

FY21 Revenue Budget

REVENUES	FY20	FY21	REVISED FY21
TAXATION (RE/PP):			
Tax Levy	23,278,922	24,085,895	24,085,895
Prop 2-1/2 Allowable Increase	581,973	602,147	602,147
Excess Levy Reserve	(755)	(1,325)	(1,418)
New Growth	225,000	225,000	225,000
Capital Exclusion	0	0	0
Debt Exclusion	499,551	422,426	422,426
CHERRY SHEET-STATE AID:			
Chapter 70-State Education Aid	10,549,514	10,616,544	10,038,849
Charter Tuition Reimbursement	28,093	68,667	68,667
Unrestricted General Government Aid (aka Lottery)	2,183,504	2,244,642	1,746,803
Other Non-Offset State Aid	193,481	214,669	214,669
Other Offset State Aid	67,272	77,074	77,074
MSBA Reimbursement	404,404	404,404	404,404
LOCAL REVENUE:			
Local Estimated Receipts	2,750,000	2,896,500	2,845,000
Sewer Indirect Costs	48,450	31,000	31,000
TOTAL REVENUE	40,809,409	41,887,643	40,760,516
EXPENDITURES			
OTHER NON-SCHOOL EARMARKED EXPENSES:			
Other Non-Offset State Aid(State Earmarked)	193,481	214,669	214,669
Capital Exclusion			
Debt Exclusion	499,551	422,426	422,426
MSBA Reimbursement	404,404	404,404	404,404
Total Non-School Earmarked Expenses:	1,097,436	1,041,499	1,041,499
NON-APPROPRIATED EXPENSES:			
Allowance for Abatements/Exemptions (Overlay)	300,000	300,000	300,000
Overlay Deficits of Prior Year			
Educational/Library Offsets	67,272	77,074	77,074
State & County Charges	153,058	151,394	151,394
School Choice Sending Tuition	549,502	470,792	470,792
Charter School Sending Tuition	381,862	481,955	481,955
Special Ed Assessment	20,875	20,875	20,875
Total Non-School Earmarked and Non-Appropriated Expenses	1,472,569	1,502,090	1,502,090
TOTAL AVAILABLE FOR OPERATIONS	38,239,404	39,344,054	38,216,927
School OPERATIONAL BUDGET:			
School Operating Budget	18,066,975	18,578,363	18,066,975
SWCRSD (Bay Path)	1,431,103	1,245,372	1,245,372
SWCRSD (Bay Path-Debt Assessment)	166,147	172,680	172,680
TOTAL SWCRSD (Bay Path Assessment including Debt)	1,597,250	1,418,052	1,418,052
Total School Operational Budget	19,664,225	19,996,415	19,485,027
OPEB Funding	10,000	55,000	55,000.00
Stabilization Funding	Free Cash	Free Cash	Free Cash
Capital Projects-Road Reconstruction	500,000	500,000	500,000
Capital Projects-Building Improvements Funds	Free Cash	Free Cash	Free Cash
Capital Project- Equipment/Improvements	0	-	-
Total Capital Projects, OPEB, and Stabilization	510,000	555,000	555,000
Amount Available for Non-School Operations	19,162,615	19,834,138	19,218,399
(including Other Non-School Earmarked)			
TOTAL EXPENDITURES	40,809,409	41,887,643	40,760,516

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
6% of Total Budget			GENERAL GOVERNMENT				
MODERATOR							
			SALARIES				
200	200	001-114-5100-000000	MODERATOR	200	200	200	
200	200		TOTAL SALARIES	200	200	200	-
			SERVICES & SUPPLIES				
-	800	001-114-5421-000000	TOWN MEETING SIGNS	800	800	800	
-	700	001-114-5423-000000	PROFESSIONAL TECHNOLOGY SERVICES TM	1,000	1,000	700	
72	115	001-114-5613-000000	EDUCATION & DUES	100	100	100	
72	1,615		TOTAL SERVICES & SUPPLIES	1,900	1,900	1,600	-
272	1,815		MODERATOR TOTAL	2,100	2,100	1,800	1,800 *
SELECTMEN							
			SALARIES				
4,000	8,000	001-122-5100-000000	BOARD OF SELECTMEN (4 @ 2,000)	8,000	8,000	4,000	
1,100	2,500	001-122-5100-000000	CHAIRMAN	2,500	2,500	1,500	
69,311	63,820	001-122-5201-000000	ADMINISTRATIVE ASSISTANT	-	-	-	
7,761	40,167	001-122-5301-000000	SENIOR CLERK	-	-	-	
82,172	114,487		TOTAL SALARIES	10,500	10,500	5,500	-
			SERVICES & SUPPLIES				
2,074	6,650	001-113-5611-000000	TOWN MEETING	3,000	3,000	3,000	
-	5,000	001-122-5423-000000	PROFESSIONAL SERVICES	20,000	20,000	20,000	
939	3,400	001-122-5501-000000	SUPPLIES & MISC	5,100	5,100	3,400	
1,000	3,500	001-122-5602-000000	TRAVEL	5,895	5,895	3,500	
114	300	001-122-5607-000000	ADVERTISING	650	650	650	
-	550	001-122-5613-000000	EDUCATION & DUES	3,300	3,300	550	
185	500	001-122-5615-000000	COMMENDATIONS	1,500	1,500	500	
2,416	2,000	001-195-5621-000000	TOWN REPORT	3,000	3,000	2,000	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
6,728	21,900		TOTAL SERVICES & SUPPLIES	42,445	42,445	33,600	-
-	-		<u>CAPITAL OUTLAY</u>	-	-	-	-
-	-	001-122-5845-000000	EQUIPMENT	-	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-	-
88,900	136,387		SELECTMEN TOTAL	52,945	52,945	39,100	39,100 *
TOWN MANAGER							
			<u>SALARIES</u>				
140,532	144,731	001-123-5101-000000	TOWN MANAGER	146,260	146,260	144,731	
-	80,275	001-123-5102-000000	ASSISTANT TOWN MANAGER	82,063	82,063	80,275	
-	-	001-123-5104-000000	EXECUTIVE ASSISTANTS	164,215	164,215	114,215	
55,441	57,292	001-123-5108-000000	ADMINISTRATIVE ASSISTANT	-	-	-	
3,720	-	001-123-5124-000000	CONTRACTUAL STIPENDS	4,000	4,000	4,000	
199,693	282,298		TOTAL SALARIES	396,538	396,538	343,221	-
			<u>SERVICES & SUPPLIES</u>				
1,012	25,000	001-123-5423-000000	PROFESSIONAL SERVICES	30,000	30,000	30,000	
2,276	3,460	001-123-5501-000000	SUPPLIES & MISC	5,960	5,960	3,500	
1,436	1,800	001-123-5602-000000	TRAVEL	5,000	5,000	2,000	
1,084	3,500	001-123-5607-000000	ADVERTISING	5,000	3,500	2,000	
3,615	6,250	001-123-5613-000000	EDUCATION & DUES	6,000	6,000	6,000	
9,423	40,010		TOTAL SERVICES & SUPPLIES	51,960	50,460	43,500	-
			<u>CAPITAL OUTLAY</u>	-	-	-	-
-	-	001-123-5845-000000	EQUIPMENT	-	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-	-
209,116	322,308		TOWN MANAGER TOTAL	448,498	446,998	386,721	386,721 *

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
FINANCE COMMITTEE							
<u>SALARIES</u>							
-	1,000	001-131-5301-000000	FINANCE COMMITTEE P.T. CLERK	1,000	1,000	1,000	
-	1,000		TOTAL SALARIES	1,000	1,000	1,000	-
<u>SERVICES & SUPPLIES</u>							
-	75	001-131-5607-000000	ADVERTISING	75	75	75	
210	225	001-131-5613-000000	EDUCATION & DUES	225	225	225	
-	100,000	001-131-5617-000000	RESERVE FUND	100,000	100,000	100,000	
210	100,300		TOTAL SERVICES & SUPPLIES	100,300	100,300	100,300	-
210	101,300		FINANCE COMMITTEE TOTAL	101,300	101,300	101,300	101,300 *
FINANCE DEPARTMENT							
<u>SALARIES</u>							
97,011	102,154	001-130-5101-00000	CHIEF FINANCIAL OFFICER	104,257	104,257	102,154	
<u>ASSESSING:</u>							
1,000	1,000	001-132-5100-000000	BOARD OF ASSESSORS	1,000	1,000	1,000	
78,804	81,275	001-132-5104-000000	ASSESSOR	86,105	86,105	81,275	
-	-	001-132-5108-000000	ASSISTANT ASSESSORS	104,959	104,959	104,000	
51,325	52,140	001-132-5108-000000	ASSESSING SENIOR CLERK	-	-	-	
44,985	45,905	001-132-5201-000000	DATA COLLECTIONS CLERK	-	-	-	
<u>TREASURY/COLLECTIONS:</u>							
83,959	100,280	001-133-5102-000000	TREASURER/COLLECTOR	71,016	71,016	71,016	
57,130	64,320	001-133-5104-000000	ASSISTANT TREASURER/COLLECTOR	58,890	49,425	49,425	
-	-	001-133-5108-000000	ADMINISTRATIVE ASSISTANT	46,639	46,639	-	
-	44,555	001-133-5201-000000	SENIOR CLERK	-	-	-	
<u>ACCOUNTING:</u>							
58,660	63,785	001-135-5104-000000	ASST TOWN ACCOUNTANT	62,320	62,320	62,320	
-	-	001-135-5108-000000	SENIOR ACCOUNTANT	25,272	25,272	21,765	
39,799	21,765	001-135-5201-000000	SENIOR CLERK	-	-	-	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
			INFORMATION TECHNOLOGY:				
81,387	52,911	001-154-5104-000000	IT DIRECTOR	-	-	-	
50,321	51,369	001-154-5108-000000	ASST IT DIRECTOR	-	-	-	
644,381	681,459		TOTAL SALARIES	560,458	550,993	492,955	-
			<u>SERVICES & SUPPLIES</u>				
			ASSESSING:				
3,800	3,900	001-132-5423-000000	MAP UPDATING	3,900	3,800	3,800	
-	11,900	001-132-5440-000000	FIELD APPRAISALS	17,850	17,850	15,000	
1,567	2,120	001-132-5501-000000	SUPPLIES & MISC	2,270	2,200	2,200	
60	200	001-132-5509-000000	ABSTRACTS & DEEDS	200	200	200	
-	275	001-132-5602-000000	TRAVEL	275	275	275	
314	675	001-132-5613-000000	EDUCATION & DUES	645	645	645	
			TREASURY/COLLECTIONS:				
38,119	40,100	001-133-5423-000000	PROFESSIONAL SERVICES	40,550	40,550	40,550	
200	1,225	001-133-5441-000000	BANKING FEES	1,225	1,225	1,225	
1,843	2,300	001-133-5501-000000	SUPPLIES & MISC	2,780	2,000	2,000	
-	400	001-133-5508-000000	SPECIAL FORMS	400	400	400	
218	243	001-133-5602-000000	TRAVEL	464	400	400	
315	1,740	001-133-5613-000000	EDUCATION & DUES	1,740	1,700	1,700	
999	2,200	001-133-5614-000000	BONDS	2,200	2,200	2,200	
14,235	30,000	001-133-5616-000000	TAX TITLE	53,750	35,000	15,000	
3,650	6,500	001-133-5618-000000	BOND FEES	55,000	6,500	6,500	
			ACCOUNTING:				
53,000	68,000	001-135-5438-000000	AUDIT/ACTUARIAL SERVICES	58,500	58,500	58,500	
738	500	001-135-5501-000000	SUPPLIES & MISC	1,000	500	500	
194	540	001-135-5602-000000	TRAVEL	540	500	500	
500	2,785	001-135-5613-000000	EDUCATION & DUES	3,000	2,500	2,500	
			INFORMATION TECHNOLOGY:				
-	-	001-154-5423-000000	PROFESSIONAL SERVICES	129,800	129,800	129,800	
45,822	34,532	001-154-5431-000000	EQUIPMENT MAINTENANCE	33,912	33,912	33,912	
5,087	11,000	001-154-5501-000000	SUPPLIES & MISC	6,000	6,000	6,000	

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20,924	45,000	001-154-5502-000000	HARDWARE	45,000	45,000	45,000	
346,959	215,000	001-154-5503-000000	SOFTWARE	231,301	231,301	231,301	
106	500	001-154-5602-000000	TRAVEL	-	-	-	
100	900	001-154-5613-000000	EDUCATION & DUES	-	-	-	
538,750	482,535		TOTAL SERVICES & SUPPLIES	692,302	622,958	600,108	-
			<u>CAPITAL OUTLAY</u>				
-	-	001-133-5840-00000	IMPROVEMENTS/REPAIRS-TREASURY/COLLECTIONS	-	-	-	-
-	-	001-133-5845-000000	EQUIPMENT-TREASURY/COLLECTIONS	1,600	-	-	-
-	-	001-154-5845-000000	MIS-EQUIPMENT	-	-	-	-
-	-		TOTAL CAPITAL OUTLAY	1,600	-	-	-
1,183,131	1,163,994		FINANCE DEPARTMENT TOTAL	1,254,360	1,173,951	1,093,063	1,093,063 *
LEGAL SERVICES							
			<u>SERVICES & SUPPLIES</u>				
61,572	100,000	001-151-5414-000000	LEGAL SERVICES	100,000	90,000	85,000	
61,572	100,000		TOTAL SERVICES & SUPPLIES	100,000	90,000	85,000	-
61,572	100,000		LEGAL SERVICE TOTAL	100,000	90,000	85,000	85,000 *
HUMAN RESOURCES/PERSONNEL BOARD							
			<u>SALARIES</u>				
65,894	75,000	001-134-5102-000000	HR SPECIALIST	81,053	81,053	81,053	
-	235	001-134-5108-000000	ADMINISTRATIVE ASSISTANT	21,016	21,016	21,016	
65,894	75,235		TOTAL SALARIES	102,069	102,069	102,069	-
			<u>SERVICES & SUPPLIES</u>				
2,363	2,000	001-134-5436-000000	PHYSICALS	3,500	3,500	3,500	
104	3,550	001-134-5501-000000	SUPPLIES AND MISC	2,500	2,500	2,500	
-	300	001-134-5602-000000	TRAVEL	500	500	500	
-	1,400	001-134-5613-000000	EDUCATION AND DUES	7,000	6,000	2,500	
2,467	7,250		TOTAL SERVICES & SUPPLIES	13,500	12,500	9,000	-

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
<u>CAPITAL OUTLAY</u>							
-	-	001-152-5845-000000	EQUIPMENT	-	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-	-
68,361	82,485		HUMAN RESOURCE/PERS BOARD TOTAL	115,569	114,569	111,069	111,069 *
TOWN CLERK							
<u>SALARIES</u>							
86,952	87,344	001-161-5101-000000	TOWN CLERK	93,996	93,996	87,344	
48,233	50,563	001-161-5108-000000	ASSISTANT TOWN CLERK	104,618	95,176	51,207	
33,316	36,425	001-161-5201-000000	SENIOR CLERK	-	-	10,000	
2,000	3,500	001-162-5100-000000	REGISTRARS	3,500	3,500	3,500	
19,295	20,000	001-162-5301-000000	ELECTION CLERKS	29,795	25,000	25,000	
189,796	197,832		TOTAL SALARIES	231,909	217,672	177,051	-
<u>SERVICES & SUPPLIES</u>							
1,125	1,125	001-161-5431-000000	EQUIPMENT MAINTENANCE	1,250	1,250	1,250	
6,616	8,200	001-161-5501-000000	SUPPLIES & MISC	10,760	8,500	8,500	
366	1,025	001-161-5602-000000	TRAVEL	1,116	1,000	1,000	
460	1,000	001-161-5613-000000	BONDS & EDUCATION	785	785	785	
2,922	4,000	001-162-5419-000000	OUTSIDE DETAIL FOR ELECTIONS	6,000	4,500	4,500	
1,395	1,200	001-162-5510-000000	ELECTION LUNCHES	1,950	1,500	1,500	
12,884	16,550		TOTAL SERVICES & SUPPLIES	21,861	17,535	17,535	-
202,680	214,382		TOWN CLERK TOTAL	253,770	235,207	194,586	194,586 *
LAND MANAGEMENT							
<u>SALARIES</u>							
50,732	57,038	001-170-5108-000000	LAND MANAGEMENT ADMINISTRATIVE ASSISTANTS	82,035	82,035	80,000	
-	40,000	001-175-5101-000000	PLANNING & ECONOMIC DEVELOPMENT DIRECTOR	81,924	82,000	94,000	
50,117	53,517	001-175-5104-000000	PLANNING ASSISTANT	57,790	54,009	53,517	
30,677	101,080	001-241-5102-000000	BUILDING COMMISSIONER/INSPECTOR	85,525	85,525	65,000	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
1,500	1,500	001-510-5100-000000	BOARD OF HEALTH	1,500	1,500	1,500	
25,159	43,402	001-510-5102-000000	BOH INSPECTOR	70,016	70,016	70,016	
158,185	296,537		TOTAL SALARIES	378,790	375,085	364,033	-
			<u>SERVICES & SUPPLIES</u>				
33,632	28,800	001-170-5423-000000	PROFESSIONAL SERVICES	20,780	18,000	18,000	
830	1,808	001-170-5501-000000	SUPPLIES & MISC	1,310	1,000	1,000	
2,107	2,150	001-170-5602-000000	TRAVEL	2,150	250	250	
809	500	001-170-5607-000000	ADVERTISING	700	700	700	
839	1,170	001-170-5613-000000	EDUCATION & DUES	1,345	1,300	1,300	
38,217	34,428		TOTAL SERVICES & SUPPLIES	26,285	21,250	21,250	-
196,402	330,965		TOTAL LAND MANAGEMENT	405,075	396,335	385,283	-
(160,000)	(240,000)		LESS APPLIED INCOMES	(270,000)	(270,000)	(240,000)	
36,402	90,965		LAND MANAGEMENT TOTAL	135,075	126,335	145,283	145,283 *
MEMORIAL HALL							
			<u>SALARIES</u>				
-	5,000	001-192-5130-000000	OVERTIME/ADDT'L HOURS	5,000	5,000	5,000	
-	5,000		TOTAL SALARIES	5,000	5,000	5,000	-
			<u>SERVICES & SUPPLIES</u>				
26,085	24,000	001-192-5403-000000	ELECTRICITY	24,504	24,000	24,000	
285	544	001-192-5405-000000	WATER/SEWER	400	400	400	
6,664	6,500	001-192-5426-000000	FUEL (HEATING & GENERATOR)	6,640	6,500	6,500	
518	5,082	001-192-5431-000000	EQUIPMENT MAINTENANCE	4,118	4,118	4,118	
14,596	15,000	001-192-5501-000000	SUPPLIES & MISC	17,000	17,000	17,000	
28,096	30,000	001-192-5504-000000	POSTAGE RELATED	30,205	30,000	30,000	
76,244	81,126		TOTAL SERVICES & SUPPLIES	82,868	82,018	82,018	-
76,244	86,126		MEMORIAL HALL TOTAL	87,868	87,018	87,018	87,018 *
1,926,888	2,299,762		GENERAL GOVERNMENT TOTAL	2,551,485	2,430,423	2,244,940	2,244,940

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
10% of Total Budget			PUBLIC SAFETY				
POLICE							
SALARIES							
123,875	124,970	001-210-5101-000000	CHIEF	135,000	135,000	135,000	
97,483	102,800	001-210-5102-000000	LIEUTENANT	105,388	105,388	105,388	
299,342	292,820	001-210-5111-000000	SERGEANTS	369,393	369,393	369,393	
1,082,583	1,157,019	001-210-5112-000000	PATROL OFFICERS	1,117,440	1,117,440	1,117,440	
198,334	267,327	001-210-5116-000000	DISPATCHERS	267,327	267,327	267,327	
63,362	40,000	001-210-5118-000000	PART-TIME INTERMITTENTS	40,000	40,000	40,000	
19,483	22,000	001-210-5119-000000	PART-TIME DISPATCHERS	22,000	22,000	22,000	
5,100	5,736	001-210-5124-000000	DISTPATCHER STIPENDS	5,736	5,736	5,736	
96,535	110,000	001-210-5130-000000	OVERTIME	110,000	110,000	110,000	
43,378	36,634	001-210-5131-000000	DISPATCHERS' O.T./HOLIDAYS	40,000	40,000	40,000	
19,800	20,000	001-210-5140-000000	FITNESS	20,000	20,000	20,000	
39,970	68,162	001-210-5141-000000	HOLIDAY	68,162	68,162	68,162	
7,881	12,000	001-210-5142-000000	COURT	12,000	12,000	12,000	
-	9,600	001-210-5145-000000	LONGEVITY	9,600	9,600	9,600	
60,303	62,940	001-210-5201-000000	ADMINISTRATIVE ASSISTANT	65,427	65,427	65,427	
4,875	14,868	001-210-5301-000000	PT CLERICAL	15,817	15,817	15,817	
2,162,304	2,346,876		TOTAL SALARIES	2,403,290	2,403,290	2,403,290	-
SERVICES & SUPPLIES							
35,486	36,000	001-210-5403-000000	ELECRICITY	42,000	36,000	36,000	
2,924	3,000	001-210-5405-000000	WATER/SEWER	3,400	3,000	3,000	
10,936	8,900	001-210-5426-000000	FUEL (HEATING & GENERATOR)	8,900	8,900	8,900	
17,642	2,000	001-210-5429-000000	VEHICLE MAINTENANCE	3,000	2,000	2,000	
2,957	-	001-210-5431-000000	RADIO/EQUIPMENT MAINTENANCE	4,000	3,000	3,000	
4,583	2,000	001-210-5436-000000	PHYSICALS	2,000	2,000	2,000	
16,684	14,000	001-210-5501-000000	SUPPLIES & MISC	16,000	14,000	14,000	
27,503	27,000	001-210-5512-000000	UNIFORMS	27,000	27,000	27,000	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
558	600	001-210-5514-000000	PRISONERS FOOD	600	600	600	
5,365	4,890	001-210-5606-000000	DUES	4,890	4,890	4,890	
4,837	8,000	001-210-5613-000000	EDUCATION	8,000	8,000	8,000	
11,045	5,000	001-210-5701-000000	TRAINING	5,000	5,000	5,000	
140,520	111,390		TOTAL SERVICES & SUPPLIES	124,790	114,390	114,390	-
			<u>CAPITAL OUTLAY</u>				
-	-	001-210-5840-000000	IMPROVEMENTS & REPAIRS	-	-		-
124,674	100,000	001-210-5845-000000	EQUIPMENT/CRUISERS	110,000	110,000	55,000	
124,674	100,000		TOTAL CAPITAL OUTLAY	110,000	110,000	55,000	-
2,427,498	2,558,266		POLICE TOTAL	2,638,080	2,627,680	2,572,680	2,572,680 *
EMS/FIRE							
			<u>SALARIES</u>				
97,673	115,000	001-230-5101-000000	CHIEF	124,121	124,121	124,121	
10,489	83,128	001-230-5102-000000	DEPUTY CHIEF	93,912	93,912	93,912	
3,445	3,389	001-230-5104-000000	ALS COORDINATOR STIPEND	3,389	3,389	3,389	
74,619	81,931	001-230-5108-000000	CAPTAIN/PARAMEDICS	83,562	83,562	83,562	
198,678	222,603	001-230-5111-000000	LIEUTENANT/PARAMEDIC	235,821	235,821	235,821	
220,849	315,186	001-230-5112-000000	FF/PARAMEDIC	407,105	407,105	407,105	
62,943	71,498	001-230-5113-000000	EMS/FIRE-BASIC/CAPTAIN	72,937	72,937	72,937	
116,528	180,291	001-230-5114-000000	FF/ADVANCED	135,608	135,608	135,608	
140,196	113,213	001-230-5115-000000	FF/BASICS	196,606	145,000	145,000	
88,904	60,000	001-230-5120-000000	PART TIME FIRE/EMS	80,000	80,000	80,000	
6,095	3,389	001-230-5124-000000	FIRE STIPENDS	3,389	3,389	3,389	
165,839	75,000	001-230-5130-000000	OVERTIME	75,000	75,000	75,000	
9,600	12,000	001-230-5140-000000	FITNESS	12,000	12,000	12,000	
14,381	35,000	001-230-5141-000000	HOLIDAY	43,650	40,000	40,145	
55,412	56,187	001-230-5201-000000	ADMINISTRATIVE ASSISTANT	56,709	56,709	41,995	
25	8,500	001-230-5301-000000	PT CLERICAL	-	-	-	
1,265,676	1,436,315		TOTAL SALARIES	1,623,809	1,568,553	1,553,984	-

