

NO.	DEPARTMENT 100s	NO.	DEPARTMENT 100s	NO.	DEPARTMENT 300s	NO.	DEPARTMENT 600s
114	Moderator	171-1	Natural Resources	300	School Dept.	610-1	Library
123-1	Selectmen/Manager	171-2	Natural Resources	313	UCCRVTS	610-2	Library
123-2	Selectmen/Manager	171-3	Natural Resources	NO.	DEPARTMENT 400s	610-3	Library
123-3	Selectmen/Manager	175-1	Planning & Develop.	410-1	DPW - Engineering	620-1	Sandwich Hollows
131	Finance Committee	175-2	Planning & Develop.	410-2	DPW - Engineering	620-2	Sandwich Hollows
132	Reserve Fund	175-3	Planning & Develop.	410-3	DPW - Engineering	620-3	Sandwich Hollows
135-1	Accounting	190-1	Facilities Management	420-1	DPW	620-R	Sandwich Hollows
135-2	Accounting	190-2	Facilities Management	420-2	DPW	620-4	SHGC Revenues
135-3	Accounting	190-3	Facilities Management	420-3	DPW	620-5	SHGC Enterprise
141-1	Assessing	195	Town Reports	421	Snow & Ice	630-1	Recreation
141-2	Assessing	196	Bind Records	424	Streetlights	630-2	Recreation
141-3	Assessing	197-1	Info. Technology	435-1	DPW - Sanitation	630-3	Recreation
145-1	Treasurer	197-2	Info. Technology	435-2	DPW - Sanitation	631	Sandy Neck Beach
145-2	Treasurer	197-3	Info. Technology	435-3	DPW - Sanitation	632-1	Marina
145-3	Treasurer	NO.	DEPARTMENT 200s	435-R	DPW - Sanitation	632-2	Marina
146-1	Tax Collector	210-1	Police Department	435-4	Sanitation - Enterprise	632-3	Marina
146-2	Tax Collector	210-2	Police Department	NO.	DEPARTMENT 500s	632-R	Marina
146-3	Tax Collector	210-2.5	Police Department	510-1	Health Department	632-4	Marina - Enterprise
147	Tax Title	210-3	Police Department	510-2	Health Department	650-1	DPW - Parks
151	Legal	220-1	Fire Department	510-3	Health Department	650-2	DPW - Parks
152-1	Human Resources	220-2	Fire Department	522-1	Nursing Department	650-3	DPW - Parks
152-2	Human Resources	220-3	Fire Department	522-2	Nursing Department	671	Hoxie / Grist Mill
152-3	Human Resources	241-1	Inspections	522-3	Nursing Department	693	Memorial Day
161-1	Town Clerk	241-2	Inspections	540	Social Services	694	Historic District
161-2	Town Clerk	241-3	Inspections	541-1	Senior & Comm. Services	NO.	DEPARTMENT 800s
161-3	Town Clerk	244	Sealer of W & M	541-2	Senior & Comm. Services	830	Bourne Shellfish
162	Elections & Regis.	291	Emergency Manag.	541-3	Senior & Comm. Services	NO.	DEPARTMENT 900s
		294	Forest Warden	543	Veterans	940	Town Insurance
		299	Greenhead Fly				

FY'20 GENERAL FUND OPERATING BUDGET TOTALS

NO.	DEPARTMENT	FY19 APPROP	FY20 SALARY	FY20 OPER	FY20 TOTAL	% CHANGE
114	Moderator	450	450	0	450	0.00%
123	Select./Manager	512,583	459,425	68,850	528,275	3.06%
	Personnel Expen.	247,271	500,000	0	500,000	102.21%
131	Finance Comm.	3,400	2,000	1,400	3,400	0.00%
135	Accounting	216,347	200,286	22,250	222,536	2.86%
141	Assessing	377,372	365,066	28,125	393,191	4.19%
145	Treasurer	231,977	240,252	-7,950	232,302	0.14%
146	Tax Collector	210,855	153,254	58,900	212,154	0.62%
147	Tax Title	35,000	0	35,000	35,000	0.00%
151	Legal	300,000	0	300,000	300,000	0.00%
152	Human Resour.	186,761	171,354	8,000	179,354	-3.97%
161	Town Clerk	188,406	186,656	5,500	192,156	1.99%
162	Elect. & Regist.	60,750	16,000	33,750	49,750	-18.11%
171	Natural Resour.	287,093	275,847	28,100	303,947	5.87%
175	Plan. & Devel.	225,857	201,588	28,625	230,213	1.93%
190	Facilities Mgmt.	613,232	375,052	267,500	642,552	4.78%
195	Town Reports	11,000	0	11,000	11,000	0.00%
196	Bind Records	7,000	0	7,000	7,000	0.00%
197	Info. Technology	656,517	251,373	412,500	663,873	1.12%
Total 100s		4,371,871	3,398,603	1,308,550	4,707,153	7.67%
210	Police Dept.	4,567,104	4,186,296	345,335	4,531,631	-0.78%
220	Fire Dept.	3,701,971	3,171,682	550,800	3,722,482	0.55%
241	Inspections	293,402	284,265	16,105	300,370	2.37%
244	Sealer of W & M	200	0	200	200	0.00%
291	Emerg. Mgmt.	17,500	7,500	10,000	17,500	0.00%
294	Forest Warden	1,500	0	1,500	1,500	0.00%
297	Bourne Shellfish	4,000	0	4,000	4,000	0.00%
299	Greenhead Fly	2,000	0	2,500	2,500	25.00%
Total 200s		8,587,677	7,649,744	930,440	8,580,183	-0.09%
300	School Dept.	33,273,259	34,182,048	0	34,182,048	2.73%
313	UCCRVTS	2,288,389	2,460,018	0	2,460,018	7.50%
Total 300s		35,561,648	36,642,066	0	36,642,066	3.04%

(**Note:** School Dep't. amount **includes** Ch. 70 aid.)

NO. DEPARTMENT FY19 APPROP FY20 SALARY FY20 OPER FY20 TOTAL % CHANGE

410	DPW - Engineer.	207,514	217,286	9,800	227,086	9.43%
420	DPW	1,750,218	1,118,066	713,025	1,831,091	4.62%
421	Snow & Ice	400,000	100,000	300,000	400,000	0.00%
424	Streetlights	25,000	0	25,000	25,000	0.00%
435	DPW - Sanitation	0	435,235	-435,235	0	#DIV/0!
Total 400s		2,382,732	1,870,587	612,590	2,483,177	4.22%

510	Health Dept.	208,531	204,516	10,125	214,641	2.93%
522	Nursing Dept.	151,925	119,629	45,700	165,329	8.82%
540	Social Services	35,000	0	35,000	35,000	0.00%
541	Senior Services	241,427	218,300	13,500	231,800	-3.99%
543	Veterans	73,320	0	88,320	88,320	20.46%
Total 500s		710,203	542,445	192,645	735,090	3.50%

610	Library	997,589	808,208	183,437	991,645	-0.60%
630	Recreation	190,533	180,709	48,975	229,684	20.55%
650	DPW - Parks	25,850	0	25,850	25,850	0.00%
671	Hoxie / Grist Mill	25,500	53,500	0	53,500	109.80%
693	Memorial Day	1,200	0	1,200	1,200	0.00%
694	Historic District	14,750	2,000	12,750	14,750	0.00%
Total 600s		1,255,422	1,044,417	272,212	1,316,629	4.88%

GEN. GOVT. TOTAL 17,307,905 14,505,796 3,316,437 17,822,232 **2.97%**
 (no School)

FY'20 @ 2.50% = 17,740,603
 Current Difference vs. 2.50% = **81,629**

FY'20 @ 3.00% = 17,827,142
 Current Difference vs. 3.00% = **-4,910**

GRAND TOTAL 52,869,553 51,147,862 3,316,437 54,464,298 3.02%
 (incl. School)

FY'20 RECOMMENDED GENERAL GOVERNMENT BUDGET**Summary of Significant Budget Changes at 2.50% (+/- \$10,000)***(Contracted & Estimated Wage Increases Included in Appropriate Operating Budgets)*

<u>Acct.</u>	<u>Budget - Description</u>	<u>Change</u>
123	Selectmen/Town Manager - Personnel Expenses/Wage Adjustment <i>(All 7 General Government Union Contracts Expire after FY'19)</i>	252,729
162	Elections & Registrations - Down Year in Normal Two-Year Cycle	-11,000
210	Police - Cost Increases in Relevant Operating Budget Line Items	16,500
220	Fire - Add'l. Amb. Fund Transfer to Cover SAFER Grant Expiration <i>(\$750,000 Completely Covered w/o Override or NRG Unit #3 \$!)</i>	-300,000
	· Cost Increases in Relevant Operating Budget Line Items	12,000
410	Engineering - Addressing MS4 & NPDES Requirements	10,000
420	DPW - Significant Staffing Shortfalls & Service Needs	
	· One Additional Laborer	48,776
	· Additional OT for Service Request Responses	16,000
522	Nursing - Vaccination Cost Increases <i>(Partially Offset by Medicare Reimbursements)</i>	10,000
543	Veterans - Insufficient Funds for Required Costs <i>(75% of Actual Costs Offset by State Revenue the Next FY)</i>	15,000
620	Golf Department - Operating Budget Reductions to Match Revenue	-33,500
630	Recreation - Addressing Increase in Minimum Wage <i>(Impact Lessened by Increase in Beach Parking Acct. Offset)</i>	66,500
	· Cost Increases in Relevant Operating Budget Line Items	-49,500
	· Cost Increases in Relevant Operating Budget Line Items	16,400
632	Marina - Cost Increases for Seasonal Labor & Minimum Wage	30,000
671	Hoxie House / Grist Mill - Addressing Increase in Minimum Wage	28,000

GENERAL GOVERNMENT OPERATING BUDGET NEEDS - Prioritized Summary

<u>Acct.</u>	<u>Budget - Description</u>	<u>Amount</u>
220	Fire - Fully Cover (8) Federal SAFER EMS / Fire Grant Positions	In FY'20 Budget
420	DPW - (1) Add'l Laborer	In FY'20 Budget
Multiple	Streamline Organization Structure & Various Positions (8/16 Memo)	260,000
420	DPW - (3) Add'l Laborers	150,000
420	DPW - Add'l Road & Infrastructure Maint. Funds Post-Road Bond	300,000
420	DPW - Staff & \$ for HTW School Fields (Now = School Budget)	100,000
171 & 630	DNR & Recreation - Reduce Dependency on Beach Parking Acct.	<u>250,000</u>
		1,060,000

OVERALL BUDGET ISSUES & CONCERNS

NRG Unit #3 PILOT Payments & New Growth Creation:

- NRG Unit #3 Payment-In-Lieu-Of-Tax payments are expected to kick in in FY'20. The recommended budget does not use these payments for recurring expenses and does not tap into any new growth created by the new power generation facility for operating costs. Use of these funds has been limited to capital needs - both small and large - and increasing reserves which are far smaller than almost all other communities our size. Most importantly, we have not used any of these funds or needed an override to retain the 8 EMS/Firefighters hired as part of the federal SAFER grant which allowed us to staff East Sandwich for the first time in our community's history.

Emergency Reserves:

- General Stabilization Fund Needs to be Increased - compared to similar communities our size, Sandwich does not have a high enough Stabilization Fund; positive bond rating implications by increasing balance; 5-year goal = \$2.5 million minimum; long-term goal = \$TBD; excellent source = Future Year 1 NRG PILOT Payment (**FY'20** = Adding \$ for 5th Consecutive Year)

Tuition Assessments:

- Tuition Assessments Largest Budget Impact over Last 15 Years - State Tuition Assessments have impacted Sandwich tremendously since FY'04; during the same period, local enrollments have dropped by more than 40% and Charter School reimbursement formulas & commitments from the State have been significantly underfunded and ignored; in FY'19 Tuition Assessments topped \$4.1 million & exceeded the Town's Discretionary Aid by \$1.8 million

Capital & Maintenance Needs:

- Annual Capital Needs Typically Exceed Available Funding...But Stronger Focus Last 5+ Years (**FY'20** = Funding more than \$1.5 million total and future years look better)
- School Funding for Capital & Maintenance (**FY'20** = 3rd year of annual \$125,000 added to annual capital funding; transfer HTW \$ from School to Town when appropriate)
- Large-Scale Projects Needing Exclusions or Alternative Means to Fund (ex. = wastewater; HTW School; Senior Community Center (CALs); Library; Beach; Etc. = **THIS IS BECOMING CRITICAL**); major in-roads in public safety, roads & infrastructure, wastewater
- Existing Municipal Buildings - no place to combine appropriate departments; nowhere to put new staff; lack of modern office features & building code issues (ex. = financial departments & central administration; Annex; etc.); **FY'20** = Santander acquisition?

