



# **Town of Stow Digital Budget Book**



**Final Version - 4/19/2023**

Last updated 04/20/23





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# INTRODUCTION

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## Town Administrator's Recommendation

To: Select Board, Finance Committee, and Stow Residents

From: Denise M. Dembkoski, Town Administrator

Re: FY24 Budget Recommendations

Date: April 3, 2024

The Fiscal Year 2024 (FY24) Operating Budget process provided an opportunity for management to, once again, undertake an honest assessment of town functions to determine what is working and what changes are necessary. Some of the recommended changes contained within this memorandum will have cost implications for the FY24 budget. Beginning in the FY23 budget, we started making some necessary staffing changes, which would bring the needed staffing levels up to par on an operational standpoint. This FY24 budget includes some new or modified staffing to take the next step towards our goal of providing the most resources to our residents, while maintaining a streamlined and efficient budget.

Like last year, we are still getting out from under the accumulation of years of conservative budgeting, which while assisting the town in limiting our expenditure outlay and increased our Unused Levy Capacity to \$2.4M, created other operational issues within the Town. We took major steps with the addition of an Assistant Town Administrator to function as the Human Resources Director, and were also able to add highway, library staff, as well as facilities and community services staff. This year we will focus on public safety.

At the 2021 Annual Town Meeting, I presented changes to the Wage & Classification Schedules after a consultant was brought in to review the salaries of non-union staff. With these new schedules in place, we had to determine how employees would advance through the steps. At the 2022 Annual Town Meeting, Article 56 was unanimously approved, which changed the bylaw to allocate a step increase for July 1, 2023 to those in Grades 1 – 5. Therefore, this year, in addition to the 3% Cost of Living Adjustment (COLA), all employees in Grades 1 – 5, who were in steps 1 thru 11 will be granted a step increase. Employees in Grades 6 to 8 will be given the 3% COLA, as their step increase is not until next year (FY25).

Additionally, the Police Officers and Firefighters union contracts will expire on June 30, 2023. As the writing of this letter, the negotiations for the Police Union are still ongoing, so we made some assumptions for salary and budgetary purposes.

We continue to look for ways to streamline processes and make things more efficient. At the end of FY23, Karen Kelleher, ZBA Administrative Assistant is retiring and instead of trying to replace her knowledge and expertise with someone new, we are rolling the ZBA duties into the Planning Department. This will allow all land-use items to be consolidated under one department.

I am also working on consolidating all facility expenses. In the past, some buildings had to budget for their own heating, electric, trash pickup, landscaping, while the Town Building and Pompo were consolidated under the facilities budget. This year, I am moving those expenses from the library, police, and highway into the facility department.

In addition to these increases, there are a few new personnel related changes that I am recommending for FY24, which are articulated below.



In this budget, I am recommending the following staffing changes:

- Adding One (1) full-time patrol officer
- Adding Two (2) full-time firefighters
- Moving the Procurement/Grants Administrator into the General Fund Budget

Full – Time Patrol Officer – Given the changes with the State and the new POST (Peace Officer Standards & Training) Commission, it has been increasingly more difficult for smaller towns to continue using Reserve Police Officers, as they now require the same level of training as fully certified officers. As a result, the Chief requested adding a full-time officer to the roster. With the proposed new developments at Athens Lane, Stow Acres, and the addition to Elizabeth Brook (Plantation) Apartments, and the overtime shifts that have gone unfilled by current officers, it was determined to be a necessary addition. The cost associated with this change is estimated at \$74,792 or a .65% increase in the municipal budget.

Adding Two (2) full-time Firefighter/EMTs – With the increase in medical calls, there have been more and more calls for service at the same time as another call. Adding two more full-time members to the department will allow for more efficiency in response times. Additionally, this will allow us to have one full-time member on every shift in the fire department. Currently we are operating the overnights with per-diem employees plus call employees. Our current hybrid model of full-time and call firefighters is sustainable, provided we add the resources that are necessary to sustain services to the expanding population. These two positions will give us more accountability and stability throughout the department and shifts while supplementing the full-time staff with per diems and call members.

We have applied for a federal grant for these positions and should this budget pass, we will not fill those positions until we hear on the grant. Only in the event that the grant is not successful, will we utilize the budgeted funds. The cost associated with these changes is: \$117,411.84 or a 1.02% increase in the municipal budget.

Moving the Procurement/Grants Administrator into the General Fund Budget – With the influx of monies from the Federal Government by way of the CARES Act and ARPA Funds, we had an increase in purchases and projects. It became necessary to bring on board someone to focus on the procurement laws (both federal and state) and track grants for us. In 2022, the Select Board authorized use of \$65,000 in ARPA funds to hire a Procurement/Grants Administrator. That position was filled in October 2022 and quickly became an integral part of the team. The addition of this position has allowed Department Heads to focus on running their department and not having to research and write bid specs or contracts. For Fiscal Year 2024, I am moving this position into the General Fund budget, at a cost of \$62,500 or .54% of the municipal budget increase. It is expected, however, that this position will generate savings on bidding and bring in grant revenue to offset the cost of the position.

#### Expenses

The only significant increase in the expense side of the municipal budget occurs in the Technology Budget. Since 2020, the Town has been able to utilize federal revenues (CARES Act, ARPA Funds) to cover some large technology upgrades. As the available funds in those accounts winds down, over the next few budget years we need to incorporate the cost of these services into the general fund budget. This year, I am including the cost of our phone system and the Office 365 licensing into the budget. The licenses and fees associated with these items is approximately \$50,000 or .44% of the municipal budget.

#### Municipal

For the proposed FY24 Budget, municipal salaries account for 54% of the municipal budget and 19% of the entire General Fund Budget. Municipal expenses makes up 14% of the municipal budget and only 5% of the overall General Fund Budget. Municipal Insurance and Debt Service represents 31% of the Municipal Budget and 11% of the overall General Fund Budget.

***For every one dollar of taxes paid to the Town of Stow, twenty-five (\$.25) cents covers the entire Municipal Budget, including insurance and non-excluded debt.***

#### Education



As is the case most years, we have received assessments from the two school districts (Nashoba Regional School and Minuteman Vocational) with increases totaling just under \$1M combined. This increase is an increase of more than 4.61% over the FY23 assessments and \$177,681 more than the increased tax revenue we project under Prop 2 ½.

The 20.02% assessment increase (or \$429,421) at Minuteman is mainly due to increased enrollment and less out-of-district students attending. Since the new school opened, Minuteman has seen an increase in applications, primarily from member towns. As a result of fewer out-of-district students attending, the member towns need to pay more to cover those costs. Additionally, over the last several years, Stow's enrollment at Minuteman has increased to 65 students up from just 19 students five years ago.

The Nashoba increase is not as cut and dry to articulate. They have established their budget with an overall increase of about 3.55% over FY23. There is not one driving factor that we can point to as the basis for the increase. As a result of their total budget increase, Stow's assessment has increased 2.82% (or \$523,540) over the FY23 assessment.

The total FY24 Budget recommendation is increased by 5.42% over FY23. The two schools represent a total of 65% of the entire General Fund Budget and have an FY24 increase of \$952K combined or by 3.03% and the municipal budgets have increased by 2.39%.

***For every one dollar of taxes paid to the Town of Stow, sixty-one (\$.61) cents goes towards the Nashoba and Minuteman Education Budgets.***

***For every one dollar of taxes paid to the Town of Stow, fourteen (\$.14) cents is used to pay the debt exclusions voted on by the taxpayers at the ballot.***

There were other small changes within the FY24 Budget Proposal, but all other budgetary impacts were minor, as there are no proposed new programs. During FY24, we will continue to look for ways to make doing business with the Town more efficient while also remaining cost effective.

This year, the General Fund article requests have increased by more than 40% over the FY23 requests. There are a number of new initiatives that are being undertaken by Departments, Boards and Committees, that account for the almost \$200,000 in increased requests, bringing the total of articles seeking to raise and appropriate from taxes, to \$671,733.

The Capital Plan requests also increased this year. As a result, I am recommending a combination of using free cash and borrowing. The recommendation for funding with free cash is \$583,298, which is down from last year's recommendation of \$823,500. But I am recommending three items to be borrowed and paid for within the town's tax levy. The total of those items is \$1,451,800. With inventory delays of up to two years, this will allow us to sign a purchase order, but not hold up cash, while we wait one to two years for delivery. It will also allow us to repair aging infrastructure within the general fund budget, while budgeting for a principal and interest payment over a number of years and not all at once. This plan of sharing the expenditures between the town and the taxpayers is looked upon favorably by the rating agencies and is expected to have a positive impact on future borrowings.

As I indicated in my letter last year, the Town is still in the process of catching up from years of static staffing levels, even though the number of residents has continued to grow. We will evaluate staffing levels each year to ensure that the service level we provide to our residents continues to increase but in the most cost effective and efficient manner.

I believe this FY24 budget is necessary for effective Town operations and ask for your support. I welcome an opportunity to discuss the FY24 Budget and answer any questions anyone may have.

Thank you.



# Population Overview



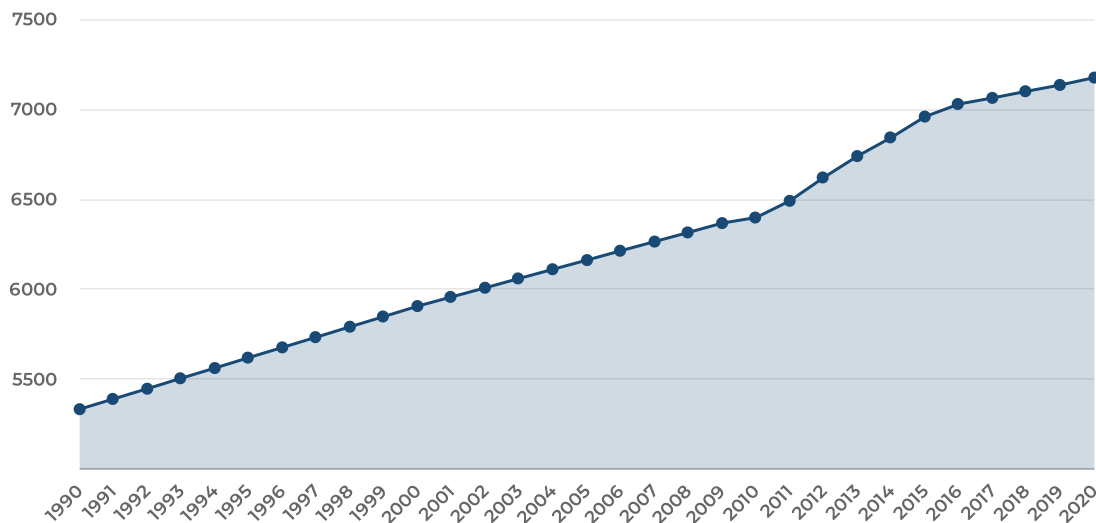
TOTAL POPULATION

**7,174**

▲ **.6%**  
vs. 2019

GROWTH RANK

**191** out of **351**  
Municipalities in Massachusetts



\* Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses



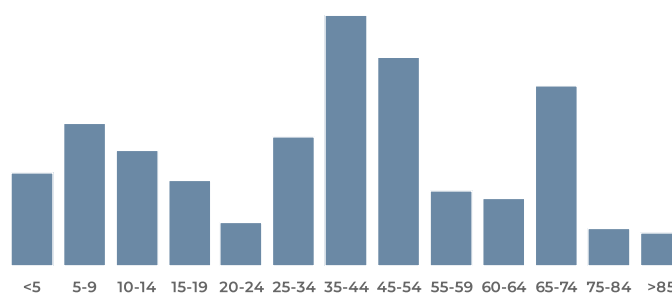
DAYTIME POPULATION

**5,930**

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

\* Data Source: American Community Survey 5-year estimates

## POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

\* Data Source: American Community Survey 5-year estimates

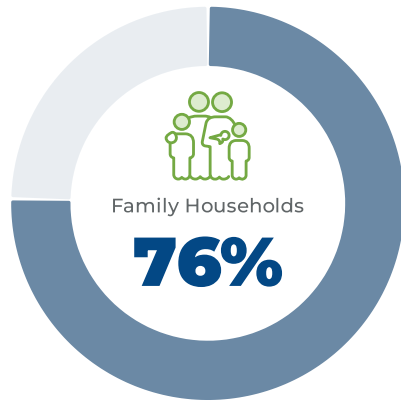


## Household Analysis

TOTAL HOUSEHOLDS

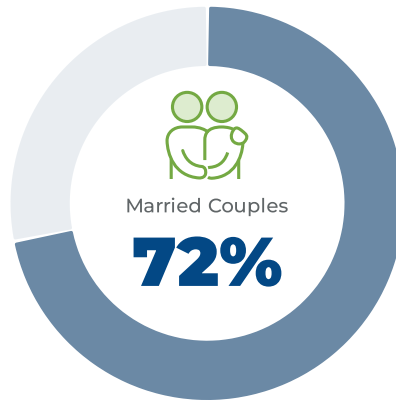
**2,569**

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



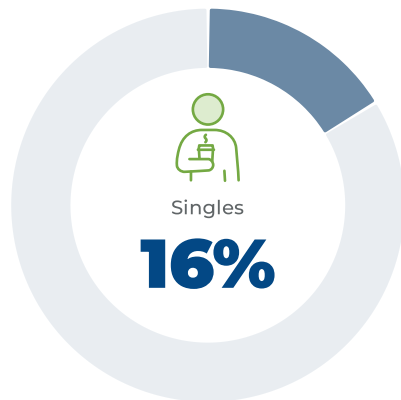
▲ 61%

higher than state average



▲ 53%

higher than state average



▼ 44%

lower than state average



▼ 49%

lower than state average

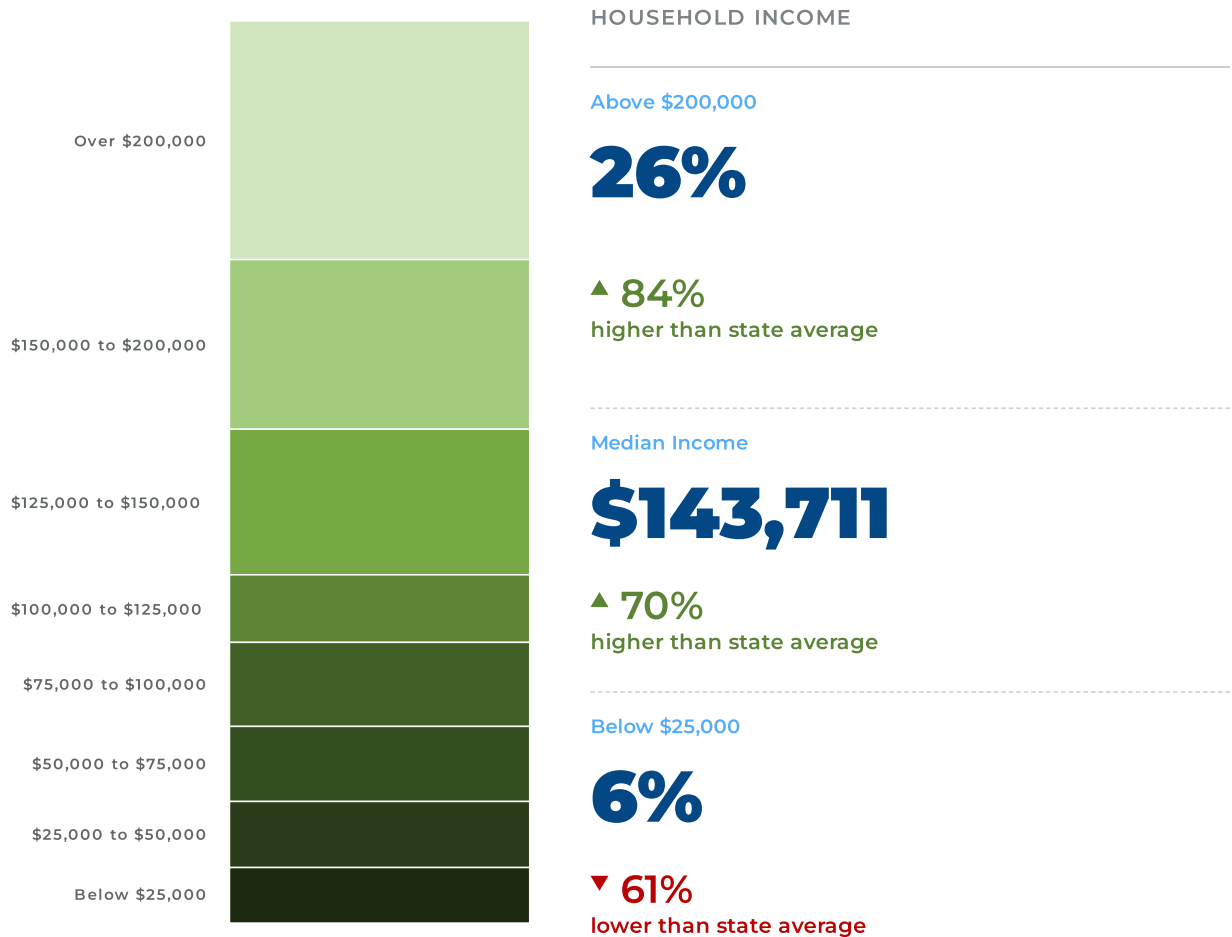
*\* Data Source: American Community Survey 5-year estimates*





## Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



*\* Data Source: American Community Survey 5-year estimates*

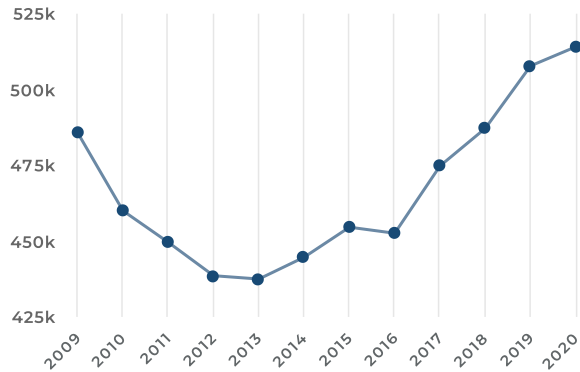


# Housing Overview



2020 MEDIAN HOME VALUE

**\$514,100**



\* Data Source: 2020 US Census Bureau

(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

HOME OWNERS VS RENTERS

Stow

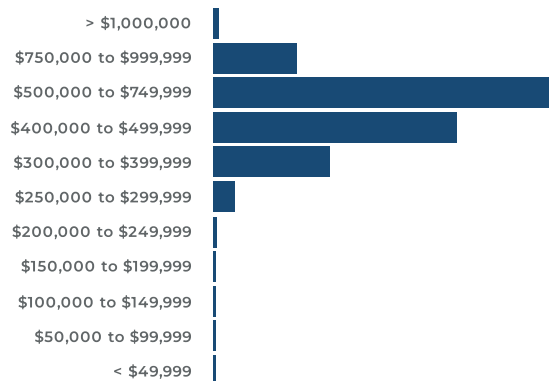
State Avg.



\* Data Source: 2020 US Census Bureau

(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

## HOME VALUE DISTRIBUTION



\* Data Source: 2020 US Census Bureau

(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.



# Budget Guidelines

To: Department Heads  
Administrative Staff  
Boards & Committees

From: Denise M. Dembkoski, Town Administrator



Cc: Select Board  
Finance Committee

Date: November 16, 2022

Re: Town Administrator's Fiscal Year 2024 Message

## Budget Development Guidelines

I am pleased to provide you with the Fiscal 2024 Budget Package. Please note that the deadline for submitting your Fiscal Year 2024 budget request is January 6, 2023.

This year, we will once again be using ClearGov.com for all budget requests. All requests must be entered into the software and all documents must be uploaded into the system. If you do not have access to ClearGov to upload your budget request, please let me know.

Departments are still required to provide a budget cover letter and mission statement. Please keep in mind any departmental goals you have and how your budget request may assist in meeting those goals. For the personnel breakdown, you will need to upload an FY24 Salary History and Budget Request spreadsheet to backup your request. (I'm still working with ClearGov to add this functionality in their system for future years.)

Our organizational wide goal must be to work together to establish policies and systems predicated on providing an efficient and effective government to the citizens of Stow which will result in a sustainable level of service, regardless of economic conditions and the availability of other revenue sources.

I am requesting that all department heads, in conjunction with their staff, review their operation and look for any process improvements, innovations, or regional initiatives that will make us a more efficient organization. In developing your FY24 departmental budget requests, you should include a 3% COLA for all non-union employee wages and salaries. If you need to know which step members of your department are on, please let me know. Please be reminded, last year we revised Section 20 of the Classification and Salary Plan in the Personnel Bylaw. For July 1, 2023, only Grades 1 to 5 will receive a step increase on top of the COLA increase. Currently, the Highway Union has a settled contract for FY24, all other unions will be embarking on negotiations. If contracts are not settled by the time you submit your budget, salaries will need to be adjusted after-the-fact.

**All budgets should be developed assuming NO MORE THAN a total 3% increase from the Fiscal Year 2023 Town Meeting approved amount.** If you would like to provide information regarding requests you feel are important to your department that would require an increase greater than **3%**, you may do so with supporting documentation justifying said request. ***Please keep in mind, this budget will be developed around necessities and not wants.***

I am available to answer any questions you have about the budget package or process during this time that you are developing your budget submission. I would strongly recommend that you begin preparing your budget now so that you will not be rushing to meet the completion deadline. Additionally, department heads serving a Board or Committee should submit your proposed budget for their review and approval vote prior to the submission deadline.



## Capital Requests

Please use the Capital Budgeting section of ClearGov to add your FY24 Capital Planning requests. Please upload all relevant quotes, pictures, and documents through that portal and provide all relevant information. Additionally, please add in your projections for FY25-FY28 through this portal. **Capital requests are due by December 31, 2022.**

## Budget Cover Letter

The budget cover letter should guide the reader through your budget and articulate significant changes in a department's budget, and the reasons for these changes and any new initiatives you are requesting funding for. List the proposed FY24 cost of any new initiative, as well as, any future commitments and the benefits that will be realized from this initiative. Any other pertinent budget or departmental information should be included in this letter. This should be uploaded to your department budget in ClearGov.

## Budget Meetings

Budgetary meetings will be scheduled upon receipt of all required documents. The basic purpose of reviewing the budget is to assure that adequate but not surplus resources are being allocated to each department in providing services to citizens. An in-depth review of each line item is conducted with a zero-based budgeting concept in mind. This type of review ensures that thoughtful consideration is given to budgeting for each item and results in the deletion of items not essential to the operation of a specific program or department.

I intend to post the full budget document on our website, so residents/town meeting members will be able to see your full budget requests and any supporting documentation. Please be sure to submit all documents via ClearGov through the upload feature.

It is very difficult to provide what every department feels they need and to respond to the many desires and needs of our citizens. I have faith that the departments will continue to keep that in mind while producing this budget. I am looking forward to working with you during this budget process as we creatively provide for the residents of Stow.

Finally, it is important for you all to know, that once I have a budget recommendation, I will defend that recommendation against scrutiny and/or questions, whether from the Select Board, Finance Committee, or Town Meeting. You may still be asked to meet with the finance committee and capital planning committee to discuss your requests, so I appreciate your cooperation with those requests.

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# DEPARTMENTS

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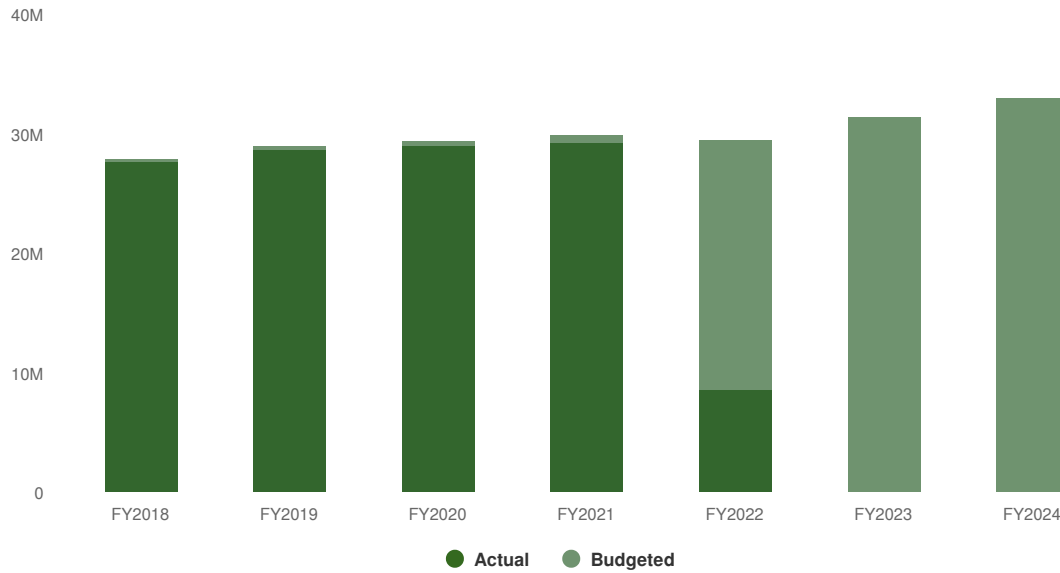


# The Budget

## Expenditures Summary

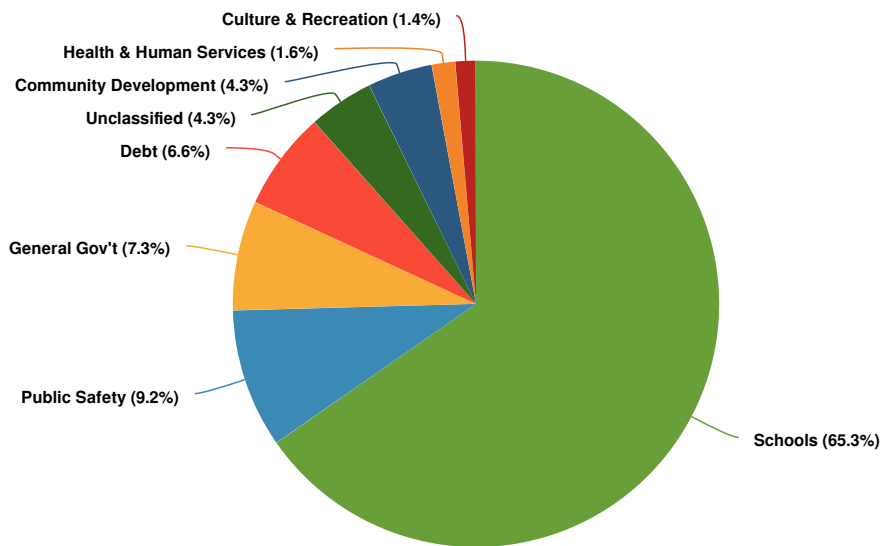
**\$33,111,129** **\$1,702,505**  
(5.42% vs. prior year)

### The Budget Proposed and Historical Budget vs. Actual

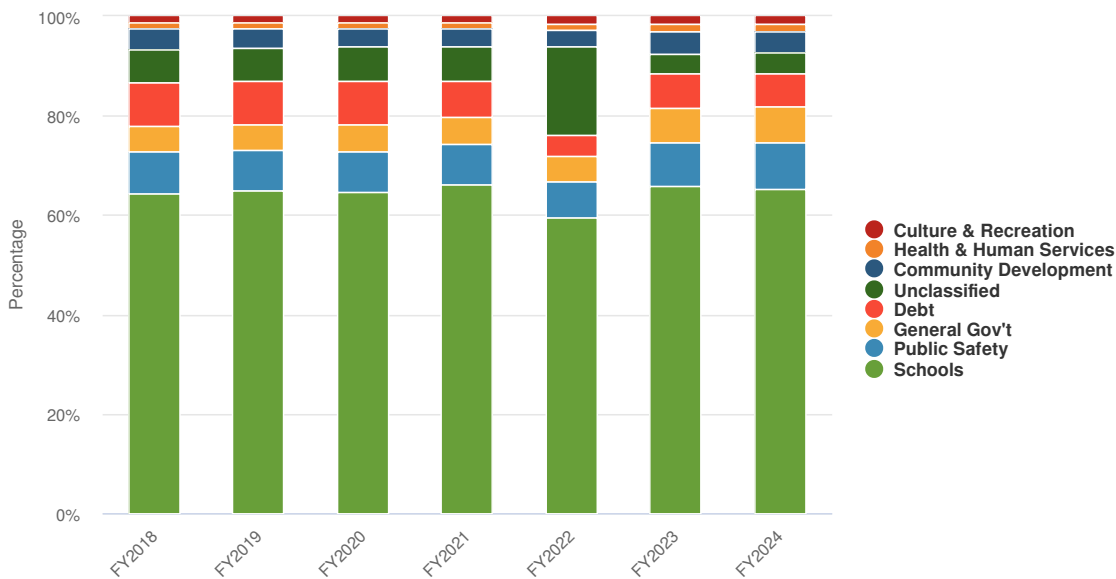


# Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Expenditures</b>					
<b>General Gov't</b>					
<b>Moderator</b>					
<b>Salary &amp; Wages</b>					
Moderators Salary	0100-10- 114-50- 51100- 0000	\$45	\$0	-100%	
<b>Total Salary &amp; Wages:</b>		<b>\$45</b>	<b>\$0</b>	<b>-100%</b>	
<b>Operations &amp; Maintenance</b>					
Other Expenses	0100-10- 114-60- 67800- 0000	\$46	\$250	443.5%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$46</b>	<b>\$250</b>	<b>443.5%</b>	
<b>Total Moderator:</b>		<b>\$91</b>	<b>\$250</b>	<b>174.7%</b>	
<b>Selectmen</b>					
<b>Salary &amp; Wages</b>					
Administrative Assistnt Salary	0100-10- 122-50- 51100- 0000	\$60,937	\$62,301	2.2%	
Selectmen Clerical Wages	0100-10- 122-50- 51140- 0000	\$28,661	\$29,303	2.2%	
<b>Total Salary &amp; Wages:</b>		<b>\$89,598</b>	<b>\$91,604</b>	<b>2.2%</b>	
<b>Operations &amp; Maintenance</b>					
Advertising	0100-10- 122-60- 63100- 0000	\$400	\$400	0%	
Postage	0100-10- 122-60- 63400- 0000	\$250	\$250	0%	
Supplies - Office and Computer	0100-10- 122-60- 64220- 0000	\$1,500	\$1,500	0%	





Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Travel and Meeting Expenses	0100-10-122-60-67100-0000	\$800	\$800	0%	
Membership Dues Subscription	0100-10-122-60-67300-0000	\$6,500	\$6,500	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$9,450</b>	<b>\$9,450</b>	<b>0%</b>	
<b>Total Selectmen:</b>		<b>\$99,048</b>	<b>\$101,054</b>	<b>2%</b>	
<b>Town Administrator</b>					
<b>Salary &amp; Wages</b>					
Town Administrator Salary	0100-10-129-50-51100-0000	\$150,328	\$175,000	16.4%	
Assistant Town Administrator Wages	0100-10-129-50-51140-0000	\$91,709	\$94,469	3%	
Other Wages	0100-10-129-50-51155	\$2,500	\$4,500	80%	
Other Wages	0100-10-129-99-99999	\$0	\$62,500	N/A	Procurement/Grants Administrator - was funded through ARPA funds for the first year, now moving the position into the Budget.
<b>Total Salary &amp; Wages:</b>		<b>\$244,537</b>	<b>\$336,469</b>	<b>37.6%</b>	
<b>Operations &amp; Maintenance</b>					
Advertising	0100-10-129-60-63100-0000	\$750	\$750	0%	
Supplies - Office and Computer	0100-10-129-60-64220-0000	\$1,000	\$1,000	0%	
Travel and Meeting Expenses	0100-10-129-60-67100-0000	\$3,500	\$5,000	42.9%	
Membership Dues and Subscriptions	0100-10-129-60-67300-0000	\$3,000	\$3,000	0%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Other Expenses	0100-10- 129-60- 67800- 0000	\$8,000	\$7,500	-6.2%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$16,250</b>	<b>\$17,250</b>	<b>6.2%</b>	
<b>Total Town Administrator:</b>		<b>\$260,787</b>	<b>\$353,719</b>	<b>35.6%</b>	
<b>Finance Comm</b>					
<b>Salary &amp; Wages</b>					
Finance Comm Clerical Wages	0100-10- 131-50- 51140- 0000	\$1,000	\$0	-100%	
<b>Total Salary &amp; Wages:</b>		<b>\$1,000</b>	<b>\$0</b>	<b>-100%</b>	
<b>Operations &amp; Maintenance</b>					
Other Expenses	0100-10- 131-60- 67800- 0000	\$1,000	\$1,000	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>0%</b>	
<b>Total Finance Comm:</b>		<b>\$2,000</b>	<b>\$1,000</b>	<b>-50%</b>	
<b>Reserve Fund</b>					
<b>Reserve</b>					
Reserve Fund	0100-10- 132-70- 77830- 0000	\$80,000	\$80,000	0%	
<b>Total Reserve:</b>		<b>\$80,000</b>	<b>\$80,000</b>	<b>0%</b>	
<b>Total Reserve Fund:</b>		<b>\$80,000</b>	<b>\$80,000</b>	<b>0%</b>	
<b>Accounting</b>					
<b>Salary &amp; Wages</b>					
Accountants Salary	0100-10- 135-50- 51100- 0000	\$69,680	\$71,770	3%	
Accountants Clerical Wages	0100-10- 135-50- 51140- 0000	\$500	\$500	0%	
<b>Total Salary &amp; Wages:</b>		<b>\$70,180</b>	<b>\$72,270</b>	<b>3%</b>	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Operations &amp; Maintenance</b>					
Supplies - Office and Computer	0100-10-135-60-64220-0000	\$350	\$375	7.1%	
Travel and Meeting Expenses	0100-10-135-60-67100-0000	\$550	\$550	0%	
Membership Dues Subscription	0100-10-135-60-67300-0000	\$550	\$550	0%	
Professional Development	0100-10-135-60-67820-0000	\$675	\$675	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$2,125</b>	<b>\$2,150</b>	<b>1.2%</b>	
<b>Total Accounting:</b>		<b>\$72,305</b>	<b>\$74,420</b>	<b>2.9%</b>	
<b>Assessor</b>					
<b>Salary &amp; Wages</b>					
Principal Assessor Salary	0100-10-141-50-51100-0000	\$93,542	\$96,589	3.3%	Includes longevity pay
Assessors Clerical Wages	0100-10-141-50-51140-0000	\$98,790	\$103,384	4.7%	Includes longevity pay for Assessors' Clerk
<b>Total Salary &amp; Wages:</b>		<b>\$192,332</b>	<b>\$199,973</b>	<b>4%</b>	
<b>Operations &amp; Maintenance</b>					
Postage	0100-10-141-60-63400-0000	\$1,000	\$1,400	40%	
Outside Services - Mapping	0100-10-141-60-63600-0000	\$10,430	\$10,730	2.9%	
Supplies - Office and Computer	0100-10-141-60-64220-0000	\$800	\$1,100	37.5%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Travel and Meeting Expenses	0100-10-141-60-67100-0000	\$500	\$500	0%	
Membership Dues Subscription	0100-10-141-60-67300-0000	\$1,000	\$1,000	0%	
Prof Development-Schooling	0100-10-141-60-67820-0000	\$1,900	\$1,900	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$15,630</b>	<b>\$16,630</b>	<b>6.4%</b>	
<b>Total Assessor:</b>		<b>\$207,962</b>	<b>\$216,603</b>	<b>4.2%</b>	
<b>Treasurer</b>					
<b>Salary &amp; Wages</b>					
TreasurerCollector Salary	0100-10-145-50-51100-0000	\$90,745	\$93,122	2.6%	Treasurer-Collector (Grade 7, Step 8) : 2080 Hours x \$44.77 = \$93,121.60 or \$93,122.00.
TreasCollector Clerical Wages	0100-10-145-50-51140-0000	\$98,340	\$104,683	6.5%	Assistant Treasurer-Collector (Grade 5, Step 5 to Grade 5, Step 6) 1950 Hours x \$33.67 = \$65,656.50 or \$65,657.00. Payroll Coordinator (Grade 4, Step 6 to Grade 4, Step 7) 1300 Hours x \$30.02 = \$39,026.00.
<b>Total Salary &amp; Wages:</b>		<b>\$189,085</b>	<b>\$197,805</b>	<b>4.6%</b>	
<b>Operations &amp; Maintenance</b>					
RentalLease of Equipment	0100-10-145-60-62700-0000	\$2,236	\$2,236	0%	
<i>Lease \$186.07 per month payable Quarterly</i>	<i>0100-10-145-60-62700-0000</i>	<i>\$2,236</i>	<i>\$2,236</i>	<i>0%</i>	<i>No change. Lease Agreement 5/1/2021 through 4/30/2026. (60 months)</i>
Tax Collection Services	0100-10-145-60-63000-0000	\$13,988	\$13,988	0%	
Vadar Software	0100-10-145-60-63000-0000	\$8,788	\$8,788	0%	<i>For the real estate/personal property/MLC/tax title and betterment management, the price will stay the same for FY24.</i>



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Printing & Mailing Tax Bill	0100-10- 145-60- 63000- 0000	\$4,200	\$4,200	0%	
Lock Box Processing	0100-10- 145-60- 63000- 0000	\$1,000	\$1,000	0%	
Payroll and Banking Services	0100-10- 145-60- 63140- 0000	\$16,195	\$16,668	2.9%	
Harpers Payroll	0100-10- 145-60- 63140- 0000	\$8,000	\$9,363	17%	With the change to Payroll Forward/Employee Forward, the Delivery Fee goes away, but ESS fee will apply. Average of last 52 payrolls was \$169.61 x 52 = \$8,819.72 - (780.00) Delivery Savings + (5,293 x \$.25 = \$1,323.25) ESS Fee based on Calendar Year 2022 = \$9,362.97.
Harpers ACA 1095	0100-10- 145-60- 63140- 0000	\$240	\$320	33.3%	
Harpers W2	0100-10- 145-60- 63140- 0000	\$660	\$960	45.5%	
AI Data Shred	0100-10- 145-60- 63140- 0000	\$520	\$650	25%	The cost will increase from \$40.00 to \$50.00 for each service.
Veribanc	0100-10- 145-60- 63140- 0000	\$125	\$125	0%	
Hilltop Annual Disc Report	0100-10- 145-60- 63140- 0000	\$2,650	\$2,250	-15.1%	I have an email sent wanting me to agree as to amended range of annual Continuing Disclosure fees (\$2,500 to \$5,000 per year), beginning July 1, 1022. I did not sign. I questioned them on the range and response was to budget for the \$5,000. Obtained Fee Schedule from UFASI for \$2,250.
Hilltop BANS	0100-10- 145-60- 63140- 0000	\$4,000	\$3,000	-25%	We currently have two BANS. The last BAN in July was for \$1,806.65. I have quote from UFASI \$650.00 per issue for a temporary loan: \$1,500.00 for a multi- year Permanent State House Loan. (Schedule runs from 7/1/23 to 6/30/26.
Postage	0100-10- 145-60- 63400- 0000	\$18,000	\$18,000	0%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Supplies - Office and Computer	0100-10- 145-60- 64220- 0000	\$2,750	\$2,800	1.8%	
Travel and Meeting Expenses	0100-10- 145-60- 67100- 0000	\$1,296	\$2,400	85.2%	Increase due to inflation. Hotel alone was \$1,151.00. Range \$120.00 to \$200.00 per night. \$2,400.00 reflects CY2022.
Membership Dues Subscription	0100-10- 145-60- 67300- 0000	\$190	\$190	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$54,655</b>	<b>\$56,282</b>	<b>3%</b>	
<b>Total Treasurer:</b>		<b>\$243,740</b>	<b>\$254,087</b>	<b>4.2%</b>	
<b>ITAC</b>					
<b>Salary &amp; Wages</b>					
ITAC Wages	0100-10- 155-50- 51140- 0000	\$45,832	\$47,176	2.9%	
<b>Total Salary &amp; Wages:</b>		<b>\$45,832</b>	<b>\$47,176</b>	<b>2.9%</b>	
<b>Operations &amp; Maintenance</b>					
Outside Services	0100-10- 155-60- 63000- 0000	\$100,196	\$153,320	53%	
Maintenance Contracts - Equipment	0100-10- 155-60- 63800- 0000	\$17,380	\$17,380	0%	
Maint Contracts - ComputerSoft	0100-10- 155-60- 63820- 0000	\$48,000	\$86,000	79.2%	
Supplies - Copier	0100-10- 155-60- 64222- 0000	\$6,000	\$10,000	66.7%	
Supplies - Other	0100-10- 155-60- 64280- 0000	\$800	\$800	0%	
Travel and Meeting Expenses	0100-10- 155-60- 67100- 0000	\$500	\$500	0%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Purchase of Computer Hardware	0100-10- 155-60- 68530- 0000	\$12,000	\$12,000	0%	
Purchase of Computer Software	0100-10- 155-60- 68540- 0000	\$3,000	\$5,000	66.7%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$187,876</b>	<b>\$285,000</b>	<b>51.7%</b>	
<b>Total ITAC:</b>		<b>\$233,708</b>	<b>\$332,176</b>	<b>42.1%</b>	
<b>Town Clerk</b>					
<b>Salary &amp; Wages</b>					
Election Wages	00000006	\$28,124	\$21,000	-25.3%	
<i>State Election &amp; Primary</i>	00000006	\$20,000	\$12,000	-40%	
<i>Annual &amp; Fall Town Meeting</i>	00000006	\$8,124	\$9,000	10.8%	
Town Clerks Salary	0100-10- 161-50- 51100- 0000	\$94,725	\$97,584	3%	
<i>town clerks salary</i>	0100-10- 161-50- 51100- 0000	\$93,925	\$96,784	3%	
<i>longevity</i>	0100-10- 161-50- 51100- 0000	\$500	\$500	0%	
<i>Bd of Registrar stipend</i>	0100-10- 161-50- 51100- 0000	\$300	\$300	0%	
Town Clerks Clerical Wages	0100-10- 161-50- 51140- 0000	\$65,109	\$67,004	2.9%	
<i>assistant town clerk wages (includes step increase</i>	0100-10- 161-50- 51140- 0000	\$64,046	\$65,926	2.9%	
<i>assistant town clerk longevity</i>	0100-10- 161-50- 51140- 0000	\$550	\$550	0%	
<i>Bd of Reg of voters stipend</i>	0100-10- 161-50- 51140- 0000	\$513	\$528	2.9%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Total Salary &amp; Wages:</b>		<b>\$187,958</b>	<b>\$185,588</b>	<b>-1.3%</b>	
<b>Operations &amp; Maintenance</b>					
Printing	0100-10-161-60-63120-0000	\$6,500	\$6,695	3%	
<i>This includes printing the census and ballots</i>	0100-10-161-60-63120-0000	\$6,500	\$6,695	3%	
Postage	0100-10-161-60-63400-0000	\$8,828	\$8,244	-6.6%	
<i>vote by mail postage primary</i>	0100-10-161-60-63400-0000	\$2,040	\$1,680	-17.6%	
<i>vote by mail postage Nov election</i>	0100-10-161-60-63400-0000	\$2,720	\$1,680	-38.2%	
<i>vote by mail postage annual election</i>	0100-10-161-60-63400-0000	\$680	\$840	23.5%	
<i>postage mailing dog tags</i>	0100-10-161-60-63400-0000	\$858	\$1,100	28.2%	
<i>postage for mailing census</i>	0100-10-161-60-63400-0000	\$1,705	\$1,984	16.4%	
<i>voter registration letters and confirm cards</i>	0100-10-161-60-63400-0000	\$275	\$320	16.4%	
<i>misc correspondence and postage for shipped items</i>	0100-10-161-60-63400-0000	\$550	\$640	16.4%	
Maint Contracts - Equipment	0100-10-161-60-63800-0000	\$2,000	\$2,600	30%	
<i>poll pad annual maintenace</i>	0100-10-161-60-63800-0000	\$1,200	\$1,560	30%	





Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<i>imagecast</i>	0100-10-161-60-63800-0000	\$800	\$1,040	30%	
Maint Contracts-ComputerSoft	0100-10-161-60-63820-0000	\$7,990	\$7,990	0%	
<i>programming ballot tabulators for 3 elections</i>	0100-10-161-60-63820-0000	\$5,500	\$5,500	0%	
<i>maintenance LLData database - Public records and Bds &amp; committes</i>	0100-10-161-60-63820-0000	\$990	\$990	0%	
<i>programming automark (3 elections)</i>	0100-10-161-60-63820-0000	\$1,500	\$1,500	0%	
Supplies - Office and Computer	0100-10-161-60-64220-0000	\$1,920	\$1,920	0%	
<i>misc supplies includes toner cartridges, paper, electionsupplies</i>	0100-10-161-60-64220-0000	\$1,920	\$1,920	0%	
Other Expenses	0100-10-161-60-67800-0000	\$800	\$750	-6.2%	
<i>constable fee to post warrants tm &amp; elections</i>	0100-10-161-60-67800-0000	\$200	\$150	-25%	
<i>constable fee to post AG bylaw approvals</i>	0100-10-161-60-67800-0000	\$100	\$100	0%	
<i>Meals for election workers 3 elections</i>	0100-10-161-60-67800-0000	\$500	\$500	0%	
Professional Development	0100-10-161-60-67820-0000	\$1,005	\$1,035	3%	
<i>2 staff attending 3 Mass TC Assoc conferences</i>	0100-10-161-60-67820-0000	\$510	\$540	5.9%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
2 staff attending 2 Middlesex TC meeting and classes	0100-10-161-60-67820-0000	\$60	\$60	0%	
Mass Clerks Assoc	0100-10-161-60-67820-0000	\$125	\$125	0%	
Travel and Meeting Mileage	0100-10-161-60-67820-0000	\$310	\$310	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$29,043</b>	<b>\$29,234</b>	<b>0.7%</b>	
<b>Total Town Clerk:</b>		<b>\$217,001</b>	<b>\$214,822</b>	<b>-1%</b>	
<b>Conservation Commision</b>					
<b>Salary &amp; Wages</b>					
Conservation Coordinator	0100-10-171-50-51100-0000	\$93,902	\$97,009	3.3%	
Conser Commisn Clerical Wages	0100-10-171-50-51140-0000	\$55,794	\$57,363	2.8%	
<b>Total Salary &amp; Wages:</b>		<b>\$149,696</b>	<b>\$154,373</b>	<b>3.1%</b>	
<b>Operations &amp; Maintenance</b>					
Utilities - Electric	0100-10-171-60-62120-0000	\$150	\$150	0%	
Outside Services	0100-10-171-60-63000-0000	\$325	\$3,950	1,115.4%	
Contracted Minute Taker	0100-10-171-60-63000-0000	\$0	\$3,600	N/A	
Maintenance of Beaver Fencing	0100-10-171-60-63000-0000	\$325	\$350	7.7%	
Advertising	0100-10-171-60-63100-0000	\$150	\$150	0%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Legal Ads	0100-10-171-60-63100-0000	\$150	\$150	0%	
Printing	0100-10-171-60-63120-0000	\$250	\$225	-10%	
Postage	0100-10-171-60-63400-0000	\$175	\$175	0%	
Supplies - Office and Computer	0100-10-171-60-64220-0000	\$900	\$1,000	11.1%	
Purchase of Library Materials	0100-10-171-60-66850-0000	\$100	\$0	-100%	
Travel and Meeting Expenses	0100-10-171-60-67100-0000	\$250	\$250	0%	
Membership Dues Subscription	0100-10-171-60-67300-0000	\$1,200	\$1,200	0%	
Professional Development	0100-10-171-60-67820-0000	\$500	\$400	-20%	
Forest Management Expenses	0100-10-171-60-67844-0000	\$1,000	\$1,100	10%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$5,000</b>	<b>\$8,600</b>	<b>72%</b>	
<b>Total Conservation Commision:</b>		<b>\$154,696</b>	<b>\$162,973</b>	<b>5.4%</b>	
<b>Planning</b>					
<b>Salary &amp; Wages</b>					
Town Planner	0100-10-175-50-51100-0000	\$102,344	\$92,105	-10%	
Planning Board Office Assistnt	0100-10-175-50-51140-0000	\$86,503	\$111,967	29.4%	
<b>Total Salary &amp; Wages:</b>		<b>\$188,847</b>	<b>\$204,072</b>	<b>8.1%</b>	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Operations &amp; Maintenance</b>					
Advertising	0100-10-175-60-63100-0000	\$1,300	\$5,200	300%	
Postage	0100-10-175-60-63400-0000	\$700	\$1,900	171.4%	
Supplies - Office and Computer	0100-10-175-60-64220-0000	\$1,200	\$1,750	45.8%	
Travel and Meeting Expenses	0100-10-175-60-67100-0000	\$200	\$600	200%	
Membership Dues Subscriptions	0100-10-175-60-67300-0000	\$1,000	\$1,000	0%	
Professional Development	0100-10-175-60-67820-0000	\$850	\$850	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$5,250</b>	<b>\$11,300</b>	<b>115.2%</b>	
<b>Total Planning:</b>		<b>\$194,097</b>	<b>\$215,372</b>	<b>11%</b>	
<b>Board of Appeals</b>					
<b>Salary &amp; Wages</b>					
Brd of Appeals Clerical Wages	0100-10-176-50-51140-0000	\$29,890	\$0	-100%	
<i>Salary plus 500.00 longevity</i>	<i>0100-10-176-50-51140-0000</i>	<i>\$29,390</i>	<i>\$0</i>	<i>-100%</i>	
<i>Longevity</i>	<i>0100-10-176-50-51140-0000</i>	<i>\$500</i>	<i>\$0</i>	<i>-100%</i>	
<b>Total Salary &amp; Wages:</b>		<b>\$29,890</b>	<b>\$0</b>	<b>-100%</b>	
<b>Operations &amp; Maintenance</b>					



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Advertising	0100-10-176-60-63100-0000	\$2,100	\$0	-100%	
<i>Public Hearing Notifications</i>	<i>0100-10-176-60-63100-0000</i>	<i>\$2,100</i>	<i>\$0</i>	<i>-100%</i>	
Postage	0100-10-176-60-63400-0000	\$1,200	\$0	-100%	
<i>pre-posted envelopes/500</i>	<i>0100-10-176-60-63400-0000</i>	<i>\$1,200</i>	<i>\$0</i>	<i>-100%</i>	
Supplies - Office and Computer	0100-10-176-60-64220-0000	\$550	\$0	-100%	
<i>General office supplies -</i>	<i>0100-10-176-60-64220-0000</i>	<i>\$550</i>	<i>\$0</i>	<i>-100%</i>	
Travel and Meeting Expenses	0100-10-176-60-67100-0000	\$400	\$0	-100%	
<i>Citizens Planner Conference</i>	<i>0100-10-176-60-67100-0000</i>	<i>\$400</i>	<i>\$0</i>	<i>-100%</i>	
<b>Total Operations &amp; Maintenance:</b>		<b>\$4,250</b>	<b>\$0</b>	<b>-100%</b>	
<b>Total Board of Appeals:</b>		<b>\$34,140</b>	<b>\$0</b>	<b>-100%</b>	
<b>Facilities</b>					
<b>Salary &amp; Wages</b>					
Asst. Facility Manager Salary	0100-10-192-50-51110-0000	\$70,558	\$72,596	2.9%	
Municipal Bldg Proprty Wages	0100-10-192-50-51200-0000	\$105,740	\$111,052	5%	
<b>Total Salary &amp; Wages:</b>		<b>\$176,298</b>	<b>\$183,648</b>	<b>4.2%</b>	
<b>Operations &amp; Maintenance</b>					



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Utilities - Heating	0100-10- 192-60- 62100- 0000	\$34,500	\$43,931	27.3%	Consolidated the police, library, and highway Heating lines all under Facilities
Utilities - Electric	0100-10- 192-60- 62120- 0000	\$44,000	\$56,028	27.3%	Consolidated the police, library, cemetery, and highway Electric lines all under Facilities
Repairs Maint - Equipment	0100-10- 192-60- 62400- 0000	\$13,000	\$16,554	27.3%	
Repairs Maint - Building	0100-10- 192-60- 62420- 0000	\$44,210	\$56,295	27.3%	
Maint Contracts - Equipment	0100-10- 192-60- 63800- 0000	\$20,000	\$25,467	27.3%	
Supplies - Building	0100-10- 192-60- 64200- 0000	\$15,000	\$19,100	27.3%	
Uniforms Clothing Allowance	0100-10- 192-60- 65800- 0000	\$1,000	\$1,273	27.3%	
Travel and Meeting Expenses	0100-10- 192-60- 67100- 0000	\$1,200	\$1,528	27.3%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$172,910</b>	<b>\$220,176</b>	<b>27.3%</b>	
<b>Total Facilities:</b>		<b>\$349,208</b>	<b>\$403,824</b>	<b>15.6%</b>	
<b>Town Report</b>					
<b>Operations &amp; Maintenance</b>					
Printing	0100-10- 195-60- 63120- 0000	\$7,500	\$7,500	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$7,500</b>	<b>\$7,500</b>	<b>0%</b>	
<b>Total Town Report:</b>		<b>\$7,500</b>	<b>\$7,500</b>	<b>0%</b>	
<b>Total General Gov't:</b>		<b>\$2,156,284</b>	<b>\$2,417,799</b>	<b>12.1%</b>	
<b>Public Safety</b>					
<b>Police</b>					



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Salary &amp; Wages</b>					
Police Chief Salary	0100-20- 210-50- 51100- 0000	\$135,459	\$139,523	3%	Cola 3%
Police Dept Secretary	0100-20- 210-50- 51140- 0000	\$53,000	\$56,794	7.2%	The position was initially compensated at Grade 4 Step 1 and then after six months went to Grade 4 Step 2. The position was expected to go to Grade 4 Step 3 but I am asking for it instead to go to Grade 4 Step 4.
Police Officer Wages	0100-20- 210-50- 51200- 0000	\$797,058	\$925,009	16.1%	
Lieutenant	0100-20- 210-50- 51200- 0000	\$102,772	\$119,270	16.1%	New LTs salary being requested at Step 3 of Grade 8, making the salary range from step 1 to step 3, annual salary will be 98,303 to 103,293 based on agreement contract of new Lt.
Sgt Scott	0100-20- 210-50- 51200- 0000	\$88,006	\$102,134	16.1%	increase 4 %, which is made up from 3% COLA, and 1% merit raise, plus an increase to step 3 Sgt, plus 15 % education incentive
Sgt Goguen	0100-20- 210-50- 51200- 0000	\$76,527	\$88,812	16.1%	increase 4 %, which is made up from 3% COLA, and 1% merit raise, plus an increase to step 3 Sgt,
Patrol Officer Nelson	0100-20- 210-50- 51200- 0000	\$73,049	\$84,775	16.1%	Top Step plus increase 4 %, which is made up from 3% COLA, and 1% merit raise, plus 5% for associates degree.
Detective Kusz	0100-20- 210-50- 51200- 0000	\$81,745	\$94,867	16.1%	Top Step plus increase 4 %, which is made up from 3% COLA, and 1% merit raise, plus 15 % for masters, plus 2.5% for junior detective.
Prosecutor Dezago	0100-20- 210-50- 51200- 0000	\$76,527	\$88,812	16.1%	Top Step plus increase 4 %, which is made up from 3% COLA, and 1% merit raise, plus 15% for expected masters
Detective Fitzpatrick	0100-20- 210-50- 51200- 0000	\$83,485	\$96,887	16.1%	Top Step plus increase 4 %, which is made up from 3% COLA, and 1% merit raise, plus 15 % for masters, plus 5% for Senior Detective
Patrol Officer Murphy	0100-20- 210-50- 51200- 0000	\$73,888	\$85,749	16.1%	Top Step plus increase 4 %, which is made up from 3% COLA, and 1% merit raise, plus 10% for Bachelors
Patrol Officer Champoux	0100-20- 210-50- 51200- 0000	\$67,171	\$77,954	16.1%	Top Step plus increase 4 %, which is made up from 3% COLA, and 1% merit raise,



