Town of Mansfield

Expenditure Budget Report

2018 Operating Budget

122 - SELECTMEN Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011222-530010	SELECTMEN - LEGAL FEES	$77,433.54	$80,000.00	$31,635.23	$80,000.00		
	Legal services agreement with Deutsch Williams is up for re-bid - $54,000 forecast for FY18. Other non-routine legal services as needed - $26,000 Total FY18 Budget request = $80,000						
011222-530011	SELECTMEN - ADVERTISING	$337.17	$500.00	$94.80	$500.00		
	Sun Chronicle ads, etc.						
011222-534005	SELECTMEN - PRINTING	$341.86	$1,000.00	$527.00	$1,000.00		
	Various plaques and awards given to members of the community and people who have served the Town admirably.						
011222-542000	SELECTMEN - OFFICE SUPPLIES	$927.06	$700.00	$45.55	$700.00		
	Various office supply needs.						
011222-573100	SELECTMEN - PROF DEVELOPMENT	$737.04	$3,800.00	$830.00	$4,000.00		
	Mass. Municipal Association annual dues - $2,700 Various other meeting reimbursements - $1,300 Total FY18 Budget request = $4,000						
EXPENSES Total:		**$79,776.67**	**$86,000.00**	**$33,132.58**	**$86,200.00**		
SELECTMEN Total:		**$79,776.67**	**$86,000.00**	**$33,132.58**	**$86,200.00**		

123 - TOWN MANAGER

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011231-511001	TOWN MANAGER - MANAGEMENT SALARIES	$107,232.17	$109,636.00	$50,500.80	$112,926.00		
	William R. Ross, Town Manager FY18 Salary - A 3% increase is forecast = $112,926. FY17 Salary divided up as 70% General Fund, 30% Enterprise Funds This is the 70% General Fund portion. Total FY18 Budget = $112,926.						
011231-511004	TOWN MANAGER - SECRETARIAL/CLERICAL	$110,886.47	$115,597.00	$55,616.84	$115,154.00		
	Deb Herbert - Town Manager's Confidential Secretary non-union position; a 3% increase is forecast for this position - FY18 salary = $63,654. Nancy Griffin - Selectmen's Confidential Secretary non-union position; a 3% increase is forecast for this position - FY18 salary = $51,500. Total FY18 Budget request = $115,154						
011231-513001	TOWN MANAGER - SCHEDULED OVERTIME	$3,938.91	$2,500.00	$1,775.47	$2,500.00		
	Selectmen's Confidential Secretary - night meetings at premium pay at time and 1/2. This is an estimate.						
011231-514006	TOWN MANAGER - LONGEVITY	$300.00	$300.00	$400.00	$800.00		
	Mr. Ross is eligible for this benefit this year - $400. Mrs. Herbert is eligible for this benefit this year - $400. Total FY18 Budget request = $800.						
011231-514007	TOWN MANAGER - SICK LEAVE INCENTIVE	$1,595.70			$2,000.00		
	Mr. Ross is eligible for this benefit this year.						
011231-514010	TOWN MANAGER - PERS SERV ADJUST		$20,000.00		$30,000.00		
	This budget is used to mitigate pay increases agreed to in union negotiations and to give merit increases to non-union employees. Five of the Town's union contracts expire in FY18 The full name of this account is "Personal Services Adjustments".						
011231-517000	TOWN MANAGER - EMPLOYEE BENEFITS	$82,365.48	$86,668.00	$61,359.49	$91,227.00		
	Estimated benefits for active and retired employees of this department.						
011231-519001	TOWN MANAGER-TUITION	$699.00	$800.00		$800.00		
011231-519006	TOWN MANAGER - STIPENDS	$6,045.68	$6,000.00	$2,769.12	$6,000.00		
	Town Manager's automobile stipend as per contract.						
PERSONAL SERVICES Total:		**$313,063.41**	**$341,501.00**	**$172,421.72**	**$361,407.00**		

123 - TOWN MANAGER							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011232-530000	TOWN MANAGER - PROF/TECH SRVCS	$2,125.00	$4,000.00		$4,000.00		
	This budget is to fund any professional services or repairs needed during the year.						
011232-530010	TOWN MANAGER - LEGAL FEES	$73,351.21	$80,000.00	$39,101.12	$90,000.00		
	This budget is used to pay the Town's labor counsel for contract negotiations, labor disputes, and personnel-related matters. This budget is also used for other legal matters. Some of the Town's labor contracts are up for renewal in FY18						
011232-530011	TOWN MANAGER - ADVERTISING						
011232-534001	TOWN MANAGER - TELEPHONE	$681.60	$500.00	$256.85	$500.00		
	Town Manager's cell phone usage is approximately $41 per month.						
011232-534005	TOWN MANAGER - PRINTING	$8,996.92	$15,000.00	$240.19	$12,000.00		
	This budget reflects the costs associated with the printing of all Annual Town Meeting warrants, the Annual Town Report, and other Town Manager-related printing needs.						
011232-542000	TOWN MANAGER - OFFICE SUPPLIES	$852.75	$700.00	$232.27	$700.00		
	This budget is to pay for any Town Manager-related office supplies.						
011232-551012	TOWN MANAGER - BOOKS/REFERENCES	$2,489.08	$1,000.00		$1,000.00		
	This budget is for reference materials purchased on various subjects. Some material is shared with other departments (personnel policies, etc.).						
011232-571000	TOWN MANAGER - TRANSPORT IN-STATE			$10.00			
011232-572000	TOWN MANAGER - OUT OF STATE TRAVEL	$303.20		$520.20	$600.00		
011232-573100	TOWN MANAGER - PROF DEVELOPMENT	$8,614.24	$10,000.00	$7,260.88	$10,000.00		
	This is to pay for the Town Manager to attend various conferences, meetings, and conventions. It also pays for the Town Manager's membership in the International City/County Management Association (ICMA), International Public Management Association (IPMA), Massachusetts Municipal Management Association (MMMA), and the Massachusetts Municipal Association (MMA).						
EXPENSES Total:		**$97,414.00**	**$111,200.00**	**$47,621.51**	**$118,800.00**		
TOWN MANAGER Total:		**$410,477.41**	**$452,701.00**	**$220,043.23**	**$480,207.00**		

124 - TOWN MGR. - ENCUMBRANCES							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011242-558012	TOWN MANAGER - BOOKS/REFERENCES	$184.62					
EXPENSES Total:		**$184.62**					
TOWN MGR. - ENCUMBRANCES Total:		**$184.62**					

131 - FINANCE COMMITTEE

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011311-511004	FINANCE COMM - SECRETARY	$1,832.28	$5,000.00				
	This budget has been combined into the Boards/Committees - Secretarial/Clerical budget line item.						
PERSONAL SERVICES Total:		**$1,832.28**	**$5,000.00**				
011312-573100	FINANCE COMM - PROF DEVELOPMENT	$273.00	$2,500.00	$318.00	$2,500.00		
	ATFC Membership Dues and Finance Seminars/Workshops						
011312-579000	FINANCE COMM - RESERVE FUND		$361,500.00		$375,000.00		
	This budget is controlled by the Finance Committee as allowed by MGL Chapter 40 Section 6. It is to be used for "extraordinary or unforeseen" expenditures during the course of the fiscal year. Also, $500,000 has been added to this budget to offset any unforeseen increase to the School's Special Education expenditures in FY18. Town Manager's comment: This amount complies with the Town's adopted Reserve Fund Policy. Town Manager's further comment: The $500,000 Special Education reserve has been removed from this budget.						
EXPENSES Total:		**$273.00**	**$364,000.00**	**$318.00**	**$377,500.00**		
FINANCE COMMITTEE Total:		**$2,105.28**	**$369,000.00**	**$318.00**	**$377,500.00**		

133 - FINANCE - TREASURER/COLLECTOR

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011331-511001	TREAS/COLL - MANAGEMENT SALARIES	$85,735.25	$93,565.00	$43,100.64	$97,445.00		
	Treas/Coll (DOH 2/17/14) - Step J8 (Step increase per contract) Annual $97,444.96, Wkly $1,873.94; Total $97,444.96						
011331-511002	TREAS/COLL - SUPERVISORY SALARIES	$61,357.34	$64,582.00	$29,749.68	$65,747.00		
	Barbara Guilbault (DOH 7/17/14) - Step D5 Annual $65,746.42, Wkly $1,264.35; Total $65,746.42						
011331-511004	TREAS/COLL - SECRETARIAL/CLERICAL	$162,669.75	$165,600.00	$76,283.74	$171,354.00		
	Eileen Baldasarre (DOH 1/5/16) - Step B4 (Step increase per contract) Annual $48,304.19, Wkly $928.93; Total $48,304.19						
	Kathryn Colleran (DOH 10/15/01) - Step C9 Annual $27,824.78, Wkly $535.09; Total $27,824.78						
	Wendy Cutillo (DOH 5/23/11) - Step B4 (Step increase per contract) Annual $48,304.19, Wkly $928.93; Total $48,304.19						
	Kathy Nelson (DOH 1/5/15) - Step B3 Annual $46,920.51, Wkly $902.32; Total $46,920.51						
011331-514006	TREAS/COLL - LONGEVITY	$950.00	$950.00	$950.00	$950.00		
	Kathryn Colleran 16 years as of 10/15/17 - $525 Wendy Barnes-Cutillo 7 years as of 5/23/17 - $425						
011331-514007	TREAS/COLL - SICK LEAVE INCENTIVE		$1,128.00		$1,172.00		
	K. Colleran (Max. 16 hours) $428.07 W. Cutillo (Max. 4 days) $743.14						
011331-517000	TREAS/COLL - EMPLOYEE BENEFITS	$199,012.85	$229,855.00	$194,866.99	$245,883.00		
	Estimated benefits for active and retired employees of this department.						
011331-519005	TREAS/COLL - UNUSED SICK LV BUYBACK	$3,262.09					
011331-519011	TREAS/COLL - UNUSED VAC BUYBACK	$3,467.15					
PERSONAL SERVICES Total:		**$516,454.43**	**$555,680.00**	**$344,951.05**	**$582,551.00**		

133 - FINANCE - TREASURER/COLLECTOR

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011332-524007	TREAS/COLL - REP. & MAINT OFFICE EQ	$3,535.56	$4,000.00	$1,767.78	$4,000.00		
	Neopost (checker stuffer machine) $3,550 Other: $450						
011332-530000	TREAS/COLL - PROF/TECH SRVCS	$61,130.75	$70,000.00	$20,900.37	$72,000.00		
	Bill Printer - $5,000 (Globe) Lockbox - $7,000 (Eastern Bank & NE Money) Payroll Service $54,000 (Town & School) $2,000 increase to cover 1095C Forms Other - $6,000 (Includes FA & Bank Fees, Unemployment Service Fee, Shredding)						
011332-530010	TREAS/COLL - LEGAL FEES	$13,195.10	$2,000.00	$2,472.42	$17,000.00		
	Legal fees for Tax Title attorney, Land Court and Registry of Deed filings, title research. Expenses related to tax takings.						
011332-530011	TREAS/COLL - ADVERTISING	$1,812.48	$3,000.00		$3,000.00		
	Advertising related to tax takings, tailings and job postings.						
011332-542000	TREAS/COLL - OFFICE SUPPLIES	$1,444.79	$2,000.00	$480.84	$2,000.00		
	Various Office Supplies						
011332-573100	TREAS/COLL - PROF. DEVELOPMENT	$1,933.27	$2,000.00	$1,258.86	$2,000.00		
	Conferences and education required for Treasurer and Asst. Treasurer to maintain certification. Association dues and meetings.						
EXPENSES Total:		**$83,051.95**	**$83,000.00**	**$26,880.27**	**$100,000.00**		
FINANCE - TREASURER/COLLECTOR		**$599,506.38**	**$638,680.00**	**$371,831.32**	**$682,551.00**		

134 - FINANCE - FINANCE DIRECTOR

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011341-511001	FINANCE DIRECTOR - MGMT SALARIES	$110,295.40	$114,936.00	$53,244.14	$114,786.00		
	John Stanbrook - Finance Director/Town Accountant. This budget line item consists of the Finance Director/Town Accountant's FY17 salary with a potential 2% increase added for FY18. The MFN District Treasurer position is an unpaid position.						
011341-511003	FINANCE DIRECTOR - TECHNICAL SUPPT	$54,803.04	$59,180.00	$27,261.10	$60,240.00		
	Eleanor Lallier - Assistant Town Accountant - Non-Supervisory Bargaining Unit D2. This budget line item consists of the Assistant Town Accountant's contracted FY17 salary with a potential 2% increase added for FY18.						
011341-511004	FINANCE DIRECTOR - SEC/CLERICAL	$47,322.75	$49,332.00	$22,725.11	$92,863.00		
	Jennifer Kinney - Full-time Bookkeeper - Clerical Bargaining Unit B6 - This budget line item consists of the Full-time Bookkeeper's contracted FY17 salary with a potential 2% increase added for FY18. Town Manager's comment: A new position will be added to this department as per the external auditor's FY16 Audit Management Letter. Full-time Bookkeeper Clerical Bargaining Unit B1 plus a 2% projected increase: $42,647.						
011341-513002	FINANCE DIRECTOR - UNSCHEDULED OT	$1,925.60	$4,000.00	$914.63	$4,000.00		
	This budget line item is for the Assistant Town Accountant and the Full-Time Bookkeeper to work on additional projects as outlined in the Town's Financial Operations report authored by Certified Public Accountants Malloy, Lynch, and Bienvenue LLP.						
011341-514006	FINANCE DIRECTOR - LONGEVITY	$1,250.00	$1,300.00	$1,375.00	$1,375.00		
	Finance Director/Town Accountant - 7 years with the Town - $400 Assistant Town Accountant - 16 years with the Town - $500 Full-time Bookkeeper - 11 years with the Town - $475 as per Union contracts						
011341-514007	FINANCE DIRECTOR - SICK LV INCENT.	$1,252.80	$2,043.00		$4,040.00		
	The Assistant Town Accountant has 6 sick days that could be bought back (as per Union contract). The Finance Director/Town Accountant has 6 sick days that could be potentially bought back.						
011341-517000	FINANCE DIRECTOR - EMP BENEFITS	$100,465.83	$113,079.00	$77,301.21	$112,120.00		
	Estimated benefits for active and retired employees of this department.						
011341-519005	FINANCE DIR - UNUSED SICK BUYBACK				$8,019.00		
	In FY18, the Assistant Town Accountant will retire. This budget is to pay her for unused sick time as per Union contract.						
011341-519011	FINANCE DIRECTOR - VAC BUYBACK				$9,270.00		
	In FY18, the Assistant Town Accountant will retire. This budget is to pay her for unused vacation time as per Union contract.						

134 - FINANCE - FINANCE DIRECTOR

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
PERSONAL SERVICES Total:		**$317,315.42**	**$343,870.00**	**$182,821.19**	**$406,713.00**		
011342-530000	FINANCE DIRECTOR - PROF & TECH SERV	$2,806.24	$8,500.00	$225.00	$1,384.00		
	This budget line item is used to pay for the Town's annual update to the Governmental Accounting Standards Board (GASB) Statement No. 45 Other Post-Employment Benefits (OPEB) report and for secure document destruction services..						
011342-530008	FINANCE DIRECTOR - TRAINING SEMINAR	$1,279.98	$650.00		$2,500.00		
	The Finance Director/Town Accountant will attend a Treasurer/Collector certification class in Amherst. The new Assistant Town Accountant and the Bookkeeper will attend an Accounting certification class in Amherst.						
011342-530009	FINANCE DIRECTOR - EXTERNAL AUDIT	$33,600.00	$32,000.00	$15,000.00	$32,000.00		
	This is the General Fund's portion of the Town-wide Audit as per current indirect cost methodology. The FY18 External Audit cost will be broken down as follows: $18,000.00 MMED $32,000.00 General Fund $5,000.00 Sewer Enterprise Fund $5,000.00 Water Enterprise Fund Total FY18 External Audit cost = $60,000.00						
011342-542000	FINANCE DIRECTOR - OFFICE SUPPLIES	$1,297.84	$500.00	$101.47	$1,300.00		
	This line item is for general office supplies, boxes, and other miscellaneous supplies.						
011342-573100	FINANCE DIRECTOR - PROF DEVELOPMENT	$1,877.31	$1,900.00	$788.65	$2,500.00		
	The Finance Director/Town Accountant will attend a MA Certified Public Procurement Official (MCPPO) designation.recertification class. The new Assistant Accountant and the Full-time Bookkeeper will seek their MCPPO designation.						
EXPENSES Total:		**$40,861.37**	**$43,550.00**	**$16,115.12**	**$39,684.00**		
FINANCE - FINANCE DIRECTOR Total:		**$358,176.79**	**$387,420.00**	**$198,936.31**	**$446,397.00**		

137 - FINANCE - ASSESSORS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
011371-511001	ASSESSORS - MANAGEMENT SALARIES	$82,520.45	$87,034.00	$40,092.27	$88,603.00		
	Nancy L. Hinote, Assistant Assessor/Office Manager Supervisory Union, Step 11						
011371-511004	ASSESSORS - SECRETARIAL/CLERICAL	$41,338.50	$42,256.00	$19,464.96	$45,128.00		
	Donna Linfield, Clerk SPEA Union, Step 3						
011371-514006	ASSESSORS - LONGEVITY	$425.00	$425.00	$425.00	$425.00		
	Nancy L. Hinote						
011371-517000	ASSESSORS - EMPLOYEE BENEFITS	$128,362.31	$135,793.00	$108,802.42	$131,987.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$252,646.26**	**$265,508.00**	**$168,784.65**	**$266,143.00**		
011372-524007	ASSESSORS - REPAIR & MAINT EQPMT	$148.45	$150.00	$217.90	$150.00		
	Repairs to Time Clock						
011372-530008	ASSESSORS - TRAINING SEMINARS	$570.69	$800.00	$40.00	$800.00		
011372-530018	ASSESSORS - ASSESSMENT SERVICES	$12,550.00	$18,010.00	$6,510.00	$29,170.00		
	Vision & RRC Software, RE & PP Interim Year, Res & Com Permits, Solar Farm Appraisal						
011372-530019	ASSESSORS - APPRSAL/DEFENSE FEES	$7,053.30	$7,000.00	$3,757.50	$7,000.00		
011372-542000	ASSESSORS - OFFICE SUPPLIES	$483.78	$560.00	$254.45	$560.00		
011372-573100	ASSESSORS - PROF DEVELOPMENT	$712.44	$800.00	$200.00	$800.00		
EXPENSES Total:		**$21,518.66**	**$27,320.00**	**$10,979.85**	**$38,480.00**		
FINANCE - ASSESSORS Total:		**$274,164.92**	**$292,828.00**	**$179,764.50**	**$304,623.00**		

138 - FINANCE - PROCUREMENT

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011381-511001	PROCUREMENT - MANAGEMENT SALARIES				$32,000.00		
	Procurement Director - This is a new position that was recommended by the operational study done by Malloy, Lynch Bienvenue, CPAs. This position will perform all procurements for the Town, School, and Enterprise funds. This position will also manage all ongoing capital projects and all articles that have been approved by the Capital Improvement Planning Committee. The total FY18 salary is $92,000. The salary for this position is proposed to be broken down as follows: $32,000 - Town General Fund; School General Fund- $15,000; Sewer Enterprise - $15,000; Water Enterprise - $15,000; Electric Department - $15,000.						
011381-511004	PROCUREMENT - SECRETARIAL/CLERICAL				$20,788.00		
	This is a new position that will help support the Procurement Director. This position will be part-time and will print contracts and bid documents, post notices as required by law, handle public inquiries, and assist the Procurement Director at bid openings. FY18 Budget = $21.04 per hour times 19 hours per week = $399.76 per week = $20,788 per year.						
011381-513030	PROCUREMENT - UNSCHEDULED OVERTIME				$1,000.00		
	This budget will pay any overtime required to complete any Procurement-related tasks.						
011381-514006	PROCUREMENT - LONGEVITY				$675.00		
	The Procurement Director may be an existing Town employee; this longevity amount is the maximum that can be given to Town employees for longevity payments.						
011381-517000	PROCUREMENT - EMPLOYEE BENEFITS				$25,000.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:					**$79,463.00**		
011382-530000	PROCUREMENT-PROFESSIONAL & TECH				$5,000.00		
	This budget is to pay for any professional or technical assistance that the Procurement Director needs to carry out proper bidding procedures.						
011382-530011	PROCUREMENT - ADVERTISING				$15,000.00		
	This budget is to pay for required advertising for all procurement-related documents.						
011382-534001	PROCUREMENT - TELEPHONE				$2,000.00		
	This budget is to pay for the Procurement Director's cell phone.						
011382-534005	PROCUREMENT - PRINTING				$8,000.00		
	This budget is to pay for all Procurement-related printing costs.						
011382-542000	PROCUREMENT - OFFICE SUPPLIES				$5,000.00		
	This budget is to pay for Procurement-related office supplies such as printers, toner, ink, and paper.						

138 - FINANCE - PROCUREMENT							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011382-558012	PROCUREMENT - BOOKS/REFERENCES				$1,000.00		
	This budget is to pay for any reference materials or publications that the Procurement Director is required to purchase.						
EXPENSES Total:					**$36,000.00**		
FINANCE - PROCUREMENT Total:					**$115,463.00**		

142 - FINANCE-ASSESSORS REVALUATION

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011429-530020	REVALUATION-TRIENNIAL	$58,535.34	$58,464.66	$54,644.66	$30,000.00		
	This budget is the first installment towards FY22 state mandated revaluation. Total revaluation cost in FY22 estimated at $150,000.						
011429-530026	ASSESSORS-9 YR CYCLICAL INSP		$30,000.00		$30,000.00		
	This budget's purpose is to pay for the next 9 year cyclical inspection required in FY23. The estimated cost of this cyclical inspection is $240,000.						
ARTICLES Total:		**$58,535.34**	**$88,464.66**	**$54,644.66**	**$60,000.00**		
FINANCE-ASSESSORS REVALUATION		**$58,535.34**	**$88,464.66**	**$54,644.66**	**$60,000.00**		

152 - PERSONNEL Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011521-511001	PERSONNEL - MANAGEMENT SALARIES	$50,472.01	$43,865.00	$20,203.71	$45,270.00		
	Patricia Firing - Director of Human Resources - FY18 salary = $105,277 FY17 Salary + anticipated 2% increase Ms. Firing's pay will be broken down as follows: $45,270- General Fund Town Budget; $7,370 - Electric Department; $52,637 School Department.						
011521-517000	PERSONNEL - EMPLOYEE BENEFITS	$12,049.33	$13,387.00	$7,264.15	$13,053.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$62,521.34**	**$57,252.00**	**$27,467.86**	**$58,323.00**		
011522-530000	PERSONNEL - PROFESSIONAL/TECHNICAL		$2,000.00		$2,000.00		
	This budget line is for hiring of outside consultants and vendors.						
011522-530008	PERSONNEL - TRAINING SEMINARS		$8,000.00	$121.73	$8,000.00		
	Employee training for software, benefits, healthcare education, retirement/financial planning, customer service, communication skills, and new hire orientation.						
011522-542000	PERSONNEL - OFFICE SUPPLIES	$1,523.17	$1,000.00	$141.25	$1,000.00		
	Color printing for training program materials, binders, etc.; org chart software.						
011522-558012	PERSONNEL - BOOKS/REFERENCES	$1,195.00	$500.00		$1,000.00		
	Manuals and/or periodicals needed that are related to the Human Resources profession.						
011522-573100	PERSONNEL - PROF DEVELOPMENT	$770.20	$1,250.00	$435.00	$1,250.00		
	Memberships, conferences, and other programs						
011522-578008	PERSONNEL - STAFF RECRUIT & DEVELOP	$19,596.69	$15,000.00	$4,350.18	$15,000.00		
	Recruiting, background checks, etc. related to employment						
011522-578009	PERSONNEL - DRUG/ALCOHOL TESTING	$2,220.00	$2,000.00	$900.00	$1,000.00		
	Quarterly drug/alcohol testing; also pre-employment physicals and drug screenings.						
EXPENSES Total:		**$25,305.06**	**$29,750.00**	**$5,948.16**	**$29,250.00**		
011528-578008	PERSONNEL- STAFF RECRUITMENT	$86.00					
PRIOR YEAR BILLS Total:		**$86.00**					
PERSONNEL Total:		**$87,912.40**	**$87,002.00**	**$33,416.02**	**$87,573.00**		

153 - PERSONNEL - ENCUMBRANCES							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011532-578008	PERSONNEL - STAFF RECRUITMENT	$238.00	$9,700.00				
EXPENSES Total:		**$238.00**	**$9,700.00**				
PERSONNEL - ENCUMBRANCES Total:		**$238.00**	**$9,700.00**				

154 - FINANCE - MIS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011541-511001	MIS - MANAGEMENT SALARIES	$71,858.68	$75,602.00	$34,821.60	$76,955.00		
	Sacha Zlatkova, Information Technology Systems Director Grade I, Step 2, FTE, Supervisory Unit of USW Union 37.5 hrs/w Salary (based on 2% increase in FY18): weekly $1,479.92, yearly $76,955.73 Step increase: FY 2019 Start date: April 2, 2008						
011541-511002	MIS - GIS MANAGER	$86,401.31	$89,374.00	$41,166.00	$90,974.00		
	Xia Jin, GIS Manager Grade G, step 6, FTE, Non-Supervisory Unit of USW Union 37.5 hrs/w Salary: weekly $1,749.51, yearly $90,974.34 salary formation: G-6 (previous FY) with 2% increase in FY18 Start date: October 20, 2003						
011541-511003	MIS - TECHNICAL SUPPORT	$57,785.70	$61,518.00	$26,088.02	$62,021.00		
	Roberto Mendoza, IT Network Support Specialist Grade D, Step 3, FTE, Non-Supervisory Unit of USW Union 37.5 hrs/w Salary (based on 2% increase in FY18): weekly $1,192.71, yearly $62,021.02 Step increase due in FY19 Start date: November 8th, 2016						
011541-511004	MIS - SECRETARIAL/CLERICAL	$12,682.50	$14,100.00	$6,480.00	$14,320.00		
	Harold Kiley - Image Processing Analyst - PTE - 18 hrs/week Salary (based on 2% increase in FY18): hourly $15.30, weekly $275.40, yearly $14,320.80						
011541-511013	MIS-TECHNICAL SUPPORT PUBLIC SAFETY				$31,423.00		
	New Hire: Public Safety Technical Support Specialist, non-union equivalent to Grade D, Step 3; 19hrs/week Salary: hourly $31.81, weekly $604.31, yearly $31,423.93						
011541-512009	MIS - NETWORK REPAIR	$9,690.00	$15,720.00	$5,205.00	$23,868.00		
	Doug Collette, MIS Network Support Technician - PTE - $30/hr - Budgeted for 15 hrs/w - Salary (based on 2% increase in FY18): hourly $30.60, weekly $459, yearly $23,868						
011541-513001	MIS - SCHEDULED OVERTIME	$863.73	$2,000.00		$2,000.00		
	Scheduled Town Network services (maintenance and system upgrade)						
011541-513030	MIS - UNSCHEDULED OVERTIME	$1,900.53	$2,000.00	$654.46	$2,000.00		
	Repair of Town critical mission systems for unforeseen problems (Pub Safety, DPW, Finance, etc.)						