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
			<u>SERVICES & SUPPLIES</u>				
19,583	16,500	001-230-5403-000000	ELECTRICITY	16,500	16,500	16,500	
866	1,000	001-230-5405-000000	WATER/SEWER	1,000	1,000	1,000	
7,087	5,000	001-230-5412-000000	RADIO REPAIR	5,000	5,000	5,000	
-	5,200	001-230-5423-000000	MEDICAL DIRECTION	5,200	5,200	5,200	
10,578	12,500	001-230-5426-000000	FUEL (HEATING & GENERATOR)	12,500	12,500	12,500	
2,792	4,000	001-230-5428-000000	CUSTODIAL SERVICES	5,400	4,000	4,000	
6,617	6,700	001-230-5430-000000	BIO-MEDICAL MAINTENANCE	9,450	9,450	9,450	
95,919	38,000	001-230-5431-000000	EQUIPMENT MAINTENANCE	38,000	38,000	30,000	
-	-	001-230-5434-000000	EQUIPMENT RENTAL	10,000	10,000	10,000	
3,105	5,100	001-230-5435-000000	AERIAL & LADDER INSPECTIONS	7,921	7,921	7,921	
3,280	2,750	001-230-5436-000000	PHYSICALS/PHYSICAL ABILITIES TESTS	2,750	2,750	2,750	
36,309	35,000	001-230-5437-000000	AMBULANCE BILLING	35,000	35,000	35,000	
5,313	5,000	001-230-5445-000000	CMED RADIO	5,325	5,325	5,325	
6,912	4,000	001-230-5501-000000	SUPPLIES & MISC	4,700	4,700	4,000	
18,478	17,500	001-230-5512-000000	UNIFORMS	19,500	19,500	19,300	
290	300	001-230-5515-000000	FOOD AT INCIDENTS	300	300	300	
490	700	001-230-5516-000000	OXYGEN	700	700	700	
31,876	35,000	001-230-5517-000000	MEDICAL SUPPLIES	35,000	35,000	35,000	
11,410	11,200	001-230-5518-000000	PROTECTIVE CLOTHING	11,200	11,200	11,200	
7,644	6,500	001-230-5519-000000	SAFETY & SURVIVAL EQUIPMENT	7,500	6,500	6,100	
11,594	7,500	001-230-5613-000000	TRAINING, EDUCATION & DUES	7,500	7,500	7,500	
-	1,500	001-230-5622-000000	TUITION REIMBURSEMENT	1,500	1,500	1,500	
2,925	1,800	001-230-5624-000000	INSPECTIONS	1,800	1,800	1,800	
508	1,000	001-230-5625-000000	EXPLORER PROGRAM	1,000	1,000	1,000	
263,993	223,750		TOTAL SERVICES & SUPPLIES	244,746	242,346	233,046	-
			<u>CAPITAL OUTLAY</u>				
19,879	-	001-230-5840-000000	IMPROVEMENTS & REPAIRS	-	-	-	-
-	20,000	001-230-5845-000000	SPECIALTY TEAM EQUIPMENT	20,000	20,000	10,000	
19,879	20,000		TOTAL CAPITAL OUTLAY	20,000	20,000	10,000	-

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
1,549,548	1,680,065		TOTAL EMS/FIRE	1,888,555	1,830,899	1,797,030	-
(660,000)	(695,000)		LESS APPLIED INCOME	(695,000)	(760,000)	(760,000)	
889,548	985,065		EMS/FIRE TOTAL	1,193,555	1,070,899	1,037,030	1,037,030 *
EMERGENCY OPERATIONS CENTER(EOC)							
<u>SALARIES</u>							
-	-	001-231-5102-000000	SECTION CHIEFS/OFFICERS	3,389	3,389	3,389	-
-	-		TOTAL SALARIES	3,389	3,389	3,389	-
<u>SERVICES & SUPPLIES</u>							
-	500	001-231-5515-000000	FOOD FOR INCIDENTS	500	500	500	
236	500	001-231-5500-000000	EMD-SUPPLIES & MISC	500	500	500	
-	-	001-231-5613-000000	TRAINING AND EDUCATION	-	-	-	-
236	1,000		TOTAL SERVICES & SUPPLIES	1,000	1,000	1,000	-
<u>CAPITAL OUTLAY</u>							
-	-	001-231-5845-000000	EQUIPMENT	-	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-	-
236	1,000		EOC TOTAL	4,389	4,389	4,389	4,389 *
ANIMAL CONTROL							
<u>SALARIES</u>							
41,450	41,053	001-292-5112-000000	ANIMAL CONTROL OFFICER	53,433	53,433	52,500	
3,622	6,577	001-292-5108-000000	ASSISTANT ANIMAL CONTROL OFFICER	14,297	14,297	14,000	
1,460	2,500	001-292-5301-000000	ANIMAL CONTROL CLERICAL SUPPORT	2,500	2,500	1,500	
46,532	50,130		TOTAL SALARIES	70,230	70,230	68,000	-
<u>SERVICES & SUPPLIES</u>							
1,998	3,600	001-292-5403-000000	ELECTRIC	3,600	3,600	3,600	
280	260	001-292-5405-000000	WATER/SEWER	300	300	300	
3,017	-	001-292-5419-000000	VETERINARY SERVICES	-	-	-	
228	1,500	001-292-5423-000000	PROFESSIONAL SERVICES	1,500	1,500	1,500	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
1,926	1,050	001-292-5426-000000	FUEL (HEATING & GENERATOR)	2,000	2,000	2,000	
622	-	001-292-5429-000000	VEHICLE MAINTENANCE	-	-	-	
1,621	1,700	001-292-5500-000000	SUPPLIES & MISC	1,700	1,700	1,700	
-	-	001-292-5501-000000	LICENSING EXPENSES	-	-	-	
300	300	001-292-5512-000000	UNIFORMS	300	300	300	
98	1,350	001-292-5701-000000	TRAINING	1,350	1,350	1,350	
10,090	9,760		TOTAL SERVICES & SUPPLIES	10,750	10,750	10,750	-
			<u>CAPITAL OUTLAY</u>				
-	-	001-292-5845-000000	EQUIPMENT	-	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-	-
56,622	59,890		ANIMAL CONTROL TOTAL	80,980	80,980	78,750	78,750 *
3,373,904	3,604,221		PUBLIC SAFETY TOTAL	3,917,004	3,783,948	3,692,849	3,692,849

SALARIES

75,081	70,097	001-419-5102-000000	FACILITIES SUPERINTENDENT	74,727	74,727	74,727
119,515	172,353	001-419-5104-000000	TECHNICIANS	172,354	172,354	172,354
65,869	78,956	001-419-5110-000000	CUSTODIANS	119,662	119,662	88,165
3,369	10,000	001-419-5130-000000	OVERTIME	10,000	10,000	10,000
27,200	32,786	001-419-5201-000000	SENIOR CLERK	33,353	33,353	32,682
Administration:						
96,828	103,800	001-421-5101-000000	DIRECTOR	107,909	107,909	103,800
78,979	84,280	001-421-5102-000000	FACILITIES DIRECTOR	89,401	89,401	89,401
86,542	83,838	001-421-5104-000000	OPERATIONS MANAGER	86,907	86,907	86,907

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
45,104	57,688	001-421-5105-000000	CIVIL ENGINEER	79,545	79,545	77,854	
49,888	49,163	001-421-5108-000000	ADMINISTRATIVE ASSISTANT	49,601	49,601	41,995	
-	35,075	001-421-5301-000000	JUNIOR CLERK	32,155	32,155	32,155	
3,746	11,900	001-421-5130-000000	EMERGENCY OVERTIME	12,920	12,920	11,900	
			Highway:				
69,376	69,203	001-422-5106-000000	WORKING FOREMAN	72,913	72,913	72,913	
237,692	240,014	001-422-5125-000000	HEAVY EQUIPMENT	249,125	249,125	249,125	
17,580	12,225	001-422-5301-000000	PART TIME	7,200	7,200	7,200	
			Snow and Ice:				
102,930	125,000	001-423-5131-000000	WINTER OVERTIME	159,600	159,600	140,000	
2,634	20,000	001-423-5301-000000	PART TIME	5,280	5,280	5,280	
			Fleet Maintenance:				
78,158	78,085	001-427-5104-000000	FLEET SUPERINTENDENT	80,484	80,484	80,484	
64,339	63,820	001-427-5108-000000	ASSISTANT MECHANIC	67,991	67,991	67,991	
6,411	-	001-427-5126-000000	MECHANIC I	44,862	44,862	-	-
			Cemetery, Parks, Recreation & Grounds				
1,250	1,500	001-429-5100-000000	CEMETERY COMMISSIONERS	1,500	1,500	1,500	
67,466	65,886	001-429-5104-000000	CEMETERY/GROUNDS SUPERINTENDENT	71,140	71,140	71,140	
69,466	68,846	001-429-5106-000000	TREE WARDEN	71,140	71,140	71,140	
225,791	240,738	001-429-5126-000000	LIGHT EQUIPMENT	256,780	256,780	256,780	
4,457	8,400	001-429-5130-000000	PARKS & CEMETERY OVERTIME	10,640	10,640	8,400	
36,111	66,441	001-429-5301-000000	PART TIME	33,600	33,600	33,600	
			Conservation:				
58,404	61,397	001-492-5127-000000	CONSERVATION/GIS TECHNICIAN	66,635	66,635	61,397	
1,694,186	1,911,491		TOTAL SALARIES	2,067,424	2,067,424	1,948,890	-
			<u>SERVICES & SUPPLIES</u>				
			Facilities Maintenance:				
194,443	135,000	001-419-5400-000000	PURCHASE OF SERVICE	184,040	145,000	145,000	
203	360	001-419-5405-000000	WATER/SEWER	360	360	360	
-	15,000	001-419-5407-000000	RUBBISH REMOVAL	-	-	-	
-	25,000	001-419-5423-000000	PROFESSIONAL SERVICES	25,000	25,000	25,000	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
2,242	3,000	001-419-5426-000000	FUEL (HEATING & GENERATOR)	2,860	2,860	2,860	
10,321	28,000	001-419-5428-000000	CUSTODIAL SUPPLIES & SERVICES	28,800	28,000	28,000	
-	5,000	001-419-5431-000000	EQUIPMENT MAINTENANCE	5,000	5,000	5,000	
53,698	67,180	001-419-5500-000000	SUPPLIES AND MISCELLANEOUS	87,180	70,000	67,180	
766	-	001-419-5700-000000	OTHER EXPENSES	-	-	-	
			Administration:				
128,697	30,000	001-421-5403-000000	ELECTRICITY	50,000	30,000	30,000	
1,500	1,600	001-421-5405-000000	WATER/SEWER	1,800	1,600	1,600	
5,134	-	001-421-5412-000000	RADIO REPAIRS	7,500	5,000	5,000	
11,651	12,280	001-421-5426-000000	FUEL (HEATING & GENERATOR)	11,745	11,500	11,500	
39,085	60,000	001-421-5427-000000	PROFESSIONAL SERVICES/STORMWATER MGMT	100,000	75,000	75,000	
1,908	1,500	001-421-5428-000000	CLEANING/CUSTODIAL SERVICE	1,500	1,500	1,500	
10,471	7,500	001-421-5462-000000	TRAFFIC/AUX LIGHTS O/M	10,000	7,500	7,500	
8,580	5,268	001-421-5501-000000	SUPPLIES & MATERIALS	13,480	6,000	6,000	
21,587	20,000	001-421-5512-000000	UNIFORMS/SAFETY PROGRAM	21,250	20,000	20,000	
2,459	3,500	001-421-5701-000000	TRAINING/DEVELOPMENT	5,250	3,500	3,500	
			Highway:				
48,678	54,500	001-422-5434-000000	HIGHWAY EQUIPMENT RENTAL	58,000	55,000	45,000	
4,545	7,500	001-422-5501-000000	SUPPLIES & MATERIALS	5,000	5,000	5,000	
52,926	60,000	001-422-5522-000000	ROAD MAINTENANCE	125,000	70,000	70,000	
			Snow and Ice:				
51,237	69,000	001-423-5424-000000	CONTRACT SNOWPLOWING/REMOVAL	63,440	63,440	63,440	
194,947	205,000	001-423-5536-000000	WINTER MAINTENANCE	184,000	184,000	184,000	
			Fleet Maintenance:				
126,560	125,000	001-427-5433-000000	GENERAL FLEET MAINTENANCE	153,169	130,000	130,000	
785	4,000	001-427-5465-000000	SWEEPER MAINTENANCE/BROOM REFILLS	4,000	3,000	3,000	
3,194	5,500	001-427-5466-000000	FLUIDS/OILS/LUBRICANTS	12,390	5,500	5,500	
5,329	6,500	001-427-5506-000000	TOOLS/EQUIPMENT	6,700	6,500	6,500	
			Cemetery/Grounds:				
-	500	001-429-5405-000000	WATER	1,000	500	500	
5,098	1,500	001-429-5434-000000	CEMETERY/GROUNDS EQUIPMENT RENTAL	1,500	1,500	1,500	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
742	1,500	001-429-5454-000000	FLAGS, MARKERS, WREATHS (for Veterans)	1,500	1,500	1,500	
8,139	9,500	001-429-5501-000000	SUPPLIES & MATERIALS	10,000	9,500	9,500	
-	750	001-429-5527-000000	FERTILIZER, SEEDS, & FLOWERS	750	750	750	
4,867	10,500	001-429-5545-000000	ORDINARY MAINTENANCE	10,600	10,000	10,000	
			Parks/Recreation & Grounds Maintenance:				
4,994	6,000	001-433-5405-000000	RECREATION WATER/SEWER	8,500	6,000	6,000	
1,686	3,000	001-433-5423-000000	PROFESSIONAL SERVICES	3,280	3,000	3,000	
26,800	50,000	001-433-5449-000000	CONTRACT TREE CARE	94,000	55,000	50,000	
1,498	1,500	001-433-5450-000000	TREE REPLACEMENT	5,000	1,500	1,500	
15,010	5,000	001-433-5501-000000	SUPPLIES & MATERIALS	5,000	5,000	5,000	
340	10,800	001-433-5526-000000	DOWNTOWN BEAUTIFICATION	10,000	10,000	10,000	
25,016	16,000	001-433-5527-000000	RECREATION - FERTILIZER, SEEDS & FLOWERS	16,000	16,000	16,000	
9,492	9,700	001-433-5537-000000	LANDFILL MAINTENANCE	9,800	9,800	9,800	
17,853	40,000	001-433-5545-000000	ORDINARY MAINTENANCE	115,240	40,000	40,000	
			Conservation:				
3,160	4,000	001-492-5423-000000	DE-WEEDING PROGRAM	5,000	4,000	4,000	
490	400	001-492-5501-000000	SUPPLIES & MATERIALS	1,400	500	500	
54	100	001-492-5602-000000	TRAVEL	100	100	100	
1,052	1,400	001-492-5613-00000	EDUCATION & DUES	1,400	1,000	1,000	
1,107,237	1,129,338		TOTAL SERVICES & SUPPLIES	1,467,534	1,135,910	1,118,090	-
			<u>CAPITAL OUTLAY</u>				
			Facilities Maintenance:				
-	-	001-421-5840-000000	DPW IMPROVEMENTS & REPAIRS	20,000	-	-	-
748	-	001-421-5845-000000	DPW EQUIPMENT	20,000	-	-	-
748	-		TOTAL CAPITAL OUTLAY	40,000	-	-	-
2,802,171	3,040,829		DEPARTMENT OF PUBLIC WORKS TOTAL	3,574,958	3,203,334	3,066,980	3,066,980 *

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
MUNICIPAL UTILITIES							
			<u>SERVICES & SUPPLIES</u>				
130,750	100,000	001-499-5404-000000	TELECOMMUNICATIONS	100,000	100,000	100,000	
93,793	150,000	001-499-5513-000000	MUNICIPAL FUEL	159,040	155,000	140,000	
142,980	165,000	001-499-5528-000000	HYDRANTS	165,000	165,000	165,000	
367,523	415,000		TOTAL SERVICES & SUPPLIES	424,040	420,000	405,000	-
			<u>CAPITAL OUTLAY</u>				
-	-	001-499-5845-000000	EQUIPMENT	10,000	-	-	-
-	-		TOTAL CAPITAL OUTLAY	10,000	-	-	-
367,523	415,000		MUNICIPAL UTILITIES TOTAL	434,040	420,000	405,000	405,000 *
3,169,694	3,455,829		PUBLIC WORKS TOTAL	4,008,998	3,623,334	3,471,980	3,471,980

1% of Total Budget

HUMAN SERVICES

COUNCIL ON AGING							
			<u>SALARIES</u>				
35,224	40,554	001-541-5101-000000	DIRECTOR	41,008	41,008	41,008	
-	-	001-541-5XXX-000000	ASSISTANT DIRECTOR	12,000	41,000	41,000	
-	13,632	001-541-5301-000000	CLERICAL SUPPORT	14,469	-	-	
12,896	16,045	001-541-5307-000000	OUT-REACH WORKER	16,286	-	16,045	
36,006	40,425	001-541-5309-000000	VAN DRIVERS	42,408	42,409	40,425	
84,126	110,656		TOTAL SALARIES	126,171	124,417	138,478	-
			<u>SERVICES & SUPPLIES</u>				
7,326	8,280	001-541-5403-000000	ELECTRICITY	8,200	8,200	8,200	
297	350	001-541-5405-000000	WATER/SEWER	350	350	350	
3,599	3,200	001-541-5426-000000	FUEL (HEATING & GENERATOR)	3,600	3,600	3,600	
991	1,500	001-541-5429-000000	VAN MAINTENANCE	1,200	1,200	1,200	
-	500	001-541-5447-000000	PROGRAMS & WORKSHOPS	-	-	-	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
1,564	5,100	001-541-5501-000000	SUPPLIES & MISC	14,480	5,100	5,100	
108	100	001-541-5602-000000	TRAVEL	100	100	100	
-	-	001-541-5613-000000	EDUCATION	625	-	-	
13,885	19,030		TOTAL SERVICES & SUPPLIES	28,555	18,550	18,550	-
			<u>CAPITAL OUTLAY</u>				
-	-	001-541-5840-000000	IMPROVEMENTS & REPAIRS	-	-	-	-
-	-	001-541-5845-000000	EQUIPMENT	-	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-	-
98,011	129,686		TOTAL COUNCIL ON AGING	154,726	142,967	157,028	-
	(15,000)		LESS APPLIED INCOME	(15,000)	(15,000)	(15,000)	
98,011	114,686		COUNCIL ON AGING TOTAL	139,726	127,967	142,028	142,028 *
VETERANS' SERVICES							
			<u>SALARIES</u>				
3,946	24,349	001-543-5102-000000	AGENT	30,575	30,575	24,349	
3,946	24,349		TOTAL SALARIES	30,575	30,575	24,349	-
			<u>SERVICES & SUPPLIES</u>				
-	-	001-543-5423-000000	PROFESSIONAL SERVICES	8,000	8,000	8,000	
149,778	169,750	001-543-5425-000000	BENEFITS	201,200	201,200	175,000	
32	100	001-543-5501-000000	SUPPLIES & MISC	100	100	100	
115	300	001-543-5613-000000	EDUCATION & DUES	600	600	600	
149,925	170,150		TOTAL SERVICES & SUPPLIES	209,900	209,900	183,700	-
153,871	194,499		VETERANS' SERVICES TOTAL	240,475	240,475	208,049	208,049 *
251,882	309,185		HUMAN SERVICES TOTAL	380,201	368,442	350,077	350,077

