

**APPROPRIATIONS - 3.7.2024**

ORG	OBJECT	ACCOUNT / DESCRIPTION	ACTUAL 2021	ACTUAL 2022	ACTUAL 2023	BUDGET 2024	6 MONTHS 2024	PROPOSED 2025	% CHANGE	\$ CHANGE	
<b>Treasurer</b>											
Personnel	11145	51100	TREASURER/COLLECTOR SALARY	90,361	91,638	103,018	107,183	48,979	110,409	3.01%	3,226
Personnel	11145	51120	CLERICAL SALARIES	185,272	185,782	202,434	211,298	96,547	218,489	3.40%	7,191
Personnel	11145	51410	LONGEVITY PAY	650	850	850	850	850	1,050	23.53%	200
Personnel	11145	51970	STIPEND	1,000	1,000	1,000	1,000	1,000	1,000	0.00%	0
<b>Personnel Services</b>			<b>277,283</b>	<b>279,270</b>	<b>307,301</b>	<b>320,331</b>	<b>147,376</b>	<b>330,948</b>	<b>3.31%</b>	<b>10,617</b>	
Expense	11145	52800	CONTRACTUAL SERVICES	0	0	10,000	10,000	1,088	10,000	0.00%	0
Expense	11145	53040	COMPUTER SERVICES	7,484	7,271	9,669	11,614	5,001	23,614	103.32%	12,000
Expense	11145	53090	ADVERTISING	140	599	673	1,000	950	1,200	20.00%	200
Expense	11145	53110	PRINTING	4,339	3,398	10,372	26,022	1,295	30,109	15.71%	4,087
Expense	11145	53160	BANKING SERVICES	5,534	5,804	4,449	4,100	221	4,600	12.20%	500
Expense	11145	54290	OFFICE SUPPLIES	0	228	1,088	300	288	500	66.67%	200
Expense	11145	57110	TRAVEL/MILEAGE	122	65	334	1,053	296	1,059	0.57%	6
Expense	11145	57310	DUES	140	140	205	205	205	205	0.00%	0
Expense	11145	57340	MEETINGS	160	40	285	940	974	973	3.51%	33
Expense	11145	57810	UNCLASSIFIED	525	1,260	0	2,100	0	2,100	0.00%	0
<b>Expenses</b>			<b>18,445</b>	<b>18,805</b>	<b>27,076</b>	<b>57,334</b>	<b>10,317</b>	<b>74,360</b>	<b>29.70%</b>	<b>17,026</b>	
<b>Total</b>	<b>SUB</b>	<b>TOTAL</b>	<b>295,728</b>	<b>298,075</b>	<b>334,377</b>	<b>377,665</b>	<b>157,693</b>	<b>405,308</b>	<b>7.32%</b>	<b>27,643</b>	

**OVERALL GEN FUND 79,637,159 0.51%**  
**OVERALL TOWN BUDGET 27,852,340 1.46%**

# Treasurer/Collector

## FY 2025 DETAILED SALARY

	<u>FY2025 Budget</u>
<b><u>Salary</u></b>	
Lisa Troast (10/4/2021) Grade 7	\$ 110,409.00
<b><u>Line # 51100 Salaries Full Time</u></b>	<b><u>\$ 110,409.00</u></b>
<b><u>Wages</u></b>	
Kristi Beulac (8/22/16) Grade 5	\$ 85,983.84
Marijane Pescaro (3/22/00) Grade 3	\$ 70,135.92
Ashley Snell (11/5/2019) Grade 2	\$ 62,368.56
Rounding	\$ 0.56
Temporary Support Services	
<b><u>Line # 51120 Wages-Full Time-Permanent</u></b>	<b><u>\$ 218,488.88</u></b>
<b><u>Longevity Pay</u></b>	
Lisa Troast	\$ -
Kristi Beulac (8/22/16) Grade 5	\$ 200.00
Marijane Pescaro	\$ 650.00
Ashley Snell	\$ 200.00
<b><u>Line # 51410 Longevity Pay</u></b>	<b><u>\$ 1,050.00</u></b>
<b><u>Treasurer/Collector Stipend</u></b>	
Lisa Troast	\$ 1,000.00
<b><u>Line #51970 Treasurer/Collector Stipend</u></b>	<b><u>\$ 1,000.00</u></b>
<b>* Salary Totals *</b>	<b><u>\$ 330,947.88</u></b>

**Treasurer/Collector  
FY 2025 Detailed Expense Budget**

**FY 2025**

FY24 Budget

**Line # 52800 Contractual Services**

Formerly Xerox / Temporary Assistance Louison, Costello, and Condon - Tax Title Atty Legal fees, with Land Court estimated costs \$3k/foreclosure				
<b>Total Contractual Services</b>	10000		<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>

**Line # 53040 Computer Services**

Harper's Payroll Service (One Year)	FY24 BUDGE	per piece		
Time & Attendance software per EE/per month	N/A	3.25	11,700.00	
Time & Attendance email reports	N/A	15.00	180.00	
Time & Attendance implementation (one time fee)	N/A	750.00	750.00	
5408 Payroll Check Processing (208 checks/26 payrol	\$ 5,105.10	1.05	5,678.40	
6240 Dir Dep (240 dir dep/26 Payrolls)	\$ 1,159.60	0.20	1,248.00	
Base Charge (26 Payrolls)	\$ 390.00	15.00	390.00	
5408 EE Forward - online portal	N/A	0.25	1,352.00	
10 Dir Deposit reversals	\$ -	12.00	120.00	
Tax Form Delivery fee	\$ 15.00	15.00	15.00	
299 W-2 Forms	\$ 934.50	3.50	1,046.50	
125 ACA Form 1095-C	\$ 437.50	3.50	437.50	
Mailing Fee w/Postage at .68 cents .05 handling	\$ 3,160.30	0.73	36.40	
Tax Dept Fees - Adj filings (ex. W-2C)	\$ 100.00	300.00	300.00	
Tax Service (26 Payrolls)	\$ 312.00	13.85	360.10	
<b>Total Computer Services</b>	<b>\$11,614.00</b>		<b>\$ 23,613.90</b>	<b>\$ 23,613.90</b>

**Line # 53090 Advertising**

<b>Tax Taking &amp; Abandoned Property</b>	1,000.00		<b>\$ 1,200.00</b>	<b>\$ 1,200.00</b>
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**Line # 53110 Printing**

<b>Invoice Cloud/Kelly &amp; Ryan</b>	QTY			
POSTAGE - RE, PP, Demands*	19,266	\$ 0.49	9,440.34	
Real Estate Tax Bills - Q1 & Q2 Preliminary	5,651	\$ 0.42	2,373.42	
Real Estate Tax Bills - Q3 Actual	5,651	\$ 0.42	2,373.42	
Real Estate Tax Bills - Q4 Actual	5,651	\$ 0.42	2,373.42	
Personal Property Tax Bills - Q1 & Q2 Preliminary	621	\$ 0.42	260.82	
Personal Property Tax Bills - Q3 Actual	621	\$ 0.42	260.82	
Personal Property Tax Bills - Q4 Actual	621	\$ 0.42	260.82	
RE & PP Demands	450	\$ 0.42	189.00	
Other Tax Billing Misc Expenses (IC)			440.00	
Kelly & Ryan - Parking Tickets	50	\$ 2.00	100.00	
Kelly & Ryan - MVE Bill & Demand Postage rounding	17,700	0.68	12,036.00	
<b>Total Tax Bill Printing &amp; Mailing expense</b>	<b>26,022.00</b>		<b>\$ 30,108.06</b>	<b>\$ 30,108.06</b>

Kelly & Ryan - RE Bills (3 Mailings)	16,953
Kelly & Ryan - PP Bills (3 Mailings)	1,863
Kelly & Ryan - Demands PP & RE	450
Kelly & Ryan - MV Excise Bills incl demands	17,700
<b>*Quantity of bills</b>	<b>36,966</b>

**Line # 53160 Banking Services**

Continuing Disclosure Fee			3,500.00	
Audit Confirmation Fee			450.00	
Invoice Cloud - ACH Reject Fees			400.00	
Misc. Bank Fees not included in Comp Bal			250.00	
Eastern Bank Lockbox for RE & PP			-	
<b>Total Banking Services</b>	4100		<b>\$ 4,600.00</b>	<b>\$ 4,600.00</b>

**Line # 54290 Office Supplies**

Misc. Office Supplies			500.00	
<b>Total Office Supplies</b>	300		<b>\$ 500.00</b>	<b>\$ 500.00</b>

**Line # 57110 Travel/Mileage**

Bank (3.6 miles/week)	187.2	\$ 122.62	122.62	
School Amherst (120 miles x 3 days x 1 Staff)	360	\$ 708.00	708.00	
School Amherst (120 miles x 1 days x 2 Staff)	240	\$ 158.00	158.00	
Misc meetings/trips (WCCTA)	53	\$ 70.00	70.00	
<b>Total Travel/Mileage</b>	1053		<b>\$ 1,058.62</b>	<b>\$ 1,058.62</b>

**Line # 57310 Dues**

WCCTA (\$25 Treasurer; \$15 Assistant)			55.00	
MCTA (\$50 each member)			150.00	
<b>Total Dues</b>			<b>\$ 205.00</b>	<b>\$ 205.00</b>

**Line # 57340 Meetings**

<b>MCTA Schools:</b>				
Amherst School Registration	3 Staff	95.00/ea	285.00	
MCTA meetings (2 meetings/year)	2 Staff	40.00/ea	160.00	
MCTA Lodging for Treasurer/Collector	3 Days	\$165/Day	528.00	
<b>Total Meetings</b>	940		<b>\$ 973.00</b>	<b>\$ 973.00</b>