154 - FINANCE - MIS Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011541-514006	MIS - LONGEVITY	$825.00	$825.00	$825.00	$825.00		
	Xia Jin 14 years of service: $450 Sacha Zlatkova 9 years of service: $375 Total FY18: $825 Projection for FY19: Xia $450 Sacha $375						
011541-514007	MIS - SICK LEAVE INCENTIVE						
	There is no one from the MIS group eligible for sick time buy back Eligibility: over 60 days of sick time accrued (Supervisory and Non-supervisory unions) Calculation: Sick_Time_hours / 7.5						
011541-517000	MIS - EMPLOYEE BENEFITS	$27,228.45	$31,504.00	$16,112.88	$28,716.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$269,235.90**	**$292,643.00**	**$131,352.96**	**$333,102.00**		
011542-524006	MIS - REPAIRS & MAINTENANCE-NETWORK	$3,789.83	$8,500.00		$8,500.00		
	Repair/Maintenance/Upgrade of Town-wide fiber, switches and wireless network for unforeseen accidents or weather damage (Parts/Materials/Equipment).						
011542-524015	MIS - REPAIRS AND MAINT EQUIPMENT	$7,309.85	$8,000.00		$8,500.00		
	Service for equipment repairs/maintenance by State-contracted vendors.						
011542-524017	MIS - ANNUAL MAINTENANCE CONTRACTS	$59,199.90	$131,090.00	$69,598.34	$154,206.00		
	Vendor-System Start Date Expiration Date Note Cost						
	General or Sole Source Software & Services (sub-total $84,420):						
	Accela - SoftRight 7/1/2017 6/30/2020 (annual cost for a 3-yr contract) $37,800						
	Tyler Tech - Munis 7/1/2017 6/30/2018 $4,000						
	VEUWorks 7/1/2017 6/30/2018 $3,400						
	DLT Solutions - AutodeskLandDesktop 7/25/2015 7/24/2018 $0						
	HydroCAD 7/1/2016 7/16/2017 $300						
	Xavis - My Senior Center 9/1/2016 9/1/2017 $2,200						
	Social Services 7/1/2017 6/30/2018 $800						
	Faronics - Deep Freeze 12/20/2016 12/20/2019 ($412.50 3-yr support) $0						
	Duplitron - Laserfiche (imaging software and DB) 7/1/2017 6/30/2018 $9,020						
	WatchGuard (cruiser video server and software support 18 dev.) 1/2/2017 1/1/2022 $25,400						
	Dog Licensing 7/1/2017 6/30/2018 $1,500						
	Website Software & Services (sub-total $9,014):						
	Network Solutions - Town domain reservation 2/23/2016 2/23/2019 $0.00						
	GoDaddy - Library domain resernation 6/20/2016 6/20/2019 $0.00						
	GoDaddy - MFN domain resernation 9/4/2015 9/4/2018 $0.00						

154 - FINANCE - MIS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Ashdown Technologies - town website and DNS records hosting 7/1/2017 6/30/2018 $864.00						
	Siteimprove - websites integrity and statistics 9/1/2017 9/1/2018 $4,650.00						
	Plymouth Rocket - EventKeeper (town event calendar) 11/30/2017 11/30/2018 $500.00						
	Applied Geographics (viewer for Assessor GIS DB and web interface) 7/1/2017 6/30/2018 $3,000.00						
	Network Software & Services:						
	Network Security (sub-total $ 14,960):						
	Mimecast (email cloud security and fitering) 6/16/2017 6/30/2018 $7,300						
	Sophos (antivirus, email spam filter, firewall, $14,470 3-yr support) 8/30/2016 8/29/2019 $0						
	Flexera (vulnerability scanning and software patching management) 7/1/2017 6/30/2018 $6,000						
	Dell Auditor 3/2/2017 3/1/2018 $1,660						
	Virtualization (sub-total $ 11,400):						
	AdvizeX (support for hardware of ESX hosts) 7/31/2017 7/30/2018 $2,000						
	AdvizeX (Vmware vSphere 6) 3/3/2017 3/2/2018 $7,400						
	AdvizeX (Support for StoreVirtual data storage) 5/16/2017 5/15/2018 $2,000						
	Phone System (sub-total $ 19,500):						
	Carousel - Avaya VoIP 7/1/2017 6/30/2018 $19,500						
	Backups and Archiving (sub-total $ 14,912):						
	Unitrends (data and server backup system) 7/30/2017 7/29/2018 $2,000						
	Acronis (backup and recovery small devices) 7/1/2017 6/30/2018 $1,200						
	Barracuda (email archive) 7/16/2017 7/16/2018 $2,244						
	Cloud Backups 7/1/2017 6/30/2018 $4,680						
	ArchiveSocial (social media & public records archiving) 7/1/2017 6/30/2018 $4,788						
	Total: $154,206						
011542-524018	MIS - GIS CONTRACTS/SERVICES	$15,000.00	$15,000.00	$15,000.00	$15,000.00		
	Breakdown by department for FY18 (renew 3-year contract in FY19): Total: $ 25,000.00 (town-wide) Electric $ 3,330.00 (allocated in MMED's budget) Water $ 3,333.00 (allocated in Enterprise's budget) Sewer $ 3,334.00 (allocated in Enterprise's budget) MIS $ 15,000.00						
011542-529005	MIS - SOFTWARE LICENSES	$28,580.38	$30,020.00	$8,645.40	$15,850.00		
	MIS purchase of new software (planned or unforeseen) - Dog Licensing $1,400 - SQL Server $10,450 - Unforeseen $4,000						

154 - FINANCE - MIS Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011542-530000	MIS - PROFESSIONAL/TECH SERVICES	$9,272.99	$19,020.00	$9,382.89	$51,480.00		
	MIS External Consulting (network, servers and database technical support) Town internet with failover: $25,080 Dedicated fiber circuit ($1,720/m 100mbps/100mbps, 12 months) $20,700 Secondary/Failover standard FiOS ($114.99/m 25mbps/25mbps, 12 months) $1,380 BigLeaf aggregation ($199/m 100mbps, 12 months + $349 init. fee+ $180 13 IP) $3,000 DSL Dyn - Water SCADA $700 Comcast Internet/Cable/Phone (for MEMA) $4,000 Exchange upgrade: $6,500 Setting up for cloud backups: $2,700 External technical support (100 hrour, $125) $12,500						
011542-530008	MIS - TRAINING SEMINARS	$1,018.50	$3,000.00	$2,583.35	$4,000.00		
	Training for town employees on general software/computer use $1,000 KnowBe4 (town-wide security trainig year-round) 10/30/2017 10/29/2018 $3,000.00						
011542-534003	MIS - TELEPHONE	$1,914.81	$4,000.00	$559.31	$2,500.00		
	3 iPhones $2,500 MIS provides support to all town departments and enterprises						
011542-542000	MIS - OFFICE SUPPLIES	$2,583.69	$2,000.00	$954.15	$2,200.00		
	MIS office supplies including small devices such as keybords, mouse, type covers for tablets						
011542-543000	MIS - EQUIPMENT SUPPLIES	$4,671.25	$4,500.00	$3,407.82	$4,700.00		
	MIS computer and server parts replacement						
011542-558009	MIS - GIS SUPPLIES	$551.01	$2,000.00		$1,500.00		
	Supplies for large format GIS printer - ink, paper, parts, maintenance Other specialized materials						
011542-558010	MIS - SUPPLIES & MATERIALS-NETWORK	$4,408.10	$6,100.00	$2,431.36	$6,100.00		
	Equipment repair/maintenance/upgrade of Town's fiber network wireless network, unforeseen damages: $4,500 Hard disks for backups (based on WD RED 4TB 3.5 SATA-6 INTELLI 64MB, $151): $1,600						
011542-558011	MIS - OPERATING SUPPLIES	$13,272.02	$10,500.00	$5,349.03	$12,000.00		
	Town-wide printer supplies, PC and software instruction books, other small related tools						
011542-573100	MIS - PROFESSIONAL DEVELOPMENT	$4,022.64	$10,200.00	$375.00	$10,000.00		
	Professional travel expenses to conferences, professional memberships; Training on software and hardware maintenance for MIS: $10,000						
EXPENSES Total:		**$155,594.97**	**$253,930.00**	**$118,286.65**	**$296,536.00**		

154 - FINANCE - MIS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
011545-585010	MIS - OFFICE EQUIPMENT	$26,498.25	$140,900.00	$13,610.35	$12,700.00		
	Desktops (unit $700), Laptops (unit $800), Tablets (unit $950), iPads (unit $750) - New and Replacement:						
	Building, Planning, Conservation, Health: 2 repl PCs: Build. Secretary, Health Secretary			$1,400.00			
	Engineering: wide screen monitor: Engineering assistant			$400.00			
	MIS: 1 tablet for IT network admin			$950.00			
	Town Clerk: 2 PC replacements			$1,400.00			
	Police: emergency laptop replacements (4)			$3,200.00			
	Aruba APs (4)			$2,000.00			
	Unforeseen device replacements			$3,000.00			
	Printers/Faxes (unit M477nw $350):						
	Treasurer/Collector - front window			$350.00			
	Unforeseen printer replacements (3)			$1,050.00			
CAPITAL OUTLAY Total:		**$26,498.25**	**$140,900.00**	**$13,610.35**	**$12,700.00**		
FINANCE - MIS Total:		**$451,329.12**	**$687,473.00**	**$263,249.96**	**$642,338.00**		

155 - FINANCE - MIS ENCUMBRANCES							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
011552-524006	MIS - R&M COMMUNICATION NETWORKS		$4,000.00	$4,000.00			
011552-524017	MIS - ANNUAL MAINT. CONTRACTS		$27,978.56	$11,107.60			
011552-529005	MIS - SOFTWARE LICENSES	$2,875.00	$1,414.72	$1,414.72			
011552-530000	MIS - PROF TECH SERVICES		$3,660.00	$3,660.00			
011552-558010	MIS - NETWORK SUPPLIES		$56.00	$56.00			
EXPENSES Total:		**$2,875.00**	**$37,109.28**	**$20,238.32**			
011555-585010	MIS- OFFICE EQUIPMENT	$4,000.00	$6,000.00	$6,000.00			
CAPITAL OUTLAY Total:		**$4,000.00**	**$6,000.00**	**$6,000.00**			
FINANCE - MIS ENCUMBRANCES Total:		**$6,875.00**	**$43,109.28**	**$26,238.32**			

161 - TOWN CLERK							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011611-511001	TOWN CLERK - MANAGEMENT SALARIES	$72,539.53	$74,298.00	$34,159.46	$77,185.00		
	Town Clerk annual salary. Step increase per contractual agreement to GR 9 (Supervisory Union). Includes anticipated 2% raise.						
011611-511002	TOWN CLERK - SUPERVISORY SALARIES	$50,340.49	$54,459.00	$26,133.43	$56,970.00		
	Assistant Town Clerk annual salary including step increase due to contractual agreement-GR 3 (Non-Supervisory Union). Includes 2% anticipated raise.						
011611-511004	TOWN CLERK - SECRETARIAL/CLERICAL	$38,807.13	$40,402.00	$19,524.56	$43,017.00		
	Secretarial/Clerical annual salary step increase per contractual agreement -GR 2. Includes anticipated 2% raise.						
011611-513030	TOWN CLERK - UNSCHEDULED OVERTIME				$500.00		
	To be used during election and town meeting season with TM approval.						
011611-514006	TOWN CLERK - LONGEVITY	$450.00	$450.00	$450.00	$825.00		
	Longevity for Town Clerk: $375.00 (5 years of service); Asst. Town Clerk: $450.00 (13 years of service)						
011611-517000	TOWN CLERK - EMPLOYEE BENEFITS	$109,831.76	$123,762.00	$93,408.53	$127,194.00		
	Estimated benefits for active and retired employees of this department.						
011611-519006	TOWN CLERK - STIPENDS	$750.00	$750.00	$750.00	$838.00		
	Stipend for Town Clerk allowed by MGL C41:19G which states: "for every 1,000 voters, a stipened of $50.00 is allowed". Mansfield has approximately 16,755 voters. 16,755 x $50.00 = 838.00						
PERSONAL SERVICES Total:		**$272,718.91**	**$294,121.00**	**$174,425.98**	**$306,529.00**		
011612-524015	TOWN CLERK - REPAIR & MAINT EQPMT	$720.00		$2,595.00	$1,400.00		
	Imagecast voting tabulator maintenance agreement for FY'18.						
011612-530000	TOWN CLERK - PROF/TECH SRVCS	$438.78	$2,000.00	$125.00	$3,000.00		
	This account will cover the cost of book binding of street listings, annual reports, vital records and restoration of historical documents as required by law. Increasing cost of book binding has forced me to increase this line item.						
011612-530008	TOWN CLERK - TRAINING SEMINARS	$573.49	$1,400.00		$1,500.00		
	Massachusetts Town Clerk Association conferences necessary to keep up with the changing laws pertaining to Town clerk's duties, Elections, Vital Records, Dog Licensing, etc. Attending classes also maintains the credits necessary to keep my certification current. Aslo travel expenses such as mileage, registration fees, etc.						
011612-534005	TOWN CLERK - PRINTING	$5,774.57	$3,700.00	$954.19	$3,700.00		
	Printing of Annual Census forms for approximately 10,800 residents. Printing of Annual Street Lists-Level funded.						
011612-538007	TOWN CLERK - CENSUS	$3,748.84	$7,500.00	$3,723.63	$7,500.00		
	Postage, shipping and handling for annual census-level funded						
011612-538008	TOWN CLERK - ELECTION/REGISTRATION	$3,190.58	$12,000.00	$1,880.28	$3,350.00		
	One Scheduled election for FY '18: Annual Town Election. Codifying tabulators and Automark ballot marker for hearing and visually impaired voters. Ballot printing and catering of elections.						
011612-538009	TOWN CLERK - SPECIALIZED SERVICES	$23,620.38	$19,500.00	$21,259.93	$6,500.00		
	Staffing and police detail for one election for this fiscal year. Also included in this line item is the staffing of checkers for the Annual Town meeting.						

161 - TOWN CLERK Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011612-542000	TOWN CLERK - OFFICE SUPPLIES	$1,743.86	$2,000.00	$652.41	$2,000.00		
	Typical office supplies including custom envelopes, dog licenses paper, vital record paper, vault binders, etc.-level funded						
011612-573100	TOWN CLERK - PROF DEVELOPMENT	$1,227.81	$300.00	$558.42	$300.00		
	Dues for professional associations.						
EXPENSES Total:		**$41,038.31**	**$48,400.00**	**$31,748.86**	**$29,250.00**		
011615-585000	TOWN CLERK - NON-VEHICLE EQUIPMENT				$11,000.00		
	Requesting upgrade to electronic voting lists for Check In at Town meeting and Early Voting periods. Includes printers for address labels to speed up lines during early voting.						
CAPITAL OUTLAY Total:					**$11,000.00**		
011619-580090	VOTING EQUIPMENT A#11 5/16		$30,000.00	$12,249.22			
ARTICLES Total:			**$30,000.00**	**$12,249.22**			
TOWN CLERK Total:		**$313,757.22**	**$372,521.00**	**$218,424.06**	**$346,779.00**		

171 - CONSERVATION Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011711-511003	CONSERVATION - TECHNICAL SUPPORT	$59,779.44	$61,114.00	$26,197.00	$64,054.00		
	$64,054 salary: Katelyn Gonyer, Conservation & Environmental Planner, 1 FTE (Step to G3, LEVEL FUNDED PLUS 2% PENDING NEW NON-SUPERVISORY CONTRACT) G3 (year 1) = $41.06 per hour x 30 hours = $1,231.92 per week x 52 weeks= $64,053.60						
011711-517000	CONSERVATION - EMPLOYEE BENEFITS	$13,045.34	$14,188.00	$14,838.61	$17,198.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$72,824.78**	**$75,302.00**	**$41,035.61**	**$81,252.00**		
011712-530008	CONSERVATION - TRAINING SEMINARS		$475.00		$475.00		
011712-530010	CONSERVATION - LEGAL	$97.50					
011712-530011	CONSERVATION - ADVERTISING	$58.79	$126.00		$126.00		
011712-534003	CONSERVATION - TELEPHONE	$631.61	$625.00	$206.86	$625.00		
011712-534005	CONSERVATION - PRINTING		$200.00		$200.00		
011712-542000	CONSERVATION - OFFICE SUPPLIES	$625.59	$492.00	$275.10	$492.00		
011712-558006	CONSERVATION - UNIFRM/PROTCTVE GEAR		$254.00	$211.96	$254.00		
011712-558012	CONSERVATION - BOOKS/REFERENCES		$143.00		$143.00		
011712-571000	CONSERVATION - TRANSPORTATION	$58.54	$600.00	$145.26	$600.00		
011712-573100	CONSERVATION - PROF DEVELOPMENT		$475.00	$20.00	$475.00		
EXPENSES Total:		**$1,472.03**	**$3,390.00**	**$859.18**	**$3,390.00**		
CONSERVATION Total:		**$74,296.81**	**$78,692.00**	**$41,894.79**	**$84,642.00**		

172 - PLANNING BOARD Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011721-511001	PLANNING BRD - MANAGEMENT SALARIES	$110,017.52	$111,271.00	$51,762.99	$113,496.00		
	$113,496.42 salary: Shaun P. Burke, Director of Planning and Development; 1 FTE. [Year 4 at K11 - LEVEL FUNDED + 2% PENDING NEW SUPERVISORY UNION CONTRACT] The Planning Director's positoin is funded through this line item. The Planning Director provides staff support to the Planning Board, while assisting the public and other boards and departments, and providing direct support to committees such as the Capital Improvements Committee and Local Housing Partnership. The Planning Director also serves as the town's Fair Housing Director, Civil Rights Coordinator and Americans with Disabilities Act Coordinator. Other duties include review of subdivision plans, special permit applications and most other development proposals. This department also prepares amendments and revisions to the Subdivision Regulations and Zoning By-Law. The Planning Director supervises the Planning Department Administrative Secretary and Subdivision Inspector. K11+4years = $2,182.62 per week = $113,496.42 [LEVEL FUNDED + 2% PENDING NEW SUPERVISORY UNION CONTRACT]						
011721-511004	PLANNING BRD - SECRETARIAL/CLERICAL		$1.00		$1.00		
011721-512003	PLANNING BRD - BRD/COMMISSN SECRTRY		$1.00		$1.00		
011721-514006	PLANNING BRD - LONGEVITY	$675.00	$675.00	$675.00	$675.00		
	Longevity - $675 - 29 years. Longevity is a contractual obligation that recognizes years of service starting after year 5 with the Town.						
011721-514007	PLANNING BRD - SICK LEAVE INCENTIVE		$1.00				
011721-517000	PLANNING BRD - EMPLOYEE BENEFITS	$18,597.34	$20,666.00	$10,652.49	$20,703.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$129,289.86**	**$132,615.00**	**$63,090.48**	**$134,876.00**		
011722-530000	PLANNING BRD - PROF/TECH SRVCS	$84.95	$250.00		$250.00		
	Professional/Technical Support: $250. Technical services to the Planning Department are funded through this line item. These support services are occasionally required for tasks that are outside the expertise of department staff.						
011722-530011	PLANNING BRD - ADVERTISING	$508.72	$100.00	$160.58	$100.00		
	Advertising: $100. The Planning Board is required to hold public hearings and provide legal advertising notice when amending subdivision regulations or when amendments are proposed to the Zoning By-Law. Expenditures from this account typically occur prior to Annual or Special Town Meeting.						
011722-534005	PLANNING BRD - PRINTING		$100.00		$100.00		
	Printing: $100. This line item covers the reproduction costs of various planning documents, technical reports and maps used in the Planning Office.						
011722-542000	PLANNING BRD - OFFICE SUPPLIES	$317.16	$300.00	$197.96	$300.00		
	Office Supplies $300. This line item provides office supplies necessary to support day-to-day routine activities of the department and to support the activities of the Planning Board, Capital Improvements Program Committee, Local Housing Partnership, and various other boards.						
011722-558006	PLANNING BRD - UNIFRM/PROTCTVE GEAR		$400.00		$400.00		
	Uniforms $400. Established by collective bargaining, uniforms/protective gear is provided to staff in order to safely conduct field inspections and site visits to active construction sites.						
011722-558012	PLANNING BRD - BOOKS/REFERENCES		$50.00		$50.00		
	Books/References $50: The acquisition of technical reports, legal documents and planning publications is done through this line item.						

172 - PLANNING BOARD Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011722-571000	PLANNING BRD - TRANSPORTATION		$50.00		$50.00		
	Transportation $50: Reimbursement for the use of personal vehicles in traveling outside the community occurs within this line item.						
011722-573100	PLANNING BRD - PROF DEVELOPMENT		$300.00		$300.00		
	Professional Development $300: This account is used to attend professional workshops and other work-related educational activities within the Commonwealth. It also pays the dues for professional organizations as necessary for the Town.						
EXPENSES Total:		**$910.83**	**$1,550.00**	**$358.54**	**$1,550.00**		
PLANNING BOARD Total:		**$130,200.69**	**$134,165.00**	**$63,449.02**	**$136,426.00**		

173 - ZONING/APPEALS BOARD						
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
011731-511004	ZNING/APPLS BRD - SECRTRAL/CLERICAL		$1.00		$1.00		
011731-517000	ZBA - EMPLOYEE BENEFITS		$1.00				
PERSONAL SERVICES Total:			**$2.00**		**$1.00**		
011732-530008	ZNING/APPLS BRD - TRAINING SEMINARS		$50.00		$50.00		
	Zoning Board of Appeals - Training Seminars: $50. This account is used to pay for attendance at professional workshops and other work-related educational activities within the Commonwealth.						
011732-530011	ZNING/APPLS BRD - ADVERTISING		$50.00		$50.00		
	Zoning Board of Appeals - Advertising $50: This account is used to pay for Zoning Board of Appeals legal advertising as necessary.						
011732-534005	ZNING/APPLS BRD - PRINTING		$50.00		$50.00		
	Zoning Board of Appeals - Printing $50: This account is for the cost of reproduction of documents, technical reports, and plans.						
011732-542000	ZNING/APPLS BRD - OFFICE SUPPLIES		$200.00	$11.00	$200.00		
	Zoning Board of Appeals - Printing $50: This account is for the cost of reproduction of documents, technical reports, and plans.						
011732-558012	ZNING/APPLS BRD - BOOKS/REFERENCES		$50.00		$50.00		
	Zoning Board of Appeals Books/References $50: This account funds the purchase of technical reports, legal documents and other publications.						
EXPENSES Total:			**$400.00**	**$11.00**	**$400.00**		
ZONING/APPEALS BOARD Total:			**$402.00**	**$11.00**	**$401.00**		

179 - BOARD/COMMITTEES							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
011791-511004	BRDS/CMMITTEES - SECRETARY/CLERICAL	$177.47	$500.00		$10,000.00		
	This budget is to pay for a combined secretary/clerical position for the Finance Committee, Audit Committee, Airport Board, and Municipal Building Committee.						
PERSONAL SERVICES Total:		**$177.47**	**$500.00**		**$10,000.00**		
011792-530016	BRDS/CMMITTEES - MODERATOR	$100.00	$100.00		$100.00		
	This is an annual stipend paid to the Town Moderator after the Annual Town Meeting has been concluded.						
011792-534005	BOARDS & COMMITTEES - PRINTING		$2,000.00		$2,000.00		
	This budget is to pay for Industrial Development Commission economic development promotional materials.						
011792-573100	BRDS/CMMITTEES - PROF DEVELOPMENT		$500.00		$500.00		
	This is for dues and membership expenses for various boards and committees.						
011792-578007	BRDS/CMMITTEES - SCHOLARSHIP EXP.				$3,000.00		
	This budget is to fund college scholarships for Mansfield High School students as per Ch, 50 of the Acts of 1952. Section 1 of Ch. 50 reads as follows: "the town of Mansfield is hereby authorized to raise and appropriate the sum of three thousand dollars to provide a scholarship fund the income of which may be used for the higher education of graduates of the high school of said town living therein, and said fund shall be dedicated as a memorial to veterans of World War II".						
EXPENSES Total:		**$100.00**	**$2,600.00**		**$5,600.00**		
BOARD/COMMITTEES Total:		**$277.47**	**$3,100.00**		**$15,600.00**		

190 - TOWN INSURANCE							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
011902-574001	TOWN INSURANCE - PROPERTY INSURANCE	$208,659.59	$231,000.00	$174,880.09	$236,000.00		
	No cost estimates have been received as of today. A preliminary placeholder budget has been forecasted for FY18.						
011902-574003	TOWN INSURANCE - SURETY INSURANCE	$2,604.00	$2,436.00	$488.00	$2,600.00		
	No cost estimates have been received as of today. A preliminary placeholder budget has been forecasted for FY18.						
011902-574004	TOWN INSURANCE - WRKRS COMP-NORMAL	$104,310.93	$100,000.00	$59,937.31	$80,000.00		
	No cost estimates have been received as of today. A preliminary placeholder budget has been forecasted for FY18.						
011902-574005	TOWN INSURANCE - WRKRS COMP-SPECIAL	$67,454.00	$29,000.00		$50,000.00		
	No cost estimates have been received as of today. A preliminary placeholder budget has been forecasted for FY18.						
011902-574006	TOWN INSURANCE - SELF INSURANCE		$5,000.00		$5,000.00		
	No cost estimates have been received as of today. A preliminary placeholder budget has been forecasted for FY18.						
EXPENSES Total:		**$383,028.52**	**$367,436.00**	**$235,305.40**	**$373,600.00**		
TOWN INSURANCE Total:		**$383,028.52**	**$367,436.00**	**$235,305.40**	**$373,600.00**		

192 - PUBLIC BUILDINGS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011921-511001	PUBLIC BLDINGS - MNGMNT SALARIES	$85,316.40	$15,832.00	$7,064.55	$20,956.00		

Ahern - Public Buildings/Special Projects Manager
$ 88,619.23/ year $1,704.22/week $42.61/hour
Grade H
Step 11
Accrual = $ 340.88

Total $ 88,960.11

F.T.E. 1.0

Town Manager's comment: This position will be split as follows:

90% East St. Municipal Complex: $ 80,064.10
10% Town : $8,896.01

McDougall Non-Supervisory G Step 1 $ 27.56/hour @ 30 hours/week $1,126.80/week$ 58,593.60
(2% cost of living increase)

Split 80% to Municipal Complex $ 46,874.88

Split 20% to Town $ 11,718.72

Total $ 20,955.61

011921-511003	PUBLIC BLDINGS - TECHNICAL SUPPORT	$37,056.00	$37,324.00	$20,550.00	$45,275.00		

PT Recycling Attendant $17.34/hour Manning 19 hours per week $ 17,131.92
PT Recycling Attendant $16.32/hour Gauthier 19 hours per week $ 16,124.16

PT Recycle/Custodian $16.32/hour Holske 295 hours per year $ 4,814.40

This is a temporary employee who does vacation coverage as needed at the Library/COA, the Mansfield Green and also covers the additional hours at the compost center in the spring and fall.
(2% cost of living increase)

Cooke Clerk-of-the-Works $60/hour @ 120 hours = $ 7,200.00

192 - PUBLIC BUILDINGS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Total $ 45,270.48						
	F.T.E. = 1.3						
011921-511004	PUBLIC BLDGS - SECRETARIAL/CLERICAL						
011921-511005	PUBLIC BLDGS - PUBLIC WORKS SERVICE	$103,186.08	$159,836.00	$68,082.06	$166,656.00		
	Sears - Janitor Step 7 $48,658.04/year $ 935.31/week $ 23.39/hour (one-day accrual = $187.12)						
	Longevity for 33 years of service = $ 1,000.00						
	Total for Sears = $ 49,845.16						
	Nelson - Public Buildings Foreman (working out-of-class) Step 5 $ 61,588.80/year $ 1,184.40/week $ 29.61/hour (one-day accrual = $236.88)						
	Longevity for 6 years of service = $ 425.00						
	Total for Nelson = $ 62,250.68						
	Freer - Public Buildings Tradesman Step 4 $54,350.40/year $ 1,045.20/week $ 26.13/hour (one-day accrual = $ 209.04)						
	Total for Freer = $ 54,559.44						
	Total = $ 166,655.28						
	FTE = 3						
011921-512001	PUBLIC BLDINGS - SEASONAL SERVICE		$6,400.00		$6,400.00		
	One Seasonal Support Person: $16 per hour for ten weeks per year This employee is summer help and does various projects such as painting and overall support. They are able to do all of the small jobs that we would not have a chance to do currently because of lack of manpower.						
011921-513030	PUBLIC BLDINGS - UNSCHEDULED OT	$5,495.34	$5,000.00	$2,201.49	$7,500.00		
	This line item is used for emergency responses after normal business hours such as: no heat, electrical failures, interior plumbing problems, mechanical failures and alarm calls. There is a contractual call out minimum of four hours at time and one half.						

