



## OFFICE OF THE TOWN ADMINISTRATOR

Town of Middleton  
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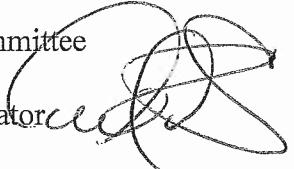
## MEMORANDUM

TO: Board of Selectmen and Finance Committee

FROM: Andrew J. Sheehan, Town Administrator

SUBJ.: FY2020 Operating and Capital Budget Update

DATE: March 21, 2019



Since our last joint meeting on March 2, 2019, the operating and capital budgets have come into much clearer focus and the picture has improved significantly. Sarah Wood, Tanya Stepasiuk, and I have met regularly to evaluate the supplemental budget requests and plug in new information. Additional expenditure information has allowed us to confidently say that we have a balanced operating budget and a capital budget that maintains Free Cash at 3% of prior year operating appropriation, as stated in our financial management policies.

### Operating Budget

I will briefly summarize where we stand and provide our recommendations on the outstanding supplemental requests.

Supplemental Requests: The Board of Selectmen and Finance Committee asked us to rank the supplemental requests in order of priority. We ranked them as follows:

1. Management Information Systems (MIS): \$5,256 for internet speed upgrade
2. Administrative Assessor: \$3,617 for wage adjustment
3. Fire Department: \$33,366 for full time firefighter and part time clerk
4. Town Clerk: \$12,314 for additional hours for archivist/laser fiche
5. Library: \$6,690 for wage adjustments for employees (modified option 2, see below)
6. Conservation Department: \$15,193 for additional hours

We recommend full funding of the requests submitted by Fire, Management Information Systems (MIS), Town Clerk, Assessing, and Conservation. The Library offered two options and we recommend option 2.

Within the Library's option 2, we have removed the wage increases for the custodians. After comparing the proposed custodian salaries with other comparable positions we feel the proposed wage adjustment is not warranted. The proposed adjustments would create internal inequities with comparable positions. We feel a 2 1/2% cost of living adjustment is appropriate for the custodians.

The operating budget is balanced assuming the inclusion of the supplemental requests as recommended.

### **Capital Budget**

As a result of firmer pricing information on some projects, the capital budget requests have been reduced. Elementary School requests were reduced by \$87,500. The \$50,000 DPW request for irrigation was removed from the general fund and is now funded with Community Preservation funds. A revised estimate brings the cost of this item to \$24,500.

These changes allow us to address some of our reserve accounts. Our initial capital budget proposed transferring \$50,000 to each of the stabilization fund and OPEB trust. In light of the improved conditions, we recommend also transferring \$50,000 to each of the Special Education stabilization fund and the capital stabilization fund. If there is a fall town meeting in 2019 we expect to recommend further transfers to reserve accounts in order to bolster our reserves in anticipation of coming capital building projects. With these changes, we have a Free Chas cushion of \$66,183. The Elementary Schools deferred \$45,000 in technology at Howe Manning to FY21, with the understanding that it would be reconsidered as the overall picture became clearer. The boards should consider whether to restore these funds to the capital budget.

### **Warrant Articles**

We also have the standard two placeholder appropriation articles: funding winter operations deficit and transfers to cover anticipated shortfalls. We are not in deficit in winter operations and do not anticipate any transfers at this time.

However, as a result of Tuesday's Special Town Meeting, we added a warrant article appropriation. At the March 2 meeting it was jointly decided to outsource the mowing of the Middleton Golf Course. Ken Gibbons received a quote of \$2,500 per mow. We have not gone to bid yet, so we are relying on this estimate at this point. Depending on weather and rainfall, we should expect to mow the property 1-2 times per month from April through September. We recommend including a warrant article in the amount of \$25,000.

All of these changes give us a balance operating budget and a capital budget that meets our policies without drawing our Free Cash below the target balance.

**Adjustments Made to FY20 Operating Budget Projection Since  
February 2, 2019 Operating Budget Meeting**

Item #	Description	Increase/ (Decrease)
1	Masco Assessment Increase	68,463
2	Essex Tech Assessment Decrease	(39,838)
3	Police Salary Budget Decrease - no contract in place	(27,398)
4	Storm water Compliance - half can be done in house especially if additional hours for Conservation agent is approved	(20,000)
5	Town Clerk - Removal of supplemental hours increase and correction of number of elections	(12,714)
6	Health Insurance - Budgeting at 0%	(9,962)
7	MIS - Assessor GIS update	700
8	Water - Increase in monthly wireless costs	1,200
9	Retirement Assessment	(15,013)
<b>Revenue - Decrease is a positive number</b>		
10	MELD - In-Lieu of Payment	23,900
<b>Total Increase/(Decrease) - From 2/2/19 to 3/2/19 Budget Projection</b>		<b>(30,662)</b>

**Adjustments Made to FY20 Operating Budget Projection Since  
March 2, 2019 Operating Budget Meeting**

Item #	Description	Increase/ (Decrease)
1	School Department Decrease in Insurance Premium (10% to -.08%)	(152,420)
2	School Department - Adjustments to Budgeted Salary Levels	(61,971)
3	Other School Changes	(157,044)
4	Liability Insurance - Adjustment to MELD and School Allocation & Credits Received to be applied to FY20	(9,200)
5	Health Insurance - Reduce Number of Potential Plan Changes from 5 to 3	(40,000)
6	Veterans Department - Reduce Ch.115 Expenditures	(25,000)
7	Masco - Reduction in Buses	(56,502)
8	Debt Service - Interest on BAN for Purchase of Golf Course/Design	159,750
<b>Revenue</b>		
9	Add Funding of School Budget from Special Education Stabilization	(62,000)
10	Increase proposed new growth due to updated forecast	(25,000)
11	Increase MVE revenue (local receipts) due to continued increase in committed balances	(25,000)
<b>Total Increase/(Decrease) - From 3/2/19 to 3/21/19 Budget Projection</b>		<b>(454,387)</b>

## **FY20 Supplemental Budget Requests and Adjustments**

## Supplemental Budget Requests

## Salary Adjustments

**Town of Middleton**  
**Fiscal Year 2020 Summary of Projected Revenues and Expenditures**

Updated as of **3/21/2019**

**Part I - Property Tax Revenues**

**Fiscal Year 2020 Tax Levy Limit Calculation**

Fiscal Year 2019 Tax Levy	\$ 28,714,222
Fiscal Year 2019 Debt Exclusions	(1,703,958)
Fiscal Year 2019 Actual Levy Without Debt Exclusions	\$ 27,010,264
2.5% of Fiscal Year 2019 Levy Without Debt Exclusion	\$ 675,257
FY19 Unused Levy Capacity	\$ 996,578
2.5% of FY19 Unused Levy Capacity	\$ 24,914
Projected Growth in Fiscal Year 2020 Property Tax Base (New Growth)	\$ 425,000

Total Projected Fiscal Year 2020 Levy Limit A \$ 28,135,435

Fiscal Year 2019 Debt Exclusions (from above)	\$ 1,703,958
<hr/>	
Projected Change in Debt Exclusions:	<b>FY 2019</b> <b>FY 2020</b> <b>Change</b>
Masconomet Regional School Addition	\$ 379,817 \$ 382,229 \$ 2,412
Flint Library Addition Renovation	\$ 320,705 \$ 307,065 \$ (13,640)
FM Local School Roof Repair	\$ 91,375 \$ 89,625 \$ (1,750)
HM School Construction	\$ 937,905 \$ 939,905 \$ 2,000
HM Bond Premium Offset	\$ (25,844) \$ (25,844) \$ -
Total	\$ 1,703,958 \$ 1,692,980 \$ (10,978)
Less Change in Debt Exclusions	\$ (10,978)

Total Projected Debt Exclusions B \$ 1,692,980

**Total Projected FY 2020 Allowable Levy (without using excess levy)** A+B \$ 29,828,415

Change from Fiscal Year 2019 to Fiscal Year 2020 in Available Property Tax Revenue:

Projected Fiscal 2020 Allowable Levy (from above)	\$ 29,828,415
Less: Fiscal 2019 Tax Levy (from above)	\$ 28,714,222

Change from Fiscal Year 2019 to Fiscal Year 2020 in Available Property Tax Revenue: \$ 1,114,193

