

1-Jun-09

FY2010

	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY						
ALL COSTS	48,563,761	48,481,244	50,872,584	52,565,485	50,704,412	50,704,412
GENERAL GOVERNMENT:						
ADMINISTRATION	798,283	698,322	1,290,570	958,907	959,351	959,351
FINANCE	7,494,515	7,389,194	8,023,891	8,652,606	8,258,793	8,258,793
PUBLIC SAFETY	5,850,758	5,839,559	5,851,332	6,264,480	5,656,007	5,656,007
PUBLIC WORKS	3,139,983	3,484,527	3,102,687	3,052,567	2,941,063	2,941,063
GENERAL SERVICES	1,045,334	1,043,846	981,254	992,297	950,004	950,004
LAND USE	211,607	197,822	218,789	221,552	211,742	211,742
EDUCATION	21,068,107	21,067,445	22,827,980	23,706,646	22,917,299	22,917,299
DEBT SERVICE	4,408,227	4,263,127	4,278,796	4,238,718	4,238,718	4,238,718
ENTERPRISES	4,546,947	4,497,401	4,297,285	4,477,712	4,571,435	4,571,435

Above is a summary, by function, of the FY2010 Operating Budgets of all Town Departments. The detail for these budgets is on the following pages.

THIS SPACE for NOTES

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FY2010

	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

A D M I N I S T R A T I O N

MODERATOR	50	-	50	50	50	50
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1 SALARIES	50	-	50	50	50	50
2 EXPENSES	-	-	-	-	-	-

The Moderator is an elected position. The responsibilities of the Moderator are the conduct of Town Meetings and the appointment of Finance Committee Members. The moderator may also appoint members to other committees as directed by Town Meeting.

FINANCE COMMITTEE	2,072	1,109	2,129	2,065	2,065	2,065
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3 SALARIES	1,272	909	1,329	1,265	1,265	1,265
4 EXPENSES	800	200	800	800	800	800

The Finance Committee consists of 9 members appointed by the Moderator. The Committee has the responsibility to make recommendations to Town Meeting on all fiscal matters and such other matters as it deems appropriate. The Committee is responsible for administering the Reserve Fund. The Salaries line item is to fund the services of a part-time secretary.

RESERVE FUND	91,472	-	275,000	125,000	125,000	125,000
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5 EXPENSES	91,472		275,000	125,000	125,000	125,000
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This fund is appropriated to provide for extraordinary and unforeseen expenditures. In FY08 the Reserve Fund was budgeted at \$123,921 of which \$32,449 was transferred to various Departments. The additional budgets and expenditures are included under the appropriate departments. In FY09 the budget was \$275,000 which included a \$150,000 fuel reserve.

GENERAL INSURANCE	313,061	313,061	298,200	300,000	300,000	300,000
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6 EXPENSES	313,061	313,061	298,200	300,000	300,000	300,000 *
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* Line 6 Fund \$10,000 from WATER REVENUE

This Appropriation is to pay the premiums for the General Insurance of the Town. It covers such things as general liability, buildings and vehicles.

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	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY						
TOWN COUNSEL	101,186	100,561	90,000	90,000	112,500	112,500
7 EXPENSES	101,186	100,561	90,000	90,000	112,500	112,500 *
* Line 7 Fund \$8,000 from WATER REVENUE						
This appropriation is to pay for the legal services. Town Counsel provides legal advice to Town Officials and Boards as well as represents the Town during court proceedings. Also included are funds for the services of Labor Counsel.						
SELECTMEN	19,273	18,679	20,171	20,082	19,566	19,566
8 SALARIES	19,273	18,679	20,171	20,082	19,566	19,566
This Line Item provides for a part-time clerical support for the Board of Selectmen as well as the services of a recording secretary.						
TOWN ADMINISTRATOR	265,057	264,912	262,736	276,394	254,854	254,854
9 SALARIES	211,072	211,072	208,751	222,409	222,409	222,409 *
10 EXPENSES	53,985	53,840	53,985	53,985	32,445	32,445
11 CAPITAL	-	-	-	-	-	-
* Line 9 Fund \$3,900 from WATER REVENUE						
This budget provides for the compensation of the Town Administrator, Administrative Assistant, and the part-time Human Resources Administrator. Expenses include the administrative costs of General Government, Town Meeting etc.						
SALARY POOL SUPPLEMENT	6,112	-	342,284	145,316	145,316	145,316
Overtime and Longevity			10,000	10,000	10,000	10,000
Retirement Incentives/Buy-backs						
Compensation Change	6,112		332,284	135,316	135,316	135,316
12 SALARY POOL SUPPLEMENT	6,112	-	342,284	145,316	145,316	145,316

This line item provides for overtime which may be necessary from time to time within the various General Government Departments and Longevity payments to those employees who are eligible. The Compensation Change amount is to fund any salary increases which may be granted to employees. The budgeted amount for FY08 was \$342,284 of which \$336,172 was distributed to various departments where the budget and expenditure is included. The FY09 budget was \$373,260 of which nothing has been distributed to date.

