

Holbrook Finance Committee
FY21 Budget

Motion: Move the Town vote to raise, appropriate, or transfer from available funds the sum of \$42,345,872 to defray the expenses of the Holbrook operating budget, as printed below for the ensuing 12-month period beginning July 1, 2020.

Raised through taxation and other sources	39,861,845
Transfer From Available Funds:	
Fire Alarm Receipts Reserved for Appropriation	10,960
Ambulance Receipts Reserved for Appropriation	857,207
Compensated Absences Fund	70,789
Water Operations (Indirects)	713,607
Sewer Operations (Indirects)	353,643
Solid Waste Operations (Indirects)	123,821
FY19 Certified Free Cash	354,000
Total	42,345,872

And that the following amounts be appropriated:

General Government		FY21		FY20		Proposed vs. Requested		Proposed vs. FY20		Requested vs. FY20	
		Recommended	FY21 Requested	Appropriation							
122	<i>Selectmen</i>										
	Expenses	12,000	12,000	12,000	-	0%	\$ -	0.0%	\$ -	0.0%	
	Total	12,000	12,000	12,000	-	0%	\$ -	0.0%	\$ -	0.0%	
123	<i>Town Administrator</i>										
	Salaries	263,817	260,681	255,379	3,136	1%	\$ 8,438	3.3%	\$ 5,302	2.1%	
	Expenses	500	500	500	-	0%	\$ -	0.0%	\$ -	0.0%	
	Total	264,317	261,181	255,879	3,136	1%	\$ 8,438	3.3%	\$ 5,302	2.1%	
151	<i>Legal / Professional / Technical Services</i>										
	Expenses	150,000	175,000	150,000	(25,000)	-14%	\$ -	0.0%	\$ 25,000	16.7%	
	Total	150,000	175,000	150,000	(25,000)	-14%	\$ -	0.0%	\$ 25,000	16.7%	
152	<i>Human Resources</i>										
	Salaries	76,764	76,469	75,547	295	0%	\$ 1,217	1.6%	\$ 922	1.2%	
	Expenses	5,000	5,000	5,000	-	0%	\$ -	0.0%	\$ -	0.0%	
	Total	81,764	81,469	80,547	295	0%	\$ 1,217	1.5%	\$ 922	1.1%	
161	<i>Town Clerk</i>										
	Town Clerk Salary	76,720	76,720	76,720	-	0%	\$ -	0.0%	\$ -	0.0%	
	Salaries	52,939	51,244	58,147	1,695	3%	\$ (5,208)	-9.0%	\$ (6,903)	-11.9%	
	Expenses	6,170	6,170	6,170	-	0%	\$ -	0.0%	\$ -	0.0%	
	Total	135,829	134,134	141,037	1,695	1%	\$ (5,208)	-3.7%	\$ (6,903)	-4.9%	
162	<i>Elections/Town Meeting</i>										
	Salaries	32,000	32,000	10,000	-	0%	\$ 22,000	220.0%	\$ 22,000	220.0%	
	Expenses	13,000	13,000	15,000	-	0%	\$ (2,000)	-13.3%	\$ (2,000)	-13.3%	
	Total	45,000	45,000	25,000	-	0%	\$ 20,000	80.0%	\$ 20,000	80.0%	
163	<i>Board of Registrars</i>										
	Salaries	1,400	1,400	1,400	-	0%	\$ -	0.0%	\$ -	0.0%	
	Expenses	5,800	5,800	5,800	-	0%	\$ -	0.0%	\$ -	0.0%	
	Total	7,200	7,200	7,200	-	0%	\$ -	0.0%	\$ -	0.0%	
195	<i>Town Reports</i>										
	Expenses	-	-	250	-	0%	\$ (250)	-100.0%	\$ (250)	-100.0%	
	Total	-	-	250	-	0%	\$ (250)	-100.0%	\$ (250)	-100.0%	
General Gov. Total		696,110	715,984	671,913	(19,874)	-3%	\$ 24,197	3.6%	\$ 44,071	6.6%	

