



Wellfleet Selectboard

Note: Start Time of 6pm

The Wellfleet Selectboard will hold a public meeting on **Tuesday, March 26, 2024, at 6:00 p.m.** located at the Town Hall Basement Conference Room; 300 Main Street Wellfleet, MA 02667. Remote participation will be available by Zoom and telephone as provided below, in compliance with 940 CMR 29.10 and the Town's Remote Participation Policy. If technological problems interrupt remote participation, the meeting may be suspended or ended at the discretion of the Chair in consultation with the Board.

Selectboard meetings are broadcast live on Comcast cable (Wellfleet Government TV Channel 18) and are recorded. Recordings of meetings are available at [wellfleet-ma.gov](https://www.wellfleet-ma.gov)

Note: Any individual may record the meeting, but must first notify the Chair, and may not interfere with the meeting to record it. See M.G.L. c. 30A, s. 20(f).

Join the meeting hosted in Zoom by using the following link:

<https://us02web.zoom.us/j/85689604806?pwd=blplVFFBZzViQ0xNWkZKMm9iMVdrdz09>

By Phone: +1 929 205 6099 and enter Meeting ID: 856 8960 4806 | Passcode: 611877

To participate during public comment:

In person: go to closest available microphone.

Zoom: raise hand to be called on to speak.

Phone: dial *9 to raise hand to be called on

All participants must be recognized by the Chair prior to speaking during public comment or at any other time during the meeting. See "Speech and Conduct at Public Meetings" page following Agenda for further information on the law governing public participation.

I. *Announcements and Public Comments*

Note: Public comments are limited to no more than three minutes per speaker.

The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.

II. *Capital Budgets*

A. The Board will review and may vote to approve departmental capital budgets.

III. *Operating Budgets*

A. The board will review and may approve department operating budgets.

IV. *Town Meeting Warrant*

A. The board will view and take possible votes to insert and recommend warrant articles.

B. Discussion of affordable housing Trust request for short term rental revenue and other funding sources.

V. ***Business***

- A. Appointment of Suzanne Ryan to the Cape Light Compact committee to replace the late Dick Elkin
- B. Update on Bound Brook
- C. Ice Machine Update
- D. Vote to release Executive Session Minutes of January 2 & January 16, 2024.

VI. ***Topics for Future Discussion***

VII. ***Adjournment***

Speech and Conduct at Public Meetings

The SJC's Barron v. Kolenda case decided in March of 2023 held that "civility cannot be required regarding the content of speech at a public comment session in a public meeting."

Barron v. Kolenda also held that public bodies may impose restraints on the conduct of individuals at a public meeting:

"What can be required is that the public comment session be conducted in an "orderly and peaceable" manner, including designating when public comment shall be allowed in the governmental meeting, the time limits for each person speaking, and rules preventing speakers from disrupting others, and removing those speakers if they do. We have concluded that such time, place, and manner restrictions do not violate either the right to assembly under art. 19 or the right to free speech under art. 16.

In addition to the SJC's instructions in Barron v. Kolenda on a public body's right to require "orderly and peaceable" public comment, the Massachusetts Open Meeting Law contains rules for conduct at public meetings. From Mass. General Laws Chapter 30A, s. 20:

- No person shall address a meeting of a public body without permission of the chair, and all persons shall, at the request of the chair, be silent.
- No person shall disrupt the proceedings of a meeting of a public body.
- If, after clear warning from the chair, a person continues to disrupt the proceedings, the chair may order the person to withdraw from the meeting
- If the person does not withdraw, the chair may authorize a constable or other officer to remove the person from the meeting.

Public comment at Selectboard meetings

The Selectboard does not seek to, and will not regulate the content of speech by participants at public comment (with the exception of threats, incitements to violence, or other jeopardy to public safety). However, consistent with the Barron v. Kolenda case, the Chair will enforce the above rules to prevent disruption of meetings and to ensure "orderly and peaceable" public comment. Examples of conduct that disrupts a meeting include:

- Addressing the Board or the public when not recognized by the Chair, whether at the microphone or in the audience.
- Interrupting a speaker recognized by the Chair.
- Interrupting a Board member or Board discussion.
- Continuing to speak when time for comment has expired and the Chair has advised that the speaker is no longer recognized.
- Refusing to cease any of the above or other disruptive conduct when requested by the Chair

The Chair will flag disruptive conduct and issue a verbal warning to the individual engaged in it. If an individual who has received a verbal warning continues to disrupt proceedings (at that time or later in the meeting), the individual will be asked to leave the meeting. If the individual does not leave the meeting, the Chair will authorize his or her removal from the meeting.



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: March 26, 2024

I

ANNOUNCEMENTS AND PUBLIC COMMENTS

REQUESTED BY:	Wellfleet Selectboard
DESIRED ACTION:	Announcements to the board and public
PROPOSED MOTION: SUMMARY:	<i>NOTE: Public comments are limited to no more than three minutes per speaker and be allowed to speak once during open comments.</i> The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: March 26, 2024

II

CAPITAL BUDGETS

~ A ~

REQUESTED BY:	Department Heads, Administration
DESIRED ACTION:	To review and approve each department's capital budgets.
PROPOSED MOTION:	I move to approve the capital budgets as presented at tonight's meeting.
SUMMARY:	
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

Pending:

1. Articles & OAF's
2. Info on HVAC
3. Info on TS Equip Shed
4. Info on Beach Restroom Planning

TOWN OF WELFLEET, MASSACHUSETTS



CAPITAL IMPROVEMENT PLAN
Fiscal Year 2026 - 2035
AND
FISCAL YEAR 2025 CAPITAL BUDGET

11/1/2023

TOWN OF WELLFLEET, MASSACHUSETTS

Fiscal Year 2025 Capital Budget and Ten-Year Capital Improvement Plan

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SECTION 1 FY 2025 Town-wide Capital Budget and Ten-Year Plan Summary Information

DEPARTMENTAL/FUNCTIONAL DETAILS

- SECTION 2 Town-Wide Infrastructure Improvement Capital Plan
- SECTION 3 Town-Wide Building Maintenance & Replacement Capital Plan
- SECTION 4 Administration & General Government Capital Plan
- SECTION 5 Town Clerk Capital Plan
- SECTION 6 Technology Capital Plan
- SECTION 7 Community Development Departments Capital Plan
- SECTION 8 Inspectional Services Departments Capital Plan
- SECTION 9 Public Works Department Capital Plan
- SECTION 10 Fire Department Capital Plan
- SECTION 11 Police Department & Dispatch Capital Plan
- SECTION 12 Natural Resources & Shellfish Dept. Capital Plan
- SECTION 13 Library Capital Plan
- SECTION 14 Senior Services Department Capital Plan
- SECTION 15 Beach Department Capital Plan
- SECTION 16 Recreation Department Capital Plan
- SECTION 17 Wellfleet Elementary School Capital Plan
- SECTION 18 Marina Enterprise Fund Capital Plan
- SECTION 19 Water Enterprise Fund Capital Plan

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 1: Fiscal Year 2025 Capital Budget and Ten-Year Plan Summary Information

- Draft Town-wide FY 2025 Capital Budget and FY 2026 – 2035 Capital Plan
- FY 2025 Capital Budget Requests Worksheet
- Sample Evaluation Criteria Guidelines
- Town-wide Vehicle/Fleet Inventory and Condition Assessment
- Status of Unspent Articles and Other Available Funds
- Current and Projected Debt Service Balances & Expenditures
- Capital Budget Guidelines & Instructions to Departments

TOWN OF WELFLEET, MASSACHUSETTS

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030		Thereafter Amount
			Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	
Newcomb Hollow Beach & Landing Projects	Extraordinary Mai	DPW					400,000	BI							
Gull Pond Beach & Landing Projects	Extraordinary Mai	DPW					250,000	BI							
Long Pond Beach & Landing Projects	Extraordinary Mai	DPW													
Great Pond Beach & Landing Projects	Extraordinary Mai	DPW													
Power's Landing Beach & Landing Projects	Extraordinary Mai	DPW													
Burton Baker Beach & Landing Projects	Extraordinary Mai	DPW													
Duck Harbor Beach & Landing Projects	Extraordinary Mai	DPW.													
Indian Neck/Nauset Rd. Beach & Landing Projects	Extraordinary Mai	DPW													
Miscellaneous Land, Parks & Cemeteries	Extraordinary Mai	DPW													
Subtotal Facilities & Land			1,625,000		735,750		2,898,250		5,025,750		5,245,750		450,750		2,133,750
INFRASTRUCTURE															
Dredging															
Dredge Planning & maintenance	Planning/Enginee	Marina													
Area 1 Dredging (Pier/Inner Channel)															
Permit & Mitigation	Planning/Enginee	Marina								500,000	BI				
Maintenance Dredge	Extraordinary Mai	Marina								3,200,000	BI				
Full Dredge	Renovation/Cons	Marina													8,000,000
Area 2 Dredging (Mooring Field)															
Permit & Mitigation	Planning/Enginee	Marina	4,500,000	BI											
Maintenance Dredge	Extraordinary Mai	Marina													
Full Dredge	Renovation/Cons	Marina			10,000,000	BI									
Local Road Improvements															
Lt. Island Road Improvements (NRCS Grant)	Renovation/Cons	DPW													
Local Road Improvement Program	Renovation/Cons	DPW	75,000	Ch90	75,000	Ch90	75,000	Ch90	75,000	Ch90	75,000	Ch90	75,000	Ch90	375,000
Route Six Corridor Improvements															
Stormwater, Seawalls, Jetties, Revetments															
Kellehers Corner Revetment & Stormwater Imp. (NRCS Grant)	Renovation/Cons	DPW	55,000	Grt	500,000	Grt									
Mayo Creek Revetment (NRCS Grant)	Renovation/Cons	DPW	100,000	Grt											
Power's Landing Stormwater Improvements	Renovation/Cons	DPW	350,000	Grt											
Briar Lane Culvert				0	400,000	Ch90									
Community Development															
Maurice's Campground Site Development	Planning/Enginee	General	225,000	CL	225,000	CL	225,000	CL	225,000	CL	225,000	CL	225,000	CL	
WasteWater Infrastructure															

CAPITAL BUDGET REQUESTS EVALUATION & CONSIDERATIONS

CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM

REQUEST EVALUATION CRITERIA

CRITERIA AND STRATEGIC PLAN AREA	HIGHEST IMPACT (Score of 4)	MEDIUM IMPACT (Score of 3)	LOW IMPACT (Score of 2)	NO IMPACT OR NOT APPLICABLE (Score of 0)
<p>PUBLIC HEALTH AND SAFETY - degree to which project meets public health and safety needs/issues.</p>	<p>Project is necessary to <u>alleviate a significant, existing, documented</u> health or safety hazard. This could include:</p> <ul style="list-style-type: none"> Proposed project meets the minimum requirements/mandates of a local, state or federal law pertaining to health and safety of the community. Project directly pertains to the delivery of public safety through police protection. Project required to achieve adopted LOS for health or safety standards. 	<p>Project is necessary to <u>prevent the onset</u> of a likely health and safety hazard or <u>alleviate an existing, minor</u> hazard. If problem does not currently exist, failure to act would result in hazard being present within 1-2 years. May include:</p> <ul style="list-style-type: none"> Enhancement of current health and safety programs or projects. Related to, but not exclusive impact on traffic control on Town's public ways. Addresses local, state or federal laws pertaining to health and safety, but goes beyond minimum requirement to additional enhancements. 	<p>Project is needed to <u>maintain the current level</u> of health and safety services provided to residents. Failure to complete projects may result in appearance of hazard with 2-5 years. May include:</p> <ul style="list-style-type: none"> Repair or maintenance of regular facilities in order to maintain a health and/or safe condition. Maintain existing traffic LOS and/or prevents formation of a safety problem. 	<p>Project <u>does not relate to, nor have any impact on</u> public health and safety issues with the Town.</p>

CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM

REQUEST EVALUATION CRITERIA

CRITERIA AND STRATEGIC PLAN AREA	HIGHEST IMPACT (Score of 4)	MEDIUM IMPACT (Score of 3)	LOW IMPACT (Score of 2)	NO IMPACT OR NOT APPLICABLE (Score of 0)
<p>EDUCATION - applicability of project to educational priorities of the Town.</p>	<p>Project is intended <u>directly</u> for the purpose of educating the Town's children and is <u>essential</u> in order to meet state and local educational standards. This includes repair/maintenance of, as well as new buildings and structures used for classrooms, school-sponsored recreational activities, administrative support to schools and other related projects.</p>	<p>Project will be used <u>primarily</u> for education of the Town's children, but may include other ancillary uses. Project is important, but not required in meeting minimum educational standards.</p>	<p>Project will be used <u>minimally</u> for direct education of the Town's children. Primary use of the project will be other than education purposes. This project is not required toward meeting any educational standards, but may enhance existing programs/facilities.</p>	<p>Project is <u>not intended</u> to be used for educational purposes.</p>
<p>ECONOMIC DEVELOPMENT - degree to which project meets economic development objectives of Town plans.</p>	<p>Project would have <u>significant impact</u> on the ability to retain and expand business within the Town. May include:</p> <ul style="list-style-type: none"> • Significant impact on increasing year-round job opportunities, particularly high-paying jobs. • Strong contribution to retaining existing and attracting new businesses to the Town. • Significant private contributions to project's future development. • Substantially increases attraction for additional tourists to the Town. 	<p>Project would make a <u>major contribution</u> to the Town's ability to retain and expand business. May include:</p> <ul style="list-style-type: none"> • Create expanded job opportunities, year-round and seasonal. • Measurable retention of existing business and/or possible attraction of new business to Town. • May involve private contributions to the project directly or indirectly. • Increases attraction of additional tourists to the Town. 	<p>Project would have <u>some contribution</u> to the Town's ability to retain and expand businesses. May include:</p> <ul style="list-style-type: none"> • Minimal impact on expanded job opportunities, or preventing loss of jobs. • Some potential for attraction of new business to Town. • Little to no private contributions to the project directly or indirectly. • May have some slight impact on attracting additional tourists to the Town. 	<p>Project <u>does not have any impact</u> on the Town's ability to retain and expand businesses, create jobs, tourism or the tax base.</p>

CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM

REQUEST EVALUATION CRITERIA

CRITERIA AND STRATEGIC PLAN AREA	HIGHEST IMPACT (Score of 4)	MEDIUM IMPACT (Score of 3)	LOW IMPACT (Score of 2)	NO IMPACT OR NOT APPLICABLE (Score of 0)
<p>INFRASTRUCTURE AND PROTECTION OF CAPITAL ASSETS - degree to which project maintains and protects capital assets of the Town.</p>	<ul style="list-style-type: none"> • Project is critical to save structural integrity of existing asset or repair significant structural deterioration. • Failure to act would result in complete loss of the asset or would require significantly more funds if repairs are delayed. • Project would meet the needs of the community for a minimum of 20 years. 	<ul style="list-style-type: none"> • Project is necessary to repair or replace assets before a partial loss of structural integrity causes the need for significant repairs. • Project would last a minimum of 10 years. 	<ul style="list-style-type: none"> • Project will improve appearance, public accessibility and/or defer future maintenance of this type for a minimum of 5 years. • Project would meet the needs of the community for a minimum of 5 years. 	<p>Project does not improve or protect existing capital assets.</p>

CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM

REQUEST EVALUATION CRITERIA

CRITERIA AND STRATEGIC PLAN AREA	HIGHEST IMPACT (Score of 4)	MEDIUM IMPACT (Score of 3)	LOW IMPACT (Score of 2)	NO IMPACT OR NOT APPLICABLE (Score of 0)
<p>ENVIRONMENT AND NATURAL RESOURCES - degree to which project conserves and protects natural and historical resources of the Town.</p>	<p>Project is critical to the preservation of a well-documented natural or historic Town resource. Other applicable criteria may include:</p> <ul style="list-style-type: none"> ● Failure to approve project would result in damage or deterioration of key natural resource. ● If not approved, project would have long-lasting negative impacts on the Town's water supply or coastal resources. ● Failure to approve project would result in a loss of critical resources. ● Project significantly impacts ACEC, WP or GP designated area. ● Project is critical to protect/stabilize a Town-owned significant historic resource. 	<p>Project will have substantial impacts on the ability to preserve or maintain a key natural or historic resource for the Town. Other applicable criteria may include:</p> <ul style="list-style-type: none"> ● Project may repair natural ecological deterioration and may result in improved access by residents to enjoy resources. ● Maintains or improves the ecology of freshwater ponds, wetlands or natural habitats. ● Project impacts GP designated district or other significant areas of concern. ● Project will improve/restore a historic resource such as a physical record. 	<p>Project will improve, but is not necessary for the maintenance of a key natural or historic resource for the Town. Other applicable criteria may include:</p> <ul style="list-style-type: none"> ● May improve access by the public to enjoy the resource. ● May add and/or expand the greenbelt system within the Town or otherwise expand the amount of natural habitat. ● Project is necessary to conserve/retain existing historic materials and/or features. 	<p>Project does not relate to or have any impact on preservation or maintenance of natural or historic resources.</p>

CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM

REQUEST EVALUATION CRITERIA

CRITERIA AND STRATEGIC PLAN AREA	HIGHEST IMPACT (Score of 4)	MEDIUM IMPACT (Score of 3)	LOW IMPACT (Score of 2)	NO IMPACT OR NOT APPLICABLE (Score of 0)
<p>QUALITY OF LIFE - degree to which project addresses Town-wide quality of life for its residents.</p>	<ul style="list-style-type: none"> ● Project is critical to the continuation or needed expansion of an existing cultural and/or human service. ● Project is required to respond to a documented health, cultural and/or human service need. ● Project significantly expands the quality of life for the resident of the Town. 	<ul style="list-style-type: none"> ● Project maintains or enhances the ability to deliver cultural and/or human services. ● Project enhances the existing quality of life within the Town. 	<ul style="list-style-type: none"> ● Project supports the delivery of cultural and/or human services. ● Project supports the existing quality of life within the Town. 	<ul style="list-style-type: none"> ● Project is not related to the delivery of cultural and/or human services. ● Project does not impact the quality of life within the Town.
<p>FINANCING - availability of non-general fund financing/overall financial feasibility.</p>	<p>Project has a highly positive fiscal impact due to the following:</p> <ul style="list-style-type: none"> ● Implementing the project would result in significant increased revenues to the Town or significantly expands the non-residential tax base. ● Non-general fund revenues sufficient to support 75-100% of project expense have been identified and applied for. 	<p>Project has a generally positive fiscal impact due to the following:</p> <ul style="list-style-type: none"> ● Implementing the project would result in some increased revenues to the Town or increases the non-residential tax base somewhat. ● Non-general fund revenues sufficient to support 25-74% of project expense have been identified. 	<p>Project has a neutral to slightly positive fiscal impact due to the following:</p> <ul style="list-style-type: none"> ● Additional revenues would not offset additional costs. ● Project supported by 1-25% of non-general fund revenues. 	<p>Project has a negative fiscal impact due to the following:</p> <ul style="list-style-type: none"> ● None of the cost of the project will be funded by non-general funds. ● Project would not bring in additional revenues.

CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM

REQUEST EVALUATION CRITERIA

CRITERIA AND STRATEGIC PLAN AREA	HIGHEST IMPACT (Score of 4)	MEDIUM IMPACT (Score of 3)	LOW IMPACT (Score of 2)	NO IMPACT OR NOT APPLICABLE (Score of 0)
<p>OPERATING BUDGET IMPACT - degree to which project is required to reduce or eliminate short-term operating costs and its impact on future operating costs.</p>	<p>Project has a highly positive impact on the operating budget due to:</p> <ul style="list-style-type: none"> ● Implementing project would substantially decrease current operating fund expenditures due to current excessive maintenance, patching, etc. costing more than 50% of the cost of the project, pro-rated over 3 years. ● 100% of future operating costs can be absorbed within existing budgets once project is completed. ● Not doing project would result in significant increase operating costs to the Town in the near future (i.e., major repair vs. replacement). 	<p>Project has a generally positive impact on the operating budget due to:</p> <ul style="list-style-type: none"> ● Implementing project may moderately decrease current operating fund expenditures due to ongoing repairs, maintenance, etc. costing between 25-50% of the cost of the project, pro-rated over 3 years. ● Project would result in minimal increase in future operating costs for the benefits gained. ● Not doing project would result in noticeable, but not significant increase operating funds to repair or make financial asset usable in the short term. 	<p>Project has a neutral to slightly positive impact on the operating budget due to:</p> <ul style="list-style-type: none"> ● Implementing project may decrease or have a neutral effect on current operating fund expenditures due to ongoing repair, maintenance, etc. costing up to 25% of the cost of the project, pro-rated over 3 years. ● Project would increase future operating costs with only minimal benefits received. ● Not doing project would result in the need for minimal additional operating funds for repair/maintenance of current assets. 	<p>Project has a negative impact on the operating budget due to:</p> <ul style="list-style-type: none"> ● Significant increase in current operating fund expenditures required maintaining, repairing or otherwise operating project. ● Project requires significant increase in future operating fund expenditures without documented benefits.

CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM

REQUEST EVALUATION CRITERIA

CRITERIA AND STRATEGIC PLAN AREA	HIGHEST IMPACT (Score of 4)	MEDIUM IMPACT (Score of 3)	LOW IMPACT (Score of 2)	NO IMPACT OR NOT APPLICABLE (Score of 0)
<p>PLANNING AND RELATIONSHIP TO EXISTING PLANS - how the project addresses implementation of previously developed plans of the Town to protect and enhance human and physical assets.</p>	<p>Project is specifically included in a plan adopted by a state, regional or local legislative body such as:</p> <ul style="list-style-type: none"> ● Specifically listed in the Town's Strategic Plan. ● Included within the prior 5-year Capital Improvement Plan. ● Listed as a priority in the 5-year Capital Improvement Plan of the LCP (once adopted). ● Project included in a State Bond Bill. ● Project is specifically listed in a plan adopted by the Select Board. 	<p>Project is part of an Executive Order or Plan of Action adopted by the School Board and/or Town Administrator, such as:</p> <ul style="list-style-type: none"> ● Project generally supports the policies and/or resolves adopted by the Select Board. ● Project is included in the current Transportation Improvement Program (TIP). ● Project specifically included in a plan adopted by the School Board or the Town Administrator. 	<p>Project is included as part of a Town Department work plan, or part of a functional service delivery system such as:</p> <ul style="list-style-type: none"> ● Project supports Department mission and prioritizes needed action. ● Project needed to accomplish a major service effort. ● Project supports a plan adopted by the School Board and/or the Town Administrator. 	<p>Project is not related to the plans, policies or resolves adopted by the Select Board or other agencies of the Town.</p>
<p>USAGE AND SERVICE DEMAND - degree to which project is used by population and manner in which it is used.</p>	<ul style="list-style-type: none"> ● Project will be in continuous usage or will be used year-round. ● Project will serve 50-100% of the population of the Town. ● Project serves three or more functions and/or needs of the Town. 	<ul style="list-style-type: none"> ● Project will be used the majority of the year. ● Project will serve 25-75% of the population or is designed for a sub-area of the Town. ● Project serves at least two functions and/or needs of the Town. 	<ul style="list-style-type: none"> ● Project will be used seasonally. ● Project will serve 5-25% of the population or is designed for a limited service area. ● Project serves a single service area and/or need of the Town. 	<ul style="list-style-type: none"> ● Project will be only intermittently used. ● Project will provide limited services to a limited service area.

Item/Request	Type	Dept.	N/R/A/M	Amount	Department		Review		FY 2025	Funding Sources	Comments
					Category	Priority	Category	Priority	Recommendation		
LAND, BUILDINGS, FACILITIES											
Extend walking path	Renovation/Const	COA	NEW	280,000					280,000.00	CPA	
Court Resurfacing Maintenance Program	Extrordinary Main	Recreation	MAINT	25,000					25,000.00	Free Cash	
Salt Shed Replacement	Renovation/Const	DPW	REPLACE	100,000					100,000.00	Chapter 90	
Fire Department HVAC upgrade	Extrordinary Main	FD	REPLACE	350,000					350,000.00	Free Cash	
Fire Department HVAC upgrade	Extrordinary Main	FD	REPLACE	200,000					200,000.00	Grant	
Town Hall Repair & Maintenance Program	Extrordinary Main	General	MAINT	100,000					100,000.00	Free Cash	
Senior Center Repair & Maintenance Program	Extrordinary Main	COA	MAINT	50,000					50,000.00	Free Cash	
DPW Facility Repair & Maintenance Program	Extrordinary Main	DPW	MAINT	50,000					50,000.00	Free Cash	
Transfer Station - Construct Equipment Shed	Extrordinary Main	DPW	MAINT	60,000					60,000.00	Free Cash	
Police Station Repair & Maintenance Program	Extrordinary Main	PD	MAINT	50,000					50,000.00	Free Cash	
Fire Station Repair & Maintenance Program	Extrordinary Main	FD	MAINT	50,000					50,000.00	Free Cash	
Library Repair & Maintenance Program	Extrordinary Main	Library	MAINT	25,000					25,000.00	Free Cash	
Elementary School Repair & Maintenance Program	Extrordinary Main	School	MAINT	75,000					75,000.00	Free Cash	
Bakers Field Repair & Maintenance Program (excluding Recreation maintenana	Extrordinary Main	Recreation	MAINT	10,000					10,000.00	Free Cash	
Beach Restroom Planning	Planning/Engineer	Beach	REPLACE	200,000					200,000.00	Free Cash	
INFRASTRUCTURE											
Dredging											
Harbor Area 2 - dredging permit & mitigation	Extrordinary Maint	Marina	M	4,500,000					4,500,000.00	Bond Issue	
Local Road Improvements											
Construction of Roadways	Renovation/Const	DPW	M/N	75,000					75,000.00	Chapter 90	
Stormwater, Seawalls, Jetties, Revetments											
Kellehers Corner Revetment & Stormwater Imp. (NRCS Grant)	Renovation/Const	DPW	M/N	55,000					55,000.00	Grant	
Mayo Creek Revetment (NRCS Grant)	Renovation/Const	DPW	M/N	100,000					100,000.00	Grant	
Power's Landing Stormwater Improvements	Renovation/Const	DPW	M/N	350,000					350,000.00	Grant	
Community Development											
Maurice's Site	Planning/Engineering	Gen Govt	N	225,000					225,000.00	Capital Levy	
WasteWater Infrastructure (Amounts represent 100% of cost estimate, expect significant funding from outside sources)											
Planning, Permitting, Testing	Planning/Engineering	DPW	N	250,000					250,000.00	Free Cash	
Water System											
System Development & Planning	Extrordinary Main	Water	N								
Water Tank Maintenance	Extrordinary Main	Water	MAINT	29,000					29,000.00	Water RE	
Treatment Facilities Maintenance & Upgrades	Extrordinary Main	Water	MAINT	44,500					44,500.00	Water RE	
VEHICLES & FLEET ASSETS											
Fleet Replacement Program (See Vehicle Inventory List)	Vehicles	Police	REPLACE	132,000					132,000	Capital Levy	
Ambulance 98 Replacement	Vehicles	Fire	REPLACE	50,000					50,000	Unspent Article	
Ambulance 99 Replacement	Vehicles	Fire	REPLACE	550,000					550,000	Lease Issuance	
FD Fleet Vehicle Replacement Prg.	Vehicles	Fire	REPLACE	33,000					33,000	Capital Levy	
Fleet Replacement Program	Vehicles	Beach	REPLACE	11,500					11,500	Beach Fd	
Fleet Replacement Program	Vehicles	COA	REPLACE	9,000					9,000	Capital Levy	
Tranportation Van	Vehicles	Recreation	REPLACE	59,000					59,000	Free Cash	

Item/Request	Type	Dept.	N/R/A/M	Amount	Department		Review		FY 2025		Funding Sources	Comments
					Category	Priority	Category	Priority	Recommendation			
Fleet Replacement Program	Vehicles	Shellfish	REPLACE	32,000						32,000	Shellfish Fd.	
Fleet Replacement Program	Vehicles	DPW	REPLACE	150,000						150,000	CL/FC	\$70k FC
1979 Tractor	Heavy Equip	DPW	REPLACE	35,000						35,000	Free Cash	
DEPARTMENTAL EQUIPMENT												
Departmental Equipment Replacement Program	Operational Equip	Police	REPLACE	28,000						28,000	Capital Levy	
Dispatch Equipment Replacement Program	Operational Equip	Dispatch	REPLACE	5,000						5,000	Capital Levy	
Medical/Rescue Equipment Replacement Prg.	Operational Equip	Fire	REPLACE	35,500						35,500	Ambulance Fund	
Fire Suppression Equipment Replacement Prg.	Operational Equip	Fire	REPLACE	29,000						29,000	Ambulance Fund	
Radio/Communication Equipment Replacement Prg.	Operational Equip	Fire	REPLACE	19,000						19,000	Ambulance Fund	
Power Lift Stretchers for Ambulance	Operational Equip	Fire	Acquire	80,000						80,000	Ambulance Fund	
Equipment Replacement Program	Operational Equip	Beach	REPLACE	7,500						7,500	Beach Fd	
Kitchen Equipment	Acquisition	COA	REPLACE	1,200						1,200	Donation	
Equipment Replacement Program	Operational Equip	COA	REPLACE	3,500						3,500	Capital Levy	
Recreation Equipment Replacement Program	Operational Equip	Recreation	REPLACE	9,000						9,000	Capital Levy	
Furniture & Shelving Replacement Program	Operational Equip	Library	REPLACE	5,000						5,000	Capital Levy	
Boat Engine Replacement Program	Operational Equip	Marina	REPLACE	22,000						22,000	Marina RE	
Equipment/Trailer Replacement Program	Operational Equip	Marina	REPLACE	3,500						3,500	Marina RE	
Engine/Equipment Replacement Program	Operational Equip	Shellfish	REPLACE	25,000						25,000	Capital Levy	
DPW Equipment Replacement Program	Operational Equip	DPW	REPLACE	35,000						35,000	Capital Levy	
Transfer Station Equipment Replacement Prg.	Heavy Equip	DPW	REPLACE	22,000						22,000	Capital Levy	
School Department Equipment Replacement Program	Operational Equip	School	REPLACE	15,500						15,500	Capital Levy	
IT Network Replacement Program	Computer Hardwa	GENERAL	REPLACE	30,000						30,000	Capital Levy	
IT PC & Component Replacment Program	Computer Hardwa	GENERAL	REPLACE	40,000						40,000	Capital Levy	

8,730,700.00

Recommended Spending:	8,730,700.00
Funding Provided By:	
	697,000.00 Capital Levy
	Capital Exclusion
	1,459,000.00 Free Cash
	4,500,000.00 Bond Issuance
	550,000.00 Lease Issuance
	175,000.00 Chapter 90
	19,000.00 Beach Fd
	32,000.00 Shellfish Fd.
	25,500.00 Marina RE
	73,500.00 Water RE
	705,000.00 Grant
	1,200.00 Donation
	163,500.00 Ambulance Fund
	50,000.00 Reappropriated Articles
	280,000.00 CPA
	<u>8,730,700.00</u>
	- Balance (Over)/Under Funded

FLEET INVENTORIES & CONDITION ASSESSMENTS

Date of Update		CONDITION ASSESSMENT (POINTS)																					
Department	Model Year	Manufacturer	Make/Model	VIN #	Plate #	Est. Cost New	Expected Max Life (Years)	In-Service Date	Years in Service	Function	Drive System	GVW	FFV Policy Exempt	Combined MPG	Engine Miles	Engine Hours	Age	Miles/Hours	Type of Service	M&R			Total Points
																				Reliability	Costs	Condition	
Shellfish	2019	VENTURA	TRAILER VPT 26-50-13	47GPH3228KB000002	M4242A	\$5,000	20	7/15/19	2	FleetEquip							4	0	2				6
RP DPW (6 DON) its off road	2008	CHEVY	SILVERADO 3500	1GBHK24UX4E358189	M71955	\$60,000	10	7/1/04	19	HeavyEquip					80,000		19	7	3				29
RP DPW (Building)	2020	FORD	F350	1F7W2B64LEC30593	M97069	\$60,000	10	7/1/20	3	HeavyEquip					20,000		3	1	3				7
RP DPW (Flatbed Old #2)	2009	CHEVY	SILVERADO	1GCHK242X4E294309	M73359	\$60,000	10	7/1/04	19	HeavyEquip					80,000		19	7	3				29
RP DPW (Old #3 Petes putting flatbed)	2012	FORD	F450	1FDUF4HT4CEB43459	M1536A	\$110,000	10	7/1/12	11	HeavyEquip					60,000		11	5	3				19
RP DPW (#2 Titanic)	2014	FORD	F350	1FT8W3BT2EEA60785	M89580	\$75,000	10	7/1/14	9	HeavyEquip					60,000		9	5	3				17
RP DPW (9)	2015	FORD	F550	1FDUF5HT3FEB95871	M91463	\$110,000	10	7/1/15	8	HeavyEquip					60,000		8	5	3				16
RP DPW (TS Red one Mike)	2009	CHEVY	SILVERADO	1GBHK24254E361581	M93581	\$60,000	10	7/1/04	19	HeavyEquip					80,000		19	7	3				29
RP DPW (5)	2016	FORD	F550	1FDUF5HT0GEA84146	M96248	\$110,000	10	7/1/16	7	HeavyEquip					60,000		7	5	3				15
RP DPW (7)	2015	FORD	TRANSIT	NM0A58F75F1175653	M96238	\$50,000	10	7/1/15	8	HeavyEquip					100,000		8	9	3				20
RP DPW (#3)	2022	FORD	F550		M5490B	\$90,000	10	7/1/22	1	Utility					1		1	0	3				4
RP DPW (#1)	2022	CHEVY	SILVERADO		M68903	\$60,000	10	7/1/22	1	Utility					1		1	0	3				4
RP DPW (#4)	2019	FORD	F550 (SWITCH N 60)		M5230A	\$85,000	10	7/1/19	4	Utility					1		4	0	3				7
RP DPW (OLD #1)	2018	DODGE	3500		M1730A	\$70,000	10	7/1/18	5	Utility					1		5	0	3				8
TS DPW (15)	2005	JOHN DEERE	ELD 100 TRACTOR	1FUYSYB5SH465163	M49222	\$80,000	25	7/1/95	28	HeavyEquip					100,000		28	9	3	5	5	5	55
TS DPW (L-2)	2019	JOHN DEERE	LOADER	1DW544L2KKF701463	M77475	\$142,000	15	7/1/19	4	HeavyEquip					50,000	4,000	4	4	3				11
TS DPW (T5)	2009	JOHN DEERE	TRACTOR	26310P	M69363	\$80,000	25	7/1/09	44	HeavyEquip					250,000		44	12	3				59
TS DPW	2020	SPECTEC	REFUSE TRAILER	1S9WS4529LS188037		\$140,000	20	7/1/20	3	HeavyEquip					1		3	0	3				6
TS DPW	2008	SPECTEC	REFUSE TRAILER	1S9WS45259S188254	M77473	\$140,000	20	7/1/08	15	HeavyEquip					1		15	0	3				18
TS DPW	2015	SPECTEC	REFUSE TRAILER	1S9W45100102	M92811	\$140,000	20	7/1/15	8	HeavyEquip					1		8	0	3				11
TS DPW	2001	MACK	BOH OFF	1M20270C31M061652	M90137	\$250,000	25	7/1/01	22	HeavyEquip					300,000		22	12	3				37
TS DPW	2024	MACK	BOH OFF		M43058	\$230,000	25	7/1/23	0	HeavyEquip					1		0	0	3				3
TS DPW	2022	JOHN DEERE	BACKHOE		M46531	\$150,000	20	7/1/21	2	HeavyEquip					1		2	0	3				5
TS DPW	2015	JOHN DEERE	EXCAVATOR			\$150,000	25	7/1/15	8	HeavyEquip					1		8	0	3				11
TS DPW	2019	SPECTEC	REFUSE TRAILER		M3040A	\$70,000	20	7/1/19	4	HeavyEquip					1		4	0	3				7
TS DPW	2006	SPECTEC	REFUSE TRAILER		M70853	\$70,000	20	7/1/06	17	HeavyEquip					1		17	0	3				20
TS DPW			Message board (old)		M90814	\$25,000	15	7/1/22	1	FleetEquip					1		1	0	2				3
H DPW (14)	2000	PETERBILT	TRACTOR	1XP5D69X3YNS21689	M88812	\$80,000	25	7/1/00	23	HeavyEquip					200,000		23	12	3				38
H DPW	2015	JOHN DEERE	3046R Farm Tractor		M95040	\$70,000	20	7/1/15	8	HeavyEquip					1		8	0	3				11
H DPW	1999	LOADRITE	TRAILER	5A4PN3J11X200003	M60925	\$30,000	20	7/1/99	24	HeavyEquip					1		24	0	3				27
H DPW	2005	BANDIT	TRAILER	4FMUS15155R020757	M74421	\$40,000	20	7/1/05	18	HeavyEquip					1		18	0	3				21
H DPW	2005	INTERSTATE	TRAILER	1FKDLA40XSM006593	M74403	\$40,000	20	7/1/05	18	HeavyEquip					1		18	0	3				21
H DPW	2019	BIG TOW	TRAILER		M5247A	\$50,000	20	7/1/19	4	FleetEquip					1		4	0	2				6
H DPW	2013	CARMATE	TRAILER	5A3C61251DL000035	M86277	\$15,000	20	7/1/13	10	HeavyEquip					1		10	0	3				13
H DPW	2013	LOADRITE	TRAILER	10224	M86381	\$15,000	20	7/1/13	10	HeavyEquip					1		10	0	2				13
H DPW	2015	LOADRITE	TRAILER	5A4FXLL13F2010792	M92812	\$15,000	20	7/1/15	8	HeavyEquip					1		8	0	3				11
H DPW	2009	PETERBILT	6 WHEELER	2NPNH28X61M560297	M73358	\$180,000	25	7/1/01	22	HeavyEquip					200,000		22	12	3				37
H DPW (11)	2021	MACK	6 WHEELER	1M2GR1ACXMM001427		\$180,000	25	7/1/21	2	HeavyEquip					5,000		2	0	3				5
H DPW	2003	PETERBILT	10 WHEELER	1NPAL60X83NS86605	M68906	\$300,000	25	7/1/03	20	HeavyEquip					250,000		20	12	3				35
H DPW (12)	2008	PETERBILT	6 WHEELER	2NPLH28X1GM656482	M72855	\$180,000	25	7/1/06	17	HeavyEquip					100,000		17	9	3				29
H DPW	2006	CHAMPION	GRADER CBS	C86C2706497	M72581	\$140,000	25	7/1/06	17	HeavyEquip					50,000	4,000	17	4	3				24
H DPW (23)	2019	FREIGHTLINER	STREET SWEEPER	1FVACXFC9KHKT1509	M81597	\$250,000	25	7/1/19	4	HeavyEquip					25,000	2,000	4	2	3				4
H DPW	2023	JOHN DEERE	410L mini excavator			\$85,000	20	7/1/22	1	HeavyEquip					500		1	0	3				4
H DPW	2008	JOHN DEERE	Flail Mower	LV5525R454375	M78429	\$70,000	20	7/1/08	15	HeavyEquip					1		15	0	3				18

STATUS OF UNSPENT ARTICLES AND OTHER AVAILABLE FUNDS

TOWN OF WELLFLEET, MASSACHUSETTS
 Ambulance Fund Projection - FY 2025 - 2030

	FISCAL YEAR						
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Beginning Balance, 7/1	453,233.00	758,233.00	900,233.00	905,466.00	662,833.00	672,333.00	683,966.00
Annual Receipts expected	285,000.00	313,500.00	314,000.00	314,000.00	314,000.00	314,000.00	314,000.00
MA CPE program revenue	20,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
Ambulance replacement reserve							
Operating Budget Utilization	-	-	-	-	-	-	-
Capital Plan projected funding:	-						
Medical Equipment Program		(33,500.00)	(33,500.00)	(33,500.00)	(33,500.00)	(33,500.00)	(33,500.00)
Fire Suppression Equipment Program		(29,000.00)	(29,000.00)	(29,000.00)	(29,000.00)	(29,000.00)	(52,500.00)
Radio Replacement Program		(19,000.00)	(19,000.00)	(19,000.00)	(19,000.00)	(19,000.00)	(19,000.00)
Truck 89 Replacement				(250,000.00)			
Power Lift Stretchers		(80,000.00)					
Engine 95 Debt Service		(32,000.00)	(84,267.00)	(82,133.00)	(80,000.00)	(77,867.00)	(75,733.00)
Ambulance Lease Payments:							
Amb. 99 Lease Pymt. FY 26 (5 Yrs.)			(125,000.00)	(125,000.00)	(125,000.00)	(125,000.00)	(125,000.00)
Amb. 98 Lease Pymt. FY 28 (5 Yrs.)							(130,000.00)
Truck 90 Lease Pymt FY 26 (5 Yrs.)			(40,000.00)	(40,000.00)	(40,000.00)	(40,000.00)	(40,000.00)
Net	<u>305,000.00</u>	<u>142,000.00</u>	<u>5,233.00</u>	<u>(242,633.00)</u>	<u>9,500.00</u>	<u>11,633.00</u>	<u>(139,733.00)</u>
Unreserved Ending Balance, 6/30	758,233.00	900,233.00	905,466.00	662,833.00	672,333.00	683,966.00	544,233.00
Ambulance Reserve Balance	-	-	-	-	-	-	-
Total Fund Balance, 6/30	<u>758,233.00</u>	<u>900,233.00</u>	<u>905,466.00</u>	<u>662,833.00</u>	<u>672,333.00</u>	<u>683,966.00</u>	<u>544,233.00</u>

TOWN OF WELLFLEET, MASSACHUSETTS

Chapter 90 Fund Projection

	FISCAL YEAR						
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Beginning Balance, 7/1	1,000,000	1,172,000	1,244,000	1,016,000	1,188,000	1,160,000	1,332,000
Annual allotment	247,000	247,000	247,000	247,000	247,000	247,000	247,000
Local Road maintenance program	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
Salt Shed Project		(100,000)					
Briar Lane Culvert			(400,000)				
Fleet Replacements					(200,000)		(300,000)
Net	172,000	72,000	(228,000)	172,000	(28,000)	172,000	(128,000)
Ending Balance, 6/30	\$ 1,172,000	\$ 1,244,000	\$ 1,016,000	\$ 1,188,000	\$ 1,160,000	\$ 1,332,000	\$ 1,204,000

CURRENT AND PROJECTED DEBT SERVICE BALANCES & EXPENDITURES

TOWN OF WELLFLEET, MASSACHUSETTS

Projected Outstanding Debt Balances

	<u>6/30/2024</u>	<u>6/30/2025</u>	<u>6/30/2026</u>	<u>6/30/2027</u>	<u>6/30/2028</u>	<u>6/30/2029</u>	<u>6/30/2030</u>
Existing Bond Issues	28,199,691	25,356,178	22,896,667	20,631,133	18,634,554	17,071,905	15,563,161
Cumulative New Issues		-	4,850,000	13,346,667	13,293,333	11,717,500	13,471,667
Anticipated Bond Issues							
Dredge Permitting & Mitigation		4,500,000					
Dredge Area 2			10,000,000				
Facilities Bond				1,450,000			
Dredge Area 1						3,700,000	
Fire Engine 95		800,000					
tbd							
tbd							
tbd							
tbd							
Subtotal anticipated bond issues	-	5,300,000	10,000,000	1,450,000	-	3,700,000	-
Less: Principal Payments on new issues	-	(450,000)	(1,503,333)	(1,503,333)	(1,575,833)	(1,945,833)	(1,945,833)
Total Outstanding Debt Projected	28,199,691	30,206,178	36,243,334	33,924,466	30,352,054	30,543,572	27,088,994

Excludes potential wastewater infrastructure.

TOWN OF WELLFLEET, MASSACHUSETTS

Projected Debt Service Requirements

	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>	<u>FY 2030</u>
Existing Bond Issues							
Principal		2,843,513	2,459,512	2,265,534	1,996,579	1,562,649	1,508,744
Interest & Fees		1,842,662	1,251,481	1,114,297	988,989	883,457	792,231
Total existing debt service	-	4,686,175	3,710,993	3,379,831	2,985,568	2,446,106	2,300,975
Anticipated Bond Issues							
Dredge Permitting & Mitigation							
Principal	-	450,000	450,000	450,000	450,000	450,000	450,000
Interest & Fees	-	162,450	145,350	128,250	111,150	94,050	76,950
Projected debt service	-	612,450	595,350	578,250	561,150	544,050	526,950
Dredge - Area 2							
Principal	-	-	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Interest & Fees	-	-	361,000	323,000	285,000	247,000	209,000
Projected debt service	-	-	1,361,000	1,323,000	1,285,000	1,247,000	1,209,000
Facilities Bond							
Principal		-	-	-	72,500	72,500	72,500
Interest & Fees		-	-	-	53,723	50,968	48,213
Projected debt service	-	-	-	-	126,223	123,468	120,713
Dredge - Area 1							
Principal	-	-	-	-	-	370,000	370,000
Interest & Fees	-	-	-	-	-	133,570	119,510
Projected debt service	-	-	-	-	-	503,570	489,510
Fire Engine 95							
Principal		-	53,333	53,333	53,333	53,333	53,333
Interest & Fees		-	30,933	28,800	26,667	24,533	22,400
Projected Debt Service	-	-	84,267	82,133	80,000	77,867	75,733
 							
Principal		-	-	-	-	-	-
Interest & Fees		-	-	-	-	-	-
Projected debt service	-	-	-	-	-	-	-
 							
Principal		-	-	-	-	-	-

Interest & Fees	-	-	-	-	-	-	-
Projected debt service	-	-	-	-	-	-	-

Total New Issue Projected Debt Service							
Principal	-	450,000	1,503,333	1,503,333	1,575,833	1,945,833	1,945,833
Interest & Fees	-	162,450	537,283	480,050	476,539	550,121	476,073
Projected debt service	-	612,450	2,040,617	1,983,383	2,052,373	2,495,954	2,421,906

Grand Total Projected Debt Service							
Principal	-	3,293,513	3,962,845	3,768,867	3,572,412	3,508,482	3,454,577
Interest & Fees	-	2,005,112	1,788,764	1,594,347	1,465,528	1,433,578	1,268,304
Projected debt service	-	5,298,625	5,751,610	5,363,214	5,037,941	4,942,060	4,722,881

CAPITAL BUDGET GUIDELINES & INSTRUCTIONS TO DEPARTMENTS

Capital Improvement Program - Introduction

The Town's Capital Improvement Program (CIP) is comprised of two parts – a capital budget, which provides for funding of approved capital items in the upcoming years spending plan; and a capital plan which identifies the timing for replacement and possible funding sources to replace, renovate, upgrade Town/departmental assets (facilities, equipment, and infrastructure).

The Town of Wellfleet Charter requires us to present a capital budget for the upcoming fiscal year, as well as a capital plan for the subsequent five years. As part of this process, Town Administration provides oversight and due diligence to ensure we are good stewards of the funding provided by the community, and that the acquisition of these assets are prioritized to meet the operational needs of the Town while at the same time living within our financial means. The capital plan and capital budget are presented and vetted through our Finance Committee and Select Board to assure the public of those efforts and to ensure the requests meet town goals and objectives and are in the community's interest. Both the Select Board and Finance Committee provide their recommendation to Town Meeting in this regard.

Department Heads play a key role in developing the long-term capital plan and in identifying capital needs for the upcoming capital budget. By working together, Department Heads, Town Administration, elected and appointed officials can develop a plan that can be supported by our community. Some of the benefits of a properly developed and vetted CIP include:

- Coordination between capital needs, operating budgets, and operational impacts.
- Enhanced credit rating, stability of the tax rate, and avoidance of dramatic shifts in debt service requirements.
- Identification of the most economical means of financing capital projects
- Increased opportunities for obtaining federal, state, or grant funding
- Coordination of public facilities with other development and redevelopment policies and plans.
- Opportunity to focus attention on community objectives and fiscal capacity
- An informed community that is aware of our future needs and projects and how those align with our strategic and other plans.
- Ability to coordinate with our neighbors to reduce duplication
- An improved project planning and design effort to ensure we achieve community goals in an efficient and cost-effective manner.

The enclosed Capital Plan & Budget Guidelines provides department heads with the information needed to prepare a complete capital plan as well as to provide the detail information needed to properly consider, analyze and prioritize requests for funding by Town Meeting. If there are any questions regarding the capital planning process or the capital budget, please contact Rich Bienvenue at rbienvenue@eastham-ma.gov

- a. Capital Budget Instructions (pages 2-6)
- b. Fleet Assessment Guidelines (pages 7-9)
- c. Capital Request Submission Form Instructions (pages 10-13)

TOWN OF WELLFLEET, MASSACHUSETTS
CAPITAL IMPROVEMENT PLAN & CAPITAL BUDGET INSTRUCTIONS
FISCAL YEAR 2025

Capital Budget Guidelines

Town departments are provided with an annual operating budget to pay for the day-to-day costs of running their operations. These include salaries and expenses for expendable items typically consumed in those activities and within the town's fiscal year. Costs associated with acquiring non-expendable supplies or equipment (assets) with a useful life (or financial impact) of greater than one year, and with a cost exceeding \$5,000 are provided through a capital budget. These items include department equipment and vehicles, as well as facilities, infrastructure and major repairs and renovations.

All capital budget items must appear on the Town-wide Capital Plan which indicates the planned replacement of all town assets and estimates the associated costs. To this end, each department has been provided with materials related to the Town's capital planning and budget process. These include:

- Capital Improvement Program - Introduction
- An Introduction to Fleet Inventory Replacement Guidelines
- Fleet Asset Condition Assessment Guidelines
- Fleet Asset Inventory List
- Capital Plan Template
- Capital Budget Request Submission Form
- Instructions for Completing the Capital Budget Request Submission Form

Please use these materials to document your department's capital needs in the upcoming years using the following guidelines. As you move through the capital planning process, it is expected that there will be questions or uncertainties – meet frequently with Town Administration and our Finance team to address these questions and to ensure we are providing a complete plan, properly addressing timing and funding considerations, and providing the information necessary to properly evaluate and prioritize your funding requests.

The following procedures should be undertaken with a first draft provided/uploaded to your Budget Share File no later than September 15, 2023.

Fleet (vehicle) assets

Update your department's fleet asset inventory list. Include all vehicles, heavy equipment, trailers, and other rolling stock – *please ensure this listing is complete!* This information will be used to help provide a complete capital plan and to ensure all rolling stock is properly registered and insured. In addition, providing the information requested on the inventory list allows us to update the vehicle condition assessments and keep track of that condition over time. Furthermore, some of the information requested is necessary for us to meet reporting requirements required for our participation in the Green Communities program.

- Update information related to existing fleet inventory by completing the departments fleet inventory spreadsheet – the input fields are self-explanatory. Finance Department staff will validate the data and update the inventory listing as appropriate and communicate any changes back to you. **Those columns shaded green require your input. Do not enter information in those cells shaded red, these are pre-formulated.**
- For the “Function” field, use the most appropriate selection from the drop-down menu that best describes the intensity of use for that vehicle on a scale from 1 – 5. Selecting “admin” function is the least intensive use (a value of 1) and is appropriate for most passenger vehicles. A passenger vehicle that also performs additional operational functions may be appropriate for the “Utility” selection to indicate a higher intensity of use. A police department patrol vehicle “patrol” represents the highest intensity of use (a value of 5). Trailers and related type fleet equipment should use the “FleetEquip” function.
- Depending on how the vehicle is used enter either odometer mileage or engine hours (the most appropriate), not both. Typically, passenger cars and trucks will use mileage, heavy equipment will use engine hours.
- FEV (Fuel Efficient Vehicle) Policy Exempt field can be left blank – will be completed by Finance.
- Condition Assessment points will auto generate from prior data entry except for those **highlighted green** – these are more subjective and require you to enter a value between 1 and 5 based upon the Fleet Asset Condition Assessment Guidelines.
- The condition assessment for each vehicle will update automatically and is color coded depending upon the information that is entered. This should assist you in further completing your department's capital replacement plan, in others that are charged with evaluating and recommending your requests.

When updating the fleet inventory list, also consider opportunities to “right-size” your department's fleet assets. Would a different mix of vehicles or equipment improve operations or be more cost-efficient? These considerations should be applied when completing the capital plan and replacement of fleet inventory.

