

**TOWN OF EASTHAM, MASSACHUSETTS**



**FISCAL YEAR 2022 OPERATING BUDGET**

Final Recommendation 3/15/2021

# TOWN OF EASTHAM, MASSACHUSETTS

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Final Budget Recommendations & Budget Hearing Presentation 3/15/2021

Draft Budget Presentation 1/4/2021

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# TOWN OF EASTHAM, MASSACHUSETTS

## FISCAL YEAR 2022 BUDGET PROPOSAL

Jacqui Beebe  
Town Administrator  
January 4, 2021

# FY 2022 Budget Proposal

- Level service budget in accordance with Select Boards Budget Message
  - Maintains current service levels
  - Continues progress on current initiatives
  - Furthers Select Board goals & Strategic Plan Implementation
- 
- Balanced & structurally sound
  - Funded within constraints of Proposition 2 ½
  - Conservative budgeting of revenue sources
  - Provides adequate funding for our CIP
  - Contributes to building of financial reserves
  - Flexible to address ongoing needs related to COVID



**TOWN OF EASTHAM, MASSACHUSETTS  
FISCAL YEAR 2022 BUDGET SUMMARY**

	GENERAL FUND			Total Prior Year
	Operating Budget	Capital Budget	Other Budget Items (Reserve Funding) Total Budget	
<b>APPROPRIATIONS</b>				
General Govt. Services	2,795,604		2,795,604	2,946,689
Community Services	1,583,646		1,583,646	1,591,629
Public Safety	5,230,893		5,230,893	5,077,238
Public Works	2,152,382		2,152,382	2,079,401
Unallocated Expenditures	6,317,045		7,367,045	5,738,493
Debt Service	4,873,299		4,873,299	4,867,813
Education	9,754,240		9,754,240	9,122,638
Capital Plan		1,934,686	1,934,686	1,121,900
Subtotal Local Appropriations	32,707,109	1,934,686	35,691,795	32,545,843
State & County Assessments	672,916		672,916	663,063
Total Appropriations	33,380,025	1,934,686	36,364,711	33,208,906
<b>FUNDING</b>				
Property Taxes	28,806,564	567,500	29,374,064	28,366,749
Less: Provision for Abatements/Exemptions	(215,000)		(215,000)	(196,987)
Local Receipts	3,505,100		3,505,100	2,979,963
State Aid	580,961		580,961	594,883
Other Available Funds	702,400	468,186	1,170,586	790,900
Free Cash		899,000	1,949,000	673,400
Total Funding	33,380,025	1,934,686	36,364,711	33,208,906
Budget Variance	-	-	-	-

Pg. 14 of 12/15/2020 Draft Operating Budget Book  
See Pg. 2 for Town Administrator Budget Letter for narrative description.



# APPROPRIATIONS

TOWN OF EASTHAM, MASSACHUSETTS

FY 2022 BUDGET PROPOSAL

# Appropriations – Operating Budget

## KEY POINTS

- Provides for contractual wage increases
- Full-Year funding for positions approved in FY 2021. No new positions added.
- Provides for vendor contractual increases
- Funds prior year shortfalls
- FD salaries no longer supported by SAFER Grant
- Sanitation budget increases due to increased volume and disposal rates
- Addl. Public Works increases for R&M costs for vehicles and roadways
- Addl. COA increase for expanded meals program
- Education budget & assessments are placeholders pending School Committee votes
- Family Support Package program costs carried in Human Services Budget in “Unallocated”

Element	2021	2022 Req.	Chg.	%
Elected & General	93,000	96,000	3,000	3.2
Town Administration	553,386	599,699	46,313	8.4
Municipal Finance	1,243,153	1,340,833	97,680	7.9
Town Clerk & Elections	170,201	181,418	11,217	6.6
Community Development	563,310	577,654	14,344	2.6
Public Safety	5,058,178	5,230,893	172,715	3.4
Education	9,352,496	9,754,240	401,744	4.3
Public Works	2,175,208	2,152,382	(22,826)	(1.0)
Community Services	1,494,044	1,583,646	89,602	6.0
Unallocated	6,050,490	6,317,045	266,555	4.4
Debt Service	4,644,219	4,873,299	229,080	4.9
Total Budget	31,397,685	32,707,109	1,309,424	4.2

See 12/15/2020 Draft Operating Budget Book:  
 Pg. 19 provides Annual Town Meeting (Article 2) table  
 Pg. 23-26 provides requests vs. proposed  
 Pg. 36 begins departmental budget details

# Appropriations – Capital Budget

## KEY POINTS

- Capital Budget and 5-Year CIP provide comprehensive look at capital needs.
- Process includes deliberation, justification of need, and prioritization of requests.
- Utilizes \$400,000 of tax levy provided from 2020 override to fund recurring fleet replacement and departmental equipment replacement programs.
- Non tax-levy sources evaluated for funding opportunities (Grants, State Funding, OAF's).
- Debt issuance considered for individually significant items, pending debt service projection and debt service planning based upon 5-year plan.
- Recommended plan requests:
  - Funding of routine requests (Article 3)
  - Two capital lease approvals (Ambulance/Quint)
  - Voting a capital exclusion (Rock Harbor Boat)

Item	Amount	Source
Seashore Land Exchange	125,000	Free Cash
Public Works Facility Upgrades	75,000	Free Cash
Harbor Mgmt. Plan Implementation	75,000	Free Cash
Facilities Maintenance	179,000	Free Cash
Wastewater Planning	100,000	Free Cash
Stormwater, roadways, lots	45,000	Free Cash
Dept. Recurring Vehicle Replacement	275,250	Tax Levy
Dept. Recurring Equipment Replacement	177,250	Tax Levy /OAF
Sanitation Compactors/Containers	120,000	Free Cash
DNR Marine Response Boat	150,000	Capital Exclusion
Replace Two Ambulances (Lease \$570,000)	118,420	Amb. Fund
Replace FD tanker w/ Quint ladder (Lease 1,018,000)	114,766	Amb. Fund
All other requests	<u>380,000</u>	Various/Grant
<b>Total</b>	<b>1,934,686</b>	

See 11/15/2020 Draft Capital Budget Book  
 Pg. 2 for FY 22 Capital Budget Requests Worksheet  
 Pg. 4 for Five-Year Capital Plan  
 Pg. 37 begins departmental specific requests and departmental Capital Request Forms <sup>6</sup>

# Appropriations – Other Budget Items

## KEY POINTS

- Budget provides for contributing to Town financial reserves
  - Part of overall plan to achieve greater budget sustainability
  - Necessary in order to achieve AAA Bond Rating
- Continued progress on funding Stabilization Fund
  - \$780,000 contribution from Free Cash
  - Nearing 15% of total General Fund Reserve
  - Minimum target is 16.67%
- New Fund Proposed: Injured on Duty Fund
  - Proposed to help stabilize public safety operating budgets
  - IOD potential large driver of one-time Overtime costs
  - Fund provides “self-funded” mechanism to smooth out costs related to IOD.
  - \$70,000 from Free Cash to begin fund.
- Continued Progress in Funding OPEB Fund
  - \$200,000 to continue effort
  - Longer-term funding solution to be discussed ongoing
- Total of \$1,050,000 of Reserve Funding
  - Part of Free Cash allocated (approx. \$350,000) generated from new ST Rental Taxes in FY 2020.
  - Funding levels fulfill Select Boards stated objective of using these funds for reserves and capital.

Fund	2019	2020	Projected
Undesignated Fund Balance	2,030,468	3,143,775	3,143,775 TBD
Unrestricted Stabilization Fd	<u>548,694</u>	<u>689,416</u>	<u>1,469,416</u>
Subtotal General Reserves	<u>2,579,162</u>	<u>3,833,191</u>	<u>4,613,191</u>
% of Budget	8.38%	12.47%	13.82*
Proposed New Fund Injured on Duty Fund			<u>70,000</u>
OPEB Fund	<u>209,709</u>	<u>316,913</u>	<u>516,913</u>
OPEB Liability	30,904,475	39,221,789	TBD
% Funded	.67%	.80%	TBD
Annual “ADC”	1,724,502	1,780,548	TBD

See FY 2020 Year End Financial Review (Pg. 185 of Operating Budget Book):  
 \* Targeted General Reserves Balance is minimum of 16.67%, of Operating Budget or \$5,564,450  
 See Pg. 175 of 12/15/20 Operating Budget Book for Finance Director Memo/Recommendations



# FUNDING

TOWN OF EASTHAM,  
MASSACHUSETTS  
FY 2022 BUDGET PROPOSAL

# Funding – Property Taxes

	2019	2020	2021	2022 Projected
<b>Levy Calculation</b>				
Prior Levy	20,101,081	21,114,727	21,761,860	23,383,343
2.5% Incr.	502,527	527,868	544,047	584,584
New Growth	145,119	119,330	187,001	145,000
Override	366,000		890,500	
Subtotal	21,114,727	21,761,925	23,383,408	24,112,926
Exclusions	3,604,777	4,753,465	4,986,821	5,261,802
Max. Levy	24,719,504	26,515,390	28,370,229	29,374,729
Actual Levy	24,309,988	26,500,139	28,366,748	29,374,064
Excess Levy	409,516	15,251	3,481	664
<b>Taxpayer Impact</b>				
Valuation	2,946,665,160	3,039,006,800	3,090,059,650	3,165,059,650
Tax Rate	8.25	8.72	9.18	9.28
Avg. SF value	495,268	511,743	521,408	534,097
Avg. SF tax /rank out of 351	4,086/114	4,462/130	4,787/tbd	4,956/tbd
% of Per Capita Income/rank	12.56%/81st	13.18%/93rd	13.31%/tbd	tbd/tbd

FY 2022 Taxpayer Impacts are estimated/projected – actual result will differ.

## KEY POINTS

- Provides 80% of funding for proposed appropriations. (86% of operating budget)
- Historically, in the lowest third of avg. tax burden in the Commonwealth (by actual level and % income)
- Must consider services rendered/received in comparisons (as well as level of service)
- Projected \$169 average increase (3.5%)
- Does not require an override
- \$215,000 Provision for Abatements & Exemptions
  - Funds abatements/exemption program
  - Provides small cushion for amounts uncollected in a particular year.
  - Typically provides a way to build up General Fund, Fund Balance
- Common policy discussion: how much of a service s/b covered by taxes vs. fees
  - Programmatic review completed over time

See Pg. 31 of 12/15/20 Draft Operating Budget Book.

# Funding – Estimated Receipts

	2019 Actual	2020 Actual	2021 Budget	2022 Budget
Motor Vehicle Ex.	894,619	854,624	742,195	774,000
Meals Excise	100,514	127,986	50,257	100,000
Hotel/Motel Ex.	293,672	227,325	121,911	160,000
STR Excise		387,068	0	0
Solid Waste Fees	791,370	894,223	622,000	780,000
Recreation Fees	481,567	497,111	265,595	400,000
Licenses/Permits	670,597	524,262	520,000	520,000
Dept. Fees	573,157	580,244	490,000	510,000
Interest Inc.	97,907	102,492	22,000	25,000
Penalties & interest	106,949	132,734	90,000	90,000
Dept & other	188,281	181,718	81,600	121,100
<b>Total Local Receipts</b>	<b>4,198,633</b>	<b>4,509,787</b>	<b>3,005,558</b>	<b>3,480,100</b>
State Aid	563,835	564,861	580,961	580,961
<b>Total Estimated Rec</b>	<b>4,762,468</b>	<b>5,074,648</b>	<b>3,586,519</b>	<b>4,061,061</b>

## KEY POINTS

- 11% of total funding
- 12% of operating budget funding
- Local receipts at 85% of prior year actual (excluding STR)
- Local receipts does not allocate any of the following:
  - STR receipts
  - Cannabis Impact Fees
  - Results in Free Cash generation
  - Select Board decision to utilize these receipts otherwise.
- Potential revenue sources for future consideration
  - Solar Development receipts
  - Community Impact Fee
  - Water Infrastructure Investment Fund Surcharge
  - Solid Waste Fee increase
  - Community Development Fees
  - Meals Tax increase 4% o 6% max
- State Aid – level funded, potential for decrease

See Pg. 32 & 34 of 12/15/20 Draft Operating Budget Book

# Funding – Other Available Funds

	2019 Budget	2020 Budget	2021 Budget	2022 Budget
<b>Operating Budget</b>				
Govt. Media Fund	90,000	115,000	105,000	115,000
Ambulance Fund	270,000	450,000	520,000	535,000
Septic Betterment Fund	20,400	20,400	20,400	20,400
Waterways Impr. Fund	6,000	2,000	2,000	2,000
Library Trustees Fund		24,000	30,000	30,000
Free Cash	xx	xx	65,000	0
Subtotal	xx	xx	742,400	702,400
<b>Capital &amp; Reserves</b>				
Govt. Media Fund			8,500	20,000
Ambulance Fund	205,000	50,000	105,000	248,186
Reappropriated articles				200,000
Free Cash – Reserves				1,050,000
Free Cash – Capital	xx	xx	608,400	899,000
Subtotal	xx	xx	721,900	2,417,186
Total OAF's	<u>xx</u>	<u>xx</u>	<u>1,464,300</u>	<u>3,119,586</u>

FY 2019 & 2020 Fee Cash amounts not presented

## KEY POINTS

- 9% of total funding
- 2% of operating budget funding
- OAF's for Operating Budget are recurring
  - Library Trustee funding tbd
- Ambulance Fund & Media Fund for capital are considered recurring and sustainable for at least near term.
- Reappropriated articles and Free Cash are non-recurring and utilized for one-time/discretionary items.

# OTHER BUDGET CONSIDERATIONS

TOWN OF EASTHAM,  
MASSACHUSETTS  
FY 2022 BUDGET PROPOSAL



# Other Budget Requests & Considerations

Element	\$ Request	\$ Provided	Comment
Reserve Fund	45,000	3,000	Desire to increase – cannot accommodate
Salary Reserve	25,000	0	Needed, will utilize unspent accounts
Full-Year Funding of Conservation Agent @ 35 hours	23,081	3,175	Funded @ 25 hours
New Affordable Housing position	35,855	0	Cannot accommodate, Add 30 – 40% for benefits
Increase in PD Overtime due to higher wages	12,280	0	Cannot accommodate, offset by IOD Fund proposed
DPW Seasonal Salaries	40,860	20,000	Cannot accommodate full request
Funding for building maintenance tradesman services	20,500	9,500	Cannot accommodate full request
Health Dept. Request for new part-time, Housing Inspection staff	19,703	0	Cannot accommodate
COA request for new Services Coordinator	40,787	0	Cannot accommodate, Add 30 – 40% for benefits
Employee Health Insurance	205,982	116,857	Should be sufficient for Short-term, could contribute to Long-term pressure
<b>Discussed/considered but not requested in accordance with Budget Instructions</b>			
Increase Rec Dept. Program Coord to full-time			Approx. \$30k, plus addl. benefit costs
Add: Admin. HR Position – better coordinate HR, provide volunteer & communications support			
Add: IT/Media position – better support communications resources (website/social media) and provide needed application development & support town-wide.			

# Budget Challenges Short-Term

- FY 22 Preliminary Budget – several unknowns
  - Nauset & Tech District Assessments (6% & 2.5% placeholder)
    - Increased participation percentage
  - Eastham Elementary School budget request to come (2.5% placeholder)
  - General Insurance premium increase (early spring)
  - Health Insurance & pension rates (January)
  - Energy pricing & consumption
  - State Aid
  - New Growth

# Budget Challenges Long-Term

- Pace of wage inflation
- Employment market & affordability
- Health Insurance (OPEB) & Pension Costs
- Energy Costs
- School District Assessments
- Capital Funding of Roadways and Stormwater
- Capital Funding of potential wastewater implementation
- Property Tax New Growth
- Maintenance of appropriate fee levels

# TOWN OF EASTHAM, MASSACHUSETTS

**FISCAL YEAR 2022 BUDGET PROPOSAL**  
Updated with Additional Recommendations March 15, 2021

Jacqui Beebe  
Town Administrator  
March 15, 2021

# FY 2022 Budget Proposal

- Level service budget in accordance with Select Boards Budget Message
    - Updated to reflect additions consistent w/ SB goals
  - Maintains current service levels – Updated to reflect:
    - Additional seasonal staffing for Public Works,
    - Recreation program coordinator from PT to FT
    - Added Housing position
    - Added PT rental inspector
    - Added Applications Specialist position
  - Continues progress on current initiatives
  - Furthers Select Board goals & Strategic Plan Implementation
- 
- Balanced & structurally sound
  - Funded within constraints of Proposition 2 ½
  - Conservative budgeting of revenue sources
  - Provides adequate funding for our CIP
  - Contributes to building of financial reserves
  - Flexible to address ongoing needs related to COVID



## Original, Draft Budget Proposal

### TOWN OF EASTHAM, MASSACHUSETTS FISCAL YEAR 2022 BUDGET SUMMARY

	<b>GENERAL FUND</b>			Total Prior Year
	Operating Budget	Capital Budget	Other Budget Items (Reserve Funding)	
<b>APPROPRIATIONS</b>				
General Govt. Services	2,795,604			2,795,604
Community Services	1,583,646			1,583,646
Public Safety	5,230,893			5,230,893
Public Works	2,152,382			2,152,382
Unallocated Expenditures	6,317,045		1,050,000	7,367,045
Debt Service	4,873,299			4,873,299
Education	9,754,240			9,754,240
Capital Plan		1,934,686		1,934,686
Subtotal Local Appropriations	32,707,109	1,934,686	1,050,000	35,691,795
State & County Assessments	672,916			672,916
Total Appropriations	33,380,025	1,934,686	1,050,000	36,364,711
<b>FUNDING</b>				
Property Taxes	28,806,564	567,500		29,374,064
Less: Provision for Abatements/Exemptions	(215,000)			(196,987)
Local Receipts	3,505,100			2,979,963
State Aid	580,961			594,883
Other Available Funds	702,400	468,186		790,900
Free Cash		899,000	1,050,000	673,400
Total Funding	33,380,025	1,934,686	1,050,000	36,364,711
Budget Variance	-	-	-	-

Pg. 14 of 12/15/2020 Draft Operating Budget Book  
See Pg. 2 for Town Administrator Budget Letter for narrative description.

## March 15, 2021 Final Recommendations

**TOWN OF EASTHAM, MASSACHUSETTS**  
**FISCAL YEAR 2022 BUDGET SUMMARY - Final Draft**

	<b>GENERAL FUND</b>			Total Prior Year
	Operating Budget	Capital Budget	Other Budget Items (Reserve Funding) Total Budget	
<b>APPROPRIATIONS</b>				
General Govt. Services	2,937,105		125,000 3,062,105	2,946,689
Community Services	1,634,757		1,634,757	1,591,629
Public Safety	5,230,893		5,230,893	5,077,258
Public Works	2,179,242		50,000 2,229,242	2,079,401
Unallocated Expenditures	6,347,549		1,050,000 7,397,549	5,738,493
Debt Service	4,873,299		4,873,299	4,867,813
Education	9,488,662		9,488,662	9,122,658
Capital Plan		1,809,686	1,809,686	1,121,900
Subtotal Local Appropriations	32,691,507	1,809,686	1,225,000 35,726,193	32,543,843
State & County Assessments	694,300		694,300	663,063
Total Appropriations	33,385,807	1,809,686	1,225,000 36,420,493	33,208,908
<b>FUNDING</b>				
Property Taxes	28,767,801	477,500	29,245,301	28,366,749
Less: Provision for Abatements/Exemptions	(250,000)		(250,000)	(196,987)
Local Receipts	3,553,900		3,553,900	2,979,963
State Aid	623,706		623,706	594,883
Other Available Funds	690,400	468,186	1,158,586	790,900
Free Cash		864,000	1,225,000 2,089,000	673,400
Total Funding	33,385,807	1,809,686	1,225,000 36,420,493	33,208,908
Budget Variance	-	-	-	-



# APPROPRIATIONS

TOWN OF EASTHAM, MASSACHUSETTS

FY 2022 BUDGET PROPOSAL

**TOWN OF EASTHAM FY 22 OPERATING BUDGET - ARTICLE 2**

LINE #	FUNCTION/DEPARTMENT/ITEM	FY 21 APPROVED BUDGET	FY 22 SELECTBOARD BUDGET	\$ INCREASE (DECREASE)	% CHANGE	FIN COMM REC
<b>Elected &amp; General</b>						
1	Elected Official's Salary	13,000	13,000	-		
2	Reserve Fund	80,000	100,000	20,000		
<b>Subtotal Elected &amp; General</b>		<b>\$ 93,000</b>	<b>\$ 113,000</b>	<b>\$ 20,000</b>	<b>21.51%</b>	
<b>Town Administration</b>						
3	Town Administration Salary	318,084	351,364	33,280		
4	Town Administration Expense	49,245	49,245	-		
5	Legal Services	80,000	80,000	-		
6	Central Purchasing Supply & Service	119,090	119,090	-		
<b>Subtotal Town Administration</b>		<b>\$ 566,419</b>	<b>\$ 599,699</b>	<b>\$ 33,280</b>	<b>5.88%</b>	
<b>Municipal Finance</b>						
7	Municipal Finance Salaries	923,307	1,050,171	126,864		
8	Municipal Finance Expense	-	-	-		
9	Town Accountant Expense	48,030	48,030	-		
10	Treasurer/Collector Expense	30,920	38,630	7,710		
11	Assessors Expense	42,910	43,910	1,000		
12	IT Expense	212,774	248,592	35,818		
<b>Subtotal Municipal Finance</b>		<b>\$ 1,257,941</b>	<b>\$ 1,429,333</b>	<b>\$ 171,392</b>	<b>13.62%</b>	
<b>Town Clerk &amp; Elections</b>						
13	Town Clerk & Elections Salary	159,950	170,148	10,198		
14	Town Clerk & Elections Expense	11,270	11,270	-		
<b>Subtotal Town Clerk &amp; Elections</b>		<b>\$ 171,220</b>	<b>\$ 181,418</b>	<b>\$ 10,198</b>	<b>5.96%</b>	
<b>Community Development &amp; Inspectional Services</b>						
15	Comm. Dev. & Inspectional Services Salary	525,153	598,904	73,751		
16	Community Development Expense	5,705	7,495	1,790		
17	Building Inspection Expense	7,255	7,255	-		
<b>Subtotal Community Dev. &amp; Inspections</b>		<b>\$ 538,113</b>	<b>\$ 613,654</b>	<b>\$ 75,541</b>	<b>14.04%</b>	
<b>Public Safety</b>						
18	Police Salary	1,811,012	1,871,835	60,823		
19	Police Expense	129,135	118,494	(10,641)		
20	Animal Control Expense	37,750	37,750	-		
21	Emergency Management Expense	1,000	1,000	-		
22	Fire Salary	2,463,740	2,594,149	130,409		
23	Fire Expense	206,029	205,035	(994)		
24	Dispatching Salary	402,669	398,430	(4,239)		
25	Dispatching Expense	3,200	4,200	1,000		
<b>Subtotal Public Safety</b>		<b>\$ 5,054,535</b>	<b>\$ 5,230,893</b>	<b>\$ 176,358</b>	<b>3.49%</b>	
<b>Educational Services</b>						
26	Eastham Elementary School Operations	3,889,061	3,776,847	(112,214)		
27	Nauset Regional School District Assessment	4,798,033	5,018,970	220,937		
28	Cape Cod Regional Technical School Assessment	665,402	692,845	27,443		
<b>Subtotal Educational Services</b>		<b>\$ 9,352,496</b>	<b>\$ 9,488,662</b>	<b>\$ 136,166</b>	<b>1.46%</b>	

**TOWN OF EASTHAM FY 22 OPERATING BUDGET - ARTICLE 2**

LINE #	FUNCTION/DEPARTMENT/ITEM	FY 21 APPROVED BUDGET	FY 22 SELECTBOARD BUDGET	\$ INCREASE (DECREASE)	% CHANGE	FIN COMM REC
<b>Public Works</b>						
29	Public Works Salaries	1,231,300	1,289,063	57,763		
30	General Maintenance Expense	309,049	166,200	(142,849)		
31	Municipal Buildings Expense	73,100	87,000	13,900		
32	Snow & Ice Expense	83,104	83,104	-		
33	Street Lighting Expense	7,600	7,600	-		
34	Waste Collection & Disposal Expense	433,800	505,470	71,670		
35	Tree Warden Expense	7,590	7,590	-		
36	Natural Resources Expense	29,665	33,215	3,550		
<b>Subtotal Public Works</b>		<b>\$ 2,175,208</b>	<b>\$ 2,179,242</b>	<b>\$ 4,034</b>	<b>0.19%</b>	
<b>Community Services</b>						
37	Health & Environment Salary	222,205	251,091	28,886		
38	Health & Environment Expense	76,880	76,880	-		
39	Council on Aging Salaries	236,232	249,461	13,229		
40	Council on Aging Expense	36,505	35,710	(795)		
41	Library Salaries	407,222	428,848	21,626		
42	Library Expense	123,222	121,199	(2,023)		
43	Beach & Recreation Salary	304,816	384,606	79,790		
44	Beach & Recreation Expense	86,962	86,962	-		
<b>Subtotal Community Services</b>		<b>\$ 1,494,044</b>	<b>\$ 1,634,757</b>	<b>\$ 140,713</b>	<b>9.42%</b>	
<b>Unallocated Expenditures</b>						
45	Energy & Fuels Expense	328,600	361,750	33,150		
46	General Liability Insurance	432,800	460,932	28,132		
47	Employee Pension	1,863,068	1,921,317	58,249		
48	Employee Insurance	2,731,430	2,878,287	146,857		
49	Employment Costs Expenses	14,350	39,350	25,000		
50	Veterans Service Expense & Benefits	57,392	63,064	5,672		
51	Human Service Contracts	622,850	622,850	-		
<b>Subtotal Unallocated Expenditures</b>		<b>\$ 6,050,490</b>	<b>\$ 6,347,549</b>	<b>\$ 297,059</b>	<b>4.91%</b>	
<b>Debt Service</b>						
52	Exempt Debt - Debt Service	4,608,600	4,707,636	99,036		
53	Non-Exempt Debt - Debt Service	20,000	20,000	-		
54	Borrowing Costs & Charges	15,619	16,000	381		
55	Capital Lease Payments	(amts. previously shown in dept. budgets)	129,663	129,663		
<b>Subtotal Debt Service</b>		<b>\$ 4,644,219</b>	<b>\$ 4,873,299</b>	<b>\$ 229,080</b>	<b>4.93%</b>	
<b>GRAND TOTAL BUDGET</b>		<b>\$ 31,397,685</b>	<b>\$ 32,691,507</b>	<b>\$ 1,293,822</b>	<b>4.12%</b>	
Salary		9,018,690	9,651,071	632,381	7.01%	
Expense		17,734,776	18,167,137	432,361	2.44%	
Debt Service		4,644,219	4,873,299	229,080	4.93%	
<b>GRAND TOTAL BUDGET</b>		<b>\$ 31,397,685</b>	<b>\$ 32,691,507</b>	<b>\$ 1,293,822</b>	<b>4.12%</b>	

**3A. Capital Budget**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$1,576,500** for the purposes, and from the sources, as listed below, or take any other action thereon.

<b>INFORMATION TECHNOLOGY DEPARTMENT</b>		
PCs and Component Replacement Program	20,250	Tax Levy
Servers and Network Component Replacement Program	57,000	Tax Levy
Media Equipment Replacement Program	20,000	Media Fund
Subtotal	97,250	
<b>MUNICIPAL BUILDINGS &amp; FACILITIES DEPARTMENT</b>		
Public Works Facility Upgrades	75,000	Free Cash
Energy Efficiency & Solar PV Project	25,000	Free Cash
Salt Pond Shed	10,000	Free Cash
Fire Department Building Maintenance	85,000	Free Cash
Town Hall Annex Building Maintenance	34,000	Free Cash
Beach Bath House Facilities Assessment	40,000	Free Cash
Cleaning/Maint. Equip. (extractor, vacuum, ladders, etc.)	5,000	Free Cash
Subtotal	274,000	
<b>SCHOOL DEPARTMENT</b>		
Elementary School Bldg. Maintenance Program	48,000	Free Cash
Elementary School Grounds Maintenance Program	15,000	Free Cash
Elementary School Equipment Maintenance Program	37,000	Free Cash
Subtotal	100,000	
<b>BEACHES/RECREATION DEPARTMENT</b>		
Beach & Recreation Fleet Replacement Program	15,000	Tax Levy
Walkways/Dune Fencing/Mobi Mats	20,000	Free Cash
ADA Beach Chair	3,500	Free Cash
Subtotal	38,500	
<b>COUNCIL ON AGING</b>		
Senior Center Fleet Replacement Program	25,000	Tax Levy
COA Kitchen Appliance Replacement	7,000	Free Cash
Subtotal	32,000	
<b>PUBLIC WORKS DEPARTMENT</b>		
Stormwater Systems Maintenance Program	25,000	Free Cash
Parking Lot Maintenance Program	20,000	Tax Levy
DPW Fleet Replacement Program	123,750	Tax Levy/Free Cash
Town-Wide Sign Replacement	25,000	Free Cash
Semi-Trailer	80,000	Free Cash
Shop/Mechanic Tools Inventory	13,000	Free Cash
Portable Welder	6,500	Free Cash

Rock Harbor Response Boat (acquisition & equip)	150,000	Tax Levy/Free Cash
Subtotal	443,250	
<b>SANITATION</b>		
Trash Compactors	85,000	Free Cash
Containers	35,000	Free Cash
Subtotal	120,000	
<b>POLICE DEPARTMENT</b>		
PD Fleet Replacement Program	134,000	Tax Levy
PD Departmental Equipment Replacement Program	30,000	Tax Levy/Free Cash
Subtotal	164,000	
<b>FIRE DEPARTMENT</b>		
FD Fleet Replacement Program	27,500	Tax Levy
Medical/Rescue Equipment Replacement Program	15,000	Ambulance Fund
Fire Suppression Equipment Replacement Program	25,000	Tax Levy
Subtotal	67,500	
<b>COMMUNITY DEVELOPMENT</b>		
Permit Tracking Software	25,000	Reappropriated Articles
Subtotal	25,000	
<b>MISCELLANEOUS REQUESTS</b>		
Grant Matching Funds	40,000	Free Cash
Harbor Management Plan Implementation	75,000	Reappropriated Articles
Wastewater Planning	100,000	Reappropriated Articles
Subtotal	340,000	
<b>TOTAL CAPITAL PROJECTS REQUESTS</b>	<b>1,576,500</b>	

<b>SUMMARY OF FUNDING SOURCES</b>	
Free Cash	864,000
Ambulance Receipts Fund	15,000
Media Fund	20,000
Reappropriated Articles	200,000
Tax Levy	477,500
<b>TOTAL FUNDING</b>	<b>1,576,500</b>

## Appropriations – Other Budget Items

ITEM	AMOUNT	COMMENTS
<b><u>Additional Capital Budget Articles</u></b>		
Article – Authorize & Fund First Year Ambulance Lease	118,120	Part of Capital Budget - funded from Ambulance Fund
Article – Authorize & Fund First Year of FD Engine Lease	114,766	
<b><u>Other Budget Items</u></b>		
Article – Funding of Stabilization Fund	780,000	Funding of Reserves as Previously Presented
Article – Funding of OPEB Fund	200,000	
Article – Funding of Line of Duty Injury Fund	70,000	
Article – Funding for T-Time Master Planning	50,000	
Article – Funding of Private Road Repair By-Law	50,000	
Article – Funding of Seashore Land Exchange	<u>75,000</u>	
Total Additional Articles	1,457,886	



# FUNDING

TOWN OF EASTHAM,  
MASSACHUSETTS  
FY 2022 BUDGET PROPOSAL

## Property Tax Levy Calculation

	2019	2020	2021	2022 Projected
<b>Levy Calculation</b>				
Prior Levy	20,101,081	21,114,727	21,761,860	23,383,343
2.5% Incr.	502,527	527,868	544,047	584,584
New Growth	145,119	119,330	187,001	145,000
Override	366,000		890,500	
Subtotal	21,114,727	21,761,925	23,383,408	24,112,926
Exclusions	3,604,777	4,753,465	4,986,821	5,137,515
Max. Levy	24,719,504	26,515,390	28,370,229	29,250,442
Actual Levy	24,309,988	26,500,139	28,366,748	29,245,301
Excess Levy	409,516	15,251	3,481	5,140
<b>Taxpayer Impact</b>				
Valuation	2,946,665,160	3,039,006,800	3,090,059,650	3,165,059,650
Tax Rate	8.25	8.72	9.18	9.24
Avg. SF value	495,268	511,743	521,408	534,097
Avg. SF tax /rank out of 351	4,086/114	4,462/130	4,787/tbd	4,935/tbd
% of Per Capita Income/rank	12.56%/81st	13.18%/93rd	13.31%/tbd	tbd/tbd

## KEY POINTS

- Property Taxes
  - Average Property Tax increase is \$148, approx. 3.1%
  - Tax valuations & rate are estimates/projections
- Local Receipts total \$3,505,100
  - Substantially as previously presented
  - Represents approx. 85% of prior collections
  - Exclusive of Short-term Rental Tax (STR)
  - \$48,800 of STR utilized for related budget costs
  - Unbudgeted STR & cannabis revenue to be identified and utilized in accordance with SB policy
- State Receipts
  - Governors proposed budget expects increase
- Other Available Funds
  - Substantially as previously presented
  - No reliance on Library Trustees funding
  - Ambulance Fund is projected to be sufficient for 5-year capital needs and funding of lease obligations.
  - Free Cash utilized for Capital Budget & Other Budget Items – reserve maintained for emergency and to maintain adequate general fund, fund balance level.

# OTHER BUDGET CONSIDERATIONS

TOWN OF EASTHAM,  
MASSACHUSETTS  
FY 2022 BUDGET PROPOSAL



# Other Budget Requests & Considerations

Element	\$ Request	\$ Provided	Comment
Reserve Fund	45,000	3,000	Desire to increase – cannot accommodate
Salary Reserve	25,000	0	Needed, will utilize unspent accounts
Full-Year Funding of Conservation Agent @ 35 hours	23,081	3,175	Funded @ 25 hours
New Affordable Housing position	35,855	0	Cannot accommodate, Add 30 – 40% for benefits
Increase in PD Overtime due to higher wages	12,280	0	Cannot accommodate, offset by IOD Fund proposed
DPW Seasonal Salaries	40,860	20,000	Cannot accommodate full request
Funding for building maintenance tradesman services	20,500	9,500	Cannot accommodate full request
Health Dept. Request for new part-time, Housing Inspection staff	19,703	0	Cannot accommodate
COA request for new Services Coordinator	40,787	0	Cannot accommodate, Add 30 – 40% for benefits
Employee Health Insurance	205,982	116,857	Should be sufficient for Short-term, could contribute to Long-term pressure
<b>Discussed/considered but not requested in accordance with Budget Instructions</b>			
Increase Rec Dept. Program Coord to full-time			Approx. \$30k, plus addl. benefit costs
Add: Admin. HR Position – better coordinate HR, provide volunteer & communications support			
Add: IT/Media position – better support communications resources (website/social media) and provide needed application development & support town-wide.			

# Operating Budget Additions from Draft

Element	Orig. Request	Amt. in Budget Draft	Addl. Amt. Provided	Comments
Human Service Funding – Navigator	25,000	0	25,000	Able to continue level funding this program w/ tax levy
Reserve Fund Increase incr.	45,000	3,000	17,000	Able to provide some increase to build Reserve Fd. w/ tax levy
Salary Reserve	25,000	0	25,000	Able to add into budget to provide recurring source w/in tax levy
Affordable Housing Position	35,855	0	36,000	New addition to budget using ½ CPA and ½ STR
DPW Seasonal Salaries	40,860	20,000	20,860	Able to fund full request w/ tax levy
Bldg. Maint. Trades services	20,500	9,500	6,000	Able to fund priority request w/ tax levy
PT Rental Inspection staff	19,703	0	20,000	New addition to budget using STR
Employee Health Ins.	205,982	116,857	30,000	Able to fund addl. Needed due to potential new positions w/ tax levy
IT Licensing	0	0	16,500	Additional licenses added not in draft, funded w/ tax levy
IT Applications/Comms. position	0	0	72,000	New addition to budget using tax levy
Beach & Rec. Program Coord. to FT	0	0	31,111	Able to fund full request w/ tax levy
Total departmental additions to budget from Draft Proposal			299,471	

Source	Amount
Addl. Tax Levy from budget savings	232,671
Application of STR receipts	48,800
Application of CPA Funding	18,000
Total Funding Sources	299,471

- Budget additions are possible due to budgetary savings (revenues and appropriations) from estimated amounts in original budget draft. In addition, application of short-term rental receipts has been utilized to fund relevant STR program expenditures, with 50% funding of the Affordable Housing position from the CPA Fund.
- Tax levy savings were also enough to provide approx. 2/3rds of the funding needed for the Rock Harbor Response Boat capital request – balance of funding to come from Free Cash. No longer proposing a Capital Exclusion to fund the purchase.
- Adjustments made to Capital Budget funding, additional needs identified and proposed as “Other Budget Items”

# TOWN OF EASTHAM, MASSACHUSETTS

## Fiscal Year 2022 Operating Budget

### SECTION 1: BUDGET NARRATIVE DOCUMENTS

- Town Administrator Budget Letter & Presentation
- Select Board Budget Message
- Select Board Goals
- FY 2022 Budget Schedule

## TOWN ADMINISTRATOR'S BUDGET LETTER

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December 15, 2020

To the Honorable Select Board, Finance Committee & Taxpayers of the Town of Eastham,

I am pleased to present to the Town proposed budget recommendations for Fiscal Year 2022. Our budget recommendations are derived from a financial plan which includes: an operating budget; a capital budget; and other budgetary items – such as funding of reserves, that may be important to consider.

Financial plans and detail level budgetary documents are included within our FY 2022 Operating Budget Book, and our FY 2022 Capital Budget Book which are available for viewing on our Town website and are available through our Finance Department. These comprehensive documents provide a wealth of information as to the underlying basis of our department budgets, capital requests and overall financial plans. We welcome any questions or feed-back on this information and our Finance Team is available to discuss this information, as necessary. I would like to thank our Finance Team, department heads, and staff that contributed to compiling our annual budget data, and more importantly took the opportunity the annual budget process provides to examine our operations to improve administrative practices and efficiency, and service delivery.

The proposed budget will allow the community to maintain previously achieved service levels, continue progress on several initiatives, and will further the Select Boards adopted goals (see attachment for reference) and implementation of the town-wide Strategic Plan.

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**In keeping with the Select Board's FY 2022 Budget Policy Statement**, our operating budget has been prepared on a "level service" basis. That is, we have provided for the ongoing funding of existing programs and staffing levels to maintain an equivalent level of service as in prior years. Accordingly, this budget does not include funding for:

- new staff positions,
- new programs

However, budget increases are recommended to provide for:

- Full funding of positions approved in FY 21 for a partial year basis
- Contractual wage increases in accordance with Collective Bargaining Agreements and non-union pay plans.
- Cost increases associated with various vendor contractual arrangements or expected inflation for vendor services.

The budget presented:

- Is balanced and structurally sound (recurring revenues fund recurring expenditures)
  - Is funded within the constraints of Proposition 2 ½ and does not require an override
  - Uses conservative budgeting estimates for revenues and funding sources
  - Provides adequate funding for our Capital Improvement Plan
  - Contributes significantly to our financial reserves (Stabilization & OPEB)
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**TOWN ADMINISTRATOR’S BUDGET LETTER**

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**In keeping with the Select Board’s FY 2022 Revenue Policy**, the budget proposal recommends funding that:

- Remains within our tax levy limits. This current draft of our budget, excess levy capacity is \$684.
- Level funds State Aid at the FY 2021 level and does not anticipate any increase.
- Conservatively estimates local, recurring, estimated receipts at 85% of our prior year actual receipts. This represents the most we recommend committing to support our budget given the current economic conditions. However, these amounts:
  - Do not include receipts related for the new short-term rental tax, which could approximate \$700,000 for the current fiscal year.
  - Do not include receipts related associated with Cannabis host fee arrangements. These amounts will begin to be collected during Fiscal Year 2022, but an estimate of the amount is yet to be determined.
  - Not utilizing these amounts for the operating budget keeps them available for funding of our capital and reserve programs.
- Other Available Funds have been utilized to the extent they are recurring, these include:
  - \$115,000 from cable franchise fees to support the IT/Media budget
  - \$535,000 from the ambulance fund to support Fire Department wages
  - Smaller amounts from other funds to support departmental budgets
    - This includes \$30,000 from the Library Trustees, which still needs to be agreed upon.
  - Both the media and ambulance fund also provide funding to the capital budget for items requested from those departments
  - \$200,000 of old, unspent articles to be re-appropriated to support funding the capital plan.
- Other Funding sources have been recommended to fund the capital budget these include:
  - Replacement of two ambulances for \$570,000 through lease purchase arrangement. Payments for the 5-year lease anticipated to be funded by the Ambulance Fund.
  - Replacement of the Fire Department tanker truck with a new Quint/Ladder truck through a \$1,018,000 lease purchase arrangement. Payment for the 10-year lease anticipated to be funded by the Ambulance Fund.
  - Use of up to \$1,000,000 of Free Cash to support funding the Capital Budget
  - Proposed Capital Exclusion of \$150,000 to fund the purchase of an Emergency Response boat for Rock Harbor to serve the waterways on the north side of town.

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**In keeping with the Select Board’s FY 2022 Appropriation Policy**, the budget proposal provides a” level-service” budget, summarized as follows:

<u>Element</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>% Chg.</u>
Town Salaries	9,018,690	9,454,100	4.83%
Town Expense	8,382,280	8,625,470	2.90%
Debt Service	<u>4,644,219</u>	<u>4,873,299</u>	<u>4.93%</u>
Subtotal Town	22,045,189	22,952,869	4.12%
Education Services	<u>9,352,496</u>	<u>9,754,240</u>	<u>4.30%</u>
Total Budget	31,397,685	32,707,109	4.17%

## TOWN ADMINISTRATOR'S BUDGET LETTER

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This budget maintains current services and staffing levels, and provides for all contractually required payments, i.e., assessments, debt, and leases.

Included within the above budgetary amounts is \$490,500 in our "Unallocated Expenditures – Human Services Budget" representing ongoing funding of the Family Support Package approved by taxpayers last year and funded by a Proposition 2 ½ override.

In addition to the above departmental operating budgets, the budget proposal commits \$417,500 of tax levy to fund our Capital Budget. This fulfills our commitment to utilize the \$400,000 provided by our taxpayers as part of a Proposition 2 ½ override for the purpose of funding our capital plan. These amounts have been used to fund vehicle replacement programs town-wide, as well as for department equipment replacement programs for several departments. The funding of these programs is expected to continue, as indicated in our five-year capital plan.

Our budget proposal also provides for funding of Town reserves, in accordance with the Select Board's stated objectives. The Town is anticipating Free Cash to be certified by the Commonwealth's Department of Revenue in excess of \$2,800,000. These funds have been allocated in our budget proposal as follows:

Stabilization Fund	Achieves fund balance of approximately 15% of total budget. Approaching a key target amount.	780,000
OPEB Fund	Provides a current year, and a prior catch-up year of funding for this obligation	200,000
Injured on Duty Fund	Proposed new fund to provide stability to public safety department overtime budgets	70,000
Capital Budget Funding	Amount needed to meet prioritized capital budget requests	1,000,000
Uncommitted	Need to maintain General Fund Reserve in general, plus additional amount due to current/potential economic conditions	750,000
Total		<hr/> \$2,800,000

In addition to being financially prudent, funding of reserves to these levels meets the Select Board's commitment to utilize new short-term rental receipts for reserve funding. Contributing to the \$2,800,000 of Free Cash is approximately \$350,000 of short-term rental receipts more than the amounts budgeted for Fiscal Year 2020. The application of at least this amount of Free Cash to reserves represents a retroactive application of these proceeds for this purpose.

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## TOWN ADMINISTRATOR'S BUDGET LETTER

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### Additional Budget Requests

As part of the budget process, several departments made requests for additional staffing and/or level of expenditure. These additional requests largely could not be considered due to tax levy limitations. Some of the adjustments to departmental requests that are not funded in the proposed budget include:

Element	Description	\$ Request	\$ Provided
Reserve Fund	To provide contingency for COVID/Budget	45,000	3,000
Salary Reserve	To fund non-union manager salary changes	25,000	0
CommDev Salaries	Fund full-year Cons. Agent salary at 35 hours, reduced to provide funding for 25 hours – per week.	23,081	3,175
CommDev Salaries	New Affordable Housing position	35,855	0
Police Department	Increase in overtime amount to reflect higher wages	12,280	0
Public Works	Requested increase in seasonal salaries for Highway and Transfer Station	40,860	20,000
Public Works	Requested increase for roadway and stormwater program	70,000	20,000
Facilities	Add funding for contracted tradesman services	20,500	9,500
Health	Part-time staff for housing inspection program	19,703	0
COA	Add Full-Time Services Coordinator	40,787	0
Employee Insurance	Budgeted 7.5% increase, but reduced to 4% - should be o.k. for FY 22, but increases future year pressure	205,982	116,857

Furthermore, we did develop, or identify needs that were not specifically requested. These included:

- Increasing Recreation department Program Coordinator to full-time 30,000 (plus benefit costs 30-40%)
- Addition of Human Resource function to better provide for HR coordination & policy development, employee benefit coordination, volunteer coordination, and administrative communications resource.
- Addition to IT/Media staff to improve communications resources (website/social media) and provide needed application development and support services town-wide.

As we move forward in the budget process and determine that some of our budget estimates are more favorable than anticipated, we may have an opportunity to provide funding for these requests. The Select Board may also want to consider funding of some of these requests from other funds, at its discretion.

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**Budget Challenges**

At this early date, this proposed budget relies on several estimates and should be considered tentative. We have provided amounts for these estimates, but actual results will either exceed, or be less than the amount provided giving rise to either additional budget challenges or funding opportunities. Some of the larger considerations still to be determined, include:

- Nauset Regional School District Assessment
- Cape Cod Regional Technical High School Assessment
- Eastham Elementary School Budget Request (Operating & Capital)
- General Insurance premiums increase
- Health Insurance & Pension assessments
- Determination of Energy pricing and consumption
- Financial pressure on the state level that impacts local aid – proposed budget relies on level-funded state aid, any reduction would require further adjustment to our local budget.

Longer-term, our operating and capital budgets continue to face challenges. Longer-term challenges include:

- Pace of wage inflation to keep pace with employment market and ability to attract quality candidates
  - Health insurance and pension costs
  - Energy Costs
  - School District Assessments
  - Capital Funding of Roadways and Stormwater requirements
  - Capital Funding of potential wastewater implementation
-



Select Board Budget Message

# TOWN OF EASTHAM, MASSACHUSETTS

## SELECT BOARD BUDGET POLICY STATEMENT

For Fiscal Year 2022

### **INTRODUCTION**

In accordance with the Town of Eastham Home Rule Charter, the Select Board hereby issues this policy statement to inform and direct the preparation of the Fiscal Year 2022 Municipal, School and Capital Budgets. The Charter provides for the following requirement in Section 6.1.4:

*“Annually prior to the first day of November, the Board of Selectmen after consulting with the Town Administrator shall issue a policy statement that shall establish general guidelines for the next town budget.”*

The Select Board also takes this opportunity to reaffirm our commitment to maintaining high-quality, valued services, continued capital and infrastructure maintenance and funding; to maintain a sustainable, prudent, and transparent financial management process in honoring these commitments. Furthermore, the Select Board reaffirms the overarching principles contained within our recently adopted Strategic Plan.

1. Honor Eastham’s history and protect its small-town identity.
2. Live in harmony with the natural environment and local culture.
3. Enhance community vibrancy and viability for people of all ages.

We encourage the Town Administrator and Department Heads to consider and apply these principles in the development of the Fiscal Year 2022 operating and capital budgets. Specifically, the Select Board provides the following budget guidelines:

### **Budget for the delivery of Town services equivalent to those of the prior fiscal year (a Level Service Budget).**

Given the current economic condition and concerns the Town will seek to maintain a level service budget which provides ongoing funding of existing programs and staffing levels. Expenditure levels for these programs and personnel may be adjusted for new contractual commitments and cost inflation.

Despite this “level-service approach” the Select Board will consider new programs that further the achievement of goals within our Strategic Plan. Where possible, new requests shall provide for an identified funding source. Priority shall be placed on maintaining and improving basic public services that are justified based on community needs and strategic priority.

As stewards of our taxpayer funds, we recognize the importance of operational and administrative practices that create efficiencies and minimize costs. We encourage Town departments to pursue these practices and opportunities, including the introduction of new technology and staffing models, to minimize departmental operating costs using a long-term perspective.

# TOWN OF EASTHAM, MASSACHUSETTS

## SELECT BOARD BUDGET POLICY STATEMENT

For Fiscal Year 2022

### Address the Town's financial management and reserve policies and practices.

Following Select Board policies and recent practices, the Town will continue its sound financial management approach which provides for funding recurring operating budget expenditures with recurring and sustainable revenues – a structurally balanced budget which does not rely on the use of non-recurring revenues such as free cash, stabilization or other one-time revenues to sustain the operating budget.

Budget proposals should consider previously adopted financial management policies concerning reserve levels, budgetary flexibility, and debt service levels. Narrative explanation describing compliance or progress in achieving budget policy goals should be provided by the Town Administrator. Financial management policies concerning additional matters should also be identified and recommended as appropriate.

### Revenue Policy

The operating budget is supported by four major revenue sources: the property tax levy, state aid, local receipts, and other available funds.

**Property Taxes** - The Select Board endeavors to provide a level-service budget while remaining within the limits of Proposition 2 ½.

**State Aid** - Given the current economic condition, state aid is not currently expected to increase and should be level funded. Changes to state aid funding may be implemented based upon specific guidance from the Department of Revenue.

**Local Estimated Receipts and Other Available Funds** – The Town will maintain its practice of using conservative revenue estimates based upon historical collections and as adjusted and projected forward given economic conditions.

- Departments should review fee schedules and charges for service to ensure an appropriate level of cost-recovery is maintained.
- Local receipt growth and economic development activities should be pursued using a long-term perspective to minimize reliance on the property tax rate.
- The Town should look to restore its practice of stewarding revenue from new short-term rental taxes as well as marijuana excise and fees for use in funding capital and reserve programs.

**Other Funding Sources** - Shall be used as appropriate for funding the capital budget and infrastructure, other articles, and reserves. These may include one-time sources such as free cash, issuance of bonds and use of debt and capital exclusions as appropriate or necessary.

# **TOWN OF EASTHAM, MASSACHUSETTS**

## **SELECT BOARD BUDGET POLICY STATEMENT**

For Fiscal Year 2022

### **Appropriation Policy**

Departmental budgets should be developed following the “level-service” budget principal to maintain core, basic services to the community.

The Fiscal Year 2022 operating budget shall incorporate a spending plan that appropriately provides for the services authorized by our community for the “Family Support Package,” funded by a \$490,500 Proposition 2 ½ override. Budget documents should clearly identify where these amounts are provided and how these services accomplish the purposes authorized.

The Fiscal Year 2022 capital budget shall incorporate a spending plan for “routine, recurring” departmental capital costs that provides for the purposes authorized by our community for “Capital Plan Funding,” funded by a \$400,000 Proposition 2 ½ override. Budget documents should clearly identify where this amount is provided and how the spending plan accomplishes the purpose authorized.

Increase reserves – the Town Administrator shall recommend contributions to the Town’s Stabilization, OPEB Trust, and other funds consistent with sound financial management practices and the adopted financial management policies of the Select Board. A narrative explanation of reserve balances and the compliance or progress made toward meeting these stated policy objectives should be provided in the resultant budget narratives.

## Select Board Goals 2020-2021

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### Activities to increase organizational capacity and communication between levels of town government to achieve strategic goals:

1. Improve & strengthen communication with town boards & committees
  - Create definition/policy re: Select Board Liaison role with boards & committees
  - Complete project of reviewing and updating committee charges
2. Increase organizational capacity via the development of the Community Development Department to include economic development staff
  - Expand communication to and assistance for small business & residents to create more programs and opportunities for economic development and public/private partnerships
3. Continue to work to develop positive and collaborative relationships with neighboring towns to maximize resources (staff, time, and money) and regional capacity to solve problems
4. Involve State Representatives and Senators in discussions with state and federal entities to achieve goals that involve state, federal agencies, or other municipalities, such as changes to route 6, housing, wastewater & stormwater.

### Activities to achieve Strategic Planning Goals:

1. Preserve and protect coastal, estuary, pond, and other natural resources
  - a. Install water bottle filling stations at convenient locations in town (at least 4 by summer 2021)
2. Encourage and welcome a diversity of residents, increase diversity of housing options, and enhance community spirit
  - a. Research, discuss and make decision regarding the implementation of the residential tax exemption by January 1, 2021
  - b. Continue to work on strategies to encourage and promote workforce housing and opportunities for residents to enter the housing market
  - c. Begin conversations with other elected town and state officials re: state affordable housing regulations and the need for change to be more responsive to rural needs
  - d. Support the creation of a Farmer's Market for Eastham
  - e. Continue to work with and support T-Time Committee to develop parcel in a manner that supports improvement of community facilities, economic development, and improvement of infrastructure (rt 6)
  - f. Continue Rock Harbor Improvements to allow for greater community use and access, and support creative use of facilities
3. Improve travel experience for all users
  - a. Complete initial conceptual design for re-design/traffic calming on route 6, and conduct public information sessions
4. Provide and enhance access to public recreational resources
  - a. Identify possibilities for increase parking for public library/windmill green areas

**TOWN OF EASTHAM, MASSACHUSETTS**  
**FY 22 Budget, Warrant and Town Meeting Schedule**

Task	Date	Comment
Select Board Develop Budget Policy	Mon, Oct 19, 2020	Due By, Nov. 1, 2020
Estimated Revenues Due From Accountant	Wed, Oct 21, 2020	
Capital Requests Due from Dept. Heads	Fri, Oct 23, 2020	
Operating Budget Requests Due from Dept. Heads	Fri, Oct 29, 2020	
DH Meetings/ Individual Budgets & Staffing	Sep 23 – Nov 13, 2020	
DH Meeting Prioritize Capital & Review 1 <sup>st</sup> Budget Draft	Wed, Nov 13, 2020	
Finalize Budget & Presentation	Nov 20 - Dec 18, 2020	
DH Final Budget Review	Wed, Dec 16, 2019	
Finalize Budget Presentation	Dec 21 – 30, 2020	
Capital & Annual Budget Presentation SB & Fin Com	Mon, Jan 4, 2021	
Open Warrant	Mon, Jan 11, 2021	
Select Board/FIN COM Review of Department Budgets	Mon, Jan 11, 2021	
	Mon, Jan 25, 2021	
	Mon, Feb 1, 2021	
Select Board Adopt Budget & Formally Send to Fin Com	By Mon, Feb 8, 2021	
Fin Com Review of Budget	Jan 11 – Mar 1, 2021	
Close Warrant	Mon, Feb 22, 2021	
1 <sup>st</sup> Draft of Warrant Available	Mon, Mar 1, 2021	
Public Hearings for Zoning & Special Articles (as needed)	Feb – Mar, 2021	
Select Board Review of Warrant Articles	Mon, Mar 1, 2021	
	Mon, Mar 15, 2021	
Fin Com Review of Warrant Articles	Mar 1 – 29, 2021	
Public Hearing – Cap/Operating Budget - Joint Select Board/FinCom	Mon, Mar 15, 2021	
Final Select Board Vote on Budget	Mon, Mar 29, 2021	
Final Fin Com Vote on Budget	By Mar 26, 2021	
Warrant Article Discussions	Feb 22 – Mar 29, 2021	
Final Select Board Vote to Recommend Warrant Articles	Mon, Mar 22, 2021	
Select Board Public Hearing Warrant Articles	Mon, Apr 5, 2021	
Fin Com Vote on Warrant Articles	By Mar, 26, 2021	
Warrant goes to printer	Fri, April 2, 2021	
Pre-Town Meeting	Thu, Apr 22, 2021	
Post Warrant with Town Clerk	Fri, Apr 16, 2021	
TOWN MEETING	Mon, May 3, 2021	

# TOWN OF EASTHAM, MASSACHUSETTS

Fiscal Year 2022 Operating Budget

## SECTION 2: BUDGET SUMMARY DOCUMENTS

- General Fund
- Water Fund
- Annual Town Meeting Operating Budget Article Table
- Budget Changes & Adjustments Worksheet
- Budget Graphs

**TOWN OF EASTHAM, MASSACHUSETTS**  
**FISCAL YEAR 2022 BUDGET SUMMARY - Final Draft**

<b>GENERAL FUND</b>					
	<b>Operating Budget</b>	<b>Capital Budget</b>	<b>Other Budget Items (Reserve Funding)</b>	<b>Total Budget</b>	<b>Total Prior Year</b>
<b>APPROPRIATIONS</b>					
General Govt. Services	2,937,105		125,000	3,062,105	2,946,689
Community Services	1,634,757			1,634,757	1,591,629
Public Safety	5,230,893			5,230,893	5,077,258
Public Works	2,179,242		50,000	2,229,242	2,079,401
Unallocated Expenditures	6,347,549		1,050,000	7,397,549	5,738,493
Debt Service	4,873,299			4,873,299	4,867,815
Education	9,488,662			9,488,662	9,122,658
Capital Plan		1,809,686		1,809,686	1,121,900
Subtotal Local Appropriations	32,691,507	1,809,686	1,225,000	35,726,193	32,545,843
State & County Assessments	694,300			694,300	663,065
Total Appropriations	33,385,807	1,809,686	1,225,000	36,420,493	33,208,908
<b>FUNDING</b>					
Property Taxes	28,767,801	477,500		29,245,301	28,366,749
Less: Provision for Abatements/Exemptions	(250,000)			(250,000)	(196,987)
Local Receipts	3,553,900			3,553,900	2,979,963
State Aid	623,706			623,706	594,883
Other Available Funds	690,400	468,186		1,158,586	790,900
Free Cash		864,000	1,225,000	2,089,000	673,400
Total Funding	33,385,807	1,809,686	1,225,000	36,420,493	33,208,908
Budget Variance	-	-	-	-	-

**TOWN OF EASTHAM, MASSACHUSETTS**  
**FISCAL YEAR 2022 BUDGET SUMMARY**

<b>GENERAL FUND</b>					
	<b>Operating Budget</b>	<b>Capital Budget</b>	<b>Other Budget Items (Reserve Funding)</b>	<b>Total Budget</b>	<b>Total Prior Year</b>
<b>APPROPRIATIONS</b>					
General Govt. Services	2,795,604			2,795,604	2,946,689
Community Services	1,583,646			1,583,646	1,591,629
Public Safety	5,230,893			5,230,893	5,077,258
Public Works	2,152,382			2,152,382	2,079,401
Unallocated Expenditures	6,317,045		1,050,000	7,367,045	5,738,493
Debt Service	4,873,299			4,873,299	4,867,815
Education	9,754,240			9,754,240	9,122,658
Capital Plan		1,934,686		1,934,686	1,121,900
Subtotal Local Appropriations	32,707,109	1,934,686	1,050,000	35,691,795	32,545,843
State & County Assessments	672,916			672,916	663,065
Total Appropriations	33,380,025	1,934,686	1,050,000	36,364,711	33,208,908
<b>FUNDING</b>					
Property Taxes	28,806,564	567,500		29,374,064	28,366,749
Less: Provision for Abatements/Exemptions	(215,000)			(215,000)	(196,987)
Local Receipts	3,505,100			3,505,100	2,979,963
State Aid	580,961			580,961	594,883
Other Available Funds	702,400	468,186		1,170,586	790,900
Free Cash		899,000	1,050,000	1,949,000	673,400
Total Funding	33,380,025	1,934,686	1,050,000	36,364,711	33,208,908
Budget Variance	-	-	-	-	-

**TOWN OF EASTHAM, MASSACHUSETTS**  
**FISCAL YEAR 2021 BUDGET SUMMARY**

<b>PRIOR YEAR GENERAL FUND</b>				
	<b>Operating Budget</b>	<b>Capital Budget</b>	<b>Other Budget Items (Reserve Funding)</b>	<b>Total Budget</b>
<b>APPROPRIATIONS</b>				
General Govt. Services	2,946,689			2,946,689
Community Services	1,591,629			1,591,629
Public Safety	5,077,258			5,077,258
Public Works	2,079,401			2,079,401
Unallocated Expenditures	5,688,493		50,000	5,738,493
Debt Service	4,867,815			4,867,815
Education	9,122,658			9,122,658
Capital Plan		1,121,900		1,121,900
Subtotal Local Appropriations	31,373,943	1,121,900	50,000	32,545,843
State & County Assessments	663,065			663,065
Total Appropriations	32,037,008	1,121,900	50,000	33,208,908
<b>FUNDING</b>				
Property Taxes	27,853,249	513,500		28,366,749
Less: Provision for Abatements/Exemptions	(196,987)			(196,987)
Local Receipts	2,979,963			2,979,963
State Aid	594,883			594,883
Other Available Funds	790,900			790,900
Free Cash	15,000	608,400	50,000	673,400
Total Funding	32,037,008	1,121,900	50,000	33,208,908
Budget Variance	-	-	-	-

**TOWN OF EASTHAM, MASSACHUSETTS**  
**FISCAL YEAR 2022 BUDGET SUMMARY**

<b>WATER FUND</b>					
	<b>Operating Budget</b>	<b>Capital Budget</b>	<b>Other Budget Items (Reserve Funding)</b>	<b>Total Budget</b>	<b>Total Prior Year</b>
<b>APPROPRIATIONS</b>					
General Govt. Services				-	-
Community Services				-	-
Public Safety				-	-
Public Works	400,000			400,000	394,406
Unallocated Expenditures				-	-
Debt Service				-	-
Education				-	-
Capital Plan				-	-
Subtotal Local Appropriations	400,000	-	-	400,000	394,406
State & County Assessments				-	-
Total Appropriations	400,000	-	-	400,000	394,406
<b>FUNDING</b>					
Property Taxes				-	-
Less: Provision for Abatements/Exemptions				-	-
Local Receipts	400,000			400,000	250,000
State Aid				-	-
Other Available Funds				-	-
Free Cash				-	144,406
Total Funding	400,000	-	-	400,000	394,406
Budget Variance	-	-	-	-	-

**TOWN OF EASTHAM, MASSACHUSETTS**  
**FISCAL YEAR 2021 BUDGET SUMMARY**

<b>PRIOR YEAR WATER FUND</b>				
	<b>Operating Budget</b>	<b>Capital Budget</b>	<b>Other Budget Items (Reserve Funding)</b>	<b>Total Budget</b>
<b>APPROPRIATIONS</b>				
General Govt. Services				-
Community Services				-
Public Safety				-
Public Works	394,406			394,406
Unallocated Expenditures				-
Debt Service				-
Education				-
Capital Plan				-
Subtotal Local Appropriations	394,406	-	-	394,406
State & County Assessments				-
Total Appropriations	394,406	-	-	394,406
<b>FUNDING</b>				
Property Taxes				-
Less: Provision for Abatements/Exemptions				-
Local Receipts	250,000			250,000
State Aid				-
Other Available Funds				-
Free Cash	144,406			144,406
Total Funding	394,406	-	-	394,406
Budget Variance	-	-	-	-



Annual Town Meeting Operating Budget Article Table

**TOWN OF EASTHAM FY 22 OPERATING BUDGET - ARTICLE 2**

LINE #	FUNCTION/DEPARTMENT/ITEM	FY 21 APPROVED BUDGET	FY 22 SELECTBOARD BUDGET	\$ INCREASE (DECREASE)	% CHANGE	FIN COMM REC
<b>Elected &amp; General</b>						
1	Elected Official's Salary	13,000	13,000	-		
2	Reserve Fund	80,000	100,000	20,000		
<b>Subtotal Elected &amp; General</b>		<b>\$ 93,000</b>	<b>\$ 113,000</b>	<b>\$ 20,000</b>	<b>21.51%</b>	
<b>Town Administration</b>						
3	Town Administration Salary	318,084	351,364	33,280		
4	Town Administration Expense	49,245	49,245	-		
5	Legal Services	80,000	80,000	-		
6	Central Purchasing Supply & Service	119,090	119,090	-		
<b>Subtotal Town Administration</b>		<b>\$ 566,419</b>	<b>\$ 599,699</b>	<b>\$ 33,280</b>	<b>5.88%</b>	
<b>Municipal Finance</b>						
7	Municipal Finance Salaries	923,307	1,050,171	126,864		
8	Municipal Finance Expense	-	-	-		
9	Town Accountant Expense	48,030	48,030	-		
10	Treasurer/Collector Expense	30,920	38,630	7,710		
11	Assessors Expense	42,910	43,910	1,000		
12	IT Expense	212,774	248,592	35,818		
<b>Subtotal Municipal Finance</b>		<b>\$ 1,257,941</b>	<b>\$ 1,429,333</b>	<b>\$ 171,392</b>	<b>13.62%</b>	
<b>Town Clerk &amp; Elections</b>						
13	Town Clerk & Elections Salary	159,950	170,148	10,198		
14	Town Clerk & Elections Expense	11,270	11,270	-		
<b>Subtotal Town Clerk &amp; Elections</b>		<b>\$ 171,220</b>	<b>\$ 181,418</b>	<b>\$ 10,198</b>	<b>5.96%</b>	
<b>Community Development &amp; Inspectional Services</b>						
15	Comm. Dev. & Inspectional Services Salary	525,153	598,904	73,751		
16	Community Development Expense	5,705	7,495	1,790		
17	Building Inspection Expense	7,255	7,255	-		
<b>Subtotal Community Dev. &amp; Inspections</b>		<b>\$ 538,113</b>	<b>\$ 613,654</b>	<b>\$ 75,541</b>	<b>14.04%</b>	
<b>Public Safety</b>						
18	Police Salary	1,811,012	1,871,835	60,823		
19	Police Expense	129,135	118,494	(10,641)		
20	Animal Control Expense	37,750	37,750	-		
21	Emergency Management Expense	1,000	1,000	-		
22	Fire Salary	2,463,740	2,594,149	130,409		
23	Fire Expense	206,029	205,035	(994)		
24	Dispatching Salary	402,669	398,430	(4,239)		
25	Dispatching Expense	3,200	4,200	1,000		
<b>Subtotal Public Safety</b>		<b>\$ 5,054,535</b>	<b>\$ 5,230,893</b>	<b>\$ 176,358</b>	<b>3.49%</b>	
<b>Educational Services</b>						
26	Eastham Elementary School Operations	3,889,061	3,776,847	(112,214)		
27	Nauset Regional School District Assessment	4,798,033	5,018,970	220,937		
28	Cape Cod Regional Technical School Assessment	665,402	692,845	27,443		
<b>Subtotal Educational Services</b>		<b>\$ 9,352,496</b>	<b>\$ 9,488,662</b>	<b>\$ 136,166</b>	<b>1.46%</b>	

**TOWN OF EASTHAM FY 22 OPERATING BUDGET - ARTICLE 2**

LINE #	FUNCTION/DEPARTMENT/ITEM	FY 21 APPROVED BUDGET	FY 22 SELECTBOARD BUDGET	\$ INCREASE (DECREASE)	% CHANGE	FIN COMM REC
<b>Public Works</b>						
29	Public Works Salaries	1,231,300	1,289,063	57,763		
30	General Maintenance Expense	309,049	166,200	(142,849)		
31	Municipal Buildings Expense	73,100	87,000	13,900		
32	Snow & Ice Expense	83,104	83,104	-		
33	Street Lighting Expense	7,600	7,600	-		
34	Waste Collection & Disposal Expense	433,800	505,470	71,670		
35	Tree Warden Expense	7,590	7,590	-		
36	Natural Resources Expense	29,665	33,215	3,550		
<b>Subtotal Public Works</b>		<b>\$ 2,175,208</b>	<b>\$ 2,179,242</b>	<b>\$ 4,034</b>	<b>0.19%</b>	
<b>Community Services</b>						
37	Health & Environment Salary	222,205	251,091	28,886		
38	Health & Environment Expense	76,880	76,880	-		
39	Council on Aging Salaries	236,232	249,461	13,229		
40	Council on Aging Expense	36,505	35,710	(795)		
41	Library Salaries	407,222	428,848	21,626		
42	Library Expense	123,222	121,199	(2,023)		
43	Beach & Recreation Salary	304,816	384,606	79,790		
44	Beach & Recreation Expense	86,962	86,962	-		
<b>Subtotal Community Services</b>		<b>\$ 1,494,044</b>	<b>\$ 1,634,757</b>	<b>\$ 140,713</b>	<b>9.42%</b>	
<b>Unallocated Expenditures</b>						
45	Energy & Fuels Expense	328,600	361,750	33,150		
46	General Liability Insurance	432,800	460,932	28,132		
47	Employee Pension	1,863,068	1,921,317	58,249		
48	Employee Insurance	2,731,430	2,878,287	146,857		
49	Employment Costs Expenses	14,350	39,350	25,000		
50	Veterans Service Expense & Benefits	57,392	63,064	5,672		
51	Human Service Contracts	622,850	622,850	-		
<b>Subtotal Unallocated Expenditures</b>		<b>\$ 6,050,490</b>	<b>\$ 6,347,549</b>	<b>\$ 297,059</b>	<b>4.91%</b>	
<b>Debt Service</b>						
52	Exempt Debt - Debt Service	4,608,600	4,707,636	99,036		
53	Non-Exempt Debt - Debt Service	20,000	20,000	-		
54	Borrowing Costs & Charges	15,619	16,000	381		
55	Capital Lease Payments	(amts. previously shown in dept. budgets)	129,663	129,663		
<b>Subtotal Debt Service</b>		<b>\$ 4,644,219</b>	<b>\$ 4,873,299</b>	<b>\$ 229,080</b>	<b>4.93%</b>	
<b>GRAND TOTAL BUDGET</b>		<b>\$ 31,397,685</b>	<b>\$ 32,691,507</b>	<b>\$ 1,293,822</b>	<b>4.12%</b>	
Salary		9,018,690	9,651,071	632,381	7.01%	
Expense		17,734,776	18,167,137	432,361	2.44%	
Debt Service		4,644,219	4,873,299	229,080	4.93%	
<b>GRAND TOTAL BUDGET</b>		<b>\$ 31,397,685</b>	<b>\$ 32,691,507</b>	<b>\$ 1,293,822</b>	<b>4.12%</b>	