Holbrook Finance Committee
FY21 Budget

Financial Services		FY21		FY20		Proposed vs. Requested		Proposed vs. FY20		Requested vs. FY20	
		Recommended	FY21 Requested	Appropriation							
131	Finance Committee										
	Expenses	600	600	600	-	0%	\$ -	0.0%	\$ -	0.0%	
	Total	600	600	600	-	0%	\$ -	0.0%	\$ -	0.0%	
132	Reserve										
	Expenses	300,000	226,311	226,311	73,689	33%	\$ 73,689	32.6%	\$ -	0.0%	
	Total	300,000	226,311	226,311	73,689	33%	\$ 73,689	32.6%	\$ -	0.0%	
135	Town Accountant										
	Salaries	162,476	159,812	156,637	2,664	2%	\$ 5,839	3.7%	\$ 3,175	2.0%	
	Expenses	47,646	47,646	46,434	-	0%	\$ 1,212	2.6%	\$ 1,212	2.6%	
	Total	210,122	207,458	203,071	2,664	1%	\$ 7,051	3.5%	\$ 4,387	2.2%	
141	Assessor										
	Salaries	185,168	202,276	182,937	(17,108)	-8%	\$ 2,231	1.2%	\$ 19,339	10.6%	
	Expenses	37,680	55,100	55,100	(17,420)	-32%	\$ (17,420)	-31.6%	\$ -	0.0%	
	Total	222,848	257,376	238,037	(34,528)	-13%	\$ (15,189)	-6.4%	\$ 19,339	8.1%	
145	Treasurer/Collector										
	Treasurer's Salary	76,721	76,721	76,721	-	0%	\$ -	0.0%	\$ -	0.0%	
	Salaries	143,392	163,449	130,563	(20,057)	-12%	\$ 12,829	9.8%	\$ 32,886	25.2%	
	Expenses	128,599	128,599	137,668	-	0%	\$ (9,069)	-6.6%	\$ (9,069)	-6.6%	
	Total	348,712	368,769	344,952	(20,057)	-5%	\$ 3,760	1.1%	\$ 23,817	6.9%	
Financial Services Total		1,082,282	1,060,514	1,012,971	21,768	2%	\$ 69,311	6.8%	\$ 47,543	4.7%	
Public Safety		FY21		FY20		Proposed vs. Requested		Proposed vs. FY20		Requested vs. FY20	
		Recommended	FY21 Requested	Appropriation							
200	Public Safety Building										
	Salaries	22,043	22,043	22,128	-	0%	\$ (85)	-0.4%	\$ (85)	-0.4%	
	Expenses	188,423	188,423	137,369	-	0%	\$ 51,054	37.2%	\$ 51,054	37.2%	
	Total	210,466	210,466	159,497	-	0%	\$ 50,969	32.0%	\$ 50,969	32.0%	
210	Police Department										
	Salaries	2,659,273	2,900,451	2,582,377	(241,178)	-8%	\$ 76,896	3.0%	\$ 318,074	12.3%	
	Expenses	210,500	210,500	197,500	-	0%	\$ 13,000	6.6%	\$ 13,000	6.6%	
	Total	2,869,773	3,110,951	2,779,877	(241,178)	-8%	\$ 89,896	3.2%	\$ 331,074	11.9%	
220	Fire Department										
	Salaries	2,353,582	2,409,956	2,320,479	(56,374)	-2%	\$ 33,103	1.4%	\$ 89,477	3.9%	
	Expenses	108,853	108,854	105,914	(1)	0%	\$ 2,939	2.8%	\$ 2,940	2.8%	
	Total	2,462,435	2,518,810	2,426,393	(56,375)	-2%	\$ 36,042	1.5%	\$ 92,417	3.8%	
225	Dispatch										
	Salaries	969,990	960,522	918,646	9,468	1%	\$ 51,344	5.6%	\$ 41,876	4.6%	
	Expenses	80,000	80,000	76,000	-	0%	\$ 4,000	5.3%	\$ 4,000	5.3%	
	Total	1,049,990	1,040,522	994,646	9,468	1%	\$ 55,344	5.6%	\$ 45,876	4.6%	
230	EMT										
	Salaries	233,062	232,497	236,439	565	0%	\$ (3,377)	-1.4%	\$ (3,942)	-1.7%	
	Expenses	103,278	103,278	105,978	-	0%	\$ (2,700)	-2.5%	\$ (2,700)	-2.5%	
	Total	336,340	335,775	342,417	565	0%	\$ (6,077)	-1.8%	\$ (6,642)	-1.9%	
291	Emergency Management										
	Expenses	3,000	3,000	5,000	-	0%	\$ (2,000)	-40.0%	\$ (2,000)	-40.0%	
	Total	3,000	3,000	5,000	-	0%	\$ (2,000)	-40.0%	\$ (2,000)	-40.0%	
292	Animal Control										
	Salaries	44,094	44,094	43,395	-	0%	\$ 699	1.6%	\$ 699	1.6%	
	Expenses	14,900	14,900	14,800	-	0%	\$ 100	0.7%	\$ 100	0.7%	
	Total	58,994	58,994	58,195	-	0%	\$ 799	1.4%	\$ 799	1.4%	
Public Safety Total		6,990,998	7,278,518	6,766,025	(287,520)	-4%	\$ 224,973	3.3%	\$ 512,493	7.6%	

