



## Wellfleet Selectboard

### **Note: Start Time of 6pm**

The Wellfleet Selectboard will hold a public meeting on **Tuesday, February 27, 2024, at 6:00 p.m.** located at the Wellfleet Adult Community Center (ACC), 715 Old King's Highway, 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](http://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=blpIVFFBZzViQ0xNWkZKMm9iMVdrdz09>

**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 and dial \*6 to unmute once 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, and a speaker will be allowed to speak only once.** The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.

### **II. *Budgets***

#### **A. Enterprise Fund**

- Marina ~ Will Sullivan and Brittany Tilton

#### **B. Community Services**

- Beaches ~ Suzanne Thomas
- Council on Aging ~ Suzanne Thomas
- Recreation ~ Becky Rosenberg
- Library ~ Jennifer Wertkin

#### **C. Town Administration**

- Elected & General
- Town Administration
- Municipal Finance: Accounting, Treasurer/Collector, Assessor, IT, Media
- Community Development: Planner, Committees (NRAB, Conservation, Planning Board, ZBA, Open Space, and Housing Authority)
- Unallocated Expenditures: Tax Work Off Program, General Insurance, Employee Pension and Health
- Debt Service

**III. *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: February 27, 2024

I

### ANNOUNCEMENTS AND PUBLIC COMMENTS

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



# SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: February 27, 2024

II

## BUDGETS

~ A ~

<b>REQUESTED BY:</b>	<b>Marina Enterprise Fund ~ Will Sullivan, Harbormaster</b>
<b>DESIRED ACTION:</b>	<b>To review Marina Enterprise Fund Budget</b>
<b>PROPOSED MOTION:</b>	<b>I move to approve the FY25 operating budget for the Marina Enterprise Fund.</b>
<b>SUMMARY:</b>	
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

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
<b>SALARY SUB TOTAL</b>	<b>\$ 284,003</b>	<b>\$ 259,125</b>	<b>\$ 259,075</b>	<b>\$ 239,150</b>	<b>\$ 227,592</b>	<b>\$ 265,311</b>	<b>\$ 244,018</b>
Marina Dept. Expense	600,564	381,875	339,575	382,306	279,965	312,713	324,995
<b>EXPENSE SUB TOTAL</b>	<b>\$ 600,564</b>	<b>\$ 381,875</b>	<b>\$ 339,575</b>	<b>\$ 382,306</b>	<b>\$ 279,965</b>	<b>\$ 312,713</b>	<b>\$ 324,995</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 884,567</b>	<b>\$ 641,000</b>	<b>\$ 598,650</b>	<b>\$ 621,456</b>	<b>\$ 507,557</b>	<b>\$ 578,024</b>	<b>\$ 569,012</b>

**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
<b>Full-Time Salaries (260-511000)</b>						
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			<u>169,125</u>	Note 1		<u>194,003</u>
<b>Part-Time Salaries (260-512000)</b>						
Subtotal Part-Time Salaries			<u>-</u>			<u>-</u>
<b>Temporary/Seasonal Salaries (260-512700)</b>						
Seasonal salaries	VARIOUS PERSONS		80,000			80,000
Subtotal Temporary Salaries			<u>80,000</u>			<u>80,000</u>
<b>Overtime (260-513000)</b>						
Overtime			10,000			10,000
Subtotal Overtime Salaries			<u>10,000</u>			<u>10,000</u>
<b>GRAND TOTAL SALARIES</b>			<b>\$ 259,125</b>	<b>\$ 284,003</b>		

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>	<b>16,125</b>	<b>11,125</b>	<b>9,625</b>	<b>13,112</b>	<b>11,092</b>	<b>25,425</b>
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
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>16,000</b>	<b>16,000</b>	<b>16,500</b>	<b>8,746</b>	<b>8,495</b>	<b>6,928</b>
260	524000	<i>Repair/Maint Services</i>	15,000	15,000	15,000	7,771	7,520	5,941
260	529000	<i>Copier/Lease &amp; Service</i>	1,000	1,000	1,500	975	975	987
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>21,300</b>	<b>16,300</b>	<b>16,300</b>	<b>16,605</b>	<b>19,886</b>	<b>35,784</b>
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	
	<b>534000</b>	<b>COMMUNICATION</b>	<b>1,700</b>	<b>1,700</b>	<b>1,100</b>	<b>1,431</b>	<b>1,244</b>	<b>1,494</b>
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		
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>193,500</b>	<b>175,500</b>	<b>176,000</b>	<b>186,829</b>	<b>121,144</b>	<b>115,226</b>
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
	<b>560000</b>	<b>ASSESSMENTS</b>							
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>6,000</b>		<b>3,250</b>	<b>4,500</b>	<b>1,366</b>	<b>379</b>	<b>70</b>
260	571000	Travel & Mileage	1,000		250	500			
260	571200	Seminars/Training	5,000	(5)	3,000	4,000	1,366	379	70
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>1,000</b>		<b>500</b>	<b>500</b>	<b>448</b>	<b>620</b>	<b>300</b>
260	573000	Dues, Subscriptions, licenses	1,000		500	500	448	620	300
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>	<b>344,939</b>		<b>157,500</b>	<b>115,050</b>	<b>153,769</b>	<b>117,105</b>	<b>127,486</b>
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		
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 600,564</b>		<b>\$ 381,875</b>	<b>\$ 339,575</b>	<b>\$ 382,306</b>	<b>\$ 279,965</b>	<b>\$ 312,713</b>