Preparation of your 5-Year Capital Plan

The capital plan template provides space to list departmental assets by four (4) broad categories:

1. Facilities and Land; 2. Infrastructure; 3. Fleet Inventory; 4. Equipment. Update this template to **include all assets for which your department is responsible**, regardless of whether the asset is slated for replacement in the next five years.

Assets planned for replacement in the next five years should include an estimated amount in the year the purchase/replacement is anticipated. Significant assets (estimated over \$100,000) that are anticipated to be purchased/replaced, etc. in years 6-10 should include a “placeholder” amount in the *Thereafter* column to identify a significant purchase/investment is on the horizon.

- Ensure the fleet inventory listed on the Capital Plan matches those listed on the Fleet Inventory Listing.

For those assets identified for replacement in the upcoming five-year plan, please select an appropriate “classification” from the drop-down menu to indicate the type of expenditure expected. These options are:

Routine maintenance; extraordinary maintenance; Renovation/Construction; Planning/Engineering; Acquisition; Stewardship; Vehicles; Heavy Equipment; Operational Equipment; Computer Hardware; Software/Applications.

In addition to providing an estimated amount for each capital item on the five-year plan, also indicate the anticipated funding source for each item to the best of your ability. Potential funding sources are indicated on a drop-down menu and are defined at the bottom of the Capital Plan template in the section entitled *Anticipated Funding Sources*. Please consult with the Finance Director with questions on potential funding sources. If you are unclear as to the funding source, please label the source as “other.”

Although we ask that you identify a funding source for each item in the five-year plan. **Do not complete the Anticipated Funding Source section at the bottom of the template** – Finance Department staff will finalize this section after reviewing drafts of your submissions with each department and the Town Administrator.

In addition to each departmental capital plan, we also prepare a town-wide maintenance & repair plan, a town-wide infrastructure plan, and a town-wide technology plan. Accordingly, most requests for building maintenance (routine & extraordinary) and infrastructure should be referred to the DPW Director for evaluation and placement on the town-wide plan. Most requests (some exceptions for department specific operational applications) for technology hardware and software should be referred to the IT Director for inclusion in the town-wide technology plan. New facilities, additions, major renovations, or infrastructure can be retained by the Department, at least through the conceptual and planning phase.

General Guidelines for placement of asset funding on the Capital Plan:

- Assets not listed on a previous Capital Plan typically do not appear for potential funding in the five-year plan.
- Typically, those assets listed as “thereafter” will first move into the five-year plan in year 5.
- Typically, requests for funding assets in the upcoming years Capital Budget will have previously appeared in the Capital Plan in years 1 through 3 – movement of assets between these years is acceptable based upon your annual assessment of need and an ongoing/updated condition assessment of your assets.
- **Requests included in FY 2025 are those assets that are being recommended for funding in the FY 2025 Capital Budget and should be ready for submittal, review, and submission to Town Meeting.**

Capital Budget Requests

For those items listed on the Capital Plan for the upcoming fiscal year, complete a Capital Budget Submission Form for each request. Please follow the separate instructions on how to complete this form, which include your prioritization of need and justifications for the request. **The Capital Budget Request Form is not required for those items not requested to be funded in the upcoming year.**

All Capital Budget Request will be evaluated and prioritized by Town Administration based upon your submission forms, and subsequent follow-up and supplemental information. These forms will also serve as a basis for review by the Finance Committee and Select Board as part of their consideration of budget requests and ultimately for their recommendation to the Town Meeting.

Please contact the Finance Director for assistance in completing these forms, if needed.

TOWN OF WELFLEET, MASSACHUSETTS
FLEET INVENTORY (VEHCILES) INSTRUCTIONS & GUIDELINES
FISCAL YEAR 2025

TOWN OF WELFLEET, MASSACHUSETTS
FLEET INVENTORY REPLACEMENT GUIDELINES

Reliable vehicles and equipment maintained in good working order are essential for each of our department's operations and activities. Vehicles and equipment that break down frequently due to age or excessive use interfere with workforce planning and can lead to disrupted services. Equipment may become obsolete or difficult to maintain. Good, working equipment is also an important factor in maintaining employee morale and productivity. When maintenance costs, downtime and inefficiency become excessive and detract from the organization's ability to function effectively, a viable and comprehensive replacement program is needed to ensure vehicles and equipment are replaced at an optimum time.

Community demand for services creates the need for fleet vehicles and equipment. A sustainable, effective, and supported fleet replacement program provides those citizens with the best value for their tax dollars. Good stewardship of our community's tax dollars requires that department managers continuously evaluate the need for the vehicles and equipment maintained in our fleet to ensure it is "right sized" for our current and projected needs. Additionally, having a basis for completing a vehicle and equipment condition assessment is important to ensure that we only replace vehicle assets at an optimum time to minimize our total cost of ownership.

Some of the symptoms of an ineffective fleet replacement program that department managers should consider include:

- Aging fleet requires frequent repairs, more costly repairs limiting the ability to do planned maintenance.
- Over and under-utilized units
- Inventory of decommissioned (reserve) units retained for back-up service or parts
- Assets are sold for low residual returns
- No one knows when a fleet asset will be replaced, resulting in funds being spent on maintenance rather than replacement.
- Unavailability of funds for replacement assets which impacts operations
- Complaints from operators about poor function, dependability, or safety concerns
- Staffing changes to provide for servicing of fleet assets

To assist and inform the fleet replacement program and the capital planning process, the Town of Wellfleet has adopted guidelines developed by the American Public Works Association for Planned Fleet Replacement. These guidelines should be considered when finalizing and prioritizing capital requests and are required to be updated for all fleet assets being proposed for funding to Town Meeting.

The attached assessment guidelines indicate the grading process for fleet vehicles and the resulting condition assessments. Please update the information in the annual fleet inventory listing to ensure it is as up to date and accurate as possible so we may properly assess our fleet replacement needs. In addition, as part of submitting your department's capital plan, document your considerations regarding the rightsizing of your department's fleet inventory.

TOWN OF WELLFLEET, MASSACHUSETTS
FLEET ASSET CONDITION ASSESSEMENT GUIDELINES

FACTOR	POINTS
Age	One point for each year of age, based upon in-service date
Miles/Hours	One point for each 10,000 miles of use or 1,000 engine hours
Type of Service	1 - 5 points are assigned based on the type of service the fleet asset receives. A police patrol vehicle is a 5 because of its intensive use. An administrative vehicle is a 1.
Reliability	Points are assigned depending on the frequency that a vehicle is in the shop for repair. 1 In repair on average once every three months, or less 2 3 In repair on average once per month 4 5 In repair on average two or more times per month
Maint & Repair Costs	1 - 5 points are assigned based on total life M&R costs (excluding accident damage). 1 Lifetime M&R costs less than 20% of the vehicle purchase price 2 3 Lifetime M&R costs greater than 60% of the vehicle purchase price 4 5 Lifetime M&R costs greater than vehicle purchase price
Condition assessment	Subjective factor taking into consideration body and interior condition, rust, accident history, anticipated repairs, etc. 1 Good 2 3 Fair 4 5 Poor

ASSESSMENT OF TOTAL POINTS	
Under 18 points	Excellent condition
18 - 22 points	Good condition
23 - 27 points	Qualifies for replacement
28 points and above	Needs immediate consideration

Date of Update:																CONDITION ASSESSMENT (POINTS)								
Department	Model	Year	Manufacturer	Make/Model	VIN #	Plate #	Est. Cost New	Expected Max Life (Years)	In-Service Date	Years in Service	Function	Drive System	GVW	FEV Policy Exempt	Combined MPG	Miles	Engine Hours	Age	Miles/Hours	Type of Service	Reliability	M&R Costs	Condition	Total Points
EXAMPLE 1	2012	FORD	SAMPLE VEHICLE	54646546465	XDF-349	\$40,000	8	7/1/13	10	Utility	2WD	6,000		20	63,400	10	6	3	3	2	3	27		
EXAMPLE 2	2019	FORD	INTERCEPTOR	54666666558	FLT-123	\$54,000	5	1/1/20	3	Patrol	AWL Other	5,000		24	42,000	3	4	5	2	2	2	18		
								7/1/22	1							1	FALSE	FALSE				1		
								7/1/22	1							1	FALSE	FALSE				1		
								7/1/22	1							1	FALSE	FALSE				1		
								7/1/22	1							1	FALSE	FALSE				1		
								7/1/22	1							1	FALSE	FALSE				1		

EXAMPLE - NOT FOR USE

TOWN OF WELFLEET, MASSACHUSETTS
CAPITAL REQUEST SUBMISSION FORM INSTRUCTIONS
FISCAL YEAR 2025

(Note: Only complete the CRS Form for items requesting funding in FY 2025)

INSTRUCTIONS FOR COMPLETING THE CAPITAL REQUEST SUBMISSION FORM

The Capital Request Submission Form is used to document and summarize information pertaining to requests for funding from the Town Capital Improvement & Maintenance Plan in the upcoming fiscal year. All requests submitted for funding consideration should prepare this form. Town Administration will review these requests for need and prioritize for funding within the annual Capital Plan article, or for other approvals/funding, if necessary.

This form is in an excel workbook. The first sheet of the workbook is the form template – please type the requested information in each of the designated areas. The second sheet of the workbook contains the lists to populate template drop-down menus – do not change these lists. Save each request as a separate excel file.

FORM HEADER

Complete the header of the request form using the following as a guideline:

Request Title: Provide a sufficiently descriptive title. If the request is part of a multi-year or multi-phase request, this should clearly be identified in the title.

Amount: Provide a cost estimate for the request. Be prepared to discuss what is included in this request, the narrative description should describe the basis of the estimate and what it includes (or doesn't) i.e. purchase of a piece of equipment, but not the installation, or that the estimated cost is all inclusive.

New/Replace/Addition: Select an appropriate classification from the drop-down menu.

New	Represents a request for an item that does not currently exist in the Town's inventory or Capital Plan.
Replacement	Represents a request for an item to replace existing assets. This also includes requests for departmental routine, recurring replacement programs.
Addition	Represents a request for item that is in addition, or an improvement to, an existing asset. i.e. building of additional office space to existing building or additional module or functionality to an existing software application.
Maintenance	Represent requests for extraordinary, or non-routine maintenance outside of a departmental operating budget to maintain or repair existing town assets.

Department: Select the appropriate department from the drop-down menu. Department Heads are responsible for responding to all information pertaining to requests of their department.

Type: Select the appropriate type of request from the drop-down menu.

Land	Open space or conservation land for municipal use.
Facilities	Includes buildings and operating facilities (i.e. transfer station) as well as non-vertical structures (i.e. parks, playgrounds, beach facilities).
Infrastructure	Includes water mains, sewers, storm-water systems, roadways, sidewalks and the like.
Vehicles	Includes all rolling stock including administrative vehicles, police and fire vehicles, DPW heavy equipment (i.e. loaders), trailers, boats and the like.
Equipment	Includes departmental equipment used in operations, such as computer hardware, network equipment, and applications; hose, breathing apparatus, recreation equipment, diagnostic tools and the like.

INSTRUCTIONS FOR COMPLETING THE CAPITAL REQUEST SUBMISSION FORM

Classification: Select the appropriate classification from the drop-down menu. The options for these drop-downs change depending upon the entry made for the request Type but are self-evident.

Category: Categorize this request using the drop-down menu and the following characterizations:

I. Imperative	Must do – projects cannot reasonably be postponed in order to avoid harmful or otherwise undesirable consequences. <ul style="list-style-type: none"> a. Corrects a condition immediately dangerous to public health or safety b. Satisfies a legal, regulatory or statutory obligation or requirement c. Alleviates an emergency service disruption or deficiency d. Prevents irreparable damage to a valuable public facility
II. Essential	Should do – Projects that address clearly demonstrated needs or objectives. <ul style="list-style-type: none"> a. Rehabilitates or replaces an obsolete public facility or attachment thereto b. Stimulates economic growth and private capital investment c. Reduces future operating and maintenance costs d. Leverages available state or federal funding
III. Important	Could do – Projects that benefit the community but may be delayed without detrimental effects to basic services. <ul style="list-style-type: none"> a. Provides a new or expanded level of service b. Promotes intergovernmental cooperation c. Reduces energy consumption d. Enhances educational, cultural, or natural resources
IV. Desirable	Nice to do – Desirable projects that are not included within a two-year program because of funding limitations.

Priority: Assign a numeric priority ranking for this request for your departmental operation. Priority rankings should be in order of importance of all the requests. If there are more than one high priority requests, feel free to add an additional modifier to indicate the requests relative importance. i.e. 1a vs. 1b, etc.

DESCRIPTION FIELD

Provide a basic description of the proposed project or purchase. Include:

- Location, type of building/facility, intended use(s), expected useful life
- Project/purchase timeline and if any time constraints or deadlines are involved
- Basis for cost estimate and the primary cost drivers
- Stakeholders involved

Provide additional attachments as necessary.

INSTRUCTIONS FOR COMPLETING THE CAPITAL REQUEST SUBMISSION FORM

For multi-year or multi-phase projects clearly identify which phase of the project this request covers and the timelines and anticipated costs of the remainder of the project and whether those need to be completed as a result of this request or could be further deferred.

BENEFITS/IMPACTS

Provide your justification for the request in this area. Highlight the specific benefits that will directly result from completing the request. These details may depend on the chosen priority level. For instance, if the request is for an enhancement, you should fully describe all new benefits the request offers, including cost savings and efficiencies. Just as importantly, state how the project will benefit community and administrative stakeholders. You should also explain what will happen if the request is not approved by fully describing the potential consequences to the community. This information is particularly important for projects categorized as “imperative” or “essential.”

JUSTIFICATION

Succinctly summarize in one or two sentences the important element(s) of your request explained in the benefits/impacts section above.

OPERATING BUDGET IMPACT

Explain the requests' temporary and/or long-term impact on the operating budget. Oftentimes, capital requests can result in either new, or additional operating costs. Some may only be necessary for a project's duration (i.e. increased use of one facility while another is renovated). Others may be longer lasting, such as a new facility resulting in increased (or decreased) energy costs, or a need to hire additional personnel.

In addition to your narrative description, if possible, estimate and assign a dollar value to the impacts to the operating budget and indicate if these are one-time impacts, or annually recurring impacts.

FUNDING

Provide your recommended funding source for this request. Also, indicate if non-taxpayer support is available for this request (i.e. grant or other available fund). If so, discuss attempts to secure that funding and whether or not those attempts were successful. Some requests could also be funded through the imposition of local option fees and if those are available, or reasonable to impose, this should also be discussed. If other funds are available, but not recommended as a funding source, please explain why. Some of the typical funding sources available to provide funding for the Capital Plan include:

Tax levy; Free Cash; Stabilization Funds; Ambulance Receipts Fund; Cable Franchise Fee Fund; C&I Water Protection Trust; Bond Issuance; Lease programs; Local option revenues; State Chapter 90 allocations; Grant programs – such as Green Communities Program, Community Compact Program, PARC funds; Assistance to Firefighters Grant, to name just a few.

TOWN OF WELLFLEET, MASSACHUSETTS
CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM
CAPITAL REQUEST SUBMISSION FORM - Fiscal Year 2025

Request Title:		Amount:		New/ Replace/ Addition	
Department:	Type:	Classification:	Category:	Priority:	

DESCRIPTION: *Provide a project description, including an overview of its timeline, location(s), stakeholders, cost drivers, supporting detail and expected useful life.*

BENEFITS/IMPACTS: *Highlight project benefits, including efficiencies created, service enhancements, cost savomgs, Select Board/Strategic Goals achieved. Describe short and long-term consequences of not completing the project.*

SAMPLE - NOT FOR USE

JUSTIFICATION: *Succinctly summarize your request and statement of need.*

OPERATING BUDGET IMPACT: *Describe how this request/project impacts operating budgets. i.e. Does it increase/reduce energy costs? Reduce current maintenance, staffing, or support costs?*

FUNDING: *Describe how you anticipate funding this request. Are there any grant opportunities available and have we pursued those options?*

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 2: Town-Wide Infrastructure Improvement Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 3: Town-Wide Building Maintenance & Replacement Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

TOWN-WIDE BUILDINGS & FACILITIES MAINTENANCE & REPLACEMENT PLAN

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Department	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030		Thereafter
			Amount	Source	Amount	Source	Amount	Source	Amount	Source	Amount	Source	Amount	Source	Amount
FACILITIES AND LAND															
TOWN HALL															
HVAC & Mechanical Systems									60,000	FC					
Electrical Systems															
Plumbing Systems															
Alarms, Fire Suppression, and Control Systems															
Exterior Walls, Siding & Bldg Envelope					200,000	BI									
Interior Construction & Finishes							60,000	FC							
Lighting															
Flooring															20,000
Painting					25,000	BI									
Windows and Doors			60,000	FC											
Roof Systems and Components										60,000	FC				
Generator and Back-Up Systems															40,000
Elevators and Lifts										50,000	FC				
Accessibility Upgrades															
Grounds and Parking Areas									50,000	FC					
Septic/Wastewater Treatment Systems															
Other Maintenance & Repairs															
Subtotal Town Hall Facility Plan			60,000		225,000		60,000		110,000		110,000				60,000
SENIOR CENTER															
HVAC & Mechanical Systems							50,000								
Electrical Systems															
Plumbing Systems															
Alarms, Fire Suppression, and Control Systems															
Exterior Walls, Siding & Bldg Envelope															
Interior Construction & Finishes															
Lighting															
Flooring															
Painting															
Windows and Doors									200,000	BI					
Roof Systems and Components															300,000
Generator and Back-Up Systems			30,000	FC											
Elevators and Lifts															
Accessibility Upgrades															
Grounds and Parking Areas					20,000	BI									
Septic/Wastewater Treatment Systems															
Other Maintenance & Repairs															
Subtotal Senior Center Facility Plan			30,000		20,000		50,000		200,000						300,000
DPW FACILITY															
HVAC & Mechanical Systems							15,000								
Electrical Systems															
Plumbing Systems															
Alarms, Fire Suppression, and Control Systems															
Exterior Walls, Siding & Bldg Envelope															
Interior Construction & Finishes							100,000								
Lighting															
Flooring									50,000						
Painting															
Windows and Doors			50,000	FC			60,000								100,000
Roof Systems and Components															
Generator and Back-Up Systems			12,000	FC											
Elevators and Lifts												50,000	FC		

TOWN OF WELFLEET, MASSACHUSETTS

TOWN-WIDE BUILDINGS & FACILITIES MAINTENANCE & REPLACEMENT PLAN

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Department	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030		Thereafter
			Amount	Source	Amount	Source	Amount	Source	Amount	Source	Amount	Source	Amount	Source	Amount
Subtotal Burton Baker Beach Facilities Plan															
DUCK HARBOR BEACH & LANDING															
Beach															
Landing															
Parking area															
Fencing															
Bathhouse															
Utilities															
Other Maintenance & Repairs															
Subtotal Duck Harbor Landing Facilities Plan															
INDIAN NECK/NAUSET RD. BEACH & LANDING															
Beach															
Landing															
Parking area															
Fencing															
Bathhouse															
Utilities															
Other Maintenance & Repairs															
Subtotal Nauset Rd. Landing Facilities Plan															
MISC. LAND, PARKS & CEMETARY FACILITIES															
Pleasant Hill Cemetery															
Duck Harbor Cemetery															
Lt. Island Landing															
General Land Stewardship & Management															
Subtotal Misc.Land, Parks & Cemeteries Facilities Plan															
TOTAL BUILDING MAINT & REPLACEMENT CAPITAL PLAN EXPENDITURE AMOUNTS			1,963,000		752,500		1,302,000		1,341,500		561,500		175,000		872,500

ANTICIPATED FUNDING SOURCES

(Cl) Capital Levy (Recurring)															
(CEX) Capital Levy Exclusion															
(B) Bond Issuance															
(L) Lease Issuance															
(FC) Free Cash															
(CPA) Community Preservation Act															
(AF) Ambulance Fund															
(CF) Cable Fund															
(Ch90) Chapter 90 Funds															
(DAF) Other Available Fund															
(Grt) Grant															
Other															
TOTAL ANTICIPATED FUNDING															
Capital Plan Funding Surplus (Deficit)			(1,963,000)		(752,500)		(1,302,000)		(1,341,500)		(561,500)		(175,000)		(872,500)

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 4: Administration & General Government Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 5: Town Clerk Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 6: Technology Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 7: Community Development Departments Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 8: Inspectional Services Departments Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 9: Public Works Department Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELFLEET, MASSACHUSETTS

PUBLIC WORKS DEPARTMENT

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	DEPT.	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030		Thereafter
			Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount
FACILITIES AND LAND															
(See Facilities Plan)															
Subtotal Facilities & Land			-		-		-		-		-		-		-
INFRASTRUCTURE															
(See Infrastructure Plan)															
Subtotal Infrastructure			-		-		-		-		-		-		-
FLEET INVENTORY (VEHICLES)															
Fleet Replacement Program			150,000	FC	80,000	CL	80,000	CL	80,000	CL	80,000	CL	80,000	CL	400,000
TS	1995 Tractor	Heavy Equip													
TS	1979 Tractor	Heavy Equip	35,000	FC											
TS	2019 Loader	Heavy Equip													
TS	2006 Refuse Trailer	Heavy Equip			140,000	FC									
TS	2008 Refuse Trailer (OFF ROAD)	Heavy Equip					150,000	FC							
TS	2015 Refuse Trailer	Heavy Equip													
TS	2019 Refuse Trailer	Heavy Equip													
TS	2020 Refuse Trailer	Heavy Equip													
TS	2001 Roll Off	Heavy Equip													
TS	2024 MACK ROLL OFF	Heavy Equip													
TS	2015 Excavator	Heavy Equip													
TS	2022 Backhoe	Heavy Equip													
TS	Message board	Opreational E													
Hw	2000 Tractor Peterbilt to haul trash	Vehicles									100,000	FC			
Hw	2001 6-Wheel Truck (10) on order already	Vehicles													
Hw	2006 6-Wheel Truck (12)	Vehicles							200,000	Ch90					
Hw	2021 6-Wheel Truck (11)	Vehicles													
Hw	2003 10-Wheeler	Vehicles											300,000	Ch90	
Hw	1999 Small Trailer	Opreational E					15,000	FC							
Hw	2005 Interstate Trailer	Opreational E							40,000	FC					

TOWN OF WELLFLEET, MASSACHUSETTS

PUBLIC WORKS DEPARTMENT

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	DEPT.	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030		Thereafter			
			Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount			
Hw 2005 Bandit Trailer	Opreational E	DPW													40,000			
Hw 2013 Loadrite Trailer	Opreational E	DPW																
Hw 2013 Carmate Trailer	Opreational E	DPW																
Hw 2015 Loadrite Trailer	Opreational E	DPW																
Hw 2019 Bigtow Trailer	Opreational E	DPW																
Hw 2006 Grader	Heavy Equip	DPW													140,000			
Hw 2008 John Deere Flail Mower	Opreational E	DPW													70,000			
Hw 2019 Street Sweeper	Heavy Equip	DPW																
Hw 2023 Mini Excavator	Heavy Equip	DPW																
Hv 2022 John Deere Loader	Heavy Equip	DPW																
Hv 2015 John Deere Farm Tractor	Heavy Equip	DPW																
Subtotal Fleet Inventory			185,000		220,000			245,000			320,000			180,000		380,000	650,000	
EQUIPMENT																		
DPW Equipment Replacement Program	Operational E	DPW	35,000	CL	35,000	CL	35,000	CL	35,000	CL	35,000	CL	35,000	CL	35,000	CL	175,000	
Transfer Station Equipment Replacement Prg.	Heavy Equip	DPW	22,000	CL	22,000	CL	22,000	CL	22,000	CL	22,000	CL	22,000	CL	22,000	CL	110,000	
Transfer Station Scale																	100,000	
Transfer Station Compactor 1																	100,000	
Transfer Station Compactor 2																	100,000	
Transfer Station Compactor 3																	100,000	
Subtotal Equipment			57,000		57,000			57,000			57,000			57,000			57,000	685,000
TOTAL CAPITAL PLAN EXPENDITURE AMOUNTS			242,000		277,000			302,000			377,000			237,000			437,000	1,335,000

TOWN OF WELLFLEET, MASSACHUSETTS
CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM
CAPITAL REQUEST SUBMISSION FORM - Fiscal Year 2025

Request Title:	Replacement of 1979 Transfer Station Tractor	Amount:	35,000	New/ Replace/ Addition	Replacement
Department:	DPW - Sanitation	Type:	Vehicles	Classification:	Heavy Equipment
				Category:	I. Imperative
Priority:					

DESCRIPTION: *Provide a project description, including an overview of its timeline, location(s), stakeholders, cost drivers, supporting detail and expected useful life.*

The current yard tractor that we utilize to change out the refuse trailers is beyond it's serviceable life. It is a 1979 with transmission failure and major rust. It is unsafe to continue using it.

BENEFITS/IMPACTS: *Highlight project benefits, including efficiencies created, service enhancements, cost savomgs, Select Board/Strategic Goals achieved. Describe short and long-term consequences of not completing the project.*

Improve safety and efficiency of transfer station operations

JUSTIFICATION: *Succinctly summarize your request and statement of need.*

We have made good use out of the existing tractor, but it is in need of replacement due to it's age.

OPERATING BUDGET IMPACT: *Describe how this request/project impacts operating budgets. i.e. Does it increase/reduce energy costs? Reduce current maintenance, staffing, or support costs?*

This will not affect the DPW operating budget as it will be taken from free cash.

FUNDING: *Describe how you anticipate funding this request. Are there any grant opportunities available and have we pursued those options?*

Free Cash. No grant opportunities that we are aware of.

TOWN OF WELLFLEET, MASSACHUSETTS - Public Works Department Fleet Replacement Program
Summary

DPW maintains a fleet of 10 utility/duty vehicles as indicated in the departments fleet inventory listing. These vehicles are replaced on a periodic cycle on a regular basis and are good candidates for a replacement program due to the operational needs and impact. DPW staff provides for a high level of maintenance and care to fleet vehicles which have historically prolonged useful life of these assets and reduced the amount of turnover of the fleet over time.

1/2 Ton Pick-up Utility Vehicles

DPW has 5 light duty vehicles used by staff. These are assumed to have an estimated life of 10 years and a cost of \$60,000 each for a 10 year cost of \$300,000, or 30,000 annually.

1 Ton Duty Vehicles

DPW has 3 1 ton trucks used by staff and operations. These are assumed to have an estimated life of 10 years and a cost of \$110,000. In addition, there is 1 3/4 ton with a cost of 75,000. Total 10 year replacement cost is \$405,000, or \$40,500 annually

Other Vehicles

DPW has 1 transit utility vehicle used by maintenance staff. Estimate 10 year life and costs of \$50,000 for a \$5,000 annual program cost.

5 Year Cost Calculation:

1/2 Ton utility vehicles \$30,000 annually; 1-ton duty vehicles \$40,500 annually + 5000 = 75,500 annually. Round to \$80k

TOWN OF WELLFLEET, MASSACHUSETTS - Public Works Department Equipment Replacement Program

Summary	The public works department has an ongoing need for various equipment that is operational in nature and has an ongoing need for replacement. These items are good candidates for an equipment replacement program that can be evenly applied over each year and be available when needed. Categories of assets/need are identified below.
Transfer Station Equipment Replacement Program	Consists of 30 CY & 40 CY Roll off containers (11) with an average cost of \$40,000 and 20 year life. Replacement rate over ten year cycle is $10/20 = .5 * 11 \text{ units} = 5.5$ per 10 year cycle * 40k per unit for a total of 220,000, or \$22,000 annually.
Public Works Equipment Replacement Program	See Calculations below (excludes plow kits which are typically purchased with the vehicle)
Sanders	Estimate 4 (5CY) large sanders, 5 (2-3 CY) smaller sanders with average cost of \$25,000 for large and \$7,500 for small and a 10 year life. Results in 10-year cycle cost of \$137,500, or \$13,750 annually. (\$13k)
Message Boards	Currently 1 message boards in inventory. These have a life of 15 years and cost of 25,000 each. Over a 10 year cycle there would be $10/15 = .666$ replacements *3 = 2 * 2500 cost = 50k for cycle, or \$5,000 annually.
Roadside Mowers	Consists of 3 sit down mowers with an 7 year life and \$20k cost, resulting in $10/7 = 1.43$ replacements *3 = 4.3 replacements over a 10 year cycle for a total cost of \$86,000, or \$8.6 annually. (\$8.5k)
Equipment	Consists of several 10 year life assets: 2 Flail mower attachments at a average cost of \$5,000; 2 angle brooms for loaders (\$15,000 each); Wood Chipper (5,000); 4 wheeler for sidewalk plowing (10,000); Paint Machine (\$20,000); Asphalt Cutter and Roller (\$8,000). Total 10 year replacement cost for these assets = \$83,000. Round up to \$8,500 annually.
5 Year Cost Calculation:	Sanders 13,000+ Message Boards 5,000+ Mowers 8,500 + Equipment 8,500 = Total of \$35,000 annually

Date of Update		CONDITION ASSESSMENT (POINTS)																						
Department	Model	Year	Manufacturer	Make/Model	VIN #	Plate #	Expected				Function	Drive System	FEV			Miles	Engine Hours	Age	Miles/Hours	Type of Service	Reliability	M&R Costs	Condition	Total Points
							Est. Cost	Max Life (Years)	In-Service Date	Years in Service			Policy Exempt	Combine d MPG										
TS DPW (15)	1995	FREIGHTLINER	FLD 120	DUMP TRUCK	1FUYSY85SH465163	M49222	\$80,000	25	7/1/95	28	HeavyEquip				100,000		28	0	3	5	5	5	55	
TS DPW (L-2)	2019	JOHN DEERE	LOADER		1DW544LZKKF701463	M77475	\$142,000	15	7/1/19	4	HeavyEquip				50,000	4,000	4	4	3				17	
H DPW	1999	LOADRITE	TRAILER		5A4PN3J11X200003	M60925	\$30,000	20	7/1/99	24	HeavyEquip				1		24	0	3				21	
H DPW (14)	2000	PETERBILT	TRACTOR		1XP5D69X3YNS21689	M88812	\$80,000	25	7/1/00	23	HeavyEquip				200,000		23	12	3				38	
H DPW	2021	MAK	6 WHEELER		1M2GR1ACXMM001427		\$180,000	25	7/1/21	2	HeavyEquip				5,000		2	0	3				5	
H DPW (10)	2001	PETERBILT	6 WHEELER		2NPNHZ8X61M560297	M73358	\$180,000	25	7/1/01	23	HeavyEquip				200,000		22	12	3				37	
H DPW	1999	LOADRITE	TRAILER		110650103	M61937	\$15,000	20	7/1/99	24	HeavyEquip				1		24	0	3				27	
H DPW (13)	2003	PETERBILT	6 WHEELER		1NPA60X83N586605	M68906	\$300,000	25	7/1/03	20	HeavyEquip				250,000		20	12	3				35	
TS DPW (TS)	1979	PETERBILT	TRACTOR		26310P	M69363	\$80,000	25	7/1/79	44	HeavyEquip				250,000		44	12	3				59	
TS DPW	2020	SPECTEC	REFUSE TRAILER		1S9WS4529LS18037		\$140,000	20	7/1/20	3	HeavyEquip				1		3	0	3				6	
RP DPW (6 DON) its off road	2004	CHEVY	SILVERADO	CHASSIS	1GBHK24UX4E358189	M71955	\$60,000	10	7/1/04	19	HeavyEquip				80,000		19	7	3				29	
RP DPW (Building)	2020	FORD	F250		1FT7W2B64LEC30593	M97069	\$60,000	10	7/1/20	3	HeavyEquip				20,000		3	1	3				7	
H DPW	2005	BANDIT	TRAILER		4FMUS1515R020757	M74421	\$40,000	20	7/1/05	18	HeavyEquip				1		18	0	3				21	
RP DPW (Flatbed Old #2)	2004	CHEVY	SILVERADO		1GCHK242X4E294309	M73359	\$60,000	10	7/1/04	19	HeavyEquip				80,000		19	7	3				29	
H DPW (12)	2006	PETERBILT	6 WHEELER		2NPLH28X16M656482	M72855	\$180,000	25	7/1/06	17	HeavyEquip				100,000		17	9	3				29	
H DPW	2005	INTERSTATE	TRAILER		1JKDLA40X5M006593	M74403	\$15,000	20	7/1/05	18	HeavyEquip				1		18	0	3				21	
H DPW	2006	CHAMPION	GRADER CR5		C86C2706497	M72581	\$140,000	25	7/1/06	17	HeavyEquip				50,000	4,000	17	4	3				24	
H DPW	2008	JOHN DEERE	Flail Mower		LV5525R454375	M78429	\$70,000	20	7/1/08	15	HeavyEquip				1		15	0	3				18	
TS DPW (off road)	2008	SPECTEC	REFUSE TRAILER		1S9WS45259S188254	M77473	\$140,000	20	7/1/08	15	HeavyEquip				1		15	0	3				18	
H DPW (23)	2019	FREIGHTLINER	STREET SWEEPER		1FVACXFC9KHT1509	M81597	\$250,000	25	7/1/19	4	HeavyEquip				25,000	2,000	4	2	3				9	
H DPW (no plates at TS)	2013	CARBONATE	TRAILER		5A3CG1251DL000035	M86277	\$15,000	20	7/1/13	10	HeavyEquip				1		10	0	3				13	
RP DPW (Old #3 Petes puttir	2012	FORD	F450		1FDUF4HT4CEB43459	M1536A	\$110,000	10	7/1/12	11	HeavyEquip				60,000		11	5	3				19	
H DPW	2013	LOADRITE	TRAILER		10224	M86381	\$15,000	20	7/1/13	10	HeavyEquip				1		10	0	3				13	
TS DPW	2001	MAK	ROLL OFF		1M20270C31M061652	M90137	\$250,000	25	7/1/01	22	HeavyEquip				300,000		22	12	3				37	
RP DPW (#2 Titanic)	2014	FORD	F350		1FT8W3BT2E6A60785	M89580	\$75,000	10	7/1/14	9	HeavyEquip				60,000		9	5	3				17	
RP DPW (9)	2015	FORD	F550		1FDUF5HT3FEB95871	M91463	\$110,000	10	7/1/15	8	HeavyEquip				60,000		8	5	3				16	
H DPW	2015	LOADRITE	TRAILER		5A4FXLL13F2010792	M92812	\$15,000	20	7/1/15	8	HeavyEquip				1		8	0	3				11	
TS DPW	2015	SPECTEC	REFUSE TRAILER		SWO45100102	M92811	\$140,000	20	7/1/15	8	HeavyEquip				1		8	0	3				11	
RP DPW (TS Red one Mike)	2004	CHEVY	SILVERADO		1GBHK24254E361581	M93581	\$60,000	10	7/1/04	19	HeavyEquip				80,000		19	7	3				29	
RP DPW (5)	2016	FORD	F550		1FDUF5HT0GEA84146	M96248	\$110,000	10	7/1/16	7	HeavyEquip				60,000		7	5	3				15	
RP DPW (7)	2013	FORD	TRANSIT		NM0AS8F75F1175653	M96238	\$50,000	10	7/1/15	8	HeavyEquip				100,000		8	9	3				20	
H DPW	2023	JOHN DEERE	410i mini excavator				\$85,000	20	7/1/23	0	HeavyEquip				500		0	0	3				3	
RP DPW (#3)	2022	FORD	F550			M5490B	\$90,000	10	7/1/22	1	Utility				1		1	0	3				4	
TS DPW	2024	MAK	ROLL OFF			M4305B	\$230,000	25	7/1/23	0	HeavyEquip				1		0	0	3				3	
RP DPW (#1)	2022	CHEVY	SILVERADO			M68903	\$60,000	10	7/1/22	1	Utility				1		1	0	3				4	
RP DPW (#4)	2019	FORD	F550 (SWITCH N GO)			MS230A	\$85,000	10	7/1/19	4	Utility				1		4	0	3				7	
RP DPW (OLD #1)	2018	DODGE	3500			M1730A	\$70,000	10	7/1/18	5	Utility				1		5	0	3				8	
H DPW	2019	BIGTOW	TRAILER			MS247A	\$50,000	20	7/1/19	4	FleetEquip				1		4	0	2				6	
TS DPW	2022	JOHN DEERE	BACKHOE			M46531	\$150,000	20	7/1/21	2	HeavyEquip				1		2	0	3				5	
TS DPW	2015	JOHN DEERE	EXCAVATOR				\$150,000	25	7/1/15	8	HeavyEquip				1		8	0	3				11	
TS DPW	2019	SPECTEC	REFUSE TRAILER			M3040A	\$70,000	20	7/1/19	4	HeavyEquip				1		4	0	3				7	
TS DPW	2006	SPECTEC	REFUSE TRAILER			M70853	\$70,000	20	7/1/06	17	HeavyEquip				1		17	0	3				20	
H DPW	2015	JOHN DEERE	3045R Farm tractor			M95040	\$70,000	20	7/1/15	8	HeavyEquip				1		8	0	3				11	
TS DPW			Message board fold			M90814	\$25,000	15	7/1/22	1	FleetEquip				1		1	0	2				3	

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 10: Fire Department Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

FIRE DEPARTMENT

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030		Thereafter
			Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount
FACILITIES AND LAND															
Exhaust System	Operational E	Fire													
Subtotal Facilities & Land			-		-		-		-		-		-		-
INFRASTRUCTURE															
None															
Subtotal Infrastructure			-		-		-		-		-		-		-
FLEET INVENTORY (VEHICLES)															
Ambulance 97 Replacement	Vehicles	Fire													625,000
Ambulance 98 Replacement	Vehicles	Fire	50,000	OAF									600,000	LI	
Ambulance 99 Replacement	Vehicles	Fire	550,000	LI											
Forestry Truck 90 - Chasis replacement only	Vehicles	Fire			150,000	LI									
Engine 89 - replacement w/ used engine	Vehicles	Fire					250,000	AF							
Engine 94	Vehicles	Fire													
Engine 95	Vehicles	Fire													
Tanker 96	Vehicles	Fire													
Ladder 93	Vehicles	Fire													2,500,000
FD Fleet Vehicle Replacement Prg.	Vehicles	Fire	33,000	CL	33,000	CL	33,000	CL	33,000	CL	33,000	CL	33,000	CL	165,000
Cargo Trailers	Vehicles	Fire													
Rigid Hull Inflatable Boat & Trailer	Vehicles	Fire								75,000	FC				
Subtotal Fleet Inventory			633,000		183,000		283,000		33,000		108,000		633,000		3,290,000
EQUIPMENT															
Medical/Rescue Equipment Replacement Prg.	Operational E	Fire	35,500	AF	35,500	AF	35,500	AF	35,500	AF	35,500	AF	35,500	AF	177,500
Fire Suppression Equipment Replacement Prg.	Operational E	Fire	29,000	AF	29,000	AF	29,000	AF	29,000	AF	29,000	AF	29,000	AF	145,000
Radio/Communication Equipment Replacement Prg.	Operational E	Fire	19,000	AF	19,000	AF	19,000	AF	19,000	AF	19,000	AF	19,000	AF	95,000
SCBA Compressor System	Operational E	Fire					100,000	OAF							

TOWN OF WELFLEET, MASSACHUSETTS

FIRE DEPARTMENT

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030		Thereafter
			Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount
Subtotal Equipment			83,500		83,500		183,500		83,500		83,500		83,500		417,500
TOTAL CAPITAL PLAN EXPENDITURE AMOUNTS			716,500		266,500		466,500		116,500		191,500		716,500		3,707,500

ANTICIPATED FUNDING SOURCES															
(CL) Capital Levy (Recurring)			33,000		33,000		33,000		33,000		33,000		33,000		
(CEx) Capital Levy Exclusion															
(BI) Bond Issuance															
(LI) Lease Issuance			550,000		150,000									600,000	
(FC) Free Cash											75,000				
(CPA) Community Preservation Act															
(AF) Ambulance Fund			83,500		83,500		333,500		83,500		83,500		83,500		
(CF) Cable Fund															
(OAF) Other Available Fund			50,000				100,000								
(Grt) Grant															
Other															3,707,500
TOTAL ANTIPATED FUNDING			716,500		266,500		466,500		116,500		191,500		716,500		3,707,500
Capital Plan Funding Surplus (Deficit)			-		-		-		-		-		-		-

Memo: Additional Funds w/drawn from Ambulance fund for debt pymts on leases:

Ambulance 97 (5-year lease)															
Ambulance 98 (5-year lease)													130,000		520,000
Ambulance 99 (5-year lease)					125,000		125,000		125,000		125,000		125,000		
Forestry Truck 90 (5-year lease)					40,000		40,000		40,000		40,000		40,000		

See Ambulance Fund Projection for available balances

TOWN OF WELLFLEET, MASSACHUSETTS
CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM
CAPITAL REQUEST SUBMISSION FORM - Fiscal Year 2025

Request Title:	Stryker Power Load Equipment for A-97 & A-98	Amount:	80,000	New/ Replace/ Addition	New	
Department:	Fire Dept.	Type:	Equipment	Classification:	Operational Equipment	
			Category:	I. Imperative	Priority:	Two

DESCRIPTION: *Provide a project description, including an overview of its timeline, location(s), stakeholders, cost drivers, supporting detail and expected useful life.*

We have two (2) new ambulances on order, which are going to replace two 2015 Chevrolet G4500 ambulances. The first ambulance is scheduled to be delivered in July, 2024, with the second ambulance not anticipated to be delivered until at least April, 2026. Both of these ambulances will need to be equipped with a Stryker Power Load device which effectively loads the patient's stretcher into the back of the ambulance (under the control of Paramedics or EMTs). The cost of these power load devices has increased significantly through supply chain issues, new technology, demand, etc. The cost of each of these loading devices is approximately \$40,000.00 each at this time.

BENEFITS/IMPACTS: *Highlight project benefits, including efficiencies created, service enhancements, cost savings, Select Board/Strategic Goals achieved. Describe short and long-term consequences of not completing the project.*

The major benefits of these power loading devices is that it more safely loads the patient into the ambulance, allows for reduced personnel on scene (as the machine does all of the heavy lifting/loading and reduces the potential for employee injury (particularly back injury, strains and muscle tears). Our third ambulance in service currently is equipped with this power loading device and we have found it to be extremely effective, enhancing patient safety and reducing employee injuries. This power loading device is pretty much standard equipment on all new ambulances and is not considered a "want" but rather a "need" for the previously outlined reasons.

JUSTIFICATION: *Succinctly summarize your request and statement of need.*

By purchasing these two (2) Stryker Power Load devices now we will save approximately \$25,000.00 over the next two years (as opposed to purchasing them at a later date. In addition, as both of the new ambulances are currently in production we will be able to add this equipment at the factory and/or dealer reducing additional lead times.

OPERATING BUDGET IMPACT: *Describe how this request/project impacts operating budgets. i.e. Does it increase/reduce energy costs? Reduce current maintenance, staffing, or support costs?*

This project does not impact the current operating budget, but, will enhance employee safety and reduce on the job injuries, worker's compensation costs, employee sick/injury time costs, etc.

FUNDING: *Describe how you anticipate funding this request. Are there any grant opportunities available and have we pursued those options?*

The funding of this project should be taken out of the Ambulance Receipts fund as it is directly related to ambulance/EMS equipment.

TOWN OF WELFLEET, MASSACHUSETTS
CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM
CAPITAL REQUEST SUBMISSION FORM - Fiscal Year 2025

Request Title:	2025 Ford F-550 Horton Ambulance	Amount:	580,000	New/ Replace/ Addition	Replacement	
Department:	Fire Dept.	Type:	Vehicles	Classification:	Vehicles	
			Category:	I. Imperative	Priority:	One

DESCRIPTION: *Provide a project description, including an overview of its timeline, location(s), stakeholders, cost drivers, supporting detail and expected useful life.*

Replacement of Ambulance 99, a 2018 Ford F-550, four wheel drive ambulance. This is one of three ambulances in the fleet that have constant useage and it has been our experience that it is imperative that we replace each of these ambulances on a seven year timeframe/rotation. Given the high mileage and heavy usage that these vehicles undergo 24/7, the need for constant reliability, maintenance/safety issues, quality of patient care, etc. require that we adhere to this replacement schedule. Unfortunately, for several reasons, we have not been able to maintain this replacement schedule and now find ourselves woefully behind schedule. The delivery time for a new ambulance is now quoted at 28 months from the day of contract (as opposed to 8 - 10 months) just two or three years ago.

BENEFITS/IMPACTS: *Highlight project benefits, including efficiencies created, service enhancements, cost savomgs, Select Board/Strategic Goals achieved. Describe short and long-term consequences of not completing the project.*

The benefits of this project include that at the anticipated delivery date of this new ambulance, the old A-99, will have approximately 150,000 plus miles on it, will have significantly higher maintenance costs and to delay replacing this Ambulance during FY 2025 will most likely result in a \$75,000.00 price increase in FY-26 with even longer extended delivery times for the new ambulance. The consequences of not completing this project are the real possibility that we will drop down to two ambulances in the fleet, significantly higher maintenance costs and increasingly diminished reliability and safety with respect to the ambulance that is now currently in service.

JUSTIFICATION: *Succinctly summarize your request and statement of need.*

Again, it is imperative that we fund this project in order to place an order for a new 2025 F-550 ambulance on or about July 1, 2024. Wiith respect to need, this is a life safety issue not only for our patients (residents, visitors, etc., of our community) but also with respect to our Department employees/first responders.

OPERATING BUDGET IMPACT: *Describe how this request/project impacts operating budgets. i.e. Does it increase/reduce energy costs? Reduce current maintenance, staffing, or support costs?*

The effect of this project will have no negative impact on the operating budget. To the contrary, this project should stablize regular vehicle maintenance costs (preventative and emergency repairs). This project has no negative implications with respect to existing staffing needs.

FUNDING: *Describe how you anticipate funding this request. Are there any grant opportunities available and have we pursued those options?*

The funding of this project (Ambulance 99 purchase/replacement) should be taken out of the Ambulance Receipts fund (as has been done in the past) with borrowing over a five year lease/purchase.

TOWN OF WELFLEET, MASSACHUSETTS - Fire Department Departmental Equipment Replacement Programs

Summary: FD has significant equipment needs that represent assets with a useful life of greater than 1 year and are not provided for within the annual operating budget. To the extent this equipment need is of an ongoing recurring nature and has significant operational impacts, these items are good candidates for a recurring replacement program. These items consist of job required outfitting of a non-controversial nature funding for which has traditionally been provided on an ad-hoc basis. Given the significant nature of operational type equipment needs, the replacement program has been broken down into 3 components 1. Fire Suppression Equipment Program 2. Medical/Rescue Equipment Program and 3. Specialty Equipment Replacement Program. Radio and Communication equipment is typically bought wholly together at time of replacement and not conducive to a yearly allocation, however, purchasing of replacement radios/parts during intervening years out of equipment programs is appropriate and a level of funding will be provided for such instances.

Radio/Communications Replacement Program

Portable Radios: Department recently replaced radio inventory and is believed to be all set for 8-10 years. Total inventory of approx. 50 portable radios and 13 console radios has an estimated replacement value of \$265,000 is not provided in a recurring budget program. If it was the straight line funding cost over the 10 year life would be \$26,500 annually. Equipment Replacement Program should provide for parts and periodic replacement on an annual basis - provide funding for 2 replacement radios each year @ \$4,000 each.

Mobile Data Terminals / Tablets: Department utilizes MDT's in 8 vehicles, as well as 8 tablets/toughbooks. Estimate MDT at \$5,000 each w/ useful life of 5 years. This results in 16 unit replacements over 10 years with a total replacement cost of \$80,000, or \$8k annually over a 10 year plan. Tablets are estimated to have a \$1,000 cost and a 3 year life - this results in a 3.33 unit replacement per tablet (8) over a 10 year plan, or a total of 27 tablet replacements with a total 10 year cost of \$27,000, which is \$2,700 annually.

Annual and 5-Year Cost Calculation: Radio replacement and maintenance \$8,000, annually + MDT replacement @ \$8,000 annually + Tablet replacement @ \$2,700 annually = 19,000 (rounded up) annually for the Radio/Communications Replacement Program. To the extent these funds are not used, it would be expected unspent funding would provide seed funding for the next round of radio purchasing.

Medical/Rescue Equipment Replacement Program

Defibrillators and AED's Consists of xx defibrillators for ambulances and 7 AED's that are in various condition and age. Estimated cost is xxxx over 10 year life. Using 15k annual for a placeholder

Defibrillators and AED's

Extrication Equipment	Currently estimating extrication equipment inventory cost to approximate \$100,000 with a 10-year life. This consists of jaws of life, cutting tools, rams, air bags, etc. This results in an annual funding stream of \$10,000 for these items.
Stretcher Replacement	Department utilizes 3 power stretchers. Estimated replacement cost of 18,500 each and useful life of 7 years. This results in $10/7 = 1.43 * 3$ stretchers for a total of 4.29 unit replacements over a 10 year period. $4.29 * 18,500 = 79,365$, or \$8,000 annually (rounded).
Non-Expendable Ambulance Equipment	Provides funding for occasional replacement of non-expendable medical equipment that is not purchased on an annual/routine basis and is not provided for within the operating budget. Examples include video scopes, stair chairs, etc. Provide a nominal annual funding to provide for these items, estimated at \$2,500 across 3 ambulances.
Specialty Rescue Equipment	Is not provided for under this replacement plan, although is eligible for purchase if funds are available and the purchase is advisable. These items consist of items such as ice rescue boards/equipment; haz-mat or ice rescue suits, etc. If these are needed and not covered, supplemental funding can be added for a particular year to provide the one-time funding needed for the specialty purchase.

Annual and 5-Year Cost Calculation: Defibrillators & AED's \$15,000 annually + extrication equipment \$10,000 annually + Stretcher replacement \$8,000 annually + Non-Expendable Medical Equip \$2,500 annually = \$35,500 annual funding for the Medical/Rescue Equipment Replacement Program.

Fire Suppression Equipment Replacement Program

SCBA	WFD maintains inventory of 24 sets of SCBA w/ estimated life of 10 years and replacement cost of \$7,500. Total replacement cost over 10-year cycle is $24 * 7500 = \$180,000$, or \$18,000, annually.
Turnout Gear	Periodic replacement provided for within operating budget. Not provided/included for within this replacement program.
Hose	Inventory and replacement plan being developed, although typically spending money each year for hose replacement. Estimate of \$5,000 annually for ongoing replacement. Original outfitting of apparatus hose can be funded with purchase (if needed).
Suppression Equipment	This category provides for various capital equipment items carried on various apparatus and used in operations, including: PPV Fans (4), Chainsaws (6), Power Plants (3), Light Plants (3), Gas Meters (1), and Thermal Camera's (3) - These items have varying useful lives, however, are also prone to damage, breakage, etc. before the end of their life. Estimated average replacement cost of this inventory is \$60,000 and will be amortized over our ten-year plan to provide \$6,000 of annual funding for these items.

Handtools A nominal amount of funding is needed annually to replace handtools carried on apparatus, i.e. pike poles, haligans, axes, rams, etc. Amounts are provided within the operating budget and handtools are not part of this replacement program.

Specialty Fire Equipment Not yet identified or provided for under this replacement plan. Ladders are typically provided as part of outfitting of a new apparatus purchase and is not part of this replacement program.

Annual and 5-Year Cost Calculation: SCBA \$18,000 + Hose \$5,000 + Equipment \$6,000 = \$29,000 annually for the Fire Supression Equipment Replacement Program.

TOWN OF WELLFLEET, MASSACHUSETTS - Fire Department Fleet Replacement Program

Summary	FD maintains a fleet of 4 utility/light duty vehicles as indicated below and a UTV. These vehicles are replaced on a periodic cycle on a regular basis and are good candidates for a replacement program due to the operational needs and impact.
Light-Duty Vehicles:	Vehicles consist of Squad 1 a utility/pickup type vehicle w/ estimated replacement cost of \$65,000 fully equipped. Car 81, 82, and 83 are SUV type vehicles used for various light-duty and utility purposes. The vehicle program provides for periodic replacement of two of these vehicles, with the 3rd being rotated from service from the Chief and/or Deputy Chief vehicle. These vehicles have a replacement cost estimated at \$60,000 each. All vehicles have an estimated life of 7 years. If replaced on a rotating, planned basis over 10 years, it would result in 2 of the vehicles being up for replacement twice, and one vehicle up for replacement one.
UTV	UTV is estimated to have a useful life of 10 years and a replacement cost of \$20,000. It would be replaced once in a 10 year cycle.
Cost Calculation	Squad replacement =65,000*2 + Chief = 60,000*2 + Deputy= 60,000*1 + UTV=20,000*1 = Total cost of 330,000 over the 10 year period, or 33,000 per year.