Employee-Related Costs & Employee / Debt Requirements:

- Retaining 8 EMS/FF Positions from Federal SAFER Grant upon Expiration - **FY'20** = annual transfer of additional \$300,000 from Ambulance Fund retains staff without touching NRG Unit #3 payments or override
- Increased Cost of Town & School Employee & Liability Programs (ex. = **health insurance = #1 focus area**; so-called "Cadillac Tax" costs which may take effect...or go away...in the future; retirement assessment; OPEB, Etc.); **FY'20** = migration to MIIA; amending contribution rates virtually impossible without School action first

DEPARTMENT: 114 - Moderator
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

Moderator	G. Blank	450	450	450	450	450	450
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PERSONNEL SUBTOTAL 450 450 450 450 450 450

OPERATING EXPENSES:

Acct # Account Name

OPERATING SUBTOTAL 0 0 0 0 0 0

TOTAL DEPARTMENT BUDGET 450 450 450 450 450 450

DEPARTMENT: 123 - Selectmen/Town Manager
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	393,158	420,452	425,850	439,453	443,733	459,425
OPERATING SUBTOTAL (Form 3)	49,550	51,190	57,112	59,910	68,850	68,850
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	442,708	471,642	482,962	499,363	512,583	528,275
Personnel Expenses/Wage Adjust.	233,918	174,553	252,744	163,865	247,271	500,000
	(252,254 approp)	(244,875 approp)	(414,500 approp)	(259,426 approp)		
GRAND TOTAL DEPT BUDGET	676,626	646,195	735,706	663,228	759,854	1,028,275

Department Revenue from Prior Fiscal Year:

86,666 (Liquor & other licenses, etc.)
 4,501 (Miscellaneous)

DEPARTMENT: 123 - Selectmen/Town Manager
TOC

POSITION	NAME	FY19	FY19 SALARY	LONG	FY19 TOTAL	FY20	FY20 SALARY	LONG	FY20 TOTAL
		G/S				G/S			
Town Manager	G. Dunham	G 22	179,811	625	180,436	G 22	179,811	700	180,511
Asst. Town Manager	D. Lapp	G18	130,000	475	130,475	G18	130,000	500	130,500
Office Manager	K. Coggeshall	G 7	69,056	625	69,681	G 7	69,056	700	69,756
Administrative Asst.	D. Hanelt	G 5	55,786	625	56,411	G 5	55,786	700	56,486
Night Clerical			7,500		7,500		7,500		7,500
Chairman	Elected		3,000		3,000		3,000		3,000
Selectmen (4)	Elected		10,000		10,000		10,000		10,000
52.2 weeks/year			1,672		1,672		1,672		1,672

PERSONNEL SUBTOTAL

459,175

459,425

DEPARTMENT: 123 - Selectmen/Town Manager
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5344	Postage	1,543	714	965	554	2,000	2,000
5346	Advertising	469	1,001	607	920	850	850
5390	School Safety Group	20,000	16,834	20,000	19,217	20,000	20,000
5420	Office Supplies	5,440	6,090	6,404	5,894	5,000	5,000
5422	Copier Service	5,818	5,147	6,588	6,121	6,000	6,000
5700	Other Charges/Expenses	3,140	8,140	11,848	16,298	17,500	17,500
5715	Meeting Expense	13,140	13,264	10,700	10,906	17,500	17,500
OPERATING SUBTOTAL		49,550	51,190	57,112	59,910	68,850	68,850

DEPARTMENT: 131 - Finance Committee
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

Secretary	D. Hanelt	1,878	1,823	1,510	1,675	2,000	2,000
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PERSONNEL SUBTOTAL 1,878 1,823 1,510 1,675 2,000 2,000

OPERATING EXPENSES:

Acct # Account Name

5420	Office Supplies	195	305	563	332	525	525
5715	Meeting Expense	100	243	90	0	625	625
5730	Dues / Memberships	293	293	273	280	250	250

OPERATING SUBTOTAL 588 841 926 612 1,400 1,400

TOTAL DEPARTMENT BUDGET 2,466 2,664 2,436 2,287 3,400 3,400

DEPARTMENT: 135 - Accounting Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	194,635	205,028	187,168	188,212	194,097	200,286
OPERATING SUBTOTAL (Form 3)	38,606	41,619	38,972	41,825	44,750	44,750
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	233,241	246,647	226,140	230,037	238,847	245,036
Less Transfer from Marina	-7,500	-7,500	-7,500	-7,500	-7,500	-7,500
Less Transfer from Golf Dep't.	-7,500	-7,500	-7,500	-7,500	-7,500	-7,500
Less Transfer from Sanitation		-7,500	-7,500	-7,500	-7,500	-7,500
NET APPROPRIATION	218,241	231,647	211,140	215,037	223,847	230,036

Department Revenue from Prior Fiscal Year: 0

DEPARTMENT: 135 - Accounting Department
TOC

POSITION	NAME	FY19 G/S	FY19 SALARY	LONG	FY19 TOTAL	FY20 G/S	FY20 SALARY	LONG	FY20 TOTAL
Finance Director	M. Bernardo	G 17	108,743		108,743	G 17	108,743		108,743
Asst. Town Account.	C. Mazerolle	G5/3	47,320	450	47,770	G5/4	48,940	450	49,390
Administrative Asst.	K. Crocker	G3/4	40,010		40,010	G3/5	41,387		41,387
52.2 weeks/year			754		754		766		766

PERSONNEL SUBTOTAL

197,277

200,286

DEPARTMENT: 135 - Accounting Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5241	Repair & Maint. of Equip.	0	0	0	263	750	750
5314	Annual Audit	36,500	37,322	33,822	33,850	39,500	39,500
5420	Office Supplies	1,375	1,356	1,423	2,148	2,200	2,200
5715	Meeting Expense	731	2,941	3,727	5,564	2,300	2,300
OPERATING SUBTOTAL		38,606	41,619	38,972	41,825	44,750	44,750

DEPARTMENT: 141 - Assessing Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	339,854	367,071	345,079	348,724	352,447	365,066
OPERATING SUBTOTAL (Form 3)	23,376	23,681	21,821	21,064	24,925	28,125
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	363,230	390,752	366,900	369,788	377,372	393,191

Department Revenue from Prior Fiscal Year: 4,954

DEPARTMENT: 141 - Assessing Department
TOC

POSITION	NAME	FY19 G/S	FY19 SALARY	LONG	FY19 TOTAL	FY20 G/S	FY20 SALARY	LONG	FY20 TOTAL
Director of Assessing	E. Childs	G 16	122,268	625	122,893	G 16	122,268	700	122,968
Assistant Assessor	B. Styche	G 8	55,702		55,702	G 8	55,702		55,702
Field Technician	K. Brennan	G 6	48,942		48,942	G 6	48,942		48,942
Office Manager	J. Varney	G5/6	51,599	750	52,349	G5/7	53,126	750	53,876
Administrative Asst.	L. Watts	G3/2	37,303		37,303	G3/3	38,602		38,602
Administrative Asst.	J. Reekie	G3/2	37,303		37,303	G3/3	38,602		38,602
Assessor - Chairman	Elected		2,000		2,000		2,000		2,000
Assessor (2)	Elected		3,000		3,000		3,000		3,000
52.2 weeks/year			1,358		1,358		1,374		1,374

PERSONNEL SUBTOTAL

360,850

365,066

DEPARTMENT: 141 - Assessing Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5241	Repair & Maint. of Equip.	960	70	533	1,184	1,400	1,400
5248	Equipment	270	556	500	39	500	500
5251	Maintenance of Records	7,374	8,614	6,506	6,527	7,800	11,000
5321	Abstacts/Maps	168	1,061	111	211	800	800
5326	Tuition	504	990	1,085	1,236	2,400	2,400
5344	Postage	1,950	2,505	2,366	3,056	1,950	1,950
5346	Advertising	334	778	939	49	300	300
5420	Office Supplies	4,194	3,765	3,645	4,066	3,775	3,775
5711	Travel Reimbursement	4,818	3,817	4,127	2,666	3,000	3,000
5715	Meeting Expense	2,304	1,025	1,509	1,530	2,600	2,600
5730	Dues/Memberships	500	500	500	500	400	400
OPERATING SUBTOTAL		23,376	23,681	21,821	21,064	24,925	28,125

DEPARTMENT: 145 - Treasurer's Office
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	202,085	214,953	225,665	229,652	239,927	240,252
OPERATING SUBTOTAL (Form 3)	10,743	10,792	10,270	9,225	14,550	14,550
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	212,828	225,745	235,935	238,877	254,477	254,802
Less Transfer from Marina	-7,500	-7,500	-7,500	-7,500	-7,500	-7,500
Less Transfer from Golf Dep't.	-7,500	-7,500	-7,500	-7,500	-7,500	-7,500
Less Transfer from Sanitation	-7,500	-7,500	-7,500	-7,500	-7,500	-7,500
NET APPROPRIATION	190,328	203,245	213,435	216,377	231,977	232,302

Department Revenue from Prior Fiscal Year:

445 (Tax liens principal & interest)

DEPARTMENT: 145 - Treasurer's Office
TOC

POSITION	NAME	FY19			FY20			LONG	FY20 TOTAL
		G/S	FY19 SALARY	LONG	FY19 TOTAL	G/S	FY20 SALARY		
Town Treasurer	W. Jennings	G 16	101,210		101,210	G 16	101,210		101,210
Assistant Treasurer	R. Cherry	G5/9	59,568	550	60,118	G5/9	59,569	550	60,119
Administrative Asst.	M. Carroll	G4/1	38,609		38,609	G4/2	40,695		40,695
Administrative Asst.	J. Mendes	G3/1	38,609		38,609	G3/2	37,310		37,310
As-Needed Assistance			0		0		0		0
52.2 hours/week			915		915		918		918

PERSONNEL SUBTOTAL

239,461

240,252

DEPARTMENT: 145 - Treasurer's Office
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5241	Repair & Maint. of Equip.	0	452	423	307	350	0
5344	Postage	7,934	7,765	7,867	5,460	8,500	8,500
5381	Payroll Services	416	417	483	468	3,000	3,000
5420	Office Supplies	1,464	1,064	1,162	1,554	1,300	1,650
5711	Travel Reimbursement	929	1,094	335	1,436	1,400	1,400
OPERATING SUBTOTAL		10,743	10,792	10,270	9,225	14,550	14,550

DEPARTMENT: 146 - Town Collector's Office
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	145,086	143,088	140,497	145,716	151,955	153,254
OPERATING SUBTOTAL (Form 3)	47,841	55,842	50,666	56,413	58,900	58,900
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	192,927	198,930	191,163	202,129	210,855	212,154

Department Revenue from Prior Fiscal Year: 43,100 (Municipal Lien Certificates, etc.)

DEPARTMENT: 146 - Town Collector's Office
TOC

POSITION	NAME	FY19 G/S	FY19 SALARY	LONG	FY19 TOTAL	FY20 G/S	FY20 SALARY	LONG	FY20 TOTAL
Tax Collector	(Combined w/Treasurer)	G 16	0	0	0	G 16	0	0	0
Asst. Tax Collector	C. Peterson	G5/9	59,569	725	60,294	G5/9	59,569	725	60,294
Sr. Admin. Asst.	S. Styche	G4/9	51,239	550	51,789	G4/9	51,233	550	51,783
Administrative Asst.	M. Maloney	G3/2	37,303		37,303	G3/3	38,602		38,602
Seasonal Sticker Sales Assistance			2,000		2,000		2,000		2,000
52.2 weeks/year			570		570		575		575

PERSONNEL SUBTOTAL

151,956

153,254

DEPARTMENT: 146 - Town Collector's Office
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5340	Lockbox Service			365	168	6,000	4,000
5344	Postage	32,385	36,008	5,628	3,061	34,500	36,500
5350	Postage Meter	2,420	2,689	31,455	40,287	2,500	2,500
5420	Office Supplies	2,422	2,079	3,113	2,815	3,000	3,000
5424	Beach/Transfer Stickers	5,903	5,651	1,168	1,394	5,250	5,250
5461	Tax Forms/Supplies	4,335	9,170	6,209	6,188	6,400	6,400
5715	Meeting Expenses	376	245	2,728	2,500	1,250	1,250
OPERATING SUBTOTAL		47,841	55,842	50,666	56,413	58,900	58,900

DEPARTMENT: 147 - Tax Title Foreclosure
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL:						
<u>Position</u>						
<u>Name</u>						
PERSONNEL SUBTOTAL	0	0	0	0	0	0
OPERATING EXPENSES:						
<u>Acct #</u>						
<u>Account Name</u>						
5324	Tax Title Costs	21,861	20,707	15,474	17,198	35,000
OPERATING SUBTOTAL		21,861	20,707	15,474	17,198	35,000
TOTAL DEPARTMENT BUDGET		21,861	20,707	15,474	17,198	35,000

DEPARTMENT: 151 - Legal
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

PERSONNEL SUBTOTAL 0 0 0 0 0 0

OPERATING EXPENSES:

Acct # Account Name

5299	Labor Relations	58,850	77,682	67,427	61,192	60,000	0
5301	Legal Services	116,770	174,932	195,104	202,377	165,000	225,000
5339	Contracted Services	47,758	55,085	18,352	13,976	75,000	75,000

OPERATING SUBTOTAL 223,378 307,699 280,883 277,545 300,000 300,000

TOTAL DEPARTMENT BUDGET 223,378 307,699 280,883 277,545 300,000 300,000

DEPARTMENT: 152 - Human Resources Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	152,154	168,286	173,088	196,563	178,761	171,354
OPERATING SUBTOTAL (Form 3)	5,324	5,344	4,882	3,817	8,000	8,000
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	157,478	173,630	177,970	200,380	186,761	179,354

Department Revenue from Prior Fiscal Year: 0

DEPARTMENT: 152 - Human Resources Department

TOC

POSITION	NAME	FY19	FY19 SALARY	LONG	FY19 TOTAL	FY20	FY20 SALARY	LONG	FY20 TOTAL
		G/S				G/S			
HR Director	M. Buckner	G 16	105,506	625	106,131	G 16	105,506	700	106,206
Asst. HR Director	L. Kiley	G 8	62,004	500	62,504	G 8	62,004	500	62,504
Night Clerical/As Needed Hours (PB, CIPC)			2,000		2,000		2,000		2,000
52.2 hours/week			644		644		644		644

PERSONNEL SUBTOTAL

171,279

171,354

DEPARTMENT: 152 - Human Resources Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5327	Training	3,304	3,070	3,273	2,432	5,000	5,000
5346	Employment Advertising	535	154	0	237	500	500
5420	Office Supplies	987	1,647	1,184	719	2,000	2,000
5731	Meeting Expense	498	473	425	429	500	500
OPERATING SUBTOTAL		5,324	5,344	4,882	3,817	8,000	8,000

DEPARTMENT: 161 - Town Clerk's Office
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	155,176	164,926	171,513	178,539	182,906	186,656
OPERATING SUBTOTAL (Form 3)	2,915	2,876	4,861	5,212	5,500	5,500
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	158,091	167,802	176,374	183,751	188,406	192,156

Department Revenue from Prior Fiscal Year: 58,884 (Fees, licenses, etc.)

