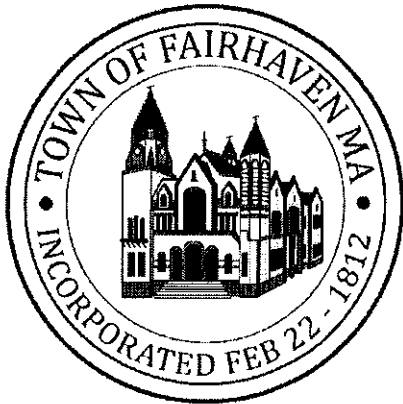


Town of Fairhaven



Fairhaven
Massachusetts

Town Administrator's

FY21-22

Recommended General Fund Budget

TABLE OF CONTENTS

<i>Town Administrator Transmittal Letter</i>	1-3
<i>Budget Summary</i>	4-9
<i>Revenue Projections</i>	10
<i>Moderator</i>	11-13
<i>Selectmen/Town Administrator</i>	14-26
<i>Human Resources</i>	27-31
<i>Town Accountant</i>	32-36
<i>Treasurer/Collector</i>	37-42
<i>Town Clerk/Elections</i>	43-51
<i>Assessors</i>	52-69
<i>Town Hall</i>	70-73
<i>Town Meeting/Finance Committee</i>	74-78
<i>Planning Board</i>	79-82
<i>Planning & Economic Development</i>	83-85
<i>Board of Appeals</i>	86-88
<i>Legal Services</i>	89-90
<i>Conservation</i>	91-105
<i>Buzzards Bay Commission</i>	106
<i>Police/Animal Control</i>	107-124
<i>Fire/Fire Alarm/Emergency Management</i>	125-149
<i>Building</i>	150-154
<i>Marine Resources</i>	155-161
<i>Weights & Measures</i>	162-164
<i>Street Lights</i>	165-166
<i>School</i>	167-169
<i>GNBVHS</i>	170-171
<i>Bristol Aggie</i>	172-173
<i>BPW Administration</i>	175-177
<i>Highway</i>	178-190
<i>Tree Department</i>	193-198
<i>Sanitation</i>	197-203
<i>Board of Health</i>	204-210
<i>Council on Aging</i>	211-215
<i>Veterans</i>	216-219
<i>Commission on Disability</i>	220-221
<i>Rape Crisis</i>	222
<i>Library</i>	223-224
<i>Recreation</i>	225-229
<i>Park</i>	230-233
<i>Tourism</i>	234-239
<i>Fine Arts</i>	240-241
<i>Historical Commission</i>	242-245
<i>Memorial Day</i>	246-247
<i>Cultural Council</i>	248-249
<i>Information Technology</i>	250-259
<i>Retirement</i>	260-261
<i>Group Insurance</i>	262-263
<i>Unemployment</i>	264-265
<i>Town Insurance</i>	266-267
<i>Medicare</i>	268-269
<i>Wind Turbine</i>	270
<i>OPEB</i>	271
<i>Wage & Salary Reserve</i>	272
<i>Debt Services</i>	273-274

TO: Board of Selectmen
FROM: Wendy L. Graves, Acting Town Administrator
DATE: February 9, 2021
RE: Town Administrator's FY21-22 General Fund Recommended Budget
CC: Finance Committee

Pursuant to Section 2(m) of the Town Administrator Act, I am presenting you with the Town Administrator's FY21-22 General Fund Recommend Budget for your consideration. First and foremost, in developing the budget, compliance with the Board of Selectmen Financial Policies should be demonstrated. What follows is a description of each financial bench mark and how this budget does, or does, not adhere to them.

Adherence to the Financial Management Guidelines:

- Maintain a Surplus Revenue (Free Cash) balance of at least 3-5% of the General Fund Operating Budget. *Free Cash as of July 1, 2020 was certified at \$3,222,371. After actual or proposed transfers, the balance in Free Cash is \$1,612,225 or 3.0 % of the FY22 Recommended Budget of \$53,740,833*
- Maintain a General Fund Stabilization Fund at minimum of 5% of the General Fund Operating Budget. *The balance in the Stabilization fund as of 12/31/20 was \$3,106,840 or 5.8 % of the FY22 Recommended Budget.*
- Should the Capital Stabilization Fund be used to fund capital projects, ensure that financial plans are in place to replenish the fund within 3 years to amount equal to a minimum of 2-3% of the General Fund Operating budget. *The balance in the Capital Stabilization fund as of 12/31/20 after recommended transfers is \$5,683,267 which is 10.6% of the FY22 Recommended Budget.*
- Maintain a balance in the Health Insurance Trust Fund equal to three months of average costs of Health and Dental Assessments including administrative fees or \$1.6 million dollars whichever is greater. The three-month average trust expenses equal \$1.76 million. *The adjusted Claims Trust balance as of 12/31/20 is \$1.66 million which is \$98,884 less than the benchmark.* This is a decrease over the prior year at this time when we were \$368,000 above the benchmark.
- With input from the Board of Assessors, fund the Overlay Reserve for tax abatements and exemptions based on an analysis of historical data and specific circumstances such as a property revaluation project. *The Board of Assessors has determined the amount of \$150,000 into the Overlay (Allowance for abatements and exemptions).*
- Continuing the on-going effort of addressing the Other Post-Employment Benefits (OPEB) unfunded liability by increasing the appropriation \$50,000 per year. *The FY22 Recommended budget only provides for \$200,000 into the OPEB Trust Fund.*
- The General Fund Operating Budget shall be "structurally balanced" defined as prudent and reasonable revenues projections that are equal or greater than operating budget appropriations. *FY22 Operating Revenues are projected to be \$53,740,833 and FY22 Operating Expenses are recommended at \$53,740,833.*

- The use of one time revenues and other financing sources including Surplus Revenue (Free Cash) should be limited to one-time, non-recurring expenses such as capital improvements, property acquisitions, and contributions to various reserves and/or single year appropriations. *The Recommended FY22 General Fund Operating Budget recommends \$285,000 use of free cash to balance the budget, which is 2/3rds of what was used to balance the budget last year due to our revenues being down due to Covid-19.*

To further demonstrate the financial health of the community, attached you will find the July 3, 2018 credit rating report from Standard & Poor's that speaks to the town's high level of reserves and strong financial management practices. We currently have a bond rating of AA+, one step below S&P's highest rating of AAA.

Budget Highlights

In terms of overall service and personnel levels, the recommended FY22 budget is a status quo budget maintaining existing levels of service with no new personnel or services being recommended. However, a few points of interest include:

Revenues:

Property Taxes are anticipated to increase by \$1,070,424 due to the allowed Prop 2 ½ increase of \$737,424 and a moderate estimate of new growth of \$333,000. These increases are being offset by a decrease in the levy of \$23,393 as we continue to pay down Prop. 2 ½ excluded debt.

State Aid is only expected to increase by 1.2% or \$108,493 over the prior year based on the Governor's proposed FY22 state budget. This is disappointing because we thought that under the new education funding formula used by the state for education aid (Chapter 70) we would receive more than the 1.7% increase that provided for in the Governor's budget.

Local Receipts are projected to increase by 3.4% or \$265,000 over FY21 Budget amounts mostly due to estimated sales for Adult Use Marijuana starting February 2021.

Expenses:

The recommended budget fully funds our collective bargaining agreements for FY22, a 2% COLA for non-union employees as well as step increases for eligible employees. The funding for the COLA currently is placed in a reserve account but will be distributed to department personnel line items prior to presentation at Town Meeting.

Fair Haven Public Schools is recommended to be funded at 21,984,843 or \$395,000 less than what was requested. Other education related costs include a 3.7% increase or \$237,055, but will be reduced by \$126,017 for a one time ESSER II grant in the Greater New Bedford Vocational Technical High School Assessment to \$2,080,413 and a 63% increase or an additional \$102,712 in what we pay in tuition costs to send Fairhaven Students to school choice and charter schools.

Group Insurance, or the employer's contribution to the Self-Funded Health Insurance Trust Fund is projected to increase by \$434,200 reflecting a rate increase of 10% which is less than what was

recommended by the town's health insurance consultant. However, given the strong position of the trust fund, this lower amount is warranted.

In conclusion, the Town Administrator's recommended budget complies with the Board of Selectmen's financial policies, is structurally balanced with conservative revenue projections and prudent expenditure recommendations, and provides the resources to continue implementing the strategic goals and objectives established by the Board. I would like to thank the Budget Team Town Accountant Anne Carreiro and Administrative Assistant to the Town Administrator Vicki Oliveira for their diligence and dedication in developing this budget. The hard work of the Department Directors and their staff in submitting their budget requests should also be acknowledged. We look forward to working the Board of Selectmen and Finance Committee as we prepare for the May 2021 Annual Town Meeting.

Sincerely,

Wendy L. Graves
Acting Town Administrator

Board of Selectmen Recommended
FY22 General and Operating Budget

Operating Expenses and Transfers	FY20 Actual	FY21 Budgeted	FY22 Requested	Adjustments	FY22 Town Administrator Recommendations	FY21 vs FY22
GENERAL GOVERNMENT						
MODERATOR						
Salaries & Wages	\$ 800	\$ 800	\$ 800	\$	800	0.00%
SELECTMEN/TOWN ADMINISTRATOR						
Salaries & Wages	\$ 299,469	\$ 339,585	\$ 297,834	\$	297,834	-14.02%
Operating Expenses	\$ 28,990	\$ 72,473	\$ 40,523	\$ (6,824)	\$ 33,699	-115.06%
S/T	\$ 328,459	\$ 412,058	\$ 338,357	\$ (6,824)	\$ 331,533	operating expenses
HUMAN RESOURCES						
Salary & Wages	\$ 116,935	\$ 122,829	\$ 138,787	\$ (65,000)	\$ 73,787	-66.46%
Operating Expenses	\$ 8,140	\$ 21,700	\$ 11,300	\$	\$ 11,300	-92.04%
S/T	\$ 125,075	\$ 144,529	\$ 150,087	\$ (65,000)	\$ 85,087	3/4 HR Director
ACCOUNTING						
Salary & Wages	\$ 136,492	\$ 140,880	\$ 141,851	\$	\$ 141,851	0.68%
Operating Expenses	\$ 42,444	\$ 49,938	\$ 50,701	\$ (488)	\$ 50,213	0.55%
S/T	\$ 178,936	\$ 190,818	\$ 192,552	\$ (488)	\$ 192,064	operating expenses
FINANCE DIRECTOR (TREASURER/COLLECTOR)						
Salaries & Wages	\$ 360,787	\$ 385,925	\$ 373,424	\$	\$ 373,424	-3.35%
Operating Expenses	\$ 119,305	\$ 134,238	\$ 141,310	\$ (15,131)	\$ 126,179	-6.39%
S/T	\$ 480,092	\$ 520,163	\$ 514,734	\$ (15,131)	\$ 499,603	operating expenses
TOWN CLERK/ELECTIONS						
Salaries & Wages	\$ 125,356	\$ 157,279	\$ 129,772	\$ (5,000)	\$ 124,772	-26.05%
Operating Expenses	\$ 27,003	\$ 40,033	\$ 32,220	\$ (3,545)	\$ 28,675	-39.61%
S/T	\$ 152,359	\$ 197,312	\$ 161,992	\$ (8,545)	\$ 153,447	part-time operating expenses
ASSESSORS						
Salaries & Wages	\$ 176,098	\$ 185,343	\$ 186,615	\$	\$ 186,615	0.68%
Operating Expenses	\$ 25,783	\$ 25,249	\$ 39,233	\$ 2,360	\$ 41,593	39.30%
S/T	\$ 201,881	\$ 210,592	\$ 225,848	\$ 2,360	\$ 228,208	op exp \$5,792 & \$2,700 permit add \$10,852 contracted serv
TOWN HALL						
Salaries & Wages	\$ 43,418	\$ 50,114	\$ 48,028	\$	\$ 48,028	-4.34%
Operating Expenses	\$ 92,663	\$ 60,440	\$ 60,515	\$ (1,000)	\$ 59,515	-1.55%
S/T	\$ 136,081	\$ 110,554	\$ 108,543	\$ (1,000)	\$ 107,543	operating expenses
TOWN MEETING/FINANCE COMMITTEE						
Salaries & Wages	\$ 200	\$ 1,088	\$ 1,088	\$ (688)	\$ 400	-172.00%
Operating Expenses	\$ 2,207	\$ 7,745	\$ 7,745	\$	\$ 7,745	0.00%
S/T	\$ 2,407	\$ 8,833	\$ 8,833	\$ (688)	\$ 8,145	wages

Board of Selectmen Recommended
FY22 General and Operating Budget

Operating Expenses and Transfers	FY20 Actual	FY21 Budgeted	FY22 Requested	Adjustments	FY22 Town Administrator Recommendations	FY21 vs FY22
PLANNING BOARD						
Salaries & Wages	\$ 2,884	\$ 3,206	\$ 3,200	\$ -	\$ 3,200	-0.19%
Operating Expenses	\$ 3,050	\$ 3,990	\$ 3,990	\$ -	\$ 3,990	0.00%
S/T	\$ 5,934	\$ 7,196	\$ 7,190	\$ -	\$ 7,190	
PLANNING AND ECONOMIC DEVELOPMENT						
Salaries & Wages	\$ 110,044	\$ 118,128	\$ 121,462	\$ -	\$ 121,462	2.74%
Operating Expenses	\$ 9,970	\$ 15,600	\$ 22,925	\$ (11,575)	\$ 11,350	-37.44%
	\$ 120,014	\$ 133,728	\$ 144,387	\$ (11,575)	\$ 132,812	op exps \$6,875 & \$4,700 permit software
ECONOMIC DEVELOPMENT COMMITTEE						
	\$ 970	\$ 8,000	\$ 8,000	\$ -	\$ 8,000	0.00%
BOARD OF APPEALS						
Salaries & Wages	\$ 1,217	\$ 5,291	\$ 2,153	\$ -	\$ 2,153	-145.75%
Operating Expenses	\$ 2,540	\$ 3,900	\$ 3,900	\$ (372)	\$ 3,528	-10.54%
S/T	\$ 3,757	\$ 9,191	\$ 6,053	\$ (372)	\$ 5,681	operating expenses
LEGAL EXPENSE						
	\$ 168,905	\$ 170,000	\$ 170,000	\$ -	\$ 170,000	0.00%
CONSERVATION COMM/SUSTAINABILITY						
Salaries & Wages	\$ 75,596	\$ 79,166	\$ 117,191	\$ (37,896)	\$ 79,295	0.16%
Operating Expenses	\$ 6,485	\$ 10,865	\$ 23,059	\$ (12,735)	\$ 10,324	-5.24%
S/T	\$ 82,081	\$ 90,031	\$ 140,250	\$ (50,631)	\$ 89,619	new Admin Asst \$37,896 op expt \$2,305 & \$10,430 permit software
BUZZARD'S BAY ACTION COMM.						
	\$ 1,520	\$ 1,520	\$ 1,520	\$ -	\$ 1,520	0.00%
TOTAL GENERAL GOVERNMENT	\$ 1,989,271	\$ 2,215,325	\$ 2,179,146	\$ (157,894)	\$ 2,021,252	
PUBLIC SAFETY						
POLICE DEPARTMENT/ANIMAL CONTROL						
Salaries & Wages	\$ 3,585,212	\$ 3,749,317	\$ 4,156,250	\$ (131,619)	\$ 4,024,631	6.84%
Operating Expenses	\$ 378,264	\$ 381,599	\$ 401,865	\$ (41,170)	\$ 360,695	-5.80%
S/T	\$ 3,963,476	\$ 4,130,916	\$ 4,558,115	\$ (172,789)	\$ 4,385,326	\$407K increase new disp \$45,442, LSW \$563,834 & 1/2 custodian operating expenses \$41,170
FIRE DEPARTMENT/EMERGENCY MANAGEMENT						
Salaries & Wages	\$ 2,569,144	\$ 2,694,740	\$ 2,877,964	\$ (22,532)	\$ 2,855,432	5.63%
Operating Expenses	\$ 306,344	\$ 301,313	\$ 352,315	\$ (36,532)	\$ 315,783	4.58%
S/T	\$ 2,875,488	\$ 2,996,053	\$ 3,230,279	\$ (59,064)	\$ 3,171,215	\$183K increase new 1/2 custodian \$22,532 operating expenses
BUILDING DEPARTMENT						
Salaries & Wages	\$ 169,286	\$ 181,774	\$ 178,605	\$ -	\$ 178,605	-1.77%
Operating Expenses	\$ 5,278	\$ 8,100	\$ 23,600	\$ (17,300)	\$ 6,300	-28.57%
S/T	\$ 174,564	\$ 189,874	\$ 202,205	\$ (17,300)	\$ 184,905	operating expenses

Board of Selectmen Recommended
FY22 General and Operating Budget

Operating Expenses and Transfers	FY20 Actual	FY21 Budgeted	FY22 Requested	Adjustments	FY22 Town Administrator Recommendations	FY21 vs FY22
MARINE RESOURCES						
Salaries & Wages	\$ 120,638	\$ 163,319	\$ 162,628	\$ -	\$ 162,628	-0.42%
Operating Expenses	\$ 33,824	\$ 32,440	\$ 40,480	\$ (9,049)	\$ 31,431	-3.21%
S/T	\$ 154,462	\$ 195,759	\$ 203,108	\$ (9,049)	\$ 194,059	op exp \$4,049 & \$5,000 permit software
WEIGHTS AND MEASURES						
Salaries & Wages	\$ 7,140	\$ 7,140	\$ 7,140	\$ -	\$ 7,140	0.00%
Operating Expenses	\$ -	\$ 1,498	\$ 300	\$ -	\$ 300	-399.33%
S/T	\$ 7,140	\$ 8,638	\$ 7,440	\$ -	\$ 7,440	
STREET LIGHTING						
	\$ 64,056	\$ 40,000	\$ 50,000	\$ -	\$ 50,000	20.00%
TOTAL PUBLIC SAFETY	\$ 7,239,186	\$ 7,561,240	\$ 8,251,147	\$ (258,202)	\$ 7,992,945	
EDUCATION						
FAIRHAVEN PUBLIC SCHOOLS	\$ 21,088,523	\$ 21,546,426	\$ 22,379,843	\$ (395,000)	\$ 21,984,843	1.99% \$833K increase
GNBRVT HIGH SCHOOL	\$ 1,852,763	\$ 1,969,375	\$ 2,206,430	\$ (126,017)	\$ 2,080,413	5.34% one time ESSER II grant \$126,017
BRISTOL COUNTY AGGIE HS	\$ 41,706	\$ 53,174	\$ 56,000	\$ -	\$ 56,000	5.05%
TOTAL EDUCATION	\$ 22,982,992	\$ 23,568,975	\$ 24,642,273	\$ (521,017)	\$ 24,121,256	
PUBLIC WORKS ADMINISTRATION						
Salaries & Wages	\$ 189,777	\$ 199,212	\$ 201,119	\$ -	\$ 201,119	0.95%
Operating Expenses	\$ 5,463	\$ 5,575	\$ 11,175	\$ (1,198)	\$ 9,977	44.12% operating expenses
S/T	\$ 195,240	\$ 204,787	\$ 212,294	\$ (1,198)	\$ 211,096	
HIGHWAY DIVISION						
Salaries & Wages	\$ 1,025,105	\$ 1,169,129	\$ 1,212,918	\$ -	\$ 1,212,918	3.61%
Operating Expenses	\$ 445,945	\$ 645,817	\$ 649,522	\$ (66,600)	\$ 582,922	-10.79% operating expenses
Snow and Ice Removal	\$ 33,306	\$ 60,000	\$ 60,000	\$ -	\$ 60,000	0.00%
S/T	\$ 1,504,356	\$ 1,874,946	\$ 1,922,440	\$ (66,600)	\$ 1,855,840	
TREE DEPARTMENT						
Salaries & Wages	\$ 24,769	\$ 42,023	\$ 42,023	\$ -	\$ 42,023	0.00%
Operating Expenses	\$ 6,749	\$ 16,569	\$ 16,569	\$ (2,000)	\$ 14,569	-13.73% operating expenses
S/T	\$ 31,518	\$ 58,592	\$ 58,592	\$ (2,000)	\$ 56,592	
SANITATION (Recycling & Waste Disposal)						
Operating Expenses	\$ 1,337,124	\$ 1,455,860	\$ 1,516,469	\$ -	\$ 1,516,469	4.00%
S/T	\$ 1,337,124	\$ 1,455,860	\$ 1,516,469	\$ -	\$ 1,516,469	

Board of Selectmen Recommended
FY22 General and Operating Budget

Operating Expenses and Transfers	FY20 Actual	FY21 Budgeted	FY22 Requested	Adjustments	FY22 Town Administrator Recommendations	FY21 vs FY22
TOTAL PUBLIC WORKS	\$ 3,068,238	\$ 3,594,185	\$ 3,709,795	\$ (69,798)	\$ 3,639,997	
HEALTH AND HUMAN SERVICES						
BOARD OF HEALTH						
Salaries & Wages	\$ 144,985	\$ 161,211	\$ 149,660	\$ -	\$ 149,660	-7.72%
Operating Expenses	\$ 19,601	\$ 30,255	\$ 31,135	\$ 10,767	\$ 41,902	27.80%
S/T	\$ 164,586	\$ 191,466	\$ 180,795	\$ 10,767	\$ 191,562	Add Community Nurses \$15,000 reduce \$4,233 oper expenses
COUNCIL ON AGING						
Salaries & Wages	\$ 166,484	\$ 166,344	\$ 178,347	\$ (6,762)	\$ 171,585	3.05% reduce benefits \$6,762
Operating Expenses	\$ 30,091	\$ 31,187	\$ 35,869	\$ (3,591)	\$ 32,278	3.38% operating expenses
S/T	\$ 196,575	\$ 197,531	\$ 214,216	\$ (10,353)	\$ 203,863	
VETERANS SERVICES						
Salaries & Wages	\$ 77,420	\$ 82,626	\$ 81,026	\$ -	\$ 81,026	-1.97%
Operating Expenses	\$ 606,495	\$ 646,800	\$ 741,800	\$ (60,000)	\$ 681,800	5.13% reduce medical serv \$30,000 & reduce benefits \$30,000
S/T	\$ 683,915	\$ 729,426	\$ 822,826	\$ (60,000)	\$ 762,826	
COMMISSION ON DISABILITY						
RAPE CRISIS PROJECT	\$ 50	\$ 1,300	\$ 1,300	\$ (300)	\$ 1,000	-30.00%
TOTAL HEALTH & HUMAN SERVICES	\$ 1,047,126	\$ 1,121,723	\$ 1,221,137	\$ (59,886)	\$ 1,161,251	0.00%
CULTURE AND RECREATION						
MILLICENT LIBRARY						
RECREATION	\$ 684,037	\$ 718,696	\$ 730,000	\$ -	\$ 730,000	1.55%
Salaries & Wages	\$ 176,403	\$ 191,584	\$ 194,955	\$ -	\$ 194,955	1.73%
Operating Expenses	\$ 54,262	\$ 107,230	\$ 137,250	\$ (52,550)	\$ 84,700	-26.60% reduce \$2,550 oper expenses reduce Program \$50,000
S/T	\$ 230,665	\$ 298,814	\$ 332,205	\$ (52,550)	\$ 279,655	
PARK DIVISION						
Salaries & Wages	\$ 100,558	\$ 118,601	\$ 120,327	\$ -	\$ 120,327	1.43%
Operating Expenses	\$ 39,305	\$ 47,129	\$ 40,129	\$ (3,951)	\$ 36,178	-30.27% operating expenses
S/T	\$ 139,863	\$ 165,730	\$ 160,456	\$ (3,951)	\$ 156,505	
TOURISM						
Salaries & Wages	\$ 70,642	\$ 72,220	\$ 74,074	\$ -	\$ 74,074	2.50%
Operating Expenses	\$ 15,228	\$ 23,925	\$ 23,925	\$ (2,393)	\$ 21,532	-11.11% operating expenses
S/T	\$ 85,870	\$ 96,145	\$ 97,999	\$ (2,393)	\$ 95,606	
FINE ARTS						
	\$ 112	\$ 1,200	\$ 1,200	\$ (1,000)	\$ 200	-500.00%

Board of Selectmen Recommended
FY22 General Fund Operating Budget

Operating Expenses and Transfers	FY20 Actual	FY21 Budgeted	FY22 Requested	Adjustments	FY22 Town Administrator Recommendations	FY21 vs FY22
HISTORICAL COMMISSION	\$ 13,229	\$ 16,750	\$ 18,000	\$ (1,250)	\$ 16,750	0.00%
MEMORIAL/VETERANS DAY	\$ 1,773	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	0.00%
CULTURAL COUNCIL	\$ 2,750	\$ 2,750	\$ 2,750	\$ -	\$ 2,750	0.00%
TOTAL CULTURE AND RECREATION	\$ 1,158,299	\$ 1,302,585	\$ 1,345,110	\$ (61,144)	\$ 1,283,966	
CONSOLIDATED INFORMATION TECHNOLOGY	\$ 456,298	\$ 501,334	\$ 536,106	\$ -	\$ 536,106	6.49%
NON-DEPARTMENTAL						
CONTRIBUTORY RETIREMENT	\$ 3,227,999	\$ 3,388,344	\$ 3,691,389	\$ -	\$ 3,691,389	8.21% \$303K increase
GROUP INSURANCE	\$ 4,198,268	\$ 4,342,000	\$ 4,776,200	\$ -	\$ 4,776,200	9.09% \$434K increase
MA EMPLOYMENT SECURITY	\$ 45,592	\$ 225,000	\$ 115,000	\$ -	\$ 115,000	-95.65%
TOWN INSURANCE	\$ 887,406	\$ 900,000	\$ 900,000	\$ (100,000)	\$ 800,000	-12.50% W/C claims down
MEDICARE ASSESSMENT (EMPLOYER SHARE)	\$ 381,140	\$ 420,000	\$ 430,000	\$ -	\$ 430,000	2.33%
WINDTURBINE ELECTRIC EXPENSE	\$ 750,000	\$ 775,000	\$ 775,000	\$ -	\$ 775,000	0.00%
TOTAL NON-DEPARTMENTAL	\$ 9,490,405	\$ 10,050,344	\$ 10,687,589	\$ (100,000)	\$ 10,587,589	
DEBT SERVICE						
Principal	\$ 803,711	\$ 798,848	\$ 787,000	\$ -	\$ 787,000	-1.51%
Interest	\$ 293,938	\$ 273,757	\$ 252,320	\$ -	\$ 252,320	-8.50%
Principal Authorized but not issued	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest Authorized but not issued	\$ 25,352	\$ 10,000	\$ 20,000	\$ -	\$ 20,000	50.00%
Interest on Temp Loans	\$ 3,352	\$ -	\$ 4,000	\$ -	\$ 4,000	100.00%
TOTAL DEBT SERVICE	\$ 1,126,353	\$ 1,082,605	\$ 1,063,320	\$ -	\$ 1,063,320	
ASSESSMENTS (Cherry sheet charges)						
County Tax	\$ 233,108	\$ 238,936	\$ 248,980	\$ -	\$ 248,980	4.03%
Mosquito Control District	\$ 46,288	\$ 48,836	\$ 50,607	\$ -	\$ 50,607	3.50%
Air Pollution District	\$ 4,854	\$ 4,923	\$ 5,049	\$ -	\$ 5,049	2.50%
RMV Non-Renewal Surcharge	\$ 16,660	\$ 15,460	\$ 15,460	\$ -	\$ 15,460	0.00%
Regional Transit	\$ 35,471	\$ 36,358	\$ 37,267	\$ -	\$ 37,267	2.44%
Special Education Charges	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
School Choice Sending Tuition	\$ 207,756	\$ 181,288	\$ 262,710	\$ -	\$ 262,710	30.99%
Charter School Sending Tuition	\$ 73,233	\$ 79,638	\$ 88,078	\$ -	\$ 88,078	9.58%
TOTAL ASSESSMENTS	\$ 617,370	\$ 605,439	\$ 708,151	\$ -	\$ 708,151	
TOTAL GENERAL FUND OPERATING BUDGET	\$ 49,175,538	\$ 51,603,755	\$ 54,343,774	\$ (1,227,941)	\$ 53,115,833	
APPROPRIATIONS TO RESERVES						
OVERLAY RESERVE (ABATEMENTS & REFUNDS)	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	\$ 300,000	0.00%
RESERVE FUND	\$ 100,000	\$ 75,000	\$ 100,000	\$ (25,000)	\$ 75,000	0.00%

Board of Selectmen Recommended
FY22 General Fund Operating Budget

Operating Expenses and Transfers	FY20 Actual	FY21 Budgeted	FY22 Requested	Adjustments	FY22 Town Administrator Recommendations	FY21 vs FY22
O(ther) P(ost) E(mployment) B(enefits) RESERVE	\$ 250,000	\$ 300,000	\$ 300,000	\$ (100,000)	\$ 200,000	-50.00%
WAGE AND SALARY RESERVE (Union Employees)	\$ 147,772	\$ -	\$ -	\$ -	\$ -	0.00%
COLA FOR NON-UNION EMPLOYEES	\$ 100,000	\$ -	\$ 50,000	\$ -	\$ 50,000	100.00%
RESERVE FOR RECLASSIFICATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL APPROPRIATIONS TO RESERVES	\$ 897,772	\$ 675,000	\$ 750,000	\$ (125,000)	\$ 625,000	
Total General Fund and Reserves	\$ 50,073,310	\$ 52,278,755	\$ 55,093,774	\$ (1,352,941)	\$ 53,740,833	
<u>FINANCIAL ARTICLES</u>	\$ -	\$ 15,000	\$ -	\$ -	\$ -	
GRAND GENERAL FUND TOTALS	\$ 50,073,310	\$ 52,293,755	\$ 55,093,774	\$ (1,352,941)	\$ 53,740,833	
Revenue	\$ 52,333,501	\$ 52,605,261	\$ 53,740,833	\$ -	\$ 53,740,833	
Surplus Revenue/Free Cash	\$ -	\$ (311,506)	\$ 1,352,941	\$ (1,352,941)	\$ (0)	
SURPLUS (DEFICIT)	\$0	\$0	\$0	\$0	\$0	

**Board of Selectmen Recommended FY22
General Fund Operating Budget**

REVENUES & Other Financing Sources	FY20 Actual	FY21 Budgeted	FY22 Available for Appropriation	Revenue changes
PROPERTY TAXES				
Prior Year Levy	\$27,566,372	\$28,484,856	\$29,496,977	
Add 2 1/2%	\$689,159	\$712,121	\$737,424	
Add New Growth	\$229,325	\$300,000	\$333,000	133,000
TOTAL LEVY (not including Debt Excl Levy)	\$28,484,856	\$29,496,977	\$30,567,401	
Prop. 2 1/2 Debt Exclusion	\$1,138,502	\$946,163	\$922,770	
TOTAL LEVY	\$29,623,358	\$30,443,140	\$31,490,171	
STATE AID				
Chapter 70 & Charter Tuition Reimbursement	\$8,208,326	\$8,294,230	\$8,400,000	
General Government Aid	\$2,408,410	\$2,394,527	\$2,400,000	
Veterans Benefits	\$467,403	\$491,133	\$500,000	
Exemptions, VBS and Elderly	\$97,072	\$96,320	\$90,000	
State Owned Land	\$152,276	\$165,297	\$160,000	
TOTAL STATE AID (not including SBA)	\$11,333,487	\$11,441,507	\$11,550,000	
LOCAL RECEIPTS				
Motor Vehicle Excise	\$2,042,202	\$1,800,000	\$1,900,000	
Other Excise	\$627,734	\$384,000	\$400,000	
Penalties and Interest on Taxes	\$280,238	\$380,000	\$290,000	
Payments In Lieu of Taxes	\$160,799	\$80,000	\$10,000	
Charges for Services-Solid Waste Fees	\$169,744	\$100,000	\$100,000	
Other Charges for Services	\$92,092	\$60,000	\$60,000	
Fees	\$234,064	\$228,000	\$231,000	
Medical Marijuana Host Fees	\$178,880	\$140,000	\$650,000	570,000
Rentals	\$27,500	\$30,000	\$27,000	
Dept Revenue-Schools	\$2,795,943	\$2,700,000	\$2,500,000	(200,000)
Dept Revenue-Recreation	\$233,579	\$50,000	\$50,000	
Other Dept. Revenue	\$999,007	\$900,000	\$900,000	
Licenses and Permits	\$427,930	\$391,000	\$391,000	
Fines and Forfeits	\$5,605	\$5,000	\$4,000	
Investment Income	\$279,241	\$80,000	\$80,000	
Medicaid Reimbursement	\$94,674	\$90,000	\$90,000	
Misc. Recurring	\$71,340	\$0	\$0	
Misc. Non-Recurring	\$88,728	\$0	\$0	
TOTAL LOCAL RECEIPTS	\$8,809,300	\$7,418,000	\$7,683,000	
REVENUE APPROPRIATED FOR SPECIFIC PURPOSES				
Waterway Funds	\$64,500	\$50,000	\$50,000	
Ambulance Funds	\$1,000,000	\$1,200,000	\$1,200,000	
Title 5 Receipts	\$20,000	\$4,000	\$0	
Wetland Protection Fund	\$40,000	\$6,000	\$7,500	
Council on Aging-Social Day Program	\$36,000	\$18,000	\$18,000	
Animal Control Gift Account	\$6,000	\$6,000	\$6,000	
Storm Water Subdivision Fees	\$10,000	\$10,000	\$10,000	
TOTAL REVENUE APPROPRIATED FOR SPECIFIC PU	\$1,176,500	\$1,294,000	\$1,291,500	
ENTERPRISE FUND INDIRECT COSTS CHARGES				
Water Enterprise Fund	\$460,931	\$474,759	\$503,591	
Sewer Enterprise Fund	\$631,725	\$650,677	\$693,571	
School Cable TV Enterprise Fund	\$29,100	\$29,973	\$47,000	
Town Cable TV Enterprise Fund	\$29,100	\$29,973	\$47,000	
TOTAL ENTERPRISE FUND INDIRECT COSTS CHARGES	\$1,150,856	\$1,185,382	\$1,291,162	
Overlay Surplus	\$149,000	\$0	\$150,000	150,000
Surplus Revenue (Free Cash)	\$91,000	\$428,273	\$285,000	285,000
				2/3 used last yr
TOTAL OPERATING REVENUES	\$52,333,501	\$52,210,302	\$53,740,833	938,000

Account N	Account Name	FY20 Exp.	F	Sud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Amend BOS
0358	MODERATOR								
001-114-00-5111-00-0358	REGULAR PAY	800.00		800.00	400.00	800.00	800.00		0.00
	SALARY & WAGES	800.00		800.00	400.00	800.00	800.00		0.00
	TOTAL - SALARY & WAGES	800.00		800.00	400.00	800.00	800.00		0.00
	MODERATOR	800.00		800.00	400.00	800.00	800.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 114 MODERATOR					
Account Number: 001-114-00-5100-00-0358					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1	Amount(s):		0.00	
Account Number: 001-114-00-5111-00-0358					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Moderator salary		07/01/2021		800.00	
	1	Amount(s):		800.00	
2 Account(s) for Department 114:					
		2020		800.00	-800.00
		2021		800.00	-400.00
		Level 1		800.00	

Department Name:		Moderator 001-114-00-5111-00-0358																
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation
Sylvia	Mark	Moderator	elected		NU				40.0	\$800								\$800
					NU				40.0	\$0								\$0
Totals										\$800			\$0	\$0	\$0	\$0	\$0	\$800

Notes: If a column does not apply to the employee leave blank

- (1) If the position is currently vacant, type "vacant" in this column
- (2) Years of Service as of July 1, 2021
- (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
- (4) As of July 1, 2021
- (5) For employees who are paid by the hour (not salary)
- (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
- (7) Annual Salary for employees who are paid salary (not by the hour)
- (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
- (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
- (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
- (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
- (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
- (13) As provided for in Police and Fire Contracts
- (14) As provided for in Police, Dispatchers and Fire Contracts
- (15) As provided for in the Police and Dispatchers Contracts
- (16) As provided for in the Police and Fire Contracts
- (17) As provided for in the Fire, Dispatchers and Police Contracts

Account Number	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 P	Amend BOS
0450	SELECTMEN/TOWN ADMINISTRATION							
001-122-00-5100-00-0450	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-122-00-5111-00-0450	REGULAR PAY	279,409.07	319,524.00	202,037.28	277,233.00	277,233.00		0.00
	SALARY & WAGES	279,409.07	319,524.00	202,037.28	277,233.00	277,233.00		0.00
	TOTAL - SALARY & WAGES	279,409.07	319,524.00	202,037.28	277,233.00	277,233.00		0.00
001-122-00-5200-00-0450	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-122-00-5303-00-0450	ADVERTISING	923.30	1,600.00	318.40	1,600.00	1,600.00		0.00
001-122-00-5342-00-0450	POSTAGE	561.50	2,000.00	466.38	2,000.00	2,000.00		0.00
001-122-00-5390-00-0450	CONTRACTED SERVICES	2,205.19	30,650.00	18,478.80	700.00	700.00		0.00
	PURCHASE OF SERVICES	3,689.99	34,250.00	19,263.58	4,300.00	4,300.00		0.00
001-122-00-5400-00-0450	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-122-00-5420-00-0450	OFFICE SUPPLIES	1,649.37	2,729.00	523.79	2,729.00	1,729.00		0.00
001-122-00-5422-00-0450	PREPRINTED FORMS	328.89	310.00	32.45	310.00	310.00		0.00
001-122-00-5423-00-0450	COPY MACH.DUPLIC.COSTS	0.00	1,224.00	299.30	1,224.00	400.00		0.00
	SUPPLIES	1,978.26	4,263.00	855.54	4,263.00	2,439.00		0.00
001-122-00-5700-00-0450	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00		0.00
001-122-00-5713-00-0450	SEMINARS/PROF GATHERINGS	3,050.53	5,000.00	199.00	5,000.00	4,000.00		0.00
001-122-00-5731-00-0450	DUES	4,904.00	9,460.00	3,348.15	9,460.00	7,960.00		0.00
001-122-00-5732-00-0450	PUBLIC RELATIONS	1,007.80	800.00	669.85	800.00	800.00		0.00
	OTHER CHARGES	8,962.33	15,260.00	4,217.00	15,260.00	12,760.00		0.00
001-122-00-5800-00-0450	MINOR EQUIPMENT	0.00	0.00	0.00	0.00	0.00		0.00
001-122-00-5870-00-0450	REPLACEMENT EQUIPMENT	0.00	4,500.00	0.00	2,500.00	0.00		0.00
	MINOR EQUIPMENT	0.00	4,500.00	0.00	2,500.00	0.00		0.00
	TOTAL - OPERATING EXPENSES	14,630.58	58,273.00	24,336.12	26,323.00	19,499.00		0.00
	SELECTMEN/TOWN ADMINISTRATION	294,039.65	377,797.00	226,373.40	303,556.00	296,732.00		0.00

Account Number	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 P	Amend BOS
0451	SELECTMEN SALARIES							
001-122-01-5100-00-0451	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-122-01-5111-00-0451	REGULAR PAY	20,059.92	20,061.00	10,029.96	20,601.00	20,601.00		0.00
	SALARY & WAGES	20,059.92	20,061.00	10,029.96	20,601.00	20,601.00		0.00
	TOTAL - SALARY & WAGES	20,059.92	20,061.00	10,029.96	20,601.00	20,601.00		0.00
	SELECTMEN SALARIES	20,059.92	20,061.00	10,029.96	20,601.00	20,601.00		0.00

Account N°	3r	Account Name	FY20 Exp.	F	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Amend BOS
1287		SISTER CITY SUPPORT								
001-122-11-5201-18-1287		SISTER CITY SUPPORT	0.00	1,000.00	0.00	1,000.00	1,000.00	1,000.00		0.00
		PURCHASE OF SERVICES	0.00	1,000.00	0.00	1,000.00	1,000.00	1,000.00		0.00
		TOTAL - OPERATING EXPENSES	0.00	1,000.00	0.00	1,000.00	1,000.00	1,000.00		0.00
		SISTER CITY SUPPORT	0.00	1,000.00	0.00	1,000.00	1,000.00	1,000.00		0.00

Account No	Account Name	FY20 Exp.	Fud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re	mend BOS
1318	Rogers-Oxford Maint FY19 Art 25							
001-122-12-5201-18-1318	Rogers-Oxford Maint	210.85	15,979.15	0.00	8,000.00	8,000.00		0.00
	PURCHASE OF SERVICES	210.85	15,979.15	0.00	8,000.00	8,000.00		0.00
	TOTAL - OPERATING EXPENSES	210.85	15,979.15	0.00	8,000.00	8,000.00		0.00
	Rogers-Oxford Maint FY19 Art 25	210.85	15,979.15	0.00	8,000.00	8,000.00		0.00

Account Number	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0541	TOWN REPORT						
001-195-00-5200-00-0541	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-195-00-5201-00-0541	GENERAL EXPENSE UNCLASS.	3,200.00	3,200.00	0.00	3,200.00	3,200.00	0.00
	PURCHASE OF SERVICES	3,200.00	3,200.00	0.00	3,200.00	3,200.00	0.00
	TOTAL - OPERATING EXPENSES	3,200.00	3,200.00	0.00	3,200.00	3,200.00	0.00
	TOWN REPORT	3,200.00	3,200.00	0.00	3,200.00	3,200.00	0.00

Account Number	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0186	ENGINEERING						
001-405-00-5310-00-0186	ENGINEERING	400.00	2,000.00	0.00	2,000.00	2,000.00	0.00
	PURCHASE OF SERVICES	400.00	2,000.00	0.00	2,000.00	2,000.00	0.00
	TOTAL - OPERATING EXPENSES	400.00	2,000.00	0.00	2,000.00	2,000.00	0.00
	ENGINEERING	400.00	2,000.00	0.00	2,000.00	2,000.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 122 SELECTMEN					
Account Number: 001-122-00-5100-00-0450					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-122-00-5111-00-0450					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Regular pay		07/01/2021		277,233.00	
	1 Amount(s):			277,233.00	
Account Number: 001-122-00-5200-00-0450					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-122-00-5303-00-0450					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
To Advertise Legal Ads(Liquor Lic./Dealer/Repair Lictax class.Hearings ect.		07/01/2021		1,600.00	
	1 Amount(s):			1,600.00	
Account Number: 001-122-00-5342-00-0450					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Sufficient amount for postage at this time		07/01/2021		2,000.00	
	1 Amount(s):			2,000.00	
Account Number: 001-122-00-5390-00-0450					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
To pay for Maint. Contract for Old COA Bldg. Termite Control and to pay for Selectmens Office Time punch stamp machine.		07/01/2021		700.00	
	1 Amount(s):			700.00	
Account Number: 001-122-00-5400-00-0450					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-122-00-5420-00-0450					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Amount for supplies should be sufficient for Selectmens s Office Supplies		07/01/2021		2,729.00	
	1 Amount(s):			2,729.00	
Account Number: 001-122-00-5422-00-0450					
Name: PREPRINTED FORMS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
For pre-printed forms business cards stationary signature stamps etc.		07/01/2021		310.00	
	1 Amount(s):			310.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 122 SELECTMEN					
Account Number:	001-122-00-5423-00-0450		2020	1,224.00	0.00
Name:	COPY MACH.DUPLIC.COSTS		2021	1,224.00	-299.30
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Amount sufficient for the maint. Of Selectmens Office Copy Machine & supplies(Several Dept. use Selectmens Office copy machine)	07/01/2021		1,224.00	
	1 Amount(s):			1,224.00	
Account Number:	001-122-00-5700-00-0450				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-122-00-5713-00-0450		2020	5,000.00	-3,050.53
Name:	SEMINARS/PROF GATHERINGS		2021	5,000.00	-199.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Cost for attending seminars ICMA/MMA/MMMA Misc. others	07/01/2021		5,000.00	
	1 Amount(s):			5,000.00	
Account Number:	001-122-00-5731-00-0450		2020	8,560.00	-4,904.00
Name:	DUES		2021	9,460.00	-3,348.15
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	ICMA/\$1660./MMA\$425./MAPPO\$50./MMA\$5500./MMPA\$250./MAP C\$25./NBCofC\$50./Subscriptions\$1500.	07/01/2021		9,460.00	
	1 Amount(s):			9,460.00	
Account Number:	001-122-00-5732-00-0450		2020	800.00	-1,007.80
Name:	PUBLIC RELATIONS		2021	800.00	-669.85
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Event expense/gift for visitors-Sister City events etc. amount should be sufficient	07/01/2021		800.00	
	1 Amount(s):			800.00	
Account Number:	001-122-00-5800-00-0450				
Name:	MINOR EQUIPMENT				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-122-00-5870-00-0450		2020	2,900.00	0.00
Name:	REPLACEMENT EQUIPMENT		2021	4,500.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Keep amount for pending Telephone Maint. System	07/01/2021		2,500.00	
	1 Amount(s):			2,500.00	
Account Number:	001-122-01-5100-00-0451				
Name:	PERSONAL SERVICES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-122-01-5111-00-0451		2020	20,060.00	-20,059.92
Name:	REGULAR PAY		2021	20,061.00	-10,029.96
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Board of Selectmen (3) pay	07/01/2021		20,601.00	
	1 Amount(s):			20,601.00	
Account Number:	001-122-04-5201-00-1243		2020	250,000.00	-250,000.00
Name:	OPEB		2021	300,000.00	-300,000.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		300,000.00	
	1 Amount(s):			300,000.00	

Separate

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 122 SELECTMEN					
Account Number: 001-122-07-5201-00-1309					
Name: Buzzards Bay Commission					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-122-11-5201-18-1287					
Name: SISTER CITY SUPPORT					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Keep amount for expenses for the Sister City Support		07/01/2021		1,000.00	0.00
	1 Amount(s):			1,000.00	
Account Number: 001-122-12-5201-18-1318					
Name: Rogers-Oxford Maint					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Amount should be allocated for the cost/expenses for Rogers/Oxford Schs.		07/01/2021		8,000.00	-20.85
	1 Amount(s):			8,000.00	0.00
Account Number: 001-122-21-5201-17-1227					
Name: WIND TURBINE ELECTRIC					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
At this time appropriation is sufficient for the cost of the Wind Turbines		07/01/2021		775,000.00	-709,656.66
	1 Amount(s):			775,000.00	-256,382.36
Account Number: 001-122-23-5201-00-1262					
Name: RAPE CRISIS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Keep amount to the Womens Center support from the Town(same each year)		07/01/2021		2,000.00	-2,000.00
	1 Amount(s):			2,000.00	0.00
Account Number: 001-122-24-5201-00-1263					
Name: BUZZARDS BAY COMMISSION					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Support to the Buzzards Bay Commission		07/01/2021		1,520.00	-1,520.00
	1 Amount(s):			1,520.00	0.00
25 Account(s) for Department 122:					
		2020		1,374,510.00	-1,277,137.63
		2021		1,493,357.15	-792,785.72
		Level 1		1,411,677.00	

Separate

Separate

Separate

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 195 TOWN REPORT					
Account Number: 001-195-00-5200-00-0541					
Name: PURCHASE OF SERVICES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
Account Number: 001-195-00-5201-00-0541					
Name: GENERAL EXPENSE UNCLASS.					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Amount should be sufficient for Annual Report For FY 22			07/01/2021	3,200.00	
		1 Amount(s):		3,200.00	
2 Account(s) for Department 195:					
			2020	3,200.00	-3,200.00
			2021	3,200.00	0.00
			Level 1	3,200.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended	
Department:		405	ENGINEERING			
Account Number:		001-405-00-5310-00-0186		2020	2,000.00	-400.00
Name:		ENGINEERING		2021	2,000.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>		
		07/01/2021		2,000.00		
		1 Amount(s):		2,000.00		
1 Account(s) for Department 405:		2020		2,000.00	-400.00	
		2021		2,000.00	0.00	
		Level 1		2,000.00		

Department Name:		Selectmen/TA 001-122-00-5111-00-0450																	
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation	
	Reserved for New Administrator																		
Oliveira	Vicki	Asst. to the Town Administ	7/12/2010	10	NU	14	6	\$32.12	40.0	\$0	\$155,000	7/1/2021	\$550	\$550	\$400	\$514		\$155,000	
Pina	Lori	Principal Clerk	12/8/1986	34	C	B	6	\$23.39	35.0	\$22,104	\$788	12/8/2021	\$788	\$1,700		\$11,944		\$68,531	
	Reserved for new Principal Clerk				C	B	1	\$19.62	35.0	\$17,168								\$36,535	
	Totals									\$106,338	\$155,000		\$788	\$2,250	\$400	\$514	\$11,944	\$277,233	

Notes: If a column does not apply to the employee leave blank

- (1) If the position is currently vacant, type "vacant" in this column
- (2) Years of Service as of July 1, 2021
- (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
- (4) As of July 1, 2021
- (5) For employees who are paid by the hour (not salary)
- (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
- (7) Annual Salary for employees who are paid salary (not by the hour)
- (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
- (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
- (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
- (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
- (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
- (13) As provided for in Police and Fire Contracts
- (14) As provided for in Police, Dispatchers and Fire Contracts
- (15) As provided for in the Police and Dispatchers Contracts
- (16) As provided for in the Police and Fire Contracts
- (17) As provided for in the Fire, Dispatchers and Police Contracts

Stipends

Lori receives \$48.08 for early retirement bonus (partial year)= 1,202
 Lori will get a COLA increase on July 1 and step increase on December 8 per contract (23.39 per hour to 24.14 per hour for 6 weeks)

Lori is expected to Retire January 3, 2022
 Vacation time= 25 days
 25 X 7hr= 175 hours
 175 hours X 24.14per hour= 4,224.50

Sick Days =651 hours outstanding (93 days)
 540/2= 270
 270 X 24.14per hour= 6,517.80

4,224.50 + 6517.80= 10,742.30 + 1,202 = \$11,944.30

Department Name:		Board of Selectmen 001-122-01-5111-00-0451																	
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation	
Board of Selectmen			elected	NU					40.0	\$20,601								\$20,601	
Totals										\$20,601	\$0		\$0			\$0		\$20,601	
<p>Notes: If a column does not apply to the employee leave blank</p> <p>(1) If the position is currently vacant, type "vacant" in this column</p> <p>(2) Years of Service as of July 1, 2021</p> <p>(3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.</p> <p>(4) As of July 1, 2021</p> <p>(5) For employees who are paid by the hour (not salary)</p> <p>(6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)</p> <p>(7) Annual Salary for employees who are paid salary (not by the hour)</p> <p>(8) If employee is eligible for a step increase during FY21-22, put the date of eligibility in this column</p> <p>(9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump sum amount in this column.</p> <p>(10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.</p> <p>(11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.</p> <p>(12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.</p> <p>(13) As provided for in Police and Fire Contracts</p> <p>(14) As provided for in Police, Dispatchers and Fire Contracts</p> <p>(15) As provided for in the Police and Dispatchers Contracts</p> <p>(16) As provided for in the Police and Fire Contracts</p> <p>(17) As provided for in the Fire, Dispatchers and Police Contracts</p>																			

Account Number	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Recommend BOS
1345	HUMAN RESOURCES							
001-153-00-5100-00-1345	SALARY	0.00	0.00	0.00	0.00	0.00		0.00
001-153-00-5111-00-1345	REGULAR PAY	116,934.95	122,829.00	69,146.25	138,787.00	73,787.00		0.00
	SALARY & WAGES	116,934.95	122,829.00	69,146.25	138,787.00	73,787.00		0.00
	TOTAL - SALARY & WAGES	116,934.95	122,829.00	69,146.25	138,787.00	73,787.00		0.00
001-153-00-5200-00-1345	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-153-00-5303-00-1345	ADVERTISING	227.00	2,000.00	653.00	2,000.00	2,000.00		0.00
001-153-00-5342-00-1345	POSTAGE	915.60	800.00	249.28	800.00	800.00		0.00
001-153-00-5390-00-1345	CONTRACTED SERVICES	4,971.15	8,900.00	950.00	8,000.00	8,000.00		0.00
	PURCHASE OF SERVICES	6,113.75	11,700.00	1,852.28	10,800.00	10,800.00		0.00
001-153-00-5400-00-1345	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-153-00-5420-00-1345	OFFICE SUPPLIES	2,026.61	2,500.00	760.44	500.00	500.00		0.00
	SUPPLIES	2,026.61	2,500.00	760.44	500.00	500.00		0.00
001-153-00-5700-00-1345	OTHER CHARGES	0.00	0.00	0.00	0.00	0.00		0.00
	OTHER CHARGES	0.00	0.00	0.00	0.00	0.00		0.00
	TOTAL - OPERATING EXPENSES	8,140.36	14,200.00	2,612.72	11,300.00	11,300.00		0.00
	HUMAN RESOURCES	125,075.31	137,029.00	71,758.97	150,087.00	85,087.00		0.00

Account Number	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 F	Amend BOS
1345	HUMAN RESOURCES							
001-153-10-5201-00-1345	WELLNESS PROGRAM	0.00	7,500.00	0.00	0.00	0.00		0.00
	PURCHASE OF SERVICES	0.00	7,500.00	0.00	0.00	0.00		0.00
	TOTAL - OPERATING EXPENSES	0.00	7,500.00	0.00	0.00	0.00		0.00
	HUMAN RESOURCES	0.00	7,500.00	0.00	0.00	0.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	2	FY22 Recommended Admin	Fiscal Year	Allocated	Expended
Department: 153 HUMAN RESOURCES					
Account Number: 001-153-00-5100-00-1345					
Name: SALARY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-153-00-5111-00-1345					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		117,601.00	-116,934.95
		2021		122,829.00	-69,146.25
	1 Amount(s):	07/01/2021		73,787.00	
				73,787.00	
Account Number: 001-153-00-5200-00-1345					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-153-00-5303-00-1345					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
ads for job postings		2020		2,000.00	-227.00
		2021		2,000.00	-653.00
	1 Amount(s):	07/01/2021		2,000.00	
				2,000.00	
Account Number: 001-153-00-5342-00-1345					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		1,200.00	-915.60
		2021		800.00	-249.28
	1 Amount(s):	07/01/2021		800.00	
				800.00	
Account Number: 001-153-00-5390-00-1345					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
FSA program \$3000 & Training \$5000		2020		6,600.00	-4,971.15
		2021		8,900.00	-950.00
	1 Amount(s):	07/01/2021		8,000.00	
				8,000.00	
Account Number: 001-153-00-5400-00-1345					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-153-00-5420-00-1345					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		4,400.00	-2,026.61
		2021		2,500.00	-760.44
	1 Amount(s):	07/01/2021		500.00	
				500.00	
Account Number: 001-153-00-5700-00-1345					
Name: OTHER CHARGES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		0.00	0.00
	1 Amount(s):	07/01/2021		0.00	
				0.00	
Account Number: 001-153-10-5201-00-1345					
Name: WELLNESS PROGRAM					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		7,500.00	0.00
		2021		7,500.00	0.00
	1 Amount(s):	07/01/2021		0.00	
				0.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	2	FY22 Recommended Admin	Fiscal Year	Allocated	Expended
Department:	153	HUMAN RESOURCES			
10 Account(s) for Department 153:			2020	139,301.00	-125,075.31
			2021	144,529.00	-71,758.97
			Level 2	85,087.00	

Department Name:	Human Resources	Job Title	Date of Hire	Years of Service (2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation
vacant	HR Director				NU	18	5	\$41.10	40.0	\$49,778	\$85,817	12/7/2021	\$809	\$400	\$400	\$1,292		\$86,617
Roderiques	Benefits Coordinator		2/14/1994	27	C	B	7	\$23.84	40.0	\$49,778	\$85,817		\$809	\$700	\$400	\$1,292		\$52,170
Totals										\$49,778	\$85,817		\$809	\$1,100	\$800	\$1,292	\$0	\$138,787
Stipends																		

Notes: If a column does not apply to the employee leave blank

- (1) If the position is currently vacant, type "vacant" in this column
- (2) Years of Service as of July 1, 2021
- (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for Dispatcher.
- (4) As of July 1, 2021
- (5) For employees who are paid by the hour (not salary)
- (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
- (7) Annual Salary for employees who are paid salary (not by the hour)
- (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
- (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
- (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
- (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
- (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
- (13) As provided for in Police and Fire Contracts
- (14) As provided for in Police, Dispatchers and Fire Contracts
- (15) As provided for in the Police and Dispatchers Contracts
- (16) As provided for in the Police and Fire Contracts
- (17) As provided for in the Fire, Dispatchers and Police Contracts

Account Number	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22	Recommend BOS
0526	TOWN ACCOUNTANT							
001-135-00-5100-00-0526	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-135-00-5111-00-0526	REGULAR PAY	136,492.12	140,880.00	75,761.15	141,851.00	141,851.00		0.00
	SALARY & WAGES	136,492.12	140,880.00	75,761.15	141,851.00	141,851.00		0.00
	TOTAL - SALARY & WAGES	136,492.12	140,880.00	75,761.15	141,851.00	141,851.00		0.00
001-135-00-5200-00-0526	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-135-00-5303-00-0526	ADVERTISING	0.00	0.00	0.00	0.00	0.00		0.00
001-135-00-5341-00-0526	TELEPHONE	0.00	0.00	0.00	0.00	0.00		0.00
001-135-00-5342-00-0526	POSTAGE	83.00	0.00	70.50	105.00	105.00		0.00
001-135-00-5390-00-0526	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
	PURCHASE OF SERVICES	83.00	0.00	70.50	105.00	105.00		0.00
001-135-00-5400-00-0526	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-135-00-5420-00-0526	OFFICE SUPPLIES	208.39	650.00	4.50	200.00	200.00		0.00
001-135-00-5422-00-0526	PREPRINTED FORMS	204.86	225.00	160.40	225.00	225.00		0.00
	SUPPLIES	413.25	875.00	164.90	425.00	425.00		0.00
001-135-00-5700-00-0526	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00		0.00
001-135-00-5712-00-0526	MILEAGE	202.88	500.00	0.00	558.00	558.00		0.00
001-135-00-5713-00-0526	SEMINARS/PROF.GATHERINGS	130.00	2,258.00	0.00	2,488.00	2,000.00		0.00
001-135-00-5731-00-0526	DUES	115.00	305.00	105.00	125.00	125.00		0.00
	OTHER CHARGES	447.88	3,063.00	105.00	3,171.00	2,683.00		0.00
	TOTAL - OPERATING EXPENSES	944.13	3,938.00	340.40	3,701.00	3,213.00		0.00
	TOWN ACCOUNTANT	137,436.25	144,818.00	76,101.55	145,552.00	145,064.00		0.00

Account Number	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22	Recommend BOS
0528	TOWN AUDIT							
001-135-02-5200-00-0528	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-135-02-5301-00-0528	TOWN AUDIT	41,500.00	46,000.00	35,000.00	47,000.00	47,000.00		0.00
	PURCHASE OF SERVICES	41,500.00	46,000.00	35,000.00	47,000.00	47,000.00		0.00
	TOTAL - OPERATING EXPENSES	41,500.00	46,000.00	35,000.00	47,000.00	47,000.00		0.00
	TOWN AUDIT	41,500.00	46,000.00	35,000.00	47,000.00	47,000.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 135 TOWN ACCOUNTANT					
Account Number: 001-135-00-5100-00-0526					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-135-00-5111-00-0526					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		137,859.00	-136,492.12
		2021		140,880.00	-70,596.23
		07/01/2021		141,851.00	
	1 Amount(s):			141,851.00	
Account Number: 001-135-00-5200-00-0526					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-135-00-5303-00-0526					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-135-00-5341-00-0526					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-135-00-5342-00-0526					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		95.00	-83.00
		2021		0.00	-1.00
		07/01/2021		105.00	
	1 Amount(s):			105.00	
Account Number: 001-135-00-5390-00-0526					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-135-00-5400-00-0526					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-135-00-5420-00-0526					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		200.00	-208.39
		2021		650.00	-4.50
		07/01/2021		200.00	
	1 Amount(s):			200.00	
Account Number: 001-135-00-5422-00-0526					
Name: PREPRINTED FORMS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		225.00	-204.86
		2021		225.00	-160.40
		07/01/2021		225.00	
	1 Amount(s):			225.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 135 TOWN ACCOUNTANT					
Account Number: 001-135-00-5700-00-0526					
Name: OTHER CHARGES & EXPENSES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-135-00-5712-00-0526					
Name: MILEAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		558.00	
	1 Amount(s):			558.00	
Account Number: 001-135-00-5713-00-0526					
Name: SEMINARSPROF.GATHERINGS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Misc Accounting seminars to maintain CPA license 80 CPE hours \$230		07/01/2021		0.00	
March UMASS Accounting School \$320/hotel 3 nights \$390/dinner 3 @ 18		07/01/2021		0.00	
Suffolk MMA Financial Management Seminar \$825.00		07/01/2021		0.00	
June MMAAA Annual Meeting \$150/hotel 2 nights \$ 260/dinner 2 @ \$18		07/01/2021		0.00	
November MMAAA Conference \$75.00/hotel \$130/dinner \$18		07/01/2021		2,488.00	
	5 Amount(s):			2,488.00	
Account Number: 001-135-00-5731-00-0526					
Name: DUES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		125.00	
	1 Amount(s):			125.00	
Account Number: 001-135-02-5200-00-0528					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-135-02-5301-00-0528					
Name: TOWN AUDIT					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		47,000.00	
	1 Amount(s):			47,000.00	
16 Account(s) for Department 135:					
		2020		184,671.00	-178,936.25
		2021		190,818.00	-99,867.13
		Level 1		192,552.00	