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	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

F I N A N C E

FINANCE DIRECTOR	59,507	59,507	59,282	60,865	60,865	60,865
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13 SALARIES	59,507	59,507	59,282	60,865	60,865	60,865 *
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* Line 13 Fund \$4,700 from WATER REVENUE

The Finance Director is responsible for coordination of the activities between the Accounting, Collector, Treasury, and Assessing Departments. This line item represents the stipend paid to the Accountant for the assumption of these duties as well as compensation for a part-time Assistant Finance Director.

ACCOUNTING	178,869	178,475	177,757	178,358	169,064	169,064
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14 SALARIES	126,886	126,886	125,957	126,558	126,558	126,558 *
15 EXPENSES	51,983	51,589	51,800	51,800	42,506	42,506 *
16 CAPITAL	-	-	-	-	-	-

* Line 14 Fund \$4,000 from WATER REVENUE

* Line 15 Fund \$3,300 from WATER REVENUE

The Accounting Department is staffed with a full-time Town Accountant, who also serves as Finance Director and .8 full-time equivalent staff. This Department is responsible for maintaining the financial records of the Town and the approval of all invoices for payment. The capital request is for office equipment.

ASSESSING	151,523	150,988	160,815	148,763	146,890	146,890
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17 SALARIES	142,535	142,534	144,897	132,845	130,972	130,972
18 EXPENSES	8,988	8,454	15,918	15,918	15,918	15,918
19 CAPITAL	-	-	-	-	-	-

The Assessing Department is staffed with a part-time Assessing Manager and 2 full-time clerical staff. In addition, there is a three member part-time Board of Assessors appointed by the Town Administrator. The Assessing Department is responsible for valuing all property within the Town and setting the Tax Rate. The Board also grants abatements and exemptions where warranted.

TREASURY	71,662	47,746	64,204	64,020	59,616	59,616
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20 SALARIES	52,511	29,826	48,053	47,869	46,142	46,142
21 EXPENSES	19,151	17,920	16,151	16,151	13,474	13,474
22 CAPITAL	-	-	-	-	-	-

The Treasurer is the full-time Collector and receives a stipend for the Treasurer's duties. Additional staff consists of 1 full-time clerical person. The responsibilities of this Department include payroll preparation, investment of Town funds, borrowing and administering Employee Benefits.

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	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

COLLECTION	200,466	193,310	190,817	200,432	193,322	193,322
23 SALARIES	164,049	158,644	153,900	163,515	160,882	160,882 *
24 EXPENSES	36,417	34,666	36,917	36,917	32,440	32,440 *
25 CAPITAL	-	-	-	-	-	-

* Line 23 Fund \$4,000 from WATER REVENUE

* Line 24 Fund \$2,600 from WATER REVENUE

The Collection Department consists of 1 full-time Collector, who also serves as Treasurer and 3 full-time clerical staff. The responsibilities of this Department include the collection of all taxes due the Town (real estate, personal property and motor vehicle excise). In addition, this department is responsible for the collection of water bills, ambulance bills and trash bills.

INFORMATION SYSTEMS	149,502	147,338	183,049	193,257	177,257	177,257
26 SALARIES	60,541	60,541	83,975	86,344	61,344	61,344 *
27 EXPENSES	88,961	86,797	99,074	106,913	115,913	115,913 *
28 CAPITAL	-	-	-	-	-	-

* Line 26 Fund \$12,000 from WATER REVENUE

* Line 27 Fund \$1,500 from WATER REVENUE

The MIS Department is responsible for the data processing effort for General Government. The department is staffed with a full-time System Manager. A 20 hour per week technical position was included for FY09.

PENSIONS & BENEFITS	6,682,986	6,611,830	7,187,967	7,806,911	7,451,779	7,451,779
County Retirement	1,916,242	1,920,375	2,138,978	2,352,876	2,352,876	2,352,876
Workers' Compensation	248,600	251,714	248,600	263,516	263,516	263,516
Employment Security	5,000	8,152	5,000	5,000	20,000	20,000
Health Insurance	4,115,019	4,052,534	4,366,377	4,737,519	4,362,387	4,362,387
Life Insurance	21,000	19,237	21,000	21,000	21,000	21,000
Medicare	292,125	316,813	317,012	336,000	341,000	341,000
Public Safety Disability	30,000	-	30,000	30,000	30,000	30,000
Retired Public Safety Disability	35,000	38,327	36,000	36,000	36,000	36,000
Uninsured Medical	20,000	4,678	25,000	25,000	25,000	25,000
29 PENSIONS & BENEFITS	6,682,986	6,611,830	7,187,967	7,806,911	7,451,779	7,451,779 *

* Line 29 Fund \$113,500 from WATER REVENUE

*Line 29 Fund \$98,659 from HEALTH INSURANCE RECOVERY FUND

This Line Item funds the various pension and employee benefits paid on behalf of current municipal/school and retired employees.