**DEPARTMENT COMMENTS**

- Note 1: Based upon FY 23 actual, with planning for increase in utility rates effective 7/1/2024
- Note 2: Increased to reflect 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					
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 884,567</b>	<b>\$ 665,435</b>	<b>\$ 610,500</b>	<b>\$ 772,356</b>	<b>\$ 598,000</b>	<b>\$ 589,321</b>

**DEPARTMENT COMMENTS**

# 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

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
			Amount	SRC	Amount	SRC	Amount	SRC	Amount	SRC	Amount
Subtotal Fleet Inventory			-		-		70,000		-		
<b>EQUIPMENT</b>											
Boat Engine Replacement Program	Operational Eq	Marina	22,000	EF	9,000	EF	9,000	EF	9,000	EF	9,000
Equipment/Trailer Replacement Program	Operational Eq	Marina	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
<b>TOTAL CAPITAL PLAN EXPENDITURE AMOUNTS</b>			4,525,500		10,027,500		82,500		12,500		3,712,500

## ANTICIPATED FUNDING SOURCES

(CL) Capital Levy (Recurring)											
(CEX) Capital Levy Exclusion											
(BI) Bond Issuance			4,500,000								3,700,000
(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
(OAF) Other Available Fund											
(Grt) Grant											
Other/TBD					10,000,000						
<b>TOTAL ANTICIPATED FUNDING</b>			4,525,500		10,027,500		82,500		12,500		3,712,500
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 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.



# SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: February 27, 2024

II

## BUDGETS

~ B ~

<b>REQUESTED BY:</b>	<b>Community Services ~ Beaches, Council on Aging, Recreation and Library</b>
<b>DESIRED ACTION:</b>	<b>To review and vote to approve the FY25 operating budgets for the Beach Department, the Council on Again, The Recreation Department, and the library.</b>
<b>PROPOSED MOTION:</b>	<b>I move to approve the FY25 operating budgets for the Beach Department, the Council on Again, The Recreation Department, and the Library.</b>
<b>SUMMARY:</b>	
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition (s):
<b>VOTED:</b>	

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
<b>SALARY SUB TOTAL</b>	<b>\$ 1,710,095</b>	<b>\$ 1,578,660</b>	<b>\$ 1,431,307</b>	<b>\$ 1,440,656</b>	<b>\$ 1,273,301</b>	<b>\$ 1,276,729</b>	<b>\$ 1,330,228</b>
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
<b>EXPENSE SUB TOTAL</b>	<b>\$ 1,126,802</b>	<b>\$ 984,221</b>	<b>\$ 759,554</b>	<b>\$ 677,619</b>	<b>\$ 603,908</b>	<b>\$ 759,311</b>	<b>\$ 680,279</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 2,836,897</b>	<b>\$ 2,562,881</b>	<b>\$ 2,190,861</b>	<b>\$ 2,118,275</b>	<b>\$ 1,877,209</b>	<b>\$ 2,036,040</b>	<b>\$ 2,010,508</b>

**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
<b>Full-Time Salaries (660-511000)</b>						
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
<b>Part-Time Salaries</b>						
Subtotal Part-Time Salaries			-			-
<b>Temporary/Seasonal Salaries</b>						
Subtotal Temporary Salaries			-			-
<b>Overtime</b>						
None			-			-
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>			<b>\$ 112,880</b>			<b>\$ 119,853</b>

**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 additional \$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
<b>Full-Time Salaries (541-511000)</b>						
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
<b>Part-Time Salaries (541-512000)</b>						
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
<b>Temporary/Seasonal Salaries</b>						
Subtotal Temporary Salaries			-			-
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>			<b>\$ 320,145</b>	<b>\$ 330,074</b>		

**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
<b>Full-Time Salaries (610-511000)</b>						
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
<b>Part-Time Salaries (610-512000)</b>						
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
<b>Temporary/Seasonal Salaries (610-512500)</b>						
TEMPORARY STAFFING	VARIOUS PERSONS		7,000	VARIOUS PERSONS		8,500
Subtotal Temporary Salaries			7,000			8,500
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>		<b>223</b>	<b>420,526</b>	<b>223.00</b>	<b>\$</b>	<b>454,626</b>