DEPARTMENT: 161 - Town Clerk's Office
TOC

POSITION	NAME	FY19	FY19 SALARY	LONG	FY19 TOTAL	FY20	FY20 SALARY	LONG	FY20 TOTAL
		G/S				G/S			
Town Clerk	T. White (Elected)	G 11	82,991	475	83,466	G 11	82,991	500	83,491
Asst. Town Clerk	S. Lundquist	G5/9	57,439	650	58,089	G5/9	57,439	650	58,089
Administrative Asst.	L. Freitas	G3/6	42,623	450	43,073	G3/7	43,917	450	44,367
52.2 weeks/year			704		704		709		709

PERSONNEL SUBTOTAL

185,332

186,656

DEPARTMENT: 161 - Town Clerk's Office
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5241	Repair & Maint. of Equip.	446	804	296	750	750	750
5420	Office Supplies	2,197	1,708	1,396	2,034	1,750	1,750
5422	Copier Service			2,476	2,143	2,500	2,500
5715	Meeting Expenses	272	364	693	285	500	500
OPERATING SUBTOTAL		2,915	2,876	4,861	5,212	5,500	5,500

DEPARTMENT: 162 - Elections & Registrations
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

5105	Registrars	1,275	1,575	1,250	1,000	1,500	1,500
5127	ATM Salaries	1,035	839	754	11,681	7,500	7,500
5128	STM Salaries	859	552	307	772	3,500	3,500
5387	State/Federal Primary	526	512	1,289	0	1,000	3,500
5388	State/Federal Election	375	0	1,722	0	5,000	0

PERSONNEL SUBTOTAL 4,070 3,478 5,322 13,453 18,500 16,000

OPERATING EXPENSES:

Acct # Account Name

5126	Census Enumerators	6,776	3,837	6,990	5,081	5,000	5,000
5247	Equip/Maintenance	1,923	1,893	1,575	1,813	2,000	2,000
5307	Lawbook Update	4,195	5,157	5,972	6,435	3,500	3,500
5344	Postage	6,500	5,000	3,500	4,576	5,000	5,000
5382	CPU Service/Street List	1,400	1,217	1,099	218	2,000	2,000
5387	State/Federal Primary	6,468	10,141	10,846	0	5,500	2,500
5388	State/Federal Election	12,655	0	14,662	0	5,500	0
5420	Office Supplies	1,477	1,458	2,145	961	750	750
5715	Meeting Expenses	421	155	445	470	500	500
5780	ATM Expenses	13,887	16,321	15,670	6,759	10,000	10,000
5782	STM Expenses	963	3,326	1,434	2,338	2,500	2,500

OPERATING SUBTOTAL 56,665 48,505 64,338 28,651 42,250 33,750

TOTAL DEPARTMENT BUDGET 60,735 51,983 69,660 42,104 60,750 49,750

DEPARTMENT: 171 - Natural Resources Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	246,916	286,418	290,576	311,250	318,993	335,847
OPERATING SUBTOTAL (Form 3)	67,501	50,251	47,745	37,192	28,100	28,100
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	314,417	336,669	338,321	348,442	347,093	363,947
*Less Beach Transfer	-61,650	-61,650	-52,500	-52,500	-52,500	-52,500
**Less Waterways Transfer	-17,500	-17,500	-7,500	-7,500	-7,500	-7,500
NET DEPARTMENT BUDGET	235,267	257,519	278,321	288,442	287,093	303,947

Department Revenue from Prior Fiscal Year: 36,641 (Permit, Application Fees, Animal Control)

DEPARTMENT: 171 - Natural Resources Department
TOC

POSITION	NAME	FY19			FY20				
		G/S	FY19 SALARY	LONG	FY19 TOTAL	G/S	FY20 SALARY	LONG	FY20 TOTAL
Director of Nat. Res.	D. DeConto	G 16	91,981	475	92,456	G 16	91,981	500	92,481
Nat. Resour. Officer	J. Wrigley	G 9	59,010		59,010	G 9	60,778		60,778
Animal Control Officer	J. Pimental	G 8	54,912	550	55,462	G 8	54,912	600	55,512
P-T Clerk (18.0 hr/wk)	S. Kennedy		13,909		13,909		13,909		13,909
Administrative Asst.	H. Hawkins	G3/7	43,911	450	44,361	G3/8	45,191	450	45,641
Night Clerical			2,500		2,500		2,500		2,500
Overtime/Special Coverage/Patrol			36,500		36,500		36,500		36,500
Workcamper Program			27,500		27,500		27,500		27,500
52.2 weeks/year			1,014		1,014		1,026		1,026

PERSONNEL SUBTOTAL

332,712

335,847

* = Workcamper Program transfer from Beach Account.

** = Waterways Fund transfer for Waterway Bylaw Enforcement Program.

DEPARTMENT: 171 - Natural Resources Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5244	Vehicle/Tools/Equipment	12,281	12,942	11,551	7,954	3,900	3,900
5309	Engin./Land Maint./Surveys	507	5,094	5,369	3,643	6,300	6,300
5366	Land Survey	0	0	30	0	0	0
5367	Shorebird Protection Program	11,145	11,000	11,000	9,740	2,000	2,000
5420	Office Supplies	3,288	3,002	2,487	3,382	2,050	2,050
5436	Shellfish Management	1,350	917	2,476	0	0	0
5450	Tools/Equipment	1,615	1,773	839	0	0	0
5491	Animal Control Expenses	3,686	2,444	2,267	1,598	4,100	4,100
5497	Beach Cleanings	3,098	0	14	0	0	0
5582	Uniforms	1,467	1,270	2,262	2,787	500	500
5731	Dues/Meeting Expenses	2,286	2,150	2,241	-1,091	1,250	1,250
5732	Workcamper Programs	12,594	3,833	1,869	0	0	0
5750	Ryder Conservation Land	0	0	0	3,094	5,000	5,000
5761	Waterway Supplies	14,184	5,826	5,340	6,085	3,000	3,000
OPERATING SUBTOTAL		67,501	50,251	47,745	37,192	28,100	28,100

DEPARTMENT: 175 - Planning & Development Department

TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	135,901	197,209	191,635	153,463	204,732	201,588
OPERATING SUBTOTAL (Form 3)	25,480	16,212	8,534	10,037	21,125	28,625
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	161,381	213,421	200,169	163,500	225,857	230,213

Department Revenue from Prior Fiscal Year:

4,230 (Filing Fees, Bylaws)

DEPARTMENT: 175 - Planning & Development Department
TOC

POSITION	NAME	FY19			FY20				
		G/S	FY19 SALARY	LONG	FY19 TOTAL	G/S	FY20 SALARY	LONG	FY20 TOTAL
Plan. & ED Director	R. Vitacco	G 15	85,000		85,000	G 15	85,000		85,000
Asst. Town Planner	L. Drake	G 9	59,010		59,010	G 9	60,778		60,778
P-T Assistance	(Vacant)		13,832		13,832		7,500		7,500
Sr. Admin. Asst.	M. McCabe	G4/3	42,131		42,131	G4/4	43,553		43,553
Night Clerical - P&D			2,000		2,000		2,000		2,000
Night Clerical - ZBA			2,000		2,000		2,000		2,000
52.2 weeks/year			769		769		757		757

PERSONNEL SUBTOTAL

204,742

201,588

DEPARTMENT: 175 - Planning & Development Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5241	Repair/Maint. Equipment	2,860	2,687	3,642	3,048	2,700	2,700
5310	Consultant	16,020	4,625	0	0	10,500	10,500
5346	Advertising	1,301	832	1,292	2,915	800	800
5420	Office Supplies	4,149	7,074	2,785	3,585	5,975	5,975
5731	Dues/Meeting Expenses	1,150	994	815	489	1,150	1,150
5731	Board & Comm. Support						7,500
OPERATING SUBTOTAL		25,480	16,212	8,534	10,037	21,125	28,625

DEPARTMENT: 190 - Facilities Management Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	181,476	204,957	207,868	277,430	290,732	375,052
OPERATING SUBTOTAL (Form 3)	283,195	312,255	304,879	326,613	322,500	267,500
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	464,671	517,212	512,747	604,043	613,232	642,552

Department Revenue from Prior Fiscal Year: 0

DEPARTMENT: 190 - Facilities Management Department
TOC

POSITION	NAME	FY19			FY20				
		G/S	FY19 SALARY	LONG	FY19 TOTAL	G/S	FY20 SALARY	LONG	FY20 TOTAL
Public Facilities Dir.	T. Hamilton	G 14	100,000	550	100,550	G 14	100,000	600	100,600
Bldg. Maint. Specialist	W. Sewall	G 8	68,182	550	68,732	G 8	68,182	600	68,782
Facilities Maintenance	G. Gronlund	G 7	58,240	400	58,640	G 7	58,240	425	58,665
Custodian	W. Enos	G 2	40,332	400	40,732	G 2	40,332	400	40,732
Custodian	(Vacant)					G 2	35,360		35,360
Admin. Clerk (19 h/w)	F. MacDonald (19 h/w)		19,760		19,760		19,760		19,760
Custodian (19 hr/wk)	M. Little	G 2	23,356	550	23,906	G 2	23,356	600	23,956
Custodian (14 hr/wk)	W. Gulotta	G 2	15,808		15,808	G 2	15,808		15,808
Building Maintenance & Monitors			10,000		10,000		10,000		10,000
52.2 weeks/year			1,253		1,253		1,389		1,389

PERSONNEL SUBTOTAL

339,381

375,052

DEPARTMENT: 190 - Facilities Management Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5210	Electric Power	40,706	13,699	44,119	91,861	65,000	65,000
5211	Heating Fuel / Gas	53,170	47,564	50,473	57,538	65,000	65,000
5221	Septic System	2,840	4,760	2,270	3,400	2,000	2,000
5230	Water	1,100	1,100	1,100	1,145	1,500	1,500
5240	Repairs & Maintenance	166,081	221,885	191,525	151,553	175,000	120,000
5247	Equipment Maint.	6,153	3,467	5,469	4,699	5,000	5,000
5420	Supplies	0	0	214	77	500	500
5452	Bldg./Cust. Supplies	7,477	16,528	7,353	14,983	4,500	4,500
5456	L'I Red Schoolhouse	1,500	1,005	0	0	1,000	1,000
5458	Comfort Station/Bath	2,222	214	45	0	1,200	1,200
5582	Uniforms	349	877	1,028	0	500	500
5711	Travel Reimbursement	1,199	1,156	1,083	1,067	1,100	1,100
5730	Dues & Memberships	398	0	200	290	200	200
OPERATING SUBTOTAL		283,195	312,255	304,879	326,613	322,500	267,500

DEPARTMENT: 195 - Town Reports
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

PERSONNEL SUBTOTAL 0 0 0 0 0 0

OPERATING EXPENSES:

Acct # Account Name

5349	Town Reports/Warrants	6,350	6,091	9,732	8,399	11,000	11,000
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OPERATING SUBTOTAL 6,350 6,091 9,732 8,399 11,000 11,000

TOTAL DEPARTMENT BUDGET 6,350 6,091 9,732 8,399 11,000 11,000

DEPARTMENT: 196 - Town Records
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

PERSONNEL SUBTOTAL 0 0 0 0 0 0

OPERATING EXPENSES:

Acct # Account Name

5256	Record Storage	4,968	4,968	5,460	5,197	6,000	6,000
5312	Bind Records	478	1,032	0	803	1,000	1,000

OPERATING SUBTOTAL 5,446 6,000 5,460 6,000 7,000 7,000

TOTAL DEPARTMENT BUDGET 5,446 6,000 5,460 6,000 7,000 7,000

DEPARTMENT: 197 - Information Technology Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	162,326	180,602	203,754	229,000	244,017	251,373
OPERATING SUBTOTAL (Form 3)	329,751	351,456	336,893	351,564	412,500	412,500
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	492,077	532,058	540,647	580,564	656,517	663,873

Department Revenue from Prior Fiscal Year: 0

DEPARTMENT: 197 - Information Technology Department

TOC

POSITION	NAME	FY19			FY20				
		G/S	FY19 SALARY	LONG	FY19 TOTAL	G/S	FY20 SALARY	LONG	FY20 TOTAL
IT Director	M. Twomey	G 16	117,165	475	117,640	G 16	117,165	500	117,665
Network Specialist	T. Reil	G 12	70,346	400	70,746	G 12	70,346	425	70,771
P-T Support Technician	D. McNeaney (19 h/w)	G 12	31,448		31,448	G 12	31,448		31,448
P-T Support Technician	A. Hurwitz (19 h/w)	G 12	30,529		30,529	G 12	30,529		30,529
52.2 weeks/year			960		960		960		960

PERSONNEL SUBTOTAL

251,323

251,373

DEPARTMENT: 197 - Information Technology Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5202	Software Maintenance	94,633	95,712	95,070	94,831	170,000	170,000
5244	Vehicle Repair/Maint.			5,100	1,284	5,000	5,000
5327	Training	9,057	9,852	9,409	8,021	10,000	10,000
5339	Contracted Services		19,344	0	0		
5341	Telephone	74,759	68,822	75,045	81,916	75,000	75,000
5368	IT Repair/Purchase	99,341	106,014	99,939	114,100	100,000	100,000
5445	Website Maintenance	2,090	1,809	2,431	2,873	2,500	2,500
5446	Network Oversight	49,871	49,903	49,899	48,539	50,000	50,000
OPERATING SUBTOTAL		329,751	351,456	336,893	351,564	412,500	412,500

DEPARTMENT: 210 - Police Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	3,381,478	3,878,953	3,932,682	4,045,587	4,238,269	4,186,296
OPERATING SUBTOTAL (Form 3)	288,144	303,738	322,244	441,150	328,835	345,335
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	3,669,622	4,182,691	4,254,926	4,486,737	4,567,104	4,531,631

Department Revenue from Prior Fiscal Year: 70,382 (Parking tickets, court fines, police detail fees, etc.)