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PUBLIC SAFETY

POLICE DEPARTMENT	3,174,115	3,173,903	3,098,520	3,490,725	2,962,265	2,962,265
30 SALARIES	2,868,849	2,868,848	2,839,240	3,152,241	2,714,870	2,714,870
31 EXPENSES	255,865	255,656	259,280	266,315	243,195	243,195
32 CAPITAL	49,401	49,399	-	72,169	4,200	4,200
Operations						
...Salaries	2,841,167	2,841,063	2,811,558	3,124,559	2,687,189	2,687,189
...Expenses	248,160	249,987	251,575	258,610	235,490	235,490
...Capital	49,401	49,399	-	72,169	4,200	4,200
	<u>3,138,728</u>	<u>3,140,449</u>	<u>3,063,133</u>	<u>3,455,338</u>	<u>2,926,879</u>	<u>2,926,879</u>

The Police Department presently consists of 30 full-time sworn personnel, including the administrative staff of the Chief of Police, two lieutenants and a secretary. The patrol force consists of 18 patrol officers, 6 sergeants and 2 lieutenants. The investigation/prosecution division is staffed with two detectives. The full-time force is supplemented by 6 reserve officers, five constables, 4 matrons, 5 crossing guards, and 2 animal control enforcement officers. The Department performs several major functions including, but not limited to: law enforcement; community policing endeavors such as crime prevention, crime investigation, responding to calls for service, housing prisoners; and administrative functions. In addition, the Department is the enforcement branch for Town Government and works with various Town Agencies in investigating and prosecuting cases on their behalf.

Animal Control

...Salaries	27,682	27,785	27,682	27,682	27,682	27,682
...Expenses	7,705	5,669	7,705	7,705	7,705	7,705
	<u>35,387</u>	<u>33,454</u>	<u>35,387</u>	<u>35,387</u>	<u>35,387</u>	<u>35,387</u>

The Animal Control Program consists of 1 part-time Dog Officer and 1 part-time assistant. This division is responsible for the investigation of all complaints involving dogs.

FIRE DEPARTMENT	2,231,990	2,230,588	2,305,721	2,330,583	2,259,900	2,259,900
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33 SALARIES	1,997,280	1,997,278	2,053,611	2,077,475	2,046,915	2,046,915 *
34 EXPENSES	201,455	200,056	216,855	217,853	181,730	181,730 *
35 CAPITAL	33,255	33,254	35,255	35,255	31,255	31,255

* Line 33 Fund \$214,820 from AMBULANCE RESERVE

* Line 34 Fund \$50,180 from AMBULANCE RESERVE

Operations

...Salaries	1,871,857	1,879,020	1,931,093	1,954,932	1,927,872	1,927,872
...Expenses	136,955	142,916	148,675	148,353	124,580	124,580
...Capital	23,255	22,757	25,255	25,255	25,255	25,255
	<u>2,032,067</u>	<u>2,044,693</u>	<u>2,105,023</u>	<u>2,128,540</u>	<u>2,077,707</u>	<u>2,077,707</u>

The Fire Department consists of 18 permanent men: Chief, Deputy Chief, 4 Captains and 12 Firefighters. The Operations Division provides inspection services, fire prevention and fire suppression.

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FUNCTION SUMMARY

Fire Alarm						
...Salaries	2,832	3,020	3,105	3,108	3,108	3,108
...Expenses	10,000	11,447	10,000	10,500	10,500	10,500
...Capital	6,000	6,702	6,000	6,000	6,000	6,000
	<u>18,832</u>	<u>21,169</u>	<u>19,105</u>	<u>19,608</u>	<u>19,608</u>	<u>19,608</u>

The Fire Alarm Program is responsible for maintaining the Fire Alarm System throughout the Town as well as the communications system of the Fire Department.

Emergency Medical Service						
...Salaries	5,151	4,361	5,090	5,096	5,096	5,096
...Expenses	46,500	39,867	50,180	51,000	44,650	44,650
...Capital	-	-	-	-	-	-
	<u>51,651</u>	<u>44,228</u>	<u>55,270</u>	<u>56,096</u>	<u>49,746</u>	<u>49,746</u>

The EMS Program is responsible for providing the emergency medical & ambulance services to the residents of the Town. The Department currently has 17 Emergency Medical Technicians. Local EMT's are backed up by Advanced Life Support provided by an outside contractor when necessary.

Call Force						
...Salaries	46,460	47,195	46,732	46,741	43,241	43,241
...Expenses	8,000	5,826	8,000	8,000	2,000	2,000
...Capital	-	-	-	-	-	-
	<u>54,460</u>	<u>53,021</u>	<u>54,732</u>	<u>54,741</u>	<u>45,241</u>	<u>45,241</u>

The Call Department is budgeted for 15 Firefighters who are used to supplement the permanent full-time force on a part-time basis.

Fire & Police Mechanic						
...Salaries	70,980	63,682	67,591	67,598	67,598	67,598
...Expenses	-	-	-	-	-	-
...Capital	4,000	3,795	4,000	4,000	-	-
	<u>74,980</u>	<u>67,477</u>	<u>71,591</u>	<u>71,598</u>	<u>67,598</u>	<u>67,598</u>

The Fire/Police mechanic provides maintenance services for the vehicles in these two departments.