Holbrook Finance Committee
FY21 Budget

		FY21		FY20							
Inspectional Services		Recommended	FY21 Requested	Appropriation	Proposed vs. Requested	Proposed vs. FY20	Proposed vs. FY20	Requested vs. FY20	Requested vs. FY20	Requested vs. FY20	Requested vs. FY20
244 Weights & Measures											
	Salaries	-	-	4,506	-	0%	\$ (4,506)	-100.0%	\$ (4,506)	-100.0%	
	Expenses	-	-	480	-	0%	\$ (480)	-100.0%	\$ (480)	-100.0%	
	Total	-	-	4,986	-	0%	\$ (4,986)	-100.0%	\$ (4,986)	-100.0%	
240 Inspectional Services											
	Salaries	292,915	312,726	267,800	(19,811)	-6%	\$ 25,115	9.4%	\$ 44,926	16.8%	
	Expenses	63,420	54,000	44,000	9,420	17%	\$ 19,420	44.1%	\$ 10,000	22.7%	
	Total	356,335	366,726	311,800	(10,391)	-3%	\$ 44,535	14.3%	\$ 54,926	17.6%	
	Insp. Service Total	356,335	366,726	316,786	(10,391)	-3%	\$ 39,549	12.5%	\$ 49,940	15.8%	
Education											
		FY21		FY20							
		Recommended	FY21 Requested	Appropriation	Proposed vs. Requested	Proposed vs. FY20	Proposed vs. FY20	Requested vs. FY20	Requested vs. FY20	Requested vs. FY20	Requested vs. FY20
300 Schools											
	Blue Hills	1,758,490	1,758,490	2,091,847	-	0%	\$ (333,357)	-15.9%	\$ (333,357)	-15.9%	
	Norfolk Aggie	12,000	12,000	7,784	-	0%	\$ 4,216	54.2%	\$ 4,216	54.2%	
	Total	1,770,490	1,770,490	2,099,631	-	0%	\$ (329,141)	-15.7%	\$ (329,141)	-15.7%	
301 Holbrook Public Schools											
		14,631,437	14,631,437	13,979,969	-	0%	\$ 651,468	4.7%	\$ 651,468	4.7%	
	Total	14,631,437	14,631,437	13,979,969	-	0%	\$ 651,468	4.7%	\$ 651,468	4.7%	
371 School Transportation											
	Expenses	1,365,800	1,365,800	1,352,670	-	0%	\$ 13,130	1.0%	\$ 13,130	1.0%	
	Total	1,365,800	1,365,800	1,352,670	-	0%	\$ 13,130	1.0%	\$ 13,130	1.0%	
	Education Total	17,767,727	17,767,727	17,432,270	-	0%	\$ 335,457	1.9%	\$ 335,457	1.9%	
Public Works											
		FY21		FY20							
		Recommended	FY21 Requested	Appropriation	Proposed vs. Requested	Proposed vs. FY20	Proposed vs. FY20	Requested vs. FY20	Requested vs. FY20	Requested vs. FY20	Requested vs. FY20
400 Public Works											
	Salaries	991,892	1,038,505	1,001,488	(46,613)	-4%	\$ (9,596)	-1.0%	\$ 37,017	3.7%	
	Expenses	437,500	447,000	304,025	(9,500)	-2%	\$ 133,475	43.9%	\$ 142,975	47.0%	
	Total	1,429,392	1,485,505	1,305,513	(56,113)	-4%	\$ 123,879	9.5%	\$ 179,992	13.8%	
422 Roads and Sidewalks Construction & Maintenance											
	Expenses	40,000	60,000	60,000	(20,000)	-33%	\$ (20,000)	-33.3%	\$ -	0.0%	
	Total	40,000	60,000	60,000	(20,000)	-33%	\$ (20,000)	-33.3%	\$ -	0.0%	
423 Snow And Ice											
		150,000	175,000	150,000	(25,000)	-14%	\$ -	0.0%	\$ 25,000	16.7%	
	Total	150,000	175,000	150,000	(25,000)	-14%	\$ -	0.0%	\$ 25,000	16.7%	
424 Street Lighting											
	Expenses	80,000	80,000	125,000	-	0%	\$ (45,000)	-36.0%	\$ (45,000)	-36.0%	
	Total	80,000	80,000	125,000	-	0%	\$ (45,000)	-36.0%	\$ (45,000)	-36.0%	
	Public Works Total	1,699,392	1,800,505	1,640,513	(101,113)	-6%	\$ 58,879	3.6%	\$ 159,992	9.8%	

