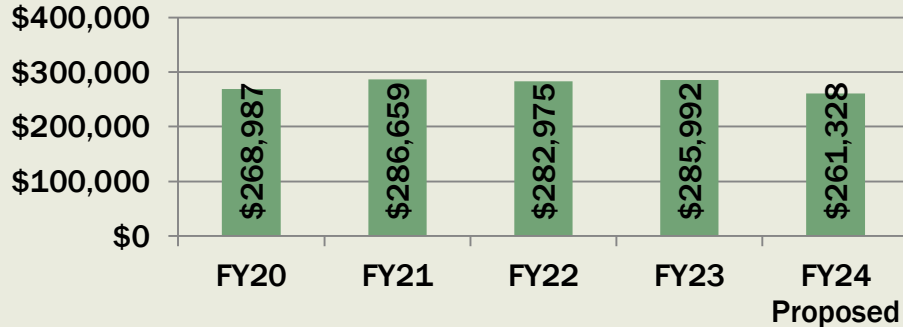


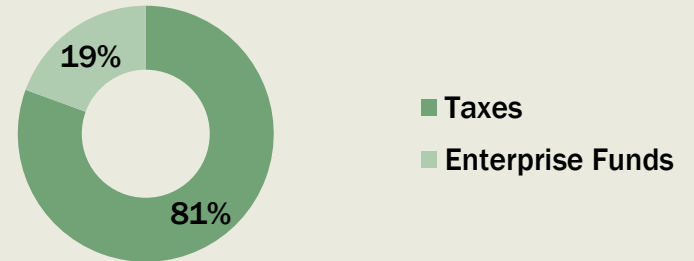
# 2023-170 TOWN COUNCIL BUDGET

Expenditure Category	Approved 2023	Proposed 2024	\$ Change	% Change
Personnel	\$258,570	\$233,906	(\$24,664)	(9.5%)
Operating Expenses	27,422	27,422	-	0.0%
<b>Total</b>	<b>\$285,992</b>	<b>\$261,328</b>	<b>(\$24,664)</b>	<b>(8.6%)</b>

## Budget History



## Source of Funding



# 2023-170 TOWN COUNCIL BUDGET

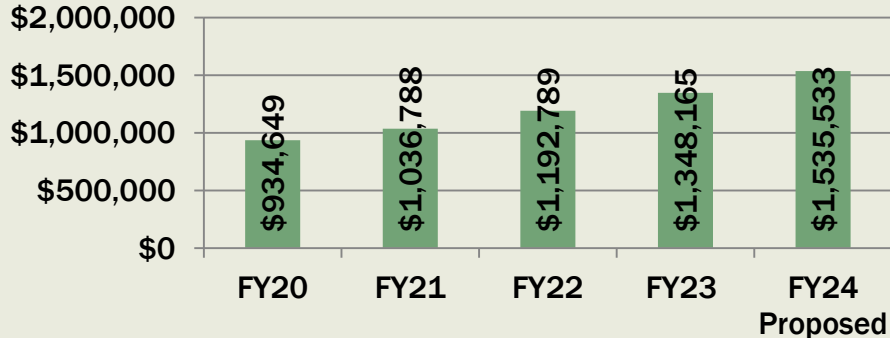
<b>Budget Reconciliation</b>	<b>Personnel</b>	<b>Operating</b>	<b>Totals</b>	<b>FTE</b>
FY 2023 Approved Budget	\$258,570	\$27,422	\$285,992	1.40
<b>FY 2024 Budget Changes</b>				
Contractual obligations; net of turnover	531		531	
Eliminate Administrative Assistant	(25,195)	-	(25,195)	(0.40)
FY 2024 Proposed Budget	\$233,906	\$27,422	\$261,328	1.00

**ORDERED:** That the sum of \$261,328 be appropriated for the purpose of funding the Town's Fiscal Year 2024 Town Council Budget and to meet such appropriation, that \$261,328 be raised from current year revenue, as presented to the Town Council by the Town Manager.