Department

Name: Town Accountant (7/1/21 - 6/30/22) FY22

Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union Grade (3)	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend	Total Compensation
Carreiro	Anne	Town Accountant	4/10/1995	26	NU 19	9				\$101,310		0	\$1,300	\$400	\$2,911	\$1,000	\$106,921
Shepard	Joyce	A/P Clerk II - part time	7/1/2008	13	NU 9	6	\$22.70	19.0	\$22,514		7/1/2021	\$565	\$351	\$400			\$23,830
DaCunha	Helen	A/P Clerk I - part time	11/20/2017	3	NU 7	4	\$18.86	11.0	\$10,829		7/1/2021	\$270					\$11,099
Totals									\$33,343	\$101,310		\$835	\$1,651	\$800	\$2,911		\$141,850

Notes: if a column does not apply to the employee leave blank

- (1) If the position is currently vacant, type "vacant" in this column
- (2) Years of Service as of July 1, 2020
- (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
- (4) As of July 1, 2020
- (5) For employees who are paid by the hour (not salary)
- (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
- (7) Annual Salary for employees who are paid salary (not by the hour)
- (8) If employee is eligible for a step increase during FY20-21 put the date of eligibility in this column
- (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
- (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
- (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
- (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
- (13) As provided for in Police and Fire Contracts
- (14) As provided for in Police, Dispatchers and Fire Contracts
- (15) As provided for in the Police and Dispatchers Contracts
- (16) As provided for in the Police and Fire Contracts
- (17) As provided for in the Fire, Dispatchers and Police Contracts
- (18) In the Comments Box, please explain the amount included in this box providing the basis or reason for the

Stipend/Other (column 18):
Town Accountant receives a \$1,000 stipend for maintaining certification as Government Accountant

Account #	ier	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 F	ymend BOS
0548		TREASURER							
001-145-00-5100-00-0548		PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-145-00-5111-00-0548		REGULAR PAY	360,786.95	385,925.00	218,091.50	373,424.00	373,424.00		0.00
		SALARY & WAGES	360,786.95	385,925.00	218,091.50	373,424.00	373,424.00		0.00
		TOTAL - SALARY & WAGES	360,786.95	385,925.00	218,091.50	373,424.00	373,424.00		0.00
001-145-00-5200-00-0548		PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-145-00-5315-00-0548		ADMINISTRATIVE EXPENSE	2,377.04	6,800.00	80.00	6,800.00	6,800.00		0.00
001-145-00-5341-00-0548		TELEPHONE	300.00	300.00	125.00	300.00	300.00		0.00
001-145-00-5342-00-0548		POSTAGE	20,713.37	24,500.00	1,758.71	24,500.00	24,500.00		0.00
001-145-00-5390-00-0548		CONTRACTED SERVICES	36,544.35	38,860.00	20,266.81	38,860.00	38,860.00		0.00
		PURCHASE OF SERVICES	59,934.76	70,460.00	22,230.52	70,460.00	70,460.00		0.00
001-145-00-5400-00-0548		SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-145-00-5420-00-0548		OFFICE SUPPLIES	6,759.12	8,000.00	862.06	8,000.00	7,000.00		0.00
001-145-00-5422-00-0548		PREPRINTED FORMS	4,353.75	4,700.00	0.00	4,700.00	4,639.00		0.00
001-145-00-5429-00-0548		CERTIFICATION OF NOTES	0.00	600.00	0.00	600.00	600.00		0.00
		SUPPLIES	11,112.87	13,300.00	862.06	13,300.00	12,239.00		0.00
001-145-00-5700-00-0548		OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00		0.00
001-145-00-5712-00-0548		MILEAGE	1,296.55	700.00	33.86	1,700.00	700.00		0.00
001-145-00-5713-00-0548		SEMINARS PROF.GATHERINGS	784.49	500.00	40.00	2,570.00	500.00		0.00
001-145-00-5731-00-0548		DUES	235.00	378.00	160.00	380.00	380.00		0.00
001-145-00-5746-00-0548		EMPLOYEE BOND	979.00	1,900.00	979.00	1,900.00	1,900.00		0.00
		OTHER CHARGES	3,295.04	3,478.00	1,212.86	6,550.00	3,480.00		0.00
		TOTAL - OPERATING EXPENSES	74,342.67	87,238.00	24,305.44	90,310.00	86,179.00		0.00
		TREASURER	435,129.62	473,163.00	242,396.94	463,734.00	459,603.00		0.00

Account #	Ref	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 F	Recommend BOS
0549		TREASURER/OTHER							
001-145-01-5309-00-0549		TAX TITLES	44,961.66	47,000.00	9,787.22	51,000.00	40,000.00		0.00
		PURCHASE OF SERVICES	44,961.66	47,000.00	9,787.22	51,000.00	40,000.00		0.00
		TOTAL - OPERATING EXPENSES	44,961.66	47,000.00	9,787.22	51,000.00	40,000.00		0.00
		TREASURER/OTHER	44,961.66	47,000.00	9,787.22	51,000.00	40,000.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 145 TREASURER/COLLECTOR					
Account Number: 001-145-00-5100-00-0548					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-145-00-5111-00-0548					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		361,487.00	-360,786.95
		2021		385,925.00	-198,435.19
		07/01/2021		373,424.00	
	1 Amount(s):			373,424.00	
Account Number: 001-145-00-5200-00-0548					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-145-00-5315-00-0548					
Name: ADMINISTRATIVE EXPENSE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		6,800.00	-2,377.04
		2021		6,800.00	-80.00
		07/01/2021		6,800.00	
	1 Amount(s):			6,800.00	
Account Number: 001-145-00-5341-00-0548					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		300.00	-300.00
		2021		300.00	-125.00
		07/01/2021		300.00	
	1 Amount(s):			300.00	
Account Number: 001-145-00-5342-00-0548					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		24,500.00	-20,713.37
		2021		24,500.00	-1,683.36
		07/01/2021		24,500.00	
	1 Amount(s):			24,500.00	
Account Number: 001-145-00-5390-00-0548					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		38,860.00	-36,544.35
		2021		38,860.00	-16,864.05
		07/01/2021		38,860.00	
	1 Amount(s):			38,860.00	
Account Number: 001-145-00-5400-00-0548					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-145-00-5420-00-0548					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		8,000.00	-6,624.13
		2021		8,000.00	-853.68
		07/01/2021		8,000.00	
	1 Amount(s):			8,000.00	
Account Number: 001-145-00-5422-00-0548					
Name: PREPRINTED FORMS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		4,700.00	-4,353.75
		2021		4,700.00	0.00
		07/01/2021		4,700.00	
	1 Amount(s):			4,700.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 145 TREASURER/COLLECTOR					
Account Number:	001-145-00-5429-00-0548		2020	600.00	0.00
Name:	CERTIFICATION OF NOTES		2021	600.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		600.00	
		1 Amount(s):		600.00	
Account Number:	001-145-00-5700-00-0548				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
		1 Amount(s):		0.00	
Account Number:	001-145-00-5712-00-0548		2020	1,700.00	-1,296.55
Name:	MILEAGE		2021	700.00	-33.86
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		1,700.00	
		1 Amount(s):		1,700.00	
Account Number:	001-145-00-5713-00-0548		2020	2,570.00	-784.49
Name:	SEMINARS PROF.GATHERINGS		2021	500.00	-40.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		2,570.00	
		1 Amount(s):		2,570.00	
Account Number:	001-145-00-5731-00-0548		2020	380.00	-235.00
Name:	DUES		2021	378.00	-160.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		380.00	
		1 Amount(s):		380.00	
Account Number:	001-145-00-5746-00-0548		2020	1,900.00	-979.00
Name:	EMPLOYEE BOND		2021	1,900.00	-979.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		1,900.00	
		1 Amount(s):		1,900.00	
Account Number:	001-145-01-5309-00-0549		2020	51,000.00	-44,961.66
Name:	TAX TITLES		2021	47,000.00	-9,787.22
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		51,000.00	
		1 Amount(s):		51,000.00	
17 Account(s) for Department 145:			2020	502,797.00	-479,956.29
			2021	520,163.00	-229,041.36
			Level 1	514,734.00	

Treasurer/Collector's					
Budget FY22					
		FY19	FY20	FY21	FY22
001-145-00-5111-00-0548	Regular Pay	347,479.00	360,787.00	385,925.00	373,424.00
	Salary	347,479.00	360,787.00	385,925.00	373,424.00
001-145-00-5315-00-0548	Administrative Expense	6,800.00	6,800.00	6,800.00	6,800.00
001-145-00-5341-00-0548	Telephone	300.00	300.00	300.00	300.00
001-145-00-5342-00-0548	Postage	24,500.00	24,500.00	24,500.00	24,500.00
001-145-00-5390-00-0548	Contracted Services	38,860.00	38,860.00	38,860.00	38,860.00
001-145-00-5309-00-0548	Tax Titles	51,000.00	51,000.00	51,000.00	51,000.00
	Purchase of Services	121,460.00	121,460.00	121,460.00	121,460.00
001-145-00-5420-00-0548	Office Supplies	7,000.00	8,000.00	8,000.00	8,000.00
001-145-00-5422-00-0548	Preprinted Forms	4,700.00	4,700.00	4,700.00	4,700.00
001-145-00-5429-00-0548	Certification of Notes	600.00	600.00	600.00	600.00
	Supplies	12,300.00	13,300.00	13,300.00	13,300.00
001-145-00-5712-00-0548	Mileage	1,700.00	1,700.00	1,700.00	1,700.00
001-145-00-5713-00-0548	Seminars/Prof Gatherings	2,570.00	2,570.00	2,570.00	2,570.00
001-145-00-5731-00-0548	Dues Prof Gatherings	340.00	380.00	380.00	380.00
001-145-00-5746-00-0548	Employee Bond	1,900.00	1,900.00	1,900.00	1,900.00
	Other Charges & Expenses	6,510.00	6,550.00	6,550.00	6,550.00
001-145-00-5800-00-0548	Capital Outlay	0.00	0.00	0.00	0.00
001-145-00-5870-00-0548	Replacement Equipment	0.00	0.00	0.00	0.00
	Capital Outlay	0.00	0.00	0.00	0.00
	TOTAL TREAS/COLL BUDGET	487,749.00	502,097.00	527,235.00	514,734.00

Department Name:		Treasurer/Collector	Job Title	Date of Hire	Years of Service (2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation
Graves	Wendy	Finance Director	4/8/2013	8	NU							\$118,602			\$350	\$400	\$2,281	\$4,000	\$125,633
Bettencourt	Pamela	Asst Treasurer/Collector	2/14/1994	27	C	E	8	\$30.45	40.0		\$63,580		7/1/2021	\$0	\$1,350	\$400	\$1,827		\$67,157
Rose	Lisa	Financial Assistant	4/26/1988	33	C	D	8	\$27.85	40.0		\$58,151		7/1/2021	\$0	\$1,650	\$400	\$0		\$60,201
vacant		Payroll Administrator			C	D	1	\$21.98	40.0		\$45,894		2/15/2021	\$547	\$0	\$400	\$0		\$46,841
King	Kerri	Senior Office Assistant	10/19/2020	1	C	B	1	\$19.62	35.0		\$35,846		10/19/2021	\$819	\$0	\$400	\$0		\$37,065
Sylvia	Kathleen	Senior Office Assistant	12/7/2020	1	C	B	1	\$19.62	35.0		\$35,846		12/7/2021	\$683	\$0	\$0	\$0		\$36,528
Totals											\$239,316	\$118,602		\$2,049	\$3,350	\$2,000	\$4,108	\$4,000	\$373,424

Notes: If a column does not apply to the employee leave blank

- (1) If the position is currently vacant, type "vacant" in this column
- (2) Years of Service as of July 1, 2021
- (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
- (4) As of July 1, 2021
- (5) For employees who are paid by the hour (not salary)
- (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
- (7) Annual Salary for employees who are paid salary (not by the hour)
- (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
- (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
- (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
- (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
- (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
- (13) As provided for in Police and Fire Contracts
- (14) As provided for in Police, Dispatchers and Fire Contracts
- (15) As provided for in the Police and Dispatchers Contracts
- (16) As provided for in the Police and Fire Contracts
- (17) As provided for in the Fire, Dispatchers and Police Contracts

Stipends

Certification Treasurer \$1,000
 Certification Collector \$1,000
 Tax Title Custodian \$2,000

Account Number	Account Name	FY20 Exp.	Fud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Recommend BOS
0529	TOWN CLERK							
001-161-00-5100-00-0529	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-161-00-5111-00-0529	REGULAR PAY	45,751.09	38,012.00	19,899.87	39,608.00	34,608.00		0.00
	SALARY & WAGES	45,751.09	38,012.00	19,899.87	39,608.00	34,608.00		0.00
	TOTAL - SALARY & WAGES	45,751.09	38,012.00	19,899.87	39,608.00	34,608.00		0.00
001-161-00-5200-00-0529	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-161-00-5241-00-0529	REPAIR&MAINT-OFFICE EQUI	487.43	525.00	512.80	535.00	535.00		0.00
001-161-00-5342-00-0529	POSTAGE	3,406.79	4,975.00	2,968.22	4,800.00	4,675.00		0.00
001-161-00-5390-00-0529	CONTRACTED SERVICES	4,018.80	5,730.00	1,397.39	5,730.00	5,730.00		0.00
	PURCHASE OF SERVICES	7,913.02	11,230.00	4,878.41	11,065.00	10,940.00		0.00
001-161-00-5400-00-0529	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-161-00-5420-00-0529	OFFICE SUPPLIES	1,064.67	1,150.00	71.47	1,240.00	1,100.00		0.00
001-161-00-5422-00-0529	PREPRINTED FORMS	3,972.71	3,298.00	2,707.64	4,900.00	4,000.00		0.00
001-161-00-5425-00-0529	BOOKBINDING	385.00	400.00	385.00	400.00	100.00		0.00
001-161-00-5584-01-0529	DOG LICENSES	714.49	900.00	508.56	750.00	0.00		0.00
	SUPPLIES	6,136.87	5,748.00	3,672.67	7,290.00	5,200.00		0.00
001-161-00-5700-00-0529	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00		0.00
001-161-00-5712-00-0529	MILEAGE AND CAR ALLOWANCE	120.00	0.00	0.00	120.00	0.00		0.00
001-161-00-5713-00-0529	SEMINARS/PROF.GATHERINGS	0.00	0.00	0.00	150.00	0.00		0.00
001-161-00-5731-00-0529	DUES	125.00	125.00	125.00	125.00	125.00		0.00
001-161-00-5746-00-0529	EMPLOYEE BOND	125.00	140.00	125.00	140.00	140.00		0.00
	OTHER CHARGES	370.00	265.00	250.00	535.00	265.00		0.00
	TOTAL - OPERATING EXPENSES	14,419.89	17,243.00	8,801.08	18,890.00	16,405.00		0.00
	TOWN CLERK	60,170.98	55,255.00	28,700.95	58,498.00	51,013.00		0.00

Account Number	Account Name	FY20 Exp.	F	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Recommend BOS
0531	TOWN CLERK SALARY								
001-161-01-5100-00-0531	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00		0.00
001-161-01-5111-00-0531	REGULAR PAY	61,775.00	67,676.00	36,139.53	66,961.00	66,961.00	66,961.00		0.00
	SALARY & WAGES	61,775.00	67,676.00	36,139.53	66,961.00	66,961.00	66,961.00		0.00
	TOTAL - SALARY & WAGES	61,775.00	67,676.00	36,139.53	66,961.00	66,961.00	66,961.00		0.00
	TOWN CLERK SALARY	61,775.00	67,676.00	36,139.53	66,961.00	66,961.00	66,961.00		0.00

Account Nbr	Account Name	FY20 Exp.	F 3ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Recommend BOS
0145	ELECTION & REGISTRATION							
001-163-00-5100-00-0145	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-163-00-5111-00-0145	REGULAR PAY	17,829.50	51,591.00	32,672.25	23,203.00	23,203.00		0.00
	SALARY & WAGES	17,829.50	51,591.00	32,672.25	23,203.00	23,203.00		0.00
	TOTAL - SALARY & WAGES	17,829.50	51,591.00	32,672.25	23,203.00	23,203.00		0.00
001-163-00-5200-00-0145	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-163-00-5303-00-0145	ADVERTISING	154.00	320.00	0.00	160.00	0.00		0.00
001-163-00-5342-00-0145	POSTAGE	1,039.12	1,000.00	969.12	1,000.00	1,000.00		0.00
001-163-00-5390-00-0145	CONTRACTED SERVICES	11,101.14	20,250.00	3,886.00	10,950.00	10,950.00		0.00
	PURCHASE OF SERVICES	12,294.26	21,570.00	4,855.12	12,110.00	11,950.00		0.00
001-163-00-5400-00-0145	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-163-00-5420-00-0145	OFFICE SUPPLIES	248.96	600.00	269.97	600.00	200.00		0.00
001-163-00-5422-00-0145	PREPRINTED FORMS	0.00	500.00	0.00	500.00	0.00		0.00
	SUPPLIES	248.96	1,100.00	269.97	1,100.00	200.00		0.00
001-163-00-5700-00-0145	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00		0.00
001-163-00-5712-00-0145	MILEAGE & CAR ALLOWANCE	40.08	120.00	0.00	120.00	120.00		0.00
	OTHER CHARGES	40.08	120.00	0.00	120.00	120.00		0.00
	TOTAL - OPERATING EXPENSES	12,583.30	22,790.00	5,125.09	13,330.00	12,270.00		0.00
	ELECTION & REGISTRATION	30,412.80	74,381.00	37,797.34	36,533.00	35,473.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 161 TOWN CLERK					
Account Number: 001-161-00-5100-00-0529					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-161-00-5111-00-0529					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Asst. Town Clerk Salary		07/01/2021		39,608.00	
	1 Amount(s):			39,608.00	
Account Number: 001-161-00-5200-00-0529					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-161-00-5241-00-0529					
Name: REPAIR&MAINT-OFFICE EQUI					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Time Stamp & Typewriter Yrly Contracts		07/01/2021		535.00	
	1 Amount(s):			535.00	
Account Number: 001-161-00-5342-00-0529					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Postage Machine/UPS Store & LHS Census Postage		07/01/2021		4,800.00	
	1 Amount(s):			4,800.00	
Account Number: 001-161-00-5390-00-0529					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
General Code Annual Mntn Fee & Codification (Supplements) of Town By-laws Passport/Complus/Parking Tickets \$500.00		07/01/2021		5,730.00	
	1 Amount(s):			5,730.00	
Account Number: 001-161-00-5400-00-0529					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-161-00-5420-00-0529					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Office Supplies/Envelopes (\$150.00 pr) and Misc Supplies		07/01/2021		1,240.00	
	1 Amount(s):			1,240.00	
Account Number: 001-161-00-5422-00-0529					
Name: PREPRINTED FORMS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Vital Index Cards LHS-Street Books (Printing - 105 books x \$14.25 ea.) LHS/Printing of Census Forms 2021 (bill attached)		07/01/2021		4,900.00	
	1 Amount(s):			4,900.00	
Account Number: 001-161-00-5425-00-0529					
Name: BOOKBINDING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Town Bookbindery/Vital Records \$400.00		07/01/2021		400.00	
	1 Amount(s):			400.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 161 TOWN CLERK					
Account Number:	001-161-00-5584-01-0529		2020	900.00	-714.49
Name:	DOG LICENSES		2021	900.00	-508.56
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Tages \$400.00 Links & Forms \$350.00		07/01/2021	750.00	
		1 Amount(s):		750.00	
Account Number:	001-161-00-5700-00-0529				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
Account Number:	001-161-00-5712-00-0529		2020	120.00	-120.00
Name:	MILEAGE AND CAR ALLOWANCE				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Travel to Plymouth Conference/Seminar @ .58 per mile		07/01/2021	120.00	
		1 Amount(s):		120.00	
Account Number:	001-161-00-5713-00-0529		2020	310.00	0.00
Name:	SEMINARSPROF.GATHERINGS				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Plymouth Town Clerks Conference (TC & ATC)		07/01/2021	150.00	
		1 Amount(s):		150.00	
Account Number:	001-161-00-5731-00-0529		2020	260.00	-125.00
Name:	DUES		2021	125.00	-125.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Mass Town Clerks Assoc. Annual Dues (TC & ATC)		07/01/2021	125.00	
		1 Amount(s):		125.00	
Account Number:	001-161-00-5746-00-0529		2020	105.00	-125.00
Name:	EMPLOYEE BOND		2021	140.00	-125.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Town Clerks Bond (bill attached)		07/01/2021	140.00	
		1 Amount(s):		140.00	
Account Number:	001-161-01-5100-00-0531				
Name:	PERSONAL SERVICES				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
Account Number:	001-161-01-5111-00-0531		2020	61,775.00	-61,775.00
Name:	REGULAR PAY		2021	67,676.00	-33,612.29
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	TC Salary \$65961.00 & \$1000.00 Stipen for Reg. Voters		07/01/2021	66,961.00	
		1 Amount(s):		66,961.00	
18 Account(s) for Department 161:			2020	132,125.00	-120,357.62
			2021	122,931.00	-57,707.00
			Level 1	125,459.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 163 ELECTION AND REGISTRATION					
Account Number: 001-163-00-5100-00-0145					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
1 Amount(s):				0.00	
Account Number: 001-163-00-5111-00-0145					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Poll Workers/Registrars/Custodians/Police and Non Union Office Help		07/01/2021		23,203.00	
1 Amount(s):				23,203.00	
Account Number: 001-163-00-5200-00-0145					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
1 Amount(s):				0.00	
Account Number: 001-163-00-5303-00-0145					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Potential Adv for Poll Workers or for Town Election/Meeting		07/01/2021		160.00	
1 Amount(s):				160.00	
Account Number: 001-163-00-5342-00-0145					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Mailings related to Elections (1 Election)		07/01/2021		1,000.00	
1 Amount(s):				1,000.00	
Account Number: 001-163-00-5390-00-0145					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
LHS Assoc - Annual Accuvote Mtn Agreement \$2250.00 (added 3 more machines) LHS - Program Memory Card Coding \$5500.00 & ES&S Memory Card Coding/Handicap \$3200.00		07/01/2021		10,950.00	
1 Amount(s):				10,950.00	
Account Number: 001-163-00-5400-00-0145					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
1 Amount(s):				0.00	
Account Number: 001-163-00-5420-00-0145					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Supplies for Elections \$400.00 & State Printer Toner \$200.00		07/01/2021		600.00	
1 Amount(s):				600.00	
Account Number: 001-163-00-5422-00-0145					
Name: PREPRINTED FORMS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Preprinted Forms relating to the Election - Precinct Cards & Misc		07/01/2021		500.00	
1 Amount(s):				500.00	
Account Number: 001-163-00-5700-00-0145					
Name: OTHER CHARGES & EXPENSES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
1 Amount(s):				0.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:		163	ELECTION AND REGISTRATION		
Account Number:		001-163-00-5712-00-0145	2020	80.00	-40.08
Name:		MILEAGE & CAR ALLOWANCE	2021	120.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Custodian Mileage related to Elections			07/01/2021	120.00	
			1 Amount(s):	120.00	
11 Account(s) for Department 163:			2020	44,409.00	-30,412.80
			2021	74,381.00	-36,924.01
			Level 1	36,533.00	

Department Name:	Town Clerk	Job Title	Date of Hire	Years of Service (2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation
Fredette	Linda	Asst. Town Clerk	8/1/2018	3	B	7	3	\$20.95	35.0	38,276		4/2/2022	932		400			39,608
Hurley	Carolyn	Election Town Clerk	10/28/2002	19							65,961						1,000	66,961
Totals										38,276	65,961		932	0	400	0	1,000	106,569

Notes: If a column does not apply to the employee leave blank
(1) If the position is currently vacant, type "vacant" in this column
(2) Years of Service as of July 1, 2021
(3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
(4) As of July 1, 2021
(5) For employees who are paid by the hour (not salary)
(6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
(7) Annual Salary for employees who are paid salary (not by the hour)
(8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
(9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
(10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
(11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
(12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
(13) As provided for in Police and Fire Contracts
(14) As provided for in Police, Dispatchers and Fire Contracts
(15) As provided for in the Police and Dispatchers Contracts
(16) As provided for in the Police and Fire Contracts
(17) As provided for in the Fire, Dispatchers and Police Contracts

Comments:
1. Asst. TC = 4/2/2022 @ \$20.95 x 13.6 weeks = \$ 9,972.20 (Level 7 - Step 3)
Asst. TC = 7/1/2022 @ \$21.64 x 38.6 weeks = \$29,235.64 (Level 7 - Step 4)
Sick Bonus = \$400.00

2. Town Clerk (Elected) Yearly Salary = \$65,961.00
Yearly Stipend = \$ 1,000.00

Department Name:		E & R		Date of Hire and Asst TC Appt		Years of Service (2)		Union (3)		Grade		Step (4)		Hourly Wage (5)		Hrs./week		Annual Wages(6)		Annual Salary (7)		Date of Step (8)		Cost of Step Inc. (9)		Longevity(10)		Sick Leave Buy-Back (12)		Stipend/Other (18)		Total Compensation	
Last Name (1)	First Name	Job Title	Appt	TC	Service	Union	Grade	Step	Hourly Wage	Hrs./week	Annual Wages	Annual Salary	Date of Step	Cost of Step Inc.	Longevity	Sick Leave Buy-Back	Stipend/Other	Total Compensation															
4 Registrars	Registrars					NU					\$653								\$653												\$653		
Poll Workers (30)						NU					\$3,800								\$3,800												\$3,800		
Custodians											\$250								\$250												\$250		
Police						P					\$3,500								\$3,500												\$3,500		
Lowney	Eileen	Elect. Admin Asst				NU	7	8	\$20.82		\$15,000								\$15,000												\$15,000		
Totals											\$23,203		\$0	\$0	\$0	\$0	\$0	\$0	\$23,203												\$0	\$23,203	

Comments:
1. 1 Election in FY22
2. Election Workers, Custodians and Police Officers may vary in personnel = \$8,203.00
3. Administration Asstant = \$15,000.00

Notes: if a column does not apply to the employee leave blank (1) If the position is currently vacant, type "vacant" in this column (2) Years of Service as of July 1, 2021 (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher. (4) As of July 1, 2021 (5) For employees who are paid by the hour (not salary) (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded) (7) Annual Salary for employees who are paid salary (not by the hour) (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column. (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary. (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed. (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed. (13) As provided for in Police and Fire Contracts (14) As provided for in Police, Dispatchers and Fire Contracts (15) As provided for in the Police and Dispatchers Contracts (16) As provided for in the Police and Fire Contracts (17) As provided for in the Fire, Dispatchers and Police Contracts (18) In the Comments Box, please explain the amount included in this box providing the basis or reason for the

Account N	Account Name	FY20 Exp.	F 3ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	mend BOS
0030	ASSESSORS							
001-141-00-5100-00-0030	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-141-00-5111-00-0030	REGULAR PAY	176,097.78	185,343.00	99,148.15	186,615.00	186,615.00		0.00
	SALARY & WAGES	176,097.78	185,343.00	99,148.15	186,615.00	186,615.00		0.00
	TOTAL - SALARY & WAGES	176,097.78	185,343.00	99,148.15	186,615.00	186,615.00		0.00
001-141-00-5200-00-0030	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-141-00-5241-00-0030	REPAIR&MAINT-OFFICE EQUI	0.00	200.00	0.00	200.00	200.00		0.00
001-141-00-5303-00-0030	ADVERTISING	0.00	165.00	0.00	165.00	0.00		0.00
001-141-00-5342-00-0030	POSTAGE	938.75	1,200.00	826.95	1,200.00	968.00		0.00
001-141-00-5384-00-0030	DEEDSPROBATES&RECORDING	0.00	250.00	195.00	660.00	310.00		0.00
001-141-00-5390-00-0030	CONTRACTED SERVICES	19,848.00	19,848.00	19,674.00	28,348.00	36,500.00		0.00
	PURCHASE OF SERVICES	20,786.75	21,663.00	20,695.95	30,573.00	37,978.00		0.00
001-141-00-5400-00-0030	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-141-00-5420-00-0030	OFFICE SUPPLIES	1,227.55	400.00	294.60	1,500.00	500.00		0.00
001-141-00-5422-00-0030	PREPRINTED FORMS	207.50	375.00	320.00	400.00	337.00		0.00
001-141-00-5424-00-0030	MAP REVISIONS	1,800.00	2,000.00	1,800.00	2,000.00	1,846.00		0.00
	SUPPLIES	3,235.05	2,775.00	2,414.60	3,900.00	2,683.00		0.00
001-141-00-5700-00-0030	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00		0.00
001-141-00-5712-00-0030	MILEAGE & CAR ALLOWANCE	407.62	461.00	0.00	1,689.00	532.00		0.00
001-141-00-5713-00-0030	SEMINARSPROF.GATHERINGS	1,003.25	0.00	0.00	2,671.00	0.00		0.00
001-141-00-5731-00-0030	DUES	350.00	350.00	200.00	400.00	400.00		0.00
	OTHER CHARGES	1,760.87	811.00	200.00	4,760.00	932.00		0.00
	TOTAL - OPERATING EXPENSES	25,782.67	25,249.00	23,310.55	39,233.00	41,593.00		0.00
	ASSESSORS	201,880.45	210,592.00	122,458.70	225,848.00	228,208.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 141 ASSESSORS					
Account Number: 001-141-00-5100-00-0030					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-141-00-5111-00-0030					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		186,615.00	
	1 Amount(s):			186,615.00	
Account Number: 001-141-00-5200-00-0030					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-141-00-5241-00-0030					
Name: REPAIR&MAINT-OFFICE EQUI					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Maintenance upkeep of manual equipment.		07/01/2021		200.00	
	1 Amount(s):			200.00	
Account Number: 001-141-00-5303-00-0030					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Classification hearings and notices. IGR no. 16-402		07/01/2021		165.00	
	1 Amount(s):			165.00	
Account Number: 001-141-00-5342-00-0030					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Bulk mailing day to day mailing & bulk mailing to the Appellate Tax Board		07/01/2021		1,200.00	
	1 Amount(s):			1,200.00	
Account Number: 001-141-00-5384-00-0030					
Name: DEEDSPROBATES&RECORDING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Recording of deeds 41C deferred exemptions & liens & release of liens		07/01/2021		660.00	
	1 Amount(s):			660.00	
Account Number: 001-141-00-5390-00-0030					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
CAMA Vendor service values of values & certification MLS PIN RE		07/01/2021		28,348.00	
	1 Amount(s):			28,348.00	
Account Number: 001-141-00-5400-00-0030					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-141-00-5420-00-0030					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Administrative office supplies envelopes Pens pads etc.		07/01/2021		1,500.00	
	1 Amount(s):			1,500.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 141 ASSESSORS				
Account Number: 001-141-00-5422-00-0030		2020	375.00	-207.50
Name: PREPRINTED FORMS		2021	375.00	-320.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
Business cards bulk mailing letter forms.		07/01/2021	400.00	
	1 Amount(s):		400.00	
<hr/>				
Account Number: 001-141-00-5424-00-0030		2020	1,500.00	-1,800.00
Name: MAP REVISIONS		2021	2,000.00	-1,800.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
Digital mapping in compliance with 2017 directives GIS mandate per DOR		07/01/2021	2,000.00	
	1 Amount(s):		2,000.00	
<hr/>				
Account Number: 001-141-00-5700-00-0030				
Name: OTHER CHARGES & EXPENSES				
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	0.00	
	1 Amount(s):		0.00	
<hr/>				
Account Number: 001-141-00-5712-00-0030		2020	1,689.00	-407.62
Name: MILEAGE & CAR ALLOWANCE		2021	461.00	0.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
conduct field evaluations of completed building permits for valuation and new growth		07/01/2021	1,689.00	
	1 Amount(s):		1,689.00	
<hr/>				
Account Number: 001-141-00-5713-00-0030		2020	2,671.00	-1,003.25
Name: SEMINARSPROF.GATHERINGS				
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
continuing courses on line and attendance in 2nd half year		07/01/2021	2,671.00	
	1 Amount(s):		2,671.00	
<hr/>				
Account Number: 001-141-00-5731-00-0030		2020	315.00	-350.00
Name: DUES		2021	350.00	-200.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
MAAO & BCAA Dues for assessors & Principal Office Asst. fees increased		07/01/2021	400.00	
	1 Amount(s):		400.00	
<hr/>				
16 Account(s) for Department 141:		2020	213,248.00	-201,516.54
		2021	210,592.00	-116,323.10
		Level 1	225,848.00	

Assessors Department - FY22 Budget Transmittal:

#5100 - Regular pay:

\$193,429.00 estimated annual wage increase for FY22

#5241 - Repair & Maint - Office Equipment:

We anticipate ongoing maintenance cleaning and repair in FY20 and in FY21. We recommend - \$200

#5303 - Advertising:

We do anticipate placing a newspaper article for the classification hearings and notices in FY22. In accordance with IGR no. 16-402, the assessors should also provide notice of any reassessment or valuation adjustment program to taxpayers by (1) having the release include information about the basis of the valuation changes and the program's overall effect on assessments or (2) issuing a separate newspaper or website release before tax billing that provides that information. We recommend - \$165.00

#5342 - Postage:

We do anticipate mailing out bulk files with documentation to the Appellant Tax Board in Boston arising our abatement filings by the taxpayers; bulk mailing of form of lists, income & expense, abatement correspondence, follow-up on new sales questionnaire letters requesting for interior & exterior inspections as required under MGL. We do recommend - \$1,200

#5384 - Deeds Probates & Recording:

We have received deeds and recording of deeds pertaining to 41A Seniors Deferred Exemptions. We need to record the deferred exemption lien on the property prior to releasing any exemption. We do recommend \$660.

#5390 - Contracted Services:

Our CAMA vendor is Patriot Properties, Inc. will continue their yearly service contract from July 2021 to June 2024 servicing our CAMA system at \$28,000 yearly based on a 3 year service agreement. Patriot Properties is obligated to assist the assessors as outlined in the scope of the agreement. We do have a certification coming up in 2022 and Patriot will also assist us in the certification and interim year valuation adjustments as outlined in their proposal of December 15th, 2020. In this line item the Principal Assessor is using the MLS PIN for real estate on new sales and market analysis @ \$87.00 per quarter for 4 quarters. We recommend \$28,348.

#5420 - Office Supplies:

Day to day administrative duties relating to operation of the assessor's office such as pens, pencils and writing pads as well as envelopes to conduct bulk mailing as well as cleansing material to disinfect office pertaining to the COVID-19. We recommend for FY22 - \$1,500

#5422 - Preprinted Forms:

This line item is for preprinted forms such as envelopes; business cards; and we do anticipate printing a total of 850 application forms for business I&E, 2nd homes personal property notices and including questionnaires on new sales. We will be mailing out 2nd notices to taxpayers to make a scheduled appointment to conduct interior & exterior inspections and exterior tape measuring. We recommend the increase in this line item for FY22 - \$400.00.

#5424 - Map revisions :

Since we converted over to digital mapping in FY17 to be in compliance with directives by the DOR / BLA. This covers the digitization of the maps in GIS to our town website for the public to view; updated our three paper maps; GIS Coordinates into our property record cards; and also upgraded the Commonwealth GIS mapping with dor Mass GIS Department in Boston. We need to continue improving and facilitate assessment Administration in accordance with the MassGIS parcel mapping standard. Per Directives a neighborhood map must be created and available for review for the next certification and also to take into consideration any maps changes that have been recorded. We do recommend \$2,000.

#5212 - Mileage:

A personal vehicle is used by the Principal Assessor to conduct field inspections; assess property values; Inspect building construction by receiving building permits from the building department to assess value for new growth; verifying all valid sales; review all abatement applications and inspect property for potential taxpayer filing with the appellate Tax Board To contest valuations of Real Estate and personal property; ongoing cyclical inspections. Principal Office Assistants also use their personal vehicles to attend ongoing Professional Clerical and educational seminars. We anticipate in the second half of FY21 to go back to traveling to seminars and educational meetings. Also FY22 Is a certification year whereas valuations will be conducted to meet our directives in the field. BLA will be obligated to assist the Principal Assessor to go out in the field to conduct valuations preparing for the certification year. We recommend for FY22 - \$1,689.00

#5713 - Seminars Professional Gatherings:

We have continuing education seminars and courses for the Assessors and Principal Clerks with Municipal Law and Assessment Procedures. Principal Clerks also have the opportunity to attend seminars and annual meetings as members of the BCAA. The Principal Assessor is part of the Executive Board for the Bristol County Assessors Association. We did have seminars and association meetings but the cost was still there to attend these seminars which we had very limited dollars in our budget to attend. We anticipate the second half FY21 to be able to physically attend seminars and Association meetings. But the cost is still there to attend a seminar via Zoom. It is part of the requirement by the DOR for continuing education. We do recommend for FY22 in the amount of \$2671.00.

#5731 - Dues:

Association dues for Bristol County Assessors Assn. are at \$25.00 per member and the MAAO dues increased for FY22 at \$62.50 per member. We recommend for FY22 in the amount of \$400.00.

Town of Fairhaven

FY21-22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: ASSESSORS

Name of Department Director: Wendy Graves, Finance Director / Del Garcia, Supervisor

Is this request for a new service or program or an expanded service/program

Please describe the service/program:

Permit Eyes Integration Module

What need(s) are being addressed by this service or program:

Integrating the building permits from the building department into the our CAMA system.

Describe the benefits to the town of implementing the service/program:

Accurate building permits to assess valuation on completed constructions or renovation for new growth.

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

Click here to enter text.

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add't Funding Request	Total Request	
5390	Contracted Services	0	2700		2700	

Provide a narrative description that explains/justifies the additional funding request by line item:

Permit Eyes Program from the Building Department is directly connected to an extract of the Assessor's Database/CAMA. When a user selects the site address, information from the Assessor's Database, including the owner name, owner address, parcel ID or map/block/Lots

are automatically filled into the form. Updates to the Assessor's Database can be completely automated, with extracts being pulled automatically into Permit Eyes at regular intervals such as daily or weekly. Parcels can be located a search, and will display related data from the integrated assessor database/CAMA and other attribute tables as made available.

Town of Fairhaven

FY21-22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: ASSESSORS

Name of Department Director: Wendy Graves, Finance Director / Del Garcia, Supervisor

Is this request for a new service or program or an expanded service/program

Please describe the service/program:

A mandate from Joanne Graziano, Local Assessment Bureau/DOR all cities and towns appraise utilities. All cities and towns coming up for certification must have the appraisal completed and it will be on a yearly basis. Reference document is dated November 5th, 2020 in city and town publication from the DLS and IGR-19-08 referred to as the Certification Standards.

What need(s) are being addressed by this service or program:

There are significant changes in FY21 in certification review of utility property in many communities. Expect to have high values in lieu of net book values which has been a practice in years past.

Describe the benefits to the town of implementing the service/program:

Higher valuations in lieu of net values.

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

Click here to enter text.

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add't Funding Request	Total Request
5390	Contract Services		5,000		5,000

Provide a narrative description that explains/justifies the additional funding request by line item:

The net Book value valuation methods resulted in an undervalued undervaluing of the assets. NET Book value of utility companies does not represent the full and fair cash value and an assessor is required to evaluate property at full and fair cash value.

Town of Fairhaven

FY21-22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: ASSESSORS

Name of Department Director: Wendy Graves, Finance Director / Del Garcia, Supervisor

Is this request for a new service or program or an expanded service/program

Please describe the service/program:

Permit Eyes Integration Module with Patriot/CAMA

What need(s) are being addressed by this service or program:

Permitting Module to integrate with the building department into the our CAMA system pertaining to the Permit Eyes 20/20 E-Permit350ting Software Solution

Describe the benefits to the town of implementing the service/program:

Accurate building permits to assess valuation on completed constructions or renovation for new growth.

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

Click here to enter text.

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add't Funding Request	Total Request	
5390	Contracted Services	0	3500		3500	

Provide a narrative description that explains/justifies the additional funding request by line item:

Our present Database/CAMA in the integration of the Permit Eyes Program from the Building Department is directly connected to an extract of the Assessor's Database/CAMA is a cost for the integration module in Patriot's CAMA.



Patriot Properties, Inc.
123 Pleasant Street, Marblehead, MA 01945
Ph. (781) 586-9670 // Fax. (781) 586-9667
www.patriotproperties.com

Town of Fairhaven, MA
Delfino Garcia Principal Assessor
Ph: (508) 979-4023 Ext. 111
dgarcia@fairhaven-ma.gov

PROPOSAL

Date: 12/15/2020

Fiscal Year(s) 2022, 2023 and 2024 (504) Valuations:

- A. A total of (2) - 504 valuations will be included for each Fiscal Year.

General Conditions:

- A. Each (504) classification code will consist of equal weighting of the reported net book cost coupled with the replacement cost new less physical depreciation.

Compensation:

**Fifteen Thousand Dollars
\$15,000.00**

Level funded over (3) Fiscal Years:

FY2022 - \$5,000.00

FY2023 - \$5,000.00

FY2024 - \$5,000.00



Patriot Properties, Inc.
 123 Pleasant Street, Marblehead, MA 01945
 Ph: (781) 586-9670 // Fax: (781) 586-9667
 www.patriotproperties.com

Permitting Import Module - PROPOSAL

Town of Fairhaven, MA Delfino Garcia Principal Assessor Ph: (508) 979-4023 Ext. 111 dgarcia@fairhaven-ma.gov	Date: 12/15/2020 Jeff Leone (800) 527-9991 x2035 jeff@patriotproperties.com
--	--

PATRIOT Tech	Software / Services	Expiration	PO NUMBER
Dan Ducharme	Permitting Import Module Install/Setup	90 Days	

QTY	DESCRIPTION	Initial Cost	Annual
1	Permitting Import Module (Building Permits) - AP5	\$3,500.00	\$1,250.00
1	Installation and Set-up	Included	N/A
1	"Standard Permitting Import Format"	Included	N/A
	SUBTOTAL	\$3,500.00	\$1,250.00
	TOTAL	\$3,500.00	\$1,250.00

AP5 - Permitting Import Module - (Building Permits)

Note: Pricing based on the "Standard Permitting Import Format" (mapped 1 to 1)
Customizations will be quoted separately upon request.

The annual fee of **\$1,250.00** will be added to your next annual license and support fee.

Thank you for your business.

Approved by: _____ Date: _____



Patriot Properties, Inc.
123 Pleasant Street, Marblehead, MA 01945
Ph: (781) 586-9670 // Fax: (781) 586-9667
www.patriotproperties.com

Town of Fairhaven, MA
Delfino Garcia Principal Assessor
Ph: (508) 979-4023 Ext. 111
dgarcia@fairhaven-ma.gov

PROPOSAL

Date: 12/15/2020

Fiscal Year 2022 Certification:

- A. Patriot Properties will analyze and evaluate the data on those improved parcels located throughout the Town that sold in Calendar Years 2019, 2020 and 2021.
- B. Analyze all vacant land sales that occurred during calendar years 2019, 2020 and 2021.
- C. In the event that there are not enough valid land sales to help determine the value of land January 1, 2021, then the development of land residuals to conform to any Department of Revenue requirements will be provided.
- D. Analyze all available income and expense statements for the purpose of applying the income approach to the Commercial and Industrial properties. A minimum of two (2) approaches to value will be utilized on the Commercial and Industrial property where applicable.
- E. Analyze the Forms of List returned by the owners of the existing Taxable Personal Property and validate the information by reviewing the data in the Personal Property system. Patriot Properties will make the necessary changes to the tax base.
- F. All potentially new Taxable Personal Property accounts will be visited for determination of taxability status.
- G. All new Taxable Personal Property accounts discovered will be listed, priced and added to the tax base.
- H. All businesses determined to be exempt from taxation during the discovery program will also be entered into the Personal Property system for future reference.
- I. Field list, price and review all Taxable Personal Property accounts effective for January 1, 2020 that have not been visited in the previous four fiscal years.
- J. Analyze the Personal Property of taxable Residential second homes and adjust valuations in accordance with the Department of Revenue requirements.

- K. Review and adjust accordingly all land valuation schedules, neighborhood codes and land factors in accordance with the Department of Revenue land valuation regulations.
- L. Adjust all other value tables and depreciation tables as necessary. Prepare all documentation necessary to support and insure equitable assessments on all Real and Taxable Personal Property for fiscal year 2022.
- M. Field review for valuation consistency the improved Real Properties and adjust, where applicable, the following factors that affect property values: location, quality of construction, condition, depreciation and obvious physical changes.
- N. Generate all required spreadsheets, reports, or other documentation necessary to have the proposed assessments on all Real and Taxable Personal Property "Certified" by the Massachusetts Department of Revenue for the fiscal year 2022 "Certification".
- O. Meet with the Department of Revenue during the certification process.
- P. Complete all of the above on or before August 31, 2021.

Fiscal Years 2023 and 2024 Interim Year Valuation Adjustments:

- A. Analyze the Forms of List returned by the owners of the existing Taxable Personal Property and validate the information by reviewing the data in the Personal Property system. Patriot Properties will make the necessary changes to the tax base.
- B. All potentially new Taxable Personal Property accounts will be visited for determination of taxability status. (Includes data entry)
- C. All new Taxable Personal Property accounts discovered will be listed, priced and added to the tax base.
- D. All businesses determined to be exempt from taxation during the discovery program will also be entered into the Personal Property system for future reference.
- E. Analyze and evaluate the data on those parcels located throughout Fairhaven that have sold in the previous year. The sales history will be used to justify any necessary adjustments to the calculation tables.
- F. Analyze all available income and expense statements for the purpose of adjusting, if necessary, the income approach on all Commercial and Industrial Properties where applicable.

- G. Adjust all value tables, depreciation tables, land tables, and any other requirements of the system necessary to complete the LA-15 report and the supporting documentation. All work will be in full compliance with the Massachusetts Department of Revenue regulations for an "Interim Year" valuation adjustment on all Real and Personal Property for fiscal years 2023, and 2024.
- H. Assist the Assessors office with the LA-4 and LA-13 reports to be submitted to the Department of Revenue.
- I. Complete all of the above on or before August 31 of each fiscal year.

General Conditions:

- A. The Assessors office will be responsible for all data entry changes to the real property record database during the length of the project.
- B. The Assessors office will be responsible for all building permits
- C. Any property with a (504) classification code will be net book plus (CWIP) construction work in progress. Solar Fields and Wind Turbines are not included, estimates for additional work will be provided upon request.

Compensation:

**Eighty-Four Thousand Dollars
\$84,000.00**

Level funded over (3) fiscal years:

Fiscal Year 2022 - **\$28,000.00**

Fiscal Year 2023 - **\$28,000.00**

Fiscal Year 2024 - **\$28,000.00**

Department Name:		ASSESSOR'S																					
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation					
Garcia	Delfino	Principal Assessor	7/1/2013	8	NU	18	5	\$39.10		\$0.00	\$81,641	7/1/2021	\$0.00	\$400	\$0	\$0		\$82,041					
Perry	Melody	Principal Office Assistant	6/24/1998	23	C	B	6	\$23.09	35	\$42,185.43		6/24/2022	\$27.00	\$1,150	\$400	\$0	\$0	\$43,762					
Corraia	Joanne	Principal Office Assistant	12/4/2017	4	C	B	4	\$20.95	35	\$38,275.65		12/4/2021	\$725.00	\$0	\$400	\$0	\$0	\$39,401					
Manzone	Ronnie	Board of Assessor	2/1/2010	11		B		\$0.00		\$0.00	\$7,137							\$7,137					
Davis	Pamela	Board of Assessor	5/18/2009	12				\$0.00		\$0.00	\$7,137							\$7,137					
Withington	Ellis	Board of Assessor	10/1/2010	11				\$0.00		\$0.00	\$7,137							\$7,137					
Totals										\$80,461	\$103,052		\$752	\$1,550	\$800	\$0	\$0	\$186,615					

Stipends

Notes: If a column does not apply to the employee leave blank
(1) If the position is currently vacant, type "vacant" in this column
(2) Years of Service as of July 1, 2021
(3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
(4) As of July 1, 2021
(5) For employees who are paid by the hour (not salary)
(6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
(7) Annual Salary for employees who are paid salary (not by the hour)
(8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
(9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
(10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
(11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
(12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
(13) As provided for in Police and Fire Contracts
(14) As provided for in Police, Dispatchers and Fire Contracts
(15) As provided for in the Police and Dispatchers Contracts
(16) As provided for in the Police and Fire Contracts
(17) As provided for in the Fire, Dispatchers and Police Contracts
(18) In the Comments Box, please explain the amount included in this box providing the basis or reason for the

Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0533	TOWN HALL						
001-192-00-5100-00-0533	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-192-00-5111-00-0533	REGULAR PAY	41,352.31	46,058.00	23,976.36	44,528.00	44,528.00	0.00
001-192-00-5131-00-0533	OVER-TIME PAY	2,065.90	4,056.00	80.55	3,500.00	3,500.00	0.00
	SALARY & WAGES	43,418.21	50,114.00	24,056.91	48,028.00	48,028.00	0.00
	TOTAL - SALARY & WAGES	43,418.21	50,114.00	24,056.91	48,028.00	48,028.00	0.00
001-192-00-5200-00-0533	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-192-00-5244-00-0533	REPAIR & MAINT.-BUILDING	43,678.20	15,600.00	4,275.62	15,600.00	15,600.00	0.00
001-192-00-5245-00-0533	REPAIR & MAINT.-EQUIP.	2,358.86	2,450.00	1,160.99	2,450.00	2,450.00	0.00
001-192-00-5341-00-0533	TELEPHONE	7,541.46	6,630.00	3,653.63	6,630.00	6,630.00	0.00
001-192-00-5344-00-0533	TELEMETRY & ALARMS	720.00	720.00	0.00	720.00	720.00	0.00
001-192-00-5390-00-0533	CONTRACTED SERVICES	4,153.30	4,200.00	4,230.00	4,200.00	4,200.00	0.00
	PURCHASE OF SERVICES	58,451.82	29,600.00	13,320.24	29,600.00	29,600.00	0.00
001-192-00-5212-00-0533	ELECTRICITY	18,248.54	13,000.00	8,166.90	13,000.00	12,000.00	0.00
001-192-00-5220-00-0533	FUEL OIL	12,847.53	14,450.00	4,499.73	14,450.00	14,450.00	0.00
	UTILITIES	31,096.07	27,450.00	12,666.63	27,450.00	26,450.00	0.00
001-192-00-5400-00-0533	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-192-00-5431-00-0533	BUILDING MAINT.SUPPLIES	2,793.83	3,265.00	2,331.27	3,265.00	3,265.00	0.00
	SUPPLIES	2,793.83	3,265.00	2,331.27	3,265.00	3,265.00	0.00
001-192-00-5712-00-0533	MILEAGE	321.50	125.00	0.00	200.00	200.00	0.00
	OTHER CHARGES	321.50	125.00	0.00	200.00	200.00	0.00
	TOTAL - OPERATING EXPENSES	92,663.22	60,440.00	28,318.14	60,515.00	59,515.00	0.00
	TOWN HALL	136,081.43	110,554.00	52,375.05	108,543.00	107,543.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 192 TOWN HALL					
Account Number: 001-192-00-5100-00-0533					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-192-00-5111-00-0533					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Town Hall regular pay		07/01/2021		44,528.00	
	1 Amount(s):			44,528.00	
Account Number: 001-192-00-5131-00-0533					
Name: OVER-TIME PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Town Hall overtime pay		07/01/2021		3,500.00	
	1 Amount(s):			3,500.00	
Account Number: 001-192-00-5200-00-0533					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-192-00-5212-00-0533					
Name: ELECTRICITY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Cost for Electricity-Town Hall including Revolution Energy payments-Solar		07/01/2021		13,000.00	
	1 Amount(s):			13,000.00	
Account Number: 001-192-00-5220-00-0533					
Name: FUEL OIL					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Cost to heat the Town Hall		07/01/2021		14,450.00	
	1 Amount(s):			14,450.00	
Account Number: 001-192-00-5244-00-0533					
Name: REPAIR & MAINT.-BUILDING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Costs to maintain Town Hall Repairing & Upkeep		07/01/2021		15,600.00	
	1 Amount(s):			15,600.00	
Account Number: 001-192-00-5245-00-0533					
Name: REPAIR & MAINT.-EQUIP.					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Repair of Equipment for the Town Hall		07/01/2021		2,450.00	
	1 Amount(s):			2,450.00	
Account Number: 001-192-00-5341-00-0533					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Telephone Billings for Town Hall		07/01/2021		6,630.00	
	1 Amount(s):			6,630.00	
Account Number: 001-192-00-5344-00-0533					
Name: TELEMETRY & ALARMS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Cost to Alarm Town Hall (Alarm System) Fhvn. Alarm		07/01/2021		720.00	
	1 Amount(s):			720.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 192 TOWN HALL					
Account Number:	001-192-00-5390-00-0533		2020	4,200.00	-4,127.45
Name:	CONTRACTED SERVICES		2021	4,200.00	-4,230.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	To pay contracts for Verizon(Elevator phone line) S. Shore Generator	07/01/2021		4,200.00	
	Delta Beckwith Elevator				
	1 Amount(s):			4,200.00	
Account Number:	001-192-00-5400-00-0533				
Name:	SUPPLIES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-192-00-5431-00-0533		2020	3,265.00	-2,721.22
Name:	BUILDING MAINT.SUPPLIES		2021	3,265.00	-2,248.10
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Supplies for Town Hall (misc. vendors)	07/01/2021		3,265.00	
	1 Amount(s):			3,265.00	
Account Number:	001-192-00-5712-00-0533		2020	236.30	-235.18
Name:	MILEAGE		2021	125.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Payment for custodian mileage use(Misc.trips to supply vendors	07/01/2021		200.00	
	Rogers/Oxford sch. Amerian Legion maint. Town voting locations ect.				
	1 Amount(s):			200.00	
14 Account(s) for Department 192:			2020	112,440.00	-85,660.83
			2021	110,554.00	-48,810.89
			Level 1	108,543.00	

Department Name:		Town Hall Custodian 001-192-00-5111-00-0533																
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service (2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity (10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation
Fournier	Kevin	Town Hall Custodian			NU	8	3	\$19.70	40.0	\$41,134		9/19/2021	\$823		\$400			\$42,357
Part- Time Custodian		Custodian- part time			NU	8	9	\$22.85	19.0	\$2,171								\$2,171
Overtime					NU				40.0	\$0							\$3,500	\$3,500
Totals										\$43,304	\$0		\$823	\$0	\$400	\$0	\$3,500	\$48,028
<p>Notes: if a column does not apply to the employee leave blank</p> <p>(1) If the position is currently vacant, type "vacant" in this column</p> <p>(2) Years of Service as of July 1, 2021</p> <p>(3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.</p> <p>(4) As of July 1, 2021</p> <p>(5) For employees who are paid by the hour (not salary)</p> <p>(6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)</p> <p>(7) Annual Salary for employees who are paid salary (not by the hour)</p> <p>(8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column</p> <p>(9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.</p> <p>(10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.</p> <p>(11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.</p> <p>(12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.</p> <p>(13) As provided for in Police and Fire Contracts</p> <p>(14) As provided for in Police, Dispatchers and Fire Contracts</p> <p>(15) As provided for in the Police and Dispatchers Contracts</p> <p>(16) As provided for in the Police and Fire Contracts</p> <p>(17) As provided for in the Fire, Dispatchers and Police Contracts</p>																		
<p>Part time Custodian is to fill in on the days off and for unexpected events</p> <p>Other (18) is for Town Hall events- unexepected issues - snow, auditorium, Rogers/Oxford School. COVID cleaning</p>																		

Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0540	TOWN MEETING						
001-113-00-5100-00-0540	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-113-00-5111-00-0540	REGULAR PAY	200.00	1,088.00	145.87	1,088.00	400.00	0.00
	SALARY & WAGES	200.00	1,088.00	145.87	1,088.00	400.00	0.00
	TOTAL - SALARY & WAGES	200.00	1,088.00	145.87	1,088.00	400.00	0.00
001-113-00-5200-00-0540	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-113-00-5272-00-0540	EQUIPMENT RENTAL	707.50	1,500.00	0.00	1,500.00	1,500.00	0.00
001-113-00-5303-00-0540	ADVERTISING	154.00	1,100.00	0.00	1,100.00	1,100.00	0.00
001-113-00-5342-00-0540	POSTAGE	106.58	400.00	110.33	400.00	400.00	0.00
	PURCHASE OF SERVICES	968.08	3,000.00	110.33	3,000.00	3,000.00	0.00
001-113-00-5400-00-0540	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-113-00-5422-00-0540	PREPRINTED FORMS	994.00	1,400.00	2,551.00	1,400.00	1,400.00	0.00
	SUPPLIES	994.00	1,400.00	2,551.00	1,400.00	1,400.00	0.00
	TOTAL - OPERATING EXPENSES	1,962.08	4,400.00	2,661.33	4,400.00	4,400.00	0.00
	TOWN MEETING	2,162.08	5,488.00	2,807.20	5,488.00	4,800.00	0.00

Account #	Header	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 F	Amend BOS
0201		FINANCE COMMITTEE							
001-131-00-5200-00-0201		PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-131-00-5342-00-0201		POSTAGE	0.00	200.00	0.00	200.00	200.00		0.00
		PURCHASE OF SERVICES	0.00	200.00	0.00	200.00	200.00		0.00
001-131-00-5400-00-0201		SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-131-00-5422-00-0201		PREPRINTED FORMS	0.00	2,670.00	0.00	2,670.00	2,670.00		0.00
		SUPPLIES	0.00	2,670.00	0.00	2,670.00	2,670.00		0.00
001-131-00-5700-00-0201		OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00		0.00
001-131-00-5731-00-0201		DUES PROF.GATHERINGS	245.00	475.00	0.00	475.00	475.00		0.00
		OTHER CHARGES	245.00	475.00	0.00	475.00	475.00		0.00
		TOTAL - OPERATING EXPENSES	245.00	3,345.00	0.00	3,345.00	3,345.00		0.00
		FINANCE COMMITTEE	245.00	3,345.00	0.00	3,345.00	3,345.00		0.00