Holbrook Finance Committee
FY21 Budget

Public Services		FY21	FY21	FY20	Proposed vs. Requested		Proposed vs. FY20		Requested vs. FY20	
		Recommended	Requested	Appropriation						
294	Forest Comm.									
	Expenses	1,000	1,000	1,000	-	0%	\$ -	0.0%	\$ -	0.0%
	Total	1,000	1,000	1,000	-	0%	\$ -	0.0%	\$ -	0.0%
541	Council On Aging									
	Salaries	92,952	130,746	92,951	(37,794)	-29%	\$ 1	0.0%	\$ 37,795	40.7%
	Expenses	20,500	16,000	16,000	4,500	28%	\$ 4,500	28.1%	\$ -	0.0%
	Total	113,452	146,746	108,951	(33,294)	-23%	\$ 4,501	4.1%	\$ 37,795	34.7%
543	Veteran's Services									
	Salaries	10,195	9,799	10,195	396	4%	\$ -	0.0%	\$ (396)	-3.9%
	Expenses	61,500	88,500	61,500	(27,000)	-31%	\$ -	0.0%	\$ 27,000	43.9%
	Total	71,695	98,299	71,695	(26,604)	-27%	\$ -	0.0%	\$ 26,604	37.1%
610	Public Library									
	Salaries	356,055	355,530	310,300	525	0%	\$ 45,755	14.7%	\$ 45,230	14.6%
	Expenses	141,004	141,004	141,004	-	0%	\$ -	0.0%	\$ -	0.0%
	Total	497,059	496,534	451,304	525	0%	\$ 45,755	10.1%	\$ 45,230	10.0%
691	Historical Commission									
	Expenses	100	100	100	-	0%	\$ -	0.0%	\$ -	0.0%
	Total	100	100	100	-	0%	\$ -	0.0%	\$ -	0.0%
Public Services Total		683,306	742,679	633,050	(59,373)	-8%	\$ 50,256	7.9%	\$ 109,629	17.3%
Debt		FY21	FY21	FY20	Proposed vs. Requested		Proposed vs. FY20		Requested vs. FY20	
		Recommended	Requested	Appropriation						
<i>Debt Outside Prop 2-1/2</i>										
710	Maturing Debt	3,012,154	3,021,153	2,799,040	(8,999)	0%	\$ 213,114	7.6%	\$ 222,113	7.9%
751	Interest	1,339,572	1,365,643	1,355,974	(26,071)	-2%	\$ (16,402)	-1.2%	\$ 9,669	0.7%
751	Debt Administration	15,000	15,000	13,500	-	0%	\$ 1,500	11.1%	\$ 1,500	11.1%
	Total	4,366,726	4,401,796	4,168,514	(35,070)	-1%	\$ 198,212	4.8%	\$ 233,282	5.6%
752	Temporary Loans									
	Paydowns	-	-	300,000	-	0%	\$ (300,000)	-100.0%	\$ (300,000)	-100.0%
	Interest	31,503	31,503	259,700	1	0%	\$ (228,197)	-87.9%	\$ (228,198)	-87.9%
	Total	31,503	31,503	559,700	1	0%	\$ (528,197)	-94.4%	\$ (528,198)	-94.4%
Debt Total		4,398,229	4,433,299	4,728,214	(35,070)	-1%	\$ (329,985)	-7.0%	\$ (294,916)	-6.2%

