

TOWN OF GROTON FINANCE COMMITTEE

*Monday, June 13, 2016: 6:00 p.m.
Groton Dunstable Middle School Cafeteria
344 Main St. Groton, MA*

Present for Finance Committee: G. Green (Chair), R. Hargraves (Vice Chair), Art Prest, D. Manugian, B. Robertson,

Absent: M. Bacon

Also Present: Mr. M. Haddad (Town Manager), Mr. B. Pease (BOS), Mr. J. Degen (BOS)

Documents available at the meeting: FinCom Presentation for Re-Consideration of Budget
Reserve Fund Transfer Requests: Town Hall/IT/Elections

Mr. Green called the meeting to order at 6:03 p.m.

Reserve Fund Transfer Requests:

Fire Engine 1 Repair – Ms. Dufresne explained that this repair is currently underway, and the Fire Chief has sufficient funds available in his FY16 budget. It is anticipated that the work will not be completed until FY17, but \$13,000 will be encumbered from FY16 for this purpose. Therefore, a Reserve Fund Transfer will not be necessary.

Elections Expenses – The committee reviewed the requests from the Town Clerk to transfer \$5,400 to Election Wages and \$4,900 to Election Expenses to cover the unforeseen costs of a Special Town Election to take place 6/30/16. Ms. Dufresne said she had checked the backup spreadsheet which appears to be calculated correctly. **On a motion by Mr. Manugian, seconded by Mr. Robertson, the Finance Committee voted unanimously to transfer \$5,400 from the Reserve Fund to Election Wages for FY16, and \$4,900 from the Reserve Fund to Election Expense for FY16. The Vote: 5-0-0**

IT Wages – Ms. Dufresne explained that the Desktop Specialist had resigned unexpectedly the previous week. After paying out the accrued vacation hours that were contractually owed to him, the wage account would need a supplement of \$830 to avoid a deficit on 6/30/16. Mr. Hargraves asked whether an exit interview had been done with that employee. Ms. Dufresne suggested that Mr. Hargraves speak to the H.R. Director for a definitive answer to that question. **On a motion by Mr. Hargraves, seconded by Mr. Manugian, the Finance Committee voted unanimously to transfer \$830 from the Reserve Fund to IT Wages for FY16. The Vote: 5-0-0**

Postage & Office General Expenses – Ms. Dufresne informed the group that this unforeseen expense was largely needed to cover the costs of hiring an individual to take minutes for the Charter Review Committee. The members discussed whether it was appropriate for tax payers to subsidize this type of obligation for town committees. Mr. Robertson felt it was difficult for committee members to actively participate in a discussion while accurately recording the meeting at the same time. Mr. Green said he was not convinced that he could support this expense; committees that require a budget should request funding from the BOS. It was pointed out that as the services have already been provided, it

would be difficult now to disallow the payment. Mr. Haddad joined the meeting and further explained that only \$5,000 of this request related to the cost for clerk services, and \$3,000 related to the cost of providing the 1st override ballot. He agreed to discuss the FinCom's concerns with the BOS should the CRC wish to pay for clerk services again next year. **On a motion by Mr. Robertson, seconded by Mr. Hargraves, the Finance Committee voted unanimously to transfer \$8,000 from the Reserve Fund to Postage and Office General Expenses FY16. The Vote: 5-0-0**

FinCom Presentation for Re-Consideration of Budget: Mr. Green distributed copies of his presentation to the members and summarized each of the slides. He particularly noted that he would have preferred to make a stronger statement in the "Looking Forward" section, but felt it was necessary to give the Budget Sustainability Committee time to develop some recommendations first. He said he would explain that should the override attempt fail, the school committee would have to meet to determine their next steps, however, the town would have a budget in place for FY17. The group briefly discussed health benefit vacancies and the impact of these on the proposed budget. The GDRSD contingent appropriations were also discussed with regard to the impact of these on the levy limit. Mr. Green explained the Moderator's plan to ask for a motion to re-consider previously voted budget items, and if that passes, how the meeting would proceed from there. The Finance Committee members reviewed the final meeting motions and presentation assignments.

Approval of Minutes:

On a motion by Mr. Hargraves, seconded by Mr. Robertson, the Finance Committee voted in the majority to approve the meeting minutes from 5/19/16 as drafted. The Vote: 4-0-1 (Mr. Green abstained)

On a motion by Mr. Hargraves, seconded by Mr. Manugian, the Finance Committee voted in the majority to approve the meeting minutes from 5/22/16 as drafted. The Vote: 4-0-1 (Mr. Green abstained)

On a motion by Mr. Hargraves, seconded by Mr. Robertson, the Finance Committee voted in the majority to approve the meeting minutes from 5/23/16 as drafted. The Vote: 4-0-1 (Mr. Green abstained)

Other Business:

Mr. Green mentioned that the town has begun advertising to fill the vacant seat on the Finance Committee. He asked the other members to spread the word to help generate applications from qualified candidates.

Liaison Reports:

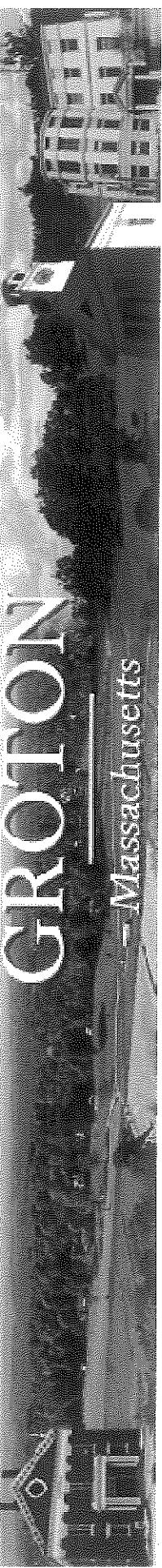
Mr. Pease informed the group that efforts to encourage the School Committee to adopt a Finance Committee to review their budget have met with considerable resistance. They have suggested a compromise by which four, non-voting members (1 FinCom delegate and 1 BOS delegate from each district town) would be permitted to aid in the budget process. Mr. Pease said that they are not willing to tolerate external interference in this matter. Mr. Degen echoed this saying that even the Superintendent is opposed to the idea of adopting a Finance Committee for the School District. Mr. Pease added that as the agreement and the budget process are ultimately "owned" by the district, they will likely have the final word in this matter. Mr. Green expressed his reluctance to support any updates to the regional district agreement unless it includes a District Finance Committee for oversight. He added that he hopes this committee will support his position. Mr. Pease cautioned that all regional agreements must be approved by the Department of Education, which may balk if they feel the Town is interfering.