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Patrol Officer Paradise	0100-20- 210-50- 51200- 0000	\$73,888	\$85,749	16.1%	Top Step plus increase 4 %, which is made up from 3% COLA, and 1% merit raise, plus 10% for Bachelors
Police Officers Overtime	0100-20- 210-50- 51220- 0000	\$361,700	\$315,500	-12.8%	
FLSA	0100-20- 210-50- 51220- 0000	\$4,700	\$4,000	-14.9%	With added officer, less overtime backfill will be created, keeping the hours of the officers under 171 for every 28 day period, so a reduction was made
Court	0100-20- 210-50- 51220- 0000	\$9,000	\$9,000	0%	Reduced due to reduction of court time required by officers, and lower case load
Training	0100-20- 210-50- 51220- 0000	\$56,000	\$52,500	-6.2%	Continuous training for the department is not only a state requirement it is a necessity for our department. In FY24 updated policy training and reform training will continue. Officers are mandated to complete 40 hours in service training, along with 16 hours of firearms and 8 hours of taser
Vacation/Buyback	0100-20- 210-50- 51220- 0000	\$100,000	\$85,000	-15%	This is used to cover the cost of overtime to back-fill shifts where an officer or dispatcher has taken time off for vacation time.
Holiday	0100-20- 210-50- 51220- 0000	\$44,000	\$48,000	9.1%	This is a contracted benefit where Dispatchers and Officers receive 12 paid holidays a year on top of their salary. The employees may choose to try to take the day off, however they are still required to work on those holidays.
Shift Differential	0100-20- 210-50- 51220- 0000	\$27,000	\$26,000	-3.7%	This is a contracted benefit that Officers and Dispatchers receive an additional 3% of their salary for working the 3pm to 11pm shift and 5% for working the 11pm to 7am shift.
Ofc/Disp Holiday/Comp	0100-20- 210-50- 51220- 0000	\$45,000	\$40,000	-11.1%	This is a contracted benefit where officers and dispatchers may take the option of accruing compensation time instead of overtime pay when working overtime.
Lake Boon Patrol by FT Officers	0100-20- 210-50- 51220- 0000	\$1,000	\$0	-100%	Patrol money moved to Lake Boon Patrol Budget
Events and Incidents	0100-20- 210-50- 51220- 0000	\$12,000	\$8,000	-33.3%	Over the course of the year many special programs and events happen within the Town. This money is used to pay officers for the Citizens' Academy, Youth Police Academy, Coverage for Town Meetings, Functions, unexpected special events such as protection for rallies





Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Open Shifts	0100-20- 210-50- 51220- 0000	\$4,000	\$3,000	-25%	To cover the cost of individuals who are out and not working their shifts due to Administrative Leave, Suspension, Vacancy, Maternity Leave
Sick	0100-20- 210-50- 51220- 0000	\$59,000	\$40,000	-32.2%	This is used to cover the cost of overtime to backfill shifts where an officer or dispatcher is out due to sick leave
Police Dept Other Wages	0100-20- 210-50- 51225- 0000	\$10,000	\$11,700	17%	
Evidence Officers	0100-20- 210-50- 51225- 0000	\$0	\$1,500	N/A	This is a contracted benefit that two officers receive. Each receive \$1500 for their special positions, Prosecutor and 2 Evidence Officers. Removed the safety officer position and added evidence officer.
Longevity - Murphy	0100-20- 210-50- 51225- 0000	\$0	\$600	N/A	If increase on contract is approved.
Speciality Prosecutor	0100-20- 210-50- 51225- 0000	\$1,500	\$1,500	0%	Contracted Benefit
Speciality Safety Officer	0100-20- 210-50- 51225- 0000	\$1,500	\$0	-100%	removed
Longevity - Scott	0100-20- 210-50- 51225- 0000	\$1,000	\$1,500	50%	If increase on contract is approved.
Longevity - Goguen	0100-20- 210-50- 51225- 0000	\$1,000	\$1,500	50%	If increase on contract is approved.
Longevity - Nelson	0100-20- 210-50- 51225- 0000	\$1,000	\$1,500	50%	If increase on contract is approved.
Longevity - Kusz	0100-20- 210-50- 51225- 0000	\$1,000	\$1,200	20%	If increase on contract is approved.
Longevity - Dezago	0100-20- 210-50- 51225- 0000	\$1,000	\$900	-10%	If increase on contract is approved.
Longevity - Fantasia	0100-20- 210-50- 51225- 0000	\$750	\$750	0%	Contracted Benefit



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<i>Longevity - Butler</i>	0100-20- 210-50- 51225- 0000	\$750	\$750	0%	<i>Contracted Benefit</i>
<i>Longevity - Trefry</i>	0100-20- 210-50- 51225- 0000	\$500	\$0	-100%	<i>Removed</i>
Police Dispatch Wages	0100-20- 210-50- 51230- 0000	\$250,115	\$259,359	3.7%	
<i>Dispatch Supervisor Fantasia</i>	0100-20- 210-50- 51230- 0000	\$61,033	\$62,849	3%	<i>COLA 3% increase</i>
<i>Dispatcher Butler</i>	0100-20- 210-50- 51230- 0000	\$55,479	\$57,128	3%	<i>COLA 3% increase</i>
<i>Dispatcher Lopez</i>	0100-20- 210-50- 51230- 0000	\$55,479	\$57,128	3%	<i>COLA 3% increase</i>
<i>Dispatcher Marques</i>	0100-20- 210-50- 51230- 0000	\$53,850	\$57,128	6.1%	<i>COLA 3% increase</i>
<i>Part-Time Dispatcher</i>	0100-20- 210-50- 51230- 0000	\$24,274	\$25,126	3.5%	<i>COLA 3% increase plus step increase</i>
<b>Total Salary &amp; Wages:</b>		<b>\$1,607,332</b>	<b>\$1,707,885</b>	<b>6.3%</b>	
<b>Operations &amp; Maintenance</b>					
Utilities - Heating	0100-20- 210-60- 62100- 0000	\$1,000	\$0	-100%	Increase of 20% based on anticipated energy rate increase
Utilities - Electric	0100-20- 210-60- 62120- 0000	\$12,000	\$0	-100%	Increase of 20% based on anticipated energy rate increase
Repairs Maint - Equipment	0100-20- 210-60- 62400- 0000	\$6,000	\$5,000	-16.7%	Decrease of 1,000 this year. Used to repair radios, cell cameras, A/C filters, software maintenance on the cell check device, dispatch battery. This will be used to repair the generator for the building.
<i>Dispatch UPS Battery</i>	0100-20- 210-60- 62400- 0000	\$0	\$500	N/A	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
24/7 911 Dispatch Chairs	0100-20- 210-60- 62400- 0000	\$2,800	\$0	-100%	
Generator Repair	0100-20- 210-60- 62400- 0000	\$1,000	\$1,000	0%	
Radio Maintenance	0100-20- 210-60- 62400- 0000	\$1,000	\$1,200	20%	
Other	0100-20- 210-60- 62400- 0000	\$1,200	\$2,300	91.7%	
Repairs Maint - Building	0100-20- 210-60- 62420- 0000	\$5,800	\$5,500	-5.2%	
Trash Removal Monreau	0100-20- 210-60- 62420- 0000	\$1,128	\$1,440	27.7%	Increase for rate increase and fuel charges
Water	0100-20- 210-60- 62420- 0000	\$1,044	\$1,800	72.4%	Drinking water for the Department
Datashred	0100-20- 210-60- 62420- 0000	\$660	\$840	27.3%	Increase do rate change and increase volume from digitizing old records
Other repairs	0100-20- 210-60- 62420- 0000	\$2,968	\$1,420	-52.2%	
Repairs Maint - Vehicles	0100-20- 210-60- 62440- 0000	\$12,000	\$12,000	0%	Level Funded, this line item is used for the Stow Police Boat and ATV, as well as snow tires for each vehicle.
Postage	0100-20- 210-60- 63400- 0000	\$1,500	\$1,725	15%	This will cover the cost of the postage machine rental and the postage used to mail out reports, LTC, and other department business. The increase is due to the postage machine rental being added to this item which is 100 per month, and will provide \$300 a year in postage and ink for the machine
Machine Rental	0100-20- 210-60- 63400- 0000	\$1,140	\$1,200	5.3%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<i>Ink for Machine</i>	0100-20- 210-60- 63400- 0000	\$100	\$225	125%	
<i>Postage</i>	0100-20- 210-60- 63400- 0000	\$260	\$300	15.4%	
Supplies - Office and Computer	0100-20- 210-60- 64220- 0000	\$1,500	\$2,000	33.3%	
<i>Admin Desk</i>	0100-20- 210-60- 64220- 0000	\$0	\$600	N/A	<i>Replacement of office desk, which has come apart</i>
<i>Office Supplies</i>	0100-20- 210-60- 64220- 0000	\$1,500	\$1,400	-6.7%	<i>ink for printers, paper, other office supplies</i>
Supplies - Crime Scene	0100-20- 210-60- 64250- 0000	\$750	\$1,000	33.3%	
<i>Equipement, camera, evidence bags etc</i>	0100-20- 210-60- 64250- 0000	\$750	\$1,000	33.3%	<i>Cameras for cruisers, disposable gloves, fingerprint supplies,</i>
Uniforms Clothing Allowance	0100-20- 210-60- 65800- 0000	\$14,500	\$15,700	8.3%	Contracted amount, additional fund for new officer
<i>New Officers</i>	0100-20- 210-60- 65800- 0000	\$0	\$1,200	N/A	
<i>Sallese</i>	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
<i>Thraen</i>	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
<i>Scott</i>	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
<i>Coguen</i>	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Nelson	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
Kusz	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
Fitzpatrick	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
Murphy	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
Champoux	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
Paradise	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
Fantasia	0100-20- 210-60- 65800- 0000	\$300	\$300	0%	
Butler	0100-20- 210-60- 65800- 0000	\$300	\$300	0%	
Lopez	0100-20- 210-60- 65800- 0000	\$300	\$300	0%	
Marques	0100-20- 210-60- 65800- 0000	\$300	\$300	0%	
Dezago	0100-20- 210-60- 65800- 0000	\$1,200	\$1,200	0%	
Patches	0100-20- 210-60- 65800- 0000	\$100	\$100	0%	
Travel and Meeting Expenses	0100-20- 210-60- 67100- 0000	\$5,500	\$5,500	0%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Chief to IAPC Conference	0100-20- 210-60- 67100- 0000	\$5,000	\$5,000	0%	
Public Meetings	0100-20- 210-60- 67100- 0000	\$500	\$500	0%	
Membership Dues Subscription	0100-20- 210-60- 67300- 0000	\$11,000	\$10,000	-9.1%	
Mass Accreditation	0100-20- 210-60- 67300- 0000	\$0	\$1,800	N/A	
Greater Boston Police Council	0100-20- 210-60- 67300- 0000	\$300	\$300	0%	
Nespin	0100-20- 210-60- 67300- 0000	\$150	\$150	0%	
C4RJ	0100-20- 210-60- 67300- 0000	\$3,000	\$3,000	0%	
DVSN	0100-20- 210-60- 67300- 0000	\$3,000	\$3,000	0%	
RAD	0100-20- 210-60- 67300- 0000	\$100	\$100	0%	
Middlesex Chiefs	0100-20- 210-60- 67300- 0000	\$250	\$250	0%	
BUNCO Investigators	0100-20- 210-60- 67300- 0000	\$100	\$100	0%	
Mass Chiefs	0100-20- 210-60- 67300- 0000	\$1,000	\$1,000	0%	
Other Organizations	0100-20- 210-60- 67300- 0000	\$3,100	\$300	-90.3%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Other Expenses	0100-20- 210-60- 67800- 0000	\$13,000	\$11,000	-15.4%	
Community Engagement Promotions	0100-20- 210-60- 67800- 0000	\$0	\$1,000	N/A	Hand outs and promo items for events
Accreditation required upgrades	0100-20- 210-60- 67800- 0000	\$0	\$1,000	N/A	Upgrades to equipment and building based on accreditation requirements
Medical Evaluations	0100-20- 210-60- 67800- 0000	\$3,600	\$3,600	0%	2 new officers anticipated.
Accreditation	0100-20- 210-60- 67800- 0000	\$1,800	\$0	-100%	
Badges	0100-20- 210-60- 67800- 0000	\$600	\$600	0%	
Other Expenses	0100-20- 210-60- 67800- 0000	\$4,500	\$4,800	6.7%	
Boat upgrade	0100-20- 210-60- 67800- 0000	\$2,500	\$0	-100%	
Prof Development - Training	0100-20- 210-60- 67820- 0000	\$17,250	\$17,000	-1.4%	
Specialized Training Classes	0100-20- 210-60- 67820- 0000	\$17,200	\$17,000	-1.2%	Classes for officers and dispatchers to keep up certifications
other	0100-20- 210-60- 67820- 0000	\$50	\$0	-100%	
Prof Development - Schooling	0100-20- 210-60- 67822- 0000	\$7,500	\$8,000	6.7%	Contracted amounts for Chief and Officers
Chief Schooling	0100-20- 210-60- 67822- 0000	\$4,000	\$4,000	0%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Officers Schooling	0100-20- 210-60- 67822- 0000	\$3,500	\$4,000	14.3%	
Purchase of Equipment	0100-20- 210-60- 68500- 0000	\$13,000	\$15,000	15.4%	
PM AM Policy Software	0100-20- 210-60- 68500- 0000	\$0	\$3,250	N/A	This software gives accountability of officers receiving policies and keeping track of accreditation policies
Bullet Proof Vest	0100-20- 210-60- 68500- 0000	\$2,400	\$2,400	0%	New Officer Vest and replacement of one veteran officer vest
Ammo case	0100-20- 210-60- 68500- 0000	\$5,000	\$5,000	0%	Three times a year of firearms qualifications
Radio Replacement	0100-20- 210-60- 68500- 0000	\$1,200	\$1,200	0%	New radio for new officer.
AED Pads	0100-20- 210-60- 68500- 0000	\$500	\$0	-100%	Removed Fire Department responsible
EPI Pens	0100-20- 210-60- 68500- 0000	\$1,500	\$1,500	0%	approx \$750 each prescription, we have two medical bags that are in use during a shift.
Other Equipment	0100-20- 210-60- 68500- 0000	\$2,400	\$1,650	-31.2%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$122,300</b>	<b>\$109,425</b>	<b>-10.5%</b>	
<b>Total Police:</b>		<b>\$1,729,632</b>	<b>\$1,817,310</b>	<b>5.1%</b>	
<b>Fire</b>					
<b>Salary &amp; Wages</b>					
Fire Chief Salary	0100-20- 220-50- 51100- 0000	\$107,120	\$110,334	3%	
Fire Lieutenants Wages	0100-20- 220-50- 51200- 0000	\$78,588	\$82,472	4.9%	Requesting a paying increase of \$0.76 a hour on top of the 3% COL. With the increase this would keep the Captain's pay above the top step firefighter working a 24 hr. shift





Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Full Time FirefighterEMT Wages	0100-20- 220-50- 51210- 0000	\$267,461	\$391,033	46.2%	Requesting account increase to support 2 new fulltime firefighter positions. This would give the ability to have the Fire Station staffed 24/7 with a fulltime employee. 4 employees would be scheduled to work 24hr shifts (2496 hrs.) 2 employees would be scheduled days only (2040 hrs.)
Call FirefighterEMT Wages	0100-20- 220-50- 51215-0000	\$62,184	\$64,049	3%	Requesting a addition \$5,000 to account above the 3% COL. Additional funds where never added for compensation the on call officer for their administration hour each shift (\$1350). The \$3650.00 is for annual details through out the year that are assigned to call Firefighter/EMTS.
FirefighterEMT Overtime Wages	0100-20- 220-50- 51220- 0000	\$89,372	\$92,053	3%	
Fire Dept Other Wages	0100-20- 220-50- 51225- 0000	\$13,000	\$14,500	11.5%	A stipend of \$1000.00 Was added for the Waterhole Coordinator Position.
Ambulance Coverage Wages	0100-20- 220-50- 51230- 0000	\$208,849	\$215,144	3%	
<b>Total Salary &amp; Wages:</b>		<b>\$826,574</b>	<b>\$969,585</b>	<b>17.3%</b>	
<b>Operations &amp; Maintenance</b>					
Repairs Maint - Building	0100-20- 220-60- 62420- 0000	\$3,000	\$3,000	0%	
Repairs Maint - Vehicles	0100-20- 220-60- 62440- 0000	\$25,000	\$25,000	0%	
Outside Services - Pro EMS	0100-20- 220-60- 63000- 0000	\$8,000	\$9,000	12.5%	In FY22 the account ran over by \$2130.00 due to increase in Ambulance responses. In Fy23 we increased the account to \$8,000.00, however at the current rate of Ambulance responses and the average of the Pro EMS invoice the FY23 account will be in a deficit of \$2300.00.
Maint Contracts - Equipment	0100-20- 220-60- 63800- 0000	\$3,800	\$6,000	57.9%	I am requesting addition funding to this account to purchase maintenance tracking software for Department apparatus, power equipment and inventory. Currently we use station made google docs and forms for record keeping. Total cost of software is \$2,370.00 a year



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Supplies - Office and Computer	0100-20- 220-60- 64220- 0000	\$2,650	\$2,650	0%	
Supplies - Medical	0100-20- 220-60- 64260- 0000	\$7,000	\$7,000	0%	
Uniforms Clothing Allowance	0100-20- 220-60- 65800- 0000	\$6,150	\$8,640	40.5%	Requesting increase of \$1,640.00. This increase reflects 2 additional fulltime firefighters with a clothing allowance of \$750.00 each. The additional \$140.00 would be applied to the Per-Diem uniform allowance
Prof Development- Schooling	0100-20- 220-60- 67820- 0000	\$9,550	\$10,550	10.5%	I am requesting a increase of \$1000.00 due to the cost of hiring a outside company for annual CPR training. In the past we have had a certified Instructor with in the department to provide the training. We been trying to get inhouse instructors for the past 2 yrs with out success.
Health Safety Expenses	0100-20- 220-60- 67842- 0000	\$10,000	\$10,000	0%	
Purchase of Equipment	0100-20- 220-60- 68500- 0000	\$7,250	\$7,250	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$82,400</b>	<b>\$89,090</b>	<b>8.1%</b>	
<b>Total Fire:</b>		<b>\$908,974</b>	<b>\$1,058,675</b>	<b>16.5%</b>	
<b>Building Inspection</b>					
<b>Salary &amp; Wages</b>					
Local Inspector	00000005	\$10,855	\$11,518	6.1%	
Building Inspector Salary	0100-20- 241-50- 51100- 0000	\$103,748	\$106,899	3%	
Building Insp Clerical Wages	0100-20- 241-50- 51140- 0000	\$52,787	\$55,945	6%	
<b>Total Salary &amp; Wages:</b>		<b>\$167,390</b>	<b>\$174,362</b>	<b>4.2%</b>	
<b>Operations &amp; Maintenance</b>					
Repairs Maint - Vehicle	0100-20- 241-60- 62440- 0000	\$2,200	\$2,200	0%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Printing	0100-20- 241-60- 63120- 0000	\$125	\$125	0%	
Supplies - Office and Computer	0100-20- 241-60- 64220- 0000	\$600	\$600	0%	
Uniforms & Clothing Allowance	0100-20- 241-60- 65800- 0000	\$500	\$500	0%	
Travel and Meeting Expenses	0100-20- 241-60- 67100- 0000	\$820	\$820	0%	
Membership Dues Subscription	0100-20- 241-60- 67300- 0000	\$500	\$700	40%	
Professional Training	0100-20- 241-60- 67830- 0000	\$4,000	\$4,000	0%	
<i>MCPPO training for Doug &amp; Courtney</i>	<i>0100-20- 241-60- 67830- 0000</i>	<i>\$2,600</i>	<i>\$2,600</i>	<i>0%</i>	
<i>Inspector seminars for Dough &amp; Frank</i>	<i>0100-20- 241-60- 67830- 0000</i>	<i>\$1,400</i>	<i>\$1,400</i>	<i>0%</i>	
<b>Total Operations &amp; Maintenance:</b>		<b>\$8,745</b>	<b>\$8,945</b>	<b>2.3%</b>	
<b>Total Building Inspection:</b>		<b>\$176,135</b>	<b>\$183,307</b>	<b>4.1%</b>	
<b>Total Public Safety:</b>		<b>\$2,814,742</b>	<b>\$3,059,292</b>	<b>8.7%</b>	
<b>Schools</b>					
<b>Nashoba Regional School</b>					
<b>Operations &amp; Maintenance</b>					
Nashoba Reg Sch Dist Assessmnt	0100-30- 311-60- 63220- 0000	\$18,535,962	\$19,059,502	2.8%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$18,535,962</b>	<b>\$19,059,502</b>	<b>2.8%</b>	
<b>Total Nashoba Regional School:</b>		<b>\$18,535,962</b>	<b>\$19,059,502</b>	<b>2.8%</b>	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Minuteman Voc Tech</b>					
<b>Operations &amp; Maintenance</b>					
Minuteman Voc Tech Assessment	0100-30- 312-60- 63220- 0000	\$2,145,103	\$2,574,524	20%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$2,145,103</b>	<b>\$2,574,524</b>	<b>20%</b>	
<b>Total Minuteman Voc Tech:</b>		<b>\$2,145,103</b>	<b>\$2,574,524</b>	<b>20%</b>	
<b>Total Schools:</b>		<b>\$20,681,065</b>	<b>\$21,634,026</b>	<b>4.6%</b>	
<b>Community Development</b>					Street Lights, traffic lights, electricity and repairs.
<b>Highway &amp; Streets</b>					
<b>Salary &amp; Wages</b>					
Superintendnt of Street Salary	0100-40- 420-50- 51100- 0000	\$125,218	\$111,749	-10.8%	
Highway Dept Secretary	0100-40- 420-50- 51140- 0000	\$55,144	\$58,214	5.6%	
Highway and Grounds Wages	0100-40- 420-50- 51200- 0000	\$586,491	\$623,621	6.3%	
Highway Grounds Overtime	0100-40- 420-50- 51220- 0000	\$35,104	\$36,775	4.8%	
EngineerTree Warden Salary	0100-40- 420-50- 51250- 0000	\$7,761	\$8,500	9.5%	
CBA Stipends	STIPENDS		\$8,000	N/A	
<b>Total Salary &amp; Wages:</b>		<b>\$809,718</b>	<b>\$846,859</b>	<b>4.6%</b>	
<b>Operations &amp; Maintenance</b>					
Utilities - Heating	0100-40- 420-60- 62100- 0000	\$3,000	\$0	-100%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Utilities - Electric	0100-40- 420-60- 62120- 0000	\$6,000	\$0	-100%	
Repairs Maint - Equipment	0100-40- 420-60- 62400- 0000	\$2,000	\$2,000	0%	
Repairs Maint - Building	0100-40- 420-60- 62420- 0000	\$20,000	\$20,000	0%	
Repairs Maint - Streets	0100-40- 420-60- 62460- 0000	\$105,000	\$115,000	9.5%	
Advertising	0100-40- 420-60- 63100- 0000	\$250	\$250	0%	
LaboratoryWater Analysis Exp	0100-40- 420-60- 63500- 0000	\$1,800	\$1,800	0%	
Supplies - Building	0100-40- 420-60- 64200- 0000	\$1,000	\$1,000	0%	
Supplies - Office and Computer	0100-40- 420-60- 64220- 0000	\$850	\$1,000	17.6%	
Municipal Grounds Expenses	0100-40- 420-60- 64600- 0000	\$6,500	\$6,500	0%	
Uniforms Clothing Allowance	0100-40- 420-60- 65800- 0000	\$18,600	\$15,000	-19.4%	
Professional Development	0100-40- 420-60- 67820- 0000	\$3,000	\$6,500	116.7%	
Purchase of Equipment	0100-40- 420-60- 68500- 0000	\$10,000	\$10,000	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$178,000</b>	<b>\$179,050</b>	<b>0.6%</b>	
<b>Total Highway &amp; Streets:</b>		<b>\$987,718</b>	<b>\$1,025,909</b>	<b>3.9%</b>	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Snow &amp; Ice</b>					
<b>Operations &amp; Maintenance</b>					
Other Expenses	0100-40-423-60-67800-0000	\$200,000	\$200,000	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$200,000</b>	<b>\$200,000</b>	<b>0%</b>	
<b>Total Snow &amp; Ice:</b>		<b>\$200,000</b>	<b>\$200,000</b>	<b>0%</b>	
<b>Municipal Lighting</b>					
<b>Operations &amp; Maintenance</b>					
Municipal Lighting	0100-40-424-60-63000-0000	\$7,000	\$7,000	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$7,000</b>	<b>\$7,000</b>	<b>0%</b>	
<b>Total Municipal Lighting:</b>		<b>\$7,000</b>	<b>\$7,000</b>	<b>0%</b>	
<b>Fuel</b>					
<b>Operations &amp; Maintenance</b>					
Gasoline and Diesel Fuel Expense	0100-40-429-60-67800-0000	\$76,000	\$98,261	29.3%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$76,000</b>	<b>\$98,261</b>	<b>29.3%</b>	
<b>Total Fuel:</b>		<b>\$76,000</b>	<b>\$98,261</b>	<b>29.3%</b>	
<b>Cemetery</b>					
<b>Salary &amp; Wages</b>					
Cemetery Superintendent	0100-40-491-50-51100-0000	\$81,933	\$87,527	6.8%	
Cemetery Department Wages	0100-40-491-50-51200-0000	\$9,000	\$4,000	-55.6%	
<b>Total Salary &amp; Wages:</b>		<b>\$90,933</b>	<b>\$91,527</b>	<b>0.7%</b>	
<b>Operations &amp; Maintenance</b>					



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Utilities - Electric	0100-40- 491-60- 62120- 0000	\$300	\$0	-100%	
Repairs Maint - Equipment	0100-40- 491-60- 62400- 0000	\$1,500	\$1,750	16.7%	
Repairs Maint - Building	0100-40- 491-60- 62420- 0000	\$500	\$500	0%	
Repairs Maint - Vehicle	0100-40- 491-60- 62440- 0000	\$1,000	\$0	-100%	
Rental/Lease of Equipment	0100-40- 491-60- 62700- 0000	\$1,000	\$2,350	135%	
Advertising	0100-40- 491-60- 63100- 0000	\$250	\$0	-100%	
Printing	0100-40- 491-60- 63120- 0000	\$350	\$0	-100%	
Supplies - Office and Computer	0100-40- 491-60- 64220- 0000	\$100	\$0	-100%	
Membership Dues Subscription	0100-40- 491-60- 67300- 0000	\$100	\$200	100%	
Other Expenses	0100-40- 491-60- 67800- 0000	\$500	\$0	-100%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$5,600</b>	<b>\$4,800</b>	<b>-14.3%</b>	
<b>Total Cemetery:</b>		<b>\$96,533</b>	<b>\$96,327</b>	<b>-0.2%</b>	
<b>Total Community Development:</b>		<b>\$1,367,251</b>	<b>\$1,427,497</b>	<b>4.4%</b>	
<b>Health &amp; Human Services</b>					
<b>Board of Health</b>					
<b>Salary &amp; Wages</b>					



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Bd of Health Admin Assistant	0100-50- 510-50- 51140- 0000	\$68,699	\$72,462	5.5%	
Health Department Wages	0100-50- 510-50- 51200- 0000	\$15,747	\$20,435	29.8%	
<b>Total Salary &amp; Wages:</b>		<b>\$84,446</b>	<b>\$92,897</b>	<b>10%</b>	
<b>Operations &amp; Maintenance</b>					
Nashoba Associated Board of Health	00000003	\$32,641	\$35,090	7.5%	
Animal Control Officer	0100-50- 510-60- 63010- 0000	\$35,000	\$35,000	0%	
Advertising	0100-50- 510-60- 63100- 0000	\$500	\$1,000	100%	
LaboratoryWater Analysis Exp	0100-50- 510-60- 63500- 0000	\$1,200	\$1,200	0%	
Supplies - Office and Computer	0100-50- 510-60- 64220- 0000	\$900	\$900	0%	
Supplies - Other	0100-50- 510-60- 64280- 0000	\$1,500	\$1,500	0%	
Membership Dues Subscription	0100-50- 510-60- 67300- 0000	\$500	\$500	0%	
Other Expenses	0100-50- 510-60- 67800- 0000	\$1,000	\$1,000	0%	
Professional Development	0100-50- 510-60- 67820- 0000	\$600	\$600	0%	
Health & Safety Expenses	0100-50- 510-60- 67842- 0000	\$500	\$500	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$74,341</b>	<b>\$77,290</b>	<b>4%</b>	





Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Total Board of Health:</b>		<b>\$158,787</b>	<b>\$170,187</b>	<b>7.2%</b>	
<b>COA</b>					
<b>Salary &amp; Wages</b>					
Receptionist	00000004	\$36,550	\$47,958	31.2%	
COA Director Wages	0100-50- 541-50- 51140- 0000	\$94,475	\$96,939	2.6%	
<i>COA Director Annual Salary</i>	<i>0100-50- 541-50- 51140- 0000</i>	<i>\$93,925</i>	<i>\$96,375</i>	<i>2.6%</i>	
<i>Employee Longevity Bonus</i>	<i>0100-50- 541-50- 51140- 0000</i>	<i>\$550</i>	<i>\$564</i>	<i>2.6%</i>	
Administrative Assistant	0100-50- 541-50- 51200- 0000	\$33,919	\$35,668	5.2%	
COA Van Driver Wages	0100-50- 541-50- 51210- 0000	\$50,458	\$53,040	5.1%	
Town Social Worker	0100-50- 541-50- 51215-0000	\$31,892	\$32,698	2.5%	
COA Outreach Coordinator Wages	0100-50- 541-50- 51220- 0000	\$27,082	\$30,937	14.2%	
COA Outreach Worker Wages	0100-50- 541-50- 51224- 0000	\$23,554	\$21,216	-9.9%	
COA Sub Van Driver Wages	0100-50- 541-50- 51240- 0000	\$10,236	\$15,903	55.4%	
<b>Total Salary &amp; Wages:</b>		<b>\$308,166</b>	<b>\$334,359</b>	<b>8.5%</b>	
<b>Operations &amp; Maintenance</b>					
Repairs Maint - Vehicles	0100-50- 541-60- 62440- 0000	\$6,000	\$6,275	4.6%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Postage	0100-50- 541-60- 63400- 0000	\$116	\$126	8.6%	
<i>Forever Postage Stamps</i>	<i>0100-50- 541-60- 63400- 0000</i>	<i>\$116</i>	<i>\$126</i>	<i>8.6%</i>	
Supplies - Office and Computer	0100-50- 541-60- 64220- 0000	\$1,100	\$1,000	-9.1%	
Travel and Meeting Expenses	0100-50- 541-60- 67100- 0000	\$400	\$200	-50%	
Membership Dues Subscription	0100-50- 541-60- 67300- 0000	\$550	\$565	2.7%	
<i>Massachusetts Council on Aging Association</i>	<i>0100-50- 541-60- 67300- 0000</i>	<i>\$320</i>	<i>\$325</i>	<i>1.6%</i>	
<i>Motion Picture License Corporation</i>	<i>0100-50- 541-60- 67300- 0000</i>	<i>\$120</i>	<i>\$130</i>	<i>8.3%</i>	
<i>BJ's Membership</i>	<i>0100-50- 541-60- 67300- 0000</i>	<i>\$110</i>	<i>\$110</i>	<i>0%</i>	
Professional Development	0100-50- 541-60- 67820- 0000	\$1,425	\$1,425	0%	
Minuteman Home Care Expense	0100-50- 541-60- 67844- 0000	\$1,706	\$1,706	0%	
COA Health Expenses	0100-50- 541-60- 67846- 0000	\$200	\$200	0%	
Drop-In Center Expenses	0100-50- 541-60- 67848- 0000	\$1,000	\$1,000	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$12,497</b>	<b>\$12,497</b>	<b>0%</b>	
<b>Total COA:</b>		<b>\$320,663</b>	<b>\$346,856</b>	<b>8.2%</b>	
<b>Veterans Services</b>					



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Salary &amp; Wages</b>					
Veterans Services Officer	0100-50- 543-50- 51100- 0000	\$2,370	\$2,442	3%	
<b>Total Salary &amp; Wages:</b>		<b>\$2,370</b>	<b>\$2,442</b>	<b>3%</b>	
<b>Operations &amp; Maintenance</b>					
Other Expenses	0100-50- 543-60- 67800- 0000	\$300	\$300	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$300</b>	<b>\$300</b>	<b>0%</b>	
<b>Total Veterans Services:</b>		<b>\$2,670</b>	<b>\$2,742</b>	<b>2.7%</b>	
<b>Total Health &amp; Human Services:</b>		<b>\$482,120</b>	<b>\$519,785</b>	<b>7.8%</b>	
<b>Culture &amp; Recreation</b>					
<b>Library</b>					
<b>Salary &amp; Wages</b>					
Library Directors Salary	0100-60- 610-50- 51100- 0000	\$95,472	\$94,415	-1.1%	
Library Wages	0100-60- 610-50- 51200- 0000	\$170,819	\$141,212	-17.3%	
<b>Total Salary &amp; Wages:</b>		<b>\$266,291</b>	<b>\$235,627</b>	<b>-11.5%</b>	
<b>Operations &amp; Maintenance</b>					
Utilities - Heating	0100-60- 610-60- 62100- 0000	\$7,283	\$0	-100%	
Utilities - Electric	0100-60- 610-60- 62120- 0000	\$6,243	\$0	-100%	
Repairs Maintenance- Building	0100-60- 610-60- 62420- 0000	\$16,000	\$0	-100%	
Network Membership Fee	0100-60- 610-60- 63500- 0000	\$31,000	\$33,000	6.5%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Maint Contracts - Equipment	0100-60- 610-60- 63800- 0000	\$1,500	\$1,500	0%	
Supplies - Office and Computer	0100-60- 610-60- 64220- 0000	\$6,000	\$5,000	-16.7%	
Purchase of Library Materials	0100-60- 610-60- 66850- 0000	\$16,000	\$35,000	118.8%	
Professional Development	0100-60- 610-60- 67820- 0000	\$1,200	\$3,500	191.7%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$85,226</b>	<b>\$78,000</b>	<b>-8.5%</b>	
<b>Total Library:</b>		<b>\$351,517</b>	<b>\$313,627</b>	<b>-10.8%</b>	
<b>Recreation</b>					
<b>Salary &amp; Wages</b>					
Directors Wages	0100-60- 630-50- 51100- 0000	\$88,192	\$90,855	3%	
Recreation Wages	0100-60- 630-50- 51140- 0000	\$14,000	\$14,744	5.3%	
<i>Director Longevity</i>	0100-60- 630-50- 51140- 0000	\$600	\$600	0%	
<i>Assistant Wages (1/2)</i>	0100-60- 630-50- 51140- 0000	\$13,400	\$14,144	5.5%	
<b>Total Salary &amp; Wages:</b>		<b>\$102,192</b>	<b>\$105,599</b>	<b>3.3%</b>	
<b>Operations &amp; Maintenance</b>					
Municipal Grounds Expense	0100-60- 630-60- 64600- 0000	\$24,500	\$24,500	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$24,500</b>	<b>\$24,500</b>	<b>0%</b>	
<b>Total Recreation:</b>		<b>\$126,692</b>	<b>\$130,099</b>	<b>2.7%</b>	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Lake Boon</b>					
<b>Operations &amp; Maintenance</b>					
Other Expenses	0100-60-631-60-67800-0000	\$7,733	\$3,067	-60.3%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$7,733</b>	<b>\$3,067</b>	<b>-60.3%</b>	
<b>Total Lake Boon:</b>		<b>\$7,733</b>	<b>\$3,067</b>	<b>-60.3%</b>	
<b>Historical Commission</b>					
<b>Operations &amp; Maintenance</b>					
Historical Commission Expenses	0100-60-691-60-67800-0000	\$1,200	\$1,200	0%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$1,200</b>	<b>\$1,200</b>	<b>0%</b>	
<b>Total Historical Commission:</b>		<b>\$1,200</b>	<b>\$1,200</b>	<b>0%</b>	
<b>Memorial Day</b>					
<b>Operations &amp; Maintenance</b>					
Memorial Day Expenses	0100-60-692-60-67800-0000	\$900	\$1,000	11.1%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$900</b>	<b>\$1,000</b>	<b>11.1%</b>	
<b>Total Memorial Day:</b>		<b>\$900</b>	<b>\$1,000</b>	<b>11.1%</b>	
<b>Lighting of Clock</b>					
<b>Operations &amp; Maintenance</b>					
Lighting of Clock Expenses	0100-60-698-60-62120-0000	\$100	\$0	-100%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$100</b>	<b>\$0</b>	<b>-100%</b>	
<b>Total Lighting of Clock:</b>		<b>\$100</b>	<b>\$0</b>	<b>-100%</b>	
<b>Total Culture &amp; Recreation:</b>		<b>\$488,143</b>	<b>\$448,993</b>	<b>-8%</b>	
<b>Debt</b>					



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Debt</b>					
<b>Debt</b>					
Maturing Prin Long-Term Debt	0100-70-710-60-69100-0000	\$1,448,211	\$1,493,296	3.1%	
Interest on Long-Term Debt	0100-70-751-60-69100-0000	\$714,809	\$679,441	-4.9%	
Interest on Temporary Loans	0100-70-752-60-69270-0000	\$1,000	\$1,000	0%	
<b>Total Debt:</b>		<b>\$2,164,020</b>	<b>\$2,173,737</b>	<b>0.4%</b>	
<b>Total Debt:</b>		<b>\$2,164,020</b>	<b>\$2,173,737</b>	<b>0.4%</b>	
<b>Total Debt:</b>		<b>\$2,164,020</b>	<b>\$2,173,737</b>	<b>0.4%</b>	
<b>Unclassified</b>					
<b>Group Insurance</b>					
<b>Benefits</b>					
Group Insurance	0100-90-914-60-61750-0000	\$1,050,000	\$1,215,000	15.7%	
<b>Total Benefits:</b>		<b>\$1,050,000</b>	<b>\$1,215,000</b>	<b>15.7%</b>	
<b>Total Group Insurance:</b>		<b>\$1,050,000</b>	<b>\$1,215,000</b>	<b>15.7%</b>	
<b>Insurance &amp; Bonds</b>					
<b>Operations &amp; Maintenance</b>					
Insurance and Bonds	0100-90-915-60-67800-0000	\$190,000	\$200,000	5.3%	
<b>Total Operations &amp; Maintenance:</b>		<b>\$190,000</b>	<b>\$200,000</b>	<b>5.3%</b>	
<b>Total Insurance &amp; Bonds:</b>		<b>\$190,000</b>	<b>\$200,000</b>	<b>5.3%</b>	
<b>Telephone</b>					
<b>Operations &amp; Maintenance</b>					
Telephone	0100-90-919-60-63420-0000	\$15,000	\$15,000	0%	



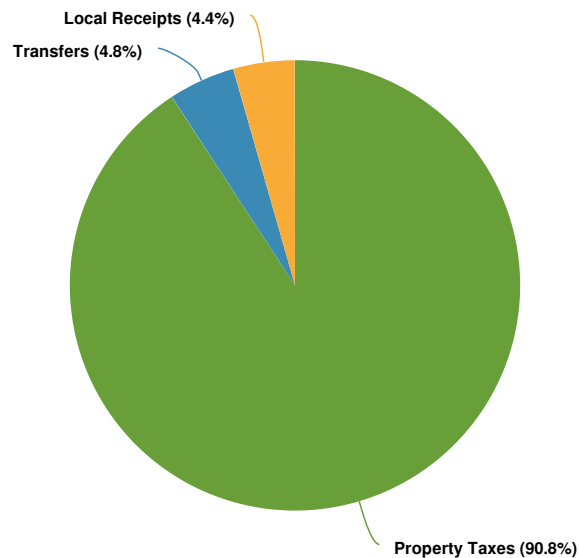
Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Total Operations & Maintenance:		\$15,000	\$15,000	0%	
Total Telephone:		\$15,000	\$15,000	0%	
Total Unclassified:		\$1,255,000	\$1,430,000	13.9%	
Total Expenditures:		\$31,408,625	\$33,111,129	5.4%	

## Revenues Summary

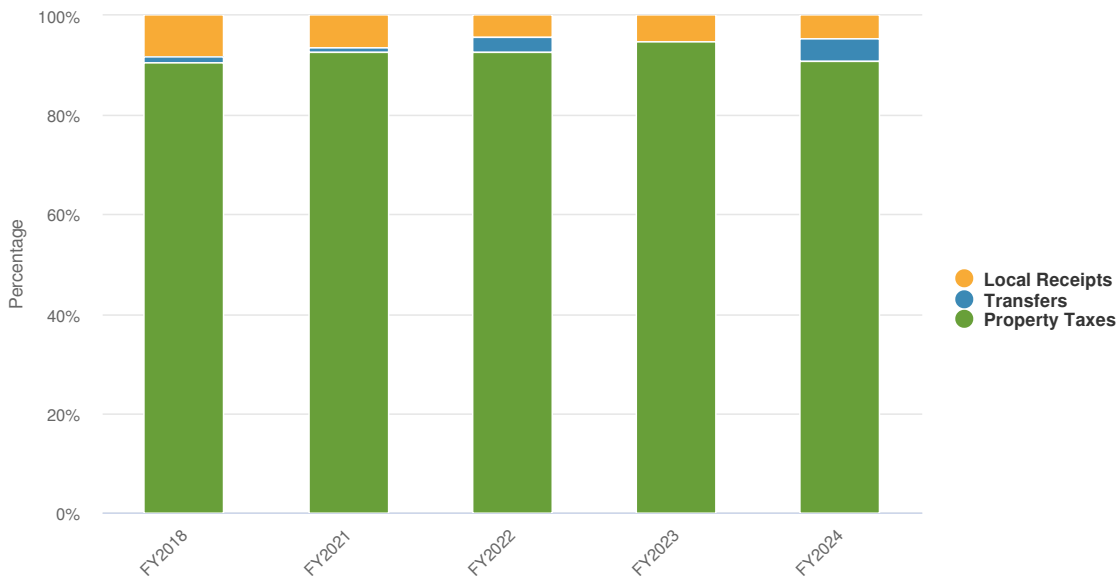
**\$38,303,571** **\$5,777,657**  
(17.76% vs. prior year)

## Revenues by Source

Projected 2024 Revenues by Source



### Budgeted and Historical 2024 Revenues by Source



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
<b>Revenue Source</b>					
<b>Property Taxes</b>					
2022 Real Estate Tax Revenue	0100-10-145-40-41200-2022	\$30,841,764	\$34,779,959	12.8%	
<b>Total Property Taxes:</b>		<b>\$30,841,764</b>	<b>\$34,779,959</b>	<b>12.8%</b>	
<b>Local Receipts</b>					
<b>Other Tax Revenue</b>					
2022 Motor Vehicle Excise Revenue	0000000002	\$975,000	\$1,100,000	12.8%	
2020 Motor Vehicle Excise Revenue	0100-10-145-40-41500-2020	\$10,000	\$0	-100%	
2021 Motor Vehicle Excise Revenue	0100-10-145-40-41500-2021	\$50,000	\$0	-100%	
Payment in Lieu of Taxes	0100-10-145-40-41800-0000	\$110,000	\$105,000	-4.5%	
Penalty and Interest-Prop Tax	0100-10-145-41-41710-0000	\$40,000	\$40,000	0%	
Penalty and Interest-Excise	0100-10-145-41-41720-0000	\$5,000	\$5,000	0%	
Penalty and Interest-Tax Liens	0100-10-145-41-41730-0000	\$40,000	\$0	-100%	
<b>Total Other Tax Revenue:</b>		<b>\$1,230,000</b>	<b>\$1,250,000</b>	<b>1.6%</b>	
<b>Charges for Services</b>					
Charges For Service-Ambulance	0100-20-220-42-42700-0000	\$180,000	\$190,000	5.6%	





Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Transportation Services	0100-50-541-42-42700-0000	\$20,000	\$0	-100%	
<b>Total Charges for Services:</b>		<b>\$200,000</b>	<b>\$190,000</b>	<b>-5%</b>	
<b>Fees</b>					
Fees - Board of Selectmen	0100-10-122-43-43290-0000	\$500	\$500	0%	
Rentals	0100-10-122-43-43610-0000	\$100	\$100	0%	
Fees - Tax Collector Charges	0100-10-145-43-43210-0000	\$22,000	\$18,000	-18.2%	
Fees - Motor Vehicle Flagging	0100-10-145-43-43211-0000	\$500	\$0	-100%	
Fees - Town Clerk	0100-10-161-43-43290-0000	\$10,000	\$9,100	-9%	
Fees - Conservation Commission	0100-10-171-43-43290-0000	\$3,000	\$3,000	0%	
Fees - Planning Board	0100-10-175-43-43290-0000	\$15,000	\$15,000	0%	
Fees - Board of Appeals Filing	0100-10-176-43-43210-0000	\$5,000	\$5,000	0%	
Fees - Police Dept	0100-20-210-43-43290-0000	\$12,000	\$12,000	0%	
Fees - FireEMS Dept	0100-20-220-43-43290-0000	\$12,000	\$12,000	0%	
Fees - Cemetery Burials	0100-40-491-43-43210-0000	\$8,000	\$8,000	0%	
Fees - Board of Health	0100-50-510-43-43290-0000	\$2,500	\$2,500	0%	
<b>Total Fees:</b>		<b>\$90,600</b>	<b>\$85,200</b>	<b>-6%</b>	
<b>Licenses &amp; Permits</b>					
Licenses - Liquor	0100-10-122-44-44110-0000	\$10,000	\$10,000	0%	
Licenses - Selectmen	0100-10-122-44-44210-0000	\$1,250	\$1,250	0%	
Licenses - Town Clerk	0100-10-161-44-44210-0000	\$300	\$300	0%	
Permits - Pistol	0100-20-210-44-44590-0000	\$3,000	\$2,350	-21.7%	
Permits - Building	0100-20-241-44-44510-0000	\$125,000	\$125,000	0%	
Trench Permits	0100-20-241-44-44590-0000	\$100	\$100	0%	
Permits - Gas Inspector	0100-20-242-44-44510-0000	\$100	\$100	0%	
Permits - Plumbing	0100-20-243-44-44510-0000	\$500	\$500	0%	
Permits - Wiring	0100-20-245-44-44510-0000	\$500	\$500	0%	



Name	Account ID	FY2023 Budgeted	FY2024 Budgeted	FY2023 Budgeted vs. FY2024 Budgeted (% Change)	Notes
Permits - Highway	0100-40-420-44-44590-0000	\$500	\$500	0%	
Licenses - Board of Health	0100-50-510-44-44210-0000	\$300	\$300	0%	
Permits - Board of Health	0100-50-510-44-44590-0000	\$1,500	\$1,500	0%	
<b>Total Licenses &amp; Permits:</b>		<b>\$143,050</b>	<b>\$142,400</b>	<b>-0.5%</b>	
<b>Fines</b>					
Fines - Court and CMVI	0100-20-210-47-47700-0000	\$3,500	\$3,500	0%	
<b>Total Fines:</b>		<b>\$3,500</b>	<b>\$3,500</b>	<b>0%</b>	
<b>Other Revenues</b>					
Other Miscellaneous Revenues	0100-00-000-48-48400-0000	\$6,000	\$10,000	66.7%	
Earnings on Investments	0100-10-145-48-48200-0000	\$11,000	\$11,500	4.5%	
<b>Total Other Revenues:</b>		<b>\$17,000</b>	<b>\$21,500</b>	<b>26.5%</b>	
<b>Total Local Receipts:</b>		<b>\$1,684,150</b>	<b>\$1,692,600</b>	<b>0.5%</b>	
<b>Transfers</b>					
Transfers From Spec Rev Funds	0100-90-900-49-49720-0000	\$0	\$1,831,012	N/A	
<b>Total Transfers:</b>		<b>\$0</b>	<b>\$1,831,012</b>	<b>N/A</b>	
<b>Total Revenue Source:</b>		<b>\$32,525,914</b>	<b>\$38,303,571</b>	<b>17.8%</b>	



TOWN OF STOW					
Date: 4/21/2023		2023 ANNUAL TOWN MEETING		Page: 1 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
INCOME USED FOR OPERATIONS					
PROPERTY TAX	31,160,990.96	34,779,959.00	11.61%	34,779,959.00	11.61%
STATE AID	517,077.00	527,784.00	2.07%	527,784.00	2.07%
STATE AID - SCHOOL BUILDING ASSISTANCE	0.00	0.00	0.00%	0.00	0.00%
LOCAL RECEIPTS	1,617,669.00	1,691,600.00	4.57%	1,691,600.00	4.57%
TRANSFER FROM OTHER FUNDS	205,215.00	200,930.00	-2.09%	200,930.00	-2.09%
FREE CASH	0.00	0.00	0.00%	0.00	0.00%
STABILIZATION FUND	0.00	0.00	0.00%	0.00	0.00%
OVERLAY SURPLUS FUNDS	0.00	0.00	0.00%	0.00	0.00%
CARRYOVER ARTICLES	0.00	0.00	0.00%	0.00	0.00%
INCOME USED FOR CAPITAL OUTLAYS					
PROPERTY TAX			0.00%		0.00%
FREE CASH FOR OPEB	235,000.00	235,000.00	0.00%	235,000.00	0.00%
FREE CASH - FOR CAPITAL ARTICLES	823,500.00	583,298.00	-29.17%	583,298.00	-29.17%
FREE CASH - FOR OPIOIDS	0.00	10,000.00	100.00%	10,000.00	100.00%
OVERLAY SURPLUS FUNDS FOR CAPITAL ARTICLES	0.00		0.00%		0.00%
FREE CASH FOR STABILIZATION	275,000.00	275,000.00	0.00%	275,000.00	0.00%
CARRYOVER ARTICLES	0.00		0.00%		0.00%
BORROW	0.00		0.00%		0.00%
TOTAL INCOME	34,834,451.96	38,303,571.00	9.96%	38,303,571.00	9.96%

TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 2 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
EXPENDITURES					
GENERAL MUNICIPAL BUDGET TOTAL	8,563,539.00	9,128,653.81	6.60%	9,303,366.00	8.64%
NASHOBA REG SCH DIST ASSESSMENT	18,535,962.00	18,535,962.00	0.00%	19,059,502.00	2.82%
MINUTEMAN VOC TECH ASSESSMENT	2,145,103.00	2,576,739.00	20.12%	2,574,524.00	20.02%
DEBT SERVICE	2,164,020.00	2,164,020.00	0.00%	2,173,737.00	0.45%
SPECIAL ARTICLES- RAISE & APPROPRIATE	474,100.00	671,733.00	41.69%	671,733.00	41.69%
SPECIAL ARTICLES - APPROPRIATE & TRANSFER	715,215.00	715,730.00	0.07%	715,730.00	0.07%
CAPITAL ARTICLES	823,500.00	583,298.00	-29.17%	583,298.00	-29.17%
TAX RECAP ITEMS	1,413,012.96	1,496,549.90	5.91%	1,496,549.90	5.91%
TOTAL EXPENDITURES	34,834,451.96	35,872,685.71	2.98%	36,578,439.90	5.01%
BUDGET SURPLUS (DEFICIT)	0.00	2,430,885.29	100.00%	1,725,131.10	100.00%

TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 3 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024 BUDGET	%
	FY 2023 VOTED BUDGET	2023 ATM FY 2024 BUDGET REQUESTED	% CHANGE OVER PRIOR YR	TOWN ADMINISTRATOR RECOMMEND	% CHANGE OVER PRIOR YR
PROPERTY TAX REVENUES					
PROP 2 1/2 LEVY LIMIT	29,894,404.00	31,011,216.00	3.74%	31,011,216.00	3.74%
AMENDED NEW GROWTH	17,997.00	0.00	-100.00%	0.00	-100.00%
2.5% INCREASE	747,810.00	775,280.00	3.67%	775,280.00	3.67%
NEW GROWTH	351,005.00	250,000.00	-28.78%	250,000.00	-28.78%
OVERRIDE	0.00		0.00%		0.00%
PROP 2 1/2 LEVY LIMIT	31,011,216.00	32,036,496.00	3.31%	32,036,496.00	3.31%
ADD: DEBT EXCLUSIONS	1,912,942.00	1,931,676.00	0.98%	1,931,676.00	0.98%
DEBT EXCLUSION - NRSD/MINUTEMAN	590,713.00	811,787.00	37.42%	811,787.00	37.42%
MAXIMUM ALLOWABLE	33,514,871.00	34,779,959.00	3.77%	34,779,959.00	3.77%
DEDUCT: UNUSED LEVY CAPACITY	(2,353,880.04)		-100.00%		-100.00%
TAX LEVY RAISED	31,160,990.96	34,779,959.00	11.61%	34,779,959.00	11.61%
PROPERTY TAX USED FOR CAPITAL OUTLAY	0.00	0.00	0.00%	0.00	0.00%
PROPERTY TAX USED FOR OPERATIONS	31,160,990.96	34,779,959.00	11.61%	34,779,959.00	11.61%

TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 4 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
STATE AID					
LOSS TAXES - STATE OWNED LAND	0.00		0.00%		0.00%
LOSS TAXES - VETS, BLIND, SURVIVING SPOUSE & ELDER	11,683.00	10,197.00	-12.72%	10,197.00	-12.72%
CHAPTER 70	0.00		0.00%		0.00%
UNRESTRICTED GENERAL GOVERNMENT AID	487,654.00	497,407.00	2.00%	497,407.00	2.00%
ADDITIONAL LOCAL AID	0.00		0.00%		0.00%
STATE AID HIGHWAY FUND CH. 81	0.00		0.00%		0.00%
MUNICIPAL STABILIZATION AID	0.00		0.00%		0.00%
VETERANS BENEFITS	17,740.00	20,180.00	13.75%	20,180.00	13.75%
PUBLIC LIBRARIES	14,928.00	16,331.00	9.40%	16,331.00	9.40%
GROSS STATE AID	532,005.00	544,115.00	2.28%	544,115.00	2.28%
DEDUCT: CHERRY SHEET OFFSETS	(14,928.00)	(16,331.00)	9.40%	(16,331.00)	9.40%
NET STATE AID	517,077.00	527,784.00	2.07%	527,784.00	2.07%