Account #	ber	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Requested	Recommend BOS
0417		RESERVE FUND							
001-131-01-5780-00-0417		RESERVE FUND TRANSFERS	0.00	75,000.00	0.00	100,000.00	75,000.00	100,000.00	0.00
		OTHER CHARGES	0.00	75,000.00	0.00	100,000.00	75,000.00	100,000.00	0.00
		TOTAL - OPERATING EXPENSES	0.00	75,000.00	0.00	100,000.00	75,000.00	100,000.00	0.00
		RESERVE FUND	0.00	75,000.00	0.00	100,000.00	75,000.00	100,000.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 113 TOWN MEETING					
Account Number: 001-113-00-5100-00-0540					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-113-00-5111-00-0540					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		1,088.00	-200.00
		2021		1,088.00	-145.87
		07/01/2021		1,088.00	
	1 Amount(s):			1,088.00	
Account Number: 001-113-00-5200-00-0540					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-113-00-5272-00-0540					
Name: EQUIPMENT RENTAL					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
To pay for equipment for sound/video at Town Meetings		2020		1,500.00	-707.50
		2021		1,500.00	0.00
		07/01/2021		1,500.00	
	1 Amount(s):			1,500.00	
Account Number: 001-113-00-5303-00-0540					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		1,100.00	-154.00
		2021		1,100.00	0.00
		07/01/2021		1,100.00	
	1 Amount(s):			1,100.00	
Account Number: 001-113-00-5342-00-0540					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Mailing out Booklets & Warrants posters etc-Town Meetings		2020		400.00	-106.58
		2021		400.00	-110.33
		07/01/2021		400.00	
	1 Amount(s):			400.00	
Account Number: 001-113-00-5400-00-0540					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-113-00-5422-00-0540					
Name: PREPRINTED FORMS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
To pay for printing of warrant/booklets to low bidder printing company		2020		1,400.00	-994.00
		2021		1,400.00	-2,551.00
		07/01/2021		1,400.00	
	1 Amount(s):			1,400.00	
8 Account(s) for Department 113:					
		2020		5,488.00	-2,162.08
		2021		5,488.00	-2,807.20
		Level 1		5,488.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 131 FINANCE COMMITTEE					
Account Number: 001-131-00-5200-00-0201					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-131-00-5342-00-0201					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
mailing of FinCom booklets for Town meeting		07/01/2021		200.00	
	1 Amount(s):			200.00	
Account Number: 001-131-00-5400-00-0201					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-131-00-5422-00-0201					
Name: PREPRINTED FORMS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
FinCom booklets warrants and motions		07/01/2021		2,670.00	
	1 Amount(s):			2,670.00	
Account Number: 001-131-00-5700-00-0201					
Name: OTHER CHARGES & EXPENSES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-131-00-5731-00-0201					
Name: DUES PROF.GATHERINGS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
yearly dues		07/01/2021		475.00	
	1 Amount(s):			475.00	
Account Number: 001-131-01-5780-00-0417					
Name: RESERVE FUND TRANSFERS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		100,000.00	
	1 Amount(s):			100,000.00	
Account Number: 025-131-01-5780-00-0772					
Name: WATER RESERVE FUND TRANSFER					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		50,000.00	
	1 Amount(s):			50,000.00	
Account Number: 029-131-01-5780-00-0773					
Name: SEWER RES FD TRANSFER					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		50,000.00	
	1 Amount(s):			50,000.00	
9 Account(s) for Department 131:					
		2020		132,914.85	-245.00
		2021		178,345.00	0.00
		Level 1		203,345.00	

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Amend BOS
0380	PLANNING BOARD							
001-175-00-5111-00-0380	REGULAR PAY	2,883.59	3,206.00	1,085.23	3,200.00	3,200.00		0.00
	SALARY & WAGES	2,883.59	3,206.00	1,085.23	3,200.00	3,200.00		0.00
	TOTAL - SALARY & WAGES	2,883.59	3,206.00	1,085.23	3,200.00	3,200.00		0.00
001-175-00-5200-00-0380	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-175-00-5303-00-0380	ADVERTISING	1,558.40	400.00	0.00	400.00	400.00		0.00
001-175-00-5306-00-0380	PROFESSIONAL SERVICES	0.00	800.00	0.00	800.00	800.00		0.00
001-175-00-5342-00-0380	POSTAGE	488.50	300.00	0.00	300.00	300.00		0.00
	PURCHASE OF SERVICES	2,046.90	1,500.00	0.00	1,500.00	1,500.00		0.00
001-175-00-5400-00-0380	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-175-00-5420-00-0380	OFFICE SUPPLIES	924.46	1,250.00	0.00	1,250.00	1,250.00		0.00
001-175-00-5422-00-0380	PREPRINTED FORMS	79.00	200.00	0.00	200.00	200.00		0.00
	SUPPLIES	1,003.46	1,450.00	0.00	1,450.00	1,450.00		0.00
001-175-00-5700-00-0380	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00		0.00
001-175-00-5711-00-0380	MILEAGE & CAR ALLOWANCE	0.00	310.00	0.00	310.00	310.00		0.00
001-175-00-5731-00-0380	DUES PROF.GATHERINGS	0.00	730.00	0.00	730.00	730.00		0.00
	OTHER CHARGES	0.00	1,040.00	0.00	1,040.00	1,040.00		0.00
	TOTAL - OPERATING EXPENSES	3,050.36	3,990.00	0.00	3,990.00	3,990.00		0.00
	PLANNING BOARD	5,933.95	7,196.00	1,085.23	7,190.00	7,190.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	2	FY22 Recommended Admin	Fiscal Year	Allocated	Expended
Department: 175 PLANNING BOARD					
Account Number:	001-175-00-5111-00-0380		2020	3,200.00	-2,883.59
Name:	REGULAR PAY		2021	3,206.00	-1,085.23
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	3,200.00	
		1 Amount(s):		3,200.00	
<hr/>					
Account Number:	001-175-00-5200-00-0380				
Name:	PURCHASE OF SERVICES				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
<hr/>					
Account Number:	001-175-00-5303-00-0380		2020	772.40	-1,378.40
Name:	ADVERTISING		2021	400.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	400.00	
		1 Amount(s):		400.00	
<hr/>					
Account Number:	001-175-00-5306-00-0380		2020	800.00	0.00
Name:	PROFESSIONAL SERVICES		2021	800.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	800.00	
		1 Amount(s):		800.00	
<hr/>					
Account Number:	001-175-00-5342-00-0380		2020	300.00	-488.50
Name:	POSTAGE		2021	300.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	300.00	
		1 Amount(s):		300.00	
<hr/>					
Account Number:	001-175-00-5400-00-0380				
Name:	SUPPLIES				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
<hr/>					
Account Number:	001-175-00-5420-00-0380		2020	1,210.00	-404.33
Name:	OFFICE SUPPLIES		2021	1,250.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	1,250.00	
		1 Amount(s):		1,250.00	
<hr/>					
Account Number:	001-175-00-5422-00-0380		2020	200.00	-79.00
Name:	PREPRINTED FORMS		2021	200.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	200.00	
		1 Amount(s):		200.00	
<hr/>					
Account Number:	001-175-00-5700-00-0380				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
<hr/>					
Account Number:	001-175-00-5711-00-0380		2020	310.00	0.00
Name:	MILEAGE & CAR ALLOWANCE		2021	310.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	310.00	
		1 Amount(s):		310.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	2	FY22 Recommended Admin	Fiscal Year	Allocated	Expended
Department: 175 PLANNING BOARD					
Account Number:	001-175-00-5731-00-0380		2020	397.60	0.00
Name:	DUES PROF.GATHERINGS		2021	730.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		730.00	
	1 Amount(s):			730.00	
Account Number:	001-175-01-5100-00-0379				
Name:	PERSONAL SERVICES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-175-01-5111-00-0379		2020	113,027.00	-110,043.69
Name:	REGULAR PAY		2021	118,128.00	-62,460.88
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		121,462.00	
	1 Amount(s):			121,462.00	
Account Number:	001-175-01-5200-00-0379				
Name:	PURCHASE OF SERVICES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-175-01-5303-00-0379		2020	200.00	0.00
Name:	ADVERTISING		2021	200.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		200.00	
	1 Amount(s):			200.00	
Account Number:	001-175-01-5341-00-0379		2020	300.00	-300.00
Name:	TELEPHONE		2021	300.00	-75.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		300.00	
	1 Amount(s):			300.00	
Account Number:	001-175-01-5342-00-0379		2020	200.00	-23.25
Name:	POSTAGE		2021	200.00	-3.20
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		200.00	
	1 Amount(s):			200.00	
Account Number:	001-175-01-5390-00-0379		2020	8,700.00	-3,412.50
Name:	CONTRACTED SERVICES		2021	8,202.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
GIS-1500 & Grants 7200		07/01/2021		4,000.00	
	1 Amount(s):			4,000.00	
Account Number:	001-175-01-5400-00-0379				
Name:	SUPPLIES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-175-01-5420-00-0379		2020	2,025.00	-739.65
Name:	OFFICE SUPPLIES		2021	400.00	-191.66
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		400.00	
	1 Amount(s):			400.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	2	FY22 Recommended Admin	Fiscal Year	Allocated	Expended
Department: 175 PLANNING BOARD					
Account Number:	001-175-01-5672-00-0379		2020	2,974.00	-2,973.33
Name:	SPREDD		2021	3,048.00	-3,047.62
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		3,000.00	
	1 Amount(s):			3,000.00	
Account Number:	001-175-01-5700-00-0379				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Sub/Books-2000 Mileage-1150 SRPEDD FEE-3100	07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-175-01-5712-00-0379		2020	1,250.00	-890.71
Name:	MILEAGE & CAR ALLOWANCE		2021	1,250.00	-116.73
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		1,250.00	
	1 Amount(s):			1,250.00	
Account Number:	001-175-01-5731-00-0379		2020	1,150.00	-1,396.32
Name:	DUES PROF. GATHERINGS		2021	2,000.00	-656.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		2,000.00	
	1 Amount(s):			2,000.00	
Account Number:	001-175-02-5111-00-1240		2020	0.00	-251.52
Name:	ECONOMIC & DEVELOP COMM		2021	0.00	-575.19
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-175-02-5201-00-1240		2020	8,000.00	0.00
Name:	ECONOMIC & DEVELOP COMM		2021	8,000.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		8,000.00	
	1 Amount(s):			8,000.00	
26 Account(s) for Department 175:			2020	145,016.00	-125,264.79
			2021	148,924.00	-68,211.51
			Level 2	148,002.00	

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R/	Recommend BOS
0379	PLAN/ECON DEVELOPMENT							
001-175-01-5100-00-0379	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-175-01-5111-00-0379	REGULAR PAY	110,043.69	118,128.00	62,460.88	121,462.00	121,462.00		0.00
	SALARY & WAGES	110,043.69	118,128.00	62,460.88	121,462.00	121,462.00		0.00
	TOTAL - SALARY & WAGES	110,043.69	118,128.00	62,460.88	121,462.00	121,462.00		0.00
001-175-01-5200-00-0379	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-175-01-5303-00-0379	ADVERTISING	0.00	200.00	0.00	200.00	200.00		0.00
001-175-01-5341-00-0379	TELEPHONE	350.00	300.00	75.00	300.00	300.00		0.00
001-175-01-5342-00-0379	POSTAGE	23.25	200.00	3.20	200.00	200.00		0.00
001-175-01-5390-00-0379	CONTRACTED SERVICES	3,412.50	8,202.00	0.00	8,700.00	4,000.00		0.00
	PURCHASE OF SERVICES	3,785.75	8,902.00	78.20	9,400.00	4,700.00		0.00
001-175-01-5400-00-0379	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-175-01-5420-00-0379	OFFICE SUPPLIES	748.23	400.00	191.66	1,025.00	400.00		0.00
	SUPPLIES	748.23	400.00	191.66	1,025.00	400.00		0.00
001-175-01-5672-00-0379	SPREDD	2,973.33	3,048.00	3,047.62	3,000.00	3,000.00		0.00
	INTERGOVERNMENTAL	2,973.33	3,048.00	3,047.62	3,000.00	3,000.00		0.00
001-175-01-5700-00-0379	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	6,250.00	0.00		0.00
001-175-01-5712-00-0379	MILEAGE & CAR ALLOWANCE	1,065.82	1,250.00	116.73	1,250.00	1,250.00		0.00
001-175-01-5731-00-0379	DUES PROF. GATHERINGS	1,396.32	2,000.00	656.00	2,000.00	2,000.00		0.00
	OTHER CHARGES	2,462.14	3,250.00	772.73	9,500.00	3,250.00		0.00
	TOTAL - OPERATING EXPENSES	9,969.45	15,600.00	4,090.21	22,925.00	11,350.00		0.00
	PLAN/ECON DEVELOPMENT	120,013.14	133,728.00	66,551.09	144,387.00	132,812.00		0.00

Department Name:	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Correct			Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation
						Grade	Step (4)	Hourly Wage (5)									
	Paul	Director	4/23/2019	2	NU	19	6	\$45.06	40.0	\$94,085	04/23/22	\$452	\$400				\$94,937
	Marie	Adm Assistant	3/31/2014	7	NU	10	9	\$26.15	19.0	\$25,936	07/01/21		\$189	\$400			\$26,525
Totals										\$94,085		\$452	\$189	\$800	\$0	\$0	\$121,462

804

Stipends

- Notes: if a column does not apply to the employee leave blank**
- (1) If the position is currently vacant, type "vacant" in this column
 - (2) Years of Service as of July 1, 2021
 - (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
 - (4) As of July 1, 2021
 - (5) For employees who are paid by the hour (not salary)
 - (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
 - (7) Annual Salary for employees who are paid salary (not by the hour)
 - (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
 - (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
 - (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
 - (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
 - (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
 - (13) As provided for in Police and Fire Contracts
 - (14) As provided for in Police, Dispatchers and Fire Contracts
 - (15) As provided for in the Police and Dispatchers Contracts
 - (16) As provided for in the Police and Fire Contracts
 - (17) As provided for in the Fire, Dispatchers and Police Contracts

Account N	Account Name	FY20 Exp.	F	3ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rr	ymend BOS
1240	ECON & DEVEL COMM								
001-175-02-5111-00-1240	ECONOMIC & DEVELOP COMM	251.52	0.00	0.00	575.19	0.00	0.00		0.00
	SALARY & WAGES	251.52	0.00	0.00	575.19	0.00	0.00		0.00
	TOTAL - SALARY & WAGES	251.52	0.00	0.00	575.19	0.00	0.00		0.00
001-175-02-5201-00-1240	ECONOMIC & DEVELOP COMM	718.12	8,000.00	8,000.00	0.00	8,000.00	8,000.00		0.00
	PURCHASE OF SERVICES	718.12	8,000.00	8,000.00	0.00	8,000.00	8,000.00		0.00
	TOTAL - OPERATING EXPENSES	718.12	8,000.00	8,000.00	0.00	8,000.00	8,000.00		0.00
	ECON & DEVEL COMM	969.64	8,000.00	8,000.00	575.19	8,000.00	8,000.00		0.00

Account N	ar	Account Name	FY20 Exp.	F	%ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rr	mend BOS
0049		BOARD OF APPEALS								
001-176-00-5100-00-0049		PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00		0.00
001-176-00-5111-00-0049		REGULAR PAY	1,216.55	5,291.00	649.91	2,153.00	2,153.00	2,153.00		0.00
		SALARY & WAGES	1,216.55	5,291.00	649.91	2,153.00	2,153.00	2,153.00		0.00
		TOTAL - SALARY & WAGES	1,216.55	5,291.00	649.91	2,153.00	2,153.00	2,153.00		0.00
001-176-00-5200-00-0049		PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00		0.00
001-176-00-5303-00-0049		ADVERTISING	1,235.00	2,000.00	870.00	2,000.00	1,828.00	1,828.00		0.00
001-176-00-5342-00-0049		POSTAGE	969.40	1,400.00	319.45	1,400.00	1,300.00	1,300.00		0.00
		PURCHASE OF SERVICES	2,204.40	3,400.00	1,189.45	3,400.00	3,128.00	3,128.00		0.00
001-176-00-5400-00-0049		SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00		0.00
001-176-00-5420-00-0049		OFFICE SUPPLIES	335.23	500.00	299.72	500.00	400.00	400.00		0.00
		SUPPLIES	335.23	500.00	299.72	500.00	400.00	400.00		0.00
		TOTAL - OPERATING EXPENSES	2,539.63	3,900.00	1,489.17	3,900.00	3,528.00	3,528.00		0.00
		BOARD OF APPEALS	3,756.18	9,191.00	2,139.08	6,053.00	5,681.00	5,681.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 176 BOARD OF APPEALS					
Account Number: 001-176-00-5100-00-0049					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-176-00-5111-00-0049					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		2,513.00	-1,216.55
		2021		5,291.00	-606.11
		07/01/2021		2,153.00	
	1 Amount(s):			2,153.00	
Account Number: 001-176-00-5200-00-0049					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-176-00-5303-00-0049					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
advertising for meetings - 2 week notice required		2020		2,000.00	-1,235.00
		2021		2,000.00	-870.00
		07/01/2021		2,000.00	
	1 Amount(s):			2,000.00	
Account Number: 001-176-00-5342-00-0049					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Mailings-Postcards for Abutters		2020		1,700.00	-969.40
		2021		1,400.00	-256.80
		07/01/2021		1,400.00	
	1 Amount(s):			1,400.00	
Account Number: 001-176-00-5400-00-0049					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-176-00-5420-00-0049					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Ink-Labels-Paper for Postcards		2020		400.00	-335.23
		2021		500.00	-251.30
		07/01/2021		500.00	
	1 Amount(s):			500.00	
7 Account(s) for Department 176:					
		2020		6,613.00	-3,756.18
		2021		9,191.00	-1,984.21
		Level 1		6,053.00	

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Amend BOS
0326	LEGAL SERVICES							
001-151-00-5302-00-0326	LEGAL SERVICE	168,904.79	170,000.00	98,189.27	170,000.00	170,000.00		0.00
	PURCHASE OF SERVICES	168,904.79	170,000.00	98,189.27	170,000.00	170,000.00		0.00
	TOTAL - OPERATING EXPENSES	168,904.79	170,000.00	98,189.27	170,000.00	170,000.00		0.00
	LEGAL SERVICES	168,904.79	170,000.00	98,189.27	170,000.00	170,000.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1 FY22 Request	Fiscal Year	Allocated	Expended
Department: 151 LEGAL SERVICES			
Account Number: 001-151-00-5302-00-0326	2020	170,000.00	-160,908.44
Name: LEGAL SERVICE	2021	170,000.00	-84,465.52
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
To pay for legal council for the Town of Fairhaven	07/01/2021	170,000.00	
	1 Amount(s):	170,000.00	
1 Account(s) for Department 151:			
	2020	170,000.00	-160,908.44
	2021	170,000.00	-84,465.52
	Level 1	170,000.00	

Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0106	CONSERVATION/SUSTAINABILITY OFFICE						
001-171-00-5100-00-0106	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-171-00-5111-00-0106	REGULAR PAY	75,596.31	79,166.00	42,990.33	117,191.00	79,295.00	0.00
	SALARY & WAGES	75,596.31	79,166.00	42,990.33	117,191.00	79,295.00	0.00
	TOTAL - SALARY & WAGES	75,596.31	79,166.00	42,990.33	117,191.00	79,295.00	0.00
001-171-00-5200-00-0106	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-171-00-5303-00-0106	ADVERTISING	2,120.00	2,000.00	970.00	2,000.00	2,000.00	0.00
001-171-00-5316-00-0106	TRAINING	150.00	1,000.00	0.00	1,000.00	1,000.00	0.00
001-171-00-5342-00-0106	POSTAGE	481.65	1,000.00	415.85	1,000.00	1,000.00	0.00
001-171-00-5390-00-0106	CONTRACTED SERVICES	655.00	2,500.00	415.00	2,500.00	2,500.00	0.00
	PURCHASE OF SERVICES	3,406.65	6,500.00	1,800.85	6,500.00	6,500.00	0.00
001-171-00-5400-00-0106	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-171-00-5420-00-0106	OFFICE SUPPLIES	911.41	520.00	0.00	1,020.00	520.00	0.00
001-171-00-5432-00-0106	SUPPLIES	65.29	500.00	0.00	500.00	250.00	0.00
001-171-00-5520-00-0106	BOOKS & SUBSCRIPTIONS	223.81	300.00	3.13	300.00	150.00	0.00
001-171-00-5582-00-0106	UNIFORMS	132.50	200.00	0.00	380.00	130.00	0.00
	SUPPLIES	1,333.01	1,520.00	3.13	2,200.00	1,050.00	0.00
001-171-00-5712-00-0106	MILEAGE	693.82	1,263.00	257.03	1,263.00	1,063.00	0.00
001-171-00-5731-00-0106	DUES PROF GATHERINGS	1,052.00	1,582.00	513.00	2,666.00	1,711.00	0.00
	OTHER CHARGES	1,745.82	2,845.00	770.03	3,929.00	2,774.00	0.00
001-171-00-5850-00-0106	NEW EQUIPMENT	0.00	0.00	0.00	10,430.00	0.00	0.00
	MINOR EQUIPMENT	0.00	0.00	0.00	10,430.00	0.00	0.00
	TOTAL - OPERATING EXPENSES	6,485.48	10,865.00	2,574.01	23,059.00	10,324.00	0.00
	CONSERVATION/SUSTAINABILITY OFFICE	82,081.79	90,031.00	45,564.34	140,250.00	89,619.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 171 CONSERVATION COMM					
Account Number: 001-171-00-5100-00-0106					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-171-00-5111-00-0106					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Step increase stipend for MACC Fundamentals Certificate addition of full-time administrative assistant (see budget attachments)		07/01/2021		117,191.00	
	1 Amount(s):			117,191.00	
Account Number: 001-171-00-5200-00-0106					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-171-00-5303-00-0106					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
no changes		07/01/2021		2,000.00	
	1 Amount(s):			2,000.00	
Account Number: 001-171-00-5316-00-0106					
Name: TRAINING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
No changes from FY21		07/01/2021		1,000.00	
	1 Amount(s):			1,000.00	
Account Number: 001-171-00-5342-00-0106					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
No changes from FY21		07/01/2021		1,000.00	
	1 Amount(s):			1,000.00	
Account Number: 001-171-00-5390-00-0106					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
No changes from FY21		07/01/2021		2,500.00	
	1 Amount(s):			2,500.00	
Account Number: 001-171-00-5400-00-0106					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-171-00-5420-00-0106					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Return to level funding pre-pandemic		07/01/2021		1,020.00	
	1 Amount(s):			1,020.00	
Account Number: 001-171-00-5432-00-0106					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
No changes from FY21		07/01/2021		500.00	
	1 Amount(s):			500.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 171 CONSERVATION COMM				
Account Number: 001-171-00-5520-00-0106		2020	300.00	-223.81
Name: BOOKS & SUBSCRIPTIONS		2021	300.00	-3.13
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
No changes from FY21		07/01/2021	300.00	
	1 Amount(s):		300.00	
<hr/>				
Account Number: 001-171-00-5582-00-0106		2020	380.00	-132.50
Name: UNIFORMS		2021	200.00	0.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
Return to level funding pre-pandemic.		07/01/2021	380.00	
	1 Amount(s):		380.00	
<hr/>				
Account Number: 001-171-00-5712-00-0106		2020	723.00	-693.82
Name: MILEAGE		2021	1,263.00	-257.03
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
No changes from FY21		07/01/2021	1,263.00	
	1 Amount(s):		1,263.00	
<hr/>				
Account Number: 001-171-00-5731-00-0106		2020	1,807.00	-1,052.00
Name: DUES PROF GATHERINGS		2021	1,582.00	-513.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
inclusion of more courses seminars memberships (see budget attachments)		07/01/2021	2,666.00	
	1 Amount(s):		2,666.00	
<hr/>				
Account Number: 001-171-00-5850-00-0106				
Name: NEW EQUIPMENT				
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
Online permitting software (see budget attachments)		07/01/2021	10,430.00	
	1 Amount(s):		10,430.00	
<hr/>				
15 Account(s) for Department 171:		2020	85,336.00	-82,081.79
		2021	90,031.00	-42,639.84
		Level 1	140,250.00	



TOWN OF FAIRHAVEN, MASSACHUSETTS

CONSERVATION AND SUSTAINABILITY DEPARTMENT

Town Hall · 40 Center Street · Fairhaven, MA 02719
Telephone: (508) 979-4023, ext. 128 · Fax: (508) 979-4079

Mr. Mark Rees
Town Administrator

RE: Budget Transmittal Letter

I look forward to further developing the Conservation and Sustainability Department over the coming year, supported by the Conservation Commission, Sustainability Committee, Town Administration and other Departments.

I have provided a review by line item, explaining the recommendations I have requested.

Regular Pay: In this budget, I am proposing an increase of \$38,014.44 from FY21 due to a step increase and a stipend associated with the Massachusetts Association of Conservation Commissions Fundamentals Certificate for the Conservation Agent/Sustainability and the addition of a full-time Administrative Assistant. A full-time Administrative Assistant would improve public service in the following ways: facilitate the issuance of Conservation permits in a timely manner, introduce faster response time in verifying the completeness of Conservation permit applications, introduce more efficient response time to records requests, and provide the opportunity for better educational outreach to the public. Additionally, with the Conservation Agent/Sustainability Coordinator able to delegate administrative duties, the Department will better be able to apply for additional and manage current grants in alignment with the Board of Selectmen's FY21 Policy Goal #4A, supervise ongoing Conservation projects, research and implement FEMA's Community Rating System in alignment with Mitigation Action #2 of the Hazard Mitigation Plan, and pursue certifying the Town through the LEED for Cities and Communities Program (formerly STAR Community Rating System) in alignment with Master Plan Sustainability Goal #4-2. Additionally, initiatives spearheaded by the Department, such as the Green Communities Grant and the installation of solar at the schools, will save the town approximately \$90,000 annually, more than double the cost of an administrative assistant. The cost of a full-time assistant could also be offset by the wetlands fees brought in by Wetlands Protection Act filings. This revenue is specifically to support functions directly related to the Conservation Commission. Between January and December 2020, \$6,412.00 in wetlands fund filing fees were brought in.

Advertising: No changes.

Training (Education and Outreach): No changes

Postage: No changes.

Contracted Services: No changes

New Equipment (Online Permitting Software): This is proposed as a one-time cost. With the Building Department implementing PermitEyes for online permitting, it opens up the possibility for other departments to do the same. This would bring all of the Conservation Commission applications online. Providing online permitting would facilitate and streamline the permitting process for residents and allow other departments to more effectively communicate their comments/concerns regarding each project. Online conservation permitting will improve municipal services and allow for more seamless integration of online services for residents. It will also provide more information to residents regarding which properties fall within Conservation jurisdiction by affording the opportunity to implement online mapping for public use. This would be a one-time cost to bring all of the Conservation Commission applications online and then annual support and maintenance costs would be included in the IT budget each year thereafter.

Office Supplies: I am proposing an increase of \$500.00 to return to level funding with the FY20 budget. The FY21 budget was reduced due to the COVID19 pandemic.

Field Supplies: No changes.

Books/Subscriptions: No changes.

Uniforms: I am proposing an increase of \$180.00 to return to level funding with the FY20 budget. The FY21 budget was reduced due to the COVID19 pandemic.

Dues and Professional Gatherings: This budget proposes an increase of \$1,084.00 from FY21.

MACC Dues	\$293.00
MACC Agent Membership	\$60.00
MACC Non-Voting Consultant Membership (\$60*3 people)	\$180.00 (new)
MACC Annual Conference Registration (\$125*8 people)	\$1,000.00
MACC Courses (\$110*8 people – 2 courses per person)	\$880.00
	(\$671.00 increase from FY21, \$440.00 increase from FY20)
MSMCP Membership/Dues	\$20.00
Climate Resilience Conference	\$15.00 (new)
Society of Wetland Scientists Membership	\$133.00 (new)
Wetland Professional in Training Application	\$100.00 (new)

The increase in this category is the result of a return to level funding with the FY20 budget, the addition of MACC membership for the three non-voting consultant positions the Commission added in FY21, additional budgeting for MACC courses to encourage members of the Conservation Commission to seek certification through the MACC Fundamentals Certificate Program, and the addition of membership to the Society of Wetland Scientists (SWS) as well as their application fee for Wetland Professionals in Training. SWS membership will grant the Conservation Agent/Sustainability Coordinator access to monthly webinars on wetland-related science topics of interest, access to past webinars, discounted registration for events, and discussion forum sections of the website with other wetland professionals, all of which will

facilitate better knowledge with which to advise the Conservation Commission and oversee Conservation projects in Town. Certification through SWS as a Wetland Professional in Training (WPIT) signifies that one's academic and work experience meet the standards expected of a practicing wetland professional and provides acknowledgment to one's peers of one's adherence to the professional ethics of the Society of Wetland Scientists Professional Certification Program. Certification will aid in acceptance by other disciplines, especially in multi-disciplinary work environments. Wetland Professional in Training (WPIT) is considered a preliminary step for persons who have completed the educational requirements but do not meet experience requirements. Professional Wetland Scientist (PWS) certification is awarded for those meeting both educational and experience requirements.

Mileage and Travel: No changes.

Other changes:

In December 2018, the Town of Fairhaven was designated as a Green Community and awarded a grant of \$174,535. As of December 2020, one energy-efficiency project has been completed and the remaining project should be completed by April 2021, in alignment with the Board of Selectmen's FY21 Policy Goal #8G.

In 2021, I hope to replace two older town vehicles with electric vehicles. The Town received a Massachusetts Electric Vehicle Incentive Program (EVIP) Fleets grant for \$12,500 in November 2019 to support the installation of electric vehicle (EV) charging station equipment and lease two electric vehicles and an EVIP Workplace Charging grant for \$1,746.06 in April 2020 to support the installation of public-facing EV charging station equipment. The 2020 Fall Special Town Meeting authorized matching funds to execute these grants.

During 2019, the Town was awarded a \$55,000 Municipal Vulnerability Preparedness Planning Grant to become a certified MVP community. The majority of that process has been completed. There is one item outstanding due to unforeseen pandemic-related delays. The grant should be fully finished within the first few months of 2021. I utilized the information that resulted from the Planning process to apply for one MVP Action Grant in 2020 (Board of Selectmen's Policy Goal #8B). The Action grant was not selected for funding and I will submit another application for an MVP Action grant in 2021.

I would like to collaborate with the Information Technology Department to implement Town-wide GIS web-mapping to provide residents with a resource to see Conservation, Assessors, Flood Zone, and Recreation information in one cohesive location, specific to the Town, in alignment with the Board of Selectmen's Policy Goals #3, #7, #8D, #8,F and 9L. This goal will be significantly supported by the integrating of Conservation permitting into the online permitting software. I also hope to improve educational outreach to increase the understanding of the Wetlands Protection Act, Fairhaven's Wetlands Bylaw, and other associated policies under the jurisdiction of the Conservation Commission.

Additionally, I would like to collaborate with the Sustainability Committee and the Media Department to garner town-wide participation in Northwest Earth Institute and Project

Drawdown's Drawdown EcoChallenge. This challenge is a 21-day engagement program focused on carbon reduction using solutions to global warming that already exist. These collaborations address the Board of Selectmen's Policy Goals #2, #3, and #7.

Finally, I aim to continue managing and applying for sustainability-focused grants and pursuing actions outlined in the Town's 2040 Master Plan, Open Space and Recreation Plan, Hazard Mitigation Plan, and Municipal Vulnerability Preparedness Planning report.

Sincerely,
Whitney McClees
Conservation Agent and Sustainability Coordinator

Category	Account Number	FY22 Request	FY21 Budget	Notes	Cost	Different from FY2021?	Reason
Personal Service							
Conservation Agent and Sustainability Coordinator		\$77,901.88	\$74,287.36	calculated from payroll sheet	\$3,614.52	Yes	Step increase, stipend for MACC Fundamentals Certificate
Recording Secretary		\$0.00	\$4,878.64				
							A full-time Administrative Assistant would improve public service in the following ways: facilitate the issuance of Conservation permits in a timely manner, introduce faster response time in verifying the completeness of Conservation permit applications, introduce more efficient response time to records requests, and provide the opportunity for better educational outreach to the public. Additionally, with the Conservation Agent/Sustainability Coordinator able to delegate administrative duties, the Department will be able to apply for additional and manage current grants in alignment with the Board of Selectmen's FY21 Policy Goal #4A, supervise ongoing Conservation projects, research and implement FEMA's Community Rating System in alignment with Mitigation Action #2 of the Hazard Mitigation Plan, and pursue certifying the Town through the LEED for Cities and Communities Program (formerly STAR Community Rating System) in alignment with Master Plan Sustainability Goal #4-2. Additionally, initiatives spearheaded by the Department, such as the Green Communities Grant and the installation of solar at the schools, will save the town approximately \$90,000 annually, more than double the cost of an administrative assistant.
Administrative Assistant		\$39,278.56	\$0.00	calculated from payroll sheet	\$39,278.56	Yes	Step increase, stipend for MACC Fundamentals Certificate, addition of full-time administrative assistant
Total Payroll	001-171-00-5111-00-0106	\$117,180.44	\$79,166.00		\$38,014.44	Yes	
Purchase of Services							
Advertising	001-171-00-5303-00-0106	\$2,000.00	\$2,000.00		\$0.00	No	No changes
Training	001-171-00-5316-00-0106	\$1,000.00	\$1,000.00		\$0.00	No	No changes
Reserve Account (Postage)	001-171-00-5303-00-0106	\$1,000.00	\$1,000.00		\$0.00	No	No changes
Contracted Services	001-171-00-5390-00-0106	\$2,500.00	\$2,500.00		\$0.00	No	No changes
Total Purchase of Services		\$6,500.00	\$6,500.00				
Minor Equipment							
New Equipment (Online Permitting Software)	001-171-00-5850-00-0106	\$10,430.00	\$0.00		\$10,430.00	Yes	With the Building Department implementing PermitEyes for online permitting, it opens up the possibility for other departments to do the same. This would be a one-time cost to bring all of the Conservation Commission applications online and then annual support and maintenance costs would be included in the IT budget each year thereafter. Providing online permitting would facilitate and streamline the permitting process for residents and allow other departments to more effectively communicate their comments/concerns regarding each project.
Total Minor Equipment		\$10,430.00	\$0.00				
Supplies							
Office Supplies	001-171-00-5420-00-0106	\$1,020.00	\$520.00		\$500.00	Yes	FY21 decreased previous budget due to the COVID19 pandemic, the increase is due to a proposed return to pre-pandemic appropriation.
Field Supplies	001-171-00-5432-00-0106	\$560.00	\$500.00		\$0.00	No	No changes
Books/Subscriptions	001-171-00-5520-00-0106	\$300.00	\$300.00		\$0.00	No	No changes
Uniforms	001-171-00-5582-00-0106	\$380.00	\$200.00		\$180.00	Yes	FY21 decreased previous budget due to the COVID19 pandemic, the increase is due to a proposed return to pre-pandemic appropriation.
Total Supplies		\$2,260.00	\$1,520.00		\$680.00	Yes	
Dues and Professional Gatherings							
MACC Dues		\$293.00	\$293.00		\$0.00	No	No changes
MACC Agent Membership		\$60.00	\$60.00		\$0.00	No	No changes
MACC Non-Voting Consultant Membership (\$60*3 people)		\$180.00	\$0.00		\$180.00	Yes	Conservation Commission added three non-voting consultant positions; this would garner them access to MACC courses, trainings, and materials to help prepare them to eventually serve on the Commission as voting members
MACC Annual Conference Registration (\$125*8 people)		\$1,000.00	\$1,000.00		\$0.00	No	No changes
MACC Courses (\$110*8 people - 2 courses per person)		\$880.00	\$209.00		\$671.00	Yes	encouraging the Commission to pursue the MACC Fundamentals Certificate
MSMCP Annual Dues		\$20.00	\$20.00		\$0.00	No	No changes

Society of Wetland Scientists Membership		\$133.00	\$0.00	\$133.00	Yes	\$133.00	SWS membership will grant the Conservation Agent/Sustainability Coordinator access to monthly webinars on wetland-related science topics of interest, access to past webinars, discounted registration for events, and discussion forum sections of the website with other wetland professionals, all of which will facilitate better knowledge with which to advise the Conservation Commission and oversee Conservation projects in Town. Certification through SWS as a Wetland Professional in Training (WPT) signifies that one's academic and work experience meet the standards expected of a practicing wetland professional and provides acknowledgment to one's peers of one's adherence to the professional ethics of the Society of Wetland Scientists Professional Certification Program. Certification will aid in acceptance by other disciplines, especially in multi-disciplinary work environments. Wetland Professional in Training (WPT) is considered a preliminary step for persons who have completed the educational requirements but do not meet experience requirements. Professional Wetland Scientist (PWS) certification is awarded for those meeting both educational and experience requirements.
Wetland Professional in Training Application		\$100.00	\$0.00	\$100.00	Yes	\$100.00	Inclusion of more courses, memberships, seminars since many of them are going to be offered online in the coming year
Total Dues and Professional Gatherings	000-171-00-5731-00-0106	\$2,666.00	\$1,582.00	\$1,084.00	Yes	\$1,084.00	
Mileage and Travel							
Public Transit		\$0.00	\$0.00	\$0.00	No	\$0.00	No changes, anticipate that public transit will continue to be avoided due to the pandemic
Mileage		\$1,263.00	\$1,263.00	\$0.00	No	\$0.00	No changes
Total Mileage and Travel	000-171-00-5712-00-0106	\$2,263.00	\$2,263.00	\$0.00	No	\$0.00	No changes
		FY22 Request	FY21 Budget	Cost	Different from FY2021?		
TOTAL		\$129,809.44	\$90,031.00	\$39,778.44	Yes		

Town of Fairhaven

FY22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: Conservation/Sustainability

Name of Department Director: Whitney McClees

Is this request for a new service or program or an expanded service/program

Please describe the service/program:

The addition of an Administrative Assistant to the Department.

What need(s) are being addressed by this service or program:

With the Conservation Agent/Sustainability Coordinator able to delegate administrative duties, the Department will better be able to apply for additional and manage current grants in alignment with the Board of Selectmen's FY22 Policy Goal #4A, supervise ongoing Conservation projects, research and implement FEMA's Community Rating System in alignment with Mitigation Action #2 of the Hazard Mitigation Plan, and pursue certifying the Town through the LEED for Cities and Communities Program (formerly STAR Community Rating System) in alignment with Master Plan Sustainability Goal #4-2. Additionally, initiatives spearheaded by the Department, such as the Green Communities Grant and the installation of solar at the schools, will save the town approximately \$90,000 annually, more than double the cost of an administrative assistant.

Describe the benefits to the town of implementing the service/program:

A full-time Administrative Assistant would improve public service in the following ways: facilitate the issuance of Conservation permits in a timely manner, introduce faster response time in verifying the completeness of Conservation permit applications, introduce more efficient response time to records requests, and provide the opportunity for better educational outreach to the public.

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

Board of Selectmen FY22 Policy Goal #4A

Hazard Mitigation Plan Mitigation Action #2

Master Plan Sustainability Goal #4-2

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add't Funding Request	Total Request
001-171-00-5111-00-0106	Personal Service - Payro	79,166.00	85,099.22	32,081.22	117,180.44

Provide a narrative description that explains/justifies the additional funding request by line item:

In this budget, I am proposing an increase of \$38,014.44 from FY21 due to a step increase and additional stipend associated with holding the MACC Fundamentals Certificate for the Conservation Agent/Sustainability Coordinator and the addition of a full-time Administrative Assistant. A full-time Administrative Assistant would improve public service in the following ways: facilitate the issuance of Conservation permits in a timely manner, introduce faster response time in verifying the completeness of Conservation permit applications, introduce more efficient response time to records requests, and provide the opportunity for better educational outreach to the public. Additionally, with the Conservation Agent/Sustainability Coordinator able to delegate administrative duties, the Department will better be able to apply for additional and manage current grants in alignment with the Board of Selectmen's FY21 Policy Goal #4A, supervise ongoing Conservation projects, research and implement FEMA's Community Rating System in alignment with Mitigation Action #2 of the Hazard Mitigation Plan, and pursue certifying the Town through the LEED for Cities and Communities Program (formerly STAR Community Rating System) in alignment with Master Plan Sustainability Goal #4-2. Additionally, initiatives spearheaded by the Department, such as the Green Communities Grant and the installation of solar at the schools, will save the town approximately \$90,000 annually, more than double the cost of an administrative assistant.

Town of Fairhaven

FY22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: Conservation/Sustainability

Name of Department Director: Whitney McClees

Is this request for a new service or program or an expanded service/program

Please describe the service/program:

Online Permitting Software: Adding the Conservation Commission module to the PermitEyes program being initiated by the Building Department.

What need(s) are being addressed by this service or program:

Online permitting will streamline record-keeping and reduce the space needed to house hard copy permits as well as facilitate more effective public service.

Describe the benefits to the town of implementing the service/program:

Providing online permitting would facilitate and streamline the permitting process for residents and allow other departments to more effectively communicate their comments/concerns regarding each project.

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

This aligns with Board of Selectmen Policy Goal 9H: Improve municipal services, begin the implementation of town-wide online land use permitting software.

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add't Funding Request	Total Request	
001-171-00-5850-00-0106	New Equipment	0	0	\$10,430	\$10,430	

Provide a narrative description that explains/justifies the additional funding request by line item:

Online conservation permitting will improve municipal services and allow for more seamless integration of online services for residents. It will also provide more information to residents regarding which properties fall within Conservation jurisdiction by affording the opportunity to implement online mapping for public use. This would a one-time cost to bring all of the Conservation Commission applications online and then annual support and maintenance costs would be included in the IT budget each year thereafter.

	<p>Support & Maintenance</p> <ul style="list-style-type: none"> All hosting & storage; standard updates & upgrades under normal conditions, phone & email support 	Annual	\$2,740	
PermitEyes Program Dog Licensing Module	<p>Online, cloud based permitting and licensing solution. Unlimited staff and applicant users.</p> <ul style="list-style-type: none"> Accept online requests, route through workflows, manage approvals, collect payments, and issue approvals as configured for the Department and Community. 	One Time	\$6,390	<input type="checkbox"/> Select
	<p>Support & Maintenance</p> <ul style="list-style-type: none"> All hosting & storage; standard updates & upgrades under normal conditions, phone & email support 	Annual	\$2,500	
PermitEyes Program Select Board Module	<p>Online, cloud based permitting and licensing solution. Unlimited staff and applicant users.</p> <ul style="list-style-type: none"> Accept online requests, route through workflows, manage approvals, collect payments, and issue approvals as configured for the Department and Community. 	One Time	\$10,430	<input type="checkbox"/> Select
	<p>Support & Maintenance</p> <ul style="list-style-type: none"> All hosting & storage; standard updates & upgrades under normal conditions, phone & email support 	Annual	\$4,090	
PermitEyes Program ConCom Module	<p>Online, cloud based permitting and licensing solution. Unlimited staff and applicant users.</p> <ul style="list-style-type: none"> Accept online requests, route through workflows, manage approvals, collect payments, and issue approvals as configured for the Department and Community. 	One Time	\$10,430	<input type="checkbox"/> Select
	<p>Support & Maintenance</p> <ul style="list-style-type: none"> All hosting & storage; standard updates & upgrades under normal conditions, phone & email support 	Annual	\$4,090	
Remote (Webinar) Departmental Staff Training	Expert assistance from a project manager during which time you will gain an expert understanding of the Software as you tailor the system to suit your Community.	Included		
Assessor System Integration Option 1 : Manual	<p>Integration solution with assessor system to import property information.</p> <p>This manual ad hoc import of the Assessors DB extract allows applicant to choose from bank of site addresses and the property owner details will flow in automatically into the application form as applicable.</p>	Option 1	Included	

- Continued on Next Page -

Full Circle Technologies, Inc.
11 Beacon Street, Suite 1115, Boston, MA 02108
www.fullcircletech.com | help@fullcircletech.com

31

Department Name:		Conservation																	
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation	
McClees Vacant	Whitney	Conservation Agent/Sustainability Coordinator	1/2/2019	2	NU	17	3	\$36.55	40.0	38,879	76,316	44,563	946	0	400		250	77,913	
		Administrative Assistant			C	C	1	\$21.28	35.0	38,879					400			39,279	
Totals										38,879	76,316		946	0	800	0	250	117,191	
If Administrative Assistant position is not funded, Department will still need funds for a recording secretary, level service information below																			
McClees Bid Out	Whitney	Conservation Agent/Sustainability Coordinator	1/2/2019	2	NU	17	3	\$36.55	40.0	1,682	76,316	44,563	935	0	400		250	77,902	
Totals		Recording Secretary						\$17.52	4.0	1,682								1,682	
										1,682	76,316		935	0	400	0	250	79,584	
<p>Notes: If a column does not apply to the employee leave blank</p> <p>(1) If the position is currently vacant, type "vacant" in this column</p> <p>(2) Years of Service as of July 1, 2021</p> <p>(3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.</p> <p>(4) As of July 1, 2021</p> <p>(5) For employees who are paid by the hour (not salary)</p> <p>(6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)</p> <p>(7) Annual Salary for employees who are paid salary (not by the hour)</p> <p>(8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column</p> <p>(9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.</p> <p>(10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.</p> <p>(11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.</p> <p>(12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.</p> <p>(13) As provided for in Police and Fire Contracts</p> <p>(14) As provided for in Police, Dispatchers and Fire Contracts</p> <p>(15) As provided for in the Police and Dispatchers Contracts</p> <p>(16) As provided for in the Police and Fire Contracts</p> <p>(17) As provided for in the Fire, Dispatchers and Police Contracts</p> <p>(18) In the Comments Box, please explain the amount included in this box providing the basis or reason for the payment and how the amount was determined.</p>																			
<p>Stipends</p> <p>Massachusetts Association of Conservation Commission Fundamentals Certificate</p>																			

Account No.	Account Name	FY20 Exp.	Fud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend	FY22 Re	mend BOS
1263	BUZZARDS BAY COMM							
001-122-24-5201-00-1263	BUZZARDS BAY COMMISSION	1,520.00	1,520.00	0.00	1,520.00	1,520.00		0.00
	PURCHASE OF SERVICES	1,520.00	1,520.00	0.00	1,520.00	1,520.00		0.00
	TOTAL - OPERATING EXPENSES	1,520.00	1,520.00	0.00	1,520.00	1,520.00		0.00
	BUZZARDS BAY COMM	1,520.00	1,520.00	0.00	1,520.00	1,520.00		0.00

Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0384	POLICE						
001-210-00-5100-00-0384	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-210-00-5111-00-0384	REGULAR PAY	3,026,487.12	3,360,823.00	1,787,600.41	3,711,980.00	3,580,361.00	0.00
001-210-00-5131-00-0384	OVER-TIME PAY	494,592.12	318,613.00	302,440.98	371,198.00	371,198.00	0.00
	SALARY & WAGES	3,521,079.24	3,679,436.00	2,090,041.39	4,083,178.00	3,951,559.00	0.00
	TOTAL - SALARY & WAGES	3,521,079.24	3,679,436.00	2,090,041.39	4,083,178.00	3,951,559.00	0.00
001-210-00-5200-00-0384	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-210-00-5201-00-0384	GENERAL EXPENSE UNCLASSIFIE	417.82	500.00	263.60	500.00	250.00	0.00
001-210-00-5240-00-0384	R & M VEHICLES - POLICE	20,669.80	21,500.00	14,880.03	23,000.00	21,500.00	0.00
001-210-00-5244-00-0384	REPAIR & MAINT.-BUILDING	11,026.25	8,000.00	7,625.43	10,000.00	8,000.00	0.00
001-210-00-5245-00-0384	REPAIR & MAINT.-EQUIP.	31,712.51	25,000.00	13,308.26	27,020.00	25,000.00	0.00
001-210-00-5308-00-0384	KEEPER OF LOCKUP	8,925.00	14,000.00	7,275.00	14,000.00	12,000.00	0.00
001-210-00-5311-00-0384	MEDICAL SERVICES	2,040.00	1,500.00	2,325.00	2,500.00	1,500.00	0.00
001-210-00-5316-00-0384	TRAINING	12,263.82	13,000.00	7,111.39	16,000.00	10,500.00	0.00
001-210-00-5341-00-0384	TELEPHONE	16,849.93	17,700.00	7,990.32	16,500.00	16,500.00	0.00
001-210-00-5343-00-0384	SERVICE & MAINT AGREEMEN	38,093.22	39,113.00	35,606.98	43,459.00	40,809.00	0.00
001-210-00-5390-00-0384	CONTRACTED SERVICES	29,815.47	24,000.00	23,782.39	28,000.00	18,500.00	0.00
	PURCHASE OF SERVICES	171,813.82	164,313.00	120,168.40	180,979.00	154,559.00	0.00
001-210-00-5211-00-0384	HEAT LIGHT & POWER	5,060.89	5,000.00	1,651.16	5,000.00	5,000.00	0.00
001-210-00-5212-00-0384	ELECTRICITY	34,122.43	26,000.00	16,520.10	26,000.00	26,000.00	0.00
	UTILITIES	39,183.32	31,000.00	18,171.26	31,000.00	31,000.00	0.00
001-210-00-5400-00-0384	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-210-00-5420-00-0384	OFFICE SUPPLIES	7,796.07	7,300.00	2,378.12	8,500.00	7,000.00	0.00
001-210-00-5422-00-0384	PREPRINTED FORMS	1,213.87	1,500.00	1,086.70	1,500.00	1,000.00	0.00
001-210-00-5431-00-0384	BUILDING MAINT.SUPPLIES	2,490.40	2,500.00	1,233.29	3,000.00	2,000.00	0.00
001-210-00-5501-00-0384	MEDICAL SUPPLIES	6,668.25	8,300.00	185.08	10,800.00	6,300.00	0.00
001-210-00-5503-00-0384	FINGERPRINTS/PHOTOS	599.30	1,500.00	0.00	2,000.00	1,000.00	0.00
001-210-00-5520-00-0384	BOOKSUBSCRIPTIONS	860.89	600.00	362.31	1,200.00	700.00	0.00
001-210-00-5582-00-0384	UNIFORMS	45,775.00	46,450.00	10,200.00	46,450.00	46,450.00	0.00

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Amend BOS
001-210-00-5085-00-0384	EQUIPMENT FOR PERSONNEL	10,541.20	12,800.00	2,301.92	15,000.00	12,500.00		0.00
	SUPPLIES	75,944.98	80,950.00	17,747.42	88,450.00	76,950.00		0.00
001-210-00-5410-00-0384	GASOLINE & DIESEL	44,409.50	48,000.00	17,929.27	47,200.00	47,200.00		0.00
	GASOLINE	44,409.50	48,000.00	17,929.27	47,200.00	47,200.00		0.00
001-210-00-5700-00-0384	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00		0.00
001-210-00-5731-00-0384	DUES PROF. GATHERINGS	8,895.28	7,956.00	5,870.00	13,256.00	10,006.00		0.00
	OTHER CHARGES	8,895.28	7,956.00	5,870.00	13,256.00	10,006.00		0.00
	TOTAL - OPERATING EXPENSES	340,246.90	332,219.00	179,886.35	360,885.00	319,715.00		0.00
	POLICE	3,861,326.14	4,011,655.00	2,269,927.74	4,444,063.00	4,271,274.00		0.00

Account Nr	Account Name	FY20 Exp.	FY Aud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0130	ANIMAL CONTROL						
001-292-00-5100-00-0130	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-292-00-5111-00-0130	REGULAR PAY	60,880.13	63,528.00	35,102.42	66,429.00	66,429.00	0.00
001-292-00-5131-00-0130	OVERTIME PAY	3,252.93	6,353.00	4,299.77	6,643.00	6,643.00	0.00
	SALARY & WAGES	64,133.06	69,881.00	39,402.19	73,072.00	73,072.00	0.00
	TOTAL - SALARY & WAGES	64,133.06	69,881.00	39,402.19	73,072.00	73,072.00	0.00
001-292-00-5200-00-0130	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-292-00-5243-00-0130	REPAIR & MAINT.-VEHICLES	134.19	1,000.00	0.00	1,000.00	1,000.00	0.00
001-292-00-5244-00-0130	REPAIR & MAINT.-BUILDING	4,688.79	12,500.00	9,095.56	3,000.00	3,000.00	0.00
001-292-00-5318-00-0130	VETERINARY EXPENSES	22,161.52	24,750.00	8,214.06	25,000.00	25,000.00	0.00
001-292-00-5341-00-0130	TELEPHONE	1,583.29	1,400.00	940.01	2,000.00	2,000.00	0.00
001-292-00-5342-00-0130	POSTAGE	88.50	200.00	115.50	200.00	200.00	0.00
	PURCHASE OF SERVICES	28,656.29	39,850.00	18,365.13	31,200.00	31,200.00	0.00
001-292-00-5211-00-0130	HEATLIGHT & POWER	3,163.94	2,300.00	1,076.15	2,300.00	2,300.00	0.00
001-292-00-5212-00-0130	ELECTRICITY	2,991.09	3,000.00	1,404.97	3,000.00	3,000.00	0.00
	UTILITIES	6,155.03	5,300.00	2,481.12	5,300.00	5,300.00	0.00
001-292-00-5400-00-0130	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-292-00-5420-00-0130	OFFICE SUPPLIES	494.54	350.00	217.50	350.00	350.00	0.00
001-292-00-5422-00-0130	PRE-PRINTED FORMS	0.00	100.00	0.00	100.00	100.00	0.00
001-292-00-5451-00-0130	CLEANING SUPPLIES	1,111.33	1,200.00	287.08	1,200.00	1,200.00	0.00
001-292-00-5580-00-0130	SUPPLIES/EQUIPMENT	400.00	400.00	155.22	400.00	400.00	0.00
001-292-00-5582-00-0130	UNIFORMS	585.99	600.00	0.00	600.00	600.00	0.00
001-292-00-5584-00-0130	DOG FOOD & SUPPLIES	0.00	300.00	0.00	550.00	550.00	0.00
	SUPPLIES	2,591.86	2,950.00	659.80	3,200.00	3,200.00	0.00
001-292-00-5410-00-0130	GASOLINE & DIESEL	438.71	680.00	190.97	680.00	680.00	0.00
	GASOLINE	438.71	680.00	190.97	680.00	680.00	0.00
001-292-00-5700-00-0130	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
001-292-00-5713-00-0130	SEMINARS PROF GATHERING	175.00	600.00	350.00	600.00	600.00	0.00
	OTHER CHARGES	175.00	600.00	350.00	600.00	600.00	0.00

Account Number	Account Name	FY20 Exp.	Fiscal Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
	TOTAL - OPERATING EXPENSES	38,076.89	49,380.00	22,047.02	40,980.00	40,980.00	0.00
	ANIMAL CONTROL	102,149.95	119,261.00	61,449.21	114,052.00	114,052.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 210 POLICE					
Account Number:	001-210-00-5100-00-0384		2020	0.00	0.00
Name:	PERSONAL SERVICES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-210-00-5111-00-0384		2020	3,254,287.00	-3,026,487.12
Name:	REGULAR PAY		2021	3,360,823.00	-1,675,218.04
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		3,711,980.00	
	1 Amount(s):			3,711,980.00	
Account Number:	001-210-00-5131-00-0384		2020	332,750.00	-494,592.12
Name:	OVER-TIME PAY		2021	318,613.00	-284,335.09
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		371,198.00	
	1 Amount(s):			371,198.00	
Account Number:	001-210-00-5200-00-0384				
Name:	PURCHASE OF SERVICES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-210-00-5201-00-0384		2020	0.00	-417.82
Name:	GENERAL EXPENSE UNCLASSIFIED		2021	500.00	-263.60
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Pays for emergency purchases for personnel who are unable to leave work due to an on going event. This includes storms investigations search warrants assessment centers and accreditation.		07/01/2021		500.00	
	1 Amount(s):			500.00	
Account Number:	001-210-00-5211-00-0384		2020	6,220.00	-5,060.89
Name:	HEAT LIGHT & POWER		2021	5,000.00	-643.68
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Heating in the Police Department building		07/01/2021		5,000.00	
	1 Amount(s):			5,000.00	
Account Number:	001-210-00-5212-00-0384		2020	32,000.00	-24,822.43
Name:	ELECTRICITY		2021	26,000.00	-13,868.09
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Electricity for Police Department building		07/01/2021		26,000.00	
	1 Amount(s):			26,000.00	
Account Number:	001-210-00-5240-00-0384		2020	21,500.00	-20,669.80
Name:	R & M VEHICLES - POLICE		2021	21,500.00	-10,226.49
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Covers the service and maintenance of our vehicles. The requested amount is same as FY21 prior to budget reductions.		07/01/2021		23,000.00	
	1 Amount(s):			23,000.00	
Account Number:	001-210-00-5244-00-0384		2020	8,000.00	-11,026.25
Name:	REPAIR & MAINT.-BUILDING		2021	8,000.00	-7,314.93
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Covers repair and maintenance to the Police department building. As the building ages the repair are becoming more costly. The amount is same as FY 21 prior to budget reduction.		07/01/2021		10,000.00	
	1 Amount(s):			10,000.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 210 POLICE					
Account Number:	001-210-00-5245-00-0384		2020	26,670.00	-31,712.51
Name:	REPAIR & MAINT.-EQUIP.		2021	25,000.00	-12,398.43
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Ockers			07/01/2021	1,200.00	
Spindle City			07/01/2021	1,500.00	
All Security			07/01/2021	1,570.00	
Best Buy			07/01/2021	2,500.00	
Drager			07/01/2021	200.00	
East Coast Electronics			07/01/2021	3,700.00	
IMC/Pervasive			07/01/2021	6,000.00	
Safe Boat			07/01/2021	7,800.00	
Integration Pasrtners			07/01/2021	750.00	
Antivirus Software			07/01/2021	900.00	
Email Archiving - Datto			07/01/2021	900.00	
		11 Amount(s):		27,020.00	
Account Number:	001-210-00-5308-00-0384		2020	11,500.00	-8,925.00
Name:	KEEPER OF LOCKUP		2021	14,000.00	-6,300.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Pays the Bristol County Sheriffs office for detainment of our prisoners outside of court hours.			07/01/2021	14,000.00	
		1 Amount(s):		14,000.00	
Account Number:	001-210-00-5311-00-0384		2020	2,500.00	-2,040.00
Name:	MEDICAL SERVICES		2021	1,500.00	-2,325.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Pays for medical psycological and fit for duty exams for new and existing employees. Request is same as FY21 before budget reductions.			07/01/2021	2,500.00	
		1 Amount(s):		2,500.00	
Account Number:	001-210-00-5316-00-0384		2020	16,000.00	-12,263.82
Name:	TRAINING		2021	13,000.00	-7,111.39
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Pays for all training and education requirements for all employees including specialized training and professional development. The request is same as FY 21 before budget reduction.			07/01/2021	16,000.00	
		1 Amount(s):		16,000.00	
Account Number:	001-210-00-5341-00-0384		2020	17,775.00	-15,637.95
Name:	TELEPHONE		2021	17,700.00	-6,876.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Pays for all cellular and cable services to include telephone fax cellular mobile and wireless services. This line item has a reduction and a slight increase will be requested in the ACO telephone.			07/01/2021	16,500.00	
		1 Amount(s):		16,500.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:	210	POLICE			
Account Number:	001-210-00-5343-00-0384		2020	37,874.00	-37,973.22
Name:	SERVICE & MAINT AGREEMEN		2021	39,113.00	-35,576.98
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Bristol County Radio			07/01/2021	1,500.00	
ADR Landscape			07/01/2021	1,650.00	
Advanced Air and Heat			07/01/2021	1,730.00	
TLO Investigative Services			07/01/2021	1,800.00	
Crossmatch fingerprint system			07/01/2021	1,965.00	
IMC/Central Square CAD/RMS software			07/01/2021	17,617.00	
Power DMS policy manager			07/01/2021	2,504.00	
John Guilfoil web/PIO services			07/01/2021	3,350.00	
Dito - email accounts			07/01/2021	3,600.00	
CrewSense			07/01/2021	4,000.00	
Hunter Systems			07/01/2021	400.00	
CyberComm			07/01/2021	500.00	
Axion copier			07/01/2021	525.00	
GPS monitoring			07/01/2021	625.00	
Info Rad text services			07/01/2021	63.00	
CJIS computer			07/01/2021	730.00	
Backupify			07/01/2021	900.00	
			17 Amount(s):	43,459.00	
Account Number:	001-210-00-5390-00-0384		2020	31,500.00	-29,815.47
Name:	CONTRACTED SERVICES		2021	24,000.00	-23,782.39
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Axom Taser contract			07/01/2021	13,440.00	
Pays for accreditation cruiser and station audits/ Assesmnat Center promotional exams.			07/01/2021	14,560.00	
			2 Amount(s):	28,000.00	
Account Number:	001-210-00-5400-00-0384				
Name:	SUPPLIES				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
			1 Amount(s):	0.00	
Account Number:	001-210-00-5410-00-0384		2020	44,500.00	-44,409.50
Name:	GASOLINE & DIESEL		2021	48,000.00	-17,929.27
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Pays for vehicle gasoline diesel and oil.			07/01/2021	47,200.00	
			1 Amount(s):	47,200.00	
Account Number:	001-210-00-5420-00-0384		2020	8,500.00	-7,776.60
Name:	OFFICE SUPPLIES		2021	7,300.00	-2,325.41
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Pays for all office supplies including paper toner etc.			07/01/2021	8,500.00	
			1 Amount(s):	8,500.00	
Account Number:	001-210-00-5422-00-0384		2020	1,500.00	-1,213.87
Name:	PREPRINTED FORMS		2021	1,500.00	-1,086.70
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Pays for all letterhead business cards envelopes and stamps.			07/01/2021	1,500.00	
			1 Amount(s):	1,500.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 210 POLICE					
Account Number:	001-210-00-5431-00-0384		2020	3,000.00	-2,490.40
Name:	BUILDING MAINT.SUPPLIES		2021	2,500.00	-1,049.87
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for all cleaning and maintenance supplies for the Police station. Request is same as FY 21 prior to budget reductions.	07/01/2021		3,000.00	
		1 Amount(s):		3,000.00	
Account Number:	001-210-00-5501-00-0384		2020	10,125.00	-6,668.25
Name:	MEDICAL SUPPLIES		2021	8,300.00	-49.18
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for all medical supplies carried by Officers and inside cruiser bags to include Narcan and AEDs. Request is same as FY 21 prior to budget reductions.	07/01/2021		10,800.00	
		1 Amount(s):		10,800.00	
Account Number:	001-210-00-5503-00-0384		2020	2,000.00	-599.30
Name:	FINGERPRINTS/PHOTOS		2021	1,500.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for all camera related equipment including batteries and all forensic supplies for fingerprinting and evidence recovery. Request is same as FY 21 prior to budget reductions.	07/01/2021		2,000.00	
		1 Amount(s):		2,000.00	
Account Number:	001-210-00-5520-00-0384		2020	1,200.00	-860.89
Name:	BOOKSSUBSCRIPTIONS		2021	600.00	-362.31
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for the legal updates manuals and law reference guides. Request is same as FY 21 prior to budget reductions.	07/01/2021		1,200.00	
		1 Amount(s):		1,200.00	
Account Number:	001-210-00-5582-00-0384		2020	38,125.00	-45,775.00
Name:	UNIFORMS		2021	46,450.00	-10,200.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for both uniform and cleaning allowances to Police and Dispatchers as required by labor contracts.	07/01/2021		46,450.00	
		1 Amount(s):		46,450.00	
Account Number:	001-210-00-5585-00-0384		2020	12,800.00	-10,541.20
Name:	EQUIPMENT FOR PERSONNEL		2021	12,800.00	-1,732.94
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for all ammunition and replacement of all equipment including that which is not covered by the uniform allowance. The request is same as FY 21 prior to budget reduction.	07/01/2021		15,000.00	
		1 Amount(s):		15,000.00	
Account Number:	001-210-00-5700-00-0384				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
		1 Amount(s):		0.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 210 POLICE				
Account Number:	001-210-00-5731-00-0384	2020	8,956.00	-8,895.28
Name:	DUES PROF.GATHERINGS	2021	7,956.00	-4,205.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
Fraternal order of Police		07/01/2021	1,000.00	
Mass Chiefs of Police Association		07/01/2021	1,000.00	
MV Chiefs Conference		07/01/2021	1,250.00	
NESPIN		07/01/2021	100.00	
IACP Travel		07/01/2021	2,000.00	
Mass Accreditation Commission		07/01/2021	2,300.00	
Plymouth County Bid		07/01/2021	200.00	
CHAMPS Marine association		07/01/2021	250.00	
Bristol County Chiefs Association		07/01/2021	250.00	
Greater Boston Bid		07/01/2021	256.00	
SEMLEC		07/01/2021	3,000.00	
Chiefs of Police Assistants Association		07/01/2021	50.00	
SEMPCA		07/01/2021	800.00	
IACP Membership		07/01/2021	800.00	
14 Amount(s):			13,256.00	
28 Account(s) for Department 210:		2020	3,929,282.00	-3,850,674.69
		2021	4,011,655.00	-2,125,180.79
		Level 1	4,444,063.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 292 ANIMAL CONTROL					
Account Number: 001-292-00-5100-00-0130					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
1 Amount(s):				0.00	
Account Number: 001-292-00-5111-00-0130					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
ACO regular pay		07/01/2021		66,429.00	
1 Amount(s):				66,429.00	
Account Number: 001-292-00-5131-00-0130					
Name: OVERTIME PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
ACO Overtime		07/01/2021		6,643.00	
1 Amount(s):				6,643.00	
Account Number: 001-292-00-5200-00-0130					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
1 Amount(s):				0.00	
Account Number: 001-292-00-5211-00-0130					
Name: HEATLIGHT & POWER					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Heat at Animal Shelter		07/01/2021		2,300.00	
1 Amount(s):				2,300.00	
Account Number: 001-292-00-5212-00-0130					
Name: ELECTRICITY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Electricity at animal shelter		07/01/2021		3,000.00	
1 Amount(s):				3,000.00	
Account Number: 001-292-00-5243-00-0130					
Name: REPAIR & MAINT.-VEHICLES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Pays for all repairs and maintenance for the ACO vehicle.		07/01/2021		1,000.00	
1 Amount(s):				1,000.00	
Account Number: 001-292-00-5244-00-0130					
Name: REPAIR & MAINT.-BUILDING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Pays for all repairs and maintenance to animal shelter building.		07/01/2021		3,000.00	
1 Amount(s):				3,000.00	
Account Number: 001-292-00-5318-00-0130					
Name: VETERINARY EXPENSES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Pays for all required veterinary expenses for all animals at the shelter.		07/01/2021		25,000.00	
1 Amount(s):				25,000.00	
Account Number: 001-292-00-5341-00-0130					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Pays for all telephone cellular and cable services. The increase is from the offset of the decrease in the Police line item from the bill splitting.		07/01/2021		2,000.00	
1 Amount(s):				2,000.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 292 ANIMAL CONTROL					
Account Number:	001-292-00-5342-00-0130		2020	115.50	-88.50
Name:	POSTAGE		2021	200.00	-115.50
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for cost of envelopes stamps and mailings.		07/01/2021	200.00	
		1 Amount(s):		200.00	
<hr/>					
Account Number:	001-292-00-5400-00-0130				
Name:	SUPPLIES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
<hr/>					
Account Number:	001-292-00-5410-00-0130		2020	440.00	-438.71
Name:	GASOLINE & DIESEL		2021	680.00	-190.97
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for gasoline and oil for vehicle.		07/01/2021	680.00	
		1 Amount(s):		680.00	
<hr/>					
Account Number:	001-292-00-5420-00-0130		2020	250.00	-248.52
Name:	OFFICE SUPPLIES		2021	350.00	-217.50
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for all paper toner and supplies.		07/01/2021	350.00	
		1 Amount(s):		350.00	
<hr/>					
Account Number:	001-292-00-5422-00-0130		2020	0.00	0.00
Name:	PRE-PRINTED FORMS		2021	100.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for letterhead and business cards.		07/01/2021	100.00	
		1 Amount(s):		100.00	
<hr/>					
Account Number:	001-292-00-5451-00-0130		2020	1,112.00	-1,111.33
Name:	CLEANING SUPPLIES		2021	1,200.00	-287.08
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for all cleaning supplies for the shelter and kennels.		07/01/2021	1,200.00	
		1 Amount(s):		1,200.00	
<hr/>					
Account Number:	001-292-00-5580-00-0130		2020	400.00	-400.00
Name:	SUPPLIES/EQUIPMENT		2021	400.00	-155.22
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for supplies needed for the catching and transporting of animals.		07/01/2021	400.00	
		1 Amount(s):		400.00	
<hr/>					
Account Number:	001-292-00-5582-00-0130		2020	586.00	-585.99
Name:	UNIFORMS		2021	600.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for the uniforms of part time and full time employees.		07/01/2021	600.00	
		1 Amount(s):		600.00	
<hr/>					
Account Number:	001-292-00-5584-00-0130		2020	0.00	0.00
Name:	DOG FOOD & SUPPLIES		2021	300.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Pays for food to feed the animals at the shelter.		07/01/2021	550.00	
		1 Amount(s):		550.00	
<hr/>					
Account Number:	001-292-00-5700-00-0130				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 292 ANIMAL CONTROL					
Account Number: 001-292-00-5713-00-0130			2020	175.00	-175.00
Name: SEMINARS PROF GATHERING			2021	600.00	-350.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Pays for training conferences and professional development.			07/01/2021	600.00	
1 Amount(s):				600.00	
21 Account(s) for Department 292:					
			2020	104,918.00	-101,451.43
			2021	119,261.00	-57,648.40
			Level 1	114,052.00	

Town of Fairhaven

FY21-22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: Police Department

Name of Department Director: Chief Michael J. Myers

Is this request for a new service or program **or an expanded service/program**

Please describe the service/program:

Additional Dispatcher for Day time shift coverage for joint dispatch with Fire Department

What need(s) are being addressed by this service or program:

Currently the Fire Department does not have enough personnel to cover their dispatch area when calls for service come into the station. By hiring one additional dispatcher in the Police Department we would be able to handle the Fire Department's dispatching duties during the hours of 8am - 4pm. This would not require the Fire Chief, Deputy Fire Chief or administrative assistant to have to leave their duties and cover the dispatch area in the Fire Department.