**Town of Middleton FY 2020 Operating Budget  
State Revenue (Cherry Sheet) and Local Assumptions**

Revenue Category	FY 2019	FY 2020 Estimate*	Difference In \$	Percent + or -
1. Gen. Gov. Local Aid (lottery, additional asst., tax exemptions etc.)	\$ 695,114	\$ 721,030	\$ 25,916	3.7%
1A. Chapter 70 Educational Aid	1,646,051	1,659,451	13,400	0.8%
2. State Cherry Sheet Charges	(438,091)	(457,973)	(19,882)	4.5%
3. Offset Items	(11,521)	(11,921)	(400)	3.5%
<b>Subtotals All State Aid Categories</b>	<b>\$1,891,553</b>	<b>\$1,910,587</b>	<b>\$19,034</b>	<b>1.0%</b>
4. Local Receipts	\$ 3,838,355	\$ 3,773,355	\$ (65,000)	-1.7%
5. Free Cash Transfer	0	0	-	0.0%
6. MELD In Lieu of Taxes	223,000	176,100	(46,900)	-21.0%
7. Other Financing Sources (see detail below)	651,261	740,008	88,747	13.6%
<b>TOTALS</b>	<b>\$6,604,169</b>	<b>\$6,600,050</b>	<b>(\$4,119)</b>	<b>-0.1%</b>

**Other Financing Sources Applied Against Omnibus Budget (detail of line #7 above)**

	FY 2019	FY 2020	\$ Difference	% Incr. (Decr.)
Ambulance Fund Transfer	\$ 425,000	\$ 475,000	\$ 50,000	11.8%
PEG Cable Fund Transfer	211,186	154,406	(56,780)	-26.9%
Weights and Measures Transfer	10,000	22,792	12,792	127.9%
Special Education Stabilization Fund Transfer	-	62,000	62,000	100.0%
Enterprise Funds Indirect Costs	5,075	25,810	20,735	408.6%
<b>Total #7 Offset Receipts</b>	<b>\$ 651,261</b>	<b>\$ 740,008</b>	<b>\$ 88,747</b>	<b>13.6%</b>

FY 2020 Projected Increase (Decrease) in Revenues

Total Change in Available Property Tax Revenue (pg. 1)	1,114,193
Total Change in State Aid and Local Revenue (from above)	(4,119)
<b>Total FY 2020 Projected Increase (Decrease) in Revenues</b>	<b>\$1,110,074</b>

## Part II - Projected Tax Levy Budget Expenditures By Function

*(Note: Does not include capital appropriations from other funding sources)*

Expenditure Classification	FY 2019	FY 2020 Proposed	FY 2020 Tax Levy Increase (Decrease)	Percentage Change
Town Personal Services	\$ 6,095,865	\$ 6,338,640	\$ 242,775	4.0%
Town Contractual Services	2,381,695	2,476,601	94,906	4.0%
Unclassified	2,632,621	2,661,981	29,360	1.1%
Elementary Schools	11,883,149	12,538,943	655,794	5.5%
Total Middleton Debt Service	\$1,282,835	\$1,481,095	\$198,260	15.5%
Masconomet Building Debt Service	379,817	382,380	2,563	0.7%
Masconomet Regional School Budget	9,415,414	9,968,124	552,710	5.9%
<b>Total Masconomet Assessment</b>	<b>9,795,231</b>	<b>10,350,504</b>	<b>555,273</b>	<b>5.7%</b>
Essex Technical School (includes debt)	831,384	797,442	(33,942)	-4.1%
as warrant article	(13,869)	(19,765)	(5,896)	42.5%
<b>Total Essex Technical School Assessment</b>	<b>817,515</b>	<b>777,677</b>	<b>(39,838)</b>	<b>-4.9%</b>
Overlay for Tax Abatements/Refunds	280,712	287,730	7,018	2.5%
Tax Title (raised on Tax Recap)	38,000	38,000	0	0.0%
<b>TOTALS</b>	<b>\$35,207,623</b>	<b>\$36,951,171</b>	<b>\$1,743,548</b>	<b>5.0%</b>

### Total FY 2020 Project Increase (Decrease) in Expenditures

**1,743,548**

<b>FY 2020 Proposed Revenue</b>	<b>36,428,465</b>
<b>FY 2020 Proposed Budget</b>	<b>(36,951,171)</b>
<b>Prop. 2-1/2 Operating Bud Override</b>	<b>-</b>
<b>FY 2019 unused levy capacity to FY 2020 Budget</b>	<b>627,066</b>
<b>Net Change</b>	<b>\$104,360</b>

## Impact of Proposed Adoption of FY 2020 Operating Budget

### Middleton's Financial Management Policies

#### Item #4: Stabilization Funds

##### General Stabilization Fund

Goal: Balance in the General Stabilization Fund of 5%-7% of the current year budgeted general fund operating appropriation

General Stabilization Fund Balance as of 12/31/2018	\$ 1,469,734
Fiscal Year 2020 Proposed general fund operating appropriation	\$ 36,951,171
General Stabilization Fund balance as a % of GF operating	4.0%

##### Capital Stabilization Fund (Established at November 7, 2017 Special Town Meeting)

Goal: Balance in the Capital Stabilization Fund of 3%-5% of the current year budgeted general fund operating appropriation

Capital Stabilization Fund Balance as of 12/31/2018	\$ 401,427
Fiscal Year 2020 Proposed general fund operating appropriation	\$ 36,951,171
Capital Stabilization Fund balance as a % of GF operating	1.1%

##### Pension Stabilization Fund (Established at May 8, 2018 Annual Town Meeting)

Goal: Funds to be available as a reserve for future extraordinary "catch up" contributions

Pension Stabilization Fund Balance as of 12/31/2018	\$ 25,089
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##### Special Education Stabilization Fund (Established at November 7, 2017 Special Town Meeting)

Goal: Balance in the Special Education Stabilization Fund of the average of the most recent five years actual special education spending including special education transportation costs not to exceed \$350,000

Special Education Stabilization Fund Balance as of 12/31/2018	\$ 150,592
Average of past five years actual special education spending	\$ 2,285,338
Difference	\$ (199,408)

#### Item #5: Free Cash

Goal: Maintain Free Cash at a target range of at least 3% of the prior year general fund operating appropriation

Free Cash Certification as of 7/1/2018	\$ 2,201,174
Fiscal Year 2019 operating appropriation	\$ 35,207,623
Free Cash Certification as a % of prior year operating appropriation	6.3%

#### Item #6 Excess Levy Capacity

Goal: Maintain Excess Levy Capacity of at least 1% of current year budgeted general fund operating appropriation

Excess Levy Capacity from Fiscal Year 2019 Recapitulation	\$ 996,578
Fiscal Year 2020 Proposed general fund operating appropriation	\$ 36,951,171
Excess Levy Capacity balance as a % of GF operating	2.7%

## **Item #7 Reserve Funds**

### General Reserve Fund

Goal: Annual appropriation shall be 1% of general fund expenditures excluding schools

Proposed Fiscal Year 2020 General Reserve Fund	100,000
Fiscal Year 2020 Proposed general fund operating appropriation (excluding schools)	11,802,952
General Reserve Fund as a % of general fund operating appropriation (excluding schools)	0.8%

## **Item #8 Debt Management**

### Annual Debt Service - Exclusive of Exempt Debt

Goal: Annual debt service exclusive of exempt debt shall be no less than 2% nor more than 10% of current year budgeted general fund operating appropriation

Fiscal Year 2020 annual debt service exclusive of exempt debt	45,500
Fiscal Year 2020 Proposed general fund operating appropriation general fund appropriation	36,951,171 0.1%

### Annual Debt Service - Inclusive of Exempt Debt

Goal: Annual debt service inclusive of exempt debt shall be no more than 15% of current year budgeted general fund operating appropriation

Fiscal Year 2020 annual debt service inclusive of exempt debt	\$1,863,475
Fiscal Year 2020 Proposed general fund operating appropriation	\$36,951,171
Annual debt service exclusive of exempt debt as a % of current year	5.0%

### Municipal and Reserve Fund Balances

Free Cash Certification	\$2,201,174
General Stabilization Fund as of 12/31/18	\$1,469,734
Capital Stabilization Fund as of 12/31/18	\$401,427
Retirement Stabilization Fund Balance as of 12/31/18	\$25,089
Special Education Stabilization Fund Balance as of 12/31/18	\$150,592
Ambulance Fund as of 12/31/18	\$716,984
Water Fund Balance as of 12/31/18	\$805,083
PEG Fund Balance as of 12/31/18	\$355,390
OPEB Fund Balance as of 12/31/18	\$1,177,459
Special Education Reserve Fund Balance 12/31/18	\$150,592