**Line # 57810 Unclassified**

Recording Fees	20	\$ 105.00	2,100.00	
<b>Total Unclassified</b>	2100		<b>\$ 2,100.00</b>	<b>\$ 2,100.00</b>

<b>*Expense Totals*</b>			<b>\$ 74,358.58</b>	<b>\$ 74,358.58</b>
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**APPROPRIATIONS - 3.7.2024**

ORG	OBJECT	ACCOUNT / DESCRIPTION	ACTUAL 2021	ACTUAL 2022	ACTUAL 2023	BUDGET 2024	6 MONTHS 2024	PROPOSED 2025	% CHANGE	\$ CHANGE
<b>Board of Assessors</b>										
Personnel	11141	51100 PRINCIPAL ASSESSOR	72,857	87,559	97,900	103,020	47,077	106,121	3.01%	3,101
Personnel	11141	51120 CLERICAL SALARY	51,886	100,740	124,341	128,087	59,587	134,844	5.28%	6,757
Personnel	11141	51130 ASSESSORS' SALARIES	10,913	8,534	4,640	7,036	385	4,274	-39.26%	-2,762
Personnel	11141	51410 LONGEVITY PAY	500	500	650	0	0	0	#DIV/0!	0
<b>Personnel Services</b>			<b>136,156</b>	<b>197,334</b>	<b>227,532</b>	<b>238,143</b>	<b>107,049</b>	<b>245,239</b>	<b>2.98%</b>	<b>7,096</b>
Expense	11141	52800 CONTRACTUAL SERVICES	37,518	39,246	36,489	50,800	19,104	66,927	31.75%	16,127
Expense	11141	53110 PRINTING	0	163	0	320	0	320	0.00%	0
Expense	11141	54290 OFFICE SUPPLIES	707	0	172	600	0	1,000	66.67%	400
Expense	11141	57110 TRAVEL/MILEAGE	25	520	1,631	2,000	711	2,000	0.00%	0
Expense	11141	57310 DUES	286	362	225	440	134	440	0.00%	0
Expense	11141	57320 SUBSCRIPTIONS	60	1,100	1,044	1,050	1,519	6,220	492.38%	5,170
Expense	11141	57340 MEETINGS	1,479	1,214	3,139	3,000	910	3,000	0.00%	0
<b>Expenses</b>			<b>40,074</b>	<b>42,605</b>	<b>42,700</b>	<b>58,210</b>	<b>22,378</b>	<b>79,907</b>	<b>37.27%</b>	<b>21,697</b>
<b>Total</b>	<b>SUB</b>	<b>TOTAL Board of Assessors</b>	<b>176,231</b>	<b>239,939</b>	<b>270,232</b>	<b>296,353</b>	<b>129,427</b>	<b>325,146</b>	<b>9.72%</b>	<b>28,793</b>

OVERALL GEN FUND 79,637,159 0.41%  
OVERALL TOWN BUDGET 27,852,340 1.17%

FY 2021  
BUDGET/SALARY REQUESTS

LINE #	Employee	GR	ORIGINAL RATE	01/01/2024 (Merit 2%)	07/01/2024 (2% Increase)	MAX	MIN RATE	MAX RATE	FREQ./ HOURS	FY2023 BUDGET (2085 hours)	FY 2024 BUDGET (2080 hours)	FY 2025 BUDGET (2088 hours)
51120	Lee Keomaniwong (eff 1/9/2023) rounding	7	\$ 102,000.00	\$ 104,040.00	\$ 106,120.80	NO	\$ 95,757.42	\$ 124,475.96	ANNUAL	\$ 96,994.00	\$ 102,000.00	\$ 104,040.00
										\$ 96,994.00	\$ 102,000.00	\$ 106,121.00
51120	Brian Fernandes (eff 8/9/2021)	4	\$ 31.21	\$ 32.47	\$ 33.12	NO	\$ 31.10	\$ 40.43	2088	\$ 64,851.40	\$ 67,797.36	\$ 69,154.56
51120	Patty Messpelli (eff 3/14/2022) rounding	3	\$ 29.65	\$ 30.84	\$ 31.46	NO	\$ 27.77	\$ 36.10	2088	\$ 59,906.00	\$ 64,393.92	\$ 65,688.48
										\$ 71,760	\$ 0.20	\$ 0.96
										\$ 125,475.00	\$ 132,191.48	\$ 134,844.00
51130	Paul Cibelli*	E**	\$ 41.90	N/A	\$ 42.74	YES	\$ 32.88	\$ 42.74	30	\$ 1,191.32	1,282.14	1,282.14
												BOARD MEMBER
51130	Chris Reidy*	E**	\$ 41.90	N/A	\$ 42.74	YES	\$ 32.88	\$ 42.74	30	\$ 1,191.32	1,282.14	1,282.14
												BOARD MEMBER
51130	Adri Assessor hours*** rounding	GRANDFATHERED E AT MAX OF GRADE							40	\$ 5,852.36	3,846.72	1,709.60
											90hrs now 40hrs	0.12
										\$ 8,235.00	\$ 6,411.12	\$ 4,274.00
										\$ 230,644.00	\$ 240,602.60	\$ 245,239

\*Prior years had 150 hours budgeted for Board Member Assessors/Assumed Board members time would decrease under reorg, previously budgeted at 25% FTE each for 2 (1040 hours total at max of grade E)

\*\*New classification/compensation plan does not have classification for "Assessor," using grandfathered grade E from prior plan

\*\*\*An additional assessor was hired for the last half of FY2021, but not since then- Paul & Chris may work additional hours to support during ATB cases and staff transition

FY 2021 CONTRACT SERVICES

SERVICES	VENDOR	DESCRIPTION	FY2023 ADOPTED	FY2024 PROPOSED	FY2025 PROPOSED
PERSONAL PROPERTY	RRC	Inspection of 200 accts @ \$60/acct, Form	18,200	17,500.00	17,500.00
	RRC	Appraisal of 504 Public Utilities	8,000	8,000.00	8,000.00
	RRC	Support RRC valuation software	0	2,000.00	2,000.00
		<b>**RFP ISSUED FOR FY24-26**</b>			27,500.00
FISCAL YEAR 2024	Mayflower Valuation	DOR Interim valuation <b>(Assessor does analysis in-house)</b>	5850	-	-
TAX BILL/CAMA BRIDGE	RDM Consulting	PRELIM/ACTUAL TAX, 2 days	2550	2,550.00	2,550.00
DEEDS	Worcester Registry of Deeds	PLANS	50	50.00	50.00
CAMA ANNUAL LICENSING	Patriot Properties	LICENSING AND SUPPORT	5700	5,700.00	11,827.00
CAMA UPGRADE	Patriot Properties	Software Upgrade to New Version			5,000.00
APPRAISAL SERVICES	LandVest	Appraisals for ATB support	0	15,000.00	20,000.00
<b>CONTRACTUAL TOTALS</b>			<b>40,350.00</b>	<b>50,800.00</b>	<b>66,927.00</b>
					<b>\$8,200(on premises) vs \$11,827(on Cloud)</b>

FY 2021 MISC./SUPPLIES, DUES TRAVEL, TRAINING ETC

LINE #	SERVICE	VENDOR	DESCRIPTION	FY2023 ADOPTED	FY2024 PROPOSED	FY2025 PROPOSED
53090	ADVERTISING	<i>no longer advertise Public Disclosure</i>		-	-	-
53110	PRINTING			320	320	320
54290	OFFICE SUPPLIES	<i>Office Supplies</i>		1,250	600	1,000
	FIELD SUPPLIES (DISCONTINUE LINE)					
57110	TRAVEL	<i>approx 800/yr - cyclical fieldwork, meetings, continuing ed.</i>		2,000	2,000	2,000
57310	DUES	WCAA: 4 x \$35 MAAO: 4 x \$75 IAAO: 1 x \$150	140 300 0	375	440	440
57320	SUBSCRIPTIONS /PUBLICATIONS	MARSHALL & SWIFT MLS COSTAR	market data (Increased to 1,060-FY24) <i>Borrowed from BOA Member MLS for Commercial Properties see dues</i>	1,050	1,050	1,060
57330	MEMBERSHIPS					5,160
57340	MEETINGS	MAAO, IAAO, WCAA	continuing ed.	3,000	3,000	3,000
	<b>DEPARTMENT TOTAL</b>			<b>7,995</b>	<b>7,410</b>	<b>12,980</b>