Describe the benefits to the town of implementing the service/program:

This would allow the Fire Chief, Deputy Fire Chief and administrative assistant to continue with their important duties they provide to the Town. This includes having the leaders of the fire department on the scenes of emergencies instead of covering a dispatch area during those times.

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

Goal 6 - Health, welfare and safety of Town residents

Goal 9 - Improve municipal services

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add'l Funding Request	Total Request
01-210-00 511-00	Regular Pay	3,381,938	3,626,015	44,569	3,670,584

Provide a narrative description that explains/justifies the additional funding request by line item:

The request is through the Regular pay line item of the Police Budget. The additional funding is requested to cover this position as the line item is specific to employees salaries and thus needs the additional funds for the position.

Town of Fairhaven

FY21-22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: Police Department

Name of Department Director: Chief Michael J. Myers

Is this request for a new service or program **or an expanded service/program**

Please describe the service/program:

Licensed Social Worker within the Police Department

What need(s) are being addressed by this service or program:

This addresses the needs of the community with concerns surrounding police reform. Addresses the concerns surrounding mental illness, substance abuse and domestic violence. The program institutes how calls for service are handled with collaboration of professionally trained crisis intervention specialists with support from law enforcement.

Describe the benefits to the town of implementing the service/program:

It is a proactive approach to better serve the community with a two prong approach to dealing with crisis situations. A highly trained social worker is better trained and equipped to handle immediate crisis situations with the second prong of back up from law enforcement as support. The position further provides daily training and updates to the law enforcement partner to help them better handle these situations. The social worker can develop strategic connections within the mental health and substance abuse community to better provide much needed services to the members of our community.

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

Goal 6 - Health, welfare and safety of Town residents

Goal - 7 - Civic engagements

Goal 9 - Improve municipal services

Budget Request Detail: (If you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add'l Funding Request	Total Request
01-210-00-5111-41	Regular Pay	3,381,438	3,626,015	63,834	3,689,849

Provide a narrative description that explains/justifies the additional funding request by line item:

The request is through the Regular pay line item of the Police Budget. The additional funding is requested to cover this position as the line item is specific to employees salaries and thus needs the additional funds for the position.

Account N°	Account Name	FY20 Exp.	FY %ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re	Amend BOS
0206	FIRE DEPT.							
001-220-00-5100-00-0206	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-220-00-5111-00-0206	REGULAR PAY	2,227,152.37	2,396,052.00	1,316,533.44	2,573,332.00	2,550,800.00	0.00	0.00
001-220-00-5111-01-0206	EMERGENCY MEDICAL SERVIC	202,470.99	176,831.00	134,212.07	180,368.00	180,368.00	0.00	0.00
001-220-00-5131-00-0206	OVER-TIME PAY	122,791.55	101,092.00	51,524.80	103,114.00	103,114.00	0.00	0.00
	SALARY & WAGES	2,552,414.91	2,673,975.00	1,502,270.31	2,856,814.00	2,834,282.00	0.00	0.00
	TOTAL - SALARY & WAGES	2,552,414.91	2,673,975.00	1,502,270.31	2,856,814.00	2,834,282.00	0.00	0.00
001-220-00-5200-00-0206	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-220-00-5201-00-0206	GENERAL EXPENSE UNCLASS.	259.80	150.00	42.90	150.00	150.00	0.00	0.00
001-220-00-5242-00-0206	SMALL TOOLSREPAIRS & SU	9,735.52	10,000.00	3,280.53	10,000.00	10,000.00	0.00	0.00
001-220-00-5243-00-0206	REPAIR & MAINT.-VEHICLES	59,243.61	35,454.00	9,976.52	35,454.00	35,454.00	0.00	0.00
001-220-00-5244-00-0206	REPAIR & MAINT.-BUILDING	7,493.96	9,500.00	3,704.61	9,500.00	9,500.00	0.00	0.00
001-220-00-5245-00-0206	REPAIR & MAINT.-EQUIP.	977.87	3,990.00	1,902.72	3,990.00	3,240.00	0.00	0.00
001-220-00-5246-00-0206	DEFIBRILLATOR MAINTENANCE	2,312.33	2,000.00	571.42	2,000.00	2,000.00	0.00	0.00
001-220-00-5311-00-0206	MEDICAL SERVICES	5,435.00	2,850.00	1,125.00	4,500.00	4,500.00	0.00	0.00
001-220-00-5341-00-0206	TELEPHONE	5,915.96	6,348.00	4,596.54	7,800.00	7,800.00	0.00	0.00
001-220-00-5342-00-0206	POSTAGE	256.70	400.00	100.40	400.00	400.00	0.00	0.00
001-220-00-5343-00-0206	SERVICE & MAINT AGREEMEN	16,636.82	22,075.00	9,258.20	22,560.00	22,560.00	0.00	0.00
001-220-00-5361-00-0206	TRAINING	1,580.69	5,635.00	990.00	7,900.00	5,520.00	0.00	0.00
001-220-00-5361-01-0206	TRAINING-CONTINUE EDUCA	12,371.56	14,025.00	10,952.34	14,025.00	14,025.00	0.00	0.00
001-220-00-5390-00-0206	CONTRACTED SERVICES	21,831.21	25,811.00	24,736.22	26,491.00	26,491.00	0.00	0.00
	PURCHASE OF SERVICES	144,051.03	138,238.00	71,237.40	144,770.00	141,640.00	0.00	0.00
001-220-00-5211-00-0206	HEATLIGHT & POWER	4,738.00	4,700.00	1,710.16	4,750.00	4,750.00	0.00	0.00
001-220-00-5212-00-0206	ELECTRICITY	170.41	450.00	82.02	450.00	450.00	0.00	0.00
	UTILITIES	4,908.41	5,150.00	1,792.18	5,200.00	5,200.00	0.00	0.00
001-220-00-5400-00-0206	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-220-00-5420-00-0206	OFFICE SUPPLIES	3,086.75	3,500.00	1,498.95	4,500.00	3,500.00	0.00	0.00
001-220-00-5431-00-0206	BUILDING MAINT.SUPPLIES	1,801.43	2,000.00	1,186.44	2,500.00	2,500.00	0.00	0.00
001-220-00-5432-00-0206	SUPPLIES	968.55	740.00	0.00	1,500.00	1,500.00	0.00	0.00
001-220-00-5501-00-0206	MEDICAL SUPPLIES	34,131.92	42,000.00	23,418.66	42,000.00	42,000.00	0.00	0.00
001-220-00-5585-00-0206	EQUIPMENT FOR PERSONNEL	42,737.81	36,150.00	25,149.12	37,450.00	37,450.00	0.00	0.00
	SUPPLIES	82,726.46	84,390.00	51,253.17	87,950.00	86,950.00	0.00	0.00

Account Number	Account Name	FY20 Exp.	F' Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
001-220-00-5410-00-0206	GASOLINE & DIESEL	19,223.94	21,000.00	7,115.63	21,000.00	21,000.00	0.00
	GASOLINE	19,223.94	21,000.00	7,115.63	21,000.00	21,000.00	0.00
001-220-00-5700-00-0206	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
001-220-00-5731-00-0206	DUES PROF.GATHERINGS	3,700.00	5,060.00	3,215.00	5,060.00	5,060.00	0.00
	OTHER CHARGES	3,700.00	5,060.00	3,215.00	5,060.00	5,060.00	0.00
001-220-00-5800-00-0206	MINOR EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
001-220-00-5850-00-0206	NEW EQUIPMENT	0.00	9,913.00	8,082.75	14,937.00	0.00	0.00
001-220-00-5855-00-0206	MINOR EQUIP-SOFTWARE	2,915.00	0.00	0.00	5,490.00	5,490.00	0.00
001-220-00-5870-00-0206	REPLACEMENT EQUIPMENT	18,927.00	4,189.00	0.00	34,469.00	18,304.00	0.00
	MINOR EQUIPMENT	21,842.00	14,102.00	8,082.75	54,896.00	23,794.00	0.00
	TOTAL - OPERATING EXPENSES	276,451.84	267,940.00	142,696.13	318,876.00	283,644.00	0.00
	FIRE DEPT.	2,828,866.75	2,941,915.00	1,644,966.44	3,175,690.00	3,117,926.00	0.00

Account N	Account Name	FY20 Exp.	Fud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re	amend BOS
0203	FIRE ALARM							
001-225-00-5111-00-0203	REGULAR PAY	12,729.36	16,765.00	7,043.36	17,150.00	17,150.00		0.00
	SALARY & WAGES	12,729.36	16,765.00	7,043.36	17,150.00	17,150.00		0.00
	TOTAL - SALARY & WAGES	12,729.36	16,765.00	7,043.36	17,150.00	17,150.00		0.00
001-225-00-5243-00-0203	REPAIR & MAINT.-VEHICLES	1,505.16	3,735.00	3,496.46	3,735.00	3,235.00		0.00
001-225-00-5245-00-0203	REPAIR & MAINT.-EQUIP.	4,601.48	4,323.00	3,258.98	4,323.00	4,323.00		0.00
	PURCHASE OF SERVICES	6,106.64	8,058.00	6,755.44	8,058.00	7,558.00		0.00
001-225-00-5432-00-0203	SUPPLIES	977.67	1,000.00	573.43	1,000.00	1,000.00		0.00
	SUPPLIES	977.67	1,000.00	573.43	1,000.00	1,000.00		0.00
001-225-00-5410-00-0203	GASOLINE	134.35	458.00	66.41	458.00	458.00		0.00
	GASOLINE	134.35	458.00	66.41	458.00	458.00		0.00
001-225-00-5731-00-0203	DUES & SUBSCRIPTIONS	100.00	100.00	100.00	100.00	100.00		0.00
	OTHER CHARGES	100.00	100.00	100.00	100.00	100.00		0.00
001-225-00-5870-00-0203	REPLACEMENT EQUIPMENT	2,520.00	0.00	0.00	3,510.00	3,510.00		0.00
	MINOR EQUIPMENT	2,520.00	0.00	0.00	3,510.00	3,510.00		0.00
	TOTAL - OPERATING EXPENSES	9,838.66	9,616.00	7,495.28	13,126.00	12,626.00		0.00
	FIRE ALARM	22,568.02	26,381.00	14,538.64	30,276.00	29,776.00		0.00

Account N	Account Name	FY20 Exp.	F	%ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re	amend BOS
0076	EMERGENCY MGT								
001-291-00-5100-00-0076	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-291-00-5111-00-0076	REGULAR PAY	4,000.00	4,000.00	1,999.98	4,000.00	4,000.00	4,000.00	4,000.00	0.00
	SALARY & WAGES	4,000.00	4,000.00	1,999.98	4,000.00	4,000.00	4,000.00	4,000.00	0.00
	TOTAL - SALARY & WAGES	4,000.00	4,000.00	1,999.98	4,000.00	4,000.00	4,000.00	4,000.00	0.00
001-291-00-5243-00-0076	REPAIR & MAINT.-VEHICLES	1,866.36	1,700.00	540.40	1,700.00	1,700.00	1,700.00	1,700.00	0.00
001-291-00-5244-00-0076	REPAIR & MAINT.-BUILDING	500.50	2,500.00	0.00	2,500.00	2,500.00	2,000.00	2,000.00	0.00
001-291-00-5245-00-0076	REPAIR & MAINT.-EQUIP.	172.99	400.00	0.00	500.00	500.00	500.00	500.00	0.00
001-291-00-5341-00-0076	TELEPHONE	9,784.43	7,740.00	6,980.30	7,860.00	7,860.00	7,860.00	7,860.00	0.00
	PURCHASE OF SERVICES	12,324.28	12,340.00	7,520.70	12,560.00	12,560.00	12,060.00	12,060.00	0.00
001-291-00-5211-00-0076	HEATLIGHT & POWER	1,612.79	1,960.00	479.64	1,960.00	1,960.00	1,960.00	1,960.00	0.00
001-291-00-5212-00-0076	ELECTRICITY	1,897.26	1,500.00	795.34	1,800.00	1,800.00	1,800.00	1,800.00	0.00
	UTILITIES	3,510.05	3,460.00	1,274.98	3,760.00	3,760.00	3,760.00	3,760.00	0.00
001-291-00-5420-00-0076	OFFICE SUPPLIES	151.95	500.00	0.00	500.00	500.00	500.00	500.00	0.00
001-291-00-5451-00-0076	CLEANING SUPPLIES	42.83	150.00	0.00	200.00	200.00	150.00	150.00	0.00
001-291-00-5501-00-0076	MEDICAL SUPPLIES	0.00	100.00	0.00	100.00	100.00	100.00	100.00	0.00
001-291-00-5585-00-0076	EQUIPMENT FOR MEN	499.00	750.00	0.00	750.00	750.00	500.00	500.00	0.00
	SUPPLIES	693.78	1,500.00	0.00	1,550.00	1,550.00	1,250.00	1,250.00	0.00
001-291-00-5410-00-0076	GASOLINE & DIESEL	325.45	745.00	0.00	745.00	745.00	745.00	745.00	0.00
	GASOLINE	325.45	745.00	0.00	745.00	745.00	745.00	745.00	0.00
001-291-00-5850-00-0076	NEW EQUIPMENT	3,199.08	5,712.00	0.00	1,698.00	1,698.00	1,698.00	1,698.00	0.00
	MINOR EQUIPMENT	3,199.08	5,712.00	0.00	1,698.00	1,698.00	1,698.00	1,698.00	0.00
	TOTAL - OPERATING EXPENSES	20,052.64	23,757.00	8,795.68	20,313.00	20,313.00	19,513.00	19,513.00	0.00
	EMERGENCY MGT	24,052.64	27,757.00	10,795.66	24,313.00	24,313.00	23,513.00	23,513.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 220 FIRE					
Account Number: 001-220-00-5100-00-0206					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-220-00-5111-00-0206					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		2,573,332.00	
	1 Amount(s):			2,573,332.00	
Account Number: 001-220-00-5111-01-0206					
Name: EMERGENCY MEDICAL SERVIC					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		180,368.00	
	1 Amount(s):			180,368.00	
Account Number: 001-220-00-5131-00-0206					
Name: OVER-TIME PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		103,114.00	
	1 Amount(s):			103,114.00	
Account Number: 001-220-00-5200-00-0206					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-220-00-5201-00-0206					
Name: GENERAL EXPENSE UNCLASS.					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		150.00	
	1 Amount(s):			150.00	
Account Number: 001-220-00-5211-00-0206					
Name: HEATLIGHT & POWER					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		4,750.00	
	1 Amount(s):			4,750.00	
Account Number: 001-220-00-5212-00-0206					
Name: ELECTRICITY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		450.00	
	1 Amount(s):			450.00	
Account Number: 001-220-00-5242-00-0206					
Name: SMALL TOOLSREPAIRS & SU					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		10,000.00	
	1 Amount(s):			10,000.00	
Account Number: 001-220-00-5243-00-0206					
Name: REPAIR & MAINT.-VEHICLES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Maintenance and repairs to vehicles		07/01/2021		35,454.00	
	1 Amount(s):			35,454.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 220 FIRE					
Account Number:	001-220-00-5244-00-0206		2020	9,500.00	-7,251.98
Name:	REPAIR & MAINT.-BUILDING		2021	9,500.00	-3,704.61
Comment		Post Date		Budgeted	
	Repairs to buildings		07/01/2021	9,500.00	
	1 Amount(s):			9,500.00	
Account Number:	001-220-00-5245-00-0206		2020	3,990.00	-678.58
Name:	REPAIR & MAINT.-EQUIP.		2021	3,990.00	-1,902.72
Comment		Post Date		Budgeted	
	Sonicwall license \$750 antivirus\$140 server warranty\$600 acronis backup\$1000 general expenses\$1500		07/01/2021	3,990.00	
	1 Amount(s):			3,990.00	
Account Number:	001-220-00-5246-00-0206		2020	1,500.00	-2,312.33
Name:	DEFIBRILLATOR MAINTENANCE		2021	2,000.00	-571.42
Comment		Post Date		Budgeted	
	Town defibrillator and AED maintenance		07/01/2021	2,000.00	
	1 Amount(s):			2,000.00	
Account Number:	001-220-00-5311-00-0206		2020	6,000.00	-5,435.00
Name:	MEDICAL SERVICES		2021	2,850.00	-1,125.00
Comment		Post Date		Budgeted	
	Medicals \$400x6 (4 call ff & 2 perm ff) psych eval \$450x2 Annual drug testing \$1200		07/01/2021	4,500.00	
	1 Amount(s):			4,500.00	
Account Number:	001-220-00-5341-00-0206		2020	5,659.00	-5,611.96
Name:	TELEPHONE		2021	6,348.00	-4,596.54
Comment		Post Date		Budgeted	
	Telephone costs Comcast Internet Ipad monthly costs Ambulance hot spots		07/01/2021	7,800.00	
	1 Amount(s):			7,800.00	
Account Number:	001-220-00-5342-00-0206		2020	400.00	-256.70
Name:	POSTAGE		2021	400.00	-100.40
Comment		Post Date		Budgeted	
			07/01/2021	400.00	
	1 Amount(s):			400.00	
Account Number:	001-220-00-5343-00-0206		2020	18,100.00	-16,636.82
Name:	SERVICE & MAINT AGREEMEN		2021	22,075.00	-9,258.20
Comment		Post Date		Budgeted	
	Axion \$450 A&A Pest \$360 Air Cleaning Spec \$745 RA Mitchell \$495 IPS Cascade & Air Pak \$6000 Stryker Defib & Stretcher Maint \$14509		07/01/2021	22,560.00	
	1 Amount(s):			22,560.00	
Account Number:	001-220-00-5361-00-0206		2020	8,336.00	-1,580.69
Name:	TRAINING		2021	5,635.00	-990.00
Comment		Post Date		Budgeted	
	Costs for fire PAT tests \$900 Conferences & training \$2000 Confined Space \$5000		07/01/2021	7,900.00	
	1 Amount(s):			7,900.00	
Account Number:	001-220-00-5361-01-0206		2020	14,528.00	-12,371.56
Name:	TRAINING-CONTINUE EDUCA		2021	14,025.00	-10,952.34
Comment		Post Date		Budgeted	
	Costs to send 3 personnel to Fire Academy EMS continuing ed		07/01/2021	14,025.00	
	1 Amount(s):			14,025.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 220 FIRE					
Account Number:	001-220-00-5390-00-0206		2020	23,200.00	-21,831.21
Name:	CONTRACTED SERVICES		2021	25,811.00	-24,736.22
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Medical control \$8000 Station Smarts \$8500 NFPA Codes \$1495 Ambulance License \$1200 Bristol CMED \$850 Edispatches \$1548 CrewSense \$3218 Stericycle (takeover from BPW) \$1680		07/01/2021	26,491.00	
		1 Amount(s):		26,491.00	
Account Number:	001-220-00-5400-00-0206				
Name:	SUPPLIES				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
Account Number:	001-220-00-5410-00-0206		2020	25,000.00	-19,223.94
Name:	GASOLINE & DIESEL		2021	21,000.00	-7,115.63
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	21,000.00	
		1 Amount(s):		21,000.00	
Account Number:	001-220-00-5420-00-0206		2020	3,000.00	-2,615.28
Name:	OFFICE SUPPLIES		2021	3,500.00	-1,498.95
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Increase to purchase a commercial grade shredder		07/01/2021	4,500.00	
		1 Amount(s):		4,500.00	
Account Number:	001-220-00-5431-00-0206		2020	1,500.00	-1,719.47
Name:	BUILDING MAINT.SUPPLIES		2021	2,000.00	-1,186.44
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	2,500.00	
		1 Amount(s):		2,500.00	
Account Number:	001-220-00-5432-00-0206		2020	740.00	-968.55
Name:	SUPPLIES		2021	740.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Purchase of 7 sets of Academy books x \$155 (4 Call 3 Perm)		07/01/2021	1,500.00	
		1 Amount(s):		1,500.00	
Account Number:	001-220-00-5501-00-0206		2020	43,250.00	-33,031.92
Name:	MEDICAL SUPPLIES		2021	42,000.00	-23,418.66
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	42,000.00	
		1 Amount(s):		42,000.00	
Account Number:	001-220-00-5585-00-0206		2020	44,100.00	-42,477.85
Name:	EQUIPMENT FOR PERSONNEL		2021	36,150.00	-25,149.12
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Clothing allowance \$22950 Contractual repairs to EMS Coats + 1 new \$1050 3 Class A uniforms \$1350 3 sets of gear \$7000 2 work uniforms for new ff \$1600		07/01/2021	37,450.00	
		1 Amount(s):		37,450.00	
Account Number:	001-220-00-5700-00-0206				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 220 FIRE					
Account Number:	001-220-00-5731-00-0206		2020	3,704.00	-3,700.00
Name:	DUES PROF.GATHERINGS		2021	5,060.00	-3,215.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	FCAM Memb \$600 IAFC Memb \$230 BCFC Memb \$500 NFPA Dues \$175 Medic licence recerts \$2000 Drug licence \$300 MAIAAI \$35 IAAI \$100 BC Hazmat dues \$200 BCFC meetings \$360 FCAM meetings \$360 MA Boiler Insp. \$50 IAEMSC \$150		07/01/2021	5,060.00	
		1 Amount(s):		5,060.00	
Account Number:	001-220-00-5800-00-0206				
Name:	MINOR EQUIPMENT				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
Account Number:	001-220-00-5850-00-0206		2021	9,913.00	-8,082.75
Name:	NEW EQUIPMENT				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Purchase of new Lucas device		07/01/2021	14,937.00	
		1 Amount(s):		14,937.00	
Account Number:	001-220-00-5855-00-0206		2020	2,915.00	-2,915.00
Name:	MINOR EQUIP-SOFTWARE				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	New software that ties PD call entries to FD Fire & EMS reporting		07/01/2021	5,490.00	
		1 Amount(s):		5,490.00	
Account Number:	001-220-00-5870-00-0206		2020	19,635.00	-18,927.00
Name:	REPLACEMENT EQUIPMENT		2021	4,189.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Replacement of nozzles phase 2 \$5000 replacement of thermal camera \$9995 replacement of 2 AEDs \$3395 Replacement of main repeater \$12139 replacement of computer \$1000 replacement of rugged laptop for ambulance \$3121		07/01/2021	34,469.00	
		1 Amount(s):		34,469.00	
33 Account(s) for Department 220:			2020	2,888,554.00	-2,824,295.37
			2021	2,941,915.00	-1,644,966.44
			Level 1	3,175,690.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 225 FIRE ALARM				
Account Number: 001-225-00-5111-00-0203		2020	16,850.00	-12,729.36
Name: REGULAR PAY		2021	16,765.00	-6,557.28
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	17,150.00	
	1 Amount(s):		17,150.00	
Account Number: 001-225-00-5243-00-0203		2020	3,735.00	-1,038.66
Name: REPAIR & MAINT.-VEHICLES		2021	3,735.00	-2,587.46
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	3,735.00	
	1 Amount(s):		3,735.00	
Account Number: 001-225-00-5245-00-0203		2020	4,323.00	-4,601.48
Name: REPAIR & MAINT.-EQUIP.		2021	4,323.00	-3,258.98
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	4,323.00	
	1 Amount(s):		4,323.00	
Account Number: 001-225-00-5410-00-0203		2020	458.00	-134.35
Name: GASOLINE		2021	458.00	-66.41
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	458.00	
	1 Amount(s):		458.00	
Account Number: 001-225-00-5432-00-0203		2020	1,000.00	-807.67
Name: SUPPLIES		2021	1,000.00	-573.43
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	1,000.00	
	1 Amount(s):		1,000.00	
Account Number: 001-225-00-5731-00-0203		2020	100.00	-100.00
Name: DUES & SUBSCRIPTIONS		2021	100.00	0.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	100.00	
	1 Amount(s):		100.00	
Account Number: 001-225-00-5870-00-0203		2020	2,520.00	-2,520.00
Name: REPLACEMENT EQUIPMENT				
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
Continuance of replacing pagers every year. Requesting 6 pagers in FY22 as funding for 4 was cut in FY21		07/01/2021	3,510.00	
	1 Amount(s):		3,510.00	
7 Account(s) for Department 225:		2020	28,986.00	-21,931.52
		2021	26,381.00	-13,043.56
		Level 1	30,276.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 291 EMERGENCY MANAGEMENT					
Account Number: 001-291-00-5100-00-0076					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-291-00-5111-00-0076					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		4,000.00	-4,000.00
		2021		4,000.00	-1,999.98
		07/01/2021		4,000.00	
	1 Amount(s):			4,000.00	
Account Number: 001-291-00-5211-00-0076					
Name: HEATLIGHT & POWER					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		1,650.00	-1,555.79
		2021		1,960.00	-479.64
		07/01/2021		1,960.00	
	1 Amount(s):			1,960.00	
Account Number: 001-291-00-5212-00-0076					
Name: ELECTRICITY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		1,840.00	-1,730.26
		2021		1,500.00	-795.34
		07/01/2021		1,800.00	
	1 Amount(s):			1,800.00	
Account Number: 001-291-00-5243-00-0076					
Name: REPAIR & MAINT.-VEHICLES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		1,700.00	-1,866.36
		2021		1,700.00	-540.40
		07/01/2021		1,700.00	
	1 Amount(s):			1,700.00	
Account Number: 001-291-00-5244-00-0076					
Name: REPAIR & MAINT.-BUILDING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		300.00	-500.50
		2021		2,500.00	0.00
		07/01/2021		2,500.00	
	1 Amount(s):			2,500.00	
Account Number: 001-291-00-5245-00-0076					
Name: REPAIR & MAINT.-EQUIP.					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		400.00	-26.77
		2021		400.00	0.00
		07/01/2021		500.00	
	1 Amount(s):			500.00	
Account Number: 001-291-00-5341-00-0076					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Telephone fiber optics and Rave Mobile Safety annual fee		07/01/2021		7,860.00	
	1 Amount(s):			7,860.00	
Account Number: 001-291-00-5410-00-0076					
Name: GASOLINE & DIESEL					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		745.00	-325.45
		2021		745.00	0.00
		07/01/2021		745.00	
	1 Amount(s):			745.00	
Account Number: 001-291-00-5420-00-0076					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		225.00	-42.99
		2021		500.00	0.00
		07/01/2021		500.00	
	1 Amount(s):			500.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 291 EMERGENCY MANAGEMENT					
<hr/>					
Account Number:	001-291-00-5451-00-0076		2020	100.00	-42.83
Name:	CLEANING SUPPLIES		2021	150.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	200.00	
	1 Amount(s):			200.00	
<hr/>					
Account Number:	001-291-00-5501-00-0076		2020	100.00	0.00
Name:	MEDICAL SUPPLIES		2021	100.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	100.00	
	1 Amount(s):			100.00	
<hr/>					
Account Number:	001-291-00-5585-00-0076		2020	500.00	-499.00
Name:	EQUIPMENT FOR MEN		2021	750.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	750.00	
	1 Amount(s):			750.00	
<hr/>					
Account Number:	001-291-00-5850-00-0076		2020	3,595.00	-3,199.08
Name:	NEW EQUIPMENT		2021	5,712.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
1 new AED			07/01/2021	1,698.00	
	1 Amount(s):			1,698.00	
<hr/>					
14 Account(s) for Department 291:			2020	24,820.00	-23,403.56
			2021	27,757.00	-10,795.66
			Level 1	24,313.00	
<hr/>					



Search...

Sign

Cart (1)


- Hardware
- Software
- Services
- IT Solutions
- Brands
- Tech Library

Centrize Shopping

Shopping Cart

Sign in to Save this Cart, View Saved Carts or E-mail this Cart

Add Item to Cart
 Enter CDW's or MFG's

Item	Availability	Price	Quantity	Item Total
 Panasonic TOUGHBOOK 55" 14" Core i7-8665U 16GB RAM 512GB Windows 10 Pro <small>MFG Part # P1-5551-8665U CDW Part # 5765696 MFR Part # 4373552</small>	In Stock Get it Monday, January 4	\$449.00 \$3,120.34 Advertiser Price	4	\$3,120.34
ORDER SUMMARY				
				\$3,120.34
Enter shipping/installed amounts				
View Order Summary				

Top Recommendations

Sign in to Save this Cart, View Saved Carts or E-mail this Cart

Update All | Remove All



Two CR2

Quote Number: 10232866

Version: 1

Prepared For: TOWN OF FAIRHAVEN FIRE DEPT
Attn:

Quote Date: 12/17/2020
Expiration Date: 03/17/2021

Remit to:

Stryker Medical
P.O. Box 93308
Chicago, IL 60673-3308
Rep: Crystale Perry
Email: crystale.perry@stryker.com
Phone Number: (401) 255-8876

Delivery Address

Name: TOWN OF FAIRHAVEN FIRE DEPT
Account #: 1186901
Address: 146 WASHINGTON ST
FAIRHAVEN
Massachusetts 02719

End User - Shipping - Billing

Name: TOWN OF FAIRHAVEN FIRE DEPT
Account #: 1186901
Address: 146 WASHINGTON ST
FAIRHAVEN
Massachusetts 02719

Bill To Account

Name: TOWN OF FAIRHAVEN FIRE DEPT
Account #: 1186901
Address: 146 WASHINGTON ST
FAIRHAVEN
Massachusetts 02719

Equipment Products:

Product	Description	Qty	Sell Price	Total
99512-001262	LIFEPAK CR2 Defibrillator, Semi-Automatic, WIFI, English, handle, 8 year warranty. Includes 1 PR QUIK-STEP electrodes and 1 battery (4 years each), LIFE LINK Central AED Program, Manager Basic Account, USB cable, Operating Instructions	2	\$1,595.00	\$3,190.00
2.0 99512-001261	LIFEPAK CR2 Defibrillator, Semi-Automatic, WIFI, English, carrying case, 8 year warranty. Includes 1 PR QUIK-STEP electrodes and 1 battery (4 years each), LIFE LINK Central AED Program, Manager Basic Account, USB cable, Operating Instructions	2	\$1,697.50	\$3,395.00

Equipment Total: \$6,585.00

Price Totals:

Grand Total: \$6,585.00

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.



Quote prepared on:
 Date: March 21, 2021
 Quote prepared by:
 Dennis Noe
 dennis.noe@centralsquare.com

Quote #: Q-26730
 Quote expires on: March 21, 2021

Quote prepared for:
 Todd Correia
 Fairhaven Fire Department

Thank you for your interest in CentralSquare. CentralSquare provides software that powers over 8,000 communities. More about our products can be found at www.centralsquare.com.

WHAT SOFTWARE IS INCLUDED?

PRODUCT NAME	QUANTITY	UNIT PRICE	TOTAL
CAD to 3rd Party XML-1st Destination Folder License Fee	1	2,950.00	2,950.00
CAD to 3rd Party XML 1 Additional Destination Folder License Fee	1	1,475.00	1,475.00
Software Total			4,425.00 USD

WHAT SERVICES ARE INCLUDED?

DESCRIPTION	TOTAL
Public Safety Technical Services - Fixed Fee	390.00
Services Total	390.00 USD

QUOTE SUMMARY

Software Subtotal	4,425.00 USD
Services Subtotal	390.00 USD
Quote Total	4,815.00 USD

Quote prepared on:
 December 21, 2020
 Quote prepared by:
 Dennis Noe
 dennis.no@centralsquare.com

WHAT ARE THE RECURRING FEES?

TYPE	AMOUNT
FIRST YEAR MAINTENANCE TOTAL	\$675.00
FIRST YEAR SUBSCRIPTION TOTAL	\$0.00

The amount totals for Maintenance and/or Subscription on this quote include only the first year of software use and maintenance. Renewal invoices will include this total plus any applicable uplift amount as outlined in the relevant purchase agreement.

BILLING INFORMATION

Fees will be payable within 30 days of invoicing.

Please note that the Unit Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Unit Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Unit Price displayed above.

Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of Customer. This is not an invoice.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Customer on the Quote Form.

PAYMENT TERMS

- License Fees & Annual Subscriptions
 - 100% Due Upon Contract Execution
- Hardware & Third-Party Software
 - 100% Due Upon Contract Execution
- Services
 - Fixed Fee: 100% Due Upon Completion
 - Time & Material: Due as Incurred
- Travel & Living Expenses



Quote Number: QU0000515388
 Effective: 21 OCT 2020
 Effective To: 20 DEC 2020

Bill-To:
 FAIRHAVEN FIRE DEPT, CITY OF
 146 WASHINGTON ST
 FAIRHAVEN, MA 02719
 United States

Ultimate Destination:
 FAIRHAVEN FIRE DEPT, CITY OF
 146 WASHINGTON ST
 FAIRHAVEN, MA 02719
 United States

Attention:
 Name: Todd Correia, DEPT CHIEF
 Phone: (508) 994-1428 ext 2102

Sales Contact:
 Name: Kevin Jay
 Email: kjay@cybercomminc.com
 Phone: 7816471010

Contract Number: ITT57 MA STATE
Freight terms: FOB Destination
Payment terms: Net 45

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	1	T7039A	GTR 8900 Base Radio	-	-	-
(Notes)GTR8900-453-025 / 458-025						
1a	1	X182BZ	ADD: DUPLEXER, UHF	\$1,380.00	\$1,117.80	\$1,117.80
1b	1	X265AP	ADD: BR PRESELECTOR 380-512 MHZ	\$500.00	\$405.00	\$405.00
1c	1	CA00716AA	ADD: ASTRO SYSTEM RELEASE 718	-	-	-
1d	1	CA01951AA	ADD: ANALOG CONVENTIONAL VOTING SOFTWARE	-	-	-
1e	1	X153AW	ADD: RACK MOUNT HARDWARE	\$50.00	\$40.50	\$40.50
1f	1	CA01949AA	ADD: ANALOG ONLY CONV SW	\$6,600.00	\$4,860.00	\$4,860.00
1g	1	X640AL	ADD: UHF R2 (435-524 MHZ)	\$6,300.00	\$5,103.00	\$5,103.00
1h	1	CA00975AA	ADD: BATTERY TEMP SENSOR EXTENSION CABLE	\$260.00	\$162.00	\$162.00
2	450	SVC038VC0124D	SUBSCRIBER INSTALL - CUST LOCATION	\$1.00	\$1.00	\$450.00
(Notes)INSTALLATION SERVICES						

Total Quote in USD **\$12,138.30**

1. Terms subject to ITT57 as modified by the clarifications and terms/conditions. For a full list of terms/conditions please contact your Motorola representative.

2. PO Issued to Motorola Solutions Inc. must:

- >Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
- >Have a PO Number/Contract Number & Date
- >Identify "Motorola Solutions Inc." as the Vendor
- >Have Payment Terms or Contract Number
- >Be issued in the Legal Entity's Name
- >Include a Bill-To Address with a Contact Name and Phone Number
- >Include a Ship-To Address with a Contact Name and Phone Number
- >Include an Ultimate Address (only if different than the Ship-To)
- >Be Greater than or Equal to the Value of the Order
- >Be in a Non-Editable Format



Lucas 3

Quote Number: 10281041

Version: 1

Prepared For: TOWN OF FAIRHAVEN FIRE DEPT

Attn:

SPO: MA Pricing

Quote Date: 11/05/2020

Remit to:

Stryker Medical

P.O. Box 93308

Chicago, IL 60673-3308

Rep: Crystale Perry

Email: crystale.perry@stryker.com

Phone Number: (401) 255-8876

Delivery Address

Name: TOWN OF FAIRHAVEN FIRE DEPT

Account #: 1186901

Address: 146 WASHINGTON ST

FAIRHAVEN

Massachusetts 02719

End User - Shipping - Billing

Name: TOWN OF FAIRHAVEN FIRE DEPT

Account #: 1186901

Address: 146 WASHINGTON ST

FAIRHAVEN

Massachusetts 02719

Bill To Account

Name: TOWN OF FAIRHAVEN FIRE DEPT

Account #: 1186901

Address: 146 WASHINGTON ST

FAIRHAVEN

Massachusetts 02719

Equipment Products:

Product	Description	Qty	Sell Price	Total
99576-000063	LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	1	\$13,275.80	\$13,275.80
2.0 11576-000060	LUCAS Desk-Top Battery Charger	1	\$850.00	\$850.00
3.0 11576-000071	LUCAS External Power Supply	1	\$289.00	\$289.00
4.0 11576-000080	LUCAS 3 Battery - Dark Grey - Rechargeable LiPo	1	\$522.00	\$522.00
Equipment Total:				\$14,936.80

Price Totals:

Grand Total: \$14,936.80

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.



Prepared by: Kevin Jay

Date: December 18, 2020

FAIRHAVEN FIRE DEPARTMENT

146 WASHINGTON STREET
FAIRHAVEN, MA

Attn.: LT. ROBERT LINCOLN

ITEM	QTY	DESCRIPTION	PRICE	EXTENDED
Motorola Minitor VI Pagers				
1	6	Motorola Minitor VI Pagers - UHF Frequency (453 MHz) - Single Frequency - Stored Voice with up to 16 Minutes of Memory - 1 Battery Pack - Standard Charger - Synthesized - 12.5 KHz / 25 KHz - Audible or Vibrate - Intrinsicly Safe / FM Approved - IP56 Rating - Two Year Warranty	\$ 525.00	\$ 3,150.00
2	6	Extended Warranty - OPTION - Increases warranty from 2 to 5 yrs.	\$ 60.00	\$ 360.00



Please allow 2-3 weeks for delivery of equipment.
 Programming: \$25 /unit - NOT INCLUDED.
 Municipal Leasing and Financing Available.

Equipment Total: \$ 3,510.00
 Tax: Exempt
 Labor/Installation: NA
 Programming: NA
 Shipping: \$ -
TOTAL: \$ 3,510.00

FIRE TECH SAFETY OF NEW ENGLAND, INC.
 100 Business Park Dr., Unit 6
 Tyngsborough, MA 01879
 1-800-256-8700 Fax (978) 649-6833



Names / Address
 FAIRHAVEN FIRE DEPT-MA
 146 WASHINGTON STREET
 FAIRHAVEN, MA 02719

Estimate

Date	Quote #
12/17/2020	191544
Valid for 30 Days	



Qty	Description	Unit Price	Terms	Rep
1	BULLARD QXT 320 GOLD CAMERA PACKAGE WITH QXT THERMAL IMAGER IN BLACK/METALLIC BLUE WITH 320X240 RESOLUTION UPGRADE, WIRELESS XT TRUCK MOUNT CHARGER, ELECTRONIC THERMAL THROTTLE, AND XT RETRACTABLE STRAP SHIPPING AND HANDLING INCLUDED IN PRICE	9,995.00	MA BID, FIR 04	JL
		Total		Total
				\$9,995.00

Notice: One or more of the products listed above may contain PFAS. For detailed product information please call 800-256-8700.



Budgetary Quote - Effective 7/1/21 to 6/30/22

Quote Number: 10306135

Send to:

Stryker Medical

P.O. Box 93308

Chicago, IL 60673-3308

Rep: Phil Howard

Email: phil.howard@stryker.com

Phone Number: (888) 627-9598 Ext. 78233

Mobile: (206) 617-2499

Version: 1

Prepared For: TOWN OF FAIRHAVEN FIRE DEPT

Attn: Todd Correia

tcorreia@fairhaven-ma.gov

(508) 994-1428

Quote Date: 12/17/2020

Delivery Address End User - Shipping - Billing Bill To Account

Name: TOWN OF FAIRHAVEN FIRE DEPT Name: TOWN OF FAIRHAVEN FIRE DEPT Name: TOWN OF FAIRHAVEN FIRE DEPT

Account #: 1186901 Account #: 1186901 Account #: 1186901

Address: 146 WASHINGTON ST Address: 146 WASHINGTON ST Address: 146 WASHINGTON ST

FAIRHAVEN FAIRHAVEN FAIRHAVEN

Massachusetts 02719 Massachusetts 02719 Massachusetts 02719

144 ProCare Products:

#	Product	Description	Qty	Start Date	End Date	Sell Price	Total
1.0	78000008	ProCare LIFEPAK 15 Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage	4	07/01/2021	06/30/2022	\$1,620.00	\$6,480.00
2.0	78000020	ProCare LUCAS Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage	2	07/01/2021	06/30/2022	\$1,263.60	\$2,527.20
3.0	77101002	Prevent 1 Year Power Cot 6500	1	07/01/2021	06/30/2022	\$1,120.30	\$1,120.30
4.0	77501002	Prevent 1Yr Power Load	2	07/01/2021	06/30/2022	\$1,471.35	\$2,942.70
5.0	73071PT	PREVENT - Stair Chair	1	07/27/2021	06/30/2022	\$185.76	\$185.76
6.0	77101002	Prevent 1 Year Power Cot 6500	2	12/08/2021	06/30/2022	\$826.16	\$1,252.32
ProCare Total:						\$14,508.28	\$14,508.28

Price Totals:

Grand Total: \$14,508.28

Comments:



Budgetary Quote - Effective 7/1/21 to 6/30/22

Quote Number: 10300135

Version: 1
Prepared For: TOWN OF FAIRHAVEN FIRE DEPT
Attn: Todd Correia
tcorreia@fairhaven-ma.gov
(508) 994-1428

Remit to:
Stryker Medical
P.O. Box 93306
Chicago, IL 60673-3306
Phil Howard
phil.howard@stryker.com
(888) 627-9658 Ext. 78235
(206) 617-2499

Quote Date: 12/17/2020

Term: 1-Year
Billing: Annual
Effective: 7/1/21 to 6/30/22
Devices:
4-ea. LIFEPAK 15 w/ On-Site Prevent + Batteries
2-ea. LUCAS w/ On-Site Prevent + Batteries
1-ea. Power Pro Cot w/ Prevent + Batteries
1-ea. Power Load w/ Prevent + Batteries
1-ea. Stair Pro Chair w/ Prevent + Batteries
(Priced for 338 days - effective 7/27/21 to 6/30/22)
2-ea. Power Pro Cots w/ Prevent + Batteries
(Priced for 204 days - effective 12/8/21 to 6/30/22)
S/N: Please see attachment for a list of serial numbers

145

Prices: In effect for 60 days. Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

The Terms and Conditions of this quote and any subsequent purchase order of the Customer are governed by the Terms and Conditions located at <https://techweb.stryker.com>. The terms and conditions referenced in the immediately preceding sentence do not apply where Customer and Stryker are parties to a Master Service Agreement.

AUTHORIZED CUSTOMER SIGNATURE

Department Name:		FIRE DEPARTMENT FY22																				
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service (2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity (10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Education Incentive (13)	Holiday Pay (14)	Shift Differential (15)	1st Responder or EMT	Stipend/ Other (18)	Total Compensation
CORREIA	TODD	CHIEF	7/30/1995	25			CHIEF			\$0.00	\$124,255.84			\$1,300	\$400	\$3,914.18	\$9,318.74	\$7,828.44		\$9,000		\$156,017.20
NICHOLS	JOY	LT/MEDIC	3/21/2005	15			DC			\$0.00	\$111,830.15			\$850	\$400	\$2,365.61	\$7,804.92			\$8,000		\$151,250.68
LINCOLN	ROBERT	LT/MEDIC	7/23/1984	36	F		LT	\$34.0054	42.0	\$74,553.44				\$1,850	\$18,977	\$2,214.10	\$4,744.44			\$8,000	\$7,907	\$118,246.83
SILVEIRA	DOUGLAS	LT/EMT	7/31/1988	32	F		LT	\$34.0054	42.0	\$74,553.44				\$1,650	\$400	\$1,999.55	\$6,709.78	\$4,670.28		\$5,000	\$2,500	\$97,483.05
MESSIER	BRIAN	LT/MEDIC	10/2/1995	25	F		LT	\$34.0054	42.0	\$74,553.44				\$1,300	\$400	\$1,077.42	\$11,182.80	\$5,387.16		\$8,000		\$101,900.82
CORREIA	PAUL	LT/MEDIC	7/22/1997	23	F		LT	\$34.0054	42.0	\$74,553.44				\$1,200	\$400	\$2,374.05	\$5,964.54	\$5,087.28		\$8,000		\$97,579.31
BENOIT	JOSHUA	FF/MEDIC	4/20/2008	13	F		LT	\$34.0054	42.0	\$74,553.44				\$700	\$400	\$2,435.09	\$2,236.41	\$4,872.96		\$8,000		\$93,197.90
FREITAS	EDWARD	FF/EMT	6/18/1990	31	F		6	\$28.3378	42.0	\$62,127.79				\$1,600	\$400	\$1,800.40	\$3,858.00			\$5,000		\$74,786.19
BURR	CHAUNCEY	FF/MEDIC	8/5/1995	25	F		6	\$28.3378	42.0	\$62,127.79				\$1,300	\$400	\$558.73	\$4,970.09	\$4,516.04		\$8,000	\$2,500	\$84,152.65
NEVES	BRIAN	FF/MEDIC	7/21/1997	23	F		6	\$28.3378	42.0	\$62,127.79				\$1,200	\$400	\$9,319.39	\$4,566.00			\$8,000		\$85,613.18
PEREIRA	ANTONE	FF/MEDIC	10/2/2006	14	F		6	\$28.3378	42.0	\$37,728.95				\$750	\$400	\$3,729.42	\$4,030.32			\$4,667	\$8,457	\$59,362.31
GRAJALES	SHAWN	FF/MEDIC	8/16/2015	5	F		6	\$28.3378	42.0	\$62,127.79					\$400		\$4,659.50	\$4,298.16		\$8,000		\$79,485.45
REBELLO	NATHAN	FF/MEDIC	3/13/2016	5	F		6	\$28.3378	42.0	\$62,127.79					\$400		\$2,485.37	\$4,173.24		\$8,000		\$77,186.40
CORREIA	TYLER	FF/MEDIC	4/3/2016	5	F		6	\$28.3378	42.0	\$62,127.79					\$400			\$4,030.32		\$8,000		\$74,558.11
DEBROSSE	MAGGIE	FF/MEDIC	5/17/2017	4	F		5	\$27.6467	42.0	\$60,612.63		5/7/2022	\$223.96		\$400		\$4,526.30	\$4,212.36		\$8,000		\$77,975.25
DESROCHES	TIMOTHY	FF/MEDIC	8/27/2017	3	F		4	\$26.9724	42.0	\$59,134.29		8/27/2021	\$1,242.07		\$400		\$4,499.19	\$4,196.95		\$8,000		\$77,472.50
GONSALVES	KEVIN	FF/MEDIC	11/17/2017	3	F		6	\$28.3378	42.0	\$62,127.79					\$400		\$6,212.84	\$4,387.44		\$8,000		\$81,128.07
MATTESSICH	MARK	FF/MEDIC	12/3/2017	3	F		4	\$26.9724	42.0	\$59,134.29		12/3/2021	\$853.65		\$400		\$4,806.53	\$4,176.06		\$8,000		\$77,370.53
DECOUTO	TROY	FF/MEDIC	3/25/2018	3	F		4	\$26.9724	42.0	\$59,134.29		3/25/2022	\$400.50		\$400		\$4,770.24	\$4,145.46		\$8,000		\$76,850.49
HARRINGTON	SEAN	FF/MEDIC	3/26/2018	3	F		4	\$26.9724	42.0	\$59,134.29		3/26/2021	\$396.48		\$400			\$4,145.46		\$8,000		\$72,076.23
LACERDA	JESSE	FF/MEDIC	8/19/2018	2	F		3	\$26.2592	42.0	\$57,570.67		8/19/2021	\$1,356.29		\$400			\$3,850.87		\$8,000		\$71,177.83

146

HORSLEY	ERIK	FF/MEDIC	6/10/2019	2	F	3	\$26,2592	42.0	\$57,570.67		6/10/2022	\$94.12			\$400			\$3,308.64	\$8,000	\$69,373.43	
FARIAS JR	MICHAEL	FF/MEDIC	7/8/2019	2	F	3	\$26,2592	42.0	\$57,570.67		7/8/2021				\$400			\$3,768.48	\$8,000	\$69,739.15	
CABRAL	JORDAN	FF/MEDIC	11/16/2019	1	F	2	\$25,5453	42.0	\$56,005.52		11/16/2020	\$976.84			\$400			\$4,046.34	\$8,000	\$73,709.09	
BITTENHOUSE	SCOTT	FF/MEDIC	11/17/2019	1	F	2	\$25,5453	42.0	\$56,005.52		11/17/2020	\$972.55			\$400			\$3,750.98	\$8,000	\$69,109.05	
OLIVEIRA	SHAWN	FF/MEDIC	11/18/2019	1	F	2	\$25,5453	42.0	\$56,005.52		11/18/2020	\$968.26			\$400			\$3,310.60	\$8,000	\$72,513.50	
REPLACEMENT (A)			Est. 2/28/21	0	F	6	\$28,3378	42.0	\$62,127.79						\$400			\$4,173.24	\$8,000	\$77,186.40	
REPLACEMENT (B)			Est. 8/1/2021	0	F	1	\$25,1312	42.0	\$50,664.50						\$400			\$3,324.09	\$7,333	\$61,721.92	
REPLACEMENT (C)			Est. 2/1/2022	0	F	1	\$25,1312	42.0	\$22,165.72						\$167			\$1,208.76	\$3,333	\$26,874.48	
Totals FF									\$1,618,227.04	\$236,085.99		\$7,484.72	\$13,700	\$29,544	\$29,544	\$70,082.94	\$111,618.32	\$126,171.81	\$6,888.96	\$21,364	\$2,405,097.99
AUSTIN	KRISTINE	EXECUTIVE ASST.	2/1/1993	28	NU	12			\$62,514.72						\$400	\$1,400	\$1,796.40			\$66,111.12	
CHASE	SUE	CUSTODIAN	4/7/2008	13	NU	8	\$20,1900	21.0	\$22,132.28						\$400					\$22,532.28	
										\$1,640,359	\$7,485	\$15,100	\$29,944	\$21,879	\$111,618	\$126,172	\$6,889	\$21,364	\$2,493,741		
																			EMS Overtime	\$180,388.00	
																			Regular Overtime	\$103,114.00	
																			TOTAL	\$2,777,223	

147

Comments:

- Chauncey Surr, Antone Medeiros & Douglas Silveira are eligible to receive a retirement notification bonus of \$2500 per union contract.
- (A) Firefighter replacement due to Chief Francis retirement 1/8/20
- (B) Firefighter replacement due to Lt. Lincoln est. retirement 8/1/21 (unknown FF will be promoted)
- (C) Firefighter replacement due to FF Medeiros retirement 2/7/22 (vaca buyout at partial retirement in (15))
- (D) Request for part time custodian - share with PD

SENIOR MAN ESTIMATE - noted on (15) for inclusion purposes

- Step 1 rate \$8.87
- Step 2 rate \$8.46
- Step 3 rate \$7.75
- Step 4 rate \$7.03
- Step 5 rate \$6.96
- Step 6 rate \$5.67

Total \$ 44.14 divided by 6 = 7.36

Department Name:		FIRE DEPARTMENT - CALL FIREFIGHTERS																
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week (5)	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity (10)	Sick Leave Bonus (11)	1st Responder or EMT Pay(16)	Stipend/Other (18)	Total Compensation
COX	TODD	CALL FIREFIGHTER	9/18/2014	6	NU	9A	2	\$20.56		\$0						\$250	\$740	\$990
DANIEL	BRIAN	CALL FIREFIGHTER	12/12/1985	36	NU	9D	8	\$24.56		\$0						\$250	\$884	\$1,134
DOMPIERRE	DAVID	CALL FIREFIGHTER	7/2/2017	4	NU	9A	1	\$20.06								\$250	\$722	\$972
GAUTREAU	MICHOAS	CALL FIREFIGHTER	10/25/2008	13	NU	9B	3	\$21.28		\$0						\$250	\$766	\$1,016
JAMES	JOSEPH	CALL FIREFIGHTER	7/3/2017	4	NU	9A	1	\$20.67								\$250	\$744	\$994
KATZ	ADAM	CALL FIREFIGHTER	10/17/2006	15	NU	9A	4	\$21.60		\$0						\$250	\$778	\$1,028
KNOWLES	G BOURNE IV	CALL FIREFIGHTER	9/10/1990	31	NU	9F	7	\$24.43		\$0						\$250	\$879	\$1,129
LANGVIN	ROBERT	CALL FF / CHAPLAIN	6/1/2016	5	NU	9D	2	\$21.18		\$0						\$0		\$0
OLIVEIRA	NICHOLAS	CALL FIREFIGHTER	6/11/2003	18	NU	9B	4	\$21.82		\$0						\$250	\$786	\$1,036
PEPIN	ED	CALL FF/PHOTOG.	7/1/2008	13	NU	9A	2	\$20.56		\$0						\$0		\$0
RAMOS	SHAIN	CALL FIREFIGHTER	9/6/2016	5	NU	9C	2	\$20.97		\$0						\$250	\$755	\$1,005
ROWE	GARTH	CALL FIREFIGHTER	9/3/2011	10	NU	9B	3	\$21.28		\$0						\$250	\$766	\$1,016
SOUZA	JAMES	CALL FIREFIGHTER	8/12/2003	18	NU	9A	4	\$21.60		\$0						\$250	\$778	\$1,028
THATCHER	IAN	CALL FIREFIGHTER	8/1/2013	8	NU	9B	2	\$20.77		\$0						\$250	\$748	\$998
THATCHER	THOMAS	CALL FIREFIGHTER	1/25/1996	25	NU	9B	6	\$22.92		\$0						\$250	\$825	\$1,075
WILSON	DAVID	CALL FIREFIGHTER	9/4/2011	10	NU	9A	3	\$21.07		\$0						\$250	\$759	\$1,009
NEW		CALL FIREFIGHTER	7/1/2021	0	NU	9B	1	\$20.26		\$0						\$250	\$729	\$979
NEW		CALL FIREFIGHTER	7/1/2021	0	NU	9B	1	\$20.26		\$0						\$250	\$729	\$979
NEW		CALL FIREFIGHTER	7/1/2021	0	NU	9A	1	\$20.06		\$0						\$250	\$722	\$972
NEW		CALL FIREFIGHTER	7/1/2021	0	NU	9A	1	\$20.06		\$0						\$250	\$722	\$972
				* AVERAGE PAY RATE				\$23.67	2166	\$51,258	\$0		\$0	\$0	\$0	\$4,500	\$13,832	\$69,591
																Harbormaster Liason		\$10,000
																Total		\$79,591

Comments:

Other: Included calculation for 1 drill per month per year.