## Budget Changes & Adjustments Worksheet

TOWN OF EASTHAM, MASSACHUSETTS

FY 2022 Operating Budget - Budget Adjustments & Recommendations Worksheet

<u>Budget Line Item</u>	<u>FY 2020 Budget</u>	<u>FY 2021 Budget</u>	<u>Dept. Submission FY 2022 Budget</u>	<u>Change</u>	<u>Reasons for Change</u>	<u>Amt. of Chg.</u>	<u>Admin. Adjustments</u>	<u>Admin. FY 2022 Budget</u>	<u>Notes</u>	<u>Proof to ATM Summary</u>
Elected Officials Salary		13,000.00	13,000.00	-				13,000.00		-
Reserve Fund		80,000.00	125,000.00	45,000.00			(42,000.00)	83,000.00		-
					Increase in Reserve Fund	45,000	(42,000.00)		Cannot fund request	
Town Administration Salaries		305,051.00	376,364.00	71,313.00			(25,000.00)	351,364.00		-
					TA Contractual increase	23,649				
					Staff Contractual increases	22,664				
					Add: Provide for Salary Reserve	25,000	(25,000.00)		Reduce, use existing article	
						71,313				
Town Administration Expense		49,245.00	49,245.00	-				49,245.00		-
Legal Services		80,000.00	80,000.00	-				80,000.00		-
Central Purchasing Supply & Service		119,090.00	119,090.00	-				119,090.00		-
Municipal Finance Salaries		908,519.00	978,171.00	69,652.00				978,171.00		0.50
					Experiential Salary increase for new FD	13,270				
					Staff Contractual increases	43,945				
					Add videographer to budget in lieu of Media Fd.	10,712				
					Increase in IT intern due to min. wage	1,725				
						69,652				
Municipal Finance Expense		-	-	-				-		-
Town Accountant Expense		48,030.00	48,030.00	-				48,030.00		-
Treasurer/Collector Expense		30,920.00	38,630.00	7,710.00				38,630.00		-
					Tax title costs incr. due to timely work	2,500				
					Postage costs to actual	810				
					Payroll service fees increase 10 - 14k	4,000				
					Bank lockbox fees incr due to volue 4 - 4.4k	400				
						7,710				
Assessor Expense		42,910.00	43,910.00	1,000.00				43,910.00		-
					Increase in vendor fee 11.6 - 12.6	1,000				
IT Expense		212,774.00	232,092.00	19,318.00				232,092.00		-
					Ann. Support agr. For FMS incr 44.5 - 49.5	5,000				
					Add for zoom/teams licensing	3,500				
					Several software licenses (approx. \$99k) have unannounced increases mid-year - need to provide for these inevitable incr.	1,000				
					Adj. phone costs to actual - prior budgets supported by articles no longer available.	9,818				
						19,318				
Town Clerk Salary		158,931.00	170,148.00	11,217.00				170,148.00		-
					Staff Contractual wage increases	3,217				
					Clerk - elected official request	8,000				
						11,217				
Town Clerk & Elections Expense		11,270.00	11,270.00	-				11,270.00		-
Community Development Salary		550,350.00	626,964.99	76,614.99			(64,061.00)	562,903.99		0.40
					Staff contractual wage increases	22,776				
					Savings from retiring employee	(22,830)				
					Incr. due to full year salary for EDP	29,733				
					Incr. due to full year salary for ConsAgt	23,081	(19,906.00)		ConsAgt from 35 to 25 hours	

Budget Line Item	FY 2020	Dept. Submission		Change	Reasons for Change	Amt. of Chg.	Admin.	Admin.	Notes	Proof to ATM
	Budget	FY 2021 Budget	FY 2022 Budget				Adjustments	FY 2022 Budget		Summary
					Add: new position request Aff. Housing	35,855	(35,855.00)		Don't add - add back if appr from STR	
					Reduction to Temp salaries for alternates/call-outs	(12,000)	(8,300.00)		Addl. Reduction	
						76,615				
Community Development Expense	5,705.00	7,495.00	1,790.00				-	7,495.00		-
					incr for legal ads/data plans/cell stipend	1,360				
					Incr. for dues for cons agt now in dept.	430				
						1,790				
Building Inspection Expense	7,255.00	7,255.00	-					7,255.00		-
Police Salary	1,811,012.00	1,884,115.00	73,103.00				(12,280.00)	1,871,835.00		-
					Non-union Mgr. wage incr.	23,600				
					Savings from retiring employee	(13,604)				
					Contractual wage incr.	50,827				
					Incr. in OT funding 258.5 - 270.8k	12,280	(12,280.00)		Don't add	
						73,103				
Police Expense	129,135.00	119,494.00	(9,641.00)				(1,000.00)	118,494.00		-
					Incr for dept equip R&M	2,500				
					Incr for vehicle R&M	1,000	(1,000.00)		Don't add, utilize DPW funding	
					Add: Community Policing Supplies & incr travel	1,100				
					Reduction for capital lease pymt paid off	(14,241)				
						(9,641)				
Animal Control Expense	37,750.00	37,750.00	-					37,750.00		-
Emergency Management Expense	1,000.00	1,000.00	-					1,000.00		-
Fire Salary	2,467,383.00	2,594,149.25	126,766.25				-	2,594,149.25		-
					Non-union Mgr. wage incr.	19,943				
					SAFER Grant no longer offsetting	42,170				
					New addl educ incentives expected	14,329				
					Anticipated promotional svngs	(5,068)				
					Staff contractual wage increases	55,392				
						126,766				
Fire Expense	206,029.00	205,035.00	(994.00)				-	205,035.00		-
					Incr. in pump testing costs	800				
					Req for incr for vehicle R&M to actual	1,000				
					Reduction in cost for O2 system	(2,000)				
					Expected increase in lifepack support contract	950				
					Expected incr in ambulance billing fees	3,000				
					Req. incr. for employee physicals	2,000				
					Svngs - equip. in budget now in capital/not needed	(8,000)				
					Incr in support fee for Firehouse software 1.5 - 6k	4,500				
					Incr in IMC CAD system support fee 1 - 2k	1,000				
					Red. In Image Trend software support fee 5.3 - 2.5	(2,800)				
					Ambulance hotspots and IPAD - prev. funded from art.	3,600				
					Incr. in med & other supplies funded from svngs in Gear replacement funded through capital	(4,900)				
					Change in dues/licenses	(144)				
						(994)				
Dispatching Salary	402,669.00	398,430.00	(4,239.00)				-	398,430.00		-
					Savings from retiring employee	(17,332)				

TOWN OF EASTHAM, MASSACHUSETTS

FY 2022 Operating Budget - Budget Adjustments & Recommendations Worksheet

<u>Budget Line Item</u>	<u>FY 2020 Budget</u>	<u>Dept. Submission FY 2022 Budget</u>	<u>Change</u>	<u>Reasons for Change</u>	<u>Amt. of Chg.</u>	<u>Admin. Adjustments</u>	<u>Admin. FY 2022 Budget</u>	<u>Notes</u>	<u>Proof to ATM Summary</u>
				Provide for new contractual shift differential	3,328				
				Contractual wage adjustments	9,765				
					(4,239)				
Dispatching Expense	3,200.00	4,200.00	1,000.00				4,200.00		-
				Provide for addl. Supplies	1,000				
Eastham Elemenatry School	3,889,061.00	4,083,514.05	194,453.05		194,453	(97,226.00)	3,986,288.05	Expected incr of 2.5% vs. 5%	(0.53)
Nauset Assessment	4,798,033.00	5,085,914.98	287,881.98		287,882		5,085,914.98		-
Cape Cod Tech Assessment	665,402.00	682,037.05	16,635.05		16,635		682,037.05		-
Public Works Salaries	1,231,299.87	1,289,062.99	57,763.13			(20,860.00)	1,268,202.99		-
				Contractual wage adjustments	14,149				
				Increase in Seasonal wages	40,860	(20,860.00)		Don't add all requested staffing	
				Increase in DPW Overtime to \$10k	2,754				
					57,763				
General Maintenance Expense	309,049.00	228,500.00	(80,549.00)			(62,300.00)	166,200.00		-
				Reduce R&M for roadwork	(15,000)				
				Incr R&M for vehicle repairs 17 - 20k	3,000				
				Incr. Equip rental 5 - 20k	15,000	(10,000.00)		Only partial add	
				Incr. Surveying contrac 5 - 10k	5,000				
				NEW: annual support fee for work order system	7,500				
				Partial reduce for genrl supplies, incr. to vehicle supp.	2,300	(2,300.00)		Don't add	
				Increase to stormwater/drainage system work 20 - 70k	50,000	(45,000.00)		Only small add	
				Increase to roadwork 20 - 40k	20,000	(5,000.00)		incr to extent decreased above	
				Reduction for capital leases (some expired remainder to	(168,349)				
					(80,549)				
Municipal Building Expense	73,100.00	92,000.00	18,900.00			(11,000.00)	81,000.00		-
				Reduction for eliminating library cleaning contract	(10,200)				
				Incr HVAC maint. 8 - 15k	7,000	(5,000.00)		Only small incr. allowed	
				Incr to elevator testing/maint.	1,000				
				Incr for overhead door maint.	1,600				
				Incr for WW Treatment Syst Insp/pump/maint.	4,000				
				Incr for electrician services 1.5 - 7k	5,500	(2,500.00)		Only 1/2 request allowed	
				NEW: add for plumbing services	7,000	(3,500.00)		Only 1/2 request allowed	
				NEW: add for locksmith/door repair svc.	1,000				
				Reduce software license/support agreemmnt	(3,000)				
				Incr. in general suplies (mostly for veh. Supply)	5,000				
					18,900				
Snow & Ice Expense	83,104.00	83,104.00	-				83,104.00		-
Street Lighting Expense	7,600.00	7,600.00	-				7,600.00		-
Waste Collection Expense	433,800.00	505,470.00	71,670.00				505,470.00		-
				Decr in supplies	(700)				
				Incr in tipping fees due to rate & volume	59,120				
				Incr. in recycling transport fees to rate & volume	5,000				
				Incr. in hazardous waste removal costs	2,000				
				Incr in C&D trucking costs due to rate & volume	11,400				
				Decr in costs related to developing Work Order syst.	(4,700)				
				Decr in printing costs	(450)				
					71,670				

TOWN OF EASTHAM, MASSACHUSETTS

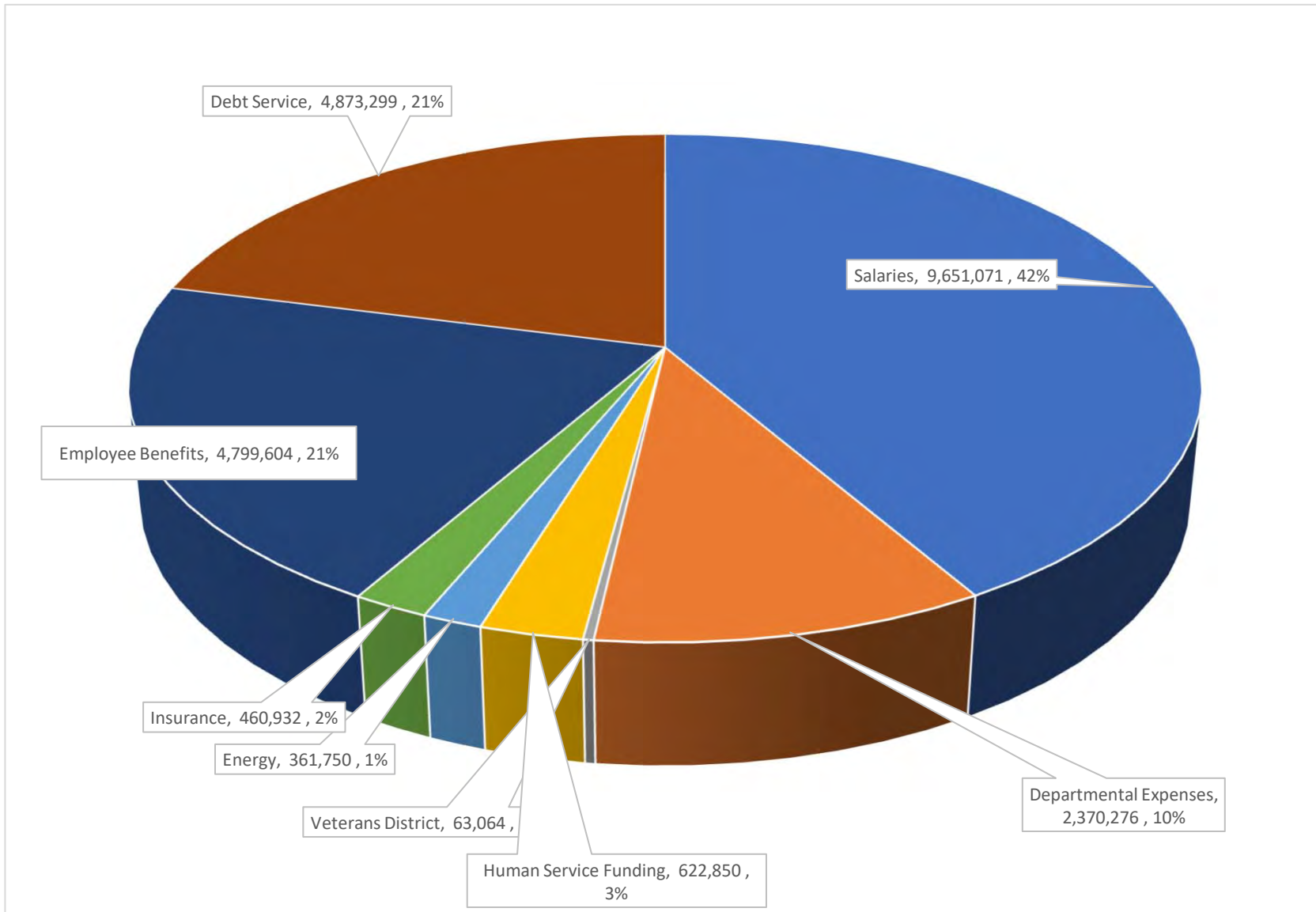
FY 2022 Operating Budget - Budget Adjustments & Recommendations Worksheet

Budget Line Item	FY 2020	Dept. Submission		Change	Reasons for Change	Amt. of Chg.	Admin.	Admin.	Notes	Proof to ATM
	Budget	FY 2021 Budget	FY 2022 Budget				Adjustments	FY 2022 Budget		Summary
Tree Warden Expense		7,590.00	7,590.00	-				7,590.00		-
Natural Resources Expense		29,665.00	40,715.00	11,050.00			(7,500.00)	33,215.00		-
					Incr to R&M/small equipment	7,500	(7,500.00)		No add	
					Incr to communications: Legal ads/cell phone costs	600				
					Incr. to channel buoy costs	1,400				
					Incr. to general supplies costs	1,550				
						11,050				
Health & Environment Salaries		222,204.60	250,794.00	28,589.40			(19,703.00)	231,091.00		-
					Contractual wage adjustments	8,886				
					REQ: new admin aide for housing insp.	19,703	(19,703.00)		Do not add - add back if appr from STR	
						28,589				
Health & Environment Expense		76,880.00	76,880.00	-				76,880.00		-
Council on Aging Salaries		236,232.00	290,248.00	54,016.00			(40,787.00)	249,461.00		-
					Contractual wage adjustments	13,229				
					REQ; new Services Coordinator	40,787	(40,787.00)		Cannot approve due to funding limitations	
						54,016				
Council on Aging Expense		36,505.00	37,710.00	1,205.00			(2,000.00)	35,710.00		-
					Incr. R&M for both genrl & vehicle	705				
					ADD: new food/meals program	8,500				
					Incr. training budget	2,000	(2,000.00)		Cannot allow	
					Less: Capital Lease moved to debt budget	(10,000)				
						1,205				
Library Salaries		407,221.76	428,848.00	21,626.24	Contractual Wage adjustments	21,626		428,848.00	Reduce most addl weekend hours	-
Library Expense		123,222.00	121,199.00	(2,023.00)	Reduction to CLAMS fees	(2,023)		121,199.00		-
Beach & Recreation Salaries		304,815.80	357,494.50	52,678.70			(4,000.00)	353,494.50		-
					Contractual wage adjustments	8,128				
					Incr in seasonal salaries adding FY 21 COVID reductions b	25,000				
					Seasonal staff wage incr (largely due to min. wage)	19,551	(4,000.00)		Not all min. wage incr eff. in FY 22	
						52,679				
Beach & Recreation Expense		86,962.00	86,962.00	-				86,962.00		-
Energy & Fuels Expense		328,600.00	369,250.00	40,650.00	Anticipated incr. in rate/usage	40,650	(7,500.00)	361,750.00	Reduce UBM by 1/2	-
General Liability Insurance		432,800.00	460,932.00	28,132.00	Anticipated incr in premium - no change in coverage	28,132		460,932.00		-
Employee Pension		1,863,068.00	1,970,811.68	107,743.68	Anticipated incr in assess. - legal obl to pay	107,744		1,970,811.68		-
Employee Insurance		2,731,430.00	2,937,412.25	205,982.25	Reflects anticipated premium incr. no change in bene.	205,982	(89,125.00)	2,848,287.25	Use 4% incr, in lieu of 7.5%	(0.05)
Employment Costs Expenses		14,350.00	14,350.00	-				14,350.00		-
Veteran Services Expense		57,392.00	63,063.76	5,671.76	Expected incr in benefits & assessment - legal obl to pay	5,672		63,063.76		-
Human Service Contracts		622,850.00	622,850.00	-			(25,000.00)	597,850.00	Deduct for Navigator Prg. - still in at 2,500	-
Exempt Debt		4,608,600.00	4,707,636.00	99,036.00	Legal obligation for debt issued	99,036		4,707,636.00		-
Non-Exempt Debt		20,000.00	20,000.00	-	Legal obligation for debt issued	-		20,000.00		-
Borrowing Costs		15,619.00	16,000.00	381.00	Discretionary, if no borrowing	381		16,000.00		-
Capital Lease Payments		-	129,663.00	129,663.00	Contractual Obligation - previously incl in dept. budget	129,663		129,663.00		-
<b>TOTALS</b>		<b>31,397,684.03</b>	<b>33,238,450.51</b>	<b>1,840,766.48</b>		<b>1,840,766</b>	<b>(531,342)</b>	<b>32,707,109</b>		
						(1)	Cross Foot	32,707,109		
							Variance	-		

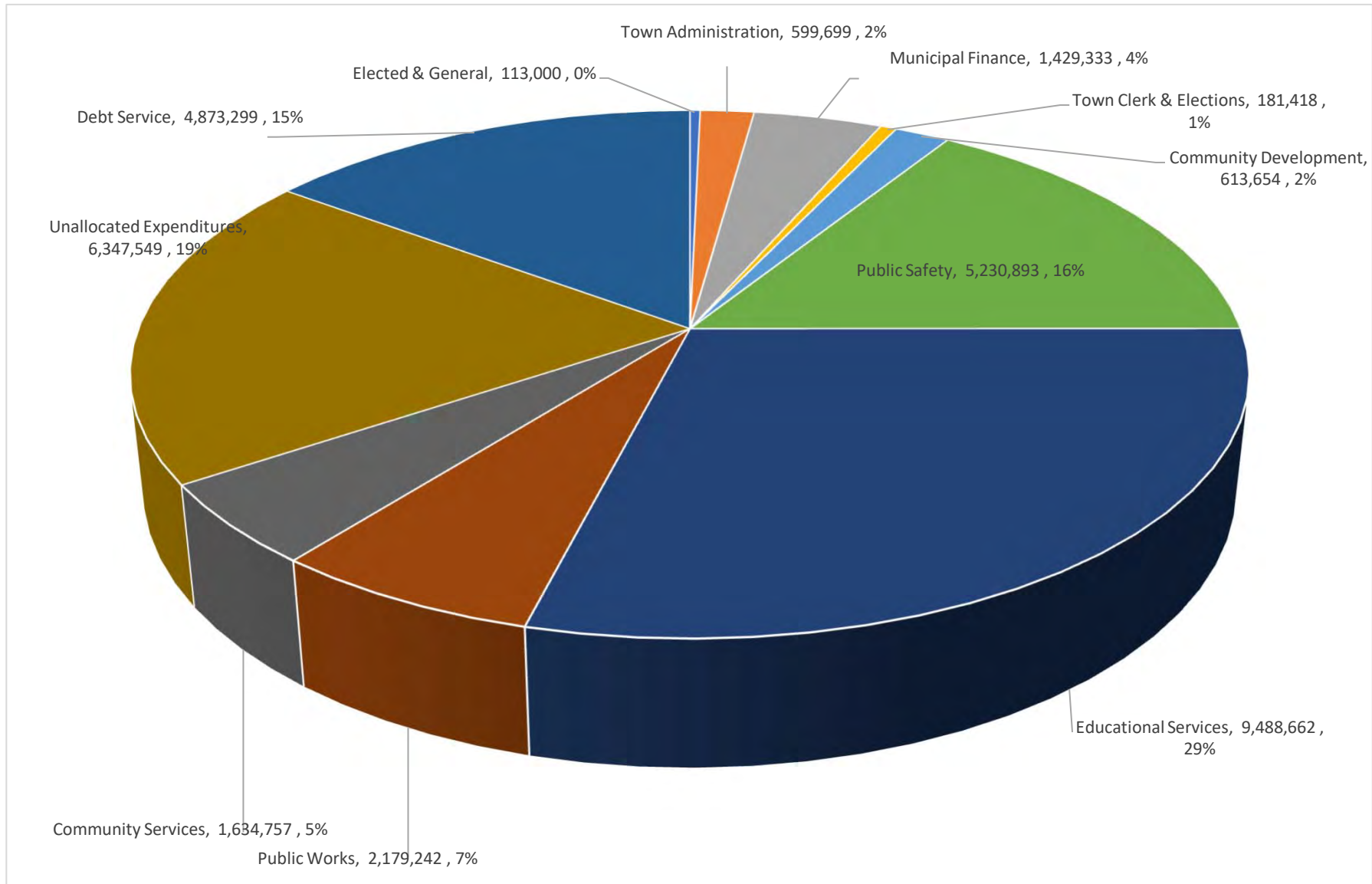


## Graphs

FY 2022 MUNICIPAL BUDGET ALLOCATION



**FY 2022 TOWN LOCAL APPROPRIATION BUDGET ALLOCATION**



# TOWN OF EASTHAM, MASSACHUSETTS

Fiscal Year 2022 Operating Budget

## SECTION 3: BUDGET FUNDING SOURCES

- Property Tax Levy Calculation
- Local Receipt Estimates
- Other Available Funds
- State Aid Receipts & Assessments (Cherry Sheet)

**TOWN OF EASTHAM, MASSACHUSETTS**

**TAX RATE & BUDGET PROJECTION**

Levy Limit Calculation

	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>
Prior Year Levy Limit	17,475,581	18,862,815	19,469,604	20,101,081	21,114,727	21,761,860	23,383,343
Amended new growth		59					
2.5% increase	436,890	471,572	486,740	502,527	527,868	544,047	584,584
Current year new growth	100,344	135,158	144,737	145,119	119,330	187,001	145,000
New growth adjustment							
Current year override	850,000	-		366,000	-	890,500	-
<b>Subtotal</b>	<b>18,862,815</b>	<b>19,469,604</b>	<b>20,101,081</b>	<b>21,114,727</b>	<b>21,761,925</b>	<b>23,383,408</b>	<b>24,112,926</b>
Town debt exclusions	1,815,416	2,785,163	3,505,698	3,478,970	4,631,306	4,588,400	4,707,636
School debt exclusions						273,207	302,161
Capital exclusions							-
Cape Cod Commission	118,646	121,612	122,739	125,807	122,159	125,214	127,718
Other adjustment							
Water/Sewer							
<b>Maximum allowable levy</b>	<b>20,796,877</b>	<b>22,376,379</b>	<b>23,729,518</b>	<b>24,719,504</b>	<b>26,515,390</b>	<b>28,370,229</b>	<b>29,250,442</b>
Levy per calculation	20,277,997	21,984,418	23,725,433	24,309,988	26,500,139	28,366,748	29,245,301
<b>Levy (over)/under</b>	<b>518,880</b>	<b>391,961</b>	<b>4,085</b>	<b>409,516</b>	<b>15,251</b>	<b>3,481</b>	<b>5,140</b>

<b>Tax Rate &amp; Burden</b>							<b>ESTIMATE</b>
Current Year Valuation	2,725,537,180	2,782,837,760	2,841,369,240	2,946,665,160	3,039,006,800	3,090,059,650	3,165,059,650
Tax Rate	7.44	7.90	8.35	8.25	8.72	9.18	9.24
Average Single Family Residence Value	457,583	467,642	477,628	495,268	511,743	521,408	534,097
Average tax burden	3,404	3,694	3,988	4,086	4,462	4,787	4,935
\$ increase from prior year					376	324	149
% increase from prior year					9.21%	7.26%	3.10%

**TOWN OF EASTHAM, MASSACHUSETTS**

**TAX RATE & BUDGET PROJECTION**

Local Receipt Estimates

	<u>FY 18</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 20</u>	<u>FY21</u>	<u>FY 21</u>	<u>FY 22</u>	Change from	%
	<u>Budgeted</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>FY 21 Budget</u>	<u>Change</u>
Motor Vehicle Excise	866,557	881,668	880,000	894,619	880,000	854,624	742,195		774,000	31,805	4%
Meals excise		-	115,000	100,514	130,000	127,986	50,257		100,000	49,743	99%
Room excise	320,000	268,857	265,000	293,672	265,000	227,325	121,911		160,000	38,089	31%
ST rental excise						387,068	-		48,800	48,800	
Other excise: Boat	3,000	8,213	8,000	8,284	8,000	7,796	8,000		7,500	(500)	-6%
Other excise: Cannabis						-	-		-	-	
Penalties and interest on taxes	80,000	93,297	90,000	106,949	90,000	132,734	90,000		90,000	-	0%
Payments in Lieu of taxes	8,300	8,618	8,000	8,796	8,000	9,136	8,000		8,000	-	0%
Charges for service - water	80,000				-		-		-	-	
Charges for service - sewer							-		-	-	
Charges for service - solid waste fees	713,650	785,128	745,000	791,370	745,000	894,223	622,000		780,000	158,000	25%
Other charges for service	22,000	14,574	14,000	14,191	14,000	25,219	12,600		12,600	-	0%
Fees	661,120	557,506	550,000	573,157	555,000	580,244	490,000		510,000	20,000	4%
a. Cannabis Impact Fee							-		-	-	
b. Community Impact Fee ST Rentals							-		-	-	
Rentals	74,500	80,172	78,500	81,622	76,000	95,901	10,000		55,000	45,000	450%
Departmental revenue - schools									-	-	
Departmental revenue - libraries									-	-	
Departmental revenue - cemeteries									-	-	
Departmental revenue - recreation	495,500	480,128	480,000	481,567	480,000	497,111	265,595		415,000	149,405	56%
Other departmental revenue									-	-	
Licenses and permits	589,900	616,351	600,000	670,597	600,000	524,262	520,000		520,000	-	0%
Special assessments									-	-	
Fines and forfeits	37,300	34,618	34,000	30,696	34,000	26,350	25,000		25,000	-	0%
Investment income	15,000	40,250	20,000	97,907	22,000	102,492	22,000		30,000	8,000	36%
Medicaid reimbursement	25,000	35,005	32,500	44,692	33,000	17,316	18,000		18,000	-	0%
Miscellaneous recurring							-		-	-	
Miscellaneous non-recurring	-						-		-	-	
<b>Total general fund local receipts</b>	<b>3,991,827</b>	<b>3,904,385</b>	<b>3,920,000</b>	<b>4,198,633</b>	<b>3,940,000</b>	<b>4,509,787</b>	<b>3,005,558</b>	<b>-</b>	<b>3,553,900</b>	<b>548,342</b>	<b>18%</b>
Water rates and charges		178,511	195,000	251,904	240,000	313,864	250,000		400,000	150,000	60%
<b>Grand total local receipts</b>	<b>3,991,827</b>	<b>4,082,896</b>	<b>4,115,000</b>	<b>4,450,537</b>	<b>4,180,000</b>	<b>4,823,651</b>	<b>3,255,558</b>	<b>-</b>	<b>3,953,900</b>	<b>698,342</b>	<b>21%</b>

**TOWN OF EASTHAM, MASSACHUSETTS**  
**TAX RATE & BUDGET PROJECTION**  
Other Available Funds

	FY 19 Budget	FY 20 Budget	FY 21 Budget	FY 22 Budget	Allocation of Current FY OAF's to Each Fund				
					General Fund	Offset Receipts	Water Fund	CPA Fund	Net
Govt. Media Receipts - operating	90,000.00	115,000.00	105,000.00	115,000.00	115,000.00				-
Govt. Media Receipts - capital			8,500.00	20,000.00	20,000.00				-
Ambulance Receipts - Salaries	270,000.00	450,000.00	520,000.00	535,000.00	535,000.00				-
Ambulance Receipts - capital	205,000.00	50,000.00	105,000.00	15,000.00	15,000.00				-
Ambulance Receipts - lease repymts.				233,186.00	233,186.00				-
Windmill Receipts	2,000.00	1,000.00			-				-
Septic Betterment	20,400.00	20,400.00	20,400.00	20,400.00	20,400.00				-
Waterways improvement	6,000.00	2,000.00	2,000.00	2,000.00	2,000.00				-
Library Trustee Fund		24,400.00	30,000.00		-				-
Reappropriated Articles				200,000.00	200,000.00				-
CPA Funding of 1/2 of Affordable Hsg. Position				18,000.00	18,000.00				-
Affordable Housing		25,151.22			-				-
DHCD		20,303.97			-				-
CCEDC		10,132.00			-				-
Bracket Sidewalks		15,000.00			-				-
CCC Regional		6,445.76			-				-
Chapter 90		1,088.99			-				-
Affordable Housing		200,500.00			-				-
<b>Total</b>	<b>593,400.00</b>	<b>941,421.94</b>	<b>790,900.00</b>	<b>1,158,586.00</b>	1,158,586.00	-	-	-	-

**TOWN OF EASTHAM, MASSACHUSETTS**  
**TAX RATE & BUDGET PROJECTION**  
 Estimate of Cherry Sheet Receipts and Charges

	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY21</u>	<u>FY 22</u>	<u>Explanation for change in projection</u>
<b>Estimated Receipts</b>						
<b>Education Distributions and Reimbursements</b>						
Chapter 70	354,681	359,871	364,971	376,578	404,958	Governor's Budget as proposed a/o 3/15/2021
School Transportation						
Charter Tuition Reimbursements						
Smart Growth School Reimbursements						
<b>Offset Items - Reserve for Direct Expenditure:</b>						
School Lunch						
School Choice Receiving Tuition	5,000					
<b>General Govt. Distributions and Reimbursements</b>						
Unrestricted General Government Aid	148,834	154,043	158,202	158,202	163,739	
Local Share of Racing Taxes						
Regional Public Libraries						
Urban Renewal Projects						
Veterans' Benefits	5,698	9,052	9,516	16,408	20,339	
Exemptions: VSB	35,454	33,227	23,102	27,883	32,754	
State Owned Land	1,133	1,819	1,900	1,887	1,916	
<b>Offset Items - Reserve for Direct Expenditure</b>						
Public Libraries	4,837	5,847	7,089	7,089	8,828	
<b>Total Cherry Sheet Receipts</b>	<b>555,637</b>	<b>563,859</b>	<b>564,780</b>	<b>588,047</b>	<b>632,534</b>	
<b>Estimated Charges</b>						
County Tax	237,220	243,151	217,681	242,003	249,543	
Retired Employees Health Insurance	158,172	215,070	186,113	155,788	170,752	
Mosquito Control Projects	80,616	84,043	84,430	91,468	93,285	
Air Pollution Districts	3,770	3,858	3,658	3,728	3,713	
RMV Non-renewal surcharge	4,700	4,700	2,540	3,680	3,680	
Regional Transit Authority	50,007	51,257	52,538	53,851	55,197	
Special Education Charge						
STRAP Repayments						
School Choice Sending Tuition	88,481	35,000	53,550	112,530	118,130	
Charter School Sending Tuition						
<b>Total Cherry Sheet Charges</b>	<b>622,966</b>	<b>637,079</b>	<b>600,510</b>	<b>663,048</b>	<b>694,300</b>	

# TOWN OF EASTHAM, MASSACHUSETTS

## Fiscal Year 2022 Operating Budget

### SECTION 4: DEPARTMENTAL BUDGET DOCUMENTS

- Elected & General
- Town Administration
- Municipal Finance Department (includes technology services)
- Town Clerk & Elections
- Community Development & Inspections (includes planning, conservation, building departments)
- Public Safety – Police Department
- Public Safety – Fire Department
- Public Safety – Dispatch Services
- Public Works Department (includes highways, sanitation, municipal buildings & natural resources departments)
- Community Services (includes health, library, senior services, and beach and recreation departments)
- Unallocated Expenditures (includes employee health insurance & pension, general insurance, energy, veteran benefits, & human service contracts)
- Debt Service
- Water Enterprise Fund
- Educational Services (includes Eastham Elementary School, Nauset Regional School District, Cape Cod Tech)

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



ELECTED & GENERAL BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**ELECTED & GENERAL BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)							
SALARIES (PART-TIME)	13,000	13,000	13,000	13,000	13,000	13,000	13,000
SALARIES (TEMPORARY)							
OVERTIME							
<b>SALARY SUB TOTAL</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>
RESERVE FUND	100,000	80,000	110,000	2,089	40,000	42,373	28,154
<b>EXPENSE SUB TOTAL</b>	<b>\$ 100,000</b>	<b>\$ 80,000</b>	<b>\$ 110,000</b>	<b>\$ 2,089</b>	<b>\$ 40,000</b>	<b>\$ 42,373</b>	
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 113,000</b>	<b>\$ 93,000</b>	<b>\$ 123,000</b>	<b>\$ 15,089</b>	<b>\$ 53,000</b>	<b>\$ 55,373</b>	<b>\$ 13,000</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**ELECTED & GENERAL BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS			ACTUALS			
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)							
512000	SALARIES (PART-TIME)	13,000	13,000	13,000	13,000	13,000	13,000	13,000
512500	SALARIES (TEMPORARY)							
513000	OVERTIME							
	<b>SALARY SUB TOTAL</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>
520000	PURCHASE OF SERVICES							
524000	REPAIRS & MAINTENANCE							
527000	RENTALS & LEASES							
530000	PROFESSIONAL & TECHNICAL							
534000	COMMUNICATION							
535000	OPERATIONAL & PROGRAM COSTS							
540000	SUPPLIES							
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE							
573000	DUES & MEMBERSHIPS							
574000	OTHER CHARGES & EXPENSES	100,000	80,000	110,000	2,089	40,000	42,373	28,154
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 100,000</b>	<b>\$ 80,000</b>	<b>\$ 110,000</b>	<b>\$ 2,089</b>	<b>\$ 40,000</b>	<b>\$ 42,373</b>	<b>\$ 28,154</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 113,000</b>	<b>\$ 93,000</b>	<b>\$ 123,000</b>	<b>\$ 15,089</b>	<b>\$ 53,000</b>	<b>\$ 55,373</b>	<b>\$ 41,154</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

ELECTED & GENERAL BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**  
**ELECTED & GENERAL BUDGET**

Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
None (Note 1)						
Subtotal Full-Time Salaries						
			-			-
<b>Part-Time Salaries</b>						
Town Moderator			500			500
Select Board Members (5 @ \$2,500 each)			12,500			12,500
Subtotal Part-Time Salaries						
			13,000			13,000
<b>Temporary/Seasonal Salaries</b>						
None						
Subtotal Temporary Salaries						
			-			-
<b>Overtime</b>						
None						
Subtotal Overtime Salaries						
			-			-
<b>GRAND TOTAL SALARIES</b>			<b>\$ 13,000</b>			
				<b>\$ 13,000</b>		

**DEPARTMENT COMMENTS**

1 Elected Town Clerk salary is included in Town Clerk Departmental budget.

**FISCAL YEAR 2022 OPERATING BUDGET  
ELECTED & GENERAL BUDGET**

Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	100,000	80,000	110,000	2,089	40,000	42,373
011322	578200	Finance Committee Reserve Fund	100,000	80,000	110,000	2,089	40,000	42,373
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 100,000</b>	<b>\$ 80,000</b>	<b>\$ 110,000</b>	<b>\$ 2,089</b>	<b>\$ 40,000</b>	<b>\$ 42,373</b>

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



TOWN ADMINISTRATION BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN ADMINISTRATION BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	341,364	308,084	203,052	207,189	264,170	311,963	261,107
SALARIES (PART-TIME)				3,500			1,167
SALARIES (TEMPORARY)	10,000	10,000					
OVERTIME							
<b>SALARY SUB TOTAL</b>	<b>\$ 351,364</b>	<b>\$ 318,084</b>	<b>\$ 203,052</b>	<b>\$ 210,689</b>	<b>\$ 264,170</b>	<b>\$ 311,963</b>	<b>\$ 262,274</b>
TOWN ADMINISTRATION EXPENSE	49,245	49,245	38,045	22,873	31,975	33,870	29,573
LEGAL SERVICES	80,000	80,000	80,000	70,355	71,792	78,666	73,604
CENTRAL PURCHASING SUPPLY & SERVICE	119,090	119,090	113,719	87,993	106,308	109,091	101,131
<b>EXPENSE SUB TOTAL</b>	<b>\$ 248,335</b>	<b>\$ 248,335</b>	<b>\$ 231,764</b>	<b>\$ 181,221</b>	<b>\$ 210,075</b>	<b>\$ 221,627</b>	<b>\$ 204,308</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 599,699</b>	<b>\$ 566,419</b>	<b>\$ 434,816</b>	<b>\$ 391,910</b>	<b>\$ 474,245</b>	<b>\$ 533,590</b>	<b>\$ 466,582</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN ADMINISTRATION BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS			ACTUALS			
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	341,364	308,084	203,052	207,189	264,170	311,963	261,107
512000	SALARIES (PART-TIME)				3,500			1,167
512500	SALARIES (TEMPORARY)	10,000	10,000					
513000	OVERTIME							
	<b>SALARY SUB TOTAL</b>	<b>\$ 351,364</b>	<b>\$ 318,084</b>	<b>\$ 203,052</b>	<b>\$ 210,689</b>	<b>\$ 264,170</b>	<b>\$ 311,963</b>	<b>\$ 262,274</b>
520000	PURCHASE OF SERVICES							
524000	REPAIRS & MAINTENANCE	315	315	315	367	475	348	397
527000	RENTALS & LEASES	25,465	25,465	25,465	14,190	21,436	23,911	19,846
530000	PROFESSIONAL & TECHNICAL	112,000	112,000	100,000	77,381	89,790	97,865	88,345
534000	COMMUNICATION	74,910	74,910	70,539	50,483	66,648	66,138	61,090
535000	OPERATIONAL & PROGRAM COSTS							
540000	SUPPLIES	19,000	19,000	18,000	23,059	17,790	18,735	19,861
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE	12,500	12,500	13,300	12,178	10,415	10,880	11,158
573000	DUES & MEMBERSHIPS	4,145	4,145	4,145	3,563	3,521	3,750	3,611
574000	OTHER CHARGES & EXPENSES							
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 248,335</b>	<b>\$ 248,335</b>	<b>\$ 231,764</b>	<b>\$ 181,221</b>	<b>\$ 210,075</b>	<b>\$ 221,627</b>	<b>\$ 204,308</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 599,699</b>	<b>\$ 566,419</b>	<b>\$ 434,816</b>	<b>\$ 391,910</b>	<b>\$ 474,245</b>	<b>\$ 533,590</b>	<b>\$ 466,582</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

TOWN ADMINISTRATION BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN ADMINISTRATION BUDGET**

Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
TOWN ADMINISTRATOR	JACQUELINE BEEBE	1.00	151,351	JACQUELINE BEEBE	1.00	175,000
PROJECTS & PROCUREMENT DIRECTOR	SHANA BROGAN	0.88	83,137	SHANA BROGAN	0.88	88,644
EXECUTIVE ASSISTANT	LAURA GILLESPIE-LEE	1.00	73,596	LAURA GILLESPIE-LEE	1.00	77,720
SALARY ADJUSTMENT ACCOUNT - ALL DEPTS.						
Subtotal Full-Time Salaries		2.88	308,084		2.88	341,364
<b>Part-Time Salaries</b>						
None						
Subtotal Part-Time Salaries			-			-
<b>Temporary/Seasonal Salaries</b>						
Temporary Departmental Assistance			10,000			10,000
Subtotal Temporary Salaries			10,000			10,000
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>		<b>2.88</b>	<b>\$ 318,084</b>		<b>2.88</b>	<b>\$ 351,364</b>

**DEPARTMENT COMMENTS**

Salary Adjustment account added to provide for non-union managers who will likely receive a salary increase in FY 22, but that amount has not yet been determined, pending evaluation/review.

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN ADMINISTRATION BUDGET**

Town Administration Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>32,000</b>	<b>32,000</b>	<b>20,000</b>	<b>7,026</b>	<b>17,998</b>	<b>19,199</b>
011992	530000	Professional and technical	32,000	32,000	20,000	7,026	17,998	19,199
		MUNIS, PACE program, finance training	7,000	7,000	5,000			
		Consulting Support, Admin, Spec. Proj.	25,000	25,000	15,000			
	<b>534000</b>	<b>COMMUNICATION</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>106</b>	<b>41</b>	<b>41</b>
011232	534000	Communication - cell phone stipends	600	600	600	106	41	41
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>						
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>12,500</b>	<b>12,500</b>	<b>13,300</b>	<b>12,178</b>	<b>10,415</b>	<b>10,880</b>
011232	571000	Travel	12,500	12,500	13,300	12,178	10,415	10,880
		TA Travel stipend	3,000	3,000	3,000			
		Reg. Workshops						
		MMA Annual Conference	7,500	7,500	7,200			
		ICMA/other conference	1,500	1,500	2,600			
		Select Board Travel	500	500	500			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>4,145</b>	<b>4,145</b>	<b>4,145</b>	<b>3,563</b>	<b>3,521</b>	<b>3,750</b>
011232	573000	Dues & Memberships	4,145	4,145	4,145	3,563	3,521	3,750
		Mass Municipal Assoc. annual dues	2,300	2,300	2,300			
		ICMA annual dues	1,000	1,000	1,000			
		Cape Cod Selectmen's Assoc. dues	250	250	250			
		M Municipal Mgr Assoc. dues	250	250	250			
		MMA Moderator Assoc. dues	160	160	160			
		MMA Finance Committee dues	185	185	185			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 49,245</b>	<b>\$ 49,245</b>	<b>\$ 38,045</b>	<b>\$ 22,873</b>	<b>\$ 31,975</b>	<b>\$ 33,870</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN ADMINISTRATION BUDGET**

Town Administration Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL

DEPARTMENT COMMENTS

**FISCAL YEAR 2022 OPERATING BUDGET**

TOWN ADMINISTRATION BUDGET

Legal Services Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	80,000	80,000	80,000	70,355	71,792	78,666
011512	531000	<i>Contracted legal services</i>	80,000	80,000	80,000	70,355	71,792	78,666
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ 70,355</b>	<b>\$ 71,792</b>	<b>\$ 78,666</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN ADMINISTRATION BUDGET**

Central Purchasing Supply & Service Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>315</b>	<b>315</b>	<b>315</b>	<b>367</b>	<b>475</b>	<b>348</b>
011592	524000	Repairs & maintenance - Mail machine maintenance	315	315	315	367	475	348
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>	<b>25,465</b>	<b>25,465</b>	<b>25,465</b>	<b>14,190</b>	<b>21,436</b>	<b>23,911</b>
011592	52700	Rentals & leases				14,190	21,436	23,911
		Town Hall copier	10,142	10,142	10,142			
		Fire Dept. copier	1,723	1,723	1,723			
		Police Dept. copier	2,390	2,390	2,390			
		Recreation Dept copier	1,047	1,047	1,047			
		DPW copier	3,440	3,440	3,440			
		COA copier	2,812	2,812	2,812			
		Town Clerk printer	439	439	439			
		Treasurer printer	439	439	439			
		Postage meter lease	3,033	3,033	3,033			
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>						
	<b>534000</b>	<b>COMMUNICATION</b>	<b>74,310</b>	<b>74,310</b>	<b>69,939</b>	<b>50,377</b>	<b>66,607</b>	<b>66,097</b>
011592	534200	Postage - estimate: 8000 x 2 R.E.; 6000 x 2 P.P.; 1100 Rent Certs x2; 2000 Voter Reg = 30200*.55; plus all other mail	30,000	30,000	30,000	31,037	27,917	25,246
011592	534600	Printing	44,310	44,310	39,939	19,340	38,690	40,851
		Committee, on request printing	700	700	700			
		Legal ads for jobs, hearings, etc.	3,000	3,000	3,000			
		Town Meeting Warrants	1,500	1,500	1,200			
		Annual Reports	4,900	4,900	4,919			
		Newspaper Warrant Ad	25	25	25			
		Sound System	2,200	2,200	2,200			
		Hearing Impaired Inc.	950	950	945			
		Chair Rental	2,700	2,700	2,615			
		Electronic Voting	28,000	28,000	24,000			
		High Schol Custodial Staff	335	335	335			

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN ADMINISTRATION BUDGET**

Central Purchasing Supply & Service Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	19,000	19,000	18,000	23,059	17,790	18,735
011592	542000	<i>Office Supplies - clerical supplies, stationary, envelopes, copy paper</i>	19,000	19,000	18,000	23,059	17,790	18,735
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 119,090</b>	<b>\$ 119,090</b>	<b>\$ 113,719</b>	<b>\$ 87,993</b>	<b>\$ 106,308</b>	<b>\$ 109,091</b>

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



MUNICIPAL FINANCE BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS		ACTUALS				
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	926,512	816,093	676,979	783,010	763,673	671,564	739,416
SALARIES (PART-TIME)	111,959	97,239	141,123	10,757	3,065	2,070	5,297
SALARIES (TEMPORARY)	11,700	9,975					
OVERTIME							
<b>SALARY SUB TOTAL</b>	<b>\$ 1,050,171</b>	<b>\$ 923,307</b>	<b>\$ 818,102</b>	<b>\$ 793,767</b>	<b>\$ 766,738</b>	<b>\$ 673,634</b>	<b>\$ 744,713</b>
Municipal Finance Expense							
Town Accountant Expense	48,030	48,030	45,641	40,767	41,160	39,911	40,613
Treasurer/Collector Expense	38,630	30,920	23,420	32,022	19,416	17,914	23,117
Assessors Expense	43,910	42,910	46,942	39,137	44,535	43,839	42,504
IT Expense	248,592	212,774	182,728	185,397	205,742	177,573	189,571
<b>EXPENSE SUB TOTAL</b>	<b>\$ 379,162</b>	<b>\$ 334,634</b>	<b>\$ 298,731</b>	<b>\$ 297,323</b>	<b>\$ 310,853</b>	<b>\$ 279,237</b>	<b>\$ 232,074</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 1,429,333</b>	<b>\$ 1,257,941</b>	<b>\$ 1,116,833</b>	<b>\$ 1,091,090</b>	<b>\$ 1,077,591</b>	<b>\$ 952,871</b>	<b>\$ 976,787</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS		ACTUALS				
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	926,512	816,093	676,979	783,010	763,673	671,564	739,416
512000	SALARIES (PART-TIME)	111,959	97,239	141,123	10,757	3,065	2,070	5,297
512500	SALARIES (TEMPORARY)	11,700	9,975					
513000	OVERTIME							
	<b>SALARY SUB TOTAL</b>	<b>\$ 1,050,171</b>	<b>\$ 923,307</b>	<b>\$ 818,102</b>	<b>\$ 793,767</b>	<b>\$ 766,738</b>	<b>\$ 673,634</b>	<b>\$ 744,713</b>
520000	PURCHASE OF SERVICES							
524000	REPAIRS & MAINTENANCE	3,615	3,615	2,300	3,396	880	1,025	1,767
527000	RENTALS & LEASES							
530000	PROFESSIONAL & TECHNICAL	277,505	267,403	232,402	225,538	224,105	203,129	217,591
534000	COMMUNICATION	50,567	53,141	48,641	63,932	55,530	39,136	52,866
535000	OPERATIONAL & PROGRAM COSTS	36,000						
540000	SUPPLIES	4,605	3,755	2,210	523	1,151	922	865
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE	6,290	6,140	5,591	3,114	2,011	2,170	2,432
573000	DUES & MEMBERSHIPS	580	580	690	820	540	515	625
574000	OTHER CHARGES & EXPENSES			6,897		26,636	32,340	19,659
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 379,162</b>	<b>\$ 334,634</b>	<b>\$ 298,731</b>	<b>\$ 297,323</b>	<b>\$ 310,853</b>	<b>\$ 279,237</b>	<b>\$ 294,037</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 1,429,333</b>	<b>\$ 1,257,941</b>	<b>\$ 1,116,833</b>	<b>\$ 1,091,090</b>	<b>\$ 1,077,591</b>	<b>\$ 952,871</b>	<b>\$ 1,038,750</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

MUNICIPAL FINANCE BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET**

Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted			
	Name	FTE	Salary	Name	FTE	Salary	
<b>Full-Time Salaries</b>							
ASST. TOWN ADMINISTRATOR/FINANCE DIRECTOR	Finance	Lorenzo	1.00	130,858	RICHARD BIENVENUE	1.00	133,679
ADMINISTRATIVE ASSISTANT	Finance	Erdos	0.88	53,927	KAREN ERDOS	0.88	56,932
TOWN ACCOUNTANT	Accounting	Tilton	1.00	91,978	TEENA TILTON	1.00	91,978
ASSISTANT TOWN ACCOUNTANT	Accounting	Weeks	1.00	58,469	CASSIDY WEEKS	1.00	61,723
TREASURER/COLLECTOR	Treasurer	Laak	0.88	94,512	SUSAN LAAK	0.94	106,788
ASSISTANT TREASURER/COLLECTOR	Treasurer	Sandy	0.88	67,350	SANDRA JOHNSON	0.88	70,597
PAYROLL/BENEFITIS CLERK	Treasurer	LaValley	0.88	53,745	BRIAN LaVALLEY	0.88	56,745
PRINCIPAL ASSESSOR	Assessing	Eyestone	1.00	109,408	BELINDA EYESTONE	1.00	112,674
ASSISTANT ASSESSOR/FIELD APPRAISER	Assessing	Robertson	0.88	50,669	JOHN ROBERTSON	0.88	52,962
IT SPECIALIST	IT	Vacant	0.88	44,408	JACOB RIKER	0.88	46,884
VIDEOGRAPHER	IT	Caliri	0.88	60,769	MICHAEL CALIRI	0.88	63,550
IT APPLICATIONS SPECIALIST (NEW)	IT				VACANT (NEW)	1.00	72,000
Subtotal Full-Time Salaries			10.16	816,093	11.19		926,512
<b>Part-Time Salaries</b>							
ADMINISTRATIVE ASSISTANT	Assesing	Kopaz	0.48	26,261	VACANT	0.48	27,457
FINANCE TECHNICIAN	Treasurer	Vacant	0.48	26,518	ASYA NOVAKOVA	0.48	27,996
ASST VIDEOGRAPHER	IT	WAYNE BURNS	0.35		WAYNE BURNS	0.35	10,713
NETWORK & TECH. SERVICES DIRECTOR	IT	Caton	0.48	44,460	JEFFREY CATON	0.48	45,794
Subtotal Part-Time Salaries			1.79	97,239	1.78		111,959
<b>Temporary/Seasonal Salaries</b>							
IT INTERN	IT	VACANT	0.20	9,975	VARIOUS PERSONS	0.38	11,700
Subtotal Temporary Salaries				9,975			11,700
<b>Overtime</b>							
None							
Subtotal Overtime Salaries				-			-
<b>GRAND TOTAL SALARIES</b>			<b>12.15</b>	<b>\$ 923,307</b>	<b>13.34</b>		<b>\$ 1,050,171</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET**

Municipal Finance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
<b>TOTAL OPERATING BUDGET</b>								

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

MUNICIPAL FINANCE BUDGET

Town Accountant Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	46,000	46,000	44,000	40,000	41,000	38,800
011352	531000	Town Audit - contract service	46,000	46,000	44,000	40,000	41,000	38,800
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	1,900	1,900	1,401	677	50	1,046
011352	573000	Mileage	250	250	1	677		316
011352	578000	Staff Development - annual accts. Conference & certification (2@825)	1,650	1,650	1,400		50	730
	573000	DUES & MEMBERSHIPS	130	130	240	90	110	65
011352	573000	Dues & Memberships - MMAAA (2@45) C&I Accts. (2@20)	130	130	240	90	110	65
	574000	OTHER CHARGES & EXPENSES						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 48,030</b>	<b>\$ 48,030</b>	<b>\$ 45,641</b>	<b>\$ 40,767</b>	<b>\$ 41,160</b>	<b>\$ 39,911</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET**

Treasurer/Collector Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>35,545</b>	<b>27,835</b>	<b>20,335</b>	<b>30,240</b>	<b>17,913</b>	<b>16,663</b>
011452	531000	Tax Title Attorney Services	10,000	7,500	10,000	20,103	13,376	9,687
011452	530000	Professional & Technical	21,145	16,335	6,335	5,565	4,537	6,976
		Pers Prop (3,000 @ .22*2)	1,500	1,320	1,320			
		Real Estate (6,500 @ .22 * 2)	3,250	2,860	2,860			
		Demands (500 @ .37)	185	185	185			
		MV & Boat (8,000 @ .22)	2,000	1,760	1,760			
		Payroll Service	14,000	10,000				
		Binding of Commitment Book ( 3 @ 70)	210	210	210			
011452	530027	Bank Fees - lockbox	4,400	4,000	4,000	4,572		
	<b>534000</b>	<b>COMMUNICATION</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>165</b>	<b>19</b>	<b>22</b>
011452	534400	Legal Advertisements (Tax Title Notices)	60	60	60	165	19	22
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>1,025</b>	<b>1,025</b>	<b>1,025</b>	<b>81</b>	<b>1,059</b>	<b>882</b>
011452	542000	Office Supplies - Time cards, W2's/1099's, envelopes,misc.	1,025	1,025	1,025	81	1,059	882
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>1,900</b>	<b>1,900</b>	<b>1,900</b>	<b>1,406</b>	<b>295</b>	<b>247</b>
011452	571000	Travel - mileage for banking, meetings, MCTA training	1,400	1,400	1,400	1,406	295	247
011452	578000	MCTA annual conference/ C&I meeting fees (4 @ 50 *2)	500	500	500			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>130</b>	<b>130</b>	<b>100</b>
011452	573000	MCTA annual dues	100	100	100	130	130	100
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 38,630</b>	<b>\$ 30,920</b>	<b>\$ 23,420</b>	<b>\$ 32,022</b>	<b>\$ 19,416</b>	<b>\$ 17,914</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET**

Treasurer/Collector Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
<b>DEPARTMENT COMMENTS</b>								

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET**

Assessor's Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
<b>520000 PURCHASE OF SERVICES</b>								
<b>524000 REPAIRS &amp; MAINTENANCE</b>			<b>300</b>	<b>300</b>	<b>300</b>	<b>85</b>	<b>88</b>	<b>84</b>
011412	524600	<i>Vehicle Repairs</i>	300	300	300	85	88	84
<b>527000 RENTALS &amp; LEASES</b>								
<b>530000 PROFESSIONAL &amp; TECHNICAL</b>			<b>38,990</b>	<b>37,990</b>	<b>36,720</b>	<b>36,979</b>	<b>35,634</b>	<b>35,631</b>
011412	530000	<i>Professional Services</i>	38,990	37,990	36,720	36,979	35,634	35,631
		<i>IT Assistance for Assessing Values</i>	12,670	11,670	11,500			
		<i>Appraisal Assistance (Annual Reval Requirement)</i>	23,100	23,100	22,000			
		<i>Map Updates and Lamination (GIS)</i>	2,500	2,500	2,500			
		<i>Plans from Registry of Deeds (50@4)</i>		120	120			
		<i>Contract Assistance - Defense of Values (ATB, Abatements)</i>	600	600	600			
		<i>Misc services</i>	120					
<b>534000 COMMUNICATION</b>								
<b>535000 OPERATIONAL &amp; PROGRAM COSTS</b>								
<b>540000 SUPPLIES</b>			<b>2,580</b>	<b>2,730</b>	<b>1,185</b>	<b>442</b>	<b>92</b>	<b>40</b>
011412	542000	<i>Office Supplies</i>		525	525	442		40
		<i>Tablet replacement</i>	180	180	660		92	
		<i>Camera &amp; measuring equipment replacement</i>	450					
		<i>Postcard stock</i>	200					
		<i>Postcard postage for recertification</i>	1,750	2,025				
<b>560000 ASSESSMENTS</b>								
<b>571000 TRAVEL &amp; CONFERENCE</b>			<b>1,690</b>	<b>1,540</b>	<b>1,490</b>	<b>1,031</b>	<b>1,524</b>	<b>837</b>
011412	571000	<i>Travel - mileage</i>	250	150	100		259	117
011412	578000	<i>Staff Development</i>	1,440	1,390	1,390	1,031	1,265	720
		<i>MAAO Course (2@300)</i>	550	550	550			
		<i>MAAO/BCAA Clerks Meeting (1 @ 50)</i>	50					

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET**

Assessor's Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		<i>MAAO Summer Conference</i>	200	200	200			
		<i>MAAO Clerks Meeting (2@50)</i>	100	100	100			
		<i>BCAA Meetings (2@40 * 3 staff)</i>	240	240	240			
		<i>BCAA Annual Meetings (6 @ 50)</i>	300	300	300			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>350</b>	<b>350</b>	<b>350</b>	<b>600</b>	<b>300</b>	<b>350</b>
011412	573000	<i>MAAO</i>	150	150	150	600	300	350
		<i>BCAA</i>	200	200	200			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>			<b>6,897</b>		<b>6,897</b>	<b>6,897</b>
011413	585101	<i>Vehcile Lease - Ford Escape</i>			6,897		6,897	6,897
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 43,910</b>	<b>\$ 42,910</b>	<b>\$ 46,942</b>	<b>\$ 39,137</b>	<b>\$ 44,535</b>	<b>\$ 43,839</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET**

IT Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>3,315</b>	<b>3,315</b>	<b>2,000</b>	<b>3,311</b>	<b>792</b>	<b>941</b>
011552	524000	Network and equipment R&M	3,315	3,315	2,000	3,311	792	941
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>156,970</b>	<b>155,578</b>	<b>131,347</b>	<b>118,319</b>	<b>129,558</b>	<b>112,035</b>
011552	530000	IT Project assistance (13 weeks @ 2.0 * 50 h pp)	13,000	13,000	12,500	8,646	43,119	18,668
011552	530100	Software licenses & contracts	143,970	142,578	118,847	109,673	86,439	93,367
		Financial Mgmt Syst. (MUNIS) annual hosting fee	49,817	44,500	38,049			
		MUNIS Upgrades & modules	11,000	11,000				
		Marlin Plotter - monthly cost \$267	3,621	3,621	3,204			
		People GIS (Map Online) - Annual maintenance fee	14,500	14,000	14,000			
		People GIS (Health Buildout/Development) (if needed)	1,500	7,500	7,500			
		Zoom licenses	2,000					
		Website hosting - Civic Plus	4,400	4,400	4,400			
		Video-On-Demand (Earth Channel) (now through Civic Plus)	5,200	10,000	10,000			
		Broadcast Pix annual support agreement	2,600					
		Vimeo monthly subscription	250					
		LaserFiche Annual support fee	1,724	1,724	1,724			
		eCode360 Annual Support Fee - (Clerk hosting webpage)	1,195	1,195	1,195			
		Bonsai Logic - Sticker sales annual support fee	2,500	7,000	7,000			
		Dropbox - annual fee	99	99	99			
		Contant Contact	500					
		Paradigm Software ( Transfer Station)	2,100	2,025	2,025			
		Phone System Contract:						
		Annual support fee	5,500	5,500	4,970			
		Additional charges	500	500	500			
		LHS Associates (Census, Voter Lists, Dog Licenses)	900	900	400			
		Backup/Disaster Recovery			417			

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET**

IT Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		<i>Team Viewer (# of seats @ \$xx)</i>	5,000					
		<i>VmWare</i>	7,950	7,950	7,200			
		<i>WebRoot anti-virus (150 seats @ \$xx)</i>	10,000	8,550	4,050			
		<i>Gov Connections (Sophos Firewall)</i>	6,775	6,775	6,775			
		<i>Fire House Software annual support (paid for out of FD budget)</i>		1,000	1,000			
		<i>SDI USA (Assessing Emulator TN3270)</i>	355	355	355			
		<i>Skype (\$7 per month)</i>	84	84	84			
		<i>Domain Name registration</i>	400	400	400			
		<i>ESRI annual support fee</i>	2,500	2,500	2,500			
		<i>Miscellaneous subscriptions/licenses</i>	1,000					
		<i>Channel 18 Hardware &amp; Software Support (various)</i>		1,000	1,000			
	<b>534000</b>	<b>COMMUNICATION</b>	<b>50,507</b>	<b>53,081</b>	<b>48,581</b>	<b>63,767</b>	<b>55,511</b>	<b>39,114</b>
011552	534000	<i>Communications</i>	50,507	53,081	48,581	63,767	55,511	39,114
		<i>Town Hall (28 lines outgoing, 4 modems) Verizon</i>						
		<i>Library</i>	1,500	900	900			
		<i>Town Hall</i>	14,300	10,800	10,800			
		<i>Police</i>	500	240	240			
		<i>Cell Phones</i>	958	612	612			
		<i>Partners Technology</i>	15,000	1,980	1,980			
		<i>Windstream (VOIP Phones)</i>		4,400	4,400			
		<i>Office 365 via Comcast</i>		15,000	15,000			
		<i>COA Internet Comcast</i>	1,749	1,749	1,749			
		<i>OpenCape Internet</i>	16,500	16,500	12,000			
		<i>Sprint (2 Hotspots, 1 Tablet) (FD pays for ambulance hotspots)</i>		900	900			
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>	<b>36,000</b>					
		<i>Office 365 subscription costs (# of seats x \$xx)</i>	20,000					
		<i>MS Teams addl. Licenses cost</i>	8,000					
		<i>MS Projects addl. Licenses costs</i>	8,000					

**FISCAL YEAR 2022 OPERATING BUDGET**  
**MUNICIPAL FINANCE BUDGET**

IT Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>540000</b>	<b>SUPPLIES</b>	<b>1,000</b>					
		<i>Channel 18/media supplies/software</i>	<i>1,000</i>					
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>800</b>	<b>800</b>	<b>800</b>		<b>142</b>	<b>40</b>
<i>011552</i>	<i>571000</i>	<i>Travel - 1000 miles @ .50 p/m</i>	<i>500</i>	<i>500</i>	<i>500</i>		<i>142</i>	<i>40</i>
<i>011552</i>	<i>578000</i>	<i>Staff Development</i>	<i>300</i>	<i>300</i>	<i>300</i>			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>						
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>					<b>19,739</b>	<b>25,443</b>
		<i>Encumbered misc. expense</i>					<i>19,739</i>	<i>943</i>
		<i>C.L.A.M.S network - moved to library</i>						<i>24,500</i>
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 248,592</b>	<b>\$ 212,774</b>	<b>\$ 182,728</b>	<b>\$ 185,397</b>	<b>\$ 205,742</b>	<b>\$ 177,573</b>

**DEPARTMENT COMMENTS**

Phones consolidated under Parnter's technology eff late FY 21, should result in long-term savings. Ch 18 supplies moved out of communications to supplies line item. Subscription costs for O365 moved to operational exp from licensing. MUNIS FMS annual support agreement is increasing and reflects quoted cost for FY 22. Zoom licensing was covered under CARES act funds, but will need to be carried by Town budget going forward - do not anticipate not having the remote meeting capability now that it is being widely used. Phone system costs have been significantly under budgeted for the last two years and on track for similar results for FY 21, \$10k increase to Partners reflects these actual costs. Hope to be able to reduce the phone budget in future years to reflect realization of long-term savings through consolidation of accounts via our town-wide fiber network.

License & support agreements changes to reflect actual amounts, or estimated increases per vendor confirmation.