**APPROPRIATIONS - 3.7.2024**

ORG	OBJECT	ACCOUNT / DESCRIPTION	ACTUAL 2021	ACTUAL 2022	ACTUAL 2023	BUDGET 2024	6 MONTHS 2024	PROPOSED 2025	% CHANGE	\$ CHANGE	
<b>Town Accountant</b>											
Personnel	11135	51100 FINANCE DIRECTOR SALARY	121,610	124,042	129,678	135,506	62,597	142,363	5.06%	6,857	
Personnel	11135	51120 ASSISTANT SALARY	62,375	63,517	68,142	68,172	31,152	182,811	168.16%	114,639	
Personnel	11135	51410 LONGEVITY PAY	550	550	550	550	550	700	27.27%	150	
<b>Personnel Services</b>			<b>184,534</b>	<b>188,109</b>	<b>198,370</b>	<b>204,228</b>	<b>94,299</b>	<b>325,874</b>	<b>59.56%</b>	<b>121,646</b>	
Expense	11135	52800 CONTRACTUAL SERVICES	834	1,152	0	3,500	0	3,500	0.00%	0	
Expense	11135	53110 PRINTING	650	290	218	500	101	500	0.00%	0	
Expense	11135	54290 OFFICE SUPPLIES	57	0	185	200	0	200	0.00%	0	
Expense	11135	57310 DUES	315	315	315	435	315	435	0.00%	0	
Expense	11135	57320 SUBSCRIPTIONS	40	40	0	125	0	125	0.00%	0	
Expense	11135	57340 MEETINGS	210	1,813	2,258	2,170	190	2,170	0.00%	0	
<b>Expenses</b>			<b>2,106</b>	<b>3,610</b>	<b>2,977</b>	<b>6,930</b>	<b>606</b>	<b>6,930</b>	<b>0.00%</b>	<b>0</b>	
<b>Total</b>	<b>SUB</b>	<b>TOTAL Town Accountant</b>	<b>186,640</b>	<b>191,719</b>	<b>201,347</b>	<b>211,158</b>	<b>94,906</b>	<b>332,804</b>	<b>57.61%</b>	<b>121,646</b>	
<b>Grand Total Finance</b>											
			<b>658,599</b>	<b>729,733</b>	<b>805,956</b>	<b>885,176</b>	<b>382,026</b>	<b>1,063,258</b>	<b>20.12%</b>	<b>178,082</b>	
									<b>OVERALL GEN FUND</b>	<b>79,637,159</b>	<b>1.34%</b>
									<b>OVERALL TOWN BUDGET</b>	<b>27,852,340</b>	<b>3.82%</b>

OVERALL GEN FUND 79,637,159 0.42%  
OVERALL TOWN BUDGET 27,852,340 1.19%

OVERALL GEN FUND 79,637,159 1.34%  
OVERALL TOWN BUDGET 27,852,340 3.82%



**ACCOUNTING DEPARTMENT  
OPERATING BUDGET DETAIL FY 2025**

**1. SALARY**

Finance Director	\$	142,363	Nonunion Grade 9 Salary (2% over 1/15/2024 salary, \$139,570.71)
Town Accountant	\$	112,320	Midpoint Grade 7 Salary (\$103,622.29 - \$134,587.83)
Assistant Town Accountant	\$	70,491	NMEA Grade 3 Hourly:\$33.76 @ 2088 hours (2% over 1/1/2024 rate)
Longevity	\$	700	JL 11/20/2008 \$500 + KH 3/22/2017 \$200
<b>Total Salary</b>	<b>\$</b>	<b>325,874</b>	

**2. EXPENSES**

<b>a. Contractual</b>			<b>f. Meetings</b>	
GASB 34 Fixed Asset Update	\$	1,000	MMAAA Fall Conference	\$ 70
Munis Consulting	\$	2,500	Registration	\$ 60
	\$	3,500	Mileage	\$ 130
<b>b. Printing</b>				
Purchase Orders, Receipt Books, Etc	\$	500	MMAAA School - Umass, Amherst	
			Town Accountant & Assistant Accountant	
<b>c. Office supplies</b>			Rooms & Registration	\$ 1,200
Binders, ledger paper, etc.	\$	200	Mileage	\$ 120
				\$ 1,320
<b>d. Dues:</b>				
Mass. Mun. Audit/Acct. Assoc.	\$	185	MMAAA June Conference	
MGFOA	\$	60	Room & Registration	\$ 500
GFOA	\$	190	Mileage	\$ 120
	\$	435	Other DOR, CMAA, MCPPO,	\$ 620
<b>e. Subscriptions:</b>			& MGFOA Meetings	
GFOA GAAP Update	\$	125	Mileage	\$ 100
				\$ -
				\$ 100
				\$ 2,170
			Total Meetings	\$ 4,430
				\$ 2,500
				\$ 6,930
<b>Subtotal Expenses</b>				
<b>Total Expenses</b>				
				\$ 332,804

**Total Budget FY 2025:**



# Undistributed Expenses

# Section 6-1

## Undistributed Expenses

In its operation the Town budgets certain overhead costs in the aggregate rather than distributing costs by department or program. These overhead costs include employee benefits of health insurance, life insurance, Worcester Regional Retirement contributions, unemployment compensation and workers' compensation insurance; comprehensive building and liability insurance; debt service; non-appropriated expenses such as State Assessments and reserves for abatements; stabilization fund contributions; a reserve fund for extraordinary and unforeseen expenses; and various Town Meeting special warrant articles. In the pages that follow each of these undistributed expenses are explained in more detail. A summary of these expenses is shown below.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>UNDISTRIBUTED EXPENSES SUMMARY</b>						
<b>EMPLOYEE BENEFITS&amp; INSURANCE</b>						
Health Insurance	5,587,249	5,523,737	5,280,819	6,184,052	3,096,520	6,455,882
Transfer to OPEB Trust	0	0	300,000	550,000	550,000	600,000
Life Insurance	6,374	6,256	6,120	8,930	2,923	8,930
Other Benefits/FICA	441,067	452,239	505,128	519,385	219,820	564,132
Worcester Regional Retirement	2,275,596	2,470,601	2,725,650	2,788,842	2,788,842	3,101,216
Workers Comp	119,051	123,134	125,291	134,702	129,814	144,934
<b>SUBTOTAL EMPLOYEE BENEFITS</b>	<b>8,429,337</b>	<b>8,575,966</b>	<b>8,943,008</b>	<b>10,185,911</b>	<b>6,787,919</b>	<b>10,875,094</b>
<b>Building &amp; Liability Insurance</b>	199,539	281,617	288,163	297,705	285,974	306,193
<b>Debt Service</b>	2,191,982	2,035,411	1,927,127	2,135,620	219,423	2,096,810
<b>State Assessments</b>	235,219	265,121	322,159	321,775	141,543	270,109
<b>Reserve for Abatements<sup>1</sup></b>	650,299	326,767	404,661	334,564	0	375,000
<b>Cherry Sheet Offset Items<sup>2</sup></b>	23,612	23,994	29,977	32,883	0	39,968
<b>Stabilization Fund Contribution</b>	200,000	0	0	200,000	200,000	200,000
<b>Reserve Fund<sup>3</sup></b>	175,000	375,000	175,000	166,700	0	175,000
<b>Warrant Articles<sup>4</sup></b>						
<b>TOTAL: UNDISTRIBUTED EXPENSES</b>						

<sup>1</sup> Amounts displayed reflect an offset to revenue rather than actual expenditures and reflect what was provided for abatements and exemptions from the property tax levy as determined by the Assessors in each year.

<sup>2</sup> Amounts displayed reflect an offset to revenue rather than actual expenditures. The amounts are the portion of total budgeted state aid that is restricted to uses in other funds and will be received outside of the general fund. Beginning in FY2016 the only offset is for public library grants.

<sup>3</sup> Amounts displayed will reflect the budget only for the Reserve Fund from which amounts may be transferred to other departments to cover extraordinary/unforeseen expenses, expenditures are not made directly from the fund.

<sup>4</sup> Amounts displayed in this row reflect budgets rather than actual expenditures because articles are generally multi-year and reflect either transfers to Capital Project Funds or Borrowing Authorizations.



**Employee Benefits and Insurance Statement**

The employee benefits and insurance provided to the employees of the Town of Northborough (including those who work for the Northborough K-8 Public Schools) include both the required and contractually agreed upon benefits to protect their health, provide for their income security if they are injured on the job, and provide for their eventual retirement from the Town. Employee Benefits represents the cost of providing health and life insurance for Town and K-8 School employees as well as for workers' compensation, unemployment, FICA/Medicare tax, and the Town's assessment from the Worcester Regional Retirement System.

**Health Insurance**

Pursuant to MGL Chapter 32B, as a benefit of employment, any active, permanent employee of the Town who works in excess of twenty hours per week is eligible for group health insurance coverage. In an effort to control the escalating costs of health insurance, the Town issued a Request for Proposals (RFP) to various health insurance providers and the result was a move to consolidate carriers under the Fallon Community Health Plan for FY2019. After favorable annual renewals under Fallon, they made the decision to exit the active employer group insurance market for FY2023. The Town underwent another RFP process, and while forming an informal Joint Purchasing Arrangement (JPA) with the Regional High School district and the Town of Southborough, awarded a contract to Harvard Pilgrim Healthcare (HPHC) for FY2023. Due to favorable claims data along with the larger group afforded by the JPA, the new contract with HPHC resulted in a modest premium increase for FY2023 and FY2024. Through HPHC the Town continues to offer an HMO plan with a broad network, a lesser cost HMO plan with a more limited network, as well as a Preferred Provider plan (PPO). As a benefit of retirement, former Town employees are also eligible for group health insurance coverage. Retirees under the age of 65, or otherwise not Medicare eligible, are covered on the active employee plans with the same contribution as the Town employees. The Town offers three senior plans for Medicare eligible retirees: Fallon Senior, Tufts Preferred and MEDEX. As of January 2024 a total of 270 active employees (75 Town and 195 K-8 School), and 169 retirees (61 Town and 108 K-8 School, plus covered dependents) were enrolled in one of the Town's health insurance plans. The following rate schedule was used in budgeting for FY2025:

Health Insurance Plan	7/1/2024 Renewal Monthly Rates	Town Employees				School Employees				
		7/1/2024 Town Monthly Expense		7/1/2024 Employee Monthly Expense		7/1/2024 Town Monthly Expense		7/1/2024 Employee Monthly Expense		
HPHC HMO	Ind	988.44	70%	691.91	30%	296.53	75%	741.33	25%	247.11
	Fam	2,569.95	70%	1,798.96	30%	770.98	75%	1,927.46	25%	642.49
HPHC FOCUS HMO	Ind	874.48	70%	612.13	30%	262.34	75%	655.86	25%	218.62
	Fam	2,273.63	70%	1,591.54	30%	682.09	75%	1,705.22	25%	568.41
HPHC PPO	Ind	1,186.13	50.0%	593.07	50%	593.07	50.0%	593.07	50%	593.07
	Fam	3,083.94	50.0%	1,541.97	50%	1,541.97	50.0%	1,541.97	50%	1,541.97



# Undistributed Expenses

# Section 6-3

In FY2025, the Town will contribute 70% of the monthly HMO premiums for Town employees and 75% for K-8 School Employees. Beginning in FY2012, the Town’s contribution for K-8 School employees decreased from 80% to 75% of the monthly HMO premiums. It is the goal of the administration to achieve parity between all employees at 70% during the next round of collective bargaining. In accordance with Chapter 32B, the Town pays 50% of the monthly premium for the PPO Plan for both K-8 School and Town employees. The employees pay the remaining premium through bi-weekly payroll deductions.