192 - PUBLIC BUILDINGS Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011921-514006	PUBLIC BLDINGS - LONGEVITY	$1,350.00	$1,775.00	$2,050.00	$625.00		
	Longevity: Ahern 22 years $625.00 Total $ 625.00						
011921-514007	PUBLIC BLDGS - SICK LEAVE INCENTIVE	$1,946.40	$3,075.00		$3,075.00		
	Based on history : Ahern $2,005.00 Nelson $1,070.00						
011921-517000	PUBLIC BLDINGS - EMPLOYEE BENEFITS	$53,855.81	$5,467.00	$20,072.85	$85,019.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$288,206.03**	**$234,709.00**	**$120,020.95**	**$335,506.00**		
011922-521001	PUBLIC BLDINGS - ELECTRICITY	$30,892.77	$36,000.00	$13,491.93	$36,000.00		
	Electricity for the Town Hall and the Recycle Park.						
011922-521003	PUBLIC BLDINGS - HEAT	$9,311.50	$17,000.00	$1,254.74	$17,000.00		
	Heat for the Town Hall & Recycling Park .						
011922-523001	PUBLIC BLDINGS - SEWER/WATER CHRGS	$3,791.65	$2,500.00	$35.00	$2,500.00		
	Water & Sewer Charges for the Town Hall for usage, sprinklers and backflow tests.						
011922-524000	PUBLIC BLDINGS - REPAIR & MAINT	$116,344.73	$112,000.00	$32,517.93	$120,000.00		
	All main repairs by contractors for all Public Buildings that are taken care of by PBSP						
011922-527000	PUBLIC BLDINGS - RENTALS AND LEASES	$24,890.25	$33,145.00	$9,133.89	$33,645.00		
	Rental of the Postage machine $ 2,387.40 Lease of the three copiers in Town Hall $ 7,956.00 Yearly rental of the tub grinder at the Compost area $16,000.00 Port-A-Potty Rental for Mansfield Green $ 150.00 X 12 = $1,800 Removal of excess compost $ 5,000.00 Total $33,643.40						
011922-529001	PUBLIC BLDINGS - CNTRCTL SRVC SPPRT	$41,959.33	$52,800.00	$22,669.55	$73,800.00		
	Janitorial Services: Town Hall $ 25,000.00 Highway Garage $ 10,000.00 (new building more area) Police Station $ 25,000.00 Hazardous cleaning at the Police Station $ 3,500.00						

192 - PUBLIC BUILDINGS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Animal Shelter $ 3,000.00						
	Jail Cell Door Maintenance		$2,500.00				
	(Looking to bid for new contractor for cleaning services)						
	Pest Control:						
	Library/COA $ 800.00						
	Fisher Richardson House $ 800.00						
	Police Station $1,200.00						
	West Mansfield Fire Station $ 800.00						
	Town Hall $ 1,200.00						
	Total: $ 73,800.00						
011922-530006	PUBLIC BLDINGS - ENGNRNG/ARCHITECT	$11,786.76	$15,000.00	$419.84	$15,000.00		
	Miscellaneous engineering costs which arise when performing maintenance and repairs on the municipal buildings.						
011922-530008	PUBLIC BLDINGS - TRAINING SEMINARS		$500.00		$500.00		
	Cost for employee's HAZWOP training refresher courses						
011922-534003	PUBLIC BLDINGS - TELEPHONE	$4,152.90	$2,800.00	$1,899.64	$2,800.00		
	Cost for Operations Manager's and Foreman's cell phone and the Recycling Park telephone.						
011922-548000	PUBLIC BLDINGS - VEHICULAR SUPPLIES	$4,786.42	$2,500.00	$93.54	$3,000.00		
	Cost for the repairs and maintenance to the 3 (three) division vehicles.						
011922-548001	PUBLIC BLDINGS - MOTOR FUEL	$2,981.91	$3,800.00	$1,352.22	$3,800.00		
	Motor Fuel for the three (3) division vehicles						
011922-558000	PUBLIC BLDINGS - OTHER SUPPLIES	$40,484.47	$45,000.00	$28,768.62	$45,000.00		
	Costs for building supplies and custodial supplies for municipal buildings, recreation field buildings, lights for the recycling park (Only minor purchases for the Town Hall & Police Station as the regular cleaning supplies are provided by the contractor)						
011922-558006	PUBLIC BLDINGS - UNIFRM/PROTCT GEAR	$3,961.98	$3,500.00	$1,325.80	$4,000.00		
	Uniforms and Protective Gear: Manager's clothing allowance, Boot Allowance ($325 x3), shirts, jackets and jeans, foul weather gear and safety gear for five employees						
011922-558011	PUBLIC BLDINGS - OPERATING SUPPLIES	$122.88		$16.97			
011922-558012	PUBLIC BLDINGS - BOOKS/REFERENCES	$602.69	$100.00		$100.00		
	Books and reference						

192 - PUBLIC BUILDINGS Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011922-558014	PUBLIC BLDINGS - TOOLS		$1,500.00	$1,404.40	$1,500.00		
	Purchase of small tools						
011922-573100	PUBLIC BLDINGS - PROF DEVELOPMENT	$1,651.20	$300.00	$684.00	$1,000.00		
	Managers Electrical, Contractors and Hoisting Licenses						
EXPENSES Total:		**$297,721.44**	**$328,445.00**	**$115,068.07**	**$359,645.00**		
011925-584000	PUBLIC BLDINGS - IMPROVEMENTS	$100,109.29	$71,000.00	$7,225.00	$117,000.00		

The FY18 improvements are as follows:

1. Interior Lighting Upgrades at Town Hall (Final Phase) $12,000.00
2. Town Hall Fire Alarm Device Upgrades $ 6,000.00
3. Town Hall Energy Management Upgrades $ 9,000.00
4. Library/COA Energy Management Upgrades $ 9,000.00
5. Library/COA Roof Garage $12,000.00
6. Plymouth Street Field Roof (Press Box) $10,000.00
7. Mansfield Green Gate/Sliding $14,000.00
8. FEA Report Update $15,000.00
9. Library/COA Parking Lot Lights Upgrades $22,000.00
10. Columbine House Demo $14,000.00
11. Shooting Range Cover Design $14,000.00 (Requested fromCIP)

Total $ 137,000.00

Town Manager's comment: The following projects were voted to be funded from this budget line item by the Capital Improvement Program Committee (CIPC):

1. Town Hall Replace Split Systems $30,000.00
2. Interior Lighting Upgrades at Town Hall (Final Phase) $12,000.00
3. Town Hall Fire Alarm Device Upgrades $ 6,000.00
4. Town Hall Energy Management Upgrades $ 9,000.00
5. Library/COA Energy Management Upgrades $ 9,000.00
6. Library/COA Roof Garage $12,000.00
7. Plymouth Street Field Roof (Press Box) $10,000.00
8. Mansfield Green Gate/Sliding $14,000.00

Total $ 102,000.00

add this project not CIPC eligible: FEA Report Update $15,000.00

Total FY18 Budget request: $117,000.00

CAPITAL OUTLAY Total:		**$100,109.29**	**$71,000.00**	**$7,225.00**	**$117,000.00**		

192 - PUBLIC BUILDINGS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
011929-580014	TOWNWIDE PHONE SYSTEM-A#16 5/13	$19,414.73					
011929-580016	LIBRARY IMPROVEMENTS-A#16 5/13		$54,812.00	$48,421.28			
011929-580017	TOWN HALL IMPROVEMENTS-A#16 5/13		$75,439.05				
011929-580018	PLYMOUTH ST FIRE STATION-A#16 5/13		$49,000.00				
011929-580035	PUB SAFETY BLDG DESIGN A#12 5/14	$1,875.00					
011929-580062	FIRE STATION GENERATOR A#12 5/15		$60,000.00				
011929-580063	TOWN HALL GENERATOR A#12 5/15	$5,020.93	$54,979.07				
011929-580064	MEMORIAL HALL ROOF A#12 5/15	$91,424.44	$33,575.56				
011929-580065	LIBRARY CARPET & PAINT A#12 5/15	$12,445.23	$7,554.77	$1,880.50			
011929-580091	PLYMOUTH ST FIRE IMPROVES A#11 5/16		$90,000.00	$1,470.00			
ARTICLES Total:		**$130,180.33**	**$425,360.45**	**$51,771.78**			
PUBLIC BUILDINGS Total:		**$816,217.09**	**$1,059,514.45**	**$294,085.80**	**$812,151.00**		

195 - EMPLOYEE BENEFITS-ENCUMBRANCES							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
011952-517011	HEALTH INSURANCE-MITIGATION	$5,000.00					
EXPENSES Total:		**$5,000.00**					
EMPLOYEE		**$5,000.00**					

210 - POLICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012101-511001	POLICE - MANAGEMENT SALARIES	$470,964.76	$486,505.00	$223,649.73	$502,198.00		
	Chief Sellon - $165,516 FY18 Salary includes 1 day accrual						
	Lt. Thompson - $118,283 FY 18 Salary includes 1 day accrual						
	Lt. Juda - $123,772 FY 18 Salary includes 1 day accrual						
	Lt. Archer - $94,627 FY 18 Salary includes 1 day accrual						
	FY18 Total: $502,198						
012101-511002	POLICE - SUPERVISORY SALARIES	$590,390.93	$632,444.00	$282,696.03	$653,355.00		
	Sgt. Bain - $79,909 FY18 Salary includes 1 day accrual						
	Sgt. Bombard - $93,021 FY18 Salary includes 1 day accrual						
	Sgt. Crossman - $91,856 FY18 Salary includes 1 day accrual						
	Sgt. Ellsworth - $95,891 FY18 Salary includes 1 day accrual						
	Sgt. Hopkins - $104,521 FY18 Salary includes 1 day accrual						
	Sgt. Pierce - $92,346 FY18 Salary includes 1 day accrual						
	Sgt. Thibault - $95,811 FY18 Salary includes 1 day accrual						
	FY18 Total: $653,355						
012101-511003	POLICE - TECHNICAL SUPPORT	$60,231.65	$106,431.00	$48,991.58	$111,394.00		
	Collins - $64,454 FY18 Salary includes 1 day accrual						
	Baburins - $46,940 FY18 Salary includes 1 day accrual						
	FY18 Total: $111,394						
012101-511004	POLICE - SECRETARIAL/CLERICAL	$145,160.30	$104,183.00	$49,830.52	$108,760.00		
	Pazniokas - $24,278 FY18 Salary includes 1 day accrual						
	Feigelman - $26,737 FY18 Salary includes 1 day accrual						
	O'Brien - $57,745 FY18 Salary includes 1 day accrual						
	FY18 Total: $108,760						

210 - POLICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012101-511006	POLICE - POLICE SERVICE	$1,651,350.48	$1,811,668.00	$790,582.82	$1,902,260.00		

Ofc. Archer - $75,757 FY18 Salary includes 1 day accrual

Ofc. Armstrong - $76,088 FY18 Salary includes 1 day accrual

Ofc. Boldrighini - $67,156 FY18 Salary includes 1 day accrual

Ofc. Connor - $72,811 FY18 Salary includes 1 day accrual

Ofc. Ellender - $70,754 FY18 Salary includes 1 day accrual

Ofc. Fenore - $73,551 FY18 Salary includes 1 day accrual

Ofc. Fitzgerald - $64,040 FY18 Salary includes 1 day accrual

Replacement for Ofc. Hachey - $68,550 FY18 Salary includes 1 day accrual

Ofc. Hargadon - $79,431 FY18 Salary includes 1 day accrual

Ofc. Kelley - $69,334 FY18 Salary includes 1 day accrual

Ofc. Kennedy - $76,324 FY18 Salary includes 1 day accrual

Ofc. Kerr - $67,156 FY18 Salary includes 1 day accrual

Ofc. Kinahan - $69,171 FY18 Salary includes 1 day accrual

Ofc. Lattanzio - $72,811 FY18 Salary includes 1 day accrual

Ofc. Martell - $77,053 FY18 Salary includes 1 day accrual

Ofc. McCune - $70,691 FY18 Salary includes 1 day accrual

Ofc. Pennie - $64,040 FY18 Salary includes 1 day accrual

Ofc. Pepicelli - $79,365 FY18 Salary includes 1 day accrual

Ofc. Sennott - $86,475 FY18 Salary includes 1 day accrual

Ofc. Sorge - $64,128 FY18 Salary includes 1 day accrual

Ofc. Souza - $72,811 FY18 Salary includes 1 day accrual

210 - POLICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Ofc. Sparrow - $86,579 FY18 Salary includes 1 day accrual						
	Ofc. Titus - $70,768 FY18 Salary includes 1 day accrual						
	Ofc. Trudell - $66,192 FY18 Salary includes 1 day accrual						
	Ofc. Walsh - $77,053 FY18 Salary includes 1 day accrual						
	Ofc. Wright - $69,171 FY18 Salary includes 1 day accrual						
	Field Training Officers - $15,000 . FY18 Total: $1,902,260						
012101-512001	POLICE - TEMPORARY SUPPORT	$6,363.25	$9,000.00	$2,973.75	$9,074.00		
	Level Funded for FY18 plus mandatory minimum wage increases.						
	Animal Shelter Paid Associates - $4,784						
	Matrons - $4,290						
	FY18 Total: $9,074						
012101-513001	POLICE - SCHEDULED OT	$12,368.38	$13,000.00	$2,464.77	$16,318.00		
	FY18 level funded plus an additional 3 weeks' pay for School Resource Officer Vacation coverage						
012101-513002	POLICE - SCHEDULED OT-TRAINING	$82,944.75	$60,000.00	$38,425.75	$85,000.00		
	3% increase per contractual salary changes is forecasted for FY18.						
012101-513006	POLICE - HOLIDAY PAY	$23,948.82	$37,400.00	$11,970.04	$39,392.00		
	There is $88,900 worth of potential holiday pay that could be paid out per contracts in FY18; this budget assumes that only those personnel that received this pay in FY17 will receive this pay in FY18.						
012101-513007	POLICE - SCHEDULED OT-SICK	$28,650.29	$20,000.00	$25,606.07	$81,383.00		
	3% increase per contractual salary changes is forecasted for FY18 plus additional Injured On Duty coverage at 60% coverage. .						
012101-513008	POLICE - SCHEDULED OT-VAC/DH/PD	$95,511.18	$110,000.00	$45,486.23	$110,000.00		
	Level Funding for FY18.						

210 - POLICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012101-513009	POLICE - SCHEDULED OT-COURT	$29,718.15	$28,200.00	$12,950.38	$30,610.00		
	3% increase per contractual salary changes is forecasted for FY18.						
012101-513010	POLICE - METRO TRAINING & CALL OUT	$26,762.77	$40,000.00	$12,747.65	$52,781.00		
	Required Training plus call out hours						
012101-513011	POLICE - PROBLEM-ORIENTED POLICING	$25,787.66	$12,000.00	$2,041.72	$26,500.00		
	3% increase per contractual salary changes is forecasted for FY18.						
012101-513013	POLICE - SCHEDULED OT-COMM SERVICE			$1,179.48	$2,655.00		
	This is a new account as of 10/16 - 4 hrs per month budgeted for FY18.						
012101-513014	POLICE- SCHEDULED OT-DETAIL & STAFF				$6,637.00		
	This is a new account as of 10/16 - 6 hours per week during Xfinity Center concert season is budgeted for FY18.						
012101-513030	POLICE - UNSCHEDULED OT	$7,358.35	$15,000.00	$4,017.82	$15,000.00		
	Level Funding for FY18						
012101-513031	POLICE - UNSCHED OT-PRISONER TRANSF	$2,856.46	$6,400.00	$1,911.22	$6,400.00		
	Level Funding for FY18.						
012101-513032	POLICE - UNSCHEDLD OT-INVSTGTION	$35,008.99	$29,500.00	$12,594.44	$36,100.00		
	3% increase per contractual salary changes is forecasted for FY18						
012101-513033	POLICE - UNSCHEDLD OT-RPRT WRITIN	$14,304.43	$10,000.00	$3,631.99	$14,800.00		
	3% increase per contractual salary changes is forecasted for FY18.						
012101-513037	POLICE - UNSCHEDLD OT-ADMIN	$15,777.99	$21,600.00	$7,254.81	$21,600.00		
	Level Funding for FY18.						
012101-513039	POLICE - UNSCHEDLD ANIMAL CONTROL	$12,176.96	$11,250.00	$2,841.43	$13,948.00		
	FY18 budgeted amount is for 299 hours' worth of work. which is FY16's actual amount of hours.						
012101-514006	POLICE - LONGEVITY	$12,175.00	$13,075.00	$13,075.00	$15,200.00		
	As per current contract						
012101-514007	POLICE - SICK LEAVE INCENTIVE	$15,924.84	$15,000.00		$16,825.00		
	There is $51,200 worth of sick leave buyback that can potentially be bought back in FY18; this budget assumes that 33% of personnel will utilize the buyback at 75%.						
012101-514008	POLICE - OUT OF GRADE PAY	$5,798.37	$9,300.00	$2,556.48	$9,579.00		
	3% increase per contractual salary changes is forecasted for FY18.						

210 - POLICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012101-517000	POLICE - EMPLOYEE BENEFITS	$1,502,239.12	$1,664,299.00	$1,316,960.36	$1,703,484.00		
	Estimated benefits for active and retired employees of this department.						
012101-519001	POLICE - TUITION REIMBURSEMENTS	$2,521.89	$42,000.00		$54,000.00		
	As per current contract and based on those planning to attend classes in FY18.						
012101-519005	POLICE-SICK LEAVE BUYBACK AT RETIRE				$44,673.00		
	This budget is for sick pay payouts that are due at retirement. The breakout is as follows:						
	Management - $29,314						
	Supervisory - $13,856						
	Police Service - $1,503						
	FY18 Total - $44,673						
012101-519006	POLICE - STIPENDS	$5,300.00	$5,300.00	$13,750.00	$15,300.00		
	As per current contract						
012101-519007	POLICE - CLEANING ALLOWANCE	$31,250.00	$32,100.00	$31,900.00	$32,100.00		
	As per current contract						
012101-519008	POLICE - PHYSICAL FITNESS	$19,000.00	$37,000.00		$37,000.00		
	As per current contract						
012101-519011	POLICE - VACATION BUYBACK AT RETIRE				$67,388.00		
	This budget is for vacation payouts that are due at retirement. The breakout is as follows:						
	Management - $39,236						
	Supervisory - $15,218						
	Police Service - $12,934						
	FY18 Total - $67,388						
PERSONAL SERVICES Total:		**$4,931,845.77**	**$5,382,655.00**	**$2,962,090.07**	**$5,841,714.00**		

210 - POLICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012102-521001	POLICE - ELECTRICITY	$32,513.06	$35,000.00	$14,884.52	$38,850.00		
	Increased generation charges; estimate based on level usage						
012102-521003	POLICE - HEAT	$8,621.95	$20,000.00	$1,374.85	$20,000.00		
	Level Funding for FY18						
012102-523001	POLICE - SEWER/WATER CHARGES	$1,751.88	$2,000.00	$806.57	$2,000.00		
	Level Funding for FY18						
012102-524015	POLICE - REPAIRS & MAINT EQUIPMENT	$4,292.02	$10,000.00	$1,461.21	$10,000.00		
	Level Funding for FY18						
012102-524017	POLICE - ANNUAL MAINT CONTRACTS	$52,920.17	$70,500.00	$42,594.88	$67,107.00		
	Traffic Suite software support & updates - $1,500 Copier maintenance and overages - $1,242 Radio System - $22,167 Mobile Computers - $10,000 Detail Software - $2,250 Backup for Radio System - $3,000 Crime Analyst Data Access - $2,625 VPN with Router - $767 Forensic Phone Apps - $882 Radar Units Calibration - $1,600 Cell Phone Forensics - $524 Bristol County Radio Network annual fee - $788 Records Management system & training - $19,762 Total: $67,107						
012102-527000	POLICE - RENTALS AND LEASES	$5,507.16	$3,000.00	$1,194.60	$3,000.00		
	Level Funding for FY18						
012102-530008	POLICE - TRAINING SEMINARS	$30,993.26	$31,500.00	$8,689.50	$48,900.00		
	Level Funding for FY18 plus an additional $17,400 for training of new hires/replacements, required seminars, and Sergeants' attendance at Use of Force Training.						
012102-530011	POLICE - ADVERTISING		$800.00		$1,000.00		
	$250 each for 4 potential new hires/replacements						
012102-530017	POLICE - SEALER WEIGHTS & MEASURES	$5,000.00	$5,000.00		$5,000.00		
	Level Funding for FY18						
012102-534003	POLICE - TELEPHONE	$31,504.14	$32,000.00	$14,519.71	$41,922.00		
	Repeaters - $7,178 Phone Bill - $27,744 Outdated Tablet Upgrades - $5,000 (tablets are 5-8 years old) Phone upgrades and replacements for broken equipment - $2,000						

210 - POLICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Totals: $41,922						
012102-534005	POLICE - PRINTING	$1,259.69	$2,200.00	$710.54	$4,050.00		
	Level Funding for FY18 plus additional costs for business cards.						
012102-538004	POLICE - ANIMAL CONTROL EXPENSE	$18,593.37	$23,500.00	$6,215.52	$23,500.00		
	Level Funding for FY18.						
012102-538010	POLICE - PRISONER LOCKUP PROGRAM	$7,050.00	$9,000.00	$2,944.50	$10,000.00		
	Level Funding for FY18 plus an additional $1,000 for prisoner meals. A pro-rata share of Prisoner Lockups is charged to the Xfinity Center, but that revenue is classified as Miscellaneous General Revenue and does not go back into this budget.						
012102-542000	POLICE - OFFICE SUPPLIES	$5,175.62	$5,500.00	$1,893.53	$7,500.00		
	Level Funding for FY18 plus increase for toner and paper costs						
012102-545000	POLICE - CUSTODIAL/HOUSKPING SUPPL	$1,499.72	$2,100.00	$453.20	$2,100.00		
	Level Funding for FY18; this budget includes weekly blanket cleaning and cleaning supplies.						
012102-548000	POLICE - VEHICULAR SUPPLIES	$51,486.89	$40,000.00	$23,902.18	$45,000.00		
	This budget line is for any vehicle-related supplies, maintenance, or repairs needed during FY18. The increase to this budget for FY18 is due to the fact that FY17's actual costs so far this year are higher than expected and FY16 actual expenditures were higher than budgeted.						
012102-548001	POLICE - MOTOR FUEL	$55,353.73	$80,000.00	$23,810.21	$77,000.00		
	Lower prices for fuel are forecasted for FY18.						
012102-549000	POLICE - FOOD/FOOD SERVICE SUPPLIES	$216.52	$220.00	$112.74	$500.00		
	This budget is used for meetings with outside personnel, reimbursements for meals during in-service training at $5 per day as per contract, and paper goods and utensils.						
012102-558000	POLICE - OPERATING SUPPLIES	$27,346.43	$30,000.00	$6,766.77	$30,000.00		
	Level Funding for FY18						
012102-558003	POLICE - AMMUNITION	$25,492.92	$38,400.00	$8,234.39	$40,398.00		
	This budget is for normal ammunition use and also the ammunition for required in-service training, new recruit training, cleaning supplies, and various other protective training gear.						
012102-558006	POLICE - UNIFORM/PROTECTIVE GEAR	$63,493.88	$51,700.00	$28,470.01	$58,200.00		
	As allowed by contract plus vest replacement per required 5 year replacement cycle.						
012102-558012	POLICE - BOOKS/REFERENCES	$4,129.91	$5,500.00	$957.00	$5,500.00		
	Level Funding for FY18						