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



TOWN CLERK & ELECTIONS BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN CLERK & ELECTIONS BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	134,291	123,925	105,715	148,507	173,458	177,182	166,382
SALARIES (PART-TIME)	25,580	25,748					
SALARIES (TEMPORARY)	10,277	10,277	8,639	7,818	5,638	4,864	6,107
OVERTIME							
<b>SALARY SUB TOTAL</b>	<b>\$ 170,148</b>	<b>\$ 159,950</b>	<b>\$ 114,354</b>	<b>\$ 156,325</b>	<b>\$ 179,096</b>	<b>\$ 182,046</b>	<b>\$ 172,489</b>
Town Clerk & Elections Expense	11,270	11,270	10,515	7,140	10,111	9,670	8,974
<b>EXPENSE SUB TOTAL</b>	<b>\$ 11,270</b>	<b>\$ 11,270</b>	<b>\$ 10,515</b>	<b>\$ 7,140</b>	<b>\$ 10,111</b>	<b>\$ 9,670</b>	<b>\$ 8,974</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 181,418</b>	<b>\$ 171,220</b>	<b>\$ 124,869</b>	<b>\$ 163,465</b>	<b>\$ 189,207</b>	<b>\$ 191,716</b>	<b>\$ 181,463</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN CLERK & ELECTIONS BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS			ACTUALS			
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	134,291	123,925	105,715	148,507	173,458	177,182	166,382
512000	SALARIES (PART-TIME)	25,580	25,748					
512500	SALARIES (TEMPORARY)	10,277	10,277	8,639	7,818	5,638	4,864	6,107
513000	OVERTIME							
	<b>SALARY SUB TOTAL</b>	<b>\$ 170,148</b>	<b>\$ 159,950</b>	<b>\$ 114,354</b>	<b>\$ 156,325</b>	<b>\$ 179,096</b>	<b>\$ 182,046</b>	<b>\$ 172,489</b>
520000	PURCHASE OF SERVICES							
524000	REPAIRS & MAINTENANCE							
527000	RENTALS & LEASES							
530000	PROFESSIONAL & TECHNICAL	5,090	5,090	5,090	1,910	5,053	4,053	3,672
534000	COMMUNICATION	80	80	80	33	16		16
535000	OPERATIONAL & PROGRAM COSTS							
540000	SUPPLIES	4,475	4,475	4,400	4,144	4,391	4,105	4,213
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE	1,050	1,050	520	613	481	162	419
573000	DUES & MEMBERSHIPS	575	575	425	440	170	1,350	653
574000	OTHER CHARGES & EXPENSES							
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 11,270</b>	<b>\$ 11,270</b>	<b>\$ 10,515</b>	<b>\$ 7,140</b>	<b>\$ 10,111</b>	<b>\$ 9,670</b>	<b>\$ 8,974</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 181,418</b>	<b>\$ 171,220</b>	<b>\$ 124,869</b>	<b>\$ 163,465</b>	<b>\$ 189,207</b>	<b>\$ 191,716</b>	<b>\$ 181,463</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

TOWN CLERK & ELECTIONS BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**

**TOWN CLERK & ELECTIONS BUDGET**

**Salary Expense Detail**

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
TOWN CLERK	CYNTHIA NICHOLSON	1.00	72,000	CYNTHIA NICHOLSON	1.00	80,000
ASSISTANT TOWN CLERK	LINDA SASSI	0.88	51,925	LINDA SASSI	0.88	54,291
Subtotal Full-Time Salaries		1.88	123,925		1.88	134,291
<b>Part-Time Salaries</b>						
ADMINISTRATIVE AIDE	ELIZABETH CARLSON JONES	0.48	25,748	ELIZABETH CARLSON JONES	0.48	25,580
Subtotal Part-Time Salaries		0.48	25,748		0.48	25,580
<b>Temporary/Seasonal Salaries</b>						
ELECTION WORKERS	VARIOUS PERSONS		10,277	VARIOUS PERSONS		10,277
Subtotal Temporary Salaries			10,277			10,277
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>		<b>2.36</b>	<b>\$ 159,950</b>		<b>2.35</b>	<b>\$ 170,148</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN CLERK & ELECTIONS BUDGET**

Town Clerk & Elections Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>5,090</b>	<b>5,090</b>	<b>5,090</b>	<b>1,910</b>	<b>5,053</b>	<b>4,053</b>
011612	530000	Professional and technical	5,090	5,090	5,090	1,910	5,053	4,053
		Binding & Record Preservation	1,500	1,500	1,500			
		Election Coding	3,590	3,590	3,590			
	<b>534000</b>	<b>COMMUNICATION</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>33</b>	<b>16</b>	
011612	542000	Legal Advertisements - by-law, fee revisions	80	80	80	33	16	
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>4,475</b>	<b>4,475</b>	<b>4,400</b>	<b>4,144</b>	<b>4,391</b>	<b>4,105</b>
011612	542000	Office Supplies/Ballots	4,475	4,475	4,400	4,144	4,391	4,105
		Special Forms, ledgers, license books, envelopes	300	300	225			
		Dog Tags, Census Printing	2,100	2,100	2,100			
		Election Ballots & Supplies	2,075	2,075	2,075			
		Special Handicap Ballots						
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>1,050</b>	<b>1,050</b>	<b>520</b>	<b>613</b>	<b>481</b>	<b>162</b>
011232	571000	Travel - mileage	500	500	270	613	301	162
011612	578000	Staff Development	550	550	250		180	
		Mass Clerks conference	150	150				
		Workshops	400	400	250		180	
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>575</b>	<b>575</b>	<b>425</b>	<b>440</b>	<b>170</b>	<b>1,350</b>
011232	573000	Dues & Memberships	575	575	425	440	170	1,350
		Mass Town Clerks Assoc.	75	75	75			
		NE Clerks Assoc	50	50	50			
		Cape & Islands Clerks Assoc	150	150	150			
		IIMC Membership	300	300	150			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						

**FISCAL YEAR 2022 OPERATING BUDGET**  
**TOWN CLERK & ELECTIONS BUDGET**

Town Clerk & Elections Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		<b>TOTAL OPERATING BUDGET</b>	\$ 11,270	\$ 11,270	\$ 10,515	\$ 7,140	\$ 10,111	\$ 9,670

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



## COMMUNITY DEVELOPMENT & INSPECTIONAL SERVICES BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY DEVELOPMENT & INSP. SERVICES BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	479,892	389,491	249,561	256,703	237,711	227,807	240,740
SALARIES (PART-TIME)	94,012	90,362	116,741	90,660	89,130	85,584	88,458
SALARIES (TEMPORARY)	25,000	45,300					
OVERTIME							
<b>SALARY SUB TOTAL</b>	<b>\$ 598,904</b>	<b>\$ 525,153</b>	<b>\$ 366,302</b>	<b>\$ 347,363</b>	<b>\$ 326,841</b>	<b>\$ 313,391</b>	<b>\$ 329,198</b>
COMMUNITY DEVELOPMENT EXPENSE	7,495	5,705	5,045	2,763	3,207	3,112	3,027
BUILDING INSPECTION EXPENSE	7,255	7,255	14,152	2,119	9,699	10,035	7,284
<b>EXPENSE SUB TOTAL</b>	<b>\$ 14,750</b>	<b>\$ 12,960</b>	<b>\$ 19,197</b>	<b>\$ 4,882</b>	<b>\$ 12,906</b>	<b>\$ 13,147</b>	<b>\$ 10,312</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 613,654</b>	<b>\$ 538,113</b>	<b>\$ 385,499</b>	<b>\$ 352,245</b>	<b>\$ 339,747</b>	<b>\$ 326,538</b>	<b>\$ 339,510</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY DEVELOPMENT & INSP. SERVICES BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS			ACTUALS			
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	479,892	389,491	249,561	256,703	237,711	227,807	240,740
512000	SALARIES (PART-TIME)	94,012	90,362	116,741	90,660	89,130	85,584	88,458
512500	SALARIES (TEMPORARY)	25,000	45,300					
513000	OVERTIME							
	<b>SALARY SUB TOTAL</b>	<b>\$ 598,904</b>	<b>\$ 525,153</b>	<b>\$ 366,302</b>	<b>\$ 347,363</b>	<b>\$ 326,841</b>	<b>\$ 313,391</b>	<b>\$ 329,198</b>
520000	PURCHASE OF SERVICES							
524000	REPAIRS & MAINTENANCE	300	300	300	87	462	283	277
527000	RENTALS & LEASES							
530000	PROFESSIONAL & TECHNICAL	3,650	2,250	2,250	742	423	279	481
534000	COMMUNICATION	4,060	4,100	3,440	1,560	1,709	2,951	2,073
535000	OPERATIONAL & PROGRAM COSTS							
540000	SUPPLIES	1,350	1,350	1,350	17	213	559	263
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE	4,050	4,050	4,050	1,891	2,126	1,525	1,847
573000	DUES & MEMBERSHIPS	1,340	910	910	585	1,077	722	795
574000	OTHER CHARGES & EXPENSES			6,897		6,896	6,828	4,575
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 14,750</b>	<b>\$ 12,960</b>	<b>\$ 19,197</b>	<b>\$ 4,882</b>	<b>\$ 12,906</b>	<b>\$ 13,147</b>	<b>\$ 10,312</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 613,654</b>	<b>\$ 538,113</b>	<b>\$ 385,499</b>	<b>\$ 352,245</b>	<b>\$ 339,747</b>	<b>\$ 326,538</b>	<b>\$ 339,510</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

COMMUNITY DEVELOPMENT & INSPECTIONAL SERVICES BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**

**COMMUNITY DEVELOPMENT & INSPECTIONAL SERVICES BUDGET**

**Salary Expense Detail**

	FY 2021 Budgeted			FY 2022 Budgeted			
	Name	FTE	Salary	Name	FTE	Salary	
<b>Full-Time Salaries</b>							
COMMUNITY DEV DIRECTOR	Comm.Dev.	PAUL LAGG	1.00	101,712	PAUL LAGG	1.00	107,383
PLANNER/ECONOMIC DEVELOPMENT SPECIALIST (NEW) AFFORDABLE HSG	Comm.Dev.	VACANT	0.88	56,978	LAUREN BARKER	0.88	90,657
CONSERVATION AGENT/ENV PLANNER	Comm.Dev.	VACANT	0.88	20,414	VACANT		36,000
ADMINISTRATIVE ASSISTANT	Comm.Dev.	DEBORAH COHEN	0.25	14,888	VACANT	0.63	49,764
ADMINISTRATIVE ASSISTANT	Bldg.Dept.	DEBORAH COHEN	0.63	37,219	DEBORAH COHEN	0.25	15,564
ADMINISTRATIVE ASSISTANT	Comm.Dev.	AMY BLAKESLEY	0.88	50,851	DEBORAH COHEN	0.63	38,909
INSPECTOR OF BUILDINGS	Bldg.Dept.	THOMAS WINGARD	0.88	107,429	AMY BLAKESLEY	0.88	53,163
					JUSTIN POST	0.88	88,452
<b>Subtotal Full-Time Salaries</b>			<b>5.40</b>	<b>389,491</b>		<b>5.13</b>	<b>479,892</b>
<b>Part-Time Salaries</b>							
WIRING INSPECTOR	Bldg.Dept.	WALLACE ADAMS	0.50	45,181	WALLACE ADAMS	0.50	47,006
GAS/PLUMBING INSPECTOR	Bldg.Dept.	SCOTT VAN RYSWOOD	0.50	45,181	SCOTT VAN RYSWOOD	0.50	47,006
<b>Subtotal Part-Time Salaries</b>			<b>1.00</b>	<b>90,362</b>		<b>1.00</b>	<b>94,012</b>
<b>Temporary/Seasonal Salaries</b>							
ALTERNATES, CALL-OUTS, ASSISTANCE	Bldg.Dept.	VARIOUS PERSONS		45,300	VARIOUS PERSONS		25,000
<b>Subtotal Temporary Salaries</b>				<b>45,300</b>			<b>25,000</b>
<b>Overtime</b>							
None							
<b>Subtotal Overtime Salaries</b>				<b>-</b>			<b>-</b>
<b>GRAND TOTAL SALARIES</b>			<b>6.40</b>	<b>\$ 525,153</b>	<b>6.13</b>		<b>\$ 598,904</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**COMMUNITY DEVELOPMENT & INSPECTIONAL SERVICES BUDGET**

Community Development Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>1,400</b>					
011992	530000	Professional and technical	1,400					
		Application assistance (people forms, plan implementation)	1,400					
	<b>534000</b>	<b>COMMUNICATION</b>	<b>3,460</b>	<b>3,500</b>	<b>2,840</b>	<b>1,260</b>	<b>1,409</b>	<b>2,222</b>
011752	534000	Communications				1,260	915	1,509
		Annual mailing costs for FEMA community rating system prg.		600	600			
		Data plan for 3 tablets		540	540			
		Cell stipend (1 phone @ \$25/mo)	700					
		Legal Ads (planning, zoning, conservation) \$90 per month	2,560	2,160	1,500		494	713
		Printing (Zoning by-laws, Subdivision Regs, Special size copies and forms)	200	200	200			
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>						
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,173</b>	<b>976</b>	<b>373</b>
011752	571000	Travel - 1,000 miles @ .50, site visits, workshops, meetings	500	500	500	1,173	976	373
		Staff Development: Regulatory Board member & staff training fees (CPTC)						
011752		Attending CPTC training for Board members on ZBA and PB to help understand roles ad responsibilities of positios and to maintain current knowledge of legal/regulatory requirements and best practices.	1,000	1,000	1,000			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>1,135</b>	<b>705</b>	<b>705</b>	<b>330</b>	<b>822</b>	<b>517</b>
011752	573000	Dues & Memberships	1,135	705	705	330	822	517
		Mass Federation Planning Board	100	100	100			
		Mass Federation Zoning Board	100	100	100			
		APA Membership/Planning Magazine/JAPA	305	305	305			
		MA Assoc of Conservation Commissions (MACC)	300					
		Flood Plain Mgrs Assn. 2@\$165)	330	200	200			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						

**FISCAL YEAR 2022 OPERATING BUDGET**

**COMMUNITY DEVELOPMENT & INSPECTIONAL SERVICES BUDGET**

Community Development Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
<b>TOTAL OPERATING BUDGET</b>			\$ 7,495	\$ 5,705	\$ 5,045	\$ 2,763	\$ 3,207	\$ 3,112

**DEPARTMENT COMMENTS**

11752	Increase to communications add 1 new tablet data plan for Conservation Agent	800
11752	Increase dues/memberships for CFM certifications	330
11752	Carried over for Cons comm assoc. membership	300
11752	Carried over to cover conservation comm legal ad fees	400

**FISCAL YEAR 2022 OPERATING BUDGET**

**COMMUNITY DEVELOPMENT & INSPECTIONAL SERVICES BUDGET**

Building Inspection Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>87</b>	<b>462</b>	<b>283</b>
012412	524600	Vehicle Repairs - Inspection, oil, cleaning	300	300	300	87	462	283
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>2,250</b>	<b>2,250</b>	<b>2,250</b>	<b>742</b>	<b>423</b>	<b>279</b>
012412	530000	Professional & Technical	2,250	2,250	2,250	742	423	279
	<b>534000</b>	<b>COMMUNICATION</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>300</b>	<b>300</b>	<b>729</b>
012412	534000	Communication - Cell phone stipends (\$75 per quarter)	300	300	300	300	300	729
012412	534600	Printing - special forms and permits	300	300	300			
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>1,350</b>	<b>1,350</b>	<b>1,350</b>	<b>17</b>	<b>213</b>	<b>559</b>
012412	540000	Building code & electrical books, misc equip.	1,350	1,350	1,350	17	213	559
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>2,550</b>	<b>2,550</b>	<b>2,550</b>	<b>718</b>	<b>1,150</b>	<b>1,152</b>
012412	571000	Travel	2,550	2,550	2,550	718	1,150	1,152
		Mileage	300	300	300			
		Conference fees	2,250	2,250	2,250			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>205</b>	<b>205</b>	<b>205</b>	<b>255</b>	<b>255</b>	<b>205</b>
011232	573000	Dues & Memberships	205	205	205	255	255	205
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>			<b>6,897</b>		<b>6,896</b>	<b>6,828</b>
012413	585101	Vehicle Leases			6,897		6,896	6,828
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 7,255</b>	<b>\$ 7,255</b>	<b>\$ 14,152</b>	<b>\$ 2,119</b>	<b>\$ 9,699</b>	<b>\$ 10,035</b>

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



PUBLIC SAFETY: POLICE DEPARTMENT BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY: POLICE DEPARTMENT BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	1,566,702	1,507,229	1,475,206	1,427,278	1,373,118	1,376,966	1,392,454
SALARIES (PART-TIME)	31,073	29,723	27,925	40,923	21,278	17,555	26,585
SALARIES (TEMPORARY)	15,500	15,500	15,500				
OVERTIME	258,560	258,560	258,920	166,786	280,380	239,866	229,011
<b>SALARY SUB TOTAL</b>	<b>\$ 1,871,835</b>	<b>\$ 1,811,012</b>	<b>\$ 1,777,551</b>	<b>\$ 1,634,987</b>	<b>\$ 1,674,776</b>	<b>\$ 1,634,387</b>	<b>\$ 1,648,050</b>
POLICE DEPARTMENT EXPENSE	118,494	129,135	197,677	193,987	170,859	160,420	175,089
ANIMAL CONTROL EXPENSE	37,750	37,750	7,750	7,500			2,500
EMERGENCY MANAGEMENT EXPENSE	1,000	1,000	1,000				
<b>EXPENSE SUB TOTAL</b>	<b>\$ 157,244</b>	<b>\$ 167,885</b>	<b>\$ 206,427</b>	<b>\$ 201,487</b>	<b>\$ 170,859</b>	<b>\$ 160,420</b>	<b>\$ 177,589</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 2,029,079</b>	<b>\$ 1,978,897</b>	<b>\$ 1,983,978</b>	<b>\$ 1,836,474</b>	<b>\$ 1,845,635</b>	<b>\$ 1,794,807</b>	<b>\$ 1,825,639</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY: POLICE DEPARTMENT BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS		ACTUALS				
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	1,566,702	1,507,229	1,475,206	1,427,278	1,373,118	1,376,966	1,392,454
512000	SALARIES (PART-TIME)	31,073	29,723	27,925	40,923	21,278	17,555	26,585
512500	SALARIES (TEMPORARY)	15,500	15,500	15,500				
513000	OVERTIME	258,560	258,560	258,920	166,786	280,380	239,866	229,011
	<b>SALARY SUB TOTAL</b>	<b>\$ 1,871,835</b>	<b>\$ 1,811,012</b>	<b>\$ 1,777,551</b>	<b>\$ 1,634,987</b>	<b>\$ 1,674,776</b>	<b>\$ 1,634,387</b>	<b>\$ 1,648,050</b>
520000	PURCHASE OF SERVICES	30,000	30,000					
524000	REPAIRS & MAINTENANCE	21,000	18,500	17,500	18,066	15,207	13,732	15,668
527000	RENTALS & LEASES							
530000	PROFESSIONAL & TECHNICAL	21,670	21,670	21,612	31,564	24,916	22,525	26,335
534000	COMMUNICATION	3,750	3,750	3,750	3,892	3,265	3,392	3,516
535000	OPERATIONAL & PROGRAM COSTS	8,300	8,300	7,900	4,672			1,557
540000	SUPPLIES	40,950	39,950	39,450	28,926	26,932	20,044	25,301
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE	25,800	25,700	24,700	22,455	25,709	14,620	20,928
573000	DUES & MEMBERSHIPS	5,774	5,774	5,274	5,913	5,531	3,669	5,038
574000	OTHER CHARGES & EXPENSES		14,241	86,241	85,999	69,299	82,438	79,245
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 157,244</b>	<b>\$ 167,885</b>	<b>\$ 206,427</b>	<b>\$ 201,487</b>	<b>\$ 170,859</b>	<b>\$ 160,420</b>	<b>\$ 177,589</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 2,029,079</b>	<b>\$ 1,978,897</b>	<b>\$ 1,983,978</b>	<b>\$ 1,836,474</b>	<b>\$ 1,845,635</b>	<b>\$ 1,794,807</b>	<b>\$ 1,825,639</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

PUBLIC SAFETY: POLICE DEPARTMENT BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY: POLICE DEPARTMENT BUDGET**

Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
CHIEF OF POLICE	EDWARD KULHAWIK	1.00	140,505	ADAM BOHANNON	1.00	141,605
DEPUTY POLICE CHIEF	ADAM BOHANNON	1.00	121,500	DANIEL DESCHAMPS	1.00	125,200
LIEUTENANT	ROBERT SCHNITZER	1.00	111,500	ROBERT SCHNITZER	1.00	111,600
SERGEANT 1	JOSHUA ADAMS	1.00	89,304	JOSHUA ADAMS	1.00	91,224
SERGEANT 2	REID BOOTH	1.00	101,195	REID BOOTH	1.00	103,306
SERGEANT 3	DANIEL DESCHAMPS	1.00	91,424	RYAN DAIGLE	1.00	96,284
SERGEANT 4	MARK HALEY	1.00	92,079	MARK HALEY	1.00	93,999
POLICE OFFICER 1	DANIEL BURNHAM	1.00	70,113	DANIEL BURNHAM	1.00	71,485
POLICE OFFICER 2	BRENDAN CRONIN	1.00	69,306	BRENDAN CRONIN	1.00	70,692
POLICE OFFICER 3	CARRIE DEANGELO	1.00	75,474	CARRIE DEANGELO	1.00	77,534
POLICE OFFICER 4	JACOB McGRATH	1.00	69,306	JACOB McGRATH	1.00	70,692
POLICE OFFICER 5	RYAN MELIA	1.00	68,613	RYAN MELIA	1.00	76,984
POLICE OFFICER 6	ANDI MURPHY (WILLIAM)	1.00	73,694	ANDI MURPHY (WILLIAM)	1.00	81,029
POLICE OFFICER 7	RICHARD PELLEGRINO	1.00	85,766	RICHARD PELLEGRINO	1.00	87,481
POLICE OFFICER 8	MARC PETERSEN	1.00	58,924	MARC PETERSEN	1.00	70,692
POLICE OFFICER 9	GREGORY PLANTE	1.00	82,335	GREGORY PLANTE	1.00	84,532
POLICE OFFICER 10	RYAN DAIGLE	1.00	64,172	VICTORIA WAGNER	1.00	70,692
UNALLOCATED HOLIDAY PAY			43,032			42,771
Timing			(1,013)			(1,100)
Subtotal Full-Time Salaries		17.00	1,507,229		17.00	1,566,702
<b>Part-Time Salaries</b>						
ADMINISTRATIVE ASSISTANT	JOAN BAKER	0.48	29,723	JOAN BAKER	0.48	31,073
Subtotal Part-Time Salaries		0.48	29,723		0.48	31,073
<b>Temporary/Seasonal Salaries</b>						
TEMPORARY ASSIGNMENTS	VARIOUS PERSONS		15,500	VARIOUS PERSONS		15,500
Subtotal Temporary Salaries			15,500			15,500
<b>Overtime</b>						
4300 hours of OT			258,560			258,560
Subtotal Overtime Salaries			258,560			258,560
<b>GRAND TOTAL SALARIES</b>		<b>17.48</b>	<b>\$ 1,811,012</b>		<b>17.48</b>	<b>\$ 1,871,835</b>

**DEPARTMENT COMMENTS**

\* FY 21 Salary amounts include pro-rated amount of dept wide allocation from Collective Bargaining article.

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY: POLICE DEPARTMENT BUDGET**

Police Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
<b>520000 PURCHASE OF SERVICES</b>								
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>21,000</b>	<b>18,500</b>	<b>17,500</b>	<b>18,066</b>	<b>15,207</b>	<b>13,732</b>
012102	524000	Repairs & maintenance	7,000	4,500	4,500	3,583	3,327	1,993
		Video equipment, radios, furniture, equipment: fingerprint, breathalizer	7,000	4,500	4,500	3,583	3,327	1,993
012102	524600	Vehicle Repairs - Inspection sticks, general maintenance	14,000	14,000	13,000	14,483	11,880	11,739
<b>527000 RENTALS &amp; LEASES</b>								
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>21,670</b>	<b>21,670</b>	<b>21,612</b>	<b>31,564</b>	<b>24,916</b>	<b>22,525</b>
011992	530000	Professional and technical	490	490	487	31,564	24,916	22,525
		Cole Directory	490	490	487			
012102	530100	Software licenses and contracts	21,180	21,180	21,125			
		CJIS System Software license	950	950	950			
		AED annual support	580	580	575			
		IMC annual support/license	18,550	18,550	18,550			
		Quest Hunter - booking camera	350	350	300			
		AM/PM Accreditation Software	750	750	750			
	<b>534000</b>	<b>COMMUNICATION</b>	<b>3,750</b>	<b>3,750</b>	<b>3,750</b>	<b>3,892</b>	<b>3,265</b>	<b>3,392</b>
012102	534000	Communication				3,892	3,265	3,392
		Cell Phones (50*12)	600	600	600			
		Verizon Car Wireless (4*49.98*12)	2,900	2,900	2,900			
012102	534200	Postae - 1200*.49	250	250	250			
012102	534400	Legal Advertisements						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>	<b>8,300</b>	<b>8,300</b>	<b>7,900</b>	<b>4,672</b>		
012102	535000	Taser Lease	4,400	4,400	4,000	4,672		

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY: POLICE DEPARTMENT BUDGET**

Police Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		<i>Code Red</i>	3,900	3,900	3,900			
	<b>540000</b>	<b>SUPPLIES</b>	<b>32,200</b>	<b>31,200</b>	<b>30,700</b>	<b>21,426</b>	<b>26,932</b>	<b>20,044</b>
012102	542000	<i>Office Supplies - Stationary, printing, forms, ticket books</i>	10,500	9,500	9,000	3,139	7,661	5,162
		<i>Gen supplies - stationary, printing, forms, ticket books</i>	4,000	4,000	3,500	3,139	3,323	2,311
		<i>Flares, batteries, first aid kits, flash lights, misc.</i>	5,500	5,500	5,500		4,338	2,851
		<i>Community Policing</i>	1,000					
012102	558500	<i>Uniforms</i>	21,700	21,700	21,700	18,287	19,271	14,882
		<i>Specialty Clothing - Academy &amp; Summer Specials @ \$1,500</i>	1,500	1,500	1,500			
		<i>17 Officers @ \$700</i>	11,900	11,900	11,900			
		<i>Recruit Clothing Academy</i>	6,000	6,000	6,000			
		<i>Misc Uniform</i>	2,300	2,300	2,300			
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>25,800</b>	<b>25,700</b>	<b>24,700</b>	<b>22,455</b>	<b>25,709</b>	<b>14,620</b>
012102	57800	<i>Staff Development</i>	25,800	25,700	24,700	22,455	24,009	14,620
		<i>Review Training, Supervisor Training, Specialized</i>	9,000	9,000	8,000			
		<i>Recruit Training Academy (3 * 3,000) Reimb. To GF</i>	9,000	9,000	9,000			
		<i>Firearms, Taser qualification</i>	6,000	6,000	6,000			
		<i>Chief, Annual Conference</i>	1,800	1,700	1,700		1,700	
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>5,774</b>	<b>5,774</b>	<b>5,274</b>	<b>5,913</b>	<b>5,531</b>	<b>3,669</b>
011232	573000	<i>Dues &amp; Memberships</i>	5,774	5,774	5,274	5,913	5,531	3,669
		<i>Cape Chiefs Assoc</i>	200	200	200			
		<i>Mass Chiefs Assoc</i>	799	799	799			
		<i>SRO</i>	100	100	100			
		<i>International Assoc of Police Chiefs</i>	150	150	150			
		<i>FBI National Academy</i>	125	125	125			
		<i>Mass Accredidation</i>	1,800	1,800	1,500			
		<i>Law Enforcment Council</i>	2,100	2,100	2,100			
		<i>NESPIN</i>	50	50	50			

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY: POLICE DEPARTMENT BUDGET**

Police Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		<i>Southeast Chiefs Association</i>	400	400	200			
		<i>National Assoc. Animal Officers</i>	50	50	50			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>		<b>14,241</b>	<b>86,241</b>	<b>85,999</b>	<b>69,299</b>	<b>82,438</b>
012102	585100	<i>Cruiser Replacement</i>			72,000	71,758	69,299	68,783
012103	585101	<i>Vehicle Lease - admin vehicle</i>		14,241	14,241	14,241		13,655
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 118,494</b>	<b>\$ 129,135</b>	<b>\$ 197,677</b>	<b>\$ 193,987</b>	<b>\$ 170,859</b>	<b>\$ 160,420</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**PUBLIC SAFETY: POLICE DEPARTMENT BUDGET**

**Animal Control Expense Detail**

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES	30,000	30,000				
		<i>IMA w/ Wellfleet, TOE share</i>	30,000	30,000				
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	7,750	7,750	7,750	7,500		
015192	540000	<i>Supplies</i>	7,750	7,750	7,750	7,500		
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 37,750</b>	<b>\$ 37,750</b>	<b>\$ 7,750</b>	<b>\$ 7,500</b>		

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**PUBLIC SAFETY: POLICE DEPARTMENT BUDGET**

Emergency Management Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	1,000	1,000	1,000			
012912	540000	Supplies	1,000	1,000	1,000			
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>			

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



## FIRE DEPARTMENT BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**FIRE DEPARTMENT BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	2,126,672	1,996,263	1,903,526	1,836,848	1,711,472	1,634,694	1,727,671
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)							
OVERTIME	467,477	467,477	462,037	460,735	203,663	386,464	350,287
<b>SALARY SUB TOTAL</b>	<b>\$ 2,594,149</b>	<b>\$ 2,463,740</b>	<b>\$ 2,365,563</b>	<b>\$ 2,297,583</b>	<b>\$ 1,915,135</b>	<b>\$ 2,021,158</b>	<b>\$ 2,077,959</b>
FIRE DEPARTMENT EXPENSE	205,035	206,029	340,419	296,131	194,581	442,892	311,201
<b>EXPENSE SUB TOTAL</b>	<b>\$ 205,035</b>	<b>\$ 206,029</b>	<b>\$ 340,419</b>	<b>\$ 296,131</b>	<b>\$ 194,581</b>	<b>\$ 442,892</b>	<b>\$ 311,201</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 2,799,184</b>	<b>\$ 2,669,769</b>	<b>\$ 2,705,982</b>	<b>\$ 2,593,714</b>	<b>\$ 2,109,716</b>	<b>\$ 2,464,050</b>	<b>\$ 2,389,160</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**FIRE DEPARTMENT BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS		ACTUALS				
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	2,126,672	1,996,263	1,903,526	1,836,848	1,711,472	1,634,694	1,727,671
512000	SALARIES (PART-TIME)							
512500	SALARIES (TEMPORARY)							
513000	OVERTIME	467,477	467,477	462,037	460,735	203,663	386,464	350,287
	<b>SALARY SUB TOTAL</b>	<b>\$ 2,594,149</b>	<b>\$ 2,463,740</b>	<b>\$ 2,365,563</b>	<b>\$ 2,297,583</b>	<b>\$ 1,915,135</b>	<b>\$ 2,021,158</b>	<b>\$ 2,077,959</b>
520000	PURCHASE OF SERVICES							
524000	REPAIRS & MAINTENANCE	50,100	48,300	43,300	46,188	57,529	40,891	48,203
527000	RENTALS & LEASES	2,700	4,700	4,700	2,312	4,282	2,929	3,174
530000	PROFESSIONAL & TECHNICAL	52,650	48,400	49,910	35,633	30,553	27,372	31,186
534000	COMMUNICATION	3,750	3,750	3,750	3,955	1,179	3,595	2,910
535000	OPERATIONAL & PROGRAM COSTS	1,500	1,300	1,300		1,300	1,300	867
540000	SUPPLIES	60,650	65,550	64,800	61,505	51,119	77,440	63,355
560000	ASSESSMENTS	9,600	9,914	9,914	8,918	10,135	9,545	9,533
571000	TRAVEL & CONFERENCE	22,600	22,600	6,100	5,346	6,469	4,278	5,364
573000	DUES & MEMBERSHIPS	1,485	1,515	1,515	10,433	1,515	1,515	4,488
574000	OTHER CHARGES & EXPENSES			155,130	121,841	30,500	274,027	142,123
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 205,035</b>	<b>\$ 206,029</b>	<b>\$ 340,419</b>	<b>\$ 296,131</b>	<b>\$ 194,581</b>	<b>\$ 442,892</b>	<b>\$ 311,201</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 2,799,184</b>	<b>\$ 2,669,769</b>	<b>\$ 2,705,982</b>	<b>\$ 2,593,714</b>	<b>\$ 2,109,716</b>	<b>\$ 2,464,050</b>	<b>\$ 2,389,160</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

FIRE DEPARTMENT BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**

**FIRE DEPARTMENT BUDGET**

**Salary Expense Detail**

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
FIRE CHIEF	KENT FARENKOPF	1.00	148,798	KENT FARENKOPF	1.00	148,799
DEPUTY FIRE CHIEF	DANIEL KEANE	1.00	109,722	DANIEL KEANE	1.00	125,000
CAPTAIN	LISA ALBINO	1.00	123,551	LISA ALBINO	1.00	129,041
CAPTAIN	CHARLES FRAZIER	1.00	109,408	CHARLES FRAZIER	1.00	113,717
CAPTAIN	KYLE MORSE	1.00	98,758	KYLE MORSE	1.00	100,803
CAPTAIN	WILLIAM PILTZECKER	1.00	101,474	WILLIAM PILTZECKER	1.00	105,470
FIREFIGHTER	BARBARA FRANCKE	1.00	60,388	BEN BARTOLINI	1.00	64,675
FIREFIGHTER	SAMUEL BLAKESEE	1.00	77,072	SAMUEL BLAKESEE	1.00	79,163
FIREFIGHTER	RYAN CALLAHAN	1.00	77,672	RYAN CALLAHAN	1.00	79,263
FIREFIGHTER	JESSE CAPPELLO	1.00	74,700	JESSE CAPPELLO	1.00	82,001
FIREFIGHTER	DAVID CLARK	1.00	61,862	DAVID CLARK	1.00	66,254
FIREFIGHTER	KURT FISHER	1.00	85,754	KURT FISHER	1.00	87,525
FIREFIGHTER	ERIC HILFERTY	1.00	78,047	ERIC HILFERTY	1.00	79,663
FIREFIGHTER	GLENN KINAHAN	1.00	60,388	GLENN KINAHAN	1.00	64,675
FIREFIGHTER	JAMES MCGRATH	1.00	72,663	JAMES MCGRATH	1.00	74,245
FIREFIGHTER	CONNOR McSHERA	1.00	64,808	CONNOR McSHERA	1.00	74,700
FIREFIGHTER	LAYTIN REIS	1.00	61,862	LAYTIN REIS	1.00	66,254
FIREFIGHTER	MICHAEL SPRAGUE	1.00	56,111	MICHAEL SPRAGUE	1.00	60,095
FIREFIGHTER	RACHEL TOPAL	1.00	85,829	RACHEL TOPAL	1.00	87,675
FIREFIGHTER	RYAN VAN BUSKIRK	1.00	89,932	RYAN VAN BUSKIRK	1.00	91,855
FIREFIGHTER	DONALD WATSON	1.00	79,824	DONALD WATSON	1.00	81,550
FIREFIGHTER	MAURICE WILEY	1.00	85,529	MAURICE WILEY	1.00	87,300
ADMINISTRATIVE ASSISTANT	SHERRI PORTEUS	0.88	57,106	SHERRI PORTEUS	0.88	59,559
SAFER Grant offset			(42,170)			
Holiday Pay (unallocated)			98,129			98,129
Lieutenant Increases			10,000			10,000
Anticipated Education Pay Increases			9,046			14,329
Captain Savings						(5,068)
<b>Subtotal Full-Time Salaries</b>		<b>22.88</b>	<b>1,996,263</b>		<b>22.88</b>	<b>2,126,672</b>
<b>Part-Time Salaries</b>						
None						
<b>Subtotal Part-Time Salaries</b>			<b>-</b>			<b>-</b>

<b>Temporary/Seasonal Salaries</b>		
Subtotal Temporary Salaries	-	-
<b>Overtime</b>		
Shift fill & call back	467,477	467,477
Subtotal Overtime Salaries	467,477	467,477
<b>GRAND TOTAL SALARIES</b>	<b>22.88 \$ 2,463,740</b>	<b>22.88 \$ 2,594,149</b>

<b>DEPARTMENT COMMENTS</b>
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**FISCAL YEAR 2022 OPERATING BUDGET**

**FIRE DEPARTMENT BUDGET**

Fire Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>50,100</b>	<b>48,300</b>	<b>43,300</b>	<b>46,188</b>	<b>57,529</b>	<b>40,891</b>
012202	524000	Repair & Maintenance - Sprinkler & Fire Pump Test & certification	6,000	5,200	5,200	5,391	2,391	5,125
012202	524600	Vehicle Repairs	37,000	36,000	31,000	36,338	48,560	30,208
		Regular Engine Service, Squad 1 - Admin Vehicle, Ambulance (2), Service Vehicle	36,000	35,000	30,000	36,338	48,560	30,208
		Tune ups & regular service, plus one major breakdown & Engine pump & chassis						
		Vehicle Inspections MA DOT	1,000	1,000	1,000			
012202	54100	Boat Repair & Winterization	7,100	7,100	7,100	4,459	6,578	5,558
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>	<b>2,700</b>	<b>4,700</b>	<b>4,700</b>	<b>2,312</b>	<b>4,282</b>	<b>2,929</b>
012202	527000	Rentals & leases				2,312	4,282	2,929
		Oxygen Cylinder rental & supply & air service agreement	500	2,500	2,500			
		Ricoh copier lease	2,200	2,200	2,200			
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>52,650</b>	<b>48,400</b>	<b>49,910</b>	<b>35,633</b>	<b>30,553</b>	<b>27,372</b>
012202	530000	Professional and technical	38,550	40,600	40,160	35,633	30,553	27,372
		Air Pack Testing and repair/parts	2,500	2,500	3,000			
		Air Pressure System Contract and repair/parts	600	600	600			
		Physio Control annual support contract	6,000	5,050	4,700			
		Equipment testing - ladder/stretchers/stair chairs	1,200	1,200	1,200			
		Ambulance Billing contract	23,000	20,000	20,000			
		Fire Extinguisher testing	350	350	300			
		NFPA Fire Pump Service Test	800	800	800			
		Medicare Enrollment/Medical Physicals	2,000		560			
		Hose Testing	2,100	2,100	2,000			
		Mandated Infusion Pumps (2) each ambulance		8,000	7,000			
012202	530100	Software licenses and maintenance agreements	17,100	7,800	9,750			
		Firehouse software	6,000	1,500	4,000			
		IMC CAD System software	2,000	1,000	450			
		Image Trend Software	2,500	5,300	5,300			

**FISCAL YEAR 2022 OPERATING BUDGET**

**FIRE DEPARTMENT BUDGET**

Fire Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		<i>New hotspots and iPad plan for ambulances</i>	3,600					
	<b>534000</b>	<b>COMMUNICATION</b>	<b>3,750</b>	<b>3,750</b>	<b>3,750</b>	<b>3,955</b>	<b>1,179</b>	<b>3,595</b>
012202	534000	<i>Communication - cell phone stipends &amp; toughbooks</i>	3,000	3,000	3,000	3,836	1,070	2,935
		<i>Internet Access</i>						
012202	534200	<i>Postage - misc. stamps/postage</i>	100	100	100	16	55	57
012202	534600	<i>Printing - permits, etc.</i>	650	650	650	103	54	603
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>	<b>1,500</b>	<b>1,300</b>	<b>1,300</b>		<b>1,300</b>	<b>1,300</b>
012202	535000	<i>MA Ambulance Service license and Drug Registration license</i>	1,500	1,300	1,300		1,300	1,300
	<b>540000</b>	<b>SUPPLIES</b>	<b>60,650</b>	<b>65,550</b>	<b>64,800</b>	<b>61,505</b>	<b>51,119</b>	<b>77,440</b>
012202	542000	<i>Office Supplies - stationary, clerical supplies, copy paper</i>	2,600	2,600	2,600	1,135	1,813	2,553
012202	545000	<i>Custodial Supplies</i>	3,000	1,900	1,900	2,079	1,668	1,878
012202	548500	<i>Radio Parts/supplies - batteries/antennas, etc.</i>	1,000	1,000	1,000	160	98	
012202	550000	<i>Medical Supplies</i>	33,000	32,000	32,000	29,853	28,594	29,780
012202	550500	<i>Suppression Supplies - hand tools, attack lines, nozzles, foam</i>	3,000	5,000	5,000	1,426	4,341	7,574
012202	55100	<i>Educational Supplies - training programs, films, workshops</i>	500	500	500		110	
012202	551200	<i>Fire Prevention Public Education Supplies - misc books/pamphlets for distribution</i>	500	500	500		30	358
012202	558000	<i>Unclassified Expenses - ambulance controlled substance license, mis.</i>	400	400	400	556	622	397
012202	558500	<i>Uniforms</i>	14,650	14,650	13,900	15,613	11,264	16,926
012202	558600	<i>Protective Gear - Boots, gloves, hood replacements</i>	2,000	7,000	7,000	10,683	2,579	17,974
	<b>560000</b>	<b>ASSESSMENTS</b>	<b>9,600</b>	<b>9,914</b>	<b>9,914</b>	<b>8,918</b>	<b>10,135</b>	<b>9,545</b>
012202	560000	<i>Assessments</i>				8,918	10,135	9,545
		<i>CMED Assessment</i>	5,000	4,480	4,480			
		<i>C&amp;I EMS</i>	4,000	4,834	4,834			
		<i>SE MA Haz-Mat Assessment</i>	200	200	200			
		<i>Barnstable County Tech Team Assessment</i>	400	400	400			
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>22,600</b>	<b>22,600</b>	<b>6,100</b>	<b>5,346</b>	<b>6,469</b>	<b>4,278</b>
012202	571000	<i>Travel - mileage to training/meetings</i>	1,500	1,500	1,000	935	1,649	724
012202	573500	<i>Books - PDR, CMR, MGL, NFPA Updates and textbooks for training</i>	400	400	400	536	352	314

**FISCAL YEAR 2022 OPERATING BUDGET**

**FIRE DEPARTMENT BUDGET**

Fire Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
012202	578000	Staff Development - Chief/Deputy Conference, + 1,200 for new hire training	4,700	4,700	4,700	3,875	4,468	3,240
012202	519100	New Hire Training costs Housing for 10 weeks of training, food, travel stipend, books, academy clothing, testing for one firefighter.	16,000	16,000				
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>1,485</b>	<b>1,515</b>	<b>1,515</b>	<b>10,433</b>	<b>1,515</b>	<b>1,515</b>
012202	573000	Dues & Memberships	1,485	1,515	1,515	10,433	1,515	1,515
		Barnstable County Chiefs Assoc	100	200	200			
		Fire Chiefs Assoc. of MA	500	445	445			
		International Assoc of Fire Chiefs	230	215	215			
		Fire Prevention/Investigation Assoc. of MA	150	150	150			
		National Fire Protection Assoc.	175	175	175			
		Cape & Islands Fire Prevention	30	30	30			
		Employee Assistance Program	300	300	300			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>			<b>155,130</b>	<b>121,841</b>	<b>30,500</b>	<b>274,027</b>
012203	585101	Vehicle Leases			155,130	120,129	30,301	272,064
		Forestry Truck			89,677			
		Radio Replacements			35,000			
		Admin Vehicles			30,453			
012204	558040	Encumbered Expense				1,712	199	1,963
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 205,035</b>	<b>\$ 206,029</b>	<b>\$ 340,419</b>	<b>\$ 296,131</b>	<b>\$ 194,581</b>	<b>\$ 442,892</b>

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



PUBLIC SAFETY DISPATCHING BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY DISPATCHING BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	332,025	336,264	321,110	321,369	307,651	297,046	308,689
SALARIES (PART-TIME)				806	736	353	632
SALARIES (TEMPORARY)	8,250	8,250	8,250				
OVERTIME	58,155	58,155	58,155	55,755	29,907	62,387	49,350
<b>SALARY SUB TOTAL</b>	<b>\$ 398,430</b>	<b>\$ 402,669</b>	<b>\$ 387,515</b>	<b>\$ 377,930</b>	<b>\$ 338,294</b>	<b>\$ 359,786</b>	<b>\$ 358,670</b>
Dispatch Expense	4,200	3,200	2,700	1,145	245	1,215	868
<b>EXPENSE SUB TOTAL</b>	<b>\$ 4,200</b>	<b>\$ 3,200</b>	<b>\$ 2,700</b>	<b>\$ 1,145</b>	<b>\$ 245</b>	<b>\$ 1,215</b>	<b>\$ 868</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 402,630</b>	<b>\$ 405,869</b>	<b>\$ 390,215</b>	<b>\$ 379,075</b>	<b>\$ 338,539</b>	<b>\$ 361,001</b>	<b>\$ 359,538</b>

Reduced salary reflects retirement of a long-time employee, replacement at lower cost.

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY DISPATCHING BUDGET SUMMARY - BY ACCOUNT**

		BUDGETS			ACTUALS			
OBJECT	DESCRIPTION	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	332,025	336,264	321,110	321,369	307,651	297,046	308,689
512000	SALARIES (PART-TIME)							
512500	SALARIES (TEMPORARY)	8,250	8,250	8,250	806	736	353	632
513000	OVERTIME	58,155	58,155	58,155	55,755	29,907	62,387	49,350
	<b>SALARY SUB TOTAL</b>	<b>\$ 398,430</b>	<b>\$ 402,669</b>	<b>\$ 387,515</b>	<b>\$ 377,930</b>	<b>\$ 338,294</b>	<b>\$ 359,786</b>	<b>\$ 358,670</b>
520000	PURCHASE OF SERVICES							
524000	REPAIRS & MAINTENANCE	1,000						
527000	RENTALS & LEASES							
530000	PROFESSIONAL & TECHNICAL							
534000	COMMUNICATION							
535000	OPERATIONAL & PROGRAM COSTS							
540000	SUPPLIES	2,500	2,500	2,000	1,145	245	1,123	838
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE	700	700	700			92	31
573000	DUES & MEMBERSHIPS							
574000	OTHER CHARGES & EXPENSES							
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 4,200</b>	<b>\$ 3,200</b>	<b>\$ 2,700</b>	<b>\$ 1,145</b>	<b>\$ 245</b>	<b>\$ 1,215</b>	<b>\$ 868</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 402,630</b>	<b>\$ 405,869</b>	<b>\$ 390,215</b>	<b>\$ 379,075</b>	<b>\$ 338,539</b>	<b>\$ 361,001</b>	<b>\$ 359,538</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

PUBLIC SAFETY DISPATCHING BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY DISPATCHING BUDGET**

Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
REITRE 12/2/20	JULIE AUSTIN	1.00	71,088	JULIE AUSTIN		-
HEAD DISPATCHER/RECORDS CLERK	MELANIE BEAULIEU	1.00	68,064	MELANIE BEAULIEU	1.00	73,434
DISPATCHER	KERIANNE LEIDENFROST	1.00	67,639	KERIANNE LEIDENFROST	1.00	68,863
DISPATCHER	ANN SCHAEFER	1.00	66,664	ANN SCHAEFER	1.00	68,213
DISPATCHER	JACQUELINE SPRAGUE	1.00	61,609	JACQUELINE SPRAGUE	1.00	66,020
DISPATCHER				NEW DISPATCHER	1.00	52,167
Training/tuition			1,200			
SHIFT DIFFERENTIAL				SHIFT DIFFERENTIAL		3,328
Subtotal Full-Time Salaries		5.00	336,264		5.00	332,025
<b>Part-Time Salaries</b>						
None						
Subtotal Part-Time Salaries			-			-
<b>Temporary/Seasonal Salaries</b>						
TEMPORARY WORKERS			8,250	TEMPORARY WORKERS		8,250
Subtotal Temporary Salaries			8,250			8,250
<b>Overtime</b>						
OVERTIME			58,155			58,155
Subtotal Overtime Salaries			58,155			58,155
<b>GRAND TOTAL SALARIES</b>		<b>5.00</b>	<b>\$ 402,669</b>		<b>5.00</b>	<b>\$ 398,430</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC SAFETY DISPATCHING BUDGET**

Dispatching Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		<b>520000 PURCHASE OF SERVICES</b>						
		<b>524000 REPAIRS &amp; MAINTENANCE</b>	<b>1,000</b>					
012402	524000	<i>Repair/Maintenance/upgrades to dispatch equipmen (monitors, power supplies,</i>	1,000					
		<b>527000 RENTALS &amp; LEASES</b>						
		<b>530000 PROFESSIONAL &amp; TECHNICAL</b>						
		<b>534000 COMMUNICATION</b>						
		<b>535000 OPERATIONAL &amp; PROGRAM COSTS</b>						
		<b>540000 SUPPLIES</b>	<b>2,500</b>	<b>2,500</b>	<b>2,000</b>	<b>1,145</b>	<b>245</b>	<b>1,123</b>
012402	540000	<i>Office Supplies</i>	500	500	500	1,145		
012402	558500	<i>Uniforms (\$300*5 FT staff * 1 PT Staff)</i>	2,000	2,000	1,500		245	1,123
		<b>560000 ASSESSMENTS</b>						
		<b>571000 TRAVEL &amp; CONFERENCE</b>	<b>700</b>	<b>700</b>	<b>700</b>			<b>92</b>
012402	571000	<i>Travel</i>	300	300	300			
012402	578000	<i>Staff Development</i>	400	400	400			92
		<b>573000 DUES &amp; MEMBERSHIPS</b>						
		<b>574000 OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 4,200</b>	<b>\$ 3,200</b>	<b>\$ 2,700</b>	<b>\$ 1,145</b>	<b>\$ 245</b>	<b>\$ 1,215</b>

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



PUBLIC WORKS BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC WORKS BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	1,172,837	1,159,677	1,244,032	1,174,561	1,152,251	1,052,390	1,126,401
SALARIES (PART-TIME)	22,695	21,706	67,984	65,283	50,226	46,200	53,903
SALARIES (TEMPORARY)	68,250	27,390	2,229				
OVERTIME	25,281	22,527	22,028	26,169	37,711	39,427	34,436
<b>SALARY SUB TOTAL</b>	<b>\$ 1,289,063</b>	<b>\$ 1,231,300</b>	<b>\$ 1,336,273</b>	<b>\$ 1,266,013</b>	<b>\$ 1,240,188</b>	<b>\$ 1,138,017</b>	<b>\$ 1,214,739</b>
General Maintenance Expense	166,200	309,049	273,792	228,091	202,836	180,927	203,951
Municipal Building Expense	87,000	73,100	77,323	76,964	84,485	97,372	86,274
Snow & Ice Expense	83,104	83,104	83,104	40,341	36,779	75,676	50,932
Street Lights Expense	7,600	7,600	7,600	6,788	6,214	6,347	6,450
Waste Collection & Sanitation Expense	505,470	433,800	479,350	454,596	463,737	537,120	485,151
Tree Warden Expense	7,590	7,590	7,590			2,445	815
Natural Resources Expense	33,215	29,665	44,236	41,153	39,267	24,571	34,997
<b>EXPENSE SUB TOTAL</b>	<b>\$ 890,179</b>	<b>\$ 943,908</b>	<b>\$ 972,995</b>	<b>\$ 847,933</b>	<b>\$ 833,318</b>	<b>\$ 924,458</b>	<b>\$ 868,570</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 2,179,242</b>	<b>\$ 2,175,208</b>	<b>\$ 2,309,268</b>	<b>\$ 2,113,946</b>	<b>\$ 2,073,506</b>	<b>\$ 2,062,475</b>	<b>\$ 2,083,309</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC WORKS BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS			ACTUALS			
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	1,172,837	1,159,677	1,244,032	1,174,561	1,152,251	1,052,390	1,126,401
512000	SALARIES (PART-TIME)	22,695	21,706	67,984	65,283	50,226	46,200	53,903
512500	SALARIES (TEMPORARY)	68,250	27,390	2,229				
513000	OVERTIME	25,281	22,527	22,028	26,169	37,711	39,427	34,436
	<b>SALARY SUB TOTAL</b>	<b>\$ 1,289,063</b>	<b>\$ 1,231,300</b>	<b>\$ 1,336,273</b>	<b>\$ 1,266,013</b>	<b>\$ 1,240,188</b>	<b>\$ 1,138,017</b>	<b>\$ 1,214,739</b>
520000	PURCHASE OF SERVICES	494,720	417,200	441,600	437,015	411,602	402,390	417,002
524000	REPAIRS & MAINTENANCE	63,600	75,600	85,800	59,323	48,643	67,929	58,632
527000	RENTALS & LEASES	11,400	6,400	2,400	15,800	9,330	10,350	11,827
530000	PROFESSIONAL & TECHNICAL	90,360	73,660	94,305	63,105	108,876	213,439	128,473
534000	COMMUNICATION	6,000	5,850	5,454	2,755	2,337	2,406	2,499
535000	OPERATIONAL & PROGRAM COSTS	16,500	15,100	15,100	5,514	9,945	10,572	8,677
540000	SUPPLIES	108,264	102,414	112,637	105,363	77,523	100,251	94,379
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE	4,000	4,000	2,725	3,226	3,440	2,120	2,929
573000	DUES & MEMBERSHIPS	1,135	1,135	1,338	663	445	769	626
574000	OTHER CHARGES & EXPENSES	70,000	218,349	187,436	149,173	141,928	94,978	128,693
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 865,979</b>	<b>\$ 919,708</b>	<b>\$ 948,795</b>	<b>\$ 841,937</b>	<b>\$ 814,069</b>	<b>\$ 905,204</b>	<b>\$ 853,737</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 2,155,042</b>	<b>\$ 2,151,008</b>	<b>\$ 2,285,068</b>	<b>\$ 2,107,950</b>	<b>\$ 2,054,257</b>	<b>\$ 2,043,221</b>	<b>\$ 2,068,476</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

PUBLIC WORKS BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**

**PUBLIC WORKS BUDGET**

**Salary Expense Detail**

			FY 2021 Budgeted			FY 2022 Budgeted		
			Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>								
SUPERINTENDENT OF PUBLIC WORKS	DPW		SILVIO GENAO	1.00	116,813	SILVIO GENAO	1.00	122,138
DEPUTY SUPT.-retirement	DPW		MARTIN MICKLE		36,534	MARTIN MICKLE		-
OPERATIONS MANAGER/GENERAL FOREMAN	DPW		RONALD SIMONS	1.00	75,795	RONALD SIMONS	1.00	79,664
HEAVY MOTOR EQUIPMENT OPERATOR	DPW		BRIAN HOLMES	1.00	59,030	BRIAN HOLMES	1.00	62,026
HEAVY MOTOR EQUIPMENT OPERATOR	DPW		JEFFREY PETERS	1.00	73,078	JEFFREY PETERS	1.00	75,379
HEAVY MOTOR EQUIPMENT OPERATOR	DPW		SCOTT SANTOS	1.00	57,304	SCOTT SANTOS	1.00	60,216
HEAVY MOTOR EQUIPMENT OPERATOR	DPW		CHARLES YOUNG	1.00	71,050	CHARLES YOUNG	1.00	73,929
ADMINISTRATIVE ASSISTANT	DPW		VICTORIA REIS	0.88	53,417	VICTORIA REIS	0.88	55,838
WORKING FOREMAN - HIGHWAY DIV	DPW		VACANT	1.00	62,879	VACANT	1.00	66,082
DPW OUT OF GRADE PAY	DPW		VARIOUS PERSONS		3,000	VARIOUS PERSONS		3,000
WORKING FOREMAN	SANITATION		BARRY CLIFFORD	1.00	81,369	BARRY CLIFFORD	1.00	83,838
SKILLED LABORER	SANITATION		JAMES GOODRICH	1.00	57,600	JAMES GOODRICH	1.00	60,542
SKILLED LABORER	SANITATION		STEPHEN HEBENSTRE	1.00	53,664	STEPHEN HEBENSTREIT	1.00	56,410
MOTOR EQUIPMENT OPERATOR	SANITATION		VACANT	1.00	50,846	VACANT	1.00	54,060
SANITATION HOLIDAY	SANITATION				2,423			2,423
SENIOR NAT RES OFFICER	NAT. RES.		MICHAEL O'CONNOR	1.00	78,199	MICHAEL O'CONNOR	1.00	80,636
SHELLFISH CONSTABLE	NAT. RES.		NICOLE PAINE	1.00	61,672	NICOLE PAINE	1.00	64,813
HARBORMASTER	NAT. RES.		SCOTT RICHARDS	1.00	61,672	SCOTT RICHARDS	1.00	64,813
HOLIDAY PAY	NAT. RES.				1,427			1,427
CUSTODIAN I	MUNI BLDGS		RONALD CORMIER	1.00	53,898	RONALD CORMIER	1.00	55,412
CUSTODIAN I	MUNI BLDGS		AARON CARROLL	1.00	48,006	AARON CARROLL	1.00	50,191
<b>Subtotal Full-Time Salaries</b>				<b>16.88</b>	<b>1,159,677</b>	<b>16.88</b>	<b>1,172,837</b>	
<b>Part-Time Salaries</b>								
CUSTODIAN I	MUNI BLDGS	VACANT		0.48	21,706	VACANT	0.48	22,695
<b>Subtotal Part-Time Salaries</b>				<b>0.48</b>	<b>21,706</b>	<b>0.48</b>	<b>22,695</b>	
<b>Temporary/Seasonal Salaries</b>								
LONG TERM SEA/NR/TRANS STATION/HW	DPW				3,000			
DPW TEMP/SEASONAL	DPW				10,890	SEASONAL (2 in FY22)		25,200

SANITATION TEMP/SEASONAL	SANITATION	7,500	25,200
NATURAL RESOURCES TEMP/SEASONAL	NAT. RES.	6,000	17,850
Subtotal Temporary Salaries		27,390	68,250
<b>Overtime</b>			
DPW OVERTIME		7,258	10,000
SANITATION OVERTIME		12,352	12,352
NATURAL RESOURCES OVERTIME		2,229	2,229
MUNICIPAL BLDGS OVERTIME		688	700
Subtotal Overtime Salaries		22,527	25,281
<b>GRAND TOTAL SALARIES</b>		<b>17.35 \$ 1,231,300</b>	<b>17.35 \$ 1,289,063</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC WORKS BUDGET**

General Maintenance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>26,000</b>	<b>38,000</b>	<b>36,200</b>	<b>20,946</b>	<b>22,302</b>	<b>27,016</b>
014222	524000	Repairs & Maintenance - parts and service for tools & equipment	6,000	6,000	1,200	1,204	5,781	701
014222	524600	Vehicle Repairs - servicing of vehicles & large equipment	20,000	17,000	20,000	19,742	16,191	16,959
014222	529800	Contracted Services - drainage cleaning, road markings, etc.		15,000	15,000		330	9,356
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>	<b>10,000</b>	<b>5,000</b>	<b>1,000</b>	<b>15,800</b>	<b>7,530</b>	<b>8,550</b>
014222	527000	Rentals & leases - equipment rental for maintenance (bucket truck, etc.)	10,000	5,000	1,000	15,800	7,530	8,550
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>17,900</b>	<b>5,400</b>	<b>19,250</b>	<b>8,520</b>	<b>2,445</b>	<b>18,891</b>
014222	530000	Professional and technical - Surveying/engineering assistance	10,000	5,000	3,000	8,520	2,085	18,561
014222	530100	Asset Management Yearly Fee & Support (Work Order, Fleet Maintenance)	7,500					
		Specialized permitting			6,000			
		Screener Rental (now in Rentals and Leases)			10,000			
014222	531900	Employee Physicals	400	400	250		360	330
	<b>534000</b>	<b>COMMUNICATION</b>	<b>1,500</b>	<b>1,500</b>	<b>1,504</b>	<b>1,476</b>	<b>1,029</b>	<b>1,306</b>
014222	534000	Communication (2 phones @ \$45 p/m and 1 Tablet @ \$15 p/m)	1,300	1,300	1,260	1,476	1,029	1,298
014222	534200	Postage	100	100	44			
014222	534400	Legal Advertisements - Road Work Notices	100	100	200			8
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>37,800</b>	<b>37,800</b>	<b>41,248</b>	<b>44,745</b>	<b>40,453</b>	<b>28,362</b>
014222	540000	Office Supplies	700	700	400	819		
014222	543000	Building Maintenance Supplies - hand tools	1,200	1,200	1,000	177	1,179	768
014222	548000	Vehicle Supplies	22,700	18,000	18,000	22,387	23,981	14,960
014222	553000	Public Works Supplies - welding, sandbags, hoses, etc.	5,000	8,000	15,000	11,903	6,395	7,315
014222	553500	Restocking Supplies - bolts, bulbs, gloves, misc hardware	2,000	4,000	1,000	3,213	3,899	1,864
014222	553800	Unclassified Expenses - bucket truck rental	1,500	1,200	1,500	1,360	373	600
014222	558500	Uniforms	4,700	4,700	4,348	4,886	4,626	2,855
		Per union contract (\$10.50 * 6 * 52)	3,100	3,100	3,126			
		Boot Allowance ( \$150 * 7)	1,050	1,050	1,050			

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC WORKS BUDGET**

General Maintenance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		<i>Extra Coveralls (\$3.30 * 52)</i>	550	550	172			
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>2,500</b>	<b>2,500</b>	<b>1,225</b>	<b>1,847</b>	<b>2,545</b>	<b>1,589</b>
014222	571000	<i>Travel</i>			25			
014222	578000	<i>Staff Development - workshops, CEI's, certifications</i>	2,500	2,500	1,200	1,847	2,545	1,589
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>154</b>		<b>438</b>
011232	573000	<i>Dues &amp; Memberships - various organizations</i>	500	500	500	154		438
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>	<b>70,000</b>	<b>218,349</b>	<b>172,865</b>	<b>134,603</b>	<b>126,532</b>	<b>94,775</b>
014222	583900	<i>Drainage/Basins &amp; Repair - stormwater system maintenance &amp; materials (precast structures, Blocks, mortar, etc.)</i>	25,000	20,000	10,000	14,074	13,755	20,910
014222	584000	<i>Site Improvements - site maintenance services &amp; materials (Plantings, Irrigation, Signage)</i>	10,000	10,000	19,000	7,045	4,343	19,428
014222	585600	<i>Road Improvements - Road maintenance services &amp; materials (Road Paint, Signs, Asphalt, etc.)</i>	35,000	20,000	40,000	9,619	4,570	12,391
014223	585101	<i>Vehicle/Equipment Leases</i>		168,349	103,865	103,865	103,864	42,046
		<i>One Ton Dump Truck</i>						
		<i>Pickup Truck</i>			14,747	14,747		
		<i>Loader</i>		35,276				
		<i>Transfer Station Truck</i>		43,955				
		<i>10 Wheel Dump Truck</i>		40,000	40,000	40,000		
		<i>Sweeper (3 Year Lease)</i>		49,118	49,118	49,118		
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 166,200</b>	<b>\$ 309,049</b>	<b>\$ 273,792</b>	<b>\$ 228,091</b>	<b>\$ 202,836</b>	<b>\$ 180,927</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC WORKS BUDGET**

Municipal Buildings Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>10,600</b>	<b>10,600</b>	<b>2,600</b>	<b>12,453</b>	<b>8,872</b>	<b>12,365</b>
011932	524000	Repairs & maintenance	10,000	10,000	2,000	12,453	8,802	11,832
		Plumbing, electrical, custodial equipment service, etc.	10,000	10,000	2,000		8,802	11,832
011932	524600	Vehicle Repairs	600	600	600		70	533
		Tune-up, Sticker, Oil changes, etc. (2 Vehicles)	600	600	600		70	533
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>61,600</b>	<b>52,700</b>	<b>57,995</b>	<b>52,730</b>	<b>64,333</b>	<b>72,427</b>
011932	530000	Professional & Technical	61,600	49,700	57,995	52,730	64,333	72,427
		Library cleaning service contract (taken in-house)		10,200				
		Fire alarm testing, monitoring & service (8 Bldgs & windmill)	4,500	4,500				
		Fire Extinguisher (6 Bldgs & windmill)	2,000	2,000				
		Pest Control (7 Bldgs & windmill)	9,000	9,000				
		HVAC maintenance & repairs (8 Bldgs)	10,000	8,000				
		Generator maintenance contract (6 Bldgs, 2 Pump Stations)	3,000	3,000				
		Elevator/Lift Safety Test, Permit Fees (4 Bldgs)	8,000	7,000				
		Overhead Door Maintenance (3 Bldgs)	4,100	2,500				
		Wastewater Treatment Systems Inspection, Maintenance & Pumping	6,000	2,000				
		Electrician Services	7,000	1,500				
		Plumbing Services	7,000					
		Locksmith and Door Repair Services	1,000					
011932	530100	Software licenses and support agreements		3,000				
		Asset Management Software		3,000				
	<b>534000</b>	<b>COMMUNICATION</b>						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>14,800</b>	<b>9,800</b>	<b>16,525</b>	<b>11,781</b>	<b>10,454</b>	<b>12,377</b>
011932	543000	Building Maintenance Supplies - construction supplies for repairs to Bldgs & i	5,000	700	7,000	2,501	2,582	2,222
011932	545000	Custodial Supplies - soap, paper products, light bulbs, cleaning supply	5,000	5,000	5,600	4,567	3,457	5,981

**FISCAL YEAR 2022 OPERATING BUDGET**

**PUBLIC WORKS BUDGET**

Municipal Buildings Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
011932	548000	Vehicle Supplies - oil, fluids, maintenance	300	600	525	364		9
011932	558000	Unclassified Expenses - water bubbler and other misc. expenses	4,500	3,500	3,400	4,349	4,415	4,165
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>						
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>			<b>203</b>			
011932	573000	Dues & Memberships			203			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>					<b>826</b>	<b>203</b>
011934	558040	Encumbered Expense					826	203
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 87,000</b>	<b>\$ 73,100</b>	<b>\$ 77,323</b>	<b>\$ 76,964</b>	<b>\$ 84,485</b>	<b>\$ 97,372</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC WORKS BUDGET**

Snow & Ice Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
14231	513000	OVERTIME	24,200	24,200	24,200	5,996	19,249	19,254
	520000	PURCHASE OF SERVICES	15,000	15,000	15,000			10,701
014231	527100	Private road plowing	15,000	15,000	15,000			10,701
	524000	REPAIRS & MAINTENANCE	3,000	3,000	3,000	110		363
014231	524600	Repairs & maintenance - snow removal vehicles & equip.	3,000	3,000	3,000	110		363
	527000	RENTALS & LEASES	1,100	1,100	1,100		1,800	1,800
014231	52700	Rentals & leases - screener and other rentals	1,100	1,100	1,100		1,800	1,800
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	39,804	39,804	39,804	34,235	15,730	43,558
014231	548000	Vehcile Supplies - plow cutting edges, sander & equip. parts	7,899	2,004	2,004	5,952	6,055	5,797
014231	553000	Public Works Supplies - pre-treated salt (500 tons @ \$68.27) = 34,135, estimate	31,905	37,800	37,800	28,283	9,675	37,761
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 83,104</b>	<b>\$ 83,104</b>	<b>\$ 83,104</b>	<b>\$ 40,341</b>	<b>\$ 36,779</b>	<b>\$ 75,676</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**PUBLIC WORKS BUDGET**

Street Lights Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES	7,600	7,600	7,600	6,788	6,214	6,347
014242	521000	Energy	7,600	7,600	7,600	6,788	6,214	6,347
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 7,600</b>	<b>\$ 7,600</b>	<b>\$ 7,600</b>	<b>\$ 6,788</b>	<b>\$ 6,214</b>	<b>\$ 6,347</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**PUBLIC WORKS BUDGET**

**Waste Collection & Disposal Expense Detail**

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>	<b>472,120</b>	<b>394,600</b>	<b>419,000</b>	<b>430,227</b>	<b>405,388</b>	<b>385,342</b>
014332	529000	Waste Tipping Fee (SEMASS-Covanta 3,500 Tons @ AVG. \$76.32 per ton)	267,120	208,000	190,000	259,181	200,099	168,637
014332	529100	Recycling Transport	30,000	25,000	26,000	33,314	22,760	18,914
014332	529200	Hazardous Waste Removal	25,000	23,000	24,500	14,467	25,122	23,040
		Refridgerator Freon Removal/Disposal	5,000	5,000	24,500			
		Residentail Hazordous Waste Collection Events	10,000	10,000				
		Other waste - tires, electronics, waste oil, etc.	10,000	8,000				
014332	529300	Demolition Waste Removal - 700 Tons @ \$98 per Ton	70,000	68,600	110,000	46,581	93,989	116,276
014332	529800	Contracted Services - (Truck Hauling Contract)	80,000	70,000	68,500	76,684	63,418	58,475
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>20,000</b>	<b>20,000</b>	<b>40,000</b>	<b>14,878</b>	<b>11,855</b>	<b>23,722</b>
014332	524000	Repairs & maintenance	15,000	15,000	30,000	5,033	11,456	15,496
		Small Equipment & tools	5,000	5,000	30,000			
		R&M of Compactors	5,000	5,000				
		R&M of containers (steel patching, painting, etc.)	5,000	5,000				
014332	524600	Vehicle Repairs	5,000	5,000	10,000	9,845	399	8,226
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>3,350</b>	<b>8,050</b>	<b>9,550</b>	<b>1,855</b>	<b>42,098</b>	<b>119,761</b>
014332	530000	Professional & Technical	3,300	8,000	9,000	1,855	1,600	15,578
		Annual Third Party Inspection (Mass DEP Required)	3,000	3,000	2,500			
		Maintenance Program Development & Reporting	300	5,000	6,500			
014332	530025	IRA Immediate Response - moved to Health Budget					40,498	104,183
014332	531900	Employee Physicals	50	50	50			
014332	538000	Insect/Pest Control			500			
	<b>534000</b>	<b>COMMUNICATION</b>	<b>1,000</b>	<b>1,450</b>	<b>1,050</b>	<b>173</b>		<b>136</b>
014332	534400	Legal Advertisements	250	250	250	173		
014332	534600	Printing - landfill stickers, regulations, permits, tickets, receipts	750	1,200	800			136

**FISCAL YEAR 2022 OPERATING BUDGET**

**PUBLIC WORKS BUDGET**

Waste Collection & Disposal Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
<b>535000 OPERATIONAL &amp; PROGRAM COSTS</b>								
	<b>540000</b>	<b>SUPPLIES</b>	<b>8,700</b>	<b>9,400</b>	<b>9,450</b>	<b>7,463</b>	<b>4,396</b>	<b>8,159</b>
014332	542000	Office Supplies	250	150	150	231	149	113
014332	543000	Building Maintenance Supplies	200	200	200	1,481	64	
014332	548000	Vehicle Supplies - stickers, inspections, lubricants, tires	5,000	5,000	5,000	3,621	667	4,327
014332	553100	Litter Control Supplies (Beach, Harbor, Windmill, Visitor Trash bags)	700	1,500	1,700	146	740	1,289
014332	558500	Uniforms	2,550	2,550	2,400	1,984	2,776	2,430
		Uniform rental contract	1,600	1,600	2,000			
		Boots (3*150), gloves and misc.	950	950	400			
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>300</b>	<b>300</b>	<b>300</b>			
014332	571000	Travel						
014332	578000	Staff Development - licenses	300	300	300			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>						
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 505,470</b>	<b>\$ 433,800</b>	<b>\$ 479,350</b>	<b>\$ 454,596</b>	<b>\$ 463,737</b>	<b>\$ 537,120</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**PUBLIC WORKS BUDGET**

Tree Warden Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	7,510	7,510	7,510			2,360
		<i>Dutch Elm Disease (spraying)</i>	10	10	10			
		<i>Insect/Pest Control</i>	7,500	7,500	7,500			2,360
		<i>Tree Trimming</i>						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS	80	80	80			85
012942	573000	<i>Dues &amp; memberships - MA Tree Wardens Assoc.</i>	80	80	80			85
	574000	OTHER CHARGES & EXPENSES						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 7,590</b>	<b>\$ 7,590</b>	<b>\$ 7,590</b>			<b>\$ 2,445</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**PUBLIC WORKS BUDGET**

Natural Resources Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>10,936</b>	<b>5,614</b>	<b>4,463</b>
011722	524000	Repairs & Maintenance - boat, motors, copressor, small equip.	2,500	2,500	2,500	9,506	3,127	2,360
011722	524600	Vehicle Repairs - inspections, tires, misc. repair to trucks	1,500	1,500	1,500	1,430	2,487	2,103
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>	<b>300</b>	<b>300</b>	<b>300</b>			
011722	527000	Rentals & Leases - backhoe, stump grinder (3 hours @ \$50)	300	300	300			
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>						
	<b>534000</b>	<b>COMMUNICATION</b>	<b>3,500</b>	<b>2,900</b>	<b>2,900</b>	<b>1,106</b>	<b>1,308</b>	<b>964</b>
011722	534000	Communicatin (cell phone 1 @ \$25 p/m, Fax @ \$35 p/m)	1,000	700	700	120	370	300
011722	534200	Postage (1400 @.50 Rock Harbor wait list)	700	700	700	202		
011722	534400	Legal Advertisements	600	300	300	563	617	413
011722	534600	Printing - Shellfish Regulations, stickers, tickets, tide charts, mooring tags, etc.	1,200	1,200	1,200	221	321	251
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>	<b>16,500</b>	<b>15,100</b>	<b>15,100</b>	<b>5,514</b>	<b>9,945</b>	<b>10,572</b>
011722	535500	Propogation - Seed Clam, Quahog, QPX testing on relay clams (\$500per species)	14,500	14,500	14,500	2,575	8,845	10,088
011722	585700	Channel Buoys - Town Cove 4@ \$150 each	2,000	600	600	2,939	1,100	484
	<b>540000</b>	<b>SUPPLIES</b>	<b>7,160</b>	<b>5,610</b>	<b>5,610</b>	<b>7,139</b>	<b>6,490</b>	<b>7,795</b>
011722	542000	Office Supplies	700	900	900	669	1,033	1,077
011722	543000	Building Maintenance Supplies - Salt Pond House, Harbormaster Bldg.	150	150	150	615	74	21
011722	548000	Vehicle Supplies	1,500	1,500	1,500	1,296	2,874	743
011722	558000	Unclassified Expense - waders, water collection, gloves, radio parts, etc.	2,500	750	750	2,217	1,383	3,824
011722	558500	Uniforms	2,310	2,310	2,310	2,342	1,126	2,130
		4 FT Staff (\$365 per person)	1,460	1,460	1,460			
		Boat Allowance (\$150 per person)	600	600	600			
		4 Summer Seasonal/Wharfinger Shirts (\$250)	250	250	250			
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,379</b>	<b>895</b>	<b>531</b>
011722	578000	Staff Development - annual meetings	1,200	1,200	1,200	1,379	895	531
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>555</b>	<b>555</b>	<b>555</b>	<b>509</b>	<b>445</b>	<b>246</b>

