

TOWN OF ACTON

Municipal Budget Supplement Fiscal Year 2018



CONTENTS

| General Fund - Department | Page | Revolving Funds | Page |
|----------------------------------|-------------|------------------------------|-------------|
| Animal Control | 3 | Fire Alarm Network | 98 |
| Assessors | 4 | Building Inspector | 99 |
| Board of Health | 6 | Sealer of Weights & Measures | 100 |
| Building | 8 | Food Service | 101 |
| Celebrations | 10 | Hazardous Materials | 102 |
| Citizens' Library | 11 | Historic District Commission | 103 |
| Collector | 12 | Stormwater Inspections | 104 |
| Commission on Disability | 14 | CrossTown Connect | 105 |
| Comptroller | 15 | | |
| Council on Aging | 17 | Enterprise Funds | Page |
| Dispatch (Public Safety) | 19 | Septage | 106 |
| Elections | 20 | Recycling & Transfer Station | 108 |
| Emergency Management | 22 | Sewer | 111 |
| Engineering | 23 | Ambulance | 113 |
| Finance Committee | 25 | Transportation | 116 |
| Finance Director | 26 | | |
| Fire | 31 | Other | Page |
| Green Advisory Board | 35 | Commuter Parking Lot | 119 |
| Highway | 36 | | |
| Historical Commission | 44 | | |
| Human Resources | 45 | | |
| Information Technology | 48 | | |
| Land Use/Economic Development | 50 | | |
| Memorial Library | 51 | | |
| Municipal Properties | 53 | | |
| Natural Resources | 76 | | |
| Nursing Services | 80 | | |
| Planning | 82 | | |
| Police | 84 | | |
| Public Health Nursing Services | 88 | | |
| Town Clerk | 90 | | |
| Town Manager | 92 | | |
| Town Meeting | 95 | | |
| Veterans Services | 96 | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Animal Control - 01292 | | | | | | | |
| Purchased Services | | | | | | | |
| Travel | 520900 | - | - | - | - | - | - % |
| Dog Boarding Service | 522070 | 2,000 | 3,000 | 2,000 | 2,000 | 2,000 | - % |
| Contractual Service | 522700 | 21,000 | 19,650 | 20,770 | 19,713 | 21,000 | 1.11% |
| Total Purchased Services | | 23,000 | 22,650 | 22,770 | 21,713 | 23,000 | 1.01% |
| Office Supplies | 540100 | - | - | - | - | - | - % |
| Postage And Courier | 540300 | - | - | - | - | - | - % |
| Total Supplies | | - | - | - | - | - | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| TOTAL ORG: Animal Control | | 23,000 | 22,650 | 22,770 | 21,713 | 23,000 | 1.01% |

BUDGET TEXT NOTES

| | | |
|----------------------|--------|---|
| Dog Boarding Service | 522070 | Boarding costs are going up and more dogs are being abandoned by their owners. |
| Contractual Service | 522700 | The job duties of the Animal Control Officer have been changed significantly by the State in the past few years. Also, there is some funding for training in domestic violence recognition since that can often become apparent when abusers mistreat the pets of victims. It is a common trait seen in high risk offenders. Level funded from prior fiscal year. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Assessors - 01137 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | - | - | 45 | - | - % |
| Sick | 510400 | - | 7,198 | - | 5,291 | - | - % |
| Funeral Leave | 510410 | - | - | - | 751 | - | - % |
| Board Members Salaries | 510430 | 1,600 | 1,600 | 1,600 | 800 | 1,600 | - % |
| Merit Pay | 510490 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 11,256 | - | 8,394 | - | - % |
| Vacation | 510600 | - | 19,825 | - | 9,660 | - | - % |
| Personal Time | 510900 | - | 2,749 | - | 1,402 | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | 60,800 | 50,973 | 62,320 | 34,175 | 63,879 | 2.50% |
| Professional Salaries | 513000 | 197,068 | 170,583 | 202,831 | 100,871 | 208,803 | 2.94% |
| Total Salaries | | 259,468 | 264,184 | 266,751 | 161,389 | 274,282 | 2.82% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 300 | 384 | 300 | 184 | 300 | - % |
| Eqpt Maintenance | 520600 | - | - | - | - | - | - % |
| Travel | 520900 | 400 | 35 | 400 | 69 | 400 | - % |
| Revaluation | 520901 | 5,000 | - | 5,000 | 10,500 | 5,000 | - % |
| Dues And Membership | 521700 | 500 | 510 | 500 | 300 | 500 | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Professional Services | 521900 | 5,000 | - | 12,107 | - | 15,000 | 23.90% |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Total Purchased Services | | 11,200 | 929 | 18,307 | 11,052 | 21,200 | 15.80% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 1,200 | 402 | 1,200 | 159 | 1,200 | - % |
| Other Supplies | 540200 | 400 | 63 | 100 | - | 400 | 300.00% |
| Books And Periodicals | 540500 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | 1,600 | 465 | 1,300 | 159 | 1,600 | 23.08% |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 137 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 1,426 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 443 | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 2,006 | - | - % |
| Capital Outlay | 580000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Assessors | | 272,268 | 265,578 | 286,358 | 174,606 | 297,082 | 3.74% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|--|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Board Members Salaries | 510430 | | Board Members Salaries. | | | | |
| Professional Salaries | 513000 | | Per Position Control. | | | | |
| Advertising | 520100 | | Classification Hearing and Revaluation notification. | | | | |
| Travel | 520900 | | For In-Town use or conference attendance. | | | | |
| Revaluation | 520901 | | Certification of property values as required by Department of Revenue. | | | | |
| Dues And Membership | 521700 | | Lister and Assistant Assessor Memberships. | | | | |
| Professional Development | 521800 | | Budget moved to Town Manager Budget. | | | | |
| Professional Services | 521900 | | For use at the Appellate Tax Board which is generally in Late Winter/Early spring; expecting more appeals due to Economic Downturn. "DOR requires cyclical valuations which need funding". | | | | |
| Printing And Copying | 522300 | | Deeds & Book Binding. | | | | |
| Office Supplies | 540100 | | General Office Supplies. | | | | |
| Other Supplies | 540200 | | Assessing Supplies:Measuring Tapes, Clipboards, Measuring Wheels. | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Board Of Health - 01512 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | - | 15 | - | 268 | - | - % |
| Overtime | 510300 | 900 | 1,712 | 1,900 | 1,258 | 1,900 | - % |
| Sick | 510400 | - | 3,777 | - | 1,227 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Board Members Salaries | 510430 | 550 | 550 | 550 | 550 | 550 | - % |
| Holiday | 510500 | - | 8,681 | - | 3,119 | - | - % |
| Vacation | 510600 | - | 28,831 | - | 1,883 | - | - % |
| Personal Time | 510900 | - | 1,688 | - | 377 | - | - % |
| Other Salaries & Wages | 511000 | - | 1,887 | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | 52,396 | 48,385 | 55,111 | 30,530 | - | - % |
| Professional Salaries | 513000 | 35,428 | 35,428 | 36,941 | 20,207 | 37,567 | 1.69% |
| Social Services Coordinator | 513030 | 101,461 | 83,558 | - | - | - | - % |
| Total Salaries | | 190,735 | 214,511 | 94,502 | 59,419 | 40,017 | (57.65%) |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 1,000 | 234 | 1,000 | 199 | 1,000 | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Travel | 520900 | - | 2,797 | - | - | - | - % |
| Telephone | 521500 | 3,000 | - | 3,000 | 3,000 | 3,000 | - % |
| Dues And Membership | 521700 | 400 | 216 | 400 | 150 | 400 | - % |
| Professional Development | 521800 | 500 | 3,107 | 500 | 1,385 | 2,500 | 400.00% |
| Professional Services | 521900 | 25,000 | 15,547 | 25,000 | 18,740 | 23,000 | (8.00%) |
| Printing And Copying | 522300 | 500 | 685 | 500 | - | 500 | - % |
| Contractual Service | 522700 | 3,000 | 2,500 | 3,000 | 7,120 | 3,000 | - % |
| Hazardous Waste Day | 522780 | 43,500 | 33,682 | 43,500 | 14,680 | 43,500 | - % |
| Total Purchased Services | | 76,900 | 58,767 | 76,900 | 45,274 | 76,900 | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 500 | 1,033 | 500 | 834 | 500 | - % |
| Other Supplies | 540200 | 500 | 710 | 500 | 1,503 | 500 | - % |
| Postage And Courier | 540300 | 500 | 56 | 500 | - | 500 | - % |
| Books And Periodicals | 540500 | - | - | - | - | - | - % |
| Meals | 540700 | - | 560 | - | 704 | - | - % |
| Material And Equipment | 540900 | - | - | - | 547 | - | - % |
| Uniforms | 541000 | - | - | - | - | - | - % |
| Total Supplies | | 1,500 | 2,359 | 1,500 | 3,588 | 1,500 | - % |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 51 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 162 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | 158 | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 371 | - | - % |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| TOTAL ORG: Board Of Health | | 269,135 | 275,637 | 172,902 | 108,652 | 118,417 | (31.51%) |
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Overtime | 510300 | | | | | | |
| | | | | | | | |
| Board Members Salaries | 510430 | | | | | | |
| | | | | | | | |
| Clerical Salaries & Wages | 512050 | | | | | | |
| | | | | | | | |
| Professional Salaries | 513000 | | | | | | |
| | | | | | | | |
| Advertising | 520100 | | | | | | |
| | | | | | | | |
| Telephone | 521500 | | | | | | |
| | | | | | | | |
| Dues And Membership | 521700 | | | | | | |
| | | | | | | | |
| Professional Development | 521800 | | | | | | |
| | | | | | | | |
| Professional Services | 521900 | | | | | | |
| | | | | | | | |
| Printing And Copying | 522300 | | | | | | |
| | | | | | | | |
| Contractual Service | 522700 | | | | | | |
| | | | | | | | |
| Hazardous Waste Day | 522780 | | | | | | |
| | | | | | | | |
| Office Supplies | 540100 | | | | | | |
| | | | | | | | |
| Other Supplies | 540200 | | | | | | |
| | | | | | | | |
| Postage And Courier | 540300 | | | | | | |
| | | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Building Department - 01251 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | - | - | - | - | - | - % |
| Regular Temp | 510200 | - | 436 | - | - | - | - % |
| Overtime | 510300 | - | 1,479 | - | 2,502 | - | - % |
| Sick | 510400 | - | 3,788 | - | 1,114 | - | - % |
| Funeral Leave | 510410 | - | - | - | 1,159 | - | - % |
| Longevity | 510460 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 6,965 | - | 4,603 | - | - % |
| Vacation | 510600 | - | 13,098 | - | 3,347 | - | - % |
| Personal Time | 510900 | - | 1,977 | - | 1,485 | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | 54,930 | 37,536 | 56,088 | 27,742 | - | - % |
| Professional Salaries | 513000 | 154,113 | 135,927 | 157,718 | 89,346 | 171,251 | 8.58% |
| Total Salaries | | 209,043 | 201,207 | 213,806 | 131,298 | 171,251 | (19.90%) |
| Purchased Services | | | | | | | |
| Travel | 520900 | - | - | - | - | - | - % |
| Telephone | 521500 | 4,100 | 3,446 | 4,100 | 3,385 | 3,559 | (13.20%) |
| Dues And Membership | 521700 | 500 | 525 | 600 | 585 | 600 | - % |
| Professional Development | 521800 | - | 220 | - | 80 | - | - % |
| Laurel Hill Review/Inspection | 529000 | - | - | - | - | - | - % |
| Total Purchased Services | | 4,600 | 4,191 | 4,700 | 4,050 | 4,159 | (11.51%) |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 1,300 | 1,252 | 1,600 | 1,721 | 1,250 | (21.88%) |
| Other Supplies | 540200 | 500 | 1,041 | 500 | 74 | 1,100 | 120.00% |
| Books And Periodicals | 540500 | 1,500 | 5,471 | 5,500 | - | 1,500 | (72.73%) |
| Uniforms | 541000 | 1,500 | 1,000 | 1,000 | - | 1,000 | - % |
| Protective Clothing | 541050 | - | - | - | - | - | - % |
| Total Supplies | | 4,800 | 8,764 | 8,600 | 1,795 | 4,850 | (43.60%) |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 119 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 561 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 406 | - | - % |
| Medical Opt Out | 570720 | - | - | - | - | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 1,087 | - | - % |
| Motor Vehicle | 585000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Building Department | | 218,443 | 214,162 | 227,106 | 138,230 | 180,260 | (20.63%) |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|---|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Clerical Salaries & Wages | 512050 | | | | | | moved to land use account |
| Professional Salaries | 513000 | | | | | | Full-time Building Commissioner, full-time local inspector, and 16 hr part-time Local Inspector. One step has been included for each local inspector and the Building Commissioner. |
| Telephone | 521500 | | | | | | Expenses for cell phones and tablets. |
| Dues And Membership | 521700 | | | | | | Membership to the International Code Council, the Metro West Building Officials Association and the MA Building Commissioners and Inspectors Association. |
| Office Supplies | 540100 | | | | | | Routine office supplies. |
| Other Supplies | 540200 | | | | | | This includes equipment for inspections , such as hard hats, smart levels & tape measures. |
| Books And Periodicals | 540500 | | | | | | Variou Code updates which we have fore warning when they will come out. |
| Uniforms | 541000 | | | | | | The building inspectors routinely enter private homes. This is to provide the Inspectors uniform shirts and coats for a professional appearance and to identify them as Town of Acton, Building Inspectors. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Celebrations - 01660 | | | | | | | |
| Overtime | 510300 | - | - | - | - | - | - % |
| Outside Detail | 510480 | - | - | - | - | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Total Salaries | | - | - | - | - | - | - % |
| Purchased Services | | | | | | | |
| Advertising | 520100 | - | - | - | - | - | - % |
| Street Banners - Edited | 520160 | 3,000 | - | 3,000 | - | - | - % |
| Eqpt Rental | 520700 | - | - | - | - | - | - % |
| Travel | 520900 | - | - | - | - | - | - % |
| Celebration | 521830 | 4,000 | 195 | 4,000 | - | 2,900 | (27.50%) |
| Acton'S 275Th Anniversary | 521840 | - | - | - | - | - | - % |
| 275Th Anniversary Fireworks | 521842 | - | - | - | - | - | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Entertainment Services | 522010 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | 2,000 | - | 1,900 | - | - | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Trash Removal | 522800 | - | - | - | - | - | - % |
| Fireworks | 523850 | - | 6,000 | - | 6,000 | 6,000 | - % |
| Buses | 523900 | - | - | - | - | - | - % |
| Food | 523910 | - | - | - | - | - | - % |
| Total Purchased Services | | 9,000 | 6,195 | 8,900 | 6,000 | 8,900 | - % |
| Supplies | | | | | | | |
| Other Supplies | 540200 | - | 932 | - | 1,100 | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | - | 932 | - | 1,100 | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| TOTAL ORG: Celebrations | | 9,000 | 7,127 | 8,900 | 7,100 | 8,900 | - % |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|--|
| Street Banners - Edited | 520160 | Not used. |
| Celebration | 521830 | Public ceremonies expenses for Patriot's Day, Memorial Day, Veteran's Day required by Public Ceremonies Chairman, Gail Sawyer. |
| Printing And Copying | 522300 | Not used. |
| Fireworks | 523850 | July 4th fireworks contract not covered by donations, 33% of total. |
| Other Supplies | 540200 | Not used. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Citizens Library - 01611 | | | | | | | |
| Salaries | | | | | | | |
| Sick | 510400 | - | 1,027 | - | 461 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Substitute Pay | 510420 | 1,572 | 1,567 | 2,333 | 394 | 3,328 | 42.65% |
| Holiday | 510500 | - | 1,348 | - | 691 | - | - % |
| Vacation | 510600 | - | 2,921 | - | 1,152 | - | - % |
| Personal Time | 510900 | - | 449 | - | 461 | - | - % |
| Professional Salaries | 513000 | 47,102 | 41,446 | 48,280 | 27,872 | 49,109 | 1.72% |
| Total Salaries | | 48,674 | 48,759 | 50,613 | 31,030 | 52,437 | 3.60% |
| Eqpt Maintenance | 520600 | - | - | - | - | - | - % |
| Travel | 520900 | - | - | - | - | - | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Total Purchased Services | | - | - | - | - | - | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 300 | 354 | 300 | 329 | 300 | - % |
| Other Supplies | 540200 | 700 | 668 | 700 | 700 | 700 | - % |
| Postage And Courier | 540300 | 30 | - | 30 | - | - | - % |
| Books And Periodicals | 540500 | 7,500 | 7,344 | 7,800 | 5,523 | 7,800 | - % |
| Meals | 540700 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | 8,530 | 8,366 | 8,830 | 6,552 | 8,800 | (0.34%) |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 21 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 713 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 734 | - | - % |
| TOTAL ORG: Citizens Library | | 57,204 | 57,126 | 59,443 | 38,316 | 61,237 | 3.02% |

BUDGET TEXT NOTES

| | | |
|-----------------------|--------|--|
| Substitute Pay | 510420 | Vacation, personal time, sick time, hours when I am at meetings. |
| Professional Salaries | 513000 | Per Position Control. |
| Office Supplies | 540100 | Notebooks, binders, copier paper, pens, pencils, tape. |
| Other Supplies | 540200 | Materials necessary to prepare books for circulation: label sets, catalogue cards, book pockets, protective jackets. |
| Books And Periodicals | 540500 | Mandated at 15% of Budget. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Collector - 01139 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | 2,882 | - | 4,041 | - | - % |
| Funeral Leave | 510410 | - | - | - | 135 | - | - % |
| Holiday | 510500 | - | 5,336 | - | 2,228 | - | - % |
| Cpa Administration Salary | 510550 | (36,000) | (36,000) | (36,000) | - | (36,000) | - % |
| Vacation | 510600 | - | 5,232 | - | 2,975 | - | - % |
| Personal Time | 510900 | - | 1,332 | - | 554 | - | - % |
| Clerical Salaries & Wages | 512050 | 143,224 | 51,012 | 75,180 | 34,656 | 127,341 | 69.38% |
| Professional Salaries | 513000 | - | - | 70,729 | 8,694 | 71,841 | 1.57% |
| Total Salaries | | 107,224 | 29,794 | 109,909 | 53,282 | 163,182 | 48.47% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 1,500 | 1,300 | 1,500 | 1,300 | 1,000 | (33.33%) |
| Eqpt Maintenance | 520600 | - | - | - | - | - | - % |
| Travel | 520900 | 200 | - | 200 | 122 | 200 | - % |
| Dues And Membership | 521700 | 250 | - | 250 | - | 250 | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Professional Services | 521900 | 20,000 | 14,684 | 18,676 | 1,013 | 18,000 | (3.62%) |
| Legal Service | 521950 | - | - | - | - | - | - % |
| Total Purchased Services | | 21,950 | 15,984 | 20,626 | 2,435 | 19,450 | (5.70%) |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 500 | 570 | 500 | 477 | 550 | 10.00% |
| Other Supplies | 540200 | - | 70 | - | - | - | - % |
| Postage And Courier | 540300 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | 500 | 641 | 500 | 477 | 550 | 10.00% |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 60 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | - | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | 231 | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 291 | - | - % |
| TOTAL ORG: Collector | | 129,674 | 46,418 | 131,035 | 56,485 | 183,182 | 39.80% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|--|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Cpa Administration Salary | 510550 | | | | | | Represents budget subsidy from CPA Administrative funds. |
| Clerical Salaries & Wages | 512050 | | | | | | Per Position Control. |
| Professional Salaries | 513000 | | | | | | Per Position Control. |
| Advertising | 520100 | | | | | | Tax Title Advertising which is spent in June of each year. |
| Travel | 520900 | | | | | | Funds reserved for mileage. |
| Dues And Membership | 521700 | | | | | | Collector's Association. |
| Professional Development | 521800 | | | | | | Budget moved to Town Manager Budget. |
| Professional Services | 521900 | | | | | | Represents monies for online billing initiative and other system required assistance (Munis Consultant). |
| Legal Service | 521950 | | | | | | Moved to Town Manager budget. |
| Office Supplies | 540100 | | | | | | midc office supplies for the office |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Comm On Disabilities - 01549 | | | | | | | |
| Purchased Services | | | | | | | |
| Professional Services | 521900 | 1,423 | 112 | 1,420 | 79 | 1,350 | (4.93%) |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Total Purchased Services | | 1,423 | 112 | 1,420 | 79 | 1,350 | (4.93%) |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 45 | 109 | 30 | 10 | 100 | 233.33% |
| Total Supplies | | 45 | 109 | 30 | 10 | 100 | 233.33% |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| TOTAL ORG: Comm On Disabilities | | 1,468 | 221 | 1,450 | 89 | 1,450 | - % |

BUDGET TEXT NOTES

Other Supplies 540200 General expenses for the Commission.

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Comptroller - 01133 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | 4,200 | 1,956 | 2,000 | 5,120 | 2,000 | - % |
| Sick | 510400 | - | 4,881 | - | 2,128 | - | - % |
| Funeral Leave | 510410 | - | 770 | - | - | - | - % |
| Merit Pay | 510490 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 13,148 | - | 7,981 | - | - % |
| Vacation | 510600 | - | 20,143 | - | 8,899 | - | - % |
| Personal Time | 510900 | - | 3,395 | - | 2,146 | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | 121,399 | 106,718 | 125,714 | 69,570 | 130,345 | 3.68% |
| Professional Salaries | 513000 | 180,761 | 138,627 | 187,720 | 58,773 | 194,998 | 3.88% |
| Total Salaries | | 306,360 | 289,639 | 315,434 | 154,617 | 327,343 | 3.78% |
| Purchased Services | | | | | | | |
| Eqpt Maintenance | 520600 | - | - | - | - | - | - % |
| Travel | 520900 | 300 | - | 300 | - | - | - % |
| Dues And Membership | 521700 | 350 | 125 | 350 | 170 | 200 | (42.86%) |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Professional Services | 521900 | 2,000 | 825 | 1,000 | 1,695 | 1,000 | - % |
| Binding Service | 522910 | 1,529 | 1,500 | 1,500 | - | 1,500 | - % |
| Total Purchased Services | | 4,179 | 2,450 | 3,150 | 1,865 | 2,700 | (14.29%) |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 1,000 | 989 | 972 | 382 | 1,000 | 2.88% |
| Other Supplies | 540200 | - | 79 | - | - | 2,000 | - % |
| Books And Periodicals | 540500 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | 1,000 | 1,068 | 972 | 382 | 3,000 | 208.64% |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 139 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 713 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | 308 | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 1,159 | - | - % |
| TOTAL ORG: Comptroller | | 311,539 | 293,157 | 319,556 | 158,023 | 333,043 | 4.22% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Overtime | 510300 | | | | | | |
| Clerical Salaries & Wages | 512050 | | | | | | |
| Professional Salaries | 513000 | | | | | | |
| Travel | 520900 | | | | | | |
| Dues And Membership | 521700 | | | | | | |
| Professional Services | 521900 | | | | | | |
| Binding Service | 522910 | | | | | | |
| Office Supplies | 540100 | | | | | | |
| Other Supplies | 540200 | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Council On Aging - 01541 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 143,313 | 138,239 | 166,249 | 92,688 | 173,508 | 4.37% |
| Regular Temp | 510200 | 22,773 | 18,437 | 19,192 | 12,390 | 20,182 | 5.16% |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | 2,148 | - | 4,558 | - | - % |
| Funeral Leave | 510410 | - | - | - | 406 | - | - % |
| Board Members Salaries | 510430 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 8,401 | - | 6,835 | - | - % |
| Vacation | 510600 | - | 9,833 | - | 8,589 | - | - % |
| Personal Time | 510900 | - | 2,088 | - | 1,269 | - | - % |
| Other Salaries & Wages | 511000 | - | 178 | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | - | - | - | - | - | - % |
| Instru/Direct Serv Staff | 512100 | 21,500 | 21,175 | 21,500 | 11,688 | 21,500 | - % |
| Professional Salaries | 513000 | 92,454 | 84,881 | 97,243 | 50,579 | 102,267 | 5.17% |
| Total Salaries | | 280,040 | 285,381 | 304,184 | 189,000 | 317,457 | 4.36% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | - | - | - | - | - | - % |
| Eqpt Rep And Servicing | 520300 | 800 | 384 | 800 | 420 | 500 | (37.50%) |
| Real Estate Rent/Lease | 520800 | 1 | 1 | 1 | 1 | 196,000 | 9,599,900.00% |
| Travel | 520900 | 800 | 428 | 700 | 676 | 600 | (14.29%) |
| Telephone | 521500 | 900 | 624 | 800 | 615 | 800 | - % |
| Dues And Membership | 521700 | 660 | 699 | 750 | 774 | 850 | 13.33% |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | 13,500 | 7,938 | 13,000 | 8,087 | 9,000 | (30.77%) |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Total Purchased Services | | 16,661 | 10,074 | 16,051 | 10,573 | 207,750 | 1,194.31% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 1,300 | 968 | 1,400 | 1,000 | 1,200 | (14.29%) |
| Other Supplies | 540200 | 1,600 | 5,737 | 1,700 | 1,411 | 3,200 | 88.24% |
| Postage And Courier | 540300 | 7,000 | 6,850 | 8,500 | 4,215 | 8,500 | - % |
| Books And Periodicals | 540500 | 100 | 63 | 100 | - | 100 | - % |
| Meals | 540700 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Uniforms | 541000 | - | - | - | - | - | - % |
| Total Supplies | | 10,000 | 13,618 | 11,700 | 6,626 | 13,000 | 11.11% |
| Other | | | | | | | |
| Minuteman Senior Services | 560801 | 1,500 | 4,055 | 1,928 | - | 1,928 | - % |
| Total Other | | 1,500 | 4,055 | 1,928 | - | 1,928 | - % |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 169 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 251 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | 462 | - | - % |
| Life Opt Out | 570730 | - | - | - | 1 | - | - % |
| Total Other | | - | - | - | 883 | - | - % |
| Machinery And Equipment | 583000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Council On Aging | | 308,201 | 313,128 | 333,863 | 207,082 | 540,135 | 61.78% |