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
2% of Total Budget			CULTURE AND RECREATION				
LIBRARY							
SALARIES							
70,204	75,000	001-610-5101-000000	LIBRARIAN	76,042	76,042	75,000	
40,583	42,354	001-610-5102-000000	ASSISTANT DIRECTOR	44,528	44,528	42,354	
75,180	83,791	001-610-5104-000000	LIBRARIANS	86,792	86,792	47,557	
73,316	75,895	001-610-5201-000000	ADULT CIRCULATION CLERKS	79,164	79,164	40,040	
22,969	26,860	001-610-5301-000000	P.T.CIRCULATION CLERKS	28,621	28,621	46,750	
34,477	39,105	001-610-5307-000000	PART-TIME PAGES	41,076	41,076	-	
316,729	343,005		TOTAL SALARIES	356,223	356,223	251,701	-
SERVICES & SUPPLIES							
32,075	25,000	001-610-5403-000000	ELECTRICITY	20,000	20,000	20,000	
836	600	001-610-5404-000000	TELECOMMUNICATIONS/ALARM	800	800	800	
1,756	1,800	001-610-5405-000000	WATER/SEWER	1,800	1,800	1,800	
3,792	2,000	001-610-5422-000000	PROGRAMMING SUPPLIES	2,500	2,500	2,500	
9,919	9,000	001-610-5426-000000	FUEL (HEATING & GENERATOR)	10,000	10,000	10,000	
801	900	001-610-5431-000000	EQUIPMENT MAINTENANCE	850	850	850	
5,279	4,800	001-610-5447-000000	LIBRARY CULTURAL PROGRAMMING	6,300	5,500	5,500	
790	1,000	001-610-5449-000000	LANDSCAPING	1,000	1,000	1,000	
312	500	001-610-5452-000000	MUSEUM	500	500	500	
4,758	3,000	001-610-5501-000000	SUPPLIES & MISC.	3,500	3,000	3,000	
-	23,375	001-610-5503-000000	SERVICES/SOFTWARE (CW MARS)	25,297	25,297	25,297	
4,716	4,000	001-610-5529-000000	PERIODICALS	4,000	4,000	4,000	
15,211	14,000	001-610-5530-000000	A/V & RECORDS	15,000	14,000	15,000	
45,732	57,000	001-610-5531-000000	BOOKS	57,000	57,000	57,000	
7,681	4,800	001-610-5533-000000	REFERENCE MATERIALS	5,000	5,000	5,000	
375	500	001-610-5602-000000	TRAVEL	500	500	500	
764	750	001-610-5613-000000	EDUCATION & DUES	750	750	750	
134,797	153,025		TOTAL SERVICES & SUPPLIES	154,797	152,497	153,497	-
451,526	496,030		LIBRARY TOTAL	511,020	508,720	405,198	405,198 *

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
COMMUNITY CENTER							
			<u>SALARIES</u>				
36,638	40,554	001-640-5101-000000	DIRECTOR OF COMMUNITY PROGRAMS	41,008	41,008	41,008	
44,684	50,478	001-640-5104-000000	PROGRAM MANAGER	56,016	51,263	26,000	
4,216	8,666	001-640-5201-000000	PART-TIME SENIOR STAFF	8,794	8,794	-	
50,212	70,000	001-640-5301-000000	PART-TIME EVENING AND SEASONAL STAFF	83,999	76,859	35,000	
19,867	23,000	001-640-5310-000000	LIFEGUARDS	30,096	25,000	-	
155,617	192,698		TOTAL SALARIES	219,913	202,924	102,008	
			<u>SERVICES & SUPPLIES</u>				
70,309	56,000	001-640-5403-000000	ELECTRIC	80,000	48,000	48,000	
2,036	1,200	001-640-5404-000000	ALARM SERVICE	2,500	2,500	2,500	
14,064	15,000	001-640-5405-000000	WATER/SEWER	15,000	15,000	15,000	
61,096	50,000	001-640-5426-000000	FUEL(HEATING & GENERATOR)	56,000	50,000	50,000	
34,362	31,300	001-640-5447-000000	PROGRAMS	40,600	35,000	35,000	
9,885	12,838	001-640-5501-000000	SUPPLIES & MISC	18,900	13,000	13,000	
191,752	166,338		TOTAL SERVICES & SUPPLIES	213,000	163,500	163,500	-
			<u>CAPITAL OUTLAY</u>				
-	-	001-640-5840-000000	IMPROVEMENTS & REPAIRS	-	-	-	-
-	-		TOTAL CAPITAL OUTLAY	-	-	-	-
347,369	359,036		COMMUNITY CENTER TOTAL	432,913	366,424	265,508	265,508 *
HISTORICAL COMMISSION							
			<u>SALARIES</u>				
534	450	001-691-5301-000000	CLERK	1,014	1,014	1,014	
534	450		TOTAL SALARIES	1,014	1,014	1,014	-
			<u>SERVICES & SUPPLIES</u>				
-	100	001-691-5501-000000	SUPPLIES & MISC	100	100	100	
149	140	001-691-5613-000000	EDUCATION & DUES	150	150	150	
149	240		TOTAL SERVICES & SUPPLIES	250	250	250	-
683	690		HISTORICAL COMMISSION TOTAL	1,264	1,264	1,264	1,264 *

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
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FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
CELEBRATIONS							
			SERVICES & SUPPLIES				
2,042	1,500	001-692-5453-000000	VETERANS DAY	2,000	2,000	2,000	
1,536	1,500	001-692-5454-000000	FLAGS (Street)	2,000	2,000	2,000	
2,502	1,500	001-692-5455-000000	CHRISTMAS/BANDSTAND	2,000	2,000	2,000	
2,275	2,900	001-692-5456-000000	MEMORIAL DAY	3,000	3,000	3,000	
-	-	001-692-xxxx-000000	TENTATIVE NEW CELEBRATION	-	-		
8,355	7,400		TOTAL SERVICES & SUPPLIES	9,000	9,000	9,000	-
8,355	7,400		CELEBRATIONS TOTAL	9,000	9,000	9,000	9,000 *
807,933	863,156		CULTURE AND RECREATION TOTAL	954,197	885,408	680,970	680,970
3% of Total Budget DEBT SERVICE							
DEBT FINANCING							
840,000	865,000	001-710-5910-000000	MATURING DEBT	820,000	820,000	820,000	
298,236	266,968	001-751-5915-000000	LONG TERM INTEREST	235,193	235,193	235,193	
136,700	166,300	001-751-5920-000000	SHORT TERM DEBT	256,300	256,300	256,300	
23,374	65,000	001-752-5925-000000	SHORT TERM INTEREST	65,000	65,000	65,000	
1,298,310	1,363,268		TOTAL DEBT FINANCING	1,376,493	1,376,493	1,376,493	1,376,493 *
1,298,310	1,363,268		DEBT SERVICE TOTAL	1,376,493	1,376,493	1,376,493	1,376,493
18% of Total Budget EMPLOYEE BENEFITS							
RETIREMENT & INSURANCE							
1,908,644	2,019,052	001-911-5174-000000	RETIREMENT	2,229,090	2,229,090	2,229,090	
52,363	120,000	001-913-5170-000000	UNEMPLOYMENT EXPENSE	100,000	80,000	115,000	
4,033,488	4,326,142	001-914-5173-000000	GROUP HEALTH INSURANCE	4,330,000	4,330,000	4,330,000	
1,086	2,000	001-915-5173-000000	GROUP LIFE INSURANCE	2,000	2,000	2,000	
296,374	325,000	001-916-5175-000000	GROUP FICA	325,000	325,000	325,000	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
395,255	475,000	001-945-5623-000000	GENERAL INSURANCE	475,000	400,000	400,000	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
6,687,210	7,267,194		RETIREMENT & INSURANCE TOTAL	7,461,090	7,366,090	7,401,090	7,401,090 *
6,687,210	7,267,194		EMPLOYEE BENEFITS TOTAL	7,461,090	7,366,090	7,401,090	7,401,090
SEWER							
SEWER ENTERPRISE							
<u>SALARIES</u>							
8,601	9,539	690-449-5104-000000	FOREMAN/MAINTAINER	10,115	10,115	10,115	
8,601	9,539		TOTAL SALARIES	10,115	10,115	10,115	-
<u>SERVICES & SUPPLIES</u>							
6,370	9,500	690-449-5400-000000	CONTRACT OPERATIONS (ON-CALL)	9,500	9,500	9,500	
14,487	11,500	690-449-5403-000000	ELECTRIC SERVICE	14,000	14,000	14,000	
2,408	2,220	690-449-5404-000000	TELECOMMUNICATIONS	2,500	2,500	2,500	
938	800	690-449-5405-000000	WATER SERVICE	800	800	800	
78,454	30,000	690-449-5423-000000	PROFESSIONAL SERVICES	28,000	28,000	28,000	
66	500	690-449-5426-000000	FUEL(GENERATORS)	500	500	500	
-	1,500	690-449-5434-000000	EQUIPMENT RENTAL	1,500	1,500	1,500	
221,698	220,203	690-449-5463-000000	INTERMUNICIPAL FEES	244,576	244,575	244,575	
15,960	21,800	690-449-5464-000000	METERING SERVICE	15,960	15,960	15,960	
1,464	3,000	690-449-5501-000000	SUPPLIES & MISC	3,000	3,000	3,000	
-	753	690-449-5502-000000	HARDWARE	500	-	-	
5,026	2,500	690-449-5503-000000	SOFTWARE	-	-	-	
-	900	690-449-5504-000000	POSTAGE	1,000	1,000	1,000	
-	1,400	690-449-5508-000000	SPECIAL FORMS	6,000	6,000	6,000	
2,056	9,000	690-449-5538-000000	PIPELINE MAINTENANCE	9,000	9,000	9,000	
15,815	22,000	690-449-5539-000000	PUMPING STATION EQUIPMENT MAINTENANCE	25,000	25,000	25,000	

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
43,642	38,642	690-449-5910-000000	MATURING DEBT	38,642	38,642	38,642	
16,415	15,332	690-449-5915-000000	LONG TERM INTEREST	14,087	14,087	14,087	
11,522	48,450	690-449-5961-000000	INDIRECT EXPENSES	31,000	31,000	31,000	
436,321	440,000		TOTAL SERVICES & SUPPLIES	445,564	445,064	445,064	-
			<u>CAPITAL OUTLAY</u>				
154	5,000	690-449-5840-000000	IMPROVEMENTS & REPAIRS	6,304	6,304	6,304	
14,536	35,611	690-449-5845-000000	EQUIPMENT	37,032	37,532	37,532	
14,690	40,611		TOTAL CAPITAL OUTLAY	43,336	43,836	43,836	-
459,612	490,150		TOTAL SEWER ENTERPRISE	499,015	499,015	499,015	-
(489,708)	(490,150)		LESS APPLIED INCOME	(499,015)	(499,015)	(499,015)	
(30,096)	-		SEWER ENTERPRISE TOTAL	-	-	-	- *

WATER

WATER ENTERPRISE							
			Debt Service:				
76,358	76,358	692-450-5910-000000	MATURING DEBT	76,358	76,358	76,358	
28,163	26,295	692-450-5915-000000	LONG TERM INTEREST	23,891	23,891	23,891	
104,521	102,653		TOTAL SERVICES & SUPPLIES	100,249	100,249	100,249	-
104,521	102,653		TOTAL WATER ENTERPRISE	100,249	100,249	100,249	-
(104,521)	(102,653)		LESS APPLIED INCOME	(100,249)	(100,249)	(100,249)	
-	-		WATER ENTERPRISE TOTAL	-	-	-	- *

50% of Total Budget

EDUCATION

SCHOOL DEPARTMENT							
17,466,871	18,066,975	001-3xx-5xxx-xxxxxx	GENERAL OPERATING BUDGET*	18,578,363	18,578,363	18,066,975	
			*Includes Salaries of School Committee Members 1 chariman @ \$750, 4 Members @ \$650				
17,466,871	18,066,975		SCHOOL DEPARTMENT TOTAL	18,578,363	18,578,363	18,066,975	18,066,975 *
1,597,250	1,597,250	001-399-5446-000000	SWCRVSD(BAY PATH)	1,418,052	1,418,052	1,418,052	1,418,052 *

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
19,064,121	19,664,225		<i>EDUCATION TOTAL</i>	19,996,415	19,996,415	19,485,027	19,485,027

FY19 ACTUAL	FY20 VOTED	ACCOUNT NUMBER	TOWN OF OXFORD FISCAL 2021	FY21 DEPT REQUEST	MANAGER RECOMMEND	MANAGER REVISED	FINCOM APPROVED
<u>BUDGET SUMMARY</u>							
1,926,888	2,299,762	6%	TOTAL GENERAL GOVERNMENT	2,551,485	2,430,423	2,244,940	2,244,940
3,373,904	3,604,221	10%	TOTAL PUBLIC SAFETY	3,917,004	3,783,948	3,692,849	3,692,849
3,169,694	3,455,829	9%	TOTAL PUBLIC WORKS	4,008,998	3,623,334	3,471,980	3,471,980
251,882	309,185	1%	TOTAL HUMAN SERVICES	380,201	368,442	350,077	350,077
807,933	863,156	2%	TOTAL CULTURE AND RECREATION	954,197	885,408	680,970	680,970
1,298,310	1,363,268	3%	TOTAL DEBT SERVICE	1,376,493	1,376,493	1,376,493	1,376,493
6,687,210	7,267,194	18%	TOTAL EMPLOYEE BENEFITS	7,461,090	7,366,090	7,401,090	7,401,090
17,515,821	19,162,615			SUB-TOTAL	20,649,467	19,834,138	19,218,399
(30,096)	-		TOTAL SEWER ENTERPRISE	-	-	-	-
-	-		TOTAL WATER ENTERPRISE	-	-	-	-
19,064,121	19,664,225	50%	TOTAL EDUCATION	19,996,415	19,996,415	19,485,027	19,485,027
36,549,846	38,826,840			GRAND TOTAL	40,645,882	38,703,426	38,703,426

Amount from Revenue Budget (Non-School Operations)	19,218,399
Amount from Expenditure Budget (Non-School Operations)	19,218,399
Difference	0

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
SALARIES									
200	200	001-114-5100-000000	MODERATOR SALARIES				200	200	200
			Description	Quantity	Cost Per Item	Total Cost			
			Annual Stipend	1	\$200.00	200			
200	200		Total Salaries				200	200	200
SERVICES & SUPPLIES									
-	800	001-114-5421-000000	TOWN MEETING SIGNS				800	800	800
			Description	Quantity	Cost Per Item	Total Cost			
			Signs promoting Town Meeting	1	\$800.00	800			
-	700	001-114-5423-000000	PROFESSIONAL TECHNOLOGY SERVICES				1,000	1,000	700
			Description	Quantity	Cost Per Item	Total Cost			
			Bass DJ-Audio/Visual Services for Town Meeting	1	\$1,000.00	1,000			
72	115	001-114-5613-000000	EDUCATION & DUES				100	100	100
			Description	Quantity	Cost Per Item	Total Cost			
			Massachusetts Moderator Association-Annual Membership Dues	1	\$100.00	100			
			Massachusetts Moderator Association-Fall Conference						
72	1,615		Total Service & Supplies				1,900	1,900	1,600
272	1,815		Total Moderator				2,100	2,100	1,800

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
5,100	10,500	001-122-5100-000000	BOARD OF SELECTMEN	10,500	10,500	5,500
			Description	Quantity	Cost Per Item	Total Cost
			1 Chair @ \$2,500 annually	1	\$2,500.00	2,500
			4 Members @ \$2,000 annually	4	\$2,000.00	8,000
69,311	63,820	001-122-5201-000000	ADMINISTRATIVE ASSISTANT	-		
			Description	Quantity	Cost Per Item	Total Cost
			1 Full Time Administrative Assistant to BOS and Town Manager	1		-
						Move to Town Manager Budget
7,761	40,167	001-122-5301-000000	SENIOR CLERK	-		
			Description	Quantity	Cost Per Item	Total Cost
			1 Senior Clerk (35 hours/week)	1		-
						Move to Town Manager Budget
82,172	114,487		Total Salaries	10,500	10,500	5,500
2,074	6,650	001-113-5611-000000	SERVICES & SUPPLIES TOWN MEETING	3,000	3,000	3,000
			Description	Quantity	Cost Per Item	Total Cost
			Town Meeting Materials	1	3,000	3,000
-	5,000	001-122-5423-000000	PROFESSIONAL SERVICES	20,000	20,000	20,000
			Description	Quantity	Cost Per Item	Total Cost
			Misc. Professional Services	1	20,000	20,000
939	3,400	001-122-5501-000000	SUPPLIES & MISC	5,100	5,100	3,400
			Description	Quantity	Cost Per Item	Total Cost
			Supplies & Misc	1	5,100	5,100
1,000	3,500	001-122-5602-000000	TRAVEL	5,895	5,895	3,500
			Description	Quantity	Cost Per Item	Total Cost
			Mileage Reimbursement, Tolls, Parking	1	1,100	1,100
			MMA Conference	1	4,795	4,795
114	300	001-122-5607-000000	ADVERTISING	650	650	650
			Description	Quantity	Cost Per Item	Total Cost
			Public Notices and Hearings	1	300	300
			One Year Newspaper Subscription	1	350	350
-	550	001-122-5613-000000	EDUCATION & DUES	3,300	3,300	550
			Description	Quantity	Cost Per Item	Total Cost
			Worcester County Selectmen's Association Annual Dues	1	50	50
			MMA Dues	1	3,250	3,250
185	500	001-122-5615-000000	COMMENDATIONS	1,500	1,500	500
			Description	Quantity	Cost Per Item	Total Cost
			Commendations	10	150	1,500
2,416	2,000	001-195-5621-000000	TOWN REPORT	3,000	3,000	2,000
			Description	Quantity	Cost Per Item	Total Cost
			Town Report Publication Cost	500	6	3,000
6,728	21,900		Total Service & Supplies	42,445	42,445	33,600
-		001-122-5845-000000	CAPITAL OUTLAY EQUIPMENT	-	-	
			Description	Quantity	Cost Per Item	Total Cost

-	-	Total Capital Outlay	-	-	
88,900	136,387	Total Selectmen	52,945	52,945	39,100

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
TOWN MANAGER									
140,532	144,731	001-123-5101-000000					146,260	146,260	144,731
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Town Manager-per Contract	1	\$146,260.00	146,260			
-	80,275	001-123-51xx-000000	ASSISTANT TOWN MANAGER				82,063	82,063	80,275
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Assistant Town Manager	1	\$82,063.00	82,063			
-	-	001-123-5104-000000	EXECUTIVE ASSISTANTS				164,215	164,215	114,215
			Description	Quantity	Cost Per Item	Total Cost			
			3.0 FTE Executive Assistants	1	\$164,215.00	164,215			
55,441	57,292	001-123-5108-000000	ADMINISTRATIVE ASSISTANT				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Administrative Assistant	1	\$0.00	-			
3,720	-	001-123-5124-000000	CONTRACTUAL STIPENDS				4,000	4,000	4,000
			Description	Quantity	Cost Per Item	Total Cost			
			Contractual Stipends - Town Manager	1	\$4,000.00	4,000			
199,693	282,298		Total Salaries				396,538	396,538	343,221
SERVICES & SUPPLIES									
1,012	25,000	001-123-5423-000000	PROFESSIONAL SERVICES				30,000	30,000	30,000
			Description	Quantity	Cost Per Item	Total Cost			
			Professional Services (Engineer, Architect, Testing, etc)	1	30,000	30,000			
2,276	3,460	001-123-5501-000000	SUPPLIES & MISC				5,960	5,960	3,500
			Description	Quantity	Cost Per Item	Total Cost			
			Cell phone Reimbursement	12	80	960			
			Supplies & Misc	1	5,000	5,000			
1,436	1,800	001-123-5602-000000	TRAVEL				5,000	5,000	2,000
			Description	Quantity	Cost Per Item	Total Cost			
			ICMA Conference	1	4,000	4,000			
			Mileage Reimbursement, Tolls, Parking, etc	1	1,000	1,000			
1,084	3,500	001-123-5607-000000	ADVERTISING				5,000	3,500	2,000
			Description	Quantity	Cost Per Item	Total Cost			
			Community Communications & Announcements	1	5,000	5,000			
3,615	6,250	001-123-5613-000000	EDUCATION & DUES				6,000	6,000	6,000
			Description	Quantity	Cost Per Item	Total Cost			
			ICMA Annual Dues & Conference Fees	1	2,000	2,000			
			IG-Procurement Conference/Training	1	1,500	1,500			
			MMA Conference	1	2,500	2,500			
9,423	40,010		Total Service & Supplies				51,960	50,460	43,500
CAPITAL OUTLAY									
-	-	001-123-5840-000000	IMPROVEMENTS & REPAIRS				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
			New Carpet for TM Admin Asst Office Area			-			
-	-		Total Capital Outlay				-	-	
209,116	322,308		Total Town Manager				448,498	446,998	386,721

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
-	1,000	001-131-5301-000000	FINANCE COMMITTEE				1,000	1,000	1,000
			Description	Quantity	Cost Per Item	Total Cost			
			Stipend/Part Time Clerical Support Staff/Stipend	1	\$1,000.00	1,000			
	1,000		Total Salaries				1,000	1,000	1,000
-	75	001-131-5607-000000	SERVICES & SUPPLIES				75	75	75
			ADVERTISING						
			Description	Quantity	Cost Per Item	Total Cost			
			Telegram-Capital Program Public Hearing	1		75			
210	225	001-131-5613-000000	EDUCATION & DUES				225	225	225
			Description	Quantity	Cost Per Item	Total Cost			
			Association of Town Finance Committee Annual Dues	1	\$225.00	225			
-	100,000	001-131-5617-000000	RESERVE FUND				100,000	100,000	100,000
			Reserve Fund	1	\$100,000.00	100,000			
210	100,300		Total Service & Supplies				100,300	100,300	100,300
210	101,300		Total Finance Committee				101,300	101,300	101,300