**FISCAL YEAR 2022 OPERATING BUDGET**

**PUBLIC WORKS BUDGET**

Natural Resources Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
011722	573000	Dues & Memberships				509	445	246
		C&I Harbormaster Assoc	175	175	175			
		Mass Conservation Comm	180	180	180			
		Mass Assoc Shellfish Officers	200	200	200			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>			<b>14,571</b>	<b>14,570</b>	<b>14,570</b>	
011723	585101	Vehicle Leases			14,571	14,570	14,570	
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 33,215</b>	<b>\$ 29,665</b>	<b>\$ 44,236</b>	<b>\$ 41,153</b>	<b>\$ 39,267</b>	<b>\$ 24,571</b>

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



COMMUNITY SERVICES BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
Health & Environment Salaries	251,091	222,205	233,597	215,324	201,797	194,930	204,017
Council on Aging Salaries	249,461	236,232	271,715	263,933	246,789	229,847	246,856
Library Salaries	428,848	407,222	381,077	382,924	340,618	317,024	346,855
Beach & Recreation Salaries	384,606	304,816	355,192	301,944	320,833	274,882	299,220
<b>SALARY SUB TOTAL</b>	<b>\$ 1,314,006</b>	<b>\$ 1,170,475</b>	<b>\$ 1,241,581</b>	<b>\$ 1,164,125</b>	<b>\$ 1,110,037</b>	<b>\$ 1,016,683</b>	<b>\$ 1,096,948</b>
Health & Environment Expense	76,880	76,880	101,380	38,182	18,153	13,239	23,191
Council on Aging Expense	35,710	36,505	31,426	21,998	19,913	18,152	20,021
Library Expense	121,199	123,222	119,801	119,645	123,071	86,185	109,634
Beach & Recreation Expense	86,962	86,962	92,057	65,110	77,083	75,485	72,559
<b>EXPENSE SUB TOTAL</b>	<b>\$ 320,751</b>	<b>\$ 323,569</b>	<b>\$ 344,664</b>	<b>\$ 244,935</b>	<b>\$ 238,220</b>	<b>\$ 193,061</b>	<b>\$ 225,405</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 1,634,757</b>	<b>\$ 1,494,044</b>	<b>\$ 1,586,245</b>	<b>\$ 1,409,060</b>	<b>\$ 1,348,257</b>	<b>\$ 1,209,744</b>	<b>\$ 1,322,354</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS			ACTUALS			
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	1,004,249	956,544	982,370	928,763	874,281	807,783	870,276
512000	SALARIES (PART-TIME)	121,706	66,431	108,232	78,712	93,360	75,058	82,377
512500	SALARIES (TEMPORARY)	188,051	147,500	150,979	156,650	142,396	133,842	144,296
513000	OVERTIME							
	<b>SALARY SUB TOTAL</b>	<b>\$ 1,314,006</b>	<b>\$ 1,170,475</b>	<b>\$ 1,241,581</b>	<b>\$ 1,164,125</b>	<b>\$ 1,110,037</b>	<b>\$ 1,016,683</b>	<b>\$ 1,096,948</b>
520000	PURCHASE OF SERVICES							
524000	REPAIRS & MAINTENANCE	8,530	7,825	10,825	13,072	6,653	9,993	9,906
527000	RENTALS & LEASES	55,000	55,000	55,000	36,313	46,781	56,799	46,631
530000	PROFESSIONAL & TECHNICAL	95,585	97,608	118,833	59,776	40,043	12,405	37,408
534000	COMMUNICATION	13,250	13,250	13,200	10,742	9,861	8,652	9,752
535000	OPERATIONAL & PROGRAM COSTS	87,764	87,764	87,764	82,630	86,702	73,422	80,918
540000	SUPPLIES	34,607	26,107	25,832	22,241	23,234	16,780	20,752
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE	9,450	9,450	11,750	6,545	6,394	5,873	6,271
573000	DUES & MEMBERSHIPS	1,565	1,565	1,365	1,381	1,185	1,150	1,239
574000	OTHER CHARGES & EXPENSES	15,000	25,000	20,095	12,235	17,367	7,987	12,530
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 320,751</b>	<b>\$ 323,569</b>	<b>\$ 344,664</b>	<b>\$ 244,935</b>	<b>\$ 238,220</b>	<b>\$ 193,061</b>	<b>\$ 225,405</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 1,634,757</b>	<b>\$ 1,494,044</b>	<b>\$ 1,586,245</b>	<b>\$ 1,409,060</b>	<b>\$ 1,348,257</b>	<b>\$ 1,209,744</b>	<b>\$ 1,322,354</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

COMMUNITY SERVICES BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Health & Environment Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
HEALTH AGENT	JANE CROWLEY	1.00	105,625	JANE CROWLEY	1.00	110,468
ASST HEALTH AGENT	SUSAN BARKER	0.88	64,473	SUSAN BARKER	0.88	66,150
ADMINISTRATIVE ASSISTANT	SUSAN BARKER	0.88	52,107	KAREN CHIMWAZA	0.88	54,473
Subtotal Full-Time Salaries		2.75	222,205		2.75	231,091
<b>Part-Time Salaries</b>						
ADMINISTRATIVE AIDE (HSG INSP)	VACANT	0.38		VACANT	0.38	20,000
						-
Subtotal Part-Time Salaries		0.38	-		0.38	20,000
<b>Temporary/Seasonal Salaries</b>						
Subtotal Temporary Salaries			-			-
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>		<b>3.13</b>	<b>\$ 222,205</b>		<b>3.13</b>	<b>\$ 251,091</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Council on Aging Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
DIRECTOR-COUNCIL ON AGING	DOROTHY BURRITT	0.88	72,382	DOROTHY BURRITT	0.88	75,689
COMMUNITY OUTREACH COORDINATOR	CYNTHIA DUNHAM	0.88	54,817	CYNTHIA DUNHAM	0.88	57,338
COA ADULT DAY PROGRAM MANAGER	VACANT		-	VACANT		-
ADMINISTRATIVE ASSISTANT	MONICA KEEFE-HESS		52,106	MONICA KEEFE-HESS	0.88	55,838
ADC PROGRAM AIDE	JAMES SMALL	0.88	45,227	JAMES SMALL	0.88	47,284
SERVICES COORDINATOR				VACANT (NEW)	0.88	-
Subtotal Full-Time Salaries		2.63	224,532		4.38	236,149
<b>Part-Time Salaries</b>						
ADC Program Assistant (15 hours @ \$15.00)	VACANT			VACANT		-
ADC Program Coord/Chef (15@\$15 FY21; 16@ \$16 FY22)	KATHY GILL	0.38	11,700	KATHY GILL	0.40	13,312
Subtotal Part-Time Salaries		0.38	11,700		0.40	13,312
<b>Temporary/Seasonal Salaries</b>						
Subtotal Temporary Salaries			-			-
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>		<b>3.00</b>	<b>\$ 236,232</b>		<b>4.78</b>	<b>\$ 249,461</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Library Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
LIBRARY DIRECTOR	DEBRA DEJONKER-BERRY	0.88	83,287	DEBRA DEJONKER-BERRY	0.88	87,105
ASST DIRECTOR/ADULT SERVICES	KAREN MacDONALD	0.88	66,975	KAREN MacDONALD	0.88	70,047
YOUTH SERVICES LIBRARIAN	FRANCES McLOUGHLIN	0.88	60,833	FRANCES McLOUGHLIN	0.88	63,613
OUTREACH LIBRARIAN	MARIANNE SINOPOLI	0.88	52,107	MARIANNE SINOPOLI	0.88	54,473
TECHNICAL SERVICES LIBRARIAN	MELANIE FERNADES	0.88	48,376	MELANIE FERNADES	0.88	54,473
LIBRARY ASSISTANT	FREYA HEMLEY	0.88	47,356	FREYA HEMLEY	0.88	49,523
Subtotal Full-Time Salaries		5.25	358,934		5.25	379,234
<b>Part-Time Salaries</b>						
LIBRARY ASSISTANT	CORNELIA WELLS	0.48	27,808	CORNELIA WELLS	1.00	29,134
Subtotal Part-Time Salaries		0.48	27,808		1.00	29,134
<b>Temporary/Seasonal Salaries</b>						
WEEKEND HOURS			20,480			20,480
Subtotal Temporary Salaries			20,480			20,480
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>		<b>5.73</b>	<b>\$ 407,222</b>		<b>6.25</b>	<b>\$ 428,848</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Beach & Recreation Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
DIRECTOR BEACH/REC	CHRISTINE MICKLE	1.00	85,374	CHRISTINE MICKLE	1.00	89,301
ASST DIRECTOR BEACH/REC	JACOB CONGEL	1.00	65,499	JACOB CONGEL	1.00	68,474
Subtotal Full-Time Salaries		2.00	150,873	2.00	157,775	
<b>Part-Time Salaries</b>						
RECREATION PROGRAM COORDINATOR	STEPHANIE KOMICH	0.48	26,923	STEPHANIE KOMICH	1.00	59,260
Subtotal Part-Time Salaries		0.48	26,923	1.00	59,260	
<b>Temporary/Seasonal Salaries</b>						
SEASONAL - BEACH & MILL PGMS.	VARIOUS PERSONS	4.21	127,020	VARIOUS PERSONS	5.36	167,571
Subtotal Temporary Salaries			127,020		167,571	
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-		-	
<b>GRAND TOTAL SALARIES</b>		<b>6.69</b>	<b>\$ 304,816</b>	<b>8.36</b>	<b>\$ 384,606</b>	

**DEPARTMENT COMMENTS**

Proposed move of Recreation Program Coordinator to full time in FY 22 - approx. addl cost of 30,000, plus 30-40% for benefits in pension & ins. Budgets

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Health & Environment Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>54,000</b>	<b>54,000</b>	<b>79,000</b>	<b>25,739</b>	<b>1,708</b>	<b>1,011</b>
015112	53000	Professional and technical	54,000	54,000	79,000	25,739	1,708	1,011
		Nursing services at varying hourly rates	4,000	4,000	4,000	1,006	1,708	1,011
015112	530025	IRA Immediate Response	50,000	50,000	75,000	24,733		
	<b>534000</b>	<b>COMMUNICATION</b>	<b>1,580</b>	<b>1,580</b>	<b>1,580</b>	<b>1,097</b>	<b>729</b>	<b>566</b>
015112	534000	Communication - 1 mobile phone (\$40 *12)	480	480	480	981	610	437
015112	534400	Legal Advertisements - Hearings/BOH regs.	250	250	250	116	119	84
015112	534600	Printing	850	850	850			45
		Public Health Programs, forms for food insp., etc.						
		Educational materials (wastewater, fertilizer regs, water)						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>1,200</b>	<b>1,200</b>	<b>800</b>	<b>96</b>	<b>161</b>	<b>524</b>
015112	542000	Office Supplies - licenses, forms, etc.	1,000	1,000	600		122	348
015112	558000	Unclassified Expenses - expendables (dye, thermometer)	200	200	200	96	39	176
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>4,750</b>	<b>4,750</b>	<b>4,650</b>	<b>3,949</b>	<b>3,157</b>	<b>2,985</b>
011232	571000	Travel - mileage	4,000	4,000	3,600	2,921	3,157	2,985
		Conference Registration, meals, misc.			300			
015112	578000	Staff Development	750	750	750	1,028		
		Licenses, certifications (RS \$66, Soil E \$95)	200	200	200			
		Soil Evaluator Course Asst - 6 weeks	550	550	550			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>350</b>	<b>350</b>	<b>350</b>	<b>160</b>	<b>126</b>	<b>166</b>
011232	573000	Dues & Memberships - Mass Health Officers Assoc (2)	350	350	350	160	126	166
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>7,141</b>	<b>12,272</b>	<b>7,987</b>
015112	578500	Special Programs	14,000	14,000	14,000	480	12,057	7,585

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Health & Environment Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		<i>Data Tracking Program Updates</i>	1,000	1,000	1,000			
		<i>Septic Reminder Cards</i>	2,000	2,000	2,000			
		<i>WRAC/Pond Testing Program Supplies</i>	11,000	11,000	11,000	480	12,057	7,585
015112	578600	<i>Programs - Health</i>	1,000	1,000	1,000	6,661	215	
015112	558040	<i>Encumbered Misc. Expense</i>						402
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 76,880</b>	<b>\$ 76,880</b>	<b>\$ 101,380</b>	<b>\$ 38,182</b>	<b>\$ 18,153</b>	<b>\$ 13,239</b>

**DEPARTMENT COMMENTS**

\$10K request in Prof & Tech Public Health Svcs may come from COVID funds but if not will be provided for from outside of the Operating Budget.

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Council on Aging Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>5,030</b>	<b>4,325</b>	<b>6,325</b>	<b>5,310</b>	<b>2,314</b>	<b>3,420</b>
015412	524000	Repairs & Maintenance - elevator, exits, fire alarms, pest control	1,000	1,000	3,000	2,346	536	604
015412	524600	Vehicle Repairs	4,030	3,325	3,325	2,964	1,778	2,816
		MA State Inspection	210	175	175			
		Oil Changes (every 3 months)	1,080	900	900			
		Tire Rotations (every 6 months)	540	450	450			
		Tire Replacements (Avg. 4 year)	600	500	500			
		General Repairs	1,600	1,300	1,300			
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>2,300</b>	<b>2,300</b>	<b>2,446</b>	<b>2,115</b>	<b>1,826</b>	<b>1,976</b>
015412	530000	Professional & Technical	2,300	2,300	2,446	2,115	1,826	1,976
		Day Center Program	1,200	1,200	1,200			
		Music Licenses - ASCAP, BMI, Video	850	850	846			
		Other	250	250	400			
	<b>534000</b>	<b>COMMUNICATION</b>	<b>5,030</b>	<b>5,030</b>	<b>4,980</b>	<b>3,739</b>	<b>3,347</b>	<b>2,007</b>
015412	534000	Communication - cell phones (38 * 5 * 12)	2,280	2,280	2,280	2,175	945	
015412	534200	Postage - newsletter	2,750	2,750	2,700	1,564	2,402	2,007
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>18,250</b>	<b>9,750</b>	<b>10,375</b>	<b>7,733</b>	<b>9,057</b>	<b>7,651</b>
015412	542000	Office Supplies - computer, stationary, toner, paper	2,750	2,750	3,000	2,856	2,520	2,746
015412	543000	Building Maintenance Supplies	250	250	375			
015412	545000	Custodial Supplies	250	250	400			
015412	549000	Food Supplies (Breakfast & Lunch 3x per week)	6,000	6,000	6,000	4,316	6,437	4,905
015412	549000	Food/Containers Meal Program (3x per week)	8,500					
015412	557500	Special Supplies - Day Center	500	500	600	561	100	
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>4,450</b>	<b>4,450</b>	<b>6,850</b>	<b>2,505</b>	<b>2,935</b>	<b>2,664</b>

Day Center  
New Program - started  
in Sept

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Council on Aging Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
015412	571000	Travel	2,000	2,000	2,400	838	1,029	1,919
015412	578000	Staff Development	2,450	2,450	4,450	1,667	1,906	745
		CPR Certification (Staff/Drivers)	450	450	450			
		Conferences/Trainings/Meetings mileage (MCOA & NCOA)	2,000	2,000	4,000			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>650</b>	<b>650</b>	<b>450</b>	<b>596</b>	<b>434</b>	<b>434</b>
011232	573000	Dues & Memberships	650	650	450	596	434	434
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>		<b>10,000</b>				
015413	585101	Vehicle Leases - COA Van (Moved to Debt Service Budget in FY 22)		10,000				
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 35,710</b>	<b>\$ 36,505</b>	<b>\$ 31,426</b>	<b>\$ 21,998</b>	<b>\$ 19,913</b>	<b>\$ 18,152</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Library Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>1,000</b>	<b>1,000</b>	<b>2,000</b>	<b>4,001</b>	<b>1,996</b>	<b>2,156</b>
016102	524000	Repairs & maintenance - Climate control system maintenance, security system contracts	1,000	1,000	2,000	4,001	1,996	2,156
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>26,385</b>	<b>28,408</b>	<b>24,487</b>	<b>23,762</b>	<b>29,879</b>	<b>5,693</b>
016102	530100	Software licenses and Agreements					4,704	5,693
		Reservation software	1,650	1,650	1,650	1,595	1,304	
		C.L..A.M.S.	24,735	26,758	22,837	22,167	23,871	
	<b>534000</b>	<b>COMMUNICATION</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>	<b>1,163</b>	<b>642</b>	<b>1,091</b>
016102	534000	Communicate - website hosting/domain name registration	1,000	1,000	1,000	1,097	600	1,001
016102	534200	Postage	100	100	100	66	42	90
016102	534600	Printing						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>	<b>87,764</b>	<b>87,764</b>	<b>87,764</b>	<b>82,630</b>	<b>86,702</b>	<b>73,422</b>
016102	558000	Books & Other Circulating Materials	87,764	87,764	87,764	82,630	86,702	73,422
	<b>540000</b>	<b>SUPPLIES</b>	<b>4,500</b>	<b>4,500</b>	<b>4,000</b>	<b>7,798</b>	<b>3,350</b>	<b>3,419</b>
016102	542000	Office Supplies	2,000	2,000	2,000	2,521	1,966	1,448
016102	543000	Building Maintenance Supplies	500	500		1,444		
016102	543000	Book Materials & Supplies	2,000	2,000	2,000	3,833	1,384	1,971
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>91</b>	<b>302</b>	<b>224</b>
016102	571000	Travel	250	250	250	91	302	224
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>180</b>
016102	573000	Dues & Memberships - digital commonwealth	200	200	200	200	200	180
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 121,199</b>	<b>\$ 123,222</b>	<b>\$ 119,801</b>	<b>\$ 119,645</b>	<b>\$ 123,071</b>	<b>\$ 86,185</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Library Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL

**DEPARTMENT COMMENTS**

558000 - Materials - state materials requirement is 19% or \$107,522. The Friends of the Library supplement this line bringing us to the 19% needed.  
 (Friends FY21 provided \$28,250)

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Beach & Recreation Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
<b>520000 PURCHASE OF SERVICES</b>								
<b>524000 REPAIRS &amp; MAINTENANCE</b>			<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>3,761</b>	<b>2,343</b>	<b>4,417</b>
016352	524000	Repairs & Maintenance - Lifeguard stands, Gate Sheds, Fence posts & rails	700	700	700	64	1,777	3,418
016352	524600	Vehcile Repairs - Tires, inspections, stickers	1,800	1,800	1,800	3,697	566	999
<b>527000 RENTALS &amp; LEASES</b>			<b>55,000</b>	<b>55,000</b>	<b>55,000</b>	<b>36,313</b>	<b>46,781</b>	<b>56,799</b>
016352	527000	RENTALS & LEASES	55,000	55,000	55,000	36,313	46,781	56,799
		Tight Tank pumping	7,500	7,500	7,500			
		Copier lease						
		Sandcastles	47,500	47,500	47,500			
<b>530000 PROFESSIONAL &amp; TECHNICAL</b>			<b>12,900</b>	<b>12,900</b>	<b>12,900</b>	<b>8,160</b>	<b>6,630</b>	<b>3,725</b>
016352	530000	Professional & Technical				8,160	6,630	3,725
		Skatebpard Park Support	4,200	4,200	4,200			
		Field Maintenance (irrigation, Fertilizer, mowing)	2,000	2,000	2,000			
		Recreation Official Fees	6,700	6,700	6,700			
<b>534000 COMMUNICATION</b>			<b>5,540</b>	<b>5,540</b>	<b>5,540</b>	<b>4,743</b>	<b>5,143</b>	<b>4,988</b>
016352	534000	Communication - cell phones (misc. minutes, Dir/Asst 1 * \$25 * 12 + 1 * \$30 * 12	1,140	1,140	1,140	1,787	906	869
016352	534400	Legal Advertisements						
016352	534600	Printing - Stickers, information, tickets, applications (mooring, beach, dump)	4,400	4,400	4,400	2,956	4,237	4,119
<b>535000 OPERATIONAL &amp; PROGRAM COSTS</b>								
<b>540000 SUPPLIES</b>			<b>10,657</b>	<b>10,657</b>	<b>10,657</b>	<b>6,614</b>	<b>10,666</b>	<b>5,186</b>
016352	542000	Office Supplies - tickets, score pads	400	400	400	916	892	198
016352	543000	Building Maintenance Supplies - gate keeper shack, bathhouses	2,000	2,000	2,000	107	355	1,242
016352	545000	Custodial supplies - air freshner, cleaning, mops, brooms	1,300	1,300	1,300	2,115	1,228	245
016352	558500	Uniforms - lifeguards (350) Attendants (640) T-shirts (4,667)	5,657	5,657	5,657		8,191	3,501
016352	558000	Unclassified Expenses - Beach Chairs, umbrellas, keys, signs, etc.	1,300	1,300	1,300	3,476		

**FISCAL YEAR 2022 OPERATING BUDGET**  
**COMMUNITY SERVICES BUDGET**

Beach & Recreation Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
<i>Sports equipment, balls, nets, whistles, etc (funded through Revolving Acct)</i>								
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>						
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>365</b>	<b>365</b>	<b>365</b>	<b>425</b>	<b>425</b>	<b>370</b>
016352	573000	<i>Dues &amp; Memberships</i>				425	425	370
		<i>MASS Park &amp; Recreation Assoc.</i>	200	200	200			
		<i>National Park &amp; Recreation Assoc.</i>	165	165	165			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>			<b>5,095</b>	<b>5,094</b>	<b>5,095</b>	
016353	585101	<i>Vehicle Lease - Chevy 2wd Truck</i>			5,095	5,094	5,095	
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 86,962</b>	<b>\$ 86,962</b>	<b>\$ 92,057</b>	<b>\$ 65,110</b>	<b>\$ 77,083</b>	<b>\$ 75,485</b>

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



UNALLOCATED EXPENDITURES BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**UNALLOCATED EXPENDITURES BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)							
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)							
OVERTIME							
<b>SALARY SUB TOTAL</b>							
Energy & Fuels Expense	361,750	328,600	288,854	258,166	288,759	226,539	257,821
General Liability Insurance	460,932	432,800	377,500	375,549	326,873	304,806	335,743
Employee Pension	1,921,317	1,863,068	1,769,636	1,709,450	1,525,157	1,475,637	1,570,081
Employee Insurance	2,878,287	2,731,430	2,681,500	2,536,807	2,577,665	2,445,279	2,519,917
Employment Costs Expenses	39,350	14,350	16,850	9,865	16,373	15,787	14,008
Veterans Service Expense & Benefits	63,064	57,392	37,400	52,400	51,868	36,035	46,768
Human Service Contracts *	622,850	622,850	129,850	99,600	127,350	109,260	112,070
<b>EXPENSE SUB TOTAL</b>	<b>\$ 6,347,549</b>	<b>\$ 6,050,490</b>	<b>\$ 5,301,590</b>	<b>\$ 5,041,837</b>	<b>\$ 4,914,045</b>	<b>\$ 4,613,343</b>	<b>\$ 4,856,408</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 6,347,549</b>	<b>\$ 6,050,490</b>	<b>\$ 5,301,590</b>	<b>\$ 5,041,837</b>	<b>\$ 4,914,045</b>	<b>\$ 4,613,343</b>	<b>\$ 4,856,408</b>

\* Human Service contracts line item prior year amount includes \$492,500 added representing the Family Support Package override.

**FISCAL YEAR 2022 OPERATING BUDGET**  
**UNALLOCATED EXPENDITURES BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS			ACTUALS			
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)							
512000	SALARIES (PART-TIME)							
512500	SALARIES (TEMPORARY)							
513000	OVERTIME							
	<b>SALARY SUB TOTAL</b>							
520000	PURCHASE OF SERVICES	145,650	120,000	120,000	119,491	131,713	101,412	117,539
524000	REPAIRS & MAINTENANCE							
527000	RENTALS & LEASES							
530000	PROFESSIONAL & TECHNICAL	12,500	5,000	5,000	5,140	5,092	7,473	5,902
534000	COMMUNICATION							
535000	OPERATIONAL & PROGRAM COSTS							
540000	SUPPLIES	210,450	210,450	170,704	139,387	158,624	127,321	141,777
560000	ASSESSMENTS	1,944,380	1,885,460	1,790,036	1,730,476	1,545,494	1,495,690	1,590,553
571000	TRAVEL & CONFERENCE							
573000	DUES & MEMBERSHIPS							
574000	OTHER CHARGES & EXPENSES	4,009,569	3,829,580	3,215,850	3,047,343	3,073,122	2,881,447	3,000,637
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 6,322,549</b>	<b>\$ 6,050,490</b>	<b>\$ 5,301,590</b>	<b>\$ 5,041,837</b>	<b>\$ 4,914,045</b>	<b>\$ 4,613,343</b>	<b>\$ 4,856,408</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 6,322,549</b>	<b>\$ 6,050,490</b>	<b>\$ 5,301,590</b>	<b>\$ 5,041,837</b>	<b>\$ 4,914,045</b>	<b>\$ 4,613,343</b>	<b>\$ 4,856,408</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

UNALLOCATED EXPENDITURES BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**  
**UNALLOCATED EXPENDITURES BUDGET**

Salary Expense Detail

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
Salary Adjustment Account						
Subtotal Full-Time Salaries			-			-
<b>Part-Time Salaries</b>						
None						
Subtotal Part-Time Salaries			-			-
<b>Temporary/Seasonal Salaries</b>						
Subtotal Temporary Salaries			-			-
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>			<b>\$ -</b>			<b>\$ -</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**UNALLOCATED EXPENDITURES BUDGET**

Energy & Fuel Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>	<b>145,650</b>	<b>120,000</b>	<b>120,000</b>	<b>119,491</b>	<b>131,713</b>	<b>101,412</b>
011942	521000	Energy				119,491	131,713	101,412
		Town Hall	39,000	39,000	39,000			
		DPW/Sanitation	5,000	5,000	5,000			
		Police	23,000	23,000	23,000			
		Fire	16,000	16,000	16,000			
		Natural Resources	1,350	1,350	1,350			
		COA	7,500	7,500	7,500			
		Library	10,000	10,000	10,000			
		Beach	3,800	3,800	3,800			
		Adjustment to actual usage/Anticipated impact of rate increase	40,000	14,350	14,350			
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>7,500</b>					
011992	530000	Professional and technical -Utility Bill Management	7,500					
	<b>534000</b>	<b>COMMUNICATION</b>						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>208,600</b>	<b>208,600</b>	<b>168,854</b>	<b>138,675</b>	<b>157,046</b>	<b>125,127</b>
011942	541000	Fuel - 2.22419 Gal.	100,000	100,000	78,635	138,675	78,595	57,796
011942	541200	Natural Gas/Heating Oil	58,000	58,000	58,000		36,629	34,692
		Police	6,500	6,500	6,500			
		Fire	5,000	5,000	5,000			
		COA	3,000	3,000	3,000			
		Library	4,000	4,000	4,000			
		Town Hall/Rec Bldg.	39,500	39,500	39,500			
011942	541500	Diesel - 1.415 Gal (17,500)	50,600	50,600	32,219		41,822	32,639
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>						
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>						

**FISCAL YEAR 2022 OPERATING BUDGET**

**UNALLOCATED EXPENDITURES BUDGET**

Energy & Fuel Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	574000	OTHER CHARGES & EXPENSES						
		<b>TOTAL OPERATING BUDGET</b>	<b>\$ 361,750</b>	<b>\$ 328,600</b>	<b>\$ 288,854</b>	<b>\$ 258,166</b>	<b>\$ 288,759</b>	<b>\$ 226,539</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**UNALLOCATED EXPENDITURES BUDGET**

Property & Liability Insurance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	460,932	432,800	377,500	375,549	326,873	304,806
019412	574000	Deductibles	41,003	38,500	38,500	375,549	7,369	995
019412	574100	Public Official Liability	21,300	20,000	23,000		14,852	14,083
019412	574101	General Liability	22,685	21,300	15,000		16,687	10,934
019412	574102	Umbrella Liability	5,858	5,500	4,500		3,294	3,294
019412	574200	Workers Comp Liability - Town	58,575	55,000	45,000		84,120	50,417
019412	574200	Workers Comp Liability - School	31,950	30,000	27,000			
019412	574300	Police/Fire Liability	10,650	10,000	10,000		9,326	9,326
019412	574500	Police/Fire Accident Liability	63,900	60,000	60,000		52,454	47,937
019412	574600	Property Protection Liability	116,937	109,800	85,000		72,020	101,938
019412	574601	Automobile Liability	80,940	76,000	64,000		61,001	60,226
019412	574602	Boiler & Machinery Liability	2,556	2,400	1,200		1,900	1,900
019412	574900	Marina Ops Liability	4,580	4,300	4,300		3,850	3,756
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 460,932</b>	<b>\$ 432,800</b>	<b>\$ 377,500</b>	<b>\$ 375,549</b>	<b>\$ 326,873</b>	<b>\$ 304,806</b>

**DEPARTMENT COMMENTS**

Initial planning estimate of 6.5%

**FISCAL YEAR 2022 OPERATING BUDGET**  
**UNALLOCATED EXPENDITURES BUDGET**

Employee Pension & Insurance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS	1,921,317	1,863,068	1,769,636	1,709,450	1,525,157	1,475,637
019111	517700	Barnstable County Retirement Assoc. pension assessment	1,921,317	1,863,068	1,769,636	1,709,450	1,525,157	1,475,637
		Regular Assessment	1,878,083	1,820,635	1,742,011			
		Early Retirement Incentive Charge	26,302	28,309	27,220			
		Tri Town Retirement Charges	49,529	46,725	44,500			
		Safer Grant Offset			(12,900)			
		Early Pay Discount	(32,597)	(32,601)	(31,195)			
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	2,878,287	2,731,430	2,681,500	2,536,807	2,577,665	2,445,279
019131	517200	Unemployment Insurance	20,000	20,000	20,000		19,788	13,079
019141	517500	Employee Health Insurance Benefits	2,678,287	2,546,430	2,496,500	2,536,807	2,407,464	2,290,565
019141	519000	Medicare	180,000	165,000	165,000		150,413	141,635
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 4,799,604</b>	<b>\$ 4,594,498</b>	<b>\$ 4,451,136</b>	<b>\$ 4,246,257</b>	<b>\$ 4,102,822</b>	<b>\$ 3,920,916</b>

**DEPARTMENT COMMENTS**

Planning estimate of 7.5% for health insurance; nominal increase in medicare based upon salary increases; 6.0% for County Retirement

**FISCAL YEAR 2022 OPERATING BUDGET**  
**UNALLOCATED EXPENDITURES BUDGET**

Employment Costs Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	510000	SALARY ADJUSTMENT ACCOUNT	25,000					
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	5,000	5,000	5,000	5,140	5,092	7,473
019102	531900	Employee Physicals - new hire physicals and employee medical tests	5,000	5,000	5,000	5,140	5,092	7,473
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	1,850	1,850	1,850	712	1,578	2,194
019102	558500	Uniforms - Town Shirts	1,850	1,850	1,850	712	1,578	2,194
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	7,500	7,500	10,000	4,013	9,703	6,120
019102	519100	Training & Tuition - town-wide training assistance fund	7,500	7,500	10,000	4,013	9,703	6,120
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 39,350</b>	<b>\$ 14,350</b>	<b>\$ 16,850</b>	<b>\$ 9,865</b>	<b>\$ 16,373</b>	<b>\$ 15,787</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**UNALLOCATED EXPENDITURES BUDGET**

Veteran Services Expense & Benefits Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS	23,064	22,392	20,400	21,026	20,337	20,053
015432	569000	<i>Veteran's District Assesment</i>	23,064	22,392	20,400	21,026	20,337	20,053
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	40,000	35,000	17,000	31,374	31,531	15,982
015432	577000	<i>Veteran Benefits</i>	40,000	35,000	17,000	31,374	31,531	15,982
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 63,064</b>	<b>\$ 57,392</b>	<b>\$ 37,400</b>	<b>\$ 52,400</b>	<b>\$ 51,868</b>	<b>\$ 36,035</b>

**DEPARTMENT COMMENTS**

Planning estimate of 3% for assessment, plus nominal increase in benefits due to anticipated higher utilization

**FISCAL YEAR 2022 OPERATING BUDGET**  
**UNALLOCATED EXPENDITURES BUDGET**

Human Service Contract Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>						
	<b>534000</b>	<b>COMMUNICATION</b>						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>						
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>						
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>						
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>	<b>622,850</b>	<b>622,850</b>	<b>129,850</b>	<b>99,600</b>	<b>127,350</b>	<b>109,260</b>
015902	579004	CONSUMER ASSISTANCE COUNCIL	200	200	200	99,600	200	200
015902	579005	COUNCIL FOR HOMELESS	11,000	11,000	11,000		10,800	10,600
015902	579006	CMTE ON EARLY CHILDHOOD	16,000	16,000	16,000		16,000	16,000
015902	579007	INDPENDENCE HOUSE	6,500	6,500	6,500		6,300	6,200
015902	579010	LOWER CAPE OUTREACH COUNCIL	10,500	10,500	10,500		9,800	9,600
015902	579011	MASS-A-PEAL	2,700	2,700	2,700		2,700	2,567
015902	579012	CAPE ABILITIES	500	500	500		500	500
015902	579013	PROVINCETOWN AIDS SUPPORT	4,000	4,000	4,000		4,000	4,000
015902	579014	SIGHT LOSS SERVICES	1,500	1,500	1,500		1,200	1,067
015902	579015	CAPE COD CHILDREN'S PLACE	8,000	8,000	8,000		7,500	7,433
015902	579016	OUTER CAPE HEALTH SERVICES	2,500	2,500	2,500		4,000	4,000
015902	579018	GOSNOLD INC	500	500	500		50	500
015902	579020	HELPING OUR WOMEN	2,700	2,700	2,700		2,500	2,333
015902	579021	NAUSET TOGETHER WE CAN	2,000	2,000	2,000		3,000	3,000
015902	579022	ALZHEIMERS FAMILY SUPPORT	4,250	4,250	4,250		3,500	2,827
015902	579023	CAPE MEDIATION	500	500	500		300	100
015902	579025	FOOD 4 KIDS	2,000	2,000	1,500			

**FISCAL YEAR 2022 OPERATING BUDGET**  
**UNALLOCATED EXPENDITURES BUDGET**

Human Service Contract Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
015902	579024	NAVIGATOR PROGRAM	25,000	25,000	25,000		25,000	8,333
015902	NEW004	FOOD PANTRY	2,000	2,000				
		Eastham Chamber of Commerce	18,000	18,000	18,000		18,000	18,000
		Visitor Services Board	12,000	12,000	12,000		12,000	12,000
		Family Support Package Funding Plan	490,500	490,500				
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 622,850</b>	<b>\$ 622,850</b>	<b>\$ 129,850</b>	<b>\$ 99,600</b>	<b>\$ 127,350</b>	<b>\$ 109,260</b>

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



## DEBT SERVICE BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**DEBT SERVICE BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
EXEMPT DEBT - DEBT SERVICE	4,707,636	4,608,600	4,363,682	4,363,682	3,405,865	3,278,451	3,682,666
NON-EXEMPT DEBT - DEBT SERVICE	20,000	20,000	145,750	126,000	141,075	127,500	131,525
BORROWING COSTS & CHARGES	16,000	15,619	48,381		85,654	124,545	70,066
CAPITAL LEASE PAYMENTS	129,663						
<b>EXPENSE SUB TOTAL</b>	<b>\$ 4,873,299</b>	<b>\$ 4,644,219</b>	<b>\$ 4,557,813</b>	<b>\$ 4,489,682</b>	<b>\$ 3,632,594</b>	<b>\$ 3,530,496</b>	<b>\$ 3,884,257</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 4,873,299</b>	<b>\$ 4,644,219</b>	<b>\$ 4,557,813</b>	<b>\$ 4,489,682</b>	<b>\$ 3,632,594</b>	<b>\$ 3,530,496</b>	<b>\$ 3,884,257</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

DEBT SERVICE BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**

**DEBT SERVICE BUDGET**

Exempt Debt Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		003 - Title V T5-98-1006 Septic Loan		10,200	10,400	10,400	10,400	10,400
		004 - Title V 98-1006-1 Septic Loan	10,000	10,000	10,000	10,000	10,000	10,000
		005 - G.O. Water Bond		270,300	403,100	403,100	413,038	417,975
		006 - G.O. Library Bond	321,750	330,750	339,750	339,750	348,750	357,750
		007 - MCWT 15-01 (Water Bond)	1,199,729	1,199,524	1,199,324	1,199,324	1,199,129	1,198,939
		008 - Elementary School Refunding Bond	437,500	452,900	473,400	473,400	489,000	509,700
		009 - MCWT 15-01-A (Water Bond)	110,641	110,621	110,603	110,603	110,585	108,877
		010 - MCWT 16-02 (Water Bond)	493,604	494,721	832,621	832,621		
		011-01 Water System Bonds	270,894	270,694	272,374	272,374	272,894	275,334
		011-02 Rock Harbor Dredging	83,600	86,600	82,320	82,320	84,000	86,680
		011-03 Rock Harbor Dredging 2	11,700	6,900	7,100	7,100	7,300	7,500
		012 - MCWT DW-16-16 (Water Bond)	190,767	190,767	190,767	190,767	54,850	
		013-01 - TriTown Plant Demolition	91,450	89,825	93,075	93,075	14,273	
		013-02 - Salt Pond Wastewater Planning	39,875	41,625	38,250	38,250	4,325	
		013-03 - Salt Pond Drainage	18,350	18,850	19,350	19,350	4,614	
		013-04 - Rock Harbor Drainage & Engineering	17,550	18,050	18,120	18,120	4,219	
		013-05 - Rock Harbor Piers & Docks	38,200	39,200	40,747	40,747	9,961	
		013-06 - Rock Harbor Harbor Bldg.	30,175	30,925	31,560	31,560	8,191	
		013-07 - Rock Harbor Lots & Walkways	7,769	8,019	8,269	8,269	1,631	
		013-08 - Police Department Roof	39,769	40,769	41,769	41,769	10,701	
		013-09 - Nauset Estuary Dredge	22,500	23,500	19,375	19,375	2,283	
		014 - USDA Water Bond	56,493	56,493	56,493	56,493	56,493	
		015 - MCWT DW 17-01 (Water Bond)	590,181	609,161	64,915	64,915		
		016 - MCWT DW 19-06 (Water Bond)	112,054	143,558				
		017-01 - Tri-Town Demolition	29,630					
		017-02 - Salt Pond Watershed Protection	266,707					
		017-03 - T-Time Purchase	135,166					
		018 - MCWT DW 16-02R	6,582					
		Other/Older Bond Issues					289,228	295,296
		NEW WATER BOND ISSUANCE (ESTIMATE)						

**FISCAL YEAR 2022 OPERATING BUDGET**

**DEBT SERVICE BUDGET**

Exempt Debt Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		Exempt short-term interest for bond anticipation notes (2,500,000 one-year BAN @ 3%)	75,000	54,648				
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 4,707,636</b>	<b>\$ 4,608,600</b>	<b>\$ 4,363,682</b>	<b>\$ 4,363,682</b>	<b>\$ 3,405,865</b>	<b>\$ 3,278,451</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**DEBT SERVICE BUDGET**

Non-Exempt Debt Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		001 - GO Land Acquisition - Aschettino Land Purchase			73,500	73,500	77,000	75,250
		002 - GO Land Acquisition - Purcell Land Purchase			52,250	52,500	55,000	52,250
		NEW ISSUES (ESTIMATE)						
		<b>Non-exempt debt short-term interest</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>		<b>9,075</b>	
		Revenue anticipation notes	20,000	20,000	20,000		9,075	
		Bond anticipation notes						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 145,750</b>	<b>\$ 126,000</b>	<b>\$ 141,075</b>	<b>\$ 127,500</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**DEBT SERVICE BUDGET**

Borrowing Costs & Charges Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
017222	530000	<b>Borrowing Costs and Charges</b>	<b>16,000</b>	<b>15,619</b>	<b>48,381</b>		<b>85,654</b>	<b>124,545</b>
		Financial Advisory Fees	5,000	4,619	48,381		85,654	124,545
		Bond Issuance Costs	11,000	11,000				

<b>TOTAL OPERATING BUDGET</b>	<b>\$ 16,000</b>	<b>\$ 15,619</b>	<b>\$ 48,381</b>	<b>\$ 85,654</b>	<b>\$ 124,545</b>
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**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**

**DEBT SERVICE BUDGET**

Capital Lease Payment Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
		DPW 10-Wheel Dump Truck (FY 18, 5-Year Lease)	40,000					
		COA Transportation Van (FY 20, 3-Year Lease)	10,432					
		DPW Loader (FY 20, 5-Year Lease)	35,276					
		Transfer Station Loader (FY 20, 5-Year Lease)	43,955					
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 129,663</b>					

These amounts were previously presented in individual department operating budgets. FY 22 is the first year being presented as debt service.

**DEPARTMENT COMMENTS**

Lease payment for proposed new ambulances and FD Quint will be included in capital lease authorization article - to be funded from Amb. Fund.

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



WATER ENTERPRISE FUND BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**WATER ENTERPRISE FUND BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS		ACTUALS				
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	55,638	53,217					
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)	33,690	33,689					
OVERTIME							
<b>SALARY SUB TOTAL</b>	<b>\$ 89,328</b>	<b>\$ 86,906</b>					
Water Dept. Expense	310,672	290,000					
<b>EXPENSE SUB TOTAL</b>	<b>\$ 310,672</b>	<b>\$ 290,000</b>					
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 400,000</b>	<b>\$ 376,906</b>					

**FISCAL YEAR 2022 OPERATING BUDGET**  
**WATER ENTERPRISE FUND BUDGET SUMMARY - BY ACCOUNT**

		BUDGETS		ACTUALS				
OBJECT	DESCRIPTION	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)	55,638	53,217					
512000	SALARIES (PART-TIME)							
512500	SALARIES (TEMPORARY)	33,690	33,689					
513000	OVERTIME							
	<b>SALARY SUB TOTAL</b>	<b>\$ 89,328</b>	<b>\$ 86,906</b>					
520000	PURCHASE OF SERVICES	263,000	263,000					
524000	REPAIRS & MAINTENANCE							
527000	RENTALS & LEASES							
530000	PROFESSIONAL & TECHNICAL	27,000	27,000					
534000	COMMUNICATION							
535000	OPERATIONAL & PROGRAM COSTS	10,672						
540000	SUPPLIES	10,000						
560000	ASSESSMENTS							
571000	TRAVEL & CONFERENCE							
573000	DUES & MEMBERSHIPS							
574000	OTHER CHARGES & EXPENSES							
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 310,672</b>	<b>\$ 290,000</b>					
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 400,000</b>	<b>\$ 376,906</b>					

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

WATER ENTERPRISE FUND BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**

**WATER ENTERPRISE FUND BUDGET**

**Salary Expense Detail**

	FY 2021 Budgeted			FY 2022 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
<b>Full-Time Salaries</b>						
ADMINISTRATIVE ASSISTANT/WATER SYSTEM MANAGER	KIMBERLY ST. AUBIN	0.88	53,217	KIMBERLY ST. AUBIN	0.88	55,638
Subtotal Full-Time Salaries		0.88	53,217		0.88	55,638
<b>Part-Time Salaries</b>						
Subtotal Part-Time Salaries			-			-
<b>Temporary/Seasonal Salaries</b>						
WATER INSPECTORS	VARIOUS PERSONS		33,689	VARIOUS PERSONS		33,690
Subtotal Temporary Salaries			33,689			33,690
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>		<b>0.88</b>	<b>\$ 86,906</b>		<b>0.88</b>	<b>\$ 89,328</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**WATER ENTERPRISE FUND BUDGET**

Water Dept. Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>	<b>263,000</b>	<b>263,000</b>				
011992	520000	<i>WhiteWater (Contract Item 1 \$17,503.41/mo. + Max. yearly escalation allowed of 5% + Item 3 Allotment of \$25,000/yr.)</i>	263,000	263,000				
		<i>Q Marketing (\$100/m. for website, \$100/m. for social media, \$150/m. for Sponsored Google Searches, \$1,170 Windmill Weekend Informational Flyer, Additional Expenses</i>	240,000	240,000				
			6,000	6,000				
			17,000	17,000				
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>27,000</b>	<b>27,000</b>				
011992	530000	<i>Professional and technical</i>	27,000	27,000				
		<i>Pennichuck (Water Billing \$5,420/Quarter up to 1,449 bills, \$9.20 per each bundle of 250 additional bills. + \$1.18/ mailing) Assuming Avg. 1,500 customers in FY22 (2 Quarters below 1,449 and 2 Quarters above 1,449)</i>	27,000	27,000				
	<b>534000</b>	<b>COMMUNICATION</b>						
011232	534000	<i>Communication - cell phone stipends</i>						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>	<b>10,672</b>					
		<i>Estimate of potential new costs as system grows (budget capacity building)</i>	10,672					
	<b>540000</b>	<b>SUPPLIES</b>	<b>10,000</b>					
		<i>Estimate of potential new costs as system grows (budget capacity building)</i>	10,000					
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>						
011232	571000	<i>Travel</i>						
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>						
011232	573000	<i>Dues &amp; Memberships</i>						

**FISCAL YEAR 2022 OPERATING BUDGET**  
**WATER ENTERPRISE FUND BUDGET**

Water Dept. Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	574000	OTHER CHARGES & EXPENSES						
		<b>TOTAL OPERATING BUDGET</b>	<b>\$ 310,672</b>	<b>\$ 290,000</b>				

**DEPARTMENT COMMENTS**

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2022 OPERATING BUDGET



EDUCATIONAL SERVICES BUDGET

3/15/2021

**FISCAL YEAR 2022 OPERATING BUDGET**  
**EDUCATIONAL SERVICES BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)							
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)							
OVERTIME							
<b>SALARY SUB TOTAL</b>							
EASTHAM ELEMENTARY SCHOOL OPERATIONS	3,776,847	3,889,061	3,677,160	3,659,412	3,581,327	3,524,557	3,588,432
NAUSET REGIONAL SCHOOL DISTRICT ASSESSMENT	5,018,970	4,798,033	5,006,361	4,973,300	4,745,997	4,732,286	4,817,194
CAPE COD REGIONAL TECHNICAL HS ASSESSMENT	692,845	665,402	581,031	576,197	454,820	291,987	441,001
<b>EXPENSE SUB TOTAL</b>	<b>\$ 9,488,662</b>	<b>\$ 9,352,496</b>	<b>\$ 9,264,552</b>	<b>\$ 9,208,910</b>	<b>\$ 8,782,144</b>	<b>\$ 8,548,830</b>	<b>\$ 8,846,628</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 9,488,662</b>	<b>\$ 9,352,496</b>	<b>\$ 9,264,552</b>	<b>\$ 9,208,910</b>	<b>\$ 8,782,144</b>	<b>\$ 8,548,830</b>	<b>\$ 8,846,628</b>

**FISCAL YEAR 2022 OPERATING BUDGET**  
**EDUCATIONAL SERVICES BUDGET SUMMARY - BY ACCOUNT**

OBJECT	DESCRIPTION	BUDGETS			ACTUALS			
		FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL	3 YR AVERAGE
511000	SALARIES (FULL-TIME)							
512000	SALARIES (PART-TIME)							
512500	SALARIES (TEMPORARY)							
513000	OVERTIME							
	<b>SALARY SUB TOTAL</b>							
520000	ELEMENTARY SCHOOL OPERATING BUDGETS	3,776,847	3,889,061	3,677,160	3,659,412	3,581,327	3,524,557	3,588,432
524000	MIDDLE SCHOOL OPERATING BUDGETS	1,298,874	1,233,969	1,281,995	1,218,495	1,250,472	1,243,924	1,237,630
527000	HIGH SCHOOL OPERATING BUDGETS	2,285,106	2,166,959	2,299,436	2,203,826	2,241,369	2,069,181	2,171,459
530000	REGION ONLY BUDGETS	1,542,110	1,515,614	1,476,735	1,403,576	1,440,422	1,432,880	1,425,626
534000	CENTRAL OFFICE BUDGETS	172,635	161,407	167,469	394,905	163,351	162,495	240,250
535000	OPEB FUNDING ASSESMENTS			83,135	83,136			27,712
540000	DEBT ASSESSMENTS	302,161	279,448	167,979	167,979	51,400	53,169	90,849
560000	CAPITAL ASSESSMENTS	110,929	106,038	110,643	77,580	53,803	62,624	64,669
571000								
573000								
574000								
	<b>EXPENSE SUB TOTAL</b>	<b>\$ 9,488,662</b>	<b>\$ 9,352,496</b>	<b>\$ 9,264,552</b>	<b>\$ 9,208,910</b>	<b>\$ 8,782,144</b>	<b>\$ 8,548,830</b>	<b>\$ 8,846,628</b>
	<b>TOTAL OPERATING BUDGET</b>	<b>\$ 9,488,662</b>	<b>\$ 9,352,496</b>	<b>\$ 9,264,552</b>	<b>\$ 9,208,910</b>	<b>\$ 8,782,144</b>	<b>\$ 8,548,830</b>	<b>\$ 8,846,628</b>

**TOWN OF EASTHAM, MASSACHUSETTS**

FISCAL YEAR 2022 OPERATING BUDGET

EDUCATIONAL SERVICES BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2022 OPERATING BUDGET**  
**EDUCATIONAL SERVICES BUDGET**

Eastham Elementary School Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000	Eastham Elementary School Operating Budget	3,776,847	3,889,061	3,677,160	3,659,412	3,581,327	3,524,557
			3,776,847	3,889,061	3,677,160			
	524000							
	527000							
	530000							
	534000							
	535000							
	540000							
	560000							
	571000							
	573000							
	574000							
		<b>TOTAL OPERATING BUDGET</b>	<b>\$ 3,776,847</b>	<b>\$ 3,889,061</b>	<b>\$ 3,677,160</b>	<b>\$3,659,412</b>	<b>\$3,581,327</b>	<b>\$3,524,557</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**EDUCATIONAL SERVICES BUDGET**

Nauset Regional School District Assessment Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000							
013012	561200	NRSD Middle School Operating Budget	1,298,874	1,233,969	1,281,995	1,218,495	1,250,472	1,243,924
			1,298,874	1,233,969	1,281,995	1,218,495	1,250,472	1,243,924
013012	561200	NRSD High School Operating Budget	1,822,098	1,731,394	1,831,686	1,740,910	1,786,549	1,777,194
			1,822,098	1,731,394	1,831,686	1,740,910	1,786,549	1,777,194
013012	561200	NRSD Region Only Expenses	1,542,110	1,515,614	1,476,735	1,403,576	1,440,422	1,432,880
			1,542,110	1,515,614	1,476,735	1,403,576	1,440,422	1,432,880
013012	561200	NRSD Central Office Expenses	172,635	161,407	167,469	394,905	163,351	162,495
			172,635	161,407	167,469	394,905	163,351	162,495
013012	530028	NRSD OPEB Funding			83,135	83,136		
					83,135	83,136		
013012	561100	NRSD Debt Assessment	72,324	49,611	54,698	54,698	51,400	53,169
			72,324	49,611	54,698	54,698	51,400	53,169
013012	561300	NRSD Capital Assessment	110,929	106,038	110,643	77,580	53,803	62,624
			110,929	106,038	110,643	77,580	53,803	62,624
	571000							
	573000							
	574000							
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 5,018,970</b>	<b>\$ 4,798,033</b>	<b>\$ 5,006,361</b>	<b>\$ 4,973,300</b>	<b>\$ 4,745,997</b>	<b>\$ 4,732,286</b>

**DEPARTMENT COMMENTS**

**FISCAL YEAR 2022 OPERATING BUDGET**  
**EDUCATIONAL SERVICES BUDGET**

Cape Cod Technical Regional High School Assessment Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 22 BUDGET	FY 21 BUDGET	FY 20 BUDGET	FY 20 ACTUAL	FY 19 ACTUAL	FY 18 ACTUAL
	520000							
	524000							
	527000	Cape Cod Tech - Regional High School Operating Assessment	463,008	435,565	467,750	462,916	454,820	291,987
	530000							
	534000							
	535000							
	540000	Cape Cod Tech - Debt Assessment	229,837	229,837	113,281	113,281		
	560000							
	571000							
	573000							
	574000							
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 692,845</b>	<b>\$ 665,402</b>	<b>\$ 581,031</b>	<b>\$ 576,197</b>	<b>\$ 454,820</b>	<b>\$ 291,987</b>

**DEPARTMENT COMMENTS**



# Eastham

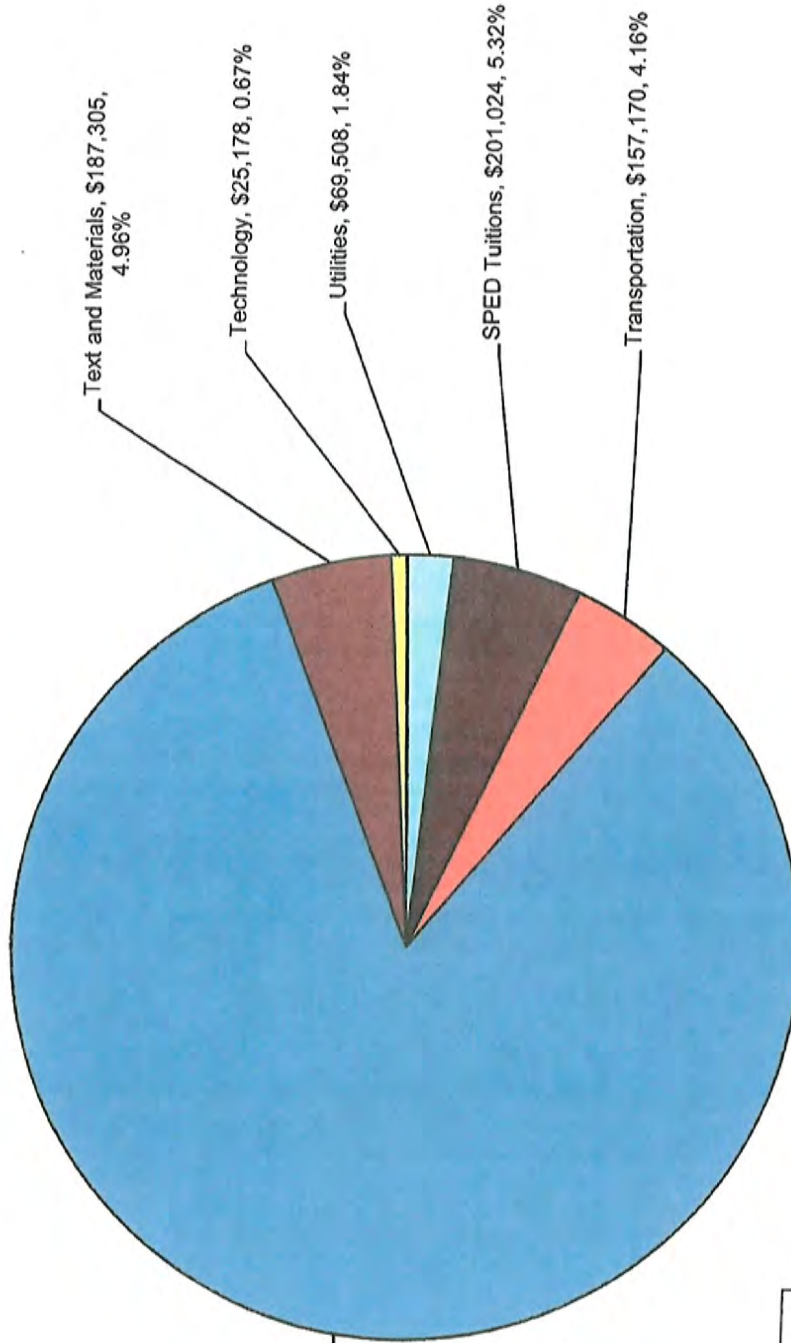
## BUDGET 2021—2022

Giovanna Venditti, Director of Finance and Operations

Thomas M. Conrad, Superintendent

**Eastham Elementary  
FY 2022 Budget**

**\$3,776,847**



Eastham Elementary FY22	
Personnel	\$3,136,662
Text and Materials	\$187,305
Technology	\$25,178
Utilities	\$69,508
SPED Tuitions	\$201,024
Transportation	\$157,170
	<b>\$3,776,847</b>



<b>Eastham Elementary</b>		Budget 2017-2018	Actual 2017-2018	Budget 2018-2019	Actual 2018-2019	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021	Proposed 2021-2022	Dollar Increase	% Increase
		\$32,550	\$32,550	\$34,698	\$34,698	\$36,986	\$36,986	\$36,986	\$36,986	\$0	0.00%
		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		\$600	\$0	\$600	\$130	\$600	\$0	\$600	\$600	\$0	0.00%
		\$33,150	\$32,550	\$35,298	\$34,828	\$37,586	\$36,986	\$37,586	\$37,586	\$0	0.00%
		\$82,298	\$78,589	\$64,525	\$67,058	\$68,784	\$71,535	\$71,535	\$71,535	\$0	0.00%
		\$1,500	\$1,650	\$1,500	\$1,875	\$1,500	\$825	\$2,250	\$2,250	\$0	0.00%
		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		\$1,217	\$1,246	\$1,217	\$1,392	\$1,217	\$1,116	\$1,217	\$7,760	\$6,543	537.63%
		\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$0	0.00%
		\$85,115	\$81,585	\$67,342	\$70,425	\$71,601	\$73,576	\$75,102	\$81,645	\$6,543	8.71%
		\$110,140	\$108,703	\$118,086	\$99,607	\$121,629	\$98,550	\$101,503	\$101,785	\$282	0.28%
		\$2,025	\$44	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		\$112,165	\$108,747	\$118,086	\$99,607	\$121,629	\$98,550	\$101,503	\$101,785	\$282	0.28%
		\$19,154	\$19,400	\$20,278	\$21,023	\$20,790	\$24,787	\$20,790	\$20,790	\$0	0.00%
		\$500	\$812	\$500	\$680	\$500	\$415	\$500	\$500	\$0	0.00%
		\$19,654	\$20,212	\$20,778	\$21,703	\$21,290	\$25,202	\$21,290	\$21,290	\$0	0.00%
		\$400	\$310	\$400	\$817	\$400	\$281	\$400	\$400	\$0	0.00%
		\$400	\$310	\$400	\$817	\$400	\$281	\$400	\$400	\$0	0.00%
		\$159,990	\$151,952	\$163,682	\$153,629	\$169,884	\$178,683	\$175,163	\$175,163	\$0	0.00%
		\$3,500	\$5,727	\$3,500	\$11,831	\$3,500	\$2,525	\$3,500	\$3,500	\$0	0.00%
		\$1,350	\$105	\$1,350	\$122	\$1,350	\$0	\$1,350	\$1,350	\$0	0.00%
		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$500	100.00%
		\$12,000	\$15,234	\$12,000	\$17,007	\$12,000	\$14,786	\$12,000	\$15,000	\$3,000	25.00%
		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		\$27,450	\$21,163	\$27,450	\$26,506	\$27,450	\$22,156	\$27,450	\$27,450	\$0	0.00%
		\$37,500	\$42,005	\$37,500	\$21,763	\$38,438	\$22,321	\$38,438	\$38,438	\$0	0.00%
		\$1,883	\$1,752	\$2,100	\$1,744	\$2,100	\$3,532	\$2,100	\$3,620	\$1,520	72.38%
		\$243,673	\$237,938	\$247,582	\$232,502	\$254,722	\$244,003	\$260,001	\$265,021	\$5,020	1.93%
		\$2,800	\$150	\$2,000	\$1,715	\$2,000	\$777	\$3,450	\$3,450	\$0	0.00%
		\$7,914	\$7,198	\$7,828	\$7,367	\$7,828	\$7,878	\$7,827	\$7,845	\$18	0.23%
		\$36,455	\$27,829	\$36,446	\$23,021	\$37,177	\$30,778	\$35,395	\$37,003	\$1,608	4.54%
		\$780	\$780	\$795	\$4,049	\$818	\$1,134	\$847	\$937	\$90	10.63%
		\$47,949	\$35,957	\$47,069	\$36,152	\$47,823	\$40,567	\$47,519	\$49,235	\$1,716	3.61%

<b>Eastham Elementary</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Dollar</b>	<b>%</b>
		<b>2017-2018</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase</b>	<b>Increase</b>	<b>Increase</b>
Contracted Svcs Extraordinary Mncte	2058	\$0	\$19,398	\$0	\$10,207	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		\$0	\$19,398	\$0	\$10,207	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Teachers Salaries	2064	\$353,243	\$266,668	\$326,541	\$326,118	\$339,714	\$343,427	\$343,427	\$343,427	\$343,427	\$0	\$0	0.00%
SE Tutors Salaries	2096	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Contracted Services Tutors	2066	\$0	\$0	\$0	\$33	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Salaries Speech Therapeutic	2065	\$95,443	\$95,443	\$99,525	\$99,525	\$102,476	\$102,476	\$102,476	\$102,476	\$102,476	\$0	\$0	0.00%
SE Contracted Svcs OT/PT	2067	\$26,806	\$26,263	\$26,186	\$26,186	\$31,678	\$31,678	\$34,287	\$44,922	\$44,922	\$10,635	\$10,635	31.02%
SE Substitute Teachers	2068	\$9,000	\$8,865	\$9,000	\$8,905	\$9,000	\$3,090	\$9,000	\$9,000	\$9,000	\$0	\$0	0.00%
SE Substitutes Long Term	2069	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Salaries Ed Assistants	2070	\$299,467	\$278,966	\$293,389	\$333,065	\$314,304	\$286,614	\$163,367	\$163,367	\$163,367	\$0	\$0	0.00%
SE Substitutes Ed Assistants	2071	\$7,000	\$12,095	\$7,000	\$17,268	\$7,000	\$5,565	\$7,000	\$7,000	\$7,000	\$0	\$0	0.00%
SE Substitutes Prof Development	2092	\$300	\$0	\$300	\$0	\$300	\$170	\$300	\$300	\$0	-\$300	-\$300	-100.00%
		<b>\$791,259</b>	<b>\$688,300</b>	<b>\$761,941</b>	<b>\$811,100</b>	<b>\$804,472</b>	<b>\$773,020</b>	<b>\$659,857</b>	<b>\$670,192</b>	<b>\$670,192</b>	<b>\$10,335</b>	<b>\$10,335</b>	<b>1.57%</b>
SE Textbooks/Software/Media	2073	\$650	\$69	\$650	\$632	\$650	\$611	\$650	\$650	\$650	\$0	\$0	0.00%
SE Other Instructional Material	2074	\$525	\$314	\$525	\$120	\$525	\$410	\$525	\$1,980	\$1,980	\$1,455	\$1,455	277.14%
SE Instructional Equipment	2075	\$300	\$0	\$300	\$84	\$300	\$79	\$300	\$300	\$300	\$0	\$0	0.00%
SE Supplies General	2076	\$1,000	\$498	\$1,000	\$924	\$1,000	\$111	\$1,000	\$1,000	\$1,000	\$0	\$0	0.00%
SE Other Instructional Services	2077	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Contracted Svcs Instr Technology	2093	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Supplies Instr Technology	2078	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Instructional Hardware	2079	\$500	\$0	\$500	\$0	\$500	\$0	\$500	\$500	\$500	\$0	\$0	0.00%
SE Instructional Software	2080	\$500	\$0	\$500	\$0	\$500	\$0	\$500	\$500	\$500	\$0	\$0	0.00%
		<b>\$3,475</b>	<b>\$881</b>	<b>\$3,475</b>	<b>\$1,760</b>	<b>\$3,475</b>	<b>\$1,211</b>	<b>\$3,475</b>	<b>\$4,930</b>	<b>\$4,930</b>	<b>\$1,455</b>	<b>\$1,455</b>	<b>41.87%</b>
SE Salaries Guidance	2081	\$48,824	\$48,825	\$52,048	\$52,048	\$55,480	\$55,749	\$55,480	\$55,480	\$55,480	\$0	\$0	0.00%
SE Guidance Travel	2083	\$50	\$0	\$50	\$0	\$50	\$0	\$50	\$50	\$50	\$0	\$0	0.00%
SE Testing Materials	2082	\$1,688	\$1,604	\$2,688	\$1,087	\$1,000	\$1,094	\$1,000	\$1,438	\$1,438	\$438	\$438	43.80%
		<b>\$50,562</b>	<b>\$50,429</b>	<b>\$54,786</b>	<b>\$53,135</b>	<b>\$56,530</b>	<b>\$56,843</b>	<b>\$56,530</b>	<b>\$56,968</b>	<b>\$56,968</b>	<b>\$438</b>	<b>\$438</b>	<b>0.77%</b>
SE Contracted Svcs Psychological	2084	\$0	\$4,420	\$0	\$7,860	\$2,000	\$2,500	\$2,000	\$2,000	\$2,000	\$0	\$0	0.00%
		<b>\$0</b>	<b>\$4,420</b>	<b>\$0</b>	<b>\$7,860</b>	<b>\$2,000</b>	<b>\$2,500</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>

<b>Eastham Elementary</b>		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Proposed	Dollar	%
		2017-2018	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2021-2022	2021-2022	Increase	Increase			Increase
	2087	\$51,254	\$45,786	\$52,792	\$51,025	\$54,376	\$60,544	\$56,007	\$55,385			-\$622				-1.11%
	2086	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0				0.00%
	2085	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0				0.00%
	2105	\$0	\$0	\$0	\$0	\$0	\$10,451	\$28,922	\$0			-\$28,922				-100.00%
		<b>\$51,254</b>	<b>\$45,786</b>	<b>\$52,792</b>	<b>\$51,025</b>	<b>\$54,376</b>	<b>\$70,995</b>	<b>\$84,929</b>	<b>\$55,385</b>			<b>-\$29,544</b>				<b>-34.79%</b>
	2102	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0				0.00%
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>				<b>0.00%</b>
	2088	\$118,914	\$111,814	\$114,517	\$130,417	\$192,768	\$137,581	\$224,638	\$183,204			-\$41,434				-18.44%
	2089	\$12,000	\$12,000	\$12,000	\$14,000	\$14,000	\$14,000	\$16,500	\$17,820			\$1,320				8.00%
		<b>\$130,914</b>	<b>\$123,814</b>	<b>\$126,517</b>	<b>\$142,417</b>	<b>\$206,768</b>	<b>\$151,581</b>	<b>\$241,138</b>	<b>\$201,024</b>			<b>-\$40,114</b>				<b>-16.64%</b>
	2090	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0				0.00%
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>				<b>0.00%</b>
	2095	\$24,869	\$24,869	\$29,269	\$29,269	\$30,316	\$15,664	\$0	\$0			\$0				0.00%
		<b>\$24,869</b>	<b>\$24,869</b>	<b>\$29,269</b>	<b>\$29,269</b>	<b>\$30,316</b>	<b>\$15,664</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>				<b>0.00%</b>
	2091	\$182	\$182	\$163	\$166	\$171	\$171	\$194	\$196			\$2				1.03%
		<b>\$182</b>	<b>\$182</b>	<b>\$163</b>	<b>\$166</b>	<b>\$171</b>	<b>\$171</b>	<b>\$194</b>	<b>\$196</b>			<b>\$2</b>				<b>1.03%</b>
	2101	\$0	\$0	\$0	\$0	\$0	\$48,069	\$97,357	\$0			-\$97,357				-100.00%
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$48,069</b>	<b>\$97,357</b>	<b>\$0</b>			<b>-\$97,357</b>				<b>-100.00%</b>



**EASTHAM ELEMENTARY SCHOOL**

ver 1

**FY2022**

**1.25.21**

**BUDGET**

**LINE ITEM DESCRIPTIONS & JUSTIFICATIONS**

- 2005 Salaries Principal – \$ 118,673**  
\$118,673 – Salary represents Principal’s salary.
- 2006 Salaries – Secretary – \$ 115,199**  
Principal Secretary - Funds one full time Principal’s Secretary  
One full time Office/Data Secretary  
Data Management Secretary and School Council recording secretary (12 meetings at \$75).
- 2007 Substitute Secretary – \$ 480**  
\$12 per hour times 8 hours - \$96 for five days
- 2008 Contracted Svcs. Office Equipment - \$ 363**  
Lease of Pitney Bowes Postage Meter.
- 2009 Supplies General Office – \$ 1,000**  
Includes supplies ordered from bid vendors for paper, envelopes, pens, pencils, staples, and postage. Line item is level funded.
- 2010 Other Principal Expense – \$ 539**  
Professional Memberships for Principal, ASCD (\$239) and MSAА (\$300).  
No professional development needed at this time.
- 2011 Contracted Services Non-Instructional Technology - \$ 26,505**  
Airwatch MDM (\$2,926) Aspen X2 (\$1,067) Blackboard (\$1,394) Cloud Backup Storage (\$1,355) Consulting (\$400) CrisisGo (\$474) Google Enterprise (\$508) Open Cape-Internet (\$6,000) Open Cape – TLS (\$2,200) Parentsquare (\$776) PDG (\$113) POS System (\$1,748) Raptor Security (\$640) Secure Email (\$269) Securely Web Filtering (\$1,100) Smartboard Software Upgrade (\$665) SNAP (\$505) Sophos Filtering (\$1,543) Subonline (\$521) Teachpoint (\$1,055) Veeam Cloud Backup (\$684) Smartsign 2 go (\$562)
- 2012 Supplies Non-Instructional – \$125**  
Ink supplies for the Principal’s office.

