

**Town of Arlington
Massachusetts**

**Report of the
Finance Committee**



**ANNUAL TOWN MEETING
Monday, April 26, 2021**

THE FINANCE COMMITTEE

CHARLES T. FOSKETT, *Chairman*

CHRISTINE DESHLER, *Vice Chairman*

DEAN CARMAN, *Vice Chairman*

ALAN JONES, *Vice Chairman*

PETER B. HOWARD, *Secretary*

Precinct		Term Ends	Precinct		Term Ends
1	GRANT GIBIAN	2021	11	SHAILEEN CRAWFORD POKRESS	2023
2	SHANE BLUNDELL	2022	12	DARREL HARMER	2021
3	JOHN ELLIS	2021	13	JOHN J. DEYST, JR	2022
4	MICHAIAH HEALY	2021	14	ALAN JONES	2022
5	MARY MARGARET FRANCLEMONT	2023	15	ANNIE LACOURT	2021
6	ARIF PADARIA	2022	16	WILLIAM KELLAR	2023
7	JONATHAN WALLACH	2022	17	ALLAN TOSTI	2021
8	CHARLES T. FOSKETT	2022	18	GEORGE KOCUR	2021
9	BRIAN BECK	2021	19	CHRISTINE DESHLER	2021
10	PETER B. HOWARD	2023	20	DEAN CARMAN	2023
			21	DAVID MCKENNA	2021
	ELIZABETH DIGGINS				
	Executive Secretary				

The Finance Committee was established by vote of the Town over a century ago on March 7, 1895. Article 33 provided for the selection of a "committee of twenty-one", which would consider all articles in the warrant involving an appropriation of money and "make report thereof in print, with their estimates and recommendations for final action of the town....."

Arlington's Finance Committee, however, was not the first in the state. According to the Massachusetts Finance Committee Handbook, "The Finance Committee's beginning was the action of a group of citizens of Quincy in 1870, who created themselves a committee to restore financial order." In 1910, the legislature required finance committees for every town "whose valuation for the purposes of apportioning the state tax exceeds one million dollars." Chapter 39, Section 16, also provided that any other town may "by by-law provide for the election or the appointment and duties of appropriation, advisory or finance committees, who shall consider any or all municipal questions for the purpose of making reports or recommendations to the town...."

In Arlington, the duties and responsibilities of the Finance Committee are stated in the Town Manager Act, Sections 31-35, and in the Bylaws, Title I, Article 7. Finance Committee members must be registered voters of the town. They are appointed by a three-member committee composed of the Moderator, the chairman of the Finance Committee and the chairman of the Board of Trust Fund Commissioners.

Under Section 4 of Article 7 of Title I of the Bylaws, the Finance Committee "shall consider all articles contained in any warrant except articles on zoning...and those articles which do not require or request an appropriation of money...said committee shall make recommendations, and shall report in print, if possible at or prior to each town meeting, but the omission of said committee so to consider, recommend and/or report shall not affect the validity of any vote or other action at any town meeting. The committee shall also make such general suggestions, criticisms and recommendations, as it may deem expedient. Nothing contained in this section shall preclude the Committee from considering, if it sees fit, articles which do not require or request an appropriation of money."

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GLOSSARY

AVAILABLE FUNDS -- See Unencumbered Funds

CHERRY SHEET -- A formerly, cherry-colored form showing state and county charges and reimbursement to the Town as certified by the State Director of Accounts.

ENTERPRISE FUNDS -- Funds that account for all revenues and expenditures for services and allow surpluses to be used to reduce user fees for the services or to pay for capital improvements. Each fund has an independent budget. Losses are made up from the Town's general fund. Presently, Arlington has enterprise funds for Council on Aging Transportation, Recreation, Veterans' Memorial Rink, Water & Sewer and Youth Services.

FISCAL YEAR -- July 1 through June 30.

FREE CASH -- See Unencumbered Funds.

OVERLAY -- Funds set aside to cover abatements and exemptions. The amount is determined by the Board of Assessors.

OVERLAY RESERVE -- Unused accumulated amount of Overlay for previous years that is not required to be held in a specific Overlay account for a given year. Once released by the Board of Assessors, the funds may be used for any municipal purpose.

RESERVE FUND -- A fund established by the Annual Town Meeting. It is under control of the Finance Committee, which may authorize transfers for extraordinary or unforeseen expenditures. The fund may be composed of an appropriation of not more than 5% of the tax levy for the preceding year.

STABILIZATION FUND -- A special account created to provide a reserve for municipal expenditures. Transfers into and out of these funds require a 2/3 vote of Town Meeting.

SURPLUS REVENUE -- The total amount of cash, accounts receivable, and other current assets that exceed liabilities and reserves.

UNENCUMBERED FUNDS -- The amount of surplus revenue, minus uncollected taxes of prior years. Unencumbered funds must be certified by the State Bureau of Accounts before they can be used. This is also known as Free Cash or Available Funds.

REPORT OF THE CHAIR OF THE FINANCE COMMITTEE

It is not possible to begin this report without acknowledging the enormous contribution of our former Finance Committee Chair, Al Tosti. Al led this Committee with vision, energy, discipline, and dignity for three decades. He created a culture of professionalism and collaboration between the Finance Committee and Town Government, School Government, Boards and Commissions, Town Meeting, and our Arlington community. His leadership extended not only to our community, but also to other cities and towns in the Commonwealth, and to the statewide Association of Town Finance Committees, an association which he led as president during several different periods. In this year, in my new role as chair, I have benefited immensely from his continued participation and leadership. For his counsel, and for his long and outstanding service I am personally grateful.

The Pandemic

During the past 12 months we have all endured the Covid-19 pandemic. It has had a sobering, painful effect on our families, our social relationships, our work lives, our parents, and our children. Many of us have been without work or reduced income during this difficult time. In Arlington we have been fortunate that our municipal services have continued unabated and our participatory government survives. The Town Manager and his team continued to deliver effective services throughout. A huge challenge was placed upon Arlington Public Schools. In just a few weeks' time last spring, the entire school system had to switch from "in person" to "remote" learning. And, during the summer, with constantly changing guidance from state authorities, the School Administration and School Committee had to develop and implement several different remote, in-person, and hybrid learning models based on student age, school buildings and a variety of other factors to continue to deliver quality education to our students. That they accomplished this is nothing short of miraculous, for which the entire Town should be grateful. Unfortunately, we must continue with remote learning, remote Town Meeting, remote boards, and committees, and making things work. We all hope, with the increasing vaccination rate that life can soon return to normal.

Finance Committee Organizational Activities

This year we instituted some organizational changes on the Finance Committee by creating "Working Groups" to focus on specific areas of interest. Christine Deshler is leading a Policy Working Group to document past policies and practices, and to create future directions for the Committee. Arif Padaria is leading a Communications Working Group to give the Finance Committee more visibility in the community to help with recruiting and information dissemination. Al Tosti is leading an Operations Research Working Group that will do in-depth studies of Town Departments similar to the Arlington Police Department Report prepared by Christine Deshler, Darrel Harmer and Jonathan Wallach last summer. Annie LaCourt is leading an Information Systems team that has already had a major impact: the Committee is up and running on Microsoft Office SharePoint and all of our budget documents, working papers, minutes and other data are cloud-based and available to all members for collaborative efforts. In addition, following Al

Tosti's precedent, I have expanded our Leadership Working Group to include not only the Vice-chairs (Alan Jones, Christine Deshler and Dean Carman) and Secretary Peter Howard, but also Jonathan Wallach, our Capital Planning Committee delegate; Annie LaCourt as our Information Systems strategist; Al Tosti, our past Chair, and Liz Diggins, our Executive Secretary. The new groups are in addition to our Budget Working Groups in which all members participate.

The Fiscal 2022 Budget, Arlington's Structural Deficit, and an Impending Override Crisis

After Town Manager Adam Chapdelaine prepared his budget message to the Select Board in January, the Finance Committee began its budget review process and review of Town Meeting warrants. This year's budget is within forecasts of the previous Five-Year plan. The current Five-Year Plan is Appendix D in this Finance Committee Report. A comparison of the FY 22 Budget proposal to both last year's Five-Year Plan (at Town Meeting) and the FY 21 Budget can be instructive in understanding a major fiscal crisis approaching in FY 24 that may require a \$20 million override. These Five-Year Plans and budget data are prepared in the office of Arlington's Finance Director and Deputy Town Manager, Sandy Pooler.

Table 1 Revenues

REVENUE		June 2020 LRP FY 22 Budget	April 2021 LRP FY 22 Budget	Plan Comparison April 21- June 20	June 2020 FY 21 Budget	April 2021 Proposal FY 22 Budget	Budget Comparison FY 22 - FY21	Percent Change FY22/FY21
1	State Aid	21,249,548	23,532,421	2,282,873	23,136,038	23,532,421	396,383	1.71%
2	School Construction Aid				476,523		(476,523)	-100.00%
3	Local Receipts	9,871,000	8,873,350	(997,650)	7,906,301	8,873,350	967,049	12.23%
4	Free Cash	3,839,266	5,659,184	1,819,918	5,901,388	5,659,184	(242,204)	-4.10%
5	Overlay Reserve Surplus	400,000	400,000		400,000	400,000		
6	Property Tax	139,777,071	142,742,625	2,965,554	138,199,500	142,742,625	4,543,125	3.29%
7	Override Stabilization Fund	9,283,299	6,248,581	(3,034,718)	2,024,197	6,248,581	4,224,384	208.69%
8	TOTAL REVENUES	184,420,184	187,456,161	3,035,977	178,043,947	187,456,161	9,412,214	5.29%
9	Less Exempt Revenue	(7,590,168)	(10,300,555)	(2,710,387)	(8,221,118)	(10,300,555)	(2,079,437)	25.29%
10	Less O/R Stabilization Fund	(9,283,299)	(6,248,581)	3,034,718	(2,024,197)	(6,248,581)	(4,224,384)	208.69%
11	Collected Non-Exempt Revenue	167,546,717	170,907,025	3,360,308	167,798,632	170,907,025	3,108,393	1.85%

In Table I above, we can see that FY 21 State Aid (Line 1) increased by almost \$2.3 million more than we anticipated in June of 2020; similarly, higher than planned free cash and tax receipts helped revenues. It is useful to eliminate exempt revenue (this doesn't affect the structural deficit because "Exempt" income and expense are outside the limits of Proposition 2½) and the contribution from the Override Stabilization Fund, to see "Collected Non-Exempt Revenue". Expenses against this amount (Line 11) determines our structural or operating deficit. Increases in Line 11 reduce our reliance on withdrawals from the Override Stabilization Fund.

Table 2 Education Budget

EXPENSES		June 2020 Plan FY 22 Budget	April 2021 Plan FY 22 Budget	Plan Comparison April 21- June 20	June 2020 FY 21 Budget	April 2021 Proposal FY 22 Budget	Budget Comparison FY 22 - FY21	Percent Change FY22/FY21
11	Arlington Public Schools							
	2019 O/R Additions	800,000	1,030,000	230,000	140,000	1,030,000	890,000	635.71%
12	General Education Costs	52,809,670	52,809,670		50,183,324	52,809,670	2,626,346	5.23%
13	Special Education Costs	26,264,964	26,264,964		24,546,695	26,264,964	1,718,269	7.00%
14	Growth Factor	1,094,550		(1,094,550)	700,512		(700,512)	-100.00%
15	Net School Budget	80,969,184	80,104,634	(864,550)	75,570,531	80,104,634	4,534,103	6.00%

The School Budget in the April 21 Plan is higher than last year because an additional amount of \$230,000 approved in the 2019 override, which APS removed last year due to the pandemic, is now being restored. As the student enrollment dropped by 287 students due to the pandemic, the student growth factor funding is being held in a reserve fund until APS learns how many students return to class next year. The FY 22 school budget increases by 6% over FY 21, not including student population growth.

Table 3 Minuteman

	EXPENSES	June 2020 Plan FY 22 Budget	April 2021 Plan FY 22 Budget	Plan Comparison April 21- June 20	June 2020 FY 21 Budget	April 2021 Proposal FY 22 Budget	Budget Comparison FY 22 - FY21	Percent Change FY22/FY21
	Minuteman							
16	Operating & Capital	5,003,559	5,184,492	180,933	4,834,357	5,184,492	350,135	7.24%
17	Minuteman New HS	1,279,014	1,610,964	331,950	1,279,014	1,610,964	331,950	25.95%
18	Total Minuteman	6,282,573	6,795,456	512,883	6,113,371	6,795,456	682,085	11.16%

Minuteman operating increases (Line 16) arise from more Arlington students being enrolled. Line 17 is exempt debt service for the new high school building; it is exempt and does not contribute to the structural deficit.

Table 4 Town Budgets

	EXPENSES	June 2020 Plan FY 22 Budget	April 2021 Plan FY 22 Budget	Plan Comparison April 21- June 20	June 2020 FY 21 Budget	April 2021 Proposal FY 22 Budget	Budget Comparison FY 22 - FY21	Percent Change FY22/FY21
	Town Budgets							
19	Personnel Services	30,152,788	30,245,340	92,552	29,203,669	30,245,340	1,041,671	3.57%
20	Expenses	11,680,027	11,509,810	(170,217)	11,312,375	11,509,810	197,435	1.75%
21	Less Enterprise Funds	(2,728,068)	(2,916,046)	(187,978)	(2,642,197)	(2,916,046)	(273,849)	10.36%
22	Net Town Budget	39,104,747	38,839,104	(265,643)	37,873,847	38,839,104	965,257	2.55%
23	MWRA Debt Shift	1,845,727	1,845,727		3,691,454	1,845,727	(1,845,727)	-50.00%

The principal increases in Town Budgets are associated with operating expenses. Some of these are COVID related and may be subject to reimbursement. Net Town Expenses have increased 2.55%. The change in the Debt Shift is a result of a Select Board policy to phase it out due to changes in Federal tax law.

Table 5 Capital Expenses

	EXPENSES	June 2020 Plan FY 22 Budget	April 2021 Plan FY 22 Budget	Plan Comparison April 21- June 20	June 2020 FY 21 Budget	April 2021 Proposal FY 22 Budget	Budget Comparison FY 22 - FY21	Percent Change FY22/FY21
	Capital Expenditures							
24	Exempt Debt Service	6,311,154	8,689,591	2,378,437	6,942,104	8,689,591	1,747,487	25.17%
25	Non-Exempt Service	7,433,825	7,117,439	(316,386)	6,573,279	7,117,439	544,160	8.28%
26	Cash	3,254,837	3,959,297	704,460	4,329,512	3,959,297	(370,215)	-8.55%
27	Offsets/Capital Carry Forward	(1,299,345)	(1,692,329)	(392,984)	(1,591,567)	(1,692,329)	(100,762)	6.33%
28	Total Capital Expense	15,700,471	18,073,998	2,373,527	16,253,328	18,073,998	1,820,670	11.20%

Most of the increase in capital expenses are in Line 24, Exempt Debt Service. This increase is primarily due to the new Arlington High School project, and as it is exempt, it does not affect the structural deficit. Town Treasurer, Phyllis Marshall recently managed a debt sale with the lowest interest rates in Arlington's history.

Table 6 "Fixed" and Other Expenses

	EXPENSES	June 2020 Plan FY 22 Budget	April 2021 Plan FY 22 Budget	Plan Comparison April 21- June 20	June 2020 FY 21 Budget	April 2021 Proposal FY 22 Budget	Budget Comparison FY 22 - FY21	Percent Change FY22/FY21
	Other Costs (Benefits, State, Reserves, etc.)							
29	Pensions	12,636,513	12,635,573	(940)	11,921,239	12,635,573	714,334	5.99%
30	Insurance	20,070,999	20,212,725	141,726	18,858,788	20,212,725	1,353,937	7.18%
31	State Assessments	3,588,264	3,712,983	124,719	3,555,261	3,712,983	157,722	4.44%
32	Overlay Reserve	800,000	600,000	(200,000)	961,455	600,000	(361,455)	-37.59%
33	Reserve Fund	1,688,257	2,814,200	1,125,943	1,556,724	2,814,200	1,257,476	80.78%
34	Court Judgments/Symmes	767,450	767,450		671,950	767,450	95,500	14.21%
35	Warrant Articles	965,999	1,054,311	88,312	1,015,999	1,054,311	38,312	3.77%
36	Total Other	40,517,482	41,797,242	1,279,760	38,541,416	41,797,242	3,255,826	8.45%

Table 6 shows various other expenses, some large, such as Pensions, Insurance and State Assessments. These categories are to some degree beyond the day-to-day control of Town and School management. However, every time we increase our personnel count, we increase the cost of pensions and insurance. The FY 22 increase in the Reserve Fund is due to the addition of the Student Population Growth funding to that account. If student population growth increases past October 2019 levels, this fund will be applied. To the extent that it does not, this money will be returned to Free Cash, and eventually the Override Stabilization Fund.

Table 7 The Bottom Line: Grand Total Expenses and Operating Deficit

	EXPENSES	June 2020 Plan FY 22 Budget	April 2021 Plan FY 22 Budget	Plan Comparison April 21- June 20	June 2020 FY 21 Budget	April 2021 Proposal FY 22 Budget	Budget Comparison FY 22 - FY21	Percent Change FY22/FY21
	Grand Total Expenses	184,420,184	187,456,161	3,035,977	178,043,947	187,456,161	9,412,214	5.29%
37	Less Exempt Expense	(7,590,168)	(10,300,555)	(2,710,387)	(8,221,118)	(10,300,555)	(2,079,437)	25.29%
38	Non-exempt Expense Comparison	176,830,016	177,155,606	325,590	169,822,829	177,155,606	7,332,777	4.32%
39	Operating Deficit	(9,283,299)	(6,248,581)	3,034,718	(2,024,197)	(6,248,581)	(4,224,384)	208.69%

Table 7 is the bottom-line impact. While our revised FY 22 Plan is better than our original FY 22 Plan, we still have an operating deficit in FY 22 of (\$6,248,581). We are offsetting this by use of money withdrawn from the Override Stabilization Fund. Arlington is spending substantially beyond its means. The current Five-Year Plan in Appendix D projects this deficit to be (\$14.7 million) in FY 24, offset in part by a last withdrawal of \$7.6 million from the Override Stabilization Fund. This deficit grows to (\$19.8 million) in FY 2025. A rule of thumb in the past suggests that for an override to last three years, it has to be roughly equal to the second year's deficit. This would imply an override of nearly \$20 million if we don't have additional sources of revenue or reduced expenses. Such an override may be politically unacceptable. It is critically important for the Town and Schools, including the Select Board and School Committee, as soon as possible, to begin planning to avert this looming crisis.