**TOWN OF MIDDLETON**  
**SUMMARY OF PROJECTED REVENUES AND EXPENDITURES**

	FY2019	FY2020	FY2021	FY2022
<b>Revenues</b>				
Property Tax Levy	28,714,222	29,828,415	31,019,651	32,182,150
State Aid	2,329,644	2,368,560	2,401,749	2,435,602
Local Receipts	3,838,355	3,773,355	3,782,555	3,792,123
Other Available Funds	1,532,931	1,523,788	1,453,035	1,472,271
Free Cash	825,093	1,278,762	1,282,700	1,339,335
<b>Total Revenues</b>	<b>37,240,245</b>	<b>38,772,880</b>	<b>39,939,690</b>	<b>41,221,481</b>
<b>Expenditures</b>				
General Government	1,827,207	1,903,763	1,939,363	1,975,772
Public Safety	4,074,236	4,203,913	4,299,796	4,398,001
Elementary Education	11,883,149	12,538,943	13,165,890	13,824,185
Public Works	1,613,946	1,691,480	1,721,228	1,751,598
Human Services	509,701	505,671	515,181	524,898
Culture & Recreation	606,238	623,219	635,570	648,198
Debt Service- GF Non-Exempt	46,375	205,250	44,625	43,750
Debt Service- GF Prop 2 1/2 Exempt	1,236,460	1,275,845	1,651,768	1,633,998
Employee Benefits	2,381,371	2,414,981	2,602,988	2,815,571
Salary Reserve	40,000	40,000	40,000	40,000
Prop/Liability Insurances	206,250	207,000	223,250	240,313
Regional School Assessments & Debt	10,612,746	11,128,181	11,379,174	11,870,267
Water	191,155	239,853	243,310	246,848
Other Amounts to be Raised	280,712	287,730	294,923	302,296
State and County Assessments	438,091	299,633	305,147	310,799
Article from Available Funds	467,515	367,827	190,000	190,000
Articles from Free Cash	75,000	200,000	150,000	150,000
Capital Articles from Free Cash	750,093	1,078,762	1,132,700	1,189,335
<b>Total Expenditures</b>	<b>37,240,245</b>	<b>39,212,051</b>	<b>40,534,913</b>	<b>42,155,828</b>
<b>Surplus/(Deficit)</b>	<b>0</b>	<b>-439,171</b>	<b>-595,223</b>	<b>-934,348</b>

## TOWN OF MIDDLETON FIVE YEAR REVENUE PROJECTION

Revenue Projections	FY2019 Budget	FY2020 Projected	FY2021 Projected	FY2022 Projected	Projection Percent
<b>PROPERTY TAX LEVY</b>					
Prior Year Tax Levy Limit	26,764,835	28,006,842	29,132,013	30,285,313	
2.5% Increase	669,121	700,171	728,300	757,133	
Certified New Growth	572,886	425,000	425,000	425,000	See Growth
TAX Levy Limit Total	28,006,842	29,132,013	30,285,313	31,467,446	
Debt Exclusions	1,703,958	1,692,980	1,730,916	1,711,282	See Debt
Maximum Allowable Levy	29,710,800	30,824,993	32,016,229	33,178,728	0.00%
Excess Tax Levy Capacity	(996,578)	(996,578)	(996,578)	(996,578)	0.00%
<b>TOTAL Actual Tax Levy</b>	<b>28,714,222</b>	<b>29,828,415</b>	<b>31,019,651</b>	<b>32,182,150</b>	
<b>STATE AID CHERRY SHEET</b>					
Chapter 70 Education Aid	1,646,051	1,659,451	1,692,640	1,726,493	2.00%
Unrestricted General Government Aid	565,735	581,010	581,010	581,010	0.00%
Veterans Benefits	56,788	55,218	55,218	55,218	0.00%
Exemptions VBS and Elderly	41,811	51,742	51,742	51,742	0.00%
State Owned Land	19,259	21,139	21,139	21,139	0.00%
<b>TOTAL Cherry Sheet</b>	<b>2,329,644</b>	<b>2,368,560</b>	<b>2,401,749</b>	<b>2,435,602</b>	
<b>ESTIMATED LOCAL RECEIPTS</b>					
Motor Vehicle Excise	1,950,000	1,975,000	1,975,000	1,975,000	0.00%
Other Excise- Room	215,000	215,000	215,000	215,000	0.00%
Other Excise - Meals	215,000	230,000	239,200	248,768	4.00%
Penalties/Interest on Taxes and Excise	80,000	80,000	80,000	80,000	0.00%
Payments in Lieu of Taxes	130,000	130,000	130,000	130,000	0.00%
Other Charge for Services - TSS	200,000	200,000	200,000	200,000	0.00%
Fees	115,000	115,000	115,000	115,000	0.00%
Departmental Revenue - Libraries	3,500	3,500	3,500	3,500	0.00%
Departmental Revenue - Cemeteries	48,000	48,000	48,000	48,000	0.00%
Other Departmental Revenue	140,000	140,000	140,000	140,000	0.00%
Licenses/Permits	605,000	500,000	500,000	500,000	0.00%
Fines and Forfeits	12,000	12,000	12,000	12,000	0.00%
Investment Income	70,000	70,000	70,000	70,000	0.00%
Medicaid Reimbursement	30,000	30,000	30,000	30,000	0.00%
HM Bond Premium Offset	24,855	24,855	24,855	24,855	0.00%
<b>TOTAL Local Receipts</b>	<b>3,838,355</b>	<b>3,773,355</b>	<b>3,782,555</b>	<b>3,792,123</b>	
<b>AVAILABLE FUNDS/OTHER FINANCING</b>					
For Water Enterprise Fund Budget	191,155	239,853	243,310	246,848	see expenditure proj
For Water Warrant Articles	118,000	0	0	0	see expenditure proj
Transfers in	802,936	769,498	784,888	800,586	2.00%
Overlay Surplus	192,765	199,027	199,027	199,027	
MELD	223,000	176,100	200,000	200,000	
SESD Indirect Costs	5,075	4,861	4,861	4,861	
Water Enterprise Indirect Costs	0	20,949	20,949	20,949	
CPA Warrant Articles	0	113,500	0	0	
<b>TOTAL Other Available Funds</b>	<b>1,532,931</b>	<b>1,523,788</b>	<b>1,453,035</b>	<b>1,472,271</b>	
<b>FREE CASH</b>					
Free Cash for Fiduciary Funds	75,000	200,000	150,000	150,000	
Free Cash for Capital Warrant Articles	750,093	1,078,762	1,132,700	1,189,335	see expenditure proj
<b>TOTAL Free cash</b>	<b>825,093</b>	<b>1,278,762</b>	<b>1,282,700</b>	<b>1,339,335</b>	
<b>TOTAL REVENUES</b>	<b>37,240,245</b>	<b>38,772,880</b>	<b>39,939,690</b>	<b>41,221,481</b>	