Holbrook Finance Committee
FY21 Budget

		FY21	FY21	FY20						
Employee/Retiree Benefits		Recommended	Requested	Appropriation	Proposed vs. Requested		Proposed vs. FY20		Requested vs. FY20	
911	<i>Employee Benefits</i>									
	Medicare	300,000	300,000	300,000	-	0%	\$ -	0.0%	\$ -	0.0%
	Pension Assessment	2,291,969	2,291,969	2,140,930	-	0%	\$ 151,039	7.1%	\$ 151,039	7.1%
	Total	2,591,969	2,591,969	2,440,930	-	0%	\$ 151,039	6.2%	\$ 151,039	6.2%
914	<i>Health Insurance</i>									
	Expenses	5,206,130	5,306,129	5,136,000	(99,999)	-2%	\$ 70,130	1.4%	\$ 170,129	3.3%
	Total	5,206,130	5,306,129	5,136,000	(99,999)	-2%	\$ 70,130	1.4%	\$ 170,129	3.3%
915	<i>Employee Life Insurance</i>									
	Expenses	22,000	22,000	23,000	-	0%	\$ (1,000)	-4.3%	\$ (1,000)	-4.3%
	Total	22,000	22,000	23,000	-	0%	\$ (1,000)	-4.3%	\$ (1,000)	-4.3%
916	<i>Dental Insurance</i>									
	Expenses	30,000	30,000	30,000	-	0%	\$ -	0.0%	\$ -	0.0%
	Total	30,000	30,000	30,000	-	0%	\$ -	0.0%	\$ -	0.0%
	Employee/Retiree Benefits	7,850,099	7,950,098	7,629,930	(99,999)	-1%	\$ 220,169	2.9%	\$ 320,168	4.2%
Other/Insurance		FY21	FY21	FY20						
		Recommended	Requested	Appropriation	Proposed vs. Requested		Proposed vs. FY20		Requested vs. FY20	
913	<i>Unemployment</i>									
	Expenses	100,000	100,000	100,000	-	0%	\$ -	0.0%	\$ -	0.0%
	Total	100,000	100,000	100,000	-	0%	\$ -	0.0%	\$ -	0.0%
945	<i>Other Insurance</i>									
	General Insurance	499,750	499,750	500,564	-	0%	\$ (814)	-0.2%	\$ (814)	-0.2%
	Transfer to OJI Fund	20,000	20,000	20,000	-	0%	\$ -	0.0%	\$ -	0.0%
	Workers Comp	201,644	201,644	220,000	-	0%	\$ (18,356)	-8.3%	\$ (18,356)	-8.3%
	Total	721,394	721,394	740,564	-	0%	\$ (19,170)	-2.6%	\$ (19,170)	-2.6%
	Other/Insurance Total	821,394	821,394	840,564	-	0%	\$ (19,170)	-2.3%	\$ (19,170)	-2.3%
Capital Fund		FY21	FY21	FY20						
		Recommended	Requested	Appropriation	Proposed vs. Requested		Proposed vs. FY20		Requested vs. FY20	
990	Transfer to the Capital Improvement Fund	-	50,000	50,000	(50,000)	-100%	\$ (50,000)	-100.0%	\$ -	0.0%
	Total	-	50,000	50,000	(50,000)	-100%	\$ (50,000)	-100.0%	\$ -	0.0%
	Capital Fund Total	-	50,000	50,000	(50,000)	-100%	\$ (50,000)	-100.0%	\$ -	0.0%
	Grand Total	42,345,872	42,987,444	41,722,236	(641,572)	-1%	\$ 623,636	1.5%	\$ 1,265,208	3.0%