210 - POLICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012102-572000	POLICE - OUT OF STATE TRAVEL	$3,026.61	$4,000.00		$5,575.00		
	Level Budget for FY18 plus an additional amount for travel to Use of Force Summit						
012102-573100	POLICE - PROF DEVELOPMENT	$10,728.77	$14,500.00	$10,156.00	$28,855.00		
	Various Memberships, of which many include access to online training and data, and $9,000 for Lieutenants' Executive Development School.						
EXPENSES Total:		**$447,957.70**	**$516,420.00**	**$200,152.43**	**$575,957.00**		
012105-585000	POLICE - NON-VEHCLR EQPMNT	$25,218.38	$30,000.00	$12,817.19	$111,350.00		
	Office Furniture - $3,000 Computer-related Equipment - $10,000 Wireless Modems - $5,000 Motorcycle Body Cameras - $4,000 Digital Camera & Go Pro Purchases - $1,350 Total = $23,350 Town Manager's comment: The following projects were voted to be funded from this budget line item by the Capital Improvement Program Committee (CIPC): 1. 15 TASERs - $23,000 2. Fingerprint Machine: $15,000 3. 20 Portable Radios: $50,000 Total: $88,000 Total : $111,350.00						
012105-585001	POLICE - VEHICLS /VEHCLR EQUIP	$128,300.04	$272,809.00	$257,405.22	$179,547.00		
	2 Ford Utility Interceptors lease payments - $34,547 Police Cruiser lighting and technology upgrades - $10,000 Total : $44,547 Town Manager's comment: The following projects were voted to be funded from this budget line item by the Capital Improvement Program Committee (CIPC): 1. 3 Police Cruisers and required upfits: $135,000 Total: $179,547						
CAPITAL OUTLAY Total:		**$153,518.42**	**$302,809.00**	**$270,222.41**	**$290,897.00**		

210 - POLICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012109-580066	POLICE CAR A#12 5/15	$30,000.00					
012109-580067	POLICE PICKUP TRUCK A#12 5/15	$24,985.00					
012109-580068	POLICE RADAR EQUIPMENT A#12 5/15	$15,930.80					
012109-580069	POLICE RADIO EQUIPMENT A#12 5/15	$15,641.08					
012109-580092	ADMIN VEHICLE A#11 5/16		$33,000.00	$30,707.79			
012109-580093	POP CRUISER A#11 5/16		$38,000.00	$38,000.00			
012109-580094	40 GLOCK GUNS A#11 5/16		$16,000.00				
ARTICLES Total:		**$86,556.88**	**$87,000.00**	**$68,707.79**			
POLICE Total:		**$5,619,878.77**	**$6,288,884.00**	**$3,501,172.70**	**$6,708,568.00**		

211 - POLICE - ENCUMBRANCES							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012111-519001	POLICE - TUITION REIMBURSEMENTS	$616.08					
PERSONAL SERVICES Total:		**$616.08**					
012112-558003	POLICE - AMMUNITION		$7,245.00	$7,245.00			
012112-558006	POLICE - UNIFORMS/OTHER CLOTHING						
EXPENSES Total:			**$7,245.00**	**$7,245.00**			
012115-585000	POLICE - NON-VEHICULAR EQUIPMENT						
CAPITAL OUTLAY Total:							
POLICE - ENCUMBRANCES Total:		**$616.08**	**$7,245.00**	**$7,245.00**			

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012201-511001	FIRE - MANAGEMENT SALARIES	$213,885.38	$220,302.00	$101,191.44	$227,514.00		

5111 MANAGEMENT SALARIES

EMPLOYEE	WEEKLY RATE	ANNUAL RATE
N. Boldrighini	2256.21 p/wk	$119669 p/yr
add 3% for chief		$123259 p/yr
Puleo	1914.97p/wk	$99578.34p/yr
add 3% for Deputy		$102567 p/yr
subtotal		$225826
Accrual (2 days) x 2 =		$1688
Total for management		$227514

012201-511002	FIRE - SUPERVISORY SALARIES	$735,780.47	$808,267.00	$373,590.00	$866,119.00		

5112 SUPERVISORY SALARIES

EMPLOYEE	WEEKLY RATE	ANNUAL RATE
Fire Prevention Captains (2)		
Merritt, R	$1702.58	$88533.92
Goyette, M	$1786.04	$92873.81
Proposed EMS Coordinator 26 weeks into fiscal year	$1623.67	$42215.42
Duty shift Lieutenants (4)		
Kelley, P (paramedic)	$1498.68	$77931.2
Robbins, J (basic)	$1428.65	$74289.55
MacNamara,G (basic)	$1428.65	$74289.55
Fontes, K (intermediate)	$1442.66	$75017.88

One Lt. will be promoted to captain at 26 weeks into fiscal year

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	but will be replaced by FF promotion to LT.						
	Duty shift Captains (4)						
	Fiske, R., retiring 26 weeks $1546.09 $40849.26						
	into year, replacement comes						
	from LTs. (26 weeks) $1648.55 $42862.30						
	Burgess, W. $1571.51 $81718.50						
	Terry, J.. $1571.51 $81718.50						
	Tebeau,D $1648.54 $85724.31						
	Subtotal 858024.2						
	accrual (2 days) x 10= $6264						
	TOTAL FOR SUPERVISORY INCLUDING ACCRUAL $866119.05						
012201-511004	FIRE - SECRETARIAL/CLERICAL	$54,753.28	$56,181.00	$25,830.19	$59,644.00		
	Administrative Assistant- non union position						
	EMPLOYEE WEEKLY SALARY ANNUAL SALARY						
	Backlund,W 1127.77 p/wk $58644.48						
	Accrual (2 day) x 1 = $431						
	Total for Administrative assistant $59644.48						
	Includes 3% increase						
012201-511007	FIRE - FIRE SERVICE	$1,483,634.72	$1,376,692.00	$623,418.80	$1,383,580.00		
	5117 Fire Service						
	EMPLOYEE WEEKLY SALARY ANNUAL SALARY						

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Step#5-FFp (14)						
	Jackman, W	$1364.13	$70934.37				
	Munroe	$1364.13	$70934.37				
	Copithorne,M	$1,364.13	$70934.37				
	Thomas,K	$1364.13	$70934.37				
	Desrosiers	$1,364.13	$70934.37				
	Blanchette,E	$1,364.13	$70934.37				
	Devine,J.	$1,364.13	$70934.37				
	Fontiane,J.	$1,364.13	$70934.37				
	Bourget,A.	$1,364.13	$70934.37				
	Hodson, K	$1,364.13	$70934.37				
	Pyrcz,C	$1,364.13	$70934.37				
	Reagan, G	$1364.13	$70934.37				
	McLaughlin, M	$1364.13	$70934.37				
	McDonald, I	$1364.13	$70934.37				
	subtotal		$993081.18				
	one ffp to be promoted to Lt. due to retirement of Cpt. Fiske (26 weeks) subtract 35467.38		$957613.8				
	one ffp to be promoted to EMS Coord. (26 weeks) subtract 35467.38 new subtotal		$922146.42				
	Step #5 FFb (4)						
	Holske ,L	$1300.38	$67619.68				
	Naslund, B (retiring by 1/1/18)	$1,300.38	$33809.88				
	Santucci,J.	$1,300.38	$67619.68				
	Peri	$1,300.38	$67619.68				
	subtotal		$236668.92				
	Step#5 FFi (1)						
	Fontaine, P (retiring by 1/1/18)	$1,313.13	$34141.38				
	subtotal		$34141.38				
	Step#3 FF (1)						
	Perry, A	$1,182.87	$61509.11				

220 - FIRE Account Number	Account Description		FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Step#2 FFp (3) X (26 weeks)							
	replacement for Fiske	$1125.35	$29259.1					
	replacement for Naslund	$1125.35	$29259.1					
	Replacement for P. Fontaine	$1125.35	$29259.1					
	replacement for EMS officer	$1125.35	$29,259.1					
		subtotal	$117,036.4					
	SUBTOTAL FOR FIRE SERVICE		$1,371,502.23					
	Accrual (2 day)		$12,078					
	TOTAL FOR FIRE SERVICE WITH ACCRUAL		$1,383,580.23					
012201-513001	FIRE - SCHEDULED OT		$287,485.26	$316,082.00	$171,390.43	$334,500.00		
	Contractually granted total of 6690 hours of vacation leave per year. Average overtime wage to replace is $50.00 per hr. this includes 4 replacement hires and payouts for 3 retirements 6690 X 50.00 = $334500.							
012201-513002	FIRE - SCHEDULED OT-TRAINING		$7,772.36	$16,756.00	$338.67	$19,000.00		
	Line item covers contractual training to 34 members X 10 hours per member. this includes 4 replacement hires and 3 members expected to retire 380 X 50 = $19000							
012201-513006	FIRE - HOLIDAY PAY		$135,078.86	$147,207.00	$66,368.36	$150,053.00		
	This line item covers holiday pay to all staff members in the department (11 holidays)							
012201-513012	FIRE - SCHEDULED OT-DISPATCH							
	Line item was absorbed into police budget. This currently sits at zero.							
012201-513030	FIRE - UNSCHEDULED OT		$45,360.12	$55,096.00	$20,111.52	$55,900.00		
	This line item covers sick leave coverage.							

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Past 3 year average sick leave use = 2235 hours per year This represents 70 hrs pp/yr (1117.5 hrs) requesting replacement coverage for 50% average usage or $55,900						
012201-513034	FIRE - UNSCHEDLD OT-PERSNL LEAV	$121,278.40	$132,464.00	$70,061.64	$148,350.00		
	This line item provides for personal leave coverage. Contractual addition of 24 hours of personal leave as Holiday brings hours to 2688 replacement hires will account for an additional 216 hrs. 2907 hours X $50 p/hr = $145,350						
012201-513035	FIRE - UNSCHEDLD OT-INJURY LV COV	$5,046.86	$32,032.00		$32,500.00		
	Past 3 year average of 650hrs w/yr (.55 wks/pp) 650 X 50 =32500						
012201-513036	FIRE - UNSCHEDLD OT-FIRE CALL COV	$56,900.20	$62,258.00	$20,160.72	$68,400.00		
	Provides for overtime for off duty responses. This line item has a history of being under funded.						
012201-513038	FIRE - UNSCHEDULED OT-GENERAL	$34,383.55	$72,740.00	$14,748.36	$73,800.00		
	Provides coverage for required training, deliver and pick up of vehicles at repair shops, weather related coverage, SAFE, court time, fire investigations, mechanic time, special events and details, officer meetings, storm coverage, etc. Confined space training requires yearly drills. Training is desired with light department and DPW personnel to support OSHA safety requirements and prepare for emergencies.						
012201-514006	FIRE - LONGEVITY	$18,925.00	$19,975.00	$1,525.00	$19,875.00		
	Covers longevity payments as afforded by the contract. Longevity payments are made on or before June 30th of each year. 30 years 4 members at $1000 4000 Fiske,Naslund, Peri,P.Fontaine 25 years 5 members at $900 4500 Boldrighini,Puleo, Merritt, Robbins,Burgess 20 years 6 members at $525 3175						

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Backlund ($550),Jackman,Fontes,Holske,Terry,Strange						
	15 years 7 members at $475 3325 Goyette, Tebeau, Santucci, Munroe, Copithorne,Hodson,Thomas						
	10 years 8 members at $425 3400 Blanchette,J.Devine,Desroisiers,Kelley,MacNamara, J.Sliney, J.Fontaine, D.Gilrein						
	5 years 5 members at $375 1500 McLaughlin,Bourget, Pyrcz,Reagan						
012201-514007	FIRE - SICK LEAVE INCENTIVE		$74,493.00		$58,857.00		
	This is a contractual item. It allows each firefighter the option to sell back to the Town up to 7 sick days per year while still maintaining a minimum of 60 days. This estimate is based on the past history of this account.						
012201-514008	FIRE - OUT OF GRADE PAY	$6,177.45	$14,989.00	$2,654.59	$15,000.00		
	Line item is used to pay contractual obligation for out of grade pay, including acting Fire Chief coverage during chief vacation time. With increase in number of line officers from four to eight this will increase as a result.						
012201-517000	FIRE - EMPLOYEE BENEFITS	$1,532,425.37	$1,686,270.00	$1,177,396.42	$1,602,198.00		
	Estimated benefits for active and retired employees of this department						
012201-519001	FIRE - TUITION REIMBURSEMENT	$12,611.00	$25,193.00	$2,470.50	$25,193.00		
	This line item is used for tuition reimbursements. In accordance with contract, each firefighter can take four courses per year at $1000 per course.						
	Intentions have been given by 17 members to take 68 classes requested amount is half of actual submitted intentions.						
012201-519002	FIRE - CAREER INCENTIVE	$99,000.00	$109,000.00		$108,250.00		
	career incentive is a contractual item.						
	5111 Boldrighini 5250 Puleo 5250						
	5117 Fontes 7250 Peri 7250 Naslund 750 Holske 5250						

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Jackman 5250						
	Merritt 3250						
	J.Fontaine 5250						
	Thomas 7250						
	Sliney 5250						
	Tebeau 3250						
	Terry 3250						
	Goyette 3250						
	McNamara 5250						
	Santucci 5250						
	Kelley 7250						
	Copithorne 3250						
	McDonald 3250						
	McLaughlin 7250						
	Devine 3250						
	Backlund 3250						
	total 108250						
012201-519005	FIRE - SICK LEAVE BUY BACK	$38,130.07			$39,143.00		
	This includes a payout to three retiring firefighters. This is base on contract allowing pay out of 20% of banked Sick leave. Estimated cost is $39,143.						
	B. Naslund $12,855.17						
	R. Fiske $15,230.86						
	P. Fontaine $11,058.4						
	Total $39,143						
012201-519006	FIRE - STIPENDS	$43,100.00	$58,200.00	$36,300.00	$58,200.00		
	Mechanical Coordinator 1 at 750						
	Fire Alarm Coordinator 1 at 750						
	Tech Rescue Coordinator 1 at 750						
	Hazardous Material Coordinator 1 at 3000						
	SCBA Coordinator (air packs) 1 at 750						
	SAFE Program Coordinator 1 at 750						
	Certified MFA Line Officer 8 at 750 6000						
	Certified MFA Fire Inspector 2 at 750 1500						
	Certified Fire Apparatus Maint 1 at 750						
	total 15000						
	4 members eligible for one time confined space training stipend						

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	4 X 300 = 1200 includes physical fitness test stipend for all FD employees estimated at 36,000. Members must pass standard test to be eligible for $1000 per member. Subtotal 52,200 Chief stipend for Xfinity Center and MEMA 6000 Total 58,200						
012201-519007	FIRE - CLEANING ALLOWANCE	$21,600.00	$22,800.00	$21,600.00	$22,800.00		
	Cleaning allowance by contract is $600 per member 38 X 600 = 22800 Replacement for Retiring member Brassard - $600 38 x 600= 22800						
012201-519011	FIRE - UNUSED VACATION BUYBACK						
	Town Manager's comment: This budget is for paying out a retiring firefighter's accumulated vacation pay. This amount is still to be calculated.						
PERSONAL SERVICES Total:		**$4,953,328.35**	**$5,306,997.00**	**$2,729,156.64**	**$5,368,876.00**		
012202-521001	FIRE - ELECTRICITY	$15,346.68	$18,898.00	$8,373.17	$18,898.00		
	Covers electricity at both stations						
012202-521003	FIRE - HEAT	$7,696.02	$16,000.00	$2,150.34	$16,000.00		
	covers heat at both stations. includes gas for both emergency generators.						
012202-523001	FIRE - SEWER/WATER CHARGES	$3,310.85	$3,750.00	$917.26	$4,000.00		
	covers sewer and water at both stations. both stations are on Town sewer.						
012202-524001	FIRE - REPAIR & MAINT BLDG/GRNDS		$2,119.00		$2,119.00		
	Some repairs are not covered by Buildings and Special Projects. Repairs are made to "maintain existing" only.						
012202-524003	FIRE - REPAIR & MAINT EQPMNT	$44,309.93	$53,000.00	$61,187.88	$78,000.00		
	This line item covers repairs and maintenance to all fire vehicles and other related equipment. Much of work is done in-house by local mechanic. About $7000 is paid out to repair shops each year. Mechanic is funded at eight hours /week at $37/hr						

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Tower will need minimum of and $20,000 for slip joints, real axle and leaf springs work.						
012202-524017	FIRE - ANNUAL MAINT CONTRACTS	$17,474.77	$21,206.00	$18,899.16	$24,566.00		
	This line item covers the maintenance contracts for the UHF Radio System, various essential systems,and the Public Safety Computer Software as it relates to the Fire Department. UHF Radio System $11,000 Computer Software $3200 Breathing Equip. Air Testing $1530 IKON copier Plymouth St. (lease) $3300 Independent compressor $2536 Air Cleaning Specialists (plymovent) $3000 Total $24566						
012202-530008	FIRE - TRAINING SEMINARS		$3,000.00		$3,000.00		
	defrays cost of training seminars. The department seeks ways to get training for no cost as often as possible. As a result this line item is kept at a bare minimum.						
012202-534001	FIRE - TELEPHONE	$3,157.27	$5,000.00	$1,106.77	$5,000.00		
	l telephone, fax, data, and modem lines transfered to DPW for FY16 but cell phones with data plans remain an essential part of operations. Each ambulance, the engine, fire prevention, Chief and deputy chief have cell phones with data plans. The data plans allow hot spots for computer field operations.						
012202-538009	FIRE - SPECIALIZED SRVCS	$696.69	$850.00	$221.04	$1,000.00		
	This line item covers bottled water and drink mixes for "rehab" at incident scenes, misc. supplies for meetings, events and training sessions, newspaper ads, appliance repairs, legal updates, specialized testing, and pest control. Pest control $850 Rehab Supplies $1000 Total $1850						
012202-542000	FIRE - OFFICE SUPPLIES	$1,194.49	$2,000.00	$261.33	$2,000.00		
	covers general office supplies						

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012202-545000	FIRE - CSTDL/HOUSEKPING SUPPL		$500.00		$500.00		
	used for minor purchases of custodial and housekeeping supplies						
012202-548000	FIRE - VEHICULAR SUPPLIES	$9,480.37	$13,000.00	$7,165.72	$23,000.00		
	covers the purchase of parts and supplies for fire vehicles						
012202-548001	FIRE - MOTOR FUEL	$15,388.56	$20,000.00	$6,625.09	$20,000.00		
	covers gasoline, diesel fuel, oil and oil filters etc.						
012202-558000	FIRE - SUPPLIES AND MATERIALS	$3,917.74	$5,175.00	$858.80	$5,175.00		
	This line item covers batteries, business printing, small hardware purchases, vehicle wash and supplies, lumber, fire alarm thermal paper, absorbents, photo supplies, fire prevention literature, ID cards, hand tools and odds and ends.						
012202-558006	FIRE - UNFRM/PRTCTVE GEAR	$30,881.40	$48,400.00	$26,133.47	$61,600.00		
	This line item covers the purchase of station uniforms and protective clothing by contract.						
	Provides for the need for immediate replacement due to unforeseen circumstances during the course of the year. Set of gear running approx. $1600-$2000.						
	Used to outfit new personnel with all station work uniforms, badges, dress uniforms, boots, etc. ($1000 p/p)						
	Contractual $950 per member (36) $34200						
	misc. items $2000						
012202-573100	FIRE - PROF DEVELOPMENT	$3,244.00	$5,000.00	$2,200.00	$5,200.00		
	Covers dues and expenses for professional affiliations, code updates, memberships, etc.						

Bristol County Fire Wardens	$5
MA coalition on Juvenile Firesetters	$25
Fire Prevention Assoc. of MA (2 at 35)	$70
Fire Prevention meetings (12 at $20)	$240
SE Mass Hazmat steering committee	$100
International Municipal Signal Assoc.	$60
Bristol North EMS	$25
State/county cooperative bid	$300
NFPA dues	$150
NFPA Code updates	$1300
Bristol County CMED (amb. to hosp. radio)	$1000
International Assoc. of Fire Chiefs	$200
New England Assoc. of Fire Chiefs	$25
Bristol County Fire Chiefs Assoc.	$400
Norfolk County Fire Chiefs Assoc.	$400

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Tri county Radio system $300 Fire Chiefs of Massachusetts $400 Annual assessment Bristol County CMED $100 Total $5200						
012202-578008	FIRE - STFF RECRTMNT & DVLPM used to pay fees associated with hiring, MFA fees		$1,275.00	$584.90	$5,100.00		
EXPENSES Total:		**$156,098.77**	**$219,173.00**	**$136,684.93**	**$275,158.00**		
012205-548000	FIRE - IMPROVEMENTS overs building improvements to both stations. Mainly used to buy the materials to perform improvements to both stations which are done by firefighters. This would include paint and supplies to complete various jobs.		$1,530.00	$1,119.00	$1,530.00		
012205-585001	FIRE - VEHICULAR EQUIPMENT Town Manager's comment: The following projects were voted to be funded from this budget line item by the Capital Improvement Program Committee (CIPC): 1. AutoPulse Resuscitation Equipment: $13,000 2. Power Stretcher: $18,000 Total: $31,000				$31,000.00		
012205-585010	FIRE - OFFICE EQUIPMENT In FY14, $12000 was originally estimated for purchase of copier/printer/fax/scanner equipment used by all computers at Plymouth Street. It was determined that a lease had better value and protection during life of equipment. $4880 is expected to be spent in this next fiscal year.	$2,054.58	$4,880.00		$4,880.00		
012205-585012	FIRE - NON-VEHICULAR EQUIPMENT covers replacement hose, nozzles, and firefighting supplies Hose/Nozzles/Etc. $5000 Firefighting supplies $19950 Hazmat supplies $2000 Items purchased include: Foam, dry chemical extinguishing agents, cutting, prying, forcible entry tools, helmets, hoods, gloves, breathing air masks, breathing apparatus flow test, hydrostatic testing, general firefighting equipment and support.	$25,944.71	$26,950.00	$7,739.26	$26,950.00		
CAPITAL OUTLAY Total:		**$27,999.29**	**$33,360.00**	**$8,858.26**	**$64,360.00**		

220 - FIRE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012209-580070	3 FIRE CARS A#12 5/15	$99,347.50					
012209-580095	AUTO PULSE EQUIPMENT A#11 5/16		$15,000.00	$10,492.75			
012209-580096	SQUAD 1 REPLACE A#11 5/16		$128,649.00				
012209-580097	POWER STRETCHER A#11 5/16		$18,000.00	$14,382.36			
012209-580098	2 DEFIBRILLATORS A#11 5/16		$35,000.00	$33,251.03			
012209-580099	ANTENNAE UPGRADE A#11 5/16		$20,000.00	$3,782.10			
ARTICLES Total:		**$99,347.50**	**$216,649.00**	**$61,908.24**			
FIRE Total:		**$5,236,773.91**	**$5,776,179.00**	**$2,936,608.07**	**$5,708,394.00**		

230 - EMERGENCY MEDICAL SVRCS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012301-511007	EMER MED SRVC - FIRE SERVICE	$246,113.99	$277,353.00	$127,010.31	$285,921.00		

	NAME	STEP	P/WK	P/YR
5117	Dufort	5p	1364.12	70934.36
	Strange	5p	1364.12	70934.36
	Sliney,J	5p	1364.12	70934.36
	Gilrien,D	5p	1364.12	70934.36
	Subtotal			$283737.44
	Accrual(1 day x 4)			$2184
	Total			$285921.44

012301-513030	EMER MED SRVC - UNSCHEDLD OT	$10,374.13	$11,335.00	$4,757.63	$11,500.00	

Covers holdovers at shift change, second ambulance coverage for multiple calls/patients, ALS overtime and paramedic coverage.

012301-513039	EMER MED SRVC - UNSCHEDLD OT-TRNING	$16,640.02	$25,094.00	$2,778.86	$25,125.00	

Training to maintain advanced life support skills is needed to prevent skill decay and to satisfy mandates by State regulation changes and skill levels determined by the medical Control Physicians.

This additional training represents 20 hours/medic (22) and 20 hrs/intermediate (2)

20 x 21 = 360 hrs x $49.28 =	$20697.6
20 x 3 = 40 hrs x $46.89 =	$1875.6
20 x 2 = 40 hrs x $63.78 =	$2551.2
20 X 3 = 60 hrs x $40.19 =	$2411.4
total	$25124.4

012301-517000	EMER MED SRVC - EMPLOYEE BENEFITS	$57,834.93	$83,962.00	$38,730.31	$87,435.00	

Estimated benefits for active and retired employees of this department

230 - EMERGENCY MEDICAL SVRCS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012301-519006	EMER MED SRVC - STIPENDS	$189,300.00	$201,200.00	$189,300.00	$201,200.00		

NAME	STEP	STIPEND
Chief Boldrighini	5b	4550
Deputy Puleo	5b	4550
Lt.Fiske	5b	4550
Lt. Burgess	5b	4550
Lt. Merritt	5b	4550
Lt.Terry	5b	4550
Lt. Tebeau	5p	5900
Lt. Goyette	5p	5900
FF Desrosiers	5p	5900
FF Kelly	5p	5900
FF Jackman	5p	5900
FF Sliney	5p	5900
FF Gilrien	5p	5900
FF Dufort	3p	5900
FF Strange	5p	5900
FF Munroe	5p	5900
FF Bourget	5p	5900
FF Thomas	5p	5900
FF Copithorne	5p	5900
FF Devine	5p	5900
FF Reagan	4p	5900
FF Blanchette	5p	5900
FF Fontaine, J	5p	5900
FF Fontaine,P	5I	5400
FF Fontes	5I	5400
FF Prycz	5p	5900
FF Hodson	5p	5900
FF Mclaughlin	5p	5900
FF McDonald	4p	5900
FF Santucci	5b	4550
FF McNamara	5b	4550
FF Holske	5b	4550
FF Naslund	5b	4550
FF Peri	5b	4550
FF Robbins	5b	4550
FF Perry	2p	5900
EMS Coordinator (2)		2000
FTO/QAQI mentors (4)		4000

230 - EMERGENCY MEDICAL SVRCS Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Total 201200						
PERSONAL SERVICES Total:		**$520,263.07**	**$598,944.00**	**$362,577.11**	**$611,181.00**		
012302-524008	EMER MED SRVC - REPR & MAINT EQPMNT	$2,926.23	$6,000.00	$1,493.44	$60,000.00		
	This covers maintenance and repairs to EMS equipment and ambulances.						
012302-524017	EMER MED SRVC - ANNL MAINT CNTRCTS	$13,625.50	$12,955.00	$13,395.09	$13,955.00		
	Annual maint. agreement ZOLL defibrillators	$6200					
	Annual Software support Ambu-pro	$6955					
	Preventative maintenance ambulance stretchers	$800					
	total	$13955					
012302-524019	EMS - FUEL DEPOT						
012302-530012	EMER MED SRVC - DATA PROCESSING	$43,733.79	$48,000.00	$17,051.59	$50,000.00		
	This covers the cost of the billing company Comstar.						
	Comstar only charges 4% of actual money collected.						
	Over the last three years, the average annual cost to the department is $45000						
	The amount of ambulance revenue has averaged approx. $700000 in this same time span.						
	FY18 is predicted to generate approx. $1.2 million due to increase in rates and adjustment to plans.						
012302-534001	EMER MED SRVC - TELEPHONE	$3,119.61	$1,700.00	$1,208.12	$3,200.00		
	Each rescue must be equipped with cell phone per state OEMS regulations. This allows communications to be sent to the receiving hospital.						
012302-548000	EMER MED SRVC - VEHICULAR SUPPLIES	$758.14	$6,000.00	$857.45	$3,600.00		
	small vehicle and equipment repair and replacement for rescues						
012302-548001	EMER MED SRVC - MOTOR FUEL	$10,291.81	$12,000.00	$4,550.77	$12,000.00		
012302-558011	EMER MED SRVC - OPERATING SUPPLIES	$31,520.43	$29,000.00	$11,337.74	$38,000.00		
	Covers a tremendous amount of daily operating supplies both big and small for EMS, from bandages to backboards and various equipment.						
012302-558012	EMER MED SRVC - BOOKS/REFERENCES	$534.44	$800.00	$690.84	$800.00		
	log books and medical books for ambulances. State changes conditions and must now have hard cover log books which are costly.						