**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 temporary 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
<b>Full-Time Salaries (699-511000)</b>						
Subtotal Full-Time Salaries			-			-
<b>Part-Time Salaries (699-512000)</b>						
Subtotal Part-Time Salaries			-			-
<b>Temporary/Seasonal Salaries (Various Accounts)</b>						
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
<b>Overtime (699-513000)</b>						
Seasonal overtime	VARIOUS PERSONS		14,000			14,000
Subtotal Overtime Salaries			14,000			14,000
<b>GRAND TOTAL SALARIES</b>			<b>\$ 386,558</b>			<b>\$ 441,872</b>

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

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>						
	<b>534000</b>	<b>COMMUNICATION</b>	<b>550</b>	<b>750</b>	<b>750</b>	<b>394</b>	<b>379</b>	<b>569</b>
660	534000	Telephone	550	750	750	394	379	569
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>	<b>150,000</b>	<b>75,000</b>	<b>55,000</b>	<b>59,755</b>	<b>40,983</b>	<b>265,265</b>
660	538700	Portable Toilets	150,000	75,000	55,000	59,755	40,983	265,265
	<b>540000</b>	<b>SUPPLIES</b>	<b>1,000</b>					
	542000	Office Supplies - licenses, forms, etc.	1,000					
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>						
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>						
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 151,550</b>	<b>\$ 75,750</b>	<b>\$ 55,750</b>	<b>\$ 60,149</b>	<b>\$ 41,362</b>	<b>\$ 265,834</b>

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>				10		125
541	52400	Reparis & Mainenance				10		125
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>	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
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	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
	<b>534000</b>	<b>COMMUNICATION</b>	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
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	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
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	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
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	450	325	325	480	265	143
541	573000	Dues & Memberships	450	325	325	480	265	143
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 57,700</b>	<b>\$ 59,875</b>	<b>\$ 53,375</b>	<b>\$ 39,669</b>	<b>\$ 39,429</b>	<b>\$ 21,432</b>

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>	<b>26,500</b>	<b>26,500</b>	<b>26,500</b>	<b>24,992</b>	<b>24,226</b>	<b>23,911</b>
610	522000	Clams Contract	26,500	26,500	26,500	24,992	24,226	23,911
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>3,050</b>	<b>3,050</b>	<b>3,000</b>	<b>2,765</b>	<b>2,779</b>	<b>695</b>
610	530000	Contract Services	3,000	3,000	3,000	2,765	2,779	695
610	530400	Advertising	50	50				
	<b>534000</b>	<b>COMMUNICATION</b>	<b>4,250</b>	<b>4,250</b>	<b>1,950</b>	<b>4,006</b>	<b>2,114</b>	<b>2,575</b>
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
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>	<b>118,000</b>	<b>106,000</b>	<b>103,000</b>	<b>106,538</b>	<b>100,955</b>	<b>76,096</b>
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
	<b>540000</b>	<b>SUPPLIES</b>	<b>9,500</b>	<b>9,500</b>	<b>9,500</b>	<b>5,863</b>	<b>5,370</b>	<b>5,110</b>
610	542000	Office Supplies	9,500	9,500	9,500	5,863	5,370	5,110
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>75</b>		
610	571000	Travel	250	250	250	75		
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>						
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>	<b>500</b>	<b>5,000</b>	<b>5,000</b>	<b>1,448</b>	<b>3,440</b>	<b>2,933</b>
610	585200	Equipment	500	5,000	5,000	1,448	3,440	2,933
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 162,050</b>	<b>\$ 154,550</b>	<b>\$ 149,200</b>	<b>\$ 145,687</b>	<b>\$ 138,885</b>	<b>\$ 111,322</b>

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>	<b>8,600</b>	<b>8,200</b>	<b>8,200</b>	<b>7,920</b>	<b>8,056</b>	
699	527500	<i>Cahoon Hollow Expense - details</i>	8,600	8,200	8,200	7,920	8,056	
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>	<b>8,500</b>					
		<i>Beach Facility repair &amp; maintenance</i>	8,500					
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>23,500</b>	<b>13,000</b>	<b>12,000</b>	<b>18,608</b>	<b>10,985</b>	<b>9,192</b>
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
	<b>534000</b>	<b>COMMUNICATION</b>	<b>5,200</b>	<b>5,000</b>	<b>4,300</b>	<b>2,809</b>	<b>4,202</b>	<b>3,276</b>
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)
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>22,100</b>	<b>23,600</b>	<b>22,800</b>	<b>39,013</b>	<b>16,562</b>	<b>13,113</b>
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
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>10,000</b>	<b>11,000</b>	<b>11,000</b>	<b>8,431</b>	<b>8,211</b>	<b>8,983</b>
699	571000	<i>Travel</i>	10,000	11,000	11,000	8,431	8,211	8,983
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>2,500</b>	<b>1,800</b>	<b>2,000</b>	<b>690</b>	<b>300</b>	
699	573000	<i>Dues/Licenses/Fees</i>	2,500	1,800	2,000	690	300	
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>	<b>4,500</b>	<b>8,500</b>	<b>9,000</b>	<b>7,775</b>	<b>7,429</b>	<b>15,014</b>
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
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 84,900</b>	<b>\$ 71,100</b>	<b>\$ 69,300</b>	<b>\$ 85,246</b>	<b>\$ 55,745</b>	<b>\$ 49,578</b>