Mr. Manugian suggested that the School Committee's Budget and Finance Sub-Committee should function very much as a Finance Committee would. Mr. Green replied that the crucial difference is that the sub-committee is made up of school committee members who may not have specific expertise in budgeting and finance. Mr. Degen recommended that the Finance Committee plan to attend the BOS meeting scheduled for 6/28/16 when this issue would be addressed in depth.

Mr. Green officially adjourned the meeting at 6:50 p.m.

Respectfully submitted,

Patricia Dufresne, Recording Secretary



Fiscal Year 2017
Town Meeting Budget Reconsideration

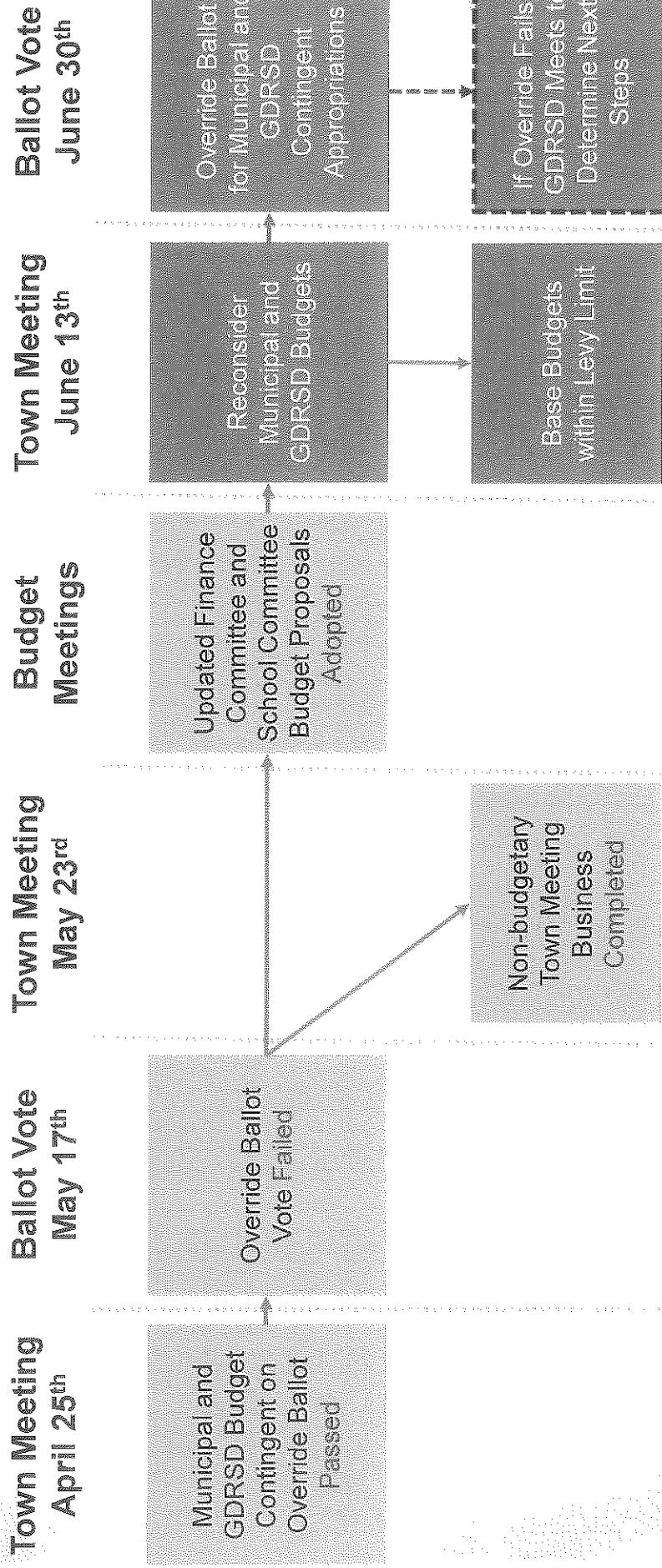
GROTON

Massachusetts

- Process update
- Budget update
- Why this is best path for the town
- Looking forward

Fiscal Year 2017 Budget Process

We
are
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Approach to Municipal Budget

- Appropriate funds for base budget
within levy limit
- Appropriate additional funding through
override to support level services



GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT

P.O. Box 729 • Groton, MA 01460-0729 • Tel: 978.448.5503 • Fax: 978.448.8402

Approach to GDRSD Budget

The GDRSD School Committee
certified a new budget

June 9, 2016

Michael Harrnett
Treasurer
Town of Groton
P.O.Box 380
Groton, MA 01450

Dear Michael,

The Groton-Dunstable Regional School Committee voted at its meeting on June 8, 2016 to adopt the new FY17 budget at \$39,099,830. Per the regional agreement with the Towns of Groton and Dunstable, the allocation is as follows:

Groton	Operating Assessment	\$ 19,090,410
	Debt Assessment	\$ 1,143,574
		\$ 20,233,984
Dunstable	Operating Assessment	\$ 5,407,036
	Debt Assessment	\$ 361,264
		\$ 5,768,320

Please contact me at 978.448.5505 if you have any questions regarding this letter.

