

Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17
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GENERAL GOVERNMENT

Selectmen

1	Personnel	165,679	169,317	216,135	232,603	246,143	
2	Town Audit	20,475	15,000	15,000	18,000	20,000	
	Expenses	11,018	11,391	7,491	12,370	11,270	
	Copy Machine	4,422	3,275	3,730	3,500	3,800	
	Postage	15,621	15,745	16,393	17,000	17,000	
	Court Judgements						
3	Total Expenses	31,061	30,411	27,613	32,870	32,070	
	Total Selectmen	217,215	214,728	258,748	283,473	298,213	5.20%

Finance Committee

4	Expenses	200	176	191	200	200	0.00%
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Finance Department

	Personnel	284,623	302,526	312,304	327,918	330,587	
	Certification Compensation	231	2,000	2,000	2,000	2,000	
5	Total Personnel	284,854	304,526	314,304	329,918	332,587	
	Technology Services & Supplies	35,361	35,486	36,247	38,500	See line #7 below	
	Expenses	83,769	89,145	89,949	96,500	98,090	
6	Total Expenses	119,130	124,631	126,196	135,000	98,090	
7	Technology	10,772	9,442	9,592	15,000	75,000	
	Total Finance Department	414,756	438,599	450,092	479,918	505,677	5.37%

Legal

	Town Counsel Fees & Expenses	33,275	30,318	38,114	33,000	33,000	
	Other Legal Fees & Expenses	14,116	14,876	18,347	18,000	18,000	
8	Total Legal	47,391	45,194	56,461	51,000	51,000	0.00%

Personnel Board

9	Expenses	-	-	-	100	100	0.00%
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Town Clerk

	Personnel	65,853	67,424	68,775	70,426	71,560	
	Certification Compensation	1,000	1,000	1,000	1,000	1,000	
10	Total Personnel	66,853	68,424	69,775	71,426	72,560	
	Expenses	2,101	1,560	2,090	2,825	2,725	
	Publications Reprinting/Codification	5,277	3,020	3,909	5,500	5,200	
11	Total Expenses	7,378	4,580	5,999	8,325	7,925	
	Total Town Clerk	74,231	73,004	75,774	79,751	80,485	0.92%

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Elections & Registrars

	Registrars' Honoraria	500	500	500	500	500	
	Expenses	7,997	5,168	7,959	6,550	8,700	
	Census	441	416	677	800	800	
12	Total Elections & Registrars	8,938	6,084	9,137	7,850	10,000	27.39%

Land Use Boards

13	Personnel	48,277	50,550	52,712	53,972	54,841	
	Office Supplies	722	805	376	1,000	1,000	
	Purchase Services	1,199	1,754	2,656	1,600	1,600	
	MRPC Assessment	1,593	1,579	1,618	1,579	1,660	
14	Total Expenses	3,513	4,138	4,651	4,179	4,260	
	Total Land Use Boards	51,790	54,688	57,363	58,151	59,101	1.63%

* Personnel includes \$11,983 to be transferred from Wetlands Protection Fund.

Economic Development Committee

15	Expenses		-	-	500	-	0.00%
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Public Buildings

16	Personnel	24,902	25,508	26,016	26,645	27,075	
	Operating Expenses	37,531	33,027	54,635	41,000	34,530	
	Energy	120,644	120,294	94,240	123,500	128,000	
	Maintenance & Equipment	12,229	13,927	24,345	26,400	78,000	+27,400+25,600
	Waste Water Treatment Ops.	72,252	84,689	60,859	85,000	85,000	
17	Total Expenses	242,656	251,936	234,079	275,900	325,530	
	Total Public Buildings	267,558	277,444	260,095	302,545	352,605	16.55%