230 - EMERGENCY MEDICAL SVRCS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
012302-573101	EMER MED SRVC - LICENSES	$11,800.00	$11,863.00	$4,999.99	$12,000.00		
	state OEMS licenses						
	Affiliation agreement to establish Norwood Hospital and Dr. Valkanis as Mansfield Medical control. This will be an annual assessment of $10,000.						
EXPENSES Total:		**$118,309.95**	**$128,318.00**	**$55,585.03**	**$193,555.00**		
012305-585003	EMER MED SRVC - NON-VEHCLR EQPMNT	$2,477.72	$2,587.00		$2,587.00		
	EMS equipment replacement						
CAPITAL OUTLAY Total:		**$2,477.72**	**$2,587.00**		**$2,587.00**		
EMERGENCY MEDICAL SVRCS Total:		**$641,050.74**	**$729,849.00**	**$418,162.14**	**$807,323.00**		

240 - DISPATCHERS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012401-511006	DISPATCHERS - CTRL DISPATCH SRVC	$486,966.89	$532,508.00	$233,077.19	$553,254.00		
	Haen - $56,659 FY18 Salary includes 1 day accrual						
	Kulbok - $65,666 FY18 Salary includes 1 day accrual						
	Lehane - $56,728 FY18 Salary includes 1 day accrual						
	McKay - $62,578 FY18 Salary includes 1 day accrual						
	Mitchell - $61,293 FY18 Salary includes 1 day accrual						
	Moreau - $62,653 FY18 Salary includes 1 day accrual						
	Ruth - $52,044 FY18 Salary includes 1 day accrual						
	Seaward - $53,709 FY18 Salary includes 1 day accrual						
	Todesco - $59,057 FY18 Salary includes 1 day accrual						
	Training & Subs - $22,867						
	FY18 Total: $553,254						
012401-513001	DISPATCHERS - SCHEDULED OT	$102,537.46	$110,000.00	$58,718.79	$131,665.00		
	This budget is based on FY16 actuals and an increase in vacation days earned as per contract.						
012401-513002	DISPATCHERS - SCHEDULED OT-TRAINING	$4,563.78	$9,000.00	$478.52	$9,000.00		
	Level Funding for FY18.						
012401-513039	DISPATCHERS - TRAINING PAY	$4,715.42	$5,600.00	$171.00	$8,635.00		
	Level Funding for FY18 plus an additional 40 hours of supervisor training.						
012401-514002	DISPATCHERS - HOLIDAY PAY	$192.09	$4,000.00		$4,877.00		
	Per current contract. There is $24,400 of potential holiday pay that could be paid out per contracts in FY18. This budgeted amount assumes that only 20% of personnel will receive this pay in FY18.						
012401-514006	DISPATCHERS - LONGEVITY	$2,100.00	$2,100.00	$2,100.00	$5,450.00		
	As per current contract.						
012401-514007	DISPATCHERS - SICK LEAVE INCENTIVE		$3,000.00		$4,063.00		
	Per current contract. There is $12,312 of eligible sick leave that can be potentially bought back in FY18. This budgeted amount assumes that only 33% of personnel will qualify for the buyback.						

240 - DISPATCHERS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
012401-517000	DISPATCHERS - EMPLOYEE BENEFITS	$182,512.20	$201,922.00	$122,334.38	$206,184.00		
	Estimated benefits for active and retired employees of this department.						
012401-519007	DISPATCHERS - CLEANING ALLOWANCE	$5,850.00	$5,850.00	$5,850.00	$5,850.00		
	As per current contract.						
PERSONAL SERVICES Total:		**$789,437.84**	**$873,980.00**	**$422,729.88**	**$928,978.00**		
012402-524006	DISPATCHERS - REPAIR & MAINT EQUP	$2,933.66	$3,400.00	$891.12	$3,400.00		
	Level Funding for FY18						
012402-530014	DISPATCHERS - 911 TRAINING SEMINARS	$225.00			$4,770.00		
	State mandated seminars and associated travel costs to attend the seminars.						
012402-534001	DISPATCHERS - TELEPHONE	$68.70	$600.00		$600.00		
	Level Funding for FY18						
012402-558006	DISPATCHERS - UNIFRM/PRTCTIVE GEAR	$3,913.62	$8,450.00	$819.83	$8,450.00		
	As per negotiated contracts inclusive of contractual amounts for subs.						
012402-558011	DISPATCHERS - OPERATING SUPPLIES	$5,347.42	$5,000.00	$4,412.40	$5,400.00		
	FY18's budget based on FY16's actual expenditures.						
012402-558012	DISPATCHERS - BOOKS/REFERENCES	$796.32	$600.00		$800.00		
	FY18's budget based on FY16's actual expenditures.						
012402-573100	DISPATCHERS - PROF DEVELOPMENT	$2,670.00	$4,000.00		$4,000.00		
	Level Funding for FY18						
EXPENSES Total:		**$15,954.72**	**$22,050.00**	**$6,123.35**	**$27,420.00**		
012405-585002	DISPATCHERS - NON-VEHCLR EQPMNT	$1,945.51	$3,000.00	$1,575.00	$3,000.00		
	Level Funding for FY18; includes Emergency Medical Dispatch support						
CAPITAL OUTLAY Total:		**$1,945.51**	**$3,000.00**	**$1,575.00**	**$3,000.00**		
DISPATCHERS Total:		**$807,338.07**	**$899,030.00**	**$430,428.23**	**$959,398.00**		

251 - REGULATORY & INSPECTIONS							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012511-511001	REG & INSPECT - MANAGEMENT SALARIES	$102,321.94	$87,114.00	$40,122.00	$88,856.00		
	level funded pending new union contract						
012511-511003	REG & INSPECT - TECHNICAL SUPPORT	$59,738.10	$60,930.00	$28,342.62	$62,149.00		
	level funded pending new union contract						
012511-511004	REG & INSPECT -SECRETARIAL/CLERICAL	$168,090.48	$173,027.00	$79,695.12	$176,487.00		
	level funded pending new unon contracts						
012511-511005	REG & INSPECT -TECH SPPRT-BLDG INSP	$2,979.48	$4,000.00	$1,304.46	$4,000.00		
012511-512001	REG & INSPECT - SEASONAL SERVICES		$2,500.00		$2,500.00		
012511-513030	REG & INSPECT- UNSCHEDULED OVERTIME	$181.62	$3,500.00	$62.36	$3,500.00		
012511-514006	REG & INSPECT - LONGEVITY	$2,575.00	$1,950.00	$1,950.00	$1,950.00		
012511-514007	REG & INSPECT- SICK LEAVE INCENTIVE	$3,020.25	$7,000.00		$7,557.00		
012511-517000	REG & INSPECT - EMPLOYEE BENEFITS	$132,090.57	$141,255.00	$110,314.86	$139,027.00		
	Estimated benefits for active and retired employees of this department						
012511-519000	REG & INSPECT - OTHER PERSONAL SERV	$3,846.00					
PERSONAL SERVICES Total:		**$474,843.44**	**$481,276.00**	**$261,791.42**	**$486,026.00**		
012512-524007	REG & INSPECT -REPAIR & MAINT EQUIP	$70.00	$100.00	$84.82	$100.00		
012512-524019	REG & INSPECT - FUEL DEPOT		$1.00		$1.00		
012512-530000	REG & INSPECT - PROF/TECH SERVICES	$519.99	$750.00	$595.48	$750.00		
012512-530001	REG & INSPECT-DEMO MAINT PROF/TECH		$1,000.00		$1,000.00		
012512-530008	REG & INSPECT - TRAINING SEMINARS	$1,430.00	$3,000.00	$265.00	$3,000.00		
012512-534001	REG & INSPECT - TELEPHONE	$1,909.09	$1,500.00	$620.58	$1,500.00		
012512-534005	REG & INSPECTIONS - PRINTING	$210.37	$1.00	$39.14	$1.00		
012512-542000	REG & INSPECT- OFFICE SUPPLIES	$1,200.69	$2,000.00	$219.32	$2,000.00		
012512-548000	REG & INSPECT - VEHICULAR SUPPLIES	$70.00	$1,000.00		$1,000.00		
012512-548001	REG & INSPECT - MOTOR FUEL	$760.13	$2,000.00	$364.15	$2,000.00		
012512-558006	REG & INSPECT - UNFRM/PROTCTVE GEAR	$542.87	$650.00		$650.00		
012512-558012	REG & INSPECT - BOOKS/REFERENCES	$1,104.62	$1,500.00	$87.80	$1,500.00		
012512-571000	REG & INSPECTIONS - TRANSPORTATION		$100.00		$100.00		
012512-573100	REG & INSPECT - PROF DEVELOPMENT	$792.00	$1,000.00	$175.00	$1,000.00		
EXPENSES Total:		**$8,609.76**	**$14,602.00**	**$2,451.29**	**$14,602.00**		

251 - REGULATORY & INSPECTIONS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
012519-580071	2 INSPECTIONS VEHICLES A#12 5/15	$55,950.00					
ARTICLES Total:		**$55,950.00**					
REGULATORY & INSPECTIONS Total:		**$539,403.20**	**$495,878.00**	**$264,242.71**	**$500,628.00**		

291 - EMERGENCY MNGT

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012911-511001	EMER MNGMNT - MANAGEMENT SALARIES	$3,498.00	$4,498.00	$1,249.50	$4,498.00		
	This budget line was last increased in FY2009 increase of $1000 requested bringing total cost to $4498						
PERSONAL SERVICES Total:		**$3,498.00**	**$4,498.00**	**$1,249.50**	**$4,498.00**		
012912-521001	EMER MNGMNT - ELECTRICITY	$3,411.61	$4,000.00	$1,204.61	$4,000.00		
	This account covers electricity for our County St. facility. It includes the main building and a 5 bay storage building which came on line in September of 2011.						
012912-523001	EMER MNGMNT - SEWER/WATER CHARGES	$97.49	$2,000.00	$61.77	$2,000.00		
	This account covers water and sewer charges for our County St. Facility.						
012912-524007	EMER MNGMNT - REPAIR & MAINT EQPMNT	$5,746.49	$6,000.00	$1,440.53	$11,000.00		
	This account covers the cost for repair and maintenance of all of our equipment including vehicles, generators, lighting towers, service contracts for our copy machine and AED. Two older vehicles were replaced in 2011 with donated, used vehicles. Two vehicles will be dontated to replace 1990"s models. Attleboro Fire Department is donating an ambulance and the Mansfield Fire Department is donating a squad truck. Each of these will need to be repainted. The cost is estimated to be $5000.						
012912-527000	EMER MNGMNT - RENTALS AND LEASES	$330.00	$900.00	$690.00	$900.00		
	This account covers the lease of our oxygen and gas tanks and the oxygen and gas we use. As a cost saving move, the pagers for our members were eliminated during FY 2012.						
012912-530008	EMER MNGMNT - TRAINING SEMINARS	$2,968.36	$3,500.00	$229.17	$3,500.00		
	This account covers the training costs for all of our members in areas such as CPR, First Aid, Emergency Medical Technician, continuing education, amateur radio operator training, and the training for our community based Citizens Emergency Response Team (CERT).						
012912-530011	EMER MNGMNT - ADVERTISING		$100.00		$100.00		
	This account covers Mansfield's share of the costs for advertising the SARA Title III Regional Emergency Planning Committee hazardous materials meetings.						
012912-534001	EMER MNGMNT - TELEPHONE	$1,783.12	$780.00	$759.10	$1,000.00		
	This account covers the cost of the telephone and FAX systems at our County St. Facility. It also covers the costs of the secure internet connection that we use to be able to tie into the Town's computer network.						
012912-534005	EMER MNGMNT - PRINTING	$35.00	$1,000.00	$296.60	$1,000.00		
	This account covers the costs of printing of our forms, the reprinting of the Town's Emergency Operations Plan, a yearly requirement, the printing of CERT Training supplies, and other training supplies.						

291 - EMERGENCY MNGT							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
012912-538009	EMER MNGMNT - SPECIALIZED SERVICES	$187.22	$200.00	$88.21	$200.00		
	This account covers the costs of cleaning sheets and blankets used on the ambulance and shelters, as well as the uniforms that are returned.						
012912-542000	EMER MNGMNT - OFFICE SUPPLIES	$390.61	$1,000.00	$38.82	$1,000.00		
	This account covers the costs of general office supplies, copy paper, etc.						
012912-543000	EMER MNGMNT - BLDG/EQPMNT SUPPLIES	$3,925.42	$4,000.00	$337.88	$4,000.00		
	This account covers the costs of cleaning and maintenance of our County St. Facility.						
012912-545000	EMER MNGMNT - CSTDL/HOUSKPING SUPPL		$200.00		$200.00		
	This account covers the cleaning supplies used at the County St. Facility. Our membership do the majority of the cleaning.						
012912-548000	EMER MNGMNT - VEHICULAR SUPPLIES	$2,167.67	$2,500.00	$929.96	$2,500.00		
	This account covers the costs of material used in the repair and maintenance of all of our equipment, vehicles, generators, light towers, etc. which is used by either the DPW or our membership.						
012912-548001	EMER MNGMNT - MOTOR FUEL	$1,172.21	$2,500.00	$297.86	$2,500.00		
	This account covers the costs of fuel used by all of our vehicles, generators, and light towers						
012912-558006	EMER MNGMNT - UNIFRM/PROTCT GEAR	$5,504.19	$5,500.00	$1,914.06	$5,500.00		
	This account covers all of the costs of uniforms, protective, and safety equipment. Member currently use clothing from home to account for rain or snow. These have few if any home made identification markings nor do they provide visibility in difficult conditions. The cost of outfitting the members with high visibility weather resistant coats is estimated to cost $2000.						
012912-558011	EMER MNGMNT - OPERATING SUPPLIES	$2,422.22	$2,500.00	$60.48	$2,500.00		
	This account covers the costs of the misc. operating supplies for the agency including batteries, first aid equipment and supplies, and other misc. operating supplies						
012912-558012	EMER MNGMNT - BOOKS/REFERENCES		$100.00		$100.00		
	This account covers the costs of reference books for our agency.						
012912-558013	EMER MNGMNT - TRAINING SUPPLIES	$5,483.09	$5,500.00		$5,500.00		
	This account covers the costs of training supplies for the training courses we conduct in house. These courses are geared toward education for the general public as well as members. We will continue to replace the old CPR Manikins and AED Trainers. This account also covers the costs of the books and materials as we change over to the new American Heart Association and DOT CPR standards.						
012912-578008	EMER MNGMNT - RECRUIT & DEVELOP		$500.00		$500.00		
	This account covers the costs of memberships and the expenses at training seminars and instructor recertifications. We provide active EMT's with cost effective memberships in a state EMT Association which enables them to take recertification/coned courses at little or no cost for those that we are unable to supply in house.						
EXPENSES Total:		**$35,624.70**	**$42,780.00**	**$8,349.05**	**$48,000.00**		

291 - EMERGENCY MNGT							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
012915-585000	EMER MNGMNT - NON-VEHICULAR EQPMNT	$3,081.64	$5,000.00	$2,154.01	$5,000.00		
	The agency is now providing services during fires and long term incidents for police and fire departments.						
CAPITAL OUTLAY Total:		**$3,081.64**	**$5,000.00**	**$2,154.01**	**$5,000.00**		
EMERGENCY MNGT Total:		**$42,204.34**	**$52,278.00**	**$11,752.56**	**$57,498.00**		

300 - EDUCATION Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
013001-510000	EDUCATION - SCHOOL SALARIES	$34,093,161.66	$38,129,966.00	$12,574,198.36	$39,628,000.00		
	The School Superintendent and School Director of Finance and Operations have submitted a FY18 Budget summary schedule to the School Committee explaining these expenses. That FY18 Budget summary schedule has been included in this Budget Message for reference purposes.						
PERSONAL SERVICES Total:		**$34,093,161.66**	**$38,129,966.00**	**$12,574,198.36**	**$39,628,000.00**		
013002-520000	EDUCATION - SCHOOL PURCHSD SRVCS	$7,740,744.49	$9,124,452.00	$3,106,167.32	$10,377,951.00		
	The School Superintendent and School Director of Finance and Operations have submitted a FY18 Budget summary schedule to the School Committee explaining these expenses. That FY18 Budget summary schedule has been included in this Budget Message for reference purposes.						
EXPENSES Total:		**$7,740,744.49**	**$9,124,452.00**	**$3,106,167.32**	**$10,377,951.00**		
EDUCATION Total:		**$41,833,906.15**	**$47,254,418.00**	**$15,680,365.68**	**$50,005,951.00**		

301 - EDUCATION-PRIOR YR ENCUMBRANCE							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
013011-510000	EDUCATION-ENCUMBERED PERS SERVS	$2,342,191.18	$2,539,831.33	$2,501,962.45			
PERSONAL SERVICES Total:		**$2,342,191.18**	**$2,539,831.33**	**$2,501,962.45**			
013012-520000	EDUCATION-ENCUMBERED OTHER EXPENSES	$410,296.75	$962,495.27	$573,030.35			
EXPENSES Total:		**$410,296.75**	**$962,495.27**	**$573,030.35**			
EDUCATION-PRIOR YR		**$2,752,487.93**	**$3,502,326.60**	**$3,074,992.80**			

300 - EDUCATION Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
013099-580026	SCHOOLS-MHS STAGE VENT A#16 5/13	$53,185.42					
013099-580027	SCHOOLS-QMS STAGE VENT A#16 5/13	$50,244.03	$7,294.91				
013099-580046	SCHOOLS ROBINSON WINDOWS A#12 5/14						
013099-580048	RG SCH CRAWL SP REPAIR A12 5/14	$3,400.00	$21,600.00	$13,534.82			
013099-580077	JOR/JACK EXTERIOR PANELS A#12 5/15	$10,063.09	$59,936.91				
013099-580078	QMS BLEACHERS & PARTITION A#12 5/15	$60,466.61	$27,533.39				
013099-580079	SCHOOL TEXTBOOKS A#12 5/15	$111,251.29	$45,748.71	$42,938.05			
013099-580080	QMS CAMERAS A#12 5/15	$5,000.00	$45,000.00	$45,000.00			
013099-580081	SCHOOL-WIDE WI-FI A#12 5/15	$49,786.03	$35,213.97				
013099-580082	QMS & MHS STAGE FLOORS A#12 5/15	$14,418.49	$15,581.51				
013099-580083	FOOD SERVICE EQUIPMENT A#12 5/15	$54,000.00					
013099-580084	UNIVENTILATORS A#12 5/15	$8,750.00	$21,250.00	$18,550.86			
013099-580085	QMS & MHS STAGE CURTAINS A#12 5/15	$23,969.00	$15,104.69				
013099-580107	MHS WATER PUMP A#11 5/16		$29,400.00	$1,590.00			
013099-580108	MHS SWITCH GEAR A#11 5/16		$222,000.00				
013099-580109	JOR/JACK 50% WINDOWS A#11 5/16		$88,550.00				
013099-580110	JOR/JACK HOT WATER PUMP A#11 5/16		$22,000.00				
013099-580111	QMS STUDY STEAM A#11 5/16		$17,000.00				
013099-580112	ROL GRN ASBESTOS REMOVAL A#11 5/16		$50,000.00	$50,000.00			
013099-580113	ROBINSON CARPET TILE 2 RM A#11 5/16		$58,000.00	$2,087.15			
013099-580114	DISTRICT-WIDE CHROMEBOOKS A#11 5/16		$71,000.00	$70,995.00			
013099-580115	DISTRICT UNIVENTILATORS A#11 5/16		$30,000.00	$17,248.16			
013099-580116	ROBINSON BATHROOMS A#11 5/16		$150,000.00				
013099-580117	QMS ELEVATOR A#11 5/16		$75,000.00				
013099-580118	MHS BLEACHERS A#11 5/16		$50,000.00				
013099-580119	QMS 8TH GRADE LOCKERS A#11 5/16		$90,000.00	$80,400.00			
013099-580120	SCHOOL-WIDE WI-FI A#11 5/16		$40,000.00				
ARTICLES Total:		**$444,533.96**	**$1,287,214.09**	**$342,344.04**			
EDUCATION Total:		**$444,533.96**	**$1,287,214.09**	**$342,344.04**			

350 - ED EMPLOYEE BENEFITS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
013502-574001	EDUCATION-PROPERTY INSURANCE	$186,999.81	$247,071.00	$180,669.30	$250,000.00		
	No cost estimates have been received as of today. A preliminary placeholder budget has been forecasted for FY18.						
013502-574004	EDUCATION-WORKERS COMP	$204,295.00	$354,007.00	$296,145.00	$330,000.00		
	No cost estimates have been received as of today. A preliminary placeholder budget has been forecasted for FY18.						
EXPENSES Total:		**$391,294.81**	**$601,078.00**	**$476,814.30**	**$580,000.00**		
013504-517000	EDUCATION - EMPLOYEE BENEFITS	$8,211,341.62	$8,945,566.00	$4,927,181.22	$9,576,029.00		
	Estimated benefits for active and retired employees of this department						
ALLOCATED EMP BENEFITS Total:		**$8,211,341.62**	**$8,945,566.00**	**$4,927,181.22**	**$9,576,029.00**		
ED EMPLOYEE BENEFITS Total:		**$8,602,636.43**	**$9,546,644.00**	**$5,403,995.52**	**$10,156,029.00**		

351 - ED EMP BENEFITS-ENCUMBRANCES							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
013514-517000	EDUCATION - EMPLOYEE BENEFITS	$5,000.00	$29,500.00	$7,752.85			
ALLOCATED EMP BENEFITS Total:		**$5,000.00**	**$29,500.00**	**$7,752.85**			
ED EMP BENEFITS-ENCUMBRANCES		**$5,000.00**	**$29,500.00**	**$7,752.85**			

390 - TOWN EX FOR ED							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
013901-511003	TOWN EXPEND FOR ED - TECH SUPPORT	$41,820.00	$42,657.00	$25,515.35	$53,000.00		
	This budget pays for a school employee to process any Medicare and Medicaid forms and request any reimbursements due to the School. This posiiton's costs are forecasted to be $53,000 for FY18.						
PERSONAL SERVICES Total:		**$41,820.00**	**$42,657.00**	**$25,515.35**	**$53,000.00**		
013902-565000	SE REGIONAL SCHOOL DISTRICT ASSESS.	$851,286.00	$782,459.00	$391,229.50	$824,479.00		
	This budget is to pay for the Town's assessment for students that attend Southeastern Regional Vocational Technical High School. A preliminary FY18 Budget has not been received from Southeastern. This is an estimate only pending an FY18 Budget.						
EXPENSES Total:		**$851,286.00**	**$782,459.00**	**$391,229.50**	**$824,479.00**		
TOWN EX FOR ED Total:		**$893,106.00**	**$825,116.00**	**$416,744.85**	**$877,479.00**		

410 - ENGINEERING							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
014109-584001	CANOE RVR DAM IMPR.-A#37 ATM 5/10		$15,788.87				
ARTICLES Total:			**$15,788.87**				
ENGINEERING Total:			**$15,788.87**				

418 - HIGHWAY - ENCUMBRANCES							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
014182-524011	HIGHWAY - REPAIRS & MAINT EQUIPMENT	$1,602.87					
EXPENSES Total:		**$1,602.87**					
014185-585000	HIGHWAY - NON-VEHICULAR EQUIPMENT		$14,500.00				
CAPITAL OUTLAY Total:			**$14,500.00**				
HIGHWAY - ENCUMBRANCES Total:		**$1,602.87**	**$14,500.00**				

419 - DPW ADMIN. - ENCUMBRANCES							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
014192-530006	DPW ADMIN - ENGINEER/ARCHITECT	$10,999.11	$19,281.53	$3,951.82			
EXPENSES Total:		**$10,999.11**	**$19,281.53**	**$3,951.82**			
DPW ADMIN. - ENCUMBRANCES Total:		**$10,999.11**	**$19,281.53**	**$3,951.82**			

420 - DPW ADMINISTRATION

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
014201-511001	DPW ADMIN - MANAGEMENT SALARIES	$123,991.20	$125,886.00	$59,206.91	$132,256.00		

Azinheira Director $ 146,397.96
Car allowance: $ 6,000.00

Total: $ 152,397.96

45% DPW Admin $ 68,597.08
25% Water $ 38,099.49
5% Sewer $ 7,619.98
25% MFN $ 38,099.49

Total = $152,416.04

Richard C. Alves Jr Town Engineer/Deputy DPW Director
Supervisory Unit Grade K Step 8

Total Salary: $ 106,097.19/ year $2,040.33/week $54.41/hour

60% in DPW Admin $ 63,658.31
15% in Water $ 15,914.58
25% in the Sewer $ 26,524.30

Total Accrual: N/A

Management Total: $ 132,255.39

014201-511002	DPW ADMIN - SUPERVISORY SALARIES	$32,203.73	$33,818.00	$15,548.15	$35,208.00		

Collins -DPW Office Manager
Supervisory Union Grade G 5

Total Salary: $ 70,414.98/year $1,354.13/week $36.11/hour

50% DPW Admin $ 35,207.49
25% Water $ 17,603.75
15% Sewer $ 10,562.25
10% MFN $ 7,041.50

Accrual: N/A

Total - $ 35,207.49

420 - DPW ADMINISTRATION

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	F T E =1.0						
014201-511003	DPW ADMIN - TECHNICAL SALARIES	$19,250.72	$23,400.00	$9,500.00	$23,818.00		

Temporary surveyor with experience in the field who is currently on the tax break program with the Town. The pay rate will be based on $25.50/hr x 19 hours per week x 44 weeks per year = $21,318.00 Seasonal Help = $2,500 Total = $ 23,818.00

Assistant Engineer Grade G Step 1 $ 37.75/hour $ 1,415.63/week $ 73,612.50

50% Admin $ 36,806.25
20% Water $ 14,722.50
30% Sewer $ 22,083.75

Total = $ 63125.25

This will help the Engineering Department complete surveys that need to be performed to get the jobs designed and permitted as necessary. With this support, we would be able to respond to DPW road/sewer/water projects needed without the use of their own personnel. By performing more work in house cost can be minimized, and better overall consistency can be maintained.

Town Manager's comment: the Assistant Engineer position has been removed from this budget.