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>81,292</b>	<b>65,177</b>	<b>52,877</b>	<b>57,759</b>	<b>39,299</b>	<b>47,553</b>
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		
	<b>534000</b>	<b>COMMUNICATION</b>	<b>3,850</b>	<b>3,789</b>	<b>489</b>	<b>2,918</b>	<b>435</b>	<b>728</b>
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
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>31,100</b>	<b>28,790</b>	<b>27,540</b>	<b>21,636</b>	<b>31,612</b>	<b>15,798</b>
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
	<b>560000</b>	<b>ASSESSMENTS</b>						

**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
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>						
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>650</b>	<b>650</b>	<b>650</b>		<b>250</b>	<b>30</b>
630	573000	Dues & Memberships	650	650	650		250	30
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						<b>76</b>
630	575700	Credit Card Fees						76
630	585000	Small Equipment	2,000		2,665	5,241	362	100
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 118,892</b>	<b>\$ 98,406</b>	<b>\$ 84,221</b>	<b>\$ 87,554</b>	<b>\$ 71,958</b>	<b>\$ 64,285</b>

**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
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 37,710</b>	<b>\$ 34,540</b>	<b>\$ 32,708</b>	<b>\$ 32,272</b>	<b>\$ 28,184</b>	<b>\$ 31,676</b>

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>						
	<b>534000</b>	<b>COMMUNICATION</b>						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>						
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>						
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>	<b>514,000</b>	<b>490,000</b>	<b>315,000</b>	<b>227,042</b>	<b>228,345</b>	<b>215,184</b>
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
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 514,000</b>	<b>\$ 490,000</b>	<b>\$ 315,000</b>	<b>\$ 227,042</b>	<b>\$ 228,345</b>	<b>\$ 215,184</b>

**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.





# SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: February 27, 2024

II

## BUDGETS

~ C ~

<b>REQUESTED BY:</b>	<b>Town Administration Budgets ~ Elected &amp; General</b>
<b>DESIRED ACTION:</b>	<b>To approve the FY25 Town Administration budgets</b>
<b>PROPOSED MOTION:</b>  <b>SUMMARY:</b>	<b>I move to approve the FY25 operating budget for the elected and general town administration budgets.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

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							
<b>SALARY SUB TOTAL</b>	<b>\$ 27,325</b>	<b>\$ 27,325</b>		<b>\$ 12,613</b>	<b>\$ 12,725</b>	<b>\$ 12,825</b>	<b>\$ 12,721</b>
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
<b>EXPENSE SUB TOTAL</b>	<b>\$ 151,345</b>	<b>\$ 142,845</b>	<b>\$ 117,800</b>	<b>\$ 95,988</b>	<b>\$ 330</b>	<b>\$ 2,365</b>	<b>\$ 32,894</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 178,670</b>	<b>\$ 170,170</b>	<b>\$ 117,800</b>	<b>\$ 108,601</b>	<b>\$ 13,055</b>	<b>\$ 15,190</b>	<b>\$ 45,615</b>

**TOWN OF WELFLEET, 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
<b>Full-Time Salaries</b>						
None (Note 1)						
Subtotal Full-Time Salaries						
<b>Part-Time Salaries</b>						
Town Moderator		01-114-5120	225			225
Select Board Members (Note 2)		01-122-5120	27,000			27,000
Constable		01-115-5120	100			100
Subtotal Part-Time Salaries						
<b>Temporary/Seasonal Salaries</b>						
None						
Subtotal Temporary Salaries						
<b>Overtime</b>						
None						
Subtotal Overtime Salaries						
<b>GRAND TOTAL SALARIES</b>			<b>\$ 27,325</b>	<b>\$ 27,325</b>		

