

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
GENERAL GOVERNMENT							
Selectmen							
1	Personnel	169,317	216,135	232,603	246,143	253,559	
2	Town Audit	15,000	15,000	15,000	20,000	20,000	
	Expenses	11,391	7,491	13,359	11,270	11,500	
	Copy Machine	3,275	3,730	3,238	3,800	3,800	
	Postage	15,745	16,393	15,887	17,000	17,000	
	Court Judgements						
3	Total Expenses	30,411	27,613	32,484	32,070	32,300	
	Total Selectmen	214,728	258,748	280,087	298,213	305,859	2.56%
Finance Committee							
4	Expenses	176	191	176	200	200	0.00%
Finance Department							
	Personnel	302,526	312,304	343,494	330,587	318,859	
	Certification Compensation	2,000	2,000	1,192	2,000	2,000	
5	Total Personnel	304,526	314,304	344,686	332,587	320,859	
	Technology Services & Supplies	35,486	36,247	30,682	See line #7 below	See line #7 below	
	Expenses	89,145	89,949	92,750	98,090	100,230	
6	Total Expenses	124,631	126,196	123,431	98,090	100,230	
7	Technology	9,442	9,592	16,749	75,000	75,000	
	Total Finance Department	438,599	450,092	484,866	505,677	496,089	-1.90%
Legal							
	Town Counsel Fees & Expenses	30,318	38,114	30,172	33,000	35,000	
	Other Legal Fees & Expenses	14,876	18,347	27,029	18,000	20,000	
8	Total Legal	45,194	56,461	57,201	51,000	55,000	7.84%
Personnel Board							
9	Expenses	-	-	-	100	100	0.00%
Town Clerk							
	Personnel	67,424	68,775	70,426	71,560	71,007	
	Certification Compensation	1,000	1,000	1,000	1,000	1,000	
10	Total Personnel	68,424	69,775	71,426	72,560	72,007	
	Expenses	1,560	2,090	1,709	2,725	4,625	
	Publications Reprinting/Codification	3,020	3,909	5,050	5,200	5,200	
11	Total Expenses	4,580	5,999	6,759	7,925	9,825	
	Total Town Clerk	73,004	75,774	78,185	80,485	81,832	1.67%
Elections & Registrars							
	Registrars' Honoraria	500	500	500	500	500	
	Expenses	5,168	7,959	5,325	8,700	4,700	
	Census	416	677	690	800	800	
12	Total Elections & Registrars	6,084	9,137	6,515	10,000	6,000	-40.00%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
Land Use Boards							
13	Personnel	50,550	52,712	53,972	54,841	55,664	
	Office Supplies	805	376	369	1,000	1,000	
	Purchase Services	1,754	2,656	8,424	1,600	1,600	
	MRPC Assessment	1,579	1,618	1,659	1,660	1,742	
14	Total Expenses	4,138	4,651	10,452	4,260	4,342	
	Total Land Use Boards	54,688	57,363	64,424	59,101	60,006	1.53%
* Personnel includes \$12,223 to be transferred from Wetland Bylaw Fees.							
Public Buildings							
16	Personnel	25,508	26,016	26,346	27,075	27,481	
	Operating Expenses	33,027	54,635	39,502	34,530	35,530	
	Energy	120,294	94,240	79,147	128,000	128,000	
	Maintenance & Equipment	13,927	24,345	59,770	78,000	77,000	
	Waste Water Treatment Ops.	84,689	60,859	85,479	85,000	85,000	
17	Total Expenses	251,936	234,079	263,898	325,530	325,530	
	Total Public Buildings	277,444	260,095	290,244	352,605	353,011	0.12%
Annual Town Reports							
18	Expenses	3,280	3,468	3,560	4,000	4,000	0.00%
	TOTAL GENERAL GOVT.	1,113,197	1,171,328	1,265,258	1,361,381	1,362,097	0.05%
PUBLIC SAFETY							
Police Department							
19	Personnel	785,092	876,645	879,960	904,347	912,117	
	Public Safety Building	22,827	29,554	40,723	20,800	20,800	
	Cruiser Maintenance	14,605	10,143	8,703	10,000	10,000	
	Supplies & Expenses	50,762	55,088	48,412	50,050	52,750	
20	Total Expenses	88,194	94,785	97,838	80,850	83,550	
21	Police Vehicle	27,868	29,000	34,213	34,213	34,213	
	Total Police Department	901,154	1,000,430	1,012,011	1,019,410	1,029,880	1.03%
Communications Department							
	Personnel	74,613					
	Expenses	177,335	195,266	193,576	187,293	167,293	
22	Total Communications Department	251,948	195,266	193,576	187,293	167,293	-10.68%
Fire Department							
23	Personnel	166,636	178,912	188,613	210,707	219,803	
	Expenses	56,401	75,135	49,832	46,000	49,650	
	Radio Replacement & Repair	2,250	2,990	2,340	2,250	2,500	
	Protective Equipment	9,024	8,980	5,078	11,225	11,325	
24	Total Expenses	67,675	87,105	57,250	59,475	63,475	
	Total Fire Department	234,310	266,017	245,863	270,182	283,278	4.85%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
Ambulance*							
	Personnel					64,964	
	Expenses	-	72,427	134,968	102,000	108,740	
	Training	-	18,731	25,883	27,000	28,500	
25	Total Ambulance	-	91,158	160,852	129,000	202,204	56.75%
* Note : The Ambulance budget will be paid out of the Ambulance Revolving Account (see Revolving Account Article further on in warrant).							
Building & Zoning Inspector							
26	Fees & Expenses	47,371	42,494	62,175	50,000	50,000	0.00%
Gas Inspector							
27	Fees & Expenses	3,579	3,564	3,522	4,000	4,000	0.00%
Plumbing Inspector							
28	Fees & Expenses	6,551	7,469	5,425	7,000	7,000	0.00%
Wiring Inspector							
29	Fees & Expenses	9,926	12,700	10,099	11,000	11,000	0.00%
Animal Control							
	Personnel	16,500	16,500	16,500	16,500	16,500	
	Expenses	374	722	459	750	750	
30	Total Animal Control	16,874	17,222	16,959	17,250	17,250	0.00%
Tree Warden							
31	Expenses	14,000	14,519	13,361	14,000	14,000	0.00%
TOTAL PUBLIC SAFETY		1,485,713	1,650,839	1,723,841	1,709,135	1,583,701	-7.34%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18
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SCHOOLS

Local Schools

32	<u>Administration</u>						
	Salaries/Benefits	368,987	388,937	415,380	419,292	429,931	
	Transportation	252,660	257,492	257,660	273,293	323,000	
	Other Expenses	169,569	126,529	132,642	119,834	115,094	
	Total Administration	791,216	772,958	805,682	812,419	868,025	
	<u>Maintenance</u>						
	Salaries	438,507	448,466	457,540	464,869	146,110	
	Utilities	270,362	279,526	303,000	303,000	253,000	
	Other Expenses	189,999	321,419	224,502	256,434	660,785	
	Total Maintenance	898,868	1,049,411	985,042	1,024,303	1,059,895	
	<u>Hildreth Elementary School</u>						
	Salaries	2,520,202	2,555,545	2,500,758	2,481,818	2,572,730	
	Expenses	98,627	112,278	121,539	123,537	174,963	
	Total Elementary	2,618,829	2,667,823	2,622,297	2,605,355	2,747,693	
	<u>The Bromfield School</u>						
	Salaries	3,684,019	3,956,238	4,016,018	4,113,427	4,156,336	
	Expenses	132,689	213,678	198,788	231,069	194,878	
	Total Bromfield	3,816,708	4,169,916	4,214,806	4,344,496	4,351,214	
	<u>Pupil Personnel Services (SPED)</u>						
	Salaries	1,873,135	1,960,989	2,115,468	2,211,636	2,260,718	
	Other Expenses	22,614	53,679	102,398	83,532	86,164	
	Collaborative Services	795,316	402,618	520,202	458,258	793,278	
	Transportation	377,503	310,723	384,446	370,868	314,683	
	Tuition	361,296	252,357	123,712	239,402	67,603	
	Pre-School Salaries	125,902	100,808	103,733	53,868	54,717	
	Pre-School Expenses	2,392	1,545	1,153	2,284	1,480	
	Total Pupil Personnel Services	3,558,158	3,082,719	3,351,112	3,419,848	3,578,643	
	<u>Technology</u>						
	Salaries	130,626	143,226	150,009	246,518	250,311	
	Expenses	106,847	129,866	145,657	153,702	150,024	
	Total Technology	237,473	273,092	295,666	400,220	400,335	
	Total Local Schools	11,921,252	12,015,919	12,274,605	12,606,641	13,005,805	3.17%

33	Montachusett Regional Voc. Tech.	75,069	98,949	121,504	94,718	112,487	18.76%
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TOTAL SCHOOLS	11,996,321	12,114,868	12,396,109	12,701,359	13,118,292	3.28%
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PHYSICAL ENVIRONMENT

Dept. of Public Works

34	Personnel	721,272	687,410	674,209	715,303	716,776	
	Maintenance & Equipment	169,532	92,542	103,433	140,600	91,900	
	Fuel	90,447	78,925	51,946	72,500	73,500	
	Improvements & Construction	38,077	56,229	73,103	54,000	105,250	
	Snow & Ice Removal	187,405	351,537	193,347	112,000	112,000	
	Telephone & Electricity	9,377	9,917	9,313	11,400	11,550	
35	Total Expenses	494,838	589,149	431,142	390,500	394,200	
36	Small Equipment Repair/Replace.	69,603	68,791	26,504	30,000	30,000	
	Total Dept. of Public Works	1,285,713	1,345,351	1,131,856	1,135,803	1,140,976	0.46%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
Solid Waste Transfer							
	Transfer Station Expenses	163,530	141,891	162,974	167,100	165,850	
	Hazardous Waste Disposal *	3,907	3,907	9,173	3,907	3,907	
37	Total Solid Waste Transfer	167,437	145,798	172,147	171,007	169,757	-0.73%
Street Lights & Traffic Signal							
38	Expenses	5,652	7,670	9,578	6,500	6,500	0.00%
Water Department							
39	Expenses	16,371	18,564	17,987	18,200	18,400	1.10%
Pond Committee							
40	Expenses	8,987	19,423	25,030	28,000	28,000	0.00%
Cemeteries							
41	Expenses	846	1,577	1,819	2,500	2,500	0.00%
TOTAL PHYSICAL ENVIRONMENT		1,485,006	1,538,383	1,358,417	1,362,010	1,366,133	0.30%
HUMAN SERVICES							
Board of Health							
42	Personnel	9,051	10,524	9,022	8,165	13,642	
	Expenses	927	1,108	764	1,146	1,100	
	Nashoba Assoc. Boards of Health	20,558	20,558	16,035	21,380	23,261	
	Minuteman Home Center	1,146	1,146	1,146	1,160	1,146	
43	Total Expenses	22,631	22,812	17,944	23,686	25,507	
	Total Board of Health	31,682	33,336	26,966	31,851	39,149	22.91%
Council on Aging							
44	Personnel	86,504	86,931	88,429	114,462	118,395	
45	MART Personnel	31,385	30,255	33,161	35,409	36,303	
46	Expenses	1,993	1,900	1,933	1,995	1,995	
47	MART Van Expenses	221	818	612	1,000	1,000	
	Total Expenses	2,214	2,718	2,545	2,995	2,995	
	Total Council on Aging	120,103	119,903	124,136	152,866	157,693	3.16%
Veterans' Services							
	Personnel	2,500	5,200	5,200	5,200	5,200	
	Expenses	325	1,194	134	1,500	1,500	
	Benefits	12,900	12,105	14,736	12,000	12,000	
	Total Expenses	13,225	13,299	14,870	13,500	13,500	
48	Total Veterans' Services	15,725	18,499	20,070	18,700	18,700	0.00%
TOTAL HUMAN SERVICES		167,510	171,739	171,172	203,417	215,542	5.96%

Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18
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CULTURE AND RECREATION

Library

49	Personnel	387,341	399,340	408,855	413,798	425,729	
50	Expenses	147,694	148,013	149,384	153,889	154,808	
	Total Library	535,035	547,353	558,239	567,687	580,537	2.26%

* \$5,000 to be transferred from Library Expendable Trust Funds.

Cable Access

51	Personnel				56,438	-	
	Expenses				7,700	44,000	
	Equipment				5,000	-	
52	Total Expenses				12,700	44,000	
	Total Cable Access	-	-	-	69,138	44,000	-36.36%

Parks & Recreation

53	Commons & Schools/Grounds Exp.	21,664	18,183	26,824	31,650	31,650	
54	Beach Expense	13,271	14,308	15,530	18,347	18,347	
55	Beach Personnel - Director	11,508	10,951	11,508	13,234	14,448	
	Total Parks & Recreation	46,443	43,442	53,862	63,231	64,445	1.92%

Historical Commission

56	Expenses	2,790	69	-	500	500	0.00%
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Agricultural Commission

57	Expenses	-	-	-	500	500	0.00%
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TOTAL CULTURE AND RECREATION	584,268	590,864	612,101	701,056	689,982	-1.58%
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INSURANCE AND FRINGES

Property/Liability

58	Insurance	140,873	125,753	107,966	146,450	195,000	33.15%
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Employee Benefits

	Worcester Regional Retirement	627,103	665,399	682,457	737,805	770,909	
	Workers' Compensation Insurance	70,896	91,787	100,363	100,000	110,000	
	Unemployment Insurance	51,767	3,496	21,097	60,000	60,000	
	Medicare	186,785	199,643	199,975	191,760	195,000	
	Health Insurance	2,190,457	2,046,430	2,090,765	2,463,022	2,580,000	
	Life Insurance	21,454	5,528	-	12,000	12,000	
	Deferred Compensation	11,982	13,347	15,483	13,000	13,000	
	Disability Insurance	24,313	31,479	21,900	27,000	27,000	
	Benefits Administration	1,235	1,976	57	2,500	2,500	
	OPEB Trust Funding (\$250,000 in FY14)		425,000	450,000	450,000	450,000	
59	Total Employee Benefits	3,185,992	3,484,085	3,582,097	4,057,087	4,220,409	17.82%

TOTAL INSURANCE & FRINGES	3,326,865	3,609,838	3,690,063	4,203,537	4,415,409	5.04%
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TOTAL OPERATING BEFORE DEBT	20,158,879	20,847,859	21,216,961	22,241,895	22,751,156	2.29%
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NON-EXCLUDED DEBT

Debt Expense

60	Debt (Public Bldg. Sewer Connections)	6,500	3,328	5,000	31,800	13,925	-56.21%
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Town of Harvard FY18 Omnibus Budget

Line #	Department/Account	Actual FY14	Actual FY15	Actual FY16	Budget FY17	Request FY18	
BAN Interest & Borrowing Cost							
61	Borrowing Cost	-	-	-	2,500	3,100	24.00%

TOTAL NON-EXCLUDED DEBT	6,500	3,328	5,000	34,300	17,025	-50.36%
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TOTAL OPERATING AFTER NON-EXCLUDED DEBT	20,165,379	20,851,187	21,221,961	22,276,195	22,768,181	2.21%
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EXCLUDED DEBT

Permanent Debt

	Public Safety Building (2000) Principal	145,000	140,000	140,000	135,000	130,000	
	Public Safety Building (2000) Interest	20,775	17,925	15,125	12,375	9,563	
	Bromfield School (2004) Principal	350,000	350,000	350,000	345,000	340,000	
	Bromfield School (2004) Interest	49,594	75,406	66,358	60,813	53,538	
	Library (2004) Principal	150,000	150,000	145,000	140,000	140,000	
	Library (2004) Interest	36,943	31,716	27,888	25,038	22,063	
	School Roof (2006) Principal	125,000	125,000	125,000	125,000	-	
	School Roof (2006) Interest	16,725	11,677	6,521	2,656	-	
	Sewer Project (net of Betterments) Prin.	50,180	43,048	43,983	44,545	50,149	
	Sewer Project (net of Betterments) Int.	21,868	19,988	19,128	18,088	17,180	
	Town Hall Principal (net of CPA)				112,500	115,000	
	Town Hall Interest				90,000	50,838	
	Littleton County Road Principal				58,000	55,000	
	Littleton County Road Interest				25,720	14,300	
	Fire Tanker Truck Principal				25,000	25,000	
	Fire Tanker Truck Interest				14,000	7,750	
	Hildreth House Accessibility Principal					66,000	
	Hildreth House Accessibility Interest					37,230	
	H.E.S. Feasibility Study Principal					71,000	
	H.E.S. Feasibility Study Interest					8,280	
62	Total Payments	966,085	964,760	939,003	1,233,735	1,212,891	-1.69%

Temporary Debt

	Exempt BAN	20,287	1,854	-	-	100,540	
63		20,287	1,854	-	-	100,540	100.00%

TOTAL EXCLUDED DEBT	986,372	966,614	939,003	1,233,735	1,313,431	6.46%
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GRAND TOTAL OMNIBUS BUDGET	21,151,751	21,817,801	22,160,964	23,509,930	24,081,612	2.43%
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ENTERPRISE FUND:

Sewer Department

	Sewer Personnel						
	Personnel						
	Operating Expenses	150,000	100,000	100,000	100,000	100,000	
	Debt Service (from Betterments)	<i>incl. above</i>	90,710	90,710	91,483	91,657	
	Total Expenses	150,000	190,710	190,710	191,483	191,657	
64	Total Sewer Enterprise	150,000	190,710	190,710	191,483	191,657	0.09%

All operating expenses to be funded by rates and fees.

Sewer Debt funded by exempt debt and betterments.