014201-511004	DPW ADMIN - SECRETARIAL/CLERICAL	$39,320.22	$40,440.00	$16,103.23	$37,187.00		

Renee Gauthier -Administrative Secretary/Billing Supervisor Grade C Step 6-7 + 1% $ 68,640.00/year $ 1,320.00/wk $35.20/hr

DPW Admin 20% $ 13,728.00 (accual N/A)
Water 55% $ 37,752.00
Sewer 25% $17,160.00

Vel Bishop - Billing Supervisor Grade C Step 7 $35.20/hour $1,320.00/week $68,640.00/year
70% Water = $ 48,048.00
30% Sewer = $ 20,592.00

Lisa Barry - Bookkeeper Step 3 $ 46,917.00/year $ 902.25/week $24.06/hour

DPW Admin 50% $ 23,458.50 (accrual N/A)
Water 25% $ 11,729.25
Sewer 5% $ 2,345.85
MFN 20% $ 9,383.40

Lisa Hendrickson - Part-time Clerk (21 hours/week) Step 1 $ 21.03/hour $ 441.63/week $ 22,964.76/year

420 - DPW ADMINISTRATION

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	70 % Water = $ 16,075.33 25% Sewer = $ 5,741.19 5% MFN = $ 1,148.24 Total Accrual: N/A Total : $ 37,186.50 F.T.E. : .0.70						
014201-512001	DPW ADMIN - SEASONAL SERVICES	$7,806.53	$8,000.00	$4,065.00	$5,000.00		
014201-514006	DPW ADMIN - LONGEVITY	$2,050.00	$2,550.00	$2,050.00	$2,100.00		
	Azinheira 21 years $ 550.00 Alves 11 years $ 425.00 Gauthier 30 years $ 750.00 Collins 6 years $ 375.00 Barry 3 years $ 0 Total: $ 2,100.00						
014201-514007	DPW ADMIN - SICK LEAVE INCENTIVE	$1,631.07	$2,089.00		$2,089.00		
	Sick Leave Incentive: Union contract provides work incentive for compensation based on sick days taken during the prior 12 months.						
014201-517000	DPW ADMIN - EMPLOYEE BENEFITS	$36,750.69	$49,226.00	$32,376.05	$164,680.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$263,004.16**	**$285,409.00**	**$138,849.34**	**$402,338.00**		
014202-524007	DPW ADMIN - REPAIR & MAINT EQPMNT	$143.18	$3,500.00		$3,500.00		
	Cost for telephone repairs in lieu of a maintenance contract. Repairs & Maint. Equipment: Repair and maintenance of engineering and survey equipment and a Service Agreement for the Oce TDS300/320 Plot/Copy/Scan Series at $90.00/Month.						
014202-529006	DPW ADMIN - REFUSE DISPOSAL	$336,347.57	$356,796.00	$142,468.76	$356,796.00		
	Using the following information we are estimating the cost for solid waste disposal for FY 2018 as follows: Cost per ton is adjusted each year by .75% of the CPI for the twelve previous months. Tonnage for FY 2009: 5134.43 Tonnage for FY 2010: 5200.00 Cost per ton $69.20 Tonnage for FY 2011: 5224.00 Cost per ton $70.87						

420 - DPW ADMINISTRATION

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Tonnage for FY 2012 5203.00 Cost per ton $72.48						
	Tonnage for FY 2013 5096.00 Cost per ton $74.01						
	Tonnage for FY 2014 5200.00 Cost per ton $74.81						
	Tonnage for FY 2015 5250.00 Cost per ton $75.93						
	Tonnage for FY 2016 5192.00 Cost per ton $77.45 6 months @ $66.00						
	Estimated Tonnage for FY 2017 5300.00 Cost per ton $66.00						
	Estimated Tonnage for FY 2018 5300.00 Cost per ton $67.32						
	(Estimate based on a 2% CPI increase)						
	5300 x $67.32 = $ 356,796.00						
014202-529007	DPW ADMIN - REFUSE COLLECTION	$757,228.45	$776,535.00	$327,433.27	$793,723.00		
	Refuse Collection: Refuse collection and transportation contract with WM $ 687,216.46						
	Additional carts($104.12/cart) estimated 210 carts $ 22,171.20						
	(FY17 160 carts @ $102.58)						
	Municipal Pick Up $ 31,069.00						
	(40,704 less $9,635 for Water, WWTP & Electric)						
	Bulky Item Pick Up: $ 29.57 items $ 53,266.00						
	(Approximately 150 items per month)						
	(29.57*150=4,435.5*12=53,226)						
	Total $ 793,722.66						
014202-529008	DPW ADMIN - RECYCLING	$609,716.44	$650,143.00	$248,006.63	$643,856.00		
	Curbside Recycling Contract $ 565,279.34						
	Recycling Tonnage:						
	Processing charge of $78.00 per ton for single stream recyclables. Mansfield will receive a credit based on various indexes.						
	2500 x 10.00 = $ 25,000.00						
	Recycling Tonnage $ 25,000.00						
	Municipal Recycling $ 9,635.00						
	White Goods $36.25						
	Approximately 6-8 items per month $ 3,429.12						

420 - DPW ADMINISTRATION Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	ORS -CRT Removal $1,300/month	$ 15,600.00					
	Extra Carts 250 @ $85.65/cart	$ 21,412.50					
	Miller Recycling	$ 1,500.00					
	Fuel Surcharge	$ 0.00					
	We are in a contract with Miller Recycling at the Mansfield Green for the rental of two compactors ($400.00/mo) and the hauling and collection of steel, mixed papers, plastics, and styrofoam. Hauling fees are $50-$85 per haul.						
	Miscellaneous expenses for the Green	$ 2,000.00					
	Total:	$ 643,855.96					
014202-530006	DPW ADMIN - ENGNRNG/ARCHITECT	$49,454.81	$52,000.00	$9,281.95	$60,000.00		
	Landfill Monitoring Contract -Required quarterly testing at the East St landfill						
	Testing and monitoring ground water at the Highway Garage: This will be required until we can get four clean quarters and then a final report will be submitted to DEP. Four (4) dam inspections and stormwater.						
	For surveying, structural, traffic or other special consultants, which need to be hired to support Town projects and perform annual inspections. Included for the needed inspections of dams, as required by State Regs 302CMR10.00 & MGL Ch. 253; outfall testing for NPDES stormwater permitting requirements; and includes annual inspection of Town-owned bridges.						
014202-530008	DPW ADMIN - TRAINING SEMINARS		$500.00		$500.00		
	Training Seminars						
014202-530011	DPW ADMIN - ADVERTISING	$8,047.62	$2,150.00	$2,697.68	$5,000.00		
	Legal ad and display ads, wetland permits, bids, etc.						
014202-534001	DPW ADMIN - TELEPHONE	$22,731.18	$15,800.00	$8,035.23	$15,800.00		
	Telephone charges for the Town Hall local and long distance.						
014202-534003	DPW ADMIN - POSTAGE/DELIVERY	$49,902.72	$56,340.00	$1,986.08	$55,500.00		
	Costs for all department postage (less water, sewer and electric). Includes postage needs for real estate bills, excise bills, census weekly accounts payable, miscellaneous correspondence.						
	$6,500. tax bills $2,200 excise tax bills $1,000 undeliverable census $45,000 per year average postage machine $ 800 Miscellaneous						
	Total = $ 55,500.00						

420 - DPW ADMINISTRATION

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
014202-534005	DPW ADMIN - PRINTING	$1,894.48	$1,200.00	$1,188.56	$1,500.00		
	Resident stickers, Recycle Park stickets, business cards, white goods and bulky item sticker						
014202-538009	DPW ADMIN - SPECIALIZED SERVICES	$360.02	$500.00		$500.00		
	Engineering software to upgrade existing programs and to purchase additional software to support CADD and design of small sewers and municipal drainage systems						
014202-542000	DPW ADMIN - OFFICE SUPPLIES	$7,419.24	$7,700.00	$1,349.53	$7,700.00		
	Office Supplies Supplies for the DPW Office, Highway Garage. This also includes all of the copy paper, letterhead paper, envelopes, copier toners and staples, postage meter ink cartridges and labels, chips for the postage scale when the postage changes and any other misc supplies needed for general Town Hall use.						
014202-548000	DPW ADMIN - VEHICULAR SUPPLIES	$550.91	$1,000.00		$1,000.00		
	Engineer's vehicle						
014202-548001	DPW ADMIN - MOTOR FUEL	$458.22	$1,000.00	$213.13	$1,000.00		
	Motor Fuel and fluids for Engineer's vehicle						
014202-558006	DPW ADMIN-UNIFORMS & PROTECT GEAR	$408.07	$300.00		$420.00		
	$300 uniform allowance for the Town Engineer $120 SPEA union clothing allowance						
014202-558012	DPW ADMIN - BOOKS/REFERENCES	$251.00	$300.00		$300.00		
	Various trade manuals, professional reference books and updated construction cost data.						
014202-571000	DPW ADMIN - TRANSPORTATION	$40.00	$150.00		$150.00		
	Parking fee reimbursements						
014202-573100	DPW ADMIN - PROF DEVELOPMENT	$1,340.27	$1,000.00	$298.67	$1,000.00		
	Dues for professional affiliations for the DPW Director and Town Engineer.						
014202-578008	DPW ADMIN - STAFF RECRUITMENT			$100.00	$100.00		
EXPENSES Total:		**$1,846,294.18**	**$1,926,914.00**	**$743,059.49**	**$1,948,345.00**		
DPW ADMINISTRATION Total:		**$2,109,298.34**	**$2,212,323.00**	**$881,908.83**	**$2,350,683.00**		

421 - HIGHWAY Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
014211-511001	HIGHWAY - MANAGEMENT SALARIES	$84,986.35	$87,216.00	$40,092.24	$88,961.00		
	Cook - Highway Operations Manager $ 88,619.23 /year $ 1,704.22/week $42.61 /hour (one-day accrual = $340.88)						
	Grade H Step 11						
	FTE: 1.0						
	Total = $ 88,960.11						
014211-511002	HIGHWAY - SUPERVISORY SALARIES	$129,138.75	$128,652.00	$62,574.58	$141,610.00		
	Littig - Senior Foreman Step 7 $73,444.00/yr $1,412.38/week $35.31/hour (one-day accrual = $282.48)						
	Longevity - 22 years of service = $ 775.00						
	Waite-Mechanic Foreman Step 7 $ 64,833.60/yr $1,246.80/week $31.17/hour (one-day accrual = $249.36)						
	Longevity - 12 years of service = $ 525.00						
	Stipends - $ 1,500.00/year for welding certification						
	Total: $ 141,609.44						
	FTE 2.0						
014211-511004	HIGHWAY - SECRETARIAL/CLERICAL		$47,290.00	$9,866.30	$53,882.00		
	Tracey Whalen - Administrative Assistant - Grade B Step 4						
	$53,881.78/year $ 1,036.19/week $ 27.63/hour						
	Accrual = N/A						
	Total = $53,881.78						
014211-511005	HIGHWAY - PUBLIC WORKS SERVICE	$482,712.91	$505,860.00	$218,164.64	$623,500.00		
	DPW Support Staff:						
	Pereira- Construction Foreman Step 7 $ 64,833.60/yr $1,246.80/week $31.17/hour (one-day accrual = $249.36)						
	Longevity - 23 years of service $ 775.00						
	Total Pereira = $65,857.96						

421 - HIGHWAY

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted

Beckett-Grounds Maint Leadman Step 7 $ 60,465.60/yr $ 1,162.80/wk $29.07/hr (one-day accrual = $232.56)
Longevity - 17 years of service $ 675.00
Total Beckett = $ 61,373.16

McBride- Auto Equipment Tech Step 3 $ 52,644.80/yr $ 1,012.40/wk $ 25.31/hr (one-day accrual = $ 202.48)
Stipend for welding certification - $ 1,500.00/year
Total McBride = $ 54,347.28

Green-Traffic Technician Step 7 $ 59,072.00/year $1,136.00/wk $ 28.40/hr (one-day accrual = $227.20)
Longevity - 11 years of service - $ 525.00
Total Green = $ 59,824.20

Copparini - HEO (Leadman) Step 7 $60,465.60/yr $ 1,162.80/wk $29.07/hr (one-day accrual = $232.56)
Longevity - 18 years of service - $ 675.00
Total Copparini = $ 61,358.80

Kuplast - Skilled Laborer Step 7 $52,790.40/year $ 1,015.20/wk $ 25.38/hr (one-day accrual = $ 203.04)
Longevity - 20 years of service - 775.00
Total Kuplast = $ 53,768.44

Mahoney-Skilled Laborer Step 2 $ 46,155.20/year $887.60/wk $22.19/hr (one-day accrual = $177.52)
Longevity - 5 years of service = $425.00
Total Mohoney = $ 46,757.72

Sloan -Skilled Laborer Step 2 (Dec 2017) $46,155.20/year $887.60/wk $22.19/hr (one-day accrual = $177.52)
Total Sloan = $ 46,332.72

Luciano -Skilled Laborer Step 1 $44,241.60/year $850.80/wk $21.27/hr (one-day accrual = $170.16)
Total Luciano = $ 44,411.76

DeGirolamo - Skilled Laborer Step 1 $44,241.60/year $850.80/wk $21.27/hr (one-day accrual = $170.16)

Total DeGirolamo = $ 44,411.76

Skilled Laborer Base $ 42,266.98/year $ 812.83/week $ 20.32/hour (one-day accrual = $ 162.56)

Auto-Equipment Tech Step 3 $ 52,644.80/yr $ 1,012.40/wk $ 25.31/hr (one-day accrual = $ 202.48)

Skilled Laborer Funding source through Sewer Budget (Supervised by Highway Division) - This position is for maintaining collections systems and sewer back-up prevention and repairs.

Total: $ 676,140.16

421 - HIGHWAY Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	FTE = 13 Town Manager's comment: the Auto-Equipment Tech position has been removed from this budget.						
014211-512001	HIGHWAY - SEASONAL SERVICE	$40,426.22	$40,522.00	$40,193.18	$22,027.00		
	Seasonal Help as needed. The typical seasonal employee would assist in mowing and maintenance of the public grounds, commons, roadway shoulders, cemeteries, and islands and would also assist the construction crew with various projects such as roadway paving and reclamation, sidewalk construction and repairs. Returning summer help $14-16/ hour; new summer help $14/hour approx $ 19,200.00 Part time Automotive Heavy Equipment Technician to work 960 hours per year at $23.93 per hour $22,972.80 Town Manager's comment: The Part-time Automotive Heavy Equipment Technician has been removed from this budget.						
014211-513002	HIGHWAY - UNSCHEDULED OVERTIME	$35,530.35	$41,615.00	$29,474.96	$43,300.00		
	Costs associated with emergency responses after hours and work that cannot be done during the normal scheduled hours. The typical emergency response would be sewer back ups, motor vehicle accidents, roadway hazards, flooded streets, clogged drains, fallen limbs or trees due to wind and rain, animals struck by vehicles. Typical work that cannot be done during normal work hours would be roadway repairs on heavily traveled roads. Also, because of the lack of manpower we are sometimes forced to use overtime to complete our regular daily duties.						
014211-514006	HIGHWAY - LONGEVITY	$4,400.00	$4,450.00	$5,300.00	$675.00		
	Cook 28 years $ 675.00 Total $ 675.00						
014211-514007	HIGHWAY - SICK LEAVE INCENTIVE	$5,305.81	$5,170.00		$5,500.00		
	Sick time buy back History: FY 2008 $ 4,582.00 FY 2009 $ 5,818.79 FY 2010 $ 4,630.40 FY 2011 $ 6,003.31 FY 2012 $ 7,537.00 FY 2013 $ 6,113.69 FY 2014 $ 5,170.00 FY 2015 $ 5,170.00 FY 2016 $ 5,305.00						

421 - HIGHWAY Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
014211-514008	HIGHWAY - OUT OF GRADE PAY	$5,530.14	$3,142.00	$4,767.84	$6,500.00		
	This is for working out of class. The majority of out of class work is for heavy equipment operators. Others are for night work, pesticide spraying, Class A driving duties, and vacation and sick time coverages.						
014211-517000	HIGHWAY - EMPLOYEE BENEFITS	$550,157.88	$598,107.00	$586,851.33	$464,367.00		
	Estimated benefits for active and retired employees of this department.						
014211-519010	HIGHWAY - CERTIFICATION STIPEND	$2,250.00	$3,000.00	$1,500.00			
	Stipends worked into hours rate per contract						
PERSONAL SERVICES Total:		**$1,340,438.41**	**$1,465,024.00**	**$998,785.07**	**$1,450,322.00**		
014212-521001	HIGHWAY - ELECTRICITY	$26,204.62	$22,000.00	$11,058.06	$22,000.00		
	Cost for electric at the Highway Garage, Recreation Areas and the Underpass Pumps at Copeland and North Main St.						
014212-521003	HIGHWAY - HEAT	$5,123.08	$13,000.00	$686.60	$13,000.00		
	Heat						
014212-521004	HIGHWAY - STREET LIGHTS	$109,430.62	$110,000.00	$44,344.97	$110,000.00		
	Street Lights Town-wide						
014212-521005	HIGHWAY - TRAFFIC SIGNALS	$3,373.26	$6,000.00	$1,538.58	$6,000.00		
	Traffic signal electricity						
014212-523001	HIGHWAY - SEWER/WATER CHARGES	$7,668.51	$4,500.00	$9,798.29	$8,000.00		
	Water and Sewer Charges for the Highway Garage, Memorial Park, Plymouth St., Community Garden on Essex St. $3,500.00/year, and North Common $2,700.00/year						
014212-524001	HIGHWAY - REPAIR & MAINT BLDG/GRNDS	$26,498.24	$25,000.00	$69,184.34	$25,000.00		
	This line item covers services provided by outside vendors for the repairs of buildings and grounds including approximately twenty two acres of athletic sports fields.						
014212-524011	HIGHWAY - REPAIR & MAINT EQPMNT	$60,161.22	$45,000.00	$37,096.15	$45,000.00		
	Costs associated with the repairs and maintenance to vehicles and equipment including heavy equipment, trucks, vehicle radio systems, lawn maintenance equipment, small engine repairs and any other repairs that are done by outside vendors. The cost for the repairs and replacement parts for traffic lights is also included in this line item.						
014212-524012	HIGHWAY- R&M EQUIPMENT OTHER			$485.85			
014212-524017	HIGHWAY - ANNUAL MAINT CONTRACTS	$4,801.80	$4,000.00	$2,378.46	$4,000.00		
	Fleet maintenance software, fire extinguishers maintenance , Gas Boy Veeder Route software, parts washer monthly maintenance						
014212-524019	HIGHWAY - FUEL DEPOT MAINTENANCE	$1,321.59	$1,000.00	$-1,703.45	$1,000.00		
	This line item is to cover the costs associated with the fuel depot which is used by all the departments that have vehicles. Currently each department is charged .05 cents per gallon of gasoline/diesel fuel used. This was begun in FY 2007 with .04 being charged per gallon and increased it based on expenditures to .05 in FY 2010.						

421 - HIGHWAY

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
014212-527000	HIGHWAY - RENTALS AND LEASES	$30,276.39	$16,000.00	$14,486.77	$16,000.00		
	Oxygen and mapp cylinders Mechanics Uniforms Miscellaneous specialty tool and equipment such as sod cutters, berm machines, power thatchers, etc.						
014212-529009	HIGHWAY-CONTRACT SERVICE SUPPORT	$196,470.48	$176,844.00	$138,717.39	$176,844.00		
	Mowing and maintenance: Bike path, East Mansfield Cemetery, East Common, Elm St , Fisher Richardson Cemetery, Fisher Richardson House, Fulton's Pond, Gilbert St. cemetery, Highway garage, Jewell St cemetery, Keach Memorial, North Common, Oak St Cemetery, Hall St, Old Elm St, Otis St, Pine Needle Lane, Police Station, Public Parking, Recycling Park, Route 106, Shawmut Ave House, Sleepy Hollow Cemetery, South Common, Town Hall Cemetery, Town Hall , North Main St underpass, Chauncy St Underpass, West Common. $ 40,000 Catch Basin Cleaning: Cleaning and disposal of debris in 1,000 catch basins Town wide : $40,000 (+/-) in accordance with DEP requirements Line Painting: Street Lines, crosswalks, fog lines, parking spaces, etc. $ 35,000.00 Tree & Stump Removal: The current bid for this tree work is $168.00 per hour for machine and labor. 1 days work = $1,344.00 Increase in line item to include preventive tree maintenance tree trimming. $ 43,000 Fertilization of athletic fields $17,500.00 Total: $ 176,844.00						
014212-530000	HIGHWAY - PROF/TECH SERVICES	$31,671.68	$15,000.00	$13,423.40	$20,000.00		
	Police Details for various road and construction projects. There is a minimum of four (4) hours for each detail						
014212-530006	HIGHWAY - ENGNRNG/ARCHITECT	$2,080.00	$2,000.00	$1,500.00	$2,000.00		
	For survey assistance, replacing bounds, locating rights-of-way to aid in tree removal and general construction work. Environmental engineering right-of-way spraying permitting						
014212-530008	HIGHWAY - TRAINING SEMINARS	$530.00	$4,000.00	$1,135.00	$4,000.00		
	OSHA Safety Training Recertification, Confined Space Training, Excavation Safety Training						
014212-534001	HIGHWAY - TELEPHONE	$5,956.55	$3,240.00	$1,872.23	$3,240.00		
	Cell phones, land lines, and fax line.						
014212-546000	HIGHWAY - GROUNDKEEPING SUPPLIES	$17,646.56	$28,257.00	$39,283.34	$30,000.00		
	Cost associated with maintaining approximately 1.5 million square feet of grounds. Includes fertilizer, lime, insect control, sod, seed, trash bags, sand for playgrounds, mulch, loam, shrubs, flowers, trees, and parts and supplies for the groundskeeping machines and equipment. American, POW and decorative flags.						
014212-548000	HIGHWAY - VEHICULAR SUPPLIES	$307.16		$3,759.37			
	This line itme reflects the payments made to vendors for parts and supplies used by the Motor Pool in performing the repairs and preventative maintenance to all vehicles and equipment in each department but the Highway						

421 - HIGHWAY Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	Each vehicle the Motor Pool works on produces an invoice which lists the nature of the problem, the parts and/or outside vendor costs incurred for the repairs. At the end of the month these invoices are tallied onto a spreadsheet which is given to the Accounting Office and a General Ledger entry is made to debit each "other" department and credit this line item .						
014212-548001	HIGHWAY - MOTOR FUEL/HWY DIV	$39,040.48	$53,000.00	$14,521.11	$42,000.00		
	Charges for the purchase of gasoline, diesel fuel, propane, motor oil, hydraulic fluids, gear oil, transmission fluid, and grease for the Highway fleet						
014212-548007	HIGHWAY- MOTOR FUEL-OTHER DEPTS	$2,304.64		$15,871.70			
014212-548008	HIGHWAY - VEH SUPPLIES-HIGHWAY	$73,505.91	$65,000.00	$69,510.77	$69,000.00		
	Costs of supplies and materials for the Highway Fleet and equipment. Most of these vehicles are used on a daily basis and many are used 24 hours per day in the winter.						
014212-548009	HIGHWAY-VEHICLE SUPPLIES OPERATING				$10,000.00		
014212-553001	HIGHWAY - CONSTRUCTION MATERIALS	$146,643.60	$219,000.00	$155,291.37	$244,000.00		
	This line item includes the costs for: cold patch, hot top, concrete, stone, manholes, frames and covers, sewer pipe, drain pipe, catch basins, etc. for the general repairs to roads and the installation, maintenance and repairs to the sewer and drainage system throughout the Town.						
014212-553002	HIGHWAY - TRAFFIC CONTROL SUPPLIES	$61,073.37	$39,500.00	$30,343.33	$39,500.00		
	Cost for all traffic signs, road signs, street signs, construction signs, barrels, flashers, posts, breakaway nuts and bolts and replacement parts for traffic signals. We are in the fourth year of our street sign replacement program. This line item also includes the cost for all the line painting material.						
014212-553003	HIGHWAY - TOOLS	$16,306.16	$5,000.00	$4,756.99	$5,000.00		
	Various tools used by the Highway and Motor Pool personnel. These include hammers, picks, sledgehammers, wrenches, sockets, impact tools, diagnostic tools, levels, grease guns, shovels, rakes, brooms and specialized tools for the mechanics.						
014212-553009	HIGHWAY - MECHANIC'S TOOLS		$8,000.00	$3,013.74	$8,000.00		
	Mechanic's Tools						
014212-558006	HIGHWAY - UNIFORM/PROTECTIVE GEAR	$12,066.13	$18,350.00	$7,031.54	$18,350.00		
	Managers clothing allowance @ $ 550.00; boot allowance @ $4,875.00; Jeans @ $3,600.00; T-shirts, sweatshirts @ $6,500.00 and other miscellaneous safety equipment Clothing allowance for employees which includes tee shirts, sweatshirts, jackets, rain suits, safety vests, goggles, back belts, and any other miscellaneous safety apparel.						
014212-558011	HIGHWAY - OPERATING SUPPLIES	$17,041.73	$20,000.00	$9,721.58	$10,000.00		
	Various operating supplies not specified elsewhere such as batteries, chain saw chains asphalt cutting blades ($350.00 each), keys locks, caution tape, gas cans, etc.						
014212-558012	HIGHWAY - BOOKS/REFERENCES	$159.00	$200.00	$648.00	$400.00		
	Books, digital and reference material						
014212-573100	HIGHWAY - PROF DEVELOPMENT	$3,527.00	$500.00	$210.00	$500.00		
	Professional Development						
EXPENSES Total:		**$901,189.78**	**$904,391.00**	**$699,965.48**	**$932,834.00**		

421 - HIGHWAY Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
014215-585000	HIGHWAY - NON-VEHICULAR EQUIP		$27,500.00		$20,500.00		
	Town Manager's comment: The following projects were voted to be funded from this budget line item by the Capital Improvement Program Committee (CIPC): 1. Tow-Behind Air Compressor: $14,500 2. Heavy Plate Compactor: $6,000 Total: $20,500						
014215-585001	HIGHWAY - VEHICULAR EQUIP						
CAPITAL OUTLAY Total:			**$27,500.00**		**$20,500.00**		
014219-580023	4X4 DRW PICKUP/PLOW- A#16 5/13	$4,221.08	$4,205.92	$4,205.00			
014219-580040	HWY TENNIS COURT REFINISH A#12 5/14	$13,221.38					
014219-580043	HWY- ASPHALT ROLLER A#12 5/14						
014219-580044	HWY-10 WHEEL DUMP TRUCK A#12 5/14	$230,000.00					
014219-580072	MECHANIC'S UTILITY TRUCK A#12 5/15		$75,000.00	$68,905.32			
014219-580073	FORKLIFT A#12 5/15		$35,000.00				
014219-580074	SALT SPREADER A#12 5/15	$30,503.00	$497.00				
014219-580076	10 WHEEL DUMPTRUCK A#12 5/15	$228,559.00	$1,441.00	$1,243.50			
014219-580100	LOADER W/SNOWBLOWER A#11 5/16		$82,500.00	$84,500.00			
014219-580101	STREET SWEEPER A#11 5/16		$195,000.00				
014219-580102	1 TON PICKUP W/PLOW A#11 5/16		$48,000.00				
014219-580103	HOT BOX PATCHER A#11 5/16		$45,000.00				
014219-580104	DUMPTRUCK W/PLOW A#11 5/16		$85,000.00				
014219-580105	COMPACT LOADER W/SNOW A#11 5/16		$50,000.00	$46,151.70			
ARTICLES Total:		**$506,504.46**	**$621,643.92**	**$205,005.52**			
HIGHWAY Total:		**$2,748,132.65**	**$3,018,558.92**	**$1,903,756.07**	**$2,403,656.00**		