Expenditure Projections	FY2019 Budget	FY2020 Projected	FY2021 Projected	FY2022 Projected	Projection Percent
<b>PROPERTY/LIABILITY INSURANCES</b>					
Workers Comp	110,000	100,000	105,000	110,250	5.00%
Property/Liability/endorsement changes	157,000	160,000	168,000	176,400	5.00%
Accident-Police	55,000	65,000	68,250	71,663	5.00%
Surety Bonds	9,250	11,000	11,000	11,000	0.00%
Less: School and MELD Share	(125,000)	(129,000)	(129,000)	(129,000)	0.00%
<b>TOTAL</b>	<b>206,250</b>	<b>207,000</b>	<b>223,250</b>	<b>240,313</b>	
<b>REGIONAL SCHOOL ASSESSMENTS</b>					
Masconomet Assessment	9,415,414	9,968,124	10,466,530	10,922,871	5.00%
Masconomet Debt	379,817	382,380	104,992	103,128	See Debt Tab
Essex Tech Assessment	731,689	699,698	734,683	771,417	5.00%
Essex Tech Debt	85,826	77,979	72,969	72,851	See Debt Tab
<b>TOTAL</b>	<b>10,612,746</b>	<b>11,128,181</b>	<b>11,379,174</b>	<b>11,870,267</b>	
<b>WATER ENTERPRISE</b>					
Salaries & Wages	107,530	110,768	113,537	116,376	see cola tab
Other Expenses	71,850	117,800	118,978	120,168	1.00%
Existing Debt Service	11,775	11,285	10,795	10,305	See Debt tab
<b>TOTAL</b>	<b>191,155</b>	<b>239,853</b>	<b>243,310</b>	<b>246,848</b>	
<b>OTHER AMOUNTS TO BE RAISED</b>					
Overlay	280,712	287,730	294,923	302,296	2.50%
<b>TOTAL</b>	<b>280,712</b>	<b>287,730</b>	<b>294,923</b>	<b>302,296</b>	
<b>STATE and COUNTY ASSESSMENTS</b>					
Essex County Regional Communications Center	158,340	0	0	0	0.00%
Mosquito Control	50,467	51,296	51,296	51,296	0.00%
Air Pollution	3,615	3,694	3,694	3,694	0.00%
Metropolitan Area Planning Council	5,073	4,501	4,501	4,501	0.00%
RMV Non-Renewal Surcharge	6,000	6,000	6,000	6,000	0.00%
MBTA	214,596	220,570	226,084	231,736	2.50%
School Choice Sending Tuition	0	13,572	13,572	13,572	0.00%
<b>TOTAL</b>	<b>438,091</b>	<b>299,633</b>	<b>305,147</b>	<b>310,799</b>	
<b>ARTICLES FROM OTHER AVAILABLE FUNDS</b>					
Articles from SRF's	274,750	168,800	0	0	
Articles from overlay reserves	192,765	199,027	190,000	190,000	
<b>TOTAL</b>	<b>467,515</b>	<b>367,827</b>	<b>190,000</b>	<b>190,000</b>	
<b>ARTICLES FROM FREE CASH</b>					
General Stabilization Fund	0	50,000	50,000	50,000	
Capital Stabilization Fund	0	50,000	50,000	50,000	
Retirement Stabilization Fund	0	0	0	0	
OPEB Fund	75,000	50,000	50,000	50,000	
SPED Stabilization Fund	0	50,000	0	0	
SPED Reserve Fund	0	0	0	0	
<b>TOTAL</b>	<b>75,000</b>	<b>200,000</b>	<b>150,000</b>	<b>150,000</b>	
<b>CAPITAL ARTICLES FROM FREE CASH</b>					
Capital Outlay	750,093	1,078,762	1,132,700	1,189,335	5.00%
<b>TOTAL</b>	<b>750,093</b>	<b>1,078,762</b>	<b>1,132,700</b>	<b>1,189,335</b>	
<b>CAPITAL ARTICLES FROM TAX LEVY</b>					
Capital Outlay	0	0	0	0	
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EXPENDITURES</b>	<b>37,240,245</b>	<b>39,212,051</b>	<b>40,534,913</b>	<b>42,155,828</b>	

## TOWN OF MIDDLETON FIVE YEAR EXPENDITURE PROJECTION

Expenditure Projections	FY2019 Budget	FY2020 Projected	FY2021 Projected	FY2022 Projected	Projection Percent
<b>A. APPROPRIATIONS</b>					
<b>GENERAL GOVERNMENT</b>					
Salaries & Wages	1,158,893	1,168,143	1,197,347	1,227,280	2.50%
Finance Committee Reserve Fund	100,000	100,000	100,000	100,000	
Tax Title	38,000	38,000	38,000	38,000	
Other Expenses	523,314	548,740	554,227	559,770	1.00%
Capital Outlay	7,000	12,500	12,500	12,500	0.00%
Supplemental Request	0	36,380	37,290	38,222	2.50%
<b>TOTAL</b>	<b>1,827,207</b>	<b>1,903,763</b>	<b>1,939,363</b>	<b>1,975,772</b>	
<b>PUBLIC SAFETY</b>					
Salaries & Wages	3,526,219	3,601,559	3,691,598	3,783,888	2.50%
Other Expenses	480,017	500,988	505,998	511,058	1.00%
Capital Outlay	68,000	68,000	68,000	68,000	0.00%
Supplemental Request	0	33,366	34,200	35,055	2.50%
<b>TOTAL</b>	<b>4,074,236</b>	<b>4,203,913</b>	<b>4,299,796</b>	<b>4,398,001</b>	
<b>EDUCATION</b>					
Salaries & Wages	8,300,801	8,607,540	9,037,917	9,489,813	5.00%
Other Expenses	3,582,348	3,931,403	4,127,973	4,334,372	5.00%
<b>TOTAL</b>	<b>11,883,149</b>	<b>12,538,943</b>	<b>13,165,890</b>	<b>13,824,185</b>	
<b>PUBLIC WORKS &amp; FACILITIES</b>					
Salaries & Wages	836,046	868,183	889,888	912,135	2.50%
Other Expenses	758,900	804,297	812,340	820,463	1.00%
Capital Outlay	19,000	19,000	19,000	19,000	0.00%
<b>TOTAL</b>	<b>1,613,946</b>	<b>1,691,480</b>	<b>1,721,228</b>	<b>1,751,598</b>	
<b>HUMAN SERVICES</b>					
Salaries & Wages	292,438	297,886	305,333	312,966	2.50%
Other Expenses	215,763	206,285	208,348	210,431	1.00%
Capital Outlay	1,500	1,500	1,500	1,500	0.00%
<b>TOTAL</b>	<b>509,701</b>	<b>505,671</b>	<b>515,181</b>	<b>524,898</b>	
<b>CULTURE and RECREATION</b>					
Salaries & Wages	393,037	402,869	412,941	423,264	2.50%
Other Expenses	213,201	215,291	217,444	219,618	1.00%
Supplemental Request	0	5,059	5,185	5,315	2.50%
<b>TOTAL</b>	<b>606,238</b>	<b>623,219</b>	<b>635,570</b>	<b>648,198</b>	
<b>Debt Service- GF Prop 2 1/2 Exempt</b>					
Existing General Fund Debt- Exempt	1,236,460	1,275,845	1,319,518	1,308,498	See Debt Tab
Future General Fund Debt - Exempt (land purchase)	0	0	332,250	325,500	
<b>TOTAL</b>	<b>1,236,460</b>	<b>1,275,845</b>	<b>1,651,768</b>	<b>1,633,998</b>	
<b>Debt Service- GF Non-Exempt</b>					
Existing General Fund Debt- Non Exempt	46,375	45,500	44,625	43,750	See Debt Tab
BAN Interest - Non-Exempt	0	159,750	0	0	will bond in 2020
<b>TOTAL</b>	<b>46,375</b>	<b>205,250</b>	<b>44,625</b>	<b>43,750</b>	
<b>EMPLOYEE BENEFITS</b>					
Retirement	1,776,890	1,853,564	1,956,153	2,101,104	see Retirement
Less: Early Discount	(33,773)	(33,212)	(35,211)	(37,820)	1.80%
Less: MELD Share	(333,781)	(360,343)	(361,329)	(388,104)	18.81%
Unemployment	10,000	10,000	10,000	10,000	0.00%
Health Insurance	869,035	846,972	931,669	1,024,836	10.00%
Life Insurance	3,000	3,000	3,000	3,000	0.00%
Medicare (1.45%)	90,000	95,000	98,705	102,554	3.90%
<b>TOTAL</b>	<b>2,381,371</b>	<b>2,414,981</b>	<b>2,602,988</b>	<b>2,815,571</b>	
<b>SALARY RESERVE</b>					
Salary Reserve	40,000	40,000	40,000	40,000	0.00%
<b>TOTAL</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	

**Capital Item Submitted by Department Heads but Omitted From the Proposed Fiscal Year 2020 Capital Plan**

Item #	Description	Proposed Funding Amount
1	Elementary Schools - \$45,000 End user technology (plan to spread total cost to update smart boards over 4 years)	45,000
2	Elementary Schools - Fuller Meadow Security; push out one year and use the unspent amount from Howe-Manning to fund	49,431
3	Elementary Schools - Fuller Meadow Modular classroom remodel, shelved until it is determined the additional classroom space is needed	22,500
4	DPW - Field Reconditioning	30,000
5	Fire - Building Alterations to Fit New Ambulance	12,000
6	Fire - Replace Engine 1	650,000
<b>Total</b>		<b>\$808,931</b>

**Capital Items - Changes from 3/2/19 Meeting**

Item #	Description	Proposed Funding Amount
1	Elementary Schools - Fuller Meadow Modular classroom remodel - additional classroom space will be needed	\$ 22,500
2	Elementary Schools - Reduce cost of Parking Lot Design	(105,000)
3	Elementary Schools - Remove Building Improvements (water filling station) for Howe Manning	(5,000)
4	Move Rubchinuk Park to CPA (cost of project also decreased)	(50,000)
6	Change Building Inspector Truck to larger cab	1,600
7	Remove Trade-in Of BOH Vehicle	6,000
8	Fire - Alarm Receiver/Box Decoder	(59,000)
9	Administrative - Maintenance of Middleton Golf course (FY19)	25,000
10	Add Additional Reserve Funding	100,000
<b>Total</b>		<b>\$ (63,900)</b>