*Average pay rate x Average hours per year. 2166 Hours in 2019. 2019 numbers are being used as 2020 numbers were skewed due to Covid-19.

\$10,000 added for Harbormaster Liason funding

Account Number	Account Name	FY20 Exp.	Fund.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0058	BUILDING						
001-241-00-5100-00-0058	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-241-00-5111-00-0058	REGULAR PAY	169,285.91	181,774.00	89,074.58	178,605.00	178,605.00	0.00
	SALARY & WAGES	169,285.91	181,774.00	89,074.58	178,605.00	178,605.00	0.00
	TOTAL - SALARY & WAGES	169,285.91	181,774.00	89,074.58	178,605.00	178,605.00	0.00
001-241-00-5200-00-0058	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-241-00-5243-00-0058	REPAIR & MAINT.-VEHICLES	297.72	1,500.00	100.64	1,500.00	1,500.00	0.00
001-241-00-5341-00-0058	TELEPHONE	0.00	1,000.00	0.00	1,000.00	1,000.00	0.00
001-241-00-5342-00-0058	POSTAGE	194.00	600.00	326.65	600.00	450.00	0.00
001-241-00-5390-00-0058	CONTRACTED SERVICES	0.00	0.00	0.00	15,000.00	0.00	0.00
	PURCHASE OF SERVICES	491.72	3,100.00	427.29	18,100.00	2,950.00	0.00
001-241-00-5400-00-0058	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-241-00-5420-00-0058	OFFICE SUPPLIES	921.11	750.00	389.54	1,500.00	750.00	0.00
001-241-00-5421-00-0058	BOOKS AND SUBSCRIPTIONS	652.50	700.00	145.00	1,500.00	1,500.00	0.00
001-241-00-5422-00-0058	PREPRINTED FORMS	276.50	250.00	406.50	300.00	300.00	0.00
001-241-00-5582-00-0058	UNIFORMS	280.00	0.00	0.00	300.00	100.00	0.00
	SUPPLIES	2,130.11	1,700.00	941.04	3,600.00	2,650.00	0.00
001-241-00-5410-00-0058	GASOLINE & DIESEL	1,606.90	1,800.00	221.14	0.00	0.00	0.00
	GASOLINE	1,606.90	1,800.00	221.14	0.00	0.00	0.00
001-241-00-5700-00-0058	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
001-241-00-5712-00-0058	MILEAGE & CAR ALLOWANCE	0.00	0.00	0.00	400.00	200.00	0.00
001-241-00-5713-00-0058	SEMINARS/PROF.GATHERINGS	1,049.28	1,500.00	310.99	1,500.00	500.00	0.00
	OTHER CHARGES	1,049.28	1,500.00	310.99	1,900.00	700.00	0.00
	TOTAL - OPERATING EXPENSES	5,278.01	8,100.00	1,900.46	23,600.00	6,300.00	0.00
	BUILDING	174,563.92	189,874.00	90,975.04	202,205.00	184,905.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 241 BUILDING					
Account Number: 001-241-00-5100-00-0058					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-241-00-5111-00-0058					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		178,605.00	
	1 Amount(s):			178,605.00	
Account Number: 001-241-00-5200-00-0058					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-241-00-5243-00-0058					
Name: REPAIR & MAINT.-VEHICLES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Continued Maintenance as needed on truck		07/01/2021		1,500.00	
	1 Amount(s):			1,500.00	
Account Number: 001-241-00-5341-00-0058					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
WiFi/Hotspots for 4 laptops for online permitting- 6 months worth		07/01/2021		1,000.00	
	1 Amount(s):			1,000.00	
Account Number: 001-241-00-5342-00-0058					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Mailings Correspondence. Annuals		07/01/2021		600.00	
	1 Amount(s):			600.00	
Account Number: 001-241-00-5390-00-0058					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Annual fees for permitting software (\$9000) Upload/Carry Historical Documentation on online permitting (\$4500) & Assessor Maps (\$1500)		07/01/2021		15,000.00	
	1 Amount(s):			15,000.00	
Account Number: 001-241-00-5400-00-0058					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-241-00-5410-00-0058					
Name: GASOLINE & DIESEL					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 241 BUILDING					
Account Number:	001-241-00-5420-00-0058		2020	1,000.00	-921.11
Name:	OFFICE SUPPLIES		2021	750.00	-349.23
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Upgrading filing system for all permits-need file folders/jackets/chairs. Computer Kiosk system & printer for online permitting. Ink	07/01/2021		1,500.00	
		1 Amount(s):		1,500.00	
Account Number:	001-241-00-5421-00-0058		2020	700.00	-652.50
Name:	BOOKS AND SUBSCRIPTIONS		2021	700.00	-145.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Code and Digital Publications for Building Inspector.	07/01/2021		1,500.00	
		1 Amount(s):		1,500.00	
Account Number:	001-241-00-5422-00-0058		2020	700.00	-276.50
Name:	PREPRINTED FORMS		2021	250.00	-406.50
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Letterhead-envelopes inspector business cards-material for field work	07/01/2021		300.00	
		1 Amount(s):		300.00	
Account Number:	001-241-00-5582-00-0058		2020	500.00	-280.00
Name:	UNIFORMS				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Boots Logo Shirts.	07/01/2021		300.00	
		1 Amount(s):		300.00	
Account Number:	001-241-00-5700-00-0058				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
		1 Amount(s):		0.00	
Account Number:	001-241-00-5712-00-0058				
Name:	MILEAGE & CAR ALLOWANCE				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Using own vehicle for any emergency call outs.	07/01/2021		400.00	
		1 Amount(s):		400.00	
Account Number:	001-241-00-5713-00-0058		2020	1,900.00	-1,049.28
Name:	SEMINARSPROF.GATHERINGS		2021	1,500.00	-310.99
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Annual Conferences for inspectors monthly SEMBOA meetings Any Trainings	07/01/2021		1,500.00	
		1 Amount(s):		1,500.00	
16 Account(s) for Department 241:			2020	184,097.00	-174,563.92
			2021	189,874.00	-85,813.67
			Level 1	202,205.00	

Town of Fairhaven

FY21-22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: BUILDING

Name of Department Director: Chris Carmichael

Is this request for a new service or program or an expanded service/program

Please describe the service/program:

Request for a Revolving Fund: Board Up Fund; Lien to recover fees repaid back through Treasurer Department.

What need(s) are being addressed by this service or program:

Pursuant to 780 CMR.S 116 & MAL 14. S 7-14: Buildings/Structures deemed unsafe by this Department must be boarded up, required by law. Boarding up to national arson prevention standards will ensure youth, trespassers, vandals, and arsonist from entering structure and will notify first responders of hazards

Describe the benefits to the town of implementing the service/program:

Remove hazards, blight in community

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

Safety of Townspeople

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

New – Revolving Fund – Boarding Up - \$10,000

Provide a narrative description that explains/justifies the additional funding request by line item:

See above. Further information will be explained at budget meeting.

Department Name:	Building	Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade (4)	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation
		Carmichael	Chris	Building Inspector	11/2/2020	1	NU	19	3	\$41.83	40.0	\$42,825	\$87,341	11/2/2021	\$1,302		\$400			\$88,643
		Pacella	Patricia	Admin Assistant	9/15/2016	5	C	C	4	\$23.44	35.0	\$42,825		10/11/2021	\$1,237	\$500	\$400			\$44,962
		Marot	James	Asst. Building Insp.			NU	14	9	\$34.58		\$5,000								\$5,000
		Lussier	Norman	Plumbing Inspector			NU	14	8	\$33.74		\$10,000								\$10,000
		Dalgie	Henry	Gas Inspector			NU	14	9	\$34.58		\$10,000						\$0	\$0	\$10,000
		Cottrill	John	Wiring Inspector			NU	14	8	\$33.74		\$20,000								\$20,000
		Charpentier	Joseph	Back up Wire Inspct			NU	14	4	\$30.58										
												\$87,825	\$87,341		\$2,539	\$500	\$400	\$0	\$0	\$178,605

Notes: if a column does not apply to the employee leave blank

- (1) If the position is currently vacant, type "vacant" in this column
- (2) Years of Service as of July 1, 2021
- (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
- (4) As of July 1, 2021
- (5) For employees who are paid by the hour (not salary)
- (6) Hourly wages: X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
- (7) Annual Salary for employees who are paid salary (not by the hour)
- (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
- (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
- (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
- (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
- (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
- (13) As provided for in Police and Fire Contracts
- (14) As provided for in Police, Dispatchers and Fire Contracts
- (15) As provided for in the Police and Dispatchers Contracts
- (16) As provided for in the Police and Fire Contracts
- (17) As provided for in the Fire, Dispatchers and Police Contracts

Stipends:

P article - .15cents additional an hour/5 year per union contract

Account Number	Account Name	FY20 Exp.	Fud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0465	MARINE RESOURCES						
001-298-00-5100-00-0465	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-298-00-5111-00-0465	REGULAR PAY	120,638.23	163,319.00	67,536.97	162,628.00	162,628.00	0.00
	SALARY & WAGES	120,638.23	163,319.00	67,536.97	162,628.00	162,628.00	0.00
	TOTAL - SALARY & WAGES	120,638.23	163,319.00	67,536.97	162,628.00	162,628.00	0.00
001-298-00-5200-00-0465	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-298-00-5243-00-0465	REPAIR & MAINT.-VEHICLES	399.15	1,020.00	829.61	1,500.00	1,350.00	0.00
001-298-00-5245-00-0465	REPAIR & MAINT.- BLDG & EQUIP.	6,230.93	2,750.00	583.09	5,250.00	4,725.00	0.00
001-298-00-5276-00-0465	DOCKAGE & STORAGE	2,346.18	2,700.00	2,280.00	2,700.00	2,280.00	0.00
001-298-00-5303-00-0465	ADVERTISING	154.00	195.00	0.00	195.00	175.00	0.00
001-298-00-5341-00-0465	TELEPHONE	0.00	0.00	0.00	480.00	432.00	0.00
001-298-00-5342-00-0465	POSTAGE	711.57	685.00	84.60	850.00	765.00	0.00
001-298-00-5361-00-0465	TRAINING	100.00	300.00	0.00	500.00	450.00	0.00
001-298-00-5390-00-0465	CONTRACTED SERVICES	10,759.48	9,955.00	0.00	13,320.00	6,988.00	0.00
	PURCHASE OF SERVICES	20,701.31	17,605.00	3,777.30	24,795.00	17,165.00	0.00
001-298-00-5212-00-0465	ELECTRICITY	98.30	100.00	42.57	100.00	0.00	0.00
	UTILITIES	98.30	100.00	42.57	100.00	0.00	0.00
001-298-00-5422-00-0465	PREPRINTED FORMS	977.00	1,135.00	0.00	1,135.00	1,021.00	0.00
001-298-00-5432-00-0465	SUPPLIES	1,841.11	1,000.00	542.69	1,600.00	1,440.00	0.00
001-298-00-5534-00-0465	SIGN MAKING MATERIALS	150.00	150.00	0.00	150.00	135.00	0.00
001-298-00-5536-00-0465	LICENSE HOLDERS	1,615.00	1,400.00	0.00	1,400.00	1,260.00	0.00
001-298-00-5538-00-0465	BUOYS	0.00	200.00	0.00	200.00	0.00	0.00
001-298-00-5580-00-0465	SUPPLIES/EQUIPMENT	2,112.49	2,250.00	151.54	2,250.00	2,025.00	0.00
001-298-00-5582-00-0465	UNIFORMS	783.65	750.00	234.85	1,000.00	900.00	0.00
	SUPPLIES	7,479.25	6,885.00	929.08	7,735.00	6,781.00	0.00
001-298-00-5410-00-0465	GASOLINE & DIESEL	3,110.91	4,000.00	1,187.07	4,000.00	4,000.00	0.00
001-298-00-5412-00-0465	BOAT GASOLINE	2,184.14	3,500.00	1,177.30	3,500.00	3,170.00	0.00
	GASOLINE	5,295.05	7,500.00	2,364.37	7,500.00	7,170.00	0.00
001-298-00-5700-00-0465	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
001-298-00-5731-00-0465	DUES PROF.GATHERINGS	250.00	350.00	0.00	350.00	315.00	0.00

Account Number	Account Name	FY20 Exp.	F	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	amend BOS
	OTHER CHARGES	250.00		350.00	0.00	350.00	315.00		0.00
	TOTAL - OPERATING EXPENSES	33,823.91		32,440.00	7,113.32	40,480.00	31,431.00		0.00
	MARINE RESOURCES	154,462.14		195,759.00	74,650.29	203,108.00	194,059.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 298 MARINE RESOURCES					
Account Number: 001-298-00-5100-00-0465					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-298-00-5111-00-0465					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		162,628.00	
	1 Amount(s):			162,628.00	
Account Number: 001-298-00-5200-00-0465					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-298-00-5212-00-0465					
Name: ELECTRICITY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		100.00	
	1 Amount(s):			100.00	
Account Number: 001-298-00-5243-00-0465					
Name: REPAIR & MAINT.-VEHICLES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Maintenance on Trucks		07/01/2021		1,500.00	
	1 Amount(s):			1,500.00	
Account Number: 001-298-00-5245-00-0465					
Name: REPAIR & MAINT.- BLDG & EQUIP.					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Maintenance of all Boats & Building Maintenance (Hoppys)		07/01/2021		5,250.00	
	1 Amount(s):			5,250.00	
Account Number: 001-298-00-5276-00-0465					
Name: DOCKAGE & STORAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Fee for the boat slip at West Island Marina		07/01/2021		2,700.00	
	1 Amount(s):			2,700.00	
Account Number: 001-298-00-5303-00-0465					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Ads		07/01/2021		195.00	
	1 Amount(s):			195.00	
Account Number: 001-298-00-5341-00-0465					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Communications - Ipad Data		07/01/2021		480.00	
	1 Amount(s):			480.00	
Account Number: 001-298-00-5342-00-0465					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Any postage needs including waterway user billsmoothing applications and online orders		07/01/2021		850.00	
	1 Amount(s):			850.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 298 MARINE RESOURCES					
Account Number:	001-298-00-5361-00-0465		2020	300.00	-100.00
Name:	TRAINING		2021	300.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Keep certifications up to date		07/01/2021	500.00	
		1 Amount(s):		500.00	
Account Number:	001-298-00-5390-00-0465		2020	11,025.00	-6,492.27
Name:	CONTRACTED SERVICES		2021	9,955.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	\$5000.00 Mooring Softwear \$2960.00 Cad Cell Monitoring \$5000.00 Pump Out station \$360.00 Ipad Service for Pump Out. Building Commisioner will be putting in an article for new permitting software. Cost will be \$5000 - \$10000		07/01/2021	13,320.00	
		1 Amount(s):		13,320.00	
Account Number:	001-298-00-5410-00-0465		2020	5,500.00	-3,110.91
Name:	GASOLINE & DIESEL		2021	4,000.00	-1,187.07
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Fuel for two trucks		07/01/2021	4,000.00	
		1 Amount(s):		4,000.00	
Account Number:	001-298-00-5412-00-0465		2020	3,500.00	-2,184.14
Name:	BOAT GASOLINE		2021	3,500.00	-1,177.30
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Fuel for all boats		07/01/2021	3,500.00	
		1 Amount(s):		3,500.00	
Account Number:	001-298-00-5422-00-0465		2020	1,135.00	-977.00
Name:	PREPRINTED FORMS		2021	1,135.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Envelopes Permits Paper etc		07/01/2021	1,135.00	
		1 Amount(s):		1,135.00	
Account Number:	001-298-00-5432-00-0465		2020	1,200.00	-1,708.14
Name:	SUPPLIES		2021	1,000.00	-518.70
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Day to day operating supplies		07/01/2021	1,600.00	
		1 Amount(s):		1,600.00	
Account Number:	001-298-00-5534-00-0465		2020	150.00	-150.00
Name:	SIGN MAKING MATERIALS		2021	150.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Signs for opening & closing beds		07/01/2021	150.00	
		1 Amount(s):		150.00	
Account Number:	001-298-00-5536-00-0465		2020	1,900.00	-1,615.00
Name:	LICENSE HOLDERS		2021	1,400.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Shellfish Permit Buttons		07/01/2021	1,400.00	
		1 Amount(s):		1,400.00	
Account Number:	001-298-00-5538-00-0465		2020	200.00	0.00
Name:	BUOYS		2021	200.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Maintain & change marker buoys		07/01/2021	200.00	
		1 Amount(s):		200.00	
Account Number:	001-298-00-5580-00-0465		2020	2,000.00	-1,647.15
Name:	SUPPLIES/EQUIPMENT		2021	2,250.00	-124.54
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Boat material & supplies		07/01/2021	2,250.00	
		1 Amount(s):		2,250.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 298 MARINE RESOURCES					
Account Number: 001-298-00-5582-00-0465			2020	750.00	-783.65
Name: UNIFORMS			2021	750.00	-234.85
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Outfit the department with appropriate gear etc			07/01/2021	1,000.00	
			1 Amount(s):	1,000.00	
<hr/>					
Account Number: 001-298-00-5700-00-0465					
Name: OTHER CHARGES & EXPENSES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
			1 Amount(s):	0.00	
<hr/>					
Account Number: 001-298-00-5731-00-0465			2020	350.00	-250.00
Name: DUES PROF.GATHERINGS			2021	350.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
This pays for meetings & seminars for the 3 associations we belong to.			07/01/2021	350.00	
			1 Amount(s):	350.00	
<hr/>					
23 Account(s) for Department 298:			2020	196,294.00	-147,197.81
			2021	195,759.00	-70,126.70
			Level 1	203,108.00	

Department Name:		Marine Resources																
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation
COX	TIMOTHY	HARBORMASTER		13	NU	17	6	\$39.36	40.0	\$82,184	\$82,184	7/1/2021		\$650	\$400	\$2,304		\$85,538
SOUZA	SHERI	PRINCIPAL OFFICE ASST		2	C	B	3	\$20.95	35.0	\$38,276		5/17/2021	\$145	\$0	\$400			\$38,821
DEPUTIES		ASST. HM/DEPUTIES								\$38,270			\$0					\$38,270
Totals										\$76,546	\$82,184		\$145	\$650	\$800	\$2,304	\$0	\$162,628

Stipends

- Notes: if a column does not apply to the employee leave blank**
- (1) If the position is currently vacant, type "vacant" in this column
 - (2) Years of Service as of July 1, 2021
 - (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
 - (4) As of July 1, 2021
 - (5) For employees who are paid by the hour (not salary)
 - (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
 - (7) Annual Salary for employees who are paid salary (not by the hour)
 - (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
 - (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
 - (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
 - (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
 - (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
 - (13) As provided for in Police and Fire Contracts
 - (14) As provided for in Police, Dispatchers and Fire Contracts
 - (15) As provided for in the Police and Dispatchers Contracts
 - (16) As provided for in the Police and Fire Contracts
 - (17) As provided for in the Fire, Dispatchers and Police Contracts

FY22 Deputies Budget Worksheet

Base Salary \$38,269.60 Average Hourly Wage \$16.58

	Hours Per Week	Hours Per Year	Weeks	Hourly Rate	Total Hours	Subtotal	Total \$
January & February	8		8	\$ 16.58	64		\$ 1,061.12
March & April	16		9	\$ 16.58	144		\$ 2,387.52
May - October	40		26	\$ 16.58	1040		\$ 17,243.20
November & December	8		9	\$ 16.58	72		\$ 1,193.76
Boat PumpOut Charge (Total Yearly Cost x 25% Match)		561.5		\$ 16.58		\$ 9,309.67	\$ 2,327.42
Harbormaster Vacation Coverage	40		4	\$ 16.58	160		\$ 2,652.80
Harbormaster Personal Day Coverage		24		\$ 16.58	0		\$ 397.92
Emergency Call Out		87		\$ 16.58	0		\$ 1,442.46
Assistant Harbormaster / Shellfish Deputy Warden	20		27	\$ 17.71	540		\$ 9,563.40
							\$ 38,269.60

Account N°	or	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re	omend BOS
0585		WEIGHTS & MEASURES							
001-244-00-5100-00-0585		PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-244-00-5111-00-0585		REGULAR PAY	7,140.00	7,140.00	0.00	7,140.00	7,140.00	0.00	0.00
		SALARY & WAGES	7,140.00	7,140.00	0.00	7,140.00	7,140.00	0.00	0.00
		TOTAL - SALARY & WAGES	7,140.00	7,140.00	0.00	7,140.00	7,140.00	0.00	0.00
001-244-00-5200-00-0585		PURCHASE OF SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-244-00-5316-00-0585		TRAINING	0.00	127.00	0.00	0.00	0.00	0.00	0.00
		PURCHASE OF SERVICES	0.00	127.00	0.00	0.00	0.00	0.00	0.00
001-244-00-5400-00-0585		SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-244-00-5420-00-0585		OFFICE SUPPLIES	0.00	575.00	0.00	0.00	0.00	0.00	0.00
		SUPPLIES	0.00	575.00	0.00	0.00	0.00	0.00	0.00
001-244-00-5700-00-0585		OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-244-00-5712-00-0585		MILEAGE & CAR ALLOWANCE	0.00	796.00	0.00	300.00	300.00	0.00	0.00
001-244-00-5731-00-0585		DUES PROF.GATHERINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		OTHER CHARGES	0.00	796.00	0.00	300.00	300.00	0.00	0.00
		TOTAL - OPERATING EXPENSES	0.00	1,498.00	0.00	300.00	300.00	0.00	0.00
		WEIGHTS & MEASURES	7,140.00	8,638.00	0.00	7,440.00	7,440.00	0.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 244 WEIGHTS AND MEASURES					
Account Number: 001-244-00-5100-00-0585					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-244-00-5111-00-0585					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Weights and Measures salary		07/01/2021		7,140.00	
	1 Amount(s):			7,140.00	
Account Number: 001-244-00-5200-00-0585					
Name: PURCHASE OF SERVICE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-244-00-5316-00-0585					
Name: TRAINING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-244-00-5400-00-0585					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-244-00-5420-00-0585					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-244-00-5700-00-0585					
Name: OTHER CHARGES & EXPENSES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-244-00-5712-00-0585					
Name: MILEAGE & CAR ALLOWANCE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		300.00	
	1 Amount(s):			300.00	
Account Number: 001-244-00-5731-00-0585					
Name: DUES PROF.GATHERINGS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
9 Account(s) for Department 244:					
		2020		8,638.00	-7,140.00
		2021		8,638.00	-595.00
		Level 1		7,440.00	

Department Name:		Weights and Measures 001-244-00-5111-00-0585																
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation
Vacant		Weights and Measures	appointed by TA	NU					40.0	\$7,140								\$7,140
Totals										\$7,140	\$0		\$0	\$0	\$0	\$0	\$0	\$7,140

Notes: if a column does not apply to the employee leave blank

- (1) If the position is currently vacant, type "vacant" in this column
- (2) Years of Service as of July 1, 2021
- (3) Enter: NU for non-union, C for Clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
- (4) As of July 1, 2021
- (5) For employees who are paid by the hour (not salary)
- (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
- (7) Annual Salary for employees who are paid salary (not by the hour)
- (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
- (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
- (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
- (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
- (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
- (13) As provided for in Police and Fire Contracts
- (14) As provided for in Police, Dispatchers and Fire Contracts
- (15) As provided for in the Police and Dispatchers Contracts
- (16) As provided for in the Police and Fire Contracts
- (17) As provided for in the Fire, Dispatchers and Police Contracts

Account N°	or	Account Name	FY20 Exp.	F	%ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rf	amend BOS
0498		STREET LIGHTS								
001-424-00-5212-00-0498		ELECTRICITY	64,056.27	40,000.00		27,419.40	50,000.00	50,000.00		0.00
		UTILITIES	64,056.27	40,000.00		27,419.40	50,000.00	50,000.00		0.00
		TOTAL - OPERATING EXPENSES	64,056.27	40,000.00		27,419.40	50,000.00	50,000.00		0.00
		STREET LIGHTS	64,056.27	40,000.00		27,419.40	50,000.00	50,000.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 424 STREET LIGHTS					
Account Number: 001-424-00-5212-00-0498			2020	61,000.00	-51,056.27
Name: ELECTRICITY			2021	40,000.00	-26,796.23
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Payments for street lights for several locations in town including Revolution Energy and repairs to lighting			07/01/2021	50,000.00	
1 Amount(s):				50,000.00	
<hr/>					
1 Account(s) for Department 424:			2020	61,000.00	-51,056.27
			2021	40,000.00	-26,796.23
			Level 1	50,000.00	

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0434	SCHOOL						
001-300-00-5111-00-0434	REGULAR PAY	15,714,662.52	21,546,426.00	6,544,010.19	17,701,426.00	17,701,426.00	0.00
	SALARY & WAGES	15,714,662.52	21,546,426.00	6,544,010.19	17,701,426.00	17,701,426.00	0.00
	TOTAL - SALARY & WAGES	15,714,662.52	21,546,426.00	6,544,010.19	17,701,426.00	17,701,426.00	0.00
001-300-00-5201-00-0434	GENERAL EXPENSE UNCLASS.	5,373,860.94	0.00	1,307,642.96	4,678,417.00	4,283,417.00	0.00
	PURCHASE OF SERVICES	5,373,860.94	0.00	1,307,642.96	4,678,417.00	4,283,417.00	0.00
	TOTAL - OPERATING EXPENSES	5,373,860.94	0.00	1,307,642.96	4,678,417.00	4,283,417.00	0.00
	SCHOOL	21,088,523.46	21,546,426.00	7,851,653.15	22,379,843.00	21,984,843.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 300 SCHOOL				
Account Number: 001-300-00-5111-00-0434		2020	16,487,662.00	-15,714,662.52
Name: REGULAR PAY		2021	21,546,426.00	-5,912,941.54
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	17,701,426.00	
1 Amount(s):			17,701,426.00	
Account Number: 001-300-00-5201-00-0434		2020	4,814,854.00	-5,299,762.45
Name: GENERAL EXPENSE UNCLASS.		2021	0.00	-1,035,128.61
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	4,678,417.00	
1 Amount(s):			4,678,417.00	
2 Account(s) for Department 300:		2020	21,302,516.00	-21,014,424.97
		2021	21,546,426.00	-6,948,070.15
		Level 1	22,379,843.00	

Office of the Superintendent
FAIRHAVEN PUBLIC SCHOOL DISTRICT

ADMINISTRATIVE CENTER
128 Washington Street
Fairhaven, MA 02719

Phone: 508-979-4000
Fax: 508-979-4149
Website: www.fairhavenps.org



Robert N. Baldwin, Ed.D.
Superintendent of Schools

Tara M. Kohler
Assistant Superintendent

Jennifer L. Castanhinha
Director of Student Services

Nicole V. Potter
School Business Manager

January 14, 2021

Dear Town Officials,

The FY 2022 Preliminary Draft Budget presented to the Fairhaven School Committee on January 13, 20 was \$22,379,840. This figure is an \$833,414 increase from the FY 21 appropriated figure of \$22,379,840. This figure is a 3.87% increase from FY 2021 to FY 2022.

It is important to note the context behind this budget request. As a result of COVID-19, the school department was able to utilize one-time Federal Grant funding (CARES) to supplement its FY 2021 budget figure. The level service FY 21 request was \$21,946,426. Because of the one-time Federal Grant monies, the school department was able to survive a reduction from the town of \$400,000 from its level service request in FY 21.

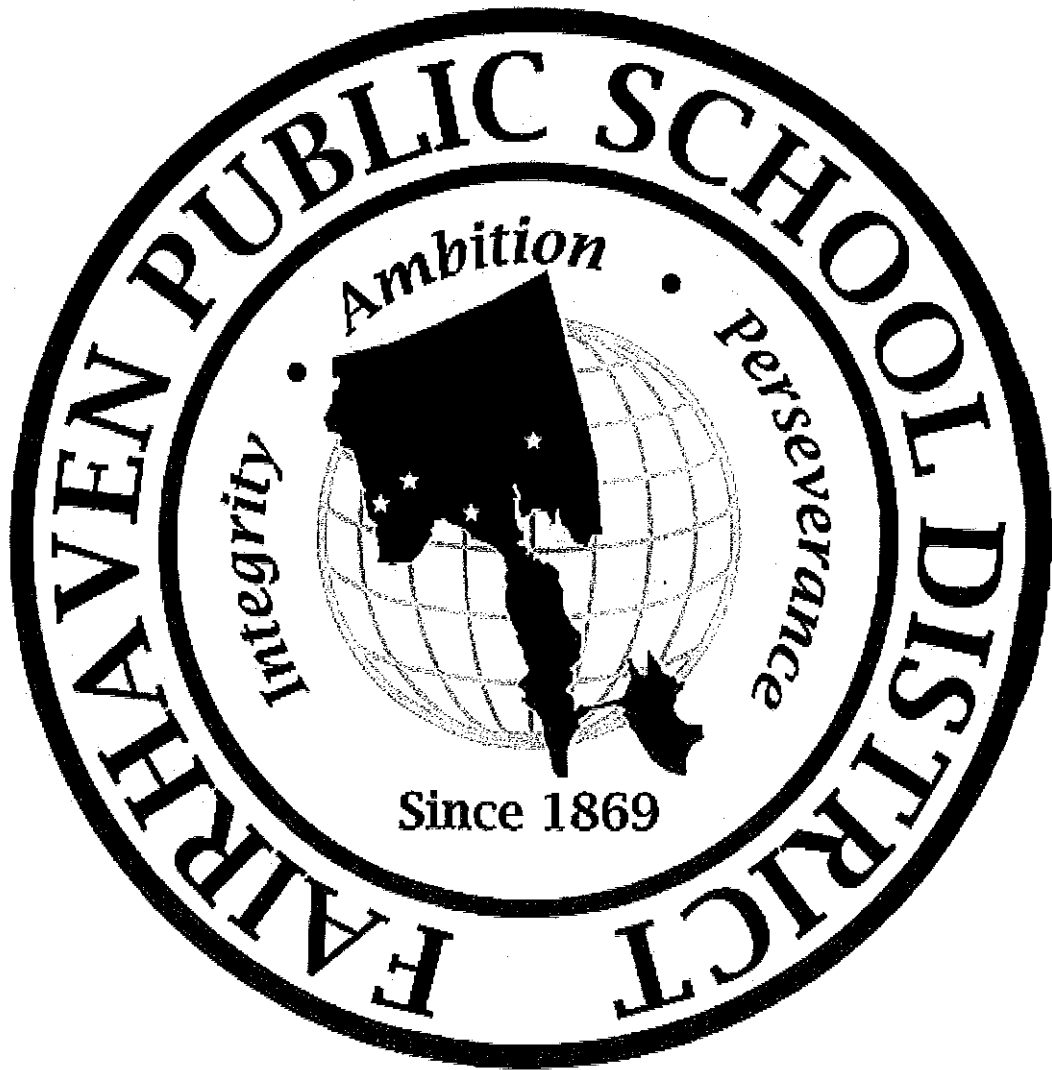
The FY 20 appropriated budget figure of \$21,302,516 and the FY 22 budget request of \$22,379,840 is a more realistic depiction of the actual impact to the Town of Fairhaven General Fund Budget. The two-year difference (without supplemental Federal Grant funding) is 5%, or percent or 1.1% and 3.89% respectively.

The breakdown of this budget request is \$17,701,426 in salary and \$4,678,414 for the operational portion of the budget. These figures total our \$22,379,840 request for FY 22.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Robert Baldwin', is written over the typed name.

Robert Baldwin Ed.D.
Superintendent of Schools



FY22 Preliminary Draft Budget

**Recommendation from District Administration
to the Fairhaven School Committee**

Theory of Action for Budget Development

If the Fairhaven Public School District strategically allocates its human and financial resources to support high level learning for all, creating safe and supportive learning environments, and provides a professional community centered around a common mission, then our students will graduate from high school ready for college or career opportunities.

Plan for District Improvement

A core value within the mission of the Fairhaven Public Schools is to ensure high level learning for all children. The essential components necessary for the achievement of high level learning for all children is a highly effective teacher that delivers instruction within an optimal class size setting. Our educational program is our formal process to ensure high-levels of learning for all children. The school department budget is a policy statement that drives the educational program. It is the tool that provides the support and resources to our mission.

Our budget is developed with the educational programs of the district as a top priority. Our administrative team conducts a full-scale analysis of data and utilizes that information to develop our Goals for District Improvement. This process causes the prioritization of our educational program to take place in all areas for all students. It allows us to take a critical look at all available resources and sets a clear path for what we must do, and more importantly what we will not do. Programs that fall into alignment with the educational objectives of the district may be expanded, and enhanced and programs that do not may be eliminated. Our budget process, in alignment with our District Improvement process, serves as a blueprint with a clear direction for action.

Vision of the Graduate

The Fairhaven Public School District in partnership with our school community provides opportunities for all of our students to become independent, productive, and successful contributors to a global society.

Core Values

The dogged implementation of our district's vision for all of our graduates states our shared beliefs regarding the purpose of our schools, the role of our adults, and the fundamental principles and practices around teaching and learning.

1. We strive to provide a **safe and supportive learning** environment and the **climate, conditions, and culture** so that all students have the opportunity to achieve the stated vision of our graduates.
2. We strive to promote the proper **mindsets** to our students so that they may excel in life. The cornerstones of which are **ambition, perseverance, and integrity**.
3. We strive to provide an **educational program** delivered by a consistent **system of teaching and learning** supported by a **continuum of student services** so that all students are ready for the next grade, school, college, career, and life.
4. We strive to place the people, structures, and systems in position to provide the **resources and to support** the vision of our graduates.
5. We strive to **forge strategic partnerships** that promote collaborative planning to identify and advance opportunities for cooperation between town departments, neighboring municipalities, and community organizations, to examine possible areas of collaboration and partnership so as to improve efficiency and effectiveness of the services that we provide.

Safe and Supportive Environment

- A physically safe environment for learners and adults
- Policies and processes that ensure the safety of learners and adults
- A safe, positive, respectful, and inclusive culture that ensures equity and honors diversity in identity and thought.
- Policies and protocols that define and support respectful treatment of all members of the school community.

Climate Conditions, and Culture

- Decisions that are made in the best interest of students.
- Decisions that are based upon the integrity of the institution and not on the special interest of the individual.
- Our educators are our greatest assets.
- Our educators are highly effective with a mindset for growth.
- Our educators are responsible for all learners and all learning.
- Our educators possess a spirit of continuous improvement.
- Our educators constructively utilize the time and structures provided for ongoing formal and informal collaboration.
- Our district supports our educators in maintaining expertise in their content area and in content-specific instructional practices.
- Our district values our educators as collaborative problem solvers, curriculum creators, and co-learners
- Our district promotes intellectual risk taking and personal and professional growth.

Table of Contents

Budget by State Codes/Budget Process	pages	5-6
Salary Summary/Operational Summary	pages	7-8
District Leadership and Operations	pages	9-10
Educational Program/Teaching and Learning	pages	11-28
Student Services	pages	29-40
Out of District Tuition	pages	41-42
Student Transportation	pages	43-44
Medical Health Services	pages	45-47
Food Services and Building Security	page	48
Athletics/Student Activities	pages	49-52
Custodial Services	pages	53-54
School Grants/Revolving/Special Funds	pages	55-56

BUDGET BY STATE CODES

The school department budget is presented in compliance with the state classification system. This classification system enables the Commissioner to determine each school district's actual net school spending in the prior year and the estimated net school spending in the current year from information contained in the End-of-Year Pupil and Financial Report. Each school district shall report the following expenditures in the annual Department of Education End-of-Year Pupil and Financial Report in accordance with G.L. c. 72, s.3.

The following State Codes are utilized in the FY22 Budget Proposal:

1000 ADMINISTRATION: Activities which have as their purpose the general direction, execution, and control of the affairs of the school district that are system wide and not confined to one school, subject, or narrow phase of school activity.

2000 INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, and developing and utilizing curriculum materials and related services.

3000 OTHER SCHOOL SERVICES: Services other than instructional provided for students.

4000 OPERATION and MAINTENANCE OF PLANT: Housekeeping activities relating to the physical plant and maintenance activities for grounds, buildings, and equipment.

5000 FIXED CHARGES: Retirement and insurance programs, rental of land and buildings, debt service for current loans, and other recurring items, which are not generally provided for under another function.

9000 PROGRAMS WITH OTHER SCHOOL DISTRICTS: Transfers of payments to other school districts or to non-public schools for services provided to students residing in the sending city or town.

The state code classification system specifies the criteria for reporting functional categories of expenditures and gives the specific items, which should be reported under these categories. Thus, the following presentation of our FY22 Fairhaven Public School District Budget is presented in compliance with the state classification system. We present our budget that is in alignment with the annual Department of Education End-of-Year Pupil and Financial Report in accordance with G.L. c. 72, s.3.

BUDGET DEVELOPMENT PROCESS

The FY22 budget is presented utilizing the cost centers of District Leadership and Operations, Teaching and Learning (the Elementary Educational Program, the Secondary Educational Program), and Student Services. Each cost center is presented by utilizing the previously described state code system and its corresponding definition provided by the Department of Education.

The services needed to deliver the educational program to our students are presented in the salary portion of each cost center. The operational portion of the each cost center shows the actual expenditures of the previous three years, the budgeted figure for the current year, and the requested figure for FY22.

The figures presented in the salary portion are presented based upon the educational program. Each component of the educational program is broken down by school, department/area, the number of personnel in each area, and the total amount of the expenditure to deliver that specific component of the salary budget. The level service projections of contractual obligations for all collective bargaining units for each current employee determines the increase to the FY22 budget figure. We itemize the base salary of each and every employee taking into consideration any step increases, lane changes, stipends, known retirements, early retirement incentives and longevity, and any other contractual obligations.

To develop the operational portion of the budget, we continue to use a zero-based philosophy - not a percentage-based increase. This process begins at zero. In November, we meet with the building principals and present them with blank templates regarding dues and fees, supplies and materials, new equipment, replacement of equipment, teaching and instructional materials, textbooks and workbooks, and staffing requests. The operational budget development causes building principals to inventory existing items and provision for needed resources for our teachers and students.

This FY22 preliminary budget recommendation from the administration to the school committee begins with the overall salary budget summary and the overall operational budget summary. The details of each cost center and educational program that comprise these summary documents are presented throughout the remainder of the document.

SALARY SUMMARY

STATE CODE	FY 2022 REQUESTED
DISTRICT LEADERSHIP AND OPERATIONS	
1000 District Leadership and Administration	<u>695,471</u>
TOTAL	695,471
 TEACHING AND LEARNING	
2210 Building Leadership/Secretarial	1,309,474
 2305 TEACHERS CLASSROOM	
Kindergarten	562,837
Primary Grades 1-2	1,127,479
Intermediate Grades 3-5	1,790,402
Intermediate Grade 6	341,861
Specialists (Art, Music, Phys Ed, Inst. Tech)	598,157
English 6 - 12	832,526
Social Studies/History 6 - 12	882,040
World Language 6 - 12	384,180
Mathematics 6 - 12	973,887
Science and Technology 6 - 12	1,143,017
Art 6 - 12	386,962
Music 6 - 12	311,904
Health and Physical Education 6 - 12	499,589
Media/Instructional Technology/Library	86,151
English Language Learner	239,740
Sick Leave	47,100
Teacher Classroom Total	<u>10,087,832</u>
TOTAL	11,397,307
 STUDENT SERVICES	
2120 Curriculum Directors/Supervisory	202,325
 2305/23 PROGRAM	
Pre-School	314,758
Inclusion/Reading	1,150,878
Sub Separate Classrooms	512,510
Child Specific Student Support	133,824
2320 Speech Therapists/OT	<u>290,827</u>
Sped Program Total	2,402,797
 2330 K-2 WIN Program	
	TITLE I
2330 STEP Program	<u>41,075</u>
Program Total	41,075
 2440 Tutorial/Instructional Services	
2710 Guidance Counselors/School to Career	491,566
2800 Psychological Services/Social Workers	692,860
Counseling Services Total	<u>1,241,426</u>
TOTAL STUDENT SERVICES	3,887,622
 2325 SUBSTITUTE TEACHERS	
	272,307
 3200 MEDICAL HEALTH SERVICES	
	259,217
 INSTRUCTIONAL LEADERSHIP	
2120 Curriculum Directors/Supervisory	47,121
3510 Athletics	188,101
3520 Student Activities	<u>55,594</u>
TOTAL	290,815
 SECURITY	
3400 Cafeteria Monitors	38,087
3600 School Security	26,571
5550 Crossing Guards	<u>19,638</u>
TOTAL	84,296
 4110 Custodial Services	
	603,643
4210 Field Maintenance	0
4220 Maintenance of Buildings	182,748
4400 Technology	<u>28,000</u>
TOTAL	814,391
FY 2022 Salary Budget	17,701,426 +/-

OPERATIONAL SUMMARY

State Code	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budgeted	FY22 Budgeted
1000 District Leadership & Administration	132,984	178,572	173,902	161,110	161,650
2210 School Leadership	35,304	22,692	28,799	40,500	40,925
2250 Tech/Maintenance Agreements	50,637	54,156	56,193	58,702	53,650
2357 Professional Development	64,161	82,138	58,103	66,000	68,500
2410 Textbooks	84,753	40,165	35,226	59,750	34,100
2430 Instructional Equip./General Supplies	182,504	172,136	147,830	136,200	107,625
2440 Other Instructional Services (Tutoring)	131,726	105,189	137,263	128,055	143,180
2450 Instructional Technology	311,229	276,378	360,979	241,746	220,677
2710 Guidance and Adjustment	1,214	2,254	1,503	10,090	9,535
2800 Psychological Services	1,292	15,726	11,511	9,000	9,000
TOTAL INSTRUCTION	862,820	770,834	837,408	750,043	687,192
3200 Medical Health Services	4,068	7,620	6,679	5,500	8,655
3300 Transportation Services	1,240,890	1,347,543	1,149,113	1,482,253	1,604,444
3500 Athletics/Student Activities	237,123	221,980	180,163	234,065	253,088
3400 Food Service	857	0	28,412	1,200	1,200
4225 Building Security Equipment	41,779	12,619	54,356	10,000	13,392
TOTAL STUDENT SERVICES	1,524,717	1,589,762	1,418,723	1,713,018	1,880,779
4110 Custodial Services	2,242	1,394	1,208	1,500	1,500
4120 Heating of Buildings	162,135	175,397	192,393	219,500	210,000
4130 Utility Services	323,902	362,850	341,241	405,000	396,450
4200 Maintenance	365,453	327,403	554,939	248,308	283,700
4400 Networking and Telecommunications	9,706	18,345	11,715	0	2,500
TOTAL MAINTENANCE	863,438	885,389	1,101,495	874,308	894,150
5260 Non-Employee Insurance	3,390	3,390	3,390	3,390	3,390
9000 Out of District Tuitions	1,270,656	1,372,944	2,045,309	1,056,208	1,051,253
OPERATIONAL EXPENDITURES	4,658,005	4,800,891	5,580,228	4,558,077	4,678,414
SALARY				16,988,349	17,701,426
TOTAL REQUEST				21,546,426	22,379,840
INCREASE				833,414	
PERCENTAGE INCREASE				3.87%	

DISTRICT LEADERSHIP AND OPERATIONS

District and school leadership includes the School Committee, Office of the Superintendent of Schools, the Director of Student Services, and the Building Principals. District and School Leadership demonstrate effectiveness by having an established and effective team with the same set of expectations for all principals and;

- Designating administrators and/or staff with primary responsibility for conducting a continuous improvement planning cycle in the district, including monitoring progress with implementation and tracking effectiveness of planned activities
- District and School Leadership demonstrate effectiveness by exercising educational and operational leadership among administrators and program directors and;
- Facilitating teacher leadership, collaboration, supervision as well as an evaluation of school practices

Operational systems enhance practices and procedures for the effective supervision and support of custodial, clerical, and other staff effectively so that the buildings are clean, attractive, welcoming, and safe. Our system of Facilities and Maintenance ensures that facilities are clean, safe, well-lit, well-maintained, and conducive to promoting student learning and achievement. Our Fiscal system strives to sustain community support and resources that are needed to implement the educational program and maintain class size goals to obtain an optimum learning environment.

1000 - DISTRICT LEADERSHIP AND ADMINISTRATION - SALARY

- Salaries for School Committee Stipends
- Salaries of Superintendent/Assistant Superintendent and office personnel
- Salaries for Business and Finance and other District-Wide Administration, and office personnel

AREA	STAFF CATEGORY	FTE	SALARY
ADMIN	SCHOOL COMMITTEE	STIPEND	
ADMIN	OFFICE OF THE SUPERINTENDENT	4	
ADMIN	DISTRICT OPERATIONS	3.5	
	TOTAL LEADERSHIP & ADMINISTRATION	7.5	

1000 - DISTRICT LEADERSHIP AND ADMINISTRATION - OPERATIONAL

State Code	Line	Description
1110	SCHOOL COMMITTEE	Meeting costs; equipment; travel
0	SUPERINTENDENT	Expenses of Superintendent and office
1220	ASSISTANT SUPERINTENDENT	Expenses of the Assistant Superintendent and office
1410	BUSINESS AND FINANCE	Expenses for Business and Finance office
1430	LEGAL FEES	School Committee representation for collective bargaining and other litigation
1450	INFORMATION MANAGEMENT/TECH	Expenses for Business and Finance office

STATE CODE	DISTRICT LEADERSHIP & ADMINISTRATION	FY18	FY19	FY20	FY21	FY22
		ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
1110	SCHOOL COMMITTEE	5,226	5,879	7,523	6,000	6,000
1210	SUPERINTENDENT	18,764	25,161	17,576	17,100	17,100
1220	ASSISTANT SUPERINTENDENT	5,403	5,556	3,193	5,200	5,200
1410	BUSINESS AND FINANCE	40,427	74,769	10,801	42,360	42,400
1430	LEGAL FEES	61,534	67,207	74,763	65,000	65,000
1450	INFORMATION MANAGEMENT/TECH	1,603	0	51,047	25,450	25,950
	TOTAL LEADERSHIP & ADMINISTRATION	132,984	178,572	164,903	161,110	161,650

Educational Program

The Fairhaven Public School Educational Program ensures equity and access to a full range of educational programs and services for all learners.

The Fairhaven Public School Educational Program provides knowledge, skills, and understandings in core academic areas of student learning to all of our students.

Knowledge, skills, and understandings

- Communicate literal, interpretive, and critical understandings in clear expository, narrative, and descriptive writing.
- Write effective persuasive essays by taking a clear position, supporting that position with accurate and relevant information, organizing ideas logically and effectively, and expressing ideas with clarity and fluency.
- Speak clearly and concisely, communicating effectively and accurately in meaningful conversation, so as to defend a position and exchange information.
- Add, subtract, multiply, divide and use numbers in calculation, or educational exercises.
- Understand important mathematical concepts and procedures, and engage in complex mathematical tasks and methods to solve problems.
- Have a knowledge base in the biological, earth, and physical sciences, understanding unifying themes in the science, and applying the scientific principles and methods through research, investigations, and inquiry-based activities.
- Have a fundamental knowledge of a language other than English and understand and respect the diversity of languages and cultures.
- The Fairhaven Public School Educational Program values increasing student membership in co-curricular opportunities to create a sense of belonging in all students.

System of Teaching and Learning

- The Fairhaven Public School System of Teaching and Learning maximizes the allocation of structured learning time for students with highly effective educators.
- The Fairhaven Public School System of Teaching and Learning provides a vertically articulated curriculum and a corresponding cycle for review and renewal that are aligned with the state standards.
- The Fairhaven Public School System of Teaching and Learning delivers instructional practices that are designed to meet the learning needs of each student.
- The Fairhaven Public School System of Teaching and Learning implements quality assessments and a focused assessment protocol that informs classroom instruction and curriculum renewal, and are able to predict outcomes for statewide criterion referenced indicators.
- The Fairhaven Public School System of Teaching and Learning examines evidence of student learning and well-being to improve the cycle of curriculum, instruction, assessment practices and programs and services.

Essential conditions necessary for the achievement of high level learning for all children is a highly effective teacher that delivers instruction within an optimal class size setting.

**Eighteen (18) to twenty (20) for grades one and two; and
Twenty (20) to twenty-eight (28) for grades three through twelve.**

Projected Class Size Goals for the Elementary Program (Grades 1 – 5) for the 2021 - 2022 School-Year

<u>School</u>	<u>Goal</u>	<u>Grade K</u>	<u>Grade 1</u>	<u>Grade 2</u>
East Fairhaven Elementary School	20/23	TBD	TBD	13, 13, 13
LeRoy L. Wood Elementary School	20/23	TBD	TBD	19, 19, 19, 19

<u>School</u>	<u>Goal</u>	<u>Grade 3</u>	<u>Grade 4</u>	<u>Grade 5</u>
East Fairhaven Elementary School	23/28	17, 17, 16	19, 19, 19	23, 23, 24
LeRoy L. Wood Elementary School	23/28	18, 18, 18, 17	19, 19, 19, 19	18, 18, 19, 19

Projected Class Size Goals for the Secondary Program (Grades 6 – 12)

The projected analysis for grades 6 -- 12 are all within the class size goals range voted unanimously by the Fairhaven School Committee on September 22, 2006 of twenty (20) to twenty-eight (28) students for grades six through twelve.

2210 - INSTRUCTIONAL LEADERSHIP - SALARY

- Salaries for principal(s) and school office staff.

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	PRINCIPAL	1	
FHS	PRINCIPAL - VICE	2	
FHS	SECRETARY	4	
	TOTAL FHS LEADERSHIP	7	470,703
EHMS	PRINCIPAL	1	
EHMS	PRINCIPAL - VICE	1	
EHMS	SECRETARY	2	
	TOTAL EHMS LEADERSHIP	4	277,592
EAST	PRINCIPAL	1	
EAST	PRINCIPAL - VICE	1	
EAST	SECRETARY	2	
	TOTAL EAST LEADERSHIP	4	281,418
WOOD	PRINCIPAL	1	
WOOD	PRINCIPAL - VICE	1	
WOOD	SECRETARY	2	
WOOD	TOTAL WOOD LEADERSHIP	4	279,760
	TOTAL - SCHOOL LEADERSHIP BUILDING	19	1,309,474

2200 - INSTRUCTIONAL LEADERSHIP - OPERATIONAL

State Code	Line	Description
2110	CURRICULUM DIRECTORS SUPERVISORY	Expenditures for Curriculum Directors and Department Heads by program including Director of Student Services.
2210	SCHOOL LEADERSHIP	Expenditures, salaries, and expenses for School Leadership personnel including principal and school office staff.
2250	ADMIN. TECHNOLOGY	Expenditures for non-instructional building technology including hardware and software.

STATE CODE	INSTRUCTION	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
2110	DIRECTOR/SUPERVISORY	3,646	4,788	4,900	7,000	7,000
2210	SCHOOL LEADERSHIP	31,658	17,904	23,879	33,500	33,925
		35,304	22,692	28,779	40,500	40,925
2250	TECH MAINT AGREEMENT	50,637	54,155	56,193	58,702	53,650

C

(

(

ELEMENTARY EDUCATIONAL PROGRAM (K-5)

All elementary school students are provided the following essential components that comprise the educational program:

- Provide sufficient instructional time for all students in the Core Academic Areas for Student Learning (English Language Arts, Mathematics, Science and Social Studies).
- A highly effective teacher that delivers instruction within an optimal class size setting.
- Each grade level is positioned back door to back door by family (grade level). This allows for team teaching, differentiating instruction, and intervention blocks of time based upon analysis of student data.
- All Primary Grade Level Classrooms (PreK-2) are located within the same neighborhood (floor or level). All Intermediate Grade Level Classrooms (3 – 5) are located within the same neighborhood (floor or level). This structure allows for an efficiency of effort in order to provide services to all children.
- The ability to collaborate and have collegial discourse is provided via a common planning room located within the center of the neighborhood. Each year's learning targets are linked to the previous and following year's targets, providing continuity among grade levels. Teachers are located in the same neighborhood in order to assure effective curricular coordination between and among all grade level teachers within the school.
- All teachers in grades K-5 have scheduled planning periods per day. The advantages of this common time allows teachers to share their best practices; examine benchmarks students are required to master; collaborate to provide students with accurate, timely, and specific feedback; plan effective units and lessons; examine student work; solve common problems of teaching; and consult with special education staff regarding the delivery of inclusion services and regarding I.E.P.s. Planning periods are provided to classroom teachers when their students participate in the Specialty areas of Art, Music, Physical Education and Instructional Technology classes.

East Fairhaven Elementary School

BY THE NUMBERS 2020-21

325

ENROLLMENT

HEALTH

daily health phone calls

15

daily health visitors

15

TECHNOLOGY

1:1

EVENTS

7

STUDENTS RECEIVING SERVICES

IEP 504
60 10

100%

OF PARENTS STRONGLY BELIEVE THAT THE DISTRICT HAS DONE EVERYTHING THEY CAN TO ENSURE THEIR CHILD'S SAFETY AMID THE PANDEMIC

LEROY L. WOOD ELEMENTARY

BY THE NUMBERS 2020-21

455

ENROLLMENT

HEALTH

daily health phone calls

20-30

daily health visitors

5-10

STUDENTS RECEIVING SERVICES

IEP *504*

74 **24**

TECHNOLOGY

1:1

EVENTS

Harvest Day

Thanksgiving Snack (virtual w/ both Cohorts)

Surprised Scholars by Decorating the Building w/ Christmas Cheer

Holiday Spirit Week

Elf on the Shelf (Assistant Principal)

98%

OF PARENTS STRONGLY BELIEVE THAT THE DISTRICT HAS DONE EVERYTHING THEY CAN TO ENSURE THEIR CHILD'S SAFETY AMID THE PANDEMIC

2305 - CLASSROOM TEACHERS - SALARY

- Expenditures for salaries of certified teachers.

KINDERGARTEN

SCHOOL	STAFF CATEGORY	FTE	SALARY
EAST	KINDERGARTEN TEACHERS	3	
WOOD	KINDERGARTEN TEACHERS	4	
	<i>TOTAL KINDERGARTEN TEACHERS</i>	7	562,837

PRIMARY GRADES 1-2

SCHOOL	STAFF CATEGORY	FTE	SALARY
EAST	FIRST GRADE TEACHERS	3	
EAST	SECOND GRADE TEACHERS	3	
	<i>TOTAL EAST PRIMARY TEACHERS</i>	6	472,681
WOOD	FIRST GRADE TEACHERS	4	
WOOD	SECOND GRADE TEACHERS	4	
	<i>TOTAL WOOD PRIMARY TEACHERS</i>	8	816,888
	<i>TOTAL PRIMARY TEACHERS</i>	14	1,127,479

INTERMEDIATE GRADES 3-5

SCHOOL	STAFF CATEGORY	FTE	SALARY
EAST	THIRD GRADE TEACHERS	4	
EAST	FOURTH GRADE TEACHERS	3	
EAST	FIFTH GRADE TEACHERS	3	
	<i>TOTAL EAST INTERMEDIATE TEACHERS</i>	9	739,742
WOOD	THIRD GRADE TEACHERS	5	
WOOD	FOURTH GRADE TEACHERS	4	
WOOD	FIFTH GRADE TEACHERS	4	
	<i>TOTAL WOOD INTERMEDIATE TEACHERS</i>	13	933,795
	<i>TOTAL INTERMEDIATE TEACHERS</i>	21	1,730,402

ELEMENTARY SPECIALTY AREA TEACHERS

SCHOOL	STAFF CATEGORY	FTE	SALARY
EAST	ART TEACHER	1	
WOOD	ART TEACHER	1	
	TOTAL ART TEACHERS	2	148,045
EAST	MUSIC TEACHER	1	
WOOD	MUSIC TEACHER	1	
	TOTAL MUSIC TEACHERS	2	133,142
EAST	PHYSICAL EDUCATION TEACHER	1	
WOOD	PHYSICAL EDUCATION TEACHER	1	
	TOTAL PHYSICAL EDUCATION TEACHERS	2	171,444
ELEM	INNOVATION SPECIALIST	1	85,526
	TOTAL SPECIALTY AREA	7	538,157

1 LITERACY PARAPROFESSIONALS

- *Salaries for Paraprofessionals supporting K-2 Literacy.*

SCHOOL	STAFF CATEGORY	FTE	TOTAL COST
DISTRICT	K-2 PARAPROFESSIONALS	4	
DISTRICT	INTERVENTIONIST	2	
DISTRICT	ASST PRINCIPAL FOR TEACHING & LEARNING	1	
	TOTAL	7	251,220
	GRANT OFFSET	TITLE I	(251,220)
	TOWN BUDGET AMOUNT		0

SECONDARY EDUCATIONAL PROGRAM (6 – 12)

The recommended program of study that Massachusetts high school students need in order to be prepared for college and a career consists of units. A unit represents a full academic year of study or its equivalent in a core academic area.

The Educational Program at the Secondary Level (6 – 12) provides sufficient instructional time in the Core Academic Areas for Student Learning (English Language Arts, Mathematics, Science and Technology, History/Social Science, and World Language). A highly effective teacher delivers this subject matter within a class size that adheres to the district's class size goals. Exploratory/Elective programs are delivered in the areas of Art, Media Production, Library/Instructional Technology, Music, Health and Physical Education.

SUBJECT	UNITS	DESCRIPTION
ENGLISH LANGUAGE ARTS	4	English 9-12; may include AP in Junior and/or Senior year
MATHEMATICS	4	This Academic Pathway should conclude with the completion of Geometry through Algebra II
SCIENCE	3	The Board of Higher Education admissions standards require three (two lab-based) physical and natural science units.
HISTORY/SOCIAL STUDIES	3	The Academic Pathway should conclude with World History and US History I and II.
WORLD LANGUAGE	2	Two units of the same language.

Academic Pathways (Grades 6 – 12)

The following is an example of the implementation of an Academic Pathway in the area of History/Social Science at the secondary level:

What is the flow of coursework beginning with the end in mind based upon completion of the History/Social Science Program of Studies?

- History/Social Science 3 Units
- The Academic Pathway should conclude with World History and US History I and II
- Each course will flow from the accomplishment of grade or course specific benchmarks within a content area backwards.

When does the academic pathway begin?