Holbrook Finance Committee
FY21 Budget

PEG Enterprise Fund

Direct Costs

PEG Access Contract	245,000
Total	245,000

Motion: That the following sums be appropriated for the PEG Access Enterprise: Direct Expenses of \$245,000 and that the \$245,000 be raised from the PEG Access Enterprise revenues.

Holbrook Finance Committee
FY21 Budget

Sewer Enterprise Fund

Direct Costs

MWRA Assessment	1,816,238
Reserve Fund	100,000
Other Expenses	106,000
Subtotal	2,022,238

Indirect Costs

Selectmen	576
Town Administrator	12,687
Human Resources	3,925
Accountant	10,954
Assessor	10,697
Treasurer/Collector	35,096
Public Works	149,785
Health/Dental Insurance	46,578
Medicare	2,646
Workers Comp	7,757
Other Ins	32,749
Unemployment	-
Pensions	40,000
Life	193
Subtotal	353,643
Total	2,375,881

Motion: That the following sums be appropriated for the Sewer Enterprise: Direct Expenses of \$2,022,238 and that the \$2,022,238 be raised from the Sewer Enterprise revenues; and that \$353,643 be appropriated in the General Fund Operating Budget and allocated to the Sewer Enterprise for funding via raised revenues.

Holbrook Finance Committee
FY21 Budget

Water Enterprise Fund

Direct Costs		
	Joint Water	1,100,000
	Joint Water Reserve Fund	100,000
	Tri-Town	30,000
	Water Reserve Fund	50,000
	Non-2-1/2 Debt	1,278,367
	Other Expenses	105,000
	Subtotal	2,663,367
Indirect Costs		
	Selectmen	456
	Town Administrator	10,044
	Human Resources	3,107
	Accountant	11,164
	Assessor	8,468
	Treasurer/Collector	32,968
	Public Works	215,738
	Health/Dental Insurance	72,326
	Medicare	3,384
	Workers Comp	9,920
	Other Ins	40,956
	Pensions	51,155
	Life	287
	Unemployment	-
	Joint Water Indirect	253,634
	Subtotal	713,607
	Total	3,376,974

Motion: That the following sums be appropriated for the Water Enterprise: Direct Expenses of \$2,663,367 and that the \$2,663,367 be raised from the Water Enterprise revenues, Joint Water Receipts, and \$145,000 of FY19 Water Certified Retained Earnings; and that \$713,607 be appropriated in the General Fund Operating Budget and allocated to the Water Enterprise for funding via raised revenues.

Holbrook Finance Committee
FY21 Budget

Solid Waste Enterprise Fund

Direct Costs		
	Contract/Other	564,000
	Reserve Fund	15,000
	Subtotal	579,000
Indirect Costs		
	Selectmen	168.00
	Town Administrator	3,700.00
	Human Resources	1,145.00
	Accountant	2,784.00
	Assessor	-
	Treasurer/Collector	30,997.00
	Public Works	43,116.00
	Health Insurance	19,543.00
	Medicare	909.00
	Workers Comp	2,665.00
	Other Ins	4,972.00
	Pensions	13,742.00
	Life	80.00
	Unemployment	-
	Subtotal	123,821.00
	Total	702,821.00

Motion: That the following sums be appropriated for the Solid Waste Enterprise: Direct Expenses of \$579,000 and that the \$579,000 be raised from the Solid Waste Enterprise revenues; and that \$123,821 be appropriated in the General Fund Operating Budget and allocated to the Solid Waste Enterprise for funding via raised revenues.