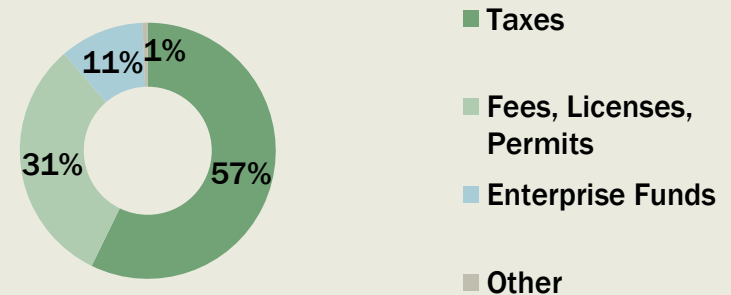
# 2023-171 TOWN MANAGER BUDGET

Expenditure Category	Approved 2023	Proposed 2024	\$ Change	% Change
Personnel	\$1,220,053	\$1,407,421	\$187,368	15.4%
Operating Expenses	128,112	128,112	-	0.0%
<b>Total</b>	<b>\$1,348,165</b>	<b>\$1,535,533</b>	<b>\$187,368</b>	<b>13.9%</b>

## Budget History



## Source of Funding



# 2023-171 TOWN MANAGER BUDGET

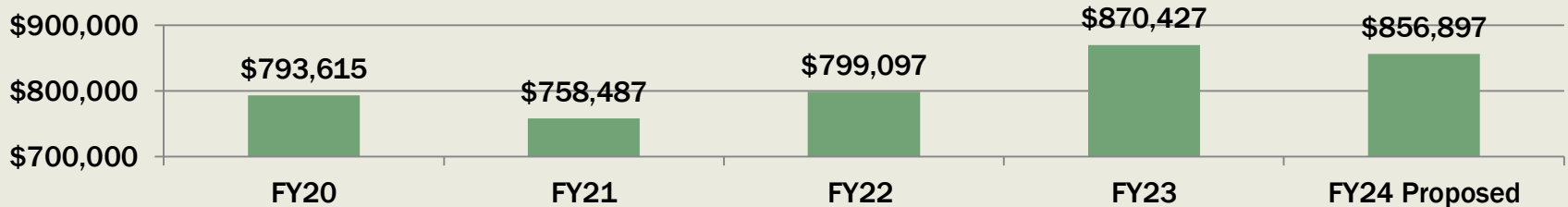
Budget Reconciliation	Personnel	Operating	Totals	FTE
FY 2023 Approved Budget	\$1,220,053	\$128,112	\$1,348,165	13.10
FY 2024 Budget Changes				
Contractual obligations; net of turnover & reallocations	83,036		83,036	(0.20)
Add DEI Director	80,000		80,000	1.00
Add Assistant Safety Officer	76,174		76,174	1.00
Eliminate Administrative Assistant	(51,842)		(51,842)	(1.00)
FY 2024 Proposed Budget	\$1,407,421	\$128,112	\$1,535,533	13.90

**ORDERED:** That the sum of **\$1,535,533** be appropriated for the purpose of funding the Town's Fiscal Year 2024 Town Manager Budget and to meet such appropriation, that **\$1,535,533** be raised from current year revenue, as presented to the Town Council by the Town Manager.

# 2023-172 PEG ENTERPRISE FUND

Expenditure Category	Approved 2023	Proposed 2024	\$ Change	% Change
Personnel	\$502,887	\$535,852	\$32,965	6.6%
Benefits	26,824	33,267	6,443	24.0%
Operating Expenses	186,871	154,738	(32,133)	(17.2%)
Capital Outlay	153,845	133,040	(20,805)	(13.5%)
Total	\$870,427	\$856,897	(\$13,530)	(1.6%)

