

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

114 - ELECTED OFFICIALS - MODERATOR							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011141-519021	TOWN MODERATOR - ANNUAL STIPEND	\$100.00	\$100.00		\$200.00		
	This budget line item is for the Town Moderator's stipend for moderating the Annual Town Meeting and for any Special Town Meetings.						
PERSONAL SERVICES Total:		\$100.00	\$100.00		\$200.00		
ELECTED OFFICIALS - MODERATOR		\$100.00	\$100.00		\$200.00		

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122 - SELECT BOARD							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011222-530010	SELECT BOARD - LEGAL FEES Legal services agreement with Deutsch Williams = \$54,000 is forecast for FY20. Other non-routine legal services as needed - \$36,000 Total FY20 Budget request = \$90,000	\$75,422.55	\$90,000.00	\$23,180.00	\$90,000.00		
011222-530011	SELECT BOARD - ADVERTISING Sun Chronicle ads, etc.	\$768.63	\$500.00	\$270.75	\$500.00		
011222-534005	SELECT BOARD - PRINTING Various plaques and awards given to members of the community and people who have served the Town admirably.	\$2,558.54	\$1,000.00		\$1,000.00		
011222-542000	SELECT BOARD - OFFICE SUPPLIES Various office supply needs.	\$352.44	\$800.00	\$182.14	\$800.00		
011222-573100	SELECT BOARD - PROF DEVELOPMENT Mass. Municipal Association annual dues and meetings- \$2,700 Various other meeting reimbursements - \$300 Total FY20 Budget request = \$3,000	\$1,775.05	\$3,000.00	\$865.00	\$3,000.00		
EXPENSES Total:		\$80,877.21	\$95,300.00	\$24,497.89	\$95,300.00		
SELECT BOARD Total:		\$80,877.21	\$95,300.00	\$24,497.89	\$95,300.00		

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123 - TOWN MANAGER							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011231-511001	TOWN MANAGER - MANAGEMENT SALARIES	\$149,827.96	\$115,597.00	\$51,462.46	\$163,953.00		
	Kevin J. Dumas - Town Manager FY20 Salary is based on a 3% increase on calendar year 2018's negotiated salary and a 2 day accrual. This increase is a placeholder only. The Select Board will determine Mr. Dumas' pay increase. FY20 Salary is divided up as 70% General Fund, 15% Sewer Enterprise Fund, 15% Water Enterprise Fund. This is the 70% General Fund portion. FY20 Placeholder amount = \$116,246. John Stanbrook - Assistant Town Manager/Finance Director. This budget line item consists of the Assistant Town Manager's portion (35%) of FY20's salary with a placeholder 3% increase amount for FY20 , plus a two day accrual. Assistant Town Manager - 35% \$47,343 + 2 day accrual = \$47,707 Finance Director - 35% \$47,343 + 2 day accrual = \$47,707 Sewer Enterprise - 15% \$20,290 + 2 day accrual = \$20,446 Water Enterprise - 15% \$20,290 + 2 day accrual = \$20,446 <div style="text-align: right; margin-right: 100px;">Total \$136,306</div>						
	Total for this budget: \$163,953.						
011231-511004	TOWN MANAGER - SECRETARIAL/CLERICAL	\$118,660.12	\$132,682.00	\$59,988.53	\$140,072.00		
	Nancy Griffin - Town Manager/Human Resources Executive Assistant - FY20 Salary is estimated at FY19's salary and a placeholder amount of 3% increase for FY20 and a 2 day accrual. \$66,428. Carrie Champagne - Select Board's Confidential Secretary - FY20 Salary estimated at FY19 's salary and a placeholder amount of 3% increase for FY20 and a 2 day accrual.. = \$53,972 Janice Argenzio - Part-time Administrative Assistant - FY20's salary is estimated at 15 hours per week at \$15.45 per hour and a placeholder amount of 3% increase for FY20 and a 2 day accrual. = \$12,144. William Keegan III - Seasonal Assistant to the Town Manager - FY20's salary is estimated at \$7,528 - 520 hours worked for the year at \$14.42 per hour and a placeholder amount of 3% increase for FY20 and a 2 day accrual. Total FY20 Budget request = \$140,072						
011231-513001	TOWN MANAGER - SCHEDULED OVERTIME	\$5,040.58	\$7,500.00	\$380.53	\$5,500.00		
	Select Board's Confidential Secretary - night meetings outside normal work hours are at time and one half. This budget is based on FY18's actual amounts.						
011231-514006	TOWN MANAGER - LONGEVITY				\$540.00		
	Mr. Stanbrook is eligible for this benefit this year. \$400/35% in this budget - \$140. Ms. Griffin will be eligible for this benefit this year. \$400.00.						

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123 - TOWN MANAGER						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
	Total for this budget = \$540.00					
011231-514010	TOWN MANAGER - PERS SERV ADJUST This budget is used to mitigate pay increases agreed to in union negotiations and to give merit increases to non-union employees. The full name of this account is "Personal Services Adjustments".	\$4,836.00	\$20,000.00		\$20,000.00	
011231-519006	TOWN MANAGER - STIPENDS Mr. Dumas' car allowance is \$8,000 per year as per contract and Ms. Griffin will receive a \$2,000 stipend for compiling the Annual Town Report in FY20.	\$10,470.40	\$10,000.00	\$3,676.00	\$10,000.00	
PERSONAL SERVICES Total:		\$288,835.06	\$285,779.00	\$115,507.52	\$340,065.00	
011232-530000	TOWN MANAGER - PROF/TECH SRVCS This budget is to fund any professional services or repairs needed during this year.	\$6,681.88	\$4,000.00		\$4,000.00	
011232-530010	TOWN MANAGER - LEGAL FEES 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 FY20.	\$168,950.27	\$125,000.00	\$39,980.20	\$125,000.00	
011232-534001	TOWN MANAGER - TELEPHONE Town Manager's cell phone usage at approximately \$75 per month.	\$1,393.00	\$900.00	\$834.80	\$900.00	
011232-534005	TOWN MANAGER - PRINTING This budget reflects the costs associated with the printing of all Annual Town Meeting Warrants, the Annual Town Report, and other Town Manager-related needs.	\$2,683.82	\$8,000.00	\$1,232.17	\$8,000.00	
011232-542000	TOWN MANAGER - OFFICE SUPPLIES This budget is to pay for any Town Manager-related office supplies.	\$6,438.17	\$700.00	\$245.00	\$700.00	
011232-549000	TOWN MANAGER - FOOD SVC SUPPLIES	\$129.80				
011232-551012	TOWN MANAGER - BOOKS/REFERENCES This budget is for reference materials purchased on various subjects. Some material is shared with other departments (personnel policies, etc.).	\$931.36	\$500.00		\$500.00	
011232-571000	TOWN MANAGER - TRANSPORT IN-STATE	\$168.11	\$1,000.00	\$70.79	\$1,000.00	
011232-572000	TOWN MANAGER - OUT OF STATE TRAVEL		\$1,000.00		\$1,000.00	
011232-573100	TOWN MANAGER - PROF DEVELOPMENT 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).	\$4,702.82	\$8,000.00	\$3,862.00	\$8,000.00	
EXPENSES Total:		\$192,079.23	\$149,100.00	\$46,224.96	\$149,100.00	
011239-580150	TOWN WEBSITE OVERHAUL A#9 5/18		\$40,000.00			
ARTICLES Total:			\$40,000.00			
TOWN MANAGER Total:		\$480,914.29	\$474,879.00	\$161,732.48	\$489,165.00	

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124 - TOWN MGR. - ENCUMBRANCES							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011242-530000	TOWN MANAGER - PROF & TECH SERVICES	\$14,000.00					
EXPENSES Total:		\$14,000.00					
TOWN MGR. - ENCUMBRANCES Total:		\$14,000.00					

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129 - PEG ACCESS & CABLE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011292-570000	PEG ACCESS & CABLE - MISC EXPENSES		\$275,000.00	\$102,976.78	\$220,000.00		
	This budget line item is used to pay for Public, Educational, and Governmental Access Television channels (PEG). This budget is funded by fees assessed to cable TV subscribers. The Town receives the PEG fees from cable TV content providers and distributes those funds to the Mansfield Cable Access Corporation.						
EXPENSES Total:			\$275,000.00	\$102,976.78	\$220,000.00		
PEG ACCESS & CABLE Total:			\$275,000.00	\$102,976.78	\$220,000.00		

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131 - FINANCE COMMITTEE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011312-573100	FINANCE COMM - PROF DEVELOPMENT ATFC Membership dues and Finance Committee Seminars/Workshops.	\$280.00	\$2,000.00	\$280.00	\$2,000.00		
011312-579000	FINANCE COMM - RESERVE FUND 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.		\$340,800.00		\$460,000.00		
EXPENSES Total:		\$280.00	\$342,800.00	\$280.00	\$462,000.00		
FINANCE COMMITTEE Total:		\$280.00	\$342,800.00	\$280.00	\$462,000.00		

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132 - FINANCE - TREAS/COLL ENCUMBR.		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
011322-530000	TREAS/COLL - PROF & TECH SERVICES	\$68.98	\$1,500.00	\$1,322.75			
EXPENSES Total:		\$68.98	\$1,500.00	\$1,322.75			
FINANCE - TREAS/COLL ENCUMBR.		\$68.98	\$1,500.00	\$1,322.75			

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133 - FINANCE - TREASURER/COLLECTOR						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
011331-511001	TREAS/COLL - MANAGEMENT SALARIES Jacqueline Boudreau, Treasurer/Collector (DOH 2/17/14) - Step J8 Annual \$101,381.80; Wkly \$1,949.65; plus 15 hrs. \$779.86; Total \$102,161.66	\$95,254.76	\$99,598.00	\$45,670.25	\$102,162.00	
011331-511002	TREAS/COLL - SUPERVISORY SALARIES Barbara Guilbault, Assistant Treasurer/Collector (DOH 7/17/14) - Step D6 Annual \$70,428.28; Wkly \$1,354.39; plus 15 hrs. \$541.76; Total \$70,970.04	\$65,746.46	\$69,190.00	\$31,727.31	\$70,970.00	
011331-511004	TREAS/COLL - SECRETARIAL/CLERICAL Eileen Baldassarre, Payroll Bookkeeper (DOH 1/5/16) - Step B5 (Step increase per contract) Annual \$51,866.88; Wkly \$997.44; plus 15 hrs. \$398.98; Total \$52,265.86 Lynn Curtin, Bookkeeper (DOH 11/20/17) - Step B2 (Step increase per contract) Annual \$47,109.24, Wkly \$905.63; plus 15 hrs. \$362.25; Total \$47,455.01 Kathy Nelson, Bookkeeper (DOH 1/5/15) - Step B4 Annual \$50,873.37; Wkly \$978.33; plus 15 hrs. \$391.33; Total \$51,264.49 Vacant position, Clerical Support - Step C1 Annual \$23,036.00, Wkly \$443.00; plus 8 hrs. \$177.20; Total \$23,257.50	\$159,748.42	\$171,898.00	\$80,264.86	\$174,199.00	
011331-514006	TREAS/COLL - LONGEVITY J. Boudreau - 5 years as of 02/17/19 - \$375 B. Guilbault - 5 years as of 07/17/19 - \$400	\$525.00	\$525.00	\$525.00	\$775.00	
011331-514007	TREAS/COLL - SICK LEAVE INCENTIVE J. Boudreau (Max. 6 days) \$2,339.55 E. Baldassarre (Max. 5 days but only 25 hours eligible) \$665.00 K. Nelson (Max 5 days but only 18 hours eligible) \$469.62	\$940.85	\$2,735.00		\$3,475.00	
PERSONAL SERVICES Total:		\$322,215.49	\$343,946.00	\$158,187.42	\$351,581.00	
011332-524007	TREAS/COLL - REP. & MAINT OFFICE EQ Neopost (checker stuffer machine) \$3,550 Other: \$450	\$3,188.13	\$4,000.00	\$3,480.24	\$4,000.00	
011332-530000	TREAS/COLL - PROF/TECH SRVCS Bill Printer - \$5,000 (Globe) Lockbox - \$7,000 (Century Bank, AR Box & 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)	\$61,204.92	\$72,000.00	\$19,909.99	\$72,000.00	
011332-530010	TREAS/COLL - LEGAL FEES Legal fees for Tax Title attorney, Land Court and Registry of Deed filings, title research.	\$18,154.20	\$17,000.00	\$1,177.00	\$15,500.00	

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133 - FINANCE - TREASURER/COLLECTOR						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
011332-530011	TREAS/COLL - ADVERTISING Advertising related to tax takings, tailings and job postings.	\$3,535.93	\$3,000.00		\$3,000.00	
011332-542000	TREAS/COLL - OFFICE SUPPLIES Various Office Supplies	\$729.29	\$2,000.00	\$1,058.15	\$2,000.00	
011332-573100	TREAS/COLL - PROF. DEVELOPMENT Conferences and education required for Treasurer and Assistant Treasurer to maintain certification. Association dues and association meetings. Increase is to be able to attend more educational programs and to send staff members to training sessions as needed.	\$2,266.14	\$2,000.00	\$1,086.81	\$3,500.00	
EXPENSES Total:		\$89,078.61	\$100,000.00	\$26,712.19	\$100,000.00	
FINANCE - TREASURER/COLLECTOR		\$411,294.10	\$443,946.00	\$184,899.61	\$451,581.00	

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134 - FINANCE - FINANCE DIRECTOR							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011341-511001	FINANCE DIRECTOR - MGMT SALARIES	\$128,763.32	\$175,256.00	\$60,933.86	\$147,707.00		
	John Stanbrook - Assistant Town Manager/Finance Director. This budget line item consists of the Finance Director's portion (35%) for FY20 salary, plus a two day accrual						
	Assistant Town Manager - 35%	\$47,343 + 2 day accrual = \$47,707					
	Finance Director - 35%	\$47,343 + 2 day accrual = \$47,707					
	Sewer Enterpirse - 15%	\$20,290 + 2 day accrual = \$20,446					
	Water Enterprise - 15%	\$20,290 + 2 day accrual = \$20,446					
		Total \$136,306					
	New Town Accountant position - Position is estimated at \$100,000 for FY20 salary						
011341-511003	FINANCE DIRECTOR - TECHNICAL SUPPT	\$58,080.97	\$58,289.00	\$26,727.75	\$63,155.00		
	Jennifer Kinney - Assistant Town Accountant - Non Supervisory Bargaining Unit D2. This budget line item consists of the Assistant Town Accountant's contracted FY20 salary with a two day accrual.						
011341-511004	FINANCE DIRECTOR - SEC/CLERICAL	\$49,001.62	\$50,583.00	\$23,188.48	\$52,266.00		
	Wendy Cutillo - Full-time bookkeeper - Clerical Bargaining Unit B5 - This budget line item consists of the full-time bookkeeper's contracted FY20 salary with a two day accrual.						
011341-513002	FINANCE DIRECTOR - UNSCHEDULED OT	\$3,921.33	\$3,031.00	\$2,585.84	\$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.						
011341-514006	FINANCE DIRECTOR - LONGEVITY	\$1,300.00	\$1,275.00	\$1,300.00	\$1,040.00		
	Assistant Town Manager/Finance Director - 8 years with the town - Finance Director's portion (35%) - \$140						
	Assistant Town Accountant - 13 years with the town - \$475						
	Full-time bookkeeper - 8 years with the town - \$425						
	as per union contracts and personnel policy						
011341-514007	FINANCE DIRECTOR - SICK LV INCENT.	\$2,666.10	\$2,100.00		\$1,506.00		
	The Assistant Town Manager/Finance Director has 3 days that could potentially be bought back - Finance Director's portion (35%) is \$535.58						
	The Bookkeeper has 5 days that could potentially be bought back for a total of \$970.50						
PERSONAL SERVICES Total:		\$243,733.34	\$290,534.00	\$114,735.93	\$269,674.00		
011342-530000	FINANCE DIRECTOR - PROF & TECH SERV	\$11,277.00	\$36,000.00	\$245.00	\$11,000.00		
	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.						

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134 - FINANCE - FINANCE DIRECTOR							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011342-530008	FINANCE DIRECTOR - TRAINING SEMINAR	\$645.00	\$2,800.00		\$1,885.00		
	The Town Accountant, Assistant Accountant and the Full-time Bookkeeper will seek their MCPPO designation						
011342-530009	FINANCE DIRECTOR - EXTERNAL AUDIT	\$32,000.00	\$32,500.00	\$15,500.00	\$32,500.00		
	This is the General Fund's portion of the Town-wide Audit as per current indirect cost methodology. The FY20 External Audit cost will be broken down as follows: \$18,500.00 MMED \$32,500.00 General Fund \$5,500.00 Sewer Enterprise Fund \$5,500.00 Water Enterprise Fund Total FY20 External Audit cost = \$62,000.00						
011342-542000	FINANCE DIRECTOR - OFFICE SUPPLIES	\$621.93	\$1,300.00	\$223.48	\$1,300.00		
	This line item is for general office supplies, boxes and other miscellaneous supplies						
011342-573100	FINANCE DIRECTOR - PROF DEVELOPMENT	\$2,693.21	\$2,700.00	\$840.00	\$3,760.00		
	The Assistant Town Accountant, and the Bookkeeper will attend an Accounting certification class in Amherst. Required annual renewals for various associations for Finance Director, Town Accountant, Assistant Town Accountant and Bookkeeper.						
EXPENSES Total:		\$47,237.14	\$75,300.00	\$16,808.48	\$50,445.00		
011349-580182	MUNIS CONVERSION A#6 11/18		\$299,000.00				
ARTICLES Total:			\$299,000.00				
FINANCE - FINANCE DIRECTOR Total:		\$290,970.48	\$664,834.00	\$131,544.41	\$320,119.00		

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137 - FINANCE - ASSESSORS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011371-511001	ASSESSORS - MANAGEMENT SALARIES Nancy L. Hinote, Assistant Assessor Supervisory Union, Grade I, Step 10	\$91,354.02	\$93,376.00	\$42,817.03	\$97,936.00		
011371-511004	ASSESSORS - SECRETARIAL/CLERICAL Donna Linfield, Clerk SPEA Union, Grade C, Step 4	\$45,121.63	\$46,351.00	\$21,253.12	\$49,289.00		
011371-514006	ASSESSORS - LONGEVITY Nancy L Hinote, DOH, 12/7/2004 Donna Linfield, DOH 7/3/2012	\$850.00	\$850.00	\$850.00	\$1,000.00		
PERSONAL SERVICES Total:		\$137,325.65	\$140,577.00	\$64,920.15	\$148,225.00		
011372-524007	ASSESSORS - REPAIR & MAINT EQPMT Needed repairs to time clock		\$150.00		\$150.00		
011372-530008	ASSESSORS - TRAINING SEMINARS	\$656.80	\$800.00	\$45.00	\$800.00		
011372-530018	ASSESSORS - ASSESSMENT SERVICES	\$22,545.00	\$27,140.00	\$13,340.00	\$27,595.00		
011372-530019	ASSESSORS - APPRSAL/DEFENSE FEES Legal fees for ATB cases	\$7,000.00	\$7,500.00	\$2,385.00	\$7,500.00		
011372-542000	ASSESSORS - OFFICE SUPPLIES Basic Office Supplies	\$300.97	\$560.00	\$270.85	\$560.00		
011372-573100	ASSESSORS - PROF DEVELOPMENT	\$395.00	\$800.00	\$240.00	\$800.00		
EXPENSES Total:		\$30,897.77	\$36,950.00	\$16,280.85	\$37,405.00		
011379-580151	ASSESSING SOFTWARE UPGRADE A#9 5/18		\$27,500.00				
ARTICLES Total:			\$27,500.00				
FINANCE - ASSESSORS Total:		\$168,223.42	\$205,027.00	\$81,201.00	\$185,630.00		

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142 - FINANCE-ASSESSORS REVALUATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011429-530020	REVALUATION-5 YEAR		\$50,000.00				
011429-530026	ASSESSORS-10 YR CYCLICAL INSP		\$80,000.00				
ARTICLES Total:			\$130,000.00				
FINANCE-ASSESSORS REVALUATION			\$130,000.00				

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152 - PERSONNEL		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011521-511001	PERSONNEL - MANAGEMENT SALARIES		\$37,577.00		\$30,900.00		

Jocelyn Lemaire - Town Human Resources Director - FY20 Salary is \$120,000 plus a placeholder 3% pay increase of \$3,600. Total = \$123,600.

The Personnel Department's FY20 overall costs are broken out as follows:

Personnel Breakdown Annualized \$123,600

Town: 50% \$61,800
School: 50% \$61,800
Totals: 100% \$123,600

Town Breakdown:

General Fund 50% \$30,900
Sewer 15% \$9,270
Water 15% \$9,270
Airport 0% \$0
Electric 15% \$9,270
Parking 5% \$3,090
Totals: 100% \$61,800

This budget is for the General Fund Town's pro-rata portion of the FY20 Personnel Budget.

011521-511003	PERSONNEL - TECHNICAL SUPPORT				\$25,350.00		
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Two Personnel Department employees will be hired in the latter part of FY19. - estimated to be \$50,700 each - FY20 Salary placeholder = \$101,400.

The Personnel Department's FY20 overall costs are broken out as follows:

Personnel Breakdown Annualized \$101,400

Town: 50% \$50,700
School: 50% \$50,700
Totals: 100% \$101,400

Town Breakdown:

General Fund 50% \$25,350
Sewer 15% \$7,605
Water 15% \$7,605
Airport 0% \$0
Electric 15% \$7,605
Parking 5% \$2,535
Totals: 100% \$50,700

This budget is for the General Fund Town's pro-rata portion of the FY20 Personnel Budget.

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152 - PERSONNEL						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
PERSONAL SERVICES Total:			\$37,577.00		\$56,250.00	
011522-530000	PERSONNEL - PROFESSIONAL/TECHNICAL This budget line is for hiring of outside consultants and vendors.		\$200.00		\$200.00	
011522-530008	PERSONNEL - TRAINING SEMINARS This budget is for employee training for software, benefits, healthcare education, retirement/financial planning, customer service, communication skills, and new hire orientation.		\$7,500.00		\$7,500.00	
011522-542000	PERSONNEL - OFFICE SUPPLIES Color printing for training program materials, binders, etc.; org chart software.	\$336.37	\$600.00	\$18.83	\$600.00	
011522-573100	PERSONNEL - PROF DEVELOPMENT Memberships, conferences, and other programs.	\$250.00	\$900.00	\$250.00	\$900.00	
011522-578008	PERSONNEL - STAFF RECRUIT & DEVELOP Recruiting, background checks, etc. related to employment.	\$24,198.95	\$15,000.00	\$1,402.72	\$15,000.00	
011522-578009	PERSONNEL - DRUG/ALCOHOL TESTING Quarterly drug/alcohol testing; also pre-employment physicals and drug screenings.	\$2,160.00	\$2,750.00	\$1,299.15	\$2,750.00	
EXPENSES Total:		\$26,945.32	\$26,950.00	\$2,970.70	\$26,950.00	
011528-578008	PERSONNEL- STAFF RECRUITMENT	\$109.00	\$43.00	\$43.00		
PRIOR YEAR BILLS Total:		\$109.00	\$43.00	\$43.00		
PERSONNEL Total:		\$27,054.32	\$64,570.00	\$3,013.70	\$83,200.00	

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154 - FINANCE - MIS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011541-511001	MIS - MANAGEMENT SALARIES Sacha Zlatkova, Information Technology Systems Director Grade I, Step 3, FTE, Supervisory Unit of USW Union; 37.5 hrs/w Salary: yearly (\$82,205.19 + 2-days \$632.40)= \$82,837.59 ; weekly \$1,580.87 Step increase: FY 2021 Start date: April 2, 2008	\$76,952.51	\$80,904.00	\$37,031.58	\$82,838.00		
011541-511002	MIS - GIS MANAGER Xia Jin, GIS Manager Grade G, step 6, FTE, Non-Supervisory Unit of USW Union 37.5 hrs/w Salary: yearly (\$97,514.23 +2-days \$750.11) = \$98,264.34; weekly \$1,875.27 salary formation: G-6 (previous FYs with compound 1% increase = 7% increase in FY20) Start date: October 20, 2003	\$91,766.20	\$94,023.00	\$43,491.84	\$98,264.00		
011541-511003	MIS - TECHNICAL SUPPORT Roberto Mendoza, IT Network Support Specialist Grade D, Step 4, FTE, Non-Supervisory Unit of USW Union; Proposed merrit increase from D-4 to F-2; 37.5 hrs/w Salary yearly (\$74,293.53 + 2-days \$571.49) = \$74,865.02 ; weekly \$1,428.72 Step increase due in FY21 Start date: November 8th, 2016	\$61,918.22	\$65,402.00	\$29,926.40	\$74,865.00		
011541-511004	MIS - SECRETARIAL/CLERICAL Harold Kiley - Image Processing Analyst - PTE - 18 hrs/week Salary (2% increase per TM's memo 11/02/18): hourly \$16.02, weekly \$288.44, yearly (\$14,998.65 + 2days \$115.38) = 15,114.03	\$14,183.10	\$14,731.00	\$6,603.03	\$15,114.00		
011541-511013	MIS-TECHNICAL SUPPORT PUBLIC SAFETY						
011541-512009	MIS - NETWORK REPAIR Doug Collette, MIS Network Support Technician - PTE - \$30/hr - Budgeted for 15 hrs/w - Salary (2% increase per TM's memo 11/02/18): hourly \$32, weekly \$479.96, yearly (\$24,957.97+ 2days \$191.98) = 25,149.95	\$12,347.10	\$24,521.00	\$5,586.66	\$25,150.00		
011541-513001	MIS - SCHEDULED OVERTIME Scheduled Town Network services (maintenance and system upgrade)	\$4,437.85	\$2,000.00	\$2,179.35	\$3,000.00		
011541-513030	MIS - UNSCHEDULED OVERTIME Repair of Town critical mission systems for unforeseen problems (Pub Safety, DPW, Finance, etc.)	\$143.16	\$2,000.00	\$75.15	\$2,500.00		
011541-514006	MIS - LONGEVITY Xia Jin 16 years of service: \$525 Sacha Zlatkova 11 years of service: \$425 Total FY20: \$950 Projection for FY21: Xia \$525, Sacha \$425	\$850.00	\$925.00	\$950.00	\$950.00		
PERSONAL SERVICES Total:		\$262,598.14	\$284,506.00	\$125,844.01	\$302,681.00		

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154 - FINANCE - MIS						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
011542-524006	MIS - REPAIRS & MAINTENANCE-NETWORK Repair/Maintenance/Upgrade of Town-wide fiber, switches and wireless network for unforeseen accidents or weather damage (Parts/Materials/Equipment).	\$8,645.12	\$8,670.00		\$8,890.00	
011542-524015	MIS - REPAIRS AND MAINT EQUIPMENT Service for equipment repairs/maintenance by State-contracted vendors.	\$6,947.75	\$8,670.00	\$345.06	\$8,890.00	
011542-524017	MIS - ANNUAL MAINTENANCE CONTRACTS General or Sole Source Software & Services Accela - SoftRight \$37,800 Tyler Tech - Munis \$4,000 VUEWorks \$3,400 DLT Solutions - AutodeskLandDesktop \$2,000 HydroCAD \$300 Xavis - My Senior Center \$2,200 Social Services \$800 Faronics - Deep Freeze \$500 CitiesDigital - Laserfiche (imaging software and DB) \$9,020 WatchGuard (cruiser video server and software support 18 dev.) \$25,400 Dog Licensing \$2,500 FOIA Direct (Public Records System, Town Clerk, MPD, Schools) \$3,000 Dragon Law Enforcement (Police reporting 12/6/2019-12/5/2020) \$1,000 Website Software & Services CivicPlus support (Town's website and mass notification system) \$10,000 GoDaddy - Library domain reservation (6/20/2019-6/19/2022) \$0.00 GoDaddy - MFN domain reservation (9/3/2018-9/4/2024) \$0.00 Ashdown Technologies - Library website and DNS records hosting \$864 Siteimprove - websites integrity and statistics \$4,650 Applied Geographics (viewer for Assessor GIS DB and web interface) \$3,000 Network Software/Hardware Support & Services Network Security Mimecast (email cloud security and filtering) \$7,300 Sophos (antivirus, onsite email spam filter and firewall) \$17,200 Flexera (vulnerability scanning and software patching management) \$1,200 Dell Auditor \$1,660 Virtualization AdvizeX (Vmware vSphere 6) \$7,400 HUB Technical (Support for Simplivity hyperconverged environment) \$8,000 Phone System Carousel - Avaya VoIP \$21,000 Backups and Archiving Unitrends (data and server backup system) \$2,000	\$102,713.31	\$170,878.00	\$60,726.02	\$203,426.00	

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154 - FINANCE - MIS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	Acronis (backup and recovery small devices) \$1,200						
	Barracuda (email archive) \$2,244						
	ArchiveSocial (social media & public records archiving) \$4,788						
	Eaton Powering (UPS systems at new PSPW complex) \$7,000						
	Camera Systems maintenance (new PSPW complex) \$12,000						
	Grand Total: \$203,426						
011542-524018	MIS - GIS CONTRACTS/SERVICES	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00		
	Breakdown by department for FY20 (renew 3-year contract in FY20):						
	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	\$23,488.94	\$32,550.00	\$209.97	\$30,900.00		
	MIS purchase of new software (planned or unforeseen)						
	- Adobe InDesign (Nancy and Carrie): \$900						
	- Online Forms (SeamlessGov, 2&3 yr maint.:\$9,700): \$20,000						
	- Unforeseen \$10,000						
011542-530000	MIS - PROFESSIONAL/TECH SERVICES	\$20,162.31	\$29,200.00	\$5,455.62	\$40,864.00		
	MIS External Consulting (network, servers and database technical support)						
	Town internet with failover from CrownCastle (prepare for FY21 \$1,914/month = \$22,968)						
	Town Internet Backup (Verizon FiOS 25/25 mbps + 13 static IPs): \$2,123.88						
	FiOS + 1-Static IP - Water-FiOS-AlbertiniWell: \$1,440						
	Comcast Internet/Cable/Phone (for MEMA): \$3,000						
	WiFi installation at new PS building: \$5,000						
	Setting up for cloud backups and DR : \$16,800						
	External technical support (100 hour, \$125): \$12,500						
011542-530008	MIS - TRAINING SEMINARS	\$3,712.00	\$9,800.00			\$14,000.00	
	General Office software training for town employees \$10,000						
	KnowBe4 (town-wide security trainig year-round) 10/30/2018 - 10/29/2019 \$4,000						
011542-534003	MIS - TELEPHONE	\$1,835.64	\$3,000.00	\$815.84	\$2,500.00		
	3 iPhones \$3,000						
	MIS provides support to all town departments and enterprises.						
011542-542000	MIS - OFFICE SUPPLIES	\$2,283.77	\$2,300.00	\$1,488.96	\$2,400.00		
	MIS office supplies including small devices such as keybords, mouse, type covers for tablets.						