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
FINANCE DEPARTMENT SALARIES									
ASSESSING:									
1,000	1,000	001-132-5100-000000	BOARD OF ASSESSORS				1,000	1,000	1,000
			Description	Quantity	Cost Per Item	Total Cost			
			2 Members of the Board of Assessors-semi annual stipends			1,000			
78,804	81,275	001-132-5104-000000	ASSESSOR				86,105	86,105	81,275
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time Assessor			86,105			
-	-	001-132-5108-000000	ASSISTANT ASSESSOR				104,959	104,959	104,000
			Description	Quantity	Cost Per Item	Total Cost			
			2 Full Time Assistant Assessors			104,959			
51,325	52,140	001-132-5108-000000	ASSESSING SENIOR CLERK				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time Senior Clerk			-			
44,985	45,905	001-132-5201-000000	DATA COLLECTIONS CLERK				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time Senior Clerk			-			
176,114	180,320		Total Salaries				192,064	192,064	186,275
SERVICES & SUPPLIES									
ASSESSING									
3,800	3,900	001-132-5423-000000	MAP UPDATING				3,900	3,800	3,800
			Description	Quantity	Cost Per Item	Total Cost			
			Cartographic Associates-Updates to Digitized Maps	1	\$3,900.00	3,900			
-	11,900	001-132-5440-000000	FIELD APPRAISALS				17,850	17,850	15,000
			Description	Quantity	Cost Per Item	Total Cost			
			RRC-Consulting for Commercial, Industrial, and Personal Property	1.5	\$11,900.00	17,850			
1,567	2,120	001-132-5501-000000	SUPPLIES & MISC				2,270	2,200	2,200
			Description	Quantity	Cost Per Item	Total Cost			
			Marshall and Swift-Appraisal Valuation Annual Subscription-Residential	1	470	470			
			Marshall and Swift-Appraisal Valuation Annual Subscription-Commercial and Industrial	1	800	800			
			Inform Business Systems-Special Forms-Exemptions/Abatements Mailer Forms	1	200	200			
			Pre Printed Envelopes	3	150	450			
			Other Miscellaneous Supplies	1	250	250			
			Classification Hearing Notice in Telegram	1	100	100			
60	200	001-132-5509-000000	ABSTRACTS & DEEDS				200	200	200
			Description	Quantity	Cost Per Item	Total Cost			
			Commonwealth of MA-Abstracts and Deeds	1	\$200.00	200			
-	275	001-132-5602-000000	TRAVEL				275	275	275
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage Reimbursement	500	\$0.55	275			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
314	675	001-132-5613-000000	EDUCATION & DUES				645	645	645
			Description	Quantity	Cost Per Item	Total Cost			
			MAAO Annual Dues	1	\$20.00	20			
			IAAO Annual Dues	1	\$210.00	210			
			WCAAO Annual Dues	1	\$40.00	40			
			WCAAO Conference and Training	5	\$75.00	375			
5,741	19,070		Total Service & Supplies				25,140	24,970	22,120
			CAPITAL OUTLAY						
		- 001-132-5840-000000	IMPROVEMENTS/REPAIRS-TRESURY/COLLECTIONS				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
				0	\$0.00	-			
		- 001-132-5845-000000	EQUIPMENT-TREASURY/COLLECTIONS				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
				0	\$0.00	-			
-	-		Total Capital Outlay				-	-	
181,855	199,390		Total Finance Department-ASSESSING				217,204	217,034	208,395

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
FINANCE DEPARTMENT SALARIES						
TREASURY/COLLECTIONS:						
83,959	100,280	001-133-5102-000000	TREASURER/COLLECTOR	71,016	71,016	71,016
			Description	Quantity	Cost Per Item	Total Cost
			Full Time Treasurer/Collector			71,016
57,130	64,320	001-133-5104-000000	ASSISTANT TREASURER/COLLECTOR	58,890	49,425	49,425
			Description	Quantity	Cost Per Item	Total Cost
			Full Time Assistant			58,890
-	-	001-133-5108-000000	Administrative Assistant	46,639	46,639	-
			Description	Quantity	Cost Per Item	Total Cost
			Full Time Administrative Assistant - 37.5 hrs			43,739
			Additional Hours up to 40			2,900
-	44,555	001-133-5108-000000	SENIOR CLERK	-	-	-
			Description	Quantity	Cost Per Item	Total Cost
			Full Time Senior Clerk (40 hrs)			-
141,089	209,155		Total Salaries	176,545	167,080	120,441
SERVICES & SUPPLIES						
TREASURY/COLLECTIONS:						
38,119	40,100	001-133-5423-000000	PROFESSIONAL SERVICES	40,550	40,550	40,550
			Description	Quantity	Cost Per Item	Total Cost
			Kelley Ryan - Bill Printing RE PP	18,000	\$0.30	5,400
			Payroll Service and Employee Portal - Harpers	1	\$35,000.00	35,000
			Parking Tickets- Kelley Ryan	100	\$1.50	150
200	1,225	001-133-5441-000000	BANKING FEES	1,225	1,225	1,225
			Description	Quantity	Cost Per Item	Total Cost
			Veribanc	1	\$225.00	225
			Unibank Financial Advisory Services	1	\$1,000.00	1,000
			Bank Depository Service Fees			-
1,843	2,300	001-133-5501-000000	SUPPLIES & MISC	2,780	2,000	2,000
			Description	Quantity	Cost Per Item	Total Cost
			Rubber Stamps	4	\$70.00	280
			WB Mason-Other Misc Supplies(Pre-printed Envelopes, Report Covers, P-Touch, etc)	1	\$2,000.00	2,000
			Banking Supplies (Coin Rolls, Bank Bags, Deposit Tickets)	1	\$500.00	500
-	400	001-133-5508-000000	SPECIAL FORMS	400	400	400
			Description	Quantity	Cost Per Item	Total Cost
			Sundry Forms (Perforated Paper)	1	\$100.00	100
			Partial Paymet Receipts	1	\$200.00	200
			Treasurer Turnovers	1	\$100.00	100
218	243	001-133-5602-000000	TRAVEL	464	400	400
			Description	Quantity	Cost Per Item	Total Cost
			Unibank	100	\$0.58	58
			Umass-Amherst (2 Attendees)	550	\$0.58	319
			WRRS & Other MCTA meetings (2 attendees)	150	\$0.58	87

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
315	1,740	001-133-5613-000000	EDUCATION & DUES	1,740	1,700	1,700
			Description	Quantity	Cost Per Item	Total Cost
			MCTA Annual Dues (Treasurer/Collector & Assistant)	2	\$100.00	200
			WCCTA Annual Dues (Treasurer/Collector)	1	\$25.00	25
			WCCTA Annual Dues (Assistant Treasurer/Collector)	1	\$15.00	15
			MCTA-Umass Amherst Training/Lodging	2	\$750.00	1,500
999	2,200	001-133-5614-000000	SURETY BONDS/INSURANCE	2,200	2,200	2,200
			Description	Quantity	Cost Per Item	Total Cost
			Traveler's-Treasurer/Collector Bond	1	\$700.00	700
			Traveler's-Assistant Treasurer/Collector Bond	1	\$500.00	500
			Traveler's-Cyber Fraud Insurance Protection	1	\$1,000.00	1,000
14,235	30,000	001-133-5616-000000	TAX TITLE	53,750	35,000	15,000
			Description	Quantity	Cost Per Item	Total Cost
			Louison, Costello, Condon-Tax Title Attorneys	200	\$130.00	26,000
			Commonwealth of MA-Tax Title Recording and Redemption Fees	100	\$105.00	10,500
			Stonebridge Press-Tax Taking Ad	1	\$3,000.00	3,000
			Land Court Filing Fees	20	\$515.00	10,300
			Recording Fees for Deeds	10	\$155.00	1,550
			Land Court Recording Fees	20	\$105.00	2,100
			Constable Fees	10	\$30.00	300
3,650	6,500	001-133-5618-000000	BOND FEES	55,000	6,500	6,500
			Description	Quantity	Cost Per Item	Total Cost
			US Bank, Moody's, Locke & Lorde, Unibank Fiscal Advisory Fees	1	\$55,000.00	55,000
			*Long term costs sometimes included in bid with premium			
59,579	84,708		Total Service & Supplies	158,109	89,975	69,975
			CAPITAL OUTLAY			
		001-133-5840-000000	IMPROVEMENTS/REPAIRS-TRESURY/COLLECTIONS	-	-	
			Description	Quantity	Cost Per Item	Total Cost
						-
		001-133-5845-000000	EQUIPMENT-TREASURY/COLLECTIONS	1,600	-	
			Description	Quantity	Cost Per Item	Total Cost
			Remote Capture Readers/Bar Code Scanners	2	\$800.00	1,600
-	-		Total Capital Outlay	1,600	-	
200,668	293,863		Total Finance Department	336,254	257,055	190,416

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
97,011	102,154	001-130-5101-000000	FINANCE DEPARTMENT SALARIES Chief Financial Officer				104,257	104,257	102,154
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time Finance Director/Town Accountant			104,257			
58,660	63,785	001-135-5104-000000	ACCOUNTING: ASST. TOWN ACCOUNTANT				62,320	62,320	62,320
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time Assistant Town Accountant			62,320			
-	-	001-135-5108-000000	SENIOR ACCOUNTANT				25,272	25,272	21,765
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Senior Accountant (20 hrs)			23,772			
			Additional Hours as needed			1,500			
39,799	21,765	001-135-5201-000000	SENIOR CLERK				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Senior Clerk (20 hrs)			-			
			Additional Hours as needed			-			
195,470	187,704		Total Salaries				191,849	191,849	186,239
SERVICES & SUPPLIES									
-	-	001-130-5423-000000	ACCOUNTING Professional Services				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Other Miscellaneous Supplies			-			
53,000	68,000	001-135-5438-000000	AUDIT/ACTUARIAL SERVICES				58,500	58,500	58,500
			Description	Quantity	Cost Per Item	Total Cost			
			Roselli Clark -Regular Audit/Single Audit	1	\$45,000.00	45,000			
			Roselli Clark -EOYR Audit	1	\$3,500.00	3,500			
			Actuarial Study/Employee and Dependant Audit	1	\$10,000.00	10,000			
738	500	001-135-5501-000000	SUPPLIES & MISC				1,000	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Other Miscellaneous Supplies	1	\$1,000.00	1,000			
194	540	001-135-5602-000000	TRAVEL				540	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage & tolls	1	\$540.00	540			
500	2,785	001-135-5613-000000	EDUCATION & DUES				3,000	2,500	2,500
			Description	Quantity	Cost Per Item	Total Cost			
			MMAAA Annual Dues - Full Member	1	\$100.00	100			
			MMAAA Annual Dues - Associate Member	1	\$85.00	85			
			MMAAA Fall Conference	2	\$75.00	150			
			MMAAA Umass Amherst Conference	2	\$300.00	600			
			MMAAA Umass Amherst Lodging	1	\$330.00	330			
			MMAAA Summer Conference	1	\$750.00	750			
			GFOA Annual Dues	1	\$190.00	190			
			MISC Training	1	\$595.00	595			
			DLS Training	4	\$50.00	200			
54,432	71,825		Total Service & Supplies				63,040	62,000	62,000

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
		001-135-5840-000000	CAPITAL OUTLAY IMPROVEMENTS/REPAIRS-TRESURY/COLLECTIONS				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
				0	\$0.00	-			
		001-135-5845-000000	EQUIPMENT-TREASURY/COLLECTIONS				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
				0	\$0.00	-			
-	-		Total Capital Outlay				-	-	
249,902	259,529		Total Finance Department-Accounting				254,889	253,849	248,239

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
FINANCE DEPARTMENT SALARIES						
IT:						
81,387	52,911	001-154-5104-000000	IT DIRECTOR	-	-	-
			Description	Quantity	Cost Per Item	Total Cost
			Full Time IT Director			-
50,321	51,369	001-154-5108-000000	ASST. IT DIRECTOR	-	-	-
			Description	Quantity	Cost Per Item	Total Cost
			Full Time Assistant			-
131,708	104,280		Total Salaries	-	-	-
SERVICES & SUPPLIES						
IT						
-	-	001-154-5423-000000	PROFESSIONAL SERVICES	129,800	129,800	129,800
			Description	Quantity	Cost Per Item	Total Cost
			Doscoe - Contract	1	\$49,900.00	49,900
			Tinio Consulting dba Worldband - contract	1	\$49,900.00	49,900
			Computer installations	60	\$500.00	30,000
45,822	34,532	001-154-5431-000000	EQUIPMENT MAINTENANCE	33,912	33,912	33,912
			Description	Quantity	Cost Per Item	Total Cost
			Canon Financial lease - Town Hall	4	\$3,198.00	12,792
			Canon Financial lease - Police	12	\$150.00	1,800
			10 Canon - Usage for Copiers (Black/White & Color) ???	1	\$15,000.00	15,000
			10 Canon - Maintenance 4 qtrs X \$54 =	10	\$216.00	2,160
			Iron Mountain-Shredding and Document Destruction	24	\$90.00	2,160
5,087	11,000	001-154-5501-000000	SUPPLIES & MISC	6,000	6,000	6,000
			Description	Quantity	Cost Per Item	Total Cost
			etc-Other Miscellaneous Supplies	1	\$6,000.00	6,000
20,924	45,000	001-154-5502-000000	HARDWARE	45,000	45,000	45,000
			Description	Quantity	Cost Per Item	Total Cost
			Dell Optiflex ALL IN ONE - Library - Town Hall - DPW - Fire - COA - Police	30	\$630.16	18,905
			Dell-Monitors 24"	30	\$169.99	5,100
			Misc Hardware components	1	\$20,995.00	20,995
346,959	215,000	001-154-5503-000000	SOFTWARE	231,301	231,301	231,301
			Description	Quantity	Cost Per Item	Total Cost
			Archivesocial - Social Media back-up software	1	\$4,000.00	4,000
			CENTRAL SQUARE - POLICE Maintenance	1	\$19,302.50	19,303
			CENTRAL SQUARE - FIRE Maintenance	1	\$6,163.75	6,164
			CIVC CMS/VIRTUAL TOWN HALL-WEBSIT HOSTING/SUPPORT	1	\$5,950.00	5,950
			DLT Solutions-Autodec Autocad Civil 3D (2)	1	\$2,131.02	2,131
			Dude Solutions (Facilities Software)	1	\$8,000.00	8,000
			EOS- Lease of ePro Scheduler	1	\$1,068.00	1,068
			ESRI-ARC PAD Maintenance 2-DPW 3-Assessors	5	\$650.00	3,250
			FortiGate (Police) - Annual	1	\$4,500.00	4,500
			I AM RESPONDING-Fire Software	1	\$735.00	735
			IMAGETREND/CAD-EMS	1	\$4,892.50	4,893
			INTEGRATION PARTNER CORP/CJIS-POLIC	1	\$730.00	730
			INTEGRITY-Internet Service & Support (CHARTER FOR FIBER & SERVICE)	1	\$8,884.00	8,884
			Hootsuite - Social Media linking software	1	\$150.00	150
			JATHEON-Email Archiving Maintenance (CLOUD)	1	\$3,570.00	3,570
			LL Data design - Animal License	1	\$395.00	395
			LL Data design - Cemetery Software	1	\$395.00	395
			LL Data design - Boards	1	\$495.00	495
			Microsoft Office 365 (annual)	1	\$42,887.88	42,888

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
			Microsoft Office 365 - 1 time set up costs	1	\$15,000.00	15,000			
			My Rec Software - Community Center (paid \$3,995.00) ???	1	\$3,995.00	3,995			
			ONSOLVE EMERGENCY COMM-CODE RED	1	\$8,190.00	8,190			
			PEOPLE GIS - DPW - map online & forms	1	\$8,000.00	8,000			
			PEOPLE GIS-Building	1	\$7,000.00	7,000			
			PEOPLE GIS-BOH	1	\$7,000.00	7,000			
			Real Estate Research	1	\$1,500.00	1,500			
			Solar Winds (Dameware)	1	\$273.00	273			
			TELEGRAM NEWSPAPER/ONLINE SERVICE	1	\$483.60	484			
			UNISYS-EOM Subscription ??????	1	\$837.24	837			
			VADAR	1	\$49,866.99	49,867			
			Vision	1	\$6,100.00	6,100			
			Vision - GIS	1	\$556.00	556			
			MISC Software/Vendor	1	\$5,000.00	5,000			
106	500	001-154-5602-000000	TRAVEL				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Travel between Town Buildings, Meeting & Training			-			
						-			
100	900	001-154-5613-000000	EDUCATION & DUES				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Association Dues			-			
			Training for new software			-			
418,998	306,932		Total Service & Supplies				446,013	446,013	446,013
			CAPITAL OUTLAY						
		001-133-5845-000000	IMPROVEMENTS/REPAIRS-TRESURY/COLLECTIONS				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
				0	\$0.00	-			
		001-154-5845-000000	MIS-EQUIPMENT				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Dell Optiflex ALL IN ONE - Library - Town Hall - DPW - Fire - COA - Police			-			
			Dell-Monitors 27"			-			
-	-		Total Capital Outlay				-	-	-
550,706	411,212		Total Finance Department				446,013	446,013	446,013

FY19 Budget	577,571	131,558.02
FY18 Budget	639,917	193,904.02

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
LEGAL SERVICES						
SERVICES & SUPPLIES						
61,572	100,000	001-151-5414-000000	LEGAL SERVICES	100,000	90,000	85,000
Description						
Quantity						
Cost Per Item						
Total Cost						
Kopelman and Paige Law Firm						
Mirick O'Connell Law Firm (Labor Counsel)						
61,572	100,000	Total Service & Supplies		100,000	90,000	85,000
61,572	100,000	Total Legal Services		100,000	90,000	85,000

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
65,894	75,000	001-134-5106-000000	PERSONNEL BOARD HR Specialist				81,053	81,053	81,053
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE HR Specialist	1	\$81,053.00	81,053			
-	-	001-152-5143-000000	SALARY ADJUSTMENT				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Reclassification Changes	1		-			
-	235	001-134-5108-000000	ADMINISTRATIVE ASSISTANT				21,016	21,016	21,016
			Description	Quantity	Cost Per Item	Total Cost			
			.50 FTE	1	\$21,016.00	21,016			
65,894	75,235		Total Salaries				102,069	102,069	102,069
2,363	2,000	001-152-5436-000000	SERVICES & SUPPLIES PHYSICALS				3,500	3,500	3,500
			Description	Quantity	Cost Per Item	Total Cost			
			Pre Employment Physicals	1	\$3,500.00	3,500			
104	3,550	001-152-5501-000000	SUPPLIES AND MISC.				2,500	2,500	2,500
			Description	Quantity	Cost Per Item	Total Cost			
			Other Misc Supplies	1	\$1,750.00	1,750			
			Advertisement to hire	1	\$750.00	750			
-	300	001-152-5602-000000	TRAVEL				500	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Travel to Conferences, Meetings, etc	1	\$500.00	500			
-	1,400	001-152-5613-000000	EDUCATION AND DUES				7,000	6,000	2,500
			Description	Quantity	Cost Per Item	Total Cost			
			Staff Development	1	\$5,500.00	5,500			
			MMPA Conferences or other workshop	1	\$1,500.00	1,500			
2,467	7,250		Total Service & Supplies				13,500	12,500	9,000
		001-152-5845-000000	CAPITAL OUTLAY EQUIPMENT				-		
			Description	Quantity	Cost Per Item	Total Cost			
			No Capital Requested						
-	-		Total Capital Outlay				-	-	-
68,361	82,485		Total Personnel Board				115,569	114,569	111,069

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
86,952	87,344	001-161-5101-000000	TOWN CLERK TOWN CLERK	93,996	93,996	87,344
			Description	Quantity	Cost Per Item	Total Cost
			Full Time Town Clerk (40 hrs)	1		93,996
48,233	50,563	001-161-5108-000000	ASST. TOWN CLERK	104,618	95,176	51,207
			Description	Quantity	Cost Per Item	Total Cost
			1 Full Time Assistant (40 hrs)	1		55,163
			1 Full Time Assistant (37.5 hrs)	1		49,455
33,316	36,425	001-161-5201-000000	SENIOR CLERK	-	-	10,000
			Description	Quantity	Cost Per Item	Total Cost
			Full Time Senior Clerk (35 hrs)	1		
2,000	3,500	001-162-5100-000000	REGISTRARS	3,500	3,500	3,500
			Description	Quantity	Cost Per Item	Total Cost
			Stipend-3 Registrars @\$500	3	\$500.00	1,500
			Stipend-1 Registrar(Town Clerk) @ \$2,000	1	\$2,000.00	2,000
19,295	20,000	001-162-5301-000000	ELECTION CLERKS	29,795	25,000	25,000
			Description	Quantity	Cost Per Item	Total Cost
			Multi Election Workers/Constables-3 Elections, 2 Town Mtgs, Early voting, Addtl Hours	1	\$29,795.00	29,795
189,796	197,832		Total Salaries	231,909	217,672	177,051
1,125	1,125	001-161-5431-000000	SERVICES & SUPPLIES EQUIPMENT MAINTENANCE	1,250	1,250	1,250
			Description	Quantity	Cost Per Item	Total Cost
			Scanners annual maintenance	5	\$250.00	1,250
6,616	8,200	001-161-5501-000000	SUPPLIES & MISC	10,760	8,500	8,500
			Description	Quantity	Cost Per Item	Total Cost
			Annual Street Listing Books Printing	1	\$800.00	800
			Scanner-Programming Memory Cards AND Printing Ballots for Town Election	1	\$3,000.00	3,000
			Scanner-Programming Memory Cards for State Primary & Election	2	\$1,800.00	3,600
			Programming Automark Voting System for Town Election	1	\$1,000.00	1,000
			Poll Pads Software Application & Warranty	4	\$250.00	1,000
			Various Election Supplies	1	\$750.00	750
			Advertisement Expenses for Early Voting Information (St Primary & Election)	2	\$150.00	300
			Worcester County Town Clerk Association membership fees	1	\$25.00	25
			MTCA membership fees	1	\$100.00	100
			New England Town Clerk Association membership fees	1	\$25.00	25
			IIMC membership fees	1	\$160.00	160
366	1,025	001-161-5602-000000	TRAVEL	1,116	1,000	1,000
			Description	Quantity	Cost Per Item	Total Cost
			Mileage and Lodging for 3 MA Town Clerk Conferences	3	\$250.00	750
			Mileage for 2 Worcester County Town Clerk Conferences	2	\$50.00	100
			Mileage and Lodging for 1 New England Town Clerk Conference	1	\$150.00	150
			Mileage Reimbursement for Trainings, Meetings, Election Day Travel to Polls	200	\$0.5800	116
460	1,000	001-161-5613-000000	BONDS & EDUCATION	785	785	785
			Description	Quantity	Cost Per Item	Total Cost
			SURETY BONDS for Town Clerk and 2 Asst Town Clerks	3	\$105.00	315
			Conference Registration Fee MA Town Clerk	3	\$50.00	150
			Conference Registration Fee Worcester County	2	\$35.00	70
			Conference Registration Fee New England	1	\$250.00	250

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
2,922	4,000	001-162-5419-000000	OUTSIDE DETAIL FOR ELECTIONS				6,000	4,500	4,500
			Description	Quantity	Cost Per Item	Total Cost			
			Police Outside Details for THREE Elections	6	\$1,000.00	6,000			
1,395	1,200	001-162-5510-000000	ELECTION LUNCHES				1,950	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Election Lunches/Dinners for Election Workers/Constables (3 Elections)	3	\$650.00	1,950			
12,884	16,550		Total Service & Supplies				21,861	17,535	17,535
202,680	214,382		Total Town Clerk				253,770	235,207	194,586