**EASTHAM ELEMENTARY SCHOOL**

ver 1

**FY2022**

**1.25.21**

**BUDGET**

**LINE ITEM DESCRIPTIONS & JUSTIFICATIONS**

- 2015 Stipends Mentor – \$ 2,528**  
Two 100% mentors and one 50% mentor needed for new teaching staff.  
Contract negotiations
- 2103 ELL Travel - \$ 0**  
Eastham Elementary Portion. No costs anticipated at this time.
- 2099 Stipends Non Instructional Tech – \$ 0**  
Tech Coordinator stipend for school start set up. No costs anticipated at this time.
- 2100 Tutor Salaries - \$0**  
No costs anticipated at this time.
- 2017 Substitute Teachers – \$ 20,000**  
Costs for substitute teachers, grades K-5 classrooms (12), specialists (4) and Title 1 teacher (1) for sick leave, personal days and other absences. Kindergarten screening, contractual report card prep time and year end placement and teacher to teacher meetings. Using internal coverage whenever possible.
- 2019 Salaries Ed Assistants – \$ 41,291**  
Funding for 2 (.50) regular Ed. Assistants to provide support for the kindergarten tools of the mind curriculum. Positions previously funded in line item budget #2070 SE Salaries Ed Assistants.
- 2020 Substitutes Ed Assistants – \$ 0**  
No costs anticipated at this time.
- 2022 Teacher Stipends – \$ 3,570**  
Stipend for the Coordinator of the Kaboom Program (\$2,838), BOKS Coordinator, and before school physical activity program (\$732).  
Contract negotiation.
- 2023 Substitutes Professional Development – \$ 0**  
Funds reflected under #2024. No costs anticipated at this time.
- 2025 Other Professional development - \$ 738**  
Safety Care Training.

**EASTHAM ELEMENTARY SCHOOL**

ver 1

**FY2022**

**1.25.21**

**BUDGET**

**LINE ITEM DESCRIPTIONS & JUSTIFICATIONS**

- 2034 **Instructional Hardware** – \$ 11,178  
10 Laptops (\$7,980) Lease 82 iPads at \$39 (\$3,198)
- 2033 **Library/Media Instructional Hardware** – \$ 0  
Funds reclassified to line item #2031 Contracted Services Instructional Technology.
- 2036 **Instructional Software** - \$ 0  
Atlas reclassified to line item #2011 Contracted Services Non-Instructional Technology.  
Type to Learn is a server based program and should have no cost.
- 2037 **Salaries Guidance & Counseling** –\$ 36,986  
Guidance Counselor salary @40%.
- 2038 **Contracted Svcs Testing** – \$ 0  
Funds reclassified to line item #2031 Contracted Services Instructional Technology.
- 2039 **Testing Material** –\$ 600  
Kindergarten testing materials and parent information booklets.
- 2040 **Salaries – Nurse** – \$ 71,535  
Salary for nurse @100%.
- 2041 **Substitute Nurse** –\$ 2,250  
Funding for up to 15 days @ \$150 per day - Nurse Sub rate contractual per Nurse  
Contract, kindergarten screening, data input.
- 2042 **Contracted Svcs School Physician** – \$ 0  
Eastham’s portion of school physician fee. School physician’s services are volunteered.
- 2043 **Supplies Medical** – \$ 7,760  
Health Office general supplies includes PPE (\$1,400), EpiPens (\$1,800) are grant funded.  
Audiometer calibration (\$60), Replace/update existing defibrillator and purchase an  
additional one. Two Life Pack 1000s with boxes (\$4,500)
- 2044 **Other Medical Expenses** – \$ 100  
RN Professional Liability Insurance.

**EASTHAM ELEMENTARY SCHOOL**

ver 1

**FY2022**

**1.25.21**

**BUDGET**

**LINE ITEM DESCRIPTIONS & JUSTIFICATIONS**

**2052 Supplies Custodial – \$ 15,000**

Cleaners (\$1,500) brooms, dust pans, etc., (\$350) hand soap, dish liquid (\$1,500), paper products (\$3,000), floor stripper/finisher (\$2,000), carpet shampoo and spotters (\$200), disinfectants/sanitizers (\$1,000), univent filters (\$1,500), hardware, pencil sharp., paint, clocks (\$1,000), tube lamps and ballasts (\$800), floor cleaning equipment/supplies (\$500), outdoor supplies, equipment, mulch soil (\$650), gloves, masks, gowns (\$1,000).

**2053 Other Custodial Expenses – \$ 0**

Includes Head Custodian travel allowance plus continuation of contractual clothing allowance for all full time employees. Amounts are now funded in line #2048 Custodial Salaries and are taxable.

**2060 Natural Gas -\$ 27,450**

Estimated gas use projection for FY22. Amount is level funded.

**2062 Electricity - \$ 38,438**

Estimated electrical use projection for FY22. Amount is level funded in FY22.

**2063 Telephone - \$ 3,620**

Amount based on actual amounts spent in FY20 and projected for FY22.

**2054 Contracted Svcs Grounds –\$ 3,450**

This account funds clean catch basins (\$300), paint parking lot lines (\$600) playground - fibar (\$1,550), irrigation system service (\$500) fertilize grounds (\$500). Level funded.

**2055 Contracted Svcs Building –\$ 7,845**

Lightly sand and recoat gym floor (\$1,700) Pump grease trap in kitchen 2 times/year (\$400) Pump and dispose of septic and grease from outdoor tank and trap (\$2,695) Trash/waste and recycling removal (\$2,250) Clean gutters 2X/year (\$800).

**EASTHAM ELEMENTARY SCHOOL**

ver 1

**FY2022**

**1.25.21**

**BUDGET**

**LINE ITEM DESCRIPTIONS & JUSTIFICATIONS**

- 2068 SE Substitute Teachers –\$ 9,000**  
4 FT special needs teachers for up to 10 days.
- 2069 SE Substitutes Long Term –\$ 0**  
No funds required in FY22.
- 2070 SE Salaries Ed Assistants – \$163,367**  
Salaries for 5 full time educational assistants as required per students' IEP's.  
2 (.50) educational assistants were reclassified to line #2019 Salaries Ed Assistants.
- 2071 SE Substitutes Ed Assistants – \$ 7,000**  
Funds substitutes for ten staff members.
- 2092 SE Substitutes Prof Devel – \$ 0**  
Funds reflect #2068. No funds anticipated at this time.
- 2073 SE Textbooks/Software/Media –\$ 650**  
This account includes purchase of books, workbooks that are provided as part of the school's regular programs. This is for supplemental mentor text for wonders – Special Needs.
- 2074 SE Other Instructional Materials –\$ 1,980**  
Covers materials similar to those shown in regular day account #2027. This would be for any games, paperback books- Supplementary books for special needs teachers.
- 2075 SE Instructional Equipment – \$ 300**  
Provides funding to purchase adaptive equipment for physically challenged students.
- 2076 SE Supplies General – \$ 1,000**  
This account includes paper, pens, pencils etc. used in the classroom. This is the same as account #2029 but for any special needs teachers.
- 2077 SE Other Instructional Services - \$ 0**  
No costs anticipated at this time.
- 2093 SE Contracted Svcs Inst Technology - \$ 0**  
No costs anticipated at this time.

**EASTHAM ELEMENTARY SCHOOL**

ver 1

**FY2022**

**1.25.21**

**BUDGET**

**LINE ITEM DESCRIPTIONS & JUSTIFICATIONS**

- 2102 Transportation McKinney Vento – \$ 0**  
Funds transportation for homeless students.
- 2088 SE Preschool Tuition – \$ 183,204**  
Funds the cost of the integrated preschool program based on Eastham’s enrollment based on the average of the prior three years.
- 2089 SE Preschool Summer Tuition – \$ 17,820**  
Funds extended year services for students with special needs whose IEP calls for this.
- 2090 SE Tuition Non-Public Schools – \$ 0**  
Funds the out of district tuition costs for students with special needs that cannot be educated at Eastham Elementary School. No funds required.
- 2095 SE Tuition Other Districts – \$ 0**  
Funds the other district tuition costs for students with special needs that cannot be educated at Eastham Elementary School. Student will be attending another program in FY21. No funds are requested.
- 2091 SE Collaborative Assessment – \$ 196**  
Costs to be a member of the Cape Cod Collaborative based on school enrollment.
- 2101 SE Tuition Collaborative –\$ 0**  
Funds the tuition for students with special needs that cannot be educated at Eastham Elementary School.
- 2001 Salary School Committee Secretary –\$ 903**  
Line item covers the costs of 12 meetings.
- 2002 Other School Committee/Expense –\$ 1,275**  
Provides for three registrations for the annual MASC conference.
- 2003 Salaries Central Office – \$ 140,369**  
See separate section of the Central Office Budget for details.
- 2004 Other Central Office Expense –\$ 14,248**  
See separate section of the Central Office Budget for details.

**EASTHAM ELEMENTARY SCHOOL**

ver 1

**FY2022**

**1.25.21**

**BUDGET**

**LINE ITEM DESCRIPTIONS & JUSTIFICATIONS**

- 2005 Salaries Principal – \$ 118,673**  
\$118,673 – Salary represents Principal’s salary.
- 2006 Salaries – Secretary – \$ 115,199**  
Principal Secretary - Funds one full time Principal’s Secretary  
One full time Office/Data Secretary  
Data Management Secretary and School Council recording secretary (12 meetings at \$75).
- 2007 Substitute Secretary – \$ 480**  
\$12 per hour times 8 hours - \$96 for five days
- 2008 Contracted Svcs. Office Equipment - \$ 363**  
Lease of Pitney Bowes Postage Meter.
- 2009 Supplies General Office – \$ 1,000**  
Includes supplies ordered from bid vendors for paper, envelopes, pens, pencils, staples, and postage. Line item is level funded.
- 2010 Other Principal Expense – \$ 539**  
Professional Memberships for Principal, ASCD (\$239) and MSA A (\$300).  
No professional development needed at this time.
- 2011 Contracted Services Non-Instructional Technology - \$ 26,505**  
Airwatch MDM (\$2,926) Aspen X2 (\$1,067) Blackboard (\$1,394) Cloud Backup Storage (\$1,355) Consulting (\$400) CrisisGo (\$474) Google Enterprise (\$508) Open Cape-Internet (\$6,000) Open Cape – TLS (\$2,200) Parentsquare (\$776) PDG (\$113) POS System (\$1,748) Raptor Security (\$640) Secure Email (\$269) Securely Web Filtering (\$1,100) Smartboard Software Upgrade (\$665) SNAP (\$505) Sophos Filtering (\$1,543) Subonline (\$521) Teachpoint (\$1,055) Veeam Cloud Backup (\$684) Smartsign 2 go (\$562)
- 2012 Supplies Non-Instructional – \$125**  
Ink supplies for the Principal’s office.

**EASTHAM ELEMENTARY SCHOOL**

ver 1

**FY2022**

**1.25.21**

**BUDGET**

**LINE ITEM DESCRIPTIONS & JUSTIFICATIONS**

- 2015 Stipends Mentor – \$ 2,528**  
Two 100% mentors and one 50% mentor needed for new teaching staff.  
Contract negotiations
- 2103 ELL Travel - \$ 0**  
Eastham Elementary Portion. No costs anticipated at this time.
- 2099 Stipends Non Instructional Tech – \$ 0**  
Tech Coordinator stipend for school start set up. No costs anticipated at this time.
- 2100 Tutor Salaries - \$0**  
No costs anticipated at this time.
- 2017 Substitute Teachers – \$ 20,000**  
Costs for substitute teachers, grades K-5 classrooms (12), specialists (4) and Title 1 teacher (1) for sick leave, personal days and other absences. Kindergarten screening, contractual report card prep time and year end placement and teacher to teacher meetings. Using internal coverage whenever possible.
- 2019 Salaries Ed Assistants – \$ 41,291**  
Funding for 2 (.50) regular Ed. Assistants to provide support for the kindergarten tools of the mind curriculum. Positions previously funded in line item budget #2070 SE Salaries Ed Assistants.
- 2020 Substitutes Ed Assistants – \$ 0**  
No costs anticipated at this time.
- 2022 Teacher Stipends – \$ 3,570**  
Stipend for the Coordinator of the Kaboom Program (\$2,838), BOKS Coordinator, and before school physical activity program (\$732).  
Contract negotiation.
- 2023 Substitutes Professional Development – \$ 0**  
Funds reflected under #2024. No costs anticipated at this time.
- 2025 Other Professional development - \$ 738**  
Safety Care Training.

**EASTHAM ELEMENTARY SCHOOL**

ver 1

**FY2022**

**1.25.21**

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ver 1

**FY2022**

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See separate section of the Central Office Budget for details.
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# **NAUSET REGIONAL SCHOOL DISTRICT**

FY 2022 BUDGET

## **Assessment Calculation**

NAUSET REGIONAL SCHOOLS

OPERATING BUDGET

Ver 1  
2.25.2021

EXPENSE	Certified Budget	Certified Budget	Certified Budget	Certified Budget	Certified Budget	Certified Budget	Certified Budget	Proposed Budget	Increase	%
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-2021	2021-2022	Decrease	(Decrease)
MS	7,251,616	7,432,783	7,642,453	7,727,788	7,990,235	8,245,521	8,452,061	8,663,380	211,319	2.50%
HS	10,702,040	10,968,281	11,131,812	11,086,421	11,468,531	11,781,018	11,859,106	12,155,584	296,478	2.50%
OPEB Contribution	0	0	0	0	0	400,000	0	0	0	0.00%
Region Only	10,107,934	10,425,132	11,109,971	9,200,923	9,185,401	9,498,049	10,381,124	10,287,050	(94,074)	-0.91%
Region's Share of Central Office	938,399	1,007,868	995,246	1,004,653	1,034,296	1,077,127	1,105,556	1,151,988	46,432	4.20%
<b>Total</b>	<b>28,999,988</b>	<b>29,834,063</b>	<b>30,879,481</b>	<b>29,019,785</b>	<b>29,678,463</b>	<b>31,001,715</b>	<b>31,797,847</b>	<b>32,258,002</b>	<b>460,155</b>	<b>1.45%</b>
<b>INCOME</b>										
State Base Aid	3,321,529	3,346,989	3,346,989	3,444,939	3,444,939	3,491,268	3,526,826	3,562,549	35,723	1.01%
Charter School Aid	135,735	76,637	74,005	74,005	74,005	61,549	58,154	299,244	241,090	414.57%
State Transportation Aid	557,444	528,982	594,252	765,016	827,315	819,851	819,851	819,851	0	0.00%
Truro & Provincetown Tuition	1,975,730	1,776,780	2,257,625	2,028,028	2,024,960	2,344,166	2,118,863	1,880,965	(237,898)	-11.23%
Elementary Assessments for Therapists	131,038	149,853	178,456	187,954	189,913	202,429	227,140	260,911	33,771	14.87%
Estimated Receipts	50,000	50,000	50,000	100,000	185,000	200,000	211,000	106,000	(105,000)	-49.76%
Transfer from E&D	250,000	500,000	783,500	630,000	590,000	590,000	946,760	946,760	0	0.00%
Prior Transfer-In from Revolving Funds***	2,410,659	2,653,344	2,331,223	0	0	0	0	0	0	0.00%
	8,832,135	9,082,585	9,616,050	7,229,942	7,336,132	7,709,263	7,908,594	7,876,280	(32,314)	-0.41%
<b>Total Operating Budget</b>	<b>20,167,853</b>	<b>20,751,478</b>	<b>21,263,431</b>	<b>21,789,843</b>	<b>22,342,331</b>	<b>23,292,452</b>	<b>23,889,253</b>	<b>24,381,722</b>	<b>492,469</b>	<b>2.06%</b>
Construction Debt Service	664,220	481,700	264,744	255,063	251,563	267,286	256,450	364,659	108,209	42.19%
Transfer from E&D	0	0	4,106	4,106	4,106	4,106	1,154	0	(1,154)	-100.00%
SBAB Reimbursement	654,591	0	0	0	0	0	0	0	0	0.00%
<b>DEBT TO BE FUNDED</b>	<b>9,629</b>	<b>481,700</b>	<b>260,638</b>	<b>250,957</b>	<b>247,457</b>	<b>263,180</b>	<b>255,296</b>	<b>364,659</b>	<b>109,363</b>	<b>42.84%</b>
<b>Capital Plan Projects</b>						<b>532,356</b>	<b>545,665</b>	<b>559,307</b>	<b>13,642</b>	<b>2.50%</b>
<b>TOTAL ASSESSMENT</b>	<b>20,177,482</b>	<b>21,233,178</b>	<b>21,524,069</b>	<b>22,040,800</b>	<b>22,589,788</b>	<b>24,087,988</b>	<b>24,690,214</b>	<b>25,305,688</b>	<b>615,474</b>	<b>2.49%</b>

NAUSET REGIONAL SCHOOLS

OPERATING BUDGET

Ver 1  
2.25.2021

	BREWSTER	EASTHAM	ORLEANS	WELLFLEET	TOTAL
FY 21 Population**	576	233	234	156	1,199
Assessment %	48.04%	19.43%	19.52%	13.01%	100%
Debt Assessment	122,645	49,611	49,824	33,216	255,296
FY21 Capital Plan Projects	262,138	106,038	106,493	70,996	545,665
FY21 OPEB Contribution	-	-	-	-	-
Operating Assessment	11,476,397	4,642,374	4,662,299	3,108,183	23,889,253
<b>Total Assessment</b>	<b>11,861,180</b>	<b>4,798,023</b>	<b>4,818,616</b>	<b>3,212,395</b>	<b>24,690,214</b>

FY 22 Population**	578	238	229	155	1,200
Assessment %	0.481667	0.198333	0.190833	0.129167	100.00%
Debt Assessment	175,644	72,324	69,589	47,102	364,659
FY22 Capital Plan Projects	269,400	110,929	106,734	72,244	559,307
FY22 OPEB Contribution	-	-	-	-	-
Operating Assessment	11,743,855	4,835,717	4,652,854	3,149,296	24,381,722
<b>Total Assessment</b>	<b>12,188,899</b>	<b>5,018,970</b>	<b>4,829,177</b>	<b>3,268,642</b>	<b>25,305,688</b>

Increase (Decrease) 21 to 22	BREWSTER	EASTHAM	ORLEANS	WELLFLEET	TOTAL
Population**	2	5	(5)	(1)	1
Assessment %	0.13%	0.40%	-0.43%	-0.09%	0.00%
Debt Assessment	52,999	22,713	19,765	13,886	109,363
Capital Plan Projects	7,262	4,891	241	1,248	13,642
OPEB Contribution	0	0	0	0	0
Operating Assessment	267,458	193,343	(9,445)	41,113	492,469
<b>Total Assessment</b>	<b>327,719</b>	<b>220,947</b>	<b>10,561</b>	<b>56,247</b>	<b>615,474</b>

2022 Capital Plan Projects					
Towns' Shares	269,400	110,929	106,734	72,244	559,307

**NAUSET REGIONAL SCHOOLS FY22 OPERATING BUDGET, DEBT, & CAPITAL BUDGET**

**24,690,214 25,305,688 615,474 2.49%**

<b>2022 TOTAL ASSESSMENT</b>	<b>12,188,899</b>	<b>5,018,970</b>	<b>4,829,177</b>	<b>3,268,642</b>	<b>25,305,688</b>
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\* Provincetown Tuition - FY11 income not counted in total. Tuition was approved after budget was certified.

\*\*Population = The number of resident students attending Nauset, other schools as "choice students", or public charter schools.

\*\*\*Per DESE starting in FY18 Nauset will budget a portion of expenditures directly out of Revolving Funds instead of appropriations for those revolving funds revenue budgeted as a general fund revenue source (Transfer-In).

OPERATING EXPENSE BUDGETED FROM REVOLVING FUNDS

<u>EXPENSE</u>	Certified Budget 2014-15	Certified Budget 2015-16	Certified Budget 2016-17	Certified Budget 2017-18	Certified Budget 2018-2019	Certified Budget 2019-2020	Certified Budget 2020-2021	Proposed Budget 2021-2022	Increase/ (Decrease)	% Increase (Decrease)
Circuit Breaker Revolving Fund	810,351	903,344	596,723	649,601	764,274	764,274	930,600	930,600	-	0.00%
School Choice Revolving Fund	1,600,308	1,700,000	1,534,500	1,833,500	2,128,100	2,128,100	1,556,500	1,276,000	(280,500)	-18.02%
Cape Cod Tech Revolving Fund	-	-	-	49,500	16,500	6,000	10,000	10,000	-	0.00%
Firebird Revolving Fund	-	-	-	20,000	-	-	-	-	-	0.00%
MS Building Use Fund	-	-	-	60,000	-	-	-	-	-	0.00%
HS Building Use Fund	-	-	-	10,000	-	-	-	-	-	0.00%
International Student Revolving Fund	-	50,000	200,000	-	-	-	25,000	-	(25,000)	0.00%
<b>Total Expenses Funded With Revolving Funds***</b>	<b>2,410,659</b>	<b>2,653,344</b>	<b>2,331,223</b>	<b>2,622,601</b>	<b>2,908,874</b>	<b>2,898,374</b>	<b>2,522,100</b>	<b>2,216,600</b>	<b>(305,500)</b>	<b>-12.11%</b>

\*\*\*Per DESE starting in FY18 Nauset will budget a portion of expenditures directly out of Revolving Funds instead of appropriations for those revolving funds revenue budgeted as a general fund revenue source (Transfer-In).

# **NAUSET REGIONAL SCHOOL DISTRICT**

FY 2022 BUDGET

## **HIGH SCHOOL BUDGET**

NAUSET REGIONAL SCHOOL DISTRICT											
FY 2022 BUDGET WORKSHEET											
										1/7/21	
										ver 1	
<b><i>Nauset High School</i></b>											
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Proposed	Dollar	%
		2017-2018	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021	2021-2022	Increase	Increase
Salaries Principals	8301	\$361,321	\$378,532	\$370,354	\$385,780	\$393,286	\$391,267	\$391,267	\$391,267	\$0	0.00%
Salaries Secretary	8302	\$133,770	\$132,063	\$140,004	\$138,237	\$145,456	\$143,594	\$145,921	\$145,921	\$0	0.00%
Substitutes Secretary	8303	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Contracted Svcs Office Equipment	8304	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Supplies General Office	8305	\$5,400	\$5,533	\$5,200	\$5,064	\$5,000	\$4,511	\$5,000	\$4,000	-\$1,000	-20.00%
Other Office Expenses	8306	\$39,480	\$29,064	\$16,280	\$17,585	\$15,763	\$13,201	\$17,700	\$15,700	-\$2,000	-11.30%
Salaries Department Heads	8307	\$33,642	\$44,118	\$35,175	\$55,275	\$56,661	\$56,661	\$56,661	\$56,661	\$0	0.00%
Contracted Svcs Non-Instr Technology	8308	\$59,760	\$45,402	\$59,794	\$49,638	\$66,146	\$67,964	\$59,857	\$74,850	\$14,993	25.05%
Supplies Non-Instr Technology	8309	\$4,180	\$5,119	\$3,200	\$9,950	\$5,000	\$3,484	\$5,000	\$3,000	-\$2,000	-40.00%
Hardware Non-Instr Technology	8310	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$637,553</b>	<b>\$639,831</b>	<b>\$630,007</b>	<b>\$661,529</b>	<b>\$687,312</b>	<b>\$680,682</b>	<b>\$681,406</b>	<b>\$691,399</b>	<b>\$9,993</b>	<b>1.47%</b>
Salaries Teachers	8311	\$6,252,849	\$6,200,059	\$6,467,307	\$6,449,346	\$6,714,147	\$6,767,259	\$6,416,662	\$6,240,774	-\$175,888	-2.74%
Salaries Librarian	8404	\$95,634	\$95,634	\$98,025	\$98,025	\$100,476	\$100,976	\$100,476	\$0	-\$100,476	-100.00%
Stipends Teachers	8312	\$97,310	\$91,063	\$89,456	\$89,432	\$93,759	\$89,371	\$93,759	\$3,142	-\$90,617	-96.65%
Stipends Mentors	8313	\$14,332	\$5,395	\$14,915	\$8,640	\$10,110	\$1,011	\$10,110	\$8,813	-\$1,297	-12.83%
Salaries Tutors	8401	\$24,789	\$11,367	\$15,000	\$10,636	\$3,000	\$3,971	\$7,400	\$4,000	-\$3,400	-45.95%
Salaries Coord & Team Leaders	8314	\$7,500	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Substitutes Teachers	8315	\$36,500	\$44,201	\$40,000	\$49,495	\$35,000	\$43,504	\$37,500	\$49,495	\$11,995	31.99%
Substitutes Long Term	8316	\$0	\$43,428	\$10,000	\$106,804	\$35,000	\$60,785	\$35,000	\$60,785	\$25,785	73.67%
Salaries Ed Assistants	8317	\$0	\$0	\$0	\$0	\$0	\$27,535	\$27,236	\$0	-\$27,236	-100.00%
Contracted Svcs Prof Development	8320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Other Professional Development	8321	\$7,000	\$4,680	\$4,000	\$1,734	\$5,000	\$2,598	\$8,000	\$8,000	\$0	0.00%
Salaries Teacher/Instr Prof Days	8318	\$0	\$2,447	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Substitutes Prof Development	8319	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$6,535,914</b>	<b>\$6,504,274</b>	<b>\$6,738,703</b>	<b>\$6,814,112</b>	<b>\$6,996,492</b>	<b>\$7,097,010</b>	<b>\$6,736,143</b>	<b>\$6,375,009</b>	<b>-\$361,134</b>	<b>-5.36%</b>

<b><u>Nauset High School</u></b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Dollar</b>	<b>%</b>
		<b>2017-2018</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase</b>	<b>Increase</b>
Textbooks/Software & Media	8322	\$37,300	\$37,399	\$36,000	\$38,655	\$43,000	\$32,684	\$41,900	\$39,621	-\$2,279	-5.44%
Contracted Svcs Instructional Mater	8324	\$10,000	\$3,055	\$6,000	\$2,555	\$3,250	\$3,725	\$3,225	\$3,331	\$106	3.29%
Other Instructional Materials	8323	\$69,950	\$62,706	\$70,630	\$69,937	\$63,000	\$59,761	\$68,917	\$71,336	\$2,419	3.51%
Instructional Equipment	8325	\$40,200	\$42,521	\$40,000	\$38,898	\$43,500	\$44,342	\$43,500	\$39,870	-\$3,630	-8.34%
Supplies General	8326	\$14,500	\$6,838	\$11,000	\$8,544	\$12,000	\$7,008	\$10,771	\$8,715	-\$2,056	-19.09%
Contracted Svcs Other Instr Service	8327	\$32,500	\$52,252	\$35,000	\$27,771	\$50,800	\$19,351	\$14,589	\$28,465	\$13,876	95.11%
Other Instructional Services	8328	\$11,375	\$6,059	\$11,400	\$13,068	\$8,000	\$8,586	\$9,000	\$13,329	\$4,329	48.10%
Contracted Svcs Instructional Tech	8329	\$7,359	\$68,550	\$3,400	\$17,179	\$22,317	\$12,413	\$41,976	\$66,263	\$24,287	57.86%
Supplies Instructional Technology	8330	\$7,000	\$3,203	\$6,000	\$452	\$6,000	\$1,542	\$4,812	\$3,267	-\$1,545	-32.11%
Library/Media Instr Hardware	8331	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Classroom Instructional Hardware	8332	\$45,530	\$40,233	\$163,780	\$153,170	\$96,291	\$92,129	\$113,740	\$84,676	-\$29,064	-25.55%
Instructional Software	8333	\$4,000	\$2,681	\$2,500	\$21,535	\$4,000	\$18,587	\$3,800	\$19,051	\$15,251	401.34%
Supplies-Other Instructional Services	8406	\$0	\$3,520	\$0	\$29	\$3,300	\$1,812	\$800	\$1,857	\$1,057	132.13%
		<b>\$279,714</b>	<b>\$329,017</b>	<b>\$385,710</b>	<b>\$391,793</b>	<b>\$355,458</b>	<b>\$301,940</b>	<b>\$357,030</b>	<b>\$379,781</b>	<b>\$22,751</b>	<b>6.37%</b>
Salaries Guidance Counselors	8334	\$514,208	\$530,646	\$535,082	\$534,231	\$545,849	\$558,230	\$545,849	\$606,081	\$60,232	11.03%
Salaries Secretary Guidance	8335	\$37,486	\$38,016	\$35,877	\$34,654	\$37,748	\$36,493	\$38,869	\$38,869	\$0	0.00%
Supplies Guidance	8336	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Other Guidance	8337	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Contracted Services Testing	8338	\$3,100	\$2,664	\$3,100	\$2,889	\$3,100	\$2,938	\$2,500	\$2,997	\$497	19.88%
		<b>\$554,794</b>	<b>\$571,326</b>	<b>\$574,059</b>	<b>\$571,774</b>	<b>\$586,697</b>	<b>\$597,661</b>	<b>\$587,218</b>	<b>\$647,947</b>	<b>\$60,729</b>	<b>10.34%</b>
Salaries Nurse	8339	\$98,183	\$97,512	\$102,859	\$102,188	\$108,304	\$107,632	\$108,304	\$108,304	\$0	0.00%
Substitute Nurse	8340	\$0	\$150	\$0	\$375	\$0	\$750	\$0	\$0	\$0	0.00%
Contracted Svcs Medical/Health	8341	\$2,000	\$323	\$1,500	\$148	\$1,500	\$393	\$1,500	\$1,530	\$30	2.00%
Supplies Medical/Health	8342	\$3,500	\$225	\$2,500	\$1,564	\$2,300	\$1,830	\$2,000	\$2,000	\$0	0.00%
Other Medical/Health	8343	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$103,683</b>	<b>\$98,210</b>	<b>\$106,859</b>	<b>\$104,275</b>	<b>\$112,104</b>	<b>\$110,605</b>	<b>\$111,804</b>	<b>\$111,834</b>	<b>\$30</b>	<b>0.03%</b>
Salaries Athletics	8348	\$384,687	\$394,654	\$419,938	\$442,139	\$431,667	\$396,998	\$432,171	\$432,171	\$0	0.00%
Transportation Contracted Svcs Ath	8349	\$70,000	\$78,575	\$66,000	\$60,575	\$65,000	\$49,199	\$55,000	\$62,809	\$7,809	14.20%
Contracted Services Officials	8350	\$35,900	\$34,402	\$36,000	\$35,325	\$35,000	\$26,192	\$35,000	\$36,031	\$1,031	2.95%
Contracted Services Athletics	8400	\$30,000	\$47,472	\$34,000	\$56,692	\$47,500	\$47,905	\$48,000	\$57,826	\$9,826	20.47%
Supplies Athletics	8351	\$23,000	\$24,008	\$30,000	\$27,827	\$24,000	\$17,755	\$10,000	\$28,384	\$18,384	183.84%
Other Athletics	8352	\$20,076	\$17,368	\$18,500	\$19,632	\$17,000	\$13,264	\$17,000	\$20,025	\$3,025	17.79%
		<b>\$563,663</b>	<b>\$596,479</b>	<b>\$604,438</b>	<b>\$642,190</b>	<b>\$620,167</b>	<b>\$551,313</b>	<b>\$597,171</b>	<b>\$637,246</b>	<b>\$40,075</b>	<b>6.71%</b>

<b>Nauset High School</b>											
		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Dollar</b>	<b>%</b>
		<b>2017-2018</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase</b>	<b>Increase</b>
Cafeteria Salaries	8409	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Café Other	8410	\$0	\$437	\$0	\$4,818	\$0	\$8,088	\$0	\$0	\$0	0.00%
		<b>\$0</b>	<b>\$437</b>	<b>\$0</b>	<b>\$4,818</b>	<b>\$0</b>	<b>\$8,088</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
Salaries Student Activities	8353	\$37,224	\$38,387	\$39,188	\$39,366	\$38,165	\$42,215	\$41,300	\$38,165	-\$3,135	-7.59%
Other Activities Expense	8383	\$10,000	\$12,663	\$10,000	\$14,592	\$11,000	\$16,195	\$12,000	\$14,957	\$2,957	24.64%
		<b>\$47,224</b>	<b>\$51,050</b>	<b>\$49,188</b>	<b>\$53,958</b>	<b>\$49,165</b>	<b>\$58,410</b>	<b>\$53,300</b>	<b>\$53,122</b>	<b>-\$178</b>	<b>-0.33%</b>
Salaries Custodians	8354	\$373,576	\$370,192	\$380,555	\$367,541	\$383,426	\$385,080	\$385,678	\$385,678	\$0	0.00%
Substitutes Custodians	8355	\$0	\$691	\$0	\$5,046	\$0	\$434	\$0	\$0	\$0	0.00%
Overtime Custodians	8356	\$3,100	\$6,267	\$3,100	\$3,694	\$3,100	\$482	\$2,000	\$2,000	\$0	0.00%
Contracted Services Custodial	8357	\$0	\$0	\$0	\$758	\$0	\$0	\$0	\$0	\$0	0.00%
Supplies Custodial	8358	\$49,000	\$31,621	\$49,000	\$45,992	\$40,000	\$41,176	\$40,250	\$41,256	\$1,006	2.50%
Other Custodial Expense	8359	\$0	\$0	\$0	\$234	\$0	\$162	\$0	\$0	\$0	0.00%
Fuel Oil/Gas	8364	\$86,825	\$86,267	\$86,825	\$109,673	\$86,000	\$94,178	\$112,963	\$112,963	\$0	0.00%
Propane	8365	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Electric Service	8366	\$147,047	\$136,910	\$132,000	\$109,115	\$107,000	\$88,906	\$102,389	\$102,389	\$0	0.00%
Telephone	8367	\$30,000	\$23,145	\$25,200	\$23,334	\$25,200	\$14,695	\$15,200	\$15,200	\$0	0.00%
Water	8368	\$0	\$20	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$689,548</b>	<b>\$655,113</b>	<b>\$676,680</b>	<b>\$665,387</b>	<b>\$644,726</b>	<b>\$625,113</b>	<b>\$658,480</b>	<b>\$659,486</b>	<b>\$1,006</b>	<b>0.15%</b>
Contracted Services Grounds	8360	\$11,440	\$26,480	\$16,500	\$29,990	\$16,500	\$21,371	\$18,500	\$18,500	\$0	0.00%
Contracted Services Buildings	8361	\$23,200	\$51,771	\$25,000	\$14,705	\$25,000	\$34,976	\$16,000	\$16,000	\$0	0.00%
Security Contracted Services	8402	\$58,800	\$55,000	\$57,500	\$55,000	\$57,000	\$55,000	\$55,000	\$56,100	\$1,100	2.00%
Contracted Services Equipment	8362	\$51,500	\$60,079	\$46,500	\$20,170	\$50,000	\$33,554	\$50,247	\$51,503	\$1,256	2.50%
		<b>\$144,940</b>	<b>\$193,330</b>	<b>\$145,500</b>	<b>\$119,865</b>	<b>\$148,500</b>	<b>\$144,901</b>	<b>\$139,747</b>	<b>\$142,103</b>	<b>\$2,356</b>	<b>1.69%</b>
Contracted Svcs Extraordinary Main	8369	\$0	\$40,591	\$0	\$5,480	\$0	\$0	\$0	\$0	\$0	0.00%
Supplies Extraordinary Maintenance	8370	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Acquisition of Equipment	8371	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$0</b>	<b>\$40,591</b>	<b>\$0</b>	<b>\$5,480</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>





**NAUSET REGIONAL HIGH SCHOOL**

**2021-2022**

**Budget Justification**

**January 7, 2021 version 1**

**Salaries Principals (8301)**

- One (1) Principal – per contract
- Two (2) Assistant Principals – per contract

**Total: \$ 391,267**

**Salaries Secretaries (8302)**

- Two (2) office secretaries – per contract
- Attendance/Accounting secretary – per contract

**Total: \$ 145,921**

**Substitutes Secretary (8303)**

**Total: \$ 0**

**Contracted Svcs Office Equipment (8304)**

**Total: \$ 0**

**Supplies General Office (8305)**

These supplies are for the Main Office, Guidance Office, and Special Needs. Expenses include paper, printing, markers, white board cleaner, file folders, envelopes, and other general supplies.

**Total: \$ 4,000**

**Other Principal Expenses (8306)**

- New England Assoc. Schools & Colleges
- 3 MSSAA Memberships,
- MSSAA Summer Institute
- NASSP
- Awards for Underclass, Senior Class,
- Postage
- Administrative professional Development

**Total: \$ 15,700**

**Salaries Department Heads (8307)**

10 Department heads and 1 Coordinator of Online Courses @ \$5,151 per position:  
World Language, Science, Math, English, History, Applied Fine Arts, Business/Technology,  
Physical Education, ELL, Guidance, and Coordinator of Online Courses.

**Total: \$ 56,661**

**Contracted Services Non-Instructional Technology (8308)**

**Airwatch - Device Management MDM** **\$11,979**  
The district will be using an MDM system to manage iOS devices. The MDM is required and allows the IT Department to provide seamless integration for app and profile deployment, resetting passwords, data protection, remote wipe and full inventory reporting.

**Aspen** **\$5,060**  
Follett's X2 is the student information system. The cost is based on the number of students in each building.

**Blackboard Engage-Website** **\$1,044**  
Currently the District subscribes to Blackboard Engage web services. This is a template based web design that allows the schools to easily manage their web page. In addition, the service provides teacher accounts for teachers to have classroom webpages. All hosting and support is included.

**Cloud Backup Storage Back Up System** **\$1,840**  
Using Datto cloud based services our student and staff files will be secured and retrievable off site.

**Consulting - Technical Support** **\$500**  
Technical Assistance with unique problems utilizing IT consulting firms.

**Crisis Go-Web base Emergency Response Program** **\$474**  
This is an emergency communications and incident management program for all Nauset schools.

**Open Cape Net** **\$18,000**  
Internet Service Provider and provides Internet access. During the FY14/15 school years the District saw explosive growth in the use of technology. One of the biggest issues resulting from that growth was access to web based services. To resolve this, the District has increased bandwidth or added dedicated service where appropriate. The cost of increased service is expensive, but necessary due to the growing use of technology.

<b>Open Cape - TLS</b>	<b>\$5,400</b>
This is a TLS line that allows the Nauset Schools to operate in a wide area network environment to share resources and streamline services/support.	
<b>PDQ Deploy and Inventory</b>	<b>\$114</b>
This program is used to push out updates like Adobe Flash to computers eliminating the need for technical staff to “touch” each computer.	
<b>POS System (Lunch Program)</b>	<b>\$1,398</b>
Point of Sale is the food service program used to record student lunches. It is cloud based.	
<b>Parent Square</b>	<b>\$3,796</b>
This is a robo calling service to inform students and families of emergencies and events that involve their schools. The cost is based on the number of students in each building.	
<b>Raptor Security</b>	<b>\$510</b>
This system allows the schools to screen out registered sex offenders, manage custody issues, coordinated volunteers and respond to emergencies.	
<b>Registration Gateway</b>	<b>\$3,091</b>
<b>Secure –email</b>	<b>\$461</b>
To ensure that sensitive data on students is protected when emailed an encryption service is used to protect the data.	
<b>Securely Web Filtering</b>	<b>\$1,100</b>
<b>Smartboard License Upgrade</b>	<b>\$1,634</b>
<b>SNAP Health Program</b>	<b>\$2,392</b>
This is a school health management program that works alongside our student information system to support school nurses in caring for students.	
<b>Sophos Filtering-Unified Networks</b>	<b>\$6,277</b>
Includes Firewall protection.	
<b>Substitute Online</b>	<b>\$521</b>
This is the latest technology in substitute dispatching for absent teachers and other school employees.	
<b>TeachPoint Evaluation Software</b>	<b>\$2,476</b>
Teach Point is the District’s evaluation reporting tool. All certified staff are reviewed using criteria listed in the Teach Point forms.	

**Veeam Cloud Backup** \$583

**Laptops** \$ 2,200

**Replacement Ipads** \$ 4,000

**Total: \$ 74,850**

**Supplies Non-Instr Technology (8309)**

This account is used for toner cartridges for laser printers and printer cartridges.

**Total: \$ 3,000**

**Hardware Non-Instr Technology (8310)**

**Total: \$0**

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**Salaries Teachers (8311)**

List includes staff by departments and staffing patterns. Contracts for 2020-2021 set the individual staff members' salaries.

**Total: \$ 6,240,774**

**Librarian (8404)**

One Full Time Librarian – reduction due to change in programming.

**Total: \$ 0**

**Stipends Teachers (8312)**

- 1 Chorus Leader
- 1 Jazz Leader

**Total: \$3,142**

**Stipends Mentors (8313)**

New teachers work with a mentor during their first three years. Anticipating 4 mentors for the 2021-2022.

**Total: \$8,813**

**Salaries Tutors (8401)**

During the school year, due to medical or disciplinary reasons, tutoring may be required under the law. An educational and restorative justice response to student discipline has resulted in a decrease in suspensions, which has reduced the need for funding in this account. Development of Remote learning has also reduced tutoring by giving students who are not on campus access to classes.

**Total: \$ 4,000**

**Salaries Coord. / Team Leaders (8314)**

No funding is requested in FY22 because this work previously conducted by this account has been redistributed across main/guidance office staff, administrators, and guidance counselors.

**Total: \$ 0**

**Substitute Teachers (8315)**

The substitute teacher rate is \$90. The substitute nurse rate is \$150. This will fund approximately 389 days.

**Total: \$ 49,495**

**Long Term Substitutes (8316)**

Every year we have had the need for long term substitutes due to various faculty circumstances. Funding is requested in anticipation of the need for the equivalent of three long term subs to cover for three semesters. (\$257 per day for 180 days)

**Total: \$ 60,785**

**Salaries Ed Assistants (8317)**

Moved to 8311. No funding requested for FY22.

**Total: 0**

**Contracted Srvcs Professional Development (8320)**

**Total: \$ 0**

**Other Professional Development (8321)**

This account funds conferences or programs that our staff can benefit from.

**Total: \$ 8,000**

**Salaries Teacher/Instr Prof Days (8318)**

**Total: \$ 0**

**Substitutes Prof Development (8319)**

**Total: 0**

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**Textbooks (8322)**

To replace worn out, lost textbooks, and/or new additions or series of books. The average cost is \$95 a book. This account provides for approximately 452 books.

**Total: \$ 39,621**

**Contracted Services Instructional Material (8324)**

Piano tuning, tool sharpening, printing, gas & O2 for art metal, repair sewing machines, woodshop, air cleaners, service sewing machines, service kilns, and scale calibrations.

**Total: \$ 3,331**

**Other Instructional Materials (8323)**

- Teaching Supplies for Art Classes
- Culinary Arts
- Woodworking
- Art Metal/Welding
- Science Lab Supplies
- Library Books
- Library Supplies
- Other Classroom Supplies

**Total: \$ 71,336**

**Instructional Equipment (8325)**

5 Copy machine leases, scientific equipment, LCD projectors, digital cameras (photography), and replace shop equipment.

**Total: \$ 39,870**

**General Supplies (8326)**

Paper, video tapes, batteries, lab kits, science, math supplies, and dry erase markers.

**Total: \$ 8,715**

**Contracted Svcs Other Instr Service (8327)**

Field trips in district and out of district; Music & Drama trips to competitions and performances; entry fees and costs for Applied and Fine Arts Competition; cleaning shop air filters; Virtual High School online coursework. This funding will provide twenty five (25) students a semester course at NRHS. This will be possible for both semesters totaling 50 selections and our E2020 online coursework for Project Access and other students seeking the program. ASL faculty interpreter.

**Total: \$ 28,465**

**Other Instructional Services (8328)**

- Microscopes and Scales serviced
- Industrial Arts Blades sharpened
- Shop Ventilation System
- Music Equipment

**Total: \$ 13,329**

**Contracted Services Instructional Technology (8329)**

**Destiny Library Follet** **\$1,926**

**Canvas\*** **\$11,500**

A learning management system that interfaces with our Aspen system and provides one unified space for all things course related for students, families, and academic support. \$4,500 One time setup. \$7,000 per year for 1,000 users.

**Grade** **\$2,000**

**iPad Apps** **\$300**

**iPad Repairs** **\$890**

**Learning Ally** **\$2,499**

**One SchoolHouse** **\$10,000**

Madarin online instruction to serve students at multiple levels.

<b>Naviance</b>	<b>\$3,174</b>
College application program used by guidance for students in the college application process.	
<b>Nearpod*</b>	<b>\$4,000</b>
Software to allow for the collection of student work during class time and tracking student engagement demonstrated by work completed during class in response to teacher prompts.	
<b>Panorama*</b>	<b>\$13,000</b>
Program to gather data with analysis to facilitate early intervention for struggling students. Used by guidance and student life to identify struggling students for early intervention.	
<b>PickaTime*</b>	<b>\$900</b>
A program to support our parent teacher conferences. The program allows families to sign up for conferences and helps teachers be prepared for those meetings by being aware of the appointments in advance.	
<b>Read Naturally</b>	<b>\$324</b>
<b>VHS/e20</b>	<b>\$15,750</b>
Virtual High School and Edgenuity both provide online classes.	
<b>*NEW PROGRAMS</b>	
<b>Total: \$66,263</b>	

**Supplies Instructional Technology (8330)**

Printer/Toner for copy machines  
 Printer Cartridges  
 3D printer extrusion materials

**Total: \$ 3,267**

**Classroom Instructional Hardware (8332)**

This line item funds the cost for the annual lease for one lease payment for iPads for year four of a four year lease agreement (\$44,040). Previously, this account funded for a second lease payment for iPads in the amount of \$106,780. The District will not be seeking funds for a new four year lease as the existing iPads will be used for another year. (this will be year 7) Funds will be used to replace 38 faculty laptops at approximately \$1,069 per machine (\$40,636). Remaining funds will be applied towards minor repairs (broken screens etc.), computer upgrades for SSD drives and DDR3 Rams as funds permit.

**Total: \$ 84,676**

**Instructional Software (8333)**

Each department updates, upgrades and replaces software.

**Total: \$ 19,051**

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**Supplies-Other Instructional Services (8406)**

**Total: \$ 1,857**

**Salaries Guidance Counselors (8334)**

5 full time Guidance Counselors and 2 full time Adjustment Counselors.

**Total: \$ 606,081**

**Salaries Secretary Guidance (8335)**

(1) 11 month Guidance Secretary per contract. (Added \$4,000 for additional month to have full coverage in summer)

**Total: \$ 38,869**

**Supplies Guidance (8336)**

**Total: \$ 0**

**Other Guidance (8337)**

**Total: \$ 0**

**Contracted Services Testing (8338)**

Naviance Software Contract (\$2,500): Software for the organization, development and planning for college placement.

**Total: \$2,997**

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**Salaries Nurse (8339)**

Funds 1FTE nurse and .50FTE nurse.

**Total: \$ 108,304**

**Substitute Nurse (8340)**

Blended into the teachers substitute account # 8315.

**Total: \$ 0**

**Contracted Services Medical /Heath (8341)**

Cleaning blankets, servicing machines and scales.

**Total: \$ 1,530**

**Supplies Medical / Health (8342)**

Everyday supplies used in treating students. Band-Aids, gauge pads, tape, etc.

**Total: \$ 2,000**

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**Salaries Athletics (8348)**

Funding of the various coaches involved in the funded sports per contract.

- Athletic Director/Activities Coordinator
- Athletic Trainer
- 50% Assistant Athletic Trainer
- Coaches

**Total: \$ 432,171**

**Transportation Contracted Services (8349)**

This figure represents close to 150 away trips for all the funded sports programs. The prices vary due to distance and time of trip. The additional money requested is to cover MIAA State Tournament trips.

**Total: \$ 62,809**

**Contracted Services Officials (8350)**

Each athletic event will be officiated by an assigned board certified officials. The fees are set by the state associations. Increases by contract through the MIAA.

- Soccer
- Field Hockey
- Wrestling
- Football
- Baseball
- Basketball

**Total: \$ 36,031**

**Contracted Services Athletics (8400)**

- Swimming Pool Rental
- Hockey Rink Rental
- Reconditioning Equipment and
- Minor repair of Jerseys, Helmets
- Yacht Club

**Total: \$ 57,826**

**Supplies Athletics (8351)**

Daily and seasonal equipment; uniform replacements; and new uniform purchases. Money will be divided among the various sports. This account also funds the awards presented at the three Athletic Awards Programs.

**Total: \$ 28,384**

**Other Athletics (8352)**

Cost associated with League matters necessary for scheduling, assigning officials, workshops, and awards. Some sports require entry fees to participate in various meets.

Examples: ACL League dues (\$4,790)                      MIAA (\$3,750)

**Total: \$ 20,025**

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**Cafeteria Salaries (8409)**

This account funds any potential cafeteria deficits in the Cafeteria Revolving Account. No funding is being requested in FY22.

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**Salaries Student Activities (8353)**

This line funds the following activities on campus:

<u>Class Advisors:</u>	
2 Gr. 9 class advisors @ \$556	\$ 1,112
2 Gr.10 class advisors @ \$556	\$ 1,112
3 Gr.11 class advisors @ \$920	\$ 2,760
2 Gr.12 class advisors @ \$1,642	\$ 3,284
Sub Total:	\$ 8,268

Coordinators

○ Awards Night Coordinators 2@638	\$ 1,276
○ Graduation Coordinator 2@\$365	\$ 730
○ Coordinator of Scholarships	\$ 3,168
Sub Total:	\$ 5,174

Student Group Advisor

○ Student Council Advisor - 2@ \$2,191	\$ 4,382
○ Best Buddies Advisors	\$ 732
○ National Honor Society Advisor 2@\$600	\$ 1,200
Sub Total:	\$ 6,314

Student Annual Project Advisor

○ Yearbook – Literary Advisor	\$ 1,682
○ Yearbook – Business Advisor	\$ 721
○ Literary Magazine Advisor	\$ 994
Sub Total:	\$ 3,397

Student Competition Group Advisor

○ Model UN	\$ 732
○ Mock Trial Advisor 2@\$1,466	\$ 2,932
Sub Total:	\$ 3,664

Club Advisors

○ Iron Chef	\$ 732
○ Chess Club	\$ 732
○ Key Club	\$ 732
○ Art Club	\$ 732
○ Math Club	\$ 1,200
Sub Total:	\$ 4,128

Art Performance Group Advisors

○ Drama Technical Director	\$ 4,287
Sub Total:	\$ 4,287

School Service Groups

○ Community Service	\$ 2,933
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**Total: \$ 38,165**

**Other Activities Expense (8383)**

This is for Police coverage at events and printing of programs for various events.

**Total: \$14,957**

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**Salaries Custodians (8354)**

Staffing includes 7.0 custodians, one full time groundsman, and one full time maintenance person. The contract provides incentives for perfect attendance (\$250), (1 absence \$150) and clothing allowance (\$300 x 7). Clothing stipend is taxable. Funding previously provided in line item #8359 Other Custodial Expense.

**Total: \$ 385,678**

**Substitute Custodians (8355)**

**Total: 0**

**Overtime Custodians (8356)**

Saturday events, storms, alarm calls and graduation require coverage at overtime rates.

**Total: \$ 2,000**

**Contracted Services Custodial**

**Total: \$ 0**

**Supplies Custodial (8358)**

General supplies include paper products, trash liners, and cleaning materials. Outside facilities including lights, general repair, paint, heating system, gas, etc.

**Total: \$ 41,256**

**Other Custodial Expense (8359)**

The contract provides incentives for perfect attendance (\$250), (1 absence \$150) and clothing allowance (\$300 x 7). Funding is provided in line item #8354 Salaries Custodians.

**Total: \$ 0**

**Fuel Oil / Gas (8364)**

Line item costs for natural gas are level-funded for FY22.

**Total \$112,963**

**Propane (8365)**

**Total: \$ 0**

**Electric Service (8366)**

Line item costs for electricity level-funded for FY22. Line reflects SRECS credits for solar in the amount of \$30,000. In addition, the District has partnered with the Town of Wellfleet in a Power Purchase Agreement and anticipates savings of \$10,000 in electrical service beginning in January, 2020. Line item reflects this savings in FY22.

**Total: \$ 102,389**

**Telephone (8367)**

Line item costs for telephone contract is level-funded for FY22.

**Total: \$ 15,200**

**Water (8368)**

Cost of monitoring and testing water. No funding is requested for FY21. Costs to be covered by the Town of Eastham.

**Total: \$ 0**

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**Contracted Services Grounds (8360)**

Maintain and repair problems with irrigation; repairs to equipment, mowers, tractor. Snow removal is contracted for the interior portion of campus. Rental equipment is used sparingly.

**Total: \$ 18,500**

**Contracted Services Building (8361)**

Elevator inspection and licensing; various trades, carpet, roof, windows, plumbing, and hazardous waste removal.

**Total: \$ 16,000**

**Security Contracted Services (8402)**

One full time School Resource officer contracted with the Town of Eastham. The funds are paid to the town of Eastham.

**Total: \$ 56,100**

**Contracted Services Equipment (8362)**

- Bleachers
- Heating System
- Inspections (problems to be fixed)
- Folding Doors
- Mechanical Air Control
- Boiler Cleaning
- Water Pump
- Septic
- Energy Management
- Fire Extinguisher
- Repairs

**Total: \$ 51,503**

**Contracted Svs Extraordinary Main (8369)**

**Total: \$0**

**Supplies Extraordinary Main (8370)**

**Total: \$ 0**

**Acquisition Equipment (8371)**

**Total: \$ 0**

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**SE Salaries Dept. Head (8399)**

One department head, who is responsible for scheduling the various students in the program, budget evaluation and the department's current needs. No funds are requested in this line item for FY22 as funding is included in line item #8307 Salaries Department Heads.

**Total: \$ 0**

**SE Salaries Teachers (8372)**

This salary line funds special needs teachers.

**Total: \$ 599,542**

**SE Salaries Summer School (8373)**

Extended school year program is primarily vocational in nature. Special needs students are placed in work experience opportunities. Job coaches are hired to oversee.

**Total: \$17,000**

**SE Salaries Tutors (8374)**

During the school year, due to medical or disciplinary reasons tutoring can be required under the law. Some services are necessary as part of the summer.

**Total: \$ 21,500**

**SE Contracted Services Tutors (8375)**

We are required at times to contract tutoring services as required by law. A student could be in a required program where the educational component is provided by their teachers (hospital, rehab, and jail).

**Total: \$10,000**

**SE Salaries Medical / Therapy (8376)**

This line funds a full time speech therapist and OT/PT. Students who receive these services are assigned as a result of the IEP process.

**Total: \$ 142,635**

**SE Contracted Svcs Medical/Therapeutic (8377)**

This line is for occupational, vision, physical therapy. Students who receive these services are assigned as a result of the IEP process. Costs merged with line item #8376.

**Total: \$ 0**

**SE Substitutes (8378)**

Merged this line in the regular substitute teacher line #8315.

**Total: \$ 0**

**SE Substitutes Long Term (8379)**

**Total: \$ 15,000**

**SE Salaries Ed Assistants (8380)**

This line includes the salaries for 14 educational assistants. In addition, this line item funds the Extended School Day stipends for vocational experiences in a Life Skills Program. (\$4,000)

**Total: \$479,333**

**SE Coordinator (8415)**

An administrative level position shared 50/50 between middle school and high school to coordinate and provide consistency for students in both schools regarding IEPs and support programs/strategies.

**Total: \$46,000**

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**SE Textbooks/Software/Media (8381)**

Supplemental text that are grade and age appropriate for the variety of students in the program. Purchase digital books as needed.

**Total: \$ 965**

**SE Other Instructional Materials (8382)**

Sound proofing materials used in classrooms for the hard of hearing students. No funding is requested in FY22.

**Total: \$ 0**

**SE Supplies General (8384)**

Classroom amplification, gloves, wipes, etc. No Funding is requested in FY22.

**Total: \$ 0**

**SE Contracted Svcs Other Instructional (8385)**

Bridge Program (\$5,000) that supports students reentering school after hospitalization.

**Total: \$ 5,000**

**SE Other Expense (8386)**

Personal Care Stipend 1@ \$1,000. No funding requested in this line item for FY22. Expenses are included in line item #8384 SN Supplies General.

**Total: \$ 0**

**SE Supplies Instructional Technology (8387)**

Printer cartridges. No funding requested in this line item for FY22. Expenses are included in line item #8384 SN Supplies General.

**Total: \$ 0**

**SE Instructional Hardware (8388)**

Funds the technology needs of the incoming Middle School Students. No funding requested in this line item for FY22. Expenses are included in line item #8384 SN Supplies General.

**Total: \$ 0**

**SE Instructional Software (8389)**

Funding provides for special software needed by students with special learning needs. No funding requested in this line item for FY22. Expenses are included in line item #8384 SN Supplies General.

**Total: \$ 0**

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**Salaries Psychologist (8390)**

One full time Psychologist -

**Total: \$ 71,018**

**SE Salaries Secretaries (8391)**

One full time Special Needs Secretary -

**Total: \$47,013**

**SE Supplies Guidance (8329)**

**Total: \$ 0**

**SE Other Guidance (8393)**

**Total: \$ 0**

**SE Supplies Testing & Assessment (8394)**

Testing materials for initial evaluations or three year re-evaluations projecting up to seventy evaluations. No funding requested in this line item for FY22. Expenses are included in line item #8384 SN Supplies General.

**Total: \$ 0**

**SN Contracted Services Psychological (8395)**

Outside referrals for psychiatric, medical, neuropsychological, and clinical evaluations. Vocational assessments (necessary for life skills students) job coaching contacted through Community Connections.

**Total: \$ 26,985**

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**Access Program (13105)**

Funds staff positions in the Teaching Salaries Account. No funding requested in this line item for FY22.

**Total: \$ 0**

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**SN Collaborative Assessment (8398)**

Per student assessment is \$1 X 877 students

**Total: \$ 877**

**Salary Technology Support (8412)**

This line item funds the salary for two positions. The first position is a Technology Support Staff person who maintains the technology infrastructure of the High School campus. The second position is for a Region Data Specialist who is responsible for preparing State reports and schedules. This position is funded entirely by the High School. Previously, this position was funded 50% by the High School and 50% by the Middle School. In addition, the Director of Technology and Innovation in charge of various collegiate partnerships and piloting new programming at the High School was budgeted in this line item. The position is now being funded by grants.

# **NAUSET REGIONAL SCHOOL DISTRICT**

FY 2022 BUDGET

## **MIDDLE SCHOOL BUDGET**

NAUSET REGIONAL SCHOOL DISTRICT											1/7/2021
FY 2022 BUDGET WORKSHEET											Ver. 1
<i>Nauset Middle School</i>											
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Proposed	Dollar	%
		2017-2018	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021	2021-2022	Increase	Increase
Salaries Principals	8001	\$259,822	\$282,953	\$266,318	\$246,284	\$261,508	\$286,500	\$245,000	\$245,000	\$0	0.00%
Salaries Secretary	8002	\$110,408	\$109,678	\$113,860	\$99,047	\$97,727	\$96,420	\$97,960	\$110,109	\$12,149	12.40%
Substitutes Secretary	8003	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Contracted Services	8004	\$4,900	\$3,956	\$4,974	\$3,601	\$5,048	\$3,131	\$5,123	\$5,251	\$128	2.50%
Supplies and Equipment	8005	\$12,545	\$5,509	\$12,733	\$3,241	\$12,924	\$5,097	\$13,117	\$13,445	\$328	2.50%
Other Office Expenses	8006	\$4,809	\$4,017	\$4,881	\$7,923	\$4,954	\$3,163	\$5,028	\$5,155	\$127	2.53%
Salaries Department Head	8007	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Contracted Svcs Non-Inst Technology	8008	\$26,420	\$30,038	\$51,044	\$30,511	\$49,305	\$31,218	\$48,770	\$56,251	\$7,481	15.34%
Supplies & Equipment Non-Instr Tech	8009	\$4,260	\$1,833	\$4,324	\$3,588	\$4,260	\$8,456	\$4,324	\$4,432	\$108	2.50%
Hardware Non-Instr Technology	8010	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$423,164</b>	<b>\$437,984</b>	<b>\$458,134</b>	<b>\$394,195</b>	<b>\$435,726</b>	<b>\$433,985</b>	<b>\$419,322</b>	<b>\$439,643</b>	<b>\$20,321</b>	<b>4.85%</b>
Salaries Teachers	8011	\$3,593,507	\$3,510,512	\$3,664,970	\$3,619,142	\$3,725,321	\$3,719,146	\$3,689,243	\$3,639,366	-\$49,877	-1.35%
Salaries Librarian	8104	\$90,074	\$90,074	\$92,326	\$92,326	\$94,634	\$94,634	\$94,634	\$94,634	\$0	0.00%
Stipends Teachers	8012	\$4,628	\$25,672	\$9,234	\$7,814	\$9,372	\$3,437	\$9,512	\$9,512	\$0	0.00%
Stipends Mentors	8013	\$0	\$0	\$0	\$1,663	\$0	\$674	\$1,688	\$3,033	\$1,345	79.68%
Salary ELL Teacher	8108	\$49,557	\$47,365	\$51,454	\$51,454	\$55,812	\$55,812	\$55,812	\$55,812	\$0	0.00%
Tutor Salaries	8100	\$3,000	\$0	\$3,045	\$21,531	\$22,391	\$22,276	\$22,391	\$22,261	-\$130	-0.58%
ELL Contracted Service	8101	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Salaries Coord & Team Leaders	8014	\$30,227	\$32,927	\$32,186	\$34,916	\$35,824	\$31,185	\$36,367	\$37,973	\$1,606	4.42%
Substitutes Teachers	8015	\$30,023	\$43,637	\$27,707	\$35,158	\$45,000	\$19,828	\$35,685	\$36,577	\$892	2.50%
Substitutes Long Term	8016	\$0	\$92,382	\$0	\$25,368	\$0	\$13,205	\$0	\$30,000	\$30,000	100.00%
Salaries Ed Assistants	8017	\$69,122	\$69,122	\$73,076	\$67,243	\$66,452	\$65,727	\$66,452	\$66,452	\$0	0.00%
Substitute Ed Assistants	8103	\$666	\$1,900	\$676	\$2,625	\$686	\$1,380	\$2,664	\$2,730	\$66	2.48%
Contracted Svcs Prof Development	8020	\$0	\$747	\$0	\$906	\$0	\$0	\$0	\$5,000	\$5,000	100.00%
Other Professional Development	8021	\$5,000	\$3,076	\$5,075	\$1,965	\$5,151	\$6,735	\$5,228	\$5,360	\$132	2.52%
Salaries Teacher/Instr Prof Days	8018	\$0	\$0	\$0	\$456	\$0	\$0	\$0	\$0	\$0	0.00%
Substitutes Prof Development	8019	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$3,875,804</b>	<b>\$3,917,414</b>	<b>\$3,959,749</b>	<b>\$3,962,567</b>	<b>\$4,060,643</b>	<b>\$4,034,039</b>	<b>\$4,019,676</b>	<b>\$4,008,710</b>	<b>-\$10,966</b>	<b>-0.27%</b>

<b><i>Nauset Middle School</i></b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Dollar</b>	<b>%</b>
		<b>2017-2018</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase</b>	<b>Increase</b>
Textbooks/Software & Media	8022	\$46,399	\$43,518	\$39,585	\$19,887	\$13,856	\$6,435	\$5,819	\$52,787	\$46,968	807.15%
Other Instructional Materials	8023	\$24,690	\$12,171	\$18,602	\$24,522	\$22,245	\$12,696	\$30,774	\$24,347	-\$6,427	-20.88%
Contracted Svcs Instructional Matls	8024	\$2,680	\$1,867	\$2,720	\$2,532	\$1,680	\$1,600	\$968	\$968	\$0	0.00%
Instructional Equipment	8025	\$14,995	\$21,046	\$9,949	\$26,843	\$11,774	\$19,544	\$11,428	\$7,869	-\$3,559	-31.14%
Supplies General	8026	\$18,514	\$8,290	\$18,792	\$30,492	\$19,073	\$13,191	\$19,359	\$19,843	\$484	2.50%
Contracted Svcs Other Instr Services	8027	\$5,749	\$395	\$5,835	-\$577	\$5,922	\$5,574	\$6,010	\$6,160	\$150	2.50%
Supplies-Other Instructional Svcs.	8106	\$1,000	\$892	\$1,015	\$846	\$1,030	\$477	\$1,045	\$1,071	\$26	2.49%
Contracted Svcs Instr Equipment	8111	\$16,853	\$16,812	\$17,106	\$13,961	\$17,362	\$8,692	\$19,127	\$19,605	\$478	2.50%
Other Instructional Services	8028	\$800	\$300	\$812	\$810	\$824	\$525	\$836	\$857	\$21	2.51%
Contracted Svcs Instructional Tech	8029	\$8,507	\$13,454	\$6,766	\$12,380	\$5,479	\$10,747	\$13,866	\$29,620	\$15,754	113.62%
Supplies Instructional Technology	8030	\$3,600	\$2,905	\$3,654	\$4,198	\$3,600	\$1,947	\$3,654	\$3,745	\$91	2.49%
Library/Media Instr Hardware	8031	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Classroom Instructional Hardware	8032	\$33,667	\$46,506	\$74,092	\$95,942	\$85,090	\$92,211	\$76,040	\$82,415	\$6,375	8.38%
Instructional Software	8033	\$450	\$350	\$457	\$0	\$463	\$854	\$470	\$482	\$12	2.55%
		<b>\$177,904</b>	<b>\$168,506</b>	<b>\$199,385</b>	<b>\$231,836</b>	<b>\$188,398</b>	<b>\$174,493</b>	<b>\$189,396</b>	<b>\$249,769</b>	<b>\$60,373</b>	<b>31.88%</b>
Salaries Guidance Counselors	8034	\$349,916	\$346,792	\$327,954	\$325,267	\$347,563	\$376,973	\$376,973	\$376,973	\$0	0.00%
Salaries Guidance Secretary	8035	\$47,237	\$46,987	\$49,733	\$49,483	\$52,557	\$52,505	\$52,557	\$52,557	\$0	0.00%
Supplies Guidance	8036	\$1,000	\$0	\$1,015	\$75	\$1,030	\$0	\$1,045	\$1,071	\$26	2.49%
Other Guidance	8037	\$500	\$0	\$508	\$0	\$515	\$0	\$523	\$0	-\$523	-100.00%
Contracted Services Testing	8038	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$398,653</b>	<b>\$393,779</b>	<b>\$379,210</b>	<b>\$374,825</b>	<b>\$401,665</b>	<b>\$429,478</b>	<b>\$431,098</b>	<b>\$430,601</b>	<b>-\$497</b>	<b>-0.12%</b>
Salaries Nurse	8039	\$103,741	\$103,522	\$109,043	\$108,816	\$115,153	\$114,915	\$115,153	\$115,153	\$0	0.00%
Substitute Nurse	8040	\$0	\$75	\$0	\$525	\$0	\$375	\$0	\$400	\$400	100.00%
Contracted Svcs Medical/Health	8041	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Supplies Medical/Health	8042	\$1,750	\$1,752	\$1,750	\$1,560	\$1,776	\$1,106	\$1,802	\$1,847	\$45	2.50%
Other Medical/Health	8043	\$800	\$0	\$800	\$647	\$812	\$134	\$824	\$845	\$21	2.55%
		<b>\$106,291</b>	<b>\$105,349</b>	<b>\$111,593</b>	<b>\$111,548</b>	<b>\$117,741</b>	<b>\$116,530</b>	<b>\$117,779</b>	<b>\$118,245</b>	<b>\$466</b>	<b>0.40%</b>

<b><i>Nauset Middle School</i></b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Dollar</b>	<b>%</b>
		<b>2017-2018</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase</b>	<b>Increase</b>
Salaries Athletics	8048	\$43,765	\$49,962	\$47,222	\$56,781	\$51,272	\$46,343	\$52,041	\$52,041	\$0	0.00%
Transportation Athletics	8049	\$12,600	\$13,225	\$13,989	\$9,797	\$15,417	\$7,197	\$15,648	\$16,039	\$391	2.50%
Officials	8050	\$7,140	\$7,547	\$7,140	\$6,271	\$7,247	\$6,076	\$7,356	\$7,356	\$0	0.00%
Supplies Athletics	8051	\$4,000	\$2,792	\$4,810	\$4,670	\$4,882	\$2,657	\$4,955	\$5,079	\$124	2.50%
Other Athletics	8052	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$67,505</b>	<b>\$73,526</b>	<b>\$73,161</b>	<b>\$77,519</b>	<b>\$78,818</b>	<b>\$62,273</b>	<b>\$80,000</b>	<b>\$80,515</b>	<b>\$515</b>	<b>0.64%</b>
Other Student Activity Expense	8107	\$0	\$100	\$0	\$125	\$0	\$0	\$0	\$0	\$0	0.00%
Salaries Student Activities	8053	\$36,076	\$32,997	\$39,477	\$37,237	\$40,464	\$30,425	\$41,070	\$41,686	\$616	1.50%
		<b>\$36,076</b>	<b>\$33,097</b>	<b>\$39,477</b>	<b>\$37,362</b>	<b>\$40,464</b>	<b>\$30,425</b>	<b>\$41,070</b>	<b>\$41,686</b>	<b>\$616</b>	<b>1.50%</b>
Café Salaries	8109	\$16,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Café Other	8110	\$0	\$0	\$0	\$3,594	\$0	\$3,873	\$0	\$0	\$0	0.00%
		<b>\$16,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,594</b>	<b>\$0</b>	<b>\$3,873</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
Salaries Custodians	8054	\$392,001	\$380,891	\$398,448	\$404,246	\$401,630	\$412,156	\$414,636	\$414,636	\$0	0.00%
Substitutes Custodians	8055	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Overtime Custodians	8056	\$4,000	\$3,232	\$4,060	\$2,542	\$4,161	\$2,372	\$4,223	\$4,223	\$0	0.00%
Contracted Services Custodial	8057	\$0	\$0	\$0	\$1,008	\$0	\$0	\$0	\$0	\$0	0.00%
Supplies Custodial	8058	\$43,285	\$50,858	\$49,936	\$45,802	\$50,685	\$52,884	\$51,445	\$52,731	\$1,286	2.50%
Other Custodial	8059	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Fuel Oil	8064	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Natural Gas	8065	\$89,600	\$63,273	\$75,000	\$100,722	\$75,000	\$81,605	\$103,240	\$103,240	\$0	0.00%
Electric Service	8066	\$111,048	\$116,973	\$131,000	\$105,700	\$131,000	\$84,632	\$70,724	\$70,724	\$0	0.00%
Telephone	8067	\$6,071	\$4,616	\$6,200	\$4,245	\$6,200	\$6,712	\$6,200	\$6,200	\$0	0.00%
Water	8068	\$6,487	\$6,487	\$7,000	\$8,000	\$7,000	\$7,000	\$8,000	\$8,000	\$0	0.00%
		<b>\$652,492</b>	<b>\$626,330</b>	<b>\$671,644</b>	<b>\$672,265</b>	<b>\$675,676</b>	<b>\$647,361</b>	<b>\$658,468</b>	<b>\$659,754</b>	<b>\$1,286</b>	<b>0.20%</b>

<b>Nauset Middle School</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Dollar</b>	<b>%</b>
		<b>2017-2018</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase</b>	<b>Increase</b>
Contracted Services Grounds	8060	\$3,017	\$5,225	\$4,018	\$15,672	\$4,078	\$4,744	\$4,139	\$4,243	\$104	2.51%
Contracted Services Buildings	8061	\$10,597	\$14,035	\$34,491	\$23,517	\$35,008	\$31,654	\$35,533	\$38,143	\$2,610	7.35%
Contracted Services Security	8063	\$53,098	\$55,135	\$54,206	\$59,319	\$55,561	\$68,722	\$68,948	\$69,990	\$1,042	1.51%
Contracted Services Equipment	8062	\$409	\$5,080	\$12,776	\$2,721	\$12,967	\$10,936	\$13,162	\$13,491	\$329	2.50%
		<b>\$67,121</b>	<b>\$79,475</b>	<b>\$105,491</b>	<b>\$101,229</b>	<b>\$107,614</b>	<b>\$116,056</b>	<b>\$121,782</b>	<b>\$125,867</b>	<b>\$4,085</b>	<b>3.35%</b>
Contracted Svcs Extraordinary Maint	8069	\$0	\$0	\$0	\$19,876	\$0	\$4,115	\$0	\$0	\$0	0.00%
Supplies Extraordinary Maintenance	8070	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Acquisition of Equipment	8071	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Acquisition of Buses & Vans	8105	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$19,876</b>	<b>\$0</b>	<b>\$4,115</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
SE Salaries Teachers	8072	\$708,408	\$709,787	\$697,591	\$743,124	\$803,017	\$785,542	\$780,709	\$740,059	-\$40,650	-5.21%
SE Salaries Summer School	8073	\$22,000	\$22,000	\$22,550	\$22,550	\$22,550	\$22,550	\$22,550	\$24,354	\$1,804	8.00%
SE Tutor Salaries	8074	\$12,829	\$684	\$13,151	\$2,583	\$0	\$473	\$0	\$2,000	\$2,000	100.00%
SE Contracted Services Tutors	8075	\$0	\$2,575	\$0	\$1,697	\$0	\$7,304	\$0	\$2,000	\$2,000	100.00%
SE Salaries Therapeutic	8076	\$147,693	\$152,277	\$204,625	\$157,629	\$157,814	\$157,815	\$166,916	\$159,518	-\$7,398	-4.43%
SE Contr Svcs OT/PT	8077	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Substitutes	8078	\$9,000	\$14,356	\$9,135	\$6,870	\$9,272	\$3,130	\$9,411	\$9,646	\$235	2.50%
SE Substitutes Long Term	8079	\$0	\$0	\$0	\$18,413	\$0	\$1,898	\$0	\$0	\$0	0.00%
SE Ed Assistants Salaries	8080	\$801,986	\$779,006	\$807,007	\$809,112	\$900,254	\$890,864	\$831,175	\$780,121	-\$51,054	-6.14%
SE Substitutes Ed Assistants	8113	\$10,000	\$14,700	\$10,150	\$12,055	\$10,302	\$13,995	\$10,456	\$10,717	\$261	2.50%
Special Education Coordinator	8115	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$46,000	\$46,000	100.00%
SE Stipend Prof Dev.	8099	\$1,000	\$545	\$1,015	\$0	\$1,030	\$0	\$1,000	\$738	-\$262	-26.20%
		<b>\$1,712,916</b>	<b>\$1,695,930</b>	<b>\$1,765,224</b>	<b>\$1,774,033</b>	<b>\$1,904,239</b>	<b>\$1,883,571</b>	<b>\$1,822,217</b>	<b>\$1,775,153</b>	<b>-\$47,064</b>	<b>-2.58%</b>

<b><u>Nauset Middle School</u></b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Dollar</b>	<b>%</b>
		<b>2017-2018</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase</b>	<b>Increase</b>
SE Textbooks/Software/Media	8081	\$750	\$219	\$761	\$1,588	\$772	\$359	\$784	\$804	\$20	2.55%
SE Other Instructional Materials	8082	\$2,775	\$2,173	\$3,514	-\$1,257	\$3,566	\$1,173	\$2,316	\$2,374	\$58	2.50%
SE Instructional Equipment	8083	\$0	\$0	\$0	\$2,394	\$0	\$0	\$0	\$0	\$0	0.00%
SE Supplies General	8084	\$0	\$4,221	\$0	\$5,659	\$0	\$3,229	\$0	\$0	\$0	0.00%
SE Contr Svcs Other Instr	8085	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Other Expense	8086	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Supplies Instructional Tech	8087	\$2,750	\$0	\$3,000	\$0	\$2,750	\$0	\$2,791	\$2,861	\$70	2.51%
SE Instructional Hardware	8088	\$2,616	\$174	\$2,655	\$0	\$2,616	\$0	\$5,855	\$6,001	\$146	2.49%
SE Instructional Software	8089	\$0	\$192	\$0	\$246	\$200	\$0	\$2,616	\$2,681	\$65	2.48%
		<b>\$8,891</b>	<b>\$6,979</b>	<b>\$9,930</b>	<b>\$8,630</b>	<b>\$9,904</b>	<b>\$4,761</b>	<b>\$14,362</b>	<b>\$14,721</b>	<b>\$359</b>	<b>2.50%</b>
SE Salaries Guidance	8090	\$92,508	\$71,693	\$96,801	\$91,825	\$103,192	\$61,915	\$93,192	\$60,704	-\$32,488	-34.86%
SE Salaries Secretaries	8091	\$44,785	\$46,814	\$45,736	\$43,754	\$45,736	\$45,034	\$45,736	\$45,736	\$0	0.00%
SE Supplies Guidance	8092	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Other Guidance	8093	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Supplies Testing & Assess	8094	\$420	\$3,202	\$1,598	\$1,084	\$1,622	\$1,616	\$1,646	\$1,688	\$42	2.55%
		<b>\$137,713</b>	<b>\$121,709</b>	<b>\$144,135</b>	<b>\$136,663</b>	<b>\$150,550</b>	<b>\$108,565</b>	<b>\$140,574</b>	<b>\$108,128</b>	<b>-\$32,446</b>	<b>-23.08%</b>
SE Contracted Services Psychological	8095	\$15,000	\$35,552	\$15,225	\$25,059	\$15,453	\$14,481	\$25,435	\$0	-\$25,435	-100.00%
SE Collaborative Assessment	8098	\$538	\$538	\$546	\$570	\$571	\$525	\$591	\$583	-\$8	-1.35%
		<b>\$15,538</b>	<b>\$36,090</b>	<b>\$15,771</b>	<b>\$25,629</b>	<b>\$16,024</b>	<b>\$15,006</b>	<b>\$26,026</b>	<b>\$583</b>	<b>-\$25,443</b>	<b>-97.76%</b>
Salary Technology Support	8112	\$31,620	\$31,620	\$57,331	\$58,332	\$58,059	\$58,019	\$58,059	\$51,200	-\$6,859	-11.81%
		<b>\$31,620</b>	<b>\$31,620</b>	<b>\$57,331</b>	<b>\$58,332</b>	<b>\$58,059</b>	<b>\$58,019</b>	<b>\$58,059</b>	<b>\$51,200</b>	<b>-\$6,859</b>	<b>-11.81%</b>
Technology Leadership Integration Director	8114	\$0	\$0	\$0	\$0	\$0	\$37,338	\$74,676	\$71,400	-\$3,276	-4.39%
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$37,338</b>	<b>\$74,676</b>	<b>\$71,400</b>	<b>-\$3,276</b>	<b>-4.39%</b>
<b>RESERVED FOR NEGOTIATION</b>								<b>\$237,556</b>	<b>\$487,405</b>		
<b>GRAND TOTAL</b>		<b>\$7,727,788</b>	<b>\$7,727,788</b>	<b>\$7,990,235</b>	<b>\$7,990,103</b>	<b>\$8,245,521</b>	<b>\$8,159,888</b>	<b>\$8,452,061</b>	<b>\$8,663,380</b>	<b>\$211,319</b>	<b>2.50%</b>
<b>Regular Day</b>		<b>\$5,852,730</b>	<b>\$5,867,080</b>	<b>\$6,055,175</b>	<b>\$6,045,148</b>	<b>\$6,164,804</b>	<b>\$6,147,985</b>	<b>\$6,448,882</b>	<b>\$6,764,795</b>	<b>\$315,913</b>	<b>4.90%</b>
<b>SPED</b>		<b>\$1,875,058</b>	<b>\$1,860,708</b>	<b>\$1,935,060</b>	<b>\$1,944,955</b>	<b>\$2,080,717</b>	<b>\$2,011,903</b>	<b>\$2,003,179</b>	<b>\$1,898,585</b>	<b>-\$104,594</b>	<b>-5.22%</b>

## Nauset Regional Middle School

### 2021- 2022 Budget Justification

#### **8001** Salaries Principals

NRMS has one full-time Principal and one full-time Assistant Principal.