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154 - FINANCE - MIS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011542-543000	MIS - EQUIPMENT SUPPLIES MIS computer and server parts replacement.	\$7,229.52	\$5,100.00	\$3,004.37	\$5,300.00		
011542-558009	MIS - GIS SUPPLIES Supplies for large format GIS printer - ink, paper, parts, maintenance Other specialized materials	\$337.89	\$1,500.00	\$350.33	\$1,500.00		
011542-558010	MIS - SUPPLIES & MATERIALS-NETWORK Equipment repair/maintenance/upgrade of Town's fiber network wireless network, unforeseen damages: \$4,800 Hard disks for backups (based on WD RED 4TB 3.5 SATA-6 INTELLI 64MB, \$180): \$1,850	\$6,746.41	\$6,500.00	\$5,246.00	\$6,650.00		
011542-558011	MIS - OPERATING SUPPLIES Town-wide printer supplies, PC and software instruction books, other small related tools.	\$12,617.69	\$12,000.00	\$7,173.36	\$12,700.00		
011542-570000	MIS - MISC. EXPENSES	\$177.80					
011542-573100	MIS - PROFESSIONAL DEVELOPMENT Professional travel expenses to conferences, professional memberships - MIS: \$9,000 Training on software and hardware maintenance for MIS	\$5,865.76	\$5,000.00	\$3,990.00	\$9,000.00		
EXPENSES Total:		\$217,763.91	\$310,168.00	\$103,805.53	\$362,020.00		
011545-585010	MIS - OFFICE EQUIPMENT Desktops (unit \$750), Monitors (unit \$150), SSDs (unit \$50) - Replacements	\$12,230.38	\$20,809.00	\$811.32	\$13,000.00		
	Units Unit Price Device Total						
	10 \$750.00 Desktops \$7,500.00						
	15 \$50.00 SSD \$750.00						
	10 \$150.00 Monitors \$1,500.00						
	5 \$650.00 Printers \$3,250.00						
	Grand Total: \$13,000.00						
CAPITAL OUTLAY Total:		\$12,230.38	\$20,809.00	\$811.32	\$13,000.00		
011549-580127	GIS AERIAL IMAGERY A#13 5/17	\$16,200.00	\$43,800.00				
011549-580128	DIGITIZING RECORDS-PHASE I A13 5/17		\$160,000.00				
011549-580152	ESX HOSTS UPGRADES A#9 5/18		\$80,000.00				
ARTICLES Total:		\$16,200.00	\$283,800.00				
FINANCE - MIS Total:		\$508,792.43	\$899,283.00	\$230,460.86	\$677,701.00		

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155 - FINANCE - MIS ENCUMBRANCES							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011552-524015	MIS - REPAIRS & MAINT - COMP EQUIP		\$28,653.80	\$28,653.80			
EXPENSES Total:			\$28,653.80	\$28,653.80			
FINANCE - MIS ENCUMBRANCES Total:			\$28,653.80	\$28,653.80			

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161 - TOWN CLERK							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011611-511001	TOWN CLERK - MANAGEMENT SALARIES FY '20 Town Clerk salary includes contractual step increase to H7 and \$634.01 accrual.	\$78,499.53	\$80,234.00	\$36,791.12	\$84,234.00		
011611-511002	TOWN CLERK - SUPERVISORY SALARIES FY '20 Assistant Town Clerk annual salary includes contractual step increase to C4 and \$469.41 accrual.	\$56,979.00	\$58,229.00	\$26,700.80	\$61,492.00		
011611-511004	TOWN CLERK - SECRETARIAL/CLERICAL FY '20 Secretarial/Clerical annual contractual salary includes step increase to step C3 and \$380.07 accrual. I am asking that this position be elevated to the level of "Bookkeeper" in the SPEA Union Contract. This position deals significantly with the accounting of the revenue in the Town Clerk's Office including but not limited to balancing cash draw daily, deposits to the Treasurer's Office, administering petty cash and handling payments from customers.	\$43,023.50	\$44,184.00	\$20,258.68	\$49,789.00		
011611-513030	TOWN CLERK - UNSCHEDULED OVERTIME With only one scheduled election and town meeting, I have reduced this line item to reflect that.	\$162.23	\$1,500.00	\$1,896.83	\$500.00		
011611-514006	TOWN CLERK - LONGEVITY Town Clerk Longevity-\$375 per union contract (7 Years) Assistant Town Clerk Longevity-\$525 per union contract. (15 Years)	\$850.00	\$825.00	\$850.00	\$900.00		
011611-519006	TOWN CLERK - STIPENDS Stipends 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 17,103 voters x \$50.00 = \$855.00	\$838.00	\$838.00	\$838.00	\$855.00		
PERSONAL SERVICES Total:		\$180,352.26	\$185,810.00	\$87,335.43	\$197,770.00		
011612-524015	TOWN CLERK - REPAIR & MAINT EQPMT Imagecast voting tabulator and General Code maintenance for FY '20.	\$1,499.85	\$1,400.00	\$2,595.00	\$3,000.00		
011612-530000	TOWN CLERK - PROF/TECH SRVCS This line item covers the cost of binding of street listings and vital records, restoration and preservation of historical documents as required by law.	\$1,525.00	\$3,000.00		\$3,000.00		
011612-530008	TOWN CLERK - TRAINING SEMINARS Massachusetts Town Clerk Association conferences necessary to keep up with the the changes in laws pertaining to the Town Clerk's duties i.e. Elections, Vital Records Dog licensing, Attorney General reports, Census. Also necessary to attend conferences to keep certification current.		\$1,500.00	\$658.67	\$1,500.00		
011612-534005	TOWN CLERK - PRINTING Printing of the Annual Census forms for approximately 10,800 households and the printing of the annual street lists. Also includes updating the code with new and amended changes to the bylaws and charter.	\$2,462.18	\$3,700.00	\$1,758.14	\$5,100.00		
011612-538007	TOWN CLERK - CENSUS Postage, shipping and handling for the annual census broken down from last year \$3649 for postage \$2417 census package which includes typesetting and setup of the annual census.	\$6,108.52	\$7,500.00		\$6,800.00		
011612-538008	TOWN CLERK - ELECTION/REGISTRATION Line item is for coding of the ICP tabulators and the Automark ballot marker. Also used for ballot printing for local elections.	\$2,572.60	\$10,500.00	\$6,501.71	\$2,800.00		
011612-538009	TOWN CLERK - SPECIALIZED SERVICES Fy '20 has one scheduled election in May and one scheduled town meeting. The possiblility of a fall town meeting is compensated for in this line item which is used for staffing of poll workers, police detail for elections and town meetings, catering for poll workers and specialized paper for voting lists. Also for set up and take	\$31,390.12	\$26,918.00	\$21,968.50	\$9,500.00		

Last Expenditure Update: 01/02/2019

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161 - TOWN CLERK						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
	down of election equipment by DPW.					
011612-542000	TOWN CLERK - OFFICE SUPPLIES Office supplies include specialized paper for dog licenses, vital records as well at other typical office supplies. (level funded)	\$1,157.71	\$2,000.00	\$1,125.49	\$2,000.00	
011612-573100	TOWN CLERK - PROF DEVELOPMENT Dues for professional associations pertaining to the Town Clerk such as Massachusetts Town Clerk's Association and the Tri-County Town Clerk's Association.	\$611.53	\$300.00	\$135.00	\$300.00	
EXPENSES Total:		\$47,327.51	\$56,818.00	\$34,742.51	\$34,000.00	
011619-580153	ELECTION EQUIP TRAILER A#9 5/18		\$12,677.00	\$12,162.60		
ARTICLES Total:			\$12,677.00	\$12,162.60		
TOWN CLERK Total:		\$227,679.77	\$255,305.00	\$134,240.54	\$231,770.00	

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171 - CONSERVATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011711-511003	CONSERVATION - TECHNICAL SUPPORT Environmental and Conservation Planner 1FTE Grade G Step 3 (\$44.33 x 37.5 hours = 1662.38 per week x 52 weeks= \$86,443.50 BASE + 2 day accrual =\$664.95) FY20 Salary =\$87,108.45	\$64,053.60	\$65,476.00	\$30,218.40	\$87,108.00		
011711-514006	CONSERVATION - LONGEVITY Longevity 6 years			\$425.00	\$425.00		
PERSONAL SERVICES Total:		\$64,053.60	\$65,476.00	\$30,643.40	\$87,533.00		
011712-530008	CONSERVATION - TRAINING SEMINARS Workshops are becoming more expensive.	\$45.00	\$475.00	\$755.00	\$600.00		
011712-530011	CONSERVATION - ADVERTISING	\$101.40	\$126.00		\$126.00		
011712-534003	CONSERVATION - TELEPHONE	\$649.37	\$625.00	\$254.95	\$625.00		
011712-534005	CONSERVATION - PRINTING	\$46.00	\$200.00		\$200.00		
011712-542000	CONSERVATION - OFFICE SUPPLIES	\$736.28	\$492.00	\$45.79	\$492.00		
011712-558006	CONSERVATION - UNIFRM/PROTCTVE GEAR	\$250.10	\$254.00		\$254.00		
011712-558012	CONSERVATION - BOOKS/REFERENCES	\$69.45	\$143.00		\$143.00		
011712-571000	CONSERVATION - TRANSPORTATION	\$157.08	\$600.00		\$600.00		
011712-573100	CONSERVATION - PROF DEVELOPMENT	\$170.00	\$475.00		\$475.00		
EXPENSES Total:		\$2,224.68	\$3,390.00	\$1,055.74	\$3,515.00		
CONSERVATION Total:		\$66,278.28	\$68,866.00	\$31,699.14	\$91,048.00		

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172 - PLANNING BOARD							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011721-511001	PLANNING BRD - MANAGEMENT SALARIES \$119,933 salary: Director of Planning and Development, 1 FTE [YEAR 6 at K11] The Planning Director's position 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. The Planning Director also serves as the town's Fair Housing Director, Civil Rights Coordinator and Americans with Disabilities 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 the Subdivision Inspector. K11+6 years = \$119,933 / \$2,306 week.	\$114,395.56	\$116,943.00	\$53,614.80	\$119,933.00		
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 Longevity - \$725 - 31 years. Longevity is a contractual obligation that recognizes years of service starting after year 5 with the Town.	\$675.00	\$725.00	\$675.00	\$725.00		
011721-514007	PLANNING BRD - SICK LEAVE INCENTIVE	\$1,319.85					
PERSONAL SERVICES Total:		\$116,390.41	\$117,670.00	\$54,289.80	\$120,660.00		
011722-530000	PLANNING BRD - PROF/TECH SRVCS 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.		\$34,450.00	\$18,256.00	\$250.00		
011722-530011	PLANNING BRD - ADVERTISING 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.	\$464.64	\$1,000.00		\$100.00		
011722-534005	PLANNING BRD - PRINTING Printing: \$100. This line item covers the reproduction costs of various planning documents, technical reports and maps used in the Planning Office.		\$100.00		\$100.00		
011722-542000	PLANNING BRD - OFFICE SUPPLIES 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 Committee and various other boards.	\$140.15	\$300.00	\$117.74	\$300.00		
011722-558006	PLANNING BRD - UNIFRM/PROTCTVE GEAR Uniforms/Protective Gear: \$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.		\$400.00		\$400.00		
011722-558012	PLANNING BRD - BOOKS/REFERENCES Books/References: \$50. The acquisition of technical reports, legal documents and planning publications is done through this line item.		\$50.00		\$50.00		
011722-571000	PLANNING BRD - TRANSPORTATION Transportation: \$50. Reimbursement for the use of personal vehicles in traveling outside the community occurs within this line item.		\$50.00		\$50.00		

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172 - PLANNING BOARD		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
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:		\$604.79	\$36,650.00	\$18,373.74	\$1,550.00		
011729-580197	MASTER PLAN UPDATE A#10 11/18		\$100,000.00				
ARTICLES Total:			\$100,000.00				
PLANNING BOARD Total:		\$116,995.20	\$254,320.00	\$72,663.54	\$122,210.00		

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173 - ZONING/APPEALS BOARD						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
011731-511004	ZNING/APPLS BRD - SECRTAL/CLERICAL		\$1.00		\$1.00	
PERSONAL SERVICES Total:			\$1.00		\$1.00	
011732-530008	ZNING/APPLS BRD - TRAINING SEMINARS Zoning Board of Appeals - Training Seminars \$50. This account is used to pay for attendance at professional workshops and other work-related activities within the Commonwealth.		\$50.00		\$50.00	
011732-530011	ZNING/APPLS BRD - ADVERTISING Zoning Board of Appeals - Advertising \$50. This account is used to pay for Zoning Board of Appeals legal advertising as necessary.		\$50.00		\$50.00	
011732-534005	ZNING/APPLS BRD - PRINTING Zoning Board of Appeals - Printing \$50. This account is for the cost of reproduction of documents, technical reports and plans.		\$50.00		\$50.00	
011732-542000	ZNING/APPLS BRD - OFFICE SUPPLIES Zoning Board of Appeals - Office Supplies \$200. This line item provides office supplies necessary to support day-to-day routine activities of the department.	\$31.94	\$200.00		\$200.00	
011732-558012	ZNING/APPLS BRD - BOOKS/REFERENCES Zoning Board of Appeals - Books/References \$50. This account funds the purchase of technical reports, legal documents and other publications.		\$50.00		\$50.00	
EXPENSES Total:			\$31.94		\$400.00	
ZONING/APPEALS BOARD Total:			\$31.94		\$401.00	

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179 - BOARD/COMMITTEES							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011791-511004	BRDS/CMMITTEES - SECRETARY/CLERICAL This budget is to pay for several secretary/clerical positions for the Finance Committee, Audit Committee, Airport Board, and Municipal Building Committee.	\$2,901.01	\$9,900.00	\$1,382.36	\$9,900.00		
PERSONAL SERVICES Total:		\$2,901.01	\$9,900.00	\$1,382.36	\$9,900.00		
011792-534005	BOARDS & COMMITTEES - PRINTING This budget is to pay for Industrial Development Commission economic development promotional materials.		\$2,100.00		\$2,100.00		
011792-573100	BRDS/CMMITTEES - PROF DEVELOPMENT This is for dues and membership expenses for various boards and committees.		\$500.00		\$500.00		
011792-578007	BRDS/CMMITTEES - SCHOLARSHIP EXP. 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".	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		
EXPENSES Total:		\$3,000.00	\$5,600.00	\$3,000.00	\$5,600.00		
BOARD/COMMITTEES Total:		\$5,901.01	\$15,500.00	\$4,382.36	\$15,500.00		

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

190 - TOWN INSURANCE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011902-574001	TOWN INSURANCE - PROPERTY INSURANCE	\$234,281.56					
011902-574003	TOWN INSURANCE - SURETY INSURANCE	\$2,104.00					
011902-574004	TOWN INSURANCE - WRKRS COMP-NORMAL	\$56,419.65					
011902-574005	TOWN INSURANCE - WRKRS COMP-SPECIAL	\$53,404.51					
011902-574006	TOWN INSURANCE - SELF INSURANCE	\$1,000.00					
EXPENSES Total:		\$347,209.72					
TOWN INSURANCE Total:		\$347,209.72					

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

192 - PUBLIC BUILDINGS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011921-511001	PUBLIC BLDINGS - MNGMNT SALARIES	\$16,946.43	\$15,532.00	\$8,233.84	\$93,620.00		
	Ahern - Public Buildings/Special Projects Manager Grade J Step 8 (step)						
	FY 2020 Rate	\$ 48.67					
	Weekly	\$ 1,946.65					
	Annual	\$ 101,381.73					
	2-Day Accrual	\$ 746.72					
	Total	\$ 102,128.45					
	Complex Stipend (1 month)	\$ 1,250.00					
	1-month charge to complex	\$ 8,510.70					
	11 months charge to budget	\$ 93,617.75					
	Total Line Item:	\$ 93,617.75					
011921-511003	PUBLIC BLDINGS - TECHNICAL SUPPORT	\$46,464.86	\$53,968.00	\$24,098.00	\$75,485.00		
	PT Recycling Attendant	\$18.04/hour	Manning 24 hours per week	\$ 22,513.92			
	PT Recycling Attendant	\$16.98/hour	Gauthier 24 hours per week	\$ 21,191.04			
	Additional PT Recycling Attendant	\$16.00/hour	24 hours per week	\$ 19,968.00			
	(This position would provide for increased monitoring of residential stickers and compost area.)						
	Sundays and Holidays @ Mansfield Green			\$ 2,000.00			
	PT Recycle/Custodian	\$16.98/hour	Holske 295 hours per year	\$ 5,009.10			
	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	\$40/hour	@ 120 hours	= \$ 4,800.00			
	Total	\$ 75,482.06					
	F.T.E. = 2.3						
011921-511004	PUBLIC BLDGS - SECRETARIAL/CLERICAL						

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

192 - PUBLIC BUILDINGS		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011921-511005	PUBLIC BLDGS - PUBLIC WORKS SERVICE	\$166,243.28	\$175,355.00	\$79,050.08	\$178,831.00		
	All of the following employees are under the AFSCME contract-2% added to base						
	Sears - Janitor Step 7						
	FY2020 Rate=	\$	24.45				
	Longevity= \$1,000.00	\$.48				
	Total Base Rate=	\$	24.93				
	Weekly=	\$	997.20				
	Annual=	\$	51,854.40				
	Accrual=	\$	398.88				
	Employee Total=			\$ 52,253.28			
	Nelson - Public Buildings Foreman Step 6						
	FY2020 Rate=	\$	31.96				
	Longevity= \$475.00	\$.20				
	Total Base Rate=	\$	32.16				
	Weekly=	\$	1,286.40				
	Annual=	\$	66,892.80				
	Accrual=	\$	514.56				
	Employee Total=			\$ 67,407.36			
	Freer - Public Buildings Tradesman Step 5						
	FY2020 Rate=	\$	28.23				
	Weekly=	\$	1,129.20				
	Annual=	\$	58,718.40				
	Accrual=	\$	451.68				
	Employee Total=			\$ 59,170.08			
	Total \$ 178,830.72						
	FTE = 3						
011921-512001	PUBLIC BLDINGS - SEASONAL SERVICE		\$1,000.00		\$1,000.00		
	This employee is summer help and does various projects						

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

192 - PUBLIC BUILDINGS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011921-513030	PUBLIC BLDINGS - UNSCHEDULED OT 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.	\$7,665.23	\$7,500.00	\$4,363.88	\$7,500.00		
011921-514006	PUBLIC BLDINGS - LONGEVITY Longevity: Ahern 24 years \$625.00 Total \$ 625.00	\$625.00	\$625.00	\$625.00	\$625.00		
011921-514007	PUBLIC BLDGS - SICK LEAVE INCENTIVE Based on history : Ahern \$2,500 Nelson \$1,300 Sears \$ 1,000 Total \$ 4,800.00	\$2,835.44	\$3,765.00		\$4,800.00		
PERSONAL SERVICES Total:		\$240,780.24	\$257,745.00	\$116,370.80	\$361,861.00		
011922-521001	PUBLIC BLDINGS - ELECTRICITY Electricity for the Town Hall and the Recycle Park.	\$28,540.04	\$33,000.00	\$11,174.85	\$33,000.00		
011922-521003	PUBLIC BLDINGS - HEAT Heat for the Town Hall & Recycling Park .	\$17,358.70	\$17,000.00	\$3,366.98	\$17,000.00		
011922-523001	PUBLIC BLDINGS - SEWER/WATER CHRGS Water & Sewer Charges for the Town Hall for usage, sprinklers and backflow tests. DPW, Police and Fire backflow tests	\$1,955.82	\$2,500.00	\$936.98	\$3,500.00		
011922-524000	PUBLIC BLDINGS - REPAIR & MAINT All main repairs by contractors for all Public Buildings that are taken care of by PBSP	\$136,899.17	\$120,000.00	\$51,592.28	\$130,000.00		
011922-527000	PUBLIC BLDINGS - RENTALS AND LEASES Rental of the Postage machine \$ 2,387.00 Lease of the three copiers in Town Hall \$ 11,500.00 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 \$36,687.	\$34,984.13	\$33,645.00	\$9,427.50	\$36,687.00		

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

192 - PUBLIC BUILDINGS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
011922-529001	PUBLIC BLDINGS - CNTRCTL SRVC SPPRT	\$46,594.37	\$72,300.00	\$33,481.47	\$65,940.00		
	Janitorial Services: Town Hall	\$ 18,720.00					
	Highway Garage		\$ 9,420.00				
	Old Police Station		\$ 10,000.00				
	Hazardous cleaning at the Police Station		\$ 2,500.00				
	Animal Shelter	\$ 2,000.00					
	Jail Cell Door Maintenance		\$ 1,000.00				
	Municipal Complex Public Safety		\$ 15,000.00				
	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					
	Municipal Complex Public Safety	\$ 2,500.00					
	Total:	\$ 65,940.00					
011922-530006	PUBLIC BLDINGS - ENGNRNG/ARCHITECT	\$67,618.18	\$10,000.00		\$10,000.00		
	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	\$4,046.68	\$3,000.00	\$1,391.13	\$4,000.00		
	Cost for Operations Manager, Foreman and Tradesman cell phone and the Recycling Park telephone.						
011922-548000	PUBLIC BLDINGS - VEHICULAR SUPPLIES	\$1,254.40	\$3,000.00	\$395.71			
011922-548001	PUBLIC BLDINGS - MOTOR FUEL	\$4,578.80					
011922-558000	PUBLIC BLDINGS - OTHER SUPPLIES	\$59,807.45	\$60,000.00	\$32,024.32	\$80,000.00		
	Costs for building supplies and custodial supplies for municipal buildings, recreation field buildings, lights for the recycling park (additional money added for additional cleaning supplies)						
011922-558006	PUBLIC BLDINGS - UNIFRM/PROTCT GEAR	\$1,282.25	\$4,000.00	\$325.00	\$3,000.00		
	Uniforms and Protective Gear:						
	Manager's clothing allowance, Boot Allowance (\$325 x6), shirts, jackets and jeans, foul weather gear and safety gear for 7 employees						

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

192 - PUBLIC BUILDINGS						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
011922-558012	PUBLIC BLDINGS - BOOKS/REFERENCES		\$100.00		\$100.00	
011922-558014	PUBLIC BLDINGS - TOOLS		\$1,500.00		\$3,000.00	
011922-573100	PUBLIC BLDINGS - PROF DEVELOPMENT	\$497.00	\$1,000.00	\$100.00	\$1,000.00	
EXPENSES Total:		\$405,416.99	\$361,545.00	\$144,216.22	\$387,727.00	
011925-584000	PUBLIC BLDINGS - IMPROVEMENTS	\$66,681.32				
CAPITAL OUTLAY Total:		\$66,681.32				
011928-524000	PUB BLDGS - REPAIRS & MAINTENANCE	\$2,380.00				
011928-558006	PUB BLDGS - UNIFORM/PROTECTIVE GEAR	\$726.71				
PRIOR YEAR BILLS Total:		\$3,106.71				
011929-580016	LIBRARY IMPROVEMENTS-A#16 5/13		\$6,390.72			
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			
011929-580062	FIRE STATION GENERATOR A#12 5/15	\$57,552.41	\$2,447.59			
011929-580063	TOWN HALL GENERATOR A#12 5/15	\$35,815.00	\$19,164.07	\$865.74		
011929-580064	MEMORIAL HALL ROOF A#12 5/15					
011929-580065	LIBRARY CARPET & PAINT A#12 5/15					
011929-580091	PLYMOUTH ST FIRE IMPROVES A#11 5/16	\$9,200.00	\$79,330.00	\$22,077.85		
011929-580129	MEM HALL WINDOWS & DOORS A#13 5/17	\$25,275.00	\$304,725.00	\$304,725.00		
011929-580130	MEM PARK 4 ROOF REPLACE A#13 5/17	\$21,097.99				
011929-580131	PLYMOUTH ST FIRE REPAIRS A#13 5/17	\$7,000.00	\$219,470.00	\$13,644.08		
011929-580154	TOWN HALL CHILLER REPLACE A#9 5/18		\$175,000.00	\$37,776.00		
011929-580155	PICK UP TRUCK A#9 5/18		\$40,000.00			
011929-580183	MEMORIAL HALL IMPROVES A#6 11/18		\$220,000.00	\$144,444.62		
011929-580184	PLYMOUTH ST FIRE IMPROVES A#6 11/18		\$330,000.00			
011929-580199	FISHER-RICHARDSON REPAIR A#12 11/18		\$14,500.00			
ARTICLES Total:		\$155,940.40	\$1,535,466.43	\$523,533.29		
PUBLIC BUILDINGS Total:		\$871,925.66	\$2,154,756.43	\$784,120.31	\$749,588.00	

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

193 - PUBLIC BUILDINGS-ENCUMBRANCES		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
011932-558000	PUBLIC BLDGS - OTHER SUPPLIES		\$6,181.00	\$6,181.00			
EXPENSES Total:			\$6,181.00	\$6,181.00			
PUBLIC BUILDINGS-ENCUMBRANCES			\$6,181.00	\$6,181.00			