EMERGENCY MANAGEMENT	1,586	1,387	3,586	3,586	3,478	3,478
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36 SALARIES	1,200	1,200	1,200	1,200	1,200	1,200
37 EXPENSES	386	187	2,386	2,386	2,278	2,278
38 CAPITAL	-	-	-	-	-	-

CODE ENFORCEMENT	218,228	217,483	218,380	221,252	211,930	211,930
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39 SALARIES	195,032	195,032	193,159	195,522	187,975	187,975
40 EXPENSES	23,196	22,451	25,221	25,730	23,955	23,955
41 CAPITAL	-	-	-	-	-	-

Building Inspection						
...Salaries	133,111	133,111	133,053	134,974	127,427	127,427
...Expenses	15,196	15,123	16,443	16,777	15,900	15,900
...Capital	-	-	-	-	-	-
	<u>148,307</u>	<u>148,234</u>	<u>149,496</u>	<u>151,751</u>	<u>143,327</u>	<u>143,327</u>

The Code Enforcement Department is staffed with a full-time Department Head/Building Inspector, one part-time inspector and one full-time clerical staff for all code enforcement activities. This Department is responsible for issuing all building permits and inspection of all new construction as well as enforcing the Architectural Access Board Regulations and several local bylaws including the Zoning Bylaw.

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FUNCTION SUMMARY

	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
Plumbing & Gas Inspection						
...Salaries	24,619	24,619	24,956	24,960	24,960	24,960
...Expenses	3,600	3,007	4,022	4,103	3,744	3,744
	<u>28,219</u>	<u>27,626</u>	<u>28,978</u>	<u>29,063</u>	<u>28,704</u>	<u>28,704</u>

This program is staffed with a part-time inspector who is responsible for inspecting all new and repaired gas and plumbing installations.

Weights & Measures						
...Salaries	8,972	8,972	9,013	9,274	9,274	9,274
...Expenses	800	364	1,059	1,080	774	774
	<u>9,772</u>	<u>9,336</u>	<u>10,072</u>	<u>10,354</u>	<u>10,048</u>	<u>10,048</u>

This program is staffed with a part-time Sealer of Weights and Measures. He is responsible for inspecting all scales and pumps used in connection with the sales of products.

Electrical Inspection						
...Salaries	28,330	28,330	26,137	26,314	26,314	26,314
...Expenses	3,600	3,957	3,697	3,770	3,537	3,537
...Capital	-	-	-	-	-	-
	<u>31,930</u>	<u>32,287</u>	<u>29,834</u>	<u>30,084</u>	<u>29,851</u>	<u>29,851</u>

This program is staffed with a part-time inspector and a part-time assistant who is responsible for the inspection of all new and changed electrical services.

HEALTH	224,839	216,198	225,125	218,333	218,433	218,433
42 SALARIES	135,806	135,805	132,999	132,999	132,999	132,999
43 EXPENSES	89,033	80,393	92,126	85,334	85,434	85,434
44 CAPITAL	-	-	-	-	-	-

Administration						
...Salaries	135,806	135,805	132,999	132,999	132,999	132,999
...Expenses	13,150	8,537	13,387	13,350	13,350	13,350
...Capital	-	-	-	-	-	-
	<u>148,956</u>	<u>144,342</u>	<u>146,386</u>	<u>146,349</u>	<u>146,349</u>	<u>146,349</u>

The Board of Health is responsible for the stewardship of the Public Health of the Town. The Board consists of 3 members appointed by the Town Administrator. The Department is staffed with a full-time Health Agent and a full-time Administrative Assistant.

Environmental Health						
...Salaries	-	-	-	-	-	-
...Expenses	58,783	61,294	61,439	59,884	59,884	59,884
	<u>58,783</u>	<u>61,294</u>	<u>61,439</u>	<u>59,884</u>	<u>59,884</u>	<u>59,884</u>

This program provides for the enforcement of Environmental and Sanitary Codes, Local Regulations and Mosquito Control Programs.

Community Health						
...Salaries	-	-	-	-	-	-
...Expenses	17,100	10,562	17,300	12,100	12,200	12,200
...Misc Capital	-	-	-	-	-	-
	<u>17,100</u>	<u>10,562</u>	<u>17,300</u>	<u>12,100</u>	<u>12,200</u>	<u>12,200</u>

This program provides for Communicable Disease Surveillance and follow-up, Immunization Clinics and Non-Communicable Disease Screenings performed by the Visiting Nurse Association.