The FY2025 budget was prepared using an estimated 5% increase effective with the Senior plan renewal on January 1, 2024. The following rate schedule will be in place until the calendar year renewal.

Health Insurance Plan		1/1/2024 Renewal Monthly Rates	Medicare Eligible Ret Employees*			
			1/1/2024 Town Monthly Expense	1/1/2024 Retiree Monthly Expense		
Fallon Senior	Ind	328.00	70%	229.60	30%	98.40
	Ind x2	656.00	70%	459.20	30%	196.80
Tufts Medicare Preferred	Ind	390.00	70%	273.00	30%	117.00
	Ind x2	780.00	70%	546.00	30%	234.00
MEDEX 2	Ind	431.84	51%	220.24	49%	211.60
	Ind x2	863.68	51%	440.48	49%	423.20

\* Enrollment in the Senior Plans require participation in Medicare Parts A & B

The Town pays 70% of the monthly Senior Plan HMO premiums for all retirees. In accordance with Chapter 32B, the Town pays 51% of the monthly premium for the MEDEX Plan. The retirees pay the remaining premium through monthly deductions from their retirement allowances. Through December, 2022 the Town also offered a comprehensive Tufts Medicare Complement plan, for which the Town received notice from Tufts that it would discontinue the plan upon the January 2023 renewal. The Town successfully navigated all 50 retirees (in addition to 30 covered spouses) onto alternative plans, which resulted in FY2023 budget savings of approximately \$300,000 that carried over into FY2024.

In the past, the Town experienced significant increases in its Health Insurance premiums. The Town unanimously adopted MGL Chapter 32B, Section 18 at the Annual Town Meeting in April 2009. Adoption of Chapter 32B, Section 18 required Medicare eligible retirees to move out of the HMO active health plans and into Medicare supplement or “Senior Plans,” which are specifically designed for the medical needs of seniors and will effectively cost share health care expenses with the Federal Medicare program. By offering a variety of Senior Plans the Town continues to realize savings as Medicare-eligible retirees and their spouses are required to transition to these lower cost Senior Plans.



## Section 6-4 Undistributed Expenses

In order to maintain sustainable health insurance budgets over the years the Town has periodically made changes to plan design, employee contributions, carrier consolidation, and most recently forming an informal JPA and collaborating on an RFP with a larger group. The overall affect has been an average health insurance budget increase of just 2.80% since FY2010.

- FY2010 Plan Design Changes and adoption of MGL c.32B, Section 18
- FY2012 Teacher contributions increased 5%
- FY2017 Plan Design Changes
- FY2018 Plan Design Changes but still experienced an 8.33% increase
- FY2019 Negotiated Carrier Consolidation resulted in a 3.8% budget increase
- FY2023 Conducted RFP as part of JPA which resulted in a 1.0% budget increase
- FY2024 Successfully enrolled retirees in alternate plans following cancellation of the Tufts Complement retiree plan, resulting in a savings of approximately \$300,000.

Health Insurance Budget Increases	
FY2010	0.72%
FY2011	2.99%
FY2012	4.49%
FY2013	3.34%
FY2014	2.00%
FY2015	1.00%
FY2016	3.00%
FY2017	3.00%
FY2018	8.33%
FY2019	3.80%
FY2020	2.00%
FY2021	2.60%
FY2022	2.10%
FY2023	1.00%
FY2024	0.00%
FY2025	4.40%
<b>Average</b>	<b>2.80%</b>

For FY2025, HPHC's premiums are still unknown at the time of this writing and the rates shown in this section reflect an estimated increase of 8% over the prior year. However, the overall budget increase is estimated at 4.40%, due to enrollment trends.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>HEALTH INSURANCE</b>						
<b>Expenses</b>						
51750 Town Health Insurance	1,137,210	1,106,821	1,019,083	1,286,473	604,803	1,366,540
51755 Town Retiree Health Ins.	347,975	350,246	375,561	396,043	203,569	434,123
51800 School K-8 Health Insurance	3,403,998	3,359,942	3,254,370	3,893,527	2,017,553	4,013,649
51805 School K-8 Retiree Health Ins.	681,967	692,128	611,160	558,009	264,296	591,570
51850 Health Reimbursement Account	16,100	14,600	20,646	50,000	6,300	50,000
<b>SUBTOTAL</b>	<b>5,587,249</b>	<b>5,523,737</b>	<b>5,280,819</b>	<b>6,184,052</b>	<b>3,096,520</b>	<b>6,455,882</b>



### **Transfer to OPEB Trust**

Other Post-Employment Benefits (OPEB) are the benefits, other than retiree pensions, offered to retirees and their dependents. These benefits mainly consist of medical insurance. The OPEB liability is defined as the present value of the benefit for retired and vested employees. The unfunded liability is the amount payable in the future, where the actuarial value of the benefits exceeds the value of funds previously set aside to pay the expense (in an irrevocable trust). The concept for recognizing OPEB was required by the Governmental Accounting Standards Board (GASB)<sup>5</sup>. Under the GASB's Statement #45, the Town was required to recognize this liability in its financial statements starting FY2009.

The Town's first actuarial study calculated the liability to be \$90.4 million. However, following the adoption of MGL Chapter 32B, Section 18 in 2009, the Town's Unfunded Actuarial Accrued Liability (UAAL) for OPEB was greatly reduced to \$34.3 million. At the close of FY2011, an actuarial update was required and due to the implementation of Section 18, the Town's UAAL was further reduced to \$28.1 million. Without a funding source for this obligation, the UAAL increased to \$32.6 million based on the actuarial study received at the close of FY2013. The GASB has since clarified and replaced Statement #45, with Statements #74 and #75, and under GASB #75 the Town's liability was calculated to be \$44.36 million (Net OPEB Liability) under the new standards at the end of FY2022. Following changes made to retirees plans (see Health Insurance), specifically the cancellation of a Tufts retiree plan shifting retirees to the Blue Cross/Blue Shield Medex plan resulted in restatement lowering the liability by \$12 million. The FY2023 closing Net OPEB liability was calculated to be \$32.52 million.

The Town adopted the local option Meals Tax surcharge and an increase in Room Occupancy tax in FY2015 in part to help provide the capacity for an initial \$500,000 funding for the OPEB Trust Fund. Over the subsequent four years from FY2016 through FY2019 another \$500,000 per year was transferred to the OPEB Trust fund. The funds have been invested with the state's Pension Reserves Investment Trust (PRIT) Fund. The PRIT Fund, which contains \$95.5 billion as of January 31, 2023, is the state retiree pension fund as well as the investment fund for 93 local Massachusetts retirement systems. These funds are professionally managed by the Pension Reserves Investment Management Board.

The Town continues to advocate for proposed legislative changes regarding the local obligation for retiree health insurance that would positively affect its OPEB liability. In FY2020, the Town made a \$550,000 contribution to the OPEB Trust Fund, which was a \$50,000 increase above the prior year's contribution. The increase was intended to recognize the growing liability, since the actuarial studies have involved medical cost trends growing faster than inflation, as well as longer life expectancies. Increased life expectancy, while positive, leads to a higher liability.

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<sup>5</sup> The Governmental Accounting Standards Board (GASB) is the independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local governments. Established in 1984 by agreement of the Financial Accounting Foundation (FAF) and 10 national associations of state and local government officials, GASB is recognized by governments, the accounting industry, and the capital markets as the official source of generally accepted accounting principles (GAAP) for state and local governments.



## Section 6-6 Undistributed Expenses

The Town's annual contributions, are significant, though have not yet covered the liability. Recent fiscal constraints associated with the COVID-19 pandemic led to postponement of contributions to the OPEB Trust Fund in FY2021 and FY2022. For FY2023, the Town brought the contribution back at \$300,000, returned to the \$550,000 level for FY2024, and has an increase to \$600,000 proposed for FY2025

Ultimately, as the balance in the Trust Fund grows, the cumulative effect of positive investment returns will begin to be more substantial. In addition, when the unfunded pension liabilities are fulfilled by the Worcester Regional Retirement System's goal for full funding by 2036, the funds from the pension assessment should be redirected to address the unfunded OPEB liability.