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>6,158</b>		<b>100</b>
122	5300	SelectBoard Contract Services	1,000	1,000	1,000	6,158		
122	5308	Seminars/Training	200	200	200			100
	<b>534000</b>	<b>COMMUNICATION</b>						
195	5345	Town Report	23,100	23,100	23,100	20,338	13,901	21,050
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>	<b>2,500</b>	<b>2,500</b>				
122	536005	Rights of Access Committee	2,500	2,500				
	<b>540000</b>	<b>SUPPLIES</b>	<b>170</b>	<b>170</b>				<b>373</b>
131	5420	Finance Committee Supplies	170	170				373
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>400</b>	<b>400</b>	<b>400</b>			
122	5710	SelectBoard Travel	200	200	200			
122	5711	Select Board Meals/Lodging	200	200	200			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>3,400</b>	<b>3,400</b>	<b>3,400</b>	<b>330</b>	<b>330</b>	<b>1,892</b>
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
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>	<b>100,000</b>	<b>91,500</b>	<b>89,500</b>	<b>89,500</b>		
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				
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 151,345</b>	<b>\$ 142,845</b>	<b>\$ 117,800</b>	<b>\$ 116,326</b>	<b>\$ 14,231</b>	<b>\$ 23,415</b>

**DEPARTMENT COMMENTS**



# SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: February 27, 2024



## BUDGETS

~ C ~

<b>REQUESTED BY:</b>	<b>Town Administration Budgets ~ Town Administration</b>
<b>DESIRED ACTION:</b>	<b>To approve the FY25 Town Administration</b>
<b>PROPOSED MOTION:</b>	<b>I move to approve the FY25 operating budget for Town Administration</b>
<b>SUMMARY:</b>	
<b>Project</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

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							
<b>SALARY SUB TOTAL</b>	<b>\$ 541,701</b>	<b>\$ 507,576</b>	<b>\$ 528,601</b>	<b>\$ 548,106</b>	<b>\$ 469,576</b>	<b>\$ 451,722</b>	<b>\$ 490,201</b>
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
<b>EXPENSE SUB TOTAL</b>	<b>\$ 395,800</b>	<b>\$ 301,480</b>	<b>\$ 251,430</b>	<b>\$ 440,775</b>	<b>\$ 312,208</b>	<b>\$ 126,005</b>	<b>\$ 292,996</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 937,501</b>	<b>\$ 809,056</b>	<b>\$ 780,031</b>	<b>\$ 988,881</b>	<b>\$ 781,784</b>	<b>\$ 577,727</b>	<b>\$ 783,197</b>

**TOWN OF WELFLEET, 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
<b>Full-Time Salaries (01-123-5110)</b>						
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
<b>Part-Time Salaries (01-123-5120)</b>						
Administrative Assistant			27,765			39,312
Subtotal Part-Time Salaries			27,765			39,312
<b>Temporary/Seasonal Salaries (01-123-5193)</b>						
Traffic-Parking Stipend (293-519500)			2,370			2,370
Subtotal Temporary Salaries			2,370			2,370
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>			<b>\$ 507,576</b>	<b>4.00</b>	<b>\$ 541,701</b>	
<b>DEPARTMENT COMMENTS</b>						

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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>58,000</b>	<b>58,000</b>	<b>58,000</b>	<b>108,680</b>	<b>15,152</b>	<b>4,333</b>
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
	<b>534000</b>	<b>COMMUNICATION</b>				<b>24,260</b>	<b>83</b>	<b>2,216</b>
123	5340	Telephone				24,260	83	2,216
123	5345	Postage				34		99
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>						<b>415</b>
123	5420	Office Supplies						415
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>			
123	5710	Travel	1,000	1,000	1,000			
123	5711	Meals/Lodging	2,500	2,500	2,500			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>193</b>	<b>2,238</b>	<b>912</b>
123	5730	Dues & Memberships	2,500	2,500	2,500	193	2,238	912
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 64,000</b>	<b>\$ 64,000</b>	<b>\$ 64,000</b>	<b>\$ 133,167</b>	<b>\$ 17,473</b>	<b>\$ 7,975</b>

**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						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 265,000</b>	<b>\$ 175,000</b>	<b>\$ 125,000</b>	<b>\$ 249,786</b>	<b>\$ 243,711</b>	<b>\$ 97,363</b>

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

**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						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 5,500</b>	<b>\$ 6,300</b>	<b>\$ 5,250</b>	<b>\$ 679</b>	<b>\$ 2,932</b>	<b>\$ 2,270</b>

**DEPARTMENT COMMENTS**



# SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: February 27, 2024

II

## BUDGETS

~ C ~

<b>REQUESTED BY:</b>	<b>Town Administration ~ Municipal Finance, accounting, treasurer/collector, assessor, IT, &amp; Media</b>
<b>DESIRED ACTION:</b>	<b>To approve the FY25 town administration budgets consisting of the municipal finances.</b>
<b>PROPOSED MOTION:</b>  <b>Summary:</b>	<b>I move to approve the FY25 operating for the accounting department, the treasurer/collector department, the assessor department, the IT department and the media services department.</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____