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

210 - POLICE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012101-511001	POLICE - MANAGEMENT SALARIES	\$483,349.05	\$475,288.00	\$271,010.49	\$639,951.00		
	salaries for the following employees includes 2 day accrual: also assumes Chief and DC get COLA & Merit of 2% each and Lt's get their 2% COLA for both FY19 and FY20:						
	Chief Sellon						
	Deputy Chief Ellsworth						
	Lt Thompson						
	Lt Archer						
	Lt Bain						
012101-511002	POLICE - SUPERVISORY SALARIES	\$607,899.60	\$677,314.00	\$297,173.10	\$692,394.00		
	Salaries Per contract adjusted for step increases where appropriate, night differentials, and career incentives. It includes 4 days accrual. Sgt's include the following people with their step listed also:						
	Sgt Baker	Sgt 1 to 2 in July					
	Sgt Bombard	Sgt 4					
	Sgt Connor	Sgt 1 to 2 in July					
	Sgt Crosman	Sgt 4					
	Sgt Hopkins or replacement	Sgt 4					
	Sgt Pierce	Sgt 4					
	Sgt Thibault	Sgt 4					
012101-511003	POLICE - TECHNICAL SUPPORT	\$107,601.85	\$111,891.00	\$50,346.78	\$116,985.00		
	Tech Support consists of 2 employees and includes a 2 day accrual						
	E Baburins - Crime Analyst (non Union) - 2% COLA & 2% Merit						
	J Collins - Animal Control Officer (Non Supervisory/ United Steel Workers Union) salary per contract						
012101-511004	POLICE - SECRETARIAL/CLERICAL	\$92,199.87	\$110,582.00	\$62,615.79	\$305,222.00		
	Secretarial/Administrative includes salaries for the following people/positions and includes 2 days accrual. These positions are non union. The current non union employees are budgeted at 2% COLA and 2% Merit.						
	The Police budget does not include the 15% reimbursement from the electric department for desk personnel/reserve coverage for after hours light dept. ring over.						
	C Brown - Admin Assistant (19 hours per week)						
	R Feigelman - Financial Administrator (19 hours per week)						
	P Seaward - Supervisor Support Services and Communication (full time)						
	4 Desk Personnel (one of which is also the Coordinator)						
	Reserves covering 52 weekend shifts at \$15 per hour						

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

210 - POLICE		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						

012101-511006	POLICE - POLICE SERVICE	\$1,860,746.79	\$1,933,961.00	\$797,818.38	\$2,194,443.00		
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Per Contract - salaries adjusted for step increases where appropriate, night differentials, and new career incentives. Includes 4 day accrual. Steps listed with shift. D = Day 8AM -4PM, N1 = Midnite to 8am with 10% contractual differential, N3 = 4-12 shift with 9% differential:

28 officers

Archer, Nicole	10 Yr N3
Armstrong, John	10 Yr D
Bellevue, Michelle	10 Yr D
Birnie, Meg	2 D to 3 N1 on 12/15/19
Boldrighini, Nicole M.	5 D
Ellender, Joshua S.	10 Yr N3
Fenore, Michael	5 N3
FY19 April new hire Patrol Officer (SRO Backfill)	1 N1 to 2 N1 on 4/1/20
Fitzgerald, Michael T.	5 N1
Kelley, Andrew	5 N1
Kennedy, Gregg S.	5 D
Kerr, David D.	5 D
Kinahan, David W.	10 Yr D
Lattanzio, Anthony	10 Yr D
Maclean, Donald	10 Yr D
Martell, Gregory S.	5 N1
McCune Derek	5 D
Patrol Officer New - **	10 Yr N1
Pennie, Patrick J.	5 N1
Pepicelli, David	10 Yr N3
Sennott, David M.	10 Yr N3
Sorge, Christopher D.	3 N1 to 4 N1 on 8/1/19
Souza, Matthew	10 Yr D
Sparrow, Jay	10 Yr N3
Titus, Danielle C.	5 N3
Trudell, William	10 Yr N3
Walsh, Christopher P.	5 D
Wright, K	10 Yr D

012101-512001	POLICE - TEMPORARY SUPPORT	\$7,181.25	\$10,816.00	\$2,971.00	\$12,688.00		
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Animal Shelter Associates get paid, but donate most of their pay back to the shelter. The donated amounts appear in the town account, and do not directly offset Police expenses. They have been budgeted at the average minimum wage amount for calendar 2019 and 2020. 1/1/19 Min wage will be \$12 and on 1/1/20 it will be \$13. This account also includes the money to pay Matrons. Their hourly rate increased in FY19. They have been budgeted for the same amount of hours, but at their current pay rate.

of people # of hrs per wk # hrs per yr rate Total \$'s FY19

Last Expenditure Update: 01/02/2019

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

210 - POLICE								
Account Number	Account Description		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	Animal Shelter Paid Associates	2	4	416	\$12.50	\$5,200		
	Baker, S							
	Molina-Villella, A							
	Matrons	2	4	416	\$18.00	7,488		
	Estimate average							
				Total		\$12,688		
012101-513001	POLICE - SCHEDULED OT		\$17,145.76	\$6,618.00	\$4,739.75	\$12,000.00		
	This account is for overtime such as funerals, coverage for officers on jury duty, or misc OT without a specific OT account. This part of the budget was level loaded. Added to last year's budgeted amount is \$5.4K for the 4 day salary accrual for OT for all of the scheduled OT accounts.							
012101-513002	POLICE - SCHEDULED OT-TRAINING		\$114,272.88	\$68,193.00	\$44,749.81	\$69,557.00		
	The training budget was level loaded plus the contractual COLA increase of 2%. Note that much of the training budget is due to mandatory training.							
012101-513006	POLICE - HOLIDAY PAY		\$25,280.58	\$43,473.00	\$12,145.67	\$44,739.00		
	Per the contract, pay for holiday is offered. making an assumption that officers will only average 10% out of the 11 holidays as pay. Assumption similar to FY19							
012101-513008	POLICE - SCHEDULED OT-VAC/DH/PD		\$110,006.69	\$120,347.00	\$58,548.88	\$132,332.00		
	Level loaded plus % increase for COLA per contract. Added to that only 50% of increased vacation days allotted to those with changes per the contract at the average rate per hour, which totaled an additional \$9.6K							
012101-513009	POLICE - SCHEDULED OT-COURT		\$39,851.23	\$40,311.00	\$15,536.57	\$41,117.00		
	level loaded plus contractual 2% COLA increase							
012101-513013	POLICE - SCHEDULED OT-COMM SERVICE		\$13,536.19	\$27,142.00	\$9,945.04	\$27,685.00		
	level loaded plus 2% contractual COLA change: This account includes OT for community events such as RAD & 4L's classes, Touch a Truck, Hometown Heros, Downtown Bus Assoc, Parades, etc.							
012101-513015	POLICE-SCHED OT-SICK IOD COVERAGE		\$31,673.02	\$19,535.00	\$4,516.18			
	assuming there will not be anyone on IOD which we will need to backfill for.							
012101-513016	POLICE-SCHED OT-IN-HOUSE SERV TRAIN		\$24,682.36	\$25,000.00	\$7,847.96	\$25,500.00		
	level loaded plus 2% contractual COLA increase							
012101-513017	POLICE-SCHED OT FRONT DESK COVER					\$36,867.00		
	Account new in FY20 due to loss of Dispatch to Regional Dispatch. This account is for backfilling front desk in new Public Safety Bldg on East Street when any of the 4 employees are out due to sick/personal, holiday or vacation which they will receive per the town Personnel policy.							
012101-513030	POLICE - UNSCHEDULED OT		\$17,140.89	\$10,000.00	\$4,961.26	\$13,857.00		
	This account is for overtime for incidences where extra shift coverage is needed at the end of a shift (holdover on shifts) due to storm coverage, extenuating circumstances (accidents etc).This part of the budget was level loaded. Added to last year's budgeted amount is \$3.9K for the 4 day salary accrual for OT for all of the unscheduled OT accounts.							

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

210 - POLICE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012101-513031	POLICE - UNSCHED OT-PRISONER TRANSF This account is for OT related to prisoner transport and booking. It was level funded plus 2% contractual COLA change.	\$6,727.83	\$6,400.00	\$3,526.10	\$6,528.00		
012101-513032	POLICE - UNSCHEDLD OT-INVSTGTION This account is for OT associated with investigation and reporting. This portion of the budget was level loaded plus the 2% COLA contractual change. Added to this for the FY20 budget, is our portion of the OT for the DEA TFO (Task Force Officer), which is \$16K.	\$42,477.04	\$52,427.00	\$31,126.91	\$69,476.00		
012101-513037	POLICE - UNSCHEDLD OT-ADMIN Level loaded. This account is for OT associated with administrative functions such as detail staffing, scheduling, meeting attendance, etc.	\$22,451.65	\$30,813.00	\$7,122.52	\$30,813.00		
012101-513039	POLICE - UNSCHEDLD ANIMAL CONTROL This account was level funded plus 2% for contractual COLA change. It is for the Animal Control Officer's overtime.	\$9,815.63	\$14,277.00	\$3,015.68	\$14,563.00		
012101-513040	POLICE-UNSCHEDULED OT- SICK Level loaded plus 2% contractual COLA change	\$12,501.22	\$19,260.00	\$5,055.16	\$19,645.00		
012101-513041	POLICE-UNSCHED OT-SCHOOL RES OFF This account is for overtime for when SRO's cover at after hours school events, coverage (only 20% of the time) for when SRO officers are out for V/P/S or DH days and extra coverage the first week of school and the week before vacations.	\$9,714.44	\$16,705.00	\$6,990.55	\$22,986.00		
012101-513042	POLICE-UNSCHED OT-METRO HI RISK WAR level loaded plus 2% Contractual COLA change	\$4,624.72	\$15,890.00	\$724.02	\$16,208.00		
012101-513043	POLICE-UNSCHED OT-METRO BARRICADES level loaded plus 2% Contractual COLA change	\$6,694.43	\$15,890.00	\$947.99	\$16,208.00		
012101-513044	POLICE-UNSCHED OT-METRO MISSING PER level loaded plus 2% Contractual COLA change	\$167.44	\$15,890.00	\$205.79	\$16,208.00		
012101-513045	POLICE-UNSCHED OT-POP OD FOLLOW all three POP (Problem Oriented Policing) accounts, in total, were level funded plus the 2% contractual COLA increase. Accounts 513045 & 46 decreased and were offset by the increase in account 513047	\$1,752.19	\$5,540.00	\$1,255.21	\$2,803.00		
012101-513046	POLICE-UNSCHEDOT-POP DOM VIOLENCE all three POP (Problem Oriented Policing) accounts, in total, were level funded plus the 2% contractual COLA increase. Accounts 513045 & 46 decreased and were offset by the increase in account 513047	\$1,561.92	\$11,080.00	\$1,769.73	\$2,803.00		
012101-513047	POLICE-UNSCHED OT-POP CALL SERV RED all three POP (Problem Oriented Policing), in total, were level funded plus the 2% contractual COLA increase. Accounts 513045 & 46 decreased and were offset by the increase in account 513047	\$24,338.75	\$11,080.00	\$8,474.29	\$22,426.00		
012101-513048	POLICE-UNSCH OT-METRO SPECIAL EVENT This account is for overtime associated with METRO requested special events such as parades, funerals, etc. Budgeted based on current year run rate annualized,	\$4,832.41	\$6,695.00	\$4,745.52	\$10,000.00		

Last Expenditure Update: 01/02/2019

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210 - POLICE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
	which would be \$11.5K without even considering salary and step increases. FY20 budgeted increase based on this.					
012101-514006	POLICE - LONGEVITY	\$14,700.00	\$15,375.00	\$15,375.00	\$16,500.00	
	calculated by person per contracts (union personnel) or town policy (civilians). Under these criteria 32 people qualify for this bonus.					
012101-514007	POLICE - SICK LEAVE INCENTIVE	\$20,342.84	\$26,202.00		\$26,865.00	
	Similar assumptions as FY19 budget - did not use the contractual 100% buyback per employee for calculation. FY20 budget assumes that 33% of personnel will utilize the buyback at 80% calculated at ave rate for supervisors/mangers. This amount is \$26,865.					
012101-514008	POLICE - OUT OF GRADE PAY	\$7,827.58	\$9,866.00	\$2,774.03	\$10,063.00	
	level funded plus 2% contractual COLA increase					
012101-519001	POLICE - TUITION REIMBURSEMENTS	\$13,735.17	\$72,000.00	\$6,795.78	\$75,700.00	
	Calculated per person, based on contract and those planning to attend classes in FY20. In total 11 people have notified us that they plan on taking courses.					
012101-519005	POLICE-SICK LEAVE BUYBACK AT RETIRE	\$10,230.58			\$38,115.00	
	there is \$16,927 budgeted for potential sick time buyback Lt Thompson and \$21,188 for Sgt Hopkins					
012101-519006	POLICE - STIPENDS	\$14,350.00	\$9,100.00	\$7,364.43	\$10,050.00	
	As per contract					
012101-519007	POLICE - CLEANING ALLOWANCE	\$32,150.00	\$35,550.00	\$33,000.00	\$34,700.00	
	As per contract. \$850 per person Police and \$700 per person non supervisory/Steel Workers Union contract					
012101-519008	POLICE - PHYSICAL FITNESS	\$17,000.00	\$40,000.00		\$39,000.00	
	As per contract at \$1K per person. excludes 1 person on IOD					
012101-519011	POLICE - VACATION BUYBACK AT RETIRE	\$2,437.61			\$22,748.00	
	there is \$12,259 budgeted for potential vaca time buyback Lt Thompson and \$10,489 for Sgt Hopkins					
PERSONAL SERVICES Total:		\$3,833,001.46	\$4,110,511.00	\$1,785,195.37	\$4,889,745.00	
012102-521001	POLICE - ELECTRICITY	\$29,763.72	\$38,850.00	\$13,393.25	\$30,010.00	
	budgeting 45 days in current facility: remainder of year will be in new Public Safety Facility so mid Aug thru June minimal cost to operate is budgeted based on review of past actual spending & conversations between DC and M Ahern and 2 years' worth of rate increases					
012102-521002	HEAT - EAST ST. PUBLIC SAFETY BLDG.				\$78,000.00	
	Estimate of gas/heat costs for new Public Safety Facility for both the Police and Fire Depts					
012102-521003	POLICE - HEAT	\$15,267.68	\$20,000.00	\$2,066.06	\$15,262.00	
	This account is for gas usage: budgeting 45 days in current facility: remainder of year will be in new Public Safety Facility so mid Aug thru June minimal cost to operate is budgeted based on review of past spending and conversations between DC and M Ahern and 2 years' worth of rate increases					
012102-521014	ELECTRICITY - EAST ST PUB SAFE BLDG				\$57,000.00	
	Estimate of electricity costs for new Public Safety Facility for both the Police and Fire Depts					

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210 - POLICE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
012102-523001	POLICE - SEWER/WATER CHARGES Budgeting for expenses associated with time occupying facility through mid August, including invoices for backflow. Note that Apr-July invoice is budgeted for payment in July, as in prior years: Mid Aug through June is budgeted at minimal cost to operate based on review of past spending & conversations between DC and M Ahern and 2 years' worth of rate increases	\$1,181.20	\$2,100.00	\$713.76	\$1,620.00	
012102-523006	SEWER-WATER CHGS - PUB SAFE BLDG Estimate of gas/heat costs for new Public Safety Facility for both Police and Fire Depts				\$5,000.00	
012102-524015	POLICE - REPAIRS & MAINT EQUIPMENT level funded	\$2,150.56	\$10,000.00	\$1,368.06	\$10,000.00	
012102-524017	POLICE - ANNUAL MAINT CONTRACTS All Traffic Solutions Traffic Suite sftwre support and updates for Traffic Speed Traylor & reporting \$1,500 BOLO Mobile LLC. annual mobile subscription crime sharing and distribution \$2000 based on actual cost CDW Gov IMC Licenses \$475 Cellebrite (formerly used Katana) for Detectives Forensics Phone App \$3,700 Clark the Locksmith annual sftwre support for readers \$450 based on actuals Cyber Communications/Robert Salvatore motorola radio system \$22,167 Crewsense/Callback Detail sftwre \$4,000 actual cost per user increased in FY19 vs amount in budget: total is based on # users at current rates Dreager Breathalyzer serv wrnty \$510 based on actual cost Eaton Corp Primary Backup UPS Radio System \$3,000 FOIA Direct (Freedom of Information Act) Budgeted in the MIS Budget GOAnimate/VYOND annual sftwre license \$649 based on actual Greater Boston Police Council BAPER membership and remote line and maint fee \$1,900 Integ.Ptrs CJIS Equip (VPN with Router) \$767 Law Enforcement Maintenance/Robert J O'Keefe calibrate Radar units \$1,700 25 units at \$50 each and 6 Lidar at \$75 each Misc Software Support \$2,500 Safran/MorphoTrust Finger Print Machine maint contract & licenses \$7,000 maint & License - increase vs FY19 due to purchase of second machine for new PSF Oxygen Forensics (formerly used Katana) For Detectives \$2,400 Patrol PC mobile computers \$0 still under initial purchase with 3 yr wrnty: MIS will need to budget in FY21 cycle Paraben Corp cell phone Digital Forensics \$750 Plymouth County Commisssioners annual membership for cooperative vechicle bids \$250 PMAM Certification and Accreditation software (SAAS sftwre) \$0 (3 yr license expires 6/2020) must be in FY21 budget: will be approx \$1750 SouthEast Regional Police Communications Assoc. annual fee Bristol County Radio Network \$800 Trans Cor for Sierra Modems \$500 Tri Tech sftwre support records management system (IMC Records licenses) & training \$21,000 Watchguard cruiser video equip and server \$0 maintenance contract budgeted in MIS WB Mason Professional Grade Keurig maintenance & rental \$120 formerly budgeted in acct # 527000: new building to include existing unit Go Daddy and WordPress \$335 Domain names	\$63,424.53	\$64,996.00	\$41,056.86	\$78,473.00	

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210 - POLICE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012102-527000	POLICE - RENTALS AND LEASES Wells Fargo/Northeast Copier new building 2 machines vs 1 : copier lease and maint plus \$25/ Qtr for overages on 1 machine storage will be returned before FY20	\$6,062.88	\$9,463.00	\$2,576.19	\$9,700.00	\$9,700.00	
012102-530008	POLICE - TRAINING SEMINARS level funded to FY19 budget which is slightly lower than the FY18 actual spending when you include the encumbered amounts	\$39,418.10	\$68,900.00	\$14,749.00	\$68,900.00		
012102-530011	POLICE - ADVERTISING \$1K level funded for new hires/recruitment, & events such as Halloween, open house, etc \$2K for social media, social media boosts, community engagement & community outreach/recruitment		\$1,000.00		\$3,000.00		
012102-530017	POLICE - SEALER WEIGHTS & MEASURES based on actual plus 5% price increase	\$5,000.00	\$5,000.00		\$5,250.00		
012102-534003	POLICE - TELEPHONE This account includes the Verizon charges for voice and data for phones and crUser modems: based on this year's actual bills plus \$40/mo for Sgts phones and rplcmnt phnes: assumes any new building phone lines will be in M Ahern Buildings budgets, as in the past.	\$38,363.88	\$43,498.00	\$17,505.48	\$50,538.00		
012102-534005	POLICE - PRINTING includes printing of monthly ID cards as they are renewed, materials for Training classes & RAD & 4L's classes offered to the community, "You have been in an accident" cards, other misc docs and forms, etc.	\$1,618.37	\$7,435.00	\$712.33	\$5,400.00		
012102-538004	POLICE - ANIMAL CONTROL EXPENSE level funded: Note that a majority of medical expenses are not shown here because they get paid for by Friends of The Mansfield Animal Shelter: We are asuming that they will continue to fund at the same rate. These expenses cover the running and maintenance of the Animal Shelter and the care of the animals themselves. Note that the town of Mansfield receives \$1000 per year from Foxborough for the use of our shelter for feed and care of some of their animals. This "revenue" goes into the town general fund and does not offset the expenses incurred here. Elect. \$5,000 Water and Sewer \$1,500 Heat/Oil/Propane Oil & Propane \$3,200 Food and Shelter and Vehicle supplies/repairs \$5,500 dog tags \$550 Vets, Euthanasia, Licenses Disposal, \$4,250	\$16,388.43	\$20,000.00	\$4,191.78	\$20,000.00		
012102-538010	POLICE - PRISONER LOCKUP PROGRAM Level Funding - as a reminder we bill back a portion of prisoner lockups to Xfinity Center but the revenue goes to the general fund instead of offsetting this expense: also includes prisoner meals	\$3,789.59	\$10,000.00	\$2,219.01	\$10,000.00		

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210 - POLICE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012102-542000	POLICE - OFFICE SUPPLIES Based on ave of FY18 actual and FY19 actuals YTD annualized : includes office supplies, and cost of toner and paper: FY18 toner was \$5.4K	\$10,105.05	\$6,500.00	\$3,166.82	\$8,800.00		
012102-545000	POLICE - CUSTODIAL/HOUSKPING SUPPL level funded: includes medical grade cavicide for disinfectant of Police/training Equipment and booking room surfaces and weekly used Police cell blanket cleaning and cleaning supplies	\$802.38	\$1,500.00	\$688.93	\$1,500.00		
012102-548000	POLICE - VEHICULAR SUPPLIES FY20 budgeted in Op Supplies account # 558000	\$49,385.06	\$19,369.00	\$8,662.90			
012102-548001	POLICE - MOTOR FUEL Budget moved to DPW in 2019	\$64,889.62					
012102-549000	POLICE - FOOD/FOOD SERVICE SUPPLIES Level funded for Paper goods for kitchen area and food for meetings with outside agencies. Plus \$500 for emerg ops and storm centers, etc. : Plus \$ for Keurig coffee maker purchased not leased, for admin/kitchenette area and set up of supplies for new building caf	\$1,145.60	\$1,000.00	\$34.93	\$2,250.00		
012102-558000	POLICE - OPERATING SUPPLIES In FY20 includes expenses from account 548000 Vehicular Supplies/repairs: Level funded Operating supplies then added: \$500 for Open House event: then for veh supl includes car washes (note cost increase of 13% \$7 to \$8) at increased rate, detailing, tolls, keys, locks, seat covers, cruiser radio & tablet parts and repairs, backup cameras, paint pens, etc, and increase for cruiser conversions and buildouts and emergency lighting	\$25,722.23	\$32,150.00	\$5,987.61	\$53,850.00		
012102-558003	POLICE - AMMUNITION includes ammo for All Training which is State Mandated For Certif. In-Service Training 8,250.00 Low-Light Training (longer period of time with more shooting than in service training) 11,550.00 Other Training (ie. school emerg) 7,585.00 New Recr./replacements 2,250.00 Less Lethal Launcher Supplies to be replaced every 3 years - plus related annual training rounds \$0 protective padding for use in firearms simulation and defensive tactics training 3,000.00 2 optic systems for rifles 2,078.00 Targets, Cleaning Supplies , etc., 1,000.00 cost of ammo to bring reserves up to same level of training as regular officers, per certification process 3,495.00 other equipment and misc ammo 442.00 Simunition Projectiles & Protective Gear (ie face masks, throat & groin protectors) 2,850.00	\$43,023.80	\$40,400.00	\$10,006.85	\$42,500.00		
012102-558006	POLICE - UNIFORM/PROTECTIVE GEAR Per contract by person plus vest replacement per required 5 year replacement cycle: there is a slight decrease in protective vests replacements FY20 vs 19, but FY21 will have an increase per maintenance/replacement schedule by vest	\$55,446.92	\$62,100.00	\$30,826.85	\$61,370.00		
012102-558012	POLICE - BOOKS/REFERENCES level funded: includes items such as annual fees for online data servies, various MA Criminal Law Books, pocket guides to MA evidence, etc.	\$2,253.05	\$5,500.00	\$1,400.00	\$5,500.00		

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210 - POLICE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012102-572000	POLICE - OUT OF STATE TRAVEL Includes out of state travel for RAD training, Alabama Mobile Field Force Training for Sgts by FEMA for Center for Domestic Preparedness, FBINAA mtgs for Chief, IACP conf for Chief and DC, POP Conferences and other travel exp related to misc training seminars and conferences.	\$7,072.75	\$12,800.00	\$4,624.10	\$13,390.00		
012102-573100	POLICE - PROF DEVELOPMENT Various memberships, of which many include access to online training, RAD instructor license fees and \$10K for Senior Mngt Institute for Upper Command Staff : based on actuals - increase is due to combo of addl members and price increases in things such as PERF, MCOFA, NTOA, RAD, MA Assoc of Women in Law enforcement	\$15,564.46	\$32,205.00	\$9,455.29	\$36,355.00		
EXPENSES Total:		\$497,839.86	\$514,766.00	\$175,406.06	\$673,668.00		
012105-585000	POLICE - NON-VEHCLR EQPMNT Tasers - FY20 14 units out of warranty \$36,000. RAD Suit and related RAD accessories \$2,000 emergent Less Lethal Technology \$15,000	\$100,787.98			\$53,000.00		
012105-585001	POLICE - VEHICLS /VEHCLR EQUIP Lease Payment - Year 3 on 3 Dodge Chargers \$46,343.27 Lease Payment - Year 2 of 3 for FY19 lease of 5 vehicles \$70,662.97 replace 3 Chevy Tahoes - M13, M10 & M8 \$165,000 replace C1 or D1 Chevy Tahoe \$55,000 rounding \$0.76	\$82,079.40	\$114,344.00	\$114,344.00	\$337,007.00		
CAPITAL OUTLAY Total:		\$182,867.38	\$114,344.00	\$114,344.00	\$390,007.00		
012109-580132	CRUISER TABLETS & MOUNTS A#13 5/17	\$129,999.00					
012109-580156	TRAINING RANGE IMPROVES A#9 5/18		\$40,000.00				
012109-580157	TAHOE AWD VEHICLE A#9 5/18		\$55,000.00	\$55,000.00			
012109-580158	15 TASERS A#9 5/18		\$23,000.00	\$23,000.00			
012109-580159	FORENSIC SOFTWARE A#9 5/18		\$25,000.00				
012109-580160	TOWN RADIO SYSTEM UPGRADE A#9 5/18		\$60,000.00				
ARTICLES Total:		\$129,999.00	\$203,000.00	\$78,000.00			
POLICE Total:		\$4,643,707.70	\$4,942,621.00	\$2,152,945.43	\$5,953,420.00		

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211 - POLICE - ENCUMBRANCES							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012112-530008	POLICE- TRAINING SEMINARS		\$35,494.86				
012112-538004	POLICE - ANIMAL CONTROL	\$4,479.00					
012112-548000	POLICE - VEHICULAR SUPPLIES	\$5.70					
012112-558003	POLICE - AMMUNITION	\$2,120.40					
EXPENSES Total:		\$6,605.10	\$35,494.86				
012115-585000	POLICE - NON-VEHICULAR EQUIPMENT		\$15,009.35	\$11,009.35			
CAPITAL OUTLAY Total:			\$15,009.35	\$11,009.35			
POLICE - ENCUMBRANCES Total:		\$6,605.10	\$50,504.21	\$11,009.35			