In total, the Town has appropriated \$3.9 million into the OPEB Trust Fund since FY2015, not including the \$600,000 contribution planned for FY2025. The Trust Fund balance as of January 31, 2023 is \$6.02 million, which represents a funding ratio of 10% versus the Total OPEB Liability of \$ million calculated as of June 30, 2022.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>TRANSFER TO OPEB TRUST</b>						
59992 Transfer to OPEB Trust	0	0	300,000	550,000	550,000	600,000
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>550,000</b>	<b>550,000</b>	<b>600,000</b>

### Life Insurance

The Town provides a group life insurance program available to all employees and contracts with Boston Mutual Life. All Town and K-8 School employees who choose to enroll are insured for \$5,000. In addition, Town and School Retirees are insured for \$2,000. This budget covers the Town's 50% portion of the premium. Employee payroll deductions and retiree contributions fund the balance of the premium costs.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>LIFE INSURANCE</b>						
<b>Expenses</b>						
51740 Town Life insurance	1,730	1,714	1,700	4,108	801	4,108
51745 School K-8 Life Insurance	4,643	4,542	4,419	4,822	2,122	4,822
<b>SUBTOTAL</b>	<b>6,374</b>	<b>6,256</b>	<b>6,120</b>	<b>8,930</b>	<b>2,923</b>	<b>8,930</b>



### **Other Benefits / Federal Insurance Contributions Act (FICA) Tax**

Federal Insurance Contributions Act (FICA) tax is a payroll (or employment) tax imposed by the Federal Government on both employees and employers. As a result of Federal legislation, all local government employees hired after March 31, 1986 are considered Medicare Qualified Government Employees (MQGE) and are required to be covered under the Medicare program. The Town is responsible for a matching Medicare payroll tax of 1.45% on these employees. Annual increases in this tax liability reflect a rise in the payroll subject to this tax.

Massachusetts is one of a handful of “non-Social Security” states. Most full-time employees, as members of contributory retirement systems, pay into defined-benefit public pension systems instead of Social Security. The Town is not subject to the 6.2% matching FICA tax and Town employees do not earn Social Security “credits” or “quarters” for their service.

Part-time and temporary employees who are not covered by the contributory retirement system are required to participate in an alternative as permitted by the federal Omnibus Budget Reconciliation Act of 1990. Such employees pay into a defined contribution plan at a rate of 7.5%. There is no employer cost for this program.

### **Unemployment Assistance**

The Town does not pay unemployment insurance, but instead, is assessed by the State Division of Unemployment Assistance (DUA) on a pay-as-you-go basis for the cost of any and all benefits actually paid to former Town and K-8 School employees. In a typical year and situation, the maximum number of weeks an individual may receive benefits is 26 and the maximum weekly benefit amount is currently \$1,015/week, plus a dependency allowance of \$25 per week for each dependent child. The Town is responsible for reimbursing the State 100% of the benefits paid to former employees. There is an inherent complexity in tracking unemployment costs and estimating liability given that an employee’s “benefit year” may cross fiscal years, claimants may be subject to partial benefits if they have other earnings, and claimants who become unemployed more than once during a benefit year may reactivate a prior claim.

During FY2020 and FY2021, in response to the COVID-19 Pandemic, the federal government passed the Coronavirus Aid, Relief and Economic Security Act (CARES), which provided \$268 billion for expanded unemployment insurance benefits for workers impacted by the Pandemic. This Act both extended the amount of time employees could collect unemployment for COVID-19 related layoffs and increased the benefit amount. As a pay-as-you-go community, Northborough is required to provide the additional pandemic emergency unemployment compensation to qualifying employees. Through the pandemic, the Town did not experience any large-scale layoffs or furloughs therefore the benefits paid did not increase substantially, and the line has been level funded at \$60,000 for FY2023 and FY2024.



**Section 6-8**

**Undistributed Expenses**



**Miscellaneous Benefits**

Miscellaneous benefits include payment of a portion of sick leave for eligible retiring employees (capped at \$3,000 each), OBRA payments for the Senior Work Program, payment of the deferred compensation benefit for the Town Administrator pursuant to the employment contract, and the fee assessed by the deferred compensation program provider.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>OTHER BENEFITS/FICA</b>						
<b>Expenses</b>						
51730 FICA Town Share	119,644	125,209	134,394	131,469	71,929	150,396
51733 FICA School Share	286,048	301,349	316,694	316,416	147,506	332,237
51735 Unemployment Compensation	18,366	14,623	30,309	60,000	0	60,000
55090 Miscellaneous Benefits	17,008	11,058	23,731	11,500	385	21,500
<b>SUBTOTAL</b>	<b>441,067</b>	<b>452,239</b>	<b>505,128</b>	<b>519,385</b>	<b>219,820</b>	<b>564,132</b>

**Worcester Regional Retirement Assessment**

The Town participates in the Worcester Regional Retirement System which is a contributory retirement system composed of one hundred (100) member towns and districts from Worcester County. Subject to the provisions of Chapter 32B and 34B of the Massachusetts General Laws, the retirement system, as well as all public retirement systems in Massachusetts, is overseen by the Public Employee Retirement Administration Commission (PERAC).

PERAC, through an actuarial study, determines the appropriate funding schedule for the retirement system’s total Unfunded Actuarial Accrued Liability (UAAL). The Municipal Relief Act of 2010 extended the requirement for full funding of the pension system’s liability to the year 2040, while the system’s actual funding schedule targets full funding by 2036. The total source of funding is the annual Town assessment together with employee contributions for each member unit.

The FY2025 assessment was prepared using the full actuarial method of assessment calculation. Previously, the Worcester Regional Retirement System based its assessment to each member unit upon its proportional amount of payroll. The actuarial method of assessment, now fully implemented, calculates the assessment on an actuarial determination using the employee age, service, and average salary data of each individual member unit. The Town of Northborough’s total Unfunded Actuarial Accrued Liability is \$32,470,738 as of January 1, 2022. The Worcester Regional Retirement System regards the actuarial method as a “more fair and transparent way of assessing each unit’s true liability” and noted that this is also consistent with the standards of the Government Accounting Standards Board (GASB).

In recent years there have been changes to Massachusetts pension benefits brought about by various Pension Reform legislation in an attempt to rein in pension liability costs. The liability had increased due to lack of performance in investments and the inability of the pay-as-you-go funding to keep pace with the defined benefits. It is important to note that a municipal employee hired after 1996 will contribute 9% of their total compensation plus another 2% of any regular



# Undistributed Expenses

# Section 6-9

compensation over \$30,000 to the retirement system. This non-public safety employee, if retired with 25 years of creditable service and the investment return assumption is met, will effectively pay for their entire pension.<sup>6</sup> The Town’s assessment together with the employee contributions are intended to meet the pension costs for all Town and Northborough K-8 School (non-teaching positions) retirees covered by this retirement system, as well as to amortize over time the previous unfunded pension liability created by insufficient contributions by member units over a number of years.

It should be noted that Northborough K-8 School teachers are not part of the Worcester Regional Retirement System, but are instead covered by the Massachusetts Teachers’ Retirement System which is governed by MGL, Chapter 32. Teacher retirement costs are funded directly with an appropriation by the Commonwealth of Massachusetts and employee contributions. For the fiscal year ended June 30, 2023, the Town recognized pension expense and intergovernmental revenue of \$4,370,291 for the Commonwealth’s support of the system on behalf of the Town in its financial statements.

The total FY2025 Worcester Regional Retirement Assessment is \$3,238,952. The \$3,101,216 portion included in the General Fund budget below does not include the retirement costs contained in the Water Enterprise Fund (\$65,888), the Sewer Enterprise Fund (\$43,926) or the Cable Access TV budget (\$27,922)<sup>7</sup>.

The FY2025 General Fund increase of \$312,374 represents a 11.20% rise in costs, which is slightly higher than the system-wide increase of approximately 10% which is that significant primarily due to implementation of the funding schedule designed to eliminate the unfunded pension liability by 2036. Northborough’s higher than average increase within the system is driven by actuarial factors, which include the ages of covered employees and retirees and their pay rates which determine their future benefits.

		FY2021	FY2022	FY2023	FY2024	FY2024	FY2025
		ACTUAL	ACTUAL	ACTUAL	BUDGETED	SIX MONTHS	PROPOSED
<b>WORCESTER REGIONAL RETIREMENT</b>							
<b>Expenses</b>							
56220	Retirement Assessment	2,275,596	2,470,601	2,725,650	2,788,842	2,788,842	3,101,216
	<b>SUBTOTAL</b>	<b>2,275,596</b>	<b>2,470,601</b>	<b>2,725,650</b>	<b>2,788,842</b>	<b>2,788,842</b>	<b>3,101,216</b>

<sup>6</sup> Information from Actuary James R. Lamenzo of the Public Employee Retirement Administration (PERAC).

<sup>7</sup> The Water & Sewer Enterprise Funds are designed to capture all costs associated with the service and are fully explained in Section 8 of this budget document. The Cable Public Access TV Department is funded by fees added to the cable TV subscriber bills, which pay for the related retirement costs of the full-time Cable Access staff (see Section 5 of the budget for more information regarding Public Access TV).



**Workers' Compensation Insurance**

Workers' Compensation is available to those employees injured on the job. The Town is insured through the Massachusetts Interlocal Insurance Agency (MIIA) which is owned and operated by the municipalities of Massachusetts.<sup>8</sup> Employees injured on the job receive 60% of their pay tax-free and the Town is responsible for 100% of associated medical bills.

Also included in this budget are medical payments to cover separated police and fire personnel. MGL, Chapter 41, Section 100B requires the Town to continue to pay for related medical payments and associated expenses for retired police and fire employees injured on duty. The actual Injured on Duty (IOD) insurance premium for police and fire personnel is contained in the Building and Liability Insurance budget.