TOWN OF STOW					
Date: 4/21/2023		2023 ANNUAL TOWN MEETING		Page: 5 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
STATE AID -SCHOOL BUILDING ASSISTANCE	0.00	0.00	0.00%	0.00	0.00%
LOCAL RECEIPTS					
MOTOR VEHICLE EXCISE REV	1,030,869.00	1,100,000.00	6.71%	1,100,000.00	6.71%
OTHER EXCISE	2,500.00	2,500.00	0.00%	2,500.00	0.00%
PENALTY & INT ON TAX & EXCISE	45,000.00	45,000.00	0.00%	45,000.00	0.00%
PAYMENT IN LIEU OF TAXES	100,000.00	105,000.00	5.00%	105,000.00	5.00%
CHARGES FOR SERVICES - AMBULANCE FEES	185,000.00	190,000.00	2.70%	190,000.00	2.70%
FEES	85,000.00	85,000.00	0.00%	85,000.00	0.00%
RENTALS	200.00	200.00	0.00%	200.00	0.00%
DEPT REVENUE - LIBRARY	100.00	0.00	-100.00%	0.00	-100.00%
DEPT REVENUE - CEMETERY	7,500.00	8,000.00	6.67%	8,000.00	6.67%
DEPT REVENUE - OTHER	500.00	500.00	0.00%	500.00	0.00%
LICENSES AND PERMITS	125,000.00	130,000.00	4.00%	130,000.00	4.00%
FINES	3,900.00	3,900.00	0.00%	3,900.00	0.00%
INTEREST ON EARNINGS	11,000.00	11,500.00	4.55%	11,500.00	4.55%
SUPPLEMENTAL TAXES	0.00	0.00	0.00%	0.00	0.00%
ROLLBACK TAXES	0.00	0.00	0.00%	0.00	0.00%
MISCELLANEOUS NON-RECURRING	21,100.00	10,000.00	-52.61%	10,000.00	-52.61%
TOTAL LOCAL RECEIPTS	1,617,669.00	1,691,600.00	4.57%	1,691,600.00	4.57%

## TOWN OF STOW

Date: 4/21/2023

2023 ANNUAL TOWN MEETING

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## FY24 BUDGET FINAL TOWN MEETING APPROVED

				<b>FY 2024</b>	
		<b>2023 ATM</b>	<b>%</b>	<b>BUDGET</b>	<b>%</b>
	<b>FY 2023</b>	<b>FY 2024</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
<b>TRANSFER FROM OTHER FUNDS</b>					
PEG ACCESS AND CABLE RELATED FUND	146,870.00	147,585.00	0.49%	147,585.00	0.49%
COMMUNITY PRESERVATION COMMITTEE	45,000.00	40,000.00	-11.11%	40,000.00	-11.11%
WETLANDS PROTECTION FUND	3,020.00	3,020.00	0.00%	3,020.00	0.00%
CONSERVATION LAND MAINTENANCE	10,325.00	10,325.00	0.00%	10,325.00	0.00%
REAPPROPRIATE UNEXPENDED CAPITAL FUNDS	0.00		0.00%		0.00%
SALE OF CEMETERY LOTS	0.00		0.00%		0.00%
<b>TOTAL TRANSFER FROM OTHER FUNDS</b>	<b>205,215.00</b>	<b>200,930.00</b>	<b>-2.09%</b>	<b>200,930.00</b>	<b>-2.09%</b>
<b>FREE CASH USED FOR OPERATIONS</b>					
HOUSING MANAGEMENT SERVICES	0.00	0.00	0.00%	0.00	0.00%
FREE CASH FOR FY21 DEFICITS	0.00	0.00	0.00%	0.00	0.00%
FREE CASH - TO REDUCE TAX RATE	0.00	0.00	0.00%	0.00	0.00%
FREE CASH - FOR SNOW AND ICE ACCOUNT	0.00	0.00	0.00%	0.00	0.00%
<b>TOTAL FREE CASH USED FOR OPERATIONS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>



TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 7 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
FREE CASH USED					
OPEB TRUST FUND	235,000.00	235,000.00	0.00%	235,000.00	0.00%
STABILIZATION	200,000.00	200,000.00	0.00%	200,000.00	0.00%
CAPITAL STABILIZATION	75,000.00	75,000.00	0.00%	75,000.00	0.00%
OTHER CAPITAL	823,500.00	559,398.00	-32.07%	559,398.00	-32.07%
TOTAL FREE CASH USED FOR OPERATIONS	1,333,500.00	1,069,398.00	-19.81%	1,069,398.00	-19.81%
GENERAL BUDGET EXPENDITURES					
GENERAL GOVERNMENT					
MODERATOR					
MODERATOR'S SALARY	45.00	0.00	-100.00%	0.00	-100.00%
MODERATOR'S EXPENSES	46.00	250.00	443.48%	250.00	443.48%
MODERATOR EXPENSES	91.00	250.00	174.73%	250.00	174.73%
TOWN ADMINISTRATOR					
SELECTMEN'S OFFICE WAGES	89,598.00	91,603.50	2.24%	91,604.00	2.24%
SELECTMEN'S OFFICE EXPENSES	9,450.00	9,450.00	0.00%	9,450.00	0.00%
TOWN ADMINISTRATOR SALARY	150,328.00	154,838.36	3.00%	175,000.00	16.41%
ASSISTANT TOWN ADMINISTRATOR/HR DIRECTOR WAGE	91,709.00	94,468.95	3.01%	94,469.00	3.01%
TOWN ADMINISTRATOR OFFICE WAGES	2,500.00	3,000.00	20.00%	4,500.00	80.00%
PROCUREMENT WAGES	0.00	0.00	0.00%	62,500.00	100.00%
PERSONNEL EXPENSES	5,000.00	5,500.00	10.00%	5,500.00	10.00%
TOWN ADMINISTRATOR EXPENSES	11,250.00	11,250.00	0.00%	11,750.00	4.44%

TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 8 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
TOWN ADMINISTRATOR TOTAL	359,835.00	370,110.81	2.86%	454,773.00	26.38%
FINANCE COMMITTEE					
FINANCE COMMITTEE WAGES	1,000.00	0.00	-100.00%	0.00	-100.00%
RESERVE FUND	80,000.00	80,000.00	0.00%	80,000.00	0.00%
FINANCE COMMITTEE EXPENSES	1,000.00	1,000.00	0.00%	1,000.00	0.00%
FINANCE COMMITTEE TOTAL	82,000.00	81,000.00	-1.22%	81,000.00	-1.22%
TOWN ACCOUNTANT					
ACCOUNTANT'S SALARY	69,680.00	71,770.00	3.00%	71,770.00	3.00%
ACCOUNTANT'S OFFICE WAGES	500.00	500.00	0.00%	500.00	0.00%
ACCOUNTANT'S EXPENSES	2,125.00	2,150.00	1.18%	2,150.00	1.18%
TOWN ACCOUNTANT TOTAL	72,305.00	74,420.00	2.93%	74,420.00	2.93%

TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 9 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
ASSESSORS					
PRINCIPAL ASSESSOR WAGES	93,542.00	96,589.00	3.26%	96,589.00	3.26%
ASSESSORS' CLERICAL WAGES	98,790.00	103,384.00	4.65%	103,384.00	4.65%
ASSESSORS' EXPENSES	15,630.00	16,630.00	6.40%	16,630.00	6.40%
ASSESSORS' TOTAL	207,962.00	216,603.00	4.16%	216,603.00	4.16%
TREASURER-COLLECTOR					
TREASURER-COLLECTOR SALARY	90,745.00	93,122.00	2.62%	93,122.00	2.62%
TREAS-COLLECTOR CLERICAL WAGES	98,340.00	104,683.00	6.45%	104,683.00	6.45%
TREASURER-COLLECTOR EXPENSES	54,655.00	55,902.12	2.28%	56,282.00	2.98%
TREASURER-COLLECTOR TOTAL	243,740.00	253,707.12	4.09%	254,087.00	4.25%
INFORMATION TECHNOLOGY					
IT WAGES	45,832.00	45,836.58	0.01%	47,176.00	2.93%
IT EXPENSES	187,876.00	249,680.00	32.90%	285,000.00	51.70%
IT TOTAL	233,708.00	295,516.58	26.45%	332,176.00	42.13%
TOWN CLERK					
TOWN CLERK'S SALARY	94,426.00	97,583.94	3.34%	97,584.00	3.34%
TOWN CLERK'S OTHER WAGES	65,409.00	67,003.86	2.44%	67,004.00	2.44%
TOWN CLERK ELECTION WAGES	28,124.00	28,124.00	0.00%	21,000.00	-25.33%

## TOWN OF STOW

Date: 4/21/2023

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## FY24 BUDGET FINAL TOWN MEETING APPROVED

				<b>FY 2024</b>	
		<b>2023 ATM</b>	<b>%</b>	<b>BUDGET</b>	<b>%</b>
	<b>FY 2023</b>	<b>FY 2024</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
TOWN CLERK EXPENSES	29,043.00	29,118.00	0.26%	29,234.00	0.66%
<b>TOWN CLERK TOTAL</b>	217,002.00	221,829.80	2.22%	214,822.00	-1.00%
<b>CONSERVATION COMMISSION</b>					
CONSERVATION DIRECTOR	93,902.00	97,009.23	3.31%	97,010.00	3.31%
CONSER COMMISSN CLERICAL WAGES	55,794.00	63,068.89	13.04%	57,363.00	2.81%
CONSER COMMISSION EXPENSES	5,000.00	5,000.00	0.00%	8,600.00	72.00%
<b>CONSERVATION COMMISSION TOTAL</b>	154,696.00	165,078.12	6.71%	162,973.00	5.35%
<b>PLANNING BOARD</b>					
TOWN PLANNER	102,344.00	92,104.32	-10.01%	92,105.00	-10.00%
PLANNING BOARD CLERICAL WAGES	86,503.00	108,265.19	25.16%	111,966.00	29.44%
PLANNING BOARD EXPENSES	5,250.00	11,300.00	115.24%	11,300.00	115.24%
<b>PLANNING BOARD TOTAL</b>	194,097.00	211,669.51	9.05%	215,371.00	10.96%

TOWN OF STOW					
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FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
BOARD OF APPEALS					
BOARD OF APPEALS CLERICAL WAGES	29,390.00	29,890.00	1.70%	0.00	-100.00%
BOARD OF APPEALS EXPENSES	4,250.00	4,250.00	0.00%	0.00	-100.00%
BOARD OF APPEALS TOTAL	33,640.00	34,140.00	1.49%	0.00	-100.00%
MUNICIPAL BUILDING					
MUNI BUILDING & PROPERTY WAGES	176,298.00	182,085.11	3.28%	183,648.00	4.17%
MUNI BUILDNG & PROPERTY EXPENSE	172,910.00	178,031.30	2.96%	220,176.00	27.34%
MUNICIPAL BUILDING TOTAL	349,208.00	360,116.41	3.12%	403,824.00	15.64%
OTHER GENERAL GOVERNMENT					
TOWN REPORTS EXPENSES	7,500.00	7,500.00	0.00%	7,500.00	0.00%
CAPITAL PROGRAM COMMITT EXPENS	0.00		0.00%		0.00%
OTHER GENERAL GOVERNMENT TOTAL	7,500.00	7,500.00	0.00%	7,500.00	0.00%
TOTAL GENERAL GOVERNMENT	2,155,784.00	2,291,941.35	6.32%	2,417,799.00	12.15%
PUBLIC SAFETY					
POLICE DEPT					

## TOWN OF STOW

Date: 4/21/2023

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## FY24 BUDGET FINAL TOWN MEETING APPROVED

				<b>FY 2024</b>	
		<b>2023 ATM</b>	<b>%</b>	<b>BUDGET</b>	<b>%</b>
	<b>FY 2023</b>	<b>FY 2024</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
POLICE CHIEF SALARY	135,460.00	139,523.00	3.00%	139,523.00	3.00%
POLICE & DISPATCH WAGES	1,471,873.00	1,564,355.00	6.28%	1,568,362.00	6.56%
POLICE & DISPATCH EXPENSES	122,300.00	124,625.00	1.90%	109,425.00	-10.53%
<b>POLICE DEPT TOTAL</b>	<b>1,729,633.00</b>	<b>1,828,503.00</b>	<b>5.72%</b>	<b>1,817,310.00</b>	<b>5.07%</b>
<b>FIRE AND EMS</b>					
FIRE CHIEF'S SALARY	107,120.00	110,333.60	3.00%	110,334.00	3.00%
FIRE AND EMS WAGES	719,454.00	882,469.47	22.66%	859,251.00	19.43%
FIRE AND EMS EXPENSES	82,400.00	87,240.00	5.87%	89,090.00	8.12%
<b>FIRE AND EMS TOTAL</b>	<b>908,974.00</b>	<b>1,080,043.07</b>	<b>18.82%</b>	<b>1,058,675.00</b>	<b>16.47%</b>

TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING Page: 13 of 23				
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
BUILDING INSPECTOR					
BUILDING INSPECTOR WAGES	103,748.00	106,899.07	3.04%	106,899.00	3.04%
BUILDING DEPARTMENT CLERICAL WAGES	63,642.00	67,463.30	6.00%	67,463.00	6.00%
BUILDING INSPECTOR EXPENSES	8,745.00	8,245.00	-5.72%	8,945.00	2.29%
BUILDING INSPECTOR TOTAL	176,135.00	182,607.37	3.67%	183,307.00	4.07%
TOTAL PUBLIC SAFETY	2,814,742.00	3,091,153.44	9.82%	3,059,292.00	8.69%
PUBLIC WORKS AND FACILITIES					
HIGHWAYS AND GROUNDS					
SUPT OF STREETS SALARY	125,218.00	129,018.00	3.03%	111,749.00	-10.76%
HIGHWAYS & GROUNDS WAGES	685,000.00	751,765.84	9.75%	735,110.00	7.32%
HIGHWAYS & GROUNDS EXPENSES	178,000.00	192,000.00	7.87%	179,050.00	0.59%
SNOW AND ICE REMOVAL EXPENSE	200,000.00	200,000.00	0.00%	200,000.00	0.00%
HIGHWAYS & GROUNDS TOTAL	1,188,218.00	1,272,783.84	7.12%	1,225,909.00	3.17%
MUNICIPAL LIGHTING	7,000.00	7,000.00	0.00%	7,000.00	0.00%
GASOLINE & DIESEL FUEL EXPENSE	76,000.00	98,261.00	29.29%	98,261.00	29.29%
CEMETERY DEPT					
CEMETERY SUPERINTENDENT	81,933.00	87,527.00	6.83%	87,527.00	6.83%
CEMETERY SALARY AND WAGES	9,000.00	11,000.00	22.22%	4,000.00	-55.56%

TOWN OF STOW					
Date: 4/21/2023		2023 ANNUAL TOWN MEETING		Page: 14 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
CEMETERY EXPENSES	5,600.00	5,600.00	0.00%	4,800.00	-14.29%
CEMETERY DEPT TOTAL	96,533.00	104,127.00	7.87%	96,327.00	-0.21%
TOTAL PUBLIC WORK & FACILITIES	1,367,751.00	1,482,171.84	8.37%	1,427,497.00	4.37%
HUMAN SERVICES					
HEALTH DEPT					
HEALTH OFFICE ADMINISTRATOR	68,699.00	72,462.00	5.48%	72,462.00	5.48%
HEALTH DEPARTMENT WAGES	15,747.00	19,928.00	26.55%	20,435.00	29.77%
HEALTH DEPARTMENT EXPENSES	74,341.00	77,289.83	3.97%	77,290.00	3.97%
HEALTH DEPT TOTAL	158,787.00	169,679.83	6.86%	170,187.00	7.18%



TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 15 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
COUNCIL ON AGING					
EXECUTIVE DIRECTOR'S SALARY	94,476.00	96,938.50	2.61%	96,939.00	2.61%
COUNCIL ON AGING WAGES	213,690.00	237,420.30	11.11%	237,420.00	11.10%
COUNCIL ON AGING EXPENSES	12,497.00	12,497.00	0.00%	12,497.00	0.00%
COUNCIL ON AGING TOTAL	320,663.00	346,855.80	8.17%	346,856.00	8.17%
VETERANS DEPT					
VETERANS' AGENT SALARY	2,370.00	2,441.13	3.00%	2,442.00	3.04%
VETERANS' AGENT EXPENSES	300.00	300.00	0.00%	300.00	0.00%
VETERANS DEPT TOTAL	2,670.00	2,741.13	2.66%	2,742.00	2.70%
TOTAL HUMAN SERVICES	482,120.00	519,276.76	7.71%	519,785.00	7.81%
CULTURE AND RECREATION					
LIBRARY DEPT					
LIBRARY DIRECTOR'S SALARY	95,472.00	95,472.00	0.00%	94,415.00	-1.11%
LIBRARY WAGES	170,819.00	170,819.22	0.00%	141,212.00	-17.33%
LIBRARY EXPENSES	85,226.00	87,797.00	3.02%	78,000.00	-8.48%
LIBRARY TOTAL	351,517.00	354,088.22	0.73%	313,627.00	-10.78%
RECREATION COMMISSION					
RECREATION DIRECTOR	88,192.00	90,854.40	3.02%	90,855.00	3.02%

TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 16 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
RECREATION WAGES	14,000.00	14,400.80	2.86%	14,744.00	5.31%
RECREATION EXPENSES	24,500.00	24,500.00	0.00%	24,500.00	0.00%
RECREATION TOTAL	126,692.00	129,755.20	2.42%	130,099.00	2.69%
LAKE BOON COMMISSION					
LAKE BOON COMMISSION EXPENSES	7,733.00	3,067.00	-60.34%	3,067.00	-60.34%
LAKE BOON COMMISSION TOTAL	7,733.00	3,067.00	-60.34%	3,067.00	-60.34%
HISTORICAL COMMISSION EXPENSES	1,200.00	1,200.00	0.00%	1,200.00	0.00%
MEMORIAL DAY EXPENSES	900.00	900.00	0.00%	1,000.00	11.11%
LIGHTING OF CLOCK EXPENSES	100.00	100.00	0.00%		-100.00%
TOTAL CULTURE AND RECREATION	488,142.00	489,110.42	0.20%	448,993.00	-8.02%

TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING Page: 17 of 23				
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
TOWN WIDE EXPENSES					
GROUP INSURANCE	1,050,000.00	1,050,000.00	0.00%	1,215,000.00	15.71%
INSURANCE & BONDS	190,000.00	190,000.00	0.00%	200,000.00	5.26%
TELEPHONE	15,000.00	15,000.00	0.00%	15,000.00	0.00%
TOTAL TOWN WIDE EXPENSES	1,255,000.00	1,255,000.00	0.00%	1,430,000.00	13.94%
GENERAL MUNICIPAL BUDGET TOTAL	8,563,539.00	9,128,653.81	6.60%	9,303,366.00	8.64%
EDUCATION					
SCHOOL DISTRICTS					
OTHER VOCATIONAL EDUCATION EXP	0.00	0.00	0.00%	0.00	0.00%
NASHOBA REG SCH DIST ASSESSMENT	18,535,962.00	18,535,962.00	0.00%	19,059,502.00	2.82%
MINUTEMAN VOC TECH ASSESSMENT	2,145,103.00	2,576,739.00	20.12%	2,574,524.00	20.02%
DISTRICT ASSESSMENTS	20,681,065.00	21,112,701.00	2.09%	21,634,026.00	4.61%
TOTAL EDUCATION	20,681,065.00	21,112,701.00	2.09%	21,634,026.00	4.61%
DEBT SERVICE					
PRINCIPAL					
MATURING PRIN LONG-TERM DEBT	1,242,000.00	1,242,000.00	0.00%	1,287,000.00	3.62%

TOWN OF STOW					
Date: 4/21/2023		2023 ANNUAL TOWN MEETING		Page: 18 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
MATUR PRIN/LONG-TRM DBT/NON-EXEMPT	206,211.00	206,211.00	0.00%	206,296.00	0.04%
MATURING PRINCIPAL	1,448,211.00	1,448,211.00	0.00%	1,493,296.00	3.11%
INTEREST					
INT ON LONG-TERM DEBT-BONDS	687,911.00	687,911.00	0.00%	644,676.00	-6.28%
INT LONG-TERM DEBT/NON-EXEMPT	26,898.00	26,898.00	0.00%	34,765.00	29.25%
INT ON TEMPORARY LOANS-REVENUE	1,000.00	1,000.00	0.00%	1,000.00	0.00%
INTEREST ON MATURING DEBT	715,809.00	715,809.00	0.00%	680,441.00	-4.94%
TOTAL DEBT SERVICE	2,164,020.00	2,164,020.00	0.00%	2,173,737.00	0.45%
TOTAL BUDGET REQUEST	31,408,624.00	32,405,374.81	3.17%	33,111,129.00	5.42%

TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 19 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
SPECIAL ARTICLES - RAISE AND APPROPRIATE					
LEGAL SERVICES	100,000.00	100,000.00	0.00%	100,000.00	0.00%
LAND COURT-TAX TITLE FORECLOSURE	2,000.00	0.00	-100.00%	0.00	-100.00%
SELECTMEN'S SMALL PURCHASES	3,000.00	3,000.00	0.00%	3,000.00	0.00%
AUDIT TOWN'S FINANCIAL RECORDS	15,000.00	25,000.00	66.67%	25,000.00	66.67%
WEIGHTS AND MEASURES	1,000.00	3,500.00	250.00%	3,500.00	250.00%
PLANNING BOARD - ENGIN/CONSULT/MASTER PLAN	10,000.00	15,000.00	50.00%	15,000.00	50.00%
CONSERVATION TRUST FUND	5,000.00	5,000.00	0.00%	5,000.00	0.00%
PROF ASSIST-PROPERTY VALUATION	12,000.00	12,000.00	0.00%	12,000.00	0.00%
BINDING AND REPAIRING TOWN RECORDS	2,000.00	0.00	-100.00%	0.00	-100.00%
CULTURAL COUNCIL	1,500.00	1,500.00	0.00%	1,500.00	0.00%
ROAD MACHINERY EXPENSES	80,000.00	90,000.00	12.50%	90,000.00	12.50%
REPAIR PRIVATE WAYS	15,000.00	15,000.00	0.00%	15,000.00	0.00%
WATER OPERATOR	50,000.00	50,000.00	0.00%	50,000.00	0.00%
HAZARDOUS WASTE COLLECTION DAY	5,000.00	5,000.00	0.00%	5,000.00	0.00%
MUNICIPAL SOLID WASTE CONTAINER	500.00	500.00	0.00%	500.00	0.00%
EDUCATIONAL INCENTIVE PROGRAM	0.00		0.00%	0.00	0.00%
EMERGENCY NOTIFICATION SYSTEM	3,000.00	6,000.00	100.00%	6,000.00	100.00%
WATER HOLE MAINTENANCE	5,000.00	5,000.00	0.00%	5,000.00	0.00%
MUNICIPAL PARKING LOT MAINTENANCE	10,000.00	10,000.00	0.00%	10,000.00	0.00%
VETERANS BENEFITS	10,000.00	20,000.00	100.00%	20,000.00	100.00%
HOLIDAY DECORATION FUND	7,000.00	7,000.00	0.00%	7,000.00	0.00%
HIGHWAY ENGINEERING	4,000.00	4,000.00	0.00%	4,000.00	0.00%
LAKE BOON WATER QUALITY REMEDIATION	9,500.00	14,033.00	47.72%	14,033.00	47.72%
PLANNING - KANE LAND	0.00	35,000.00	100.00%	35,000.00	100.00%
CEMETERY SHED	0.00	9,500.00	100.00%	9,500.00	100.00%
SPRINGFEST	0.00	6,000.00	100.00%	6,000.00	100.00%
LAKE BOON SAFETY BOAT PATROL	5,000.00	0.00	-100.00%	0.00	-100.00%
MS4 PERMIT REQUIREMENTS	40,000.00	50,000.00	25.00%	50,000.00	25.00%
PLANNING BOARD - COMPREHENSIVE PLAN CONSULTAN	0.00	100,000.00	100.00%	100,000.00	100.00%

## TOWN OF STOW

Date: 4/21/2023

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## FY24 BUDGET FINAL TOWN MEETING APPROVED

				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
HIGHWAY EQUIPMENT	16,500.00		-100.00%	0.00	-100.00%
CEMETERY SURVEY WORK	0.00	8,000.00	100.00%	8,000.00	100.00%
ONLINE PERMIT AND LICENSE FEES	6,000.00	0.00	-100.00%	0.00	-100.00%
CLEARGOV BUDGETING SOFTWARE	20,000.00	18,000.00	-10.00%	18,000.00	-10.00%
CONTRIBUTION TO OAR -ASSABET RIVER CLEANUP	1,600.00		-100.00%	0.00	-100.00%
FIRE PPE	6,000.00	6,000.00	0.00%	6,000.00	0.00%
GREEN ADVISORY FUNDING	15,000.00	14,400.00	-4.00%	14,400.00	-4.00%
UNEMPLOYMENT COMPENSATION	5,000.00	5,000.00	0.00%	5,000.00	0.00%
CEMETERY EQUIPMENT	8,500.00	9,800.00	15.29%	9,800.00	15.29%
HISTORICAL COMMISSION	0.00	10,000.00	100.00%	10,000.00	100.00%
SIDEWALK FUND	0.00	8,500.00	100.00%	8,500.00	100.00%
<b>SPECIAL ARTICLES - RAISE AND APPROPRIATE</b>	474,100.00	671,733.00	41.69%	671,733.00	41.69%

TOWN OF STOW					
Date: 4/21/2023		2023 ANNUAL TOWN MEETING		Page: 21 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
SPECIAL ARTICLES - APPROPRIATE & TRANSFER					
CONSERVATION LAND MAINT TO TRUST	10,325.00	6,182.00	-40.13%	6,182.00	-40.13%
CONS COMM-WET ACT EXP	3,020.00	1,963.00	-35.00%	1,963.00	-35.00%
FREE CASH TO OPEB	235,000.00	235,000.00	0.00%	235,000.00	0.00%
OVERLAY SURPLUS TO OPEB	0.00	0.00	0.00%	0.00	0.00%
PEG	146,870.00	147,585.00	0.49%	147,585.00	0.49%
COMMUNITY PRESERVATION COMMITTEE ADMIN	45,000.00	40,000.00	-11.11%	40,000.00	-11.11%
FREE CASH TO STABILIZATION	200,000.00	200,000.00	0.00%	200,000.00	0.00%
FREE CASH TO CAPITAL STABILIZATION	75,000.00	75,000.00	0.00%	75,000.00	0.00%
FREE CASH TO OPIOID SETTLEMENT	0.00	10,000.00	100.00%	10,000.00	100.00%
SPECIAL ARTICLES-APPROPRIATE & TRANSFER	715,215.00	715,730.00	0.07%	715,730.00	0.07%
CAPITAL ARTICLES					
POLICE CRUISERS (SUV)	48,750.00		-100.00%		-100.00%
HIGHWAY FEASIBILITY STUDY	100,000.00		-100.00%		-100.00%
FARM LANE RESURFACING/CURBING	55,000.00		-100.00%		-100.00%
LAKE BOON DAM REPAIRS	300,000.00		-100.00%		-100.00%
6-WHEEL DUMP TRUCK	300,000.00		-100.00%		-100.00%
HALE GYMASIUM FLOOR	19,750.00		-100.00%		-100.00%
CEMETERY TRUCK REPLACEMENT		95,000.00	100.00%	95,000.00	100.00%
MILITIA CIRCLE MILL & PAVE		75,000.00	100.00%	75,000.00	100.00%
WHEELER ROAD BRIDGE REPAIR		70,000.00	100.00%	70,000.00	100.00%
POLICE RESPONDER PICKUP TRUCK		90,000.00	100.00%	90,000.00	100.00%
REPLACEMENT OF POLICE CELL TOILETS		12,000.00	100.00%	12,000.00	100.00%
PAINTING OF TOWN BUILDING		25,000.00	100.00%	25,000.00	100.00%
KEYLESS ENTRY AT POMPO		15,000.00	100.00%	15,000.00	100.00%
HALE INTERIOR DOORS		100,000.00	100.00%	100,000.00	100.00%
HALE AUDITORIUM COMPRESSOR REPLACEMENT		66,298.00	100.00%	66,298.00	100.00%

## TOWN OF STOW

Date: 4/21/2023

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## FY24 BUDGET FINAL TOWN MEETING APPROVED

				<b>FY 2024</b>	
		<b>2023 ATM</b>	<b>%</b>	<b>BUDGET</b>	<b>%</b>
	<b>FY 2023</b>	<b>FY 2024</b>	<b>CHANGE</b>	<b>TOWN</b>	<b>CHANGE</b>
	<b>VOTED</b>	<b>BUDGET</b>	<b>OVER</b>	<b>ADMINISTRATOR</b>	<b>OVER</b>
	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PRIOR YR</b>	<b>RECOMMEND</b>	<b>PRIOR YR</b>
HALE & CENTER PFAS FILTER UPGRADE		35,000.00	100.00%	35,000.00	100.00%
			0.00%		0.00%
			0.00%		0.00%
			0.00%		0.00%
<b>TOTAL CAPITAL ARTICLES</b>	823,500.00	583,298.00	-29.17%	583,298.00	-29.17%
<b>APPROPRIATION DEFICITS TO BE RAISED</b>			0.00%		0.00%
<b>OVERLAY DEFICITS</b>			0.00%		0.00%
<b>COUNTY RETIREMENT</b>	1,147,938.00	1,205,334.90	5.00%	1,205,334.90	5.00%



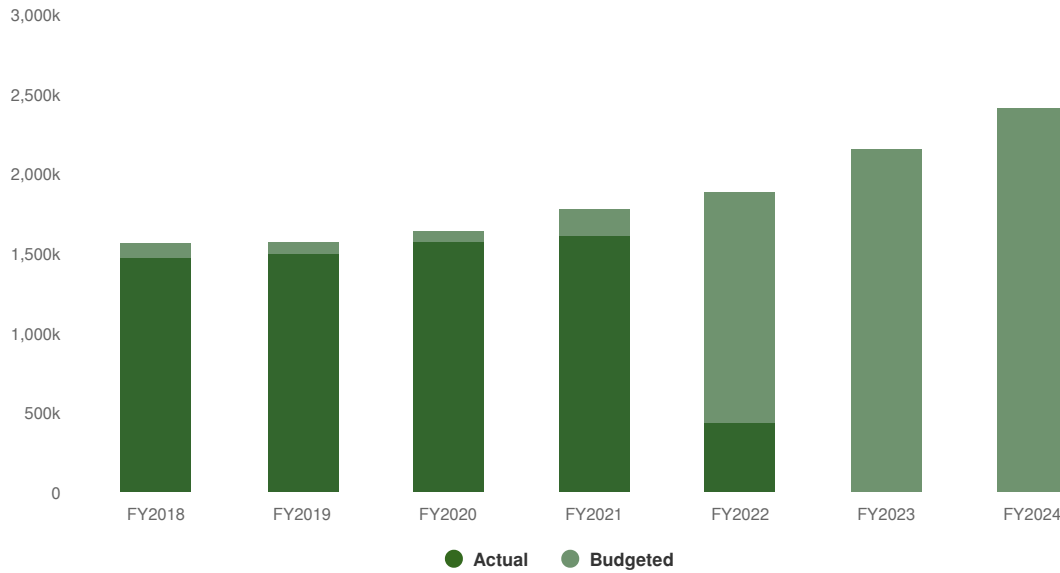
TOWN OF STOW					
Date: 4/21/2023	2023 ANNUAL TOWN MEETING			Page: 23 of 23	
FY24 BUDGET FINAL TOWN MEETING APPROVED					
				FY 2024	
		2023 ATM	%	BUDGET	%
	FY 2023	FY 2024	CHANGE	TOWN	CHANGE
	VOTED	BUDGET	OVER	ADMINISTRATOR	OVER
	BUDGET	REQUESTED	PRIOR YR	RECOMMEND	PRIOR YR
STATE AND COUNTY CHARGES					
SPECIAL EDUCATION	0.00		0.00%		0.00%
MOSQUITO CONTROL PROJECTS	56,192.00	56,034.00	-0.28%	56,034.00	-0.28%
METRO AIR POLLUTION CONTRL DIST	2,585.00	2,624.00	1.51%	2,624.00	1.51%
ENERGY CONSERVATION ASSESSMENT	0.00		0.00%		0.00%
METRO AREA PLANNING COUNCIL	4,007.00	4,091.00	2.10%	4,091.00	2.10%
MBTA	10,736.00	2,626.00	-75.54%	2,626.00	-75.54%
REGIONAL TRANSIT	39,472.00	49,000.00	24.14%	49,000.00	24.14%
COUNTY TAX	0.00		0.00%		0.00%
RMV NON-RENEWAL SURCHARGE	1,280.00	1,840.00	43.75%	1,840.00	43.75%
TOTAL INTERGOVERNMENTAL	114,272.00	116,215.00	1.70%	116,215.00	1.70%
ALLOWANCE FOR ABATEMENTS & EXEMPT	150,802.96	175,000.00	16.05%	175,000.00	16.05%
TOTAL TAX RECAP ITEMS	1,413,012.96	1,496,549.90	5.91%	1,496,549.90	5.91%

# General Government

## Expenditures Summary

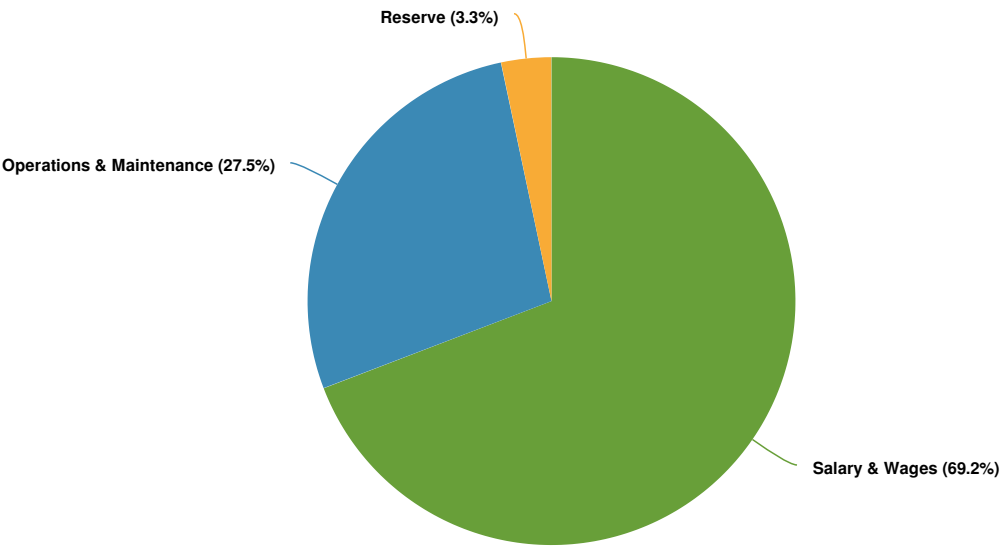
**\$2,417,799** **\$261,515**  
(12.13% vs. prior year)

General Government Proposed and Historical Budget vs. Actual

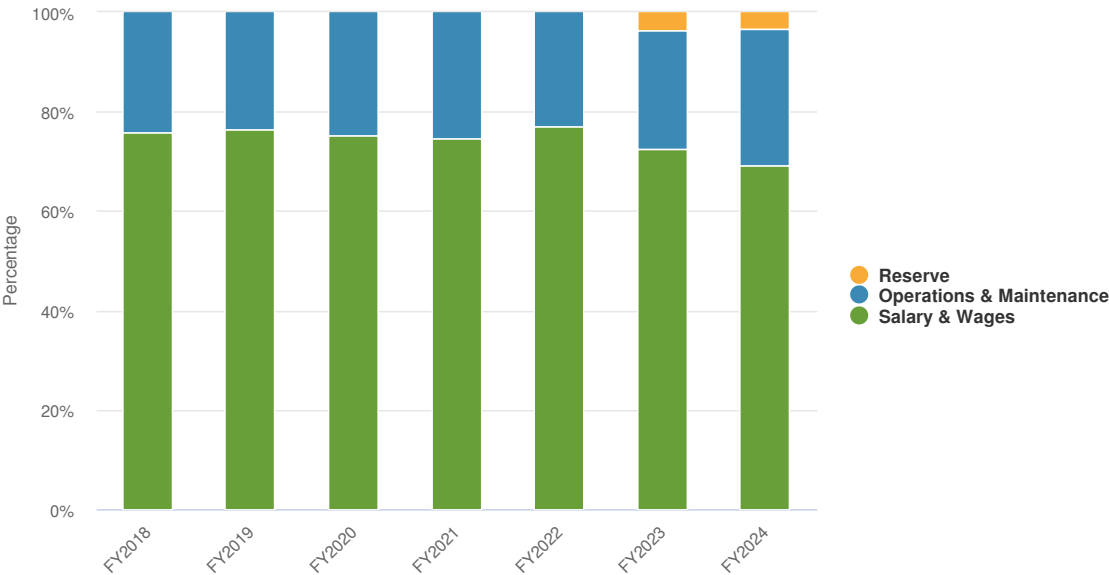


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type

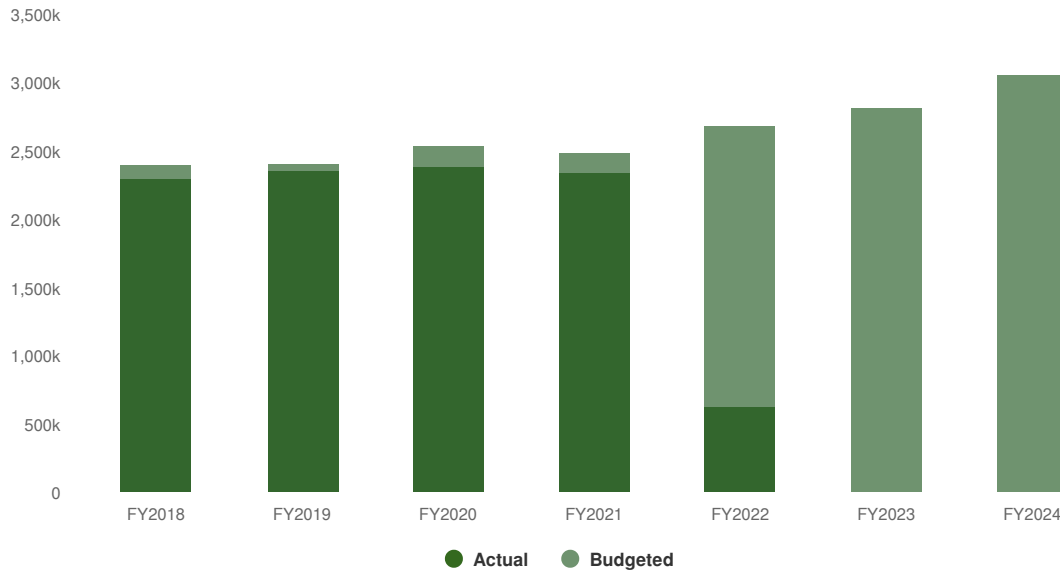


# Public Safety

## Expenditures Summary

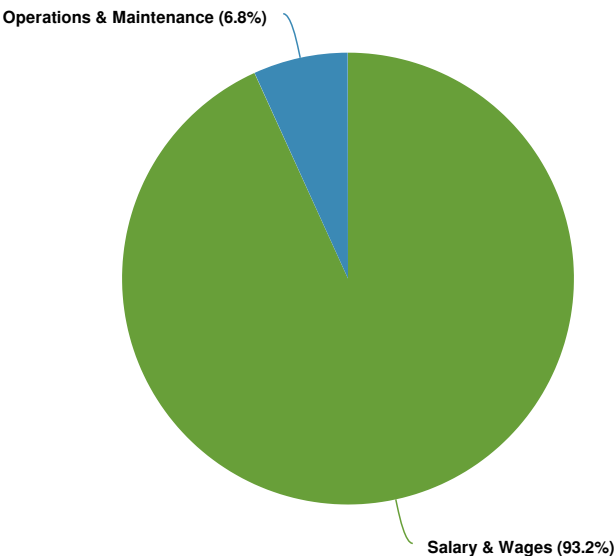
**\$3,059,292** **\$244,551**  
(8.69% vs. prior year)

Public Safety Proposed and Historical Budget vs. Actual

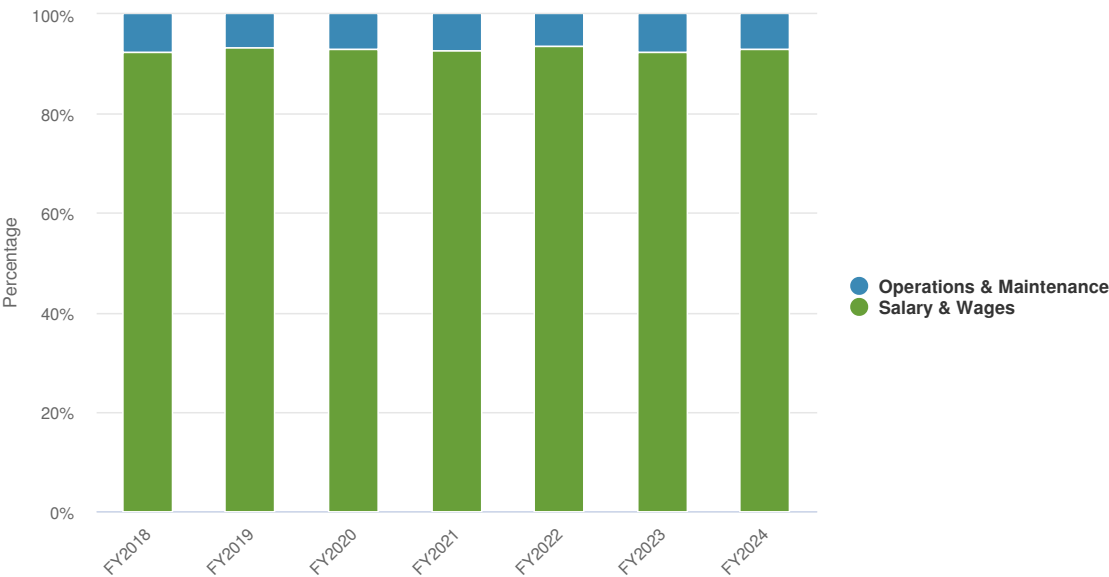


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type



# Schools

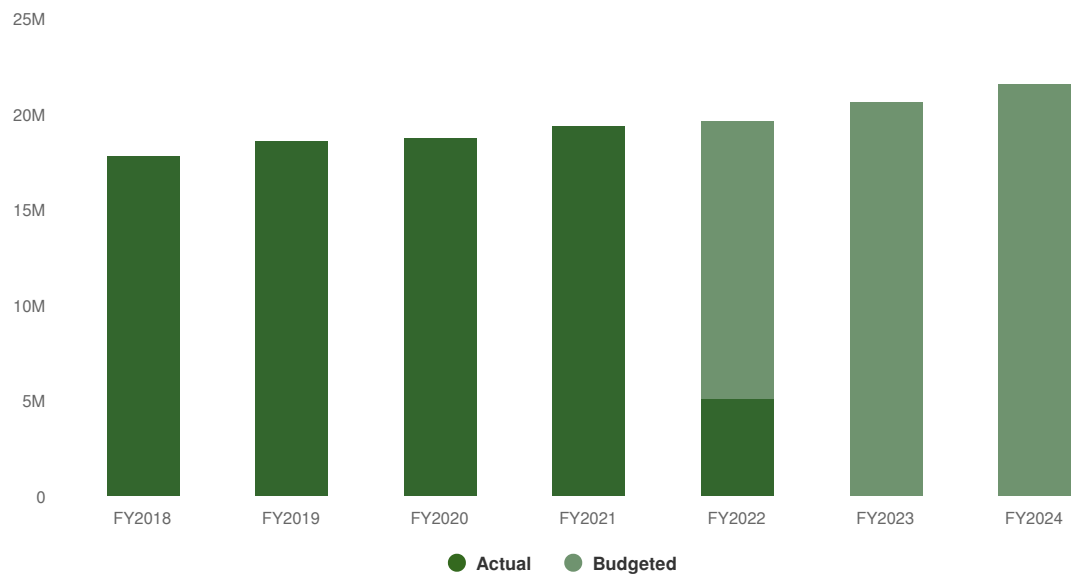
## Expenditures Summary

\$21,634,026

\$952,961

(4.61% vs. prior year)

Schools Proposed and Historical Budget vs. Actual

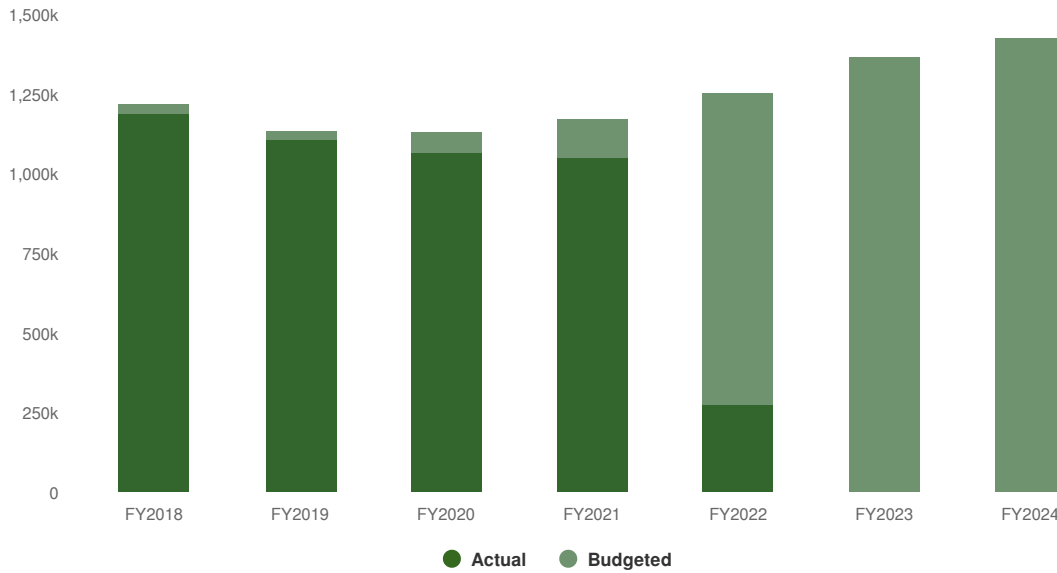


## Public Works

### Expenditures Summary

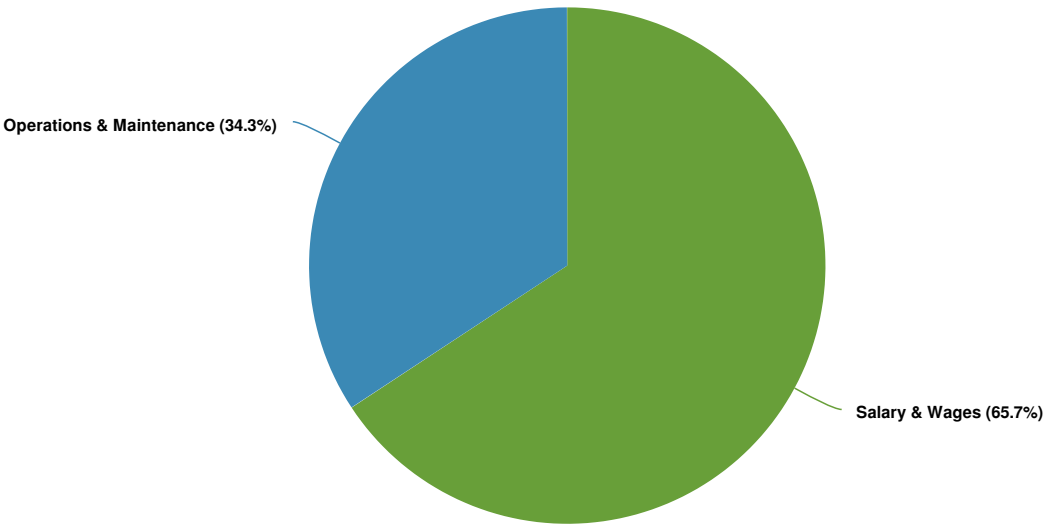
**\$1,427,497** **\$60,246**  
(4.41% vs. prior year)

#### Public Works Proposed and Historical Budget vs. Actual

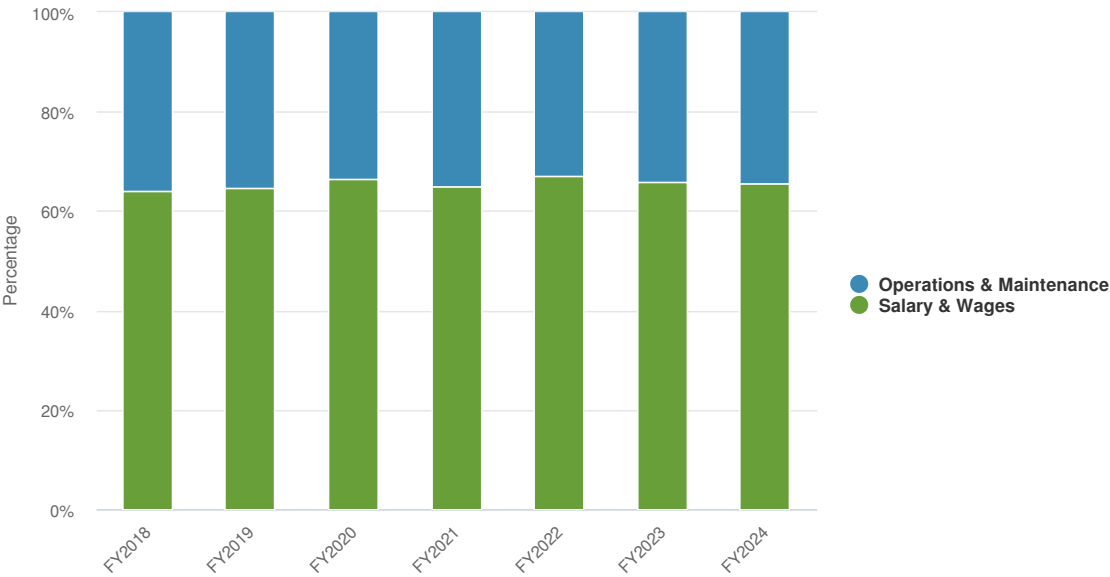


# Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



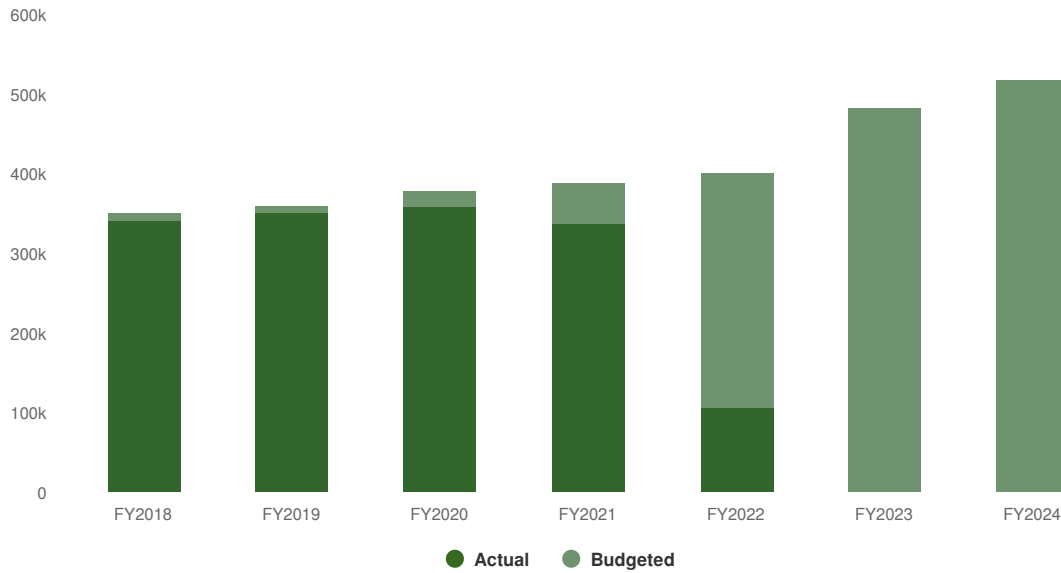


# Health & Human Services

## Expenditures Summary

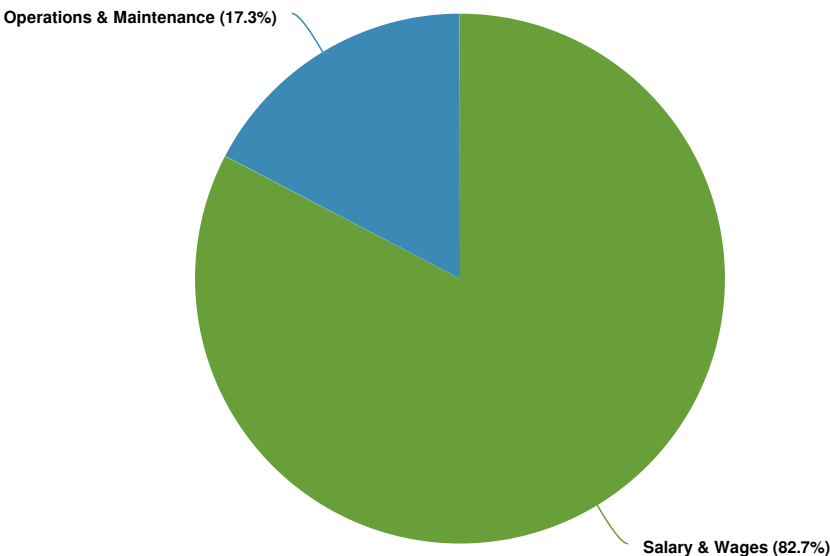
**\$519,785** **\$37,664**  
(7.81% vs. prior year)

Health & Human Services Proposed and Historical Budget vs. Actual

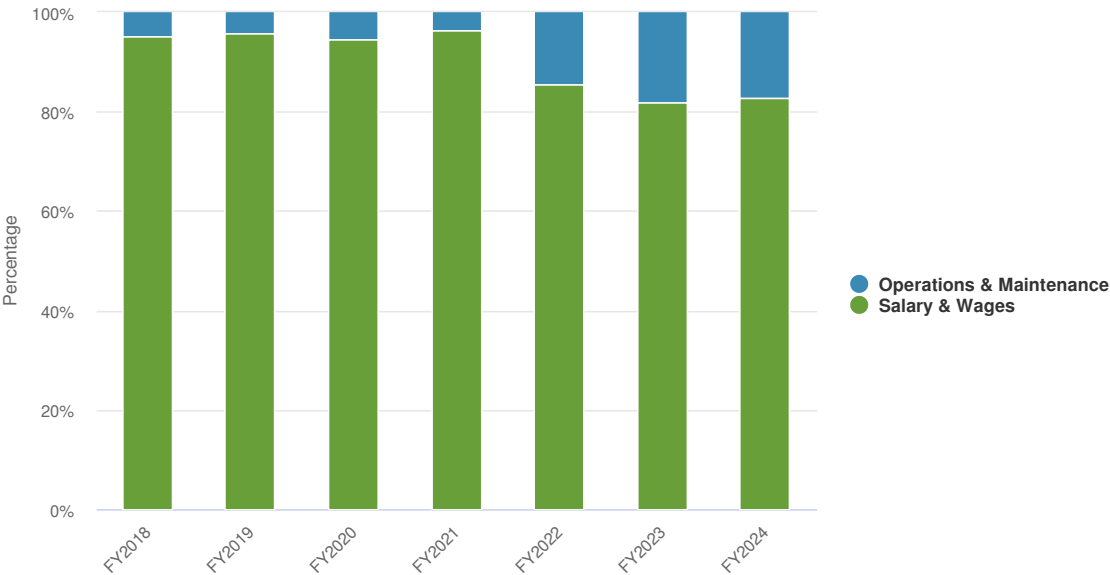


# Expenditures by Expense Type

## Budgeted Expenditures by Expense Type



## Budgeted and Historical Expenditures by Expense Type

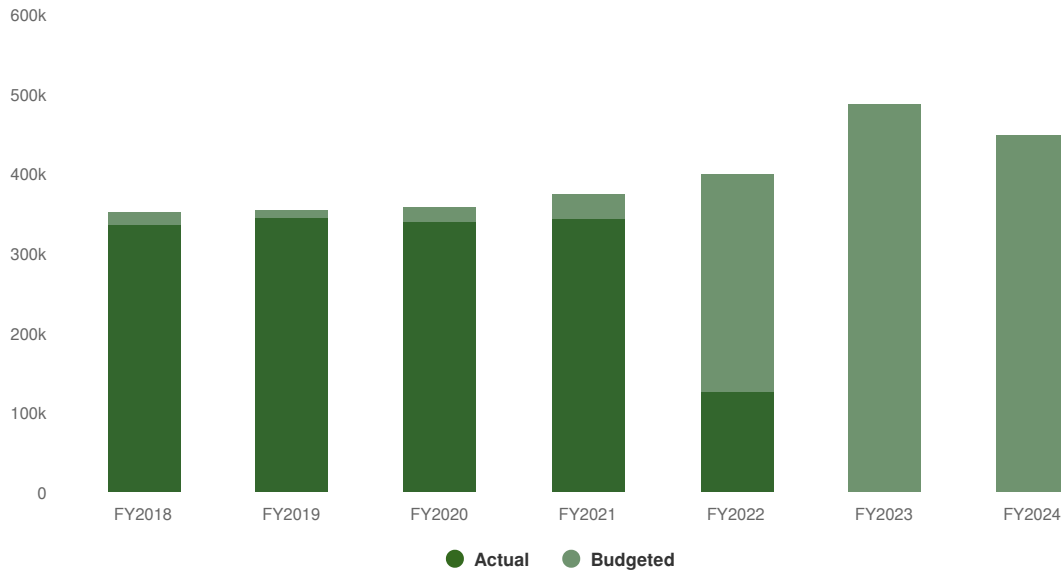


## Culture & Recreation

### Expenditures Summary

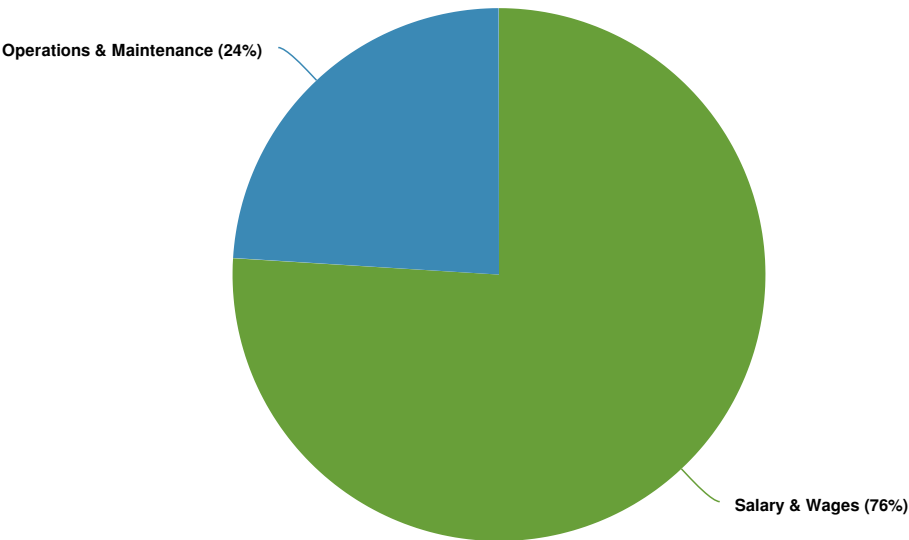
**\$448,993** **-\$39,150**  
(-8.02% vs. prior year)

#### Culture & Recreation Proposed and Historical Budget vs. Actual

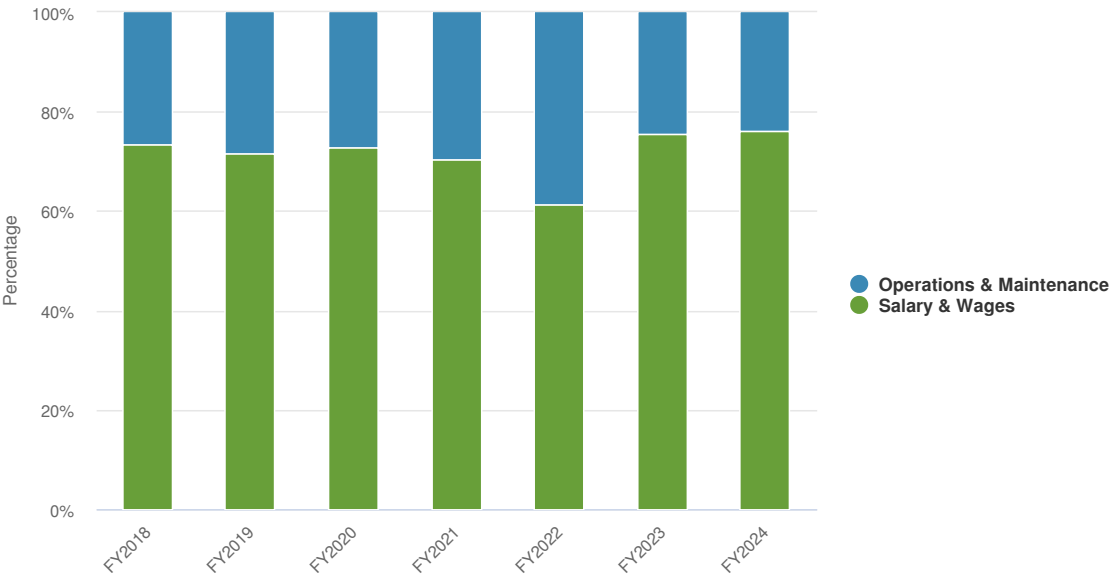


# Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



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# **CAPITAL IMPROVEMENTS**

---

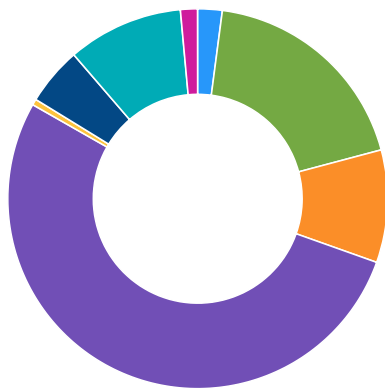


# Capital Improvements: One-year Plan

Total Capital Requested  
**\$4,562,974**

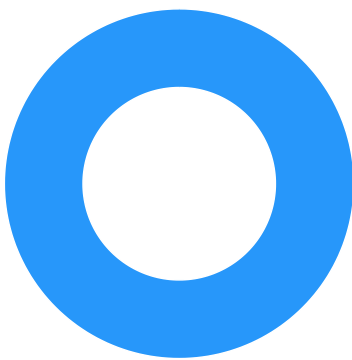
16 Capital Improvement Projects

Total Funding Requested by Department



Cemetery (2%)	\$95,000.00
Facilities (19%)	\$857,000.00
Fire (10%)	\$436,800.00
Highway & Streets (53%)	\$2,410,000.00
ITAC (1%)	\$23,073.87
Nashoba Regional School (5%)	\$225,000.00
Planning (10%)	\$450,000.00
Police (1%)	\$66,100.00
<b>TOTAL</b>	<b>\$4,562,973.87</b>

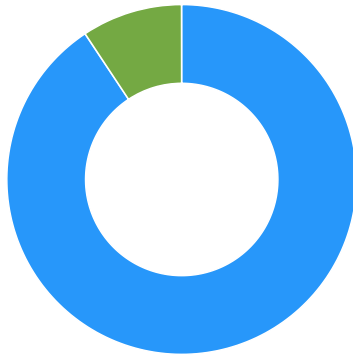
Total Funding Requested by Source



Funding Source 1 (100%)	\$5,262,974.00
<b>TOTAL</b>	<b>\$5,262,974.00</b>



## Capital Costs Breakdown



Capital Costs (91%)	\$4,562,973.87
Operational Costs (9%)	\$469,000.00
<b>TOTAL</b>	<b>\$5,031,973.87</b>

## Cost Savings & Revenue Breakdown

There's no data for building chart

## ITAC Requests

### Itemized Requests for 2024

#### Server upgrade and IT Services

**\$23,074**

The server that the Town of Stow relies upon to deliver the network Active Directory and file services has been in constant service for around nine years. It will officially reach End Of Life status in October 2023. The reliability of the server,...