Planned Replacement

<u>Year</u>	<u>Squad</u>	<u>Chief</u>	<u>Deputy</u>	<u>Duty</u>	<u>UTV</u>
1	65000				
2					
3		60000			
4					20000
5			60000	xx	
6					
7					
8	65000				
9					
10		60000			

Date of Update		CONDITION ASSESSMENT (POINTS)																					
Department	Model	Year	Manufacturer	Make/Model	VIN #	Plate #	Est. Cost New	Expected Max Life (Years)	In-Service Date	Years in Service	Function	Drive System	GVW	FEV Policy Exempt	Combined MPG	Miles	Engine Hours	CONDITION ASSESSMENT (POINTS)				Total Points	
																		Age	Miles/ Hours	Type of Service	Reliability		M&R Costs
RP	Fire - Squad 1	2015	FORD	F-250 Pickup	1FT7W2B878FEB96054	MFB475	\$65,000	7	7/1/15	8	Utility					1	8	0	3				11
RP	Fire - CAR 81 Chief Veh.	2021	CHEVY	TAHOE	1GN5KLED2MR305461	D255	\$60,000	7	7/1/21	2	Utility					1	2	0	3	2	2	2	11
RP	Fire - CAR 82 Deputy Veh.	2019	FORD	EXPLORER	1FMSK8D84KGA34818	MFD978	\$60,000	7	7/1/19	4	Utility					1	4	0	3				7
RP	Fire - CAR 83 Duty Veh.	2011	CHEVY	TAHOE	1GN5K2E01DR347191	MFA948	Hand Down	10	7/1/13	10	Utility					1	10	0	3				13
RP	FIRE - UTV	2022	POLARIS	RANGER CREW XP	4XARSY999M8473718	A3P118	\$20,000	10	7/1/22	1	Utility					1	1	0	3				4
	Fire - 89 ENGINE	1990	PERCE	DASH/ENGINE	E-5950 4PCTO1F6LA000	FIRE 2886	\$750,000	20	7/1/90	33	HeavyEquip					1	33	0	3				36
	Fire - 94 ENGINE	2016	E-ONE	PUMPER/ENGINE	4EN6AH85G20000102	FIRE B908	\$750,000	20	7/1/16	7	HeavyEquip					1	7	0	3				10
	Fire - 95 ENGINE	2023							7/1/23	0	HeavyEquip					1	0	0	3				3
	Fire - 96 TANKER	2016	INTERNATIONAL	4400 TANKER	1HTMKAZR6GH743862	MFB356	\$600,000	20	7/1/16	7	HeavyEquip					1	7	0	3				10
	Fire - 90 FORESTRY TRUCK	2007	CHEVY	SILVERADO 3500HD	1GBJK39637E522467	FIRE 2886	\$350,000	20	7/1/07	16	HeavyEquip					1	16	0	3				19
	Fire - 93 LADDER TRUCK	2005	SEAGRAVE	AERIAL TRUCK	1F9FE28T65CST2035		\$2,500,000	25	7/1/05	18	HeavyEquip					1	18	0	3				21
	Fire - 97 AMBULANCE	2015	CHEVY	AMBULANCE	1GB8G5CL2F1126151	MFB356	\$600,000	7	7/1/15	8	Ambulance					1	8	0	4				12
	Fire - 98 AMBULANCE	2015	CHEVY	AMBULANCE	AGB6G5CL4F1128144	MFB481	\$600,000	7	7/1/15	8	Ambulance					1	8	0	4				12
	Fire - 99 AMBULANCE	2017	FORD	AMBULANCE	1FDUF5HT4HDA07142	MFB482	\$60,000	7	7/1/17	6	Ambulance					1	6	0	4				10
	Fire - BOAT	2001	ZODIAC	13'9" OPEN BOAT	XDCS258NA101	MS0035FD	\$50,000	15	7/1/01	22	FleetEquip					1	22	0	2				24
	Fire - BOAT TRAILER	2001	BANDIT	BOAT TRAILER BDT 14800D	5A4XRT1X12002824	M66559	\$20,000	15	7/1/01	22	FleetEquip					1	22	0	2				24
	Fire - LANDSCAPE TRAILER	2022	MISH	MUS55	5WFBU1829NW121308	D256		15	7/1/22	1	FleetEquip					1	1	0	2				3
	Fire - LIGHTING TRAILER	2005	MAGNUM	MIT3060MMH	5A1LS161858003768	M74416		15	7/1/05	18	FleetEquip					1	18	0	2				20
	Fire - SPEC. HAZARDS TRAILER	2003	KRISTI	DCE612-62	4DKU5152535002938	FIR9360		15	7/1/03	20	FleetEquip					1	20	0	2				22

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 11: Police Department & Dispatch Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS - Police Department Fleet Replacement Program

Summary	PD maintains a fleet of 10 vehicles as indicated below. These vehicles are replaced on a periodic cycle on a regular basis and are good candidates for a replacement program due to the operational needs and impact.
Patrol Vehicles:	4 patrol vehicles with typical life of 3 years replacement cost of \$60k fully outfitted (incl MDT). $10/3*4 = 13.35$ replacements over 10 year cycle. $13.35*60,000 = 801,000/10 = 81,000$ (round up)
Utility (truck) Vehicle:	Replace 1 utility vehicle once every 4 years. Estimated cost of \$60k fully outfitted. $10/4 = 2.5$ replacements over 10 year cycle, $2.5*\$60k = 150,000/10 = \$15k$ annually.
Admin Vehicles:	2 Admin vehicles with typical life of 4 years, replacement cost of \$60k fully outfitted. $10/4*2 = 5$ replacements over 10 year cycle, $5 * \$60k = 300,000/10$ years = \$30k annually.
Detail vehicle	Any patrol or admin vehicle up for replacement may be retained if it is in good working order and condition for use as an "extra" admin vehicle for general use, training and required travel. Typically the department is maintaining one of the "old" vehicles for use as a detail vehicle - this vehicle is not included in the cost of the replacement program.
ATV's	2 ATV's are maintained in service with a 5 year service life and \$15k replacement cost. This represents 4 replacements over a 10 year cycle ($10/5*2$). $4 * \$15k = \$60,000/10 = 6,000$ annually.
10 Year Cost Calculation:	$81,000$ (patrol) + $15,000$ (utility/truck) + $30,000$ (admin. vehicles) + $6,000$ (ATV's) = $132,000$ annually for vehicle replacement program.

Sample Replacement schedule over 5 years

Vehicle	Year 1	Year 2	Year 3	Year 4	Year 5
Patrol 1	60			60	
Patrol 2	60			60	
Patrol 3		60			60
Patrol 4		60			60
Utility Vehicle			60		
Admin Vehicle - Chief	60				60
Admin Vehicle - Deputy			60		
Detail vehicle					
ATV 1		15			
ATV 2				15	
				5 Year Cost	750,000
				5 years annualized	150,000
				Go with lesser of 10 year allocation = 132K annually	

Replacement Program is utilized only for the fleet inventory identified above. Increase in inventory or "new" additions to the fleet should be separately approved. Amounts are estimates and supplements may be required in any particular year, as well as period adjustments to annual cost.

TOWN OF WELLFLEET, MASSACHUSETTS - Police Department Departmental Equipment Replacement Program

Summary:	PD has significant equipment needs that represent assets with a useful life of greater than 1 year and are not provided for within the annual operating budget. To the extent this equipment need is of an ongoing recurring nature and has significant operational impacts, these items are good candidates for a recurring replacement program. These items consist of job required outfitting of a non-controversial nature funding for which has traditionally been provided on an ad-hoc basis. Currently, tasers and body cameras are via an operating lease arrangement which is provided for in the annual operating budget.
Portable Radios:	There are approximately 25 portable radios at a cost of \$4,000 each. These radios have an estimated life of 8 years and a replacement rate of 1.25 annually (31.25 over a 10 year capital plan) $31.25 * 4k = 125,000$ over a ten year plan or 12,500, annually.
Body Armor:	Body Armor and vests are standard issue for each officer and needs to be replaced or upgraded periodically. Each set is approx. \$1,250 and has an estimated life of 5 years. There are typically 22 sets in inventory. Replacement rate of 2 per year or 44 over a ten year cycle results in a cost of \$55,000 over 10 years, or \$5,500, annually. Grant funding is typically available to potentially provide funding of 50% of the cost of body armor, but not guaranteed - Maintain full cost in plan to provide flexibility to the overall equipment replacement program and as an offset for plan inflation which has not been accounted for.
Mobile Data Computers:	PD patrol vehicles have specialized mobile data terminals for use in patrol vehicles. MDT's have an estimated life of 5 years (these are transferred if vehicles are replaced). Estimated cost of \$7,500 each. Cost of these is not calculated in the Replacement Program, but rather included in the Vehicle Replacement Program.
Firearms Replacement:	WPD Armory inventory consists of 22 sidearms and 8 rifles, each with estimated life of 10 years. Replacement rate of firearms is 1.0 annually or 30 over a ten year cycle. Avg. cost of sidearms is \$900 and \$2,500 for rifles - use \$1,325 as average unit replacement cost. 10 year costs = $30 * 1,325 = 39,750$ for ten years, or \$3,975 annually.
BOLA Wrap	5 units maintained in inventory (1 for each patrol vehicle) at an average cost of \$2,000 and an estimated useful life of 3 years. Replacement rate is 3.33 annually, or 16.66 for the inventory over a ten year period. 10 year costs = $16.66 * 2,000 = 33,320$, or 3,320 annually.
AED's	The PD maintains 8 AED's (5 patrol vehicles, 1 in lobby, 1 in cell area, 1 in gym) with a cost of \$3,000 and estimated useful life of 8 years. Provide for replacing 1 each year during plan, or \$3,000 annually.
Tasers	Currently in Operating Budget under an operating lease

Body Camera's Currently in Operating Budget under an operating lease

Annual Cost Calculation \$12,500 (radios) + 5,500 (body armor) + 3,975 (firearms) + 3,300 (BOLA Wraps) + 3,000 (AED's) = 28,275

Estimated Replacement Schedule

<u>Vehicle</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
Portable Radios	4	3	4	3	4
Body Armor	5	4	5	4	5
Firearms Replacement:	5	4	5	5	4
BOLA Wrap	2	1	2	2	1
AED's	1	1	1	1	1

Date of Update: 9/1/2023																	CONDITION ASSESSMENT (POINTS)						
Department	Model		Make/Model	VIN #	Plate #	Est. Cost New	Expected		Years in Service	Function	Drive System	GVW	FEV Policy Exempt	Combined MPG	Engine Miles Hours	Age	Miles/ Hours	Type of Service	Reliability	M&R		Total Points	
	Year	Manufacturer					Max Life (Years)	In-Service Date												Costs	Condition		
POLICE #1	2014	FORD	Ford/Police Utility	1FM5K8AR3FGC08539	1GA734	\$30,912	5	5/8/14	9	Admin	AWL Other	6,160	Y	19	160,937	9	12	1	5	4	5	36	
POLICE #2	2016	FORD	Ford/Police Utility	1FM5K8AR5GGD30192	3AS277	\$26,609	5	7/22/16	7	Admin	AWL Other	6,160	Y	19	125,618	7	12	1	4	4	5	33	
POLICE #3	2018	FORD	Ford/Police Utility	1FM5K8AR3JG892188	MPD724	\$41,225	3	9/2/18	5	Patrol	AWL Other	4,901	Y	18	129,342	5	12	5	5	5	5	37	
POLICE #5	2019	FORD	Ford/Police Utility	1FM5K8AB8LGA19983	8496	\$47,667	3	12/23/19	4	Patrol	AWL Other	4,727	Y	19	110,303	4	11	5	3	4	2	29	
POLICE #6	2022	FORD	Ford/Police Utility	1FM5K8AB8NGB52603	D933	\$55,194	3	6/21/22	1	Patrol	AWL Other	4,345	Y	19	7,194	1	0	5	1	2	1	10	
POLICE #7	2022	FORD	Ford/Police Utility	1FM5K8AB9NGA64420	E705	\$51,655	3	6/2/21	2	Patrol	AWL Other	4,345	Y	19	29,162	2	2	5	1	1	1	12	
POLICE #8	2022	FORD	Ford/Police Utility	1FM5K8ABXNGA40417	F873	\$51,655	3	6/2/21	2	Patrol	AWL Other	4,345	Y	19	41,376	2	4	5	1	1	1	14	
POLICE ATV #1	2021	CFMOTO	ATV	LCELVY282M6002020	A2W487	\$10,623	3	3/31/21	2	Patrol	4WD	970	Y	18	1,094	2	0	5	4	4	4	19	
POLICE ATV #2	2021	CFMOTO	ATV	LCELVY283M6002124	A2W489	\$10,623	3	3/31/21	2	Patrol	4WD	970	Y	18	1,039	2	0	5	4	4	4	19	
POLICE Trailer	2023	Mission	EEHA	5WFBF1821PW127121	TZ37583	\$10,724	7	12/13/22	1	FleetEquip	AWL Other	1,200	Y			1	FALSE	2	1	1	1	6	
POLICE Trailer	2020	SOLT	SILENT MESSAGE	4GM2M1317L1462605	E716	\$15,000	5	4/13/21	2	FleetEquip	AWL Other	2,000	Y			2	FALSE	2	2	2	2	10	
POLICE Trailer	2007	United	Storage Trailer	48BT101X7A094492	M76792	\$4,000	7	9/12/08	14	FleetEquip	AWL Other	1,200	Y			14	FALSE	2	3	1	3	23	
POLICE M/C	2021	Harley/David	H-D/FLHTP	1HD1FMP16MB616058	8251	\$15,000	3	4/31/21	2	Patrol	2WD	800	Y	40	4,318	2	0	5	3	3	3	16	

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 12: Natural Resources & Shellfish Department Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS - Shellfish Fleet Replacement Program

Summary

Shellfish Department utilizes three pickup trucks in its operations. The vehicles are a key part of departmental operations, are heavily used in damaging conditions which requires a more frequent replacement life. Given the operational and ongoing replacement need, these fleet vehicles are good candidates for an ongoing replacement program. In addition, this program provides for replacement of the departments ATV vehicle. Details of cost/life, etc. indicated below.

	Est. Life	Est. Cost	10 Year life cycle cost
3 F150 type vehicles	5	50000	$10 / 5 = 2 * 3 \text{ vehicles} = 6 \text{ replacements} * 50 = 300,000 / 10 = 30\text{k, annually}$
1 ATV	7	12000	$10 / 7 = 1.43 \text{ replacements} * 12\text{k} = 17160 / 10 = 1,716 \text{ annually}$

Total Fleet Replacement Program Use 30k + 2k annually for a total of \$32000

TOWN OF WELLFLEET, MASSACHUSETTS -Shellfish Department Departmental Equipment Replacement Programs

Summary: Shellfish Department utilizes two boats in its day-to-day operations. These vessels are individually significant and separately identified within the CIP. However, boat engine and trailers have a estimated useful life of 1/2 that of the asset - approx. 10 years. These components are essential elements of making sure this operational equipment is kept in service and funding should be provided to ensure replacement of these components on a periodic basis, when needed.

Equipment Replacement Program

Engines Engines have a 10 year life and varying costs depending on size. The work skiff has 1 Evinrude 115hp engines (~2015) @ a replacement cost of \$18,000 each; The Barge utilizes 2 90 hp Evinrude engines (2020) with a replacement cost of \$15,000 each. This results in \$48,000 replacement cost over 10 years for 3 boat engines, or \$5,000 annually (round up). Since there are engines up for replacement in FY 25 and 28, this program will also need to be front loaded with addl funding to provide for the timing of purchases.

Trailers Not included in this replacement program - see below

Equipment Replacement Plan provides for replacment of Spreader utilized on the barge which has an engine/cradle components. Spreader has up to a 20 year life, but components may need significant repair or replacement earlier if there is a failure. In addition, there will likely be a need for other nominal work boat equipment that is not otherwise provided for, or could be used for a replacement trailer that is not separately provided for. Estimate \$1,000 annually to be set-aside for these types of items.

Annual and 5-Year Cost Calculation: Engines - \$5,000 annually. Equipment - 1,000 = 6,000 annually.

Date of Update		CONDITION ASSESSMENT (POINTS)																				
Department	Model Year	Manufacturer	Make/Model	VIN #	Plate #	Est. Cost New	Expected		Years in Service	Function	Drive System	GVW	FEV Policy Exempt	Combined MPG	Miles	Engine Hours	CONDITION ASSESSMENT (POINTS)					Total Points
							Max Life (Years)	In-Service Date									Age	Miles/ Hours	Type of Service	Reliability	M&R Costs	
Shellfish	2020	FORD	F150	1FTMF1EB5LKD51818	M6200A	\$50,000	5	1/9/20	3	Patrol	4wd	6,390		22	45,813	3	4	5	2	3	4	21
Shellfish	2023	FORD	F150	1FTMF1EB9PKD99179	M91468	\$60,000	5	7/6/23	0	Patrol	4wd	6,325		23	1,312	0	0	5	1	1	1	8
Shellfish	2023	FORD	F150	1FTMF1EB8PKD34792	M96226	\$50,000	5	1/1/23	0	Patrol	4wd	6,325		23	8,483	0	0	5	1	1	1	8
Shellfish	2010	KAWASAKI	ATV 500 KVF7500W	53066-0273MA	N/A	\$12,000	7	9/1/10	13	Patrol	4wd	699			1	13	0	5	4	5	5	32
Shellfish	2019	A/CAR	BARGE	ATJ00132C919	MS2019TW	\$150,000	25	5/1/19	4	Utility					1	4	0	3				7
Shellfish	2003	CAROLINA	24' SKIFF			\$35,000	25	1/1/03	20	FleetEquip					1	20	0	2				22
Shellfish	2019	VENTURA	TRAILER VPT-26 50 13	47GPH3228KB000002	M4242A	\$5,000	20	7/15/19	4	FleetEquip					1	4	0	2				6

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 12: Library Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

LIBRARY

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	2025		2026		2027		2028		2029		2030		Thereafter
			Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount
<u>FACILITIES AND LAND</u>															
Engineering/Design of Library improvements	Planning/Engine	Library							500,000	Other					
Construction - Fire Suppression System	Renovation/Cor	Library									2,000,000	Other			
Construction - Video Studio Renovation	Renovation/Cor	Library									2,000,000	Other			
Subtotal Facilities & Land			-		-			-	500,000		4,000,000		-		-
<u>INFRASTRUCTURE</u>															
Subtotal Infrastructure			-		-			-	-		-		-		-
<u>FLEET INVENTORY (VEHICLES)</u>															
Subtotal Fleet Inventory			-		-			-	-		-		-		-
<u>EQUIPMENT</u>															
* Furniture & Shelving Replacement Program	Operational Eq.	Library	5,000	CL	5,000	CL	5,000	CL	5,000	CL	5,000	CL	5,000	CL	25,000
Technology upgrades	Operational Eq.	Library			10,000	FC									
Subtotal Equipment			5,000		15,000		5,000		5,000		5,000		5,000		25,000
TOTAL CAPITAL PLAN EXPENDITURE AMOUNTS			5,000		15,000		5,000		505,000		4,005,000		5,000		25,000

TOWN OF WELLFLEET, MASSACHUSETTS

LIBRARY

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	2025		2026		2027		2028		2029		2030		Thereafter
			Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount
ANTICIPATED FUNDING SOURCES															
(CL) Capital Levy (Recurring)			5,000		5,000		5,000		5,000		5,000		5,000		
(CEX) Capital Levy Exclusion															
(BI) Bond Issuance															
(LI) Lease Issuance															
(FC) Free Cash					10,000										
(CPA) Community Preservation Act															
(AF) Ambulance Fund															
(CF) Cable Fund															
(OAF) Other Available Fund															
(Grt) Grant															
Other									500,000		4,000,000				25,000
TOTAL ANTICIPATED FUNDING			5,000		15,000		5,000		505,000		4,005,000		5,000		25,000
Capital Plan Funding Surplus (Deficit)			-		-		-		-		-		-		-

* Base line nominal amount of \$5k being provided for shelving/furniture replacement on an ongoing basis. No specific equipment/items specified in program other than for items not provided in operating budget.

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 14: Senior Services Department Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

SENIOR SERVICES

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	2025		2026		2027		2028		2029		2030		Thereafter
			Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount
FACILITIES AND LAND															
Extend walking path	Renovation/Co	COA	280,000	CPA											
Adult Exercise Area	Renovation/Co	COA			150,000	CPA									
Design/Engineering for ACC Addition	Renovation/Co	COA					400,000	BI							
Construction of ACC Addition	Renovation/Co	COA							4,000,000	BI					
Subtotal Facilities & Land			280,000		150,000		400,000		4,000,000		-		-		-
INFRASTRUCTURE															
Subtotal Infrastructure			-		-		-		-		-		-		-
FLEET INVENTORY (VEHICLES)															
Fleet Replacement Program (See Community Services Fleet Inventory)	Vehicles	COA	9,000	CL	9,000	CL	9,000	CL	9,000	CL	9,000	CL	9,000	CL	45,000
Subtotal Fleet Inventory			9,000		9,000		9,000		9,000		9,000		9,000		45,000
EQUIPMENT															
Kitchen Equipment	Acquisition	COA	1,200	Other	1,200	Other	1,200	Other	1,200	Other	1,200	Other	1,200	Other	6,000
Kitchen Ventilation System	Renovation/Co	COA													50,000
Keyless Entry System	Software/Appli	COA													
Security/Camera System	Software/Appli	COA													
Equipment Replacement Program	Operational Eq	COA	3,500	CL	3,500	CL	3,500	CL	3,500	CL	3,500	CL	3,500	CL	17,500
Subtotal Equipment			4,700		4,700		4,700		4,700		4,700		4,700		73,500
TOTAL CAPITAL PLAN EXPENDITURE AMOUNTS			293,700		163,700		413,700		4,013,700		13,700		13,700		118,500

TOWN OF WELLFLEET, MASSACHUSETTS

SENIOR SERVICES

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	2025		2026		2027		2028		2029		2030		Thereafter
			Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount
ANTICIPATED FUNDING SOURCES															
(CL) Capital Levy (Recurring)			12,500		12,500		12,500		12,500		12,500		12,500		
(CEX) Capital Levy Exclusion															
(BI) Bond Issuance							400,000		4,000,000						
(LI) Lease Issuance															
(FC) Free Cash															
(CPA) Community Preservation Act			280,000		150,000										
(AF) Ambulance Fund															
(CF) Cable Fund															
(OAF) Other Available Fund															
(Grt) Grant															
Other			1,200		1,200		1,200		1,200		1,200		1,200		118,500
TOTAL ANTICIPATED FUNDING			293,700		163,700		413,700		4,013,700		13,700		13,700		118,500
Capital Plan Funding Surplus (Deficit)			-		-		-		-		-		-		-

Othe funding for kitchen appliances is a token estimated amount representing support from Friends of the COA.

TOWN OF WELLFLEET, MASSACHUSETTS - COA Fleet Replacement Program

Summary

COA utilizes three vehicles - 1 is a lease through the CCRTA and does not currently need funding. 1 vehicle is a passenger vehicle used for administrative duties, and by the Outreach Coordinator for home visits and client needs. The second is a transportation van for the transportation program. Due to the relative low-mileage on an annual basis and low wear and tear, there is an anticipated 10 year useful life on both of these vehicles. The estimated cost is \$35,000 on the passenger vehicle and \$55,000 on the transportation van, respectively. Ten year total cost on vehicle replacement is $\$90,000/10 = \$9,000$, annually.

TOWN OF WELFLEET, MASSACHUSETTS - COA Departmental Equipment Replacement Program

Summary:	COA has equipment needs that represent assets with a useful life of greater than 1 year and are not provided for within the annual operating budget. To the extent this equipment need is of an ongoing recurring nature and has significant operational impacts, these items are good candidates for a recurring replacement program. These items consist of job required outfitting of a non-controversial nature funding for which has traditionally been provided on an ad-hoc basis.
Furnishings:	The Friends of COA provides for some small scale program related furnishings as needed, however there is an ongoing need for periodic replacement for larger items. Most significantly are chairs. There are 28 chairs in program areas and the conference room at estimated avg. cost of \$400 each. There is also a need for periodic replacement of desk/office furniture and TV/media equipment - all furnishings are estimated to have a 10 year useful life. $28 * 400 = 11,200 / 10 = \$1,120$, annually, round up to \$1,500 for additional furnishing needs.
Kitchen Appliances	The Adult CC has a commercial grade kitchen for programmatic needs. Friends of COA assists with small appliance needs, however, larger appliances require ongoing replacement. Inventory consists of : Dishwasher, Double Refrigerator; Freezers (2); Stove/oven - each of these carry an assumed 10 year useful life and a total replacement cost of \$20,000, which translates to \$2,000 annually.
Annual Cost Calculation	2000 appliances, 1500 furnishings = 3500

Date of Update: 9/1/2023																	CONDITION ASSESSMENT (POINTS)					
Department	Model Year	Manufacturer	Make/Model	VIN #	Plate #	Est. Cost New	Expected		Years in Service	Function	Drive		FEV Policy Exempt	Combined MPG	Engine Miles Hours	Age	Miles/Hours	Type of Service	Reliability	M&R Costs	Condition	Total Points
							Max Life (Years)	In-Service Date			System	GVW										
Beach	2018	Chevy	Silverado 1500			\$55,000	10	7/1/18	5	Utility	4wd	7,000	No	17		5	FALSE	3				8
Beach			UTV			\$20,000	7	1/1/20	3	FleetEquip	AWL Other					3	FALSE	2				5
Beach			ATV			\$11,000	7	7/1/22	1	FleetEquip	AWL Other					1	FALSE	2				3
Beach			ATV			\$11,000	7	7/1/22	1	FleetEquip	AWL Other					1	FALSE	2				3
Beach	2019		Inflatable Boat			\$17,000	10	7/1/19	4	FleetEquip						4	FALSE	2				6
Senior Services	2011	Toyota	Rav 4			\$35,000	10	7/1/11	12	Admin	2wd	4,500		24	200,000	12	12	1				25
Senior Services	2011	Ford	Transit Van			\$55,000	10	7/1/22	1	Transport	2wd	5,250		25		1	FALSE	3				4
Senior Services-CCRTA Lease	2019	Dodge	Caravan			\$45,000	5	7/1/19	4	Transport	2wd					4	FALSE	3				7

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 15: Beach Department Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELFLEET, MASSACHUSETTS

Beaches

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	2025		2026		2027		2028		2029		2030		Thereafter
			Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount
ANTICIPATED FUNDING SOURCES															
(CL) Capital Levy (Recurring)															
(CEX) Capital Levy Exclusion															
(BI) Bond Issuance															
(LI) Lease Issuance															
(FC) Free Cash															
(CPA) Community Preservation Act															
(AF) Ambulance Fund															
(CF) Cable Fund															
(OAF) Other Available Fund			19,000		19,000		19,000		19,000		19,000		19,000		95,000
(Grt) Grant															
Other															
TOTAL ANTICIPATED FUNDING			19,000		19,000		19,000		19,000		19,000		19,000		95,000
Capital Plan Funding Surplus (Deficit)			-		-		-		-		-		-		-

Other Available Fund is the Beach RRA Fund

TOWN OF WELLFLEET, MASSACHUSETTS - Beach Department Fleet Replacement Program

Summary	The Beach Department maintains fleet assets of 1 Pickup Truck and 3 UTV/ATV's. These vehicles are replaced on a periodic cycle on a regular basis and are good candidates for a replacement program due to the operational needs and impact.
Light-Duty Vehicles:	The department utilizes one pickup truck for various light-duty activities. The vehicle is mostly used seasonally and generates low-mileage usage, extending its useful life to an estimated 10 years. Estimated replacement cost is \$55,000.
UTV/ATV	UTV is outfitted to assist with beach rescue situations and has an estimated useful life of 7 years, which is slightly reduced due to exposure to sand/sea elements. Replacement cost is estimated at \$20,000. The department utilizes 2 ATV's, also with a 7 year expected life and a replacement cost of \$11,000.
Cost Calculation	Ten-Year replacement cycle = 1 light duty truck @ \$55,000 + 1.43 (10/7) UTV Replacements @ \$20,000 + 1.43 ATV Replacements @ \$11,000 (*2). $55,000 + 28,600 + 31,460 = 115,060 / 10 = 11,500$ annually.

Planned Replacement

<u>Year</u>	<u>Truck</u>	<u>UTV</u>	<u>ATV</u>	<u>ATV</u>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

TOWN OF WELFLEET, MASSACHUSETTS - Beach Department Departmental Equipment Replacement Programs

Summary: Beach Dept. has equipment needs that represent assets with a useful life of greater than 1 year and are not provided for within the annual operating budget. To the extent this equipment need is of an ongoing recurring nature and has significant operational impacts, these items are good candidates for a recurring replacement program. These items consist of job required outfitting of a non-controversial nature funding for which has traditionally been provided on an ad-hoc basis.

Equipment Replacement Program

AED's Consists of 5 AED's that are in various condition and age. Estimated cost is 3,000 over 8 year life. $10/8 = 1.25$ replacement rate over 10 year cycle x 5 units = 6.25 replacements. $6.25 * 3000 = 18,750/10$, or \$1,875 annually.

Portable Radios Inventory of 24 radio's with current replacement cost of \$300ea. typically purchased together, but there is an annual need for replacement units. Assume a 10 year life. $24 \times 300 = \$7,200$ over a 10 year cycle, or \$720 annually.

Guard Equipment Life Guard Stands (4) @ \$3,000 each. Rescue Boards/Kits (15) @ \$1,200 each. Inflatable Boat (1) @ \$17,000. All 10 year assets. Total 10-year cycle costs of \$47,000, or \$4,700 annually.

Annual and 5-Year Cost Calculation: AED's \$1,875; Radio's \$720; Guard Equip \$4,700 = \$7,500 annually (rounded up)

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 16: Recreation Department Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

Recreation Department

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	2025		2026		2027		2028		2029		2030		Thereafter Amount
			Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	Amount	Src.	
<u>FACILITIES AND LAND</u>															
Court Resurfacing Maintenance Program	Extraordinary M	Recreation	10,750	CL	10,750	CL	10,750	CL	10,750	CL	10,750	CL	10,750	CL	53,750
BasketBall Court Lighting	Acquisition	Recreation									25,000	FC			
Skateboard Park Lighting	Acquisition	Recreation							25,000	FC					
Tennis Court Lighting	Acquisition	Recreation												30,000	
Tennis/Pickle Ball Court Lighting	Acquisition	Recreation											30,000	FC	
(See Town-Wide Facilities Plan)															
Subtotal Facilities & Land			10,750		10,750		10,750		35,750		35,750		40,750		83,750
<u>INFRASTRUCTURE</u>															
Subtotal Infrastructure			-		-		-		-		-		-		-
<u>FLEET INVENTORY (VEHICLES)</u>															
Tranportation Van	Vehicles	Recreation	55,000	FC											
Subtotal Fleet Inventory			55,000		-		-		-		-		-		-
<u>EQUIPMENT</u>															
Recreation Equipment Replacement Program	Operational Ex	Recreation	9,000	CL	9,000	CL	9,000	CL	9,000	CL	9,000	CL	9,000	CL	45,000
Subtotal Equipment			9,000		9,000		9,000		9,000		9,000		9,000		45,000
TOTAL CAPITAL PLAN EXPENDITURE AMOUNTS			74,750		19,750		19,750		44,750		44,750		49,750		128,750

TOWN OF WELFLEET, MASSACHUSETTS**CAPITAL IMPROVEMENT & MAINTENANCE PROGRAM****CAPITAL REQUEST SUBMISSION FORM - Fiscal Year 2025**

Request Title:	2023 Transit Passenger Van XLT 15 Passenger Van	Amount:	58,050	New/ Replace/ Addition	Replacement
Department:	Beach & Recreation	Type:		Classification:	
				Category:	Priority: 1

DESCRIPTION: *Provide a project description, including an overview of its timeline, location(s), stakeholders, cost drivers, supporting detail and expected useful life.*

This request is to fund the purchase of a 15 passenger van (See attached documentation for exact specifications) The stakeholders are the youth of the community The Department currently possesses a 2005 van that, having served a vital purpose, is at the point of diminishing returns, requiring annual costly repairs to the brakes, front end and air-conditioning. The cost of staffing and maintenance are already included in the Recreation Budget. The expected useful life of a new van would be 7-10 years.

BENEFITS/IMPACTS: *Highlight project benefits, including efficiencies created, service enhancements, cost savings, Select Board/Strategic Goals achieved. Describe short and long-term consequences of not completing the project.*

Transportation limitations are one of the major impediments to recreation programming. The van is an invaluable resource in facilitating programming at the various amenities and facilities for children and teens, both in Town and around the Outer Cape. The Department has successfully utilized a gifted 2005 van for the past several years transporting children in the summer 5 days a week to local ponds, trails, theater and music venues. In the Fall-Spring months the Department utilizes the van to transport children to after school activities through the community center without walls initiative, including a hiking and foraging program, back and forth to Baker's Field and to various locales around the Outer Cape. With an upgraded vehicle the Department will be able to transport Children to even more up Cape locales to be able to more fully access all the diverse opportunities available. In addition the Wellfleet Elementary School will utilize the van to enhance their programming during the school day as teachers could easily bring students to the many, natural, cultural and environmental locales on Cape Cod to enhance the educational experience of the students. (see letter of support from Wellfleet Elementary School Principal Adam O'Shea) The gifted van is on it's last legs. Without a replacement van the Department will need to rent a bus/ van every time transport is required the cost of which will severely limit the amount of trips taken.

JUSTIFICATION: *Succinctly summarize your request and statement of need.*

The van will allow the Department to significantly increase program offerings without increasing staff or operating costs simply by facilitating transport to currently existing excellent cultural, educational, environmental, social, art music and sports opportunities within the Outer Cape Community, allowing for the enhancement of the successful "Community Center without Walls" concept that seeks to increase programming without the major capital expense of an actual physical Community Center building.

OPERATING BUDGET IMPACT: *Describe how this request/project impacts operating budgets. i.e. Does it increase/reduce energy costs? Reduce current maintenance, staffing, or support costs?*

There will be no significant operating budget impact of this request, aside from some additional part time hours for a staff member to drive the van. A new van would not require as much maintenance cost as the current 2005 van does.

FUNDING: *Describe how you anticipate funding this request. Are there any grant opportunities available and have we pursued those options?*

Recreation Fund. Anticipated annual revenue from the Recreation Department for FY 2024 is \$75,000-\$80,000 Options for obtaining another used van from the CCRTA have been explored.

Digitally generated image shown. Actual vehicle may vary. See your dealer for details.



2023 Transit
PASSENGER VAN XLT

PAINT ^{S4}

COLOR

Oxford White | **Included**

SUMMARY

\$58,050

ESTIMATED NET PRICE ^{S5}

\$1,035

PER MONTH FOR 60 MONTH FINANCE ^{S6}

PAINT ^{S4}

Oxford White	\$0
--------------	-----

POWERTRAIN ^{S4}

3.5L PFDi V6 Engine	\$0
---------------------	-----

Rear-Wheel Drive	\$0
------------------	-----

10-Speed SelectShift® Automatic Transmission	\$0
--	-----

3.73 Non-Limited Slip Axle	\$0
----------------------------	-----

PACKAGES ^{S4}

302A	\$0
------	-----

Exterior Upgrade Package - SRW	\$0
--------------------------------	-----

Digitally generated image shown. Actual vehicle may vary. See your dealer for details.



16" Steel Wheels with Full Silver Wheel Cover	\$0
235/65R16C 121/119 R BSW All-Season Tires	\$0
Short Arm Power Adjusting, Power-Folding Heated with Turn Signals	\$0
50/50 Hinged Rear Door – 253-degree Opening	\$75
Windows – Tinted Glass	\$0
Running Board – Passenger Side	\$310
Keyless Entry Keypad	\$95
Bumper Front – Body Colored	\$0
Spare Tire and Wheel	\$0
Horn – Dual Note	\$20
Blind Spot Assist 1.0	\$0
Reverse Sensing System	\$0
Front Sensing System	\$0
Side Sensing System	\$0
High Resolution Digital Camera	\$0
Exterior Lighting – High-Intensity Discharge (HID) Headlamps	\$0
Wiper Activated Headlamps	\$0
Exterior Lighting – Front Fog Lamps	\$0
Roof Marker Lamp Delete	\$0
Windows – Fixed Glass, All-Around	\$0

Digitally generated image shown. Actual vehicle may vary. See your dealer for details.



INTERIOR ^{S4}

Dark Palazzo Grey	\$0
Dark Palazzo Gray Cloth, 2-Way Manual Driver and 2-Way Manual Passenger Seats	\$0
Large Center Console	\$0
Floor Covering – Full-Length Carpet	\$0
Illuminated Sun Visor	\$0
B-Pillar Assist Handle (Low Roof)	\$0
Rearview Mirror	\$0
Seat Configurations – Fifteen (15) Passenger	\$1,495
Intelligent Access with Push Button Start	\$370
Front and Rear Auxiliary A/C and Heater	\$0
Cruise Control with Adjustable Speed Limiting Device (ASLD)	\$0
Horn – Dual Note	\$20
Back Up Alarm	\$150
Full Rear Compartment Lighting	\$0
SYNC® 4, 12" Multi-Function Display with Connected Built-In Navigation	\$0

PRICING SUMMARY

BASE MSRP ^{S1}	\$53,640
OPTIONS ^{S4}	+ \$2,515
ACCESSORIES ^{S8}	+ \$0
DESTINATION CHARGES ^{S17}	+ \$1,895
TOTAL MSRP ^{S16}	= \$58,050
ESTIMATED NET PRICE ^{S5}	= \$58,050
MONTHLY PAYMENT ^{S6}	\$1,035

Finance based on \$5,805 down payment,
60 month term and 7% APR, \$0 trade-in-value

YOUR ZIP CODE [02667](#)

CLOSEST FORD DEALER

[Chatham Ford, Inc.](#)

16.93 miles away

[\(833\) 303-8732](#)

Your Configuration: 2023 Transit Passenger Van, XLT, 3.5L PFDi V6 Engine, 3.73 Non-Limited Slip Axle, Transit Long 250, Low Roof, 146", 10-Speed SelectShift® Automatic Transmission
Pricing shown for Zip code 02667 as of October 18, 2023 ^{S2}

Disclosures

Note.

Information is provided on an "as is" basis and could include technical, typographical or other errors. Ford makes no warranties, representations, or guarantees of any kind, express or implied, including but not limited to, accuracy, currency, or completeness, the operation of the Site, the information, materials, content, availability, and products. Ford reserves the right to change product specifications, pricing and equipment at any time without incurring obligations. Your Ford dealer is the best source of the most up-to-date information on Ford vehicles.

Disclosures through S18 apply to Search Dealer Inventory, Request A Quote, Get An Internet Price, Get A Quote, Let Us Find It For You, Build & Price and Incentives & Offers.

S1.

Manufacturer's Suggested Retail Price (also referred to as "MSRP", "Base MSRP", "Base Price" or the "Starting At" price), excludes destination/delivery charge, taxes, title, license, and registration and/or electronic filing fees, dealer fees, and total of options.

For authenticated AXZ Plan customers, the price displayed may represent Plan pricing. Not all AXZ Plan customers will qualify for the Plan pricing shown and not all offers or incentives are available to AXZ Plan customers.

S2.

Images shown are for information purposes only, and may not necessarily represent the configurable options selected or available on the vehicle. We cannot be responsible for typographical or other errors, including data transmission, display, or software errors, that may appear on the site.

S3.

Offers shown may not be available to all customers. Incentives lists are examples of offers available at the time of posting and are subject to change and expiration. Not all incentives can be redeemed together. To take advantage of rebates, incentives and/or financing offers you must take new retail delivery from dealer stock by the expiration date noted. Not all buyers will qualify for Ford Credit financing or other offers. Restrictions apply. See your local dealer for complete details.

S4.

The Option Package price and monthly payment displayed is for illustration purposes, only. Prices and monthly payments may vary based on features included in package, financing terms and availability. Some Options are not available separately. Not all Options or Option Packages are available on all vehicles. See your local dealer for details.

S5.

Estimated Net Price is the Total Manufacturer's Suggested Retail Price ("Total MSRP") minus any available offers and/or incentives. Incentives may vary. Excludes taxes, title, and registration fees. For authenticated AXZ Plan customers, the price displayed may represent Plan pricing. Not all AXZ Plan customers will qualify for the Plan pricing shown and not all offers or incentives are available to AXZ Plan customers.

S6.

The payment estimator will calculate a monthly payment based on the MSRP of the vehicle you have configured, including the dealer-installed accessories. For authenticated AXZ Plan customers, the price displayed may represent Plan pricing. Not all AXZ Plan customers will qualify for the Plan pricing shown. Actual monthly payment is based on a variety of factors, including differing financing or leasing terms, accessory prices and installation costs. Financing payment calculations are estimates only, and are based on amount of down payment, APR and term. Lease payment calculations are estimates only, and are based on an annual mileage calculation determined by your dealer. A charge is assessed for any mileage driven that exceeds this limit. Lessee is responsible for \$395 lease Disposition Fee in select states. Not all buyers will qualify for financing or a lease. Contact your local Ford or Lincoln Dealer for details.

S7.

While dealer inventory is generally updated on a daily basis, there are no guarantees that the inventory shown will be available at the dealership. Mid-model-year manufacturing changes, as well as dealer-added accessories on the actual vehicle may differ from the options and features listed. Vehicles that are identified as 'Exact Matches' may have a different price or different features not represented on the site. We make every effort to provide you with the most accurate, up-to-date information, however, only your local Ford dealer can provide you with information regarding actual vehicle availability.

S8.

Dealer Accessories are defined as items that do not appear on the factory window sticker that are installed by a Ford or Lincoln Dealers. Actual Prices for all accessories may vary and depend upon your dealer. Prices DO NOT include installation or painting, which may be required for particular items. Please check with your authorized dealer for complete pricing accuracy for all accessories and parts.

Genuine Ford Accessories will be warranted for whichever provides you the greatest benefit: 12 months or 12,000 miles (whichever occurs first) or the remainder of your Bumper-to-Bumper 3-year/36,000-mile New Vehicles Warranty. Contact your local Ford, Lincoln or Mercury dealer for details and a copy of the limited warranty.

Ford Licensed Accessories (FLA) are warranted by the accessories manufacturer's warranty. Contact your Ford, Lincoln or Mercury Dealer for details regarding the manufacturer's warranty and/or a copy of the FLA product limited warranty offered by the accessory manufacturer.

Most Ford Racing Performance Parts are sold with no warranty. Ford Racing Performance Parts are sold "As Is", "With All Faults", "As They Stand" and without any express warranty whatsoever, unless otherwise expressly designated herein. To determine which parts come with a warranty from the original manufacturer, or from Ford Racing, please contact the Ford Racing Techline at (800) FORD788.

S9.

The "Trade-In Value" of your vehicle is an estimate, only, and many factors that cannot be assessed without a physical inspection of the vehicle may affect actual value. For purposes of this website, we use the services of a third-party vendor to provide Trade-In Value calculations. While we believe this information is reliable, we are not responsible for and do not guarantee the accuracy or reliability of the information. Please see your local Ford dealer for information regarding actual trade-in availability and value.

S10.

AXZ Plan pricing, including AXZ Plan option pricing, is exclusively for eligible Ford Motor Company employees, friends and family-members of eligible employees, and Ford Motor Company eligible partners. Restrictions apply. See your Ford or Lincoln dealer for complete details and qualifications. Ford Motor Company reserves the right to modify the terms of AXZ Plan pricing or availability at any time. Some dealers may also choose not to participate in plan pricing. Contact your local dealer to determine final pricing.

S11.

EPA estimated city/highway mpg based on base engine/transmission configuration. Actual mileage will vary.

S12.

Towing - Properly equipped.

S13.

For Dealer Ordered vehicles, the vehicle has already been ordered by the dealer and is in the process of being manufactured by the factory. If you are interested in the vehicle marked "Dealer Ordered", contact the dealership for a delivery estimate.

S14.

The "estimated selling price" is for estimation purposes only and the figures presented do not represent an offer that can be accepted by you. See your local dealer for vehicle availability and actual price. The Estimated Selling Price shown is the Base MSRP plus destination charges and total of options, but does not include service contracts, insurance or any outstanding prior credit balance. Does not include tax, title or registration fees. It also includes the acquisition fee. For Commercial Lease product, upfit amounts are included.

The "estimated capitalized cost" is for estimation purposes only and the figures presented do not represent an offer that can be accepted by you. See your local dealer for vehicle availability, actual price, and financing options. Estimated Capitalized Cost shown is the Base MSRP plus destination charges and total of options, but does not include service contracts, insurance or any outstanding prior credit balance. Does not include tax, title or registration fees. It also includes the acquisition fee. For Commercial Lease product, upfit amounts are included.

S15.

The "amount financed" is for estimation purposes only and the figures presented do not represent an offer that can be accepted by you. See your local dealer for vehicle availability, actual price, and financing options. Estimated Amount Financed is the amount used to determine the Estimated Monthly Payment. It is equal to the Estimated Selling Price of the vehicle less Down Payment, Available Incentives and Net Trade-in Amount.

The "adjusted capitalized cost" is for estimation purposes only and the figures presented do not represent an offer that can be accepted by you. See your local dealer for vehicle availability, actual price, and financing options. Estimated Adjusted Capitalized Cost is the amount used to determine the Estimated Monthly Payment. It is equal to the Estimated Capitalized Cost less Down Payment, Available Incentives, and Net Trade-in Amount.

S16.

Total MSRP is Base MSRP plus options, destination and delivery charges. Excludes taxes, title, and registration fees.

S17.

Destination Charges are associated with getting the vehicle from the manufacturer to the dealership. Prices listed are MSRP and are based on information updated on this website from time to time.

S18.

Acquisition Fee is a charge paid by the lessee to Ford Credit to help cover the cost of acquiring and servicing the account.

Note2.

For Manufacturer Specific Disclosures See Below

1.

Starting MSRP excludes destination/delivery charge, taxes, title and registration. Optional equipment not included. Starting A, Z and X Plan price is for qualified, eligible customers and excludes document fee, destination/delivery charge, taxes, title and registration. Not all vehicles qualify for A, Z or X Plan. All Mustang Shelby GT350 and Shelby GT350R prices exclude gas guzzler tax.

2.

EPA-estimated city/hwy mpg. See fuelconomy.gov for fuel economy of other engine/transmission combinations. Actual mileage will vary. MPGe is the EPA equivalent measure of gasoline fuel efficiency for electric mode operation.



WELLFLEET ELEMENTARY SCHOOL
100 Lawrence Road ~ Wellfleet, MA 02667

Adam O'Shea, Principal

508-349-3101/ Fax: 508-349-1377

December 1st, 2023

Good Afternoon Wellfleet Town Administrator,

This letter is to share my support for the proposal of the purchase of a 15 passenger van. Working in coordination with the Wellfleet Recreation Department, this purchase would be an asset to our students throughout their academic school year.

A major challenge at this point in providing experiences off campus for our students is the limitations of our transportation system. Currently, there is a shortage of drivers available across the Commonwealth, and this is even more exacerbated on the outer Cape. The purchase of a 15 passenger van offers opportunity, as it can be operated by a town employee with a valid Massachusetts license. Additionally, the costs associated with transporting by bus, either Coach, or other have increased exorbitantly.

Secondly, with our enrollment numbers, a 15 person van meets the projected class size of most of our grade levels. This is a more efficient mode of transportation and one that makes sense fiscally, as well as environmentally.

Again, I fully support the purchase of this van and look forward to working in coordination with the Wellfleet Recreation Department to get the most out of this.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Adam O'Shea'.

Adam O'Shea

Principal

Wellfleet Elementary School

TOWN OF WELLFLEET, MASSACHUSETTS - Recreation Department Court Resurfacing Maintenance Program

Summary: Recreation Dept. maintains 3 court based playing surfaces. These require ongoing maintenance in order to prolong the useful life of the facility and avoid unnecessary/costly repairs and significant reconstruction before end of expected life. Since monitored and executed by the Recreation Department, this program is included in the Rec Dept. capital improvement plan, in lieu of the Town-wide facility plan.

Court Resurfacing Maintenance Program

Courts Mayo Beach Basketball courts, Bakers Field Tennis Courts, and Bakers Field Tennis/pickle ball courts are the 3 playing surfaces maintained by the department. Maintenance standards indicate an approximate 7 year resurfacing regime to prolong the expected useful life of the asset. This results in a 4.3 unit replacement over a 10-year cycle ($10/7 = 1.43 * 3 = 4.3$) @ an average cost of \$25,000 per surface for a total 10-year cost of \$107,500, or \$10,750 annually.

SkateBoard Park Is excluded from this maintenance program.

Annual and 5-Year
Cost Calculation: 10,750 annually for court resurfacing

TOWN OF WELLFLEET, MASSACHUSETTS - Recreation Department Departmental Equipment Replacement Programs

Summary: Rec. Dept. has equipment needs that represent assets with a useful life of greater than 1 year and are not provided for within the annual operating budget. To the extent this equipment need is of an ongoing recurring nature and has significant operational impacts, these items are good candidates for a recurring replacement program. These items consist of job required outfitting of a non-controversial nature funding for which has traditionally been provided on an ad-hoc basis.