Sincerely,

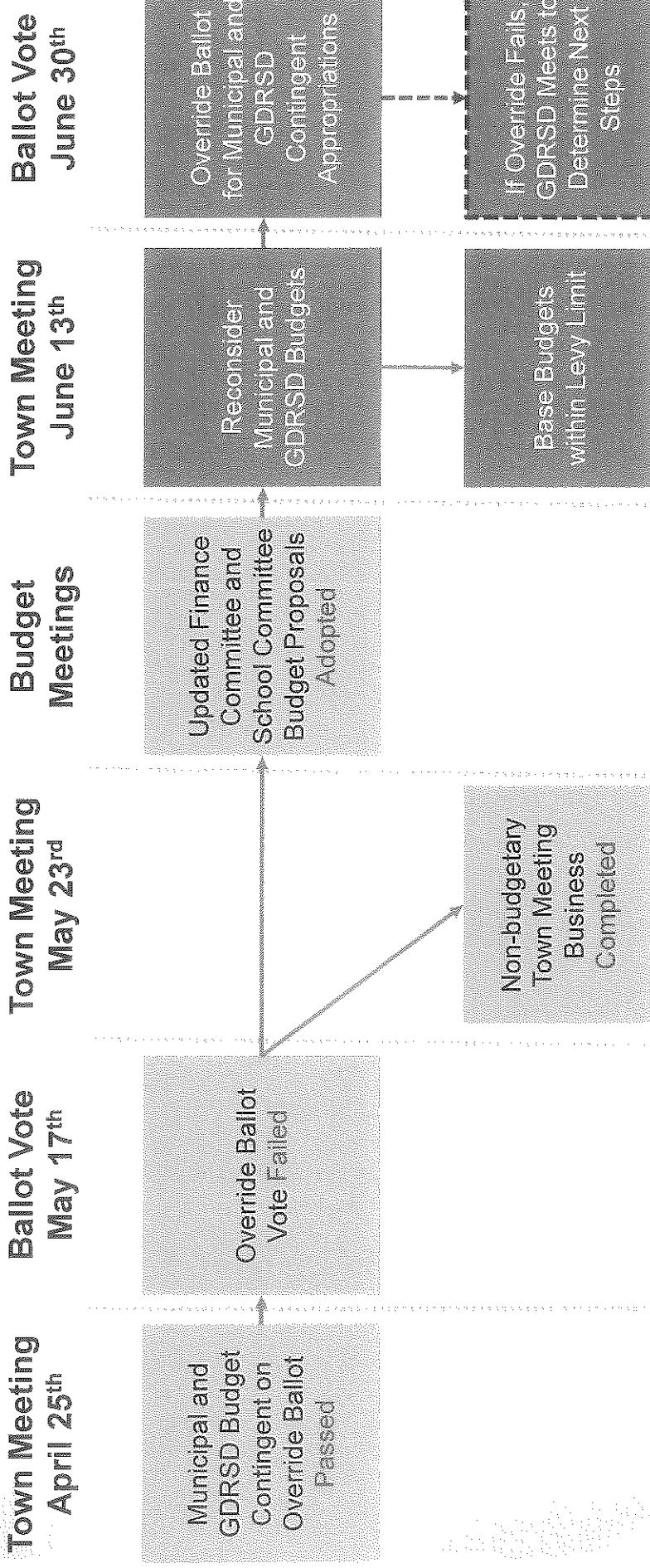
Fred Aponte

Treasurer

Cc: Selectmen Chair
Finance Committee Chair
Town Manager
School Committee Chair
Superintendent
Director of Business and Finance

Fiscal Year 2017 Budget Process

We
are
here



Municipal Budget Detail

- Base budget funded within the levy limit
- Funding through override to support level services:
 - IT Position - \$27,366
 - Municipal Building and Highway Position - \$41,760
 - Sargisson Beach Lifeguards - \$26,570
 - Benefit Vacancies - \$25,000
 - **Total: \$120,696**

GDRSD Level Services Portion of Budget

- Increase of \$1.6m (4.4%)
 - Groton assessment increase of \$1.3m (7.61%)
- Continues all services from current school year
- Includes \$500,000 for staff hired in FY16 to address special education requirements

Contingent Appropriations

GDRSD

Position	School	Salary/Benefits	FTEs Added
KF 1: Improve Student Performance in Key Areas			
Content Area Coordinator Coverage	High School	\$18,470	0.33
English Language Arts Teacher	High School	\$65,970	1.00
Literacy Teacher Specialist	Middle School	\$65,970	1.00
Math Teacher / Specialist	Middle School	\$65,970	1.00
Elementary Literacy Coordinator	Curr	\$92,000	1.00
Instructional Materials & Supplies	District	\$50,000	
Professional Development	District	\$71,219	
KF 1 Total		\$429,598	4.33
KF 2: Restore and Improve Programs in Non-core Subjects			
Library / Media Specialist	Middle School	\$65,970	1.00
KF 2 Total		\$65,970	1.00
KF 3: Comprehensive Social and Emotional Support			
Guidance Counselor	High School	\$65,970	1.00
Elementary Adjustment Counselor	Florence Roche	\$37,985	0.50
School Psychologist	Swallow Union	\$27,985	0.50
KF 3 Total	Special Ed.	\$43,582	0.60
KF 4: Improve Performance of Students with Disabilities and Meet Learning Needs		\$175,521	2.60
Math Specialist	Florence Roche	\$43,582	0.60
Reading Specialist	Swallow Union	\$22,388	0.40
	Middle School	\$27,985	0.50
Special Ed. Co-Teacher	Florence Roche	\$19,763	0.00
	Swallow Union	\$9,161	0.20
	Middle School	\$65,970	1.00
	Florence Roche	\$65,970	1.00
KF 4 Total		\$254,817	3.70
KF 5: Provide Essential Support Services			
Registered Nurse	High School	\$49,179	0.70
Custodians	Middle School	\$55,198	1.00
Nursing Assistant	Florence Roche	\$18,366	0.50
KF 5 Total		\$122,743	2.20
Grand Total		\$1,048,650	13.83