## Budget History



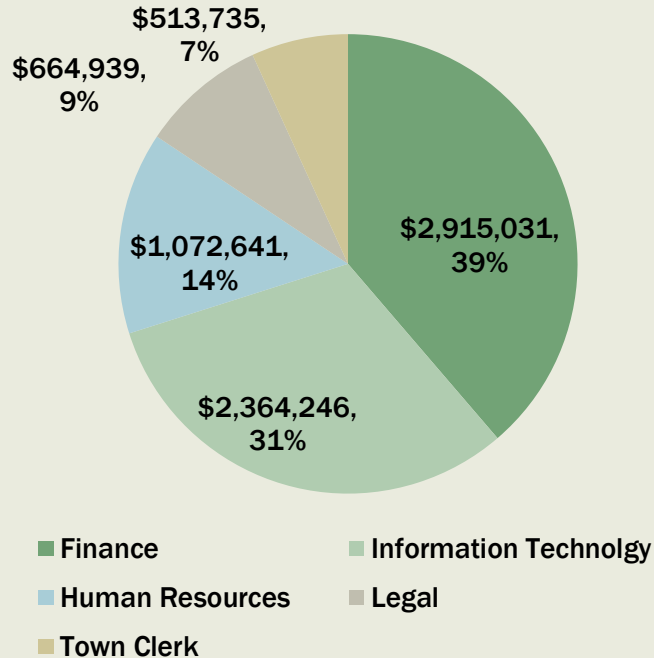
# 2023-172 PEG ENTERPRISE FUND

Budget Reconciliation – Direct Operating Expenses	Personnel	Operating	Capital Outlay	Totals	FTE
<b>FY 2023 Approved Budget</b>	<b>\$529,711</b>	<b>\$186,871</b>	<b>\$153,845</b>	<b>\$870,427</b>	<b>7.40</b>
<b>FY 2024 Budget Changes</b>					
Contractual obligations; net of turnover & reallocations	39,408			39,408	.20
Reduction in operating expenses		(32,133)		(32,133)	
Reduction in capital outlay			(20,805)	(20,805)	
<b>FY 2024 Proposed Budget</b>	<b>\$569,119</b>	<b>\$154,738</b>	<b>\$133,040</b>	<b>\$856,897</b>	<b>7.60</b>

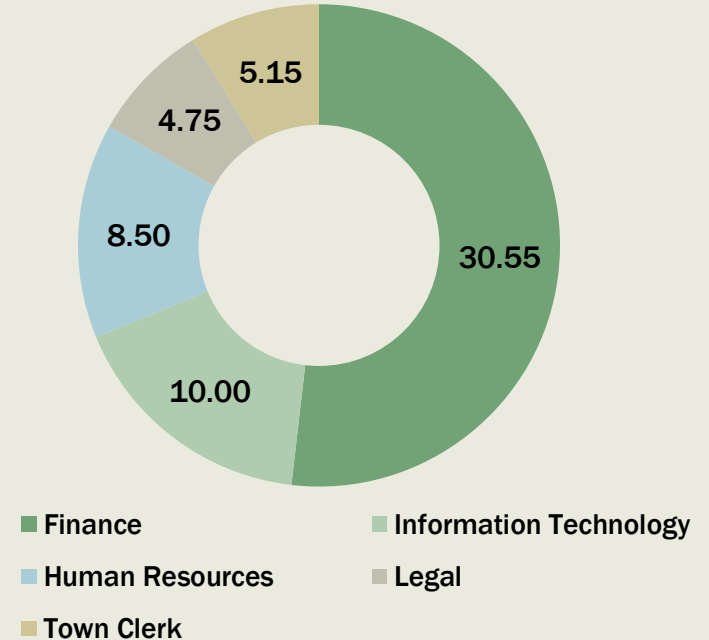
**ORDERED:** That the sum of \$856,897 be appropriated for the purpose of funding the Town’s Fiscal Year 2024 Public, Education & Government (PEG) Access Channels Enterprise Fund Budget, and to meet such appropriation, that \$856,897 be raised from the PEG Enterprise Fund Revenues, as presented to the Town Council by the Town Manager.

# ADMINISTRATIVE SERVICES DEPARTMENT

## FY24 Proposed Budget



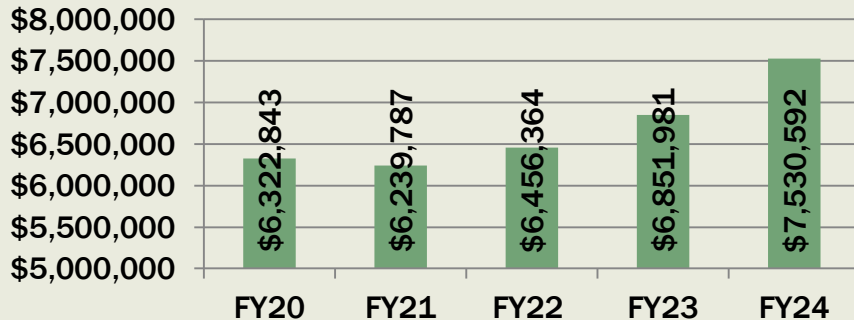
## Full-time Equivalents



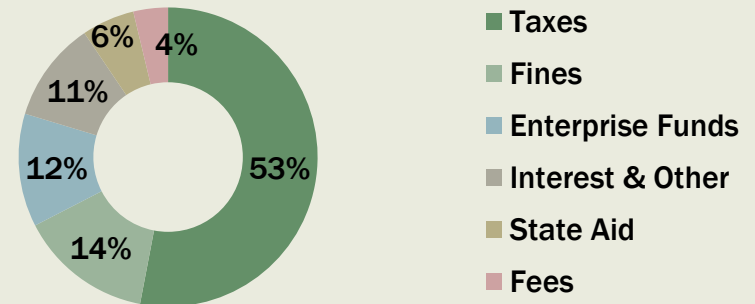
# 2023-173 ADMINISTRATIVE SERVICES DEPARTMENT BUDGET