BUDGET TEXT NOTES

| | | |
|---------------------------|--------|---|
| Regular Perm | 510100 | Per Position Control. |
| Regular Temp | 510200 | Per Position Control. |
| Instru/Direct Serv Staff | 512100 | 430 hours of various exercise classes offered throughout the year. |
| Professional Salaries | 513000 | Per Position Control. |
| Eqpt Rep And Servicing | 520300 | Maintenance as needed for kitchen appliances and other equipment at the Senior Center. |
| Real Estate Rent/Lease | 520800 | 30 Sudbury Rd COA |
| Travel | 520900 | Mileage reimbursement for work related travel. |
| Telephone | 521500 | Director's cell phone. |
| Dues And Membership | 521700 | Annual Dues to MCOA, Motion Picture License. |
| Printing And Copying | 522300 | Printing of Newsletter, 2400 - 2500 copies, 11 times a year. |
| Office Supplies | 540100 | Routine office supplies; includes fax and printer toner. |
| Other Supplies | 540200 | Furnishings, COA program and misc. supplies. |
| Postage And Courier | 540300 | Estimated cost for mailing 2400 - 2500 newsletters 11 times a year. Annual permit fee and other COA first class postage is included. |
| Books And Periodicals | 540500 | Includes subscription to Acton Beacon. |
| Minuteman Senior Services | 560801 | Annual " Assessment" paid to Minuteman Senior Services for the multitude of varied services provided to Acton seniors: case management, homemaker, chore service, congregate meals, home delivered meals, protective services, money management, etc. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|----------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Dispatch - 01221 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 464,249 | 352,409 | 473,907 | 265,805 | 510,302 | 7.68% |
| Overtime | 510300 | 93,000 | 123,835 | 87,294 | 70,302 | 93,000 | 6.54% |
| Sick | 510400 | - | 18,829 | - | 13,960 | - | - % |
| Funeral Leave | 510410 | - | 1,544 | - | 174 | - | - % |
| Longevity | 510460 | - | 3,900 | - | 4,200 | 4,800 | - % |
| Holiday | 510500 | - | 20,363 | - | 9,086 | - | - % |
| Overtime/Sick Adjustment | 510520 | - | (2,314) | - | (2,607) | - | - % |
| Flsa Adjustment | 510530 | - | 1,902 | - | 304 | 2,000 | - % |
| Vacation | 510600 | - | 25,281 | - | 21,665 | - | - % |
| Uniform Stipend | 510750 | 2,600 | 2,000 | 2,600 | - | - | - % |
| Court Time | 510800 | - | 99 | - | - | - | - % |
| Personal Time | 510900 | - | 5,109 | - | 3,186 | - | - % |
| Other Salaries & Wages | 511000 | 2,200 | 7,827 | 2,200 | 3,545 | 2,200 | - % |
| Total Salaries | | 562,049 | 560,783 | 566,001 | 389,621 | 612,302 | 8.18% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Uniforms | 541000 | - | 3,336 | - | 3,014 | 6,500 | - % |
| Total Supplies | | - | 3,336 | - | 3,014 | 6,500 | - % |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 331 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 1,721 | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 2,434 | - | - % |
| Medical Opt Out | 570720 | - | - | - | 308 | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 4,793 | - | - % |
| TOTAL ORG: Dispatch | | 562,049 | 564,119 | 566,001 | 397,428 | 618,802 | 9.33% |

BUDGET TEXT NOTES

| | | |
|------------------------|--------|---|
| Regular Perm | 510100 | 8 full-time dispatchers and three part-timers. Includes step raises as required by contract. Also 1 lead dispatcher was added per Town Manager's recommendation. Level funded from prior fiscal year. |
| Overtime | 510300 | Shift coverage for fill-in of vacant dispatcher positions. Level funded |
| Uniform Stipend | 510750 | This line is no longer used. |
| Other Salaries & Wages | 511000 | Includes all stipends for dispatchers as provided for in contract. Training, Leaps & E-911. Level funded from prior fiscal year. |
| Uniforms | 541000 | Clothing allowance for dispatchers as per contract. 13 full-time & part-time dispatchers x \$500/year. Raised during bargaining from last year. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Elections - 01162 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | 3,000 | 615 | 3,000 | 837 | 3,000 | - % |
| Board Members Salaries | 510430 | 1,300 | 1,300 | 1,300 | 1,300 | 1,300 | - % |
| Other Salaries & Wages | 511000 | 36,000 | 20,836 | 36,000 | 38,841 | 36,000 | - % |
| Total Salaries | | 40,300 | 22,752 | 40,300 | 40,977 | 40,300 | - % |
| Purchased Services | | | | | | | |
| Eqpt Rental | 520700 | 4,200 | - | 4,000 | - | - | - % |
| Telephone | 521500 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | 10,000 | 3,109 | 10,600 | 2,415 | 12,000 | 13.21% |
| Contractual Service | 522700 | 22,600 | 19,479 | 18,900 | 5,939 | 9,300 | (50.79%) |
| Miscellaneous | 522900 | 1,000 | 5,097 | 1,500 | 1,070 | 2,000 | 33.33% |
| School Custodian Fee | 522950 | - | - | 5,600 | - | 1,200 | (78.57%) |
| Total Purchased Services | | 37,800 | 27,684 | 40,600 | 9,423 | 24,500 | (39.66%) |
| Supplies | | | | | | | |
| Office Supplies | 540100 | - | - | - | - | - | - % |
| Other Supplies | 540200 | 9,059 | 9,198 | 14,000 | 15,343 | 21,000 | 50.00% |
| Postage And Courier | 540300 | - | 3,381 | 5,000 | 3,676 | 5,000 | - % |
| Total Supplies | | 9,059 | 12,578 | 19,000 | 19,019 | 26,000 | 36.84% |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital Outlay | 580000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Elections | | 87,159 | 63,014 | 99,900 | 69,419 | 90,800 | (9.11%) |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|---|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Overtime | 510300 | | Overtime for Department Staff during elections. | | | | |
| Board Members Salaries | 510430 | | No Change - Flat fee set by Selectmen. | | | | |
| Other Salaries & Wages | 511000 | | Salary for Election Workers for Town Meetings and All Elections | | | | |
| Printing And Copying | 522300 | | Census 10,000 Households @ \$4,000 Ballots \$4,000/ per Election 1 Annual - 1 Special \$4,000 X 2 = \$8,000 (15,500 ordered MGL 54:45) TOTAL = \$12,000 | | | | |
| Contractual Service | 522700 | | (1 ATE, 1 STE) State Election -Programing Automark (for disabled voters) \$1,500 per machine X 3 = \$4,500 1 State Election \$4,500 | | | | |
| Miscellaneous | 522900 | | Election/Town Meeting expenses. Reimbursement for coffee, donuts, candies, etc... | | | | |
| School Custodian Fee | 522950 | | 2 Town Elections - 1 State Election \$400 per Election 3 X \$400 = \$1,200.00 | | | | |
| Other Supplies | 540200 | | - Banner changes for Annual Town Election / Town Meeting \$500 2 Special (Election/meeting) \$500 each \$500 X 3 =\$1,500 -Supplies for polling locations. Ballot Bags, Markers,rulers, etc. \$4,000 - Polling Pads \$15,000 -polling pad maintenance | | | | |
| Postage And Courier | 540300 | | Postage for mailing Annual Census and 2nd mailing. per MGL51:4C | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Emergency Management - 01291 | | | | | | | |
| Salaries | | | | | | | |
| Professional Salaries | 513000 | 24,300 | 14,300 | 24,300 | 15,039 | 23,000 | (5.35%) |
| Total Salaries | | 24,300 | 14,300 | 24,300 | 15,039 | 23,000 | (5.35%) |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | 1,100 | 1,000 | 1,100 | - | 1,100 | - % |
| Radio Repairs | 520310 | - | - | - | - | - | - % |
| Travel | 520900 | - | - | - | - | - | - % |
| Telephone | 521500 | 5,000 | 5,000 | 4,450 | 5,520 | 4,450 | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Total Purchased Services | | 6,100 | 6,000 | 5,550 | 5,520 | 5,550 | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | - | - | - | - | - | - % |
| Other Supplies | 540200 | - | - | - | - | - | - % |
| Photographic Supplies | 540210 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | 24,500 | 24,500 | 24,500 | - | 24,500 | - % |
| Uniforms | 541000 | - | - | - | - | - | - % |
| Total Supplies | | 24,500 | 24,500 | 24,500 | - | 24,500 | - % |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 12 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 18 | - | - % |
| Blue Care Elect | 570623 | - | - | - | 30 | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 59 | - | - % |
| TOTAL ORG: Emergency Management | | 54,900 | 44,800 | 54,350 | 20,618 | 53,050 | (2.39%) |

BUDGET TEXT NOTES

| | | |
|------------------------|--------|--|
| Eqpt Rep And Servicing | 520300 | Repair costs for radios and equipment. |
| Telephone | 521500 | Cellular and Satellite telephone expenses. |
| Material And Equipment | 540900 | Parts and supplies for vehicles, pumps, generators and radios. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Engineering - 01410 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | - | - | - | - | - | - % |
| Overtime | 510300 | - | - | - | 291 | - | - % |
| Sick | 510400 | - | 2,611 | - | 1,034 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Longevity | 510460 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 12,135 | - | 9,131 | - | - % |
| Vacation | 510600 | - | 18,534 | - | 7,961 | - | - % |
| Personal Time | 510900 | - | 1,714 | - | 1,554 | - | - % |
| Other Salaries & Wages | 511000 | - | 409 | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | 15,258 | 12,620 | 15,580 | - | - | - % |
| Professional Salaries | 513000 | 247,730 | 223,499 | 260,574 | 148,528 | 237,021 | (9.04%) |
| Total Salaries | | 262,988 | 271,522 | 276,154 | 168,500 | 237,021 | (14.17%) |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 600 | 212 | 450 | - | 450 | - % |
| Eqpt Rep And Servicing | 520300 | 6,800 | 12,610 | 6,800 | 3,600 | 6,800 | - % |
| Travel | 520900 | 25 | 192 | 20 | 229 | 20 | - % |
| Dues And Membership | 521700 | 800 | 675 | 800 | 695 | 800 | - % |
| Professional Development | 521800 | - | 330 | - | - | - | - % |
| Professional Services | 521900 | 5,000 | 5,248 | 5,000 | 7,166 | 25,000 | 400.00% |
| Printing And Copying | 522300 | - | 2,411 | 2,430 | 675 | 2,430 | - % |
| Contractual Service | 522700 | 7,000 | 1,294 | 7,000 | 5,518 | 7,000 | - % |
| Total Purchased Services | | 20,225 | 22,972 | 22,500 | 17,883 | 42,500 | 88.89% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 1,125 | 135 | 1,000 | 370 | 1,000 | - % |
| Other Supplies | 540200 | 480 | 381 | 400 | 1,031 | 400 | - % |
| Books And Periodicals | 540500 | 480 | - | 400 | - | 400 | - % |
| Material And Equipment | 540900 | 480 | 167 | 400 | - | 400 | - % |
| Uniforms | 541000 | - | - | - | - | - | - % |
| Protective Clothing | 541050 | 100 | - | 100 | - | 400 | 300.00% |
| Total Supplies | | 2,665 | 682 | 2,300 | 1,402 | 2,600 | 13.04% |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 147 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 295 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | 154 | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 596 | - | - % |
| Capital Outlay | 580000 | - | - | - | - | - | - % |
| Machinery And Equipment | 583000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|--|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| TOTAL ORG: Engineering | | 285,878 | 295,175 | 300,954 | 188,382 | 282,121 | (6.26%) |
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Professional Salaries | 513000 | Professional Staff includes Town Engineer/Director of Public Works (39 hours/wk: one hr/week charged to Recycling/ Transfer Station. Assistant Town Engineer (Full-time) Engineering Assistant (1) (Full-time) Per Position Control. | | | | | |
| Advertising | 520100 | Legal ads, wetland permits, private way plowing, street acceptance. | | | | | |
| Eqpt Rep And Servicing | 520300 | Repair of equipment, plus increased maintenance and repairs of the Traffic Signals. | | | | | |
| Travel | 520900 | Parking at conferences or meetings. | | | | | |
| Dues And Membership | 521700 | Professional registration & membership. | | | | | |
| Professional Services | 521900 | For consulting and design services such as traffic studies, structural engineering & architectural design, EPA MS4 Compliance | | | | | |
| Printing And Copying | 522300 | Printing the Town Atlas. | | | | | |
| Contractual Service | 522700 | For Engineering testing and contractor services such as routine traffic signal timing adjustment, equipment calibration/upgrades and soil testing. | | | | | |
| Office Supplies | 540100 | General office supplies, including paper & ink for plotter. | | | | | |
| Other Supplies | 540200 | Field & survey supplies; stakes, paint, flagging, nails, etc. | | | | | |
| Books And Periodicals | 540500 | Construction cost guides & technical reference books (prices have increased). | | | | | |
| Material And Equipment | 540900 | Reusable (durable) equipment, hand tools, tapes, etc. | | | | | |
| Protective Clothing | 541050 | Work boots, gloves, rain gear. | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|----------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Finance Committee - 01131 | | | | | | | |
| Purchased Services | | | | | | | |
| Dues And Membership | 521700 | 275 | 273 | 272 | 273 | 272 | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Total Purchased Services | | 275 | 273 | 272 | 273 | 272 | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Reserve Fund | 573000 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Transfers Out | 597000 | - | - | - | - | - | - % |
| Total Other Financing Uses | | - | - | - | - | - | - % |
| TOTAL ORG: Finance Committee | | 275 | 273 | 272 | 273 | 272 | - % |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Finance Director - 01132 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | 6,231 | - | 2,053 | - | - % |
| Funeral Leave | 510410 | - | - | - | 163 | - | - % |
| Military Pay | 510495 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 11,361 | - | 8,848 | - | - % |
| Vacation | 510600 | - | 15,775 | - | 13,641 | - | - % |
| Personal Time | 510900 | - | 2,840 | - | 2,782 | - | - % |
| Other Salaries & Wages | 511000 | - | 1,542 | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | - | 46,243 | 58,264 | 31,630 | 61,275 | 5.17% |
| Professional Salaries | 513000 | 212,377 | 178,351 | 218,494 | 112,654 | 224,843 | 2.91% |
| Total Salaries | | 212,377 | 262,343 | 276,758 | 171,772 | 286,118 | 3.38% |
| Purchased Services | | | | | | | |
| Mis Equipment & Software | 520400 | - | - | - | - | - | - % |
| Eqpt Maintenance | 520600 | 3,100 | 5,608 | 5,000 | 3,627 | 5,000 | - % |
| Travel | 520900 | 300 | 38 | 300 | 254 | 300 | - % |
| Telephone | 521500 | 500 | 500 | 300 | - | 300 | - % |
| Dues And Membership | 521700 | 1,000 | 835 | 1,000 | 1,149 | 1,000 | - % |
| Professional Development | 521800 | - | 85 | - | - | - | - % |
| Professional Services | 521900 | 78,200 | 140,020 | 50,000 | 60,812 | 50,000 | - % |
| Prof. Service - Audit | 521930 | 50,000 | 59,624 | 60,000 | 582 | 60,000 | - % |
| Gasb 34 Implementation | 522110 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Banking Services | 522930 | 50,000 | 14,321 | 50,000 | 16,346 | 50,000 | - % |
| Total Purchased Services | | 183,100 | 221,032 | 166,600 | 82,769 | 166,600 | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 5,000 | 6,256 | 5,000 | 3,937 | 6,000 | 20.00% |
| Other Supplies | 540200 | - | 360 | - | 302 | - | - % |
| Postage And Courier | 540300 | 70,000 | 69,145 | 50,000 | 33,293 | 50,000 | - % |
| Books And Periodicals | 540500 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | - | 1,000 | - | 1,000 | 1,000 | - % |
| Total Supplies | | 75,000 | 76,761 | 55,000 | 38,532 | 57,000 | 3.64% |
| Teachers Pay Deferral | 560830 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|------------------|----------------------|------------------|-------------------------------|------------------|-------------------------|
| Other | | | | | | | |
| Workers Compensation Ins | 570100 | 52,000 | 49,280 | 52,000 | 66,102 | 55,000 | 5.77% |
| Unemployment Ins | 570200 | 15,000 | 7,891 | - | - | 5,000 | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | 171,217 | 187,399 | 171,217 | 120,828 | 192,000 | 12.14% |
| Life Insurance | 570500 | 10,378 | 7,671 | 8,029 | 5,165 | 8,350 | 4.00% |
| Health Ins Bc/Bs | 570600 | 10,299 | 10,136 | 10,912 | 6,201 | 10,912 | - % |
| Health Ins Bc/Bs Retiree | 570610 | 242,118 | 174,231 | 170,880 | 125,449 | 170,880 | - % |
| Health Insurance Mitigation | 570611 | - | 8,254 | - | - | - | - % |
| Health Hmo Blue | 570620 | 1,288,962 | 1,153,304 | 1,464,981 | 740,339 | 1,464,981 | - % |
| Health Hmo Blue Retiree | 570621 | 152,039 | 100,588 | 101,904 | 65,884 | 101,904 | - % |
| Tufts Health Plan | 570622 | 21,225 | 23,004 | 23,580 | 14,610 | 23,580 | - % |
| Blue Care Elect | 570623 | 8,690 | 22,086 | 18,455 | 10,944 | 18,455 | - % |
| Blue Care Elect - Retiree | 570624 | 7,616 | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | 929,552 | 882,478 | 955,026 | 549,311 | 955,026 | - % |
| Health Ins Hphp Retiree | 570710 | 59,510 | 52,438 | 57,408 | 38,983 | 57,408 | - % |
| Harvard Freedom | 570711 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | 110,453 | 143,482 | 141,601 | 86,871 | 144,000 | 1.69% |
| Life Opt Out | 570730 | 300 | 182 | 300 | 108 | 300 | - % |
| Aps Health Insurance Make Up | 570740 | - | - | - | - | - | - % |
| Migration Reversal | 570741 | - | - | - | - | - | - % |
| Middlesex County Retirement | 570800 | 3,209,833 | 3,168,883 | 3,462,510 | 3,387,510 | 3,519,181 | 1.64% |
| Other Retirement | 570810 | 6,400 | 10,844 | 15,000 | - | - | - % |
| Police Detail Addition | 570890 | - | - | - | - | - | - % |
| Other Employee Benefit | 570900 | - | - | - | - | - | - % |
| Opeb Factor | 570901 | - | - | - | - | - | - % |
| Opeb | 570902 | - | - | - | - | - | - % |
| Other Insurance | 570910 | 7,200 | 1,149 | 7,200 | 1,269 | 7,500 | 4.17% |
| Aps Retiree Health | 570911 | 635,306 | 558,764 | 577,696 | 359,579 | 577,696 | - % |
| Property & Liability Insurance | 575000 | 220,616 | 229,374 | 230,000 | 193,702 | 230,000 | - % |
| Insurance - Bonds | 575010 | 8,500 | 12,350 | 8,500 | 12,250 | 8,500 | - % |
| Refunds | 579100 | - | - | - | - | - | - % |
| Total Other | | 7,167,214 | 6,803,788 | 7,477,200 | 5,785,105 | 7,550,674 | 0.98% |
| Motor Vehicle | 585000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|------------------------------------|----------------|------------------------|------------------------------|------------------------|--|-------------------------|----------------------------------|
| Other Financing Uses | | | | | | | |
| Long Term Debt Prin-School | 590110 | 1,250,000 | 1,250,000 | 1,255,000 | 1,175,000 | 1,290,000 | 2.79% |
| Long Term Debt Prin-Town | 590120 | 812,868 | 812,868 | 787,685 | 528,066 | 727,624 | (7.63%) |
| Long Term Debt Int School | 590210 | 384,669 | 384,669 | 348,069 | 339,041 | 299,689 | (13.90%) |
| Long-Term Debt Int-Town | 590220 | 164,859 | 163,646 | 139,414 | 144,123 | 115,388 | (17.23%) |
| Long Term Debt Sewers | 590230 | 44,553 | 44,553 | 44,553 | - | 44,553 | - % |
| Interest On Temp Loans | 590300 | 30,000 | 2,168 | 21,055 | - | 30,000 | 42.48% |
| Short Term Int - Schools | 590310 | - | - | - | - | - | - % |
| Short Term Int | 590320 | - | - | - | - | - | - % |
| Admin Fee Mcwt | 590340 | 345 | 273 | 300 | 239 | 300 | - % |
| Other Debt Service | 590400 | - | - | - | - | - | - % |
| Grace Btmt Payments | 595125 | 81,904 | 81,375 | 81,904 | - | 81,375 | (0.65%) |
| Grace Betterment Settlement | 595126 | - | - | - | - | - | - % |
| Transfers Out | 597000 | 112,800 | 112,800 | 146,000 | 146,000 | 166,000 | 13.70% |
| Opeb Transfer | 597001 | 454,000 | 454,000 | 454,000 | 454,000 | 454,000 | - % |
| Total Other Financing Uses | | 3,335,998 | 3,306,353 | 3,277,981 | 2,786,469 | 3,208,929 | (2.11%) |
| TOTAL ORG: Finance Director | | 10,973,689 | 10,670,277 | 11,253,539 | 8,864,648 | 11,269,322 | 0.14% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|--|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Clerical Salaries & Wages | 512050 | | Per Position Control. | | | | |
| Professional Salaries | 513000 | | Per Position Control. | | | | |
| Eqpt Maintenance | 520600 | | Maintenance Contract for Postage Meter, Check endorser and the copy machine. | | | | |
| Travel | 520900 | | Funds reserved for Mileage. | | | | |
| Telephone | 521500 | | Represents the cost for the Finance Director's Cell Phone. | | | | |
| Dues And Membership | 521700 | | Represents funds for the Government Finance Officers Association (State and Regional) Officers, Treasury dues and CPA dues | | | | |
| Professional Development | 521800 | | Budget moved to Town Manager Budget. | | | | |
| Professional Services | 521900 | | Represents the cost of obtaining assistant for various projects with tax title and collectors. | | | | |
| Prof. Service - Audit | 521930 | | Costs for the Annual Audit for the Town and APS Operations Additional School Department Audit requirements. | | | | |
| Banking Services | 522930 | | Banking Service Charges | | | | |
| Office Supplies | 540100 | | Y/E Tax and Financial Reporting Supplies, Payroll Checks, A/P Checks, Direct Deposit Advices and General Supplies. | | | | |
| Postage And Courier | 540300 | | Represents postage machine for Town Hall; does not include preprinted bulk permits. Plus additional postage meter at 33 Nagog. | | | | |
| Material And Equipment | 540900 | | Printer ink and special ink for check writing | | | | |
| Workers Compensation Ins | 570100 | | The projected cost of Workers Comp Premium for the Municipal Operation. | | | | |
| Unemployment Ins | 570200 | | The projected cost of unemployment claims against Municipal Operations. | | | | |
| Social Security | 570300 | | Budget reduced to reflect shift to Deferred Comp/ OBRA. | | | | |
| Medicare | 570400 | | The projected cost of Medicare Insurance. | | | | |
| Life Insurance | 570500 | | Employer Share of Life Insurance. | | | | |
| Health Ins Bc/Bs | 570600 | | Represents actual counts per plan with a 0% premium increase. | | | | |
| Health Ins Bc/Bs Retiree | 570610 | | Represents actual counts per plan with a 0% premium increase. | | | | |
| Health Hmo Blue | 570620 | | Represents actual counts per plan with a 0% premium increase. | | | | |
| Health Hmo Blue Retiree | 570621 | | Represents actual counts per plan with a 0% premium increase. | | | | |
| Blue Care Elect | 570623 | | Represents actual counts per plan with a 0% premium increase. | | | | |
| Health Insurance - Harvard | 570700 | | Represents actual counts per plan with a 0% premium increase. | | | | |
| Health Ins Hphp Retiree | 570710 | | Represents actual counts per plan with a 0% premium increase. | | | | |
| Medical Opt Out | 570720 | | For employees who opt out of any Medical Plan offered by the Town of Acton. | | | | |
| Life Opt Out | 570730 | | The cost of employees who opt out of the Life Insurance plan offered by the Town of Acton. | | | | |
| Middlesex County Retirement | 570800 | | Represents an estimate given by the Middlesex Retirement System. | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Opeb Factor | 570901 | | | | | | |
| Other Insurance | 570910 | | | | | | |
| Aps Retiree Health | 570911 | | | | | | |
| Property & Liability Insurance | 575000 | | | | | | |
| Insurance - Bonds | 575010 | | | | | | |
| Long Term Debt Prin-School | 590110 | | | | | | |
| Long Term Debt Prin-Town | 590120 | | | | | | |
| Long Term Debt Int School | 590210 | | | | | | |
| Long-Term Debt Int-Town | 590220 | | | | | | |
| Long Term Debt Sewers | 590230 | | | | | | |
| Interest On Temp Loans | 590300 | | | | | | |
| Grace Btmt Payments | 595125 | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|------------------|----------------------|------------------|-------------------------------|------------------|-------------------------|
| Fire - 01220 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 1,885,527 | 1,409,919 | 1,879,555 | 925,006 | 1,977,172 | 5.19% |
| Overtime | 510300 | 400,000 | 430,105 | 415,000 | 296,777 | 415,000 | - % |
| Overtime Temp Supplement | 510310 | - | - | - | - | - | - % |
| Sick | 510400 | - | 202,423 | - | 82,312 | - | - % |
| Funeral Leave | 510410 | - | 12,669 | - | 8,593 | - | - % |
| Injury Leave | 510450 | - | 26,372 | - | 93,683 | - | - % |
| Longevity | 510460 | 21,000 | 21,750 | 23,000 | 20,500 | 22,000 | (4.35%) |
| Incentive Pay | 510470 | 18,000 | 20,520 | 18,000 | 18,064 | 17,562 | (2.43%) |
| Outside Detail | 510480 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 21,732 | - | 11,920 | - | - % |
| Overtime/Sick Adjustment | 510520 | - | (10,481) | - | (6,896) | - | - % |
| Flsa Adjustment | 510530 | 4,800 | 6,308 | 4,800 | 4,897 | 4,800 | - % |
| Holiday A&B | 510540 | 86,162 | 83,643 | 91,283 | 60,620 | 92,419 | 1.24% |
| Vacation | 510600 | - | 172,421 | - | 76,151 | - | - % |
| Emt Stipend | 510730 | 52,848 | 57,473 | 52,994 | 48,922 | 84,038 | 58.58% |
| Uniform Stipend | 510750 | 3,200 | 3,500 | 3,200 | 3,100 | 3,200 | - % |
| Personal Time | 510900 | - | 32,483 | - | 16,755 | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | 61,033 | 50,492 | 62,320 | 32,100 | 63,634 | 2.11% |
| Professional Salaries | 513000 | 228,379 | 162,028 | 240,187 | 70,276 | 236,166 | (1.67%) |
| Total Salaries | | 2,760,949 | 2,703,358 | 2,790,339 | 1,762,780 | 2,915,991 | 4.50% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | - | - | - | - | - | - % |
| Eqpt Rep And Servicing | 520300 | 19,000 | 21,153 | 19,000 | 14,735 | 21,000 | 10.53% |
| Radio Repairs | 520310 | 3,500 | 5,375 | 3,500 | - | 5,500 | 57.14% |
| Travel | 520900 | 500 | 69 | 500 | 2 | 500 | - % |
| Telephone | 521500 | - | - | 5,300 | - | 5,300 | - % |
| Dues And Membership | 521700 | 6,700 | 5,774 | 6,700 | 5,006 | 6,700 | - % |
| Professional Development | 521800 | 5,000 | 2,094 | 5,000 | 1,339 | 5,000 | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| License Fees | 522450 | 600 | - | 4,000 | - | 4,000 | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Total Purchased Services | | 35,300 | 34,466 | 44,000 | 21,082 | 48,000 | 9.09% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 5,000 | 4,728 | 5,000 | 4,965 | 6,000 | 20.00% |
| Other Supplies | 540200 | 6,680 | 2,028 | 6,680 | 1,591 | 6,680 | - % |
| Medical Supplies | 540250 | - | - | - | - | - | - % |
| Books And Periodicals | 540500 | 1,000 | 774 | 3,000 | 511 | 1,500 | (50.00%) |
| Meals | 540700 | 500 | 798 | 700 | 547 | 800 | 14.29% |
| Material And Equipment | 540900 | 13,000 | 7,399 | 13,000 | 47,705 | 13,000 | - % |
| Parts/Tires - Fire | 540930 | 90,000 | 93,007 | 92,700 | 71,980 | 95,000 | 2.48% |
| Uniforms | 541000 | 20,000 | 11,821 | 20,000 | 17,552 | 25,000 | 25.00% |
| Protective Clothing | 541050 | 20,000 | 18,501 | 20,000 | 1,083 | 30,000 | 50.00% |
| Total Supplies | | 156,180 | 139,056 | 161,080 | 145,934 | 177,980 | 10.49% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|----------------------------|----------------|------------------------|------------------------------|------------------------|--|-------------------------|----------------------------------|
| Other Assessment | 560800 | 1,500 | - | - | - | - | - % |
| Total Other | | 1,500 | - | - | - | - | - % |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 1,690 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 7,804 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 12,149 | - | - % |
| Medical Opt Out | 570720 | - | - | - | 615 | - | - % |
| Life Opt Out | 570730 | - | - | - | 1 | - | - % |
| Total Other | | - | - | - | 22,259 | - | - % |
| Capital / Property | | | | | | | |
| Machinery And Equipment | 583000 | - | 14,920 | - | 3,979 | 25,000 | - % |
| Motor Vehicle | 585000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | 14,920 | - | 3,979 | 25,000 | - % |
| Transfers Out | 597000 | - | - | - | - | - | - % |
| Total Other Financing Uses | | - | - | - | - | - | - % |
| TOTAL ORG: Fire | | 2,953,929 | 2,891,800 | 2,995,419 | 1,956,034 | 3,166,971 | 5.73% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Regular Perm | 510100 | | | | | | |
| | | | | | | | |
| Overtime | 510300 | | | | | | |
| | | | | | | | |
| Longevity | 510460 | | | | | | |
| | | | | | | | |
| Incentive Pay | 510470 | | | | | | |
| | | | | | | | |
| Flsa Adjustment | 510530 | | | | | | |
| | | | | | | | |
| Emt Stipend | 510730 | | | | | | |
| | | | | | | | |
| Clerical Salaries & Wages | 512050 | | | | | | |
| | | | | | | | |
| Professional Salaries | 513000 | | | | | | |
| | | | | | | | |
| Eqpt Rep And Servicing | 520300 | | | | | | |
| | | | | | | | |
| Radio Repairs | 520310 | | | | | | |
| | | | | | | | |
| Travel | 520900 | | | | | | |
| | | | | | | | |
| Telephone | 521500 | | | | | | |
| | | | | | | | |
| Dues And Membership | 521700 | | | | | | |
| | | | | | | | |
| Professional Development | 521800 | | | | | | |
| | | | | | | | |
| License Fees | 522450 | | | | | | |
| | | | | | | | |
| Office Supplies | 540100 | | | | | | |
| | | | | | | | |
| Other Supplies | 540200 | | | | | | |
| | | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|----------------------------|----------------|------------------------|------------------------------|------------------------|--|-------------------------|----------------------------------|
| Books And Periodicals | 540500 | | | | | | |
| | | | | | | | |
| Meals | 540700 | | | | | | |
| | | | | | | | |
| Material And Equipment | 540900 | | | | | | |
| | | | | | | | |
| Parts/Tires - Fire | 540930 | | | | | | |
| | | | | | | | |
| Uniforms | 541000 | | | | | | |
| | | | | | | | |
| Protective Clothing | 541050 | | | | | | |
| | | | | | | | |
| Other Assessment | 560800 | | | | | | |
| | | | | | | | |
| Machinery And Equipment | 583000 | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Green Advisory Board - 01124 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | 1,200 | - | 1,200 | 148 | 1,500 | 25.00% |
| Other Salaries & Wages | 511000 | 18,864 | 1,500 | - | - | - | - % |
| Professional Salaries | 513000 | 12,166 | 11,874 | 12,236 | 8,184 | 13,147 | 7.45% |
| Total Salaries | | 32,230 | 13,374 | 13,436 | 8,332 | 14,647 | 9.01% |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | - | 1,960 | - | - | - | - % |
| Dues And Membership | 521700 | - | - | - | - | - | - % |
| Professional Development | 521800 | 264 | - | 250 | - | 277 | 10.80% |
| Professional Services | 521900 | - | 9,987 | 5,800 | - | - | - % |
| Total Purchased Services | | 264 | 11,947 | 6,050 | - | 277 | (95.42%) |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 154 | - | 250 | - | 162 | (35.20%) |
| Books And Periodicals | 540500 | 50 | - | 50 | - | 50 | - % |
| Total Supplies | | 204 | - | 300 | - | 212 | (29.33%) |
| Other | | | | | | | |
| Medicare | 570400 | - | - | - | 7 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 39 | - | - % |
| Total Other | | - | - | - | 45 | - | - % |
| TOTAL ORG: Green Advisory Board | | 32,698 | 25,321 | 19,786 | 8,377 | 15,136 | (23.50%) |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|------------------|-------------------------------|------------------|-------------------------|
| Highway - 01420 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 689,682 | 644,886 | 726,532 | 403,235 | 727,389 | 0.12% |
| Regular Temp | 510200 | - | - | - | - | - | - % |
| Overtime | 510300 | 52,289 | 56,844 | 52,289 | 30,416 | 52,289 | - % |
| Sick | 510400 | - | 32,469 | - | 13,285 | - | - % |
| Funeral Leave | 510410 | - | 2,783 | - | 2,774 | - | - % |
| Injury Leave | 510450 | - | (3,516) | - | - | - | - % |
| Longevity | 510460 | 8,031 | 8,700 | 9,232 | 9,900 | 9,900 | 7.24% |
| Incentive Pay | 510470 | - | - | - | - | - | - % |
| Merit Pay | 510490 | 9,100 | 8,900 | 9,100 | - | 9,100 | - % |
| Holiday | 510500 | - | 43,090 | - | 30,745 | - | - % |
| Overtime/Sick Adjustment | 510520 | - | (149) | - | (32) | - | - % |
| Flsa Adjustment | 510530 | - | 1,530 | - | 712 | - | - % |
| Vacation | 510600 | - | 72,691 | - | 63,427 | - | - % |
| Snow Plow Stipend | 510720 | - | - | - | - | - | - % |
| Personal Time | 510900 | - | 10,121 | - | 5,192 | - | - % |
| Other Salaries & Wages | 511000 | - | 203 | - | 185 | - | - % |
| Clerical Salaries & Wages | 512050 | 64,085 | 52,283 | 65,436 | 36,097 | 66,815 | 2.11% |
| Professional Salaries | 513000 | 167,190 | 91,168 | 175,830 | 52,371 | 182,192 | 3.62% |
| Total Salaries | | 990,377 | 1,022,003 | 1,038,419 | 648,306 | 1,047,685 | 0.89% |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | 655 | - | - | - | - | - % |
| Eqpt Rental | 520700 | - | - | - | - | - | - % |
| Travel | 520900 | - | 109 | - | - | - | - % |
| Telephone | 521500 | 3,800 | 3,947 | 4,400 | 1,844 | 4,400 | - % |
| Dues And Membership | 521700 | 1,442 | 2,535 | 3,000 | 2,661 | 3,000 | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Total Purchased Services | | 5,897 | 6,591 | 7,400 | 4,505 | 7,400 | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 1,500 | 1,915 | 1,125 | 1,249 | 1,125 | - % |
| Other Supplies | 540200 | - | - | - | - | - | - % |
| Postage And Courier | 540300 | 200 | 105 | 160 | - | 160 | - % |
| Books And Periodicals | 540500 | 50 | 58 | 50 | 58 | 60 | 20.00% |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Uniforms | 541000 | 13,200 | 14,011 | 13,200 | 6,344 | 14,000 | 6.06% |
| Total Supplies | | 14,950 | 16,088 | 14,535 | 7,651 | 15,345 | 5.57% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 328 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 2,688 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 2,472 | - | - % |
| Medical Opt Out | 570720 | - | - | - | 154 | - | - % |
| Total Other | | - | - | - | 5,642 | - | - % |
| Machinery And Equipment | 583000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Highway | | 1,011,224 | 1,044,682 | 1,060,354 | 666,104 | 1,070,430 | 0.95% |