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PUBLIC WORKS

OPERATIONS	2,082,073	2,540,127	2,047,465	2,030,413	1,985,841	1,985,841
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45 SALARIES	1,049,067	1,173,100	1,009,253	985,126	939,580	939,580 *
46 EXPENSES	1,015,906	1,357,165	1,038,212	1,045,287	1,046,261	1,046,261 *
47 CAPITAL	17,100	9,862	-	-	-	-

* Line 45 Fund \$40,600 from WATER REVENUE
 * Line 46 Fund \$20,000 from CEMETERY FUNDS
 * Line 46 Fund \$10,000 from PERPETUAL CARE

Administration						
...Salaries	108,394	108,394	96,222	86,430	86,430	86,430
...Expenses	9,925	10,792	9,925	6,925	6,925	6,925
	<u>118,319</u>	<u>119,186</u>	<u>106,147</u>	<u>93,355</u>	<u>93,355</u>	<u>93,355</u>

The Administration element of the Public Works Division is staffed with a Director and 2 full-time clerical staff of which a portion of their salaries are budgeted in the Water Enterprise. This division is responsible for overseeing and managing the entire Public Works Function.

Engineering						
...Salaries	41,378	41,378	40,642	43,032	43,032	43,032
...Expenses	1,550	1,020	1,550	1,550	1,550	1,550
	<u>42,928</u>	<u>42,398</u>	<u>42,192</u>	<u>44,582</u>	<u>44,582</u>	<u>44,582</u>

Engineering is staffed with 1 full-time Engineer who provides technical support to the Public Works Division and other Town Departments. One half of his salary is budgeted in the Water Enterprise.

Road & Street						
...Salaries	497,799	509,453	502,621	503,361	496,168	496,168
...Expenses	202,436	166,563	191,584	191,584	188,034	188,034
...Capital	3,100	3,016	-	-	-	-
	<u>703,335</u>	<u>679,032</u>	<u>694,205</u>	<u>694,945</u>	<u>684,202</u>	<u>684,202</u>

The Road and Street Division is staffed with 8.5 full-time employees. They perform the construction and seasonal maintenance functions required of the 89.22 miles of Town roadways.

Snow & Ice						
...Salaries	-	124,034	-	-	-	-
...Expenses	175,000	517,742	175,000	175,000	175,000	175,000
	<u>175,000</u>	<u>641,776</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>

Snow and Ice reflects the costs of Winter Operations for materials and hired equipment.

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FUNCTION SUMMARY

Street Lighting ...Expenses	87,939	98,257	90,575	93,300	102,124	102,124
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This budget item provides for the amount paid to RMLD to illuminate 1,237 street lights.

Trees ...Expenses	20,500	17,385	20,500	20,500	19,000	19,000
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Tree Expenses consist of the yearly contractual costs to maintain and remove trees.

Machinery Maintenance ...Salaries	176,420	164,765	182,839	171,471	134,782	134,782
...Expenses	158,135	156,215	153,850	155,600	155,600	155,600
...Capital	-	-	-	-	-	-
	<u>334,555</u>	<u>320,980</u>	<u>336,689</u>	<u>327,071</u>	<u>290,382</u>	<u>290,382</u>

The Machinery Maintenance program is staffed by 2 full-time mechanics. Their responsibility is to maintain 48 pieces of highway and construction equipment.

Cemetery, Parks and Grounds ...Salaries	161,092	161,092	128,216	119,199	117,535	117,535
...Expenses	16,300	5,746	16,300	16,300	16,300	16,300
...Capital	2,500	2,846	-	-	-	-
	<u>179,892</u>	<u>169,684</u>	<u>144,516</u>	<u>135,499</u>	<u>133,835</u>	<u>133,835</u>

This program employs 2.5 full-time employees and reflects maintenance in parks and grounds, and the Town's three cemeteries. The Town is currently expanding Riverside Cemetery.

Town Buildings ...Salaries	63,984	63,984	58,713	61,633	61,633	61,633
...Expenses	344,121	383,445	378,928	384,528	381,728	381,728
...Capital	11,500	4,000	-	-	-	-
	<u>419,605</u>	<u>451,429</u>	<u>437,641</u>	<u>446,161</u>	<u>443,361</u>	<u>443,361</u>

Town Buildings employs 1 full-time facilities maintenance manager/superintendent. This budget includes the costs for cleaning, maintaining, repairing and operating all public buildings except schools.

SOLID WASTE MANAGEMENT	1,057,910	944,400	1,055,222	1,022,154	955,222	955,222
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48 SALARIES	10,032	7,459	10,032	10,032	10,032	10,032
49 EXPENSES	1,047,878	936,941	1,045,190	1,012,122	945,190	945,190 *

The Solid Waste Management program employs 1 part-time person to coordinate contractual field services. Costs are fully funded by user fees.

1-Jun-09

FY2010

	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

G E N E R A L S E R V I C E S

TOWN CLERK	181,252	180,686	203,273	186,255	179,222	179,222
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50 SALARIES	150,400	150,399	163,398	156,964	155,031	155,031
51 EXPENSES	30,852	30,287	39,875	29,291	24,191	24,191 *
52 CAPITAL	-	-	-	-	-	-

* Line 51 Fund \$1,900 from WATER REVENUE

Clerk						
...Salaries	133,370	137,044	140,217	145,135	144,202	144,202
...Expenses	12,735	11,477	14,600	14,101	10,301	10,301
...Capital	-	-	-	-	-	-
	<u>146,105</u>	<u>148,521</u>	<u>154,817</u>	<u>159,236</u>	<u>154,503</u>	<u>154,503</u>

The Town Clerk's office is staffed by a full-time Town Clerk and 2 full-time clerical staff. This Office is responsible for maintaining all vital statistics of the Town, including births, marriages, deaths, and records of all boards and committees. This office also maintains the minutes of Town Meetings and is responsible for conducting the annual census.