DEPARTMENT: 210 - Police Department
TOC

POSITION	NAME	FY20 STEP	BASE SALARY	EDU.	SALARY	HOLIDAY	LONG	FY20 TOTAL
Chief of Police	P. Wack	G 19	151,998		151,998	4,690	425	157,113
Deputy Chief	M. Nurse	G 17	124,444		124,444		700	125,144
Police Lieutenant	J. Keane	G 16	119,033		119,033		700	119,733
Police Lieutenant	J. Bound	G 16	119,033		119,033		600	119,633
Ex. Ad. Asst.(40h/w)	L. Wieman	G5/9	65,062		65,062		725	65,787
Police Sergeant	J. Cotter	Sgt	82,067	25%	102,584	4,373	775	107,732
Police Sgt./Det.	T. Murphy	Sgt	81,708	25%	102,135	4,352	725	107,212
Police Sergeant	C. McDermott	Sgt	80,456	20%	96,547	4,115	725	101,388
Police Sergeant	B. Lawrence	Sgt	80,458	0%	80,458	3,431	650	84,539
Police Sergeant	T. Cavanaugh	Sgt	82,067	10%	90,274	3,852	775	94,901
Police Sergeant	A. Traynor	Sgt	80,458	10%	88,504	3,763	450	92,717
Police Sergeant	J. Manley	Sgt	80,458	25%	100,573	4,274	450	105,297
Police Sergeant	L. Gilrein	Sgt	80,458	25%	100,573	4,278	550	105,401
Patrol Officer/CSO	B. Bondarek	P 5	66,651	0%	66,651	2,851	725	70,227
Patrol Officer/DET	M. O'Brien	P 5	67,151	20%	80,581	3,437	650	84,668
Patrol Officer	M. Wood	P 5	64,997	0%	64,997	2,777	650	68,424
Patrol Officer	S. O'Neill	P 5	64,997	25%	81,246	3,465	650	85,361
Patrol Officer	D. Dwyer	P 5	64,997	0%	64,997	2,777	650	68,424
Detective	M. Gumbleton	P 5	66,651	20%	79,981	3,407	550	83,938
Patrol Officer/SRO	C. Cabral	P 5	64,997	20%	77,996	3,323	550	81,870
Patrol Officer	G. Jaroszuk	P 5	64,997	20%	77,996	3,319	450	81,765
Patrol Officer	P. Grigorenko	P 5	64,997	10%	71,497	3,044	450	74,991
Patrol Officer/DET	J. Brunelli	P 5	66,651	20%	79,981	3,403	450	83,834
Patrol Officer	J. Kent	P 5	64,997	20%	77,996	3,300	0	81,296
Patrol Officer	P. McCarthy	P 5	64,997	10%	71,497	3,025	0	74,522
Patrol Officer	M. Leslie	P 5	64,997	20%	77,996	3,300	0	81,296
Patrol Officer	R. McCracken	P 3	60,495	0%	60,495	2,559	0	63,054
Patrol Officer	N. Reid	P 3	60,495	10%	66,545	2,815	0	69,360
Patrol Officer	T. Condon	P 3	60,495	0%	60,495	2,559	0	63,054
Patrol Officer	M. Cotter	P 3	60,495	0%	60,495	2,559	0	63,054
Patrol Officer	C. LaRocco	P 1	55,276	20%	66,331	2,806	0	69,138
Patrol Officer	C. Harold	P 1	55,276	20%	66,331	2,806	0	69,138
Patrol Officer	H. Huska	P 1	55,276	20%	66,331	2,806	0	69,138
Patrol Officer	(Vacant)	Pro	53,068	10%	58,375	2,470	0	60,845
Patrol Officer	(Vacant)	Pro	53,068	10%	58,375	2,470	0	60,845
52.2 weeks/year					11,071			11,071
Sick Incentive					19,175			19,175
Shift Differential					25,132			25,132
Overtime					500,000			500,000

POLICE PERSONNEL SUBTOTAL

3,550,214

DEPARTMENT: 210 - Public Safety Telecommunications
TOC

TELECOMMUNICATIONS PERSONNEL COSTS

POSITION	NAME	FY20 STEP	SALARY	HOLIDAY	LONG	FY20 TOTAL
PSAO - EMD & EMT	C. Lawrence	S 7	62,816	2,658	760	66,234
PSAO - EMD	K. Cyr	S 7	62,816	2,658	645	66,119
PSAO - EMD	J. Himelrick	S 5/6	53,113	2,601		55,714
PSAO - EMD	M. Barbaro	S 4/5	51,272	2,096		53,368
PSAO - EMD	M. Brownell	S 4/5	51,134	2,175		53,309
PSAO - EMD	J. Kelleher	S 3/4	49,136	2,043		51,179
PSAO - EMD	J. Golden	S 1/2	46,720	1,987		48,707
PSAO - EMD	(Vacant)	S 1/2	46,043	1,964		48,007
PSAO - EMD	(Vacant)	S 1/2	46,043	1,964		48,007
Administrative Stipends			12,000			12,000
52.2 weeks/year			1,850			1,850
Shift Differential			6,588			6,588
Overtime & Part-Time Staff			125,000			125,000

PUBLIC SAFETY DISPATCH PERSONNEL SUBTOTAL 636,082

DEPARTMENT: 210 - Police Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5141	Special Investigations	85	554	0	1,060	1,000	1,000
5241	Repair/Maint. of Equip.	3,701	7,015	3,476	1,737	8,000	8,000
5244	Vehicle Maint./Repairs	34,674	28,887	37,392	28,331	40,000	40,000
5248	Equipment	13,450	15,293	37,103	128,495	13,000	13,000
5250	Computer Maintenance	19,603	18,809	20,849	24,758	26,000	30,000
5264	Cruiser Replacement	148,289	136,966	133,377	151,934	135,000	145,000
5304	Community Policing <i>(Previously in OT)</i>				7,547	10,000	10,000
5307	Law Books/Update	3,194	4,214	5,129	5,536	3,000	3,000
5325	Dispatcher Training		2,104				
5327	Training	11,392	19,609	14,983	20,596	24,835	24,835
5328	Physicals	0	2,955	895	1,830	3,000	3,000
5420	Office Supplies	6,257	7,377	7,517	9,688	8,000	8,000
5490	Meal Allowance	2,457	1,786	2,175	3,546	1,500	2,000
5582	Uniforms	38,417	44,539	49,929	44,906	49,000	49,000
5586	Dispatcher Uniforms		4,445				
5711	Travel Reimbursement	100	378	1,249	1,165	500	500
5720	Out of State Travel	3,410	4,678	2,790	5,105	2,000	4,000
5731	Dues/Meeting Expense	3,115	4,129	5,380	4,916	4,000	4,000
POLICE OPERATING SUBTOTAL		288,144	303,738	322,244	441,150	328,835	345,335

DEPARTMENT: 220 - Fire Department

TOC

	EXPEND FY16	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	3,819,314	3,761,896	4,053,317	4,258,748	4,657,646	4,671,682
OPERATING SUBTOTAL (Form 3)	473,680	517,439	489,604	528,791	538,800	550,800
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	4,292,994	4,279,335	4,542,921	4,787,539	5,196,446	5,222,482
Amb. Fund Transfer - Operating	-1,000,000	-1,000,000	-1,000,000	-1,200,000	-1,200,000	-1,500,000
Federal SAFER Grant for 8 Fire / EMS Staff				-508,694	-294,475	0
NET APPROPRIATION	3,292,994	3,279,335	3,542,921	3,078,845	3,701,971	3,722,482

Department Revenue from Prior Fiscal Year:

29,150 Fire alarm licenses/inspections

DEPARTMENT: 220 - Fire Department
TOC

POSITION	NAME	FY20 STEP	SALARY	LONG	FY20 TOTAL
Fire Chief	J.Burke	G 19	126,500	700	127,200
Deputy Fire Chief	T. McMahon	G 17	107,000	700	107,700
Ex. Ad. Asst. (40 hr/wk)	L. Malcolmson - EMD	G5/9	66,062	725	66,787
FPO, FF-2, P, 4%	S. Miller	S 5	85,606	760	86,366
EMSO, P, 9%	S. Gilrein	S 5	89,702	0	89,702
Capt., P, 9%	R. Black	S 5	89,302	760	90,062
Capt., P, FF-2, 8%	J. Huska	S 5	88,883	760	89,643
Capt., P, FF-2, 1%	S. Butler	S 5	83,148	760	83,908
Capt, P, 3%	P. Pozerski	S 5	84,787	760	85,547
Lt., FF-2, P, 8%	P. Halliday	S 5	84,768	530	85,298
Lt., P, 11%	R. Black, Jr.	S 5	87,111	530	87,641
Lt., EMT, 1%	D. Brun	S 5	74,168	645	74,813
Lt., FF-2, P, 11%	B. Leary	S 5	87,111	645	87,756
Lt., EMT, 11%	L. Machado	S 5	87,111	645	87,756
Lt., EMT-I, 11%	J. Glaser	S 5	87,111	530	87,641
Lt., EMT, 11%	J. Houde	S 5	87,111	645	87,756
Lt-2, EMT, 1%	M. Harrington	S 5	74,168	645	74,813
FF-2, EMT, 1%	D. Ames	S 5	67,753	760	68,513
FF-2, EMT, 1%	D. Lahteine	S 5	67,753	760	68,513
FF-2, EMT, 1%	N. Souke	S 5	67,753	760	68,513
FF, P, 11%	M. Thompson	S 5	80,062	645	80,707
FF-2, P, 1%	J. Maciel	S 5	72,885	645	73,530
FF-2, P, 3%	C. George	S 5	74,320	530	74,850
FF-2, P, 3%	J. LeVangie	S 5	74,320	530	74,850
FF-2, P, 10%	M. Goodwin	S 5	79,344	530	79,874
EMT, Mech.	S. Cannon	S 5	73,437	415	73,852
FF-2, EMT, 4%	J. Cadrin	S 5	69,332	415	69,747
FF-2, P	P. George	S 5	71,730	415	72,145
FF-2, EMT	J. Murphy	S 4	64,307	0	64,307
P, 9%	J. Hallett	S 4	75,295	0	75,295
FF-2, EMT	B. Leary, Jr.	S 3	62,558	0	62,558
FF-2, P, 7%	B. Walker	S 3	71,976	0	71,976
FF-2, P, 9%	A. Desmarais	S 3	72,783	0	72,783
FF-2, P, 7%	D. Gray	S 3	71,696	0	71,696
FF-2, P, 7%	C. Leonard	S 3	72,106	0	72,106
FF-2, P, 9%	D. Eldridge	S 3	72,947	0	72,947
FF-2, EMT, 3%	B. Aiguier	S 3	63,992	0	63,992
FF-2, P, 7%	R. Silva	S 3	71,375	0	71,375
FF-2, P, 8%	K. Smith	S 2	71,013	0	71,013
FF-2, EMT	R. Archibald	S 2	61,118	0	61,118
FF-2, P	R. Cordeira	S 2	65,629	0	65,629

FF-2, EMT	T. Flynn	S 2	60,843	0	60,843
FF-2, P, 8%	J. Gardner	S 2	70,806	0	70,806
FF-1 P, 9%	B.Wesp	S 2	70,452	0	70,452
FF-1 P	S.Thomas	S 2	64,437	0	64,437
FF-1 EMT	R.Quinn	S 1	59,725	0	59,725
FF-1 EMT	C.Murphy	S 1	59,599	0	59,599
FF-1 EMT	J.Bess	S 1	53,189	0	53,189
FF-1 P	E. Kuenzel	S 1	66,158	0	66,158
52.2 weeks/year			14,194		14,194
Holiday Pay Coverage			225,000		225,000
Overtime			725,000		725,000

PERSONNEL SUBTOTAL

4,671,682

DEPARTMENT: 220 - Fire Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5243	Radio Repair/Replacement	477	3,006	619	1,007	10,000	10,000
5247	Repair/Maint. of Equip.	60,818	62,712	55,552	99,213	75,000	75,000
5248	Equipment	31,089	28,523	11,369	10,871	21,000	21,000
5269	Protective Equipment	32,801	47,162	19,545	35,070	35,000	35,000
5271	Vehicle Lease/Purchase*	149,407	147,396	150,000	116,109	150,000	150,000
5281	Amb. Billing Charges*	44,534	59,231	53,394	47,117	50,000	50,000
5326	Tuition	2,187	0	8,695	10,698	29,500	29,500
5327	Training	15,197	7,632	30,121	17,232	12,500	12,500
5328	Physicals	2,202	5,340	11,002	6,870	0	0
5339	CMED Services	9,080	9,594	9,359	10,030	15,000	15,000
5420	Office Supplies	12,878	7,322	9,108	6,769	11,000	11,000
5505	Ambulance Supplies	69,513	91,066	86,383	109,410	80,000	90,000
5581	Replace Personal Items	0	67	50	117	500	500
5584	Hose	6,761	3,607	7,786	5,560	6,300	6,300
5585	Uniforms	32,479	41,423	32,344	49,263	38,000	40,000
5731	Meetings, Dues, Member.	4,257	3,358	4,277	3,455	5,000	5,000
OPERATING SUBTOTAL		473,680	517,439	489,604	528,791	538,800	550,800

* = Ambulance Fund transfer for Vehicle Lease/Purchases in order to assist annual Capital Budgeting process