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220 - FIRE										
Account Number	Account Description	FY2018 Exp				FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012201-511001	FIRE - MANAGEMENT SALARIES	\$233,752.43				\$238,370.00	\$108,293.68	\$247,048.00		
	EMPLOYEE "JOB TITLE" "HrsWorked" WKS	1st Rate	"FY2020Salary"	"53rd wkrate"	FY20 Salary					
	511001 Management									
	Boldrighini, Neal Fire Chief	40	52.00	\$2,565.03	\$133,381.50	\$1,462.07	\$134,843.56			
	Puleo, Jim DFC	40	52.00	\$2,134.39	\$110,988.19	\$1,216.60	\$112,204.79			
						Total:	\$ 247,048.35			
012201-511002	FIRE - SUPERVISORY SALARIES	\$844,291.88				\$950,874.00	\$448,744.52	\$1,028,693.00		
	511002 Supervisory									
	Employee Job title Rank	hrs worked	Wks worked	1st rate	FY20 Salary	53rd wk rate	FY20 Salary			
	Burgess Firefighter Captain	42	52.00	\$1,856.31	\$96,528.32	\$1,058.10	\$97,586.42			
	Desrosiers Firefighter Staff Cpt	42	52.00	\$1,895.35	\$98,558.43	\$1,080.35	\$99,638.78			
	Fontes Firefighter Staff Cpt	42	52.00	\$1,895.35	\$98,558.43	\$1,080.35	\$99,638.78			
	Goyette Firefighter Staff Cpt	42	52.00	\$1,895.35	\$98,558.43	\$1,080.35	\$99,638.78			
	Kelley Firefighter Lt.	42	52.00	\$1,614.19	\$83,937.67	\$920.09	\$84,857.75			
	McNamara Firefighter Lt t	42	52.00	\$1,614.19	\$83,937.67	\$920.09	\$84,857.75			
	Merritt Firefighter Captain	42	52.00	\$1,856.31	\$96,528.32	\$1,058.10	\$97,586.42			
	Robbins Firefighter Lt	42	52.00	\$1,614.19	\$83,937.67	\$920.09	\$84,857.75			
	Tebeau Firefighter Cpt	42	52.00	\$1,856.31	\$96,528.32	\$1,058.10	\$97,586.42			
	Terry Firefighter Cpt	42	52.00	\$1,856.31	\$96,528.32	\$1,058.10	\$97,586.42			
	Thomas, K. Firefighter Lt	42	52.00	\$1,614.19	\$83,937.67	\$920.09	\$84,857.75			
	Total Supervisory						\$1,017,539.22	\$11,153.80	\$1,028,693.02	
012201-511004	FIRE - SECRETARIAL/CLERICAL	\$60,672.34				\$61,881.00	\$27,976.62	\$63,360.00		
	511004 Secretarial									
	Employee Job title rank/step	hrs worked	wks worked	1st rate	fy20 salary	Accrual FY20 SALARY				
	Backlund, W Secretary	Grade A Step A37.5	37.5	52.00	\$1,221.08	\$63,492.56	\$488.40	\$63,980.97		
	Total Secretarial						\$63,492.56	\$488.40	\$63,980.97	
012201-511007	FIRE - FIRE SERVICE	\$1,427,424.22				\$1,898,552.00	\$758,642.92	\$2,039,147.00		
	511007 Fire Services									
	EMPLOYEE "JOB TITLE" Rank/Step	"HrsWrkd" WKS	1st Rate	"FY2020Salary"	"53rd wkrate"	FY20 Salary				

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220 - FIRE					FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description									
	Ballard	Firefighter	P Step 3	42	41.00	\$1,261.00	\$51,700.80		\$51,700.80	
			P Step 4		11.00	\$1,385.92	\$15,245.07	\$791.95	\$16,037.03	
	Bertram	Firefighter	P Step 3	42	30.00	\$1,261.00	\$37,829.85		\$37,829.85	
			P Step 4		22.00	\$1,385.92	\$30,490.15	\$791.95	\$31,282.10	
	Blanchette	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	Bourget	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	Copithorne	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	Dufort	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	Ezersky	Firefighter	P Step 3	42	22.00	\$1,261.00	\$27,741.89		\$27,741.89	
			P Step 4		32.00	\$1,385.92	\$44,349.31	\$791.95	\$45,141.26	
	Fontaine, J.	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	Gilrein	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	Hodson	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	Holske	Firefighter	B Step 5	42	52.00	\$1,399.86	\$72,792.62	\$797.92	\$73,590.54	
	Jackman	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	MacDonald	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	McLaughlin	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	Munroe	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	O'Connell	Firefighter	P Step 2	42	18.00	\$1,199.68	\$21,594.32		\$21,594.32	
			P Step 3		34.00	\$1,261.00	\$42,873.83	\$720.57	\$43,594.40	
	Peri	Firefighter	B Step 5	42	52.00	\$1,399.86	\$72,792.62	\$797.92	\$73,590.54	
	Perry	Firefighter	P Step 4	42	25.00	\$1,385.92	\$34,647.90		\$34,647.90	
			P Step 5		27.00	\$1,454.22	\$39,263.98	\$830.98	\$40,094.97	
	Pyrcz	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	
	Reagan	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91	\$76,448.43	

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220 - FIRE										
Account Number	Account Description				FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	Santucci	Firefighter	B Step 5	42	52.00	\$1,399.86	\$72,792.62	\$797.92		\$73,590.54
	Sliney	Firefighter	P Step 5	42	52.00	\$1,454.22	\$75,619.52	\$828.91		\$76,448.43
	Smith	Firefighter	P Step 3	42	41.00	\$1,261.00	\$51,700.80			\$51,700.80
			P Step 4		11.00	\$1,385.92	\$15,245.07	\$791.95		\$16,037.03
	Thomas, G. Firefighter		P Step 3	42	22.00	\$1,261.00	\$27,741.89			\$27,741.89
			P Step 4		32.00	\$1,385.92	\$44,349.31	\$791.95		\$45,141.26
	FTE 4 Grant Hires FFSr		P Step2	42	30.00	\$1,199.68	\$143,962.15			\$143,962.15
			P Step 3		22.00	\$1,261.00	\$110,967.57	\$2,882.27		\$113,849.84
	Total Fire Services						\$2,016,755.09	\$22,392.03		\$2,039,147.12

The Award of the SAFER GRANT will offset the fire budget by \$325,476. The majority of this will come from the Fire Service line but will affect many other line items in fire and EMS operating expenses as well.

012201-513001	FIRE - SCHEDULED OT									
		\$296,270.03	\$352,477.00	\$130,662.86	\$281,890.00					

FY20 SCHEDULED OVERTIME (VACATIONS)

6625 hours x \$55 p/hr							
	\$346500						(man for man coverage)
additional for chief retirement		\$15390.17					
total		\$361890.17					

Reduction of \$80,000 due to addition of 9th man per shift (allowing one man off without need to fill).

(\$361,890.17 - \$80,000) \$281890.17

012201-513002	FIRE - SCHEDULED OT-TRAINING									
	FY20 TRAINING	\$8,451.68	\$20,290.00	\$621.56	\$22,931.00					

training plus 20 hours for fp (contractual fy20
380 hrs X 55 (avg OT rate for line) = \$20900

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220 - FIRE								
Account Number	Account Description		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	30 hrs X 67.69 (OT rate for staff)	=	\$2030.7					
	total		\$22930.7					
012201-513006	FIRE - HOLIDAY PAY fy20 HOLIDAY PAY		\$146,413.06	\$161,872.00	\$72,164.88	\$180,590.00		
	This line itme covers holiday pay to all members in Fire Department (11 Holidays) \$180590.15							
012201-513030	FIRE - UNSCHEDULED OT fy 20 SICK LEAVE		\$80,991.47	\$63,213.00	\$46,416.98	\$62,700.00		
	Estimating on average 1140 hours for sick leave coverage							
	1140 hours x \$55 p/hr (avg. ot rate) = \$62700							
012201-513034	FIRE - UNSCHEDLD OT-PERSNL LEAV fy20 PERSONAL LEAVE		\$143,904.07	\$161,027.00	\$67,442.74	\$139,720.00		
	2904 hours x \$55 p/hr (avg. ot rate) = \$159,720 (man for man coverage)							
	Reduction of \$20,000 due to addition of 9th man per shift allowing shift to run down one without replacement							
	\$159720 - \$20,000 = 139,720							
012201-513035	FIRE - UNSCHEDLD OT-INJURY LV COV FY20 INJURY LEAVE		\$27,128.64	\$36,043.00	\$12,285.07	\$35,750.00		
	estimated 650 hours for injury leave							
	650 hours X \$55 p/hr (avg. ot rate) = \$35750							
012201-513036	FIRE - UNSCHEDLD OT-FIRE CALL COV FY20 FIRE CALL COVERAGE		\$56,860.80	\$75,856.00	\$28,656.28	\$75,240.00		
	PROVIDES FOR OVERTIME FOR OFF DUTY RESPONSES.							
	estimated 1368 hours needed							
	1368 hours X \$55 p/hr (avg. ot rate) = \$75240							

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220 - FIRE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012201-513038	FIRE - UNSCHEDULED OT-GENERAL FY20 GENERAL OVERTIME Provides coverage for required training, deliver and pick up 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 Dept. and DPW personnel to support OSHA safety requirements and prepare for emergencies. SAFE (student awareness of fire education) funds continue to lack at the state level. This line allows added personnel during events requiring increased staff levels. estimated 1476 hrs needed 1398 hours X \$55 p/hr = \$76890	\$66,876.45	\$76,845.00	\$10,387.44	\$76,890.00		
012201-514006	FIRE - LONGEVITY FY20 LONGEVITY Covers longevity payments as afforded by the contract. Longevity payments are made on or before June 30th of each year. 30 years 2 members at \$1000 Puleo,Peri \$2000 25 years 7 members at \$900 Boldrighini,Merritt,Robbins,Burgess,Backlund,Jackman,Fontes \$6300 20 years 2 members at \$550 Holske,Terry \$1100 15 years 9 members at \$500 Goyette,Tebeau,Santucci,Munroe,Desrosiers,Kelley,Thomas,K,Copithorne,Hodson,Copithorne,Hodson,Thomas \$4500 10 years 5 members at \$450 Blanchette, McNamara,Sliney,j.Fontaine,Gilrein \$2250	\$20,400.00	\$17,825.00	\$1,550.00	\$18,550.00		

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220 - FIRE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	5 years 6 members at \$400 Bourget,Mclaughlin,Pyrcz,Reagan,McDonald,Dufort,		\$2400				
		TOTAL		\$18550			
012201-514007	FIRE - SICK LEAVE INCENTIVE FYSO SICK LEAVE BUY BACK	\$29,335.87	\$60,345.00		\$74,493.00		
	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.						
	fy 20 with all full buy back eligibility would cost \$74492.18						
012201-514008	FIRE - OUT OF GRADE PAY FY20 OUT OF GRADE PAY	\$16,968.23	\$20,000.00	\$6,156.08	\$25,000.00		
	Line is to pay contractual obligation for out of grade pay at all levels: includes acting Fire Chief, Captains, Lieutenants and Field Training Officers						
012201-519001	FIRE - TUITION REIMBURSEMENT FY20 TUITION REIMBURSEMENT	\$4,320.00	\$25,193.00	\$2,314.00	\$62,400.00		
	This line item is used for tuition reimbursements. in accordance with contract each Firefighter can take four courses per year at \$1000 per course. Intention have been given by 22 member to take 88 classes. The department now has many newer employees more likely to take classes. Requested amount is less than amount actual intentions and is based on past history, degree being pursued and cost of classes. Total Request is \$62,400						
012201-519002	FIRE - CAREER INCENTIVE FY20 CAREER INCENTIVE	\$100,250.00	\$109,500.00		\$118,000.00		
	Career incentive is a contractual item.						

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220 - FIRE			FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted	
Account Number	Account Description								
	5111	Boldrighini	\$5,250	bclr					
		Puleo	\$5,250	bclr					
	5117	Fontes	\$7,250	mstr 2016					
		Peri	\$7,250	mstrs					
		Holske	\$5,250	bclr					
		Jackman	\$3,250	assoc. 2015					
		Merritt	\$5,250	assoc. 2016	expect bclr fy20				
		j.Fontaine	\$5,250	bclr. 2016					
		Thomas,K	\$7,250	mstrs.					
		Copithorne	\$3,250	assoc.					
		Macdonald	\$5,250	bcklr fy19					
		Sliney	\$5,250	assoc. Expected to finish bclr in fy18					
		Dufort	\$5,250	assoc. Expected to finish bclr in fy19					
		Tebeau	\$3250	assoc.					
		Terry	\$3,250	assoc.					
		Goyette	\$3,250	assoc. 2015					
		McNamara	\$5,250	assoc. 2016 but expected to finish bclr in fy18					
		Santucci	\$5,250	bchlr 2015					
		McLaughlin	\$7,250	mstrs 2016					
		Devine	\$3,250	not finished					
		Kelley	\$7,250	mstr					
		Thomas,G	\$3,250	assoc.					
		Ballard	\$3,250	assoc.					
		Backlund	\$3,250	assoc.					
		Total	\$118,000						
012201-519005	FIRE - SICK LEAVE BUY BACK						\$42,068.00		
	this also includes 2 retiring member's 20% buyback.								
	Payouts for 2 retirements (20% of sick days accumulated up to 170 days)								
	36307.97	Chief							
	5759.42	Peri							
	42067.39	total							
012201-519006	FIRE - STIPENDS						\$53,471.14	\$58,500.00	\$37,200.00
	FY20 STIPENDS						\$64,500.00		

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220 - FIRE						
Account Number	Account Description		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested

Mechanical Coordinator	1 @	1000
Fire Alarm Coordinator	1 @	750
Technical Rescue Coordinator	1 @	750
Hazardous Material Coordinator	1 @	3000
SCBA Coordinator (Air Packs)	1 @	750
SAFE Program Coordinator	1 @	750
Certified MFA Line Officer	9 at \$750	6750
Certified MFA Fire Inspector	2 at \$750	1500
Certified Fire Apparatus Maint	1 @	750
total		\$16,000

5 members eligible for one time confined space training stipend
5 X \$300 = 1500

includes new physical fitness test stipend for all FD employees estimated at \$41000
members must pass standard test to be eligilbe for \$1000 per member

Chief stipend for work related to Xfinity Center \$5000
chief stipend for work related to MEMA \$1000

012201-519007	FIRE - CLEANING ALLOWANCE	\$21,660.82	\$23,400.00	\$21,800.00	\$24,600.00
	FY20 CLEANING ALLOWANCE / HAZARDOUS DUTY PAY				

Contractual allownace of \$600 per member annually

\$600 x 41 = \$24600

PERSONAL SERVICES Total:	\$3,639,443.13	\$4,412,063.00	\$1,781,315.63	\$4,683,570.00
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012202-521001	FIRE - ELECTRICITY	\$15,013.61	\$18,898.00	\$8,137.64	\$8,776.00
	FY 20 ELECTRICITY				

covers cost of electricity at both stations

average estimate shows \$18898

This line will be affected by the new stations.

The cost for heat at North Main street will be eliminated except for 45 days of new fiscal year.
\$19.45 per day X 45 days = \$875.31

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220 - FIRE		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
		Plymouth Street will remain as cost.= \$7900					
		Total cost will be \$8775.31					
012202-521003	FIRE - HEAT FY20 HEAT covers heat at both stations. average estimate is 16000 This line will be affected by the new station. Cost of North Main Street is eliminated except for 45 days in FY20 \$16.28 per day X 45 days = \$228 Cost of Plymouth Street remains at Total Cost	\$14,078.54	\$16,000.00	\$3,127.04	\$7,949.00		
012202-523001	FIRE - SEWER/WATER CHARGES FY20 SEWER / WATER covers cost of sewer and water at both stations both stations on town sewer average estimated cost \$4000 This line will be affected by the new station. Cost of North Main Street is eliminated except for 45 days of FY20 \$4.71 per day X 45 days = Cost of Plymouth Street remains \	\$2,206.59	\$4,000.00	\$574.69	\$812.00		
				\$211.95			
				\$600			
	Total cost			\$811.95			
012202-524001	FIRE - REPAIR & MAINT BLDG/GRNDS FY20 REPAIRS TO BUILDINGS AND GROUNDS Some repairs are not covered by Bldgs and		\$2,119.00		\$2,119.00		

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220 - FIRE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	Special Projects. Repairs are made to "maintain existing" only.						
	AVERAGE ESTIMATE IS 2119						
012202-524003	FIRE - REPAIR & MAINT EQPMNT	\$64,127.19	\$5,000.00	\$2,933.52	\$5,000.00		
	THIS LINE ITME COVERS REPAIRS AND MAINTENANCE TO FIRE VEHICLE AND OTHER RELATED EQUIPMENT THAT IS NOT REPAIRED BY TOWN MECHANICS						
	AVERAGE ESTIMATE IS \$5000						
012202-524017	FIRE - ANNUAL MAINT CONTRACTS	\$19,908.86	\$22,045.00	\$13,455.16	\$20,830.00		
	FY20 MAINTENANCE CONTRACTS						
	This line item covers the maintenance contracts for the UHF Radio System and Public Safety items as it relates to the Fire Department.						
	UHF Radio System	\$11000					
	Computer Software (red alert)	SEE SOFTWARE LIC.					
	Crewsense (scheduling software)	SEE SOFTWARE LIC.					
	Breathing Air Testing	\$1530					
	IKON copier NMS	\$0					
	IKON copier PSS (lease)	\$3300					
	Independent compressor	\$2000					
	Air cleaning specialist (plymovent)	\$3000					
	TOTAL	\$20830					
012202-529005	FIRE - SOFTWARE LICENSES			\$377.64	\$6,087.00		
	FY20 Software Maintenance agreements						
	Computer Software (red alert is main data and report system)	\$3721					
	Crewsense (scheduling software)	\$2366					
	TOTAL	\$6087					
012202-530008	FIRE - TRAINING SEMINARS		\$3,000.00	\$2,590.00	\$3,000.00		
	FY 20 TRAINING SEMINARS						
	Covers the cost of training seminars						

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220 - FIRE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
012202-534001	FIRE - TELEPHONE FY20 TELEPHONE	\$3,391.96	\$5,000.00	\$2,139.45	\$5,000.00	
	Covers all telephone, fax and modem lines.					
	Verizon ring down (dispatch) \$0					
	Verizon (radio lines) \$0					
	Verizon (business lines) \$0					
	Verizon cell phone \$5000					
	All phones except cell and hot spots transferred to DPW					
012202-538009	FIRE - SPECIALIZED SRVCS FY SPECIAL SERVICES	\$1,146.65	\$1,000.00	\$453.19	\$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 repair, legal updates, specialized testing,					
	ESTIMATED COST \$1000					
012202-542000	FIRE - OFFICE SUPPLIES FY20 OFFICE SUPPLIES	\$1,927.10	\$2,000.00	\$788.72	\$2,000.00	
	covers cost of office supplies estimated to \$2000					
012202-545000	FIRE - CSTDL/HOUSEKPKING SUPPL FY20 CUSTODIAL SUPPLIES	\$340.67	\$500.00		\$500.00	
	covers general office supplies estimated cost is \$2000					

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220 - FIRE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012202-548000	FIRE - VEHICULAR SUPPLIES FY20 VEHICULAR SUPPLIES	\$11,590.94	\$2,000.00	\$227.39	\$3,500.00		
	Covers the purchase of parts and supplies related to vehicles not covered by town mechanical department						
	estimated to be \$3500						
012202-548001	FIRE - MOTOR FUEL FY 20 FUEL	\$19,400.40					
	ALL FUEL NOW UNDER DPW MECHANICAL DIVISION / FUEL LINE						
012202-549000	FIRE - FOOD & FOOD SERVICE SUPPLIES	\$68.25					
012202-558000	FIRE - SUPPLIES AND MATERIALS FY20 SUPPLIES AND MATERIALS	\$1,583.20	\$5,175.00	\$1,025.95	\$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, odds and ends not covered by other budgets						
	ESTIMATED TO BE \$5175						
012202-558006	FIRE - UNFRM/PRTCTVE GEAR FY20 UNIFORMS	\$52,514.22	\$61,300.00	\$21,868.67	\$61,300.00		
	This line item covers the purchase of station uniforms and protective clothing by contract.						
	Protective clothing replacement due to wear or incident can happen at any time throughout year. conservative need or potential to replace 4-5 sets . Set of gear running approx. \$2000 and good for 5-7 years. Approx. annual cost \$8000 to \$10000						
	Used to outfit new personnel with all station work uniforms, badges, dress uniforms, boots, etc. (\$1500 p/p) estimated \$1500						
	contractual increase to \$950 per member (41) \$38950						
	misc items \$2000 related to gear (gloves, fire resistant hoods, suspenders, boots, helmets, badges, etc...						

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220 - FIRE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
	Requesting a total of \$ 61300					
012202-573100	FIRE - PROF DEVELOPMENT	\$3,129.90	\$5,200.00	\$4,407.00	\$5,200.00	
	FY20 PROFESSIONAL DEVELOPMENT					
	Covers dues and expenses for professional affiliations code updates, memberships, etc.					
	Bristol County Fire Wardens	\$5				
	MA Coalition of Juvenile Firesetters \$25	rs \$25				
	Fire Prevention Assoc. of MA (2 at \$35)	\$70				
	Fire Prevention Meetings (2 X 12 at \$20)	\$240				
	SE Mass Hazmat steering committee	\$100				
	International Municipal Signal Assoc.	\$60				
	Bristol North EMS	\$25				
	Plymouth County Cooperative bid	\$300				
	NFPA dues	\$150				
	NFPA code updates	\$1,300				
	Bristol Conty CMED (amb. To hosp. radio	\$1,000				
	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				
	Tri County radio system	\$300				
	Fire Chiefs of Massachusetts	\$500				
	Annual assessment Bristol County CMED	\$100				
	total	\$5,200				
012202-578008	FIRE - STAFF RECRUITMENT & DEVELOP	\$3,497.14	\$3,825.00	\$627.05	\$18,385.00	
	FY20 STAFF RECRUITMENT AND DEVELOPMENT					
	Used to pay fees associated with hiring, MFA fees and costs, entry medical exams, etc.. \$3385.					
	one time request for Assessment center exam for Chief and Deputy Chief positions \$15000					
	Total request			\$18,385		
EXPENSES Total:		\$213,925.22	\$157,062.00	\$62,733.11	\$156,633.00	

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220 - FIRE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
012205-548000	FIRE - IMPROVEMENTS FY20 IMPROVEMENT		\$1,530.00		\$1,530.00	
	Covers 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.					
	ESTIMATED TO BE 1530					
012205-585001	FIRE - VEHICULAR EQUIPMENT FY20 VEHICULAR EQUIPMENT					
	This line is now under DPW mechanical division					
012205-585010	FIRE - OFFICE EQUIPMENT FY20 OFFICE EQUIPMENT	\$1,554.94	\$4,880.00	\$188.82	\$4,880.00	
	Replacement of printers, telephones, shelving, accessories					
	leased ikon copier that networks entire department					
	estimated cost is \$4880					
012205-585012	FIRE - NON-VEHICULAR EQUIPMENT FY20 NON-VEHICULAR EQUIPMENT	\$19,469.00			\$36,950.00	
	Covers replacement hose, nozzles and firefighting supplies					
	Hose/Nozzles/Etc.	\$5,000				
	Replacement Gear	\$9,000				
	Firefighting Supplies	\$10,950				
	Hazmat supplies	\$2,000				
	SUBTOTAL		\$26,950			
	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.	\$10,000				
	TOTAL		\$36950			

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220 - FIRE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
CAPITAL OUTLAY Total:		\$21,023.94	\$6,410.00	\$188.82	\$43,360.00	
012208-511001	FIRE - MANAGEMENT SALARIES		\$2,280.51	\$2,280.51		
PRIOR YEAR BILLS Total:			\$2,280.51	\$2,280.51		
012209-580161	NON-VEHICULAR EQUIPMENT A#9 5/18		\$36,950.00	\$13,884.31		
012209-580185	FIRE ENGINE A#6 11/18		\$330,000.00			
ARTICLES Total:			\$366,950.00	\$13,884.31		
FIRE Total:		\$3,874,392.29	\$4,944,765.51	\$1,860,402.38	\$4,883,563.00	

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230 - EMERGENCY MEDICAL SVRCS			FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description							
	FF Bourget	5p	5900					
	FF Thomas	5p	5900					
	FF Copithorne	5p	5900					
	FF Devine,J	5p	5900					
	FF Reagan	2p	5900					
	FF Blanchette	5p	5900					
	FF Fontaine, J	5p	5900					
	FF Fontes	5B	5000					
	FF Robbins	5b	5000					
	FF Peri	5b	5000					
	FF Holske	5b	5000					
	FF Pycrz	4p	5900					
	FF Hodson	5p	5900					
	FF Terry	5b	5000					
	FF Santucci	5b	5000					
	FF McLaughlin	5p	5900					
	FF McNamara	5b	5000					
	FF McDonald	5p	5900					
	FF Perry	2p	5900					
	FF Thomas	2p	5900					
	FF Ezersky	2p	5900					
	FF Bertram	2p	5900					
	FF Ballard	2p	5900					
	FF Smith	2p	5900					
	FF Oconnell	2p	5900					
	FF/SAFER	2p	5900					
	FF/SAFER	2p	5900					
	FF/SAFER	2p	5900					
	FF/SAFER	2p	5900					
	Additional Stipends							
	EMS Coordinator		0					
	EMS Coordinator		0					
	FTO/QAQI mentors	4x1500	6000					
	Subtotal		248900					

PERSONAL SERVICES Total:			\$485,969.18	\$256,336.00	\$209,177.17	\$294,683.00		
012302-524008	EMER MED SRVC - REPR & MAINT EQPMNT		\$5,871.22	\$1,500.00		\$4,500.00		
	FY20 Repair to Equipment							

this line covers the cost of maintenance and repairs to all EMS related equipment not covered by mechanics division at dpw

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230 - EMERGENCY MEDICAL SVRCS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012302-524017	EMER MED SRVC - ANNL MAINT CNTRCTS FY20 MAINTENANCE CONTRACTS	\$14,218.75	\$7,000.00	\$3,605.00	\$10,700.00		
	Annual maint agreement ZOLL defibrillators maintenance plan enacted	\$6200					
	Annual software support EMS training program	\$1700					
	Preventative maintenance ambulance stretchers	\$2800					
	Total	\$10700					
012302-530012	EMER MED SRVC - DATA PROCESSING FY20 DATA PROCESSING	\$39,835.68	\$50,000.00	\$21,929.97	\$50,000.00		
	Covers the ambulance billing company						
	4% OF COLLECTION FEE						
	estimating between 1.2 million to 1.3 million in revenue for FY20						
012302-534001	EMER MED SRVC - TELEPHONE FY20 TELEPHONE	\$3,738.61	\$3,200.00	\$1,479.65	\$3,200.00		
	Covers cell phone and data plans for ambulances. phones in ambulances are mandated by OEMS and are used to transmit data from cardiac monitor to E.R.						
012302-548000	EMER MED SRVC - VEHICULAR SUPPLIES FY20 VEHICULAR SUPPLIES	\$3,524.96	\$2,600.00		\$3,600.00		
	covers misc. items not under vehicle repair maintenance division in dpw						
012302-548001	EMER MED SRVC - MOTOR FUEL FY20 MOTOR FUEL	\$13,816.41					
	this line item has been moved to DPW mechanical division, motor fuel						
012302-558011	EMER MED SRVC - OPERATING SUPPLIES FY20 OPERATING SUPPLIES	\$33,713.28	\$38,000.00	\$10,050.46	\$45,000.00		
	cost estimated to be \$45000 due to rising costs of medical supplies.						