Elections						
...Salaries	17,030	13,355	23,181	11,829	10,829	10,829
...Expenses	18,117	18,810	25,275	15,190	13,890	13,890
...Capital	-	-	-	-	-	-
	<u>35,147</u>	<u>32,165</u>	<u>48,456</u>	<u>27,019</u>	<u>24,719</u>	<u>24,719</u>

The Elections program is responsible for conducting all elections and Town Meetings. This program is also responsible for maintaining lists of registered voters within the Town.

ELDER SERVICES	127,793	127,282	131,628	129,754	126,260	126,260
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53 SALARIES	107,569	107,569	110,386	110,042	108,623	108,623
54 EXPENSES	20,224	19,713	21,242	19,712	17,637	17,637

Elder Services is staffed with a full-time Director, a full-time van driver, and a full-time clerk. This department provides a variety of services to the elderly including a hot lunch program, " Meals on Wheels", home care, clinics and transportation.

VETERANS' SERVICES	116,291	116,083	108,945	121,476	119,426	119,426
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55 SALARIES	53,166	53,166	51,170	46,826	46,826	46,826
56 EXPENSES	63,125	62,917	57,775	74,650	72,600	72,600
57 CAPITAL	-	-	-	-	-	-

The Veterans' Department is staffed with a part-time Veterans' Agent supported by a part-time administrative assistant. The services provided include state public assistance, VA benefits, referral services and fuel assistance.

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FY2010

	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

LIBRARY	430,840	430,638	430,090	437,669	418,242	418,242
58 SALARIES	322,051	322,051	322,590	328,786	317,974	317,974
59 EXPENSES	108,789	108,587	107,500	108,883	100,268	100,268
60 CAPITAL	-	-	-	-	-	-

The Library budget includes funding for a full-time Director and Assistant Director, 2 full-time professional librarians and 7 part-time staff. The Library is currently open 45 hours per week.

RECREATION	189,158	189,157	107,318	117,143	106,854	106,854
61 SALARIES	160,317	160,317	97,029	106,854	106,854	106,854
62 EXPENSES	28,841	28,840	10,289	10,289	-	-
63 CAPITAL	-	-	-	-	-	-

The Recreation Department is staffed by a full-time Operations Director, Recreation Administrator, a full-time Parks Director, a part-time administrative assistant, a full-time DPW employee and seasonal employees. The Operating budget is responsible for salaries of the Operations Director, Parks Director and administrative assistant, and a portion of overall expenses. The Revolving account is responsible to fund the costs of all seasonal employees and the larger portion of expenses. The Revolving account funds are derived from user fees, recreation programs, functions, and corporate rentals. Seasonal employees are hired to assist in grounds maintenance, as recreation program councilors, and as food service employees.

LAND USE

CONSERVATION COMM	26,976	23,516	27,735	27,735	26,885	26,885
64 SALARIES	22,856	21,947	23,915	23,915	23,915	23,915
65 EXPENSES	4,120	1,569	3,820	3,820	2,970	2,970
66 CAPITAL	-	-	-	-	-	-

The Conservation Commission (ConCom) consists of 5 appointed members and 2 alternates. The Commission has jurisdiction over all activities which take place in Wetlands. These activities are highly regulated by the State. The ConCom holds public hearings to determine the appropriateness of the activity and sets conditions under which they can occur. The budget continues to provide part-time clerical support and a part-time Conservation Agent retained on a contractual basis. Much of the ConCom's activities are funded from fees.

* Line 64 Fund \$10,000 from CONSERVATION FEES

PLANNING COMMISSION	162,527	153,391	166,704	168,502	161,703	161,703
67 SALARIES	145,668	144,078	147,795	149,593	149,593	149,593
68 EXPENSES	16,859	9,313	18,909	18,909	12,110	12,110
69 CAPITAL	-	-	-	-	-	-

The Community Planning Commission (CPC) consists of 5 elected members. The CPC has jurisdiction of all planning activities within the Town. It approves all sub-divisions. The Commission is supported by a full-time administrator, a full-time secretary and a part-time GIS Coordinator/Planner. It has responsibility for reviewing and updating the Town's Master Plan.

BOARD of APPEALS	22,104	20,915	24,350	25,315	23,154	23,154
70 SALARIES	16,154	16,154	18,350	19,194	18,729	18,729
71 EXPENSES	5,950	4,761	6,000	6,121	4,425	4,425
72 CAPITAL	-	-	-	-	-	-

The Board of Appeals (ZBA) consists of 3 appointed members and 3 alternates. The ZBA has the responsibility of granting variances and special permits from the Zoning By-Law and hearing appeals of the Building Inspector.