Equipment Replacement Program

AED's	Consists of 2 AED's that are in various condition and age. Estimated cost is 4,000 over 10 year life. $4000 * 2 = 8,000/10$, or \$1,000 annually (rounded up).
Basket Ball Hoop apparatus	Hoops, backboard, fasteners, poles are expensive equipment requiring periodic replacement. Rec program provides for 6 such apparatus, with a replacement cost of approximately \$6,000 each and a 10 year estimated life. $6000 * 6 = 36,000$ cost over a 10-year cycle, or \$3,600, annually.
Court Nets and appliances	The recreation program currently provides for 6 pickle ball courts and 4 tennis courts which require nets, posts and related appliances. These set of appliances average \$2,200 each and have an estimated life of 7 years. Replacement rate is 1.43 over a 10 year cycle so, $10 \text{ nets/appliances} * 1.43 = 14.3$ unit replacements over 10 years @ average cost of \$2,200 = \$31,460 10 year cost, or 3,100 annually.
SkateBoard Park Equip.	The skateboard park has some ancillary equipment needed periodically to maintain in good condition and working order. Primarily, there is 1 wooden ramp that needs periodic replacement with an estimated cost of \$5,000 and a 5 year life. This results in 2 replacements at a cost of \$10,000 over a 10 year cycle, or \$1,000 annually.
Annual and 5-Year Cost Calculation:	AED's \$1,000; Bakset Ball Hoops \$3,600; Court Nets/appliances \$3,100; Skateboard park \$1,000 = \$9,000 annually (rounded up)

Date of Update		CONDITION ASSESSMENT (POINTS)																			
Department	Model		VIN #	Plate #	Est. Cost New	Expected		Years in Service	Function	Drive		FEV Policy Exempt	Combined MPG	Miles	Engine Hours	CONDITION ASSESSMENT (POINTS)					Total Points
	Year	Manufacturer				Make/Model	Max Life (Years)			In-Service Date	System					GVW	Age	Miles/Hours	Type of Service	Reliability	
Recreation	2006	Ford	1F8NE31L26DB30482	M5243A	\$55,000	10	7/1/05	18	Transport	2WD	9,000		13	139,154	18	12	3	4	4	3	44

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 17: Wellfleet Elementary School Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 18: Marina Enterprise Fund Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials

TOWN OF WELFLEET, MASSACHUSETTS

MARINA ENTERPRISE FUND

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030		Thereafter
			Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount
FACILITIES AND LAND															
Marina Capital Repair & Maint Program (Pending completion of Master Plan)	Extraordinary M	Marina													
Harbormaster Building	Extraordinary M	Marina													
Bathhouse Building & Septic	Extraordinary M	Marina													
(See Town-wide Facilities Plan)															
Subtotal Facilities & Land			-		-		-		-		-		-		-
INFRASTRUCTURE															
Dredge Planning & maintenance Area 1 Dredging (Pier/Inner Channel)	Planning/Engin	Marina													
Permit & Mitigation	Planning/Engin	Marina								500,000	BI				
Maintenance Dredge	Extraordinary M	Marina								3,200,000	BI				
Full Dredge	Renovation/Co	Marina												8,000,000	
Area 2 Dredging (Mooring Field)															
Permit & Mitigation	Planning/Engin	Marina	4,500,000	BI											
Maintenance Dredge	Extraordinary M	Marina													
Full Dredge	Renovation/Co	Marina			10,000,000	Other									
(See Town-wide Infrastructure Plan)															
Subtotal Infrastructure			4,500,000		10,000,000		-		-	3,700,000			-		8,000,000
FLEET INVENTORY (VEHICLES)															
Harbormaster Light Duty Vehicle	Vehicles	Marina													65,000
Marina Medium Duty Vehicle	Vehicles	Marina					70,000	FC							
Crane Truck/Unit - not in replacement prg.	Vehicles	Marina													
ATV - Not in replacement prg.	Vehicles	Marina													
Rescue Boat	Vehicles	Marina													
Work Skiff	Vehicles	Marina													50,000
Harbor Work Boat	Vehicles	Marina										150,000	Other		

TOWN OF WELLFLEET, MASSACHUSETTS

MARINA ENTERPRISE FUND

CAPITAL BUDGET for Fiscal Year 2025 and CAPITAL IMPROVEMENT PLAN FY 2026 through 2030, and years 6-10 THEREAFTER

ASSET TYPE/ITEM	Classification	Dept.	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030		Thereafter
			Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount
Subtotal Fleet Inventory			-		-		70,000		-		-		150,000		115,000
EQUIPMENT															
Boat Engine Replacement Program	Operational Eq	Marina	22,000	EF	9,000	EF	9,000	EF	9,000	EF	9,000	EF	9,000	EF	45,000
Equipment/Trailer Replacement Program	Operational Eq	Marina	3,500	EF	3,500	EF	3,500	EF	3,500	EF	3,500	EF	3,500	EF	3,500
Pier Camera System	Operational Eq	Marina			15,000	EF									
Subtotal Equipment			25,500		27,500		12,500		12,500		12,500		12,500		48,500
TOTAL CAPITAL PLAN EXPENDITURE AMOUNTS			4,525,500		10,027,500		82,500		12,500		3,712,500		162,500		8,163,500

ANTICIPATED FUNDING SOURCES															
(CL) Capital Levy (Recurring)															
(CEX) Capital Levy Exclusion															
(BI) Bond Issuance			4,500,000								3,700,000				8,000,000
(LI) Lease Issuance															
(FC) Free Cash							70,000								
(CPA) Community Preservation Act															
(AF) Ambulance Fund															
(CF) Cable Fund															
(EF) Enterprise Fund			25,500		27,500		12,500		12,500		12,500		12,500		48,500
(OAF) Other Available Fund															
(Grt) Grant															
Other/TBD					10,000,000								150,000		115,000
TOTAL ANTIPATED FUNDING			4,525,500		10,027,500		82,500		12,500		3,712,500		162,500		8,163,500
Capital Plan Funding Surplus (Deficit)			-		-		-		-		-		-		-

Marina Maintenance Program TBD - will need to provide recurring funding for L-Pier Replacement; Revetments; Pilings; Docks & Slips; Finger Docks; Parking and walkway surfaces; water and electric services; fuel facilities, Boat ramp, gangways, etc.

Dredging Maintenance Program TBD - need to document and establish timing/sequence of work and establish recurring funding source.

TOWN OF WELLFLEET, MASSACHUSETTS - Marina Enterprise Fund Departmental Equipment Replacement Programs

Summary: Marina Enterprise utilizes three boats in its day-to-day operations. These vessels are individually significant and separately identified within the CIP. However, boat engine and trailers have a estimated useful life of 1/2 that of the asset - approx. 10 years. These components are essential elements of making sure this operational equipment is kept in service and funding should be provided to ensure replacement of these components on a periodic basis, when needed.

Equipment Replacement Program

Engines Engines have a 10 year life and varying costs depending on size. The Rescue boat has 2 Mercury 225hp engines (2023) @ a replacement cost of \$30,000 each; Work Skiff utilizes an Evinrude 40hp engine (2010) with a replacement cost of \$12,000; Work Boat utilizes a 115 hph Evinrude (2006) w/ replacement cost of \$18,000. This results in \$90,000 replacement cost over 10 years for 4 boat engines, or \$9,000 annually. Since there are engines up for replacement in FY 25 and 26, this program will also need to be front loaded with addl funding to provide for the timing of purchases.

Trailers Trailers have an estimated service life of 10 years. The department has 3 boat trailers used for various purposes and varying replacement cost. 1 E-Z loader trailer for the Rescue Boat w/ est. replacement cost of \$10,000 and 2 homemade trailers for the smaller work skiff and work boat with an average cost between the two of \$8,500 each. It is assumed the department will continue to utilize homemade/reconstructed trailers to the extent possible, but should provide for at least one full trailer replacement every 10 years. At \$10,000 each 10 years the annual amount is \$1,000, but increase nominally to provide for reconstruction of passed down/used trailers.

Equipment Replacement This program is reserved for radio/communication equipment. Small departmental equipment (i.e. survival suits) and boat equipment is provided for in the Operating Budgets small equipment line item. For radio equipment, the department utilizes 1 base station radio at the Harbormaster building; 1 console radio in Harbormaster Truck; 1 console radio in the Rescue Boat; and 2 portable radios. On average, radios cost \$4,000 per unit and have an approximate life of 10 years. $5 \text{ radios} * \$4,000 = 20,000 / 10 \text{ years} = 2,000 \text{ per year}$.

Annual and 5-Year Cost Calculation: Engine replacement program - \$9,000 annually. Equipment Replacement Program - 2,000 for radio's + \$1,500 for trailers = 3,500 annually.

Date of Update:		CONDITION ASSESSMENT (POINTS)																						
Department	Model	Year	Manufacturer	Make/Model	VIN #	Plate #	Est. Cost New	Expected		Years in Service	Function	Drive System	GVW	FEV Policy Exempt	Combined MPG	Miles	Engine Hours	Age	Miles/ Hours	Type of Service	M&R			Total Points
								Max Life (Years)	In-Service Date												Reliability	Costs	Condition	
Marina (Harbormaster LDV)	2024	FORD	F-150				\$60,000	10	7/1/23	0	Utility	4WD				1	0	0	3	2	2	2	9	
Marina (Work Truck MDV)	2017	FORD	F-250				\$70,000	10	7/1/17	6	Utility	4WD				1	6	0	3	2	2	2	15	
Marina Crane Truck	1998	MAN	3-6000-24142-10142				\$125,000	20	7/1/70	53	HeavyEquip	2WD				1	53	0	3	5	5	5	71	
Marina ATV	2015	Polaris	ATV - Pass Down from other Dept.				\$11,000	5	7/1/15	8	FleetEquip	AWL Other				1	8	0	2	4	3	4	21	
Marina	2023	LifeProof	20' Center Console Rescue Boat				\$250,000	20	7/1/23	0							0	FALSE	FALSE				0	
Marina	2010	Alcar	16' Work Skiff				\$50,000	20	7/1/10	13							13	FALSE	FALSE				13	
Marina	2006	Alcar	21' Harbor Work Boat				\$150,000	20	7/1/06	17							17	FALSE	FALSE				17	

TOWN OF WELLFLEET, MASSACHUSETTS

SECTION 18: Water Enterprise Fund Capital Plan

- FY 2025 Requested Capital Budget and Five-Year Capital Plan
- FY 2025 Capital Request Submission Forms
- Department Vehicle/Fleet Inventory & Condition Assessment
- Additional Materials



Town of Wellfleet Water System - Summary of Conditions

Town of Wellfleet, MA PWS ID# 4318094
Municipal Water System

PREPARED BY: Adam Bertrand,
Manager - Water, Whitewater, Inc

Revised Date: 11/1/2023

Asset Description	Make	Model	Serial Number	Capacity or Size	Year Installed	Typical Service Life	Estimated Remaining Service Life	Summary of Conditions	Notes
Boys Scout Treatment									
Raw Water Meter	Siemens	Mag500	7ME652 412002U240	Reads in Gallons	2001	15 Years	0	Needs Replacement	
Analyzer Meter	Scancoeder	C-700		Reads in Gallons	Unknown	10 Years	5 Years	Needs Replacement	Recommend replacement
Chlorine / pH Analyzer	ATI	Q46		N/A	Unknown	10 Years		Needs Future Evaluation	
Chlorine Probe	ATI	NI-A10-62	65/-24754-0A	N/A	Unknown	1-2 years		Needs Future Evaluation	Recommend a spare on site.
pH Probe	ATI		07-0096-11053	N/A	Unknown	1-2 years	1 Year	Needs Future Evaluation	Recommend a spare on site.
Pressure Transducer		0/200PSI		0-200PSI	Unknown	5-10 Years	1 Year	Needs Future Evaluation	Recommend a spare on site.
Eye Wash Hot Water	BBT			ON-DEMAND	Unknown	5-10 Years	3 Years	Needs Future Evaluation	
Eye Wash PRV		519		N/A	Unknown	10 Years	5 Years	Needs Future Evaluation	
Butterfly Valve	Spers	4" PVC	81571	4" PVC	Unknown	10 years	8 Years	Needs Future Evaluation	
1" air release valve	Val-Matic	1015		1"	Unknown	10 Years	5 Years	Needs Future Evaluation	
Check Valve				4" PVC	Unknown	10 Years	5 Years	Needs Future Evaluation	
KOH Chemical Pump	Iwaki	EHE31E1-PEV	904020095	5.5 GPH	Unknown	5 Years	0 Years	Needs Replacement	Recommend replacement
Chemical Transfer Pump	LUTZ	B 365C	30010 007519	N/A	Unknown	5 Years	0 Years	Needs Replacement	Recommend replacement
Well Pump VFD's	Automation Direct	GS4-4030		Unknown	Unknown	15 Years	10 Years	Needs Future Evaluation	
Well #4 Motor	Franklin Electric	6' Volt - X Motor		230/460 / 3PH / 60HZ	Unknown	10 Years	8 Years	Needs Future Evaluation	
Well #4 Pump				25 HP	Unknown	10 Years	8 Years	Needs Future Evaluation	
Well #5 Motor				230/460 / 3PH / 60HZ	Unknown	10 Years	8 Years	Needs Future Evaluation	
Well #5 Pump				25HP	Unknown	10 Years	8 Years	Needs Future Evaluation	
VFD Surge Protective Device	SPD Series			30 Amp.	Unknown	As needed		Needs Future Evaluation	
SCADA Systems					Unknown	As needed		Needs Future Evaluation	
Transformer	GE	9T83C9870G15	1M0166780*	11.0 KVA / 60HZ / 3 PH / 5.7% IMP	Unknown	As needed		Needs Future Evaluation	Recommend electrical system to be evaluated by an Electrician
Electrical System					Unknown	As needed		Needs Future Evaluation	Recommend Generator be evaluated
Generator Transfer Switch	Kohler				Unknown	As needed		Needs Future Evaluation	Recommend Generator be evaluated
Exhaust Fan	A.O Smith	F48Y60A01	03509M1	1/4 hp	Unknown	As needed	0 Years	Needs Replacement	Needs to be replaced, not working
Emergency Lighting					Unknown	As needed	0 Years	Needs Replacement	Needs to be replaced, not working
Station Heater	Stelpro	UH0553CT		6.02 Amps / 60 Hz / PH 3/1 / 5KW Watts / 480 Volts	Unknown	As needed		Needs Future Evaluation	
Treatment Building Generator					Unknown	As needed		Needs Future Evaluation	Overall building is in good condition. Paint is in good shape, some roof repairs are needed. Recommend Generator be evaluated by South Shore Sales and Services
Propane for Generator					Unknown	As needed		Needs Future Evaluation	Tanks are in poor shape and should be replaced
Water Storage Tank									
Tank				500,000 Gallon	Unknown	As needed		Needs Repair	Tank paint is in poor condition, recommend tank be repainted
Chlorine pump	LMI	AD251-A30HI	15053991373-1	0.80 GPH	Unknown	As needed		Needs Repair	Recommend replacement
Tank level Sensor	Pro Sense	EP525-V145-100	9720986		Unknown	As needed		Needs Future Evaluation	Recommend a spare on site.
Tank Heater	Dayton				Unknown	As needed		Needs Future Evaluation	
Electrical System					Unknown	As needed		Needs Future Evaluation	Recommend electrical system to be evaluated by an Electrician, includes all breakers
Cathodic Protection	Corpro	TASCA 30-8 CJ	C-100443	115-V AC / 30-V DC / 3.45 Amps	Unknown	As needed		Needs Future Evaluation	Recommend Cathodic Protection be evaluated by Corpro
Electrical System	Kohler				Unknown	As needed		Needs Future Evaluation	Recommend Generator be evaluated
Generator Transfer Switch	Kohler				Unknown	As needed		Needs Future Evaluation	Recommend Generator be evaluated
Colts Neck									
Raw Water Meter	Siemens	Mag500	7ME652 412002U240	Reads in Gallons	2001	15 Years	0 Years	Needs Replacement	Recommend replacement
Analyzer Meter	Hersey-Meters	430	20566152	Reads in Gallons	Unknown	15 Years		Needs Replacement	
Chlorine / pH Analyzer	ATI	Q46			Unknown	10 Years	5 Years	Needs Future Evaluation	
Chlorine Probe	ATI	NI-A10-62	65/-24754-0A		Unknown	1-2 years	1 year	Needs Future Evaluation	Recommend a spare on site.
pH Probe	ATI		07-0096-587023		Unknown	1-2 years	2 Years	Needs Future Evaluation	Recommend a spare on site.
Pressure Transducer	Siemens			PSI	Unknown	5-10 Years		Needs Future Evaluation	
Check Valve	VAG	5670			Unknown	As needed		Needs Future Evaluation	
Heater	Berko	HUHA348		480-V / 3-PH / 60 Hz	Unknown	As needed	0 Years	Needs Replacement	Needs to be replaced, not working
Electrical System					Unknown	As needed		Needs Future Evaluation	
Generator	Kohler				Unknown	As needed		Needs Future Evaluation	Recommend Generator be evaluated
Generator Transfer Switch	Kohler				Unknown	As needed		Needs Future Evaluation	Recommend Generator be evaluated
Emergency Lighting					Unknown	As needed	0 Years	Needs Replacement	Needs to be replaced, not working
Well #1 Motor				460-V / 3-PH / 10 HP	Unknown	As needed		Needs Future Evaluation	Unknown
Well #1 Pump					Unknown	As needed		Needs Future Evaluation	Unknown
Well #2 Motor				460-V / 3-PH / 5HP	Unknown	As needed		Needs Future Evaluation	Unknown
Well #2 Pump				Unknown	Unknown	As needed		Needs Future Evaluation	Unknown
Well #3 Motor				460-V / 3-PH / 10 HP	Unknown	As needed		Needs Future Evaluation	Unknown
Well #1 VFD				Unknown	Unknown	As needed		Needs Future Evaluation	Unknown
Well #2 VFD				Unknown	Unknown	As needed		Needs Future Evaluation	Unknown
Well #3 VFD				Unknown	Unknown	As needed		Needs Future Evaluation	Unknown
Distribution System									
Fire Hydrants									
Hyd. #	Make	Model	Size	Safety Chains	Street Name	Install Year	Paint Condition		
1	Mueller	Super Centurion	5 1/4"	No	Old Kings Highway	2009	Bad		
2	Mueller	Super Centurion	5 1/4"	No	Old Kings Highway	2009	Bad		
3	Mueller	Super Centurion	5 1/4"	No	Old Kings Highway	2009	Bad		
4	Mueller	Super Centurion	5 1/4"	No	Old Kings Highway	2009	Good		
5	Mueller	Super Centurion	5 1/4"	No	Cahoan Hollow Road	2009	Bad		
6	Mueller	Super Centurion	5 1/4"	No	Cahoan Hollow Road	2009	Bad		
7	Mueller	Super Centurion	5 1/4"	No	Cahoan Hollow Road	2009	Bad		
8	Mueller	Super Centurion	5 1/4"	No	Cahoan Hollow Road	2009	Bad		
9	Mueller	Super Centurion	5 1/4"	No	Cahoan Hollow Road	2009	Bad		
10	Mueller	Super Centurion	5 1/4"	No	Zobeth Smith Way	2009	Bad		
11	Mueller	Super Centurion	5 1/4"	No	Cahoan Hollow Road	2009	Bad		
12	Mueller	Super Centurion	5 1/4"	No	Main Street	2009	Good		
13			5 1/4"		xxx				
14	Mueller	Super Centurion	5 1/4"	No	Main Street	2009	Good		

15	Mueller	Super Centurion	5 1/4"
16	Mueller	Super Centurion	5 1/4"
17	Mueller	Super Centurion	5 1/4"
18	Mueller	Super Centurion	5 1/4"
19	Mueller	Super Centurion	5 1/4"
20	Mueller	Super Centurion	5 1/4"
21	Mueller	Super Centurion	5 1/4"
22	Mueller	Super Centurion	5 1/4"
23	Mueller	Super Centurion	5 1/4"
24	Mueller	Super Centurion	5 1/4"
25	Mueller	Super Centurion	5 1/4"
26	Mueller	Super Centurion	5 1/4"
27	Mueller	Super Centurion	5 1/4"
28	Mueller	Super Centurion	5 1/4"
29	Mueller	Super Centurion	5 1/4"
30	Mueller	Super Centurion	5 1/4"
32	Mueller	Super Centurion	5 1/4"
33	Mueller	Super Centurion	5 1/4"
34	Mueller	Super Centurion	5 1/4"
36	Mueller	Super Centurion	5 1/4"
39	Mueller	Super Centurion	5 1/4"
40	Mueller	Super Centurion	5 1/4"
31	Mueller	Super Centurion	5 1/4"
37	Mueller	Super Centurion	5 1/4"
38	Mueller	Super Centurion	5 1/4"
35	Mueller	Super Centurion	5 1/4"
41	Mueller	Super Centurion	5 1/4"
42	Mueller	Super Centurion	5 1/4"
43	Mueller	Super Centurion	5 1/4"
44	Mueller	Super Centurion	5 1/4"
45	Mueller	Super Centurion	5 1/4"
46	Mueller	Super Centurion	5 1/4"
47	Mueller	Super Centurion	5 1/4"
48	Mueller	Super Centurion	5 1/4"
49	Mueller	Super Centurion	5 1/4"
50	Mueller	Super Centurion	5 1/4"
51	Mueller	Super Centurion	5 1/4"
52	Mueller	Super Centurion	5 1/4"
53	Mueller	Super Centurion	5 1/4"
54	Mueller	Super Centurion	5 1/4"
56	Mueller	Super Centurion	5 1/4"
57	Mueller	Super Centurion	5 1/4"
59	Mueller	Super Centurion	5 1/4"
60	Mueller	Super Centurion	5 1/4"
55	Mueller	Super Centurion	5 1/4"
58	Mueller	Super Centurion	5 1/4"
61	Mueller	Super Centurion	5 1/4"
63	Mueller	Super Centurion	5 1/4"
64	Mueller	Super Centurion	5 1/4"
65	Mueller	Super Centurion	5 1/4"
66	Mueller	Super Centurion	5 1/4"
67	Mueller	Super Centurion	5 1/4"
68	Mueller	Super Centurion	5 1/4"
69	Mueller	Super Centurion	5 1/4"
70	Mueller	Super Centurion	5 1/4"
62	Mueller	Super Centurion	5 1/4"
71	Mueller	Super Centurion	5 1/4"
72	Mueller	Super Centurion	5 1/4"
73	Mueller	Super Centurion	5 1/4"
74	Mueller	Super Centurion	5 1/4"
75	Mueller	Super Centurion	5 1/4"
76	Mueller	Super Centurion	5 1/4"
77	Mueller	Super Centurion	5 1/4"
79	Mueller	Super Centurion	5 1/4"
80	Mueller	Super Centurion	5 1/4"
78	Mueller	Super Centurion	5 1/4"
81	Mueller	Super Centurion	5 1/4"

No	Long Pond Road	2009	Bad
No	Commercial Street	2005	Good
No	Main Street	2009	Good
No	Main Street	2009	Bad
No	Main Street	2009	Bad
No	Main Street	2003	Good
No	Bank Street	2003	Good
No	Commercial Street	2009	Good
No	Commercial Street	2003	Good
No	Commercial Street	2003	Bad
No	Commercial Street	2004	Bad
No	Commercial Street	2003	Bad
No	Commercial Street	2009	Good
No	Kendrick Avenue	2009	Good
No	Kendrick Avenue	2009	Bad
No	Kendrick Avenue	2003	Bad
No	Kendrick Avenue	2009	Bad
No	Kendrick Avenue	2009	Bad
Yes	Kendrick Avenue	2009	Bad
No	Holbrook Avenue	2009	Bad
No	Holbrook Avenue	2009	Bad
No	Holbrook Avenue	2009	Bad
No	Kendrick Avenue	2009	Bad
No	Holbrook Avenue	2009	Bad
No	Holbrook Avenue	2009	Bad
No	Holbrook Avenue	2009	Bad
No	Main Street	2003	Good
No	West Main Street	2003	Good
No	Wellfleet DPW		Poor
No	Pole Dike Road	2003	Bad
No	Pole Dike Road	2009	Needs paint
No	Pole Dike Road	2003	Bad
No	Pheasant Run		Poor
No	Pheasant Run & White Tail		Poor
No	Coles Neck Road	1992	Bad
No	Coles Neck Road	2003	Bad
No	Gristmill Way		Ok
No	Gristmill Way, Well #3		Ok
No	Old Kings Highway	2009	Bad
No	Lawrence Road	2009	Bad
No	Lawrence Road	2009	Bad
No	Lawrence Road	2009	Bad
No	School Street	2009	Bad
No	School Street	2009	Bad
No	Lawrence Road	2009	Bad
No	Lawrence Road		Good
No	School Street	2009	Bad
No	Cross Street	2011	Good
No	Cross Street	2011	Bad
Yes	Baker Avenue		Good
Yes	Baker Avenue		Good
Yes	Baker Avenue		Good
Yes	Circuit Avenue, Intersection of Railroad Avenue		Ok
Yes	Corner of Summit and Chiquesset Neck		Good
Yes	Hiller Avenue		Good
	xxx		
Yes	105 Hiller Avenue		Ok
Yes	Hiller Avenue		Good
Yes	82 Summit Street		Good
Yes	25 Freeman Avenue		Good
Yes	126 Summit Street		Ok
Yes	Summit Street, across from Atwood Avenue		Good
No	Bank Street	2009	Good
Yes	Baker Avenue, end of private way		Good
Yes	Intersection of Howland & Chiquesset Neck		Good
Yes	95 Chiquesset Neck		Good
Yes	Route 6A, in front of Cumberland Farms	2018	Good

Description	Priority	Budgetary Cost	Client Approval to Provide Formal Quote (Initial)	2023 (Budgetary)	2024 (Budgetary)	2025 (Budgetary)	Status/Comment
Water Tank							
Water Storage Tank	1	\$ 225,000.00		\$225,000.00			Paint is in poor shape. Based on previous quotes
Chlorine pump	1	\$ 3,500.00		\$3,500.00			Pump is old. Should be replaced
Electrical System	1	\$ 3,500.00		\$3,500.00			Recommend electrical system to be evaluated by an Electrician
Cathodic Protection	3	\$ 12,000.00				\$12,000.00	Recommend Cathodic Protection be evaluated by Corrpro
Generator / Transfer Switch	2	\$ 3,500.00			\$3,500.00		Recommend Generator be evaluated
Boy Scout Treatment building							
Raw Water Meter	1	\$ 350.00		\$350.00			Recommend replacement
Analyzer Meter	3	\$ 5,000.00				\$5,000.00	
Chlorine / pH Analyzer	3	\$ 7,500.00				\$7,500.00	
Chlorine Probe	2	\$ 250.00			\$250.00		Recommend a spare on site.
pH Probe	2	\$ 250.00			\$250.00		Recommend a spare on site.
Pressure Transducer	3	\$ 300.00				\$300.00	
Eye Wash Hot Water	3	\$ 450.00					Should be in Operating Budget
Eye Wash PRV	3	\$ 225.00					Should be in Operating Budget
Butterfly Valve	3	\$ 500.00					Should be in Operating Budget
1" air release valve	3	\$ 250.00					Should be in Operating Budget
Check Valve	3	\$ 200.00		By Client			Should be in Operating Budget
KOH Chemical Pump	1	\$ 4,500.00		\$4,500.00			
Chemical Transfer Pump	1	\$ 3,000.00		\$3,000.00			
Well Pump VFD's	3	\$ 15,000.00				\$15,000.00	FY 27
Well #4 Motor	2	\$ 5,000.00			\$5,000.00		
Well #4 Pump	2	\$ 5,000.00			\$5,000.00		
Well # 5 Motor	2	\$ 5,000.00			\$5,000.00		
Well # 5 Pump	2	\$ 5,000.00			\$5,000.00		
VFD Surge Protective Device	3	\$ 5,000.00					FY 27
SCADA Systems	3	\$ 10,000.00					FY 27
Transformer	3	\$ 8,000.00					Recommend electrical system to be evaluated by an Electrician
Electrical System	2	\$ 15,000.00			\$15,000.00		Recommend Generator be evaluated
Generator Transfer Switch	2	\$ 10,000.00			\$10,000.00		Recommend Generator be evaluated
Exhaust Fan	1	\$ 3,500.00		\$3,500.00			Needs to be replaced, not working
Emergency Lighting	1	\$ 1,000.00		\$1,000.00			Needs to be replaced, not working
Station Heater	1	\$ 1,000.00		\$1,000.00			should be in operating budget
Treatment Building	1	\$ 10,000.00		\$10,000.00			Overall building is in good condition. Paint is in good shape, some roof repairs are needed.
Generator	1	\$ 25,000.00		\$25,000.00			Recommend Generator be evaluated by South Shore Sales and Services
Propane for Generator	1	\$ 5,000.00		\$5,000.00			Tanks are in poor shape and should be replaced
Coles Neck							
Raw Water Meter	1	\$ 350.00		\$350.00			Should be in Operating Budget
Analyzer Meter	3	\$ 5,000.00					FY 26
Chlorine / pH Analyzer	3	\$ 7,500.00					Fy 26

Chlorine Probe	3	\$ 250.00				\$250.00	Recommend a spare on site.
pH Probe	3	\$ 250.00				\$250.00	Recommend a spare on site.
Pressure Transducer	3	\$ 300.00					Should be in Operating Budget
Check Valve	3	\$ 200.00					Should be in Operating Budget
Heater	1	\$ 1,000.00		\$1,000.00			Not working Needs to be replaced, not working Should be in operating budget
Electrical System	2	\$ 15,000.00			\$15,000.00		
Generator	1	\$ 25,000.00		\$25,000.00			Recommend Generator be evaluated
Generator Transfer Switch	1	\$ 10,000.00		\$10,000.00			Recommend Generator be evaluated
Emergency Lighting	1	\$ 1,000.00		\$1,000.00			Needs to be replaced, not working
Well #1 Motor	3	\$ 5,000.00					FY 25
Well # 1 Pump	3	\$ 5,000.00					FY 25
Well # 2 Motor	3	\$ 5,000.00					FY26
Well # 2 Pump	3	\$ 5,000.00					FY26-
Well # 3 Motor	3	\$ 5,000.00					FY 27
Well # 1 VFD	3	\$ 7,500.00					FY 25
Well # 2 VFD	3	\$ 7,500.00					FY 26
Well # 3 VFD	3	\$ 7,500.00					FY 27
		\$ 512,125.00		\$ 322,700.00	\$ 64,000.00	\$40,300.00	



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: March 26, 2024

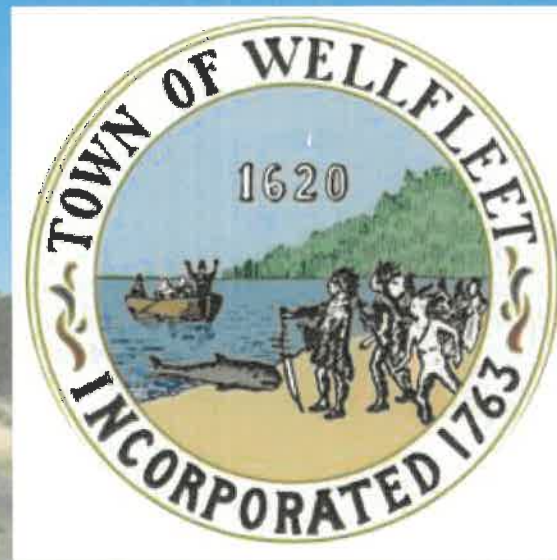
III

OPERATING BUDGETS

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REQUESTED BY:	Department Heads/Administration
DESIRED ACTION:	To review and approve any remaining operating budgets
PROPOSED MOTION:	I move to approve the operating budget as presented/amended.
SUMMARY:	
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____

TOWN OF WELFLEET, MASSACHUSETTS



FISCAL YEAR 2025 OPERATING BUDGET

Draft 1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

Fiscal Year 2025 Operating Budget

INDEX

SECTION 1	BUDGET NARRATIVE DOCUMENTS
	Town Administrator Budget Letter Select Board Budget Message, Goals & Budget Schedule – NOT PRESENTED
SECTION 2	BUDGET SUMMARY DOCUMENTS
	General Fund Water Fund Marina Fund (See Separate Capital Budget Binder for more information on Capital Budget & Plan) Annual Town Meeting Operating Budget Article Table Budget Changes & Adjustments Worksheet
SECTION 3	BUDGET FUNDING SOURCES
	Property Tax Levy Calculation Local Receipt Estimates Other Available Funds State Aid Receipts & Assessments
SECTION 4	DEPARTMENTAL BUDGET DOCUMENTS
	Elected & General Town Administration Municipal Administration & Finance (includes technology services) Town Clerk & Elections Community Development (includes planning, committee expense, community misc.) Inspectional Services (Health, Building, Conservation) Public Safety – Police Public Safety – Fire Public Safety – Dispatch Public Works (includes highways, sanitation, municipal buildings departments) Shellfish Department Community Services (includes library, senior services, beach, and recreation departments) Unallocated Expenditures (includes employee health insurance & pension, general insurance, energy, veteran benefits, & human service contracts) Debt Service Water Enterprise Fund Marina Enterprise Fund Educational Services (includes Nauset Regional School District, Cape Cod Tech, Wellfleet Elementary School)
SECTION 5	OTHER BUDGET ITEMS
	Reserve Levels & Funding - PENDING Other Budget Items - PENDING

SECTION 6**APPENDICES & OTHER RELEVANT INFORMATION**

Town-Wide Salary Projection – NOT PRESENTED

Departmental Budget Instructions

6/30/2023 Year-End Financial Review Presentation – NOT PRESENTED

7/1/2023 Free Cash Certification - PENDING

TOWN OF WELLFLEET, MASSACHUSETTS

Fiscal Year 2025 Operating Budget

SECTION 2: BUDGET SUMMARY DOCUMENTS

- General Fund
- Water Enterprise Fund
- Marina Enterprise Fund
- Operating Budget Article Table
- General Fund Budget Changes & Adjustments Worksheet

TOWN OF WELLFLEET, MASSACHUSETTS
FISCAL YEAR 2025 BUDGET SUMMARY - Preliminary

	GENERAL FUND			Total Prior Year
	Operating Budget	Capital Budget	Other Budget Items (Reserve Funding)	
APPROPRIATIONS				
Elected & General	178,670			178,670
Town Administration	937,501			937,501
Municipal Administration & Finance	1,167,264			1,167,264
Town Clerk & Elections	160,298			160,298
Inspectional Services	589,521			589,521
Community Development	235,318			235,318
Shellfish Department	382,137			382,137
Community Services	2,836,897			2,836,897
Public Safety	6,005,619			6,005,619
Public Works	2,698,742			2,698,742
Unallocated Expenditures	4,747,914			4,747,914
Debt Service	3,673,679			3,673,679
Educational Services	8,019,705			8,019,705
Capital Plan		2,420,500		2,420,500
Subtotal Local Appropriations	31,633,265	2,420,500	-	34,053,765
State & County Assessments	547,362			547,362
Total Appropriations	32,180,627	2,420,500	-	34,601,127
FUNDING				
Property Taxes	27,148,161	697,000		27,845,161
Less: Provision for Abatements/Exemptions	(150,000)			(150,000)
Local Receipts	3,215,500			3,215,500
State Aid	419,569			419,569
Other Available Funds	1,547,397	264,500		1,811,897
Free Cash		1,459,000		1,459,000
Total Funding	32,180,627	2,420,500	-	34,601,127
Budget Variance	-	-	-	-

Capital Budget amounts does not include amounts for borrowing authorization or dependent on funding from outside sources (Grants).

TOWN OF WELLFLEET, MASSACHUSETTS
FISCAL YEAR 2025 BUDGET SUMMARY - Preliminary

WATER FUND					
	Operating Budget	Capital Budget	Other Budget Items (Reserve Funding)	Total Budget	Total Prior Year
APPROPRIATIONS					
Elected & General				-	
Town Administration				-	
Municipal Administration & Finance					
Town Clerk & Elections					
Inspectional Services					
Community Development					
Shellfish Department					
Community Services					
Public Safety				-	
Public Works	489,490			489,490	
Unallocated Expenditures				-	
Debt Service				-	
Education				-	
Capital Plan		73,500		73,500	
Subtotal Local Appropriations	489,490	73,500	-	562,990	-
State & County Assessments				-	-
Total Appropriations	489,490	73,500	-	562,990	-
FUNDING					
Property Taxes	289,490			289,490	
Less: Provision for Abatements/Exemptions				-	
Local Receipts	200,000			200,000	
State Aid				-	
Other Available Funds		73,500		73,500	
Free Cash				-	
Total Funding	489,490	73,500	-	562,990	-
Budget Variance	-	-	-	-	-

TOWN OF WELLFLEET, MASSACHUSETTS
FISCAL YEAR 2025 BUDGET SUMMARY - Preliminary

MARINA ENTERPRISE FUND					
	Operating Budget	Capital Budget	Other Budget Items (Reserve Funding)	Total Budget	Total Prior Year
APPROPRIATIONS					
Elected & General				-	
Town Administration				-	
Municipal Administration & Finance				-	
Town Clerk & Elections				-	
Inspectional Services				-	
Community Development				-	
Shellfish Department				-	
Community Services	884,567			884,567	
Public Safety				-	
Public Works				-	
Unallocated Expenditures				-	
Debt Service				-	
Education				-	
Capital Plan		25,500		25,500	
Subtotal Local Appropriations	884,567	25,500	-	910,067	-
State & County Assessments				-	
Total Appropriations	884,567	25,500	-	910,067	-
FUNDING					
Property Taxes				-	
Less: Provision for Abatements/Exemptions				-	
Local Receipts	731,265			731,265	
State Aid				-	
Other Available Funds	153,302	25,500		178,802	
Free Cash				-	
Total Funding	884,567	25,500	-	910,067	-
Budget Variance	-	-	-	-	-

MEF Retained Earnings	136,302
Shellfish Fund	5,000
Beach Fund	10,000
Waterways fund	2,000
	<hr/>
	153,302
	<hr/> <hr/>

TOWN OF WELLFLEET, MASSACHUSETTS
FY 25 OPERATING BUDGET

LINE #	FUNCTION/DEPARTMENT/ITEM	FY 24 FINAL BUDGET	FY 25 SELECTBOARD BUDGET	\$ INCREASE (DECREASE)	% CHANGE	FIN COMM REC
Elected & General						
1	Elected Official's Salary	27,325	27,325	-	0.00%	
2	Elected & General Expenses	51,345	51,345	-	0.00%	
3	Reserve Fund	91,500	100,000	8,500	9.29%	
Subtotal Elected & General		\$ 170,170	\$ 178,670	\$ 8,500	5.00%	
Town Administration						
4	Town Administration Salary	507,576	541,701	34,125	6.72%	
5	Town Administration Expense	64,000	64,000	-	0.00%	
6	Legal Services	175,000	265,000	90,000	51.43%	
7	Central Purchasing Supply & Service	56,180	61,300	5,120	9.11%	
8	Parking Clerk Expenses	6,300	5,500	(800)	-12.70%	
Subtotal Town Administration		\$ 809,056	\$ 937,501	\$ 128,445	15.88%	
Municipal Administration & Finance						
9	Municipal Administration & Finance Salaries	823,977	787,964	(36,013)	-4.37%	
10	Town Accountant Expense	44,750	52,900	8,150	18.21%	
11	Treasurer/Collector Expense	42,700	51,350	8,650	20.26%	
12	Assessors Expense	56,595	59,300	2,705	4.78%	
13	Human Resources Expense	3,750	4,750	1,000	26.67%	
14	Technology Services Expense	102,000	111,000	9,000	8.82%	
15	Media Services Expense	140,000	100,000	(40,000)	-28.57%	
Subtotal Municipal Finance		\$ 1,213,772	\$ 1,167,264	\$ (46,508)	-3.83%	
Town Clerk & Elections						
16	Town Clerk & Elections Salary	120,246	133,958	13,712	11.40%	
17	Town Clerk & Elections Expense	25,200	26,340	1,140	4.52%	
Subtotal Town Clerk & Elections		\$ 145,446	\$ 160,298	\$ 14,852	10.21%	
Inspectional Services						
18	Inspectional Services Salary	500,447	504,916	4,469	0.89%	
19	Health & Conservation Expense	70,012	70,555	543	0.78%	
20	Building Inspection Expense	16,800	14,050	(2,750)	-16.37%	
Subtotal Inspectional Services		\$ 587,259	\$ 589,521	\$ 2,262	0.39%	
Community Development						
21	Community Development Salary	127,400	206,238	78,838	61.88%	
22	Community Development Expense	3,000	3,000	-	0.00%	

TOWN OF WELLFLEET, MASSACHUSETTS
FY 25 OPERATING BUDGET

LINE #	FUNCTION/DEPARTMENT/ITEM	FY 24 FINAL BUDGET	FY 25 SELECTBOARD BUDGET	\$ INCREASE (DECREASE)	% CHANGE	FIN COMM REC
23	Planning Expense	1,250	1,250		0.00%	
24	Committee Support Expense	24,830	24,830	-	0.00%	
Subtotal Community Development		\$ 156,480	\$ 235,318	\$ 78,838	50.38%	
Public Safety						
25	Police Salary	2,063,065	2,131,065	68,000	3.30%	
26	Police Expense	225,700	240,127	14,427	6.39%	
27	Emergency Management Expense	5,000	5,000	-	0.00%	
28	Fire Salary	2,486,549	2,689,200	202,651	8.15%	
29	Fire Expense	394,647	401,984	7,337	1.86%	
30	Dispatching Salary	461,581	482,254	20,673	4.48%	
31	Dispatching Expense	48,788	55,989	7,201	14.76%	
Subtotal Public Safety		\$ 5,685,330	\$ 6,005,619	\$ 320,289	5.63%	
Educational Services						
32	Wellfleet Elementary School Operations	2,891,002	3,006,642	115,640	4.00%	
33	Nauset Regional School District Assessment	3,440,154	4,546,436	1,106,282	32.16%	
34	Cape Cod Regional Technical School Assessment	376,102	366,127	(9,975)	-2.65%	
35	School Breakfast/Lunch Funding	100,500	100,500		0.00%	
Subtotal Educational Services		\$ 6,807,758	\$ 8,019,705	\$ 1,211,947	17.80%	
Public Works						
36	Public Works Salaries	1,355,415	1,435,812	80,397	5.93%	
37	General Maintenance Expense	180,700	151,900	(28,800)	-15.94%	
38	Municipal Buildings Expense	380,300	415,300	35,000	9.20%	
39	Snow & Ice Expense	131,380	131,380	-	0.00%	
40	Street Lighting Expense	10,600	10,600	-	0.00%	
41	Waste Collection & Disposal Expense	467,550	456,050	(11,500)	-2.46%	
42	Recycling Committee Expense	1,500	1,500	-	0.00%	
43	Highway Expense	96,200	96,200	-	0.00%	
Subtotal Public Works		\$ 2,623,645	\$ 2,698,742	\$ 75,097	2.86%	
Shellfish Department						
44	Shellfish Department Salary	315,579	344,277	28,698	9.09%	
45	Shellfish Department Expense	37,860	37,860	-	0.00%	
Subtotal Shellfish Department		\$ 353,439	\$ 382,137	\$ 28,698	8.12%	

TOWN OF WELLFLEET, MASSACHUSETTS
FY 25 OPERATING BUDGET

LINE #	FUNCTION/DEPARTMENT/ITEM	FY 24 FINAL BUDGET	FY 25 SELECTBOARD BUDGET	\$ INCREASE (DECREASE)	% CHANGE	FIN COMM REC
Community Services						
46	Community Services Salary	112,880	119,853	6,973	6.18%	
47	Community Services Expense	75,750	151,550	75,800	100.07%	
48	Council on Aging Salaries	320,145	330,074	9,929	3.10%	
49	Council on Aging Expense	59,875	57,700	(2,175)	-3.63%	
50	Library Salaries	420,526	454,626	34,100	8.11%	
51	Library Expense	154,550	162,050	7,500	4.85%	
52	Beach Department Salary	386,558	441,872	55,314	14.31%	
53	Beach Department Expense	71,100	84,900	13,800	19.41%	
54	Recreation Department Salary	338,551	363,670	25,119	7.42%	
55	Recreation Department Expense	98,406	118,892	20,486	20.82%	
56	Veterans Services Expense & Benefits	34,540	37,710	3,170	9.18%	
57	Human Service Contracts	490,000	514,000	24,000	4.90%	
Subtotal Community Services		\$ 2,562,881	\$ 2,836,897	\$ 274,016	10.69%	
Unallocated Expenditures						
58	Tax Work-off Program Salaries	12,500	12,500	-	0.00%	
59	General Liability Insurance	575,000	618,125	43,125	7.50%	
60	Employee Pension	1,747,350	1,864,609	117,259	6.71%	
61	Employee & Retiree Insurance	2,129,144	2,187,680	58,536	2.75%	
62	Employment Costs Expenses	65,000	65,000	-	0.00%	
Subtotal Unallocated Expenditures		\$ 4,528,994	\$ 4,747,914	\$ 218,920	4.83%	
Debt Service						
63	Exempt Debt - Debt Service	3,469,072	3,524,632	55,560	1.60%	
64	Non-Exempt Debt - Debt Service	-	120,547	120,547		
65	Borrowing Costs & Charges	28,500	28,500	-	0.00%	
66	Capital Lease Payments	-	-	-		
Subtotal Debt Service		\$ 3,497,572	\$ 3,673,679	\$ 176,107	5.04%	
GRAND TOTAL BUDGET		\$ 29,141,802	\$ 31,633,264	\$ 2,491,462	8.55%	
Town Salary		10,367,820	10,994,805	626,985	6.05%	
Town Expense		8,468,652	8,945,076	476,424	5.63%	
Educational Services, Less School District Debt Svc.		6,661,113	6,924,447	263,334	3.95%	
Debt Service - Town		3,497,572	3,673,679	176,107	5.04%	
Debt Service - School Districts		146,645	1,095,258	948,613	646.88%	
GRAND TOTAL BUDGET		\$ 29,141,802	\$ 31,633,264	\$ 2,491,462	8.55%	

Increase excluding debt 5.36%

FY 2025 Operating Budget - Budget Adjustments & Recommendations Worksheet

Budget Line Item	FY 2023 Budget	FY 2024 Budget	Dept. Submission		Change	Reasons for Change	Explanation of Chg.	Admin. Adjustments	Admin. FY 2025 Budget	Notes
			FY 2025 Budget							
Elected Officials Salary		27,325.00	27,325.00					27,325.00		
Elected Officials Expense		51,345.00	51,345.00					51,345.00		
Reserve Fund		91,500.00	100,000.00	8,500.00				100,000.00		
						Increase in Reserve Fund	8,500	-		
Town Administration Salaries		507,576.00	541,701.00	34,125.00				541,701.00		
						TA Contractual increase				
						Staff Contractual increases	34,125			
							34,125			
Town Administration Expense		64,000.00	64,000.00					64,000.00		
Legal Services		175,000.00	265,000.00	90,000.00				265,000.00		
						Increase in legal costs due to incr rate/utilization	90,000			
							90,000			
Central Purchasing Supply & Service		56,180.00	61,300.00	5,120.00				61,300.00		
						Incr in advertising/legal ads to actual cost	3,000			
						Telephone line incr to actual cost	1,000			
						Incr. office supplies due to infl. costs & utilization	1,120			
							5,120			
Parking Clerk Expenses		6,300.00	5,500.00					5,500.00		
Municipal A&F Salaries		823,977.00	957,964.00	133,987.00				787,964.00		Reduce FinDir. Request
						Contractual wage increases	33,987	(170,000.00)		
						Incrs cost for Fin. Director	100,000	(170,000.00)		
							133,987			
Municipal Finance Expense										
Town Accountant Expense		44,750.00	52,900.00	8,150.00				52,900.00		
						Anticipated incr. audit fees	4,250			
						Incr. processing fees to actual	3,000			
						Incr. training fuds to accommodate MMAAA training	400			
						Add supply acct. to cover actual costs	500			
							8,150			
Treasurer/Collector Expense		42,700.00	51,350.00	8,650.00				51,350.00		
						Tax title costs incr. due to incr work	2,500			
						Incr. in misc accounts to actual costs	4,650			
						Anticipated Payroll service fees increase	1,500			
							8,650			
Assessor Expense		56,595.00	59,300.00	2,705.00				59,300.00		
						Increase in mapping service costs	1,880			
						Incr. in misc accounts to actual cost	200			
						Incr. in contract services	625			
							2,705			
Human Resources Expense		3,750.00	4,750.00	1,000.00				4,750.00		
						Provide for Training & prof. organizations	1,000			
							1,000			
Technology Services Expense		102,000.00	111,000.00	9,000.00				111,000.00		
						Incr. in contract costs	2,000			

FY 2025 Operating Budget - Budget Adjustments & Recommendations Worksheet

Budget Line Item	FY 2023 Budget	FY 2024 Budget	Dept. Submission		Change	Reasons for Change	Explanation of Chg.	Admin. Adjustments	Admin. FY 2025 Budget	Notes
			FY 2025 Budget	FY 2025 Budget						
						Provision for central phone	7,000			
							9,000			
Media Services Expense		140,000.00	120,000.00	(20,000.00)		Newly added to operating budget vs. article adjusting costs to expected actual	(20,000)	(20,000.00)	100,000.00	Reduce request, actuals dont support - existing articles can make up if short.
							(20,000)			
							(20,000)			
Town Clerk Salary		120,246.00	133,958.00	13,712.00		Contractual increases	7,414		133,958.00	
						Est. of Incr. in PT admin by 4 hours p/w	6,298			
							13,712			
Town Clerk & Elections Expense		25,200.00	26,340.00	1,140.00		Incr due to inflationary changes	1,140		26,340.00	
							1,140			
Inspectional Services Salary		500,447.00	504,916.00	4,469.00		Contractual increases	4,469		504,916.00	
							4,469			
Inspectional Services Expense		86,812.00	84,605.00	(2,207.00)		Adjustment of budgets to actual - net	(2,207)		84,605.00	
							(2,207)			
Community Development Salary		127,400.00	206,238.00	78,838.00		Incr due to adding Board Admin prev. in multi. lines was existing position, not new likely was prev. in Health.	78,838		206,238.00	
							78,838			
Community Development Expense		3,000.00	3,000.00	-					3,000.00	
Planning Expense		1,250.00	1,250.00	-					1,250.00	
Committee Support Expense		24,830.00	24,830.00	-					24,830.00	
Police Salary		2,063,065.00	2,131,065.00	68,000.00		Contractual increases	22,000		2,131,065.00	
						Incr in seasonal salary for CSO	31,000			
						Incr in OT	15,000			
							68,000			
Police Expense		225,700.00	240,127.00	14,427.00		Decrease in body cam lease costs	(18,000)		240,127.00	
						Increase in taser lease costs	7,088			
						Increase in contract service costs	8,989			
						Increase in gas/diesel costs	5,000			
						Incr. in training/travel costs	5,500			
						Incr. in misc accts for inflationary	5,850			
							14,427			
Emergency Management Expense		5,000.00	5,000.00	-					5,000.00	
Fire Salary		2,486,549.00	2,739,200.00	252,651.00		Increase in OT	80,530	(50,000.00)	2,689,200.00	Budget cant support request
						Decr in PT stipends	(5,300)			
						Incr. in Seasonal Day wages	2,279			
						Contractual increases	175,142			
							252,651			

FY 2025 Operating Budget - Budget Adjustments & Recommendations Worksheet

Budget Line Item	FY 2023 Budget	FY 2024 Budget	Dept. Submission		Change	Reasons for Change	Explanation of Chg.	Admin. Adjustments	Admin. FY 2025 Budget	Notes
			FY 2025 Budget							
Fire Expense		394,647.00	411,984.00		17,337.00			(10,000.00)	401,984.00	
						Incr. in Turnout gear	14,000	(10,000.00)		Budget cant support request - move toward Capital Replacement
						Decr in fuel to adj. to actual	(4,350)			
						Incr. in contract service costs	9,150			
						Misc acct. adjustments	(1,463)			
							17,337			
Dispatching Salary		461,581.00	482,254.00		20,673.00				482,254.00	
						Contractual requirements	13,773			
						Incr. in rate for relief dispatchers	3,000			
						Incr. in OT (due to incr. rates)	3,900			
							20,673			
Dispatching Expense		48,788.00	55,989.00		7,201.00				55,989.00	
						Incr. contract svc. - primarily software license costs	7,201			
							7,201			
Wellfleet Elemenatry School		2,891,002.00	3,006,642.00		115,640.00		115,640		3,006,642.00	4% placeholder incr. .5% chg. is 14.5k
Nauset Assessment		3,440,154.00	4,546,436.00		1,106,282.00		1,106,282		4,546,436.00	4% placeholder incr. .5% chg. is 17k
Cape Cod Tech Assessment		376,102.00	366,127.00		(9,975.00)		(9,975)		366,127.00	4% placeholder incr. .5% chg. is 1.5k
School Breakfast/Lunch Funding		100,500.00	100,500.00		-				100,500.00	
Public Works Salaries		1,355,415.00	1,435,812.00		80,397.00				1,435,812.00	
						Contractual requirements	80,397			
						Reallocate seasonal salaries to FT	61,200			
						Reallocate salaries to FT	(61,200)			
							80,397			
General Maintenance Expense		180,700.00	151,900.00		(28,800.00)				151,900.00	
						Decr in operating budgets to antipated actuals	(28,800)			
							(28,800)			
Municipal Building Expense		380,300.00	415,300.00		35,000.00				415,300.00	
						Incr. in electricity supply costs	30,000			
						Incr. in custodial supply costs due to inflation/utilization	5,000			
							35,000			
Snow & Ice Expense		131,380.00	131,380.00		-				131,380.00	
Street Lighting Expense		10,600.00	10,600.00		-				10,600.00	
Waste Collection & Disposal Expense		467,550.00	456,050.00		(11,500.00)				456,050.00	
						Decr in op. budgets to anticipated actuals	(11,500)			
							(11,500)			
Recycling Committee Expense		1,500.00	1,500.00		-				1,500.00	
Highway Expense		96,200.00	96,200.00		-				96,200.00	
Shellfish Department Salaries		315,579.00	344,277.00		28,698.00				344,277.00	
						Contractual requirements	28,698			
							28,698			
Shellfish Department Expense		37,860.00	37,860.00		-				37,860.00	
Community Services Salaries		112,880.00	119,853.00		6,973.00				119,853.00	
						Contractual requirements	6,973			
							6,973			

FY 2025 Operating Budget - Budget Adjustments & Recommendations Worksheet

Budget Line Item	FY 2023 Budget	FY 2024 Budget	Dept. Submission		Change	Reasons for Change	Explanation of Chg.	Admin. Adjustments	Admin. FY 2025 Budget	Notes
			FY 2025 Budget	FY 2025 Budget						
Community Services Expense		75,750.00	151,550.00	151,550.00	75,800.00				151,550.00	
						Incr. in cost of porta potty contract	75,000	-		
						Inflationary incr. cost of supplies - separate from COA	800	-		
							75,800			
COA Salaries		320,145.00	330,074.00	330,074.00	9,929.00				330,074.00	
						Contractual requirements	9,929	-		
							9,929			
COA Expense		59,875.00	57,700.00	57,700.00	(2,175.00)				57,700.00	
						Decr in contact service costs	(4,000)			
						Incr. in supply accounts	1,950			
						Misc. reductions	(125)			
							(2,175)			
Library Salaries		420,526.00	454,626.00	454,626.00	34,100.00				454,626.00	
						Contractual requirements	32,600			
						Incr. in rate for temporary staffing	1,500			
							34,100			
Library Expense		154,550.00	162,050.00	162,050.00	7,500.00				162,050.00	
						Incr. in materials to maintain compliance w/ MAR	7,500			
							7,500			
Beach Salaries		386,558.00	441,872.00	441,872.00	55,314.00				441,872.00	
						Supplemental budgets not funded in '24	45,593			
						Incr. due to rate incr.	9,721			
							55,314			
Beach Expense		71,100.00	84,900.00	84,900.00	13,800.00				84,900.00	
						Incr. in repair costs previously covered by DPW	8,500			
						Incr. in sticker printing/svc costs	9,000			
						Inflationary incr. various lines	2,900			
						Incr. in uniform costs	1,000			
						Decr. for acct reductions to adj. to actual need	(7,600)			
							13,800			
Recreation Salaries		338,551.00	363,670.00	363,670.00	25,119.00				363,670.00	
						Contractual requirements	13,694			
						Incr. in seasonal rates	11,425			
							25,119			
Recreation Expense		98,406.00	118,892.00	118,892.00	20,486.00				118,892.00	
						Incr. in Contract svc. for after school/weekend prg. previously done by seasonal staff.	13,240			
						Incr. due to inflationary pressures - multiple accts.	2,936			
						Incr. for addl details at Road Race	1,100			
						Incr. in uniform costs	1,210			
						Incr. in small equip. not in Capital Budget	2,000			
							20,486			

FY 2025 Operating Budget - Budget Adjustments & Recommendations Worksheet

Budget Line Item	FY 2023 Budget	FY 2024 Budget	Dept. Submission		Change	Reasons for Change	Explanation of Chg.	Admin. Adjustments	Admin. FY 2025 Budget	Notes
			FY 2025 Budget	FY 2025 Budget						
Veterans Services & Benefits Expense		34,540.00	37,710.00	37,710.00	3,170.00	Inflationary incr. in Vets Dist. Assessment	3,170	-	37,710.00	
							3,170			
Human Service Contracts		490,000.00	514,000.00	514,000.00	24,000.00	Incr. funding to Chamber of Commerce Incr. cost to fund Navigator Program Incr. funding of general HS program	10,000 12,000 2,000 24,000	-	514,000.00	
Tax Work-off Program Expense		12,500.00	12,500.00	12,500.00	-			-	12,500.00	
General Liability Insurance		575,000.00	618,125.00	618,125.00	43,125.00	Estimated incr. based upon trend	43,125	-	618,125.00	
							43,125			
Employee Pension		1,747,350.00	1,864,609.00	1,864,609.00	117,259.00	Estimated assess. from BCRA for FY 25 funding	117,259	-	1,864,609.00	
							117,259			
Employee & Retiree Insurance		2,129,144.00	2,187,680.00	2,187,680.00	58,536.00	7.5% incr. in HI for trend in rate Incr. in stipends Less: addl. amount provided by supplemental funding Incr. in medicare/unempl costs	117,086 7,150 (72,150) 6,450 58,536	-	2,187,680.00	
Employment Costs Expenses		65,000.00	65,000.00	65,000.00	-			-	65,000.00	
Exempt Debt		3,468,922.00	3,524,632.00	3,524,632.00	55,710.00	New debt service schedules	55,710	-	3,524,632.00	
							55,710			
Non-Exempt Debt		150.00	120,547.00	120,547.00	120,397.00	New debt service schedules Provide for BAN/RAN issuance	95,397 25,000 120,397	-	120,547.00	
Borrowing Costs		28,500.00	28,500.00	28,500.00	-			-	28,500.00	
Capital Lease Payments								-	-	
TOTALS		29,141,802.00	31,883,265.00	31,883,265.00	2,742,263.00		2,742,263	(250,000)	31,633,265	
							-	Cross Foot	31,633,265	
								Variance	-	

TOWN OF WELLFLEET, MASSACHUSETTS

Fiscal Year 2025 Operating Budget

SECTION 3: BUDGET FUNDING SOURCES

- Property Tax Levy Calculation
- Local Receipt Estimates
- Other Available Funds
- State Aid Receipts & Assessments (Cherry Sheet)

TOWN OF WELLFLEET, MASSACHUSETTS**TAX RATE & BUDGET PROJECTION**

Levy Limit Calculation

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Prior Year Levy Limit	13,599,002	14,148,585	14,621,492	15,274,813	15,788,086	16,481,342	17,177,914	17,937,060	20,540,850	22,691,881
Amended new growth								(169)	(127)	
2.5% increase	339,975	353,717	365,537	381,870	394,702	412,034	429,448	448,422	513,518	567,297
Current year new growth	109,608	119,190	140,484	131,403	119,554	136,538	161,618	230,294	201,047	165,000
New growth adjustment										
Current year override	100,000		147,300		179,000	148,000	168,080	1,925,243	1,436,592	-
Subtotal	14,148,585	14,621,492	15,274,813	15,788,086	16,481,342	17,177,914	17,937,060	20,540,850	22,691,881	23,424,178
Town debt exclusions	1,266,231	1,509,839	2,001,098	1,833,755	1,803,198	1,585,551	2,764,582	2,749,185	3,308,630	3,524,632
School debt exclusions									146,585	1,095,258
Capital exclusions							-	-		
Cape Cod Commission	97,298	99,730	101,738	104,281	103,862	106,274	105,435	108,303		113,750
Other adjustment										
Water/Sewer										
Maximum allowable levy	15,512,114	16,231,061	17,377,649	17,726,122	18,388,402	18,869,739	20,807,077	23,398,338	26,147,096	28,157,818
Levy per calculation	15,385,408	15,733,013	16,908,412	17,715,320	18,376,951	18,854,686	20,782,263	23,372,796	26,128,173	28,134,651
Levy (over)/under	126,706	498,048	469,237	10,802	11,451	15,053	24,814	25,542	18,923	23,167

Tax Rate & Burden										ESTIMATE
Current Year Valuation	2,252,621,930	2,320,503,380	2,354,931,990	2,393,058,470	2,457,901,370	2,485,170,060	2,795,267,360	3,517,230,150	4,063,160,240	4,306,949,854
Tax Rate	6.83	6.78	7.18	7.40	7.48	7.59	7.43	6.65	6.43	6.53
Average Single Family Residence Value	587,639	603,741	612,607	621,018	637,853	643,475	692,680	874,781	1,060,512	1,124,143
Average tax burden	4,014	4,093	4,399	4,597	4,769	4,882	5,150	5,813	6,820	7,343
\$ increase from prior year					172	113	268	663	1,007	524
% increase from prior year					3.74%	2.37%	5.49%	12.88%	17.31%	7.68%
Median SFR Value							618,750	789,700	908,950	963,487
Median tax burden		-	-	-	-	-	4,600	5,248	5,845	6,294
\$ increase from prior year								647	597	449
% increase from prior year								14.07%	11.38%	7.68%

Tax Rate & Burden Estimates assume a single tax rate, and do not include any impacts related to adoption of the Residential Tax Exemption.