Contingent Appropriations Impact

Contingent Budget - Additional Requested Amount For Override To Be Held on June 30, 2016

LINE	DEPARTMENT/DESCRIPTION	FY 2017		FY 2017		ADDITIONAL IMPACT	ADDITIONAL IMPACT ON TAX RATE	AVERAGE IMPACT	AVERAGE IMPACT ON TAX BILL
		PROPOSED WITHIN LEVY	ADDITIONAL AMOUNT REQUESTED	PROPOSED WITH REQUESTED	OVERRIDE				
1100 Information Technology Salary	\$ 100,814	\$ 27,366	\$ 128,180	\$ 0.02	\$ 8.00				
1410 GDRSD Operating Expenses	\$ 18,399,093	\$ 69,317	\$ 19,060,410	\$ 0.43	\$ 172.00				
1540 Municipal Building & Minor Capital	\$ 87,252	\$ 41,760	\$ 129,012	\$ 0.03	\$ 12.00				
1681 Water Safety - Expenses & Maintenance	\$ -	\$ 26,570	\$ 26,570	\$ 0.02	\$ 8.00				
3010 Employee Benefits - Health Insurance	\$ 1,565,628	\$ 25,000	\$ 1,590,628	\$ 0.01	\$ 4.00				
TOTAL	\$ 20,152,737	\$ 812,013	\$ 20,964,800	\$ 0.51	\$ 204.00				

TOTAL TOWN BUDGET - WITH OVERRIDE
\$ 35,427,751

GRAND TOTAL - TOWN BUDGET
\$ 36,300,731

Budget Within Levy Limit

CATEGORIES	Appropriated	Proposed	Dollar Increase	Percentage Increase
	FY2016	FY2017		
Municipal Wages	\$6,820,119	\$6,923,909	\$103,790	1.52%
Employee Benefits	\$3,507,389	\$3,592,512	\$85,123	2.43%
Sub - Total	\$10,327,508	\$10,516,421	\$188,913	1.83%
Other	\$2,806,427	\$2,703,857	(\$102,570)	-3.65%
Sub - Total	\$13,133,935	\$13,220,278	\$86,343	0.66%
Debt Service	\$1,383,590	\$1,282,713	(\$100,877)	-7.29%
Total Municipal	\$14,517,525	\$14,502,991	(\$14,534)	-0.10%
GDRSD Operation	\$17,097,405	\$18,399,093	\$1,301,688	7.61%
GDRSD Debt	\$1,168,791	\$1,143,574	(\$25,217)	-2.16%
Nashoba Tech	\$596,609	\$570,080	(\$26,529)	-4.45%
Total Schools	\$18,862,805	\$20,112,747	\$1,249,942	6.63%
Grand Total	\$33,380,330	\$34,615,738	\$1,235,408	3.70%

Total Budget With Contingent Appropriations

CATEGORIES	EXPENDITURES BY MAJOR		Proposed	Dollar Increase	Percentage Increase
	FY2016	FY2017			
Municipal Wages	\$6,820,119	\$6,993,035	\$172,916	2.54%	
Employee Benefits	\$3,507,389	\$3,617,512	\$110,123	3.14%	
Sub - Total	\$10,327,508	\$10,610,547	\$283,039	2.74%	
Other	\$2,806,427	\$2,730,427	(\$76,000)	-2.71%	
Sub - Total	\$13,133,935	\$13,340,974	\$207,039	1.58%	
Debt Service	\$1,383,590	\$1,282,713	(\$100,877)	-7.29%	
Total Municipal	\$14,517,525	\$14,623,687	\$106,162	0.73%	
GDRSD Operation	\$17,097,405	\$19,090,410	\$1,993,005	11.66%	
GDRSD Debt	\$1,168,791	\$1,143,574	(\$25,217)	-2.16%	
Nashoba Tech	\$596,609	\$570,080	(\$26,529)	-4.45%	
Total Schools	\$18,862,805	\$20,804,064	\$1,941,259	10.29%	
Grand Total	\$33,380,330	\$35,427,751	\$2,047,421	6.13%	

Tax Impact Summary

Tax Impact Summary - With A General Override in FY 2017

Budget as of 5-28-2016

		<u>Actual FY 2016</u>	<u>Proposed FY 2017</u>	<u>Dollar Change</u>	<u>Percent Change</u>
1	Levy Capacity Used	\$ 26,777,844	\$ 28,024,639	\$ 1,246,795	4.66%
	Tax Rate on Levy Capacity Used	\$ 17.31	\$ 17.92	\$ 0.61	3.52%
	Average Tax Bill	\$ 6,924	\$ 7,168	\$ 244	3.52%
	Override of Proposition 2½	\$ -	\$ 812,013	\$ 812,013	100.00%
	Tax Rate on Override	\$ -	\$ 0.51	\$ 0.51	100.00%
2	Average Tax Bill	\$ -	\$ 204	\$ 204	100.00%
	Excluded Debt	\$ 2,275,350	\$ 2,232,427	\$ (42,923)	-1.89%
	Tax Rate on Excluded Debt	\$ 1.47	\$ 1.43	\$ (0.04)	-2.72%
	Average Tax Bill	\$ 588	\$ 572	\$ (16)	-2.72%
	Final Levy Used	\$ 29,053,194	\$ 31,069,079	\$ 2,015,885	6.94%
	Final Tax Rate	\$ 18.78	\$ 19.86	\$ 1.08	5.75%
4	Average Tax Bill	\$ 7,512	\$ 7,944	\$ 432	5.75%

