



Article 10: FY21 Budget

ARTICLE 10. That the Town raise and appropriate the sum of \$44,995,368, transfer \$145,587 from the Parking Meter Fund, transfer \$184,565 from the Cemetery Fund, transfer \$205,292 from the Recreation Fund, transfer \$262,165 from the Sewer Fund, transfer \$728,557 from the Water Fund, transfer \$584,136 from the Light Fund, transfer \$148,560 from the Solid Waste Fund, transfer \$83,534 from the Swim & Fitness Fund, transfer \$38,613 from the Telecom Fund, transfer \$170,880 from the Emergency Services Stabilization Fund, transfer \$3,500 from Transportation Network Fees, transfer \$1,802 from PEG Access Fund and transfer a total of \$558,841 from accounts requiring no further appropriation, for a total appropriation under Article 10 of \$48,111,400, as printed in the warrant, as Fiscal 2021 Proposal, Items 1 – 16, for the necessary and expedient purposes of the Town for the Fiscal Year ending June 30, 2021, and that the same be expended only for such purposes under the direction of the Town Manager; and further, that the Town Manager is authorized to turn in or sell at public auction surplus equipment, the amount allowed or received therefore to be applied against the purchase of new equipment; and that the Town appropriate and transfer the sum of \$1,000 from the Dog Inoculation Fees Reserve Account for the cost of the Board of Health's Rabies Clinic; and further that the Town appropriate \$126,334.42 from the Title 5 Septic Loan Betterment Reserve Account to meet the loan payments to the Massachusetts Clean Water Trust due and payable during FY2021.



Article 10: FY21 Budget

- The proposed budget is in conformance with the Finance Committee Guideline:
 - 2.5% increase in General Fund Appropriation



Budget Highlights

- New budget book format
- Consolidation of budget line items to reflect functional oversight and improve flexibility
- Fire Dept. command structure change
- Increased legal services budget
- 2 new positions (Dispatcher and Land Manager)
 - Net .46 decrease in FTEs funded by GF



FTE Analysis

- Since FY15, 52 additional FTEs (including enterprise funds)
 - CMLP, Fire, and IT combine for 15 of that total
 - Total FTEs in FY21=247.76 GF/117.5 Enterprise/Revolving
 - 14% increase over 5 years
- Additions largely result of:
 - Service expansion (West Concord Fire Station, Broadband)
 - Increased demands for service (Library, EMS calls)
 - Expanded roles (new boards/committees, PEG, Facilities)
 - Emerging needs (Municipal Archivist, Tourism, Sustainability)



ARTICLE 10: FY21 Town Budget

FY2021 Town Budget- Recommendation Includes:

- **General Government:**
 - Consolidation of building expenses in Facilities Division- \$10k savings
 - Additional funding for Legal Services- \$94k
 - Economic Vitality Coordinator combined with Tourism Coordinator- \$12k
 - Part-time position added to Visitor's Center- \$12k
- **Finance:**
 - Retirement System staff salaries not paid through Town Budget; expenditure reduction offset by credit reduction
- **DPLM:**
 - Land Manager position added to DPLM- \$26k net (\$36k offset)
 - Reduction in Inspections as Tree Preservation Bylaw enforcement transferred to Land Manager



FY2021 Town Budget- Recommendation Includes:

- **Public Safety:**
 - Fire Department command structure change- \$44k
 - Second dispatcher on overnight shift- \$40k
 - Planned reduction in support from Emergency Services Stabilization Fund- \$124k
 - Attrition savings- \$277k
- **Public Works:**
 - Replacement of fuel depot- \$20k
 - Decrease in cost of street lighting due to efficient fixtures- \$12k
- **Human Services:**
 - Attrition savings, Library- \$32k
 - Market adjustment, Social Services- \$25k



FY2021 Town Budget- Recommendation Includes:

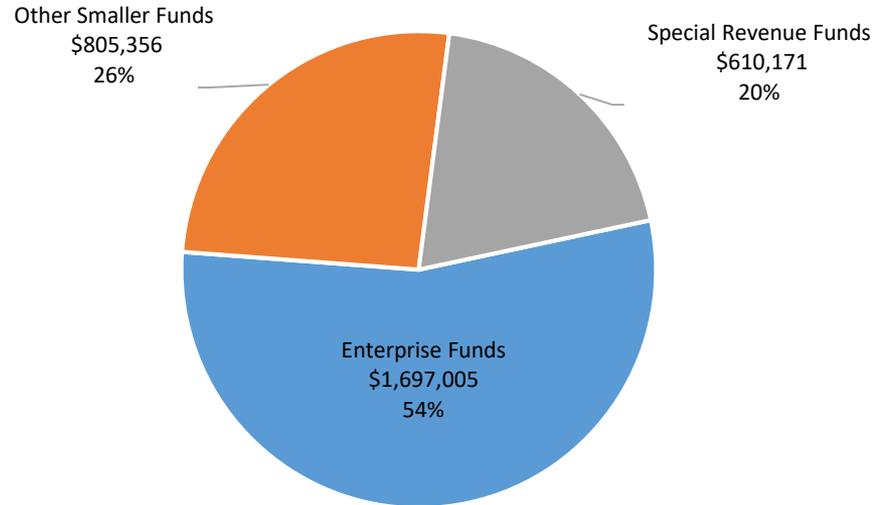
- Other
 - Salary Grid Adjustments- \$500k
 - Capital Outlay & Debt authorized in one warrant article
- Total attrition savings:
 - \$350k+
 - 7 Firefighters; 14 Police; Town Manager; Special Collections Curator
 - Attrition savings will not continue as new employees advance in compensation plan
 - Offset somewhat by increases in training costs