The Town's Workers' Compensation insurance premiums reflect a level budget for FY2024. There are two key factors that drive fluctuations in Workers' Compensation insurance premiums: claims experience and payroll costs (higher payroll costs associated with increases in wage rates and salaries and/or additional staffing generally result in higher premiums). The Town has participated in a wide variety of safety training programs offered by its insurer, MIIA, that are intended to reduce work-related injuries. These programs are specifically designed to address risks faced by municipal employees, are offered free of charge, and help the Town proactively manage its claims risk, thereby keeping costs down while wages have increased modestly. These factors have resulted in the Town being able to level fund its Workers' Compensation budget for FY2024.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>WORKERS' COMPENSATION INSURANCE</b>						
<b>Expenses</b>						
51710 Workers' Compensation	118,984	122,751	121,709	129,702	129,464	139,934
53080 Police/Fire Injured on Duty (IOD) Medical Payments	67	383	3,582	5,000	350	5,000
<b>SUBTOTAL</b>	<b>119,051</b>	<b>123,134</b>	<b>125,291</b>	<b>134,702</b>	<b>129,814</b>	<b>144,934</b>

<sup>8</sup> Massachusetts Interlocal Insurance Association (MIIA) was incorporated by the Massachusetts Municipal Association in 1982 as a nonprofit organization to provide insurance services to the cities, towns and other governmental entities in Massachusetts that are members of the MMA. MIIA insures approximately 300 cities and towns across Massachusetts.



# Undistributed Expenses

# Section 6-11

## Building & Liability Insurance

This budget category includes property and liability coverage for all Town owned property, as well as liability coverage for all elected and appointed Town officials.

In addition, because fire and police personnel are not eligible under Massachusetts law for regular workers' compensation coverage, a separate insurance policy with premiums based largely on claims experience is purchased to cover these personnel for injuries sustained in the line of duty. The police and fire MGL Chapter 41 Section 111F Injured on Duty (IOD) premium is also included here. Under this statute, public safety employees injured on duty receive 100% of their regular earnings. These IOD earnings are considered non-taxable wages by both the Department of Revenue and the Internal Revenue Service.

The Town's Building and Liability insurance premiums reflect a 2.85% budgetary increase for FY2025.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>BUILDING &amp; LIABILITY INSURANCE</b>						
<b>Expenses</b>						
57410 Building & Liability Ins.	199,539	281,617	288,163	297,705	285,974	306,193
<b>SUBTOTAL</b>	<b>199,539</b>	<b>281,617</b>	<b>288,163</b>	<b>297,705</b>	<b>285,974</b>	<b>306,193</b>



Debt Service

Debt Service appropriations provide for the payment of principal and interest costs for long-term bonds and short-term notes issued by the Town for capital projects for General Fund purposes in addition to the cost of issuing debt. The debt service appropriations for the Water & Sewer Enterprise Funds will appear in their respective budgets (Section 8 of this budget document). The following table shows the total amount of debt being considered for FY2025 and the various sources from which the debt will be paid.

	OUTSTANDING PRINCIPAL START OF YEAR	PRINCIPAL & PAYDOWNS PAYABLE	INTEREST & ISS COSTS PAYABLE	TOTAL DEBT SERVICE FY2025
General Fund	2,096,900	167,100	73,595	240,695
General Fund (Debt Excluded)	12,151,100	1,406,900	449,215	1,856,115
<b>Subtotal General Fund</b>	<b>14,248,000</b>	<b>1,574,000</b>	<b>522,810</b>	<b>2,096,810</b>
Water Enterprise	1,543,242	217,714	80,035	297,749
Sewer Enterprise	2,335,574	486,891	96,085	582,976
Community Preservation Act	574,000	144,000	32,000	176,000
Revolving Funds	-	134,000	22,000	156,000
<b>Subtotal (Non General Fund)</b>	<b>4,452,816</b>	<b>982,605</b>	<b>230,120</b>	<b>1,212,725</b>
<b>TOTAL LONG &amp; SHORT TERM DEBT</b>	<b>18,700,816</b>	<b>2,556,605</b>	<b>752,930</b>	<b>3,309,535</b>

Typically, larger projects such as the Lincoln Street School are bonded for twenty years, while the debt for other General Fund projects and equipment is retired within five to ten years. The Town's goal is to finance capital projects for the shortest feasible term over the useful life of the asset in accordance with the terms outlined in Massachusetts General Laws. This ensures that the debt burden remains manageable.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>DEBT SERVICE</b>						
<b>Expenses</b>						
59100 Principal/Long-term Debt	1,600,548	1,475,325	1,377,200	1,574,400	0	1,574,000
59150 Interest/Long-term Debt	591,434	528,524	496,155	438,845	219,423	382,075
59270 Interest/Temporary Loans	0	31,562	53,772	105,000	0	126,450
59280 Issuance Costs		0	0	17,375	0	14,285
<b>SUBTOTAL</b>	<b>2,191,982</b>	<b>2,035,411</b>	<b>1,927,127</b>	<b>2,135,620</b>	<b>219,423</b>	<b>2,096,810</b>

For FY2025, the total Debt Service budget for the General Fund is \$2.1 million, a decrease of \$38,810. The largest component of the debt service budget in FY2025 is for the Lincoln Street School, which is \$949,275, a decrease from the FY2017 peak of \$1,144,882. Since that project was completed on time and approximately \$1.38 million under budget, the surplus bond proceeds from this project were used to fund the next phase of the Fire Station building project approved at 2019 Town Meeting. In preparation for the Fire Station project, and other more significant building projects, issuance of debt for smaller capital projects has been curtailed to minimize the tax impact. This practice is in accordance with the Town's 2010 Free Cash Policy, as these smaller capital items have been purchased using available funds. Please see Section 9 of



# Undistributed Expenses

# Section 6-13

this budget document for a more detailed explanation of the Free Cash Policy and the successful efforts to fund more pay-as-you-go capital projects. Following is a table showing the detail of all the Town's outstanding Long-Term Debt which will be coming due during FY2025:

DATE ISSUED	PAR AMOUNT	NET INTEREST COST	PURPOSE	FUND DEBT PAID FROM	TERM (YEARS)	TOTAL DUE PRINCIPAL & INTEREST
5/15/2005	\$ 2,100,000	3.9225%	Various Projects		20	\$ 62,550
	\$ 1,154,000	3.8864%	2002 & 2003 Water Articles	Water Enterprise	20	\$ 31,275
	\$ 675,000	4.0202%	2002 & 2003 Sewer Articles	Sewer Enterprise	20	\$ 31,275
10/15/2009	\$ 1,550,000	5.9191%	2004 STM Art 1 - Sewer Land Acq (Taxable)	Sewer Enterprise	15	\$ 103,250
6/17/2015	\$ 7,390,000	2.5504%	2014 Art 19 - Lincoln Street School (DE)	Gen Fund (DE)	20	\$ 483,475
1/21/2016	\$ 6,800,000	2.3927%	2014 Art 19 - Lincoln Street School (DE)	Gen Fund (DE)	20	\$ 465,800
5/18/2017	\$ 986,053	0.0000%	2014 Art 31 - Water Meters (MWRA Loan)	W/S Enterprise*	10	\$ 98,605
6/14/2018	\$ 2,275,000	2.7338%	Various Projects		15	\$ 219,150
	\$ 1,363,000	2.8223%	2015 Art 32 - Sewer Pump Station Const	Sewer Enterprise	15	\$ 123,150
	\$ 819,000	2.5482%	2014 Art 28 - Church Street Culvert	Gen Fund	10	\$ 96,000
5/26/2021	\$ 6,845,000	0.7646%	Various Projects		10	\$ 1,030,000
	\$ 80,075	0.5640%	2006 Art 56 - School Roof (Refunded 2009)	Gen Fund	6	\$ 15,300
	\$ 1,107,300	0.6558%	2000 Art 37 - Library Const (DE) (Refunded 2009)	Gen Fund (DE)	7	\$ 188,845
	\$ 45,300	0.4791%	2005 Art 23 - Library Const (DE) (Refunded 2009)	Gen Fund (DE)	5	\$ 9,905
	\$ 465,575	0.6559%	2007 Art 20 - Library Const (DE) (Refunded 2009)	Gen Fund (DE)	7	\$ 79,365
	\$ 10,050	0.4778%	2004 Art 23 - DPW Garage (Refunded 2009)	Gen Fund	5	\$ 1,985
	\$ 12,650	0.5466%	2006 Art 30 - Police Station Repairs (Refunded 2009)	Gen Fund	6	\$ 2,070
	\$ 12,650	0.5466%	2006 Art 31 - DPW Garage (Refunded 2009)	Gen Fund	6	\$ 2,070
	\$ 260,950	0.7433%	2006 Art 24 - Water Wells (Refunded 2009)	Water Enterprise	8	\$ 41,690
	\$ 75,900	0.7522%	2006 Art 25 - Water Mains (Refunded 2009)	Water Enterprise	8	\$ 11,760
	\$ 75,900	0.7522%	2007 Art 23 - Water Tanks (Refunded 2009)	Water Enterprise	8	\$ 11,760
	\$ 441,400	0.7524%	2006 Art 27 - Sewer Const (Refunded 2009)	Sewer Enterprise	8	\$ 68,535
	\$ 82,800	0.7209%	2007 Art 24 - Sewer Const (Refunded 2009)	Sewer Enterprise	8	\$ 12,875
	\$ 1,949,750	0.7541%	2008 Art 20 - Senior Center (DE) (Refunded 2011)	Gen Fund (DE)	8	\$ 302,490
	\$ 561,750	0.7534%	2008 Art 21 - Environmental Remediation (Refunded 2011)	Gen Fund	8	\$ 85,770
	\$ 172,525	0.7557%	2008 Art 24 - Water Wells (Refunded 2011)	Water Enterprise	8	\$ 26,830
	\$ 353,800	0.9281%	2016 Art 27 - Sewer I&I	Sewer Enterprise	10	\$ 47,250
	\$ 259,000	0.9258%	2017 Art 31 - Sewer W Main Pump Stn	Sewer Enterprise	10	\$ 33,750
	\$ 666,800	0.9241%	2019 Art 12 - Water/Sewer Garage	W/S Enterprise**	10	\$ 87,750
<b>SUBTOTAL EXISTING LONG TERM DEBT</b>						<b>\$ 2,462,830</b>