BUDGET TEXT NOTES

| | | |
|---------------------------|--------|---|
| Regular Perm | 510100 | Per Position Control. |
| Overtime | 510300 | Departmental overtime excluding snow. |
| Merit Pay | 510490 | Annual merit payments per union contract. |
| Clerical Salaries & Wages | 512050 | Clerical salary, Per Position Control. |
| Professional Salaries | 513000 | Salaries for superintendent and assistant superintendent Per Position Control. |
| Eqpt Rep And Servicing | 520300 | Maintenance and repair of office machine. |
| Telephone | 521500 | Wireless phone charges for DPW Director, Engineering Assistant, Superintendent, Assistant Superintendent, Management and Crew Leaders. |
| Dues And Membership | 521700 | Dues - Mass Highway Assn. and licenses. |
| Office Supplies | 540100 | Calendars, pens, paper, ink cartridges, etc. |
| Postage And Courier | 540300 | Postage. |
| Books And Periodicals | 540500 | Construction manuals. |
| Uniforms | 541000 | Uniforms and protective clothing for highway personnel per union contract (excluding Trasfer station employees who are covered under a separate budget). Increase reflects the amended union contract that increased the reimbursement for workboots from 150 to 175 per pair twice a year. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Highway - Gas And Diesel - 01423 | | | | | | | |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | 15,000 | 36,350 | 15,000 | 5,124 | 15,000 | - % |
| Fuel And Oil | 521300 | - | - | - | - | - | - % |
| Diesel | 521310 | 122,321 | 48,161 | 90,000 | 80,000 | 75,000 | (16.67%) |
| Bio-Diesel | 521311 | - | - | - | - | - | - % |
| Gasoline | 521320 | 160,000 | 97,047 | 150,000 | 107,563 | 125,000 | (16.67%) |
| Total Purchased Services | | 297,321 | 181,558 | 255,000 | 192,687 | 215,000 | (15.69%) |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | - | - | - | - | - | - % |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Fuel Tax | 570350 | 9,740 | 9,344 | 9,300 | 9,300 | 9,500 | 2.15% |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | 9,740 | 9,344 | 9,300 | 9,300 | 9,500 | 2.15% |
| TOTAL ORG: Gas And Diesel | | 307,061 | 190,902 | 264,300 | 201,987 | 224,500 | (15.06%) |

BUDGET TEXT NOTES

| | | |
|------------------------|--------|---|
| Eqpt Rep And Servicing | 520300 | Service and repair of the fuel pumps used by Town vehicles. |
| Diesel | 521310 | Purchase of diesel fuel for Town vehicles (excluding CASE and school dept). Reduced to reflect actual expenditures. |
| Bio-Diesel | 521311 | Until mechanical issues with the use of bio-diesel is resolved, we are temporarily suspending this program. |
| Gasoline | 521320 | Purchase of gasoline for all Town vehicles (excluding CASE and school dept.). Due to the fluctuating fuel costs over the course of the Fiscal Year, we noticed that the Town has spent less than projected for No-Lead Gasoline. Reduced to reflect actual expenditures. |
| Fuel Tax | 570350 | Diesel fuel tax from which the Town is not exempt. Increased to reflect current tax hike |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Highway - Machinery - 01424 | | | | | | | |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | 64,184 | 36,912 | 56,000 | 49,220 | 56,000 | - % |
| Radio Repairs | 520310 | 2,122 | 1,700 | 2,000 | 2,000 | 2,000 | - % |
| Total Purchased Services | | 66,306 | 38,612 | 58,000 | 51,220 | 58,000 | - % |
| Supplies | | | | | | | |
| Parts/Tires - Police | 540920 | 24,040 | 17,430 | 23,400 | 10,611 | 23,400 | - % |
| Parts/Tires - Fire | 540930 | - | - | - | - | - | - % |
| Parts/Tires - Municipal | 540940 | 22,621 | 7,876 | 22,000 | 6,287 | 22,000 | - % |
| Parts/Tires - Civil Defense | 540950 | 3,934 | 238 | 3,800 | - | 3,800 | - % |
| Parts/Tires - Highway | 540960 | 102,281 | 107,252 | 100,000 | 49,276 | 100,000 | - % |
| Sign Material | 540970 | - | - | - | - | - | - % |
| Parts/Tires - Nat'L Res/Cem | 540980 | 15,407 | 9,219 | 11,800 | 6,474 | 11,800 | - % |
| Small Tools | 540990 | 1,574 | 1,606 | 1,500 | 976 | 1,500 | - % |
| Total Supplies | | 169,857 | 143,622 | 162,500 | 73,624 | 162,500 | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Capital Outlay | 580000 | 120,000 | 146,200 | 120,000 | 76,882 | 120,000 | - % |
| Total Capital / Property | | 120,000 | 146,200 | 120,000 | 76,882 | 120,000 | - % |
| TOTAL ORG: Machinery | | 356,163 | 328,433 | 340,500 | 201,727 | 340,500 | - % |

BUDGET TEXT NOTES

| | | |
|-----------------------------|--------|---|
| Eqpt Rep And Servicing | 520300 | Repairs such as alignments, spring repairs, inspections and other repairs that the garage is not equipped to perform. |
| Radio Repairs | 520310 | Communication equipment. |
| Parts/Tires - Police | 540920 | Parts and tires for police vehicles. |
| Parts/Tires - Fire | 540930 | Shifted to Fire Department. |
| Parts/Tires - Municipal | 540940 | Parts and tires for Municipal Properties vehicles. |
| Parts/Tires - Civil Defense | 540950 | Parts and tires for Civil Defense vehicles. |
| Parts/Tires - Highway | 540960 | Parts and tires for Highway vehicles. |
| Parts/Tires - Nat'L Res/Cem | 540980 | Parts and tires for Natural Resources vehicles (includes Cemetery and Recreation Departments). |
| Small Tools | 540990 | Purchase of small tools for the mechanics. |
| Capital Outlay | 580000 | Replacement program for dump trucks and other equipment used to plow. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Highway - Roads - 01421 | | | | | | | |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 12,253 | 10,744 | 11,000 | 6,129 | 11,000 | - % |
| Material And Equipment | 540900 | 57,368 | 60,923 | 53,000 | 41,243 | 53,000 | - % |
| Sign Material | 540970 | 20,085 | 28,710 | 19,000 | 11,286 | 19,000 | - % |
| Total Supplies | | 89,706 | 100,377 | 83,000 | 58,658 | 83,000 | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Paving | 586010 | 163,609 | 177,981 | 163,609 | 68,240 | 163,609 | - % |
| Guardrail Rep/Improve | 586020 | 7,000 | 1,151 | 7,000 | - | 7,000 | - % |
| Total Capital / Property | | 170,609 | 179,132 | 170,609 | 68,240 | 170,609 | - % |
| TOTAL ORG: Roads | | 260,315 | 279,508 | 253,609 | 126,898 | 253,609 | - % |

BUDGET TEXT NOTES

| | | |
|------------------------|--------|--|
| Other Supplies | 540200 | Purchase of all tools used by the work crew. |
| Material And Equipment | 540900 | Sand, stone, pipe and drainage materials. |
| Sign Material | 540970 | Purchase all materials used for the manufacture and installation of signs. |
| Paving | 586010 | Paving, line painting and maintenance of Town ways. Also includes drainage repairs and adjustments, crackfilling infrared patching and cold patching. Reallocated funds from the Guardrail budget to Paving. |
| Guardrail Rep/Improve | 586020 | Repair and replacement of roadside guardrails. This budgetary item varies on the need for new installations and the repair of existing guard rails that may be damaged in an accident or deteriorated due to its age. Most of the accident damage is covered by the insurance of the party at fault. Our need for this item seems to have decreased and we would recommend reducing the line item to \$7,000 |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Highway - Snow And Ice - 01422 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | 135,237 | 100,392 | 135,237 | 130,907 | 135,237 | - % |
| Snow Plow Stipend | 510720 | 11,000 | 7,350 | 11,000 | 6,550 | 11,000 | - % |
| Meals Stipend | 510740 | 3,000 | 3,200 | 3,200 | - | 3,200 | - % |
| Total Salaries | | 149,237 | 110,942 | 149,437 | 137,457 | 149,437 | - % |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | 49,720 | 44,457 | 49,720 | 34,439 | 49,720 | - % |
| Eqpt Rental | 520700 | - | - | - | - | - | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Contractual Service | 522700 | 144,458 | 82,585 | 144,457 | 142,997 | 144,457 | - % |
| Street Sweeping | 522770 | - | - | - | - | - | - % |
| Total Purchased Services | | 194,178 | 127,042 | 194,177 | 177,436 | 194,177 | - % |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 5,000 | 316 | 5,000 | 296 | 5,000 | - % |
| Meals | 540700 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | 190,344 | 183,086 | 190,344 | 191,828 | 190,344 | - % |
| Total Supplies | | 195,344 | 183,402 | 195,344 | 192,124 | 195,344 | - % |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 570 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 2,727 | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 1,532 | - | - % |
| Total Other | | - | - | - | 4,828 | - | - % |
| Capital / Property | | | | | | | |
| Machinery And Equipment | 583000 | - | 26,472 | - | - | - | - % |
| Total Capital / Property | | - | 26,472 | - | - | - | - % |
| TOTAL ORG: Snow And Ice | | 538,759 | 447,857 | 538,958 | 511,845 | 538,958 | - % |

BUDGET TEXT NOTES

| | | |
|------------------------|--------|--|
| Overtime | 510300 | All overtime related to snow and ice removal. Increased to cover the 2% COLA as per the union agreement. |
| Snow Plow Stipend | 510720 | Per union contract. |
| Eqpt Rep And Servicing | 520300 | Parts and repairs of snow removal equipment. |
| Contractual Service | 522700 | Outside contractors that supplement Highway force for snow removal on roads & sidewalks. |
| Other Supplies | 540200 | Repair of snow damage, purchase of snow stakes, snow fence, sand barrels, etc. |
| Material And Equipment | 540900 | Deicing chemicals. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Highway - Special Projects - 01425 | | | | | | | |
| Overtime | 510300 | - | - | - | - | - | - % |
| Total Salaries | | - | - | - | - | - | - % |
| Purchased Services | | | | | | | |
| Eqpt Rental | 520700 | 10,300 | - | 9,300 | 9,300 | 9,300 | - % |
| Business Outreach | 522710 | - | - | - | - | - | - % |
| Other Service | 522771 | 13,493 | 11,000 | 12,200 | 19,226 | 12,200 | - % |
| Total Purchased Services | | 23,793 | 11,000 | 21,500 | 28,526 | 21,500 | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Capital Outlay | 580000 | - | - | - | - | - | - % |
| Sidewalk Repair/Improve | 586100 | 130,000 | 184,820 | 130,000 | 86,829 | 130,000 | - % |
| Bridge/Culvert Repair | 586200 | 11,139 | - | 10,000 | 16,050 | 50,000 | 400.00% |
| Total Capital / Property | | 141,139 | 184,820 | 140,000 | 102,878 | 180,000 | 28.57% |
| TOTAL ORG: Special Projects | | 164,932 | 195,820 | 161,500 | 131,404 | 201,500 | 24.77% |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|--|
| Eqpt Rental | 520700 | Rental of equipment such as an excavator or crane for projects that Town equipment is incapable of performing. |
| Other Service | 522771 | Environmental compliance (tight tank testing/pumping). |
| Sidewalk Repair/Improve | 586100 | Repairs, reconstruction or design of existing sidewalks. |
| Bridge/Culvert Repair | 586200 | Drainage (including culverts & bridges) repair, reconstruction, improvements, design & inspections |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Highway - Street Cleaning - 01426 | | | | | | | |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | - | - | - | - | - | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| TOTAL ORG: Street Cleaning | | - | - | - | - | - | - % |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Historical Commission - 01650 | | | | | | | |
| Purchased Services | | | | | | | |
| Dues And Membership | 521700 | 200 | - | 200 | - | 200 | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Total Purchased Services | | 200 | - | 200 | - | 200 | - % |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 180 | - | 176 | - | 176 | - % |
| Books And Periodicals | 540500 | - | - | - | - | - | - % |
| Total Supplies | | 180 | - | 176 | - | 176 | - % |
| TOTAL ORG: Historical Commission | | 380 | - | 376 | - | 376 | - % |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-----------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Human Resources - 01152 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | 12,500 | 9,964 | 12,500 | 3,714 | 12,500 | - % |
| Sick | 510400 | - | 340 | - | 1,230 | - | - % |
| Funeral Leave | 510410 | - | - | - | 1,434 | - | - % |
| Holiday | 510500 | - | 8,381 | - | 6,558 | - | - % |
| Vacation | 510600 | - | 10,282 | - | 9,159 | - | - % |
| Personal Time | 510900 | - | 2,295 | - | 729 | - | - % |
| Salary Adjustment Line | 510999 | - | - | - | - | - | - % |
| Other Salaries & Wages | 511000 | - | 1,912 | - | (708) | - | - % |
| Senior Work Program | 511800 | 44,100 | 41,199 | 44,100 | 31,724 | 44,100 | - % |
| Clerical Salaries & Wages | 512050 | 61,033 | 66,791 | 65,436 | 34,458 | 66,815 | 2.11% |
| Professional Salaries | 513000 | 114,744 | 110,216 | 128,375 | 67,385 | 131,109 | 2.13% |
| Total Salaries | | 232,377 | 251,377 | 250,411 | 155,681 | 254,524 | 1.64% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 7,725 | 8,032 | 9,125 | 8,253 | 10,370 | 13.64% |
| Eqpt Maintenance | 520600 | - | - | - | - | - | - % |
| Travel | 520900 | 600 | 565 | 600 | 249 | 900 | 50.00% |
| Dues And Membership | 521700 | 920 | 1,396 | 1,300 | 1,199 | 1,400 | 7.69% |
| Professional Development | 521800 | - | 4 | - | - | - | - % |
| Employee Recognition | 521820 | 36,200 | 35,871 | 37,000 | 28,144 | 40,315 | 8.96% |
| Professional Services | 521900 | 10,000 | 3,241 | 30,000 | 1,238 | 10,000 | (66.67%) |
| Professional Services - Medica | 521940 | 14,500 | 15,107 | 22,960 | 4,361 | 19,000 | (17.25%) |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Total Purchased Services | | 69,945 | 64,216 | 100,985 | 43,444 | 81,985 | (18.81%) |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 1,600 | 1,163 | 1,700 | 317 | 2,000 | 17.65% |
| Other Supplies | 540200 | 1,200 | 630 | 1,200 | 78 | 1,200 | - % |
| Books And Periodicals | 540500 | 600 | 98 | 900 | - | 1,350 | 50.00% |
| Material And Equipment | 540900 | 300 | 179 | 600 | - | 600 | - % |
| Total Supplies | | 3,700 | 2,071 | 4,400 | 396 | 5,150 | 17.05% |
| Other | | | | | | | |
| Chapter 111F Fire | 570150 | - | - | - | - | - | - % |
| Chapter 111 F Police | 570151 | - | - | - | 128 | - | - % |
| Police And Fire Injury Insuran | 570152 | 115,000 | 101,966 | 94,000 | 32,026 | 94,000 | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 143 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 713 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 713 | - | - % |
| Stop Loss Insurance | 579000 | - | - | - | - | - | - % |
| Total Other | | 115,000 | 101,966 | 94,000 | 33,723 | 94,000 | - % |
| TOTAL ORG: Human Resources | | 421,022 | 419,631 | 449,796 | 233,243 | 435,659 | (3.14%) |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|--|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Overtime | 510300 | | Overtime for Office Manager and Clerk positions. Only expended \$9,963.60 in FY16. | | | | |
| Senior Work Program | 511800 | | \$14.00/hour x 90 hours/year = 35 Senior Workers Not all Senior Workers work the full 90 hours Projected to use all \$44,100 even though only spent \$41,198.50 in FY16 With Land Use departments at 33 Nagog during majority part of FY16, less Senior Workers were used. | | | | |
| Clerical Salaries & Wages | 512050 | | Per Position Control. | | | | |
| Professional Salaries | 513000 | | Per Position Control. | | | | |
| Advertising | 520100 | | \$8,311.50 was spent in FY16 Signed a one year contract with LinkedIn that will cost the town \$1,300 in FY18 In addition, there are a minimum of 9 vacancies due to retirements that we're aware of. We are estimating advertising costs for these positions to be \$3,600 (\$400 x 9 = \$3,600) which may increase the FY16 spending. We are requesting this line to increase to \$10,370, a 13.6% increase. | | | | |
| Travel | 520900 | | Mileage to meetings/seminars. HR Director, HR Office Manager and Assistant attending various meetings and seminars. For example, MMPA meetings and Star12 trainings. Increasing by 50% to \$900 to accomodate one additional staff member. \$900/3 ee = \$300/emp/12 mos = \$25/mo | | | | |
| Dues And Membership | 521700 | | Membership in Massachusetts Municipal Association, MMPA Monthly meetings, MMPA meeting dues. lincrease in membership dues. In addition, membership to Star12, SHRM and NEHRA. Spent \$1,396 in FY16. With the addition of one additional staff member, increase to \$1,400 | | | | |
| Professional Development | 521800 | | Centralized under Town Manger. | | | | |
| Employee Recognition | 521820 | | Town Manager & BOS sponsored events such as S.T.A.R, Employee Professional Development and Team Day and Holiday Gift. Slight decrease due to left-over inventory from FY16. Spent \$40,311.78 in FY16. Our participation has increased each year with the Professional Development and Team Day and S.T.A.R. event. | | | | |
| Professional Services | 521900 | | Professional/Consultant HR Services for Firefighter, Lieutenant and Captain written exams (\$1,300 x 3 = \$3,900) Pyschological screening for Police Officers (\$400 x 3 = \$1,200) Possible Assessment Center Deputy Police Chief = \$5,000 Speakers for Professional Services training = \$1,000 | | | | |
| Professional Services - Medica | 521940 | | All medical payments such as pre-employment physicals, Return to duty, IME's. Highway and Municipal Departments removed DOT physicals from their accounts, centralized it to HR. | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--------------------------------|---------|----------------|--|----------------|-------------------------------|-----------------|-------------------------|
| Office Supplies | 540100 | | Office supplies for HR. | | | | |
| Other Supplies | 540200 | | Supplies used for meetings and mailings for open enrollment, retirement programs, training & education programs, and other non- office supplies. | | | | |
| Books And Periodicals | 540500 | | Subscriptions to professional & legal publications - FLSA, BLR, Public Employment Law and Workforce, SHRM material, NEHRA material, HR Executive magazine. Subscriptions required to keep current with legal decisions, new legislation and innovations in HR. STAR12 HR material. \$450 x 3 employees = \$1,350 | | | | |
| Material And Equipment | 540900 | | Materials & equipment used for meetings, office, events. | | | | |
| Chapter 111F Fire | 570150 | | Contracted out to Gowrie Group, new line item. | | | | |
| Chapter 111 F Police | 570151 | | Contracted out to Gowrie Group, new line item. | | | | |
| Police And Fire Injury Insuran | 570152 | | FY16 first full year using Gowrie Group. Spent \$87,204 FY17 second full year using Gowrie Group | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------------|---------|------------------|----------------------|------------------|-------------------------------|------------------|-------------------------|
| Information Technology - 01154 | | | | | | | |
| Salaries | | | | | | | |
| Regular Temp | 510200 | - | - | - | - | - | - % |
| Overtime | 510300 | - | 665 | - | - | - | - % |
| Sick | 510400 | - | 5,922 | - | 2,327 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Seasonal | 510440 | - | 8,819 | - | - | - | - % |
| Holiday | 510500 | - | 16,679 | - | 11,297 | - | - % |
| Vacation | 510600 | - | 21,749 | - | 14,249 | - | - % |
| Personal Time | 510900 | - | 3,526 | - | 2,645 | - | - % |
| Clerical Salaries & Wages | 512050 | - | - | - | - | - | - % |
| Professional Salaries | 513000 | 405,170 | 321,084 | 390,355 | 184,439 | 418,383 | 7.18% |
| Total Salaries | | 405,170 | 378,443 | 390,355 | 214,957 | 418,383 | 7.18% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | - | - | - | - | - | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Mis Equipment & Software | 520400 | 410,000 | 474,749 | 449,000 | 437,753 | 449,000 | - % |
| Gis | 520410 | 175,000 | 171,378 | 175,000 | 72,437 | 175,000 | - % |
| Eqpt Maintenance | 520600 | 137,000 | 137,791 | 137,000 | 115,346 | 137,000 | - % |
| Travel | 520900 | - | - | - | - | - | - % |
| Telephone | 521500 | 81,700 | 103,813 | 81,700 | 89,180 | 81,700 | - % |
| Dues And Membership | 521700 | 250 | 92 | 250 | 467 | 250 | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Professional Services | 521900 | 100,000 | 121,574 | 100,000 | 71,676 | 100,000 | - % |
| Internet Services | 521980 | 30,000 | 20,138 | 30,000 | 25,408 | 30,000 | - % |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Contractual Service | 522700 | 110,000 | 145,885 | 110,000 | 63,167 | 110,000 | - % |
| Software Services | 522720 | - | - | - | - | - | - % |
| Web Page Services | 522730 | - | - | - | - | - | - % |
| Total Purchased Services | | 1,043,950 | 1,175,420 | 1,082,950 | 875,434 | 1,082,950 | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | - | 423 | - | - | - | - % |
| Other Supplies | 540200 | - | - | - | - | - | - % |
| Books And Periodicals | 540500 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | - | 423 | - | - | - | - % |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-----------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 171 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 713 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 713 | - | - % |
| Medical Opt Out | 570720 | - | - | - | 308 | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 1,904 | - | - % |
| Capital / Property | | | | | | | |
| Capital Outlay | 580000 | 30,000 | 35,075 | 30,000 | 28,767 | 30,000 | - % |
| Digitize Records | 580020 | 40,000 | 71,422 | 40,000 | 8,695 | 40,000 | - % |
| Total Capital / Property | | 70,000 | 106,497 | 70,000 | 37,462 | 70,000 | - % |
| TOTAL ORG: Information Technology | | 1,519,120 | 1,660,783 | 1,543,305 | 1,129,758 | 1,571,333 | 1.82% |