Transfer/ credit summary

FY21 Proposed Interfund Transfers

Totaling \$3,112,531



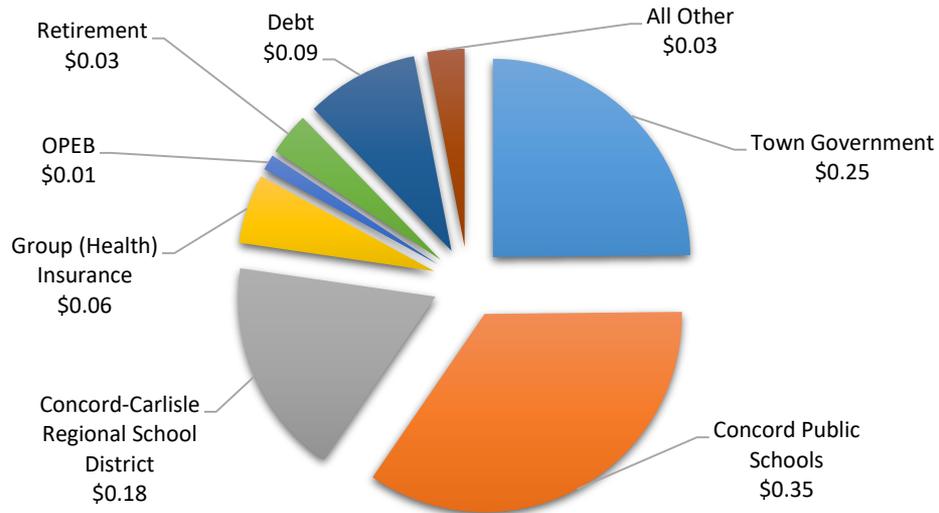


ARTICLE 10: FY21 Town Budget

	FY20 Budget	FY21 <u>Proposed</u>	Change (FY20 to FY21)	
			<u>Amount</u>	<u>Percent</u>
Town Government				
General Fund Portion	\$25,299,513	\$26,017,179	\$717,666	2.84%
Transfers	<u>\$3,407,135</u>	<u>\$3,112,531</u>	- <u>\$294,604</u>	- <u>8.65%</u>
Total Appropriation	\$28,706,648	\$29,129,710	\$423,062	1.47%
Concord Public Schools	\$39,390,163	\$40,782,874	\$1,392,711	3.35%
Concord-Carlisle RSD	\$19,996,874	\$20,746,322	\$749,448	3.75%
Subtotal	\$88,093,685	\$90,658,906	\$2,565,221	2.91%
All Other Accounts	\$25,923,736	\$26,828,485	\$904,749	3.49%
Total Budget Plan	\$114,017,421	\$117,487,390	\$3,469,970	3.04%



Allocation of Each Tax Dollar Raised





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FY20 budget Item no.	FY21 budget Item no.	FY20 Budget Heading	FY21 Budget Heading	FY20 Budget	FY21 Proposed
1.A.	1.A.	Town Manager's Office	Town Manager	\$ 702,371	\$ 707,457
1.B.	1.B.	Town Manager's Office	Human Resources	\$ 437,700	\$ 474,854
1.C.	N/A	Town Manager's Office	Facilities Management	\$ 434,773	\$ -
N/A	1.F.1	Town Manager's Office	Facilities Administration	\$ -	\$ 623,700
1.D.	1.F.3	Town Manager's Office	Resource Sustainability Fund	\$ 229,388	\$ 160,995
1.E.	1.F.4	Town Manager's Office	Visitor's Center and Restroom	\$ 105,760	\$ 29,765
N/A	1.E	Town Manager's Office	Economic Vitality and Tourism	\$ 89,238	\$ 112,400
1.F.	1.F.6	Town Manager's Office	37 Knox Trail	\$ 29,192	\$ 19,991
1.G.	1.F.5	Town Manager's Office	55 Church Street	\$ 116,714	\$ 109,376
1.H.	1.F.2	Town Manager's Office	Parks and Playgrounds	\$ 124,334	\$ 127,560
2	2	Legal Services	SUBTOTAL:	\$ 250,000	\$ 344,585