1-Jun-09

FY2010

	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY						
E D U C A T I O N						
PUBLIC SCHOOLS	20,771,272	20,770,610	22,377,445	23,258,860	22,506,875	22,506,875
SALARIES	16,453,049	16,290,593	17,947,129	18,429,075	17,727,090	17,727,090
73 TEACHERS	11,688,048	11,663,419	13,052,874	13,549,489	12,975,904	12,975,904
74 ADMINISTRATION	1,901,572	1,878,850	1,994,225	2,028,053	1,963,653	1,963,653
75 OFFICE STAFF						
76 PARAPROFESSIONALS/TUTORS	1,053,997	1,001,475	1,062,549	945,313	923,313	923,313
77 CUSTODIAL	1,029,812	991,967	1,059,600	1,065,895	1,023,895	1,023,895
78 ATHLETICS	198,010	197,876	184,388	228,052	228,052	228,052
79 HEALTH SERVICES	313,401	308,985	318,666	322,401	322,401	322,401
80 TRANSPORTATION SPED	96,463	79,730	101,286	105,500	105,500	105,500
81 THERAPEUTIC SERVICES						
82 COMPUTER/AV TECHNICIANS	171,746	168,291	173,541	184,372	184,372	184,372
83 SALARY POOL SUPPLEMENT						
EXPENSES	4,318,223	4,480,017	4,430,316	4,829,785	4,779,785	4,779,785
84 DISTRICT LEADERSHIP & ADMINISTRATION	154,600	140,412	186,014	206,624	206,624	206,624
85 INSTRUCTION	894,494	966,480	960,597	931,211	931,211	931,211
86 STUDENT SERVICES	412,982	404,766	485,232	473,900	423,900	423,900
87 OPERATION & MAINTENANCE OF PLANT	1,103,209	970,451	1,050,200	1,113,900	1,113,900	1,113,900
88 FIXED CHARGES	129,100	82,632	71,100	60,250	60,250	60,250
89 EQUIPMENT	28,588	13,288	15,000	15,000	15,000	15,000
90 SPECIAL ED TUITION	1,595,250	1,901,988	1,662,173	2,028,900	2,028,900	2,028,900
91 HIGH SCHOOL ACCREDITATION						
92 SPECIAL ED TRANSPORTATION						
93 SMALL CAPITAL						
94 REGIONAL VOTECH	296,835	296,835	450,535	447,786	410,424	410,424

1-Jun-09

FY2010

	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY						
DEBT SERVICE						
School Debt						
Wheelchair Van	5,905	5,905	5,655	5,430	5,430	5,430
Middle & High Schematics	30,750	30,750	-	-	-	-
Modulars 3	132,288	132,288	128,363	124,613	124,613	124,613
School Rack Truck	6,396	6,396	6,146	5,921	5,921	5,921
High School Hot Water System	6,396	6,396	6,146	5,921	5,921	5,921
NRHS Renovation	335,008	335,008	-	-	-	-
Batchelder Plans	22,044	22,044	21,294	20,619	20,619	20,619
NRMS Gym	15,788	15,788	-	-	-	-
Batchelder Renovations	970,296	970,296	915,571	922,096	922,096	922,096
NRMS Roof	25,338	25,338	-	-	-	-
Middle Boiler/Little Soffit	23,809	23,809	23,059	22,384	22,384	22,384
Batch Septic	17,698	17,698	22,110	21,060	21,060	21,060
Haverhill Street Land	6,318	6,318	11,055	10,530	10,530	10,530
Little School Renovation	286,248	286,248	277,454	268,648	268,648	268,648
School Copy Machine	5,575	5,575	5,325	5,100	5,100	5,100
NRHS Track	5,340	5,340	5,114	-	-	-
Modular Classrooms	50,835	50,835	49,654	48,360	48,360	48,360
Hood & High Modulars	119,521	119,521	116,077	112,696	112,696	112,696
Hood School Renovation	398,813	398,813	391,880	384,530	384,530	384,530
Student Van	5,575	5,575	5,325	5,100	5,100	5,100
Modular Classrooms 10/06	-	-	100,919	100,819	100,819	100,819
School Security 10/07	-	-	-	34,625	34,625	34,625
Police Station Renovations	520,355	569,772	730,633	711,390	711,390	711,390
Ladder Truck	54,125	54,125	52,063	-	-	-
Cemetery Upgrade	27,875	27,875	26,625	25,500	25,500	25,500
Roads 10/04	44,283	44,282	42,533	40,958	40,958	40,958
Replace Culverts	14,086	14,086	13,586	13,136	13,136	13,136
Smith Property	291,169	291,169	282,419	274,544	274,544	274,544
Title V	10,872	10,872	10,872	10,872	10,872	10,872
04 Dump Truck	13,503	13,503	13,003	12,553	12,553	12,553
Holder Tractor	10,855	10,855	10,593	10,305	10,305	10,305
Senior Van	-	-	-	28,100	28,100	28,100
Stormwater	24,297	24,107	23,856	23,859	23,859	23,859
Fire Pumper	25,967	25,967	25,443	24,867	24,867	24,867
DPW 1 Ton Truck	6,065	6,065	5,815	5,590	5,590	5,590
Roads 01	66,235	66,235	64,660	58,010	58,010	58,010
Fire Station Floor	48,625	48,625	46,856	35,063	35,063	35,063
Damon Tavern	60,338	60,338	58,135	40,906	40,906	40,906
DPW Small Dump Truck	11,971	11,971	11,471	11,021	11,021	11,021
Eisenhaure Park	-	-	-	220,570	220,570	220,570
Loader 10/05	14,850	14,850	14,450	14,050	14,050	14,050
Dump Truck 10/05	19,900	19,900	19,300	18,700	18,700	18,700
Cruisers 10/05	11,800	11,800	11,400	11,000	11,000	11,000
Fire Pumper 10/05	20,750	20,750	48,881	42,481	42,481	42,481
Dump Truck 04/06	-	-	15,188	14,738	14,738	14,738
Cemetery Upgrade 10/06	-	-	17,213	16,538	16,538	16,538
Road Program 04/06	-	-	74,188	71,263	71,263	71,263
Police Technology/Remodel 04/07	-	-	50,566	48,194	48,194	48,194
Road Program 10/07	-	-	-	72,175	72,175	72,175
Park St. Bridge	-	-	-	14,143	14,143	14,143
DPW Lift	-	-	-	16,575	16,575	16,575
Town Hall Roof	-	-	-	59,513	59,513	59,513
Town Hall Generator	-	-	-	6,325	6,325	6,325
Short Term Interest & Admin. Fee	640,365	446,039	517,900	187,327	187,327	187,327
95 DEBT SERVICE	4,408,227	4,263,127	4,278,796	4,238,718	4,238,718	4,238,718 *