While the previous table reflects the existing Long-Term debt obligations, the Town also has Short-term debt obligations to consider, and the following table reflects those:

ESTIMATED BAN & ISS %*	PURPOSE	FUND DEBT PAID FROM	ESTIMATED TERM	PRINCIPAL & INTEREST
5.5%	2019 Art 20 - Fire Station Land/Design (FY21-22, Req FY24)	Gen Fund (DE)	10	\$ 326,235
5.5%	2016 Art 42 - White Cliffs BAN (Paydowns FY18-24)	CPA	10	\$ 176,000
5.5%	2020 Art 23 - Assabet Water Tank Rehab (FY22-24 Paydown)	Water Enterprise	20	\$ 70,770
5.5%	2021 Art 17 - SCADA System (50%/50% W/S)	W/S Enterprise	10	\$ 72,000
5.5%	2021 Art 18 - Dam Compliance	Water Enterprise	10	\$ 7,200
5.5%	2022 Art 12 - Ambulance	EMS Revolving	3	\$ 148,630
<b>SUBTOTAL EXISTING SHORT TERM DEBT</b>				<b>\$ 800,835</b>

\* .5% Added for estimated issuance costs

\*\* Estimated as taxable debt due to possibility that White Cliffs becomes designated for private use

There are also issuance costs estimated at .5% for temporary debt a new article going before 2024 Town Meeting (\$4,900). Therefore, with these additions, the total long and short-term debt service to be payable in FY2025 equals the \$3,309,535 shown in the first table of this section.

### Statutory Debt Limit

The aggregate level of the Town of Northborough's outstanding debt obligation is limited by State law. The statutory debt limit is established by Massachusetts General Laws, Chapter 44, Section 10 at 5% of our total Equalized Valuation (EQV). The EQV is determined every other year by the State Department of Revenue.



Northborough's 2022 EQV	\$3,635,129,100
Debt Limit (5% of EQV)	\$ 181,756,455

Northborough's total issued short and long-term debt principal, both inside and outside the debt limit as of June 30, 2024, is \$20,167,421, significantly below the statutory debt limit.

Debt Policy Limits

There is an additional local limit placed on Northborough's total debt obligation through the Debt Policy adopted by the Board of Selectmen in September 2000. The Debt Policy provides for specifically defined Gross and Net debt limits for the annual General Fund debt service expressed as a percentage of the proposed budget.

Gross General Fund Debt Limit	Not to Exceed	15%
Net General Fund Debt Limit	Not to Exceed	8% – 10%

The estimated FY2025 General Fund debt service budget is well under the local debt policy limits, as Gross General Fund Debt is 3.83% of the proposed budget, which is well within the Town's policy limits: \$2,096,810 plus \$954,239 in overlapping debt from the regional school districts divided by an expense budget of \$79,637,159. The Net General Fund debt represents the same amount, 3.83% of FY2024 expenditures, since the Town has no remaining State School Building Authority payments to subtract. So, again the debt budget is well within the policy limit. See Appendix A, page 4 for more information on the Town's specific debt policy.

Bond Rating

In order to comply with complex tax regulations, secure access to the municipal bond market, and assure a competitive climate for bids, the Town uses the services of Bond Counsel, a Financial Advisor and a private credit rating agency to prepare for the issuance of bonds.

In May 2015, in conjunction with the first bond issuance for the Lincoln Street School project, Moody's Investors Service upgraded the Town's bond rating from Aa2 to Aa1, which is Northborough's highest rating ever. During the review Moody's cited the Town's manageable debt levels, strong reserves, below average pension liabilities and its ongoing funding of OPEB liabilities as positive factors. With regard to management they commented that *"the Town has a strong management team evidenced by a multi-year trend of conservative budgeting guided by formal fiscal policies."* The independent assessment illustrates how our planning efforts and fiscal discipline produce very real and tangible results—lower rates on bonds resulting in less tax dollars going to pay for interest.

<b>Moody's Investor Service Bond Rating</b>	
	Aaa
➔	<b>Aa1</b>
	Aa2
	Aa3
	A1
	A2
	A3
	Baa1
	Baa2
	Baa3
	Ba1
	Ba2
	Ba3
	B1
	B2



## **Total Long-Term Debt Service - All Funds (pending update)**

The total long-term annual debt service from FY2025 through FY2042, including both principal and interest, is shown on the following page. The chart indicates the amount of long-term debt service for the General Fund (both Debt Excluded and Non-Excluded), as well as the long term debt service for the Community Preservation Act (CPA) Fund, Emergency Medical Services Revolving Fund and the Water and Sewer Enterprise Funds. The figures include all existing debt, including projections for items currently in short-term debt and proposed for this year.



## Section 6-16

## Undistributed Expenses



### Non-Appropriated Expenses

Beyond the specific appropriations contained within the Budget Article and other Town Meeting articles, the Town must account for those expenses which do not require votes for appropriations. This category of mandated expenditures and assessments are automatically added to the tax rate without appropriation. Such costs include various state assessments for services such as: charter schools, county services, prior year budget overdrafts in snow and ice removal, court judgments, and an amount estimated for tax abatements and exemptions or the overlay.

### State Assessments

The FY2025 Assessments represented below are from the Governor's Budget. Historically, the Town does not receive its final State Assessments until well after Town Meeting in April. Four categories of State assessments account for approximately 84% of the expenses: Mosquito Control, MBTA, and School Choice Assessments.

1. Mosquito Control Assessment: Pursuant to MGL Chapter 252, Section 5A (Chapter 2, Section 41, Acts of 1986) there are eight mosquito control districts whose costs are apportioned to member municipalities on the Cherry Sheet. Each district is also allocated a proportional share of expenses for the State Reclamation Board that administers these programs.
2. Massachusetts Bay Transportation Authority (MBTA): For services rendered to those cities and towns within the Authority, an assessment is administered in order to maintain and operate regional public transportation.
3. School Choice: To assess the sending municipality or regional school district for pupils attending other public school districts, who accept students voluntarily through School Choice. Per pupil tuition rates are 75 per cent of the per pupil costs up to a limit of \$5,000, Additional increments are added for students on individualized education plans (SPED).

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>STATE ASSESSMENTS</b>						
<b>Expenses</b>						
56390 Mosquito Control Assessment	64,306	65,990	67,658	67,309	33,654	72,197
56400 Air Pollution Assessment	5,522	5,585	5,785	5,901	2,952	6,049
56420 MBTA	79,010	82,996	82,418	83,918	41,964	89,206
56430 Regional transportation Ch 161 B	23,374	20,552	27,780	30,715	15,360	27,578
56450 Parking Surcharge Ch 90	192	0	7,080	7,080	3,540	10,560
56440 Special Education	10,380	7,980	1,021	1,058	534	0
56455 School Choice Sending Tuition	28,741	56,952	59,270	68,530	28,857	64,519
56460 Charter School Sending Tuition	23,694	25,066	71,147	57,264	14,682	0
<b>SUBTOTAL</b>	<b>235,219</b>	<b>265,121</b>	<b>322,159</b>	<b>321,775</b>	<b>141,543</b>	<b>270,109</b>



## **Reserve for Abatements**

The Reserve or Allowance for Abatements and Exemptions or Overlay is an account established annually to fund anticipated property tax abatements, exemptions and uncollected taxes in that year. The overlay reserve need not be funded by the normal appropriation process, but rather is raised on the tax rate recapitulation sheet.

The Board of Assessors process a variety of statutory exemption applications for elderly, veteran, blind and hardship taxpayers. If approved, the exemptions are funded by the Overlay Reserve for Abatements and Exemptions. Additionally, taxpayers may file for an abatement of their property taxes. If approved, the exemptions are funded by the Overlay Reserve for Abatements and Exemptions.

Massachusetts Municipal Modernization Act passed and went into effect in November 2016. The new law created a single overlay reserve to cover the costs of potential abatements or exemptions granted by the assessors or ordered by the Appellate Tax Board for any fiscal year. Now all balances in all overlay accounts for prior years will be merged into a single overlay account. An amount will still need to be raised each year to be sure there are sufficient funds to cover all the abatements and exemptions, however the amount raised in the current year may be reduced at the time the tax rate is set in November if sufficient surplus remains in the reserve.

In FY2025, the proposed funding for the Overlay Reserve for Abatements and Exemptions is \$375,000, which represents approximately 0.5% of the estimated tax levy.

## **Cherry Sheet Offset Items**

Cherry Sheet Offset Items represent State Aid revenue that is included with the Town's revenue estimates that are provided by the State called the "Cherry Sheet." The estimates include specific revenue items dedicated to be used for certain purposes, and are received and expended outside the General Fund. Therefore, the General Fund expenditure budget must reflect an "offset" for this anticipated revenue.

The only offset item for FY2025 is \$39,445 estimated for public library grants.



**Stabilization Fund Contribution**

The Stabilization fund is designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Chapter 40, Section 5B). Communities may establish one or more stabilization funds for different purposes and may appropriate into them in any year an amount not to exceed ten percent of the prior year’s tax levy. The total of all stabilization fund balances shall not exceed ten percent of the community’s equalized value, and any interest shall be added to and become a part of the funds. A two-thirds vote of town meeting is required to establish, amend the purpose of, or appropriate money from the stabilization fund. However, funds may be appropriated into the fund by a simple majority vote.