BUDGET TEXT NOTES

| | | |
|--------------------------|--------|--|
| Professional Salaries | 513000 | Per Position Control. |
| Mis Equipment & Software | 520400 | Software maintenance and licensing. Financial packages are the largest component, followed by public safety dispatch, records and mobile data. Server virtualization software maintenance & hosted Munis software modules. Nursing software. Increase reflects migration to cloud-based storage and licensing for office applications. |
| Gis | 520410 | Development and maintenance of enterprise geographic information system (GIS). Layer development and maintenance. GIS training, hardware and software maintenance. |
| Eqpt Maintenance | 520600 | Townwide networked copiers, lease maintenance and supplies. Network switch, wireless access and battery backup maintenance. Time and materials repair. |
| Telephone | 521500 | Townwide unified (land-line) communications (voice over IP). Public safety mobile data cellular. Cellular telephones for multiple departments, emergency satellite phones. |
| Dues And Membership | 521700 | Professional Memberships. |
| Professional Services | 521900 | Weather service subscriptions. Radio system maintenance, VOIP phone system maintenance. Document storage system maintenance and disaster recovery. Managed server services. |
| Internet Services | 521980 | Internet connections, security devices such as firewalls, spam filters, web content filters and encryption. |
| Contractual Service | 522700 | Consulting and special projects, system implementation. Reverse emergency notification (connect-CTY) and Verizon subscriber list. Building access control. Software customizations or specialized instruction. |
| Capital Outlay | 580000 | Hardware refresh, capital equipment. |
| Digitize Records | 580020 | Digitize municipal records. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Land Use/Economic Development - 01180 | | | | | | | |
| Salaries | | | | | | | |
| Sick | 510400 | - | - | - | 1,401 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Holiday | 510500 | - | - | - | 3,880 | - | - % |
| Vacation | 510600 | - | - | - | 2,634 | - | - % |
| Personal Time | 510900 | - | - | - | 649 | - | - % |
| Clerical Salaries & Wages | 512050 | - | - | - | - | 130,826 | - % |
| Professional Salaries | 513000 | - | - | 110,000 | 62,938 | 119,127 | 8.30% |
| Total Salaries | | - | - | 110,000 | 71,502 | 249,953 | 127.23% |
| Purchased Services | | | | | | | |
| Professional Services | 521900 | - | - | 18,700 | 6,279 | 10,000 | (46.52%) |
| Total Purchased Services | | - | - | 18,700 | 6,279 | 10,000 | (46.52%) |
| Supplies | | | | | | | |
| Office Supplies | 540100 | - | - | - | 435 | - | - % |
| Total Supplies | | - | - | - | 435 | - | - % |
| Other | | | | | | | |
| Medicare | 570400 | - | - | - | 62 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 295 | - | - % |
| Total Other | | - | - | - | 358 | - | - % |
| TOTAL ORG: Land Use/Economic Development | | - | - | 128,700 | 78,573 | 259,953 | 101.98% |

BUDGET TEXT NOTES

| | | |
|---------------------------|--------|---|
| Clerical Salaries & Wages | 512050 | Per position control 3 land use clerical |
| Professional Salaries | 513000 | Land use and Economic Development Director |
| Professional Services | 521900 | Land use and Economic Development support services. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|------------------------------------|---------|------------------|----------------------|------------------|-------------------------------|------------------|-------------------------|
| Memorial Library - 01610 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 554,484 | 533,966 | 573,297 | 315,112 | 588,937 | 2.73% |
| Regular Temp | 510200 | 281,617 | 201,204 | 279,448 | 141,599 | 287,156 | 2.76% |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | 14,564 | - | 20,427 | - | - % |
| Funeral Leave | 510410 | - | 111 | - | 286 | - | - % |
| Holiday | 510500 | - | 35,127 | - | 27,233 | - | - % |
| Vacation | 510600 | - | 48,543 | - | 32,616 | - | - % |
| Personal Time | 510900 | - | 6,787 | - | 5,113 | - | - % |
| Other Salaries & Wages | 511000 | - | 910 | - | 1,032 | - | - % |
| Clerical Salaries & Wages | 512050 | 36,620 | 31,463 | 37,392 | 20,326 | 38,180 | 2.11% |
| Professional Salaries | 513000 | 190,827 | 157,696 | 188,520 | 98,633 | 194,840 | 3.35% |
| Total Salaries | | 1,063,548 | 1,030,371 | 1,078,657 | 662,376 | 1,109,113 | 2.82% |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | 400 | 759 | 400 | - | 400 | - % |
| Mis Equipment & Software | 520400 | 55,500 | 49,996 | 50,000 | 51,632 | 50,000 | - % |
| Travel | 520900 | 750 | 1,866 | 750 | 2,077 | 750 | - % |
| Dues And Membership | 521700 | 350 | 110 | 500 | 110 | 500 | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Public Relations | 521850 | 1,000 | 988 | 1,000 | 1,261 | 1,000 | - % |
| Professional Services | 521900 | - | 753 | - | - | - | - % |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Total Purchased Services | | 58,000 | 54,472 | 52,650 | 55,080 | 52,650 | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 2,100 | 2,412 | 2,100 | 1,980 | 2,100 | - % |
| Other Supplies | 540200 | 10,000 | 34,107 | 9,000 | 7,657 | 9,000 | - % |
| Postage And Courier | 540300 | 25 | - | 25 | - | 25 | - % |
| Books And Periodicals | 540500 | 198,000 | 115,333 | 207,500 | 114,747 | 207,500 | - % |
| Non-Print Materials | 540510 | - | 96,503 | - | 98,150 | - | - % |
| Periodicals | 540520 | - | 14,899 | - | 13,618 | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | 210,125 | 263,255 | 218,625 | 236,153 | 218,625 | - % |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 575 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 1,181 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 3,910 | - | - % |
| Medical Opt Out | 570720 | - | - | - | 154 | - | - % |
| Life Opt Out | 570730 | - | - | - | 1 | - | - % |
| Total Other | | - | - | - | 5,820 | - | - % |
| TOTAL ORG: Memorial Library | | 1,331,673 | 1,348,098 | 1,349,932 | 959,428 | 1,380,388 | 2.26% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|---|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Regular Perm | 510100 | | Per Position Control. | | | | |
| Regular Temp | 510200 | | Per Position Control. | | | | |
| Clerical Salaries & Wages | 512050 | | Per Position Control. | | | | |
| Professional Salaries | 513000 | | Per Position Control. | | | | |
| Eqpt Rep And Servicing | 520300 | | Repair of library equipment. | | | | |
| Mis Equipment & Software | 520400 | | Include AML's Minuteman Library Network membership assessment, annual costs for online calendar, museum pass reservation capability, Constant Contact for publicity, print and time management system for public computers, filtering in children's room, RFID maintenance, website hosting, Bookletters website utility and self-check out stations. | | | | |
| Travel | 520900 | | Mileage for staff to attend Network, Regional and other meetings to keep informed and maintain skills. | | | | |
| Dues And Membership | 521700 | | Staff Membership in professional associations. | | | | |
| Public Relations | 521850 | | Volunteer Recognition (at holidays or to pay for the spring event) and movie license, which is used for two adult film series a year plus monthly Family Movie Nights. | | | | |
| Office Supplies | 540100 | | General Office Supplies. | | | | |
| Other Supplies | 540200 | | Library and processing supplies, including RFID tags for all items added to the collection; borrower cards; barcodes; book jackets; receipt printer tapes and ribbons; packaging for popular AV formats, etc. | | | | |
| Postage And Courier | 540300 | | Misc. postage and 'Fedex-ing' grants to meet deadlines and track receipts. | | | | |
| Books And Periodicals | 540500 | | Library materials of all types. | | | | |
| Non-Print Materials | 540510 | | Reference databases, downloadable e-books and audiobooks, DVDs, CDs, Playaways, books on CD, etc. These are very popular formats which are more expensive than print materials. | | | | |
| Periodicals | 540520 | | Subscriptions to hard copy periodicals and newspapers. | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties - 01192 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 419,186 | 359,766 | 443,096 | 208,555 | 502,611 | 13.43% |
| Overtime | 510300 | 20,000 | 20,413 | 20,000 | 18,876 | 20,000 | - % |
| Sick | 510400 | - | 10,120 | - | 25,428 | - | - % |
| Funeral Leave | 510410 | - | 838 | - | 1,028 | - | - % |
| Seasonal | 510440 | 18,801 | 1,595 | 19,172 | 10,922 | 19,172 | - % |
| Injury Leave | 510450 | - | - | - | - | - | - % |
| Longevity | 510460 | - | 4,500 | - | 4,500 | 4,500 | - % |
| Merit Pay | 510490 | - | 5,400 | - | - | 5,600 | - % |
| Holiday | 510500 | - | 22,669 | - | 19,997 | - | - % |
| Overtime/Sick Adjustment | 510520 | - | - | - | - | - | - % |
| Flsa Adjustment | 510530 | - | 210 | - | 175 | - | - % |
| Vacation | 510600 | - | 37,412 | - | 19,841 | - | - % |
| Snow Plow Stipend | 510720 | - | 800 | - | 750 | - | - % |
| Meals Stipend | 510740 | 1,600 | 1,600 | 1,600 | - | 1,600 | - % |
| Personal Time | 510900 | - | 4,013 | - | 2,332 | - | - % |
| Other Salaries & Wages | 511000 | - | 993 | - | 2,309 | - | - % |
| Clerical Salaries & Wages | 512050 | 64,085 | 24,875 | 54,802 | 45,674 | 66,815 | 21.92% |
| Professional Salaries | 513000 | 104,076 | 74,835 | 101,768 | 48,600 | 104,123 | 2.31% |
| Total Salaries | | 627,748 | 570,039 | 640,438 | 408,986 | 724,421 | 13.11% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 1,000 | 567 | 1,020 | 51 | 600 | (41.18%) |
| Bldg Grounds And Maint. | 520200 | 42,000 | 43,956 | 58,000 | 26,451 | 54,000 | (6.90%) |
| Eqpt Rep And Servicing | 520300 | 2,000 | 4,178 | 4,000 | 1,849 | 4,000 | - % |
| Other Equipment | 520500 | - | 13,497 | 3,500 | 2,596 | 3,500 | - % |
| Eqpt Maintenance | 520600 | - | - | - | - | - | - % |
| Electricity | 521100 | - | 794 | - | - | - | - % |
| Replace Lights With Leds | 521150 | - | - | - | - | - | - % |
| Street Lighting | 521200 | 108,000 | 68,728 | 85,000 | 48,049 | 50,000 | (41.18%) |
| Traffic Signal & Security | 521210 | 7,500 | 7,007 | 8,000 | 7,007 | 8,000 | - % |
| Natural Gas | 521420 | - | - | - | - | - | - % |
| Telephone | 521500 | 6,000 | 4,834 | 6,000 | 5,000 | 6,000 | - % |
| Dues And Membership | 521700 | 1,000 | 800 | 1,000 | 991 | 1,000 | - % |
| Professional Development | 521800 | - | 240 | - | - | - | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| License Fees | 522450 | 1,500 | 1,184 | 1,500 | 875 | 1,500 | - % |
| Contractual Service | 522700 | 83,500 | 97,628 | 100,000 | 47,458 | 100,000 | - % |
| Trash Removal | 522800 | - | - | 20,000 | 20,000 | 20,300 | 1.50% |
| Total Purchased Services | | 252,500 | 243,412 | 288,020 | 160,327 | 248,900 | (13.58%) |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|----------------------------------|----------------|------------------------|------------------------------|------------------------|--|-------------------------|----------------------------------|
| Supplies | | | | | | | |
| Office Supplies | 540100 | 1,000 | 1,062 | 1,000 | 1,674 | 1,000 | - % |
| Other Supplies | 540200 | 45,000 | 45,095 | 45,000 | 24,386 | 45,000 | - % |
| Postage And Courier | 540300 | - | - | - | - | - | - % |
| Books And Periodicals | 540500 | - | - | - | 39 | - | - % |
| Meals | 540700 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | 10,000 | 5,130 | 10,000 | - | 8,000 | (20.00%) |
| Uniforms | 541000 | 5,381 | 4,475 | 5,500 | 3,126 | 5,500 | - % |
| Protective Clothing | 541050 | 4,000 | 2,359 | 4,000 | 853 | 4,000 | - % |
| Total Supplies | | 65,381 | 58,121 | 65,500 | 30,078 | 63,500 | (3.05%) |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 243 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 3,646 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 970 | - | - % |
| Medical Opt Out | 570720 | - | - | - | 308 | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Refunds | 579100 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 5,166 | - | - % |
| Capital / Property | | | | | | | |
| Capital Outlay | 580000 | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Machinery And Equipment | 583000 | - | 81,341 | - | - | - | - % |
| Total Capital / Property | | - | 81,341 | - | - | - | - % |
| TOTAL ORG: Municipal Prop | | 945,629 | 952,913 | 993,958 | 604,558 | 1,036,821 | 4.31% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Regular Perm | 510100 | | | | | | |
| Wages for unionized crew (4 Grounds, 4 Building) Including new Arborist position. This amount covers settled union contract. | | | | | | | |
| Overtime | 510300 | | | | | | |
| Pays for Snow Removal around Building, tree storm damage, and interior maintenance that must be done when buildings are closed (Rug Shampooing, painting). Most of this overtime is used on an emergency basis, beyond departmental control. | | | | | | | |
| Seasonal | 510440 | | | | | | |
| Pays for seasonal employees. | | | | | | | |
| Meals Stipend | 510740 | | | | | | |
| Meals stipend at \$200 per union employee times 8 employees as per AFSCMA contract. | | | | | | | |
| Clerical Salaries & Wages | 512050 | | | | | | |
| Per Position Control reflects 100% of formerly shared position. | | | | | | | |
| Professional Salaries | 513000 | | | | | | |
| Per Position Control. | | | | | | | |
| Advertising | 520100 | | | | | | |
| Legal notice costs for tree removal hearings (MGL C. 87) and sealed bid procurement (MGL C. 30B, MGL C. 149), etc. | | | | | | | |
| Bldg Grounds And Maint. | 520200 | | | | | | |
| This is a general contingency amount for building emergencies not related to a specific building. Budget for all repairs, maintenance and upgrades of building systems (HVAC, Plumbing, Electrical, Septic Pumping, Carpentry, Painting, Roof Repairs, etc). This is a true contingency for unexpected events/repairs and applicable Permit/Inspection Fees. Some repairs last year were able to be applied to EEF as MP was able to upgrade to more efficient equipment; most repairs cannot be applied to EEF. | | | | | | | |
| Eqpt Rep And Servicing | 520300 | | | | | | |
| Budget for outside repair of Motor Equipment not covered by Highway Department budget. (IE: Small Engine Repair, and repair of specialized equipment, such as Brush Chippers, Snow Blowers, Trimmers etc.). | | | | | | | |
| Other Equipment | 520500 | | | | | | |
| Tree & Grounds maintenance tools, snow blower, power pruners, etc. MP will need to replace a snow blower in FY18 (10HP Hydrastict commercial grade). | | | | | | | |
| Street Lighting | 521200 | | | | | | |
| Pays for maintenance and operation of street lights. Electric supply rates are now fixed until 2033 at a slightly higher cost than in previous years via long term solar landfill energy supply contract. This account also includes funds to furnish and install additional streetlights at crosswalks to enhance pedestrian safety and replace damaged lights. Currently negotiating new O & M contract with WMLP since town wide LED conversion. | | | | | | | |
| Traffic Signal & Security | 521210 | | | | | | |
| Pays for electricity for traffic signals at Mass Ave/ Central, Main/Post Office Square, Powdermill/High and Main/School Streets. Also pays for security lighting in town owned parking lots. Increase factors in higher cost for "green" energy. | | | | | | | |
| Telephone | 521500 | | | | | | |
| This amount covers cell phones for official use by only Municipal Properties employees. Additional phone for new Superintendent added to MP. | | | | | | | |
| Dues And Membership | 521700 | | | | | | |
| Pays for Public Purchasing Official certification for Superintendent and Office Manager and membership in professional organizations for Tree Warden and Arborist. | | | | | | | |
| License Fees | 522450 | | | | | | |
| Grounds & Tree Crews - Hydraulic Operators' Licenses, ROW Vegetation Mgt, Pesticide Licenses, at Pesticide Certifications at, ISA Arborist Certification at, MA Arborist Certifications. State Fees increased from FY16 | | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|------------------------|---------|----------------|---|----------------|-------------------------------|-----------------|-------------------------|
| Contractual Service | 522700 | | This pays for contracted street tree pruning, removal, stump grinding and storm damage. Current contract rate up to \$850/day. Expect contractual services to increase slightly with foreseen retirement of current consulting Tree Warden. Eversource has performed some removals at no cost to the Town where trees could endanger power supply lines but not always the case | | | | |
| Trash Removal | 522800 | | Trash Removal - increased by 1.5% increase for projected annual adjustment of tipping fees (consumer price index) provided by DPW Director | | | | |
| Office Supplies | 540100 | | General offices supplies, including printer supplies (additional printer added to MP office in FY16) | | | | |
| Other Supplies | 540200 | | Pays for paper products, custodial supplies, grounds care supplies, paint, hardware, light bulbs and small parts for all building and grounds operations. Based on actuals. If new Senior Center lease is approved, additional paper products & custodial supplies will be needed for the additional building 4X the current COA building. | | | | |
| Material And Equipment | 540900 | | Pays for routine replacement of small equipment such as mowers, chain saws, string trimmers, leaf blowers, vacuum cleaners, carpet cleaner machines, etc. | | | | |
| Uniforms | 541000 | | Pant Uniform Rentals, per AFSCME union contract, 8 union employees & purchase of seasonal shirts & sweatshirts. | | | | |
| Protective Clothing | 541050 | | Two pair safety shoes, annually @ \$175/pr, two seasonal coats for 8 union employees as per contract. Rain gear, gloves, miscellaneous safety glasses & equipment. OSHA and ANSI Z-133 regulations mandated chain saw chaps for all saw operators (4) Also mandated is replacement of all hard hats every two years due to ultra violet degradation of the plastic shells (4). | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties 30 Sudbry - 0119213 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | - | - | - | - | 9,000 | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Real Estate Rent/Lease | 520800 | - | - | - | - | - | - % |
| Electricity | 521100 | - | - | - | - | 26,000 | - % |
| Water | 521110 | - | - | - | - | 2,400 | - % |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | - | - | - | - | 22,000 | - % |
| Contractual Service | 522700 | - | - | - | - | 112,000 | - % |
| Total Purchased Services | | - | - | - | - | 171,400 | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Municipal Properties 30 Sudbry | | - | - | - | - | 171,400 | - % |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties 468 Main St - 0119221 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 5,000 | 4,293 | 2,500 | 2,576 | 2,500 | - % |
| Eqpt Rep And Servicing | 520300 | 1,500 | 200 | - | - | - | - % |
| Electricity | 521100 | 2,550 | 1,115 | 1,600 | 2,230 | 3,000 | 87.50% |
| Water | 521110 | 300 | 282 | 300 | 215 | 300 | - % |
| Heating Oil | 521410 | 5,000 | 2,155 | 5,000 | 3,000 | 3,000 | (40.00%) |
| Natural Gas | 521420 | 300 | 196 | 300 | 196 | 300 | - % |
| Total Purchased Services | | 14,650 | 8,242 | 9,700 | 8,217 | 9,100 | (6.19%) |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: 468 Main St | | 14,650 | 8,242 | 9,700 | 8,217 | 9,100 | (6.19%) |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|--|
| Bldg Grounds And Maint. | 520200 | Lift O & M plus Annual Safety Test, A/C, Generator, and Boiler maintenance and repairs - built 1915 |
| Eqpt Rep And Servicing | 520300 | Moved to 0119221 520200 - Elevator and generator service contracts. |
| Electricity | 521100 | The landfill solar - 2 years of history. Electric supply rate fixed at \$0.1048/KWH until 2033. Schedule Z being adjusted in FY17 from .5 to 1.00% |
| Water | 521110 | Domestic water and water to irrigate plants being held for town projects and Spring Garden Club sale. |
| Heating Oil | 521410 | We used 1,000 gallons of heating oil in this building on average year FY 15 - mild winter FY16. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties 50 Audbon - 0119212 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 7,000 | 4,664 | 7,000 | 4,953 | 5,000 | (28.57%) |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Electricity | 521100 | 10,000 | 4,908 | 7,000 | 12,520 | 16,500 | 135.71% |
| Water | 521110 | 400 | 537 | 400 | 357 | 400 | - % |
| Sewer | 521120 | 2,000 | 1,684 | 2,000 | 1,684 | 2,000 | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 5,000 | 2,151 | 5,000 | 2,946 | 2,680 | (46.40%) |
| Contractual Service | 522700 | 15,000 | 15,026 | 19,200 | 12,300 | 13,000 | (32.29%) |
| Total Purchased Services | | 39,400 | 28,970 | 40,600 | 34,760 | 39,580 | (2.51%) |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Building Improvements | 582500 | - | 13,521 | - | - | - | - % |
| Total Capital / Property | | - | 13,521 | - | - | - | - % |
| TOTAL ORG: Municipal Properties 50 Audbon | | 39,400 | 42,491 | 40,600 | 34,760 | 39,580 | (2.51%) |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|---|
| Bldg Grounds And Maint. | 520200 | Pays for service contract and repairs to generator, fire alarm, fire suppression, and mechanical systems. |
| Electricity | 521100 | The landfill solar has 2 years of history for existing Senior Center Bldg (~5,000sf.) Electric supply rate is fixed at \$0.1048/KWH until 2033. Current Senior Center Bldg Schedule Z will be adjusted from 2.2 to 5.6% |
| Water | 521110 | Domestic water. |
| Sewer | 521120 | This new amount is pursuant to an agreement between the Board of Selectmen and Audubon Hill Condominiums. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$710/DTH which ends 11/2016. |
| Contractual Service | 522700 | New Custodial Contract awarded FY17 & 18 - |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Arboretum - 0119214 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | - | - | - | - | - | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Electricity | 521100 | - | - | - | - | - | - % |
| Water | 521110 | - | 87 | - | - | - | - % |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | - | - | - | - | - | - % |
| Total Purchased Services | | - | 87 | - | - | - | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Municipal Properties Arboretum | | - | 87 | - | - | - | - % |

BUDGET TEXT NOTES

| | | |
|-------|--------|---|
| Water | 521110 | CONSERVATION installed a water well, domestic water from Water District no longer needed. |
|-------|--------|---|