Why This Is Best Approach

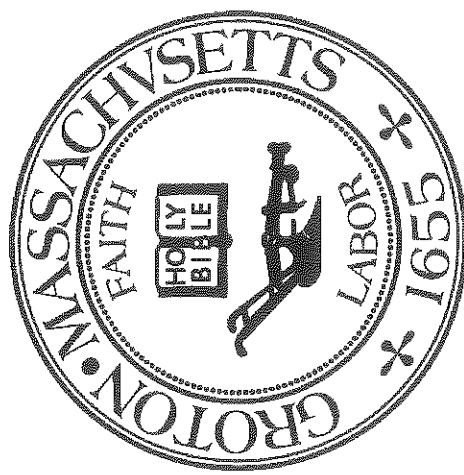
- Town and District budget in place prior to July 1st deadline
 - Town unable to spend money without a budget
 - GDRSD would operate monthly under 1/12 of previous year budget
 - Funds level services for GDRSD
 - Minimize impact to municipal services with \$120,696 reduction
- Override funds Municipal and GDRSD at requested levels
 - Prevents reduction in municipal service levels
 - Provides funding to meet most critical student needs

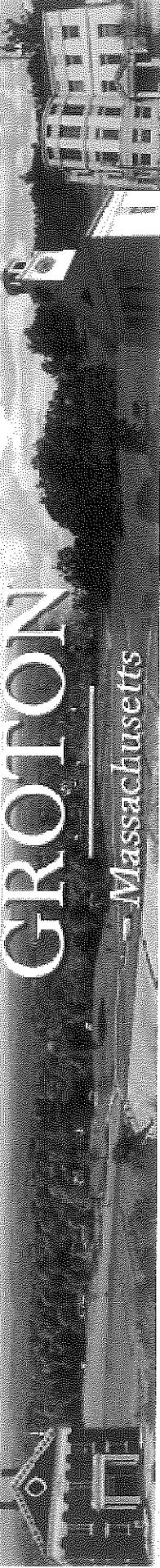
Looking Forward

- Municipal Sustainability Committee up and running
 - Analyzing budget from top to bottom
 - Investigating budget growth compared to macro environment
 - Discussing need for external operational review
- GDRSD forming Sustainability Advisory Committee
 - Investigating how to deliver the highest quality education most efficiently
 - Need to define scope and cost of external operational review

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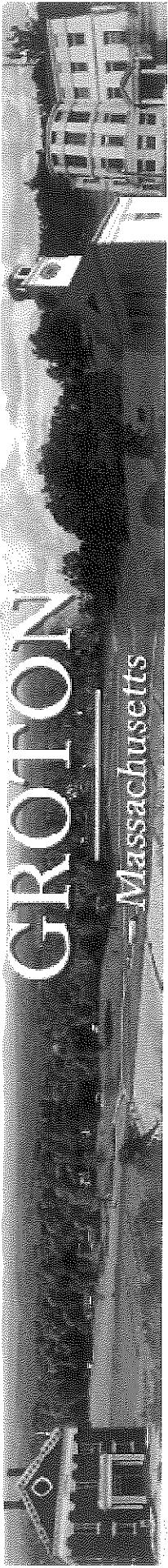
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The following slides are for backup purposes only.
They will only be used if necessary to answer questions from Town Meeting Floor.

Contingent GDRSSD Expenditure Detail

Position	School	Salary/Benefits	FTEs Added
KF 1: Improve Student Performance in Key Areas			
Content Area Coordinator Coverage	High School	\$18,470	0.33
English Language Arts Teacher	High School	\$65,970	1.00
Literacy Teacher Specialist	Middle School	\$65,970	1.00
Math Teacher/ Specialist	Middle School	\$65,970	1.00
Elementary Literacy Coordinator	Curr	\$92,000	1.00
Instructional Materials & Supplies	District	\$50,000	
Professional Development	District	\$71,219	
KF 1 Total		\$429,598	4.33
KF 2: Restore and Improve Programs in Non-core Subjects			
Library/ Media Specialist	Middle School	\$65,970	1.00
KF 2 Total		\$65,970	1.00
KF 3: Comprehensive Social and Emotional Support			
Guidance Counselor	High School	\$65,970	1.00
Elementary Adjustment Counselor	Florence Roche	\$37,985	0.50
School Psychologist	Swallow Union	\$27,985	0.50
	Special Ed.	\$43,582	0.60
KF 3 Total		\$175,521	2.60
KF 4: Improve Performance of Students with Disabilities and Meet Learning Needs			
Math Specialist	Florence Roche	\$43,582	0.60
	Swallow Union	\$22,388	0.40
Reading Specialist	Middle School	\$27,985	0.50
	Florence Roche	\$19,763	0.00
	Swallow Union	\$0.00	0.00