TOWN OF WELLFLEET, MASSACHUSETTS
TAX RATE & BUDGET PROJECTION

Local Reciept Estimates

	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>	<u>FY 23</u>	<u>FY 24</u>	<u>FY 25</u>	<u>% of</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>PY Actual</u>
Motor Vehicle Excise	522,821	525,503	507,593	568,764	592,705	570,000	624,953	505,000	570,000	0.9121
Meals excise	237,086	251,288	251,409	208,541	292,345	225,000	312,071	250,000	250,000	0.8011
Room excise	120,603	116,428	414,712	22,896	155,203	100,000	286,219	150,000	250,000	0.8735
Short-term rental excise				831,899	951,496	890,000	1,333,630	860,000	950,000	0.7123
Other excise: Boat	6,900	13,342	14,491	13,422	13,016	13,000	13,592	12,500	13,000	0.9564
Other excise: Cannabis				2,678	204,125	125,000	228,233	119,259	130,000	0.5696
Penalties and interest on taxes	101,699	89,282	92,137	92,533	106,221	85,000	137,463	125,000	125,000	0.9093
Payments in Lieu of taxes	19,189	22,127	27,152	27,021	27,472	27,472	34,044	30,000	30,000	0.8812
Charges for service - sewer			26,293							
Charges for service - solid waste fees	18,896	29,106	9,880							
Other charges for service	1,458		125	37,980	64,624	62,000	56,145	55,000	55,000	0.9796
Fees	54,642	73,617	76,385	73,697	55,729	50,000	145,578	100,000	100,000	0.6869
a. Cannabis Impact Fee					182,258	60,000	159,913	-	-	-
b. Community Impact Fee ST Rentals										
Rentals	35,351	79,651	25,000				308,409	225,000	225,000	0.7296
Departmental revenue - schools										
Departmental revenue - libraries		10,405	4,239							
Departmental revenue - cemeteries										
Departmental revenue - recreation										
Other departmental revenue	98,876	200,784	221,173	47,820	49,434	37,820	39,764	35,000	35,000	0.8802
Licenses and permits-Bldg.	302,589	342,984	294,256	339,698	152,867	145,000	180,380	140,000	145,000	0.8039
Licenses and permits-Other					192,403	175,000	186,748	160,000	160,000	0.8568
Special assessments					-					
Fines and forfeits	42,648	34,597	26,570	67,257	41,963	41,000	42,121	40,000	40,000	0.9496
Investment income	91,945	97,054	69,554	12,630	6,326	6,000	195,979	100,000	100,000	0.5103
Medicaid reimbursement	26,172	55,054	44,599	46,149	65,689	50,000	39,209	37,500	37,500	0.9564
Miscellaneous recurring	38,940	1,458		92,720	81,884	81,500				
Miscellaneous non-recurring	3,500	98,590		15,718	47,038	45,000	277,087			
Total general fund local receipts	1,723,315	2,041,270	2,105,568	2,501,423	3,282,798	2,788,792	4,601,538	2,944,259	3,215,500	0.6988
Water rates and charges					286,959	145,000	225,714	179,000	200,000	0.8861
Marina Revenues/Fees					542,303	581,650	755,356	641,000	731,265	0.9681
Grand total local receipts	1,723,315	2,041,270	2,105,568	2,501,423	4,112,060	3,515,442	5,582,608	3,764,259	4,146,765	0.8549
Water EF Subsidy						250,608		256,778	289,490	
Marina EF Subsidy						17,000				

TOWN OF WELLFLEET, MASSACHUSETTS

TAX RATE & BUDGET PROJECTION

Other Available Funds

	FY 23 Budget	FY 24 Budget	FY 25 Budget	Allocation of Current FY OAF's to Each Fund			
				General Fund	Offset Receipts	Water Fund	Marina Fund
Govt. Media Receipts - operating	140,000.00	140,000.00	120,000.00	120,000.00			
Govt. Media Receipts - capital				-			
Ambulance Receipts - Operating	13,000.00		34,000.00	34,000.00			
Ambulance Receipts - capital	530,000.00	163,000.00	163,500.00	163,500.00			
Ambulance Receipts - lease repymts.				-			
Shellfish Fund - Operating/Marina EF	5,000.00		5,000.00				5,000.00
Shellfish Fund - Capital	45,000.00	25,000.00	32,000.00	32,000.00			
Beach Fund - Operating	786,000.00	980,990.00	975,000.00	975,000.00			
Beach Fund - Operating/Marina EF	10,000.00		10,000.00				10,000.00
Beach Fund - Capital	46,000.00	11,000.00	19,000.00	19,000.00			
Reappropriated Articles	216,625.00	95,000.00	50,000.00	50,000.00			
SEMASS Fund - Operating	290,000.00	271,000.00	280,000.00	280,000.00			
Recreation Fund - operating	60,000.00	69,400.00	75,000.00	75,000.00			
Recreation Fund - capital		20,300.00		-			
Cemetary Fund - Operating	12,556.00	10,000.00	10,000.00	10,000.00			
Waterways Fund - Operating/Marina EF	2,000.00		2,000.00				2,000.00
Community Preservation Act Funding of Debt Service			53,397.00	53,397.00			
Operating Transfers - various funds/accounts	353,862.23	461,747.00		-			
				-			
Marina EF retained earnings - operating		125,000.00	136,302.00	-			136,302.00
Marina EF retained earnings - capital			25,500.00	-			25,500.00
Water EF retained earnings - operating				-			
Water EF retained earnings - capital			73,500.00	-		73,500.00	
Total	2,510,043.23	2,372,437.00	2,064,199.00	1,811,897.00	-	73,500.00	178,802.00

TOWN OF WELLFLEET, MASSACHUSETTS

Fiscal Year 2025 Operating Budget

SECTION 4: DEPARTMENTAL BUDGET DOCUMENTS

- Elected & General
- Town Administration
- Municipal Administration & Finance Department (includes technology services)
- Town Clerk & Elections
- Community Development (includes planning, committee expense, community misc.)
- Inspectional Services (includes Health, Building, Conservation)
- Public Safety – Police Department
- Public Safety – Fire Department
- Public Safety – Dispatch Services
- Public Works Department (includes highways, sanitation, municipal buildings departments)
- Shellfish Department
- Community Services (includes library, senior services, beach, and recreation departments)
- Unallocated Expenditures (includes employee health insurance & pension, general insurance, energy, veteran benefits, & human service contracts)
- Debt Service
- Water Enterprise Fund
- Marina Enterprise Fund
- Educational Services (includes Nauset Regional School District, Cape Cod Tech, Wellfleet Elementary School)

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET



ELECTED & GENERAL BUDGET

**FISCAL YEAR 2025 OPERATING BUDGET
ELECTED & GENERAL BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)							
SALARIES (PART-TIME)	27,325	27,325		12,613	12,725	12,825	12,721
SALARIES (TEMPORARY)							
OVERTIME							
SALARY SUB TOTAL	\$ 27,325	\$ 27,325		\$ 12,613	\$ 12,725	\$ 12,825	\$ 12,721
RESERVE FUND	100,000	91,500	89,500	89,500			29,833
ELECTED & GENERAL EXPENSES	51,345	51,345	28,300	6,488	330	2,365	3,061
EXPENSE SUB TOTAL	\$ 151,345	\$ 142,845	\$ 117,800	\$ 95,988	\$ 330	\$ 2,365	\$ 32,894
TOTAL OPERATING BUDGET	\$ 178,670	\$ 170,170	\$ 117,800	\$ 108,601	\$ 13,055	\$ 15,190	\$ 45,615

TOWN OF WELLFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

ELECTED & GENERAL BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2025 OPERATING BUDGET
ELECTED & GENERAL BUDGET**

Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries						
None (Note 1)						
Subtotal Full-Time Salaries						
Part-Time Salaries						
Town Moderator			225			225
Select Board Members (Note 2)			27,000			27,000
Constable			100			100
Subtotal Part-Time Salaries						
Temporary/Seasonal Salaries						
None						
Subtotal Temporary Salaries						
Overtime						
None						
Subtotal Overtime Salaries						
GRAND TOTAL SALARIES			\$ 27,325	\$ 27,325		

DEPARTMENT COMMENTS

- 1 Elected Town Clerk salary is included in Town Clerk Departmental budget.
- 2 Select Board Members (4 @ \$5,000 each; 1 @ \$7,000)

A supplemental article was approved to increase Select Board stipends to \$27,000, there is no increase in this line item for FY 2025.

**FISCAL YEAR 2025 OPERATING BUDGET
ELECTED & GENERAL BUDGET**

Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
		520000 PURCHASE OF SERVICES						
		524000 REPAIRS & MAINTENANCE						
		527000 RENTALS & LEASES						
		530000 PROFESSIONAL & TECHNICAL	1,200	1,200	1,200	6,158		100
122	5300	SelectBoard Contract Services	1,000	1,000	1,000	6,158		
122	5308	Seminars/Training	200	200	200			100
		534000 COMMUNICATION						
195	5345	Town Report	23,100	23,100	23,100	20,338	13,901	21,050
		535000 OPERATIONAL & PROGRAM COSTS	2,500	2,500				
122	536005	Rights of Access Committee	2,500	2,500				
		540000 SUPPLIES	170	170				373
131	5420	Finance Committee Supplies	170	170				373
		560000 ASSESSMENTS						
		571000 TRAVEL & CONFERENCE	400	400	400			
122	5710	SelectBoard Travel	200	200	200			
122	5711	Select Board Meals/Lodging	200	200	200			
		573000 DUES & MEMBERSHIPS	3,400	3,400	3,400	330	330	1,892
122	5730	Select Board Dues & Memberships	3,000	3,000	3,000	300	300	1,872
114	5730	Moderator Dues	400	400	400	30	30	20
		574000 OTHER CHARGES & EXPENSES	100,000	91,500	89,500	89,500		
132	5780	Finance Committee Reserve Fund	100,000	91,500	89,500	89,500		
122	5780	Select Board Unclassified	575	575	200			
122		Planning	20,000	20,000				
TOTAL OPERATING BUDGET			\$ 151,345	\$ 142,845	\$ 117,800	\$ 116,326	\$ 14,231	\$ 23,415

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET



TOWN ADMINISTRATION BUDGET

FISCAL YEAR 2025 OPERATING BUDGET
TOWN ADMINISTRATION BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	500,019	477,441	501,515	472,511	448,720	437,241	452,824
SALARIES (PART-TIME)	39,312	27,765	27,086	73,195	20,856	14,481	36,177
SALARIES (TEMPORARY)	2,370	2,370		2,400			1,200
OVERTIME							
SALARY SUB TOTAL	\$ 541,701	\$ 507,576	\$ 528,601	\$ 548,106	\$ 469,576	\$ 451,722	\$ 490,201
TOWN ADMINISTRATION EXPENSE	64,000	64,000	64,000	133,167	17,473	7,975	52,872
LEGAL SERVICES	265,000	175,000	125,000	249,786	243,711	97,363	196,953
CENTRAL PURCHASING SUPPLY & SERVICE	61,300	56,180	57,180	57,143	48,092	18,397	41,211
PARKING CLERK EXPENSES	5,500	6,300	5,250	679	2,932	2,270	1,960
EXPENSE SUB TOTAL	\$ 395,800	\$ 301,480	\$ 251,430	\$ 440,775	\$ 312,208	\$ 126,005	\$ 292,996
TOTAL OPERATING BUDGET	\$ 937,501	\$ 809,056	\$ 780,031	\$ 988,881	\$ 781,784	\$ 577,727	\$ 783,197

TOWN OF WELLFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

TOWN ADMINISTRATION BUDGET

BUDGET ACCOUNT DETAILS

FISCAL YEAR 2025 OPERATING BUDGET
TOWN ADMINISTRATION BUDGET

123

Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (01-123-5110)						
Town Administrator				Vacant	1.00	194,250
Assistant Town Administrator				Silvio Genao	1.00	154,138
Executive Assistant				Rebekah Eldridge	1.00	78,000
Principal Clerk				Christine Young	1.00	73,206
	Town Admin (123)		326,291			
	General Govt (124)		137,450			
	Buy-out (124) - moved to unall.)					
	Incentive (123)		9,800			
Unallocated Longevity						425
Allocation from supplemental article			3,900			
Subtotal Full-Time Salaries			477,441	4.00		500,019
Part-Time Salaries (01-123-5120)						
Administrative Assistant			27,765			39,312
Subtotal Part-Time Salaries			27,765			39,312
Temporary/Seasonal Salaries (01-123-5193)						
Traffic-Parking Stipend (293-519500)			2,370			2,370
Subtotal Temporary Salaries			2,370			2,370
Overtime						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES			\$ 507,576	4.00	\$ 541,701	
DEPARTMENT COMMENTS						

Longevity Pay is calculated as part of each employees full or part-time salary.
 Provision for vacation buy-out moved to unallocated budget
 Provision for Incentive pay moved to unallocated budget

FY 2024 Salary amounts reflect amounts voted at ATM operating budget article. Additional amount of \$3,900 is allocated to this dept from additional funding articles.
 Total FY 2024 salary budget is \$505,206 and the FY 25 increase of \$34,125 is a 6.75% increase.

FISCAL YEAR 2025 OPERATING BUDGET
TOWN ADMINISTRATION BUDGET

123

Town Administration Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	58,000	58,000	58,000	108,680	15,152	4,333
123	5300	Contract Services (Formerly in dept. 196)	50,000	50,000	50,000	98,514	12,920	1,923
123	5304	Advertising						365
123	5308	Seminars/Training	8,000	8,000	8,000	10,166	2,232	2,045
	534000	COMMUNICATION				24,260	83	2,216
123	5340	Telephone				24,260	83	2,216
123	5345	Postage				34		99
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						415
123	5420	Office Supplies						415
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	3,500	3,500	3,500			
123	5710	Travel	1,000	1,000	1,000			
123	5711	Meals/Lodging	2,500	2,500	2,500			
	573000	DUES & MEMBERSHIPS	2,500	2,500	2,500	193	2,238	912
123	5730	Dues & Memberships	2,500	2,500	2,500	193	2,238	912
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 64,000	\$ 64,000	\$ 64,000	\$ 133,167	\$ 17,473	\$ 7,975

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
TOWN ADMINISTRATION BUDGET

151

Legal Services Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	265,000	175,000	125,000	249,786	243,711	97,363
151	5303	<i>Contracted legal services</i>	265,000	175,000	125,000	249,786	243,711	97,363
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 265,000	\$ 175,000	\$ 125,000	\$ 249,786	\$ 243,711	\$ 97,363

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
TOWN ADMINISTRATION BUDGET

124

Central Purchasing Supply & Service Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES	11,000	11,000	10,000	7,927	11,193	7,909
124	5290	<i>Copier Lease</i>	11,000	11,000	10,000	7,927	11,193	7,909
	530000	PROFESSIONAL & TECHNICAL	25,500	22,500	22,500	17,381	16,650	5,388
124	5300	<i>Contract Services</i>	10,000	10,000	10,000	1,300	4,929	3,442
124		<i>Alarm System</i>						368
124	5304	<i>Advertising</i>	15,000	12,000	12,000	15,831	10,939	1,578
124	5307	<i>Printing</i>	500	500	500	250	782	
124	5308	<i>Seminars/Training</i>	500	500	500	2,828		
	534000	COMMUNICATION	11,000	10,000	12,000	5,178	10,104	1,694
124	5340	<i>Telephone</i>	5,000	4,000	4,000	4,371	5,268	1,599
124	5345	<i>Postage</i>	6,000	6,000	8,000	807	4,836	95
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	13,000	11,880	11,880	23,829	10,145	3,206
124	5420	<i>Office Supplies - clerical supplies, stationary, envelopes, copy paper</i>	13,000	11,880	11,880	23,829	10,145	3,206
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	300	300	300			200
124	5710	<i>Travel</i>	300	300	300			200
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 61,300	\$ 56,180	\$ 57,180	\$ 57,143	\$ 48,092	\$ 18,397

DEPARTMENT COMMENTS

Increases reflect actual level of spend, and consideration of inflationary impacts on prices.

**FISCAL YEAR 2023 OPERATING BUDGET
TOWN ADMINISTRATION BUDGET**

Parking Clerk Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	5,500	6,300	5,250	679	2,932	2,105
293	530000	Contract Services	4,000	4,500	3,750	496	1,292	1,221
293	530700	Printing	1,500	1,800	1,500	183	1,640	884
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						165
293	534500	Postage						165
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 5,500	\$ 6,300	\$ 5,250	\$ 679	\$ 2,932	\$ 2,270

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET



MUNICIPAL ADMINISTRATION & FINANCE BUDGET

FISCAL YEAR 2025 OPERATING BUDGET
MUNICIPAL ADMINISTRATION & FINANCE BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	787,964	823,977	611,990	505,710	714,939	553,186	591,278
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)							
OVERTIME							
SALARY SUB TOTAL	\$ 787,964	\$ 823,977	\$ 611,990	\$ 505,710	\$ 714,939	\$ 553,186	\$ 591,278
Finance Expense							
Town Accountant Expense	52,900	44,750	43,650	40,842	17,276	32,330	30,149
Treasurer/Collector Expense	51,350	42,700	41,865	47,277	30,972	38,763	39,004
Assessors Expense	59,300	56,595	56,195	51,900	37,501	55,247	48,216
IT Expense	111,000	102,000	156,500	153,761	156,105	172,724	160,863
Media Operations Expense	100,000						
Human Resource Expense	4,750	3,750					
EXPENSE SUB TOTAL	\$ 379,300	\$ 249,795	\$ 298,210	\$ 293,780	\$ 241,854	\$ 299,064	\$ 209,079
TOTAL OPERATING BUDGET	\$ 1,167,264	\$ 1,073,772	\$ 910,200	\$ 799,490	\$ 956,793	\$ 852,250	\$ 800,358

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

MUNICIPAL ADMINISTRATION & FINANCE BUDGET

BUDGET ACCOUNT DETAILS

FISCAL YEAR 2025 OPERATING BUDGET
MUNICIPAL ADMINISTRATION & FINANCE BUDGET

Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries						
Finance Director	135-511000			Vacant	1.00	
Town Accountant	135-511000		254,030	Vacant	1.00	115,000
Assistant Town Accountant				Frank Destino	1.00	75,355
Assessor	141-511000		157,217	Nancy Vail	1.00	99,771
Data Collector				Jennifer Kane	1.00	63,476
Treasurer	145-511000		89,061	Jared Aponte	1.00	99,275
Collector			83,053	Karen Murphy		86,790
Asst. Treasurer/Collector			58,366	Summer Fulcher		57,916
IT Director	153-511000		90,000	Vacant	1.00	90,000
HR Director	160-511000		92,250	Christine Ezersky	1.00	95,481
Unallocated Longevity						4,900
Subtotal Full-Time Salaries			823,977		8.00	787,964
Part-Time Salaries						
Subtotal Part-Time Salaries			-			-
Temporary/Seasonal Salaries						
Subtotal Temporary Salaries			-			-
Overtime						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES			\$ 823,977	8.00 \$ 787,964		

DEPARTMENT COMMENTS

Amounts allocated to FY 24 budget amounts from supplemental articles at FY 24 ATM:
 Assessing 8737
 Accounting 4030
 Treasurer 3895

FISCAL YEAR 2025 OPERATING BUDGET
MUNICIPAL ADMINISTRATION & FINANCE BUDGET

135
Town Accountant Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	50,000	42,750	41,530	40,463	15,808	30,529
121	532000	Town Audit - contract service	35,000	30,750	30,000	27,500	8,000	22,900
135	530100	Data Processing	13,000	10,000	10,000	12,873	6,190	5,699
135	530400	Advertising						150
135	530800	Seminars/Training	2,000	2,000	1,510	90	1,560	1,125
135	534500	Postage			20		58	655
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	500			244		1,666
135	542000		500			244		1,666
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	2,200	1,800	1,900		1,403	
135	571000	Travel	1,000	800	800		466	
135	571100	Meals/lodging	1,200	1,000	1,100		937	
	573000	DUES & MEMBERSHIPS	200	200	220	135	65	135
135	573000	Dues & Memberships - MMAAA (2@45) C&I Accts. (2@20)	200	200	220	135	65	135
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 52,900	\$ 44,750	\$ 43,650	\$ 40,842	\$ 17,276	\$ 32,330

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
MUNICIPAL ADMINISTRATION & FINANCE BUDGET

145
Treasurer/Collector Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	46,500	38,600	33,700	43,854	30,560	32,826
145	530000	Contract Services	23,500 (1)	22,000	19,500	22,956	22,790	21,655
145	530700	Printing	8,000 (2)	3,100	3,100	10,360		94
145	530800	Seminars/Training	2,500 (3)	2,500	1,100	547	900	165
158	530900	Tax Title Expense	12,500	11,000	10,000	9,991	6,870	10,912
	534000	COMMUNICATION	1,600	1,600	6,000	741	47	3,088
145	534500	Postage	1,600	1,600	6,000	741	47	3,088
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	500					2,639
145	542000	Office Supplies	500					2,639
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	2,250	2,000	1,800	2,542	255	
145	571000	Travel - mileage for banking, meetings, MCTA training	1,000	1,000	800	1,103	255	
145	571100	Meals/lodging	1,250	1,000	1,000	1,439		
	573000	DUES & MEMBERSHIPS	500	500	365	140	110	210
145	573000	Dues/membership	500	500	365	140	110	210
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 51,350	\$ 42,700	\$ 41,865	\$ 47,277	\$ 30,972	\$ 38,763

DEPARTMENT COMMENTS

- 1 Vadar Suite, Harpers Payroll
- 2 Tax Bills from Kelly and Ryan: Real Estate, Personal Property, and Motor Vehicle/Boat
- 3 UMass Treasurer/Collector training

FISCAL YEAR 2025 OPERATING BUDGET
MUNICIPAL ADMINISTRATION & FINANCE BUDGET

141
 Assessor's Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	54,800	52,295	52,295	48,122	35,399	53,029
141	530000	Contract Services	16,000	15,375	15,375	14,892	35,010	16,184
141	532500	Revaluation	31,500	31,500	31,500	21,500		35,000
141	532700	Mapping Services	5,200	3,320	3,320	5,200	319	
141	530400	Advertising	100	100	100			12
141	530800	Seminars/Training	2,000	2,000	2,000	6,530	70	345
141		Postage						1,488
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	500			14		
141	542000	Office Supplies	500			14		
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	3,400	3,800	3,400	3,224	1,612	1,628
141	571000	Travel	2,200	2,600	2,400	2,169	1,612	1,628
141	571100	Meals.Lodging	1,200	1,200	1,000	1,055		
	573000	DUES & MEMBERSHIPS	600	500	500	540	490	590
141	573000	MAAO	600	500	500	540	490	590
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 59,300	\$ 56,595	\$ 56,195	\$ 51,900	\$ 37,501	\$ 55,247

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
MUNICIPAL ADMINISTRATION & FINANCE BUDGET

153
 IT Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
		520000 PURCHASE OF SERVICES						
		524000 REPAIRS & MAINTENANCE						
		527000 RENTALS & LEASES						
		530000 PROFESSIONAL & TECHNICAL	78,000	76,000	129,000	140,752	118,928	122,050
153	530000	Contact Services	32,000	31,000	30,000	19,807	19,300	25,242
153	530600	IT Services (BCIT)	46,000	45,000	99,000	120,945	99,628	96,808
		534000 COMMUNICATION	12,000	5,000	7,000	398	382	171
153	534000	Telephone	6,000			398	382	171
153	534100	Internet	6,000	5,000	7,000		6,951	4,986
		535000 OPERATIONAL & PROGRAM COSTS						
		540000 SUPPLIES	500	500	500			157
153	542000	IT Miscellaneous supplies	500	500	500			157
		560000 ASSESSMENTS						
		571000 TRAVEL & CONFERENCE						
		573000 DUES & MEMBERSHIPS						
		574000 OTHER CHARGES & EXPENSES	20,500	20,500	20,000	12,611	29,844	45,360
153	585000	Small Equipment	20,500	20,500	20,000	12,611	29,844	45,360
TOTAL OPERATING BUDGET			\$ 111,000	\$ 102,000	\$ 156,500	\$ 153,761	\$ 156,105	\$ 172,724

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
MUNICIPAL ADMINISTRATION & FINANCE BUDGET

Media Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	90,000					
		<i>Media Support/Assistance</i>	90,000					
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	10,000					
		<i>Media Supplies</i>	10,000					
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 100,000					

DEPARTMENT COMMENTS

These costs previously were voted as a separate article.

This budget funded from the PEG Access fund which is funded via comcast license subscription fees paid to the Town.

FISCAL YEAR 2025 OPERATING BUDGET
MUNICIPAL ADMINISTRATION & FINANCE BUDGET

Human Resources Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	3,000	3,000				
160	530000	Contact Services	1,000	1,000				
160	530400	Advertising	1,000	1,000				
160	530700	Printing	250	250				
160	530800	Seminars/Training	750	750				
	534000	COMMUNICATION	100	100				
160	534500	Postage	100	100				
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	500	500				
160	542000	Office Supplies	500	500				
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	150	150				
160	571000	Travel	150	150				
	573000	DUES & MEMBERSHIPS	1,000					
		Organization Memberships (PSHRA, MMHR, SHRM, etc.)	1,000					
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 4,750	\$ 3,750				

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET



TOWN CLERK & ELECTIONS BUDGET

FISCAL YEAR 2025 OPERATING BUDGET
TOWN CLERK & ELECTIONS BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	88,966	83,576	79,596	79,602	76,898	73,728	76,743
SALARIES (PART-TIME)	36,664	28,342	24,000	23,604	13,382	9,587	15,524
SALARIES (TEMPORARY)	8,328	8,328	9,478	7,385	2,357	6,595	5,446
OVERTIME							
SALARY SUB TOTAL	\$ 133,958	\$ 120,246	\$ 113,074	\$ 110,591	\$ 92,637	\$ 89,910	\$ 97,713
Town Clerk & Elections Expense	13,315	12,615	11,520	8,760	5,020	5,675	6,485
Elections & Registrations	13,025	12,585	10,660	13,466	5,829	13,132	10,809
EXPENSE SUB TOTAL	\$ 26,340	\$ 25,200	\$ 22,180	\$ 22,226	\$ 10,849	\$ 18,807	\$ 17,294
TOTAL OPERATING BUDGET	\$ 160,298	\$ 145,446	\$ 135,254	\$ 132,817	\$ 103,486	\$ 108,717	\$ 115,007

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET

TOWN CLERK & ELECTIONS BUDGET
BUDGET ACCOUNT DETAILS

FISCAL YEAR 2025 OPERATING BUDGET
TOWN CLERK & ELECTIONS BUDGET

Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (161-511000)						
Town Clerk	Jennifer Congel	35.00	83,576	Jennifer Congel	35.00	86,919
Longevity						375
Anticipated Vacation Buy-back						1,672
Subtotal Full-Time Salaries		35.00	83,576		35.00	88,966
Part-Time Salaries (161-512000)						
Asst. Town Clerk	Shannon Ellis	18.00	28,342	Shannon Ellis	22.00	36,664
Subtotal Part-Time Salaries		18.00	28,342		22.00	36,664
Temporary/Seasonal Salaries (162-512000)						
Election Workers	Various		7,978	Various		7,978
Stipend/Town Clerk member of BOR			350			350
Subtotal Temporary Salaries			8,328			8,328
Overtime						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES		53.00	\$ 120,246	57.00	\$ 133,958	

DEPARTMENT COMMENTS

Request 4 hour per week increase for Asst. Town Clerk.
 Wage increase consistent with WEA collective bargaining agreement.

**FISCAL YEAR 2025 OPERATING BUDGET
TOWN CLERK & ELECTIONS BUDGET**

**161
Town Clerk & Elections Expense Detail**

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	4,495	4,495	3,500	3,378	2,523	1,195
161	529100	Clerk Bylaws	4,495	4,495	3,500	3,378	2,523	1,195
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	5,720	5,020	4,220	3,625	2,301	3,067
161	530000	Contract Services	4,000	3,300	3,200	3,006	2,236	3,007
161	530800	Seminars/Training	1,720	1,720	1,020	619	65	60
	534000	COMMUNICATION						798
161	534500	Postage						798
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	1,500	1,500	1,500			545
161	542000	Office Supplies						545
161	558800	Town Clerk Bookbinding	1,500	1,500	1,500	1,178	96	
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	1,200	1,200	1,800	469		
161	571000	Travel - mileage	500	500	1,500			
161	571100	Meals/Lodging	700	700	300	469		
	573000	DUES & MEMBERSHIPS	400	400	500	110	100	70
161	573000	Dues & Memberships	400	400	500	110	100	70
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 13,315	\$ 12,615	\$ 11,520	\$ 8,760	\$ 5,020	\$ 5,675

DEPARTMENT COMMENTS

Increase in contract services line is due to the increased cost of sending out census and confirmation mailings

FISCAL YEAR 2025 OPERATING BUDGET
TOWN CLERK & ELECTIONS BUDGET

162
 Elections & Registrations

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	8,600	8,560	6,660	11,821	5,299	10,404
162	530000	Contracted services	6,800	6,800	4,900	7,739	3,088	6,992
162	530700	Printing	1,800	1,760	1,760	4,082	2,211	3,412
	534000	COMMUNICATION	2,800	2,600	2,600	129	29	2,006
162	534500	Postage	2,800	2,600	2,600	129	29	2,006
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	1,625	1,425	1,400	1,516	501	722
162	542000	Office Supplies	1,200	1,000	1,000	753	250	279
162	549000	Food Supplies	425	425	400	763	251	443
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 13,025	\$ 12,585	\$ 10,660	\$ 13,466	\$ 5,829	\$ 13,132

DEPARTMENT COMMENTS

Increases include postage and taking into account two state elections in FY 25 and one annual, as well as office supplies.

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET



COMMUNITY DEVELOPMENT BUDGET

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY DEVELOPMENT BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	203,838	125,000					
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)	2,400	2,400	2,400	1,200	2,400	2,400	2,000
OVERTIME							
SALARY SUB TOTAL	\$ 206,238	\$ 127,400	\$ 2,400	\$ 1,200	\$ 2,400	\$ 2,400	\$ 2,000
COMMUNITY DEVELOPMENT EXPENSE	3,000	3,000	3,000	4,580	408	2,000	2,329
PLANNING EXPENSE	1,250						
COMMITTEE SUPPORT	24,830	24,830	23,110	13,505	2,492	9,072	8,356
EXPENSE SUB TOTAL	\$ 29,080	\$ 27,830	\$ 26,110	\$ 18,085	\$ 2,900	\$ 11,072	\$ 10,686
TOTAL OPERATING BUDGET	\$ 235,318	\$ 155,230	\$ 28,510	\$ 19,285	\$ 5,300	\$ 13,472	\$ 12,686

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

COMMUNITY DEVELOPMENT BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY DEVELOPMENT BUDGET**

Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries						
TOWN PLANNER			125,000	VACANT	1.00	125,000
BOARD & COMMITTEE ASSISTANT			(Previously incl. in various Budget Lines)	Jennifer Elsensohn	1.00	78,838
Subtotal Full-Time Salaries			125,000	2.00		203,838
Part-Time Salaries						
Subtotal Part-Time Salaries			-			-
Temporary/Seasonal Salaries						
Herring Warden		178-512000	2,400			2,400
Subtotal Temporary Salaries			2,400			2,400
Overtime						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES			\$ 127,400	2.00		\$ 206,238

DEPARTMENT COMMENTS

Position not included in FY 2024 Operating Budget Article, but was passed in a subsequent funding article.
Salary portion of the amount approved in FY 2024 results in no increase in the FY 2025 requested amount.

**FISCAL YEAR 2025 OPERATING BUDGET
 COMMUNITY DEVELOPMENT BUDGET**

Community Development Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	2,000	2,000	2,000	3,700	300	2,000
696	530000	Contract Services	2,000	2,000	2,000	3,700	300	2,000
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	1,000	1,000	1,000	880	108	
692	540800	Community Events/Holiday Celebration Expense	1,000	1,000	1,000	880	108	
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 3,000	\$ 3,000	\$ 3,000	\$ 4,580	\$ 408	\$ 2,000

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY DEVELOPMENT BUDGET

Planning Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	500					
			500					
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	500					
			500					
	573000	DUES & MEMBERSHIPS	250					
			250					
	574000	OTHER CHARGES & EXPENSES						
		TOTAL OPERATING BUDGET	\$ 1,250					

DEPARTMENT COMMENTS

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY DEVELOPMENT BUDGET**

Committee Support Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	3,000	3,000	3,000	2,000		
189	529600	Housing Trust Expense	3,000	3,000	3,000	2,000		
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	16,065	16,065	16,065	9,365	491	5,312
171	530000	Contract Services - conservation						700
183	530000	Contract Services - Natural Resources Advisory Board	1,050	1,050	1,050	1,196		
171	530400	Advertsing - conservation						1,817
171	530700	Printing - conservation	150	150	150	268	79	
171	530800	Seminars/Training - conservation	450	450	450			
174	530000	Contract Services - planning	5,000	5,000	5,000	7,876		
174	530400	Advertising - planning						86
174	530700	Printing - planning	1,200	1,200	1,200			
174	530800	Seminars/Training - planning	1,665	1,665	1,665			
176	530400	Advertising - ZBA						522
176	530700	Printing - ZBA	100	100	100			
176	530800	Seminars/Training - ZBA	50	50	50	25		
177	530000	Contract Services - Open Space	1,000	1,000	1,000			
177	530700	Printing - Open Space	500	500	500			
181	530700	Printing - Shellfish Advisory Committee	100	100	100			
189	530000	Contract Services - Housing Authority	4,800	4,800	4,800		412	2,187
	534000	COMMUNICATION	530	530	530	1,297	353	1,152
171	534500	Postage - conservation	530	530	530	1,297		245
176	534500	Postage - ZBA					353	907
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	4,250	4,250	2,530	507	1,318	1,740
171	542000	Office Supplies - conservation	4,250	4,250	2,530	507	1,318	1,740
174	542000	Office Supplies - Planning						267

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY DEVELOPMENT BUDGET**

Committee Support Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
176	542000	Office Supplies - ZBA				129	127	228
690	542000	Office Supplies - Historical Commission	200	200	200			110
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	275	275	275			
171	571000	Travel - conservation	200	200	200			
176	571000	Travel - ZBA	75	75	75			
	573000	DUES & MEMBERSHIPS	510	510	510	207	203	263
171	573000	Dues/memberships - conservation	300	300	300	207	203	263
174	573000	Dues/memberships - planning	135	135	135			
176	573000	Dues/memberships - ZBA	75	75	75			
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 24,830	\$ 24,830	\$ 23,110	\$ 13,505	\$ 2,492	\$ 9,072

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET



INSPECTIONAL SERVICES BUDGET

FISCAL YEAR 2025 OPERATING BUDGET
INSPECTIONAL SERVICES BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	414,916	417,447	340,534	343,361	327,549	316,450	329,120
SALARIES (PART-TIME)	90,000	83,000	83,000	118,467	81,830	81,354	93,884
SALARIES (TEMPORARY)			5,000	5,655			2,828
OVERTIME							
SALARY SUB TOTAL	\$ 504,916	\$ 500,447	\$ 428,534	\$ 467,483	\$ 409,379	\$ 397,804	\$ 425,831
HEALTH & CONSERVATION DEPT EXPENSE	70,555	70,012	65,171	49,044	42,603	36,344	42,664
BUILDING INSPECTION EXPENSE	14,050	16,800	10,557	9,283	7,702	4,975	7,320
EXPENSE SUB TOTAL	\$ 84,605	\$ 86,812	\$ 75,728	\$ 58,327	\$ 50,305	\$ 41,319	\$ 49,984
TOTAL OPERATING BUDGET	\$ 589,521	\$ 587,259	\$ 504,262	\$ 525,810	\$ 459,684	\$ 439,123	\$ 475,815

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

INSPECTIONAL SERVICES BUDGET

BUDGET ACCOUNT DETAILS

FISCAL YEAR 2025 OPERATING BUDGET
INSPECTIONAL SERVICES BUDGET - Building Department

241

Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (241-511000)						
Building Inspector	Angelo Salamone		81,967	Angelo Salamone		87,090
Health/Conservation Agent			165,509			
Admin Assistant - Health			86,728	Gary Locke		72,800
Admin Assistant - Bldg.			61,480	Dareen Davis		66,726
Conservation Agent				Beth Pyles		87,125
Health Agent				Heith Martinez		101,175
Amounts allocated from supplemental articles			21,763			
Subtotal Full-Time Salaries			417,447			414,916
Part-Time Salaries (241-512000)						
Inspectors			83,000			90,000
Subtotal Part-Time Salaries			83,000			90,000
Temporary/Seasonal Salaries (241-512500)						
Subtotal Temporary Salaries			-			-
Overtime						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES			\$ 500,447	\$ 504,916		

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
INSPECTIONAL SERVICES BUDGET

510

Health Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	1,750	1,207	1,207	1,703	913	831
510	529000	Service Contract - copier	1,750	1,207	1,207	1,703	913	831
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	53,000	53,000	52,659	40,778	34,712	30,638
510	530000	Contract Services	53,000	53,000	52,659	40,778	34,712	30,638
	534000	COMMUNICATION	2,400	2,400	2,400	1,277	1,661	966
510	530400	Advertising	100	100	100			
510	530700	Printing	1,100	1,100	1,100	827	1,034	345
510	534000	Telephone	600	600	600	300	300	450
510	534500	Postage	600	600	600	150	327	171
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	7,100	7,100	2,600	1,570	1,272	1,106
510	542000	Office Supplies	1,400	1,400	1,400	1,570	1,272	1,106
510	544200	Transfer Station Stickers	1,200	1,200	1,200			
510	548000	Gasoline	4,500	4,500				
	560000	ASSESSMENTS	2,200	2,200	2,200	2,200	2,200	2,200
510	563000	Greenhead Fly Control	2,200	2,200	2,200	2,200	2,200	2,200
	571000	TRAVEL & CONFERENCE	2,900	2,900	2,900	1,416	1,467	240
510	530800	Seminars/Training	1,500	1,500	1,500	1,080	1,140	240
510	571000	Travel	1,000	1,000	1,000	336	327	
510	571100	Meals & Lodging	400	400	400			

FISCAL YEAR 2025 OPERATING BUDGET
INSPECTIONAL SERVICES BUDGET

510

Health Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	573000	DUES & MEMBERSHIPS	805	805	805	100	378	363
510	573000	<i>Dues/Memberships</i>	805	805	805	100	378	363
	574000	OTHER CHARGES & EXPENSES	400	400	400			
510	585000	<i>Small Equipment</i>	400	400	400			
TOTAL OPERATING BUDGET			\$ 70,555	\$ 70,012	\$ 65,171	\$ 49,044	\$ 42,603	\$ 36,344

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
INSPECTIONAL SERVICES BUDGET - Building Dept.