**Total: \$23,074**

## Planning Requests

### Itemized Requests for 2024

#### Town Center Traffic and Pedestrian Safety Improvements

**\$450,000**

This request allows the Town to gain 25% Design and Engineering Plans for the Town Center Improvements for the purpose of unlocking large amounts of construction funding from the state Transportation Improvement Program. At the May 2021...

**Total: \$450,000**



## Facilities Requests

### Itemized Requests for 2024

<b>Keyless entry system for the Pompo Community center &amp; Fire Station</b>	<b>\$15,000</b>
---	-----------------

The keyless entry system will make it easier to control access to the community center on weekends as well as allow the fire department to control who has access to their area. The system would be compatible with the town office and...

<b>Painting of the town office building</b>	<b>\$25,000</b>
---	-----------------

Washing and painting the exterior of the town office building, including some carpentry repairs to exterior trim. Some areas of the the office building are in need of paint and minor repairs. The entire building would be...

<b>Repairs and upgrades to the Town Buildings Water System</b>	<b>\$750,000</b>
--	------------------

Currently, we have a water system which is supplied by a well behind the town offices. The water is brought through the town offices where it is filtered and distributed out to the the following buildings; The Old Town Hall, Old Fire Station,...

<b>replace toilets' in police holding cells</b>	<b>\$12,000</b>
---	-----------------

The toilets in the holding cells have come to the end of their usefulness and need to be replaced. They are special toilets made just for this application.

<b>Replacement of the Ford Ranger pick up with Fort Transit or similar Dodge pro-master van</b>	<b>\$55,000</b>
---	-----------------

The Ford Ranger pick up has reached the end of its useful life. The mechanic who works on it does not consider safe to drive and said it will not pass inspection next spring. I am recommending that it be replaced with a van rather...

**Total: \$857,000**

## Police Requests

### Itemized Requests for 2024

<b>2023 Ford F-150 Police Responder</b>	<b>\$66,100</b>
---	-----------------

See attached letter.

**Total: \$66,100**

## Fire Requests

### Itemized Requests for 2024

<b>Replacement of Ambulance Rescue 16</b>	<b>\$436,800</b>
---	------------------

We are submitting a capital purchase request for a new ambulance and equipment. This request will replace the 2010 Ford F350 Horton ambulance. This new ambulance will become the primary response ambulance.

**Total: \$436,800**





## Nashoba Regional School Requests

### Itemized Requests for 2024

#### Center and Hale PFAS Filtration Upgrade

**\$35,000**

Upgrade the current PFAS filtration systems at Center School and Hale Middle School. The current system is in need of the replacement of two of the filters after 1-2 years of use. Upgrading would allow longer use of filters and more...

#### Hale Middle School Door and Hardware Replacement

**\$190,000**

Replace aging wood doors at Hale Middle School that are delaminating and splitting. Current conditions are impacting the function of door hardware. Doors will not close sufficiently and pose safety risks and impact the ability to...

**Total: \$225,000**

## Highway & Streets Requests

### Itemized Requests for 2024

#### Lake Boon Dam Repairs (Estimate)

**\$2,000,000**

The Office of Dam Safety is requiring upgrades to the Lake Boon Dam; this is mandatory under the DCR order from the office of dam safety. The cost reflects the increases due to the sinkhole that developed in August 2021, as well as...

#### Militia Circle / Mill & Surface Treatment

**\$75,000**

Mill and repave problem spots, surface treatment over top. To be combined with Farm Road work to alleviate asphalt/diesel price increases from FY22.

#### Replacement of Large 6-Wheel Dump Truck (S-7)

**\$265,000**

This truck, designation S-7, was manufactured in 1999 is past the end of its useful life (15 yrs). This vehicle is a front-line piece of equipment for snow and ice control when we respond to winter weather. Not replacing this vehicle will post a...

#### Wheeler Road Bridge Repair/Replacement

**\$70,000**

MassDOT Bridge Inspection Team (District 3) has reported deficiencies found during routine bridge inspections. Repairs must be made, and the scope of those repairs, as indicated by the inspections, are beyond the capabilities of the Highway...

**Total: \$2,410,000**

## Cemetery Requests

### Itemized Requests for 2024

#### Cemetery Truck Replacement

**\$95,000**

Replacement of Cemetery 1-Ton Dump Truck. Truck is a 2006 model year, has been used past its useful life by 7+ years. Severe brake issues, some corrosion, and fair amount interior wear & tear.

**Total: \$95,000**

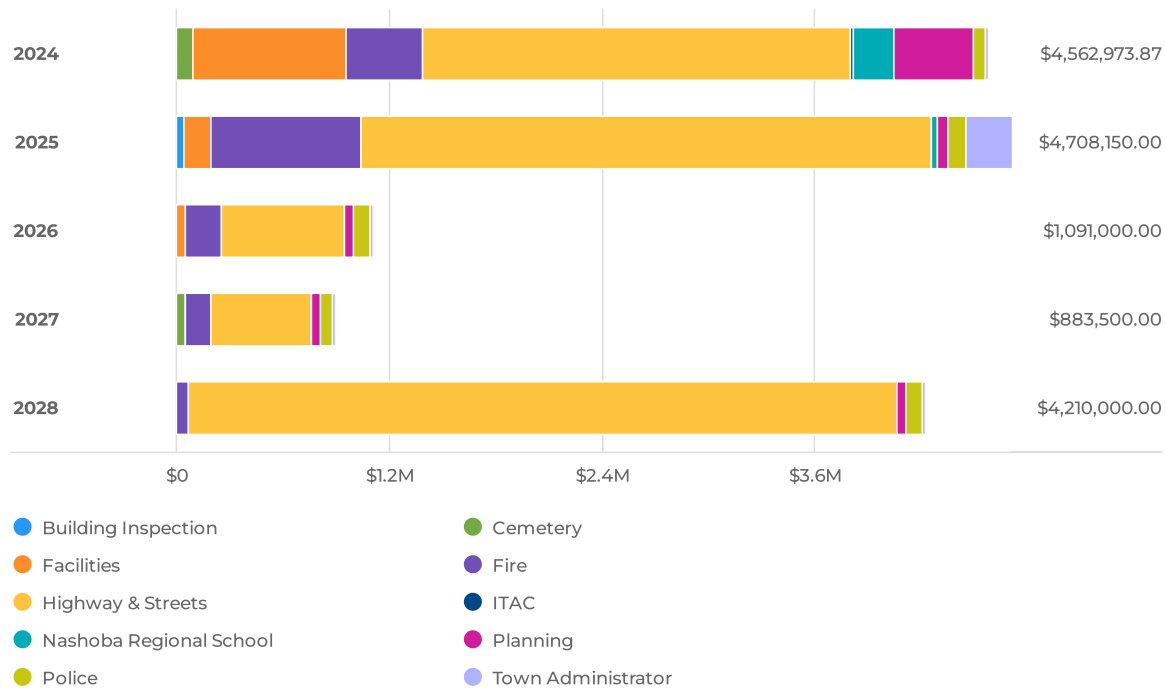


## Capital Improvements: Multi-year Plan

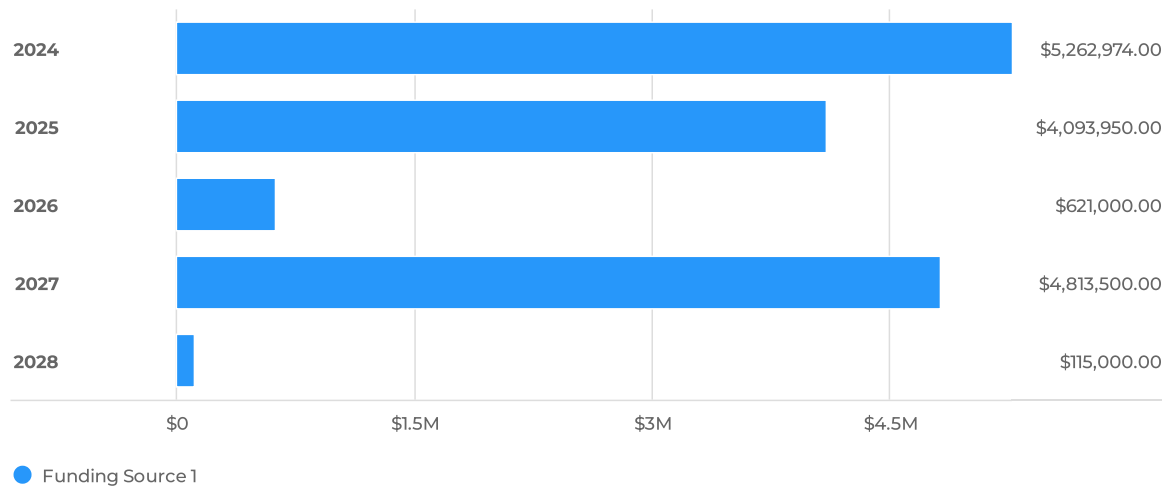
**Total Capital Requested**  
**\$15,455,624**

**57 Capital Improvement Projects**

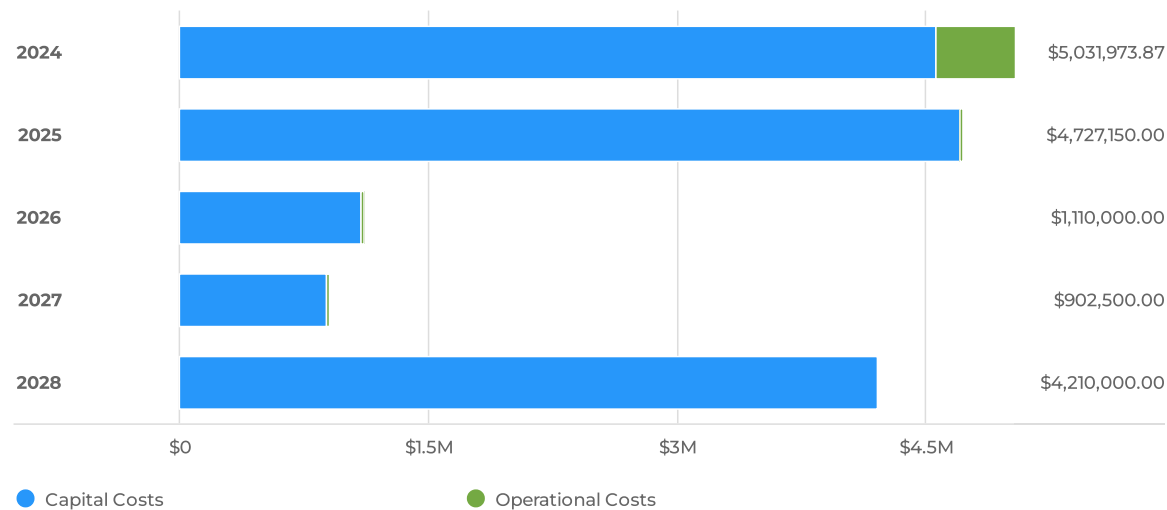
### Total Funding Requested by Department



### Total Funding Requested by Source



## Capital Costs Breakdown



## Cost Savings & Revenues

There's no data for building chart

## Town Administrator Requests

### Itemized Requests for 2024-2029

#### Town Hall Renovations

**\$250,000**

This will be used to start making minor improvements to the Town Hall in accordance with the Mills Whitaker Report from August 2022. Work to include: dehumidification system for the basement, repair (including adding insulation) and repaint...

**Total: \$250,000**

## ITAC Requests

### Itemized Requests for 2024-2029

#### Server upgrade and IT Services

**\$23,074**

The server that the Town of Stow relies upon to deliver the network Active Directory and file services has been in constant service for around nine years. It will officially reach End Of Life status in October 2023. The reliability of the server,...

**Total: \$23,074**



## Planning Requests

### Itemized Requests for 2024-2029

---

**Complete Streets Design and Engineering FY26****\$50,000**

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

---

**Complete Streets Design and Engineering FY27****\$50,000**

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

---

**Complete Streets Design and Engineering FY28****\$50,000**

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

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**Gleasondale Streetscape Planning****\$60,000**

Request for design, engineering and peer review of streetscape and traffic calming enhancements in line with MassDOT bridge Replacement updates and Gleasondale Village Revitalization Planning.

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**Town Center Traffic and Pedestrian Safety Improvements****\$450,000**

This request allows the Town to gain 25% Design and Engineering Plans for the Town Center Improvements for the purpose of unlocking large amounts of construction funding from the state Transportation Improvement Program. At the May 2021...

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**Total: \$660,000**

# Facilities Requests

## Itemized Requests for 2024-2029

**Keyless entry system for the police station** **\$25,000**

Upgrade the door locks at the police station with a keyless fob type system. This would allow the police to monitor who is opening a door and when it is opening. It will also allow them to easily grant or deny access to a...

**Keyless entry system for the Pompo Community center & Fire Station** **\$15,000**

The keyless entry system will make it easier to control access to the community center on weekends as well as allow the fire department to control who has access to their area. The system would be compatible with the town office and...

**Painting of the town office building** **\$25,000**

Washing and painting the exterior of the town office building, including some carpentry repairs to exterior trim. Some areas of the the office building are in need of paint and minor repairs. The entire building would be...

**Police Station Tile to Carpet** **\$25,000**

Cost estimate of \$6.50/ sq ft installed or possibly we could have the custodians do the installation. The material runs about \$2/sq ft The hallway is approximately 1000 sq feet or example A generous rough estimate of...

**Re build front walk at Town Offices** **\$15,000**

The existing front walk does not meet the requirements for 521 CMR the MA Architectural Access Board regulation. This proposal is to tear up the old walk, re-grade the site and build a walk which meets all of the code requirements,

**Repairs and upgrades to the Town Buildings Water System** **\$750,000**

Currently, we have a water system which is supplied by a well behind the town offices. The water is brought through the town offices where it is filtered and distributed out to the the following buildings; The Old Town Hall, Old Fire Station,...

**replace toilets' in police holding cells** **\$12,000**

The toilets in the holding cells have come to the end of their usefulness and need to be replaced. They are special toilets made just for this application.

**replace windows in the town building** **\$40,000**

The windows in the town office building are not energy efficient, many of them leak, and some of them are broken. Replacing the windows would save on energy expenses in the long term and make the building more comfortable.

**Replacement of exterior doors at The Pompo Community Center/ Fire Station and the Town office building.** **\$55,000**

There are nine exterior doors , two at the town office building and seven at the community center, which are in need of replacement. The estimated cost of the work is \$54,000

**Replacement of the Ford Ranger pick up with Fort Transit or similar Dodge pro-master van** **\$55,000**

The Ford Ranger pick up has reached the end of its useful life. The mechanic who works on it does not consider safe to drive and said it will not pass inspection next spring. I am recommending that it be replaced with a van rather...

**Town Building Sprinkler Valve Replacement** **\$40,000**

Replace the main sprinkler valves in the Town Building.

**Total: \$1,057,000**



## Police Requests

### Itemized Requests for 2024-2029

<b>2023 Ford F-150 Police Responder</b>	<b>\$66,100</b>
See attached letter.	
<b>Dispatch Console and Desk</b>	<b>\$20,000</b>
Dispatch Console and Desk	
<b>Entrance Display Sign</b>	<b>\$25,000</b>
Digital Sign to replace 27 year old sign.	
<b>New Cruiser FY25-FY28</b>	<b>\$280,000</b>
Add Later	
<b>Secure Uniform Lockers</b>	<b>\$19,200</b>
New Lockers for Officers, that secure clothing and firearms to replace 27 year old lockers	
<b>Station Camera</b>	<b>\$20,000</b>
Replacement of Cameras around station, in cells, in evidence	
<b>Total: \$430,300</b>	

## Building Inspection Requests

### Itemized Requests for 2024-2029

<b>Replacement Vehicle for facilities or inspections services</b>	<b>\$40,000</b>
The Building Department/facilities department has a 2006 Ford Ranger pickup truck. The Ranger is 17 years old and the frame is rusting / rotting. The shop that does many of the repairs for the town has indicated that the truck will...	
<b>Total: \$40,000</b>	



## Fire Requests

### Itemized Requests for 2024-2029

#### Chiefs Car 20

\$60,000

Requesting support for the replacement of the 2017 Ford Explorer Car 20. This vehicle is used on a daily basis for department business and response to incidents. The car currently has 54,000 miles, expectation is a ten year life span for this type...

#### Forestry Engine 18

\$200,000

Requesting support for the replacement of Forestry Engine 18. This forestry truck is the Department's primary response vehicle for outdoor fires. When the Ford F450 chassis was purchased in 2006, the fire department built and installed the...

#### Forestry Engine 19

\$80,000

Requesting support of Forestry Engine 19. The 2017 Ford F450 is a multi-purpose truck. During the warmer months, the truck is equipped with a skid mounted pump and a tank. During the winter months, the truck is equipped with a plow for snow...

#### Replacement of 2000 Fire Engine

\$850,000

Requesting support for replacement of the 2000 Ferrra International Fire Engine. This replacement is on the fleet rotation schedule.

#### Replacement of Ambulance Rescue 16

\$436,800

We are submitting a capital purchase request for a new ambulance and equipment. This request will replace the 2010 Ford F350 Horton ambulance. This new ambulance will become the primary response ambulance.

#### Scott Air Pack Bottles

\$65,000

Requesting support of replacement of the Self-Contained Breathing Apparatus Bottles. We are only requesting the replacement of the bottles. The bottles have a life span of 15 years before they are no longer compliant.

**Total: \$1,691,800**

## Nashoba Regional School Requests

### Itemized Requests for 2024-2029

#### Center and Hale PFAS Filtration Upgrade

\$35,000

Upgrade the current PFAS filtration systems at Center School and Hale Middle School. The current system is in need of the replacement of two of the filters after 1-2 years of use. Upgrading would allow longer use of filters and more...

#### Center School Gym and Cafeteria Floor Resurfacing and Repainting

\$30,950

The Center School has not had a full resurfacing and repainting since the opening of the school. The floor continues from the gymnasium into the cafeteria. The current surface will not hold new surfacing material layers as well as it...

#### Hale Middle School Door and Hardware Replacement

\$190,000

Replace aging wood doors at Hale Middle School that are delaminating and splitting. Current conditions are impacting the function of door hardware. Doors will not close sufficiently and pose safety risks and impact the ability to...

**Total: \$255,950**



# Highway & Streets Requests

## Itemized Requests for 2024-2029

### Apple Blossom Lane - Resurfacing/Curbing

**\$82,500**

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Apple Blossom Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads...

### Brook Mill Road - Resurfacing

**\$75,000**

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Brook Mill Rd's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town, we are...

### Culvert Replacement Engineering - Great Road @ Fire Station

**\$375,000**

Contract engineering services regarding the culvert replacement on Great Road near the Fire Station.

### De-Icing Liquids System

**\$200,000**

Add a de-icing liquids system to make and apply salt brine to our roads prior to storms. We are a community with well water for every home. This move would reduce the amount of salt used on roads, reducing the risk even more of getting sodium...

### Evelyn Road- Resurfacing

**\$70,000**

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Evelyn Dr's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking...

### Feasibility Study - New Highway Barn

**\$2,250,000**

We will conduct a feasibility study as the first step in replacing or adding to current DPW buildings located at 88 South Acton Rd. Currently, the temporary office trailer is at the end of its service life. The trailer started as a classroom...

### Lake Boon Dam Repairs (Estimate)

**\$4,000,000**

The Office of Dam Safety is requiring upgrades to the Lake Boon Dam; this is mandatory under the DCR order from the office of dam safety. The cost reflects the increases due to the sinkhole that developed in August 2021, as well as...

### Middlemost Way - Resurfacing

**\$50,000**

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Middlemost Way's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are...

### Militia Circle / Mill & Surface Treatment

**\$75,000**

Mill and repave problem spots, surface treatment over top. To be combined with Farm Road work to alleviate asphalt/diesel price increases from FY22.

### Purchase of Skid Steer with Attachments

**\$175,000**

Purchase of a new Skid Steer with attachments for snow removal on sidewalks. This will be replacing the large Kubota currently operated by the Cemetery Department during snow removal operations. This equipment has more uses for both departments...

### Replacement of Backhoe Trailer

**\$38,500**

Replacement for Eager Beaver trailer for Backhoe. This is a routine replacement, as the vehicle will be past the end of its useful life. Replacement of the unit will be more efficient as the current trailer's decking is not up to OSHA standard.





<b>Replacement of Large 6-Wheel Dump Truck (S-10)</b>	<b>\$225,000</b>
The vehicle is past the end of its useful life as it was manufactured in 1998 and the useful life of a vehicle of this size is 15 years.. This is a piece of front-line equipment for snow & ice control and its lack of reliability and constant...	
<b>Replacement of Large 6-Wheel Dump Truck (S-7)</b>	<b>\$265,000</b>
This truck, designation S-7, was manufactured in 1999 is past the end of its useful life (15 yrs). This vehicle is a front-line piece of equipment for snow and ice control when we respond to winter weather. Not replacing this vehicle will post a...	
<b>Replacement of Morbark Chipper</b>	<b>\$85,500</b>
The Highway Department's Morbark wood chipper reached the end of its useful life (15 years) in 1997. This piece of equipment is vital to public safety as it aids us in the removal of fallen trees from public roadways in the aftermath of storm...	
<b>Replacement of Small 6-Wheel Dump Truck (S-5)</b>	<b>\$100,000</b>
The small dump truck, designation S-5, will be reaching the end of its useful life in 2026. These small dump trucks play a key role in snow & ice control, supporting the larger trucks they are assigned to by helping clear roadway...	
<b>Replacement of Small 6-Wheel Dump Truck (S-9)</b>	<b>\$110,000</b>
The small dump truck, designation S-9, will be reaching the end of its useful life in 2026. These small dump trucks play a key role in snow & ice control, supporting the larger trucks they are assigned to by helping clear roadway...	
<b>Replacement of Volvo Loader (L70C)</b>	<b>\$231,000</b>
The Volvo Loader, manufactured in 1999, is past the end of its useful life. The town's loader is a key piece of equipment for snow & ice control, both as a front-line piece of equipment to push back snow piles and keep roads and...	
<b>Replacement of Work Truck (S-11)</b>	<b>\$75,000</b>
The Highway Departments' work truck, designation S-11, will be reaching the end of its useful life in 2023. This truck is currently used as the Assistant Superintendent's vehicle for inspecting paving operations, cracksealing, snow &...	
<b>Sudbury Road Bridge repair/replacement</b>	<b>\$2,200,000</b>
For the department to contract engineering services to evaluate the Sudbury Road Bridge to ensure its safety and determine the scope of work needed to keep the bridge in good working order after receiving inspection from the MassDOT...	
<b>Treaty Elm Lane - Resurfacing/Curbing</b>	<b>\$150,000</b>
As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Treaty Elm Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads...	
<b>Wheeler Road Bridge Repair/Replacement</b>	<b>\$70,000</b>
MassDOT Bridge Inspection Team (District 3) has reported deficiencies found during routine bridge inspections. Repairs must be made, and the scope of those repairs, as indicated by the inspections, are beyond the capabilities of the Highway...	
<b>Total: \$10,902,500</b>	



## Cemetery Requests

### Itemized Requests for 2024-2029

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**Cemetery Columbarium****\$50,000**

Purchase of a columbarium for Brookside Cemetery. A columbarium is a standing structure for holding urns of cremated remains. Purchase will eventually pay for itself, while also reflecting changing trends in end of life choices -- many more are...

---

**Cemetery Truck Replacement****\$95,000**

Replacement of Cemetery 1-Ton Dump Truck. Truck is a 2006 model year, has been used past its useful life by 7+ years. Severe brake issues, some corrosion, and fair amount interior wear & tear.

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**Total: \$145,000**

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# APPENDIX

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# **BUILDING INSPECTION REQUESTS**

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# Replacement Vehicle for facilities or inspections services

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## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Department	Building Inspection
Type	Capital Equipment

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## Description

The Building Department/facilities department has a 2006 Ford Ranger pickup truck.

The Ranger is 17 years old and the frame is rusting / rotting. The shop that does many of the repairs for the town has indicated that the truck will most likely not pass inspection next spring.

The vehicles are shared between the Building Inspectors and the Facilities / Custodial Staff.

We have priced out a Ford Transit van at \$60,000

The van would be more useful than a pickup as it would allow us to transport items which need to be kept out of the weather. For example, currently the voting machines used by the town clerk are transported on an open flatbed truck. Also the lower bed of the van would make it easier and safer to transport equipment.

---

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

---

## Supplemental Attachments

 **Example of a new truck, not necessarily what will be available next year** (</resource/cleargov-prod/projects/documents/c5ecd229c7e803eeacd1.docx>)

Chevy Colorado quote

 **Chevy Equinox quote**(</resource/cleargov-prod/projects/documents/2b19ee480a64900c50a6.docx>)

Not necessarily what will be purchased, this is representative of the type of vehicles available

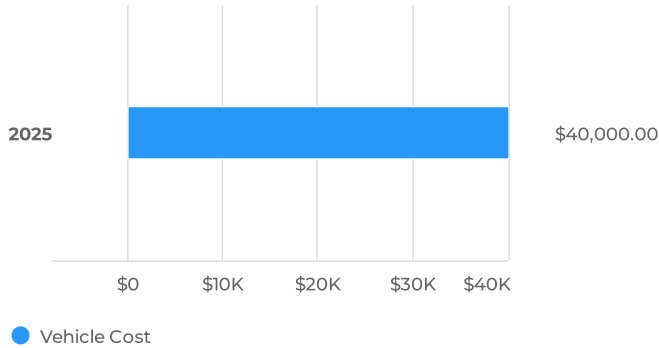


Capital Cost

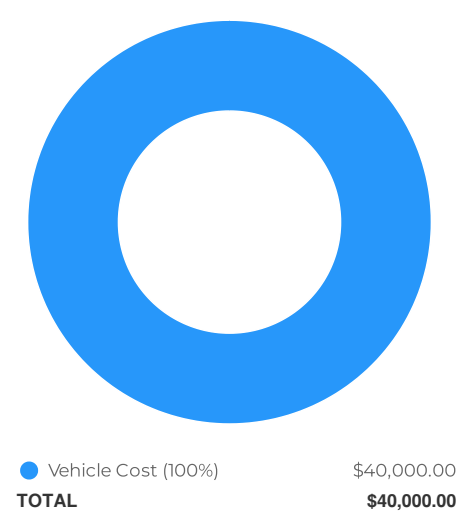
Total Budget (all years)  
**\$40K**

Project Total  
**\$40K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Vehicle Cost	\$40,000	\$40,000
Total	\$40,000	\$40,000



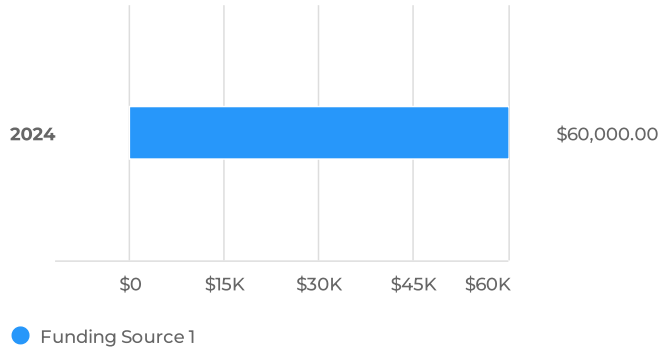
## Funding Sources

FY2024 Budget  
**\$60,000**

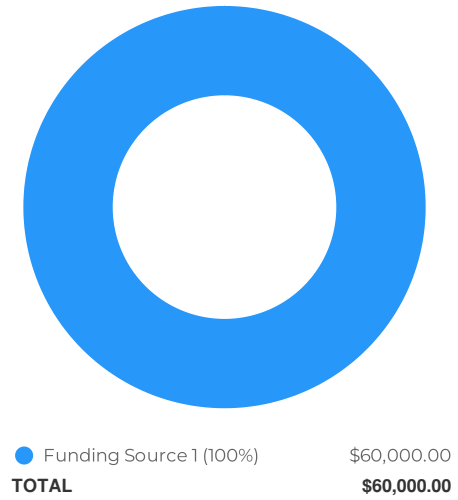
Total Budget (all years)  
**\$60K**

Project Total  
**\$60K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
Funding Source 1	\$60,000	\$60,000
<b>Total</b>	<b>\$60,000</b>	<b>\$60,000</b>



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## **CEMETERY REQUESTS**

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# Cemetery Columbarium

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Cemetery
Type	Capital Improvement

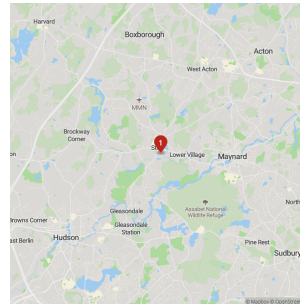
## Description

Purchase of a columbarium for Brookside Cemetery. A columbarium is a standing structure for holding urns of cremated remains. Purchase will eventually pay for itself, while also reflecting changing trends in end of life choices -- many more are opting for cremations.

## Details

Type of Project	Other improvement
-----------------	-------------------

## Location



## Benefit to Community

Allows cremation-only burial options. This is a greener option than currently using up a full burial plot for a cremation burial.

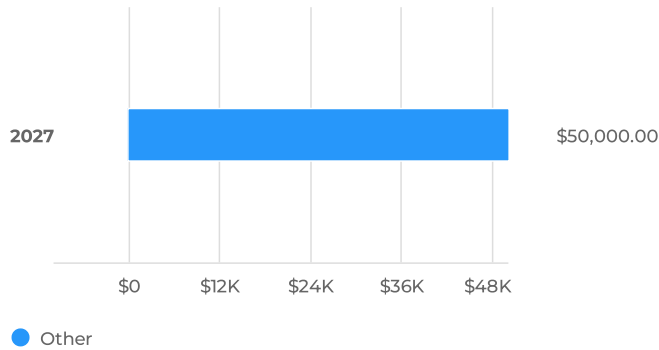


Capital Cost

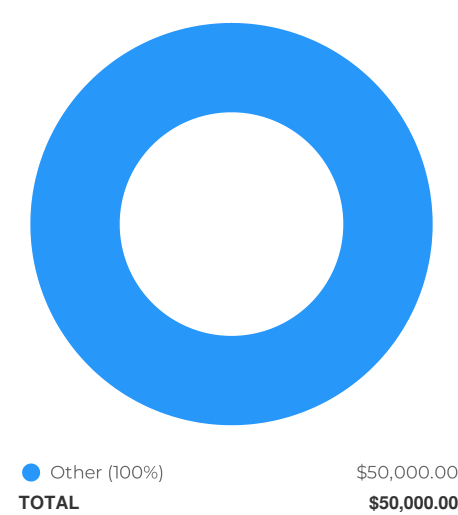
Total Budget (all years)  
**\$50K**

Project Total  
**\$50K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2027	Total
Other	\$50,000	\$50,000
Total	\$50,000	\$50,000



## Funding Sources

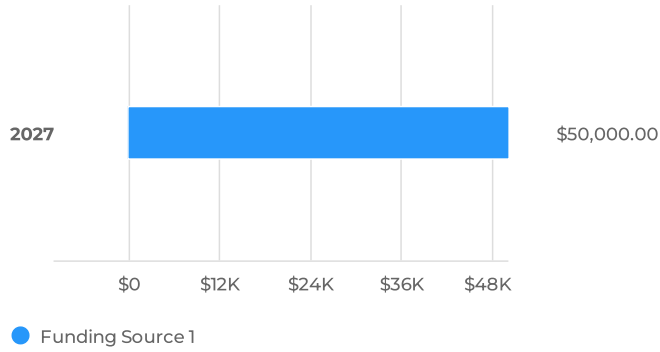
Total Budget (all years)

**\$50K**

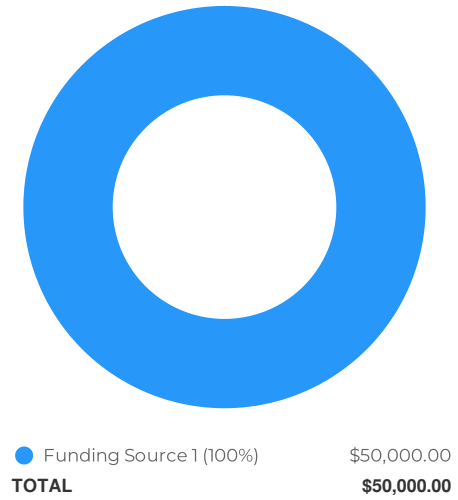
Project Total

**\$50K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2027	Total
Funding Source 1	\$50,000	\$50,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>



# Cemetery Truck Replacement

---

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Cemetery
Type	Capital Equipment

---

## Description

Replacement of Cemetery 1-Ton Dump Truck. Truck is a 2006 model year, has been used past its useful life by 7+ years. Severe brake issues, some corrosion, and fair amount interior wear & tear.

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## Details

New Purchase or Replacement	New
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

---

## Supplemental Attachments

 Cemetery Truck Quote(/resource/cleargov-prod/projects/documents/3b0e29382fe8763ef4a5.pdf)



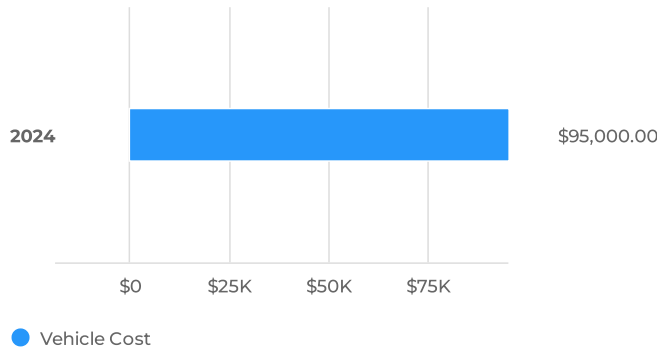
Capital Cost

FY2024 Budget  
\$95,000

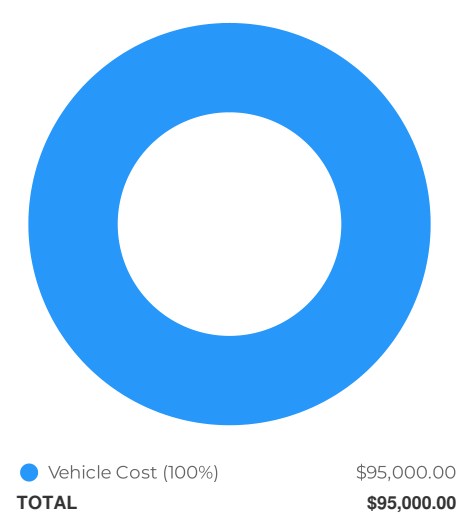
Total Budget (all years)  
\$95K

Project Total  
\$95K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	Total
Vehicle Cost	\$95,000	\$95,000
Total	\$95,000	\$95,000



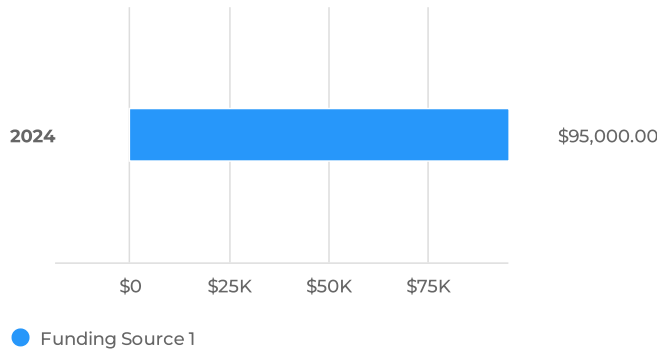
Funding Sources

FY2024 Budget  
\$95,000

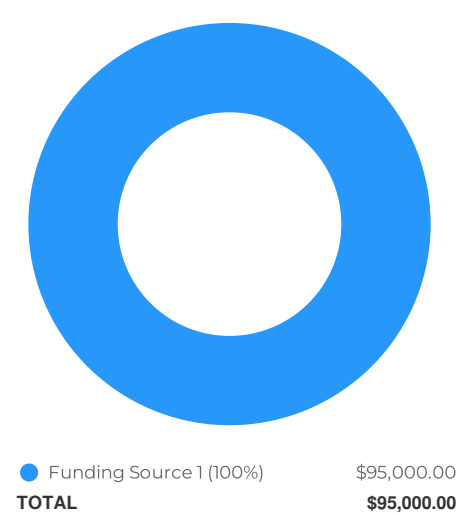
Total Budget (all years)  
\$95K

Project Total  
\$95K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
Funding Source 1	\$95,000	\$95,000
Total	\$95,000	\$95,000



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# **FACILITIES REQUESTS**

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# Keyless entry system for the police station

---

## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Est. Start Date	08/23/2023
Est. Completion Date	09/13/2023
Department	Facilities
Type	Capital Improvement

---

## Description

Upgrade the door locks at the police station with a keyless fob type system.

This would allow the police to monitor who is opening a door and when it is opening.

It will also allow them to easily grant or deny access to a door.

This system would be compatible with the system at the town office building and the proposed door access system at the Pompo community center.

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## Details

Type of Project	Refurbishment
-----------------	---------------





## Capital Cost

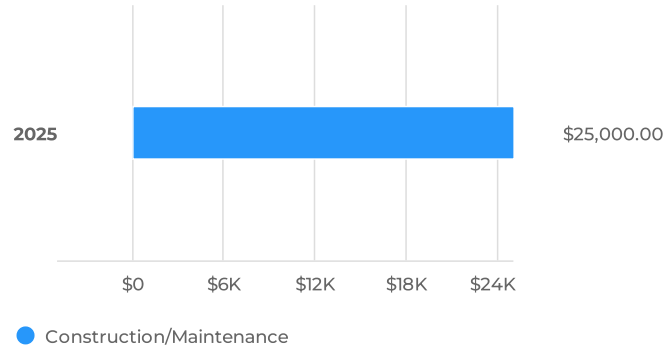
Total Budget (all years)

**\$25K**

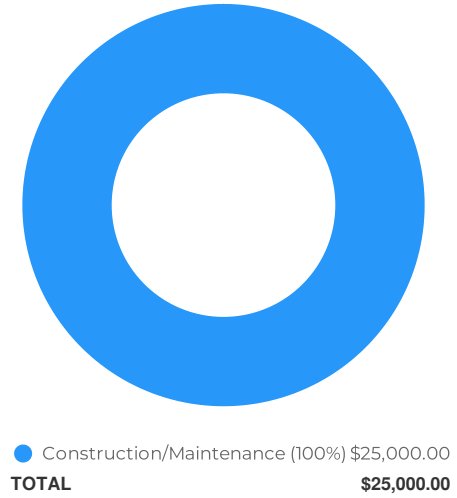
Project Total

**\$25K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$25,000	\$25,000
<b>Total</b>	<b>\$25,000</b>	<b>\$25,000</b>

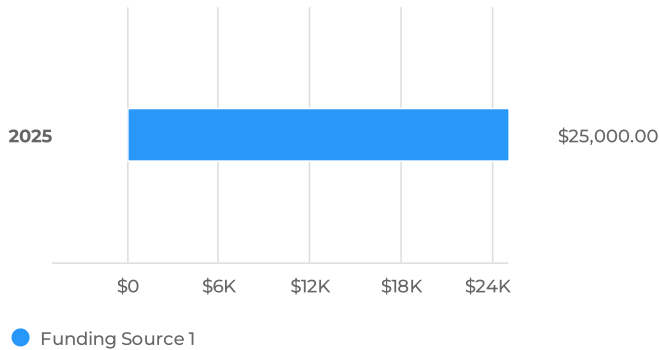


Funding Sources

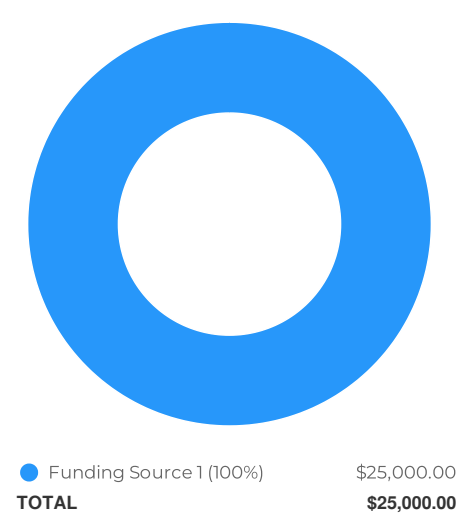
Total Budget (all years)  
**\$25K**

Project Total  
**\$25K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	Total
Funding Source 1	\$25,000	\$25,000
Total	\$25,000	\$25,000



# Keyless entry system for the Pompo Community center & Fire Station

---

## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Est. Start Date	08/16/2023
Est. Completion Date	09/13/2023
Department	Facilities
Type	Capital Improvement

---

## Description

The keyless entry system will make it easier to control access to the community center on weekends as well as allow the fire department to control who has access to their area.

The system would be compatible with the town office and police station systems.

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## Details

Type of Project	Refurbishment
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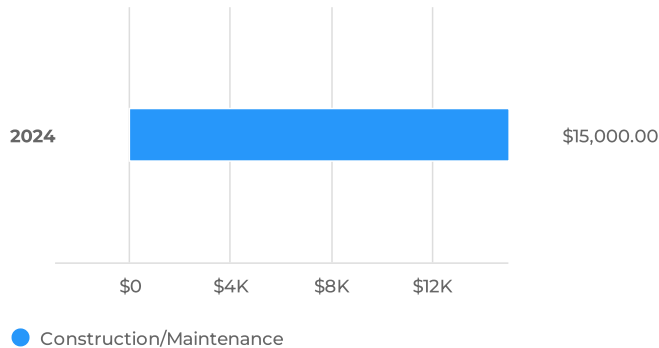
Capital Cost

FY2024 Budget  
**\$15,000**

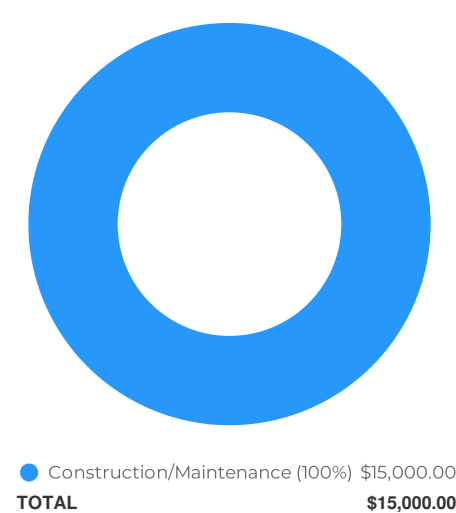
Total Budget (all years)  
**\$15K**

Project Total  
**\$15K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	Total
Construction/Maintenance	\$15,000	\$15,000
Total	\$15,000	\$15,000



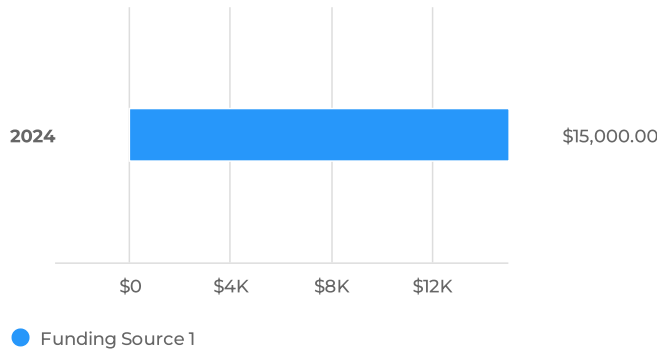
Funding Sources

FY2024 Budget  
**\$15,000**

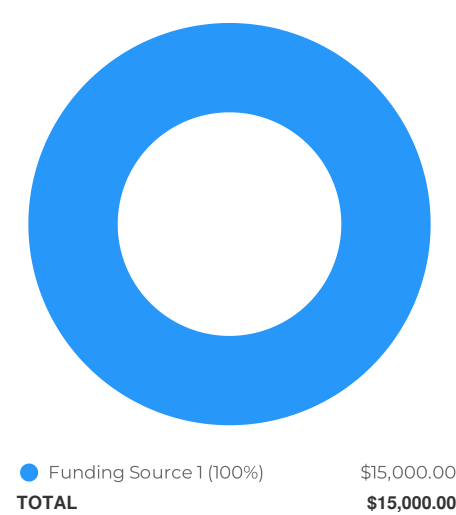
Total Budget (all years)  
**\$15K**

Project Total  
**\$15K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
Funding Source 1	\$15,000	\$15,000
Total	\$15,000	\$15,000



# Painting of the town office building

## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Est. Start Date	08/08/2023
Est. Completion Date	09/21/2023
Department	Facilities
Type	Capital Improvement

## Description

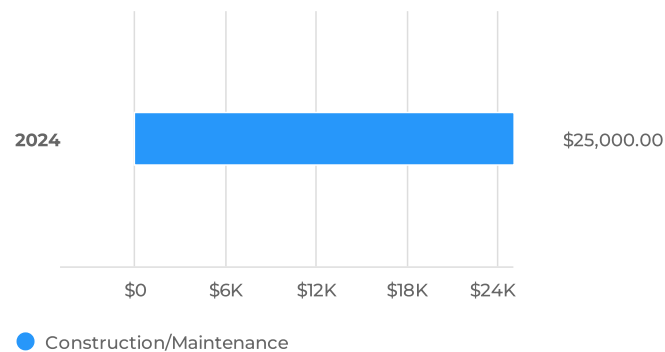
Washing and painting the exterior of the town office building, including some carpentry repairs to exterior trim.

Some areas of the the office building are in need of paint and minor repairs. The entire building would be washed and then the repairs and any areas needing painting would be addressed.

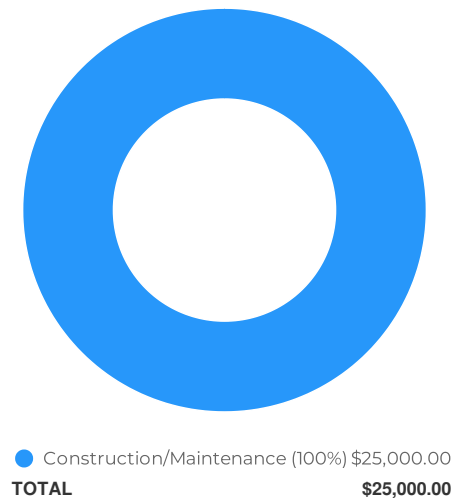
## Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
<b>\$25,000</b>	<b>\$25K</b>	<b>\$25K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2024	Total
Construction/Maintenance	\$25,000	\$25,000
<b>Total</b>	<b>\$25,000</b>	<b>\$25,000</b>



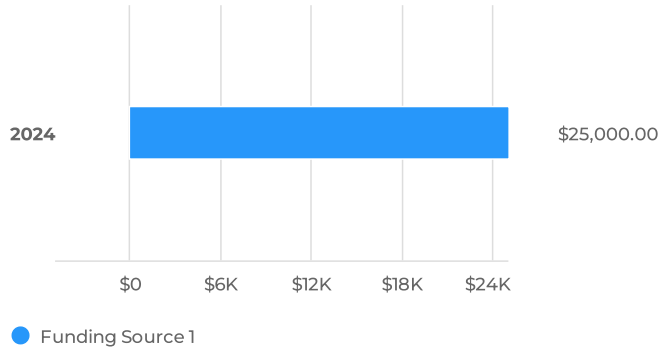
## Funding Sources

FY2024 Budget  
**\$25,000**

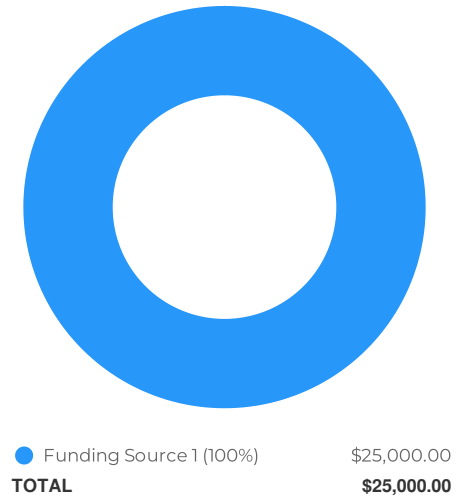
Total Budget (all years)  
**\$25K**

Project Total  
**\$25K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
Funding Source 1	\$25,000	\$25,000
<b>Total</b>	<b>\$25,000</b>	<b>\$25,000</b>



# Police Station Tile to Carpet

## Overview

Request Owner	Denise Dembkoski
Est. Start Date	06/30/2024
Est. Completion Date	06/29/2025
Department	Facilities
Type	Capital Improvement

## Description

Cost estimate of \$6.50/ sq ft installed or possibly we could have the custodians do the installation.

