



Memorandum

To: Finance Committee

From: William Chenard, Deputy Town Administrator - Operations

Date: 10/3/2017

Re: Fall Town Meeting Article 1

The memo will serve as an overview of the administration's recommendation for omnibus budget for FY 2018. The FY 2018 omnibus budget was voted under article 7 of the Spring Annual Town Meeting.

We are proposing the following changes:

- Police Salaries - add \$63,787 - to meet our contract obligations with New England Police Benevolent Association, Inc. Local 182 for the Dispatchers
- Fire Salaries - add \$446,608 - to meet our contract obligations with International Association of Firefighters, AFL-CIO Local 1707 and the Deputy Fire Chiefs' Association.
- Public Works Salaries - add \$34,699 - to meet our contract obligations with Supervisors' and Administrators' Association.
- Board of Selectmen Salaries – add \$30,000. This funding will be used to create a new position to support the Prevention and Outreach Program. The position is a full time position. This funding is one half year.
- Board of Selectmen Other Charges and Expenses – add \$14,150. This funding will be used to support the Prevention and Outreach Program.
- Board of Selectmen Other Charges and Expenses – add \$5,000. This funding is the cost imposed by the Department of Conservation and Recreation for the use of Camp Arrowhead.
- Board of Selectmen Recruitment – add \$25,000. These funds are to be used to supplement the cost of recruiting a new Town Administrator.
- Board of Selectmen Contract Settlements – reduce the line item by \$670,347. These funds are being added to the department salary budgets as part of the article.
- Sealer of Weights and Measures Salaries – add \$8448. This position has not had a salary change since 2011. The hours were reduced several years ago from 65 to 55.8. These funds will increase the salary and restore the monthly hours to 65.

- Community and Economic Development Expenses – add \$30,000 - for services related to the right of way for the Route 27/North Main Street construction project.
- Finance Committee Expenses – add \$20,000 – for meeting minute support. The funds will improve the sub-committee process and the efficiency of the committee.
- Employee Fringe Other Personnel Services – add \$50,851. The budget detail below details the request.

Budget Detail:

	2015 Actual	2016 Actual	2017 Actual	FY 2018 SATM Appropriated	FY 2018 FATM Request	FY 2018 Total
Worker's Compensation	\$ 471,640	\$ 536,913	\$ 671,051	\$ 584,217	\$ 55,000	\$ 639,217
Unemployment Payments	\$ 189,799	\$ 69,008	\$ 94,120	\$ 65,000		\$ 65,000
Medicare (Payroll)	\$ 969,734	\$ 918,178	\$ 1,022,178	\$ 1,126,514	\$ -	\$ 1,126,514
DOT Testing	\$ 5,825	\$ 7,500	\$ 10,000	\$ 12,500	\$ -	\$ 12,500
Insurance Group Health & Life	\$ 12,995,926	\$ 13,524,284	\$ 11,775,303	\$ 13,126,906	\$ -	\$ 13,126,906
Public Safety C41 S111F Medical	\$ 147,110	\$ 139,714	\$ 122,074	\$ 151,549	\$ (11,549)	\$ 140,000
LIUNA/Mass Laborers' Pension	\$ 238,235	\$ 239,339	\$ 262,096	\$ 388,550	\$ -	\$ 388,550
Employee Benefits Reserve	\$ 1,000	\$ 5,918	\$ -	\$ 50,000	\$ -	\$ 50,000
Long-Term Disability	\$ 16,706	\$ 19,852	\$ 20,574	\$ 20,000	\$ 2,400	\$ 22,400
-- Retirement Buy-out Program --						
Salaries Sick/Vacation Buy-Back	\$ 151,301	\$ 168,246	\$ 170,910	\$ 165,000	\$ 5,000	\$ 170,000
Other Personnel Services	\$ 15,187,276	\$ 15,628,951	\$ 14,148,306	\$ 15,690,236	\$ 50,851	\$ 15,741,087
Merit/Performance Raises	\$ 22,250	\$ 135,850	\$ 130,850	\$ 143,935	\$ -	\$ 143,935
Performance Plan	\$ 22,250	\$ 135,850	\$ 130,850	\$ 143,935	\$ -	\$ 143,935
Total Employee Fringe	\$ 15,209,526	\$ 15,764,801	\$ 14,279,156	\$ 15,834,171	\$ 50,851	\$ 15,885,022

- Shared Expenses Contributory Retirement – add \$4,815 – to match the PERAC funding schedule.
- Shared Expenses Facilities Management Salaries – add \$125,253 to meet our contract obligations with The Massachusetts Laborers' District Council Maintenance and Custodians Local #1116 of the Laborers' International Union, AFL-CIO COVERING Facility Management Employees

I will be in attendance at your scheduled meeting for discussion and questions.