Respectfully submitted,

Charles T. Foskett, Chair
Arlington Finance Committee

Appendix A. Warrant Articles

The Finance Committee recommends passage of the following votes:

(Unless otherwise indicated, the following recommendations were by unanimous votes: any exceptions are noted in parentheses following the text of the recommended vote. The vote code is: number of yes votes-number of no votes-number of abstentions. The Chair votes only when the recommendation of the Finance Committee will be affected.)

ARTICLES 1-49 The Redevelopment Board and the Select Board will report on these Articles.

ARTICLE 12 BYLAW AMENDMENT/CHANGING COLUMBUS DAY TO INDIGENOUS PEOPLES DAY

To see if the Town will vote to celebrate and recognize the heritage of the peoples indigenous to Massachusetts and Arlington by amending Title I, Article 6: Classification and Compensation Plans and Human Resource Bylaw, Section 16, Holidays, to rename “Columbus Day” as “Indigenous Peoples Day”; or take any action related thereto.

(Inserted by the Select Board at the request of the Arlington Human Rights Commission)

VOTED: The Finance Committee supports the favorable action recommendation of the Select Board (12-2-4)

ARTICLE 13 BYLAW AMENDMENT/ADDING JUNETEENTH INDEPENDENCE DAY TO HOLIDAYS

To see if the Town will vote to amend Title I, Article 6: Classification and Compensation Plans and Human Resource Bylaw, Section 16, Holidays, to include Juneteenth Independence Day in the list of holidays, in accordance with Clause Eighteenth of Section 7 of Chapter 4, and Sections 13 and 16 of Chapter 136, of the General Laws of the Commonwealth of Massachusetts, as amended by the bill signed by Governor Charlie Baker on July 24, 2020; or take any action related thereto.

(Inserted by the Select Board at the request of the Arlington Human Rights Commission)

VOTED: The Finance Committee supports the favorable action recommendation of the Select Board (16-2-1)

ARTICLE 50 ACCEPTANCE/LOCAL OPTION TAXES

To see if the Town will vote to accept any local option taxes or other revenue raising options, which are made available to cities and towns through enactments of the legislature, by state regulation or court action; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That no action be taken under this article.

Comment: No such local option taxes are available.

ARTICLE 51**APPROPRIATION/PEG ACCESS BUDGET**

To see if the Town will vote to appropriate or transfer a sum or sums of money for the support of public, educational, and/or governmental (“PEG”) access cable television services, said sum or sums to be provided for by the cable franchise agreements and cable licensing fees, detailed in an operational cost, building expenses, and capital expense budget, and expended under the direction of the Town Manager; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTED: That the Town appropriate the cable revenues projected for the next fiscal year as follows for fiscal year 2022:

2022 Budget	Amount
Revenues	
Total operating revenue anticipated from cable providers:	\$725,647
Total capital revenue anticipated from cable providers:	\$116,365
Misc. Income (including membership dues, workshops interest & donations):	\$3,500
Total Revenues	\$845,512
Total Operating Expenses (including salaries and taxes)	
Salaries and Taxes:	\$534,994
Expenses:	\$194,154
Capital:	\$116,364
Total Expenses	\$845,512

COMMENT: These are funds which formerly were transferred directly from the cable providers to the cable access network (ACMI). However, the State has issued new rules requiring these funds to be appropriated through Town Meeting.

ARTICLE 52**ENDORSEMENT OF PARKING BENEFITS
DISTRICT EXPENDITURES**

To see if the Town will vote to endorse the Parking Benefit District operating and capital expenditures for Fiscal Year 2022 prepared by the Town Manager and the Select Board consistent with the Town Bylaws; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTED: That the Town does hereby endorse the following expenditures from the Parking Fund:

Projected Fiscal Year 2022 Meter Revenue	\$459,000
Offset to Parking Budget 13	\$ 37,276
Offset to Parking Enforcement Budget 19	\$ 67,384
Parking Meter Operations	\$200,013
Center and Plaza Improvements	\$ 20,000
Projected Fiscal Year 2022 Expenditures	\$324,673

ARTICLE 53

POSITIONS RECLASSIFICATION

To see if the Town will vote to make additions, deletions and/or modifications to the Classification and Pay Plan, appropriate a sum of money to fund same if necessary, determine how the money will be raised and expended; or take any action related thereto (Inserted at the request of the Town Manager and the Director of Human Resources)

VOTED: That the Classification Plan, as established by Title 1, Article 6, Section 1, Schedule A of the By-Laws, be and hereby is amended as follows:

1. By reclassifying the following positions:

- A. Benefits Attorney/Worker's Compensation Agent M3 to M2** **FTE 1**
Legal
- B. Coordinator of Diversity Equity and Inclusion MTP8 to MTP9** **FTE 1**
Department of Health and Human Services
- C. Assistant Town Manager – M1 to M3** **FTE 1**
Town Manager
- D. Office Manager – HHS – OA6 to ATP4** **FTE 1** **\$734**
Department of Health and Human Services
- E. Office Manager – Library OA6 to ATP4** **FTE 1** **\$9,968**
Libraries
- F. Director of Health and Human Services M1 to M2** **FTE 1** **\$13,726**
Department of Health and Human Services

G. Director of Public Health MTP11 to MTP13	FTE 1	\$14,259
Department of Health and Human Services		
H. Senior Clerk and Typist – Town Clerk OA2 to OA3	FTE 1	\$10,677
Town Clerk		
I. Animal Control Officer ATP3 to ATP4	FTE 1	\$7,477
Police		
J. Head of Circulation ATP4 to ATP6	FTE 1	\$6,613
Libraries		
K. Administrative Assistant – Facilities ATP6 to ATP4	FTE 1	
Facilities		
	Total	\$63,454

And to fund the \$63,454 appropriation as indicated above, said sum to be raised by general tax and included in the budgets of the departments affected.

2. By adding the following positions:

- A. Deputy Town Counsel/Worker’s Compensation Agent M2**
Legal
- B. Director of Diversity Equity and Inclusion MTP9**
Department of Health and Human Services
- C. Deputy Town Manager –Finance M3**
Town Manager
- D. Deputy Town Manager – Operations M3**
Town Manager
- E. Chief Information Officer M3**
Information Technology

F. School Sustainability Coordinator MTP 4

Public Works

G. DEI (Diversity Equity and Inclusion) Assistant – OA5

Department of Health and Human Services

H. Principal Clerk – Town Clerk OA3

Town Clerk

3. By deleting the following positions:

A. Benefits Attorney/Worker’s Compensation Agent M3

Legal

B. Coordinator of Diversity Equity and Inclusion MTP8

Health and Human Services

C. Deputy Town Manager M3

Town Manager

D. Assistant Town Manager M1

Town Manager

E. Chief Technology Officer M3

Information Technology

F. Senior Clerk and Typist – Town Clerk OA2

Town Clerk

ARTICLE 54

COLLECTIVE BARGAINING

To see if the Town will vote to fund any fiscal items in the event that any are contained in collective bargaining agreements between the Town and the following named collective bargaining units, and to fund for non-union, M Schedule, and elected officials' salaries or fringe benefits, determine how the money shall be raised and expended; or take any action related thereto:

- A. Local 680, American Federation of State, County and Municipal Employees;
- B. Service Employees International Union;
- C. Robbins Library Professional Association;
- D. Local 1297, International Association of Firefighters;
- E. Arlington Police Patrol Officers' Association (formerly Arlington Patrolmen's Association);
- F. Arlington Ranking Police Officers' Association;
- G. M Schedule and non-union employees; and
- H. Full-time elected officials.

(Inserted at the request of the Town Manager)

VOTED: That the same of \$671,485 is hereby appropriated, to be set aside for funding future collective bargaining agreements, said sum to be raised by general taxes and said sum shall not be expended without a future vote of Town Meeting.

COMMENT: Negotiations are still in process with several Town unions. If a settlement is achieved before the end of Town Meeting, the Finance Committee will bring that settlement before the meeting.

ARTICLE 55

APPROPRIATION/TOWN BUDGETS

To see if the Town will vote to make appropriations to defray Town obligations, liabilities, outlay and expenses and especially for or relating to all or any of the boards, departments, purposes and matters hereinafter mentioned, and to provide for the disposal of motor vehicles and other personal property belonging to the Town, determine how the money shall be raised and expended; or take any action related thereto: Finance Committee, Select Board, Town Manager, Human Resources, Comptroller, Information Technology, Town Treasurer and Collector of Taxes, Assessors, Legal and Workers' Compensation, Town Clerk, Registrars, Planning and Community Development, Redevelopment Board, Parking, Zoning Board of Appeals, Public Works, Facilities, Cemeteries, Community Safety, School Department, Libraries, Human Services, Insurance, Non-Contributory Pensions, Contributory Pensions, Town Debt and Interest, Reserve Fund, and/or any other Town Departments, Boards, Commissions or Committees, Water and Sewer Enterprise Fund, Recreation Enterprise Fund, Council on Aging Transportation Enterprise Fund, Veterans' Memorial Rink Enterprise Fund, and Youth Services Enterprise Fund.

(Inserted by the Select Board and at the request of the Town Manager)

See Appendix B below

ARTICLE 56**CAPITAL BUDGET**

To see if the Town will vote to appropriate a sum of money to defray the expense of purchasing, leasing, or bonding of capital equipment, infrastructure, buildings or other projects of the Town or to acquire real property for municipal purposes; to appropriate a sum of money to fund previously incurred or future Town debt, to acquire land for said projects where necessary by purchase, eminent domain taking or otherwise, determine how the money shall be raised including the possibility of borrowing any or all of the same, or the transfer of funds from any previous appropriation, determine how such money shall be expended, or take any action related thereto.

(Inserted by the Select Board, and at the request of the Town Manager and the Capital Planning Committee)

VOTED:

- (1) That the sum of \$229,792,084 is hereby transferred from amounts previously appropriated and borrowed under the following warrant articles and for the purposes set forth below:

Amount to be Transferred	Warrant Article	Meeting Date	Original Purpose
\$ 9,018.09	30	4/25/2018	Building Security Updates
\$ 1,882.05	34	5/3/2017	Town Microcomputer Program
\$ 5,774.64	36	5/16/2016	IT/Comptroller Alarm System
\$ 30,063.82	36	5/16/2016	Cemetery Chapel/Garage Rehab
\$ 19,240.00	24	4/29/2015	Document Management
\$ 66,620.41	30	5/14/2014	Flood Mitigation Millbrook – FEMA Grant
\$ 53,683.89	33	5/8/2013	Flood Mitigation Millbrook – FEMA Grant
\$ 2,676.13	41	5/7/2012	Dept. Equipment
\$ 263.82	45	5/9/2007	Town Hall Renovations
\$ 20,000.00	30	4/25/2018	Library HVAC
\$ 5.27	34	5/3/2017	Senior Center Plans
\$ 6,006.22	24	4/29/2015	Whittemore Robbins HVAC
\$ 215,234.34			<i>Subtotal</i>
\$ 14,558.50	34	5/3/2017	Gibbs School Renovation - Exempt
\$ 229,792.84			TOTAL

which amounts are no longer needed to complete the projects for which they were initially borrowed, to pay costs of the following:

Amount	New Purpose
\$ 189,222.85	Whittemore Park Upgrades FY22 (total project \$300,000 – still bond \$110,777.15)
\$ 26,011.49	DPW Construction: reduce borrowing in FY22
\$ 215,234.34	<i>Subtotal</i>
\$ 14,558.50	Arlington High School – reduce exempt borrowing by reappropriating exempt funds
\$ 229,792.84	TOTAL

as permitted by Chapter 44, Section 20 of the General Laws.

- (2) That the sum of \$3,959,297 be and hereby is appropriated for various capital projects and equipment as shown below, and expended under the direction of the Town Manager, \$3,209,297 of said sum to be raised by general tax and \$750,000 from the Sale of Assets:

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Item	Amount	Project	Department
1	\$ 50,000	Thermal Imaging Cameras Replacement	FIRE
2	\$ 25,000	Firefighter Protective Gear	FIRE
3	\$ 7,000	G3 Automated External Defib - Replacement	FIRE
4	\$ 28,000	Records and Reporting System	FIRE
5	\$ 10,000	Carpeting - Flooring at Park Circle Station	FIRE
6	\$ 30,000	Highland - Exterior Marble Replacement	FIRE
7	\$ 18,000	Automatic External Defibrillators	POLICE
8	\$ 140,000	Vehicle Replacement Program	POLICE
9	\$ 45,000	Animal Control Vehicle Replacement	POLICE
10	\$ 75,000	Town Hall - Renovations	FACILITIES
11	\$ 75,000	Parmenter School Utilities	FACILITIES
12	\$ 65,000	HHS Office Update-Phase 2	HEALTH & HUMAN SERVICES
13	\$ 400,000	School - Replacement Academic PC's District Wide	IT
14	\$ 40,000	School - Software Licensing	IT
15	\$ 50,000	Town Software Upgrades & Standardization	IT
16	\$ 40,000	School - Admin Computers and Peripherals	IT
17	\$ 60,000	Town Microcomputer Program	IT
18	\$ 20,000	School - Network Infrastructure	IT
19	\$ 132,860	Application & Permits, Modernization Initiative	IT
20	\$ 26,000	Plumbing Car	INSPECTIONS
21	\$ 54,109	MLN Equipment Schedule	LIBRARY
22	\$ 100,000	Townwide ADA accessibility upgrades	PLANNING
23	\$ 50,000	BLUEBikes expansion/ maintenance	PLANNING
24	\$ 17,500	Sander Body	PUBLIC WORKS HIGHWAY
25	\$ 13,000	Line Striping Machine	PUBLIC WORKS HIGHWAY
26	\$ 20,000	Variable Message Board	PUBLIC WORKS HIGHWAY
27	\$ 60,000	Traffic Signal Maint & Upgrades	PUBLIC WORKS HIGHWAY
28	\$ 350,000	Roadway Reconstruction	PUBLIC WORKS HIGHWAY
29	\$ 499,544	Roadway Reconstruction Override 2011	PUBLIC WORKS HIGHWAY
30	\$ 300,000	Sidewalks and Curbstones	PUBLIC WORKS HIGHWAY
31	\$ 65,000	Sidewalk Ramp Installation	PUBLIC WORKS HIGHWAY
32	\$ 205,000	Accessibility Improvements (Override 2019)	PUBLIC WORKS HIGHWAY
33	\$ 72,000	1 Ton Dump Truck w-Plow-Sander	PUBLIC WORKS HIGHWAY
34	\$ 38,000	Ride-On Mower	PUBLIC WORKS NATURAL RESOURCES
35	\$ 68,000	Mower 130" w Wing Deck	PUBLIC WORKS NATURAL RESOURCES
36	\$ 64,000	1 Ton Pickup Truck w-Dump Body	PUBLIC WORKS NATURAL RESOURCES
37	\$ 44,000	1 Ton 4x2 Pickup	PUBLIC WORKS NATURAL RESOURCES
38	\$ 44,284	Photocopier Replacement Program	PURCHASING
39	\$ 50,000	ADA Study Implementation Program	RECREATION
40	\$ 10,000	Feasibility Study	RECREATION
41	\$ 25,000	Playground Audit and Safety Improvements	RECREATION
42	\$ 100,000	Security Updates	SCHOOLS
43	\$ 30,000	Bishop Envelope Repairs	SCHOOLS
44	\$ 13,000	Custodial Equipment	SCHOOLS
45	\$ 120,000	Photocopier Lease Program	SCHOOLS
46	\$ 30,000	Energy Efficiency Projects	SCHOOLS
47	\$ 95,000	Bus #101 - 53 Passenger	SCHOOLS
48	\$ 85,000	Facilities Vehicle Replacement	SCHOOLS
	\$ 3,959,297	Cash Total	

- (3) That the sum of \$15,752,873 be and hereby is appropriated for debt service of the Town, and expended under the direction of the Town Manager, \$14,864,700 of said sum to be raised by general tax and \$97,095 from the Ambulance Fund, \$206,268 from the Antenna Fund, \$45,744 from the Urban Renewal Fund, and \$539,066 from capital carryforwards for a total of \$888,173 to be raised by transfers and capital carryforwards:

General Fund Debt Service		
Non-Exempt, Prior	\$ 7,063,282	
Non-Exempt, New	\$ -	
Rink Debt subsidized by General Fund	\$ -	
Non-Exempt Debt Service Subtotal		\$ 7,063,282
Exempt Debt Service		\$ 8,689,591
Total General Fund Debt Service Appropriation		\$ 15,752,873
<i>LESS: Transfers and other sources: Non-Exempt Debt</i>		
Ambulance Fund	\$ 97,095	
Antenna Fund	\$ 206,268	
Urban Renewal Fund	\$ 45,744	
Capital Carryforwards	\$ 539,066	
<i>LESS: Transfers and other sources Subtotal</i>		\$ 888,173
Net General Fund Non-Exempt Debt Service Expense		\$ 6,175,109
Transfers and other sources: Exempt Debt Service		
Net General Fund Exempt Debt Service Expense		\$ 8,689,591
NET General Fund Debt Service Expense Total		\$ 14,864,700
(Total GF Exempt & Non-Exempt Debt Service, less Transfers & other sources)		

- (4) That the various capital projects and equipment purchases shown below shall be undertaken and financed by grants or other funds as shown below, such grants to be expended under the direction of the Town Manager.