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager
LAND MANAGEMENT SALARIES								
50,732	57,038	001-170-5108-000000	LAND MANAGEMENT ADMINISTRATIVE ASSISTANTS				82,035	82,035
Description				Quantity	Cost Per Item	Total Cost		
Administrative Assistant - 2 Full Time				1	\$82,035.00	82,035		
-	40,000	001-175-5101-000000	DIR PLANNING & ECON DEV				81,924	82,000
Description				Quantity	Cost Per Item	Total Cost		
Planner				1	\$81,924.00	81,924		
50,117	53,517	001-171-5104-000000	PLANNING ASSISTANT				57,790	54,009
Description				Quantity	Cost Per Item	Total Cost		
Full Time Planning Assistant				1	\$54,009.00	54,009		
30,677	101,080	001-241-5102-000000	BUILDING COMMISSIONER/INSPECTOR				85,525	85,525
Description				Quantity	Cost Per Item	Total Cost		
Commissioner - Up to 32 Hrs				1	\$52,267.00	52,267		
Commissioner-19 Hours per Week				1	\$33,258.00	33,258		
1,500	1,500	001-510-5100-000000	BOARD OF HEALTH				1,500	1,500
Description				Quantity	Cost Per Item	Total Cost		
3 Member Board \$500 Annual Stipend paid in December/June				3	\$500.00	1,500		
25,159	43,402	001-510-5102-000000	BOH INSPECTOR				70,016	70,016
Description				Quantity	Cost Per Item	Total Cost		
Full Time BOH Inspector						70,016		
158,185	296,537		Total Salaries				378,790	375,085

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	
LAND MANAGEMENT SERVICES & SUPPLIES						
33,632	28,800	001-170-5423-000000	PROFESSIONAL SERVICES	20,780	18,000	
			Description	Quantity	Cost Per Item	Total Cost
			Town of Sutton-Nursing Services	1	\$ 7,320.00	7,320
			Tobacco Compliance	1	\$ 1,360.00	1,360
			CMRPC	1	\$ 4,100.00	4,100
			Other Misc. Professional Services	1	\$ 8,000.00	8,000
830	1,808	001-170-5501-000000	SUPPLIES & MISC	1,310	1,000	
			Description	Quantity	Cost Per Item	Total Cost
			Emedco, Inc. - donation bin labels	1	\$ 125.00	125
			Creative Services-hauler stickers	1	\$ 145.00	145
			Valley Printing - special Forms	1	\$ 180.00	180
			Frost Manufacturing - stamps	1	\$ 60.00	60
			Plans & Deeds	1	\$ 100.00	100
			Special Forms	1	\$ 200.00	200
			Miscellaneous	1	\$ 500.00	500
			International Building Code Manuals	1		- Pay from Revolving
2,107	2,150	001-170-5602-000000	TRAVEL	2,150	250	
			Description	Quantity	Cost Per Item	Total Cost
			Mileage Reimbursement-Local Inspections	1	\$1,950.00	1,950
			Mileage Reimbursement, Tolls, Parking, etc-Conferences, Training, and Meetings	1	\$200.00	200
809	500	001-170-5607-000000	ADVERTISING	700	700	
			Description	Quantity	Cost Per Item	Total Cost
			Telegram Advertising	1	\$700.00	700
839	1,170	001-170-5613-000000	EDUCATION & DUES	1,345	1,300	
			Description	Quantity	Cost Per Item	Total Cost
			Building Inspector Conferences	2	\$ 175.00	350
			International Code Council	1	\$ 135.00	135
			MAHB FY21	1	\$ 150.00	150
			IAPMO - Plumbing Inspector Continuing Ed	2	\$ 105.00	210
			Town Planner	1	\$ 250.00	250
			Zoning	1	\$ 250.00	250
38,217	34,428		Total Service & Supplies	26,285	21,250	
196,402	330,965		Total Land Management	405,075	396,335	

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
-	5,000	001-192-5130-000000	MEMORIAL HALL OVERTIME/ADDT'L HOURS	5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost
			Multi-Department-Employees OT (Over 40 hours/week)	1	\$5,000.00	5,000
-	5,000		Total Salaries	5,000	5,000	5,000
26,085	24,000	001-192-5403-000000	SERVICES & SUPPLIES ELECTRICITY	24,504	24,000	24,000
			Description	Quantity	Cost Per Item	Total Cost
			National Grid	12	\$2,042.00	24,504
285	544	001-192-5405-000000	WATER/SEWER	400	400	400
			Description	Quantity	Cost Per Item	Total Cost
			Aquarion-Quarterly Water Usage	4	\$100.00	400
6,664	6,500	001-192-5426-000000	FUEL (HEATING & GENERATOR)	6,640	6,500	6,500
			Description	Quantity	Cost Per Item	Total Cost
			National Grid/Sprague - Natural Gas	12	\$520.00	6,240
			CK Smith-Generator Diesel	2	\$200.00	400
518	5,082	001-192-5431-000000	EQUIPMENT MAINTENANCE	4,118	4,118	4,118
			Description	Quantity	Cost Per Item	Total Cost
			American Alarm-Alarm Maintenance	4	\$160.00	640
			Neopost-Mail Room Meter Rental	1	\$648.00	648
			Neopost-Mail - Standard and Online Maintenance	1	\$2,430.34	2,430
			Tower Clock Maintenance & time changes 2x per year	2	\$200.00	400
14,596	15,000	001-192-5501-000000	SUPPLIES & MISC	17,000	17,000	17,000
			Description	Quantity	Cost Per Item	Total Cost
			Calendars, Desk & Wall - ordered yearly for all depts.	1	\$500.00	500
			Copy Paper 8.5x11 - Case - ordered for all depts.	150	\$33.00	4,950
			Copy Paper 8.5x14 - Case	1	\$69.99	70
			Copy Paper 11x17 - Case	1	\$39.99	40
			Colored Copy Paper - Ream	20	\$6.00	120
			Business Paper 24lbs 500/Box	5	\$29.99	150
			Card Stock-All Colors	10	\$20.00	200
			Envelopes-#10 Standard - 500/Box	10	\$16.99	170
			Envelopes-6x9 Brown - 100/Box	5	\$11.60	58
			Envelopes-9x12 Brown - 100/Box	5	\$9.49	47
			Envelopes-10x13 Brown - 100/Box	5	\$12.49	62
			Envelopes-12x15 Brown - 100/Box	5	\$30.99	155
			3 Ring Binders-0.5"	20	\$2.99	60
			3 Ring Binders-1"	20	\$2.99	60
			3 Ring Binders-1.5"	20	\$2.99	60
			3 Ring Binders-2"	20	\$3.99	80
			3 Ring Binders-3"	25	\$7.79	195
			3 Ring Binders-4"	30	\$13.99	420
			Adding Machine Rolls - 50/Box	2	\$30.00	60
			Labels (Filing, mailing, etc)	10	\$25.00	250
			Sheet Protectors-Regular Weight - 100/Box	10	\$5.89	59
			Sheet Protectors-Heavy Duty Weight - 50/Box	5	\$13.76	69
			Laminating Sheets - 10/Pk	10	\$8.00	80
			Comb. Bind Products	2	\$100.00	200
			Hanging Files-Standard - 25/Box	10	\$5.79	58
			Hanging Files-Specialty-2" - 25/Box	10	\$30.53	305
			Hanging Files-Specialty-3" - 25/Box	5	\$33.79	169
			File Folders Manilla - 100/Box	10	\$6.92	69
			File Folders Expandable 2" - 25/Box	5	\$23.99	120

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
			File Folders Fastener Style - 25/Box	5	\$9.99	50			
			File Folders Colored - 100/Box	10	\$14.99	150			
			Other Miscellaneous Town Clerk Supplies	1	\$500.00	500			
			Other Miscellaneous Town Hall Supplies: paper clips, pens, tape, notebooks, office chairs, chairmats, misc computer supplies etc.	1	\$7,464.00	7,465			
28,096	30,000	001-192-5504-000000	POSTAGE RELATED				30,205	30,000	30,000
			Description	Quantity	Cost Per Item	Total Cost			
			Postage-All Town Related Mailings	1	\$25,000.00	25,000			
			Mail Quick Labels-Postage Machine Meter Tape	1	\$200.00	200			
			U-line-Bulk mail strapping per USPO	1	\$55.00	55			
			Neopost - Ink cartridges	1	\$200.00	200			
			USPO-1st Class Presort Permit Fee	1	\$250.00	250			
			USPS-Census related	1	\$2,242.00	2,242			
			LHS-Census by Mail	1	\$2,258.00	2,258			
76,244	81,126		Total Service & Supplies				82,868	82,018	82,018
			CAPITAL OUTLAY						
		001-192-5840-000000	IMPROVEMENTS				-		
			Description	Quantity	Cost Per Item	Total Cost			
						-			
						-			
		- 001-192-5845-000000	EQUIPMENT				-		
			Description	Quantity	Cost Per Item	Total Cost			
						-			
						-			
						-			
-	-		Total Capital Outlay				-	-	-
76,244	86,126		Total Memorial Hall				87,868	87,018	87,018

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
123,875	124,970	001-210-5101-000000	POLICE CHIEF				135,000	135,000	135,000
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Police Chief (Employment Contract with BOS)			135,000			
97,483	102,800	001-210-5102-000000	LIEUTENANT				105,388	105,388	105,388
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Lieutenant			105,388			
299,342	292,820	001-210-5111-000000	SERGEANTS				369,393	369,393	369,393
			Description	Quantity	Cost Per Item	Total Cost			
			4.0 FTE Sergeants			369,393			
1,082,583	1,157,019	001-210-5112-000000	PATROL OFFICERS				1,117,440	1,117,440	1,117,440
			Description	Quantity	Cost Per Item	Total Cost			
			16.0 FTE Officers			1,117,440			
198,334	267,327	001-210-5116-000000	DISPATCHERS				267,327	267,327	267,327
			Description	Quantity	Cost Per Item	Total Cost			
			5.0 FTE Dispatchers			267,327			
63,362	40,000	001-210-5118-000000	PART-TIME INTERMITTENTS				40,000	40,000	40,000
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Intermittents			40,000			
19,483	22,000	001-210-5119-000000	PART-TIME DISPATCHERS				22,000	22,000	22,000
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Dispatchers			22,000			
5,100	5,736	001-210-5124-000000	STIPENDS				5,736	5,736	5,736
			Description	Quantity	Cost Per Item	Total Cost			
			Stipends for 560 CMR 5, Primary CJIS, Alternate CJIS			5,736			
96,535	110,000	001-210-5130-000000	OVERTIME				110,000	110,000	110,000
			Description	Quantity	Cost Per Item	Total Cost			
			Overtime for Officers/Sergeants	1		110,000			
43,378	36,634	001-210-5131-000000	DISPATCHERS' O.T./HOLIDAY				40,000	40,000	40,000
			Description	Quantity	Cost Per Item	Total Cost			
			12 Holidays for 5 FT Dispatchers			40,000			
			Overtime for Dispatchers			-			
19,800	20,000	001-210-5140-000000	FITNESS				20,000	20,000	20,000
			Description	Quantity	Cost Per Item	Total Cost			
			20 FT Officers Fitness Stipend			20,000			
39,970	68,162	001-210-5141-000000	HOLIDAY				68,162	68,162	68,162
			Description	Quantity	Cost Per Item	Total Cost			
			12 Holidays for 20 FT Officers			68,162			
7,881	12,000	001-210-5142-000000	COURT				12,000	12,000	12,000
			Description	Quantity	Cost Per Item	Total Cost			
						12,000			
-	9,600	001-210-514?-000000	LONGEVITY				9,600	9,600	9,600
			Description	Quantity	Cost Per Item	Total Cost			
			Longevity Pay			9,600			
60,303	62,940	001-210-5201-000000	ADMINISTRATIVE ASSISTANT				65,427	65,427	65,427

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
			Description 1 Full Time Administrative Assistant	Quantity	Cost Per Item	Total Cost 65,427			
4,875	14,868	001-210-5301-000000	PT CLERICAL				15,817	15,817	15,817
			Description PT Clerical Support	Quantity	Cost Per Item	Total Cost 15,817			
2,162,304	2,346,876		Total Salaries				2,403,290	2,403,290	2,403,290
			SERVICES & SUPPLIES						
35,486	36,000	001-210-5403-000000	ELECTRICITY				42,000	36,000	36,000
			Description National Grid	Quantity 12	Cost Per Item \$3,500.00	Total Cost 42,000			
2,924	3,000	001-210-5405-000000	WATER/SEWER				3,400	3,000	3,000
			Description Aquarion-Water Usage	Quantity 4	Cost Per Item \$625.00	Total Cost 2,500			
			Town of Oxford-Sewer Usage	4	\$225.00	900			
10,936	8,900	001-210-5426-000000	FUEL (HEATING & GENERATOR)				8,900	8,900	8,900
			Description National Grid-Natural Gas	Quantity 12	Cost Per Item \$700.00	Total Cost 8,400			
			Peterson Oil - for generator	1	\$500.00	500			
17,642	2,000	001-210-5429-000000	VEHICLE MAINTENANCE				3,000	2,000	2,000
			Description Miscellaneous Vehicle Maintenance	Quantity 1	Cost Per Item 3,000	Total Cost 3,000			
2,957	-	001-210-5431-000000	RADIO/EQUIPMENT MAINTENANCE				4,000	3,000	3,000
			Description Radio/Equipment repairs	Quantity 1	Cost Per Item \$4,000.00	Total Cost 4,000			
4,583	2,000	001-210-5436-000000	PHYSICALS				2,000	2,000	2,000
			Description Physicals	Quantity 1	Cost Per Item \$2,000.00	Total Cost 2,000			
16,684	14,000	001-210-5501-000000	SUPPLIES & MISC				16,000	14,000	14,000
			Description Miscellaneous Supplies	Quantity 1	Cost Per Item \$16,000.00	Total Cost 16,000			
27,503	27,000	001-210-5512-000000	UNIFORMS				27,000	27,000	27,000

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
			Description	Quantity	Cost Per Item	Total Cost			
			5 FT Dispatcher Uniform Allowance	1	\$27,000.00	27,000			
			20 FT Officers Uniform Allowance						
			Chief Uniform Allowance						
			Lieutenant Uniform Allowance						
			PT Dispatchers and Officers Uniform Allowance						
558	600	001-210-5514-000000	PRISONERS FOOD				600	600	600
			Description	Quantity	Cost Per Item	Total Cost			
			Food for Prisoner's	1	\$600.00	600			
5,365	4,890	001-210-5606-000000	DUES				4,890	4,890	4,890
			Description	Quantity	Cost Per Item	Total Cost			
			MA Chiefs of Police Association Annual Dues	1	\$4,890.00	4,890			
			Central Mass Law Enforcement Dues CEMLEC						
			International Assoc. Chiefs of Police.NET						
			NESPIN (New England State Police Info. Network)						
			ZETX, Inc (Investigative Software)						
			Central Mass Chiefs of Police Assoc.						
			APCO International (Assoc. of Public Safety Comm. Officials)						
			MCSA - Mass. Communications Supv. Assoc.						
4,837	8,000	001-210-5613-000000	EDUCATION				8,000	8,000	8,000
			Description	Quantity	Cost Per Item	Total Cost			
			Specialized Classes & Continuing Education	1	\$8,000.00	8,000			
11,045	5,000	001-210-5701-000000	TRAINING				5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost			
			Commonwealth of MA - Academy	1	\$5,000.00	5,000			
			Municipal Police Institute - Annual On-Line Resource						
140,520	111,390		Total Service & Supplies				124,790	114,390	114,390
			CAPITAL OUTLAY						
		- 001-210-5840-000000	IMPROVEMENTS & REPAIRS				-		
			Description	Quantity	Cost Per Item	Total Cost			
						-			
124,674	100,000	001-210-5845-000000	EQUIPMENT/CRUISERS				110,000	110,000	55,000
			Description	Quantity	Cost Per Item	Total Cost			
			2 Cruisers w/ Accessories	2	\$55,000.00	110,000			
124,674	100,000		Total Capital Outlay				110,000	110,000	55,000
2,427,498	2,558,266		Total Police				2,638,080	2,627,680	2,572,680

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
97,673	115,000	001-230-5101-000000	EMS/FIRE CHIEF	124,121	124,121	124,121
			Description	Quantity	Cost Per Item	Total Cost
			1 1.0 FTE EMS/FIRE Chief			124,121
10,489	83,128	001-230-5102-000000	DEPUTY CHIEF	93,912	93,912	93,912
			Description	Quantity	Cost Per Item	Total Cost
			1 1.0 FTE Deputy Chief			93,912
3,445	3,389	001-230-5104-000000	ALS COORDINATOR STIPEND	3,389	3,389	3,389
			Description	Quantity	Cost Per Item	Total Cost
			1 Stipend for ALS Coordinator	52.14	65.00	3,389
74,619	81,931	001-230-5108-000000	CAPTAIN/PARAMEDICS	83,562	83,562	83,562
			Description	Quantity	Cost Per Item	Total Cost
			1 1.0 FTE Captain/Paramedics			83,562
198,678	222,603	001-230-5111-000000	LIEUTENANT/PARAMEDIC	235,821	235,821	235,821
			Description	Quantity	Cost Per Item	Total Cost
			3 3.0 FTE Lieutenant/Paramedic			235,821
220,849	315,186	001-230-5112-000000	FF/PARAMEDIC	407,105	407,105	407,105
			Description	Quantity	Cost Per Item	Total Cost
			5 5.0 FTE FF/Paramedics			407,105
62,943	71,498	001-230-5113-000000	EMS/FIRE-BASIC/CAPTAIN	72,937	72,937	72,937
			Description	Quantity	Cost Per Item	Total Cost
			1 1.0 FTE Captain/Advanced			72,937
116,528	180,291	001-230-5114-000000	FF/ADVANCED	135,608	135,608	135,608
			Description	Quantity	Cost Per Item	Total Cost
			3 3.0 FTE FF/Advanced			135,608
140,196	113,213	001-230-5115-000000	FF/BASICS	196,606	145,000	145,000
			Description	Quantity	Cost Per Item	Total Cost
			4 4.0 FTE FF/Basics including two positions for SAFER match			196,606
88,904	60,000	001-230-5120-000000	PART TIME FIRE/EMS	80,000	80,000	80,000
			Description	Quantity	Cost Per Item	Total Cost
			Part Time EMS/Fire - Training, Call Backs, Shift Coverage, Emergencies	1	80,000.00	80,000
6,095	3,389	001-230-5124-000000	FIRE STIPENDS	3,389	3,389	3,389
			Description	Quantity	Cost Per Item	Total Cost
			1 Stipend for Fire Inspector	52.14	65.00	3,389
165,839	75,000	001-230-5130-000000	OVERTIME	75,000	75,000	75,000
			Description	Quantity	Cost Per Item	Total Cost
			OT	1	75,000.00	75,000
9,600	12,000	001-230-5140-000000	FITNESS	12,000	12,000	12,000
			Description	Quantity	Cost Per Item	Total Cost
			15 Fitness Stipends	15	800.00	12,000
14,381	35,000	001-230-5141-000000	HOLIDAY	43,650	40,000	40,145
			Description	Quantity	Cost Per Item	Total Cost
			Holiday	1	43,650.00	43,650
55,412	56,187	001-230-5201-000000	ADMINISTRATIVE ASSISTANT	56,709	56,709	41,995