The material runs about \$2/sq ft

The hallway is approximately 1000 sq feet or example

A generous rough estimate of all the offices and hallway is 3300 sq ft this would be around this would be approximately **\$23,000**

The advantages to carpet tile are 1) the building will be quieter

2)We will no longer have to strip and wax the floors; this will reduce the amount of chemicals necessary for maintenance

3) Steam cleaning the carpets is a less labor-intensive job than stripping and waxing.

4) Daily vacuuming easier than mopping and sweeping

5) The chief would like it

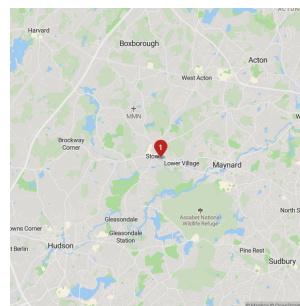
6) Carpet tile is made from recycled plastic water bottles

## Details

Type of Project	Refurbishment
-----------------	---------------

## Location

Address: Stow Police Station



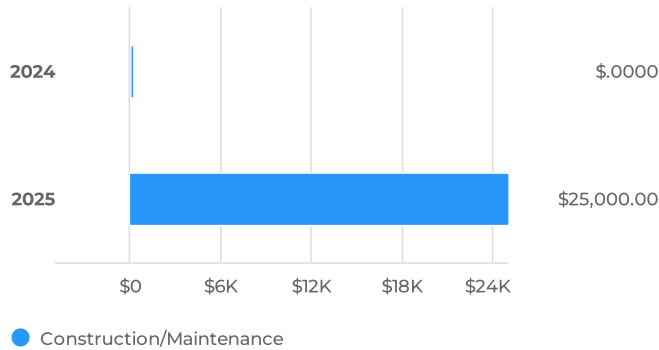


Capital Cost

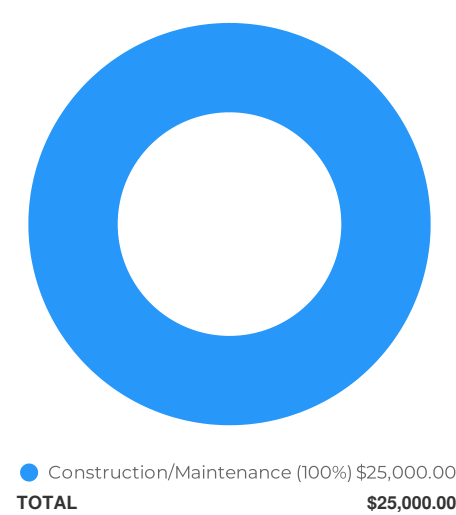
Total Budget (all years)  
**\$25K**

Project Total  
**\$25K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	FY2024	FY2025	Total
Construction/Maintenance	\$0	\$25,000	\$25,000
Total	\$0	\$25,000	\$25,000



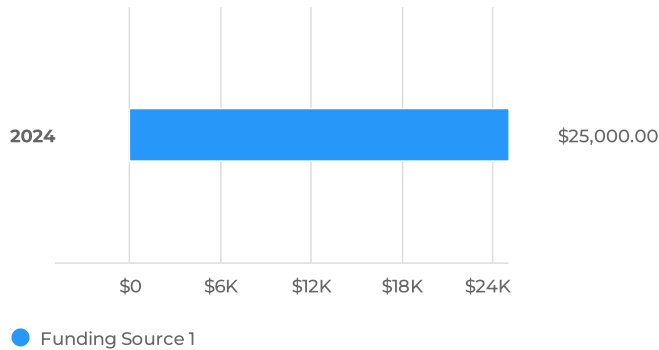
Funding Sources

FY2024 Budget  
\$25,000

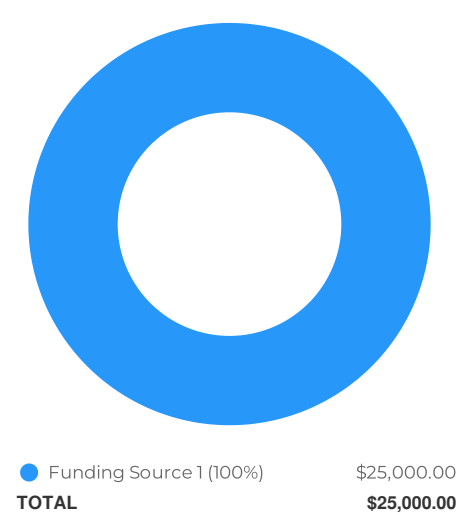
Total Budget (all years)  
\$25K

Project Total  
\$25K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
Funding Source 1	\$25,000	\$25,000
Total	\$25,000	\$25,000



# Re build front walk at Town Offices

## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Department	Facilities
Type	Capital Improvement

## Description

The existing front walk does not meet the requirements for 521 CMR the MA Architectural Access Board regulation. This proposal is to tear up the old walk, re-grade the site and build a walk which meets all of the code requirements,

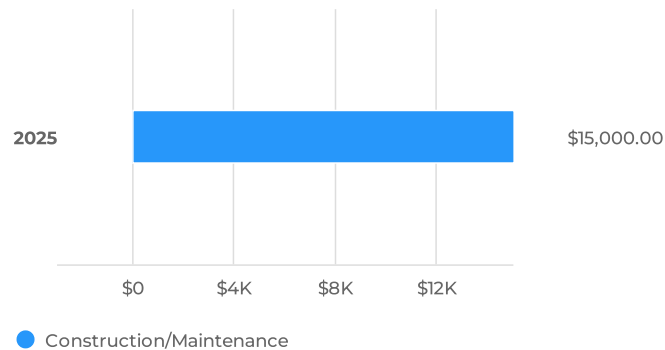
## Details

Type of Project	Refurbishment
-----------------	---------------

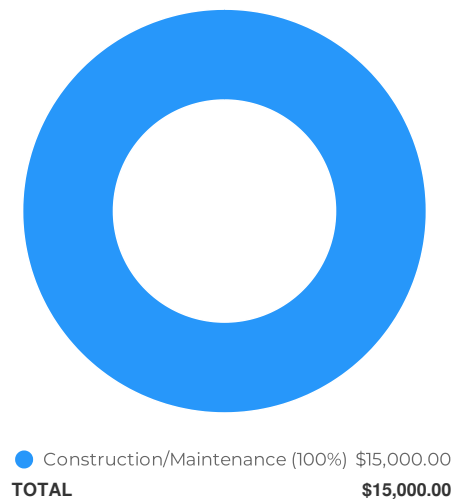
## Capital Cost

Total Budget (all years)	Project Total
<b>\$15K</b>	<b>\$15K</b>

### Capital Cost by Year



### Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2025	Total
Construction/Maintenance	\$15,000	\$15,000
<b>Total</b>	<b>\$15,000</b>	<b>\$15,000</b>



## Funding Sources

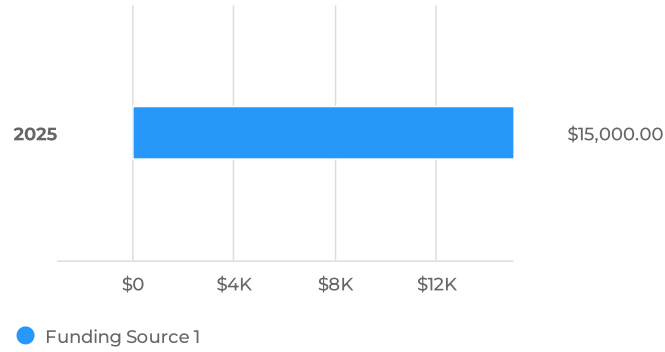
Total Budget (all years)

**\$15K**

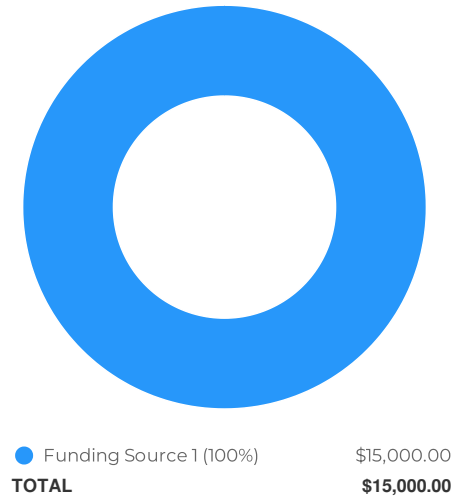
Project Total

**\$15K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	Total
Funding Source 1	\$15,000	\$15,000
<b>Total</b>	<b>\$15,000</b>	<b>\$15,000</b>



# Repairs and upgrades to the Town Buildings Water System

## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Est. Start Date	08/15/2023
Est. Completion Date	10/15/2024
Department	Facilities
Type	Capital Improvement
Project Number	23-01-MP

## Description

Currently, we have a water system which is supplied by a well behind the town offices. The water is brought through the town offices where it is filtered and distributed out to the the following buildings;

The Old Town Hall, Old Fire Station, Randel Libray, One residence on Cresent Street and the Church & Parsonage next to the library.

The underground supply piping has passed its age of usefulness and is in need of replacement. In addition, the well which is used has been found to be contaminated with PFAS and requires an upgraded filtration system.

We have engaged White-Pierce to conduct a study to help us determine what would be the best way to handle the water system upgrades. The study will look at different options including filtering the current well or bringing water up Great Road from the well at the Pompocticutt Community Center. The advantage of bringing water up from the community center is that the water is clean and would not require PFAS treatment.

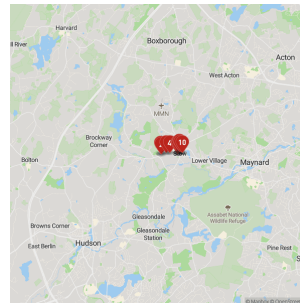
The Study is also looking into the possibility of moving both of the private properties onto their own wells.

Based on the results of the study, we will find a recommendation including a cost to move forward.

## Details

Type of Project      Improvement

## Location



## Supplemental Attachments

 [Water System Study\(/resource/cleargov-prod/projects/documents/45f3049c814c2f954a39.pdf\)](/resource/cleargov-prod/projects/documents/45f3049c814c2f954a39.pdf)



## Capital Cost

FY2024 Budget

**\$750,000**

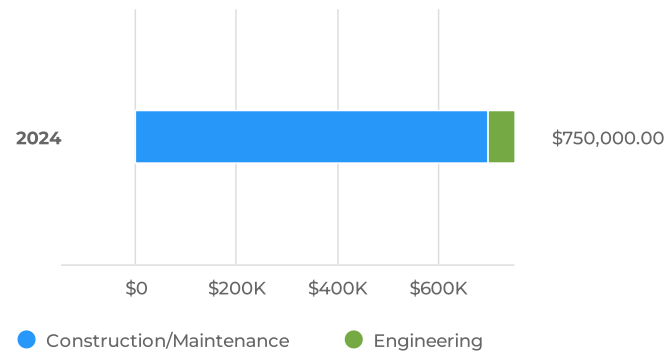
Total Budget (all years)

**\$750K**

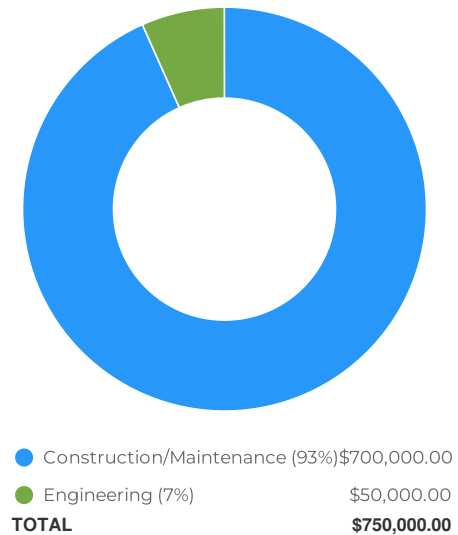
Project Total

**\$750K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	Total
Engineering	\$50,000	\$50,000
Construction/Maintenance	\$700,000	\$700,000
<b>Total</b>	<b>\$750,000</b>	<b>\$750,000</b>



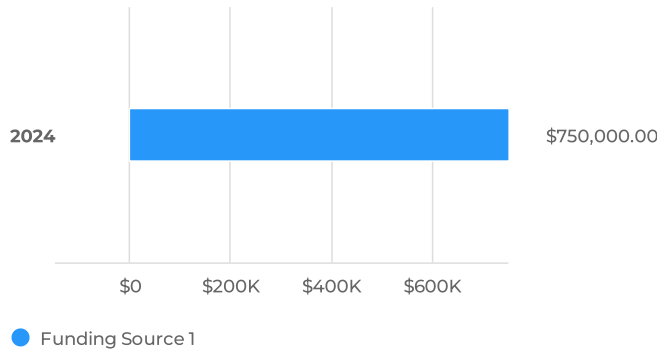
Funding Sources

FY2024 Budget  
**\$750,000**

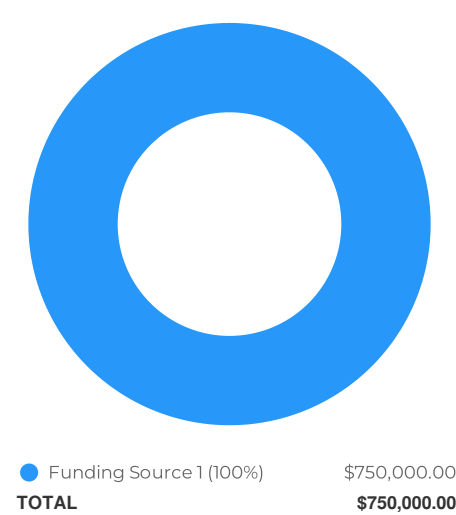
Total Budget (all years)  
**\$750K**

Project Total  
**\$750K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
Funding Source 1	\$750,000	\$750,000
Total	\$750,000	\$750,000



# replace toilets' in police holding cells

## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Est. Start Date	11/15/2023
Est. Completion Date	11/22/2023
Department	Facilities
Type	Capital Improvement

## Description

The toilets in the holding cells have come to the end of their usefulness and need to be replaced. They are special toilets made just for this application.

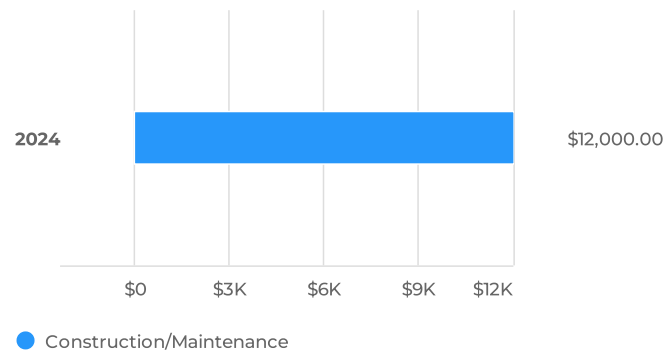
## Details

Type of Project	Refurbishment
-----------------	---------------

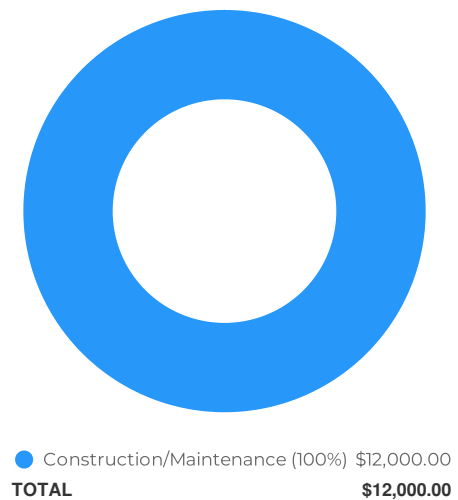
## Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
\$12,000	\$12K	\$12K

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2024	Total
Construction/Maintenance	\$12,000	\$12,000
<b>Total</b>	<b>\$12,000</b>	<b>\$12,000</b>





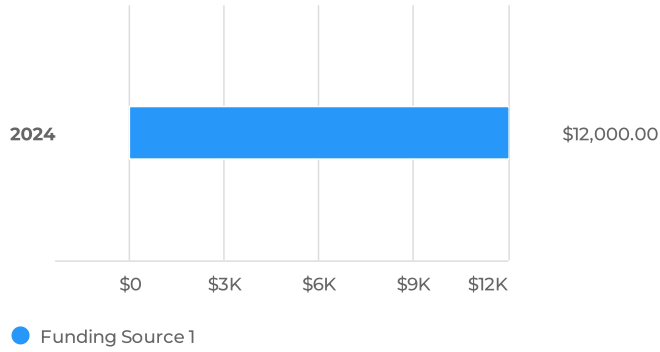
## Funding Sources

FY2024 Budget  
**\$12,000**

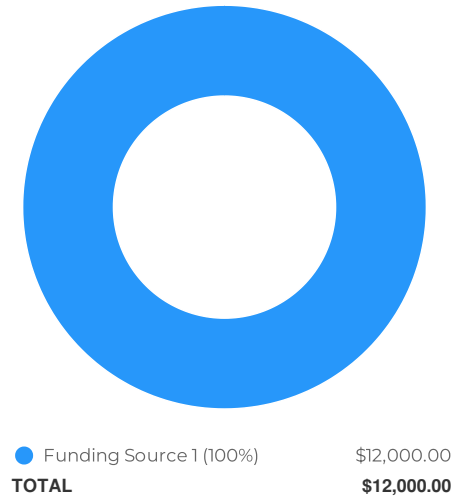
Total Budget (all years)  
**\$12K**

Project Total  
**\$12K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
Funding Source 1	\$12,000	\$12,000
<b>Total</b>	<b>\$12,000</b>	<b>\$12,000</b>



# replace windows in the town building

## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Est. Start Date	09/26/2023
Est. Completion Date	10/25/2023
Department	Facilities
Type	Capital Improvement

## Description

The windows in the town office building are not energy efficient, many of them leak, and some of them are broken.

Replacing the windows would save on energy expenses in the long term and make the building more comfortable.

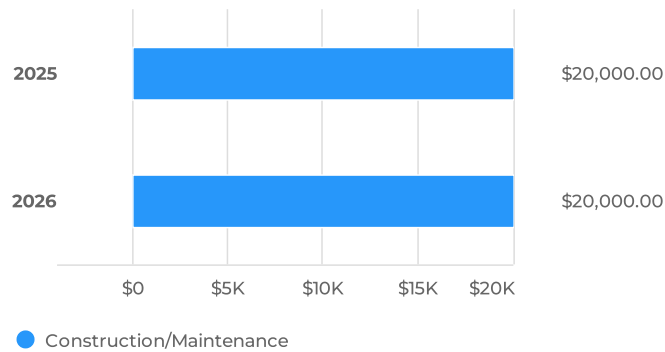
## Details

Type of Project	Refurbishment
-----------------	---------------

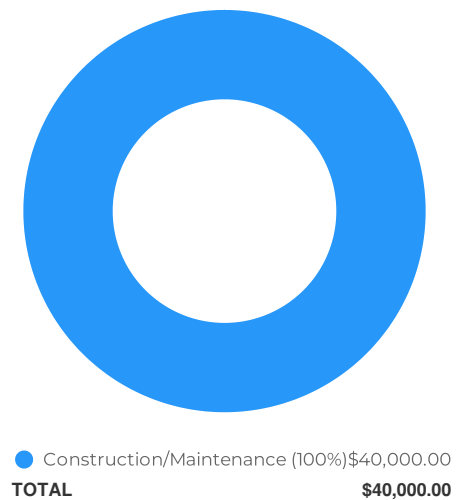
## Capital Cost

Total Budget (all years)	Project Total
<b>\$40K</b>	<b>\$40K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2025	FY2026	Total
Construction/Maintenance	\$20,000	\$20,000	\$40,000
<b>Total</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$40,000</b>



## Funding Sources

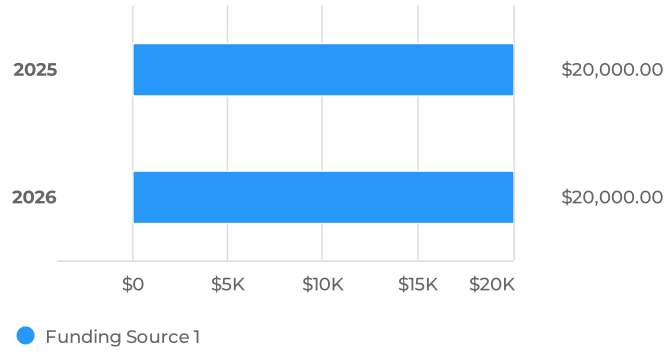
Total Budget (all years)

**\$40K**

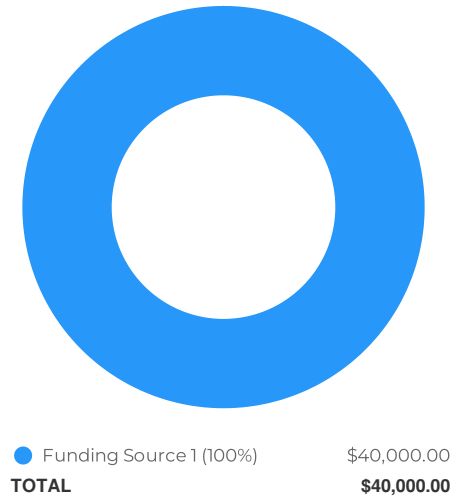
Project Total

**\$40K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	FY2026	Total
Funding Source 1	\$20,000	\$20,000	\$40,000
<b>Total</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$40,000</b>



# Replacement of exterior doors at The Pompo Community Center/ Fire Station and the Town office building.

## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Department	Facilities
Type	Capital Improvement

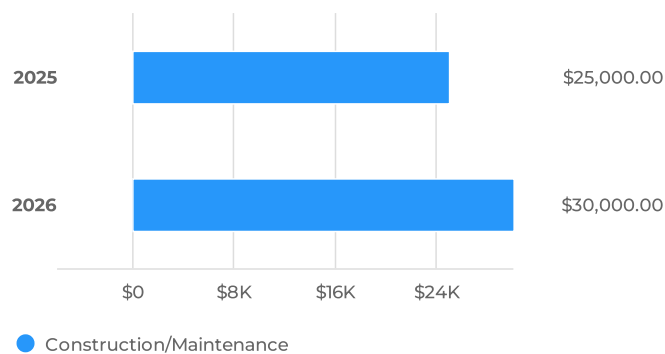
## Description

There are nine exterior doors, two at the town office building and seven at the community center, which are in need of replacement. The estimated cost of the work is \$54,000

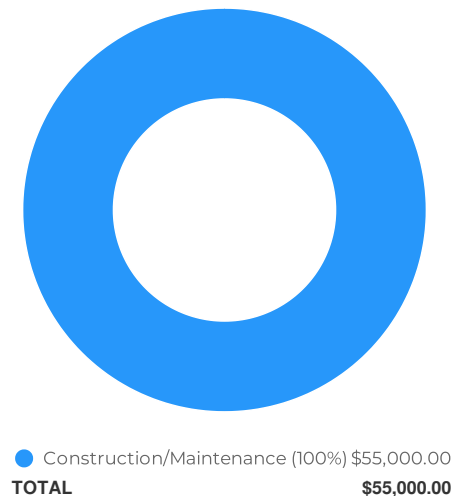
## Capital Cost

Total Budget (all years)	Project Total
<b>\$55K</b>	<b>\$55K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2025	FY2026	Total
Construction/Maintenance	\$25,000	\$30,000	\$55,000
<b>Total</b>	<b>\$25,000</b>	<b>\$30,000</b>	<b>\$55,000</b>



## Funding Sources

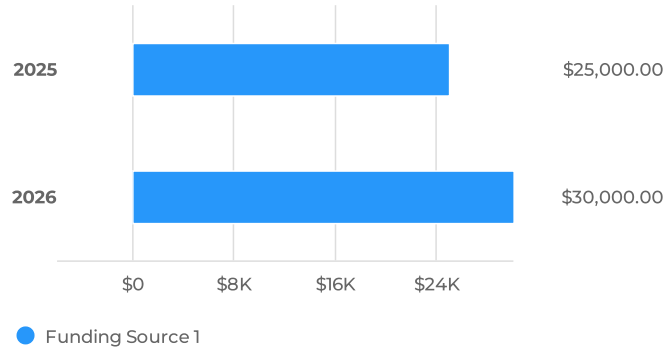
Total Budget (all years)

**\$55K**

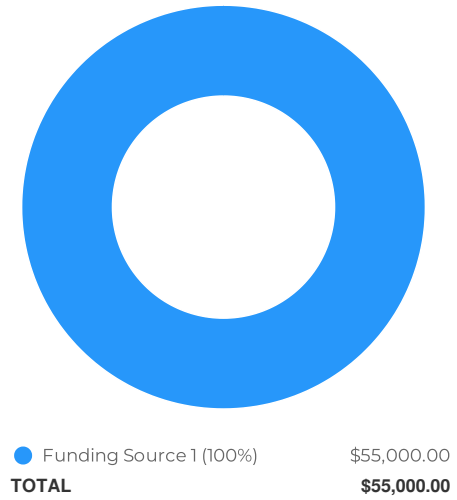
Project Total

**\$55K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	FY2026	Total
Funding Source 1	\$25,000	\$30,000	\$55,000
<b>Total</b>	<b>\$25,000</b>	<b>\$30,000</b>	<b>\$55,000</b>



# Replacement of the Ford Ranger pick up with Fort Transit or similar Dodge pro-master van

---

## Overview

Request Owner	Frank Ramsbottom, Building Commissioner/Facilities
Department	Facilities
Type	Capital Equipment

---

## Description

The Ford Ranger pick up has reached the end of its useful life. The mechanic who works on it does not consider safe to drive and said it will not pass inspection next spring.

I am recommending that it be replaced with a van rather than a pick-up truck. The van would have a lower loading height, which would make it more practical to use, and as an enclosed vehicle it would be better for transporting equipment such as voting machines, during inclement weather. It is also very difficult to source a pick-up with a work bed that has a useful length for our needs.

---

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

---

## Supplemental Attachments

 [Electric Cargo Van Quote\(/resource/cleargov-prod/projects/documents/20c46bcf847a63fe7106.pdf\)](/resource/cleargov-prod/projects/documents/20c46bcf847a63fe7106.pdf)



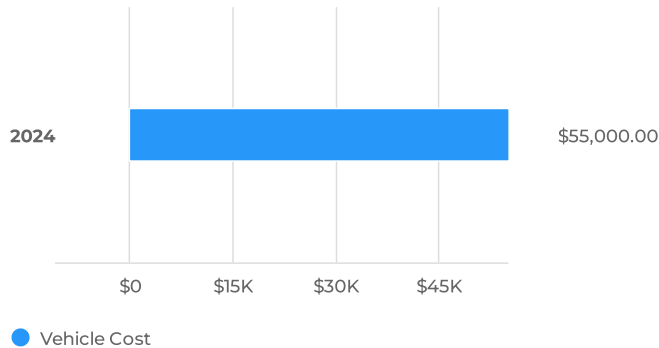
Capital Cost

FY2024 Budget  
**\$55,000**

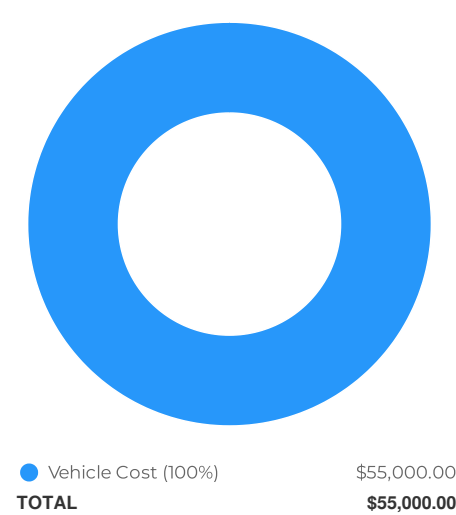
Total Budget (all years)  
**\$55K**

Project Total  
**\$55K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	Total
Vehicle Cost	\$55,000	\$55,000
Total	\$55,000	\$55,000



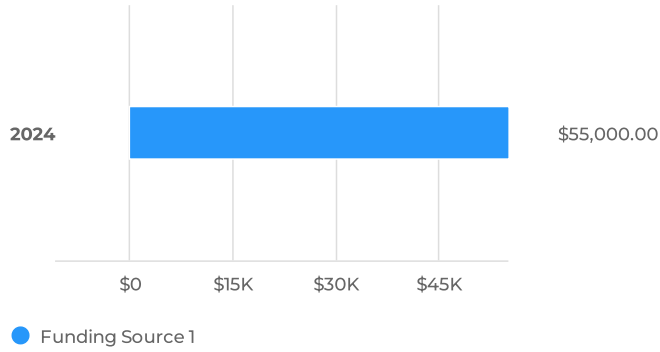
## Funding Sources

FY2024 Budget  
**\$55,000**

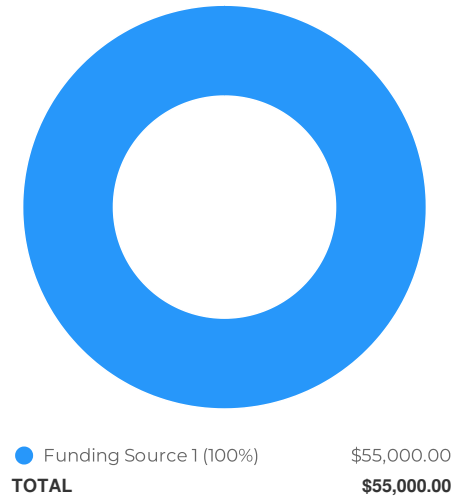
Total Budget (all years)  
**\$55K**

Project Total  
**\$55K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
Funding Source 1	\$55,000	\$55,000
<b>Total</b>	<b>\$55,000</b>	<b>\$55,000</b>





# Town Building Sprinkler Valve Replacement

## Overview

Request Owner	Denise Dembkoski, Town Administrator
Est. Start Date	06/30/2024
Est. Completion Date	06/30/2025
Department	Facilities
Type	Capital Improvement

## Description

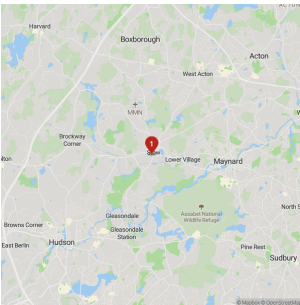
Replace the main sprinkler valves in the Town Building.

## Details

Type of Project	Replacement
-----------------	-------------

## Location

Address: 380 Great Road

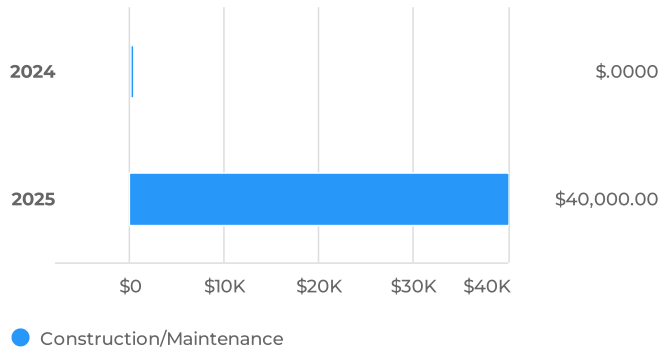


Capital Cost

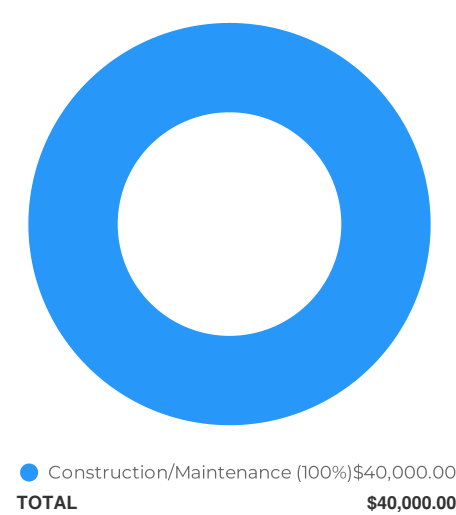
Total Budget (all years)  
**\$40K**

Project Total  
**\$40K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	FY2024	FY2025	Total
Construction/Maintenance	\$0	\$40,000	\$40,000
Total	\$0	\$40,000	\$40,000



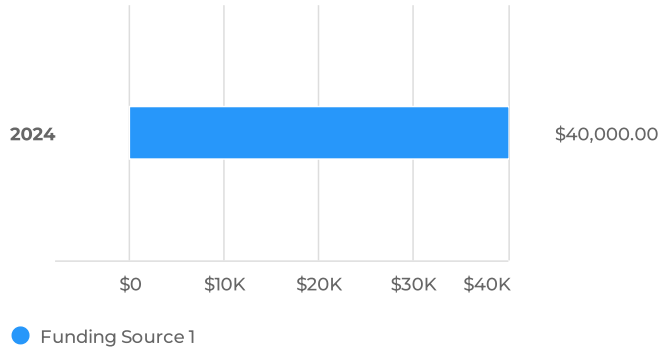
## Funding Sources

FY2024 Budget  
**\$40,000**

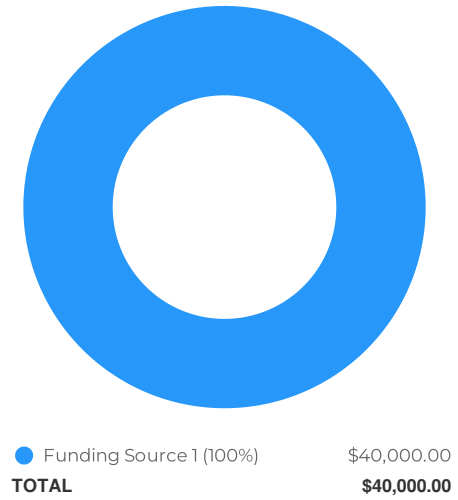
Total Budget (all years)  
**\$40K**

Project Total  
**\$40K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
Funding Source 1	\$40,000	\$40,000
<b>Total</b>	<b>\$40,000</b>	<b>\$40,000</b>



---

# **FIRE REQUESTS**

---



# Chief's Car 20

## Overview

Request Owner	JP Benoit, Fire Chief
Department	Fire
Type	Capital Equipment

## Description

Requesting support for the replacement of the 2017 Ford Explorer Car 20. This vehicle is used on a daily basis for department business and response to incidents. The car currently has 54,000 miles, expectation is a ten year life span for this type of vehicle.

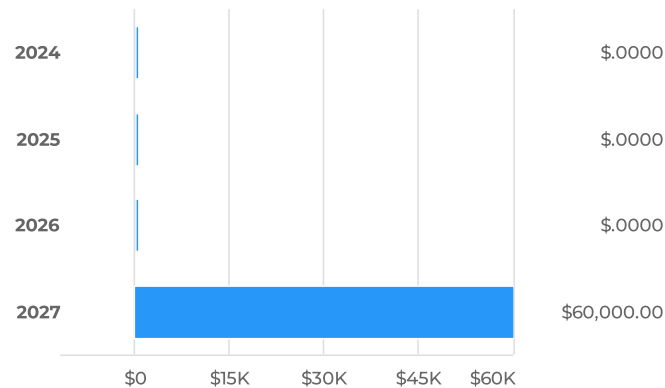
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

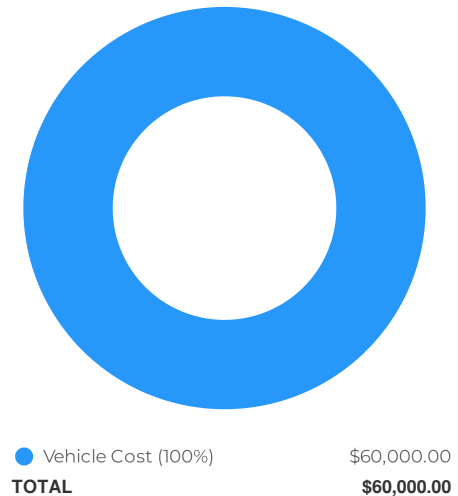
## Capital Cost

Total Budget (all years)	Project Total
<b>\$60K</b>	<b>\$60K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	To Date	FY2024	FY2025	FY2026	FY2027	Total
Vehicle Cost	\$0	\$0	\$0	\$0	\$60,000	\$60,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$60,000</b>	<b>\$60,000</b>

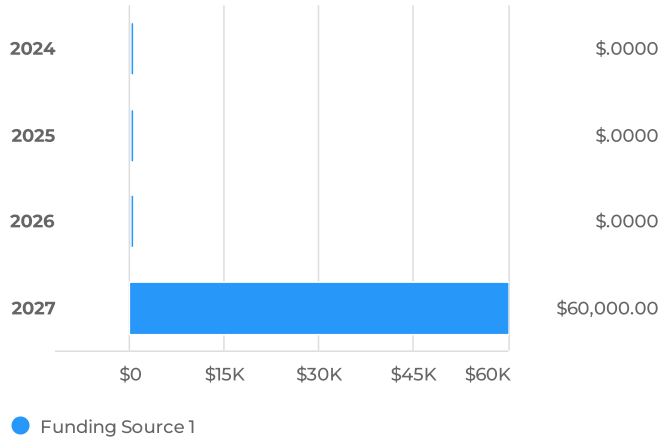


Funding Sources

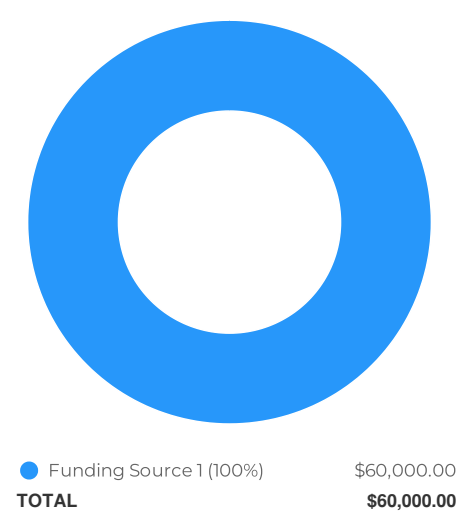
Total Budget (all years)  
**\$60K**

Project Total  
**\$60K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown						
Funding Sources	To Date	FY2024	FY2025	FY2026	FY2027	Total
Funding Source 1	\$0	\$0	\$0	\$0	\$60,000	\$60,000
Total	\$0	\$0	\$0	\$0	\$60,000	\$60,000



# Forestry Engine 18

## Overview

Request Owner	JP Benoit, Fire Chief
Department	Fire
Type	Capital Equipment

## Description

Requesting support for the replacement of Forestry Engine 18. This forestry truck is the Department's primary response vehicle for outdoor fires. When the Ford F450 chassis was purchased in 2006, the fire department built and installed the flat bed with the tank and pump. Since then, the original bed has been replaced with a new aluminum flat bed by the department.

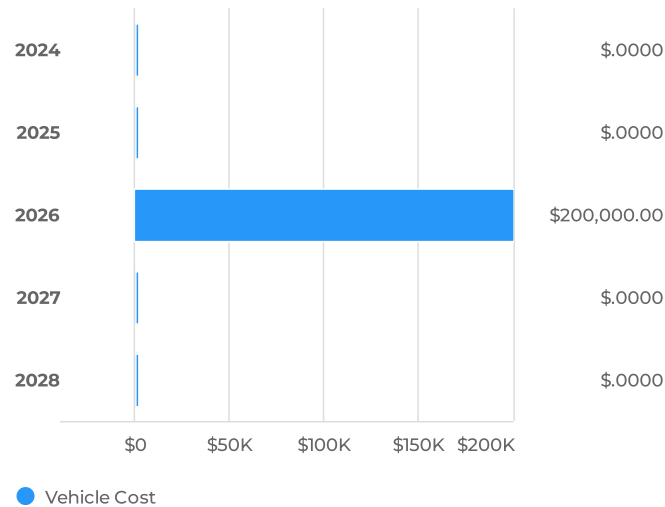
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

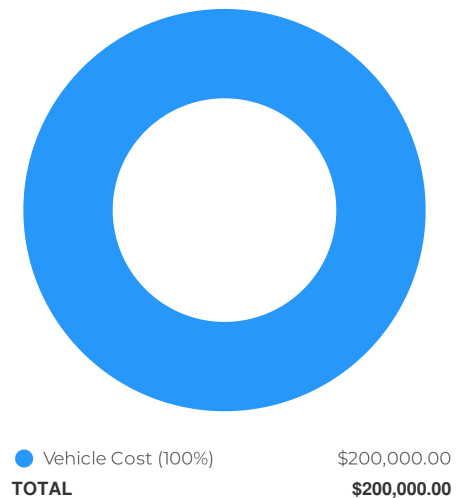
## Capital Cost

Total Budget (all years)	Project Total
<b>\$200K</b>	<b>\$200K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	To Date	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Vehicle Cost	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>



## Funding Sources

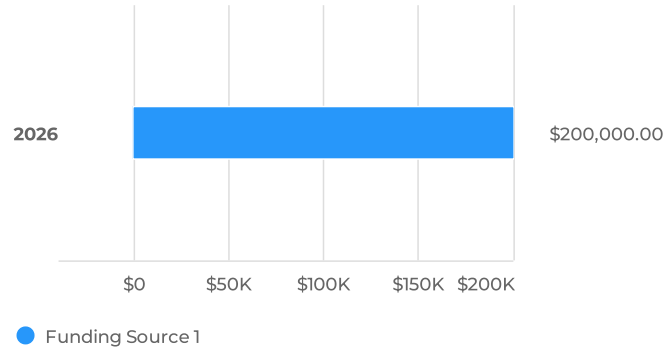
Total Budget (all years)

**\$200K**

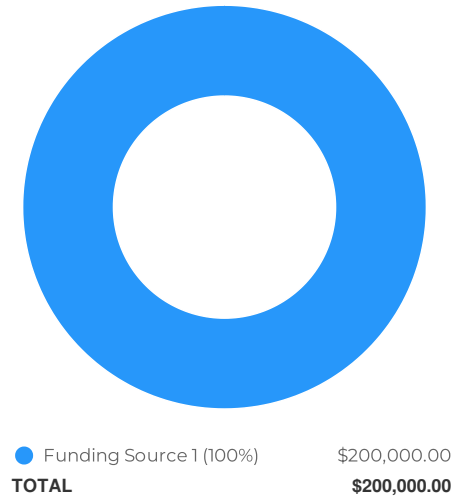
Project Total

**\$200K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2026	Total
Funding Source 1	\$200,000	\$200,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>





# Forestry Engine 19

## Overview

Request Owner	JP Benoit, Fire Chief
Department	Fire
Type	Capital Equipment

## Description

Requesting support of Forestry Engine 19. The 2017 Ford F450 is a multi-purpose truck. During the warmer months, the truck is equipped with a skid mounted pump and a tank. During the winter months, the truck is equipped with a plow for snow removal at the station and water source clearing. Year round, the truck is used by the Captain for fire prevention.

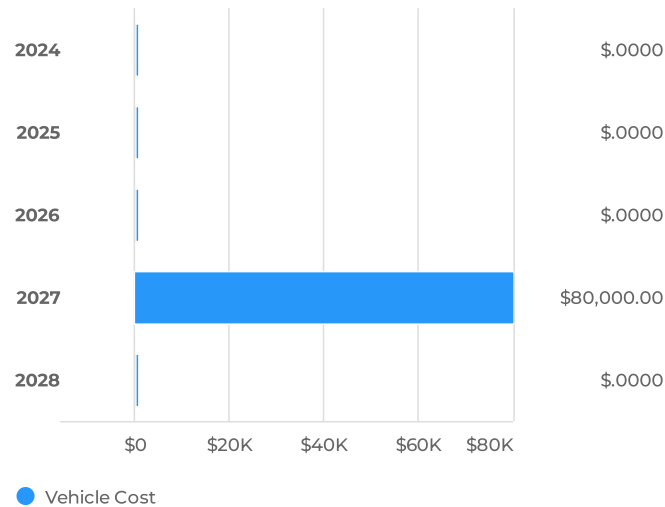
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

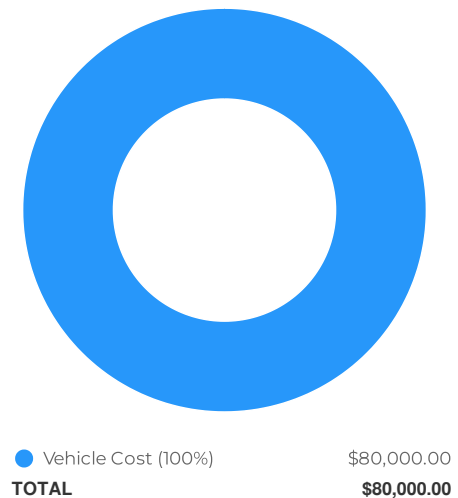
## Capital Cost

Total Budget (all years)	Project Total
<b>\$80K</b>	<b>\$80K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	To Date	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Vehicle Cost	\$0	\$0	\$0	\$0	\$80,000	\$0	\$80,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$80,000</b>

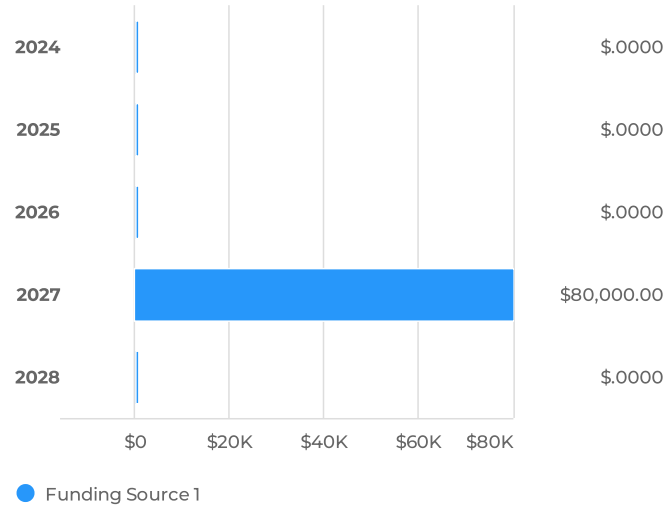


## Funding Sources

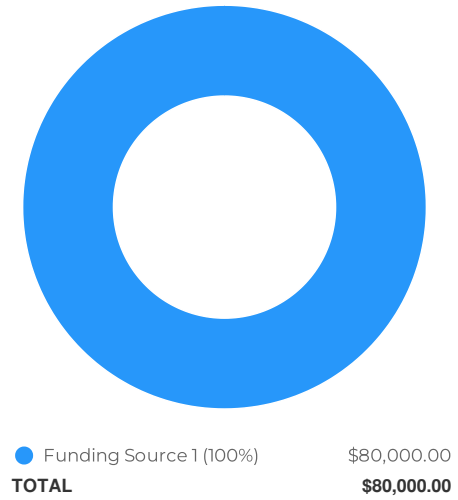
Total Budget (all years)  
**\$80K**

Project Total  
**\$80K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Funding Source 1	\$0	\$0	\$0	\$80,000	\$0	\$80,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$80,000</b>



# Replacement of 2000 Fire Engine

## Overview

Request Owner	JP Benoit, Fire Chief
Department	Fire
Type	Capital Equipment

## Description

Requesting support for replacement of the 2000 Ferra International Fire Engine. This replacement is on the fleet rotation schedule.

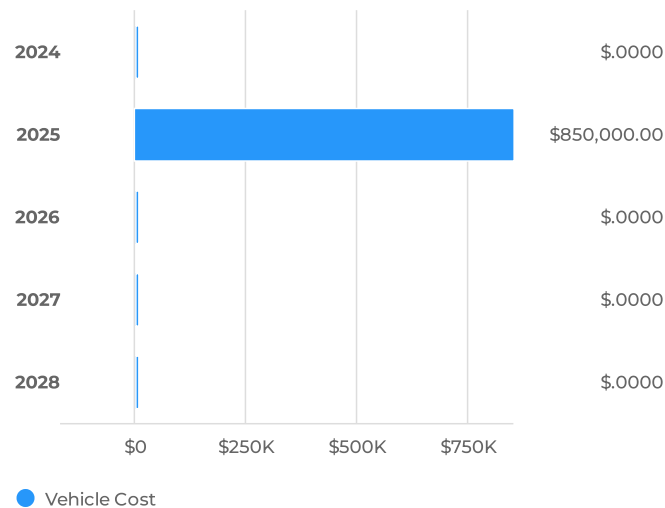
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

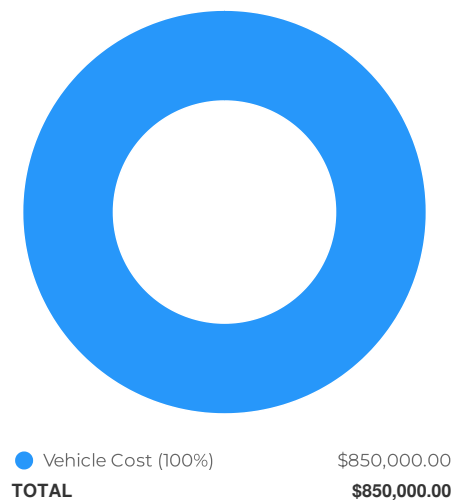
## Capital Cost

Total Budget (all years)	Project Total
<b>\$850K</b>	<b>\$850K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	To Date	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Vehicle Cost	\$0	\$0	\$850,000	\$0	\$0	\$0	\$850,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$850,000</b>

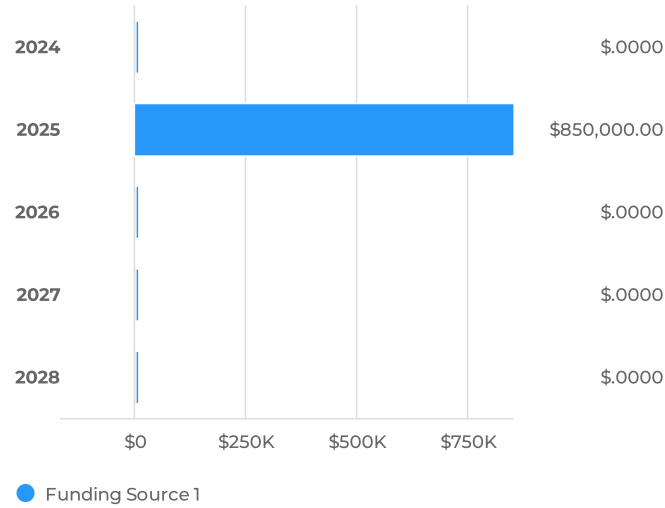


## Funding Sources

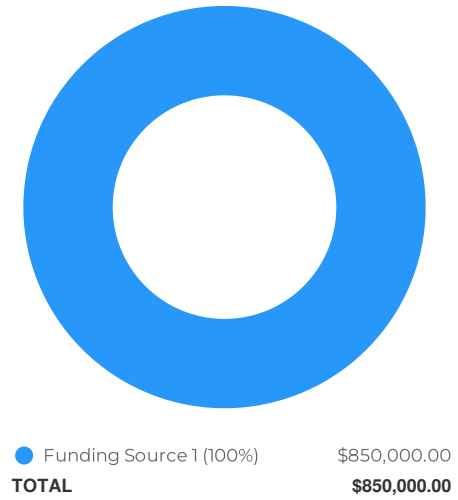
Total Budget (all years)  
**\$850K**

Project Total  
**\$850K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	To Date	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Funding Source 1	\$0	\$0	\$850,000	\$0	\$0	\$0	\$850,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$850,000</b>



# Replacement of Ambulance Rescue 16

---

## Overview

Request Owner	JP Benoit, Fire Chief
Department	Fire
Type	Capital Equipment

---

## Description

We are submitting a capital purchase request for a new ambulance and equipment. This request will replace the 2010 Ford F350 Horton ambulance. This new ambulance will become the primary response ambulance.

---

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

---

## Supplemental Attachments

 **Ambulance replacement Cost**(/resource/cleargov-prod/projects/documents/680d48d1317cc976ba66.pdf)

Ambulance and equipment justification



## Capital Cost

FY2024 Budget

**\$436,800**

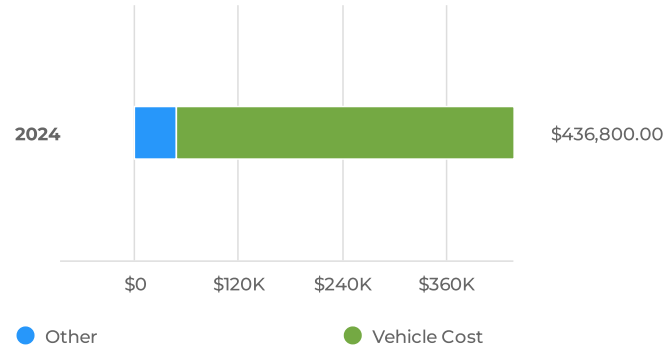
Total Budget (all years)

**\$436.8K**

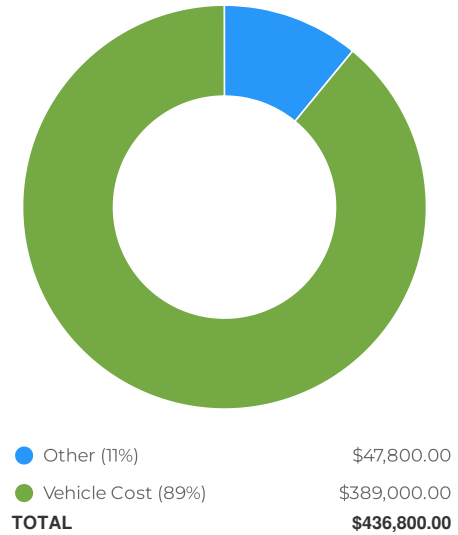
Project Total

**\$436.8K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	Total
Vehicle Cost	\$389,000	\$389,000
Other	\$47,800	\$47,800
<b>Total</b>	<b>\$436,800</b>	<b>\$436,800</b>



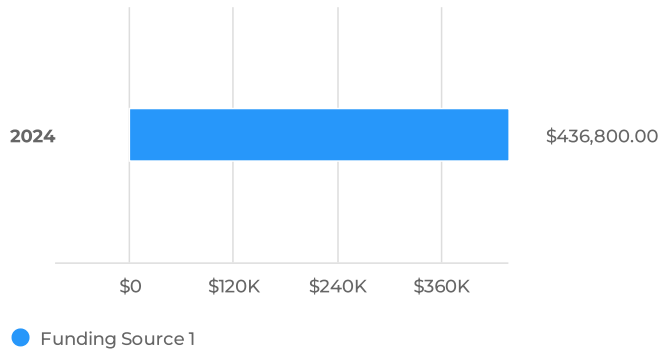
Funding Sources

FY2024 Budget  
**\$436,800**

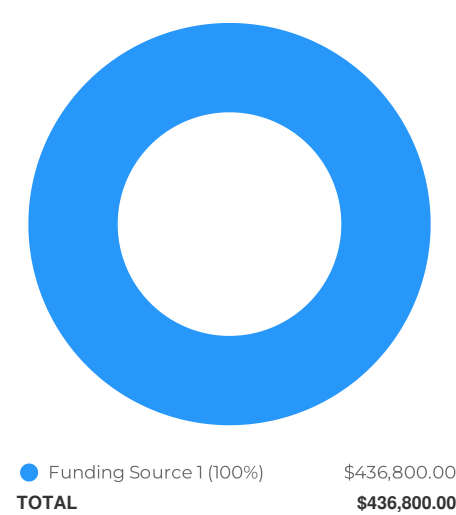
Total Budget (all years)  
**\$436.8K**

Project Total  
**\$436.8K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
Funding Source 1	\$436,800	\$436,800
Total	\$436,800	\$436,800



# Scott Air Pack Bottles

## Overview

Request Owner	JP Benoit, Fire Chief
Department	Fire
Type	Capital Equipment

## Description

Requesting support of replacement of the Self-Contained Breathing Apparatus Bottles. We are only requesting the replacement of the bottles. The bottles have a life span of 15 years before they are no longer compliant.