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Cemetery - 0119209 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 4,000 | 2,152 | 4,000 | 1,019 | 3,000 | (25.00%) |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Electricity | 521100 | 2,500 | 1,439 | 2,100 | 2,770 | 8,400 | 300.00% |
| Water | 521110 | 350 | 557 | 375 | 455 | 575 | 53.33% |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | 11,000 | 3,013 | 7,500 | 6,000 | 4,000 | (46.67%) |
| Natural Gas | 521420 | - | - | - | - | - | - % |
| Total Purchased Services | | 17,850 | 7,161 | 13,975 | 10,243 | 15,975 | 14.31% |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Building Improvements | 582500 | - | - | - | 6,472 | - | - % |
| Total Capital / Property | | - | - | - | 6,472 | - | - % |
| TOTAL ORG: Municipal Properties Cemetery | | 17,850 | 7,161 | 13,975 | 16,715 | 15,975 | 14.31% |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|---|
| Bldg Grounds And Maint. | 520200 | Service and Maintenance of Mechanical heat & AC systems. |
| Electricity | 521100 | The landfill solar 2 years of history. Electric supply rate now fixed at \$0.1048/KWH until 2033. Schedule Z being adjusted from .3 to 1.3% during FY17 - (Chapel not on Schedule Z.) |
| Water | 521110 | Domestic water based on FY16 actual. |
| Heating Oil | 521410 | Chapel and Service Building - FY 16 had mild winter. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Citizens - 0119210 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 4,000 | 4,808 | 4,000 | 849 | 4,000 | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Electricity | 521100 | 2,000 | 1,619 | 1,600 | 2,734 | 7,400 | 362.50% |
| Water | 521110 | 200 | 262 | 200 | 199 | 275 | 37.50% |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 2,000 | 1,053 | 2,000 | 1,344 | 1,310 | (34.50%) |
| Contractual Service | 522700 | 3,000 | 3,005 | 3,152 | 2,460 | 2,600 | (17.51%) |
| Total Purchased Services | | 11,200 | 10,747 | 10,952 | 7,587 | 15,585 | 42.30% |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Municipal Properties Citizens | | 11,200 | 10,747 | 10,952 | 7,587 | 15,585 | 42.30% |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|---|
| Bldg Grounds And Maint. | 520200 | Service contracts and maintenance of mechanical and fire alarm systems and building repairs. |
| Electricity | 521100 | The landfill solar 2 years of history. Electric supply rate now fixed at \$0.1048/KWH until 2033. Schedule Z being adjusted from .3 to 1.5% |
| Water | 521110 | Domestic water. Based on FY16 actual. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$7.10/DTH which expires 11/2016. FY17 & 18 supply rates TBD. |
| Contractual Service | 522700 | New Cleaning contract for FY 17 & 18. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Civil - 0119206 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 2,000 | 983 | 2,000 | 335 | 2,000 | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Electricity | 521100 | 1,700 | 775 | 1,475 | 1,611 | 8,900 | 503.39% |
| Water | 521110 | 300 | 185 | 300 | 184 | 300 | - % |
| Sewer | 521120 | 650 | 370 | 650 | 62 | 600 | (7.69%) |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 2,500 | 1,360 | 2,765 | 2,048 | 1,690 | (38.88%) |
| Total Purchased Services | | 7,150 | 3,673 | 7,190 | 4,240 | 13,490 | 87.62% |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Municipal Properties Civil | | 7,150 | 3,673 | 7,190 | 4,240 | 13,490 | 87.62% |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|---|
| Bldg Grounds And Maint. | 520200 | Service Contracts and Repair of Mechanical Systems. |
| Electricity | 521100 | Solar landfill - 2 years of history. Electric supply rate is now fixed at \$0.1048 per KWH until December, 2033. Schedule Z being adjusted from .20 to 1.3% |
| Water | 521110 | Domestic water. |
| Sewer | 521120 | Sewer O & M actual cost based on water usage. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$7.10/DTH which ends 11/2016. FY17 & 18 supply rates TBD. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Dpw - 0119211 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 10,000 | 6,659 | 10,000 | 6,951 | 10,000 | - % |
| Eqpt Rep And Servicing | 520300 | 2,000 | 1,855 | - | - | - | - % |
| Electricity | 521100 | 13,000 | 14,268 | 13,700 | 16,466 | 16,600 | 21.17% |
| Water | 521110 | 1,000 | 1,544 | 1,200 | 1,536 | 1,600 | 33.33% |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 12,000 | 8,170 | 12,000 | 10,818 | 10,170 | (15.25%) |
| Contractual Service | 522700 | 12,000 | 12,020 | 12,000 | 9,840 | 10,400 | (13.33%) |
| Total Purchased Services | | 50,000 | 44,517 | 48,900 | 45,612 | 48,770 | (0.27%) |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Building Improvements | 582500 | - | 16,313 | - | - | - | - % |
| Total Capital / Property | | - | 16,313 | - | - | - | - % |
| TOTAL ORG: Municipal Properties Dpw | | 50,000 | 60,830 | 48,900 | 45,612 | 48,770 | (0.27%) |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|---|
| Bldg Grounds And Maint. | 520200 | Aging old building. Contract Service & maintenance of generator, mechanical systems, Fire alarms and Sprinkler Systems. |
| Eqpt Rep And Servicing | 520300 | Moved to 0119211 520200 Emergency generator service contract. |
| Electricity | 521100 | Electricity for this building is derived primarily from the roof top solar installation (NEXAMP), which is off line when covered with snow. Account includes the building and salt shed. |
| Water | 521110 | Domestic, fire protection, and truck washing water & salt shed water service. Based on FY16 actual. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$7.10/DTH which ends 11/2016. FY17 & 18 supply rates TBD. |
| Contractual Service | 522700 | New cleaning contract awarded for FY17 & 18 |
| Building Improvements | 582500 | \$15,000 for masonry repair on south wall (salt damage) as per Diagle Engineering report. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Fire 1 - 0119203 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 5,000 | 2,164 | 5,500 | 3,731 | 5,500 | - % |
| Eqpt Rep And Servicing | 520300 | 700 | 279 | - | - | - | - % |
| Electricity | 521100 | 9,000 | 3,793 | 4,500 | 3,900 | 10,800 | 140.00% |
| Water | 521110 | 500 | 724 | 500 | 541 | 800 | 60.00% |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 6,500 | 3,682 | 6,500 | 5,022 | 4,580 | (29.54%) |
| Total Purchased Services | | 21,700 | 10,641 | 17,000 | 13,194 | 21,680 | 27.53% |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Building Improvements | 582500 | - | 5,904 | - | - | - | - % |
| Total Capital / Property | | - | 5,904 | - | - | - | - % |
| TOTAL ORG: Municipal Properties Fire 1 | | 21,700 | 16,545 | 17,000 | 13,194 | 21,680 | 27.53% |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|---|
| Bldg Grounds And Maint. | 520200 | Service Contracts and Repairs on Mechanical Systems, generator, plumbing, electrical. |
| Eqpt Rep And Servicing | 520300 | moved to 0119203 520200 |
| Electricity | 521100 | Solar landfill project 2 years history. Electric supply rate is now fixed at \$0.1048 per KWH until December, 2033. Schedule Z being changed in FY17 from 1.7 to 4.4% |
| Water | 521110 | Domestic water. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$7.10/DTH which ends 11/2016. FY'17 & 18 supply rate TBD. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Fire 2 - 0119204 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 3,000 | 9,342 | 3,000 | 2,103 | 3,000 | - % |
| Eqpt Rep And Servicing | 520300 | 700 | 500 | - | - | - | - % |
| Electricity | 521100 | 6,500 | 3,346 | 4,100 | 6,300 | 9,600 | 134.15% |
| Water | 521110 | 1,000 | 609 | 1,000 | 458 | 1,000 | - % |
| Sewer | 521120 | 2,500 | 1,983 | 2,500 | 1,458 | 2,500 | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 7,500 | 3,206 | 7,747 | 4,872 | 3,990 | (48.49%) |
| Total Purchased Services | | 21,200 | 18,986 | 18,347 | 15,191 | 20,090 | 9.50% |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Building Improvements | 582500 | - | 3,635 | - | 1,400 | - | - % |
| Total Capital / Property | | - | 3,635 | - | 1,400 | - | - % |
| TOTAL ORG: Municipal Properties Fire 2 | | 21,200 | 22,622 | 18,347 | 16,591 | 20,090 | 9.50% |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|--|
| Bldg Grounds And Maint. | 520200 | Service Contracts and Repairs on Mechanical Systems, generator, plumbing, electrical, overhead doors. |
| Eqpt Rep And Servicing | 520300 | moved to 0119204 520200 |
| Electricity | 521100 | Solar landfill 2 year history. Electric supply rate is now fixed at \$0.1048 per KWH until December, 2033. Schedule Z being changed during FY17 from 1.5 to 3.8% |
| Water | 521110 | A truck wash bay exists in this building for washing all apparatus and other equipment. |
| Sewer | 521120 | Sewer bill governed by water use. This is the only location where fire apparatus can be washed, and that causes both high sewer and high water bills. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$7.10/DTH ends 11/2016. FY'17 & 18 supply rate TBD. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Fire 3 - 0119205 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 3,000 | 2,721 | 4,000 | 4,583 | 4,000 | - % |
| Eqpt Rep And Servicing | 520300 | 700 | - | - | - | - | - % |
| Electricity | 521100 | 6,000 | 3,569 | 4,300 | 3,775 | 6,700 | 55.81% |
| Water | 521110 | 500 | 742 | 600 | 438 | 750 | 25.00% |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 7,500 | 3,902 | 7,500 | 4,007 | 4,860 | (35.20%) |
| Total Purchased Services | | 17,700 | 10,935 | 16,400 | 12,803 | 16,310 | (0.55%) |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Municipal Properties Fire 3 | | 17,700 | 10,935 | 16,400 | 12,803 | 16,310 | (0.55%) |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|---|
| Bldg Grounds And Maint. | 520200 | Service Contracts and Repairs on Mechanical Systems, generator, plumbing, electrical and overhead doors. |
| Eqpt Rep And Servicing | 520300 | Moved to 0119205 520200 - generator service contract |
| Electricity | 521100 | Solar landfill 2 years of history. Electric supply rate is now fixed at \$0.1048 per KWH until December, 2033. Schedule Z will be changed from 1.6% to 2.7% |
| Water | 521110 | Domestic water; based on FY16 actuals. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$7.10/DTH ends 11/2016. FY17 & 18 supply rates TBD |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Memorial - 0119208 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 38,000 | 31,461 | 38,000 | 40,714 | 38,000 | - % |
| Eqpt Rep And Servicing | 520300 | 8,000 | 8,100 | 8,000 | 8,000 | 8,000 | - % |
| Electricity | 521100 | 98,000 | 56,219 | 65,000 | 56,219 | 55,500 | (14.62%) |
| Water | 521110 | 1,500 | 1,605 | 1,500 | 1,408 | 1,650 | 10.00% |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | 3,000 | - | - % |
| Natural Gas | 521420 | 25,000 | 14,850 | 25,000 | 19,862 | 18,490 | (26.04%) |
| Contractual Service | 522700 | 5,000 | - | 2,000 | 1,477 | 2,000 | - % |
| Total Purchased Services | | 175,500 | 112,235 | 139,500 | 130,680 | 123,640 | (11.37%) |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Building Improvements | 582500 | - | 63,197 | - | 8,283 | - | - % |
| Total Capital / Property | | - | 63,197 | - | 8,283 | - | - % |
| TOTAL ORG: Municipal Properties Memorial | | 175,500 | 175,432 | 139,500 | 138,963 | 123,640 | (11.37%) |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|--|
| Bldg Grounds And Maint. | 520200 | Service Contracts and Repairs on Mechanical Systems, generator, plumbing, electrical, elevators, and fire protection systems. HVAC RTUs at expected life span, repairs/service calls have increased. |
| Eqpt Rep And Servicing | 520300 | Service for generator and HVAC & Energy Management System. |
| Electricity | 521100 | The landfill solar 2 years of history. The electric supply rate now set at \$0.1048/KWH until 2033. Schedule Z being adjusted from 25.2 to 23.3% |
| Water | 521110 | Domestic and fire protection water. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$7.10/DTH which ends 11/2016. FY17 & 18 supply rates TBD. |
| Contractual Service | 522700 | contract exterior window cleaning |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Morrison Property - 0119217 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 1,000 | 3,440 | 3,309 | - | 3,309 | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Electricity | 521100 | 700 | 104 | 700 | 110 | 110 | (84.29%) |
| Water | 521110 | - | - | - | - | - | - % |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | 1,000 | - | - | - % |
| Natural Gas | 521420 | - | - | - | - | - | - % |
| Total Purchased Services | | 1,700 | 3,544 | 5,009 | 110 | 3,419 | (31.74%) |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Building Improvements | 582500 | - | 7,035 | - | - | - | - % |
| Total Capital / Property | | - | 7,035 | - | - | - | - % |
| TOTAL ORG: Morrison Property | | 1,700 | 10,579 | 5,009 | 110 | 3,419 | (31.74%) |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|--|
| Bldg Grounds And Maint. | 520200 | Minimal repairs to keep building weather tight. Bee Hive population removal done once; other such issues could arise again elsewhere or in the barn. |
| Electricity | 521100 | Only Community Garden uses water electric consumption - should Recreation pay for this as the house not in use? Service still on in the house for lights when needed. FY'18 is based on FY16 actual. |
| Heating Oil | 521410 | FY16 Asbestos Abatement required that all duct work to be removed, building can not be heated in current condition; building is winterized and shut down. Heating Oil tank is 3/4 full, will need to be pumped out before oil product degrades. As no decision has been made about the long term use of the house and costs \$4,000 per year for minimal heat with functional heating system. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Nara - 0119216 | | | | | | | |
| Bldg Grounds And Maint. | 520200 | - | - | - | - | - | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Electricity | 521100 | - | - | - | - | - | - % |
| Water | 521110 | - | - | - | - | - | - % |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | - | - | - | - | - | - % |
| Telephone | 521500 | - | - | - | - | - | - % |
| Total Purchased Services | | - | - | - | - | - | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Municipal Properties Nara | | - | - | - | - | - | - % |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Police - 0119202 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 40,000 | 38,017 | 41,000 | 37,501 | 41,000 | - % |
| Eqpt Rep And Servicing | 520300 | 700 | 1,335 | - | - | - | - % |
| Electricity | 521100 | 81,000 | 52,873 | 60,000 | 27,000 | 19,700 | (67.17%) |
| Water | 521110 | 1,000 | 1,673 | 1,500 | 1,611 | 1,900 | 26.67% |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 22,000 | 18,059 | 22,725 | 23,875 | 22,480 | (1.08%) |
| Contractual Service | 522700 | - | - | 6,000 | - | - | - % |
| Total Purchased Services | | 144,700 | 111,957 | 131,225 | 89,987 | 85,080 | (35.16%) |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Building Improvements | 582500 | - | 3,767 | - | - | - | - % |
| Total Capital / Property | | - | 3,767 | - | - | - | - % |
| TOTAL ORG: Municipal Properties Police | | 144,700 | 115,724 | 131,225 | 89,987 | 85,080 | (35.16%) |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|---|
| Bldg Grounds And Maint. | 520200 | Service Contracts and Repairs on Mechanical Systems, generator, plumbing, electrical, elevators, outdoor sprinkler system, and fire protection systems. |
| Eqpt Rep And Servicing | 520300 | Moved to 0119202 520200 (emergency generator contract) |
| Electricity | 521100 | Solar landfill 2 years of history. Electric supply rate fixed at \$0.1048 per KWH until December, 2033. Current Schedule Z being adjusted in FY17 from 23.7% to 8.5%) |
| Water | 521110 | Domestic, outdoor sprinkler system and fire protection water supply. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$7.10/DTH which runs out 11/2016. New contract being sought for new rate. |
| Contractual Service | 522700 | Complete interior floor strip & reseal floors & deep clean carpets - contractor |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Town Hall - 0119201 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 30,000 | 31,069 | 31,000 | 23,523 | 31,000 | - % |
| Eqpt Rep And Servicing | 520300 | 1,000 | 1,000 | 1,000 | - | - | - % |
| Electricity | 521100 | 36,000 | 17,500 | 22,500 | 20,150 | 25,400 | 12.89% |
| Water | 521110 | 2,000 | 2,161 | 2,000 | 1,935 | 2,200 | 10.00% |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 13,500 | 7,876 | 13,500 | 11,046 | 9,800 | (27.41%) |
| Contractual Service | 522700 | - | - | 1,700 | - | - | - % |
| Total Purchased Services | | 82,500 | 59,607 | 71,700 | 56,654 | 68,400 | (4.60%) |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Building Improvements | 582500 | - | 15,396 | - | - | - | - % |
| Total Capital / Property | | - | 15,396 | - | - | - | - % |
| TOTAL ORG: Municipal Properties Town Hall | | 82,500 | 75,003 | 71,700 | 56,654 | 68,400 | (4.60%) |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|---|
| Bldg Grounds And Maint. | 520200 | Service Contracts and Repairs on Mechanical Systems, generator, plumbing, electrical, elevators, and fire protection systems. |
| Eqpt Rep And Servicing | 520300 | moved to 0119201-520200 |
| Electricity | 521100 | Solar landfill project, electric supply rate is now fixed at \$0.1048 per KWH until December, 2033. Percent of Schedule Z being adjusted in FY17 - only two years of history under current SZ % (changing from 8.2 to 10% new SZ) |
| Water | 521110 | Pays for both domestic and fire protection water. Includes Meeting House Hill (Nagog & Main) |
| Heating Oil | 521410 | Amount zeroed out to reflect conversion of heating system at Town Hall to natural gas. |
| Natural Gas | 521420 | New Natural Gas Contract runs out 11/2016 - new rate unknown at this time. Currently negotiating with vendors for new rate. |
| Contractual Service | 522700 | contract interior/exterior window cleaning |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Towne Bld - 0119220 | | | | | | | |
| Bldg Grounds And Maint. | 520200 | - | - | - | - | - | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Electricity | 521100 | - | - | - | - | - | - % |
| Water | 521110 | - | - | - | - | - | - % |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | - | - | - | - | - | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Total Purchased Services | | - | - | - | - | - | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Municipal Properties Towne Bld | | - | - | - | - | - | - % |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|--|
| Bldg Grounds And Maint. | 520200 | The Town of Acton will not be responsible for maintenance of this building until FY2062 at the earliest. |
|-------------------------|--------|--|

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Windsor - 0119207 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 1,500 | 967 | 1,500 | 612 | 1,500 | - % |
| Eqpt Rep And Servicing | 520300 | 525 | 136 | - | - | - | - % |
| Electricity | 521100 | 500 | 429 | 600 | 429 | 600 | - % |
| Water | 521110 | 150 | 244 | 150 | 225 | 250 | 66.67% |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | 1,800 | 846 | 2,260 | 1,093 | 1,050 | (53.54%) |
| Total Purchased Services | | 4,475 | 2,622 | 4,510 | 2,359 | 3,400 | (24.61%) |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Municipal Properties Windsor | | 4,475 | 2,622 | 4,510 | 2,359 | 3,400 | (24.61%) |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|--|
| Bldg Grounds And Maint. | 520200 | Service Contracts and repairs to mechanical systems. |
| Eqpt Rep And Servicing | 520300 | Moved to 0119207 520200 |
| Electricity | 521100 | WACL book sales increased use of this building. Not included on Schedule Z. |
| Water | 521110 | Domestic water. |
| Natural Gas | 521420 | This amount reflects natural gas price in fixed price contract of \$7.10?DTH which ends 11/2016. FY17 & 18 supply rates TBD. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Municipal Properties Woodbury - 0119215 | | | | | | | |
| Purchased Services | | | | | | | |
| Bldg Grounds And Maint. | 520200 | 1,000 | - | 1,000 | - | 1,000 | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Electricity | 521100 | - | - | - | - | - | - % |
| Water | 521110 | - | - | - | - | - | - % |
| Sewer | 521120 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Natural Gas | 521420 | - | - | - | - | - | - % |
| Total Purchased Services | | 1,000 | - | 1,000 | - | 1,000 | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Building Improvements | 582500 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Municipal Properties Woodbury | | 1,000 | - | 1,000 | - | 1,000 | - % |