Expenditure Category	Approved 2023	Proposed 2022	\$ Change	% Change
Personnel	\$4,959,708	\$5,332,700	\$372,992	7.5%
Operating Expenses	1,787,273	2,092,892	305,619	17.1%
Capital Outlay	105,000	105,000	-	0.0%
<b>Total</b>	<b>\$6,851,981</b>	<b>\$7,530,592</b>	<b>\$678,611</b>	<b>9.9%</b>

**Budget History**



**Source of Funding**





# 2023-173 ADMINISTRATIVE SERVICES DEPARTMENT BUDGET

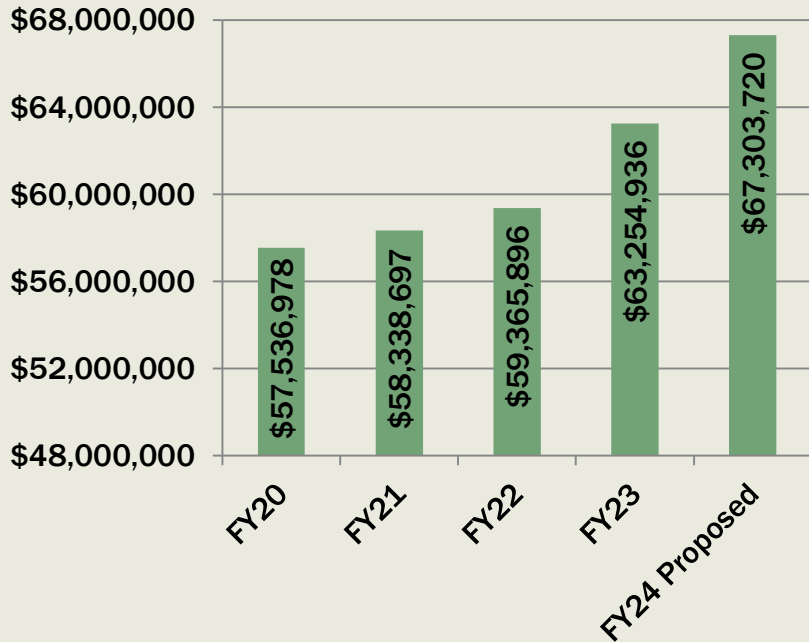
Budget Reconciliation	Personnel	Operating	Capital Outlay	Totals	FTE
FY 2023 Approved Budget	\$4,959,708	\$1,787,273	\$105,000	\$6,851,981	57.40
FY 2024 Budget Changes					
Contractual obligations; net of turnover & reallocations	267,229			267,229	0.40
Assistant Town Attorney	90,658			90,658	0.75
Eliminate Legal Assistant	(44,946)			(44,946)	(0.60)
Microcomputer Specialist (currently ARPA funded)	60,051			60,051	1.00
Applicant Tracking / Recruitment Software		25,000		25,000	
Debt Service Management Software (currently ARPA funded)		9,850		9,850	
Information Technology Managed Services (currently ARPA funded)		133,224		133,224	
Software and Mobile Licenses		67,745		67,745	
Information Technology Security Enhancements (FY24 increase to base)		56,300		56,300	
Nearmap Software		13,500		13,500	
<b>Total</b>	<b>\$5,332,700</b>	<b>\$2,092,892</b>	<b>\$105,000</b>	<b>\$7,530,592</b>	<b>58.95</b>