	Tax Levy	Overlay Reserve	Community Preservation Fund	Ambulance Fund	Proposed Free Cash Contribution	Stabilization Fund	Debt Service	Other
<b>Public Works</b>								
Parks & Recreation - Rubchinuk Park Irrigation(Phase1)			24,500					
Highway Division - Bobcat Skid Steer Replacement					55,000			
Highway Division - F250 Pickup Replacement					40,000			
Highway Division - Asphalt Hot Box					22,000			
Highway Division - Asphalt Roller/Trailer					21,000			
Highway Division - Chapter 90								300,000
Highway Division - Complete Streets								172,000
Highway Division - North Liberty Culvert								500,000
Highway Division - Additional Chapter 90		100,000						
Highway Division - Brigadoon Tre/Sidewalk (phase 1)		75,000						
Transfer Station - New Roll off Containers (2)					17,000			
Transfer Station - Repair Roll off Containers (1)					3,500			
Cemetery - Replace Scag 52" Mower					10,500			
<b>Total Public Works</b>	<b>\$0</b>	<b>\$175,000</b>	<b>\$24,500</b>	<b>\$0</b>	<b>\$169,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$972,000</b>
<b>Police</b>								
Patrol Rifles Upgrades					1,400			
Taser Replacements					18,750			
Three Replacement Patrol Vehicles					102,000			
Office Shredder/Copier					2,800			
Outfit and Train 2 New Reserve Officers					11,180			
<b>Total Police</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$136,130</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

	Tax Levy	Overlay Reserve	Community Preservation Fund	Ambulance Fund	Proposed Free Cash Contribution	Stabilization Fund	Debt Service	Other
<b>Fire</b>								
Equipment - Replace self-contained breathing apparatus gear (SCBA)					9,000			
Replace Squad 5 Pump					9,000			
Replace air bags					2,250			
Replace Ladder 1 Lighting					5,700			
Ballistic Vests & Helmets					8,300			
Replace 4 AED's					10,000			
Ambulance Load System					34,000			
Replace Stair Chairs					8,600			
CPR Mannequin					2,700			
Training Costs for New Firefighter/Paramedic					20,045			
<b>Total Fire</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,300</b>	<b>\$54,295</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Elementary Schools</b>								
Fuller Meadow School - End-user technology					34,198			
Fuller Meadow School - Technology infrastructure					15,000			
Fuller Meadow School - Building Interior					22,500			
Fuller Meadow School - Playground Eqpt/Parking Lot					15,000			
Howe Manning School - End-user technology					84,249			
Howe Manning School - Technology infrastructure					15,000			
<b>Elementary Schools Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$185,947</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Masconomet Regional School</b>								
Contribution to Stabilization Fund for interim repairs					450,000			
<b>Masconomet Regional School - Middleton Assessment at 35.51%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$159,795</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

	Tax Levy	Overlay Reserve	Community Preservation Fund	Ambulance Fund	Proposed Free Cash Contribution	Stabilization Fund	Debt Service	Other
<b>Town Buildings - Memorial Hall</b>								
Replace Memorial Hall Sign					6,500			
Paint Exterior Trim and Front Door Surface Maintenance					4,000			
Replace Shed					5,000			
Reset front Steps					1,800			
Upgrade Town Hall Lighting to LED					22,000			
<b>Town Buildings - Memorial Hall</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$39,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Town Buildings - Old Town Hall</b>								
Refinish Hardwood Flooring					7,500			
<b>Town Buildings - Old Town Hall Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Flint Public Library</b>								
Building system upgrades								
Technology updates								
<b>Total Flint Public Library</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Information Technology</b>								
IT - Five year replacement protocol file/print server at fire station					4,000			
IT- Replace network switches at Town Hall					2,000			
IT - NAS Device to store backup date at Town Hall					1,500			
IT - New network switch at Fire Station					1,000			
IT- Photocopy Machine with Managed Printer Services - Town Hall/COA/Police Dept					19,000			
<b>Total Information Technology</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$27,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Administration</b>								
Purchase New Ford Escape for Board of Health					25,430			
Purchase New Ford F-150 for Building Department					29,100			
Purchase of ClearGov Budget Module	9,300							
Purchase of LaserFiche Licensing		89,000						
Maintenance of Golf Course (FY19)					25,000			
IT - Remaining Purchase of HR Software (\$25,000 grant already received)	14,727							
<b>Total Administration</b>	<b>\$0</b>	<b>\$24,027</b>	<b>\$89,000</b>	<b>\$0</b>	<b>\$79,530</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Public Works- Parks Division</b>					
1) 2007 John Deere 84" Rotary Mower				18,000	
2) 2005 Scag 61" Turf Tiger Riding Mower		13,000			
3) 2017 Exmark 60" Riding Mower					
4) 2004 STHM 61" Riding Mower					
5) 2013 60" Exmark Riding Mower					
4) 2008 (16') Utility Trailer					
5) 2000 Athletic Field Conditioner					
6) 2006 John Deere Tractor				60,000	
7) 2017 Ferri Flail Mower					
8) 2015 Wood Chipper					
9) 2009 Bluebird Walk Behind Overseeder					
10) 2003 Lawn Core Aerator					
11) 2007 3pt. Hitch Spreader					
12) 2007 3pt. Hitch 60" Seeder					
13) 1995 Ransome Push Mower					
<b>PARKS TOTAL:</b>	<b>\$0</b>	<b>\$13,000</b>	<b>\$0</b>	<b>\$78,000</b>	<b>\$0</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

		2020	2021	2022	2023	2024
<b>Department: Public Works - Recreational Facilities</b>						
1)	Rubchinuk Recreational Facility - East Street					
	a.) Install Water Line for Irrigation		24,500			
	b.) Field Recondition			30,000		
2)	Emily Maher Park					
	a.) Natsue Way - Phase I Park	(Status TBD)				
	b.) Phase II field development on top of landfill					
	c.) Reconstruct large soccer field					
	d.) Sun Shade/Porta Potty Shelters/Landscaping					
	e.) Playground					
3)	Fuller Meadow Complex					
	a.) Field Recondition (2)		30,000			35,000
4)	Howe Manning Complex					
	a.) Field Recondition				20,000	
	b.) Shade Structure					
5)	Henry Tragert Common					
	a.) Gazebo Repairs					20,000
	b.) Field Recondition					
<b>RECREATION TOTAL:</b>		<b>\$24,500</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$55,000</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Administration 195 North Main Street Facilities -</b>					
<b>Garage Improvements</b>					
1) 2nd Floor stairway in rear of bldg.					
2) Renovate main floor reception area					
3) Salt shed repairs			20,000		
4) Roof replacement					
5) Replacement of 1st floor heat/air conditioning		15,000			
<b>DPW BUILDINGS SUBTOTAL</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>
 <b>Department: Administration 195 North Main Street Facilities</b>					
1) 2005 Oce Plan Copier			18,000		
2) Photo Copy Machine - 2014		6,000			
3) Furniture/Files Replacement			6,500		
4) Photo Copy Machine - 2017					
<b>ADMINISTRATION SUBTOTAL</b>	<b>\$0</b>	<b>\$6,000</b>	<b>\$18,000</b>	<b>\$6,500</b>	<b>\$0</b>
<b>DPW BUILDING TOTAL</b>	<b>\$0</b>	<b>\$21,000</b>	<b>\$38,000</b>	<b>\$6,500</b>	<b>\$0</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

		2020	2021	2022	2023	2024
	<b>Department: Public Works - Highway Division</b>					
1)	2010 Freightliner Dump Truck Unit #4 (winter & summer use)					
2)	2008 F550 1 Ton Dump Truck Unit #5 (winter & summer use)			75,000		
3)	2005 F550 Ford 1 Ton Dump Truck Unit #6 (winter & summer use)			75,000		
4)	2008 7400 International Dump Truck Unit #7 (winter & summer use)					
5)	2014 Peterbilt Dump Truck Unit #10					
6)	2006 7400 International Dump Truck Unit #11 (winter & summer use)			150,000		
7)	2014 John Deere 310SK Backhoe					
8)	2000 Ford F450 Rack Body					
9)	2009 Power Eagle power washer					
10)	2005 Portable Air Compressor					
11)	2001 Bobcat Skid Steer Loader a.) v-blade snow plow b.) snow blower attachment c.) low profile bucket d.) power broom attachment	55,000				
12)	2009 Bobcat Skid Steer Loader a.) V-blade snow plow b.) snow blower attachment			55,000		
13)	2016 - Ford Explorer - Car #1					
14)	2008 F 250 Pickup - Car #2	40,000				
15)	Loader Mounted Snow Blower					
16)	2003 Ford F450 1.5 Ton Dump Truck Unit #1 (winter & summer use)					
17)	Flink Sander/Plow for truck #3					
18)	(2) Hi-Way Sanders					
19)	(2) Monroe Sanders					
20)	2011 (16') Utility Trailer					
21)	2005 Volvo Wheel Loader Tire Replacement					
22)	Sandblasting Vehicles/Equip.					
23)	Asphalt Hot Box -- NEW	22,000				
24)	Asphalt Roller/Trailer -- NEW	21,000				
<b>HIGHWAY TOTAL:</b>		<b>\$138,000</b>	<b>\$0</b>	<b>\$225,000</b>	<b>\$75,000</b>	<b>\$55,000</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