BUDGET TEXT NOTES

| | | |
|-------------------------|--------|--|
| Bldg Grounds And Maint. | 520200 | Building was declared surplus by Selectmen and we attempted to dispose of it. At impasse with HDC. |
| Electricity | 521100 | Electric disconnected. No invoice since November 2014. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|----------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Natural Resources - 01550 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 267,957 | 226,212 | 281,520 | 145,704 | 282,356 | 0.30% |
| Overtime | 510300 | 24,000 | 24,915 | 24,000 | 16,023 | 24,000 | - % |
| Sick | 510400 | - | 15,058 | - | 15,369 | - | - % |
| Funeral Leave | 510410 | - | 815 | - | 829 | - | - % |
| Seasonal | 510440 | - | - | - | 1,680 | - | - % |
| Injury Leave | 510450 | - | 101 | - | - | - | - % |
| Longevity | 510460 | 815 | 844 | 515 | 900 | 1,200 | 133.01% |
| Merit Pay | 510490 | 2,800 | 1,400 | 2,800 | - | 2,800 | - % |
| Holiday | 510500 | - | 30,732 | - | 24,977 | - | - % |
| Overtime/Sick Adjustment | 510520 | - | - | - | (11) | - | - % |
| Flsa Adjustment | 510530 | 520 | 176 | 520 | 122 | 520 | - % |
| Vacation | 510600 | - | 51,409 | - | 23,466 | - | - % |
| Meals Stipend | 510740 | 800 | 800 | 800 | - | 800 | - % |
| Personal Time | 510900 | - | 5,432 | - | 4,846 | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | 249,099 | 225,882 | 265,248 | 143,124 | 274,835 | 3.61% |
| Professional Salaries | 513000 | 181,740 | 164,537 | 185,572 | 102,562 | 189,483 | 2.11% |
| Total Salaries | | 727,731 | 748,313 | 760,975 | 479,593 | 775,994 | 1.97% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 300 | 495 | 300 | 600 | 300 | - % |
| Bldg Grounds And Maint. | 520200 | 1,000 | 20,380 | 1,000 | 1,203 | 1,000 | - % |
| Eqpt Rep And Servicing | 520300 | 2,000 | 3,023 | 2,000 | 4,244 | 2,000 | - % |
| Travel | 520900 | 200 | 78 | 200 | 975 | 200 | - % |
| Electricity | 521100 | - | - | - | - | - | - % |
| Water | 521110 | 1,000 | 1,639 | 7,300 | 6,068 | 1,000 | (86.30%) |
| Fuel And Oil | 521300 | - | - | - | - | - | - % |
| Telephone | 521500 | 3,000 | 5,190 | 7,200 | 4,176 | 3,000 | (58.33%) |
| Dues And Membership | 521700 | 1,000 | 790 | 1,000 | 788 | 1,000 | - % |
| Professional Development | 521800 | 1,500 | 908 | 1,500 | 937 | 1,500 | - % |
| Professional Services | 521900 | 13,500 | 78,091 | 10,000 | 6,110 | 13,500 | 35.00% |
| Printing And Copying | 522300 | 1,500 | - | 500 | - | 1,500 | 200.00% |
| License Fees | 522450 | 750 | 865 | 750 | 700 | 750 | - % |
| Contractual Service | 522700 | 2,500 | - | 1,500 | 1,372 | 5,000 | 233.33% |
| Total Purchased Services | | 28,250 | 111,458 | 33,250 | 27,172 | 30,750 | (7.52%) |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 1,000 | 544 | 1,000 | 1,405 | 1,000 | - % |
| Other Supplies | 540200 | 13,500 | 8,540 | 11,000 | 10,997 | 13,500 | 22.73% |
| Photographic Supplies | 540210 | - | - | - | - | - | - % |
| Medical Supplies | 540250 | 200 | - | 200 | - | 200 | - % |
| Books And Periodicals | 540500 | 200 | 23 | 200 | - | 200 | - % |
| Sports & Recreation Eqpt | 540600 | 3,000 | 6,260 | 2,000 | 1,300 | 3,000 | 50.00% |
| Land Steward | 540610 | 2,500 | 4,016 | 2,500 | 1,451 | 3,000 | 20.00% |
| Meals | 540700 | 300 | 258 | 300 | 386 | 300 | - % |
| Material And Equipment | 540900 | 2,520 | 26,628 | 4,420 | 40 | 4,000 | (9.50%) |
| Uniforms | 541000 | 7,500 | 4,887 | 7,500 | 7,841 | 7,500 | - % |
| Total Supplies | | 30,720 | 51,157 | 29,120 | 23,420 | 32,700 | 12.29% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-------------------------------------|----------------|------------------------|------------------------------|------------------------|--|-------------------------|----------------------------------|
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 415 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 2,618 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | 1,077 | - | - % |
| Life Opt Out | 570730 | - | - | - | 2 | - | - % |
| Total Other | | - | - | - | 4,112 | - | - % |
| Capital / Property | | | | | | | |
| Machinery And Equipment | 583000 | - | - | 54,595 | - | - | - % |
| Paving | 586010 | - | - | - | - | - | - % |
| Fence - Nara | 586700 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | 54,595 | - | - | - % |
| TOTAL ORG: Natural Resources | | 786,701 | 910,928 | 877,940 | 534,298 | 839,444 | (4.38%) |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Regular Perm | 510100 | | | | | | |
| | | | | | | | |
| Seasonal | 510440 | | | | | | |
| Merit Pay | 510490 | | | | | | |
| Clerical Salaries & Wages | 512050 | | | | | | |
| Professional Salaries | 513000 | | | | | | |
| Advertising | 520100 | | | | | | |
| Bldg Grounds And Maint. | 520200 | | | | | | |
| Eqpt Rep And Servicing | 520300 | | | | | | |
| Travel | 520900 | | | | | | |
| Water | 521110 | | | | | | |
| Telephone | 521500 | | | | | | |
| Dues And Membership | 521700 | | | | | | |
| Professional Development | 521800 | | | | | | |
| Professional Services | 521900 | | | | | | |
| Printing And Copying | 522300 | | | | | | |
| License Fees | 522450 | | | | | | |
| Contractual Service | 522700 | | | | | | |
| Office Supplies | 540100 | | | | | | |
| Other Supplies | 540200 | | | | | | |
| Medical Supplies | 540250 | | | | | | |
| Books And Periodicals | 540500 | | | | | | |
| Sports & Recreation Eqpt | 540600 | | | | | | |
| Land Steward | 540610 | | | | | | |
| Meals | 540700 | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Material And Equipment | 540900 | | | | | | |
| | | | | | | | |
| Uniforms | 541000 | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-----------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Nursing Service - 01522 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 110,068 | 88,348 | 97,296 | 50,732 | 100,833 | 3.64% |
| Overtime | 510300 | 2,000 | - | 2,000 | - | 2,000 | - % |
| Sick | 510400 | - | 6,514 | - | 6,334 | - | - % |
| Funeral Leave | 510410 | - | 397 | - | - | - | - % |
| Holiday | 510500 | - | 11,076 | - | 8,449 | - | - % |
| Vacation | 510600 | - | 17,910 | - | 7,051 | - | - % |
| Personal Time | 510900 | - | 2,495 | - | 1,018 | - | - % |
| Other Salaries & Wages | 511000 | 5,000 | 6,855 | 5,000 | 4,389 | 5,000 | - % |
| On Call | 512210 | 7,152 | 11,284 | 7,152 | 4,095 | 7,152 | - % |
| Professional Salaries | 513000 | 234,423 | 190,571 | 268,789 | 117,050 | 259,227 | (3.56%) |
| Total Salaries | | 358,643 | 335,451 | 380,237 | 199,118 | 374,212 | (1.58%) |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | 500 | - | 500 | - | 500 | - % |
| Mis Equipment & Software | 520400 | - | 4,949 | - | 3,395 | 4,700 | - % |
| Mileage (Rn) | 520902 | 5,000 | 4,306 | 5,000 | 3,493 | 5,500 | 10.00% |
| Mileage (Hha) | 520903 | 3,500 | 4,611 | 3,500 | 1,894 | 4,000 | 14.29% |
| Mileage (Admin) | 520904 | 500 | 291 | 500 | 500 | 500 | - % |
| Telephone | 521500 | 3,000 | 3,885 | - | 4,088 | 3,700 | - % |
| Dues And Membership | 521700 | 10,000 | 9,284 | 10,000 | 9,935 | 10,000 | - % |
| Professional Development | 521800 | 2,500 | 578 | 2,500 | 817 | 2,500 | - % |
| Professional Services | 521900 | 20,000 | 12,474 | 24,715 | 14,038 | 24,715 | - % |
| Prof. Service - Audit | 521930 | - | 550 | 3,500 | 2,500 | 3,500 | - % |
| Contractual Service | 522700 | 60,000 | 56,395 | 60,000 | 49,041 | 70,000 | 16.67% |
| Miscellaneous | 522900 | - | - | - | - | - | - % |
| Total Purchased Services | | 105,000 | 97,323 | 110,215 | 89,701 | 129,615 | 17.60% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 2,000 | 5,489 | 2,000 | 1,938 | 2,000 | - % |
| Other Supplies | 540200 | 1,000 | 278 | - | 450 | - | - % |
| Medical Supplies | 540250 | 5,000 | 640 | 5,000 | 825 | 5,000 | - % |
| Billable Supplies | 540270 | 6,000 | 7,106 | 6,000 | 2,503 | 7,000 | 16.67% |
| Postage And Courier | 540300 | - | 3,276 | - | 7 | 3,500 | - % |
| Books And Periodicals | 540500 | 500 | 65 | 500 | 1,649 | 1,500 | 200.00% |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | 14,500 | 16,855 | 13,500 | 7,373 | 19,000 | 40.74% |
| Other | | | | | | | |
| Medicare | 570400 | - | - | - | 173 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 2,139 | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 525 | - | - % |
| Property & Liability Insurance | 575000 | - | 4,658 | - | 4,553 | 4,600 | - % |
| Total Other | | - | 4,658 | - | 7,390 | 4,600 | - % |
| TOTAL ORG: Nursing Service | | 478,143 | 454,286 | 503,952 | 303,582 | 527,427 | 4.66% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|--|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Regular Perm | 510100 | | Home Health Aide Staff. | | | | |
| Overtime | 510300 | | Over 40 hours per week. | | | | |
| On Call | 512210 | | Covers all holidays, evenings, nights, and weekends. 24 hr on-call Fri-Sun, all holidays. On-call: Mon-Thursday 13hr/day for 24 hour coverage. | | | | |
| Professional Salaries | 513000 | | RNs and Administrator (Admin moved from 512000) Per Position Control. | | | | |
| Eqpt Rep And Servicing | 520300 | | Repair/Service copier, printers and aging equipment. | | | | |
| Mis Equipment & Software | 520400 | | Medicare required patient satisfaction report - Strategic Healthcare vendor, software Telehealth monitoring | | | | |
| Mileage (Rn) | 520902 | | All mileage paid at current IRS rate. | | | | |
| Mileage (Hha) | 520903 | | All mileage paid at current IRS rate. | | | | |
| Mileage (Admin) | 520904 | | All mileage paid at current IRS rate. | | | | |
| Telephone | 521500 | | 24/7 Answering service, medicare connectivity for OASIS submission to Medicare repository | | | | |
| Dues And Membership | 521700 | | Professional Organization's Visiting Nurse Assoc. of America Home Care Alliance of Ma, VNANE. | | | | |
| Professional Development | 521800 | | In-service homecare and conferences. | | | | |
| Professional Services | 521900 | | Marketing/graphic design | | | | |
| Prof. Service - Audit | 521930 | | medicare cost report - yearly certification requirement | | | | |
| Contractual Service | 522700 | | Includes cost of all PT, OT, St and MSW services provided to patients. | | | | |
| Office Supplies | 540100 | | Office Supplies. | | | | |
| Medical Supplies | 540250 | | staff supplies - medical | | | | |
| Billable Supplies | 540270 | | Supplies ordered for a specific patient, but not reimbursed by insurance companies, ie. dressing supplies. | | | | |
| Books And Periodicals | 540500 | | Updated coding books, yearly regulatory update policies, Bi-annual VNAA procedure manual | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Planning - 01172 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | 6,596 | - | 6,104 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 11,467 | - | 8,876 | - | - % |
| Cpa Administration Salary | 510550 | - | - | - | - | - | - % |
| Vacation | 510600 | - | 13,955 | - | 9,119 | - | - % |
| Personal Time | 510900 | - | 2,091 | - | 851 | - | - % |
| Clerical Salaries & Wages | 512050 | 30,517 | 12,022 | 31,160 | 14,573 | - | - % |
| Professional Salaries | 513000 | 240,298 | 192,285 | 233,238 | 127,807 | 242,046 | 3.78% |
| Total Salaries | | 270,815 | 238,416 | 264,398 | 167,328 | 242,046 | (8.45%) |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 690 | 188 | 691 | 369 | 705 | 2.03% |
| Eqpt Rep And Servicing | 520300 | - | 459 | - | - | - | - % |
| Eqpt Maintenance | 520600 | - | - | - | - | - | - % |
| Travel | 520900 | 880 | 358 | 1,000 | 253 | 1,020 | 2.00% |
| Dues And Membership | 521700 | 3,890 | 1,173 | 1,316 | 1,843 | 2,200 | 67.17% |
| Professional Development | 521800 | - | 189 | - | - | - | - % |
| Professional Services | 521900 | 520 | 23,861 | 521 | 156 | 735 | 41.07% |
| Printing And Copying | 522300 | 1,100 | 5,598 | 1,917 | - | 2,045 | 6.68% |
| Total Purchased Services | | 7,080 | 31,825 | 5,445 | 2,621 | 6,705 | 23.14% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 810 | 485 | 812 | 523 | 1,300 | 60.10% |
| Postage And Courier | 540300 | 830 | 3,820 | 1,994 | - | 2,035 | 2.06% |
| Books And Periodicals | 540500 | - | 104 | - | 411 | 420 | - % |
| Material And Equipment | 540900 | - | 250 | - | - | - | - % |
| Total Supplies | | 1,640 | 4,659 | 2,806 | 934 | 3,755 | 33.82% |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 138 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 1,114 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 295 | - | - % |
| Medical Opt Out | 570720 | - | - | - | 154 | - | - % |
| Life Opt Out | 570730 | - | - | - | 1 | - | - % |
| Total Other | | - | - | - | 1,702 | - | - % |
| TOTAL ORG: Planning | | 279,535 | 274,899 | 272,649 | 172,585 | 252,506 | (7.39%) |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Clerical Salaries & Wages | 512050 | | | | | | |
| | | | | | | | |
| Professional Salaries | 513000 | | | | | | |
| | | | | | | | |
| Advertising | 520100 | | | | | | |
| | | | | | | | |
| Travel | 520900 | | | | | | |
| | | | | | | | |
| Dues And Membership | 521700 | | | | | | |
| | | | | | | | |
| Professional Services | 521900 | | | | | | |
| | | | | | | | |
| Printing And Copying | 522300 | | | | | | |
| | | | | | | | |
| Office Supplies | 540100 | | | | | | |
| | | | | | | | |
| Postage And Courier | 540300 | | | | | | |
| | | | | | | | |
| Books And Periodicals | 540500 | | | | | | |
| | | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|------------------|----------------------|------------------|-------------------------------|------------------|-------------------------|
| Police - 01210 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 2,322,779 | 1,676,302 | 2,325,221 | 1,165,838 | 2,541,639 | 9.31% |
| Overtime | 510300 | 510,955 | 725,458 | 502,635 | 389,105 | 460,955 | (8.29%) |
| Sick | 510400 | - | 86,012 | - | 48,078 | - | - % |
| Funeral Leave | 510410 | - | 6,758 | - | 233 | - | - % |
| Injury Leave | 510450 | - | 5,188 | - | 2,162 | - | - % |
| Longevity | 510460 | - | - | - | - | - | - % |
| Incentive Pay | 510470 | 384,955 | 245,103 | 430,895 | 211,226 | 460,302 | 6.82% |
| Outside Detail | 510480 | - | - | - | - | - | - % |
| Merit Pay | 510490 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 105,174 | - | 45,292 | - | - % |
| Police-Education Incentive | 510510 | - | 139,215 | - | - | - | - % |
| Overtime/Sick Adjustment | 510520 | - | (9,420) | - | (5,459) | - | - % |
| Flsa Adjustment | 510530 | 30,000 | 61,807 | 30,000 | 33,299 | 30,000 | - % |
| Vacation | 510600 | - | 190,550 | - | 137,153 | - | - % |
| Snow Plow Stipend | 510720 | - | - | - | - | - | - % |
| Court Time | 510800 | 27,000 | 17,009 | 27,000 | 8,514 | 27,000 | - % |
| Personal Time | 510900 | - | 26,263 | - | 18,824 | - | - % |
| Other Salaries & Wages | 511000 | - | 23,927 | - | 70,240 | - | - % |
| Matron Wages | 511010 | 5,000 | 582 | 5,000 | - | 5,000 | - % |
| In Service Training | 511020 | - | - | - | - | - | - % |
| Juvenile Officer | 511030 | 19,000 | 11,138 | 19,000 | 6,381 | 19,000 | - % |
| Firearms Stipend | 511040 | 17,200 | 15,200 | 17,200 | 16,000 | 17,200 | - % |
| Special Duty | 511050 | 23,940 | 21,600 | 23,940 | 13,050 | 23,940 | - % |
| 5 And 2 Schedule | 511060 | 15,000 | 20,483 | 15,000 | 9,801 | 15,000 | - % |
| Cops In School | 511070 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | 117,893 | 94,893 | 123,382 | 60,894 | 127,268 | 3.15% |
| Professional Salaries | 513000 | 424,901 | 379,175 | 448,197 | 263,541 | 469,554 | 4.77% |
| Total Salaries | | 3,898,623 | 3,842,415 | 3,967,470 | 2,494,173 | 4,196,858 | 5.78% |
| Purchased Services | | | | | | | |
| Radio Repairs | 520310 | 8,000 | 5,384 | 8,000 | 5,649 | 8,000 | - % |
| Eqpt Maintenance | 520600 | 35,500 | 53,258 | 35,500 | 7,459 | 35,500 | - % |
| Travel | 520900 | 1,200 | 3,133 | 1,200 | 2,083 | 1,200 | - % |
| Telephone | 521500 | 12,000 | 14,564 | 13,000 | 13,200 | 14,000 | 7.69% |
| Dues And Membership | 521700 | 3,000 | 5,247 | 3,000 | 4,796 | 3,000 | - % |
| Professional Development | 521800 | 34,000 | 25,230 | 34,000 | 19,089 | 34,000 | - % |
| Professional Services | 521900 | - | - | - | 98 | - | - % |
| Professional Services - Medica | 521940 | - | - | - | - | - | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Security | 523300 | 1,000 | 1,000 | 1,000 | - | 1,000 | - % |
| Bullet Proof Vest | 523800 | - | - | - | - | - | - % |
| Total Purchased Services | | 94,700 | 107,817 | 95,700 | 52,372 | 96,700 | 1.04% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|----------------|------------------------|------------------------------|------------------------|--|-------------------------|----------------------------------|
| Supplies | | | | | | | |
| Office Supplies | 540100 | 6,700 | 7,419 | 6,700 | 4,766 | 8,600 | 28.36% |
| Police Supplies | 540110 | 13,000 | 15,048 | 13,000 | 18,063 | 13,000 | - % |
| Photographic Supplies | 540210 | 3,200 | 1,681 | 3,200 | - | 3,200 | - % |
| Books And Periodicals | 540500 | 1,000 | 319 | 1,000 | 2,451 | 1,000 | - % |
| Material And Equipment | 540900 | 2,000 | 75 | 2,000 | - | 2,000 | - % |
| Uniforms | 541000 | 45,000 | 51,830 | 45,000 | 23,449 | 45,000 | - % |
| Range & Ammunition | 541100 | 10,000 | 8,581 | 10,000 | 3,613 | 10,000 | - % |
| Total Supplies | | 80,900 | 84,953 | 80,900 | 52,343 | 82,800 | 2.35% |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 1,467 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 11,758 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | 342 | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 7,362 | - | - % |
| Medical Opt Out | 570720 | - | - | - | 769 | - | - % |
| Life Opt Out | 570730 | - | - | - | 1 | - | - % |
| Total Other | | - | - | - | 21,699 | - | - % |
| Capital / Property | | | | | | | |
| Capital Outlay | 580000 | 9,500 | 624 | 9,500 | 9,500 | 9,500 | - % |
| Motor Vehicle | 585000 | 165,000 | 165,350 | 170,000 | 170,020 | 175,000 | 2.94% |
| Total Capital / Property | | 174,500 | 165,974 | 179,500 | 179,520 | 184,500 | 2.79% |
| TOTAL ORG: Police | | 4,248,723 | 4,201,160 | 4,323,570 | 2,800,107 | 4,560,858 | 5.49% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Regular Perm | 510100 | | | | | | |
| Overtime | 510300 | | | | | | |
| Incentive Pay | 510470 | | | | | | |
| Overtime/Sick Adjustment | 510520 | | | | | | |
| Flsa Adjustment | 510530 | | | | | | |
| Court Time | 510800 | | | | | | |
| Matron Wages | 511010 | | | | | | |
| Juvenile Officer | 511030 | | | | | | |
| Firearms Stipend | 511040 | | | | | | |
| Special Duty | 511050 | | | | | | |
| 5 And 2 Schedule | 511060 | | | | | | |
| Clerical Salaries & Wages | 512050 | | | | | | |
| Professional Salaries | 513000 | | | | | | |
| Radio Repairs | 520310 | | | | | | |
| Eqpt Maintenance | 520600 | | | | | | |
| Travel | 520900 | | | | | | |
| Telephone | 521500 | | | | | | |
| Dues And Membership | 521700 | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Professional Development | 521800 | | | | | | |
| | | | | | | | |
| Security | 523300 | | | | | | |
| Office Supplies | 540100 | | | | | | |
| Police Supplies | 540110 | | | | | | |
| Photographic Supplies | 540210 | | | | | | |
| Books And Periodicals | 540500 | | | | | | |
| Material And Equipment | 540900 | | | | | | |
| Uniforms | 541000 | | | | | | |
| Range & Ammunition | 541100 | | | | | | |
| Capital Outlay | 580000 | | | | | | |
| Motor Vehicle | 585000 | | | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Public Health Nursing - 01520 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 7,488 | 10,779 | 15,331 | 8,496 | 16,123 | 5.17% |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | 2,925 | - | 3,054 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Board Members Salaries | 510430 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 4,146 | - | 3,391 | - | - % |
| Vacation | 510600 | - | 4,494 | - | 3,075 | - | - % |
| Personal Time | 510900 | - | 974 | - | 524 | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | - | - | - | - | - | - % |
| On Call | 512210 | - | - | - | - | - | - % |
| Professional Salaries | 513000 | 92,618 | 100,632 | 113,193 | 63,451 | 128,944 | 13.91% |
| Social Services Coordinator | 513030 | - | - | - | - | - | - % |
| Total Salaries | | 100,106 | 123,950 | 128,524 | 81,991 | 145,067 | 12.87% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | - | - | - | - | - | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Mis Equipment & Software | 520400 | - | - | - | - | - | - % |
| Travel | 520900 | - | - | - | - | - | - % |
| Mileage (Rn) | 520902 | 1,000 | - | 1,000 | - | 1,000 | - % |
| Telephone | 521500 | - | - | - | - | - | - % |
| Dues And Membership | 521700 | 1,000 | - | 1,000 | - | 1,000 | - % |
| Professional Development | 521800 | 300 | - | 300 | - | 300 | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Contractual Service | 522700 | - | 130 | - | - | 200 | - % |
| Miscellaneous | 522900 | - | - | - | - | - | - % |
| Total Purchased Services | | 2,300 | 130 | 2,300 | - | 2,500 | 8.70% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | - | (319) | - | - | - | - % |
| Other Supplies | 540200 | 350 | 185 | 350 | - | 350 | - % |
| Medical Supplies | 540250 | 18,000 | 52,598 | 19,567 | 25,675 | 19,567 | - % |
| Postage And Courier | 540300 | 42 | - | 42 | 80 | 42 | - % |
| Books And Periodicals | 540500 | 70 | 50 | 70 | 30 | 70 | - % |
| Meals | 540700 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | 42 | - | - | - | - | - % |
| Uniforms | 541000 | - | - | - | - | - | - % |
| Total Supplies | | 18,504 | 52,514 | 20,029 | 25,785 | 20,029 | - % |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 68 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 712 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 188 | - | - % |
| Medical Opt Out | 570720 | - | - | - | - | - | - % |
| Total Other | | - | - | - | 968 | - | - % |
| TOTAL ORG: Public Health Nursing | | 120,910 | 176,594 | 150,853 | 108,743 | 167,596 | 11.10% |

BUDGET TEXT NOTES

| | | |
|--------------------------|--------|--|
| Mileage (Rn) | 520902 | Public Health RN Travel |
| Dues And Membership | 521700 | MA PHN Membership |
| Professional Development | 521800 | Training MAVEN, public health seminars |
| Contractual Service | 522700 | Disposal of hazardous materials |
| Other Supplies | 540200 | Supplies for PH discussions, flu clinics (non-medical) |
| Medical Supplies | 540250 | influenza vaccine, syringes, clinic supplies |
| Postage And Courier | 540300 | certified mail as needed |
| Books And Periodicals | 540500 | PH topics |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Town Clerk - 01161 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | 1,331 | - | 408 | - | - % |
| Sick | 510400 | - | 11,010 | - | 2,279 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Injury Leave | 510450 | - | 1,098 | - | 134 | - | - % |
| Holiday | 510500 | - | 8,860 | - | 5,191 | - | - % |
| Vacation | 510600 | - | 17,391 | - | 4,945 | - | - % |
| Personal Time | 510900 | - | 2,269 | - | 1,238 | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | 103,839 | 76,761 | 61,667 | 31,840 | 63,634 | 3.19% |
| Professional Salaries | 513000 | 89,905 | 72,962 | 91,801 | 50,121 | 93,736 | 2.11% |
| Total Salaries | | 193,744 | 191,682 | 153,468 | 96,156 | 157,370 | 2.54% |
| Purchased Services | | | | | | | |
| Advertising | 520100 | - | - | - | - | - | - % |
| Eqpt Maintenance | 520600 | - | - | - | - | - | - % |
| Travel | 520900 | 300 | 99 | 400 | - | 400 | - % |
| Telephone | 521500 | - | - | - | - | - | - % |
| Dues And Membership | 521700 | 300 | 125 | 300 | 250 | - | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Binding Service | 522910 | 500 | 347 | 500 | - | 500 | - % |
| Total Purchased Services | | 1,100 | 571 | 1,200 | 250 | 900 | (25.00%) |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 3,000 | 3,537 | 1,919 | 418 | 3,500 | 82.39% |
| Other Supplies | 540200 | - | 17 | - | - | - | - % |
| Books And Periodicals | 540500 | - | - | - | - | - | - % |
| Meals | 540700 | - | - | - | - | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | 3,000 | 3,554 | 1,919 | 418 | 3,500 | 82.39% |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 84 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 295 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | 154 | - | - % |
| Total Other | | - | - | - | 533 | - | - % |
| TOTAL ORG: Town Clerk | | 197,844 | 195,807 | 156,587 | 97,358 | 161,770 | 3.31% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|--|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Clerical Salaries & Wages | 512050 | | Per Position Control | | | | |
| Professional Salaries | 513000 | | Per Position Control | | | | |
| Travel | 520900 | | Reimbursement for mileage for meetings and conferences throughout the year. | | | | |
| Binding Service | 522910 | | Archive and Storage - Iron Mountain | | | | |
| Office Supplies | 540100 | | General Supplies and various materials needed for document preservation. (Binders for Vitals and Dog Tags). | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Town Manager - 01123 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | - | - | - | - | - | - % |
| Overtime | 510300 | 8,400 | 4,227 | 8,400 | 3,266 | 8,400 | - % |
| Sick | 510400 | - | 18,896 | - | 5,092 | - | - % |
| Funeral Leave | 510410 | - | 386 | - | - | - | - % |
| Substitute Pay | 510420 | - | - | - | - | - | - % |
| Board Members Salaries | 510430 | 3,350 | 3,350 | 3,350 | 2,233 | 3,350 | - % |
| Injury Leave | 510450 | - | - | - | - | - | - % |
| Merit Pay | 510490 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 17,629 | - | 17,909 | - | - % |
| Vacation | 510600 | - | 32,689 | - | 14,510 | - | - % |
| Travel Reimb. Stipend | 510710 | - | - | - | - | - | - % |
| Internship | 510760 | - | - | - | - | 20,000 | - % |
| Personal Time | 510900 | - | 4,234 | - | 2,408 | - | - % |
| Other Salaries & Wages | 511000 | 5,860 | 4,233 | 4,233 | - | - | - % |
| Compensation Reserve | 511200 | - | - | 117,812 | 68,945 | 14,000 | (88.12%) |
| Clerical Salaries & Wages | 512050 | 98,799 | 52,926 | 102,433 | 54,239 | 106,495 | 3.97% |
| Professional Salaries | 513000 | 447,287 | 287,031 | 442,510 | 249,743 | 453,689 | 2.53% |
| Parity | 517777 | - | - | - | - | - | - % |
| Police Dispatch Retro | 518888 | - | - | - | - | - | - % |
| Total Salaries | | 563,696 | 425,601 | 678,738 | 418,346 | 605,934 | (10.73%) |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 5,000 | 2,685 | 5,000 | 5,082 | 5,000 | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Eqpt Maintenance | 520600 | - | - | - | - | - | - % |
| Eqpt Rental | 520700 | - | - | - | - | - | - % |
| Travel | 520900 | 6,000 | 1,075 | 6,000 | 7,250 | 6,000 | - % |
| Travel Out-Of-State | 521000 | - | 1,647 | - | - | - | - % |
| Telephone | 521500 | - | - | - | - | - | - % |
| Dues And Membership | 521700 | 17,500 | 15,112 | 17,500 | 15,818 | 17,500 | - % |
| Professional Development | 521800 | 22,000 | 37,535 | 27,000 | 23,028 | 27,000 | - % |
| Public Relations | 521850 | 2,000 | 1,314 | 2,000 | - | 2,000 | - % |
| Professional Services | 521900 | 86,000 | 69,371 | 97,997 | 25,979 | 98,000 | - % |
| Legal - Wr Grace | 521910 | - | - | - | - | - | - % |
| Legal Negotiator | 521920 | - | - | - | - | - | - % |
| Legal Service | 521950 | 400,000 | 574,904 | 400,000 | 429,354 | 400,000 | - % |
| Internet Services | 521980 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | 17,500 | 35,764 | 35,000 | 4,254 | 35,000 | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Business Outreach | 522710 | - | - | - | - | - | - % |
| Park Ticket Processing | 522920 | - | 2,384 | - | 1,299 | - | - % |
| Magic Support | 522940 | - | - | - | - | - | - % |
| Total Purchased Services | | 556,000 | 741,791 | 590,497 | 512,063 | 590,500 | - % |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|------------------|----------------------|------------------|-------------------------------|------------------|-------------------------|
| Supplies | | | | | | | |
| Office Supplies | 540100 | 12,600 | 5,944 | 12,600 | 10,244 | 12,600 | - % |
| Other Supplies | 540200 | - | 710 | - | - | - | - % |
| Postage And Courier | 540300 | 3,000 | 8,714 | 3,000 | 2,370 | 3,000 | - % |
| Books And Periodicals | 540500 | - | - | - | - | - | - % |
| Meals | 540700 | 2,500 | 2,725 | 2,500 | 2,768 | 2,500 | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | 18,100 | 18,093 | 18,100 | 15,382 | 18,100 | - % |
| Local Aid Cut Town Mgr Reserve | 569999 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 359 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 499 | - | - % |
| Health Hmo Blue Retiree | 570621 | - | - | - | - | - | - % |
| Blue Care Elect | 570623 | - | - | - | 312 | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 240 | - | - % |
| Medical Opt Out | 570720 | - | - | - | 308 | - | - % |
| Total Other | | - | - | - | 1,718 | - | - % |
| Lease Purchase/Fixed Asset | 584000 | - | - | - | - | - | - % |
| Land Purchase Deposit | 586000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| TOTAL ORG: Town Manager | | 1,137,796 | 1,185,485 | 1,287,335 | 947,511 | 1,214,534 | (5.66%) |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|--|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Overtime | 510300 | | Funds for required overtime | | | | |
| Board Members Salaries | 510430 | | Board of Selectmen salaries | | | | |
| Internship | 510760 | | Various departmental interns. | | | | |
| Clerical Salaries & Wages | 512050 | | Per Position Control. | | | | |
| Professional Salaries | 513000 | | Per Position Control. | | | | |
| Advertising | 520100 | | Legal ads for bids, public notices, etc. | | | | |
| Travel | 520900 | | Vehicle mileage, parking, travel, conference related fees. | | | | |
| Dues And Membership | 521700 | | Membership fees of the Town in Mass. Municipal Assoc., International City Management Assoc., Metro. Area Planning Council (including MAGIC) and other organizations. | | | | |
| Professional Development | 521800 | | Employee professional development, training and conferences, for all departments. | | | | |
| Public Relations | 521850 | | Used for expression of sympathy, congratulations, retirement. | | | | |
| Professional Services | 521900 | | Specialized professional contractual and consulting services. | | | | |
| Legal Service | 521950 | | Legal services. | | | | |
| Printing And Copying | 522300 | | Production of Town Meeting Warrants, Budget Supplement, Town Report, and other materials as required for Town Meetings. Paper for most departments. | | | | |
| Contractual Service | 522700 | | Previously merged with Professional Services, 521900. | | | | |
| Park Ticket Processing | 522920 | | Previously transferred to Finance Department. | | | | |
| Magic Support | 522940 | | Previously merged with Dues and Membership, 521700. | | | | |
| Office Supplies | 540100 | | All office supplies, books and periodicals for the department. Previously merged with "Books and Periodicals" 540500, and "Other Supplies" 540200. | | | | |
| Other Supplies | 540200 | | Previously merged with Office Supplies, 540100. | | | | |
| Postage And Courier | 540300 | | Postage and shipping fees in production of Town Meeting and other mailed documents. | | | | |
| Books And Periodicals | 540500 | | Previously merged with Office Supplies, 540100. | | | | |
| Meals | 540700 | | Meals for special meetings. | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-----------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Town Meeting - 01114 | | | | | | | |
| Salaries | | | | | | | |
| Professional Salaries | 513000 | 200 | 60 | 200 | 80 | 200 | - % |
| Total Salaries | | 200 | 60 | 200 | 80 | 200 | - % |
| Purchased Services | | | | | | | |
| Eqpt Rental | 520700 | - | - | - | - | 4,000 | - % |
| Contractual Service | 522700 | - | - | - | - | 9,600 | - % |
| School Custodian Fee | 522950 | - | - | - | - | 4,000 | - % |
| Total Purchased Services | | - | - | - | - | 17,600 | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 20 | - | 17 | - | 17 | - % |
| Total Supplies | | 20 | - | 17 | - | 17 | - % |
| TOTAL ORG: Town Meeting | | 220 | 60 | 217 | 80 | 17,817 | 8,110.60% |