# 2023-174 TOWN COUNCIL RESERVE FUND

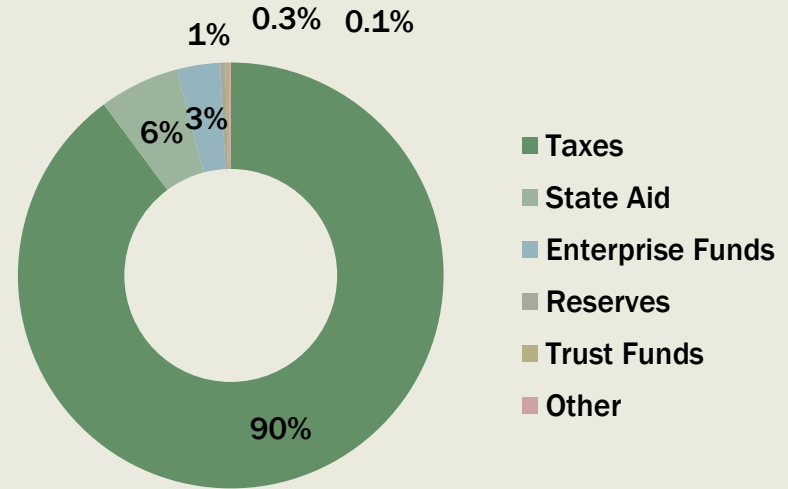
- Chapter 40 §5A of the General Laws allows for the establishment;
- Fund may not exceed 5 percent of the tax levy, currently \$7.25 million;
- No direct drafts against this fund shall be made – Council must approve the transfer;
- Allows the town to respond faster to situations on a smaller scale;
- Any remaining funds at the end of the fiscal year are closed to the General Fund reserves;
- The FY23 reserve has not been accessed to date.

# OTHER REQUIREMENTS BUDGET

## Budget History



## Source of Funding

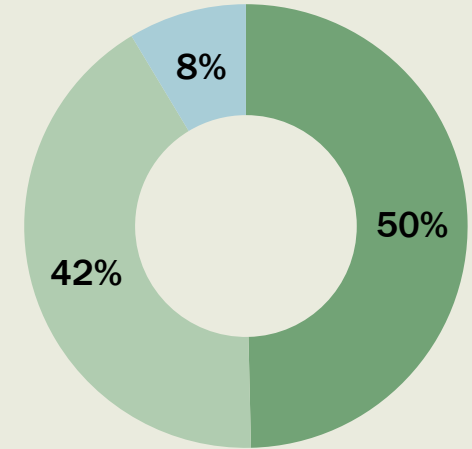


# OTHER REQUIREMENTS BUDGET

<b>Expenditure Category</b>	<b>Approved 2023</b>	<b>Proposed 2024</b>	<b>\$ Change</b>	<b>% Change</b>
Employee Benefits	\$27,806,282	\$29,787,341	\$1,981,059	7.1%
Transfer to Capital Trust Fund	5,270,682	7,870,803	2,600,121	49.3%
Debt Service	6,798,286	7,249,889	451,603	6.6%
School Assessments	13,001,486	12,662,661	(338,825)	(2.6%)
State & County Assessments	2,493,261	2,577,839	84,578	3.4%
Property & Liability Insurance	2,500,000	2,600,000	100,000	4.0%
Library Grants	2,035,660	2,106,908	71,248	3.5%
Enterprise Fund Support	1,421,458	1,436,994	15,536	1.1%
Snow & Ice Deficit	934,821	-	(934,821)	(100.0%)
Veterans' Benefits & Assessment	430,000	400,000	(30,000)	(7.0%)
Town Council Reserve Fund	250,000	250,000	-	0.00%
Celebrations	134,000	182,285	48,285	36.0%
Tourism Grant	127,000	127,000	-	0.00%
Lombard Trust Lease	52,000	52,000	-	0.00%
<b>Totals</b>	<b>\$63,254,936</b>	<b>\$67,303,720</b>	<b>\$4,048,784</b>	<b>6.4%</b>