#### **8002** Salaries Secretary

This account funds a principal's secretary, and an attendance secretary to allow for Aspen (student data) and DESE reporting back-up.

#### **8004** Contracted Office Services

The budget reflects the following items: Postage machine lease year 3 of 5 (\$592), postage (\$4,145) and fax machine maintenance (\$514) budgeted at 2.50% increase from FY21. (Total: \$5,251)

#### **8005** Office Supplies and Equipment

General office supplies include: Copy paper, envelopes, file folders, notebooks, forms, meeting and opening-day supplies; budgeted at 2.5% increase from FY21 (Total \$13,445)

#### **8006** Other Office Expenses

Registration fees, professional memberships to NASSP for National Jr. Honor Society Membership \$385 and professional conferences are all included in this account. This account also includes publishing/printing costs of student planner/handbook (\$1,200), Grade 5/School Choice parent/student printed folders (\$570), and back-to-school cookout for new families and grade 6 students (\$1,000) etc. budgeted at 2.53% increase from FY21 (Total: \$5,155)

#### **8008** Contracted Services Non-Instructional Technology

The technology account includes computer maintenance, software program maintenance and various shared expenses among all schools and anticipated increases in the cost of other services

TOTAL: \$56,251

• Airwatch MDM	\$11,979
• Aspen	3,262
• Atlas	1,139
• Blackboard	1,044
• Cloud Backup Storage	1,840
• Consulting	500
• CrisisGo	474
• Google Enterprise	1,464
• Open Cape - Internet	9,000
• Open Cape - TLS	2,700
• Parentsquare	2,372
• Parent Conference Sign Up	600
• PDQ	113
• POS System	1,398
• Raptor Security	540
• Registration Gateway	1,992
• Secure Email	538
• Securely Web Filtering	1,100
• Smartboard Software Upgrade	1,396
• SNAP	1,542

- Sophos Filtering 2,691
- Subs Online 521
- Teachpoint 1,802
- Veeam Cloud Backup 584
- WIN Software 5,660

**8009 Supplies and Equipment Non-Instructional Technology**

This account addresses the supplies such as toner for copy machines and anticipated equipment needed to operate the non-instructional technology components of the school. (2.5% of FY21; \$4,432)

**8011 Salary – Teachers**

NRMS employs 26 teachers who teach English, Science, Social Studies and Mathematics. There are a total of 7 math teachers, 6 ELA teachers, 6 social studies teachers, and 7 science teachers. In addition, there are 2 intervention/reading ELA teachers. In the exploratory subjects there are 14 full-time teachers: Physical Education, Health, Art, Band, Orchestra, Technology Education, Digital Literacy, French, Spanish, Adventure Education, and Technology Integration. In addition, there are three part-time exploratory teachers: Music 19%, Mandarin Chinese, 50%, Greenhouse 76%

**8104 Salary Librarian**

This is the salary of the school Librarian.

**8012 Stipends Teachers**

This account funds stipends for teachers for curriculum development, supervision of students in weekend music dept. events, professional development preparation, DC Trip Coordinator, or other contractual stipends.

**8013 Stipends Mentors**

The funding anticipates the hiring of new teachers who will require mentors per contractual rate. Funding for three mentors is being requested in FY22.

**8108 Salary ELL Teacher**

This account funds the salary for one full-time English Language Learners teacher.

**8100 Tutor Salaries**

This includes funding for students who need tutoring services outside of school for disciplinary reasons. Tutoring in ELA and Math are funded through this account when Title I funds are not available.

**8014 Salaries Coordinators and Team Leaders**

This account pays for the following per contractual rate. FY22 rates reflect a 4.42% increase from FY21, estimated at this time pending final contract negotiations TOTAL: (\$37,973)

- Social Studies Coordinator: \$2,921
- Math Coordinator: \$2,921
- English Language Arts Coordinator: \$2,921
- Science Coordinator: \$2,921
- One Technology Coordinator: \$2,921
- One WIN Program Coordinator: \$2,921
- Two Team Leaders for each grade level: \$17,526 (6 team leaders at \$2,921 each)
- One Team Leader for Exploratory classes: \$2,921

**8015** Substitutes Teachers

Amount estimated, based on actual costs from past years. Increase of 2.50%.

**8016** Substitutes—Long-Term

Amount estimated for FY22, based on historical data from prior years.

**8017** Salaries Educational Assistants

This account funds two Educational Assistants who supervise the Student Support Center, in-school suspensions and the BRYT Program.

**8103** Substitute Ed Assistant

Funding in this line item covers the costs of regular education substitutes when Educational Assistants are absent.

**8020** Contracted Services Professional Development

This account funds consultations and trainers for school initiatives pertaining to specific school goals, district goals and effective teaching practices such as co-teaching and differentiated instruction. \$5,000 for BRYT program.

**8021** Other Professional Development

This account funds professional development, conferences, workshops etc. specific to school goals and effective teaching practices (increased 2.52%)

**8022** Textbooks, Software, Media

Total: \$52,787

- Social Studies Dept.: Grades 6 & 7: New set of classroom textbooks with digital component \$44,122.
- Math Dept. 7 manipulatives, supply and software stipend (\$3,500)
- Science Dept. \$2,400 for additional workbooks/digital access depending on student numbers
- Music Dept. – Noteflight Leases (\$200), Smart Music Software (\$250)
- World Language Dept. - French: Voice Thread Educator licenses (\$79), 50 Voice Thread Student licenses (\$100), Gimkit Pro Pass - 10 months (\$100); (2) Quizlet Teacher upgrades (\$200); (2) Lingt.com subscriptions (\$336); Mandarin Chinese: 10 Integrated Chinese texts (\$1,500)

**8023** Other Instructional Material

This account provides funds for trade books, periodicals, reference materials for use in the school library and in classrooms TOTAL: \$24,347

- Science Dept. – microscopes, magnets, beakers, cylinders and other miscellaneous curriculum-related items and perishable lab supplies (\$4,600)
- Library – Books, Periodicals, and Newspapers (\$2,500)
- Music – Band, Orchestra and Choral Music (\$2,500)
- ELA - New books and/or ebooks for core novels: Grade 6: (\$1,500); Grade 7 (\$1,500); Grade 8 (\$1,500)
- World Language – Spanish Workbooks (\$2,097), French Workbooks (\$2,040)
- Social Studies - Grade 6 Two sets of Jr. Scholastic Magazine (\$470),
- Greenhouse Materials – (\$5,000)
- Adventure Education - Books (\$400); 7 “Parafoil 5” Kites (\$240)

**8024** Contracted Services Instructional

This account funds instructional contracted services for the Library and other Departments.

Total: \$968

- National Geography Bee Registration (\$120)
- EBSCO – Magazine Subscriptions (\$848)

**8025 Instructional Equipment**

This account funds the purchase of science lab equipment, physical education equipment, repair/maintenance of musical instruments, and lease/purchase of copy equipment primarily used to produce instructional materials. TOTAL: \$7,869

- Music – Maintain, repair, supply various school-owned musical instruments (\$6,300)
- Physical Education Equipment - Spooner sets, jump ropes, speed ropes, resistance loops, hoop stand hoop holders, plyometric jumping box, resistance bands, medicine balls (\$1,569)

**8026 Instructional Supplies General**

During the course of a school year each teacher utilizes consumables that are replaced yearly: pens, pencils, paper, post-its, labels, envelopes, manila folders, staples, tape, markers, highlighters, chart paper, transparencies, construction paper, composition paper, tacks, glue, etc.

- Art Supplies such as paper, clay, paint, plastic, and other consumable supplies (\$14,801); Makerspace supplies (\$835) General supplies for all classrooms (\$3,757) NJHS pins (\$200); Demco Library Supplies, (\$250); 2.50% increase

**8027 Contracted Services Other Instructional Services**

This account provides funds for bus transportation to music auditions, festivals, competitions, translation services, and extra-curricular events such as Model UN. Increased by 2.5%

**8106 Supplies-Other Instructional Services**

This account provides funds to purchase gas for the school vans for use by the Adventure Education program in lieu of contracted-service bus transportation (\$1,071), increased by 2.49%.

**8111 Contracted Services Instructional Equipment**

This account provides funds for copy machine leases and the upgrading of the vent system in the kiln room to effectively remove fumes and heat. Increased 2.5% (Total: \$19,605)

**8028 Other Instructional Services and Expenses**

This account provides funds for registration fees for student music competitions (\$657), Adventure Education entrance fees at Hymalayn Salt Cave (\$200). Other events and field trips are paid for through a separate Student Activities fund and/or students/parents are asked to pay for trips. Increased by 2.51%.

**8029 Contracted Services Instructional Technology**

The increase is due to the need to renew software instructional subscriptions. Total: \$29,620

- Brain Pop \$1,795
- Codeca 1,800
- Destiny Follett 1,247
- Dibels 583
- Discovery Education 1,600
- iPad Apps 300
- iPad Repairs 890
- IXL 10,000
- Learning Ally 1,599
- Nearpod 4,600
- Newsela 4,000
- Read Naturally 549
- Second Step 657

**8030 Supplies Instructional Technology**

This account represents costs to purchase fax toner, copy toner, batteries, for use in all educational areas based on a 2.49% increase of actual FY21 costs. (\$3,745)

**8031 Library/Media Instructional Hardware**

This account is not funded in FY22.

**8032 Instructional Hardware**

The focus of this account is continual upgrade of instructional hardware. TOTAL: \$82,415

- Music Dept. - replace existing Bass Clarinet (\$3,000), replace two Cellos (\$2,000) and one Bass Rack (\$1,000)
- Laptops/Desktops and/or streaming cameras for staff (\$12,000)
- iPad Refresh to replace 319 iPad Air 2, including cases, (4-year leasing program approximately \$39 per device per year) (\$13,000)
- Apple Lease Year 4 of 4 costs (\$41,430)
- Replacement cables, out-of-warranty repairs, keyboards for MCAS, AV cords, HDMI cables, carts, remotes, projectors microphone cord, bulbs to maintain existing AV equipment (\$9,985)

**8033 Instructional Software**

Software programs that supplement learning (increased by 2.55%).

**8034 Salaries Guidance**

This account funds three guidance counselors' salaries plus contractual rate for five extra days each to enable them to work during the summer months to complete student placement duties and new registrations. This line also includes the School Adjustment Counselor at 100% plus three extra days in the summer per contractual rate to attend juvenile court, student registration and guidance planning/family meeting.

**8035 Guidance Secretary**

There is one full-time guidance secretary who works 260 days per year. This individual is responsible for all state reports, enrollment figures, report card data entry, etc. This secretary supports all guidance counselors.

**8036 Supplies Guidance**

This account pays for resource materials, transition materials for incoming 5th graders. Increased 2.49%.

**8037 Other Guidance**

This account covers student assessments by outside sources when needed, and professional development for guidance staff and secretary. No funding requested FY22.

**8039 Salaries Nurses**

This line item funds 1.5 nurses who service the school, assisting students with very specific medical/health needs, such as: feeding tubes, allergies, suctioning, lifting, the changing of clothes and distribution of medications.

**8040 Nurses Substitute Account**

Nurse Substitutes are needed to accommodate the number of students who receive daily service and the occasional requirement for a nurse to accompany a student on a field trip. \$400 requested in FY22.

**8041 Contracted Services Medical/Health**

This account covers the Middle School's portion of the District's school physician stipend. The District physician is donating her services.

**8042 Supplies Medical/Health**

This funds general supplies for use in the Nurses' Office including bandages, gauze, Tylenol, gloves, burn cream, Benadryl, etc.; Cafeteria/food costs, various other expenses/equipment and PPE as needed (\$1,847).

**8043 Other Medical/Health**

This includes the yearly purchase of Epi-pens and equipment replacement/maintenance costs (\$845).

**8048 Salaries Athletics Interscholastic**

This funds salaries for our Athletic Director per contract stipend, coaches and assistant coaches for soccer, field hockey, basketball, baseball, cross country and track/field per contract stipend (\$52,041).

**8049 Transportation – Athletic Team Travel**

This funds bus transportation for soccer, field hockey, basketball, softball, cross country and track/field teams to various venues for games (\$16,039)

**8050 Officials**

Soccer, field hockey, track, basketball, and softball require officials/umpires at \$90 or \$100 per game (\$7,356).

**8051 Uniforms/Supplies Athletics**

Every team must have a fully equipped medical kit. This line item also allows for replacement of safety equipment such as pads, nets, replacement balls, cones, pinnies, flags, measuring tapes, uniforms, batteries for AED mobile kit, etc.(\$5,079) increased by 2.5%.

**8107 Other Student Activity Expense**

This account funds registration fees for music department extracurricular activities, Model U.N. etc. No funding is being requested in FY22.

**8053 Salaries Student Activities**

This account supports a Drama Advisor at 1.5 days/week, three Student Council Advisors (one for each grade level), and numerous clubs and activities (\$41,686). FY22 rates reflect 1.50% increase from FY21 and reflects an estimate at this time pending final contract negotiations.

Clubs are noted below:

Anime Club	Green Team Club	Model UN Club
Art Club	Greenhouse Club	Mythology Club
Best Buddies Club	Harry Potter Club	Pride Club
Board Game Club	Homework Club	Student Councils
Chess Club	Just Dance Club	Trunks & Turtles Club
Drama Club	LEGO Club	Wellness Wednesday Club
Early Morning Gym	Mock Trial Club	Workout Club
	Newspaper Club	Yearbook Club

**8109 Cafeteria Salaries**

This account funds any potential cafeteria deficits in the Cafeteria Revolving Account. No funding is requested in FY22.

**8054 Custodians Salaries**

Nauset Regional Middle School employs one head custodian and seven full-time custodians which includes one grounds person. An additional custodian is employed to work part time at 50%. This account also funds travel allowance for Head Custodian and contractual clothing allowance for all custodians.

**8056 Custodial Overtime**

Budgeted amounts are for emergency purposes.

**8058 Supplies Custodial**

Funds requested are based on an increase of 2.5% of the average of actual costs over the last five years (\$52,731)

- Grounds supplies
- Lights and electrical
- Door and locker parts
- Flooring material
- Glass
- Paint
- Plumbing
- Fuel, Anti-Freeze
- Paper products (i.e., towels, toilet tissue)
- Cleaning supplies for all areas of the building.
- Unforeseen minor repair parts

**8059 Other Custodial**

This account funds a travel allowance for the Head Custodian. This is currently being funded in Salaries Custodians line item #8054. The contractual clothing allowance for all custodians is currently included in salaries line item #8054.

**8064 Fuel Oil**

This has been reduced to zero as we have switched over to natural gas.

**8065 Natural Gas**

Line item costs for natural gas for FY22 is level-funded.

**8066 Electricity**

Line item cost for electricity for FY22 is level-funded.

**8067 Telephone**

FY22 costs are level-funded.

**8068 Water**

FY22 costs for water are level-funded.

**8060 Contracted Services Grounds**

This account funds turf management including fertilizing and other lawn applications and annual maintenance of irrigation system (four fertilizations, one lime, and one aeration). This account is increased by 2.51% (\$4,243)

**8061 Contracted Services Buildings**

Contracted building services are increased 7.35% (\$38,143) and include the following

Annual Contracts:

- Elevators & Gate Keeper
- Boiler Cleaning
- Fire Sprinkler System Contract - Kitchen Systems
- Generator Maintenance
- Septic – pumping and fee to town

Other Annual Contracted Services:

- Finish Gym Floor
- Pest Control
- Various trades for repair to building and building systems, i.e., roof, plumbing, electrical, etc.
- Exterior light repair
- All Cape Telecom phone repair service

**8062 Contracted Services Equipment**

Contracted services are increased 2.5% (\$13,491) and include:

- Fire Extinguisher Inspection
- Boiler Water Chemical Contract
- Well Monitoring
- Oil Tank Inspection
- Environmental Testing
- Repairs to various equipment

**8063 Contracted Services Security**

This account funds the monitoring and maintenance of security systems, cameras, including Cape Cod Alarm wireless and has been increased 1.5% (\$3,099). This also provides funding for the School Resource Officer estimated at 1.51% increase (\$66,891) TOTAL: \$69,990

**8069 Contracted Services Extraordinary Maintenance**

Funds requested in this line item are intended to address extraordinary building and/or equipment repairs that would not be covered by funds requested in Accounts #8061 and #8063. No funding is being requested in FY22.

**8071 Acquisition of Equipment**

No new equipment is required at this time. No funding is being requested in FY22.

**8072 SE Teachers Salaries**

The middle school employs 11 special education teachers (two per grade level and five teachers for self-contained programs) and 1 Teacher of the Deaf 2 hours weekly (\$4,930.) In addition, a vision teacher will be needed per student IEP at (\$3,600).

**8073 SE Salaries Summer School**

This account funds staffing for special education students who require summer school services for three to four hours per day for about six weeks in July and August (\$24,354)

**8074** SE Tutor Salaries

This line pertains to fees associated with services provided by tutors due to extended (more than ten days) student absences. These absences may be for medical illness or behavioral issues. Generally, the tutor works ten hours per week, per child. The length of time varies between ten and forty five days depending on needs. The increase reflects services required in students' IEPs. \$2,000 is requested for FY22.

**8075** SE Contracted Services Tutors

We have students transitioning back from outside placements. The students are on a shortened day, working with a tutor for two hours per day. We sometimes use tutoring services instead of middle school staff as an alternative to outplacements. \$2,000 is requested in FY22.

**8076** SE - Speech/Therapeutic

Our Speech Pathologist is funded by this account as well as OT/PT medical therapeutic services, per contractual rate.

**8077** SE Contracted Services OT/PT

This account funds the salaries for an occupational therapist and physical therapist, per contractual rates. No funding requested in FY22.

**8078** SE Substitutes

Students who are identified as needing special education services are reevaluated yearly and have triennial reviews. When special education teachers attend these meetings or are out for illness, substitutes are needed to cover their classes. Increased by 2.5%.

**8080** SE Educational Assistants

Services provided by special educational assistants are divided into two categories.

- One-to-one educational assistants work with the neediest and most challenging students. Seven one-to-one educational assistants are required in FY22.
- The second group of educational assistants work with students with less severe disabilities. These educational assistants work with individuals or groups of students in resource rooms and in regular classrooms under the direction of certified special education teachers.
- Additionally, some of these educational assistants work with SE students during before and after school activities, such as the music program.

The number of educational assistants employed each year is adjusted based on the incoming and outgoing student population. Twenty-three educational assistants (two educational assistants and twenty-one SE educational assistants) are needed in FY22.

**8113** Special Education Sub Educational Assistants

When special educational assistants are absent due to illness or to attend meetings, substitutes are needed to cover their classes.

**8115** Special Education Coordinator

NRMS employs one special education coordinator at 50% to coordinate IEP meetings, and oversee the Special Education department. Salary is contractual.

**8099** Special Education Stipend Professional Development

This account funds professional development/crisis intervention training (\$738)

**8081** SE Textbooks/Software/Media

This includes guided reading book sets to accommodate diverse reading levels of students, READ (Scope) magazines, guided reading books sets in lieu of textbooks and upgrade of audible books and textbooks in large print for the visually-impaired, digital licenses for MALC students (\$804). Increased by 2.55%

**8082** SE Other Instructional Materials

This account funds math resources, science resources, and materials to help students with reading development including fluency and comprehension for ELA support classes, MALC and Reading, (\$2,374). Increased 2.5%.

**8083** SE Instructional Equipment

The account funds iPads, keyboards, covers and licenses for SN students. No funding is being requested in FY22.

**8084** SE Supplies General

General supplies, i.e. paper, pencils, etc. for Special Education teachers. No funding is being requested in FY22.

**8085** SE Other Instructional Contracted Services

This account provides funds for field trips and funds to pay individuals who work with students with special needs during music programs and before and after school activities. No funding is being requested in FY22.

**8087** SE Supplies Instructional Technology

This account funds consumable supplies like printer cartridges for special education (\$2,861).

**8088** SE Instructional Hardware

Provides funds for FM sound system/sound treated equipment and technology (\$3,200) and any special adaptive technology or equipment a student with special educational needs may require (\$2,801). Increased by 2.49%

**8089** SE Instructional Software

Provide funds for special software needed by students with special learning (\$2,681). Increased 2.48%.

**8090** SE Salaries Guidance

NRMS employs one 100% school psychologist to test/evaluate students.

**8091** SE Salary Secretary

There is one special needs secretary who works in collaboration with the other two full-time secretaries in the main office. The special needs secretary schedules IEP meetings, sends notices, types IEP's, schedules other meetings, handles phone correspondence, and works closely with the special education coordinator and school psychologist as well as the special education teachers in the department.

**8093** SE Other Guidance

All soft materials – paper, post-it-notes, envelopes, etc. are funded from this account. No funding is requested in FY22.

**8094** SE Supplies Testing/Assessment

The account funds materials for testing purposes. Current assessment materials are valid as part of year 3 of 5-year purchase. (\$1,688)

**8095** SE Contracted Services Psychological

During the course of the school year we often contract out for psychologists as part of a child's testing protocol. No funding requested in FY22.

**8098** SE Collaborative Assessment

Fee paid to the Cape Cod Collaborative for membership and Special Needs materials.

**8112** Salary Technology Support

This line also funds the salary for a full-time Technology Support person at the Middle School. Previously, this line item funded the salary for the Region Data Specialist who was responsible for preparing state reports and schedules. This position was previously funded 50% at the Middle School and 50% at the High School. In FY22, this position is now funded 100% in the High School budget.

**8114** Technology Leadership Integration Director

This line item funds the salary for the Technology Leadership Integration Director who is responsible for working in the Nauset Region to develop a shared vision and implement a streamlined technology approach to create an educational environment where students and faculty can use technology to advance their learning and communication. The individual will partner closely with the Nauset Superintendent and the Director of Technology and Information to deliver an innovative educational experience enabled by best of breed technology, think creatively to prioritize, develop and rollout technology solutions with a focus on improving access to information, innovation with the Greenhouse, and driving engagement with faculty, students, parents, alumni, and local community.

# **NAUSET REGIONAL SCHOOL DISTRICT**

FY 2022 BUDGET

## **REGION ONLY BUDGET**

NAUSET REGIONAL SCHOOL DISTRICT											2/25/2021
FY 2022 BUDGET WORKSHEET											ver 1
<u>Region Only - NHS / NMS</u>		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Proposed	Dollar	%
		2017-2018	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021	2021-2022	Increase	Increase
Transportation Charter School	8715	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Transportation MS RD	8741	\$596,522	\$527,790	\$531,522	\$540,522	\$556,738	\$535,653	\$556,738	\$558,285	\$1,547	0.28%
Transportation MS Early Bus	8742	\$22,109	\$21,598	\$22,109	\$22,109	\$22,772	\$22,235	\$22,772	\$22,835	\$63	0.28%
Transportation MS Late Bus	8743	\$13,291	\$15,307	\$13,291	\$13,291	\$13,690	\$13,367	\$13,690	\$13,728	\$38	0.28%
Transportation HS RD	8744	\$596,522	\$527,790	\$531,522	\$540,522	\$556,738	\$535,653	\$556,738	\$558,285	\$1,547	0.28%
Transportation HS Late Bus	8745	\$12,780	\$13,164	\$12,780	\$12,780	\$13,163	\$12,852	\$13,163	\$13,200	\$37	0.28%
Transportation Fuel Escalation Chgs MS	8754	\$0	\$337	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Transportation Fuel Escalation Chgs HS	8751	\$0	\$260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Transportation - McKinney Vento	8758	\$5,000	\$10,234	\$7,500	\$8,063	\$8,366	\$18,326	\$8,366	\$18,326	\$9,960	119.05%
		<b>\$1,246,224</b>	<b>\$1,116,480</b>	<b>\$1,118,724</b>	<b>\$1,137,287</b>	<b>\$1,171,467</b>	<b>\$1,138,086</b>	<b>\$1,171,467</b>	<b>\$1,184,659</b>	<b>\$13,192</b>	<b>1.13%</b>
School Choice Tuition	8728	\$260,000	\$252,021	\$279,000	\$236,705	\$243,000	\$264,054	\$314,252	\$314,252	\$0	0.00%
Charter School Tuition	8729	\$1,474,561	\$1,485,602	\$1,533,699	\$1,327,244	\$1,585,168	\$1,152,301	\$1,515,204	\$1,580,895	\$65,691	4.34%
		<b>\$1,734,561</b>	<b>\$1,737,623</b>	<b>\$1,812,699</b>	<b>\$1,563,949</b>	<b>\$1,828,168</b>	<b>\$1,416,355</b>	<b>\$1,829,456</b>	<b>\$1,895,147</b>	<b>\$65,691</b>	<b>3.59%</b>
SE Salaries Tutors	8730	\$500	\$0	\$500	\$185	\$500	\$0	\$500	\$500	\$0	0.00%
SE Contracted Services Tutors	8731	\$750	\$1,950	\$750	\$0	\$750	\$0	\$750	\$750	\$0	0.00%
SE Contracted Svcs Psychological	8732	\$2,500	\$7,940	\$2,500	\$3,200	\$3,000	\$15,660	\$6,500	\$15,660	\$9,160	140.92%
SE Psychological Salaries	8766	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Salaries Speech Therapeutic, OT, PT	8740	\$187,954	\$189,048	\$189,913	\$189,913	\$202,429	\$207,782	\$227,140	\$260,911	\$33,771	14.87%
SE Contracted Services OT/PT	8752	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Mentor Stipends	8753	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Contracted Services Psychological	8760	\$0	\$934	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
ELL Teacher Salaries	8761	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$191,704</b>	<b>\$199,872</b>	<b>\$193,663</b>	<b>\$193,298</b>	<b>\$206,679</b>	<b>\$223,442</b>	<b>\$234,890</b>	<b>\$277,821</b>	<b>\$42,931</b>	<b>18.28%</b>
Cafeteria Salaries	8765	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>

<b>Region Only - NHS / NMS</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Dollar</b>	<b>%</b>
		<b>2017-2018</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase</b>	<b>Increase</b>
SE Contracted Svcs Transportation	8733	\$295,360	\$204,683	\$307,174	\$188,445	\$326,976	\$187,173	\$160,160	\$283,713	\$123,553	77.14%
SE Contracted Svc Trans Parent Reimburse	8734	\$3,000	\$1,103	\$3,000	\$2,753	\$3,000	\$771	\$3,000	\$3,000	\$0	0.00%
SE Transportation MS	8746	\$39,123	\$41,342	\$40,688	\$39,326	\$42,316	\$39,532	\$44,008	\$43,519	(\$489)	-1.11%
SE Transportation MS Summer	8747	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Transportation HS	8748	\$172,245	\$182,374	\$179,135	\$173,140	\$186,300	\$173,441	\$193,752	\$191,600	(\$2,152)	-1.11%
SE Transportation HS Summer	8749	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Transportation Fuel Escalation Chgs	8755	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$509,728</b>	<b>\$429,502</b>	<b>\$529,997</b>	<b>\$403,664</b>	<b>\$558,592</b>	<b>\$400,917</b>	<b>\$400,919</b>	<b>\$521,832</b>	<b>\$120,913</b>	<b>30.16%</b>
SE Tuition Non-Public Schools	8735	\$1,624,805	\$900,465	\$1,618,766	\$530,899	\$1,600,711	\$903,170	\$1,978,799	\$1,414,580	(\$564,219)	-28.51%
SE Tuition Collaborative	8736	\$241,953	\$195,727	\$326,051	\$398,232	\$521,427	\$295,035	\$314,867	\$596,602	\$281,735	89.48%
SE Itinerant Services	8737	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Out of District Tuition	8750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
SE Tuition Out of State	8756	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$1,866,758</b>	<b>\$1,096,192</b>	<b>\$1,944,817</b>	<b>\$929,131</b>	<b>\$2,122,138</b>	<b>\$1,198,205</b>	<b>\$2,293,666</b>	<b>\$2,011,182</b>	<b>(\$282,484)</b>	<b>-12.32%</b>
Salaries Comm/Council Secretary	8701	\$1,720	\$3,932	\$1,736	\$4,593	\$4,000	\$2,885	\$4,000	\$4,000	\$0	0.00%
Supplies Treasurer	8702	\$1,000	\$352	\$1,300	\$352	\$1,300	\$268	\$1,300	\$1,300	\$0	0.00%
Meet/Dues/Subscriptions	8703	\$1,500	\$1,046	\$2,100	\$1,761	\$2,100	\$2,722	\$2,100	\$2,725	\$625	29.76%
Salary Treasurer	8704	\$7,220	\$7,220	\$7,220	\$3,840	\$20,000	\$16,640	\$17,056	\$17,659	\$603	3.54%
Annual Fiscal Audit/Actuarial	8705	\$36,245	\$42,619	\$37,216	\$36,069	\$44,550	\$39,669	\$44,550	\$48,050	\$3,500	7.86%
Banking Services	8706	\$2,500	\$3,992	\$2,500	\$4,595	\$2,500	\$4,535	\$4,710	\$4,710	\$0	0.00%
Medicaid Collection Services	8707	\$9,159	\$14,159	\$10,000	\$12,000	\$14,584	\$14,584	\$14,584	\$14,584	\$0	0.00%
Advertising	8708	\$5,000	\$7,515	\$5,000	\$3,520	\$5,000	\$3,154	\$5,000	\$5,000	\$0	0.00%
Legal Services School Committee	8709	\$15,000	\$24,995	\$15,000	\$46,525	\$15,000	\$32,704	\$15,000	\$32,725	\$17,725	118.17%
Legal Settlements	8710	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Superintendent Life Insurance	8738	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Salaries Legal Settlements	8739	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$79,344</b>	<b>\$130,830</b>	<b>\$82,072</b>	<b>\$113,255</b>	<b>\$109,034</b>	<b>\$117,161</b>	<b>\$108,300</b>	<b>\$130,753</b>	<b>\$22,453</b>	<b>20.73%</b>
Clerical Stipend	8763	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Tech Technician Salary	8768	\$83,635	\$81,684	\$86,841	\$87,241	\$89,004	\$89,404	\$91,620	\$94,830	\$3,210	3.50%
		<b>\$83,635</b>	<b>\$81,684</b>	<b>\$86,841</b>	<b>\$87,241</b>	<b>\$89,004</b>	<b>\$89,404</b>	<b>\$91,620</b>	<b>\$94,830</b>	<b>\$3,210</b>	<b>3.50%</b>

<b>Region Only - NHS / NMS</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Dollar</b>	<b>%</b>
		<b>2017-2018</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Increase</b>	<b>Increase</b>
Salary Professional Development	8711	\$2,500	\$538	\$2,500	\$114	\$2,500	\$0	\$2,500	\$2,500	\$0	0.00%
Substitutes Professional Development	8712	\$500	\$0	\$500	\$0	\$500	\$0	\$500	\$500	\$0	0.00%
Contracted Svcs Professional Developmnt	8713	\$7,500	\$1,060	\$7,500	\$14,500	\$7,500	\$33,901	\$7,500	\$12,500	\$5,000	66.67%
Professional Develop Growth Reimb.	8714	\$140,000	\$135,774	\$140,000	\$140,000	\$140,000	\$135,250	\$140,000	\$140,000	\$0	0.00%
Professional Develop Ed Assistants	8771	\$5,000	\$5,049	\$5,000	\$3,365	\$5,000	\$5,000	\$5,000	\$5,000	\$0	0.00%
Professional Develop Supplies	8767	\$500	\$127	\$500	\$803	\$500	\$123	\$500	\$500	\$0	0.00%
		<b>\$156,000</b>	<b>\$142,548</b>	<b>\$156,000</b>	<b>\$158,782</b>	<b>\$156,000</b>	<b>\$174,274</b>	<b>\$156,000</b>	<b>\$161,000</b>	<b>\$5,000</b>	<b>3.21%</b>
County Retirement Assessment	8716	\$865,269	\$793,452	\$875,315	\$851,708	\$896,694	\$887,369	\$977,378	\$828,215	(\$149,163)	-15.26%
FICA NRSD Share	8718	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Medicare NRSD Share	8719	\$305,000	\$278,865	\$307,000	\$283,570	\$313,000	\$290,341	\$313,000	\$324,000	\$11,000	3.51%
Employer's Share Health Insurance	8720	\$3,762,444	\$1,911,499	\$3,932,639	\$1,773,265	\$3,871,594	\$1,683,587	\$3,849,094	\$3,483,765	(\$365,329)	-9.49%
OPEB Contribution	8772	\$44,510	\$44,510	\$46,342	\$46,342	\$50,000	\$50,000	\$450,000	\$450,000	\$0	0.00%
Employer's Share Life Insurance	8721	\$7,500	\$6,601	\$7,500	\$6,602	\$7,500	\$6,801	\$7,500	\$7,500	\$0	0.00%
Worker's Compensation	8722	\$135,281	\$116,996	\$140,536	\$111,288	\$140,536	\$122,390	\$140,536	\$140,536	\$0	0.00%
Unemployment Insurance	8723	\$50,000	\$11,421	\$50,000	\$17,256	\$50,000	\$69,123	\$50,000	\$69,125	\$19,125	38.25%
Building/Contents/Liability/Auto Ins.	8725	\$87,161	\$11,282	\$97,620	\$82,863	\$109,334	\$88,503	\$127,822	\$157,650	\$29,828	23.34%
Officer Bonds	8726	\$2,066	\$1,565	\$2,066	\$1,649	\$2,066	\$2,555	\$2,619	\$2,619	\$0	0.00%
Interscholastic Athletic Insurance	8727	\$7,830	\$8,648	\$8,864	\$9,538	\$10,520	\$10,038	\$12,548	\$12,548	\$0	0.00%
		<b>\$5,267,061</b>	<b>\$3,184,839</b>	<b>\$5,467,882</b>	<b>\$3,184,081</b>	<b>\$5,451,244</b>	<b>\$3,210,707</b>	<b>\$5,930,497</b>	<b>\$5,475,958</b>	<b>(\$454,539)</b>	<b>-7.66%</b>
Employer's Share Retired Health Ins.	8724	\$684,568	\$694,505	\$697,639	\$710,172	\$700,157	\$695,828	\$683,809	\$747,868	\$64,059	9.37%
Section 18 Health Ins. Exp.	8764	\$3,941	\$4,303	\$3,941	\$4,954	\$3,941	\$3,272	\$2,600	\$2,600	\$0	0.00%
		<b>\$688,509</b>	<b>\$698,808</b>	<b>\$701,580</b>	<b>\$715,126</b>	<b>\$704,098</b>	<b>\$699,100</b>	<b>\$686,409</b>	<b>\$750,468</b>	<b>\$64,059</b>	<b>9.33%</b>
Architectural/Engineering Design Services	8770	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
<b>GRAND TOTAL</b>		<b>\$11,823,524</b>	<b>\$8,818,378</b>	<b>\$12,094,275</b>	<b>\$8,485,814</b>	<b>\$12,396,424</b>	<b>\$8,667,651</b>	<b>\$12,903,224</b>	<b>\$12,503,650</b>	<b>(\$399,574)</b>	<b>-3.10%</b>
Operations		\$6,274,549	\$4,238,709	\$6,494,375	\$4,258,485	\$6,509,380	\$4,290,646	\$6,972,826	\$6,613,009	(\$359,817)	-5.16%
SPED		\$2,568,190	\$1,725,566	\$2,668,477	\$1,526,093	\$2,887,409	\$1,822,564	\$2,929,475	\$2,810,835	(\$118,639)	-4.05%
Trans		\$1,246,224	\$1,116,480	\$1,118,724	\$1,137,287	\$1,171,467	\$1,138,086	\$1,171,467	\$1,184,659	\$13,192	1.13%
Choice/Charter		\$1,734,561	\$1,737,623	\$1,812,699	\$1,563,949	\$1,828,168	\$1,416,355	\$1,829,456	\$1,895,147	\$65,691	3.59%
		<b>\$11,823,524</b>	<b>\$8,818,378</b>	<b>\$12,094,275</b>	<b>\$8,485,814</b>	<b>\$12,396,424</b>	<b>\$8,667,651</b>	<b>\$12,903,224</b>	<b>\$12,503,650</b>	<b>(\$399,574)</b>	<b>-3.10%</b>

**Region Only – NHS/NMS Office FY2022 Budget**  
**Line Item Descriptions & Justification**

February 25, 2021  
Ver 1

**8741 Transportation MS RD**

The District will be entering year four of a five year contract with the Cape Cod Collaborative for the District's regular day transportation needs. The FY22 budgeted amount reflects an increase of \$1,547, representing an increase of .28% for FY22.

**8742 Transportation MS Early Bus**

Transportation MS Early route is for 5 days. The District will be entering into year four of a five year contract with the Cape Cod Collaborative for the District's transportation needs. The FY22 budgeted amount reflects an increase of \$63, representing an increase of .28% for FY22.

**8743 Transportation MS Late Bus**

Transportation MS Late route is for 100 days. This represents two buses (200 runs) for this service at the Middle School for FY22. The FY22 budgeted amount reflects an increase of \$38, representing an increase of .28% for FY22.

**8744 Transportation HS RD**

The District will be entering into year four of a five year contract with the Cape Cod Collaborative for the District's regular day transportation needs. The FY22 budgeted amount reflects an increase of \$1,547, representing an increase of .28% for FY22.

**8745 Transportation HS Late Bus**

Transportation HS Late route is for 104 days. This represents two buses (208 runs) for this service at the High School. The District will be entering into year four of a five year contract with the Cape Cod Collaborative for the District's transportation needs. The FY22 budgeted amount reflects an increase of \$37, representing an increase of .28% for FY22.

**8754 Transportation Fuel Escalation Charges HS**

The District will be entering into year four of a five year contract with the Cape Cod Collaborative for the District's transportation needs. This line item is not applicable for FY22 and no funding is being requested for this line item for FY22.

**8751 Transportation Fuel Escalation Charges MS**

The District will be entering into year four of a five year contract with the Cape Cod Collaborative for the District's transportation needs. This line item is not applicable for FY22 and no funding is being requested for this line item for FY22.

**8758 Transportation-McKinney Vento**

Represents costs to transport homeless students to other schools. FY22 is based on the actual amount spent in FY21. FY22 budget reflects an increase of \$9,960, representing an increase of 119.05%.

**8728 School Choice Tuition**

Reviewed the actual costs for two, three, four year average and the actual costs for FY21 and projected based on the actual costs for School Choice Tuition paid by the District. FY22 is level funded.

**8729 Charter School Tuition**

Reviewed the current enrollment (73), three and four year averages for the Lighthouse Charter and Sturgis Charter Schools. Three year average for Lighthouse Charter is 57 and three year average for Sturgis Charter is 13. FY22 projected per pupil costs are as follows: Lighthouse Charter \$21,470; Sturgis Charter \$22,829. This reflects an increase of \$65,691 or a 4.34% percentage increase for FY22.

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**8730 SE Salaries Tutors**

Provides short-term tutoring services for students in out-of-district programs. Amount is level funded for FY22.

**8731 SE Contracted Services Tutors**

Provides tutoring services for special needs students. Amount is level funded for FY22.

**8732 SE Contracted Services Psychological**

Provides for outside psychological consulting services for special needs students for assessment. Amount is increased by \$9,160 or 140.92% percentage increase for FY22 based on the actual amounts spent in FY20.

**8740 SE Salaries Speech Therapeutic, OT, PT**

Represents the Elementary portion of Speech Therapeutic, OT & PT services which are billed to the four elementary schools. Amounts are based on a three year averaging of actual hours spent in each building. The High School and Middle School portion is reflected in their respective operating budget. This reflects an increase of \$33,711 or a 14.87% percentage increase for FY22.

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**8733 SE Contracted Services Transportation**

Represents contracted services for Out-of-District Collaborative placements of special needs students' transportation through the Cape Cod Collaborative. Amount funded based on student needs and increased by \$123,553 or an increase of 77.14% based on current FY21 student needs and FY22 projected needs.

**8734 SE Contracted Services Trans Parent Reimburse**

Represents amounts paid to parents for transportation reimbursement. Line item is level funded for FY22.

**8746 SE Transportation MS**

This amount represents amounts for Middle School Special Needs transportation costs for in District transportation expenses. The decrease is due to a projected decrease of \$489 or a -1.11% decrease as provided by the Cape Cod Collaborative. The District is charged per actual mileage as opposed to per bus per day fee. This line item is based on the student need for this service.

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**8748 SE Transportation HS**

This amount represents amounts for High School Special Needs transportation costs for in District transportation expenses. The decrease is due to a projected decrease of \$2,152 or a -1.11% decrease as provided by the Cape Cod Collaborative. Included in this expense are costs for field trips, and transportation costs for the various programs inclusive of the following: Best Buddies Program, Life Skills Program, After School Program and Breakfast Café Program. The District is charged per actual mileage as opposed to per bus per day fee. This line item is based on the student need for this service.

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**8735 SE Tuition Non-Public Schools**

Tuition paid for Special Needs tuition to non-public schools for out-of-district residential/day placements for students with special needs which cannot be serviced in the District. This line item reflects a decrease of \$564,219 or a decrease of -28.51% for FY22 compared to costs for FY21. This is based on current student enrollment and projected enrollment for FY22.

**8736 SE Tuition Collaborative**

Tuition paid for Special Needs tuition to the Cape Cod Collaborative placements for students with special needs which cannot be serviced in the District. This line item reflects an increase of \$281,735 or an increase of 89.48% for FY22 compared to costs for FY21. This is based on the current student enrollment and projected enrollment for FY22.

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**8701 Salaries Committee/Council Secretary**

Compensation for the recording secretary to cover various meetings. Amount is contractual and is level funded for FY22.

**8702 Supplies Treasurer**

Line item covers costs for supplies for our Treasurer. Line item is level funded for FY22.

**8703 Meet/Dues/Subscriptions**

Funds for meetings, dues and subscriptions. Line item for FY22 is based on the actual amount spent in FY21. Line item amount is increased by \$625 or a 29.76% increase for FY22.

**8704 Salary Treasurer**

Line item covers the salary for the District's Treasurer. Amount is increased \$603 or a 3.54% increase for FY22 is based on contract language.

**8705 Annual Fiscal Audit/Actuarial**

Amounts expended for auditing services. Amounts reviewed for last year and current year costs and the level of services to be provided in FY22. Line item reflects an increase of \$3,500 or a 7.86% increase for FY22.

**8706 Banking Services**

Anticipated costs for banking services for FY22 is level funded.

**8707 Medicaid Collection Services**

Amounts paid to a third party vendor to submit applicable paperwork for Medicaid reimbursements on behalf of the District and the four member Towns. Amount budgeted is based on current actual expenditures. Amount to be expended in FY22 is based on the amount collected from Medicaid by the vendor on the District's behalf and is level funded for FY22.

**8708 Advertising**

Line item funds costs for advertisement for the District. Amount is level funded for FY22.

**8709 Legal Services School Committee**

Amount is funded for FY22 based on the actual expenditures in FY21. Line item amount is increased by \$17,725 or a 118.17% increase for FY22.

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**8768 Tech Technician Salary**

This line item funds the salary for a technology support staff person who maintains the technology infrastructure of the High School campus, Middle School campus and Central Office. FY22 is based on an individual contract for FY22.

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**8711 Salary Professional Development**

Reviewed the prior year actual costs. Amount level funded for FY22.

**8712 Substitutes Professional Development**

Reviewed prior year actual costs. Amount level funded for FY22.

**8713 Contracted Services Professional Development**

Line item funds professional development costs. Amount is increased by \$5,000 for FY22 representing a 66.67% increase.

**8714 Professional Development Growth Reimbursement**

Line item level funded for FY22 from previous year pending any changes to future contract language.

**8771 Professional Development Ed Assistants**

Line item level funded for FY22 from previous year pending any changes to future contract language.

**8767 Professional Development Supplies**

Line item is level funded for FY22.

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**8716 County Retirement Assessment**

Amount is based on FY21 appropriation information provided by the Barnstable County Retirement Association. Amount represents full payment of the District's portion of the retirement expense on July 1, 2021. Savings of \$14,423 will be realized by paying in one payment versus two payments. Previous year's budget amount reflected one payment. FY22 amount reflects a decrease of \$149,163 of expenses (these costs were paid utilizing the School Choice Revolving Fund as budgeted).

**8719 Medicare NRSD Share**

Amount is based on the projected FY22 salaries and is the employer's portion of the Medicare costs at a rate of 1.45%. Amount has increased from prior year as a result of an increase in the projected salaries for FY22. Also reviewed prior year actual costs and current year projected amounts and adjusted accordingly; therefore an increase of \$11,000 or a 3.51% increase for FY22.

**8720 Employer's Share Health Insurance**

This represents the Employer's portion of health insurance costs. This amount reflects an increase of 2.8% increase in premium and a one month premium holiday (resulting in a decrease in the FY22 premium of \$365,329 in FY22) for the employer (and employee) the premium costs for the following plans: Blue Card Elect Preferred PPO, Network Blue NE HMO, Harvard Pilgrim PPO, Harvard Pilgrim HMO; the HSA-Qualified High Deductible Health Plans for the following plans: Blue Care Elect Preferred PPO (PPO Saver), Network Blue NE HMO (HMO Saver), Harvard Pilgrim HSAQ PPO and Harvard Pilgrim HSAQ HMO based on the final published rates by the Cape Cod Municipal Health Group. In addition, this line item has been reduced to reflect a reduction in the number of eligible employees due to retirements in FY22.

The District participates in the Cape Cod Municipal Health Group. (Employer's portion is 70%). Prior budgeting practices included the retirees' portion in this line item as well. Retirees' portion is separated and included in line item budget #8724 Employer's Share Retired Health Insurance.

**8772 OPEB Contribution**

Line item funds the District's OPEB contribution. Previously, this was based on 1% of the budgetary costs of the following budget line items: #8720 Employer's Share of Health Insurance; #8724 Employer's Share of Retired Health Insurance; and #8764 Section 18 Health Insurance Expense. Per the vote of the School Committee, this line item was increased to \$450,000 beginning in FY21.

**8721 Employer's Share of Life Insurance**

Line item is level funded from previous year for FY22.

**8722 Worker's Compensation Insurance**

Amount represents current year premium for FY21 actual costs plus audited premium for FY20. Line item is level funded for FY22.

**8723 Unemployment Insurance**

Line item has been increased for FY22 based on the actual expenses incurred for FY21. Line item increased by \$19,125 or a 38.25% increase in FY22. Amount may fluctuate based on the number of employees who file for and receive unemployment insurance benefits.

**8725 Buildings contents/liability/auto insurance**

Amount based on actual expenses incurred for FY21. The District increased the deductible in FY14 and again in FY20 realizing additional savings in premium costs. Amount is increased by \$29,828 or an increase of 23.34% for FY22 based on our recent claim history and after consulting with our MIIA Insurance Representative. This increase in premium is due to the increase in the value of the District properties per MIIA requirements. This increase will be phased in over a three year period beginning in FY 21.

**8726 Officer Bonds**

This line item covers the Treasurer and two School Committee Members. Amount is level level funded for FY22.

**8727 Interscholastic Athletic Insurance**

Line item is level funded for FY22.

**8724 Employer's Share Retired Health Ins.**

This line item represents the Employer's share of retirees' health insurance costs. Amount reflects an increase of \$64,059 or an increase of 9.37% of overall costs for retirees reflecting the final published rates by the Cape Cod Municipal Health Group. The District participates in the Cape Cod Municipal Health Group.

**8764 Section 18 Health Ins. Expense.**

This line item represents the penalty assessed to the District. Amount is an actual amount based on the number of retirees who did not elect Medicare upon attaining the age 65. Line item is level funded for FY22.

**8770 Architectural/Engineering Design Services**

This line item assists the Finance Office with the various interior and exterior repair/renovation capital projects such as window replacements, classroom modifications, handicap accessibility, science lab upgrades, elevators, roof replacements, brick restorations, HVAC modifications, etc., required for the Nauset Regional School District buildings.

Proposed work is inclusive of investigating problematic areas in site infrastructure, architectural, structural and building systems as well as recommendations of detailed repairs and the development of cost estimates for such repairs for the Nauset Regional School District. Assignments may include documenting existing conditions, investigating the nature and diversity of the problems and proposing alternate methods of repair for resolution of the problems. Detailed projects would be inclusive of the development of recommended solutions which may include pre-schematic design and outline specification with cost estimates and/or prepare construction documents and administer the construction contract for the solution. This architectural/engineering design services would inspect each of the locations to determine the specific work required and provide the Nauset Regional School District with a report prior to the preparation of design and bid plans for construction.

No funding is being requested for FY22 for this budget line item.

# **NAUSET REGIONAL SCHOOL DISTRICT**

FY 2022 BUDGET

## **CENTRAL OFFICE BUDGET**



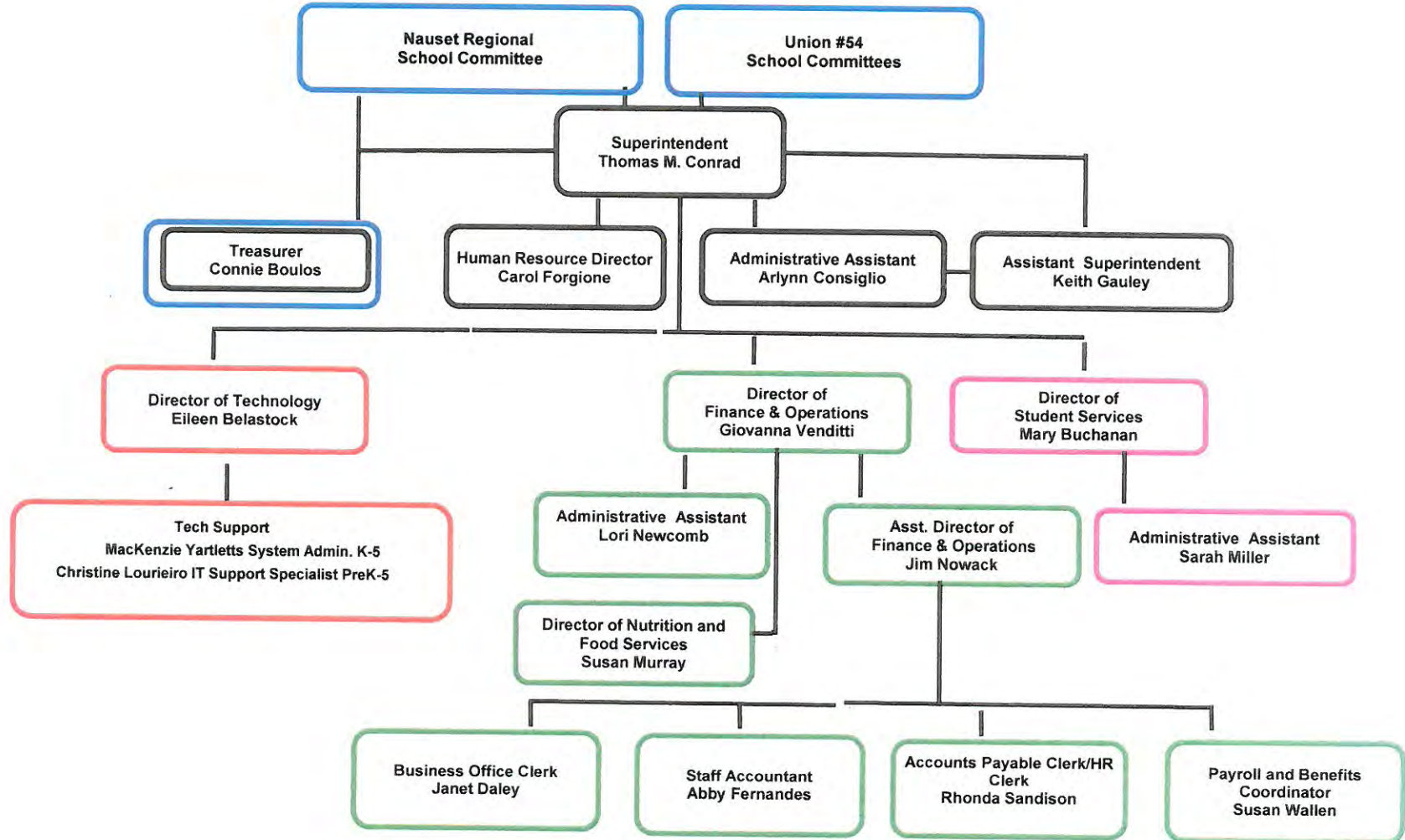
NAUSET REGIONAL SCHOOL DISTRICT FY 2022 BUDGET WORKSHEET											11/17/2020 ver 1
<i>Region Shared - Central Office</i>		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Proposed	Dollar	%
		2017-2018	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021	2021-2022	Increase	Increase
Salaries Custodians	8869	\$9,339	\$8,733	\$10,156	\$8,258	\$10,863	\$10,075	\$11,755	\$12,150	\$395	3.36%
		<b>\$9,339</b>	<b>\$8,733</b>	<b>\$10,156</b>	<b>\$8,258</b>	<b>\$10,863</b>	<b>\$10,075</b>	<b>\$11,755</b>	<b>\$12,150</b>	<b>\$395</b>	<b>3.36%</b>
Nurse Coord Stipend	8874	\$4,806	\$4,902	\$4,902	\$5,025	\$5,151	\$5,151	\$5,151	\$5,385	\$234	4.54%
		<b>\$4,806</b>	<b>\$4,902</b>	<b>\$4,902</b>	<b>\$5,025</b>	<b>\$5,151</b>	<b>\$5,151</b>	<b>\$5,151</b>	<b>\$5,385</b>	<b>\$234</b>	<b>4.54%</b>
Salary Dir of Fin & Optns	8817	\$140,672	\$145,672	\$144,189	\$144,189	\$147,794	\$147,794	\$151,488	\$151,488	\$0	0.00%
Salary Clerical Business Office	8819	\$321,931	\$323,511	\$312,287	\$311,535	\$322,763	\$326,244	\$319,425	\$347,166	\$27,741	8.68%
Substitute Clerical Business	8821	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
General Contracted Svcs Business	8822	\$15,525	\$14,013	\$15,525	\$11,376	\$15,525	\$2,492	\$15,525	\$15,525	\$0	0.00%
Postage	8823	\$11,845	\$8,841	\$5,000	\$4,327	\$5,000	\$8,082	\$5,000	\$5,000	\$0	0.00%
Office Supplies Business	8824	\$14,600	\$10,189	\$14,000	\$18,100	\$10,450	\$13,175	\$12,842	\$12,842	\$0	0.00%
Office Equipment Business	8825	\$5,600	\$1,950	\$5,600	\$2,007	\$5,600	\$7,031	\$5,600	\$7,100	\$1,500	26.79%
Travel Business Manager	8826	\$891	\$1,150	\$891	\$1,166	\$891	\$325	\$1,200	\$462	-\$738	-61.50%
Meet/Dues/Subscriptions Business	8827	\$1,508	\$2,565	\$1,508	\$3,548	\$1,508	\$3,655	\$3,550	\$3,700	\$150	4.23%
Professional Development Business	8828	\$3,763	\$1,181	\$3,763	\$1,692	\$3,763	\$960	\$1,700	\$1,700	\$0	0.00%
Professional Dvlp Business Clerical	8829	\$800	\$0	\$0	\$27	\$0	\$0	\$0	\$0	\$0	0.00%
		<b>\$517,135</b>	<b>\$509,072</b>	<b>\$502,763</b>	<b>\$497,967</b>	<b>\$513,294</b>	<b>\$509,758</b>	<b>\$516,330</b>	<b>\$544,983</b>	<b>\$28,653</b>	<b>5.55%</b>
Salary Director of Student Services	8858	\$141,592	\$144,592	\$145,840	\$145,840	\$150,215	\$166,433	\$154,721	\$142,800	-\$11,921	-7.70%
Salary Clerical Director Student Services	8860	\$67,687	\$68,437	\$69,373	\$69,123	\$71,101	\$70,850	\$72,872	\$56,591	-\$16,281	-22.34%
Office Supplies Dir of Student Services	8862	\$500	\$0	\$500	\$0	\$500	\$0	\$500	\$500	\$0	0.00%
Meet/Dues/Pub Dir Student Services	8864	\$1,050	\$800	\$1,050	\$800	\$1,050	\$1,030	\$1,050	\$1,050	\$0	0.00%
		<b>\$210,829</b>	<b>\$213,829</b>	<b>\$216,763</b>	<b>\$215,763</b>	<b>\$222,866</b>	<b>\$238,313</b>	<b>\$229,143</b>	<b>\$200,941</b>	<b>-\$28,202</b>	<b>-12.31%</b>

NAUSET REGIONAL SCHOOL DISTRICT FY 2022 BUDGET WORKSHEET										11/17/2020 ver 1									
<i>Region Shared - Central Office</i>										Budget	Actual	Budget	Actual	Budget	Actual	Budget	Proposed	Dollar	%
										2017-2018	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021	2021-2022	Increase	Increase
Salary Clerical Human Resources	8830	\$91,237	\$97,422	\$116,634	\$124,411	\$120,321	\$125,009	\$126,562	\$135,959	\$9,397	7.42%								
Consulting Human Resources	8832	\$300	\$0	\$300	\$0	\$300	\$0	\$0	\$0	\$0	0.00%								
Meet/Dues/Subscriptions Human Resources	8833	\$1,058	\$680	\$1,058	\$349	\$1,058	\$432	\$350	\$450	\$100	28.57%								
Contracted Services Legal	8834	\$10,000	\$1,397	\$9,000	\$560	\$9,000	\$2,368	\$9,000	\$9,000	\$0	0.00%								
Professional Dev Human Resources	8873	\$1,500	\$0	\$1,000	\$0	\$1,000	\$100	\$0	\$100	\$100	100.00%								
Advertising Human Resources	8875	\$2,200	\$2,500	\$2,400	\$2,701	\$2,400	\$2,917	\$2,700	\$3,000	\$300	11.11%								
		<b>\$106,295</b>	<b>\$101,999</b>	<b>\$130,392</b>	<b>\$128,021</b>	<b>\$134,079</b>	<b>\$130,826</b>	<b>\$138,612</b>	<b>\$148,509</b>	<b>\$9,897</b>	<b>7.14%</b>								
Salary Technology Coordinator	8836	\$101,889	\$101,889	\$104,436	\$104,436	\$107,047	\$115,561	\$109,723	\$134,640	\$24,917	22.71%								
Salary Technician	8867	\$60,808	\$60,808	\$62,328	\$62,238	\$63,886	\$63,886	\$66,234	\$113,118	\$46,884	70.79%								
Contracted Svcs Technology	8838	\$42,602	\$36,982	\$50,396	\$43,717	\$47,546	\$42,305	\$45,154	\$49,745	\$4,591	10.17%								
Computer Supplies	8840	\$1,500	\$2,738	\$1,500	\$290	\$1,500	\$470	\$1,500	\$1,500	\$0	0.00%								
Computer Software	8841	\$1,500	\$314	\$1,500	\$611	\$1,500	\$125	\$1,500	\$1,500	\$0	0.00%								
Computer Hardware	8842	\$2,500	\$2,252	\$2,500	\$9,435	\$2,500	\$994	\$2,500	\$2,500	\$0	0.00%								
Other Technology Expense	8843	\$3,000	\$0	\$3,000	\$1,200	\$2,000	\$0	\$2,000	\$2,000	\$0	0.00%								
Professional Development Technology	8845	\$1,000	\$1,640	\$1,000	\$718	\$1,000	\$350	\$1,000	\$1,000	\$0	0.00%								
		<b>\$214,799</b>	<b>\$206,623</b>	<b>\$226,660</b>	<b>\$222,645</b>	<b>\$226,979</b>	<b>\$223,691</b>	<b>\$229,611</b>	<b>\$306,003</b>	<b>\$76,392</b>	<b>33.27%</b>								
ELL Coordinator	8866	\$0	\$4,902	\$0	\$0	\$5,151	\$5,151	\$0	\$5,386	\$5,386	100.00%								
		<b>\$0</b>	<b>\$4,902</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,151</b>	<b>\$5,151</b>	<b>\$0</b>	<b>\$5,386</b>	<b>\$5,386</b>	<b>100.00%</b>								
Salary Food Services Coordinator	8879	\$76,675	\$78,486	\$78,592	\$80,449	\$80,557	\$82,460	\$84,521	\$86,633	\$2,112	2.50%								
Salary Food Services Bookkeeper	8882	\$43,911	\$43,661	\$46,231	\$45,981	\$48,681	\$48,810	\$51,576	\$53,625	\$2,049	3.97%								
Travel Food Services Coordinator	8880	\$1,310	\$0	\$660	\$182	\$660	\$144	\$200	\$200	\$0	0.00%								
		<b>\$121,896</b>	<b>\$122,147</b>	<b>\$125,483</b>	<b>\$126,612</b>	<b>\$129,898</b>	<b>\$131,414</b>	<b>\$136,297</b>	<b>\$140,458</b>	<b>\$4,161</b>	<b>3.05%</b>								



NAUSET REGIONAL SCHOOL DISTRICT FY 2022 BUDGET WORKSHEET										
<b>Region Shared - Central Office</b>										11/17/2020
<b>FOOTNOTES:</b>										ver 1
<b>Asst. Superintendent Salary Components:</b>										
<b>Total Compensation of: \$159,473</b>										
#8811 \$151,473										
#8847 \$ -0-										
#21338 \$ 8,000										
<b>Total Compensation of: \$159,473</b>										
<b>CENTRAL OFFICE COSTS ALLOCATIONS</b>										
<b>COMPARISON 2022 vs 2021 vs 2020 vs 2019 vs 2018 vs 2017 vs 2016 vs 2015 vs 2014 vs 2013</b>										
			<b>REGION</b>	<b>STONY</b>	<b>EDDY</b>	<b>EASTHAM</b>	<b>ORLEANS</b>	<b>WELLFLEET</b>		
FY22			61.84%	9.00%	9.00%	8.30%	7.41%	4.45%		100%
FY21			60.83%	9.49%	9.49%	7.82%	8.02%	4.35%		100%
FY20			60.75%	9.68%	9.68%	6.86%	8.74%	4.29%		100%
FY19			59.79%	9.72%	9.72%	7.00%	9.03%	4.74%		100%
FY18			59.53%	9.92%	9.92%	7.29%	8.69%	4.65%		100%
FY17			60.40%	9.80%	9.80%	7.00%	8.44%	4.56%		100%
FY16			60.42%	9.51%	9.51%	7.20%	8.63%	4.73%		100%
FY 15			60.94%	9.12%	9.12%	8.08%	8.00%	4.74%		100%
FY 14			60.19%	9.07%	9.06%	7.91%	8.37%	5.40%		100%
FY 13			57.43%	10.03%	10.04%	9.13%	8.29%	5.07%		100%
<b>Increase (Decrease) FY21 TO FY22</b>			<b>1.01%</b>	<b>-0.49%</b>	<b>-0.49%</b>	<b>0.48%</b>	<b>-0.61%</b>	<b>0.10%</b>		
<b>CENTRAL OFFICE COSTS ALLOCATIONS</b>										
			<b>REGION</b>	<b>STONY</b>	<b>EDDY</b>	<b>EASTHAM</b>	<b>ORLEANS</b>	<b>WELLFLEET</b>		
CO SALARIES	\$1,691,195	1,691,195	61.84%	9.00%	9.00%	8.30%	7.41%	4.45%		100%
			1,045,834	152,208	152,208	140,369	125,318	75,258		1,691,195
OTHER CENTRAL OFFICE EXPENSES	\$171,659	171,659	106,154	15,449	15,449	14,248	12,720	7,639		171,659
<b>TOTAL FY22 CENTRAL OFFICE COSTS ALLOCATIONS</b>	<b>\$1,862,854</b>	<b>\$ 1,862,854</b>	<b>\$ 1,151,988</b>	<b>\$ 167,657</b>	<b>\$ 167,657</b>	<b>\$ 154,617</b>	<b>\$ 138,038</b>	<b>\$ 82,897</b>		<b>\$ 1,862,854</b>
<b>TOTAL FY21 CENTRAL OFFICE COSTS ALLOCATIONS</b>	<b>\$ 1,817,455</b>	<b>\$ 1,817,455</b>	<b>\$ 1,105,556</b>	<b>\$ 172,477</b>	<b>\$ 172,477</b>	<b>\$ 142,125</b>	<b>\$ 145,760</b>	<b>\$ 79,060</b>		<b>1,817,455</b>
<b>INCREASE (DECREASE) FROM FY21 TO FY22</b>	<b>\$ 45,399</b>	<b>\$ 45,399</b>	<b>\$ 46,432</b>	<b>\$ (4,820)</b>	<b>\$ (4,820)</b>	<b>\$ 12,492</b>	<b>\$ (7,722)</b>	<b>\$ 3,837</b>	<b>\$ -</b>	<b>\$ 45,399</b>

## Nauset Administration Office Organizational Chart



Nov-20

## Overview of Central Office Staff Roles

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**Administrative Assistant to the Superintendent** – Assists the Superintendent in all aspects of communication with staff, parents and community members. Coordinates schedules, prepares correspondence and reports, acts as liaison to school committee and public officials, and responds to inquiries from staff and citizens. Assists in agenda preparation, prepares back up materials, posts public meeting notifications and records minutes for school committee and subcommittee meetings throughout the District. Coordinates annual budget preparation process. Updates Policy Manual working with the Policy Subcommittee and Massachusetts Association of School Committees. Updates the District calendar and website. Processes school choice claiming, assists with Medicaid billing and Circuit Breaker funding.