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							
<b>SALARY SUB TOTAL</b>	<b>\$ 787,964</b>	<b>\$ 823,977</b>	<b>\$ 611,990</b>	<b>\$ 505,710</b>	<b>\$ 714,939</b>	<b>\$ 553,186</b>	<b>\$ 591,278</b>
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					
<b>EXPENSE SUB TOTAL</b>	<b>\$ 379,300</b>	<b>\$ 249,795</b>	<b>\$ 298,210</b>	<b>\$ 293,780</b>	<b>\$ 241,854</b>	<b>\$ 299,064</b>	<b>\$ 209,079</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 1,167,264</b>	<b>\$ 1,073,772</b>	<b>\$ 910,200</b>	<b>\$ 799,490</b>	<b>\$ 956,793</b>	<b>\$ 852,250</b>	<b>\$ 800,358</b>

**TOWN OF WELLFLEET, 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
<b>Full-Time Salaries</b>						
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
<b>Subtotal Full-Time Salaries</b>			<b>823,977</b>		<b>8.00</b>	<b>787,964</b>
<b>Part-Time Salaries</b>						
<b>Subtotal Part-Time Salaries</b>			<b>-</b>			<b>-</b>
<b>Temporary/Seasonal Salaries</b>						
<b>Subtotal Temporary Salaries</b>			<b>-</b>			<b>-</b>
<b>Overtime</b>						
None						
<b>Subtotal Overtime Salaries</b>			<b>-</b>			<b>-</b>
<b>GRAND TOTAL SALARIES</b>			<b>\$ 823,977</b>	<b>8.00 \$ 787,964</b>		

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>50,000</b>	<b>42,750</b>	<b>41,530</b>	<b>40,463</b>	<b>15,808</b>	<b>30,529</b>
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
	<b>534000</b>	<b>COMMUNICATION</b>						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>500</b>			<b>244</b>		<b>1,666</b>
135	542000		500			244		1,666
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>2,200</b>	<b>1,800</b>	<b>1,900</b>		<b>1,403</b>	
135	571000	Travel	1,000	800	800		466	
135	571100	Meals/lodging	1,200	1,000	1,100		937	
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>200</b>	<b>200</b>	<b>220</b>	<b>135</b>	<b>65</b>	<b>135</b>
135	573000	Dues & Memberships - MMAAA (2@45) C&I Accts. (2@20)	200	200	220	135	65	135
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 52,900</b>	<b>\$ 44,750</b>	<b>\$ 43,650</b>	<b>\$ 40,842</b>	<b>\$ 17,276</b>	<b>\$ 32,330</b>

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>46,500</b>	<b>38,600</b>	<b>33,700</b>	<b>43,854</b>	<b>30,560</b>	<b>32,826</b>
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
	<b>534000</b>	<b>COMMUNICATION</b>	<b>1,600</b>	<b>1,600</b>	<b>6,000</b>	<b>741</b>	<b>47</b>	<b>3,088</b>
145	534500	Postage	1,600	1,600	6,000	741	47	3,088
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>500</b>					<b>2,639</b>
145	542000	Office Supplies	500					2,639
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>2,250</b>	<b>2,000</b>	<b>1,800</b>	<b>2,542</b>	<b>255</b>	
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		
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>500</b>	<b>500</b>	<b>365</b>	<b>140</b>	<b>110</b>	<b>210</b>
145	573000	Dues/membership	500	500	365	140	110	210
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 51,350</b>	<b>\$ 42,700</b>	<b>\$ 41,865</b>	<b>\$ 47,277</b>	<b>\$ 30,972</b>	<b>\$ 38,763</b>

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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>54,800</b>	<b>52,295</b>	<b>52,295</b>	<b>48,122</b>	<b>35,399</b>	<b>53,029</b>
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
	<b>534000</b>	<b>COMMUNICATION</b>						
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>500</b>			<b>14</b>		
141	542000	Office Supplies	500			14		
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>3,400</b>	<b>3,800</b>	<b>3,400</b>	<b>3,224</b>	<b>1,612</b>	<b>1,628</b>
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		
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>600</b>	<b>500</b>	<b>500</b>	<b>540</b>	<b>490</b>	<b>590</b>
141	573000	MAAO	600	500	500	540	490	590
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 59,300</b>	<b>\$ 56,595</b>	<b>\$ 56,195</b>	<b>\$ 51,900</b>	<b>\$ 37,501</b>	<b>\$ 55,247</b>

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
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 111,000</b>	<b>\$ 102,000</b>	<b>\$ 156,500</b>	<b>\$ 153,761</b>	<b>\$ 156,105</b>	<b>\$ 172,724</b>

**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						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 100,000</b>					

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>						
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	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				
	<b>534000</b>	<b>COMMUNICATION</b>	100	100				
160	534500	Postage	100	100				
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	500	500				
160	542000	Office Supplies	500	500				
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	150	150				
160	571000	Travel	150	150				
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	1,000					
		Organization Memberships (PSHRA, MMHR, SHRM, etc.)	1,000					
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 4,750</b>	<b>\$ 3,750</b>				

