701,960.00	\$8,553,109.00	\$9,090,044.81	\$8,958,055.00	\$8,216,380.00	\$8,216,380.00	
5170-916	Medicare Tax	\$556,307.00	\$600,000.00	\$577,099.28	\$624,000.00	\$650,000.00	\$650,000.00	
5170-917	OPEB	\$750,000.00	\$550,000.00	\$670,000.00	\$550,000.00	\$1,700,000.00	\$1,700,000.00	
5170-918	Healthcare Mitigation	\$0.00	\$0.00	\$0.00	\$484,445.00	\$0.00	\$0.00	
5170-919	Non-Contributory Pensions (DPW)	\$11,873.00	\$12,131.00	\$12,772.92	\$13,000.00	\$15,000.00	\$15,000.00	
	Non-Contributory Pensions (School)	\$18,838.00	\$19,033.00	\$11,910.86	\$0.00	\$0.00	\$0.00	
5170-920	Reserve for Salary Increase	\$0.00	\$0.00	\$0.00	\$194,945.00	\$497,801.00	\$497,801.00	
		<b>\$12,374,899.00</b>	<b>\$13,116,105.00</b>	<b>\$13,755,351.81</b>	<b>\$14,359,445.00</b>	<b>\$15,105,531.00</b>	<b>\$15,105,531.00</b>	

ACCOUNT DETAIL			Qty. Request	Qty. Recom.	Cost	FY14 REQUEST	FY14 TA RECOMMEND	NOTES
Item	Service							
5170-911	Contributory Pension Fund							
	Contributory Pension Fund	Pensions	\$3,951,350.00	\$3,951,350.00	\$1.00	\$3,951,350.00	\$3,951,350.00	
						<b>Account Subtotal</b>	<b>\$3,951,350.00</b>	<b>\$3,951,350.00</b>
5170-913	Unemployment							
		Unemployment	\$75,000.00	\$75,000.00	\$1.00	\$75,000.00	\$75,000.00	
						<b>Account Subtotal</b>	<b>\$75,000.00</b>	<b>\$75,000.00</b>
5170-914	Health Insurance							
	Health Insurance	Health Insurance	\$8,191,379.00	\$8,191,379.00	\$1.00	\$8,191,380.00	\$8,191,380.00	
	FSA Administration	Health Insurance	\$25,000.00	\$25,000.00	\$1.00	\$25,000.00	\$25,000.00	
						<b>Account Subtotal</b>	<b>\$8,216,380.00</b>	<b>\$8,216,380.00</b>
5170-916	Medicare Tax							
		Medicare	650,000	650,000	\$1.00	\$650,000.00	\$650,000.00	
						<b>Account Subtotal</b>	<b>\$650,000.00</b>	<b>\$650,000.00</b>
5170-917	OPEB							
	OPEB Contribution	OPEB	1,700,000	1,700,000	\$1.00	\$1,700,000.00	\$1,700,000.00	
						<b>Account Subtotal</b>	<b>\$1,700,000.00</b>	<b>\$1,700,000.00</b>
5170-919	Non-Contributory Pensions (DPW)							
	Public Works Employee Pension	Pensions	15,000	15,000	\$1.00	\$15,000.00	\$15,000.00	
						<b>Account Subtotal</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>
5170-920	Reserve for Salary Increase							
	FY2013: 1%	Salaries	1	1	\$194,945.00	\$194,945.00	\$194,945.00	
	FY2014: FY13 + (FY13*1.5%)	Salaries	1	1	\$197,869.18	\$197,869.18	\$197,869.18	
	Reserve for Reclassification Requests	Salaries	104,987	104,987	\$1.00	\$104,986.82	\$104,986.82	
						<b>Account Subtotal</b>	<b>\$497,801.00</b>	<b>\$497,801.00</b>