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230 - EMERGENCY MEDICAL SVRCS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012302-558012	EMER MED SRVC - BOOKS/REFERENCES FY20 BOOKS covers drug log books and protocols for ambulance mandated by OEMS	\$432.72	\$800.00	\$523.97	\$800.00		
012302-573101	EMER MED SRVC - LICENSES FY20 LICENSES This line covers the cost of Medical Director, drug and ambulance licences requesting \$14000	\$11,799.96	\$12,000.00	\$4,999.98	\$14,000.00		
EXPENSES Total:		\$126,951.59	\$115,100.00	\$42,589.03	\$131,800.00		
012305-585003	EMER MED SRVC - NON-VEHCLR EQPMNT FY20 NON-VEHICLULAR EQUIPMENT Covers the cost of various capital items related to EMS requesting \$4500	\$2,489.74	\$2,587.00	\$2,067.57	\$4,500.00		
CAPITAL OUTLAY Total:		\$2,489.74	\$2,587.00	\$2,067.57	\$4,500.00		
012309-580192	AMBULANCE RESCUE 33 A#6 11/18		\$100,000.00				
ARTICLES Total:			\$100,000.00				
EMERGENCY MEDICAL SVRCS Total:		\$615,410.51	\$474,023.00	\$253,833.77	\$430,983.00		

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240 - DISPATCHERS						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
012401-511006	DISPATCHERS - CTRL DISPATCH SRVC	\$452,267.13	\$587,875.00	\$206,533.97		
012401-513001	DISPATCHERS - SCHEDULED OT	\$139,819.58	\$137,939.00	\$101,918.40		
012401-513002	DISPATCHERS - SCHEDULED OT-TRAINING	\$25,335.78	\$29,070.00	\$27,310.77		
012401-513039	DISPATCHERS - TRAINING PAY	\$803.82	\$8,372.00			
012401-514002	DISPATCHERS - HOLIDAY PAY	\$1,693.65	\$4,857.00	\$1,801.06		
012401-514006	DISPATCHERS - LONGEVITY	\$3,225.00	\$6,250.00	\$2,425.00		
012401-514007	DISPATCHERS - SICK LEAVE INCENTIVE	\$1,120.37	\$3,939.00			
012401-519007	DISPATCHERS - CLEANING ALLOWANCE	\$7,180.00	\$5,850.00	\$6,300.00		
PERSONAL SERVICES Total:		\$631,445.33	\$784,152.00	\$346,289.20		
012402-524006	DISPATCHERS - REPAIR & MAINT EQUIP		\$3,400.00			
012402-530014	DISPATCHERS - 911 TRAINING SEMINARS	\$627.00	\$4,770.00	\$1,108.00		
012402-534001	DISPATCHERS - TELEPHONE		\$600.00			
012402-558006	DISPATCHERS - UNIFRM/PRTCTIVE GEAR	\$6,029.82	\$10,651.00	\$2,773.58		
012402-558011	DISPATCHERS - OPERATING SUPPLIES	\$3,549.53	\$5,400.00	\$658.27		
012402-558012	DISPATCHERS - BOOKS/REFERENCES		\$800.00			
012402-573100	DISPATCHERS - PROF DEVELOPMENT	\$3,442.60	\$4,000.00	\$2,030.00		
012402-578025	DISPATCHERS-SEMRECC OTHER EXPENSES	\$2,250.00	\$51,000.00	\$51,000.00	\$550,000.00	
<p>In FY20, the Town Emergency Dispatch duties will be taken over by the Southeastern Mass. Regional Emergency Communications Center (SEMRECC). SEMRECC is a regional dispatch center formed by the Towns of Mansfield, Easton, Foxborough, and Norton to better serve the emergency communications of the four towns at a lower cost. In FY20, SEMRECC will be sending an assessment to Mansfield for their share of the costs of the regional center. This budget is to pay that SEMRECC assessment for FY20.</p>						
EXPENSES Total:		\$15,898.95	\$80,621.00	\$57,569.85	\$550,000.00	
012405-585002	DISPATCHERS - NON-VEHCLR EQPMNT	\$3,000.00	\$3,000.00	\$1,575.00		
CAPITAL OUTLAY Total:		\$3,000.00	\$3,000.00	\$1,575.00		
DISPATCHERS Total:		\$650,344.28	\$867,773.00	\$405,434.05	\$550,000.00	

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251 - REGULATORY & INSPECTIONS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012511-511001	REG & INSPECT - MANAGEMENT SALARIES STEP YEAR FY20 J6 PLUS 2 DAYS	\$90,873.61	\$92,875.00	\$42,588.65	\$99,513.00		
012511-511003	REG & INSPECT - TECHNICAL SUPPORT STEP YEAR FY20 D5 PLUS 2 DAYS	\$64,795.84	\$67,204.00	\$29,926.40	\$70,307.00		
012511-511004	REG & INSPECT -SECRETARIAL/CLERICAL 1% MAX STEP YEAR 10 - PROULX PLUS 2 DAYS - \$64,837 + \$494.93 1% MAX STEP YEAR 11 - DAVIS PLUS 2 DAYS - \$ 65,485.32 + \$499.85 1% MAX STEP YEAR 2 - DOUCETTE PLUS 2 DAYS \$61,079.35 + \$466.25	\$178,971.31	\$182,709.00	\$84,717.16	\$192,863.00		
012511-511005	REG & INSPECT -TECH SPVRT-BLDG INSP	\$1,263.34					
012511-513030	REG & INSPECT- UNSCHEDULED OVERTIME	\$2,421.91	\$4,000.00	\$2,134.92	\$4,000.00		
012511-514006	REG & INSPECT - LONGEVITY	\$2,050.00	\$2,050.00	\$2,300.00	\$2,300.00		
012511-514007	REG & INSPECT- SICK LEAVE INCENTIVE	\$2,101.75	\$7,557.00		\$7,557.00		
PERSONAL SERVICES Total:		\$342,477.76	\$356,395.00	\$161,667.13	\$376,540.00		
012512-524007	REG & INSPECT -REPAIR & MAINT EQUIP		\$100.00		\$100.00		
012512-524019	REG & INSPECT - FUEL DEPOT		\$1.00		\$1.00		
012512-530000	REG & INSPECT - PROF/TECH SERVICES	\$1,090.00	\$750.00	\$675.00	\$750.00		
012512-530001	REG & INSPECT-DEMO MAINT PROF/TECH		\$1,000.00		\$1,000.00		
012512-530008	REG & INSPECT - TRAINING SEMINARS	\$325.00	\$3,000.00	\$144.50	\$3,000.00		
012512-534001	REG & INSPECT - TELEPHONE	\$1,950.01	\$1,500.00	\$764.85	\$1,500.00		
012512-534005	REG & INSPECTIONS - PRINTING			\$45.00			
012512-542000	REG & INSPECT- OFFICE SUPPLIES	\$370.44	\$2,000.00	\$250.23	\$2,000.00		
012512-548000	REG & INSPECT - VEHICULAR SUPPLIES	\$234.03	\$1,000.00	\$110.00	\$1,000.00		
012512-548001	REG & INSPECT - MOTOR FUEL	\$903.60					
012512-558006	REG & INSPECT - UNFRM/PROTECTVE GEAR	\$650.00	\$800.00		\$800.00		
012512-558012	REG & INSPECT - BOOKS/REFERENCES	\$695.81	\$1,500.00		\$1,500.00		
012512-571000	REG & INSPECTIONS - TRANSPORTATION		\$100.00		\$100.00		
012512-573100	REG & INSPECT - PROF DEVELOPMENT	\$50.00	\$1,000.00	\$298.80	\$1,000.00		
EXPENSES Total:		\$6,268.89	\$12,751.00	\$2,288.38	\$12,751.00		
REGULATORY & INSPECTIONS Total:		\$348,746.65	\$369,146.00	\$163,955.51	\$389,291.00		

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291 - EMERGENCY MNGT						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
012911-511001	EMER MNGMNT - MANAGEMENT SALARIES Stipends paid to deputy directors (2)	\$4,498.00	\$4,498.00		\$4,498.00	
	Deputy director position(s) put in significant extra hours and take on tremendous responsibility. They average 20 hours per week with work related to EMA.					
	Requested amount is \$4498					
PERSONAL SERVICES Total:		\$4,498.00	\$4,498.00		\$4,498.00	
012912-521001	EMER MNGMNT - ELECTRICITY FY20 Electrical	\$4,364.39	\$4,000.00	\$1,085.11	\$4,750.00	
	cover electricity for main building and Garage at County Street.					
	requested amount \$4750					
012912-523001	EMER MNGMNT - SEWER/WATER CHARGES FY20	\$149.03	\$2,000.00	\$58.63	\$2,000.00	
	covers sewer and water for County Street facility.					
	requested amount is 2000					
012912-524007	EMER MNGMNT - REPAIR & MAINT EQPMNT FY REPAIR AND MAINTENANCE EQUIPMENT	\$10,733.39	\$11,000.00	\$3,530.02	\$14,500.00	
	All vehicles and some equipment are repurposed from other departments and agencies. The volunteers in this agency do a lot of their own repairs and adjustments to make the equipment and vehicle suit the purpose of its mission.					
	requested amount is \$14500					
012912-527000	EMER MNGMNT - RENTALS AND LEASES FY20 RENTALS AND LEASES	\$690.00	\$900.00		\$900.00	
	this line covers the annual lease agreement for the main copier/scanner/printer.					
	requested amount is \$900					
012912-530008	EMER MNGMNT - TRAINING SEMINARS FY20 TRAINING SEMINARS	\$150.03	\$3,500.00		\$1,000.00	
	Covers cost of training seminars for all members					
	amount requested is \$1000					

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291 - EMERGENCY MNGT						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
012912-530011	EMER MNGMNT - ADVERTISING FY20 ADVERTISING		\$100.00		\$100.00	
	Covers the cost of advertising for membership drives and education offered to public. amount requested is \$100					
012912-534001	EMER MNGMNT - TELEPHONE FY20 TELEPHONE	\$1,322.50	\$1,000.00	\$254.95	\$1,500.00	
	covers telephone cost for MEMA requesting \$1500					
012912-534005	EMER MNGMNT - PRINTING FY20 PRINTING	\$457.80	\$1,000.00		\$1,000.00	
	covers cost of printed material for education, forms, reports etc. requesting \$1000					
012912-538009	EMER MNGMNT - SPECIALIZED SERVICES FY20 SPECIALIZED SERVICES	\$105.60	\$200.00		\$200.00	
	covers cost of misc. items for operations and bldgs and grounds requesting \$200					
012912-542000	EMER MNGMNT - OFFICE SUPPLIES FY20 OFFICE SUPPLIES	\$106.38	\$1,000.00	\$119.00	\$1,000.00	
	covers cost of all items related to office supplies requesting \$1000					
012912-543000	EMER MNGMNT - BLDG/EQPMNT SUPPLIES FY20 BLDING / EQUIPMENT SUPPLIES	\$1,246.34	\$4,000.00	\$176.25	\$4,000.00	
	covers cost of equipment related items that do no fall under repair status and supplies to improve building and grounds. This agency does most of the work on the buildings on County street themselves. In the last two years, they have remodeled and repainted the entire second floor, improved weather proofing and done minor repairs themselves. requesting \$4000					

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291 - EMERGENCY MNGT						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
012912-545000	EMER MNGMNT - CSTDL/HOUSKPING SUPPL FY20 CLEANING SUPPLIES all cleaning is done by volunteer members. requesting \$200	\$12.00	\$200.00		\$200.00	
012912-548000	EMER MNGMNT - VEHICULAR SUPPLIES FY20 VEHICULAR SUPPLIES Supplies for repairs and misc. issues within vehicles. Vehicles are all repurposed from other agencies and often require adjustments to fit needs of agency. requesting \$3750	\$1,806.17	\$2,500.00	\$2,182.08	\$3,750.00	
012912-548001	EMER MNGMNT - MOTOR FUEL FY20 Motor fuel This line item is now part of DPW mechanical division fuel line. this was moved in fy19	\$795.98				
012912-558006	EMER MNGMNT - UNIFRM/PROTCT GEAR	\$3,972.81	\$5,500.00	\$81.33	\$5,500.00	
012912-558011	EMER MNGMNT - OPERATING SUPPLIES FY20 OPERATING SUPPLIES this line covers cost of various supplies to support operations requestiong \$2500	\$1,439.87	\$2,500.00	\$499.79	\$2,500.00	
012912-558012	EMER MNGMNT - BOOKS/REFERENCES FY20 BOOKS AND REFERENCES covers cost of books for training and reference material for operations requesting \$100	\$107.79	\$100.00		\$100.00	
012912-558013	EMER MNGMNT - TRAINING SUPPLIES FY20 TRAINING SUPPLIES Covers cost of supplies and material related to the training of members. CPR, props, videos, written material. requesting \$2000	\$2,262.87	\$5,500.00	\$1,007.34	\$2,000.00	

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291 - EMERGENCY MNGT							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
012912-578008	EMER MNGMNT - RECRUIT & DEVELOP FY20 RECRUIT AND DEVELOPMENT	\$71.02	\$500.00	\$277.93	\$500.00		
	covers the cost of outfitting and training and indoctrination of new recruits						
	requesting \$500						
EXPENSES Total:		\$29,793.97	\$45,500.00	\$9,272.43	\$45,500.00		
012915-585000	EMER MNGMNT - NON-VEHICULAR EQPMNT FY20 NON-VEHICULAR EQUIPMENT		\$5,000.00		\$5,000.00		
	covers the cost of the purchase of new equipment related to operations such as pumps, generators, sheltering supplies, etc.						
	requesting \$5000						
CAPITAL OUTLAY Total:			\$5,000.00		\$5,000.00		
EMERGENCY MNGT Total:		\$34,291.97	\$54,998.00	\$9,272.43	\$54,998.00		

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300 - EDUCATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
013001-510000	EDUCATION - SCHOOL SALARIES	\$36,171,084.60	\$40,671,381.00	\$13,490,924.05	\$41,640,959.00		
	The Superintendent of Schools has submitted a FY20 Budget summary schedule to the School Committee explaining these expenses. That FY20 Budget summary schedule has been included in this Budget Message for reference purposes.						
PERSONAL SERVICES Total:		\$36,171,084.60	\$40,671,381.00	\$13,490,924.05	\$41,640,959.00		
013002-520000	EDUCATION - SCHOOL PURCHSD SRVCS	\$9,599,986.62	\$9,771,218.00	\$3,692,762.87	\$10,219,565.00		
	The Superintendent of Schools has submitted a FY20 Budget summary schedule to the School Committee explaining these expenses. That FY20 Budget summary schedule has been included in this Budget Message for reference purposes.						
EXPENSES Total:		\$9,599,986.62	\$9,771,218.00	\$3,692,762.87	\$10,219,565.00		
EDUCATION Total:		\$45,771,071.22	\$50,442,599.00	\$17,183,686.92	\$51,860,524.00		

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301 - EDUCATION-PRIOR YR ENCUMBRANCE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
013011-510000	EDUCATION-ENCUMBERED PERS SERVS	\$2,579,657.86	\$2,762,611.42	\$2,746,506.11			
PERSONAL SERVICES Total:		\$2,579,657.86	\$2,762,611.42	\$2,746,506.11			
013012-520000	EDUCATION-ENCUMBERED OTHER EXPENSES	\$412,094.71	\$382,967.95	\$254,688.61			
EXPENSES Total:		\$412,094.71	\$382,967.95	\$254,688.61			
EDUCATION-PRIOR YR		\$2,991,752.57	\$3,145,579.37	\$3,001,194.72			

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300 - EDUCATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
013099-580079	SCHOOL TEXTBOOKS A#12 5/15	\$2,810.66					
013099-580081	SCHOOL-WIDE WI-FI A#12 5/15	\$391.63					
013099-580108	MHS SWITCH GEAR A#11 5/16	\$3,308.80	\$218,654.82				
013099-580109	JOR/JACK 50% WINDOWS A#11 5/16		\$88,550.00				
013099-580111	QMS STUDY STEAM A#11 5/16	\$9,177.00	\$7,823.00				
013099-580116	ROBINSON BATHROOMS A#11 5/16	\$5,186.52	\$137,226.81				
013099-580117	QMS ELEVATOR A#11 5/16	\$71,341.65					
013099-580118	MHS BLEACHERS A#11 5/16	\$29,155.09	\$20,844.91	\$19,674.90			
013099-580120	SCHOOL-WIDE WI-FI A#11 5/16	\$40,000.00					
013099-580137	MHS ELECTRICAL PANELS A#13 5/17	\$18,450.00	\$197,550.00	\$2,050.00			
013099-580138	DISTRICT-WIDE TECHNOLOGY A#13 5/17	\$234,000.00					
013099-580139	FOOD SERVICE EQUIPMENT A#13 5/17	\$47,000.00					
013099-580140	MHS BLEACHERS A#13 5/17	\$58.13	\$199,941.87	\$199,941.87			
013099-580141	DISTRICT SPED BUS A#13 5/17	\$60,740.00					
013099-580142	QMS 6TH GRADE LOCKERS A#13 5/17	\$393.50	\$93,951.46	\$93,951.46			
013099-580164	JOR/JACK ES GENERATOR A#9 5/18		\$150,000.00	\$64,200.00			
013099-580165	DISTRICT-WIDE SEALCOATING A#9 5/18		\$80,000.00	\$17,760.22			
013099-580166	QMS CHAIR LIFTS A#9 5/18		\$50,000.00				
013099-580167	PLOW TRUCK REPLACEMENT A#9 5/18		\$45,000.00	\$45,000.00			
013099-580168	SPED MINI-BUS A#9 5/18		\$65,655.04	\$65,148.00			
013099-580169	DISTRICT-WIDE TECHNOLOGY A#9 5/18		\$280,000.00	\$218,899.44			
013099-580170	JOR/JACK & ROBINSON REPAVE A#9 5/18		\$285,000.00	\$285,000.00			
013099-580171	MHS BLEACHERS A#9 5/18		\$100,000.00	\$70,394.88			
013099-580187	DISTRICT-WIDE DOOR SECURE A#6 11/18		\$100,000.00				
013099-580188	DISTRICT-WIDE CAMERAS A#6 11/18		\$70,000.00				
013099-580189	MHS PUB ADDRESS SYSTEM A#6 11/18		\$100,000.00				
013099-580190	DISTRICT-WIDE VISITOR SYS A#6 11/18		\$50,000.00				
013099-580191	DIST-WIDE SEC CONSULT/ARCH A6 11/18		\$10,000.00				
ARTICLES Total:		\$522,012.98	\$2,350,197.91	\$1,082,020.77			
EDUCATION Total:		\$522,012.98	\$2,350,197.91	\$1,082,020.77			

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350 - ED EMPLOYEE BENEFITS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
013502-574001	EDUCATION-PROPERTY INSURANCE	\$188,754.77					
013502-574004	EDUCATION-WORKERS COMP	\$324,787.33					
EXPENSES Total:		\$513,542.10					
ED EMPLOYEE BENEFITS Total:		\$513,542.10					

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351 - ED EMP BENEFITS-ENCUMBRANCES		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
013514-517000	EDUCATION - EMPLOYEE BENEFITS	\$12,284.65					
ALLOCATED EMP BENEFITS Total:		\$12,284.65					
ED EMP BENEFITS-ENCUMBRANCES		\$12,284.65					

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390 - TOWN EX FOR ED							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
013901-511003	TOWN EXPEND FOR ED - TECH SUPPORT	\$53,000.00	\$54,590.00	\$23,622.02	\$56,228.00		
	This budget pays for a school employee to process any Medicare and Medicaid forms and request any reimbursements due to the School. This position's costs are forecasted to be \$56,228 for FY20.						
PERSONAL SERVICES Total:		\$53,000.00	\$54,590.00	\$23,622.02	\$56,228.00		
013902-565000	SE REGIONAL SCHOOL DISTRICT ASSESS.	\$814,639.00	\$987,885.00	\$493,942.50	\$1,037,279.00		
	This budget is to pay for the Town's assessment for students that attend Southeastern Regional Vocational Technical High School. A preliminary FY20 Budget has not been received from Southeastern. This is an estimate only pending an FY20 Budget.						
EXPENSES Total:		\$814,639.00	\$987,885.00	\$493,942.50	\$1,037,279.00		
TOWN EX FOR ED Total:		\$867,639.00	\$1,042,475.00	\$517,564.52	\$1,093,507.00		

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410 - ENGINEERING

Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014109-584001	CANOE RVR DAM IMPR.-A#37 ATM 5/10						

ARTICLES Total:

ENGINEERING Total:

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418 - HIGHWAY - ENCUMBRANCES							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014182-553003	HIGHWAY - TOOLS		\$642.14	\$642.14			
EXPENSES Total:			\$642.14	\$642.14			
014185-585000	HIGHWAY - NON-VEHICULAR EQUIPMENT		\$4,954.04	\$4,954.04			
CAPITAL OUTLAY Total:			\$4,954.04	\$4,954.04			
HIGHWAY - ENCUMBRANCES Total:			\$5,596.18	\$5,596.18			

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419 - DPW ADMIN. - ENCUMBRANCES							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014192-530006	DPW ADMIN - ENGINEER/ARCHITECT	\$2,130.00					
014192-538009	DPW ADMIN - SPECIALIZED SERVICES	\$24,267.00					
EXPENSES Total:		\$26,397.00					
DPW ADMIN. - ENCUMBRANCES Total:		\$26,397.00					

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420 - DPW ADMINISTRATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014201-511001	DPW ADMIN - MANAGEMENT SALARIES	\$133,257.37	\$136,147.00	\$61,665.72	\$140,850.00		
	Lee Azinheira DPW Director \$ 158,739.71/year (includes 2-day accrual \$ 1,165.95)						
	Total:		\$ 158,739.71				
	45% DPW Admin		\$ 71,432.87				
	25% Water		\$ 39,684.93				
	5% Sewer		\$ 7,936.99				
	25% MFN		\$ 39,684.93				
	Total = \$ 158,739.71						
	Richard C. Alves Jr Town Engineer/Assistant DPW Director						
	Supervisory Unit Grade L Step 6 (step)						
	Total Salary:		\$ 114,806.24/ year	\$2,207.81/week	\$58.87/hour		
	2-day accrual		\$ 883.05				
	Total		\$ 115,689.29				
	60% in DPW Admin		\$ 69,413.57				
	15% in Water		\$ 17,353.39				
	25% in the Sewer		\$ 28,922.32				
	Total		\$ 115,689.28				
	DPW Admin Management Total:		\$ 140,846.44				
014201-511002	DPW ADMIN - SUPERVISORY SALARIES	\$36,484.63	\$37,288.00	\$17,098.38	\$39,216.00		
	Collins -DPW Office Manager						
	Supervisory Union Grade H Step 4 (step)						
	Total Salary:		\$ 77,831.48/year	\$1,496.76/week	\$39.91/hour		
	2-day accrual		\$ 598.65				
	Total		\$ 78,430.13				
	50% DPW Admin		\$ 39,215.07				
	25% Water		\$ 19,607.53				

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420 - DPW ADMINISTRATION			FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted	
Account Number	Account Description								
	15% Sewer	\$ 11,764.52							
	10% MFN	\$ 7,843.01							
	Total	\$ 39,215.07							
014201-511003	DPW ADMIN - TECHNICAL SALARIES		\$24,227.00	\$21,745.00	\$12,806.71	\$38,260.00			
	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 \$26.53/hr x 19 hours per week x 48 weeks per year = \$24,195.36								
	Seasonal Help = \$2,500								
	Engineer Grade II	Grade F	Step 3	\$ 76,495.85/yr	\$ 1,471.07/wk	\$ 39.23/hr	2-day accrual \$ 588.45		
	Total with accrual = \$ 77,084.30								
	15% DPW Admin	\$ 11,562.65							
	15% Sewer	\$ 11,562.65							
	70% Water	\$ 53,959.01							
	Total = \$ 38,258.01								
014201-511004	DPW ADMIN - SECRETARIAL/CLERICAL		\$37,194.39	\$34,642.00	\$16,583.30	\$34,755.00			
	Renee Gauthier -Administrative Secretary/Billing Supervisor Grade C Step 6 + 1% \$ 72,891.00/year \$ 1,401.75/wk \$37.38/hr (2-day accrual = \$ 560.70)								
	DPW Admin	15%	\$ 11,017.76						
	Water	55%	\$ 40,398.44						
	Sewer	25%	\$18,362.93						
	MFN	5%	\$ 3,672.59						
	Lisa Hendrickson - Bookkeeper	Step 2	\$ 47,109.24/year	\$ 905.47/week	\$24.16/hour			(2-day accrual = \$ 362.40)	
	DPW Admin	50%	\$ 23,735.82						
	Water	25%	\$ 11,867.91						
	Sewer	5%	\$ 2,373.58						
	MFN	20%	\$ 9,494.33						
	Bishop - Billing Supervisor Grade C Step 6 + 1% \$ 72,891.00/year \$ 1,401.75/wk \$37.38/hr (2-day accrual = \$ 560.70)								
	Water	70%	\$ 51,023.70						

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

420 - DPW ADMINISTRATION				FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description								
	Sewer	30%	\$ 21,867.30						
	Chartier - PT Clerk (21 hours/week) Step 1 \$ 22.15/hour \$ 465.15/week \$ 24,187.80/year								
	70 % Water = \$ 16,931.46								
	30% Sewer = \$ 7,256.34								
	Total : \$ 34,753.58								
	F.T.E. : .065								
014201-512001	DPW ADMIN - SEASONAL SERVICES			\$7,403.08	\$5,000.00		\$5,000.00		
	Temporary Support								
014201-514006	DPW ADMIN - LONGEVITY			\$2,125.00	\$2,100.00	\$2,125.00	\$2,125.00		
	Azinheira	23 years	\$ 550.00						
	Alves	13 years	\$ 425.00						
	Gauthier	32 years	\$ 775.00						
	Collins	8 years	\$ 375.00						
	Total:			\$ 2,125.00					
	Per contracts								
014201-514007	DPW ADMIN - SICK LEAVE INCENTIVE			\$1,808.73	\$2,185.00		\$2,740.00		
	Sick Leave Incentive:								
	Union contract provides work incentive for compensation based on sick days taken during the prior 12 months.								
	Alves								
	Gauthier								
	Collins								
PERSONAL SERVICES Total:				\$242,500.20	\$239,107.00	\$110,279.11	\$262,946.00		
014202-524007	DPW ADMIN - REPAIR & MAINT EQPMNT			\$1,595.64	\$3,500.00	\$335.68	\$3,000.00		
	Cost for telephone repairs and survey equipment in lieu of a maintenance contract.								
	\$ 500.00 moved to Vehicle Maintenance for repairs								

Town of Mansfield
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FY20 Operating Budget

420 - DPW ADMINISTRATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted

014202-529006	DPW ADMIN - REFUSE DISPOSAL	\$343,841.89	\$362,945.00	\$148,034.45	\$372,220.00	
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Using the following information we are estimating the cost for solid waste disposal for FY 2020 as follows:

Cost per ton is adjusted each year by .75% of the CPI for the twelve previous months.

Tonnage for FY 2010:	5200.00	Cost per ton	\$69.20	
Tonnage for FY 2011:	5224.00	Cost per ton	\$70.87	
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	
Tonnage for FY 2017	5130.00	Cost per ton	\$66.00	
Tonnage for FY 2018	5130.00	Cost per ton	\$67.14	
Estimated Tonnage for FY 2019	5300.00	Cost per ton	\$68.18	
Estimated Tonnage for FY 2020	5300.00	Cost per ton	\$ 70.23	

(Estimate based on a 3% CPI increase)

5300 x \$ 70.23 = \$ 372,219.00

014202-529007	DPW ADMIN - REFUSE COLLECTION	\$759,125.11	\$818,045.00	\$347,764.36	\$839,281.00	
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Refuse Collection: Refuse collection and transportation contract with WM \$ 707,987.57

Additional trash carts (\$107.27/ cart) estimated 210 carts \$ 31,350.70

Additional recycle carts (\$88.24/cart) estimated 100 carts

Municipal Pick Up \$ 32,299.00

(\$41,934.00 less \$9,635 for Water, WWTP & Electric)

Bulky Item Pick Up: \$ 30.47 / items \$ 67,643.40

(Approximately 185 items per month)

(30.47*185=\$5,636.95*12=\$67,643.40)

Total \$ 839,280.67

014202-529008	DPW ADMIN - RECYCLING	\$623,382.13	\$648,055.00	\$319,635.23	\$835,730.00	
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Curbside Recycling Contract \$ 582,364.91

Recycling Tonnage:

Processing charge of \$ 80.92/per ton for single stream recyclables. Mansfield will receive a credit based on various indexes.