DEPARTMENT: 241 - Inspections Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	231,039	253,341	262,862	272,425	277,297	284,265
OPERATING SUBTOTAL (Form 3)	16,183	15,795	9,981	16,087	16,105	16,105
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	247,222	269,136	272,843	288,512	293,402	300,370

Department Revenue from Prior Fiscal Year: 411,613 Permits/Licenses

DEPARTMENT: 241 - Inspections Department
TOC

POSITION	NAME	FY19 G/S	FY19 SALARY	LONG	FY19 TOTAL	FY20 G/S	FY20 SALARY	LONG	FY20 TOTAL
Building Commissioner	B. Brides	G 15	96,704	400	97,104	G 15	96,704	425	97,129
Asst. Bldg. Inspector	D. Morris	G 7	63,000		63,000	G 7	63,000		63,000
Wire Inspector	R. Scena (23 hr/wk)	G 9	31,586		31,586	G 9	31,586		31,586
Gas/Plumbing Insp.	W. Fagnant (23 hr/wk)	G 9	31,586	550	32,136	G 9	31,586	600	32,186
Office Manager	M. Raymond	G5/7	53,132	550	53,682	G5/8	54,746	550	55,296
Specialty Vacation Coverage			4,000		4,000		4,000		4,000
52.2 weeks/year			1,062		1,062		1,068		1,068

PERSONNEL SUBTOTAL

282,570

284,265

DEPARTMENT: 241 - Inspections Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5244	Vehicle Repair/Maint.	2,865	2,624	1,560	2,989	2,880	2,880
5247	Repair/Maint. of Equip.	1,914	2,584	1,480	2,075	3,050	3,050
5420	Office Supplies	2,112	4,277	1,792	4,054	4,325	4,325
5711	Travel Reimbursement	9,292	6,310	5,149	6,969	5,850	5,850
OPERATING SUBTOTAL		16,183	15,795	9,981	16,087	16,105	16,105

DEPARTMENT: 244 - Sealer of Weights & Measures
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

Sealer of W & M	(Contract w/ Barnstable)	0	0	0	0	0	0
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PERSONNEL SUBTOTAL 0 0 0 0 0 0

OPERATING EXPENSES:

Acct # Account Name

5339	Barnstable Contract	0	0	0	0	200	200
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OPERATING SUBTOTAL 0 0 0 0 200 200

TOTAL DEPARTMENT BUDGET 0 0 0 0 200 200

Department Revenue from Prior Fiscal Year: 0

DEPARTMENT: 291 - Emergency Management

TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

EM Director	B. Gallant - Stipend	2,000	2,000	2,000	5,000	5,000	5,000
Deputy EMD	W. Lapine - Stipend	1,000	1,000	1,000	2,500	2,500	2,500

PERSONNEL SUBTOTAL 3,000 3,000 3,000 7,500 7,500 7,500

OPERATING EXPENSES:

Acct # Account Name

5248	Equipment	8,500	8,473	6,772	11,289	10,000	10,000
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OPERATING SUBTOTAL 8,500 8,473 6,772 11,289 10,000 10,000

TOTAL DEPARTMENT BUDGET 11,500 11,473 9,772 18,789 17,500 17,500

DEPARTMENT: 294 - Forest Warden
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL:						
<u>Position</u>						
<u>Name</u>						
PERSONNEL SUBTOTAL	0	0	0	0	0	0
OPERATING EXPENSES:						
<u>Acct #</u>						
<u>Account Name</u>						
5244	Vehicle Repair/Maint.	1,500	1,500	0	1,500	1,500
OPERATING SUBTOTAL		1,500	1,500	0	1,500	1,500
TOTAL DEPARTMENT BUDGET		1,500	1,500	0	1,500	1,500

DEPARTMENT: 299 - Greenhead Fly
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

PERSONNEL SUBTOTAL 0 0 0 0 0 0

OPERATING EXPENSES:

Acct # Account Name

5386	G-head Fly Pest Control	2,000	2,000	2,000	2,000	2,000	2,500
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OPERATING SUBTOTAL 2,000 2,000 2,000 2,000 2,000 2,500

TOTAL DEPARTMENT BUDGET 2,000 2,000 2,000 2,000 2,000 2,500

DEPARTMENT: 410 - DPW Engineering
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	170,273	185,271	189,433	196,017	197,714	217,286
OPERATING SUBTOTAL (Form 3)	6,603	7,540	6,771	8,963	9,800	9,800
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	176,876	192,811	196,204	204,980	207,514	227,086

Department Revenue from Prior Fiscal Year: 678 (Maps, plans)

DEPARTMENT: 410 - DPW Engineering
TOC

POSITION	NAME	FY19	FY19 SALARY	LONG	FY19 TOTAL	FY20	FY20 SALARY	LONG	FY20 TOTAL
		G/S				G/S			
Asst. Town Engineer	S. Jensen	G 13	87,500	475	87,975	G 13	87,500	500	88,000
Engineering Tech.	S. Harrington	G 9	63,877	475	64,352	G 9	63,877	500	64,377
GIS Specialist	M. Chassey	G 7	54,080		54,080	G 7	54,080		54,080
MS4/NPDES Compliance							10,000		10,000
52.2 weeks/year			790		790		829		829

PERSONNEL SUBTOTAL

207,197

217,286

DEPARTMENT: 410 - DPW Engineering
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5244	Vehicle Repair/Maint.	589	969	1,716	77	1,300	1,300
5247	Equipment Maintenance	1,376	706	1,541	3,535	2,000	2,000
5248	Equipment Purchase	1,895	3,628	2,122	1,936	2,500	2,500
5323	Maps	370	704	443	2,017	1,000	1,000
5327	Training	731	891	598	373	1,000	1,000
5420	Office Supplies	1,642	642	351	1,025	2,000	2,000
OPERATING SUBTOTAL		6,603	7,540	6,771	8,963	9,800	9,800

DEPARTMENT: 420 - Department of Public Works
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	799,243	931,622	979,033	1,004,586	1,042,193	1,118,066
OPERATING SUBTOTAL (Form 3)	617,693	524,262	697,375	688,128	708,025	713,025
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	1,416,936	1,455,884	1,676,408	1,692,714	1,750,218	1,831,091

Department Revenue from Prior Fiscal Year: 0

DEPARTMENT: 420 - Department of Public Works
TOC

POSITION	NAME	FY19 G/S	FY19 SALARY	LONG	FY19 TOTAL	FY20 G/S	FY20 SALARY	LONG	FY20 TOTAL
Dir. Public Works/TE	P. Tilton	G 19	130,544	550	131,094	G 19	130,544	600	131,144
Asst. DPW Director	S. Masse	G 13	83,596	625	84,221	G 13	83,596	700	84,296
Tree Warden	J. O'Connor	G 8	66,685	0	66,685	G 8	66,685	0	66,685
Highway Manager	M. Vieria	G 8	67,974		67,974	G 8	67,974	425	68,399
Sr. Admin. Asst.	M.E. Steeves	G5/8	62,567	550	63,117	G5/9	65,062	650	65,712
Parks Foreman	R. Saline	Fore	62,026	625	62,651	Fore	62,026	625	62,651
Laborer	B. Fraser	S 9	56,472	550	57,022	S 9	56,472	550	57,022
Laborer	W. Hawkins - B CDL; H	S 9	57,595	550	58,145	S 9	57,595	550	58,145
Laborer	R. Malatesta - A CDL; H	S 9	59,800	475	60,275	S 9	59,800	475	60,275
Laborer	(Vacant) - A CDL; H	S 9	59,800	475	60,275	S 9	59,800	475	60,275
Laborer	J. Cosgrove - A CDL; H	S 9	59,800	400	60,200	S 9	59,800	400	60,200
Laborer	S. LaBreck - A CDL; H	S 4	54,330	0	54,330	S 5	55,578	0	55,578
Laborer	R. Quinn - A CDL; H	S 2	52,208	0	52,208	S 3	53,206	0	53,206
Laborer	N. Ray - A CDL; H	S 1	48,776	0	48,776	S 2	52,208	0	52,208
Laborer	(Vacant) - A CDL; H	S 9	59,800	550	60,350	S 2	52,208	0	52,208
Laborer	(New) - A CDL; H					S1	48,776	0	48,776
P-T & Seasonal Labor			52,319		52,319		52,319		52,319
Overtime			9,000		9,000		25,000		25,000
52.2 weeks/year			3,777		3,777		3,967		3,967

PERSONNEL SUBTOTAL

1,052,419

1,118,066

DEPARTMENT: 420 - DPW - Department of Public Works
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5247	Repair/Maint. of Equip.	123,807	96,416	93,654	65,240	35,000	35,000
5271	Vehicle Lease/Purchase			144,694	142,002	150,000	150,000
5275	Equipment Hire	125,393	98,688	169,024	83,468	75,000	75,000
5420	Office Supplies	13,013	5,092	7,498	5,287	5,000	5,000
5444	Catch Basin Cleaning		1,800				
5450	Tools/Equipment	26,406	40,555	21,820	15,809	10,000	10,000
5480	Gas & Oil (All Departments)	234,889	144,072	124,322	139,355	219,500	219,500
5531	Gravel/Loam/Stone	5,609	8,074	10,289	3,825	5,000	5,000
5532	Street Lining	20,168	30,210	30,026	48,491	20,000	20,000
5535	Asphalt	43,765	85,156	36,881	134,798	68,000	68,000
5536	Oiling/Surface Coats	0	0	6,000	0	30,325	30,325
5537	Drainage	20,166	3,248	38,265	34,795	75,000	75,000
5539	Signs, Markers, Etc.	1,504	3,576	5,918	9,174	10,000	10,000
5582	Uniforms / OSHA	90	2,307	2,000	2,000	2,000	7,000
5583	Clothing Allowance	52	2,400	2,400	1,671	2,400	2,400
5730	Professional Development	2,831	2,668	4,584	2,213	800	800
OPERATING SUBTOTAL		617,693	524,262	697,375	688,128	708,025	713,025

DEPARTMENT: 421 - Snow & Ice
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

Labor		138,148	53,293	57,458	42,029	100,000	100,000
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PERSONNEL SUBTOTAL 138,148 53,293 57,458 42,029 100,000 100,000

OPERATING EXPENSES:

Acct # Account Name

5245	Truck Maintenance	10,569	76,297	20,592	27,921	2,000	2,000
5247	Mainenance of Equip.	73,763	37,352	24,788	15,015	15,000	15,000
5275	Equipment Hire	265,406	107,526	140,903	112,946	200,000	200,000
5400	Supplies	7,997	3,983	1,890	2,622	1,500	1,500
5480	Gas & Oil	39,605	11,492	6,092	7,739	2,500	2,500
5533	Salt	176,466	181,913	165,741	131,394	72,000	72,000
5534	Sand	34,329	8,661	0	834	7,000	7,000

OPERATING SUBTOTAL 608,135 427,224 360,006 298,471 300,000 300,000

TOTAL DEPARTMENT BUDGET 746,283 480,517 417,464 340,500 400,000 400,000

Fiscal Year	Expenditure	Fiscal Year	Expenditure			
FY'18	340,500	FY'13	367,566			
FY'17	417,464	FY'12	232,330		5 Year Average:	484,608
FY'16	427,224	FY'11	367,256			
FY'15	746,283	FY'10	435,881		10 Year Average:	433,249
FY'14	491,568	FY'09	506,421			

DEPARTMENT: 424 - Streetlights
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

PERSONNEL SUBTOTAL 0 0 0 0 0 0

OPERATING EXPENSES:

Acct # Account Name

5216	Streetlighting	12,919	10,335	11,822	10,944	22,500	22,500
5334	Traffic Signals	1,384	1,132	1,397	1,300	2,500	2,500

OPERATING SUBTOTAL 14,303 11,467 13,219 12,244 25,000 25,000

TOTAL DEPARTMENT BUDGET 14,303 11,467 13,219 12,244 25,000 25,000

DEPARTMENT: 435 - DPW - Sanitation Division
TOC

FY'13 = COMMENCEMENT OF ENTERPRISE FUND

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	345,701	420,058	418,393	408,624	427,823	435,235
OPERATING SUBTOTAL (Form 3)	642,312	610,719	575,843	614,241	619,000	619,000
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	988,013	1,030,777	994,236	1,022,865	1,046,823	1,054,235

Fiscal Year Revenues					-950,000	-950,000
Enterprise Fund Certification Transfer					-96,823	-104,235

NET DEPARTMENT BUDGET 0 0

Department Revenue from Prior Fiscal Year: 0

DEPARTMENT: 435 - DPW - Sanitation Division
 TOC

FY'13 = COMMENCEMENT OF ENTERPRISE FUND

POSITION	NAME	FY19 G/S	FY19 SALARY	LONG	FY19 TOTAL	FY20 G/S	FY20 SALARY	LONG	FY20 TOTAL
Sanitation Manager	G. Gray	G 8	70,054	550	70,604	G 8	70,054	600	70,654
P-T Clerk (18 hr/wk)	M.E. Scarpellini	P-T	18,720		18,720	P-T	18,720		18,720
Sanitation Foreman	R. Tokarz - A CDL; H	Fore	65,354		65,354	Fore	65,354		65,354
Laborer	S. Neville - A CDL; H	S 9	59,800	475	60,275	S 9	59,800	475	60,275
Laborer	M. Geiler - A CDL; H	S 2	52,208		52,208	S 2	52,208		52,208
P-T & Seasonal Labor (incl. Beach Clean-up)			35,000		35,000		35,000		35,000
P-T Gate Guards & Weekend Drivers			70,000	1,750	71,750		70,000	2,000	72,000
Employee Benefit Costs			60,000		60,000		60,000		60,000
52.2 weeks/year			1,024		1,024		1,024		1,024