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
			Description	Quantity	Cost Per Item	Total Cost			
			1 1.0 FTE Administrative Assistant			56,709			
25	8,500	001-230-5301-000000	PT CLERICAL				-		
			Description	Quantity	Cost Per Item	Total Cost			
			0.25 FTE Clerical Support			-			
			Zero this line item and use it to fund new pay scale for Deputy Chief						
1,265,676	1,436,315	20	Total Salaries				1,623,809	1,568,553	1,553,984
			SERVICES & SUPPLIES						
19,583	16,500	001-230-5403-000000	ELECTRICITY				16,500	16,500	16,500
			Description	Quantity	Cost Per Item	Total Cost			
			National Grid	1	16,500.00	16,500			
866	1,000	001-230-5405-000000	WATER/SEWER				1,000	1,000	1,000
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion-Water Service-North Station	4	125.00	500			
			Aquarion-Water Service-Headquarters	4	125.00	500			
7,087	5,000	001-230-5412-000000	Radio Repair				5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost			
			Radio repairs	1	5,000.00	5,000			
-	5,200	001-230-5423-000000	MEDICAL DIRECTION				5,200	5,200	5,200
			Description	Quantity	Cost Per Item	Total Cost			
			Required Fee to Affiliated Hospital for each ALS EMT	1	5,200.00	5,200			
10,578	12,500	001-230-5426-000000	FUEL (HEATING & GENERATOR)				12,500	12,500	12,500
			Description	Quantity	Cost Per Item	Total Cost			
			North Station-Oil for Heat	1	2,500.00	2,500			
			North Station-Propane for Generator	1	2,500.00	2,500			
			Headquarters Annex-Propane for Heat	1	2,500.00	2,500			
			Headquarters-Natural Gas for Heat	1	2,500.00	2,500			
			Headquarters-Propane for Generator	1	2,500.00	2,500			
2,792	4,000	001-230-5428-000000	CUSTODIAL SERVICES				5,400	4,000	4,000
			Description	Quantity	Cost Per Item	Total Cost			
			Miscellaneous Custodial Services	1	1,000.00	1,000			
			Tank Pump Out	2	2,200.00	4,400			
6,617	6,700	001-230-5430-000000	BIO-MEDICAL MAINTENANCE				9,450	9,450	9,450
			Description	Quantity	Cost Per Item	Total Cost			
			Preventative Maintenance for Cardiac Monitors and Defibrillators	1	6,700.00	6,700			
			Preventative Maintenance for Lucas Devices	1	2,750.00	2,750			
95,919	38,000	001-230-5431-000000	EQUIPMENT MAINTENANCE				38,000	38,000	30,000
			Description	Quantity	Cost Per Item	Total Cost			
			Miscellaneous Equipment Maintenance	1	38,000.00	38,000			
-	-	001-230-5434-000000	EQUIPMENT RENTAL				10,000	10,000	10,000
			Description	Quantity	Cost Per Item	Total Cost			
			Command Vehicle Lease	1	10,000.00	10,000			
3,105	5,100	001-230-5435-000000	AERIAL & LADDER INSPECTIONS				7,921	7,921	7,921
			Description	Quantity	Cost Per Item	Total Cost			
			NFPA Required Pump and Aerial Annual Testing	5	720.00	3,600			
			Hose testing	1	3,456.00	3,456			
			Ground ladder testing	1	865.00	865			
3,280	2,750	001-230-5436-000000	PHYSICALS/PHYSICAL ABILITIES TESTS				2,750	2,750	2,750
			Description	Quantity	Cost Per Item	Total Cost			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
			Physicals	2	1,000.00	2,000			
			Physical Abilities Testing	5	150.00	750			
36,309	35,000	001-230-5437-000000	AMBULANCE BILLING				35,000	35,000	35,000
			Description	Quantity	Cost Per Item	Total Cost			
			NEMB-Ambulance Billing Company	1	35,000.00	35,000			
5,313	5,000	001-230-5445-000000	CMED RADIO				5,325	5,325	5,325
			Description	Quantity	Cost Per Item	Total Cost			
			Dues for Radio Communications between Ambulances and Hospitals	1	5,325.00	5,325			
6,912	4,000	001-230-5501-000000	SUPPLIES & MISC				4,700	4,700	4,000
			Description	Quantity	Cost Per Item	Total Cost			
			Petty Cash	1	100.00	100			
			Drinking Water	1	850.00	850			
			Office Supplies	1	1,000.00	1,000			
			Copier Lease / Usage	1	2,100.00	2,100			
			Shredding	1	500.00	500			
			EZ Pass	1	150.00	150			
18,478	17,500	001-230-5512-000000	UNIFORMS				19,500	19,500	19,300
			Description	Quantity	Cost Per Item	Total Cost			
			16 Uniform Allowance (Assumes 2 new and 16 existing)	16	900.00	14,400			
			Part Time Uniform Shirts, Badges, T-Shirts for Part Time Staff	1	1,100.00	1,100			
			New Hires	2	1,400.00	2,800			
			Chief (Per contract)	1	1,200.00	1,200			
290	300	001-230-5515-000000	FOOD AT INCIDENTS				300	300	300
			Description	Quantity	Cost Per Item	Total Cost			
			Water, Food and Canteen for Large Incidents	1	300.00	300			
490	700	001-230-5516-000000	OXYGEN				700	700	700
			Description	Quantity	Cost Per Item	Total Cost			
			Oxygen	1	700.00	700			
31,876	35,000	001-230-5517-000000	MEDICAL SUPPLIES				35,000	35,000	35,000
			Description	Quantity	Cost Per Item	Total Cost			
			Miscellaneous Medical Supplies	1	35,000.00	35,000			
11,410	11,200	001-230-5518-000000	PROTECTIVE CLOTHING				11,200	11,200	11,200
			Description	Quantity	Cost Per Item	Total Cost			
			Turn Out Gear	4	2,800.00	11,200			
7,644	6,500	001-230-5519-000000	SAFETY & SURVIVAL EQUIPMENT				7,500	6,500	6,100
			Description	Quantity	Cost Per Item	Total Cost			
			SCBA Repairs and Maintenance	1	750.00	750			
			SCBA Flow Testing Maching Calibration	1	800.00	800			
			Multi Gas Meter Calibration and Filter Replacement	1	1,350.00	1,350			
			Firefighting Foam	20	100.00	2,000			
			Misc. FF Tools, Repairs, Speedy Dry, etc	1	2,600.00	2,600			
11,594	7,500	001-230-5613-000000	TRAINING, EDUCATION & DUES				7,500	7,500	7,500
			Description	Quantity	Cost Per Item	Total Cost			
			Fire Codes	1	1,500.00	1,500			
			SCBA Certification	2	1,000.00	2,000			
			Misc. Training	1	4,000.00	4,000			
-	1,500	001-230-5622-000000	TUITION REIMBURSEMENT				1,500	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Tuition Reimbursement for EMT Certifications	10	150.00	1,500			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
2,925	1,800	001-230-5624-000000	INSPECTIONS				1,800	1,800	1,800
			Description	Quantity	Cost Per Item	Total Cost			
			Ambulance Licensing Inspections	3	600.00	1,800			
508	1,000	001-230-5625-000000	EXPLORER PROGRAM				1,000	1,000	1,000
			Description	Quantity	Cost Per Item	Total Cost			
			BSA Dues, Uniforms, Badges	1	1,000.00	1,000			
283,576	223,750		Total Service & Supplies				244,746	242,346	233,046
19,879	-	001-230-5840-000000	CAPITAL OUTLAY IMPROVEMENTS & REPAIRS				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
				0	-	-			
-	20,000	001-230-5845-000000	SPECIALTY TEAM EQUIPMENT				20,000	20,000	10,000
			Description	Quantity	Cost Per Item	Total Cost			
			Communications and Incident Safety Equipment	1	20,000.00	20,000			
19,879	20,000		Total Capital Outlay				20,000	20,000	10,000
1,569,131	1,680,065		Total EMS-FIRE				1,888,555	1,830,899	1,797,030
	(695,000.00)						(760,000.00)	(760,000.00)	(760,000.00)
	985,065						1,128,555.20	1,070,899.00	1,037,030.00

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
-	-	001-231-5101-000000	EMERGENCY OPERATIONS CENTER (EOC) EMD STIPEND				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Emergency Management Director Stipend (Covered in Fire Chief Salary)			-			
-	-	001-231-5102-000000	SECTION CHIEFS/OFFICERS				3,389	3,389	3,389
			Description	Quantity	Cost Per Item	Total Cost			
			EOC Section Chief (Assistant Fire Chief Currently Vacant)	52.14	65.00	3,389			
-	-	001-231-5108-000000	DEPUTY EMD STIPEND				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Deputy Emergency Management Director			-			
-	-		Total Salaries				3,389	3,389	3,389
-	500	001-231-5515-000000	SERVICES & SUPPLIES FOOD FOR INCIDENTS				500	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Food during EOC Incidents for EOC Staff	1	500.00	500			
236	500	001-231-5500-000000	EMD-SUPPLIES & MISC				500	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Supplies for Use by EOC Staff during Incidents (Paper Goods, Copy Paper, Electronics, etc)	1	500.00	500			
-	-	001-231-5613-000000	TRAINING & EDUCATION				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Training for EOC Staff			-			
236	1,000		Total Service & Supplies				1,000	1,000	1,000
-	-	001-231-5840-000000	CAPITAL OUTLAY IMPROVEMENTS & REPAIRS				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
						-			
-	-	001-231-5845-000000	EQUIPMENT				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Laptop Replacement			-			
-	-		Total Capital Outlay				-	-	-
236	1,000		Total EOC				4,389	4,389	4,389

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
			ANIMAL CONTROL						-
41,450	41,053	001-292-5112-000000	ANIMAL CONTROL OFFICER				53,433	53,433	52,500
			Description	Quantity	Cost Per Item	Total Cost			
			Full Time ACO (move from Level 9 to Level 12)	1		53,433			
3,622	6,577	001-292-5108-000000	ASSISTANT ACO/CALL ACO				14,297	14,297	14,000
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Assistant/Call ACO (move from Level 7 to Level 9) - 15 hrs	1		14,297			
1,460	2,500	001-292-5301-000000	ANIMAL CONTROL CLERICAL SUPPORT				2,500	2,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Clerical Support Staff	1		2,500			
46,532	50,130		Total Salaries				70,230	70,230	68,000
			SERVICES & SUPPLIES						
1,998	3,600	001-292-5403-000000	ELECTRIC				3,600	3,600	3,600
			Description	Quantity	Cost Per Item	Total Cost			
			National Grid	1	3,600	3,600			
280	260	001-292-5405-000000	WATER/SEWER				300	300	300
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion-Water	1	300	300			
3,017	-	001-292-5419-000000	VETERINARY SERVICES				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Various Veterinary Services	1		-		Pay from Revolving	
228	1,500	001-292-5423-000000	PROFESSIONAL SERVICES				1,500	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Professional Services	1	1,500	1,500			
1,926	1,050	001-292-5426-000000	FUEL (HEATING & GENERATOR)				2,000	2,000	2,000
			Description	Quantity	Cost Per Item	Total Cost			
			Osterman Propane-Propane Tanks	1	2,000	2,000			
622	-	001-292-5429-000000	VEHICLE MAINTENANCE				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			ACO Vehicle Maintenance (Inspection Sticker, Tires, etc)	1		-		Moved to DPW	
1,621	1,700	001-292-5500-000000	SUPPLIES & MISC				1,700	1,700	1,700
			Description	Quantity	Cost Per Item	Total Cost			
			Supplies & Misc.	1	1,700	1,700			
-	-	001-292-5501-000000	LICENSING EXPENSES				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Tags	1		-		Pay from Revolving	
300	300	001-292-5512-000000	UNIFORMS				300	300	300
			Description	Quantity	Cost Per Item	Total Cost			
			Clothing for ACO's	1	300	300			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
98	1,350	001-292-5701-000000	TRAINING				1,350	1,350	1,350
			Description	Quantity	Cost Per Item	Total Cost			
			Continuing Education	1	1,350	1,350			
			Cape Wildlife Center Training						
			Central Mass Disaster Animal Rescue Training						
10,090	9,760		Total Service & Supplies				10,750	10,750	10,750
-	-	001-292-5845-000000	CAPITAL OUTLAY EQUIPMENT						
			Description	Quantity	Cost Per Item	Total Cost			
-	-		Total Capital Outlay				-	-	-
56,622	59,890		Total Selectmen				80,980	80,980	78,750

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
75,081	70,097	001-419-5102-000000	PUBLIC WORKS FACILITIES MAINTENANCE: FACILITIES SUPERINTENDENT	74,727	74,727	74,727
			Description	Quantity	Cost Per Item	Total Cost
			1.0 FTE Facilities Maintenance Superintendent			74,727
119,515	172,353	001-419-5104-000000	TECHNICIANS	172,354	172,354	172,354
			Description	Quantity	Cost Per Item	Total Cost
			3.0 FTE Facility Maintenance Technicians			172,354
65,869	78,956	001-419-5110-000000	CUSTODIANS	119,662	119,662	88,165
			Description	Quantity	Cost Per Item	Total Cost
			5 PT Custodians + Day Porter			119,662
3,369	10,000	001-419-5130-000000	OVERTIME	10,000	10,000	10,000
			Description	Quantity	Cost Per Item	Total Cost
			Overtime Technicians (Emergency Repairs, Alarm responses, etc)	1	10,000	10,000
27,200	32,786	001-419-5201-000000	SENIOR CLERK	33,353	33,353	32,682
			Description	Quantity	Cost Per Item	Total Cost
			1.0 FTE Senior Clerk (30 Hours / Week)			33,353
96,828	103,800	001-421-5101-000000	ADMINISTRATION: DIRECTOR	107,909	107,909	103,800
			Description	Quantity	Cost Per Item	Total Cost
			1.0 FTE Director			107,909
78,979	84,280	001-421-5102-000000	FACILITIES DIRECTOR	89,401	89,401	89,401
			Description	Quantity	Cost Per Item	Total Cost
			1.0 FTE Facilities Director			89,401
86,542	83,838	001-421-5104-000000	OPERATIONS MANAGER	86,907	86,907	86,907
			Description	Quantity	Cost Per Item	Total Cost
			1.0 FTE Operations Manager			86,907
45,104	57,688	001-421-5105-000000	CIVIL ENGINEER/PROJECT MANAGER	79,545	79,545	77,854
			Description	Quantity	Cost Per Item	Total Cost
			1.0 FTE Engineer			79,545
3,746	11,900	001-421-5130-000000	OVERTIME	12,920	12,920	11,900
			Description	Quantity	Cost Per Item	Total Cost
			20 OT Hours Annually for 17 Employees			12,920
49,888	49,163	001-421-5108-000000	ADMINISTRATIVE ASSISTANT	49,601	49,601	41,995
			Description	Quantity	Cost Per Item	Total Cost
			1.0 FTE Administrative Assistant			49,601
-	35,075	001-421-5301-000000	JUNIOR CLERK	32,155	32,155	32,155
			Description	Quantity	Cost Per Item	Total Cost
			1.0 FTE Junior Clerk			32,155

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
69,376	69,203	001-422-5106-000000	HIGHWAY: WORKING FOREMAN				72,913	72,913	72,913
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Working Foreman			72,913			
237,692	240,014	001-422-5125-000000	HEAVY EQUIPMENT				249,125	249,125	249,125
			Description	Quantity	Cost Per Item	Total Cost			
			5.0 FTE Heavy Equipment Operators			249,125			
17,580	12,225	001-422-5301-000000	PART TIME				7,200	7,200	7,200
			Description	Quantity	Cost Per Item	Total Cost			
			1 Seasonal Laborer 480 Hours Annually			7,200			
102,930	125,000	001-423-5131-000000	SNOW AND ICE: WINTER OVERTIME				159,600	159,600	140,000
			Description	Quantity	Cost Per Item	Total Cost			
			200 OT Hours Annually for 20 Employees			159,600			
2,634	20,000	001-423-5301-000000	PART TIME				5,280	5,280	5,280
			Description	Quantity	Cost Per Item	Total Cost			
			6 Skilled Laborers			5,280			
78,158	78,085	001-427-5104-000000	FLEET MAINTENANCE: FLEET SUPERINTENDENT				80,484	80,484	80,484
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Superintendent			80,484			
64,339	63,820	001-427-5108-000000	ASST. MECHANIC / ASST. FLEET SUPER.				67,991	67,991	67,991
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Assistant Mechanic / Assistant Fleet Superintendent			67,991			
6,411	-	001-427-51XX-000000	MECHANIC I				44,862	44,862	-
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Mechanic I			44,862			
1,250	1,500	001-429-5100-000000	PARKS & CEMETERY / FORESTRY CEMETERY COMMISSIONERS				1,500	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			3 Commissioners Annual Stipend @ \$500 each	3	500	1,500			
67,466	65,886	001-429-5104-000000	CEMETERY/GROUNDS SUPERINTENDENT				71,140	71,140	71,140
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Superintendant			71,140			
69,466	68,846	001-429-5106-000000	TREE WARDEN				71,140	71,140	71,140
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Tree Warden			71,140			
225,791	240,738	001-429-5126-000000	LIGHT EQUIPMENT				256,780	256,780	256,780
			Description	Quantity	Cost Per Item	Total Cost			
			6.0 FTE Light Equipment Operators			256,780			
4,457	8,400	001-429-5130-000000	PARKS & CEMETERY OVERTIME				10,640	10,640	8,400
			Description	Quantity	Cost Per Item	Total Cost			
			40 Hours OT Annually for 7 Employees			10,640			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
36,111	66,441	001-429-5301-000000	PART TIME				33,600	33,600	33,600
			Description	Quantity	Cost Per Item	Total Cost			
			3 UNSKILLED LABORERS			33,600			
58,404	61,397	001-492-5127-000000	CONSERVATION: CONSERVATION/GIS TECHNICIAN				66,635	66,635	61,397
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Conservation/GIS Technician			66,635			
1,694,186	1,911,491		Total Salaries				2,067,424	2,067,424	1,948,890
			SERVICES & SUPPLIES						
			FACILITIES MAINTENANCE:						
194,443	135,000	001-419-5400-000000	PURCHASE OF SERVICE				184,040	145,000	145,000
			Description	Quantity	Cost Per Item	Total Cost			
			Annual Boiler Water Treatment Program-Schools	1	2,300	2,300			
			Annual Building Inspection Certificates-Schools	1	500	500			
			Annual Cleaning of Kitchen Hoods & Vents-Schools	1	840	840			
			Annual Fire Alarm Testing-Schools	1	7,000	7,000			
			Annual Fire Extinguisher Inspections & Certification-All Buildings	1	4,800	4,800			
			Annual Fire Sprinkler Testing-Barton, Chaffee, OHS, Library, OFD, OPD	1	7,800	7,800			
			Annual Pressure Vessel Inspections & Certificates	20	50	1,000			
			Annual Service of Gas Boilers-OHS, OMS, Barton, Chaffee	1	7,730	7,730			
			Annual Service of Gas Boilers-Library, Town Hall, OCC	1	6,300	6,300			
			Annual State Inspection of Elevators (6 elevators and 2 chairlifts)	1	3,200	3,200			
			PM Program for Elevators (Contract)	1	12,200	12,200			
			PM Program for Generators (Contract)	1	6,695	6,695			
			PM Program for Pest Control	1	3,200	3,200			
			PM Program for Town Hall & Library Handicapped Entry Doors	1	700	700			
			Semi-annual Backflow Preventer Testing	1	2,480	2,480			
			Semi annual Kitchen Hood Fire Suppression Service	1	1,200	1,200			
			Semi-annual Town Hall Clock Service & Resetting	1	400	400			
			Septic System Pumping (Includes HS Grease Trap Pumping)	1	9,745	9,745			
			Underground Oil Storage Tank Testing & Certification	1	1,750	1,750			
			Automatic Temperature Control System Service & Repairs (Adding Chaffee)	1	20,000	20,000			
			Disposal of HAZMAT Items to meet DEP standards	1	700	700			
			Electrical Repairs (requiring permits) (Audit of Expenses = Increase)	1	24,000	24,000			
			Elevator Repairs	1	10,000	10,000			
			Fire Sprinkler Repairs	1	5,000	5,000			
			Generator Repairs	1	10,000	10,000			
			Plumbing Repairs (requiring permits)	1	9,500	9,500			
			Other Vendor Provided Services	1	25,000	25,000			
203	360	001-419-5405-000000	WATER/SEWER				360	360	360
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion-Water (Septic included in Purchase of Service)	4	90	360			
-	15,000	001-419-5407-000000	RUBBISH REMOVAL				-		
			Description	Quantity	Cost Per Item	Total Cost			
			Rubbish Collection for All Non-School Buildings	1		-	From OTS DONATION ACCT		
-	25,000	001-419-5423-000000	PROFESSIONAL SERVICES				25,000	25,000	25,000
			Description	Quantity	Cost Per Item	Total Cost			
			Consultants, Testing, Engineering, etc.	1	25,000	25,000			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
2,242	3,000	001-419-5426-000000	FUEL (HEATING & GENERATOR)				2,860	2,860	2,860
			Description	Quantity	Cost Per Item	Total Cost			
			Fuel for Heating and Generator (2,000 therms)	2,000	1	2,860			
10,321	28,000	001-419-5428-000000	CUSTODIAL SUPPLIES & SERVICES				28,800	28,000	28,000
			Description	Quantity	Cost Per Item	Total Cost			
			Cleaning Supplies Town Buildings	1	28,000	28,000			
			Ice Melt (Tpwn Buildings & School Buildings)	1	800	800			
-	5,000	001-419-5431-000000	EQUIPMENT MAINTENANCE				5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost			
			Maintenance & Repairs of Vehicles, Office Equipment & Shop Equipment	1	5,000	5,000			
53,698	67,180	001-419-5500-000000	SUPPLIES & MISCELLANEOUS				87,180	70,000	67,180
			Description	Quantity	Cost Per Item	Total Cost			
			Air Filters	1	7,500	7,500			
			Batteries	1	4,650	4,650			
			Drive Belts	1	3,500	3,500			
			Grease, Oil & Lubricants	1	750	750			
			Hardware & Fasteners	1	600	600			
			Light Bulbs & Ballasts	1	13,580	13,580			
			Refrigerant	1	600	600			
			Repair Parts	1	50,000	50,000			
			Tools	1	6,000	6,000			
								Techs doing more maintenance	
								New tools required	
766	-	001-419-5700-000000	OTHER CHARGES				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
			MISC	1	-	-			
			ADMINISTRATION:						
128,697	30,000	001-421-5403-000000	ELECTRICITY				50,000	30,000	30,000
			Description	Quantity	Cost Per Item	Total Cost			
			Electric Service for DPW Buildings, Parks, Cemetery, Traffic Signals	1	50,000	50,000			
1,500	1,600	001-421-5405-000000	WATER/SEWER				1,800	1,600	1,600
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion-Water Usage at 34 Charlton Street and 450 Main Street	1	1,800	1,800			
5,134	-	001-421-5412-000000	RADIO REPAIRS				7,500	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost			
			Radio repairs	1	7,500	7,500			
11,651	12,280	001-421-5426-000000	FUEL (HEATING & GENERATOR)				11,745	11,500	11,500
			Description	Quantity	Cost Per Item	Total Cost			
			Heating Oil - 34 Charlton Street (gal)	3,500	\$3.07	10,745			
			Propane - North Cemetery Office (gal)	500	\$2.00	1,000			
39,085	60,000	001-421-5427-000000	PROFESSIONAL SERVICES/STORMWATER MGMT				100,000	75,000	75,000
			Description	Quantity	Cost Per Item	Total Cost			
			Professional Survey Services	1	20,000	20,000			
			Professional Design & Stormwater Services	1	80,000	80,000			
								may need to increase depending	
								on quals of new engineer	
1,908	1,500	001-421-5428-000000	CLEANING/CUSTODIAL SERVICE				1,500	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Cleaning Supplies (Rags, Towels, Soap, Solvents, etc)	1	1,500	1,500			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
10,471	7,500	001-421-5462-000000	TRAFFIC/AUX LIGHTS O/M				10,000	7,500	7,500
			Description	Quantity	Cost Per Item	Total Cost			
			Bulbs, LED's, Power Units, Loop Detectors, Amplifiers, etc	1	10,000	10,000			
8,580	5,268	001-421-5501-000000	SUPPLIES & MATERIALS				13,480	6,000	6,000
			Description	Quantity	Cost Per Item	Total Cost			
			Office Supplies, Registry Recordings, Legal Notices, Certified Mailings	1	10,000	10,000			
			Copy Machine Maintenance	12	90	1,080			
			Small Copy Machine Rental	12	200	2,400			
21,587	20,000	001-421-5512-000000	UNIFORMS/SAFETY PROGRAM				21,250	20,000	20,000
			Description	Quantity	Cost Per Item	Total Cost			
			Uniforms:						
			Rain Gear, High Visibility Jackets, Vests (New Hires)	2	250	500			
			Sweatshirts (21 Employees)	21	30	630			
			Tee Shirts Fulltime (21 Employees, 10 per year)	210	10	2,100			
			Tee Shirts Seasonal + PT Custodians (8 Employees, 5 per year)	40	10	400			
			Pants (21 Employees, 5 per year)	105	50	5,250			
			Ruin Cost (Sweatshirts, Pants, Shirts, Rain Gear, Hi Viz Jacket, Vests)	10	250	2,500			
			Work Boots (21 Employees, 1 per year)	21	150	3,150			
			Safety Glasses (11 Employees per year)	11	200	2,200			
			Safety Program:						
			Random Drug Testing-12 Tests	12	65	780			
			Random Alcohol Testing-12 Tests	12	35	420			
			Hoisting Continuing Education (10 Employees)	15	40	600			
			Hoisting License Renewal (10 Employees)	10	62	620			
			CDL License Renewal (10 Employees)	10	90	900			
			CDL Medical Exam (10 Employees)	10	120	1,200			
2,459	3,500	001-421-5701-000000	TRAINING/DEVELOPMENT/TRAVEL				5,250	3,500	3,500
			Description	Quantity	Cost Per Item	Total Cost			
			Training Allowance for 20 Employees	20	200	4,000			
			Professional Organization Dues (WCHA, MHA, APWA, MTWA, MCA)	1	750	750			
			Travel	1	500	500			
48,678	54,500	001-422-5434-000000	HIGHWAY: HIGHWAY EQUIPMENT RENTAL				58,000	55,000	45,000
			Description	Quantity	Cost Per Item	Total Cost			
			Excavator, Wheel Loader, Vac-Truck	1	10,000	10,000			
			Compactors, Saws, Air Tools, Compressors, etc	1	1,000	1,000			
			Street Sweeper Debt Service (Year 3 of 5-year Lease Purchase)	1	47,000	47,000			
4,545	7,500	001-422-5501-000000	SUPPLIES & MATERIALS				5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost			
			Plastic Bags, Rags, Rakes, Shovels, Brooms, Lifting Chains, Ropes, Cables, Misc.						
			Hardware, Marking Paint, Saw Blades, Fasteners, etc	1	5,000	5,000			
52,926	60,000	001-422-5522-000000	ROAD MAINTENANCE				125,000	70,000	70,000
			Description	Quantity	Cost Per Item	Total Cost			
			Road Striping	1	40,000	40,000			
			Cold Patch	1	25,000	25,000			
			Signs (New MUTCD Requirements)	1	15,000	15,000			
			Guardrail	1	40,000	40,000			
			Police Details	1	5,000	5,000			