		2020	2021	2022	2023	2024
<b>Department: Public Works -DPW Highway/Major Project Improvements</b>						
1) Chapter 90 State Aid Reconstruction*						
2)	Sidewalks -Repairs	300,000	300,000	300,000	300,000	300,000
3)	Sidewalks - New Construction**					
	a) Towne Rd. to Maple St. - 4,000 LF by Developers					
	b) East Meadow Ln. to Peabody St. - 1,000 LF by Developer					
	c) Towne Rd. to East Meadow Ln. - 2,800 LF by Town					
	d) Wennerberg Rd. to Memorial Hall - 1,500 LF by State and/or Town					
4)	Right of Way Tree Cutting Brigadoon Tree/Sidewalk Work	75,000	75,000			
5)	Private Ways Bylaw Repairs					
6)	Town Funded Paving Program - Overlay Repairs	100,000	100,000	100,000	100,000	100,000
7)	Complete Streets (Maple/Liberty Street Intersection***	172,000				
8)	MA DOT Small Bridge Repair (North Liberty Culvert)****	500,000				
<b>DPW HIGHWAY/MAJOR PROJECT IMPROVEMENTS</b>		<b>\$1,147,000</b>	<b>\$475,000</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$400,000</b>

\* \$300,000 Chapter 90 funding based upon a 10 year, \$300 million in annual funding from the transportation bond bill.

\*\* Town internal sidewalk group to review the sidewalk construction projects and sidewalk fund.

\*\*\* \$172,000 Complete Streets Grant

\*\*\*\* \$500,000 MA DOT Grant

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Public Works - Transfer Station/Landfill Division</b>					
1) Transfer Station Upgrades:					10,000
a.) Canopy Repairs					10,000
b.) Building/Deck Repairs					40,000
c.) Mill/Paving					40,000
2) 2007 Mack Roll Off Truck		185,000			
3) Compactor Replacement (2013)					
4) Compactor Concrete Pads					
5) Roll-off Containers					
a.) Replacement	17,000	8,500	8,500		
b.) Repairs	3,500	3,500	3,500		
<b>TRANSFER STATION /LANDFILL TOTAL:</b>	<b>\$20,500</b>	<b>\$197,000</b>	<b>\$12,000</b>	<b>\$40,000</b>	<b>\$10,000</b>
<b>Department: Public Works Cemetery Division</b>					
1) 2012 EXMARK 60" Mower				15,000	
2) 1995 Scag 52" Walk behind Mower		10,500			
3) 2010 EXMARK 52" Mower					
4) Oakdale Improvements					
a.) Garage Repairs					
b.) Road Paving				25,000	
5) 2014 Trailer Mounted Leaf Vacuum					
6) 2007 Leaf & Chipper Box				10,000	
<b>CEMETERY TOTAL:</b>	<b>\$10,500</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$10,000</b>	<b>\$25,000</b>
<b>TOTAL PUBLIC WORKS:</b>	<b>\$1,340,500</b>	<b>\$766,000</b>	<b>\$690,000</b>	<b>\$629,500</b>	<b>\$545,000</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Public Works</b>					
<b>Water Enterprise Fund</b>					
1) 2016 F350 Ford Utility Truck - Unit #9					
2) 2000 International 4600 Dump Truck					
Unit #3 (winter & summer use)					
3) Computer, Software, Office Furniture, etc.		9,500			
4) System Maintenance					
-Electronic catalog of infrastructure					
5) Community Water Conservation Program			15,000		
-Measures to comply with DEP Permit					
6) Implementation of Master Plan					
7) Looping Mains:					
(a) Liberty Street Extension (2,800 LF)					
Woodbury Ln. to Mill St.					
(b) Boston Street Extension (2,400 LF)					
Lt. J. Cabral Dr. to N.R. town line					
8) Water Main Replacement:					
(a) Highland Avenue (1,800 LF)			225,000		
(b) Mt. Vernon Street (1,800 LF)				225,000	
6" cast iron main					
<b>WATER ENTERPRISE FUND TOTAL</b>	<b>\$0</b>	<b>\$9,500</b>	<b>\$15,000</b>	<b>\$225,000</b>	<b>\$225,000</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

		2020	2021	2022	2023	2024
<b>Department: Police</b>						
<b>Equipment</b>						
1) New Cruiser Radio (2)				5,000		
2) Radar Gun (X2)			2,000		5,000	
3) Radio Infrastructure					25,000	
4) Portable Radio Upgrade						18,000
5) Police Vests			20,000			
6) Replace Cruiser Laptops			5,000		5,000	5,000
7) Patrol Rifles Upgrades		1,400		5,000		
8) 40 Caliber Pistol Upgrade						20,000
9) Office Shredder		2,800				
10) Automated License Plate Reader					20,000	
11) Office Furniture			10,000		10,000	
12) Police Station Upgrades			10,000			10,000
13) Taser Replacement		18,750	18,750	6,050		
14) Police Motorcycle					30,000	
15) Patrol Vehicle		102,000				
16) Reserve Police Officers - Outfit and Training		11,180				
<b>POLICE EQUIPMENT TOTAL</b>		<b>\$136,130</b>	<b>\$65,750</b>	<b>\$46,050</b>	<b>\$65,000</b>	<b>\$53,000</b>
<b>Department: Police</b>						
<b>Building Repairs</b>						
1) Additional Garage Space			30,000			
2) Building Renovations				30,000		
3) Carport			25,000			
<b>POLICE BUILDING REPAIRS TOTAL</b>		<b>\$0</b>	<b>\$55,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL POLICE</b>		<b>\$136,130</b>	<b>\$120,750</b>	<b>\$76,050</b>	<b>\$65,000</b>	<b>\$53,000</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Fire</b>					
<b>Equipment Replacement</b>					
<b>FIRE/APPARATUS EQUIPMENT</b>					
1) Fire Hose Replacement					
2) Replace SCBA	9,000				
3) Fire Pumper Equipment	9,000				
4) Ice Rescue Sled*			4,000		
5) Multi-Gas Meters					
6) Replace Air Bags - Pneumatic Lifting/Rescue System**	2,250	46,000			
7) Ladder 1 Lighting	5,700				
8) Ballistic Vests and Helmets	8,300				
9) Firefighting Gear			50,000		
10) Engine 4 Cabinets		10,000			
*The Department received an ice rescue unit from the federal surplus program in February 2017 worth over \$7,000.					
** This is the grant match amount if the grant is received, if not the full amount will be in the next year.					
<b>EMS EQUIPMENT</b>					
1) Replace 4 AED's - (Automated External Defibrillators)	10,000				
2) Ambulance Toughbook Computers					
3) Lucas Device			60,000		
4) Replace Cardiac Monitor					
5) Ambulance Load System	34,000				
6) Replace Stair Chairs	8,600				
7) CPR Manikins	2,700				
<b>GENERAL ADMIN. EQUIPMENT</b>					
1) New Portable Radios			60,000		
2) Fire Station Copier/ Printer/ Scanner		7,000			
3) Communications Equipment					
4) Alarm Receiver/Box Decoder		59,000			
<b>EQUIPMENT SUBTOTAL</b>	<b>\$89,550</b>	<b>\$122,000</b>	<b>\$174,000</b>	<b>\$0</b>	<b>\$0</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Fire</b>					
<b>Building/Grounds Improvements</b>					
1) Replace Garage Door					
2) Building Repairs/Paint - Exterior and Interior					20,000
3) Turnout Gear Washer/ Dryer**					
4) New Roof				12,000	
5) Replacement Windows				15,000	
6) Relocate Water Line and Meter				20,000	
7) Building Alterations to fit new Ambulance in Building		12,000			
8) Bathroom and Kitchen Renovations					20,000
9) Basement Garage Doors and Exterior Doors					14,000
10) Heating Units				7,000	
11) Apparatus Floor Replacement					100,000
<b>BUILDING/GROUNDS IMPROVEMENTS SUBTOTAL:</b>	<b>\$0</b>	<b>\$12,000</b>	<b>\$0</b>	<b>\$54,000</b>	<b>\$154,000</b>
<b>Department: Fire</b>					
<b>Vehicle Replacements</b>					
1) Replace Engine 1			650,000		
2) Engine 3 Body Work				300,000	
3) Replace Engine 3					650,000
4) Ladder 1 Repairs***					
5) Replace Ambulance 1 - 2010 Lifeline Ambulance		290,000			
6) Replace Squad 5 - 2012 F450			60,000		
7) Replace Marine 1		25,000			
8) All Terrain Vehicle					
<b>VEHICLE REPLACEMENT SUBTOTAL:</b>	<b>\$0</b>	<b>\$965,000</b>	<b>\$60,000</b>	<b>\$300,000</b>	<b>\$650,000</b>
***Fire Department is holding off replacing Ladder 1 until a new station is build. To try to have a ladder built to fit the station will cost more and limit					
<b>Department: Fire</b>					
<b>Training</b>					
1) One Time Training Costs For New Firefighter/ Paramedic(s)	20,045				
<b>TRAINING SUBTOTAL:</b>	<b>\$20,045</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL FIRE:</b>	<b>\$109,595</b>	<b>\$1,099,000</b>	<b>\$234,000</b>	<b>\$354,000</b>	<b>\$804,000</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Apparatus/ Equipment Inventory</b>					
Car 1		2018 Chevy Tahoe			
Car 2		2016 Ford Explorer			
Engine 1		2001 HME/ Ferrara Pumper			
Engine 2		2016 KME Predator Pumper			
Engine 3		2002 HME/ Ferrara Pumper			
Engine 4		2012 Freightliner/ Rosenbauer Tanker			
Squad 5		2012 F-450 4X4			
Engine 6		1989 Army Surplus 5 ton			
Signal 2		2000 International Bucket Truck			
Ladder 1		1999 Sutphen 104' Aerial			
Ambulance 1		2010 Ford E-450 Ambulance			
Ambulance 2		2016 Ford F550 Ambulance			
2011 Mercury 20 HP Outboard - 12' Boat and Trailer					
2005 Cargo Mate 14' Utility Trailer					
Fire Alarm Wire Trailer					
4 Hurst Tools "Jaws of Life"					
2 Gasoline Powered Fans					
2 Electric Powered Fans					
5 Portable Generators					
Fire Station Emergency Generator					
7 Portable Pumps/ 1 Flotation Pump					
4 Chain Saws					
Emergency Management Light Tower/ Generator					