PERSONNEL SUBTOTAL

434,935

435,235

DEPARTMENT:
TOC

435 - DPW - Sanitation Division

FY'13 = COMMENCEMENT OF ENTERPRISE FUND

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5033	Transport - Bay Colony RR	57,026	0	0	0	0	0
5224	Hazardous Waste Capac.	50,784	81,908	65,035	43,200	14,000	14,000
5247	Equip. Purchase & Maint.	98,524	94,648	86,913	59,846	150,000	150,000
5275	Equipment Hire	60,673	51,723	27,320	70,427	15,000	15,000
5420	Office Supplies	212	372	1,391	358	3,000	3,000
5481	Purchase Fuel	35,251	29,858	10,530	12,453	60,000	60,000
5545	Landfill Expenses	134,802	122,935	146,820	168,840	125,000	125,000
5582	Uniforms	198	2,000	1,612	1,463	2,000	2,000
5610	Tipping Fees - SEMASS	166,646	227,275	236,222	257,654	250,000	250,000
5611	Otis Operations	38,196	0	0	0	0	0
OPERATING SUBTOTAL		642,312	610,719	575,843	614,241	619,000	619,000

DEPARTMENT: 435 - DPW Sanitation Division
TOC

ACCT # ACCOUNT NAME ACTUAL FY15 ACTUAL FY16 ACTUAL FY17 ACTUAL FY18 ACTUAL FY19 ACTUAL FY20

4462	Permits - Transfer Station	323,820	352,280	357,887	304,355		
4469	Hauler Fees	121,449	0	0	0	Will Be \$0	Will Be \$0
4470	Recycling Revenue	65,091	43,037	86,596	90,000		
4471	PAYT Bag Revenue	334,200	343,289	365,180	436,540		
4473	Bulky Items Revenue	39,286	51,371	49,074	49,140		
4820	Earned Interest	1,634	1,057	982	941		
4840	Miscellaneous Revenue				14,010		

ANNUAL REVENUE 885,480 791,034 859,719 894,986 0 0

OPER. EXPENSES 792,308 988,013 1,030,777 994,236

NET BALANCE 93,172 -196,979 -171,058 -99,250 0 0

ENT. FUND CERTIFICATIO 863,424 414,329

[TOC](#)

DPW - SANITATION DIVISION

ENTERPRISE FUND BALANCES AT BEGINNING OF FISCAL YEAR PER DOR

	ENT. FUND BAL.	DIFFERENCE FROM PRIOR FY
July 1, 2013	610,779	
July 1, 2014	1,246,568	635,789
July 1, 2015	863,424	(383,144)
July 1, 2016	650,041	(213,383)
July 1, 2017	414,329	(235,712)
July 1, 2018	410,558	(3,771)

DEPARTMENT: 510 - Health Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	164,921	179,891	185,863	194,333	198,406	204,516
OPERATING SUBTOTAL (Form 3)	9,940	8,736	8,929	10,705	10,125	10,125
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	174,861	188,627	194,792	205,038	208,531	214,641

Department Revenue from Prior Fiscal Year: 58,475 (Permits/Licenses)

DEPARTMENT: 510 - Health Department
TOC

POSITION	NAME	FY19	FY19 SALARY	LONG	FY19 TOTAL	FY20	FY20 SALARY	LONG	FY20 TOTAL
		G/S				G/S			
Director Public Health	D. Mason	G 15	94,740	625	95,365	G 15	94,740	700	95,440
Ass't. Health Agent	D. Meyer	G 9	61,818	550	62,368	G 9	61,818	700	62,518
Administrative Asst.	J. Woodbury	G3/6	42,623	450	43,073	G3/7	43,917	450	44,367
Night Clerical			1,420		1,420		1,420		1,420
52.2 weeks/year			766		766		771		771

PERSONNEL SUBTOTAL

202,992

204,516

DEPARTMENT: 510 - Health Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5244	Vehicle Maintenance	1,858	111	38	2,000	2,000	2,000
5318	Well Testing	2,380	1,880	2,310	3,870	2,400	2,400
5420	Office Supplies	2,439	2,776	5,361	3,184	2,475	2,475
5431	Equipment/Supplies	1,799	2,219	210	577	1,750	1,750
5711	Travel Reimbursement	1,464	1,750	1,010	1,074	1,500	1,500
OPERATING SUBTOTAL		9,940	8,736	8,929	10,705	10,125	10,125

DEPARTMENT: 522 - Nursing Department
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	112,185	118,152	109,806	114,765	117,225	119,629
OPERATING SUBTOTAL (Form 3)	19,783	29,691	29,114	29,185	34,700	45,700
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	131,968	147,843	138,920	143,950	151,925	165,329

Department Revenue from Prior Fiscal Year: 14,230

DEPARTMENT: 522 - Nursing Department
TOC

POSITION	NAME	FY19 G/S	FY19 SALARY	LONG	FY19 TOTAL	FY20 G/S	FY20 SALARY	LONG	FY20 TOTAL
Public Health Nurse	J. Geake	G 11	81,370	475	81,845	G 11	81,370	500	81,870
Administrative Asst.	S. Davis	G3/1	36,000		36,000	G3/2	37,303		37,303
52.2 weeks/year			451		451		456		456

PERSONNEL SUBTOTAL

118,296

119,629

DEPARTMENT: 522 - Nursing Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5247	Equipment Maintenance	3,015	2,087	1,952	1,515	1,000	2,000
5326	Tuition	0	0	0	0	300	300
5410	Medical Supplies	15,243	26,147	25,664	26,036	30,000	40,000
5415	Books	363	61	220	159	300	300
5420	Office Supplies	731	1,316	1,153	1,334	1,500	1,500
5711	Travel Reim/Vehicle Repair	431	80	125	141	1,500	1,500
5730	Dues & Memberships	0	0	0	0	100	100
OPERATING SUBTOTAL		19,783	29,691	29,114	29,185	34,700	45,700

DEPARTMENT: 541 - Senior & Community Services
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	188,541	216,232	225,609	217,985	230,927	218,300
OPERATING SUBTOTAL (Form 3)	9,907	10,383	9,140	8,973	10,500	13,500
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	198,448	226,615	234,749	226,958	241,427	231,800

Department Revenue from Prior Fiscal Year: 0

DEPARTMENT: 541 - Senior & Community Services
TOC

POSITION	NAME	FY19			FY20			LONG	FY20 TOTAL
		G/S	FY19 SALARY	LONG	FY19 TOTAL	G/S	FY20 SALARY		
Council on Aging Dir.	S. Marancik	G 12	77,000		77,000	G 12	77,000		77,000
Outeach Coordinator	R. Wahlstedt	G 8	49,213	400	49,613	G 8	49,213	425	49,638
Volunteer Coordinator	P. Ryan (20 hr/wk)	G 6	21,611	400	22,011	G 6	21,611	425	22,036
COA Driver	A. Nicolazzo (15 hr/wk)	G 2	13,837	400	14,237	G 2	13,837	425	14,262
COA Driver	R. Lizzotte (15 hr/wk)	G 2	13,837		13,837	G 2	13,837		13,837
Sr. Admin. Asst.	K. Lannigan	G4/9	58,552	650	59,202	G4/2	40,695		40,695
52.2 weeks/year			900		900		832		832

PERSONNEL SUBTOTAL

236,800

218,300

DEPARTMENT: 541 - Senior & Community Services
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5247	Repair/Maint. of Equip.	915	901	220	438	1,500	1,500
5420	Office Supplies	2,063	2,443	2,614	1,149	2,300	2,300
5422	Copier Service	3,924	4,464	3,685	3,915	4,200	4,200
	Programming						3,000
5715	Meeting Expenses/Travel	3,005	2,574	2,621	3,471	2,500	2,500
OPERATING SUBTOTAL		9,907	10,382	9,140	8,973	10,500	13,500

DEPARTMENT: 543 - Veteran Services

TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

PERSONNEL SUBTOTAL 0 0 0 0 0 0

OPERATING EXPENSES:

Acct # Account Name

5770	Veteran Benefits	21,850	28,542	47,046	66,875	45,000	60,000
	Veteran Assessment	26,006	27,500	27,296	27,296	28,320	28,320

OPERATING SUBTOTAL 47,856 56,042 74,342 94,171 73,320 88,320

TOTAL DEPARTMENT BUDGET 47,856 56,042 74,342 94,171 73,320 88,320

DEPARTMENT: 610 - Library
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	703,655	703,655	759,769	786,347	813,895	808,208
OPERATING SUBTOTAL (Form 3)	222,001	222,001	221,137	211,658	221,937	221,937
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	925,656	925,656	980,906	998,005	1,035,832	1,030,145
Less Weston Trust Fund Income	0	-12,500	-15,000	-15,000	-15,000	-15,000
Less State Library Aid	-17,500	-17,500	-22,500	-22,500	-23,500	-23,500
NET APPROPRIATION	908,156	895,656	943,406	960,505	997,332	991,645

Department Revenue from Proir Fiscal Year:

100 (Archives)

DEPARTMENT: 610 - Library
TOC

POSITION	NAME	FY19 G/S	FY19 SALARY	EDU & LONG	FY19 TOTAL	FY20 G/S	FY20 SALARY	EDU & LONG	FY20 TOTAL
Library Director (35 h/w)	J. Lamothe	G 16	100,345	400	100,745	G 16	100,345	425	100,770
Reference	L. Robinson	11	64,574	1,625	66,199	11	64,574	1,625	66,199
Reference	M. Frye	1	49,049	475	49,524	2	50,268	475	50,743
Reference/Archivist	D. Rich	4	53,453		53,453	5	55,037		55,037
Children's Librarian	S. Parsons	11	59,805	625	60,430	11	59,805	625	60,430
Tech./Children's	K. Johnson	11	59,805	550	60,355	11	59,805	625	60,430
Tech. Services	J. Wright	2	45,500	0	45,500	3	47,083	0	47,083
Cir. Asst. II	K. Varjian	11	49,049	550	49,599	11	49,049	625	49,674
Cir. Asst. I	P. Carmichael	11	47,083	550	47,633	11	47,083	550	47,633
Cir. Asst. I	S. Murray	3	35,745		35,745	4	36,946		36,946
Cir. Asst. I	A. Delaney	6	39,148	400	39,548	7	40,732	400	41,132
Cir. Asst. I	J. Zeitlin	2	11,344		11,344	3	35,745		35,745
Custodian	V. Sgro	4	30,267	475	30,742	5	31,177	475	31,652
Reference (31 h/w)	C. Hayes	11	57,194	475	57,669	11	57,194	475	57,669
Cir. Asst. II (21 h/w)	W. Grant	11	29,429	475	29,904	11	29,429	475	29,904
Cir. Asst. I (19 h/w)	L. DeCosta	1	18,080	0	18,080	2	18,742	0	18,742
Cir. Asst. I (11.5 h/w)	J. Werner	9	14,430	400	14,830	10	14,950	400	15,350
Regular Overtime			0		0		0		0
Sunday Salaries			0		0		0		0
52.2 weeks/year			2,940		2,940		3,069		3,069

PERSONNEL SUBTOTAL

774,240

808,208

DEPARTMENT: 610 - Library
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5210	Electricity	10,413	19,936	21,914	27,097	20,000	20,000
5211	Heating Oil	4,372	3,961	4,593	4,507	7,000	7,000
5230	Water	100	100	100	100	100	100
5247	Equipment Maintenance	9,470	9,485	8,964	8,795	9,000	9,000
5331	Automation	33,006	33,835	33,806	35,153	35,177	35,177
5412	Periodicals	18,040	23,867	17,463	20,787	16,000	16,000
5415	Books	115,456	115,521	117,072	91,444	115,000	115,000
5420	Office Supplies	7,986	6,433	6,757	6,167	7,500	7,500
5430	Building Repair/Maint.	19,274	13,369	8,062	14,725	8,500	8,500
5712	Trustee Expenses	840	660	660	780	660	660
5731	Dues & Memberships	3,044	3,107	1,746	2,103	3,000	3,000
OPERATING SUBTOTAL		222,001	230,274	221,137	211,658	221,937	221,937

DEPARTMENT: 620 - Sandwich Hollows Golf Club
TOC

POSITION	NAME	FY19			FY20				
		G/S	FY19 SALARY	LONG	FY19 TOTAL	G/S	FY20 SALARY	LONG	FY20 TOTAL
Golf Director	J. Johnson	G 16	91,981	550	92,531	G 16	91,981	600	92,581
Golf Operation Super.	T. Tobey	G 6	45,448		45,448	G 6	45,448		45,448
Operations Manager	J. Swift	G 7	46,280	400	46,680	G 7	46,280	425	46,705
Golf Superintendent	D. Polidor	G 11	98,140	625	98,765	G 11	98,140	700	98,840
Asst. Superintendent	D. Tilly	G 7	46,946	550	47,496	G 7	46,946	600	47,546
Golf Mechanic	D. Rogers	G 7	50,773		50,773	G 7	50,773		50,773
(2) Golf PS Clerks	(Various)		9,600		9,600		9,600		9,600
(10) Outside PS Staff	(Various)		42,000		42,000		42,000		42,000
(4) Operators (38 wks)	(Various)		37,750	1,600	39,350		37,750	1,600	39,350
(10+) Outside Maint.	(Various)		12,000		12,000		12,000		12,000
Overtime			5,000		5,000		5,000		5,000
Employee Benefit Costs			80,000		80,000		80,000		80,000
Salary Adjustment Account			12,500		12,500		12,500		12,500
52.2 weeks/year			1,460		1,460		1,460		1,460