Enclosure(s):

Article 1 Motion

General Fund Appropriation Summary

MOTION (Require majority vote)

“Move that the Town vote to increase the appropriation voted by the 2017 Spring Annual Town Meeting under article 7 by the sum of \$188,264, said sum to be distributed as follows:

- To supplement the Public Safety budget as voted under Article 7 – Motion B1 of the 2017 Spring Annual Town Meeting by adding \$63,787 to Police Salaries.
- To supplement the Public Safety budget as voted under Article 7 – Motion B2 of the 2017 Spring Annual Town Meeting by adding \$446,608 to Fire Salaries.
- To supplement the Public Works budget as voted under Article 7 – Motion C of the 2017 Spring Annual Town Meeting by adding \$34,699 to salaries.
- To reduce the Administrative Support Services budget as voted under Article 7 – Motion E of the 2017 Spring Annual Town Meeting by \$587,749 (reducing the Contract Settlements line item by \$670,347, by adding \$30,000 to Selectmen Salaries for the salary of the Prevention and Outreach Program Staff, by adding \$14,150 to the Selectmen Expenses (for Prevention and Outreach Program expenses), by adding \$5,000 to the Selectmen Other Charges and Expenses (for the fee required by the Department of Conservation and Recreation (DCR) for the use of Camp Arrowhead, by adding \$8,448 to the Sealer of Weights and Measures Salaries, and by adding \$30,000 to the Community Services Expenses (for services related to the right of way for the Route 27/North Main Street construction project) .
- To supplement the Finance Committee budget as voted under Article 7 – Motion F of the 2017 Spring Annual Town Meeting by adding \$20,000 to expenses (for services related to taking and preparation of the meeting minutes).
- To supplement the Shared Services budget as voted under Article 7 – Motion G of the 2017 Spring Annual Town Meeting by adding \$180,919 (\$50,851 for Employ Fringe Other Professional Services, \$4,815 for Contributory Retirement, and \$125, 253 Facilities Management Salaries).”

The above Total Budget be raised from following sources:

Tax Levy of Fiscal Year 2018

\$188,264

General Fund Appropriation Summary

10/3/2017

	FY 2018 SATM Appropriated	FY 2018 FATM Proposed	FY 2018 Total
Section III - Education & Learning			
Natick Public Schools	\$ 61,250,150		\$ 61,250,150
Keefe Tech	\$ 1,427,911		\$ 1,427,911
Morse Institute Library	\$ 2,215,285		\$ 2,215,285
Bacon Free Library	\$ 172,433		\$ 172,433
Total Education & Learning	\$ 65,065,779		\$ 65,065,779
Section IV - Public Safety			
Emergency Management			
Expenses	\$ 35,600	\$ -	\$ 35,600
Total Emergency Management	\$ 35,600	\$ -	\$ 35,600
Parking Enforcement			
Salaries	\$ 54,560	\$ -	\$ 54,560
Expenses	\$ 85,808	\$ -	\$ 85,808
Total Parking Enforcement	\$ 140,368	\$ -	\$ 140,368
Police			
Salaries	\$ 6,392,624	\$ 63,787	\$ 6,456,411
Expenses	\$ 238,513		\$ 238,513
Other Chgs. & Expenses	\$ 7,500		\$ 7,500
Total Police	\$ 6,638,637	\$ 63,787	\$ 6,702,424
Fire			
Salaries	\$ 7,872,542	\$ 446,608	\$ 8,319,150
Expenses	\$ 238,450		\$ 238,450
Total Fire	\$ 8,110,992	\$ 446,608	\$ 8,557,600
Total Public Safety	14,925,597	510,395	15,435,992
Section V - Public Works			
Salaries	\$ 3,651,661	\$ 34,699	\$ 3,686,360
Expenses	\$ 2,057,500		\$ 2,057,500
Municipal Energy	\$ 1,479,112		\$ 1,479,112
Snow & Ice	\$ 550,000		\$ 550,000
Total Public Works	\$ 7,738,273	\$ 34,699	\$ 7,772,972
Section VI - Community & Health Services			
Community Services			
Salaries	\$ 1,305,013		\$ 1,305,013
Expenses	\$ 493,482		\$ 493,482
Total Community Services	\$ 1,798,495		\$ 1,798,495
Board of Health			
Salaries	\$ 481,783		\$ 481,783
Expenses	\$ 37,050		\$ 37,050
Other Changes & Expenditures	\$ 15,000		\$ 15,000
Total Board of Health	\$ 533,833		\$ 533,833
Total Community & Health Services	\$ 2,332,328		\$ 2,332,328

Section VII - Administrative Support Services

Board of Selectmen			
Salaries	\$ 1,053,599	\$ 30,000	\$ 1,083,599
Expenses	\$ 266,450	\$ 14,150	\$ 280,600
Other Charges & Expenditures	\$ 93,000	\$ 5,000	\$ 98,000
Contract Settlements	\$ 1,973,765	\$ (670,347)	\$ 1,303,418
Recruitment	\$ 25,000	\$ 25,000	\$ 50,000
Total Board of Selectmen	\$ 3,411,814	\$ (596,197)	\$ 2,815,617
Personnel Board			
Other Charges & Expenditures	\$ 1,000		\$ 1,000
Total Personnel Board	\$ 1,000		\$ 1,000
Town Report			
Professional Services	\$ 4,100		\$ 4,100
Total Town Report	\$ 4,100		\$ 4,100
Legal			
Expenses	\$ 334,600		\$ 334,600
Other Charges & Expenditures	\$ 7,500		\$ 7,500
Total Legal Services	\$ 342,100		\$ 342,100
Finance			
Salaries	\$ 1,129,308		\$ 1,129,308
Expenses	\$ 343,600		\$ 343,600
Other Charges & Expenditures	\$ 75,000		\$ 75,000
Total Finance	\$ 1,547,908		\$ 1,547,908
Information Technology			
Salaries	\$ 341,014		\$ 341,014
Expenses	\$ 571,550		\$ 571,550
Other Chgs. & Expenditures	\$ 332,000		\$ 332,000
Total Information Technology	\$ 1,244,564		\$ 1,244,564
Town Clerk			
Salaries	\$ 254,677		\$ 254,677
Expenses	\$ 50,400		\$ 50,400
Total Town Clerk	\$ 305,077		\$ 305,077
Elections			
Salaries (Registrars)	\$ 22,906		\$ 22,906
Expenses (Registrars)	\$ 45,800		\$ 45,800
Total Elections	\$ 68,706		\$ 68,706
Sealer of Weights & Measures			
Salaries	\$ 14,952	\$ 8,448	\$ 23,400
Expenses	\$ 890		\$ 890
Total Sealer Weights/Meas.	\$ 15,842	\$ 8,448	\$ 24,290
Community & Economic Development			
Salaries	\$ 852,345		\$ 852,345
Expenses	\$ 32,350	\$ 30,000	\$ 62,350
Total Community & Economic Development	\$ 884,695	\$ 30,000	\$ 914,695
Total Admin. Support Services	\$ 7,825,806	\$ (557,749)	\$ 7,268,057

Section VIII - Commissions & Committees

Finance Committee			
Expenses	\$ 17,800	\$ 20,000	\$ 37,800
Total Finance Committee	\$ 17,800	\$ 20,000	\$ 37,800
Commission on Disability			
Expenses	\$ 750		\$ 750
Total Commission on Disability	\$ 750		\$ 750
Natick Cultural Council			
Expenses	\$ 700		\$ 700
Total Natick Cultural Council	\$ 700		\$ 700
Historical Commission			
Expenses	\$ 750		\$ 750
Total Historical Commission	\$ 750		\$ 750
Historic District Commission			
Expenses	\$ 550		\$ 550
Total Historic District Comm.	\$ 550		\$ 550

Total Section VIII: Comm.	\$ 20,550	\$ 20,000	\$ 40,550
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Section IX - Shared Expenses (Unclassified)

Employee Fringe			
Other Personnel Services	\$ 15,690,236	\$ 50,851	\$ 15,741,087
Performance	\$ 143,935		\$ 143,935
Total Employee Fringe	\$ 15,834,171	\$ 50,851	\$ 15,885,022
Property & Liability Insurance			
Purchased Services	\$ 707,680		\$ 707,680
Total Prop. & Liab. Insurance	\$ 707,680		\$ 707,680
Contributory Retirement			
Pension Assessment	\$ 8,763,143	\$ 4,815	\$ 8,767,958
Total Contributory Retirement	\$ 8,763,143	\$ 4,815	\$ 8,767,958
Non-Contributory Retirement			
Pensions	\$ 22,233		\$ 22,233
Total Non-Contributory Retire.	\$ 22,233		\$ 22,233
Debt Service			
Leased Equipment	\$ 149,203		\$ 149,203
Leased Land	\$ 3,900		\$ 3,900
Principal	\$ 8,446,861		\$ 8,446,861
Interest	\$ 3,044,991		\$ 3,044,991
Total Debt Service	\$ 11,644,955		\$ 11,644,955
Reserve Fund			
Other Charges	\$ 250,000		\$ 250,000
Total Reserve Fund	\$ 250,000		\$ 250,000

Facilities Management			
Salaries	\$ 2,524,801	\$ 125,253	\$ 2,650,054
Expenses	\$ 588,320		\$ 588,320
Total Facilities Management	\$ 3,113,121	\$ 125,253	\$ 3,238,374
Total Shared Expenses	\$ 40,335,303	\$ 180,919	\$ 40,516,222
Total General Fund Operations	\$ 138,243,636	\$ 188,264	\$ 138,431,900