241
Building Inspection Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	1,750	1,250	1,207	1,703	1,065	831
241	529000	Service Contract Copier	1,750	1,250	1,207	1,703	1,065	831
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	4,700	4,700	4,500	2,234	2,964	958
241	530000	Contract Services	1,200	1,200	1,000	496	903	624
241	530700	Printing - special forms and permits	500	500	500	513	177	209
241	530800	Seminars/Training	3,000	3,000	3,000	1,225	1,884	125
	534000	COMMUNICATION	1,000	1,000	1,000	613	471	493
241	534000	Telephone	400	400	400	463	294	293
241	534500	Postage	600	600	600	150	177	200
	535000	OPERATIONAL & PROGRAM COSTS	300	300	300			184
241	558400	Field Supplies	300	300	300			184
	540000	SUPPLIES	2,000	1,750	1,750	1,772	1,491	1,388
241	542000	Office Supplies	1,750	1,500	1,500	1,772	1,470	1,138
241	558200	Uniforms	250	250	250		21	250
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	4,000	7,500	1,500	2,961	1,571	906
241	571000	Travel	4,000	7,500	1,500	2,961	1,571	906
	573000	DUES & MEMBERSHIPS	300	300	300		140	215
241	573000	Dues & Memberships	300	300	300		140	215
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 14,050	\$ 16,800	\$ 10,557	\$ 9,283	\$ 7,702	\$ 4,975

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET



PUBLIC SAFETY: POLICE DEPARTMENT BUDGET

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY: POLICE DEPARTMENT BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	1,782,565	1,760,565	1,600,549	1,442,999	1,308,143	1,207,150	1,319,431
SALARIES (PART-TIME)	25,000	25,000	25,000	2,400			1,200
SALARIES (TEMPORARY)	58,500	27,500	29,000	60,703	33,105	91,429	61,746
OVERTIME	265,000	250,000	232,000	263,626	253,185	158,340	225,050
SALARY SUB TOTAL	\$ 2,131,065	\$ 2,063,065	\$ 1,886,549	\$ 1,769,728	\$ 1,594,433	\$ 1,456,919	\$ 1,607,427
POLICE DEPARTMENT EXPENSE	240,127	225,700	209,400	218,713	206,532	131,557	185,601
EMERGENCY MANAGEMENT EXPENSE	5,000	5,000	5,000	2,909	1,659	4,473	3,014
EXPENSE SUB TOTAL	\$ 245,127	\$ 230,700	\$ 214,400	\$ 221,622	\$ 208,191	\$ 136,030	\$ 188,614
TOTAL OPERATING BUDGET	\$ 2,376,192	\$ 2,293,765	\$ 2,100,949	\$ 1,991,350	\$ 1,802,624	\$ 1,592,949	\$ 1,796,041

TOWN OF WELLFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET

PUBLIC SAFETY: POLICE DEPARTMENT BUDGET
BUDGET ACCOUNT DETAILS

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY: POLICE DEPARTMENT BUDGET

210

Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (210-511000)						
CHIEF OF POLICE			1,490,053	Kevin LaRocco		165,000
DEPUTY CHIEF OF POLICE						142,000
LIEUTENANT						127,000
SERGEANT 1						114,152
SERGEANT 2						95,855
SERGEANT 3						91,808
SERGEANT 4						91,808
DETECTIVE						85,444
POLICE OFFICER 1						82,121
POLICE OFFICER 2						80,929
POLICE OFFICER 3						76,838
POLICE OFFICER 4						73,291
POLICE OFFICER 5						70,852
POLICE OFFICER 6						69,503
POLICE OFFICER 7						69,036
POLICE OFFICER 8						69,036
POLICE OFFICER 9						69,036
POLICE OFFICER 10						69,036
DETECTIVE STIPEND			3,000	Note 1		-
UNIFORM ALLOWANCE			16,000			16,000
UNALLOCATED LONGEVITY			11,860	Note 2		7,820
UNALLOCATED DIFFERENTIAL PAY			13,500	Note 3		16,500
UNALLOCATED HOLIDAY PAY			43,788			35,000
UNALLOCATED EDUCATION PAY			35,100	Note 4		46,000
UNALLOCATED OIC PAY			10,000	Note 5		18,500
ADMIN PROMOTION			30,000	Note 6		-
Allocation of Supplemental articles			107,264			
Subtotal Full-Time Salaries			1,760,565			1,782,565
Part-Time Salaries (210-512000)						
Part-Time (210-512000)			25,000	Note 7		25,000
Crossing Guard (210-511800)						
Subtotal Part-Time Salaries			25,000			25,000
Temporary/Seasonal Salaries						
SPECIAL OFFICERS (210-511600)	VARIOUS PERSONS		25,000	Note 8		55,000

MATRON	VARIOUS PERSONS	2,500	3,500
Subtotal Temporary Salaries		27,500	58,500
Overtime (210-513000)			
General Overtime (210-513000)		200,000	265,000
In-House Training (210-511200)		18,000	
Special Events (210-514500)		32,000	
Subtotal Overtime Salaries		250,000	265,000
GRAND TOTAL SALARIES		\$ 2,063,065	\$ 2,131,065

DEPARTMENT COMMENTS

NOTES:

- 1 Detective stipend no longer in Collective Bargaining Agreement (CBA)
 - 2 Decrease due to staff turnover
 - 3 Increase as result of new differentials included in new CBA
 - 4 Increase as a result of new hire qualifying for Educational stipends under CBA
 - 5 Increase as a result of new amounts included in new CBA
 - 6 Included in FY 2024 as part of departmental restructuring, amounts now included in individual salaries in FY 2025
 - 7 This line provides for part-time (20 hours p/w) ACO and for 2 seasonal Community Service Officers for Downtown area.
This line has been short for each of the last couple of years requiring re-allocations of appropriations to cover the shortfall.
 - 8 OT combined into one line: cost covers typical recurring OT needs, increase due to higher base rates in new CBA, covers in-house training and state mandated 40 hours of per officer training, per year. Additional amounts provided for special events, i.e. Beaches, ATV Patrol, Outside agencies, Newcomb Hollow.
- FY 2024 amounts represent amount per ATM warrant, but exclude separate articles for funding of CBA's.
Additional articles add \$107,264 to the FY 2024 salary budgets for a Final FY 24 Salary Budget of \$2,063,065.
Considering these articles the increase in Full-Time salary lines is \$22,000 from FY 2024 to FY 2025 (a 1.25% increase), this low amount is attributed to staff turnover with newer officers coming in at a lower rate than those being replaced.
Overall increase in all salary lines is \$68,000 from FY 2024 (including the additional articles) or 3.3%

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY: POLICE DEPARTMENT BUDGET

210

Police Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE	15,500	15,500	15,500	16,416	9,206	9,273
210	524000	Repairs & maintenance Services	500	500	500	3,477	436	6,463
210	524200	Repair & Maintenance Services - vehicles	15,000	15,000	15,000	12,939	8,770	2,810
	527000	RENTALS & LEASES	9,788	20,700	18,000	16,271	33,240	1,913
210	527000	Operating Leases	7,088	18,000	16,500	14,460	30,518	
		Operating Lease - Body Camera program		18,000	16,500	14,460	30,518	
		Operating Lease - Tasers	7,088					
210	529000	Copier Lease	2,700	2,700	1,500	1,811	2,722	1,913
	530000	PROFESSIONAL & TECHNICAL	37,689	28,700	20,600	24,115	19,141	7,034
210	530000	Contract Services	33,889	25,000	18,000	15,217	13,069	5,836
		Fire Equipment INc.	1,100					
		Mass Police Accreditation	2,340					
		Crossmatch/HID Fingerprint	3,500					
		Power DMS/Lexipol Policy & Procedures	9,500					
		Booking Room Camera	449					
		Seacost Harley	5,000					
		Trauma 24 - Hazmat Cleaning	2,000					
		Cape Cod National Seashore	5,000					
		Misc. contract services	5,000					
210	530400	Advertising		300	300		427	835
210	530700	Printing	800	700	700	995	711	363
210	531100	Medical Services	1,800	1,500	400	7,903	4,934	
210	532000	Drug Investigation	1,200	1,200	1,200			
	534000	COMMUNICATION	6,800	6,800	5,600	6,937	6,891	6,516
210	534000	Telephone	6,200	6,200	5,000	6,344	6,272	5,490
210	534500	Postage	600	600	600	593	619	1,026
	535000	OPERATIONAL & PROGRAM COSTS						

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY: POLICE DEPARTMENT BUDGET

210

Police Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	540000	SUPPLIES	93,750	87,500	83,200	89,778	88,112	61,918
210	543000	Repairs and maintenance supplies	5,000	5,000	5,000	117	1,927	20
210	548500	Vehicle Supplies	15,000	15,000	15,000	20,704	16,269	18,622
210	558300	Uniform allowance	4,000	4,000	4,000	6,975	4,668	8,665
210	542000	Office Supplies	6,500	5,500	5,500	6,162	4,260	6,848
210	548000	Gasoline/Diesel	50,000	45,000	42,000	36,640	26,675	15,057
210	549000	Food	1,750	1,500	200	1,953	835	
210	550000	Medical supplies	2,500	2,500	2,500	2,956	3,947	2,237
210	558100	Training Supplies	5,000	5,000	5,000	5,795	12,197	1,992
210	558200	Uniform-Equip Replacement	4,000	4,000	4,000	8,476	17,334	8,477
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	56,000	50,500	50,500	31,783	39,647	11,637
210	571000	Travel	6,000	5,000	5,000	9,268	9,881	2,269
210	571100	Meals & Lodging	5,000	3,500	3,500	4,902	3,707	1,524
210	572200	Academy Costs	20,000	20,000	20,000	8,243	20,018	
210	571200	Education/Training	25,000	22,000	22,000	9,370	6,041	7,844
	573000	DUES & MEMBERSHIPS	5,600	4,000	4,000	7,027	6,113	6,167
5400	573000	Dues & Memberships	5,600	4,000	4,000	7,027	6,113	6,167
		Cape Cod Regional Law Enforcement Council	2,500					
		Cape Chiefs Association	200					
		SE Chiefs Association	400					
		Mass Chiefs Association	500					
		General dues/memberships	2,000					
	574000	OTHER CHARGES & EXPENSES	15,000	12,000	12,000	26,386	4,182	27,099
210	585000	Small Equipment	15,000	12,000	12,000	26,386	4,182	27,099
TOTAL OPERATING BUDGET			\$ 240,127	\$ 225,700	\$ 209,400	\$ 218,713	\$ 206,532	\$ 131,557

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY: POLICE DEPARTMENT BUDGET

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Police Department Expense Detail

BUDGETS

ACTUALS

ORG	OBJECT	DESCRIPTION	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
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DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY: POLICE DEPARTMENT BUDGET

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Emergency Management Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	5,000	5,000	5,000	2,909	1,659	4,473
291	555500	Emergency Management	5,000	5,000	5,000	2,909	1,659	4,473
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 5,000	\$ 5,000	\$ 5,000	\$ 2,909	\$ 1,659	\$ 4,473

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET



FIRE DEPARTMENT BUDGET

**FISCAL YEAR 2025 OPERATING BUDGET
FIRE DEPARTMENT BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	2,135,665	1,960,523	1,715,831	1,677,087	1,427,308	1,136,746	1,413,714
SALARIES (PART-TIME)	49,895	52,818	60,026	37,057	47,847	69,116	51,340
SALARIES (TEMPORARY)	20,333	18,054	29,195				
OVERTIME	483,307	455,154	457,295	457,465	500,192	388,283	448,647
SALARY SUB TOTAL	\$ 2,689,200	\$ 2,486,549	\$ 2,262,347	\$ 2,171,609	\$ 1,975,347	\$ 1,594,145	\$ 1,913,700
FIRE DEPARTMENT EXPENSE	401,984	394,647	322,503	275,775	274,320	212,684	254,260
EXPENSE SUB TOTAL	\$ 401,984	\$ 394,647	\$ 322,503	\$ 275,775	\$ 274,320	\$ 212,684	\$ 254,260
TOTAL OPERATING BUDGET	\$ 3,091,184	\$ 2,881,196	\$ 2,584,850	\$ 2,447,384	\$ 2,249,667	\$ 1,806,829	\$ 2,167,960

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET

FIRE DEPARTMENT BUDGET
BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2025 OPERATING BUDGET
FIRE DEPARTMENT BUDGET**

Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries						
FIRE CHIEF			1,630,736	Richard J. Pauley, Jr.		157,000
DEPUTY FIRE CHIEF				Joseph A. Cappello, Jr.		135,000
CAPTAIN				Shawn Clark		98,850
CAPTAIN				Curtis Gelatt		96,850
CAPTAIN				Allison Gray		96,850
LIEUTENANT				Justin Kinshaw		95,850
FIREFIGHTER 1				Gary Doolittle		87,857
FIREFIGHTER 2				Kristian Heyliger		86,199
FIREFIGHTER 3				Colleen Phelan		81,802
FIREFIGHTER 4				Jeffrey Hall		77,894
FIREFIGHTER 5				Aidan Crowley		81,114
FIREFIGHTER 6				Erica Powell		81,586
FIREFIGHTER 7				Kenneth Blake		79,219
FIREFIGHTER 8				Ryan Hickey		79,864
FIREFIGHTER 9				Demi Miskiv		76,860
FIREFIGHTER 10				James Stergis-Cox		71,199
FIREFIGHTER 11				Ernie Cox		71,199
FIREFIGHTER 12				Luke Fancy		71,004
FIREFIGHTER 13				Brendan Cutting		71,004
FIREFIGHTER 14				Robert Czujak		74,778
FIREFIGHTER 15				Ryan Komich		69,298
FIREFIGHTER 16				Luke Walsh		73,860
ADMINISTRATIVE ASSISTANT				Theresa Townsend		80,304
EDUCATION INCENTIVES			15,000			14,000
UNALLOCATED HOLIDAY PAY			100,242			120,299
UNALLOCATED LONGEVITY PAY						5,925
Allocation of supplemental articles			214,545			
Subtotal Full-Time Salaries			1,960,523			2,135,665
Part-Time Salaries						
Call Stipends (220-515600)			17,600			13,200
Call Wages (220-515700)				Incl. \$2.2k alloc. from supp. art.		35,795
Call Incentive Pay (220-519300)			1,800			900

Subtotal Part-Time Salaries	52,818	49,895
Temporary/Seasonal Salaries		
Day/Weekend Wages (220-515900)	18,054	20,333
Subtotal Temporary Salaries	18,054	20,333
Overtime (220-513000)		
P/R Seminars (220-000000)	38,093	43,769
Overtime FT (220-513000) incl. 17k alloc. from supp. art.	291,014	324,436
Overtime Training (220-513100)	80,320	52,270
Overtime Call (220-513200)	13,746	4,682
Double Time FT (220-514400)	20,779	54,346
Double Time Call (220-514500)	11,202	3,804
Subtotal Overtime Salaries	455,154	483,307
GRAND TOTAL SALARIES	\$ 2,486,549	\$ 2,689,200

DEPARTMENT COMMENTS

**FISCAL YEAR 2025 OPERATING BUDGET
FIRE DEPARTMENT BUDGET**

**220
Fire Department Expense Detail**

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE	77,372	76,800	21,550	23,488	18,195	15,081
220	524300	Repair & Maintenance Services (Preventative on Equip/vehicles)	22,372	21,800	21,550	23,488	18,195	15,081
220	524400	Vehicle Repairs (Apparatus Repair)	55,000	55,000				
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	78,742	68,826	66,340	75,889	71,275	61,693
220	530000	Contract Services	59,200	50,050	45,489	50,246	49,656	43,405
220	53100	Ambulance Billing	14,766	14,000	16,275	14,502	13,936	12,834
220	530700	Printing	400	400	400	271		334
220	531100	Medical Services	4,376	4,376	4,176	10,870	7,683	5,120
	534000	COMMUNICATION	16,507	17,766	16,910	12,303	14,857	15,642
220	534000	Telephone	15,923	17,266	16,410	11,912	14,724	15,215
220	534500	Postage	584	500	500	391	133	427
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	94,900	100,750	90,760	96,106	74,451	68,955
220	543000	Repair & Maintenance Supplies	6,500	6,500	6,500	3,958	5,556	3,178
220	542000	Office Supplies	3,000	3,000	3,021	3,177	1,532	2,217
220	548500	Gasoline/Diesel	27,050	31,400	17,582	22,403	14,583	8,397
220	549000	Food Supplies	600	600	600	83	173	
220	550000	Medical Supplies	36,000	36,000	37,415	33,110	36,050	37,528
220	558400	Field Supplies	6,000	5,000	6,000	8,771	2,625	6,339
220	558100	Training Supplies	1,500	1,500	6,092	724	2,342	948
220	558200	Uniforms	14,250	16,750	13,550	23,880	11,590	10,348
	560000	ASSESSMENTS	35,671	35,671	31,019	31,018	23,355	22,898
220	563000	County Dispatch	35,671	35,671	31,019	31,018	23,355	22,898
	571000	TRAVEL & CONFERENCE	52,814	52,840	53,567	10,387	50,101	2,632

**FISCAL YEAR 2025 OPERATING BUDGET
FIRE DEPARTMENT BUDGET**

**220
Fire Department Expense Detail**

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
220	530800	Seminars/Training	3,000	1,500	1,500	705	320	361
220	539900	EMS Training	7,098	5,780	5,780	3,168	5,076	1,870
220	571000	Travel	10,286	10,000	9,575	2,120	4,361	223
220	571100	Meals & Lodging	32,430	35,560	36,712	4,394	40,344	178
	573000	DUES & MEMBERSHIPS	5,468	5,375	5,738	4,633	3,187	5,436
220	573000	Dues/memberships	3,768	3,715	4,078	2,933	1,087	3,204
220	573500	Licenses, permits, fees	1,700	1,660	1,660	1,700	2,100	2,232
	574000	OTHER CHARGES & EXPENSES	510	619	619	230	215	208
220	578000	Unclassified Items	510	619	619	230	215	208
220	585000	Equipment (Replacement i.e. chainsaws, tools)	15,000	15,000	15,000	10,763	18,684	16,637
220	587200	Turn Out Gear (Full set replacement \$4,000)	25,000	21,000	21,000	10,958		3,502
TOTAL OPERATING BUDGET			\$ 401,984	\$ 394,647	\$ 322,503	\$ 275,775	\$ 274,320	\$ 212,684

DEPARTMENT COMMENTS

Contract services increases: C&I EMS - \$4,000; \$2,000 power load system; \$2,000 for CAD software.

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET



PUBLIC SAFETY DISPATCHING BUDGET

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY DISPATCHING BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	396,254	382,481	353,334	347,713	326,455	323,515	332,561
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)	24,000	21,000	18,000	22,974	19,514	23,952	22,147
OVERTIME	62,000	58,100	55,600	51,723	38,337	25,948	38,669
SALARY SUB TOTAL	\$ 482,254	\$ 461,581	\$ 426,934	\$ 422,410	\$ 384,306	\$ 373,415	\$ 393,377
Dispatch Expense	55,989	48,788	46,500	27,367	35,349	27,114	29,943
EXPENSE SUB TOTAL	\$ 55,989	\$ 48,788	\$ 46,500	\$ 27,367	\$ 35,349	\$ 27,114	\$ 29,943
TOTAL OPERATING BUDGET	\$ 538,243	\$ 510,369	\$ 473,434	\$ 449,777	\$ 419,655	\$ 400,529	\$ 423,320

TOWN OF WELLFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

PUBLIC SAFETY DISPATCHING BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY DISPATCHING BUDGET**

**215
Salary Expense Detail**

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (215-511000)						
CLERK SUPERVISOR			323,666	DAVIS		84,408
DISPATCHER 1 - SUPERVISOR				MCCARTHY		71,718
DISPATCHER 2				MILLER		69,969
DISPATCHER 3				AUSTIN		67,253
DISPATCHER 4				KEMMER		64,641
UNALLOCATED EMT/EMD STIPENDS			2,400			1,200
UNALLOCATED DIFFERENTIAL			6,000	Note 1		7,200
UNALLOCATED HOLIDAY			13,140	Note 1		16,840
UNALLOCATED LONGEVITY			6,175	Note 1		6,525
UNALLOCATED UNIFORMS			4,000	Note 1		4,500
UNALLOCATED INCENTIVE PAY			2,000			2,000
Allocation of supplemental articles			25,100			
Subtotal Full-Time Salaries			382,481			396,254
Part-Time Salaries						
None						
Subtotal Part-Time Salaries			-			-
Temporary/Seasonal Salaries (215-513100)						
RELIEF DISPATCHERS (as needed)	VARIOUS PERSONS		21,000	VARIOUS PERSONS		24,000
Subtotal Temporary Salaries			21,000			24,000
Overtime						
OVERTIME - General (215-513000)	VARIOUS PERSONS		54,000	Note 2		62,000
OVERTIME - In-house training (215-513300)	VARIOUS PERSONS		4,100			
Subtotal Overtime Salaries			58,100			62,000
GRAND TOTAL SALARIES			\$ 461,581	\$ 482,254		

DEPARTMENT COMMENTS

NOTES

- 1 Increases in differentials, holiday, longevity & uniform pays are result of increases included in new Collective Bargaining Agreement.
- 2 Increased to reflect higher base wages negotiated in CBA. Combined lines - request includes all training.

FY 2024 amounts reported represent amount per ATM warrant, but excludes separate articles for funding of CBA's.
Additional articles add \$25,100 to the FY 2024 salary budgets for a final FY 24 Salary Budget of \$382,481.
Considering these articles the increase in Full-Time salaries is \$13,773 from FY 2024 to FY 2025 - a 3.6% increase.
Overall increase in all salary lines is \$20,673 - a 4.8% increase.

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY DISPATCHING BUDGET**

215

Dispatching Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	46,989	39,788	37,500	25,099	32,700	23,468
215	530000	Contract Services	41,489	34,288	33,000	21,033	32,255	23,438
		Central Square/IMC	18,081					
		CJIS	840					
		Nice recorder	2,480					
		Archive Social	4,188					
		Galaxy/Security Cameras & Doors/cells	13,000					
		DTS - paging system	2,900					
215	530800	Seminars/Training	5,500	5,500	4,500	4,066	445	30
	534000	COMMUNICATION	500	500	500	10		6
215	534500	Postage	500	500	500	10		6
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	3,500	3,500	3,500	1,305	2,187	3,294
215	542000	Office Supplies	1,500	1,500	1,500	505	1,393	1,021
215	558200	Uniforms	2,000	2,000	2,000	800	794	2,273
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	4,000	4,000	4,000	575	150	34
215	571000	Travel	2,000	2,000	2,000	439	150	
215	571100	Meals/lodging	2,000	2,000	2,000	136		34
	573000	DUES & MEMBERSHIPS						312
215	573000	Dues & Memberships	1,000	1,000	1,000	378	312	312
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 55,989	\$ 48,788	\$ 46,500	\$ 27,367	\$ 35,349	\$ 27,114

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC SAFETY DISPATCHING BUDGET

215

Dispatching Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL

Contract service budget increase due to vendor price increases.

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET



PUBLIC WORKS BUDGET

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	1,362,812	1,221,215	1,082,181	1,072,645	953,633	988,156	1,004,811
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)	30,000	91,200	91,200	35,972	23,685	34,148	31,268
OVERTIME	43,000	43,000	28,000	33,383	33,137	40,535	35,685
SALARY SUB TOTAL	\$ 1,435,812	\$ 1,355,415	\$ 1,201,381	\$ 1,142,000	\$ 1,010,455	\$ 1,062,839	\$ 1,071,765
General Maintenance Expense	151,900	180,700	235,400	188,878	121,105	134,173	148,052
Municipal Building Expense	415,300	380,300	376,350	466,481	367,919	333,319	389,240
Snow & Ice Expense	131,380	131,380	128,180	73,527	156,108	106,349	111,995
Street Lights Expense	10,600	10,600	10,600	4,300	5,327	6,191	5,273
Waste Collection & Sanitation Expense	456,050	467,550	402,850	394,851	309,548	345,929	350,109
Recycling Committee Expense	1,500	1,500	1,500	1,417	1,203	398	1,006
Highways Expense	96,200	96,200	96,200	66,814	96,874	43,782	69,157
EXPENSE SUB TOTAL	\$ 1,262,930	\$ 1,268,230	\$ 1,251,080	\$ 1,196,268	\$ 1,058,084	\$ 970,141	\$ 1,074,831
TOTAL OPERATING BUDGET	\$ 2,698,742	\$ 2,623,645	\$ 2,452,461	\$ 2,338,268	\$ 2,068,539	\$ 2,032,980	\$ 2,146,596

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

PUBLIC WORKS BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET**

Salary Expense Detail

			FY 2024 Budgeted			FY 2025 Budgeted		
			Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (420-511000)								
DIRECTOR	PC				1,117,556	JASON NORTON		144,511
ASSISTANT DIRECTOR	WEA B					PETER MORRIS		99,082
ADMINISTRATIVE ASSISTANT	Teamster					JEAN LEIDENFROST		83,966
MECHANIC	Teamster					KEVIN BERRY		79,072
HIGHWAY FOREMAN	Teamster					LEE RUSSEL		81,409
DRIVER/OPERATOR	Teamster					RYAN WILLIAMS		70,499
LABORER	Teamster					KYLE JACKETT		60,865
HEAVY TRUCK DRIVER/MECHANICAL ASSISTANT	Teamster					MATTHEW PETERSON		72,537
HEAVY TRUCK DRIVER	Teamster					JEFFREY HOLWAY		72,537
TRANSFER STATION FOREMAN	Teamster					MICHAEL CICALI		81,610
TRANSFER STATION GATE ATTENDANT	Teamster					JACOB DELANO		63,886
TRANSFER STATION EQUIPMENT OPER./TRUCK DR	Teamster					BENJAMIN MORRIS		67,309
FACILITIES FOREMAN	Teamster					PETER WILLIAMS		84,450
BUILDINGS & GROUNDS CUSTODIAN	Teamster					DONALD BRAGDON		63,310
CUSTODIAN	Teamster					JUSTIN PECHONIS		63,800
CUSTODIAN	Teamster					CHRIS PARKER		64,569
CUSTODIAN/LABORER	Teamster					PROPOSED - VACANT	Note 1	61,200
Unallocated Holiday					5,000			5,000
Unallocated Differential					9,000			9,000
Unallocated Longevity					11,625			15,700
Unallocated Uniform Allowance					10,800			11,500
Stipends (per CBA)								7,000
Allocation of FY 24 Supplemental articles					67,234			
Subtotal Full-Time Salaries					1,221,215			1,362,812
Part-Time Salaries								
Subtotal Part-Time Salaries					-			-
Temporary/Seasonal Salaries (420-512700)								
DPW TEMP/SEASONAL	DPW	VARIOUS PERSONS			91,200	VARIOUS PERSONS		30,000
Subtotal Temporary Salaries					91,200			30,000

Overtime (420-513000)					
DPW OVERTIME	DPW	VARIOUS PERSONS	43,000	VARIOUS PERSONS	43,000
Subtotal Overtime Salaries			43,000	43,000	
GRAND TOTAL SALARIES			\$ 1,355,415	\$ 1,435,812	

DEPARTMENT COMMENTS

NOTES

1 New custodial/laborer position requested to assume cleaning responsibilities that were previously outsourced or staffed by seasonal employees. This increase in full-time salaries is offset by a reduction in seasonal staff salaries.

FY 2024 reported salaries represent amount included in prior year Operating budget article, but exclude additional amounts raised to fund collective bargaining agreements (CBA). The amount of \$67,234 was raised in those articles bringing the final FY 2024 appropriated salary budget to \$1,221,215 for full-time salaries and to \$1,355,415 in total. Full-time salary increase is 11.60%, but only 6.3% accounting for the requested transfer from Seasonal wages. Overall salary increase is 5.9% as a result of new wage scales under new CBA.

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET**

420

General Maintenance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE	20,000	30,000	62,000	66,240	45,260	55,854
420	524200	Repair/Maintenance - vehicles services	20,000	30,000	30,000	19,165	4,726	16,163
420	524300	Repair/Maintenance - Fire Dept. vehicles			32,000	47,075	40,534	39,691
	527000	RENTALS & LEASES					646	
420	529800	Copier service contract					646	
	530000	PROFESSIONAL & TECHNICAL	16,600	16,600	26,400	11,886	26,377	22,898
420	530000	Contract Services	14,200	14,200	24,000	10,224	24,317	21,290
		Cylinder rental						
		Drug Testing						
		FCC Radio Licensing						
420	530800	Seminars/Training	1,900	1,900	1,900	654	1,685	912
420	531100	Medical Services	500	500	500	1,008	375	696
	534000	COMMUNICATION	50	50	50	233	46	2,469
420		Advertising						2,411
420	534500	Postage	50	50	50	233	46	58
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	57,650	71,450	86,350	52,588	45,342	50,301
420	542000	Office Supplies	2,150	2,150	2,150	1,814	2,160	1,426
420	543000	Repair/Maintenance Supplies	40,000	55,000	55,000	22,962	15,268	23,539
420	544300	Lease agreements			14,900	14,279	14,279	14,279
420	548200	Gasoline	5,000	3,500	3,500	5,202	5,664	3,170
420	550000	Medical Supplies	1,500	1,200	1,200	1,511	1,448	903
420	554100	Groundskeeping Supplies		1,600	1,600		1,726	13
420	558200	Uniforms	9,000	8,000	8,000	6,820	4,797	6,971
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	600	600	600			
420	571000	Travel	400	400	400			
420	571100	Meals/lodging	200	200	200			
	573000	DUES & MEMBERSHIPS	2,000	2,000	2,000	1,007	1,029	2,039

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET

420

General Maintenance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
420	573000	Dues & Memberships - various organizations	1,000	1,000	1,000	270	420	1,679
420	573500	Licenses, permits, fees	1,000	1,000	1,000	737	609	360
	574000	OTHER CHARGES & EXPENSES	55,000	60,000	58,000	56,924	2,405	612
420	58500	Small Equipment						612
420	585100	Cemetary Maintenance	5,000	10,000	8,000	1,957	2,405	
420	585800	Unforseen Emergencies	50,000	50,000	50,000	54,967		
TOTAL OPERATING BUDGET			\$ 151,900	\$ 180,700	\$ 235,400	\$ 188,878	\$ 121,105	\$ 134,173

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET

417

Municipal Facilities Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	214,000	184,000	148,000	212,260	148,700	131,841
417	512600	Fuel Oil	12,000	12,000	6,000	11,863	6,005	4,071
417	521000	Electricity	162,000	132,000	102,000	160,422	95,246	96,791
417	521500	Propane Gas	40,000	40,000	40,000	39,975	47,449	30,979
	524000	REPAIRS & MAINTENANCE						600
		Repairs & maintenance						600
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	136,800	136,800	129,600	138,258	133,810	138,440
417	530000	Contract Services	136,800	136,800	114,000	97,158	118,410	122,640
		FD Overhead Door repair						
		Alarm Monitoring contract						
		Elevator maintenance contract						
		Plumbing repairs						
		Pest Control						
		Well Repair & maintenance						
		HVAC Repair & maintenance						
		Septic Pumping						
		Generator repair & maintenance						
		Electrical Repair & maintenance						
		Irrigation Repair & maintenance						
		Fire extinguishers/equipment maintenance						
		Elevator and boiler inspections						
417	530200	COA Cleaning			15,600	41,100	15,400	15,800
	534000	COMMUNICATION	7,500	7,500	7,500	7,415	6,648	6,534
417	534000	Telephone	7,500	7,500	7,500	7,415	6,648	6,534
	535000	OPERATIONAL & PROGRAM COSTS			46,400	37,888	45,347	7,166
417	538600	Cleaning Perm			46,400	37,888	45,347	7,166
	540000	SUPPLIES	50,000	45,000	38,500	65,355	29,725	43,721
417	540800	Other Supplies					26	157
417	543000	Repair & Maint. Supplies	20,000	20,000	20,000	37,395	14,164	19,956

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET

417

Municipal Facilities Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
		Plumbing, electrical, hvac, carpentry supplies						
		Batteries, lightbulbs, keys, nails, screws, clamps						
		Ceiling tiles, fence posts, lumber						
417	554000	Custodial Supplies - trash liners, toiletries, cleaning products	25,000	20,000	13,500	22,837	13,966	18,247
417	554100	Groundskeeping Supplies - seed, loam, mulch, site-work	5,000	5,000	5,000	5,123	1,569	5,361
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS	7,000	7,000	6,350	5,305	3,689	5,017
417	573200	Municipal Water System Use	6,000	6,000	6,000	4,985	2,847	5,017
417	573500	Licenses, Permits, Fees	1,000	1,000	350	320	842	
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 415,300	\$ 380,300	\$ 376,350	\$ 466,481	\$ 367,919	\$ 333,319

DEPARTMENT COMMENTS

Largest cost of increases are due to electric energy costs. Cost of Grennbacker PPA is high, reconciliation of NMC will need to occur. Very favorable electric supply contract that held rates steady for 3 years is expiring 6/30/24. New supply rate will increase electric bills up to 30%

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET**

422

Public Works Highways Division

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	50,400	50,400	50,400	24,911	58,262	22,472
422	530000	Contract Services	50,400	50,400	50,400	24,911	58,262	22,472
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	22,000	22,000	22,000	23,164	24,307	11,316
422	543000	Repair/maintenance Supplies	5,000	5,000	5,000	8,330	4,426	8,410
422	553000	Public Works Supplies	17,000	17,000	17,000	14,834	19,881	2,906
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	23,800	23,800	23,800	18,739	14,305	9,994
422	583000	Infrastructure Maintenance	20,000	20,000	20,000	14,357	13,639	9,647
422	585000	Small Equipment	3,800	3,800	3,800	4,382	666	347
TOTAL OPERATING BUDGET			\$ 96,200	\$ 96,200	\$ 96,200	\$ 66,814	\$ 96,874	\$ 43,782

DEPARTMENT COMMENTS

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET**

423

Snow & Ice Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
423	513000	OVERTIME	45,000	45,000	45,000	14,309	45,609	30,984
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	48,200	48,200	47,000	16,095	48,934	41,883
423	530000	<i>Contract Services</i>	48,200	48,200	47,000	16,095	48,934	41,883
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	4,180	4,180	4,180	8,635	6,915	4,353
423	548500	<i>Vehcile Supplies - plow cutting edges, sander & equip. parts</i>	3,800	3,800	3,800	8,442	6,831	4,075
423	549000	<i>Food Supplies</i>	380	380	380	193	84	278
423	553500	<i>Salt/De-Icer</i>	34,000	34,000	32,000	34,488	54,650	29,129
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 131,380	\$ 131,380	\$ 128,180	\$ 73,527	\$ 156,108	\$ 106,349

DEPARTMENT COMMENTS

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET**

424

Street Lights Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	9,000	9,000	9,000	4,300	4,954	655
424	529700	Energy	9,000	9,000	9,000	4,300	4,954	655
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	1,600	1,600	1,600		373	
424	530000	Contract Services	1,600	1,600	1,600		373	
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						5,536
		Street Llghts						5,536
TOTAL OPERATING BUDGET			\$ 10,600	\$ 10,600	\$ 10,600	\$ 4,300	\$ 5,327	\$ 6,191

DEPARTMENT COMMENTS

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET**

433

Waste Collection & Disposal Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	100,800	100,800	89,000	87,795	50,558	30,393
433	521700	Diesel	75,000	75,000	65,000	61,995	28,758	19,780
433	522500	Landfill Monitoring	25,800	25,800	24,000	25,800	21,800	10,613
	524000	REPAIRS & MAINTENANCE	1,000	7,000	7,000		954	408
433	5240000	Repairs & maintenance	1,000	7,000	7,000		954	408
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	316,800	316,800	264,000	288,988	229,644	306,016
433	530000	Contract Services	316,800	316,800	264,000	288,988	229,644	306,016
		Waste Oil & recycling contracts						
		C&D hauling & disposal						
		Municipal Solid Waste hauling & disposal						
		Transfer station stickers, weigh scale						
		Beach dumpsters rentals						
	534000	COMMUNICATION	150	150	150	372	70	92
433	534500	Postage	150	150	150	372	70	92
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	37,000	42,500	42,500	16,996	28,044	8,742
433	542000	Office Supplies	1,000	1,000	1,000	859	860	580
433	543000	Repair/Maintenance Supplies	10,000	14,000	14,000	1,840	5,480	1,281
433	545000	Custodial Supplies	300	300	300	149	130	20
433	548500	Vehicle Supplies	9,000	9,000	9,000	5,368	9,895	4,062
433	550000	Medical Supplies	300	300	300	532	407	361
433	553000	Public Works Supplies	1,000	2,500	2,500	418	735	598
433	553900	Recycling Bins	2,400	2,400	2,400	2,038	1,089	1,840
433	556000	Amnesty Day	13,000	13,000	13,000	5,792	9,448	
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	300	300	200	700	278	278

FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET

433

Waste Collection & Disposal Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
433	573500	Licenses, Permits, Fees	300	300	200	700	278	278
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 456,050	\$ 467,550	\$ 402,850	\$ 394,851	\$ 309,548	\$ 345,929

DEPARTMENT COMMENTS

SEMASS Contract expiring in FY 2025, expect sizable increase.

**FISCAL YEAR 2025 OPERATING BUDGET
PUBLIC WORKS BUDGET**

434

Recycling Committee Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	1,500	1,500	1,500	1,417	1,203	398
434	530000	<i>Contract Services</i>	1,500	1,500	1,500	1,417	1,203	398
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,417	\$ 1,203	\$ 398

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET



SHELLFISH DEPARTMENT BUDGET

**FISCAL YEAR 2025 OPERATING BUDGET
SHELLFISH DEPARTMENT BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	330,517	301,816	245,275	246,794	223,966	227,718	232,826
SALARIES (PART-TIME)	10,160	10,160	35,416	24,512	35,550	20,007	26,690
SALARIES (TEMPORARY)							
OVERTIME	3,600	3,603	3,603	6,795	2,303	3,359	4,152
SALARY SUB TOTAL	\$ 344,277	\$ 315,579	\$ 284,294	\$ 278,101	\$ 261,819	\$ 251,084	263,668
Propogation Expense	6,000	6,000	6,000	5,935	5,958	1,706	4,533
Shellfish Department Expense	31,860	31,860	28,560	24,302	26,197	22,817	24,439
EXPENSE SUB TOTAL	\$ 37,860	\$ 37,860	\$ 34,560	\$ 30,237	\$ 32,155	\$ 24,523	\$ 28,972
TOTAL OPERATING BUDGET	\$ 382,137	\$ 353,439	\$ 318,854	\$ 308,338	\$ 293,974	\$ 275,607	\$ 292,640

TOWN OF WELLFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

SHELLFISH DEPARTMENT BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2025 OPERATING BUDGET
SHELLFISH DEPARTMENT**

Shellfish Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (179-511000)						
Shellfish Constable	Nancy Civetta		98,646	Nancy Civetta		104,811
Asst. Shellfish Constable	John Mankevetch		78,606	John Mankevetch		83,519
Deputy Shellfish Constable	Christopher Manulla		70,364	Christopher Manulla		74,762
Deputy Shellfish Constable	Vacant		42,275	Vacant		55,250
Holiday Pay			8,000	Holiday Pay:		
				John Mankevetch		3,840
				Christopher Manulla		3,437
				Unallocated		723
Longevity			3,925	Longevity:		
				Nancy Civetta		475
				John Mankevetch		1,600
				Christopher Manulla		2,100
Subtotal Full-Time Salaries			301,816			330,517
Part-Time Salaries (179-512000)						
Seasonal Deputy Constable			10,160			10,160
Subtotal Part-Time Salaries			10,160			10,160
Temporary/Seasonal Salaries						
Subtotal Temporary Salaries			-			-
Overtime (179-53000)						
			3,603			3,600
Subtotal Overtime Salaries			3,603			3,600
GRAND TOTAL SALARIES			\$ 315,579			\$ 344,277

DEPARTMENT COMMENTS

FY 24 reported amounts include \$14,016 allocated from supplemental articles.

FISCAL YEAR 2025 OPERATING BUDGET
SHELLFISH DEPARTMENT

179

Shellfish Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE	5,250	5,250	4,750	4,111	5,945	1,557
179	524000	Repairs & Maintenace	5,250	5,250	4,750	4,111	5,945	1,557
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	5,000	5,320	5,400	3,708	5,011	5,747
179	530000	Contract Services	3,450	3,450	3,450	3,396	3,483	4,326
179	530400	Advertising						209
179	530700	Printing	1,000	1,200	650	251	1,193	1,212
179	530800	Seminars/Training	550	670	1,300	61	335	
	534000	COMMUNICATION	2,500	2,600	2,320	1,625	2,147	2,053
179	534000	Telephone	2,200	2,200	2,200	1,484	1,881	1,978
179	534500	Postage	300	400	120	141	266	75
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	18,060	18,140	13,300	12,275	12,629	13,033
179	542000	Office Supplies	600	600	600	416	332	478
179	543000	Repair/maint. supplies	800	800	800	474	564	1,868
179	548500	Vehicle Supplies	400	400	200	119	420	115
179	548000	Gas/Diesel	11,000	12,000	8,700	6,797	7,669	2,940
179	558000	Other Fees	100	100	1,000	60	88	
179	540800	Other Supplies	2,160	2,120	800	1,850	874	5,053
179	558200	Uniforms	3,000	2,120	1,200	2,559	2,682	2,579
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	850	350	350	2,266	315	277
179	571000	Travel	850	350	350	2,266	315	277
	573000	DUES & MEMBERSHIPS	200	200	440		150	150
179	573000	Dues & Memberships	200	200	440		150	150
	574000	OTHER CHARGES & EXPENSES			2,000	317		
179	585000	Small Equipment			2,000	317		
TOTAL OPERATING BUDGET			\$ 31,860	\$ 31,860	\$ 28,560	\$ 24,302	\$ 26,197	\$ 22,817

FISCAL YEAR 2025 OPERATING BUDGET
SHELLFISH DEPARTMENT

179

Shellfish Department Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
SHELLFISH DEPARTMENT

180

Shellfish Propagation Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	6,000	6,000	6,000	5,935	5,958	1,706
180	544400	<i>Aquaculture Supplies / Cultch</i>	6,000	6,000	6,000	5,935	5,958	1,706
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 6,000	\$ 6,000	\$ 6,000	\$ 5,935	\$ 5,958	\$ 1,706

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET



COMMUNITY SERVICES BUDGET

FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
Community Services Salaries	119,853	112,880	106,555	103,768	102,345	105,572	103,895
Council on Aging Salaries	330,074	320,145	247,538	227,282	233,126	216,540	225,649
Library Salaries	454,626	420,526	397,047	388,482	342,909	343,916	358,436
Beach Department Salaries	441,872	386,558	377,959	419,893	318,530	369,819	369,414
Recreation Salaries	363,670	338,551	302,208	301,231	276,390	240,882	272,834
SALARY SUB TOTAL	\$ 1,710,095	\$ 1,578,660	\$ 1,431,307	\$ 1,440,656	\$ 1,273,301	\$ 1,276,729	\$ 1,330,228
Community Services Expense	151,550	75,750	55,750	60,149	41,362	265,834	122,448
Council on Aging Expense	57,700	59,875	53,375	39,669	39,429	21,432	33,510
Library Expense	162,050	154,550	149,200	145,687	138,885	111,322	131,965
Beach Department Expense	84,900	71,100	69,300	85,246	55,745	49,578	63,523
Recreation Dept. Expense	118,892	98,406	84,221	87,554	71,958	64,285	74,599
Veterans Services Exxpense	37,710	34,540	32,708	32,272	28,184	31,676	30,711
Human Service Contracts	514,000	490,000	315,000	227,042	228,345	215,184	223,524
EXPENSE SUB TOTAL	\$ 1,126,802	\$ 984,221	\$ 759,554	\$ 677,619	\$ 603,908	\$ 759,311	\$ 680,279
TOTAL OPERATING BUDGET	\$ 2,836,897	\$ 2,562,881	\$ 2,190,861	\$ 2,118,275	\$ 1,877,209	\$ 2,036,040	\$ 2,010,508

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

COMMUNITY SERVICES BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET**

660

Community Services Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (660-511000)						
Community Services Director	Suzanne Grout Thomas		109,980	Suzanne Grout Thomas		116,853
			2,900			3,000
Subtotal Full-Time Salaries			112,880			119,853
Part-Time Salaries						
Subtotal Part-Time Salaries			-			-
Temporary/Seasonal Salaries						
Subtotal Temporary Salaries			-			-
Overtime						
None			-			-
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES			\$ 112,880	\$ 119,853		

DEPARTMENT COMMENTS

Reported FY 24 salary amount reflects amount included in FY 24 operating budget article, but excludes amounts authorized in funding CBA's
 An additionl \$6,225 should be included in FY 24 final budgeted amounts for a total of \$112,880 FY 24 Salary budget.
 Increase for FY 25 is \$6,973 (6.1%) which is the collectively bargained rate.

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET**

541

Council on Aging Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (541-511000)						
DIRECTOR-COUNCIL ON AGING						
ASSISTANT COA DIRECTOR	Terri Frazier		83,380	Terri Frazier		84,347
COA OUTREACH DIRECTOR	Sally Welch		69,495	Sally Welch		70,001
FRONT DESK ASSISTANT	Chelsea Micks		61,816	Chelsea Micks		62,169
CUSTODIAN/DRIVER	Roger Boucher		57,954	Roger Boucher		61,576
Subtotal Full-Time Salaries			272,645			278,093
Part-Time Salaries (541-512000)						
FOOD SERVICE MANAGER	Maryann Lucas		29,500	Maryann Lucas		30,866
ON CALL DRIVERS	Various		10,500	Various		2,000
INSTRUCTORS	Various		7,500	Various		7,500
PROGRAM DIRECTOR (15 HRS. PER WEEK)				NEW - VACANT		21,615
				Less: addl grant funding		(10,000)
Subtotal Part-Time Salaries			47,500			51,981
Temporary/Seasonal Salaries						
Subtotal Temporary Salaries			-			-
Overtime						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES			\$ 320,145			\$ 330,074

DEPARTMENT COMMENTS

PT PROGRAM DIRECTOR

Is a new, proposed position. Wellfleet is one of the few COA's on Cape that do not have a dedicated Program Director. Larger towns have full-time positions, but as a smaller COA, a 15 hour position should be sufficient.

Although the total cost of 15 hours per week @ \$27.50 is budgeted at \$21,615, much of this cost can be absorbed by additional grant funding the Town will receive in its COA formula grant. This combined with a reduction in costs for on-call drivers results in only a small increase in part-time wages to add this position.

We are now able to host programs sponsored by other organizations, i.e. Veteran's Outreach; CC Commission; VNA; and others. Having this person to coordinate these events will benefit the entire organization and allow the other employees to focus on their job responsibilities.

FY 2024 Salaries agree to ATM operating budget, but do not include collective bargaining (CBA) article amounts.

FY 2024 CBA articles attributable to COA totals \$11,201 making the FY 2024 salary total equal \$320,145.

FY 2025 salary increase is \$9,929 or 3.1% in accordance with collective bargaining agreements.

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET**

610

Library Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (610-511000)						
LIBRARY DIRECTOR	Jennifer Wertkin	35.00	348,410	Jennifer Wertkin	35.00	104,608
ASST DIRECTOR/TECHNICAL SERVICES	Naomi Czekaj-Robbins	35.00		Naomi Czekaj-Robbins	35.00	78,267
YOUTH SERVICES LIBRARIAN	Anna L. Nielsen	35.00		Anna L. Nielsen	35.00	74,300
OUTREACH COORDINATOR	Racine Oxtoby	35.00		Racine Oxtoby	35.00	52,709
PUBLIC SERVICES LIBRARIAN	Vacant	35.00		Vacant	35.00	66,932
Subtotal Full-Time Salaries		175.00	348,410		175.00	376,816
Part-Time Salaries (610-512000)						
LIBRARY ASSISTANT	Joyce Tibbetts	19.00	65,116	Joyce Tibbetts	19.00	30,564
LIBRARY ASSISTANT	Anne E. Freyss	19.00		Anne E. Freyss	19.00	23,979
LIBRARY ASSISTANT	Judy P. Taylor	10.00		Judy P. Taylor	10.00	14,767
Subtotal Part-Time Salaries		48.00	65,116		48.00	69,310
Temporary/Seasonal Salaries (610-512500)						
TEMPORARY STAFFING	VARIOUS PERSONS		7,000	VARIOUS PERSONS		8,500
Subtotal Temporary Salaries			7,000			8,500
Overtime						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES		223	420,526	223.00	\$	454,626

DEPARTMENT COMMENTS

FY 2024 Salaries reported agree to ATM operating budget, but exclude separate amounts authorized under CBA articles.
 CBA articles provided an additional \$23,017 of funding bringing the total FY 24 salary appropriation to \$420,526.
 FY 2025 proposed salary increase is \$34,100, or 8.1% in accordance with CBA rates and a \$1,500 increase in temporay staffing.

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET**

699

Beach Dept. Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (699-511000)						
Subtotal Full-Time Salaries			-			-
Part-Time Salaries (699-512000)						
Subtotal Part-Time Salaries			-			-
Temporary/Seasonal Salaries (Various Accounts)						
699-512000 Boat Racks/IDs-Stipends	VARIOUS PERSONS		5,490			
699-512700 Seasonal/Lifeguards	VARIOUS PERSONS		367,068			427,872
Subtotal Temporary Salaries			372,558			427,872
Overtime (699-513000)						
Seasonal overtime	VARIOUS PERSONS		14,000			14,000
Subtotal Overtime Salaries			14,000			14,000
GRAND TOTAL SALARIES			\$ 386,558			\$ 441,872

DEPARTMENT COMMENTS

SEASONAL SALARIES ESTIMATE:

40 Lifeguards (18-19 FTE, rest are PT 2-3 days/week)	FTE = 40 hrs./week for 11 weeks
Rates start at \$22/hr. and supervisors at \$25/hr.	PT = 24 hrs./week for 11 weeks
and grow for returnees. Also includes Lot Attendants	\$ 209,000.00
(8 Attendants for 4 Ocean-side beaches and 4 pond	\$ 138,600.00
beaches. 4 Bay-side beaches are unattended). 1 Beach	\$ 77,000.00
Fire permit checker too. Start at \$18/hr. and the fire	\$ 10,400.00

permit checker gets \$15/hr. \$ 435,000.00

FY 2024 Transfer Required

There was a transfer required in FY 2023 for seasonal salaries for \$45,593. This amount was not included in FY 2024 budget and will likely be required. This level of funding was included and reflected going forward in the FY 2025 request. Inclusive of this transfer, FY 2024 salaries are \$432,151, and the FY 25 increase requested is \$9,721 or 2.25%

FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET

630

Recreation Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries						
DIRECTOR RECREATION			164,997	Rebecca Rosenberg		94,953
ASST DIRECTOR RECREATION				Charity Robinson		83,738
Subtotal Full-Time Salaries			164,997			178,691
Part-Time Salaries						
Subtotal Part-Time Salaries			-			-
Temporary/Seasonal Salaries						
SEASONAL	VARIOUS PERSONS		173,554	VARIOUS PERSONS		174,979
STIPENDS						10,000
Subtotal Temporary Salaries			173,554			184,979
Overtime						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES			\$ 338,551	\$ 363,670		

DEPARTMENT COMMENTS

FY 2024 amount is the amount included in ATM operating budget article but excludes amounts separately approved for collective bargaining agreements. An additional \$9,096 was approved under the CBA articles that are attributable to the Recreation Dept., resulting in total FY 24 wages of \$338,551

Increase in FY 2025 salaries and wages is \$25,119 or 7.4% representing approved rates under CBA's and an increase in seasonal wages to remain competitive.

Reported FY 2025 salary amounts include longevity amounts included in CBA's

Estimated Calculation of Seasonal Salaries:

FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET

660

Community Services Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION	550	750	750	394	379	569
660	534000	Telephone	550	750	750	394	379	569
	535000	OPERATIONAL & PROGRAM COSTS	150,000	75,000	55,000	59,755	40,983	265,265
660	538700	Portable Toilets	150,000	75,000	55,000	59,755	40,983	265,265
	540000	SUPPLIES	1,000					
	542000	Office Supplies - licenses, forms, etc.	1,000					
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 151,550	\$ 75,750	\$ 55,750	\$ 60,149	\$ 41,362	\$ 265,834

DEPARTMENT COMMENTS

The contract for portable toilets is in year 2 of a 3 year contract.

This contract provides portable toilets on a per week, per location, per unit basis and additional costs depending upon the number of times units are pumped and/or cleaned.

It is expected that FY 2024 portable toilets line item is underfunded and will need a transfer of \$75,000 to maintain the traditional amount of units at the traditional locations through the end of this fiscal year (June 30).

FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET

541

Council on Aging Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE				10		125
541	52400	Reparis & Mainenance				10		125
	527000	RENTALS & LEASES	4,200	4,200	4,200	2,160	2,369	3,462
541	529000	Service Contract - Copier	4,200	4,200	4,200	2,160	2,369	3,462
	530000	PROFESSIONAL & TECHNICAL	22,500	26,500	21,500	9,836	14,807	8,491
541	53000	Contract Services (Alarm, Copier Supply, Kitchen mats, irrigation)	9,000	13,000	8,000	3,692	6,281	1,388
541	530600	Health Services Contract (VNA Public Health Nurse)	13,500	13,500	13,500	6,144	8,526	7,103
	534000	COMMUNICATION	5,700	5,700	4,200	4,807	4,210	3,593
541	534100	Internet	1,500	1,500		1,206		
541	534000	Telephone	3,500	3,500	3,500	3,286	3,610	3,043
541	534500	Postage	700	700	700	315	600	550
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	23,600	21,650	21,650	21,313	16,864	4,668
541	542000	Office Supplies	2,500	2,000	2,000	2,224	3,426	1,389
541	545000	Custodial Supplies	2,500	750	750	1,051	402	206
541	548000	Gasoline/Diesel	1,600	3,400	3,400	1,264	1,709	1,435
541	549000	Food Supplies	17,000	15,500	15,500	16,774	11,327	1,638
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	1,250	1,500	1,500	1,063	914	950
541	571000	Travel	1,000	1,000	1,000	870	914	618
541	530800	Seminars/Training	250	500	500	193		332
	573000	DUES & MEMBERSHIPS	450	325	325	480	265	143
541	573000	Dues & Memberships	450	325	325	480	265	143
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 57,700	\$ 59,875	\$ 53,375	\$ 39,669	\$ 39,429	\$ 21,432

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET

541

Council on Aging Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL

Line item increases represent inflationary pressures to accomplish same level of service.

Custodial supplies are also increased due to now having in-house custodian and we purchase our own supplies.

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET**

610

Library Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	26,500	26,500	26,500	24,992	24,226	23,911
610	522000	Clams Contract	26,500	26,500	26,500	24,992	24,226	23,911
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	3,050	3,050	3,000	2,765	2,779	695
610	530000	Contract Services	3,000	3,000	3,000	2,765	2,779	695
610	530400	Advertising	50	50				
	534000	COMMUNICATION	4,250	4,250	1,950	4,006	2,114	2,575
610		Internet	1,800	1,800		1,899		
610	534000	Telephone	2,000	2,000	1,500	1,799	1,737	2,096
610	535000	Postage	450	450	450	308	377	479
	535000	OPERATIONAL & PROGRAM COSTS	118,000	106,000	103,000	106,538	100,955	76,096
610	558500	Books & Other Circulating Materials	118,000	106,000	103,000	106,538	100,955	47,793
610	558600	Non-print materials						28,304
	540000	SUPPLIES	9,500	9,500	9,500	5,863	5,370	5,110
610	542000	Office Supplies	9,500	9,500	9,500	5,863	5,370	5,110
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	250	250	250	75		
610	571000	Travel	250	250	250	75		
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	500	5,000	5,000	1,448	3,440	2,933
610	585200	Equipment	500	5,000	5,000	1,448	3,440	2,933
TOTAL OPERATING BUDGET			\$ 162,050	\$ 154,550	\$ 149,200	\$ 145,687	\$ 138,885	\$ 111,322

DEPARTMENT COMMENTS

Level funded, with the exception of library materials expenditure which is increased to maintain spending requirements for the Library Municipal Appropriation Requirement (state law).

FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET

699

Beach Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	8,600	8,200	8,200	7,920	8,056	
699	527500	<i>Cahoon Hollow Expense - details</i>	8,600	8,200	8,200	7,920	8,056	
	524000	REPAIRS & MAINTENANCE	8,500					
		<i>Beach Facility repair & maintenance</i>	8,500					
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	23,500	13,000	12,000	18,608	10,985	9,192
699	530000	<i>Contract services</i>	9,500	8,000	7,000	14,394	7,248	7,810
699	530400	<i>Advertising</i>						12
699	530700	<i>Printing</i>	14,000	5,000	5,000	4,214	3,737	1,370
	534000	COMMUNICATION	5,200	5,000	4,300	2,809	4,202	3,276
699	534000	<i>Telephone</i>	5,000	4,800	4,000	2,809	4,084	3,386
699	534500	<i>Postage</i>	200	200	300		118	(110)
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	22,100	23,600	22,800	39,013	16,562	13,113
699	540800	<i>Other Supplies</i>	1,000	1,000	1,000	21	244	1,886
699	542000	<i>Office Supplies</i>	2,000	1,500	1,500	2,191	1,381	1,905
699	543000	<i>Repair/Maint. Supplies</i>	1,000	4,000	2,500	29,287	3,784	1,275
699	548000	<i>Gasoline</i>	600	600	300	410	251	58
699	550000	<i>Medical Supplies</i>	2,500	2,500	3,500	133	561	650
699	553000	<i>Recreational Supplies</i>	2,000	2,000	2,000	1,089		2,280
699	558200	<i>Uniforms</i>	13,000	12,000	12,000	5,882	10,341	5,059
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE	10,000	11,000	11,000	8,431	8,211	8,983
699	571000	<i>Travel</i>	10,000	11,000	11,000	8,431	8,211	8,983
	573000	DUES & MEMBERSHIPS	2,500	1,800	2,000	690	300	
699	573000	<i>Dues/Licenses/Fees</i>	2,500	1,800	2,000	690	300	
	574000	OTHER CHARGES & EXPENSES	4,500	8,500	9,000	7,775	7,429	15,014
699	575700	<i>Credit Card Fees</i>					218	7,701

FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET

699

Beach Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
699	578000	Unclassified items	500	500	1,000	47	47	
699	585000	Small Equipment	4,000	8,000	8,000	7,728	7,164	7,313
TOTAL OPERATING BUDGET			\$ 84,900	\$ 71,100	\$ 69,300	\$ 85,246	\$ 55,745	\$ 49,578

DEPARTMENT COMMENTS

- 1 The additional \$1500 dollars in Contract Services is needed because the Water Clerk is no longer paying for WhiteWater and the DEP for services/testing for the four Beach Comfort Stations.
- 2 The increase in Cahoon Hollow reflect the increase in hourly detail costs for the weekends.
- 3 For the last few years, the DPW has required me to pay for materials that they use for repairs and maintenance of Beach facilities and equipment. I have been paying for it out of the Supplies line but it needs to be broken out as a distinct expense. The \$8,500 is based on expenses from FY23 and the first half of FY24.
- 4 The additional \$9000 in Printing is for the materials needed to print our own Beach Stickers. Due to a high incidence of stickers being altered, we need a new method that will not permit alterations.
- 5 The American Red Cross has recently raised their fees and this is reflected in my Certifications line.