DEPARTMENT COMMENTS



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: February 27, 2024

II

### BUDGETS

~ C ~

<b>REQUESTED BY:</b>	<b>Town Administration ~ Community Development: Planner, and committees</b>
<b>DESIRED ACTION:</b>	<b>To approve the FY25 budget for community development</b>
<b>PROPOSED MOTION:</b>	<b>I move to approve the FY25 operating budget for community development.</b>
<b>SUMMARY:</b>	
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea ____ Nay ____ Abstain ____

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							
<b>SALARY SUB TOTAL</b>	<b>\$ 206,238</b>	<b>\$ 127,400</b>	<b>\$ 2,400</b>	<b>\$ 1,200</b>	<b>\$ 2,400</b>	<b>\$ 2,400</b>	<b>\$ 2,000</b>
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
<b>EXPENSE SUB TOTAL</b>	<b>\$ 29,080</b>	<b>\$ 27,830</b>	<b>\$ 26,110</b>	<b>\$ 18,085</b>	<b>\$ 2,900</b>	<b>\$ 11,072</b>	<b>\$ 10,686</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 235,318</b>	<b>\$ 155,230</b>	<b>\$ 28,510</b>	<b>\$ 19,285</b>	<b>\$ 5,300</b>	<b>\$ 13,472</b>	<b>\$ 12,686</b>

**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
<b>Full-Time Salaries</b>						
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
<b>Part-Time Salaries</b>						
Subtotal Part-Time Salaries			-			-
<b>Temporary/Seasonal Salaries</b>						
Herring Warden		178-512000	2,400			2,400
Subtotal Temporary Salaries			2,400			2,400
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>			<b>\$ 127,400</b>	<b>2.00</b>		<b>\$ 206,238</b>

**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						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 4,580</b>	<b>\$ 408</b>	<b>\$ 2,000</b>

**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						
		<b>TOTAL OPERATING BUDGET</b>	<b>\$ 1,250</b>					

**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
	<b>520000</b>	<b>PURCHASE OF SERVICES</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>2,000</b>		
189	529600	Housing Trust Expense	3,000	3,000	3,000	2,000		
	<b>524000</b>	<b>REPAIRS &amp; MAINTENANCE</b>						
	<b>527000</b>	<b>RENTALS &amp; LEASES</b>						
	<b>530000</b>	<b>PROFESSIONAL &amp; TECHNICAL</b>	<b>16,065</b>	<b>16,065</b>	<b>16,065</b>	<b>9,365</b>	<b>491</b>	<b>5,312</b>
171	530000	Contract Services - conservation						700
183	530000	Contract Services - Natural Resources Advisory Board	1,050	1,050	1,050	1,196		
171	530400	Advertising - 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
	<b>534000</b>	<b>COMMUNICATION</b>	<b>530</b>	<b>530</b>	<b>530</b>	<b>1,297</b>	<b>353</b>	<b>1,152</b>
171	534500	Postage - conservation	530	530	530	1,297		245
176	534500	Postage - ZBA					353	907
	<b>535000</b>	<b>OPERATIONAL &amp; PROGRAM COSTS</b>						
	<b>540000</b>	<b>SUPPLIES</b>	<b>4,250</b>	<b>4,250</b>	<b>2,530</b>	<b>507</b>	<b>1,318</b>	<b>1,740</b>
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
	<b>560000</b>	<b>ASSESSMENTS</b>						
	<b>571000</b>	<b>TRAVEL &amp; CONFERENCE</b>	<b>275</b>	<b>275</b>	<b>275</b>			
171	571000	Travel - conservation	200	200	200			
176	571000	Travel - ZBA	75	75	75			
	<b>573000</b>	<b>DUES &amp; MEMBERSHIPS</b>	<b>510</b>	<b>510</b>	<b>510</b>	<b>207</b>	<b>203</b>	<b>263</b>
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			
	<b>574000</b>	<b>OTHER CHARGES &amp; EXPENSES</b>						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 24,830</b>	<b>\$ 24,830</b>	<b>\$ 23,110</b>	<b>\$ 13,505</b>	<b>\$ 2,492</b>	<b>\$ 9,072</b>

**DEPARTMENT COMMENTS**



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: February 27, 2024

II

### BUDGETS

~ C ~

<b>REQUESTED BY:</b>	<b>Town Administration ~ Unallocated Expenditures: Tax Work off program, general insurance, employee pension, and health.</b>
<b>DESIRED ACTION:</b>	<b>To approve the FY25 town administration unallocated expenditures budgets</b>
<b>PROPOSED MOTION:</b>	<b>I move to approve the FY25 operating budget for the town administrations unallocated expenditures.</b>
<b>SUMMARY:</b>	
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