BUDGET TEXT NOTES

| | | |
|-----------------------|--------|--|
| Professional Salaries | 513000 | Moderator compensation for Town Meeting/Special Town Meeting \$20.00 per Meeting |
| Eqpt Rental | 520700 | Rental of chairs for Town meeting. |
| Contractual Service | 522700 | Cart service at Town meeting and Audio / Visual equipment |
| School Custodian Fee | 522950 | Custodial services for Town Meeting |
| Office Supplies | 540100 | Moderator Supplies |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Veterans Services - 01542 | | | | | | | |
| Salaries | | | | | | | |
| Sick | 510400 | - | 1,128 | - | 957 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 2,719 | - | 2,140 | - | - % |
| Vacation | 510600 | - | 2,927 | - | 936 | - | - % |
| Personal Time | 510900 | - | 678 | - | 475 | - | - % |
| Professional Salaries | 513000 | 68,779 | 62,534 | 73,617 | 41,722 | 77,421 | 5.17% |
| Total Salaries | | 68,779 | 69,986 | 73,617 | 46,230 | 77,421 | 5.17% |
| Purchased Services | | | | | | | |
| Travel | 520900 | 400 | 346 | 100 | - | 100 | - % |
| Telephone | 521500 | 1,400 | 1,482 | 1,800 | 1,164 | 1,800 | - % |
| Dues And Membership | 521700 | 100 | - | 100 | 50 | 100 | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | - | 672 | 1,200 | - | 1,300 | 8.33% |
| Total Purchased Services | | 1,900 | 2,499 | 3,200 | 1,214 | 3,300 | 3.13% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 600 | 1,235 | 700 | 500 | 800 | 14.29% |
| Other Supplies | 540200 | 4,150 | 6,378 | 3,300 | 82 | 3,500 | 6.06% |
| Postage And Courier | 540300 | - | - | 500 | - | 500 | - % |
| Books And Periodicals | 540500 | 300 | - | 300 | - | 300 | - % |
| Total Supplies | | 5,050 | 7,613 | 4,800 | 582 | 5,100 | 6.25% |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 41 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 44 | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | 77 | - | - % |
| Veterans Benefits | 571000 | 125,000 | 92,173 | 117,984 | 59,913 | 110,000 | (6.77%) |
| Total Other | | 125,000 | 92,173 | 117,984 | 60,075 | 110,000 | (6.77%) |
| TOTAL ORG: Veterans Services | | 200,729 | 172,271 | 199,601 | 108,101 | 195,821 | (1.89%) |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: - General Fund - Town

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|-------------------|---|-------------------|-------------------------------|-------------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Professional Salaries | 513000 | | Full Time Veterans Agent Per Position Control | | | | |
| Travel | 520900 | | Mileage to training sessions, regular meetings, parking fees and tolls etc. | | | | |
| Telephone | 521500 | | Cost of Verizon plan for iPhone and iPad. | | | | |
| Dues And Membership | 521700 | | Membership in State Veteran's Agent Organizations. | | | | |
| Printing And Copying | 522300 | | To be used for printing Veterans benefits information for mailings. | | | | |
| Office Supplies | 540100 | | Office supplies. | | | | |
| Other Supplies | 540200 | | Miscellaneous supplies, annual mailings and outreach to veterans. Also cost of veterans' flags, flagstands and geranium plantings. | | | | |
| Postage And Courier | 540300 | | postage to be used for outreach mailings to Veterans and etc. | | | | |
| Books And Periodicals | 540500 | | Publications and literature for Veterans. | | | | |
| Veterans Benefits | 571000 | | Expenditures depend on the number of qualified Veterans who seek aid. New benefits such as VASH vouchers are being implemented to provide first, last and security deposit for qualified veterans. Reimbursements from the state for this portion of the budget are between 75% and 100% depending on the benefit. Increase based on FY13 expenditures. | | | | |
| TOTAL FUND: General Fund - Town | | 31,468,112 | 31,052,792 | 32,247,604 | 22,781,156 | 33,151,899 | 2.80% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: FIRE ALARM NETWORK

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|----------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Fire Alarm Network - 3700 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | 38,415 | 32,850 | 38,415 | 19,901 | 38,415 | - % |
| Total Salaries | | 38,415 | 32,850 | 38,415 | 19,901 | 38,415 | - % |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | 25,000 | 4,637 | 25,000 | 2,624 | 25,000 | - % |
| Telephone | 521500 | 750 | 3,398 | 1,300 | 5,528 | 1,300 | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Total Purchased Services | | 25,750 | 8,036 | 26,300 | 8,152 | 26,300 | - % |
| Other | | | | | | | |
| Other Expenditures | 570000 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | 10 | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | 105 | - | - % |
| Total Other | | - | - | - | 115 | - | - % |
| TOTAL FUND: Fire Alarm Network | | 64,165 | 40,885 | 64,715 | 28,168 | 64,715 | - % |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: BUILDING INSPECTOR

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Building Inspector - 3701 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | - | - | - | - | - | - % |
| Regular Temp | 510200 | 19,393 | 19,716 | 20,188 | 10,571 | 20,614 | 2.11% |
| Sick | 510400 | - | 277 | - | 165 | - | - % |
| Holiday | 510500 | - | 1,974 | - | 1,485 | - | - % |
| Vacation | 510600 | - | 2,267 | - | 1,650 | - | - % |
| Personal Time | 510900 | - | 505 | - | 464 | - | - % |
| Clerical Salaries & Wages | 512050 | 6,103 | 4,216 | 6,232 | 3,082 | 5,078 | (18.52%) |
| Professional Salaries | 513000 | 40,488 | 34,864 | 43,473 | 23,631 | 46,257 | 6.40% |
| Total Salaries | | 65,984 | 63,820 | 69,893 | 41,049 | 71,949 | 2.94% |
| Purchased Services | | | | | | | |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Contractual Service | 522700 | 225,000 | 114,084 | 216,927 | 95,994 | 225,000 | 3.72% |
| Total Purchased Services | | 225,000 | 114,084 | 216,927 | 95,994 | 225,000 | 3.72% |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 1,000 | 842 | 1,000 | - | 1,000 | - % |
| Uniforms | 541000 | 1,000 | 1,051 | - | - | - | - % |
| Total Supplies | | 2,000 | 1,894 | 1,000 | - | 1,000 | - % |
| Other | | | | | | | |
| Other Expenditures | 570000 | - | - | - | - | - | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | 500 | 861 | 988 | 572 | 1,000 | 1.21% |
| Life Insurance | 570500 | 4 | 4 | - | 3 | 4 | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Ins Bc/Bs Retiree | 570610 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | 304 | - | 501 | 329 | - % |
| Health Insurance - Harvard | 570700 | 1,500 | 7,221 | 8,083 | 5,211 | 7,810 | (3.38%) |
| Medical Opt Out | 570720 | 400 | 215 | 400 | - | 215 | (46.25%) |
| Life Opt Out | 570730 | - | 8 | - | 5 | 8 | - % |
| Total Other | | 2,404 | 8,613 | 9,471 | 6,290 | 9,366 | (1.11%) |
| Machinery And Equipment | 583000 | 200 | - | - | - | - | - % |
| Motor Vehicle | 585000 | - | - | - | - | - | - % |
| Total Capital / Property | | 200 | - | - | - | - | - % |
| TOTAL FUND: Building Inspector | | 295,588 | 188,411 | 297,291 | 143,333 | 307,315 | 3.37% |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: SEALER WEIGHTS & MEASURES

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Sealer Weights & Measures - 3702 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | 17 | - | - | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 68 | - | - | - | - % |
| Vacation | 510600 | - | 44 | - | - | - | - % |
| Personal Time | 510900 | - | 18 | - | - | - | - % |
| Other Salaries & Wages | 511000 | 10,061 | 11,354 | 10,022 | 8,215 | - | - % |
| Clerical Salaries & Wages | 512050 | - | - | - | - | - | - % |
| Professional Salaries | 513000 | 1,614 | 252 | 1,698 | - | 25,215 | 1,384.98% |
| Total Salaries | | 11,675 | 11,753 | 11,720 | 8,215 | 25,215 | 115.15% |
| Purchased Services | | | | | | | |
| Dues And Membership | 521700 | 500 | - | 500 | - | 500 | - % |
| Professional Development | 521800 | 250 | 185 | 250 | 265 | 250 | - % |
| Professional Services | 521900 | 250 | - | 250 | - | 250 | - % |
| Total Purchased Services | | 1,000 | 185 | 1,000 | 265 | 1,000 | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 200 | - | 200 | - | 200 | - % |
| Other Supplies | 540200 | 350 | - | 350 | - | 2,500 | 614.29% |
| Total Supplies | | 550 | - | 550 | - | 2,700 | 390.91% |
| Other | | | | | | | |
| Other Expenditures | 570000 | - | - | - | - | - | - % |
| Medicare | 570400 | - | 20 | - | - | - | - % |
| Life Insurance | 570500 | 12 | 6 | 1 | 3 | 12 | 1,112.12% |
| Health Ins Bc/Bs | 570600 | 205 | - | 205 | - | - | - % |
| Health Hmo Blue | 570620 | 381 | 164 | 200 | - | 200 | (0.11%) |
| Health Insurance - Harvard | 570700 | 800 | 2,495 | - | 1,492 | 2,699 | - % |
| Medical Opt Out | 570720 | - | - | - | - | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | 1,398 | 2,685 | 406 | 1,495 | 2,911 | 616.61% |
| TOTAL FUND: Sealer Weights & Measures | | 14,623 | 14,623 | 13,676 | 9,975 | 31,826 | 132.71% |

BUDGET TEXT NOTES

| | | |
|-----------------------|--------|---|
| Professional Salaries | 513000 | Current sealer retirement has indentified that additional effort is needed to gain full compliance |
| Other Supplies | 540200 | Current sealer equipment was either certified or condemned by the state lab. The condemned equipment needs to be replaced to perform Sealer job function. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: FOOD SERVICE

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-----------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Food Service - 3704 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | 243 | - | 1,242 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 1,766 | - | 1,380 | - | - % |
| Vacation | 510600 | - | 1,953 | - | 657 | - | - % |
| Personal Time | 510900 | - | 459 | - | 197 | - | - % |
| Clerical Salaries & Wages | 512050 | - | (46) | - | - | - | - % |
| Professional Salaries | 513000 | 39,818 | 33,948 | 41,877 | 21,974 | 35,674 | (14.81%) |
| Total Salaries | | 39,818 | 38,324 | 41,877 | 25,450 | 35,674 | (14.81%) |
| Purchased Services | | | | | | | |
| Advertising | 520100 | 250 | - | 250 | - | 250 | - % |
| Professional Services | 521900 | 5,000 | 7,797 | 5,000 | - | 5,000 | - % |
| Contractual Service | 522700 | - | 3,600 | - | 350 | - | - % |
| Total Purchased Services | | 5,250 | 11,397 | 5,250 | 350 | 5,250 | - % |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 1,000 | 941 | 1,000 | 1,240 | 1,000 | - % |
| Total Supplies | | 1,000 | 941 | 1,000 | 1,240 | 1,000 | - % |
| Other | | | | | | | |
| Other Expenditures | 570000 | - | - | - | 420 | - | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | 275 | 539 | 275 | 356 | 583 | 112.00% |
| Life Insurance | 570500 | 20 | 20 | 22 | 15 | 20 | (8.17%) |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | 6,393 | 328 | 400 | 2,206 | 355 | (11.35%) |
| Health Insurance - Harvard | 570700 | 799 | - | 799 | - | - | - % |
| Medical Opt Out | 570720 | - | 1,923 | 2,000 | 392 | 2,000 | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | 7,487 | 2,810 | 3,496 | 3,390 | 2,958 | (15.40%) |
| Capital / Property | | | | | | | |
| Capital Outlay | 580000 | - | - | 30,000 | 29,737 | - | - % |
| Total Capital / Property | | - | - | 30,000 | 29,737 | - | - % |
| Transfers Out | 597000 | - | - | - | - | - | - % |
| Total Other Financing Uses | | - | - | - | - | - | - % |
| TOTAL FUND: Food Service | | 53,555 | 53,472 | 81,623 | 60,167 | 44,882 | (45.01%) |

BUDGET TEXT NOTES

Professional Salaries 513000 per position control

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: HAZARDOUS MATERIALS

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Hazardous Materials - 3705 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | 201 | - | 409 | - | - % |
| Funeral Leave | 510410 | - | - | - | 364 | - | - % |
| Holiday | 510500 | - | 1,440 | - | 1,102 | - | - % |
| Vacation | 510600 | - | 1,580 | - | 1,243 | - | - % |
| Personal Time | 510900 | - | 375 | - | 319 | - | - % |
| Other Salaries & Wages | 511000 | - | 7,983 | - | 3,981 | - | - % |
| Clerical Salaries & Wages | 512050 | - | - | - | - | - | - % |
| Professional Salaries | 513000 | 32,500 | 31,500 | 34,181 | 16,834 | 23,512 | (31.21%) |
| Total Salaries | | 32,500 | 43,079 | 34,181 | 24,250 | 23,512 | (31.21%) |
| Purchased Services | | | | | | | |
| Professional Services | 521900 | 1,000 | - | 1,000 | - | 1,000 | - % |
| Contractual Service | 522700 | 5,000 | 2,905 | 5,000 | - | 5,000 | - % |
| Hazardous Waste Day | 522780 | 6,000 | 720 | 6,000 | - | 6,000 | - % |
| Total Purchased Services | | 12,000 | 3,625 | 12,000 | - | 12,000 | - % |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 1,000 | - | 1,000 | 415 | 1,000 | - % |
| Books And Periodicals | 540500 | 200 | - | 200 | - | 200 | - % |
| Material And Equipment | 540900 | 200 | - | 200 | 345 | 200 | - % |
| Total Supplies | | 1,400 | - | 1,400 | 760 | 1,400 | - % |
| Other | | | | | | | |
| Other Expenditures | 570000 | - | - | - | 2,000 | - | - % |
| Medicare | 570400 | 500 | 607 | 500 | 364 | 600 | 20.00% |
| Life Insurance | 570500 | 25 | 23 | 18 | 15 | 25 | 40.29% |
| Health Ins Bc/Bs | 570600 | 578 | - | 578 | - | - | - % |
| Health Hmo Blue | 570620 | 3,197 | 1,469 | 400 | 2,527 | 1,590 | 297.04% |
| Health Insurance - Harvard | 570700 | 799 | - | 799 | - | - | - % |
| Medical Opt Out | 570720 | - | 1,539 | 1,600 | 654 | 1,600 | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | 5,099 | 3,637 | 3,895 | 5,560 | 3,815 | (2.06%) |
| Capital Outlay | 580000 | - | - | - | - | - | - % |
| Total Capital / Property | | - | - | - | - | - | - % |
| Transfers Out | 597000 | - | - | - | - | - | - % |
| Total Other Financing Uses | | - | - | - | - | - | - % |
| TOTAL FUND: Hazardous Materials | | 50,999 | 50,341 | 51,476 | 30,570 | 40,727 | (20.88%) |

BUDGET TEXT NOTES

Professional Salaries 513000 Per position control

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: HISTORIC DISTRICT COMM

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--------------------------------------|----------------|------------------------|------------------------------|------------------------|--|-------------------------|----------------------------------|
| Historic District Comm - 3706 | | | | | | | |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Total Purchased Services | | - | - | - | - | - | - % |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 200 | - | 200 | - | 200 | - % |
| Total Supplies | | 200 | - | 200 | - | 200 | - % |
| Other Expenditures | 570000 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| TOTAL FUND: Historic District Comm | | 200 | - | 200 | - | 200 | - % |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: STORMWATER INSPECTIONS

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Stormwater Inspections - 3708 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | - | - | 10 | - | - % |
| Sick | 510400 | - | - | - | 1,150 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Holiday | 510500 | - | - | - | 723 | - | - % |
| Vacation | 510600 | - | (91) | - | 723 | - | - % |
| Personal Time | 510900 | - | - | - | 241 | - | - % |
| Clerical Salaries & Wages | 512050 | - | (91) | - | 278 | - | - % |
| Professional Salaries | 513000 | 29,863 | - | 31,407 | 10,502 | - | - % |
| Total Salaries | | 29,863 | (182) | 31,407 | 13,627 | - | - % |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Professional Services | 521900 | 7,000 | 1,565 | 7,000 | - | 7,000 | - % |
| Contractual Service | 522700 | 11,000 | - | 11,000 | 12,500 | 11,000 | - % |
| Total Purchased Services | | 18,000 | 1,565 | 18,000 | 12,500 | 18,000 | - % |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 1,000 | - | 1,000 | 330 | 1,000 | - % |
| Books And Periodicals | 540500 | 200 | - | 200 | - | 200 | - % |
| Material And Equipment | 540900 | 350 | - | 350 | - | 350 | - % |
| Total Supplies | | 1,550 | - | 1,550 | 330 | 1,550 | - % |
| Other | | | | | | | |
| Other Expenditures | 570000 | - | - | - | - | - | - % |
| Medicare | 570400 | 380 | 8 | - | 190 | - | - % |
| Life Insurance | 570500 | 22 | 7 | 18 | 6 | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | 3,704 | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | 402 | 15 | 3,723 | 196 | - | - % |
| TOTAL FUND: Stormwater Inspections | | 49,815 | 1,398 | 54,680 | 26,653 | 19,550 | (64.25%) |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: CROSTOWN CONNECT

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Crosstown Connect - 3709 | | | | | | | |
| Purchased Services | | | | | | | |
| Advertising | 520100 | - | - | - | - | - | - % |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Mis Equipment & Software | 520400 | - | 116 | - | - | - | - % |
| Professional Services | 521900 | 157,000 | 41,885 | 157,000 | 18,040 | 8,000 | (94.90%) |
| Contractual Service | 522700 | 61,000 | 8,874 | 26,000 | 3,447 | 162,000 | 523.08% |
| Total Purchased Services | | 218,000 | 50,876 | 183,000 | 21,488 | 170,000 | (7.10%) |
| Supplies | | | | | | | |
| Office Supplies | 540100 | 4,000 | - | 4,000 | - | 5,000 | 25.00% |
| Other Supplies | 540200 | 3,000 | - | 3,000 | - | 5,000 | 66.67% |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | 7,000 | - | 7,000 | - | 10,000 | 42.86% |
| Other Expenditures | 570000 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| TOTAL FUND: Crosstown Connect | | 225,000 | 50,876 | 190,000 | 21,488 | 180,000 | (5.26%) |

BUDGET TEXT NOTES

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: SEPTAGE ENTERPRISE FUND

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Septage Enterprise Fund - 6300 | | | | | | | |
| Salaries | | | | | | | |
| Regular Temp | 510200 | - | - | - | - | - | - % |
| Overtime | 510300 | - | - | - | 471 | - | - % |
| Sick | 510400 | - | 59 | - | 3,097 | - | - % |
| Funeral Leave | 510410 | - | - | - | 402 | - | - % |
| Holiday | 510500 | - | 394 | - | 2,881 | - | - % |
| Vacation | 510600 | - | 417 | - | 3,037 | - | - % |
| Personal Time | 510900 | - | 103 | - | 907 | - | - % |
| Other Salaries & Wages | 511000 | - | 465 | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | - | - | - | - | 11,592 | - % |
| Professional Salaries | 513000 | 102,601 | 102,601 | 105,038 | 48,838 | 127,891 | 21.76% |
| Total Salaries | | 102,601 | 104,039 | 105,038 | 59,633 | 139,483 | 32.79% |
| Purchased Services | | | | | | | |
| Water | 521110 | 300 | - | 300 | - | 300 | - % |
| Professional Development | 521800 | 300 | 14,329 | 300 | 270 | 300 | - % |
| Printing And Copying | 522300 | 650 | - | 650 | - | 650 | - % |
| Contractual Service | 522700 | 6,000 | 9,805 | 6,000 | 10,008 | 6,000 | - % |
| Total Purchased Services | | 7,250 | 24,134 | 7,250 | 10,278 | 7,250 | - % |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 4,000 | 2,029 | 4,000 | 2,784 | 4,000 | - % |
| Material And Equipment | 540900 | 4,000 | - | 4,000 | 2,988 | 4,000 | - % |
| Total Supplies | | 8,000 | 2,029 | 8,000 | 5,772 | 8,000 | - % |
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | 400 | 362 | 400 | 874 | 400 | - % |
| Life Insurance | 570500 | 50 | 21 | 41 | 34 | 50 | 23.18% |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | 5,674 | 1,040 | 200 | 4,994 | 1,136 | 467.47% |
| Health Insurance - Harvard | 570700 | 18,581 | 4,481 | 17,321 | - | 5,555 | (67.93%) |
| Medical Opt Out | 570720 | - | 385 | 400 | 1,504 | 400 | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | 24,705 | 6,288 | 18,362 | 7,406 | 7,541 | (58.93%) |
| Capital / Property | | | | | | | |
| Capital Outlay | 580000 | - | - | - | - | 32,000 | - % |
| Total Capital / Property | | - | - | - | - | 32,000 | - % |
| TOTAL FUND: Septage Enterprise Fund | | 142,556 | 136,490 | 138,650 | 83,089 | 194,274 | 40.12% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: SEPTAGE ENTERPRISE FUND

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|--|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Clerical Salaries & Wages | 512050 | | Per Position Control | | | | |
| Professional Salaries | 513000 | | Per Position Control. | | | | |
| Water | 521110 | | Distilled water for Water Testing Lab. | | | | |
| Professional Development | 521800 | | Training for staff credentials | | | | |
| Printing And Copying | 522300 | | Printing of Septic Rules & Regs. | | | | |
| Contractual Service | 522700 | | On-line review of wastewater plan designs. | | | | |
| Other Supplies | 540200 | | Misc. other supplies for septic inspections, stream monitoring and groundwater monitoring. | | | | |
| Material And Equipment | 540900 | | Equipment and materials for maintaining water sampling program. | | | | |
| Capital Outlay | 580000 | | Land use pool vehicle | | | | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: RECYCLING/TRANSFER STATION

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Recycling/Transfer Station - 6400 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 158,537 | 123,428 | 167,237 | 67,282 | 162,813 | (2.65%) |
| Overtime | 510300 | 46,600 | 51,249 | 46,600 | 35,296 | 46,600 | - % |
| Sick | 510400 | - | 19,154 | - | 14,057 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Seasonal | 510440 | - | - | - | - | - | - % |
| Injury Leave | 510450 | - | - | - | - | - | - % |
| Longevity | 510460 | 854 | 956 | 1,154 | 1,500 | 1,800 | 55.98% |
| Merit Pay | 510490 | 1,400 | 2,100 | 2,100 | - | 2,100 | - % |
| Holiday | 510500 | - | 4,040 | - | 4,372 | - | - % |
| Overtime/Sick Adjustment | 510520 | - | (101) | - | - | - | - % |
| Flsa Adjustment | 510530 | - | 396 | - | 102 | - | - % |
| Vacation | 510600 | - | 5,237 | - | 11,658 | - | - % |
| Personal Time | 510900 | - | 1,845 | - | 410 | - | - % |
| Professional Salaries | 513000 | 10,063 | - | 10,698 | 6,434 | 12,419 | 16.09% |
| Total Salaries | | 217,454 | 208,303 | 227,789 | 141,110 | 225,732 | (0.90%) |
| Purchased Services | | | | | | | |
| Eqpt Maintenance | 520600 | 4,458 | 4,301 | 4,458 | 2,500 | 4,458 | - % |
| Electricity | 521100 | 9,336 | 3,062 | 6,000 | 7,242 | 6,000 | - % |
| Fuel And Oil | 521300 | 33,000 | - | 33,000 | - | 20,000 | (39.39%) |
| Telephone | 521500 | 824 | 348 | 824 | 332 | 824 | - % |
| Professional Services | 521900 | 15,000 | 48,236 | 15,000 | 4,798 | 15,000 | - % |
| Legal Service | 521950 | - | - | - | - | - | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Trash Removal | 522800 | 310,000 | 181,045 | 310,000 | 114,835 | 200,000 | (35.48%) |
| Recycling | 522805 | - | - | - | 34,026 | 50,000 | - % |
| Total Purchased Services | | 372,618 | 236,991 | 369,282 | 163,733 | 296,282 | (19.77%) |
| Supplies | | | | | | | |
| Trash Bags | 540280 | - | 32,768 | 80,000 | 42,000 | 80,000 | - % |
| Material And Equipment | 540900 | 15,000 | 9,564 | 15,000 | 3,832 | 15,000 | - % |
| Tires | 540910 | 3,374 | 593 | 3,374 | 3,650 | 3,374 | - % |
| Uniforms | 541000 | 1,600 | 1,178 | 1,600 | 1,083 | 1,600 | - % |
| Total Supplies | | 19,974 | 44,102 | 99,974 | 50,565 | 99,974 | - % |
| Other | | | | | | | |
| Unemployment Ins | 570200 | - | - | - | - | - | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | 2,160 | 2,688 | 3,193 | 1,753 | 2,800 | (12.31%) |
| Life Insurance | 570500 | 140 | 116 | 122 | 79 | 125 | 2.46% |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | 32,571 | 30,040 | 36,707 | 20,697 | 32,320 | (11.95%) |
| Blue Care Elect | 570623 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | 2,657 | 1,735 | - | 2,825 | 2,101 | - % |
| Medical Opt Out | 570720 | - | - | - | - | 177 | - % |
| Total Other | | 37,528 | 34,579 | 40,022 | 25,354 | 37,523 | (6.24%) |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: RECYCLING/TRANSFER STATION

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Capital / Property | | | | | | | |
| Capital Outlay | 580000 | 98,000 | 112 | 75,000 | 275 | 30,000 | (60.00%) |
| Compost Equipment | 580001 | - | 1,326 | - | - | - | - % |
| Machinery And Equipment | 583000 | - | - | - | - | - | - % |
| Lease Purchase/Fixed Asset | 584000 | 26,000 | 25,712 | 26,000 | 25,712 | - | - % |
| Paving | 586010 | 10,000 | - | 10,000 | - | - | - % |
| Total Capital / Property | | 134,000 | 27,149 | 111,000 | 25,987 | 30,000 | (72.97%) |
| Other Financing Uses | | | | | | | |
| Transfers Out | 597000 | - | 1,000,000 | - | - | - | - % |
| Total Other Financing Uses | | - | 1,000,000 | - | - | - | - % |
| TOTAL FUND: Recycling/Transfer Station | | 781,574 | 1,551,125 | 848,067 | 406,748 | 689,511 | (18.70%) |

BUDGET TEXT NOTES

| | | |
|------------------------|--------|---|
| Regular Perm | 510100 | Highway personnel assigned to the transfer station. Includes two full time employees. |
| Overtime | 510300 | OT costs associated with the operation of transfer station. |
| Merit Pay | 510490 | Merit payments to transfer station employees per union contract. |
| Professional Salaries | 513000 | Includes 3 hours per wk of Highway Superintendent's time & 1 hour per wk of DPW Directors time. Per Position Control. |
| Eqpt Maintenance | 520600 | Costs associated with repairs of Transfer Station equipment. |
| Electricity | 521100 | Electricity to operate transfer station. |
| Fuel And Oil | 521300 | Fuel to operate vehicles and equipment (includes diesel and biodiesel). |
| Telephone | 521500 | Phone charges to include credit card machine. |
| Professional Services | 521900 | Tight tank testing/environmental compliance. Increase added to cover estimated price increase by vendors and compliance inspections required by DEP. In addition, the Town will be installing a new gas monitoring program. |
| Trash Removal | 522800 | Tipping fees for refuse. |
| Recycling | 522805 | Costs associated with hauling, handling & removal of recycleable materials |
| Trash Bags | 540280 | manufacture trash bags |
| Material And Equipment | 540900 | Costs associated with repair and service to the Transfer Station equipment. Increased to cover the added repairs at the facility and the equipment. |
| Tires | 540910 | Tires for transfer station equipment (loader, yard tractors & trailers used to transport refuse). |
| Uniforms | 541000 | Uniforms service and workboots for transfer station employees per union contract. |
| Capital Outlay | 580000 | Building & Equipmenet repair/ replacement |
| Compost Equipment | 580001 | Lease of front end loader. |