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET**

630

Recreation Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	81,292	65,177	52,877	57,759	39,299	47,553
630	530000	Contract services (See Note 1)	66,917	53,677	43,377	50,994	34,779	45,218
630	530200	League/Tourney REfs/Umps	7,575	6,000	6,000	5,235	2,070	1,835
630	530400	Ice Time	1,000	700	700	500		500
630	530500	Field Trips	4,000	3,000	700	228	455	
630	530700	Printing	1,200	1,200	1,500	538	1,995	
630	530800	Seminars/Training	600	600	600	264		
	534000	COMMUNICATION	3,850	3,789	489	2,918	435	728
630	534000	Telephone	500	439	439	449	435	507
630	534100	Internet	3,300	3,300		2,469		
630	534500	Postage	50	50	50			221
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	31,100	28,790	27,540	21,636	31,612	15,798
630	540100	Recreational Supplies	4,000	4,000	4,000	5,101	4,817	3,080
630	540300	Road Race Supplies (Note 2)	11,100	10,000	10,000	7,674	8,510	3,869
630	540500	Bakers Field Supplies	2,500	2,500	2,500	2,745	3,227	2,129
630	540700	Holiday Supplies	1,000	1,000	1,000	648	944	999
630	540800	Other Supplies	400	400	400	637	369	200
630	540900	League/Tourney supplies	1,500	1,500	1,500	1,176	3,046	2,140
630	542000	Office Supplies	1,000	1,000	1,000	653	503	1,295
630	548200	Gasoline/Vehicle Maint.	2,000	2,000	750	162	302	
630	550000	Medeical Supplies	600	600	600		578	1,472
630	558200	Uniforms	7,000	5,790	5,790	2,840	9,316	614
	560000	ASSESSMENTS						

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET**

630

Recreation Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS	650	650	650		250	30
630	573000	Dues & Memberships	650	650	650		250	30
	574000	OTHER CHARGES & EXPENSES						76
630	575700	Credit Card Fees						76
630	585000	Small Equipment	2,000		2,665	5,241	362	100
TOTAL OPERATING BUDGET			\$ 118,892	\$ 98,406	\$ 84,221	\$ 87,554	\$ 71,958	\$ 64,285

DEPARTMENT COMMENTS

Note 1 Contract Services include costs for:

my rec software

Van rental - which may be decreased in future years if new van under capital budget request is placed in service.

Small increase in live music fees for the square dance callers and Music at Mayo performers.

Largest increase relates to costs associated with programming occurring after school and on weekends. This is offset by decrease in part-time salaries and wages account.

Note 2 Road Race Supplies - cost to provide police details for road race, costs increasing. FY 24 amount approx. \$10,000

Note 3 Small Equipment request

Purchase of laptop to replace old, outdated model in order to efficiently process credit card sales.

Purchase of additional security camera that can record activity in front of building and in the parking lot at Bakers Field Rec. bldg.

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET**

543

Veterans Service Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS	21,710	19,540	18,708	18,707	18,399	18,998
543	563000	<i>Veteran's District Assessment</i>	21,710	19,540	18,708	18,707	18,399	18,998
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	16,000	15,000	14,000	13,565	9,784	12,679
543	577000	<i>Veteran's Benefits</i>	16,000	15,000	14,000	13,565	9,784	12,679
TOTAL OPERATING BUDGET			\$ 37,710	\$ 34,540	\$ 32,708	\$ 32,272	\$ 28,184	\$ 31,676

DEPARTMENT COMMENTS

**FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET**

520

Human Service Contract Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	514,000	490,000	315,000	227,042	228,345	215,184
520	011001	Human Services Unallocated	82,000					6,250
520		Gosnold						6,750
520	500100	Navigator	37,000	25,000	25,000	18,750	25,000	18,750
520	535100	AIDS Support Group		3,000	3,000	2,250	5,000	2,500
520	535200	Wellfleet Montessori PreSchool		3,300	3,300	825	3,500	1,875
520	535400	The Childrens Place		10,000	10,000	5,000	10,000	10,000
520	535700	Alzheimers Family Support		2,000	2,000	750	1,500	1,125
520	535800	Legal Services		2,000	2,000	1,500	2,000	1,500
520	535900	Independence House		4,700	4,700	3,525	4,700	2,438
520	536000	Helping Our Women		5,000	5,000	3,750	5,000	7,313
520	536001	Mustard Seed Kitchen		4,000	4,000	3,000	4,000	
520	536002	Food 4 Kids		3,000	3,000	3,000	1,000	
520	536100	Homeless Prevention Council		15,000	15,000	11,250	15,000	6,625
520	536200	Lower Cape Outreach		10,000	10,000	7,500	10,000	8,750
520	536300	Consumer Assistance Council					300	250
520	536500	Outer Cape Health Services		10,000	10,000	7,500	10,000	6,000
520	536600	Elder Services Meals on Wheels		2,000	2,000	1,500	2,000	1,125
520	536700	Mass Appeal		6,000	6,000	4,500	6,000	5,000
520	500600	Tuition/Preschool Vouchers	375,000	375,000	200,000	142,442	113,345	118,933

FISCAL YEAR 2025 OPERATING BUDGET
COMMUNITY SERVICES BUDGET

520

Human Service Contract Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
182	530000	WELLFLEET CHAMBER OF COMMERCE	20,000	10,000	10,000	10,000	10,000	10,000
TOTAL OPERATING BUDGET			\$ 514,000	\$ 490,000	\$ 315,000	\$ 227,042	\$ 228,345	\$ 215,184

DEPARTMENT COMMENTS

Chamber of Commerce request was for over \$30k, tentative agreed to increase partially with subsequent review of benefit for additionally requested funding in subsequent year.

Preschool voucher FY 24 budget reflects Operating Budget article amount - supplemental article was passed with override, so no actual increase for FY 2025 for this line item.

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET



UNALLOCATED EXPENDITURES BUDGET

**FISCAL YEAR 2025 OPERATING BUDGET
UNALLOCATED EXPENDITURES BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)							
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)	12,500	12,500	8,000	12,949	2,614	8,412	7,992
OVERTIME							
SALARY SUB TOTAL	\$ 12,500	\$ 12,500	\$ 8,000	\$ 12,949	\$ 2,614	\$ 8,412	\$ 7,992
Energy & Fuels Expense							
General Liability Insurance	618,125	575,000	510,941	530,709	507,525	461,086	499,773
Employee Pension	1,864,609	1,747,350	1,574,968	1,574,968	1,522,803	1,431,823	1,509,865
Employee Insurance	2,187,680	2,129,144	1,766,717	1,260,262	1,598,680	1,716,084	1,525,009
Employment Costs Expenses	65,000	65,000		99,517			33,172
EXPENSE SUB TOTAL	\$ 4,735,414	\$ 4,516,494	\$ 3,852,626	\$ 3,465,456	\$ 3,629,008	\$ 3,608,993	\$ 3,567,819
TOTAL OPERATING BUDGET	\$ 4,747,914	\$ 4,528,994	\$ 3,860,626	\$ 3,478,405	\$ 3,631,622	\$ 3,617,405	\$ 3,575,811

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

UNALLOCATED EXPENDITURES BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2025 OPERATING BUDGET
UNALLOCATED EXPENDITURES BUDGET**

Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries						
Subtotal Full-Time Salaries			-			-
Part-Time Salaries						
Subtotal Part-Time Salaries			-			-
Temporary/Seasonal Salaries						
Tax Work Off Program (940-5190)			12,500			12,500
Subtotal Temporary Salaries			12,500			12,500
Overtime						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES			\$ 12,500			\$ 12,500

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
UNALLOCATED EXPENDITURES BUDGET

Property & Liability Insurance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	618,125	575,000	510,941	530,709	507,525	461,086
		<i>Deductibles</i>				1,425	1,743	620
945	5400	General Liability	537,500	500,000	441,100	457,178	414,967	377,439
912	577800	Workers Comp Liability - Town	80,625	75,000	69,841	72,106	90,815	83,027
TOTAL OPERATING BUDGET			\$ 618,125	\$ 575,000	\$ 510,941	\$ 530,709	\$ 507,525	\$ 461,086

DEPARTMENT COMMENTS

Initial planning estimate of 7.5% - broker indicate general liability trend is 10-15%

**FISCAL YEAR 2025 OPERATING BUDGET
UNALLOCATED EXPENDITURES BUDGET**

Employee Pension & Insurance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS	1,864,609	1,747,350	1,574,968	1,574,968	1,522,803	1,431,823
911	577700	Barnstable County Retirement Assoc. pension assessment	1,864,609	1,747,350	1,574,968	1,574,968	1,522,803	1,431,823
		Regular Assessment	1,878,136					
		Early Retirement Incentive Charge	17,755					
		Early Pay Discount	(31,282)					
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	2,187,680	2,129,144	1,766,717	1,260,262	1,598,680	1,716,084
913	577900	Unemployment Insurance	31,500	30,000	30,000	43,775	17,943	44,037
914	5170	Employee Health Insurance Benefits	1,678,230	1,561,144	1,484,300	947,351	1,355,318	1,471,362
		OPEB Trust Fund Contribution	200,000	200,000				
915	5171	Life Insurance	8,000	7,850	7,750	5,742	2,322	6,488
916	5170	Medicare	169,950	165,000	175,000	166,931	140,216	144,225
917	5170	Health Insurance Stipends	80,000	75,000	53,667	78,463	67,381	34,472
918	5170	HSA Contributions	20,000	18,000	16,000	18,000	15,500	15,500
		Allocation of amounts from supplemental articles		72,150				
TOTAL OPERATING BUDGET			\$ 4,052,289	\$ 3,876,494	\$ 3,341,685	\$ 2,835,230	\$ 3,121,483	\$ 3,147,907

DEPARTMENT COMMENTS

Planning estimate of 7.5% for health insurance; nominal increase in medicare based upon salary increases; 6.0% for County Retirement Unemployment ins. Is based upon factor of 1 (historic value) but recent experience is a factor of 3 (assigned by DUA) hopeful this is a ST situation.

**FISCAL YEAR 2025 OPERATING BUDGET
UNALLOCATED EXPENDITURES BUDGET**

Employee Pension & Insurance Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL

County retirement assessment is preliminary estimate/projection from BCRA - final assessment to come in Jan/Feb.

**FISCAL YEAR 2025 OPERATING BUDGET
UNALLOCATED EXPENDITURES BUDGET**

Employment Costs Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	510000	SALARY ADJUSTMENT ACCOUNT (196-512000)	65,000	65,000		99,517		
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES						
TOTAL OPERATING BUDGET			\$ 65,000	\$ 65,000		\$ 99,517		

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET



DEBT SERVICE BUDGET

**FISCAL YEAR 2025 OPERATING BUDGET
DEBT SERVICE BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
EXEMPT DEBT - DEBT SERVICE	3,524,632	3,468,922	2,685,435	2,041,080	2,257,074	1,599,606	1,965,920
NON-EXEMPT DEBT - DEBT SERVICE	120,547	150	150	383			128
BORROWING COSTS & CHARGES	28,500	28,500	38,500	22,983	4,137	7,284	11,468
CAPITAL LEASE PAYMENTS							
EXPENSE SUB TOTAL	\$ 3,673,679	\$ 3,497,572	\$ 2,724,085	\$ 2,064,446	\$ 2,261,211	\$ 1,606,890	\$ 1,977,516
TOTAL OPERATING BUDGET	\$ 3,673,679	\$ 3,497,572	\$ 2,724,085	\$ 2,064,446	\$ 2,261,211	\$ 1,606,890	\$ 1,977,516

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET

DEBT SERVICE BUDGET
BUDGET ACCOUNT DETAILS

FISCAL YEAR 2025 OPERATING BUDGET
DEBT SERVICE BUDGET

710|751
Exempt Debt Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	5910	017001						5,075
	5910	017002						40,600
	5910	017003						
E	5910	017004		35,525	35,525	35,525	46,725	48,075
	5910	017005			450		30,450	
	5910	017006		15,225	15,225	15,225	15,675	15,450
NE	5910	017007		55,920	52,047	52,046	54,043	56,556
E	5910	017008	104,350	107,350	110,350	110,350	113,350	116,350
NE	5910	017009	10,000	10,000	10,000	10,000	10,000	10,000
E	5910	017010	35,525	36,575	37,625	37,625	38,675	39,725
E	5910	017011	15,675	16,125	16,575	16,575	17,025	7,475
E	5910	017012	5,225	5,375	5,525	5,525	5,675	5,825
E	5910	017013	10,900	11,200	11,500	11,500	11,800	12,100
	5910	017014		5,075	5,225	5,225	5,375	15,525
E	5910	017015	393,900	404,700	425,650	425,650	446,900	463,375
E	5910	017016	12,228	12,212	12,195	12,195	12,179	12,163
E	5910	017017	22,920	23,320	23,720	23,720	24,120	24,520
E	5910	017018	11,460	11,660	11,860	11,860	12,060	12,260
	5910	017019					5,100	5,200
E	5910	017020	11,235	11,435	11,635	11,635	11,835	12,035
E	5910	017021	5,200	5,300	5,400	5,400	5,500	5,600
E	5910	017022	22,920	28,420	28,920	28,920	29,420	29,920
E	5910	017023	45,410	46,210	47,010	47,010	47,810	48,610
E	5910	017024	17,190	17,490	17,790	17,790	18,090	23,490
E	5910	017025	5,200	5,300	5,400	5,400	10,600	10,800
	5910	017027					200	10,200
E	5910	017028	11,460	11,660	11,860	11,860	12,060	12,260
E	5910	017029	10,300	10,500	10,700	10,700	10,900	11,100
E	5910	017030	421,663	432,863	481,473	481,473	493,673	505,873
E	5910	017032	514,050	536,550	554,050	554,050	571,550	

FISCAL YEAR 2025 OPERATING BUDGET
DEBT SERVICE BUDGET

710|751
Exempt Debt Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
E	5910	017033	Lt.Island Road Repair A2T	18,900	19,650	20,400	20,400	21,150
E	5910	017034	School Fire Suppression	22,000	23,000	24,000	24,000	25,000
E	5910	017035	Fire EMS Equipment A2F	16,500	17,250	18,000	18,000	18,750
E	5910	017036	Fire Dept.Vehicle A2E	5,500	11,000	11,500	11,500	12,000
	5910	017037	Water System Expansion					105,150
NE			Public Wharf Construction	MEF				
E			Police Station Design	35,410	36,410			
E			Water Mains	95,400				
NE			USDA Water Phase 1	WEF				
NE			USDA Water Phase 2	WEF				
E			31 Wastewater Design	66,384				
E			32 Campground Water Mains	97,730				
E			33 School Suppression System	241,605				
NE			34 Marina Tanks	MEF				
E			35 Fire Radio's	23,174				
E			36 Marina Vehicle	94,065				
E			37 Pick-up w/ Plow	11,955				
E			38 Rolloff Truck	53,060				
E			39 Rt. 6 Improvements	35,128				
E			40 Barrier	11,587				
E			41 Ladder Truck	73,394				
E			42 Land Acquisition	153,905				
E			43 Front-End Loader	5,243				
E			44 Recylce Trailer	15,728				
E			45 Police Equipment	10,485				
E			46 Building Repairs	10,485				
E			47 Street Sweeper	52,424				
NE			48 Marina Tanks	MEF				
E			49 Maurices Campground	529,454				
NE			50 Maurices Campground CPC	53,397				

FISCAL YEAR 2025 OPERATING BUDGET
DEBT SERVICE BUDGET

710|751
 Exempt Debt Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
E		51 Maurices Campground - taxable	168,305					
		Less: Non-exempt to other page	(63,397)					
		Other to balance to ATM		553,629				
Subtotal Long-Term Debt Service			3,524,632	2,516,929	2,021,610	2,021,159	2,242,839	1,560,162
5917	202023	A23 Fuel Tanks-Marina		131,552	131,552			
5917	251014	A13 HDYLTA Tfr.to Fd.25		111,111	111,111			
5917	331004	A18 DPW Street Sweeper		66,250	66,250			
5917	331005	A19 DPW Front Loader		55,000	55,000			
5917	331012	A20 DPW Refuse Trailer		18,750	18,750			
5917	331013	A16 Aerial Ladder Truck		71,250	71,250			
5917	331014	A21 Police Cruisers		10,000	10,000			
5917	331100	Fire Portable Radios		17,000	17,000			
5917	331300	3/4 Ton Pickup w/Plow		11,522	11,522			
5917	331400	Roll Off Truck		42,613	42,613			
5917	331600	Baker's Field Backstop		17,500	17,500			
5917	331800	Rt.6/Main St. Intersection		27,600	27,600			
5917	332000	Permeable Barrier Assmt		12,500	12,500			
5917	334170	FY20 Thall Bsmt/Lib Bathrm		12,500	12,500			
5917		Land Interest (HDYLTA)		27,147				
5917		Fire Interest		2,373				
5917		Pup Plow Interest		1,536				
5917		Rolloff Interest		5,947				
5917		Baker's Interest		611				
5917		Rt. 6 Interest		3,853				
5917		Perm. Interest		1,309				
5917		Aerial Ladder Interest		4,974				
5917		Front Loader Interest		2,227				
5917		Recycle Interest		1,187				
5917		Police Interest		698				
5917		Thall/Lib Interest		873				
5917		Sweeper Interest		4,119				
5917		Marina Interest		9,183				

FISCAL YEAR 2025 OPERATING BUDGET
DEBT SERVICE BUDGET

710|751
 Exempt Debt Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
5917	5927700	BAN Interest Due			18,677	18,677	14,235	
5925		Short Term Interest		20,000	40,000	1,244		39,444
		Other to balance to ATM		260,808				
Subtotal Short-Term Debt Service				951,993	663,825	19,921	14,235	39,444
TOTAL OPERATING BUDGET			\$ 3,524,632	\$ 3,468,922	\$ 2,685,435	\$ 2,041,080	\$ 2,257,074	\$ 1,599,606

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET

DEBT SERVICE BUDGET

Non-Exempt Debt Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
		Long-Term Debt Service (from other page)	63,397					
		Non-exempt debt short-term interest	25,000					
		Revenue anticipation notes						
		Bond anticipation notes - general	25,000					
		Bond anticipation notes - Fire Engine (funded from Amb. Fd.) (800k @ 4% for 1 year)	32,000					
756	54000	RE Tax Refund Interest	150	150	150	383		
TOTAL OPERATING BUDGET			\$ 120,547	\$ 150	\$ 150	\$ 383		

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
DEBT SERVICE BUDGET

Borrowing Costs & Charges Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
017222	530000	Borrowing Costs and Charges						
		Financial Advisory Fees						
		Bond Issuance Costs						
145	575000	Debt Admin Fees	25,000	25,000	35,000	21,394	3,700	7,233
145	578000	Other Charges	2,000	2,000	2,000	1,248		51
145	578100	Administrative Fees	1,500	1,500	1,500	341	437	
TOTAL OPERATING BUDGET			\$ 28,500	\$ 28,500	\$ 38,500	\$ 22,983	\$ 4,137	\$ 7,284

DEPARTMENT COMMENTS

**FISCAL YEAR 2025 OPERATING BUDGET
DEBT SERVICE BUDGET**

Capital Lease Payment Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL

TOTAL OPERATING BUDGET

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET



WATER ENTERPRISE FUND BUDGET

FISCAL YEAR 2025 OPERATING BUDGET
WATER ENTERPRISE FUND BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	120,000						
SALARIES (PART-TIME)	39,000	30,582	27,087	29,087	21,057	13,656	21,267
SALARIES (TEMPORARY) OVERTIME							
SALARY SUB TOTAL	\$ 159,000	\$ 30,582	\$ 27,087	\$ 29,087	\$ 21,057	\$ 13,656	\$ 21,267
Water Dept. Expense	339,490	408,691	368,521	241,062	264,892	265,906	257,287
EXPENSE SUB TOTAL	\$ 339,490	\$ 408,691	\$ 368,521	\$ 241,062	\$ 264,892	\$ 265,906	\$ 257,287
TOTAL OPERATING BUDGET	\$ 498,490	\$ 439,273	\$ 395,608	\$ 270,149	\$ 285,949	\$ 279,562	\$ 278,553

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

WATER ENTERPRISE FUND BUDGET

BUDGET ACCOUNT DETAILS

FISCAL YEAR 2025 OPERATING BUDGET
WATER ENTERPRISE FUND BUDGET

450
Salary Expense Detail

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (450-511000)						
WATER/WASTEWATER SUPERINTENDENT				VACANT		120,000
Subtotal Full-Time Salaries			-			120,000
Part-Time Salaries (450-512000)						
WATER CLERK			30,582	Karen Plantier		39,000
Subtotal Part-Time Salaries			30,582			39,000
Temporary/Seasonal Salaries						
Subtotal Temporary Salaries			-			-
Overtime (450-513000)						
None						
Subtotal Overtime Salaries			-			-
GRAND TOTAL SALARIES			\$ 30,582			\$ 159,000

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
WATER ENTERPRISE FUND BUDGET

450

Water Dept. Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	26,000	12,300	12,000	11,421	10,968	11,203
450	521000	Electricity	26,000 #	12,300	12,000	11,421	10,968	11,203
	524000	REPAIRS & MAINTENANCE	10,000					
		Chemicals/testing	10,000					
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	28,500	38,350	2,200		986	13,581
450	529300	Legal	2,500	2,050	2,000		140	95
450	530000	Contact Services	10,000	30,000			846	13,372
450	530100	Software Maintenance	6,000	6,000				
450	530400	Advertising	10,000 #	300	200			114
	534000	COMMUNICATION	1,000	1,025	1,000	117	138	662
450	534000	Telephone	1,000	1,025	1,000	117	138	662
450	534500	Postage	1,000	2,500	1,550	33	52	2
	535000	OPERATIONAL & PROGRAM COSTS	118,778	117,875	115,000	111,448	136,974	130,011
450	535600	Operations Contract	88,778	87,125	85,000	97,995	135,211	90,021
450	535600	Operations Contingency	30,000	30,750	30,000	13,453	1,763	39,990
	540000	SUPPLIES	20,000	20,775	20,250	883	5,248	620
450	542000	Office Supplies	1,000	275	250		35	170
450	543000	Repair/Maint Supplies - hydrants/valves, etc.	19,000	20,500	20,000	883	3,773	450
450	544700	Meters & Equipment					1,440	
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS	3,000					
		Training	3,000					
	574000	OTHER CHARGES & EXPENSES	131,212	215,866	216,521	117,160	110,526	109,827
450	578000	Indirect Cost Allocation - Benefit allocation from \$145k override	25,000	10,300	7,000	9,539	2,200	796
450-5910	657001	Debt Service - USDA Phase 2 Principal (27)	25,642	90,642	90,642	25,642	25,642	25,642
450-5915	657001	Debt Service - USDA Phase 2 Interest (27)	21,154	55,509	31,538	22,564	23,269	23,974
450-5910	657002	Debt Service - USDA Phase 1 Principal (26)	33,054	32,287	59,464	31,538	30,806	30,092
450-5915	657002	Debt Service - UDA Phase 1 Interest (26)	26,362	27,128	27,877	27,877	28,609	29,323

FISCAL YEAR 2025 OPERATING BUDGET
WATER ENTERPRISE FUND BUDGET

450

Water Dept. Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
TOTAL OPERATING BUDGET			\$ 339,490	\$ 408,691	\$ 368,521	\$ 241,062	\$ 264,892	\$ 265,906

DEPARTMENT COMMENTS

- Note 1: New well coming online, increase in electric supply rate eff. 7/1
- Note 2: Anticipated marketing contract to encourage connections

**FISCAL YEAR 2025 OPERATING BUDGET
WATER ENTERPRISE FUND BUDGET**

450

Water Enterprise Revenue Estimates

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
		Water Usage Charges	169,440	147,500	145,000	170,475	172,242	93,155
		System Development Fee	30,560	15,000		50,560	114,559	89,208
		Loan Principal Interest		15,000				
		Other Income		1,500		4,679	158	625
		Subtotal Operating Revenue	200,000	179,000	145,000	225,714	286,959	182,988
		General Fund Subsidy	144,490	256,778	250,608	250,608	84,214	119,463
		Prop 2 1/2 override subsidy for WW Superintendent	145,000					
TOTAL OPERATING BUDGET			\$ 489,490	\$ 435,778	\$ 395,608	\$ 476,322	\$ 371,173	\$ 302,451

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS
FISCAL YEAR 2025 OPERATING BUDGET



MARINA ENTERPRISE FUND BUDGET

FISCAL YEAR 2025 OPERATING BUDGET
WATER ENTERPRISE FUND BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)	194,003	169,125	169,075	152,171	146,798	168,800	155,923
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)	80,000	80,000	80,000	68,217	63,961	76,287	69,488
OVERTIME	10,000	10,000	10,000	18,762	16,833	20,224	18,606
SALARY SUB TOTAL	\$ 284,003	\$ 259,125	\$ 259,075	\$ 239,150	\$ 227,592	\$ 265,311	\$ 244,018
Marina Dept. Expense	600,564	381,875	339,575	382,306	279,965	312,713	324,995
EXPENSE SUB TOTAL	\$ 600,564	\$ 381,875	\$ 339,575	\$ 382,306	\$ 279,965	\$ 312,713	\$ 324,995
TOTAL OPERATING BUDGET	\$ 884,567	\$ 641,000	\$ 598,650	\$ 621,456	\$ 507,557	\$ 578,024	\$ 569,012

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

MARINA ENTERPRISE FUND BUDGET

BUDGET ACCOUNT DETAILS

**FISCAL YEAR 2025 OPERATING BUDGET
MARINA ENTERPRISE FUND BUDGET**

**260
Salary Expense Detail**

	FY 2024 Budgeted			FY 2025 Budgeted		
	Name	FTE	Salary	Name	FTE	Salary
Full-Time Salaries (260-511000)						
Harbormaster			164,200	William Sullivan		114,111
Asst. Harbormaster				Brittany Tilton		68,734
Unallocated Holiday			3,000			7,008
Unallocated Differential			1,500			3,450
Unallocated Longevity			425			700
Subtotal Full-Time Salaries			169,125	Note 1		194,003
Part-Time Salaries (260-512000)						
Subtotal Part-Time Salaries			-			-
Temporary/Seasonal Salaries (260-512700)						
Seasonal salaries	VARIOUS PERSONS		80,000			80,000
Subtotal Temporary Salaries			80,000			80,000
Overtime (260-513000)						
Overtime			10,000			10,000
Subtotal Overtime Salaries			10,000			10,000
GRAND TOTAL SALARIES			\$ 259,125			\$ 284,003

DEPARTMENT COMMENTS

Note 1 - pursuant to new collective bargaining agreement wage scale for FY 2025.

FISCAL YEAR 2025 OPERATING BUDGET
MARINA ENTERPRISE FUND BUDGET

260

Marina Dept. Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES	16,125	11,125	9,625	13,112	11,092	25,425
260		<i>Engineering Marina Rehab</i>						14,818
260	11001	<i>Insurance Premiums</i>	125	125	125	65	65	126
260	521000	<i>Electricity</i>	12,000 (1)	7,000	6,500	9,013	7,319	7,845
260	521500	<i>Propane</i>	4,000	4,000	3,000	4,034	3,708	2,636
	524000	REPAIRS & MAINTENANCE	16,000	16,000	16,500	8,746	8,495	6,928
260	524000	<i>Repair/Maint Services</i>	15,000	15,000	15,000	7,771	7,520	5,941
260	529000	<i>Copier/Lease & Service</i>	1,000	1,000	1,500	975	975	987
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL	21,300	16,300	16,300	16,605	19,886	35,784
260	529300	<i>Legal Services</i>	1,000	1,000	1,000			
260	530000	<i>Contract Services</i>	20,000 (2)	15,000	15,000	16,300	19,697	35,022
260	530400	<i>Advertising</i>	200	200	200		40	762
260	530700	<i>Printing</i>	100	100	100	305	149	
	534000	COMMUNICATION	1,700	1,700	1,100	1,431	1,244	1,494
260	534000	<i>Telephone/Internet</i>	1,600	1,600	1,000	1,233	1,244	1,494
260	534500	<i>Postage</i>	100	100	100	198		
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES	193,500	175,500	176,000	186,829	121,144	115,226
260	540800	<i>Other Supplies</i>	2,000	2,000	2,000	1,180	889	413
260	542000	<i>Office Supplies</i>	2,000	2,000	2,500	1,162	1,370	1,215
260	543000	<i>Repair/Maint. Supplies</i>	25,000	25,000	25,000	22,865	19,638	5,438
260	548000	<i>Gasoline/Diesel</i>	1,500	1,500	1,500	1,916	772	271
260	548500	<i>Vehicle Supplies</i>	2,000	2,000	2,000	659	317	1,385
260	548900	<i>Fuel for Resale</i>	158,000 (3)	140,000	140,000	157,769	97,543	105,577

FISCAL YEAR 2025 OPERATING BUDGET
MARINA ENTERPRISE FUND BUDGET

260

Marina Dept. Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS			
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	
260	558200	Uniforms	3,000	(4)	3,000	3,000	1,278	615	927
	560000	ASSESSMENTS							
	571000	TRAVEL & CONFERENCE	6,000		3,250	4,500	1,366	379	70
260	571000	Travel & Mileage	1,000		250	500			
260	571200	Seminars/Training	5,000	(5)	3,000	4,000	1,366	379	70
	573000	DUES & MEMBERSHIPS	1,000		500	500	448	620	300
260	573000	Dues, Subscriptions, licenses	1,000		500	500	448	620	300
	574000	OTHER CHARGES & EXPENSES	344,939		157,500	115,050	153,769	117,105	127,486
260	575700	Fuel Pump Transaction Fees	3,000	(6)					2,769
260	585000	Small Equipment	2,000		2,000	2,000		1,055	592
260	591100	Marina Rehab Debt Service Principal	95,000		100,000	100,000	100,000	100,000	105,000
260	592600	Marina Rehab Debt Service Interest	7,125		10,500	13,050	13,050	16,050	19,125
		Marina Tanks (2022) (34) Debt Service	101,512						
		Marina Tanks (2019) (48)	136,302						
260	596101	General Fund Indirect Costs			45,000		40,719		
TOTAL OPERATING BUDGET			\$ 600,564		\$ 381,875	\$ 339,575	\$ 382,306	\$ 279,965	\$ 312,713

DEPARTMENT COMMENTS

Note 1: Based upon FY 23 actual, with planning for increase in utility rates effective 7/1/2024

Note 2: Increased to refelect FY 23 actual and anticipated increase in fees for marina softwater

Note 3: Increase to reflect FY 23 actual

Note 4: Increase reflects collective bargaining agreement uniform and boot allowances, and shirts for seasonal staff.

Note 5: Increased to accomodate employee training for CPR and Harbormaster Academy.

FISCAL YEAR 2025 OPERATING BUDGET
MARINA ENTERPRISE FUND BUDGET

260

Marina Dept. Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL

Note 6: Potential fees related to new QTPod Fuel system now in place for Fuel Tanks.

**FISCAL YEAR 2025 OPERATING BUDGET
MARINA ENTERPRISE FUND BUDGET**

260

Marina Enterprise Revenue Estimates

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
		Charges for services	440,000	410,653	360,000	714,055	345,000	413,069
		Resale of Gas/Diesel	173,800	143,050	150,000		150,000	91,864
		Dockage Fees	70,000	69,122	56,000		56,000	30,132
		Winter Storage Fees	14,000	14,000	10,000		10,000	6,500
		Other Income	10,000	6,110	12,500		5,000	10,132
		Parking - seasonal	22,500	22,500	5,000	33,454	15,000	19,420
		Interest Income	965			7,847		1,204
		Subtotal Operating Revenue	731,265	665,435	593,500	755,356	581,000	572,321
		Waterways Fund indirect costs	2,000		2,000	2,000	2,000	2,000
		Beach Fund indirect costs	10,000		10,000	10,000	10,000	10,000
		Shellfish Fund indirect costs	5,000		5,000	5,000	5,000	5,000
		Use of Marina Enterprise Fund Retained Earnings - one time debt service	136,302					
TOTAL OPERATING BUDGET			\$ 884,567	\$ 665,435	\$ 610,500	\$ 772,356	\$ 598,000	\$ 589,321

DEPARTMENT COMMENTS

1/15/2024

TOWN OF WELFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET



EDUCATIONAL SERVICES BUDGET

**FISCAL YEAR 2025 OPERATING BUDGET
EDUCATIONAL SERVICES BUDGET SUMMARY - BY TOWN MEETING APPROPRIATION**

DESCRIPTION	BUDGETS			ACTUALS			
	FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	3 YR AVERAGE
SALARIES (FULL-TIME)							
SALARIES (PART-TIME)							
SALARIES (TEMPORARY)							
OVERTIME							
SALARY SUB TOTAL							
WELLFLEET ELEMENTARY SCHOOL OPERATIONS	3,006,642	2,891,002	2,854,698		2,579,487	2,529,871	1,703,119
NAUSET REGIONAL SCHOOL DISTRICT ASSESSMENT	4,546,436	3,440,154	3,180,341		3,196,398	3,141,399	2,112,599
CAPE COD REGIONAL TECHNICAL HS ASSESSMENT	366,127	376,102	355,235		473,889	389,504	287,798
SCHOOL LUNCH FUNDING SUPPORT	100,500	100,500					
EXPENSE SUB TOTAL	\$ 8,019,705	\$ 6,807,758	\$ 6,390,274		\$ 6,249,774	\$ 6,060,774	\$ 4,103,516
TOTAL OPERATING BUDGET	\$ 8,019,705	\$ 6,807,758	\$ 6,390,274		\$ 6,249,774	\$ 6,060,774	\$ 4,103,516

TOWN OF WELLFLEET, MASSACHUSETTS

FISCAL YEAR 2025 OPERATING BUDGET

EDUCATIONAL SERVICES BUDGET

BUDGET ACCOUNT DETAILS

FISCAL YEAR 2025 OPERATING BUDGET
EDUCATIONAL SERVICES BUDGET

Wellfleet Elementary School Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	Wellfleet Elementary School Operating Budget	3,006,642	2,891,002	2,854,698			
300			3,006,642	2,891,002	2,854,698		2,579,487	2,529,871
	524000							
	527000							
	530000							
	534000							
	535000							
	540000							
	560000							
	571000							
	573000							
	574000							
TOTAL OPERATING BUDGET			\$ 3,006,642	\$ 2,891,002	\$ 2,854,698		\$ 2,579,487	\$ 2,529,871

DEPARTMENT COMMENTS

Placeholder of 4% for planning purposes

FISCAL YEAR 2025 OPERATING BUDGET
EDUCATIONAL SERVICES BUDGET

Nauset Regional School District Assessment Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000							
	561200	NRSD Middle School Operating Budget	3,471,436	3,337,919	3,076,875		3,196,398	3,141,399
301			3,471,436	3,337,919	3,076,875		3,196,398	3,141,399
	561200	NRSD High School Operating Budget						
	561200	NRSD Region Only Expenses						
	561200	NRSD Central Office Expenses						
	530028	NRSD OPEB Funding						
	561100	NRSD Debt Assessment	1,000,000	30,934	35,049			
			1,000,000	30,934	35,049			
	561300	NRSD Capital Assessment	75,000	71,301	68,417			
			75,000	71,301	68,417			
	571000							
	573000							
	574000							
TOTAL OPERATING BUDGET			\$ 4,546,436	\$ 3,440,154	\$ 3,180,341		\$ 3,196,398	\$ 3,141,399

DEPARTMENT COMMENTS

Place holder of 4% for planning purposes

**FISCAL YEAR 2025 OPERATING BUDGET
EDUCATIONAL SERVICES BUDGET**

Cape Cod Technical Regional High School Assessment Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000							
	524000							
302	527000	Cape Cod Tech - Regional High School Operating Costs	270,869	260,451	243,480		473,889	389,504
	530000							
	534000							
	535000	CCT - OPEB Costs (included in Operating Assessment)						
	540000	Cape Cod Tech - Debt Assessment	95,258	115,651	111,755			
	560000	Cape Cod Tech - Capital Costs (included in Operating Assessment)						
	571000							
	573000							
	574000							
TOTAL OPERATING BUDGET			\$ 366,127	\$ 376,102	\$ 355,235		\$ 473,889	\$ 389,504

DEPARTMENT COMMENTS

FISCAL YEAR 2025 OPERATING BUDGET
EDUCATIONAL SERVICES BUDGET

School Lunch Support Expense Detail

ORG	OBJECT	DESCRIPTION	BUDGETS			ACTUALS		
			FY 25 BUDGET	FY 24 BUDGET	FY 23 BUDGET	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
	520000	PURCHASE OF SERVICES						
	524000	REPAIRS & MAINTENANCE						
	527000	RENTALS & LEASES						
	530000	PROFESSIONAL & TECHNICAL						
	534000	COMMUNICATION						
	535000	OPERATIONAL & PROGRAM COSTS						
	540000	SUPPLIES						
	560000	ASSESSMENTS						
	571000	TRAVEL & CONFERENCE						
	573000	DUES & MEMBERSHIPS						
	574000	OTHER CHARGES & EXPENSES	100,500	100,500				
		<i>Support for School Lunch</i>	100,500	100,500				
		TOTAL OPERATING BUDGET	\$ 100,500	\$ 100,500				

DEPARTMENT COMMENTS

TOWN OF WELLFLEET, MASSACHUSETTS

Fiscal Year 2025 Operating Budget

SECTION 5: OTHER BUDGET ITEMS

- Reserve Levels and Funding
- Other Budget Items

TOWN OF WELLFLEET, MASSACHUSETTS

Fiscal Year 2025 Operating Budget

SECTION 6: APPENDICES & OTHER RELEVANT INFORMATION

- Departmental Budget Instructions
- Town-Wide Salary Projection – Not Presented
- 6/30/2023 Year-End Financial Results Presentation – Not Presented
- 7/1/2023 Free Cash Certification - PENDING



SELECTBOARD

AGENDA ACTION REQUEST

Meeting Date: March 26, 2024

IV

TOWN MEETING WARRANT

~ A ~

REQUESTED BY:	Selectboard/Administration
DESIRED ACTION:	To review and vote to insert and or recommend town meeting warrant articles for the annual town meeting.
PROPOSED MOTION:	I move to insert the article ____ into the annual town meeting warrant.
SUMMARY:	I move to recommend the article ____
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition (s):
VOTED:	



ANNUAL TOWN MEETING

Monday May 20, 2024

6:00 PM

at

Wellfleet Elementary School

100 Lawrence Road, Wellfleet, MA

&

ANNUAL TOWN ELECTION

Monday April 29, 2024

at

12:00 Noon to 7:00 PM

Wellfleet Senior Center

715 Old King's Highway

Draft - Rev. 4 – RE

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FINANCIAL & PROPOSITION 2 ½ TERMS

Chapter 59, section 21C of the Massachusetts General Laws is commonly referred to as Proposition 2 ½ (Prop. 2 ½) of the Tax Limiting Law for Cities and Towns in Massachusetts.

LEVY: The Property tax levy is the revenue a Town can raise through real and personal property taxes. The property tax levy is the largest source of revenue for the town.

LEVY CEILING: This is the maximum the levy can be. The ceiling equals 2.5% of the town's full and fair cash value. The levy ceiling is equivalent to a tax rate of \$25.00.

LEVY LIMIT: The maximum the levy can be in a given year. The limit is based on the previous year's levy limit plus certain allowable increases, such as debt exclusions.

LEVY LIMIT INCREASE: The levy limit automatically increases each year by 2.5% of the previous year's levy limit.

NEW GROWTH: New Construction and new parcel subdivision may also increase the town's levy limit.

OVERRIDE: A community can permanently increase its levy limit by successfully voting at a referendum to exceed limits. Community may take this action as long as it is below the levy ceiling.

DEBT EXCLUSIONS: This type of override ballot question can be placed on a referendum by a two-thirds vote of the Selectboard. If a majority of the voters approve the ballot question, the town's levy limit is increased only for the amount voted at the referendum for the life of that debt only. The levy limit increase may exceed the town's levy ceiling.

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

ENCUMBRANCE: A reservation of funds to cover obligations chargeable to but not yet paid from a specific appropriation account.

CAPITAL OUTLAY EXPENDITURES EXCLUSION: This type of override ballot questions can be placed on a referendum by a two-thirds vote of the Selectboard. If a majority of the voters approve the ballot question, the additional amount for the payment of the capital project cost is added to the levy limit or levy ceiling only for the year in which the project is being undertaken.

CONTINGENT VOTES: Chapter 59, section 21C (m) permits a town meeting to appropriate funds contingent upon passage of a referendum questions (OVERRIDE/DEBT EXCLUSION). A contingent vote does not automatically result in an override referendum. An override referendum can only be called by the Selectboard. If a referendum is called by the Selectboard, it must take place within forty-five days of the town meeting vote.

TOWN MEETING PROCEDURES

A quorum of 6% of the towns registered voters must be present to conduct business (Charter: Section 2 – 1 – 3).

Voters are identified by voter cards issued when they check in with the registrars at the beginning of the meeting.

Only voters may participate in voice votes. In the case of a counted vote, voters will be identified by their voter cards.

Non-voters who have been admitted to the meeting must sit in the section designated for them. Non-voters who may wish to speak must identify themselves and may address the meeting only by permission of the Moderator. (Charter: Section 2-1-2).

No voter will be allowed to speak until recognized by the Moderator.

Voters and others recognized to address town meeting may only speak twice to any motion or amendment unless authorized by the Moderator. (Charter: Section 2-7-8).

All motions or amendments must be in writing and be legible. Exceptions for very simple motions or amendments are at the discretion of the Moderator. (General Bylaws: Sections II-2).

The order of consideration of the articles as printed in the warrant may be changed only by a 2/3 majority vote. (Charter: Section 2-7-4).

A motion for indefinite postponement, if passed, ends any action on the motion currently being debated. It may only be made after a voter has been recognized and may not come at the end of a speaker's remarks. It is fully debatable to the same extent as the main motion under consideration.

A motion to end debate (known as a "motion for previous question") may only be made by a voter who has been recognized. Anonymous calls from voters to "call the question" are out of order and will be ignored by the Moderator. A motion to end debate requires a separate 2/3 majority vote, so it may be more efficient to hear from one or two speakers and then proceed to a vote on the main motion itself.

A motion to reconsider must be made at the same session as the vote it seeks to reconsider. It can only be made after some intervening business and must be made within one hour of the vote to be reconsidered (Charter: Section 2-7-9). It is debatable to the same extent as the motion seeks to reconsider and requires a majority vote. A motion to reconsider will only be allowed if there is new information that was not available at the time of the original debate. A motion to reconsider will be ruled out of order if, in the judgement of the Moderator, it is simply an attempt at "another bite at the apple."

Some other common motions which require more than a simple majority to pass:

- Zoning Bylaws: 2/3 Majority (with some statutory situations)
- Zoning Bylaws subject to Housing Choice Acts Majority
- To authorize or sell town land 2/3 Majority.
- To approve proposed Charter Amendments 2/3 Majority.
- To pay unpaid bills of a prior fiscal year 4/5 Majority at an Annual Town Meeting
9/10 Majority at a Special Town Meeting

FINANCE COMMITTEE STATEMENT

ANNUAL TOWN MEETING WARRANT

Monday April 29, 2024

The Commonwealth of Massachusetts

To either of the Constables in the Town of Wellfleet in the County of Barnstable:

GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Wellfleet qualified to vote in town affairs, to meet at the **WELLLFET ADULTY COMMUNITY CENTER, 715 OLD KING'S HIGHWAY in Wellfleet on Monday the 29th day of April 2024, between twelve o' clock noon to seven o' clock pm.** then and there to vote for the election of the following: **Town Officer:** one, **Moderator** for one year, two for the **Selectboard** for three years, Two for the **Wellfleet Elementary School Committee** for three years, two for the **Board of Library Trustees** for three years; one for the **Board of Library Trustees** for one year; one for **Cemetery Commission** on for three years; one for the **Housing Authority** for five years. Also vote on the following questions:

SECTION 1: BUDGET ARTICLES

ARTICLE NO. 1 – FY2025 OPERATING BUDGET:

To see if the town will vote to act on the operating budget, including recommendations and reports of the selectboard, Finance Committee and other town officials, and to see if the town will vote to raise and appropriate or transfer from receipts reserved and other available finds and accounts, the sum of \$31,521,483:

Budget Division	Lines	FY 2024	FY 2025	% Change
General Government	1-24	\$3,082,183	\$3,283,777	6.54%
Public Safety	25-31	\$5,685,330	\$6,017,234	5.84%
Public Works	36-43	2,623,645	\$2,698,742	2.86%
Shellfish Department	44-45	\$353,439	\$382,137	8.12%
Community Services	46-57	\$2,562,881	\$2,848,481	11.14%
Unallocated Expenditures	58-62	\$4,528,994	\$4,790,197	5.77%
Debt Service	63-66	\$3,497,572	\$3,673,679	5.04%
Subtotal		\$ 22,334,044	\$23,694,247	5.73%
Educational Services	32-35	\$6,807,758	\$7,593,364	11.54%
Total Budget		\$29,141,802	\$31,287,611	7.36%

Or to do or act on anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard: Recommends: Yes – , No – , Abstain –

Finance Committee:

SUMMARY: This article funds the operating budget for several town departments for FY2025. It provides funding for the operational budgets for the Cape Cod Technical Regional High School, Wellfleet Elementary School, Nauset Regional School District, and the Town of Wellfleet municipal operations for the period of July 1, 2024, through June 20, 2025. Details of the budgets can be viewed in appendix A.

ARTICLE NO. 2 – PRIOR YEAR INVOICES:

To see what sum the town will vote to transfer from available funds for the purpose of paying the prior year’s unpaid bills listed below.

	Vendor	Source	Line – Item	Amount
	ePlus	Meraki Switches		\$2,314.68
	KP Law	Legal Services		\$22,250.73
	Mass Municipal Association	Advertising		\$675.00
	Galaxy Integrated Technologies	Technical Services		\$3,975.00
	Powers & Sullivan	Audit Services		\$24,900.00
	Stamp Fulfillment Services	USPS Shipping		\$405.65
	Wells Fargo Financial Services	Copier Lease		\$556.40
	Peggy Sagan	Open Space Committee		\$394.43
	TOTAL:			\$55,471.89

Or to do or act on anything thereon.

(Requested by the Selectboard)

Four-Fifths Vote Required

Recommendations:

Selectboard:

Recommends:

Finance Committee:

Recommends:

SUMMARY: Invoices received after the close of the fiscal year for services rendered or goods received prior to July 1 are considered prior year bills, Per Chapter 44 Section 64, prior year bills to be paid from the town’s general operating fund may only be paid by a vote of town meeting.

ARTICLE NO. 3 – FY 2024 BUDGETARY TRANSFERS:

To see if the town will vote to transfer from available funds and or authorize the transfer from various line items within FY 2024 appropriations such sums of money necessary to supplement the operating budgets of the various town departments as follows:

	From (Decrease)	Line Item	To (Increase)	Line Item	Amount

Or to do or act on anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommends:

Finance Committee:

Recommends:

SUMMARY: This article seeks permission to transfer funding within FY 2024 operating budget ending June 30, 2024. We have shortfalls in various departmental budgets that will be remedied by transferring monies from those areas within the budget that have surpluses.

ARTICLE NO. 4 – FY 2025 CAPITAL BUDGET:

To see if the town will vote to raise and appropriate or transfer from available funds the sum of \$2,503,000. To fund the Fiscal Year 2025 Capital Budget for the purposes, and from the sources, as listed below:

Line	Function/Department	Amount	Funding Source
1	Administration & Finance Departments		
a	Town Hall Repair & Maintenance Program	\$100,000	Free Cash
b	IT Network Replacement Program	\$30,000	Tax Levy
c	IT PC & Component Replacement Program	\$40,000	Tax Levy
d	Maurice’s Campground Site Development	\$225,000	Tax Levy
e	Wastewater Planning, Permitting, Testing	\$250,000	Free Cash
2	Police & Dispatch Departments		
a	Police Station Repair & Maintenance Program	\$50,000	Free Cash
b	Police Department Fleet Replacement Program	\$132,000	Tax Levy
c	Police Department Equipment Replacement Program	\$28,000	Tax Levy
d	Dispatch Equipment Replacement Program	\$5,000	Tax Levy
3	Fire Department		
a	Fire Station Repair & Maintenance Program	\$50,000	Free Cash
b	Fire Department HVAC Upgrade	\$350,000	Free Cash
c	Ambulance 98 Replacement (additional)	\$33,500	Reappropriated Articles
d	Fire Department Fleet Replacement Program	\$33,000	Tax Levy
e	Medical/Rescue Equipment replacement Program	\$35,500	Ambulance Fund
f	Fire Suppression Equipment Replacement Program	\$29,000	Ambulance Fund
g	Radio/Communication Equipment Replacement Program	\$19,000	Ambulance Fund
h	Power Lift Stretchers for ambulances	\$80,000	Ambulance Fund
4	Public Works Department		
a	Public Works Facility Repair & Maintenance Program	\$50,000	Free Cash
b	Construct Equipment Shed – Transfer Station	\$60,000	Free Cash
c	Beach Restroom Planning	\$200,000	Free Cash
d	Public Works Equipment Fleet Replacement Program	\$150,000	Tax Levy
e	Replace 1979 Tractor	\$35,000	Free Cash
f	Public Works Equipment Replacement Program	\$35,000	Tax Levy
g	Transfer Station Equipment Replacement Program	\$22,000	Tax Levy

5	Shellfish Department		
a	Shellfish Department Fleet Replacement Program	\$32,000	Shellfish Fund
b	Equipment/Engine Replacement Program	\$25,000	Tax Levy
6	Council on Aging		
a	Senior center Repair & Maintenance Program	\$50,000	Free Cash
b	Council on Aging Fleet Replacement Program	\$9,000	Tax Levy
c	Equipment Replacement Program	\$3,500	Tax Levy
7	Beach Department		
a	Beach Department Fleet Replacement Program	\$11,500	Beach Fund
b	Beach Equipment Replacement Program	\$7,500	Beach Fund
8	Recreation Department		
a	Court Resurfacing Repair & Maintenance Program	\$25,000	Free Cash
b	Bakers Field Repair & Maintenance Program	\$10,000	Free Cash
c	Transportation Van	\$59,000	Free Cash
d	Recreation Equipment Replacement Program	\$9,000	Tax Levy
9	Library Department		
a	Library Repair & Maintenance Program	\$25,000	Free Cash
b	Furniture & Shelving Replacement Program	\$5,000	Tax Levy
10	School Department		
a	Elementary School Repair & Maintenance Program	\$75,000	Free Cash
b	Equipment/Furnishings Replacement Program	\$15,000	Tax Levy
11	Marina Enterprise Fund		
a	Boat Engine Replacement Program	\$22,000	Retained Earnings
b	Equipment/Trailer Replacement Program	\$3,500	Retained Earnings
12	Water Enterprise Fund		
a	Water Tank Maintenance	\$29,000	Retained Earnings
b	Treatment Facilities Maintenance & Upgrades	\$44,500	Retained Earnings
	Total Capital Budget Appropriations	\$2,503,000	

Summary of Funding Sources	
Free Cash	\$1,459,000
Ambulance Fund	\$163,500
Shellfish Fund	\$32,000
Beach Fund	\$19,000
Reappropriated Articles	\$33,500
Marina Enterprise Fund retained Earnings	\$25,500
Water Enterprise Fund Retained Earnings	\$73,500
Tax Levy	\$697,000
Total Funding	\$2,503,000

Or to do or act on anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommend: Yes -

Finance Committee:

SUMMARY: This article represents the town's proposed capital spending plan for FY 2025.