PERSONNEL SUBTOTAL

583,603

583,803

DEPARTMENT: 620 - Sandwich Hollows Golf Club
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5215	Utilities	63,272	64,019	61,254	65,020	50,000	50,000
5242	Building Maintenance	10,116	13,340	11,844	16,185	8,000	8,000
5244	Vehicle Repair & Maint.	3,643	1,504	749	1,242	2,000	2,000
5247	Equipment Repair & Maint.	6,809	7,753	8,614	9,589	6,000	6,000
5171	Equipment Lease/Purch.	184	2,203	1,041	827	4,000	4,000
5274	Golf Car Lease/Purchase	37,852	39,990	39,990	39,990	40,000	40,000
5279	Equipment Rentals	435	449	0	2,009	500	500
5289	Turf Center Rep. & Maint.	95	277	198	1,034	500	500
5291	Property Repair & Maint.	5,188	4,719	4,472	3,005	7,000	6,000
5302	Sales Tax	12,407	17,434	0	0	0	0
5341	Telephone	5,939	5,183	5,044	4,758	7,000	6,500
5346	Advertising/Promotions	12,781	7,246	5,760	6,611	16,000	16,000
5348	Printing/Postage	1,873	2,254	2,109	1,393	1,500	1,500
5420	Office Supplies	5,743	4,252	3,344	3,969	5,000	5,000
5426	Credit Card Fees/Charges	13,547	16,714	14,254	12,718	20,000	20,000
5460	Grounds Supplies	2,128	2,258	1,500	2,037	2,000	2,000
5480	Gas/Oil (Diesel)	29,131	20,626	12,469	18,795	23,000	23,000
5498	Golf Merchandise	54,323	46,737	58,650	55,111	65,000	65,000
5517	Golf Shop	2,602	6,596	6,613	6,895	6,000	6,000
5518	Golf Course Maintenance	50,401	54,567	53,031	58,001	55,000	55,000
5519	Driving Range	4,204	4,764	4,210	2,128	5,000	5,000
5520	Membership Services	3,588	6,747	5,800	3,628	4,000	4,000
5522	Golf Cart Repair & Maint.	3,003	4,086	5,217	4,618	4,000	4,000
5582	Uniforms	255	862	501	1,203	1,500	1,500
5700	Other Charges & Expenses	0	0	0	0	1,500	1,500
5716	Professional Development	717	781	732	686	1,500	1,500
5731	Dues/Meetings	1,295	1,670	2,903	8,599	1,500	1,500
5739	Insurance	0	0	0	0	2,500	2,500
5821	Capital Projects	7,814	3,220	3,724	8,529	50,000	18,000
OPERATING SUBTOTAL		339,345	340,251	314,023	338,580	390,000	356,500

DEPARTMENT: 620 - Sandwich Hollows Golf Club
TOC

ACCT #	ACCOUNT NAME	ACTUAL FY12	ACTUAL FY13	ACTUAL FY14	ACTUAL FY15	ACTUAL FY16	ACTUAL FY17	ACTUAL FY18
4290	Membership	177,074	166,725	183,435	171,545	173,850	177,933	175,500
4291	Greens Fees	334,439	302,545	302,260	336,266	364,427	337,638	360,241
4292	Cart Rentals	212,974	195,559	207,050	209,754	215,658	182,794	159,063
4293	Range	27,885	27,065	28,675	31,877	33,925	25,914	28,616
4294	Range Membership	225	1,185	80	380	625	350	275
4295	Handicap Service	10,675	9,465	9,823	9,250	9,400	8,910	9,350
4296	Other	29,850	23,305	21,406	30,021	30,335	34,942	41,236
4297	Tournament Income	902	200	700	-290	700	800	4,491
4298	Food & Beverage	40,277	43,709	45,663	51,338	46,839	46,167	57,720
4300	Locker Room Fees	750	1,200	0	0	0	0	0
4301	Punch Cards	6,920	3,535	2,960	715	275	275	0
4302	Sales Tax	13,433	11,665	12,315	12,608	13,223	0	73
4304	Merchandise	52,674	61,114	59,539	50,627	58,380	60,060	65,262
4306	Club Rentals	1,725	870	1,713	3,646	3,566	3,390	4,980
4307	Gift Certificates	8,106	12,514	7,109	515	6,564	8,069	4,111
4308	Hotel Charges	-260	-4,536	3,638	-1,547	-721	578	3,097
4821	Interest Income	1,072	2,182	671	703	810	1,289	3,246
4840	Miscellaneous Revenue							5,000
4951	Insurance Reimbursement				12,631			
TOTAL REVENUE		918,721	858,302	887,037	920,039	957,856	889,109	922,261
OPER. EXPENSES		853,213	887,192	842,713	833,874	801,674	836,988	820,524
NET OPER. BALANCE		65,508	-28,890	44,324	86,165	156,182	52,121	101,737
ENTERPRISE FUND BALANCE (DOR Certified Amount as of June 30)		506,751	370,020	384,145	437,309	473,745	500,308	392,569
ROUNDS		24,113	22,813	23,550	24,418	25,463	23,601	
REVENUE PER ROUND		\$38.10	\$37.55	\$37.66	\$37.67	\$37.61	\$37.67	
EXPENSE PER ROUND		\$36.79	\$36.94	\$35.40	\$32.83	\$32.87	\$34.76	
MEMBERSHIPS		262	262	236	289	256	265	cv

TOC**SANDWICH HOLLOWES GOLF CLUB****Monthly Revenue Comparisons**

MONTH	FY'10	FY'11	FY'12	FY'13	FY'14	FY'15	FY'16	FY'17	FY'18	Monthly Average
JULY	157,026	134,082	136,783	130,363	114,394	124,901	140,647	125,125	141,774	133,899
AUGUST	136,925	107,391	124,476	127,139	143,522	97,766	144,330	135,078	137,858	128,276
SEPTEMBER	110,519	98,718	84,942	86,370	91,891	86,493	105,055	90,396	87,259	93,516
OCTOBER	61,297	62,865	59,992	52,811	52,538	99,868	58,725	56,946	77,457	64,722
NOVEMBER	27,116	16,270	30,091	35,515	29,520	18,331	26,303	29,736	24,254	26,348
DECEMBER	23,809	17,863	24,433	15,495	33,566	33,625	55,596	44,836	45,042	32,696
JANUARY	59,961	41,648	71,312	50,337	71,977	76,688	79,304	101,160	84,538	70,769
FEBRUARY	65,641	78,886	83,792	70,020	50,121	43,829	34,235	19,161	21,445	51,903
MARCH	47,795	49,571	51,630	31,500	22,778	16,708	26,466	22,870	39,470	34,310
APRIL	78,057	60,422	65,402	68,581	61,432	18,490	60,047	59,523	54,244	58,466
MAY	92,133	78,022	83,895	81,834	98,967	155,642	94,416	89,927	92,238	96,342
JUNE	116,047	118,601	101,974	106,836	116,330	147,698	139,085	125,767	111,879	120,469
TOTAL:	976,326	864,339	918,722	856,801	887,036	920,039	964,209	900,525	917,458	911,717
Comparison to Prior Fiscal Year:		(111,987)	54,383	(61,921)	30,235	33,003	44,170	(63,684)	(46,751)	

TOC**SANDWICH HOLLOWES GOLF CLUB****ENTERPRISE FUND BALANCES AT BEGINNING OF FISCAL YEAR PER DOR**

	ENT. FUND BAL.	DIFFERENCE FROM PRIOR FY
July 1, 2000	9,398	
July 1, 2001	716,717	707,319
July 1, 2002	724,903	8,186
July 1, 2003	649,978	(74,925)
July 1, 2004	590,948	(59,030)
July 1, 2005	344,803	(246,145)
July 1, 2006	231,529	(113,274)
July 1, 2007	487,384	255,855
July 1, 2008	563,218	75,834
July 1, 2009	260,811	(302,407)
July 1, 2010	309,913	49,102
July 1, 2011	506,751	196,838
July 1, 2012	370,020	(136,731)
July 1, 2013	384,145	14,125
July 1, 2014	437,309	53,164
July 1, 2015	473,745	36,436
July 1, 2016	500,308	26,563
July 1, 2017	392,569	(107,739)
July 1, 2018	337,316	(55,253)

DEPARTMENT: 630 - Recreation Department

TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	186,607	242,613	251,609	266,811	298,458	370,709
OPERATING SUBTOTAL (Form 3)	22,397	17,563	31,977	37,250	32,575	48,975
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	209,004	260,176	283,586	304,061	331,033	419,684
*Less Beach Account Transfer	-103,000	-103,000	-123,000	-138,000	-140,500	-190,000
NET APPROPRIATION	106,004	157,176	160,586	166,061	190,533	229,684

Department Revenue from Prior Fiscal Year:

2,095 (Registration Fees)

DEPARTMENT: 630 - Recreation Department
TOC

POSITION	NAME	FY19	FY19 SALARY	LONG	FY19 TOTAL	FY20	FY20 SALARY	LONG	FY20 TOTAL
		G/S				G/S			
Recreation Director	G. Boucher	G 10	82,400	475	82,875	G 10	82,400	500	82,900
Asst. Rec. Director	P. MacDonald	G 9	66,955		66,955	G 9	66,955		66,955
Program Coordinator	L. Downs	G 7	46,280		46,280	G 7	46,280		46,280
P-T Program Coord.	C. Crocker (19 h/w)		Program \$				Program \$		
P-T Program Coord.	H. Manuel (19 h/w)		Program \$				Program \$		
Program Staff*			107,500		107,500		174,000		174,000
52.2 weeks/year			574		574		574		574

PERSONNEL SUBTOTAL

304,184

370,709

* = Beach Account transfer for Program Staff and various Recreation Department Programs

DEPARTMENT: 630 - Recreation Department
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5247	Equipment Maint./Rental	4,381	8,396	15,964	16,146	13,600	25,000
5326	Tuition/Training	225	299	2,127	8,749	1,500	1,500
5339	Contracted Services	2,210	0	714	507	525	525
5480	Gas & Oil	84	17	8	320	200	200
5700	Other Charges/Expenses	14,249	8,851	12,456	11,528	16,000	21,000
5711	Travel Reim/Vehicle Repair	1,248	0	708	0	750	750
OPERATING SUBTOTAL		22,397	17,563	31,977	37,250	32,575	48,975

* = Beach Account transfer for Program Staff and various Recreation Department Programs & Expenses

DEPARTMENT: 632 - Marina
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	430,541	325,120	372,348	441,551	559,849	587,386
OPERATING SUBTOTAL (Form 3)	1,016,815	1,581,479	1,244,465	1,103,867	1,193,001	1,193,001
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	1,447,356	1,906,599	1,616,813	1,545,418	1,752,850	1,780,387

Fiscal Year Revenues					-1,752,850	-1,780,387
Enterprise Fund Certification Transfer					0	0

NET DEPARTMENT BUDGET 0 0

Department Revenue from Prior Fiscal Year: (See Form 4)

DEPARTMENT: 632 - Marina
TOC

POSITION	NAME	FY19			FY20			LONG	FY20 TOTAL
		G/S	FY19 SALARY	LONG	FY19 TOTAL	G/S	FY20 SALARY		
Harbormaster	M. Dunning	G 16	81,500		81,500	G 16	81,500	425	81,925
Deputy Harbormaster	D. Condon	G 10	67,517		67,517	G 10	67,517		67,517
Ass't. Harbormaster	(Vacant)	G 8	59,000		59,000	G 8	59,000		59,000
Sr. Admin. Asst.	S. Smith	G4/9	51,239	550	51,789	G4/9	51,239	550	51,789
Administrative Asst.	J. Rezendes	G3/3	38,609		38,609	G3/4	40,004		40,004
(3) Year-Round, P-T Staff			46,000		46,000		46,000		46,000
Seasonal Labor			120,000		120,000		150,000		150,000
Overtime			0		0		0		0
Employee Benefit Costs			80,000		80,000		80,000		80,000
Salary Adjustment Account			10,000		10,000		10,000		10,000
52.2 weeks/year			1,146		1,146		1,151		1,151

PERSONNEL SUBTOTAL

555,561

587,386

DEPARTMENT: 632 - Marina
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5172	Employee Benefits/GF Transfer		57,342	43,996	15,000		
5174	Marina Unemployment		382	242			
5210	Electric Power	38,380	42,862	54,135	53,043	50,000	50,000
5230	Water	600	650	600	625	1,000	1,000
5244	Vehicle Repair & Maint.	2,607	154	10,567	9,059	4,000	4,000
5248	Equipment	0	0	0	0	1,600	1,600
5301	Legal Fees	0	0	3,517	13,136	8,000	8,000
5302	Sales Tax	26,679	33,328	0	400	0	0
5341	Telephone	4,562	4,365	6,361	4,144	4,000	4,000
5400	Supplies	4,264	3,611	11,449	5,743	10,000	10,000
5430	Bldg./Equip. Rep. & Maint.	69,532	79,752	92,442	85,764	100,000	100,000
5451	Custodial Supplies	0	0	650	1,025	700	700
5480	Gas & Oil	2,527	2,027	1,603	2,124	2,100	2,100
5481	Purchase Fuel	608,462	549,005	455,032	603,137	700,000	700,000
5494	Purchase Ice	2,010	2,377	2,633	1,863	2,750	2,750
5700	Other Charges/Expenses	29,085	28,438	34,152	41,346	20,000	20,000
5731	Dues/Meeting Expense	0	0	0	119	500	500
5743	Insurance	73,003	36,895	7,060	51,903	46,000	46,000
5800	Capital Outlay	139,047	514,702	504,592	61,875	92,500	92,500
5988	Petty Cash	1,057	590	434	536	500	500
	Bond Payment - Actual				153,025	149,351	149,351
OPERATING SUBTOTAL		1,001,815	1,356,480	1,229,465	1,103,867	1,193,001	1,193,001