Item	Amount	Project	Department
1	\$ 10,000	Headstone Cleaning & Repair	PUBLIC WORKS CEMETERY DIVISION
2	\$ 750,000	Chapter 90 Roadway	PUBLIC WORKS HIGHWAY DIVISION
3	\$ 125,000	Install Sidewalk Ramps - CDBG	PUBLIC WORKS HIGHWAY DIVISION
4	\$ 10,000	Enclosed Trailer	PUBLIC WORKS WATER/SEWER DIVISION
5	\$ 100,000	Hydrant and Valve replacement program	PUBLIC WORKS WATER/SEWER DIVISION
6	\$ 900,000	Sewer System Rehabilitation	PUBLIC WORKS WATER/SEWER DIVISION
7	\$ 1,400,000	Water System Rehabilitation	PUBLIC WORKS WATER/SEWER DIVISION
8	\$ 300,000	Drainage Rehab - Regulatory Compliance (Ch-308)	PUBLIC WORKS WATER/SEWER DIVISION
9	\$ 129,000	33,000 GVW Dump Truck w-plow (Water 1)	PUBLIC WORKS WATER/SEWER DIVISION
	\$ 3,724,000	Total	

- (5) That the sum of \$790,000 be and hereby is appropriated for extraordinary repairs to public facilities, acquisition of land and the purchase and installation of equipment and for costs incidental and related thereto as follows:

Item	Amount	Project	Department
1	\$ 100,000	Parmenter School Exterior Repairs	FACILITIES
2	\$ 140,000	33,000 GVW Dump Truck w-Plow (Highway 1)	PUBLIC WORKS HIGHWAY DIVISION
3	\$ 300,000	Whittemore Park upgrades	REDEVELOPMENT BOARD
4	\$ 100,000	Bus #108 - 53 passenger bus	SCHOOLS
5	\$ 150,000	Engineering Study	SCHOOLS
	\$ 790,000	Total	

and that the Treasurer, with the approval of the Select Board, is hereby authorized to borrow not exceeding the sum of \$790,000 under and pursuant to M.G.L. Chapter 44 (requires a 2/3 vote), and any other enabling authority, and to issue bonds or notes of the Town therefor, said sum to be expended under the direction of the Town Manager.

- (6) That the Town Manager is authorized and directed to apply for and accept any further federal, state or other grants that may be available for any one or more of the foregoing projects and equipment.
- (7) Notwithstanding the foregoing, in the event that monies are not expended for the purposes delineated above, then the Comptroller is authorized and directed not to transfer these excess funds to available funds, but said funds shall remain and be accounted for in the warrant article pending further vote of the Town Meeting, except as otherwise provided by law, and,
- (8) That any amounts appropriated under Sections (3 or 5) above for a particular purpose under a specified section of Chapter 44 and not needed for such purpose may be expended by the Town Manager, with the approval of the Capital Planning Committee, for any other purpose listed in Sections (3 or 5) above under the same section of Chapter 44.
- (9) That any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ARTICLE 57

RESCIND OR REAPPROPRIATE BORROWING AUTHORIZATIONS FROM PRIOR YEARS

To see if the Town will vote to rescind the authority to borrow or appropriate funds, from prior years' authorizations, the amounts remaining with regard to any numbered prior Annual and/or Special Town Meeting Warrant Articles; or take any action related thereto.

(Inserted at the request of the Town Treasurer)

VOTED: That no action be taken under this article.

ARTICLE 58

APPROPRIATION/TRANSPORTATION INFRASTRUCTURE FUND

To see if the Town will vote to appropriate \$39,153.70 received by the Town from the Commonwealth Transportation Infrastructure Fund to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the Town including, but not limited to, the Complete Streets Program, accepted by Town Meeting on May 4, 2015, established in Massachusetts General Laws Chapter 90I, Section 1 and other programs that support alternative modes of transportation; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTED: That the Town appropriate the sum of \$39,153.70 received by the Town from the Commonwealth Transportation Infrastructure Fund to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the Town including, but not limited to, the Complete Streets Program, accepted by Town Meeting on May 4, 2015, established in Massachusetts General Laws Chapter 90I, Section 1 and other programs that support alternative modes of transportation.

COMMENT: Monies from this Fund, together with monies from the Parking District Fund, will be used for the rehabilitation and/or replacement of sidewalks in the Center.

ARTICLE 59

APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF SEWERS AND SEWERAGE FACILITIES

To see if the Town will vote to appropriate a sum of money for the purpose of financing the construction or reconstruction of sewers and sewerage facilities for inflow/infiltration reduction or system rehabilitation, including costs incidental and related thereto, and to determine how the appropriation shall be raised or expended, including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Town Manager and the Director of Public Works)

VOTED: That the sum of \$800,000 be and hereby is appropriated for the purpose of financing the construction or reconstruction of sewers and sewerage facilities, inflow/infiltration reduction or system rehabilitation, including costs incidental and related thereto; that to raise this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$800,000 under and pursuant to Chapter 44, Section 7, of the General Laws, as amended, or any other enabling authority and to issue bonds or notes of the Town therefor; and that the Board of Selectmen and the Town Manager be and hereby are authorized to enter into any agreements they determine to be necessary in connection with the project and its financing and are further authorized to accept and expend in addition to the foregoing appropriation any grants that may become available from the Massachusetts Water Resources Authority or other sources.

COMMENT: This authorization allows the Town to receive an interest free loan from the MWRA and issue municipal debt in support of capital construction projects. **(requires a 2/3 vote)**

ARTICLE 60

APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF WATER MAINS AND WATERFACILITIES

To see if the Town will vote to appropriate a sum of money for the purpose of financing the construction or reconstruction of water mains and water facilities, including costs incidental and related thereto, and to determine how the appropriation shall be raised and expended including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Town Manager and the Director of Public Works)

VOTED: That the sum of \$1,300,000 be and hereby is appropriated for the purpose of financing the construction or reconstruction of water mains and water facilities, including costs incidental and related thereto; that to raise this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,300,000 under and pursuant to Chapter 44, Section 8, of the General Laws, as amended, or any other enabling authority and to issue bonds or notes of the Town therefor; and that the Board of Selectmen and the Town Manager be and hereby are authorized to enter into any agreements they determine to be necessary in connection with the project and its financing and are further authorized to accept and expend in addition to the foregoing appropriation any grants that may become available from the Massachusetts Water Resources Authority or other sources.

COMMENT: This authorization allows the Town to receive an interest free loan from the MWRA and issue municipal debt in support of capital construction projects. **(requires a 2/3 vote)**

ARTICLE 61

APPROPRIATION/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL AND OUT OF DISTRICT VOCATIONAL PLACEMENTS

To see if the Town will vote to appropriate a sum of money for the purpose of paying the Town's apportioned share of the operating and maintenance costs, including capital costs, tuition, and all of Arlington's other obligations under the Minuteman Regional School District Agreement for the Minuteman Regional Vocational Technical High School, as well as paying the tuition for all other out of district vocational education placements, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of Minuteman Regional Vocational School District Committee)

VOTED: That the sum of \$6,795,546 be and hereby is appropriated for the purpose of paying the Town's apportioned share of the operating and maintenance costs, including capital costs, of the Minuteman Regional Vocational Technical High School District Budget; said sum to be raised by general tax and expended under the direction of the Minuteman Regional Vocational High School Committee.

ARTICLE 62

APPROPRIATION/COMMITTEES AND COMMISSIONS

To see if the Town will vote to appropriate a sum or sums of money to be expended under the direction of various committees, commissions, and boards of the Town, determine how the money shall be raised; provided that any funds appropriated hereunder shall remain under the jurisdiction of said entities until expended at their direction, unless otherwise appropriated by the Town Meeting; the entities included hereunder, without limitation, are: Arlington Historical Commission, Arlington Recycling Committee, Avon Place Historic District Commission, Broadway Historic District Commission, Central Street Historic District Commission, Mt. Gilboa/Crescent Hill Historic District Commission, Jason/Gray Historic District Commission, Pleasant Street Historic District Commission, Russell Historic District Commission, Conservation Commission, Capital Planning Committee, Commission on Disability, Human Resources Board, Public Memorial Committee, Human Rights Commission, Arlington Committee on Tourism and Economic Development, Envision Arlington, Transportation Advisory Committee, Arlington Commission for Arts and Culture, Open Space Committee, and any other Town Committee or Commission; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTED: That the sum of \$88,835 be and hereby is appropriated to be expended by the following commissions, committees, and boards in the amounts indicated:

A Arlington Historical Commission – \$2,660

B. Historic District Commissions – \$5,100

- C. Capital Planning Committee – \$0**
- D. Commission on Disability – \$25,000**
- E. Recycling Committee – \$3,000**
- F. Human Rights Commission – \$7,500**
- G. Arlington Tourism and Economic Development Committee - \$4,275**
- H. Envision Arlington - \$3,000**
- I. Transportation Advisory Committee - \$2,000**
- J. Scenic By-Way - \$2,000**
- K. Open Space Committee - \$300**
- L. LGBTQIA + Rainbow Commission - \$4,000**
- K. Arlington Commission on Arts and Culture - \$30,000**

Said sums to be raised by general tax and expended under the direction of the various commissions, committees, and boards. All consultant services shall be supervised under the direction of the Town Manager.

To see if the Town will vote to appropriate a sum or sums of money to be expended under the direction of the Town Manager for the following celebrations and memorials, determine how the money shall be raised and expended; or take any action related thereto: Memorial Day Observation and the Patriots' Day Celebration Display of American Flags on Massachusetts Avenue, Placing of American Flags on the Graves of Veterans, Town Day Celebration, Veterans' Day Parade

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VOTED: The sum of \$15,167 be and hereby is appropriated for the following celebrations and memorials in the amounts indicated:

- A. Patriots' Day Celebration, Veteran's Day Parade and the Memorial Day Observation - \$5,667**
- B. Display of American Flags on Massachusetts Avenue - \$0**
- C. Placing of American Flags on the Graves of Veterans - \$4,500**
- D. Town Day Celebration - \$5,000**

Said sum to be raised by general tax and expended under the direction of the Town Manager.

ARTICLE 64

APPROPRIATION/MISCELLANEOUS

To see if the Town will vote the following: Legal Defense – To appropriate a sum of money to replenish the Legal Defense Fund established under Article 13, Section 5 of Title 1 of the Town Bylaws, Indemnification of Medical Costs, to appropriate a sum of money in accordance with the provisions of Chapter 41, Section 100B of the General Laws, to indemnify certain retired Police Officers and Firefighters for all reasonable medical and surgical expenses which they incurred, determine how the money will be raised and expended; or take any action related thereto.

(Inserted at the request of the Town Manager)

VOTED: The sum of \$10,759 be and hereby is appropriated for the following purposes:

A. Legal Defense - To appropriate a sum of money to replenish the Legal Defense Fund established under Article 13 of Title I of the Town By-Laws - \$0

B. Indemnification of Medical Costs – \$10,759

(To indemnify certain retired Police Officers and Firefighters for all reasonable medical and surgical expenses which they incurred during the previous calendar year that are the proximate result of the disability for which they were retired; and to defray the expenses of the Medical Panel required by law; provided, incurred expenses shall be considered for indemnification thereunder except only those such as are excess over covered benefits of any plan of Hospital, Surgical or other coverage which the retiree has or had available to him, either directly or through a member of his immediate family, which benefits shall be considered primary, and which must be disclosed by such plan, or by the physician, hospital or other medical personnel or facility with or without the consent of the retiree.)

Said sums to be raised by general tax and expended under the direction of the Town Manager. (16-0-2)

ARTICLE 65**APPROPRIATION/WATER BODIES FUND**

To see if the Town will vote to appropriate a sum of money to the Town's Water Bodies Fund for the maintenance, treatment, and oversight of all the Town's water bodies, said sum to be raised by the general tax and expended under the direction of the Town Manager, who will also report to Town Meeting on the status of the fund; or take any action related thereto.

(Inserted at the request of the Envision Arlington Standing Committee and its Spy Pond and Reservoir Task Groups, and the Arlington Conservation Commission)

VOTED: That the sum of \$50,000 be and hereby is appropriated to the Water Bodies Fund for the purpose of testing, maintaining, treating and oversight of the Town's water bodies. Said sum to be raised by the general taxes and expended under the direction of the Town Manager.

COMMENT: The Water Bodies Fund, established by special legislation in 2008, is used for periodic testing, treatment, maintenance and oversight of the town's water bodies. The fund receives private donations as well as public appropriations.

ARTICLE 66**APPROPRIATION/TRAFFIC STUDY ON PARK AVENUE**

To see if the town will vote approximately \$5k to undertake a study of the need for an additional traffic light at the intersection of Park Avenue and Appleton Street; or take any action related thereto.

(Inserted at the request of Joseph Solomon and ten registered voters)

VOTED: That no action be taken under this article.

Comment: This study is being undertaken with funds available from Public Works.

ARTICLE 67**APPROPRIATION/COMMUNITY PRESERVATION FUND**

To see if the Town will vote to make appropriations from the Community Preservation Fund for eligible community preservation projects; for community preservation reserve accounts for historic preservation, open space and recreation, and affordable housing; for Community Preservation Committee administrative expenses or other eligible expenses; or take any action related thereto.

(Inserted at the request of the Community Preservation Committee)

VOTED: That the Finance Committee supports all of the projects recommended by the Community Preservation Committee.

ARTICLE 68

APPROPRIATION/HARRY BARBER COMMUNITY SERVICE PROGRAM

To see if the Town will vote to appropriate a sum of money for the Harry Barber Community Service Program for the Council on Aging, to determine how the money will be raised and expended; or take any action related thereto.

(Inserted at the request of the Council on Aging)

VOTED: That the sum of \$7,500 be and hereby is appropriated for the purpose of conducting the Harry Barber Community Service Program; said sum to be raised by general tax and expended under the direction of the Town Manager.

COMMENT: This program provides the opportunity for senior citizens to provide service in various Town departments in exchange for payment, which they can use to help with taxes and rent.

ARTICLE 69

VOTE/APPROPRIATION/SCHOOL COMMITTEE MEMBER STIPENDS

To see if the Town will vote pursuant to M.G.L. c. 71 Section 52 to provide all Arlington School Committee Members compensation consisting of an annual stipend of \$3000 per member commencing in Fiscal Year 2023; or take any action related thereto.

(Inserted at the request of Christa Kelleher and ten registered voters)

VOTED: The Finance Committee supports the favorable action recommendation of the Select Board

ARTICLE 70

VOTE/TOWN CLERK STUDY

To see if the Town will vote request and or appropriate a sum of money to study the options for conversion of the Town Clerk position from an elected to an appointed office; or take any action related thereto.

(Inserted at the request of the Town Clerk)

VOTED: That the sum of \$10,000 be and hereby is appropriated for the purpose of conducting a study of the options for conversion of the Town Clerk position from an elected to an appointed office; said sum to be raised by general tax and expended under the direction of the Town Clerk.

COMMENT: The Finance Committee supports retaining a consultant/outside expert to assess the pros and cons of converting the position of Town Clerk from elected to appointed and make any recommendations for reorganization or other systemic changes that will improve operations.

ARTICLE 71

APPROPRIATION/OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST FUND

To see if the Town will vote to accept into the Other Post Employment Benefits (OPEB) Trust Fund, established by Chapter 161 of the Acts of 2005, an appropriation of funds and/or the transfer of additional monies that the Town may deem advisable from other sources, including any monies previously deposited into any of the Town's stabilization funds for this purpose, in order to administer and fund its OPEB obligation as described in the said Chapter 161 of the Acts of 2005; determine how the monies shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Contributory Retirement Board)

VOTED: That the Town takes the following actions:

- a. appropriates into said Other Post-Employment Benefits Fund (OPEB), authorized by Chapter 161 of the Acts of 2005, the sum of \$480,633 representing that amount of money that is the difference between the previously established base amount of \$500,000 and the fiscal 2022 appropriation for the non-contributory pension obligation; said sum to be raised by the general tax.**
- b. appropriates into said fund the sum of \$155,000 representing the increased share of retiree HMO contributions as voted by the Board of Selectmen on November 6, 2006; said sum to be raised by the general tax.**
- c. appropriates into said fund the sum of \$300,000 to be transferred from the remaining balance in the health benefit trust fund.**

(14-0-1)

COMMENT: These recommendations continue the program to fund the unfunded liability for retiree health insurance.

ARTICLE 72

APPROPRIATION/PENSION ADJUSTMENT FOR FORMER TWENTY-FIVE YEAR/ ACCIDENTAL DISABILITY EMPLOYEES

To see if the Town will vote to appropriate a sum of money to implement the provisions of Chapter 32 of Massachusetts General Laws Section 90A, 90C, 90D and 90E, pursuant to which the Town pays up to fifty percent of the maximum salary as set forth in the Compensation and Pay Plan for the position formerly held by retired employees with twenty-five or more years of service to the Town and those employees who retired under an Accidental Disability; provided, however, that no one who retires after May 1, 2010 shall be eligible under this vote unless they qualify for at least a fifty percent pension, without this vote upon their retirement; this adjustment to be paid to those who qualify and administered in accordance with prior practice and understanding relating to the retirement allowance of said retirees; determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Contributory Retirement Board)

VOTED: That the sum of \$0 be and hereby is appropriated to implement the provisions of Chapter 32 of Massachusetts General Laws Section 90A, 90C, 90D and 90E, pursuant to which the Town pays up to fifty percent of the maximum salary as set forth in the Compensation and Pay Plan for the position formerly held by retired employees with twenty-five or more years of service to the Town and those employees who retired under an Accidental Disability; provided, however, that no one who retires after May 1, 2010 shall be eligible under this vote unless they qualify for at least a fifty percent pension, without this vote, upon their retirement. This adjustment to be paid to those who qualify and administered in accordance with prior practice and understanding relating to the retirement allowance of said retirees; said sum to be expended under the direction of the Retirement Board. (14-0-1)

COMMENT: This vote, which is required annually, allows the Retirement Board to ensure that retired employees will not drop below 50% of the current salary of the position they held as an active Town employee. An amount of \$0 is voted so that funds may be expended under this article from available sources without further appropriation.

ARTICLE 73

TRANSFER OF FUNDS/CEMETERY

To see if the Town will vote to transfer a sum of money to the Cemetery Commissioners for the improvement of Town cemeteries, said sum shall be taken from the Mt. Pleasant Cemetery "Sale of Lots and Graves" and/or "Perpetual Care Funds"; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That the Town transfers \$150,000 to the Cemetery Commissioners for the care of Town cemeteries and \$10,000 to the Capital Budget for headstone cleaning and repair, said sums to be taken from the Perpetual Care Fund.