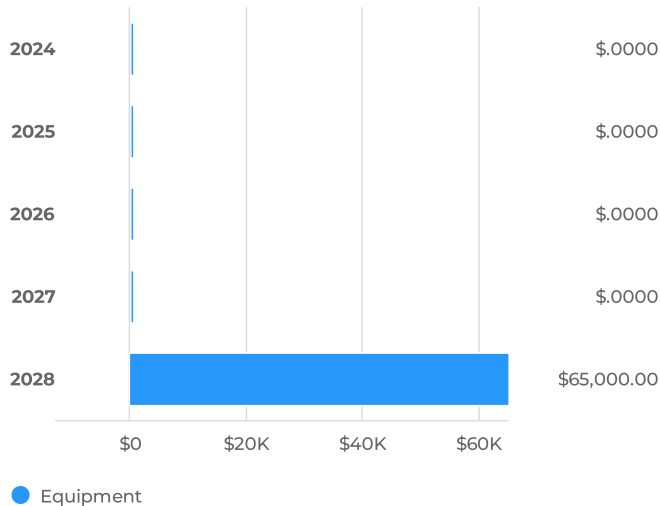
## Details

New Purchase or Replacement	Replacement
-----------------------------	-------------

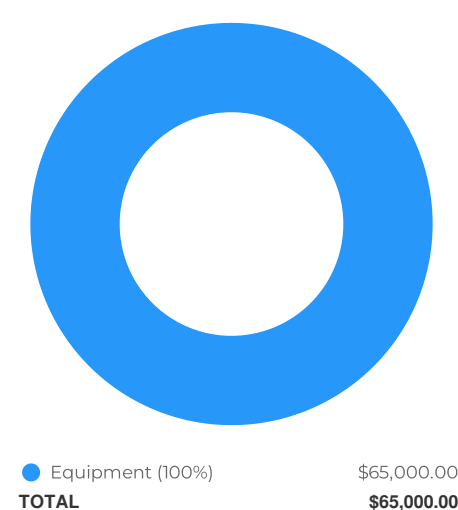
## Capital Cost

Total Budget (all years)	Project Total
<b>\$65K</b>	<b>\$65K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	To Date	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Equipment	\$0	\$0	\$0	\$0	\$0	\$65,000	\$65,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>	<b>\$65,000</b>





## Funding Sources

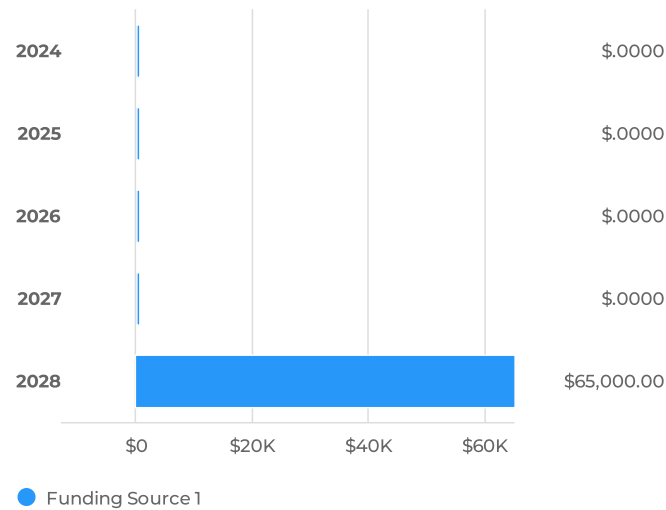
Total Budget (all years)

**\$65K**

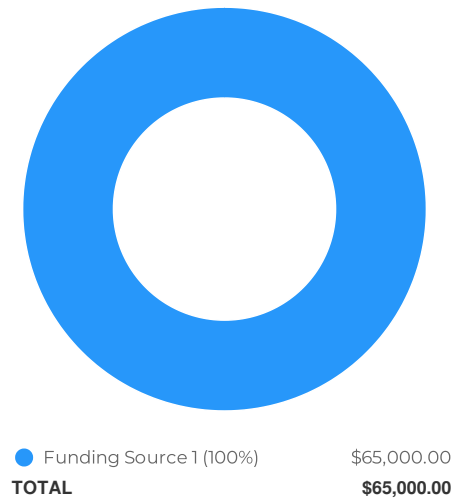
Project Total

**\$65K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	To Date	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Funding Source 1	\$0	\$0	\$0	\$0	\$0	\$65,000	\$65,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>	<b>\$65,000</b>



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# **HIGHWAY & STREETS REQUESTS**

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# Apple Blossom Lane - Resurfacing/Curbing

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Apple Blossom Ln

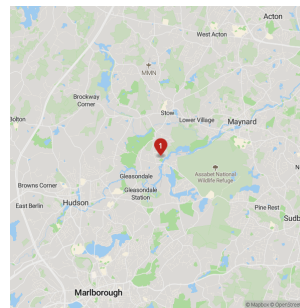
## Description

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Apple Blossom Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking the town to appropriate the funds for these smaller roads via town meeting.

## Details

Type of Project	Resurface Current Road
-----------------	------------------------

## Location



## Benefit to Community

Improve road and sidewalk safety

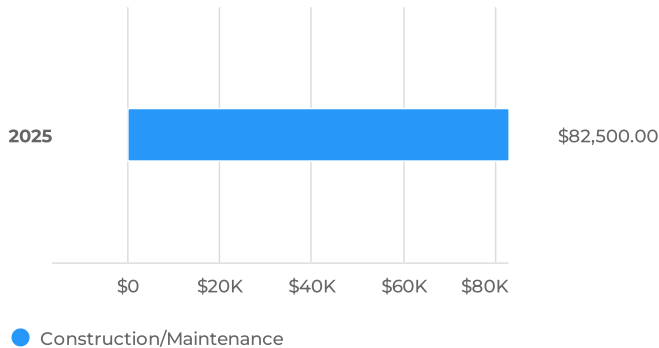


Capital Cost

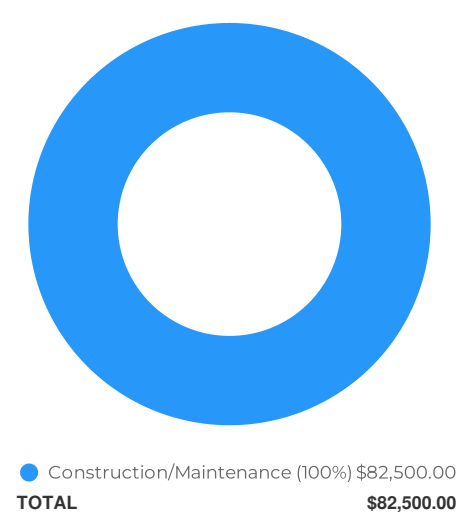
Total Budget (all years)  
**\$82.5K**

Project Total  
**\$82.5K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Construction/Maintenance	\$82,500	\$82,500
Total	\$82,500	\$82,500

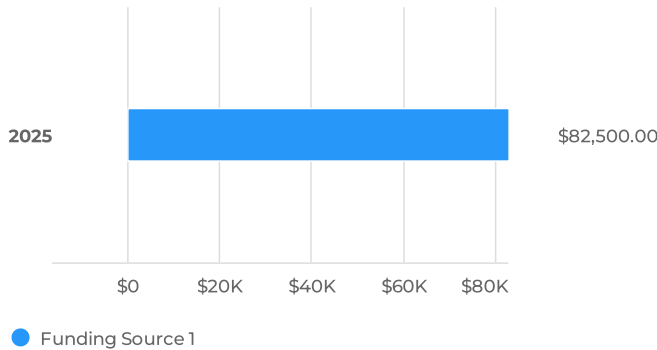


Funding Sources

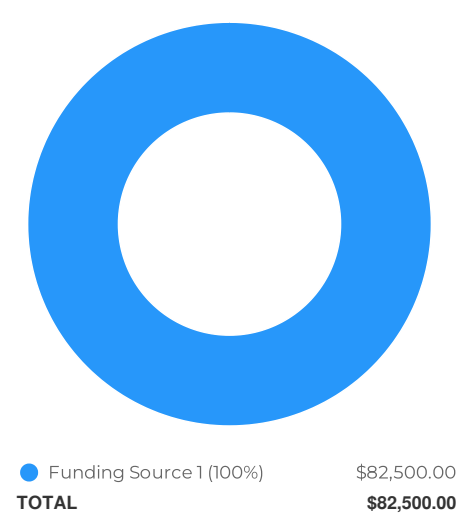
Total Budget (all years)  
**\$82.5K**

Project Total  
**\$82.5K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	Total
Funding Source 1	\$82,500	\$82,500
Total	\$82,500	\$82,500



# Brook Mill Road - Resurfacing

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Brook Mill Rd

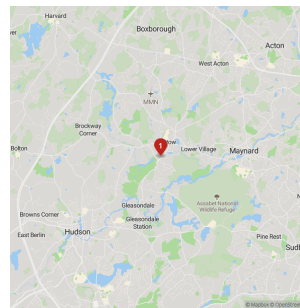
## Description

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Brook Mill Rd's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town, we are asking the town to appropriate the funds for these smaller roads via a town meeting.

## Details

Type of Project	Resurface Current Road
-----------------	------------------------

## Location



## Benefit to Community

Low volume road program for resurfacing of roads before they become a total replacement.



## Capital Cost

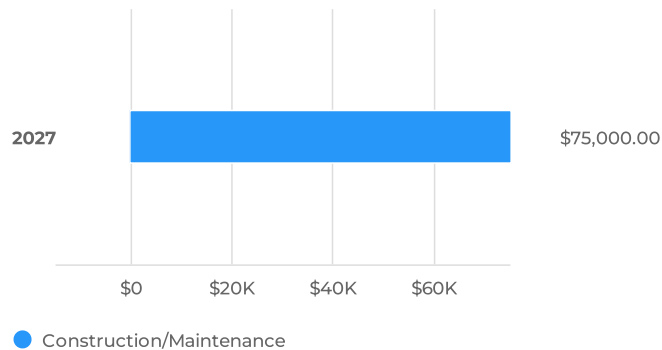
Total Budget (all years)

**\$75K**

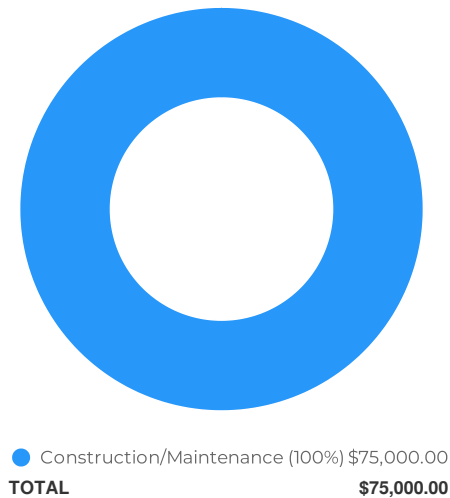
Project Total

**\$75K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2027	Total
Construction/Maintenance	\$75,000	\$75,000
<b>Total</b>	<b>\$75,000</b>	<b>\$75,000</b>

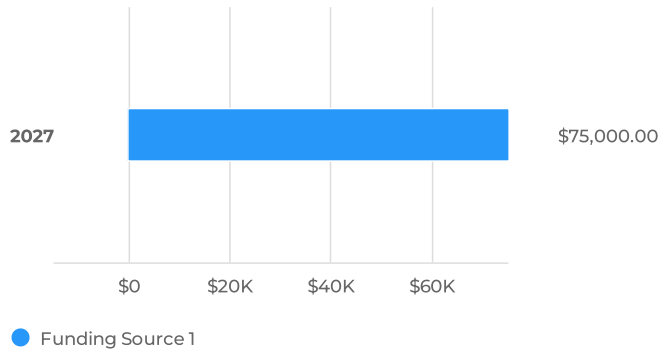


Funding Sources

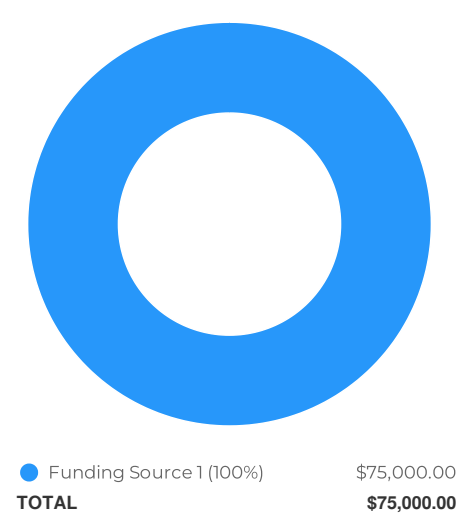
Total Budget (all years)  
**\$75K**

Project Total  
**\$75K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2027	Total
Funding Source 1	\$75,000	\$75,000
Total	\$75,000	\$75,000





# Culvert Replacement Engineering - Great Road @ Fire Station

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Est. Start Date	07/01/2025
Department	Highway & Streets
Type	Capital Improvement
Project Number	Fire Station Culvert

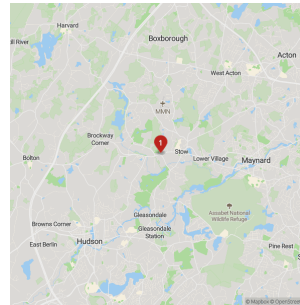
## Description

Contract engineering services regarding the culvert replacement on Great Road near the Fire Station.

## Details

Type of Project      Other

## Location



## Benefit to Community

Culvert is an old stone box culvert that is partially blocked as stones have shifted over time and the culvert is now under sized for the changes in our weather. This culvert handles a large area of storm water on the north side of Great Road. After the design is completed, the intent is to try to get grant funding for construction.



## Capital Cost

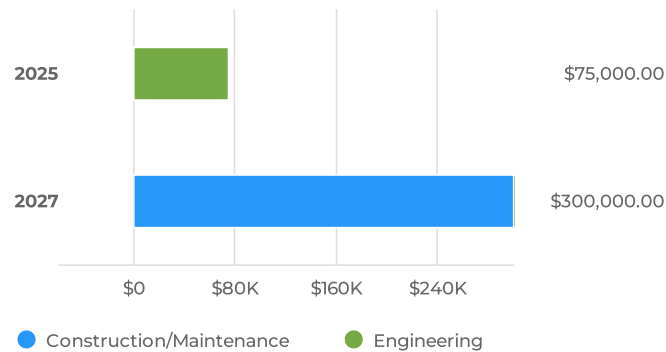
Total Budget (all years)

**\$375K**

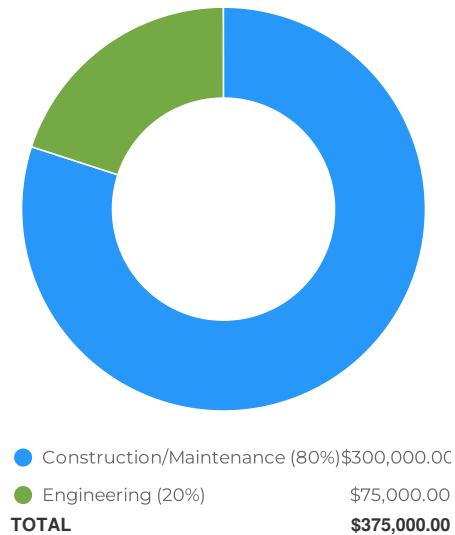
Project Total

**\$375K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2025	FY2027	Total
Engineering	\$75,000		\$75,000
Construction/Maintenance		\$300,000	\$300,000
<b>Total</b>	<b>\$75,000</b>	<b>\$300,000</b>	<b>\$375,000</b>



## Funding Sources

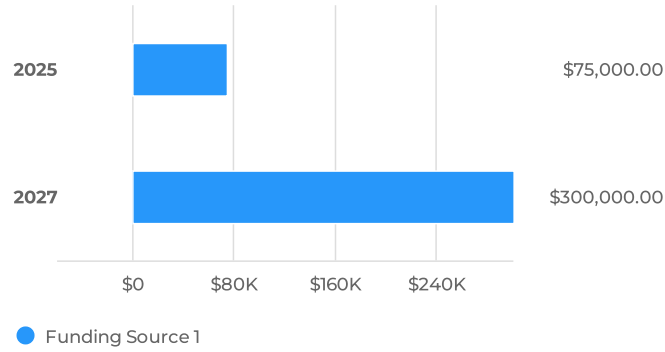
Total Budget (all years)

**\$375K**

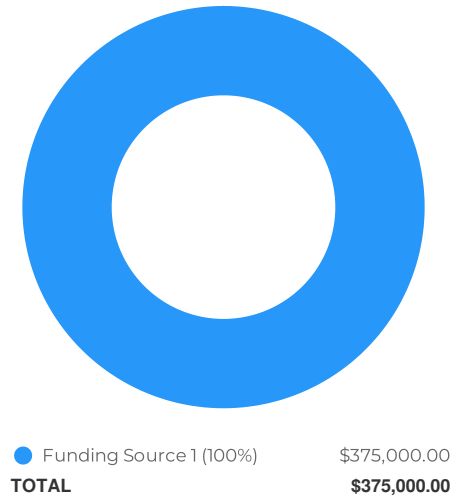
Project Total

**\$375K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	FY2027	Total
Funding Source 1	\$75,000	\$300,000	\$375,000
<b>Total</b>	<b>\$75,000</b>	<b>\$300,000</b>	<b>\$375,000</b>



# De-Icing Liquids System

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment
Project Number	DEICING

## Description

Add a de-icing liquids system to make and apply salt brine to our roads prior to storms. We are a community with well water for every home. This move would reduce the amount of salt used on roads, reducing the risk even more of getting sodium into the ground water. We would also reduce the amount we spend on salt as town that have gone to this system have started seeing a savings of about 20% in salt usage and using regular work hours to pre-treat roads before a storm.

## Details

New Purchase or Replacement	New
-----------------------------	-----

## Capital Cost

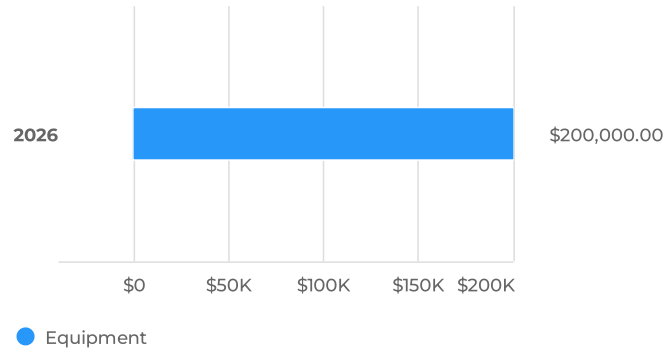
Total Budget (all years)

**\$200K**

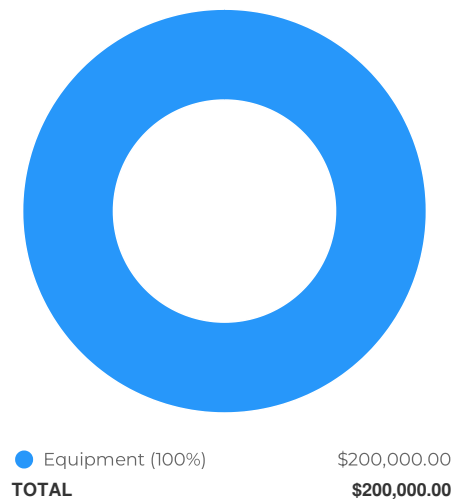
Project Total

**\$200K**

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2026	Total
Equipment	\$200,000	\$200,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>

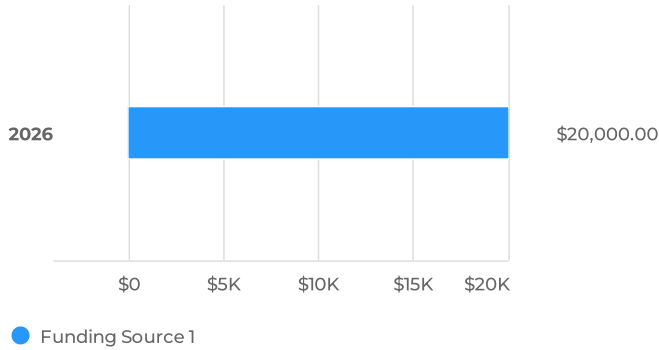


Funding Sources

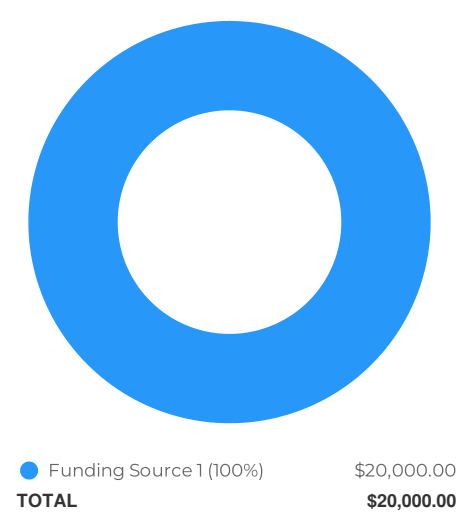
Total Budget (all years)  
**\$20K**

Project Total  
**\$20K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2026	Total
Funding Source 1	\$20,000	\$20,000
Total	\$20,000	\$20,000



# Evelyn Road- Resurfacing

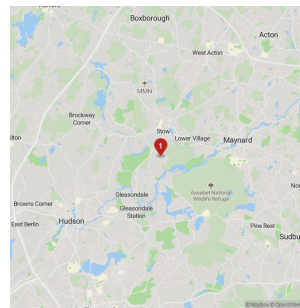
## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Evelyn Rd

## Description

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Evelyn Dr's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking the town to appropriate the funds for these smaller roads via town meeting.

## Location



## Benefit to Community

Improve roads before they fail and become a total rebuild for the road.

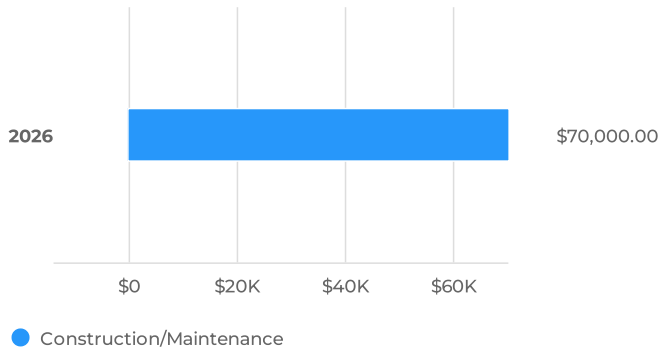


Capital Cost

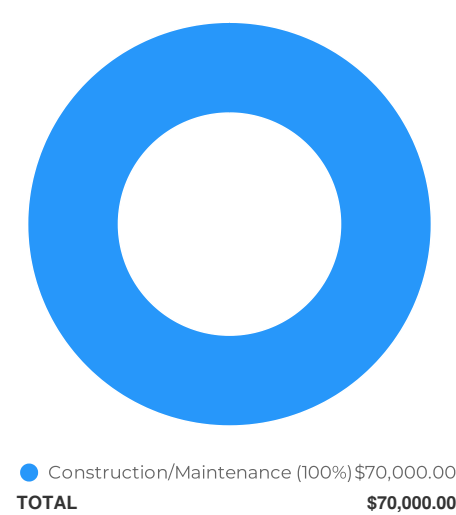
Total Budget (all years)  
**\$70K**

Project Total  
**\$70K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2026	Total
Construction/Maintenance	\$70,000	\$70,000
Total	\$70,000	\$70,000

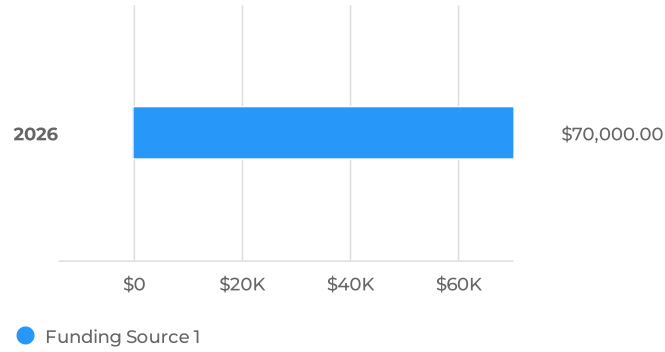


## Funding Sources

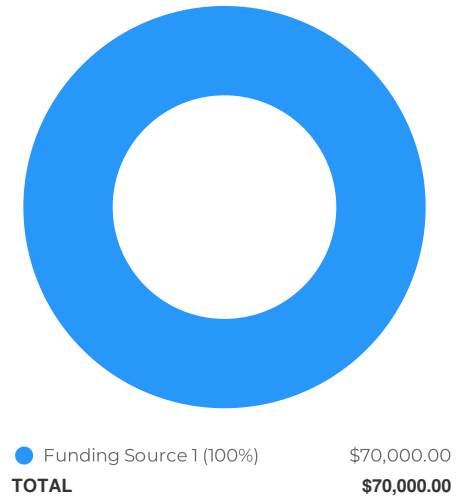
Total Budget (all years)  
**\$70K**

Project Total  
**\$70K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2026	Total
Funding Source 1	\$70,000	\$70,000
<b>Total</b>	<b>\$70,000</b>	<b>\$70,000</b>





# Feasibility Study - New Highway Barn

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Est. Start Date	04/01/2022
Est. Completion Date	12/31/2022
Department	Highway & Streets
Type	Capital Improvement
Project Number	Highway Barn

## Description

We will conduct a feasibility study as the first step in replacing or adding to current DPW buildings located at 88 South Acton Rd. Currently, the temporary office trailer is at the end of its service life. The trailer started as a classroom trailer for the school district and was moved to help with inadequate office space at the highway barn to help solve the issue. We are starting to replace areas of the trailer that have had leaks and repairs are becoming greater as we find more issues. The steel building that was built in the 70s was a slab floor with all connections to the steel and electrical conduits running through the floor slab where they are exposed to corrosion. At the time, we used a sand and salt mix. We now use a salt/mag chloride mix to treat the roads. The change had unintended consequences and deterioration of the steel started at the connection points on the slab. The current facility has no MS4 approved washbays to clean trucks. Currently, there is very little, contaminate or treatment of stormwater before it enters wetlands. The only drainage system is at the salt shed. All other runoff from the facility runs off the property into adjacent wetland areas. Before we spend a large amount of money to fix this issue and to be in compliance with MS4, we want to make sure the facility meets the future needs of the department and the town before we spend money on this investment. The current estimate is 800k to 1m to build a stormwater system that would protect the wetlands from storm water runoff and this will need to be done to be in compliance with EPA stormwater requirements we must meet.

2023 study

2024 Design

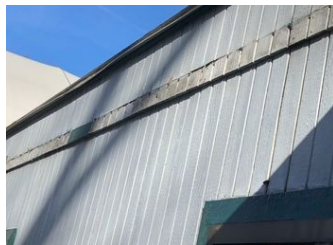
2026 Construction improvements phase I

20?? Phase II

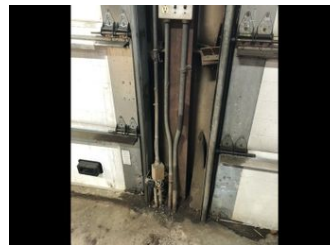
## Images



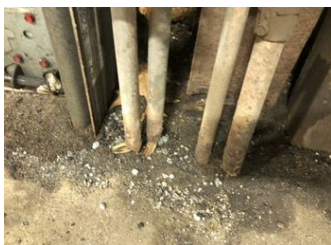
Building Issues #1



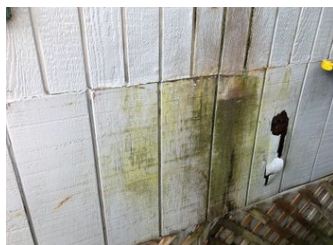
Building Issues #2



Building Issues #3



Building Issues #4



Building Issues #5

Can be easily pushed through by hand



Building Issues #6

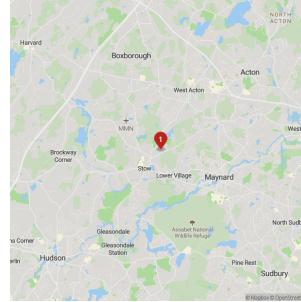


## Details

Type of Project      Other

## Location

Address: 88 South Acton Road



## Supplemental Attachments

[Feasibility Study Quote\(/resource/cleargov-prod/projects/documents/174e93cc25cd3814dab6.pdf\)](/resource/cleargov-prod/projects/documents/174e93cc25cd3814dab6.pdf)

## Capital Cost

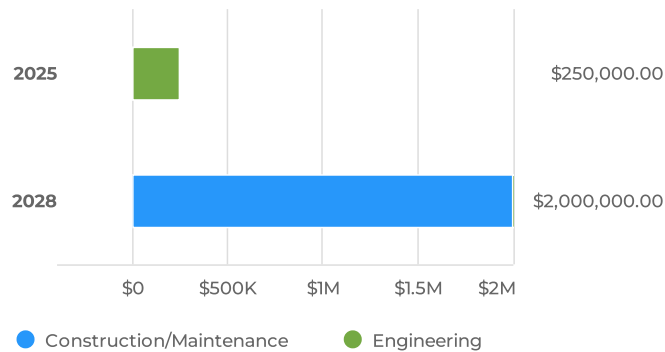
Total Budget (all years)

**\$2.25M**

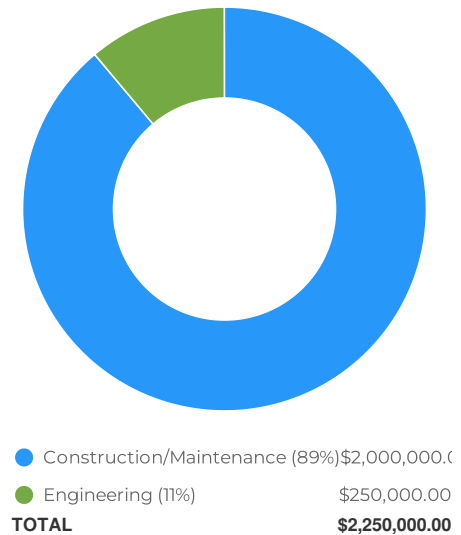
Project Total

**\$2.25M**

### Capital Cost by Year



### Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2025	FY2028	Total
Engineering	\$250,000		\$250,000
Construction/Maintenance		\$2,000,000	\$2,000,000
<b>Total</b>	<b>\$250,000</b>	<b>\$2,000,000</b>	<b>\$2,250,000</b>



## Funding Sources

FY2024 Budget

**\$250,000**

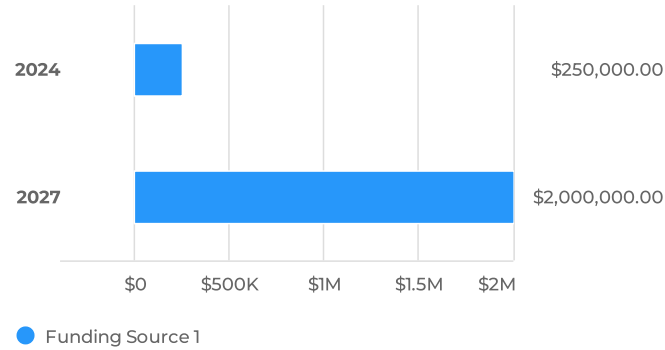
Total Budget (all years)

**\$2.25M**

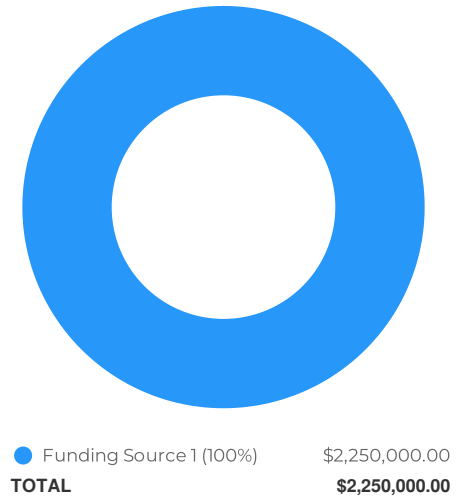
Project Total

**\$2.25M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2027	Total
Funding Source 1	\$250,000	\$2,000,000	\$2,250,000
<b>Total</b>	<b>\$250,000</b>	<b>\$2,000,000</b>	<b>\$2,250,000</b>



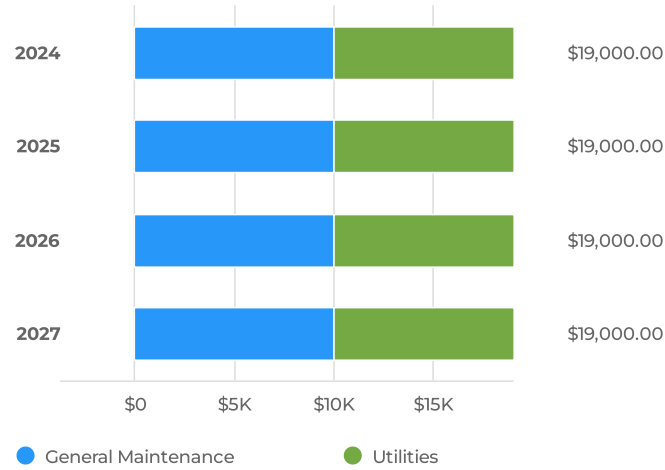
## Operational Costs

FY2024 Budget  
**\$19,000**

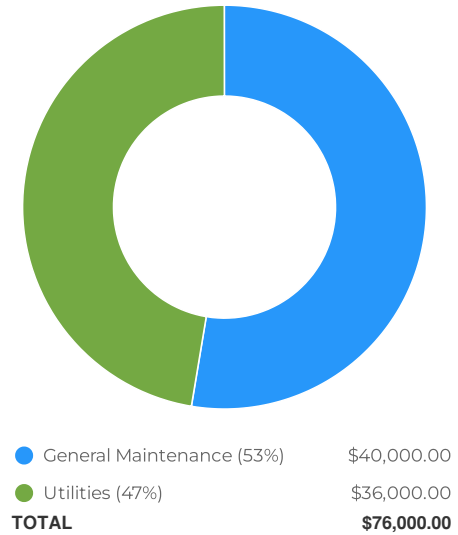
Total Budget (all years)  
**\$76K**

Project Total  
**\$76K**

Operational Costs by Year



Operational Costs for Budgeted Years



### Operational Costs Breakdown

Operational Costs	FY2024	FY2025	FY2026	FY2027	Total
General Maintenance	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000
Utilities	\$9,000	\$9,000	\$9,000	\$9,000	\$36,000
<b>Total</b>	<b>\$19,000</b>	<b>\$19,000</b>	<b>\$19,000</b>	<b>\$19,000</b>	<b>\$76,000</b>



# Lake Boon Dam Repairs (Estimate)

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Est. Start Date	01/01/2022
Est. Completion Date	12/30/2024
Department	Highway & Streets
Type	Capital Improvement
Project Number	Lake Boon Dam

## Description

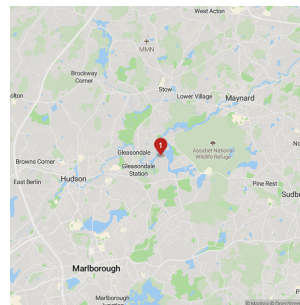
The Office of Dam Safety is requiring upgrades to the Lake Boon Dam; this is mandatory under the DCR order from the office of dam safety. The cost reflects the increases due to the sinkhole that developed in August 2021, as well as current global supply chain and inflation issues. We may be able to partially offset these costs with a state grant. However, we must appropriate these funds so that our engineering firm, Weston & Sampson, can begin work to bring the structure in-line with requirements from the order that DCR's office of dam safety issued the town. It is recommended to ask for full funding and make appropriate adjustments after grants are awarded by the state as it is not a guaranteed grant or guaranteed we will get the full funding amount we asked for.

## Details

Type of Project      Refurbishment

## Location

Address: Collings Foundation



## Supplemental Attachments

 Eng Est.(/resource/cleargov-prod/projects/documents/d5a5eb40b03412153eed.pdf)

## Benefit to Community

Improves the safety and reliability of the dam, preventing damage to environment and private and public property.



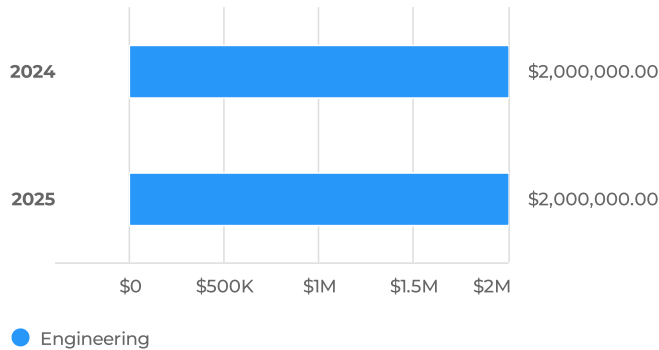
Capital Cost

FY2024 Budget  
**\$2,000,000**

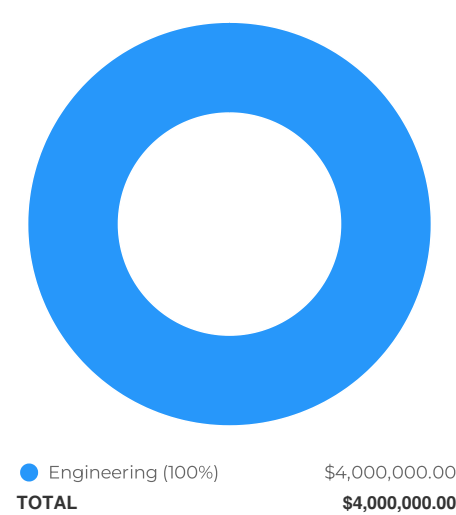
Total Budget (all years)  
**\$4M**

Project Total  
**\$4M**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown			
Capital Cost	FY2024	FY2025	Total
Engineering	\$2,000,000	\$2,000,000	\$4,000,000
Total	\$2,000,000	\$2,000,000	\$4,000,000



## Funding Sources

FY2024 Budget

**\$2,000,000**

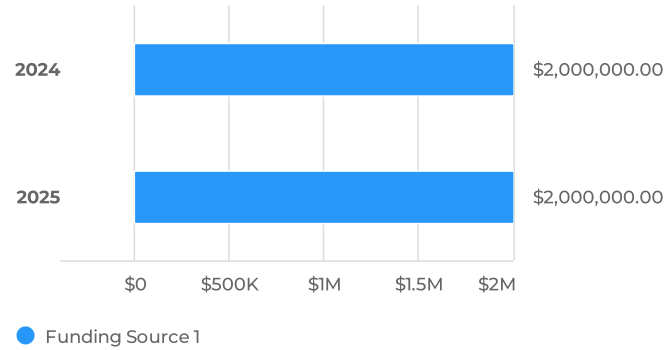
Total Budget (all years)

**\$4M**

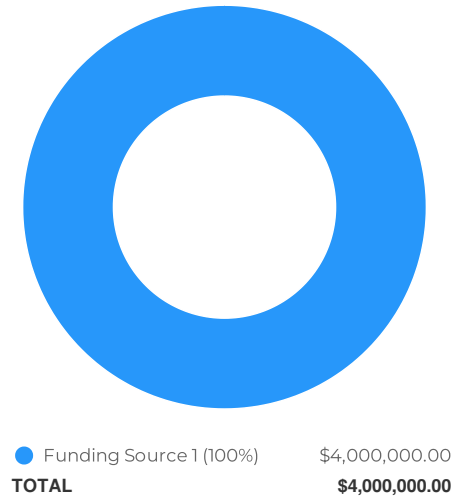
Project Total

**\$4M**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	FY2025	Total
Funding Source 1	\$2,000,000	\$2,000,000	\$4,000,000
<b>Total</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$4,000,000</b>



# Middlemost Way - Resurfacing

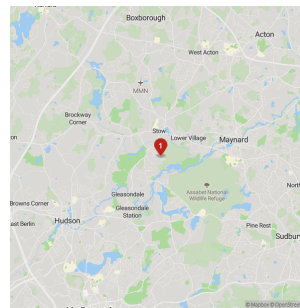
## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Middlemost Way

## Description

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Middlemost Way's roadway surface. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking the town to appropriate the funds for these smaller roads via town meeting.

## Location



## Benefit to Community

Improve road conditions and safety





## Capital Cost

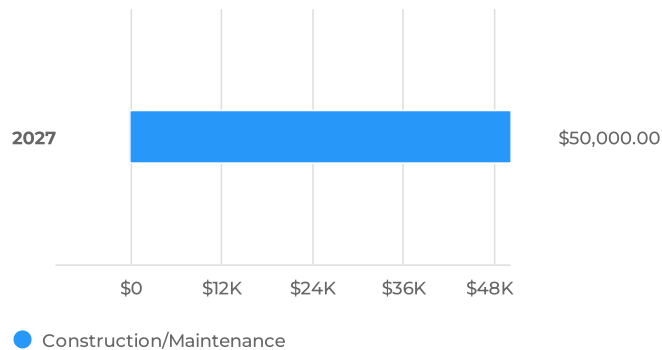
Total Budget (all years)

**\$50K**

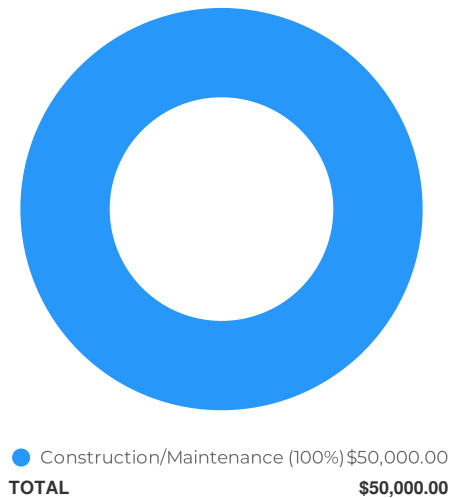
Project Total

**\$50K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2027	Total
Construction/Maintenance	\$50,000	\$50,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>



## Funding Sources

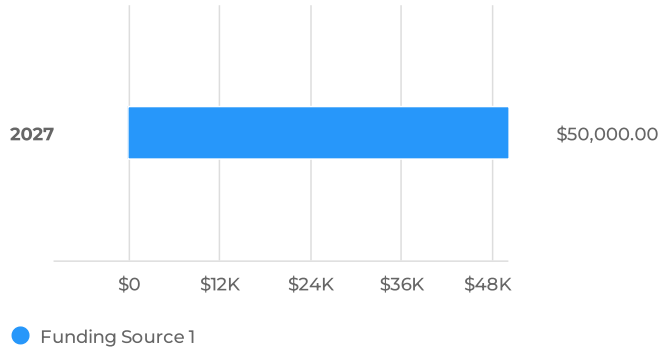
Total Budget (all years)

**\$50K**

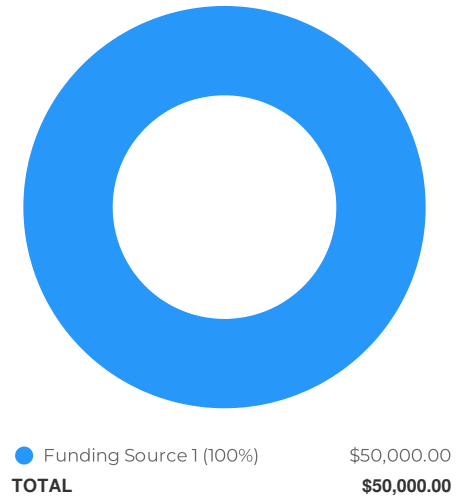
Project Total

**\$50K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2027	Total
Funding Source 1	\$50,000	\$50,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>



# Militia Circle / Mill & Surface Treatment

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## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement

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## Description

Mill and repave problem spots, surface treatment over top. To be combined with Farm Road work to alleviate asphalt/diesel price increases from FY22.

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## Details

Type of Project	Resurface Current Road
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## Benefit to Community

Improve road safety (problem areas) and extend life of road without having to resort to a full mill & fill.



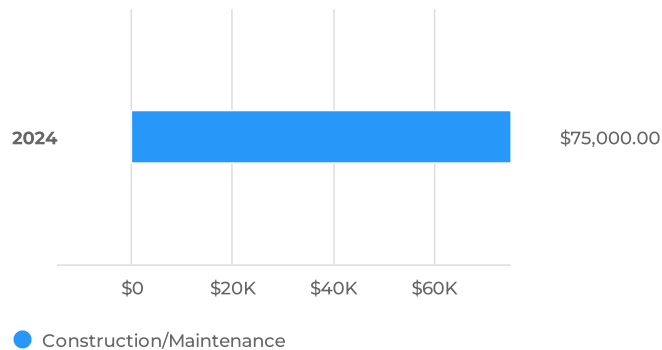
## Capital Cost

FY2024 Budget  
**\$75,000**

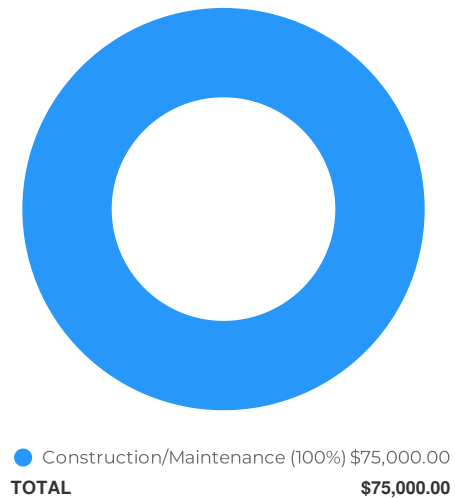
Total Budget (all years)  
**\$75K**

Project Total  
**\$75K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2024	Total
Construction/Maintenance	\$75,000	\$75,000
<b>Total</b>	<b>\$75,000</b>	<b>\$75,000</b>



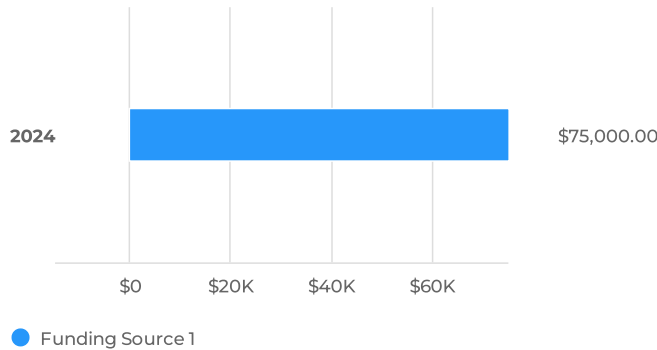
Funding Sources

FY2024 Budget  
**\$75,000**

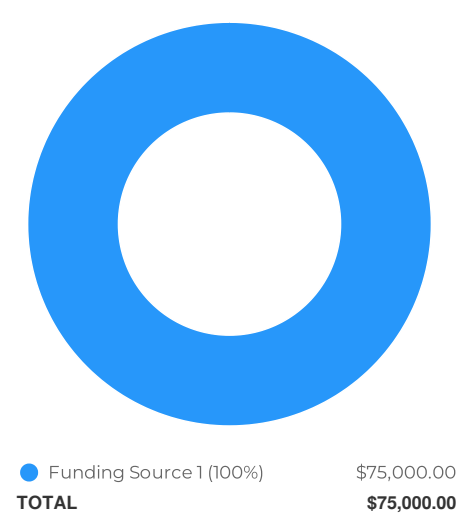
Total Budget (all years)  
**\$75K**

Project Total  
**\$75K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
Funding Source 1	\$75,000	\$75,000
Total	\$75,000	\$75,000



## Purchase of Skid Steer with Attachments

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### Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment

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### Description

Purchase of a new Skid Steer with attachments for snow removal on sidewalks. This will be replacing the large Kubota currently operated by the Cemetery Department during snow removal operations. This equipment has more uses for both departments than the current tractors for cemetery maintenance, snow removal, and highway operations. A variety of attachments will be purchased at the same time as the equipment itself, allowing it to work as a more universal tool.

This skid steer will replace a Kubota tractor. This tractor is more for home-owner level operations, whereas the skid steer is rated for commercial work and as such will have a longer life, more applications, and be safer to operate.

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### Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years



## Capital Cost

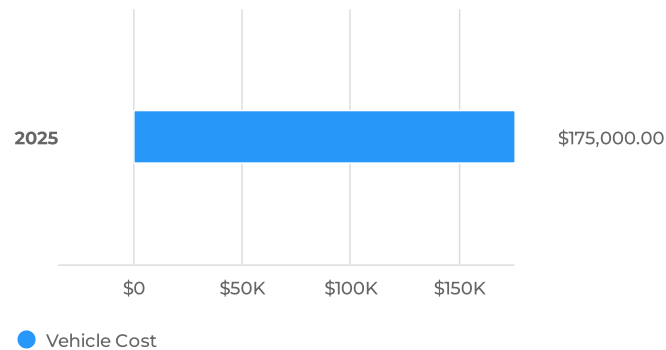
Total Budget (all years)

**\$175K**

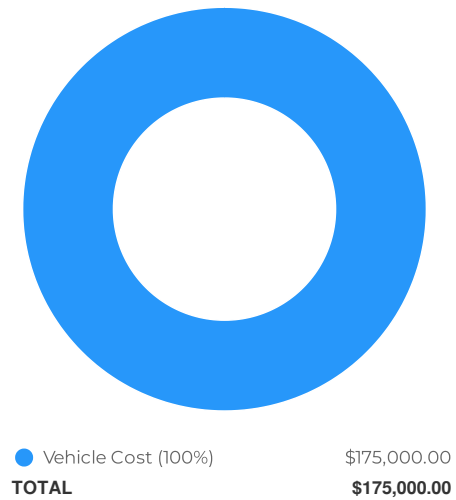
Project Total

**\$175K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2025	Total
Vehicle Cost	\$175,000	\$175,000
<b>Total</b>	<b>\$175,000</b>	<b>\$175,000</b>

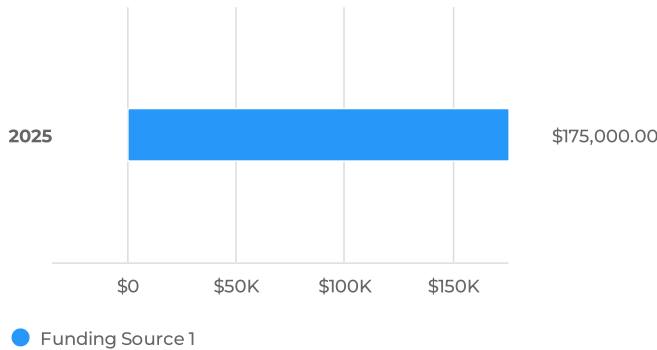


Funding Sources

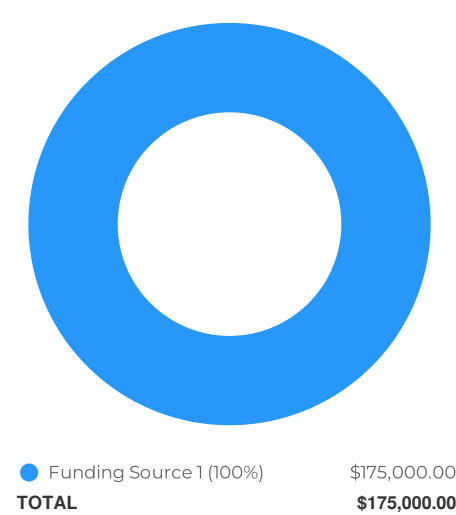
Total Budget (all years)  
**\$175K**

Project Total  
**\$175K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	Total
Funding Source 1	\$175,000	\$175,000
Total	\$175,000	\$175,000





# Replacement of Backhoe Trailer

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment

## Description

Replacement for Eager Beaver trailer for Backhoe. This is a routine replacement, as the vehicle will be past the end of its useful life. Replacement of the unit will be more efficient as the current trailer's decking is not up to OSHA standard.

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

## Capital Cost

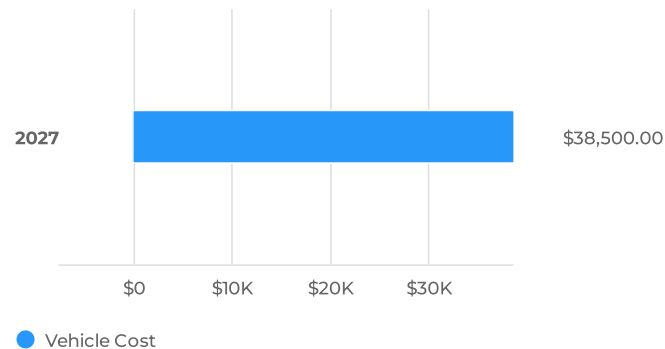
Total Budget (all years)

**\$38.5K**

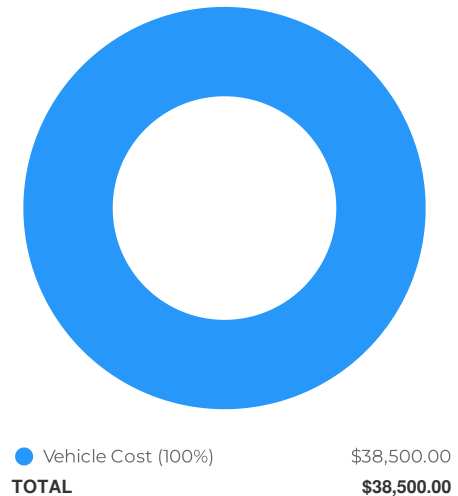
Project Total

**\$38.5K**

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2027	Total
Vehicle Cost	\$38,500	\$38,500
<b>Total</b>	<b>\$38,500</b>	<b>\$38,500</b>



## Funding Sources

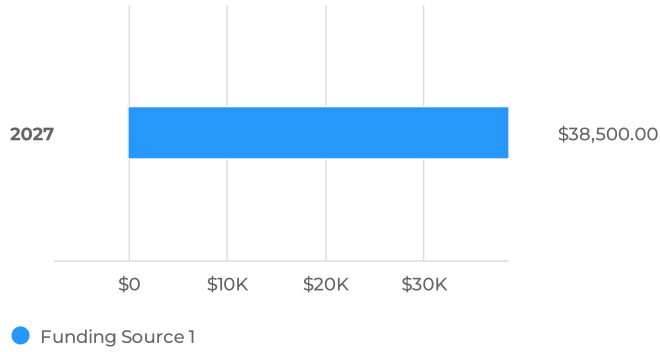
Total Budget (all years)

**\$38.5K**

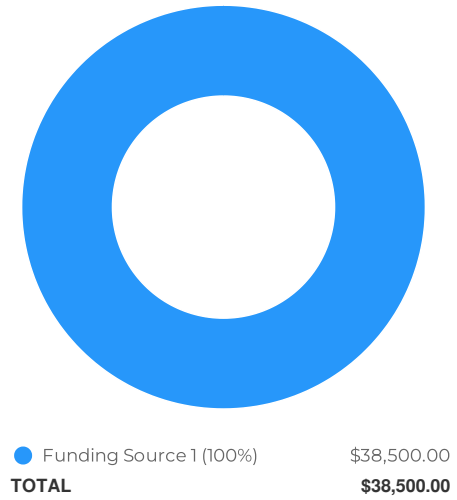
Project Total

**\$38.5K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2027	Total
Funding Source 1	\$38,500	\$38,500
<b>Total</b>	<b>\$38,500</b>	<b>\$38,500</b>



# Replacement of Large 6-Wheel Dump Truck (S-10)

---

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment

---

## Description

The vehicle is past the end of its useful life as it was manufactured in 1998 and the useful life of a vehicle of this size is 15 years.. This is a piece of front-line equipment for snow & ice control and its lack of reliability and constant need for repairs is posing a serious issue with regards to public safety for sanding, salting, and plowing operations. As global supply chain issues and lack of replacement parts continue to impact the trucking industry heavily in the wake of COVID-19; it would behoove the town to replace this piece of equipment sooner rather than later. It is also, currently, our only non-CDL truck with a sanding unit. This allows it to reach more roadways than our other, larger trucks which is key for salting the roadways in some of Stow's more rural neighborhoods and less developed roads.