**Treasurer** – The Treasurer serves as the District’s cash manager and, in this role, maintains custody of all funds and is responsible for depositing, investing, and disbursing monies. The Treasurer must manage the District’s financial resources to ensure the availability of cash to pay obligations as they become due. In addition, the Treasurer is responsible for borrowing money, subject to the direction of the District School Committee, and overseeing banking services. Specific duties inclusive of custodian of funds; assessment certification and performance bond; debt; cash management; attends Budget and Finance Subcommittee meetings as an advisor; advises the District School Committee on the applicability of various Massachusetts General Laws relative to treasury matters, including advising on appropriate financial policies, internal controls, and best practices; participates as requested by the Regional School Committee in the annual audit process and follow up; assists the Assistant Director of Finance and Operations as needed in matters related to the Treasurer’s other duties; performs any other duties or projects generally associated with the duties of Treasurer as prescribed by the District Committee, whether assigned by the District Committee, the Superintendent of Schools, the Director of Finance and Operations or the Assistant Director of Finance and Operations; submits a summary report of all activities performed to the Nauset Regional School Committee on a quarterly basis or as requested; and such other duties as may be prescribed by applicable statute and/or regulation for treasurers of regional school districts; policies, procedures and protocols as established by School Committee from time to time to the extent that the same do not conflict with applicable law. The Treasurer reports to the District School Committee; daily supervision provided by the Superintendent of Schools.

**Director of Human Resources** – Manages all aspects of Human Resources for the Nauset Regional School District, and assists the Superintendent in all matters related to personnel, including contract administration, staffing, regulatory compliance and reporting, policy administration, employee relations and outreach and record-keeping for all licensed and non-licensed employees. Manages human resources data across a variety of platforms in support of district-wide functions and operations, including payroll and salary budget administration, seniority reporting, public records requests and absence management/substitute placement. Provides resources to Administrators, Employees and Union Leadership regarding contract interpretation and district-wide personnel policies and procedures. Partners with District Administrators, Principals and Union Leadership in resolving employee relations matters and ensuring effective delivery of Human Resources support services.

**Assistant Superintendent** – Assists the Superintendent in providing leadership in developing, achieving, and maintaining the best possible educational programs and services. Provides District-wide leadership in curriculum planning, instruction, student assessment, and in-service education for the professional staff. Works collaboratively with the law enforcement in overseeing and implementing security measures throughout the District (Crisis Go). Obtains, allocates, and monitors grant funding received from the State and Federal Government. Grants include: REAP, Title I, Title II (Ed Quality), Title III (ELL) and Title IV (Student Support and Academic Enrichment). The Assistant Superintendent serves as the “Grievance Officer” and is vested in the authority and responsibility of processing all sexual harassment complaints.

**Director of Student Services** – Prepares and administers the Special Education budget; plans, develops, coordinates, and evaluates district-wide systems of Special Education, psychological, guidance, social casework, and health services. Oversees the process of identification, evaluation, and service delivery of special education students. District liaison for students in out-of-district placements. Coordinates transportation services for special education students. District coordinator for Section 504 and ADA. Prepares and administers student service grants. Represents the District on the Cape Cod Collaborative Administrative Board. Coordinates the District’s Special Education Parent Advisory Council and Chairs the Substance Abuse/Mental Health Task Force for the District.

**Administrative Assistant to the Director of Student Services** – Provides assistance to the Director of Student Services in all student related areas. Supports the Out-of-District Coordinator in areas involving students who are outplaced in hospitals or residential settings. Assists with Civil Rights and Special Education reporting to state and federal agencies. Acts as the liaison to the Cape Cod Collaborative for special education student transportation. Maintains District-wide student database for IEP’s and 504’s. Records minutes for the District Substance Abuse/Mental Health Task Force. Processes teachers’ college coursework and is responsible for maintaining the TeachPoint program. Assists in the coordination of the District-wide professional development programs for staff.

**Director of Technology** - Development and modification of staff development programs and materials to meet specific District needs related to the instructional use of computers. Provides consultation and recommendation to District administrators and teachers on planning and implementing curriculum with technology integrated applications. Develops, coordinates and manages information support including assessing the District’s educational technology needs. Responsible for implementing monitoring, and evaluating program services and service delivery.

**Assistant Network Administrator** - Provides the elementary schools with network and desktop support, including installation of software and devices in classrooms and computer labs. Provides preventative maintenance, repair, and safety procedures for school sites in the District. Provides on-site technological support to schools and individual teachers. Serves as a resource on technology matters to staff for the five elementary schools.

**IT Support Specialist** – Working with the Assistant Network Administrator provides the elementary schools with network and desktop support, including installation of software and devices in classrooms and computer labs. Provides preventative maintenance, repair, and safety procedures for school sites in the District. Provides on-site technological support to schools and individual teachers. Serves as a resource on technology matters to staff for the five elementary schools.

**Director of Finance & Operations** – Responsible for developing business services in support of the District-wide educational system. Is part of the Central Office management and is responsible for planning, administration and execution of the business affairs in accordance with state laws and policies of the School Committees under the direction of the Superintendent. Develops and manages budgets for the Region and five elementary schools. Prepares and distributes procurement specifications and contract administration for capital projects. Is responsible for maintenance and construction of educational facilities, pupil transportation, data processing, food services, and business office personnel.

**Administrative Assistant to Director of Finance & Operations** – Supports the Director of Finance and Operations in all areas of the Business Office. Assists in preparing and distributing procurement specifications and contract administration for all capital projects. Attends bid openings. Maintains budget account information and records. Prepares agendas and back up materials, posts public meetings and records minutes for the finance and transportation subcommittees. Manages Nauset's Workers' Compensation claims and Student insurance claims. Transportation facilitator for the District. Prepares payroll for the five elementary schools.

**Assistant Director of Finance & Operations** - Supervises all accounting procedures, payroll preparation, accounts payable, receivables and finance office staff. Completes financial reports and provides information to various state departments, independent auditors, seven schools within the Nauset District and four towns served by the Central Office. Works with schools, towns, and committees on all capital projects. Completes the end-of-year reporting to the Department of Elementary and Secondary Education. Supports the Director of Finance and Operations in all areas of the Business and Finance.

**Staff Accountant** – The Staff Accountant is responsible for the timely and accurate fund accounting for the operation of the Nauset Regional School District and its four member town elementary schools. Prepares accounts payables and all necessary monthly and year-end reconciliations. Responsible for the accuracy of transactions recorded in the Softright financial system and reporting data to member towns and state agencies. Completes special projects as required by the Director of Finance and Operations and the Assistant Director of Finance & Operations. Assists with the preparation of the end-of-year reporting for submission to the Department of Elementary and Secondary Education.

**Business Office Clerk** – Assists the Director of Nutrition and Food Services with all financial aspects of the Food Service Programs throughout the District. Prepares and submits state and federal monthly reports for the cafeterias. Prepares bill schedules for payment. Compiles and maintains numerical and financial data for cafeterias. Processes applications for free and reduced lunch program for the District. Acts as receptionist for Central Office.

**Accounts Payable Clerk / Human Resources Clerk** – Services all the schools in the district. Reviews all purchase orders and invoices for accuracy with District policies. Communicates discrepancies with other school personnel and vendors. Pays bills and prepares warrants. Assists both the Director of Human Resources and Payroll Coordinator with filing, record keeping and other administrative assistant duties.

**Payroll and Benefits Coordinator** – Maintains computer employee master files, deduction registers, and other pertinent payroll information for the District. Prepares payrolls for Regional school employees and five elementary schools. Assists in the coordination of health and retirement plan benefits for employees and retirees. Represents the District at the Cape Cod Municipal Health Group Steering Committee. Assists all retirees in processing documentation necessary for retirement.

**Director of Nutrition and Food Services** – Oversees all aspects of the Food Service Program throughout the District. Plans, orders, organizes, prepares, and oversees the serving of nutritional meals to the students and staff of the Nauset Public Schools. Supervises and trains cafeteria personnel. Maintains all financial records for the Food Service Program. Assures safe food storage and reviews all inventories. Manages the Nauset Food Service website.

**Central Office FY2022 Budget**  
**Line Item Descriptions & Justification**

**11/17/2020**  
**Ver 1**  
**FINAL**

**8803 Salary Superintendent**

This line item funds the salary for the Superintendent.

**8805 Salary Clerical Superintendent**

This line item funds the Administrative Assistant to the Superintendent salary.

**8807 Contracted Services Superintendent**

Line item provides funds for expert advice and consultation related to operations for the Superintendent. No funds are requested in this line item for FY22.

**8808 Meeting Expense / Dues / Subscriptions Superintendent**

Membership in the MASS, AASA, & ASCD and subscription to the Education Week newspaper. Line item is level funded. Costs for coffee / refreshments meetings are paid from this account. Budget line item is level funded in FY22.

**8809 Travel Superintendent**

This line item in FY22 funds any repairs and maintenance required for the Central Office vehicles used for on and off Cape travel by the Superintendent and District staff.

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**8810 Professional Development Superintendent**

Funds for three conferences: AASA (National), MASS (Mashpee), MASC (Hyannis). Budget line items is level funded in FY22.

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**8811 Salary Assistant Superintendent**

This line item funds a portion of the Assistant Superintendent's salary. Total salary in FY22 is \$159,473 and charged to the following budget lines: Line #8811 (\$151,473), Line #8847 was used in prior years to fund a portion of the salary. In FY22 no funding is budgeted in line #8847 (\$-0-) and Title I (\$8,000).

**8813 Salary Clerical Assistant Superintendent**

This line item funds the Secretary to the Assistant Superintendent salary. Additional funding for this position was previously charged to Title I. No funds are requested in FY22 due to the reconfiguration of the Central Office administrative staffing.

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**8816 Professional Development Assistant Superintendent**

This line item funds for conference fees for the Assistant Superintendent. Previously, these expenses were funded through grants. This line item is level funded for FY22.

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**8847 Salary Administrator of Professional Development**

This portion of the Assistant Superintendent's salary is allocated to professional development. Line item has been reclassified to #8811 Salary Assistant Superintendent.

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**8869 Salaries Custodian**

Salary for custodian to provide cleaning services at the Central Office. Amount is per contract language.

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**8874 Nurse Coordinator Stipend**

The Nurse Coordinator oversees required professional development for nurses and also interacts with our consultant physician on issues such as medications, allergies, etc. Amount is estimated pending final contract ratification language.

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**8817 Salary Director of Finance & Operations**

This line item funds the salary for the Director of Finance & Operations.

**8819 Salary Clerical Business Office**

Salaries and longevity costs for the Finance Office staff. All positions are non-union positions. Positions are: Assistant Director of Finance & Operations, Accounts Payable Clerk/Human Resources Clerk (1 FTE) which is a combined position (.5FTE Accounts Payable and .5FTE Human Resources and Finance Office). Payroll Coordinator, Staff Accountant (1.0 FTE) and Secretary to the Director of Finance & Operations. Food Services Clerk/Bookkeeper (Business Office Clerk) has been reclassified to line item #8882 Salary Food Services Bookkeeper in order to align with the End of Year reporting requirements of the Department of Elementary and Secondary Education (DESE). (See Organizational Chart & Positions List)

**8821 Substitute Clerical Business Office**

This line item covers the costs for substitute clerical business office staff when out on long-term leave. No funding is requested in this line item for FY22.

**8822 General Contracted Services Business**

Amount represents costs for E-Rate Consultant; copy machine leasing and applicable maintenance; maintenance contracts for other office machines; and other miscellaneous costs. Line item is level funded for FY22.

**8823 Postage**

Amount budgeted based on an average of prior year actual and prior year budgeted amounts and adjusted. The District is also interested in sending direct mail marketing to families to encourage them to choose Nauset Schools over Charter Schools. The District utilizes electronic e-mail whenever possible to reduce postage costs. Line item is level funded for FY22.

**8824 Office Supplies Business**

These funds are for office supplies (paper, ink cartridges, envelopes, files, etc.) as well as supplies for the postage machine. Line item is level funded for FY22.

**8825 Office Equipment Business**

Postage & folding machine maintenance; purchase replacement office equipment and furniture. Line item is based on the actual amounts spent in FY20.

**8826 Travel Business Manager**

Travel allowance for the Director of Finance & Operations for travel outside of the District. Line item is reduced for FY22.

**8827 Meeting costs, dues and subscriptions Business**

Meeting expenses (paper products & refreshments), dues and subscriptions for Business Office staff to stay current in their field. Line item has been increased based on the actual amounts spent in FY20.

**8828 Professional Development Business**

Costs for any professional development for the Director of Finance & Operations. Line item is level funded in FY22.

**8829 Professional Development Business Clerical**

Costs for any professional development for the Business Office staff. No funding is requested for FY22.

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**8858 Salary Director of Student Services**

Director of Student Services salary is per contract.

**8860 Salary Clerical Director of Student Services**

Salary and longevity for the Secretary to the Director of Student Services.

**8862 Office Supplies Director of Student Services**

Various office supplies and materials for the Director of Student Services. Line item level funded for FY22.

**8864 Meeting, Dues Publications Director of Student Services**

Meetings, dues and subscriptions for the Director of Student Services to stay current in the field. Line item level funded for FY22.

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**8830 Salary Director of Human Resources**

Director of Human Resources salary is per contract. Also included in this line item is the Accounts Payable Clerk/Human Resources Clerk (1 FTE) which is a combined position (.5FTE Clerical Business Office and .5FTE Human Resources).

**8832 Consulting Human Resources**

Funding is for expert advice and consultation related to human resources operations. No funding is being requested for FY22.

**8833 Meetings, dues and subscriptions Human Resources**

Meetings, dues and subscriptions for the Director of Human Resources to stay current in the field and Membership in the American Association of Personnel Administrators. Line item is based on the actual amount spent in FY20.

**8834 Contracted Services Legal**

Expenses associated with the retention of legal counsel for labor and special education issues across all schools. Line item is level funded for FY22.

**8873 Professional Development Human Resources**

Costs for any professional development for the Director of Human Resources. Line item is based on the actual amount spent in FY20.

**8875 Advertising Human Resources**

Funds the costs of advertising vacant positions and the cost of annual membership in School Spring an on-line employment search company.

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**8836 Salary Technology Coordinator**

Line item includes the salary for District-wide Technology Coordinator.

**8867 Salary Technician**

This line item funds the salary for two computer technicians (2 FTE) which is an increase of 1 FTE from FY21 budget. These computer technicians provide repair and maintenance of computers, related hardware, and software in all seven schools.

**8838 Contracted Services Technology**

- **SoftRight**--The annual maintenance fee for our financial accounting software. - \$33,369
- **Comcast/Open Cape**-- Internet Access and *Internet Provider*. - \$3,900 (pending e-rate funds)
- **Sophos Filtering** *The Children's Internet Protection Act requires districts to filter internet services.* - \$1,256
- **Blackboard Engage**--Currently, the District subscribes to Blackboard Engage web services. This is a template based web design that allows the schools to easily manage their web page. In addition, the service provides teacher accounts for teachers to have classroom webpages. *All hosting and support is included.* - \$1,044
- **MDM/Device Management**--The District uses an MDM system to manage iOS devices. The MDM is required and allows for the seamless integration for app and profile deployment, resetting passwords, data protection, remote wipe and full inventory reporting. - \$408

- **Cloud Backup**-- Storage Craft cloud based services secures and allows retrieval of student & staff files on & off-site. In 2006 *Federal Law mandated that all public and private institutions archive email correspondence for 7 years. In addition*, user record and emails for up to 7 years upon their leaving or retiring from the School District. *The cost is based on the number of staff in building.* -- \$3,579
- **Consulting**--*Higher level technology support for servers, firewalls, etc.* - \$2,000
- **Anti-Virus License**--*Sophos is the cloud based application being used in the District to protect our technology from viruses and malware. The cost is based on the number of devices in each building.* – included in with Sophos filtering.
- **Substitute Online**--*Web-based substitute dispatching system for absent and other school employees.* - \$521
- **Atlas Curriculum-based application.** *It is designed to electronically encompass the entire process of curriculum enhancement in support of faculty, administrators and the School Community.* – \$1,139
- **Teach Point**--The District's evaluation reporting tool. All certified staff are reviewed using criteria listed in the TeachPoint forms. - \$499
- **Secure Email**--To ensure that sensitive data on students is protected when emailed, an encryption service is used to protect the data. - \$1,383
- **PDQ Deploy/Inventory**--This program is used to push out updates like Adobe Flash to computers eliminating the need for technical staff to “touch” each computer. - \$113
- **Survey Monkey**--This application is used to survey students, staff and community members on various important District topics. - \$408
- **Smartboard License Upgrade**--This funds for smartboard license upgrades. - \$30
- **Google Enterprise** – Google meets and administrative console for education; includes messaging functions: gmail, calendar, contacts, google drive, documents and hangouts. - \$96

#### **8840 Computer Supplies**

Funds are for various computer and printer supplies. Line item is level funded for FY22.

#### **8841 Computer Software**

Upgrades for existing or new software licenses – Microsoft Office, etc. Line item is level funded for FY22.

#### **8842 Computer Hardware**

Funds are to maintain, repair, or replace outdated desktop computer hardware and access points. Line item is level funded for FY22.

#### **8843 Other Technology Expense**

Upgrades needed for Sonic Wall filtering software and hardware. Line item is level funded for FY22.

#### **8845 Professional Development Technology**

Costs for professional development / training for technology staff. Line item is level funded for FY22.

#### **8866 ELL Coordinator**

Stipend for the ELL Coordinator per contract. This person provides consultation and planning for students with limited English proficiency in all of our schools. Amount is estimated pending contract language updates.

**8879 Salary Food Services Director**

This line item funds the salary for the District-wide Food & Nutrition Services Director.

**8882 Salary Food Services Bookkeeper (Business Office Clerk)**

This line item funds the salary for the Business Office Clerk. Budgeted in this line item in order to align with the End of Year Reporting requirements of the Department of Elementary and Secondary Education (DESE).

**8880 Travel Food Services Director**

This line item funds any additional travel for Food & Nutrition Services Director for off Cape travel to conferences. Funding in FY22 is level funded.

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**8850 Supplies Maintenance**

Costs for cleaning supplies for the Central Office. Line item is funded in FY2 based on the actual amounts spent in FY20.

**8851 Natural Gas**

Natural gas cost has been level funded for FY22.

**8852 Electricity**

Electricity cost has been level funded for FY22.

**8853 Telephone**

The cost of telephone service (VOIP) voice over internet protocol new in FY20. Costs related to internet services have been reclassified to line item #8838 Contracted Services Technology.

**8854 Water**

Costs for water service for Central Office. Funding in FY22 is level funded.

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**8855 Contracted Services General Maintenance**

Contracted services for minor repairs – electrical, plumbing, HVAC, etc. for the Central Office. Line item is funded in FY2 based on the actual amounts spent in FY20.

**8856 Contracted Services Security**

General maintenance by outside vendors such as security monitoring, lock smith, etc. for the Central Office. Budget line item is based on the actual amounts spent in FY20.

**8857 Contracted Services Extraordinary Maintenance**

Contracted services for any unforeseen extraordinary maintenance costs for the Central Office. Line item is funded in FY22 based on the actual amounts spent in FY20.

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**8801 Joint Committee Secretary Salary**

Costs for recording secretary for up to four to five meetings annually. Budget line item is level funded for FY22.

**8802 MASC Membership**

Membership costs for four towns and the Region in the Massachusetts Association of School Committees, and on-line policy manual. Budget line item is level funded for FY22.

# **CAPE COD TECHNICAL REGIONAL HIGH SCHOOL**

FY 2022 BUDGET



March 2, 2021

Eastham Town Treasurer  
2500 State Highway  
Eastham, MA 02642

Dear Town Treasurer:

The figures below represent the assessment to your community for FY2022 based on the budget approved at the February 25, 2021 School Committee meeting. These assessments are based on the State Preliminary Required Contributions as supplied by the D.E.S.E based on the Governor's budget. Your total assessment is \$463,008.00.

The Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA), was signed into law on December 27, 2020 and provides supplemental funding for the Elementary and Secondary School Emergency Relief Fund (ESSER II Fund) to help K-12 educational entities prevent, prepare for, and respond to impacts of COVID-19. Through the ESSER II Fund, your community will receive \$11,629.00 which has been deducted from the 1st assessment.

Your total assessment with the ESSER II Fund credit deducted is \$451,379.00 and payable as follows:

August 1, 2021	\$127,273.00
November 1, 2021	\$138,902.00
February 1, 2022	\$92,602.00
May 1, 2022	\$92,602.00

In addition the FY22 payment for the capital project is payable as follows:

August 1, 2021	\$68,952.00
November 1, 2021	\$68,951.00
February 1, 2022	\$45,967.00
May 1, 2022	\$45,967.00

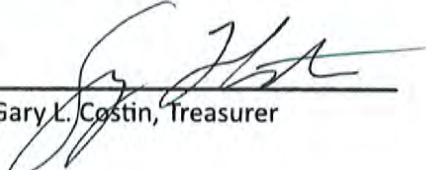


Respectfully,

*Anthony T. Tullio*

Anthony T. Tullio, Chairman  
Cape Cod Regional Technical High School  
School District School Committee

I, Gary L. Costin, certify that the above amount for the twelve-month fiscal period ending June 30, 2022 is your apportionment in accordance with provisions of the section IV of the agreement between the twelve member towns and the Education Reform Act.

  
\_\_\_\_\_  
Gary L. Costin, Treasurer

Cc: **Chairman, Town Finance Committee**  
Chairman, Town Council or Board of Selectman  
Town Accountant  
CERTIFIED RETURN RECEIPT

## Cape Cod Regional Technical High School

### FY22 Assessments - Operating & Capital

	FY22 Capital Project	FY22 Operating Budget	
<b>Town of Barnstable</b>	\$1,688,805	\$3,417,605	\$5,106,410
<b>Town of Brewster</b>	\$409,710	\$825,363	\$1,235,073
<b>Town of Chatham</b>	\$149,894	\$301,962	\$451,856
<b>Town of Dennis</b>	\$729,484	\$1,469,547	\$2,199,031
<b>Town of Eastam</b>	\$229,837	\$463,008	\$692,845
<b>Town of Harwich</b>	\$509,639	\$1,026,670	\$1,536,309
<b>Town of Mashpee</b>	\$439,689	\$978,770	\$1,418,459
<b>Town of Orleans</b>	\$129,908	\$261,700	\$391,608
<b>Town of Provincetown</b>	\$109,922	\$221,438	\$331,360
<b>Town of Truro</b>	\$109,922	\$221,438	\$331,360
<b>Town of Wellfleet</b>	\$159,887	\$322,092	\$481,979
<b>Town of Yarmouth</b>	\$1,588,876	\$3,138,260	\$4,727,136
	<b>\$6,255,573</b>	<b>\$12,647,853</b>	<b>\$18,903,426</b>



**Cape Cod Regional Technical High School**  
**FY22 Budget - Revenue**

<b>Revenue</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Original</b>	<b>FY21 Revoted</b>	<b>FY22 Proposed</b>
<b>Assessments from Member Towns</b> <i>FY22 Assessment % Increase</i>	\$ 12,043,153	\$ 12,159,933	\$ 12,137,867	\$ 12,464,853	\$ 12,137,867	\$ 12,647,853 1.47%
<b>State Aid</b>						
<sup>1</sup> Chapter 70 State Aid	\$ 2,131,634	\$ 2,160,717	\$ 2,119,671	\$ 2,194,147	\$ 1,755,318	\$ 2,194,147
<sup>2</sup> Chapter 71 Transportation Aid	\$ 484,900	\$ 568,601	\$ 550,481	\$ 505,000	\$ 438,400	\$ 505,000
<b>Total State Aid</b>	<b>\$ 2,616,534</b>	<b>\$ 2,729,318</b>	<b>\$ 2,670,152</b>	<b>\$ 2,699,147</b>	<b>\$ 2,193,718</b>	<b>\$ 2,699,147</b>
<b>Local Revenue</b>						
Interest Income	\$ 9,868	\$ 55,884	\$ 63,307	\$ 50,000	\$ 35,000	\$ 35,000
Facility Rental	\$ 24,824	\$ 31,883	\$ 18,074	\$ 40,000	\$ 15,000	\$ 30,000
Excess and Deficiency	\$ 80,000	\$ 80,000	\$ 200,000	\$ 250,000	\$ 775,000	\$ 400,000
Transportation Stabilization					\$ 133,000	
Mass Medicaid Reimbursement	\$ 839	\$ 55				
Unanticipated Revenue	\$ 19,083	\$ 11,434	\$ 654			
<b>Total Local Revenue</b>	<b>\$ 134,614</b>	<b>\$ 179,256</b>	<b>\$ 282,034</b>	<b>\$ 340,000</b>	<b>\$ 958,000</b>	<b>\$ 465,000</b>
<b>Total Revenue</b>	<b>\$ 14,794,301</b>	<b>\$ 15,068,507</b>	<b>\$ 15,090,053</b>	<b>\$ 15,504,000</b>	<b>\$ 15,289,585</b>	<b>\$ 15,812,000</b>

**Cape Cod Regional Technical High School**

**FY22 Budget - Proposed**

	<b>Description</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Proposed</b>	<b>FY21 Budget</b>	<b>FY22 Proposed</b>	<b>%</b>	<b>Expected Grant Funds</b>
1	Severance Pay	\$42,000	\$54,000	\$35,000	\$35,000	\$30,000	\$30,000		
2	Longevity	\$61,576.55	\$58,675	\$71,213	\$62,644	\$60,344	\$65,726		
3	Retirement Annuity Incentive	\$30,875	\$32,500	\$30,325	\$31,400	\$31,400	\$29,900		
4	Reserve for Unanticipated Expenses	\$107,461.49	\$0	\$0	\$25,000	\$20,000	\$25,000		
5	Provision for Contract Negotiations	\$0	\$0	\$0	\$0	\$0	\$0		
6	School Committee Supplies	\$980.10	\$1,315	\$1,132	\$1,500	\$1,500	\$1,200		
7	Dues & Subscriptions	\$17,506	\$12,760	\$17,516	\$16,000	\$16,000	\$16,000		
8	<b>Total District Expenses</b>	<b>\$260,399.14</b>	<b>\$159,250</b>	<b>\$155,186</b>	<b>\$171,544</b>	<b>\$159,244</b>	<b>\$167,826</b>	<b>-2.17%</b>	
9									
10	Superintendent-Director (1)	\$164,976	\$169,702	\$173,939	\$172,552	\$172,552	\$176,412		
11	Secretary-Supt.-Director (1)	\$72,955	\$74,666	\$76,920	\$78,538	\$78,538	\$80,193		
12	Advertising	\$26,291.32	\$21,021	\$21,045	\$28,000	\$18,000	\$23,000		
13	Supt/Business Office Supplies	\$12,786.32	\$11,161	\$13,914	\$14,000	\$14,000	\$12,000		
14	Superintendent Travel	\$22	\$0	\$0	\$200	\$200	\$0		
15	Public Relations	\$37,158.33	\$30,087	\$33,588	\$36,000	\$30,000	\$33,000		
16	General Expense	\$2,996.07	\$2,525	\$1,253	\$3,000	\$3,000	\$2,500		
17	District Dues/Subscriptions	\$3,636	\$4,558	\$4,850	\$3,800	\$3,800	\$5,000		
18	Postage	\$12,632.28	\$17,337	\$15,485	\$17,500	\$17,500	\$15,000		
19	<b>Total District Administration</b>	<b>\$333,453.32</b>	<b>\$331,057</b>	<b>\$340,994</b>	<b>\$353,590</b>	<b>\$337,590</b>	<b>\$347,105</b>	<b>-1.83%</b>	
20									
21	Treasurer (1)	\$16,500	\$16,500	\$18,000	\$18,375	\$18,375	\$18,375		
22	Business Administrator (1)	\$124,926	\$128,030	\$131,462	\$134,397	\$134,397	\$137,398		
23	Business Office Staff (2)	\$108,877.27	\$119,656	\$119,512	\$124,942	\$124,942	\$130,729		
24	Audit	\$42,800	\$31,750	\$30,044	\$45,000	\$45,000	\$38,000		
25	Bookkeeper (1)	\$70,628	\$72,394	\$91,117	\$68,977	\$68,977	\$73,890		
26	Negotiations	\$0	\$17,952	\$0	\$0	\$0	\$14,000		
27	Legal Services	\$17,672	\$7,728	\$13,369	\$15,000	\$15,000	\$13,000		
28	<b>Total Finance and Administrative Services</b>	<b>\$381,403.27</b>	<b>\$394,010</b>	<b>\$403,504</b>	<b>\$406,691</b>	<b>\$406,691</b>	<b>\$425,392</b>	<b>4.60%</b>	
29									
30	Director of Special Needs (1)	\$119,583	\$122,572	\$135,016	\$129,963	\$129,963	\$132,853		
31	Director of Technical Studies (1)	\$104,275	\$106,863	\$115,307	\$117,885	\$117,885	\$120,521		
32	Secretary to Technical Studies Director (.4)	\$0	\$16,714	\$19,436	\$30,000	\$30,000	\$28,000		
33	Director of Curriculum (1)	\$118,777	\$150,571	\$113,170	\$121,405	\$121,405	\$124,120		
34	Coop Coordinator (1)	\$0	\$0	\$29,695	\$30,000	\$30,000	\$30,000		
35	Technical Studies Supplies	\$4,648.76	\$1,115	\$5,987	\$2,500	\$2,500	\$2,500		
36	Curriculum Supplies & Software	\$1,314.97	\$1,537	\$988	\$1,500	\$1,500	\$1,200		
37	Special Needs Director Travel	\$0	\$0	\$0	\$200	\$200	\$0		
38	<b>Total District-wide Academic/Vocational</b>	<b>\$348,598.73</b>	<b>\$399,373</b>	<b>\$419,599</b>	<b>\$433,453</b>	<b>\$433,453</b>	<b>\$439,194</b>	<b>1.32%</b>	
39									

**Cape Cod Regional Technical High School**

**FY22 Budget - Proposed**

	<b>Description</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Proposed</b>	<b>FY21 Budget</b>	<b>FY22 Proposed</b>	<b>%</b>	<b>Expected Grant Funds</b>
40	Principal(1)	\$127,810.84	\$130,886	\$134,127	\$137,117	\$137,117	\$140,174		
41	Assistant Principal (1)	\$110,482	\$113,219	\$115,999	\$118,575	\$118,575	\$121,209		
42	Secretary to Principal(1)	\$63,776	\$65,270	\$76,700	\$63,215	\$63,215	\$69,660		
43	Attendance Clerk (.71)	\$27,992.03	\$31,227	\$33,557	\$35,487	\$35,487	\$36,197		
44	Assistant Principal Secretary (.85)	\$63,544.84	\$46,478	\$47,556	\$49,721	\$49,721	\$49,721		
45	Agenda Books	\$3,559.60	\$3,470	\$3,255	\$3,600	\$3,600	\$3,500		
46	Accreditation	\$6,670.99	\$0	\$0	\$0	\$0	\$12,000		
47	Principal's Supplies	\$5,742.48	\$5,575	\$3,674	\$5,750	\$5,425	\$5,500		
48	MCAS Supplies	\$872.64	\$389	\$0	\$800	\$800	\$500		
49	Assistant Principal Supplies	\$1,094.96	\$1,179	\$1,675	\$1,000	\$1,000	\$1,000		
50	Graduation Expense	\$550.62	\$997	\$12,552	\$1,500	\$1,500	\$1,500		
51	Prin./AP Dues & Subscriptions	\$1,235	\$397	\$150	\$800	\$800	\$600		
52	Principal/AP Travel	\$597.34	\$33	\$0	\$90	\$90	\$0		
53	Recognition Awards	\$7,121.09	\$9,558	\$5,618	\$7,000	\$7,000	\$5,500		
54	<b>Total School Building Leadership</b>	<b>\$421,050.43</b>	<b>\$408,679</b>	<b>\$434,863</b>	<b>\$424,655</b>	<b>\$424,330</b>	<b>\$447,061</b>	5.28%	
55									
56	Network Engineer (1)	\$81,063	\$85,581	\$87,721	\$89,695	\$89,695	\$91,713		
57	Technology Systems and Data Assistant (1)	\$72,775	\$76,696	\$80,767	\$84,786	\$84,786	\$86,694		
58	Technology Contracted Services	\$0	\$0	\$0	\$2,000	\$2,000	\$1,500		
59	Technology Supplies	\$7,394.16	\$10,118	\$12,304	\$7,650	\$7,650	\$9,000		
60	Audio Visual Supplies	\$19.62	\$107	\$0	\$200	\$200	\$0		
61	<b>Total Building Technology</b>	<b>\$161,251.78</b>	<b>\$172,502</b>	<b>\$180,792</b>	<b>\$184,331</b>	<b>\$184,331</b>	<b>\$188,907</b>	2.48%	
62									
63	Auto Collision Instructors (2)	\$136,096	\$142,174	\$148,093	\$154,150	\$154,150	\$160,473		
64	Auto Technology Instructors (2)	\$140,544	\$146,795	\$152,878	\$159,105	\$159,105	\$165,603		
65	Carpentry Staff (2)	\$147,861	\$147,098	\$152,210	\$158,425	\$156,425	\$150,843		
66	Cosmetology Instructors (2)	\$138,628.03	\$144,291	\$150,839	\$159,063	\$159,063	\$167,607		
67	Culinary Arts Staff (2)	\$168,557	\$172,350	\$175,798	\$179,273	\$179,273	\$182,899		
68	Dental Assist. Instructor (2)	\$73,048	\$77,705	\$82,335	\$86,638	\$86,638	\$148,787		
69	Early Childhood Instructors - CLOSED	\$83,756	\$88,521	\$0	\$0	\$0	\$0		
70	Electrical Instructors (2)	\$133,041	\$139,095	\$147,081	\$153,193	\$153,193	\$159,573		
71	Graphic Arts Instructors (2)	\$144,103	\$153,378	\$159,522	\$172,557	\$172,557	\$179,115		
72	Health Technology Instructors (2)	\$230,016	\$247,992	\$231,262	\$243,498	\$243,498	\$195,201		
73	Horticulture Instructors (2)	\$144,050	\$143,107	\$159,465	\$165,750	\$165,750	\$172,307		
74	HVAC Staff (3)	\$81,577	\$86,427	\$167,537	\$162,559	\$162,559	\$239,939		
75	Information Technology Instructors (2)	\$126,488	\$123,170	\$131,585	\$140,653	\$140,653	\$149,907		
76	Marine Instructor (2)	\$142,440.10	\$149,394	\$150,455	\$162,902	\$162,902	\$169,399		
77	Plumbing Instructor (2)	\$175,919.40	\$176,331	\$160,232	\$166,373	\$166,373	\$166,872		
78	Welding Instructor - CLOSED	\$68,726	\$73,287	\$0	\$0	\$0	\$0		
79	Art Teacher (1)	\$19,904.64	\$22,350	\$54,560	\$58,787	\$58,787	\$63,164		
80	21st Century Skills (2)	\$163,951	\$167,640	\$170,993	\$155,673	\$155,673	\$172,435		

**Cape Cod Regional Technical High School**

**FY22 Budget - Proposed**

	<b>Description</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Proposed</b>	<b>FY21 Budget</b>	<b>FY22 Proposed</b>	<b>%</b>	<b>Expected Grant Funds</b>
81	English Instructors (6)	\$449,139.67	\$457,902	\$475,922	\$482,518	\$480,018	\$502,197		
82	Health Instructor (1)	\$86,556	\$88,487	\$90,242	\$72,031	\$72,031	\$53,564		
83	Math Instructors (6)	\$440,756.08	\$451,436	\$462,938	\$473,840	\$473,840	\$508,945		
84	Phys. Ed. Instructors (2)	\$133,221.61	\$153,429	\$148,375	\$155,082	\$155,082	\$161,211		
85	Science Instructor (4)	\$305,457.20	\$319,159	\$332,214	\$354,493	\$364,493	\$372,644		
86	Social Studies Instructor (4)	\$304,398	\$321,482	\$335,477	\$339,964	\$339,964	\$353,319		
87	Spanish Instructor (1)	\$81,519	\$83,336	\$84,988	\$86,674	\$86,674	\$88,392		
88	Engineering Technology Instructors (2)	\$166,130.98	\$160,689	\$178,697	\$184,411	\$184,411	\$188,136		
89	Special Needs Instructor (6)	\$599,596.99	\$500,287	\$523,218	\$538,335	\$518,335	\$527,797		\$85,000
90	Special Needs Inclusion Specialist (1)	\$81,519	\$82,586	\$86,863	\$86,674	\$88,600	\$91,122		
91	Technology Int. Specialist (1)	\$81,519	\$83,336	\$87,613	\$86,674	\$88,600	\$91,122		
92	Literacy Coach (1)	\$79,035.94	\$80,910	\$84,811	\$86,743	\$86,743	\$88,612		\$5,000
93	<b>Total Instruction and Teaching Services</b>	<b>\$5,127,555.64</b>	<b>\$5,184,146</b>	<b>\$5,286,203</b>	<b>\$5,426,038</b>	<b>\$5,415,390</b>	<b>\$5,671,185</b>	4.52%	<b>\$90,000</b>
94									
95	Special Needs Cont. Service	\$133,568.17	\$101,499	\$95,955	\$130,000	\$130,000	\$115,000		
96	<b>Total Medical Therapeutic Services</b>	<b>\$133,568.17</b>	<b>\$101,499</b>	<b>\$95,955</b>	<b>\$130,000</b>	<b>\$130,000</b>	<b>\$115,000</b>	-11.54%	
97									
98	Vocational Substitutes	\$23,283.75	\$32,310	\$33,115	\$49,000	\$48,000	\$49,000		
99	Academic Substitutes	\$63,035.02	\$72,114	\$50,649	\$49,000	\$48,000	\$49,000		
100	<b>Total Substitutes</b>	<b>\$86,318.77</b>	<b>\$104,424</b>	<b>\$83,764</b>	<b>\$98,000</b>	<b>\$96,000</b>	<b>\$98,000</b>	0.00%	
101									
102	Auto Tech Aide (1)	\$34,990	\$35,732	\$37,731	\$38,338	\$38,338	\$39,040		
103	Early Childhood Education Aide - CLOSED	\$63,630.84	\$0	\$0	\$0	\$0	\$0		
104	Graphic Arts Aide (1)	\$38,673.65	\$23,684	\$31,035	\$35,114	\$35,114	\$35,816		
105	Information Technology Aide (1)	\$24,948.62	\$27,622	\$40,738	\$30,114	\$35,114	\$35,816		
106	Physical Education Aide (1)	\$29,924	\$32,452	\$34,425	\$35,114	\$35,114	\$35,816		
107	Special Needs Aides (7)	\$65,288.63	\$68,107	\$50,811	\$68,799	\$68,799	\$121,192		\$135,000
108	<b>Total Paraprofessionals Instructional Asst.</b>	<b>\$257,455.74</b>	<b>\$187,597</b>	<b>\$194,740</b>	<b>\$207,479</b>	<b>\$212,479</b>	<b>\$267,680</b>	29.02%	<b>\$135,000</b>
109									
110	Librarian (.84)	\$74,036.75	\$75,862	\$72,820	\$79,153	\$76,994	\$80,694		
111	<b>Total Library</b>	<b>\$74,036.75</b>	<b>\$75,862</b>	<b>\$72,820</b>	<b>\$79,153</b>	<b>\$76,994</b>	<b>\$80,694</b>	1.95%	
112									
113	Professional Development	\$38,747.87	\$54,382	\$53,104	\$50,000	\$50,000	\$48,000		
114	Course Reimbursement	\$7,531.65	\$22,978	\$13,400	\$32,000	\$32,000	\$31,000		
115	Curriculum Development	\$4,699.03	\$3,717	\$2,125	\$2,000	\$2,000	\$3,000		
116	State Mandated Mentoring	\$12,091.50	\$9,750	\$9,750	\$10,000	\$10,000	\$9,750		
117	<b>Total Professional Development</b>	<b>\$63,070.05</b>	<b>\$90,828</b>	<b>\$78,379</b>	<b>\$94,000</b>	<b>\$94,000</b>	<b>\$91,750</b>	-2.39%	
118									

**Cape Cod Regional Technical High School**

**FY22 Budget - Proposed**

	<b>Description</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Proposed</b>	<b>FY21 Budget</b>	<b>FY22 Proposed</b>	<b>%</b>	<b>Expected Grant Funds</b>
119	Auto Body Texts	\$0	\$0	\$665	\$1,500	\$1,500	\$1,000		
120	Auto Technology Texts	\$3,247.20	\$0	\$0	\$500	\$500	\$0		
121	Carpentry Texts	\$10.44	\$0	\$3,009	\$1,000	\$1,000	\$0		
122	Cosmetology Texts	\$0	\$0	\$0	\$1,500	\$1,500	\$500		
123	Culinary Arts Texts	\$1,886.80	\$1,495	\$0	\$1,000	\$1,000	\$500		
124	Dental Assistant Texts	\$183.20	\$0	\$72	\$500	\$500	\$0		
125	Electrical Texts	\$2,087.25	\$0	\$5,951	\$0	\$2,500	\$500		
126	Graphic Arts Text		\$195	\$0	\$2,500	\$250	\$0		
127	Health Technology Texts	\$2,687.78	\$0	\$0	\$250	\$2,300	\$2,000		
128	Horticulture Texts	\$0	\$599	\$2,688	\$2,300	\$0	\$0		
129	HVAC Texts	\$0	\$0	\$0	\$800	\$800	\$0		
130	Information Technology Texts	\$2,650	\$0	\$0	\$1,000	\$1,000	\$500		
131	Marine Mechanics Texts	\$0	\$0	\$1,167	\$800	\$800	\$500		
132	Plumbing Texts	\$0	\$0	\$12,993	\$1,250	\$1,250	\$0		
133	Engineering Texts	\$2,090.99	\$750	\$2,783	\$2,000	\$2,000	\$500		
134	Special Needs Texts	\$37.45	\$193	\$243	\$2,000	\$2,000	\$750		
135	English Texts	\$3,893.45	\$3,679	\$0	\$3,800	\$3,800	\$3,000		
136	Math Texts	\$0	\$0	\$0	\$200	\$200	\$0		
137	Science Texts	\$5,277.36	\$0	\$0	\$1,800	\$1,800	\$1,000		
138	Social Studies Texts	\$2,901.86	\$0	\$0	\$500	\$500	\$15,000		
139	<b>Total Textbooks</b>	<b>\$26,953.78</b>	<b>\$6,910</b>	<b>\$29,571</b>	<b>\$25,200</b>	<b>\$25,200</b>	<b>\$25,750</b>	<b>2.18%</b>	
140									
141	Auto Tech S/W	\$2,487.99	\$2,310	\$1,768	\$2,000	\$2,000	\$2,000		
142	Carpentry S/W	\$0	\$0	\$0	\$0	\$500	\$0		
143	Cosmetology S/W	\$34	\$299	\$0	\$500	\$100	\$100		
144	Culinary Arts S/W	\$341	\$668	\$598	\$100	\$700	\$600		
145	Dental S/W	\$0	\$0	\$1,398	\$700	\$0	\$0		
146	Electrical S/W	\$150	\$150	\$150	\$150	\$150	\$150		
147	Graphic Arts S/W	\$0.00	\$3,043	\$0	\$0	\$0	\$0		
148	Health Tech S/W	\$5,079.44	\$4,472	\$3,316	\$4,200	\$4,200	\$3,500		
149	Horticulture S/W	\$525	\$0	\$0	\$500	\$500	\$0		
150	HVAC S/W	\$0	\$0	\$0	\$200	\$200	\$0		
151	Information Technology S/W	\$3,950	\$0	\$5,394	\$3,500	\$3,500	\$3,500		
152	Marine S/W	\$265	\$0	\$0	\$300	\$300	\$0		
153	Engineering S/W	\$55	\$525	\$99	\$300	\$300	\$200		
154	Special Needs S/W	\$206.94	\$3,150	\$1,581	\$500	\$500	\$1,500		
155	English S/W	\$2,831.76	\$95	\$0	\$500	\$500	\$200		

**Cape Cod Regional Technical High School**

**FY22 Budget - Proposed**

	<b>Description</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Proposed</b>	<b>FY21 Budget</b>	<b>FY22 Proposed</b>	<b>%</b>	<b>Expected Grant Funds</b>
156	Science S/W	\$0	\$3,337	\$0	\$250	\$250	\$300		
157	Special Needs Dues	\$670	\$156	\$0	\$500	\$500	\$250		
158	Library Books	\$5,783.04	\$6,073	\$3,512	\$4,500	\$4,500	\$4,500		
159	Library Subscriptions	\$3,085.00	\$2,918	\$937	\$3,500	\$3,500	\$3,000		
160	<b>Total Subscriptions /Workbooks</b>	<b>\$25,464.17</b>	<b>\$27,196</b>	<b>\$18,753</b>	<b>\$22,200</b>	<b>\$22,200</b>	<b>\$19,800</b>	<b>-10.81%</b>	
161									
162	School Paper Bid	\$7,044.67	\$11,597	\$0	\$6,000	\$5,000	\$6,000		
163	Auto Body Supplies	\$3,613.01	\$2,628	\$8,481	\$3,500	\$3,000	\$5,000		
164	Auto Technology Supplies	\$2,849.87	\$1,979	\$3,978	\$3,000	\$3,000	\$4,000		
165	Carpentry Supplies	\$3,567	\$4,269	\$3,080	\$5,500	\$4,500	\$3,500		
166	Cosmetology Supplies	\$4,114.55	\$4,616	\$3,624	\$5,500	\$5,000	\$4,000		
167	Culinary Arts Supplies	\$15,797.28	\$19,041	\$20,160	\$15,000	\$15,000	\$15,000		
168	Dental Assistant Supplies	\$2,312.20	\$3,068	\$2,828	\$3,000	\$3,000	\$3,000		
169	Early Childhood Supplies - CLOSED	\$891.89	\$90	\$0	\$0	\$0	\$0		
170	Electrical Supplies	\$5,714.29	\$11,363	\$3,370	\$10,000	\$10,000	\$8,000		
171	Graphic Arts Supplies	\$5,778.33	\$11,328	\$21,961	\$7,000	\$7,000	\$10,000		
172	Health Technology Supplies	\$5,021.75	\$3,137	\$1,763	\$5,000	\$4,500	\$4,000		
173	Horticulture Supplies	\$13,925.27	\$14,325	\$11,060	\$15,000	\$15,000	\$14,000		
174	HVAC Supplies	\$10,533.40	\$18,570	\$19,507	\$11,000	\$11,000	\$15,000		
175	Information Technology Supplies	\$1,856.39	\$1,793	\$219	\$2,000	\$2,000	\$2,000		
176	Marine Mechanics Supplies	\$8,293.31	\$8,044	\$4,611	\$7,000	\$7,000	\$6,000		
177	Plumbing Supplies	\$10,736.40	\$18,507	\$3,724	\$16,000	\$16,000	\$16,000		
178	Welding Supplies - CLOSED	\$15,940.65	\$18,771	\$0	\$0	\$0	\$0		
179	Exploratory Supplies	\$7,522.42	\$9,940	\$17,991	\$8,000	\$8,000	\$10,000		
180	Engineering Supplies	\$22,185.93	\$10,971	\$2,528	\$10,000	\$10,000	\$10,000		
181	Safety Supplies / OSHA Training	\$2,846.51	\$6,971	\$14,186	\$7,500	\$6,000	\$8,000		
182	Special Needs Supplies	\$1,556.10	\$2,396	\$3,723	\$2,500	\$2,500	\$3,000		
183	21st Century Skills Supplies	\$399.74	\$139	\$2,595	\$200	\$200	\$200		
184	English Supplies	\$3,762.07	\$2,317	\$5,435	\$3,000	\$3,000	\$4,000		
185	Health Education Supplies	\$353.12	\$423	\$159	\$400	\$400	\$300		
186	Math Supplies	\$849.76	\$1,356	\$1,594	\$1,500	\$1,500	\$1,500		
187	Phys. Ed. Supplies	\$850.53	\$989	\$615	\$1,000	\$1,000	\$1,000		
188	Science Supplies	\$8,628.46	\$4,505	\$3,283	\$5,000	\$5,000	\$4,500		
189	Social Studies Supplies	\$1,267.33	\$789	\$722	\$800	\$800	\$800		
190	Spanish Supplies	\$128.62	\$270	\$0	\$250	\$250	\$250		
191	Art Supplies	\$2,851.34	\$5,189	\$4,218	\$5,000	\$5,000	\$4,500		
192	Library Supplies	\$1,400.51	\$1,455	\$1,559	\$1,000	\$1,000	\$1,000		
193	<b>Total Educational Supplies</b>	<b>\$172,592.70</b>	<b>\$200,839</b>	<b>\$166,974</b>	<b>\$160,650</b>	<b>\$155,650</b>	<b>\$164,550</b>	<b>2.43%</b>	
194									

**Cape Cod Regional Technical High School**

**FY22 Budget - Proposed**

	<b>Description</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Proposed</b>	<b>FY21 Budget</b>	<b>FY22 Proposed</b>	<b>%</b>	<b>Expected Grant Funds</b>
195	Field Trips-Competitions	\$51,628.78	\$32,790	\$3,526	\$45,000	\$40,000	\$40,000		
196	Senior Project	\$771.72	\$580	\$11	\$800	\$800	\$500		
197	Summer School	\$0.00	\$0	\$0	\$3,000	\$3,000	\$3,000		
198	Tutoring & Credit Recovery	\$14,118.27	\$8,568	\$6,814	\$10,000	\$10,000	\$7,500		
199	<b>Total Other Instructional Services</b>	<b>\$66,518.77</b>	<b>\$41,937</b>	<b>\$10,351</b>	<b>\$58,800</b>	<b>\$53,800</b>	<b>\$51,000</b>	<b>-13.27%</b>	
200									
201	Guidance Counselors (4)	\$306,910.83	\$328,743	\$318,740	\$336,249	\$311,249	\$327,684		
202	At Risk Counselor (1)	\$58,903.13	\$76,334	\$81,854	\$86,291	\$86,291	\$93,856		
203	Guidance Secretaries (2)	\$95,085.57	\$96,300	\$102,156	\$106,242	\$106,242	\$108,366		
204	Guidance Supplies	\$5,552.88	\$3,514	\$3,568	\$5,000	\$5,000	\$4,000		
205	Guidance Public Relations	\$11,823.79	\$9,550	\$8,926	\$12,000	\$10,000	\$9,000		
206	Volunteer Lunches	\$757.50	\$0	\$0	\$0	\$0	\$0		
207	Guidance Travel	\$99.08	\$204	\$0	\$200	\$200	\$0		
208	Dues & Subscriptions	\$0	\$1,914	\$2,370	\$200	\$200	\$2,300		
209	ELL Testing & Services	\$573.11	\$1,336	\$1,708	\$1,000	\$1,000	\$1,200		
210	<b>Total Guidance and Counseling Services</b>	<b>\$479,705.89</b>	<b>\$517,895</b>	<b>\$519,322</b>	<b>\$547,182</b>	<b>\$520,182</b>	<b>\$546,406</b>	<b>-0.14%</b>	
211									
212	Psychological Services	\$36,157.72	\$47,350	\$31,825	\$48,000	\$48,000	\$48,000		
213	<b>Total Psychological Services</b>	<b>\$36,157.72</b>	<b>\$47,350</b>	<b>\$31,825</b>	<b>\$48,000</b>	<b>\$48,000</b>	<b>\$48,000</b>	<b>0.00%</b>	
214									
215	Nurse (1)	\$70,642	\$60,948	\$65,236	\$69,671	\$69,671	\$74,257		
216	Assistant to Nurse (1)	\$28,500.71	\$28,496	\$34,557	\$35,114	\$35,114	\$35,816		
217	Medical Services	\$380	\$150	\$0	\$350	\$350	\$0		
218	Nurse's Supplies	\$3,283.26	\$6,629	\$3,814	\$3,500	\$3,500	\$3,500		
219	<b>Total Health Services</b>	<b>\$102,805.97</b>	<b>\$96,223</b>	<b>\$103,607</b>	<b>\$108,635</b>	<b>\$108,635</b>	<b>\$113,573</b>	<b>4.55%</b>	
220									
221	Basic Transportation	\$676,328.04	\$678,526	\$639,322	\$789,525	\$789,525	\$789,525		
222	Late Transportation	\$55,163.61	\$58,705	\$45,849	\$80,000	\$80,000	\$70,000		
223	Special Needs Transportation	\$22,235.28	\$8,006	\$11,038	\$14,000	\$14,000	\$8,000		
224	Homeless Transportation	\$16,900.75	\$9,681	\$0	\$9,000	\$9,000	\$8,000		
225	<b>Total Student Transportation</b>	<b>\$770,627.68</b>	<b>\$754,918</b>	<b>\$696,209</b>	<b>\$892,525</b>	<b>\$892,525</b>	<b>\$875,525</b>	<b>-1.90%</b>	
226									
227	Transfer to School Lunch	\$45,000.00	\$28,000	\$30,000	\$26,000	\$26,000	\$26,000		
228	<b>Total Food Services</b>	<b>\$45,000.00</b>	<b>\$28,000</b>	<b>\$30,000</b>	<b>\$26,000</b>	<b>\$26,000</b>	<b>\$26,000</b>	<b>0.00%</b>	
229									
231	Coaches	\$112,249	\$124,856	\$90,217	\$146,133	\$136,133	\$141,133		
232	Sports Clinics/Trainer	\$5,347.81	\$1,627	\$450	\$50,000	\$5,000	\$50,000		
233	Officials	\$24,747	\$23,731	\$20,334	\$28,000	\$28,000	\$25,000		
234	Activity Staff	\$9,782	\$9,719	\$9,867	\$10,000	\$10,000	\$10,000		
235	Ice Time	\$11,045	\$13,279	\$5,577	\$15,000	\$15,000	\$12,000		
236	Game Transportation	\$30,715.57	\$39,802	\$30,599	\$55,000	\$54,000	\$54,000		

**Cape Cod Regional Technical High School**

**FY22 Budget - Proposed**

	<b>Description</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Proposed</b>	<b>FY21 Budget</b>	<b>FY22 Proposed</b>	<b>%</b>	<b>Expected Grant Funds</b>
237	Athletic Supplies	\$46,200.17	\$30,734	\$36,666	\$40,000	\$40,000	\$38,000		
238	Equipment Reconditioning	\$4,116.50	\$4,454	\$4,357	\$5,000	\$5,000	\$4,500		
239	Athletic Dues & Subscriptions	\$6,375	\$9,634	\$7,052	\$9,000	\$9,000	\$7,500		
240	Athletic Travel	\$385	\$924	\$0	\$0	\$0	\$0		
241	<b>Total Athletic Services</b>	<b>\$250,963.05</b>	<b>\$258,760</b>	<b>\$205,119</b>	<b>\$358,133</b>	<b>\$302,133</b>	<b>\$342,133</b>	<b>-4.47%</b>	
242									
243	Advisors	\$50,945.29	\$51,090	\$60,461	\$48,958	\$46,958	\$47,538		
244	Student Activities	\$15,907.77	\$27,383	\$26,457	\$20,000	\$20,000	\$20,000		
245	<b>Total Other Student Activities</b>	<b>\$66,853.06</b>	<b>\$78,473</b>	<b>\$86,918</b>	<b>\$68,958</b>	<b>\$66,958</b>	<b>\$67,538</b>	<b>-2.06%</b>	
246									
247	Police Liason Officer	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000		
248	After School Supervision	\$10,896.28	\$9,800	\$6,686	\$11,000	\$11,000	\$10,000		
249	Security	\$1,146.80	\$396	\$200	\$1,000	\$1,000	\$1,000		
250	<b>Total School Security</b>	<b>\$32,043.08</b>	<b>\$30,196</b>	<b>\$26,886</b>	<b>\$32,000</b>	<b>\$32,000</b>	<b>\$31,000</b>	<b>-3.13%</b>	
251									
252	Custodians (5)	\$237,234.10	\$228,297	\$247,614	\$259,272	\$259,272	\$245,178		
253	Custodial/Matron (.8)	\$40,974.56	\$46,983	\$40,164	\$40,982				
254	Contracted Services	\$523.78	\$508	\$1,658	\$500	\$500	\$2,000		
255	Custodial Supplies	\$35,670	\$36,693	\$37,203	\$35,000	\$35,000	\$40,000		
256	Custodial Clothing Allowance	\$6,135.82	\$5,861	\$7,991	\$6,000	\$6,000	\$6,000		
257	<b>Total Custodial Services</b>	<b>\$320,538.26</b>	<b>\$318,342</b>	<b>\$334,630</b>	<b>\$341,754</b>	<b>\$300,772</b>	<b>\$293,178</b>	<b>-14.21%</b>	
258									
259	Heat for Building - Gas	\$149,850.64	\$161,229	\$146,661	\$138,000	\$138,000	\$138,000		
260	Heat for Building - Oil	\$1,233.17	\$1,793	\$1,363	\$1,000	\$1,000	\$1,500		
261	<b>Total Heat of Building</b>	<b>\$151,083.81</b>	<b>\$163,022</b>	<b>\$148,024</b>	<b>\$139,000</b>	<b>\$139,000</b>	<b>\$139,500</b>	<b>0.36%</b>	
262									
263	Telephone	\$17,392.20	\$19,727	\$19,989	\$18,000	\$18,000	\$20,000		
264	Water	\$6,850.72	\$6,026	\$5,437	\$6,500	\$6,500	\$6,000		
265	Electricity	\$313,544.73	\$346,197	\$278,855	\$349,470	\$349,470	\$346,923		
266	Gasoline	\$16,526.25	\$13,164	\$7,517	\$15,000	\$15,000	\$15,000		
267	Refuse Removal	\$24,458.22	\$23,984	\$21,114	\$25,000	\$25,000	\$24,000		
268	<b>Total Utility Services</b>	<b>\$378,772.12</b>	<b>\$409,098</b>	<b>\$332,912</b>	<b>\$413,970</b>	<b>\$413,970</b>	<b>\$411,923</b>	<b>-0.49%</b>	
269									
270	Student Wages	\$7,433.60	\$4,104	\$3,588	\$5,000	\$5,000	\$4,500		
271	Groundskeeper (1)	\$51,710.95	\$29,079	\$42,284	\$47,965	\$47,965	\$56,139		
272	Snow Removal	\$23,459.51	\$13,700	\$12,190	\$25,000	\$25,000	\$25,000		
273	Grounds Contracted Services	\$4,500	\$3,014	\$7,774	\$5,000	\$5,000	\$5,000		
274	Grounds Supplies	\$35,389.68	\$40,976	\$34,127	\$30,000	\$30,000	\$30,000		
275	<b>Total Maintenance of Grounds</b>	<b>\$122,493.74</b>	<b>\$90,873</b>	<b>\$99,963</b>	<b>\$112,965</b>	<b>\$112,965</b>	<b>\$120,639</b>	<b>6.79%</b>	
276									

**Cape Cod Regional Technical High School**

**FY22 Budget - Proposed**

	<b>Description</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Actual</b>	<b>FY21 Proposed</b>	<b>FY21 Budget</b>	<b>FY22 Proposed</b>	<b>%</b>	<b>Expected Grant Funds</b>
277	Building & Grounds Supervisor (1)	\$83,657	\$85,749	\$87,892	\$89,870	\$89,870	\$91,892		
278	Maintenance Employees (2.3)	\$107,869.34	\$111,226	\$106,094	\$116,334	\$116,334	\$151,969		
279	Maintenance Employees - Summer Work	\$5,430	\$0	\$0	\$5,000	\$0	\$0		
280	Maint. of Building Supplies	\$49,689.16	\$33,283	\$40,334	\$55,000	\$55,000	\$45,000		
281	Electrical Contracted Service	\$8,516.17	\$9,577	\$8,189	\$11,000	\$11,000	\$10,000		
282	Emergency Services	\$40,452.53	\$48,407	\$42,767	\$40,000	\$40,000	\$40,000		
283	Mechanical Contracted Services	\$5,181.50	\$12,300	\$17,900	\$25,000	\$25,000	\$15,000		
284	Air Conditioning Cont. Serv.	\$635	\$3,045	\$0	\$15,000	\$15,000	\$15,000		
285	Building Contracted Services	\$82,347.04	\$81,132	\$82,235	\$80,000	\$80,000	\$80,000		
286	<b>Total Maintenance of Building</b>	<b>\$383,777.74</b>	<b>\$384,718</b>	<b>\$385,411</b>	<b>\$437,204</b>	<b>\$432,204</b>	<b>\$448,861</b>	2.67%	
287									
288	Maint. Equipment - Administration	\$36,178.70	\$49,300	\$38,447	\$55,000	\$55,000	\$45,000		
289	Maint. Equipment - Vocational	\$30,562.04	\$29,168	\$15,453	\$30,000	\$30,000	\$22,000		
290	Maint. Equipment - Academic	\$11,384.28	\$1,770	\$0	\$3,000	\$3,000	\$2,500		
291	Maint. Equipment - Maintenance	\$7,716.64	\$17,892	\$6,750	\$16,000	\$16,000	\$13,000		
292	Maintenance of Vehicles	\$15,772.54	\$28,966	\$15,309	\$25,000	\$25,000	\$22,000		
293	<b>Total Maintenance of Equipment</b>	<b>\$101,614.20</b>	<b>\$127,094</b>	<b>\$75,959</b>	<b>\$129,000</b>	<b>\$129,000</b>	<b>\$104,500</b>	-18.99%	
294									
295	Barnstable County Retirement Assessment	\$404,171	\$497,610	\$479,921	\$531,906	\$531,906	\$449,201		
296	<b>Total Employee Retirement</b>	<b>\$404,171.00</b>	<b>\$497,610</b>	<b>\$479,921</b>	<b>\$531,906</b>	<b>\$531,906</b>	<b>\$449,201</b>	-15.55%	
297									
298	Employee Health Insurance	\$1,421,763.35	\$1,407,437	\$1,393,149	\$1,309,089	\$1,309,089	\$1,275,487		
299	Employee Dental Insurance	\$114,326.26	\$81,399	\$108,058	\$102,603	\$102,603	\$96,300		
300	Employee Long Term Disability Ins.	\$15,116.71	\$15,918	\$16,163	\$16,000	\$16,000	\$18,479		
301	Employee Life Insurance	\$21,730.54	\$8,749	\$13,672	\$12,000	\$12,000	\$19,147		
302	Medicare Tax	\$122,171.10	\$121,655	\$124,657	\$130,000	\$130,000	\$130,000		
303	Unemployment Insurance	\$18,138.72	\$21,627	\$35,454	\$30,000	\$30,000	\$35,000		
304	Workers' Comp. Insurance	\$74,412.96	\$64,717	\$67,934	\$64,133	\$64,133	\$77,465		
305	Retirees Health Insurance	\$511,533.27	\$639,830	\$547,350	\$602,709	\$602,709	\$633,028		
306	Retiree Section 18 Penalty	\$1,474	\$1,618	\$1,681	\$1,200	\$1,200	\$1,680		
307	OPEB Obligation	\$180,000	\$225,000	\$100,000	\$150,000	\$150,000	\$200,000		
308	Property & Liability Ins.	\$180,745	\$202,413	\$189,979	\$204,700	\$204,700	\$258,011		
309	Excess Liability Insurance	\$8,525	\$8,896	\$9,524	\$10,000	\$10,000	\$16,924		
310	Student Insurance	\$15,195.20	\$15,000	\$13,261	\$15,200	\$15,200	\$13,261		
311	Treasurer's Bond	\$350	\$350	\$350	\$350	\$350	\$350		
312	<b>Total Insurances</b>	<b>\$2,685,482.11</b>	<b>\$2,814,609</b>	<b>\$2,621,232</b>	<b>\$2,647,984</b>	<b>\$2,647,984</b>	<b>\$2,775,131</b>	4.80%	
313									