ARTICLE 74

APPROPRIATION/OVERLAY RESERVE

To see if the Town will vote to appropriate a sum of money from previous years overlay reserve surplus accounts, determine to what purpose this appropriation shall be made; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That the sum of \$400,000 be and hereby is appropriated, to be transferred from Overlay Reserve Surplus Accounts of previous fiscal years, said sum to be utilized in the determination of the tax rate.

ARTICLE 75

APPROPRIATION/FISCAL STABILITY STABILIZATION FUND

To see if the Town will make an appropriation to or from the Fiscal Stability Stabilization Fund created under Article 65 of the 2005 Annual Town Meeting or any other enabling action of Town Meeting in accordance with the provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That the sum of \$6,248,581 be and hereby is appropriated from the Fiscal Stability Stabilization Fund, and that the Board of Assessors is instructed to use said amount in the determination of the tax rate.

ARTICLE 76

APPROPRIATION/LONG TERM STABILIZATION FUND

To see if the Town will make an appropriation to the Long Term Stabilization Fund in accordance with the provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That the sum of \$100,000 be and hereby is appropriated to the Long Term Stabilization Fund, said sum to be raised by general tax.

COMMENT: The Finance Committee recommends that we appropriate a yearly sum in this account for the foreseeable future to both protect the financial position of the Town and reinforce the Town's bond rating. Last year this was suspended because of uncertainties of the pandemic, but it is now being resumed.

ARTICLE 77

USE OF FREE CASH

To see if the Town will vote to authorize the taking of a sum of money voted for appropriations theretofore made at the Town Meeting under the Warrant and not voted to be borrowed from available funds in the Treasury, and authorize the Assessors to use free cash in the Treasury to that amount in the determination of the tax rate for the Fiscal Year beginning July 1, 2019; or take any action related thereto.

(Inserted at the request of the Finance Committee)

VOTED: That the sum of \$5,659,184 be taken from available funds in the treasury, and that the Board of Assessors is instructed to use said amount in the determination of the tax rate.
(16-0-1)

ARTICLES 78 -91 The Select Board will report on these articles.

APPENDIX B
Fiscal Year 2022 Budgets

The Finance Committee recommends that the sums be appropriated to defray obligations, outlays, and expenses for the Fiscal Year ending June 30, 2022 to be raised by general tax except as otherwise specifically voted, and expended.

Individual Sub-Budgets to be voted separately. Finance Committee votes which were not unanimous are notated (yes-no-abstain).

FY 2019 Personnel Services accounts do not include salary increases voted under a separate warrant article.

Stipends and clothing allowances are taxable as income and were moved to the salary accounts in FY 2020.

1 Finance Committee	2019	2020	2021	2022	\$ change	% change
Personnel Services	8,050	8,150	8,201	8,201	0	0.00%
Expenses	2,500	2,500	2,500	2,945	445	17.80%
TAXATION TOTAL	10,550	10,650	10,701	11,146	445	4.16%
	2.43%	0.95%	0.48%	4.16%		
<u>Detail of Personnel Services:</u>						
Executive Secretary (.2)	5,000	5,100	5,151	5,151	0	0.00%
Chair	650	650	1,000	1,000	0	0.00%
Vice-chairs (3)	1,200	1,200	1,500	1,500	0	0.00%
Recording Secretary	400	400	550	550	0	0.00%
Other members (16)	800	800	0	0	0	0.00%
TOTAL PERSONNEL SERVICES	8,050	8,150	8,201	8,201	0	0.00%

2 Select Board	2019	2020	2021	2022	\$ change	% change
Personnel Services	327,189	390,627	465,690	356,692	(108,998)	-23.41%
Expenses	255,465	124,450	125,370	124,160	(1,210)	-0.97%
APPROPRIATION TOTAL	582,654	515,077	591,060	480,852	(110,208)	-18.65%
Water & Sewer Ent. Fund offset	(25,636)	(34,317)	(30,337)	(34,812)	(4,475)	14.75%
TAXATION TOTAL	557,018	480,760	560,723	446,040	(114,683)	-20.45%
	36.92%	-13.69%	16.63%	-20.45%		
a. Administration and Licensing						
Personnel Services	279,979	296,201	304,499	307,359	2,860	0.94%
Expenses	22,050	22,150	22,550	22,550	0	0.00%
Water & Sewer Ent. Fund offset	(25,636)	(34,317)	(30,337)	(34,812)	(4,475)	14.75%
TOTAL	276,393	284,034	296,712	295,097	(1,615)	-0.54%
<u>Detail of Personnel Services:</u>						
Board Administrator (inc. night stipend)	89,207	103,396	106,930	108,930	2,000	1.87%
Office Manager	67,951	70,696	71,403	71,403	0	0.00%
Administrative Assistant	54,714	57,993	59,652	59,652	0	0.00%
Principal Clerk & Typist	47,046	42,246	44,267	45,927	1,660	3.75%
Longevity	5,561	6,370	6,747	5,947	(800)	-11.86%
SUB TOTAL	264,479	280,701	288,999	291,859	2,860	0.99%
Chair	3,500	3,500	3,500	3,500	0	0.00%
Members (4)	12,000	12,000	12,000	12,000	0	0.00%
TOTAL PERSONNEL SERVICES	279,979	296,201	304,499	307,359	2,860	0.94%
b. Elections and Town Meeting						
Personnel Services *	47,210	94,426	161,191	49,333	(111,858)	-69.39%
Expenses *	151,915	24,300	24,820	23,610	(1,210)	-4.88%
TOTAL	199,125	118,726	186,011	72,943	(113,068)	-60.79%
c. Printing Town Reports **	3,500	0	0	0	0	
d. Accounting and Auditing	78,000	78,000	78,000	78,000	0	0.00%

* 1 election in FY 2020, poll workers pay moved from Expenses to Personnel Services
** moved to Town Manager's Expenses in FY 2020

APPENDIX B
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3 Town Manager (16-0-1)	2019	2020	2021	2022	\$ change	% change
Personnel Services	789,814	822,262	900,493	910,850	10,357	1.15%
Expenses *	42,500	53,000	55,200	63,552	8,352	15.13%
APPROPRIATION TOTAL	832,314	875,262	955,693	974,402	18,709	1.96%
Water & Sewer Ent. Fund offset	(155,220)	(159,052)	(167,259)	(182,629)	(15,370)	9.19%
CPA Offsets	(35,354)	(36,721)	(37,088)	(43,554)	(6,466)	17.43%
TAXATION TOTAL	641,740	679,489	751,346	748,219	(3,127)	-0.42%
	1.88%	5.88%	10.58%	-0.42%		
Detail of Personnel Services:						
Town Manager	209,682	210,969	213,078	214,383	1,305	0.61%
Deputy Town Manager - Finances	131,388	139,145	145,536	147,536	2,000	1.37%
Assistant Town Manager - Operations	103,114	109,729	0	0	0	
Deputy Town Manager - Operations	0	0	137,860	139,860	2,000	1.45%
Purchasing Officer	94,182	97,987	98,967	98,967	0	0.00%
Exec Sec'y / Admin Ass't	62,435	67,393	70,619	73,267	2,648	3.75%
Management Analyst	71,008	73,877	74,616	74,616	0	0.00%
Public Information Officer (.69,.69,1,1)	69,104	71,896	105,896	105,896	0	0.00%
BASE SALARY + STEPS	740,913	770,996	846,572	854,525	7,953	0.94%
Longevity	4,776	6,635	9,103	11,360	2,257	24.79%
Other benefits	44,125	44,631	44,818	44,965	147	0.33%
TOTAL PERSONNEL SERVICES	789,814	822,262	900,493	910,850	10,357	1.15%
* printing of town reports (\$3,500) moved from Select Board budget in FY 2020						

4 Human Resources	2019	2020	2021	2022	\$ change	% change
Personnel Services	291,628	306,790	326,741	326,741	0	0.00%
Expenses	56,450	56,450	56,450	56,450	0	0.00%
APPROPRIATION TOTAL	348,078	363,240	383,191	383,191	0	0.00%
Water & Sewer Ent. Fund offset	(16,065)	(16,800)	(17,532)	(18,495)	(963)	5.49%
TAXATION TOTAL	332,013	346,440	365,659	364,696	(963)	-0.26%
	4.72%	4.35%	5.55%	-0.26%		
Detail of Human Resources:						
Director of Human Resources	118,815	125,834	127,092	127,092	0	0.00%
Asst Dir & Benefits Admins (2.5,2.5,2.8,2.8)	167,460	174,723	191,894	191,894	0	0.00%
BASE SALARY + STEPS	286,275	300,557	318,986	318,986	0	0.00%
Longevity	5,353	6,233	7,755	7,755	0	0.00%
TOTAL PERSONNEL SERVICES	291,628	306,790	326,741	326,741	0	0.00%

5 Information Technology	2019	2020	2021	2022	\$ change	% change
Personnel Services	665,111	699,665	703,264	698,926	(4,338)	-0.62%
Expenses	433,775	409,853	563,003	624,213	61,210	10.87%
APPROPRIATION TOTAL	1,098,886	1,109,518	1,266,267	1,323,139	56,872	4.49%
Water & Sewer Ent. Fund offset	(181,714)	(199,015)	(200,940)	(229,328)	(28,388)	14.13%
TAXATION TOTAL	917,172	910,503	1,065,327	1,093,811	28,484	2.67%
	14.55%	-0.73%	17.00%	2.67%		
Detail of Personnel Services:						
Director of Information Technology	141,535	149,702	153,699	153,699	0	0.00%
Asst Director of Information Technology	93,623	104,848	105,896	105,896	0	0.00%
Production Coordinator	100,613	91,172	92,084	90,420	(1,664)	-1.81%
Senior Programmer	74,563	79,127	79,918	79,918	0	0.00%
MUNIS Systems Analyst	87,207	97,987	98,967	98,967	0	0.00%
Systems Analyst / Director GIS	94,182	97,987	98,967	98,967	0	0.00%
IT Administrative Assistant	58,541	61,738	62,539	62,539	0	0.00%
BASE SALARY + STEPS	650,263	682,561	692,070	690,406	(1,664)	-0.24%
Overtime	1,000	1,000	1,000	1,000	0	0.00%
Longevity	13,848	15,679	9,769	7,095	(2,674)	-27.37%
Stipends		425	425	425		
TOTAL PERSONNEL SERVICES	665,111	699,665	703,264	698,926	(4,338)	-0.62%

APPENDIX B
Fiscal Year 2022 Budgets

6 Comptroller	2019	2020	2021	2022	\$ change	% change
Personnel Services	328,326	342,941	349,389	349,230	(159)	-0.05%
Expenses	29,697	27,600	27,600	27,600	0	0.00%
APPROPRIATION TOTAL	358,023	370,541	376,989	376,830	(159)	-0.04%
Water & Sewer Ent. Fund offset	(38,745)	(29,943)	(30,990)	(31,529)	(539)	1.74%
TAXATION TOTAL	319,278	340,598	345,999	345,301	(698)	-0.20%
	-15.10%	6.68%	1.59%	-0.20%		
Detail of Personnel Services:						
Comptroller	131,050	130,560	134,366	136,366	2,000	1.49%
Assistant Comptroller	79,873	84,761	85,609	85,609	0	0.00%
Junior Accountant	49,165	58,291	59,058	59,058	0	0.00%
Principal Account Clerk	49,165	54,283	55,010	55,010	0	0.00%
Mail stipend	2,080	2,160	2,160	0	(2,160)	-100.00%
BASE SALARY + STEPS	311,333	330,055	336,203	336,043	(160)	-0.05%
Other benefits & stipends	6,000	600	850	850	0	0.00%
Part time and overtime	5,000	6,000	6,000	6,000	0	0.00%
Longevity	5,993	6,286	6,336	6,337	1	0.02%
TOTAL PERSONNEL SERVICES	328,326	342,941	349,389	349,230	(159)	-0.05%

7 Treasurer-Collector	2019	2020	2021	2022	\$ change	% change
Personnel Services	612,876	675,356	664,314	672,516	8,202	1.23%
Expenses	162,063	159,663	163,663	164,663	1,000	0.61%
Out-of-State Travel	3,000	3,000	3,000	2,000	(1,000)	-33.33%
APPROPRIATION TOTAL	777,939	838,019	830,977	839,179	8,202	0.99%
Water & Sewer Ent. Fund offset	(110,073)	(108,056)	(116,401)	(115,423)	978	-0.84%
TAXATION TOTAL	667,866	729,963	714,576	723,756	9,180	1.28%
	-2.47%	9.30%	-2.11%	1.28%		
Detail of Personnel Services:						
Treasurer	50,000	119,800	123,498	125,498	2,000	1.62%
Deputy Treasurer	87,631	87,631	92,084	92,084	0	0.00%
Clerical (8)	414,913	427,739	418,827	431,309	12,482	2.98%
BASE SALARY + STEPS	552,544	635,170	634,409	648,891	14,482	2.28%
Overtime	15,000	15,000	15,000	10,000	(5,000)	-33.33%
Deputy Tax Collector Wages	15,000	15,000	5,000	3,000	(2,000)	-40.00%
Out-of-grade pay	25,732	0	0	0	0	
Stipends (training)		3,400	3,400	3,400	0	0.00%
Longevity	4,600	6,786	6,505	7,225	720	11.07%
TOTAL PERSONNEL SERVICES	612,876	675,356	664,314	672,516	8,202	1.23%

8 Postage	2019	2020	2021	2022	\$ change	% change
Personnel Services	31,245	33,265	33,847	33,847	0	0.00%
Expenses	179,583	190,883	190,883	190,883	0	0.00%
APPROPRIATION TOTAL	210,828	224,148	224,730	224,730	0	0.00%
Water & Sewer Ent. Fund offset	(36,457)	(36,457)	(38,761)	(38,861)	(100)	0.26%
TAXATION TOTAL	174,371	187,691	185,969	185,869	(100)	-0.05%
	0.13%	7.64%	-0.92%	-0.05%		
Detail of Personnel Services:						
Output Media Handler (.66)	30,916	32,711	33,160	33,160	0	0.00%
BASE SALARY + STEPS	30,916	32,711	33,160	33,160	0	0.00%
Stipends		225	225	225	0	0.00%
Longevity	329	329	462	462	0	0.00%
TOTAL PERSONNEL SERVICES	31,245	33,265	33,847	33,847	0	0.00%

APPENDIX B
Fiscal Year 2022 Budgets

9 Board of Assessors	2019	2020	2021	2022	\$ change	% change
Personnel Services	287,053	298,723	308,615	311,837	3,222	1.04%
Expenses	32,648	33,248	33,248	33,248	0	0.00%
TAXATION TOTAL	319,701	331,971	341,863	345,085	3,222	0.94%
	1.91%	3.84%	2.98%	0.94%		
<u>Detail of Personnel Services:</u>						
Director of Assessments	107,154	113,932	117,571	119,571	2,000	1.70%
Office Manager	66,723	71,528	72,427	72,427	0	0.00%
Data Collector	55,407	60,222	62,539	62,539	0	0.00%
Sr. Clerk Typist	41,269	34,427	37,427	38,129	702	1.88%
Board Members (3)	14,700	14,700	14,700	14,700	0	0.00%
BASE SALARY + STEPS	285,253	294,809	304,664	307,366	2,702	0.89%
Overtime	1,000	1,000	1,000	1,000	0	0.00%
Longevity	800	1,639	1,676	2,196	520	31.03%
Stipends		1,275	1,275	1,275	0	0.00%
TOTAL PERSONNEL SERVICES	287,053	298,723	308,615	311,837	3,222	1.04%

10 Legal	2019	2020	2021	2022	\$ change	% change
Personnel Services	468,548	476,875	467,157	450,314	(16,843)	-3.61%
Expenses	135,002	136,665	136,665	136,665	0	0.00%
APPROPRIATION TOTAL	603,550	613,540	603,822	586,979	(16,843)	-2.79%
Water & Sewer Ent. Fund offset	(114,526)	(115,736)	(117,651)	(115,788)	1,863	-1.58%
TAXATION TOTAL	489,024	497,804	486,171	471,191	(14,980)	-3.08%
	0.92%	1.80%	-2.34%	-3.08%		
<u>Detail of Personnel Services:</u>						
Town Counsel	129,814	137,506	143,881	145,881	2,000	1.39%
Benefits Atty./ Workers' Compensation Agent	156,410	162,365	140,000	117,144	(22,856)	-16.33%
Asst Admin/Claims Coordinator	72,509	63,761	66,815	69,319	2,504	3.75%
Paralegals Asst Claims Coordinator	99,145	103,700	114,322	115,811	1,489	1.30%
BASE SALARY + STEPS	457,878	467,332	465,018	448,155	(16,863)	-3.63%
Longevity	10,670	9,543	2,139	2,159	20	0.94%
TOTAL PERSONNEL SERVICES	468,548	476,875	467,157	450,314	(16,843)	-3.61%

11 Town Clerk	2019	2020	2021	2022	\$ change	% change
Personnel Services	237,859	248,875	238,959	241,716	2,757	1.15%
Expenses	28,860	28,260	29,260	29,260	0	0.00%
TAXATION TOTAL	266,719	277,135	268,219	270,976	2,757	1.03%
	-3.82%	3.91%	-3.22%	1.03%		
<u>Detail of Personnel Services:</u>						
Town Clerk	92,806	96,555	97,521	97,521	0	0.00%
Ass't Town Clerk	57,044	60,536	61,141	61,141	0	0.00%
Other Clerks (2)	76,886	79,485	73,501	76,258	2,757	3.75%
BASE SALARY + STEPS	226,736	236,576	232,163	234,920	2,757	1.19%
Overtime	3,500	3,500	3,500	3,500	0	0.00%
Stipends		850	850	850	0	0.00%
Longevity	7,623	7,949	2,446	2,446	0	0.00%
TOTAL PERSONNEL SERVICES	237,859	248,875	238,959	241,716	2,757	1.15%

12 Board of Registrars	2019	2020	2021	2022	\$ change	% change
Personnel Services	55,615	58,858	59,562	59,762	200	0.34%
Expenses	13,550	13,250	13,250	13,250	0	0.00%
TOTAL	69,165	72,108	72,812	73,012	200	0.27%
	0.43%	4.26%	0.98%	0.27%		
<u>Detail of Personnel Services:</u>						
Registrar of Voters	1,500	1,500	1,500	1,500	0	0.00%
Registrars of Voters (3 PT)	1,500	1,500	1,500	1,500	0	0.00%
Moderator	500	500	500	500	0	0.00%
Assistant Registrar of Voters	49,165	51,983	52,687	52,687	0	0.00%
Election tech support	450	150	150	150	0	0.00%
BASE SALARY + STEPS	53,115	55,633	56,337	56,337	0	0.00%
Overtime	2,200	2,500	2,500	2,500	0	0.00%
Stipends		425	425	425	0	0.00%
Longevity	300	300	300	500	200	66.67%
TOTAL PERSONNEL SERVICES	55,615	58,858	59,562	59,762	200	0.34%

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13 Parking	2019	2020	2021	2022	\$ change	% change
Personnel Services	70,551	74,553	74,352	74,552	200	0.27%
Expenses	52,380	20,780	20,780	20,780	0	0.00%
APPROPRIATION TOTAL	122,931	95,333	95,132	95,332	200	0.21%
Parking meter offset	(46,576)	(36,314)	(37,176)	(37,276)	(100)	0.27%
TAXATION TOTAL	76,355	59,019	57,956	58,056	100	0.17%
	-12.16%	-22.70%	-1.80%	0.17%		
Detail of Personnel Services:						
Data Input Operator / Clerk	67,951	71,528	72,427	72,427	0	0.00%
BASE SALARY + STEPS	67,951	71,528	72,427	72,427	0	0.00%
Overtime	1,000	1,000	1,000	1,000	0	0.00%
Longevity	1,100	1,100		700	700	
Stipends	500	925	925	425	(500)	-54.05%
TOTAL PERSONNEL SERVICES	70,551	74,553	74,352	74,552	200	0.27%

14 Planning & Community Development (17-2-0)	2019	2020	2021	2022	\$ change	% change
Personnel Services	616,322	649,825	678,337	699,731	21,394	3.15%
Expenses	25,195	27,830	27,821	27,821	0	0.00%
APPROPRIATION TOTAL	641,517	677,655	706,158	727,552	21,394	3.03%
Central School Allocation	(25,403)	(24,348)	(10,000)	(10,000)	0	0.00%
School offset ***		(39,952)	(40,352)	(40,352)	0	0.00%
Conservation Comm. Fees & Fines Account	(4,971)	(4,971)	(6,932)	(7,192)	(260)	3.75%
CDBG Planner *	(40,000)	(40,000)	(40,000)	(40,000)	0	0.00%
CDGB Affordable Housing *	(12,335)	(12,335)	(12,335)	(12,335)	0	0.00%
TAXATION TOTAL	558,808	556,049	596,539	617,673	21,134	3.54%
	16.42%	-0.49%	7.28%	3.54%		
Detail of Personnel Services:						
Director	113,980	121,034	127,295	129,295	2,000	1.57%
Ass't Director	84,335	89,388	93,668	97,180	3,512	3.75%
Economic Dev't Coordinator	84,335	91,033	95,392	98,967	3,575	3.75%
Energy / Project Manager ***		79,904	80,703	80,703	0	0.00%
Environmental Planner	71,008	66,153	69,319	71,918	2,599	3.75%
Senior Planner *	76,801	71,548	74,975	77,784	2,809	3.75%
Senior Transportation Planner	78,089	81,244	85,133	88,325	3,192	3.75%
Administrative Assistant	48,560	48,696	51,027	52,941	1,914	3.75%
Building Craftsman **	59,214			0	0	
BASE SALARY + STEPS	616,322	649,000	677,512	697,113	19,601	2.89%
Longevity	0	0	0	1,793	1,793	
Stipends		825	825	825	0	0.00%
TOTAL PERSONNEL SERVICES	616,322	649,825	678,337	699,731	21,394	3.15%
* Position partially funded through Community Development Block Grant funds						
** Building Craftsman position moved from Planning to Facilities in FY 2020						
*** Energy / Project manager moved from Facilities to Planning in FY 2020, 1/2 paid by School Offset						

15 Redevelopment Board	2019	2020	2021	2022	\$ change	% change
Parmenter expenses *	15,000	0	0	0	0	
Dallin expenses *	5,000	0	0	0	0	
Other expenses	10,800	10,800	10,800	10,800	0	0.00%
TAXATION TOTAL	30,800	10,800	10,800	10,800	0	0.00%
	0.00%	-64.94%	0.00%	0.00%		
* Parmenter & Dallin Expenses moved to the Facilities budget in FY 2020.						

16 Zoning Board of Appeals	2019	2020	2021	2022	\$ change	% change
Personnel Services	22,220	24,391	22,834	22,834	0	0.00%
Expenses *	10,100	10,100	10,100	10,300	200	1.98%
TAXATION TOTAL	32,320	34,491	32,934	33,134	200	0.61%
	0.00%	6.72%	-4.51%	0.61%		
Detail of Personnel Services:						
Principal Clerk & typist (.49)	22,220	24,391	22,834	22,834	0	0.00%
BASE SALARY + STEPS	22,220	24,391	22,834	22,834	0	0.00%
Longevity	0	0	0	0	0	
TOTAL PERSONNEL SERVICES	22,220	24,391	22,834	22,834	0	0.00%
* FY 2018-FY 2022 Expenses include \$6,000 for a stenographer related to Mugar hearings						

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17	Public Works	2019	2020	2021	2022	\$ change	% change
A D M I N I S T R A T I O N	All Public Works						
	Personnel Services	4,004,761	4,269,315	4,266,538	4,387,977	121,439	2.85%
	Expenses	6,609,164	6,977,488	7,059,340	7,109,288	49,948	0.71%
	APPROPRIATION TOTAL	10,613,925	11,246,803	11,325,878	11,497,265	171,387	1.51%
	Water & Sewer Ent. Fund offset	(1,038,667)	(1,047,356)	(1,143,987)	(1,186,943)	(42,956)	3.75%
	Other offsets and transfers	(185,000)	(235,000)	(185,000)	(185,000)	0	0.00%
	TAXATION TOTAL	9,390,258	9,964,447	9,996,891	10,125,322	128,431	1.28%
		3.09%	6.11%	0.33%	1.28%		
	For fiscal year 2022, the Director of Public Works is hereby authorized to transfer funds within this budget.						
	a. Public Works Administration						
E N G I N E E R I N G	Personnel Services	459,662	481,717	523,220	507,674	(15,546)	-2.97%
	Expenses	21,900	20,600	20,600	20,600	0	0.00%
	APPROPRIATION TOTAL	481,562	502,317	543,820	528,274	(15,546)	-2.86%
	Recycling fund offset	(35,000)	(35,000)	(35,000)	(35,000)	0	0.00%
	Water & Sewer Ent. Fund offset	(241,513)	(240,781)	(251,159)	(271,910)	(20,751)	8.26%
	TAXATION TOTAL	205,049	226,536	257,661	221,364	(36,297)	-14.09%
		-12.17%	10.48%	13.74%	-14.09%		
	Detail of Personnel Services:						
	Director of Public Works	139,003	147,068	151,039	153,039	2,000	1.32%
	Assistant Director of Public Works	94,182	97,987	98,967	98,967	0	0.00%
E N G I N E E R I N G	Recycling Coordinator (.86)	58,244	60,597	61,203	61,203	0	0.00%
	Administrative Assistant	52,695	53,749	55,371	55,371	0	0.00%
	Principal Accounting Clerk / Bookkeeper	49,165	51,983	44,589	47,126	2,537	5.69%
	Principal Clerk / Stenographer	49,165	51,983	52,687	52,687	0	0.00%
	Waste diversion & curbside enforcement			21,861	21,861	0	
	School Sustainability Coordinator			20,123		(20,123)	
	BASE SALARY + STEPS	442,454	463,367	505,840	490,254	(15,586)	-3.08%
	Longevity	6,953	6,420	5,850	5,890	40	0.68%
	Overtime & out-of-grade pay	10,255	10,255	10,255	10,255	0	0.00%
	Clothing allowance and stipends		1,675	1,275	1,275		
E N G I N E E R I N G	TOTAL PERSONNEL SERVICES	459,662	481,717	523,220	507,674	(15,546)	-2.97%
	b. Engineering						
	Personnel Services	327,148	352,150	359,118	355,319	(3,799)	-1.06%
	Expenses *	18,900	83,500	92,407	88,500	(3,907)	-4.23%
	APPROPRIATION TOTAL	346,048	435,650	451,525	443,819	(7,706)	-1.71%
	Water & Sewer Ent. Fund offset	(211,398)	(214,550)	(270,103)	(279,946)	(9,843)	3.64%
	TAXATION TOTAL	134,650	221,100	181,422	163,873	(17,549)	-9.67%
		5.35%	64.20%	-17.95%	-9.67%		
	Detail of Personnel Services:						
	Town Engineer	109,845	114,283	115,426	115,426	0	0.00%
E N G I N E E R I N G	Assistant Town Engineer	76,802	87,876	92,084	92,084	0	0.00%
	Jr. Engineer	71,008	74,708	75,639	75,639	0	0.00%
	Jr. Engineer	63,893	68,633	69,319	64,399	(4,920)	-7.10%
	BASE SALARY + STEPS	321,548	345,500	352,468	347,548	(4,920)	-1.40%
	Longevity	1,800	1,800	1,800	2,921	1,121	62.28%
	Overtime	3,800	3,800	3,800	3,800	0	0.00%
	Clothing allowance		1,050	1,050	1,050		
	TOTAL PERSONNEL SERVICES	327,148	352,150	359,118	355,319	(3,799)	-1.06%
	* includes \$60,000 for mobility improvements starting in FY 2020						

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C E M E T E R I E S	c. Cemetery						
	Personnel Services	249,903	266,895	269,001	272,180	3,179	1.18%
	Expenses	153,600	202,500	162,500	162,500	0	0.00%
	APPROPRIATION TOTAL	403,503	469,395	431,501	434,680	3,179	0.74%
	Transfer from Cemetery Fund (see Article 73)	(150,000)	(200,000)	(150,000)	(150,000)	0	0.00%
	TAXATION TOTAL	253,503	269,395	281,501	284,680	3,179	1.13%
		-2.46%	6.27%	4.49%	1.13%		
	Detail of Personnel Services:						
	Supervisor	74,563	79,127	79,918	79,918	0	0.00%
	Working Foreman	57,517	61,246	61,826	61,826	0	0.00%
N A T U R A L R E S O U R C E S	Motor Equip. Operator	45,594	49,686	49,026	50,947	1,921	3.92%
	Principal Clerk	47,046	49,778	50,460	50,460	0	0.00%
	BASE SALARY + STEPS	224,720	239,837	241,230	243,151	1,921	0.80%
	Longevity	4,983	4,983	5,196	5,397	201	3.87%
	Overtime, double-time & out-of-grade pay	20,200	20,600	21,100	22,157	1,057	5.01%
	Stipends and clothing allowance		1,475	1,475	1,475		
	TOTAL PERSONNEL SERVICES	249,903	266,895	269,001	272,180	3,179	1%
	d. Natural Resources (inc. field maintenance)						
	Personnel Services	1,091,681	1,163,402	1,065,088	1,192,102	127,014	11.93%
	Expenses	485,000	544,000	549,000	549,000	0	0.00%
	APPROPRIATION TOTAL	1,576,681	1,707,402	1,614,088	1,741,102	127,014	7.87%
	Field maintenance	50,000	50,000	50,000	50,000	0	0.00%
	TAXATION TOTAL	1,626,681	1,757,402	1,664,088	1,791,102	127,014	7.63%
		4.29%	8.04%	-5.31%	7.63%		
	Detail of Personnel Services:						
	Operations Manager						
	Forestry Supervisor	74,563	79,127	79,918	79,918	0	0.00%
	Parks Maintenance Supervisor	74,563	77,575	78,351	78,351	0	0.00%
	Working Foreman / Tree Climber	57,517	63,048	63,642	63,642	0	0.00%
	Working Foreman / Laborer	57,517	61,246	61,826	61,826	0	0.00%
	Motor Equip. Operator (4,4,2,2)	200,110	216,643	113,461	113,461	0	0.00%
	Park Maintenance Craftsman (3,3,5,5)	149,689	160,449	272,164	275,421	3,257	1.20%
	Tree Climber (3)	160,989	163,320	168,731	164,859	(3,872)	-2.29%
	Tree Warden	64,674	69,920	73,779	75,639	1,860	2.52%
	Laborer (3)	130,385	140,863	139,041	139,908	867	0.62%
	BASE SALARY + STEPS	970,007	1,032,187	1,050,913	1,053,025	2,112	0.20%
	Longevity	10,174	9,165	6,300	10,899	4,599	73.00%
	Overtime, double-time & out-of-grade pay	111,500	114,300	0	120,303	120,303	
	Clothing allowance		7,750	7,875	7,875		
	TOTAL PERSONNEL SERVICES	1,091,681	1,163,402	1,065,088	1,192,102	127,014	11.93%

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e. Sanitation/Highway Div. (inc. snow & ice)							
H I G H W A Y S	Personnel Services	1,467,352	1,565,205	1,606,465	1,614,642	8,177	0.51%
	Expenses	602,500	608,000	623,000	638,000	15,000	0.0%
	APPROPRIATION TOTAL	2,069,852	2,173,205	2,229,465	2,252,642	23,177	1.04%
	Water & Sewer Ent. Fund offset	(417,725)	(413,970)	(434,641)	(445,893)	(11,252)	2.59%
	Highway total	1,652,127	1,759,235	1,794,824	1,806,749	11,925	0.66%
	Sanitation expenses (detail below)	3,715,751	3,889,875	3,972,820	4,011,675	38,855	0.98%
	Removal of ice & snow *	1,172,013	1,172,013	1,172,013	1,172,013	0	0.00%
	TAXATION TOTAL	6,539,891	6,821,123	6,939,657	6,990,437	50,780	0.73%
		2.60%	4.30%	1.74%	0.73%		
	Detail of Personnel Services:						
S A N I T A T I O N	Operations Manager	94,640	100,433	101,437	101,437	0	0.00%
	Sup. of Highway/Water/Sewer	79,873	83,099	83,930	83,930	0	0.00%
	Fuel depot stipend	3,000	3,000	3,000	3,000	0	0.00%
	Working Foreman Highway (2)	118,428	126,096	127,284	127,284	0	0.00%
	Working Foreman / Mason	57,515	61,246	61,826	61,826	0	0.00%
	Licensed Mason	51,121	55,607	56,167	56,167	0	0.00%
	Motor Equipment Operator (12)	593,139	631,533	645,773	650,576	4,803	0.74%
	Crane Operator	55,056	58,688	59,257	59,257	0	0.00%
	Working Foreman / Painter	57,517	61,246	61,826	61,826	0	0.00%
	Carpenter	52,128	55,607	56,167	56,167	0	0.00%
M T R E Q U I P	Dispatcher	52,128	55,607	56,167	56,167	0	0.00%
	Laborer / Watchman	44,300	47,412	47,920	47,920	0	0.00%
	Temporary/Seasonal Laborers	45,000	46,250	65,000	65,000	0	0.00%
	BASE SALARY + STEPS	1,303,847	1,385,821	1,425,754	1,430,557	4,803	0.34%
	Longevity	13,885	15,769	15,936	15,436	(500)	-3.14%
	Overtime, double-time & out-of-grade pay	149,620	153,365	153,750	157,624	3,874	2.52%
	Clothing allowance		10,250	11,025	11,025		
	TOTAL PERSONNEL SERVICES	1,467,352	1,565,205	1,606,465	1,614,642	8,177	0.51%
	Sanitation expenses						
	Curbside collection	2,421,251	2,469,675	2,569,070	2,569,450	380	0.01%
L I G H T I N G	Rubbish Disposal (tip fee)	925,000	948,200	981,750	1,012,225	30,475	3.10%
	Yard waste disposal	107,000	107,000	107,000	115,000	8,000	7.48%
	Solid Fill Disposal	180,000	180,000	180,000	180,000	0	0.00%
	Recycling	50,000	50,000	50,000	50,000	0	0.00%
	Food scrap diversion program **		100,000	50,000	50,000	0	0.00%
	Hazardous Waste (collection & disposal)	32,500	35,000	35,000	35,000	0	0.00%
	TOTAL SANITATION EXPENSES	3,715,751	3,889,875	3,972,820	4,011,675	38,855	0.98%
	* Snow & ice is budgeted at approximately 80% of the 10-year average of expenditures						
	** New program to remove compostable garbage from the waste stream						
f. Motor Equipment Repair							
M T R E Q U I P	Personnel Services	409,015	439,946	443,646	446,060	2,414	0.54%
	Expenses	184,500	187,000	187,000	187,000	0	0.00%
	APPROPRIATION TOTAL	593,515	626,946	630,646	633,060	2,414	0.38%
	Water & Sewer Ent. Fund offset	(168,031)	(178,055)	(188,084)	(189,194)	(1,110)	0.59%
	TAXATION TOTAL	425,484	448,891	442,562	443,866	1,304	0.29%
		8.00%	5.50%	-1.41%	0.29%		
	Detail of Personnel Services:						
	Supervisor of Motor Equip. Repair	74,563	78,351	79,135	79,918	783	0.99%
	Working Foreman Motor Equip. Repair	59,214	63,048	63,642	63,642	0	0.00%
	Motor Equipment Repairman (4)	225,656	244,984	247,304	247,304	0	0.00%
L I G H T I N G	BASE SALARY + STEPS	359,433	386,381	390,081	390,864	783	0.20%
	Longevity	4,482	4,865	4,865	6,496	1,631	33.53%
	Overtime & out-of-grade pay	45,100	46,075	46,075	46,075	0	0.00%
	Clothing allowance		2,625	2,625	2,625	0	0.00%
	TOTAL PERSONNEL SERVICES	409,015	439,946	443,646	446,060	2,414	0.54%
g. Street lighting, traffic signals							
L I G H T I N G	Street lighting - maintenance	25,000	25,000	35,000	35,000	0	0.00%
	Street lighting - energy	80,000	80,000	80,000	80,000	0	0.00%
	Traffic signals - maintenance	75,000	90,000	90,000	90,000	0	0.00%
	Traffic signals - energy	25,000	25,000	25,000	25,000	0	0.00%
	TAXATION TOTAL	205,000	220,000	230,000	230,000	0	0.00%
		28.13%	7.32%	4.55%	0.00%		

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18 Facilities	2019	2020	2021	2022	\$ change	% change
Personnel Services	463,457	462,049	489,787	496,263	6,476	1.32%
Expenses *	346,244	395,044	425,044	425,044	0	0.00%
APPROPRIATION TOTAL	809,701	857,093	914,831	921,307	6,476	0.71%
Salary offsets	(140,875)	(104,581)	(106,133)	(108,458)	(2,325)	2.19%
TAXATION TOTAL	668,826	752,512	808,698	812,849	4,151	0.51%
	-3.85%	12.51%	7.47%	0.51%		
Detail of Personnel Services:						
Director of Facilities	127,314	130,083	136,350	141,000	4,650	3.41%
Energy Manager **	76,801				0	
Building Craftsman ***		63,048	63,642	63,642	0	0.00%
Sr. Building Custodian	50,282	53,658	54,204	54,204	0	0.00%
Administrative Assistant	71,008	73,877	74,616	74,616	0	0.00%
Custodian	50,282	53,658	54,204	54,204	0	0.00%
Sr. Building Custodian (.6)	30,169	27,579	41,272	42,898	1,626	3.94%
Saturday Custodian (.23)	11,565	12,341	12,467	12,467	0	0.00%
BASE SALARY + STEPS	417,421	414,243	436,755	443,031	6,276	1.44%
Overtime	43,556	43,556	43,556	43,556	0	0.00%
Clothing allowance		1,450	1,450	1,450		
Auto allowance			4,826	4,826		
Longevity	2,480	2,800	3,200	3,400	200	6.25%
TOTAL PERSONNEL SERVICES	463,457	462,049	489,787	496,263	6,476	1.32%
* Dallin and Parmenter expenses moved from Redevelopment Board budget in FY 2020						
** Energy Manager transferred to Planning in FY 2020						
*** Building Craftsman position moved from Planning to Facilities in FY 2020						

19 Police Services (16-1-0)	2019	2020	2021	2022	\$ change	% change
Personnel Services	7,494,520	7,592,073	7,804,505	8,053,973	249,468	3.20%
Expenses ***	720,070	713,070	714,070	754,050	39,980	5.60%
APPROPRIATION TOTAL	8,214,590	8,305,143	8,518,575	8,808,023	289,448	3.40%
Parking meter offset	(57,624)	(64,575)	(66,827)	(67,384)	(557)	0.83%
TAXATION TOTAL	8,156,966	8,240,568	8,451,748	8,740,639	288,891	3.42%
	-0.02%	1.02%	2.56%	3.42%		
Detail of Personnel Services						
Police Chief	184,464	168,823	171,902	184,900	12,998	7.56%
Captains (3)	371,676	368,067	398,139	398,139	0	0.00%
Lieutenants (6)	671,993	675,260	714,239	714,304	65	0.01%
Sergeants (9)	823,286	825,509	879,542	875,631	(3,911)	-0.44%
Patrol Officers (49)	3,423,223	3,397,757	3,440,085	3,650,534	210,449	6.12%
Parking Control Officers (2.65, 2.8,2.8,2.8)	114,897	129,165	132,978	132,978	0	0.00%
Administrative Assistant	58,231	61,719	64,673	67,099	2,426	3.75%
Principal Clerk	51,375	54,283	55,010	55,010	0	0.00%
Senior Clerk (.71)	29,478	30,012	30,439	30,439	0	0.00%
Detention Attendant/Spec Projects Clerk (1.6)	77,229	85,473	86,622	86,622	0	0.00%
Animal Control Officer	48,995	50,975	51,485	53,415	1,930	3.75%
Social Workers (.5,1,1,75)	32,021	66,629	69,819	60,512	(9,307)	-13.33%
Communications Supervisor	71,354	74,236	74,236	74,978	742	1.00%
Dispatchers (9)	483,242	509,076	509,076	506,797	(2,279)	-0.45%
SALARIES AND OTHER BENEFITS	6,441,464	6,496,983	6,678,245	6,891,358	213,113	3.19%
Longevity	147,283	144,725	173,870	176,900	3,030	1.74%
Overtime	617,100	629,442	629,442	659,167	29,725	4.72%
Minuteman Bikeway Patrol	15,606	21,018	21,018	21,018	0	0.00%
Holiday pay	218,140	222,503	222,503	222,503	0	0.00%
School Credits	5,100	5,100	5,100	5,100	0	0.00%
Court Time	36,414	37,142	37,142	37,142	0	0.00%
Differential & out-of-grade pay	3,315	3,382	3,382	3,382	0	0.00%
Accreditation stipend	7,344	7,344	7,344	7,344	0	0.00%
Emergency dispatch stipend	2,754	2,809	2,809	2,809	0	0.00%
Stipends *		21,625	23,650	23,650	0	0.00%
Clothing allowance **				3,600		
TOTAL PERSONNEL SERVICES	7,494,519	7,592,073	7,804,505	8,053,973	249,468	3.20%
* in FY 2020 this item was moved from Expenses to Stipends						
** new in FY 2022						
*** includes increase to purchase body cameras & support in FY 2022						

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20 Fire Services	2019	2020	2021	2022	\$ change	% change
Personnel Services	7,027,729	7,450,346	7,545,625	7,509,178	(36,447)	-0.48%
Expenses	439,900	415,800	420,400	437,400	17,000	4.04%
APPROPRIATION TOTAL	7,467,629	7,866,146	7,966,025	7,946,578	(19,447)	-0.24%
Ambulance Revolving Fund offset	(200,121)	(209,504)	(211,296)	(211,296)	0	
TAXATION TOTAL	7,267,508	7,656,642	7,754,729	7,735,282	(19,447)	-0.25%
	-0.26%	5.35%	1.28%	-0.25%		
Detail of Personnel Services						
Fire Chief	163,583	170,389	153,674	153,151	(523)	-0.34%
Chief Officer (5)	498,955	530,517	540,840	540,840	0	0.00%
Captain (7)	607,425	643,616	652,880	654,880	2,000	0.31%
Lieutenant (15)	1,131,840	1,196,620	1,133,534	1,214,419	80,885	7.14%
Firefighter (50)	3,155,657	3,319,429	3,437,148	3,328,055	(109,093)	-3.17%
Office Manager	64,715	68,161	69,026	69,026	0	0.00%
Emergency Management Stipend		6,000	6,000	6,000	0	0.00%
Master Mechanic	77,173	81,896	82,715	82,715	0	0.00%
Motor Equipment Repairman	57,512	61,246	61,826	61,826	0	0.00%
BASE SALARY + STEPS	5,756,860	6,077,874	6,137,643	6,110,912	(26,731)	-0.44%
Longevity	152,840	164,710	155,996	148,469	(7,527)	-4.83%
Weekend Differential *	47,831	0	0	0	0	0.00%
Overtime	464,464	473,753	478,491	478,491	0	0.00%
Holiday pay	177,824	185,008	186,858	186,858	0	0.00%
Vacation, personal time, double time	119,916	122,313	123,537	123,537	0	0.00%
School Credits	167,315	189,583	191,562	191,698	136	0.07%
EMT Pay	125,179	203,255	234,188	234,263	75	0.03%
Stipends	6,000	24,350	27,850	25,450	(2,400)	-8.62%
Captains working as Chief Officers	9,500	9,500	9,500	9,500	0	0.00%
TOTAL PERSONNEL SERVICES	7,027,728	7,450,345	7,545,625	7,509,178	(36,447)	-0.48%
* The weekend differential is no longer included in the contract						

21 Inspections	2019	2020	2021	2022	\$ change	% change
Personnel Services	483,994	505,042	519,048	527,414	8,366	1.61%
Expenses	12,000	15,200	15,200	15,200	0	0.00%
TAXATION TOTAL	495,994	520,242	534,248	542,614	8,366	1.57%
	0.80%	4.89%	2.69%	1.57%		
Detail of Personnel Services:						
Director of Inspectional Services	127,310	134,901	138,750	140,750	2,000	1.44%
Wire Inspector	70,401	75,991	79,628	81,093	1,465	1.84%
Plumbing & Gas Inspector	77,173	80,290	81,093	81,093	0	0.00%
Building Inspector (2,2,1.6,1.6)	138,917	142,970	116,049	119,801	3,752	3.23%
Zoning Assistant	49,166	51,983	52,687	52,687	0	0.00%
Principal Clerk & Typist			31,720	31,720	0	
BASE SALARY + STEPS	462,967	486,135	499,927	507,144	7,217	1.44%
Longevity	9,028	9,857	10,071	11,220	1,149	11.41%
Stipends and clothing allowance		1,050	1,050	1,050	0	0.00%
Temporary workers		4,000	4,000	4,000	0	0.00%
Overtime	12,000	4,000	4,000	4,000	0	0.00%
TOTAL PERSONNEL SERVICES	483,994	505,042	519,048	527,414	8,366	1.61%

22 Education (17-3-0)	2019	2020	2021	2022	\$ change	% change
TAXATION TOTAL *	66,253,022	70,827,139	75,570,531	80,104,634	4,534,103	6.00%
	8.74%	6.90%	6.70%	6.00%		
* These appropriations do not include other funds which go directly to the schools without appropriation.						

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23 Libraries	2019	2020	2021	2022	\$ change	% change
Personnel Services	1,889,117	1,984,238	2,048,445	2,130,989	82,544	4.03%
Expenses	537,580	538,880	538,880	538,880	0	0.00%
APPROPRIATION TOTAL	2,426,697	2,523,118	2,587,325	2,669,869	82,544	3.19%
Friends of Fox offset	(25,200)	(25,200)	(25,200)	(25,200)	0	0.00%
TAXATION TOTAL	2,401,497	2,497,918	2,562,125	2,644,669	82,544	3.22%
	2.01%	4.02%	2.57%	3.22%		
<u>Detail of Personnel Services:</u>						
Library Director	115,980	123,114	126,845	128,845	2,000	1.58%
Ass't Director/Head of Adult Services	84,286	76,230	79,483	83,495	4,012	5.05%
Head of Children's Services	74,590	81,094	81,499	82,518	1,019	1.25%
Head of Technical Services	67,926	71,179	74,218	75,146	928	1.25%
Head of Circulation	53,835	58,110	60,892	63,173	2,281	3.75%
Branch Librarian/Technical Librarian (2,2,2.5,2.5)	135,414	148,555	187,888	203,634	15,746	8.38%
Adult Service Librarians (5.2,4.7,5.7,5)	334,086	354,804	318,146	331,699	13,553	4.26%
Children's Librarian (3.11,3.11,4.11,4.11)	178,574	192,114	249,011	258,751	9,740	3.91%
Senior Library Ass'ts (9.6)	487,784	495,500	504,742	504,742	0	0.00%
Library Assistants & Intern (3.1, 3.3,3.6,3.6)	128,654	146,142	149,352	148,556	(796)	-0.53%
Office Manager	55,228	58,291	59,058	59,058	0	0.00%
Senior Clerk Typist (.5,.5,0,0)	20,635	21,468	0	0	0	0.00%
Pages (PT)	76,648	76,648	76,648	107,393	30,745	40.11%
BASE SALARY + STEPS	1,813,640	1,903,249	1,967,783	2,047,010	79,227	4.03%
Overtime	60,000	60,000	60,000	60,000	0	0.00%
Night Time Differential	1,142	1,142	1,142	1,142	0	0.00%
Longevity	14,335	14,772	14,445	17,762	3,317	22.96%
Stipends and clothing allowance		5,075	5,075	5,075	0	0.00%
TOTAL PERSONNEL SERVICES	1,889,117	1,984,238	2,048,445	2,130,989	82,544	4.03%

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24	Health & Human Services	2019	2020	2021	2022	\$ change	% change
A D M I N	All Health and Human Services						
	Personnel Services	771,467	932,430	1,020,387	1,299,645	279,258	27.37%
	Expenses	467,968	456,168	524,668	544,968	20,300	3.87%
	APPROPRIATION TOTAL	1,239,435	1,388,598	1,545,055	1,844,613	299,558	19.39%
	Total offsets (see below)	0	0	0	(174,191)	(174,191)	
	TAXATION TOTAL	1,239,435	1,388,598	1,545,055	1,670,422	125,367	8.11%
		3.89%	12.03%	11.27%	8.11%		
	a. Health and Human Services Administration						
	Personnel Services	431,760	574,570	624,434	742,757	118,323	18.95%
	Expenses *	98,200	109,200	153,200	190,900	37,700	24.61%
V E T E R A N S	APPROPRIATION TOTAL	529,960	683,770	777,634	933,657	156,023	20.06%
	Medical Reserve Corp **				(26,470)		
	Board of Health Fees Revolving Fund **				(12,302)		
	Bureau of Substance Abuse **				(20,176)		
	CARES Act funding **				(63,692)		
	TAXATION TOTAL	529,960	683,770	777,634	811,017		
		11.43%	29.02%	13.73%	4.29%		
	Detail of Personnel Services:						
	Director of Health and Human Services	118,815	125,834	127,092	127,092	0	0.00%
	Public Health Director	69,766	72,584	91,637	91,637	0	0.00%
	Office Manager	49,165	58,291	59,058	59,058	0	0.00%
	Health Compliance Officer	71,350	77,014	80,703	80,703	0	0.00%
	Health Comp Officer / Sealer (.11,.11,.11,.26)	7,766	8,080	8,160	18,361	10,201	125.01%
	Health Compliance Inspector	66,444	71,721	75,155	77,973	2,818	3.75%
	Public Health Nurse (.47,.47,.47,.8)	36,204	37,667	38,043	64,562	26,519	69.71%
	Program Coordinator - AYHSC (0,.75,.75,1)		55,675	58,338	80,703	22,365	38.34%
	Mgr of Diversity, Equity & Inclusion ***		55,170	72,263		(72,263)	-100.00%
	Health Compliance Officer ****				64,864	64,864	
	Health Compliance Officer ****				62,520	62,520	
	BASE SALARY + STEPS	419,510	562,035	610,450	727,473	117,023	19.17%
	Overtime	7,500	7,500	7,500	7,500	0	0.00%
	Longevity	4,750	5,035	6,484	6,484	0	0.00%
	Auto allowance				1,300	1,300	
	TOTAL PERSONNEL SERVICES	431,760	574,570	624,434	742,757	118,323	18.95%
	* Increase in FY 2022 due to increased rent & payments to Somerville Homeless Coalition						
	** Offsets detailed this year for clarification						
	*** Position moved to Director of Diversity, Equity & Inclusion						
	**** COVID-related positions						
	b. Veterans' Services						
	Personnel Services	70,064	74,950	75,728	75,728	0	0.00%
	Expenses	5,268	5,268	5,268	11,268	6,000	113.90%
	Veteran's aid & assistance *	335,000	300,000	300,000	240,000	(60,000)	-20.00%
	TAXATION TOTAL	410,332	380,218	380,996	326,996	(54,000)	-14.17%
		-7.42%	-7.34%	0.20%	-14.17%		
	Detail of Personnel Services:						
	Director of Veterans' Services	70,064	74,236	74,978	74,978	0	0.00%
	BASE SALARY + STEPS	70,064	74,236	74,978	74,978	0	0.00%
	Longevity	0	714	750	750	0	0.00%
	TOTAL PERSONNEL SERVICES	70,064	74,950	75,728	75,728	0	0.00%
	* 75% of veterans's aid & assistance is reimbursed by state.						

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c. Council on Aging							
C	Personnel Services	269,643	282,910	320,225	379,599	59,374	18.54%
O	Expenses	29,500	41,700	66,200	64,800	(1,400)	-2.11%
U	APPROPRIATION TOTAL	299,143	324,610	386,425	444,399	57,974	15.00%
N	Executive Office of Elder Affairs offset				(51,551)	(51,551)	
C	TAXATION TOTAL	299,143	324,610	386,425	392,848	6,423	1.66%
I		9.08%	8.51%	19.04%	1.66%		
L	Detail of Personnel Services:						
	Executive Director	87,631	91,172	82,453	80,964	(1,489)	-1.81%
O	Social Worker (1.54,1.54,1.54, 2)	108,021	112,605	113,731	155,946	42,215	37.12%
N	Principal Clerk & Secretary	44,023	47,518	49,794	52,687	2,893	5.81%
	Nurse (.17,.17,.8,.8) *	12,060	11,822	53,708	55,722	2,014	3.75%
A	Receptionist (.5)	16,545	17,859	18,714	30,355	11,641	62.20%
G	BASE SALARY + STEPS	268,280	280,976	318,400	375,674	57,274	17.99%
I	Longevity	1,363	1,509	1,400	2,100	700	50.00%
N	Stipends		425	425	425	0	0.00%
G	Auto allowance				1,400		
	TOTAL PERSONNEL SERVICES	269,643	282,910	320,225	379,599	59,374	18.54%
* Represents the Town portion only. This position are partially funded by State and other grants.							
d.Diversity, Equity & Inclusion *							
D	Personnel Services				101,561	101,561	
I	Expenses				38,000	38,000	
V	TAXATION TOTAL				139,561	139,561	
E							
R	Detail of Personnel Services:						
S	Div., Eq, & Inc. Director				77,598	77,598	
I	Div., Eq, & Inc. Assistant				23,963	23,963	
T	BASE SALARY + STEPS	0	0	0	101,561	101,561	
Y							
* New department in FY 2022. Director moved from Health & Human Services Administration.							
25 Retirement (17-0-1)							
		2019	2020	2021	2022	\$ change	% change
	a Contributory Pensions	11,887,479	12,543,872	13,246,911	14,041,972	795,061	6.00%
	b Non-Contributory Pensions	18,018	18,468	18,468	19,367	899	4.87%
	APPROPRIATION TOTAL	11,905,497	12,562,340	13,265,379	14,061,339	795,960	6.00%
	Water & Sewer Ent. Fund offset	(1,139,952)	(1,206,394)	(1,344,140)	(1,425,766)	(81,626)	6.07%
	TAXATION TOTAL	10,765,545	11,355,946	11,921,239	12,635,573	714,334	5.99%
		6.15%	5.48%	4.98%	5.99%		

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26 Insurance (14-0-1)	2019	2020	2021	2022	\$ change	% change
Total insurance costs (health + other - offsets)	17,159,100	17,891,836	18,858,788	20,212,725	1,353,937	7.18%
	-0.47%	4.27%	5.40%	7.18%		
For FY 2022 , the Town Manager is hereby authorized to transfer funds within this budget.						
Group Insurance Commission *	15,020,788	15,859,137	16,762,497	18,046,412	1,283,915	7.66%
Medicare payroll tax	1,364,821	1,358,923	1,415,143	1,490,992	75,849	5.36%
Flexible Benefit Plan	75,000	33,000	38,880	38,880	0	0.00%
Medicare penalty	18,000	18,000	18,000	15,000	(3,000)	-16.67%
Opt-out program	215,996	217,996	219,997	217,996	(2,001)	-0.91%
TOTAL GROUP HEALTH	16,694,605	17,487,056	18,454,517	19,809,280	1,359,764	7.37%
Recreation Enterprise Fund	(50,070)	(73,402)	(65,161)	(54,189)	10,972	-16.84%
Ed Burns Arena Enterprise Fund	(48,530)	(19,347)	(34,605)	(28,240)	6,365	-18.39%
Contributory Retirement	(41,998)	(41,693)	(42,993)	(45,238)	(2,245)	5.22%
Water & Sewer Ent. Fund offset	(530,358)	(568,826)	(565,330)	(646,332)	(81,002)	14.33%
TOTAL OFFSETS	(670,956)	(703,268)	(708,089)	(773,999)	(65,910)	9.31%
NET GROUP HEALTH	16,023,649	16,783,788	17,746,428	19,035,281	1,288,853	7.26%
	-0.75%	4.74%	5.74%	7.26%		
Group Life Insurance	63,633	86,230	90,542	95,069	4,527	5.00%
Liability Insurance	55,000	55,000	55,000	55,000	0	0.00%
Indemnity Insurance	297,443	297,443	297,443	358,000	60,557	20.36%
Unemployment Insurance	200,000	150,000	150,000	150,000	0	0.00%
Workers' Compensation Insurance	540,000	540,000	540,000	540,000	0	0.00%
TOTAL OTHER INSURANCE	1,156,076	1,128,673	1,132,985	1,198,069	65,084	5.74%
Municipal Building Trust Fund	(20,625)	(20,625)	(20,625)	(20,625)	0	0.00%
NET OTHER INSURANCE	1,135,451	1,108,048	1,112,360	1,177,444	65,084	5.85%
<i>* All funds required to be paid for post employment benefits shall be transferred by the Comptroller, as needed, from this budget to the OPEB account established by Chapter 161 of the Acts of 2005 and Article 44 of the 2008 Annual Town Meeting for the purpose of paying OPEB costs from said fund.</i>						

27 Reserve Fund	2019*	2020*	2021*	2022*	\$ change	% change
Reserve Fund *	1,553,287	1,604,584	1,556,724	1,720,145	163,421	10.50%
School Reserve Fund **				1,094,055	1,094,055	
TAXATION TOTAL	1,553,287	1,604,584	1,556,724	2,814,200	1,257,476	80.78%
	3.11%	3.30%	-2.98%	80.78%		
<i>* The Finance Committee recommends a policy of dedicating 1% of the non-exempt budget to the Reserve Fund. This will allow the Reserve Fund to cover snow and ice deficits for each year without requiring these to be raised on the next year's tax levy.</i>						
<i>** The School Reserve Fund may be used for unexpected enrollment growth.</i>						

APPENDIX B
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A Water & Sewer Enterprise Fund	2019	2020	2021	2022	\$ change	% change
EXPENSES						
Personnel services	2,319,543	2,408,112	2,534,167	2,485,141	(49,026)	-1.93%
Expenses	819,100	872,555	872,555	1,022,555	150,000	17.19%
MWRA Assessment	13,973,933	14,342,325	14,883,919	15,227,173	343,254	2.31%
Indirect charges	678,436	699,376	719,872	766,866	46,994	6.53%
Capital and debt	1,497,094	1,477,399	1,645,695	1,611,595	(34,100)	-2.07%
Capital outlay and water main rehab	370,000	762,000	382,000	394,000	12,000	3.14%
Health insurance	530,358	568,826	565,330	646,332	81,002	14.33%
Retirement	1,139,952	1,206,394	1,344,140	1,425,766	81,626	6.07%
Workers compensation & unemployment	9,500	9,500	9,500	9,500	0	0.00%
TOTAL WATER & SEWER EXPENSES	21,337,916	22,346,487	22,957,178	23,588,928	631,750	2.75%
	2.66%	4.73%	2.73%	2.75%		
REVENUES						
User charges	15,374,301	16,199,396	18,895,221	21,372,698	2,477,477	13.11%
From general fund (debt shift)	5,593,112	5,593,112	3,691,454	1,845,727	(1,845,727)	-50.00%
Liens	0	200,462	200,462	200,462	0	0.00%
Interest & penalties	0	50,054	50,054	50,054	0	0.00%
Connection fees	170,041	119,987	119,987	119,987	0	0.00%
User of retained earnings	200,462	183,476	0	0	0	
TOTAL WATER & SEWER REVENUES	21,337,916	22,346,487	22,957,178	23,588,928	631,750	2.75%
	2.66%	4.73%	2.73%	2.75%		
FUND INCREASE (DECREASE)	0	0	0	0		
(Deficit to be funded through General Fund)						
<u>Water Distribution Expenses</u>						
MWRA assessment	5,245,583	5,390,060	5,618,325	5,984,120	365,795	6.51%
Salaries and wages	1,255,275	1,333,231	1,363,079	1,270,247	(92,832)	-6.81%
Health Insurance	265,179	284,413	282,665	323,166	40,501	14.33%
Retirement	569,976	603,197	672,070	712,883	40,813	6.07%
Workers compensation & unemployment	2,000	2,000	2,000	2,000	0	0.00%
Stipends, clothing and cleaning allowance	25,600	27,525	27,100	27,950	850	3.14%
Indirect costs	339,218	349,688	359,936	383,433	23,497	6.53%
Maintenance, training, supplies	350,500	353,955	353,955	448,955	95,000	26.84%
Water main rehabilitation	100,000	100,000	100,000	100,000	0	0.00%
Debt service	1,077,663	1,068,650	1,209,063	1,196,113	(12,950)	-1.07%
Capital outlay	170,000	562,000	182,000	194,000	12,000	6.59%
TOTAL WATER DISTRIBUTION EXPENSES	9,400,994	10,074,719	10,170,193	10,642,867	472,674	4.65%
<u>Sewer Collection Expenses</u>						
MWRA assessment	8,728,350	8,952,265	9,265,594	9,243,053	(22,541)	-0.24%
Salaries and wages	519,334	523,678	571,994	593,472	21,478	3.75%
Health Insurance	265,179	284,413	282,665	323,166	40,501	14.33%
Retirement	569,976	603,197	672,070	712,883	40,813	6.07%
Workers compensation & unemployment	7,500	7,500	7,500	7,500	0	0.00%
Indirect costs	339,218	349,688	359,936	383,433	23,497	6.53%
Expenses	125,000	125,000	125,000	130,000	5,000	4.00%
Sewer rehab	100,000	100,000	100,000	100,000	0	0.00%
Debt service	419,431	408,749	436,632	415,482	(21,150)	-4.84%
TOTAL SEWER EXPENSES	11,073,988	11,354,490	11,821,391	11,908,989	87,598	0.74%
<u>Water & Sewer Properties Expenses</u>						
Salaries and wages	519,334	523,678	571,994	593,472	21,478	3.75%
Heating fuel and electricity	63,600	63,600	63,600	63,600	0	0.00%
Great Meadows expenses	4,000	4,000	4,000	4,000	0	0.00%
TOTAL WATER & SEWER PROP. EXPENSES	586,934	591,278	639,594	661,072	21,478	3.36%
<u>Storm Sewers Collection System</u>						
Maintenance	71,000	71,000	71,000	71,000	0	0.00%
Storm sewer rehabilitation	5,000	5,000	5,000	5,000	0	0.00%
Supplies	200,000	250,000	250,000	300,000	50,000	20.00%
TOTAL STORM SEWER EXPENSES	276,000	326,000	326,000	376,000	50,000	15.34%

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B Recreation Enterprise Fund	2019	2020	2021	2022	\$ change	% change
EXPENSES						
Personnel Services	751,980	862,595	870,342	741,086	(129,256)	-14.85%
Expenses	1,034,170	1,023,102	1,014,861	930,806	(84,055)	-8.28%
Debt Service	0	0	49,000	49,000	0	0.00%
TOTAL EXPENSES	1,786,150	1,885,697	1,934,203	1,720,892	(213,311)	-11.03%
	179.37%	5.57%	2.57%	-11.03%		
REVENUES						
User fees and charges	1,773,150	1,872,697	1,821,203	1,714,392	(106,811)	-5.86%
Other state revenue	13,000	13,000	13,000	6,500	(6,500)	-50.00%
Use of retained earnings			100,000	0	(100,000)	-100.00%
TOTAL REVENUES	1,786,150	1,885,697	1,934,203	1,720,892	(213,311)	-11.03%
	174.31%	5.57%	2.57%	-11.03%		
FUND INCREASE (DECREASE)	0	0	0	0		
(Deficit to be funded through General Fund)						
<u>Personnel Services Detail</u>						
Director of Recreation (.8)	84,832	72,278	77,582	101,674	24,092	31.05%
Assistant Director (.8,.8,.8,0)	57,218	63,769	64,406		(64,406)	-100.00%
Recreation Facilities Supervisor	66,768	72,069	75,519	68,892	(6,627)	-8.78%
Administrative Assistant (.5)	21,853	24,651	26,344	26,344	0	0.00%
Administrative Asst - Payroll (.8)	37,637	41,586	42,150	42,150	0	0.00%
Afterschool Program Director	56,768	50,975	53,415	55,418	2,003	3.75%
Asst Afterschool (.8)	32,082	35,928	37,649	39,060	1,411	3.75%
Preschool Director	47,225	50,975	53,415	55,418	2,003	3.75%
Asst Preschool (.8,.8,.68,0)	30,922	33,378	24,171		(24,171)	-100.00%
Asst. Facilities Coordinator (.2)	11,354	11,979	10,683	10,490	(193)	-1.81%
SUB-TOTAL	446,660	457,587	465,334	399,446	(65,888)	-14.16%
Temporary staff	140,000	178,000	178,000		(178,000)	-100.00%
Reservoir staff	160,000	220,000	220,000		(220,000)	-100.00%
Kids After School				106,000	106,000	
Summer program staff				169,600	169,600	
Reservoir beach				63,600	63,600	
Stipends		850	850	850	0	0.00%
Longevity	320	1,158	1,158	1,590	432	37.31%
Overtime	5,000	5,000	5,000		(5,000)	-100.00%
TOTAL PERSONNEL SERVICES	751,980	862,595	870,342	741,086	(129,256)	-14.85%
<u>Operating Expenses Detail</u>						
Office Supplies	2,000	2,200	3,000	3,000	0	0.00%
Electricity	30,000	31,000	55,700	55,700	0	0.00%
Vehicle maintenance	1,000	1,000	500	500	0	0.00%
Travel allowance	1,000	1,000	1,000	1,500	500	50.00%
Health Insurance	51,812	73,402	65,161	56,156	(9,005)	-13.82%
Maintenance reserve	25,000	25,000	15,000	5,000	(10,000)	-66.67%
Program and other expenses	925,100	889,500	923,500	857,950	(65,550)	-7.10%
TOTAL OPERATING EXPENSES	1,035,912	1,023,102	1,063,861	979,806	(84,055)	-7.90%

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C Ed Burns Arena Enterprise Fund	2019	2020	2021	2022	\$ change	% change
EXPENSES						
Personnel Services	272,590	275,678	277,859	268,845	(9,014)	-3.24%
Expenses	277,340	279,366	283,624	267,903	(15,721)	-5.54%
Debt Service	82,591	101,278	58,881	56,256	(2,625)	-4.46%
TOTAL EXPENSES	632,521	656,322	620,364	593,004	(27,360)	-4.41%
	3.40%	3.76%	-5.48%	-4.41%		
REVENUES						
Public Skating	52,000	55,000	55,000	59,000	4,000	7.27%
Ice time	496,521	490,572	470,864	441,504	(29,360)	-6.24%
Concession Stand	25,000	25,000	25,000	25,000	0	0.00%
Capital & Miscellaneous	59,000	85,750	69,500	67,500	(2,000)	-2.88%
TOTAL REVENUES	632,521	656,322	620,364	593,004	(27,360)	-4.41%
	5.56%	3.76%	-5.48%	-4.41%		
FUND INCREASE (DECREASE)	0	0	0	0		
(Deficit to be funded through General Fund)						
<u>Personnel Services Detail</u>						
Director of Recreation* (.2)	21,208	18,069	19,396	25,418	6,022	31.05%
Asst Director (.2,.2,.2,0)	14,305	15,942	16,706		(16,706)	-100.00%
Rink Facility Supervisor	74,563	72,069	75,519	78,351	2,832	3.75%
Administrative Assistant (.5)	21,459	24,651	26,344	26,344	0	0.00%
Administrative Asst - Payroll (.2)	9,409	10,397	10,537	10,537	0	0.00%
Asst. Facilities Coordinator	45,414	47,914	42,732	41,960	(772)	-1.81%
SUB-TOTAL	186,358	189,043	191,234	182,610	(8,624)	-4.51%
Temporary staff	76,500	78,000	78,000	78,000	0	0.00%
Longevity	2,232	610	600	210	(390)	-65.00%
Stipends		525	525	525	0	0.00%
Overtime	7,500	7,500	7,500	7,500	0	0.00%
TOTAL PERSONNEL SERVICES	272,590	275,678	277,859	268,845	(9,014)	-3.24%
<u>Operating Expenses Detail</u>						
Office Supplies	500	500	500		(500)	-100.00%
Utilities (Electricity & Gas)	135,000	138,000	138,000	138,000	0	0.00%
Security	5,000	5,909	5,909	6,500	591	10.00%
Marketing	2,000	2,000	2,000	1,500	(500)	-25.00%
Refrigeration contract	7,500	7,500	7,500	10,000	2,500	33.33%
Zamboni fuel and maintenance	0	0	0		0	
Health Insurance	48,530	19,347	34,605	28,753	(5,852)	-16.91%
Concession Stand	19,000	19,000	19,000	10,000	(9,000)	-47.37%
DCR Lease Payment	13,100	13,100	13,100	13,100	0	0.00%
Equipment/Buildings/Grounds		46,500	46,500	46,500	0	0.00%
Repairs and Maintenance		25,000	14,000	10,000	(4,000)	-28.57%
Otherwise Unclassified	46,710	2,510	2,510	3,550	1,040	41.43%
TOTAL OPERATING EXPENSES	277,340	279,366	283,624	267,903	(15,721)	-5.54%
<i>* Director of Recreation previously split 50/50 with Recreation, now split 20/80</i>						

APPENDIX B
Fiscal Year 2022 Budgets

D Council on Aging Trans. Enterprise Fund	2019	2020	2021	2022	\$ change	% change
EXPENSES						
Personnel Services	67,705	113,407	115,653	108,000	(7,653)	-6.62%
Expenses	22,000	29,500	24,300	32,300	8,000	32.92%
TOTAL EXPENSES	89,705	142,907	139,953	140,300	347	0.25%
	-9.69%	59.31%	-2.07%	0.25%		
REVENUES						
Dial-A-Ride-Taxi (DART) fees	6,000	6,000	6,000	8,500	2,500	41.67%
CDBG	36,500	36,500	36,500	31,540	(4,960)	-13.59%
Vans	26,205	11,400	11,400	6,700	(4,700)	-41.23%
Donations	21,000	21,000	21,000	31,000	10,000	47.62%
User of Retained Earnings	0	18,007	15,053	12,560	(2,493)	-16.56%
General fund subsidy	0	50,000	50,000	50,000	0	0.00%
TOTAL REVENUES	89,705	142,907	139,953	140,300	347	0.25%
	-9.69%	59.31%	-2.07%	0.25%		
FUND INCREASE (DECREASE)	0	0	0	0		
Personnel Services Detail						
Info & Referral	30,825	35,572	37,276	38,673	1,397	3.75%
On call van driver *	36,580	77,835	78,377	69,327	(9,050)	-11.55%
BASE SALARY	67,405	113,407	115,653	108,000	(7,653)	-6.62%
Longevity	300	0	0	0	0	
TOTAL PERSONNEL SERVICES	67,705	113,407	115,653	108,000	(7,653)	-6.62%
* \$40,000 increase as part of 2019 override						