2500 x \$75.00 = \$ 187,500.00

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

420 - DPW ADMINISTRATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	Recycling Tonnage	\$ 187,500.00					
	Municipal Recycling	\$ 9,927.00					
	White Goods \$37.35 Approximately 14 / items per month	\$ 6,274.80					
	ORS -CRT Removal \$1,300/month	\$ 15,600.00					
	Extra Carts 250 @ \$88.24/cart	\$ 22,060.00					
	Miller Recycling	\$ 10,000.00					
	We are in a contract with Miller Recycling at the Mansfield Green for the rental of two compactors (\$675.00/mo) and the hauling and collection of steel, mixed papers, plastics, and styrofoam. Hauling fees are \$50-\$85 per haul.						
	Fuel Surcharge	\$ 0.00					
	Miscellaneous expenses for the Green	\$ 2,000.00					
	Total:	\$ 835,726.71					
014202-530006	DPW ADMIN - ENGNRNG/ARCHITECT	\$122,603.48	\$60,000.00	\$6,421.43	\$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						
	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; and includes annual inspection of Town-owned bridges.						
014202-530008	DPW ADMIN - TRAINING SEMINARS	\$100.00	\$500.00		\$500.00		
	Training Seminars						
014202-530011	DPW ADMIN - ADVERTISING	\$6,393.02	\$5,000.00	\$211.00	\$6,000.00		
	Legal ads, display ads, wetland permits, bids, project dog, etc						

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

420 - DPW ADMINISTRATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014202-534001	DPW ADMIN - TELEPHONE Telephone charges for the Town Hall (local and long distance) and cellular phones	\$20,452.74	\$15,800.00	\$8,684.26	\$20,000.00		
014202-534003	DPW ADMIN - POSTAGE/DELIVERY 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	\$58,071.12	\$55,500.00	\$1,615.28	\$55,000.00		
014202-534005	DPW ADMIN - PRINTING Resident stickers, Recycle Park stickets, business cards, white goods and bulky item sticker	\$2,467.72	\$1,500.00	\$87.08	\$2,500.00		
014202-538009	DPW ADMIN - SPECIALIZED SERVICES Engineering software to upgrade existing programs and to purchase additional software to support CADD and design of small sewers and municipal drainage systems		\$500.00		\$500.00		
014202-542000	DPW ADMIN - OFFICE SUPPLIES 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.	\$3,406.13	\$7,700.00	\$2,270.14	\$7,700.00		
014202-548000	DPW ADMIN - VEHICULAR SUPPLIES Engineer's vehicle (Move to Vehicle Maintenance Budget)	\$250.63	\$1,000.00				
014202-548001	DPW ADMIN - MOTOR FUEL Motor Fuel and fluids for Engineer's vehicle (Move to Town Fuel budget)	\$591.36					
014202-558006	DPW ADMIN-UNIFORMS & PROTECT GEAR \$450 uniform allowance for the Town Engineer \$120 SPEA union clothing allowance Per contract	\$563.64	\$520.00	\$129.64	\$570.00		
014202-558012	DPW ADMIN - BOOKS/REFERENCES Various trade manuals, professional reference books and updated construction cost data.		\$300.00		\$300.00		

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

420 - DPW ADMINISTRATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014202-571000	DPW ADMIN - TRANSPORTATION Parking fee reimbursement	\$88.00	\$150.00	\$20.00	\$150.00		
014202-573100	DPW ADMIN - PROF DEVELOPMENT Dues for professional affiliations for the DPW Director and Town Engineer.	\$1,387.82	\$1,000.00	\$356.32	\$1,000.00		
014202-578008	DPW ADMIN - STAFF RECRUITMENT Staff recruitment		\$100.00		\$100.00		
EXPENSES Total:		\$1,944,320.43	\$1,982,115.00	\$835,564.87	\$2,204,551.00		
014209-580133	STORMWATER PERMIT REQUIRE A#13 5/17		\$98,000.00	\$7,505.26			
ARTICLES Total:			\$98,000.00	\$7,505.26			
DPW ADMINISTRATION Total:		\$2,186,820.63	\$2,319,222.00	\$953,349.24	\$2,467,497.00		

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

421 - HIGHWAY							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014211-511001	HIGHWAY - MANAGEMENT SALARIES Cook - Highway Operations Manager GradeJ Step 8 (step)	\$96,177.29	\$97,906.00	\$44,468.15	\$102,162.00		
	FY 2020 Rate: \$ 48.74 Weekly: \$ 1,949.65 Annual: \$ 101,381.73 Accrual: two days \$ 779.84 Employee Totals: \$ 102,161.57 FTE: 1.0						
014211-511002	HIGHWAY - SUPERVISORY SALARIES AFSCME Contract 2% added to base Littig- Senior Foreman Step 7	\$141,065.60	\$76,630.00	\$34,805.12	\$78,133.00		
	FY 2020 Rate= \$ 36.91 Longevity= \$.37 Total Base Rate= \$ 37.28 Weekly= \$ 1,491.20 Annual= \$ 77,542.40 Accrual=two days \$ 590.56 Employee Total: \$ 78,132.96						
014211-511004	HIGHWAY - SECRETARIAL/CLERICAL Tracey Whalen - Administrative Assistant - Grade B Step 4	\$52,338.21	\$55,383.00	\$25,150.65	\$56,275.00		
	FY2019 Rate= \$ 28.75 Weekly= \$ 1,078.05 Annual= \$ 56,058.60 Accrual= \$ 215.63 EmployeeTotal: \$56,274.23						
014211-511005	HIGHWAY - PUBLIC WORKS SERVICE All the following employees are under the AFSCME contract-2% added to base Beckett-Grounds Maintenance Leadman Step 7	\$532,562.51	\$502,247.00	\$231,841.85	\$531,138.00		
	FY2020 Rate= \$ 30.40 Longevity= \$675 \$.32 Total Base Rate= \$ 30.72						

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

421 - HIGHWAY						
Account Number	Account Description		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested
	Weekly=	\$	1,228.80			
	Annual=	\$	63,897.60			
	Accrual=	\$	491.52			
	Employee Total=				\$ 64,389.12	
	Copparini-Licensed Equipment Operator					Step 7
	FY2020 Rate=	\$	30.40			
	Longevity=\$775	\$.37			
	Total Base Rate=	\$	30.77			
	Weekly=	\$	1,230.80			
	Annual=	\$	64,001.60			
	Accrual=	\$	492.32			
	Employee Total=				\$ 64,493.92	
	DeGirolamo-Skilled Laborer					Step 3
	FY2020 Rate=	\$	23.63			
	Longevity=\$0	\$.00			
	Total Base Rate=	\$	23.63			
	Weekly=	\$	945.33			
	Annual=	\$	49,157.47			
	Accrual=	\$	378.08			
	Employee Total=				\$ 49,535.55	
	Green-Traffic Technician					Step 7
	FY2020 Rate=	\$	29.68			
	Longevity=\$525	\$.25			
	Total Base Rate=	\$	29.93			
	Weekly=	\$	1,197.28			
	Annual=	\$	61,048.00			
	Accrual=	\$	469.60			
	Employee Total=				\$ 61,517.60	

The following two (2) employees are funded at 90% Sewer Division and 10% Highway Division and supervised in the Highway Division.

	Hayes-Skilled Laborer					Step 1
	FY2020 Rate=	\$	22.24			
	Longevity=\$	\$.00			
	Total Base Rate=	\$	22.24			
	Weekly=	\$	889.60			
	Annual=	\$	46,615.54			
	Accrual=	\$	355.84			
	Employee Total=				\$ 46,615.54	

Last Expenditure Update: 01/02/2019

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

421 - HIGHWAY		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
	Highway Division Total:	\$	4,661.50				
	Skilled Laborer		Step 1				
	FY2020 Rate=	\$	22.24				
	Longevity=	\$.00				
	Total Base Rate=	\$	22.24				
	Weekly=	\$	889.60				
	Annual=	\$	46,615.54				
	Accrual=	\$	355.84				
	Employee Total=			\$	46,615.54		
	Highway Division Total:			\$	4,661.50		
	Kuplast-Skilled Laborer		Step 7				
	FY2020 Rate=	\$	26.53				
	Longevity= \$775	\$.37				
	Total Base Rate=	\$	26.90				
	Weekly=	\$	1,076.00				
	Annual=	\$	55,952.41				
	Accrual=	\$	430.40				
	Employee Total=			\$	56,382.81		
	Luciano-Skilled Laborer		Step 2				
	FY2020 Rate=	\$	23.19				
	Longevity= \$0	\$.00				
	Total Base Rate=	\$	23.19				
	Weekly=	\$	927.79				
	Annual=	\$	48,245.18				
	Accrual=	\$	371.04				
	Employee Total=			\$	48,616.22		
	Mahoney-Skilled Laborer		Step 3				
	FY2020 Rate=	\$	23.63				
	Longevity=	\$.20				
	Total Base Rate=	\$	23.83				
	Weekly=	\$	953.20				
	Annual=	\$	49,566.40				
	Accrual=	\$	381.28				
	Employee Total=			\$	49,947.68		
	Pereira-Construction Foreman		Step 7				
	FY2020 Rate=	\$	32.59				

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

421 - HIGHWAY		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
	Longevity=	\$.37					
	Total Base Rate=	\$ 32.96					
	Weekly=	\$ 1,318.40					
	Annual=	\$ 68,556.80					
	Accrual=	\$ 527.36					
	Employee Total=		\$ 69,084.16				
	Sloan-Skilled Laborer		Step 3 (Step year Step 2 to Step 3)				
	FY2020 Rate=	\$ 23.63					
	Longevity= \$425	\$.20					
	Total Base Rate=	\$ 23.83					
	Weekly=	\$ 953.20					
	Annual=	\$ 49,566.40					
	Accrual=	\$ 381.28					
	Employee Total=		\$ 49,947.68				

Ciulla-Skilled Laborer

This position is funded through the Sewer Department and supervised by the Highway Department. Position is for maintaining collection system, and sewer back-up prevention and repairs.

Proposing to upgrade a Skilled Laborer position to a Heavy Equipment Operator. This will not increase the FTE of the division as it will be posted and filled by a current employee. We are increasingly having to assign a Skilled Laborer to operate heavy equipment and paying him out of grade. Approximate increase to upgrade to this position is \$7,900. (The Out of Grade has been reduced by \$4000.00 and the overtime by \$3,300 to offset most of this increase assuming this change is approved))

New Hire: Language No appropriation

Line Item Total: 531,138.00

FY 2021 Request:

Tree Trimmer/Bucket Truck Operator \$27.62-hr (\$57,449.60)

We are proposing to add this position 1-FTE into FY-2021 budget. This employee will work together with an existing skilled laborer using a bucket/chip truck to trim/remove trees around Town. This work is currently subcontracted and we only have enough budgeted (\$43,000) to deal with emergency trimming/removals. The cost of the subcontractor is \$150-hr for trimming and \$225-hr for removal, the difference being +\$75-hr for log removal. The trimming/removal truck purchase will be proposed in the annual DPW-Highway Division CIP, and will likely be an investment of about \$160,000.00 with a life expectancy of 15-years. It is anticipated that we would average about 6-8 months+ of trimming/removal per year, 6-months would cost about \$75,000 per year done in-house Vs. about \$181,965.00 to subcontract, this would cover about 346-hours of removal and 693-hours of trimming.

Total spent in FY 2018 operating budget \$88,860.00 for tree service.

Also, 014211-529009 adjust rate of Tree and stump removal to the following;

Last Expenditure Update: 01/02/2019

Town of Mansfield
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FY20 Operating Budget

421 - HIGHWAY							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	Current tree removal bid cost. \$150-hr for trimming \$150-hr for removal \$75-hr for log removal \$75-hr stump grinding \$100-hr for crane to assist in larger tree removal operations						
014211-512001	HIGHWAY - SEASONAL SERVICE 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 \$15-16/ hour; new summer help \$15/hour Four employees for 1 weeks: Two @ \$16 x 16 weeks \$ 10,240 Two @ \$15 x 16 weeks \$ 9,600	\$42,737.29	\$22,030.00	\$26,402.57	\$22,030.00		
014211-513002	HIGHWAY - UNSCHEDULED OVERTIME 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.	\$54,628.06	\$43,300.00	\$21,241.95	\$40,000.00		
014211-514006	HIGHWAY - LONGEVITY Mark Cook 30 years \$ 72500 Tracey Whalen 5 years \$ 425.00 Total \$ 1,150.00	\$1,100.00	\$1,150.00	\$1,150.00	\$1,150.00		
014211-514007	HIGHWAY - SICK LEAVE INCENTIVE Sick time buy back History: FY 2014 \$ 5,170.00 FY 2015 \$ 5,170.00	\$7,619.52	\$5,500.00		\$7,500.00		

Town of Mansfield
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421 - HIGHWAY							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	FY 2016	\$ 5,305.00					
	FY2017	\$ 4,384.00					
	FY2018	\$ 7,619.00					
014211-514008	HIGHWAY - OUT OF GRADE PAY	\$4,826.39	\$6,500.00	\$2,592.59	\$3,000.00		
	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. (Reduction for proposed re-classification of an employee from Skilled Laborer to Heavy Equipment Operator)						
PERSONAL SERVICES Total:		\$933,054.87	\$810,646.00	\$387,652.88	\$841,388.00		
014212-521001	HIGHWAY - ELECTRICITY	\$36,481.27	\$22,000.00	\$12,933.93	\$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	\$9,920.51	\$13,000.00	\$2,095.89	\$13,000.00		
	Heat						
014212-521004	HIGHWAY - STREET LIGHTS	\$108,910.53	\$110,000.00	\$37,883.44	\$100,000.00		
	Street Lights Town-wide						
014212-521005	HIGHWAY - TRAFFIC SIGNALS	\$3,665.31	\$6,000.00	\$2,932.92	\$4,000.00		
	Traffic signal electricity . Reduction based on previous years history						
014212-523001	HIGHWAY - SEWER/WATER CHARGES	\$10,061.87	\$8,000.00	\$6,134.53	\$10,000.00		
	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. Increase based on history						
	FY 2018 \$ 10,061						
	FY 2017 \$ 10,350						
014212-524001	HIGHWAY - REPAIR & MAINT BLDG/GRNDS	\$38,341.35	\$25,000.00	\$3,106.44	\$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, town wide irrigation systems,fence repairs, etc						
014212-524011	HIGHWAY - REPAIR & MAINT EQPMNT	\$49,697.45	\$15,000.00	\$1,794.00	\$15,000.00		
	Costs associated with the repairs and maintenance to vehicle radio systems, contractor repairs to traffic lights,						
014212-524012	HIGHWAY- R&M EQUIPMENT OTHER	\$6,399.97					
014212-524017	HIGHWAY - ANNUAL MAINT CONTRACTS	\$4,579.20	\$2,000.00		\$2,000.00		
	Fire extinguishers maintenance						
014212-524019	HIGHWAY - FUEL DEPOT MAINTENANCE	\$5,257.49		\$32.40			

Town of Mansfield
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421 - HIGHWAY							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014212-527000	HIGHWAY - RENTALS AND LEASES Miscellaneous specialty tool and equipment such as sod cutters, berm machines, power thatchers, etc. (FY 2018 appropriation was \$16,000. When Vehicle Maintenance was established it was split \$10,000 to VM and \$6000 remaining in Highway. Have reduced the VM line item to \$6000 and increased this to \$10,000.)	\$20,236.02	\$6,000.00	\$10,328.25	\$10,000.00		
014212-529009	HIGHWAY-CONTRACT SERVICE SUPPORT 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: Current tree removal bid cost. \$150-hr for trimming \$150-hr for removal \$75-hr for log removal \$75-hr stump grinding \$100-hr for crane to assist in larger tree removal operations \$168.00 per hour for machine and labor. 1 days work = \$1,344.00 Preventative tree maintenance tree trimming. \$ 43,000 Fertilization of athletic fields \$17,500.00 Total: \$ 176,844.00	\$192,586.55	\$176,844.00	\$86,487.94	\$176,844.00		
014212-530000	HIGHWAY - PROF/TECH SERVICES Police Details for various road and construction projects. There is a minimum of four (4) hours for each detail	\$53,808.57	\$20,000.00	\$8,550.62	\$20,000.00		
014212-530006	HIGHWAY - ENGNRNG/ARCHITECT 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	\$3,617.00	\$2,000.00	\$375.00	\$2,000.00		

Town of Mansfield
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421 - HIGHWAY							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014212-530008	HIGHWAY - TRAINING SEMINARS OSHA Safety Training Recertification, Confined Space Training, Excavation Safety Training	\$1,306.25	\$3,000.00		\$3,000.00		
014212-534001	HIGHWAY - TELEPHONE Cell phones, land lines,	\$6,134.33	\$3,240.00	\$3,191.53	\$3,240.00		
014212-546000	HIGHWAY - GROUNDKEEPING SUPPLIES 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. In FY 2019 we also began a Specialized Roadside Weed Sprayng program.	\$21,173.17	\$35,000.00	\$26,262.14	\$35,000.00		
014212-548000	HIGHWAY - VEHICULAR SUPPLIES	\$-793.95		\$518.72			
014212-548001	HIGHWAY - MOTOR FUEL/HWY DIV	\$56,339.36					
014212-548007	HIGHWAY- MOTOR FUEL-OTHER DEPTS	\$-3,083.03					
014212-548008	HIGHWAY - VEH SUPPLIES-HIGHWAY	\$80,445.49		\$796.05			
014212-548009	HIGHWAY-VEHICLE SUPPLIES OPERATING	\$15,970.50		\$49.49			
014212-553001	HIGHWAY - CONSTRUCTION MATERIALS 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.	\$224,608.07	\$153,920.00	\$67,765.16	\$153,920.00		
014212-553002	HIGHWAY - TRAFFIC CONTROL SUPPLIES 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 fifth year of our street sign replacement program. This line item also includes the cost for all the line painting material.	\$27,716.04	\$39,500.00	\$30,150.94	\$39,500.00		
014212-553003	HIGHWAY - TOOLS Various tools used by the Highway. These include hammers, picks, sledgehammers, wrenches, sockets, impact tools, diagnostic tools, levels, grease guns, shovels, rakes, brooms and specialized tools.	\$7,611.01	\$5,000.00	\$3,285.44	\$5,000.00		
014212-553009	HIGHWAY - MECHANIC'S TOOLS	\$6,320.62		\$146.94			
014212-558006	HIGHWAY - UNIFORM/PROTECTIVE GEAR 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.	\$13,078.49	\$12,350.00	\$11,895.17	\$12,350.00		

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

421 - HIGHWAY							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014212-558011	HIGHWAY - OPERATING SUPPLIES 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.	\$14,500.09	\$7,000.00	\$21,617.20	\$7,000.00		
014212-558012	HIGHWAY - BOOKS/REFERENCES Books, digital and reference material (\$ 100.00 Highway Budget) (\$ 300.00 moved to Vehicle Maintenance Budget)	\$2,738.85	\$100.00		\$100.00		
014212-573100	HIGHWAY - PROF DEVELOPMENT Professional Development (\$ 250.00 Highway Budget) (\$250.00 moved to Vehicle Maintenance Budget)	\$3,563.48	\$250.00	\$340.00	\$250.00		
EXPENSES Total:		\$1,021,191.86	\$665,204.00	\$338,674.14	\$659,204.00		
014215-585000	HIGHWAY - NON-VEHICULAR EQUIP	\$15,545.96	\$20,500.00				
CAPITAL OUTLAY Total:		\$15,545.96	\$20,500.00				
014218-530008	HW - TRAINING SEMINARS PRIOR YEAR	\$1,280.00					
PRIOR YEAR BILLS Total:		\$1,280.00					
014219-580072	MECHANIC'S UTILITY TRUCK A#12 5/15	\$607.30					
014219-580102	1 TON PICKUP W/PLOW A#11 5/16	\$43,911.25	\$4,088.75				
014219-580104	DUMPTRUCK W/PLOW A#11 5/16	\$84,956.00					
014219-580134	6 WHEEL DUMPTRUCK W/PLOW A#13 5/17		\$85,000.00	\$84,956.00			
014219-580135	1-TON UTILITY TRUCK W/PLOW A13 5/17	\$42,827.75	\$8,172.25				
014219-580162	RTE 106 DESIGN & OVERSIGHT A#9 5/18		\$110,000.00	\$15,119.21			
014219-580163	DUMP TRUCK A#9 5/18		\$85,000.00				
014219-580172	SALT SHED SITE WORK A#9 5/18		\$26,500.00				
014219-580186	VACTOR TRUCK REPAIRS A#6 11/18		\$21,250.00				
014219-580198	HWY TRANSPORT FUND A#11 11/18		\$3,098.60	\$3,098.60			
ARTICLES Total:		\$172,302.30	\$343,109.60	\$103,173.81			
HIGHWAY Total:		\$2,143,374.99	\$1,839,459.60	\$829,500.83	\$1,500,592.00		

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

423 - SNOW & ICE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
014231-513030	SNOW & ICE - UNSCHEDULED OVERTIME	\$169,209.44	\$154,360.00	\$16,131.15	\$141,600.00		

Total Snow & Ice Budget History

Fiscal Year	Budget Appropriation	Total Expenditures
FY 2018	\$389,440	\$772,237.15
FY 2017	\$389,440	\$652,581.03
FY 2016	\$389,440	\$468,357.57
FY 2015	\$389,440	\$825,369.06
FY 2014	\$389,440	\$618,745.34
FY 2013	\$389,440	\$590,813.00

Force labor

Unscheduled Overtime History:

FY2018	\$169,209
FY2017	\$114,672
FY2016	\$ 83,350
FY2015	\$193,954
FY2014	\$156,404
FY2013	\$132,032
Average Cost per year:	\$141,603.50

PERSONAL SERVICES Total:		\$169,209.44	\$154,360.00	\$16,131.15	\$141,600.00
014232-521001	SNOW & ICE - ELECTRICITY	\$4,592.27	\$1.00	\$184.86	\$1,000.00
	Heating and lighting for salt brine buildings and lighting for salt shed				
014232-524003	SNOW & ICE - REPAIR & MAINT EQPMNT	\$6,817.79	\$1,000.00		\$7,500.00
	Repairs to plows, trucks, sanders and snow fighting equipment performed by outside vendors				
014232-524017	SNOW & ICE - ANNUAL MAINT CONTRACTS		\$1,395.00		\$1,700.00
	Annual weather service	\$1,7000.00			
014232-529002	SNOW & ICE - SNOW REMOVAL CONTRACTS	\$337,848.73	\$70,798.00	\$12,082.54	\$99,187.00
	Hired contractors				
	Line Item History:				
	FY2018	\$ 337,848.73			
	FY2017	\$ 274,627.51			
	FY2016	\$ 150,773.82			
	FY2015	\$ 224,798.23			
	FY2014	\$ 124,997.85			

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

423 - SNOW & ICE																														
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req																								
	FY2013 \$ 200,218.95																													
014232-530000	SNOW & ICE - PROF/TECH SERVICES Police Details during snow removal operations	\$6,630.26	\$500.00	\$706.14	\$5,000.00																									
014232-534001	SNOW & ICE - TELEPHONE		\$999.00																											
014232-542000	SNOW & ICE - SUPPLIES & MATERIALS Mailbox replacements, and also sprinkler system repairs and lawn repairs caused by sidewalkplow.	\$1,878.93	\$1,000.00	\$95.17	\$1,000.00																									
014232-548000	SNOW & ICE - VEHICULAR SUPPLIES Parts and materials for repairing vehicles and equipment	\$40,934.10	\$9,000.00	\$14,967.31	\$20,000.00																									
014232-548001	SNOW & ICE - MOTOR FUEL Fuel and Lubricants	\$9,013.00	\$7,000.00		\$10,000.00																									
014232-549000	SNOW & ICE-FOOD/FOOD SRVC SUPPLIES	\$1,616.03	\$200.00	\$141.40	\$1,500.00																									
014232-553004	SNOW & ICE - SAND AND GRAVEL		\$22,605.00		\$1.00																									
014232-553005	SNOW & ICE - SALT AND CALCIUM Salt and Calcium: Line Item History	\$164,166.19	\$119,630.00	\$2,260.00	\$100,000.00																									
	<table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: right;">Cost/Ton</th> <th style="text-align: right;">Tons Used</th> <th style="text-align: right;">Annual Cost</th> </tr> </thead> <tbody> <tr> <td>FY2014</td> <td style="text-align: right;">\$ 47.20</td> <td style="text-align: right;">4170.601</td> <td style="text-align: right;">\$ 196,852.35</td> </tr> <tr> <td>FY2015</td> <td style="text-align: right;">\$ 59.98</td> <td style="text-align: right;">3724.162</td> <td style="text-align: right;">\$ 223,375.22</td> </tr> <tr> <td>FY2016</td> <td style="text-align: right;">\$ 65.80</td> <td style="text-align: right;">2289.007</td> <td style="text-align: right;">\$ 150,662.24</td> </tr> <tr> <td>FY2017</td> <td style="text-align: right;">\$ 53.50</td> <td style="text-align: right;">3258.694</td> <td style="text-align: right;">\$ 174,340.13</td> </tr> <tr> <td>FY2018</td> <td style="text-align: right;">\$ 45.20</td> <td style="text-align: right;">3248.840</td> <td style="text-align: right;">\$ 146,847.58</td> </tr> </tbody> </table>		Cost/Ton	Tons Used	Annual Cost	FY2014	\$ 47.20	4170.601	\$ 196,852.35	FY2015	\$ 59.98	3724.162	\$ 223,375.22	FY2016	\$ 65.80	2289.007	\$ 150,662.24	FY2017	\$ 53.50	3258.694	\$ 174,340.13	FY2018	\$ 45.20	3248.840	\$ 146,847.58					
	Cost/Ton	Tons Used	Annual Cost																											
FY2014	\$ 47.20	4170.601	\$ 196,852.35																											
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FY2017	\$ 53.50	3258.694	\$ 174,340.13																											
FY2018	\$ 45.20	3248.840	\$ 146,847.58																											
014232-558011	SNOW & ICE - OPERATING SUPPLIES Miscellaneous items	\$7,019.39	\$950.00		\$950.00																									
014232-585001	SNOW & ICE - VEH/VEHICULAR EQPMNT	\$16,443.44	\$1.00	\$8,385.34	\$1.00																									
014232-585013	SNOW & ICE - NON-VEHICULAR EQPMNT	\$6,067.58	\$1.00	\$2,153.54	\$1.00																									
EXPENSES Total:		\$603,027.71	\$235,080.00	\$40,976.30	\$247,840.00																									
SNOW & ICE Total:		\$772,237.15	\$389,440.00	\$57,107.45	\$389,440.00																									

**Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget**

425 - VEHICLE MAINTENANCE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
014251-511002	VEHICLE MAINT -SUPERVISORY SALARIES		\$68,474.00	\$32,358.08	\$82,051.00	

The position of Mechanic Foreman was changed in July of 2018 to Fleet Maintenance Foreman (FMF) due to establishing the Vehicle Maintenance Department budget which now includes all of the maintenance for the entire Town's fleet (except MMELD). As such, he along with the Emergency Vehicle Technician (EVT) are required per their Job Descriptions to obtain the following certifications:

The number of Certifications needed for each level is as follows:

Fire Apparatus Technician: Level 1		2 ASE and 2 EVT	
Ambulance Technician: Level 1	2 ASE and 2 EVT		
Law Enforcement Technician	6 ASE and 1 EVT	15 total	must be obtained by July 2020
Fire Apparatus Technician: Level 11	3 ASE and 2 EVT		
Ambulance Technician: Level 11	3 ASE and 2 EVT	10 total	must be obtained by July 2021
Fire Apparatus Technician: Master Level III Fire Apparatus Technician	2 ASE and 2 EVT		
Ambulance Technician: Master Level Ambulance Technician	3 ASE and 1 EVT	8 total	must be obtained by July 2023

AFSCME Contract - 2% added to base rate

Waite-Fleet Maintenance Foreman Step 7

FY2020 Rate=	\$ 34.43
Welding Cert:	\$ 0.72
EVT/ASE Certs:	\$ 1.75 (7 currently)
Anticipated	\$ 2.00 8 certs
Longevity= \$525.00	\$ 0.25
Total Base Rate=	\$ 39.15
Weekly=	\$ 1,566.00
Annual=	\$ 81,432.00
Accrual=	\$ 626.40
Employee Total=	\$ 82,050.40

FTE: 1.0

014251-511005	VEHICLE MAINT-PUBLIC WORKS SERVICES		\$114,871.00	\$37,720.64	\$189,705.00	
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The position of Emergency Vehicle Technician (EVT) was added in July of 2018 due to establishing the Vehicle Maintenance Department budget which now includes all of the maintenance for the entire Town's fleet (except MMELD). Please see Supervisory Line item for Explanation of Certifications needed

AFSCME Contract - 2% added to base rate

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

425 - VEHICLE MAINTENANCE		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	McBride -Emergency Vehicle Technician	Step 5					
	FY2020 Rate=	\$ 28.23					
	Welding Cert:	\$ 0.72					
	EVT Certs:	\$ 4.00	(16 certificates as of 11/16/2018)				
	Anticipated	\$ 1.50	6 additional certifications				
	Longevity	\$ 0.00					
	Total Base Rate=	\$ 34.45					
	Weekly=	\$ 1,378.00					
	Annual=	\$ 71,656.00					
	Accrual=	\$ 551.20					
	Employee Total=		\$ 72,207.20				
	This employee is required to have only Law Enforcement Certification which requires 6 ASE and 1EVT certifications.						
	Rockwood -Automotive/Heavy Equipment Technician	Step 4					
	FY2020 Rate=	\$ 27.33					
	Welding Cert:	\$.72	(Employee does not currently have his welding certification but is expected to receive it during this current FY)				
	EVT Certs:	\$ 0.25	(1 currently)				
	Anticipated	\$ 1.50	6 additional certifications to achieve Law Enforcement Certification				
	Longevity	\$ 0.00					
	Total Base Rate=	\$ 29.80					
	Weekly=	\$ 1,192.00					
	Annual=	\$ 61,984.00					
	Accrual=	\$ 476.80					
	Employee Total=		\$ 62,460.00				
	New Hire:						
	FY 2020 Rate:	\$ 26.46	Step 3				
	Weekly	\$ 1,058.40					
	Annually	\$ 55,036.80					
	FTE: 3.0						
014251-512001	VEHICLE MAINTENANCE - SEASONAL SERV		\$22,973.00	\$14,369.96	\$22,973.00		
	Part time Automotive Heavy Equipment Technician to work 960 hours per year at \$23.93 per hour				\$22,972.80		