423 - SNOW & ICE Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
014231-513030	SNOW & ICE - UNSCHEDULED OVERTIME	$83,350.30	$154,360.00	$13,150.43	$154,360.00		
	Force labor						
PERSONAL SERVICES Total:		**$83,350.30**	**$154,360.00**	**$13,150.43**	**$154,360.00**		
014232-521001	SNOW & ICE - ELECTRICITY				$1.00		
	Heating and lighting for salt brine buildings and lighting for salt shed						
014232-524003	SNOW & ICE - REPAIR & MAINT EQPMNT	$9,638.98	$1,000.00	$1,490.10	$1,000.00		
	Repairs to plows, trucks, sanders and snow fighting equipment done by outside vendors						
014232-524017	SNOW & ICE - ANNUAL MAINT CONTRACTS		$1,395.00		$1,395.00		
014232-529002	SNOW & ICE - SNOW REMOVAL CONTRACTS	$150,773.82	$70,798.00		$70,798.00		
014232-530000	SNOW & ICE - PROF/TECH SERVICES	$498.00	$500.00	$1,296.24	$500.00		
014232-534001	SNOW & ICE - TELEPHONE		$1,000.00		$999.00		
014232-542000	SNOW & ICE - SUPPLIES & MATERIALS	$20,740.58	$1,000.00		$1,000.00		
	Mailbox replacements						
014232-548000	SNOW & ICE - VEHICULAR SUPPLIES	$37,540.37	$9,000.00	$11,284.36	$9,000.00		
	Parts and materials for repairing vehicles and equipment						
014232-548001	SNOW & ICE - MOTOR FUEL	$1,397.89	$7,000.00		$7,000.00		
	Fuel and lubricants						
014232-549000	SNOW & ICE-FOOD/FOOD SRVC SUPPLIES	$191.57	$200.00		$200.00		
014232-553004	SNOW & ICE - SAND AND GRAVEL		$22,605.00	$4,680.80	$22,605.00		
014232-553005	SNOW & ICE - SALT AND CALCIUM	$146,708.57	$119,630.00		$119,630.00		
014232-558011	SNOW & ICE - OPERATING SUPPLIES	$196.43	$950.00		$950.00		
	Miscellaneous items						
014232-585001	SNOW & ICE - VEH/VEHICULAR EQPMNT	$17,321.06	$1.00		$1.00		
014232-585013	SNOW & ICE - NON-VEHICULAR EQPMNT		$1.00		$1.00		
EXPENSES Total:		**$385,007.27**	**$235,080.00**	**$18,751.50**	**$235,080.00**		
SNOW & ICE Total:		**$468,357.57**	**$389,440.00**	**$31,901.93**	**$389,440.00**		

512 - BOARD OF HEALTH							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
015121-511001	BOH - MANAGEMENT SALARIES	$91,561.60	$95,727.00	$40,786.97	$82,087.00		
015121-514006	BOH - LONGEVITY	$725.00					
015121-517000	BOH - EMPLOYEE BENEFITS	$21,081.86	$19,188.00	$6,039.26	$21,300.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$113,368.46**	**$114,915.00**	**$46,826.23**	**$103,387.00**		
015122-529013	HEALTH - HAZARDOUS WASTE COLLECTION	$9,120.43			$10,000.00		
015122-530008	BOH - TRAINING SEMINARS		$1,500.00	$275.00	$1,000.00		
015122-530011	BOH - ADVERTISING	$64.75	$200.00		$200.00		
015122-534001	BOH - TELEPHONE	$240.69	$250.00	$78.35	$250.00		
015122-534005	BOH - PRINTING	$14.00	$100.00	$54.00	$100.00		
015122-534008	BOH - COMMUNITY HEALTH	$25,652.00	$26,165.00	$13,082.52	$26,688.00		
015122-542000	BOH - OFFICE SUPPLIES	$273.56	$200.00	$200.97	$200.00		
015122-558006	BOH - UNIFORM/PROTECTIVE GEAR	$389.79	$400.00	$308.84	$400.00		
015122-558011	BOH - OPERATING SUPPLIES	$20.22					
015122-571000	BOH - TRANSPORTATION	$404.89	$700.00	$448.28	$700.00		
015122-573100	BOH - PROF DEVELOPMENT	$75.00					
EXPENSES Total:		**$36,255.33**	**$29,515.00**	**$14,447.96**	**$39,538.00**		
BOARD OF HEALTH Total:		**$149,623.79**	**$144,430.00**	**$61,274.19**	**$142,925.00**		

519 - RIGHT TO KNOW							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
015191-511001	RIGHT TO KNOW - MNGMNT SALARIES	$2,999.76	$3,000.00	$57.69	$3,000.00		
PERSONAL SERVICES Total:		**$2,999.76**	**$3,000.00**	**$57.69**	**$3,000.00**		
RIGHT TO KNOW Total:		**$2,999.76**	**$3,000.00**	**$57.69**	**$3,000.00**		

541 - SENIOR CITIZENS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
015411-511001	SR CITIZENS - MNGMNT SALARIES	$78,051.68	$80,087.00	$36,821.48	$81,688.00		

2018
COA DIRECTOR
SUPERVISORY UNION POSITION
GRADE G-STEP 11 - $81,375.63/yr. - $1,564.92/wk. - $41.73/hr. (THIS MAY CHANGE DUE TO THE HIRING OF A NEW DIRECTOR).
MAX STEP - 2% added to reflect tentative contract negotiations

ACCRUAL - $312.98
TOTAL - $81,688.10

THE TOWN OF MANSFIELD HAS A SENIOR ADULT POPULTION OF 2,946
BY 2020 THE POPULATION WILL SUBSTANTIALLY INCREASE TO CLOSE TO 5,000 SENIORS IN MANSFIELD.

FOR 2016 - THE COA REALIZED:
3,302 IN-COMING CALLS FOR SERVICES AND INFORMATION.
SENIORS SIGNED INTO THE COA 5,988 TIMES FOR SERVICES, INFORMATION, MEALS ETC.
A TOTAL OF 93 VOLUNTEERS HELP AT THE COA AT VARIOUS TIMES IN A VARIETY OF DIFFERENT FUNCTIONS. AND VOLUNTEERD 11,819 HOURS OF SERVICE TO THE COA.
SENIORS ATTENDED EVENTS/PROGRAM ATTENDANCE AND SIGNED IN 10,946 TIMES USING THE FACILITY FOR WElLNESS AND SOCIAL PROGRAMS.
14,300 MEALS WERE DELIVERD TO HOME-DELIVERED SENIORS
3,400 MEALS WERE PROVIDED AT THE SENIOR CENTER.
2,943 PROPERTY TAX WORK-OFF HOURS WERE PROVIDED TO THE TOWN THROUGH THE COA/TAX WORK OFF PROGRAM.

015411-511002	SR CITIZENS - SUPERVISORY SALARIES	$60,836.40	$63,043.00	$28,989.12	$64,947.00		

2018 - 1% + 2% added to reflect tentative Non Supervisory Union Contract negotiations.

COA ASS'T DIRECTOR
NON-SUPERVISORY UNION POSITION
GRADE C, STEP 6+4 (MAX STEP +4) $64,698.14/yr. -1,244.20/wk. -$33.18/hr.
ACCRUAL - $248.85
F/T
TOTAL - $64,946.99

015411-511003	SR CITIZENS - TECH SUPPORT	$106,331.66	$109,867.00	$50,518.19	$112,899.00		

2018 - 1% + 2% added to reflect tentative contract negotiations Non-Supervisory Contract

(1) OUTREACH WORKER
NON-SUPERVISORY UNION POSITION
GRADE A, STEP 6+6 (MAX (STEP+ 6)

541 - SENIOR CITIZENS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	P/T - 20 hr.wk - $29,710.14/yr. -$571.50/wk. - $28.58/hr. ACCRUAL - -0- (1) OUTREACH WORKER NON-SUPERVISORY UNION POSITION GRADE A, STEP 6+4 (MAX STEP+4) F/T -$54,606.59/yr. -$1,050.13/wk. - $28.00/hr. ACCRUAL - $210. (1) OUTREACH WORKER NON-SUPERVISORY UNION POSITION GRADE A, STEP 6+2 (MAX STEP + 2) P/T 20 HRS./WK. - $$28,263.74/yr. - $543.53/wk. - $27.18/hr. ACCRUAL - $108.72 ACCRUAL TOTAL - $318.72 (ALL THREE POSITIONS) Total - $112.899.19 THE OUTREACH WORKERS DEAL SPECIFICALLY WORKS WITH HOME-BOUND ELDERS WHO MAY NEED ASSISTANCE FOR HOME DELIVERED MEALS - HOME CARE SERVICES - FUEL ASSISTANCE - MEDICARE - SSI - SOCIAL SECURITY - PRESCRIPTION ADVANTAGE FOOD PANTRY NEEDS - TWO ARE CERTIFIED SHINE COUNSELORS WHO WORK SPECIFICALLY WITH THE SERVING HEALTH INFORMATION NEEDS FOR ELDERS PROGRAM (THE SHINE PROG.). THE OUTREACH STAFF ARE ALSO INVOLVED WITH PROTECTIVE SERVICES ISSUES FOR ELDERS. FOR 2016 THE OUTREACH SERVICES PROVIDED 2178 UNITS OF SERVICES TO 110 ELDER CLIENTS. PROVIDED 540 HOME VISITS, PROVIDED INFORMATION TO 1, 711 IN-COMING CALLS AND PROVIDED 521 MISCELLANEOUS SERVICES TO ELDERS WHICH INCLUDED FUEL ASSISTANCE, HOME-CARE SERVICES, MEDICARE/SOCIAL SECURITY, IN-HOME ASSISTED LIVING INFORMATION AND ALL OF THE ABOVE SERVICES.						
015411-511004	SR CITIZENS - SECRETARIAL/CLERICAL	$26,195.33	$26,943.00	$12,394.08	$27,833.00		
	2018 - A 1% + 2% inc. was added to reflect tenative Non Supervisory union contract SEC./CLERK NON SUPERVISORY UNION POSITION GRADE A, STEP 6+4 (MAX STEP + 4) P/T $27,664.83/YR. - $532.02/WK. - $28.00/HR. ACCRUAL - $84.00 TOTAL - $27,832.83						

541 - SENIOR CITIZENS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
015411-512001	SR CITIZENS - TEMPORARY SUPPORT	$21,894.39	$30,254.00	$11,989.51	$34,548.00		

2018
MEALS DRIVER
NON-UNION POSITION - 20 HRS. WK.
P/T $15,105.79/YR. - $290.50/WK. - $14.52/HR.
2 % ADDED
ACCRUAL $58.08

DELIVERS MEALS WITH OWN VEHICLE 5 DAYS A WEEK
FOR APPROXIMATELY 35-40 ELDER CLIENT MEALS
REIMBURSEMENT FOR USE OF OWN VEHICLE - $2400

BACK-UP MEALS DRIVER - $11.00/HR. - $4,400/YR.
FILLS IN FOR REG. MEALS DRIVER WHEN SHE/HE IS
ON VAC./PERS./SICK TIME
EST. 20 HRS. X 2 WKS. +.

ESCORT DRIVER - MEDICAL TRANSPORTATION FOR ELDERS
USES OWN VEHICLE TO TRANSPORT ELDERS TO MEDICAL APPTS.
LIMITED BASIS 10-15 HRS. - $11.00/HR. - $110/WK. - $5,720/YR.

NUTRITION COORD. - MEALS PROGRAM
NON-UNION POSITION
10-12HRS./WK. - $6,864./YR. - $132.00/WK. - $11.00/HR..
accrual - $29.64

TOTAL ALL ACCRUALS - $87.72
TOTAL - $34,577.51

015411-514006	SR CITIZENS - LONGEVITY	$3,038.00	$3,089.00	$3,139.00	$3,139.00		

THE FOLLOWING PERSONNEL ARE INCLUDED IN THE LONGEVITY AS OUTLINED
IN THE UNION CONTRACTS AND NON-UNION PERSONNEL POLICY:

DIRECTOR -	36 YEARS OF SERVICE	$725	(MAY CHANGE DUE TO NEW DIR.)
ASS'T DIRECTOR -	22 YEARS OF SERVICE	600	
SEC/CLERK	21 YEARS OF SERVICE	304	based p[/t
OUTREACH WORKER	24YEARS OF SERVICE	320	based p/t
OUTREACH WORKER	13 YEARS OF SERVICE	450	
OUTREACH WORKER	12 YEARS OF SERVICE	240	based p/t
SOCIAL WORKER	16 YEARS SERV.	500	

TOTAL - $3,139

541 - SENIOR CITIZENS Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
015411-514007	SR CITIZENS - SICK LEAVE INCENTIVE	$2,968.01	$4,000.00		$4,000.00		
	THIS LINE ITEM SUPPORTS UNION & NON-UNION SICK BUY-BACK DAYS AS OUTLINED IN THE UNION CONTRACT AND THE TOWN'S NON-UNION PERSONNEL POLICIES.						
015411-517000	SR CITIZENS - EMPLOYEE BENEFITS	$55,696.36	$80,746.00	$33,209.50	$58,378.00		
	Estimated benefits for active and retired employees of this department						
PERSONAL SERVICES Total:		**$355,011.83**	**$398,029.00**	**$177,060.88**	**$387,432.00**		
015412-521001	SR CITIZENS - ELECTRICITY	$8,309.34	$12,115.00	$4,018.41	$12,115.00		
	COA SPLITS ELECTRIC BILL WITH THE LIBRARY COA'S PORTION IS 1/3 OF THE MONTHLY BILL.						
015412-521003	SR CITIZENS - HEAT	$1,682.56	$4,200.00	$321.79	$4,200.00		
	COA & LIBRARY SPLITS MONTHLY BILL LIBRARY PAYS 2/3 AND COA PAYS THE BALANCE.						
015412-523001	SR CITIZENS - SEWER/WATER CHARGES	$1,763.34	$2,205.00	$1,252.36	$2,205.00		
	COA & LIBRARY SPLIT THE WATER BILL THE COA PAYS A LARGER PERCENTAGE DUE TO KITCHEN USE FOR MEALS PROGRAM.						
015412-527000	SR CITIZENS - RENTALS AND LEASES	$3,665.53	$4,488.00	$1,332.92	$4,488.00		
	COA COPY MACHINE - UP-DATED COPY MACHINE INCLUDES SERVICE AGREEMENT FOR THREE YEARS $346 PER MONTH CONTRACT RUNS FROM DEC. 2016 - DEC. 2019.						
015412-534001	SR CITIZENS - TELEPHONE	$20.61	$150.00				
	USAGE OF COA PHONE SERVICE						
015412-534003	SR CITIZENS - POSTAGE/DELIVERY	$196.00	$576.00		$576.00		
	USE OF BOOKS OF STAMPS FOR THE YR.						

541 - SENIOR CITIZENS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
015412-538009	SR CITIZENS - SPECIALIZED SERVICES	$21,218.78	$19,000.00	$7,987.67	$19,000.00		
	THIS LINE ITEM SUPPORTS THE FOLLOWING PROGRAMS & SERVICES AT THE COA FACILITY FOR ELDERS: - $19,000.						
	WELLNESS PROGRAMS - EXERCISE - WALKING CLUB, BALANCE CLASS			$5,040			
	YOGA & ARTHRITIS, WII CLASSES			4,560			
	COMPUTER INST. SOCIAL PROGRAMS, MUSIC, CRAFTS			3,840			
	PAINTING CLASSES & EDUCATIONAL CLASSES			1,960			
	SPECIAL EVENTS & LUNCHEONS			2,100			
	MISC. INSPECTIONS & MISC. SERV.			1,500			
015412-542000	SR CITIZENS - OFFICE SUPPLIES	$4,140.14	$3,900.00	$1,617.33	$4,000.00		
	USED FOR ALL OFFICE/COMPUTER SUPPLIES FOR COA.						
015412-549000	SR CITIZENS - FOOD/FOOD SRVC SUPPLS	$1,413.05	$2,900.00	$420.67	$2,900.00		
	USED FOR THE COA FOOD PROGAM FOR THE ELDERLY INCLUDING SPECIAL LUNCHEONS FOR OUR SOCIAL PROGRAMS THAT SERVES UP TO 100 PER LUNCHEON. THIS ACCOUNT ALSO IS USED FOR FOOD SUPPLY ITEMS FOR THE DAILY MEALS PROGRAM. ALSO USED FOR THE VOLUNTEER RECOGNITION BRUNCH OR LUNCH ONCE A YEAR. COST OF FOOD & FOOD SUPPLIES CONTINUES TO INCREASE.						
015412-571000	SR CITIZENS - TRANSPORTATION	$1,070.73	$3,000.00	$401.27	$3,000.00		
	THIS LINE ITEM IS USED FOR TRAVEL RELATING TO THE DELIVERY OF MEALS, OUTREACH SERVICES AND MEDICAL TRANSPORTATION MILEAGE VIA ESCORT FOR ELDERS. TRANSPORTATION REIMBURSEMENT FOR (3) OUTREACH WORKERS MILEAGE FOR HOME VISITS TO FRAIL ELDERS, FOOD PANTRY ITEMS DELIVERY AND VARIOUS MISC. HELP TO ELDERS.						
015412-573100	SR CITIZENS - PROF DEVELOPMENT	$145.00	$900.00	$250.00	$900.00		
	THIS LINE ITEM IS USED FOR DUES TO ORGANIZATIONS RELATED TO ELDER ISSUES AND INFORMATIONAL SERVICES. THE COA IS A MEMBER OF MCOA (MASS COUNCIL ON AGING ASSOC.) AREA COMMUNITY COUNCIL - AOA - MAOA - NCOA. AIRS, ORGANIZATIONAL MEMBERSHIP ALLOWS THE COA TO BE UP-DATED ON NEW LEGISLATION ISSUES/PROGRAMS/NEW SERVICES WITHIN THE STATE RELATIVE TO THE EXECUTIVE OFFICE OF ELDER AFFAIRS. AND NEW WORKSHOPS OFFERED.						
EXPENSES Total:		**$43,625.08**	**$53,434.00**	**$17,602.42**	**$53,384.00**		
SENIOR CITIZENS Total:		**$398,636.91**	**$451,463.00**	**$194,663.30**	**$440,816.00**		

543 - VETERANS Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
015431-511001	VETERANS - MANAGEMENT SALARIES	$53,502.09	$60,930.00	$27,257.77	$60,548.00		
015431-511003	VETERANS - TECHNICAL SUPPORT	$1,320.00	$1,320.00	$660.00	$1,320.00		
015431-514006	VETERANS - LONGEVITY						
015431-517000	VETERANS - EMPLOYEE BENEFITS	$40,258.13	$44,337.00	$42,691.22	$45,758.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$95,080.22**	**$106,587.00**	**$70,608.99**	**$107,626.00**		
015432-530008	VETERANS - TRAINING SEMINARS				$1,675.00		
015432-534005	VETERANS - PRINTING		$100.00	$93.10	$100.00		
015432-542000	VETERANS - OFFICE SUPPLIES	$150.20	$150.00	$108.23	$250.00		
015432-558012	VETERANS - BOOKS/REFERENCES				$400.00		
015432-570000	VETERANS - MISCELLANEOUS EXPENSES	$1,264.76		$30.00	$750.00		
015432-573100	VETERANS - PROF DEVELOPMENT	$630.55	$150.00	$686.97	$1,775.00		
015432-577000	VETERANS - VETERANS BENEFITS	$185,188.27	$245,000.00	$69,454.84	$230,000.00		
015432-578010	VETERANS - CARE OF SOLDIERS GRAVES	$230.43	$2,500.00		$2,500.00		
015432-578011	VETERANS - PATRIOTIC HOLIDAYS	$3,108.68	$2,500.00	$1,574.26	$3,000.00		
EXPENSES Total:		**$190,572.89**	**$250,400.00**	**$71,947.40**	**$240,450.00**		
VETERANS Total:		**$285,653.11**	**$356,987.00**	**$142,556.39**	**$348,076.00**		

549 - SOCIAL SERVICES

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
015491-511002	SOCIAL SRVCS - SUPRVSRY SALARIES	$58,031.38	$59,325.00	$27,506.16	$60,388.00		

2018 - 2% INC. ADDED FOR TENTATIVE FOR NON SUPERVISORY UNION CONTRACTS.

LICENSED SOCIAL WORKER POSITION - SOCIAL SERV. DEPT.
NON SUPERVISORY UNION POSITION
GRADE C, STEP 6 - 2% ADDED
$60,387.82/YR. - $1,161.30/WK. - $30.97/HR.
F/T
ACCRUAL - -0-

TOTAL - $60,387.82

015491-512001	SOCIAL SRVCS - TEMPORARY SUPPORT	$9,897.38	$13,284.00	$2,226.24	$21,126.00		

FUEL ASSISTANCE COORD. -
P/T - 24 HRS./WK. $21,216.00/YR. - $408./WK. - $17.00/HR.
NON UNION POSITION

ACCRUAL - -0-

THIS POSITION WORKS WITH NEEDY CLIENTS AND CONTINUES
TO SERVE MORE CLIENTELE EACH YEAR ESPECIALLY DUE TO THE INCREASE
IN HOUSING COST AND UTILITY COSTS.
THIS POSITION DEALS WITH CONFIDENTIAL/INCOME SENSITIVE
INFORMATION AND ISSUES RELATED TO APPLICATON PROCESS FOR
FUEL ASSISTANCE, MANSF. ELECTRIC ASSIST./HEATING ASSISTANCE
PROGRAMS INCLUDING SELF-HELP INC. AND GOOD ENERGY FUND.
ALONG WITH MORTGAGE AND RENTAL ASSISTANCE.

THIS POSITION NORMALLY WORKED FROM OCT. TO MAY OF EACH YEAR.
HE/SHE WOULD HAVE TO WORK EXTRA HOURS TO HELP THE SOCIAL WORKER
WHEN THE FUEL ASSISTANCE PROGRAM IS IN HIGH DEMAND MONTHS.
THE FUEL ASSIST. COORD. ALSO FILLED IN WHEN THE SOCIAL WORKER
IS ON VAC./SICK/ETC. & DURING THE SUMMER.

REQUEST TO INCREASE HOURS TO 24 HRS./WK, FOR 52 WEEKS YEAR LONG.
THIS WOULD ALLOW COVERAGE FOR THE OFFICE WHEN THE SOCIAL WORKER
IS UNAVAILABLE FOR SICK/VAC/PERSONAL TIME.
THE INCREASED HOURS WOULD EXPAND FURTHER FOLLOW-UP WITH FUEL ASSISTANCE CLIENTS.
THE FUEL ASSIST. COORD. WOULD BE ABLE TO WORK MORE CLOSELY WITH ELECTRIC SHUT-OFFS
AND CLIENT NEEDS.
IT WOULD ALLOW THE SOCIAL WORKER TO WORK MORE WITH RENTAL/MORTGAGE
ARREARS CLIENTS AND OTHER CLIENT NEEDS WHICH HAVE INCREASED SUBSTANTIALLY.