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
51,237	69,000	001-423-5424-000000	SNOW AND ICE: CONTRACT SNOWPLOWING/REMOVAL	63,440	63,440	63,440
			Description	Quantity	Cost Per Item	Total Cost
			3/4 Ton (8501 - 10,000gvwr) with 8 Foot Plow (60 hours x 3 Trucks)	180	68	12,240
			3/4 Ton (8501 - 10,000gvwr) with 9 Foot Plow (60 hours x 3 Trucks)	180	70	12,600
			1 Ton (10,001 - 16,000gvwr) with 9 Foot Plow (60 hours x 5 Trucks)	300	72	21,600
			Backhoe Loader with 9 Foot Plow (60 hours x 1 Trucks)	60	78	4,680
			Wheel Loader with 9 Foot Plow (60 hours x 1 Trucks)	60	88	5,280
			10-Wheelers for Snow Removal from Town Center	80	88	7,040
194,947	205,000	001-423-5536-000000	WINTER MAINTENANCE	184,000	184,000	184,000
			Description	Quantity	Cost Per Item	Total Cost
			Treated Sodium Chloride Road Salt	2500	68	170,000
			Plow Blades, Bolts, etc	1	5,000	5,000
			Rented Loader for Salt Loading	1	4,000	4,000
			Conveyor Rental	1	2,500	2,500
			Police Details	1	2,500	2,500
126,560	125,000	001-427-5433-000000	FLEET MAINTENANCE: GENERAL FLEET MAINTENANCE	153,169	130,000	130,000
			Description	Quantity	Cost Per Item	Total Cost
			DPW Routine Maintenance	1	100,200	100,200
			DPW Contracted Service	1	10,900	10,900
			DPW Annual Vehicle Inspection	1	2,900	2,900
			Fire-EMS Routine Maintenance	1	10,400	10,400
			Fire-EMS Contracted Service (Funded in Fire-EMS Budget)	1	-	-
			Fire-EMS Annual Vehicle Inspections	1	1,525	1,525
			Police Routine Maintenance	1	13,850	13,850
			Police Contracted Service	1	5,500	5,500
			Police Annual Vehicle Inspections	1	600	600
			5% Contingency			7,294
785	4,000	001-427-5465-000000	SWEeper BROOM REFILLS	4,000	3,000	3,000
			Description	Quantity	Cost Per Item	Total Cost
			Brooms (1 Sweeper x 8 changeouts x \$500 per changeout	8	500	4,000
3,194	5,500	001-427-5466-000000	FLUIDS/OILS/LUBRICANTS	12,390	5,500	5,500
			Description	Quantity	Cost Per Item	Total Cost
			Engine Oil DPW	1	6,000	6,000
			Engine Oil Fire-EMS	1	1,400	1,400
			Engine Oil Police	1	1,400	1,400
			Hydraulic Oil (DPW)	1	3,000	3,000
			5% Contingency			590
5,329	6,500	001-427-5506-000000	TOOLS/EQUIPMENT	6,700	6,500	6,500
			Description	Quantity	Cost Per Item	Total Cost
			Hand Tools / Shop Tools	1	4,500	4,500
			Hydraulic Lift Maintenance	1	1,200	1,200
			Welding Supplies	1	1,000	1,000

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
-	500	001-429-5405-000000	CEMETERY: WATER				1,000	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion Water-North Cemetery	1	1,000	1,000			
5,098	1,500	001-429-5434-000000	EQUIPMENT RENTAL / REPLACE				1,500	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Small Equipment (String Trimmers, Leaf Blowers, Saws)	1	1,500	1,500			
742	1,500	001-429-5454-000000	FLAGS, MARKERS, WREATHS				1,500	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Flags, Markers, Wreaths	1	1,500	1,500			
8,139	9,500	001-429-5501-000000	SUPPLIES & MATERIALS				10,000	9,500	9,500
			Description	Quantity	Cost Per Item	Total Cost			
			Plastic Bags, Rakes, Shovels, Brooms, Mower Blades, Chainsaw Chains, Bar & Chain						
			Oil, 2 cycle Mix Oil, etc	1	7,500	7,500			
			Portable Toilet	1	2,500	2,500			
-	750	001-429-5527-000000	FERTILIZER, SEEDS, & FLOWERS				750	750	750
			Description	Quantity	Cost Per Item	Total Cost			
			Beautification	1	750	750			
4,867	10,500	001-429-5545-000000	ORDINARY MAINTENANCE				10,600	10,000	10,000
			Description	Quantity	Cost Per Item	Total Cost			
			Foundations	1	2,000	2,000			
			Tree Replacement	1	3,500	3,500			
			Benches & Equipment	1	3,600	3,600			
			Cemetery Road Maintenance	1	1,000	1,000			
			Signs	1	500	500			
4,994	6,000	001-433-5405-000000	PARKS, RECREATION & GROUNDS MAINTENANCE: WATER/SEWER				8,500	6,000	6,000
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion Water Usage:						
			Ruel Field Irrigation	1	5,000	5,000			
			Greenbriar Irrigation	1	1,000	1,000			
			Joslin Ball Field Irrigation	1	2,000	2,000			
			Town Common/Bandstand-Irrigation & Domestic	1	500	500			
1,686	3,000	001-433-5423-000000	PROFESSIONAL SERVICES				3,280	3,000	3,000
			Description	Quantity	Cost Per Item	Total Cost			
			Professional Services De-Weeding Carbuncle Pond	1	3,280	3,280			
26,800	50,000	001-433-5449-000000	CONTRACT TREE CARE				94,000	55,000	50,000
			Description	Quantity	Cost Per Item	Total Cost			
			Tree Removal and Trimming (Daily Rate)	25	2,880	72,000			
			Stump Removal (Daily Rate)	20	600	12,000			
			Townwide Roadside Mowing (Yearly)(Rental Equipment Ahearn Equipment)	1	9,500	9,500			
			Police Details (8 hour average daily rate (\$50 x 10 days)	10	50	500			
1,498	1,500	001-433-5450-000000	TREE REPLACEMENT				5,000	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Downtown Tree Replacement Program	1	5,000	5,000			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
15,010	5,000	001-433-5501-000000	SUPPLIES & MATERIALS				5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost			
			Rakes, Shovels, Brooms, Mower Blades, Playground Equipment, Benches, Nets, Hoops,						
			Signs, Marking Paint, etc	1	2,500	2,500			
			Portable Toilets	1	2,500	2,500			
340	10,800	001-433-5526-000000	DOWNTOWN BEAUTIFICATION				10,000	10,000	10,000
			Description	Quantity	Cost Per Item	Total Cost			
			Supplies for Downtown Beautification Committee	1	5,000	5,000			
			Flower pots, soil and flowers for downtown	1	5,000	5,000			
25,016	16,000	001-433-5527-000000	RECREATION-FERTILIZER, SEEDS, & FLOWERS				16,000	16,000	16,000
			Description	Quantity	Cost Per Item	Total Cost			
			Town Fields - Fert., Grub, Crabgrass (Ruel, Joslin Park, Grass Islands, Town Hall	1	7,500	7,500			
			School Fields - Fert., Grub, Crabgrass (High/Middle, Elementary)	1	8,500	8,500			
			* 2 Treatments in FY2021			-			
9,492	9,700	001-433-5537-000000	LANDFILL MAINTENANCE				9,800	9,800	9,800
			Description	Quantity	Cost Per Item	Total Cost			
			Professional Monitoring Services	1	\$8,000.00	8,000			
			Mowing (once per year)	1	\$1,800.00	1,800			
17,853	40,000	001-433-5545-000000	ORDINARY MAINTENANCE				115,240	40,000	40,000
			Description	Quantity	Cost Per Item	Total Cost			
			General Repair Town & Schools (Fencing, Netting, Sod, Infields, Irrigation Repair)	1	30,000	30,000			
			Benches & Equipment	1	5,000	5,000			
			Carbuncle Pond Water Testing (Rereational Swim Program)	12	120	1,440			
			Bark Mulch Town & Schools (cubic yards)	100	38	3,800			
			Playground Special Recreation Mulch (Treasureland, Chaffee, Carbuncle)	2500	30	75,000			
3,160	4,000	001-492-5423-000000	CONSERVATION: DE-WEEDING PROGRAM				5,000	4,000	4,000
			Description	Quantity	Cost Per Item	Total Cost			
			McKinstry Weed & Algae Control	2	2,500	5,000			
490	400	001-492-5501-000000	SUPPLIES & MATERIALS				1,400	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Testing Kits, Bug Spray, Flagging Material, Paint, Dye, etc	1	400	400			
			Broadband Service for Osprey Camera (Covered by Grant) (7 Months)	1	500	500			
			Earth Cam Hosting for Osprey Camera (Covered by Grant) (7 Months)	1	500	500			
54	100	001-492-5602-000000	TRAVEL				100	100	100
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage Reimbursement for Personal Vehicle Usage	1	100	100			
1,052	1,400	001-492-5613-000000	EDUCATION & DUES				1,400	1,000	1,000
			Description	Quantity	Cost Per Item	Total Cost			
			Training, MACC Conference, MACC Membership	1	1,400	1,400			
1,107,237	1,129,338		Total Service & Supplies				1,467,534	1,135,910	1,118,090

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
		001-421-5840-000000	CAPITAL OUTLAY DPW IMPROVEMENTS & REPAIRS				20,000	-	
			Description	Quantity	Cost Per Item	Total Cost			
			Building Improvements Various Buildings each under \$20K	1	20,000	20,000			
748		001-421-5845-000000	DPW EQUIPMENT				20,000	-	
			Description	Quantity	Cost Per Item	Total Cost			
			Replace Zero Turn and Acquire a Stander Mower	1	20,000	20,000			
748	-		Total Capital Outlay				40,000	-	
2,802,171	3,040,829		Total Public Works				3,574,958	3,203,334	3,066,980

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
SERVICES & SUPPLIES									
130,750	100,000	001-499-5404-000000	TELECOMMUNICATIONS (INCLUDING RADIO MAINTENANCE)				100,000	100,000	100,000
			Description	Quantity	Cost Per Item	Total Cost			
			American Alarm						
			Beltronics (radio support contract)	1	\$3,700.00	3,700			
			Doscoe						
			Nextivia						
			Spectrum - Town	12	\$210.00	2,520			
			Spectrum - Carbundle Beach House	12	\$108.00	1,296			
			Spectrum - Animal Control	12	\$65.00	780			
			Verizon - monthly service - toll calls -misc service	12	\$1,300.00	15,600			
			Verizon Wireless - monthly service fee - air cards - mobile phones - ipads	12	\$2,800.00	33,600			
			Verizon Business	12	\$20.00	240			
			Charter-cable boxes Police-Library-Fire-DPW-COA	12		-			
			TO LEVEL FUND	1	\$42,264.00	42,264			
130,750	100,000		Total Service & Supplies				100,000	100,000	100,000
CAPITAL OUTLAY									
-	-	001-499-5845-000000	EQUIPMENT				-		
			Description	Quantity	Cost Per Item	Total Cost			
						-			
						-			
-	-		Total Capital Outlay				-		
130,750	100,000		Total Municipal Utilities-TELECOMMUNICATIONS				100,000	100,000	100,000

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
93,793	150,000	001-499-5513-000000	SERVICES & SUPPLIES MUNICIPAL FUEL				159,040	155,000	140,000
			Description	Quantity	Cost Per Item	Total Cost			
			Gasoline - Midgrade 89 Octane	37,000	\$2.38	88,060			
			Diesel - Ultra Low Sulfur w/ Winter Additive	28,000	\$2.79	78,120			
			Less Fuel Charged to Other Departments (School Dept. & Housing Authority)	3,000	\$2.38	(7,140)			
93,793	150,000		Total Service & Supplies				159,040	155,000	140,000
-		001-499-5845-000000	CAPITAL OUTLAY EQUIPMENT				10,000	-	
			Description	Quantity	Cost Per Item	Total Cost			
			Equipment Maintenance	1	\$10,000.00	10,000			
-	-		Total Capital Outlay				10,000	-	
93,793	150,000		Total Municipal Utilities-MUNICIPAL FUEL				169,040	155,000	140,000

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
142,980	165,000	001-499-5528-000000	SERVICES & SUPPLIES HYDRANTS				165,000	165,000	165,000
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion-Hydrants	4	\$41,250.00	165,000			
142,980	165,000		Total Service & Supplies				165,000	165,000	165,000
142,980	165,000		Total Municipal Utilities-HYDRANTS				165,000	165,000	165,000

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
35,224	40,554	001-541-5101-000000	COUNCIL ON AGING DIRECTOR				41,008	41,008	41,008
			Description	Quantity	Cost Per Item	Total Cost			
			0.5 FTE COA Director (increased from 18.75 hrs to 20 hrs/wk)			41,008			
-	-	001-541-5102-000000	ASSISTANT DIRECTOR				12,000	41,000	41,000
			Description	Quantity	Cost Per Item	Total Cost			
			Assistant Director			12,000	-		
							Cook from Formula Grant		
-	13,632	001-541-5301-000000	CLERICAL SUPPORT				14,469	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			.3 FTE CLERICAL SUPPORT			14,469			
12,896	16,045	001-541-5307-000000	OUT-REACH WORKER				16,286	-	16,045
			Description	Quantity	Cost Per Item	Total Cost			
			0.4 FTE Outreach Worker			16,286			
36,006	40,425	001-541-5309-000000	VAN DRIVERS				42,408	42,409	40,425
			Description	Quantity	Cost Per Item	Total Cost			
			1.25 FTE Van Drivers (2)			42,408			
			WRTA Van Driver						
84,126	110,656		Total Salaries				126,171	124,417	138,478
7,326	8,280	001-541-5403-000000	SERVICES & SUPPLIES ELECTRICITY				8,200	8,200	8,200
			Description	Quantity	Cost Per Item	Total Cost			
			National Grid	12	\$683.33	8,200			
297	350	001-541-5405-000000	WATER/SEWER				350	350	350
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion Water	4	\$87.50	350			
3,599	3,200	001-541-5426-000000	FUEL (HEATING & GENERATOR)				3,600	3,600	3,600
			Description	Quantity	Cost Per Item	Total Cost			
			Heating	1	\$3,600.00	3,600			
991	1,500	001-541-5429-000000	VAN MAINTENANCE				1,200	1,200	1,200
			Description	Quantity	Cost Per Item	Total Cost			
			Misc Repairs to Van	1	1,000	1,000			
			Inspections	1	200	200			
-	500	001-541-5447-000000	PROGRAMS & WORKSHOPS				-	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Professional Development	1		-			
1,564	5,100	001-541-5501-000000	SUPPLIES & MISC				14,480	5,100	5,100
			Description	Quantity	Cost Per Item	Total Cost			
			New cabinet door/handles and kitchen island; storage shelving through MassCor	1	4,489	4,489			
			Motion Picture Licensing Corp	1	240	240			
			Subsidized meals/food	1	3,000	3,000			
			AED	1	6,751	6,751			
							Move to Formula Grant		

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
108	100	001-541-5602-000000	TRAVEL				100	100	100
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage Reimbursement, Parking , and Tolls	1	50	50			
			Parking and Tolls	1	50	50			
-	-	001-541-5613-000000	EDUCATION				625	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			Misc Education/Dues	1	375	375			
			MasDOT training for van drivers	1	250	250			
13,885	19,030		Total Service & Supplies				28,555	18,550	18,550
			CAPITAL OUTLAY						
		- 001-541-5840-000000	IMPROVEMENTS & REPAIRS				-		
			Description	Quantity	Cost Per Item	Total Cost			
-	-	001-541-5845-000000	EQUIPMENT				-		
			Description	Quantity	Cost Per Item	Total Cost			
-	-		Total Capital Outlay				-		
98,011	129,686		Total Council on Aging				154,726	142,967	157,028
	(15,000.00)						(15,000.00)	(15,000.00)	(15,000.00)
	114,686.00						139,726.25	127,967.00	142,028.00

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
VETERANS' SERVICES									
3,946	24,349	001-543-5102-000000	AGENT				30,575	30,575	24,349
			Description	Quantity	Cost Per Item	Total Cost			
			0.50 FTE Veterans' Agent			30,575			
3,946	24,349		Total Salaries				30,575	30,575	24,349
SERVICES & SUPPLIES									
-	-	001-543-5423-000000	PROFESSIONAL SERVICES				8,000	8,000	8,000
			Description	Quantity	Cost Per Item	Total Cost			
			Director Share	1	\$8,000.00	8,000			
149,778	169,750	001-543-5425-000000	BENEFITS				201,200	201,200	175,000
			Description	Quantity	Cost Per Item	Total Cost			
			Approximately 13 Clients per Month	12	\$16,100.00	193,200			
			Approximately 2 Funerals per Year	2	\$4,000.00	8,000			
32	100	001-543-5501-000000	SUPPLIES & MISC				100	100	100
			Description	Quantity	Cost Per Item	Total Cost			
			Miscellaneous Supplies	1	\$100.00	100			
115	300	001-543-5613-000000	EDUCATION & DUES				600	600	600
			Description	Quantity	Cost Per Item	Total Cost			
			Mass Veterans Association Annual Dues	1	50	50			
			Worcester County Veterans Annual Dues	1	50	50			
			Training in Fall - travel - meals	1	500	500			
						-			
149,925	170,150		Total Service & Supplies				209,900	209,900	183,700
153,871	194,499		Total Veterans' Services				240,475	240,475	208,049

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
70,204	75,000	001-610-5101-000000	LIBRARY LIBRARIAN				76,042	76,042	75,000
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Director			76,042			
40,583	42,354	001-610-5102-000000	ASSISTANT DIRECTOR				44,528	44,528	42,354
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Assistant Director			44,528			
75,180	83,791	001-610-5104-000000	LIBRARIANS				86,792	86,792	47,557
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Adult Librarian			38,615			
			1.0 FTE Children's Librarian			48,177			
73,316	75,895	001-610-5201-000000	CIRCULATION CLERKS				79,164	79,164	40,040
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE Adult Circulation Clerk			40,549			
			1.0 FTE Children's Circulation Clerk			38,615			
22,969	26,860	001-610-5301-000000	P.T. CIRCULATION CLERKS/PT CHILD ASST.				28,621	28,621	46,750
			Description	Quantity	Cost Per Item	Total Cost			
			1.0 FTE PT CIRCULATION CLERKS (2)			28,621			
			0.0 FTE PT CHILD ASST.			-			
34,477	39,105	001-610-5307-000000	PART-TIME PAGES				41,076	41,076	-
			Description	Quantity	Cost Per Item	Total Cost			
			1.5 FTE Pages (4)			41,076			
316,729	343,005		Total Salaries				356,223	356,223	251,701
			SERVICES & SUPPLIES						
32,075	25,000	001-610-5403-000000	ELECTRICITY				20,000	20,000	20,000
			Description	Quantity	Cost Per Item	Total Cost			
			National Grid	12	\$1,666.66	20,000			
836	600	001-610-5404-000000	TELECOMMUNICATIONS/ALARM				800	800	800
			Description	Quantity	Cost Per Item	Total Cost			
			American Alarm Co	4	\$200.00	800			
1,756	1,800	001-610-5405-000000	WATER/SEWER				1,800	1,800	1,800
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion Water	4	\$450.00	1,800			
3,792	2,000	001-610-5422-000000	PROGRAMMING SUPPLIES				2,500	2,500	2,500
			Description	Quantity	Cost Per Item	Total Cost			
			Programming Supplies	12	\$208.33	2,500			
9,919	9,000	001-610-5426-000000	FUEL (HEATING & GENERATOR)				10,000	10,000	10,000
			Description	Quantity	Cost Per Item	Total Cost			
			National Grid-Natural Gas Heat	12	\$800.00	9,600			
			Peterson Oil-Generator Fuel	1	\$400.00	400			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
801	900	001-610-5431-000000	EQUIPMENT MAINTENANCE				850	850	850
			Description	Quantity	Cost Per Item	Total Cost			
			DEMCO	1	\$850.00	850			
5,279	4,800	001-610-5447-000000	LIBRARY CULTURAL PROGRAMMING				6,300	5,500	5,500
			Description	Quantity	Cost Per Item	Total Cost			
			Specialty Cultural Programs	12	\$400.00	4,800			
			Arts	1	\$1,500.00	1,500			
790	1,000	001-610-5449-000000	LANDSCAPING				1,000	1,000	1,000
			Description	Quantity	Cost Per Item	Total Cost			
			Fertilizing, Mulch, etc	4	\$250.00	1,000			
312	500	001-610-5452-000000	MUSEUM				500	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Northeast Document Conservation	1	\$500.00	500			
4,758	3,000	001-610-5501-000000	SUPPLIES & MISC.				3,500	3,000	3,000
			Description	Quantity	Cost Per Item	Total Cost			
			Misc Library Supplies	1	\$3,500.00	3,500			
-	23,375	01-610-5503-000000	SERVICES/SOFTWARE				25,297	25,297	25,297
			Description	Quantity	Cost Per Item	Total Cost			
			CW MARS Network (Previously in MIS budget)	1	\$25,297.00	25,297			
4,716	4,000	001-610-5529-000000	PERIODICALS				4,000	4,000	4,000
			Description	Quantity	Cost Per Item	Total Cost			
			Subscriptions, Webster Times on Microfilm	1	\$4,000.00	4,000			
15,211	14,000	001-610-5530-000000	A/V & RECORDS				15,000	14,000	15,000
			Description	Quantity	Cost Per Item	Total Cost			
			Audiobooks on CD, Movies on DVD, Games, etc	1	\$15,000.00	15,000			
45,732	57,000	001-610-5531-000000	BOOKS				57,000	57,000	57,000
			Description	Quantity	Cost Per Item	Total Cost			
			Purchase of Books	1	\$57,000.00	57,000			
7,681	4,800	001-610-5533-000000	REFERENCE MATERIALS				5,000	5,000	5,000
			Description	Quantity	Cost Per Item	Total Cost			
			Newsquest, Proquest, etc-(Online Refence)	1	\$5,000.00	5,000			
375	500	001-610-5602-000000	TRAVEL				500	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Mileage Reimbursement, Parking, Tolls, etc	1	\$500.00	500			
764	750	001-610-5613-000000	EDUCATION & DUES				750	750	750
			Description	Quantity	Cost Per Item	Total Cost			
			Mass Library Association-Annual Dues	1	\$250.00	250			
			Mass Library Association-Training, Conferences, Meetings, etc	1	\$500.00	500			
134,797	153,025		Total Service & Supplies				154,797	152,497	153,497