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Elementary Schools</b>					
<b>Educational Capital</b>					
<b>Curriculum</b>					
Fuller Meadow School		10,000	10,000	10,000	
Howe Manning School		15,000	15,000	10,000	
<b>End-User Technology</b>					
Fuller Meadow School	34,198	50,000	50,000	50,000	50,000
Howe Manning School	84,249	50,000	50,000	50,000	50,000
<b>Technology Infrastructure</b>					
Fuller Meadow School	15,000			100,000	
Howe Manning School	15,000			100,000	1,000,000
<b>Furniture</b>					
Fuller Meadow School					
Howe Manning School					
<b>Internal Building Capital</b>					
<b>ADA Building Work</b>					
Fuller Meadow School		5,000	15,000	15,000	
Howe Manning School		5,000	15,000	15,000	
<b>Building Interior</b>					
Fuller Meadow School		22,500			
Howe Manning School					
<b>Bathrooms</b>					
Fuller Meadow School				10,000	
Howe Manning School					
<b>Flooring</b>					
Fuller Meadow School		80,000	85,000	90,000	
Howe Manning School					
<b>Floor Care Equipment</b>					
Fuller Meadow School		12,000			
Howe Manning School			14,000	14,000	

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>External Building Capital</b>					
<b>Large Scale Painting</b>					
Fuller Meadow School					
Howe Manning School					
<b>Grounds/Parking Lot/Sidewalks</b>					
Fuller Meadow School					
Howe Manning School					
<b>Septic System</b>					
Fuller Meadow School					
Howe Manning School					
<b>Playground Equipment &amp; Parking Lot</b>					
Fuller Meadow School	15,000		2,000,000		
Howe Manning School					
<b>Roofs</b>					
Fuller Meadow School				1,700,000	
Howe Manning School					
<b>Building Exterior</b>					
Fuller Meadow School					
Howe Manning School					
<b>Windows</b>					
Fuller Meadow School					
Howe Manning School					
<b>Building Systems and Building Equipment</b>					
<b>Kitchen Equipment</b>					
Fuller Meadow School					
Howe Manning School					
<b>Boilers / Pumps &amp; Controls</b>					
Fuller Meadow School					
Howe Manning School					