- Academic Pathways are organized into sequenced units of study that serve as the detailed road map ensuring that all students achieve the desired end.
- The Academic Pathway for History/Social Science shows the sequence of study for coursework in Grades 6 – 12:
 - Grade 6 Geography ½ year course
 - Grade 7 Ancient Civilizations
 - Grade 8 World History
 - Grade 9 World History
 - Grade 10 US History
 - Grade 11 US History

ELIZABETH I. HASTINGS MIDDLE SCHOOL

BY THE NUMBERS 2020-21

444

ENROLLMENT

HEALTH

daily health phone calls

23

daily health visitors

7

STUDENTS RECEIVING SERVICES

IEP 504

69 30

TECHNOLOGY

1:1

CLUBS/ACTIVITIES

2

VIRTUAL EVENTS

5

BUILDING IMPROVEMENTS

New Gym Floor

All Classrooms painted

Blue Devil Painted in Gymnasium

Inspirational Quotes/Images Painted Throughout Building

Hallway Banners: Blue Devil PRIDE

99%

OF PARENTS STRONGLY BELIEVE THAT THE DISTRICT HAS DONE EVERYTHING THEY CAN TO ENSURE THEIR CHILD'S SAFETY AMID THE PANDEMIC

FAIRHAVEN HIGH SCHOOL
BY THE NUMBERS 2020-21

East Fairhaven Elementary School
BY THE NUMBERS 2020-21

COMING SOON

2305 - CLASSROOM TEACHERS - SALARY

- Expenditures for salaries of certified teachers.

ENGLISH LANGUAGE ARTS

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	ENGLISH TEACHERS	7	
EHMS	ENGLISH TEACHERS	4	
	TOTAL ENGLISH TEACHERS	11	832,526

HISTORY/SOCIAL STUDIES

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	HISTORY TEACHERS	7	
EHMS	HISTORY TEACHERS	4	
	TOTAL HISTORY/SOCIAL STUDIES TEACHERS	11	882,040

WORLD LANGUAGE

SCHOOL	STAFF CATEGORY	FTE	SALARY
3	WORLD LANGUAGE TEACHERS	4	
EHMS	WORLD LANGUAGE TEACHER	1	
	TOTAL WORLD LANGUAGE TEACHERS	5	384,180

MATHEMATICS

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	MATHEMATICS TEACHERS	8	
EHMS	MATHEMATICS TEACHERS	5	
	TOTAL MATHEMATICS TEACHERS	13	973,887

SCIENCE/TECHNOLOGY

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	SCIENCE TEACHERS	10	
EHMS	SCIENCE/TECHNOLOGY TEACHERS	5	
	TOTAL SCIENCE/TECH TEACHERS	15	1,143,017

VISUAL ARTS

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	ART TEACHERS	4	
EHMS	ART TEACHER	1	
	<i>TOTAL VISUAL ARTS</i>	5	386,962

MUSIC

SCHOOL	STAFF CATEGORY	FTE	SALARY
DISTRICT	MUSIC TEACHER	1	
FHS	MUSIC TEACHERS	2	
EHMS	MUSIC TEACHER	1	
	<i>TOTAL MUSIC TEACHERS</i>	4	311,904

HEALTH/PHYSICAL EDUCATION

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	PHYSICAL EDUCATION/HEALTH TEACHERS	3	
EHMS	PHYSICAL EDUCATION/HEALTH TEACHERS	3	
	<i>TOTAL PE/HEALTH TEACHERS</i>	6	499,589

LIBRARY/MEDIA

SCHOOL	STAFF CATEGORY	FTE	TOWN BUDGET
FHS	MEDIA PRODUCTION	1	
FHS	LIBRARY/MEDIA CENTER	1	
EHMS	MEDIA PRODUCTION	1	
	<i>TOTAL LIBRARY/MEDIA TEACHER</i>	3	199,872
	<i>GRANT OFFSET</i>	COMCAST	(113,721)
	<i>TOWN BUDGET REQUEST</i>		86,151

ENGLISH LANGUAGE LEARNER

SCHOOL	STAFF CATEGORY	FTE	SALARY
DISTRICT	ENGLISH LANGUAGE LEARNER TEACHERS	3	239,740

SIXTH GRADE

SCHOOL	STAFF CATEGORY	FTE	SALARY
EHMS	SIXTH GRADE TEACHERS	7	
	TOTAL SIXTH GRADE TEACHERS	7	341,861

INSTRUCTION - OPERATIONAL

State Code	Line	Description
2356	PROFESSIONAL DEVELOPMENT (INSTRUCTIONAL STAFF)	Expenditures for teachers and instructional support staff to participate in professional development, both inside and outside the district, including stipends, reimbursements to take courses, registration fees, and cost of publications.
2358	PROFESSIONAL DEVELOPMENT (OUTSIDE PROVIDERS)	Expenditures for vendors who provide professional development to instructional staff.
2410	ACADEMIC TEXTBOOKS	Expenditures for Textbooks and Related Software/Media/Materials including consumable workbooks, materials, and accessories, provided as an integrated package as well as printed manuals used to support direct instructional activities.
2415	OTHER INSTRUCTIONAL MATERIALS (LIBRARIES)	Expenditures of Other Instruction Materials including books and other materials excluding textbooks, for use in school libraries or classroom libraries.
2420	INSTRUCTIONAL EQUIPMENT	Expenditures for Instructional Equipment science lab equipment irrespective of unit cost. Also includes lease/purchase of equipment used to produce instructional material.
2430	GENERAL CLASSROOM SUPPLIES	Expenditures for paper, pens, pencils, crayons, chalk, paint, toner printer cartridges, calculators, etc.

STATE CODE	INSTRUCTION	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
2356	PD INSTRUCTIONAL	0	69,061	30,165	56,000	56,600
2358	PD PROVIDERS	0	13,077	27,839	10,000	11,900
		64,161	82,138	58,004	66,000	68,500
2410	ACADEMIC TEXTBOOKS	84,753	37,096	32,821	56,500	31,000
2415	OTHER INSTRUCT MATL.	2,377	3,069	2,406	3,250	3,100
		87,130	40,165	35,227	59,750	34,100
2420	INSTRUCTIONAL EQUIPMENT	15,882	14,198	11,783	11,500	12,050
2430	CLASSROOM SUPPLIES	131,726	157,938	136,047	124,700	95,575
		147,608	172,136	147,830	136,200	107,625

2451 - INSTRUCTIONAL TECHNOLOGY - OPERATIONAL

State Code	Line	Description
2451	CLASSROOM INSTRUCTIONAL TECHNOLOGY	Expenditures such as computers, servers, networks, scanners, digital cameras, etc. used in the classroom or computer laboratories.
2453	OTHER INSTRUCTIONAL HARDWARE	Expenditures for Other Instructional Hardware including computers, servers, networks, scanners, digital cameras, etc. used in school libraries and media centers.
2455	INSTRUCTIONAL SOFTWARE	Expenditures for Instructional Software including the cost of programs and licenses.

STATE CODE	INSTRUCTIONAL TECHNOLOGY	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
2451	INSTRUCTIONAL HARDWARE	6,917	176,617	251,992	143,604	107,000
2453	INSTRUCTIONAL OTHER	242,639	12,255	6,053	0	800
2455	INSTRUCTIONAL SOFTWARE	61,673	87,506	102,933	98,142	112,877
		311,229	276,378	360,978	241,746	220,677

STUDENT SERVICES

Fairhaven Public School students receive appropriate services to support their academic, social, and emotional success. Identified special education students receive direct services identified in a clearly defined continuum of student services delivered by special education teachers. Students receive services that meet their personal, social, emotional, academic, career, and college counseling needs from effective, certified/licensed professionals. Identified English Language Learners and students with 504 Accommodation Plans receive appropriate programs and services that support their learning from effective, certified/licensed personnel.

The Fairhaven Public Schools have worked extremely hard to ensure the Delivery of Services for Students with Disabilities is executed with fidelity so that highly effective/licensed special education teachers deliver direct services to identified special education students only in the clearly defined continuum of student services. We are proud of the continuum of student services that is clearly defined for our district.

2120 - CURRICULUM DIRECTORS SUPERVISORY - SALARY

- Salaries for Department Heads at the district level
- Salaries for Director of Special Education and other managers responsible for delivery of student instruction programs at district level and office staff
- Expenditures for salaries of certified teachers.

SCHOOL	STAFF CATEGORY	FTE	TOWN BUDGET
SPED DISTRICT	DIRECTOR OF STUDENT SERVICES	1	
SPED DISTRICT	ASST. DIR. STUDENT SERVICES	.5	
SPED DISTRICT	SECRETARY	1	
SPED DISTRICT	SECRETARY	1	
	TOTAL	3.5	236,431
	TOTAL GRANT OFFSET	SPED IDEA	(34,106)
	TOWN BUDGET REQUEST		202,325

STUDENT SERVICES - OPERATIONAL

State Code	Line	Description
2440	OTHER INSTRUCTIONAL SERVICES	Expenditures for Other Instructional Services including field trips and distance learning.
2710	GUIDANCE AND SCHOOL ADJUSTMENT COUNSELORS	Expenses related to Guidance Counselors and School Adjustment Counselors
2720	TESTING & ASSESSMENT	Expenses and materials used for testing and assessing students.
2800	PSYCHOLOGICAL SERVICES	Expenses for psychological evaluation, counseling, and other services provided by a licensed mental health professional (Psychologists, LICSWs)

STATE CODE	STUDENT SERVICES	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
2440	OTHER INSTRUCTIONAL SERVICES	131,726	105,189	137,263	128,055	143,180
2710	GUIDANCE AND SACS	1,214	1,498	1,503	3,500	2,945
2720	TESTING AND ASSESSMENT	792	766	0	6,590	6,590
2800	PSYCHOLOGICAL SERVICES	1,292	15,726	11,511	9,000	9,000
		135,024	123,169	150,277	147,145	161,715

EARLY CHILDHOOD/PRESCHOOL PROGRAM

There are three (3) early childhood preschool special education classrooms servicing the district. There are two (2) inclusion preschool classrooms and one (1) substantially separate early childhood preschool classroom. Three certified preschool teachers and four paraprofessionals (one is ABA trained) are needed to service this program.

The capacity of each inclusion preschool is fifteen (15) students; seven (7) special education students and eight (8) peer partner students. The capacity of the substantially separate preschool classroom is nine (9) students.

PRESCHOOL PROGRAM - SALARY

- *Salaries for Teachers and Paraprofessionals working in the Early Childhood/Preschool Program.*

SCHOOL	STAFF CATEGORY	FTE	TOWN BUDGET
ELEMENTARY	PRESCHOOL TEACHERS	3	
ELEMENTARY	PARAPROFESSIONALS - PRESCHOOL	3	
ELEMENTARY	PARAPROFESSIONAL - PRESCHOOL	1	
ELEMENTARY	PARAPROFESSIONAL - PRESCHOOL	1	SPED EC GRANT
	TOTAL PRESCHOOL PROGRAM	8	334,257
	<i>GRANT OFFSET</i>	EC	(19,499)
	TOWN BUDGET REQUEST		314,758

SPECIAL EDUCATION INCLUSION PROGRAM

For students whose IEP's prescribe services through an Inclusion model (Full or partial), special education services are delivered primarily by certified, licensed special education teachers. A collaborative partnership between a certified special education teacher and a highly qualified special education paraprofessional provides consultative, collaborative, and co-teaching services to identified and assigned grade level students.

At the elementary level, five (5) certified, special education/phonetic based reading teachers and four (4) counterpart special education paraprofessionals serve the needs of all identified elementary students requiring inclusive services.

At the secondary level, seven (7) certified, special education/phonetic based reading teachers and three (9) counterpart special education paraprofessionals serve the needs of all identified middle school aged students requiring inclusive services.

Special education teachers identified for inclusion will be provided with a dedicated partner paraprofessional. This team of two will deliver all inclusion services to all identified students on an Individual Education Plan. All identified highly effective special education personnel must be utilized primarily to deliver direct services to identified special education students only. We will prioritize the scheduling of special education teachers and the identified special education paraprofessionals needed to deliver direct services to identified special education students only. The partner paraprofessional shall be utilized solely for the purpose of special education inclusion services. The special education inclusion teacher will develop a weekly service schedule in collaboration with their partner paraprofessional.

Resource and Pull-Out Special Education Services: In addition, for specific services addressed in a partial inclusive setting, Resource and pull-out special education services are also supported and delivered based on a student's identified need by assigned certified, special education personnel identified above. This service also supports students requiring a substantially separate ELA and substantially separate Math sections. Groupings are non-categorical and based on the needs of each individual student.

Specialized Instructional Support Class: Additionally, At EHMS, as part of their daily schedule to support identified students, certified, Special Education teachers cover one grade level specific period identified as an Instructional Support Class (ISC) section in grades 6 - 8. Paraprofessional services support the small group, differentiated instruction as needed.

At FHS, as part of their daily schedule to support identified students, certified, Special Education teachers cover one grade level specific period identified as an Instructional Support Class (ISC) section in grades 9 - 12. Paraprofessional services support the small group, differentiated instruction as needed.

PHONETIC BASED READING SERVICES

Currently Phonetic Based Reading Services are offered to identified students grades 3-8. As part of the district's powerful teaching and learning practices, Fairhaven Public Schools maintains a focus on Literacy grades K-2. By the end of grade 2 and beyond, students with an identified language based disability may require phonetic based reading services to support their focus on literacy, language, and reading skills across all content areas. Currently, Special education teachers at the elementary and middle school are certified and trained in phonetic based reading approaches. Program guidelines and requirements regarding service delivery include homogenous student groupings (by what level students are at); daily small group instruction (up to 6 students; 5 x 60 minutes/5 day cycle); or weekly individual instruction (3 x 60 minutes/5 day cycle). For maximum results and progress service delivery must be immediate and consistent upon identification of the student's need. Students receiving this remediation service should move through the specialized program within 3 years of starting the program. Phonetic Based Reading will be provided as prescribed to identified students at a minimum (5 x 45 minutes/5 day cycle).

Ramp up to Literacy: At the end of Grade 8 students are assessed on their I-Ready scores. The bottom stanine of students are identified and enrolled into a grade 9 Ramp up to Literacy section at FHS, taught by a certified ELA teacher and a certified Special Education Teacher. In Grade 10, the same roster of Grade 9 Ramp up to Literacy students stay together to receive their Grade 10 Bridge, Inclusion ELA class delivered by the same two teachers.

INCLUSION AND PHONETIC BASED READING PROGRAM - SALARY

SCHOOL	STAFF CATEGORY	FTE	TOWN BUDGET
EAST	INCLUSION TEACHERS	2	
EAST	PARAPROFESSIONALS	3	
WOOD	INCLUSION TEACHERS	2	
WOOD	PARAPROFESSIONALS	3	
EHMS	INCLUSION TEACHERS	3	
EHMS	PARAPROFESSIONALS	3	
FHS	INCLUSION TEACHERS	5	
FHS	PARAPROFESSIONALS	4	
	TOTAL INCLUSION PROGRAM	25	1,234,202
	GRANT OFFSET	IDEA	(83,324)
	TOWN BUDGET REQUEST		1,150,878

SPECIAL EDUCATION CHILD SPECIFIC SUPPORT

Child specific Paraprofessionals provide student support services that are needed for specific students identified by their IEP as requiring intensive, on- going adult support throughout the day at all levels (PreK-12).

CHILD SPECIFIC SUPPORT - SALARY

- *Salaries Paraprofessionals working as Child Specific supports.*

SCHOOL	STAFF CATEGORY	FTE	SALARY
WOOD	PARAPROFESSIONALS	2	
EHMS	PARAPROFESSIONALS	1	
FHS	PARAPROFESSIONALS	3	
	TOTAL PARAPROFESSIONALS	6	133,824

SPECIAL EDUCATION SUBSTANTIALLY SEPARATE PROGRAMS

AUTISM AND COGNITIVE PROGRAM

There are two (2) substantially separate ASD/Cognitive classrooms in the district. Two Special Education certified Teachers, holding an Autism Endorsement, service this substantially separate program. This program is currently located in two classrooms (K-2; 3-5) at the East Fairhaven School. There is one ABA Assistant, RBT certified, for the program, and two ABA trained paraprofessionals in each (4 total) room required to support the students in this program.

Related service staff including: BCBA, Speech Pathologist, Occupational Therapist/OTA, Physical Therapist/ PTA, Teacher of the Deaf, Teacher of the Visually Impaired, and School Adjustment Counselor (LICSW) support the students of this program and provide consultative services to the program staff. The projected number of students for capacity within this program is 12-14 students in each classroom.

AUTISM AND COGNITIVE PROGRAM - SALARY

- *Salaries Paraprofessionals working in the Autism/Cognitive Program .*

SCHOOL	STAFF CATEGORY	FTE	TOWN BUDGET
EAST	RESOURCE TEACHER	2	
ELEMENTARY	RESOURCE PARAPROFESSIONALS	4	
	TOTAL RESOURCE PROGRAMS	6	221,391
	<i>GRANT OFFSET</i>	IDEA	(69,118)
	TOWN BUDGET REQUEST		152,273

BEHAVIOR AND SOCIAL EMOTIONAL PROGRAM

There are two (2) substantially separate behavioral based/social emotional classrooms in the district. Two Special Education certified Teachers service this substantially separate behavioral based/social emotional program. This program is currently located in two classrooms (K-2; 3-5) at the Leroy Wood School. There is one Behavioral Assistant, RBT certified, for the program, and two ABA trained paraprofessionals in each room (4 total) required to support the students in this program. One additional behavioral based paraprofessional is required to support the students in this program.

Related service staff including: BCBA, School Adjustment Counselor (LICSW, LMHC), Speech Pathologist, and Occupational Therapist / OTA, support the students of this program and provide consultative services to the program staff. The projected number of students for capacity within this program is 12-14 students.

BEHAVIOR AND SOCIAL EMOTIONAL PROGRAM - SALARY

- *Salaries Paraprofessionals working in the Behavior and Social Emotional Programs.*

SCHOOL	STAFF CATEGORY	FTE	TOWN BUDGET
WOOD	RESOURCE TEACHER	2	
ELEMENTARY	RESOURCE PARAPROFESSIONALS	4	
	TOTAL BEHAVIOR PROGRAMS	6	261,704
	GRANT OFFSET	IDEA	(102,014)
	TOWN BUDGET OFFSET		159,690

LIFE SKILLS PROGRAM

There are two (2) substantially separate Life Skills classrooms in the district. Two Special Education certified Teachers, holding an Autism Endorsement, service this substantially separate program. This program services middle school level students (grades 6-8), located in the Elizabeth Hastings Middle School, and transitions into Fairhaven High School for 9th grade through graduation/completion. There are two ABA trained paraprofessionals in each class (4 total) required to support the students in this program.

Related service staff including: BCBA, School Adjustment Counselor (LICSW, LMHC), Guidance Counselor, Speech Pathologist, Occupational Therapist / COTA, Physical Therapist / PTA, and Teacher Of the Visually Impaired, support the students of this program and provide consultative services to the program staff. The projected number of students for capacity within this program is 12 - 14 students.

LIFE SKILLS PROGRAM - SALARY

- *Salaries for Teachers and Paraprofessionals working Life Skills Programs.*

SCHOOL	STAFF CATEGORY	FTE	TOWN BUDGET
EHMS	LIFE SKILLS TEACHER	1	
EHMS	PARAPROFESSIONALS	3	
S	LIFE SKILLS TEACHER	1	
FHS	PARAPROFESSIONALS	2	
	TOTAL LIFE SKILLS PROGRAMS	7	
	<i>GRANT OFFSET</i>		(83,043)
	TOWN BUDGET REQUEST		200,547

SPECIAL EDUCATION RELATED SERVICES

SPEECH & OCCUPATIONAL THERAPISTS - SALARY

- Salaries for speech therapists and occupational therapists.
- Three certified Speech pathologists provide Speech Therapy consultative and direct services. At EHMS and FHS, a Speech Pathologist and Speech Pathologist Aide provide consultative and direct services to the district via contractual services.

SCHOOL	STAFF CATEGORY	FTE	TOWN BUDGET
EAST	SPEECH THERAPISTS	2	
WOOD	SPEECH THERAPISTS	1	
EAST	OCCUPATIONAL THERAPIST	1	
WOOD	OCCUPATIONAL THERAPIST	1	
	TOTAL	5	
	GRANT OFFSET	IDEA	(30,177)
	TOWN BUDGET AMOUNT		290,827

IN SCHOOL SUSPENSION PARAPROFESSIONALS - SALARY

- Salaries for In School Suspension paraprofessionals.
- Paraprofessionals (2) provide services for STEP (ISS) and student supervision at EHMS and FHS.

SCHOOL	STAFF CATEGORY	FTE	SALARY
SECONDARY	PARAPROFESSIONALS	2	41,075
	TOTAL	2	41,075

2440 - OTHER SERVICES

- Salaries for Tutorial Services.
- Tutorial Services are provided as needed throughout the district.

TUTORIAL SERVICES

SCHOOL	STAFF CATEGORY	FTE	SALARY
DISTRICT	TUTORIAL SERVICES	HOURLY	57,000

2710 - GUIDANCE COUNSELORS - SALARY

- *Salaries for Guidance Counselors.*
- *Guidance Counselors (5) for Guidance, social adjustments, higher education and career planning.*

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	GUIDANCE COUNSELORS	3	265,219
EHMS	GUIDANCE COUNSELORS	2	181,637
FHS	SCHOOL TO CAREER	1	44,710
	TOTAL GUIDANCE COUNSELORS	6	491,566

2800 - SCHOOL COUNSELORS & PSYCHOLOGICAL SERVICES - SALARY

- *Salaries for School Counselors and School Psychologists.*
- *Early Intervention services in coordination with licensed and certified School Counselors (6) to address social emotional and behavioral issues with PreK – 12 students.*
- *School Psychologists (2) provide Psychological Services for psychological evaluation, counseling, and other services related to educational intervention and planning.*

SCHOOL	STAFF CATEGORY	FTE	TOWN BUDGET
DISTRICT	SCHOOL ADJUSTMENT COUNSELORS	6	
DISTRICT	SCHOOL PSYCHOLOGISTS	2	
	TOTAL GUIDANCE & ADJUSTMENT COUNSELORS	8	692,860

Faint vertical text on the left margin, possibly bleed-through from the reverse side of the page.

•
(

(

(

OUT-OF-DISTRICT TUITION

MassBudget identified SPED Out-of-District (9000) as grossly underfunded in the foundation budget. The foundation formula understates SPED costs by \$1 billion statewide. Further, the Foundation Budget Review Commission cites the disproportionate rise in special education costs.

The state special education reimbursement program, commonly known as the circuit breaker, was started in FY04 to provide additional state funding to districts for high-cost special education students. The threshold for eligibility is tied to four times the state average foundation budget per pupil as calculated under the Chapter 70 program. The Fairhaven Public Schools utilizes the Circuit Breaker to offset the total tuition costs for out of district students. Whereas most of our students are now placed into collaboratives students are placed in the least restrictive environment, and the threshold for eligibility continues to increase, our district's net claim continues to decrease.

	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual
Town Contribution	885,136	977,312	1,270,656	1,372,944	2,045,309
Circuit Breaker/ Offsets	510,133	464,589	235,633	294,465	353,714
Total Cost	1,395,269	1,441,901	1,506,289	1,667,409	2,399,023

9000 - STUDENT SERVICES - OPERATIONAL - TUITION

State Code	Line	Description
9100	TUITION TO MASS SCHOOLS	Tuition or transfer payments to other public school districts in Massachusetts for resident students
9200	TUITION TO OUT-OF-STATE SCHOOLS	Tuition or transfer payments to school districts in other states for resident students.
9300	TUITION TO NON-PUBLIC SCHOOLS	Tuition or transfer payments to non public schools for resident students.
9400	TUITION TO COLLABORATIVES	Payments of assessments to member collaboratives for administrative and instructional services in accordance with collaborative agreements.

STATE CODE	TUITION	FY 18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
9100	TUITION TO MASS SCHOOLS	16,121	2,869	0	0	0
9200	TUITION TO OOS SCHOOLS	169,700	115,248	34,800	0	0
9300	TUITION TO NON-PUBLIC SCHOOLS	122,172	478,482	490,982	483,434	361,735
9400	TUITION TO COLLABORATIVES	962,663	776,345	1,519,527	572,774	689,519
	TOTAL TUITION	1,270,656	1,372,944	2,045,309	1,056,208	1,051,254

	ACTUAL EXPENSE	FY 2021 CIRCUIT BREAKER CARRYOVER OFFSET	TOWN BUDGETED FIGURE
9100 TUITION TO INSTATE DAY			
9200 TUITION TO OUT OF STATE SCHOOLS			
9300 TUITION TO NON-PUBLIC SCHOOLS			
9400 TOTAL TUITION TO COLLABORATIVES		(\$383,740)	
TOTAL	\$1,434,994		
			\$1,051,254

TRANSPORTATION SERVICES

Special Education Transportation

Transportation of special education students is a budgetary item that has increased from \$419,536 in FY 2014 to a projected \$868,674 in FY 2022. Concern is particularly expressed when individual educational plans (IEP's) can dictate the number of students to a transportation vehicle. Districts are required to educate students who have been placed by the state in foster care and state ward settings. If a student has special needs, the town is responsible for that student's education, even if the student is enrolled in a day or residential school that is not in town. Districts are also responsible for the transportation for the student.

This budgetary item is clearly linked to special education out of district services. Neither the placement nor the transportation for a student attending a day collaborative program that is the least restrictive environment for that individual child will reach the threshold for eligibility for circuit breaker relief. The entire fiscal responsibility falls upon the school district.

Homeless and Foster care Transportation

Federal law requires that schools accept any homeless students who wish to attend the public school. In addition, The McKinney-Vento legislation requires the school district to transport any homeless students living in town to the schools in their old home district. This budgetary item did not exist prior to the enactment of the law.

The total FY 2014 transportation budget was \$892,588.00. The total FY 2022 budgeted expense for transportation is \$1,604,444. The difference between the FY 2022 budget and the FY 2014 transportation budget is \$711,856.

In 2013, the development of the FY 2014 transportation portion of the school department budget did not have homeless transportation as a component of the budget proposal. The FY 2021 budget proposal has a figure of \$65,000 for homeless transportation and \$5,000 for Foster care transportation. The FY 2022 budget shows the prior three-year actual figures for transportation. While homeless transportation was not a line item in the FY 2014 budget, it became an unanticipated expense in FY 2014. Beginning with the FY 2015 budget, homeless transportation became an on-going line item of the total transportation budget that has exceeded the budget figure every year.

It should be noted that the Commonwealth of Massachusetts does reimburse cities and towns a percentage of their homeless and foster care transportation expenses. Those monies go directly to the town and do not go to the schools. The school department must budget for 100% of the expense and has not received the offset from the state for homeless and foster care transportation.

3300 - TRANSPORTATION SERVICES - OPERATIONAL

State Code	Line	Description
3300	HOMELESS TRANSPORTATION	Tuition or transfer payments to other public school districts in Massachusetts for resident students
3300	SPED SUMMER TRANSPORT	Tuition or transfer payments to school districts in other states for resident students.
3300	SPED TRANSPORTATION	Tuition or transfer payments to non public schools for resident students.
3300	PUPIL TRANSPORTATION K - 12	Payments of assessments to member collaboratives for administrative and instructional services in accordance with collaborative agreements.

STATE CODE		FY18 ACTUAL	FY19 ACTUAL	FY20 BUDGET	FY21 BUDGET	FY22 BUDGET
3300	HOMELESS TRANSPORTATION	74,285	47,566	36,699	65,000	68,000
	FOSTER CARE TRANSPORT	0	0	0	5,000	9,600
	SPED SUMMER TRANSPORT	61,971	76,722	74,384	74,400	79,544
	SPED TRANSPORTATION	525,245	621,067	521,047	712,000	789,130
	PUPIL TRANSPORTATION K - 12	579,389	602,188	516,984	639,000	658,170
		1,240,890	1,347,543	1,449,253	1,495,400	1,604,444

MEDICAL HEALTH SERVICES BY THE NUMBERS

HEALTH SERVICES

BY THE NUMBERS 2020-21

ENCOUNTERS/FOLLOW-UP

<i>in-person</i>	<i>phone calls</i>
2465	2996

We aren't seeing as many students in-person, but we are calling many families to follow-up

RETURN TO CLASS RATE

91%

These numbers are down do to COVID-19

PRIMARY CARE REFERRALS

<i>students</i>	<i>staff</i>
1067	124

This is much higher because every time we are referring for testing we are having families following up with their Primary Care Physician

MEDS ADMINISTERED

<i>scheduled</i>	<i>as needed</i>
598	348

STUDENT INJURIES

12

This number is down because there is currently no gym classes

911 transport

0

96%

OF PARENTS STRONGLY BELIEVE THAT THE DISTRICT HAS DONE EVERYTHING THEY CAN TO ENSURE THEIR CHILD'S SAFETY AMID THE PANDEMIC

HEALTH SERVICES
BY THE NUMBERS 2020-21

COMING SOON

3200 - MEDICAL HEALTH SERVICES - SCHOOL NURSE - SALARY

- *Salaries for School Nurses*

SCHOOL	STAFF CATEGORY	FTE	SALARY
EAST	SCHOOL NURSE	1	
WOOD	SCHOOL NURSE	1	
EHMS	SCHOOL NURSE	1	
FHS	SCHOOL NURSE	1	
DISTRICT	SUBSTITUTE SCHOOL NURSE	HOURLY	
	TOTAL SCHOOL NURSES	4	259,217

3200 - MEDICAL HEALTH SERVICES - OPERATIONAL

State Code	Line	Description
3200	MEDICAL HEALTH SERVICES	Expenses for providers of medical services

FTE CODE		FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
3200	MEDICAL HEALTH SERVICES	4,068	7,606	6,679	5,500	8,655

3400 - FOOD SERVICES

State Code	Line	Description
3400	FOOD SERVICES	Expenses for providers of food services

STATE CODE		FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
3400	FOOD SERVICE	857	0	28,412	1,200	1,200

4225 - BUILDING SECURITY

State Code	Line	Description
4225	BUILDING SECURITY EQUIPMENT	Expenses for Building Security Equipment

STATE CODE		FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
4225	BUILDING SECURITY EQUIPMENT	41,779	12,619	54,356	5,120	13,392

FAIRHAVEN ATHLETICS
BY THE NUMBERS 2020-21

COMING SOON

2110 CURRICULUM DIRECTORS SUPERVISORY - SALARY

- Salaries for Department Heads at the district level.
- The Fairhaven Public Schools provides stipends for directors that serve the district in the capacity of K – 12 Music Director and Athletic Director.

SCHOOL	STAFF CATEGORY	FTE	SALARY
DISTRICT	STIPENDS	STIPEND	47,121

3510 - ATHLETICS - SALARY

- Salaries and stipends for coaches, trainers, and assistants in intramural and interscholastic sports.
- Athletic Professional Salaries are for the following Athletic Programs.

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	ATHLETICS	SALARY	188,101

3510 - ATHLETICS - OPERATIONAL

State Code	Line	Description
3510	ATHLETICS	Contracted services; transportation services for students to and from athletic events; athletic rental services; uniforms, athletic supplies and materials; dues and subscription; and travel expenses for staff.

STATE CODE		FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
3510	ATHLETICS	220,616	221,980	206,920	206,920	229,278

5260 - NON-EMPLOYEE INSURANCE - OPERATIONAL

State Code	Line	Description
5260	ATHLETICS INSURANCE	Insurance premiums for property, fire, liability, fidelity bonds

STATE CODE		FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
5260	ATHLETICS INSURANCE	3,390	3,390	3,390	3,390	3,390

3500 - STUDENT ACTIVITIES - SALARY

- *Salaries for Salaries and stipends for musical directors, drama coaches, and other extracurricular personnel including the salaries or prorated share of salaries for clerical and support staff.*

SCHOOL	STAFF CATEGORY	FTE	SALARY
DISTRICT	STIPENDS	SALARY	55,594

3520 - STUDENT ACTIVITIES - OPERATIONAL

State Code	Line	Description
3520	STUDENT ACTIVITIES	Printing; dues and subscriptions; supplies and materials; travel expenses for staff; and dues and subscriptions

STATE CODE		FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
3520	STUDENT ACTIVITIES	16,507	19,193	27,145	9,742	23,810

3600 SCHOOL SECURITY - SALARY

- *Salaries for school police, monitors and security personnel.*

SCHOOL	STAFF CATEGORY	FTE	SALARY
FHS	SCHOOL SECURITY	1	
DISTRICT	CAFETERIA MONITORS	4	
DISTRICT	BREAKFAST/BUS DUTY	4	
DISTRICT	CROSSING GUARDS	HOURLY	
	TOTAL SCHOOL SECURITY	5	84,296

4110 - CUSTODIAL SERVICES - SALARY

- *Salaries for custodial staff*

AREA	STAFF CATEGORY	FTE	SALARY
DISTRICT	CUSTODIAL STAFF	2	
FHS	CUSTODIAL STAFF	3	
EHMS	CUSTODIAL STAFF	2	
EAST	CUSTODIAL STAFF	3	
WOOD	CUSTODIAL STAFF	3	
	TOTAL	13	

4220 - MAINTENANCE OF BUILDINGS - SALARY

- *Salaries for maintenance staff*

AREA	STAFF CATEGORY	FTE	SALARY
DISTRICT	MAINTENANCE STAFF	3	
	TOTAL	3	182,748

4400 - TECHNOLOGY - SALARY

- *Salaries for technology staff*

AREA	STAFF CATEGORY	FTE	SALARY
DISTRICT	TECHNOLOGY STAFF	1	
	TOTAL	1	28,000

4000 - CUSTODIAL SERVICES - OPERATIONAL

State Code	Line	Description
4110	CUSTODIAL SERVICES	Expenditures for custodial services including supplies and materials and travel
4210	HEATING OF BUILDINGS	Cost of fuel oil and gas
4130	UTILITY SERVICES	Cost of electricity services, telephone services and non-heating fuels
4210	MAINTENANCE OF GROUNDS	Expenditures for maintenance of grounds including the cost Contracted services, supplies and materials, travel expenses and dues and subscriptions for staff
4220	MAINTENANCE OF BUILDINGS	Expenditures for Maintenance of Buildings including expenses of maintenance personnel, engineers, licensed tradespeople, painters, etc
4230	MAINTENANCE OF EQUIPMENT	Expenditures for Maintenance of Equipment including repair, supplies, materials and tools, equipment parts and replacement of equipment and furnishings.
4400	NETWORKING AND TELECOMMUNICATIONS	Expenditures for Networking and Telecommunication to support the school district's infrastructure.

STATE CODE	MAINTENANCE	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 BUDGET
4110	CUSTODIAL SERVICES	2,242	1,394	1,208	1,500	1,500
4120	HEATING OF BUILDINGS	162,135	175,397	192,393	219,500	210,000
4130	UTILITY SERVICES	323,902	362,850	350,273	405,000	396,450
		486,037	538,247	542,666	624,500	606,450
4210	MAINTENANCE OF GROUNDS	47,760	30,240	72,565	35,000	12,000
4220	MAINTENANCE OF BUILDINGS	304,966	287,500	470,447	200,608	259,000
4230	MAINTENANCE OF EQUIPMENT	12,727	9,663	11,926	12,700	12,700
		365,453	327,403	554,938	248,308	283,700
4440	NETWORKING & TELECOMMUNICATIONS	9,706	18,345	11,431	0	2,500
	TOTAL MAINTENANCE	863,438	885,389	1,110,243	874,308	894,150

SCHOOL GRANTS

SPED IDEA (240)	FY 2021 Grant Amount	559,071
School	Staff Category	Budgeted FY21 Salary
Instructional Leadership		
Sped District	Secretary-Special Education	33,466
Teacher Specialists SPED		
East	Austism/Cognitive Teacher	63,791
Wood	Behavior Program Teacher	81,683
EHMS	Inclusion Teacher	81,690
FHS	Special Education Teacher	81,433
		308,597
Paraprofessionals		
EAST	Inclusion Paraprofessional	25,878
EAST	Occupational Therapist	29,611
WOOD	Bahavior Paraprofessional	18,176
		73,665

TITLE I (305)	FY 2021 Grant Amount	371,105
District	Interventionist	38,601
District	Assistant Principal for T&L	86,509
EAST	Paraprofessionals	38,167
WOOD	Paraprofessionals	38,167
		201,444

EARLY CHILDHOOD (262)	FY 2021 Grant Amount	25,507
Paraprofessionals		
EAST	Pre-school	18,521
		18,521

TITLE IIA (140)	FY 2021 Grant Amount	63,638
-----------------	----------------------	--------

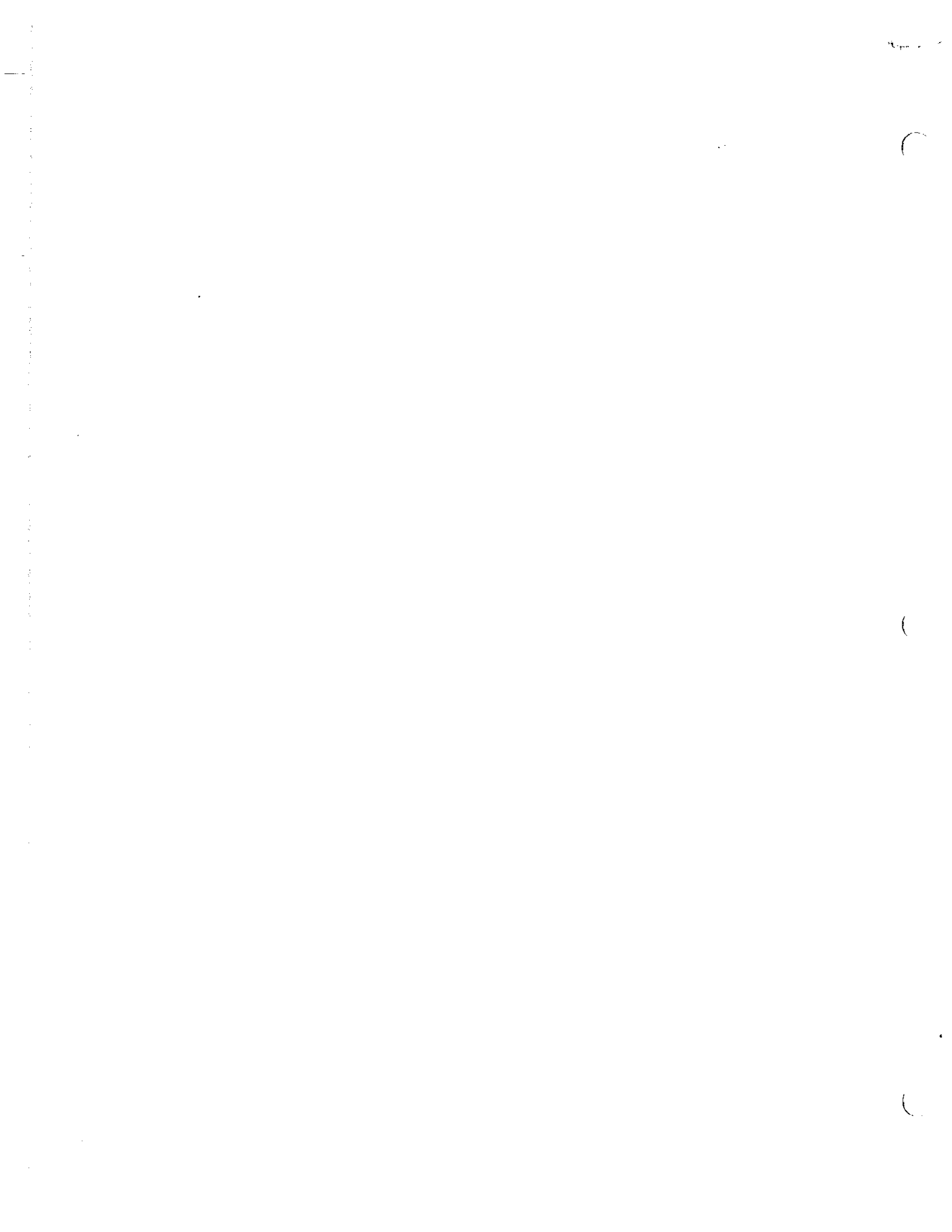
TITLE IV (309)	FY 2021 Grant Amount	28,758
----------------	----------------------	--------

REVOLVING FUNDS

ATHLETIC REVOLVER	9/30/2020 BALANCE	15,762
	YTD Expenditures	1,576
RENTAL PROPERTY	9/30/2020 BALANCE	108,369
	YTD Expenditures	-
TRIPP SCHOOL LEASE	9/30/2020 BALANCE	53,266
	YTD Expenditures	9,900
PRESCHOOL TUITION	9/30/2020 BALANCE	115,150
	YTD Expenditures	-

SPECIAL REVENUE FUNDS

TELECOMM CABLE	Enterprise Fund	
School	Staff Category	Budgeted FY21 Salary
TELECOMM CABLE		
FHS	Media Production	60,806
EHMS	Media Production	45,726
CIRCUIT BREAKER	9/30/2020 BALANCE	398,149
	9000 OUT OF DISTRICT TUITION	
	ACTUAL EXPENSE	1,434,993
	CIRCUIT BREAKER OFFSET	-358,157
	TOWN BUDGETED FIGURE	1,076,836
TRUST FUND FHS ROGERS	9/30/2020 BALANCE	457,090
	YTD Expenditures	-



Chapter A502. Special Acts

§ A502-4. Recall Elections.

Chapter 516

FAIRHAVEN, TOWN OF — RECALL ELECTIONS

An act providing for recall elections in the Town of Fairhaven.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Any person who holds an elected office in the Town of Fairhaven, with more than six months remaining in the term of such office on the date of filing of the affidavit, referred to in section two, may be recalled from office by the registered voters in said town, in the manner herein provided.

SECTION 2. 50 or more voters of the Town of Fairhaven may file with the Town clerk of said Town an affidavit containing the name of the officer whose recall is sought and a statement of the grounds upon which the petition is based. The Town clerk shall deliver to the said voters petition blanks demanding said recall, printed forms of which he shall keep available. Said blanks may be completed by writing or typewriting; they shall be addressed to the board of selectmen; they shall contain the names of the persons who filed the affidavit and the grounds for recall as stated in the affidavit; they shall demand the election of a successor to the office; and they shall be dated and signed by the Town clerk. A copy of the petition shall be kept on file in the office of the Town clerk in a record book maintained for that purpose. The recall petitions shall be returned and filed in the office of the Town clerk within fourteen days following the date the petitions were issued, signed by at least 20 percent of the total number of registered voters duly recorded on the registration list of the Town clerk as of the preceding Town election.

[Amended by Ch. 82, Acts of 2002, approved 4-4-2002]

The Town clerk shall, within twenty-five hours following such filing, submit said petitions to the registrars of voters who shall, within seven days certify thereon the number of signatures which are names of registered voters of the town.

SECTION 3. If the petition shall be certified by the registrars of voters to be sufficient, the Town clerk shall forthwith submit the same to the board of selectmen. Upon its receipt of the certified petition, the board of selectmen shall within forty-eight hours give written notice of said petition and certificate to the person whose recall is sought. If said officer does not resign his office within five days following delivery of the said notice, the board of selectmen shall order an election to be held not less than sixty nor more than ninety days after the date of the registrars' certificate of the sufficiency of the petition. If, however, another Town election is to occur within one hundred days after the date of the certificate, the board of selectmen shall hold the recall election on the date of said other Town election. If a vacancy occurs in the office after a recall election has been ordered, the election shall nevertheless proceed as provided in this section, but only the ballots for candidates need be counted.

SECTION 4. An officer whose recall is sought may be a candidate to succeed himself at the recall election. The nomination of candidates, the publication of the warrant for the recall election, and the conduct of the same shall all be in accordance with the provisions of laws relating to elections, unless otherwise provided in this act.

[Amended by Ch. 82, Acts of 2002, approved 4-4-2002]

SECTION 5. The incumbent shall continue to perform the duties of his office until the recall



election. If he is not recalled in the election he shall continue in office for the remainder of his unexpired term, subject to recall as before, except as provided herein.

If the officer is recalled in the election, he shall be deemed removed upon the qualification of his successor who shall hold office during the unexpired term. If the successor fails to qualify within five days after receiving notification of his election, the incumbent shall thereupon be deemed removed and the office vacant.

SECTION 6. Ballots used at a recall election shall contain the following propositions in the order indicated:-

For the recall of (name of officer)

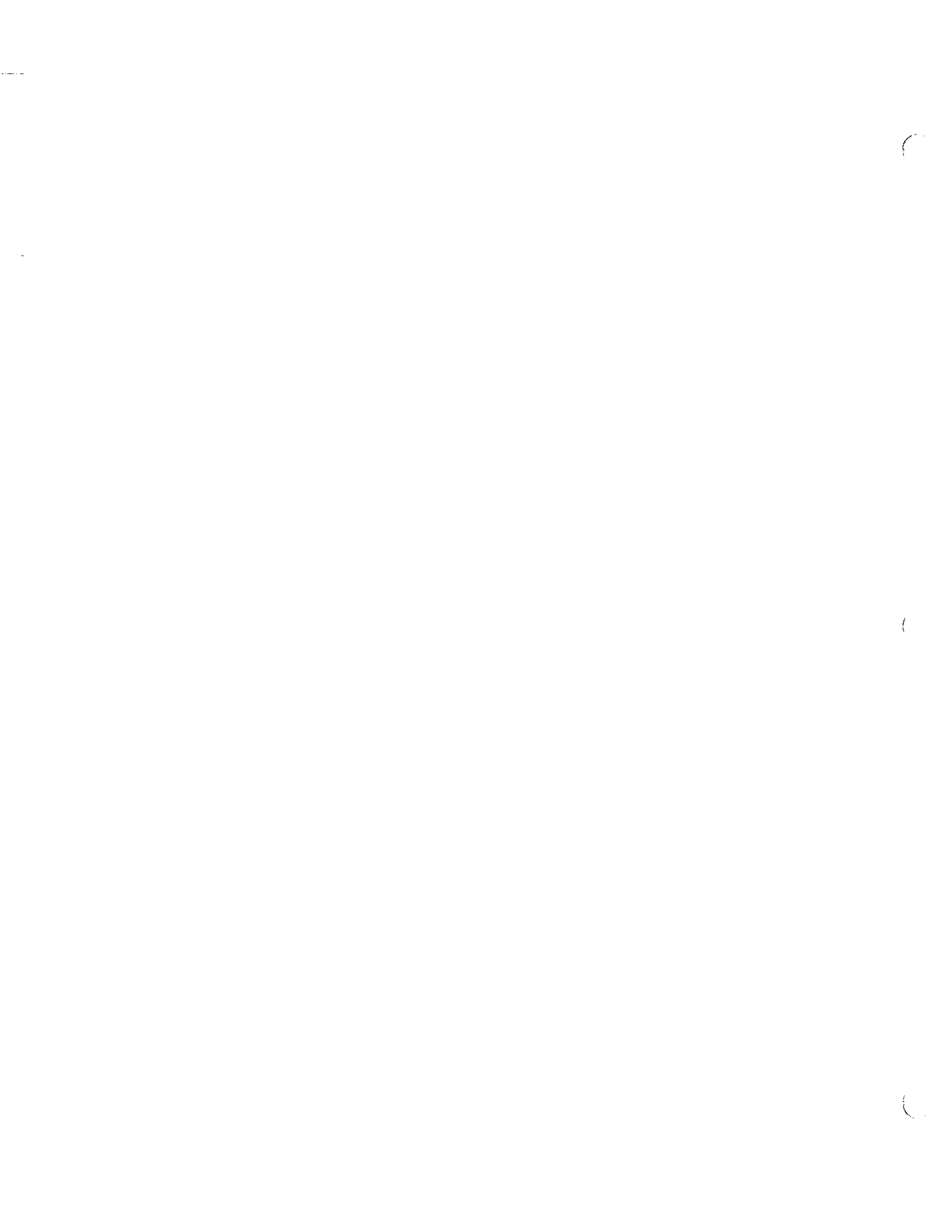
Against the recall of (name of officer)

Adjacent to each proposition, there shall be a place to mark a vote. After the propositions shall appear the word "Candidates" followed by the names of candidates arranged alphabetically, by surname. If a majority of the votes cast upon the question of recall is in the affirmative, the candidate receiving the highest number of votes shall be declared elected. If a majority of the votes on the question is in the negative, the ballots for the candidates need not be counted, except as provided in section three above.

SECTION 7. No recall petition shall be filed against an officer within 6 months after he takes office, or in the case of an officer subjected to a recall election and not recalled thereby until at least six months after the election at which his recall was submitted to the voters.

[Amended by Ch. 82, Acts of 2002, approved 4-4-2002]

Approved January 2, 1991.



Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0222	G.N.B.V.H.S.						
001-301-00-5201-00-0222	G.N.B.V.H.S.	1,852,763.00	1,969,375.00	1,477,031.25	2,206,430.00	2,080,413.00	0.00
	PURCHASE OF SERVICES	1,852,763.00	1,969,375.00	1,477,031.25	2,206,430.00	2,080,413.00	0.00
	TOTAL - OPERATING EXPENSES	1,852,763.00	1,969,375.00	1,477,031.25	2,206,430.00	2,080,413.00	0.00
	G.N.B.V.H.S.	1,852,763.00	1,969,375.00	1,477,031.25	2,206,430.00	2,080,413.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:	301	G.N.B.V.H.S			
Account Number:	001-301-00-5201-00-0222		2020	1,866,316.00	-1,852,763.00
Name:	G.N.B.V.H.S.		2021	1,969,375.00	-1,477,031.25
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	2,206,430.00	
		1 Amount(s):		2,206,430.00	
1 Account(s) for Department 301:			2020	1,866,316.00	-1,852,763.00
			2021	1,969,375.00	-1,477,031.25
			Level 1	2,206,430.00	

Account Number	Account Name	FY20 Exp.	F	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rf	Recommend BOS
0036	B.C. AGRICULTURAL SCHOOL								
001-302-00-5201-00-0036	BRISTOL AGRICULTURAL HS	41,706.00		53,174.00	26,587.00	56,000.00	56,000.00		0.00
	PURCHASE OF SERVICES	41,706.00		53,174.00	26,587.00	56,000.00	56,000.00		0.00
	TOTAL - OPERATING EXPENSES	41,706.00		53,174.00	26,587.00	56,000.00	56,000.00		0.00
	B.C. AGRICULTURAL SCHOOL	41,706.00		53,174.00	26,587.00	56,000.00	56,000.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:	302	B.C AGRICULTURAL SCHOOL			
Account Number:	001-302-00-5201-00-0036		2020	42,000.00	-41,706.00
Name:	BRISTOL AGRICULTURAL HS		2021	53,174.00	-26,587.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	56,000.00	
		1 Amount(s):		56,000.00	
1 Account(s) for Department 302:			2020	42,000.00	-41,706.00
			2021	53,174.00	-26,587.00
			Level 1	56,000.00	

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Recommend BOS
0037	B.P.W.-ADMINISTRATION							
001-421-00-5100-00-0037	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-421-00-5111-00-0037	REGULAR PAY	189,776.63	199,212.00	107,654.02	201,119.00	201,119.00		0.00
	SALARY & WAGES	189,776.63	199,212.00	107,654.02	201,119.00	201,119.00		0.00
	TOTAL - SALARY & WAGES	189,776.63	199,212.00	107,654.02	201,119.00	201,119.00		0.00
001-421-00-5200-00-0037	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-421-00-5241-00-0037	REPAIR&MAINT-OFFICE EQUI	222.25	325.00	267.50	325.00	275.00		0.00
001-421-00-5303-00-0037	ADVERTISING	275.00	300.00	0.00	300.00	250.00		0.00
001-421-00-5341-00-0037	TELEPHONE	422.49	450.00	153.03	450.00	400.00		0.00
001-421-00-5380-00-0037	MISCELLANEOUS	0.00	0.00	472.50	2,000.00	1,850.00		0.00
	PURCHASE OF SERVICES	919.74	1,075.00	893.03	3,075.00	2,775.00		0.00
001-421-00-5400-00-0037	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-421-00-5420-00-0037	OFFICE SUPPLIES	3,258.63	900.00	548.50	1,000.00	500.00		0.00
	SUPPLIES	3,258.63	900.00	548.50	1,000.00	500.00		0.00
001-421-00-5712-00-0037	MILEAGE	274.20	100.00	0.00	100.00	100.00		0.00
001-421-00-5731-00-0037	DUES AND PROF GATHERINGS	1,010.00	3,500.00	50.00	3,500.00	3,102.00		0.00
	OTHER CHARGES	1,284.20	3,600.00	50.00	3,600.00	3,202.00		0.00
001-421-00-5800-00-0037	MINOR EQUIPMENT	0.00	0.00	0.00	3,500.00	3,500.00		0.00
	MINOR EQUIPMENT	0.00	0.00	0.00	3,500.00	3,500.00		0.00
	TOTAL - OPERATING EXPENSES	5,462.57	5,575.00	1,491.53	11,175.00	9,977.00		0.00
	B.P.W.-ADMINISTRATION	195,239.20	204,787.00	109,145.55	212,294.00	211,096.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 421 B.P.W ADMIN					
Account Number: 001-421-00-5100-00-0037					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-421-00-5111-00-0037					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		193,695.00	-189,776.63
		2021		199,212.00	-100,595.81
	1 Amount(s):	07/01/2021		201,119.00	
				201,119.00	
Account Number: 001-421-00-5200-00-0037					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-421-00-5241-00-0037					
Name: REPAIR&MAINT-OFFICE EQUI					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Administration share of copy machine contract computer services etc.		2020		325.00	-222.25
		2021		325.00	-132.50
	1 Amount(s):	07/01/2021		325.00	
				325.00	
Account Number: 001-421-00-5303-00-0037					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Printing of envelopes advertisements in local newspapers.		2020		300.00	-275.00
		2021		300.00	0.00
	1 Amount(s):	07/01/2021		300.00	
				300.00	
Account Number: 001-421-00-5341-00-0037					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
1 Cell phone		2020		450.00	-422.49
		2021		450.00	-153.03
	1 Amount(s):	07/01/2021		450.00	
				450.00	
Account Number: 001-421-00-5380-00-0037					
Name: MISCELLANEOUS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
legal fees digsafe		2021		0.00	-472.50
	1 Amount(s):	07/01/2021		2,000.00	
				2,000.00	
Account Number: 001-421-00-5400-00-0037					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-421-00-5420-00-0037					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Paper toner cartridge for fax machine drum toner developer for copy machine postage filing supplies binders printer cartridges pens pencils etc.		2020		3,600.00	-3,258.63
		2021		900.00	-519.32
	1 Amount(s):	07/01/2021		1,000.00	
				1,000.00	
Account Number: 001-421-00-5712-00-0037					
Name: MILEAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Mileage		2020		75.00	-274.20
		2021		100.00	0.00
	1 Amount(s):	07/01/2021		100.00	
				100.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 421 B.P.W ADMIN					
<hr/>					
Account Number:	001-421-00-5731-00-0037		2020	1,250.00	-1,010.00
Name:	DUES AND PROF GATHERINGS		2021	3,500.00	-50.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Bay State Road Dues NEC membership classes meetings and parking		07/01/2021	3,500.00	
		1 Amount(s):		3,500.00	
<hr/>					
Account Number:	001-421-00-5800-00-0037				
Name:	MINOR EQUIPMENT				
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	new printer		07/01/2021	3,500.00	
		1 Amount(s):		3,500.00	
<hr/>					
12 Account(s) for Department 421:			2020	199,695.00	-195,239.20
			2021	204,787.00	-101,923.16
			Level 1	212,294.00	
<hr/>					

Department Name:		BPW ADMINISTRATION FY22																
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service (2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity (10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Total Compensation	
Furtado	Vincent	Superintendent	8/8/2011	9	NU	S				\$0	\$117,565			\$500	\$400	\$3,391	\$121,857	
Vento	Rebecca	Office Manager	11/28/2011	9	NU	15	4	\$32.72	40.0	\$68,319				\$500	\$400	\$1,963	\$71,183	
Tripp	Kathy	Admin. Assistant	7/1/2019	2	NU	9	9	\$24.44	19.0	\$24,240							\$8,080	
Totals										\$92,559	\$117,565		\$0	\$1,000	\$800	\$5,355	\$201,119	

Comments:

Notes: If a column does not apply to the employee leave blank
(1) If the position is currently vacant, type "vacant" in this column
(2) Years of Service as of July 1, 2021
(3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
(4) As of July 1, 2021
(5) For employees who are paid by the hour (not salary)
(6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
(7) Annual Salary for employees who are paid salary (not by the hour)

Account N°	Account Name	FY20 Exp.	FY21 YTD Exp.	FY22 Requested	FY22 Recommended Admin	FY22 Re	Recommend BOS
0272	HIGHWAY						
001-420-00-5111-00-0272	REGULAR PAY	999,222.95	581,789.93	1,155,707.00	1,155,707.00		0.00
001-420-00-5131-00-0272	OVER-TIME PAY	25,882.32	23,998.71	57,211.00	57,211.00		0.00
	SALARY & WAGES	1,025,105.27	605,788.64	1,212,918.00	1,212,918.00		0.00
	TOTAL - SALARY & WAGES	1,025,105.27	605,788.64	1,212,918.00	1,212,918.00		0.00
001-420-00-5200-00-0272	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00		0.00
001-420-00-5242-00-0272	SMALL TOOLSREPAIRS & SU	4,518.40	2,123.05	2,500.00	500.00		0.00
001-420-00-5243-00-0272	REPAIR & MAINT.-VEHICLES	59,404.49	30,002.94	60,400.00	30,400.00		0.00
001-420-00-5244-00-0272	REPAIR & MAINT.-BUILDING	22,900.07	1,085.70	10,000.00	0.00		0.00
001-420-00-5245-00-0272	REPAIR & MAINT.-EQUIP.	7,047.80	8,477.90	7,000.00	1,000.00		0.00
001-420-00-5246-00-0272	INSPECTION STICKERS	2,320.00	965.00	2,350.00	2,350.00		0.00
001-420-00-5272-00-0272	EQUIPMENT RENTAL	0.00	0.00	800.00	800.00		0.00
001-420-00-5303-00-0272	ADVERTISING	1,234.00	1,274.90	1,200.00	1,200.00		0.00
001-420-00-5341-00-0272	TELEPHONE	2,418.69	1,252.46	2,000.00	2,000.00		0.00
001-420-00-5345-00-0272	STORMWATER MGT COMPLIANCE	0.00	1,167.72	60,000.00	60,000.00		0.00
001-420-00-5356-00-0272	MIDDLE ST PUMP STATION	597.12	0.00	640.00	640.00		0.00
001-420-00-5380-00-0272	MISCELLANEOUS	1,675.25	855.00	1,975.00	1,975.00		0.00
001-420-00-5386-00-0272	DRAINAGE DITCHES	1,842.23	1,628.48	1,800.00	1,800.00		0.00
001-420-00-5390-00-0272	CONTRACTED SERVICES	13,982.07	9,204.50	17,400.00	17,400.00		0.00
	PURCHASE OF SERVICES	117,940.12	58,037.65	168,065.00	120,065.00		0.00
001-420-00-5212-00-0272	ELECTRICITY	2,401.10	896.18	7,000.00	7,000.00		0.00
001-420-00-5220-00-0272	FUEL OIL	10,554.07	4,061.04	11,300.00	11,300.00		0.00
	UTILITIES	12,955.17	4,957.22	18,300.00	18,300.00		0.00
001-420-00-5400-00-0272	SUPPLIES	0.00	0.00	0.00	0.00		0.00
001-420-00-5420-00-0272	OFFICE SUPPLIES	2,717.02	658.72	1,300.00	1,000.00		0.00
001-420-00-5483-00-0272	GREASE/OIL	2,407.83	472.78	2,700.00	2,700.00		0.00
001-420-00-5531-00-0272	ROAD MATERIALS	17,464.90	8,368.68	15,000.00	5,000.00		0.00
001-420-00-5534-00-0272	SIGN MAKING MATERIALS	11,442.74	5,862.85	6,000.00	0.00		0.00
001-420-00-5580-00-0272	SUPPLIES/EQUIPMENT	7,714.11	4,112.00	9,000.00	6,700.00		0.00
001-420-00-5582-00-0272	UNIFORMS	12,648.76	8,313.14	12,650.00	12,650.00		0.00
	SUPPLIES	54,395.36	27,788.17	46,650.00	28,050.00		0.00