* Line 95 Fund \$34,399 from RESERVE for DEBT EXCLUSION

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FY2010

FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
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FUNCTION SUMMARY

- * Line 95 Fund \$18,694 from RESERVE for SEPTIC LOANS
- * Line 95 Fund \$121,600 from CELL TOWER REVENUE
- * Line 95 Fund \$655,000 from CAPITAL PROJECTS STABILIZATION FUND

1-Jun-09

FY2010

	FY08 Budget	FY08 Expended	FY09 Budget	DEPT REQUEST	SELECTMEN REC	FINCOM REC
FUNCTION SUMMARY						

ENTERPRISE FUNDS						
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WATER DEPARTMENT	2,800,339	2,774,558	2,701,321	2,815,724	2,815,724	2,815,724
96 SALARIES	627,758	627,042	691,820	692,700	692,700	692,700 *
97 EXPENSES	1,569,150	1,568,779	1,545,260	1,656,515	1,656,515	1,656,515 *
98 CAPITAL	6,000	-	8,000	-	-	-
99 DEBT	597,431	578,737	456,241	466,509	466,509	466,509 *

* Line 96 Fund \$692,700 from WATER REVENUE
 * Line 97 Fund \$1,656,515 from WATER REVENUE
 * Line 99 Fund \$466,509 from WATER REVENUE

The Water Department employs 1 superintendent, 1 technician and 5 full-time operators and mechanics. It's administrative element accounts for 1/2 of the salaries of the Public Works Director, Town Engineer and DPW clerical support staff.

HILLVIEW COUNTRY CLUB	1,746,608	1,722,844	1,595,964	1,661,988	1,755,711	1,755,711
100 SALARIES	25,000	21,738	25,000	25,000	25,000	25,000 *
101 EXPENSES	859,000	817,803	826,000	878,500	878,500	878,500 *
102 IN LIEU of TAX PAYMENT	110,000	103,156	115,000	115,000	115,000	115,000 *
103 L.U.C. EXPENSES	-	-	-	-	-	-
104 CAPITAL	50,000	49,933	50,000	160,000	160,000	160,000 *
105 DEBT	702,608	730,214	579,964	483,488	577,211	577,211 *

*Line 100 Fund \$25,000 from HILLVIEW REVENUE
 *Line 101 Fund \$878,500 from HILLVIEW REVENUE
 *Line 102 Fund \$115,000 from HILLVIEW REVENUE
 *Line 104 Fund \$160,000 from HILLVIEW REVENUE
 *Line 105 Fund \$577,211 from HILLVIEW REVENUE

S U M M A R Y						
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GENERAL GOVERNMENT	18,540,480	18,653,270	19,468,523	20,142,409	18,976,960	18,976,960
EDUCATION	21,068,107	21,067,445	22,827,980	23,706,646	22,917,299	22,917,299
DEBT SERVICE	4,408,227	4,263,127	4,278,796	4,238,718	4,238,718	4,238,718
ENTERPRISES	4,546,947	4,497,401	4,297,285	4,477,712	4,571,435	4,571,435
TOTAL BUDGET	48,563,761	48,481,244	50,872,584	52,565,485	50,704,412	50,704,412

THIS SPACE for NOTES