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Five Year Budget Forecast

	FY 2017	FY 2018	Percent Increase	FY 2019	Percent Increase	FY 2020	Percent Increase	FY 2021	Percent Increase	FY 2022	Percent Increase
Expenditures											
Municipal Wages	\$6,993,035	\$7,153,875	2.30%	\$7,236,952	2.00%	\$7,442,891	2.00%	\$7,591,749	2.00%	\$7,743,584	2.00%
Employee Benefits	\$3,617,512	\$3,919,338	8.34%	\$4,212,297	7.47%	\$4,338,154	2.99%	\$4,613,913	6.36%	\$4,930,753	6.87%
Municipal Expenses	\$2,730,427	\$2,757,731	1.00%	\$2,785,309	1.00%	\$2,813,162	1.00%	\$2,841,293	1.00%	\$2,869,706	1.00%
Debt Service - In Levy Capacity Only	\$134,505	\$97,383	-27.60%	\$99,180	1.85%	\$333,213	235.97%	\$330,631	-0.77%	\$324,971	-1.71%
Sub-Total of Municipal Budget	\$13,475,479	\$13,928,327	3.36%	\$14,353,738	3.34%	\$14,927,420	3.71%	\$15,377,586	3.02%	\$15,869,015	3.20%
Groton Dunstable Regional School	\$20,160,143	\$21,107,670	4.70%	\$22,099,730	4.70%	\$23,138,418	4.70%	\$24,225,923	4.70%	\$25,364,542	4.70%
Middle School Roof Debt Service	\$57,103	\$55,896	-2.11%	\$55,896	0.00%	\$55,896	0.00%	\$55,896	0.00%	\$55,896	0.00%
Nashoba Regional Technical High School	\$570,080	\$587,182	3.00%	\$604,798	3.00%	\$622,942	3.00%	\$641,630	3.00%	\$660,879	3.00%
Sub-Total of Schools Assessments	\$20,787,326	\$21,750,748	4.63%	\$22,750,424	4.64%	\$23,817,255	4.64%	\$24,923,449	4.64%	\$26,081,316	4.65%
Total Operating Expenses	\$34,262,805	\$35,679,075	4.13%	\$37,154,162	4.13%	\$38,744,676	4.28%	\$40,301,035	4.02%	\$41,950,331	4.09%
Sub-Total of Additional Appropriations	\$875,232	\$1,640,542	87.44%	\$1,502,056	-8.44%	\$1,520,459	1.23%	\$1,529,596	0.60%	\$1,540,834	0.73%
Grand Total Appropriations	\$35,138,037	\$37,319,617	6.21%	\$38,656,217	3.58%	\$40,265,135	4.16%	\$41,830,632	3.89%	\$43,491,165	3.97%
Grand Total Revenues	\$35,138,037	\$36,827,452	4.81%	\$37,799,046	2.64%	\$38,967,420	3.09%	\$40,143,157	3.02%	\$41,350,142	3.01%
Surplus/(Deficit)	\$0)	\$492,164)		\$185,717)		\$1,129,715)		\$1,168,475)		\$2,141,023)	19

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5 Year Forecast Observations

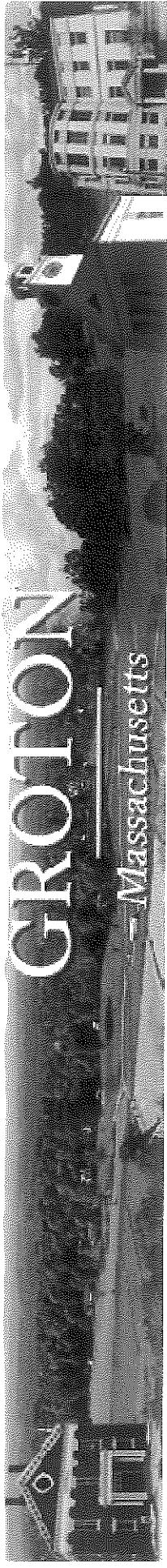
Municipal operating budget forecasted to grow ~3.2% per year

GDRSD assessment forecasted to grow 4.7% per year

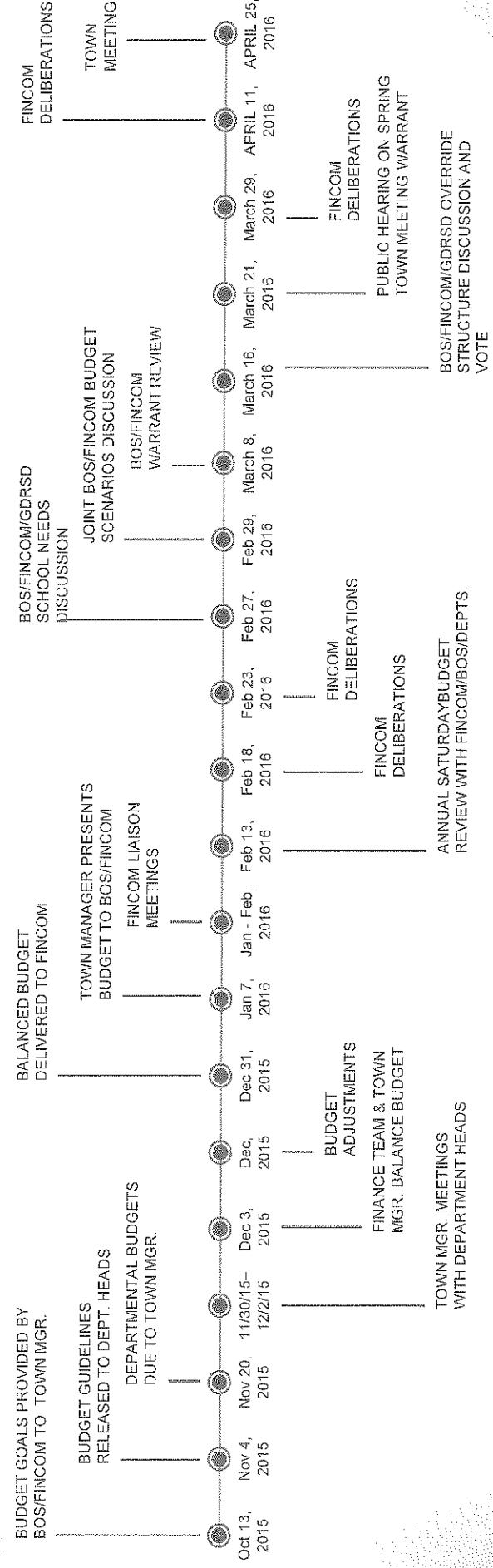
~3.5% is achievable within the Levy Limit