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
-	-	001-610-5840-000000	CAPITAL OUTLAY IMPROVEMENTS & REPAIRS				-		
			Description	Quantity	Cost Per Item	Total Cost			
-	-	001-610-5845-000000	EQUIPMENT				-		
			Description	Quantity	Cost Per Item	Total Cost			
-	-		Total Capital Outlay				-		
451,526	496,030		Total Library				511,020	508,720	405,198

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
COMMUNITY CENTER ENTERPRISE									
36,638	40,554	691-640-5101-000000	SALARIES: DIRECTOR OF COMMUNITY PROGRAMS				41,008	41,008	41,008
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Director (increased from 18.75 hrs to 20 hrs/wk)			41,008			
-	-	691-640-5102-000000	ASSISTANT DIRECTOR OF COMMUNITY PROGRAMS				-	-	
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time			-			
44,684	50,478	691-640-5102-000000	PROGRAM MANAGER				56,016	51,263	26,000
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Program Managers			51,263			
			*Addition of Summer Program Manager			4,753			
4,216	8,666	691-640-5201-000000	PART-TIME SENIOR STAFF				8,794	8,794	-
			Description	Quantity	Cost Per Item	Total Cost			
			Part Time Senior Staff			8,794			
50,212	70,000	691-640-5301-000000	PART-TIME EVENING AND SEASONAL STAFF				83,999	76,859	35,000
			Description	Quantity	Cost Per Item	Total Cost			
			Evening and seasonal staff			76,859			
			*Addition of Pass Checkers			7,140		Pay from Recreation Acct	
19,867	23,000	691-640-5310-000000	LIFEGUARDS				30,096	25,000	-
			Description	Quantity	Cost Per Item	Total Cost			
			Seasonal Lifeguards (increase rate to \$18/hr)			30,096			
155,617	192,698		Total Salaries				219,913	202,924	102,008
SERVICES & SUPPLIES									
70,309	56,000	691-640-5403-000000	ELECTRIC				80,000	48,000	48,000
			Description	Quantity	Cost Per Item	Total Cost			
			Electric costs and Solar Credits	1	\$73,000.00	73,000			
			Carbuncle Building	1	7,000	7,000			
2,036	1,200	691-640-5404-000000	ALARM SERVICE				2,500	2,500	2,500
			Description	Quantity	Cost Per Item	Total Cost			
			American Alarm Services	1	\$2,500.00	2,500			
14,064	15,000	691-640-5405-000000	WATER/SEWER				15,000	15,000	15,000
			Description	Quantity	Cost Per Item	Total Cost			
			Aquarion-Water Usage	4	\$3,750.00	15,000			
61,096	50,000	691-640-5426-000000	FUEL (HEATING & GENERATOR)				56,000	50,000	50,000
			Description	Quantity	Cost Per Item	Total Cost			
			National Grid-Natural Gas	1	\$50,000.00	50,000			
			Carbuncle Building	1	\$6,000.00	6,000			
34,362	31,300	691-640-5447-000000	PROGRAMS				40,600	35,000	35,000
			Description	Quantity	Cost Per Item	Total Cost			
			Program Service Vendors	1	\$39,000.00	39,000			
			Transportation costs	1	\$1,600.00	1,600			

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
9,885	12,838	691-640-5501-000000	SUPPLIES & MISC	18,900	13,000	13,000
			Description	Quantity	Cost Per Item	Total Cost
			Canon Financial Services Inc	1	4,800	4,800
			Step Co LLC DBA Body Training	1	2,700	2,700
			Miscellaneous Supplies	1	5,000	5,000
			Lifeguard Incentives	1	500	500
			Gym rental	1	2,900	2,900
			New program development	1	3,000	3,000
191,752	166,338		Total Service & Supplies	213,000	163,500	163,500
			CAPITAL OUTLAY			
		691-640-5840-000000	IMPROVEMENTS & REPAIRS	-		
			Description	Quantity	Cost Per Item	Total Cost
		- 691-640-5845-000000	EQUIPMENT	-		
			Description	Quantity	Cost Per Item	Total Cost
-	-		Total Capital Outlay	-		
347,369	359,036		Total Community Center Enterprise	432,913	366,424	265,508

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
534	450	001-691-5301-000000	HISTORICAL COMMISSION CLERK				1,014	1,014	1,014
			Description	Quantity	Cost Per Item	Total Cost			
			PT Clerical Support			1,014			
534	450		Total Salaries				1,014	1,014	1,014
-	100	001-691-5501-000000	SERVICES & SUPPLIES SUPPLIES & MISC				100	100	100
			Description	Quantity	Cost Per Item	Total Cost			
			Miscellaneous Supplies	4	\$25.00	100			
149	140	001-691-5613-000000	EDUCATION & DUES				150	150	150
			Description	Quantity	Cost Per Item	Total Cost			
			The Last Green Valley	2	\$75.00	150			
			Conferences, Training, and Meetings			-			
149	240		Total Service & Supplies				250	250	250
683	690		Total Historical Commission				1,264	1,264	1,264

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
CELEBRATIONS SERVICES & SUPPLIES						
2,042	1,500	001-692-5453-000000	VETERANS DAY	2,000	2,000	2,000
Description						
American Legion-Veterans' Day Celebration						
Quantity Cost Per Item Total Cost						
1 \$2,000.00 2,000						
1,536	1,500	001-692-5454-000000	FLAGS (STREET)	2,000	2,000	2,000
Description						
Action Flag, Jerry's Flag-Flags, Poles, Fixtures, etc.						
Quantity Cost Per Item Total Cost						
1 \$2,000.00 2,000						
2,502	1,500	001-692-5455-000000	CHRISTMAS/BANDSTAND	2,000	2,000	2,000
Description						
Arsenault & Sons-Xmas Lights at Bandstand						
Xmas Holiday Parade						
Quantity Cost Per Item Total Cost						
1 \$1,000.00 1,000						
1 \$1,000.00 1,000						
2,275	2,900	001-692-5456-000000	MEMORIAL DAY	3,000	3,000	3,000
Description						
American Legion-Memorial Day Celebration						
Auburn Florist						
Action Flag, Jerry's Flag-Flags, Poles, Fixtures, etc.						
Quantity Cost Per Item Total Cost						
1 \$1,000.00 1,000						
1 \$1,000.00 1,000						
1 \$1,000.00 1,000						
-	-	001-692-5xxx-000000	TENTATIVE NEW CELEBRATION	-	-	-
Description						
Miscellaneous Support TBD by Committee						
Quantity Cost Per Item Total Cost						
1 -						
8,355	7,400	Total Service & Supplies		9,000	9,000	9,000
8,355	7,400	Total Celebrations		9,000	9,000	9,000

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
			DEBT SERVICES			
			DEBT FINANCING			
840,000	865,000	001-710-5910-000000	MATURING DEBT	820,000	820,000	820,000
			Description	Quantity	Cost Per Item	Total Cost
			01 Natural Gas Conversion	1	\$20,000.00	20,000
			01 Clock Tower	1	\$10,000.00	10,000
			02 Fire Truck Rehab	1	\$25,000.00	25,000
			02 Police Station	1	\$235,000.00	235,000
			03 School-Middle	1	\$130,000.00	130,000
			03 School-Middle HVAC	1	\$60,000.00	60,000
			03 School-Chaffee	1	\$290,000.00	290,000
			06 Community Center Elevator/3rd Floor Renovation	1	\$50,000.00	50,000
136,700	166,300	001-751-5920-000000	SHORT TERM DEBT	256,300	256,300	256,300
			Description	Quantity	Cost Per Item	Total Cost
			Splash Pad - Payment 4 of 10 (paid through Smolenski Millette)	1	\$0.00	
			Clock Tower - Payment 4 of 10	1	\$32,700.00	32,700
			Library - Payment 4 of 10	1	\$14,000.00	14,000
			OHS Roof & Bleachers - Payment 3 of 10	1	\$60,000.00	60,000
			Bathhouse - Payment 3 of 10	1	\$30,000.00	30,000
			Streetlights - Payment 2 of 10	1	\$29,600.00	29,600
			Saccarappa Bridge - 1 of 9	1	\$90,000.00	90,000
298,236	266,968	001-751-5915-000000	LONG TERM INTEREST	235,193	235,193	235,193
			Description	Quantity	Cost Per Item	Total Cost
			01 Natural Gas Conversion	1	\$8,193.76	8,194
			01 Clock Tower	1	\$4,862.50	4,863
			02 Fire Truck Rehab	1	\$4,500.00	4,500
			02 Police Station	1	\$93,235.00	93,235
			03 School-Middle	1	\$41,210.00	41,210
			03 School-Middle HVAC	1	\$29,956.26	29,956
			03 School-Chaffee	1	\$37,385.00	37,385
			06 Community Center Elevator/3rd Floor Renovation	1	\$15,850.00	15,850
23,374	65,000	001-752-5925-000000	SHORT TERM INTEREST	65,000	65,000	65,000
			Description	Quantity	Cost Per Item	Total Cost
			01 Short Term Interest on BAN's, TAN's, RAN's, Appellate, etc			65,000
1,298,310	1,363,268		Total Debt Service	1,376,493	1,376,493	1,376,493

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager	REV
52,363	120,000	001-913-5170-000000	EMPLOYEE BENEFITS RETIREMENT & INSURANCE UNEMPLOYMENT INSURANCE	100,000	80,000	115,000
1,908,644	2,019,052	001-911-5174-000000	RETIREMENT	2,229,090	2,229,090	2,229,090
4,033,488	4,326,142	001-914-5173-0000xx	GROUP HEALTH INSURANCE (Complete Health Ins tab)	4,330,000	4,330,000	4,330,000
1,086	2,000	001-915-5173-000000	GROUP LIFE INSURANCE	2,000	2,000	2,000
296,374	325,000	001-916-5175-000000	GROUP FICA	325,000	325,000	325,000
395,255	475,000	001-945-5623-000000	GENERAL INSURANCE	475,000	400,000	400,000
6,687,210	7,267,194		Total Retirement & Insurance	7,461,090	7,366,090	7,401,090

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
SEWER ENTERPRISE									
SALARIES:									
8,601	9,539	690-449-5102-000000	FOREMAN/MAINTAINER				10,115	10,115	10,115
			Description	Quantity	Cost Per Item	Total Cost			
			6 hours per week			10,115			
8,601	9,539		Total Salaries				10,115	10,115	10,115
SERVICES & SUPPLIES									
6,370	9,500	690-449-5400-000000	CONTRACT OPERATIONS (ON-CALL)				9,500	9,500	9,500
			Description	Quantity	Cost Per Item	Total Cost			
			On-Call Contract Operation for Sewer System-As Needed	1	9,500.00	9,500			
14,487	11,500	690-449-5403-000000	ELECTRIC SERVICE				14,000	14,000	14,000
			Description	Quantity	Cost Per Item	Total Cost			
			National Grid and Net Metering Credit payments	1	14,000.00	14,000			
2,408	2,220	690-449-5404-000000	TELECOMMUNICATIONS				2,500	2,500	2,500
			Description	Quantity	Cost Per Item	Total Cost			
			Telephone Service for Pumping Station	1	2,500.00	2,500			
938	800	690-449-5405-000000	WATER SERVICE				800	800	800
			Description	Quantity	Cost Per Item	Total Cost			
			Water Service for Old Webster Road Pumping Station-hosing off wetwell	4	200.00	800			
78,454	30,000	690-449-5423-000000	PROFESSIONAL SERVICES				28,000	28,000	28,000
			Description	Quantity	Cost Per Item	Total Cost			
			Professional Services as Needed for Survey, Route 20 Sewer Design, I/I Investigations, CCTV Inspections, Water Quality Sampling, etc.	1	28,000.00	28,000			
66	500	690-449-5426-000000	FUEL (GENERATORS)				500	500	500
			Description	Quantity	Cost Per Item	Total Cost			
			Diesel Fuel for Generators	1	500.00	500			
-	1,500	690-449-5434-000000	EQUIPMENT RENTAL				1,500	1,500	1,500
			Description	Quantity	Cost Per Item	Total Cost			
			Miscellaneous Equipment Rental: Smoke Machines, CCTV Cameras, Pipe Plugs, Test Kits	1	1,500.00	1,500			
221,698	220,203	690-449-5463-000000	INTERMUNICIPAL FEES				244,576	244,575	244,575
			Description	Quantity	Cost Per Item	Total Cost			
			Town of Auburn-Quarterly Fee	4	24,000.00	96,000			
			Town of Auburn- Average Daily Flow plus new customers per year(Kgal)	20,800,000	0.00039	8,112			
			Upper Blackstone (UBWPAD) per year (Gallons)	20,800,000	0.00285	59,280			
			Town of Webster-Average Daily Flow per year(Kcubic Feet)	850	95.51	81,184			
15,960	21,800	690-449-5464-000000	METERING SERVICE				15,960	15,960	15,960
			Description	Quantity	Cost Per Item	Total Cost			
			Auburn Flow Metering Service:						
			Lease, Website Hosting, Calibration Checks	1	\$5,320.00	5,320			
						-			
			Thayer Pond Drive Flow Metering Service:						
			Lease, Website Hosting, Calibration Checks	1	\$5,320.00	5,320			
						-			

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
			Old Webster Road Flow Metering Service: Lease, Website Hosting, Calibration Checks	1	\$5,320.00	5,320			
1,464	3,000	690-449-5501-000000	SUPPLIES & MISC				3,000	3,000	3,000
			Description	Quantity	Cost Per Item	Total Cost			
			Miscellaneous Supplies and Materials: Paper, Pencils, Cleaning Supplies, etc	1	3,000.00	3,000			
-	753	690-449-5502-000000	HARDWARE				500	-	-
			Description	Quantity	Cost Per Item	Total Cost			
			PC and Printer Maintenance	1	500.00	500	Included in Indirect Costs		
5,026	2,500	690-449-5503-000000	SOFTWARE				-		
			Description	Quantity	Cost Per Item	Total Cost			
			Utility Module Annual Maintenance	1	-	-	Included in Indirect Costs		
-	900	690-449-5504-000000	POSTAGE				1,000	1,000	1,000
			Description	Quantity	Cost Per Item	Total Cost			
			Postage for Mailing Sewer Bills	2,000	0.50	1,000			
-	1,400	690-449-5508-000000	SPECIAL FORMS				6,000	6,000	6,000
			Description	Quantity	Cost Per Item	Total Cost			
			Sewer Bills	4	1,500.00	6,000			
2,056	9,000	690-449-5538-000000	COLLECTION SYSTEM MAINTENANCE				9,000	9,000	9,000
			Description	Quantity	Cost Per Item	Total Cost			
			Forcemain Breaks & Repairs, Manhole Repairs, Police Details, Etc.	1	\$9,000.00	9,000			
15,815	22,000	690-449-5539-000000	PUMPING STATION EQUIPMENT MAINTENANCE				25,000	25,000	25,000
			Description	Quantity	Cost Per Item	Total Cost			
			Pump Maintenance (Faults, Trips, Bearings, Motor Rebuilds, Clogs, etc)	1	\$25,000.00	25,000			
			Wet Well Maintenance-Degreasing Fluid						
			Wet Well Maintenance-Pump Down and Cleaning (rented vac-truck)						
			Generator Maintenance						
			Electrical Repairs-TVSS, Heaters, Multitrodes						
			Building Maintenance-Painting, Windows, Doors, Signage)						
43,642	38,642	690-449-5910-000000	MATURING DEBT				38,642	38,642	38,642
			Description	Quantity	Cost Per Item	Total Cost			
			Maturing Debt Payments						
			Beverly Street Sewer Extension	1	\$8,642.00	8,642			
			Thayer Pond Cillage Pump Station Improvements	1	\$20,000.00	20,000			
			Leicester Street Sewer Extension	1	\$10,000.00	10,000			
16,415	15,332	690-449-5915-000000	LONG TERM INTEREST				14,087	14,087	14,087
			Description	Quantity	Cost Per Item	Total Cost			
			Long Term Interest on Debt Payments						
			Beverly Street Sewer Extension	1	\$2,884.00	2,884			
			Thayer Pond Cillage Pump Station Improvements	1	\$6,340.00	6,340			
			Leicester Street Sewer Extension	1	\$4,862.50	4,863			
11,522	48,450	690-449-5961-000000	INDIRECT EXPENSES				31,000	31,000	31,000
			Description	Quantity	Cost Per Item	Total Cost			
			Indirect Expenses per Indirect Expense Policy	1	31,000.00	31,000	Found a bust in old formula		
436,321	440,000		Total Service & Supplies				445,564	445,064	445,064

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
154	5,000	690-449-5840-000000	CAPITAL OUTLAY IMPROVEMENTS & REPAIRS				6,304	6,304	6,304
			Description	Quantity	Cost Per Item	Total Cost			
			Building Repair & Maintenance	1	6,304.00	6,304			
14,536	35,611	690-449-5845-000000	EQUIPMENT				37,032	37,532	37,532
			Description	Quantity	Cost Per Item	Total Cost			
			Capital Replacement for Pumps, Check Valves, Motor Controllers, etc	1	\$25,000.00	25,000			
			Reserve for Capital Outlay or Sewer Stabilization Fund	1	\$12,032.00	12,032		Added per budget meeting	
14,690	40,611		Total Capital Outlay				43,336	43,836	43,836
459,612	490,150		Total Sewer Enterprise				499,015	499,015	499,015

Must Agree with Revenues

FY19 Actual	FY20 Budget	Account	Account Description	FY21 Dept Request	FY21 Manager
SEWER ENTERPRISE REVENUES					
409,419	458,340	690-449-4200-000000	USAGE CHARGE	460,165	
			Description	Quantity	Cost Per Item
			North Service Area (kgals)	18,900	\$12.35
			Southwest Service Area (kgals)	13,000	\$16.86
			Splash Pad	1,000	\$7.57
7,218	3,760	690-449-4300-000000	OTHER CHARGES	8,500	
			Description	Quantity	Cost Per Item
			Connection Permits	5	\$1,700.00
					8,500 amount confirmed
10,387	15,000	690-449-4320-000000	BETTERMENTS	15,200	
			Description	Quantity	Cost Per Item
			Beverly Street	1	\$5,700.00
			Leicester Street	1	\$9,500.00
11,301	8,000	690-449-4330-000000	COMMITTED INTEREST	10,400	
			Description	Quantity	Cost Per Item
			Beverly Street	1	\$2,600.00
			Leicester Street	1	\$7,800.00
1,860	2,250	690-449-4350-000000	INTEREST & CHARGES	2,000	
			Description	Quantity	Cost Per Item
			Interest & Charges for Late Payments	1	\$2,000.00
450	300	690-449-4420-000000	OTHER LICENSES	250	
			Description	Quantity	Cost Per Item
			Drain Layer License	5	\$50.00
951	2,500	690-449-4820-000000	EARNINGS ON INVESTMENT	2,500	
			Description	Quantity	Cost Per Item
			Interest Earned	1	\$2,500.00
383	-	690-449-4830-000000	CONTRIBUTIONS/DONATIONS	-	
			Description	Quantity	Cost Per Item
			Transfer In		-
-	-	690-449-4972-000000	TRANSFER IN FROM SPECIAL REVENUE	-	
			Description	Quantity	Cost Per Item
			Transfer In		-
441,969	490,150		Total Revenues	499,015	

Must Agree with Expenditures

FY19 Actual	FY20 Budget	Account	Account Description				FY21 Dept Request	FY21 Manager	REV
76,358	76,358	692-450-5910-000000	SERVICES & SUPPLIES						
			MATURING DEBT				76,358	76,358	76,358
			Description	Quantity	Cost Per Item	Total Cost			
			Maturing Debt Payments on Bonds						
			Water Tank Bond	1	\$11,358.00	11,358			
			Water Acquisition Bond	1	\$65,000.00	65,000			
28,163	26,295	692-450-5915-000000	LONG TERM INTEREST				23,891	23,891	23,891
			Description	Quantity	Cost Per Item	Total Cost			
			Long Term Interest Payments on Bonds						
			Water Tank Bond	1	\$3,791.00	3,791			
			Water Acquisition Bond	1	\$20,100.00	20,100			
104,521	102,653		Total Service & Supplies				100,249	100,249	100,249
104,521	102,653		Total Water Enterprise				100,249	100,249	100,249

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Account	Account Description	FY21 REVENUE		
	WATER ENTERPRISE REVENUES			
692-450-4305-000000	WATER LEASE/RENTAL REVENUE	21,156		
	Description	Quantity	Cost Per Item	Total Cost
	Aquarion Lease for Sutton Ave Water Tank	1	\$21,156.00	21,156
692-450-4320-000000	BETTERMENTS	34,957		
	Description	Quantity	Cost Per Item	Total Cost
	Sutton Ave Interchange	1	\$34,957.00	34,957
692-450-4330-000000	COMMITTED INTEREST	12,235		
	Description	Quantity	Cost Per Item	Total Cost
	Sutton Ave Interchange	1	\$12,235.00	12,235
692-450-4820-000000	EARNINGS ON INVESTMENT	901		
	Description	Quantity	Cost Per Item	Total Cost
	Interest Earned	1	\$901.00	901
	RETAINED EARNINGS to Balance	31,000		
	Total Revenues	100,249		

Must Agree with Expenditures