Account N ^o	yr	Account Name	FY20 Exp.	F ^{und}	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re ^{fund}	Remend BOS
001-420-00-5410-00-0272		GASOLINE & DIESEL	-3,354.06	10,960.00	109.15	10,960.00	10,960.00		0.00
001-420-00-5415-00-0272		DIESEL	23,724.20	27,000.00	10,587.27	27,000.00	27,000.00		0.00
		GASOLINE	20,370.14	37,960.00	10,696.42	37,960.00	37,960.00		0.00
001-420-00-5731-00-0272		DUES PROF GATHERINGS	1,240.00	1,700.00	470.00	1,700.00	1,700.00		0.00
		OTHER CHARGES	1,240.00	1,700.00	470.00	1,700.00	1,700.00		0.00
001-420-00-5533-00-0272		SNOW & ICE REMOVAL	33,305.68	60,000.00	19,062.04	60,000.00	60,000.00		0.00
		SNOW/ICE REMOVAL	33,305.68	60,000.00	19,062.04	60,000.00	60,000.00		0.00
		TOTAL - OPERATING EXPENSES	240,206.47	328,970.00	121,011.50	332,675.00	266,075.00		0.00
		HIGHWAY	1,265,311.74	1,498,099.00	726,800.14	1,545,593.00	1,478,993.00		0.00

Account N ^o	er	Account Name	FY20 Exp.	F ^{und}	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend	Admin	FY22 R ^e	amend BOS
0274		HIGHWAY HARDSURFACING									
001-403-32-5249-00-0274		CURBING AND HARDSURFACING	33,492.00	162,000.00	162,000.00	5,441.00	162,000.00	162,000.00			0.00
		PURCHASE OF SERVICES	33,492.00	162,000.00	162,000.00	5,441.00	162,000.00	162,000.00			0.00
		TOTAL - OPERATING EXPENSES	33,492.00	162,000.00	162,000.00	5,441.00	162,000.00	162,000.00			0.00
		HIGHWAY HARDSURFACING	33,492.00	162,000.00	162,000.00	5,441.00	162,000.00	162,000.00			0.00

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rf	Recommend BOS
0277	HIGHWAY-SIDEWALK REPAIR							
001-403-33-5201-00-0277	HIGHWAY SIDEWALK REPAIR	34,929.98	43,000.00	36,656.28	43,000.00	43,000.00		0.00
	PURCHASE OF SERVICES	34,929.98	43,000.00	36,656.28	43,000.00	43,000.00		0.00
	TOTAL - OPERATING EXPENSES	34,929.98	43,000.00	36,656.28	43,000.00	43,000.00		0.00
	HIGHWAY-SIDEWALK REPAIR	34,929.98	43,000.00	36,656.28	43,000.00	43,000.00		0.00

Account Number	Account Name	FY20 Exp.	Fund	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rf	Recommend BOS
0273	HIGHWAY DRAINAGE							
001-403-34-5201-00-0273	DRAINAGE	12,324.67	12,000.00	1,373.73	12,000.00	12,000.00		0.00
	PURCHASE OF SERVICES	12,324.67	12,000.00	1,373.73	12,000.00	12,000.00		0.00
	TOTAL - OPERATING EXPENSES	12,324.67	12,000.00	1,373.73	12,000.00	12,000.00		0.00
	HIGHWAY DRAINAGE	12,324.67	12,000.00	1,373.73	12,000.00	12,000.00		0.00

Account Number	Account Name	FY20 Exp.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0501	STREET RESURFACING					
001-403-38-5249-00-0501	RESURFACING	149,170.32	0.00	150,000.00	150,000.00	0.00
	PURCHASE OF SERVICES	149,170.32	0.00	150,000.00	150,000.00	0.00
	TOTAL - OPERATING EXPENSES	149,170.32	0.00	150,000.00	150,000.00	0.00
	STREET RESURFACING	149,170.32	0.00	150,000.00	150,000.00	0.00

Account No.	Account Name	FY20 Exp.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0752	SUB DIVISION MGT FEES					
001-403-39-5201-00-0752	SUB DIVISION MGT FEES	9,127.50	0.00	9,847.00	9,847.00	0.00
	PURCHASE OF SERVICES	9,127.50	0.00	9,847.00	9,847.00	0.00
	TOTAL - OPERATING EXPENSES	9,127.50	0.00	9,847.00	9,847.00	0.00
	SUB DIVISION MGT FEES	9,127.50	0.00	9,847.00	9,847.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1 FY22 Request	Fiscal Year	Allocated	Expended
Department: 420 HIGHWAY			
Account Number: 001-420-00-5111-00-0272	2020	1,040,748.00	-999,222.95
Name: REGULAR PAY	2021	1,114,648.00	-543,488.47
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
2% COLA steps longevity retirement	07/01/2021	1,155,707.00	
1 Amount(s):		1,155,707.00	
Account Number: 001-420-00-5131-00-0272	2020	67,427.00	-25,882.32
Name: OVER-TIME PAY	2021	54,481.00	-23,803.61
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
	07/01/2021	57,211.00	
1 Amount(s):		57,211.00	
Account Number: 001-420-00-5200-00-0272			
Name: PURCHASE OF SERVICES			
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
	07/01/2021	0.00	
1 Amount(s):		0.00	
Account Number: 001-420-00-5212-00-0272	2020	4,700.00	-2,378.68
Name: ELECTRICITY	2021	7,000.00	-854.33
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
electricity for BPW Building and Middle St pump station	07/01/2021	7,000.00	
1 Amount(s):		7,000.00	
Account Number: 001-420-00-5220-00-0272	2020	11,300.00	-10,554.07
Name: FUEL OIL	2021	11,300.00	-4,061.04
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
gas heat for BPW building	07/01/2021	11,300.00	
1 Amount(s):		11,300.00	
Account Number: 001-420-00-5242-00-0272	2020	3,500.00	-4,518.40
Name: SMALL TOOLSREPAIRS & SU	2021	2,500.00	-1,977.09
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
shovels rakes axes handles hammers wrenches screwdrivers drills ratchets sockets jacks special tools	07/01/2021	2,500.00	
1 Amount(s):		2,500.00	
Account Number: 001-420-00-5243-00-0272	2020	68,400.00	-59,404.49
Name: REPAIR & MAINT.-VEHICLES	2021	60,400.00	-28,866.47
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
tires schocks batteries mufflers brakes alternators starters motor mounts radiators fuel/water pumps plugs filters rotors regulators hoses wiper blades seals rings pins bushings chains sprockets gutter broom gaskets etc	07/01/2021	60,400.00	
1 Amount(s):		60,400.00	
Account Number: 001-420-00-5244-00-0272	2020	18,410.00	-13,566.07
Name: REPAIR & MAINT.-BUILDING	2021	10,000.00	-1,085.70
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
lights paint fire extinguishers plumbing heating a/c telephone	07/01/2021	10,000.00	
1 Amount(s):		10,000.00	
Account Number: 001-420-00-5245-00-0272	2020	13,499.87	-7,047.80
Name: REPAIR & MAINT.-EQUIP.	2021	6,000.00	-8,477.90
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
stump cutter chain saws rotor roter concrete mixer gas/diesel pumps wood chipper compressor generator	07/01/2021	7,000.00	
1 Amount(s):		7,000.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 420 HIGHWAY					
Account Number:	001-420-00-5246-00-0272		2020	1,845.00	-2,320.00
Name:	INSPECTION STICKERS		2021	1,845.00	-965.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	stickers for 26 vehicles 10@35 350.00 16@125 2000.00	07/01/2021		2,350.00	
	1 Amount(s):			2,350.00	
Account Number:	001-420-00-5272-00-0272		2020	800.00	0.00
Name:	EQUIPMENT RENTAL		2021	800.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	hiring of miscellaneous equipment	07/01/2021		800.00	
	1 Amount(s):			800.00	
Account Number:	001-420-00-5303-00-0272		2020	1,500.00	-1,234.00
Name:	ADVERTISING		2021	1,000.00	-1,274.90
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	advertising plaques printing of forms and permits	07/01/2021		1,200.00	
	1 Amount(s):			1,200.00	
Account Number:	001-420-00-5341-00-0272		2020	1,800.00	-2,283.69
Name:	TELEPHONE		2021	2,000.00	-1,164.14
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	one office line one fax line one smartphone two ipads one alarm line	07/01/2021		2,000.00	
	1 Amount(s):			2,000.00	
Account Number:	001-420-00-5345-00-0272		2021	60,000.00	0.00
Name:	STORMWATER MGT COMPLIANCE				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Mass DEP annual compliance testing for the MS4 permit	07/01/2021		60,000.00	
	1 Amount(s):			60,000.00	
Account Number:	001-420-00-5356-00-0272		2020	640.00	-597.12
Name:	MIDDLE ST PUMP STATION		2021	640.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	repairs to catch basins/covers batteries repairs to pumps propane	07/01/2021		640.00	
	1 Amount(s):			640.00	
Account Number:	001-420-00-5380-00-0272		2020	1,975.00	-1,675.25
Name:	MISCELLANEOUS		2021	1,975.00	-775.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	mileage 100.00 special fuels license 25.00 5 dot physicals 500.00 hoisting license training 1300.00 boiler inspection 50.00	07/01/2021		1,975.00	
	1 Amount(s):			1,975.00	
Account Number:	001-420-00-5386-00-0272		2020	1,800.00	-1,842.23
Name:	DRAINAGE DITCHES		2021	1,800.00	-1,628.48
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	repairs to brush cutters and weed whackers	07/01/2021		1,800.00	
	1 Amount(s):			1,800.00	
Account Number:	001-420-00-5390-00-0272		2020	15,400.00	-13,782.07
Name:	CONTRACTED SERVICES		2021	15,400.00	-7,317.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	drug/alcohol testing 1250.00 weed spraying 2000.00 building alarm 3000.00 fire sprinkler panel 1350.00 annual fuel tank testing/permitting 6000.00 time clock 800.00 copy machine 400.00 legal/engineering 600.00	07/01/2021		17,400.00	
	1 Amount(s):			17,400.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:	420	HIGHWAY			
Account Number:	001-420-00-5400-00-0272				
Name:	SUPPLIES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-420-00-5410-00-0272		2020	1,800.13	3,354.06
Name:	GASOLINE & DIESEL		2021	10,960.00	-109.15
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
gasoline for vehicles and equipment		07/01/2021		10,960.00	
	1 Amount(s):			10,960.00	
Account Number:	001-420-00-5415-00-0272		2020	27,000.00	-23,724.20
Name:	DIESEL		2021	27,000.00	-10,587.27
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
diesel fuel for vehicles and equipment		07/01/2021		27,000.00	
	1 Amount(s):			27,000.00	
Account Number:	001-420-00-5420-00-0272		2020	1,500.00	-2,717.02
Name:	OFFICE SUPPLIES		2021	1,300.00	-658.72
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
stamps pens pencils paper computer supplies ink folders receipt books envelopes etc		07/01/2021		1,300.00	
	1 Amount(s):			1,300.00	
Account Number:	001-420-00-5483-00-0272		2020	2,700.00	-2,407.83
Name:	GREASE/OIL		2021	2,700.00	156.94
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
grease oil antifreeze for vehicles and equipment		07/01/2021		2,700.00	
	1 Amount(s):			2,700.00	
Account Number:	001-420-00-5531-00-0272		2020	20,000.00	-17,464.90
Name:	ROAD MATERIALS		2021	15,000.00	-5,503.08
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
stone cold mix hot mix gravel sand cement emulsion		07/01/2021		15,000.00	
	1 Amount(s):			15,000.00	
Account Number:	001-420-00-5533-00-0272		2020	60,000.00	-33,305.68
Name:	SNOW & ICE REMOVAL		2021	60,000.00	-18,452.04
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
sand salt calcium sand barrells repair of sander and plows hire equipment and operators		07/01/2021		60,000.00	
	1 Amount(s):			60,000.00	
Account Number:	001-420-00-5534-00-0272		2020	9,000.00	-11,442.74
Name:	SIGN MAKING MATERIALS		2021	6,000.00	-5,795.95
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
letters numbers poles brackets stop signs one way signs special signs painting of street lines stop sign study		07/01/2021		6,000.00	
	1 Amount(s):			6,000.00	
Account Number:	001-420-00-5580-00-0272		2020	10,000.00	-7,714.11
Name:	SUPPLIES/EQUIPMENT		2021	9,000.00	-4,112.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
gloves rain gear barricades flashers hand cleaner rags soap tape medical supplies marking paint film safety glasses flags etc		07/01/2021		9,000.00	
	1 Amount(s):			9,000.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 420 HIGHWAY					
Account Number:	001-420-00-5582-00-0272		2020	12,650.00	-12,648.76
Name:	UNIFORMS		2021	12,650.00	-8,313.14
Comment			Post Date	Budgeted	
	uniforms 700/mo 8400.00 employee allowance for boots coveralls		07/01/2021	12,650.00	
	overalls safety jackets 17@250 4250.00				
		1 Amount(s):		12,650.00	
Account Number:	001-420-00-5731-00-0272		2020	1,700.00	-1,240.00
Name:	DUES PROF GATHERINGS		2021	1,700.00	-470.00
Comment			Post Date	Budgeted	
	member dues 200.00 hoisting license renewals 350.00 cdl license		07/01/2021	1,700.00	
	renewals 200.00 tanker endorsements 550.00 pesticide license				
	renewals 400.00				
		1 Amount(s):		1,700.00	
29 Account(s) for Department 420:			2020	1,400,095.00	-1,255,620.32
			2021	1,498,099.00	-679,583.54
			Level 1	1,545,593.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 403 HIGHWAY HARDSURFACING				
Account Number:	001-403-32-5249-00-0274	2020	162,000.00	-5,825.40
Name:	CURBING AND HARDSURFACING	2021	162,000.00	-4,791.00
Comment		Post Date	Budgeted	
	repairs to concrete asphalt and cobblestone curbing asphalt patches	07/01/2021	162,000.00	
	1 Amount(s):		162,000.00	
Account Number:	001-403-33-5201-00-0277	2020	43,000.00	-34,929.98
Name:	HIGHWAY SIDEWALK REPAIR	2021	43,000.00	-36,656.28
Comment		Post Date	Budgeted	
	repairs to concrete and asphalt sidewalks stump removal	07/01/2021	43,000.00	
	1 Amount(s):		43,000.00	
Account Number:	001-403-34-5201-00-0273	2020	12,000.00	-11,858.72
Name:	DRAINAGE	2021	12,000.00	-1,373.73
Comment		Post Date	Budgeted	
	Purchase of drain pipe manholes catch basins repair supplies	07/01/2021	12,000.00	
	1 Amount(s):		12,000.00	
Account Number:	001-403-38-5249-00-0501	2020	150,000.00	-149,170.32
Name:	RESURFACING	2021	150,000.00	0.00
Comment		Post Date	Budgeted	
	resurfacing of streets crack-sealing cold planing	07/01/2021	150,000.00	
	1 Amount(s):		150,000.00	
Account Number:	001-403-39-5201-00-0752	2020	9,847.00	-9,127.50
Name:	SUB DIVISION MGT FEES	2021	9,847.00	0.00
Comment		Post Date	Budgeted	
	fees paid by developers for maintenance of drainage swales and detention ponds	07/01/2021	9,847.00	
	1 Amount(s):		9,847.00	
5 Account(s) for Department 403:		2020	376,847.00	-210,911.92
		2021	376,847.00	-42,821.01
		Level 1	376,847.00	

Department Name:		HIGHWAY FY22																	
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation	
Charbonneau	John	Superintendent	7/24/2000	20		CONTRACT		\$51.15	40		\$106,801			\$1,050	\$400	\$3,112	\$5,200	\$116,563	
Nogueira	Kim	Principal Clerk	4/1/1991	30	C	C	7	\$26.13	35		\$47,740	7/9/2021	\$1,499	\$1,505	\$400	\$1,416		\$52,560	
McCarron	Kevin	Garage Supt	9/30/2019	1	NU	16	2	\$33.31	40	\$69,551		9/30/2021	\$1,324	\$0	\$400			\$71,275	
Silva	Jorge	WFHMM	4/26/2004	17	H	9	6	\$30.11	40	\$62,870		4/26/2021	\$327	\$850	\$400			\$64,447	
Desroches	Joseph	WFHMM	9/18/2006	14	H	9	6	\$30.06	40	\$62,765		10/18/2021	\$1,393	\$750	\$400			\$65,308	
Gagliardi	John	WFMER	11/8/2004	16	H	9A	6	\$30.37	40	\$63,413		10/30/2021	\$1,274	\$850	\$400			\$65,937	
Cardoza	Philip	MER	8/18/2008	12	H	7A	6	\$26.61	40	\$55,562		8/15/2021	\$1,466	\$600	\$400			\$58,028	
Simonin	Sean	MER	1/30/2017	4	H	7	3	\$23.37	40	\$48,797		11/20/2021	\$1,446		\$400			\$50,643	
Souza	Manuel	SMEO	3/11/2002	19	H	7	6	\$26.15	40	\$54,601		1/7/2022	\$819	\$950	\$400	\$350		\$57,120	
Hurley	Charles	SMEO	7/9/2008	12	H	7	6	\$26.10	40	\$54,497		1/4/2022	\$799	\$600	\$400	\$1,613	\$250	\$58,159	
Winderlick	Kyle	SMEO	4/14/2003	18	H	7	6	\$26.15	40	\$54,601		11/8/2021	\$1,048	\$900	\$400	\$1,616		\$58,565	
DosSantos	Alessandro	SMEO	8/8/2014	6	H	7	5	\$25.30	40	\$52,826		8/14/2021	\$2,815	\$400	\$400			\$56,441	
Amaral	Christopher	SMEO	10/9/2018	2	H	7A	2	\$23.15	40	\$48,337		8/6/2021	\$1,322		\$400			\$50,059	
Lawrence	James	HME0	12/22/2014	6	H	6	6	\$23.65	40	\$49,381		12/22/2021	\$778	\$400	\$400			\$50,959	
Lunningham	Joshua	HME0	3/19/2018	3	H	4	3	\$21.60	40	\$45,101		3/19/2022	\$390		\$400			\$45,891	
Mauroard	Matthew	HME0	8/10/2018	2	H	6A	2	\$21.23	40	\$44,328		8/10/2021	\$1,342		\$400			\$46,070	
Farland	David	HME0	1/16/2018	3	H	5	3	\$20.41	40	\$42,616		10/2/2021	\$1,076		\$400			\$44,092	
Chase	Joshua	HME0	2/4/2020	1	H	5A	1	\$20.29	40	\$42,366		2/4/2021	\$534		\$400			\$43,300	
Carreiro	Robert	HME0	11/23/2020	0	H	5A	1	\$19.59	40	\$40,904		11/23/2021	\$879		\$400			\$42,183	
VACANT		HME0		0	H	19.07	1	\$19.07	40	\$39,818		1/1/2021	\$744		\$400			\$40,962	
Furtado	Vincent	BPW Supt.	8/8/2011		NU												\$250	\$250	
Overtime																		\$57,127	\$57,127
WOC																		\$16,980	\$16,980
Totals										\$932,334	\$154,541			\$21,275	\$8,855	\$7,757	\$80,157	\$1,212,918	
<p>Comments:</p> <p>STIPEND/OTHER (18) Overtime - 6% of Highway Union Wages \$57,127 Working out of Classification \$16,980</p> <p>Pestide /Mosquito License Stipends \$850 Retirement Bonus (1) \$2,500 Contract Increase/Charbonneau \$2,700</p>																			

Account Number	Account Name	FY20 Exp.	Fund Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0553	TREE WARDEN						
001-294-00-5111-00-0553	REGULAR PAY	7,177.08	7,321.00	3,660.48	7,321.00	7,321.00	0.00
	SALARY & WAGES	7,177.08	7,321.00	3,660.48	7,321.00	7,321.00	0.00
	TOTAL - SALARY & WAGES	7,177.08	7,321.00	3,660.48	7,321.00	7,321.00	0.00
	TREE WARDEN	7,177.08	7,321.00	3,660.48	7,321.00	7,321.00	0.00

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0552	TREE DEPT.						
001-295-00-5100-00-0552	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-295-00-5111-00-0552	REGULAR PAY	17,591.92	34,702.00	5,348.06	34,702.00	34,702.00	0.00
	SALARY & WAGES	17,591.92	34,702.00	5,348.06	34,702.00	34,702.00	0.00
	TOTAL - SALARY & WAGES	17,591.92	34,702.00	5,348.06	34,702.00	34,702.00	0.00
001-295-00-5200-00-0552	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-295-00-5242-00-0552	SMALL TOOLS REPAIRS & SU	2,928.67	1,400.00	751.23	1,400.00	1,400.00	0.00
001-295-00-5245-00-0552	REPAIR & MAINT.-EQUIP.	1,570.33	5,000.00	2,625.95	5,000.00	3,000.00	0.00
001-295-00-5314-00-0552	TREE PURCHASES	0.00	3,159.00	0.00	3,159.00	3,159.00	0.00
001-295-00-5341-00-0552	TELEPHONE	519.79	700.00	282.51	700.00	700.00	0.00
001-295-00-5359-00-0552	TREE REMOVAL	0.00	3,200.00	0.00	3,200.00	3,200.00	0.00
	PURCHASE OF SERVICES	5,018.79	13,459.00	3,659.69	13,459.00	11,459.00	0.00
001-295-00-5400-00-0552	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-295-00-5461-00-0552	CHEMICALS FOR TREES	0.00	350.00	0.00	350.00	350.00	0.00
	SUPPLIES	0.00	350.00	0.00	350.00	350.00	0.00
001-295-00-5410-00-0552	GASOLINE & DIESEL	1,475.59	2,500.00	390.21	2,500.00	2,500.00	0.00
	GASOLINE	1,475.59	2,500.00	390.21	2,500.00	2,500.00	0.00
001-295-00-5731-00-0552	DUES	255.00	260.00	0.00	260.00	260.00	0.00
	OTHER CHARGES	255.00	260.00	0.00	260.00	260.00	0.00
	TOTAL - OPERATING EXPENSES	6,749.38	16,569.00	4,049.90	16,569.00	14,569.00	0.00
	TREE DEPT.	24,341.30	51,271.00	9,397.96	51,271.00	49,271.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1 FY22 Request	Fiscal Year	Allocated	Expended
Department: 294 TREE WARDEN			
Account Number: 001-294-00-5111-00-0553	2020	7,177.00	-7,177.08
Name: REGULAR PAY	2021	7,321.00	-3,660.48
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
	07/01/2021	7,321.00	
	1 Amount(s):	7,321.00	
1 Account(s) for Department 294:			
	2020	7,177.00	-7,177.08
	2021	7,321.00	-3,660.48
	Level 1	7,321.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 295 TREE DEPT					
Account Number: 001-295-00-5100-00-0552					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-295-00-5111-00-0552					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		32,830.00	-17,591.92
		2021		34,702.00	-5,348.06
		07/01/2021		34,702.00	
	1 Amount(s):			34,702.00	
Account Number: 001-295-00-5200-00-0552					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-295-00-5242-00-0552					
Name: SMALL TOOLSREPAIRS & SU					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		1,326.00	-2,928.67
		2021		1,400.00	-751.23
		07/01/2021		1,400.00	
	1 Amount(s):			1,400.00	
Account Number: 001-295-00-5245-00-0552					
Name: REPAIR & MAINT.-EQUIP.					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		5,000.00	-1,570.33
		2021		5,000.00	-2,625.95
		07/01/2021		5,000.00	
	1 Amount(s):			5,000.00	
Account Number: 001-295-00-5314-00-0552					
Name: TREE PURCHASES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		5,000.00	0.00
		2021		3,159.00	0.00
		07/01/2021		3,159.00	
	1 Amount(s):			3,159.00	
Account Number: 001-295-00-5341-00-0552					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		612.00	-519.79
		2021		700.00	-282.51
		07/01/2021		700.00	
	1 Amount(s):			700.00	
Account Number: 001-295-00-5359-00-0552					
Name: TREE REMOVAL					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		3,162.00	0.00
		2021		3,200.00	0.00
		07/01/2021		3,200.00	
	1 Amount(s):			3,200.00	
Account Number: 001-295-00-5400-00-0552					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-295-00-5410-00-0552					
Name: GASOLINE & DIESEL					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		2,500.00	-1,475.59
		2021		2,500.00	-390.21
		07/01/2021		2,500.00	
	1 Amount(s):			2,500.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:		295	TREE DEPT		
Account Number:		001-295-00-5461-00-0552	2020	255.00	0.00
Name:		CHEMICALS FOR TREES	2021	350.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	350.00	
		1 Amount(s):		350.00	
Account Number:		001-295-00-5731-00-0552	2020	100.00	-255.00
Name:		DUES	2021	260.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	260.00	
		1 Amount(s):		260.00	
12 Account(s) for Department 295:			2020	50,785.00	-24,341.30
			2021	51,271.00	-9,397.96
			Level 1	51,271.00	

Department Name:		Tree Warden 001-294-00-5111-00-0553																	
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity/10	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation	
Knowles IV	G. Bourne	Tree Warden	elected		NU					\$7,321								\$7,321	
Totals					NU					\$7,321			\$0		\$0	\$0		\$7,321	
<p>Notes: If a column does not apply to the employee leave blank</p> <p>(1) If the position is currently vacant, type "vacant" in this column</p> <p>(2) Years of Service as of July 1, 2021</p> <p>(3) Enter: NU for non-union, C for Clerical, H for Highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.</p> <p>(4) As of July 1, 2021</p> <p>(5) For employees who are paid by the hour (not salary)</p> <p>(6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)</p> <p>(7) Annual Salary for employees who are paid salary (not by the hour)</p> <p>(8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column</p> <p>(9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.</p> <p>(10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.</p> <p>(11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.</p> <p>(12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.</p> <p>(13) As provided for in Police and Fire Contracts</p> <p>(14) As provided for in Police, Dispatchers and Fire Contracts</p> <p>(15) As provided for in the Police and Dispatchers Contracts</p> <p>(16) As provided for in the Police and Fire Contracts</p> <p>(17) As provided for in the Fire, Dispatchers and Police Contracts</p>																			

Account N°	Account Name	FY20 Exp.	Fund.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Ref	Recommend BOS
1407	SANITATION							
001-431-01-5390-00-1407	TRASH-CONTRACTED SERVICES	563,622.96	580,532.00	346,368.69	597,948.00	597,948.00		0.00
	PURCHASE OF SERVICES	563,622.96	580,532.00	346,368.69	597,948.00	597,948.00		0.00
	TOTAL - OPERATING EXPENSES	563,622.96	580,532.00	346,368.69	597,948.00	597,948.00		0.00
	SANITATION	563,622.96	580,532.00	346,368.69	597,948.00	597,948.00		0.00

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
1407	SANITATION						
001-431-02-5390-00-1407	RECYCLING-CONTRACTED SERVIC	377,213.65	399,388.00	226,034.83	420,596.00	420,596.00	0.00
	PURCHASE OF SERVICES	377,213.65	399,388.00	226,034.83	420,596.00	420,596.00	0.00
	TOTAL - OPERATING EXPENSES	377,213.65	399,388.00	226,034.83	420,596.00	420,596.00	0.00
	SANITATION	377,213.65	399,388.00	226,034.83	420,596.00	420,596.00	0.00

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rf	Recommend BOS
1407	SANITATION							
001-431-03-5390-00-1407	HAZARDOUS WASTE-CONTRACTE	13,734.30	21,000.00	525.00	21,630.00	21,630.00		0.00
	PURCHASE OF SERVICES	13,734.30	21,000.00	525.00	21,630.00	21,630.00		0.00
	TOTAL - OPERATING EXPENSES	13,734.30	21,000.00	525.00	21,630.00	21,630.00		0.00
	SANITATION	13,734.30	21,000.00	525.00	21,630.00	21,630.00		0.00

Account Number	Account Name	FY20 Exp.	Fund.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend	FY22 Recommend BOS
1407	SANITATION						
001-431-04-5390-00-1407	SEM-ASS-CONTRACTED SERVICES	328,249.05	385,000.00	200,575.74	388,850.00	388,850.00	0.00
	PURCHASE OF SERVICES	328,249.05	385,000.00	200,575.74	388,850.00	388,850.00	0.00
	TOTAL - OPERATING EXPENSES	328,249.05	385,000.00	200,575.74	388,850.00	388,850.00	0.00
	SANITATION	328,249.05	385,000.00	200,575.74	388,850.00	388,850.00	0.00

Account N°	Account Name	FY20 Exp.	Fund	%ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re	Recommend BOS
1407	SANITATION								
001-431-05-5390-00-1407	LANDFILL-CONTRACTED SERVICES	18,897.60	27,000.00		6,235.00	28,000.00	28,000.00		0.00
	PURCHASE OF SERVICES	18,897.60	27,000.00		6,235.00	28,000.00	28,000.00		0.00
	TOTAL - OPERATING EXPENSES	18,897.60	27,000.00		6,235.00	28,000.00	28,000.00		0.00
	SANITATION	18,897.60	27,000.00		6,235.00	28,000.00	28,000.00		0.00

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re-	Recommend BOS
1407	SANITATION							
001-431-06-5390-00-1407	TRANSFER STATION/LANDFILL	35,405.96	42,940.00	7,521.39	59,445.00	59,445.00		0.00
	PURCHASE OF SERVICES	35,405.96	42,940.00	7,521.39	59,445.00	59,445.00		0.00
	TOTAL - OPERATING EXPENSES	35,405.96	42,940.00	7,521.39	59,445.00	59,445.00		0.00
	SANITATION	35,405.96	42,940.00	7,521.39	59,445.00	59,445.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 431 SANITATION					
Account Number:	001-431-01-5390-00-1407		2020	563,623.00	-563,622.96
Name:	TRASH-CONTRACTED SERVICES		2021	580,532.00	-299,536.02
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Trash Agreement and Leaf Collection 3% increase		07/01/2021	597,948.00	
		1 Amount(s):		597,948.00	
Account Number:	001-431-02-5390-00-1407		2020	388,777.90	-377,213.65
Name:	RECYCLING-CONTRACTED SERVICES		2021	399,388.00	-190,764.68
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Recycle Agreement \$274097 Empty Recycling Roll-offs at Recycle Center \$6720 Recyclable Material Agreement 1550 ton @ \$90.18/ton \$139779		07/01/2021	420,596.00	
		1 Amount(s):		420,596.00	
Account Number:	001-431-03-5390-00-1407		2020	13,734.30	-13,734.30
Name:	HAZARDOUS WASTE-CONTRACTED SERVICES		2021	21,000.00	-525.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Vendor \$20085 Paint \$412 Police \$293 Medical Waste \$840		07/01/2021	21,630.00	
		1 Amount(s):		21,630.00	
Account Number:	001-431-04-5390-00-1407		2020	366,081.24	-328,249.05
Name:	SEMASS-CONTRACTED SERVICES		2021	385,000.00	-165,332.20
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Agreement with SEMASS for the disposal of Town curbside trash @ \$69.04/ton. Estimated price increase \$70.42 9/1/21.		07/01/2021	388,850.00	
		1 Amount(s):		388,850.00	
Account Number:	001-431-05-5390-00-1407		2020	18,897.60	-18,897.60
Name:	LANDFILL-CONTRACTED SERVICES		2021	27,000.00	-6,235.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Contract for inspections \$18000 Gras Mowing \$5000 Fill and Materials \$5000		07/01/2021	28,000.00	
		1 Amount(s):		28,000.00	
Account Number:	001-431-06-5390-00-1407		2020	35,405.96	-35,405.96
Name:	TRANSFER STATION/LANDFILL		2021	42,940.00	-5,915.14
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
	Disposal: Tires \$1200 Propane Tanks \$300.00 Electronics \$1350/load x 5 \$6750 Oil & Filters \$1500 Portable Restroom Service \$115 x 13 \$1495 Brush Chipping \$40000 (price increase due to vendor not being able to sell and have to stockpile) roll		07/01/2021	59,445.00	
		1 Amount(s):		59,445.00	
6 Account(s) for Department 431:			2020	1,386,520.00	-1,337,123.52
			2021	1,455,860.00	-668,308.04
			Level 1	1,516,469.00	

Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0267	HEALTH						
001-510-00-5100-00-0267	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-510-00-5111-00-0267	REGULAR PAY	139,958.31	156,041.00	44,878.64	144,490.00	144,490.00	0.00
	SALARY & WAGES	139,958.31	156,041.00	44,878.64	144,490.00	144,490.00	0.00
	TOTAL - SALARY & WAGES	139,958.31	156,041.00	44,878.64	144,490.00	144,490.00	0.00
001-510-00-5200-00-0267	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-510-00-5243-00-0267	REPAIRS & MAINT.-VEHICLE	228.44	580.00	60.00	580.00	580.00	0.00
001-510-00-5248-00-0267	PEST CONTROL	1,440.00	2,400.00	640.00	2,400.00	2,400.00	0.00
001-510-00-5303-00-0267	ADVERTISING	70.00	500.00	558.54	500.00	150.00	0.00
001-510-00-5341-00-0267	TELEPHONE	225.00	300.00	0.00	300.00	300.00	0.00
001-510-00-5342-00-0267	POSTAGE	310.50	600.00	373.00	600.00	600.00	0.00
	PURCHASE OF SERVICES	2,273.94	4,380.00	1,631.54	4,380.00	4,030.00	0.00
001-510-00-5400-00-0267	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-510-00-5420-00-0267	OFFICE SUPPLIES	1,073.73	800.00	187.64	1,000.00	315.00	0.00
001-510-00-5422-00-0267	PREPRINTED FORMS	0.00	500.00	0.00	500.00	300.00	0.00
001-510-00-5582-00-0267	UNIFORMS	0.00	180.00	0.00	180.00	0.00	0.00
001-510-00-5588-00-0267	LAB. SUPPLIES	620.00	1,400.00	403.99	1,400.00	1,400.00	0.00
001-510-00-5590-00-0267	CLINICS	0.00	1,000.00	0.00	1,000.00	0.00	0.00
	SUPPLIES	1,693.73	3,880.00	591.63	4,080.00	2,015.00	0.00
001-510-00-5410-00-0267	GASOLINE & DIESEL	107.04	600.00	105.10	600.00	600.00	0.00
	GASOLINE	107.04	600.00	105.10	600.00	600.00	0.00
001-510-00-5671-00-0267	MED. COMMUNITY SERVICE	14,166.70	17,000.00	8,500.02	17,000.00	32,000.00	0.00
	INTERGOVERNMENTAL	14,166.70	17,000.00	8,500.02	17,000.00	32,000.00	0.00
001-510-00-5712-00-0267	MILEAGE & CAR ALLOWANCE	499.15	400.00	17.25	1,000.00	1,000.00	0.00
001-510-00-5713-00-0267	SEMINARS/PROF.GATHERINGS	670.00	2,875.00	175.00	2,875.00	1,557.00	0.00
001-510-00-5731-00-0267	DUES	190.00	1,120.00	458.00	1,200.00	700.00	0.00

Account No.	Account Name	FY20 Exp.	Fund.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend	FY22 Re	mend BOS
	OTHER CHARGES	1,359.15	4,395.00	650.25	5,075.00	3,257.00		0.00
	TOTAL - OPERATING EXPENSES	19,600.56	30,255.00	11,478.54	31,135.00	41,902.00		0.00
	HEALTH	159,558.87	186,296.00	56,357.18	175,625.00	186,392.00		0.00

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0268	HEALTH BOARD SALARY						
001-510-01-5111-00-0268	REGULAR PAY	5,026.37	5,170.00	1,723.32	5,170.00	5,170.00	0.00
	SALARY & WAGES	5,026.37	5,170.00	1,723.32	5,170.00	5,170.00	0.00
	TOTAL - SALARY & WAGES	5,026.37	5,170.00	1,723.32	5,170.00	5,170.00	0.00
	HEALTH BOARD SALARY	5,026.37	5,170.00	1,723.32	5,170.00	5,170.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 510 HEALTH					
Account Number: 001-510-00-5100-00-0267					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-510-00-5111-00-0267					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
salary and wages		07/01/2021		144,490.00	
	1 Amount(s):			144,490.00	
Account Number: 001-510-00-5200-00-0267					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-510-00-5243-00-0267					
Name: REPAIRS & MAINT.-VEHICLE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
gas and vehicle maintenance for town vehicle (now used regularly)		07/01/2021		580.00	
	1 Amount(s):			580.00	
Account Number: 001-510-00-5248-00-0267					
Name: PEST CONTROL					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
pest control for town property		07/01/2021		2,400.00	
	1 Amount(s):			2,400.00	
Account Number: 001-510-00-5303-00-0267					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
no changes		07/01/2021		500.00	
	1 Amount(s):			500.00	
Account Number: 001-510-00-5341-00-0267					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
\$25 per month reimbursement (no change)		07/01/2021		300.00	
	1 Amount(s):			300.00	
Account Number: 001-510-00-5342-00-0267					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
no changes		07/01/2021		600.00	
	1 Amount(s):			600.00	
Account Number: 001-510-00-5400-00-0267					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-510-00-5410-00-0267					
Name: GASOLINE & DIESEL					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
no changes car is now in use		07/01/2021		600.00	
	1 Amount(s):			600.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 510 HEALTH					
Account Number:	001-510-00-5420-00-0267		2020	1,600.00	-1,073.73
Name:	OFFICE SUPPLIES		2021	800.00	-187.64
Comment	general office needs		Post Date	Budgeted	
			07/01/2021	1,000.00	
		1 Amount(s):		1,000.00	
Account Number:	001-510-00-5422-00-0267		2020	500.00	0.00
Name:	PREPRINTED FORMS		2021	500.00	0.00
Comment	inspection forms		Post Date	Budgeted	
			07/01/2021	500.00	
		1 Amount(s):		500.00	
Account Number:	001-510-00-5582-00-0267		2020	600.00	0.00
Name:	UNIFORMS		2021	180.00	0.00
Comment	no changes		Post Date	Budgeted	
			07/01/2021	180.00	
		1 Amount(s):		180.00	
Account Number:	001-510-00-5588-00-0267		2020	1,400.00	-500.00
Name:	LAB. SUPPLIES		2021	1,400.00	-403.99
Comment	beach water testing		Post Date	Budgeted	
			07/01/2021	1,400.00	
		1 Amount(s):		1,400.00	
Account Number:	001-510-00-5590-00-0267		2020	1,000.00	0.00
Name:	CLINICS		2021	1,000.00	0.00
Comment	no changes		Post Date	Budgeted	
			07/01/2021	1,000.00	
		1 Amount(s):		1,000.00	
Account Number:	001-510-00-5671-00-0267		2020	17,000.00	-14,166.70
Name:	MED. COMMUNITY SERVICE		2021	17,000.00	-8,500.02
Comment	no changes community nurse contract cost		Post Date	Budgeted	
			07/01/2021	17,000.00	
		1 Amount(s):		17,000.00	
Account Number:	001-510-00-5712-00-0267		2020	1,000.00	-499.15
Name:	MILEAGE & CAR ALLOWANCE		2021	400.00	-17.25
Comment	health inspector gets mileage compensation		Post Date	Budgeted	
			07/01/2021	1,000.00	
		1 Amount(s):		1,000.00	
Account Number:	001-510-00-5713-00-0267		2020	2,500.00	-670.00
Name:	SEMINARSPROF.GATHERINGS		2021	2,875.00	-175.00
Comment	no changes		Post Date	Budgeted	
			07/01/2021	2,875.00	
		1 Amount(s):		2,875.00	
Account Number:	001-510-00-5731-00-0267		2020	840.00	-190.00
Name:	DUES		2021	1,120.00	-458.00
Comment	MEHA MAHB NACCHO AFDO		Post Date	Budgeted	
			07/01/2021	1,200.00	
		1 Amount(s):		1,200.00	
Account Number:	001-510-01-5111-00-0268		2020	5,170.00	-5,026.37
Name:	REGULAR PAY		2021	5,170.00	-1,723.32
Comment	BOH member stipend		Post Date	Budgeted	
			07/01/2021	5,170.00	
		1 Amount(s):		5,170.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 510	HEALTH			
20 Account(s) for Department 510:		2020	183,575.00	-164,102.11
		2021	191,466.00	-58,080.50
		Level 1	180,795.00	

Department Name:		Board of Health																	
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service (2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages (6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity (10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation	
	vacant	Health Agent																	
Bowers	Jocelyn	Administrative Assistant	11/9/2020	1	C	C	1	\$21.28	35.0	\$38,878.56	\$76,317	7/20/2021	\$0.00					76,317	
Hemingway	Thomas	Health Inspector	12/2/2020	1	NU	14	1	\$28.40	19.0	\$28,167.12		12/2/2021	\$413.00					39,593	
	Totals									\$67,045.68	\$76,317.00		\$1,127.00	0.00	\$0.00	\$0	\$0	144,490	
	Board Member																		
	Salary																	5,170.00	5,170
	Totals									67,045.68	76,317.00		1,127.00	0.00	0.00	0.00	5,170.00	149,660	
<p>Notes: If a column does not apply to the employee leave blank</p> <p>(1) If the position is currently vacant, type "vacant" in this column</p> <p>(2) Years of Service as of July 1, 2021</p> <p>(3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for Dispatcher.</p> <p>(4) As of July 1, 2021</p> <p>(5) For employees who are paid by the hour (not salary)</p> <p>(6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)</p> <p>(7) Annual Salary for employees who are paid salary (not by the hour)</p> <p>(8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column</p> <p>(9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.</p> <p>(10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.</p> <p>(11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.</p> <p>(12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.</p> <p>(13) As provided for in Police and Fire Contracts</p> <p>(14) As provided for in Police, Dispatchers and Fire Contracts</p> <p>(15) As provided for in the Police and Dispatchers Contracts</p> <p>(16) As provided for in the Police and Fire Contracts</p> <p>(17) As provided for in the Fire, Dispatchers and Police Contracts</p> <p>(18) In the Comments Box, please explain the amount included in this box providing the basis or reason for the</p>																			
Stipends																			

Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0109	COUNCIL ON AGING						
001-541-00-5100-00-0109	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-541-00-5111-00-0109	REGULAR PAY	166,483.85	166,344.00	84,963.45	178,347.00	171,585.00	0.00
	SALARY & WAGES	166,483.85	166,344.00	84,963.45	178,347.00	171,585.00	0.00
	TOTAL - SALARY & WAGES	166,483.85	166,344.00	84,963.45	178,347.00	171,585.00	0.00
001-541-00-5200-00-0109	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-541-00-5241-00-0109	REPAIR&MAINT-OFFICE EQUI	120.00	147.00	0.00	147.00	147.00	0.00
001-541-00-5243-00-0109	REPAIR & MAINT.-VEHICLES	799.76	1,773.00	1,268.38	1,773.00	1,773.00	0.00
001-541-00-5244-00-0109	REPAIR & MAINT.-BUILDING	3,723.12	2,580.00	1,269.71	2,580.00	2,080.00	0.00
001-541-00-5303-00-0109	ADVERTISING	0.00	168.00	0.00	168.00	0.00	0.00
001-541-00-5341-00-0109	TELEPHONE	1,841.25	1,576.00	1,044.48	1,576.00	1,576.00	0.00
001-541-00-5342-00-0109	POSTAGE	385.00	368.00	330.00	368.00	118.00	0.00
001-541-00-5390-00-0109	CONTRACTED SERVICES	2,757.66	3,070.00	1,856.63	3,570.00	3,570.00	0.00
	PURCHASE OF SERVICES	9,626.79	9,682.00	5,769.20	10,182.00	9,264.00	0.00
001-541-00-5211-00-0109	HEATLIGHT & POWER	13,807.00	12,600.00	8,192.20	16,422.00	16,422.00	0.00
	UTILITIES	13,807.00	12,600.00	8,192.20	16,422.00	16,422.00	0.00
001-541-00-5400-00-0109	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-541-00-5420-00-0109	OFFICE SUPPLIES	902.98	413.00	221.47	413.00	0.00	0.00
001-541-00-5423-00-0109	COPY MACH.DUPLIC.COSTS	509.85	758.00	259.93	758.00	258.00	0.00
001-541-00-5451-00-0109	CLEANING SUPPLIES	1,296.07	1,288.00	16.08	1,288.00	1,288.00	0.00
	SUPPLIES	2,708.90	2,459.00	497.48	2,459.00	1,546.00	0.00
001-541-00-5410-00-0109	GASOLINE & DIESEL	3,772.94	6,446.00	1,030.33	6,446.00	5,046.00	0.00
	GASOLINE	3,772.94	6,446.00	1,030.33	6,446.00	5,046.00	0.00
001-541-00-5700-00-0109	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
001-541-00-5731-00-0109	DUES PROF.GATHERINGS	175.00	0.00	0.00	360.00	0.00	0.00
	OTHER CHARGES	175.00	0.00	0.00	360.00	0.00	0.00

Account Number	Account Name	FY20 Exp.	F ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re	mend BOS
	TOTAL - OPERATING EXPENSES	30,090.63	31,187.00	15,489.21	35,869.00	32,278.00		0.00
	COUNCIL ON AGING	196,574.48	197,531.00	100,452.66	214,216.00	203,863.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 541 COUNCIL ON AGING					
Account Number: 001-541-00-5100-00-0109					
Name: PERSONAL SERVICES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
	1	Amount(s):		0.00	
Account Number: 001-541-00-5111-00-0109					
Name: REGULAR PAY					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
The significant increase in reg pay is related to benefits for the Outreach worker. Lucille Dauteuil wage is paid through ARAW Grant but no benefits are included. She is a full time employee at 30 hrs/wk. Total amount for all benefits is \$6762 which is ou			07/01/2021	178,347.00	
	1	Amount(s):		178,347.00	
Account Number: 001-541-00-5200-00-0109					
Name: PURCHASE OF SERVICES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
	1	Amount(s):		0.00	
Account Number: 001-541-00-5211-00-0109					
Name: HEATLIGHT & POWER					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Remains same as FY21			07/01/2021	16,422.00	
	1	Amount(s):		16,422.00	
Account Number: 001-541-00-5241-00-0109					
Name: REPAIR&MAINT-OFFICE EQUI					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
No Change			07/01/2021	147.00	
	1	Amount(s):		147.00	
Account Number: 001-541-00-5243-00-0109					
Name: REPAIR & MAINT.-VEHICLES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Remains same as FY21			07/01/2021	1,773.00	
	1	Amount(s):		1,773.00	
Account Number: 001-541-00-5244-00-0109					
Name: REPAIR & MAINT.-BUILDING					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Remains same as FY21. Expended 3723.00 in fy21 but new HVAC System has been installed in fy21.			07/01/2021	2,580.00	
	1	Amount(s):		2,580.00	
Account Number: 001-541-00-5303-00-0109					
Name: ADVERTISING					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Remains same as FY21			07/01/2021	168.00	
	1	Amount(s):		168.00	
Account Number: 001-541-00-5341-00-0109					
Name: TELEPHONE					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Remains the same as FY21			07/01/2021	1,576.00	
	1	Amount(s):		1,576.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 541 COUNCIL ON AGING					
Account Number:	001-541-00-5342-00-0109		2020	368.00	-385.00
Name:	POSTAGE		2021	368.00	-330.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Remains the same as last year.	07/01/2021		368.00	
		1 Amount(s):		368.00	
Account Number:	001-541-00-5390-00-0109		2020	2,960.00	-2,462.02
Name:	CONTRACTED SERVICES		2021	3,070.00	-1,856.63
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	My Senior Center 1071 NB Office Supply (copier) 600.00 Core (copier) 441.00 SE Equipment (fire extin) 200.00 Wayne Electric (alarms) 258.00. This is 500.00 less that FY21 r/t no HVAC maint needed.	07/01/2021		0.00	
	1000.00 added for HVAC Maintenance plan for fy22	07/01/2021		3,570.00	
		2 Amount(s):		3,570.00	
Account Number:	001-541-00-5400-00-0109				
Name:	SUPPLIES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
		1 Amount(s):		0.00	
Account Number:	001-541-00-5410-00-0109		2020	5,564.00	-3,772.94
Name:	GASOLINE & DIESEL		2021	6,446.00	-1,030.33
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Remains the same as FY21	07/01/2021		6,446.00	
		1 Amount(s):		6,446.00	
Account Number:	001-541-00-5420-00-0109		2020	813.00	-902.98
Name:	OFFICE SUPPLIES		2021	413.00	-221.47
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Remains the same as FY21	07/01/2021		413.00	
		1 Amount(s):		413.00	
Account Number:	001-541-00-5423-00-0109		2020	758.00	-509.85
Name:	COPY MACH.DUPLIC.COSTS		2021	758.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Remains same as FY21	07/01/2021		758.00	
		1 Amount(s):		758.00	
Account Number:	001-541-00-5451-00-0109		2020	1,288.00	-1,296.07
Name:	CLEANING SUPPLIES		2021	1,288.00	-16.08
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Remains same as FY21	07/01/2021		1,288.00	
		1 Amount(s):		1,288.00	
Account Number:	001-541-00-5700-00-0109				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
		1 Amount(s):		0.00	
Account Number:	001-541-00-5731-00-0109		2020	360.00	-175.00
Name:	DUES PROF.GATHERINGS				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
	Remains same as FY21	07/01/2021		360.00	
		1 Amount(s):		360.00	
18 Account(s) for Department 541:			2020	201,382.00	-193,206.45
			2021	197,531.00	-94,045.00
			Level 1	214,216.00	

Department Name:		COA																					
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation					
Silvia	Anne	Director	10.3.2011	9	NU	15	5	\$33.54	40.0	\$70,032	\$70,032	7.1.2021	\$500	\$400	\$0	\$0		\$70,932					
Vandenburgh	Cindy	Senior Office Assistant	7.6.1998	22	C	B	7	\$24.14	35.0	\$44,104		7.6.2021	\$1,150	\$400	\$0	\$0		\$45,654					
Walker	Richard	Custodian	11.18.2018	1	NU	8	2	\$19.22	35.0	\$35,115		11/18/2021	\$538	\$0	\$0	\$0		\$36,053					
Simmons	Paul	Van Driver	6.28.1996	25	NU	3	9	\$18.71	19.0	\$18,557		7.1.2021	\$0	\$0	\$0	\$0		\$18,557					
Barcellos	Frank	Van Driver	9.20.2000	20	NU	3	9	\$18.71	0.4	\$391		7.1.2021	\$0	\$0	\$0	\$0		\$391					
Dauteuil	Lucille	Outreach	3.24.08	12	NU	7	9	\$21.34	30.0	\$98,166	\$70,032		\$538	\$1,200	\$0	\$6,762		\$6,762					
Totals																			\$178,347				

Notes: If a column does not apply to the employee leave blank
 (1) If the position is currently vacant, type "vacant" in this column
 (2) Years of Service as of July 1, 2021
 (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
 (4) As of July 1, 2021
 (5) For employees who are paid by the hour (not salary)
 (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
 (7) Annual Salary for employees who are paid salary (not by the hour)
 (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
 (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
 (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
 (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
 (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
 (13) As provided for in Police and Fire Contracts
 (14) As provided for in Police, Dispatchers and Fire Contracts
 (15) As provided for in the Police and Dispatchers Contracts
 (16) As provided for in the Police and Fire Contracts
 (17) As provided for in the Fire, Dispatchers and Police Contracts

Lucille Dauteuil no longer receives, vacation, sick, holiday or personal time through ARAW. The ARAW only pays her for hours worked. She is a full time employee at 30 hours/wk. The Town is now responsible for her benefits. I outlined her benefits below.
 Vacation = 12 days or 72 hours x \$21.34 = \$1536.48
 Sick= 1.25 days/mo x 12 mo = 15 days or 90hrs x \$21.34=\$1920.60
 Holidays= 15 days at 6hrs per day = 90hrs x \$21.34=\$1920.60
 Personal=3 days or 18hrs x \$21.34 = \$384.12
 Longevity 12 years= \$600.00
 Sick Incentive=\$400.00
 Total=\$6,761.80

Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0567	VETERANS						
001-543-00-5100-00-0567	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-543-00-5111-00-0567	REGULAR PAY	77,420.17	82,626.00	42,479.01	81,026.00	81,026.00	0.00
	SALARY & WAGES	77,420.17	82,626.00	42,479.01	81,026.00	81,026.00	0.00
	TOTAL - SALARY & WAGES	77,420.17	82,626.00	42,479.01	81,026.00	81,026.00	0.00
001-543-00-5311-00-0567	MEDICAL SERVICES	271,169.71	301,000.00	114,513.87	346,000.00	316,000.00	0.00
001-543-00-5342-00-0567	POSTAGE	471.20	1,100.00	390.55	1,100.00	1,100.00	0.00
	PURCHASE OF SERVICES	271,640.91	302,100.00	114,904.42	347,100.00	317,100.00	0.00
001-543-00-5400-00-0567	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-543-00-5420-00-0567	OFFICE SUPPLIES	656.07	1,000.00	199.96	1,000.00	1,000.00	0.00
	SUPPLIES	656.07	1,000.00	199.96	1,000.00	1,000.00	0.00
001-543-00-5700-00-0567	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
001-543-00-5712-00-0567	MILEAGE	465.01	500.00	27.68	500.00	500.00	0.00
001-543-00-5713-00-0567	SEMINARS/PROF.GATHERINGS	166.95	1,000.00	0.00	1,000.00	1,000.00	0.00
001-543-00-5731-00-0567	DUES	15.00	200.00	0.00	200.00	200.00	0.00
001-543-00-5770-00-0567	VETERANS BENEFITS	333,551.51	342,000.00	177,465.08	392,000.00	362,000.00	0.00
	OTHER CHARGES	334,198.47	343,700.00	177,492.76	393,700.00	363,700.00	0.00
	TOTAL - OPERATING EXPENSES	606,495.45	646,800.00	292,597.14	741,800.00	681,800.00	0.00
	VETERANS	683,915.62	729,426.00	335,076.15	822,826.00	762,826.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 543 VETERANS					
Account Number: 001-543-00-5100-00-0567					
Name: PERSONAL SERVICES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
	1	Amount(s):		0.00	

Account Number: 001-543-00-5111-00-0567					
Name: REGULAR PAY					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	79,445.00	-77,420.17
			2021	82,626.00	-39,249.42
			07/01/2021	81,026.00	
	1	Amount(s):		81,026.00	

Account Number: 001-543-00-5311-00-0567					
Name: MEDICAL SERVICES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	346,000.00	-252,579.51
			2021	301,000.00	-97,912.19
			07/01/2021	346,000.00	
	1	Amount(s):		346,000.00	

Account Number: 001-543-00-5342-00-0567					
Name: POSTAGE					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	1,100.00	-471.20
			2021	1,100.00	-334.60
			07/01/2021	1,100.00	
	1	Amount(s):		1,100.00	

Account Number: 001-543-00-5400-00-0567					
Name: SUPPLIES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
	1	Amount(s):		0.00	

Account Number: 001-543-00-5420-00-0567					
Name: OFFICE SUPPLIES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	1,000.00	-656.07
			2021	1,000.00	-199.96
			07/01/2021	1,000.00	
	1	Amount(s):		1,000.00	

Account Number: 001-543-00-5700-00-0567					
Name: OTHER CHARGES & EXPENSES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
	1	Amount(s):		0.00	

Account Number: 001-543-00-5712-00-0567					
Name: MILEAGE					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	1,100.00	-465.01
			2021	500.00	-27.68
			07/01/2021	500.00	
	1	Amount(s):		500.00	

Account Number: 001-543-00-5713-00-0567					
Name: SEMINARSPROF.GATHERINGS					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	1,000.00	-166.95
			2021	1,000.00	0.00
			07/01/2021	1,000.00	
	1	Amount(s):		1,000.00	

Account Number: 001-543-00-5731-00-0567					
Name: DUES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	200.00	-15.00
			2021	200.00	0.00
			07/01/2021	200.00	
	1	Amount(s):		200.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 543 VETERANS				
Account Number: 001-543-00-5770-00-0567		2020	392,000.00	-333,551.51
Name: VETERANS BENEFITS		2021	342,000.00	-153,645.77
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	392,000.00	
	1 Amount(s):		392,000.00	
11 Account(s) for Department 543:		2020	821,845.00	-665,325.42
		2021	729,426.00	-291,369.62
		Level 1	822,826.00	

Department Name:		Veterans		Job Title		Date of Hire		Years of Service ⁽²⁾		Union		Grade		Step		Hourly Wage ⁽⁵⁾		Hrs./week		Annual Wages ⁽⁶⁾		Annual Salary ⁽⁷⁾		Date of Step ⁽⁸⁾		Cost of Step Inc. ⁽⁹⁾		Longevity ⁽¹⁰⁾		Sick Leave Bonus ⁽¹¹⁾		Sick Leave Buy-Back ⁽¹²⁾		Education Incentive ⁽¹³⁾		Holiday Pay ⁽¹⁴⁾		Shift Differential ⁽¹⁵⁾		1st Responder or EMT Pay ⁽¹⁶⁾		Stipend/Other ⁽¹⁸⁾		Total Compensation	
FISH		BRADFORD		VSO		1/28/2019		2		NU		14		4		\$30.58		40.0		\$19,648		\$63,851		1/28/2022		\$572		\$216		\$400		\$400								\$64,823					
BETTENCOURT		JANE		ADMIN ASST		10/1/2013		7		NU		7		5		\$19.81		19.0		\$0		\$63,851		7/1/2021																		\$20,264			
Totals																				\$19,648		\$63,851				\$572		\$216		\$800		\$0		\$0		\$0		\$0		\$0		\$81,026			

Notes: If a column does not apply to the employee leave blank
 (1) If the position is currently vacant, type "vacant" in this column
 (2) Years of Service as of July 1, 2017
 (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
 (4) As of July 1, 2017
 (5) For employees who are paid by the hour (not salary)
 (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
 (7) Annual Salary for employees who are paid salary (not by the hour)
 (8) If employee is eligible for a step increase during FY17-18 put the date of eligibility in this column
 (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
 (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
 (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
 (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
 (13) As provided for in Police and Fire Contracts
 (14) As provided for in Police, Dispatchers and Fire Contracts
 (15) As provided for in the Police and Dispatchers Contracts

Comments:
 Jane will be employed part time in Veterans Services 8 years on 10-1-21. In December 2021 she will qualify for longevity \$216 (54% of \$400)

Account No.	Account Name	FY20 Exp.	Fund.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0096	COMMISSION ON DISABILITY						
001-190-00-5200-00-0096	PURCHASE OF SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
001-190-00-5316-00-0096	TRAINING	50.00	825.00	0.00	825.00	525.00	0.00
	PURCHASE OF SERVICES	50.00	825.00	0.00	825.00	525.00	0.00
001-190-00-5400-00-0096	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-190-00-5420-00-0096	OFFICE SUPPLIES	0.00	75.00	0.00	75.00	75.00	0.00
	SUPPLIES	0.00	75.00	0.00	75.00	75.00	0.00
001-190-00-5700-00-0096	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
001-190-00-5713-00-0096	SEMINARS PROF.GATHERING	0.00	400.00	0.00	400.00	400.00	0.00
	OTHER CHARGES	0.00	400.00	0.00	400.00	400.00	0.00
	TOTAL - OPERATING EXPENSES	50.00	1,300.00	0.00	1,300.00	1,000.00	0.00
	COMMISSION ON DISABILITY	50.00	1,300.00	0.00	1,300.00	1,000.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 190 COMMISSION ON DISABILITY					
Account Number: 001-190-00-5200-00-0096					
Name: PURCHASE OF SERVICE					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
	1 Amount(s):			0.00	
Account Number: 001-190-00-5316-00-0096					
Name: TRAINING					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	825.00	0.00
	1 Amount(s):			825.00	
Account Number: 001-190-00-5400-00-0096					
Name: SUPPLIES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
	1 Amount(s):			0.00	
Account Number: 001-190-00-5420-00-0096					
Name: OFFICE SUPPLIES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	75.00	0.00
	1 Amount(s):			75.00	
Account Number: 001-190-00-5700-00-0096					
Name: OTHER CHARGES & EXPENSES					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
	1 Amount(s):			0.00	
Account Number: 001-190-00-5713-00-0096					
Name: SEMINARS PROF.GATHERING					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	400.00	0.00
	1 Amount(s):			400.00	
6 Account(s) for Department 190:					
			2021	1,300.00	0.00
			Level 1	1,300.00	

Account N ^o	er	Account Name	FY20 Exp.	F	9ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	mend BOS
1262		RAPE CRISIS								
		001-122-23-5201-00-1262 RAPE CRISIS	2,000.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00		0.00
		PURCHASE OF SERVICES	2,000.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00		0.00
		TOTAL - OPERATING EXPENSES	2,000.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00		0.00
		RAPE CRISIS	2,000.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00		0.00