TOWN OF ACTON
 Transfer Station and Recycling Facility Enterprise Budget
 Revenue and Expense Projections

March 9, 2017

| | 6/30/2016 Start Balance | FY17 | FY18 | FY19 | FY20 | FY21 | End Balance |
|--------------------------------|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------|
| Est. Revenues | | | | | | | |
| Stickers | \$ 519,137 | \$ 385,602 | \$ 292,166 | \$ 292,166 | \$ 335,991 | \$ 335,991 | \$ 414,196 |
| Bags | | \$ 220,804 | \$ 253,925 | \$ 253,925 | \$ 292,013 | \$ 292,013 | |
| Coupons | | \$ 53,340 | \$ 53,340 | \$ 53,340 | \$ 53,340 | \$ 53,340 | |
| Recycling | | \$ 10,408 | \$ 10,408 | \$ 10,408 | \$ 10,408 | \$ 10,408 | |
| Metal Recycling | | \$ 2,188 | \$ 2,254 | \$ 2,321 | \$ 2,391 | \$ 2,463 | |
| Total Inflows | | \$ 672,342 | \$ 612,093 | \$ 612,160 | \$ 694,143 | \$ 694,215 | |
| Est. Expenditures | | | | | | | |
| Salaries | | \$ 227,789 | \$ 225,732 | \$ 232,504 | \$ 239,479 | \$ 246,663 | |
| Purchased Services | | \$ 369,282 | \$ 296,282 | \$ 264,862 | \$ 272,808 | \$ 280,992 | |
| Supplies | | \$ 99,974 | \$ 99,974 | \$ 32,877 | \$ 33,863 | \$ 34,879 | |
| Other (benefits) | | \$ 40,022 | \$ 37,523 | \$ 36,685 | \$ 37,786 | \$ 38,919 | |
| Capital / Property Maintenance | | \$ 111,000 | \$ 30,000 | \$ 30,000 | \$ 35,000 | \$ 35,000 | |
| Total Outflows | | \$ 848,067 | \$ 689,511 | \$ 596,928 | \$ 618,936 | \$ 636,454 | |
| Fiscal year profit/loss | | \$ (175,725) | \$ (77,418) | \$ 15,232 | \$ 75,208 | \$ 57,761 | |
| Ending Balance | | \$ 343,413 | \$ 265,994 | \$ 281,227 | \$ 356,434 | \$ 414,196 | |

| | FY2016 | | | FY2018 | | | FY2020 | |
|--------|-----------|-------------|------------|-----------|---------------|------------|-----------|---------------|
| | # of Bags | % Bag Sales | | # of Bags | % Bag Sales | | # of Bags | % Bag Sales |
| 30-gal | 36,800 | 14.3% | \$ 55,200 | 36,800 | 1.65% | \$ 60,720 | 36,800 | 1.82% |
| 15-gal | 111,040 | 43.0% | \$ 88,832 | 111,040 | 0.88% | \$ 97,715 | 111,040 | 0.97% |
| 8-gal | 110,200 | 42.7% | \$ 55,100 | 110,200 | 0.55% | \$ 60,610 | 110,200 | 0.61% |
| | 258,040 | 100.0% | \$ 199,132 | | | \$ 219,045 | | \$ 240,950 |
| | | | | | Target Sales | | | Target Sales |
| | | | | | Cost increase | 10% | | Cost increase |
| | | | | | | | | 10% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: SEWER O&M ENTERPRISE FUND

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Sewer O&M Enterprise Fund - 6500 | | | | | | | |
| Salaries | | | | | | | |
| Overtime | 510300 | - | - | - | 26 | - | - % |
| Sick | 510400 | - | - | - | 3,604 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Merit Pay | 510490 | - | - | - | - | - | - % |
| Holiday | 510500 | - | - | - | 1,774 | - | - % |
| Vacation | 510600 | - | - | - | 1,746 | - | - % |
| Personal Time | 510900 | - | - | - | 415 | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | - | 71,612 | 73,880 | 31,012 | 25,454 | (65.55%) |
| Sewer Clerk Wages | 512060 | - | - | - | - | - | - % |
| Professional Salaries | 513000 | 73,254 | 900 | 14,300 | 5,221 | 57,061 | 299.03% |
| Total Salaries | | 73,254 | 72,512 | 88,180 | 43,797 | 82,515 | (6.42%) |
| Purchased Services | | | | | | | |
| Electricity | 521100 | - | 44,619 | - | 47,000 | - | - % |
| Water | 521110 | - | - | - | - | - | - % |
| Heating Oil | 521410 | - | - | - | - | - | - % |
| Telephone | 521500 | - | - | - | - | - | - % |
| Professional Development | 521800 | - | - | - | - | - | - % |
| Professional Services | 521900 | 22,000 | 8,500 | - | 11,500 | - | - % |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Contractual Service | 522700 | 535,000 | 498,359 | 545,000 | 544,500 | 555,900 | 2.00% |
| Banking Services | 522930 | - | - | - | - | - | - % |
| Total Purchased Services | | 557,000 | 551,477 | 545,000 | 603,000 | 555,900 | 2.00% |
| Supplies | | | | | | | |
| Office Supplies | 540100 | - | - | - | - | - | - % |
| Pass Thru Cost Contact | 540220 | 79,250 | 105,830 | 80,750 | 60,000 | 130,000 | 60.99% |
| Total Supplies | | 79,250 | 105,830 | 80,750 | 60,000 | 130,000 | 60.99% |
| Other | | | | | | | |
| Unemployment Ins | 570200 | - | - | - | - | - | - % |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | 12 | - | 554 | 570 | - % |
| Life Insurance | 570500 | - | 1 | - | 21 | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | 3,727 | 18,717 | - % |
| Health Insurance - Harvard | 570700 | - | 123 | 13,000 | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | 1,231 | - | - % |
| Property & Liability Insurance | 575000 | - | - | - | - | - | - % |
| Depreciation-Sewer Plan | 578010 | - | - | - | - | - | - % |
| Depreciation - Collection Pump | 578020 | - | - | - | - | - | - % |
| Refunds | 579100 | - | - | - | - | - | - % |
| Total Other | | - | 135 | 13,000 | 5,533 | 19,287 | 48.36% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: SEWER O&M ENTERPRISE FUND

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Capital / Property | | | | | | | |
| Machinery And Equipment | 583000 | 60,000 | 19,853 | 60,000 | 23,000 | 60,000 | - % |
| Total Capital / Property | | 60,000 | 19,853 | 60,000 | 23,000 | 60,000 | - % |
| Other Financing Uses | | | | | | | |
| Long-Term Debt Principal | 590100 | 665,086 | 662,842 | 682,017 | 682,017 | 695,593 | 1.99% |
| Ltd - Principal Mkt Rate | 590150 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | - % |
| Long-Term Debt Interest | 590200 | 240,320 | 241,531 | 222,341 | 222,341 | 204,462 | (8.04%) |
| Ltd - Interest Market Rate | 590250 | 12,513 | 12,513 | 11,253 | 11,253 | 9,975 | (11.35%) |
| Short Term Int | 590320 | - | - | - | - | - | - % |
| Short Term Debt Interest | 590330 | - | - | - | - | - | - % |
| Admin Fee Mcwt | 590340 | - | 23,231 | 25,000 | 22,021 | 21,000 | (16.00%) |
| Bad Debt Expense | 595110 | - | - | - | - | - | - % |
| Betterment Overlay | 595120 | 25,000 | - | - | - | - | - % |
| Transfers Out | 597000 | - | 1,600,000 | - | - | - | - % |
| Total Other Financing Uses | | 977,919 | 2,575,116 | 975,611 | 972,632 | 966,030 | (0.98%) |
| TOTAL FUND: Sewer O&M Enterprise Fund | | 1,747,423 | 3,324,924 | 1,762,541 | 1,707,962 | 1,813,732 | 2.90% |

BUDGET TEXT NOTES

| | | |
|--------------------------------|--------|---|
| Professional Salaries | 513000 | Per Position Control. |
| Contractual Service | 522700 | Represents charge for Sewer Treatment Plant Operations. |
| Office Supplies | 540100 | General Office Supplies. |
| Pass Thru Cost Contact | 540220 | Predicted annual Reserve Account for maintaining Treatment Plant and Collection System. Woodard & Curran is reimbursed per contract for capital expenditures for maintenance. |
| Medicare | 570400 | Projected cost of Medicare Insurance. |
| Life Insurance | 570500 | Projected cost of Life Insurance. |
| Property & Liability Insurance | 575000 | Projected Property and Liability Insurance. |
| Machinery And Equipment | 583000 | Sewer system SCADA upgrade. |
| Long-Term Debt Principal | 590100 | Represents the Principal Portion of the MWPAT Bonds per the Debt Service schedules. |
| Ltd - Principal Mkt Rate | 590150 | Permanent Sewer Debt outside the MWPAT loan. |
| Long-Term Debt Interest | 590200 | Represents the interest portion of the MWPAT Bonds per the Debt Service Schedules. |
| Ltd - Interest Market Rate | 590250 | Permanent Sewer Debt - Outside MWPAT. |
| Admin Fee Mcwt | 590340 | Represents the .075% Administrative Fee due to the MWPAT on the Total outstanding principal balance on the Sewer Bonds. |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: AMBULANCE - ENTERPRISE FUND

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Ambulance - Enterprise Fund - 6600 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | 408,572 | 353,747 | 412,170 | 229,364 | 494,579 | 19.99% |
| Regular Temp | 510200 | - | - | - | - | - | - % |
| Overtime | 510300 | 82,000 | 147,321 | 82,000 | 93,566 | 150,000 | 82.93% |
| Sick | 510400 | - | 17,091 | - | 7,872 | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Injury Leave | 510450 | - | 13,740 | - | 2,241 | - | - % |
| Longevity | 510460 | - | 250 | 250 | 250 | 500 | 100.00% |
| Incentive Pay | 510470 | 2,142 | 1,409 | 2,142 | 4,340 | 4,841 | 126.00% |
| Merit Pay | 510490 | - | - | - | - | - | - % |
| Holiday | 510500 | - | 1,299 | - | 887 | - | - % |
| Overtime/Sick Adjustment | 510520 | - | (621) | - | (657) | - | - % |
| Flsa Adjustment | 510530 | 500 | 312 | 500 | 186 | 500 | - % |
| Holiday A&B | 510540 | 20,658 | 17,687 | 20,077 | 12,284 | 21,241 | 5.80% |
| Vacation | 510600 | - | 15,233 | - | 7,506 | - | - % |
| Emt Stipend | 510730 | 10,214 | 4,926 | 10,304 | 10,317 | 38,777 | 276.33% |
| Uniform Stipend | 510750 | 800 | 500 | 800 | 700 | 900 | 12.50% |
| Personal Time | 510900 | - | 6,141 | - | 4,858 | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | - | - | - | - | - | - % |
| Professional Salaries | 513000 | - | - | - | - | - | - % |
| Total Salaries | | 524,886 | 579,034 | 528,243 | 373,714 | 711,338 | 34.66% |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | 50,000 | 46,496 | 50,000 | 25,057 | 55,000 | 10.00% |
| Telephone | 521500 | 6,400 | 5,055 | 8,400 | 15,699 | 8,400 | - % |
| Professional Development | 521800 | 70,000 | 23,166 | - | - | 25,000 | - % |
| Professional Services | 521900 | - | - | - | - | - | - % |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Contractual Service | 522700 | - | - | - | - | - | - % |
| Total Purchased Services | | 126,400 | 74,717 | 58,400 | 40,756 | 88,400 | 51.37% |
| Supplies | | | | | | | |
| Other Supplies | 540200 | 20,000 | 20,017 | - | - | 182,000 | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Uniforms | 541000 | 800 | - | 800 | - | - | - % |
| Total Supplies | | 20,800 | 20,017 | 800 | - | 182,000 | 22,650.00% |
| Other | | | | | | | |
| Als - Assessment | 560500 | 27,403 | 27,651 | 30,000 | 16,079 | 30,000 | - % |
| Total Other | | 27,403 | 27,651 | 30,000 | 16,079 | 30,000 | - % |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: AMBULANCE - ENTERPRISE FUND

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|--|---------|----------------|----------------------|----------------|-------------------------------|------------------|-------------------------|
| Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | 8,100 | 7,715 | 7,611 | 5,174 | 7,800 | 2.48% |
| Life Insurance | 570500 | 300 | 261 | 277 | 191 | 300 | 8.23% |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | 40,467 | 45,841 | 46,500 | 31,853 | 48,844 | 5.04% |
| Health Insurance - Harvard | 570700 | 63,883 | 54,132 | 46,500 | 42,802 | 48,844 | 5.04% |
| Medical Opt Out | 570720 | 300 | 4,000 | 4,000 | 1,461 | 4,000 | - % |
| Life Opt Out | 570730 | 50 | 36 | 19 | 13 | 50 | 163.16% |
| Total Other | | 113,100 | 111,984 | 104,908 | 81,495 | 109,837 | 4.70% |
| Capital / Property | | | | | | | |
| Machinery And Equipment | 583000 | 40,000 | 39,210 | - | - | - | - % |
| Motor Vehicle | 585000 | - | - | - | - | 40,000 | - % |
| Total Capital / Property | | 40,000 | 39,210 | - | - | 40,000 | - % |
| Other Financing Uses | | | | | | | |
| Long Term Debt Prin-Town | 590120 | 35,380 | 35,380 | 35,380 | - | 165,380 | 367.44% |
| Long-Term Debt Int-Town | 590220 | 9,200 | 9,172 | 27,804 | 22,032 | 40,669 | 46.27% |
| Transfers Out | 597000 | - | - | - | - | - | - % |
| Total Other Financing Uses | | 44,580 | 44,553 | 63,184 | 22,032 | 206,049 | 226.11% |
| TOTAL FUND: Ambulance - Enterprise Fund | | 897,169 | 897,165 | 785,535 | 534,077 | 1,367,624 | 74.10% |

BUDGET TEXT NOTES

| | | |
|--------------------------|--------|--|
| Regular Perm | 510100 | Per Position Control sheets. |
| Overtime | 510300 | This account provides funding for call - back of personnel Overtime wages are per contract. Slight increase reflects contract wage settlement. |
| Incentive Pay | 510470 | Per Contract. |
| Emt Stipend | 510730 | Per Contract. |
| Eqpt Rep And Servicing | 520300 | To fund vehicle repairs and maintenance. |
| Telephone | 521500 | Communication capability for patient care and calls. |
| Professional Development | 521800 | ALS training |
| Other Supplies | 540200 | ALS supplies |
| Als - Assessment | 560500 | Emerson Hospital Assessment for ALS services. |
| Motor Vehicle | 585000 | ALS coordinator vehicle |
| Long Term Debt Prin-Town | 590120 | Debt due Article 23 ATM 4/2008 Fire Aerial Ladder Truck. Also Ambulance, Command Vehicle and Fire truck |
| Long-Term Debt Int-Town | 590220 | Interest Due Article 23 ATM 4/2008 Fire Aerial Ladder Truck. Also new interest due for Engine 24, Ambulance and Fire Vehicle. |

TOWN OF ACTON
 AMBULANCE ENTERPRISE FUND
 DRAFT REVENUE AND EXPENSE PROJECTIONS FY17-21
 2-Mar-17

| | <u>Beginning Balance</u> | BUDGET <u>FY17</u> | BUDGET <u>FY18</u> | BUDGET <u>FY19</u> | BUDGET <u>FY20</u> | BUDGET <u>FY21</u> | <u>End Balance</u> |
|--|--------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|--------------------|
| <u>Estimated Revenues</u> | \$694,252 | \$0 | \$0 | \$0 | \$0 | \$0 | \$217,872 |
| Ambulance Fees (10% fee increase in FY20) | | \$625,000 | \$600,000 | \$600,000 | \$660,000 | \$660,000 | |
| CPR Fees | | \$2,000 | \$2,500 | \$2,500 | \$2,500 | \$2,500 | |
| Interest Income | | \$1,500 | \$900 | \$750 | \$500 | \$250 | |
| Incremental ALS fees (10% fee increase FY20) | | | \$250,000 | \$330,000 | \$363,000 | \$363,000 | |
| Subsidy | | \$0 | \$200,000 | \$250,000 | \$250,000 | \$250,000 | |
| Total Revenues | | <u>\$628,500</u> | <u>\$1,053,400</u> | <u>\$1,183,250</u> | <u>\$1,276,000</u> | <u>\$1,275,750</u> | |
| <u>Estimated Expenditures</u> | | | | | | | |
| FY Operating Budget Expenses | | \$722,351 | \$833,462 | \$858,466 | \$884,220 | \$910,746 | |
| Debt service | | \$63,184 | \$206,049 | \$199,788 | \$188,626 | \$182,565 | |
| ALS Coordinator | | | \$81,113 | \$83,141 | \$85,219 | \$87,350 | |
| Capital Outlay: | | | | | | | |
| Ambulance | | | | | \$260,000 | | |
| Admin. Vehicle | | | | | | | |
| ALS Coord. Vehicle | | | \$40,000 | | | | |
| ALS Startup | | | \$207,000 | | | | |
| Total Capital Outlay | | \$0 | \$247,000 | \$0 | \$260,000 | \$0 | |
| Total All Expenses | | <u>\$785,535</u> | <u>\$1,367,624</u> | <u>\$1,141,395</u> | <u>\$1,418,065</u> | <u>\$1,180,661</u> | |
| Total Fiscal Year Draw | | <u>(\$157,035)</u> | <u>(\$314,224)</u> | <u>\$41,855</u> | <u>(\$142,065)</u> | <u>\$95,089</u> | |
| Ending Balance | | <u>\$537,217</u> | <u>\$222,993</u> | <u>\$264,848</u> | <u>\$122,783</u> | <u>\$217,872</u> | |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: TRANSPORTATION

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|-----------------------------------|---------|----------------|----------------------|----------------|-------------------------------|-----------------|-------------------------|
| Transportation - 6700 | | | | | | | |
| Salaries | | | | | | | |
| Regular Perm | 510100 | - | - | 36,288 | - | - | - % |
| Regular Temp | 510200 | - | - | - | - | - | - % |
| Overtime | 510300 | - | - | - | - | - | - % |
| Sick | 510400 | - | - | - | - | - | - % |
| Funeral Leave | 510410 | - | - | - | - | - | - % |
| Holiday | 510500 | - | - | - | - | - | - % |
| Vacation | 510600 | - | - | - | - | - | - % |
| Personal Time | 510900 | - | - | - | - | - | - % |
| Other Salaries & Wages | 511000 | - | - | - | - | - | - % |
| Clerical Salaries & Wages | 512050 | - | - | - | - | - | - % |
| Professional Salaries | 513000 | - | - | - | 28,301 | 46,477 | - % |
| Total Salaries | | - | - | 36,288 | 28,301 | 46,477 | 28.08% |
| Purchased Services | | | | | | | |
| Eqpt Rep And Servicing | 520300 | - | - | - | - | - | - % |
| Gasoline | 521320 | - | 20,954 | - | 11,138 | - | - % |
| Telephone | 521500 | - | - | - | - | - | - % |
| Professional Services | 521900 | 26,520 | 181,052 | 30,000 | 3,596 | 74,000 | 146.67% |
| Printing And Copying | 522300 | - | - | - | - | - | - % |
| Contractual Service | 522700 | 480,880 | 303,872 | 490,000 | 268,444 | 454,000 | (7.35%) |
| Total Purchased Services | | 507,400 | 505,879 | 520,000 | 283,177 | 528,000 | 1.54% |
| Supplies | | | | | | | |
| Other Supplies | 540200 | - | 2,273 | - | - | - | - % |
| Material And Equipment | 540900 | - | - | - | - | - | - % |
| Total Supplies | | - | 2,273 | - | - | - | - % |
| Total Other | | | | | | | |
| Social Security | 570300 | - | - | - | - | - | - % |
| Medicare | 570400 | - | - | - | - | - | - % |
| Life Insurance | 570500 | - | - | - | - | - | - % |
| Health Ins Bc/Bs | 570600 | - | - | - | - | - | - % |
| Health Hmo Blue | 570620 | - | - | - | - | - | - % |
| Health Insurance - Harvard | 570700 | - | - | - | - | - | - % |
| Medical Opt Out | 570720 | - | - | - | - | - | - % |
| Life Opt Out | 570730 | - | - | - | - | - | - % |
| Total Other | | - | - | - | - | - | - % |
| Capital / Property | | | | | | | |
| Machinery And Equipment | 583000 | - | - | - | - | - | - % |
| Lease | 587000 | 2,000 | 852 | - | 710 | - | - % |
| Total Capital / Property | | 2,000 | 852 | - | 710 | - | - % |
| Transfers Out | 597000 | - | - | - | - | - | - % |
| Total Other Financing Uses | | - | - | - | - | - | - % |
| TOTAL FUND: Transportation | | 509,400 | 509,003 | 556,288 | 312,188 | 574,477 | 3.27% |

**TOWN OF ACTON
MUNICIPAL BUDGET SUPPLEMENT
FY 2018**

FUND: TRANSPORTATION

| ACCOUNT DESCRIPTION | ACCOUNT | 2016 Budget | 2016 Expenditures | 2017 Budget | 2017 YTD Thru 2/23/2017 | 2018 Level 1 | % Chg 2017 Budget |
|---------------------------------|---------|----------------|---|----------------|-------------------------------|-----------------|-------------------------|
| <u>BUDGET TEXT NOTES</u> | | | | | | | |
| Professional Salaries | 513000 | | Stipend for the Transportation Coordinator. | | | | |
| Telephone | 521500 | | Dispatch Services phone support. | | | | |
| Contractual Service | 522700 | | TransAction Associates operation of Rail Shuttle, Dial-A-Ride, Road Runner and COA Van. | | | | |
| Lease | 587000 | | Vehicle lease with TransAction and LRTA. | | | | |

Transportation Enterprise Fund

| Fund Balance: 6/30/2016 | <u>FY 2017</u> | <u>FY 2018</u> | <u>FY 2019</u> | <u>FY 2020</u> | <u>FY 2021</u> |
|--|------------------|------------------|------------------|------------------|------------------|
| <u>\$0</u> | | | | | |
| Expenses | | | | | |
| Administration | | | | | |
| Transportation Coordinator | \$36,288 | \$46,477 | \$49,000 | \$49,000 | |
| Transportation Secretary | | | \$25,000 | \$50,000 | \$50,000 |
| Transportation Director | | | | | \$95,000 |
| Professional Services | \$30,000 | \$74,000 | \$75,480 | \$76,990 | \$78,529 |
| Total Administration | \$66,288 | \$120,477 | \$149,480 | \$175,990 | \$223,529 |
| Shuttle Operations | | | | | |
| Rail Shuttle | \$100,000 | \$102,000 | \$104,040 | \$106,121 | \$108,243 |
| COA Van | \$85,000 | \$64,000 | \$65,280 | \$66,586 | \$67,917 |
| Road Runner | \$85,000 | \$60,000 | \$61,200 | \$62,424 | \$63,672 |
| Dial-A-Ride | \$85,000 | \$92,000 | \$93,840 | \$95,717 | \$97,631 |
| Cross-Acton Transit | \$129,000 | \$130,000 | \$100,000 | \$102,000 | \$104,040 |
| Parking Lot Lease 570000 | \$6,000 | \$6,000 | \$6,000 | \$6,000 | \$6,000 |
| Total Operations Expenses | \$490,000 | \$454,000 | \$430,360 | \$438,847 | \$447,504 |
| Total Administration & Operations | \$556,288 | \$574,477 | \$579,840 | \$614,837 | \$671,034 |
| Income | | | | | |
| Estimated Fees | \$19,000 | \$21,477 | \$22,014 | \$22,564 | \$23,128 |
| LRTA Contribution | \$176,000 | \$205,000 | \$210,125 | \$215,378 | \$220,763 |
| Parking Fund Contribution | \$116,288 | \$117,000 | \$119,925 | \$122,923 | \$125,996 |
| Total Income | \$311,288 | \$343,477 | \$352,064 | \$360,866 | \$369,887 |
| Town Contribution | \$245,000 | \$231,000 | \$227,776 | \$253,971 | \$301,146 |
| Fiscal Year profit/loss | \$0 | \$0 | \$0 | \$0 | \$0 |
| Ending Balance | \$0 | \$0 | \$0 | \$0 | \$0 |

TOWN OF ACTON
 COMMUTER PARKING LOT FUND
 REVENUE AND EXPENSE PROJECTIONS FY17-FY21
 9-Mar-17

| | <u>6/30/2016</u> | <u>(*)</u> | | | | | | |
|---------------------------------|----------------------|----------------|---------------|----------------|---------------|---------------|--------------------|--|
| | <u>Start Balance</u> | <u>FY17</u> | <u>FY18</u> | <u>FY19</u> | <u>FY20</u> | <u>FY21</u> | <u>End Balance</u> | |
| <u>Est. revenues</u> | | | | | | | | |
| Meter/Sticker Fees | \$264,777.72 | \$ 125,000.00 | \$ 228,700.00 | \$ 228,700.00 | \$ 228,700.00 | \$ 228,700.00 | \$ 240,752.42 | |
| Total Inflows | | \$ 125,000.00 | \$ 228,700.00 | \$ 228,700.00 | \$ 228,700.00 | \$ 228,700.00 | | |
| <u>Est. Expenditures</u> | | | | | | | | |
| Elevator Maintenance | | \$ - | \$ 25,000.00 | \$ 26,250.00 | \$ 26,250.00 | \$ 27,562.50 | | |
| Maintenance/Utilities | | \$ - | \$ 30,900.00 | \$ 31,827.00 | \$ 32,781.81 | \$ 33,765.26 | | |
| Service Fees (banking) | | | \$ 16,100.00 | \$ 16,583.00 | \$ 17,080.49 | \$ 17,592.90 | | |
| Transportation | | \$ 116,288.00 | \$ 117,000.00 | \$ 119,925.00 | \$ 122,923.13 | \$ 125,996.20 | | |
| Capital Improvements | | \$ 20,000.00 | \$ - | \$ 90,000.00 | \$ 25,000.00 | \$ 25,000.00 | | |
| Total Outflows | | \$ 136,288.00 | \$ 189,000.00 | \$ 284,585.00 | \$ 224,035.43 | \$ 229,916.87 | | |
| Ending Balance | | \$253,489.72 | \$293,189.72 | \$237,304.72 | \$241,969.30 | \$240,752.42 | | |
| Fiscal year Profit/Loss | | \$ (11,288.00) | \$ 39,700.00 | \$ (55,885.00) | \$ 4,664.58 | \$ (1,216.87) | | |

(*) Approved parking meter rate implemented on 12/1/2016