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3.A.	3.F	Elections and Registrars	Elections	\$ 42,653	\$ 76,176
3.B.	3G.	Elections and Registrars	Registrars	\$ 7,374	\$ 7,971
4	1.D	Town Meeting and Reports		\$ 100,250	\$ 101,225
5.A.	4.A	Planning	Planning Administration	\$ 518,336	\$ 562,302
5.B.	4.B	Planning	Natural Resources	\$ 296,000	\$ 345,173
5.C.	4.C	Planning	Inspections	\$ 487,309	\$ 459,084
5.D.	4.D	Planning	Health	\$ 453,886	\$ 444,182
6	4.E	141 Keys Road	SUBTOTAL:	\$ 74,433	\$ 48,199
7		Finance Committee	SUBTOTAL:	\$ 3,410	\$ -
8.A	3.A	Finance Dept.	Finance Administration	\$ 696,555	\$ 610,679
8.B	3.B	Finance Dept.	Treasurer-Collector	\$ 510,733	\$ 507,240
8.C.	3.C	Finance Dept.	Town Accountant	\$ 321,271	\$ 347,020
8.D.	3.D	Finance Dept.	Assessors	\$ 438,001	\$ 452,553
8.E.	3.E	Finance Dept.	Town Clerk	\$ 266,738	\$ 371,934



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9	1.C	Information Systems		\$ 1,189,082	\$ 1,088,066
10		Town House		\$ 152,107	\$ -
11	6.A	Police Dept.		\$ 4,906,210	\$ 4,624,613
12	6.D	Fire Dept.		\$ 5,206,056	\$ 5,291,544
13	6.F	West Concord Fire Station		\$ 35,769	\$ 20,738
14	6.C	Police-Fire Station		\$ 261,627	\$ 231,869
15	6.E	Emergency Management		\$ 16,060	\$ 16,000
16	6.B	Animal Control Officer		\$ 27,236	\$ 27,500
17.A	7.A	Public Works	CPW Administration	\$ 424,718	\$ 446,983
17.B.	7.B	Public Works	Engineering	\$ 726,156	\$ 684,215
17.C.	7.C	Public Works	Highway Maintenance	\$ 1,479,266	\$ 1,536,162
17.D	7.E	Public Works	Parks and Trees	\$ 826,590	\$ 790,881
17.E	7.F	Public Works	Cemetery	\$ 241,533	\$ 257,789



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18	7.D	Snow and Ice Removal		\$ 625,000	\$ -
19	7.I	Street lighting		\$ 57,400	\$ 45,000
20	7.H.4	CPW Equipment		\$ 325,000	\$ -
21	7.H.2	Drainage Program		\$ 205,000	\$ -
22	7.H.3	Sidewalk Management		\$ 125,000	\$ -
23	7.H.1	Road improvements		\$ 100,000	\$ -
24	7.G	133/135 Keyes Road		\$ 148,660	\$ 124,923
25	5.A	Library		\$ 2,351,798	\$ 2,380,484
26.A	5.D		Human Services	\$ 68,335	\$ 71,084
26.B	5.B.1		Senior Services	\$ 577,880	\$ 663,216
26.C	5.C.1		Recreation Services	\$ 108,376	\$ 118,882
27	5.B.2	Harvey Wheeler		\$ 115,133	\$ 93,548
28	5.C.2	Hunt Recreation Center		\$ 113,759	\$ 103,628
29	5.E	Veterans		\$ 86,696	\$ 74,646
30	5.F	Ceremonies and Celebrations		\$ 19,030	\$ 29,631



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31.A	8.A	Town Employee Benefits	Unused sick leave	\$ 90,000	\$ 65,000
31.B	8.B	Town Employee Benefits	Public safety disability	\$ 2,500	\$ 2,500
31.C	8.C	Town Employee Benefits	Employee assistance program	\$ 7,500	\$ 7,500
32	9	Reserve Fund		\$ 225,000	\$ 225,000
33	10	Salary Reserve		\$ 1,168,988	\$ 500,000
34	11	Land Fund		\$ 10,000	\$ 10,000
35.A	12.A	Insurance	Group insurance	\$ 5,966,069	\$ 6,622,337
35.B	12.B	Insurance	OPEB	\$ 1,697,850	\$ 1,500,000
35.C	12.C	Insurance	Property/liability	\$ 288,750	\$ 300,000
36.A	13.A	Unemployment/workers comp	Unemployment	\$ 110,000	\$ 110,000
36.B	13.B	Unemployment/workers comp	Workers comp	\$ 100,000	\$ 110,500
37	14	Retirement		\$ 3,965,861	\$ 4,084,836
38	15	Social security and Medicare		\$ 800,000	\$ 866,864
39.A	16.A	Debt service	Long term debt	\$ 4,196,145	\$ 4,137,270
39.B	16.B	Debt service	Excluded debt	\$ 3,221,181	\$ 3,037,078



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