DEPARTMENT: 632 - Marina
TOC

ACCT #	ACCOUNT NAME	ACTUAL FY12	ACTUAL FY13	ACTUAL FY14	ACTUAL FY15	ACTUAL FY16	ACTUAL FY17	ACTUAL FY18
4670	Annual - Pleasure	305,966	296,584	306,230	380,543	373,668	428,622	419,592
4671	Transient - Pleasure	144,330	140,847	136,708	150,201	186,406	213,249	222,904
4672	Ramp - Seasonal	26,800	23,300	23,700	22,600	21,600	21,150	20,850
4673	Ramp - Daily	28,760	27,900	26,690	25,800	32,110	34,710	42,859
4674	Winter Storage - Marina	48,680	46,320	43,360	48,875	48,645	50,554	59,308
4675	Utilities Charges	21,217	22,038	30,046	33,066	21,601	17,389	28,090
4676	Fuel	1,043,023	869,740	882,123	804,382	797,553	647,725	773,548
4677	Ice	3,910	3,540	3,474	3,376	3,806	4,588	4,038
4678	Oil	759	564	588	391	330	315	480
4689	Off Season Slip Rental	11,999	14,201	7,788	12,425	19,839	16,321	143
4690	Annual - Commercial	62,030	60,830	60,060	57,203	81,688	88,000	78,288
4691	Transient - Commercial	15,725	6,050	14,250	13,072	10,238	9,321	6,314
4692	Monthly - Commercial	2,780	6,255	840	5,000	3,110	4,310	6,430
4693	Daily - Commercial	0	690	423	4,819	5,191	0	0
4821	Interest	2,203	1,157	1,161	1,371	2,136	1,497	1,097
4840	Other Misc. Revenue	2,676	2,165	10,430	19,203	20,744	13,691	16,106
4951	Insurance Reimburse.				8,483	0	0	0

ANNUAL REVENUE (less Town Winter Storage)	1,720,858	1,522,181	1,547,871	1,590,810	1,628,665	1,551,442	1,680,047
REVOLVING FUND (from prior fiscal year)	616,610	1,022,124	757,467	690,988	843,339	1,024,648	1,128,734
TOTAL REVENUE	2,337,468	2,544,305	2,305,338	2,281,798	2,472,004	2,576,090	2,808,781
OPER. EXPENSES	1,315,344	1,786,838	1,614,350	1,438,459	1,447,356	1,447,356	1,616,813
NET BALANCE	1,022,124	757,467	690,988	843,339	1,024,648	1,128,734	1,191,968

[TOC](#)**MARINA****ENTERPRISE FUND BALANCES AT BEGINNING OF FISCAL YEAR PER DOR**

	ENT. FUND BAL.	DIFFERENCE FROM PRIOR FY
July 1, 2017	404,226	
July 1, 2018	543,753	139,527

DEPARTMENT: 650 - DPW - Parks Division

TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
PERSONNEL SUBTOTAL (Form 2)	0	0	0	0	0	0
OPERATING SUBTOTAL (Form 3)	35,830	45,659	45,413	45,413	50,850	50,850
TOTAL DEPARTMENT BUDGET (Form 2 + Form 3)	35,830	45,659	45,413	45,413	50,850	50,850
Less Cemetery Fund Transfer	-22,000	-22,000	-25,000	-25,000	-25,000	-25,000
NET APPROPRIATION	13,830	23,659	20,413	20,413	25,850	25,850

Department Revenue from Prior Fiscal Year: 0

DEPARTMENT: 650 - DPW - Parks Division
TOC

(SEE BUDGET 420 - FORM 2)

PERSONNEL SUBTOTAL

0

0

DEPARTMENT: 650 - DPW - Parks Division
TOC

ACCT #	ACCOUNT NAME	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20
5247	Equipment Maintenance	18,507	11,584	7,081	6,363	6,650	6,650
5275	Equipment Hire	2,963	12,647	11,500	11,687	11,500	11,500
5365	Tree Warden Program	862	16,090	14,762	20,386	20,000	20,000
5400	Supplies	12,242	1,692	4,146	4,289	4,700	4,700
5463	Plants, Trees, Shrubs	1,256	1,646	6,037	5,609	6,000	6,000
5582	Uniforms	0	1,100	987	1,100	1,100	1,100
5583	Clothing Allowance	0	900	900	450	900	900
OPERATING SUBTOTAL		35,830	45,659	45,413	49,884	50,850	50,850

DEPARTMENT: 671 - Hoxie House / Grist Mill
TOC

	EXPEND FY15	EXPEND FY16	EXPEND FY17	EXPEND FY18	APPROP FY19	REQUEST FY20	
PRIOR YEAR DEFICIT:	0	0	0	0	0	0	
PERSONNEL:							
Position	Name						
Hoxie House	Wages	11,914	15,673	12,881	17,346	18,000	27,000
Grist Mill	Wages	16,290	23,417	17,174	21,592	22,000	38,000
PERSONNEL SUBTOTAL	28,204	39,090	30,055	38,938	40,000	65,000	
OPERATING EXPENSES:							
Acct #	Account Name						
5400	Supplies	3,728	13,175	8,117	10,627	13,000	16,000
OPERATING SUBTOTAL	3,728	13,175	8,117	10,627	13,000	16,000	
TOTAL DEPT. BUDGET & DEFICIT	31,932	52,265	38,172	49,565	53,000	81,000	
Less Income Transfer at ATM	-33,000	-33,000	-33,000	-27,500	-27,500	-27,500	
Carryover from Prior FY's Budget	-10,000	0	0	0	0	0	
NET APPROPRIATION	-11,068	19,265	5,172	22,065	25,500	53,500	

NOTE: The actual expenditures for FY'15 are accurate and the offsets for income transfer and carryover from the prior year are what the budget for that fiscal year was based on. The net appropriation balance for FY'15 reflects the full offsets as if they were fully used.

DEPARTMENT: 693 - Memorial Day
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

PERSONNEL SUBTOTAL 0 0 0 0 0 0

OPERATING EXPENSES:

Acct # Account Name

5700	Memor. Day Expenses	1,200	1,200	1,182	1,200	1,200	1,200
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OPERATING SUBTOTAL 1,200 1,200 1,182 1,200 1,200 1,200

TOTAL DEPARTMENT BUDGET 1,200 1,200 1,182 1,200 1,200 1,200

DEPARTMENT: 694 - Historic District Committee
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

Night Clerical	M. Raymond	1,523	1,500	1,753	1,997	2,000	2,000
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PERSONNEL SUBTOTAL 1,523 1,500 1,753 1,997 2,000 2,000

OPERATING EXPENSES:

Acct # Account Name

5420	Office Supplies	1,977	1,750	3,247	2,791	2,800	2,800
5604	HD Regional Assessm't	9,500	9,750	9,750	9,950	9,950	9,950

OPERATING SUBTOTAL 11,477 11,500 12,997 12,741 12,750 12,750

TOTAL DEPARTMENT BUDGET 13,000 13,000 14,750 14,738 14,750 14,750

Department Revenue from Prior Fiscal Year:

5,460 (Permit, Application Fees)

DEPARTMENT: 940 - Town Insurance
TOC

EXPEND FY15 EXPEND FY16 EXPEND FY17 EXPEND FY18 APPROP FY19 REQUEST FY20

PERSONNEL:

Position Name

PERSONNEL SUBTOTAL 0 0 0 0 0 0

OPERATING EXPENSES:

Acct # Account Name

5175	Worker's Comp.			228,693	299,677	360,000	350,000
5176	Police & Fire Accident	54,586	66,412	60,708	65,489	90,000	100,000
5742	Property/Liability/Auto	705,955	667,013	562,599	552,591	600,000	675,000
5744	Deductions Not Covered	32,959	44,548	36,918	8,211	100,000	100,000

OPERATING SUBTOTAL 793,500 777,973 888,918 925,968 1,150,000 1,225,000

TOTAL DEPARTMENT BUDGET 793,500 777,973 888,918 925,968 1,150,000 1,225,000

5.0% =	1,207,500
7.5% =	1,236,250

PRIORITIZED LIST OF NEW POSITIONS & SERVICES
(Does Not Include Benefit Costs)

<u>Rank:</u>	<u>Budget - Description</u>	<u>Fiscal Year</u> <u>Funded</u>	<u>Amount:</u>
1.	175 - Assistant Town Planner	FY'15	45,000
2.	420 - (2) DPW Laborers & Reorganize Positions	FY'15	108,150
3.	410 - GIS Analyst / Engineering Assistant (Net of Existing P-T Clerk Position)	FY'15	31,150
4.	197 - Add'l. Funds to Cover IT Software Maintenance & Equipment Costs	FY'15	50,000
5.	610 - Reduce Library Dependence on Donation Funds & Weston Fund Uncertainties	FY'15	29,500
6.	210 - Police Detective	FY'16	65,500
7.	630 - Recreation Department Program Coordinator	FY'16	41,600
8.	541 - Increase Funded Hours of Council on Aging Drivers	FY'16	12,500
9.	171 - DNR Assistance & Conversion to F-T Animal Control Officer (\$50,000 Needed)	FY'15 - Partial	10,000
10.	210 - More Realistically Fund Police Department Overtime	FY'17	150,000
11.	220 - More Realistically Fund Fire Department Overtime	FY'17	50,000
12.	421 - More Realistically Fund DPW Snow & Ice Budget	FY'17	150,000
13.	420 - Add DPW Lease / Purchase of Capital Equipment Line Item to Operating Budget	FY'17	150,000
14.	190 - Add'l. Maintenance Specialist & Part-time Clerk & Custodian	FY'18	150,000
15.	197 - New IT Support Specialist (19 hr/wk)	FY'18	30,000

16.	197 - Add'l. IT Funding for Software Improvements & MS Hosting Office 365 & E-Mail	FY'19	75,000
17.	220 - Fully Cover (8) Federal SAFER Grant EMS / Fire Positions	FY'20	750,000
18.	420 - (1) Additional DPW Laborer	FY'20	50,000
19.	Various - Streamline Town Organizational Structure - Too Flat & Address Staff Shortfalls	None	260,000
20.	420 - (3) Additional DPW Laborers	None	150,000
21.	420 - DPW Additonal Operating Budget Funds for Road Infrastructure Improvements	None	300,000
22.	420 - DPW Additional Parks Staff & Funding for HTW School Fields	None	100,000
23.	630 & 171 - Reduce DNR & Recreation Dependence on Beach Parking Account	None	200,000

FY'20 BUDGET

NO.	DEPARTMENT	FY18 APPROP	FY19 APPROP	FY20 APPROP
114	Moderator	450	450	450
123	Selectmen/Manager	497,081	512,583	528,275
	Personnel Expenses	259,426	247,271	500,000
131	Finance Committee	3,400	3,400	3,400
135	Accounting	208,269	216,347	222,536
141	Assessing	385,229	377,372	393,191
145	Treasurer	225,081	231,977	232,302
146	Tax Collector	202,711	210,855	212,154
147	Tax Title	35,000	35,000	35,000
151	Legal	300,000	300,000	300,000
152	Human Resources	181,656	186,761	179,354
161	Town Clerk	182,361	188,406	192,156
162	Elect. & Registration	50,250	60,750	49,750
171	Natural Resources	281,237	287,093	303,947
175	Planning & Development	218,160	225,857	230,213
190	Facilities Management	599,440	613,232	642,552
195	Town Reports	11,000	11,000	11,000
196	Bind Records	6,000	7,000	7,000
197	Info. Technology	574,902	656,517	663,873
	Total 100s	4,221,653	4,371,871	4,707,153
210	Police Department	4,479,098	4,567,104	4,531,631
220	Fire Department	3,409,792	3,701,971	3,722,482
241	Inspections	278,281	293,402	300,370
244	Sealer of Weights & Measures	200	200	200
291	Emergency Management	11,500	17,500	17,500
294	Forest Warden	1,500	1,500	1,500
297	Bourne Shellfish	4,000	4,000	4,000
299	Greenhead Fly	2,000	2,000	2,500
	Total 200s	8,186,371	8,587,677	8,580,183
300	School Department	32,578,784	33,273,259	34,182,048
313	UCCRVTs	2,157,422	2,288,389	2,460,018
	Total 300s	34,736,206	35,561,648	36,642,066
410	DPW - Engineering	201,142	207,514	227,086
420	DPW	1,722,366	1,750,218	1,831,091
421	Snow & Ice	400,000	400,000	400,000
424	Streetlights	25,000	25,000	25,000
	Total 400s	2,348,508	2,382,732	2,483,177

510	Health Department	199,288	208,531	214,641
522	Nursing Department	144,468	151,925	165,329
540	Social Services	35,000	35,000	35,000
541	Senior & Community Services	236,711	241,427	231,800
543	Veterans	73,000	73,320	88,320
Total 500s		688,467	710,203	735,090

610	Library	998,332	997,589	991,645
630	Recreation	170,252	190,533	229,684
650	DPW - Parks	25,850	25,850	25,850
671	Hoxie / Grist Mill	25,500	25,500	53,500
693	Memorial Day	1,200	1,200	1,200
694	Historic District	14,750	14,750	14,750
Total 600s		1,235,884	1,255,422	1,316,629

Operating Budget Subtotal: 51,417,089 52,869,553 54,464,298

135	Sanitation, Marina & SHGC Indirect Costs Transfers	45,000
171	Waterways Fund Transfer	7,500
220	Ambulance Fund Transfer	1,500,000
630	Beach & Recreation Account Transfers (incl. Sandy Neck)	291,955
650	Cemetery Trust Fund Transfer	25,000
671	Hoxie House / Grist Mill Transfer	27,500

Inter-Fund Transfers Subtotal: 1,896,955

132	Reserve Fund	500,000
710	Borrowing Expenses	75,000
750	Debt	2,771,137
910	Group Health Insurance	11,800,000
912	Medicare	650,000
940	Property & Liability Insurance	1,236,250
941	Unemployment Account	100,000
941	OPEB Trust Fund	100,000
950	Retirement Assessment	3,997,234

Other Budget Accounts Subtotal: 21,229,621

FY'20 BUDGET TOTAL: 77,590,874