Annual Town Reports

18	Expenses	2,533	3,280	3,468	6,000	4,000	-33.33%
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	TOTAL GENERAL GOVT.	1,084,611	1,113,197	1,171,328	1,269,488	1,361,381	7.24%
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Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17	
PUBLIC SAFETY							
Police Department							
19	Personnel	791,357	785,092	876,645	887,913	904,347	
	Public Safety Building	22,688	22,827	29,554	37,800	20,800	- 17,000
	Cruiser Maintenance	10,069	14,605	10,143	10,000	10,000	
	Supplies & Expenses	43,373	50,762	55,088	50,050	50,050	
20	Total Expenses	76,130	88,194	94,785	97,850	80,850	
21	Police Vehicle	29,000	27,868	29,000	34,213	34,213	
	Total Police Department	896,487	901,154	1,000,430	1,019,976	1,019,410	-0.06%
Communications Department							
	Personnel	193,643	74,613				???
	Expenses	12,126	177,335	195,266	187,293	187,293	
22	Total Communications Department	205,769	251,948	195,266	187,293	187,293	0.00%
Fire Department							
23	Personnel	176,870	166,636	178,912	204,459	210,707	
	Expenses	44,000	56,401	75,135	44,000	46,000	
	Radio Replacement & Repair	1,660	2,250	2,990	2,250	2,250	
	Protective Equipment	9,136	9,024	8,980	11,000	11,225	
24	Total Expenses	54,796	67,675	87,105	57,250	59,475	
	Total Fire Department	231,666	234,310	266,017	261,709	270,182	3.24%
Ambulance							
	Personnel					see article	
	Expenses	-	-	72,427	133,000	102,000	
	Training	-	-	18,731	26,000	27,000	
25	Total Ambulance	-	-	91,158	159,000	129,000	-18.87%
Building & Zoning Inspector							
26	Fees & Expenses	49,137	47,371	42,494	50,000	50,000	0.00%
Gas Inspector							
27	Fees & Expenses	3,976	3,579	3,564	4,000	4,000	0.00%
Plumbing Inspector							
28	Fees & Expenses	7,249	6,551	7,469	7,000	7,000	0.00%
Wiring Inspector							
29	Fees & Expenses	15,612	9,926	12,700	9,000	11,000	22.22%
Animal Control							
	Personnel	16,500	16,500	16,500	16,500	16,500	
	Expenses	749	374	722	750	750	
30	Total Animal Control	17,249	16,874	17,222	17,250	17,250	0.00%
Tree Warden							
31	Expenses	13,787	14,000	14,519	14,000	14,000	0.00%
TOTAL PUBLIC SAFETY		1,440,932	1,485,713	1,650,839	1,729,228	1,709,135	-1.16%

Town of Harvard FY17 Omnibus Budget

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SCHOOLS

Local Schools

	<u>Administration</u>						
	Salaries/Benefits	371,297	368,987	388,937	415,380	419,292	
	Transportation	313,380	252,660	257,492	257,660	273,293	
	Other Expenses	33,120	169,569	126,529	132,642	119,834	
	Total Administration	717,797	791,216	772,958	805,682	812,419	
	<u>Maintenance</u>						
	Salaries	434,516	438,507	448,466	457,540	464,869	
	Utilities	344,340	270,362	279,526	303,000	303,000	
	Other Expenses	123,308	189,999	321,419	224,502	256,434	
	Total Maintenance	902,164	898,868	1,049,411	985,042	1,024,303	
	<u>Hildreth Elementary School</u>						
	Salaries	2,316,240	2,520,202	2,555,545	2,500,758	2,481,818	
	Expenses	92,367	98,627	112,278	121,539	123,537	
	Total Elementary	2,408,607	2,618,829	2,667,823	2,622,297	2,605,355	
	<u>The Bromfield School</u>						
	Salaries	3,605,174	3,684,019	3,956,238	4,016,018	4,113,427	
	Expenses	136,326	132,689	213,678	198,788	231,069	
	Total Bromfield	3,741,500	3,816,708	4,169,916	4,214,806	4,344,496	
	<u>Pupil Personnel Services (SPED)</u>						
	Salaries	1,863,935	1,873,135	1,960,989	2,115,468	2,211,636	
	Other Expenses	63,719	22,614	53,679	102,398	83,532	
	Collaborative Services	141,648	795,316	402,618	520,202	458,258	
	Transportation	332,861	377,503	310,723	384,446	370,868	
	Tuition	909,825	361,296	252,357	123,712	239,402	
	Pre-School Salaries	161,455	125,902	100,808	103,733	53,868	
	Pre-School Expenses	2,600	2,392	1,545	1,153	2,284	
	Total Pupil Personnel Services	3,476,043	3,558,158	3,082,719	3,351,112	3,419,848	
	<u>Technology</u>						
	Salaries	130,111	130,626	143,226	150,009	246,518	
	Expenses	109,108	106,847	129,866	145,657	153,702	
	Total Technology	239,219	237,473	273,092	295,666	400,220	
32	Total Local Schools	11,485,330	11,921,252	12,015,919	12,274,605	12,606,641	2.71%