APPENDIX B
Fiscal Year 2022 Budgets

E Arlington Youth Counseling Ctr. Ent. Fund	2019	2020	2021	2022	\$ change	% change
EXPENSES						
Personnel Services	396,189	447,658	532,139	583,635	51,496	9.68%
Expenses	255,799	292,700	295,700	320,500	24,800	8.39%
TOTAL EXPENSES	651,988	740,358	827,839	904,135	76,296	9.22%
	3.49%	13.55%	11.82%	9.22%		
REVENUES						
Client Fees & insurance reimbursements	376,988	410,358	450,000	490,000	40,000	8.89%
School contracts	45,000	40,000	40,000	40,000	0	0.00%
Other state revenue (earmark from MA DMH)	105,000	160,000	175,000	175,000	0	0.00%
Intergovernmental (CDBG)	5,000	10,000	10,000	15,000	5,000	50.00%
General fund subsidy	120,000	120,000	120,000	120,000	0	0.00%
Gifts & Donations			32,839	64,135	31,296	95.30%
TOTAL REVENUES	651,988	740,358	827,839	904,135	76,296	9.22%
	3.49%	13.55%	11.82%	9.22%		
FUND INCREASE (DECREASE)	0	0	0	0		
<u>Personnel Services Detail</u>						
Director of Youth Services	87,207	104,848	105,896	105,896	0	0.00%
Psychiatrist (1 PT)	7,280	7,280	7,280	0	(7,280)	-100.00%
Psychiatric Nurse	45,500	45,500	45,500	99,180	53,680	117.98%
Psychologist (.57,.86,.86,.86)	48,930	67,119	70,334	71,652	1,318	1.87%
Clinical Director	79,489	85,595	86,451	86,451	0	0.00%
Medical Record Clerk (.51)	25,507	26,760	27,028	27,028	0	0.00%
Asst. Clinical Director (.6)	44,522	47,942	48,422	48,422	0	0.00%
Billing agent	55,854	60,289	63,173	65,545	2,372	3.75%
Community Resource Specialist (.8)			60,124	61,251	1,127	1.87%
Case Manager / Homeless Outreach (.25)			15,406	15,128	(278)	-1.80%
BASE SALARY	394,289	445,333	529,614	580,553	50,939	9.62%
Longevity	1,900	1,900	2,100	2,657	557	26.52%
Stipends		425	425	425	0	0.00%
TOTAL PERSONNEL SERVICES	396,189	447,658	532,139	583,635	51,496	9.68%
<u>Operating Expenses Detail</u>						
Administrative fees	30,600	32,000	35,000	40,000	5,000	14.29%
Fee for service clinicians	215,000	250,000	250,000	270,000	20,000	8.00%
Professional licenses	800	500	500	500	0	0.00%
Office Supplies	4,099	4,200	4,200	4,000	(200)	-4.76%
Car Allowance	300	0	0	0	0	
Unclassified	5,000	6,000	6,000	6,000	0	0.00%
TOTAL OPERATING EXPENSES	255,799	292,700	295,700	320,500	24,800	8.39%

APPENDIX C

Summary of Finance Committee Recommendations

Fiscal Year 2022

REVENUES

PROPERTY TAX DETAIL

FY 2021 levy limit	126,776,920
+2.5%	3,169,423
New growth	650,000
High school debt exclusion	2,858,975
Minuteman debt exclusion	1,610,964
Other town debt exclusions	5,830,616
less MSBA receipts	0
MWRA debt (debt shift)	1,845,727
TOTAL FY 2022 PROPERTY TAX	142,742,625

SCHOOL CONSTRUCTION AID (MSBA)

Bishop	0
Brackett	0
Hardy	0
Peirce	0
TOTAL EXEMPT RECEIPTS	0
Ottoson (non-exempt)	0
TOTAL EXEMPT RECEIPTS	0

LOCAL RECEIPTS DETAIL

Motor vehicle excise	4,293,350
Other excise - hotel	325,000
Other excise - meals	300,000
Penalties & interest	355,000
Payments in lieu of taxes (PILOT)	18,000
Fees	889,000
Rentals	142,000
Schools Medicare	100,000
Dept revenue - libraries	0
Dept revenue - cemeteries	265,000
Dept revenue - recreation	0
Other departmental revenue	225,000
Licenses and permits	1,705,000
Special assessments	0
Fines and forfeits	15,000
Investment income	241,000
Medicare Part D	0
TOTAL LOCAL RECEIPTS	8,873,350

LOCAL AID ("CHERRY SHEET") DETAIL

RECEIPTS

Education

Chapter 70	14,741,108
Charter Tuition Assessment Reimbursement	99,715

Offset Receipts

School Lunch Assistance	0
School Choice Receiving Tuition	0

Total Education

	14,840,823
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General Government

Additional Assistance	0
Total unrestricted gen'l gov't (UGGA)	8,338,017
Annual Formula Local Aid	0
Veterans' Benefits	163,956
Exemptions: Vets, blind, Elderly, etc.	114,525

Offset Receipts

Public Libraries	75,100
Total General Government	8,691,598

Total Estimated Receipts

Ch 70 add from SFSF	0
School Construction (MSBA)	0

Local Aid Receipts inc MSBA

	23,532,421
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ASSESSMENTS

State Assessments and Charges

Retired Employee's Health Insurance	0
Air Pollution Districts	19,323
Metropolitan Area Planning Council	25,084
RMV Non-Renewal Surcharge	33,560
Total Assess. & Charges	77,967

Transportation Authorities

MBTA	3,093,591
Boston Metro. Transit District	744
Total MBTA Assessment	3,094,335

Annual Charges Against Receipts

Special Education	20,415
Total Annual Charges	20,415

Tuition Assessments

School Choice Sending Tuition	154,615
Charter School Sending Tuition	290,551
Total Tuition Assessments	445,166

Total Estimated Charges

	3,637,883
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NET LOCAL AID

	19,894,538
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APPROPRIATIONS

BUDGETS (Article 55)

Town Manager

3 Town Manager (16-0-1)	748,219
4 Human Resources	364,696
5 Information Technology	1,093,811
6 Comptroller	345,301
7 Treasurer-Collector	723,756
9 Board of Assessors	345,085
10 Legal	471,191
14 Planning & Community Development (17-2-0)	617,673
15 Redevelopment Board	10,800
17 a. Public Works Administration	221,364
17 b. Engineering	163,873
17 c. Cemetery	284,680
17 d. Natural Resources (inc. field maintenance)	1,791,102
17 e. Sanitation/Highway Div. (inc. snow & ice)	6,990,437
17 f. Motor Equipment Repair	443,866
17 g. Street lighting, traffic signals	230,000
18 Facilities	812,849
19 Police Services (16-1-0)	8,740,639
20 Fire Services	7,735,282
21 Inspections	542,614
23 Libraries	2,644,669
24 a. Health and Human Services Administration	811,017
24 b. Veterans' Services	326,996
24 c. Council on Aging	392,848
24 d. Diversity, Equity & Inclusion	139,561
Total Town Manager	36,992,329

Select Board

2 a. Administration and Licensing	295,097
2 d. Accounting and Auditing	78,000
13 Parking	58,056
16 Zoning Board of Appeals	33,134
Total Select Board	464,287

Town Clerk

11 Town Clerk	270,976
12 Board of Registrars	73,012
Total Town Clerk	343,988

Retirement (17-0-1)

25 a Contributory Pensions	12,616,206
25 b Non-Contributory Pensions	19,367
Total Pensions	12,635,573

Fixed Budgets

26 Insurance (14-0-1)	20,212,725
8 Postage	185,869
2 b. Elections and Town Meeting	72,943
27 Reserve Fund	2,814,200
Total Fixed Budgets	23,285,737

1 Finance Committee

22 Education (17-3-0)	11,146
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	80,104,634
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Total Budgets (Article 55)

	153,837,694
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WARRANT ARTICLES

TOTAL BUDGETS

55 Total Budgets	153,837,694
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56 Capital Budget

	18,073,998
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OTHER WARRANT ARTICLES

53 Positions reclassification	63,474
54 Collective Bargaining / Salary Reserve	671,485
61 Minuteman Regional School	6,795,456
62 Arlington Historical Commission	2,660
62 Historic District Commissions	5,100
62 Capital Planning Committee	0
62 Disabilities Commission	25,000
62 Zero Waste Arlington (was Recycling)	3,000
62 Human Rights Commission	7,500
62 LGBTQIA+ Rainbow Commission	4,000
62 Tourism & Econ. Development	4,275
62 Envision Arlington (was Vision 2020)	3,000
62 Transportation Advisory	2,000
62 Scenic Byway	2,000
62 Arlington Commission on Arts & Culture	30,000
62 Open Space Committee	300
63 Town Day	5,000
63 Flags on graves of veterans	4,500
63 Veteran's, Mem., Patriot's Day	5,667
64 Indemnification, medical costs	10,759
64 Legal defense fund	0
65 Water bodies (Cons Comm)	50,000
66 Park Ave Traffic Study	0
68 "Harry Barber" Community Service program	7,500
70 Town Clerk Study	10,000
71 Retiree health insurance (OPEB)	935,633
76 Long term stabilization fund	100,000
TOTAL OTHER ARTICLES	8,748,309

TOTAL WARRANT ARTICLES

	180,660,001
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ENTERPRISE FUNDS

A. WATER & SEWER

Expenses	5,983,294
Capital	1,611,595
Assessment	15,227,173
Indirect charges	766,866
Total expenses	23,588,928
Total revenues	23,588,928
Net surplus (deficit)	0

B. RECREATION

Expenses	1,671,892
Capital	49,000
Total expenses	1,720,892
Total revenues	1,720,892
Net surplus (deficit)	0

C. ED BURNS ARENA

Expenses	536,748
Capital	56,256
Total expenses	593,004
Total revenues	593,004
Net surplus (deficit)	0

D. COUNCIL ON AGING TRANSPORTATION

Expenses	140,300
Total revenues	90,300
From general fund	50,000
Net surplus (deficit)	0

E. ARLINGTON YOUTH COUNCILING SVCS

Expenses	904,135
Total revenues	784,135
From general fund	120,000
Net surplus (deficit)	0

ENTERPRISE FUND SUMMARY

Budget	9,236,369
Capital	1,716,851
Assessment	15,227,173
Indirect charges	766,866
Total expenses	26,947,259
Total revenues	26,777,259
Total from general fund	170,000
Net surplus (deficit)	0

SUMMARY

SUMMARY OF 2022 REVENUES

Property Tax Levy (n/l Symmes)	142,742,625
Local Aid Receipts n/l MSBA	23,532,421
School Construction Aid (MSBA)	0
Local Receipts	8,873,350
Overlay reserve surplus (Art 74)	400,000
Fiscal stability fund (Article 75)	6,248,581
Health Claims Trust Fund	300,000
Use of free cash (Article 77)	5,659,184
TOTAL OF 2022 REVENUES	187,756,161

SUMMARY OF 2022 EXPENDITURES

Town Budgets (Article 55)	73,733,060
Education (17-3-0)	80,104,634
Capital Budget	18,073,998
Warrant articles	1,952,853
Minuteman Regional School	6,795,456
Youth Services subsidy	120,000
C of A Trans subsidy	75,100
MWRA debt (debt shift)	1,845,727
MBTA assessment	3,094,335
Educ. & Library offset receipts	75,100
Charter/choice tuitions	445,166
Other state assessments	98,382
Reserve for court judgements	100,000
Symmes urban renewal	667,450
Snow & ice deficit	0
Overlay reserve (holdback)	600,000
Fiscal stability fund (Article 75)	0
TOTAL OF 2022 EXPENDITURE!	187,756,161

2022 REVENUES LESS EXPENDITURES

	0
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APPENDIX D **Long Range Projection FY2022-FY2026**

	FY 2021	FY 2022	Dollar Change	Percent Change	FY 2023	Dollar Change	FY 2024	Dollar Change	FY 2025	Dollar Change	FY 2026	Dollar Change
I REVENUE												
A. State Aid	23,136,038	23,532,421	396,383	1.71%	23,763,212	230,791	23,996,311	233,099	24,231,741	235,430	24,469,526	237,785
School Construction Aid	476,523	0	(476,523)	-100.00%	0	0	0	0	0	0	0	0
B. Local Receipts	7,906,301	8,873,350	967,049	12.23%	9,225,900	352,550	9,578,450	352,550	9,703,450	125,000	9,803,450	100,000
C. Free Cash	5,901,388	5,659,184	(242,204)	-4.10%	4,366,659	(1,292,525)	4,366,659	0	4,366,659	0	4,366,659	0
D. Overlay Reserve Surplus	400,000	400,000	0	0.00%	400,000	0	400,000	0	200,000	(200,000)	200,000	0
E. Property Tax	138,199,500	142,742,625	4,543,125	3.29%	144,662,199	1,919,574	148,472,153	3,809,954	152,319,918	3,847,765	156,237,824	3,917,906
F. Override Stabilization Fund	2,024,197	6,248,581	4,224,384	208.69%	10,406,189	4,157,608	7,614,082	(2,792,107)	0	(7,614,082)	0	0
TOTAL REVENUES	178,043,947	187,456,161	9,412,214	5.29%	192,824,159	5,367,998	194,427,655	1,603,496	190,821,768	(3,605,887)	195,077,459	4,255,691
II APPROPRIATIONS												
A. School Additions	140,000	1,030,000	890,000	635.71%	1,030,000	0						
General Education Costs	50,183,324	52,809,670	2,626,346	5.23%	55,724,058	2,914,388	59,095,559	3,371,501	61,942,120	2,846,561	64,722,090	2,779,970
Special Education Costs	24,546,695	26,264,964	1,718,269	7.00%	28,103,511	1,838,547	30,070,757	1,967,246	32,175,710	2,104,953	34,428,010	2,252,300
Growth Factor	700,512	0	(700,512)	-	343,100	343,100	751,900	408,800	591,300	(160,600)	766,500	175,200
Net School Budget	75,570,531	80,104,634	4,534,103	6.00%	85,200,669	5,096,035	89,918,216	5,747,547	94,709,130	4,790,914	99,916,600	5,207,470
<u>Minuteman Operating & Capital</u>	4,834,357	5,184,492	350,135	7.24%	5,365,949	181,457	5,553,757	187,808	5,748,138	194,381	5,949,323	201,185
<u>Minuteman Exempt Capital</u>	1,279,014	1,610,964	331,950	25.95%	1,610,964	0	1,610,964	0	1,610,964	0	1,610,964	0
Town Personnel Services	29,203,669	30,245,340	1,041,671	3.57%	31,228,314	982,974	32,243,234	1,014,920	1,014,920	0	1,047,905	0
Town Expenses	11,312,375	11,509,810	197,435	1.75%	11,883,879	374,069	12,270,105	386,226	386,226	0	398,778	0
Enterprise Fund/Other	2,642,197	2,916,046	273,849	10.36%	3,010,817	94,771	3,108,669	97,852	3,209,701	101,032	3,314,016	104,315
Net Town Budget	37,873,847	38,839,104	965,257	2.55%	40,101,376	1,262,272	41,404,670	1,303,294	42,750,321	1,345,651	44,139,707	1,389,386
MWRA Debt Shift	3,691,454	1,845,727	(1,845,727)	-50.00%	0	(1,845,727)	0	0	0	0	0	0
B. Capital budget												
Exempt Debt Service	6,942,104	8,689,591	1,747,487	25.17%	8,589,983	(99,608)	8,488,406	(101,577)	8,376,851	(111,555)	8,286,454	(90,397)
Non-Exempt Service	6,573,279	7,117,439	544,160	8.28%	7,304,897	187,458	7,158,508	(146,389)	6,824,795	(333,713)	7,269,379	444,584
Cash	4,329,512	3,959,297	(370,215)	-8.55%	2,953,369	(1,005,928)	3,566,859	613,490	4,439,241	872,382	4,401,723	(37,518)
Offsets/Capital Carry Forward	(1,591,567)	(1,692,329)	(100,762)	6.33%	(389,015)	1,303,314	(441,086)	(52,071)	(499,637)	(58,551)	(442,021)	57,616
Total Capital	16,253,328	18,073,998	1,820,670	11.20%	18,459,234	385,236	18,772,687	313,453	19,141,250	368,563	19,515,535	374,285
C. Pensions	11,921,239	12,635,573	714,334	5.99%	13,393,707	758,134	14,197,329	803,622	15,049,169	851,840	15,952,119	902,950
D. Insurance	18,858,788	20,212,725	1,353,937	7.18%	21,345,739	1,133,014	22,628,857	1,283,118	23,948,708	1,319,851	25,169,067	1,220,359
E. State Assessments	3,555,261	3,712,983	157,722	4.44%	3,803,930	90,947	3,897,151	93,221	3,992,702	95,551	4,090,642	97,940
F. Overlay Reserve	961,455	600,000	(361,455)	-37.59%	600,000	0	600,000	0	800,000	200,000	600,000	(200,000)
G. Reserve Fund	1,556,724	2,814,200	1,257,476	80.78%	1,738,280	(1,075,920)	1,783,252	44,972	1,824,449	41,197	1,867,910	43,461
H. Court Judgments/Symmes	671,950	767,450	95,500	14.21%	100,000	(667,450)	100,000	0	100,000	0	100,000	0
I. Warrant Articles	1,015,999	1,054,311	38,312	3.77%	1,104,311	50,000	1,054,311	(50,000)	1,004,311	(50,000)	954,311	(50,000)
J. Override Stabilization Fund	0	0	0	-	0	0	0	0	0	0	0	0
K. TOTAL APPROPRIATIONS	178,043,947	187,456,161	9,412,214	5.29%	192,824,159	5,367,998	201,521,194	9,727,035	210,679,142	9,157,948	219,866,178	9,187,036
L. BALANCE	0	0			0		(7,093,539)		(19,857,374)		(24,788,719)	
Free Cash	11,318,368	8,733,319			8,733,319		8,733,319		8,733,319		8,733,319	
Stabilization Fund	3,683,965	3,857,644			4,034,797		4,215,493		4,399,802		4,587,799	
Override Stabilization Fund***	24,268,852	18,020,271			7,614,082		0		0		0	
Municipal Bldg. Ins. Trust Fund	751,724	774,276			797,504		821,430		846,072		871,455	
TOTAL:	40,022,909	31,385,510			21,179,702		13,770,241		13,979,194		14,192,572	
% of General Fund Revenue	22%	17%			11%		7%		7%		7%	

The plan does not include any projected revenues or expenditures from the Community Preservation Act

Projected School Enrollment Growth FY 2020 - FY 2026

	FY 2021*	FY 2022*	FY 2023*	FY 2024*	FY 2025*	FY 2026*
Actual/Proj. Annual Growth	96	0	47	103	81	105
** Actual Growth - FY17 50% PPC of \$1,433 = \$7,166 X EG						
* Projected Growth - FY2022 through FY2026 Based on 50% of FY19 DESE Per Pupil Cost of \$14,601 = \$7,300 X Enrollment Growth						