549 - SOCIAL SERVICES

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
	ELECTRIC SHUT-OFFS TO FOLLOW-UP ON HAS INCREASED AND SO HAS THE NEED FOR RENTAL/MORGAGE ASSISTANCE. 2016 - THE SOCIAL SERVICES OFFICE HELPED COMMUNITY RESIDENTS WITH $64,084.55 IN VARIOUS AREAS OF FUEL ASSISTANCE, RENTAL ASSISTANCE, ELECTRIC ASSISTANCE AND HELP FROM NON-PROFIT ORGANIZATIONS THAT WORK CLOSELY WITH SOCIAL SERVICES. THE SOCIAL SERVICES REC. 1,373 IN-COMING CALLS, SCHEDULED 318 APPOINTMENTS, HELPED 380 INDIVIDUALS , HELPED 46 NEW FAMILIES OVER LAST YEAR.						
015491-514007	SOCIAL SRVCS - SICK LEAVE INCENTIVE		$100.00		$100.00		
	FOR UNION CONTRACTED PERSONNEL FOR BUY-BACK SICK TIME.						
015491-517000	SOCIAL SRVCS - EMPLOYEE BENEFITS	$16,856.25	$20,338.00	$9,486.81	$20,941.00		
	Estimated benefits for active and retired employees of this department						
015491-519006	SOCIAL SRVCS - STIPENDS	$4,030.60	$4,000.00	$1,846.08	$4,000.00		
	STIPEND FOR THE MANAGEMENT OF THE SOCIAL SERV. DEPT. UNDER THE DIRECTION OF THE COA DIRECTOR. OVERSEES ALL OF THE SOCIAL SERV. DEPT FUNCTIONS AND POLICIES THAT HAVE A HIGH DEGREE OF CONFIDENTIALITY.						
PERSONAL SERVICES Total:		**$88,815.61**	**$97,047.00**	**$41,065.29**	**$106,555.00**		
015492-530008	SOCIAL SRVCS - TRAINING SEMINARS		$135.00		$135.00		
	USED FOR CEU'S FOR LSWA LICENSURE & SEMINAR TRAINING.						
015492-538009	SOCIAL SRVCS - SPECIALIZED SRVCS		$200.00		$200.00		
	USED FOR CLIENT NEEDS IN RELATIONSHIP TO FOOD VOUCHERS AND MISC. NEEDS UNDER SOCIAL SERV.						
015492-542000	SOCIAL SRVCS - OFFICE SUPPLIES	$70.05	$500.00		$500.00		
	USED FOR OFFICE SUPPLY NEEDS IN THE SOCIAL SERVICES OFFICE						

549 - SOCIAL SERVICES							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
015492-571000	SOCIAL SRVCS - TRANSPORTATION						
	USED FOR MILEAGE REIMB. FOR TRAVEL FOR SEMINARS FOR CEU'S (EACH YEAR) RELATED TO LICENSURE FOR SOCIAL WORKER, HOME VISITS TO DISABLED OR HOME-BOUND INDIVIDUALS AND FOR FUEL ASSISTANCE WORKSHOPS, ETC.						
015492-573100	SOCIAL SRVCS - PROF DEVELOPMENT		$100.00		$100.00		
	USED FOR MEMBERSHIP TO ORGANIZATIONS AFFILIATED WITH HUMAN SERVICES FOR INFO. RELATIVE TO WORKING WITH CLIENTS NEEDING ASSISTANCE. AIRS (INFO/REFERRAL ORGANIZATIONS), LOHSC (LOCAL OFFICE OF HUMAN SERV. COUNCIL - AFFILIATED WITH MMA).						
EXPENSES Total:		**$70.05**	**$935.00**		**$935.00**		
SOCIAL SERVICES Total:		**$88,885.66**	**$97,982.00**	**$41,065.29**	**$107,490.00**		

550 - MUNICIPAL BLDG COMMTTEE							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
015501-511004	MUNIC BLD CMMTEE - SECRTRAL/CLRICAL	$866.66	$2,500.00	$227.89			
	This position has been combined into the 179 - Boards & Committees Personal Services Budget.						
PERSONAL SERVICES Total:		**$866.66**	**$2,500.00**	**$227.89**			
015502-534005	MUNIC BLD CMMTEE - PRINTING		$500.00		$500.00		
	This budget is for any MBC printing needs.						
015502-542000	MUNIC BLD CMMTEE - OFFICE SUPPLIES	$44.23	$250.00		$250.00		
	This budget is for any MBC office supplies needed.						
EXPENSES Total:		**$44.23**	**$750.00**		**$750.00**		
MUNICIPAL BLDG COMMTTEE Total:		**$910.89**	**$3,250.00**	**$227.89**	**$750.00**		

610 - LIBRARY Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
016101-511001	LIBRARY - MANAGEMENT SALARIES	$75,779.48	$77,612.00	$35,752.55	$79,017.00		
	Catherine Coyne Steelworkers Supv. Union Step 4						
016101-511002	LIBRARY - SUPERVISORY SALARIES	$99,333.52	$118,482.00	$45,712.08	$111,158.00		
	Kathryn Scacht Asst. Director/Youth Librarian 61025 step 10 Librarian						
	Amy Rosa Reference Librarian 50132 step 3 "						
016101-511003	LIBRARY - TECH SUPPORT	$267,633.98	$293,488.00	$128,300.14	$322,669.00		
	Barbara Sheffield 53513 step 10 Sr. Libr. Technician Fran O'Buchon 49917 step 9 "						
	Nancy Holske 21817 step 8 Library Technician Cathleen Hellard 16174 step 4 " Kimberly Semedo 18950 step 5 " Elizabeth Watkins 17140 Step 3 " Darcy Bramley 18873 step 5 " Deborah Koppy 26256 step 10 " Kate Zaccardi 19611 step 9 "						
	Kristen Lyle 21123 (3 extra hours per week) step 5 Librarian New position P/T Librarian (15 hours per week) 18978 step 1 Librarian						
	Lorrie Jenkins 9431 Libray Page Daniel O'Connell 11796 " Avery Ross 9689 "						
	Substitutes $7000.00 5th Saturdays $2400						
016101-514006	LIBRARY - LONGEVITY	$1,600.00	$1,650.00	$1,650.00	$1,700.00		
	Barbara Sheffield 650.00						
	Katherine Schacht 525.00						
	Frances O'Buchon 525.00						
016101-517000	LIBRARY - EMPLOYEE BENEFITS	$132,658.70	$140,410.00	$115,453.70	$137,371.00		
	Estimated benefits for active and retired employees of this department.						
016101-519005	LIBRARY - UNUSED SICK BUYBACK				$4,525.00		
	Barbara Sheffield to retire in October. 158.62 hours to buyback of sick leave						
016101-519011	LIBRARY - UNUSED VAC BUYBACK				$6,162.00		
PERSONAL SERVICES Total:		**$577,005.68**	**$631,642.00**	**$326,868.47**	**$662,602.00**		

Last Expenditure Update: 12/28/2016

610 - LIBRARY Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
016102-521001	LIBRARY - ELECTRICITY	$17,257.89	$21,000.00	$8,345.92	$21,000.00		
016102-521003	LIBRARY - HEAT	$3,494.54	$10,000.00	$668.32	$10,000.00		
016102-523001	LIBRARY - SEWER/WATER CHARGES	$849.03	$1,900.00	$602.99	$2,000.00		
016102-524001	LIBRARY - REPAIR & MAINT EQPMNT	$6,358.23	$8,000.00	$1,015.43	$8,000.00		
016102-530000	LIBRARY - PROF/TECH SERVICES	$26,787.22	$26,500.00	$18,366.28	$28,000.00		
016102-530012	LIBRARY - DATA PROCESSING	$28,037.00	$30,723.00	$30,722.75	$29,567.00		
016102-534001	LIBRARY - TELEPHONE	$139.49	$500.00		$500.00		
016102-534003	LIBRARY - POSTAGE/DELIVERY	$588.54	$800.00	$239.90	$700.00		
016102-542000	LIBRARY - OFFICE SUPPLIES	$12,185.93	$12,000.00	$6,121.75	$12,500.00		
016102-542001	LIBRARY- COPIER SUPPLIES & MAINT.						
016102-558012	LIBRARY - BOOKS/REFERENCES	$154,303.83	$155,000.00	$67,779.65	$160,000.00		
	Price increases for materials						
016102-558017	LIBRARY-LOST MATERIALS REPLACEMENT	$361.00		$195.47			
016102-573100	LIBRARY - PROF DEVELOPMENT	$1,243.00	$1,000.00	$130.00	$1,300.00		
EXPENSES Total:		**$251,605.70**	**$267,423.00**	**$134,188.46**	**$273,567.00**		
LIBRARY Total:		**$828,611.38**	**$899,065.00**	**$461,056.93**	**$936,169.00**		

620 - PARKS & RECREATION

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
016201-511001	PARKS & REC - MNGMNT SALARIES	$41,775.90	$42,837.00	$19,710.00	$43,810.00		
	Director- Sherri Gurnon Supervisory Union, Grade G, Step 3 $33.70 @37.5 hours per week= $1,263.75 $65,715.00 per year Town Manager's comment: The increase in Ms. Gurnon's hours from 25 to 37.5 will be funded from the Parks & Recreation Revolving Fund in FY18. $33.70@ 25 hours per week x 52 weeks= $43,810.00						
016201-511003	PARKS & REC - TECH SUPPORT	$26,806.57	$27,598.00	$12,685.92	$28,297.00		
	Assistant Director- Mary Sellner Non-Supervisory Union, Grade G, Step 3 $28.64 @25 hours per week= $716.00 $37,232.00 per year Town Manager's comment: The increase in Ms. Sellner's hours from 19 to 25 will be funded from the Parks & Recreation Revolving Fund in FY18. $28.64 @ 19 hours per week x 52 weeks= $28,297						
016201-512001	PARKS & REC - SEASONAL SERVICE	$9,976.50	$22,500.00	$6,897.00	$12,500.00		
	Seasonal Support/Event Preparation May 1-November 30; 19 hours per week						
016201-514006	PARKS & REC - LONGEVITY	$375.00		$375.00	$375.00		
016201-517000	PARKS & REC - EMPLOYEE BENEFITS	$52,314.26	$57,130.00	$47,648.47	$53,445.00		
	Estimated benefits for active and retired employees of this department.						
PERSONAL SERVICES Total:		**$131,248.23**	**$150,065.00**	**$87,316.39**	**$138,427.00**		
016202-524017	PARKS & REC - ANNUAL MAINT CONTRCTS		$1,600.00	$1,656.00	$1,700.00		
	Vermont Systems Recreation software annual fee.						
016202-530008	PARKS & REC - TRAINING SEMINARS						
016202-530011	PARKS & REC - ADVERTISING	$2,852.61	$3,000.00	$1,902.73	$3,000.00		
	Recreation program/event advertising.						
016202-534003	PARKS & REC - POSTAGE/DELIVERY		$300.00		$300.00		
	Department mailings.						
016202-534005	PARKS & REC - PRINTING	$1,768.24	$4,000.00		$3,000.00		
	Program Guide/Event printing fees.						

620 - PARKS & RECREATION							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
016202-535000	PARKS & REC - CULTURAL/REC SUPPORT	$7,822.56	$8,500.00	$5,734.04	$9,300.00		
	Summer Entertainment- Movies Arts in the Park Concerts Police Details- Fishing Derby Duck Race Halloween Parade						
016202-542000	PARKS & REC - OFFICE SUPPLIES	$779.87	$750.00	$545.56	$750.00		
	Department/Summer Camp office supplies.						
016202-558006	PARKS & REC - UNIFRM/PROTECT GEAR	$312.15	$350.00	$364.95	$350.00		
	Recreation wear for staff event/ program identification.						
016202-558011	PARKS & REC - OPERATING SUPPLIES	$783.78	$2,200.00	$690.00	$1,000.00		
	Annual Tree Lighting Ceremony.						
016202-573100	PARKS & REC - PROF DEVELOPMENT	$278.01	$500.00	$265.00	$500.00		
	Seminar/Trade Show fees.						
EXPENSES Total:		**$14,597.22**	**$21,200.00**	**$11,158.28**	**$19,900.00**		
016209-580045	P&R- PLAYGROUND EQUIPMENT A#12 5/14		$20,000.00				
016209-580075	PLAYGROUND EQUIPMENT A#12 5/15		$50,000.00				
016209-580106	PLAYGROUND EQUIPMENT A#11 5/16		$60,000.00				
ARTICLES Total:			**$130,000.00**				
PARKS & RECREATION Total:		**$145,845.45**	**$301,265.00**	**$98,474.67**	**$158,327.00**		

650 - HISTORICAL COMMISSION

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
016502-524001	HISTRL CMMSSN - REPR/MAINT BLDG/GRN	$534.01	$859.00	$227.80	$859.00		
	Historical Commission Repairs & Maintenance - Buildings & Grounds $859						
016502-543000	HISTRL CMMSSN - BLDG/EQUIP SUPPLS	$51.90	$441.00		$441.00		
	Historical Commission Building Equipment/Supplies $441. Used for the repair, renovation and/or replacement of items such as signs and plaques at Town-owned properties.						
EXPENSES Total:		**$585.91**	**$1,300.00**	**$227.80**	**$1,300.00**		
HISTORICAL COMMISSION Total:		**$585.91**	**$1,300.00**	**$227.80**	**$1,300.00**		

690 - ARTS CULTURAL COUNCIL							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
016902-578012	ARTS COUNCIL-ARTS CULTURAL FUNDING	$2,700.00	$2,700.00	$2,051.00	$2,750.00		
EXPENSES Total:		**$2,700.00**	**$2,700.00**	**$2,051.00**	**$2,750.00**		
ARTS CULTURAL COUNCIL Total:		**$2,700.00**	**$2,700.00**	**$2,051.00**	**$2,750.00**		

710 - DEBT PRINCIPAL-NON-EXCLUDED							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
017102-591002	DBT SRVC - PUBLC WRKS EQUIP 9/1/05	$81,500.00					
017102-591003	DBT SRVC - FIRE EQUIPMENT 9/1/05	$51,500.00					
017102-591006	DBT SRVC - ESSEX STREET 8/18/03	$65,000.00	$60,000.00	$60,000.00			
017102-591010	DBT SRVC - STRM WTR PHII SRF CW1-32	$36,740.27	$36,002.00	$36,001.45	$40,655.00		
017102-591017	DBT SRVC - FLD CONSTRCTN 8/18/03	$70,000.00	$70,000.00	$70,000.00			
017102-591018	DBT SRVC - SCHL EQUIP 9/1/05	$27,000.00					
017102-591053	PRINCIPAL- ROADS A#9 5/11	$55,000.00	$55,000.00		$45,000.00		
017102-591054	PRINCIPAL-SCHOOL TRACK A#10 5/11	$20,000.00	$20,000.00		$20,000.00		
017102-591055	PRINCIPAL-ROBINSON WINDOW A#10 5/11	$20,000.00	$20,000.00		$20,000.00		
017102-591056	PRINCIPAL-ROL GRN REPOINT A#10 5/11	$5,000.00					
017102-591057	PRINCIPAL-J/J CHILL RETRO A#10 5/11	$5,000.00					
017102-591058	PRINCIPAL-POLICE TRAN VEH A#9 5/11	$10,000.00					
017102-591059	PRINCIPAL-DPW SNOWBLOWER A#9 5/11	$25,000.00					
017102-591060	PRINCIPAL-DPW DUMPTRUCK A#9 5/11	$45,000.00					
017102-591061	PRINCIPAL-1 TON P/U TRUCK A#9 5/11	$10,000.00					
017102-591062	PRINCIPAL-DPW SALT SHED A#9 5/11	$5,000.00	$5,000.00		$5,000.00		
017102-591063	PRINCIPAL-DPW FAC DESIGN A#9 5/11	$10,000.00					
017102-591064	PRINCIPAL-MEM HALL ARCH A#9 5/11	$5,000.00					
017102-591065	PRINCIPAL-ROAD IMPROVES A#11 4/12	$35,000.00	$35,000.00		$35,000.00		
017102-591066	PRINCIPAL-SCHOOL GYM WALL A#12 4/12	$35,000.00	$35,000.00		$35,000.00		
017102-591067	PRINCIPAL-ROBINSON WINDOW A#16 5/13	$75,000.00	$75,000.00	$75,000.00	$75,000.00		
017102-591068	PRINCIPAL-RD/BRIDGE MAIN. A#16 5/13	$65,000.00	$65,000.00	$65,000.00	$65,000.00		
017102-591069	PRINCIPAL-RD/BRDGE/SDWALK A#12 5/14	$200,000.00	$200,000.00	$200,000.00	$200,000.00		
017102-591070	PRINCIPAL-RD/BR//SIDEWALK A#12 5/15		$200,000.00		$200,000.00		
017102-591072	PRINCIPAL-RD/BR/SIDEWALK A#11 5/16				$200,000.00		
017102-591073	PRINCIPAL - RD/BR/SIDEWLK A#11 5/17						
017102-591074	PRINCIPAL-MHS WINDOWS/DRS A#11 5/17						
EXPENSES Total:		**$956,740.27**	**$876,002.00**	**$506,001.45**	**$940,655.00**		
DEBT PRINCIPAL-NON-EXCLUDED		**$956,740.27**	**$876,002.00**	**$506,001.45**	**$940,655.00**		

711 - LONG TERM INT. - NON EXCLUDED							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
017112-591502	LT INTRST - PUBLIC WRKS EQUIP 9/1/0	$1,630.00					
017112-591503	LT INTRST - FIRE EQUIPMENT 9/1/05	$1,030.00					
017112-591506	LT INTRST - ESSEX STREET 8/18/03	$3,700.00	$1,200.00	$1,200.00			
017112-591510	LT INTRST - STRM WTR PHII SRF CW1-3	$5,416.56	$4,742.00		$3,975.00		
017112-591517	LT INTRST - FLD CONSTRCTN 8/18/03	$4,200.00	$1,400.00	$1,400.00			
017112-591518	LT INTRST - SCHL EQUIP 9/1/05	$540.00					
017112-591553	INTEREST-ROADS A#9 5/11	$9,907.50	$8,945.00	$4,472.50	$7,845.00		
017112-591554	INTEREST-SCHOOL TRACK A#10 5/11	$3,742.50	$3,393.00	$1,696.25	$2,993.00		
017112-591555	INTEREST-ROBINSON WINDOWS A#10 5/11	$4,960.00	$4,610.00	$2,305.00	$4,210.00		
017112-591556	INTEREST-ROL GRN REPOINT A#10 5/11	$87.50					
017112-591557	INTEREST-J/J CHILL RETRO A#10 5/11	$87.50					
017112-591558	INTEREST-POLICE TRANS VEH A#9 5/11	$175.00					
017112-591559	INTEREST-DPW SNOWBLOWER-A#9 5/11	$437.50					
017112-591560	INTEREST-DPW DUMPTRUCK A#9 5/11	$787.50					
017112-591561	INTEREST-1 TON P/U TRUCK A#9 5/11	$175.00					
017112-591562	INTEREST-DPW SALT SHED A#9 5/11	$287.50	$200.00	$100.00	$100.00		
017112-591563	INTEREST-DPW FAC DESIGN A#9 5/11	$175.00					
017112-591564	INTEREST-MEM HALL ARCH A#9 5/11	$87.50					
017112-591565	INTEREST-ROAD IMPROVES A#11 4/12	$8,152.50	$7,540.00	$3,770.00	$6,840.00		
017112-591566	INTEREST-SCHOOL GYM WALL A#12 4/12	$8,152.50	$7,540.00	$3,770.00	$6,840.00		
017112-591567	INTEREST-ROBINSON WINDOWS A#16 5/13	$24,750.00	$22,875.00	$12,000.00	$20,250.00		
017112-591568	INTEREST-RD/BRIDGE MAINT. A#16 5/13	$21,450.00	$19,825.00	$10,400.00	$17,550.00		
017112-591569	INTEREST-RD/BR/SIDEWALKS A#12 5/14	$66,000.00	$61,000.00	$32,000.00	$54,000.00		
017112-591570	INTEREST-RD/BR/SIDEWALKS A#12 5/15		$80,634.00	$39,633.32	$72,000.00		
017112-591572	INTEREST-RD/BR/SIDEWALKS A#11 5/16				$61,000.00		
017112-591573	INTEREST - RD/BR/SIDEWALK A#11 5/17				$35,000.00		
	This budget assumes that a $2M level principal bond is borrowed at 3.5% interest rate for 10 years and the first interest payment only will be due in FY18.						
017112-591574	INTEREST-MHS WINDOWS/DRS A#11 5/17				$45,500.00		
	This budget assumes that a $1.3M level principal bond is borrowed at 3.5% interest rate for 10 years and the first interest payment only will be due in FY18.						
EXPENSES Total:		**$165,931.56**	**$223,904.00**	**$112,747.07**	**$338,103.00**		
LONG TERM INT. - NON EXCLUDED		**$165,931.56**	**$223,904.00**	**$112,747.07**	**$338,103.00**		

712 - SHORT TERM INTEREST							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
017122-592501	ST INTRST - MISC BORROWINGS	$8,796.76	$150,000.00	$10,522.09	$100,000.00		
	This budget line item is to pay for Bond Anticipation Note (BAN) interest and any other short-term interest rate costs.						
017122-592502	ST INTRST - REG/CERTIF FEES	$24,687.59	$50,000.00	$296.25	$50,000.00		
	This budget line item is for paying any bonding or note-related fees on the Town's General Fund long-term obligations.						
EXPENSES Total:		**$33,484.35**	**$200,000.00**	**$10,818.34**	**$150,000.00**		
SHORT TERM INTEREST Total:		**$33,484.35**	**$200,000.00**	**$10,818.34**	**$150,000.00**		

760 - DEBT PRINCIPAL-EXCLUDED							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
017602-591008	DEBT SVC - W MANSFIELD FIRE ST 8/21	$24,400.00					
017602-591009	DEBT SVC - MUNI BLDGS 8/21/97	$199,200.00	$152,100.00	$152,100.00	$41,600.00		
017602-591015	DEBT SVC - ROBINSON SCHL 8/21/97	$271,900.00	$269,200.00	$269,200.00	$268,300.00		
017602-591016	DEBT SVC - MIDDLE & HS 4/15/00	$1,327,600.00	$1,316,600.00	$1,316,600.00	$1,312,100.00		
017602-591071	PRINCIPAL-EAST ST. COMPLEX A#3 5/15				$885,000.00		
	This budget assumes that a $20M 3.5% interest 25 year level payment bond is added to the existing $7.8M East. St. Complex borrowing.						
EXPENSES Total:		**$1,823,100.00**	**$1,737,900.00**	**$1,737,900.00**	**$2,507,000.00**		
DEBT PRINCIPAL-EXCLUDED Total:		**$1,823,100.00**	**$1,737,900.00**	**$1,737,900.00**	**$2,507,000.00**		

770 - DEBT INTEREST-EXCLUDED							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
017702-591508	LT INT-W MANSFIELD FIRE ST 8/21	$488.00					
017702-591509	LT INT - MUNI BLDGS 8/21/97	$13,669.00	$5,883.00	$4,842.50	$1,040.00		
017702-591515	LT INT - ROBINSON SCHOOL 8/21/97	$32,313.00	$20,145.00	$13,437.50	$6,708.00		
017702-591516	LT INT - MS & HS 4/15/00	$173,249.00	$112,532.00	$72,723.50	$46,815.00		
017702-591571	INTEREST- EAST ST. COMPLEX A#3 5/15		$150,000.00		$684,574.00		
	This budget assumes that a $20M 3.5% interest 25 year level payment bond is added to the existing $7.8M East. St. Complex borrowing.						
EXPENSES Total:		**$219,719.00**	**$288,560.00**	**$91,003.50**	**$739,137.00**		
DEBT INTEREST-EXCLUDED Total:		**$219,719.00**	**$288,560.00**	**$91,003.50**	**$739,137.00**		

810 - STATE & COUNTY ASSESSMENTS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
018102-562100	ST & CNTY - COUNTY TAX CH35	$357,017.74	$365,943.00	$182,971.59	$376,921.00		
	This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY18.						
018102-563100	ST & CNTY - SPECIAL EDUCATION	$19,863.00	$20,658.00		$21,277.00		
	This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY18.						
018102-563900	ST & CNTY - MOSQUITO CTRL PROJECT	$65,641.00	$68,982.00	$28,746.00	$71,052.00		
	This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY18.						
018102-564000	ST & CNTY - AIR POLLUTION CONTROL	$7,268.00	$7,450.00	$3,105.00	$7,674.00		
	This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY18.						
018102-564600	ST & CNTY - RMV NON-RENEW SURCHARGE	$27,980.00	$27,980.00	$11,340.00	$28,819.00		
	This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY18.						
018102-565001	ST & CNTY - SCHL CHOICE ASSESSMENT	$37,250.00	$23,850.00	$9,940.00	$24,566.00		
	This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY18.						
018102-565002	ST & CNTY - CHARTER SCHOOL ASSESS	$1,340,550.00	$1,637,868.00		$1,687,004.00		
	This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY18.						
018102-566100	ST & CNTY - MBTA ASSESSMENT						
	This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY18. The Commonwealth merged this assessment with the Regional Transit Authority State Assessment.						
018102-566300	ST & CNTY - REGNL TRANS AUTHORITY	$159,226.00	$163,207.00	$68,005.00	$168,103.00		
	This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY18.						
018102-566400	ST & CNTY - SRPEDD	$3,934.56	$4,129.00	$4,032.86	$4,253.00		
	This is the Town's assessment for being a member of the Southeastern Regional Planning and Economic Development District (SRPEDD). A 3% increase is forecasted for FY18.						
EXPENSES Total:		**$2,018,730.30**	**$2,320,067.00**	**$308,140.45**	**$2,389,669.00**		
STATE & COUNTY ASSESSMENTS Total:		**$2,018,730.30**	**$2,320,067.00**	**$308,140.45**	**$2,389,669.00**		

910 - EMPLOYEE BENEFITS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
019102-517011	EMPL BNFTS - HEALTH INS MITIGATION			$20.00			
EXPENSES Total:				**$20.00**			
019108-517011	EMP BENS- HEALTH INS MITIGATION	$10,511.70					
PRIOR YEAR BILLS Total:		**$10,511.70**					
EMPLOYEE BENEFITS Total:		**$10,511.70**		**$20.00**			

911 - EMPLOYEE BENEFITS ENCUMBRANCES							
Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
019112-517011	EMPLOYEE BENEFITS - MITIGATION		$10,000.00	$2,917.50			
019112-517013	EMP BENS - MEDICAID ADMIN SERVICES		$10,535.42	$10,535.42			
EXPENSES Total:			**$20,535.42**	**$13,452.92**			
EMPLOYEE BENEFITS			**$20,535.42**	**$13,452.92**			

910 - EMPLOYEE BENEFITS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
019132-517030	EMPL BNFTS - UNEMPLYMT COMP	$0.12					
019142-517010	EMPL BNFTS - HEALTH INSURANCE	$2,720.62	$50,000.00		$50,000.00		
	This budget is for enrollments that were not budgeted in other departments.						
019202-517012	EMPL BNFTS - MEDICAID	$553.67		$58,481.37			
019242-517013	EMPL BNFTS - MEDICAID ADMIN SERVICE	$12,436.80	$30,000.00	$3,423.45	$30,000.00		
	This budget line item is to pay a third party vendor to administer the Town's Medicaid claim processing in conjunction with the School Department.						
EXPENSES Total:		**$15,711.21**	**$80,000.00**	**$61,904.82**	**$80,000.00**		
EMPLOYEE BENEFITS Total:		**$15,711.21**	**$80,000.00**	**$61,904.82**	**$80,000.00**		

940 - MISCELLANEOUS							
Account Number	**Account Description**	**FY2016 Exp**	**FY2017 Budgeted**	**FY2017 Exp**	**FY2018 Dept Requested**	**FY18 Town Mgr Req**	**FY18 Adopted**
019409-579015	ALLOWS FOR ABATES & EXEMPTS-FY15	$1,080.08					
019409-596502	MISC - TRNSFR TO WATER-EXCLUDED D	$5,580.00	$5,160.00	$5,160.00	$4,920.00		
	This budget line item is to pay for a debt exclusion related to the Ash Water Well Site Acquisition.						
NONE Total:		**$6,660.08**	**$5,160.00**	**$5,160.00**	**$4,920.00**		
MISCELLANEOUS Total:		**$6,660.08**	**$5,160.00**	**$5,160.00**	**$4,920.00**		

990 - INTERFUND TRANSFERS

Account Number	Account Description	FY2016 Exp	FY2017 Budgeted	FY2017 Exp	FY2018 Dept Requested	FY18 Town Mgr Req	FY18 Adopted
01990-596008	TRANSFER TO TRUST FUNDS	$955,340.00	$1,067,641.00	$1,067,641.00	$856,000.00		

The FY18 budgeted amount is for a General Fund transfer to the Other Post-Employment Benefits (OPEB) General Fund Trust Fund of $400,000 and a planned $456,000 transfer from Free Cash into the Town's Stabilization Fund. This $456,000 transfer will increase the Town's Stabilization Fund to at least 5% of the Town Operating Budget as per the Town's adopted financial policies. The total Town OPEB unfunded liability is estimated at $71.4 million as of the end of FY17. The General Fund portion of this liability is estimated to be $66.5 million at the end of FY17. The previous years' totals also include other transfers from Free Cash at Town Meeting to fund other Trust Funds, including Stabilization and Capital Stabilization.

NONE Total:	**$955,340.00**	**$1,067,641.00**	**$1,067,641.00**	**$856,000.00**	
INTERFUND TRANSFERS Total:	**$955,340.00**	**$1,067,641.00**	**$1,067,641.00**	**$856,000.00**	
GENERAL FUND Total:	**$84,919,767.18**	**$96,603,873.82**	**$42,468,515.47**	**$96,124,585.00**	
Grand Total:	**$84,919,767.18**	**$96,603,873.82**	**$42,468,515.47**	**$96,124,585.00**	