---

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years



## Capital Cost

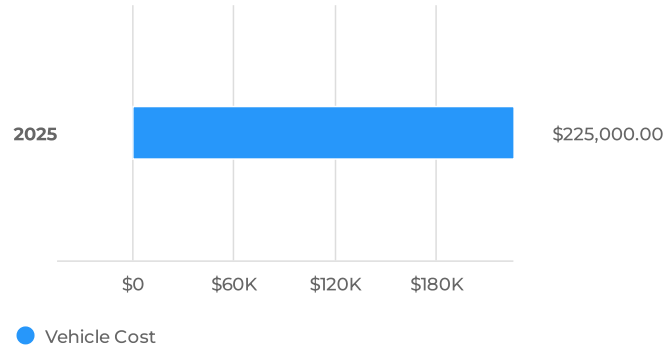
Total Budget (all years)

**\$225K**

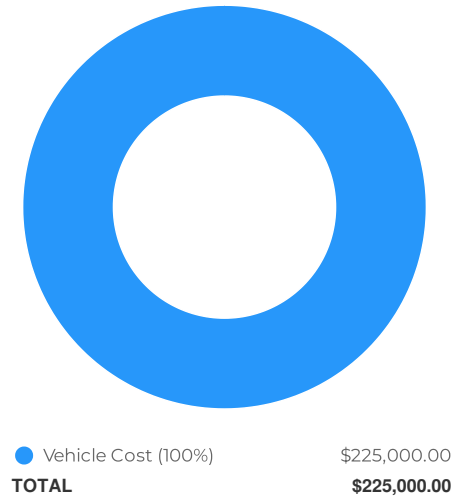
Project Total

**\$225K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2025	Total
Vehicle Cost	\$225,000	\$225,000
<b>Total</b>	<b>\$225,000</b>	<b>\$225,000</b>



## Funding Sources

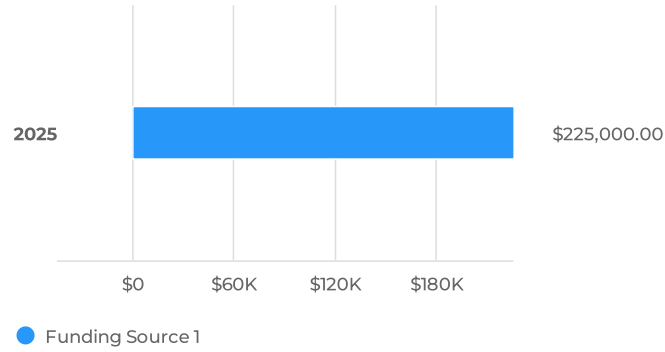
Total Budget (all years)

**\$225K**

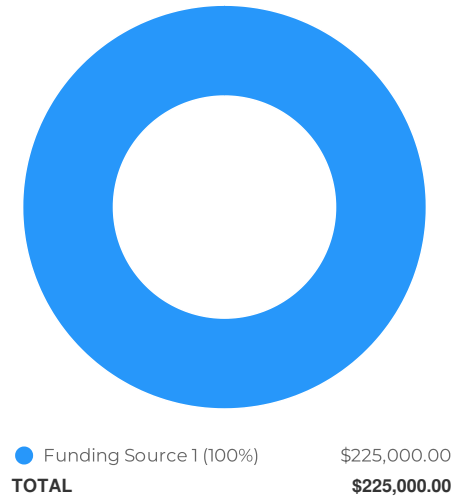
Project Total

**\$225K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	Total
Funding Source 1	\$225,000	\$225,000
<b>Total</b>	<b>\$225,000</b>	<b>\$225,000</b>



# Replacement of Large 6-Wheel Dump Truck (S-7)

---

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment

---

## Description

This truck, designation S-7, was manufactured in 1999 is past the end of its useful life (15 yrs). This vehicle is a front-line piece of equipment for snow and ice control when we respond to winter weather. Not replacing this vehicle will post a serious risk to public safety during winter weather events.

---

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

---

## Supplemental Attachments

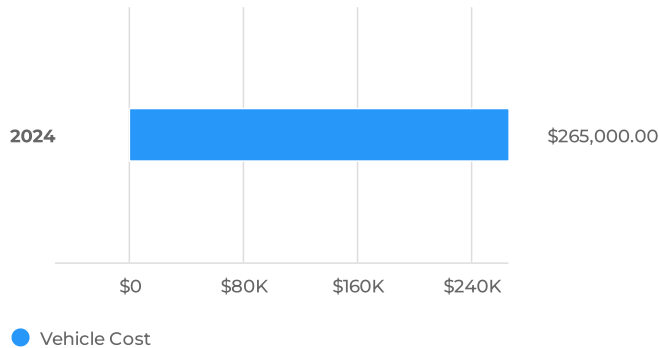
 [S7 Quote\(/resource/cleargov-prod/projects/documents/bb82c4c2b3ba782f2fc8.pdf\)](/resource/cleargov-prod/projects/documents/bb82c4c2b3ba782f2fc8.pdf)



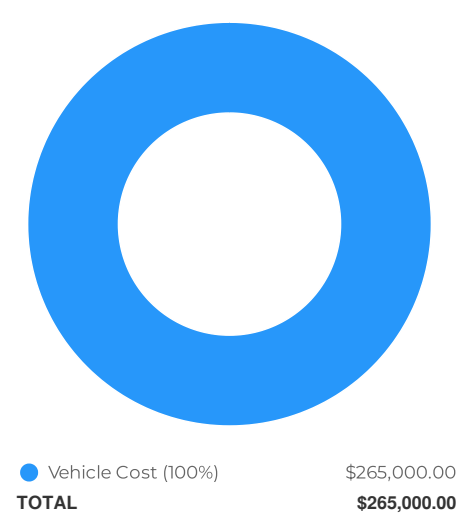
Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
\$265,000	\$265K	\$265K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	Total
Vehicle Cost	\$265,000	\$265,000
Total	\$265,000	\$265,000



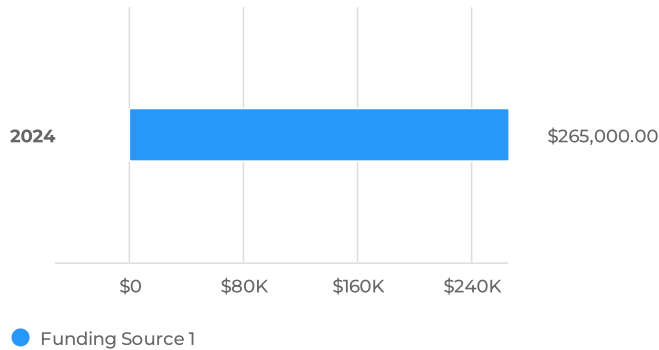
Funding Sources

FY2024 Budget  
**\$265,000**

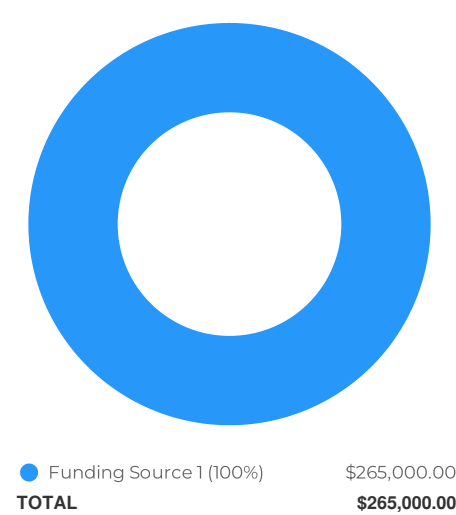
Total Budget (all years)  
**\$265K**

Project Total  
**\$265K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
Funding Source 1	\$265,000	\$265,000
Total	\$265,000	\$265,000





# Replacement of Morbark Chipper

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment

## Description

The Highway Department's Mobark wood chipper reached the end of its useful life (15 years) in 1997. This piece of equipment is vital to public safety as it aids us in the removal of fallen trees from public roadways in the aftermath of storm or winter weather events.

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

## Capital Cost

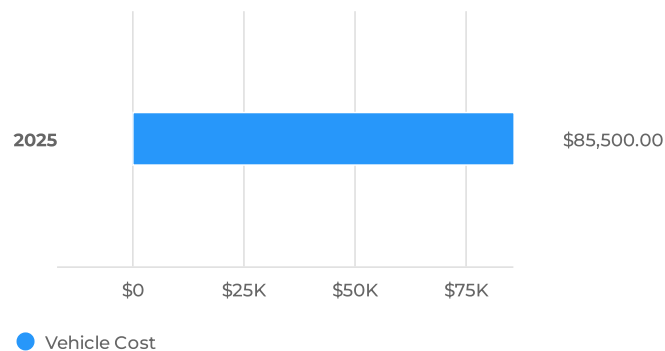
Total Budget (all years)

**\$85.5K**

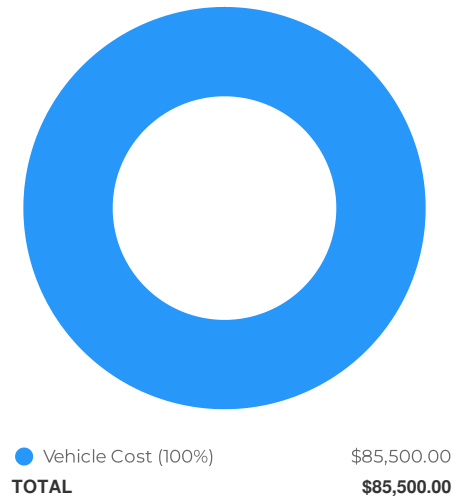
Project Total

**\$85.5K**

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2025	Total
Vehicle Cost	\$85,500	\$85,500
<b>Total</b>	<b>\$85,500</b>	<b>\$85,500</b>

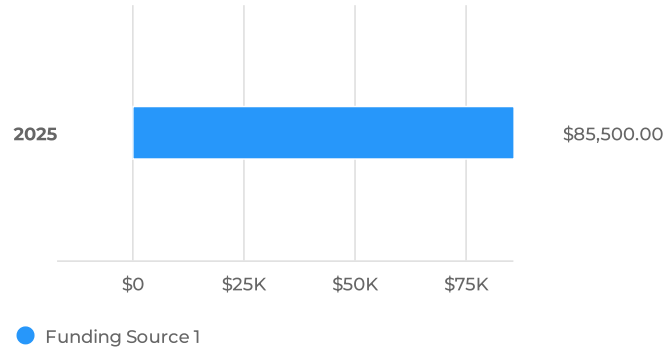


## Funding Sources

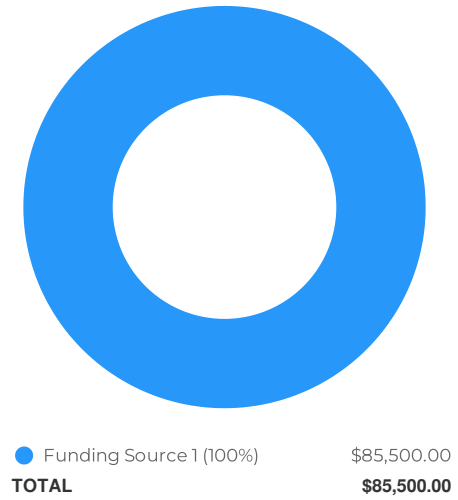
Total Budget (all years)  
**\$85.5K**

Project Total  
**\$85.5K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	Total
Funding Source 1	\$85,500	\$85,500
<b>Total</b>	<b>\$85,500</b>	<b>\$85,500</b>



# Replacement of Small 6-Wheel Dump Truck (S-5)

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment

## Description

The small dump truck, designation S-5, will be reaching the end of its useful life in 2026. These small dump trucks play a key role in snow & ice control, supporting the larger trucks they are assigned to by helping clear roadway sight-lines for drivers and plowing in areas the large trucks cannot safely enter. In addition to winter weather, the small dump trucks are the primary vehicles for pothole repairs, removal of deceased animals from roadways, cemetery duties, as well as lawn mowing & other municipal grounds maintenance.

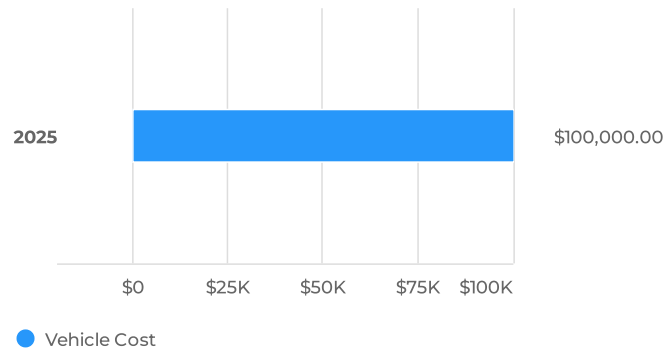
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

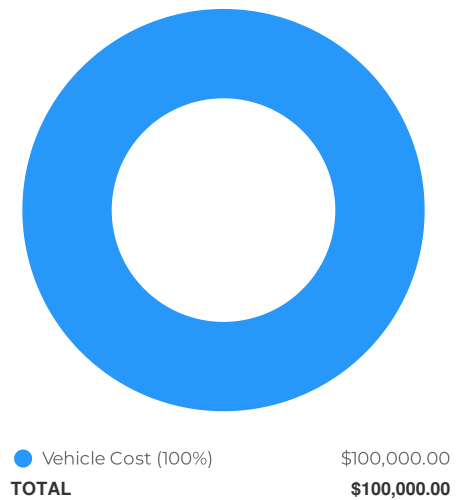
## Capital Cost

Total Budget (all years)	Project Total
<b>\$100K</b>	<b>\$100K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2025	Total
Vehicle Cost	\$100,000	\$100,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>



## Funding Sources

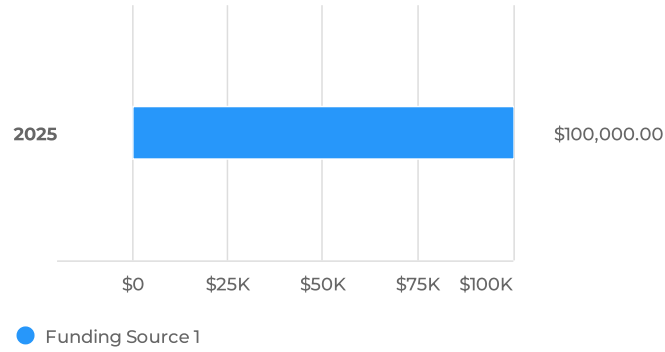
Total Budget (all years)

**\$100K**

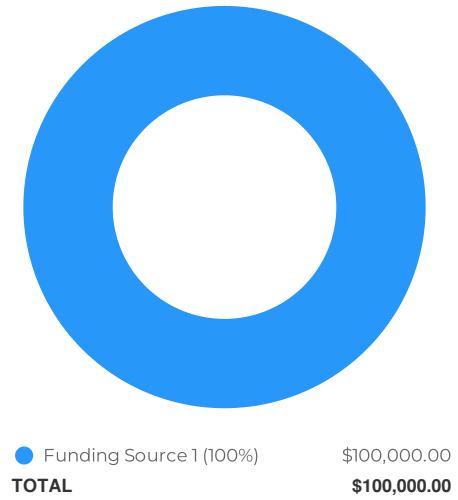
Project Total

**\$100K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	Total
Funding Source 1	\$100,000	\$100,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>



# Replacement of Small 6-Wheel Dump Truck (S-9)

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment

## Description

The small dump truck, designation S-9, will be reaching the end of its useful life in 2026. These small dump trucks play a key role in snow & ice control, supporting the larger trucks they are assigned to by helping clear roadway sight-lines for drivers and plowing in areas the large trucks cannot safely enter. In addition to winter weather, the small dump trucks are the primary vehicles for pothole repairs, removal of deceased animals from roadways, cemetery duties, as well as lawn mowing & other municipal grounds maintenance.

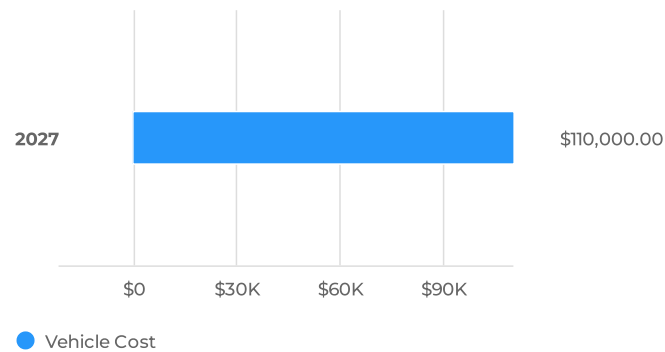
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

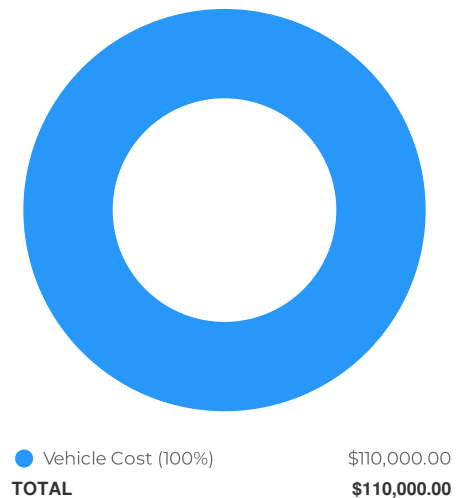
## Capital Cost

Total Budget (all years)	Project Total
<b>\$110K</b>	<b>\$110K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2027	Total
Vehicle Cost	\$110,000	\$110,000
<b>Total</b>	<b>\$110,000</b>	<b>\$110,000</b>



## Funding Sources

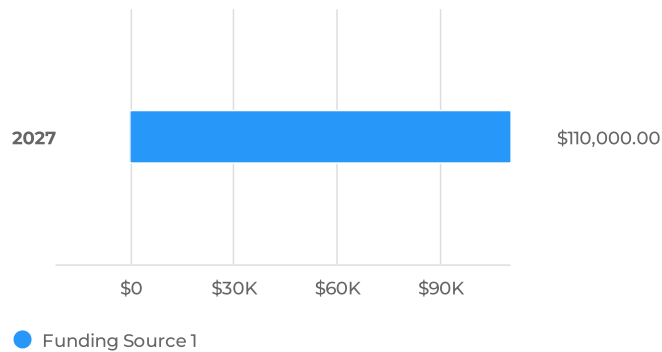
Total Budget (all years)

**\$110K**

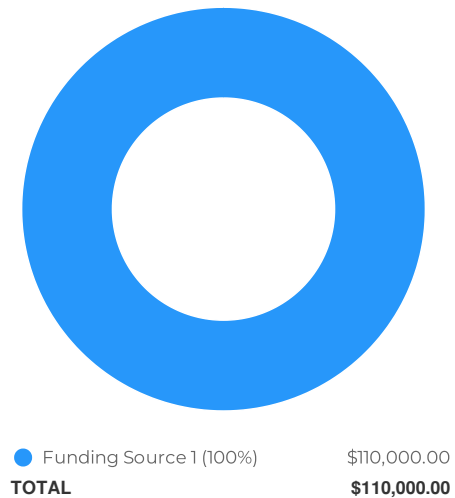
Project Total

**\$110K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2027	Total
Funding Source 1	\$110,000	\$110,000
<b>Total</b>	<b>\$110,000</b>	<b>\$110,000</b>



# Replacement of Volvo Loader (L70C)

---

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment

---

## Description

The Volvo Loader, manufactured in 1999, is past the end of its useful life. The town's loader is a key piece of equipment for snow & ice control, both as a front-line piece of equipment to push back snow piles and keep roads and sight-lines clear for drivers; but also as a piece of support equipment for mixing salt with magnesium chloride and loading sand and salting units on the back of other equipment the town owns. Failure to appropriate funds to replace this vehicle will post a serious risk to public safety during winter weather events as well as storm events that generate downed trees and other roadway debris.

---

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

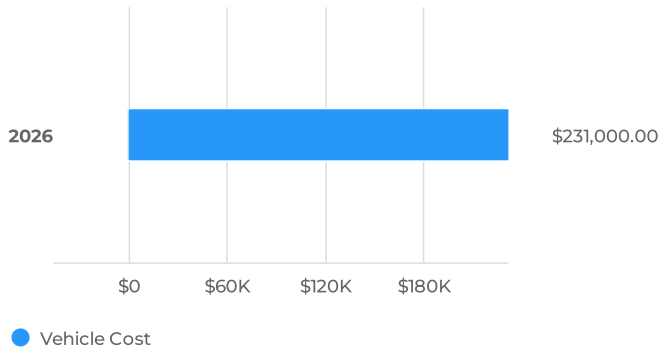


Capital Cost

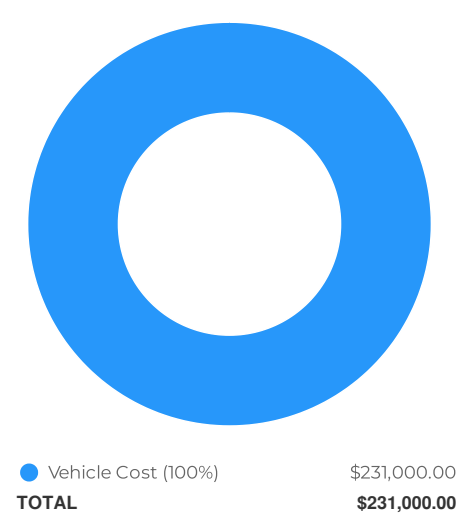
Total Budget (all years)  
**\$231K**

Project Total  
**\$231K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2026	Total
Vehicle Cost	\$231,000	\$231,000
Total	\$231,000	\$231,000





## Funding Sources

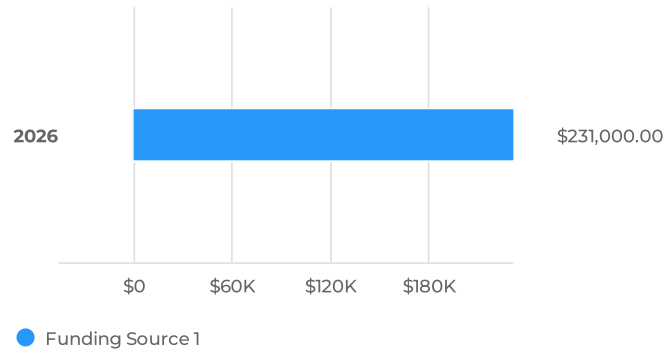
Total Budget (all years)

**\$231K**

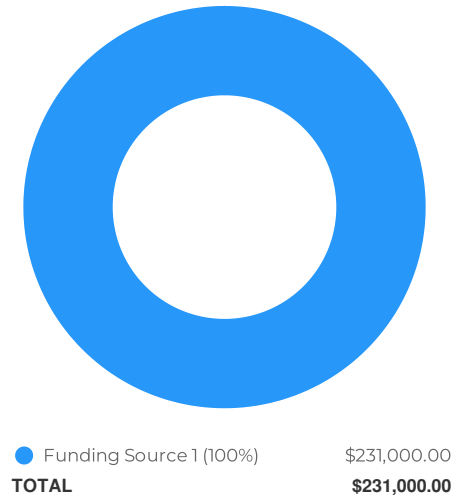
Project Total

**\$231K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2026	Total
Funding Source 1	\$231,000	\$231,000
<b>Total</b>	<b>\$231,000</b>	<b>\$231,000</b>



## Replacement of Work Truck (S-11)

---

### Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Equipment

---

### Description

The Highway Departments' work truck, designation S-11, will be reaching the end of its useful life in 2023. This truck is currently used as the Assistant Superintendent's vehicle for inspecting paving operations, cracksealing, snow & ice control work, and all other work conducted by the department. It is also a catch-all truck for smaller support operations such as checking beaver/muskrat traps, moving/towing equipment, such as radar signs, power tools, landscaping equipment, etc., to locations around town or to vendors for repairs/maintenance.

---

### Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	10 or more years

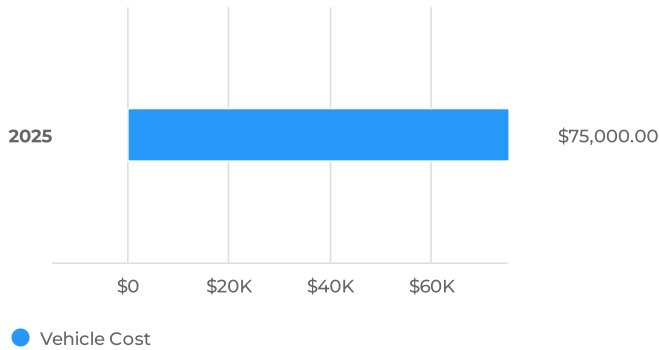


Capital Cost

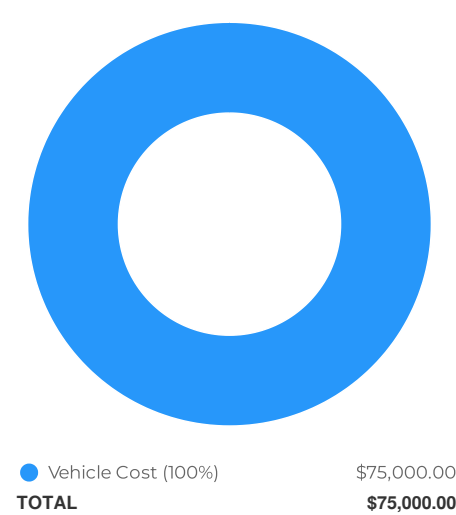
Total Budget (all years)  
**\$75K**

Project Total  
**\$75K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Vehicle Cost	\$75,000	\$75,000
Total	\$75,000	\$75,000



Funding Sources

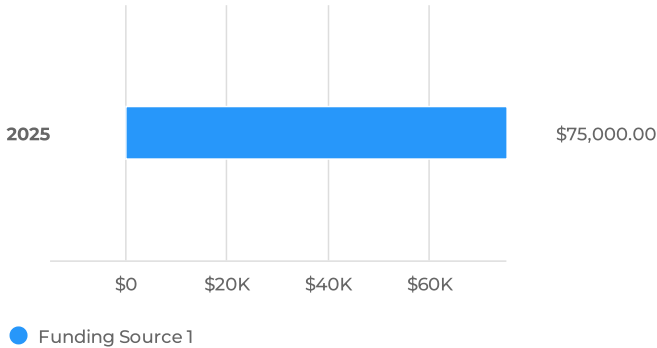
Total Budget (all years)

Project Total

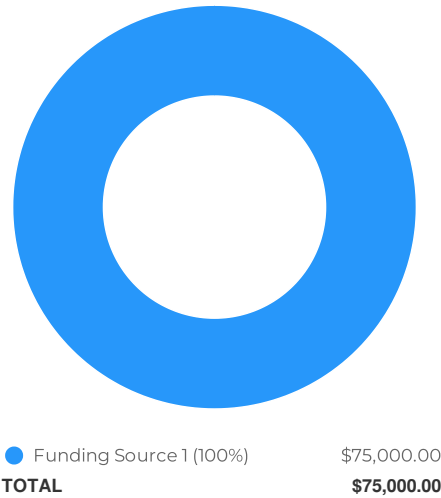
\$75K

\$75K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2025	Total
Funding Source 1	\$75,000	\$75,000
Total	\$75,000	\$75,000



# Sudbury Road Bridge repair/replacement

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Est. Start Date	07/01/2023
Est. Completion Date	12/30/2025
Department	Highway & Streets
Type	Capital Improvement
Project Number	Sudbury Road Bridge

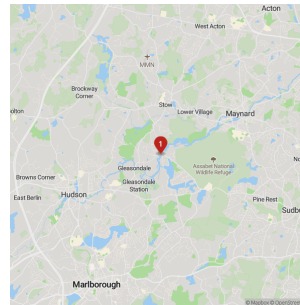
## Description

For the department to contract engineering services to evaluate the Sudbury Road Bridge to ensure its safety and determine the scope of work needed to keep the bridge in good working order after receiving inspection from the MassDOT bridge inspection team showing issues and deficiencies with multiple issues with the bridge. Once evaluation is done, we will have a better understanding of repairs/replacement and what programs we may be able to use to either fix the issues or replace the bridge. MassDOT engineers are currently looking at downgrading the weight loads of the bridge at the time of this submittal. A downgrade of the bridge's load rating could affect fire and DPW trucks using the bridge and have to go the long way around to provide services to that side of town.

## Details

Type of Project      Other

## Location



## Supplemental Attachments

 [Bridge Inspection Report\(/resource/cleargov-prod/projects/documents/a72fd55084410ad5ee1b.pdf\)](/resource/cleargov-prod/projects/documents/a72fd55084410ad5ee1b.pdf)

 [Sudbury Rd Proposal\(/resource/cleargov-prod/projects/documents/a793db9910b4f5261cdf.pdf\)](/resource/cleargov-prod/projects/documents/a793db9910b4f5261cdf.pdf)

## Benefit to Community

Improves road & bridge safety to today's standards. No reduction in response time for fire or DPW to provide services to this side of town.



## Capital Cost

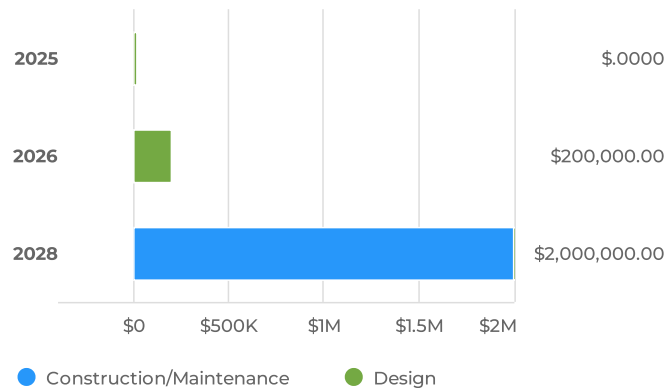
Total Budget (all years)

**\$2.2M**

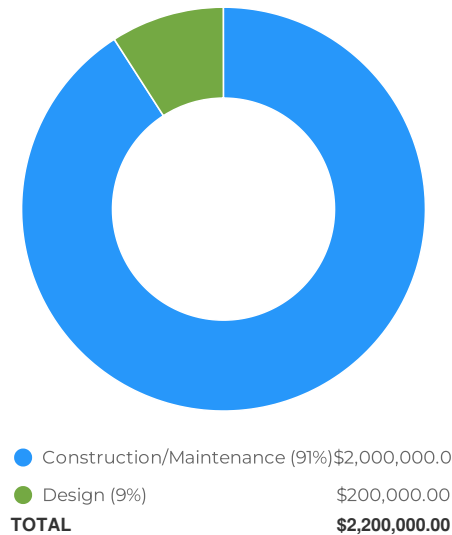
Project Total

**\$2.2M**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2028	Total
Design	\$0	\$200,000		\$200,000
Construction/Maintenance			\$2,000,000	\$2,000,000
<b>Total</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$2,000,000</b>	<b>\$2,200,000</b>



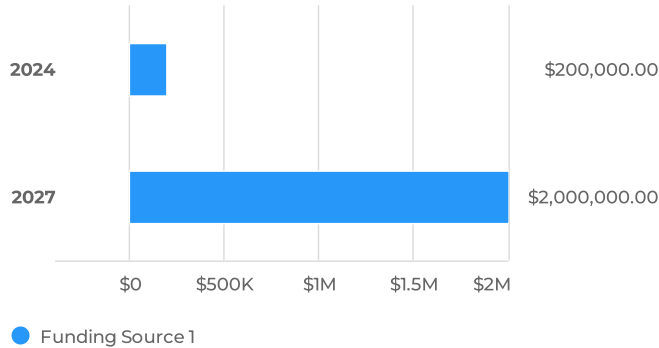
Funding Sources

FY2024 Budget  
**\$200,000**

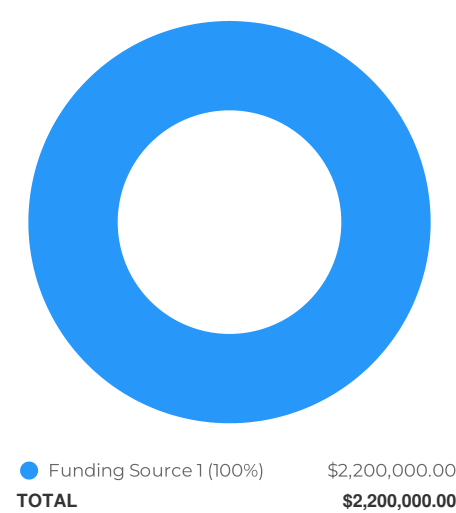
Total Budget (all years)  
**\$2.2M**

Project Total  
**\$2.2M**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown			
Funding Sources	FY2024	FY2027	Total
Funding Source 1	\$200,000	\$2,000,000	\$2,200,000
Total	\$200,000	\$2,000,000	\$2,200,000



# Treaty Elm Lane - Resurfacing/Curbing

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## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Treaty Elm

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## Description

As part of our Development/Low-Volume roads program, we seek to appropriate funds to repair Treaty Elm Ln's roadway surface and sidewalk curbing. In an effort to utilize the limited funds from MassDOT Chapter 90 grants on busier roads throughout town; we are asking the town to appropriate the funds for these smaller roads via a town meeting.

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## Details

Type of Project	Resurface Current Road
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## Benefit to Community

Improve road and sidewalk safety



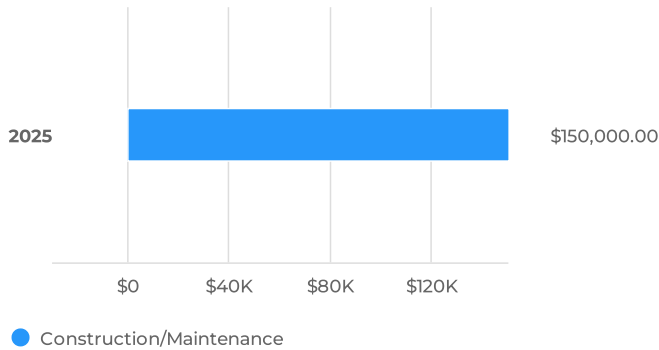


Capital Cost

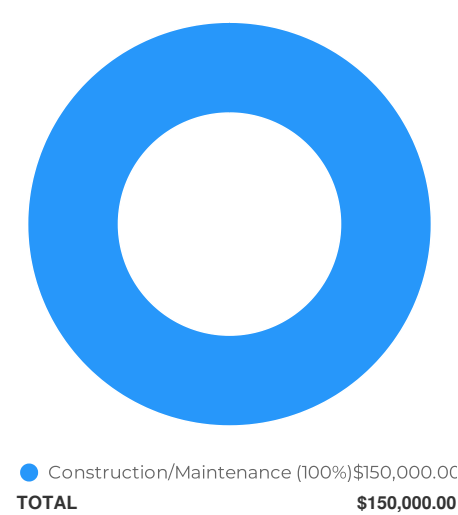
Total Budget (all years)  
**\$150K**

Project Total  
**\$150K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Construction/Maintenance	\$150,000	\$150,000
Total	\$150,000	\$150,000



## Funding Sources

FY2024 Budget

**\$125,000**

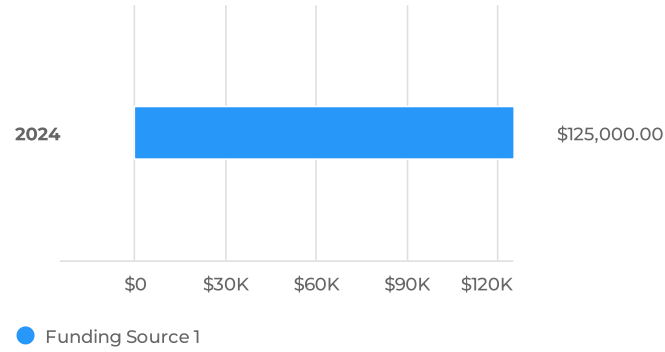
Total Budget (all years)

**\$125K**

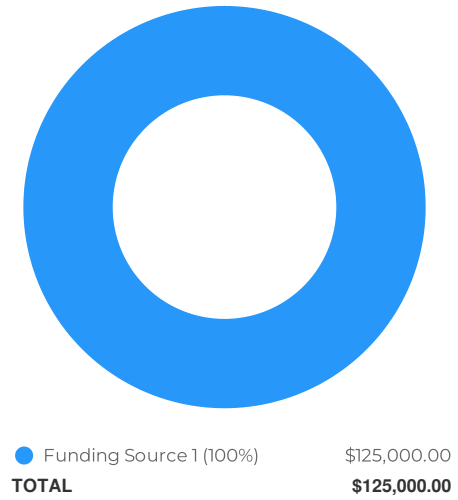
Project Total

**\$125K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
Funding Source 1	\$125,000	\$125,000
<b>Total</b>	<b>\$125,000</b>	<b>\$125,000</b>



# Wheeler Road Bridge Repair/Replacement

## Overview

Request Owner	Steve Nadeau, Highway Superintendent
Department	Highway & Streets
Type	Capital Improvement
Project Number	Wheeler Rd

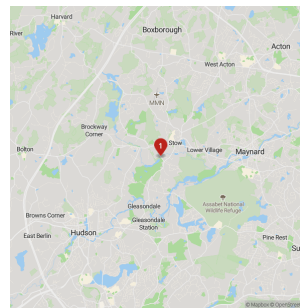
## Description

MassDOT Bridge Inspection Team (District 3) has reported deficiencies found during routine bridge inspections. Repairs must be made, and the scope of those repairs, as indicated by the inspections, are beyond the capabilities of the Highway Department and must be contracted out. See supplemental report for details.




## Details

Type of Project      Other

## Location



## Supplemental Attachments

-  Bridge Inspection Report(/resource/cleargov-prod/projects/documents/2ea47cdf482272c2aa8d.pdf)
-  Wheeler Rd Proposal(/resource/cleargov-prod/projects/documents/ffe527fa9e9ecb2d823d.pdf)
-  Wheeler Rd - Revised 2023(/resource/cleargov-prod/projects/documents/d68c155b4177b3b1c787.pdf)

## Benefit to Community

Improves bridge and roadway safety for the community, as well as bringing us into compliance with state and federal bridge standards.



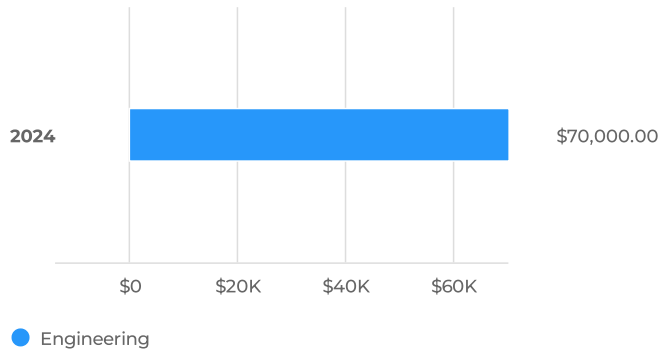
Capital Cost

FY2024 Budget  
\$70,000

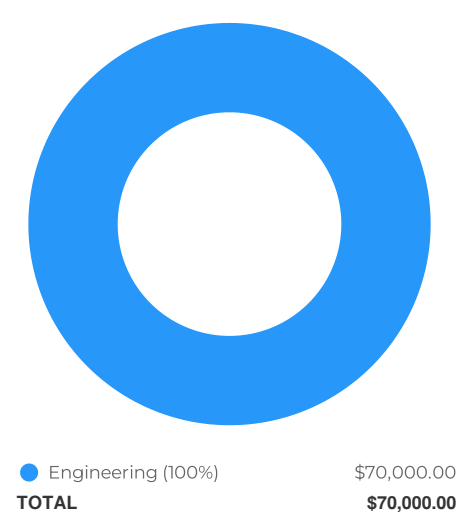
Total Budget (all years)  
\$70K

Project Total  
\$70K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	Total
Engineering	\$70,000	\$70,000
Total	\$70,000	\$70,000



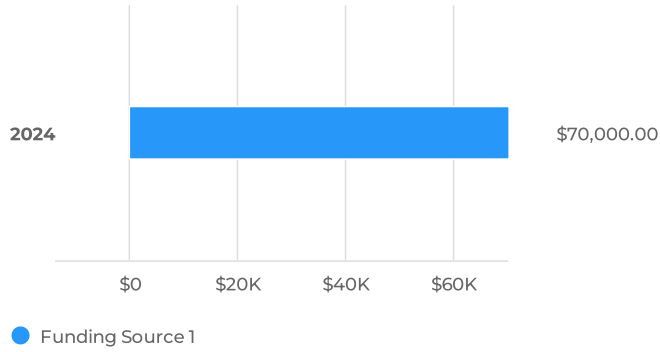
## Funding Sources

FY2024 Budget  
**\$70,000**

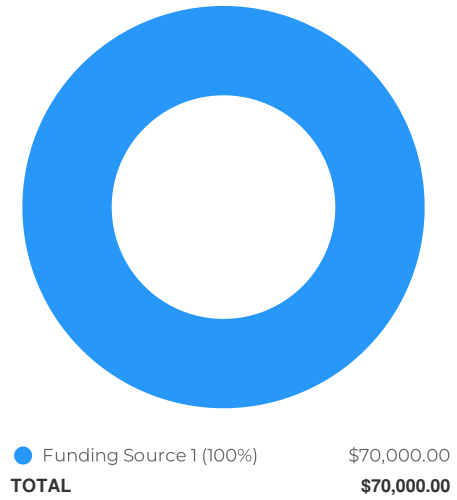
Total Budget (all years)  
**\$70K**

Project Total  
**\$70K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
Funding Source 1	\$70,000	\$70,000
<b>Total</b>	<b>\$70,000</b>	<b>\$70,000</b>



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## **ITAC REQUESTS**

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# Server upgrade and IT Services

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## Overview

Request Owner	Ron Eld, IT Director
Department	ITAC
Type	Capital Equipment

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## Description

The server that the Town of Stow relies upon to deliver the network Active Directory and file services has been in constant service for around nine years. It will officially reach End Of Life status in October 2023. The reliability of the server, the network and network services have become strained and fragile. To provide the Town of Stow, MA and the various departments within the Town Building with equipment and computer services necessary to run our municipal government, we have the proposed plan;


- Install a new HPE ML350 Gen 10 VMware ESXi host server incorporating a guest VM running a Windows Server 2022 operating system as a Domain Controller.
  - Modify the existing Domain and Forest as needed to accept the new domain Controller.
  - Migrate Active Directory from FRS to DFSR.
  - Incorporate the server into the existing Stowma.local domain as a Domain Controller housing the FSMO roles utilizing best practices.
- 

## Details

New Purchase or Replacement	Replacement
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## Supplemental Attachments

 **Town of Stow Windows Server 2022 and ESXi Install SOW v3** (</resource/cleargov-prod/projects/documents/96e80104a9ac480ac746.pdf>)

Scope of work

 **SFQ Server replacement**(</resource/cleargov-prod/projects/documents/09d34713adb61e2330a9.doc>)

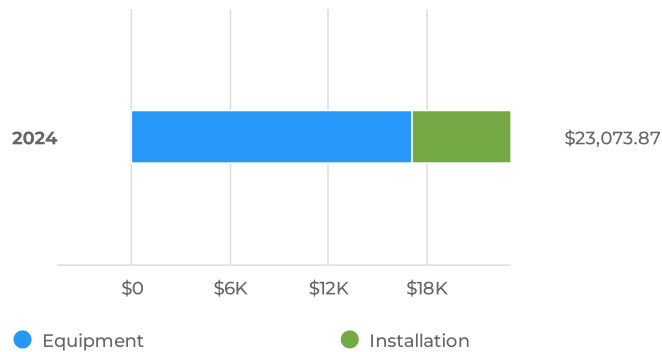
Solicitation for quote



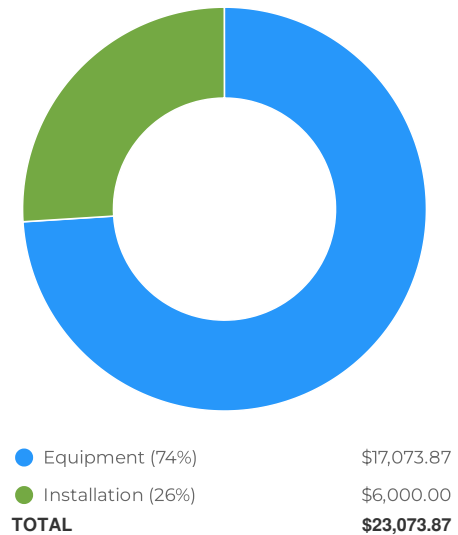
## Capital Cost

Total To Date	FY2024 Budget	Total Budget (all years)	Project Total
<b>\$23,074</b>	<b>\$23,074</b>	<b>\$23.074K</b>	<b>\$46.148K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	To Date	FY2024	Total
Equipment	\$17,074	\$17,074	\$34,148
Installation	\$6,000	\$6,000	\$12,000
<b>Total</b>	<b>\$23,074</b>	<b>\$23,074</b>	<b>\$46,148</b>

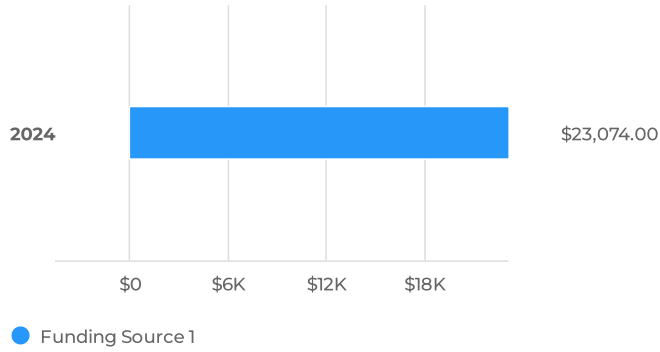




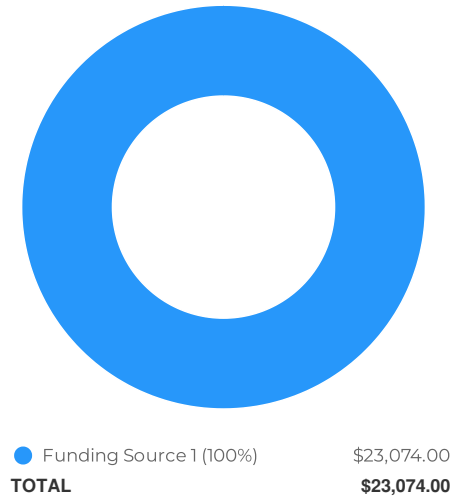
## Funding Sources

Total To Date	FY2024 Budget	Total Budget (all years)	Project Total
<b>\$23,074</b>	<b>\$23,074</b>	<b>\$23.074K</b>	<b>\$46.148K</b>

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	To Date	FY2024	Total
Funding Source 1	\$23,074	\$23,074	\$46,148
<b>Total</b>	<b>\$23,074</b>	<b>\$23,074</b>	<b>\$46,148</b>



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# **NASHOBA REGIONAL SCHOOL REQUESTS**

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# Center and Hale PFAS Filtration Upgrade

## Overview

Request Owner	Ross Mulkerin, Business and Operations Manager
Est. Start Date	07/01/2023
Est. Completion Date	06/30/2024
Department	Nashoba Regional School
Type	Capital Improvement

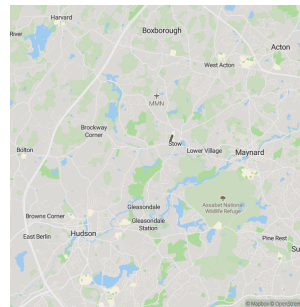
## Description

Upgrade the current PFAS filtration systems at Center School and Hale Middle School. The current system is in need of the replacement of two of the filters after 1-2 years of use. Upgrading would allow longer use of filters and more effective filtration.

## Details

Type of Project	Improvement
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## Location



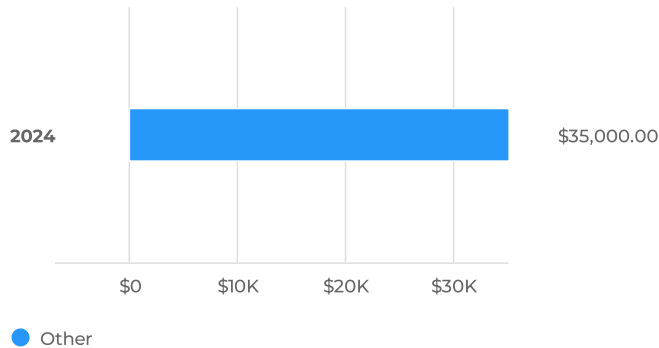
Capital Cost

FY2024 Budget  
**\$35,000**

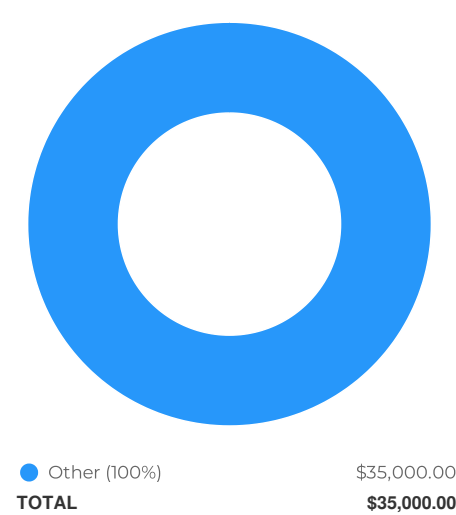
Total Budget (all years)  
**\$35K**

Project Total  
**\$35K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	Total
Other	\$35,000	\$35,000
Total	\$35,000	\$35,000



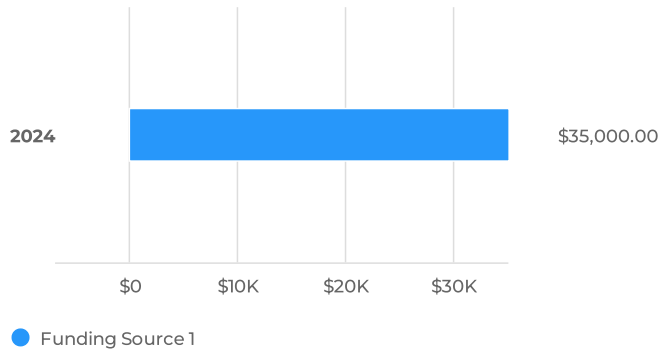
Funding Sources

FY2024 Budget  
**\$35,000**

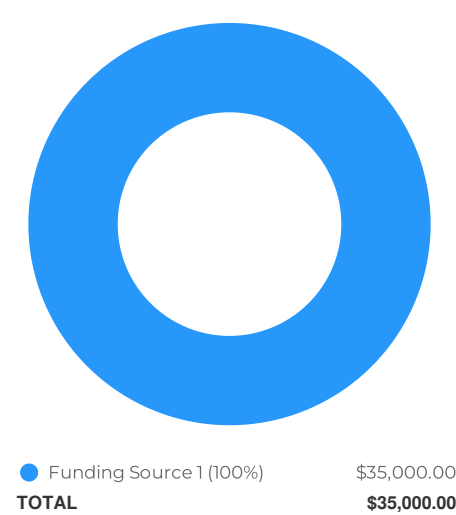
Total Budget (all years)  
**\$35K**

Project Total  
**\$35K**

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
Funding Source 1	\$35,000	\$35,000
Total	\$35,000	\$35,000



# Center School Gym and Cafeteria Floor Resurfacing and Repainting

## Overview

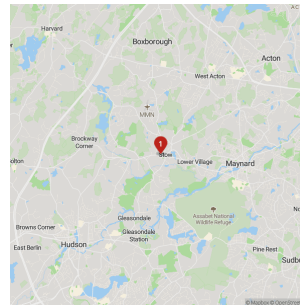
Request Owner	Ross Mulkerin, Business and Operations Manager
Est. Start Date	07/01/2023
Est. Completion Date	06/29/2025
Department	Nashoba Regional School
Type	Capital Improvement

## Description

The Center School has not had a full resurfacing and repainting since the opening of the school. The floor continues from the gymnasium into the cafeteria. The current surface will not hold new surfacing material layers as well as it should. The cafeteria gets used during the lunch periods each day and during community events on weekends and in the evening. The gymnasium is used for physical education classes during the day and is used after school for recreation department activities and other local sports.