33	Montachusett Regional Voc. Tech.	76,807	75,069	98,949	122,015	133,200	9.17%
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	TOTAL SCHOOLS	11,562,137	11,996,321	12,114,868	12,396,620	12,739,841	2.77%
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PHYSICAL ENVIRONMENT

Dept. of Public Works

34	Personnel	671,865	721,272	687,410	708,607	715,303	
	Maintenance & Equipment	133,508	169,532	92,542	137,000	140,600	- 8,600
	Fuel	89,914	90,447	78,925	72,500	72,500	
	Improvements & Construction	38,148	38,077	56,229	52,750	54,000	
	Snow & Ice Removal	179,986	187,405	351,537	112,000	112,000	
	Telephone & Electricity	9,048	9,377	9,917	11,000	11,400	
35	Total Expenses	450,604	494,838	589,149	385,250	390,500	
36	Small Equipment Repair/Replace.	69,854	69,603	68,791	30,000	30,000	
	Total Dept. of Public Works	1,192,324	1,285,713	1,345,351	1,123,857	1,135,803	1.06%

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Solid Waste Transfer

	Transfer Station Expenses	153,821	163,530	141,891	162,550	167,100	
	Hazardous Waste Disposal *	6,107	3,907	3,907	3,907	3,907	
37	Total Solid Waste Transfer	159,928	167,437	145,798	166,457	171,007	2.73%

Street Lights & Traffic Signal

38	Expenses	5,689	5,652	7,670	6,500	6,500	0.00%
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Water Department

39	Expenses	14,848	16,371	18,564	18,000	18,200	1.11%
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Pond Committee

40	Expenses	33,500	8,987	19,423	28,000	28,000	0.00%
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Cemeteries

41	Expenses	1,842	846	1,577	2,500	2,500	0.00%
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TOTAL PHYSICAL ENVIRONMENT	1,408,131	1,485,006	1,538,383	1,345,314	1,362,010	1.24%
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HUMAN SERVICES

Board of Health

42	Personnel	7,075	9,051	10,524	11,064	8,165	
	Expenses	819	927	1,108	1,150	1,146	
	Nashoba Assoc. Boards of Health	20,558	20,558	20,558	21,231	21,380	
	Minuteman Home Center	1,018	1,146	1,146	1,146	1,160	
43	Total Expenses	22,395	22,631	22,812	23,527	23,686	
	Total Board of Health	29,470	31,682	33,336	34,591	31,851	-7.92%

Council on Aging

44	Personnel	78,827	86,504	86,931	88,961	114,462	
45	MART Personnel	28,288	31,385	30,255	35,002	35,409	
46	Expenses	1,958	1,993	1,900	1,995	1,995	
47	MART Van Expenses	250	221	818	1,000	1,000	
	Total Expenses	2,207	2,214	2,718	2,995	2,995	
	Total Council on Aging	109,322	120,103	119,903	126,958	152,866	20.41%

Veterans' Services

	Personnel	-	2,500	5,200	5,000	5,200	
	Expenses	1,509	325	1,194	1,500	1,500	
	Benefits	9,343	12,900	12,105	12,000	12,000	
	Total Expenses	10,852	13,225	13,299	13,500	13,500	
48	Total Veterans' Services	10,852	15,725	18,499	18,500	18,700	1.08%

TOTAL HUMAN SERVICES	149,644	167,510	171,739	180,049	203,417	12.98%
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CULTURE AND RECREATION

Library

49	Personnel	374,237	387,341	399,340	408,855	413,798
50	Expenses	144,292	147,694	148,013	149,384	153,889
	Total Library	518,529	535,035	547,353	558,239	567,687

* \$8,826 to be transferred from Library Expendable Trust Funds.

Cable Access

51	Personnel					56,438
	Expenses					7,700
	Equipment					5,000
52	Total Expenses					12,700
	Total Cable Access	-	-	-	-	69,138

Parks & Recreation

53	Commons & Schools/Grounds Exp.	15,733	21,664	18,183	31,650	31,650
54	Beach Expense	14,113	13,271	14,308	15,289	18,347
55	Beach Personnel - Director	8,174	11,508	10,951	11,508	13,234
	Groundskeeping Personnel	28,157	-	-	-	-
	Total Parks & Recreation	66,177	46,443	43,442	58,447	63,231

Historical Commission

56	Expenses	-	2,790	69	100	500
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Agricultural Commission

57	Expenses	-	-	-	500	500
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TOTAL CULTURE AND RECREATION	584,706	584,268	590,864	617,286	701,056	13.57%
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INSURANCE AND FRINGES