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

425 - VEHICLE MAINTENANCE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
014251-513038	VEHICLE MAINTENANCE- UNSCHED OT		\$5,000.00	\$4,312.10	\$7,500.00	
014251-514008	VEHICLE MAINT - OUT OF GRADE PAY			\$217.28	\$1,000.00	
	This covers the increase in rate per hour for the Emergency Vehicle Technician who assumes the duties of the Foreman in the Foreman's absence.					
PERSONAL SERVICES Total:			\$211,318.00	\$88,978.06	\$303,229.00	
014252-524003	VEHICLE MAINT-REP & MAINT EQUIP FIRE		\$68,000.00	\$18,579.38	\$28,000.00	
	This budget was just established in FY 2019, so a number of line item in this budget are being reallocated based current needs and expenditures for the first six months.					
	This line item covers the repairs and maintenance to all of the Fire Department vehicles by outside vendors. When this line itme was in the Fire budget it was funded at \$68,000.00. However now that a majority of the outside work is now being done inhouse through this budget we are moving \$34,500 to Vehicle Parts and Supplies. The \$28,000 that willl remain in this line item will cover costs for specialized work that cannot be done inhouse. Also, \$5,500 from this line item is being reallocated to the Repair and Maintenance line item for Ambulance.					
014252-524005	VEHICLE MAINT- R&M EQUIP POLICE			\$650.00	\$7,700.00	
	The amount of \$ 30,744 was transferred to the Vehicle Maintenance budget from the Police line item Vehicle Parts and Supplies when establishing this budget. There was no funding transfered into the Repairs and Maintenance-Police line item. We are moving \$7,700.00 of the \$34,744 into this line item to cover any repairs that may need to be done by outside vendors.					
014252-524008	VEHICLE MAINT - REPAIR EQUIP-AMB		\$4,500.00	\$6,165.47	\$10,000.00	
	Covers repair to outside vendors for Ambulance repairs. (Line item increase is funded from the Repairs and Maintenance-Fire line item reduction)					
014252-524011	VEHICLE MAINT-REP & MAINT EQP HWY		\$55,000.00	\$23,378.82	\$55,000.00	
	Costs for repairs to Highway fleet done by outside vendors					
014252-524017	VEHICLE MAINT - ANNUAL MAINT CONT		\$2,000.00	\$3,412.15	\$3,500.00	
	This line item is requested to be increased:					
	Dossier Vehicle Maintenance software which tracks all of the repairs and maintenance on the Town fleet				\$ 2,600	
	Parts Scanner				\$ 800	
014252-524019	VEHICLE MAINT-FUEL DEPOT MAINT.		\$1,000.00	\$-675.52		
	This line item is being removed from this budget and funded in the Town Motor Fuel budget.					
014252-524027	VEH MAINT-REP & MAINT EQ PUB BLDGS				\$1,000.00	
	Repairs to the three Public Buildings vehicles by outside vendors					

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

425 - VEHICLE MAINTENANCE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
014252-524028	VEH MAINT-REP & MAINT EQUIP INSPECT Repairs to the Building Department Vehicles by outside vendors				\$500.00	
014252-524029	VEH MAINT-REP & MAINT EQUIP MEMA Repairs to the MEMA vehicle by outside vendors				\$300.00	
014252-524030	VEH MAINT-REP & MAINT EQ DPW ADMIN Repairs to the Town Engineer's vehicle by outside vendors .				\$500.00	
014252-524031	VEH MAINT-REP & MAINT EQUIP OTHER Repairs to any "other" department vehicles which are not named specifically in a line item.					
014252-527000	VEHICLE MAINT-RENTALS & LEASES The original line item in the Highway budget was funded at \$16,000. When this line item was broken out, \$10,000 was put in this budget and \$6,000 was left in the Highway line item. It should have been the other way around so we are reducing this to \$6,000 and increasing the Highway to \$10,000 The mechanics uniform rental and any specialty tools are funded in this line item.		\$10,000.00	\$1,693.28	\$6,000.00	
014252-530008	VEHICLE MAINT-TRAINING SEMINARS OSHA and Safety Training. Also training on the Dossier system for existing staff and new employees		\$3,000.00	\$1,255.55	\$18,000.00	
	Classes for EVT certifications: There are a number of training classes that must be attended in order obtain the required Emergency Vehicle Certifications needed for the FMF and the EVT personnel. The cost per EVT class is \$450.00 (not including the cost of the test) and most of these classes are only held out of state, which requires transportation, lodging and meal expenses in addition to the cost of the classes.					
	EVT/ASE Training		\$ 15,000.00			
	Line Item Total:		\$ 18,000.00			
014252-548000	VEHICLE MAINT-VEHIC SUPP-PUB SAFETY This line item will not be funded. We have split this line into two new line items: Vehicle Parts and Supplies-Police and Vehicle Parts and Supplies-Fire to better track the expenditures.		\$52,744.00	\$36,964.82		
014252-548003	VEH MAINT - VEHICLE SUPPLIES POLICE Cost for the parts and supplies for working done on all of the Police Department fleet. (In FY 2019, \$30,744 was transferred from the Police budget to this budget. For better accounting purposes we are keeping \$23,044 in this line item and funding the Repairs and Maintenance line item with the difference of \$7,700)				\$23,044.00	
014252-548004	VEH MAINT - VEHICLE SUPPLIES FIRE Costs associated with the purchase of parts and supplies for the Fire Department fleet. (This line item is replacing the Vehicle parts and Supplies-Public Safety line				\$19,000.00	

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

425 - VEHICLE MAINTENANCE							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	item)						
014252-548005	VEH MAINT - VEHICLE SUPP AMBULANCE Parts and supplies for Ambulance repairs				\$2,000.00		
014252-548008	VEHICLE MAINT - VEHIC. SUPPLIES-HWY Cost of supplies and materials for the Highway Division fleet and equipment		\$69,000.00	\$63,072.99	\$69,000.00		
014252-548009	VEHICLE MAINT - VEHIC OP SUPPLIES This line item covers all of the miscellaneous vehicle parts and supplies that are purchased for stock such as bulbs, fuses, etc. used by the Town fleet		\$10,000.00	\$7,439.97	\$10,000.00		
014252-548019	VEH MAINT-PARTS & SUPPLIES PUB BLDG Supplies and parts for Public Buildings vehicles				\$2,000.00		
014252-548020	VEH MAINT-PARTS & SUPPL INSPECT Supplies and parts for Building Inspections vehicles.				\$2,000.00		
014252-548021	VEH MAINT - PARTS & SUPPLIES MEMA Supplies and parts for MEMA vehicles				\$700.00		
014252-548022	VEH MAINT-PARTS & SUPPL DPW ADMIN Supplies and parts for Engineers vehicle				\$1,000.00		
014252-548023	VEH MAINT-PARTS & SUPPLIES - OTHER Supples and parts for any "other" department vehicles which may periodically require service or parts						
014252-553009	VEHICLE MAINT - MECHANIC'S TOOLS Purchase of tools for Vehicle Maintenance		\$8,000.00	\$9,279.39	\$8,000.00		
014252-558006	VEHICLE MAINT -UNIFORM/PROTECT GEAR Purchase of tee shirts, sweatshirts, jackets, rainsuits, safety goggles and any other miscellaneous safety apparel for the personnel.		\$6,000.00	\$1,397.42	\$6,000.00		
014252-558011	VEHICLE MAINT - OPERATING SUPPLIES Miscellaneous supplies such as spill pads, rags, etc. that are required for everyday operations but are not classified elsewhere in the budget.		\$3,000.00	\$4,515.74	\$3,000.00		
014252-558012	VEHICLE MAINT - BOOKS/REFERENCES Reference and instruction manuals both written and digital		\$300.00		\$500.00		
014252-573100	VEHICLE MAINT - PROF DEVELOPMENT Cost to purchase another license for the Dossier Vehicle Maintenance Tracking system for the Police Department. This is the system used by the VM personnel to track all of the repairs to the Town fleet. This will enable the Police to see all of the maintenance that has been done or is due to be done on all of the cruisers and other motorized vehicles.		\$250.00	\$731.34	\$900.00		
EXPENSES Total:			\$292,794.00	\$177,860.80	\$277,644.00		
VEHICLE MAINTENANCE Total:			\$504,112.00	\$266,838.86	\$580,873.00		

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

429 - TOWN MOTOR FUEL

Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
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014292-524019	TOWN MOTOR FUEL - FUEL DEPOT MAINT				\$1,000.00		
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Town Motor Fuel Budget: This budget was established in FY2019. Below is an actual history of fuel costs/usage to each department for July through November of the current year :

	Appropriation	Avg Cost per Month Based on Appropriation	July	August	September	October	November
Public Buildings	\$ 3,790.00	\$ 316.00	\$ 382.54	\$ 506.85	\$ 385.12	\$ 350.88	
Police	\$59,350.00	\$ 4,945.00	\$5,931.62	\$6,424.71	\$5,967.63	\$5,935.35	
Fire	\$17,434.00	\$ 1,452.00	\$1,899.24	\$2,252.16	\$1,741.53	\$2,121.05	
EMS	\$ 1,164.00	\$ 930.00	\$1,350.52	\$1,165.60	\$1,074.63	\$1,180.80	
Building Depart	\$ 872.00	\$ 73.00	\$ 119.62	\$ 79.51	\$ 93.05	\$ 129.28	
MEMA	\$ 875.00	\$ 73.00	\$ 176.56	\$ 71.95	\$ 47.09	\$ 120.24	
Engineer	\$ 480.00	\$ 40.00	\$ 39.27	\$ 69.95	\$ 44.15	\$ 73.08	
Highway	\$ 40,902.00	\$ 3,409.00	\$5,272.44	\$4,923.60	\$4,546.53	\$4 ,914.48	

The amount appropriated to each line item was the actual expenditure for FY2017. The cost per gallon (unleaded regular) difference per month

	2016 (FY17)	2018 (FY19)	Cost per Gallon Increase
July	\$ 1.645	\$2.45	\$.80
August	\$ 1.678	\$2.46	\$.78
September	\$ 1.699	\$2.46	\$.76
October	\$ 1.710	\$2.34	\$.63
November	\$ 1.872	\$2.22	\$.35

Line item has been moved from the Vehicle Maintenance Budget to this budget. Covers the cost for any needed repairs to the depot. The amount of .05 per each gallon is charged to each department at the end of the month with the gasoline charges.

014292-548010	TOWN MOTOR FUEL - DPW PUB BLDGS	\$3,790.00	\$1,732.14	\$3,790.00
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Public Buildings use history:

	Gallons	Cost
FY2015	1,533	\$ 3,200.10
FY2016	1,811	\$ 3,036.90
FY2017	1,848	\$ 3,679.60
FY2018	2,438	\$ 5,509.46
FY 2019		

014292-548011	TOWN MOTOR FUEL - POLICE	\$59,350.00	\$26,122.35	\$59,350.00
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Police Gas & Lubricants

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

429 - TOWN MOTOR FUEL						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
014292-548012	TOWN MOTOR FUEL - FIRE		\$17,434.00	\$8,330.07	\$17,434.00	
014292-548013	TOWN MOTOR FUEL - EMS		\$11,164.00	\$4,998.46	\$11,164.00	
014292-548014	TOWN MOTOR FUEL - REG. & INSPECT		\$872.00	\$448.26	\$872.00	
014292-548015	TOWN MOTOR FUEL - MEMA		\$875.00	\$449.54	\$875.00	
014292-548016	TOWN MOTOR FUEL - DPW ADMIN/ENG		\$480.00	\$237.95	\$480.00	
014292-548017	TOWN MOTOR FUEL - DPW HIGHWAY		\$40,902.00	\$41,963.91	\$40,902.00	
014292-548018	TOWN MOTOR FUEL-BULK FUEL PURCHASES					
	This line item is for the purchase of gasoline & diesel fuel and any bulk item lubricant purchases such as oil, brake kleen, ect. This line item has a \$0 appropriation as each department or division are billed on a monthly basis for gas and other lubricants, which offsets this line item.					
EXPENSES Total:			\$134,867.00	\$84,282.68	\$135,867.00	
TOWN MOTOR FUEL Total:			\$134,867.00	\$84,282.68	\$135,867.00	

Town of Mansfield
Expenditure Budget Report
FY20 Operating Budget

512 - BOARD OF HEALTH						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
015121-511001	BOH - MANAGEMENT SALARIES 2% annual salary increase	\$82,095.36	\$86,306.00	\$39,503.74	\$88,368.00	
PERSONAL SERVICES Total:		\$82,095.36	\$86,306.00	\$39,503.74	\$88,368.00	
015122-529013	HEALTH - HAZARDOUS WASTE COLLECTION The HHW day held in 2018 was severely underfunded. Additional funding will allow for a more successful household hazardous waste day.	\$8,795.24			\$20,000.00	
015122-530000	BOH - PROF/TECH SERVICES MoJin Solutions, LLC, of Westwood, MA, will be contracting with the Health Department to do food service inspections.				\$20,000.00	
015122-530008	BOH - TRAINING SEMINARS Training and Seminars are required to maintain several of my licenses, including Registered Sanitarian and certified Soil Evaluator. These are essential to keep up to date on public health education, policy, and emerging topics.	\$390.00	\$1,200.00	\$900.00	\$1,200.00	
015122-530011	BOH - ADVERTISING Public notices related to changing regulations need to run in local newspapers	\$39.10	\$200.00	\$38.85	\$200.00	
015122-530029	BOH - TOBACCO COMPLIANCE CHECK For FY2020, it is anticipated that tobacco control costs will be covered by a grant issued several years ago. After FY20, additional funding will need to be allocated to compliance checks.					
015122-534001	BOH - TELEPHONE	\$179.88	\$250.00	\$74.95	\$250.00	
015122-534005	BOH - PRINTING Printing includes business cards, inspection reports, and educational materials.	\$50.00	\$150.00		\$150.00	
015122-534008	BOH - COMMUNITY HEALTH All public health nursing is covered by Community VNA. They have increased their services 2% from FY19.	\$26,688.00	\$27,222.00	\$13,611.00	\$27,766.00	
015122-542000	BOH - OFFICE SUPPLIES Office supplies: pens, paper, etc.	\$52.40	\$350.00		\$150.00	
015122-558006	BOH - UNIFORM/PROTECTIVE GEAR As per union contract, \$450 clothing and personal protective equipment allowance	\$329.50	\$400.00		\$450.00	
015122-558011	BOH - OPERATING SUPPLIES Additional tools are needed for inspections		\$150.00		\$150.00	
015122-571000	BOH - TRANSPORTATION	\$1,006.54	\$1,300.00	\$424.28	\$1,300.00	
015122-573100	BOH - PROF DEVELOPMENT	\$878.00				
EXPENSES Total:		\$38,408.66	\$31,222.00	\$15,049.08	\$71,616.00	
BOARD OF HEALTH Total:		\$120,504.02	\$117,528.00	\$54,552.82	\$159,984.00	

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541 - SENIOR CITIZENS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
015411-511001	SR CITIZENS - MNGMNT SALARIES 511001 Management Salaries Surprenant, Debra Director USW Supervisory, Grade G, Step 3 HOURS WKD 37.50 WKS 52.00, FIRST RATE - \$1,314.82, FY20 SALARY \$68,370.64, 53RD WK \$262.96, FY2020 Total Request	\$65,340.89	\$68,634.00	\$31,292.52	\$68,634.00		
		\$68,633.60					
015411-511002	SR CITIZENS - SUPERVISORY SALARIES 511002 Supervisory Salaries Madrazo, Josephine Assistant Director USW Non-Supervisory Grade C, Step 3 HRS WRKED 37.50 WKS 52.00 1ST RATE \$1,117.49 FY20 SALARY \$58,109.48 53RD WK \$223.50 Total Request -	\$56,979.00	\$58,333.00	\$29,371.23	\$58,333.00		
						\$58,332.98	
015411-511003	SR CITIZENS - TECH SUPPORT 511003 Tech Support Employee Full-time Boldrighini, Lynette Outreach Worker USW Non-Supervisory Grade A, Step 6/3 HRS/WRKED 37.50 WKS 52.00 1ST RATE \$1,050.00 FY20 SALARY \$54,600.00 53RD WK \$210.00 REQUEST- \$54,810.00 Part-time Positions Employee Kimmel, Rose McGinty Outreach Worker USW Non-Supervisory	\$89,269.53	\$110,426.00	\$36,014.16	\$110,426.00		

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541 - SENIOR CITIZENS		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
	Grade A, Step 1 HRS WRKED 20.00 WKS 52.00 FIRST RATE \$23.16 (per hour) FY20 SALARY \$24,086.40 53RD WEEK \$92.64 REQUEST- \$24,179.04						
	New Position Part-time Maribel Pergola Activities & Volunteer Coordinator USW Non-Supervisory Grade A Step 1 HRS WRKED 26.00 WKS 52.00 1ST RATE \$23.16. (per hour) FY20 SALARY- \$31,312.32 53RD WK- \$138.96 REQUEST- \$31,432.75						
	FY20 TOTAL REQUEST-\$110,421.79						
015411-511004	SR CITIZENS - SECRETARIAL/CLERICAL 511004 Secretarial/Clerical	\$27,664.00	\$28,054.00	\$13,242.15	\$28,614.00		
	Baroncelli, Louise Secretary/Clerk USW Non-Supervisory Grade A, Step 6/5 HRS WRKED 19.00 WKRS 52.00 1ST RATE \$28.85(rate per hr) 53RD WK \$109.63 FY20 SALARY - \$28,503.80						
	Total Request - \$28,613.43						
015411-512001	SR CITIZENS - TEMPORARY SUPPORT	\$28,168.70			\$42,351.00		
	EMPLOYEE JOB TITLEUNION/ NON-UNION	HRS WRKED	WKS	1st Rate RATE	FY2019 SALARY	53RD WK RATE	FY2019 TOTAL
	512001 Seasonal						

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541 - SENIOR CITIZENS						
Account Number	Account Description		FY2018 Exp	FY2019	FY2019 Exp	FY2020 Dept
				Budgeted		Requested
						FY2020
						Mgr Req
						FY2020
						Adopted
	Allen, Kathleen Meals Delivery Driver	20.00	52.00	\$15.00	\$15,600.00	\$15,600.00
	*Maxwell, Donald Substitute Meals Driver/Medical Escort Driver	5.00	52.00	\$13.00	\$3,380.00	3, 800.00
	Kilgallon, Maureen Meals Site Aide	7.00	52.00	\$13.00	\$4,732.00	
	Butler, Phyllis Nutrition Coordinator	11.50	52.00	\$13.00	\$7,638.80	
	Maderia, Kristen COA Services Coordinator	12.50	40.00	\$22.00	\$11,000.00	
					Total=108.75	
	Total Request					18,980.00
					*\$42,350.80	
015411-514006	SR CITIZENS - LONGEVITY		\$2,507.00	\$2,092.00	\$1,617.00	\$1,592.00
	511001 Management Salaries Surprenant, Debra Director, USW Supervisory Grade G, Step 3 Hire Date 11/13/1995 Longevity Date 11/15/2019 Yrs of Service 24.04 Longevity- \$625.00					
	511003 Tech Support Boldrighini, Lynette Outreach Worker, USW Non-Supervisory Grade A, Step 6/3 Hire Date- 9/15/2005 Longevity Date-11/15/2019 Yrs of Service-14.18 Longevity- \$475.00					
	Kimmel, Rose McGinty Outreach Worker, USW Non-Supervisory Grade A, Step 1 Hire Date- 6/11/2012 Longevity-11/15/2019 Yrs of Service- 7.43 Longevity- \$213.00					
	511004 Secretarial/Clerical					

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541 - SENIOR CITIZENS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
	Baroncelli, Louise Secretary/Clerk USW Non-Supervisory, Grade A, Step 6/5 Hire Date-6/10/1996 Longevity Date-11/15/2019 Years of Service-23.45 Longevity- \$304.00						
	TOTAL REQUESTED- \$1,592.00						
015411-514007	SR CITIZENS - SICK LEAVE INCENTIVE Union/Non-Union Sick Time Buy Back incentive	\$2,731.05	\$4,000.00		\$4,000.00		
015411-519005	SENIOR CITIZENS-SICK LV BUY RETIRE	\$51.71					
015411-519011	SENIOR CITIZENS-VAC BUY BACK RETIRE	\$9,450.01					
PERSONAL SERVICES Total:		\$282,161.89	\$271,539.00	\$111,537.06	\$313,950.00		
015412-521001	SR CITIZENS - ELECTRICITY COA's 1/3 of the heating bill that is shared with the Library.	\$7,339.84	\$12,115.00	\$3,648.12	\$12,115.00		
015412-521003	SR CITIZENS - HEAT COA's 1/3 of the heating cost for shared with the library.	\$3,615.80	\$4,200.00	\$588.07	\$4,200.00		
015412-523001	SR CITIZENS - SEWER/WATER CHARGES COA's 2/3 cost for sewer and water sharded with the library.	\$1,663.54	\$2,205.00	\$1,218.26	\$2,205.00		
015412-527000	SR CITIZENS - RENTALS AND LEASES Ricoh copier maintenance and lease. Cost for mailing service through Lorton data for bulk mail (monthly newsletters)	\$4,154.76	\$4,488.00	\$1,522.74	\$4,488.00		
015412-534003	SR CITIZENS - POSTAGE/DELIVERY cost of postage for one year		\$576.00	\$592.00	\$576.00		
015412-538009	SR CITIZENS - SPECIALIZED SERVICES Specialized Services includes the following programs: Wellness Programs:Arthritis Exercise, Tai Chi for Arthritis, Aeorobic, Zumba Gold, Strength/Balance/ Endurance, Yoga, Line Dancing, Core and More. \$20,460.00 -Art Class \$2,680.00 -Specialized Luncheons \$2,100.00 Total requested \$25,240.00	\$19,167.91	\$25,240.00	\$10,111.12	\$25,240.00		

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541 - SENIOR CITIZENS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
015412-542000	SR CITIZENS - OFFICE SUPPLIES office supplies as needed.	\$3,390.16	\$4,000.00	\$1,553.41	\$4,000.00		
015412-549000	SR CITIZENS - FOOD/FOOD SRVC SUPPLS Supplies for the kitchen and special luncheon events.	\$2,239.28	\$2,900.00	\$395.92	\$2,900.00		
015412-570000	SENIOR CITIZENS - MISCELLANEOUS EXP						
015412-570023	SENIOR CITIZENS - GATRA PASSES This account is a holding account for the money we receive for GATRA tickets. We submit a request when we run out of tickets to GATRA They send them with an invoice. I submit the invoice through the warrant process. A check submitted through the warrant process and sent to GATRA As tickets are sold I submit a turnover slip with GATRA money into the General Fund.			\$4,990.00	\$9,000.00		
015412-571000	SR CITIZENS - TRANSPORTATION Travel reimbursement for business only.	\$1,099.09	\$3,000.00	\$178.20	\$3,000.00		
015412-573100	SR CITIZENS - PROF DEVELOPMENT memberships and training		\$900.00	\$30.00	\$900.00		
EXPENSES Total:		\$42,670.38	\$59,624.00	\$24,827.84	\$68,624.00		
SENIOR CITIZENS Total:		\$324,832.27	\$331,163.00	\$136,364.90	\$382,574.00		

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543 - VETERANS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
015431-511001	VETERANS - MANAGEMENT SALARIES 2% Increase for FY20: Grade D, Step 4 = \$66,435.98	\$62,030.18	\$65,385.00	\$29,067.85	\$66,436.00		
015431-511003	VETERANS - TECHNICAL SUPPORT Graves registration officer. Lou Giovino (\$110 per month)	\$1,430.00	\$1,320.00	\$550.00	\$1,320.00		
PERSONAL SERVICES Total:		\$63,460.18	\$66,705.00	\$29,617.85	\$67,756.00		
015432-530008	VETERANS - TRAINING SEMINARS MVSOA Winter Conf. \$675; MVSOA Summer Conf. \$675; 8 monthly MVOSA Eboard/Legislative mtgs in Leominster \$62.50 ea/\$500 yr; SEMVSOA Qtrly mtgs \$60 ea/\$240 yr; MVSOA dues \$50; SEMVSOA dues \$35.	\$1,737.98	\$2,175.00	\$330.82	\$2,175.00		
015432-534005	VETERANS - PRINTING Brochures, fliers, handouts, postcards, labels for events and outreach.	\$87.71	\$100.00		\$200.00		
015432-542000	VETERANS - OFFICE SUPPLIES General office supplies and equipment.	\$249.70	\$250.00		\$300.00		
015432-558012	VETERANS - BOOKS/REFERENCES VA-NVS annual licensing software VetraSpec. Increasing by \$50 in 2019-20.	\$399.00	\$450.00		\$500.00		
015432-570000	VETERANS - MISCELLANEOUS EXPENSES General misc items not covered elsewhere or anticipated, add'l outreach, flags, promos, pins, coins, etc.	\$580.72	\$750.00		\$750.00		
015432-573100	VETERANS - PROF DEVELOPMENT VA-NVS annual nat'l service officer training accreditation in Annapolis, MD.	\$1,752.61	\$1,825.00	\$956.67	\$1,825.00		
015432-577000	VETERANS - VETERANS BENEFITS MA Chapter 115 Benefits for veterans/widows. Approximately 75% reimbursed back to town 1 year later.	\$142,324.89	\$150,000.00	\$63,197.59	\$140,000.00		
015432-578010	VETERANS - CARE OF SOLDIERS GRAVES US flags, grave markers, medallions for veterans graves. Approx. \$1,500 for US flags reimbursed from MA 1 year later.	\$2,444.44	\$2,500.00	\$686.80	\$3,000.00		
015432-578011	VETERANS - PATRIOTIC HOLIDAYS Memorial Day, Veterans Day, Patriotic events (incl. food, flags, pins, giveaways, etc.) VFW contributes approx. \$1,000 to offset costs.	\$2,696.33	\$3,000.00	\$1,758.03	\$3,000.00		
EXPENSES Total:		\$152,273.38	\$161,050.00	\$66,929.91	\$151,750.00		
VETERANS Total:		\$215,733.56	\$227,755.00	\$96,547.76	\$219,506.00		

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549 - SOCIAL SERVICES						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
015491-511002	SOCIAL SRVCS - SUPRVSRY SALARIES 511002 Supervisory Salaries Gregory, Sharita Social Worker Non-Supervisory, Grade C, Step 1 HRS WRKED 37.50 WKS-52.00 1st RATE-\$1027.69 FY20 SALARY-53,439.88 53rd WK-\$205.54 Total requested \$53,645.42	\$48,639.40		\$24,489.53	\$53,646.00	
015491-512001	SOCIAL SRVCS - TEMPORARY SUPPORT Maderia, Kristen COA Services Coordinator, part-time non-union HRS WRKED-12.50 WKS-40.00 FY2020 SALARY- \$22.00 PER HR FY20 \$11,000.00 TOTAL REQUESTED \$11,000.00	\$9,314.09	\$13,657.00	\$3,316.50	\$11,000.00	
015491-514007	SOCIAL SRVCS - SICK LEAVE INCENTIVE Sick time buy back incentive.		\$100.00		\$100.00	
015491-519005	SOCIAL SVCS-SICK LV BBACK AT RETIRE n/a	\$58.87				
015491-519006	SOCIAL SRVCS - STIPENDS Compensation given to the director for management of the social service staff and program.	\$3,999.84	\$4,000.00	\$1,830.71	\$4,000.00	
015491-519011	SOCIAL SVCS - VAC BUYBACK AT RETIRE n/a	\$5,502.49				
PERSONAL SERVICES Total:		\$67,514.69	\$17,757.00	\$29,636.74	\$68,746.00	
015492-530008	SOCIAL SRVCS - TRAINING SEMINARS Cost for Workshops and conferences.		\$135.00		\$135.00	
015492-538009	SOCIAL SRVCS - SPECIALIZED SRVCS necessities fund for families - grocery store gift cards, train fare etc.		\$200.00	\$72.22	\$200.00	