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							
<b>SALARY SUB TOTAL</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 8,000</b>	<b>\$ 12,949</b>	<b>\$ 2,614</b>	<b>\$ 8,412</b>	<b>\$ 7,992</b>
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
<b>EXPENSE SUB TOTAL</b>	<b>\$ 4,735,414</b>	<b>\$ 4,516,494</b>	<b>\$ 3,852,626</b>	<b>\$ 3,465,456</b>	<b>\$ 3,629,008</b>	<b>\$ 3,608,993</b>	<b>\$ 3,567,819</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 4,747,914</b>	<b>\$ 4,528,994</b>	<b>\$ 3,860,626</b>	<b>\$ 3,478,405</b>	<b>\$ 3,631,622</b>	<b>\$ 3,617,405</b>	<b>\$ 3,575,811</b>

**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
<b>Full-Time Salaries</b>						
Subtotal Full-Time Salaries			-			-
<b>Part-Time Salaries</b>						
Subtotal Part-Time Salaries			-			-
<b>Temporary/Seasonal Salaries</b>						
Tax Work Off Program (940-5190)			12,500			12,500
Subtotal Temporary Salaries			12,500			12,500
<b>Overtime</b>						
None						
Subtotal Overtime Salaries			-			-
<b>GRAND TOTAL SALARIES</b>			<b>\$ 12,500</b>			<b>\$ 12,500</b>
<b>DEPARTMENT COMMENTS</b>						



**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
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 618,125</b>	<b>\$ 575,000</b>	<b>\$ 510,941</b>	<b>\$ 530,709</b>	<b>\$ 507,525</b>	<b>\$ 461,086</b>

**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				
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 4,052,289</b>	<b>\$ 3,876,494</b>	<b>\$ 3,341,685</b>	<b>\$ 2,835,230</b>	<b>\$ 3,121,483</b>	<b>\$ 3,147,907</b>

**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						
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 65,000</b>	<b>\$ 65,000</b>		<b>\$ 99,517</b>		

**DEPARTMENT COMMENTS**



## SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: February 27, 2024

II

### BUDGETS

~ C ~

<b>REQUESTED BY:</b>	<b>Town Administration ~ Debt Service</b>
<b>DESIRED ACTION:</b>	<b>To review and approve the FY25 operating budget for debt services.</b>
<b>PROPOSED MOTION:</b>	<b>I move to approve the town administrations FY25 Debt services operating budget</b>
<b>SUMMARY:</b>	
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____

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							
<b>EXPENSE SUB TOTAL</b>	<b>\$ 3,673,679</b>	<b>\$ 3,497,572</b>	<b>\$ 2,724,085</b>	<b>\$ 2,064,446</b>	<b>\$ 2,261,211</b>	<b>\$ 1,606,890</b>	<b>\$ 1,977,516</b>
<b>TOTAL OPERATING BUDGET</b>	<b>\$ 3,673,679</b>	<b>\$ 3,497,572</b>	<b>\$ 2,724,085</b>	<b>\$ 2,064,446</b>	<b>\$ 2,261,211</b>	<b>\$ 1,606,890</b>	<b>\$ 1,977,516</b>

**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**

			BUDGETS			ACTUALS		
ORG	OBJECT	DESCRIPTION	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				
<b>Subtotal Long-Term Debt Service</b>			<b>3,524,632</b>	<b>2,516,929</b>	<b>2,021,610</b>	<b>2,021,159</b>	<b>2,242,839</b>	<b>1,560,162</b>
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				
<b>Subtotal Short-Term Debt Service</b>				<b>951,993</b>	<b>663,825</b>	<b>19,921</b>	<b>14,235</b>	<b>39,444</b>
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 3,524,632</b>	<b>\$ 3,468,922</b>	<b>\$ 2,685,435</b>	<b>\$ 2,041,080</b>	<b>\$ 2,257,074</b>	<b>\$ 1,599,606</b>

**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					
		<b>Non-exempt debt short-term interest</b>	<b>25,000</b>					
		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		
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 120,547</b>	<b>\$ 150</b>	<b>\$ 150</b>	<b>\$ 383</b>		

**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
<b>017222</b>	<b>530000</b>	<b>Borrowing Costs and Charges</b>						
		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	
<b>TOTAL OPERATING BUDGET</b>			<b>\$ 28,500</b>	<b>\$ 28,500</b>	<b>\$ 38,500</b>	<b>\$ 22,983</b>	<b>\$ 4,137</b>	<b>\$ 7,284</b>

**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**



# SELECTBOARD

AGENDA ACTION REQUEST  
Meeting Date: February 27, 2024



---

## ADJOURNEMENT

<b>REQUESTED BY:</b>	<b>Selectboard Chair Barbara Carboni</b>
<b>DESIRED ACTION:</b>	<b>To Adjourn the meeting</b>
<b>PROPOSED MOTION:</b>	<b>I move to adjourn</b>
<b>ACTION TAKEN:</b>	Moved By: _____ Seconded By: _____ Condition(s):
<b>VOTED:</b>	Yea _____ Nay _____ Abstain _____