# EMPLOYEE BENEFITS

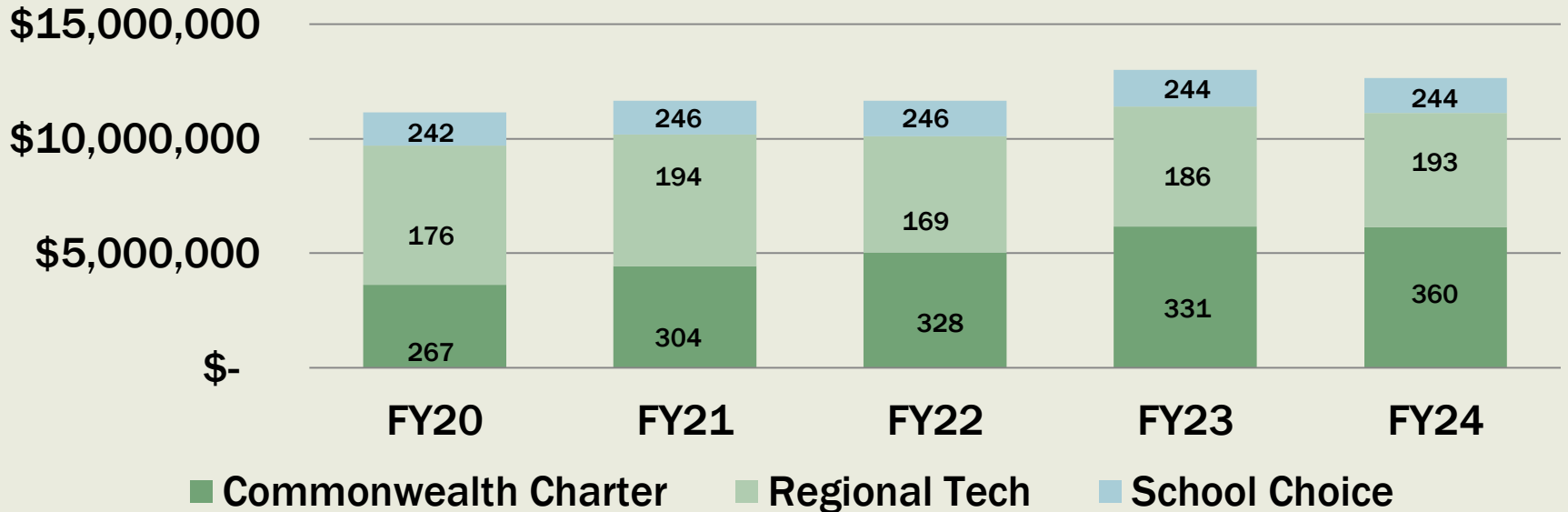
Employee Benefit	Approved 2023	Proposed 2024	\$ Change	% Change
County Retirement	\$11,287,644	\$12,430,911	\$1,143,267	10.1%
Health Ins. for Active Employees	8,000,000	8,146,474	146,474	1.8%
Health Ins. For Retirees	5,297,932	5,888,445	590,513	11.6%
WC & Unemployment	1,200,000	1,200,000	-	0.0%
Medicare & Life Ins.	1,320,706	1,371,511	50,815	6.9%
OPEB Contribution	700,000	750,000	50,000	7.1%
<b>Total Employee Benefits</b>	<b>\$27,806,282</b>	<b>\$29,787,341</b>	<b>\$1,981,341</b>	<b>2.5%</b>



■ Health Insurance ■ Retirement ■ Other

# SCHOOL ASSESSMENTS

## Costs and Enrollments



# 2023-175 OTHER REQUIREMENTS APPROPRIATION

Expenditure Category	Proposed Budget 2024	Assessment on Cherry Sheet	Included In Other Appropriations	Net Appropriation
Employee Benefits	\$29,787,341	(\$3,603,445)		\$26,183,896
School Assessments	12,662,661	(7,681,969)		4,980,692
Transfer to Capital Trust Fund	7,870,803			7,870,803
Debt Service	7,249,889			7,249,889
Property & Liability Insurance	2,600,000			2,600,000
Library Grants	2,106,908			2,106,908
State & County Assessments	2,577,839	(2,561,069)		16,770
Veterans' Benefits & Assessment	400,000			400,000
Celebrations	182,285			182,285
Tourism Grant	127,000			127,000
Lombard Trust Lease	52,000			52,000
Enterprise Fund Support	1,436,994		(1,436,994)	-
Town Council Reserve Fund	250,000		(250,000)	-
<b>Totals</b>	<b>\$67,303,720</b>	<b>(\$13,846,483)</b>	<b>(\$1,686,994)</b>	<b>\$51,770,243</b>

# 2023-176 COMMUNITY PRESERVATION FUND BUDGET

Description	Amount
Total Estimated FY 2024 Revenue	\$5,033,896
Reserve for Open Space & Recreation (10%)	(503,390)
Reserve for Historic Preservation (10%)	(503,390)
Reserve for Community Housing (10%)	(503,390)
Landbank Debt Service	(306,270)
CPC Administration Budget	(200,000)
Balance – FY 2024 Budget Reserve	\$3,017,456



# 2023-177 COMMUNITY PRESERVATION FUND DEBT AMORTIZATION SCHEDULE

	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Land Acquisition - Bone Hill	\$9,720	\$9,360	\$ -	\$ -	\$ -	\$ -	\$ -
2005 Land Acquisition	4,320	4,160	-	-	-	-	-
Land Acquisition - Hyannis Golf	266,700	255,320	-	-	-	-	-
Land Acquisition - Archibald	25,530	24,610	23,690	-	-	-	-
Town Hall Renovations	72,525	70,350	67,650	65,450	62,725	60,500	57,750
Total	\$378,795	\$363,800	\$91,340	\$65,450	\$62,725	\$60,500	\$57,750