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549 - SOCIAL SERVICES						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
015492-542000	SOCIAL SRVCS - OFFICE SUPPLIES Social Services Office Supplies	\$427.36	\$500.00		\$500.00	
015492-573100	SOCIAL SRVCS - PROF DEVELOPMENT professional development workshops or seminars for Social Services		\$100.00		\$100.00	
EXPENSES Total:		\$427.36	\$935.00	\$72.22	\$935.00	
SOCIAL SERVICES Total:		\$67,942.05	\$18,692.00	\$29,708.96	\$69,681.00	

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550 - MUNICIPAL BLDG COMMTEE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
015502-534005	MUNIC BLD CMMTEE - PRINTING This budget is for any MBC printing needs.		\$500.00		\$500.00	
015502-542000	MUNIC BLD CMMTEE - OFFICE SUPPLIES This budget is for any MBC office supplies needed.		\$250.00		\$250.00	
EXPENSES Total:			\$750.00		\$750.00	
MUNICIPAL BLDG COMMTEE Total:			\$750.00		\$750.00	

Town of Mansfield
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610 - LIBRARY							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
016101-511001	LIBRARY - MANAGEMENT SALARIES Library Director Supervisory Union Grade I, Step 5	\$81,072.26	\$83,014.00	\$37,855.91	\$87,152.00		
016101-511002	LIBRARY - SUPERVISORY SALARIES Reference Librarian Step 2 50046.19 Open Children's Librarian Positions budgeted at step 3 52573.97	\$113,364.67	\$115,361.00	\$49,940.33	\$101,837.00		
016101-511003	LIBRARY - TECH SUPPORT Darcy Bramley, Sr. Library technician step 3 plus Sat. Diff. Melissa Chase, Libr. Technician step 1 Karen Foley, " " " Carolyn Frederickson, Substitute Library Tech. Nicole Garufi, Library Technician step 1 Plus Sat. Diff Lorrie Jenkins, Subst. Library Tech. Deborah Koppy, Library Technician, step 10 Kristen Lyle, Part Time Reference Librarian Daniel O'Connell, Library Page Mary Plummer, P/T Childrens Librarian, step 1 Wilayna Putterman, Library page Avery Ross, Library Page Katherine Schacht, Sr. Lib. Technician, step Kimberly Semedo, Library Tech, Step 6 Elizabeth Watkins, Library Tech, step 4 Kathleen Zaccardi, Libr. techn, step 10	\$271,735.11	\$314,166.00	\$134,081.21	\$314,912.00		
	Total		314,911.62				
016101-514006	LIBRARY - LONGEVITY Catherine Coyne 375.00 Darcy Bramley 425.00 Katherine Schacht 525.00 Total 1,325.00	\$1,050.00	\$1,925.00	\$1,850.00	\$1,325.00		
016101-517000	LIBRARY - EMPLOYEE BENEFITS	\$111,530.76	\$94,618.00	\$66,461.12	\$149,442.00		
PERSONAL SERVICES Total:		\$578,752.80	\$609,084.00	\$290,188.57	\$654,668.00		
016102-521001	LIBRARY - ELECTRICITY	\$17,238.33	\$21,000.00	\$7,383.73	\$21,000.00		
016102-521003	LIBRARY - HEAT	\$7,456.67	\$10,000.00	\$1,221.35	\$10,000.00		

Town of Mansfield
Expenditure Budget Report
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610 - LIBRARY		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
016102-523001	LIBRARY - SEWER/WATER CHARGES	\$1,718.24	\$2,000.00	\$1,206.13	\$2,000.00		
016102-524001	LIBRARY - REPAIR & MAINT EQPMNT	\$6,996.09	\$19,000.00	\$4,120.72	\$10,000.00		
016102-530000	LIBRARY - PROF/TECH SERVICES	\$32,718.55	\$30,000.00	\$19,877.37	\$35,000.00		
016102-530012	LIBRARY - DATA PROCESSING	\$29,567.02	\$30,261.00	\$30,158.36	\$30,781.00		
016102-534001	LIBRARY - TELEPHONE						
016102-534003	LIBRARY - POSTAGE/DELIVERY	\$793.78	\$800.00	\$131.34	\$800.00		
016102-542000	LIBRARY - OFFICE SUPPLIES	\$12,548.34	\$13,500.00	\$6,774.47	\$14,000.00		
016102-558012	LIBRARY - BOOKS/REFERENCES	\$163,743.98	\$175,000.00	\$104,433.55	\$180,000.00		
016102-558017	LIBRARY-LOST MATERIALS REPLACEMENT			\$10.00			
016102-573100	LIBRARY - PROF DEVELOPMENT	\$786.00	\$1,400.00	\$230.00	\$1,500.00		
EXPENSES Total:		\$273,567.00	\$302,961.00	\$175,547.02	\$305,081.00		
LIBRARY Total:		\$852,319.80	\$912,045.00	\$465,735.59	\$959,749.00		

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620 - PARKS & RECREATION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
016201-511001	PARKS & REC - MNGMNT SALARIES Director- Sherri Gurnon Supervisory Union: Grade G; Step 4 Salary split 2/3rds General Fund, 1/3rd Revolving Fund \$36.67 @37.5 hours per week= \$1,375.13 \$71,498.87 per year + 2 days of accrual of \$550.05= \$72,048.92 Annually: \$72,049 2/3rds = \$48,033	\$44,684.77	\$45,756.00	\$21,334.91	\$48,033.00		
016201-511003	PARKS & REC - TECH SUPPORT Assistant Director- Mary Sellner Non-Supervisory Union: Grade C; Step 4 Salary split 2/3rds General Fund, 1/3rd Revolving Fund \$31.29 @37.5 hours per week= \$1,173.38 \$61,023.28 per year + 2 days of accrual of \$469.35= \$61,492.63 Annually: \$61,493 2/3rds = \$40,995	\$29,161.56	\$26,590.00	\$13,648.40	\$40,995.00		
016201-512001	PARKS & REC - SEASONAL SERVICE Seasonal Park Attendant/Event Preparation & Support May 1-November 30 @19 hours per week	\$10,307.50	\$12,500.00	\$7,315.00	\$12,500.00		
016201-514006	PARKS & REC - LONGEVITY	\$1,200.00	\$1,175.00	\$1,250.00	\$1,250.00		
PERSONAL SERVICES Total:		\$85,353.83	\$86,021.00	\$43,548.31	\$102,778.00		
016202-524017	PARKS & REC - ANNUAL MAINT CONTRCTS Vermont Systems Recreation software annual fee.	\$1,656.00	\$1,700.00	\$1,656.00	\$1,700.00		
016202-530011	PARKS & REC - ADVERTISING Recreation program/event advertising.	\$5,329.86	\$3,000.00	\$1,282.45	\$3,500.00		
016202-534003	PARKS & REC - POSTAGE/DELIVERY		\$300.00	\$50.00	\$300.00		
016202-534005	PARKS & REC - PRINTING Program guide/event printing fees.	\$1,900.60	\$4,000.00	\$2,495.98	\$4,250.00		
016202-535000	PARKS & REC - CULTURAL/REC SUPPORT Summer Entertainment: Movies, Arts in the Park, Concerts Police Details: Fishing Derby, Derby Race, Halloween Parade	\$7,658.19	\$9,500.00	\$6,811.63	\$9,500.00		

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620 - PARKS & RECREATION						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
016202-542000	PARKS & REC - OFFICE SUPPLIES Department/Summer Camp office supplies.	\$369.27	\$750.00	\$158.23	\$750.00	
016202-558006	PARKS & REC - UNIFORM/PROTECT GEAR Per union contract, department gear worn at Recreation events/programs.	\$294.95	\$700.00	\$372.78	\$700.00	
016202-558011	PARKS & REC - OPERATING SUPPLIES Annual Tree Lighting Ceremony.		\$1,000.00		\$1,000.00	
016202-573100	PARKS & REC - PROF DEVELOPMENT Workshop/professional member/recreation literature fees.	\$270.00	\$500.00	\$319.62	\$500.00	
EXPENSES Total:		\$17,478.87	\$21,450.00	\$13,146.69	\$22,200.00	
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				
016209-580136	PLYMOUTH ST. PLAYGROUND EQ A13 5/17		\$75,000.00			
ARTICLES Total:		\$130,000.00	\$75,000.00			
PARKS & RECREATION Total:		\$232,832.70	\$182,471.00	\$56,695.00	\$124,978.00	

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650 - HISTORICAL COMMISSION							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
016502-524001	HISTR L CMMSSN - REPR/MAINT BLDG/GRN Historical Commission - Repairs and Maintenance - Buildings and Grounds \$859. Expenses associated with maintaining the Fisher-Richardson House.	\$621.68	\$859.00	\$674.96	\$859.00		
016502-543000	HISTR L CMMSSN - BLDG/EQUIP SUPPLS Historical Commission - Building/Equipment Repairs & Maintenance \$441. Used for the repair, renovation and/or replacement of items such as signs and plaques at Town-owned properties.		\$441.00	\$176.08	\$441.00		
EXPENSES Total:		\$621.68	\$1,300.00	\$851.04	\$1,300.00		
HISTORICAL COMMISSION Total:		\$621.68	\$1,300.00	\$851.04	\$1,300.00		

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690 - ARTS CULTURAL COUNCIL							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
016902-578012	ARTS COUNCIL-ARTS CULTURAL FUNDING	\$2,750.00	\$5,400.00	\$1,250.00	\$6,400.00		
	This budget will match the likely State Grant amount for FY20 and this level of funding will help the Cultural Council pursue a Mansfield Cultural District designation.						
EXPENSES Total:		\$2,750.00	\$5,400.00	\$1,250.00	\$6,400.00		
ARTS CULTURAL COUNCIL Total:		\$2,750.00	\$5,400.00	\$1,250.00	\$6,400.00		

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710 - DEBT PRINCIPAL-NON-EXCLUDED							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
017102-591010	DBT SRVC - STRM WTR PHII SRF CW1-32	\$40,654.91	\$40,717.00	\$40,716.51	\$39,077.00		
017102-591053	PRINCIPAL- ROADS A#9 5/11	\$45,000.00	\$45,000.00		\$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		
017102-591062	PRINCIPAL-DPW SALT SHED 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		\$200,000.00		
017102-591072	PRINCIPAL-RD/BR/SIDEWALK A#11 5/16	\$140,000.00	\$200,000.00	\$90,000.00	\$140,000.00		
017102-591073	PRINCIPAL - RD/BR/SIDEWLK A#11 5/17		\$140,000.00		\$200,000.00		
017102-591074	PRINCIPAL-RD/BRIDGE/SIDES A#9 5/18				\$200,000.00		
017102-591075	PRINCIPAL-RTE 106 OVERPASS A#9 5/18				\$95,000.00		
EXPENSES Total:		\$880,654.91	\$1,075,717.00	\$470,716.51	\$1,369,077.00		
DEBT PRINCIPAL-NON-EXCLUDED		\$880,654.91	\$1,075,717.00	\$470,716.51	\$1,369,077.00		

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711 - LONG TERM INT. - NON EXCLUDED						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
017112-591510	LT INTRST - STRM WTR PHII SRF CW1-3	\$3,974.70	\$3,208.00		\$2,467.00	
017112-591553	INTEREST-ROADS A#9 5/11	\$7,845.00	\$6,945.00	\$3,472.50	\$6,045.00	
017112-591554	INTEREST-SCHOOL TRACK A#10 5/11	\$2,992.50	\$2,593.00	\$1,296.25	\$2,193.00	
017112-591555	INTEREST-ROBINSON WINDOWS A#10 5/11	\$4,210.00	\$3,810.00	\$1,905.00	\$3,410.00	
017112-591562	INTEREST-DPW SALT SHED A#9 5/11	\$100.00				
017112-591565	INTEREST-ROAD IMPROVES A#11 4/12	\$6,840.00	\$6,140.00	\$3,070.00	\$5,440.00	
017112-591566	INTEREST-SCHOOL GYM WALL A#12 4/12	\$6,840.00	\$6,140.00	\$3,070.00	\$5,440.00	
017112-591567	INTEREST-ROBINSON WINDOWS A#16 5/13	\$20,250.00	\$17,250.00	\$9,375.00	\$14,250.00	
017112-591568	INTEREST-RD/BRIDGE MAINT. A#16 5/13	\$17,550.00	\$14,950.00	\$8,125.00	\$12,350.00	
017112-591569	INTEREST-RD/BR/SIDEWALKS A#12 5/14	\$54,000.00	\$46,000.00	\$25,000.00	\$38,000.00	
017112-591570	INTEREST-RD/BR/SIDEWALKS A#12 5/15	\$72,000.00	\$62,000.00	\$31,000.00	\$52,000.00	
017112-591572	INTEREST-RD/BR/SIDEWALKS A#11 5/16	\$63,079.17	\$59,150.00	\$30,250.00	\$54,450.00	
017112-591573	INTEREST - RD/BR/SIDEWALK A#11 5/17		\$65,000.00		\$91,000.00	
017112-591574	INTEREST-RD/BR/SIDEWALKS A#9 5/18				\$91,000.00	
017112-591575	INTEREST-RTE 106 OVERPASS A#9 5/18				\$61,225.00	
EXPENSES Total:		\$259,681.37	\$293,186.00	\$116,563.75	\$439,270.00	
LONG TERM INT. - NON EXCLUDED		\$259,681.37	\$293,186.00	\$116,563.75	\$439,270.00	

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712 - SHORT TERM INTEREST							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
017122-592501	ST INTRST - MISC BORROWINGS	\$13,000.00	\$50,000.00		\$75,000.00		
017122-592502	ST INTRST - REG/CERTIF FEES	\$476.25	\$25,000.00	\$217.50	\$25,000.00		
EXPENSES Total:		\$13,476.25	\$75,000.00	\$217.50	\$100,000.00		
SHORT TERM INTEREST Total:		\$13,476.25	\$75,000.00	\$217.50	\$100,000.00		

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760 - DEBT PRINCIPAL-EXCLUDED		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
017602-591009	DEBT SVC - MUNI BLDGS 8/21/97	\$41,600.00					
017602-591015	DEBT SVC - ROBINSON SCHL 8/21/97	\$268,300.00					
017602-591016	DEBT SVC - MIDDLE & HS 4/15/00	\$1,312,100.00	\$361,600.00	\$361,600.00			
017602-591071	PRINCIPAL-EAST ST. COMPLEX A#3 5/15	\$680,000.00	\$700,000.00	\$215,000.00	\$848,000.00		
EXPENSES Total:		\$2,302,000.00	\$1,061,600.00	\$576,600.00	\$848,000.00		
DEBT PRINCIPAL-EXCLUDED Total:		\$2,302,000.00	\$1,061,600.00	\$576,600.00	\$848,000.00		

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770 - DEBT INTEREST-EXCLUDED		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
017702-591509	LT INT - MUNI BLDGS 8/21/97	\$1,040.00					
017702-591515	LT INT - ROBINSON SCHOOL 8/21/97	\$6,707.50					
017702-591516	LT INT - MS & HS 4/15/00	\$46,814.50	\$7,006.00	\$7,006.00			
017702-591571	INTEREST- EAST ST. COMPLEX A#3 5/15	\$941,865.85	\$927,687.00	\$465,455.64	\$1,170,635.00		
EXPENSES Total:		\$996,427.85	\$934,693.00	\$472,461.64	\$1,170,635.00		
DEBT INTEREST-EXCLUDED Total:		\$996,427.85	\$934,693.00	\$472,461.64	\$1,170,635.00		

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810 - STATE & COUNTY ASSESSMENTS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
018102-562100	ST & CNTY - COUNTY TAX CH35 This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY20.	\$386,235.96	\$395,892.00	\$197,945.93	\$407,769.00		
018102-563100	ST & CNTY - SPECIAL EDUCATION This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY20.						
018102-563900	ST & CNTY - MOSQUITO CTRL PROJECT This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY20.	\$71,979.00	\$74,882.00	\$37,443.00	\$77,129.00		
018102-564000	ST & CNTY - AIR POLLUTION CONTROL This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY20.	\$7,484.00	\$7,662.00	\$3,834.00	\$7,892.00		
018102-564600	ST & CNTY - RMV NON-RENEW SURCHARGE This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY20.	\$26,540.00	\$26,540.00	\$13,272.00	\$27,337.00		
018102-565001	ST & CNTY - SCHL CHOICE ASSESSMENT This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY20.	\$120,580.00	\$120,475.00	\$76,718.00	\$124,090.00		
018102-565002	ST & CNTY - CHARTER SCHOOL ASSESS This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY20.	\$1,166,590.00	\$1,619,635.00	\$757,191.00	\$1,668,225.00		
018102-566300	ST & CNTY - REGNL TRANS AUTHORITY This is a State Assessment that is charged to the Town on the State Aid "Cherry Sheet". A 3% increase is forecasted for FY20.	\$167,287.00	\$171,469.00	\$85,740.00	\$176,614.00		
018102-566400	ST & CNTY - SRPEDD This is the Town's assessment for being a member of the Southeastern Regional Planning and Economic Development District (SRPEDD). A slight increase is forecasted for FY20.	\$4,133.48	\$4,237.00	\$4,236.88	\$4,300.00		
EXPENSES Total:		\$1,950,829.44	\$2,420,792.00	\$1,176,380.81	\$2,493,356.00		
STATE & COUNTY ASSESSMENTS Total:		\$1,950,829.44	\$2,420,792.00	\$1,176,380.81	\$2,493,356.00		

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910 - EMPLOYEE BENEFITS						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
019102-517009	EMP BENS-TOWN HEALTH INS RETIREES	\$662,257.25	\$708,800.00	\$351,908.33	\$763,146.00	
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.					
019102-517011	EMPL BNFTS - TOWN HEALTH MITIGATION	\$33,007.99	\$87,000.00	\$8,820.69	\$87,000.00	
019102-517020	EMP BENS - TOWN PENSION	\$2,040,282.27	\$2,830,703.00	\$2,830,702.92	\$2,408,838.00	
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.					
019102-517030	EMP BENS - TOWN UNEMPLOYMENT COMP	\$10,283.04	\$22,994.00	\$26,633.94	\$22,994.00	
019102-517035	EMP BENS - TOWN LIFE INSURANCE	\$3,427.42	\$2,868.00	\$1,751.91	\$3,523.00	
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.					
019102-517060	EMP BENS - TOWN DENTAL INSURANCE	\$59,456.18	\$57,214.00	\$29,602.71	\$58,746.00	
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.					
019102-517061	EMP BENS - TOWN DENTAL INS RETIREES	\$23,595.41	\$24,071.00	\$12,681.26	\$24,931.00	
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.					
019102-517099	EMP BENS - TOWN OTHER	\$110,883.04		\$60,740.99	\$132,998.00	
	Health Insurance Stipend \$92,040 and 457 Town Contribution \$40,958 are both charged to this account.					
EXPENSES Total:		\$2,943,192.60	\$3,733,650.00	\$3,322,842.75	\$3,502,176.00	
EMPLOYEE BENEFITS Total:		\$2,943,192.60	\$3,733,650.00	\$3,322,842.75	\$3,502,176.00	

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911 - EMPLOYEE BENEFITS ENCUMBRANCES							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
019112-517011	EMPLOYEE BENEFITS - MITIGATION	\$2,905.69	\$45,000.00	\$15,213.94			
019112-517013	EMP BENS - MEDICAID ADMIN SERVICES		\$1,895.06	\$1,895.06			
EXPENSES Total:		\$2,905.69	\$46,895.06	\$17,109.00			
019118-517013	EMP BENS - MEDICAID ADMIN SERVICES		\$8,929.85	\$8,929.85			
PRIOR YEAR BILLS Total:			\$8,929.85	\$8,929.85			
EMPLOYEE BENEFITS		\$2,905.69	\$55,824.91	\$26,038.85			

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912 - TOWN INSURANCE						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
019122-574001	TOWN INSURANCE - PROPERTY INSURANCE Town Property & Casualty Insurance + \$20K for endorsements		\$483,134.00	\$166,565.05	\$483,134.00	
019122-574002	SCHOOL PROPERTY INSURANCE School Property & Casualty Insurance			\$126,251.98		
019122-574003	TOWN SURETY INSURANCE		\$2,730.00	\$488.00	\$2,730.00	
019122-574004	TOWN WORKERS COMP-COOK CO. & EXCESS Non-Public Safety Cook & Co. Policy \$40K; Excess Workers Comp Policy \$84,161.		\$129,161.00	\$111,661.00	\$124,161.00	
019122-574005	TOWN WORKERS COMP - SPECIAL ATTY Workers Comp Attorney fees				\$5,000.00	
019122-574006	111F WORKERS COMP - GOWRIE/VFIS Town Self-Insurance - 111F Policy (Gowrie) + \$20K high deductible program that is aggregate for policy term @\$500K.	\$95,000.00	\$71,423.00	\$10,000.00	\$71,423.00	
019122-574007	111F WORKER'S COMP - POLICE >\$500K Only Workers Comp Claims above \$500K.					
019122-574008	111F WORKERS COMP - FIRE >\$500K Only Workers Comp Claims above \$500K.	\$92,848.07				
019122-574009	WORKERS COMP - TOWN WC CLAIMS Only non-School claims will be paid from this budget.		\$101,037.00	\$10,000.00	\$176,037.00	
019122-574010	SCHOOLS WORKERS COMP - CLAIMS Reserve for School Workers Comp claims.		\$100,000.00		\$25,000.00	
019122-574011	TOWN CYBER INSURANCE Cyber Insurance at \$2M of total coverage.		\$13,795.00	\$3,452.64	\$13,795.00	
019122-574060	WORKERS COMP CLAIMS/JUDGMENTS					
019122-576011	LEGAL CLAIMS					
019122-576020	LEGAL SETTLEMENTS					
EXPENSES Total:		\$187,848.07	\$901,280.00	\$428,418.67	\$901,280.00	
TOWN INSURANCE Total:		\$187,848.07	\$901,280.00	\$428,418.67	\$901,280.00	

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910 - EMPLOYEE BENEFITS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
019142-517010	EMPL BNFTS - HEALTH INSURANCE	\$1,559,591.98	\$1,567,214.00	\$852,590.39	\$1,816,294.00		
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.						
EXPENSES Total:		\$1,559,591.98	\$1,567,214.00	\$852,590.39	\$1,816,294.00		
EMPLOYEE BENEFITS Total:		\$1,559,591.98	\$1,567,214.00	\$852,590.39	\$1,816,294.00		

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920 - SCHOOL EMPLOYEE BENEFITS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
019202-517009	EMP BENS- SCHOOL HEALTH INS RETIREE	\$1,691,928.79	\$1,757,700.00	\$960,621.68	\$2,042,933.00		
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.						
019202-517010	EMP BENS - SCHOOL HEALTH INSURANCE	\$6,015,916.86	\$6,380,676.00	\$3,090,644.28	\$6,532,296.00		
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.						
019202-517011	EMP BENS - SCHOOL HEALTH MITIGATION	\$91,286.27	\$121,000.00	\$20,782.47	\$121,000.00		
EXPENSES Total:		\$7,799,131.92	\$8,259,376.00	\$4,072,048.43	\$8,696,229.00		
SCHOOL EMPLOYEE BENEFITS Total:		\$7,799,131.92	\$8,259,376.00	\$4,072,048.43	\$8,696,229.00		

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910 - SCHOOL EMPLOYEE BENEFITS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
019202-517012	EMP BENS-SCHOOL MEDICARE/MEDICAID	\$757,250.18	\$554,880.00	\$375,913.96	\$776,181.00		
019202-517014	EMP BENS - TOWN MEDICARE/MEDICAID	\$333.00	\$204,423.00		\$207,071.00		
EXPENSES Total:		\$757,583.18	\$759,303.00	\$375,913.96	\$983,252.00		
EMPLOYEE BENEFITS Total:		\$757,583.18	\$759,303.00	\$375,913.96	\$983,252.00		

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920 - SCHOOL EMPLOYEE BENEFITS						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
019202-517020	EMP BENS - SCHOOL PENSION	\$1,425,915.98	\$1,033,062.00	\$1,033,062.30	\$1,551,747.00	
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.					
019202-517030	EMP BENS - SCHOOL UNEMPLOYMENT COMP	\$61,310.61	\$67,000.00	\$49,569.84	\$67,000.00	
019202-517035	EMP BENS - SCHOOL LIFE INSURANCE	\$9,629.01	\$9,794.00	\$4,689.06	\$9,614.00	
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.					
019202-517060	EMP BENS - SCHOOL DENTAL INSURANCE	\$223,061.71	\$222,948.00	\$108,572.11	\$190,157.00	
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.					
019202-517061	EMP BENS - SCHOOL DENTAL INS RETIRE	\$80,071.73	\$79,693.00	\$41,968.68	\$84,589.00	
	The Treasurer/Collector has allocated the Town's employee benefits costs per department for each actual employee with a 5% Health Insurance increase, a 0% Dental Insurance increase, and a 0% Life insurance increase assumed for FY20. For pension costs, the Treasurer/Collector has divided the pension costs based on the pensionable earnings from FY18 as per a methodology developed by the Town's outside actuary.					
019202-517099	EMP BENS - SCHOOL OTHER					
EXPENSES Total:		\$1,799,989.04	\$1,412,497.00	\$1,237,861.99	\$1,903,107.00	
SCHOOL EMPLOYEE BENEFITS Total:		\$1,799,989.04	\$1,412,497.00	\$1,237,861.99	\$1,903,107.00	

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910 - EMPLOYEE BENEFITS		FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
Account Number	Account Description						
019242-517013	EMPL BNFTS - MEDICAID ADMIN SERVICE	\$4,473.08	\$30,000.00	\$1,939.56	\$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:		\$4,473.08	\$30,000.00	\$1,939.56	\$30,000.00		
EMPLOYEE BENEFITS Total:		\$4,473.08	\$30,000.00	\$1,939.56	\$30,000.00		

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940 - MISCELLANEOUS							
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req	FY2020 Adopted
019409-579017	FY17 OVERLAY EXPENSES	\$1,187.69					
019409-579018	FY18 OVERLAY EXPENSES						
019409-579019	FY19 OVER;AY EXPENSES						
019409-596502	MISC - TRNSFR TO WATER-EXCLUDED D	\$4,920.00					
NONE Total:		\$6,107.69					
MISCELLANEOUS Total:		\$6,107.69					

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990 - INTERFUND TRANSFERS						
Account Number	Account Description	FY2018 Exp	FY2019 Budgeted	FY2019 Exp	FY2020 Dept Requested	FY2020 Mgr Req
01990-596002	TRANSFERS TO SPEC REV FUNDS	\$300,000.00	\$302,000.00	\$302,000.00	\$110,000.00	
	The FY20 budgeted amount is for a General Fund transfer from Free Cash into the Town's Stabilization Fund. This \$110,000 transfer will increase the Town's Stabilization Fund balance to at least 5% of the Town Operating Budget as per the Town's adopted financial policies.					
01990-596008	TRANSFER TO TRUST FUNDS	\$842,632.00	\$639,870.00	\$639,870.00	\$400,000.00	
	The FY20 budgeted amount is for a General Fund transfer to the Other Post-Employment Benefits (OPEB) General Fund Trust Fund of \$400,000. The total Town OPEB unfunded liability is estimated at \$91 million as of the end of FY18. The OPEB transfer will come from "raise and appropriate" funds.					
NONE Total:		\$1,142,632.00	\$941,870.00	\$941,870.00	\$510,000.00	
INTERFUND TRANSFERS Total:		\$1,142,632.00	\$941,870.00	\$941,870.00	\$510,000.00	
GENERAL FUND Total:		\$94,023,288.75	105,577,707.92	\$45,736,036.14	101,173,566.00	
Grand Total:		\$94,023,288.75	105,577,707.92	\$45,736,036.14	101,173,566.00	