At growth levels above 3.5%, we need:

- Additional revenues
- Reduced spending
- Future overrides



Town of Groton Budget Timeline



GROWING

Expenditures	FY 2015 (Actuals)	FY 2016 (Appropriated)	Inc/(Dec) % 2015-2016	FY 2017 (Proposed)	Inc/(Dec) \$ 2016-2017	Inc/(Dec) % 2016-2017
General Government	\$1,791,130	\$1,939,434	8.3%	\$1,907,548	(\$37,885)	(2.0%)
Land Use Departments	\$407,038	\$422,912	3.9%	\$425,576	\$2,663	0.6%
Protection of Persons and Property	\$3,341,010	\$3,621,983	8.4%	\$3,669,831	\$47,848	1.3%
Department of Public Works	\$2,042,784	\$2,102,507	2.9%	\$2,142,673	\$40,166	1.9%
Library and Citizen Services	\$1,633,141	\$1,539,710	(5.7%)	\$1,583,894	\$44,124	2.9%
Debt	\$1,418,721	\$1,383,590	(2.5%)	\$1,282,713	(\$100,877)	(7.3%)
Employee Benefits	\$3,171,724	\$3,507,389	10.6%	\$3,617,512	\$110,123	3.1%
Sub-Total (Without Debt)	\$12,386,827	\$13,133,935	6.0%	\$15,340,374	\$207,039	1.6%
Sub-Total Municipal	\$13,805,588	\$14,517,525	5.2%	\$14,623,887	\$106,162	0.7%
GDRSD	\$16,521,807	\$17,097,405	3.5%	\$26,160,442	\$3,062,738	17.9%
GDRSD Debt	\$1,234,216	\$1,168,791	(5.3%)	\$1,143,521	(\$25,217)	(2.2%)
NVTHS	\$572,775	\$596,609	4.2%	\$570,000	(\$26,529)	(4.4%)
Sub-Total School	\$18,328,798	\$18,862,805	2.9%	\$21,873,797	\$3,010,992	16.0%
Total Municipal Operating Budget	\$32,134,346	\$33,380,330	3.9%	\$36,497,444	\$3,117,154	9.3%
Additional Appropriations						
Capital Budget Request	\$635,190	\$404,145	(36.4%)	\$425,980	\$22,835	5.7%
Enterprise Funds	\$1,924,762	\$2,125,157	10.4%	\$1,953,908	(\$171,251)	(8.1%)
Other	\$555,027	\$455,132	(18%)	\$466,003	\$19,132	(2.0%)
Sub-Total Additional Appropriations	\$3,114,979	\$2,984,434	(4.2%)	\$1,825,901	(\$157,548)	(5.3%)
Grand Total Appropriations	\$35,249,325	\$36,364,764	3.2%	\$38,374,378	\$2,959,606	8.1%

GROTON

Massachusetts

EXPENDITURES BY MAJOR

CATEGORIES

	Appropriated	Proposed	Dollar Increase	Percentage Increase
	FY 2016	FY 2017		
Municipal Wages	\$6,820,119	\$6,993,035	\$172,916	2.54%
Employee Benefits	\$3,507,389	\$3,617,512	\$110,123	3.14%
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Debt Service	\$1,383,590	\$1,282,713	(\$100,877)	-7.29%
Total Municipal	\$14,517,525	\$14,623,887	\$106,162	0.73%
Regional Schools	\$18,862,805	\$21,873,797	\$3,010,992	15.96%
Grand Total	\$33,380,330	\$36,497,484	\$3,117,154	9.34%

GROWON

- Massachusetts

Revenues	FY 2015 (Actuals)	FY 2016 (Appropriated)	Inc/(Dec) % 2015-2016	FY 2017 (Proposed)	Inc/(Dec) \$ 2016-2017	Inc/(Dec) % 2016-2017
Property Tax	\$26,002,556	\$27,029,638	3.9%	\$29,924,385	\$2,894,747	10.7%
State Aid	\$828,915	\$856,513	3.3%	\$982,722	\$7,209	0.8%
Local Receipts	\$3,564,000	\$3,644,255	2.3%	\$3,697,950	\$53,695	1.5%
Free Cash	\$150,000	\$81,500	(45.7%)	\$-	(\$81,500)	(100.0%)
Other Available Funds	\$455,000	\$200,000	(56.0%)	\$225,100	\$25,000	12.5%
Sub-Total Revenues	\$31,000,471	\$31,811,906	2.6%	\$34,711,057	\$2,899,151	9.1%
Unexpended Tax Capacity	\$464,488	(\$251,794)	(45.8%)		\$251,794	(100.0%)
Sub-Total Revenues	\$30,535,983	\$31,560,112	3.4%	\$34,711,057	\$3,150,945	10.0%
Excluded Debt	\$2,433,390	\$2,275,350	(6.5%)	\$2,232,427	(\$42,923)	(1.9%)
Stabilization Fund	\$-	\$-		\$-	\$-	0.0%
Capital Stabilization Fund	\$355,190	\$404,145	13.8%	\$426,980	\$22,835	5.7%
Enterprise Funds	\$1,924,762	\$2,125,157	10.4%	\$1,953,906	\$171,251	8.1%
Total Available Revenues	\$35,249,325	\$36,364,764	3.2%	\$39,324,370	\$2,959,606	8.1%

GROTON

- Massachusetts

	Actual	Proposed	Dollar Change	Percent Change
FY 2016	\$26,777,844	\$28,004,639*	\$1,246,795	4.66%
Levy Capacity Used	\$17.31	\$17.92	\$0.61	3.52%
Average Tax Bill	\$6,924	\$7,458	\$244	3.52%
Override of Proposition 2½		\$1,899,746		100.00%
Tax Rate on Override		\$1.21	\$1.21	100.00%
Average Tax Bill		\$484	\$484	100.00%
Excluded Debt	\$2,275,350	\$2,231,427	\$(42,923)	-1.89%
Tax Rate on Excluded Debt	\$1.47	\$1.43	\$(0.04)	-2.72%
Average Tax Bill	\$588	\$572	\$(16)	-2.72%
Final Levy Used	\$29,053,194	\$32,036,812	\$3,103,618	10.68%
Final Tax Rate	\$18.78	\$19.56	\$1.78	9.48%
Average Tax Bill	\$7,512	\$8,224	\$712	9.48%

*Includes anticipated new growth of \$17 million.