## Location

Address: 403 Great Road

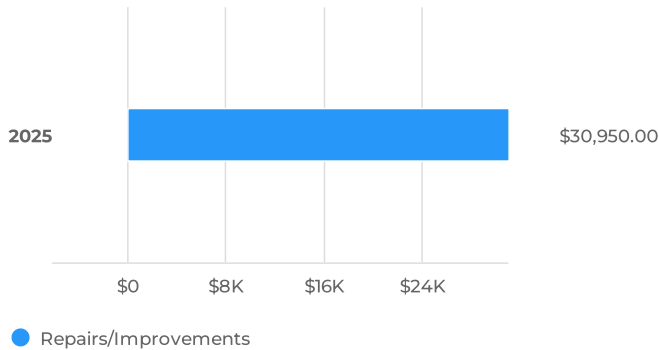


Capital Cost

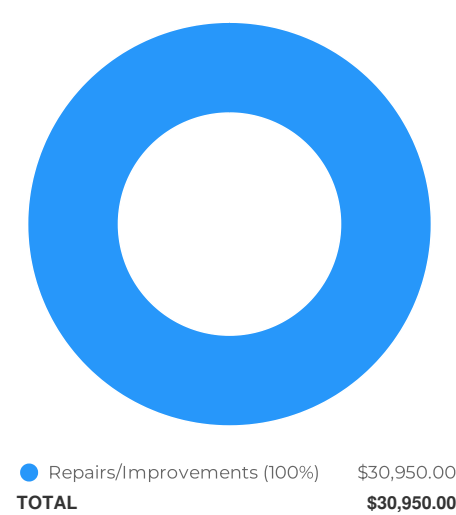
Total Budget (all years)  
**\$30.95K**

Project Total  
**\$30.95K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Repairs/Improvements	\$30,950	\$30,950
Total	\$30,950	\$30,950



## Funding Sources

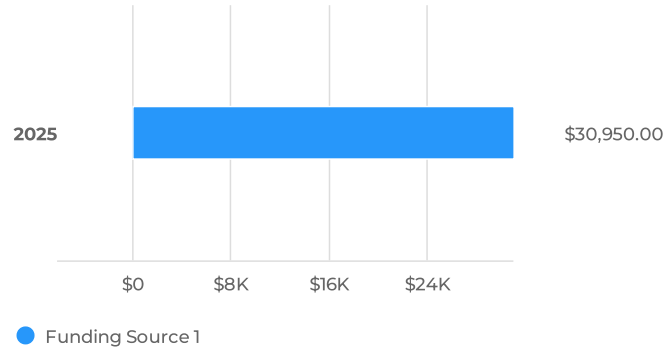
Total Budget (all years)

**\$30.95K**

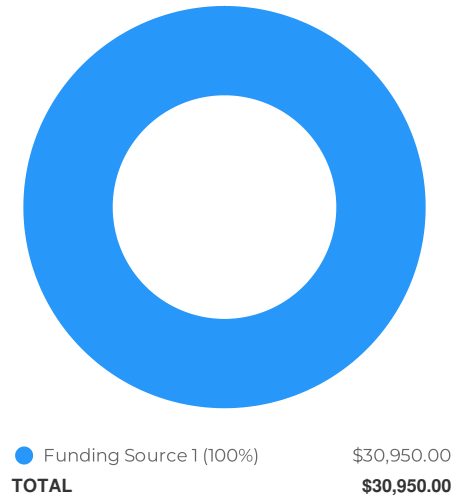
Project Total

**\$30.95K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	Total
Funding Source 1	\$30,950	\$30,950
<b>Total</b>	<b>\$30,950</b>	<b>\$30,950</b>





# Hale Middle School Door and Hardware Replacement

## Overview

Request Owner	Ross Mulkerin, Business and Operations Manager
Est. Start Date	07/01/2023
Est. Completion Date	06/30/2024
Department	Nashoba Regional School
Type	Capital Improvement
Project Number	1

## Description

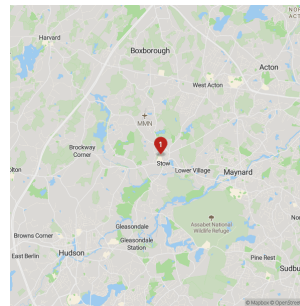
Replace aging wood doors at Hale Middle School that are delaminating and splitting. Current conditions are impacting the function of door hardware. Doors will not close sufficiently and pose safety risks and impact the ability to follow safety protocols. New doors and hardware would mitigate current issues and upgrade safety procedures for students, staff, and visitors.

## Details

Type of Project	Replacement
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## Location

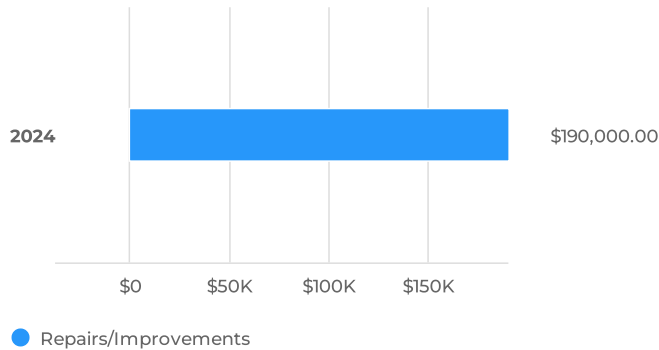
Address: 55 Hartley Road



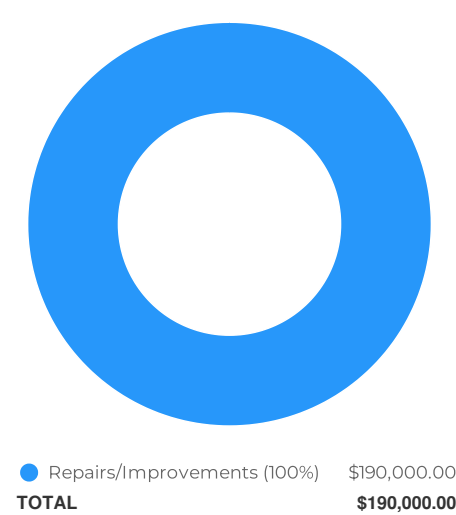
Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
\$190,000	\$190K	\$190K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2024	Total
Repairs/Improvements	\$190,000	\$190,000
Total	\$190,000	\$190,000



## Funding Sources

FY2024 Budget

**\$190,000**

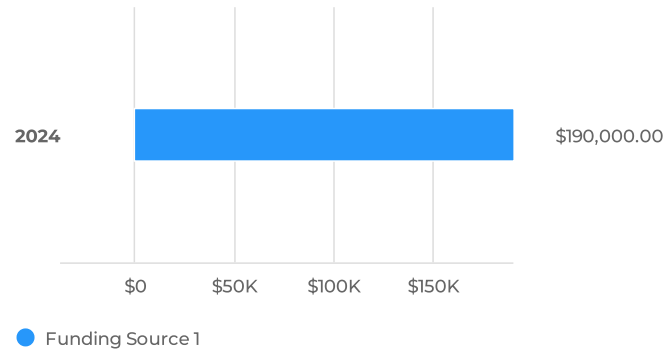
Total Budget (all years)

**\$190K**

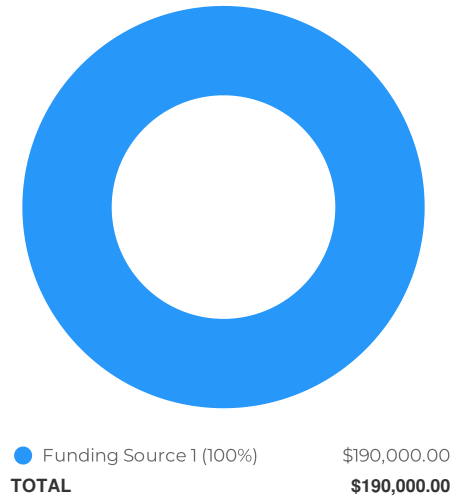
Project Total

**\$190K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
Funding Source 1	\$190,000	\$190,000
<b>Total</b>	<b>\$190,000</b>	<b>\$190,000</b>



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# PLANNING REQUESTS

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# Complete Streets Design and Engineering FY26

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## Overview

Request Owner	Valerie Oorthuys, Town Planner
Est. Start Date	07/01/2025
Est. Completion Date	06/30/2026
Department	Planning
Type	Capital Improvement

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## Description

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

## Benefit to Community

The Complete Streets Committee oversees the implementation of the Town's Complete Streets Prioritization Plan, which outlines the most important pedestrian, bike and traffic safety upgrades throughout Stow. The Plan allows the Town to be eligible for up to \$500,000 in state MassDOT construction funding per year for assistance in implementing projects on the approved plan.



## Capital Cost

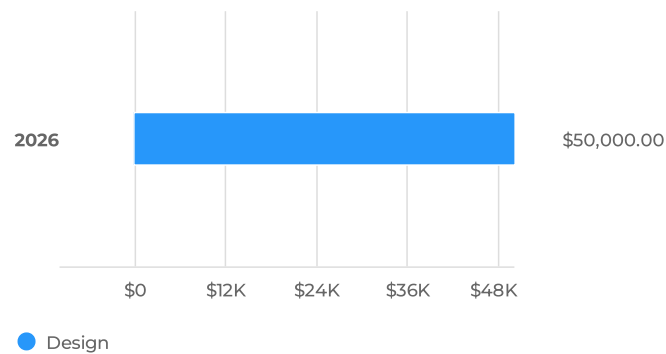
Total Budget (all years)

**\$50K**

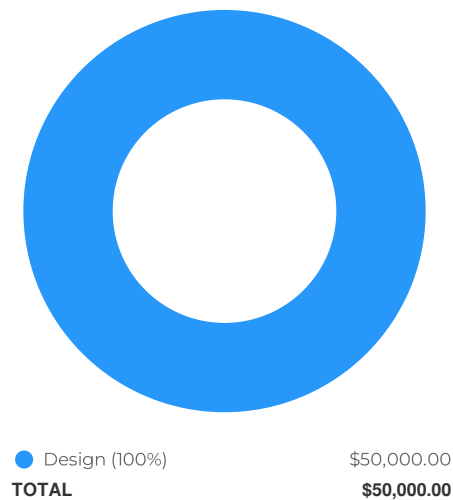
Project Total

**\$50K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	FY2026	Total
Design	\$50,000	\$50,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>

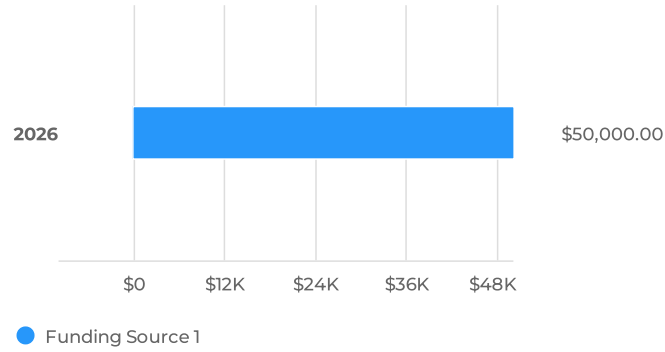


## Funding Sources

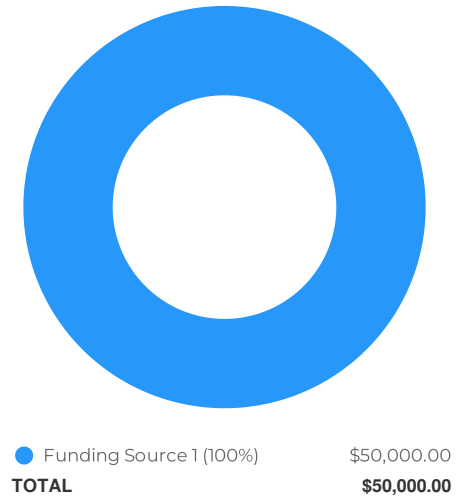
Total Budget (all years)  
**\$50K**

Project Total  
**\$50K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2026	Total
Funding Source 1	\$50,000	\$50,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>



# Complete Streets Design and Engineering FY27

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## Overview

Request Owner	Valerie Oorthuys, Town Planner
Department	Planning
Type	Capital Improvement

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## Description

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

## Benefit to Community

The Complete Streets Committee oversees the implementation of the Town's Complete Streets Prioritization Plan, which outlines the most important pedestrian, bike and traffic safety upgrades throughout Stow. The Plan allows the Town to be eligible for up to \$500,000 in state MassDOT construction funding per year for assistance in implementing projects on the approved plan.



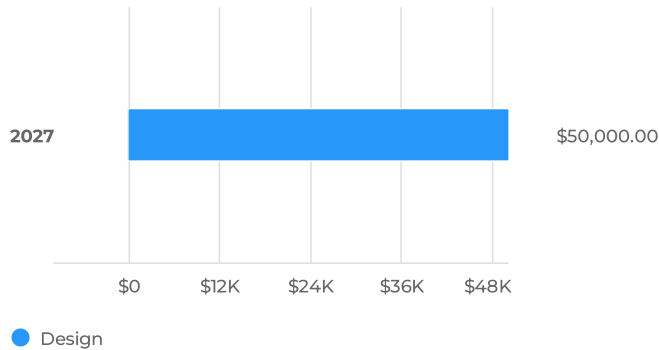


Capital Cost

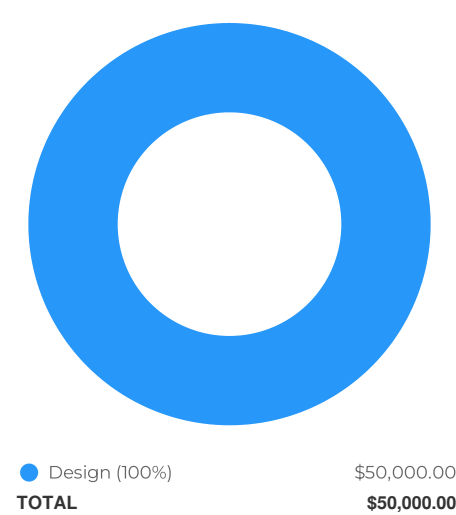
Total Budget (all years)  
**\$50K**

Project Total  
**\$50K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2027	Total
Design	\$50,000	\$50,000
Total	\$50,000	\$50,000

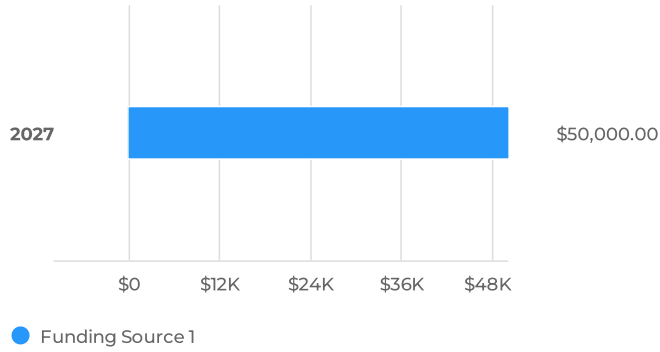


## Funding Sources

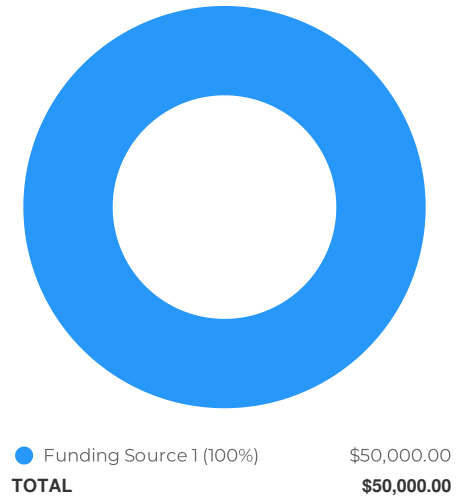
Total Budget (all years)  
**\$50K**

Project Total  
**\$50K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2027	Total
Funding Source 1	\$50,000	\$50,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>



# Complete Streets Design and Engineering FY28

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## Overview

Request Owner	Valerie Oorthuys, Town Planner
Est. Start Date	07/01/2027
Est. Completion Date	06/30/2028
Department	Planning
Type	Capital Improvement

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## Description

Recurring request for Complete Streets Design and Engineering funds to ensure that projects are being advanced to the construction stage, at which point they are eligible for state construction funding through MassDOT's Complete Streets Program.

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## Details

Type of Project	Other improvement
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## Benefit to Community

The Complete Streets Committee oversees the implementation of the Town's Complete Streets Prioritization Plan, which outlines the most important pedestrian, bike and traffic safety upgrades throughout Stow. The Plan allows the Town to be eligible for up to \$500,000 in state MassDOT construction funding per year for assistance in implementing projects on the approved plan.

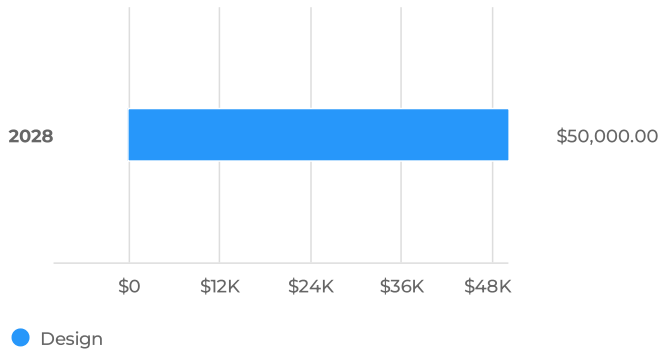


Capital Cost

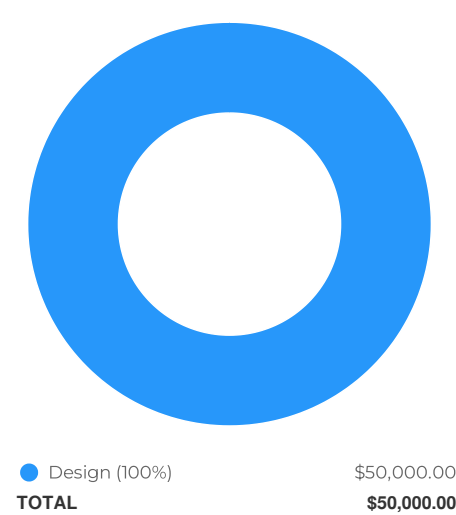
Total Budget (all years)  
**\$50K**

Project Total  
**\$50K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2028	Total
Design	\$50,000	\$50,000
Total	\$50,000	\$50,000

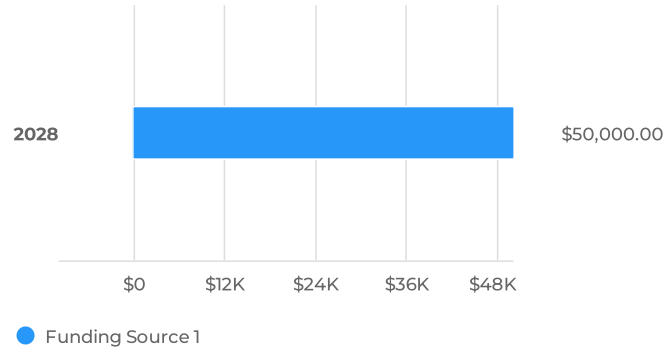


## Funding Sources

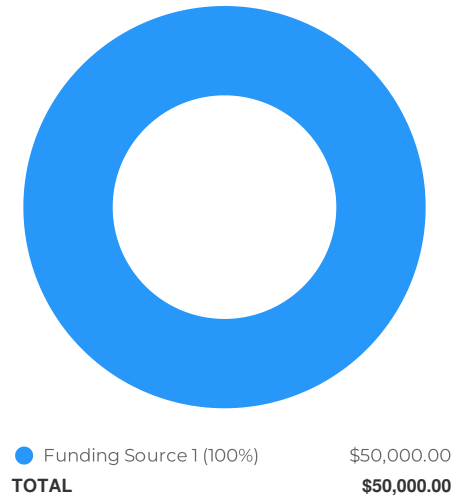
Total Budget (all years)  
**\$50K**

Project Total  
**\$50K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2028	Total
Funding Source 1	\$50,000	\$50,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>



# Gleasondale Streetscape Planning

## Overview

Request Owner	Valerie Oorthuys, Town Planner
Est. Start Date	07/01/2024
Est. Completion Date	06/30/2025
Department	Planning
Type	Capital Improvement

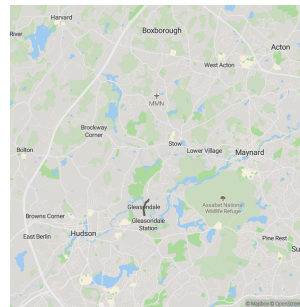
## Description

Request for design, engineering and peer review of streetscape and traffic calming enhancements in line with MassDOT bridge Replacement updates and Gleasondale Village Revitalization Planning.

## Details

Type of Project	Other
-----------------	-------

## Location



## Supplemental Attachments

 [Gleasondale Phase III Final Report\(/resource/cleargov-prod/projects/documents/7851cce217d8d89170b1.pdf\)](/resource/cleargov-prod/projects/documents/7851cce217d8d89170b1.pdf)

UMASS Center for Economic Development / Stow Planning Department Final Report on Potential Gleasondale Village Improvements

## Benefit to Community

The continued operation of the Gleasondale mill, the historic agricultural landscape of Rock Bottom Farm and the mostly intact mill housing neighborhood make Gleasondale Village the most unique of Stow's historic village centers. A three phase report by the UMASS Center for Economic Development, commissioned by the Stow Planning Department, revealed a number of improvements that could lead to further revitalization and preservation of Gleasondale Village, including streetscape enhancements to improve pedestrian and bike infrastructure in the village. With the anticipated completion of the Gleasondale Bridge reconstruction, the Village will have new infrastructure to build off of, and an opportunity to provide residents with improved safety and mobility in the village.

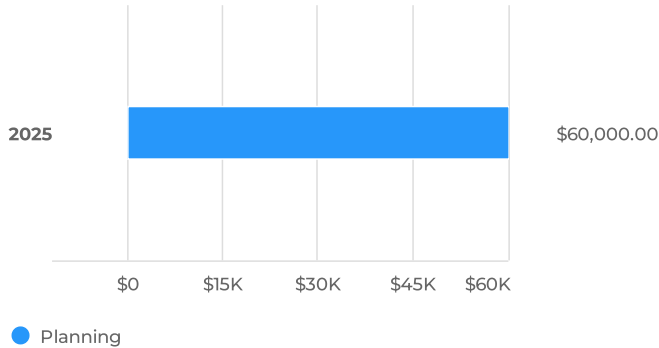


Capital Cost

Total Budget (all years)  
**\$60K**

Project Total  
**\$60K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Planning	\$60,000	\$60,000
Total	\$60,000	\$60,000

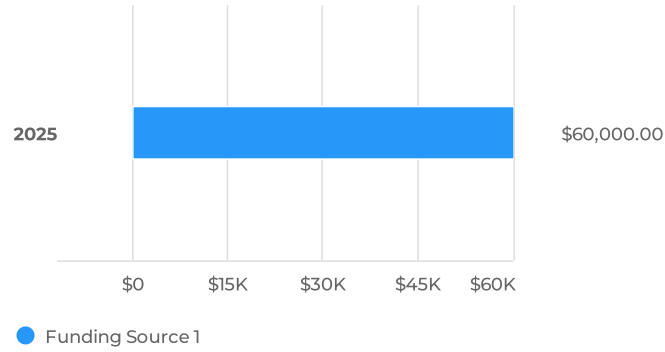


## Funding Sources

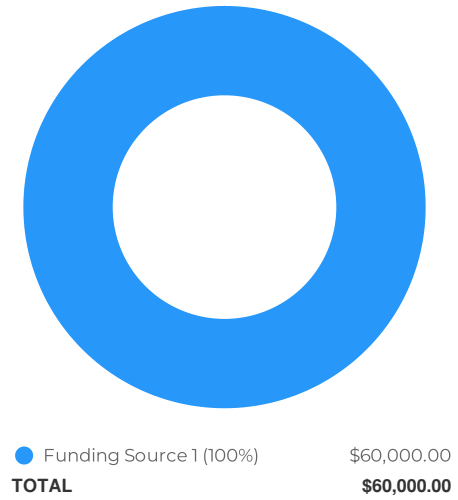
Total Budget (all years)  
**\$60K**

Project Total  
**\$60K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	Total
Funding Source 1	\$60,000	\$60,000
<b>Total</b>	<b>\$60,000</b>	<b>\$60,000</b>





# Town Center Traffic and Pedestrian Safety Improvements

## Overview

Request Owner	Valerie Oorthuys, Town Planner
Est. Start Date	07/01/2023
Est. Completion Date	06/01/2024
Department	Planning
Type	Capital Improvement

## Description

This request allows the Town to gain 25% Design and Engineering Plans for the Town Center Improvements for the purpose of unlocking large amounts of construction funding from the state Transportation Improvement Program.

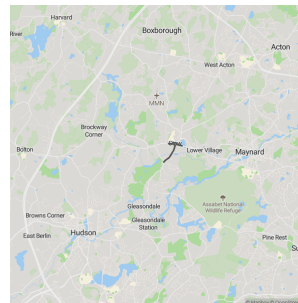
At the May 2021 Annual Town Meeting Stow voters appropriated \$60,000 for preliminary conceptual design and engineering for comprehensive improvements to the Town Center road network, including the intersection of Great Road and Route 62, as well Library Hill Road, Crescent Street and Common Road. Stow Town Center is the highest priority village center for traffic safety improvements, home to the Town's busiest intersection, as well as the Randall Library, Hale and Center School's, Town Building, First Parish Church, Town Center Park and well over 100 units of housing within a five minute walk of the center. Over the fall of 2021, the Town was awarded grant funding from the Metropolitan Planning Organization to further study the Route 117/62 Intersection, provide updated traffic counts and deliver recommendations for improvements.

The Planning Department, in coordination with the Complete Streets Committee and Traffic Safety Advisory Committee, anticipates utilizing the MPO study, as well as the conceptual planning studies, to build support for comprehensive construction funding through the MassDOT Transportation Improvement Program. Prior to consideration for the program, however, the Town must advance the traffic plans to the 25% Design Phase to ensure feasibility of the project.

## Details

Type of Project      Other

## Location



## Benefit to Community

This request allows the Town to gain 25% Design and Engineering Plans for the Town Center Improvements for the purpose of unlocking large amounts of construction funding from the state Transportation Improvement Program.

At the May 2021 Annual Town Meeting Stow voters appropriated \$60,000 for preliminary conceptual design and engineering for comprehensive improvements to the Town Center road network, including the intersection of Great Road and Route 62, as well Library Hill Road, Crescent Street and Common Road. Stow Town Center is the highest priority village center for traffic safety improvements, home to the Town's busiest intersection, as well as the Randall Library, Hale and Center School's, Town Building, First Parish Church, Town Center Park and well over 100 units of housing within a five minute walk of the center. Over the fall of 2021, the Town was awarded grant funding from the Metropolitan Planning Organization to further study the Route 117/62 Intersection, provide updated traffic counts and deliver recommendations for improvements.

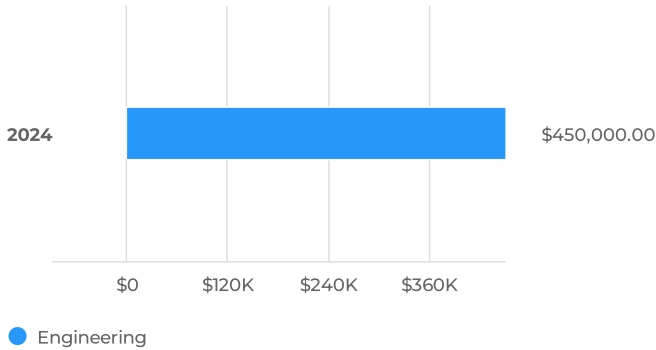


The Planning Department, in coordination with the Complete Streets Committee and Traffic Safety Advisory Committee, anticipates utilizing the MPO study, as well as the conceptual planning studies, to build support for comprehensive construction funding through the MassDOT Transportation Improvement Program. Prior to consideration for the program, however, the Town must advance the traffic plans to the 25% Design Phase to ensure feasibility of the project.

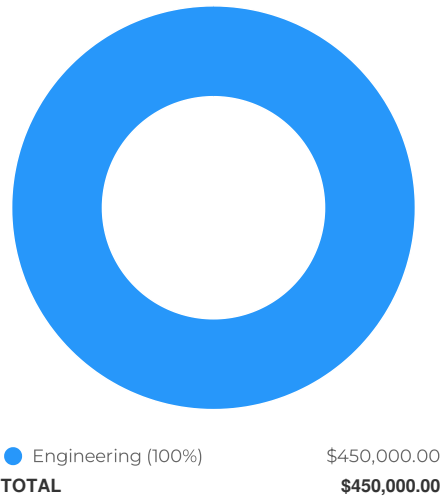
Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
\$450,000	\$450K	\$450K

Capital Cost by Year



Capital Cost for Budgeted Years



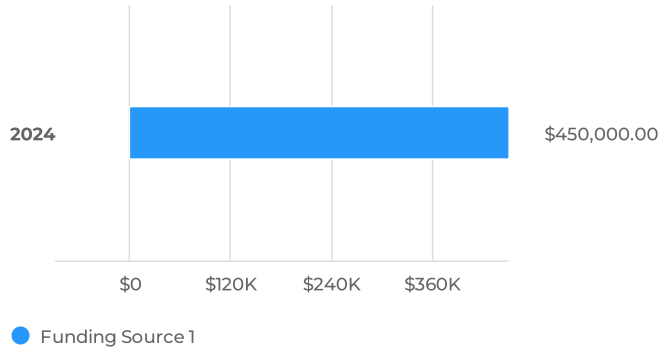
Capital Cost Breakdown		
Capital Cost	FY2024	Total
Engineering	\$450,000	\$450,000
Total	\$450,000	\$450,000



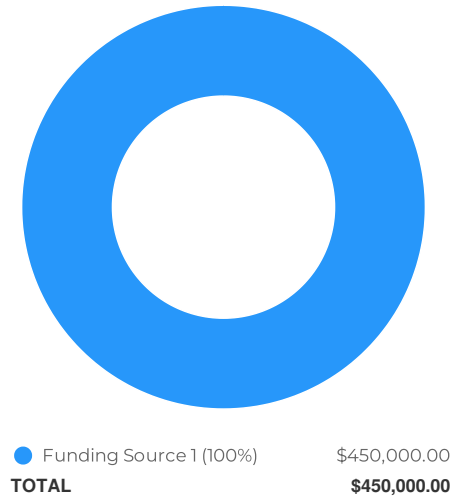
## Funding Sources

FY2024 Budget	Total Budget (all years)	Project Total
<b>\$450,000</b>	<b>\$450K</b>	<b>\$450K</b>

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2024	Total
Funding Source 1	\$450,000	\$450,000
<b>Total</b>	<b>\$450,000</b>	<b>\$450,000</b>



## Operational Costs

FY2024 Budget

**\$450,000**

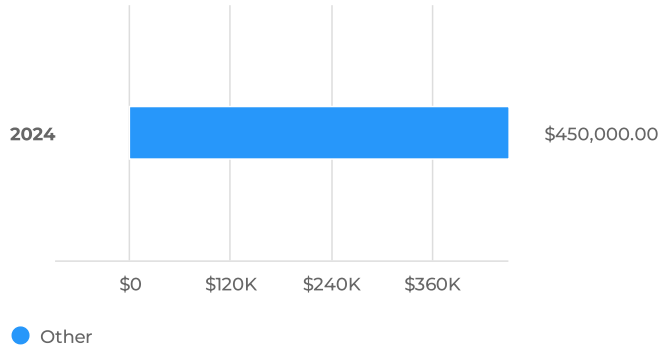
Total Budget (all years)

**\$450K**

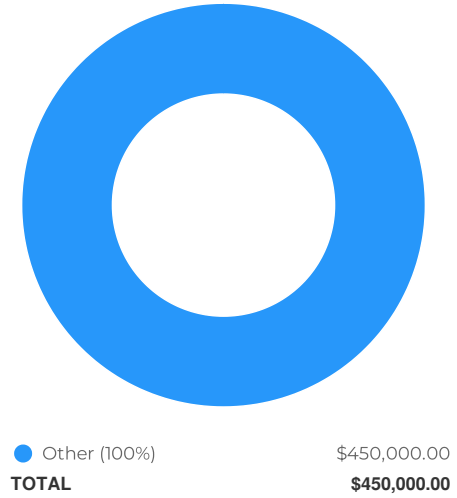
Project Total

**\$450K**

Operational Costs by Year



Operational Costs for Budgeted Years



### Operational Costs Breakdown

Operational Costs	FY2024	Total
Other	\$450,000	\$450,000
<b>Total</b>	<b>\$450,000</b>	<b>\$450,000</b>



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# **POLICE REQUESTS**

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# 2023 Ford F-150 Police Responder

## Overview

Request Owner	Mike Sallesse, Police Chief
Department	Police
Type	Capital Equipment

## Description

See attached letter.

## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	6

## Supplemental Attachments

-  Capital Planning Letter(/resource/cleargov-prod/projects/documents/86f0f3c5c332c15b5ee3.pdf)
-  McGovern Hybird SUV Quote(/resource/cleargov-prod/projects/documents/145710e71b131ee4f718.pdf)
-  McGovern Truck Quote(/resource/cleargov-prod/projects/documents/12fed469b4ef7c663b0a.pdf)
-  MHQ Electric Mach-E Quote(/resource/cleargov-prod/projects/documents/77ea744a20beb657d9d0.pdf)
-  MHQ Hybrid SUV Quote(/resource/cleargov-prod/projects/documents/7160894fa7db28cd68d3.pdf)
-  MHQ Truck Quote(/resource/cleargov-prod/projects/documents/976d701847cb0fee3313.pdf)
-  Car 5 Maintenance Total(/resource/cleargov-prod/projects/documents/9e2dd48c05a47c5af181.pdf)
-  Car 5 Year to Date Maintenance(/resource/cleargov-prod/projects/documents/2e8b7d1415e654f30f07.pdf)
-  Electric Lightning(/resource/cleargov-prod/projects/documents/d9de731ea7176374598c.xls)



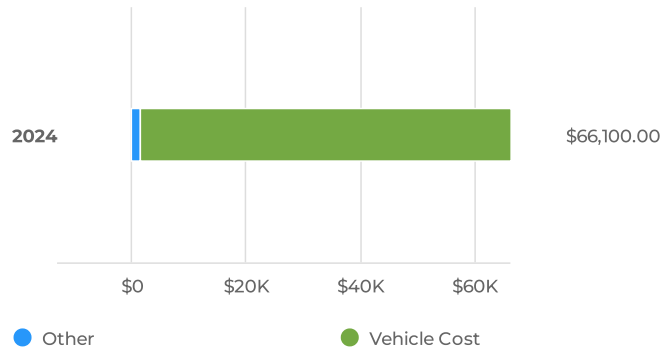
## Capital Cost

FY2024 Budget  
**\$66,100**

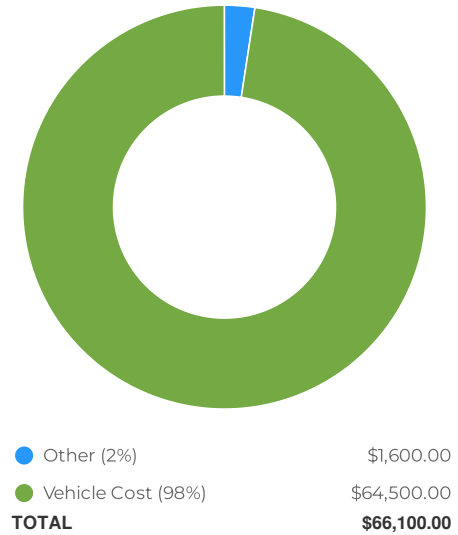
Total Budget (all years)  
**\$66.1K**

Project Total  
**\$66.1K**

Capital Cost by Year



Capital Cost for Budgeted Years



### Capital Cost Breakdown

Capital Cost	To Date	FY2024	Total
Vehicle Cost	\$0	\$64,500	\$64,500
Other		\$1,600	\$1,600
<b>Total</b>	<b>\$0</b>	<b>\$66,100</b>	<b>\$66,100</b>



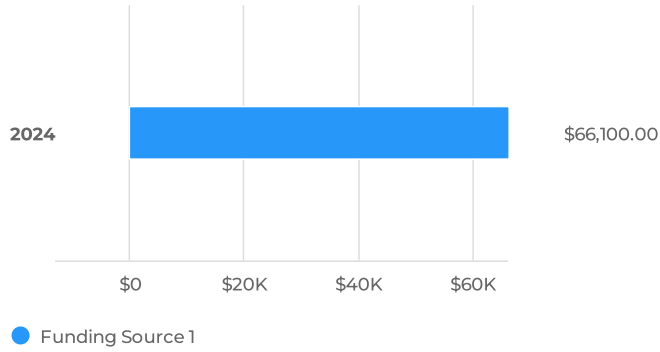
## Funding Sources

FY2024 Budget  
**\$66,100**

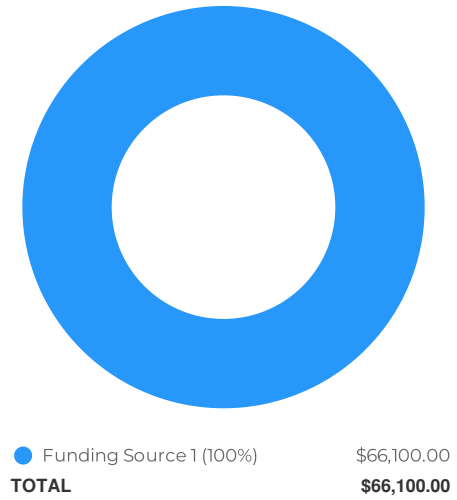
Total Budget (all years)  
**\$66.1K**

Project Total  
**\$66.1K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	To Date	FY2024	Total
Funding Source 1	\$0	\$66,100	\$66,100
<b>Total</b>	<b>\$0</b>	<b>\$66,100</b>	<b>\$66,100</b>





# Dispatch Console and Desk

## Overview

Request Owner	Mike Sallesse, Police Chief
Department	Police
Type	Capital Equipment

## Description

Dispatch Console and Desk

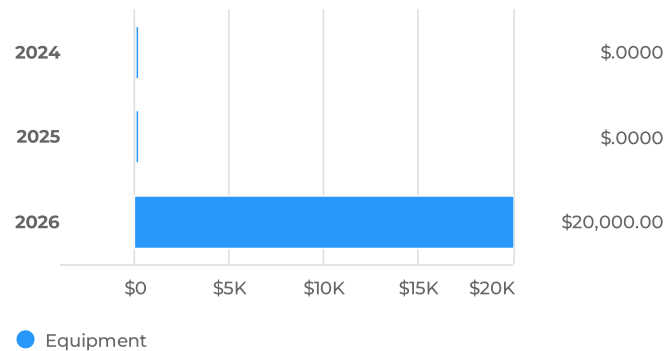
## Details

New Purchase or Replacement	Replacement
-----------------------------	-------------

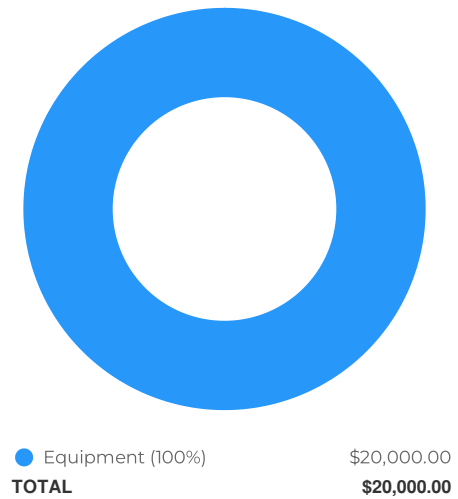
## Capital Cost

Total Budget (all years)	Project Total
<b>\$20K</b>	<b>\$20K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	Total
Equipment	\$0	\$0	\$20,000	\$20,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>



# Entrance Display Sign

## Overview

Request Owner	Mike Sallesse, Police Chief
Department	Police
Type	Capital Equipment

## Description

Digital Sign to replace 27 year old sign.

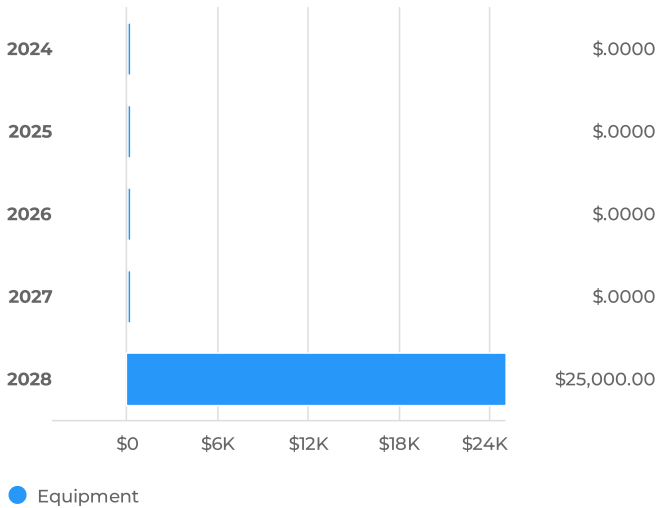
## Details

New Purchase or Replacement	Replacement
-----------------------------	-------------

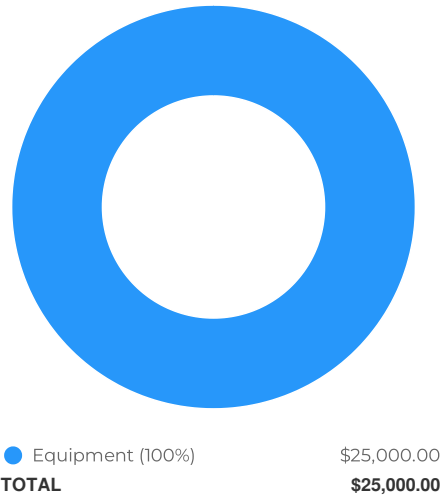
## Capital Cost

Total Budget (all years)	Project Total
\$25K	\$25K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown						
Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Equipment	\$0	\$0	\$0	\$0	\$25,000	\$25,000
Total	\$0	\$0	\$0	\$0	\$25,000	\$25,000



# New Cruiser FY25-FY28

## Overview

Request Owner	Mike Sallesse, Police Chief
Department	Police
Type	Capital Equipment

## Description

Add Later

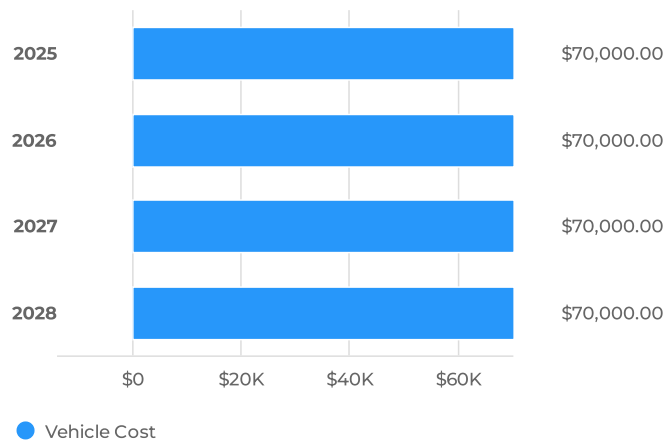
## Details

New Purchase or Replacement	Replacement
New or Used Vehicle	New Vehicle
Useful Life	6

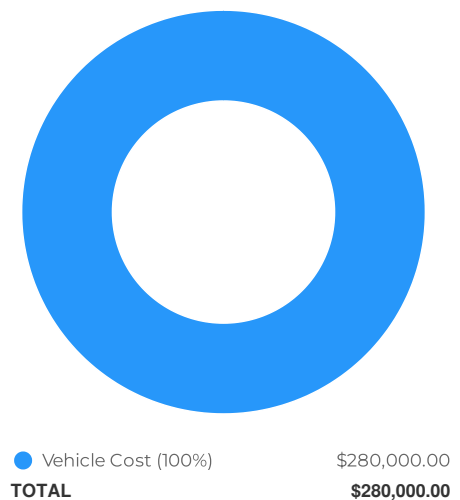
## Capital Cost

Total Budget (all years)	Project Total
<b>\$280K</b>	<b>\$280K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2025	FY2026	FY2027	FY2028	Total
Vehicle Cost	\$70,000	\$70,000	\$70,000	\$70,000	\$280,000
<b>Total</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$280,000</b>



# Secure Uniform Lockers

## Overview

Request Owner	Mike Sallese, Police Chief
Department	Police
Type	Capital Equipment

## Description

New Lockers for Officers, that secure clothing and firearms to replace 27 year old lockers

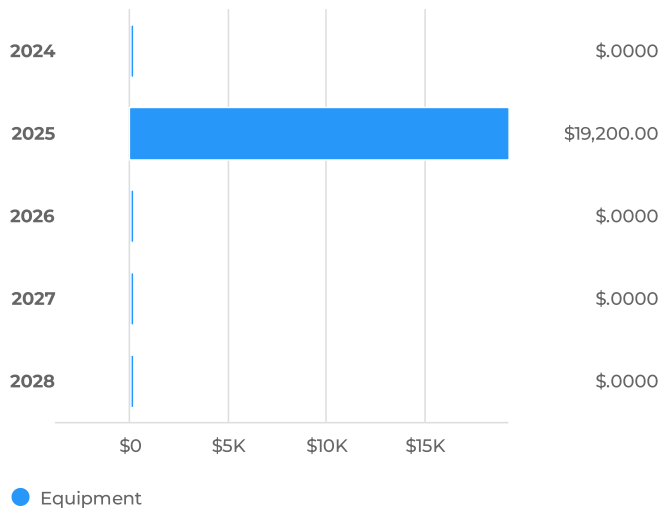
## Details

New Purchase or Replacement	Replacement
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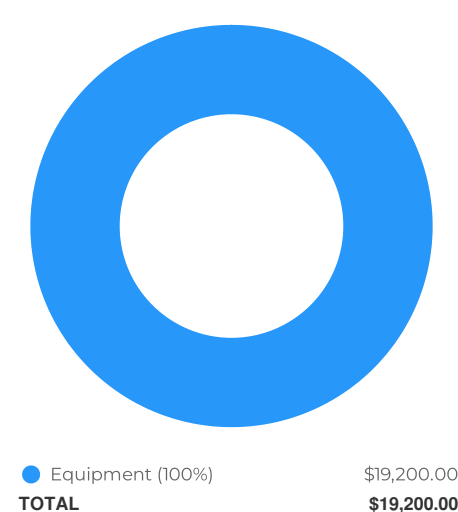
## Capital Cost

Total Budget (all years)	Project Total
<b>\$19.2K</b>	<b>\$19.2K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2024	FY2025	FY2026	FY2027	FY2028	Total
Equipment	\$0	\$19,200	\$0	\$0	\$0	\$19,200
<b>Total</b>	<b>\$0</b>	<b>\$19,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$19,200</b>



# Station Camera

## Overview

Request Owner	Mike Sallese, Police Chief
Department	Police
Type	Capital Equipment

## Description

Replacement of Cameras around station, in cells, in evidence

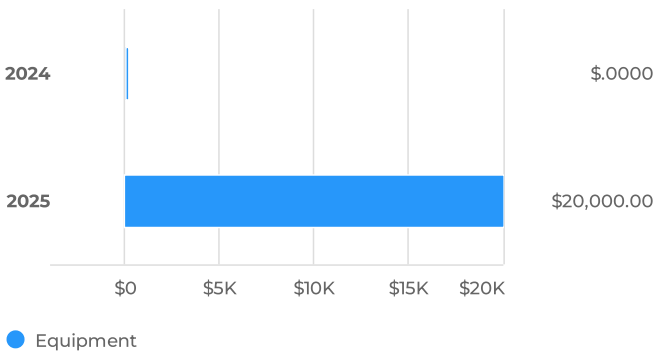
## Details

New Purchase or Replacement	Replacement
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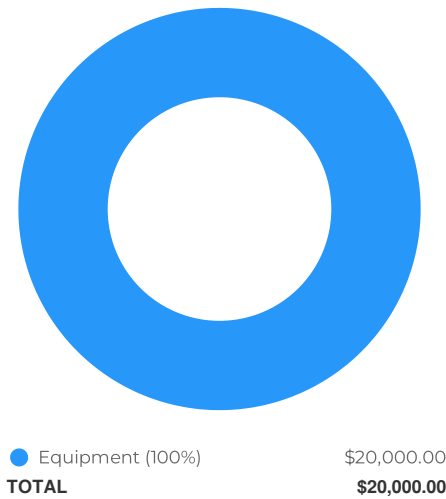
## Capital Cost

Total Budget (all years)	Project Total
<b>\$20K</b>	<b>\$20K</b>

Capital Cost by Year



Capital Cost for Budgeted Years



## Capital Cost Breakdown

Capital Cost	FY2024	FY2025	Total
Equipment	\$0	\$20,000	\$20,000
<b>Total</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>



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# **TOWN ADMINISTRATOR REQUESTS**

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# Town Hall Renovations

## Overview

Request Owner	Denise Dembkoski
Est. Start Date	08/07/2023
Est. Completion Date	04/30/2024
Department	Town Administrator
Type	Capital Improvement

## Description

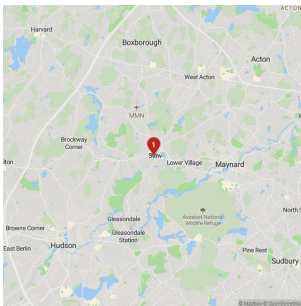
This will be used to start making minor improvements to the Town Hall in accordance with the Mills Whitaker Report from August 2022. Work to include: dehumidification system for the basement, repair (including adding insulation) and repaint interior plaster walls and ceilings on the first floor. Repair and certify the fire escape door.

## Details

Type of Project	Refurbishment
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## Location

Address: 375 Great Road



## Supplemental Attachments

 [Mills Whitaker Report\(/resource/cleargov-prod/projects/documents/c0671c79c7631f92b2af.pdf\)](/resource/cleargov-prod/projects/documents/c0671c79c7631f92b2af.pdf)

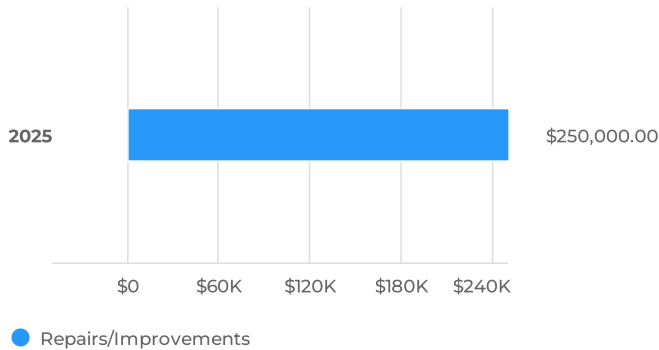


Capital Cost

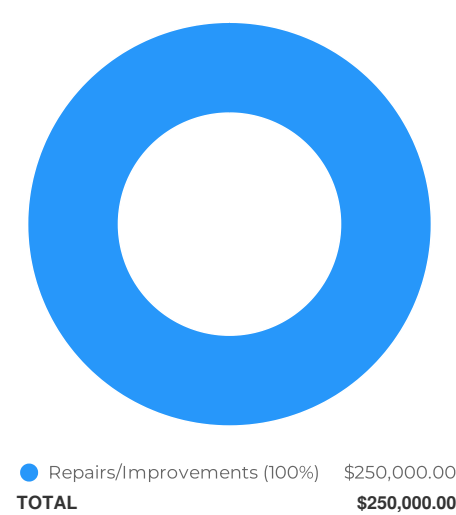
Total Budget (all years)  
**\$250K**

Project Total  
**\$250K**

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2025	Total
Repairs/Improvements	\$250,000	\$250,000
Total	\$250,000	\$250,000



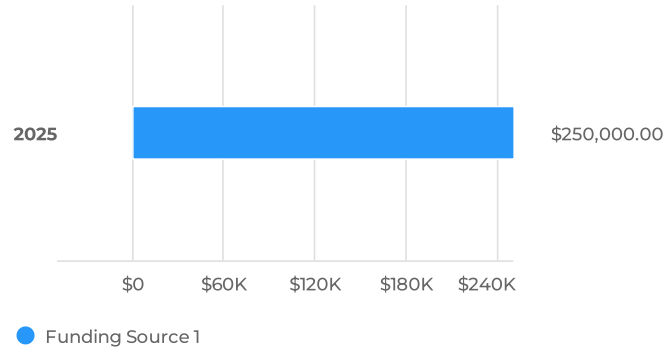


## Funding Sources

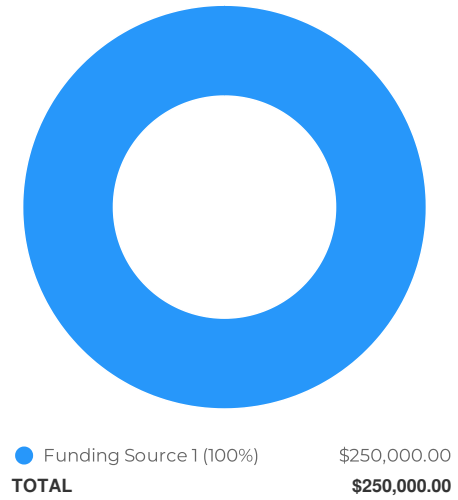
Total Budget (all years)  
**\$250K**

Project Total  
**\$250K**

Funding Sources by Year



Funding Sources for Budgeted Years



### Funding Sources Breakdown

Funding Sources	FY2025	Total
Funding Source 1	\$250,000	\$250,000
<b>Total</b>	<b>\$250,000</b>	<b>\$250,000</b>



## Glossary

**Abatement:** A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

**Accounting System:** The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

**Accrued Interest:** The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

**Amortization:** The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

**Appropriation:** A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**Arbitrage:** As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

**Assessed Valuation:** A value assigned to real estate or other property by a government as the basis for levying taxes.

**Audit:** An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

**Audit Report:** Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

**Available Funds:** Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

**Balance Sheet:** A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

**Betterments (Special Assessments):** Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

**Bond:** A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

**Bond and Interest Record:** (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

**Bonds Authorized and Unissued:** Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

**Bond Issue:** Generally, the sale of a certain number of bonds at one time by a governmental unit.



**Bond Rating (Municipal):** A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and CI is a very low rating.

**Budget:** A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

**Capital Assets:** All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

**Capital Budget:** An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

**Cash:** Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

**Cash Management:** The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short-term borrowing and investment of idle cash.

**Certificate of Deposit (CD):** A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

**Classification of Real Property:** Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

**Collective Bargaining:** The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

**Consumer Price Index:** The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

**Cost-Benefit Analysis:** A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

**Debt Burden:** The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

**Debt Service:** The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**Encumbrance:** A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

**Enterprise Funds:** An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the



"surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

**Equalized Valuations (EQVs):** The determination of the full and fair cash value of all property in the community that is subject to local taxation.

**Estimated Receipts:** A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

**Exemptions:** A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

**Expenditure:** An outlay of money made by municipalities to provide the programs and services within their approved budget.

**Fiduciary Funds:** Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

**Fixed Assets:** Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

**Fixed Costs:** Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

**Float:** The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

**Full Faith and Credit:** A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

**Fund:** An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

**Fund Accounting:** Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

**GASB 34:** A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

**GASB 45:** This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

**General Fund:** The fund used to account for most financial resources and activities governed by the normal appropriation process.

**General Obligation Bonds:** Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

**Governing Body:** A board, committee, commission, or other executive or policymaking body of a municipality or school district.



**Indirect Cost:** Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

**Interest:** Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

**Interest Rate:** The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

**Investments:** Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**Line Item Budget:** A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

**Local Aid:** Revenue allocated by the state or counties to municipalities and school districts.

**Maturity Date:** The date that the principal of a bond becomes due and payable in full.

**Municipal(s):** (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

**Note:** A short-term loan, typically with a maturity date of a year or less.

**Objects of Expenditures:** A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

**Official Statement:** A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

**Operating Budget:** A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

**Overlapping Debt:** A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

**Performance Budget:** A budget that stresses output both in terms of economy and efficiency.

**Principal:** The face amount of a bond, exclusive of accrued interest.

**Program:** A combination of activities to accomplish an end.

**Program Budget:** A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

**Purchased Services:** The cost of services that are provided by a vendor.

**Refunding of Debt:** Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

**Reserve Fund:** An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

**Revaluation:** The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of



the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

**Revenue Anticipation Note (RAN):** A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

**Revenue Bond:** A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

**Revolving Fund:** Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

**Sale of Real Estate Fund:** A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

**Stabilization Fund:** A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

**Surplus Revenue:** The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

**Tax Rate:** The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

**Tax Title Foreclosure:** The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

**Trust Fund:** In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

**Uncollected Funds:** Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

**Undesignated Fund Balance:** Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

**Unreserved Fund Balance (Surplus Revenue Account):** The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

**Valuation (100 Percent):** The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