As of June 30, 2022, the balance in the Stabilization Fund is \$4.98 million. Historically the budget had provided for an annual appropriation of \$100,000 to be added to the Stabilization Fund. However, for several years the appropriation was not possible due to financial constraints. Beginning in FY2016, the contribution to the Stabilization Fund was restored at \$200,000 with Free Cash as the source. The FY2021 and FY2022 budgets did not include a contribution to the Stabilization Fund from Free Cash due to the fiscal impacts of COVID-19. With the economy improving the contribution to Stabilization from Free Cash was restored for FY2023 at \$200,000, another contribution in FY2024 at \$200,000, which is proposed again in FY2025 for \$200,000.

Overall, the Town’s reserves remain within the acceptable levels prescribed by its financial policies, which is 5-10% of operating revenues. Detailed information regarding the level of reserves can be found in Appendix B, pages 9 and 10.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>STABILIZATION FUND CONTRIBUTION</b>						
<b>Expenses</b>						
59950 Stabilization Fund	0	0	200,000	200,000	200,000	200,000
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>TOTAL: STABILIZATION FUND CONTR.</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>



Reserve Fund

Authorized by state statute, the Reserve Fund provides the Town operations with an option for the funding of extraordinary or unforeseen expenditures during the year. Transfers from this account require approval of the Appropriations Committee. Beginning in FY2012 the Reserve Fund was appropriated from Free Cash as a separate Warrant Article at Town Meeting. The Reserve Fund was level funded from FY2012 through FY2015 at \$150,000 annually. In FY2016, to meet the increasing need, the budget provided for an appropriation in the Reserve Fund of \$175,000. The appropriation to the Reserve Fund remained funded at \$175,000 from FY2017 through FY2020. In FY2021, the Reserve was funded at \$375,000 to mitigate the unknown potential impacts of COVID-19. However, given the significant federal support through both the CARES Act and the American Rescue Plan, it is unlikely there will be a need to utilize the additional Reserve Fund dollars, and as a result, the appropriations for FY2022 through FY2025 were reduced to pre-pandemic levels at \$175,000.

Most commonly, the Reserve Fund account has been used to make up for any snow and ice budget overdrafts. The table below shows past year "actuals" as zero because budgeted funds are transferred into other accounts when approved by the Committee, rather than expenses being charged directly to the Reserve Fund. Note that \$8,300 was transferred to cover additional part-time inspector hours in the Building Department in FY2024, which is why that is reflecting a lower budget.

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2024 SIX MONTHS	FY2025 PROPOSED
<b>RESERVE FUND</b>						
<b>Expenses</b>						
59810 Reserve Fund	0	0	0	166,700	0	175,000
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>166,700</b>	<b>0</b>	<b>175,000</b>
<b>TOTAL: RESERVE FUND</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>166,700</b>	<b>0</b>	<b>175,000</b>

\*\*\*The transfer to the Reserve Fund is voted as a separate warrant article, and is not included in the warrant article for the Town Budget.\*\*\*

**Warrant Articles – pending CIP updates**

In addition to the individual departmental appropriations, the Town's overall annual financial plan includes warrant articles which draw upon the funds available to the Town. The warrant articles contain proposed funding using a combination of Free Cash, bond proceeds, and/or other available funds. In FY2024, these warrant articles include \$175,000 for the Reserve Fund and \$200,000 transfer to the Stabilization Fund both from Free Cash, an article from an FY2023 Free Cash update funded by opioid settlement funds in the amount of \$107,123, and the FY2024 Capital Improvement Plan (CIP) \$7,601,713, and the articles in total amounts to \$8,273,836. The funding sources for the articles are \$1,480,000 from Free Cash, an additional \$107,123 from Free Cash (FY2023 update), \$1,375,000 in borrowing with debt service to be paid from the General Fund, \$350,000 to come from Water/Sewer Enterprise Fund Free Cash, and \$4,961,713 to come from debt issued by the Regional School District (overlapping debt).

Effective in FY2012 the Board of Selectmen adopted a Free Cash Policy, which provides a funding source for projects other than municipal bonds. The Free Cash Policy is on page 2 in Appendix A of this budget document, which contains the Town's comprehensive financial policies. The Free Cash Policy and plan are discussed at length in the transmittal letter of the Capital Improvement Plan contained in Section 9-1 through 9-6 of this document.

In summary, the FY2025 Town Meeting Warrant Articles include the following:

- \$175,000 for the Appropriation Committee's Reserve Fund—Authorized by state statute, the Reserve Fund provides the Town operations with an option for the funding of extraordinary or unforeseen expenditures during the year (see page 6-18 for more detail). This article is funded from Free Cash.
- \$200,000 for Transfer to Stabilization Fund—After multiple years without an appropriation, funding for the Stabilization Fund was restored in FY2016, and funded from FY2017 through FY2020 in the amount of \$200,000 per year (see page 6-17 for more detail). The annual transfer was postponed for FY2021 & FY2022 due to the pandemic, but was restored for FY2023 and continues in FY2024 & FY2025. This transfer is funded from Free Cash.



# Undistributed Expenses

# Section 6-21

	FY2020	FY2021	FY2022	FY2023	FY2023	FY2024
	BUDGETED <sup>9</sup>	BUDGETED	BUDGETED	BUDGETED	SIX MONTHS	PROPOSED
<b>TOWN MEETING</b>						
<b>SPECIAL WARRANT ARTICLES</b>						
<b>Expenses</b>						
52012 Fire Ambulance Replacement	315,000					
52020 Fire Station Phase I	3,500,000					
52014 DPW One-Ton Dump Truck	90,000					
52015 DPW 20-Ton Dump Truck	271,000					
52017 Water/Sewer Garage Design	75,000					
52018 Assabet Water Tank Rehab	70,000					
52019 School K-8 Security Upgrades	185,000					
52113 Town Offices Feasibility		100,000				
52114 DPW Wing Mower		75,000				
52116 DPW Generator		35,000				
52117 Assabet Park Improvements		102,775				
52122 Water/Sewer Garage Const		900,000				
52123 Assabet Water Tank Rehab		725,000				
52124 MMS Accessibility & Parking Lot		50,000				
52212 Fire Dept Pickup Truck			80,000			
52213 Fire Command Vehicle			76,000			
52215 DPW One-ton Dump Truck			115,000			
52216 DPW One-ton Pickup Truck			74,000			
52217 Water/Sewer SCADA System			500,000			
52218 <sup>10</sup> Water Reservoir Dam Compliance			200,000			
52219 Water/Sewer Utility Tractor			80,000			
52220 Pickleball Courts (CPA)			290,250			
52312 Fire Dept Ambulance				400,000		
52314 DPW Culvert Replacements				300,000		
52315 DPW One-Ton Dump Truck				130,000		
52316 DPW 20-Ton Pickup Truck				340,000		
52317 DPW Loader Replacement				290,000		
52318 DPW Backhoe Replacement				195,000		
52319 Master Plan Downtown Study				150,000		
52320 Sewer – Inflow & Infiltration				360,000		

<sup>9</sup> Amounts in the table reflect the total budget for the article in the column of the year proposed. Warrant articles are generally multi-year and reflect transfers from the General Fund to Capital Project Funds or Borrowing Authorizations rather than actual expenditures, which may cross fiscal years, therefore the depiction of budget rather than actual expenditures is used in this case.

<sup>10</sup> 2021 Town Meeting Warrant Article #18 includes an appropriation for \$50,000, but the full project cost is \$200,000 with the remaining \$150,000 in additional funds coming from a non-appropriated grant

# Section 6-22

# Undistributed Expenses



(Continued)

FY2020      FY2021      FY2022      FY2023      FY2023      FY2024  
 BUDGETED<sup>11</sup>    BUDGETED    BUDGETED    BUDGETED    SIX MONTHS    PROPOSED

**TOWN MEETING  
 SPECIAL WARRANT ARTICLES**

Expenses							
52413	Opioid Settlement Fund						107,123
52415*	Police Cruiser Replacements	145,000	50,000	150,000	165,000		190,000
52416	Police Station Painting						70,000
52417	Fire Engine Replacement						900,000
52418*	DPW Road Improvements	300,000	300,000	310,000	454,000		300,000
52419	DPW 20-Ton Dump Truck						355,000
52420	DPW Highway Garage Tight Tank						475,000
52421	DPW One-Ton Truck						150,000
52422	DPW 15-Ton Dump Truck						225,000
52423	Water/Sewer SCADA Phase 2						125,000
52424	Zeh School Entrance Repairs						40,000
52425**	ARHS Athletic Complex						4,961,713
	<b>SUBTOTAL</b>	<b>4,951,000</b>	<b>2,337,775</b>	<b>1,875,250</b>	<b>2,784,000</b>		<b>7,898,836</b>
59810	Reserve Fund	175,000	375,000	175,000	175,000		175,000
59950	Stabilization Fund	200,000	0	0	200,000		200,000
	<b>TOTAL</b>	<b>5,326,000</b>	<b>2,712,775</b>	<b>2,050,250</b>	<b>3,159,000</b>		<b>8,273,836</b>

\*Multiple account numbers combined for display purposes

\*\*Article at Town Meeting will be to authorize total project cost of \$7,960,393, while amount shown in table reflects Northborough's estimated 62.33% share

<sup>11</sup> Amounts in the table reflect the total budget for the article in the column of the year proposed. Warrant articles are generally multi-year and reflect transfers from the General Fund to Capital Project Funds or Borrowing Authorizations rather than actual expenditures, which may cross fiscal years, therefore the depiction of budget rather than actual expenditures is used in this case.