Account Number	Account Name	FY20 Exp.	F	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R'	Recommend BOS
0327	LIBRARY								
001-611-00-5390-00-0327	CONTRACTED SERVICES	684,037.00	718,696.00	718,696.00	485,797.28	730,000.00	730,000.00		0.00
	PURCHASE OF SERVICES	684,037.00	718,696.00	718,696.00	485,797.28	730,000.00	730,000.00		0.00
	TOTAL - OPERATING EXPENSES	684,037.00	718,696.00	718,696.00	485,797.28	730,000.00	730,000.00		0.00
	LIBRARY	684,037.00	718,696.00	718,696.00	485,797.28	730,000.00	730,000.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended	
Department:		611	LIBRARY			
Account Number:		001-611-00-5390-00-0327		2020	684,037.00	-684,037.00
Name:		CONTRACTED SERVICES		2021	718,696.00	-427,572.62
Comment			<u>Post Date</u>	<u>Budgeted</u>		
			07/01/2021	730,000.00		
		1 Amount(s):		730,000.00		
1 Account(s) for Department 611:			2020	684,037.00	-684,037.00	
			2021	718,696.00	-427,572.62	
			Level 1	730,000.00		

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0412	RECREATION CENTER						
001-640-00-5100-00-0412	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
001-640-00-5111-00-0412	REGULAR PAY	176,402.57	191,584.00	102,124.23	194,955.00	194,955.00	0.00
	SALARY & WAGES	176,402.57	191,584.00	102,124.23	194,955.00	194,955.00	0.00
	TOTAL - SALARY & WAGES	176,402.57	191,584.00	102,124.23	194,955.00	194,955.00	0.00
001-640-00-5200-00-0412	PURCHASE OF SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
001-640-00-5244-00-0412	REPAIR & MAINT - BUILDING	4,726.49	5,000.00	5,941.77	5,000.00	5,000.00	0.00
001-640-00-5245-00-0412	REPAIR & MAINT - EQUIP	788.00	800.00	592.00	800.00	800.00	0.00
001-640-00-5303-00-0412	ADVERTISING	1,219.73	1,500.00	0.00	1,200.00	500.00	0.00
001-640-00-5341-00-0412	TELEPHONE	847.64	500.00	420.30	600.00	600.00	0.00
001-640-00-5342-00-0412	POSTAGE	0.00	75.00	0.00	50.00	50.00	0.00
001-640-00-5361-00-0412	TRAINING	168.00	150.00	0.00	150.00	0.00	0.00
001-640-00-5390-00-0412	CONTRACTED SERVICES	3,365.59	3,900.00	1,658.48	3,900.00	3,900.00	0.00
	PURCHASE OF SERVICES	11,115.45	11,925.00	8,612.55	11,700.00	10,850.00	0.00
001-640-00-5211-00-0412	HEAT LIGHTPOWER	13,221.32	21,000.00	6,577.05	22,000.00	22,000.00	0.00
	UTILITIES	13,221.32	21,000.00	6,577.05	22,000.00	22,000.00	0.00
001-640-00-5400-00-0412	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
001-640-00-5420-00-0412	OFFICE SUPPLIES	1,063.34	1,200.00	18.29	1,200.00	500.00	0.00
001-640-00-5431-00-0412	SUPPLIES - BLDG MAINT	1,422.06	1,600.00	153.88	1,400.00	1,150.00	0.00
001-640-00-5520-00-0412	BOOKS & SUBSCRIPTIONS	0.00	505.00	455.00	50.00	0.00	0.00
001-640-00-5580-00-0412	SUPPLIES-EQUIPMENT	240.95	400.00	0.00	300.00	0.00	0.00
	SUPPLIES	2,726.35	3,705.00	627.17	2,950.00	1,650.00	0.00
001-640-00-5700-00-0412	OTHER CHARGES & EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
001-640-00-5731-00-0412	DUES PROF. GATHERINGS	375.00	600.00	175.00	600.00	200.00	0.00
	OTHER CHARGES	375.00	600.00	175.00	600.00	200.00	0.00
	TOTAL - OPERATING EXPENSES	27,438.12	37,230.00	15,991.77	37,250.00	34,700.00	0.00
	RECREATION CENTER	203,840.69	228,814.00	118,116.00	232,205.00	229,655.00	0.00

Account #	Ref	Account Name	FY20 Exp.	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend	Admin	FY22 F	amend	BOS
0412		RECREATION CENTER									
001-640-01-5201-01-0412		PROGRAM EXPENSE	26,824.20	70,000.00	1,266.49	100,000.00	50,000.00				0.00
		PURCHASE OF SERVICES	26,824.20	70,000.00	1,266.49	100,000.00	50,000.00				0.00
		TOTAL - OPERATING EXPENSES	26,824.20	70,000.00	1,266.49	100,000.00	50,000.00				0.00
		RECREATION CENTER	26,824.20	70,000.00	1,266.49	100,000.00	50,000.00				0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 640 RECREATION CENTER					
Account Number: 001-640-00-5100-00-0412					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-640-00-5111-00-0412					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021	2020	187,349.00	-176,402.57
			2021	191,584.00	-102,124.23
	1 Amount(s):			194,955.00	
Account Number: 001-640-00-5200-00-0412					
Name: PURCHASE OF SERVICE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-640-00-5211-00-0412					
Name: HEAT LIGHTPOWER					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021	2020	25,000.00	-12,971.32
			2021	21,000.00	-6,577.05
	1 Amount(s):			22,000.00	
Account Number: 001-640-00-5244-00-0412					
Name: REPAIR & MAINT - BUILDING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021	2020	5,000.00	-4,726.49
			2021	5,000.00	-5,941.77
	1 Amount(s):			5,000.00	
Account Number: 001-640-00-5245-00-0412					
Name: REPAIR & MAINT - EQUIP					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021	2020	800.00	-788.00
			2021	800.00	-592.00
	1 Amount(s):			800.00	
Account Number: 001-640-00-5303-00-0412					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021	2020	1,500.00	-1,219.73
			2021	1,500.00	0.00
	1 Amount(s):			1,200.00	
Account Number: 001-640-00-5341-00-0412					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021	2020	500.00	-802.64
			2021	500.00	-420.30
	1 Amount(s):			600.00	
Account Number: 001-640-00-5342-00-0412					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021	2020	75.00	0.00
			2021	75.00	0.00
	1 Amount(s):			50.00	
Account Number: 001-640-00-5361-00-0412					
Name: TRAINING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021	2020	150.00	-168.00
			2021	150.00	0.00
	1 Amount(s):			150.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 640 RECREATION CENTER					
Account Number:	001-640-00-5390-00-0412		2020	3,900.00	-3,365.59
Name:	CONTRACTED SERVICES		2021	3,900.00	-1,658.48
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		3,900.00	
	1 Amount(s):			3,900.00	
Account Number:	001-640-00-5400-00-0412				
Name:	SUPPLIES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-640-00-5420-00-0412		2020	1,200.00	-1,063.34
Name:	OFFICE SUPPLIES		2021	1,200.00	-18.29
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		1,200.00	
	1 Amount(s):			1,200.00	
Account Number:	001-640-00-5431-00-0412		2020	1,600.00	-1,422.06
Name:	SUPPLIES - BLDG MAINT		2021	1,600.00	-153.88
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		1,400.00	
	1 Amount(s):			1,400.00	
Account Number:	001-640-00-5520-00-0412		2020	50.00	0.00
Name:	BOOKS & SUBSCRIPTIONS		2021	505.00	-455.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		50.00	
	1 Amount(s):			50.00	
Account Number:	001-640-00-5580-00-0412		2020	400.00	-240.95
Name:	SUPPLIES-EQUIPMENT		2021	400.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		300.00	
	1 Amount(s):			300.00	
Account Number:	001-640-00-5700-00-0412				
Name:	OTHER CHARGES & EXPENSES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number:	001-640-00-5731-00-0412		2020	600.00	-375.00
Name:	DUES PROF. GATHERINGS		2021	600.00	-175.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		600.00	
	1 Amount(s):			600.00	
Account Number:	001-640-01-5201-01-0412		2020	125,000.00	-25,264.22
Name:	PROGRAM EXPENSE		2021	70,000.00	-1,266.49
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		100,000.00	
	1 Amount(s):			100,000.00	
19 Account(s) for Department 640:			2020	353,124.00	-228,809.91
			2021	298,814.00	-119,382.49
			Level 1	332,205.00	

Department Name:	Recreation																	
Last Name (1)	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade (4)	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend /Other (18)	Total Compensation
Rensehausen	Warren	Recreation Director	8/11/2008	12	NU	15	6	\$34.38	40.0		\$71,785	7/1/2021		\$650	\$400			\$72,835
Martin	Rachel	Program Coordinator	10/4/2003	17	NU	10	7	\$24.90	40.0	\$51,991		7/1/2021		\$900	\$400	\$1,458		\$54,749
	Overtime	Rachel						\$24.90	30.0	\$1,129								\$1,129
Viera	David	Custodian	5/14/2015	6	NU	8	3	\$19.70	15.0	\$15,425		7/1/2021						\$15,425
Lawrence	Jan	Receptionist	12/23/2013	7	NU	1	9	\$14.48	19.0	\$14,361								\$14,361
Ristuccia	Donna	Receptionist	4/23/2013	7	NU	1	9	\$14.48	10.0	\$7,559								\$7,559
Myers	Matt	Receptionist	9/1/2015	6	NU	1	9	\$14.48	10.0	\$7,559								\$7,559
Girard	Jacob	Receptionist			NU	1	6	\$13.50	10.0	\$7,047		1/1/2022	\$66					\$7,113
Carreiro	Colby	Receptionist			NU	1	6	\$13.50	10.0	\$7,047		1/1/2022	\$66					\$7,113
Bernett	Garrett	Receptionist			NU	1	6	\$13.50	10.0	\$7,047		1/1/2022	\$66					\$7,113
Totals										\$119,165	\$71,785		\$197	\$1,550	\$800	\$1,458	\$0	\$194,955

Stipends

Notes: if a column does not apply to the employee leave blank
(1) If the position is currently vacant, type "vacant" in this column
(2) Years of Service as of July 1, 2021
(3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
(4) As of July 1, 2021
(5) For employees who are paid by the hour (not salary)
(6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
(7) Annual Salary for employees who are paid salary (not by the hour)
(8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
(9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
(10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
(11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
(12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
(13) As provided for in Police and Fire Contracts
(14) As provided for in Police, Dispatchers and Fire Contracts
(15) As provided for in the Police and Dispatchers Contracts
(16) As provided for in the Police and Fire Contracts
(17) As provided for in the Fire, Dispatchers and Police Contracts
(18) In the Comments Box, please explain the amount included in this box providing the basis or reason for the payment and how the amount was determined.

Account N.	Account Name	FY20 Exp.	F	3ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R/	Recommend BOS
0376	PARK								
001-650-00-5100-00-0376	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00		0.00
001-650-00-5111-00-0376	REGULAR PAY	98,603.65	112,965.00	50,697.16	117,044.00	117,044.00	117,044.00		0.00
001-650-00-5131-00-0376	OVER-TIME PAY	1,954.54	5,636.00	853.86	3,283.00	3,283.00	3,283.00		0.00
	SALARY & WAGES	100,558.19	118,601.00	51,551.02	120,327.00	120,327.00	120,327.00		0.00
	TOTAL - SALARY & WAGES	100,558.19	118,601.00	51,551.02	120,327.00	120,327.00	120,327.00		0.00
001-650-00-5200-00-0376	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00		0.00
001-650-00-5245-00-0376	REPAIR & MAINT.-EQUIP.	11,771.00	8,000.00	1,572.72	8,000.00	8,000.00	7,000.00		0.00
001-650-00-5356-00-0376	PLAYGROUND EXPENSE	2,745.71	6,500.00	1,851.97	6,500.00	6,500.00	4,549.00		0.00
001-650-00-5358-00-0376	BEACH EXPENSE	13,515.03	19,500.00	3,551.56	12,500.00	12,500.00	12,000.00		0.00
001-650-00-5380-00-0376	MISCELLANEOUS	681.00	1,600.00	0.00	1,600.00	1,600.00	1,300.00		0.00
001-650-00-5390-00-0376	CONTRACTED SERVICES	65.00	500.00	0.00	500.00	500.00	500.00		0.00
	PURCHASE OF SERVICES	28,777.74	36,100.00	6,976.25	29,100.00	29,100.00	25,349.00		0.00
001-650-00-5212-00-0376	ELECTRICITY	1,539.39	2,000.00	788.94	2,000.00	2,000.00	2,000.00		0.00
	UTILITIES	1,539.39	2,000.00	788.94	2,000.00	2,000.00	2,000.00		0.00
001-650-00-5432-00-0376	SUPPLIES	1,576.50	1,700.00	304.88	1,700.00	1,700.00	1,500.00		0.00
001-650-00-5531-00-0376	ROAD MATERIALS	2,250.00	2,000.00	0.00	2,000.00	2,000.00	2,000.00		0.00
	SUPPLIES	3,826.50	3,700.00	304.88	3,700.00	3,700.00	3,500.00		0.00
001-650-00-5410-00-0376	GASOLINE & DIESEL	4,121.27	4,229.00	1,620.63	4,229.00	4,229.00	4,229.00		0.00
	GASOLINE	4,121.27	4,229.00	1,620.63	4,229.00	4,229.00	4,229.00		0.00
001-650-00-5800-00-0376	MINOR EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00		0.00
001-650-00-5850-00-0376	NEW EQUIPMENT	1,039.92	1,100.00	0.00	1,100.00	1,100.00	1,100.00		0.00
	MINOR EQUIPMENT	1,039.92	1,100.00	0.00	1,100.00	1,100.00	1,100.00		0.00
	TOTAL - OPERATING EXPENSES	39,304.82	47,129.00	9,690.70	40,129.00	40,129.00	36,178.00		0.00
	PARK	139,863.01	165,730.00	61,241.72	160,456.00	160,456.00	156,505.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 650 PARK					
Account Number: 001-650-00-5100-00-0376					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-650-00-5111-00-0376					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		117,044.00	
	1 Amount(s):			117,044.00	
Account Number: 001-650-00-5131-00-0376					
Name: OVER-TIME PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		3,283.00	
	1 Amount(s):			3,283.00	
Account Number: 001-650-00-5200-00-0376					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-650-00-5212-00-0376					
Name: ELECTRICITY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Cushman Park - playing field and security lights Livesey Park and West Island Town Beach - restroom and security lights.		07/01/2021		2,000.00	
	1 Amount(s):			2,000.00	
Account Number: 001-650-00-5245-00-0376					
Name: REPAIR & MAINT.-EQUIP.					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Repairs and parts for vehicles tractors and equipment tires filters belts springs bearings blades etc.		07/01/2021		8,000.00	
	1 Amount(s):			8,000.00	
Account Number: 001-650-00-5356-00-0376					
Name: PLAYGROUND EXPENSE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Repairs to 17 parks and buildings caused by vandalism. Repairs to the playground equipment for children etc. bike path signage graffiti removal.		07/01/2021		6,500.00	
	1 Amount(s):			6,500.00	
Account Number: 001-650-00-5358-00-0376					
Name: BEACH EXPENSE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Supplies for restroom trailer and beach first aid kit supplies for lifeguards bathing suits beach permits expenses to open and close beach. Piping Plover Management.		07/01/2021		12,500.00	
	1 Amount(s):			12,500.00	
Account Number: 001-650-00-5380-00-0376					
Name: MISCELLANEOUS					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Hoisting license renewal (\$60 every 2 years - FY22 \$60) Hoisting License Training (\$200) DOT Physical (\$100) CDL license renewal (\$25 every 5 years - FY22 \$0) reimbursement of safety clothing (\$225) hi-vis t-shirts (\$250) and safety glasses (\$300 - 1 pair)		07/01/2021		1,600.00	
	1 Amount(s):			1,600.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1 FY22 Request	Fiscal Year	Allocated	Expended
Department: 650 PARK			
Account Number: 001-650-00-5390-00-0376	2020	250.00	-65.00
Name: CONTRACTED SERVICES	2021	500.00	0.00
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
Drug and alcohol testing.	07/01/2021	500.00	
	1 Amount(s):	500.00	
Account Number: 001-650-00-5410-00-0376	2020	4,229.00	-4,121.27
Name: GASOLINE & DIESEL	2021	4,229.00	-1,620.63
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
Gasoline diesel and oil for all vehicles tractors and lawn mowers.	07/01/2021	4,229.00	
	1 Amount(s):	4,229.00	
Account Number: 001-650-00-5432-00-0376	2020	1,900.00	-1,576.50
Name: SUPPLIES	2021	1,700.00	0.00
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
	07/01/2021	1,700.00	
	1 Amount(s):	1,700.00	
Account Number: 001-650-00-5531-00-0376	2020	2,000.00	-2,250.00
Name: ROAD MATERIALS	2021	2,000.00	0.00
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
Loam lime fill stone dust and grass seed for parks and ballfields.	07/01/2021	2,000.00	
	1 Amount(s):	2,000.00	
Account Number: 001-650-00-5800-00-0376			
Name: MINOR EQUIPMENT			
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
	07/01/2021	0.00	
	1 Amount(s):	0.00	
Account Number: 001-650-00-5850-00-0376	2020	1,100.00	-1,039.92
Name: NEW EQUIPMENT	2021	1,100.00	0.00
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
Equipment - 2 weed wackers	07/01/2021	1,100.00	
	1 Amount(s):	1,100.00	
15 Account(s) for Department 650:	2020	149,889.00	-137,822.09
	2021	165,730.00	-58,811.18
	Level 1	160,456.00	

Department Name:	Park FY22	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation	
		Richard	Park Maint. Crafts.	4/1/1985	36	H	7	6	\$26.01	40.0	\$54,309		4/1/2022	412	1,800	400	1,607		58,528	
		Vacant	Laborer - Temp	14 weeks		NU	4	3	\$15.02	40.0	\$8,411									8,411
		Vacant	Laborer - Temp	14 weeks		NU	4	3	\$15.02	40.0	\$8,411									8,411
		Vacant	Head Lifeguard	9 weeks		NU	4	6	\$16.18	35.0	\$5,097									5,097
		Vacant	Asst. Head Lifeguard	9 weeks		NU	4	5	\$15.78	35.0	\$4,971									4,971
		Vacant	Lifeguard	9 weeks		NU	4	5	\$15.78	35.0	\$4,971									4,971
		Vacant	Lifeguard	9 weeks		NU	4	3	\$15.02	35.0	\$4,731									4,731
		Vacant	Gate Attendant	9 weeks		NU	1	4	\$13.01	25.0	\$2,927									2,927
		Vacant	Gate Attendant	9 weeks		NU	1	4	\$13.01	25.0	\$2,927									2,927
		Vacant	Gate Attendant	9 weeks		NU	1	4	\$13.01	25.0	\$2,927									2,927
			Overtime								\$3,283									3,283
		Totals									\$116,108	\$0		412	1,800	400	1,607	0		120,327

Account Number	Account Name	FY20 Exp.	Fund.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rf	Recommend BOS
0523	TOURISM COMMITTEE							
001-189-00-5100-00-0523	PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-189-00-5111-00-0523	REGULAR PAY	70,641.98	72,220.00	38,810.48	74,074.00	74,074.00		0.00
	SALARY & WAGES	70,641.98	72,220.00	38,810.48	74,074.00	74,074.00		0.00
	TOTAL - SALARY & WAGES	70,641.98	72,220.00	38,810.48	74,074.00	74,074.00		0.00
001-189-00-5200-00-0523	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-189-00-5303-00-0523	ADVERTISING	12,074.91	20,400.00	3,300.00	20,400.00	19,507.00		0.00
001-189-00-5341-00-0523	TELEPHONE	1,010.80	950.00	504.13	950.00	950.00		0.00
001-189-00-5342-00-0523	POSTAGE	13.35	75.00	3.00	75.00	75.00		0.00
001-189-00-5390-00-0523	CONTRACTED SERVICES	1,025.00	1,500.00	0.00	1,500.00	0.00		0.00
	PURCHASE OF SERVICES	14,124.06	22,925.00	3,807.13	22,925.00	20,532.00		0.00
001-189-00-5400-00-0523	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-189-00-5536-00-0523	SUPPLIES	1,103.96	1,000.00	77.23	1,000.00	1,000.00		0.00
	SUPPLIES	1,103.96	1,000.00	77.23	1,000.00	1,000.00		0.00
	TOTAL - OPERATING EXPENSES	15,228.02	23,925.00	3,884.36	23,925.00	21,532.00		0.00
	TOURISM COMMITTEE	85,870.00	96,145.00	42,694.84	97,999.00	95,606.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 189 TOURISM					
Account Number: 001-189-00-5100-00-0523					
Name: PERSONAL SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-189-00-5111-00-0523					
Name: REGULAR PAY					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Includes increase to Grade 14 Step 8 as of 7/1/21 and related increases		07/01/2021		74,074.00	
	1 Amount(s):			74,074.00	
Account Number: 001-189-00-5200-00-0523					
Name: PURCHASE OF SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-189-00-5303-00-0523					
Name: ADVERTISING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Seasonal Advertising and Printing: Along Rte 28 \$2300 Best Read Guide \$2500 Community Pages \$300 Hotel Guest Books \$1700 Neighborhood News \$3350 O Jornal \$150 Pride Pages \$850 Printing \$2850 South Coast Almanac \$1600 SouthCoast Insider \$4800		07/01/2021		20,400.00	
	1 Amount(s):			20,400.00	
Account Number: 001-189-00-5341-00-0523					
Name: TELEPHONE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Same as last year. Includes phone and internet service		07/01/2021		950.00	
	1 Amount(s):			950.00	
Account Number: 001-189-00-5342-00-0523					
Name: POSTAGE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Same as last year		07/01/2021		75.00	
	1 Amount(s):			75.00	
Account Number: 001-189-00-5390-00-0523					
Name: CONTRACTED SERVICES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Same as last year. Used for equipment rentals for programs etc.		07/01/2021		1,500.00	
	1 Amount(s):			1,500.00	
Account Number: 001-189-00-5400-00-0523					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-189-00-5536-00-0523					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Office restroom and cleaning as well as supplies for programs		07/01/2021		1,000.00	
	1 Amount(s):			1,000.00	
9 Account(s) for Department 189:					
		2020		93,512.00	-84,450.71
		2021		96,145.00	-39,981.17
		Level 1		97,999.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 190 COMMISSION ON DISABILITY					
Account Number: 001-190-00-5200-00-0096					
Name: PURCHASE OF SERVICE					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-190-00-5316-00-0096					
Name: TRAINING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		825.00	-50.00
		2021		825.00	0.00
	1 Amount(s):			825.00	
Account Number: 001-190-00-5400-00-0096					
Name: SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-190-00-5420-00-0096					
Name: OFFICE SUPPLIES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		75.00	0.00
		2021		75.00	0.00
	1 Amount(s):			75.00	
Account Number: 001-190-00-5700-00-0096					
Name: OTHER CHARGES & EXPENSES					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
	1 Amount(s):			0.00	
Account Number: 001-190-00-5713-00-0096					
Name: SEMINARS PROF.GATHERING					
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		2020		400.00	0.00
		2021		400.00	0.00
	1 Amount(s):			400.00	
6 Account(s) for Department 190:					
		2020		1,300.00	-50.00
		2021		1,300.00	0.00
		Level 1		1,300.00	



TOWN OF FAIRHAVEN, MA
Office of Tourism & Visitors Center

141 Main Street, Fairhaven, MA 02719
508-979-4085 FairhavenTours@fairhaven-ma.gov
<http://FairhavenTours.com>
Christopher J. Richard, Director of Tourism

Office of Tourism FY'22 Budget Transmittal Letter

To: Budget Committee From: Christopher Richard, Director of Tourism

Date: December 19, 2020

The submitted budget addresses the following Selectmen's Policy Goals/Objectives:

Economic Development: Virtually all of the Office of Tourism budget boosts economic development by attracting tourists to Fairhaven, helping them plan their visits, and providing them with information, services, and activities while they are here. This done each year through print advertising, a website, and social media to promote the town and its tourism-related businesses, and by developing and promoting events and activities intended to draw visitors to the town.

The Huttleston Marketplace, developed and operated by the Office of Tourism, helps economic development by providing a venue for artists, craftspeople, farmers, and other vendors to sell their locally produced goods during the summer months. In the 2020 season more than 130 different vendors participated and on average there were more than 45 booth set up each Saturday. The Huttleston Marketplace is now a farmers market officially certified by the Massachusetts Department of Agricultural Resources, allowing local farm vendors to collect and redeem WIC and Senior Nutrition Program coupons.

Additionally, regular Office of Tourism activities address **Civic Engagement** through the use of press releases, the Office of Tourism website, social media, recruiting and training volunteers and it provides a monthly report to the Town Administrator and Board of Selectmen.

My attached budget request for FY22 documents includes just one change from FY21 in REGULAR PAY, as detailed in the attached personnel spreadsheet.

The **REGULAR PAY** line includes funds for a step increase on July 1, from Grade 14 Step 7 to Step 8, and its resulting adjustment to sick day buy-back.

The **ADVERTISING** remains the same as FY 2021. It covers spring through fall advertising in "The South Coast Insider," "Along Route 28," "South Coast Almanac," "Cape Cod Best Read Guide," It also covers hotel in-room directories including Fairfield Inn in New Bedford, the Residence Inn in Dartmouth, the Seaport Inn, and Fairhaven Hampton Inn. There is a small ad for the Visitors Center that runs all year in the Neighborhood News. And the printing of the annual, Visitors Guide, a 28-page booklet with a glossy cover. Additionally, larger ads are run locally to promote the Huttleston Marketplace and the Old-Time Holiday.

The **PHONE** remains the same. It also includes the internet fee.

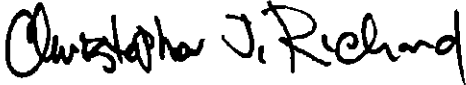
The **CONTRACTED SERVICES** line, which has no change, covers some of the fees associated with programs run by the Office of Tourism, porta-john rental, performers at special events, etc. A larger portion of these expenses is paid out of the Tourism Gift Account, which receives donations for that purpose.

The **POSTAGE** line is primarily to mail guide books to people who request them. There is no change.

The **SUPPLIES** line, also with no change, is for cleaning and bathroom supplies, office supplies, and supplies related to programs such as Monday Morning Fun.

I'll be happy to answer any other questions about my budget requests.

Respectfully,

A handwritten signature in black ink that reads "Christopher J. Richard". The signature is written in a cursive style with a large initial "C".

Christopher J. Richard, Director of Tourism

Department Name:	First Name	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/Other (18)	Total Compensation
Tourism	Christopher	Director of Tourism	3/1/1997	24	NU	14	7	\$33.74	40.0	\$70,449		7/1/2021		\$1,200	\$400	\$2,024		\$74,074
										\$0								\$0
										\$0								\$0
																		\$0
																		\$0
Totals										\$70,449	\$0		\$0	\$1,200	\$400	\$2,024	\$0	\$74,074

Stipends

- Notes: if a column does not apply to the employee leave blank**
- (1) If the position is currently vacant, type "vacant" in this column.
 - (2) Years of Service as of July 1, 2021
 - (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
 - (4) As of July 1, 2021
 - (5) For employees who are paid by the hour (not salary)
 - (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
 - (7) Annual Salary for employees who are paid salary (not by the hour)
 - (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
 - (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
 - (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
 - (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
 - (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
 - (13) As provided for in Police and Fire Contracts
 - (14) As provided for in Police, Dispatchers and Fire Contracts
 - (15) As provided for in the Police and Dispatchers Contracts
 - (16) As provided for in the Police and Fire Contracts
 - (17) As provided for in the Fire, Dispatchers and Police Contracts

Account Number	Account Name	FY20 Exp.	F	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R/	amend BOS
1242	FINE ARTS								
001-691-00-5201-00-1242	FINE ARTS	112.00		1,200.00	0.00	1,200.00	200.00		0.00
	PURCHASE OF SERVICES	112.00		1,200.00	0.00	1,200.00	200.00		0.00
	TOTAL - OPERATING EXPENSES	112.00		1,200.00	0.00	1,200.00	200.00		0.00
	FINE ARTS	112.00		1,200.00	0.00	1,200.00	200.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended	
Department:		691	FINE ARTS			
Account Number:		001-691-00-5201-00-1242		2020	1,200.00	-112.00
Name:		FINE ARTS		2021	1,200.00	0.00
<u>Comment</u>				<u>Post Date</u>	<u>Budgeted</u>	
				07/01/2021	1,200.00	
		1 Amount(s):			1,200.00	
1 Account(s) for Department 691:				2020	1,200.00	-112.00
				2021	1,200.00	0.00
				Level 1	1,200.00	

Account N°	Account Name	FY20 Exp.	F	%ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rr	mend BOS
1241	HISTORICAL COMM								
001-670-00-5201-00-1241	HISTORICAL COMMISSION	1,365.03	1,500.00		257.23	1,700.00	1,500.00		0.00
001-670-00-5201-01-1241	ACADEMY BUILDING	7,889.15	7,000.00		1,277.83	7,000.00	7,000.00		0.00
001-670-00-5201-02-1241	FIRE MUSEUM	1,723.68	1,500.00		1,789.50	2,000.00	1,500.00		0.00
001-670-00-5201-03-1241	FORT PHOENIX	2,149.18	3,000.00		3,521.30	3,500.00	3,000.00		0.00
001-670-00-5201-04-1241	OLD STONE SCHOOLHOUSE	0.00	750.00		62.00	800.00	750.00		0.00
001-670-00-5201-05-1241	MANJIRO BUILDING	102.23	3,000.00		0.00	3,000.00	3,000.00		0.00
	PURCHASE OF SERVICES	13,229.27	16,750.00		6,907.86	18,000.00	16,750.00		0.00
	TOTAL - OPERATING EXPENSES	13,229.27	16,750.00		6,907.86	18,000.00	16,750.00		0.00
	HISTORICAL COMM	13,229.27	16,750.00		6,907.86	18,000.00	16,750.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 670 HISTORICAL COMM				
Account Number: 001-670-00-5201-00-1241		2020	1,500.00	-1,365.03
Name: HISTORICAL COMMISSION		2021	1,500.00	-257.23
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	1,700.00	
	1 Amount(s):		1,700.00	
Account Number: 001-670-00-5201-01-1241		2020	7,000.00	-7,889.15
Name: ACADEMY BUILDING		2021	7,000.00	-1,277.83
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
Utilities alarm monitoring upkeep		07/01/2021	7,000.00	
	1 Amount(s):		7,000.00	
Account Number: 001-670-00-5201-02-1241		2020	1,500.00	-1,723.68
Name: FIRE MUSEUM		2021	1,500.00	-1,789.50
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
Spring St & Washington St.		07/01/2021	2,000.00	
	1 Amount(s):		2,000.00	
Account Number: 001-670-00-5201-03-1241		2020	3,000.00	-2,149.18
Name: FORT PHOENIX		2021	3,000.00	-3,521.30
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
Utilities Light fixtures upkeep		07/01/2021	3,500.00	
	1 Amount(s):		3,500.00	
Account Number: 001-670-00-5201-04-1241		2020	750.00	0.00
Name: OLD STONE SCHOOLHOUSE		2021	750.00	-62.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
landscaping		07/01/2021	800.00	
	1 Amount(s):		800.00	
Account Number: 001-670-00-5201-05-1241		2020	3,000.00	-102.23
Name: MANJIRO BUILDING		2021	3,000.00	0.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	3,000.00	
	1 Amount(s):		3,000.00	
6 Account(s) for Department 670:		2020	16,750.00	-13,229.27
		2021	16,750.00	-6,907.86
		Level 1	18,000.00	

Fairhaven Historical Commission

FY22 BUDGET REQUEST BY PROPERTY

- Commission – Operating Expense:\$ 700.
- Academy Building: \$7,000.
- Fire Museums: Spring St. & Washington St. \$2,000.
- Fort Phoenix: Including parking lot lighting..... \$3,500.
- Old Stone Schoolhouse: \$ 800.
- Fire Apparatus Maintenance: \$1,000.

Subtotal \$15,000.00

- Manjiro Building: \$ 3,000.

GRAND TOTAL \$18,000.00



Fairhaven Historical Commission

40 Center Street
Fairhaven, MA 02719

Wayne Oliveira
Chairman

December 31, 2020

The Fairhaven Historical Commission is responsible for the preservation, protection and development of the historical or archeological assets within Fairhaven. The Commission oversees certain historical building and acts as a consultant for matters relating to our historical assets and for the purpose of protecting and preserving such places.

Below, please find a budget proposal for the Historical Commission for FY22.

Utilities account for the biggest portion of our budget. With costs for everything rising we need to include a modest increase to keep up.

This would affect funding for the Academy Building, Spring Street Firehouse and Fort Phoenix to cover all of the fixed cost and still do some of the preventive maintenance.

All of the properties use electric utilities and 2 of the 3 have alarm monitoring services (Academy and Firehouse).

Last year we established a maintenance fund for our 3 antique fire apparatus that are registered to the town. These trucks are under the care of the Fairhaven Protecting Society, a non-profit organization that was established in the early 1800's. Member of this Society have been gracious in caring for these trucks over the years, sometimes putting in their own money to buy parts and to have repairs made. We seek to keep this item in the budget so that we can continue to maintain these vehicles for years to come.

Additionally, we plan to install surveillance camera at the Fairhaven Academy building after the ADA compliant entrances are completed. This building serves as the Office of Tourism as well as a museum run by the Historical Society. The building is alarmed but has no visual monitoring of the property should there be an issue with theft or a record of visitors coming and going from the building. I believe that we will be able to cover that project with existing funds as long as we have no surprise expenses. We keep our fingers crossed each year that there are no unexpected repairs or damage to these properties.

Account Number	Account Name	FY20 Exp.	F Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Amend BOS
0345	MEMORIAL VETERANS DAY							
001-692-00-5201-00-0345	MEMORIAL-VETERANS DAY	1,773.10	2,500.00	1,812.38	2,500.00	2,500.00		0.00
	PURCHASE OF SERVICES	1,773.10	2,500.00	1,812.38	2,500.00	2,500.00		0.00
	TOTAL - OPERATING EXPENSES	1,773.10	2,500.00	1,812.38	2,500.00	2,500.00		0.00
	MEMORIAL VETERANS DAY	1,773.10	2,500.00	1,812.38	2,500.00	2,500.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:		692	MEMORIAL DAY		
Account Number:	001-692-00-5201-00-0345		2020	2,500.00	-1,773.10
Name:	MEMORIAL-VETERANS DAY		2021	2,500.00	0.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
Expenses for Memorial/Veterans festivities flagsflowerswreighths ect.			07/01/2021	2,500.00	
		1 Amount(s):		2,500.00	
1 Account(s) for Department 692:			2020	2,500.00	-1,773.10
			2021	2,500.00	0.00
			Level 1	2,500.00	

Account N ^o	er	Account Name	FY20 Exp.	F	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend	Admin	FY22 R	mend BOS
1248		CULTURAL COUNCIL FUNDING									
001-690-00-5201-00-1248		CULTURAL COUNCIL FUNDING	2,750.00	2,750.00	2,750.00	0.00	2,750.00	2,750.00			0.00
		PURCHASE OF SERVICES	2,750.00	2,750.00	2,750.00	0.00	2,750.00	2,750.00			0.00
		TOTAL - OPERATING EXPENSES	2,750.00	2,750.00	2,750.00	0.00	2,750.00	2,750.00			0.00
		CULTURAL COUNCIL FUNDING	2,750.00	2,750.00	2,750.00	0.00	2,750.00	2,750.00			0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:	690	CULTURAL COUNCIL			
Account Number:	001-690-00-5201-00-1248		2020	2,750.00	-2,750.00
Name:	CULTURAL COUNCIL FUNDING		2021	2,750.00	0.00
Comment			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	2,750.00	
		1 Amount(s):		2,750.00	
1 Account(s) for Department 690:			2020	2,750.00	-2,750.00
			2021	2,750.00	0.00
			Level 1	2,750.00	

Account N°	Account Name	FY20 Exp.	Fund.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Re	mend BOS
0119	INFORMATION TECHNOLOGY							
001-155-00-5111-00-0119	REGULAR PAY	362,710.00	369,789.00	189,122.63	379,555.00	379,555.00		0.00
	SALARY & WAGES	362,710.00	369,789.00	189,122.63	379,555.00	379,555.00		0.00
	TOTAL - SALARY & WAGES	362,710.00	369,789.00	189,122.63	379,555.00	379,555.00		0.00
001-155-00-5200-00-0119	PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	0.00		0.00
001-155-00-5245-00-0119	REPAIR & MAINT.-EQUIP.	0.00	2,000.00	0.00	2,000.00	2,000.00		0.00
001-155-00-5316-00-0119	TRAINING/TUITION	0.00	4,400.00	0.00	7,000.00	7,000.00		0.00
001-155-00-5390-00-0119	CONTRACTED SERVICES	91,970.29	123,145.00	87,764.89	145,551.00	145,551.00		0.00
	PURCHASE OF SERVICES	91,970.29	129,545.00	87,764.89	154,551.00	154,551.00		0.00
001-155-00-5400-00-0119	SUPPLIES	0.00	0.00	0.00	0.00	0.00		0.00
001-155-00-5432-00-0119	SUPPLIES	1,617.25	2,000.00	208.21	2,000.00	2,000.00		0.00
	SUPPLIES	1,617.25	2,000.00	208.21	2,000.00	2,000.00		0.00
	TOTAL - OPERATING EXPENSES	93,587.54	131,545.00	87,973.10	156,551.00	156,551.00		0.00
	INFORMATION TECHNOLOGY	456,297.54	501,334.00	277,095.73	536,106.00	536,106.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 155 INFORMATION TECHNOLOGY					
Account Number:	001-155-00-5111-00-0119		2020	377,016.00	-362,710.00
Name:	REGULAR PAY		2021	369,789.00	-174,780.29
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Salary		07/01/2021		379,555.00	
1 Amount(s):				379,555.00	
Account Number:	001-155-00-5200-00-0119				
Name:	PURCHASE OF SERVICES				
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
		07/01/2021		0.00	
1 Amount(s):				0.00	
Account Number:	001-155-00-5245-00-0119		2020	2,000.00	0.00
Name:	REPAIR & MAINT.-EQUIP.		2021	2,000.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Misc. Needed Repairs/Parts for Equipment		07/01/2021		2,000.00	
1 Amount(s):				2,000.00	
Account Number:	001-155-00-5316-00-0119		2020	7,000.00	0.00
Name:	TRAINING/TUITION		2021	4,400.00	0.00
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Steve Rosa - \$1100		07/01/2021		1,100.00	
Patrick Galvao - \$1100		07/01/2021		1,100.00	
Erin Costa - \$1100		07/01/2021		1,100.00	
Brianna Alves - \$1100		07/01/2021		1,100.00	
Andre Sylvia - \$1100		07/01/2021		1,100.00	
Christopher Camara - \$1500		07/01/2021		1,500.00	
6 Amount(s):				7,000.00	
Account Number:	001-155-00-5390-00-0119		2020	92,425.00	-86,357.21
Name:	CONTRACTED SERVICES		2021	123,145.00	-86,594.46
<u>Comment</u>		<u>Post Date</u>		<u>Budgeted</u>	
Tyler Tech - School Remote		07/01/2021		1,200.00	
Adobe - Annual Renewal (PSAIAcrobat)		07/01/2021		1,250.00	
Gantt Software		07/01/2021		1,706.00	
Backupify (Cloud Email Archiving)		07/01/2021		1,980.00	
Teamviewer - IT Remote Support		07/01/2021		1,980.00	
Patriot - AP5 Software Support		07/01/2021		12,400.00	
Google Workspace Licenses (DITO)		07/01/2021		12,600.00	
Building - Permit Eyes Annual Maintenance Cost		07/01/2021		13,460.00	
Axion Photocopier Leases (Wells Fargo)		07/01/2021		14,500.00	
ESRI GISPRO/ARCGIS Annual Subscription		07/01/2021		2,000.00	
Microsearch - CIP Software		07/01/2021		2,500.00	
Cylance Antivirus Subscription		07/01/2021		2,500.00	
Cybersecurity Consultant		07/01/2021		20,000.00	
Sonicwall Subscription (Firewall)		07/01/2021		3,500.00	
VADAR Cloud - Financial Software Support		07/01/2021		34,500.00	
DOTGOV Renewal		07/01/2021		425.00	
CivicPlus - Website		07/01/2021		5,000.00	
Comm-Tract Fiber Maintenance Agreement		07/01/2021		5,900.00	
Archive Social - Social Media Archiving		07/01/2021		7,300.00	
Assessor - Customized Data Services		07/01/2021		850.00	
20 Amount(s):				145,551.00	

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:		155	INFORMATION TECHNOLOGY		

Account Number: 001-155-00-5400-00-0119					
Name: SUPPLIES					
<u>Comment</u>					
<u>Post Date</u>					
<u>Budgeted</u>					
07/01/2021 0.00					

1 Amount(s): 0.00					

Account Number: 001-155-00-5432-00-0119					
Name: SUPPLIES					
<u>Comment</u>					
Misc Supplies - Adapters/Cables/USB drives					
<u>Post Date</u>					
<u>Budgeted</u>					
2020 2,000.00					
2021 2,000.00					
07/01/2021 2,000.00					

1 Amount(s): 2,000.00					

7 Account(s) for Department 155:					
2020 480,441.00					
2021 501,334.00					
Level 1 536,106.00					

Town of Fairhaven

FY21-22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: Technology Department

Name of Department Director: Christopher Camara

Is this request for a new service or program or an expanded service/program

Please describe the service/program:

Cybersecurity Consultant

What need(s) are being addressed by this service or program:

Identifying security risks, developing an incident response plan with actionable steps, increasing cybersecurity knowledge, and improving overall security.

Describe the benefits to the town of implementing the service/program:

The town would be in a much more advantageous position to react to a cybersecurity attack or breach. It will demonstrate we are dedicated to keeping our data safe by taking a proactive approach to securing our systems.

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

Goal 6: Health Welfare and Safety of Town Residents under section J) Develop protocols and procedures to provide effective and up to date security to cyber threats.

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add't Funding Request	Total Request	
2	Cybersecurity Consultant	10,000	10,000	10,000	20,000	

Provide a narrative description that explains/justifies the additional funding request by line item:

Municipal computer networks have become increasingly vulnerable to cybersecurity attacks in recent years. The Town of Fairhaven's neighbor, the City of New Bedford, was infiltrated by malicious malware in July 2019, signifying the importance of this investment. The threat to smaller towns like Fairhaven remains high as well, as many bad actors target towns with limited resources to maintain sophisticated and adequate cybersecurity systems. Without an analysis of the current weaknesses, comprehensive penetration testing, and the development of standardized processes and policies, the risk of malicious and damaging cyber attacks remains a significant challenge for the Town of Fairhaven. Additional funding toward securing the network will have a positive impact on all Town departments as well as the benefit of keeping the community's data safe

The additional funding can be taken from the All Covered Hardware Support line item that was previously used before Vadar was moved to the cloud. It is a great opportunity to add additional funding to preserve business continuity with no impact on the budget.

Town of Fairhaven

FY21-22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: Technology

Name of Department Director: Christopher Camara

Is this request for a new service or program or an expanded service/program

Please describe the service/program:

Email Accounts

What need(s) are being addressed by this service or program:

This will give Board and Committee members email access to conduct town business.

Describe the benefits to the town of implementing the service/program:

The implementation of additional licenses would provide greater transparency to Town residents and put the town in compliance with M.G.L. ch.4 S7 under "Public Records".

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

Goal 2: Town Committee Collaboration

Recognizing that volunteers, both elected and appointed, play an integral part in improving Town government and enhancing civic engagement establish methods and practices that will enhance collaboration and coordination between various boards, improve interaction with the public, and provide educational resources to ensure compliance with applicable federal, state and local laws and regulations.

Goal #7: Civic Engagement

Recognizing that what makes a municipality a community is the degree of civic engagement by its residents, implement methods and programs to improve communication and involvement between the Town government and residents with a focus of volunteer recruitment, transparency of information, timely response to citizen concerns, and use of modern communication technology, including public access television and social media.

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add't Funding Request	Total Request	
13	Google Workspace Licenses	7500	8280	4320	12600	

Provide a narrative description that explains/justifies the additional funding request by line item:

The various boards and committees serve our community throughout the year and many interface with the public daily. The Technology Department is responsible for maintaining public records communication via email. The additional licenses would ensure that board and committee members' email exchanges are able to be captured by our system, and therefore, would put the Town in compliance. This would also have the added benefit of having several points of contact for Town residents to contact members via email on their own schedule. This will also provide a means of contact if a board or committee member is unexpectedly unavailable.

Town of Fairhaven

FY21-22 Budget

Request to Fund a New and/or Expanded Service or Program

Name of Department: Technology

Name of Department Director: Christopher Camara

Is this request for a new service or program or an expanded service/program

Please describe the service/program:

Online E-permitting maintenance contract

What need(s) are being addressed by this service or program:

This will allow for greater transparency and collaboration with the public and other town departments.

Describe the benefits to the town of implementing the service/program:

Residents will be able to apply and see the status of permits from home. They will have information available even when the town is closed and they will be able to upload necessary documentation at their convenience. It will also reduce phone calls and foot traffic as the information will be readily available online.

Identify the Board of Selectmen Policy Goal or Department Objective this request is associated with:

In the Board of Selectmen's FY21 Objective, section H.) Begin the implementation of town-wide on line land use permitting software by procuring the system and installing first in the Building Department.

Budget Request Detail: (if you are using a line item that is new or not previously used by your department enter "New" under line item number). *Double click on the chart below and it will turn into an excel spreadsheet, after entering your data double click again outside the spreadsheet and it will return to a chart.*

Line Item #	Line Item Name	FY21 Budget Amt	FY22 Level Ser. Budget Request	Add't Funding Request	Total Request
New	PermitEyes - Annual Support	0	13,460	0	13,460

Provide a narrative description that explains/justifies the additional funding request by line item:

The Building Department has secured funding for the implementation of the e-permitting system in FY21. The funding being requested will continue to allow for the use of the e-permitting system for the upcoming fiscal year. This will allow for continued support for town personnel as well as residents who will be applying for building departments in the future. This is a need to ensure our permitting solution remains available, secure, and updated.

Department Name: Technology		IT	Job Title	Date of Hire	Years of Service(2)	Union (3)	Grade	Step (4)	Hourly Wage (5)	Hrs./ week	Annual Wages(6)	Annual Salary (7)	Date of Step (8)	Cost of Step Inc. (9)	Longevity(10)	Sick Leave Bonus (11)	Sick Leave Buy-Back (12)	Stipend/ Other (18)	Total Compensation
Camara	Christopher	Director of Technology										\$94,000		\$1,880				\$600	\$96,480
Rosa	Steven	Network Manager										\$80,371		\$1,607					\$81,978
Galvao	Patrick	IT Support Technician										\$51,000		\$1,020				\$420	\$52,440
Costa	Erin	Media & Communication Specialist										\$49,419		\$988				\$420	\$50,827
Alves	Brianna	District Data Analyst										\$47,500		\$950					\$48,450
Sylvia	André	IT Support Technician										\$48,000		\$960				\$420	\$49,380
Totals											\$0	\$370,290		\$7,405	\$0	\$0	\$0	\$1,860	\$379,555
Stipends																			
Per contract, all Technology Staff have a 2% increase for FY22.																			
Per contract, Christopher Camara is eligible for up to \$1,500 course reimbursement. Steven Rosa, Patrick Galvao, Brianna Alves, and André Sylvia all have up to \$1,100 course reimbursement.																			

- Notes: if a column does not apply to the employee leave blank**
- (1) If the position is currently vacant, type "vacant" in this column
 - (2) Years of Service as of July 1, 2021
 - (3) Enter: NU for non-union, C for clerical, H for highway, S for Sewer, W for Water, P for Police, F for Fire or D for dispatcher.
 - (4) As of July 1, 2021
 - (5) For employees who are paid by the hour (not salary)
 - (6) Hourly wages X Hours worked per week X 52.2 weeks (spreadsheet has this formula embedded)
 - (7) Annual Salary for employees who are paid salary (not by the hour)
 - (8) If employee is eligible for a step increase during FY21-22 put the date of eligibility in this column
 - (9) Calculate the expense of step increase, prorate it for the period of the fiscal year it will be paid and put the lump dollar amount in this column.
 - (10) As provided for in the Personnel By-law or applicable union contracts. Put the annual cost as a lump sum amount in this column prorated if necessary.
 - (11) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Bonus allowed.
 - (12) As provided for in the Personnel By-law or applicable union contracts. Assume the maximum Sick Leave Buy Back (Credit) allowed.
 - (13) As provided for in Police and Fire Contracts
 - (14) As provided for in Police, Dispatchers and Fire Contracts
 - (15) As provided for in the Police and Dispatchers Contracts
 - (16) As provided for in the Police and Fire Contracts
 - (17) As provided for in the Fire, Dispatchers and Police Contracts
 - (18) In the Comments Box, please explain the amount included in this box providing the basis or reason for the payment and how the amount was determined.

Account Number	Account Name	FY20 Exp.	F	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Amend BOS
0193	FAIRHAVEN RETIREMENT								
001-911-00-5170-04-0193	EMPLOYEE BFT-RETIREMENT	3,227,999.00	3,388,344.00	3,388,344.00	3,388,344.00	3,691,389.00	3,691,389.00		0.00
	SALARY & WAGES	3,227,999.00	3,388,344.00	3,388,344.00	3,388,344.00	3,691,389.00	3,691,389.00		0.00
	TOTAL - SALARY & WAGES	3,227,999.00	3,388,344.00	3,388,344.00	3,388,344.00	3,691,389.00	3,691,389.00		0.00
	FAIRHAVEN RETIREMENT	3,227,999.00	3,388,344.00	3,388,344.00	3,388,344.00	3,691,389.00	3,691,389.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1 FY22 Request	Fiscal Year	Allocated	Expended
Department: 911 FAIRHAVEN RETIREMENT			
Account Number: 001-911-00-5170-04-0193	2020	3,227,999.00	-3,227,999.00
Name: EMPLOYEE BFT-RETIREMENT	2021	3,388,344.00	-3,388,344.00
<u>Comment</u>	<u>Post Date</u>	<u>Budgeted</u>	
	07/01/2021	3,691,389.00	
	1 Amount(s):	3,691,389.00	
1 Account(s) for Department 911:			
	2020	3,227,999.00	-3,227,999.00
	2021	3,388,344.00	-3,388,344.00
	Level 1	3,691,389.00	

Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0264	GROUP INSURANCE						
001-924-00-5170-01-0264	BLUE CROSS-BLUE SHIELD	3,963,877.43	4,342,000.00	2,368,103.19	4,776,200.00	4,776,200.00	0.00
001-924-00-5170-02-0264	DENTAL INSURANCE	234,391.00	0.00	134,747.00	0.00	0.00	0.00
	SALARY & WAGES	4,198,268.43	4,342,000.00	2,502,850.19	4,776,200.00	4,776,200.00	0.00
	TOTAL - SALARY & WAGES	4,198,268.43	4,342,000.00	2,502,850.19	4,776,200.00	4,776,200.00	0.00
	GROUP INSURANCE	4,198,268.43	4,342,000.00	2,502,850.19	4,776,200.00	4,776,200.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 2	FY22 Recommended Admin	Fiscal Year	Allocated	Expended
Department: 924		GROUP INSURANCE		
Account Number: 001-924-00-5170-01-0264		2020	4,296,182.00	-3,963,877.43
Name: BLUE CROSS-BLUE SHIELD		2021	4,342,000.00	-2,368,103.19
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	4,776,200.00	
1 Amount(s):			4,776,200.00	
Account Number: 001-924-00-5170-02-0264		2020	0.00	-234,391.00
Name: DENTAL INSURANCE		2021	0.00	-134,747.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	0.00	
1 Amount(s):			0.00	
2 Account(s) for Department 924:		2020	4,296,182.00	-4,198,268.43
		2021	4,342,000.00	-2,502,850.19
		Level 2	4,776,200.00	

Account Number	Account Name	FY20 Exp.	Fund.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Recommend BOS
0561	UNEMPLOYMENT COMPENSATION							
001-913-00-5170-03-0561	EMPLOYEE BFT-UNEMPLOY COMP	45,592.30	225,000.00	2,820.00	115,000.00	115,000.00		0.00
	SALARY & WAGES	45,592.30	225,000.00	2,820.00	115,000.00	115,000.00		0.00
	TOTAL - SALARY & WAGES	45,592.30	225,000.00	2,820.00	115,000.00	115,000.00		0.00
	UNEMPLOYMENT COMPENSATION	45,592.30	225,000.00	2,820.00	115,000.00	115,000.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:		913	UNEMPLOYMENT COMPENSATION		
Account Number:		001-913-00-5170-03-0561	2020	115,000.00	-35,592.30
Name:		EMPLYE BFT-UNEMPLOY COMP	2021	225,000.00	-2,820.00
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	115,000.00	
		1 Amount(s):		115,000.00	
1 Account(s) for Department 913:			2020	115,000.00	-35,592.30
			2021	225,000.00	-2,820.00
			Level 1	115,000.00	

Account N°	Account Name	FY20 Exp.	Fud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Rf	mend BOS
0597	TOWN INSURANCE							
001-925-00-5740-00-0597	INSURANCE	442,183.27	600,000.00	485,632.00	600,000.00	600,000.00		0.00
001-925-00-5740-01-0597	WORKERS COMP INSUR	445,222.31	300,000.00	397,836.93	300,000.00	200,000.00		0.00
	OTHER CHARGES	887,405.58	900,000.00	883,468.93	900,000.00	800,000.00		0.00
	TOTAL - OPERATING EXPENSES	887,405.58	900,000.00	883,468.93	900,000.00	800,000.00		0.00
	TOWN INSURANCE	887,405.58	900,000.00	883,468.93	900,000.00	800,000.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level: 1	FY22 Request	Fiscal Year	Allocated	Expended
Department: 925 TOWN INSURANCE				
Account Number: 001-925-00-5740-00-0597		2020	578,583.00	-440,314.27
Name: INSURANCE		2021	600,000.00	-485,632.00
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	600,000.00	
	1 Amount(s):		600,000.00	
Account Number: 001-925-00-5740-01-0597		2020	350,000.00	-445,222.31
Name: WORKERS COMP INSUR		2021	300,000.00	-397,836.93
<u>Comment</u>		<u>Post Date</u>	<u>Budgeted</u>	
		07/01/2021	300,000.00	
	1 Amount(s):		300,000.00	
2 Account(s) for Department 925:		2020	928,583.00	-885,536.58
		2021	900,000.00	-883,468.93
		Level 1	900,000.00	

Account N ^o	er	Account Name	FY20 Exp.	Fud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R ^e	amend BOS
0192		F.I.C.A.-MEDICARE INS							
001-918-00-5150-00-0192		EMPLOYER BENEFIT F.I.C.A	381,139.52	420,000.00	203,972.79	430,000.00	430,000.00		0.00
		SALARY & WAGES	381,139.52	420,000.00	203,972.79	430,000.00	430,000.00		0.00
		TOTAL - SALARY & WAGES	381,139.52	420,000.00	203,972.79	430,000.00	430,000.00		0.00
		F.I.C.A.-MEDICARE INS	381,139.52	420,000.00	203,972.79	430,000.00	430,000.00		0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	1	FY22 Request	Fiscal Year	Allocated	Expended
Department:	918	MEDICARE			
Account Number:	001-918-00-5150-00-0192		2020	418,000.00	-381,139.52
Name:	EMPLOYER BENEFIT F.I.C.A		2021	420,000.00	-188,013.77
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	430,000.00	
		1 Amount(s):		430,000.00	
1 Account(s) for Department 918:			2020	418,000.00	-381,139.52
			2021	420,000.00	-188,013.77
			Level 1	430,000.00	

Account Number	Account Name	FY20 Exp.	Fund.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
1227	WIND TURBINE ELECTRIC						
001-122-21-5201-17-1227	WIND TURBINE ELECTRIC	709,656.66	775,000.00	256,382.36	775,000.00	775,000.00	0.00
	PURCHASE OF SERVICES	709,656.66	775,000.00	256,382.36	775,000.00	775,000.00	0.00
	TOTAL - OPERATING EXPENSES	709,656.66	775,000.00	256,382.36	775,000.00	775,000.00	0.00
	WIND TURBINE ELECTRIC	709,656.66	775,000.00	256,382.36	775,000.00	775,000.00	0.00

Account Number	Account Name	FY20 Exp.	F	Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Yimend BOS
1243	OPEB								
001-122-04-5201-00-1243	OPEB	250,000.00	300,000.00	300,000.00	300,000.00	300,000.00	200,000.00		0.00
	PURCHASE OF SERVICES	250,000.00	300,000.00	300,000.00	300,000.00	300,000.00	200,000.00		0.00
	TOTAL - OPERATING EXPENSES	250,000.00	300,000.00	300,000.00	300,000.00	300,000.00	200,000.00		0.00
	OPEB	250,000.00	300,000.00	300,000.00	300,000.00	300,000.00	200,000.00		0.00

Account N°	Obj	Account Name	FY20 Exp.	F	9ud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 R	Amend BOS
1244		WAGE & SALARY RESERVE								
001-122-05-5201-01-1244		COLA FOR NON-UNION EMPLOYEE	0.00		0.00	0.00	50,000.00	50,000.00		0.00
		PURCHASE OF SERVICES	0.00		0.00	0.00	50,000.00	50,000.00		0.00
		TOTAL - OPERATING EXPENSES	0.00		0.00	0.00	50,000.00	50,000.00		0.00
		WAGE & SALARY RESERVE	0.00		0.00	0.00	50,000.00	50,000.00		0.00

Fairhaven Budget Worksheet - FY 2022

Account Number	Account Name	FY20 Exp.	FY21 Bud.	FY21 YTD Exp.	FY22 Requested	FY22 Recommend Admin	FY22 Recommend BOS
0121	DEBT SERVICE						
001-710-00-5900-00-0121	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
001-710-00-5910-00-0121	MATURING PRINCIPAL	803,710.78	798,848.00	868,847.73	787,000.00	787,000.00	0.00
001-710-00-5910-01-0121	AUTHORIZED BUT NOT ISSUED	0.00	0.00	0.00	0.00	0.00	0.00
001-710-00-5915-00-0121	INTEREST ON DEBT	293,937.50	273,757.00	277,700.00	252,320.00	252,320.00	0.00
001-710-00-5915-01-0121	INTEREST AUTHORIZED BUT NOT I	25,351.38	10,000.00	0.00	20,000.00	20,000.00	0.00
001-710-00-5925-00-0121	INTEREST ON LOANS	3,351.13	0.00	820.56	4,000.00	4,000.00	0.00
	MINOR EQUIPMENT	1,126,350.79	1,082,605.00	1,147,368.29	1,063,320.00	1,063,320.00	0.00
	TOTAL - OPERATING EXPENSES	1,126,350.79	1,082,605.00	1,147,368.29	1,063,320.00	1,063,320.00	0.00
	DEBT SERVICE	1,126,350.79	1,082,605.00	1,147,368.29	1,063,320.00	1,063,320.00	0.00

Budget Worksheet - Budgeted Accounts - Expenditure

Highest Budgeted Level:	2	FY22 Recommended Admin	Fiscal Year	Allocated	Expended
Department: 710 DEBT SERVICE					
Account Number: 001-710-00-5900-00-0121					
Name: DEBT SERVICE					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			07/01/2021	0.00	
		1 Amount(s):		0.00	
Account Number: 001-710-00-5910-00-0121					
Name: MATURING PRINCIPAL					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	803,711.00	-803,710.78
			2021	798,848.00	-868,847.73
			07/01/2021	787,000.00	
		1 Amount(s):		787,000.00	
Account Number: 001-710-00-5910-01-0121					
Name: AUTHORIZED BUT NOT ISSUED					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	82,600.00	0.00
			07/01/2021	0.00	
		1 Amount(s):		0.00	
Account Number: 001-710-00-5915-00-0121					
Name: INTEREST ON DEBT					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	294,616.00	-293,937.50
			2021	273,757.00	-277,700.00
			07/01/2021	252,320.00	
		1 Amount(s):		252,320.00	
Account Number: 001-710-00-5915-01-0121					
Name: INTEREST AUTHORIZED BUT NOT ISSUED					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	31,900.00	-25,351.38
			2021	10,000.00	0.00
			07/01/2021	20,000.00	
		1 Amount(s):		20,000.00	
Account Number: 001-710-00-5925-00-0121					
Name: INTEREST ON LOANS					
<u>Comment</u>			<u>Post Date</u>	<u>Budgeted</u>	
			2020	44,500.00	-3,351.13
			2021	0.00	-820.56
			07/01/2021	4,000.00	
		1 Amount(s):		4,000.00	
6 Account(s) for Department 710:					
			2020	1,257,327.00	-1,126,350.79
			2021	1,082,605.00	-1,147,368.29
			Level 2	1,063,320.00	