RFT #7

B&P FY16-31

REQUEST FOR TRANSFER FROM THE RESERVE FUND

(To be submitted in triplicate)

Date 5/18/16

Advisory Board
Town of Groton

Gentlemen:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 8,000.00
2. To be transferred to: Postage + Office Supplies
(give name of appropriation)
3. Present balance in said appropriation: \$ 3,969.00
4. The amount requested will be used for (give specific purpose):
TO COVER COSTS ASSOCIATED WITH MINUTE TAKING FOR
CHARTER REVIEW COMMITTEE MEETINGS AND ADDITIONAL
PRINTING FOR TOWN MEETING + BALLOT OVERRIDE QUESTION.
5. This expenditure is extraordinary and/or unforeseen for the following reasons:

SAME AS STATED ABOVE

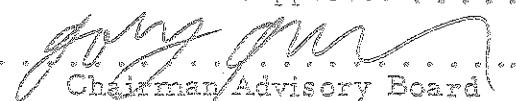

Hull Whalen
Officer or Department Head

Action of Advisory Board

Date of Meeting 6-13-16 Number Present and Voting 5

Transfer voted in the sum of \$ 8,000.00

Transfer disapproved


John J. Marz
Chairman Advisory Board

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred.

LT #8
640 P/631

REQUEST FOR TRANSFER FROM THE RESERVE FUND
(To be submitted in triplicate)

Date 6-13-76

Advisory Board
Town of Groton

Gentlemen:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 830.00
2. To be transferred to: *IT wages*
(give name of appropriation)
3. Present balance in said appropriation: \$ 4,447.36
4. The amount requested will be used for (give specific purpose):
Vacation payout for exiting employee
5. This expenditure is extraordinary and/or unforeseen for the following reasons:
Employee resignation was unexpected.

RJS
Officer or Department Head

Action of Advisory Board

Date of Meeting 6-13-76 Number Present and Voting 5
Transfer voted in the sum of \$ 830

Transfer disapproved
JW
Chairman Advisory Board

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred.

RFT #9
BUD FY16 31

REQUEST FOR TRANSFER FROM THE RESERVE FUND

(To be submitted in triplicate)

Date June 13, 2016

Advisory Board
Town of Groton

Gentlemen:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 5,400.00
2. To be transferred to: Election Wages
(give name of appropriation)
3. Present balance in said appropriation: \$ 7,677.40
4. The amount requested will be used for (give specific purpose):
Election worker and police detail staffing
at the June 20, 2016 Special Town Election
5. This expenditure is extraordinary and/or unforeseen for the following reasons:
Election was unexpected and not budgeted


Nellie Sargent
Officer or Department Head

Action of Advisory Board

Date of Meeting 6-13-16, Number Present and Voting 5

Transfer voted in the sum of \$ 5,400.00

Transfer disapproved


Chairman Advisory Board

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred.

- RFT #10
Bud FY1631

REQUEST FOR TRANSFER FROM THE RESERVE FUND
(To be submitted in triplicate)

Date *June 13, 2016*

Advisory Board
Town of Groton

Gentlemen:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 4,800.00
2. To be transferred to: *Election, 6/14/16, Expenses*
(give name of appropriation)
3. Present balance in said appropriation: \$ 2,364.28
4. The amount requested will be used for (give specific purpose):
*Expenses associated with June 14, 2016 Special Town Election:
Ballot coding, Ballot mounting, printings and
making of information booklet, food for election workers*
5. This expenditure is extraordinary and/or unforeseen for the following reasons:
Elections were unexpected and not budgeted

Melinda Bond
Officer or Department Head

Action of Advisory Board

Date of Meeting *6/13/16*, Number Present and Voting *7*

Transfer voted in the sum of \$ 4,800.00

Transfer disapproved

J. M. M.
Chairman Advisory Board

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred.

JUNE 30 2016 SPECIAL TOWN ELECTION BUDGET				
	Estimated Cost	Invoice Amount	Staffing costs	Expenses
	Total Cost			Notes
Ballot Machine Coding (vendor estimates)				
AutoMARK	\$ 400.00			
ImageCAST	\$ 500.00	\$ 500.00		
Fed-ex	\$ 50.00			
Total Programming (Invoiced if known or estimated)				
Ballot printing (Vendor estimate)				
7070 ballots	\$ 1,750.00	\$ 1,626.10		
Shipping and Handling	\$ 150.00	\$ 94.00		
Total Ballots (invoiced amount)				
Staffing				
Election day payroll	\$ 3,150.00			
Setup	\$ 40.00			
Town Clerk -June 10 8:00 PM Voter registration	\$ -	Mike will cover		
(3) Police details - 2 at the Polls and 1 traffic	\$ 2,200.00			
Total Staffing				
Information Booklet				
Printing	\$ 700.00			
Mailing	\$ 1,000.00			
Total cost of Information booklet				
Meals				
Breakfast food	\$ 85.00			
Dinners	\$ 425.00			
Total food				
Sub-total costs				
Total Election Cost				
				\$ 10,270.10

162 - 5/20 Election ballot

162 - 5/20 Election meals

162 - 5/20 Election booklet

Election

162 - 5/20

Election

162 - 5/20

Election