Cape Cod Regional Technical High School									
FY22 Budget - Proposed									
	Description	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Proposed	FY21 Budget	FY22 Proposed	%	Expected Grant Funds
314	Postage Meter	\$2,983.56	\$2,984	\$2,984	\$3,000	\$2,998	\$2,998		
315	<b>Total Fixed Lease Charges</b>	<b>\$2,983.56</b>	<b>\$2,984</b>	<b>\$2,984</b>	<b>\$3,000</b>	<b>\$2,998</b>	<b>\$2,998</b>	-0.07%	
316									
317	Building Improvement	\$107,610.10	\$66,355	\$56,590	\$125,000	\$110,000	\$150,000		
318	New Equipment	\$107,605.12	\$93,221	\$71,735	\$80,000	\$70,000	\$80,000		
319	Technology Equip/Software	\$96,594.62	\$99,857	\$105,427	\$95,000	\$95,000	\$95,000		
320	Replacement Equipment	\$72,090.42	\$141,090	\$139,223	\$90,000	\$80,000	\$90,000		
321	<b>Total Fixed Assets</b>	<b>\$383,900.26</b>	<b>\$400,523</b>	<b>\$372,975</b>	<b>\$390,000</b>	<b>\$355,000</b>	<b>\$415,000</b>	6.41%	
322	<b>Capital Improvement Stabilization Fund</b>	<b>\$70,000.00</b>	<b>\$ 30,000.00</b>						
323	<b>Total Operating and Capital Budget</b>	<b>\$14,728,664.46</b>	<b>\$14,936,796</b>	<b>\$14,526,346</b>	<b>\$15,504,000</b>	<b>\$15,289,584</b>	<b>\$15,812,000</b>	1.99%	<b>\$225,000</b>
							<b>\$308,000</b>		

## Cape Cod Regional Technical High School

Enrollment as of 10.1.20

<u>MEMBER MUNICIPALITY</u>	<u>ENROLLMENT AS OF 10/1/17</u>	<u>DEBT PRORATION</u>	<u>ENROLLMENT AS OF 10/1/18</u>	<u>DEBT PRORATION</u>	<u>ENROLLMENT AS OF 10/1/19</u>	<u>DEBT PRORATION</u>	<u>ENROLLMENT AS OF 10/1/20</u>	<u>DEBT PRORATION</u>	<u>Change from previous FY</u>
Town of Barnstable	179	30.44%	176	30.88%	194	31.49%	169	27.00%	-25
Town of Brewster	41	6.97%	36	6.32%	29	4.71%	41	6.55%	12
Town of Chatham	7	1.19%	8	1.40%	10	1.62%	15	2.40%	5
Town of Dennis	61	10.37%	68	11.93%	73	11.85%	73	11.66%	0
Town of Eastam	22	3.74%	22	3.86%	22	3.57%	23	3.67%	1
Town of Harwich	77	13.10%	67	11.75%	58	9.42%	51	8.15%	-7
Town of Mashpee	50	8.50%	45	7.89%	48	7.79%	44	7.03%	-4
Town of Orleans	11	1.87%	9	1.58%	12	1.95%	13	2.08%	1
Town of Provincetown	7	1.19%	11	1.93%	14	2.27%	11	1.76%	-3
Town of Truro	6	1.02%	6	1.05%	6	0.97%	11	1.76%	5
Town of Wellfleet	13	2.21%	12	2.11%	13	2.11%	16	2.56%	3
Town of Yarmouth	114	19.39%	110	19.30%	137	22.24%	159	25.40%	22
	<b>588</b>		<b>570</b>		<b>616</b>		<b>626</b>		<b>10</b>

## Cape Cod Regional Technical High School

MEMBER MUNICIPALITY ENROLLMENT AS OF 10/1/20:		Est. Debt Service Proration
Town of Barnstable	169	27.00 %
Town of Brewster	41	6.55
Town of Chatham	15	2.40
Town of Dennis	73	11.66
Town of Eastham	23	3.67
Town of Harwich	51	8.15
Town of Mashpee	44	7.03
Town of Orleans	13	2.08
Town of Provincetown	11	1.76
Town of Truro	11	1.76
Town of Wellfleet	16	2.56
Town of Yarmouth	159	25.40
<b>TOTAL ENROLLMENT:</b>	<b>626</b>	<b>100.00 %</b>

<b>Total Project Costs:</b>	<b>\$ 127,062,881</b>
<b>Maximum MSBA Reimbursement:</b>	<b>\$ 46,292,274</b>
<b>District's Local Share of Project Costs:</b>	<b>\$ 80,770,607</b>
<b>Projected Bonds dated:</b>	<b>11/15/18</b>
<b>Actual Interest Rate on \$7M BAN dated Feb. 2:</b>	<b>2.25%</b>
<b>Actual TIC on \$75M Bonds dated Nov. 2018:</b>	<b>3.32%</b>
<b>Bonds payable November 15th</b>	

Fiscal 2021 Valuations		
Barnstable	12,142,163,780	(split tax rate) - FY20 AV
Brewster	4,254,853,730	
Chatham	7,479,607,480	
Dennis	7,769,863,870	
Eastham	3,090,059,650	
Harwich	5,973,169,000	(FY20)
Mashpee	5,818,755,370	
Orleans	4,271,316,040	
Provincetown	2,851,362,621	(split tax rate)
Truro	2,160,921,930	(split tax rate)
Wellfleet	2,293,784,642	(split tax rate)
Yarmouth	6,913,042,475	

*Member Municipality Proration of Debt Service and Est. Residential Tax Rate Impact per \$1,000 of Assessed Value*

Fiscal Year	Equals Net Total Debt Service	Barnstable		Brewster		Chatham		Dennis		Eastham		Harwich		Mashpee		Orleans		Provincetown		Truro		Wellfleet		Yarmouth	
		Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000	Debt Service Proration	Est. Tax Rate Impact per \$1,000
2019	115,063	35,028	0.00	8,023	0.00	1,370	0.00	11,937	0.00	4,305	0.00	15,068	0.00	9,784	0.00	2,153	0.00	1,370	0.000	1,174	0.001	2,544	0.00	22,308	0.00
2020	7,617,300	2,352,008	0.18	481,093	0.12	106,909	0.01	908,731	0.13	294,001	0.10	895,367	0.16	601,366	0.11	120,273	0.03	147,001	0.045	80,182	0.036	160,364	0.07	1,470,005	0.23
2021	6,260,700	1,971,714	0.15	294,741	0.07	101,635	0.01	741,934	0.10	223,596	0.07	589,481	0.10	487,847	0.09	121,962	0.03	142,289	0.043	60,981	0.027	132,125	0.06	1,392,396	0.22
2022	6,255,575	1,688,805	0.12	409,710	0.10	149,894	0.02	729,484	0.09	229,837	0.07	509,639	0.09	439,689	0.08	129,908	0.03	109,922	0.032	109,922	0.048	159,887	0.07	1,588,876	0.23
2023	6,081,325	1,641,763	0.12	398,298	0.09	145,719	0.02	709,164	0.09	223,435	0.07	495,443	0.08	427,441	0.07	126,289	0.03	106,860	0.031	106,860	0.047	155,433	0.07	1,544,618	0.22
2024	5,907,075	1,594,722	0.12	386,885	0.09	141,543	0.02	688,844	0.09	217,033	0.07	481,247	0.08	415,194	0.07	122,671	0.03	103,798	0.031	103,798	0.045	150,980	0.07	1,500,359	0.22
2025	5,732,825	1,547,680	0.11	375,473	0.09	137,368	0.02	668,524	0.09	210,631	0.07	467,051	0.08	402,946	0.07	119,052	0.03	100,737	0.030	100,737	0.044	146,526	0.06	1,456,101	0.21
2026	5,558,575	1,500,638	0.11	364,060	0.09	133,193	0.02	648,204	0.08	204,229	0.07	452,855	0.08	390,699	0.07	115,434	0.03	97,675	0.029	97,675	0.043	142,072	0.06	1,411,843	0.20
2027	5,384,325	1,453,596	0.11	352,647	0.08	129,017	0.02	627,885	0.08	197,827	0.06	438,659	0.07	378,451	0.07	111,815	0.03	94,613	0.028	94,613	0.041	137,619	0.06	1,367,584	0.20
2028	5,210,075	1,406,554	0.10	341,235	0.08	124,842	0.02	607,565	0.08	191,424	0.06	424,463	0.07	366,203	0.06	108,196	0.03	91,551	0.027	91,551	0.040	133,165	0.06	1,323,326	0.19
2029	5,035,825	1,359,512	0.10	329,822	0.08	120,667	0.02	587,245	0.08	185,022	0.06	410,267	0.07	353,956	0.06	104,578	0.02	88,489	0.026	88,489	0.039	128,711	0.06	1,279,067	0.19
2030	4,861,575	1,312,470	0.10	318,410	0.07	116,491	0.02	566,925	0.07	178,620	0.06	396,071	0.07	341,708	0.06	100,959	0.02	85,427	0.025	85,427	0.037	124,258	0.05	1,234,809	0.18
2031	4,687,325	1,265,428	0.09	306,997	0.07	112,316	0.02	546,605	0.07	172,218	0.06	381,875	0.06	329,461	0.06	97,341	0.02	82,365	0.024	82,365	0.036	119,804	0.05	1,190,551	0.17
2032	4,530,500	1,223,090	0.09	296,726	0.07	108,558	0.01	528,317	0.07	166,456	0.05	369,098	0.06	318,438	0.05	94,084	0.02	79,609	0.023	79,609	0.035	115,796	0.05	1,150,718	0.17
2033	4,391,100	1,185,457	0.09	287,596	0.07	105,218	0.01	512,061	0.07	161,334	0.05	357,741	0.06	308,640	0.05	91,189	0.02	77,160	0.023	77,160	0.034	112,233	0.05	1,115,311	0.16
2034	4,251,700	1,147,823	0.08	278,466	0.07	101,878	0.01	495,805	0.06	156,213	0.05	346,385	0.06	298,842	0.05	88,294	0.02	74,710	0.022	74,710	0.033	108,670	0.05	1,079,905	0.16
2035	4,112,300	1,110,190	0.08	269,336	0.06	98,538	0.01	479,549	0.06	151,091	0.05	335,028	0.06	289,043	0.05	85,399	0.02	72,261	0.021	72,261	0.032	105,107	0.05	1,044,498	0.15
2036	3,972,900	1,072,556	0.08	260,206	0.06	95,197	0.01	463,293	0.06	145,969	0.05	323,671	0.05	279,245	0.05	82,504	0.02	69,811	0.021	69,811	0.030	101,544	0.04	1,009,091	0.15
2037	3,833,500	1,034,923	0.08	251,076	0.06	91,857	0.01	447,038	0.06	140,847	0.05	312,314	0.05	269,447	0.05	79,609	0.02	67,362	0.020	67,362	0.029	97,981	0.04	973,685	0.14
2038	3,694,100	997,289	0.07	241,946	0.06	88,517	0.01	430,782	0.06	135,726	0.04	300,957	0.05	259,649	0.04	76,715	0.02	64,912	0.019	64,912	0.028	94,418	0.04	938,278	0.14
2039	3,554,700	959,655	0.07	232,816	0.05	85,177	0.01	414,526	0.05	130,604	0.04	289,600	0.05	249,851	0.04	73,820	0.02	62,463	0.018	62,463	0.027	90,855	0.04	902,871	0.13
Total	101,048,363	27,860,900		6,485,562		2,295,903		11,814,418		3,720,420		8,592,281		7,217,900		2,052,245		1,820,385		1,672,063		2,520,089		24,996,199	

**Assumptions:**

- † FY19 estimated share of costs based on 10/1/17 enrollment figures
- † FY20 estimated share of costs based on 10/1/18 enrollment figures
- † FY21 estimated share of costs based on 10/1/19 enrollment figures
- † FY22 estimated share of costs based on 10/1/20 enrollment figures
- † Barnstable, Provincetown, Truro and Wellfleet have split tax rates; Assessed valuation shown reflects residential valuation net of exempt debt.
- † Bonds structured on an equal/declining debt service basis for a maximum term of 20 years.
- † Bonds reflect only estimated local share of project costs.

Est. Home Value Impact			
\$300,000 / \$1,000	=\$300	* 0.13 =	\$ 39.00

**Estimated Total Project Cost \$127,062,881  
Est. MSBA Reimbursement**

**EST. LEVEL DEBT SERVICE SCHEDULE**

<u>Year</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Total P+I</u>	
6/30/2019	7,000,000	2.25%	115,063	115,063	**BAN Interest Only
6/30/2020	2,935,000	5.00%	4,682,300	7,617,300	
6/30/2021	3,320,000	5.00%	2,940,700	6,260,700	
6/30/2022	3,485,000	5.00%	2,770,575	6,255,575	
6/30/2023	3,485,000	5.00%	2,596,325	6,081,325	
6/30/2024	3,485,000	5.00%	2,422,075	5,907,075	
6/30/2025	3,485,000	5.00%	2,247,825	5,732,825	
6/30/2026	3,485,000	5.00%	2,073,575	5,558,575	
6/30/2027	3,485,000	5.00%	1,899,325	5,384,325	
6/30/2028	3,485,000	5.00%	1,725,075	5,210,075	
6/30/2029	3,485,000	5.00%	1,550,825	5,035,825	
6/30/2030	3,485,000	5.00%	1,376,575	4,861,575	
6/30/2031	3,485,000	5.00%	1,202,325	4,687,325	
6/30/2032	3,485,000	4.00%	1,045,500	4,530,500	
6/30/2033	3,485,000	4.00%	906,100	4,391,100	
6/30/2034	3,485,000	4.00%	766,700	4,251,700	
6/30/2035	3,485,000	4.00%	627,300	4,112,300	
6/30/2036	3,485,000	4.00%	487,900	3,972,900	
6/30/2037	3,485,000	4.00%	348,500	3,833,500	
6/30/2038	3,485,000	4.00%	209,100	3,694,100	
6/30/2039	3,485,000	4.00%	69,700	3,554,700	
<b>Total</b>	<b>68,985,000</b>		<b>32,063,363</b>	<b>101,048,363</b>	

\*\*Only BAN interest reflected in total debt service; BANs dated 2/18 due 11/18.

# TOWN OF EASTHAM, MASSACHUSETTS

Fiscal Year 2022 Operating Budget

## SECTION 5: OTHER BUDGET ITEMS

- Memo on Reserve Funding

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**INTEROFFICE MEMORANDUM**

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**TO:** JACQUELINE BEEBE, TOWN ADMINISTRATOR

**FROM:** RICH BIENVENUE, ASST. TOWN ADMN/FINANCE DIR.

**SUBJECT:** JULY 1, 2020 FREE CASH & RESERVES

**DATE:** DECEMBER 15, 2020

**CC:** TEENA TILTON, TOWN ACCOUNTANT  
SUSAN LAAK, TOWN TREASURER/COLLECTOR

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The Finance Department has completed the financial reporting required for FY 2020 for the certification of Free Cash. The Department of Revenue has acknowledged receipt of these materials and Free Cash certification is pending final approval of the Director of Accounts which will be completed after January 1 due to DOR staffing challenges and approval of tax rates for the Commonwealths cities and towns. Despite this DOR delay, we have reviewed our anticipated Free Cash with DOR staff and can report we expect a very healthy certification in excess of \$2.8 million.

The Finance Department has prepared a presentation (FY 2020 Year-End Financial Review) which explains several of the factors contributing to this amount as well as putting this amount into context with our overall financial position and budget. Primarily, the sizable Free Cash amount is due to unused Free Cash from the prior year (reduction in capital spending due to COVID), additional, unbudgeted revenue from the new short-term rental tax, and other favorable budgetary results.

Based upon this level of certification, I recommend the following allocation of Free Cash as part of the FY 2022 budget process:

\$1,000,000 for Capital Budget funding - this level of funding allows the Town to address some unmet needs, as well as fund/catch-up from capital projects and spending that was deferred in FY 2021. See capital budget book for project allocation.

\$1,050,000 for Reserve Funding - \$200,000 to the Town's OPEB Trust to maintain ongoing funding for that obligation; \$780,000 to the Town's Stabilization Fund, to bring our reserve levels to approximately 15% of our budget, which is a bond rating agency benchmark, and within striking distance of the GFOA recommended target of 16.67%; and an additional \$70,000 to fund the newly proposed "Injured on Duty" Fund designed to help manage costs associated with public safety injuries and to provide, level consistent operating budgets that do not have spikes in costs due to individually significant injury events.

\$750,000 held in reserve - to provide budgetary flexibility and reserves as we continue to manage economic implications of the COVID-19 pandemic.

During FY 2020, the Town received approximately \$350,000 of hotel/motel and short-term rental receipts in excess of our budgeted amount. All of this amount is not likely attributed to the new short-term rental tax, however, the Commonwealth cannot provide us with a break-down. The funding of the OPEB and Stabilization Funds as recommended above, more than allocates all of the \$350,000 excess receipts and fulfills the Select Board and Finance Committees stated position of utilizing the new short-term rental revenues to improve the Town's reserve fund balances for fiscal year 2020.

# TOWN OF EASTHAM, MASSACHUSETTS

Fiscal Year 2022 Operating Budget

## SECTION 6: APPENDICES & OTHER RELEVANT INFORMATION

- Departmental Budget Instructions
- Town-Wide Salary Projection
- 6/30/2020 Year-End Results Presentation
- 7/1/2020 Free Cash Certification

# TOWN OF EASTHAM, MASSACHUSETTS

## FY 2022 DEPARTMENT BUDGET INSTRUCTIONS – Operating Budget

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With the conclusion of our Annual Town Meeting for FY 2021, it is now time to turn our attention to the budget process for FY 2022. FY 2022 budget message and guidelines, as well as the FY 2022 budget calendar have been issued – please review these documents in advance of preparing your budget requests.

To assist you through this year’s budget process, preliminary budget review meetings have been scheduled with Department Heads and the Finance Director through the first week of October to review department budget workbooks and salary projections with you, and also provide an opportunity to highlight any overarching budget concerns.

Below, please find specific instructions as to how to prepare the initial drafts of your department’s operating budget requests. Procedures concerning the capital budget are issued in a separate document. The operating budget procedure consists of completing Salary Projections and Operating Budget Expenditures, by department cost-center. The instructions for these are as follows:

### Salary Projections

Each department has been provided a Wage & Salary Projection spreadsheet for review. This spreadsheet lists each of the positions currently in each department and the employee currently in each of those positions. The spreadsheet also reports position/employee data (DOH, anniversary, bargaining unit, hours, etc.) as well as payroll related information (grade, step, incentives, and resulting salary, etc.) for the current fiscal year, and the projected data for the upcoming fiscal year.

- Please review the employee data to verify it is correct and complete.
- Emphasis should be placed on the FY 22 data. FY 21 data will likely not represent what was presented in your FY 21 budget due to unsettled collective bargaining agreements at the time of last year’s budget preparation.
- Employee step, grade, and other compensation (education, stipends, etc.) for FY 22 should be verified and corrected as needed. These amounts should reflect the anticipated grade, step, and compensation the employee is expected to achieve during FY 2022.
- If a position is vacant, maintain the position in your budget and list the employee as “vacant.” Provide for a salary amount at the anticipated grade/step of the future replacement
- Salary tables for collective bargaining unit and personnel code employees can be found here (Budget SharePoint site):  
<https://easthamma.sharepoint.com/sites/budgetsite/Shared%20File/Forms/AllItems.aspx?viewid=02d3536f%2Da7a7%2D4055%2D808d%2D8b69fbc68b9f&id=%2Fsites%2Fbudgetsite%2FShared%20File%2FSalary%20Tables>
- Each department should be aware of and consider other financial/salary implications of collective bargaining agreements for all employees in their department (longevity, education and other incentives, holiday pay, etc.). Ensure that this additional compensation is reflected in your departments wage & salary projection.
- Consider any potential/known retirements and provide an estimated amount due for sick-leave, or vacation buy-out upon retirement.
- Mark up and make changes or additions to the FY 22 salary projection information on the spreadsheet.
- Scan and return a copy of the spreadsheet via email to Karen Erdos and Rich Bienvenue [hr@eastham-ma.gov](mailto:hr@eastham-ma.gov) and [rbienvenue@eastham-ma.gov](mailto:rbienvenue@eastham-ma.gov)
- Additions, corrections, or acknowledgment that your departments Wage & Salary projections are correct should be **completed by October 15, 2020.**

# TOWN OF EASTHAM, MASSACHUSETTS

## FY 2022 DEPARTMENT BUDGET INSTRUCTIONS – Operating Budget

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### Operating Budget Expenditures

Each department has been provided with an Excel budget workbook with salary and expense detail pages. This format is different than in previous years. Cost centers/departments used in prior years in many cases have been consolidated, as well as some of the accounts. However, the new format should improve and simplify the presentation and provide a more complete representation of the activities/services provided by your department.

After a cover page, each workbook contains an *Appropriation Summary Page*, and an *Account Summary Page* – **do not modify these pages**. The summaries are linked to the detail pages located after the divider page. Departments enter their data to the detail pages and the Finance Department will proof all detail pages to ensure information entered is properly reported on the summary pages.

- The *Appropriation Summary Page* represents how the budget will be presented in the operating budget article for the Town Meeting warrant.
- The *Account Summary Page* represents how departments are budgeting their operation on a functional basis – we are attempting to have achieve consistency between how departments classify costs so that this summary will provide a more useful comparison in the future.

In most cases, *Salary Detail Pages* have been consolidated into one page so that all employees for the broader department are reported as opposed to individually smaller departments. **Do not modify the Salary Detail Pages**. The Finance Department will ensure all the data provided for the Wage & Salary Projection is properly entered in your salary budgets.

*Expense Detail Pages* have been provided for each department by cost center. In the green shaded areas, enter description of the budget need and the anticipated amounts needed.

- Entries below an account number are subtotaled on the row containing the account number. Feel free to add rows as needed to add additional information.
- The amounts entered and subtotaled within the green shaded cells are also added up and totaled in the row with the Bold and all cap Accounts above the shaded rows.
- As you enter data and add rows, it may be necessary to edit/correct some of these formulas – the Finance Department will validate and review all of these formulas to ensure all of your budget amounts are properly reflected on the budget detail pages, and on the summary pages.
- Do not delete any of the non-shaded rows, or columns.

Operating budget requests should only include those items needed on an annual basis for the operation of the department for the fiscal year. Do not include one-time or periodic capital items (items that are non-expendable or have a useful life of more than one year) as operating budget requests. These types of items should be included as part of the capital budget process and will be included in the capital plan.

Please return a first draft of your departments budget workbook and requests **by October 29, 2020**.

FY 22 TOWN-WIDE WAGE & SALARY PROJECTION

Department/Employee Name	Position	Date of Hire	Anniversary Date
<b>ADMINISTRATION</b>			
JACQUELINE BEEBE	TOWN ADMINISTRATOR	12/1/2014	1-Jul
SHANA BROGAN	PROJECTS & PROCUREMENT DIRECTOR	1/18/2011	1-Jul
LAURA GILLESPIE-LEE	EXECUTIVE ASSISTANT	5/21/2011	1-Jul
SALARY ADJUSTMENTS	ALL DEPARTMENTS		
TEMP HELP	ALL DEPARTMENTS		
<b>ADMINISTRATION TOTAL</b>			
<b>ACCOUNTING</b>			
TEENA TILTON	TOWN ACCOUNTANT	12/1/2014	1-Jul
CASSIDY WEEKS	ASST. TOWN ACCOUNTANT	9/20/2016	1-Jul
<b>ACCOUNTING TOTAL</b>			
<b>ASSESSING</b>			
BELINDA EYESTONE	PRINCIPAL ASSESSOR	12/15/2014	1-Jul
JOHN ROBERTSON	ASST. ASSESSOR/FIELD APPRAISER	5/11/2015	1-Jul
VACANT	ADMINISTRATIVE ASSISTANT		
<b>ASSESSING TOTAL</b>			
<b>TEASURER/TAX COLLECTOR</b>			
SUSAN LAAK	TREASURER/COLLECTOR	3/26/2018	1-Jul
SANDRA JOHNSON	ASST TREAS/COLLECTOR	7/11/2005	1-Jul
BRIAN LaVALLEY	PAYROLL/BENEFITS COORD	6/5/2017	1-Jul
ASYA NOVAKOVA	FINANCE TECHNICIAN		
<b>TREASURER/COLLECTOR TOTAL</b>			
<b>FINANCE</b>			
RICHARD BIENVENUE	FINANCE DIRECTOR	6/1/2020	
KAREN ERDOS	ADMINISTRATIVE ASSISTANT	11/19/2018	
<b>FINANCE TOTAL</b>			
<b>IT DEPARTMENT</b>			
JEFFREY CATON	NETWORK & TECHNICAL SERVICES DIRECTOR	7/10/2017	
MICHAEL CALIRI	VIDEOGRAPHER	8/13/2012	
JACOB RIKER	IT SPECIALIST	12/2/2019	
WAYNE BURNS	ASST VIDEOGRAPHER		
VARIOUS PERSONS	IT INTERN		
<b>IT TOTAL</b>			
<b>TOWN CLERK</b>			
CYNTHIA NICHOLSON	TOWN CLERK		
LINDA SASSI	ASSISTANT TOWN CLERK	1/11/2018	
ELIZABETH CARLSON JONES	ADMINISTRATIVE AIDE		
TEMP	Asst. Registrars, Clerks Election Warden Supervisory Assistance - Clerk Stipend MGL 41/S19G ELECTION HELP		

2080

FISCAL YEAR 2022																
Unit	PC Grade/ (Union Grade)	Step	LG ST	Bi-W Hours	FTE	Hourly Rate	Bi-Weekly Pay	Annual Salary	Educ. Incentive %	Salary w/ Educ. Incentive	Addl. Educ. Incentive	Longevity	Other Pays	Notes	Total Salary	
CONTRACT	10	N/A		70.00	1.00	83.16	6,730.77	175,000.02					(0.02)	Expected new rate	175,000.00	
PC	8	5	10	70.00	0.88	48.35	3,384.37	87,993.72				650.00	0.28	COLA ONLY	88,644.00	
PC	5	9	11	80.00	1.00	37.03	2,962.28	77,019.28				700.00	0.72	COLA ONLY	77,720.00	
								50,000.00							50,000.00	
								10,000.00							10,000.00	
				<b>220.00</b>	<b>2.88</b>		<b>13,077.42</b>	<b>400,013.02</b>				<b>1,350.00</b>	<b>0.98</b>		<b>401,364.00</b>	
PC	8	N/A		80.00	1.00	44.22	3,537.60	91,977.60					0.40	CONTRACT EXP 7/1/21; FY22 AT OLD RATE; USE SAL ADJ	91,978.00	
PC	4	2		80.00	1.00	29.67	2,373.94	61,722.54					0.46	COLA ONLY	61,723.00	
				<b>160.00</b>	<b>2.00</b>		<b>5,911.54</b>	<b>153,700.14</b>					<b>0.86</b>		<b>153,701.00</b>	
EEA	8 (8)	11		80.00	1.00	54.17	4,333.60	112,673.60					0.40		112,674.00	
EEA	4 (5)	2		70.00	0.88	29.10	2,037.00	52,962.00							52,962.00	
EEA	3 (4)	2		38.00	0.48	27.79	1,056.02	27,456.52					0.48		27,457.00	
				<b>188.00</b>	<b>2.35</b>		<b>7,426.62</b>	<b>193,092.12</b>					<b>0.88</b>		<b>193,093.00</b>	
PC	9	4		75.00	0.94	54.25	4,068.76	105,787.70					1,000.30	COLA ONLY	106,788.00	
EEA	6 (70)	9	17	70.00	0.88	38.13	2,669.10	69,396.60				1,200.00	0.40		70,597.00	
PC	4	4		70.00	0.88	31.18	2,182.47	56,744.14					0.86	COLA ONLY	56,745.00	
PC	3	2		38.00	0.48	28.34	1,076.74	27,995.28					0.72		27,996.00	
				<b>253.00</b>	<b>3.16</b>		<b>9,997.07</b>	<b>259,923.71</b>				<b>1,200.00</b>	<b>1,002.28</b>		<b>262,125.99</b>	
PC	13	OMP		70.00	1.00	73.45	5,141.50	133,679.00						OLD RATE; USE SAL ADJ	133,679.00	
PC	3	6		70.00	0.88	31.28	2,189.68	56,931.60					0.40	COLA ONLY	56,932.00	
				<b>140.00</b>	<b>1.88</b>		<b>7,331.18</b>	<b>190,610.60</b>					<b>0.40</b>		<b>190,611.00</b>	
PC				38.00	0.48	46.35	1,761.30	45,793.80					0.20	COLA ONLY	45,794.00	
EEA	6 (6)	7	10	70.00	0.88	34.56	2,419.20	62,899.20				650.00	0.80		63,550.00	
PC	2	2		70.00	0.88	25.76	1,803.22	46,883.75					0.25		46,884.00	
SPECIAL				16.00	0.35	25.75	412.00	10,712.00					0.50		10,712.50	
SPECIAL				30.00	0.38	15.00	450.00	11,700.00							11,700.00	
				<b>224.00</b>	<b>2.95</b>		<b>6,845.72</b>	<b>177,988.75</b>				<b>650.00</b>	<b>1.75</b>		<b>178,640.50</b>	
EEA	4 (5)	3		70.00	1.00	43.96	3,076.92	80,000.00						COLA ONLY	80,000.00	
EEA	4 (5)	3		70.00	0.88	29.83	2,088.10	54,290.60					0.40		54,291.00	
EEA	2 (3)	3		38.00	0.48	25.89	983.82	25,579.32					0.68		25,580.00	
								10,277.00							10,277.00	
															-	
															-	
															-	

FY 22 TOWN-WIDE WAGE & SALARY PROJECTION

Department/Employee Name	Position	Date of Hire	Anniversary Date
<b>TOWN CLERK TOTAL</b>			
<b>COMMUNITY DEVELOPMENT</b>			
PAUL LAGG	COMMUNITY DEV DIRECTOR	3/23/2015	
LAUREN BARKER	PLANNER/ECONOMIC DEVELOPMENT SPECIA	11/16/2020	
VACANT	(NEW) AFFORDABLE HSG		
VACANT	CONSERVATION AGENT/ENV PLANNER		
DEBORAH COHEN	ADMINISTRATIVE ASSISTANT	8/4/2014	
AMY BLAKESLEY	ADMINISTRATIVE ASSISTANT	7/9/2018	
<b>COMMUNITY DEVELOPMENT TOTAL</b>			
<b>BUILDING INSPECTIONS SVC</b>			
JUSTIN POST	INSPECTOR OF BUILDINGS	9/15/2021	9/15/2021
WALLACE ADAMS	WIRING INSPECTOR	8/1/1996	
SCOTT VAN RYSWOOD	GAS/PLUMBING INSPECTOR	7/1/1996	
DEBORAH COHEN	ADMINISTRATIVE ASSISTANT	8/4/2014	
TEMP	Alternative Inspectors (Electrical, Plumbing, Gas) Emergency Call Outs; Plumbing, Gas, Bldg, Elec (\$100 Each) Inspectional Assistance (\$50/HR)		
<b>BUILDING INSPECTIONS TOTAL</b>			
<b>POLICE</b>			
ADAM BOHANNON	CHIEF OF POLICE	6/5/1997	1-Jul
DANIEL DESCHAMPS	DEPUTY POLICE CHIEF		19-Mar
ROBERT SCHNITZER	LIEUTENANT	4/23/2001	1-Jul
JOSHUA ADAMS	SERGEANT 1	5/31/2008	31-May
REID BOOTH	SERGEANT 2	5/24/2010	18-Jun
RYAN DAIGLE	SERGEANT 3	11/7/2011	19-Mar
MARK HALEY	SERGEANT 4	9/7/1987	1-Jul
DANIEL BURNHAM	POLICE OFFICER 1	3/14/2016	23-Sep
BRENDAN CRONIN	POLICE OFFICER 2	8/27/2019	22-Feb
CARRIE DEANGELO	POLICE OFFICER 3	10/31/2016	1-Jul
JACOB McGRATH	POLICE OFFICER 4	5/7/2019	22-Feb
RYAN MELIA	POLICE OFFICER 5	7/2/2018	1-Jul
ANDI MURPHY (WILLIAMS)	POLICE OFFICER 6	6/3/2016	14-Apr
RICHARD PELLEGRINO	POLICE OFFICER 7	3/5/2018	5-Mar
MARC PETERSEN	POLICE OFFICER 8	7/1/2019	22-Nov
GREGORY PLANTE	POLICE OFFICER 9	2/28/2013	1-Jul
VICTORIA WAGNER	POLICE OFFICER 10		8-Jun
JOAN BAKER	ADMINISTRATIVE ASSISTANT	11/15/2002	1-Jul
Timing			
TEMP	Polls, Parades, Town Mtgs, Summer Post Office		
OVERTIME			
HOLIDAY			
<b>POLICE TOTAL</b>			
<b>FIRE DEPT</b>			

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FISCAL YEAR 2022																
Unit	PC Grade/ (Union Grade)	Step	LG ST	Bi-W Hours	FTE	Hourly Rate	Bi-Weekly Pay	Annual Salary	Educ. Incentive %	Salary w/ Educ. Incentive	Addl. Educ. Incentive	Longevity	Other Pays	Notes	Total Salary	
				<b>178.00</b>	<b>2.35</b>		<b>6,148.84</b>	<b>170,146.92</b>		-	-	-	<b>1.08</b>		<b>170,148.00</b>	
PC	9	2		80.00	1.00	51.63	4,130.10	107,382.50					0.50		107,383.00	
EEA	8 (8)	8		70.00	0.88	49.81	3,486.70	90,654.20					2.80		90,657.00	
	6 (70)	7		-	-	36.29	-	-					36,000.00		36,000.00	
EEA	7 (7M)	2		50.00	0.63	38.28	1,914.00	49,764.00					0.40		49,764.40	
EEA	3 (4)	5		20.00	0.25	29.93	598.60	15,563.60					0.40		15,564.00	
EEA	3 (4)	4		70.00	0.88	29.21	2,044.70	53,162.20					0.80		53,163.00	
				<b>290.00</b>	<b>3.63</b>	<b>235.15</b>	<b>12,174.10</b>	<b>316,526.50</b>		-	-	-	<b>36,004.90</b>		<b>352,531.40</b>	
EEA	7 (8)	6		70.00	0.88	48.60	3,402.00	88,452.00							88,452.00	
PC					0.50			47,005.59					0.41		47,006.00	
PC					0.50			47,005.59					0.41		47,006.00	
EEA	3 (4)	5		50.00	0.63	29.93	1,496.50	38,909.00							38,909.00	
								8,500.00							8,500.00	
								9,000.00							9,000.00	
								7,500.00							7,500.00	
				<b>120.00</b>	<b>2.50</b>		<b>4,898.50</b>	<b>246,372.18</b>		-	-	-	<b>0.82</b>		<b>246,373.00</b>	
PC	10	OM	21	80.00	1.00	67.31	5,384.80	140,004.80				1,600.00	0.20	OLD RATE; USE SAL ADJ	141,605.00	
PC	9	OM	21	80.00	1.00	59.42	4,753.84	123,599.84				1,600.00	0.16	OLD RATE; USE SAL ADJ	125,200.00	
PC	8	OM	21	80.00	1.00	52.88	4,230.77	109,999.97				1,600.00	0.03	OLD RATE; USE SAL ADJ	111,600.00	
POLICE	SGT	B5	15	80.00	1.00	43.39	3,471.12	90,249.00				975.00			91,224.00	
POLICE	SGT	D5	12	80.00	1.00	49.31	3,944.46	102,556.00				750.00			103,306.00	
POLICE	SGT	C3	11	80.00	1.00	45.95	3,676.31	95,584.00				700.00			96,284.00	
POLICE	SGT	B5	35	80.00	1.00	43.39	3,471.12	90,249.00				3,750.00			93,999.00	
POLICE	PO	B6		80.00	1.00	34.37	2,749.42	71,485.00					1,500.00	School Officer Pay added to base	71,485.00	
POLICE	PO	C4		80.00	1.00	33.99	2,718.92	70,692.00							70,692.00	
POLICE	PO	B9		80.00	1.00	37.01	2,960.92	76,984.00				550.00			77,534.00	
POLICE	PO	C4		80.00	1.00	33.99	2,718.92	70,692.00							70,692.00	
POLICE	PO	B7		80.00	1.00	37.01	2,960.92	76,984.00							76,984.00	
POLICE	PO/DET	D6		80.00	1.00	38.96	3,116.50	81,029.00					1,500.00	Detective Pay added to base	81,029.00	
POLICE	PO	D8		80.00	1.00	42.06	3,364.65	87,481.00							87,481.00	
POLICE	PO	C3		80.00	1.00	33.99	2,718.92	70,692.00							70,692.00	
POLICE	PO	C9		80.00	1.00	40.38	3,230.08	83,982.00				550.00			84,532.00	
	PO	C4		80.00	1.00	33.99	2,718.92	70,692.00							70,692.00	
EEA	3 (4)	7		38.00	0.48	31.45	1,195.10	31,072.60					0.40		31,073.00	
															(1,100.00)	
															15,500.00	
															258,560.00	
															42,771.00	
				<b>1,398.00</b>	<b>17.48</b>		<b>59,385.70</b>	<b>1,544,028.21</b>		-	-	<b>12,075.00</b>	<b>3,000.79</b>		<b>1,871,835.00</b>	

FY 22 TOWN-WIDE WAGE & SALARY PROJECTION

2080

Department/Employee Name	Position	Date of Hire	Anniversary Date
KENT FARENKOPF	FIRE CHIEF	11/18/2015	18-Nov
DANIEL KEANE	DEPUTY FIRE CHIEF	9/5/2017	5-Sep
LISA ALBINO	CAPTAIN	6/4/1987	
CHARLES FRAZIER	CAPTAIN	7/1/1988	
KYLE MORSE	CAPTAIN	1/29/2001	
WILLIAM PILTZECKER	CAPTAIN	7/1/1992	27-May
BEN BARTOLINI	FIREFIGHTER	6/15/2020	
SAMUEL BLAKESEE	FIREFIGHTER	8/11/2014	
RYAN CALLAHAN	FIREFIGHTER	2/1/2012	
JESSE CAPPELLO	FIREFIGHTER	1/16/2018	
DAVID CLARK	FIREFIGHTER	1/16/2018	
KURT FISHER	FIREFIGHTER	7/5/2006	
ERIC HILFERTY	FIREFIGHTER	7/5/2006	
GLENN KINAHAN	FIREFIGHTER	9/23/2019	
JAMES MCGRATH	FIREFIGHTER	7/7/2005	
CONNOR MCSHERA	FIREFIGHTER	7/23/2018	
LAYTIN REIS	FIREFIGHTER	1/16/2018	
MICHAEL SPRAGUE	FIREFIGHTER	1/6/2001	
RACHEL TOPAL	FIREFIGHTER	7/7/2005	
RYAN VAN BUSKIRK	FIREFIGHTER	7/7/2005	
DONALD WATSON	FIREFIGHTER	7/7/2005	
MAURICE WILEY	FIREFIGHTER	1/15/2009	
SHERRI PORTEUS	ADMINISTRATIVE ASSISTANT	1/16/2007	
OVERTIME			
LT. POSITIONS, EDUC. INCS. MINUS CAPT DIFF			
HOLIDAY			
<b>FIRE DEPT TOTAL</b>			
<b>DISPATCHING</b>			
JULIE AUSTIN	REITRE 12/2/20	9/1/1988	
MELANIE BEAULIEU	HEAD DISPATCHER/RECORDS CLERK	4/4/2002	
KERIANNE LEIDENFROST	DISPATCHER	4/6/2005	
ANN SCHAEFER	DISPATCHER	1/10/2013	1/10/2018
JACQUELINE SPRAGUE	DISPATCHER	9/24/2013	
NEW			
TEMPORARY WORKERS			
SHIFT DIFFERENTIAL			
OVERTIME			
HOLIDAY			
TRAINING			
*Records Clerk \$2/hr additional			
<b>DISPATCHING TOTAL</b>			
<b>DEPT PUBLIC WORKS</b>			
SILVIO GENAO	SUPERINTENDENT OF PUBLIC WORKS	4/28/2008	
MARTIN MICKLE	DEPUTY SUPT.-retirement	7/29/1976	
RONALD SIMONS	OPERATIONS MANAGER/GENERAL FOREMAN	7/28/2014	
BRIAN HOLMES	HEAVY MOTOR EQUIPMENT OPERATOR	7/10/2017	
JEFFREY PETERS	HEAVY MOTOR EQUIPMENT OPERATOR	7/26/1999	

FISCAL YEAR 2022																
Unit	PC Grade/ (Union Grade)	Step	LG ST	Bi-W Hours	FTE	Hourly Rate	Bi-Weekly Pay	Annual Salary	Educ. Incentive %	Salary w/ Educ. Incentive	Addl. Educ. Incentive	Longevity	Other Pays	Notes	Total Salary	
	10				-	71.54	5,723.01	148,798.25		148,798.25			0.75	CONTRACT EXPIRES 11/18/21; USE SAL ADJ	148,799.00	
PC	9				-	60.10	4,807.69	125,000.00		125,000.00				OLD RATE; WILL NEED TO USE SAL ADJ	125,000.00	
PC	P	35			-	54.98	4,198.69	109,166.00	10.00%	120,082.60	5,458.30	0.10	3,500.00	EMS OFF	129,041.00	
FIRE	E	34			-	52.07	3,976.12	103,379.00	10.00%	113,716.90			0.10		113,717.00	
FIRE	P	3	21		-	43.45	3,317.81	86,263.00	10.00%	94,889.30	4,313.15	1,600.00	0.55		100,803.00	
FIRE	E	30			-	48.29	3,687.73	95,881.00	10.00%	105,469.10			0.90		105,470.00	
FIRE	P	3			-	29.61	2,487.50	64,675.00		64,675.00					64,675.00	
FIRE	P	8	8		-	29.88	3,023.58	78,613.00		78,613.00		550.00			79,163.00	
FIRE	P	8	10		-	35.99	3,023.58	78,613.00	0.00%	78,613.00		650.00			79,263.00	
FIRE	P	5		84.00	1.05		2,742.50	71,305.00	10.00%	78,435.50	3,565.25		0.50		82,001.25	
FIRE	E	5			-	26.32	2,548.23	66,254.00		66,254.00					66,254.00	
FIRE	P	8	16		-	39.59	3,023.58	78,613.00	10.00%	86,474.30		1,050.00	0.70		87,525.00	
FIRE	P	8	16		-	35.99	3,023.58	78,613.00		78,613.00		1,050.00			79,663.00	
EEA	P	3		84.00	1.05	23.99	2,487.50	64,675.00		64,675.00					64,675.00	
FIRE	E	8	17		-	33.45	2,809.42	73,045.00		73,045.00		1,200.00			74,245.00	
FIRE	P	4		84.00	1.05		2,611.88	67,909.00	10.00%	74,699.90			0.10		74,700.00	
FIRE	E	5		84.00	1.05		2,548.23	66,254.00		66,254.00					66,254.00	
FIRE	E	3			-	27.52	2,311.35	60,095.00		60,095.00					60,095.00	
FIRE	P	8	17		-	39.59	3,023.58	78,613.00	10.00%	86,474.30		1,200.00	0.70		87,675.00	
FIRE	P	8	17		-	39.59	3,023.58	78,613.00	10.00%	86,474.30	3,930.65	1,200.00	250.05	DICO OFF	91,855.00	
FIRE	E	8	17		-	36.79	2,809.42	73,045.00	10.00%	80,349.50		1,200.00	0.50		81,550.00	
FIRE	P	8	13		-	39.59	3,023.58	78,613.00	10.00%	86,474.30		825.00	0.70		87,300.00	
FIRE	3 (4)	8	15	70.00	0.88	32.23	2,256.10	58,658.60		58,658.60		900.00	0.40		59,559.00	
															467,477.00	
															19,261.00	
															98,129.00	
					<b>406.00</b>	<b>5.08</b>	<b>72,488.23</b>	<b>1,884,693.85</b>	<b>1,976,833.85</b>	<b>17,267.35</b>	<b>11,425.10</b>	<b>3,755.95</b>	<b>2,594,149.25</b>			
DISPATCH	6 (RC)	8	20	80.00	1.00	34.58	2,766.68	71,933.68				1,500.00	0.32		73,434.00	
DISPATCH	4 (Dis)	8	17	80.00	1.00	32.53	2,602.40	67,662.40				1,200.00	0.60		68,863.00	
DISPATCH	4 (Dis)	8	9	80.00	1.00	32.53	2,602.40	67,662.40				550.00	0.60		68,213.00	
DISPATCH	4 (Dis)	8		80.00	1.00	31.74	2,539.20	66,019.20					0.80		66,020.00	
DISPATCH	4 (Dis)	2		80.00	1.00	25.08	2,006.40	52,166.40					0.60		52,167.00	
															8,250.00	
															3,328.00	
															58,155.00	
															-	
															-	
					<b>400.00</b>	<b>5.00</b>	<b>12,517.08</b>	<b>325,444.08</b>	<b>-</b>	<b>-</b>	<b>3,250.00</b>	<b>2.92</b>	<b>398,430.00</b>			
EEA	9 (9)	8		80.00	1.00	58.72	4,697.60	122,137.60					0.40		122,138.00	
STLWRKR															-	
STLWRKR	OM/GF	6		80.00	1.00	38.30	3,064.00	79,664.00							79,664.00	
STLWRKR	HME0 (5)	5		80.00	1.00	29.82	2,385.60	62,025.60					0.40		62,026.00	
STLWRKR	HME0 (5)	13	24	80.00	1.00	35.23	2,818.40	73,278.40				2,100.00	0.60		75,379.00	

FY 22 TOWN-WIDE WAGE & SALARY PROJECTION

2080

Department/Employee Name	Position	Date of Hire	Anniversary Date
SCOTT SANTOS	HEAVY MOTOR EQUIPMENT OPERATOR	3/9/2018	
CHARLES YOUNG	HEAVY MOTOR EQUIPMENT OPERATOR	1/3/2012	
VICTORIA REIS	ADMINISTRATIVE ASSISTANT	11/9/2015	
VACANT	WORKING FOREMAN - HIGHWAY DIV		
TEMP - SEASONAL LABORER	SEASONAL (2 in FY22)		
TEMP - OTHER	LONG TERM SEA/NR/TRANS STATION/HW		
VARIOUS PERSONS	DPW OUT OF GRADE PAY		
OVERTIME			
<b>HIGHWAYS TOTAL</b>			
<b>SANITATION</b>			
BARRY CLIFFORD	WORKING FOREMAN	9/2/2008	
JAMES GOODRICH	SKILLED LABORER	9/2/2011	
STEPHEN HEBENSTREIT	SKILLED LABORER	10/9/2013	
VACANT	MOTOR EQUIPMENT OPERATOR		
TEMP - SEASONAL LABORER	SEASONAL (2 in FY22)		
SANITATION OVERTIME	BEACH/VISITOR TRASH PICKUP		
SANITATION HOLIDAY	HOLIDAY PAY		
<b>SANITATION TOTAL</b>			
<b>NATURAL RESOURCES</b>			
MICHAEL O'CONNOR	SENIOR NAT RES OFFICER	4/13/1999	
NICOLE PAINE	SHELLFISH CONSTABLE	8/9/2016	
SCOTT RICHARDS	HARBORMASTER	11/6/2017	
VACANT	DEP NAT RES OFF	4/7/2015	
TEMP	WHARFINGER (Summer) + 1 IN FY22		
OVERTIME			
VARIOUS PERSONS	HOLIDAY PAY		
<b>NATURAL RESOURCES TOTAL</b>			
<b>WATER OPERATIONS</b>			
KIMBERLY ST. AUBIN	ADMINISTRATIVE ASSISTANT/WATER SYSTEM MANAGER		
VARIOUS PERSONS	WATER INSPECTORS		
<b>WATER OPERATIONS TOTAL</b>			
<b>MUNICIPAL BUILDINGS</b>			
RONALD CORMIER	CUSTODIAN I	6/1/2006	
AARON CARROLL	CUSTODIAN I	4/30/2018	
VACANT	CUSTODIAN I		
<b>OVERTIME</b>			
<b>MUNICIPAL BUILDINGS TOTAL</b>			
<b>HEALTH</b>			
JANE CROWLEY	HEALTH AGENT	9/25/2000	
SUSAN BARKER	ASST HEALTH AGENT	1/9/2006	
KAREN CHIMWAZA	ADMINSTRATIVE ASSISTANT		

FISCAL YEAR 2022																
Unit	PC Grade/ (Union Grade)	Step	LG ST	Bi-W Hours	FTE	Hourly Rate	Bi-Weekly Pay	Annual Salary	Educ. Incentive %	Salary w/ Educ. Incentive	Addl. Educ. Incentive	Longevity	Other Pays	Notes	Total Salary	
STLWRKR	HME0 (5)	4		80.00	1.00	28.95	2,316.00	60,216.00							60,216.00	
STLWRKR	HME0 (5)	11	10	80.00	1.00	35.23	2,818.40	73,278.40				650.00	0.60		73,929.00	
EEA	3 (4)	6		70.00	0.88	30.68	2,147.60	55,837.60					0.40		55,838.00	
STLWRKR	6 (WF)	6		80.00	1.00	31.77	2,541.60	66,081.60					0.40		66,082.00	
								17.50		25,200.00				25,200.00		
				<b>630.00</b>	<b>7.88</b>		<b>22,789.20</b>	<b>617,719.20</b>				<b>2,750.00</b>	<b>2.80</b>		<b>633,472.00</b>	
STLWRKR	WF (6)	OFF	13	80.00	1.00	39.92	3,193.73	83,037.07				800.00	0.93	3% Step Out on current rate	83,838.00	
STLWRKR	2 (SL)	7	11	80.00	1.00	28.77	2,301.60	59,841.60				700.00	0.40		60,542.00	
STLWRKR	2 (SL)	5		80.00	1.00	27.12	2,169.60	56,409.60					0.40		56,410.00	
STLWRKR	4 (SL)	2		80.00	1.00	25.99	2,079.20	54,059.20					0.80		54,060.00	
								17.50		25,200.00				25,200.00		
										12,352.00				12,352.00		
										2,423.00				2,423.00		
				<b>320.00</b>	<b>4.00</b>		<b>9,744.13</b>	<b>293,322.47</b>				<b>1,500.00</b>	<b>2.53</b>		<b>294,825.00</b>	
STLWRKR	6 (SRNO)	23	24	80.00	1.00	37.76	3,020.59	78,535.46				2,100.00	0.54	3% Step Out on current rate	80,636.00	
STLWRKR	6 (SRNO)	5		80.00	1.00	31.16	2,492.80	64,812.80					0.20		64,813.00	
STLWRKR	6 (SRNO)	5		80.00	1.00	31.16	2,492.80	64,812.80					0.20		64,813.00	
STLWRKR				-	-	-	-	-							-	
								17.50		17,850.00				15W*\$17.5*28 H	17,850.00	
										2,229.00				2,229.00		
										1,427.00				1,427.00		
				<b>240.00</b>	<b>3.00</b>		<b>8,006.19</b>	<b>229,667.06</b>				<b>2,100.00</b>	<b>0.94</b>		<b>231,768.00</b>	
EEA	4 (5)	4		70.00	0.88	30.57	2,139.90	55,637.40					0.60		55,638.00	
										33,689.20				0.80	33,690.00	
				<b>70.00</b>	<b>0.88</b>		<b>2,139.90</b>	<b>89,326.60</b>						<b>1.40</b>	<b>89,328.00</b>	
EEA	1 (2)	8	15	80.00	1.00	26.64	2,131.20	55,411.20					0.80		55,412.00	
EEA	1 (2)	4		80.00	1.00	24.13	1,930.40	50,190.40					0.60		50,191.00	
EEA	1 (2)	2		38.00	0.48	22.97	872.86	22,694.36					0.64		22,695.00	
															700.00	
				<b>118.00</b>	<b>1.48</b>		<b>2,803.26</b>	<b>72,884.76</b>							<b>128,998.00</b>	
EEA	8 (8)	9	21	80.00	1.00	52.34	4,187.20	108,867.20				1,600.00	0.80		110,468.00	
EEA	5 (4)	12	16	70.00	0.88	35.81	2,506.70	65,174.20				975.00	0.80		66,150.00	
EEA	4 (3)	5		70.00	0.88	29.93	2,095.10	54,472.60					0.40		54,473.00	

FY 22 TOWN-WIDE WAGE & SALARY PROJECTION

2080

Department/Employee Name	Position	Date of Hire	Anniversary Date
VACANT	ADMINISTRATIVE AIDE (HSG INSP)		
<b>HEALTH TOTAL</b>			
<b>COUNCIL ON AGING</b>			
DOROTHY BURRITT	DIRECTOR-COUNCIL ON AGING	10/11/2011	
CYNTHIA DUNHAM	COMMUNITY OUTREACH COORDINATOR	1/1/2002 ADJ	
VACANT	COA ADULT DAY PROGRAM MANAGER		
MONICA KEEFE-HESS	ADMINISTRATIVE ASSISTANT	3/6/2017	
JAMES SMALL	ADC PROGRAM AIDE	3/6/2017	
VACANT	ADC Program Assistant (15 hours @ \$15.00)	7/1/2019	
KATHY GILL	ADC Program Coord/Chef (15@\$15 FY21; 16@ \$16 FY22)		
SERVICES COORDINATOR			
VACANT	ADC/COA Transportation Coordinator (up to 15 hours a week x \$15)		
TEMP	ON CALL/PART TIME		
<b>COUNCIL ON AGING TOTAL</b>			
<b>LIBRARY SERVICES</b>			
DEBRA DEJONKER-BERRY	LIBRARY DIRECTOR		
KAREN MacDONALD	ASST DIRECTOR/ADULT SERVICES	4/11/2012	
FRANCES McLOUGHLIN	YOUTH SERVICES LIBRARIAN	6/2/2009	
MARIANNE SINOPOLI	OUTREACH LIBRARIAN	7/10/2012	
MELANIE FERNADES	TECHNICAL SERVICES LIBRARIAN		
FREYA HEMLEY	LIBRARY ASSISTANT	5/14/2013	
CORNELIA WELLS	LIBRARY ASSISTANT		
SATURDAY HELP	SUNDAY HELP		
SUNDAY HELP	SATURDAY HELP		
MONDAY HELP	MONDAY HELP		
<b>LIBRARY TOTAL</b>			
<b>BEACH &amp; RECREATION SERVICES</b>			
CHRISTINE MICKLE	DIRECTOR BEACH/REC	10/15/2002	
JACOB CONGEL	ASST DIRECTOR BEACH/REC		
STEPHANIE KOMICH	RECREATION PROGRAM COORDINATOR		
SEASONAL		<b>DAYS NEEDED</b>	<b>HRS PER DAY</b>
1	Head Sticker Seller	70	7.0
2	Sticker Sellers	60	7.0
1	Sticker Seller	30	7.0
1	Head Lifeguard/Swim Prg. Director	60	8.0
1	Asst. Beach Program Director	60	8.0
2	Lifeguards	50	7.0
2	Lifeguards/Swim Instructors	50	7.0
5	Gate Attendants	60	7.0
2	Gate Attendants (Nauset Light)	65	7.0
2	Gate Attendants (Dyer Prince)	65	7.0
1	Gate Attendant/Parking Clerk	70	7.0
1	Old Mill Miller (Weeks/hrs per week)	13	15
1	Old Mill Miller (Weeks/hrs per week)	12	11
1	Playground Director	36	5.0
10	Playground Leaders	34	5.0

FISCAL YEAR 2022																
Unit	PC Grade/ (Union Grade)	Step	LG ST	Bi-W Hours	FTE	Hourly Rate	Bi-Weekly Pay	Annual Salary	Educ. Incentive %	Salary w/ Educ. Incentive	Addl. Educ. Incentive	Longevity	Other Pays	Notes	Total Salary	
EEA	3 (2)	2		30.00	0.38	25.26	757.80	19,702.80					297.20		20,000.00	
				<b>250.00</b>	<b>3.13</b>		<b>9,546.80</b>	<b>248,216.80</b>				<b>2,575.00</b>	<b>299.20</b>		<b>251,091.00</b>	
EEA	7 (7M)	5	10	70.00	0.88	41.23	2,886.10	75,038.60				650.00	0.40		75,689.00	
EEA	3 (4)	6	20	70.00	0.88	30.68	2,147.60	55,837.60				1,500.00	0.40		57,338.00	
EEA	4 (5)	3		-	-	29.93	-	-						Will not fill	-	
EEA	3 (4)	6		70.00	0.88	30.68	2,147.60	55,837.60					0.40	Promo/St Inc	55,838.00	
EEA	2 (2)	7		70.00	0.88	25.98	1,818.60	47,283.60					0.40		47,284.00	
				-	-	15.00	-	-							-	
				32.00	0.40	16.00	512.00	13,312.00							13,312.00	
	2 (2)	1		70.00	0.88	22.41	1,568.70	40,786.20					(40,786.20)		-	
				-	-	15.00	-	-							-	
				<b>382.00</b>	<b>4.78</b>		<b>11,080.60</b>	<b>288,095.60</b>				<b>2,150.00</b>	<b>(40,784.60)</b>		<b>249,461.00</b>	
EEA	8 (8)	5	13	70.00	0.88	47.42	3,319.40	86,304.40				800.00	0.60		87,105.00	
EEA	6 (70)	9	10	70.00	0.88	38.13	2,669.10	69,396.60				650.00	0.40		70,047.00	
EEA	6 (70)	5	12	70.00	0.88	34.54	2,417.80	62,862.80				750.00	0.20		63,613.00	
EEA	3 (4)	5		70.00	0.88	29.93	2,095.10	54,472.60					0.40		54,473.00	
EEA	3 (4)	5		70.00	0.88	29.93	2,095.10	54,472.60					0.40		54,473.00	
EEA	2 (3)	5		70.00	0.88	27.21	1,904.70	49,522.20					0.80		49,523.00	
EEA	2 (3)	5	25	38.00	0.48	27.21	1,033.98	26,883.48				2,250.00	0.52		29,134.00	
								17,360.00							17,360.00	
								3,120.00								3,120.00
				<b>458.00</b>	<b>5.73</b>		<b>15,535.18</b>	<b>424,394.68</b>				<b>4,450.00</b>	<b>3.32</b>		<b>428,848.00</b>	
EEA	7 (7M)	6	19	80.00	1.00	42.26	3,380.80	87,900.80				1,400.00	0.20		89,301.00	
EEA	4 (5)	7		80.00	1.00	32.92	2,633.60	68,473.60					0.40		68,474.00	
EEA	3 (4)	3		80.00	1.00	28.49	2,279.20	59,259.20					0.88		59,260.08	
		<b>TOTAL HOURS</b>	<b>RATE OF PAY</b>													
		490.0	\$ 16.50													
		840.0	\$ 15.00													
		210.0	\$ 15.00													
		480.0	\$ 17.50													
		480.0	\$ 16.50													
		700.0	\$ 15.50													
		700.0	\$ 15.50													
		2,100.0	\$ 15.00													
		910.0	\$ 15.00													
		910.0	\$ 15.00													
		490.0	\$ 15.00													
		195.0	\$ 15.00													
		132.0	\$ 15.00													
		180.0	\$ 18.00													
		1,700.0	\$ 15.00													
								8,085.00							8,085.00	
								12,600.00							12,600.00	
								3,150.00							3,150.00	
								8,400.00							8,400.00	
								7,920.00							7,920.00	
								10,850.00							10,850.00	
								10,850.00							10,850.00	
								31,500.00							31,500.00	
								13,650.00							13,650.00	
								13,650.00							13,650.00	
								7,350.00							7,350.00	
								2,925.00					0.50		2,925.50	
								1,980.00							1,980.00	
								3,240.00							3,240.00	
								25,500.00							25,500.00	
												(4,000.00)	Overall budg reduct.	21,500.00		

FY 22 TOWN-WIDE WAGE & SALARY PROJECTION

Department/Employee Name	Position	Date of Hire	Anniversary Date
4	Swimming Instructors	32	5.0
<b>Total seasonal wages</b>			
<b>RECREATION TOTAL</b>			
<b>GRAND TOTAL MUNICIPAL SALARIES</b>			

2080

FISCAL YEAR 2022																
Unit	PC Grade/ (Union Grade)	Step	LG ST	Bi-W Hours	FTE	Hourly Rate	Bi-Weekly Pay	Annual Salary	Educ. Incentive %	Salary w/ Educ. Incentive	Addl. Educ. Incentive	Longevity	Other Pays	Notes	Total Salary	
	640.0	\$ 15.50						9,920.00							9,920.00	
					5.36			171,570.00	-	-	-	-	(3,999.50)	-	167,570.50	
				240.00	8.36		8,293.60	387,203.60		-	-	1,400.00	(3,998.02)		384,605.58	
				6,765.00	91.45		310,272.06	8,568,782.05		1,976,833.85	17,267.35	46,875.10	(696.78)		9,705,398.72	

# TOWN OF EASTHAM, MASSACHUSETTS

FISCAL YEAR 2020 YEAR-END  
FINANCIAL REVIEW

# FY 2020 BUDGET PLAN

	GENERAL FUND		
	Operating Budget	Capital Budget	Total Budget
<b>APPROPRIATIONS</b>			
Departmental Budgets	\$ 30,829,417	\$ -	\$ 30,829,417
Unallocated Expenditures	140,770		140,770
Capital Plan		949,500	949,500
Subtotal Local Appropriations	30,970,187	949,500	31,919,687
State & County Assessments	596,960		596,960
Total Appropriations	31,567,147	949,500	32,516,647
<b>FUNDING</b>			
Property Taxes	26,159,039	341,100	26,500,139
Less: Provision for Abatements/Exemptions	(169,902)		(169,902)
Local Receipts	4,180,000		4,180,000
State Aid	557,705		557,705
Other Available Funds	612,800	50,000	662,800
Free Cash	227,505	558,400	785,905
Total Funding	31,567,147	949,500	32,516,647
Budget Variance	\$ -	\$ -	\$ -

# FY 2020 END OF YEAR RESULTS

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	2019 Amount	2019 % Budget	2020 Amount	2020 % Budget	Minimum Target %	Min. Target Amount
Undesignated Fund Balance	2,030,468	6.60%	3,143,775	10.23%	16.67%	5,124,647
Stabilization Fund	548,694	1.78%	689,416	2.24%		
Free Cash Certification	1,798,078	5.84%	2,837,320	9.23%	5.00% **	1,537,087
Free Cash generated	987,810	1,518,723	1,857,048	6.04%		

# FY 2020 Free Cash History

Year	Amount Generated	% of Budget	Amount Certified	% of Budget
2020	1,857,048	6.04%	2,837,320	9.23%
2019	1,518,723	5.35%	1,798,078	5.84%
2018	987,810	3.65%	1,319,660	4.29%
2017	1,211,530	4.72%	1,519,715	5.10%
2016	1,043,930	4.36%	1,185,138	4.21%
2015	937,331	4.11%	1,206,746	4.70%
2014	948,333	4.19%	1,148,613	4.69%
2013	728,711	3.28%	1,292,603	5.31%
2012	1,122,286	5.46%	1,744,166	7.83%
2011	657,042	3.30%	1,205,248	5.60%
2010	712,299	3.69%	1,198,493	5.68%

# FY 2020 (& Recent) Free Cash Generation

Element of Change	2018	2019	2020
<b>*Excess (shortfall) to budget:</b>			
Local receipts	91,069	335,537	643,723
State receipts	4,212	(2,885)	4,776
Appropriations	1,069,318	866,990	1,167,985
Property Tax Receivable	(138,877)	88,191	(125,688)
<b>*Free Cash Adjustments</b>	<u>(37,912)</u>	<u>230,890</u>	<u>166,252</u>
Subtotal – Amt. generated this FY	987,810	1,518,723	1,857,048
<b>*Prior Free Cash unused</b>	<u>331,850</u>	<u>279,355</u>	<u>980,272</u>
<b>Total Free Cash Certified</b>	1,319,660	1,798,078	2,837,320

# FY 2020 Local Receipts

(Sorted by Savings Generated)

Category	Budget	Actual	Excess (Deficiency)	% of Line	% of Total
Hotel/Motel	265,000	232,609	(32,391)	(12.22)	(5.03)
Short-Term Rental		381,783	381,783	100.00	59.31
Motor Vehicle Excise	880,000	854,624	(25,376)	(2.88)	(3.94)
Water Charges	240,000	313,936	73,936	30.81	11.48
Solid Waste Fees	745,000	894,223	149,223	20.03	23.18
Rental Registration Fee	76,000	95,901	19,901	26.19	3.09
Licenses, permits, fees	1,155,000	1,104,507	(50,493)	4.37	(7.84)
Beach Stickers/Fees	480,000	497,111	17,111	3.56	2.66
Fines & Forfeitures	34,000	26,350	(7,650)	(22.50)	(1.19)
Investment income	22,000	102,492	80,492	365.87	12.50
All other local receipts	<u>283,000</u>	<u>320,187</u>	<u>37,187</u>	<u>13.14</u>	<u>5.78</u>
<b>Total Local Receipts</b>	<b>4,180,000</b>	<b>4,823,724</b>	<b>643,723</b>	<b>15.40</b>	<b>100.00</b>

# FY 2020 Appropriations

(Sorted by Top 10 Savings  
Generated)

Category	Budget	Actual	Excess (Deficiency)	% of Line	% of Total
Police Salaries	1,777,552	1,634,988	142,564	8.02	12.21
Reserve Fund	340,000	232,089	107,911	31.74	9.23
Employee Health Ins.	2,661,500	2,521,469	140,031	5.26	11.99
Fire Salaries	2,386,749	2,297,583	89,166	3.74	7.63
Employee Pension	1,769,636	1,709,450	60,186	3.40	5.15
Debt Service-bank chgs.	151,973	93,279	58,694	38.62	5.02
Recreation Salaries	355,192	301,944	53,248	14.99	4.55
Health Dept. Expense	101,380	38,182	63,198	62.34	5.41
DPW Expense	170,007	124,225	45,782	26.93	3.91
Snow & Ice	83,104	40,341	42,763	51.46	3.66
All other appropriations	<u>21,032,324</u>	<u>20,667,882</u>	<u>364,442</u>	<u>2.02</u>	<u>36.51</u>
<b>Total Appropriations</b>	<b>30,829,417</b>	<b>29,661,432</b>	<b>1,167,985</b>	<b>3.79</b>	<b>100.00</b>

# FY 2020 Appropriations

(Salaries vs. Expense)

Category	Budget	Actual	Excess (Deficiency)	% of Line	% of Total
Fire Salaries	2,386,749	2,297,583	89,166	3.74	17.73
Police Salaries	1,777,552	1,634,988	142,564	8.02	28.34
Recreation Salaries	355,192	301,944	53,248	14.99	10.59
DPW Salaries	625,297	636,389	(11,092)	(1.70)	(2.21)
All Other Salaries	<u>6,253,045</u>	<u>6,023,998</u>	<u>229,047</u>	<u>3.60</u>	<u>45.55</u>
<b>Total Salaries</b>	<b>11,397,835</b>	<b>10,894,902</b>	<b>502,933</b>	<b>4.41</b>	<b>43.07</b>
Health Insurance	2,661,500	2,521,469	140,031	5.26	21.06
Reserve Fund	340,000	232,029	107,971	31.73	16.23
Debt Service – Bank Chgs.	151,973	93,279	58,694	38.62	8.83
Snow & Ice	83,104	40,341	42,763	51.46	6.43
Employee Pension	1,769,636	1,709,450	60,186	3.40	9.05
All other expenses	<u>14,425,369</u>	<u>14,169,962</u>	<u>255,407</u>	<u>1.77</u>	<u>38.40</u>
<b>Total Expenses</b>	<b><u>19,431,582</u></b>	<b><u>18,766,530</u></b>	<b><u>665,052</u></b>	<b><u>3.42</u></b>	<b><u>56.93</u></b>
<b>GRAND TOTAL</b>	<b>30,829,417</b>	<b>29,661,432</b>	<b>1,167,985</b>	<b>3.79</b>	<b>100.00</b>

Community	Operating Budget	Free Cash	FC %	Stabil. Fund	SF %	Combined Total	Combined %	S&P Rating
Bourne	76,123,447	8,250,807	10.84%	5,538,879	7.27%	13,789,686	18.11%	AA+
Falmouth	159,056,019	14,670,760	9.22%	15,949,035	10.03%	30,619,795	19.25%	AAA
Mashpee	67,709,519	9,596,892	14.17%	5,401,621	7.98%	14,998,513	22.15%	AAA
Sandwich	91,397,413	2,640,082	2.89%	1,729,888	1.89%	4,369,970	4.78%	AA+
Barnstable	184,945,176	14,688,744	7.94%	18,165,971	9.82%	32,854,715	17.76%	AAA
Yarmouth	91,407,031	3,419,403	3.74%	5,686,575	6.22%	9,105,978	9.96%	AA+
Dennis	64,091,339	3,923,780	6.12%	5,808,386	9.06%	9,732,166	15.18%	AAA
Harwich	71,296,481	1,446,115	2.03%	3,746,377	5.25%	5,192,492	7.28%	AAA
Brewster	52,780,842	2,937,130	5.56%	2,493,329	4.73%	5,430,459	10.29%	AAA
Chatham	52,516,793	5,277,749	10.05%	2,019,246	3.84%	7,296,995	13.89%	AAA
Orleans	41,752,573	3,278,345	7.85%	138,107	.33%	3,416,452	8.18%	AAA
Eastham	33,226,727	1,798,078	5.41%	548,694	1.65%	2,346,772	7.06%	AA+
Wellfleet	23,378,780	823,431	3.52%	980,139	4.19%	1,803,570	7.71%	AAA
Truro	21,847,675	2,065,389	9.45%	1,007,711	4.62%	3,073,100	14.07%	AA+
Provincetown	36,412,881	1,893,674	5.20%	1,465,165	4.02%	3,358,839	9.22%	AA+

## STANDARD & POOR'S RATING CRITERIA

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Criteria	% of Score	Controllable?	Score
Institutional Framework	10%	Uncontrollable	Strong
Economy	30%	Uncontrollable	Very Strong
Management	20%	Controllable	Strong
Budget Flexibility	10%	Controllable	Very Strong
Liquidity	10%	Controllable	Very Strong
Budgetary Performance	10%	Controllable	Adequate
Debt & Contingent Liabilities	10%	Controllable	Very Weak

NOTES: