



Town Budget Presentation to Finance Committee

Fiscal Year 2017

January 20, 2016

FINANCE COMMITTEE DIRECTIVES

- ◆ Present a **no override** budget for
Fiscal Year 17
- ◆ A budget submission that is **no more than
2.6 percent over FY 16 budget**

ADVANCING THE FINANCE COMMITTEE'S DIRECTIVES

- ◆ The Town's Fiscal FY16 Budget was
\$22,346,265
- ◆ The Town's Proposed FY17 Budget is
\$22,927,267
- ◆ Total increase: \$581,002 or an increase
of 2.6 percent

FISCAL 17 BUDGET CREATION

- ◆ This budget was created by reviewing budget requests (after removing fixed costs, like benefits, department heads were given directive to increase by 1.5 percent).
- ◆ After receiving requests, budget team met with each department head to review concerns and requests.
- ◆ Budgets are reviewed line item by line item to make certain that funding is adequate, spending is prudent and departments are operating with necessary resources.

Please note: our health insurance number and local aid numbers are still an estimate and subject to change.

FY17 BUDGET GOALS

- ◆ Maintain current high-level of services for residents
- ◆ Tighten and improve operations and increase efficiency
- ◆ Continue to attract great talent to Sudbury
- ◆ Anticipate the needs of the future due to the increased development interest in Sudbury
- ◆ Anticipate the operating and maintenance costs of the new Police Station
- ◆ Meet or exceed the needs and expectations of the Board of Selectmen and of our residents, while maintaining our fiscal stability

RECENT PROGRESS

- ◆ Improved and increased maintenance to municipal buildings and properties, increasing efficiency and prolonging operational life
- ◆ Construction and opening of new Police Station
- ◆ Maintenance and reconstruction of culverts
- ◆ Successful completion of the Sudbury's Historical Town Center project
- ◆ Creation of the Budget Strategies Task Force









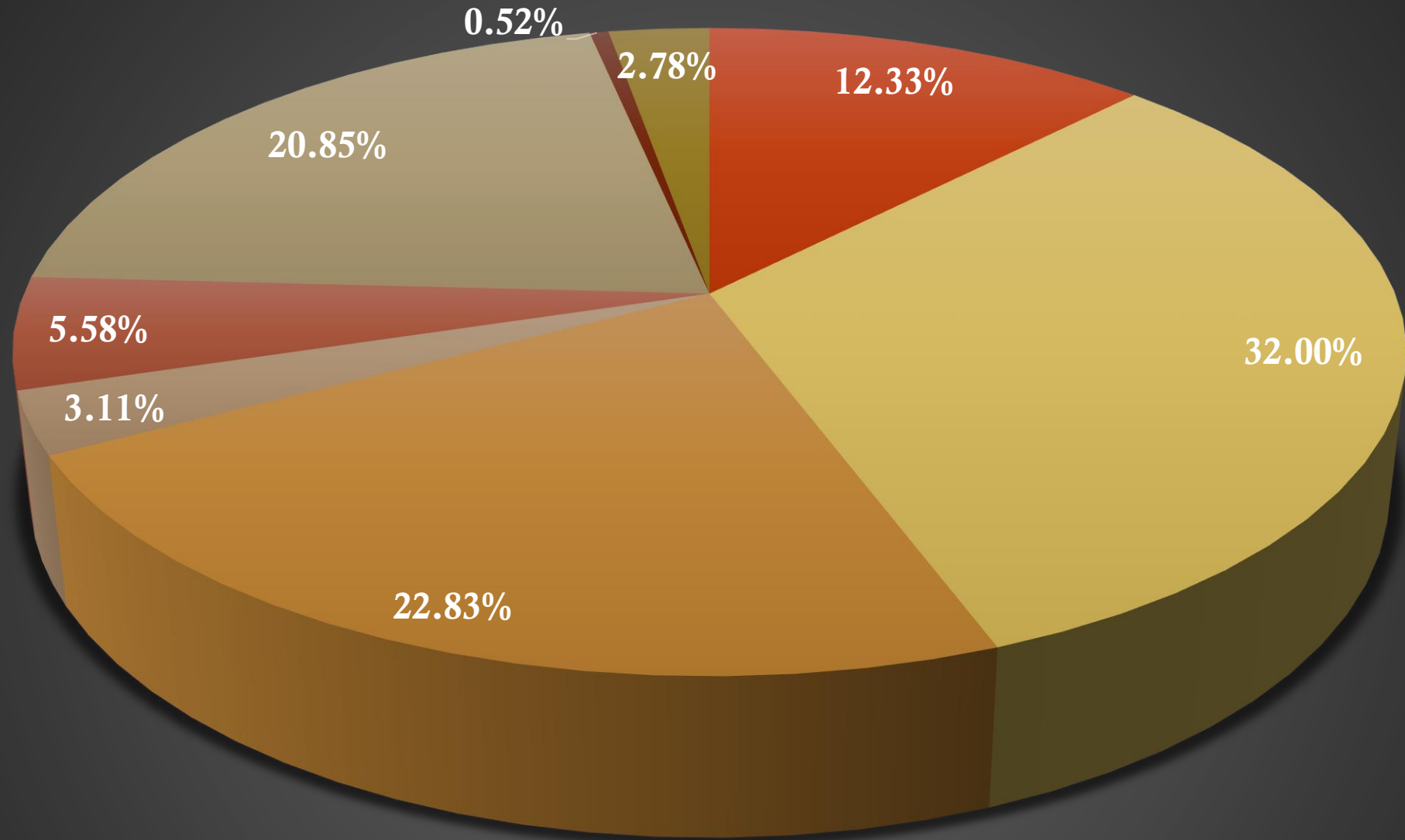


IDENTIFYING FUTURE NEEDS THROUGH THE BUDGET PROCESS

- ◆ Improved financial policies, through technology
- ◆ Future compliance with Storm Water Regulations
- ◆ Mitigation of municipal services impacts occurring due to new development and changes in populations
- ◆ Continued maintenance of our buildings and infrastructure to avoid future large costs
- ◆ Strategic Planning Committee for Capital Funding Committee continues its work.

FY16 TO FY17 BUDGET COMPARISON

Department	Fiscal 16	Fiscal 17	% change
General Government	\$2,719,850	\$2,830,926	4.1
Public Safety	\$7,218,029	\$7,332,129	1.58
Public Works	\$5,362,060	\$5,243,131	(2.27)
Human Services	\$659,188	\$713,912	8.3
Culture and Recreation	\$1,233,397	\$1,282,232	3.96
Employee Benefits and Insurances	\$4,566,368	\$4,787,045	4.8
2/3 rd cost of OPEB	\$62,402	\$119,766	91.93
Other	\$524,971	\$618,126	17.74
Total	\$22,346,265	\$22,927,267	2.6



■ General Government

■ Public Safety

■ Public Works

■ Human Services

■ Culture and Recreation

■ Employee Benefits

■ OPEB

■ Other

IMPORTANT NOTES

- ◆ Funding in reserves to account for COLAs not yet given
- ◆ This budget is seeing the impact of two years of COLAs as none of our successor CBAs were settled at that time.
- ◆ Despite that, with smart financing and some innovative thinking, we were able to propose several new initiatives or expansions to improve town operations and repair current operational deficits.
- ◆ The original budget requests received by Department Heads totaled: \$23,073,515.
- ◆ Today I will go through budget priorities, but the full budgets will be available in the budget book due at the end of this month.

BUDGET PRIORITIES

- ◆ Up until now Facilities and Building were sharing an assistant, a situation that isn't working. This budget will give each department its own assistant.
 - ◆ .75 FTE increase
 - ◆ Cost: \$38,054

BUDGET PRIORITIES (cont'd)

- ◆ The Council on Aging is seeing a large uptick in need for their Information and Referral Specialist. We are increasing this position to full time from part time
- ◆ Studies show that Sudbury's elderly population has increased over the past six years (14% increase) and is expected to steadily increase until 2030.
 - ◆ Cost: \$22,424

BUDGET PRIORITIES (cont'd)

- ◆ Consolidation of Storm water engineer with Assistant Planner to create Environmental Planner
 - ◆ Resulting in a decrease of 1 position, but creating a more attractive and effective position in the Planning Department.
 - ◆ Cost: -31,103

BUDGET PRIORITIES (cont'd)

- ◇ Part-time custodian for Police Station
 - ◇ Cost: \$19,572
- ◇ Planning will be seeing a very busy year
 - ◇ Add 10 hours a week to the Administrative Asst.
 - ◇ Cost: \$16,898
- ◇ Town Manager/BOS Budget
 - ◇ Increase Clerk from 17 hours to 34 hours
 - ◇ This person will not only work in this office, but also be a floater helping in offices that are short staffed.
 - ◇ Cost: \$19,536

BUDGET PRIORITIES (cont'd)

- ◆ We accounted for a change to employee salaries (particularly for the Rec and for election workers) to adjust for the changes in the minimum wage.
 - ◆ Cost between enterprise fund budgets and general operating budget approximately \$7,000
- ◆ We budgeted for the first hazardous waste day in over 3 years
 - ◆ Cost \$15,000
- ◆ We budgeted for a new plotter for the Engineering department.
 - ◆ Cost \$10,000

BUDGET PRIORITIES (cont'd)

- ◆ We proposed placing GPS trackers in all DPW vehicles, and trackers to be installed in our contractors' snow plow vehicles.
 - ◆ Cost \$14,000
- ◆ Finally, we budgeted for small software changes with a big impact.
 - ◆ Purchase order software
 - ◆ Changes to agenda software
 - ◆ Cost \$6,000

TOWN STAFFING LEVELS

	FY15	FY16	FY17	% Change 16 to 17
Town Staffing	161.01	162.88	165.89	1.8%

CRITICAL NEEDS

- ◇ This budget does not include many critical needs requested:
 - ◇ Increase in staffing for building inspectors to help with increased needs.
 - ◇ Roof permits alone were up by 400 since last year.
 - ◇ Conservation Commission Assistant
 - ◇ Office will be closed during afternoon inspections
 - ◇ Archivist at Goodnow Library
 - ◇ Additional firefighters.
 - ◇ We have the same staffing levels as the 1970s and we are running an ambulance service.
 - ◇ Level funded snow and ice
 - ◇ No increase in funding for parks and grounds
 - ◇ No additional money to maintain town culverts
 - ◇ Level Funded town wide operation accounts, like copiers and postage.

DEPARTMENT HEADS

- ◆ Departments heads have gathered here with us tonight to discuss the need for these changes in their departments. This is, unfortunately, only some of what they requested and many of those requests will become part of our five year plan.
- ◆ I know that each of them would be eager to answer your questions and address any concerns you may have regarding changes.

THANK YOU

- ◆ I'd like to take the opportunity to thank my budget team: Maryanne Bilodeau and Andrew Vanni, as well as Robin Porcella.
- ◆ Additionally, I'd like to thank the Department Heads. Each of them submitted a thoughtful and concise budget, met with the budget team, and truly educated me on Sudbury.
- ◆ And finally, thank you to the Finance Committee, particularly Susan Berry, for their guidance throughout this budget season.

QUESTIONS AND DISCUSSION