Property/Liability

58	Insurance	143,982	140,873	125,753	146,450	146,450
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Employee Benefits

	Worcester Regional Retirement	600,004	627,103	665,399	696,096	737,805
	Workers' Compensation Insurance	88,809	70,896	91,787	85,000	100,000
	Unemployment Insurance	20,347	51,767	3,496	60,000	60,000
	Medicare	181,292	186,785	199,643	188,000	191,760
	Health Insurance	2,191,973	2,190,457	2,046,430	2,344,152	2,463,022
	Life Insurance	10,166	21,454	5,528	12,000	12,000
	Deferred Compensation	10,428	11,982	13,347	13,000	13,000
	Disability Insurance	4,985	24,313	31,479	28,000	27,000
	Benefits Administration	2,104	1,235	1,976	2,500	2,500
	OPEB Trust Funding (\$250,000 in FY14)			425,000	450,000	450,000
59	Total Employee Benefits	3,110,108	3,185,992	3,484,085	3,878,748	4,057,087

TOTAL INSURANCE & FRINGES	3,254,090	3,326,865	3,609,838	4,025,198	4,203,537	4.43%
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TOTAL OPERATING BEFORE DEBT	19,484,251	20,158,879	20,847,859	21,563,183	22,280,377	3.33%
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Town of Harvard FY17 Omnibus Budget

Line #	Department/Account	Actual FY13	Actual FY14	Actual FY15	Budget FY16	Request FY17	
NON-EXCLUDED DEBT							
Debt Expense							
60	Debt (Public Bldg. Sewer Connections)	2,696	6,500	3,328	5,000	31,800	536.0%
BAN Interest & Borrowing Cost							
61	Borrowing Cost	3,202	-	-	6,000	2,500	-58.3%
TOTAL NON-EXCLUDED DEBT		5,898	6,500	3,328	11,000	34,300	211.8%
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TOTAL OPERATING AFTER NON-EXCLUDED DEBT		19,490,149	20,165,379	20,851,187	21,574,183	22,314,677	3.43%
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EXCLUDED DEBT							
Permanent Debt							
	Public Safety Building (2000) Principal	135,000	145,000	140,000	140,000	135,000	
	Public Safety Building (2000) Interest	58,995	20,775	17,925	15,125	12,375	
	Bromfield School (2004) Principal	315,000	350,000	350,000	350,000	345,000	
	Bromfield School (2004) Interest	148,479	49,594	75,406	66,358	60,813	
	Library (2004) Principal	135,000	150,000	150,000	145,000	140,000	
	Library (2004) Interest	62,891	36,943	31,716	27,888	25,038	
	School Roof (2006) Principal	125,000	125,000	125,000	125,000	125,000	Final
	School Roof (2006) Interest	23,125	16,725	11,677	6,521	2,656	Final
	Sewer Project (net of Betterments) Prin.		50,180	43,048	43,983	44,545	
	Sewer Project (net of Betterments) Int.		21,868	19,988	19,128	18,088	
	Town Hall Principal (net of CPA)					112,500	
	Town Hall Interest					90,000	
	Littleton County Road Principal					58,000	
	Littleton County Road Interest					25,720	
	Fire Tanker Truck Principal					25,000	
	Fire Tanker Truck Interest					14,000	
62	Total Payments	1,003,490	966,085	964,760	939,003	1,233,735	31.39%
Temporary Debt							
	Exempt BAN	1,804	20,287	1,854	152,828		
63		1,804	20,287	1,854	152,828	-	-100%
TOTAL EXCLUDED DEBT		1,005,294	986,372	966,614	1,091,831	1,233,735	13.00%
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GRAND TOTAL OMNIBUS BUDGET		20,495,443	21,151,751	21,817,801	22,666,014	23,548,412	3.89%

ENTERPRISE FUND:

Sewer Department

	Sewer Personnel						
	Personnel						
	Operating Expenses	100,000	150,000	100,000	100,000	100,000	
	Debt Service (from Betterments)		incl. above	90,710	90,710	91,483	
	Total Expenses	100,000	150,000	190,710	190,710	191,483	
64	Total Sewer Enterprise	100,000	150,000	190,710	190,710	191,483	0.41%

All operating expenses to be funded by rates and fees.
Sewer Debt funded by exempt debt and betterments.