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Classroom HVAC</b>					
Fuller Meadow School					
Howe Manning School					
<b>Large HVAC Equipment</b>					
Fuller Meadow School					135,000
Howe Manning School					
<b>Telephone Systems</b>					
Fuller Meadow School					
Howe Manning School					
<b>Security/Video Systems</b>					
Fuller Meadow School					
Howe Manning School					
<b>Public Address Systems</b>					
Fuller Meadow School					
Howe Manning School					
<b>Master Clock Systems</b>					
Fuller Meadow School					
Howe Manning School					
<b>Water</b>					
Fuller Meadow School					
Howe Manning School					
<b>Electrical</b>					
Fuller Meadow School					
Howe Manning School					
<b>Emergency Generator</b>					
Fuller Meadow School					350,000
Howe Manning School					
<b>Aaron Wood Building</b>					
<b>TOTAL ELEMENTARY SCHOOLS:</b>	<b>\$185,947</b>	<b>\$2,577,000</b>	<b>\$2,089,000</b>	<b>\$454,000</b>	<b>\$1,110,000</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Masconomet</b>					
Funding of Stabilization Fund	350,000				
Upgrades to Woodshop (paid 100% by MASCO)	40,000				
Upgrades to Sidewalk/Parking Lot (paid 100% by MASCO)	60,000				
<b>TOTAL MASCONOMET REGIONAL SCHOOL</b>	<b>\$450,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Masconomet Total Middleton % Charge = 35.51%</b>	<b>\$159,795</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Memorial Hall -Exterior</b>					
<b>Memorial Hall Parking Lot (5,800 Square Yards):</b> 1) Bituminous concrete 1.5" overlay; 2) New granite curbing installed; 3) Regrade areas of parking lot; 4) Drainage structures for building gutters; 5) Loam and seed shoulders: <u>Total project estimate \$73,850</u> ; Granite curb completed \$21,600; Regrading complete \$6,000; Loam and seed shoulders complete \$2,250; Remaining tasks include bituminous overlay and drainage structures =					
1) \$44,000 - <b>PROJECT ON HOLD</b> New Landscaping Front and Rear of Memorial Hall - <b>PROJECT</b>					
2) <b>ON HOLD</b>					
3) Replace Memorial Hall Sign	6,500				
5) Replace Shed	5,000				
6) Reset Front Steps	1,800				
7) Exterior Trim and Front Door Surface Maintenance	4,000				
<b>SUBTOTAL: MEMORIAL HALL EXTERIOR</b>	<b>\$17,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Department: Memorial Hall - General Interior</b>					
8) Boiler replacement - Change from oil to natural gas boiler		25,000			
9) Central Air Conditioning - <b>PROJECT ON HOLD</b>					
10) Elevator - Handicap Access - <b>PROJECT ON HOLD</b>					
11) Sprinkler System - <b>PROJECT ON HOLD</b> Town Administrator's Office - Renovate and Expand - <b>PROJECT</b>					
12) <b>ON HOLD</b>					
13) Upstairs Conference and Corner Room - <b>PROJECT ON HOLD</b>					
14) Men's Room Renovation - <b>PROJECT ON HOLD</b>					
15) Hallways - <b>PROJECT ON HOLD</b>					
16) Upgrade Town Hall Lighting to LED	22,000				
17) Replace Carpeting on First Floor					
<b>SUBTOTAL: MEMORIAL HALL INTERIOR</b>	<b>\$22,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL MEMORIAL HALL</b>	<b>\$39,300</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Senior Center/Old Town Hall Exterior</b>					
Facilities Assessment and Architectural Services - Old Town Hall; \$20,000 budgeted at the May 2015 Town Meeting - PROJECT					
1) ON HOLD					
Rehabilitation of Front of Old Town Hall*: 1) Replace Front Stairs for ADA, AAB Compliance and Navigability; 2) Residing and repainting; 3) Replace windows and doors; 4) Repair/replace basement windows; Total estimated project cost is \$135,000. Funding allocated as part of Warrant Article #27, from the May 2013 (FY14 Town Meeting) in the amount of \$22,000 will be applied to the Senior Center/Old Town Hall					
2) project. - PROJECT ON HOLD					
<b>Senior Center/Old Town Hall Interior</b>					
3) Interior Painting of Walls, Trim and Doors		2,500			
Interior Painting of Walls, Trim, Doors, Ceilings: Ceilings are approx. 20' high requires professional w/ staging and historical building expertise					
4) Refinishing hardwood flooring and Miscellaneous woodwork.			4,000		
5) Last done over 14 years ago.	7,500				
6) Security System: Cameras, Intercom, Remote Door Release					
7) Materials and Labor					
ADA and other upgrades to (2) bathrooms, (1) handicap; plumbing sinks fixtures mirrors; replace lower level countertops					
8) incl ADA	1,200				2,500
Upgrades to kitchens and bathrooms including kitchen equipment upgrade - commercial Freezer, refrigerator, etc. All					
9) current commercial equip. donated in 2006					
10) Computer Lab Upgrades: 4 Desktop Units (6 donations in 2000) -					
11) Under Information Technology Capital Plan					
<b>Council on Aging - Vehicles</b>					
12) Replacement of 2009 Wheelchair COA Passenger Van (seats 18)					
13) New 25 Passenger/CDL	80,000				
<i>Possibly of 80% grants in 2020/2021: Town share \$16K - \$19K Obtained 80% grants for 2007 and 2009 vans.</i>					
<b>TOTAL FOR SENIOR CENTER/OLD TOWN HALL</b>	<b>\$7,500</b>	<b>\$80,000</b>	<b>\$3,700</b>	<b>\$4,000</b>	<b>\$2,500</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Vehicle Inventory</b>					
2017 COA Passenger Van (seats 14)					
2009 COA Passenger Van (seats 18)					
 <b>Department: Flint Public Library</b>					
Carpeting			50,000		
Furnishings					
Building System Upgrades					
Replace Copier		6,000			
<b>TOTAL FOR FLINT PUBLIC LIBRARY</b>	<b>\$0</b>	<b>\$6,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>General Government Information Technology Capital Plan</b>					
1) 5 Year Replacement Protocol file/print server at COA				4,000	
2) 5 Year Replacement Protocol for Flint Public Library - Server					6,000
3) 5 Year Replacement Protocol for Police Department Server		30,000			
5 Year Replacement Protocol for file/print server at DPW					
4) building				4,000	
5) 5 Year Replacement Protocol for file/print server at Fire Station	4,000				
6) 5 Year Replacement Protocol for Memorial Hall Main Server			27,000		
7) 5 Year Replacement Protocol for Assessor Patriot Server					4,000
8) Flint Public Library - Server upgrade					
9) Flint Public Library - Upgrade wireless access points					
10) Flint Public Library - Upgrade HP network switches					
11) Flint Public Library - Public computer upgrades: 10 desktop units Council on Aging - Computer Lab Upgrades: 4 Desktop Units (6					
12) PCs were initially donated in 2000) Internal and External Fiber Communications Network for MH,					
13) Police, Fire, DPW, COA			295,000		
14) Replace Network Switches at Town Office Building	2,000				
15) NAS device to store backup date at Town Office Building	1,500				
16) New Network Switch-Fire Department Multifunction Print Machines (3) for Town Office Building,	1,000				
17) Police, and COA with Managed Print Services	19,000				
<b>Information Technology Total</b>	<b>\$27,500</b>	<b>\$30,000</b>	<b>\$322,000</b>	<b>\$8,000</b>	<b>\$10,000</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Department: Administration - General</b>					
<b>Health Department</b>					
1) Replace Health Department 2014 Ford Fusion vehicle with 2019 Ford Explorer with tow package for mobile clinic trailer	25,430				
<b>Building Commissioner</b>					
1) Replace Building Commissioner 2014 Ford Fusion vehicle with 2019 Ford F-150 pick up truck	29,100				
<b>Administrative</b>					
1) Purchase of HR Module	14,727				
2) Purchase of ClearGov Budget Module	9,300				
3) Digitizing of Historical Records	89,000				
3) Maintenance of Golf Course (FY19 warrant article)	25,000				
<b>Town Clerk</b>					
1) Replacement of electronic polling pads					
2) Replacement of voting booths					
<b>Subtotal Administration - General</b>	<b>\$192,557</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Fiscal Year 2020-2024**  
**Five Year Capital Budget Plan**

	2020	2021	2022	2023	2024
<b>Financial Administration</b>					
Free Cash transfer to reduce the tax rate					
Funding for GASB 45 (Other Post Employment Benefits					
Stabilization Fund)	50,000				
Appropriation to Stabilization Fund	50,000				
Pension Stabilization Fund					
Capital Stabilization Fund	50,000				
Special Education (SPED) Stabilization Fund	50,000				
<b>Subtotal Financial Administration</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL ADMINISTRATION:</b>	<b>\$392,557</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Warrant Articles</b>					
Fiscal Year 2019 Snow and Ice - Projected Fiscal Year 2019 Snow					
and Ice deficit					
Essex Tech - Capital Improvement Assessment (portion of total					
\$797,442 FY20 Middleton Essex Tech assessment)	19,765				
<b>Total Other Warrant Articles</b>	<b>\$19,765</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Fiscal Year 2020-2024 Five Year Capital Budget Plan - By Category</b>					
DPW/Recreational Facilities	1,340,500	766,000	690,000	629,500	545,000
Less Grants :	(972,000)	(300,000)	(300,000)	(300,000)	(300,000)
Police	136,130	120,750	76,050	65,000	53,000
Fire	109,595	1,099,000	234,000	354,000	804,000
Elementary Schools	185,947	2,577,000	2,089,000	454,000	1,110,000
Masconomet	159,795	0	0	0	0
Memorial Hall	39,300	25,000	0	0	0
Senior Center/Old Town Hall	7,500	80,000	3,700	4,000	2,500
Flint Public Library	0	6,000	50,000	0	0
IT	27,500	30,000	322,000	8,000	10,000
Administration	392,557	0	0	0	0
Other Warrant Articles	19,765	0	0	0	0
Water Enterprise Fund	0	9,500	15,000	225,000	225,000
<b>ALL DEPARTMENTS TOTAL</b>	<b>\$1,446,589</b>	<b>\$4,413,250</b>	<b>\$3,179,750</b>	<b>\$1,439,500</b>	<b>\$2,449,500</b>

	A	B	C	D	E	F	G	H	I
1	FY 2020 Capital Cruiser Replacement Plan								
3	Current Plan				Replacement of Administrative Sergeant Cruiser			2007 Dodge Charger	
4					Replacement of Detective Car/Court Car			2005 Ford Crown Victoria	
5	(2) Ford Fusions			\$22,979					\$45,958
6	(2) Outfit			\$7,000					\$14,000
7									
8							Total		\$59,958
9									
10	<u>Option # 1</u>								
11	(2) Ford Interceptors			\$30,082		Sergeant			\$60,164
12	(2) Outfit			\$14,000		Detective			\$28,000
13									
14							Total		\$88,164
15								Difference of \$28,206	
16	<u>Option # 2</u>								
17	(1) Ford Interceptor			\$30,082		Sergeant			\$30,082
18				\$14,000					\$14,000
19									
20	(1) Ford Escape			\$22,659		Detective			\$22,659
21				\$7,000					\$7,000
22									
23							Total		\$73,741
24								Difference of \$14,142	
25	<u>Option # 3</u>								
26	(1) Ford Escape			\$22,659		Sergeant			\$22,659
27				\$7,000					\$7,000
28	(1) Ford Escape			\$22,659		Detective			\$22,659
29				\$7,000					\$7,000
30									\$59,318
31							Total	Savings of \$640.00	



# Estimate

Date: 3/6/2019

Customer ID: Middleton PD

To: Middleton Police Department  
 Attn: Chief James A Diganvittorio  
 65 North Main Street  
 Middleton, MA 01949  
[Chief@middletonpolice.com](mailto:Chief@middletonpolice.com) 978-774-4424

Salesperson: Patrick Kirrane  
 508-802-8194

#### Price Per GBPC/BAPERN Contract

Qty	Item #	Description	Unit Price	Line Total
		<b>Ford Escape</b>	\$	\$ -
1.00	U9G	2019 Ford Escape SE 4WD	\$ 22,659.00	\$ 22,659.00
1.00	YZ	Exterior Color: Oxford White	\$	\$ -
1.00	99D	1.5L Ecoboost Engine	\$	\$ -
			\$	\$ -
<i>Special Instructions:</i>			Vehicle Total	\$22,659.00
			Grand Total	<b>\$22,659.00</b>

**Thank you for your business**