ARTICLE NO. 5 – FY 2025 MARINA ENTERPRISE FUND:

To see what sums of money the Town will vote to appropriate, raise, or transfer from available funds, for the Marina Enterprise Fund operating budget for the fiscal year 2025,

Budget Element	FY 2024	FY 2025
Amounts Appropriated:		
Salaries & Wages	\$259,125	\$284,003
Expenses	\$271,375	\$260,625
Debt Service	\$110,500	\$339,939
Total Appropriation	\$641,000	\$884,567
Funding Sources:		
Marina Revenue	\$641,000	\$731,265
Marina Enterprise Fund Retained Earnings		\$136,302
Other Available Funds	-	\$17,000
Total Funding Sources	\$641,000	\$884,567

Or to do or act on anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

Finance Committee:

SUMMARY: In accordance with Massachusetts General Laws receipts from Marina Department related activities are used to directly offset Marina related expenditures. Voting a spending amount for the Marina operations allows all receipts and related expenditures to be recorded in one fund. Details of the budget can be viewed in Appendix A.

ARTICLE NO. 6 – FY 2025 WATER ENTERPRISE FUND:

To see what sums of money the town will vote to appropriate, raise, or transfer from available funds, for the water enterprise fund operating budget for fiscal year 2025, or take any other action thereon:

Budget Element	FY 2024*	FY 2025
Amounts Appropriated		
Salaries & Wages	\$150,582	\$159,000
Expenses	\$228,125	\$233,278
Debt Service	\$205,566	\$106,212
Total Appropriations	\$584,273	\$498,490
Funding Sources:		
Water Revenue	\$179,000	\$200,000
General Fund Subsidy (Tax Levy)	\$405,273	\$298,490
Total Funding Sources	\$584,273	\$498,490

**FY 2024 includes the effect of the \$145,000 Proposition 2 1/2 override passed for Wastewater/Water Superintendent.*

Or to do or act on anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

Finance Committee:

SUMMARY: In accordance with Massachusetts General Laws receipts from Water Department related activities are used to directly offset water related expenditures. Voting a spending amount for the water operations allows all receipts and related expenditures to be recorded in one fund.

ARTICLE NO. 7 – AUTHORIZE LEASE PURCHASE OF AMBULANCE:

To see if the town will authorize, under General Laws Chapter 44, Section 21C, upon the recommendations of the Selectboard, a lease purchase financing agreement for the acquisition of an ambulance for the Fire Department for a term of up to the useful life of said equipment, and to fund the first year of aid lease, appropriate and transfer from the Ambulance Fund the sum of \$125,000,

Or to do or act on anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

Finance Committee:

SUMMARY: This article will authorize the lease payments per the ambulance replacement program (Ambulance 99 purchase/replacement) to be funded through the Ambulance receipts fund for the first year of a five-year lease/purchase agreement.

ARTICLE NO 8. – TRASFER TO STABILIZATION FUND:

To see if the town will vote to raise and appropriate and /or transfer from free Cash, and/or transfer from available funds, a sum of monies for the following purposes or take any action relative thereto.

Line	Item to Fund	Amount	Funding Source
1	Transfer to unrestricted Stabilization Fund	\$400,000	Free Cash
2	Transfer to Capital Stabilization Fund	\$1,000,000	Free Cash
3	Outer Cape Opioid Remediation Work Group	\$ TBD	Free Cash

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommends:

Finance Committee:

SUMMARY: The purpose of this article is to transfer from Free Cash into the Stabilization Fund.

SECTION II: ADDITIONAL FINANCIAL ARTICLES
--

ARTICLE NO. 9 – OUTER CAPE OPIOID REMEDIATION WORK GROUP:

To see if the town will vote to raise and appropriate and/or transfer from the opioid special purpose fund the sum of \$ _____, or any other sum for the purpose of contributing to the Outer Cape Opioid Remediation Work group (Outer Cape Wellness Collaborative) or to do or act on anything thereon.

(Requested by the Selectboard)

2/3rd Vote Required

Recommendations:

Selectboard:

Recommend:

Finance Committee:

SUMMARY: TO BE DETERMIED

ARTICLE NO. 10 – SENIOR WORK-OFF ABATEMENT PROGRAM:

To see if the town will vote to amend its prior acceptance of the G.L., Chapter 59, Section 5K, as accepted under Article 30 of the 2004 Annual Town Meeting, for the purpose of increasing the maximum real estate tax reduction allowed under the senior work-off abatement program up to \$2,000 in a given tax year, and further to authorize the Selectboard to amend its rules and regulations for this program to be consistent with this vote, or to take any action related thereto.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommends:

Finance Committee:

SUMMARY: On October 4, 2023, Governor Maura Healey signed into law H.4104, better known as the “Tax Relief” bill.

Three sections within this bill affect assessors:

- 1. Section 2: amends MGL Chapter 59, Section 5K by increasing the amount a person in a senior tax work-off program can earn each calendar year from \$1,500 to \$2,000.

“SECTION 2. Section 5K of chapter 59, of the General Laws, as so appearing, is hereby amended by striking out, in lines 14 and 39, the figure “\$1,500” and inserting in place thereof, in each instance, the following figure: - \$2,000.”

In 2004, the town meeting voted to explicitly allow a reduction in real estate taxes up to \$750, this article would allow for a higher reduction of \$2,000 as allowed in the Tax Relief bill.

ARTICLE NO. 11 – SHELLFISH REVOLVONG FUND:

To see if the Town will vote to amend its General Bylaws by amending Chapter 25 – Finances of the Town Code, by adding a new Article IV – Revolving Fund, as follows, or take any other action related thereto:

Article IV. Revolving Funds.

§25-25. Pursuant to G.L. c. 44, §53E ½, there are hereby established the following Revolving Funds for the departments listed below which shall be credited with the receipts collected in connection with the stated programs and activities and which shall be expended by the authorized Town board, department, or officer for the purposes of such programs and activities, subject to the spending limits listed below:

	Revolving Fund	Authority to Spend	Revenue Source	Use of Fund
1	Shellfish Propagation	Shellfish Constable with advice from the Shellfish Advisory Board and subject to	75% of receipts from issuance of Commercial and Recreational Shellfish and Eel Permits, Aquaculture	programs and activities for propagation, cultivation, protection, and study of shellfish, including all or part of municipal salaries and

		approval by Selectboard	License Fees and any other fees related to management, oversight and propagation of shellfish, including fees from the sale of ice to preserve said aquaculture	fringe benefits of propagation employees
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§25-26. Each board, department or officer authorized to spend money from a Revolving Fund shall provide a report of all receipts collected and expenditures made, including a description of the nature of the expenditures, to the Selectboard on an annual basis.

§25-27. All Revolving Funds are subject to the annual limitations on expenditure established by the Town Meeting.

.....

ARTICLE NO. 12 – SHELLFISH REVOLVING FUND SPENDING LIMIT
(Consent Calendar):

To see if the town will vote to establish a spending limit for FY 2025 of \$76,000.00 for the Shellfish Revolving Fund established pursuant to MGL Chapter 44, Section 53E1/2, or to do or act on anything thereto.

(Requested by Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommends:

Finance Committee:

SUMMARY: The purpose of this article is to establish the spending limit for the Shellfish Revolving Fund which was established for the propagation efforts. The Shellfish Department’s propagation efforts include the seeding of quahogs and oysters in all Wellfleet waterways which also contributes to improving water quality and natural oyster set in out harbor to benefit growers and spat collectors. This revolving fund takes the responsibility for funding the shellfish department’s budget line 180 out of the taxpayer’s pockets and puts it in the hands of those who make their living in the shellfish industry and those who harvest shellfish recreationally. The Shellfish Propagation Revolving Fund revenues will be derived from shellfish grant revenue and permit fees. The revolving fund expenditures may be used for the propagation, cultivation, protection, and study of shellfish only.

ARTICLE NO. 13 – ESTABLISH A SEWER ENTERPRISE FUND:

To see if the Town of Wellfleet will accept the provisions of Chapter 44, § 53F½ of the Massachusetts General Laws establishing a Sewer Enterprise Fund effective July 1, 2024, and to establish such accounts that may be necessary for the receipt and expenditure of funds or take any action in relation thereto.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommends:

Finance Committee:

Recommends:

SUMMARY:

SECTION 111: COMMUNITY PRESERVATION ARTICLES

ARTICLE NO. 14 – COMMUNITY PRESERVATION – ADMINISTRATIVE EXPENSES, DEBT SERVICE, AND ALLOCATION OF RESERVES:

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2025 Community Preservation budget and to appropriate from the Community Preservation Fund estimated annual revenues a sum of \$38,662 to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2025; and further to appropriate from Community Preservation Fund estimated affordable housing revenues a sum up to \$53,397 for Maurice’s debt service, a sum of \$23,927 to reserve for community housing; a sum of \$77,324 to reserve for open space; and further to reserve for future appropriation a sum of \$77,324 for historic resources as recommended by the Community Preservation Committee, as well as a sum of \$502,606 to be placed in the 2025 Budgeted Reserve for general Community Preservation Act purposes.

(Requested by the Community Preservation Committee)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

SUMMARY: This is the annual CPA housekeeping article. Out of a total projected revenue figure of \$773,240 for Fiscal Year 2025, \$38,662 is 5% of estimated revenue allowed for administrative expenses, as provided by the Community Preservation Act. Open Space’s 10%, and Historic Resources’ 10% are reserved respectively for open space, and historic preservation purposes. Community Housing’s 10% is divided between \$53,397 for debt service for the bond on Maurice’s Campground and a housing reserve of \$23,927. The balance of \$504,437 is reserved for approved CPA projects in any category including Outdoor Recreation.

ARTICLE NO. 15: COMMUNITY PRESERVATION – RETURN OF \$200,000 IN EMERGENCY HOUSING ASSISTANCE FUNDS FROM A GRANT OF \$270,000 VOTED AT TOWN MEETING SEPTEMBER 12, 2020:

To see if the Town will vote, pursuant to MGL c.44B, to accept the return of a sum of \$200,000 to the Community Preservation Undesignated Fund Balance from the Emergency Housing Assistance Fund Grant of \$370,000 to the Wellfleet Housing Authority originally voted at Town Meeting September 12, 2020, for the purpose of adjusting Community Preservation Act accounting, or do or act anything thereon.

(Requested by the Wellfleet Housing Authority)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Wellfleet Housing Authority:

SUMMARY: At the September Town Meeting of 2020, the Town voted to award \$370,000 to the Emergency Housing Assistance and Continued Rental Assistance Program to help neighbors remain in their homes and continue the ongoing Rental Assistance Program for qualified renters during the COVID pandemic. Such relief was provided using Federal and State funds, so local resources were not needed. The Housing Authority would like to request that \$200,000 from this grant be returned to the CPA Undesignated Fund Balance for use on future projects.

ARTICLE NO. 16 – COMMUNITY PRESERVATION – AFFORDABLE HOUSING TRUST:

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Fiscal Year 2025 Projected Surcharge revenues a sum of \$125,063 and from the Undesignated Fund Balance a sum of \$624,937 for a total sum of \$750,000 to the Wellfleet Affordable Housing Trust, and thereby support the development of affordable housing, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon

(Requested by the Wellfleet Affordable Housing Trust)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Wellfleet Housing Authority:

Wellfleet Affordable Housing Trust: Yes – 5, No – 0

Housing Partnership:

SUMMARY: The Community Preservation Act allows communities to allocate funds to their Affordable Housing Trust. This offers the Wellfleet Affordable Housing Committee a way to respond in a timely manner to appropriate market opportunities for land acquisition, building purchase, essential maintenance needs and other allowed community housing activities.

**ARTICLE NO. 17 – COMMUNITY PRESERVATION – HABITAT FOR HUMANITY
OLD KINGS HIGHWAY:**

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Fiscal Year 2025 Projected Surcharge revenues the sum of \$151,073 and the sum of \$23,927 from the reserves for community housing for a total of \$175,000 for the purpose of supporting Habitat for Humanity’s building four low and moderate income-eligible, first-time homebuyer houses on Old King’s Highway within the Town of Wellfleet, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

((Requested by Cape Cod Habitat for Humanity)

Recommendations:

Board of Selectmen:

Finance Committee:

Community Preservation Committee:

Housing Authority:

Local Housing Partnership: Yes – 5, No - 0

Wellfleet Affordable Housing Trust:

SUMMARY: The Habitat for Humanity development on Old King’s Highway was approved at Town Meeting on April 26, 2016. Due to years of litigation, inflation, and other circumstances, the delay in the building of these homes has resulted in a significant increase in building costs. This grant will provide Habitat with \$175,000 to defray unforeseen costs and provide four low to moderate income eligible families with the opportunity to purchase community housing.

**ARTICLE NO. 18 – COMMUNITY PRESERVATION – LOWER CAPE HOUSING
INSTITUTE:**

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Fiscal Year 2025 Projected Surcharge revenues the sum of \$7,500 to contribute to the cost of, and thereby support, for the continuance of the Community Development Partnership sponsored Lower Cape Housing Institute in Fiscal Year 2025, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

(Requested by the Community Development Partnership)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Housing Authority:

Local Housing Partnership: Yes – 5, No-0

Wellfleet Affordable Housing Trust:

SUMMARY: The Community Development Partnership (CDP) is offering the Lower Cape Housing Institute for an eighth year. The CDP seeks contributions from the eight participating towns towards the costs of continued education and technical assistance to develop better understanding of community housing needs and to support the town in meeting its housing production goals. Sessions are available at no additional cost to

Town officials and other interested parties. CDP expects to continue large audience virtual sessions on particular topics and hold in-person peer group meetings.

ARTICLE NO. 19 – COMMUNITY PRESERVATION – SPRING ROCK VILLIAGE AFFORDABLE HOUSING:

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Fiscal Year 2025 Projected Surcharge revenues the sum of \$20,000 to contribute to the cost of, and thereby support community housing, in the construction of a 45 unit rental complex for affordable and workforce housing being developed by Preservation of Affordable Housing (POAH) and Housing Assistance Corporation (HAC) in Brewster, Massachusetts, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

(Requested by the Community Preservation Committee)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Housing Authority:

Local Housing Partnership: Yes – 5, No- 0

Wellfleet Affordable Housing Trust:

SUMMARY: It has been a tradition since the CPC began for neighboring communities to support one another in community housing efforts. Wellfleet has received significant funding for our housing projects over the years including from Brewster, and so it is our determination to reciprocate for this building project in Brewster, which will provide housing for working class families who are income eligible, a portion of the units will have a regional preference, including for the citizens of Wellfleet.

ARTICLE NO. 20 – COMMUNITY PRESERVATION – 360 BLUE HERON ROAD CONSERVATION PROJECT:

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from Community Preservation Fund Open Space Budgeted Reserve revenues a sum of \$25,000 for the purpose of removing a dilapidated structure on Map 42, Parcel 127 at 360 Blue Heron Road by the Open Space Committee so that the property can be placed in Conservation, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

(Requested by the Open Space Committee)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Conservation Commission:

Open Space Committee:

SUMMARY: Four parcels of land were donated to the Town and accepted by the Select Board to be placed into Conservation land. The parcel related to this grant cannot be accepted into Conservation until the structure on it is removed. The property is located on a sensitive lowland marsh area, which will be improved by the removal of the dilapidated structure and will be a benefit to the Town as a preserved, pristine wetland. This land will be cared for and maintained by the Conservation Commission once it is taken into custody.

ARTICLE NO. 21 – COMMUNITY PRESERVATION – ESTABLISHMENT OF LAND CONSERVATION FUND:

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Open Space Budgeted Reserve revenues a sum of \$150,000 to establish the Wellfleet Land Conservation Fund for conservation purposes including the purchase of open space, conservation maintenance and creating trails as described and authorized in the Conservation Commission Act of 1957 (G.L. Ch 40 8C) with the Town Treasurer, as custodian of the Fund, depositing or investing the proceeds as set out in the Act, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

(Requested by the Conservation Commission)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Conservation Commission:

Open Space Committee:

SUMMARY: By State Law, Conservation Commissions are permitted to keep a fund for the purpose of purchasing, maintaining, and improving land placed into the custody of the Conservation Commission (“The Commission”). The Commission is responsible for the care, custody, and control of Conservation properties. The Conservation Commission voted on January 17, 2024, to inform the Select Board that the Conservation Commission has voted to establish a Wellfleet Land Conservation Fund, and to endorse an application to the CPC for a grant of \$150,000 to be transferred into this Wellfleet Land Conservation Fund. This process was reviewed by Town Counsel and approved. Providing a grant to this Fund will allow the Commission to do the work that it was founded to do.

ARTICLE NO. 22 – COMMUNITY PRESERVATION – HISTORICAL COMMISSION:

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Historical Budgeted Reserve revenues the sum of \$15,000 to continue completion of the Form B inventories of historic properties in Wellfleet and to offer a second workshop on historic preservation, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

(Requested by The Wellfleet Historical Commission)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Historical Commission:

SUMMARY: The Historical Commission’s goal is to create a comprehensive historical plan which will include an inventory and street-view assessment of all buildings and structures over 75 years old. The Historical Commission’s consultant will be able to continue compiling “Form B” inventories — fact sheets on historic properties in Wellfleet — which are stored at the Wellfleet Public Library and are available online at the Massachusetts Historical Commission's website: www.mhc-macris.org (Massachusetts Cultural Resource Information System).

ARTICLE NO. 23 – COMMUNITY PRESERVATION – BRUER HOUSE:

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Historical Budgeted Reserve revenues the sum of \$200,000 for a grant to the Cape Cod Modern House Trust for the renovation and preservation of the historic Marcel Breuer House, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon.

(Requested by the Cape Cod Modern House Trust)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Historical Commission:

SUMMARY: The proposed grant to provide funding toward the restoration of the Breuer House is contingent upon the purchase of the house and property by the Cape Cod Modern House Trust (CCMHT). The CCMHT has already raised a substantial portion of the \$2,000,000 necessary for the purchase of the property. The CCMHT has already been engaging the community at the Breuer House by offering tours, providing internships for Nauset High School architectural students, holding open houses, and creating educational opportunities for Wellfleet residents and visitors. This house is a most important modern house, as the owner and architect is widely renowned, and because all of the original contents of the house—furniture, textiles, books, historical photographs—have been preserved and will be included in the purchase of the house. When renovated, the house will continue to be a source of education, inspiration, and community engagement. It will also bring, as it has already, a significant cultural tourism to Wellfleet. The CCMHT has developed a self-sustaining business model in the use of this house which will alleviate the necessity to be in a constant state of fundraising. Additionally, the National Seashore Park is pursuing the purchase of a Conservation Restriction on the 4.2 acres, assuring that the property will never be developed beyond what already exists. This is a sensitive area which fronts three ponds, a Herring River resource, and Patience Brook.

ARTICLE NO. 24 – COMMUNITY PRESERVATION – AIM THRIFT SHOP:

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Historical Budgeted Reserve revenues the sum of \$15,000 for the renovation and preservation of the historic building that houses AIM at 305 Main Street in Wellfleet, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof or do or act anything thereon.

(Requested by Volunteers for AIM Thrift Shop)

Recommendations:

Selectboard: Recommends

Finance Committee: Recommends

Community Preservation Committee: Recommends

Historical Commission: Recommends

SUMMARY: AIM Thrift Shop is a community partner located in the Central Historic District of Town and operates within an historic building. The Shop has made many improvements on the structure, but many more are necessary. This project would allow AIM to replace its shingles with historically accurate shingles, which will protect the building and keep an element of its historical nature in place.

ARTICLE NO. 25 – COMMUNITY PRESERVATION – HENRY GRAY HOUSE:

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Community Preservation Fund Historical Budgeted Reserve revenues the sum of \$17,241 and from the Projected Surcharge revenues a sum of \$32,759 for a total sum of \$50,000 to renovate and preserve, including de-leading, of the historic Henry Gray House that houses the Barnstable County AmeriCorps Cape Cod for Wellfleet and other Cape Towns and, to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof, or do or act anything thereon (Requested by AmeriCorps Cape Cod Volunteers)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Historical Commission:

SUMMARY: The historic Henry Gray House, which is owned by the National Seashore and rented by Barnstable County AmeriCorps Cape Cod for the purpose of housing, is in need of repairs in keeping with its historic nature. The house is currently covered in lead paint, which is flaking and has become airborne. The dangers of breathing in lead paint can have adverse health effects on people of all ages. This project will partially fund the removal of the lead paint only. Barnstable County AmeriCorps Cape Cod has been a community partner and serves the Town in many capacities. Providing restoration of the historical aspects of this house will have the added benefit of preserving the safety of young people who serve Wellfleet.

ARTICLE NO. 26 – COMMUNITY PRESERVATION – HISTORICAL SOCIETY AND MUSEUM:

To see if the Town will vote, pursuant to MGL c.44B, to appropriate from the Projected Surcharge revenues a sum of \$100,000 to continue the renovation and preservation of the Wellfleet Historical Society Museum located at 262 Main Street, and to authorize the Selectboard to enter into a grant agreement to set forth the terms and conditions thereof or do or act anything thereon.

(Requested by The Wellfleet Historical Society and Museum)

Recommendations:

Selectboard:

Finance Committee:

Community Preservation Committee:

Historical Commission:

SUMMARY: This project will provide funding for the restoration of the original historic building, complete the addition, add features including efforts to make the Museum American Disabilities Act (ADA) compliant, and to install landscaping which will provide a venue for Museum programs. The goal of this project is, “to serve the entire community and visitors in a fully accessible, safe, and energy efficient building” that will enable the Museum staff to fulfill their mission.

SECTION IV: UNCLASSIFIED ARTICLES

ARTICLE NO. 27 – TO CONVEY A LICENSE AT OLD CHEQUESSETT NECK ROAD TO THE UNITED STATES OF AMERICA FOR ACCESS TO CONSTRUCT AND MAINTAIN A HERRING RIVER RESTORATION PROJECT WATER CONTROL STRUCTURE:

To see if the town will authorize the Selectboard to convey a license, or a series of licenses, of indefinite term, but at least 99 years, to the United States of America (Cape Cod National Seashore) for the purpose of installing, constructing, operating, maintaining and repairing an access road, for vehicular and pedestrian traffic, from the travelled portion of Old Chequessett Neck Road to property of the United States of America, on a portion of Old Chequessett Neck Road and on property of Wellfleet Conservation Trust, all as shown on a plan entitled “Easement License Plan Herring River Restoration Project Mill Creek Water Control Structure access Road Wellfleet, MA.” Dated October 2, 2023, prepared by Outermost Land Survey, Inc., a copy of which is on file with the Town Clerk, as said a plan may be amended, on such terms and conditions as the Selectboard deems to be in the best interests of the town, and to execute any and all documents and instruments necessary or convenient to carry out the purposes of this article, or to do anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommends:

SUMMARY: The Town of Wellfleet and the Cape Cod National Seashore are undertaking the Herring River Restoration project to restore tidal flow and revive the extensive ecological and economic benefits provided by a healthy estuary. In connection with the project, the National Seashore intends to construct and operate a water control structure on its land near or adjacent to 575 Old Chequessett Neck Road. To access that water control structure, an easement right was needed over a portion of 575 Old Chequessett Neck Road and the town has secured such easement from the Conservation trust. This article would authorize the town to provide a license to the National Seashore for access over the easement to construct and maintain the roadway and the Mill Creek Control Structure.

ARTICLE NO. 28 – STRETCH ENERGY CODE – CORRECTION:

Town counsel will prepare this article.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommends:

SECTION V: CHARTER, BYLAWS, INITIATIVE PETITIONS

ARTICLE NO. 29 - To Convey a License at Old Chequessett Neck Road to the United States of America for Access to Construct and Maintain a Herring River Restoration Project Water Control Structure

To see if the Town will authorize the Selectboard to convey a license, or a series of licenses, of indefinite term, but at least 99 years, to the United States of America (Cape Cod National Seashore) for the purpose of installing, constructing, operating, maintaining and repairing an access road, for vehicular and pedestrian traffic, from the travelled portion of Old Chequessett Neck Road to property of the United States of America, on a portion of Old Chequessett Neck Road and on property of Wellfleet Conservation Trust, all as shown on a plan entitled "Easement License Plan Herring River Restoration Project Mill Creek Water Control Structure Access Road Wellfleet, MA," dated October 2, 2023, prepared by Outermost Land Survey, Inc., a copy of which is on file with the Town Clerk, as said plan may be amended, on such terms and conditions as the Selectboard deems to be in the best interests of the Town, and to execute any and all documents and instruments necessary or convenient to carry out the purposes of this article, or to do or act on anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommends:

SUMMARY: Article III, Section 7 of the Wellfleet General Bylaws requires that any license having a duration of longer than five (5) years must be authorized by Town Meeting. This Article would enable the Selectboard to grant a license to the United States of America (Cape Cod National Seashore) for an indefinite term, but at least 99 years, upon an untraveled portion of Old Chequessett Neck Road and land owned by the Wellfleet Conservation Trust, over which the Town has an easement, for the purpose of accessing the Mill Creek Water Control Structure, located on National Seashore property. This Article is in furtherance of the Herring River Restoration project.

ARTICLE NO. 30 – WASTEWATER COMMISSIONERS / REGULATIONS / ETC.:

Town Counsel will right this article

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

SUMMARY:

ARTICLE NO. 31 – PETITIONED ARTICLE – TOWN OF WELLFLEET

SCHOLARSHIP PROGRAM:

To see if the town will vote to adopt the following resolution:

WHEREAS, to address the very high cost of college and t fact that many Wellfleet families have a very difficult time paying for a 4-year degree program for their children.

WHEREAS we find this an inequity that should be addressed.

NOW THEREFORE, the town meeting votes to establish a Town of Wellfleet Scholarship Program with the following requirement:

1. To be eligible a student must be a Nauset High School graduate whose parent(s) line in Wellfleet:
2. Applicants must demonstrate a financial need by submitting a competed FASFA form and proved data for all 529 plans that the applicant is eligible for:
3. Applicants must be either applying to or enrolled in a 4-year bachelor’s degree program:
4. Applicants may renew their scholarship annually if they maintain good grades:
5. Applicants must be attending an accredited, not-for-profit college:
6. All scholarship payments will be made directly to the colleges:
7. The scholarship program will be administered by the Cap Cod Foundation and the Cape Cod Association, which last year provided more than \$54,000 in scholarships to eight (8) Wellfleet families, and more than \$1 million in scholarships to Cape Cod families.

And to raise and appropriate \$100,000 for this scholarship program or take any other action related thereto.

(Citizen’s Petition)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

Finance Committee:

SUMMARY: TO BE DETERMINED

**ARTICLE NO. 32 – PETITIONED ARTILCE – IN SUPPORT OF ENDURING
CEASEFIRE IN GAZA:**

WHEREAS, The Town of Wellfleet recognizes that all human life is precious, regardless of race, religion, or nationality; and

WHEREAS The Town of Wellfleet advocates for the safety, dignity, freedom, and equality of all people, regardless of religion, race, or nationality; and

WHEREAS, Since the horrific Hamas attacks of October 7, 2023, in which over 1,200 Israelis were killed and more than 240 taken hostage, Israel's war on Gaza has killed over 29,000 Palestinians, including over 13,000 children, and wounded nearly 70,000; and

WHEREAS, the ongoing military campaign and blockade of Gaza has caused a catastrophic humanitarian crisis, including the displacement of approximately 1.9 million people (85% of Gaza's population) and the near total destruction of the healthcare system and civilian infrastructure, with the World Health Organization reporting that all Gazan hospitals have been destroyed or seriously damaged, and nearly 2.2 million people at "imminent risk of famine," according to the United Nations; and

WHEREAS, On January 26, 2024, the International Court of Justice (ICJ) issued a preliminary ruling finding that Palestinians of Gaza are a protected group under the genocide law and ordered Israel to prevent genocidal acts, including the killing of members of the group, and to take immediate and effective measures to enable the provision of urgently needed basic services and humanitarian assistance; and

WHEREAS International organizations such as Amnesty International, the United Nations, the World Health Organization, the US Agency for International Development (USAID), the International Rescue Committee, and many others, have made a call for a ceasefire in order to prevent the further loss of life of civilians and to be in accordance with international humanitarian law; and

WHEREAS, Members of the Wellfleet community, including Muslims, Arabs, Jews, and others, are experiencing trauma, grief, shock and fear, compounded by increased incidents of Islamophobia, antisemitism, and anti-Palestinian racism, both nationally and locally; **NOW, THEREFORE, BE IT**

RESOLVED, That the Town of Wellfleet supports an enduring ceasefire, the unrestricted entry of life-saving humanitarian aid in Gaza, the restoration of food, water, electricity, and medical supplies to Gaza; and the release of all hostages, detainees, and political prisoners on all sides; **AND BE IT FURTHER**

RESOLVED, That the Town of Wellfleet condemns antisemitic, anti-Palestinian, anti-Arab, Islamophobic, and all 'xenophobic rhetoric and attacks, **AND BE IT FURTHER**

RESOLVED: That the Town of Wellfleet urges the Biden Administration, Senate, and Congress, to uphold the United States' obligations under the Genocide Convention and international law and work towards an enduring ceasefire, the restoration of humanitarian aid, and the release of all hostages, detainees, and political prisoners; **AND BE IT FURTHER**

RESOLVED, that a copy of this resolution be sent to each member of our federal delegation and to President Biden, urging them to use their position to enact a sustained ceasefire.

(Citizens Petition)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

SUMMARY: TO BE DETERMINED

ARTICLE NO. 33 – PETITIONED ARTICLE – MEDICARE FOR ALL IN MASSACHUSETTS LAW:

Whereas: The U.S. remains one of the few developed countries in the world that does not provide universal publicly funded health care; and

Whereas Massachusetts has been a leader in providing coverage for quality health care for its people; and

Whereas there is a proposed alternative means of providing health care for all that also provides expanded coverage, without co-pays and deductibles, and includes medical, dental, vision, hearing, mental, preventative, and long-term care. This comprehensive system is referred to as Medicare for All -- a single-payer system; and

Whereas the Town of Wellfleet now spends nearly 13% percent of its payroll on employee and retiree health insurance, and payroll represents nearly half our total annual budget. Under the proposed Medicare for All in Massachusetts legislation, insurance would be only 8% of payroll, representing a savings of over half a million dollars. In addition, employees would save an average, per person, of close to \$1,500 each year; and

Whereas: Wellfleet, like nearly every Cape Cod town, faces a shortage of affordable housing and lacks the adequate funding to fully address this need; and

Whereas: In Wellfleet, the decline in water quality in the Bay, Harbor, and groundwater and the

lack of water treatment systems in the most densely populated areas threatens our aquatic environment, our ability to have a thriving downtown area, and our ability to build more affordable housing. These needs carry future costs that are likely to be very substantial, and for which financial resources will be limited; and

Whereas: The costs of health care insurance and out-of-pocket co-pays and deductibles are a growing burden to most residents, and rising pharmaceutical costs force many to ration medications or forgo prescriptions altogether; and

Whereas: Access to Primary Care medical services and mental health care has become increasingly challenging for all, with long wait times for appointments, and resulting in adverse health consequences - expressed as "Care delayed is care denied." A single-payer system in this state would be a strong incentive for primary care physicians and other providers to choose Massachusetts to work because of the great reduction in insurance-related bureaucracy.

Now Therefore:

Based on the substantial monetary savings under the proposed legislation, which savings could well be applied to affordable housing, investment in sewer and water treatment systems, and other pressing needs, and based on the objective of guaranteeing access for all to essential medical and mental health services.

Through the voice of our town legislature, Town Meeting, the people of Wellfleet endorse the House and Senate "Medicare for All in Massachusetts" bill (H.1239 and S.744)

The Town will officially communicate its endorsement of this legislation to our State Representative, State Senator and the Governor of the Commonwealth.

(Citizens Petition)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

SUMMARY: Based on the substantial monetary savings under the proposed legislation, which savings could well be applied to affordable housing, investment in sewer and water treatment systems, and other pressing needs, and based on the objective of guaranteeing access for all to essential medical and mental health services.

Through the voice of our town legislature, Town Meeting, the people of Wellfleet endorse the House and Senate "Medicare for All in Massachusetts" bill (H.1239 and S.744)

The Town will officially communicate its endorsement of this legislation to our State Representative, State Senator and the Governor of the Commonwealth.

ARTICLE NO. 34 – HOME RULE PETITION – PESTICIDE REDUCTION

To see if the town will vote to authorize and direct the Selectboard to petition for the Great and General Court of the Commonwealth of Massachusetts for special legislation, authorizing the town to adopt a pesticide reduction bylaw (the bylaw), the text which is set forth below, and to authorize the General Court, with the approval of the Selectboard, to make changes of form to the text thereto as may be necessary or advisable in order to accomplish the intent and public purpose of this legislation in order to secure passage; and vote to adopt the bylaw as follows:

CHAPTER PESTICIDE REDUCTION BYLAW

§1. Purpose.

The purpose of this bylaw is to reduce toxic pesticide use in and on public and private property in the Town of Wellfleet in order to promote a healthy environment and to protect the public from the hazards of pesticides, and for implementation of sustainable land and building management practices on all public and private property.

§2. Findings.

A. Scientific studies associate exposure to pesticides with asthma, cancer, developmental and learning disabilities, nerve and immune system damage, liver or kidney damage, reproductive impairment, birth defects, and disruption of the endocrine system.

B. Infants, children, pregnant women, the elderly, and people with compromised immune systems and chemical sensitivities are especially vulnerable to pesticide effects and exposure.

C. Pesticides are harmful to pets and wildlife, including threatened and endangered species, soil microbiology, plants, and natural ecosystems.

D. Toxic runoff from chemical fertilizers and pesticides pollutes streams, lakes, estuaries, and drinking water sources.

E. The use of pesticides is not necessary to create and maintain green lawns and landscapes given the availability of viable alternatives practices and products.

F. People have a right not to be involuntarily exposed to pesticides in the air, water or soil that inevitably result from chemical drift and contaminated runoff.

G. Sustainable land and building management practices that emphasize non-chemical methods of pest prevention and management, and least-toxic pesticide use as a last resort, will eliminate the use of and exposure to pesticides while controlling pest populations.

H. Sustainable land and building management practices complement other important goals of Wellfleet's' maintenance and administration, such as energy conservation and security.

I. Wellfleet embraces a precautionary approach to the use of pesticides in order to adequately protect people and the environment from the harmful effects of pesticides.

J. Application of chemicals simply for aesthetic/cosmetic purposes has harmful consequences for our ecosystem, children and pets. Pollinators are directly harmed by applications particularly the indiscriminate (and long-term ineffective) spraying of pesticides.

§3. Authority.

This bylaw is adopted under authority granted by the home Rule amendment to the Massachusetts Constitution and the provisions of any Special Legislation passed by the Legislature.

§4. Definitions.

For the purposes of this bylaw, the following definitions shall apply:

Allowed Materials List - The list of acceptable pesticides is limited to the following:

1) All non-synthetic (natural) materials, with the exception of prohibited non-synthetic materials under 7 CFR 205.602.

2) Any synthetic material listed at 7 CFR 205.601 that is labeled for turf uses, subject to discretionary authority to require disclosure of inert ingredients; and

3) 25b listed pesticides under the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA).

Inert ingredient - Any substance (or group of substances with similar chemical structures if designated by the Environmental Protection Agency) (EPA) other than an active ingredient that is intentionally included in any pesticide product (40 CFR 152.3(m)) [7 CFR 205.2 Terms defined.], and are not classified by the EPA Administrator as inserts of toxicological concern. [7 U.S.C. 6502(21) Definitions]

Non-synthetic (natural) materials - A substance that is derived from mineral, plant, or animal matter and does not undergo a synthetic process as defined in section 6502(21) of the Organic Foods Production Act. For the purposes of this part, 'non-synthetic' is used as a synonym for natural as the term is used in the regulations. [7 CFR 205.2 Terms defined.]

Pesticide - Any substance or mixture of substances intended for: (i) preventing, destroying, repelling, or mitigating any pest; (ii) use as a plant regulator, defoliant, or desiccant; or (iii) use as a spray adjuvant such as a wetting agent or adhesive. The term 'pesticide' includes insecticides, herbicides, fungicides, and rodenticides, but does not include cleaning products other than those that contain pesticidal agents.

Synthetic materials - A substance that is formulated or manufactured by a chemical process or by a process that chemically changes a substance extracted from naturally occurring plant, animal, or mineral sources, except that such term shall not apply to substances created by naturally occurring biological processes. [7 U.S.C. 6502(21) Definitions]

§5. Prohibitions.

The application of any Pesticide that is not on the Allowed Material List is prohibited, except as permitted in this bylaw.

§6. Exceptions.

A. The application of the following Pesticides is allowed:

1. Indoor pest sprays and insect baits (excluding rodent baits)
2. Insect repellants for personal and household use
3. Pet: Flea and tick sprays, powders, and pet collars
4. Kitchen, laundry, and bath disinfectants and sanitizer
5. Products labeled primarily to kill mold and mildew
6. Usage for commercial farming and nurseries.

B. Pesticides for the treatment of invasive plants for ecological restoration (see Massachusetts Invasive Plant Advisory Group current lists of Invasive, Likely Invasive, and Potentially Invasive

<https://www.massnrc.org/mipag/> may be used upon the grant of a waiver by the Town Manager or authorized designee.

C. If an emergency public health situation warrants the use of Pesticides, which would otherwise not be permitted under this bylaw, the Town Manager or authorized designee shall have the authority to grant a temporary waiver on a case-by-case basis after an evaluation of all alternative methods and materials.

§7. Enforcement.

The enforcement authority shall be the Town Administrator, or any town officials as designated by the Select Board to oversee and enforce the provisions of this bylaw.

§8. Penalties.

Any person who violates any provision of this bylaw shall be punished by a fine of one hundred dollars (\$100.00) for the first offense and three hundred dollars (\$300.00) for each offense thereafter. Each day or portion thereof during which a violation continues shall constitute a separate offense and a violation of each provision of the bylaw shall constitute a separate offense.

If the offender is a commercial applicator, the right to do business in Wellfleet may be revoked.

§9. Severability.

The provisions of this bylaw are hereby declared to be severable. If any provision, paragraph, sentence, or clause of this bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this bylaw.

Provided, that this bylaw is subject to the Town obtaining special legislation from the Great and the General Court of the Commonwealth of Massachusetts authorizing the Pesticide Reduction Bylaw as aforesaid; or to take any other action relative thereto.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

SUMMARY: The article authorizes the Select Board to file special legislation authorizing the adoption of the proposed bylaw as the application of pesticides in Wellfleet is currently primarily regulated by state and federal law. This article also proposes the adoption of a bylaw that seeks to reduce toxic pesticide use in and on public and private property in order to promote a healthy environment and to protect the public from the hazards of pesticide use. It does not prohibit businesses from selling products containing pesticides to anyone.

ARTICLE NO. 35 – HOME RULE PETITION – AUTHORIZE TOWN OF WELLFLEET TO ESTABLISH A REAL ESTATE TRANSFER FEE:

To see if the Town will vote to authorize the Selectboard to petition the General Court to enact a special act of the Town of Wellfleet, the text of which is set forth below, and that the General Court be authorized to make clerical or editorial changes of form only to the bill so submitted, unless the Selectboard approves amendments to the bill before enactment by the General Court; and further that the Selectboard is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF WELLFLEET TO ESTABLISH A REAL ESTATE TRANSFER FEE

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by the authority of the same as follows:

SECTION 1. For purposes of this act, the words and phrases set forth in this section shall have the following meanings:

"Purchaser" shall refer to the transferee, grantee, or recipient of any real property interest.

"Purchase price", all consideration paid or transferred by or on behalf of a purchaser to a seller or his nominee, or for his benefit, for the transfer of any real property interest, and shall include, but not be limited to, all cash or its equivalent so paid or transferred; all cash or other property paid or transferred by or on behalf of the purchaser to discharge or reduce any obligation of the seller; the principal amount of all notes or their equivalent, or other deferred payments, given or promised to be given by or on behalf of the purchaser to the seller or his nominee; the outstanding balance of all obligations of the seller which are assumed by the purchaser or to which the real property interest transferred remains subject after the transfer, determined at the time of transfer, but excluding real estate taxes and other municipal liens or assessments which are not overdue at the time of transfer; the fair market value, at the time of transfer, of any other consideration or thing of value paid or transferred by or on behalf of the purchaser, including, but not limited to, any property, goods or services paid, transferred or rendered in exchange for such real property interest.

"Real property interest", shall refer to any present or future legal or equitable interest in or to real property, and any beneficial interest therein, including the interest of any beneficiary in a trust which holds any legal or equitable interest in real property, the interest of a partner or member in a partnership or limited liability company, the interest of a stockholder in a corporation, the interest of a holder of an option to purchase real property, the interest of a buyer or seller under a contract for purchase and sale of real property, and the transferable development rights created under chapter 183A of the General Laws; but shall not include any interest which is limited to any of the following: the dominant estate in any easement or right of way; the right to enforce any restriction; any estate at will or at sufferance; any estate for years having a term of less than 30 years; any reversionary right, condition, or right of entry

for condition broken; and the interest of a mortgagee or other secured party in any mortgage or security agreement.

"Seller" shall refer to the transferor, grantor or immediate former owner of any real property interest.

"Seasonal" shall be defined as a period commencing April 1 of each calendar year and termination November 30 of the same calendar year.

"Time of transfer" of any real property interest shall mean the time at which such transfer is legally effective as between the parties thereto, and, in any event, with respect to a transfer evidenced by an instrument recorded with the appropriate registry of deeds or filed with the assistant recorder of the appropriate registry district, not later than the time of such recording or filing.

"Town" shall refer to the Town of Wellfleet acting by and through its Selectboard.

SECTION 2. There is hereby imposed a Real Estate Transfer Fee equal to (A.) fee in the amount of one (1) percent of said purchase price shall be due and payable by the seller; and (B.) a fee in the amount of one (1) percent of said purchase price shall be due and payable by the purchaser upon the transfer of any real property interest in any real property situated in the Town of Wellfleet. Said fee shall be the liability of the buyer and seller of such property interest, and any agreement between the purchaser and the seller or any other person with reference to the allocation of the responsibility for bearing said fee shall not affect such liability of the purchaser. The fee shall be paid to the Town of Wellfleet. The first \$50,000 collected in each fiscal year shall be deposited in the Town's Capital Improvement Stabilization Fund. The remaining funds collected each fiscal year shall be deposited into the Wellfleet Affordable Housing Trust.

SECTION 3. The following transfers of real property interests shall be exempt from the Real Estate Transfer Fee:

- A. First-time homebuyers who live in the home for at least five (5) years. A lien shall accompany the deed stating that "There is running with the land a lien equal to the amount of fee exempted, plus accumulated interest and penalties until such time as all conditions of this sub-section are met."
- B. Transfers to the Government of the U.S., The Commonwealth, the Town of Wellfleet and any of their instrumentality's agencies or sub-divisions, such as the Wellfleet Housing Authority and The Wellfleet Housing Trust.
- C. Transfers made without additional consideration to confirm, correct, modify or supplement a transfer previously made.
- D. Transfers of convenience with consideration under \$100.00 which include: name change, into trusts, out of trust, etc.
- E. Transfers to any charitable organization as defined in Clause Third of Section Five of Chapter 59 of the General Laws or any religious organization providing that the real property interests so transferred will be held solely for public charitable or religious purposes.
- F. Transfers between immediate family members, marriage partners, parents and children, grandchildren, stepparents and stepchildren, brothers and sisters, or beneficiaries of an estate.
- G. 120% of the previous fiscal year's median single-family home assessed value as assessed by the Wellfleet Town Assessor. This exemption shall not apply to properties occupiable on a seasonal basis only. This exemption shall not apply to properties with a sale price above \$2,000,000.

SECTION 4.

- A. The fee imposed shall be due at the time of the transfer of real property interest.
- B. The buyer shall pay interest on any unpaid amount of the fee at the rate the Town collects on unpaid Real Estate Taxes.

C. The Town shall notify a buyer by Registered or Certified Mail of any failure to discharge the amount in full of fee due.

E. The fee shall be paid to the Wellfleet, or its designee, and shall be accompanied by a copy of the deed or other instrument evidencing such transfer, if any, and an affidavit signed under oath or under the pains and penalties of perjury by the purchaser or his legal representative and the seller or his legal representative, attesting to the true and complete purchase price and the basis, if any, upon which the transfer is claimed to be exempt in whole or in part from the fee imposed hereby. The Town, or its designee, shall promptly thereafter execute and issue a certificate indicating that the appropriate fee has been paid or that the transfer is exempt from the fee, stating the basis for the exemption. The register of deeds for Barnstable County, and the assistant recorder for the registry district of Barnstable County, shall neither record nor register, or receive or accept for recording or registration, any deed, except a mortgage deed, to which has not been affixed such a certificate executed by the Town or its designee. The Town is authorized to provide for the collection and secure a lien of any outstanding transfer fee. The Town shall have such remedies to collect said amount as provided by law with respect to the collection of real property taxes. Failure to comply with this requirement shall not affect the validity of any instrument.

SECTION 5. Annual Report. The Town shall prepare and issue an annual report that (i) identifies fee receipts by payer category and unit type; and (ii) quantifies housing programs funded, including type and purpose.

SECTION 6. Severance Clause. The determination or declaration that any provision of this act is beyond the authority of the General Court or is preempted by law or regulation shall not affect the validity or enforceability of any other provisions.

SECTION 7. This Act shall take effect on passage.

(Requested by the Selectboard)

Majority Vote Required.

Recommendations:

Selectboard:

Recommend Yes - 5, No - 0, Abstain - 0.

SUMMARY: This home rule petition establishes a real estate transfer fee within the Town of Wellfleet. The income generated by this fee will solely fund small capital projects and housing in the town. Wellfleet needs as many funding sources as possible to address our housing crisis. This fee is assessed on the sale of a property 120% over the median home value and excludes transfers between family members or beneficiaries of estates. Only the sale value over 120% of the median would be subject to the fee. This fee creates a modest but consistent source of revenue of approximately \$250,000 in a typical year and is sorely needed to start addressing Wellfleet's housing issues. The median sale price of a single-family home in Wellfleet was \$940,000 in 2022.

SECTION VI: STANDARD ANNUAL ARTICLES

Voted on together as part of a consent agenda.

ARTICLE NO. 36 – SURPLUS PROPERTY DISPOSAL:

To see if the town will vote to authorize the Town administrator or his/her designee to dispose of personal property by trad-in or sale, or to do or act anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

SUMMARY: This is an annual request that requires the Town Administrator to sell, trade in or dispose of surplus property on behalf of the town.

ARTICLE NO. 37 – COLLECTION OF TAXES:

To see if the town will vote in accordance with G.L. c. 41, sec. 38 to authorize the Town Collector to use all means for collecting taxes, which the Treasurer may use when appointed Collector, or to do or act on anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

SECTION VII: STANDARD CLOSING ARTICLES

ARTICLE NO 38 – REPORTS OF BOARDS AND COMMITTEES:

To hear reports of the Selectboard, Town Officers, and all other Committees and to act thereon, or to do or act on anything thereon.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard

Recommends:

ARTICLE NO. 39- OTHER BUSINESS:

To act on any other business that may be legally come before the meeting.

(Requested by the Selectboard)

Majority Vote Required

Recommendations:

Selectboard:

Recommend:

ANNUAL TOWN ELECTION WARRANT

Monday April 29, 2024

The Commonwealth of Massachusetts

To either of the Constables in the Town of Wellfleet in the County of Barnstable:

GREETINGS:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Wellfleet qualified to vote in town affairs, to meet at the **WELLFLEET ADULT COMMUNITY CENTER, 715 OLD KING'S HIGHWAY in Wellfleet on Monday the 29th day of April 2024, between twelve o'clock noon and seven o'clock pm.** then and there to vote for the election of the following town officers: One Town Moderator for one year; Two for Selectboard for three years; One for the Wellfleet Elementary School Committee for three years; Two for the Board of Library Trustees for three years; one for the Board of Library Trustees for one year; on for the Cemetery Commission one for three years; One for the Housing Authority for five years. Also, to vote on the following questions:

Question 1:

2024 ANNUAL TOWN ELECTION WARRANT

And you are hereby directed to serve these warrants by posting attested copies thereof, one in the Post Office in Wellfleet and one in the Post Office in South Wellfleet, fourteen (14) days at least before the date of said meetings.

Hereof fail not and make do return of these warrants with your doings thereon, to the Town Clerk, at the time and place of said meetings.

Given under our hands this ___rd day of _____2024.

Wellfleet Selectboard

Barbara Caboni, Chair

John A. Wolf, Vice Chair & Clerk

Ryan Curley, Member

Timothy Sayre, Member

Michael F. DeVasto, Member

Constable's Return of Service

I have served the foregoing warrant by posting attested copies thereof in the Post Office in Wellfleet and the Post Office in Sout Wellfleet in the town on: _____, which is at least fourteen (14) days before the date of said meeting, as within directed.

Date: _____

Constable: _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: March 26, 2024

IV

TOWN MEETING WARRANT

~ B ~

REQUESTED BY:	Selectboard
DESIRED ACTION:	To discuss affordable housing trust request for short term rental revenues and other funding sources.
PROPOSED MOTION: SUMMARY:	If a motion is needed one will be made at the time of the meeting.
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea ____ Nay ____ Abstain ____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: March 26, 2024

V

BUSINESS

~ A ~

REQUESTED BY:	Suzanne Ryan
DESIRED ACTION:	To interview and be appointed to the Cape Light Compact Committee to replace the late Richard Elkin
PROPOSED MOTION:	I move to appoint Suzanne Ryan to the Cape Light Compact Committee for a term of 3 years, beginning April 1, 2024.
SUMMARY:	
Project	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



**TOWN OF WELFLEET
APPLICATION FOR TOWN BOARDS & COMMITTEES MEMBERSHIP**

Wellfleet depends on its citizens to carry out many of our government's activities. Your community needs your help. *Please volunteer.*

FILL OUT THE FORM BELOW and mail it to:

Wellfleet Selectmen's Office, Town Hall, 300 Main Street, Wellfleet, MA 02667

Name Suzanne Ryan-Ishkanian Date 2/21/24
Ishkanian

Mailing Address Po Box 93
S. Wellfleet 02663

Phone (Home) _____ (cell) ~~774~~ 774-208-8627

E-mail Suzeryan01@gmail.com

Please describe briefly any work experience, including volunteer service, that you feel would be useful to the Town: _____

I'm seeking to replace the late Dick Elkin on the Cape Light Compact board.

Please add any other information that you think may be useful, including education or other formal training, specialized courses, professional licenses or certifications, etc.:

As chair of the Energy + Climate Action Comm., this seat is essential for representing Wellfleet

Committees/Boards of Interest: 1) Cape Light Compact
 2) _____
 3) _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: March 26, 2024



BUSINESS

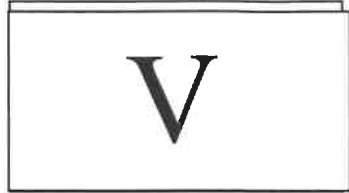
~ B ~

REQUESTED BY:	Selectboard ~ Jay Norton, DPW Director
DESIRED ACTION:	To update the board on Bound Brook
PROPOSED MOTION: Summary:	No motion is needed for this agenda item
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: March 26, 2024



BUSINESS

~ C ~

REQUESTED BY:	Selectboard
DESIRED ACTION:	To receive an update from the town administrator on the ice machine
PROPOSED MOTION:	No motion is needed for this item.
SUMMARY:	
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: March 26, 2024

V

BUSINESS

~ D ~

REQUESTED BY:	Selectboard
DESIRED ACTION:	Vote to release executive meeting minutes from January 2 nd & January 16 th , 2024.
PROPOSED MOTION:	I move to approve and release the meeting minutes of January 2, 2024 and January 16, 2024 as written in draft.
ACTION TAKEN:	Moved by: _____ Seconded By: _____ Condition(s):
VOTED:	Yes: ___ No: ___ Abstain: _____



SELECTBOARD

AGENDA ACTION REQUEST
Meeting Date: March 26, 2024

VII

ADJOURNEMENT

REQUESTED BY:	Selectboard Chair Barbara Carboni
DESIRED ACTION:	To Adjourn the meeting
PROPOSED MOTION:	I move to adjourn
ACTION TAKEN:	Moved By: _____ Seconded By: _____ Condition(s):
VOTED:	Yea _____ Nay _____ Abstain _____